STATE OF MICHIGAN
RICK SNYDER
GOVERNOR

DEPARTMENT OF ENERGY, LABOR & ECONOMIC GROWTH
LANSING

STEVEN H. HILFINGER
DIRECTOR

CONSTRUCTION CODE COMMISSION
BUREAU OF CONSTRUCTION CODES
Conference Room 3, First Floor
2501 Woodlake Circle
Okemos, Michigan 48864

*****AMENDED AGENDA*****
April 6, 2011
9:30 a.m.

1.	Call to Order and Determination of Quorum	
2.	Approval of Agenda (Pages 1-2)	
3.	Approval of Minutes – January 5, 2011 (Pages 8-13)	
4.	Director's Report	I. Poke
5.	Report of Assistance to Local Enforcing Agencies – Document #11-14 (Page 14)	K. Lambert
6.	Applications for Approval to Administer and Enforce (Pages 15-18)	M. Somers
	a) With Proposed Ordinance - Document #11-09a	
	b) With Appropriate Ordinance – Document #11-09b	
	c) Genoa Township – Document #11-09c *****AMENDED***** (See packet number 2)	I. Poke
7.	Applications for Program Approval – Document #11-10 (Pages 19-24)	L. Lehman
8.	Applications for Instructor Approval – Document #11-11 (Pages 25-27)	L. Lehman
9.	Applications for Inspector Registration	
	a) Recommendation of Approval – Document #11-12a-f (Pages 28-35)	L. Lehman

DELEG is an equal opportunity employer/program.
Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

10. Performance Evaluation Report – Menominee County — Document #11-13 (Page 36) — M. Somers

11. Public Comment

12. Old Business

13. New Business

14. 2011 Schedule – July 6, October 5

15. Adjournment

The meeting site and parking is accessible. Individuals attending the meeting are requested to refrain from using heavily scented personal care products, in order to enhance accessibility for everyone. People with disabilities requiring additional services (such as materials in alternative format) in order to participate in the meeting should call Brenda Caron at (517) 241-9302 at least 10 work days before the event.

STATE OF MICHIGAN
RICK SNYDER
GOVERNOR

DEPARTMENT OF ENERGY, LABOR & ECONOMIC GROWTH
LANSING

STEVEN H. HILFINGER
DIRECTOR

DOCUMENT #11-09c

March 31, 2011

TO: Members of the Construction Code Commission

FROM: Irvin J. Poke, AIA, Director

SUBJECT: Application for Approval to Administer and Enforce a Code

The following unit of government has submitted an application for approval to administer and enforce the Michigan code, along with an appropriate ordinance:

1. **B-11-03** **Genoa Township/Livingston County**
   Michigan Building Code
   Ordinance No. 110221-A
   Inspector/Plan Reviewer: Dennis S. Smith (Registration No. 001951)
   Previously county enforced

2. **E-11-03** **Genoa Township/Livingston County**
   Michigan Electrical Code
   Ordinance No. 110221-A
   Inspector/ Plan Reviewer: Anton M. Tomasin (Registration No. 005345)
   Previously county enforced

3. **M-11-03** **Genoa Township/Livingston County**
   Michigan Mechanical Code
   Ordinance No. 110221-A
   Inspector/Plan Reviewer: Merle E. West (Registration No. 004108)
   Previously county enforced

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4. P-11-03 **Genoa Township/Livingston County**
Michigan Plumbing Code
Ordinance No. 110-221-A
Inspector/ Plan Reviewer: Merle E. West (Registration No. 004108)
Previously county enforced

FINDINGS

After a review of the Township's Application to Administer and Enforce and the SAFEbuilt Michigan Services Agreement, the following problems are identified.

1) Section 1.6 of the contract identifies that SAFEbuilt will determine the fees for permits that shall be approved by the Building Official and Township Board. It is our position that the governmental subdivision shall establish reasonable fees, not a private contractor.

2) Within the same section the contract defines what should be included in the building valuation utilized as the basis for determining a permit fee. Items that have no bearing on the effort for inspection such as contractor's profit and architectural fees should not be utilized to calculate a permit fee.

3) Referring to Attachment A of the contract under Building Department Services, Item No. 4 indicates that SAFEbuilt will interpret codes to provide clarification as needed. It is our position this is not a function of a private contractor and that code interpretations should be rendered by the building official for the enforcing agency or the construction code commission.

4) Referring to Attachment A of the contract under Plan Review Services, SAFEbuilt indicates they will accept and perform plan reviews electronically. However, Article 20 of 1980 PA 299 requires that all documents prepared by licensed architects and engineers have an original seal and signature. The statute does not at this point in time acknowledge electronic submission of architectural and engineering documents.

5) Additionally, there is language within Attachment A that indicates SAFEbuilt will perform plan reviews on structures incidental to the purposes of agriculture. Under Section 2a (a) (f) and (z) of the Act, agricultural buildings are exempt from such regulation.

6) Referring to Attachment B of the contract, SAFEbuilt receives 85% of fees for permits and inspections with the Township receiving 15% of the fees. It is our position that the fees do not reflect the actual cost of providing the service to the public.

7) Refer to Modified Attachment E the Building Permit Fee Schedule indicates that the fee for a commercial plan review would be 65% of the building permit fee. It is our determination that 65% of the building permit fee is excessive for a plan review fee.

8) It is also indicated that the building permit fee would be based on the building valuation for new construction in accordance with the ICC table or in accordance with the total valuation of the project, whichever is higher. It is the position of the bureau that this could lead to abuse and manipulation in order to set and recover higher fees. Additionally, utilizing the building valuation method presents confusion for calculating permit fees for renovations, alterations and repairs. The bureau believes that the Township should decide upon a specific method and provide a formula to indicate how the building permit fee will be calculated. Additionally, there is not a method within the fee schedule to determine plan review and permit fees for pre-manufactured units.

9) Electrical, mechanical, and plumbing trade permit fees are based upon the building valuation. The bureau does not believe this is the appropriate method to determine the trade permit fee. The fee for these permits should be based upon the equipment installed and the effort to inspection the equipment and system authorized and installed under the permit. Additionally, basing the trade permit fee upon total building valuation presents problems for calculating fees for renovations, alterations, and repairs.

10) The fee charged for the use of outside consultants for plan checking and inspection indicates that the applicant will be billed at the actual cost that include administrative and overhead costs. It would not be clear to the public as to when this fee would be incurred.

11) Referring to Section (a) (1) Modified Attachment F, Construction Board of Appeals General Powers and Duties, this section should also indicate that the board of appeals has no authority to waive any requirements of the Michigan Construction Code.

12) Referring to the Services Agreement, the building official will work 5 hours per week. If there is only enough work to justify 5 hours a week, there is not enough to justify the authority to administer and enforce the code.

RECOMMENDATION: Due to concerns regarding the Township's Application to Administer and Enforce, staff recommends that the unit of government listed not be approved to administer and enforce the code.

IJP/ms

Genoa Township Application to Administer and Enforce

Title Page

1. Application to Administer and Enforce.....pages 7-8
2. Ordinance No. 110221-A.....page 9
3. Genoa Township Board Meeting – Minutes 1/3/2011.....pages 10-11
4. Genoa Township Board Meeting – Minutes 2/7/2011.....pages 12-15
5. Listing of Inspectors/Plan Reviewers.....page 16
6. Biographies of Inspectors/Plan Reviewers.....pages 17-20
7. Code Official Employment Agreement.....pages 21-31
8. Agreement for Building Department Services.....pages 32-50
9. Application for a Building Permit Form.....pages 51-54
10. Application for and Electrical Permit Form.....pages 55-56
11. Application for a Plumbing Permit Form.....pages 57-58
12. Application for a Mechanical Permit Form.....pages 59-60
13. Building Permit Form.....pages 61-65
14. Electrical Permit Form.....pages 66-68
15. Mechanical Permit Form.....pages 69-71
16. Plumbing Permit Form.....pages 72-74
17. Code Administration and Enforcement Procedures.....pages 75-76
18. Building Permit Fee Schedule.....page 77
19. Electrical Permit Fee Schedule.....page 78
20. Plumbing Permit Fee Schedule.....page 79
21. Mechanical Permit Fee Schedule.....page 80
22. Genoa Township Board Meeting – Minutes 3/7/2011.....pages 81-90
23. Construction Board of Appeals Procedures.....pages 91-94
24. Members of Genoa Township Construction Board of Appeals.....pages 95-109

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BUREAU OF CONSTRUCTION CODES
OFFICE OF ADMINISTRATIVE SERVICES

Application to Administer and Enforce

Michigan Department of Energy, Labor & Economic Growth
Bureau of Construction Codes / Office of Administrative Services
P.O. Box 30254, Lansing, MI 48909
517-335-2972
www.michigan.gov/bcc

Authority: 1972 PA 230 Completion: Mandatory Penalty: Governmental subdivisions will not be approved to administer and enforce code(s)	DELEG is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

NAME OF GOVERNMENTAL SUBDIVISION	CONTACT PERSON (Elected Official)		
Genoa Charter Township	Gary McCririe		
ADDRESS (Street Number and Name)			
2911 Dorr Road			
CITY	COUNTY	STATE	ZIP CODE
Brighton	Livingston	MI	48116
TELEPHONE NUMBER (Include Area Code)	FAX NUMBER (Include Area Code)	E-MAIL ADDRESS	
(810) 227-5225	(810) 227-3420	Gary@genoa.org	

A. Code Adoption

☑ To assume responsibility for the administration and enforcement of the act and the state code in accordance with Section 8b(6) of 1972 PA 230. **Attach a copy of the ordinance assuming responsibility for administration and enforcement of the act and the code.** *(Ordinance may be a proposed ordinance)*

State Code(s) to be Enforced

☑ Building ☑ Mechanical
☑ Electrical ☑ Plumbing

B. Enforcing Agency

1. ☑ This is to certify the enforcing agency is qualified by experience or training to perform the duties associated with construction code administration and enforcement, including the code and all related acts and rules.

Name of Inspector(s) *(Attach additional sheet, if necessary)*	Registration Number	Experience and/or Qualifications
See Attachments B		

Name of Plan Reviewer(s) *(Attach additional sheet, if necessary)*	Registration Number	Experience and/or Qualifications
See Attachments B		

Each inspector listed on the application must provide verification that he/she will perform inspections and/or plan review functions for the specific code discipline(s) identified.

Are the inspector(s) listed above associated with a private inspection agency? ☑ Yes ☐ No

If yes, complete the following:

Name and address of the private inspection agency SAFEbuilt, Inc. 200 E. Big Beaver Road, Troy, MI 48083

Governmental official responsible for the decision making as it relates to code administration and enforcement.

Name Dennis S. Smith Title Building Official Registration No. 001951

(Attorney General Opinion No. 4885, dated August 15, 1976, provides that an enforcing agency must be a public official or governmental agency. Inspection functions or other technical assistance may be performed under contract with a private organization, but all decisions and official actions based on such inspection or technical advice must be made by the enforcing agency. Any formal actions such as the issuance, suspension, revocation, or cancellation of permits is exclusively within the purview of the governmental entity. Decision making by a non-governmental entity in which government is not the final authority is in violation of the Michigan Constitution.)

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B. Enforcing Agency (continued)

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2. This is to certify the following services will be provided by the enforcing agency:
   - ☑ Plan Review
   - ☑ Permit Issuance
   - ☑ Timely field inspections
   - ☑ Issuance of final approval and certificate of occupancy
   - ☑ Retention of records
   - ☑ Identification/resolution of code violations

3. ☑ This is to certify a copy of the ordinance(s) assuming the responsibility to administer and enforce the state code(s) and a copy of each code enforced will be available for public viewing at the offices of the local governmental subdivision.

4. ☑ This is to certify the application for permit and permit forms are in compliance with the requirements of Section 10 of 1972 PA 230. **Attach copies of the application(s) for permit and a copy of the permit form.**

5. ☑ This is to certify that procedures for the administration and enforcement of the code have been adopted by the enforcing agency. These procedures govern the operation of the code administration and enforcement program for the governmental subdivision. The procedures should include:
   - ☑ (i) How permit applications are reviewed and approved.
   - ☑ (ii) How plans are reviewed and violations identified during the process are resolved.
   - ☑ (iii) How permits are issued.
   - ☑ (iv) How inspections are scheduled and findings reported.
   - ☑ (v) How code violations identified during inspections are resolved.
   - ☑ (vi) Record keeping procedures.
   - ☑ (vii) How certificates of occupancy and final approvals are issued.

   Attach a copy of the procedures for the administration and enforcement of the code(s).

6. ☑ This is to certify fees have been adopted for the administration and enforcement of the code(s) in compliance with Section 22 of 1972 PA 230. **Attach a copy of the fee schedule.**

C. Construction Board of Appeals

This is to certify a Construction Board of Appeals has been established in accordance with Section 14 of 1972 PA 230. The names and qualifications of the members of the Construction Board of Appeals is listed below. *(Attach additional sheet, if necessary)*

Attach a copy of the Board of Appeals procedures.

Name	Qualifications (Include professional license number and/or registration number)
See Attachments F	

D. Certification

I certify the information given in this application to administer and enforce is true and accurate to the best of my knowledge.

Name of Elected Official (Type or Print) Gary McCririe Title Township Supervisor

Signature of Elected Official _____ Date 2-9-2011

Copies of all documents attached to or submitted with this application should include a reference to the governmental subdivision.

ATTACHMENT A

GENOA CHARTER TOWNSHIP
ORDINANCE NUMBER 110221-A

An ordinance for Genoa Township to assume responsibility for the administration and enforcement of the Stille-DeRossett Hale Single State Construction Code Act, 1972 PA 230, MCL 125.1501 and to designate an enforcing agency to discharge the responsibilities of Genoa Charter Township under the provisions of said Act.

GENOA CHARTER TOWNSHIP ORDAINS:

Section 1. ASSUMPTION OF RESPONSIBILITY. Genoa Charter Township assumes responsibility for the administration and enforcement of Public Act 230 of 1972 throughout its corporate limits.

Section 2. ENFORCING AGENCY DESIGNATED. Pursuant to Section 8b(6) of The Stille-DeRossett Hale Single State Construction Code Act, 1972 PA 230, MCL 125.1508b(6), Genoa Charter Township hereby elects to administer and enforce the 1972 PA 230, the Michigan Building Code, the Michigan Electrical Code, the Michigan Mechanical Code and the Michigan Plumbing Code. Genoa Charter Township shall also administer and enforce the respective provisions of the Michigan Residential, Rehabilitation, and Uniform Energy Codes and all applicable laws and ordinances. A government official registered in accordance with 1986 PA 54 shall be appointed to receive all fees, issue permits, plan reviews, notices, orders, and certificates of use and occupancy. All personnel performing plan reviews and inspections shall be registered in accordance with 1986 PA 54.

Section 3. REPEALS. All ordinances inconsistent with the provisions of this ordinance are hereby repealed.

Section 4. PUBLICATION. This ordinance shall be effective after legal publication and in accordance with provisions of the Act governing same.

This ordinance duly adopted on February 21, 2011 at a regular meeting of the Genoa Charter Township Board of Trustees and will become effective April 7, 2011.

Date: February 21, 2011

Signed _____
Polly Skolarus
Clerk of Genoa Charter Township

Attested: _____
Gary McCririe
Supervisor of Genoa Charter Township

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GENOA CHARTER TOWNSHIP
BOARD OF TRUSTEES
Regular Meeting
January 3, 2011

MINUTES

Supervisor McCririe called the regular meeting of the Genoa Charter Township Board to order at 6:30 p.m. The Pledge of Allegiance was then said. The following persons were present constituting a quorum for the transaction of business: Gary McCririe, Paulette Skolarus, Robin Hunt, Steve Wildman, Jim Mortensen, Todd Smith and Jean Ledford. Also present were Township Manager Michael Archinal and two persons in the audience.

Call to the Public was made with no response.

Approval of Consent Agenda:
Moved by Ledford, supported by Mortensen, to approve all items listed under the consent agenda. The motion carried unanimously.

1. Payment of Bills

2. Request to approve minutes: 12-06-10

3. Request for approval to enter into agreements to collect 2011 summer school property taxes with Hartland Consolidated Schools, Brighton Area Schools, Howell Public Schools and LESA as submitted by the Township Treasurer.

4. Consider extension until 12/31/2011 of the reimbursement policy for Township residents charged out-of-district fees for certain recreation programs.

Approval of Regular Agenda:
Moved by Skolarus, supported by Hunt, to approve for action all items listed under the regular agenda. The motion carried unanimously.

5. Review of the annual Planning Commission report for 2010 submitted by the Township Planning Director.

The report was received with no action taken by the board.

6. Consider first reading of an ordinance to designate Genoa Charter Township as an enforcing agency for the Michigan Construction Code.

Moved by Wildman, supported by Smith, to approve ordinance 110103 effective Feb. 1, 2011and schedule a public hearing for January 18, 2011. The motion carried as follows: Ayes – Ledford, Smith, Hunt, Wildman, Mortensen, Skolarus and McCririe. Nays – None.

7. Consider approval of agreement between Genoa Charter Township and SAFEbuilt Michigan, Inc. for building department services.

Moved by Smith, supported Wildman, to approve the Agreement with SAFEbuilt to provide building department technical services. Further, to approve the Building Department Fee Schedule and Building Code Official Employment Agreement with Dennis Smith for part time employment commencing 02/01/2011 and terminating 12/31/2012. The motion carried unanimously.

Other Business:

Archinal – ITC Holdings Corp will donate $5,000.00 to a community initiative for compatible planting species in the township. It was suggested that residents bringing in yard waste be provided with an evergreen tree for planting to replace vegetation management by ITC. The board was in agreement with this recommendation.

The administrative committee will meet with the township engineer and Fonson to discuss the installation of an outdoor natural skating rink for the township.

The regular meeting of the Genoa Charter Township Board was adjourned at 7:45 p.m.

Paulette A. Skolarus
Genoa Township Clerk

(Press/argus 01/07/2011)

Susan M. Sitner
Susan M. Sitner
Notary Public, Livingston County, MI
My Commission Expires January 26, 2012

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GENOA CHARTER TOWNSHIP BOARD
Regular Meeting
February 7, 2011
6:30 p.m.

AGENDA

Supervisor McCririe called the regular meeting of the Genoa Charter Township Board to order at 6:30 p.m. The Pledge of Allegiance was then said. The following persons were present constituting a quorum for the transaction of business: Gary McCririe, Paulette Skolarus, Robin Hunt, Steve Wildman, Jim Mortensen, Todd Smith and Jean Ledford. Also present were Township Manager Michael Archinal, Township Attorney Frank Mancuso, Township Auditor Ken Palka and three persons in the audience.

A call to the public was made with no response.

Approval of Consent Agenda:
Moved by Ledford, supported by Wildman, to approve all items listed under the consent agenda. The motion carried unanimously.

1. Payment of Bills

2. Request to approve minutes: 01-18-11

3. Request for approval of a $5.00 increase in refuse collection fees.

4. Consider approval for the purchase of upgrades to the BS&A Software for Assessing, Taxes, Special Assessments and Animal License at the cost of $16,095.

Approval of Regular Agenda:
Moved by Hunt, supported by Ledford, to approve for action all items listed under the regular agenda. The motion carried unanimously.

5. Presentation by Ken Palka with regard to the quarterly budget analysis for Township funds as well as the first draft of budgets for 2011/2012.

A. Request for approval of amendment to budgets for the fiscal year ending March of 2011.

Moved by Ledford, supported by Skolarus, to approve the amendment to the General Fund Budget ending March 31, 2011 as submitted. The motion carried unanimously.

Moved by Skolarus, supported by Ledford, to approve the amendment to the Liquor Law Fund No. 212 as submitted. The motion carried unanimously.

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Moved by Wildman, supported by Ledford, to approve the amendment to Road Improvement Fund No. 261 as submitted. The motion carried unanimously.

Moved by Ledford, supported by Hunt, to approve the amendment to the Road/Lake Reimbursement Fund No. 264 as submitted. The motion carried unanimously.

Moved by Ledford, supported by Wildman, to approve the amendment to Future Development Parks and Recreation Fund No. 270 as submitted. The motion carried unanimously.

Moved by Skolarus, supported by Wildman, to approve the amendment to the building Reserve Fund No. 271 as submitted. The motion carried unanimously.

Moved by Ledford, supported by Hunt, to approve the amendment to the DPW Fund No. 503 as submitted. The motion carried unanimously.

Moved by Skolarus, supported by Ledford, to approve the amendment to the DPW Reserve Fund No. 504 as submitted. The motion carried unanimously.

B. Discussion of general fund and other miscellaneous budgets with regards to the presentation of the preliminary draft for the fiscal year beginning April 1, 2011 ending March 31, 2012.

The board took no formal action with regard to the recommended budgets. A public hearing on the budgets for Fiscal 2011 thru 2012 will be scheduled for March 21, 2011. The General Fund Budget may be viewed on the Township web site at www.genoa.org. Hard copies are available at the Township hall.

6. Request for approval of a resolution supporting the Latson Road Interchange.

Moved by Smith, supported by Ledford, to approve Resolution No. 110207 authorizing $1,500,000.00 in support of the Latson Road Interchange. The motion carried as follows: Ayes – Ledford, Smith, Hunt, Wildman, Skolarus and McCririe. Nay – Mortensen.

7. Request to authorize a publication and set public hearing on February 21st, 2011 at 6:30 p.m. of an ordinance to designate Genoa Charter Township as an enforcing agency for the Michigan Construction Code.

Moved by Smith, supported by Wildman, to approve the publication and public hearing as requested. The motion carried by roll call vote as follows: Ayes – Ledford, Smith, Hunt, Wildman, Mortensen, Skolarus and McCririe. Nay – none.

8. Request for approval to create a Construction Board of Appeals pursuant to the Stille-DeRossett-Hale Single State Construction Code Act (PA 230 of 1972).

Moved by Mortensen, supported by Smith, to approve the creation of a Construction Board of Appeals (with minor changes to the document as recommended by Attorney Mancuso),

tentatively appointing Mark Leonard, Jim Barnwell and Brian Donovan to the Board of Appeals. The motion carried by roll call vote as follows: Ayes – Ledford, Smith, Hunt, Wildman, Mortensen, Skolarus and McCririe. Nays – none.

9. Request for approval of Procedures for Construction Code Administration.

Moved by Ledford, supported by Skolarus, to approve the procedures for Construction Code Administration as submitted. The motion carried unanimously.

10. Request for approval of an ordinance to create the Genoa Charter Township Planning Commission for compliance with P.A. 33 of 2008, as amended being the Michigan Planning Enabling Act, M.C.L. 125.3801.

Moved by Ledford, supported by Hunt, to table the request until the next regular meeting of the board. The motion carried unanimously.

11. Request to authorize a publication and set public hearing for February 21, 2011 at 6:30 p.m. for approval of ordinance # Z-11-01 for amendments to Zoning Ordinance Articles 3 and 11.

Moved by Smith, supported by Wildman, to authorize the publication and set the public hearing for Feb. 21, 2011. The motion carried unanimously.

12. Request to authorize a publication and set public hearing for February 21, 2011 at 6:30 p.m. for approval of ordinance #Z-11-02 for a rezoning from LDR (Low Density Residential) to a conditional OSD (Office Service District) located at 2980 Dorr Road, Brighton, Sec. 15, petitioned by Genoa Charter Township on behalf of Livingston County United Way.

Moved by Smith, supported by Ledford, to approve the publication and set the public hearing as requested. The motion carried unanimously.

The regular meeting of the Genoa Charter Township Board was adjourned at 7:10 pm.

Paulette A. Skolarus
Genoa Township Clerk

(Press/Argus 02/11/2011)

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CLERK'S CERTIFICATE

The undersigned, being the duly qualified and acting Clerk of the Township, hereby certifies that (1) the foregoing is a true and complete copy of the February 7, 2011 minutes and resolution duly adopted by the Township Board at a meeting of the Genoa Charter Township Board, at which meeting a quorum was present and remained throughout; (2) the original thereof is on file in the records in my office; (3) the meeting was conducted, and public notice thereof was given, pursuant to and in full compliance with the Open Meetings Act (Act No. 267, Public Acts of Michigan, 1976, as amended); and (4) minutes of such meeting were kept and will be or have been made available as required thereby.

Paulette A. Skolarus, Genoa Charter Township Clerk February 7, 2011

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Attachment B

Genoa Charter Township Inspectors

Name of Inspectors

Trade	Name	Registration Number	Experience and/or qualifications
Building	Dennis S. Smith	001951	See attached
Plumbing	Merle E. West II	004108	See attached
Mechanical	Merle E. West II	004108	See attached
Electrical	Anton M. Tomasin	005345	See attached

Name of Plan Reviewers

Trade	Name	Registration Number	Experience and/or Qualifications
Building	Dennis S. Smith	001951	See attached
Plumbing	Merle E. West II	004108	See attached
Mechanical	Merle E. West II	004108	See attached
Electrical	Anton M. Tomasin	005345	See attached

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Attachment B

Dennis S. Smith, CBO/CFI.
922 Main Street
Fenton, MI 48430

BIO

Dennis S. Smith is the former Senior Building and Fire Inspector for the Charter Township of Grand Blanc. He previously served as the Building Official for the City of Grand Blanc. He has over 30 years experience in municipal government. He has served as a Fire Chief, Fire Marshal and Police Detective. He holds several State and National Certifications and has served on several BOCA and International Code Development Committees. Mr. Smith has been instrumental in the development of several approved training courses for building inspectors, fire personnel and police officers as well as providing training for the State of Michigan, Michigan Municipal League, Michigan Townships Association. Mr. Smith is currently on the faculty of Mott Community College, where he teaches the Fire Technology program.

State of Michigan Licenses

Act 54 Registered - #1951

- Building Official
- Building Inspector
- Plan Reviewer
- Fire Inspector

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State and National Certifications

State of Michigan

- State Certified Fire Inspector
- State Certified Fire Investigator
- State Certified Instructor, Michigan Fire Fighters Training Council
- State Certified Fire Officer III
- State Certified Advanced Police Officer
- Certified District & Circuit Court Expert Witness

Genoa Charter Township

Bureau of Construction Codes

- State Approved Trainer - Building & Fire Inspection programs

International Code Council

- Nationally Certified Fire Prevention Inspector Levels I & II
- Nationally Certified General Building Inspector
- Nationally Certified 1 & 2 Family Dwelling Building Inspector

National Fire Prevention Association

- Certified Fire Inspector
- Certified Plan Reviewer

Professional Memberships

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Genesee County Building Officials Association

- Past President
- Training Officer

Genesee County Association of Fire Chiefs

- Past President

International Code Council

- Fire Prevention Code Development Committee
- International Fire Code Development sub-committee
- Building Code Interpretations Committee
- Model Energy Code and 1 & 2 Family Dwelling Code sub-committees
- International Fire Code Development Committee
- International Residential Code Interpretations Committee
- International Fire Code & International Urban-Wildland Interface Interpretations Committee

Michigan Fire Inspectors Society

- Building Code Committee

REGISTERED CODE OFFICIAL AND INSPECTOR

CATEGORIES
BUILDING OFFICIAL
BUILDING INSPECTOR
PLAN REVIEWER

DENNIS S SMITH
922 MAIN ST
FENTON MI 48430

REGISTRATION NO
001951

EXPIRATION DATE
09/16/12

JENNIFER GRANHOLM
GOVERNOR

MICHIGAN DEPARTMENT OF ENERGY, LABOR & ECONOMIC
BUREAU OF CONSTRUCTION CODES

REGISTERED CODE OFFICIAL AND INSPECTOR

CATEGORY BUILDING OFFICIAL
BUILDING INSPECTOR
PLAN REVIEWER

DENNIS S SMITH
922 MAIN ST
FENTON MI 48430

REGISTRATION NO
001951

EXPIRATION DATE
09/16/12

THIS DOCUMENT IS DULY
ISSUED UNDER THE LAWS OF
THE STATE OF MICHIGAN

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ECONOMIC GROWTH

MAR 16 2011

BUREAU OF CONSTRUCTION CODES
OFFICE OF ADMINISTRATIVE SERVICES

Genoa Charter Township

2911 Dorr Road • Brighton, Michigan 48116 • (810) 227-5225 • Fax (810) 227-3420 • www.genoa.org

Upon approval of the Genoa Township application by the State Construction Code Commission, I, Dennis S. Smith, State registration number 1951, swear and affirm that I will be conducting building inspections and building plan reviews, for the Genoa Charter Township, as required by the State Construction Code Act, P.A. 230 of 1972, as amended.

Dennis S. Smith

2/5/11
Date

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OFFICE OF ADMINISTRATIVE SERVICES

Supervisor
Gary T. McCririe

Clerk
Paulette A. Skolarus

Treasurer
Robin L. Hunt

Manager
Michael C. Archinal

Trustees
H. James Mortensen • Jean W. Ledford • Todd W. Smith • Steven Wildman

GENOA TOWNSHIP
CODE OFFICAL EMPLOYMENT AGREEMENT

THIS AGREEMENT is made by and between, GENOA TOWNSHIP, with office at 2911 Dorr Road, Brighton, Michigan 48116, hereinafter referred to as "Employer" and Dennis Smith, of 922 Main Street, Fenton, Michigan 48430, hereinafter referred to as "Code Official."

1. Employer hereby employs and Code Official hereby accepts employment subject to the terms of this Agreement as hereinafter set forth.

2. The Initial Term of this Agreement shall commence on February 1, 2011 and end on December 31, 2012, unless sooner terminated by either party as provided herein. This Agreement shall extend for successive one (1) year terms unless terminated at least thirty (30) days prior to the expiration of the Initial Term or the Renewal Term as applicable.

3. The duties of the Code Official shall include such work as may be required by Employer together with the described duties as recited in **Attachment A** attached hereto. The Code Official position is a part time position. The Code Official shall work five (5) hours per week for Employer with the specific hours to be reasonably determined by Chief Administrative Officer. In addition, the Code Official shall, at no cost, occasionally attend Township Board meetings as directed by the Township Manager, Supervisor, Clerk or Treasurer. Regular attendance is not contemplated at this time. If regular attendance is required in the future this contract may be modified.

4. During working hours, the Code Official shall devote his full time and attention and his best energies and abilities to the performance of such duties as may be assigned to him by Employer, and shall serve Employer faithfully and diligently and use his utmost endeavors to promote the interests of Employer.

5. The Code Official represents and warrants that he is licensed and properly registered as required by law including, but not limited to, the Stille-Derossett-Hale Single State Construction Code Act, MCL 125.1501, et.seq, the Building Officials and Inspectors Registration Act, MCL 338.2301, et.seq., and the Occupational Code, MCL 339.101, et.seq. The Code Official further warrants and represents that he shall comply with all applicable laws during the term of this Agreement and shall enforce the Michigan Building Code and the Genoa Township Ordinances within Genoa Township. The Code Official further represents and warrants that he possesses all skills, knowledge and abilities to competently, timely and professionally perform the Services of the Code Official as required by law and that the services will be performed in a good and competent manner. The Code Official shall provide Employer with a copy of all licenses and registrations required by this Agreement.

6. This contract may be terminated without cause by the Township upon the giving of thirty (30) days notice to the Code Official. Likewise, the Code Official may terminate this contract on thirty (30) days notice to the Township.

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7. Employer agrees to pay Code Official and Code Official agrees to accept as compensation, Seven-thousand, Seven-hundred Fifty and 00/100 Dollars ($7,750.00) per year based on twelve months. Payment for the 2011 year shall be pro-rated based on eleven months (i.e, $7,750.00/12 x 11). The sums shall be paid to the Code Official in equal biweekly payments during the term of the contract. The Code Official shall submit weekly time sheets to the Township Manager or Chief Administrative Officer as directed.

8. Employer agrees to pay the Code Official for incidental expenses incurred in relation to activities approved by the Township in accordance with Township policies.

9. The Code Official shall have all other benefits as described in the Genoa Township Personnel and Policy Manual as may be modified from time to time by the Employer.

10. The Agreement shall be binding upon and inure to the benefit of the Code Official and his heirs and assigns and personal representatives and the Township of Genoa, a general law township.

IN WITNESS WHEREOF, the Township, through its Supervisor and Clerk, have executed this Agreement after grant of authority to do so by the Genoa Township Board on January 3, 2011 and Jack Donaldson, the Code Official, has set his hand and seal, on the date indicated.

WITNESSETH:

_____

Diane M. Terbry

GENOA TOWNSHIP – EMPLOYER

By: _____
Gary T. McCririe
Its Supervisor
Dated: 1, 6 2011

By: Paulette A. Skolarus
Paulette A. Skolarus
Its Clerk
Dated: Jan, 6, 2011

CODE OFFICIAL

_____
Dennis Smith
Dated: JAN 6, __, 2011

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ATTACHMENT A
CODE OFFICIAL RESPONSIBILITIES

The following are responsibilities of the Building Code Official:

1. Enforcement of building codes.
2. Issuance, suspension, revocation or cancellation of building permits.
3. Providing written code violation notices.
4. Assist in the establishment of fees.
5. Providing official orders and notices.
6. Provide information, education, and recommendations to the public on how to obtain and maintain building code compliance.
7. Issue "Stop Work" orders for work done without a permit
8. Issue "Dangerous Building Notices"
9. Review files for buildings being completed and issue Certificates of Occupancy where applicable
10. Review monthly reports and annual reports for work performed and fees collected among other activities in a format acceptable to the Township
11. Meet with applicants for pre-submittal courtesy reviews
12. Work in unison with the Brighton Area Fire Authority to ensure compliance with any applicable fire codes and to be certain that all commercial and multi-family residential structures have been properly inspected prior to issuing a Certificate of Occupancy
13. Provide advice, education, and support to the Township Board and department heads regarding code interpretations and adoptions
14. Provide direction and supervisory support to all Building Department personnel.
15. Fulfill all the duties and legal requirements set forth by the State of Michigan Building Codes and the Township Code of Ordinances
16. Oversee qualified and certified personnel to perform inspections, plan review and Building Code Official duties as required by the State of Michigan
17. Review and respond to all Freedom of Information Act ("FOIA") requests in compliance with the Township's FOIA procedure and review all subpoenas or requests for any documents or information concerning court cases
18. Review and determine all fee disputes with third parties
19. Facilitate and assist the Building Code Board of Appeals for the Township and maintain records
20. Interpret and decide all building code questions within the Building Department
21. Provide all other services under State Law, the Township Code of Ordinances, Resolutions of the Township Board or as implied under the duties and scope of services listed in this Agreement.

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BUREAU OF CONSTRUCTION CODES
OFFICE OF ADMINISTRATIVE SERVICES

Attachment B

MERLE E. WESTT II
9246 Lewis Road
Vassar, MI 48768
(989)871-6804

WORKING EXPERIENCE AND KNOWLEDGE IN:

Residential-	Plumbing, heating, and air conditioning systems.
Commercial-	Plumbing, heating, and mechanical systems, which include Restaurants, grocery stores, malls, hotels, theaters, retail outlets, Hospitals, universities, and churches.
Light Industrial-	Plumbing, heating, and mechanical systems, which include: Process piping, chemical piping, pneumatics, compressed air, Hydraulic systems, air quality systems, fire suppression, steam Systems, and air conditioning.
Heavy Industrial-	Plumbing, heating, and mechanical systems, which include: Product systems lines, process piping, seam systems, convair lines, air quality, humidification, fire suppression, robots, and pneumatic systems.

LICENSES AND CERTIFICATIONS

Michigan Master Plumbing License #81-09426

Michigan Licensed Plumbing Inspector/ Plan review #P004108

Michigan Mechanical License #71-12356

Michigan Licensed Mechanical Inspector/ Plan Review #P004108

Cross Connection Control License #90-190

American Medical Gas Institute: Licensed Installer

UA Local #370 Qualified Pipe Welder

Michigan Boiler License #315072 1B

A.S.S.E. Certified Proctor

N.I.T.C. Certified Proctor

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OFFICE OF ADMINISTRATIVE SERVICES

Attachment B

MERLE E. WEST II
9246 Lewis Rd.
Vassar, MI 48768
(989) 871-6804

EMPLOYMENT EXPIERIENCE

8/2002 – Present	Independence Township (Oakland County, MI) Plumbing, Mechanical, and Cross Connection Inspector and Plan Review.
1/2001 – Present	Arbela Township (Tuscola County, MI) Plumbing and Mechanical Inspector
5/2001 – Present	Shiawassee County Plumbing & Mechanical and Plan Review
2/2005 – Present	Holly Township (Oakland County, MI) Plumbing & Mechanical Inspector
1/2005 -- Present	Beuna Vista Plumbing & Mechanical Inspector and Plan Review
1/1999 – 12//2001	Deerfield Township (Livingston County, MI) Plumbing, Mechanical, and Cross Connection Inspector and Plan Review
5/1999 – 7/2004	City of Flint, Michigan Plumbing, Mechanical, and Cross Connection Inspector and Plan Review
6/1988 – 5/1999	U.A.Local #370, Flint, MI Install Plumbing and mechanical systems throughout Michigan and the Midwest.

I also provide services for : Clayton, Grand Blanc Twshp., Owosso, Birch Run, Frankenmuth, Vienna Township, Lake Ageluis, Thetford Township, Otter Lake, and Springfield Township.

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Genoa Township

Attachment B

MICHIGAN DEPARTMENT OF ENERGY, LABOR & ECONOMIC GROWTH
BUREAU OF CONSTRUCTION CODES

REGISTERED CODE OFFICIAL AND INSPECTOR

CATEGORIES
MECHANICAL INSPECTOR
PLUMBING INSPECTOR
PLAN REVIEWER

MERLE E WEST, II
9246 LEWIS RD
VASSAR MI 48768

REGISTRATION NO. 004108
EXPIRATION DATE 09/16/12

JENNIFER GRANHOLM
GOVERNOR

MICHIGAN DEPARTMENT OF ENERGY, LABOR & ECONOMIC
BUREAU OF CONSTRUCTION CODES

REGISTERED CODE OFFICIAL AND INSPECTOR

CATEGORY: MECHANICAL INSPECTOR
PLUMBING INSPECTOR
PLAN REVIEWER

MERLE E WEST, II
9246 LEWIS RD
VASSAR MI 48768

REGISTRATION NO. 004108
EXPIRATION DATE 09/16/12

BCC-149 (Rev. 5/09)

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BUREAU OF CONSTRUCTION CODES
OFFICE OF ADMINISTRATIVE SERVICES

Genoa Charter Township

2911 Dorr Road • Brighton, Michigan 48116 • (810) 227-5225 • Fax (810) 227-3420 • www.genoa.org

Upon approval of the Genoa Township application by the State Construction Code Commission, I, Merle E. West II, State registration number 004208, swear and affirm that I will be conducting Plumbing and Mechanical inspections and Plumbing and Mechanical plan reviews, for Genoa Charter Township, as required by the State Construction Code Act, P.A. 230 of 1972, as amended.

Merle E. West II

2-9-11
Date

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Genoa Charter Township

Supervisor	Clerk	Treasurer	Manager
Gary T. McCririe	Paulette A. Skolarus	Robin L. Hunt	Michael C. Archinal

Trustees

H. James Mortenson • Jean W. Ledford • Todd W. Smith • Steven Wildman

Attachment B

Anton M. Tomasin

4850 Hosner Rd., Metamora, MI 48455 • Residence 810-796-9669 • Cell 248-561-4351
tony@tomasinelectric.com

Objective

Seeking Electrical Inspector & Electrical Plan Reviewer Position.

Qualifications

Licensed State of Michigan Electrical Inspector
Licensed State of Michigan Plan Reviewer
Licensed State of Michigan Master Electrician
Licensed State of Michigan Electrical Contractor
Licensed State of Michigan Residential Builder
State of Michigan ACT 54 Registered Instructor

Professional Accomplishments

State of Michigan Electrical Code Official
State Registered ACT 54 Instructor.
Adjunct Professor Apprentice Training Program Oakland Community College.
Conducted and authored State approved training courses for Electrical Inspectors, Building Inspectors, Code Officials, Fire Marshals and Electrical Contractors.
Former Owner of Tomasin Electric Inc. for over 27 years.
Former Owner CAD COM Construction specialized in construction management.
Former Electrical inspector and plan reviewer for the City of Novi, Vienna Township, Rich Township and City & Township of North Branch, Michigan.
Current Member of the Almont, MI Construction Board of Appeals.
Reserve Lieutenant Oakland County Sheriff's Department, Special Operations Officer
Past President USS Johnston DD-821 Association-U.S. Navy Destroyer Veteran

Key Skills

- Over 40 years in electrical code enforcement and electrical contracting including plan review. I specialized in design-build installations of commercial, industrial and custom residential projects. I have an extensive knowledge of all electrical installations including hospitals and specialty applications.
- Excellent computer skills
- State approved Act 54 instructor with accredited training courses.
- Graduate of the International Association of Electrical Inspectors Electrical Inspector Training Course.

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Anton M. Tomasin

Employment History:

2009 Present	On Call State Registered Electrical Inspector & Plan Reviewer
2009-Present	Oakland Community College Adjunct Professor
2007-2009	City of Novi Electrical Inspector & Plan Reviewer
2006-2007	North Branch Township, Village of North Branch, Vienna Township and Rich Township, Michigan Electrical Inspector & Plan Reviewer
1974-2006	Tomasin Electric Co. Inc., 2384 Devondale Rd., Rochester Hills, MI 48309: CEO & Master Electrician of Record
1968-1974	United States Navy: Electricians Mate Petty Officer E-5

Professional Licenses Held:

Licensed State of Michigan Electrical Inspector
Licensed State of Michigan Plan Reviewer
Licensed State of Michigan Master Electrician
Licensed State of Michigan Electrical Contractor
Licensed State of Michigan Residential Builder
State of Michigan ACT 54 Registered Instructor

Certifications:

ICC Certified Electrical Inspector (The Following Are Required For This Certification)
ICC Certified Residential Electrical Inspector
ICC Certified Commercial Electrical Inspector
ICC Certified Electrical Plan Reviewer

Trade Organizations:

Member International Association of Electrical Inspectors
Member International Code Council
Board Member of the Reciprocal Electrical Council Inc.
Past President Electrical Contractors Council of Southeastern Michigan
Past Board Member Michigan Electrical Contractors Association
Past Member American Subcontractors Association

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Genoa Charter Township

FER GRANHOLM
GOVERNOR

MICHIGAN DEPARTMENT OF ENERGY, LABOR & ECONOMIC
BUREAU OF CONSTRUCTION CODES

REGISTERED CODE OFFICIAL AND INSPECTOR

CATEGORY ELECTRICAL INSPECTOR
PLAN REVIEWER

)N M TOMASIN
IOSNER
.MORA MI 48455

REGISTRATION NO.	EXPIRATION DATE
(Rev. 9/06) 005345	09/16/12

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:R M. GRANHOLM
GOVERNOR

MICHIGAN DEPARTMENT OF ENERGY, LABOR & ECONOMIC GROWTH
BUREAU OF CONSTRUCTION CODES

MASTER ELECTRICIAN LICENSE
ISSUED BY
THE ELECTRICAL ADMINISTRATIVE BOARD

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OFFICE OF ADMINISTRATIVE SERVICES

IPLOYER - TOMASIN ELECTRIC COMPANY, INC

MASIN, ANTON MICHAEL
)0 HOSNER RD
:TAMORA MI 48455

LICENSE NO.	EXPIRATION DATE
2/09) 6210676	12/31/2011

THIS DOCUMENT IS DUL
ISSUED UNDER THE LAWS
THE STATE OF MICHIGA

Genoa Charter Township

2911 Dorr Road • Brighton, Michigan 48116 • (810) 227-5225 • Fax (810) 227-3420 • www.genoa.org

Upon approval of the Genoa Township application by the State Construction Code Commission, I, Anton (Tony) M. Tomasin, State registration number 005345, swear and affirm that I will be conducting electrical inspections and electrical plan reviews, for the Genoa Charter Township, as required by the State Construction Code Act, P.A. 230 of 1972, as amended.

Anton M. Tomison

2/10/11
Date

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OFFICE OF ADMINISTRATIVE SERVICES

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Gary T. McCririe

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Treasurer
Robin L. Hunt

Manager
Michael C. Archinal

Trustees
H. James Mortensen • Jean W. Ledford • Todd W. Smith • Steven Wildman

AN AGREEMENT BY AND BETWEEN GENOA CHARTER TOWNSHIP, AND Safe Built Michigan, Inc. FOR BUILDING DEPARTMENT SERVICES

THIS AGREEMENT FOR BUILDING DEPARTMENT SERVICES (this "Agreement') is made this _____ day of _____, 2010. The parties to this agreement are Genoa Charter Township, a Michigan Municipal Corporation, whose address is 2911 Dorr Road, Brighton, MI 48116 hereinafter referred to as the "Township" and Safe Built Michigan, Inc., a Delaware corporation, whose address is 7111 Dixie Highway, #140, Clarkston, Michigan 48346 hereinafter referred to as "Safe Built".

WHEREAS, the Township has the responsibility under State laws and Township Ordinances to adopt and enforce certain building codes and other ordinances, conduct inspections, review site plans, and conduct other professional services as described in this Agreement and the Stille-Derossett-Hale Single State Construction Code Act, MCL125.1501 et. seq.; and

WHEREAS, Safe Built has represented to the Township that it has substantial knowledge and experience in the interpretation and application of the Township's adopted Code of Ordinances to various building construction and maintenance situations, including but not limited to, the inspection of buildings to determine compliance with State laws and Township ordinances, which include building codes, the review of site plans, and all other types of professional services; and

WHEREAS, Safe Built represents that it has the skill, ability, and expertise to perform the services described in this Agreement; and

WHEREAS, the Township wishes to engage Safe Built to perform the services described in this Agreement; and,

WHEREAS, Safe Built wishes to perform such services; and,

WHEREAS, in order to clearly set forth the responsibilities, powers, and rights of each of the parties, the Township and Safe Built enter into this Agreement.

NOW, THEREFORE, in consideration of the recital, promises, covenants herein set forth, and any other good and valuable consideration receipted for, the parties agree as follows:

1. SERVICES, FEES AND PAYMENT

1.1 Services. As directed by and under the supervision of the Township Manager, or his designee, Safe Built shall provide the Township with the following services: required plan reviews and inspections of buildings and structures within the boundaries of the Township based upon the Michigan Building Code and any other adopted codes and amendments or applicable State and Federal requirements, and other Township -adopted ordinances, regulations, standards, and requirements related to building construction (collectively, the "**Township's Codes**") and such other services as are listed on the attached **Attachment A**. Such services shall include services related to building permits, electrical permits,

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plumbing permits, and mechanical permits. Services shall also include, but not be limited to, pre-submittal courtesy reviews to aid in the redesign of deficient submittals, working with the Fire Department to ensure compliance with the applicable fire code, provide advice, education, and support to Township Board regarding code interpretations and adoptions, providing direction and support to all Township building department personnel, including training to keep all such personnel proficient in the then current Building Code. All Safe Built employees performing Services under this Agreement shall be appointed deputy building officials, technical officers, inspectors, and/or plan examiners by the Building Code Official as provided in Section 103.3 of the Michigan Building Code and each such person shall swear an oath of office as reasonably required by the Township.

1.2 Safe Built shall not perform services designated as the Responsibility of the Township Building Code Official. The responsibilities of the Building Code Official are set forth in **Attachment C.**

1.3 Changes to Services. The Township may request changes in the Services. Any changes to Services that are mutually agreed upon between the Township and Safe Built shall be made in writing and shall set forth the specific change(s) in service along with the change(s) in cost, if any.

1.4 Safe Built shall utilize the Township's Codes as its governing criteria in all plan reviews and inspections performed by Safe Built. Safe Built shall, from time to time, at no additional cost to the Township and at the request of the Township or as deemed appropriate by Safe Built, make recommendations for improvements, updates, additions, or deletions to the Township's Codes to maintain the building standards desired by the Township.

1.5 In consideration of Safe Built providing such services, the Township shall pay Safe Built for the services performed in accordance with the fee schedule included herein as "Attachment B – Fee Schedule for Building Department Services Provided by "Safe Built". The compensation set forth in **Attachment B** shall be inclusive of all costs of any nature associated with Safe Built's efforts, including but not limited to salaries, benefits, overhead, administration, profits, expenses, and outside consultant or subcontractor fees. All services performed by Safe Built will be billed and submitted by Safe Built to the Township on a monthly basis for services provided up to the end of the applicable month. The Township shall pay all such undisputed bills or invoices within thirty (30) days of receipt by the Township.

1.6 Permit fees shall be based on project valuation as reasonably determined by Safe Built based on the International Construction Code Council (ICC) Building Valuation Data table and shall be defined as the total value of all construction work for which the permit is issued, and shall include but not be limited to: all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems, permanent equipment, architectural/engineering services and contractors profit. Said permit fees shall be approved by the Township Building Official and the Township Board. The "Building Valuation Data" table is published every February and August by the International Code Council Building Safety Journal. Building valuation shall be adjusted at least annually according to the International Code Council Building Safety Journal.

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1.7 Free or Reduced Cost Services. The parties acknowledge and understand that the Township is or may be required by law to waive inspection fees on a limited number of projects during a calendar year or may, at its discretion, waive or reduce inspection fees for certain projects that provide a substantial and direct public benefit (e.g., Township owned buildings, inspection related to court cases or following up services directed by a court of law). The Township shall notify Safe Built of such circumstance(s) at the earliest opportunity and the Township may request Safe Built to perform building and inspection services at no cost or at a reduced cost with the prior consent of Safe Built.

1.8 For purposes of this agreement, Kelly VanMarter is the Planning Director of the Township.

1.9 Safe Built shall investigate complaints of Township Code violations when directed by an administrative officer of the Township. Following such investigation, Safe Built shall report to the Township's Planning Director and, when instructed to do so, shall provide a written summary of such investigation to the Planning Director. At the request of the Township and upon approval of Safe Built, and subject to payment at the rate identified on "**Attachment B**" for such services, Safe Built shall assist the Township in pursuing administrative, criminal, and/or civil remedies against any violator of the Township's Codes including but not limited to, providing testimony by Safe Built Inspectors in any proceedings regarding the violation.

1.10 If Township ordinances or codes adopted by the Township do not specify when a permit expires, Safe Built will remove from active status (expire) all permits that have been inactive for a period greater than 180 calendar days. Inactive permits are those where work has been suspended, abandoned, or no inspections have been requested; and the permit applicant has not requested an extension during any consecutive 90 calendar day period.

2.0 SAFE BUILT'S RESPONSIBILITIES

2.1 Safe Built shall perform its services with the degree of care, skill, professionalism and diligence ordinarily exercised under similar circumstances by other entities practicing or performing the substantially same or similar services in the State of Michigan. Safe Built represents to the Township that Safe Built is, and its employees performing such services are, properly licensed and/or registered within the State of Michigan for the performance of the Services and that Safe Built and its employees possess the skills, knowledge, and ability to competently, timely and professionally perform the Services in accordance with this Agreement. Safe Built further represents and warrants that the Services performed by Safe Built under this Agreement will be performed in a good and workmanlike manner consistent with industry standards.

2.2 Independent Contractor. Safe Built is and shall be an independent contractor and not an agent of the Township. Any provisions in this Agreement that may appear to give the Township the right to direct Safe Built as to details of doing work or to exercise a measure of control over the work mean that Safe Built shall follow the direction of the Township as to end results of the work only. As an independent contractor, Safe Built and anyone

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employed by Safe Built is not entitled to workers' compensation benefits except as provided by Safe Built nor to unemployment insurance benefits unless unemployment compensation coverage is provided by Safe Built or some other entity. The Township shall not be liable for the direct payment of any salaries, wages, payroll taxes, unemployment benefits, or any and all other forms or types of compensation or benefit to any personnel performing inspection services herein for said Township. Safe Built acknowledges that neither it nor its employees are covered by the Township's Workers' Compensation policy. Accordingly, Safe Built acknowledges and agrees that Safe Built is statutorily required to have in place, make available, and provide Workers' Compensation insurance for all of its employees.

2.3 Safe Built shall provide to the Township the work telephone numbers of all employees, including any mobile telephones that may be used to contact such employees during working hours while performing Services under this Agreement.

2.4 Safe Built shall employ a sufficient number of employees sufficiently experienced and knowledgeable to perform the Services in a timely and prompt manner and such employees shall at all times act in a professional, polite, and courteous manner to all persons regardless of the circumstances. The Township may in its reasonable discretion, demand the removal of any Safe Built employee from the performance of the Services, and upon such demand, Safe Built shall remove the employee.

2.5 Safe Built shall not allow employees, contractors, or subcontractors that are convicted of certain crimes to do work in Genoa Township. Those crimes include, but are not limited to, fraud, crimes involving theft, criminal sexual conduct, crimes involving assault or violence, crimes involving serious moral turpitude, gambling, prostitution, weapons violations, tax evasion, controlled substance crimes, or crimes involving excess alcohol. In addition, Safe Built shall not allow any employee, contractor or subcontractor to drive during their employ on a revoked or suspended driver's license or to drive an uninsured or underinsured vehicle while performing services under this Agreement.

2.6 Safe Built shall comply with all applicable federal, state and local laws, ordinances, regulations and resolutions in the performance of Services hereunder.

2.7 Safe Built shall be responsible, at its expense, for obtaining and maintaining in a valid and effective status, all licenses and permits necessary to perform the Services (including licenses and permits for any required for any of its employees to perform the Services). Safe Built shall provide the Township with copies of all such licenses and permits.

2.8 If requested by the Township, Safe Built shall make the appropriate employees, contractors, subcontractors, agents and independent contractors available for court proceedings as witnesses, expert witnesses or otherwise, instituted by or involving the Township in either criminal or civil matters which involve services performed under this Agreement, including without limitation, appearances at pre-trial conferences, bench trials, jury trials, mediations, facilitations, and at all other times requested by the Township.

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2.9 Safe Built shall make the appropriate employee, contractor, subcontractor, agents and independent contractors available for consultation with the Township Supervisor, the Township Manager, the Township attorney, the Planning Director and the Township Building Official, or their designees, to discuss issues regarding litigation and/or matters of interest to the Township Board of Trustees or the public.

2.10 Safe Built shall in a timely manner inform the Township Building Official and the Planning Director of all oral complaints and shall provide the Township Building Official and Planning Director copies of any and all written complaints it receives from third parties against the Township, Safe Built or any of their employees, contractors, subcontractors, agents or independent contractors. Safe Built shall work with the Building Official and/or the Planning Director, as directed, to resolve any such complaint and shall inform the Building Official and the Planning Director of any actions taken.

2.11 Safe Built acknowledges that its actions will reflect on the reputation of the Township and that it is imperative to the Township that Safe Built treat the Township and the public with the utmost fairness and respect. As such, Safe Built shall strictly comply with all requirements of this Agreement and shall perform its services in the most expeditious manner possible. In furtherance of this goal, the Township Manager, or his designee, may require periodic reviews of Safe Built's performance under this Agreement. Safe Built shall provide all information requested by the Township Manager or his designee for this purpose.

2.12 Safe Built shall provide the Township with such reports and information as the Township Manager or the Planning Director may reasonably request which are pertinent to Safe Built's performance under this Agreement.

3.0 LEASING OF OFFICE SPACE

3.1 Office Space. The Township shall provide Safe Built two (2) cubicles within the Township Hall or such other location as the Township may determine, for use by Safe Built employees, contractors, subcontractors, agents or independent contractors for the performance of the Services under this Agreement and for use as a base for providing services to other Safe Built clients in the area. The Township shall also provide such Safe Built employees contractors, subcontractors, agents and independent contractors with access to Township facilities in the Township Hall (or such other location, as applicable) such as restrooms, kitchen facilities and conference rooms. Safe Built shall pay to the Township $_____ ($_____) per month as rent. This lease is a gross lease and shall include all utilities except telephone usage charges. Safe Built shall arrange and pay for telephone service directly with the provider, however, Safe Built's telephone lines shall be installed in such a manner so that the Township administrative staff may forward calls directly to the applicable Safe Built employee, contractor, subcontractor, agent or independent contractor while such person is in the Township Hall.

3.2 Building Modifications. Safe Built acknowledges and agrees that the leased space is suitable for its intended use. Safe Built shall not perform any modifications, improvements, additions or other construction to the leased space without the prior written consent of the

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Township Supervisor or Township Manager. Any permitted improvements shall attach to the building and be considered Township property unless the parties agree otherwise in writing.

3.3 Maintenance. Safe Built shall maintain the leased spaced in a clean and neat manner and in compliance with all Township ordinances and state laws. The Township shall provide for trash removal and cleaning services.

4.0 SAFE BUILT USE OF COMPUTERS, COPIERS, EQUIPMENT AND SUPPLIES

4.1 Use of Computers. Safe Built shall, at its expense, provide its employees, contractors, subcontractors, agents and independent contractors with desktop computers, software and other computer equipment as is necessary to perform the Services under this Agreement, except that the Township shall provide access to Safe Built to the Township's server, including the Township's data bases, as is necessary for Safe Built to perform its services under this Agreement only. Safe Built shall not use the Township's data bases or other equipment to perform services for Safe Built's other clients. The Township shall have access to all of Safe Built's computer files and information that are pertinent to Safe Built's performance of Services under this Agreement at all times. The Township shall not access Safe Built's computer files related to Safe Built's other clients. Safe Built shall be responsible for maintaining its computer equipment and software at its expense and the Township shall be responsible for maintaining its computers and software.

4.2 Use of Internet. Safe Built employees, contractors, subcontractors, agents and independent contractors may access the internet from the Township offices only as necessary to perform the Services under this Agreement and as necessary to perform services for Safe Built's other clients.

4.3 Safe Built shall indemnify, hold harmless and defend the Township, including its elected and appointed officials, employees and volunteers against any and all claims, demands, suits and losses for any damages which may be asserted, claimed or recovered against or from the Township, its elected and appointed officials employees or volunteers by reason of any allegation of unauthorized use of third party software provided that the Township gives Safe Built prompt written notice of any such claim and reasonable assistance in defending any such claim.

4.4 Safe Built shall supply all of its own office supplies and materials, including but not limited to, postage, paper, envelopes, letterhead, pens, pencils, markers and business cards. Any time that Safe Built uses the name "Genoa Township" or "Genoa Charter Township" or the Township logo on its letter head, documents, envelopes, business cards, or other printed materials, it must also include a Safe Built designation approved by the Township Manager.

5.0 INSURANCE AND INDEMNIFICATION

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5.1 At a minimum, Safe Built shall procure and maintain, and shall cause any subcontractor of Safe Built to procure and maintain, the minimum insurance coverages listed below. Such coverages shall be procured and maintained with forms and insurers acceptable to the Township. In the case of any claims-made policy, the necessary retroactive dates and extended reporting periods shall be procured to maintain such continuous coverage.

5.1.1 Worker's compensation insurance to cover obligations imposed by applicable law for any employee engaged in the performance of work under this Agreement, and Employer's Liability Insurance with minimum limits of Five Hundred Thousand Dollars ($500,000) each accident, Five Hundred Thousand Dollars ($500,000) disease – policy limit, and Five Hundred Thousand Dollars ($500,000) disease – each employee. Evidence of qualified self-insured status may be substituted for the worker's compensation requirements of this paragraph.

5.1.2 Commercial general liability insurance with minimum combined single limits of One Million Dollars ($1,000,000) each occurrence and Two Million Dollars ($2,000,000) general aggregate. The policy shall be applicable to all premises and operations. The policy shall include coverage for bodily injury, broad form property damage (including completed operations), personal injury (including coverage for contractual and employee acts), blanket contractual, independent contractors, products, and completed operations. The policy shall contain a severability of interest provision, and shall be endorsed to include the Township and the Township's officers, employees, and consultants as additional insured. No additional insured endorsement shall contain any exclusion for bodily injury or property damage arising from completed operations.

5.1.3 Professional liability insurance with minimum limits of One Million Dollars ($1,000,000) each claim and One Million Dollars ($1,000,000) general aggregate.

5.2 Safe Built agrees to indemnify, hold harmless and defend the Township, its officers and employees from and against all liability, claims and demands on account of injury, loss or damage, including, without limitation, claims arising from bodily injury, personal injury, sickness, disease, death, property loss, or damage to the extent caused by the negligent act, omission, error or intentional act of Safe Built, or any officer, employee, representative or agent of Safe Built.

5.3 The Township shall indemnify Safe Built for claims against Safe Built arising from the proper enforcement of any of the Township's Codes, as defined herein, which are determined by a court of competent jurisdiction to be unconstitutional or otherwise invalid.

5.4 Safe Built or its employees shall not be deemed to assume any liability for intentional or negligent acts of the Township or any of its officers, agents, or employees.

5.5 Safe Built agrees to procure and maintain, at its own cost, a policy or policies of insurance sufficient to ensure against all liability, claims, demand, and other obligations assumed by Safe Built pursuant to the Indemnification provisions above. Such coverage shall be procured and maintained with forms and insurers acceptable to the Township.

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6.0 CONFLICT OF INTEREST

During the term of this Agreement:

a. Safe Built shall not perform any work for or provide any services to any private person or entity who owns or leases any building, structure, or property as to which Safe Built has or is providing review and/or inspection services for the Township as set forth in Paragraph 1.1 and/or Attachment "A";

b. Neither Safe Built or any employee of Safe Built shall accept on his or her own behalf, or on behalf of a relative or friend, any gift, loan, or favor from a person or entity who owns or leases any building, structure, or property as to which Safe Built has or is providing review and/or inspection services for the Township as set forth in Paragraph 1.1 and/or Attachment "A", and;

c. Safe Built shall not offer or provide anything of benefit to any Township official or employee that would place the official or employee in a position of violating the public trust as provided under any applicable Township policy or ordinance, or any applicable state or federal statute or case law.

7.0 TERM AND TERMINATION

7.1 This Agreement shall become effective on the date written on the first page of this Agreement and shall remain in effect for a period of two (2) years (the "Initial Term"). Thereafter, this Agreement shall renew for successive one (1) year terms (each such term shall be known as a "Renewal Term") unless either party notifies the other of its intent not to renew at least ninety (90) days prior to the expiration of the Initial Term or Renewal Terms as applicable.

7.2 The Township may terminate this Agreement upon ninety (90) days written notice to Safe-Built. If such termination does occur, all structures that have had inspections made but are not completed at the time of termination may be completed through final inspection at the agreed fee rate if the Township so requests, provided that the work to reach such completion and finalization does not exceed one hundred eighty (180) days. The Township shall pay all outstanding fees owed to Safe Built for the work accomplished to the date of termination within thirty (30) days of the termination.

7.3 Either party may terminate this Agreement for cause if the other party is in breach of a material provision of this Agreement and such breach is not cured within thirty (30) days of receipt of written notice.

7.4 Upon the effective date of termination of this Agreement: (1) all finished or unfinished documents, data, studies and reports prepared by Safe Built pursuant to this Agreement shall be delivered by Safe Built to the Township and shall become property of the Township, and (2) Safe Built shall submit to the Township a final accounting and final invoice of Charges for all outstanding and unpaid Services and reimbursable expenses performed by Safe Built up to the effective date of termination . Such final accounting and

final invoice shall be delivered to the Township within thirty (30) days of the effective date of termination; thereafter, no other invoice, bill or other form of statement of charges owing to Safe Built shall be submitted or accepted by the Township.

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8.0 OWNERSHIP OF DOCUMENTS

8.1 The Township and its duly authorized representatives shall have access to any books, documents, papers and records of Safe Built that are pertinent to Safe Built's performance under this Agreement for the purposes of audit or examination or other review of the Services, , and may make excerpts and transcriptions of the same.

8.2 All building inspection records, documents, notes, data and other materials required for or resulting from the performance of the Services hereunder shall not be used by Safe Built for any purpose other than the performance of the Services hereunder without the express prior written consent of the Township. All such records, documents, notes, data and other materials shall be deemed the exclusive property of the Township, and the Township shall thereafter retain sole and exclusive rights to receive and use such materials in such manner and for such purposes as determined by it. Notwithstanding the above, materials, methodology and proprietary work used or provided by Safe Built to the Township not specifically created and delivered pursuant to the Services outlined in this Agreement may be protected by a copyright held by Safe Built and Safe Built reserves all rights granted to it by United States Copyright laws. The Township shall not reproduce, sell, or otherwise make copies of any copyrighted material, subject to the following exceptions: (I) for exclusive use internally by the Township staff and/or employees and contractors; (ii) pursuant to a request under the Michigan Freedom of Information Act, MCL 15.231 et.seq., or any Federal open records act to the extent that such statues apply, (iii) as permitted by the United States Copyright laws, and (iv) pursuant to law, regulation, or court order. Safe Built waives any right to prevent its name from being used in connection with the Services.

8.3 Safe Built will be provided with a copy of the Township's Freedom of Information Act ("FOIA") policy. The Township is responsible for FOIA requests and Safe Built shall not directly respond to any third parties regarding any FOIA requests. Upon receipt of a FOIA request, Safe Built shall immediately give that request to the Planning Director. Safe Built shall provide specific information requested by the Township response to all FOIA requests by the date and time requested by the Township Clerk or her designee in the format requested by the Clerk.

9.0 COMPLIANCE WITH LAWS

9.1 Safe Built will not discriminate against any employee or applicant for employment because of race, color, religion, age, sex, disability or national origin. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. Safe Built agrees to post in conspicuous places, available to employees and applicants for employment, notice

to be provided by an agency of the Federal government, setting forth the provisions of the Equal Opportunity laws.

9.2 Safe Built shall comply with the appropriate provisions of the Americans with Disabilities Act (the "ADA"), as enacted and as from time to time amended and any other applicable federal regulations. A signed certificate confirming compliance with the ADA may be requested by the Township at any time during the term of this Agreement.

9.3 Prohibition Against Employing Illegal Aliens: Safe Built shall not knowingly employ or contract with an illegal alien to perform work under this contract. Safe Built shall not enter into a contract with a subcontractor that fails to certify to Safe Built that the subcontractor shall not knowingly employ or contract with an illegal alien to perform work under this contract.

10. LIMITATIONS

THE TOWNSHIP SHALL NOT BE LIABLE UNDER THIS AGREEMENT TO SAFE BUILT FOR LOST PROFITS, INCIDENTAL, SPECIAL, PUNITIVE OR CONSEQUENTIAL DAMAGES IN ANY NATURE THEREOF, WHETHER OR NOT THE POSSIBILITY OF SUCH DAMAGES HAS BEEN DISCLOSED TO THE TOWNSHIP IN ADVANCE OR COULD HAVE BEEN REASONABLY FORESEEN BY THE TOWNSHIP, OR FOR ANY CLAIM OR DAMAGE ASSERTED BY ANY THIRD PARTY.

11. GENERAL

11.1 Governing Law and Jurisdiction. This Agreement shall be construed and enforced in accordance with the provisions of Michigan law and the codes, resolutions, regulations, and ordinances related to the services covered herein. Venue for any action arising under this Agreement shall be in the State or Federal Courts in Michigan.

11.2 Notices. Any notice under this Agreement shall be in writing, and shall be deemed sufficient when directly presented or sent pre-paid, first class United States Mail, addressed as follows:

If to the Township: Genoa Charter Township
2911 Dorr Road
Brighton, MI 48116
Attn: Gary McCririe, Supervisor
Telephone: (810) 227-5225
Facsimile: (810) 227-3240
Email: gary@genoa.org

With a copy to: Frank J. Mancuso, Jr., Esq.
Mancuso & Cameron, P.C.
317 W. Main Street

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Brighton, MI 48116
Telephone: (810) 229-6167
Facsimile: (810) 229-0250
e-mail: fmancuso@voyager.net

If to Safe Built:

Mike McCurdie, President
SAFEbuilt Michigan, Inc.
3755 Precision Drive, Suite 140
Loveland, CO 80538
Telephone: 970.292.2203
Facsimile: 877.203.2704
Email: mike.mccurdie@safebuilt.com

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With a copy to:

Gregory K. Need, Esq.
Adkinson, Need & Allen, P.L.L.C.
40950 Woodward, Suite 300
Bloomfield Hills, MI 48304
Telephone: (248) 540-7400
Facsimile: (248) 540-7401
e-mail: gneed@anafirm.com

11.3 Entire Agreement. This Agreement shall incorporate by reference as though fully set out herein Safe Built's Building Department Services Proposal, dated February 26, 2010 (the "Proposal"), except that Safe Built shall not perform the functions of the Genoa Township Building Official which include enforcement of building codes, issuance, suspension, revocation or cancellation of building permits, , the establishment of fees, providing official orders and notices and the issuance of certificates of use and occupancy. , This Agreement including its Attachments, and the Proposal constitute the complete, entire and final agreement of the parties hereto with respect to the subject matter hereof, and shall supersede any and all previous communications, representations, whether oral or written, with respect to the subject matter hereof. In the event of a conflict, the order of precedence shall be: (1) the terms of this Agreement, (2) the terms of the attachments to this Agreement, and (3) the terms of the Proposal.

11.4 No Waiver. A waiver by any party to this Agreement of the breach of any term or condition of this Agreement shall not operate or be construed as a waiver of any subsequent breach. No covenant or term of this Agreement shall be deemed to be waived by the Township unless such waiver is in writing and signed by the Township Manager or Township Supervisor.

11.5 No Waiver of Governmental Immunity. Nothing in this Agreement shall be construed to waive, limit or otherwise modify any governmental immunity that may be available by law to the Township, its officials, employees, contractors, or agents, volunteers or any other person acting on behalf of the Township and, in particular governmental immunity afforded or available pursuant to the Michigan Governmental Immunity Act, MCL 691.1401, et. seq.

11.6 Binding Effect. This Agreement shall be binding upon the successors, heirs, legal representatives and assigns.

11.7 No Third Party Beneficiaries. Nothing contained in this Agreement is intended to or shall create a contractual relationship with, cause of action in favor of, or claim for relief for, any third party, including any agent, sub-consultant, or subcontractor of Safe Built. Absolutely no third party beneficiaries are intended by the Agreement. Any third-party receiving a benefit from this Agreement is an incidental and unintended beneficiary only.

11.8 Survival of Terms and Conditions. The parties understand and agree that all terms and conditions of this Agreement that require continued performance, compliance, or effect beyond the termination date of this Agreement shall survive such termination date and shall be enforceable in the event of a failure to perform or comply.

11.9 No Assignment. Neither party shall assign all or part of the rights, duties, obligations, responsibilities, or benefits set forth in this Agreement to another party or entity. Any unauthorized assignment shall be void.

11.10 Paragraph Captions. The captions of the paragraphs are set forth only for the convenience and reference of the Parties and are not intended in any way to define, limit or describe the scope or intent of this Agreement.

11.11 Severability. If any provision of this Agreement is found to be illegal or unenforceable, such provision shall be deemed severed from this Agreement and the remaining terms of this Agreement shall remain in full force and effect.

11.12 Force Majeure. Neither party shall be liable for any delay in, or failure of performance of, any covenant or promise contained in this Agreement, nor shall any delay or failure constitute default or give rise to any liability for damages if, and only to the extent that, such delay or failure is beyond the control of the party, including but not limited to, acts of God, acts of the public enemy, unusually severe weather, fires, floods, epidemics, quarantines, strikes, labor disputes and freight embargoes, to the extent that such events were not the result of, or were not aggravated by, the acts or omissions of the non-performing or delayed party.

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IN WITNESS WHEREOF, the Township, by resolution duly adopted by its governing body, caused this Agreement to be signed by its duly authorized representative. Likewise, the officers of Safe Built have subscribed to this Agreement by affixing their signatures all on the day and year first above written.

Genoa Charter Township

Signature

Name: GARY T. McCURRIE

Title: SUPERVISOR

Date: 1 / 4 / 2011 ~~2010~~

SAFEbuilt Michigan, Inc.

Signature

Name: Mike McCurdie

Title: PRESIDENT

Date: 1 / 21 / 2011

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ATTACHMENT A

List of Services Provided by Safe Built for Genoa Charter Township.

SAFEbuilt Michigan Services Agreement dated _____, 20__

Note: This list of services can be updated and amended as necessary to ensure the Township's needs are met and the services provided satisfy the Township, property owners, and the building community.

Unless otherwise indicated, charges for all Services listed herein are included in the fees set forth in Attachment B, Building Department Fee Schedule.

Safe Built shall perform the following Services:

Building Department Services:

1 Monitor adopted building codes, including investigating complaints concerning code violations, assisting in any proceedings related to the correction of identified building code deficiencies
2 Assist the Building Official in enforcing adopted codes with regard to unsafe structures, existing building, and energy code compliance
3 Document areas of non-compliance using written records, electronic communications, photographs or other appropriate means and provide such documentation to the Building Official
4 Interpret codes to provide clarification as needed
5 Review and recommend local ordinances as they relate to the building codes
6 Provide training for inspectors on Genoa Charter Township ordinances and amendments
7 Offer services and knowledge of building department functions to address design, format, and frequency of reports, forms, letters and correspondence
8 Provide, complete and/or assist as directed by the Building Official, all agreed upon forms, reports, letters or other correspondence as are required by the Township to maintain all building department functions
9 Maintain proper legal records, record retention and document storage
10 Participate in the development and implementation of Township goals, objectives, policies and priorities.

Plan Review Services:

1 Accept and perform plan review electronically, as well as in traditional paper format
2 Work with the applicant on submittal requirements in order to ensure the process is not held up for minor issues
3 Examine all commercial and residential projects including drawings, specifications, computations, and additional data
4 Determine if plans conform to the required strengths, stresses, strains, loads, and stability of adopted building codes, applicable local amendments, and all other pertinent laws and ordinances and report such determinations to the Building Official

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5 Perform the following reviews: building code, accessibility, mechanical, electrical, plumbing, use and occupancy classification, general building heights and areas, construction type, means of egress, accessibility, energy code, and foundation
6 Provide timely feedback to the Township staff in order to keep the plan review process on task and on schedule
7 Add additional resources as needed to keep reviews on schedule and provide needed expertise on certain aspects of the reviews
8 Return a set of finalized plans and all supporting documentation
9 Review all revisions and be available for consultation after review is completed

Additional Services:

For projects of major scope and size Safe Built will:

1. Be available for consultation in the planning process to highlight building code requirements that could affect the project
2. Be available for and participate in pre-submittal meetings
3. Be available for and participate in preliminary reviews of projects with the Fire Marshall
4. Utilize licensed engineers for structural design as necessary and coordinate reviews for fire protection systems, soils, and structural masonry

Inspection Services:

As part of Safe Built's inspection services, Safe Built will:

1. Coordinate all inspection requests
2. Perform inspections of residential and non-residential buildings to determine that construction activity complies with approved plans and/or applicable codes and ordinances
3. Perform all inspections as per adopted building codes and local amendments
4. Provide on-site inspection consultations to citizens and contractors
5. Observe safety and security procedures and immediately report potentially unsafe conditions
6. Perform all inspections called in before 4:00 pm on the next business day
7. Identify and document any areas of non-compliance and suggest alternate means when appropriate
8. Notify the Building Official of observed or known code enforcement violations
9. Report all findings to the Building Official
10. Provide the Building Official with all information to assist the Building Official in the performance of his/her duties.

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Plan review services being provided as part of this contract

Perform plan review on all building projects in the Township. These include, without limitation, single-family residential construction; basement finish projects; new commercial buildings; tenant improvements in existing commercial buildings; decks, porches, carports, and garages; pole barns and agriculture buildings; and existing home upgrades and remodels.

Stated plan review times are to first comments issued:

Project	Maximum Time to First Comments
New residential – International Residential Code	☐ 5 working days or less to first comments
Small commercial–less than $2M valuation International Building Code	☐ 10 working days or less to first comments
Large commercial–greater than $2M valuation International Building Code	☐ 15 to 20 working days or less to first comments depending on project size and complexity
Alter residential	☐ 5 working days or less to first comments
Alter commercial	☐ 10 working days or less to first comments
Miscellaneous	☐ As negotiated

All inspections scheduled prior to 4:00 pm will be performed the next business day.

List of inspections being provided as part of this contract: (Delete or Add as required)

Yes	No	
☒	☐	• Setbacks*
☒	☐	• Footings*
☒	☐	• Wall steel (rebar)*
☒	☐	• Underground plumbing
☒	☐	• Underground electric
☒	☐	• Under-floor/concrete slab
☒	☐	• Rough electric
☒	☐	• Rough plumbing
☒	☐	• Rough mechanical (flues, vents, exhausts, gas piping)
☒	☐	• Rough framing
☒	☐	• Insulation
☒	☐	• Energy Code requirements
☒	☐	• Fire-resistant penetrations
☒	☐	• Drywall
☒	☐	• Final electric
☒	☐	• Final plumbing
☒	☐	• Final mechanical
☒	☐	• Final building
☒	☐	• Single Stop (see Attachment B for list of inspections)

**For the case of setbacks, footings, and wall steel, SAFEbuilt will either perform the inspections or, alternatively, administer a program requiring written engineering approval of the footings and wall steel (i.e., engineer's letters) and a written surveyor's approval of the setbacks (i.e., setback certification or similar document).*

In addition to the above inspections, commercial projects may include above ceiling mechanical and, roof top mechanical inspections, coordination with the local fire department/district on areas of overlap between the fire code and building codes, and multi-stage electric, plumbing, heating, and framing inspections.

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Other services being provided as part of this contract

▪ Field consultation with homeowners, builders, and contractors
▪ Pre-construction meeting and reviews for projects of major scope and size
▪ Be available at Township Supervisor's or Manager's request to attend council, staff and other special meetings
▪ Pick up and drop off plans and permits as required
▪ Recommendation of codes for adoption and/or amendment
▪ SAFEbuilt Michigan will fulfill the functions and responsibilities of the following positions: Plans Examiner and Inspector
▪ Provide permit applications, inspection forms, and building guides
▪ SAFEbuilt's Permitting Software Portal and reports
▪ SAFEbuilt's Project Inspection Portal for projects of major scope and size

Genoa Charter Township

Signature

Name: GARY T. McCURIE

Title: SUPERVISOR

Date: 1 / 4 / 2011

SAFEbuilt Michigan, Inc.

Signature

Name: MIKE McCURDIE

Title: PRESIDENT

Date: 1 / 21 / 2011

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FJM/kdl/SAFEbuilt Service Agreement 9-29-2010

ATTACHMENT B

List of Services Provided by Safe Built for Genoa Charter Township.

SAFEbuilt Michigan Services Agreement dated _____, 20__

Building Permit Fee:	85% of Genoa Township fee
Plan Review:	85% of Genoa Township fee
Miscellaneous Fees: Additional Plan Review Permit Reactivation Re-inspection Investigative Stop Work	85% of Genoa Township fee
Stock Plan Fee:	85% of Genoa Township fee
Mechanical Permit Fees:	85% of Genoa Township fee
Plumbing Permit Fees:	85% of Genoa Township fee
Electrical Permit Fees:	85% of Genoa Township fee

Genoa Charter Township

Signature

Name: GARY T. McCRIRIE

Title: SUPERVISOR

Date: 1 / 4 / 2011

SAFEbuilt Michigan, Inc.

Signature

Name: Mike McLaughlin

Title: PRESIDENT

Date: 1 / 21 / 2011

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FJM/kdl/SAFEbuilt Service Agreement 9-29-2010

ATTACHMENT C
BUILDING OFFICIAL RESPONSIBILITIES

The following are responsibilities of the Building Code Official:

1. Enforcement of building codes.
2. Issuance, suspension, revocation or cancellation of building permits.
3. Providing written code violation notices.
4. Assist in the establishment of fees.
5. Providing official orders and notices.
6. Issue "Stop Work" orders for work done without a permit
7. Issue "Dangerous Building Notices"
8. Review files for buildings being completed and issue Certificates of Occupancy where applicable
9. Review monthly reports and annual reports for work performed and fees collected among other activities in a format acceptable to the Township
10. Meet with applicants for pre-submittal courtesy reviews
11. Work in unison with the Brighton Area Fire Authority to ensure compliance with any applicable fire codes and to be certain that all commercial and multi-family residential structures have been properly inspected prior to issuing a Certificate of Occupancy
12. Provide advice, education, and support to the Township Board and department heads regarding code interpretations and adoptions
13. Fulfill all the duties and legal requirements set forth by the State of Michigan Building Codes and the Township Code of Ordinances
14. Oversee qualified and certified personnel to perform inspections, plan review and Building Code Official duties as required by the State of Michigan
15. Review and respond to all Freedom of Information Act ("FOIA") requests in compliance with the Township's FOIA procedure and review all subpoenas or requests for any documents or information concerning court cases
16. Review and determine all fee disputes with third parties
17. Facilitate and assist the Building Code Board of Appeals for the Township and maintain records
18. Interpret and decide all building code questions requiring official action within the Building Department
19. Provide all other services under State Law, the Township Code of Ordinances, Resolutions of the Township Board or as implied under the duties and scope of services listed in this Agreement.

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Genoa Charter Township
2911 Dorr Road
Brighton, MI 48116
P: (810)227-5225
F: (810)227-3420
www.genoa.org

Building Permit Application

Permit #: _____

Applicant to Complete All Items in Sections I, II, III, IV, V, and VI
Note: Separate Applications Must be Completed for Plumbing, Mechanical, and Electrical Work Permits

I. LOCATION OF BUILDING			
ADDRESS:			
SUBDIVISION:		LOT #:	
Tax Parcel #:		ZONING:	
II. IDENTIFICATION			
A. OWNER	EMAIL:	FAX:	
NAME:		PHONE:	
ADDRESS:	CITY:	STATE:	ZIP:
B. ARCHITECT / ENGINEER	EMAIL:	FAX:	
NAME:		PHONE:	
ADDRESS:	CITY:	STATE:	ZIP:
LICENSE #:	EXPIRATION:		
C. CONTRACTOR		FAX:	
NAME:	NAME:	PHONE:	PHONE:
ADDRESS:		STATE:	
LICENSE #:	EXPIRATION:		

FEDERAL EMPLOYER NUMBER
OR REASON FOR EXEMPTION:

WORKERS COMP INSURANCE OR
REASON FOR EXEMPTION:

MESC EMPLOYER NUMBER OR
REASON FOR EXEMPTION:

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III. TYPE OF IMPROVEMENT:

BUILDING VALUATION: ASSESSOR VALUATION:

☐ NEW BUILDING ☐ ALTERATION ☐ FOUNDATION ONLY ☐ POOL
☐ ADDITION ☐ REPAIR ☐ PRE-MANUFACTURED
☐ ACCESSORY STRUCTURE ☐ DEMOLITION ☐ OTHER: _____

IV. PROPOSED USE OF BUILDING

A. RESIDENTIAL

☐ MODEL ☐ TWO OR MORE FAMILY (# OF UNITS _____) ☐ DETACHED GARAGE
☐ SINGLE FAMILY ☐ ATTACHED GARAGE ☐ OTHER: _____

B. NON-RESIDENTIAL

☐ AMUSEMENT ☐ SERVICE STATION ☐ PUBLIC UTILITY ☐ TANKS, TOWERS
☐ CHURCH / RELIGION ☐ HOSPITAL/ INSTITUTION ☐ STORE/ MERCANTILE ☐ INDUSTRIAL
☐ OFFICE / PROFESSIONAL ☐ EDUCATIONAL ☐ OTHER: _____

DESCRIBE SCOPE OF WORK: _____

V. SELECTED CHARACTERISTICS OF BUILDING

A. PRINCIPAL TYPE OF FOUNDATION SYSTEM

☐ CON. SLAB/FTG ☐ BASEMENT WALL/FTG ☐ WOOD FOUNDATION ☐ PILE FOUNDATION

☐ CRAWL SPACE/FTG ☐ MASONRY FOUNDATION ☐ PIER FOUNDATION ☐ OTHER _____

B. PRINCIPAL TYPE OF FRAME

☐ MASONRY ☐ WOOD ☐ STEEL ☐ REINFORCED CONCRETE

C. SEWAGE DISPOSAL

☐ PUBLIC ☐ PRIVATE (SEPTIC)

D. WATER SUPPLY

☐ PUBLIC ☐ PRIVATE

E. MECHANICAL SYSTEM

☐ AIR CONDITIONER ☐ A/C LOCATED IN SIDE YARD ☐ ELEVATOR ☐ FIRE SUPRESSION SYSTEM

HEATING BTU'S _____

F. ELECTRICAL SYSTEM

☐ FIRE ALARM SYSTEM SERVICE FEEDER SIZE: _____ AMPS

G. PARKING

_____ ENCLOSED _____ OUTDOOR

H. BUILDING DIMENSIONS

STORIES _____ BLD HEIGHT _____ BLD LENGTH _____ BLD WIDTH _____

TOTAL SQ. FT. _____

VI. PLAN REVIEW (REVIEWS TO BE PERFORMED—SEE SECTION BELOW FOR TRADE PERMITS

BUILDING	PLUMBING	MECHANICAL	ELECTRICAL	ENERGY
☐ PLANS SUBMITTED	☐ PLAN SUBMITTED	☐ PLAN SUBMITTED	☐ PLAN SUBMITTED	☐ PLAN SUBMITTED
☐ NOT REQUIRED	☐ NOT REQUIRED	☐ NOT REQUIRED	☐ NOT REQUIRED	☐ NOT REQUIRED

B. PLUMBING PLANS ARE NOT REQUIRED FOR THE FOLLOWING:

1. One or two-family dwellings containing not more than 3,500 square feet of building area.
2. Alterations and repair work determined by the plumbing official to be of minor nature.
3. Assembly, business, mercantile and storage building with a required plumbing fixture count less than 12.
4. Work completed by a governmental subdivision or state agency costing less than $15,000.00.

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C. MECHANICAL PLANS ARE NOT REQUIRED FOR THE FOLLOWING:

1. One and two-family dwellings when the total building heating/cooling system input rating is 375,000 BTU's or less.
2. Alterations and repair work determined by the mechanical official to be of minor nature.
3. Business, mercantile, and storage buildings having HVAC equipment only, with on fire area and not more than 3,500 square feet.
4. Work completed by a governmental subdivision or state agency costing less than $15,000.00.

D. ELECTRICAL PLANS ARE NOT REQUIRED FOR THE FOLLOWING:

1. When the electrical system rating does not exceed 400 amps and the building is not over 3,500 square feet in area.
2. Work completed by a governmental subdivision or state agency costing less than $15,000.00

Plans are required for all other building types and shall be prepared by or under the direct supervision of an architect or engineer, licensed pursuant to Act. No. 299 or the Public Acts of 1980, as amended, and shall bear that architect's or engineer's signature and seal.

VII. APPLICANT INFORMATION: Applicant is responsible for the payment of all fees and charges applicable to this application and must provide the following:

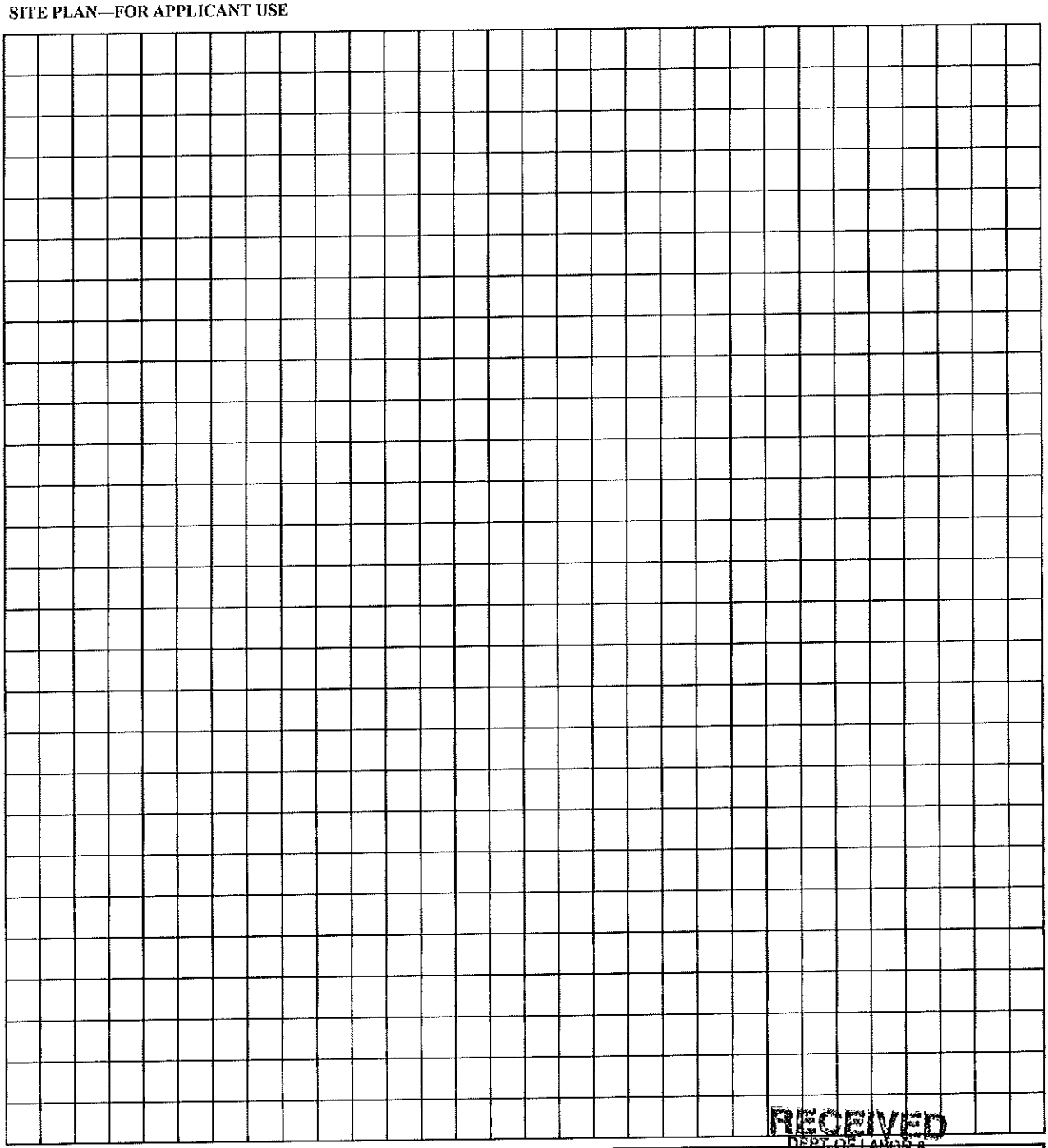
Print Name:	Telephone No:	
Address:	City:	State:
Email address:		Zip:

I HEREBY CERTIFY THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD AND THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AS HIS AUTHORIZED AGENT AND AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THE STATE OF MICHIGAN. ALL INFORMATION SUBMITTED ON THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE.

SECTION 23A OF THE STATE CONSTRUCTION CODE ACT OF 1972, 1972 PA 230, MCL 125.15239, PROHIBITS A PERSON FROM CONSPIRING TO CIRCUMVENT THE LICENSING REQUIREMENTS OF THIS STATE REGULATION TO PERSONS WHO ARE TO PERFORM WORK ON A RESIDENTIAL BUILIDNG OR A RESIDENTIAL STRUCTURE. VIOLATORS OF SECTION 23A ARE SUBJECT TO CIVIL FINES.

Signature of Applicant: _____ Date: _____

SITE PLAN—FOR APPLICANT USE



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FOR OFFICE USE:

VII. LOCAL AGENCY TO COMPLETE THIS SECTION					
ENVIRONMENTAL CONTROL APPROVALS					
	REQUIRED?	APPROVED	DATE	NUMBER	BY
A. Zoning	YES NO				
B. Fire District	YES NO				
C. Pollution Control	YES NO				
D. Noise Control	YES NO				
E. Soil Erosion	YES NO				
F. Flood Zone	YES NO				
G. Water Supply	YES NO				
H. Septic System	YES NO				
I. Variance Granted	YES NO				
J. Other	YES NO				

VIII. VALIDATION—FOR DEPARTMENT USE ONLY	
Use Group:	Square Feet:
Type of Construction:	Number of Inspections:
Building Permit Fee:	Plan Review Fee:
Approval Signature:	
Title:	Date:

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Genoa Charter Township
2911 Dorr Road
Brighton, MI 48116

P: (810)227-5225
F: (810)227-3420
www.genoa.org

Electrical Permit Application

Permit #: _____

I. LOCATION OF BUILDING			
ADDRESS:			
SUBDIVISION:	LOT #:		
Tax Parcel #:	ZONING:		
II. IDENTIFICATION			
A. OWNER	EMAIL:	FAX:	
NAME:		PHONE:	
ADDRESS:	CITY:	STATE:	ZIP:
B. ARCHITECT / ENGINEER (if applicable)	EMAIL:	FAX:	
NAME:		PHONE:	
ADDRESS:	CITY:	STATE:	ZIP:
LICENSE #:	EXPIRATION:		
C. CONTRACTOR		FAX:	
NAME:	NAME:	PHONE:	PHONE:
ADDRESS:		STATE:	
LICENSE #:	EXPIRATION:		

FEDERAL EMPLOYER NUMBER
OR REASON FOR EXEMPTION:

WORKERS COMP INSURANCE OR
REASON FOR EXEMPTION:

MESC EMPLOYER NUMBER OR
REASON FOR EXEMPTION:

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III. TYPE OF IMPROVEMENT:

BUILDING VALUATION: ASSESSOR VALUATION:

☐ NEW BUILDING ☐ ALTERATION ☐ FOUNDATION ONLY ☐ POOL
☐ ADDITION ☐ REPAIR ☐ PRE-MANUFACTURED
☐ ACCESSORY STRUCTURE ☐ DEMOLITION ☐ OTHER: _____

IV. PROPOSED USE OF BUILDING

A. RESIDENTIAL

☐ MODEL ☐ TWO OR MORE FAMILY (# OF UNITS _____) ☐ DETACHED GARAGE
☐ SINGLE FAMILY ☐ ATTACHED GARAGE ☐ OTHER: _____

B. NON-RESIDENTIAL

☐ AMUSEMENT ☐ SERVICE STATION ☐ PUBLIC UTILITY ☐ TANKS, TOWERS
☐ CHURCH / RELIGION ☐ HOSPITAL/ INSTITUTION ☐ STORE/ MERCANTILE ☐ INDUSTRIAL
☐ OFFICE / PROFESSIONAL ☐ EDUCATIONAL ☐ OTHER: _____

DESCRIBE SCOPE OF WORK: _____

V. SELECTED CHARACTERISTICS OF BUILDING

ELECTRICAL SYSTEM

☐ FIRE ALARM SYSTEM SERVICE FEEDER SIZE: _____AMPS

VI. PLAN REVIEW (REVIEWS TO BE PERFORMED—SEE SECTION BELOW FOR TRADE PERMITS

BUILDING	PLUMBING	MECHANICAL	ELECTRICAL	ENERGY
☐ PLANS SUBMITTED ☐ NOT REQUIRED	☐ PLAN SUBMITTED ☐ NOT REQUIRED	☐ PLAN SUBMITTED ☐ NOT REQUIRED	☐ PLAN SUBMITTED ☐ NOT REQUIRED	☐ PLAN SUBMITTED ☐ NOT REQUIRED

A. ELECTRICAL PLANS ARE NOT REQUIRED FOR THE FOLLOWING:

1. When the electrical system rating does not exceed 400 amps and the building is not over 3,500 square feet in area.
2. Work completed by a governmental subdivision or state agency costing less than $15,000.00

Plans are required for all other building types and shall be prepared by or under the direct supervision of an architect or engineer, licensed pursuant to Act. No. 299 or the Public Acts of 1980, as amended, and shall bear that architect's or engineer's signature and seal.

VII. APPLICANT INFORMATION: Applicant is responsible for the payment of all fees and charges applicable to this application and must provide the following:

Print Name:	Telephone No:	
Address:	City:	State:
Email address:		Zip:

VII. FIXTURE COUNT—ENTER THE NUMBER OF ITEMS BEING INSTALLED

	# Items
1. Example	3
2. Service: Through 200 Amp	
Over 200 Amp thru 600 Amp	
Over 600 Amp thru 800 Amp	
Over 800 Amp thru 1200 Amp	
Over 1200 Amp (GFI Only)	
3. Circuits	
4. Lighting Fixtures—per 25	
5. Dishwasher	
6. Furnace—Unit Heater	
7. Electrical—Heating Units (baseboard)	
8. Power Outlets (ranges, dryers, etc.)	
9. Signs: Unit	
Letter	
Neon—each 25 feet	
10. Feeders—Bus Ducts, etc—per 50	
11. Mobile Home Park Site	
12. Recreational Vehicle Park Site	
13. K.V.A. & H.P. Units up to 20	
Units 21 to 50	
Units 51 and Over	
14. Fire Alarm Systems (not smoke detectors)	
Up to 10 devices	
10 to 20 devices	
Over 20 devices	
15. Data / Telecommunication Outlets	
1-19 devices	
20-300 devices	
Over 300 devices	
16. Energy Management Temp. Control	
Energy Retrofit—Temp. Control	
Circuits—Energy Management	
17. Conduit Only or Grounding Only	
Total Fee:	

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ELECTRICAL WORK SHALL NOT BE STARTED UNTIL THE APPLICATION FOR PERMIT HAS BEEN FILED WITH GENOA TOWNSHIP. ALL INSTALLATIONS SHALL BE IN CONFORMANCE WITH THE STATE ELECTRICAL CODE. NO WORK SHALL BE CONCEALED UNTIL IT HAS BEEN INSPECTED.

I HEREBY CERTIFY THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD AND THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AS HIS AUTHORIZED AGENT AND AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THE STATE OF MICHIGAN. ALL INFORMATION SUBMITTED ON THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE.

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Signature of Applicant: _____ Date: _____

Genoa Charter Township
2911 Dorr Road
Brighton, MI 48116

P: (810)227-5225
F: (810)227-3420
www.genoa.org

Plumbing Permit Application

Permit #: _____

I. LOCATION OF BUILDING			
ADDRESS:			
SUBDIVISION:		LOT #:	
Tax Parcel #:		ZONING:	
II. IDENTIFICATION			
A. OWNER	EMAIL:	FAX:	
NAME:		PHONE:	
ADDRESS:	CITY:	STATE:	ZIP:
B. ARCHITECT / ENGINEER (if applicable)	EMAIL:	FAX:	
NAME:		PHONE:	
ADDRESS:	CITY:	STATE:	ZIP:
LICENSE #:	EXPIRATION:		
C. CONTRACTOR		FAX:	
NAME:	NAME:	PHONE:	PHONE:
ADDRESS:		STATE:	
LICENSE #:	EXPIRATION:		

FEDERAL EMPLOYER NUMBER
REASON FOR EXEMPTION:

WORKERS COMP INSURANCE OR
REASON FOR EXEMPTION:

MESC EMPLOYER NUMBER OR
REASON FOR EXEMPTION:

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III. TYPE OF IMPROVEMENT:

BUILDING VALUATION: ASSESSOR VALUATION:

☐ NEW BUILDING ☐ ALTERATION ☐ FOUNDATION ONLY ☐ POOL
☐ ADDITION ☐ REPAIR ☐ PRE-MANUFACTURED
☐ ACCESSORY STRUCTURE ☐ DEMOLITION ☐ OTHER: _____

IV. PROPOSED USE OF BUILDING

A. RESIDENTIAL

☐ MODEL ☐ TWO OR MORE FAMILY (# OF UNITS _____) ☐ DETACHED GARAGE
☐ SINGLE FAMILY ☐ ATTACHED GARAGE ☐ OTHER: _____

B. NON-RESIDENTIAL

☐ AMUSEMENT ☐ SERVICE STATION ☐ PUBLIC UTILITY ☐ TANKS, TOWERS
☐ CHURCH / RELIGION ☐ HOSPITAL/ INSTITUTION ☐ STORE/ MERCANTILE ☐ INDUSTRIAL
☐ OFFICE / PROFESSIONAL ☐ EDUCATIONAL ☐ OTHER: _____

DESCRIBE SCOPE OF WORK: _____

V. SELECTED CHARACTERISTICS OF BUILDING

A. SEWAGE DISPOSAL

☐ PUBLIC ☐ PRIVATE (SEPTIC)

WATER SUPPLY

☐ PUBLIC ☐ PRIVATE

MOBILE HOME UNIT SITE: When item is used for sewer excavations in a new park, the permit applicant should include the application fee plus the number of unit sites.

VI. PLAN REVIEW (REVIEWS TO BE PERFORMED—SEE SECTION BELOW FOR TRADE PERMITS

BUILDING	PLUMBING	MECHANICAL	ELECTRICAL	ENERGY
☐ PLANS SUBMITTED	☐ PLAN SUBMITTED	☐ PLAN SUBMITTED	☐ PLAN SUBMITTED	☐ PLAN SUBMITTED
☐ NOT REQUIRED	☐ NOT REQUIRED	☐ NOT REQUIRED	☐ NOT REQUIRED	☐ NOT REQUIRED

A. PLUMBING PLANS ARE NOT REQUIRED FOR THE FOLLOWING:

1. One or two-family dwellings containing not more than 3,500 square feet of building area.
2. Alterations and repair work determined by the plumbing official to be of minor nature.
3. Assembly, business, mercantile and storage building with a required plumbing fixture count less than 12.
4. Work completed by a governmental subdivision or state agency costing less than $15,000.00.

Plans are required for all other building types and shall be prepared by or under the direct supervision of an architect or engineer, licensed pursuant to Act. No. 299 or the Public Acts of 1980, as amended, and shall bear that architect's or engineer's signature and seal.

VII. APPLICANT INFORMATION: Applicant is responsible for the payment of all fees and charges applicable to this application and must provide the following:

Print Name:	Telephone No:	
Address:	City:	State:
Email address:		Zip:

VIII. FIXTURE COUNTS: Enter the number of items being installed.

	# Items			
1. Example	3	10. Sewers (sanitary, storm)	Less than 6"	
2. Mobile Home Park Site			6" and Over	
Fixtures, Floor Drains, Special Drain, Water Connected Appliance		11. Water Distributing Pipe	3/4" Pipe	
4. Stack (soil, waste, vent and conductor)			1" Pipe	
5. Sewage Ejectors, Sumps			1-1/4" Pipe	
6. Sub-Soil Drains			1-1/2" Pipe	
7. Water Service Less than 2"			2" Pipe	
2" to 6"			Over 2" Pipe	
Over 6"		12. Reduced Pressure Zone Back-flow Preventer		
8. Connection (bldg drain, sewers)		13. Domestic Water Treatment and Filtering Equipment		
9. Manholes, Catch Basins		14. Medical Gas System		
			Total Fee:	

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Item #3 Clarification: Includes water closet, bathtub, lavatories, shower stall, laundry tray, urinal, autopsy, sink, emergency eye wash, emergency shower, garbage grinder, water outlet cooler, ice making machine, water connected still, slop sink, bidet, cuspidor, dishwasher, refrigerator, water heater, drinking fountain, condensate drain, washing machine, acid waste drain, embalming table, bed pan washer, floor drain, roof drain, grease trap, starch trap plaster trap water softener, water outlet or connection to any make -up water tank, connection to heating system, connection to filters, connection to sprinkler system (irrigation), connection to sterilizer, connection to dental chair, and connection to carbonated beverage dispenser.

Item #13 Clarification: A license is not required for the installation of domestic water treatment and filtering equipment that requires modification to an existing cold water distribution supply and associated water piping in building if a permit is secured, required inspections performed and the installation complies with the applicable code.

PLUMBING WORK SHALL NOT BE STARTED UNTIL THE APPLICATION FOR PERMIT HAS BEEN FILED WITH GENOA TOWNSHIP. ALL INSTALLATIONS SHALL BE IN CONFORMANCE WITH THE STATE PLUMBING CODE. NO WORK SHALL BE CONCEALED UNTIL IT HAS BEEN INSPECTED.

I HEREBY CERTIFY THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD AND THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AS HIS AUTHORIZED AGENT AND AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THE STATE OF MICHIGAN. ALL INFORMATION SUBMITTED ON THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE.

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Signature of Applicant: _____ Date: _____

Genoa Charter Township
2911 Dorr Road
Brighton, MI 48116

P: (810)227-5225
F: (810)227-3420
www.genoa.org

Mechanical Permit Application

Permit #: _____

I. LOCATION OF BUILDING			
ADDRESS:			
SUBDIVISION:		LOT #:	
Tax Parcel #:		ZONING:	
II. IDENTIFICATION			
A. OWNER	EMAIL:	FAX:	
NAME:		PHONE:	
ADDRESS:	CITY:	STATE:	ZIP:
B. ARCHITECT / ENGINEER (if applicable)	EMAIL:	FAX:	
NAME:		PHONE:	
ADDRESS:	CITY:	STATE:	ZIP:
LICENSE #:	EXPIRATION:		
C. CONTRACTOR		FAX:	
NAME:	NAME:	PHONE:	PHONE:
ADDRESS:		STATE:	
LICENSE #:	EXPIRATION:		
FEDERAL EMPLOYER NUMBER OR REASON FOR EXEMPTION:			
WORKERS COMP INSURANCE OR REASON FOR EXEMPTION:			
MESC EMPLOYER NUMBER OR REASON FOR EXEMPTION:			
III. TYPE OF IMPROVEMENT:			
BUILDING VALUATION:		ASSESSOR VALUATION:	

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☐ NEW BUILDING ☐ ALTERATION ☐ FOUNDATION ONLY ☐ POOL
☐ ADDITION ☐ REPAIR ☐ PRE-MANUFACTURED
☐ ACCESSORY STRUCTURE ☐ DEMOLITION ☐ OTHER: _____

IV. PROPOSED USE OF BUILDING

A. RESIDENTIAL

☐ MODEL ☐ TWO OR MORE FAMILY (# OF UNITS _____) ☐ DETACHED GARAGE
☐ SINGLE FAMILY ☐ ATTACHED GARAGE ☐ OTHER: _____

B. NON-RESIDENTIAL

☐ AMUSEMENT ☐ SERVICE STATION ☐ PUBLIC UTILITY ☐ TANKS, TOWERS
☐ CHURCH / RELIGION ☐ HOSPITAL/ INSTITUTION ☐ STORE/ MERCANTILE ☐ INDUSTRIAL
☐ OFFICE / PROFESSIONAL ☐ EDUCATIONAL ☐ OTHER: _____

DESCRIBE SCOPE OF WORK: _____

V. SELECTED CHARACTERISTICS OF BUILDING

A. MECHANICAL SYSTEM

☐ AIR CONDITIONER ☐ A/C LOCATED IN SIDE YARD ☐ ELEVATOR ☐ FIRE SUPRESSION SYSTEM

HEATING BTU'S _____

.. PLAN REVIEW (REVIEWS TO BE PERFORMED—SEE SECTION BELOW FOR TRADE PERMITS

BUILDING	PLUMBING	MECHANICAL	ELECTRICAL	ENERGY
☐ PLANS SUBMITTED	☐ PLAN SUBMITTED	☐ PLAN SUBMITTED	☐ PLAN SUBMITTED	☐ PLAN SUBMITTED
☐ NOT REQUIRED	☐ NOT REQUIRED	☐ NOT REQUIRED	☐ NOT REQUIRED	☐ NOT REQUIRED

A. MECHANICAL PLANS ARE NOT REQUIRED FOR THE FOLLOWING:

1. One and two-family dwellings when the total building heating/cooling system input rating is 375,000 BTU's or less.
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4. Work completed by a governmental subdivision or state agency costing less than $15,000.00.

Plans are required for all other building types and shall be prepared by or under the direct supervision of an architect or engineer, licensed pursuant to Act. No. 299 or the Public Acts of 1980, as amended, and shall bear that architect's or engineer's signature and seal.

VII. APPLICANT INFORMATION: Applicant is responsible for the payment of all fees and charges applicable to this application and must provide the following:

Print Name:	Telephone No:	
Address:	City:	State:
Email address:		Zip:

VIII. FIXTURE COUNT—Enter the number of items being installed.

	#. Items		
1. Example	3	17. Fuel Gas Piping	
2. Residential Heating System (includes duct and pipe)		18. Process Piping	
3. Gas/Oil Burning Equipment (furnace, roof top, generator)		19. Hydronic Piping	
4. Boiler		20. Refrigeration Piping	
5. Water Heater		21. Duct	
6. Damper		22. Heat Pumps; Commercial	
7. Solid Fuel Equipment (includes chimney)		23. Air Handlers/ Heat Wheels Under 10,000 CFM	
8. Gas Burning Fireplace		Over 10,000 CFM	
9. Chimney, Factory Built (installed separately)		24. Commercial Hoods/ Exhausters	
10. Solar; set of 3 panels		25. Heat Recovery Units	
11. Gas Piping (each opening)		26. V.A.V Boxes	
12. Air Conditioning (includes split systems) RTU – Cooling		27. Unit Ventilators / PTAC Units	
13. Heat Pumps (complete residential)		28. Unit Heaters (terminal units)	
14. Dryer, Bath and Kitchen Exhaust		29. Fire Suppression / Protection	
15. Tanks Aboveground		30. Coils (Heat / Cool)	
Aboveground Connection		31. Refrigeration (Split System)	
Underground		32. Chiller	
Underground Connection		33. Cooling Towers	
16. Humidifiers / Air Cleaners		34. Compressor / Condenser	
		Total Fee:	

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MECHANICAL WORK SHALL NOT BE STARTED UNTIL THE APPLICATION FOR PERMIT HAS BEEN FILED WITH GENOA TOWNSHIP. ALL INSTALLATIONS SHALL BE IN CONFORMANCE WITH THE STATE MECHANICAL CODE. NO WORK SHALL BE CONCEALED UNTIL IT HAS BEEN INSPECTED.

I HEREBY CERTIFY THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD AND THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AS HIS AUTHORIZED AGENT AND AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THE STATE OF MICHIGAN. ALL INFORMATION SUBMITTED ON THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE.

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Signature of Applicant: _____ Date: _____

OFFICIAL PERMIT

Copy to remain on Site

GENOA Township	BUILDING DIVISION Genoa 2911 Dorr Road Brighton, MI 48116 810-227-5225 Fax 810-227-3420	**BUILDING PERMIT**	
		Permit Number:	**11GEN-00002**

For Inspections call 810-227-5225

Date Issued: 03/14/2011
Job Site Address:

5644 Wishing Well Lane

Property Owner: Bob Barker
Mailing Address: 5644 Wishing Well Lane
Genoa, MI 49152
Phone Number: Home: 801-115-5497
Contractor/General:

Plumbing Contractor: **License:**
Electrical Contractor: **License:**
Heating Contractor: **License:**

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Subdivision: **Lot:** **Block:** **Filing:**
Required Set Backs
N: **S:** **E:** **W:**
Actual Set Backs
N: **S:** **E:** **W:**

TYPE AND VALUE OF BUILDING	
Type:	New
SubType:	Commercial
Category:	New Commercial
Valuation (Calculator):	$1500000.00

FEE ITEMS	# of Each	Amount
Building Permit Fee	1500000.00	$5609.70
Commercial Plan Review	1.00	$3646.30
	Total	**9256.00**

Plans Reviewed by:

Description of Work: Type V-B; B - Occupancy / 9500 square feet *New Burger King Restaurant with playarea

NOTICE

The applicant, his/her contractors, subcontractors, agents and employees shall comply with all rules, regulations and requirements of the Township Zoning Regulations and the Building Codes governing all aspects of the above proposed work for which the permit is granted. The Township may suspend, revoke or cancel a building permit in case of failure or neglect to comply with the provisions of the Stille-DeRossett-Hale Single State Construction Code Act (the "Act") or the Building Code, or upon a finding by the Township that a false statement or representation has been made in the application for the building permit. Construction MUST conform with submitted and approved plans. Any changes of plans or layout must be approved prior to the changes being made. Any change in the use or occupancy must be approved prior to commencement of construction. If construction is being undertaken contrary to a building permit, the Act, or other applicable laws or ordinances, the Township shall give written notice to the holder of the building permit notifying him/her of the violation of the Act, or other applicable laws and ordinances, and to appear and show cause why the construction should not be stopped. If the holder of the permit fails to appear and show good cause within 1 full working day after notice is delivered, the Township shall cause a written order to stop construction to be posted on the premises. A person shall not continue, or cause or allow to be continued, construction in violation of a stop construction order, except with permission of the Township to abate the dangerous condition or remove the violation, or except by court order. If an order to stop construction is not obeyed, the Township may apply to the Livingston County Circuit Court for an order enjoining the violation of the stop construction order. This remedy is in addition to, and not in limitation of, any other remedy provided by law or ordinance, and does not prevent criminal prosecution for failure to obey the order. Construction not commenced within 180 days of permit issuance voids this permit. Cessation of work for periods of 180 continuous days shall also void this permit. Permits are not transferable. SafeBuilt, Inc. and the Township of Genoa are not liable for workmanship.

Signature of Applicant/Date

Building Department Signature/Date

OFFICIAL PERMIT

Copy to remain on Site

Genoa Charter Township
2911 Dorr Road
Brighton, MI 48116
P: (810)227-5225
F: (810)227-3420
www.genoa.org

Building Permit Application

Permit #: _____

Applicant to Complete All Items in Sections I, II, III, IV, V, and VI
Note: Separate Applications Must be Completed for Plumbing, Mechanical, and Electrical Work Permits

I. LOCATION OF BUILDING			
ADDRESS:			
SUBDIVISION: LOT	#:		
Tax Parcel #:	ZONING:		
II. IDENTIFICATION			
A. OWNER	EMAIL: FAX:		
NAME:		PHONE:	
ADDRESS:	CITY:	STATE:	ZIP:
B. ARCHITECT / ENGINEER	EMAIL: FAX:		
NAME:		PHONE:	
ADDRESS:	CITY:	STATE:	ZIP:
LICENSE #:	EXPIRATION:		
C. CONTRACTOR		FAX:	
NAME:	NAME:	PHONE:	PHONE:
ADDRESS:		STATE:	
LICENSE #:	EXPIRATION:		

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FEDERAL EMPLOYER NUMBER
R REASON FOR EXEMPTION:

WORKERS COMP INSURANCE OR
REASON FOR EXEMPTION:

MESC EMPLOYER NUMBER OR
REASON FOR EXEMPTION:

III. TYPE OF IMPROVEMENT:

BUILDING VALUATION: ASSESSOR VALUATION:

☐ NEW BUILDING ☐ ALTERATION ☐ FOUNDATION ONLY ☐ POOL
☐ ADDITION ☐ REPAIR ☐ PRE-MANUFACTURED
☐ ACCESSORY STRUCTURE ☐ DEMOLITION ☐ OTHER: _____

IV. PROPOSED USE OF BUILDING

A. RESIDENTIAL

☐ MODEL ☐ TWO OR MORE FAMILY (# OF UNITS _____) ☐ DETACHED GARAGE
☐ SINGLE FAMILY ☐ ATTACHED GARAGE ☐ OTHER: _____

B. NON-RESIDENTIAL

☐ AMUSEMENT ☐ SERVICE STATION ☐ PUBLIC UTILITY ☐ TANKS, TOWERS
☐ CHURCH / RELIGION ☐ HOSPITAL/ INSTITUTION ☐ STORE/ MERCANTILE ☐ INDUSTRIAL
☐ OFFICE / PROFESSIONAL ☐ EDUCATIONAL ☐ OTHER: _____

DESCRIBE SCOPE OF WORK: _____

V. SELECTED CHARACTERISTICS OF BUILDING

A. PRINCIPAL TYPE OF FOUNDATION SYSTEM

☐ CON. SLAB/FTG ☐ BASEMENT WALL/FTG ☐ WOOD FOUNDATION ☐ PILE FOUNDATION

☐ CRAWL SPACE/FTG ☐ MASONRY FOUNDATION ☐ PIER FOUNDATION ☐ OTHER _____

B. PRINCIPAL TYPE OF FRAME

☐ MASONRY ☐ WOOD ☐ STEEL ☐ REINFORCED CONCRETE

C. SEWAGE DISPOSAL

☐ PUBLIC ☐ PRIVATE (SEPTIC)

D. WATER SUPPLY

☐ PUBLIC ☐ PRIVATE

E. MECHANICAL SYSTEM

☐ AIR CONDITIONER ☐ A/C LOCATED IN SIDE YARD ☐ ELEVATOR ☐ FIRE SUPRESSION SYSTEM

HEATING BTU'S _____

F. ELECTRICAL SYSTEM

☐ FIRE ALARM SYSTEM SERVICE FEEDER SIZE: _____ AMPS

G. PARKING

_____ ENCLOSED _____ OUTDOOR

H. BUILDING DIMENSIONS

STORIES _____ BLD HEIGHT _____ BLD LENGTH _____ BLD WIDTH _____

TOTAL SQ. FT. _____

VI. PLAN REVIEW (REVIEWS TO BE PERFORMED—SEE SECTION BELOW FOR TRADE PERMITS

BUILDING	PLUMBING	MECHANICAL	ELECTRICAL	ENERGY
☐ PLANS SUBMITTED	☐ PLAN SUBMITTED	☐ PLAN SUBMITTED	☐ PLAN SUBMITTED	☐ PLAN SUBMITTED
☐ NOT REQUIRED	☐ NOT REQUIRED	☐ NOT REQUIRED	☐ NOT REQUIRED	☐ NOT REQUIRED

B. PLUMBING PLANS ARE NOT REQUIRED FOR THE FOLLOWING:

1. One or two-family dwellings containing not more than 3,500 square feet of building area.
2. Alterations and repair work determined by the plumbing official to be of minor nature.
3. Assembly, business, mercantile and storage building with a required plumbing fixture count less than 12.
4. Work completed by a governmental subdivision or state agency costing less than $15,000.00.

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C. MECHANICAL PLANS ARE NOT REQUIRED FOR THE FOLLOWING:

1. One and two-family dwellings when the total building heating/cooling system input rating is 375,000 BTU's or
2. Alterations and repair work determined by the mechanical official to be of minor nature.
3. Business, mercantile, and storage buildings having HVAC equipment only, with on fire area and not more than 3,500 square feet.
4. Work completed by a governmental subdivision or state agency costing less than $15,000.00.

D. ELECTRICAL PLANS ARE NOT REQUIRED FOR THE FOLLOWING:

1. When the electrical system rating does not exceed 400 amps and the building is not over 3,500 square feet in area.
2. Work completed by a governmental subdivision or state agency costing less than $15,000.00

Plans are required for all other building types and shall be prepared by or under the direct supervision of an architect or engineer, licensed pursuant to Act. No. 299 or the Public Acts of 1980, as amended, and shall bear that architect's or engineer's signature and seal.

VII. APPLICANT INFORMATION: Applicant is responsible for the payment of all fees and charges applicable to this application and must provide the following:

Print Name:	Telephone No:	
Address:	City: State:	
Email address:		Zip:

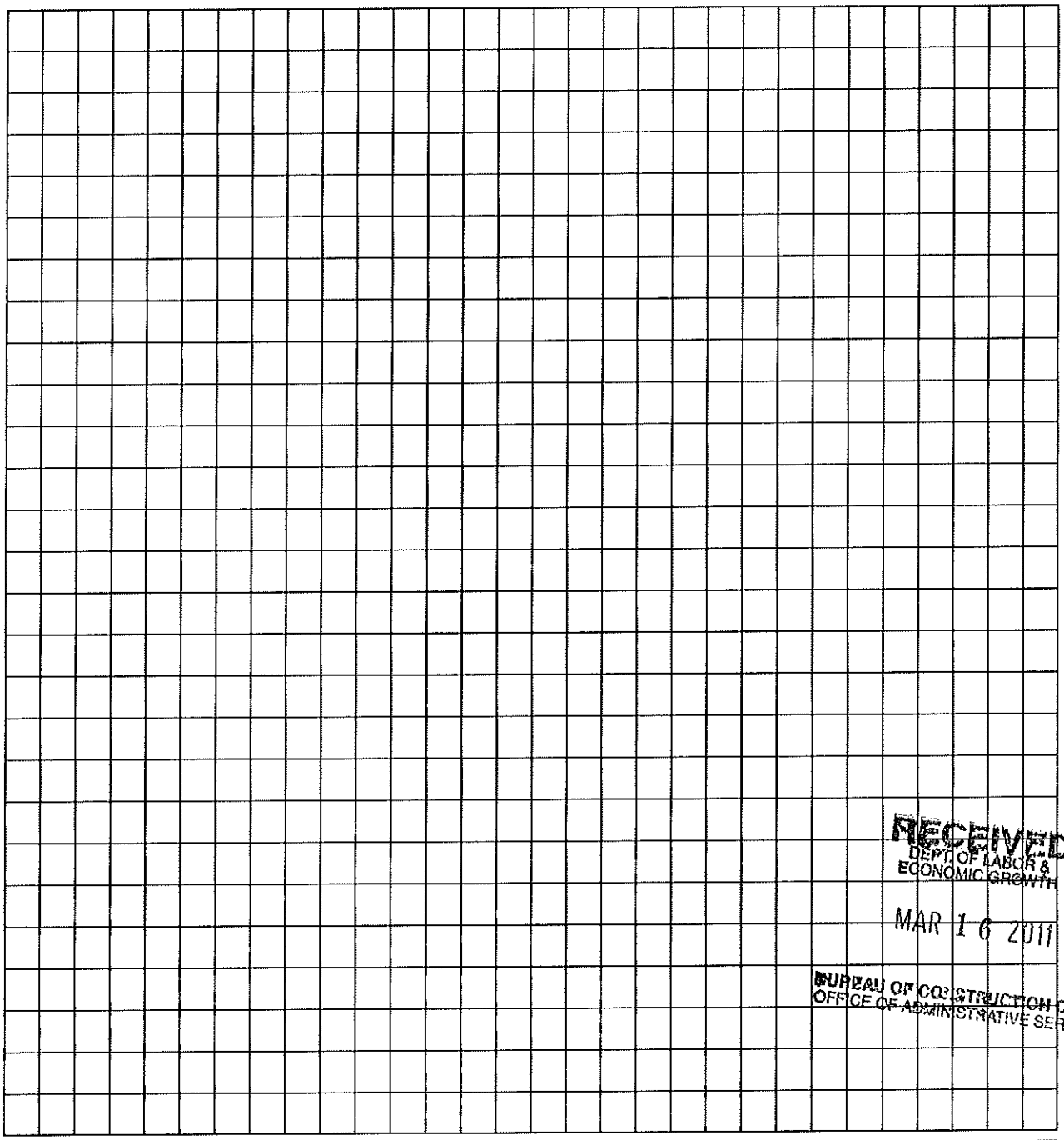
I HEREBY CERTIFY THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD AND THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AS HIS AUTHORIZED AGENT AND AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THE STATE OF MICHIGAN. ALL INFORMATION SUBMITTED ON THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE.

SECTION 23A OF THE STATE CONSTRUCTION CODE ACT OF 1972, 1972 PA 230, MCL 125.15239, PROHIBITS A PERSON FROM CONSPIRING TO CIRCUMVENT THE LICENSING REQUIREMENTS OF THIS STATE REGULATION TO PERSONS WHO ARE TO PERFORM WORK ON A RESIDENTIAL BUILDNG OR A RESIDENTIAL STRUCTURE. VIOLATORS OF SECTION 23A ARE SUBJECT TO CIVIL FINES.

Signature of Applicant: _____ Date: _____

OFFICIAL PERMIT Copy to remain on Site

SITE PLAN—FOR APPLICANT USE



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VII. LOCAL AGENCY TO COMPLETE THIS SECTION						
ENVIRONMENTAL CONTROL APPROVALS						
REQUIR	ED?		APPROVED	DATE	NUMBER	BY
A. Zoning	YES	NO				
B. Fire District	YES	NO				
C. Pollution Control	YES	NO				
D. Noise Control	YES	NO				
E. Soil Erosion	YES	NO				
F. Flood Zone	YES	NO				
G. Water Supply	YES	NO				
H. Septic System	YES	NO				
I. Variance Granted	YES	NO				
J. Other	YES	NO				

VIII. VALIDATION—FOR DEPARTMENT USE ONLY	
Use Group:	Square Feet:
Type of Construction:	Number of Inspections:
Building Permit Fee:	Plan Review Fee:
Approval Signature:	
Title:	Date:

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OFFICIAL PERMIT

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GENOA Township	BUILDING DIVISION Genoa 2911 Dorr Road Brighton, MI 48116 810-227-5225 Fax 810-227-3420	**ELECTRICAL PERMIT**	
		Permit Number:	**11GEN-E0001**

For Inspections call 810-227-5225

Date Issued: 03/14/2011
Job Site Address:

456 Southern Drive

Property Owner: Rob Thomas
Mailing Address: 456 Southern Drive
Genoa, MI 49000
Phone Number: Home: 805-114-1521
Contractor/General:

Plumbing Contractor: **License:**
Electrical Contractor: **License:**
Heating Contractor: **License:**

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Subdivision: **Lot:** **Block:** **Filing:**
Required Set Backs
N: **S:** **E:** **W:**
Actual Set Backs
N: **S:** **E:** **W:**

TYPE AND VALUE OF BUILDING	
Type:	Misc./One Stop
SubType:	Miscellaneous
Category:	Electrical Permit
Valuation (Calculator):	$6000.00

FEE ITEMS	# of Each	Amount
Electrical Permit Fee	6000.00	$129.10
Total		**129.10**

Plans Reviewed by:

Description of Work: Type V-B; B Occupancy *Install electrical for tenant finish of Doctor office

NOTICE

The applicant, his/her contractors, subcontractors, agents and employees shall comply with all rules, regulations and requirements of the Township Zoning Regulations and the Building Codes governing all aspects of the above proposed work for which the permit is granted. The Township may suspend, revoke or cancel a building permit in case of failure or neglect to comply with the provisions of the Stille-DeRossett-Hale Single State Construction Code Act (the "Act") or the Building Code, or upon a finding by the Township that a false statement or representation has been made in the application for the building permit. Construction MUST conform with submitted and approved plans. Any changes of plans or layout must be approved prior to the changes being made. Any change in the use or occupancy must be approved prior to commencement of construction. If construction is being undertaken contrary to a building permit, the Act, or other applicable laws or ordinances, the Township shall give written notice to the holder of the building permit notifying him/her of the violation of the Act, or other applicable laws and ordinances, and to appear and show cause why the construction should not be stopped. If the holder of the permit fails to appear and show good cause within 1 full working day after notice is delivered, the Township shall cause a written order to stop construction to be posted on the premises. A person shall not continue, or cause or allow to be continued, construction in violation of a stop construction order, except with permission of the Township to abate the dangerous condition or remove the violation, or except by court order. If an order to stop construction is not obeyed, the Township may apply to the Livingston County Circuit Court for an order enjoining the violation of the stop construction order. This remedy is in addition to, and not in limitation of, any other remedy provided by law or ordinance, and does not prevent criminal prosecution for failure to obey the order. Construction not commenced within 180 days of permit issuance voids this permit. Cessation of work for periods of 180 continuous days shall also void this permit. Permits are not transferable. SafeBuilt, Inc. and the Township of Genoa are not liable for workmanship.

Signature of Applicant/Date

Building Department Signature/Date

Genoa Charter Township
2911 Dorr Road
Brighton, MI 48116

P: (810)227-5225
F: (810)227-3420
www.genoa.org

Electrical Permit Application

OFFICIAL PERMIT Permit #: _____

Copy to remain on Site

I. LOCATION OF BUILDING			
ADDRESS:			
SUBDIVISION:		LOT #:	
Tax Parcel #:		ZONING:	
II. IDENTIFICATION			
A. OWNER	EMAIL:	FAX:	
NAME:		PHONE:	
ADDRESS:	CITY:	STATE:	ZIP:
B. ARCHITECT / ENGINEER (if applicable)	EMAIL:	FAX:	
NAME:		PHONE:	
ADDRESS:	CITY:	STATE:	ZIP:
LICENSE #:	EXPIRATION:		
C. CONTRACTOR		FAX:	
NAME:	NAME:	PHONE:	PHONE:
ADDRESS:		STATE:	
LICENSE #:	EXPIRATION:		
FEDERAL EMPLOYER NUMBER OR REASON FOR EXEMPTION:			
WORKERS COMP INSURANCE OR REASON FOR EXEMPTION:			
MESC EMPLOYER NUMBER OR REASON FOR EXEMPTION:			

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III. TYPE OF IMPROVEMENT:

BUILDING VALUATION:	ASSESSOR VALUATION:

☐ NEW BUILDING ☐ ALTERATION ☐ FOUNDATION ONLY ☐ POOL
☐ ADDITION ☐ REPAIR ☐ PRE-MANUFACTURED
☐ ACCESSORY STRUCTURE ☐ DEMOLITION ☐ OTHER: _____

IV. PROPOSED USE OF BUILDING

A. RESIDENTIAL

☐ MODEL ☐ TWO OR MORE FAMILY (# OF UNITS _____) ☐ DETACHED GARAGE
☐ SINGLE FAMILY ☐ ATTACHED GARAGE ☐ OTHER: _____

B. NON-RESIDENTIAL

☐ AMUSEMENT ☐ SERVICE STATION ☐ PUBLIC UTILITY ☐ TANKS, TOWERS
☐ CHURCH / RELIGION ☐ HOSPITAL/ INSTITUTION ☐ STORE/ MERCANTILE ☐ INDUSTRIAL
☐ OFFICE / PROFESSIONAL ☐ EDUCATIONAL ☐ OTHER: _____

DESCRIBE SCOPE OF WORK: _____

OFFICIAL PERMIT

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V. SELECTED CHARACTERISTICS OF BUILDING

\. ELECTRICAL SYSTEM

☐ FIRE ALARM SYSTEM SERVICE FEEDER SIZE: _____AMPS

VI. PLAN REVIEW (REVIEWS TO BE PERFORMED—SEE SECTION BELOW FOR TRADE PERMITS

BUILDING	PLUMBING	MECHANICAL	ELECTRICAL	ENERGY
☐ PLANS SUBMITTED ☐ NOT REQUIRED	☐ PLAN SUBMITTED ☐ NOT REQUIRED	☐ PLAN SUBMITTED ☐ NOT REQUIRED	☐ PLAN SUBMITTED ☐ NOT REQUIRED	☐ PLAN SUBMITTED ☐ NOT REQUIRED

A. ELECTRICAL PLANS ARE NOT REQUIRED FOR THE FOLLOWING:

1. When the electrical system rating does not exceed 400 amps and the building is not over 3,500 square feet in area.
2. Work completed by a governmental subdivision or state agency costing less than $15,000.00

Plans are required for all other building types and shall be prepared by or under the direct supervision of an architect or engineer, licensed pursuant to Act. No. 299 or the Public Acts of 1980, as amended, and shall bear that architect's or engineer's signature and seal.

VII. APPLICANT INFORMATION: Applicant is responsible for the payment of all fees and charges applicable to this application and must provide the following:

Print Name:	Telephone No:	
Address:	City:	State:
Email address:		Zip:

VII. FIXTURE COUNT—ENTER THE NUMBER OF ITEMS BEING INSTALLED

	# Items
1. Example	3
2. Service: Through 200 Amp	
Over 200 Amp thru 600 Amp	
Over 600 Amp thru 800 Amp	
Over 800 Amp thru 1200 Amp	
Over 1200 Amp (GFI Only)	
3. Circuits	
4. Lighting Fixtures—per 25	
5. Dishwasher	
6. Furnace—Unit Heater	
7. Electrical—Heating Units (baseboard)	
8. Power Outlets (ranges, dryers, etc.)	
9. Signs: Unit	
Letter	
Neon—each 25 feet	
10. Feeders—Bus Ducts, etc—per 50	
11. Mobile Home Park Site	
12. Recreational Vehicle Park Site	
13. K.V.A. & H.P. Units up to 20	
Units 21 to 50	
Units 51 and Over	
14. Fire Alarm Systems (not smoke detectors)	
Up to 10 devices	
10 to 20 devices	
Over 20 devices	
15. Data / Telecommunication Outlets	
1-19 devices	
20-300 devices	
Over 300 devices	
16. Energy Management Temp. Control	
Energy Retrofit—Temp. Control	
Circuits—Energy Management	
17. Conduit Only or Grounding Only	
Total Fee:	

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ELECTRICAL WORK SHALL NOT BE STARTED UNTIL THE APPLICATION FOR PERMIT HAS BEEN FILED WITH GENOA TOWNSHIP. ALL INSTALLATIONS SHALL BE IN CONFORMANCE WITH THE STATE ELECTRICAL CODE. NO WORK SHALL BE CONCEALED UNTIL IT HAS BEEN INSPECTED.

I HEREBY CERTIFY THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD AND THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AS HIS AUTHORIZED AGENT AND AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THE STATE OF MICHIGAN. ALL INFORMATION SUBMITTED ON THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE.

SECTION 23A OF THE STATE CONSTRUCTION CODE ACT OF 1972, 1972 PA 230, MCL 125.15239, PROHIBITS A PERSON FROM CONSPIRING TO CIRCUMVENT THE LICENSING REQUIREMENTS OF THIS STATE REGULATION TO PERSONS WHO ARE TO PERFORM WORK ON A RESIDENTIAL BUILIDNG OR A RESIDENTIAL STRUCTURE. VIOLATORS OF SECTION 23A ARE SUBJECT TO CIVIL FINES.

Signature of Applicant: _____ Date: _____

OFFICIAL PERMIT

Copy to remain on Site

GENOA Township	BUILDING DIVISION Genoa 2911 Dorr Road Brighton, MI 48116 810-227-5225 Fax 810-227-3420	**MECHANICAL PERMIT**	
		Permit Number:	**11GEN-M0001**

For Inspections call 810-227-5225

Date Issued: 03/14/2011
Job Site Address:

3535 Bluebell Court

Property Owner: Mary Contrary
Mailing Address: 3535 Bluebell Court, Genoa, MI 49000
Phone Number: Home: 805-114-5441
Contractor/General:

Plumbing Contractor: **License:**
Electrical Contractor: **License:**
Heating Contractor: **License:**

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Subdivision: **Lot:** **Block:** **Filing:**
Required Set Backs
N: **S:** **E:** **W:**
Actual Set Backs
N: **S:** **E:** **W:**

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TYPE AND VALUE OF BUILDING	
Type:	Misc./One Stop
SubType:	Miscellaneous
Category:	Mechanical Permit
Valuation (Calculator):	$900.00

FEE ITEMS	# of Each	Amount
Mechanical Permit Fee	900.00	$52.90
	Total	**52.90**

Plans Reviewed by:

Description of Work: Type V-B; R-3 *Replace furnace

NOTICE

The applicant, his/her contractors, subcontractors, agents and employees shall comply with all rules, regulations and requirements of the Township Zoning Regulations and the Building Codes governing all aspects of the above proposed work for which the permit is granted. The Township may suspend, revoke or cancel a building permit in case of failure or neglect to comply with the provisions of the Stille-DeRossett-Hale Single State Construction Code Act (the "Act") or the Building Code, or upon a finding by the Township that a false statement or representation has been made in the application for the building permit. Construction MUST conform with submitted and approved plans. Any changes of plans or layout must be approved prior to the changes being made. Any change in the use or occupancy must be approved prior to commencement of construction. If construction is being undertaken contrary to a building permit, the Act, or other applicable laws or ordinances, the Township shall give written notice to the holder of the building permit notifying him/her of the violation of the Act, or other applicable laws and ordinances, and to appear and show cause why the construction should not be stopped. If the holder of the permit fails to appear and show good cause within 1 full working day after notice is delivered, the Township shall cause a written order to stop construction to be posted on the premises. A person shall not continue, or cause or allow to be continued, construction in violation of a stop construction order, except with permission of the Township to abate the dangerous condition or remove the violation, or except by court order. If an order to stop construction is not obeyed, the Township may apply to the Livingston County Circuit Court for an order enjoining the violation of the stop construction order. This remedy is in addition to, and not in limitation of, any other remedy provided by law or ordinance, and does not prevent criminal prosecution for failure to obey the order. Construction not commenced within 180 days of permit issuance voids this permit. Cessation of work for periods of 180 continuous days shall also void this permit. Permits are not transferable. SafeBuilt, Inc. and the Township of Genoa are not liable for workmanship.

Signature of Applicant/Date

Building Department Signature/Date

Genoa Charter Township
2911 Dorr Road
Brighton, MI 48116

P: (810)227-5225
F: (810)227-3420
www.genoa.org

Mechanical Permit Application

OFFICIAL PERMIT Permit #: _____

Copy to remain on Site

I. LOCATION OF BUILDING			
ADDRESS:			
SUBDIVISION:	LOT #:		
Tax Parcel #:	ZONING:		
II. IDENTIFICATION			
A. OWNER	EMAIL:	FAX:	
NAME:		PHONE:	
ADDRESS:	CITY:	STATE:	ZIP:
B. ARCHITECT / ENGINEER (if applicable)	EMAIL:	FAX:	
NAME:		PHONE:	
ADDRESS:	CITY:	STATE:	ZIP:
LICENSE #:	EXPIRATION:		
C. CONTRACTOR		FAX:	
NAME:	NAME:	PHONE:	PHONE:
ADDRESS:		STATE:	
LICENSE #:	EXPIRATION:		

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OFFICE OF ADMINISTRATIVE SERVICES

FEDERAL EMPLOYER NUMBER OR REASON FOR EXEMPTION:

WORKERS COMP INSURANCE OR REASON FOR EXEMPTION:

MESC EMPLOYER NUMBER OR REASON FOR EXEMPTION:

III. TYPE OF IMPROVEMENT:

BUILDING VALUATION:		ASSESSOR VALUATION:	
☐ NEW BUILDING	☐ ALTERATION	☐ FOUNDATION ONLY	☐ POOL
☐ ADDITION	☐ REPAIR	☐ PRE-MANUFACTURED	
☐ ACCESSORY STRUCTURE	☐ DEMOLITION	☐ OTHER: _____	

IV. PROPOSED USE OF BUILDING

A. RESIDENTIAL

☐ MODEL	☐ TWO OR MORE FAMILY (# OF UNITS _____)	☐ DETACHED GARAGE
☐ SINGLE FAMILY	☐ ATTACHED GARAGE	☐ OTHER: _____

B. NON-RESIDENTIAL

☐ AMUSEMENT	☐ SERVICE STATION	☐ PUBLIC UTILITY	☐ TANKS, TOWERS
☐ CHURCH / RELIGION	☐ HOSPITAL/ INSTITUTION	☐ STORE/ MERCANTILE	☐ INDUSTRIAL
☐ OFFICE / PROFESSIONAL	☐ EDUCATIONAL	☐ OTHER: _____	

DESCRIBE SCOPE OF WORK: _____

OFFICIAL PERMIT

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V. SELECTED CHARACTERISTICS OF BUILDING

A. MECHANICAL SYSTEM

☐ AIR CONDITIONER ☐ A/C LOCATED IN SIDE YARD ☐ ELEVATOR ☐ FIRE SUPRESSION SYSTEM

HEATING BTU'S _____

I. PLAN REVIEW (REVIEWS TO BE PERFORMED—SEE SECTION BELOW FOR TRADE PERMITS

BUILDING	PLUMBING	MECHANICAL	ELECTRICAL	ENERGY
☐ PLANS SUBMITTED	☐ PLAN SUBMITTED	☐ PLAN SUBMITTED	☐ PLAN SUBMITTED	☐ PLAN SUBMITTED
☐ NOT REQUIRED	☐ NOT REQUIRED	☐ NOT REQUIRED	☐ NOT REQUIRED	☐ NOT REQUIRED

A. MECHANICAL PLANS ARE NOT REQUIRED FOR THE FOLLOWING:

1. One and two-family dwellings when the total building heating/cooling system input rating is 375,000 BTU's or less.
2. Alterations and repair work determined by the mechanical official to be of minor nature.
3. Business, mercantile, and storage buildings having HVAC equipment only, with on fire area and not more than 3,500 square feet.
4. Work completed by a governmental subdivision or state agency costing less than $15,000.00.

Plans are required for all other building types and shall be prepared by or under the direct supervision of an architect or engineer, licensed pursuant to Act. No. 299 or the Public Acts of 1980, as amended, and shall bear that architect's or engineer's signature and seal.

VII. APPLICANT INFORMATION: Applicant is responsible for the payment of all fees and charges applicable to this application and must provide the following:

Print Name:	Telephone No:	
Address:	City:	State:
Email address:		Zip:

VIII. FIXTURE COUNT—Enter the number of items being installed.

	#. Items		
1. Example	3	18. Process Piping	
2. Residential Heating System (includes duct and pipe)		19. Hydronic Piping	
3. Gas/Oil Burning Equipment (furnace, roof top, generator)		20. Refrigeration Piping	
4. Boiler		21. Duct	
5. Water Heater		22. Heat Pumps; Commercial	
6. Damper		23. Air Handlers/ Heat Wheels Under 10,000 CFM	
7. Solid Fuel Equipment (includes chimney)		Over 10,000 CFM	
8. Gas Burning Fireplace		24. Commercial Hoods/ Exhausters	
9. Chimney, Factory Built (installed separately)		25. Heat Recovery Units	
10. Solar; set of 3 panels		26. V.A.V Boxes	
11. Gas Piping (each opening)		27. Unit Ventilators / PTAC Units	
12. Air Conditioning (includes split systems) RTU – Cooling		28. Unit Heaters (terminal units)	
13. Heat Pumps (complete residential)		29. Fire Suppression / Protection	
14. Dryer, Bath and Kitchen Exhaust		30. Coils (Heat / Cool)	
15. Tanks Aboveground		31. Refrigeration (Split System)	
Aboveground Connection		32. Chiller	
Underground		33. Cooling Towers	
Underground Connection		34. Compressor / Condenser	
16. Humidifiers / Air Cleaners		Total Fee:	

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MECHANICAL WORK SHALL NOT BE STARTED UNTIL THE APPLICATION FOR PERMIT HAS BEEN FILED WITH GENOA TOWNSHIP. ALL INSTALLATIONS SHALL BE IN CONFORMANCE WITH THE STATE MECHANICAL CODE. NO WORK SHALL BE CONCEALED UNTIL IT HAS BEEN INSPECTED.

I HEREBY CERTIFY THAT THE PROPOSED WORK IS AUTHORIZED BY THE OWNER OF RECORD AND THAT I HAVE BEEN AUTHORIZED BY THE OWNER TO MAKE THIS APPLICATION AS HIS AUTHORIZED AGENT AND AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THE STATE OF MICHIGAN. ALL INFORMATION SUBMITTED ON THIS APPLICATION IS ACCURATE TO THE BEST OF MY KNOWLEDGE.

SECTION 23A OF THE STATE CONSTRUCTION CODE ACT OF 1972, 1972 PA 230, MCL 125.15239, PROHIBITS A PERSON FROM CONSPIRING TO CIRCUMVENT THE LICENSING REQUIREMENTS OF THIS STATE REGULATION TO PERSONS WHO ARE TO PERFORM WORK ON A RESIDENTIAL BUILDNG OR A RESIDENTIAL STRUCTURE. VIOLATORS OF SECTION 23A ARE SUBJECT TO CIVIL FINES.

Signature of Applicant: _____ Date: _____

OFFICIAL PERMIT

Copy to remain on Site

GENOA Township	BUILDING DIVISION Genoa 2911 Dorr Road Brighton, MI 48116 810-227-5225 Fax 810-227-3420	**PLUMBING PERMIT**	
		Permit Number:	**11GEN-P0001**

For Inspections call 810-227-5225

Date Issued: 03/14/2011
Job Site Address:

9501 Black Sheep Lane

Property Owner: B.B. Wool
Mailing Address: 9501 Black Sheep Lane
Genoa, MI 49000
Phone Number: Home: 805-564-4812
Contractor/General:

Plumbing Contractor: **License:**
Electrical Contractor: **License:**
Heating Contractor: **License:**

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Subdivision: **Lot:** **Block:** **Filing:**
Required Set Backs
N: **S:** **E:** **W:**
Actual Set Backs
N: **S:** **E:** **W:**

TYPE AND VALUE OF BUILDING	
Type:	Misc./One Stop
SubType:	Miscellaneous
Category:	Plumbing Permit
Valuation (Calculator):	$3900.00

FEE ITEMS	# of Each	Amount
Plumbing Permit Fee	3900.00	$105.30
	Total	**105.30**

Plans Reviewed by:

Description of Work: Type V-B; B Occupancy *Install new plumbing for hair salon - 2 sinks, new bathroom,

NOTICE

The applicant, his/her contractors, subcontractors, agents and employees shall comply with all rules, regulations and requirements of the Township Zoning Regulations and the Building Codes governing all aspects of the above proposed work for which the permit is granted. The Township may suspend, revoke or cancel a building permit in case of failure or neglect to comply with the provisions of the Stille-DeRossett-Hale Single State Construction Code Act (the "Act") or the Building Code, or upon a finding by the Township that a false statement or representation has been made in the application for the building permit. Construction MUST conform with submitted and approved plans. Any changes of plans or layout must be approved prior to the changes being made. Any change in the use or occupancy must be approved prior to commencement of construction. If construction is being undertaken contrary to a building permit, the Act, or other applicable laws or ordinances, the Township shall give written notice to the holder of the building permit notifying him/her of the violation of the Act, or other applicable laws and ordinances, and to appear and show cause why the construction should not be stopped. If the holder of the permit fails to appear and show good cause within 1 full working day after notice is delivered, the Township shall cause a written order to stop construction to be posted on the premises. A person shall not continue, or cause or allow to be continued, construction in violation of a stop construction order, except with permission of the Township to abate the dangerous condition or remove the violation, or except by court order. If an order to stop construction is not obeyed, the Township may apply to the Livingston County Circuit Court for an order enjoining the violation of the stop construction order. This remedy is in addition to, and not in limitation of, any other remedy provided by law or ordinance, and does not prevent criminal prosecution for failure to obey the order. Construction not commenced within 180 days of permit issuance voids this permit. Cessation of work for periods of 180 continuous days shall also void this permit. Permits are not transferable. SafeBuilt, Inc. and the Township of Genoa are not liable for workmanship.

Signature of Applicant/Date

Building Department Signature/Date

Genoa Charter Township
2911 Dorr Road
Brighton, MI 48116

P: (810)227-5225
F: (810)227-3420
www.genoa.org

Plumbing Permit Application

OFFICIAL PERMIT

Copy to remain on Site

Permit #: _____

I. LOCATION OF BUILDING			
ADDRESS:			
SUBDIVISION:		LOT #:	
Tax Parcel #:		ZONING:	
II. IDENTIFICATION			
A. OWNER	EMAIL:	FAX:	
NAME:		PHONE:	
ADDRESS:	CITY:	STATE:	ZIP:
B. ARCHITECT / ENGINEER (if applicable)	EMAIL:	FAX:	
NAME:		PHONE:	
ADDRESS:	CITY:	STATE:	ZIP:
LICENSE #:	EXPIRATION:		
C. CONTRACTOR		FAX:	
NAME:	NAME:	PHONE:	PHONE:
ADDRESS:		STATE:	
LICENSE #:	EXPIRATION:		
FEDERAL EMPLOYER NUMBER OR REASON FOR EXEMPTION:			
WORKERS COMP INSURANCE OR REASON FOR EXEMPTION:			
MESC EMPLOYER NUMBER OR REASON FOR EXEMPTION:			

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III. TYPE OF IMPROVEMENT:

BUILDING VALUATION:	ASSESSOR VALUATION:

☐ NEW BUILDING ☐ ALTERATION ☐ FOUNDATION ONLY ☐ POOL
☐ ADDITION ☐ REPAIR ☐ PRE-MANUFACTURED
☐ ACCESSORY STRUCTURE ☐ DEMOLITION ☐ OTHER: _____

IV. PROPOSED USE OF BUILDING

A. RESIDENTIAL

☐ MODEL ☐ TWO OR MORE FAMILY (# OF UNITS _____) ☐ DETACHED GARAGE
☐ SINGLE FAMILY ☐ ATTACHED GARAGE ☐ OTHER: _____

B. NON-RESIDENTIAL

☐ AMUSEMENT ☐ SERVICE STATION ☐ PUBLIC UTILITY ☐ TANKS, TOWERS
☐ CHURCH / RELIGION ☐ HOSPITAL/ INSTITUTION ☐ STORE/ MERCANTILE ☐ INDUSTRIAL
☐ OFFICE / PROFESSIONAL ☐ EDUCATIONAL ☐ OTHER: _____

DESCRIBE SCOPE OF WORK: _____

V. SELECTED CHARACTERISTICS OF BUILDING

A. SEWAGE DISPOSAL

☐ PUBLIC ☐ PRIVATE (SEPTIC)

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Copy to remain on Site

WATER SUPPLY

☐ PUBLIC ☐ PRIVATE

MOBILE HOME UNIT SITE: When item is used for sewer excavations in a new park, the permit applicant should include the application fee plus the number of unit sites.

VI. PLAN REVIEW (REVIEWS TO BE PERFORMED—SEE SECTION BELOW FOR TRADE PERMITS

BUILDING	PLUMBING	MECHANICAL	ELECTRICAL	ENERGY
☐ PLANS SUBMITTED ☐ NOT REQUIRED	☐ PLAN SUBMITTED ☐ NOT REQUIRED	☐ PLAN SUBMITTED ☐ NOT REQUIRED	☐ PLAN SUBMITTED ☐ NOT REQUIRED	☐ PLAN SUBMITTED ☐ NOT REQUIRED

A. PLUMBING PLANS ARE NOT REQUIRED FOR THE FOLLOWING:

1. One or two-family dwellings containing not more than 3,500 square feet of building area.
2. Alterations and repair work determined by the plumbing official to be of minor nature.
3. Assembly, business, mercantile and storage building with a required plumbing fixture count less than 12.
4. Work completed by a governmental subdivision or state agency costing less than $15,000.00.

Plans are required for all other building types and shall be prepared by or under the direct supervision of an architect or engineer, licensed pursuant to Act. No. 299 or the Public Acts of 1980, as amended, and shall bear that architect's or engineer's signature and seal.

VII. APPLICANT INFORMATION: Applicant is responsible for the payment of all fees and charges applicable to this application and must provide the following:

Print Name:	Telephone No:	
Address:	City:	State:
Email address:		Zip:

VIII. FIXTURE COUNTS: Enter the number of items being installed.

	# Items			# Items
1. Example	3	10. Sewers (sanitary, storm)	Less than 6"	
			6" and Over	
2. Mobile Home Park Site		11. Water Distributing Pipe	3/4" Pipe	
Fixtures, Floor Drains, Special Drain, Water Connected Appliance			1" Pipe	
4. Stack (soil, waste, vent and conductor)			1-1/4" Pipe	
5. Sewage Ejectors, Sumps			1-1/2" Pipe	
6. Sub-Soil Drains			2" Pipe	
7. Water Service Less than 2"			Over 2" Pipe	
2" to 6"		12. Reduced Pressure Zone Back-flow Preventer		
Over 6"		13. Domestic Water Treatment and Filtering Equipment		
8. Connection (bldg drain, sewers)		14. Medical Gas System		
9. Manholes, Catch Basins			Total Fee:	

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Item #3 Clarification: Includes water closet, bathtub, lavatories, shower stall, laundry tray, urinal, autopsy, sink, emergency eye wash, emergency shower, garbage grinder, water outlet cooler, ice making machine, water connected still, slop sink, bidet, cuspidor, dishwasher, refrigerator, water heater, drinking fountain, condensate drain, washing machine, acid waste drain, embalming table, bed pan washer, floor drain, roof drain, grease trap, starch trap plaster trap water softener, water outlet or connection to any make -up water tank, connection to heating system, connection to filters, connection to sprinkler system (irrigation), connection to sterilizer, connection to dental chair, and connection to carbonated beverage dispenser.

Item #13 Clarification: A license is not required for the installation of domestic water treatment and filtering equipment that requires modification to an existing cold water distribution supply and associated water piping in building if a permit is secured, required inspections performed and the installation complies with the applicable code.

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Signature of Applicant: _____ Date: _____

Attachment D

Genoa Township Procedures for Construction Code Administration

(1) How permit applications are reviewed and approved

Before construction of a building or structure is commenced, an owner or owner's agent must file an application for permit in writing on the Genoa Township Application form and as prescribed by the State Construction Code Act.

The application must be accompanied by:

- Payment of any required plan review fees in accordance with the schedule of fees adopted by Genoa Township.
- Payment of the permit fee in accordance with the schedule of fees adopted by Genoa Township (prior to permit issuance).
- Full and complete plans and specifications drawn to scale with sufficient clarity and detail dimensions to show the nature and character of the work to be performed. Plans must be signed and sealed in accordance with the code rules and the Michigan Occupational Code, PA No. 299 of 1980.
- A site plan showing to scale the size and location of the structure or building and all existing structures on the site, distance from lot lines, the established street grades and the proposed finish grades.

If the proposed plan conforms to the requirements of the code and all other applicable laws and ordinances, the code official shall initial, date and stamp the plans "APPROVED".

If the plans do not conform to the code and other applicable laws, the application shall be rejected in writing, setting forth the reasons for the rejection.

Applications must be granted, in whole or in part, within 10 days of receipt of the completed application. When the structure or building is of an unusual design or unusually complicated, action must be taken within 15 days of receipt of the complete application.

(2) How plans are reviewed and violations identified are resolved

All plans are reviewed for compliance by a state registered plan reviewer (for applicable trades), for Genoa Township. Where deficiencies in the plans are identified, written notice is provided to the applicant and corrections are requested before the plans are approved. When minor discrepancies are identified, compliance may be cited by the code official as a condition of the approval.

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(3) How permits are issued

Upon approval for the application for permit, the code official shall cause the permit to be issued identifying the use classification and building type upon the permit. The permit shall include all requirements for necessary compliance to the respective code(s).

(4) How inspections are scheduled and findings reported

Inspections shall be performed, as outlined in the code/Act, periodically during, and upon completion of the work for which the permit is issued. Inspections should be conducted to assure compliance with the code, all applicable construction standards, and conditions upon which the permit is issued. The applicant shall notify the Genoa Township Building Department when required inspections are ready for the compliance inspection.

The findings shall be reported to the permit holder in writing as provided by the code/Act.

(5) How code violations are identified during inspections and resolved

Violations identified during the course of inspections shall be reported in writing to the permit holder. All violations shall be identified with a reference to the code provision cited in the violation. Where minor violations are cited, the notice may be made verbally to the permit holder.

Compliance with the code resolving the violation must be achieved prior to granting an approval.

When compliance is not achieved, the enforcing agency shall pursue administrative remedies identified in the code or through legal proceeding provided by law or local ordinance.

(6) Record keeping procedures

Genoa Township shall maintain records of all actions taken in the review of plans, issuance of permits, inspection of construction, issuance of violations and issuance of certificate of occupancy. All records shall be maintained at a location in the Genoa Township hall, and made available for review by the public in accordance with the Freedom of Information Act.

(7) How certificates of occupancy and final approvals are granted

Final inspections are conducted when notification from the permit holder is received that the construction is completed under the permit. Upon inspection, when compliance is noted, the code official shall provide written notice of the approval.

When all construction permits have received final approval and the construction is entitled to a certificate of occupancy as provided by the State Construction Code Act, a certificate of occupancy shall be issued by Genoa Township, including all required information specified within the Act.

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Modified
Attachment E

Genoa Township, MI
Building Department Fee Schedule

Building Permit Fee Schedule:

Determination of Building Value

The value of a project will be based on the stated value on the building permit application, or by applying the most recent "Square Foot Construction Costs Table" data published twice yearly by the International Code Council, whichever is greater. Which can be viewed at www.iccsafe.org or see attached.

Building Permit and Plan Review Fees

Building permit and plan review fees shall be based on the following fee schedule, as applied to the valuation.

TOTAL VALUATION	FEE
$1.00 to $500.00	$42.50
$501.00 to $2,000.00	$42.50 for the first $500.00 plus $2.60 for each additional $100.00, or fraction thereof, to and including $2,000.00
$2,001.00 to $25,000.00	$81.50 for the first $2,000.00 plus $11.90 for each additional $1,000.00, or fraction thereof, to and including $25,000.00
$25,001.00 to $50,000.00	$355.20 for the first $25,000.00 plus $8.58 for each additional $1,000.00, or fraction thereof, to and including $50,000.00
$50,001.00 to $100,000.00	$569.70 for the first $50,000.00 plus $5.10 for each additional $1,000.00, or fraction thereof, to and including $100,000.00
$100,001.00 to $500,000.00	$824.70 for the first $100,000.00 plus $4.25 for each additional $1,000.00, or fraction thereof, to and including $500,000.00
$500,001.00 to $1,000,000.00	$2,524.70 for the first $500,000.00 plus $3.62 for each additional $1,000.00, or fraction thereof, to and including $1,000,000.00
$1,000,001.00 and up	$4,334.70 for the first $1,000,000.00 plus $2.55 for each additional $1,000.00, or fraction thereof

Other Inspections and Fees:

1. An inspection shall be made between 8 a.m. and 6 p.m. on business days , or when construction is actually being undertaken, except if the enforcing agency has probable cause to believe that an immediate danger to life, limb or property exists, or except with permission of an owner, or his agent, architect, engineer or builder.
2. Inspections outside of normal business hours ..... $75.00 per hour[1] (minimum charge – two hours)
3. Re-inspection fees..... $65.00 per inspection
4. Inspections for which no fee is specifically indicated ..... $65.00 per hour[1] (minimum charge – one hour)
5. Additional plan review required by changes, additions or revisions to plans ..... $65.00 per hour[1] (minimum charge – one-half hour)
6. For use of outside consultants for plan checking and inspection, or both ..... Actual Cost[2]

One-Stop Fees:

1. Pre- manufactured hot tub and 1 stop pools $65.00
2. Re-roof (no structural changes) $65.00
3. Siding $65.00
4. Window replacement (no structural changes) $65.00
5. Residential Decks..... $115.00

Building Plan Review Fees:

1. Commercial plan review and administration fee equal 65% of the Building Permit Fee
2. Residential plan review and administration fee equal 30% of the Building Permit Fee

[1]Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.
[2]Actual costs include administrative and overhead costs.

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Electrical Permit Fee Schedule:

Determination of Electrical Value

Valuation shall be the total cost of materials, profit and labor. The Minimum valuation shall be at least 5% of the building valuation for new construction only.

Electrical Permit and Plan Review Fees

Electrical permit and plan review fees shall be based on the following fee schedule, as applied to the valuation.

TOTAL VALUATION	FEE
$1.00 to $500.00	$42.50
$501.00 to $2,000.00	$42.50 for the first $500.00 plus $2.60 for each additional $100.00, or fraction thereof, to and including $2,000.00
$2,001.00 to $25,000.00	$81.50 for the first $2,000.00 plus $11.90 for each additional $1,000.00, or fraction thereof, to and including $25,000.00
$25,001.00 to $50,000.00	$355.20 for the first $25,000.00 plus $8.58 for each additional $1,000.00, or fraction thereof, to and including $50,000.00
$50,001.00 to $100,000.00	$569.70 for the first $50,000.00 plus $5.10 for each additional $1,000.00, or fraction thereof, to and including $100,000.00
$100,001.00 to $500,000.00	$824.70 for the first $100,000.00 plus $4.25 for each additional $1,000.00, or fraction thereof, to and including $500,000.00
$500,001.00 to $1,000,000.00	$2,524.70 for the first $500,000.00 plus $3.62 for each additional $1,000.00, or fraction thereof, to and including $1,000,000.00
$1,000,001.00 and up	$4,334.70 for the first $1,000,000.00 plus $2.55 for each additional $1,000.00, or fraction thereof

1. **Other Inspections and Fees:** An inspection shall be made between 8 a.m. and 6 p.m. on business days , or when construction is actually being undertaken, except if the enforcing agency has probable cause to believe that an immediate danger to life, limb or property exists, or except with permission of an owner, or his agent, architect, engineer or builder.
2. Inspections outside of normal business hours ..... $75.00 per hour[1] (minimum charge – two hours)
3. Re-inspection fees..... $65.00 per inspection
4. Inspections for which no fee is specifically indicated ..... $65.00 per hour[1] (minimum charge – one hour)
5. Additional plan review required by changes, additions or revisions to plans .... $65.00 per hour[1] (minimum charge – one-half hour)
6. For use of outside consultants for plan checking and inspection, or both ..... Actual Cost[2]

One-Stop Fees:

1. Temporary service $65.00
2. Pre-manufactured hot tub $65.00

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Plumbing Permit Fee Schedule:

Determination of Plumbing Value

Valuation shall be the total cost of materials, profit and labor. The minimum valuation shall be at least 5% of the building valuation for new construction only.

Plumbing Permit and Plan Review Fees

Plumbing permit and plan review fees shall be based on the following fee schedule, as applied to the valuation.

TOTAL VALUATION	FEE
$1.00 to $500.00	$42.50
$501.00 to $2,000.00	$42.50 for the first $500.00 plus $2.60 for each additional $100.00, or fraction thereof, to and including $2,000.00
$2,001.00 to $25,000.00	$81.50 for the first $2,000.00 plus $11.90 for each additional $1,000.00, or fraction thereof, to and including $25,000.00
$25,001.00 to $50,000.00	$355.20 for the first $25,000.00 plus $8.58 for each additional $1,000.00, or fraction thereof, to and including $50,000.00
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$1,000,001.00 and up	$4,334.70 for the first $1,000,000.00 plus $2.55 for each additional $1,000.00, or fraction thereof

Other Inspections and Fees:

1. An inspection shall be made between 8 a.m. and 6 p.m. on business days , or when construction is actually being undertaken, except if the enforcing agency has probable cause to believe that an immediate danger to life, limb or property exists, or except with permission of an owner, or his agent, architect, engineer or builder.
2. Inspections outside of normal business hours ..... $75.00 per hour[1] (minimum charge – two hours)
3. Re-inspection fees..... $65.00 per inspection
4. Inspections for which no fee is specifically indicated ..... $65.00 per hour[1] (minimum charge – one hour)
5. Additional plan review required by changes, additions or revisions to plans ..... $65.00 per hour[1] (minimum charge – one-half hour)
6. For use of outside consultants for plan checking and inspection, or both ..... Actual Cost[2]

One-Stop Fees:

1. Water Heater $65.00
2. Water Softener $65.00
3. Irrigation $65.00

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Mechanical Permit Fee Schedule:

Determination of Mechanical Value

Valuation shall be the total cost of materials, profit and labor. The minimum valuation shall be at least 5% of the building valuation for new construction only.

Mechanical Permit and Plan Review Fees

Mechanical permit and plan review fees shall be based on the following fee schedule, as applied to the valuation.

TOTAL VALUATION	FEE
$1.00 to $500.00	$42.50
$501.00 to $2,000.00	$42.50 for the first $500.00 plus $2.60 for each additional $100.00, or fraction thereof, to and including $2,000.00
$2,001.00 to $25,000.00	$81.50 for the first $2,000.00 plus $11.90 for each additional $1,000.00, or fraction thereof, to and including $25,000.00
$25,001.00 to $50,000.00	$355.20 for the first $25,000.00 plus $8.58 for each additional $1,000.00, or fraction thereof, to and including $50,000.00
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$1,000,001.00 and up	$4,334.70 for the first $1,000,000.00 plus $2.55 for each additional $1,000.00, or fraction thereof

Other Inspections and Fees:

1. An inspection shall be made between 8 a.m. and 6 p.m. on business days , or when construction is actually being undertaken, except if the enforcing agency has probable cause to believe that an immediate danger to life, limb or property exists, or except with permission of an owner, or his agent, architect, engineer or builder.
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5. Additional plan review required by changes, additions or revisions to plans .... $65.00 per hour[1] (minimum charge – one-half hour)
6. For use of outside consultants for plan checking and inspection, or both ..... Actual Cost[2]

One-Stop Fees:

1. Furnace or boiler change out $65.00

Building Board of Appeals Fee Schedule:

Appeals to the Building Board of Appeals shall be:

$125.00

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GENOA CHARTER TOWNSHIP
BOARD OF TRUSTEES
REGULAR MEETING
MARCH 7, 2011
6:30 p.m.

MINUTES

Supervisor McCririe called the regular meeting of the Genoa Charter Township Board to order at 6:30 p.m. The Pledge of Allegiance was then said. The following persons were present constituting a quorum for the transaction of business: Gary McCririe, Jean Ledford, Steve Wildman and Jim Mortensen. Also present were Mike Archinal, Township Manager, Frank Mancuso, Township Attorney, and approximately 50 persons in the audience.

Supervisor McCririe states that there will be a separate call to the public for agenda items 5 and 7. A call to the public was made for non-agenda items and items other than 5 and 7 with the following response:

Jim Rowell, 5240 Mountain Road states that he would like to know about Mr. McCririe's affiliation with Laurex Real Estate and the Laurex ownership of parcels along Grand River Avenue. He read some comments on the blog and now questions if Mr. McCririe benefits financially from his role at the Township. Mr. McCririe responds that he owns Laurex Residential Real Estate and cannot speak to the commercial business which is owned by Mr. Smith. Mr. McCririe states that he has lived here for over 47 years and has been a residential real estate broker in Livingston County for over 25 years. He states that his business has not and will not violate any ethical obligations to his elected position.

Approval of Consent Agenda:
Moved by Wildman, Supported by Mortensen to approve the consent agenda as presented. **The motion carried unanimously.**

1. Payment of Bills

2. Request to approve minutes: 02-21-11

3. Request to accept and approve the Howell Area Parks and Recreation Authority fiscal year 2011-2012 budget.

4. Request for approval to submit to Howell Parks and Recreation payment of $62,790 for Genoa Charter Township's participation in the program.

Approval of Regular Agenda:
Moved by Ledford, Supported by Mortensen to approve for action all items listed under the regular agenda. **The motion carried unanimously**

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5. Request for approval of Resolution #3 to Approve Project, Cost Estimates, Special Assessment District and Causing the Special Assessment Roll to be prepared for the East and West Crooked Lakes Aquatic Weed Control Reimbursement Special Assessment Project.

Mike Breazeale with the Tri-Lakes Homeowner's Association and Steve Hansen with Professional Lake Management give a brief overview of the project. Mr. Hansen indicated his expertise in the Lake Management field. He explains Eurasian Milfoil and how it spreads from lake to lake. He states that milfoil is the target of the program and there will be no impact on other plants. The program he is proposing is the best for long term treatment of the milfoil. The first year he proposes to treat the entire lake with Fluridone at 6 parts per billion (ppb). It will have no impact on the native plants and the first treatment would be in April/May. In Year 2, the program would be to seek and destroy any remaining milfoil and treat it directly. Each lake responds differently. Professional Lake Management manages Brighton Lake, Beach Lake, Hidden Lake, Silver Lake, and 300 additional lakes throughout the state.

A call to the public was made with the following response:

Curtis Gruber, on behalf of his mother, Edna Nagy who lives at 4136 Highcrest Drive reads from a prepared statement from Ms. Nagy as follows: The weeds are a part of nature. When you eliminate weeds you remove the natural cover and will cause breakdown in the natural life cycle. Removal of the weeds will harm the lake and its wildlife. Weed killer in Round Lake was applied 80 years ago and it hurt the fish population. The fishing hasn't been good in Round Lake since. The weeds grew back thicker and better than ever. Later there was a claim that the septic fields were causing the weed problem. So they pushed the sewers and that did not solve the problem. The lakes have always had weeds. Motor boats got rid of lots of the weeds. You should look at a more natural solution than poison. You should look at how much lawn and garden fertilizer makes it to the lake. Why should only the residents pay on a pubic lake? Shouldn't only the people that want it have to pay for it?

Supervisor McCririe responds that the law doesn't allow us to assess the State boat launch property. Due to the structure of Public Act 188 you can collect money from all those benefited from an improvement. Everyone benefits from improved lakes.

Arnie Messing of 3940 Highcrest Drive would like to make a few points. He is opposed to this district. He's been here since 1976. When he petitioned for roads and sewers one of the reasons given was that the septics were failing the lakes. He took a day off work to sample the lakes to check for septic failures and he took the samples to Lansing. There was 40ppm of fecal coliform and there needs to be 400ppm for damage to the lake. My first summer on the lake I couldn't swim because there were too many weeds. I am opposed. Keep the lake and the weeds the way they are.

Joe LaSalle of 3657 Conrad: My parents moved out here in 1954. I've seen what happens when you spray the lake. The weeds float to the top and then to the bottom and then it turns to muck. This will hurt the fish population. There is no guarantee that it won't effect the fish population.

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Oak Pointe is contributing to the problem with the golf course fertilizer. I'm totally opposed. Harvest the weeds…don't spray poison.

Trustee Wildman states that he was initially opposed to this on Lake Chemung and he has seen a tremendous benefit on his lake. It was worth every penny. The treatment doesn't affect the native weeds.

Al Bozyk of 5480 Sharp Drive is opposed. The lakes are very shallow and over the years there has been a growth in the power boats and that drums up the weeds. This will create more muck and with all the outsiders using the lake it keeps the weeds down. Our money is better spent elsewhere.

Steve Hansen clarifies the treatment is done to kill it before it grows. With Fluridone the contact period is 45 days. It takes from May to June for the plant to decompose. It doesn't get uprooted.

Gary Srock, 3639 Conrad Road asks if it will be safe to eat the fish. I've heard of different chemicals used that is not safe to eat the fish. Is there a restriction on eating the fish? He wants to invite the board to a fish fry if this passes.

Steve Hansen responds yes, absolutely, the chemical does not bio-accumulate in the fish and there is no restriction to eating fish.

Jodi Cook of 3924 Highcrest opposes and has letters of 3 others in opposition. She is a horticulturist and was a greenhouse grower. How does contact with the plant occur? Hansen - it needs to have foliage contact. Is 45 days active period or death period? Hansen – We maintain the concentration for 45 days to keep it at 6ppb. What are the water temperature requirements? Hansen – it is temperature dependant over 50 degrees. Fluridone is less dependent than some other types of herbicide. Water moves, what happens during high winds? Hansen – once the lake stratifies they treat. The stratification forms a natural barrier and they distribute the product as much as they can to stabilize and treat uniformly in the lake. Is there a temperature that is too high? Hansen – no. Does it get to the roots of the plant? Hansen – it is a systemic herbicide so it does get to the root. I am opposed because I don't think the weeds are a big enough problem to warrant this. Also, we have been doing this for 10-15 years can this be put to rest.

Carolyn Kerr of 4550 Siem Road objects to the plan. She appreciates the effort by the Township and states that this problem is never solved. She owns lake property elsewhere and it's a cycle. She thinks we should look at what we are doing to cause the weeds to grow. She agrees with Ms. Nagy, we should rake out the weeds. Education about fertilizers and other things need to be looked at.

Arla Heckman of 4263 Clifford has been reading reports on the web about Fluridone and in Washington they can't water their yards or their plants. Steve Hensen responds that the label calls for a 30 day restriction over 5ppb. Golf courses will continue to water at 5ppb. After initial treatment they will post a 30 day irrigation restriction. It usually drops off much sooner than that. They will monitor to check the levels and it usually doesn't take anywhere near 30 days.

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Steve Hansen states that in response to the comment of looking at what they are doing wrong to cause or contribute to the weeds is that doing nothing is what is being done wrong. There wasn't a problem in 2002 and then in 2008 there was. You need to treat for this. In East Crooked Lake there is a lot of milfoil in the drop off area.

Jeff Gangnier of 4354 Highcrest lives adjacent to the Oak Pointe marina and has been there for 18 years. Oak Pointe is treating their dock area and his dock is right next door and is overrun with weeds. Do you need to treat the whole lake? My area is sandy because I rake it. Activity and the boat get rid of the weeds. He is not in favor of this. Steve Hansen responds that yes, we do treat the whole lake uniformly. It is subsurface injected. It will get all the milfoil in the lake. In the following years we can treat specific areas.

Harold Crane of 3713 Highcrest states that this is very controversial. He has talked to other homeowners and the milweed is not a problem in the lake. He is more concerned about the chemical in the lake. Shouldn't every riparian be allowed to vote and have a majority rule. This should be put to a vote.

Supervisor McCririe states that with P.A. 188 you can circulate a petition and if you obtain more than 51% signatures in support the Board can initiate the S.A.D. The second option is Township initiated and if there are 20% opposed it stops. The reason we have these hearings is to hear what the people want.

Leslie Radabaugh at 4094 Highcrest states that her family has been there since 1917. When Burroughs farms were in operation they had 10 times the boats as there are now. She has 2 neighbors who treat their part of the lake. If this would stop the renegades from dumping chemicals in the lake she would support this. Chem Lawn and fertilizer companies need to be regulated.

John Kirsch of 4875 Crooked Stick Ct. is with the Oak Pointe Homeowner's Association and states that they treat the beach and marina twice a year. It is localized to this area. When they treat they have to avoid irrigating, drinking, and swimming for 3 days. The DEQ gives the permit. By doing the whole lake you would eliminate this and everyone who has permits would not be given permits to do that anymore. I am in favor of this.

Dan Beck of 4586 Glen Eagles Drive supports the project because of the swimming and weeds. Some of you are concerned about fishing. If you fish near the marina there is no problem with the number of fish throughout the season. On the drop off the fishing is good.

Jim Bozyck of 3850 Highcrest Drive asked how many times the lake would be treated from April to October He is opposed to the project.

Steve Hansen states the lake will be treated twice in the first year at the end of April and beginning of May. In subsequent years they will visit and treat small areas and will notify those homeowners affected.

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Dave Yanochko of 4054 Anchor Lane is in favor of the treatment. He is a fisherman. Depths of 15-18 feet are filling in with milfoil. He can't put an anchor down in the bay. If we don't do this now it will be very bad with mats on top of the lake.

Frank Fisher of 5859 Griffith asks if it is an annual treatment. Once this gets going you can't stop it. It has its own cycle. Are there other methods such as biological contra measures? He is very skeptical about this.

Supervisor McCririe states that this would be a 5 year program renewed by this process every 5 years. Milfoil is an invasive species and is brought there by boats.

Tom Crane of 3934 Highcrest states that they have a 9 year old and live next to the Cooks. They have been on the lake forever. He's worried about the groundwater…they have a well. He doesn't trust people. People make mistakes. Oak Pointe put the marina where the beach used to be. I don't like the thought of my kids swimming in the lake with chemicals.

Tom Rafferty of 4244 Highcrest states that the weeds are bad in his opinion. The survey says they are bad and getting worse. People do put chemicals in the lake now. The problem won't get better if we do nothing. My kids swim everyday and I'm convinced after talking to other people in lakes that this is the best solution. He questions if the Lake Management company is involved in any litigation? The problem won't go away. I was opposed initially and after doing my research for 2 years now I've changed my mind. I don't see any other choice. The weeds are coming and this is the best solution available. I don't like chemicals either.

Mike Breazeale with the Tri-lakes Association states that there are 30 individuals treating the lake themselves based on his research.

Paul Henderson of 4502 Lakeshore Court has lived here 22 years. He fishes 4-5 times a week on the lake. There has been a noticeable increase in the milfoil in areas where you couldn't possibly rake. I also have 8 grandchildren and after my research I would allow them to swim with this treatment. We are close to mats on the southwest corner.

Pam _____ of 3243 Lakewood Shores Drive stated that she got the signatures in her subdivision and everyone she talked to is in support of this.

Jodi Cook questions if there are any lakes that have been treated that don't need it ever again. Steve Hansen responded that there are none that he is aware of.

Joe LaSalle asks if it doesn't affect fish or people eating fish why it says there is no guarantee that fish won't die. Steve Hansen states that natural fish kills happen all the time. Those are for the situations when there are naturally occurring fish kills. The DNR has lots of information on fish kills.

Victor Zammit of 4177 Homestead questions how the chemicals that people are putting in themselves will react with this. Steve Hansen replies that there would be no reaction but many

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of the chemicals people buy on the internet are very dangerous and hopefully this would stop that activity.

Dan Beck asks when would this start and are the bids public. Steve Hansen replies April/May 2012. Mike Breazeale states that the lake association got other bids and Steve and his team have been great to work with. If the Township approved this, they would get new bids.

Jeff Gangnier of 4354 Highcrest would like to see an informational ballot to see who wants it. It could be sent out with Tax Bill.

Arnie Messing states that he was involved in secchi disk testing for 6 years to measure transparency every Saturday from May to September. The overall condition in the lake has not changed. The whole water quality needs to be looked at.

Bill Wernette states that the weeds take nutrients out of the water. The weeds decompose and consume oxygen and kill the fish. Without weeds the nutrients build up. If we get an algae bloom what would be do then. He asks if that is likely to occur.

Arla Heckman states that she has learned from her research there is an algae bloom in the first and also second year. Cat tails and lily pads will be affected but they will come back.

The call to the public was closed at 7:50pm.

Jean Ledford requests to abstain because she is a lake resident. McCririe states that makes 3 out of 7 members present and available to vote and he is uncomfortable moving forward with only 3 members. The Board will need to take action to recognize Jean's abstention.

Moved by Mortensen, supported by Wildman to table agenda items 5 and 6 to the next regular meeting of the Board scheduled for March 21, 2011. **Motion carried unanimously.**

6. Request for approval of Resolution #4 to Acknowledging the Filing of the Special Assessment Roll, Scheduling the Second Public Hearing, and Directing the Issuance of Statutory Notices for the East and West Crooked Lakes Aquatic Weed Control Reimbursement Special Assessment Project.

7. Request for approval of an amendment to the Building Permit Fee Schedule.

Township Manager Mike Archinal presents to the Board that staff has analyzed the fees and calculations show the Township to be cheaper or on par with the County Fees. He states that the Township has committed that we will not increase fees.

Jean Ledford questions if the company could change their rates to the Township after a few years. Mr. Archinal states that the Township may look to adjust the Agreement with SAFEbuilt if costs to run or house the department increase.

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A call to the public was made with the following response:

Steve Davis owns Advance Craft Home builders. His first permit pulled in Genoa was in 1973 and his last one was last year. He has built 600-700 homes in Livingston County. He feels that Genoa is duplicating services that the County is doing and his experience is that Hamburg and Brighton have been giving it back to the County. He feels the County can best serve our needs as a builder. Staff is full time 5 days a week and they have a computer system to order inspections. Jim Rowell has done a good job. County has traditionally been cheaper than the Township's due to an economy of scale. If the Township could meet prices and give us the same service it would be fine.

Boyd Buchanen asked if the proposed fees from the last meeting were adjusted. Across the Board you were higher. How can a building official working part time provide better service? Mr. Archinal states yes, the deck fee was reduced and from what we've been able to obtain, our fees are not higher. Archinal states 5 hours per week are paid from Genoa Township and the other hours of the week will be paid through a contractual agreement.

Frank Portelli lives in Deerfield and runs a home building company. The Livingston County Building Department is very professional and they have their act together. I can schedule construction during winter months and all day everyday which makes sense. This seems to be contrary to what the rest of the communities in Michigan are doing to consolidate services. This doesn't seem like a reasonable way to run a department. Overhead will match expense so it will be easy to make this revenue neutral. You will just suck up whatever is extra. What is the goal? McCririe – the goal is customer service. Portelli – I've seen the best service of anywhere I've worked in Livingston County. In general, it's way smoother at the County than anywhere else. Centralized service is more efficient. I don't believe that you will be able to sustain this in the long term. At some point costs will go up. I will be funding the inefficiency built into your system. There is no argument I can see for doing this. It doesn't seem like a good idea.

Supervisor McCririe states that the Township has a myriad of customers and we have experienced many frustrations over time which has caused us to look at this. We want to provide better service for our customers.

Jim Rowell states that he applauds the Board for listening and taking the fees into consideration. If you are bringing them down and you are going to match them I hope it works out for you.

Moved by Wildman, Supported by Mortensen to approve the amendment to the fee schedule with a revision to deck permits to be $115 for 2 inspections with an additional $30 fee if a rough inspection is required. **The motion carried unanimously.**

8. Request for approval to adopt the Genoa Charter Township Employee Handbook effective March 7, 2011 and cancel the Genoa Charter Township Employee Handbook Adopted May 21, 1990 and subsequent amendment.

Dave Miller and Greg Tatara present the new employee handbook with changes for the Utility Department. The Utility Department works 365 days a year and their staff should wear

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employee uniforms. They added a code of conduct, safety, and drug testing. The proposed handbook describes the permitted use of municipal vehicles, equipment and cell phones. The updates to handbook were reviewed by the Township Attorney and were found to comply with regulations and case law.

Trustee Mortensen states that the reference to annuity contracts under pension/retirement needs to be changed. This is not what they are using. Also, on page 28, paragraph 3 refers to the Company and it should say "Township".

Trustee Mortensen questions if the signature pages at the end apply to existing employees. He feels they should. Mr. Tatara and Mr. Archinal respond that all employees will sign this.

Trustee Mortensen questions if there are lifted words from another Personnel Manual and if there any copyright issues. Frank Mancuso responds that this is not a copy word for word. This is a manual and therefore there are no copyright issues.

Moved by Ledford, supported by Mortensen to approve and adopt the Genoa Charter Township Employee Handbook effective March 7, 2011 and cancel the Genoa Charter Township Employee Handbook Adopted May 21, 1990 and subsequent amendment with the changes discussed this evening. **Motion Carried Unanimously.**

9. Request for approval of change in Oak Pointe and Lake Edgewood water and sewer rates.

Greg Tatara and Ken Palka presented to the Board. The Utility Department has worked very hard to keep their expenses in check. The current budgets have been reviewed by P.H.P., Inc. and they support the rate increases. Included in this evenings packet there was a summary of the current financial state of the systems. For Lake Edgewood there were no rate increases from 2000-2008. This created a hole that they are now trying to dig out of. If you look at the revenue to expense reports they are staring to close that gap. Flows have been declining. The Oak Pointe deficit is closing and they will get to a point where they will have a surplus with the new budget. They have made improvements to aging infrastructure to improve the costs of running the system. Oak Pointe water has been doing well and they are only proposing a small increase despite the decline in production and to accommodate for future anticipated declines in flow. In Oak Pointe, residents would notice the change on their August bill and for Lake Edgewood residents the change will affect the September bill.

Rick Hagenbach, 7100 Forest Way in Pine Creek asked why you are increasing rates in this time. Supervisor McCririe responds that each year we analyze the systems and adjust to cover expenses. Dr. Greg Tatara states that they have cut expenses everywhere possible to continue to maintain a safe system. The rates are being raised at the very minimum. If these rate changes did not occur it would create a long term financial impact on the system.

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Moved by Ledford, supported by Mortensen to increase the Lake Edgewood metered sewer charges to $6.37/1,000 gallons and to increase the flat rate sewer charges to $109.77/quarter effective June 1st, 2011. **The motion carried unanimously.**

Moved by Wildman, supported by Ledford to increase the Oak Pointe metered sewer charges to $5.98/1,000 gallons and to increase the flat rate sewer charges to$125.76/quarter effective May 1st, 2011. **The motion carried unanimously.**

Moved by Mortensen, supported by Ledford to increase the Oak Pointe metered water charges to $3.08/1,000 gallons effective May 1st, 2011. **The motion carried unanimously.**

10. First review of the budget projections for the fiscal year of April 1, 2011 thru March 31, 2012.

Ken Palka presents to the Board. He states this is the same budget that they saw at the last meeting. There have been no changes.

Supervisor McCririe states the next step is to publish and hold the public hearing.

There are no comments or questions.

11. Request for authorization for publication and to set public hearing for March 21, 2011 at 6:30 p.m. for approval of the 2011/2012 budget.

Moved by Ledford, supported by Mortensen to authorize the publication and set the public hearing for March 21, 2011 at 6:30pm for approval of the 2011/2012 budget. **The Motion carried unanimously.**

Correspondence

The Board received a letter from Steve Miller. Mr. Archinal will respond to Mr. Miller.

John and Patrice Liss on Webster Park Drive submitted a letter that they do not want to pay for garbage. Supervisor McCririe states that everyone pays. There was no interest among the Board members to exclude them.

Barn Tour workshop

Letter of thanks for removing dead deer.

Standard and Poors increasing Bond Rating to AA. Sewer bonds upgraded to AA-.

Dykema Gosset – master operating agreement

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Member Discussion

Trustee Mortensen asked if the calendar for the next fiscal year published on the website is approved by the Board. Mr. Archinal replies to the affirmative and states that he will check on it to make sure it has been reviewed by the Board. Mr. Mortensen is troubled by canceling meetings at the last hour and believes things should be scheduled in advance. The Board should look into canceling the meeting around the Fourth of July and also the opening of deer hunting season. They should plan ahead.

Mike Archinal informs the board that for the next meeting they should be prepared to discuss Pine Creek's interest in privatizing their public roads. Oakland County says no. This is a policy decision for the Board. There will be a formal proposal from the association at the next meeting. Mr. Archinal suggests the officials drive through there around 2:45pm on a weekday to get an idea of what the problems are. They get a lot of cut through traffic.

Rick Hagenbach of 7100 Forest Way Ct. addressed the Board and states that the issue is safety. Someone is going to get hurt. Debbie Ziołkowski a resident of Pine Creek Ridge informs the Board that they have worked with the Sherriff and the County Road Commission to control traffic speeds and volume. Due to the hills and curves they can't use a lot of traffic calming techniques. They would like to make it gated.

Mike Archinal informs the Board of his 13 years anniversary to the Township and states his appreciation to the Board for his time here.

Moved by Ledford, supported by Wildman to adjourn the meeting at 8:48pm. **The motion carried unanimously.**

Submitted by:

Kelly VanMarter

(Press/argus 03/18/2011)

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Modified Attachment F

Genoa Township
Construction Board of Appeals

ESTABLISHMENT; COMPOSITION; APPOINTMENT AND TERMS OF MEMBERS.

(a) The Construction Board of Appeals of the Township, heretofore created pursuant to the Stille-DeRossett-Hale Single State Construction Code Act (PA 230 of 1972), as amended, is hereby established. The Construction Board of Appeals shall consist of five (5) members appointed by the Township Supervisor with Board concurrence. Each member of the Construction Board of Appeals should have at least five years of professional experience as a licensed contractor, licensed engineer, licensed architect, licensed electrician, or a licensed plumber. If a representative is not available from one of these categories, others may be appointed who do not meet all of the specific requirements but, in the opinion of the Supervisor with Board concurrence, are qualified with experience and training to pass upon pertinent matters.

(b) Such members shall be appointed for two (2) year terms except that the initial appointments shall provide for one (1) three-year term, two (2)-two-year terms, and two (2) one-year terms so that subsequent appointments shall not occur at the same time.

MEETINGS AND RULES GENERALLY.

The Construction Board of Appeals shall meet at such times as the Board may determine. All meetings of the Construction Board of Appeals shall be open to the public. Compensation for the appointed members of the Construction Board of Appeals may be determined periodically by the Genoa Township Board.

QUORUM, VOTES NECESSARY FOR DECISION.

A majority of the members of the Construction Board of Appeals shall constitute a quorum. A majority of the members is required to take action on all matters not of an administrative nature, but a majority of a quorum may deal with administrative matters.

SECRETARY; MINUTES OF MEETINGS; RECORDS OF HEARINGS.

(a) The Township Manger, or his or her designee, shall serve as secretary of the Construction Board of Appeals and shall keep records of its meetings. The minutes of the meetings shall be in writing, but may state the substance of any matter considered.

(b) Official records of all hearings shall be prepared to include the following:

(1) Notices, pleadings, motions, and intermediate rulings.

(2) Questions and offers of proof, objections, and rulings thereon.

(3) Evidence presented.

(4) Matters officially noticed (except matters so obvious that a statement of them would serve no useful purpose).

(5) Findings and exceptions.

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(6) Decisions and reasons for the decision.

GENERAL POWERS AND DUTIES.

(a) The Construction Board of Appeals shall act as a quasi-judicial body in deciding matters brought before it which involve any provision of the Township's building, plumbing, mechanical, electrical, and fire codes. The Construction Board of Appeals shall also act as an advisory board to the Genoa Township Board. The Construction Board of Appeals shall have the following powers and duties:

(1) To hear and decide appeals from and review any order, requirement, decision or determination made by an administrative official charged with the enforcement of the Township building, plumbing, mechanical, electrical and fire codes. The Construction Board of Appeals shall have no authority to waive requirements of any Township codes.

(2) To approve alternate materials and methods of installation. To do acts, make decisions and make such determinations as authorized by State law or the Michigan Construction Codes.

(3) After a public hearing, the Construction Board of Appeals may grant a specific variance to a substantive requirement of the codes, if the literal application of the substantive requirement would result in exceptional practical difficulty to the applicant, and if both of the following requirements are satisfied:

A. The performance of the particular item or part of the building or structure with respect to which the variance is granted shall be adequate for its intended use and shall not substantially deviate from performance required by the code of the particular item or part for the health, safety, and welfare of the people of the Township and the intent of the code is observed, public safety secured and substantial justice done.

B. The specific condition justifying the variance shall be neither so general nor recurrent in nature as to make an amendment to the code with respect to the condition reasonably practical or desirable.

(b) The Construction Board of Appeals may attach in writing any condition in connection with the granting of a variance that, in its judgment, is necessary to protect the health, safety and welfare of the people of the Township. The breach of a condition shall automatically invalidate the variance and any permit, license, and certificate granted on the basis of it. In no case shall more than the minimum variance from the code be granted that is necessary to alleviate the exceptional practical difficulty.

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PROCEDURE FOR APPEALS TO THE CONSTRUCTION BOARD OF APPEALS.

(a) Appeals from the rulings of any official charged with the enforcement of this section may be made to the Construction Board of Appeals within such time as shall be prescribed by the Construction Board of Appeals or by this section. The appellant shall file, with the official from whose decision the appeal is taken and with the Construction Board of Appeals, a notice of appeal, specifying the grounds therefore and stating the address of the appellant. The Building Official shall set the matter for hearing and give due notice thereof to all interested parties. The Construction Board of Appeals shall hear such matter and decide the same not later than thirty days after submission of the appeal. Failure by the Construction Board of Appeals to hear an appeal and file a decision within the time limit shall be deemed a denial of the appeal, for the purposes of instituting an appeal to the State Construction Code Commission pursuant to Section 16 of the Act (MCL 125.1516).

(b) Within the limits of its jurisdiction, as prescribed in this section, the Construction Board of Appeals may reverse or affirm, in whole or in part, or may make such order, requirement, decision or determination as, in its opinion, ought to be made in the premises, and to that end shall have all the powers of the official from whom the appeal is taken. The final disposition of such appeal shall be in writing and shall state the grounds therefore and shall be forthwith delivered to the appellant at his last known address.

REQUEST FOR INTERPRETATION, APPROVAL OF MATERIALS, ETC.

Any person, including the Building Official, may file with the Construction Board of Appeals requests for interpretation of the codes, approval of alternate methods or materials, or any other matter provided for under the powers and duties of the Board, in the same manner as provided for appeals.

CONTENTS OF ORDERS.

Any orders issued by the Construction Board of Appeals shall be set out in full, shall be supported by findings of fact, and shall state the grounds of the order in a manner reasonably calculated to apprize the petitioner of the basis thereof.

WHEN DECISION EFFECTIVE.

Decisions of the Construction Board of Appeals become effective immediately after filing of the decision with the Building Official.

DECISIONS.

A record of decisions made by the Construction Board of Appeals, properly indexed, and any other writing prepared, owned, used, in the possession of, or retained by the Construction Board of Appeals in the performance of an official function shall be made available to the public in compliance with the Freedom of Information Act, PA 442 of 1976.

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FURTHER APPEALS.

An interested person, or his or her authorized agent, may appeal a decision of the Construction Board of Appeals to the State Construction Code Commission.. Review by the State Construction Code Commission must be filed within ten business days of the filing of the decision by the Construction Board of Appeals or, in case of an appeal because of failure of a board of appeals to act within the prescribed time, at any time before filing of the decision. An appeal pursuant to the Administrative Procedures Act of 1969, Act No. 306 of the Public Acts of 1969, as amended, from a decision of the Construction Board Commission or a board, following an appeal from a decision of the Construction Board of Appeals or enforcing agency shall be made by a claim of appeal filed with the Court of Appeals. An appeal pursuant to that act from any other decision of the Construction Board Commission or of a board shall be by petition to review filed with the Ingham County Circuit Court.

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Attachment F

MARK T. LEONARD

6749 Cortland Ave * Brighton, MI 48114 * 810/560-5926 * marktleonard@comcast.net

SENIOR EXECUTIVE WITH A PROVEN SALES AND PROGRAM DEVELOPMENT HISTORY

- INNOVATIVE TECHNICAL & BUSINESS LEADER: **State of Michigan top 10 quality builder;** offers a consistent history delivering referral winning customer satisfaction levels for high-end residential construction and outstanding returns on investment for commercial projects by conceiving added-value, quality-driven solutions.
- EXECUTIVE BUSINESS UNIT DIRECTOR: Disciplined in building, leading, and mentoring cohesive, productive sales and production teams; **won industry recognition as a leader in structuring and streamlining operations and selecting durable materials.** Entrepreneurial competencies include opportunity identification, deal structuring and strategic planning skills. Hands-on in both technical and financial administration areas.
- CORE BUSINESS COMPETENCIES: Hiring the best and empowering talent. **Establishes strategic direction for all initiatives and design decisions.** Excels at creating unique architectural designs, fast-tracking municipal approvals, and arriving at creative, unique, and cost-effective solutions for complex design projects. Proponent of green materials and processes.
- CORE TECHNICAL COMPETENCIES: Development and operations management of multiple simultaneous projects from concept to sign off. Functions as senior architect for residential construction for custom houses and multi-unit revenue properties. Devised numerous solutions for commercial real estate involving energy management and tax reduction initiatives. Functions as senior leader for overall structural design, bid analysis, and project plan execution. **Quality assurance expertise consistently ensures highest quality workmanship.**

CAREER HISTORY

MARK T. LEONARD BUILDING COMPANY, Brighton, MI — 1993 - Present

Principal

Leadership Summary: General contractor for commercial projects ranging in value from $100K-$4MM, single residences from $750K-$3MM, and luxury multi-resident projects in ranges of $5-$50MM. Built over 800 customized high-end residences and 15 commercial building projects.

Scope: Function as senior estimator, materials purchaser, project planning engineer, and negotiator. Direct teams of up to 200 consisting of managers, supervisors, and construction trade professionals. Subject matter expert for labor and contract negotiations, scheduling, accounting, material acquisitions, and comprehensive job supervision.

Selected Project Highlights

Residential Complexes

- Hawthorne Condominiums and Apartments, Grosse Ile, MI; 300+ units -- attached / detached / multi story; 200-4000 sq. ft.; approx. $50,000,000.
- Fairlane Woods Condominiums, Dearborn, MI; 80 units -- attached / multi story; 1600-3600 sq. ft.; approx. $20,000,000.
- The Oaks at Beach Lake, Brighton Township, MI; 85 units - single family; 3000-6000 sq. ft.; approx. $40,000,000.

Genoa Charter Township

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Individual Residential Projects

- The Busch Residence; 13,000 sq. ft., $2,500,000.
- The Leonard Residence; 9,100 sq. ft., $2,000,000.
- The McNeal Residence; 8,000 sq. ft., $1,500,000.
- The Speer Residence; 6,000 sq. ft., $1,300,000.
- The Ziolkowski Residence; 8,300 sq. ft., $1,000,000.
- The Cook Residence; 6,200 sq. ft., $1,400,000.
- The Sclabassi Residence; 6,000 sq. ft., $1,500,000.
- The Zaccagni Residence; 8,300 sq. ft., $1,150,000.
- The Gardner Residence; 6,300 sq. ft., $1,200,000.

Commercial Projects

- Savannah Retail Complex; 28,000 sq. ft., $4,500,000.
- Shoppes at Highland Ridge; 15,000 sq. ft., $2,000,000.
- The Learning Tree Day Care; 12,000 sq. ft., $2,000,000.

RAY BAIRD BUILDING COMPANY, Gibraltar, MI — 1988 - 1993
Project Manager

PROFESSIONAL DEVELOPMENT

Education: B.S. , Construction Engineering - Magna Cum Laude.

Additional Training: Architecture, construction engineering and engineering courses at Eastern Michigan University, Lawrence Institute of Technology, and Michigan State University.

Technologies: MS Office Suite (Word, Excel, PowerPoint) power user.

Accreditation: Licensed State of Michigan Builder and Licensed State of South Carolina General Contractor.

Recognition: Featured as "Builder of the Month" in *Builder/Architect Magazine.*

Professional Memberships: Home Builders Association and Construction Association of Michigan.

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CIVIL ENGINEERS LAND SURVEYORS
2183 PLESS DRIVE, BRIGHTON, MICHIGAN 48114-9463
(810) 227-9533 FAX (810) 227-9460
EMAIL: desine@desineinc.com

RESUME

JAMES M. BARNWELL, P.E.

EDUCATION: B. S. Civil Engineering - 1975, Michigan State University

WORK EXPERIENCE:

Current - 1989	**Desine Inc., Brighton, Michigan**
1989 - 1987	**Progressive Architect, Engineers & Planners, Brighton, Michigan**
1986 - 1983	**City of Alpena, Alpena, Michigan**
1983 - 1982	**Meridian Township, Okemos, Michigan**
1982 - 1980	**Wade - Trim Engineering / Granger Engineering, Gaylord, Michigan**
1980 - 1976	**Progressive Architect, Engineers & Planners Grand Rapids, Michigan**

Mr. Barnwell has 33 years experience with consulting Engineering Firms serving private, governmental and municipal clients. Increasing responsibilities have increased in all aspects of the design and project management of Civil Engineering projects. Assignments have included:

Design Engineer for Site Development of commercial, residential, institutional and recreational projects. These projects include the design of street and utility improvements for municipalities and site improvements for subdivisions, apartment complexes and recreational facilities.

Project Administration and Field Observations of site developments sanitary and storm sewers, water distribution systems and street improvement programs. Responsibilities have included preparation of plans and specifications, estimates, reports, and analysis of Civil Engineering projects.

Within the **Public Sector**, Mr. Barnwell has served as an Engineer on municipal staffs and as Director of Public Works. Work assignments have included the planning and engineering involved in infrastructure improvements, land fill closure plans, water and sewer plant operations, park improvements and planning reviews. As Director of Public Works, responsibilities included overseeing the municipal services maintaining sanitary sewers, watermain, streets, parks, cemetery, waste disposal and harbor.

MEMBERSHIP:
Engineering Society of Detroit

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REGISTRATION:
State of Michigan - Licensed Professional Engineer - 1982.
State of Wisconsin – Licensed Professional Engineer – 2006.
State of North Carolina – Licensed Professional Engineer – 2008 (inactive)

JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENERGY, LABOR & ECONOMIC GROWTH

A0981286

BOARD OF PROFESSIONAL ENGINEERS
PROFESSIONAL ENGINEER
LICENSE

JAMES M BARNWELL
127 S TOMPKINS ST
HOWELL MI 48843

PERMANENT I.D. NO.	EXPIRATION DATE	AUDIT NO.
6201028027	10/31/2011	2264683

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POCKET CARD

North Carolina Board of Examiners for Engineers and Surveyors

This is to certify that
James M. Barnwell
is duly licensed in the profession of
Engineering
until December 31, 2011 when this certificate expires.
Registration Number: 034792 Status: INACTIVE

Teresa H. Ratcliff, Chair *David L. Pond, Secretary*

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OFFICE OF ADMINISTRATIVE SERVICES

State of Wisconsin

Department of Regulation and Licensing

PROFESSIONAL ENGINEER

JAMES M BARNWELL

HOWELL, MI 48843

The person whose name appears on this document has complied with the provisions of the Wisconsin Statutes and holds the credential specified.

Credential No. 38529-6 Expiration Date: 07-31-2012

To verify the current status of this credential, use "Lookup a License" at www.drl.wi.gov

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State of Wisconsin
Department of Regulation and Licensing
Committed to Equal Opportunity in Employment and Licens

PROFESSIONAL ENGINEER

No. 38529-6 Expires: 07/31/2012

JAMES M BARNWELL
127 S TOMPKINS
HOWELL MI 48843

The person whose name appears on this document has complied with the provisions of the Wisconsin Statutes and holds the credential specified on the front of this card. To verify the current status of this credential, use "Lookup a License" at www.drl.wi.gov.

Ch 440.11, Wis Statutes, requires you to notify the Department of a name or address change within 30 days. Please submit corrected information via the web at www.drl.wi.gov or by mail to DRL at PO Box 8935, Madison WI 53708-8935.

Attachment F

Brian Donovan
BD Donovan Builders, Inc.
7144 Campbell Mills Court
Brighton, MI 48116
810-231-2355

Brian Donovan has been a residential and commercial builder for over 20 years. He has spent his entire life in the construction industry including years as a masonry contractor. He has previously served on the Hamburg Township Planning Commission. He currently owns BD Donovan Builder, Inc. It is a private company that was established in 1990 and incorporated in Michigan. Current estimates show this company has an annual revenue of $1 to 2.5 million and employs a staff of approximately 1 to 4.

Michigan Builders License # 2102113513

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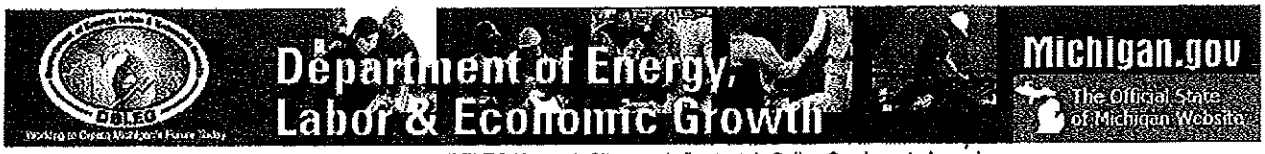

VERIFY A LICENSE/REGISTRATION

Licensee Information

Name:	DONOVAN BUILDERS INC, B D
QO/Owner:	DONOVAN, BRIAN
Address:	Brighton, MI 48116-9156
County:	Livingston

License Information

License Type:	Builder - Company
License Number:	2102113513
Specialties:	
Status:	Active
Limitations:	
Issue Date:	06/27/1993
Expiration Date:	05/31/2011

Status History

Employed/Managed By

Employer/Manager:	DONOVAN, BRIAN
License Number:	2101044318
Address:	Brighton, MI 48116
County:	Livingston

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PIET W. LINDHOUT, ARCHITECT, CEO
Lindhout Associates architects aia pc
10465 Citation Drive ♦ Brighton, MI 48116 ♦ (810)227-5668

EDUCATION

Bachelor of Science
University of Michigan 1981

Master of Architecture
University of Michigan 1983

EXPERIENCE

A licensed architect since 1986, first associated with the firm of Lindhout Associates in 1977, and a major participant in all phases of architectural practice. I have a master's degree in Energy-Conscious Design and enjoy bringing to each project an awareness of today's sophisticated technologies in design and construction, enhancing the firm's expertise in current applications and LEED Certification.

IN THE PROFESSION

Certified by the National Council of Architectural Registration Boards and licensed in Michigan, Colorado, and Indiana.

Chosen as a Crain's Business Detroit "Top 40 Under 40" Business Person of Metro Detroit in 1992.

IN THE COMMUNITY

A Livingston County resident since 1987. I am a mentor in the Brighton Area Schools Mentor Program, consultant to the Brighton Downtown Development Authority, past President of the Brighton Area Chamber of Commerce, the Brighton Rotary Club and Brighton Rotary Foundation and past Director of the Livingston County Hockey Association. I serve on the Livingston County United Way, the Brighton Center for the Performing Arts, and the Workskills Boards of Directors. I was a Trustee of the Kappa Sigma Fraternity and a past instructor at Schoolcraft Community College. Formerly, I was a volunteer for Big Brothers/Big Sisters of Colorado Springs, as well as an associate certified member of the Rocky Mountain Division of the Professional Ski Instructors of America.

LOCAL DESIGN ACHIEVEMENTS

- Genoa Township Fire Sub Stations – Genoa Township
- Brighton Old Town Hall Restoration – Brighton
- Genoa Medical Center - Genoa Township
- Citizens Insurance Company – Highlander Way Complex – Howell
- Brighton Township Fire Hall & Township Hall Addition – Brighton
- Genoa Woods Conference Center - Genoa Township
- Oceola Township Hall & Fire Station - Howell

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JENNIFER M. GRANHOLM
GOVERNOR

STATE OF MICHIGAN

A1155985

DEPARTMENT OF ENERGY, LABOR & ECONOMIC GROWTH

BOARD OF ARCHITECTS
ARCHITECT LICENSE

PIET W LINDHOUT
10465 CITATION DRIVE
BRIGHTON MI 48116

PAYMENT ID. NO	EXPIRATION DATE	AUDIT NO.
1301033442	10/31/2012	2377734

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Attachment F

Scott Markwardt
10162 Newfound Gap
Brighton, MI 48114
(810)588-9737

Objective:
I am a highly motivated individual and enjoy interacting with people. I am very flexible and feel my past work and education experiences would benefit your company.

Work History:
My past work experience includes:

Hartland Electric
12-10/present
I am responsible for service work at commercial work sites. I cover every aspect of the electrical field, to include solar panels.

Tradesman International
1-10/2-11
I was contracted out for commercial electrical work.

Wanko Electric
10-07/12-09
My duties include service technician call 24 hours a day for trouble shooting problems that may arise in the field. I was responsible for replacing ballast, starters, capacitors, and contactors. I worked on control panel wiring and interrupted blue print layouts.

Landry Electric
11-02/10-07
My duties included working on commercial, industrial, and residential jobs. I read blue prints to make sure jobs were up to the necessary specs and up to code. I also was responsible for wiring pools and hot tubs, and control panel wiring and layouts.

Greater Electric
10-00/11-02
My duties included running a residential crew of seven to make sure all jobs were done on time and completed with quality.

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Action Electric
06-1996/10-00
My duties included assisting my foreman who taught me the appropriate codes for the electrical field as well as, the ins and outs of the profession.

Education:
Hartland High School Graduate.
WWC Business Studies.
Electrical Classes Provided by: Chuck Cossins

Certification:
Journeyman's license #6333013
30 hour continuing education credits.

6 year experience in control panel wiring

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BUREAU OF CONSTRUCTION CODES

JOURNEYMAN ELECTRICIAN LICENSE

ISSUED BY THE ELECTRICAL ADMINISTRATIVE BOARD

MARK WARDT, SCOTT M
1967 MAXFIELD BLVD
HARTLAND MI 48114

LICENSE NO. — EXPIRATION DATE
6330113 — 12/31/2011

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