

**HOUGHTON COUNTY BUILDING DEPARTMENT**

**401 E. Houghton Avenue**

**Houghton, MI 49931**

**Phone (906)482-2260**

**email: [building@houghtoncounty.net](mailto:building@houghtoncounty.net) Website: [www.houghtoncounty.net](http://www.houghtoncounty.net)**

**CHECKLIST TO OBTAIN A BUILDING PERMIT**

**NOTE:** APPLICANTS ARE RESPONSIBLE FOR OBTAINING ALL PERMITS IN THE SEQUENCE SHOWN. THE OBTAINING OF ONE PERMIT DOES NOT GUARANTEE THE ISSUANCE OF OTHER PERMITS. Agricultural projects (animal shelter, farm machine storage) may be exempt from obtaining a building permit, but check with our office first.

**1. ZONING COMPLIANCE CERTIFICATE REQUIRED IN THE FOLLOWING:**

Adams Township

Calumet Township

Chassell Township

Duncan Township

Franklin Township

Hancock Township

Portage Township

Village of Calumet

Village of Laurium

Village of South Range

City of Hancock

City of Houghton

Certificates are issued from each local office and are required before a building permit can be applied for.

**2. ADDRESS/911 NUMBER/SIGN**

Issued by the Building Department: (906) 482-2260

**3. WELL/SEPTIC EVALUATIONS & PERMITS**

Issued from the Western U.P. District Health Dept., 540 Depot St., Hancock, Michigan.

Phone: (906)482-7382ext 119 Required for new or existing systems.

[www.westernuphealth.org](http://www.westernuphealth.org)

**4. STATE OF MICHIGAN (EGLE) PERMITS FOR IMPACTS TO THE GREAT LAKES, INLAND LAKES, STREAMS, WETLANDS, AND FLOOD PLAINS.**

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Updated: 01/23/2023

## **5. SOIL EROSION/SEDIMENTATION PERMIT**

Required where one acre or more will be disturbed or when construction occurs within 500 feet of a lake or stream. Applications are available from the Houghton County Building Department and are issued by County Drain Commissioner John Pekkala. Phone: 482-4491 or emailing [jpekkala@houghtoncounty.net](mailto:jpekkala@houghtoncounty.net)

## **6. DRIVEWAY ENTRANCE PERMIT**

Required when any work is done on a road right-of-way, such as signs, culverts, driveways, etc. Applications are available from the Road Commission on Royce Road in Ripley. Phone: (906) 482-3600. [www.houghtoncountyroads.org](http://www.houghtoncountyroads.org)

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ELECTRICAL INSPECTOR – Wayne Karvonen- South of Bridge	201-4489
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<b>MUNICIPALITY/OFFICE/INSPECTOR</b>	<b>NUMBER</b>
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<b>MUNICIPALITY/OFFICE/INSPECTOR</b>	<b>NUMBER</b>
VILLAGE OF SOUTH RANGE	482-8833

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<b>MUNICIPALITY/OFFICE/INSPECTOR</b>	<b>NUMBER</b>
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