

# What is Required to Obtain a Building Permit?

**Zoning Approval** — See, Zoning Administrators and Assessors List

**Address** — Land Information Office (Equalization Department), Stanton, 989-831-7492

**Driveway Permit** — Montcalm County Road Commission, 989-831-5285

**Well & Septic Permits** — Mid Michigan District Health Department, Stanton, 989-831-5237

**Soil and Sedimentation Permit** — (If excavating within 500 ft of a lake stream drainage ditch, etc.), Building Department, 989-831-7394

**Location of Property** — Township, Parcel Number, Lot Number, Legal Description, Road, Etc.

**Energy Code Requirements** — Res-Check, or Prescriptive on plans are acceptable

## **Plans — *Blueprints or Drawings***

1. Plans shall have enough detail to allow a builder to completely construct the project.
2. Foundation Plans — All plans shall show the type and detail of foundation
3. Floor system, wall construction, etc. — Lumber size and spacing
4. Roof construction — Rafter/truss details, hips, valleys, truss diagrams, etc.
5. Windows and doors — Location and size
6. Site plan—Showing all buildings on property, distance from property lines, water's edge, and wetlands
7. Foundation plan, floorplan, and an elevation plan are required. (A copy of the plans shall be retained by the Building Department)
8. Pole Structure Homes plans shall be signed and sealed by a registered architect or engineer.
9. Commercial plans shall be signed and sealed by a registered architect or engineer.