

Frequently Asked Questions concerning Building within City Limits

Do I need a permit for Building Work within the City of Hillsdale?

Yes, but the required permit is issued by the County Inspection Department at 517-437-4130, who can tell you what permits, if any, are required and their cost.

So, I don't need any permit from the City for building projects within the City Limits?

No, the City issues a zoning permit to insure that covered work meets the basic layout requirements of the Zoning Code. Before the County Building Department will issue a permit for most work, like a deck, an addition which will change or add to the footprint of your structure(s), or an accessory structure, you must obtain zoning approval from the City of Hillsdale for the site changes. You will need:

1. A completed zoning application from the Assessor's Office.
2. A site drawing, showing a plan view of the existing buildings, if any, the proposed construction and distances between the proposed construction and the property lines in all directions. Also, the distance between the proposed construction and any existing buildings must be included.
3. A Street Right of Way permit may be required.

What don't I need a building permit for?

Check with the County building department for current information at 517-437-4130.

Will I need zoning approval for any projects that don't require a building permit?

A zoning permit is still required for the placement of fences or an accessory building, even those less than 200 sq.ft, which may not require a County issued Building permit. Check with the City Assessor's department first at 517-437-6455.

How long will it take to get my zoning approval?

If all of the required elements are submitted along with a completed zoning permit application and the appropriate fee, no more than three business days.

Where can I put my fence, deck, pool, or addition?

This varies according to specific zoning district requirements. Please contact the Zoning Administrator at 517-437-6449 for proper zoning district and placement regulations.

Will I need a Right of Way permit for projects?

It may be necessary for you to obtain a Right-of-Way permit through the Hillsdale Street Department, prior to issuance of a building permit. A right of way permit may be required for most building permits as well as for paving your driveway, landscaping or replacing sidewalk. You may obtain an application for this permit at the Hillsdale City Streets Dept. (on Waterworks Rd) or the Hillsdale City Clerk's Office.

APPROVAL FOR THIS PERMIT IS GRANTED BY THE HILLSDALE STREET DEPARTMENT ONLY. Any questions concerning this permit can be answered by calling the Hillsdale Street Department at 517-437-6490.

My project is located on M-99, does the City issue Right of Way permits for this work?

For properties which abut M-99, any projects that involve work within the right of way must obtain all necessary Right of Way permits from the Michigan Department of Transportation. For information contact MDOT at (517) 373-2121 or see the [MDOT permit page](#).