

POST SITE PLAN REVIEW CHECKLIST

When your site plan project has received approval from the City of Walker Planning Commission you will need to apply for all the necessary permits to begin this project. The following items need to be submitted to the following City of Walker Departments: Planning, Building, Engineering and Public Works.

All Planning Commission conditions must be satisfied prior to a building permit being issued. Please review the staff reports for specific conditions of approval. Please call Pat at 791-6864 with questions.

1. Blue Prints – Two sets of completed construction documents prepared by or under the direct supervision of a registered design professional when required by Article 20 of 1980 Public Act 299.
2. Soil Erosion Permit – is required if the project is one acre or greater or is within 500' of a lake or stream. For permit information, contact Rachell Nagorsen at (616)791-6327, or [click here to obtain a Soil Erosion Permit Packet](#).
3. Storm Water Permit – Is required for all projects approved by the Planning Commission. For permit information, contact Rachell Nagorsen at (616)791-6327, or [click here to obtain a Storm Water Permit packet](#).
4. Highway Permits – are required for all work within the public right of way. You may contact the Department of Public Works at (616)791-6854. County roads contact the Kent County Road Commission at (616)242-6950. State roads contact M-Dot at (616)451-3091.
5. Michigan Energy Code – letter of compliance required from design professional.
6. Building Permit Application – An application can be obtained from the Building Department. If you have any further questions, please contact our office at (616)791-6858 or [click here to obtain a building permit application](#).
7. Contractors Registration Form – All contractors are required to be registered with the City of Walker Building Department. Please contact our office at (616)791-6858 or click here for a [Contractor Registration Application](#).
8. Sewer and Water – you must obtain a \$2.00 water and sewer affidavit from the City of Walker Treasurer's Office, they may be contacted at (616)791-6852. Contact City of Grand Rapids Water Department to pay all required fees. (Lot size will be required to obtain fees from Grand Rapids) City of Grand Rapids Water Department is located at 1120 Monroe Ave – their phone number is (616)456-3041.
9. Health Department – Contact Kent County Health Department for well and septic information, and food service projects. Kent County Health Department is located at 700 Fuller; their phone number is (616)336-3030