

Residential Building Permit Requirements

1. Completed Permit **Application & Zoning Clearance**
2. **Two (2) sets of plans**, to include:
 - a. Floor Plan with window and door sizes & placement
 - b. Front, sides and rear elevations
 - c. Foundation plan with walkout details, if applicable
 - d. Cross section detail
 - e. Truss specifications (40 lb. Snow Load in Mecosta Co.)
3. One (1) copy of **Specifications** (Bldg. Material list)
4. One (1) copy of completed **Energy Code**
5. One (1) copy of manufacturer certified **R-Values** for windows and doors
6. Copy of signature **identification** (drivers license or builders license)
7. **Septic & Well Permit and/or B.P.A.** approval from the Health Dept. located in this building - **231-592-0178**
(Chippewa Lake sewerred area must provide written Twp. Approval before a permit can be provided).
8. **Soil Erosion Permit** from Drain Commissioner located in this building - **231-592-0103**
Necessary ONLY IF you are building within 500' of water, lakes, rivers or streams, etc.
9. **Driveway Permit** from the County Road Commission
Necessary ONLY IF a driveway needs to be put in.

120 Dekraft St.
Big Rapids, MI 49307
231-796-2611

Please Note:

Electrical, Mechanical & Plumbing permits must be individually obtained.