

## BUILDING PERMIT INFORMATION SOUTH HAVEN TOWNSHIP

THE FOLLOWING INFORMATION IS NEEDED TO OBTAIN A BUILDING PERMIT:

1. A complete building permit application form showing:
  - a. A detailed site diagram
  - b. Owner/contractor/jobsite information
  - c. Agent Authorization (*if builder obtains permit*)
2. A complete zoning compliance permit application
3. Three sets of plans to scale (one will be returned to be kept on the jobsite)  
Include in the plans:
  - A: Foundation Plan detailed
  - B: All significant elevations (side views)
  - C: Floor plans – including, but not limited to: use of all rooms and dimensions; window and door sizes; stairway structural details (*if applicable*); deck structural details (*if applicable*)
  - D: Cross section of one wall from footing to peak
  - E: Identify north elevation as (N)
  - F: Indicate snow-loading capacity. Be sure to show all dimensions
  - G: Energy code insulation values
  - H: Items required prior to rough-in: 1) Manufacturers truss diagrams  
2) Mechanical Design Criteria (Manual S & J)
4. Environmental health permit - is necessary for a septic & well system or an approval from the local municipal water/sewer authority  
VanBuren Co. Health Dept 269-621-3143
5. Proof of ownership – A copy of your deed or land contract or a tax bill receipt
6. Soil Erosion & Sedimentation Control Permit – a permit may be required if your jobsite is within 500' of a lake, river, stream, creek or county drain or if your project disturbs one acre or more 269-657-8241
7. Driveway Permit – the Van Buren County Road Commission requires a permit or waiver for construction 269-674-8011 or MDOT

### GENERAL INFORMATION

The building inspector is available at the Township Hall on Tuesday 10:00am-12:00pm. Hall phone 269-637-3305 and at Michigan Township Services M-F 8-9am Office: 111 Grand Street, Allegan MI 49010 Phone 1-800-626-5964 Fax 269-673-9583. Email - [mtsallegan@frontier.com](mailto:mtsallegan@frontier.com)

Township Hall - 09761 Blue Star Hwy

The zoning administrator is available at the Township Hall on Tuesdays 9-12pm and Thursday 1:30-4pm. Hall phone 269-637-3305 email [shtwp.zoninga@gmail.com](mailto:shtwp.zoninga@gmail.com) and available at Michigan Township Services MWThF 8-12; 1-5 1-800-626-5964 [mtsallegan@frontier.com](mailto:mtsallegan@frontier.com)

Electrical, Mechanical and Plumbing permits must be obtained separately; they are not included with the building permit

-Electrical and Mechanical contact Michigan Township Services at 1-800-626-5964 applications available [www.michigantownshipservices.org](http://www.michigantownshipservices.org)

-Plumbing permits contact State of Michigan at 517-241-9313