

IRON RIVER TOWNSHIP
ZONING PERMIT REQUIREMENTS
INCLUDING ALL ZONING DISTRICTS

- Photocopy of deed, quit claim deed, mortgage deed or land contract which has been recorded at the Register of Deeds office located in the court house, Crystal Falls, Mi.
- Deed(s), land contract must have the liber and page number where these documents are recorded and indexed. (the liber and page number are posted at the bottom or top of each page of these documents) These documents are required for proof of ownership and land description purposes and will be returned to you.
- Two (2) copies of site plan which must include the following:
 - size and dimensions of lot or acreage
 - size of new construction (length x width x height)
 - size of all other structures, buildings, storage sheds, and decks already located on the property
- Two (2) copies of most recent **plat of survey (NOT A MORTGAGE SURVEY)** performed by a registered State of Michigan land surveyor. The surveyor must physically mark the property lines that are closest to the new construction site and to adjacent property lines, public and private rights-of-way easements and setback lines which are open unoccupied spaces. **The land surveyor should contact the zoning administrator prior to completing survey**
- Name of owner or licensed contractor; address and location of property with house number or fire number if available
- Applications for a fire/house number are available through the Iron County Construction Code office; Crystal Falls, Mi 906-875-3102
- Beginning and ending of construction (usually no more than 1 year)
- Estimated cost of materials and labor (if owner is completing work-minimum wage) If a **Michigan licensed contractor** is completing construction, include quote for materials and labor (NOTE: estimated cost of material, etc. has no bearing on the assessment of the property. This information is used by the County and Iron River township for sales studies only).

Once all the required documents are assembled, contact Ron Simmons, Zoning Administrator (906-265-9394) to schedule an appointment for the zoning permit. **No construction can begin until Zoning Administrator physically reviews site plan, within 30 days of issuance of a zoning permit to approve or deny construction.**

Zoning fee of \$35.00 (no cash) subject to change.

Special exception use permits/variances require additional fees. \$200.00+ . (does not include zoning fee).

IRON COUNTY REGISTERED LAND SURVEYORS

Chris Stebbins 906-364-4887

Gary Pisoni 906-265-2097

906-284-0902