

Helpful Guide to Building in Howard Township

1345 Barron Lake Road, Niles
County of Cass, State of Michigan
269-684-0072

Office Hours – Tuesday – Friday 9 am – 5 pm

_____ Zoning Compliance Application – Zoning Administrator Linda McGregor - 269-684-0072 (Tuesday-Thursday 9-4)

_____ Septic Permit – County Health Department – 269-782-0064

_____ Within 500 feet of water, Soil Erosion Permit required – Cass County Conservation District - 269-445-4428

_____ Two (2) sets of blueprints required

_____ Framing Details which include details for foundation, walls, floor and roof

Note: If the total square footage (including anything under a roof, i.e.; garage or porches) is over 3,500 sq. ft., your plans will require an architectural stamp of approval from a **Licensed Michigan Architect or Engineer**.

Required Inspections:

_____ Footing, Backfill & Radon Inspection – Rich McGrew 269-228-3234 (Must call prior to digging)

_____ Rough Plumbing Inspection – Ray Cole 269-409-6021

_____ Rough Electrical Inspection – Ron Bellaire 269-663-3429

_____ Rough Mechanical Inspection – Ray Cole 269-409-6021

Rough plumbing, electrical and mechanical inspections must be completed prior to calling for the following:

_____ Rough Framing & Insulation Inspection – Rich McGrew 269-228-3234

_____ Final Plumbing Inspection – Ray Cole 269-409-6021

_____ Final Electrical Inspection – Ron Bellaire 269-663-3429

_____ Final Mechanical Inspection – Ray Cole 269-409-6021

Final plumbing, electrical and mechanical inspections must be completed prior to calling for the following:

_____ Final Inspection – Rich McGrew 269-228-3234

_____ Occupancy Inspection – Rich McGrew 269-228-3234

***** Failing to complete required inspections may result in stop work orders, tear outs, redoes, fines and extra costs to the contractor and/or owner**

Contact Numbers:

Zoning Administrator	Linda McGregor	269-684-0072	Tuesday – Thursday 9am to 4 pm
Building Inspector	Rich McGrew	269-228-3234	
Electrical Inspector	Ron Bellaire	269-663-3429	
Plumbing Inspector	Ray Cole	269-409-6021	
Mechanical Inspector	Ray Cole	269-409-6021	