



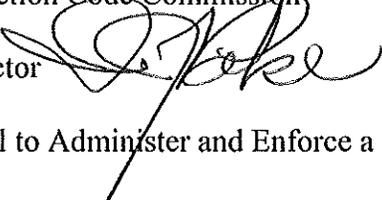
RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF LICENSING AND REGULATORY AFFAIRS
BUREAU OF CONSTRUCTION CODES
IRVIN J. POKE
DIRECTOR

STEVEN H. HILFINGER
DIRECTOR

DOCUMENT #11-39

September 26, 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-11-11** **Genoa Township/Livingston County**
Michigan Building Code
Ordinance No. 110221-A
Inspector/Plan Reviewer: Dennis S. Smith (Registration No. 001951)
Currently county enforced
2. **E-11-13** **Genoa Township/Livingston County**
Michigan Electrical Code
Ordinance No. 110221-A
Inspector/ Plan Reviewer: Anton M. Tomasin (Registration No. 005345)
Currently county enforced
3. **M-11-09** **Genoa Township/Livingston County**
Michigan Mechanical Code
Ordinance No. 110221-A
Inspector/Plan Reviewer: Merle E. West (Registration No. 004108)
Currently county enforced

Providing for Michigan's Safety in the Built Environment

4. P-11-12 Genoa Township/Livingston County
 Michigan Plumbing Code
 Ordinance No. 110-221-A
 Inspector/ Plan Reviewer: Merle E. West (Registration No. 004108)
 Currently county enforced

FINDINGS

The September 12, 2011, Application to Administer and Enforce the State Construction Code and the related public acts submitted by Genoa Charter Township has been reviewed. The standard for review is Section 8b(6) of 1972 PA 230, MCL 125.1508b(6) and the Part 2 Rules for Permits, Inspections and Fees R408.30201 and R408.30221.

- 1.) Referring to September 12, 2011 letter to the Construction Code Commission the permit applications and forms are based on the BS&A0 software. However, the Township does not have the building inspection module, and therefore are not ready to operate effectively.
- 2.) Referring to the September 12, 2011 letter to the Construction Code Commission the Township does not have the codes and standards reference in chapter 35 of the Michigan Building Code, chapter 15 or the Michigan Mechanical Code and chapter 13 of the Michigan Plumbing Code.
- 3.) Referring to the Genoa Township Building Department Budget compensation and overhead is not included in the budget for electrical, mechanical and plumbing plan review and inspections.
- 4.) Referring to the Genoa Township Fee Schedule the cost of the construction is used to determine the building permit fee for renovations. The cost of construction does not provide a proper gauge for the effort to provide inspection services, e.g. carpeting at a cost of \$7.00 per square yard v. \$28.00 per square yard.
- 5.) Referring to Genoa Township Fee Schedule examples of the permit fee are provided. The fees were compared to those that would be charged by the Bureau of Construction Codes and the findings are:

<u>Building Type</u>	<u>Genoa Fee</u>	<u>BCC Fee</u>	<u>Difference</u>
2 Story 16,000 sq ft Use B Construction Type IIB	\$6,509	\$4,942	32%
2000 sq ft dwelling Use B Construction Type VB	\$1,153	\$591.00	95%
10,000 sq ft remodel Use A-3 Construction Type IIA	\$409	\$275.00	49%

The building permit fees are substantially high.

6.) Referring to the Plumbing Permit Application there is a fee for "Irrigation". Irrigation is not subject to regulation under the Michigan construction code.

7.) Referring to the Construction Board of Appeals code interpretations are the purview of the Bureau of Construction Codes and the Construction Code Commission for assurance of consistency. Requests for code interpretations shall be submitted to the Bureau of Construction Codes for referral to the Construction Code Commission as appropriate.

8.) The employment agreements for the electrical and mechanical/plumbing inspector and plan reviewers are not provided.

9.) Referring to the Mechanical Permit Application and Mechanical Permit, the fees from a premanufactured unit are not clear.

10.) Referring to the Plumbing Permit Application and Plumbing Permit, the fees for a premanufactured unit are not clear.

RECOMMENDATION: Due to concerns listed above 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/hc



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DEPARTMENT OF
LABOR & ECONOMIC GROWTH

September 12, 2011

SEP 12 2011

Jm
**BUREAU OF CONSTRUCTION CODES
ADMINISTRATION DIVISION**

2911 Dorr Road
Brighton, MI 48116
810.227.5225
810.227.3420 fax
genoa.org

Bureau of Construction Codes
Construction Code Commission
2501 Woodlake Circle
Okemos MI 48864

RE: Genoa Charter Township
Application to Enforce the Stille-DeRossett-Hale
Single State Construction Code

Honorable Commissioners,

Please find attached Genoa Charter Township's application to enforce the Single State Construction Code. To address the Commission's concerns about the delegation of police powers to a private entity we have terminated our agreement with SafeBuilt. A copy of the termination letter is enclosed. Also enclosed is a copy of the Township Board minutes of 9/6/11 where the action to terminate took place. We are now proposing an hourly part-time Township Employee as Building Official working 32 hours per week. Dennis Smith is licensed as a Building Official, Plan Reviewer and Building Inspector (1951). Upon your approval the enclosed employment agreement will be executed between Mr. Smith and Genoa Charter Township. Please note that the agreement specifies that compensation will be based on hours worked and not a percentage of permit fees. This addresses the concern that the Building Official may have a pecuniary interest related to the determination of fees. The enclosed Building Department budget identifies an expenditure of \$65,859. The enclosed fee schedule will yield a similar amount based on 2010 permit activity.

Based on 2010 activity we have estimated that 144 electrical permits, 60 mechanical permits and 45 plumbing permits should have been issued. Inspectors will be compensated at a rate of \$50 per hour acknowledging that they will be driving their own vehicles and incurring related expenses. \$15 per hour for electrical, mechanical and plumbing inspections (\$3,735 per year, \$71.82 per week) is intended to cover related administrative costs including inspection scheduling, phone and counter assistance, data entry and reporting. This yields a total expense of \$65 per hour or \$6.50 per 10 minute block of time. The enclosed fee schedule was designed to cover these costs.

Two other issues that I would also note in this letter is the fact that Genoa Township currently utilizes the BS&A Software. It is our intent to purchase the building inspection module. You will note that the examples of the applications and permits are not only based on the Bureau of Construction Code's forms, but also on the use of the BS&A Software, a commonly used municipal permitting software package. Additionally, the comments regarding the availability of reference documents for plan reviews have also been addressed. Orders from ICC and others have been placed for the purchase of the various code reference documents.

Other findings described in the August 1, 2011 Decision of the Michigan Construction Code Commission which lead to disapproval are addressed within the submitted application. It is our hope and belief that the scrutiny with which our previous applications have been received were

SUPERVISOR

Gary T. McCririe

CLERK

Paulette A. Skolarus

TREASURER

Robin L. Hunt

TRUSTEES

H. James Mortensen

Jean W. Ledford

Todd W. Smith

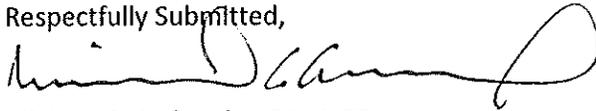
Steven Wildman

MANAGER

Michael C. Archinal

related to our proposed partial use of a private company to provide building department services and not Genoa Charter Township. We are confident that our application will satisfy the Construction Code Commission of our qualification by experience and training to administer and enforce the Single State Construction Code Act and the Code and all related acts and rules as required by MCL 125.1508b(6). I look forward to addressing any questions you may have related to the materials contained herein.

Respectfully Submitted,



Michael C. Archinal, MPA; AICP
Township Manager

Cc: Township Board
Dennis S. Smith, CBO/CFI
Frank Mancuso Esq., Township Attorney
Kelly VanMarter, AICP, Planning Director
Tessa Humphriss, P.E., Engineer
Dr. Gregory Tatara, Utility Director

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BUREAU OF CONSTRUCTION CODES
OFFICE OF ADMINISTRATIVE SERVICES

September 7, 2011

Sent via First Class Mail and
e-mail to: mike.mccurdie@safebuilt.com

Mike McCurdie, President
SAFEbuilt, Michigan, Inc.
3755 Precision Drive, Suite 140
Loveland, CO 80538

Re: NOTICE OF TERMINATION
Genoa Charter Township/Safe Built Michigan Agreement

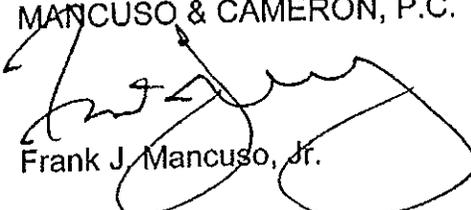
Dear Mr. McCurdie:

In accordance with the terms of Section 7.2 of the Agreement By and Between Genoa Charter Township and Safe Built Michigan, Inc. (the "Agreement"), Genoa Charter Township is hereby providing its Notice of Termination of the Agreement.

If you should have any questions, please advise.

Sincerely,

MANCUSO & CAMERON, P.C.



Frank J. Mancuso, Jr.

FJM/kdl

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Copy: Gary McCririe
Mike Archinal
Greg Need, Esq. (via First Class Mail and e-mail: gneed@anafirm.com)

GENOA CHARTER TOWNSHIP BOARD
Public Hearing and Regular Meeting
September 6, 2011 (Tuesday)

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 eight persons in the audience.

A call to the public was made with no response.

Approval of Consent Agenda:

Moved by Ledford, supported by Smith, to approve items 1 thru 4 under the consent agenda, moving item 5 to the regular agenda for discussion. The motion carried unanimously.

1. Payment of Bills

2. Request for approval of minutes: 08/15/2011

3. Request for approval of a design engineering services contract with R.S. Engineering for the installation of a non/motorized pathway on the west side of Nixon Road between Beck and Crooked Lake for an amount not to exceed \$35,000.00.

4. Request for approval to transfer \$10,000 from the General Fund to establish a fund titled Genoa Township SELCRA Reimbursement Fund to allow for payment of SELCRA Registration Vouchers.

Approval of Regular Agenda:

Moved by Wildman, supported by Hunt, to approve for action all items listed under the regular agenda, with the addition of 5-C concerning the payment of bills. The motion carried unanimously.

5. Township Audit by Pfeffer, Hanniford and Palka.

A. Presentation and review of the audit by Ken Palka.

Palka presented the audit to the board with no formal action being taken.

B. Request for approval to receive the 2010/2011 Audit of Township Funds.

Moved by Ledford, supported by Skolarus, to receive the 2010/2011 audit and comments from

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Pfeffer, Haniford and Palka. The township board extended a sincere thank you to auditor Ken Palka for his work with the township.

C. Request for approval to authorize the Supervisor, Clerk and Treasurer to pay any and all bills as they become due prior to Township Board Approval as requested by Township Auditors Pfeffer, Hanniford and Palka.

Moved by Skolarus, supported by Ledford, to table the request until the next regular meeting of the board and submit language acceptable to the auditor and board. The motion carried unanimously.

6. Public Hearing on the Pardee Lake Aquatic Weed Control Project.

A call to the Public and Property Owners was made with no response.

7. Request for approval of Resolution No. 5 (Confirming the Special Assessment Roll) for the Pardee Lake Aquatic Weed Control Project.

Moved by Skolarus, supported by Ledford, to approve resolution No. 5 as requested. The motion carried by roll call vote as follows: Ayes: Ledford, Smith, Hunt, Wildman, Mortensen, Skolarus and McCririe. Nays – None. Absent – None.

8. Request for approval to transfer stock in 2011 Resort Class C license for property located at 4141 Bauer Road, Genoa Charter Township, Livingston County by dropping stockholder, Doyle R. Tippett Trust U/A/D August 23, 1982, Judith Lee Kool and Carol Sue Bruhn, Kenneth Vessey, Co-successor Trustees through transfer of 3,469 share of stock to new stockholder, Doyle R. Tippett Trust U/A/D August 23, 1982, Judith Lee Kool, and Carol Sue Bruhn, Co -Successor Trustees, through issuance of 18 additional share of stock to each.

Moved by Wildman, supported by Mortensen, to approve the transfer as requested. The motion carried by roll call vote as follows: Ayes: Ledford, Smith, Hunt, Wildman, Mortensen, Skolarus and McCririe. Nays – None. Absent – None.

9. Request to consider suspension of an athletic field lease between SELCRA and Genoa Township for the remainder of 2011.

Moved by Ledford, supported by Wildman, to approve the suspension of the lease agreement with SELCRA as requested. Further, to allow Howell Parks and Recreation Department use of the soccer field since SELCRA had not designated the Township field for use in their fall schedule. The motion carried unanimously.

10. Consider various actions related to the application to the State Construction Code Commission for the enforcement of the Single State Construction Code.

A. Request to approve a new application with the state.

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Moved by Wildman, supported by Mortensen to direct staff to make application to the State Construction Code Commission for enforcement of the single State Construction Code utilizing the services of Dennis Smith as a part-time Township employee and deleting any and all reference to SAFEbuilt or any other private firm. The motion carried as follows: Ayes – McCririe, Wildman, Smith, Mortensen and Ledford. Nays – Skolarus and Hunt.

B. Request to approve a revised building permit fee schedule.

Moved by Smith, supported by Mortensen, to approve the revised building permit fee schedule as presented. The motion carried as follows: Ayes – McCririe, Smith, Ledford, Mortensen and Wildman. Nays – Skolarus and Hunt.

C. Request to authorize attorney to notify SAFEbuilt.

Moved by Skolarus, supported by Mortensen, to authorize the Township Attorney Mancuso to notify SAFEbuilt of the termination of our agreement. The motion carried unanimously.

D. Request to approve an employment agreement with Dennis Smith.

Moved by Ledford, supported by Smith, to approve in concept the draft employment agreement with Dennis Smith subject to State approval of the establishment of a Township Building Department. Further, that the hours, pay rate and duties of the code official will be reviewed by the Administrative Committee and the township attorney with a final recommendation of the agreement to be presented at the next regular meeting of the board. The motion carried unanimously.

The public hearing and regular meeting of the board was adjourned at 7:25 p.m.



Paulette A. Skolarus
Genoa Charter Township Clerk

(Press/argus 09/09/11)

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OFFICE OF ADMINISTRATIVE SERVICES

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GENOA TOWNSHIP
CODE OFFICIAL EMPLOYMENT AGREEMENT

BUREAU OF CONSTRUCTION CODES
OFFICE OF ADMINISTRATIVE SERVICES

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 October ____, 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 32 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 and will comply with all applicable laws during the term of this Agreement 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 will, during the term of this Agreement, enforce the Michigan Building Code and the Genoa Township Ordinances within Genoa Township on behalf of Employer. 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.

7. Employer agrees to pay Code Official and Code Official agrees to accept as compensation, Forty-Nine thousand, Six Hundred Four and 00/100 Dollars (\$49,604) per year based on twelve months. Payment for the 2011 year shall be pro-rated based on actual months worked. 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 September 6, 2011 and Dennis Smith, the Code Official, has set his hand and seal, on the date indicated.

WITNESSETH:

Amy Ruthig
Amy Ruthig

Kelly Van Marter
Kelly Van Marter

GENOA TOWNSHIP – EMPLOYER

By: [Signature]
Gary T. McCrie
Its Supervisor
Dated: SEPT., 12 2011

By: [Signature]
Paulette A. Skolarus
Its Clerk
Dated: Sept, 12, 2011

CODE OFFICIAL

[Signature]
Dennis Smith
Dated: SEPT., 12 2011

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**ATTACHMENT A
CODE OFFICIAL RESPONSIBILITIES**

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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.

BUREAU OF CONSTRUCTION CODES
OFFICE OF ADMINISTRATIVE SERVICES

GENOA TOWNSHIP BUILDING DEPARTMENT BUDGET FY 2011/2012

ITEM	ANNUAL EXPENDITURE
Building Official Salary \$29.81 @ 27 hours/week	\$41,853
Building Official Deferred Compensation	4,185
Building Official LTD/STD/Employer's FICA/Medicare	3,105
Clerical Support \$16.47 @ 10 hours/week	8,564
Clerical Support Deferred Compensation	856
Clerical Support LTD/STD/Employer's FICA/Medicare	674
50% Use of F150 \$20,000 6 Year Straight Line Depreciation ⁱ	1,666
50% Fuel 14k miles/Year @ 16 mpg @ \$3.80/gallon ⁱⁱ	1,662
50% Oil/Tires/Maint. @ \$400 ⁱⁱⁱ	200
Cellular Phone	300
Act 54 Training	500
Phones \$7,879/45 Employees = \$175 X 1.25 FTE ^{iv}	218
I.T. Support	400
Software \$1,600 5 Year Straight Line Depreciation	320
Computer \$1,100 5 Year Straight Line Depreciation	220
Electric 50% of \$12,000 /23 Employees = \$260 X 1.25 FTE ^v	325
Natural Gas \$3,900/23 Employees = \$169 X 1.25 FTE ^{vi}	211
Office Supplies	100
Conferences and Workshops	500
TOTAL	\$65,859

ⁱ The Township F150 will be utilized 50% of the time by the Code Enforcement Officer

ⁱⁱ The Township F150 will be utilized 50% of the time by the Code Enforcement Officer

ⁱⁱⁱ The Township F150 will be utilized 50% of the time by the Code Enforcement Officer

^{iv} Total phone bill divided by all Township employees all locations

^v Total electric bill excluding park and soccer field lights (50%) divided by total employees at Township Hall

^{vi} Total natural gas bill divided by total employees at Township Hall

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Application to Administer and Enforce
Michigan Department of Licensing and Regulatory Affairs
Bureau of Construction Codes / Office of Administrative Services
P.O. Box 30254, Lansing, MI 48909
517-335-2972
www.michigan.gov/bcc

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BUREAU OF CONSTRUCTION CODES
OFFICE OF ADMINISTRATIVE SERVICES

Authority: 1972 PA 230 Completion: Mandatory Penalty: Governmental subdivisions will not be approved to administer and enforce code(s)	LARA 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 Genoa Charter Township		CONTACT PERSON (Elected Official) Gary McCririe	
ADDRESS (Street Number and Name) 2911 Dorr Road			
CITY Brighton	COUNTY Livingston	STATE MI	ZIP CODE 48116
TELEPHONE NUMBER (Include Area Code) (810) 227-5225	FAX NUMBER (Include Area Code) (810) 227-3420	E-MAIL ADDRESS 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) <i>(Attach additional sheet, if necessary)</i>	Registration Number	Experience and/or Qualifications
Dennis S. Smith	1951	See Attachments
Merle E. West II	4108	See Attachments
Anton M. Tomasin	5345	See Attachments

Name of Plan Reviewer(s) <i>(Attach additional sheet, if necessary)</i>	Registration Number	Experience and/or Qualifications
Dennis S. Smith	1951	See Attachments
Merle E. West II	4108	See Attachments
Anton M. Tomason	5345	See Attachments

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 _____

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

Name Dennis S. Smith Title Building Official Registration No. 1951

(Attorney General Opinion No. 4885, dated August 15, 1975, 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.)

B. Enforcing Agency (continued)

2. This is to certify the following services will be provided by the enforcing agency:

- | | | |
|---|--|--|
| <input checked="" type="checkbox"/> Plan Review | <input checked="" type="checkbox"/> Permit issuance | <input checked="" type="checkbox"/> Timely field inspections |
| <input checked="" type="checkbox"/> Issuance of final approval and certificate of occupancy | <input checked="" type="checkbox"/> Retention of records | <input checked="" type="checkbox"/> 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.

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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

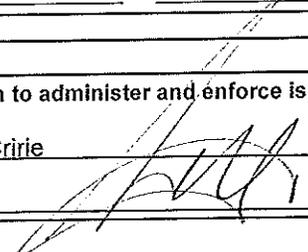
This is to certify a Construction Board of Appeals has been established in accordance with Section 14 of 1972 PA 230. The names and qualifications of the members of the Construction Board of Appeals is listed below. *(Attach additional sheet, if necessary)*

Attach a copy of the Board of Appeals procedures.

Name	Qualifications <small>(Include professional license number and/or registration number)</small>
Mark T. Leonard	2101068792
James M. Barnwell	6201028027
Piet W. Lindhout	10301033441
Scott Markwardt	6333013
Brian Donovan	2102113513

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 9/12/2011

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

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.

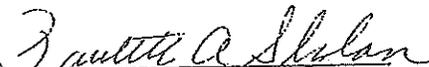
Section 2. ENFORCING AGENCY DESIGNATED. Pursuant to Section 8b(6) of The Stille-DeRossett Hale Single State Construction Code Act, 1972 PA 230, MCL 125.1508b(6), Genoa Charter Township hereby elects to administer and enforce the 1972 PA 230, the Michigan Building Code, the Michigan Electrical Code, the 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.

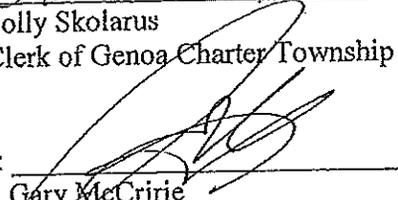
Section 3. REPEALS. All ordinances inconsistent with the provisions of this ordinance are hereby repealed.

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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BUREAU OF CONSTRUCTION CODES
OFFICE OF ADMINISTRATIVE SERVICES

Dennis S. Smith, CBO/CFI.

[REDACTED], MI [REDACTED]

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

BUREAU OF CONSTRUCTION CODES
OFFICE OF ADMINISTRATIVE SERVICES

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

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

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BUREAU OF CONSTRUCTION CODES
OFFICE OF ADMINISTRATIVE SERVICES

Genoa Charter Township

BUREAU OF CONSTRUCTION CODES

REGISTERED CODE OFFICIAL AND INSPECTOR

CATEGORIES
BUILDING OFFICIAL
BUILDING INSPECTOR
PLAN REVIEWER

DENNIS S SMITH

[REDACTED] MI [REDACTED]

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

[REDACTED] MI [REDACTED]

REGISTRATION NO.
001951

EXPIRATION DATE
09/16/12

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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 001951, swear and affirm that I will be conducting building inspections and building plan reviews, for Genoa Charter Township, as required by the State Construction Code Act, P.A. 230 of 1972, as amended.

Dennis S. Smith

05/15/11

Date

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BUREAU OF CONSTRUCTION CODES
OFFICE OF ADMINISTRATIVE SERVICES

Genoa Charter Township

Supervisor
Gary T. McCrie

Clerk
Paulette A. Skolarus

Treasurer
Robin L. Hunt

Manager
Michael C. Archinal

Trustees

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

MERLE E. WESTT II

MI

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
- Genoa Township

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MERLE E. WEST II

MI

EMPLOYMENT EXPERIENCE

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.

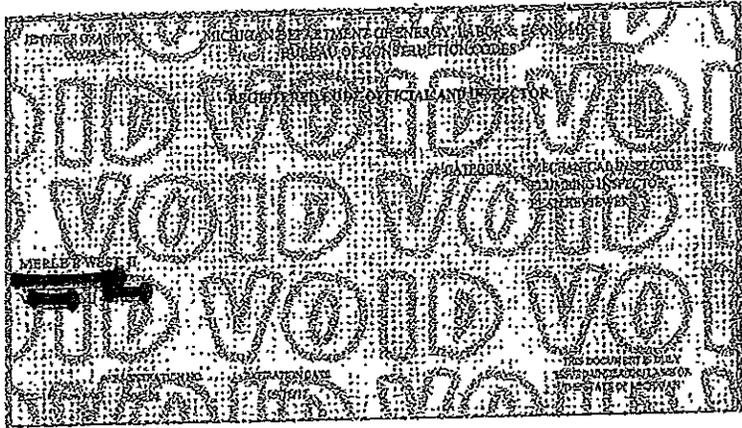
I also provide services for : Clayton, Grand Blanc Twshp., Owosso, Birch Run,
Frankenmuth, Vienna Township, Lake Ageluis, Thetford Township, Otter Lake, and
Springfield Township.

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Genoa Township



Genoa Charter Township

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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

6-1-11

Date

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OFFICE OF ADMINISTRATIVE SERVICES

Genoa Charter Township
Supervisor
Gary T. McCreie

Clerk
Patletta A. Skolarus

Treasurer
Robin L. Hunt

Manager
Michael C. Archinal

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

Anton M. Tomasin

[REDACTED] MI [REDACTED] [REDACTED]
[REDACTED]

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

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Professional Accomplishments

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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.

Genoa Charter Township

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

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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

Genoa Charter Township

R.M. GRANHOLM
GOVERNOR

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

REGISTERED CODE OFFICIAL AND INSPECTOR

CATEGORY ELECTRICAL INSPECTOR
PLAN REVIEWER

N.M. TOMASIN

[REDACTED]
[REDACTED] MI [REDACTED]

REGISTRATION NO.

EXPIRATION DATE

(Rev. 9/09) 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

EMPLOYER: TOMASIN ELECTRIC COMPANY, INC.

MASIN, ANTON MICHAEL

[REDACTED]
[REDACTED] MI [REDACTED]

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LICENSE NO.

EXPIRATION DATE

(709) 6210676

12/31/2011

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Genoa Charter Township

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

Anton M. Tomison

5-17-11

Date

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BUREAU OF CONSTRUCTION CODES
OFFICE OF ADMINISTRATIVE SERVICES

Genoa Charter Township
Supervisor
Gary T. McCrife

Clerk
Paulette A. Skojaris

Treasurer
Robin L. Hunt

Manager
Michael C. Archinal

Trustees

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



Building Permit Application

Genoa Charter Township
2911 Dorr Road
Brighton, MI 48116

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

Applicant to Complete all items in Sections I, II, III, IV and VI

Note: Separate Applications Must be Completed for Plumbing, Mechanical and Electrical Work Permits

I. PROJECT INFORMATION

Project Name

Address

Subdivision	Tax I.D. #	Lot #
-------------	------------	-------

**II. IDENTIFICATION
A. OWNER OF LESSEE**

Name	Address		
City	State	ZIP Code	
Telephone:	Fax:	E-mail:	

B. ARCHITECT OR ENGINEER

Name	Address		
City:	State:	ZIP Code:	
Phone:	Fax:	E-mail:	
License Number	Expiration Date		

B. CONTRACTOR

Name	Address		
City	State	Zip Code	
Phone	Fax	E-mail	
Builders License Number	Expiration Date		

Federal Employer ID Number (or reason for exemption)

Workers Comp Insurance Carrier (or reason for exemption)

UIA Number (or reason for exemption)

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III. TYPE OF IMPROVEMENT AND PLAN REVIEW

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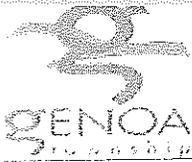
A. TYPE OF IMPROVEMENT

- | | | | | |
|--|--|--|---|---|
| <input type="checkbox"/> 1. New Building | <input type="checkbox"/> 3. Alteration | <input type="checkbox"/> 5. Demolition | <input type="checkbox"/> 7. Foundation Only | <input type="checkbox"/> 9. Relocation |
| <input type="checkbox"/> 2. Addition | <input type="checkbox"/> 4. Repair | <input type="checkbox"/> 6. Mobile Home Set-up | <input type="checkbox"/> 8. Premanufacture | <input type="checkbox"/> 10. Special Inspection |

B. PLAN REVIEW REQUIRED

Plans are not required for alterations and repair work determined by the building official to be of a minor nature

Plans and specifications 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 1980 PA 299 and shall bear that architect's or engineer's seal and signature.



IV. PROPOSED USE OF BUILDING

A. RESIDENTIAL

- 1. One Family, 2. Two or More Family, 3. Hotel, Motel, 4. Attached Garage, 5. Detached Garage, 6. Other

B. NON-RESIDENTIAL

- 7. Amusement, 8. Church, Religion, 9. Industrial, 10. Parking Garage, 11. Service Station, 12. Hospital, Institution, 13. Office, Bank, Professional, 14. Public Utility, 15. Library, Educational, 16. Store, Mercantile, 17. Tanks, Towers, 18. Other

Non-Residential - Describe in detail use of proposed building, Ex. Food Processing Plant, Machine Shop, Laundry Building at Hospital, Secondary School, College, Parking Garage for Department Store, Rental Office Building at Industrial Plant. If Use of Existing Building is Being Changed, Enter Proposed Use.

V. SELECTED CHARACTERISTICS OF BUILDING

A. PRINCIPAL TYPE FRAME

- 1. Masonry, Wall Bearing, 2. Wood Frame, 3. Structural Steel, 4. Reinforced Concrete, 5. Other

B. PRINCIPAL TYPE OF HEATING FUEL

- 6. Gas, 7. Oil, 8. Electricity, 9. Coal, 10. Other

C. TYPE OF SEWAGE DISPOSAL

- 11. Public or Private, 12. Septic System

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D. TYPE OF WATER SUPPLY

- 13. Public or Private Company, 14. Private Well or Cistern

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E. TYPE OF MECHANICAL

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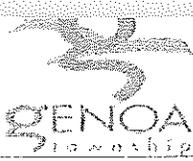
- 15. Will There be Air Conditioning? Yes No, 16. Will There be Fire Suppression? Yes No

F. DIMENSIONS/DATA

Table with 5 columns: Item, Existing, Alterations, New. Rows include Number of Stories, Use Group, Construction Type, No. of Occupants, Floor Area (Basement, 1st & 2nd, 3rd-10th, 11th+), and Total Area.

G. NUMBER OF OFF STREET PARKING

- 22. Enclosed, 23. Outdoors



VI. APPLICANT INFORMATION

APPLICANT IS RESPONSIBLE FOR THE PAYMENT OF ALL FEES AND CHARGES APPLICABLE TO THIS APPLICATION AND MUST PROVIDE THE FOLLOWING INFORMATION:

Name: Address: City: State: Zip Code: Phone:

Federal Employer ID Number (or reason for exemption):

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/HER AGENT, AND WE AGREE TO CONFORM TO ALL APPLICABLE LAWS OF THE STATE OF MICHIGAN. ALL THE INFORMATION 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 125.1523a, prohibits a person from conspiring to circumvent the licensing requirements of this state to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subjected to civil fines.

Signature of Applicant

Building Permit Fee Enclosed: \$

VII. Local Government Agency to complete This Section

ENVIRONMENTAL CONTROL APPROVALS

Table with columns: REQUIRED (Yes/No), APPROVED, DATE, NUMBER, BY. Rows include A-ZONING, B-FIRE, C-SOIL EROSION, D-FLOOD ZONE, E-WATER SUPPLY, F-SEPTIC SYSTEM, G-HEALTH DEPT., H-VARIANCE, I-OTHER.

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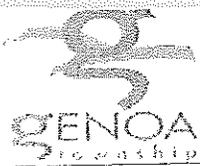
VIII. VALIDATION - FOR DEPARTMENT USE ONLY

USE GROUP APPLICATION FEE SQUARE FEET NUMBER OF INSPECTIONS TYPE OF CONSTRUCTION

APPROVAL SIGNATURE:

TITLE:

DATE:



IX. SITE OR PLOT PLAN - FOR APPLICANT USE

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Expiration of Permit: A permit remains valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work.

**GENOA TOWNSHIP
DEPARTMENT OF BUILDING SAFETY**

2911 Dorr Rd. Brighton MI 48116

Phone#810-227-5225 Fax#810-227-3240

PB 2011-0472

Issued:

Expires:



This permit conveys no right to occupy any STREET, ALLEY, or SIDEWALK, or any part thereof either temporarily or permanently.

Type of Construction: _____ Occupancy Group: _____ Edition of Code: 2009 MBC

LOCATION	OWNER	APPLICANT
123 Smith 11-22-33-555-554 Lot: Plat/Sub:	123 SMITH Brighton MI 48116 Phone: Fax:	123 SMITH Brighton MI 48116 Phone: Fax:

Work Description:

Stipulations:

Permit Item	Work Type	Fee Basis	Item Total
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EXAMPLE

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Fee Total: \$0.00
Amount Paid: \$0.00
Balance Due: \$0.00

Plan Reviewer

Building Inspector

SEP 12 2011

Genoa Township, MI Building Department Fee Schedule

BUREAU OF CONSTRUCTION
OFFICE OF ADMINISTRATIVE SERVICES

Determination of Building Value

For new construction, the total cost of improvement is based on the Building Valuation Data Table (BVD) published by The International Code Council, twice yearly. Plan review fees are based on 30% of the permit fee.

Premanufactured unit fees are based upon 50% of the normal on-site construction permit fee. Building permit fees for renovations and all other construction requiring a permit shall be based on the applicants stated cost of the project.

The BVD table provides the "average" construction costs per square foot, which can be used in determining permit fees for a jurisdiction. Permit fee schedules are addressed in Section 109.2 of the 2009 *International Building Code (IBC)* whereas Section 109.3 addresses building permit valuations. The Square Foot Construction Cost table presents factors that reflect relative value of one construction classification/occupancy group to another so that more expensive construction is assessed greater permit fees than less expensive construction.

ICC has developed this data to aid jurisdictions in determining permit fees. It is important to note that while this BVD table does determine an estimated value of a building (i.e., Gross Area x Square Foot Construction Cost), this data is only intended to assist jurisdictions in determining their permit fees. This data table is not intended to be used as an estimating guide because the data only reflects average costs and is not representative of specific construction.

The BVD is not intended to apply to alterations or repairs to existing buildings. Because the scope of alterations or repairs to an existing building varies so greatly, the Square Foot Construction Costs table does not reflect accurate values for that purpose. However, the Square Foot Construction Costs table can be used to determine the cost of an addition that is basically a stand-alone building which happens to be attached to an existing building. In the case of such additions, the only alterations to the existing building would involve the attachment of the addition to the existing building and the openings between the addition and the existing building.

Permit Fee

The permit fee is determined using the building gross area and the Use group of the building. As outlined above, alterations and repairs will be based on the applicants stated construction cost.

Commercial Building Example	Single Family Residence Example	Alteration Example
Type of Construction: IIB Area: 1st story = 8,000 sq. ft. 2nd story = 8,000 sq. ft. Height: 2 stories Use Group: B	Type VB Construction 2000 sq. ft. single family home Use Group R-3	Type IIA Construction 10,000 sq. ft. remodel Use Group A-3
1. Gross area: Business = 2 stories x 8,000 sq. ft. = 16,000 sq. ft.	1. Gross Area 2000 sq. ft x \$101.90	1. Gross Area 2000 sq. ft.
2. Square Foot Construction Cost: B/IIB = \$145.97/sq. ft.	2. Square Foot Construction Cost R-3/VB = \$101.90/sq. ft.	2. Square Foot Construction Cost Table: Not Applicable
3. Permit Fee: 16,000 sq. ft. x \$145.97/sq. ft. = \$2,335,520.00 Estimated Value \$3,837.00 + \$2.00 for each additional \$1000.00 value = \$3,837.00 + \$2672.00 = \$6,509.00 permit fee + plan review	3. Permit Fee 2000 x \$101.90 = \$203,800.00 Estimated. Value \$737.00 + \$4.00 for each additional \$1000.00 value = \$737.00 + \$416.00 = \$1,153.00 permit fee + plan review	3. Permit Fee Value of construction per contractor = \$37,360.00 \$337.00 + \$6.00 for each additional \$1,000.00 value = \$337.00 + \$72.00 = \$409.00 permit + plan review

Square Foot Construction Costs ^{a, b, c, d}

Group (2009 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	211.15	203.98	198.73	190.05	178.25	173.30	183.31	162.97	156.05
A-1 Assembly, theaters, without stage	193.16	185.99	180.74	172.06	160.31	155.36	165.32	145.04	138.12
A-2 Assembly, nightclubs	163.22	158.56	154.17	148.00	138.96	135.24	142.52	126.06	121.36
A-2 Assembly, restaurants, bars, banquet halls	162.22	157.56	152.17	147.00	136.96	134.24	141.52	124.06	120.36
A-3 Assembly, churches	195.10	187.93	182.68	174.00	162.21	157.26	167.26	146.94	140.02
A-3 Assembly, general, community halls, libraries, museums	163.81	156.64	150.39	142.71	129.91	125.96	135.97	114.63	108.71
A-4 Assembly, arenas	192.16	184.99	178.74	171.06	158.31	154.36	164.32	143.04	137.12
B Business	164.76	158.78	153.49	145.97	132.45	127.63	139.92	116.43	110.93
E Educational	176.97	170.85	165.64	158.05	146.37	138.98	152.61	127.91	123.09
F-1 Factory and industrial, moderate hazard	97.87	93.28	87.66	84.46	75.44	72.26	80.79	62.17	58.48
F-2 Factory and industrial, low hazard	96.87	92.28	87.66	83.46	75.44	71.26	79.79	62.17	57.48
H-1 High Hazard, explosives	91.74	87.15	82.53	78.33	70.49	66.31	74.66	57.22	N.P.
H234 High Hazard	91.74	87.15	82.53	78.33	70.49	66.31	74.66	57.22	52.53
H-5 HPM	164.76	158.78	153.49	145.97	132.45	127.63	139.92	116.43	110.93
I-1 Institutional, supervised environment	164.82	159.04	154.60	147.90	135.84	132.25	144.15	121.88	117.55
I-2 Institutional, hospitals	277.07	271.09	265.80	258.28	243.90	N.P.	252.23	227.88	N.P.
I-2 Institutional, nursing homes	193.00	187.02	181.74	174.22	160.98	N.P.	168.16	144.96	N.P.
I-3 Institutional, restrained	187.72	181.73	176.45	168.93	156.64	150.82	162.87	140.63	133.13
I-4 Institutional, day care facilities	164.82	159.04	154.60	147.90	135.84	132.25	144.15	121.88	117.55
M Mercantile	121.57	116.92	111.53	106.36	96.96	94.25	100.88	84.07	80.36
R-1 Residential, hotels	166.21	160.43	155.99	149.29	137.39	133.80	145.70	123.43	119.10
R-2 Residential, multiple family	139.39	133.61	129.17	122.47	111.23	107.64	119.54	97.27	92.94
R-3 Residential, one- and two-family	131.18	127.60	124.36	121.27	116.43	113.53	117.42	108.79	101.90
R-4 Residential, care/assisted living facilities	164.82	159.04	154.60	147.90	135.84	132.25	144.15	121.88	117.55
S-1 Storage, moderate hazard	90.74	86.15	80.53	77.33	68.49	65.31	73.66	55.22	51.53
S-2 Storage, low hazard	89.74	85.15	80.53	76.33	68.49	64.31	72.66	55.22	50.53
U Utility, miscellaneous	71.03	67.02	62.71	59.30	52.86	49.43	56.33	41.00	39.06

- | |
|--|
| <p>a. For private garages use Utility, miscellaneous Use Group
 b. Unfinished basements (all use groups) \$15.00 a sq. ft.
 c. For shell only buildings deduct 20 percent
 d. N.P. = not permitted</p> |
|--|

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Genoa Township, MI

Building Department Fee Schedule

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Building Permit Fee Schedule:

Building Permit and Plan Review Fees

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Building permit and plan review fees shall be based on the following fee schedule, as applied by the valuation.
Premanufactured unit fees are based upon 50% of a normal on-site construction permit fee.

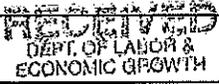
TOTAL VALUATION	FEE
\$1.00 to \$1000.00	\$65.00 (Except One-Stop Permits)
\$1000.00 to \$2,000.00	\$130.00
\$2,001.00 to \$25,000.00	\$130.00 for the first \$2,000.00 plus \$9.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$337.00 for the first \$25,000.00 plus \$6.00 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$487.00 for the first \$50,000.00 plus \$5.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$737.00 for the first \$100,000.00 plus \$4.00 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$2,337.00 for the first \$500,000.00 plus \$3.00 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$ 3,837.00 for the first \$1,000,000.00 plus \$2.00 for each additional \$1,000.00, or fraction thereof
Other Inspections and Fees:	
1. Inspections outside of normal business hours	\$65.00 per hour (minimum charge – two hours)
2. Re-inspection fees	\$30.00 per inspection
3. Inspections for which no fee is specifically indicated	\$65.00 per hour (minimum charge – one hour)
4. Additional plan review required by changes, additions or revisions to plans	\$65.00 per hour (minimum charge – one-half hour)
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. Demolition Permits	\$65.00 + .05 per sq. ft.
6. Residential Decks	\$105.00
Building Plan Review Fees:	
Required plan review and administration fee equal 30% of the Building Permit Fee.	

Building Permit Application
 Michigan Department of Licensing and Regulatory Affairs
 Bureau of Construction Codes / Building Division
 P.O. Box 30255, Lansing, MI 48909
 517-241-9317
 www.michigan.gov/bcc

B 2010 B

Authority:	1972 PA 230
Completion:	Mandatory to obtain permit
Penalty:	Permit cannot be issued

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. Project Information			
PROJECT NAME		ADDRESS	
NAME OF CITY, VILLAGE OR TOWNSHIP IN WHICH JOB IS LOCATED		COUNTY	ZIP CODE
<input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Township OF: BETWEEN _____ AND _____			
II. Identification			
A. Owner or Lessee			
NAME		ADDRESS	
CITY	STATE	ZIP CODE	TELEPHONE NUMBER (Include Area Code)
B. Architect or Engineer			
NAME		ADDRESS	
CITY	STATE	ZIP CODE	TELEPHONE NUMBER (Include Area Code)
LICENSE NUMBER		EXPIRATION DATE	
C. Contractor			
NAME		ADDRESS	
CITY	STATE	ZIP CODE	TELEPHONE NUMBER (Include Area Code)
BUILDERS LICENSE NUMBER		EXPIRATION DATE	
FEDERAL EMPLOYER ID NUMBER (or reason for exemption)		 DEPT. OF LABOR & ECONOMIC GROWTH	
WORKERS COMP INSURANCE CARRIER (or reason for exemption)			
UIA NUMBER (or reason for exemption)		SEP 12 2011 BUREAU OF CONSTRUCTION CODES OFFICE OF ADMINISTRATIVE SERVICES	
III. Type of Improvement and Plan Review			
A. Type of Improvement			
<input type="checkbox"/> 1. NEW BUILDING	<input type="checkbox"/> 3. ALTERATION	<input type="checkbox"/> 5. DEMOLITION	<input type="checkbox"/> 7. FOUNDATION ONLY
<input type="checkbox"/> 2. ADDITION	<input type="checkbox"/> 4. REPAIR	<input type="checkbox"/> 6. MOBILE HOME SET-UP	<input type="checkbox"/> 8. PREMANUFACTURE
<input type="checkbox"/> 9. RELOCATION <input type="checkbox"/> 10. SPECIAL INSPECTION			
B. Plan Review Required			
Plans must be submitted with an Application for Plan Examination and the appropriate fee before a permit can be issued, except as listed below. Plans are not required for alterations and repair work determined by the building official to be of a minor nature. Plans and specifications 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 1980 PA 299 and shall bear that architect's or engineer's seal and signature.			
BCC Plan Review Project No. _____		School Site Plan Review No. _____	

IV. Proposed Use of Building

A. Residential

1. ONE FAMILY
2. TWO OR MORE FAMILY
NO. OF UNITS _____
3. HOTEL, MOTEL
NO. OF UNITS _____
4. ATTACHED GARAGE
5. DETACHED GARAGE
6. OTHER _____

B. Non-Residential

7. AMUSEMENT
8. CHURCH, RELIGION
9. INDUSTRIAL
10. PARKING GARAGE
11. SERVICE STATION
12. HOSPITAL, INSTITUTIONAL
13. OFFICE, BANK, PROFESSIONAL
14. PUBLIC UTILITY
15. SCHOOL, LIBRARY, EDUCATIONAL
16. STORE, MERCANTILE
17. TANKS, TOWERS
18. OTHER _____

NON-RESIDENTIAL - DESCRIBE IN DETAIL PROPOSED USE OF BUILDING, E.G., FOOD PROCESSING PLANT, MACHINE SHOP, LAUNDRY BUILDING AT HOSPITAL, ELEMENTARY SCHOOL, SECONDARY SCHOOL, COLLEGE, PAROCHIAL SCHOOL, PARKING GARAGE FOR DEPARTMENT STORE, RENTAL OFFICE BUILDING, OFFICE BUILDING AT INDUSTRIAL PLANT. IF USE OF EXISTING BUILDING IS BEING CHANGED, ENTER PROPOSED USE.

V. Selected Characteristics of Building

A. Principal Type of Frame

1. MASONRY, WALL BEARING
2. WOOD FRAME
3. STRUCTURAL STEEL
4. REINFORCED CONCRETE
5. OTHER _____

B. Principal Type of Heating Fuel

6. GAS
7. OIL
8. ELECTRICITY
9. COAL
10. OTHER _____

C. Type of Sewage Disposal

11. PUBLIC OR PRIVATE COMPANY
12. SEPTIC SYSTEM

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D. Type of Water Supply

13. PUBLIC OR PRIVATE COMPANY
14. PRIVATE WELL OR CISTERN

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E. Type of Mechanical

15. WILL THERE BE AIR CONDITIONING? YES NO
16. WILL THERE BE FIRE SUPPRESSION? YES NO

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F. Dimensions / Data

17. NUMBER OF STORIES	21. FLOOR AREA:	EXISTING	ALTERATIONS	NEW
_____	BASEMENT	_____	_____	_____
18. USE GROUP _____	1ST & 2ND FLOOR	_____	_____	_____
19. CONSTRUCTION TYPE _____	3RD - 10TH FLOOR	_____	_____	_____
20. NO. OF OCCUPANTS _____	11TH - ABOVE	_____	_____	_____
	TOTAL AREA	_____	_____	_____

G. Number of Off Street Parking Spaces

22. ENCLOSED _____
23. OUTDOORS _____

VI. Applicant Information

APPLICANT IS RESPONSIBLE FOR THE PAYMENT OF ALL FEES AND CHARGES APPLICABLE TO THIS APPLICATION AND MUST PROVIDE THE FOLLOWING INFORMATION.

NAME		ADDRESS	
CITY	STATE	ZIP CODE	TELEPHONE NUMBER (Include Area Code)

FEDERAL EMPLOYER ID NUMBER (or reason for exemption)

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/HER AUTHORIZED AGENT, AND WE 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 125.1523a, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subjected to civil fines.

Signature of Applicant

BUILDING PERMIT FEE ENCLOSED
 (The first \$75.00 of an application is non-refundable) \$ _____ (Includes \$50.00 Certificate of Occupancy Fee) OR STATE ACCOUNT NUMBER _____

VII. Local Governmental Agency to Complete This Section

ENVIRONMENTAL CONTROL APPROVALS

	REQUIRED?	APPROVED	DATE	NUMBER	BY
A - Zoning	<input type="checkbox"/> Yes <input type="checkbox"/> No				
B - Fire District	<input type="checkbox"/> Yes <input type="checkbox"/> No				
C - Pollution Control	<input type="checkbox"/> Yes <input type="checkbox"/> No				
D - Noise Control	<input type="checkbox"/> Yes <input type="checkbox"/> No				
E - Soil Erosion	<input type="checkbox"/> Yes <input type="checkbox"/> No				
F - Flood Zone	<input type="checkbox"/> Yes <input type="checkbox"/> No				
G - Water Supply	<input type="checkbox"/> Yes <input type="checkbox"/> No				
H - Septic System	<input type="checkbox"/> Yes <input type="checkbox"/> No				
I - Varlance Granted	<input type="checkbox"/> Yes <input type="checkbox"/> No				
J - Other	<input type="checkbox"/> Yes <input type="checkbox"/> No				

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VIII. Validation - For Department Use Only

USE GROUP _____ APPLICATION FEE (non-refundable) _____

TYPE OF CONSTRUCTION _____ NUMBER OF INSPECTIONS _____

SQUARE FEET _____

APPROVAL SIGNATURE _____

TITLE _____ DATE _____

Electrical Permit Application

Genoa Charter Township
2911 Dorr Road
Brighton, MI 48116

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

STATE OF MICHIGAN
DEPT. OF LABOR &
ECONOMIC GROWTH

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I. JOB LOCATION

Name of Owner/Agent	Has a Building Permit Been Obtained For This Project? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Required
Street Address and Job Location (Street Number & Name)	

II. CONTRACTOR/HOMEOWNER INFORMATION

Indicate Who The Applicant is <input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner	Name:	State License Number	Expiration Date
Address (Street Number & Name)		State Registration Number	Local Licensing Jurisdiction
City	State	Zip Code	Local License # Expiration Date
Telephone Number (include Area Code)		Federal Employer ID Number (or reason for exemption)	
Workers Compensation Insurance Carrier (or reason for exemption)		UIA Number (or reason for exemption)	

III. TYPE OF JOB

<input type="checkbox"/> Single Family	<input type="checkbox"/> New	<input type="checkbox"/> Service Only Premanufactured Home Setup (State Approved)	<input type="checkbox"/> State Owned
<input type="checkbox"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> Special Inspection Manufactured Home Setup (HUD Mobile Home)	<input type="checkbox"/> School

IV. PLAN REVIEW REQUIRED

Plans must be submitted with your application and the required fee paid before a permit can be issued, except as listed below.

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

If work being performed is described above, check box below "Plans Not Required"

What is the rating of the service or feeder in ampere? _____
What is the building size in square footage? _____

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 1980 PA 299 and shall bear that architect's or engineer's seal and signature.

Genoa Twp. Plan Review Approved _____ Plans Not Required: _____

V. APPLICANT SIGNATURE

Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523a, prohibits a person from conspiring to circumvent the licensing requirements of this state to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subjected to civil fines.

SIGNATURE OF CONTRACTOR OR HOMEOWNER (Homeowner signature indicates compliance with Section VI. Homeowner Affidavit)

DATE

VI. HOMEOWNER AFFIDAVIT

I hereby certify the electrical work described on this permit application shall be installed by myself in my own home in which I am living or about to occupy. All work shall be installed in accordance with the Michigan Electrical Code and shall not be enclosed, covered up, or put in operation until it has been inspected and approved by the Genoa Township Electrical Inspector. I will cooperate with the Genoa Township Electrical Inspector and assume the responsibility to arrange for necessary inspections.

VII. FEE CLARIFICATION

Item #17, Mobile Home Unit Site:

When installing a site service in a park, the permit application must include the application fee, service, plus the number of park sites. When installing a HUD mobile home in a park, a permit must include the application fee and a feeder. This shall be done by a licensed electrical contractor.

When setting a HUD mobile home or a premanufactured home on private property, a permit must include the application fee, service and feeder, and a final inspection.

VIII. FEE CHART - ENTER THE NUMBER OF ITEMS BEING INSTALLED, MULTIPLY BY THE UNIT PRICE FOR TOTAL FEE

	FEE	#ITEMS	TOTAL		FEE	# ITEMS	TOTAL
1. Application Fee	\$30.00	1	\$30.00	K.V.A. & H.P.			
Service				19. Units up to 20	\$6.00		
2. Through 200 Amp	\$10.00			20. Units 21 to 50 K.V.A. or H.P.	\$10.00		
3. Over 200 Amp thru 600 Amp	\$15.00			21. Units 51 K.V.A. or H.P. & over	\$12.00		
4. Over 600 Amp thru 800 Amp	\$20.00			Fire Alarm Systems (not S.D.)			
5. Over 800 Amp thru 1200 Amp	\$25.00			22. Up to 10 devices	\$50.00		
6. Over 1200 Amp (GFI Only)	\$50.00			23. 11 to 20 devices	\$100.00		
7. Circuits	\$4.00 each			24. Over 20 devices	\$5.00 each		
8. Lighting Fixtures - Per 25	\$6.00			Data/Telecommunication Outlets**			
9. Dishwasher	\$5.00			25. 1-19 devices	\$5.00 each		
10. Furnace - Unit Heater	\$5.00			26. 20-300 devices	\$100.00		
11. Electrical - Heating units (baseboard)	\$4.00			27. Over 300 devices	\$300.00		
12. Power Outlets (rangers, dryers, etc)	\$7.00			Energy Management Temp. Control	\$45.00		
Signs				28. Energy Retrofit - Temp Control	\$5.00 each		
13. Unit	\$10.00			29. Circuits - Energy Management	\$45.00		
14. Letter	\$15.00			30. Conduit only or grounding only	\$50.00		
15. Neon - each 25 feet	\$20.00			31. Premanufactured hot tub and on-stop pools.***			\$65.00
16. Feeders - Bus Ducts, etc - per 50'	\$6.00			32. Special Inspection (Pertaining to sale of building) (does not include an electrical service inspection)	\$50.00 per hr.		
17. Mobile Home Park Site*	\$6.00			33. Additional Inspection	\$30.00		
18. Recreational Vehicle Park Site	\$4.00			34. Final Inspection	\$30.00	1	\$30.00
				TOTAL FEE (Must include the \$30.00 non-refundable application and final inspection fees)			

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* See VII. Fee Clarification Item #17 above

**The Michigan Electrical Code Rules no longer contain requirements to permit and inspect data and telecommunications wiring; therefore, this section is voluntary.

*** Do not include Application or Final Inspection Fee for this item

NOTE: Under special circumstances Genoa Township will assess an hourly fee for inspection services at a rate of \$50.00 per hour.

IX. Instructions for completing application

General: 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 Michigan Electrical Code. **No work shall be concealed until it has been inspected.** The telephone number for the inspector will be provided on the permit form. When ready for an inspection, call the inspection line, providing as much advance notice as possible. Please leave the **permit number** and **address** when calling the inspection line.

Expiration of Permit: A permit remains valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within six months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six months after the time of commencing the work.

**GENOA TOWNSHIP
DEPARTMENT OF BUILDING SAFETY**

2911 Dorr Rd. Brighton MI 48116

Phone#810-227-5225 Fax#810-227-3240

PE 2011-0335

Issued:
Expires:

Electrical

This permit conveys no right to occupy any STREET, ALLEY, or SIDEWALK, or any part thereof either temporarily or permanently.

Type of Construction: _____ Occupancy Group: _____ Edition of Code: 2008 MEC

LOCATION	OWNER	APPLICANT
123 Smith 11-22-33-555-554 Lot: Plat/Sub:	123 SMITH Brighton MI 48116 Phone: Fax:	123 SMITH Brighton MI 48116 Phone: Fax:

Work Description:
Stipulations:

Permit Item	Work Type	Fee Basis	Item Total
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EXAMPLE

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Fee Total: \$0.00
Amount Paid: \$0.00
Balance Due: \$0.00

Plan Reviewer

Building Inspector

Electrical Permit Application
 Michigan Department of Licensing and Regulatory Affairs
 Bureau of Construction Codes
 P.O. Box 30255, Lansing, MI 48909
 517-241-9313
 www.michigan.gov/bcc

Authority:	1972 PA 230
Completion:	Mandatory to obtain permit
Penalty:	Permit can not be issued

I. Job Location

NAME OF OWNER/AGENT		HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT?	
		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required	
STREET ADDRESS AND JOB LOCATION (Street Number and Name)		NAME OF CITY, VILLAGE OR TOWNSHIP IN WHICH JOB IS LOCATED	
		<input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Township OF:	
		COUNTY	

II. Contractor / Homeowner Information

INDICATE WHO THE APPLICANT IS		NAME		STATE LICENSE NUMBER		EXPIRATION DATE	
<input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner							
ADDRESS (Street Number and Name)				STATE REGISTRATION NUMBER		LOCAL LICENSING JURISDICTION	
CITY		STATE		ZIP CODE		LOCAL LICENSE NUMBER	
						EXPIRATION DATE	
TELEPHONE NUMBER (Include Area Code)				FEDERAL EMPLOYER ID NUMBER (or reason for exemption)			
WORKERS COMPENSATION INSURANCE CARRIER (or reason for exemption)				UIA NUMBER (or reason for exemption)			

III. Type of Job

<input type="checkbox"/> Single Family	<input type="checkbox"/> New	<input type="checkbox"/> Service Only	<input type="checkbox"/> Premanufactured Home Setup (State Approved)	<input type="checkbox"/> State Owned
<input type="checkbox"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)	<input type="checkbox"/> School

IV. Plan Review Required

Plans must be submitted with an Application for Plan Examination and the appropriate deposit before a permit can be issued, except as listed below.

Plans are not required for the following:

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

If work being performed is described above, check box below "Plans Not Required."

What is the rating of the service or feeder in ampere? _____

What is the building size in square footage? _____

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 1980 PA 299 and shall bear that architect's or engineer's seal and signature.

BCC Plan Review Project No. _____ Plans Not Required

V. Applicant Signature

Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subjected to civil fines.

SIGNATURE OF CONTRACTOR OR HOMEOWNER (Homeowner signature indicates compliance with Section VI, Homeowner Affidavit)	DATE

VI. Homeowner Affidavit

I hereby certify the electrical work described on this permit application shall be installed by myself in my own home in which I am living or about to occupy. All work shall be installed in accordance with the Michigan Electrical Code and shall not be enclosed, covered up, or put into operation until it has been inspected and approved by the State Electrical Inspector. I will cooperate with the State Electrical Inspector and assume the responsibility to arrange for necessary inspections.

Complete Application on Back Side

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VII. Fee Clarification

Item #17, Mobile Home Unit Site:
 When installing a site service in a park, the permit application must include the application fee, service, plus the number of park sites.
 When setting a HUD mobile home in a park, a permit must include the application fee and a feeder. This shall be done by a licensed electrical contractor.
 When setting a HUD mobile home or a premanufactured home on private property, a permit must include the application fee, service and feeder, and a final inspection.

VIII. Fee Chart - enter the number of items being installed, multiply by the unit price for total fee.

	Fee	# Items	Total		Fee	# Items	Total
1. Application Fee (non-refundable)	\$50.00	1	\$50.00	K.V.A. & H. P.			
Service				19. Units up to 20	\$6.00		
2. Through 200 Amp.	\$10.00			20. Units 21 to 50 K.V.A. or H.P.	\$10.00		
3. Over 200 Amp. thru 600 Amp.	\$15.00			21. Units 51 K.V.A. or H.P. & over	\$12.00		
4. Over 600 Amp. thru 800 Amp.	\$20.00			Fire Alarm Systems (not smoke detectors)			
5. Over 800 Amp. thru 1200 Amp.	\$25.00			22. Up to 10 devices	\$50.00		
6. Over 1200 Amp. (GFI only)	\$50.00			23. 11 to 20 devices	\$100.00		
7. Circuits	\$5.00			24. Over 20 devices	\$5.00 each		
8. Lighting Fixtures - per 25	\$6.00			Data / Telecommunication Outlets***			
9. Dishwasher	\$5.00			31. 1 - 19 devices	\$5.00 each		
10. Furnace - Unit Heater	\$5.00			32. 20 - 300 devices	\$100.00		
11. Electrical - Heating Units (baseboard)	\$4.00			33. Over 300 devices	\$300.00		
12. Power Outlets (ranges, dryers, etc.)	\$7.00			Energy Management Temp. Control			
Signs				25. Energy Retrofit - Temp. Control	\$45.00		
13. Unit	\$10.00			34. Devices - Energy Management	\$5.00 each		
14. Letter	\$15.00			26. Conduit only or grounding only	\$45.00		
15. Neon - each 25 feet	\$20.00			Inspections			
16. Feeders-Bus Ducts, etc. - per 50'	\$6.00			27. Special Insp. (pertaining to sale of building; (does not include an electrical service inspection))	\$50.00		
17. Mobile Home Park Site*	\$6.00			28. Additional Inspection	\$50.00		
18. Recreational Vehicle Park Site	\$4.00			29. Final Inspection	\$50.00	1	\$50.00
				30. Certification Fee**	\$20.00		

Total Fee (Must include the \$50.00 non-refundable application and final inspection fees)

* See VII. Fee Clarification Item #17 above
 ** Required for all school and state-owned construction projects
 *** The Michigan Electrical Code Rules no longer contain requirements to permit and inspect data and telecommunications wiring; therefore, this section is voluntary.
 NOTE: Under special circumstances the bureau will assess an hourly fee for inspection services at a rate of \$50.00 per hour.

IX. Instructions for Completing Application

Make checks payable to "State of Michigan"

General: Electrical work shall not be started until the application for permit has been filed with the Bureau of Construction Codes. All installations shall be in conformance with the Michigan Electrical Code. **No work shall be concealed until it has been inspected.** The telephone number for the inspector will be provided on the permit form. When ready for an inspection, call the inspector providing as much advance notice as possible. The inspector will need the job location and permit number.

Expiration of Permit: A permit remains valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within six months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six months after the time of commencing the work. **A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REFUNDED. THE CHARGE TO RE-OPEN A CLOSED PERMIT IS \$75.00.**

Where to Submit Application: The Bureau of Construction Codes is responsible for code enforcement in units of government throughout the state which have no local program and for all state owned buildings as well as public and charter school construction where a local delegation of authority does not exist. Permit applications for state issued permits should be sent to the address on the front of this application. If you are not sure whether a state permit or a local permit is appropriate, contact our office or your local building inspector. Questions regarding state issued permits may be directed to the Office of Management Services, Permit Section at 517-241-9313. Code questions may be directed to the Electrical Division at 517-241-9320.

VALIDATION AREA



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BUREAU OF CONSTRUCTION CODES
 OFFICE OF ADMINISTRATIVE SERVICES

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



Mechanical Permit Application
 Genoa Charter Township
 2911 Dorr Road
 Brighton, MI 48116

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

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BUREAU OF CONSTRUCTION CODES
 OFFICE OF ADMINISTRATIVE SERVICES

I. JOB LOCATION

Name of Owner/Agent	Has a Building Permit Been Obtained For This Project? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not Required
---------------------	---

Street Address and Job Location (Street Number & Name)

II. CONTRACTOR/HOMEOWNER INFORMATION

Indicate Who The Applicant is	Name/Contractor of Record	Company Name	License Number	Expiration Date
<input type="checkbox"/> Contractor				
<input type="checkbox"/> Homeowner				
Address (Street Number & Name)		City	State	Zip Code
Telephone Number (include Area Code)			Federal Employer ID Number (or reason for exemption)	
Workers Compensation Insurance Carrier (or reason for exemption)			UIA Number (or reason for exemption)	

III. TYPE OF JOB

<input type="checkbox"/> Single Family	<input type="checkbox"/> New	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Premanufactured Home Setup (State Approved)	<input type="checkbox"/> State Owned
<input type="checkbox"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> LP Tank	<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)	<input type="checkbox"/> School

IV. PLAN REVIEW REQUIRED

Plans must be submitted with your application and the required fee paid before a permit can be issued, except as listed below.

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 a minor nature.
3. Business, mercantile, and storage buildings having HVAC equipment only, with one fire area and not more than 3500 square feet.
4. Work completed by a governmental subdivision or state agency costing less than \$15,000.00

If work being performed is described above, check box below "**Plans Not Required**"

What is the building size in square footage? _____
 What is the input rating of the heating system in this building? _____

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 1980 PA 299 and shall bear that architect's or engineer's seal and signature.

Genoa Twp. Plan Review Approved _____ **Plans Not Required:** _____

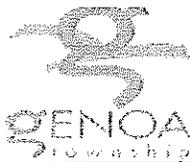
V. APPLICANT SIGNATURE

Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523a, prohibits a person from conspiring to circumvent the licensing requirements of this state to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subjected to civil fines.

SIGNATURE OF CONTRACTOR OR HOMEOWNER (Homeowner signature indicates compliance with Section VI. Homeowner Affidavit)	DATE
--	------

VI. HOMEOWNER AFFIDAVIT

I hereby certify the mechanical work described on this permit application shall be installed **by myself in my own home** in which I am living or about to occupy. All work shall be installed in accordance with the Michigan Mechanical Code and **shall not be enclosed, covered up, or put in operation** until it has been **inspected** and **approved** by the Genoa Township Mechanical Inspector. I will cooperate with the Genoa Township Mechanical Inspector and assume the responsibility to arrange for necessary inspections.



VII. FEE CLARIFICATION

Item #2 Residential Heating System: This item is used for the installation of a heating system in a **new residential structure**. Items #11 Gas Piping and #27 Duct **SHOULD NOT BE CHARGED**. Replacement systems should be itemized. **Items #16 and #18, Tanks:** A homeowner must own tank to install. If homeowner does not own tank, a licensed mechanical contractor must install tank.

VIII. FEE CHART - ENTER THE NUMBER OF ITEMS BEING INSTALLED, MULTIPLY BY THE UNIT PRICE FOR TOTAL FEE

	FEE	#ITEMS	TOTAL		FEE	# ITEMS	TOTAL
1. Application Fee	\$30.00	1	\$30.00	PIPING			
2. Residential Heating System (includes duct & pipe) New Building Only* and **			\$65.00	ALL piping-minimum fee \$25.00			
3. Mobile or Pre-manufactured Unit Home Setup. (LP, NG or Oil)	\$15.00 per			23. Fuel Gas Piping	\$.05/ft.		
4. Gas/Oil Burning Equipment (furnace, roof top units, generators)**			\$65.00	24. Process Piping	\$.50/ft.		
5. Boiler**			\$65.00	25. Hydronic Piping	\$.05/ft.		
6. Water Heater (gas piping & venting - direct replacement only)**			\$65.00	26. Refrigeration Piping	\$.05/ft.		
7. Damper	\$5.00			27. Duct - \$25.00 Minimum	\$.10/ft.		
8. Solid Fuel Equip. (includes chimney)	\$30.00			28. Heat Pumps; Commercial (pipe not included)	\$20.00		
9. Gas Burning Fireplace	\$30.00			Air Handlers/Heat Wheels			
10. Chimney, factory built (installed separately), B Vent, PVC Venting	\$20.00			29. Under 10,000 CFM	\$20.00		
11. Solar; set of 3 panels - fluid transfer (includes piping)	\$20.00			30. Over 10,000 CFM	\$60.00		
12. Gas piping; each opening-new installation (residential)	\$5.00			31. Heat Recovery Units	\$10.00		
13. Heat Pumps/Geothermal (complete residential)	\$30.00			32. V.A.V. Boxes	\$10.00		
14. Dryer, Bath & Kitchen Exhaust	\$5.00			33. Unit Ventilators/PATC Units	\$10.00		
15. Air Conditioning (includes split systems) RTU-cooling only	\$30.00			34. Unit Heaters (terminal units)	\$10.00		
Tanks							
16. Aboveground*** (other than LP)	\$20.00			35. Coils (Heat/Cool)	\$30.00		
17. Aboveground connection	\$20.00			36. Refrigeration (split system)	\$30.00		
18. Underground*** (other than LP)	\$25.00			37. Chiller	\$25.00		
19. Underground connection	\$25.00			38. Cooling Towers	\$30.00		
20. Humidifiers/Air Cleaners	\$10.00			39. Compressor/Condenser	\$20.00		
21. Commercial Hoods/Exhausters	\$15.00			40. Special Inspection (pertaining to sale of building)	\$50.00 per hr.		
22. Fire Suppression/Protection (includes piping) - Minimum \$20.00	\$.75/head			41. Additional Inspection	\$30.00		
				42. Final Inspection	\$30.00	1	\$30.00
				TOTAL FEE			

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 OFFICE OF ADMINISTRATIVE SERVICES

* See VII. Fee Clarification Item #2
 ** Do not include Application fee or Final Inspection Fee for this item
 *** See VII. Fee clarification Items #16 and #18.

NOTE: Under special circumstances Genoa Twp. will assess an hourly fee for inspection services at a rate of \$50.00 per hour.

IX. Instructions for completing application

General: 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 Michigan Mechanical Code. **No work shall be concealed until it has been inspected.** The telephone number for the inspector will be provided on the permit form. When ready for an inspection, call the inspection line, providing as much advance notice as possible. Please leave the **permit number** and **address** when calling the inspection line.

Expiration of Permit: A permit remains valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within six months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six months after the time of commencing the work.

**GENOA TOWNSHIP
DEPARTMENT OF BUILDING SAFETY**
2911 Dorr Rd. Brighton MI 48116
Phone#810=227-5225 Fax#810-227-3240

PM 2011-0405

Issued:
Expires:

Mechanical

This permit conveys no right to occupy any STREET, ALLEY, or SIDEWALK, or any part thereof either temporarily or permanently.

Type of Construction: _____ Occupancy Group: _____ Edition of Code: 2009 MMC

LOCATION	OWNER	APPLICANT
123 Smith 11-22-33-555-554 Lot: Plat/Sub:	123 SMITH Brighton MI 48116 Phone: Fax:	123 SMITH Brighton MI 48116 Phone: Fax:

Work Description:
Stipulations:

Permit Item	Work Type	Fee Basis	Item Total
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EXAMPLE

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BUREAU OF CONSTRUCTION CODES
OFFICE OF ADMINISTRATIVE SERVICES

Fee Total: \$0.00
Amount Paid: \$0.00
Balance Due: \$0.00

Plan Reviewer

Building Inspector

Mechanical Permit Application
Michigan Department of Licensing and Regulatory Affairs
Bureau of Construction Codes
P.O. Box 30255, Lansing, MI 48909
517-241-9313
www.michigan.gov/bcc

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SEP 12 2011

BUREAU OF CONSTRUCTION CODES
OFFICE OF ADMINISTRATIVE SERVICES
M-2011-114
Authority: 1972 PA 230
Completion: Mandatory to obtain permit
Penalty: Permit cannot be issued

I. Job Location

NAME OF OWNER/AGENT		HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT?	
		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required	
STREET ADDRESS AND JOB LOCATION (Street Number and Name)		NAME OF CITY, VILLAGE OR TOWNSHIP IN WHICH JOB IS LOCATED	
		<input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Township OF:	
		COUNTY	

II. Contractor / Homeowner Information

INDICATE WHO THE APPLICANT IS	NAME / CONTRACTOR OF RECORD	COMPANY NAME	LICENSE NUMBER	EXPIRATION DATE
<input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner				
ADDRESS (Street Number and Name)		CITY	STATE	ZIP CODE
TELEPHONE NUMBER (Include Area Code)		FEDERAL EMPLOYER ID NUMBER (or reason for exemption)		
WORKERS COMPENSATION INSURANCE CARRIER (or reason for exemption)		UIA NUMBER (or reason for exemption)		

III. Type of Job

<input type="checkbox"/> Single Family	<input type="checkbox"/> New	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Premanufactured Home Setup (State Approved)	<input type="checkbox"/> State Owned
<input type="checkbox"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> LP Tank	<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)	<input type="checkbox"/> School

IV. Plan Review Required

Plans must be submitted with an Application for Plan Examination and the appropriate deposit before a permit can be issued, except as listed below.

Plans are not required for the following:

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

If work being performed is described above, check box below "Plans Not Required."

What is the building size in square footage? _____

What is the input rating of the heating system in this building? _____

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 1980 PA 299 and shall bear that architect's or engineer's seal and signature.

BCC Plan Review Project No. _____ Plans Not Required

V. Applicant Signature

Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subjected to civil fines.

SIGNATURE OF CONTRACTOR OR HOMEOWNER (Homeowner's signature indicates compliance with Section VI. Homeowner Affidavit)	DATE

VI. Homeowner Affidavit

I hereby certify the mechanical work described on this permit application shall be installed by myself in my own home in which I am living or about to occupy. All work shall be installed in accordance with the Michigan Mechanical Code and shall not be enclosed, covered up, or put into operation until it has been inspected and approved by the State Mechanical Inspector. I will cooperate with the State Mechanical Inspector and assume the responsibility to arrange for necessary inspections.

Complete Application on Back Side

VII. Fee Clarification

Item #2, Residential Heating System: This item is used for the installation of a heating system in a new residential structure. Items #10 Gas Piping and #18 Duct SHOULD NOT BE charged. Replacement systems should be itemized.

Items #14 and #15, Tanks: A homeowner must own tank to install. If homeowner does not own tank, a licensed mechanical contractor must install tank.

VIII. Fee Chart - Enter the number of items being installed, multiply by the unit price for total fee.

	Fee	# Items	Total		Fee	# Items	Total
1. Application Fee (non-refundable)	\$50.00	1	\$50.00	18. Duct - minimum fee \$25.00	\$.10 / ft		
2. Residential Heating System (includes duct & pipe) New Building Only*	\$50.00			19. Heat Pumps; Commercial (pipe not included)	\$20.00		
3. Gas/Oil Burning Equipment (furnace, roof top units, generators)	\$30.00			Air Handlers/Heat Wheels			
4. Boiler	\$30.00			20. Under 10,000 CFM	\$20.00		
5. Water Heater (gas piping & venting - direct replacement only)	\$5.00			21. Over 10,000 CFM	\$60.00		
6. Damper	\$5.00			22. Commercial Hoods	\$15.00		
7. Solid Fuel Equip. (includes chimney)	\$30.00			23. Heat Recovery Units	\$10.00		
37. Gas Burning Fireplace	\$30.00			24. V.A.V. Boxes	\$10.00		
8. Chimney, factory built (installed separately), B Vent, PVC Venting	\$25.00			25. Unit Ventilators/PTAC Units	\$10.00		
9. Solar; set of 3 panels - fluid transfer (includes piping)	\$20.00			26. Unit Heaters (terminal units)	\$15.00		
10. Gas Piping; each opening - new installation (residential)	\$5.00			27. Fire Suppression/Protection (includes piping) -minimum fee \$20.00	\$.75 / head		
11. Air Conditioning (includes split systems) RTU - Cooling Only	\$30.00			28. Coils (Heat/Cool)	\$30.00		
12. Heat Pumps/Geothermal (complete residential)	\$30.00			29. Refrigeration (split system)	\$30.00		
13. Dryer, Bath & Kitchen Exhaust	\$5.00			30. Chiller	\$30.00		
Tanks				31. Cooling Towers	\$30.00		
14. Aboveground*** (other than L.P.)	\$20.00			32. Compressor/Condenser	\$30.00		
38. Aboveground Connection	\$20.00			Inspections			
15. Underground*** (other than L.P.)	\$25.00			33. Special Insp. (pertaining to sale of building)	\$50.00		
39. Underground Connection	\$25.00			34. Additional Inspection	\$50.00		
16. Humidifiers/Air Cleaners	\$10.00			35. Final Inspection	\$50.00	1	\$50.00
Piping (ALL piping-minimum fee \$25.00)				36. Certification Fee	\$20.00		
17. Fuel Gas Piping	\$.05 / ft			Total Fee (Must include the \$50.00 non-refundable application and final inspection fee)			
40. Process Piping	\$.05 / ft			Make checks payable to "State of Michigan"			
41. Hydronic Piping	\$.05 / ft			* See VII. Fee Clarification Item #2 on front			
42. Refrigeration Piping	\$.05 / ft			***See VII. Fee Clarification Items #14 and 15 on front			
43. Exhausters	\$15.00			NOTE: Under special circumstances the bureau will assess an hourly fee for inspection services at a rate of \$50.00 per hour.			

IX. Instructions for Completing Application

General: Mechanical work shall not be started until the application for permit has been filed with the Bureau of Construction Codes. All installations shall be in conformance with the Michigan Mechanical Code. No work shall be concealed until it has been inspected. The telephone number for the inspector will be provided on the permit form. When ready for an inspection, call the inspector providing as much advance notice as possible. The inspector will need the job location and permit number.

Expiration of Permit: A permit remains valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work. **A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN 180 DAYS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REFUNDED. THE CHARGE TO RE-OPEN A CLOSED PERMIT IS \$75.00.**

Where to Submit Application: The Bureau of Construction Codes is responsible for code enforcement in units of government throughout the state which have no local program and for all state owned buildings as well as public and charter school construction where a local delegation of authority does not exist. Permit applications for state issued permits should be sent to the address on the front of this application. If you are not sure whether a state permit or a local permit is appropriate, contact our office or your local building inspector. Questions regarding state issued permits may be directed to the Office of Management Services, Permit Section at 517-241-9313. Code questions may be directed to the Mechanical Division at 517-241-9325.

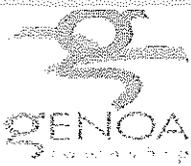
LARA is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

VALIDATION AREA



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BUREAU OF CONSTRUCTION CODES
OFFICE OF ADMINISTRATIVE SERVICES



Plumbing Permit Application

Genoa Charter Township
2911 Dorr Road
Brighton, MI 48116

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

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BUREAU OF CONSTRUCTION CODES
OFFICE OF ADMINISTRATIVE SERVICES

I. JOB LOCATION

Name of Owner/Agent

Has a Building Permit Been Obtained For This Project?

Yes No Not Required

Street Address and Job Location (Street Number & Name)

II. CONTRACTOR/HOMEOWNER INFORMATION

Indicate Who The Applicant is

Name of Plumbing Contractor or Homeowner

Contractor License Number

Expiration Date

Contractor

Homeowner

Address (Street Number & Name)

City

State

Zip Code

Telephone Number (include Area Code)

Federal Employer ID Number (or reason for exemption)

Workers Compensation Insurance Carrier (or reason for exemption)

UIA Number (or reason for exemption)

Name of Master Plumber

Master Plumber License

Expiration Date

Business/Branch Address

City

State

Zip Code

III. TYPE OF JOB

Single Family

New

Sewer Only

Premanufactured Home Setup (State Approved)

State Owned

Other

Alteration

Water Service Only

School

Special Inspection

Manufactured Home Setup (HUD Mobile Home)

IV. PLAN REVIEW REQUIRED

Plans must be submitted with your application and the required fee paid before a permit can be issued, except as listed below.

Plans are not required for the following:

1. One-and-two family dwelling containing not more than 3500 square feet of building area
2. Alterations and repair work determined by the plumbing official to be of a minor nature.
3. Buildings 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

If work being performed is described above, check box below "Plans Not Required"

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 1980 PA 299 and shall bear that architect's or engineer's seal and signature.

Genoa Twp. Plan Review Approved _____

Plans Not Required: _____

V. APPLICANT SIGNATURE

Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523a, prohibits a person from conspiring to circumvent the licensing requirements of this state to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subjected to civil fines.

SIGNATURE OF PLUMBING CONTRACTOR, MASTER PLUMBER, WATER TREATMENT INSTALLER OR HOMEOWNER
(Homeowner's signature indicates compliance with Section VI. Homeowner Affidavit)

DATE

VI. HOMEOWNER AFFIDAVIT

I hereby certify the plumbing work described on this permit application shall be installed **by myself in my own home** in which I am living or about to occupy. All work shall be installed in accordance with the Michigan Plumbing Code and **shall not be enclosed, covered up, or put in operation** until it has been **inspected** and **approved** by the Genoa Township Plumbing Inspector. I will cooperate with the Genoa Township Plumbing Inspector and assume the responsibility to arrange for necessary inspections.



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VII. FEE CLARIFICATION

BUREAU OF CONSTRUCTION CODES
OFFICE OF ADMINISTRATIVE SERVICES

Item #2 Mobile Home Site: WHEN item is used for sewer excavations in a new park, the permit application should include the application fee plus the number of unit sites. WHEN setting a mobile home in a park, or a mobile, modular home on private property, a permit should include the application fee, a sewer or building drain, and a water service or water distribution pipe and a final inspection.

Item #3 Fixtures, Floor Drains, Special Drains and Water Connected Appliances Include:

Water Closets	Sink (any description)	Slop Sink	Drinking Fountain	Floor Drain	Water Outlet or Connection to any Make-up Water Tank
Bathtub	Emergency Eye Wash	Bidet	Condensate Drain	Roof Drain	Water Outlet or Connection to Heating System
Lavatories	Emergency Shower	Cuspidor	Washing Machine	Grease Trap	Water Outlet or Connection to Filters
Shower Stall	Garbage Grinder	Dishwasher	Acid Waste Drain	Starch Trap	Connection to Sprinkler System (Irrigation)
Laundry Tray	Water Outlet Cooler	Refrigerator	Embalming Table	Plaster Trap	Water Connected Sterilizer
Urinal	Ice Making Machine	Water Heater	Bed Pan Washer		Water Connected Dental Chair
Autopsy	Water Connected Still	Water Softener			Water Connection to Carbonated Beverage Dispensers

Plus Any Other Fixture, Drain or Water Connected Appliance Not Specifically Listed

Item #21, Domestic Water Treatment and Filtering Equipment: 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 buildings if permit is secured, required inspections performed and the installation complies with the applicable code. If Genoa Township determines a violation exists, it shall be corrected by the responsible installer. The permit application shall include the application fee, the number of water treatment devices recorded in item #21 for \$5.00 each and the appropriate water distribution pipe (system) size fee.

VIII. FEE CHART - ENTER THE NUMBER OF ITEMS BEING INSTALLED, MULTIPLY BY THE UNIT PRICE FOR TOTAL FEE

	FEE	# ITEMS	TOTAL		FEE	# ITEMS	TOTAL
1. Application Fee	\$30.00	1	\$30.00	Water Distributing Pipe			
2. Mobile Home Park Site*	\$5.00			14. 3/4" Water Distribution Pipe	\$5.00		
3. Fixtures, floor drains, special drains, water connected appliances	\$5.00			15. 1" Water Distribution Pipe	\$10.00		
4. Stacks (soil, waste, vent and conductor)	\$3.00			16. 1-1/4" Water Distribution Pipe	\$15.00		
5. Sewage ejectors, sumps	\$5.00			17. 1-1/2" Water Distribution Pipe	\$20.00		
6. Sub-soil drains	\$5.00			18. 2" Water Distribution Pipe	\$25.00		
Water Service				19. Over 2" Water Distribution Pipe	\$30.00		
7. Less than 2"	\$5.00			20. Reduced pressure zone back-flow preventer	\$5.00		
8. 2" to 6"	\$25.00			21. Domestic water treatment and filtering equipment only**	\$5.00 each		
9. Over 6"	\$50.00			22. Medical Gas	\$45.00		
10. Connection (bldg. drain-bldg. sewers)	\$10.00			23. Water Heater***			\$65.00
Sewers (sanitary, storm or combined)				24. Water Softener***			\$65.00
11. Less than 6"	\$20.00			25. Irrigation ***			\$65.00
12. 6" and over	\$25.00			26. Special Inspection (pertaining to sale of building)	\$50.00 Per Hr.		
13. Manholes, Catch Basins	\$5.00			27. Additional Inspection	\$30.00		
				28. Final Inspection	\$30.00	1	\$30.00
				TOTAL FEE			

* See VII. Fee clarification Item #2

** See VII. Fee Clarification Item #21 above

*** Do not include application fee or final inspection fee for this item

NOTE: Under special circumstances Genoa Twp. will assess an hourly fee for inspection services at a rate of \$75.00 per hour.

IX. Instructions for completing application

General: 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 Michigan Plumbing Code. **No work shall be concealed until it has been inspected.** The telephone number for the inspector will be provided on the permit form. When ready for an inspection, call the inspection line, providing as much advance notice as possible. Please leave the **permit number** and **address** when calling the inspection line.

Expiration of Permit: A permit remains valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within six months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six months after the time of commencing the work.

GENOA TOWNSHIP
DEPARTMENT OF BUILDING SAFETY
 2911 Dorr Rd. Brighton MI 48116
 Phone#810-227-5225 Fax#810-227-3240

PP 2011-0166

Issued:
 Expires:

Plumbing

This permit conveys no right to occupy any STREET, ALLEY, or SIDEWALK, or any part thereof either temporarily or permanently.

Type of Construction: _____ Occupancy Group: _____ Edition of Code: 2009 MPC

LOCATION	OWNER	APPLICANT
123 Smith 11-22-33-555-554 Lot: Plat/Sub:	123 SMITH Brighton MI 48116 Phone: Fax:	123 SMITH Brighton MI 48116 Phone: Fax:

Work Description:
 Stipulations:

Permit Item	Work Type	Fee Basis	Item Total
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EXAMPLE

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Fee Total: \$0.00
 Amount Paid: \$0.00
 Balance Due: \$0.00

 Plan Reviewer

 Building Inspector

Plumbing Permit Application
 Michigan Department of Licensing and Regulatory Affairs
 Bureau of Construction Codes
 P.O. Box 30255, Lansing, MI 48909
 517-241-9313
 www.michigan.gov/bcc

P 2011 P

Authority:	1972 PA 230
Completion:	Mandatory to obtain permit
Penalty:	Permit cannot be issued

I. Job Location

NAME OF OWNER/AGENT		HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT?	
		<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required	
STREET ADDRESS AND JOB LOCATION (Street Number and Name)		NAME OF CITY, VILLAGE OR TOWNSHIP IN WHICH JOB IS LOCATED	
		<input type="checkbox"/> City <input type="checkbox"/> Village <input type="checkbox"/> Township OF:	
		COUNTY	

II. Contractor / Homeowner Information

INDICATE WHO THE APPLICANT IS		NAME OF PLUMBING CONTRACTOR OR HOMEOWNER		CONTRACTOR LICENSE NUMBER		EXPIRATION DATE	
<input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner <input type="checkbox"/> Master <input type="checkbox"/> Water Treatment Installer							
ADDRESS (Street Number and Name)			CITY		STATE		ZIP CODE
TELEPHONE NUMBER (Include Area Code)				FEDERAL EMPLOYER ID NUMBER (or reason for exemption)			
WORKERS COMPENSATION INSURANCE CARRIER (or reason for exemption)				UIA NUMBER (or reason for exemption)			
NAME OF MASTER PLUMBER				MASTER LICENSE NUMBER		EXPIRATION DATE	
BUSINESS / BRANCH ADDRESS			CITY		STATE		ZIP CODE

III. Type of Job

<input type="checkbox"/> Single Family	<input type="checkbox"/> New	<input type="checkbox"/> Sewer Only	<input type="checkbox"/> Water Service Only	<input type="checkbox"/> Premanufactured Home Setup (State Approved)	<input type="checkbox"/> State Owned
<input type="checkbox"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)	<input type="checkbox"/> School	

IV. Plan Review Required

Plans must be submitted with an Application for Plan Examination and the appropriate deposit before a permit can be issued, except as listed below.

Plans are not required for the following:

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

If work being performed is described above, check box below "Plans Not Required."

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 1980 PA 299 and shall bear that architect's or engineer's seal and signature.

BCC Plan Review Project No. _____ Plans Not Required

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V. Applicant Signature

Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125.1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of Section 23a are subjected to civil fines.

SIGNATURE OF PLUMBING CONTRACTOR, MASTER PLUMBER, WATER TREATMENT INSTALLER OR HOMEOWNER (Homeowner's signature indicates compliance with Section VI. Homeowner Affidavit)	DATE

VI. Homeowner Affidavit

I hereby certify the plumbing work described on this permit application shall be installed by myself in my own home in which I am living or about to occupy. All work shall be installed in accordance with the Michigan Plumbing Code and shall not be enclosed, covered up, or put into operation until it has been inspected and approved by the State Plumbing Inspector. I will cooperate with the State Plumbing Inspector and assume the responsibility to arrange for necessary inspections.

Complete Application on Back Side

VIIa. Fee Clarification

Item #2, Mobile Home Unit Site: WHEN item is used for sewer excavations in a new park, the permit application should include the application fee plus the number of unit sites. WHEN setting a mobile home in a park, or a mobile or modular home on private property, a permit should include the application fee, a sewer or building drain, and a water service or water distribution pipe and a final final inspection.

VIII. Fee Clarification (continued)

Item #3, Fixtures, Floor Drains, Special Drains and Water Connected Appliances include:					
Water Closets	Sink (any description)	Slop Sink	Drinking Fountain	Floor Drain	Water Outlet or Connection to any Make-up Water Tank
Bathtub	Emergency Eye Wash	Bidet	Condensate Drain	Roof Drain	Water Outlet or Connection to Heating System
Lavatories	Emergency Shower	Cuspidor	Washing Machine	Grease Trap	Water Outlet or Connection to Filters
Shower Stall	Garbage Grinder	Dishwasher	Acid Waste Drain	Starch Trap	Connection to Sprinkler System (Irrigation)
Laundry Tray	Water Outlet Cooler	Refrigerator	Embalming Table	Plaster Trap	Water Connected Sterilizer
Urinal	Ice Making Machine		Bed Pan Washer	Water Softener	Water Connected Dental Chair
Autopsy	Water Connected Still				Water Connection to Carbonated Beverage Dispensers
Plus Any Other Fixture, Drain or Water Connected Appliance Not Specifically Listed					
Item #25, Domestic Water Treatment and Filtering Equipment: 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 buildings if a permit is secured, required inspections performed and the installation complies with the applicable code. If the enforcing agency determines a violation exists, it shall be corrected by the responsible installer. The permit application shall include the application fee, the number of water treatment devices recorded in item #25 for \$5.00 each and the appropriate water distribution pipe (system) size fee.					

VIII. Fee Chart - Enter the number of items being installed, multiply by the unit price for total fee.

	Fee	# Items	Total		Fee	# Items	Total
1. Application Fee (non-refundable)	\$50.00	1	\$50.00	Water Distributing Pipe (system)			
2. Mobile Home Park Site*	\$5.00 each			14. 3/4" Water Distribution Pipe	\$5.00		
3. Fixtures, floor drains, special drains, water connected appliances	\$5.00 each			15. 1" Water Distribution Pipe	\$10.00		
4. Stacks (soil, waste, vent and conductor)	\$3.00 each			16. 1-1/4" Water Distribution Pipe	\$15.00		
5. Sewage ejectors, sumps	\$5.00 each			17. 1-1/2" Water Distribution Pipe	\$20.00		
6. Sub-soil drains	\$5.00 each			18. 2" Water Distribution Pipe	\$25.00		
Water Service				19. Over 2" Water Distribution Pipe	\$30.00		
7. Less than 2"	\$5.00			20. Reduced pressure zone back-flow preventer	\$5.00 each		
8. 2" to 6"	\$25.00			25. Domestic water treatment and filtering equipment only**	\$5.00		
9. Over 6"	\$50.00			26. Medical Gas System	\$45.00		
10. Connection (bldg, drain-bldg, sewers)	\$5.00			27. Water Heater	\$5.00		
Sewers (sanitary, storm or combined)				Inspections			
11. Less than 6"	\$5.00			21. Special Insp. (pertaining to sale of building)	\$50.00		
12. 6" and Over	\$25.00			22. Additional Inspection	\$50.00		
13. Manholes, Catch Basins	\$5.00 each			23. Final Inspection	\$50.00	1	\$50.00
				24. Certification Fee	\$20.00		

* See VIIa. Fee Clarification Item #2 on front

**See VIIIb. Fee Clarification Item #25 above

Note: Under special circumstances the bureau will assess an hourly fee for inspection services at a rate of \$50.00 per hour.

Total Fee (Must include the \$50.00 non-refundable application and final inspection fees)

Make checks payable to "State of Michigan"

IX. Instructions for Completing Application

General: Plumbing work shall not be started until the application for permit has been filed with the Bureau of Construction Codes. All installations shall be in conformance with the Michigan Plumbing Code. No work shall be concealed until it has been inspected. The telephone number for the inspector will be provided on the permit form. When ready for an inspection, call the inspector providing as much advance notice as possible. The inspector will need the job location and permit number.

Expiration of Permit: A permit remains valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work. A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN 180 DAYS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REFUNDED. THE CHARGE TO RE-OPEN A CLOSED PERMIT IS \$75.00.

Where to Submit Application: The Bureau of Construction Codes is responsible for code enforcement in units of government throughout the state which have no local program and for all state owned buildings as well as public and charter school construction where a local delegation of authority does not exist. Permit applications for state issued permits should be sent to the address on the front of this application. If you are not sure whether a state permit or a local permit is appropriate, contact our office or your local building inspector. Questions regarding state issued permits may be directed to the Office of Management Services, Permit Section at 517-241-9313. Code questions may be directed to the Plumbing Division at 517-241-9330.

VALIDATION AREA

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

Genoa Township Procedures for Construction Code Administration

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(1) How permit applications are reviewed and approved

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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/building 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/building official as a condition of the approval.

(3) How permits are issued

Upon approval for the application for permit, the code/building 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/building 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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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.

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- (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.
- (6) Decisions and reasons for the decision.

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GENERAL POWERS AND DUTIES.

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(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 and no authority to waive any requirements of the Michigan Construction Code.

(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.

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 apprise 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.

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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.

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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MARK T. LEONARD

BUREAU OF CONSTRUCTION CODES
OFFICE OF ADMINISTRATIVE SERVICES

██████████ * ██████████ MI ██████████ * ██████████ * ██████████

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

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
Project Manager

1988 - 1993

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 48114-9483
 (810) 227-9533 FAX (810) 227-9480
 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**

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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

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

A0981286

DEPARTMENT OF ENERGY, LABOR & ECONOMIC GROWTH

BOARD OF PROFESSIONAL ENGINEERS
PROFESSIONAL ENGINEER
LICENSE



JAMES M BARNWELL

MI

PERMANENT ID. NO.

6201028027

EXPIRATION DATE

10/31/2011

AUDIT NO.

2264683

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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
DEPARTMENT OF ENERGY, LABOR & ECONOMIC GROWTH

A1155985

BOARD OF ARCHITECTS
ARCHITECT LICENSE



PIET W LINDHOUT
10465 CITATION DRIVE
BRIGHTON MI 48116

PERMANENT ID. NO.

1301033442

EXPIRATION DATE

10/31/2012

AUDIT NO.

237734

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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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BUREAU OF COMMERCIAL SERVICES

VERIFY A LICENSE/REGISTRATION

Licensee Information

Name: DONOVAN, BRIAN
 Address: Brighton MI 48116
 County: Livingston

License Information

License Type: Builder - Individual
 License Number: 2101044318
 Specialties:
 Status: Active
 Limitations:
 Issue Date:
 Expiration Date: 05/31/2014

Status History

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Employed/Managed By

Employer/Manager:
 License Number:
 Address:
 County:

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Additional information pertaining to the occupations regulated by the Bureau of Commercial Services can be found on the [Licensing Division](#) site.

DISCLAIMER

The Issue Date is the date the license/registration was first issued. Please note this information is not always available in the database. The Expiration Date given above is the date the license/registration expired or will expire. The license/registration may not have been active from the Issue Date to the Expiration Date. There may have been periods of non-licensure or non-registration. Please view the status history for more information.

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Scott Markwardt

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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.

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 License Search

*Mouse-over License Information area for description of license/registration type and status description.

Licensee Name

Licensee Name

MARKWARDT, SCOTT M

Address

HARTLAND MI 48114

License Information

License Number

6333013

License Type

ELECTRICAL JOURNEYMAN

Status

ISSUED

Expiration Date

12/31/2011

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