

CHESTER TOWNSHIP BUILDING DEPARTMENT CONTACT INFORMATION

Chester Township Offices
PO Box 115
3509 Sehler Street
Conklin, MI 49403
616-899-5544
Fax 616-899-2937
mail@chester-twp.org
www.chester-twp.org

Imperial Municipal Services
263 Northland Drive
Rockford, MI 49341
Toll Free 1-800-442-2794
or 616-863-9294
Fax 616-863-9298

Permit applications are available through the Chester Township Offices on Monday, Wednesday or Friday mornings. Please call the above listed number and speak with Dianne or Jan. The permit will be issued by Imperial Municipal Services.

INSPECTIONS-All inspections are scheduled through Imperial Municipal Services and will be done on Mondays, Wednesdays or Fridays. Be sure that the property address is clearly marked and that the inspectors have the necessary access. Reflective address markers are available from the Township Office.

There may be additional charges for inspections that cannot be completed due to lack of access or incomplete work.

The following is a list of customary inspections.

BUILDING

Foundation-before backfilling, but after walls are damp proofed and wall anchors are installed

Framing-after all electrical, plumbing and mechanical rough in inspections have been completed and approved, and all framing is complete and before drywall is installed

Final-after all work is complete and all electrical, plumbing and mechanical work has been finalized and approved

ELECTRICAL

Service-prior to being connected to the power company

Rough In-before all wiring is covered

Final-when all wiring is complete including the light fixtures

PLUMBING

Underground-Before any lines are buried

Rough In-before any sewer or water lines are covered

Final-when all fixtures are set and all plumbing work is complete

Sewer Main-before sewer is covered

MECHANICAL

Underground-before any lines are buried

Rough In-before any ducts are covered

Gas Pressure Test-after all gas lines are run and a pressure test is complete

Final-after all mechanical equipment is installed and in running condition

ADDITIONAL CONTACT INFORMATION

Department of Environmental Quality-wetland reviews or questions
616-356-0500

Ottawa County Health Department-well & septic permits
616-396-5266

Ottawa County Road Commission-driveway placement
616-842-5400

Ottawa County Soil Erosion-for work within 500 feet of water
616-846-8220

MISS DIG-call before doing any digging
800-482-7171