

## CASS COUNTY LAND DEVELOPMENT

If you plan to develop a parcel of land in Cass County here is a list of permits you may need:

**1. \_\_\_ ZONING PERMIT – Check with township/village/city for any fees.**

Check with the township/village to see if your parcel(s) can be developed as you planned.

**2. \_\_\_ SPLIT APPROVAL/PARCEL OWNERSHIP - Check with township/village/city for any fees.**

If your parcel will be the result of a property split, you will need township/village/city split approval before you can obtain an address or proceed with your planned development. Check with them for an application.

**3. \_\_\_ DRAIN CROSSING PERMIT – Fee \$150**

Issued by the Cass County Drain Commissioner – Room 215, Cass County Courthouse, 120 N Broadway, Cassopolis MI 49031. (269) 445-4428. If your development requires you to cross a county drain a permit is needed.

**4. \_\_\_ DRIVEWAY PERMIT – Fee / \$50 Residential / \$100 Commercial**

Issued by the Cass County Road Commission – 340 N O’Keefe, Cassopolis, MI 49031 (269) 445-8611 if your driveway will be located on a county road. Issued by the Michigan Department of Transportation (MDOT) if your driveway will be located on a state highway (see map located in General Information for contact information). A driveway permit is not needed if your driveway will be located on a private road.

**5. \_\_\_ ADDRESS – Fee \$100**

Issued by Cass County Treasurer’s Office – Room 113, Cass County Courthouse, 120 N Broadway, Cassopolis MI 49031 (269) 445-4447. Required for all new homes and businesses in the county. Also required for obtaining utility services.

**Note** – Obtaining an address does not constitute the approval to either split land or improve it through construction or otherwise.

**6. \_\_\_ SOIL EROSION AND SEDIMENTATION CONTROL PERMIT – Fees vary depending on earth change type. Fee schedule included with packet.**

Issued by Cass County Drain Commissioner – Room 215, Cass County Courthouse, 120 N Broadway, Cassopolis MI 49031 (269) 445-4428. Required when any soil is disturbed during development within 500’ of a body of water in the State of Michigan (lake, pond, stream, river creek, drain, etc). Also required if earth disturbance is more than one acre in size.

**7. \_\_\_ BUILDING PERMITS/INSPECTIONS**

\_\_\_ ELECTRICAL PERMITS/INSPECTIONS

\_\_\_ PLUMBING PERMITS/INSPECTIONS

\_\_\_ MECHANICAL PERMITS/INSPECTIONS

**Check with township/village/city for any fees.**

Issued by the township/village/city/state. An assigned address will be needed to obtain these permits/inspections.

**8. \_\_\_ WELL PERMIT - \$135 Residential / Check with Health Department for Commercial Fee**

Issued by the Van Buren/Cass District Public Health Department – 201 M 62 N, Cassopolis, MI 49031 (269) 445-5280. This permit is required for the installation of a private or Type III water supply.

**9. \_\_\_ SEPTIC SYSTEM PERMIT - \$90 Residential / \$120 Commercial (under 2000 gallons)**

Issued by the Van Buren/Cass District Public Health Department – 201 M 62 N, Cassopolis, MI 49031 (269) 445-5280. The Health Department requires that the owner call MISS DIG and that the utilities are located and marked before any site evaluation that involves disturbing the ground can be made.

**10. \_\_\_ HOMESTEAD EXEMPTION OR RECIND AFFADAVITS**

These forms should be filed with the appropriate Township Assessor if the owner chooses to claim a parcel as their primary residence and be eligible for the school tax exemption.

For additional information contact Cass County Treasurer’s Office – Room 113, Cass County Courthouse, 120 N Broadway, Cassopolis MI 49031 (269) 445-4447.