ZONING PERMIT COMPLIANCE PERMIT CHECKLIST

Thornapple Township, 200 E. Main St., Middleville, MI 49333
Phone: 269-795-7202 Fax: 269-795-8812
Email: zoning@thornapple-twp.org

Prior to obtaining a Zoning Permit from Thornapple Township, each applicant must obtain well and septic system approval [parcel is vacant] or verification of septic system location and reserve area. The approvals must be obtained from the Barry Eaton District Health Department as follows:

1. **WELL AND SEPTIC – Barry Eaton Health Department (BEHD) 269-945-9516**

   A. New Home Construction

   Well and septic system permits issued by the BEDHD are ***required*** to accompany a Zoning Permit. If VACANT LAND,and a SITE EVALUATION has not been performed, the process requires two steps:

   2. Site Evaluation ["perk test"] is performed by a BEDHD Sanitarian. The fee is $200. If the perk test is positive, a Township Zoning Compliance Permit can be requested. If the test is negative, stop because a Zoning Permit cannot be issued for the new construction. If test is positive, then,
   3. Well Evaluation and Waste Water Disposal System Permit. These permits are issued by the BEDHD.
      BEDHD address: 330 W. Woodlawn, Hastings, MI 49058.
      BEDHD Telephone: 269-945-9516 (Environmental Health)

   B. New accessory building or addition to existing structures on property

   Any new detached accessory building or addition to an existing building requires review by the BEDHD as to the location of the existing septic tank/drain field and the replacement area. This procedure assures the proposed project does not impact the current or future system. An application and site plan must be submitted to the BEDHD.

2. **DRIVEWAY PERMIT [Not required on Private Road]**
   FOR ACCESS TO HIGHWAY M-37
   Contact MDOT-Transportation Service Center, 15300 West Michigan Avenue, Marshall, MI 49068. Phone:1-877-324-6368, Extension 244.

   FOR ACCESS TO ANY COUNTY ROAD
   Contact Barry County Road Commission [BCRC], 1725 West M-43 Highway, Hastings, MI 49058. Phone:269-945-3449 [See BCRC driveway requirements attached]

3. **STREET ADDRESS ASSIGNMENT**
   If the parcel has no address assigned, contact Barry County Planning Office, 220 W. State St., Hastings, MI 49058. Phone 269-945-1290.

4. **EROSION CONTROL PERMIT**
   If the area of ground to be disturbed is 1 acre or larger or if the parcel is within 500 feet of a lake or stream, an erosion control permit is required. Contact Barry County Planning Office, 220 West State St., Hastings, MI 49058. Phone: 269-945-1290. Application and fee information available on line at barrycounty.org.

5. **FLOOD PLAIN VERIFICATION**
   If the parcel abuts any area of "Zone A" shown on the Barry County Flood Insurance Rate Maps, as prepared by the Federal Emergency Management Agency [FEMA], verification of flood elevation and lowest elevation of proposed construction may be required by the Zoning Administrator/Flood Plain Administrator.

6. **ZONING COMPLIANCE PERMIT ($40) – Thornapple Township, 269-795-7202**
Thornapple Township Planning and Zoning, Thornapple Township Hall, 200 E. Main Street, Middleville. **A Zoning Compliance Permit is required for all structures on a parcel including accessory buildings over 25 square feet, agriculture buildings, pools, fences, signs, etc.**

IMPORTANT: All necessary permits (1-5 above) must be obtained prior to the issue of a Zoning Compliance Permit. Permits can be found on the Township's website: **www.thornapple-twp.org.**

7. **BUILDING, ELECTRICAL, MECHANICAL & PLUMBING PERMITS:**
Contact: Professional Code Inspections of Michigan, Inc. (PCI), 110 W. Center St., Suite A, Hastings, MI 49058. Phone: (269-948-4088). A building application MUST be completed with accompanying building plans. Permit approval turn-around time is estimated to be 1-2 days. **PCI Hours:** Call for current hours of operation.

To obtain a building permit the following information is needed for any site in Thornapple Township:
Well & Septic Permits
Soil Erosion Permits (if applicable)
Driveway Permit (if applicable)
Zoning Compliance Permit
Building – By State law a set of building plans MUST be submitted to the PCI office.
Electrical – Required for temporary service, new service, upgrade and re-wiring.
Mechanical – Required for new and replacement of furnaces and boilers, the running of gas lines and setting of LP tanks.
Plumbing – Required for new residences, (including pre-manufactured homes),

8. **Regulated Wetland.** All wetlands, as designated by the State of Michigan Division of Natural Resources and Environment (DNRE), in the Township are subject to the provisions of 203PA of 1979, "The Wetlands Protection Act" [now part of 451 PA of 1994] in order to encourage property conservation, use and development of wetlands (Thornapple Township Zoning Ordinance Section 22.5).

9. **Overlay Districts** *(For District locations see the Official Zoning District Map in the Zoning Ordinance)*
   - *i.* Natural River and Shore Lands Overlay District. *See Zoning Ordinance Article XIV.*
   - *ii.* Wellhead Protection Overlay District. *See Zoning Ordinance Article XV.*
   - iii. Access Management Overlay District. *See Zoning Ordinance Article XVI.*
   - *iv.* Planned Unit Development Overlay Zoning District. *See Zoning Ordinance Article XVII.*
   - *v.* Non-Contiguous Planned Unit Development Overlay Zoning District. *See Zoning Ordinance Article XVII.*

10. **Other Zoning Ordinance Requirements.** Applicants are encouraged to consult Thornapple Township's Zoning Ordinance for specific requirements relevant to their proposed project. Special attention is directed to Article 21/General Provisions, Article 22/Supplemental Regulations, and Article 23/Parking and Loading Standards.