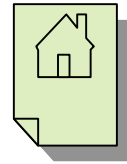


REQUIREMENTS FOR BUILDING A NEW HOME



Construction of a new home is an exciting but challenging process. There are many permits and fees required and missing one required element can hold up the construction and add both time and expense that were not anticipated. Below is a checklist of everything that you will need to provide or obtain in order to construct a new home in the City of Belding. The requirements are the same whether the home is to be stick-built or is a manufactured home, although there are some additional requirements specifically for manufactured homes as well (explained further below).

The house must comply with all restrictions and requirements of the City's Zoning Ordinance. The information provided here is only a summary of the requirements for construction of a new home. It is your responsibility to review the Zoning Ordinance in order to comply fully with its requirements and procedures.

Your first step is to apply for your building permit. There are several pieces of information that will need to be provided when you apply for the permit:

- Completed and signed building permit application. The application can be obtained at City Hall.
- Proof of ownership of the property (copy of recorded deed, property transfer affidavit, title insurance policy or tax bill)
- Two copies of complete construction/building plans (blueprints), including depth of foundation footings, elevations (views) of all sides of the building (identify the north elevation as 'N'), floor plans for all floors, including the basement, and a cross-section of one wall from footing to peak. One copy of the plans will be returned to you when you pick up your permit.
- A site drawing (plot plan) showing your proposed house, driveway, any accessory buildings either existing or proposed on the site (shed, garage, etc.), sidewalk, fences, etc. You must also show your lot lines, with their dimensions along with the dimensions of all buildings and the distances from all sides of every building to each lot line (setbacks).
- Energy Code calculations will need to be provided on the permit application form. The State requires a minimum level of energy efficiency for new homes.
- Infrastructure permit for utilities, curb cuts, sidewalk, drive approaches and/or driveways. The permit application can be obtained at City Hall. Call the DPW at the number below for more information.
- Soil erosion and sedimentation pollution control permits are required by the State if your property is either within 500 feet of a lake, river or stream, or is over 1 acre in size. You can contact Ionia County Drain Commissioner for more information at the number below.

The City's Zoning Ordinance has a list of requirements that your house will need to meet in order to be constructed or placed in the City. There are also specific setback requirements, which are based on the zoning district that your property is located in. Setbacks for the various residential districts are listed below. Please contact the City to determine exactly which district your property is in.

Zoning District	Setbacks		
	Front	Each Side	Rear
R-1	40	10	40
R-2	25	10	35
R-3	25	7	35
RM-1	30	15	30

The regulations specifically relating to single-family homes are explained below and are in checklist format so that you can keep track of which items you've already addressed. Those regulations which apply specifically only to manufactured homes are listed separately.

Requirements for all new homes (stick-built and manufactured), from Section 2.13 of the Zoning Ordinance:

- Single-story homes must have at least 960 square feet. Two or more story homes must have at least 1,200 square feet, with at least 768 square feet on the ground floor.
- The house has to comply with all applicable building, electrical, plumbing, fire, energy and other similar codes which are or may be adopted by the City. You also must meet all State or Federal codes which apply as well. If a State or Federal code requirement is different from that of the City, the State or Federal requirement applies. You will need to submit proof of compliance of these codes to the Building Inspector.
- The house must be attached to a permanent continuous foundation, which has a wall of the same perimeter dimensions as the home and must be constructed according to Building Code requirements.
- No side of the house can be less than 24 feet in length.
- For a home constructed on a corner lot, the front door of the home has to face (and be parallel to) the principal front lot line (shorter of the two street side lot lines). The front door is considered to be the door in the front wall of the building, acting as the principal entrance to the home.
- The house must have at least 120 square feet of storage space (basement, closets), either within the home itself or in a garage or shed on the property which is constructed to and meets all requirements for accessory structures. The storage space cannot be located in an attic.
- The house cannot have less than a 5/12 roof pitch and must have an overhang (eave) of at least 12 inches, unless the design of the roof necessitates alternative roof drainage system. The roof must have a snow load rating of forty (40) pounds per square foot.
- The home's exterior finish cannot cause reflection that is greater than what would be caused by siding coated with clean, white, gloss exterior enamel. Siding shall be the same gauge for modular and manufactured homes as for on-site-built homes.
- A house with a front elevation view of over 40 linear feet shall have a design offset including but not limited to: bay windows, covered porches, or structural offsets from the principal plane of the building.
- The house must have a minimum one-stall garage (either attached or detached).
- Any single-story house shall not be more than 2 times wider than its depth (not counting an attached garage).
- Garage doors may not comprise more than fifty percent (50%) of the front face of the structure.
- All houses without basements shall provide a crawl space below the entire floor of the dwelling, 4 feet in depth with a vapor barrier consisting of 2 inches of concrete on the floor of the crawl space. The crawl space needs to be provided with adequate drains to drain any accumulation of water in the crawl space.
- The house needs to be aesthetically compatible in design and appearance with other houses within 600 feet. The review shall include but not necessarily be limited to: roof pitch, scale, size, mass, minimum transparency, orientation to the street, and overhangs. However, this requirement is not meant to prohibit innovative design concepts involving such matters as (but not limited to) solar energy, view, or unique land contour. The compatibility of design and appearance is determined in the first instance by the Zoning Administrator upon review of the plans submitted for a particular dwelling unit. The Zoning Administrator's decision may be appealed to the Board of Zoning Appeals.
- Each house has to have an established vegetative ground cover no less than 12 months after occupancy. A minimum of 1 shade tree, 2.5 inches in diameter, 4 feet from the ground or one 6-foot evergreen tree has to be provided in the front yard. Existing landscaping can be accepted.

Additional requirements specifically for manufactured homes:

- The home must be certified by the manufacturer and/or appropriate inspection agency as meeting HUD's Mobile Home Construction and Safety Standards, or any similar standards which have replaced those. If the home is used, it also must be inspected by the City's Building Inspector and determined to be in excellent condition and safe and fit to live in.
- The home must be installed with the wheels removed. The home's foundation needs to fully enclose the chassis, undercarriage and towing mechanism.
- The home must be installed according to the manufacturer's setup instructions and must be secured to the building site by an anchoring system or device which complies with the rules and regulations (as amended) of the Michigan Mobile Home Commission, or any other agency which has regulatory responsibility for manufactured homes.

Other considerations which you will need to address include the provision for sidewalks if they are not already in place. The Zoning Ordinance requires installation of sidewalks in every zoning district, along every street frontage. Also, all driveways are required to be paved. The City has specific standards for curb cuts, drive approaches and sidewalks – these requirements are provided in a convenient brochure format for your information.

Contact Information

City of Belding

Building Inspector: Imperial Municipal Services, 1-800-442-2794
Call 794-1900, ext. 204 during office hours or to leave a message.
Office hours at City Hall are Tuesday/Thursday from 11:30am until noon.

Director of Public Works: Ernie Thomas, 794-1340 or 794-1900, ext. 218
E-mail: ethomas@ci.belding.mi.us

Zoning Administrator: Deb Steenhagen/Brenda Moore, LSL Planning, Inc., 616-336-7750
Call 794-1900, ext. 205 during office hours or to leave a message.
Office hours at City Hall are Tuesdays from 9:00am until 1:00pm.
E-mail: planning@ci.belding.mi.us

Other Contacts

Ionia County Drain Commissioner John Bush, 616-527-5373
E-mail: jbush@ioniacounty.org

Belding City Hall
120 S. Pleasant St.
Belding, MI 48809

Phone: (616) 794-1900
Fax: (616) 794-0091

City Hall Office Hours: Monday-Friday, 8 a.m. to 5 p.m.