



OBTAINING A PROPERTY ADDRESS FOR A BUILDING PERMIT

The process starts by obtaining a property address at the Equalization Department.

(Located at 11265 M-32, Atlanta Michigan 49709) (989.785.8046)

This department issues property addresses for Inhabitable Structures, Well Sites, Tower Sites, and Temporary Addresses for RV's, electrical service, and for Special Requests.

If the property is not a split, complete an ADDRESS APPLICATION.

If the property is a split, you will need Township approval of the Land Division.

Albert & Loud: Deb Downing

Avery: Allen Berg

Briley & Vienna: Butch Dunham

Hillman & Village of: Garry Boldery Jr.

Montmorency: Kelly Bennett

Rust: Harry Guthrie

After you receive the Land Division Approval, you may apply for a Property Address.

You Will Need:

- 1. A fully completed Address Application, including a sketch.*
- 2. A copy of the Approved Land Division Application from the Township.*
- 3. All Survey and Description Information pertaining to the Land Division.*

Following the issuance of a Property Address and prior to the issuance of a Building Permit, you must contact the following Departments if applicable.

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| <i>1. Health Department (for Well and Septic approval)</i> | <i>989-785-4428</i> |
| <i>2. Road Commission (for Road names & Driveway Permits)</i> | <i>989-785-2218</i> |
| <i>3. Zoning Department (Zoning approval)</i> | <i>(See Township)</i> |
| <i>4. Building Department (for Building Permits)</i> | <i>989-785-8006</i> |

For Well and Tower Sites and temporary location of Recreational vehicles, please contact The Zoning Department or Building Department.