

DEPARTMENT OF BUILDING SAFETY

NILES CHARTER TOWNSHIP

320 Bell Rd. Niles, MI 49120

RESIDENTIAL PROJECT APPLICATION REQUIREMENTS

1. Completed Zoning compliance application
2. Sewer or Septic Permit (Berrien County Sewage Disposal Ordinance, Section 7.2 & MRC R106.1.1))
3. Well or Water Permit (Berrien County Private and Type III Public Ground Water Supply Ordinance, Section 7.3.1 & MRC R106.1.1)
4. Berrien County Drain Commission Permit, if applicable (MRC R106.1.1)
5. Berrien County Road Commission or MDOT permit, if applicable (MRC R106.1.1)
6. DEQ permit, if applicable (MRC R106.1.1)
7. Fire Apparatus Access Road within 150 feet of building (IFC 503.1.1) (MRC R106.1.1)
8. Completed Residential Building Permit Application – fee will be quoted upon review
9. For Homes under 3500 sf: 2 sets of Construction Plans/Drawings including the following.
***for homes over 3500 sf: 2 sets of signed/sealed** architectural Construction Plans/Drawings including the following:
 - Footing and foundation details (MRC R106.3)
 - Floor framing details (MRC R106.3)
 - Wall and roof details – see supplied form (MRC R106.3)
 - Manufacturer Installation Instructions, if applicable (MRC R106.1.2)
 - Flood Hazard Information, if applicable (MRC R106.1.3)
 - Truss Design Drawings and/or Data Sheet (MRC R106.1.4)
 - Site Plan – may be included w/zoning application (MRC R106.2)
 - Amended Construction documents, if applicable (MRC R106.4)