

- 3) The kind of buildings or structures to which the permit is to apply;
 - 4) A drawing or sketch showing the area, size, and location of all buildings or structures to which the permit is to apply including the location of right-of-way lines of abutting streets;
 - 5) The type of use to be made of the buildings or structures to which the permit is to apply;
 - 6) The estimated value of the work or activity to which the permit is to apply including the value of uncompensated labor to be performed by applicant or other; and
 - 7) Such other information as is required by this Ordinance or is reasonably deemed to be necessary by the Zoning Administrator to determine compliance with this Ordinance.
- C. Accessory buildings or structures, when erected, moved, placed, reconstructed, extended, enlarged or altered, at the same time as the principal building on the same lot or premises and when shown on the application for permit for the principal building, shall not require the issuance of a separate permit. A separate permit shall be required if any accessory building or structure is erected, moved, placed, reconstructed, extended, enlarged, or altered separately or at a different time than the principal building on the same lot or premises.

2. Electrical Permits

- A. Permits and certificates. A person shall not equip a building with electrical equipment or make an alteration of, change in, or addition to, electrical equipment without receiving a written permit to do the work described. When such electrical equipment, changes, or additions thereto are found to conform to the provisions of the National Electrical Code (NEC) and when the work has passed the inspection of the administrative authority, the administrative authority shall upon request of the permit holder to whom the permit was issued, issue a certificate of final electrical inspection, which certifies that the provisions of the code have been complied with. However, such certificates shall not be granted until the electrical equipment or work is in compliance with the code.
- B. Persons To Whom Permits Shall Be Issued:

- 1) A person of a Class I Electricians license.
 - 2) A person employing a Class 3 electrician to actively supervise the new installation of electrical equipment on premises owned or occupied and used by the applicant in the conduct of his or her business, and at which premises the licensed electrician performs his or her duties in those instances where business or industrial procedures require the regular employment of a licensed Class 3 electrician. However, an affidavit form furnished by the administrative authority shall be signed by both the employer and the licensed Class 3 electrician. This affidavit shall be kept on file in the offices of the administrative authority and shall contain all of the following:
 - a) Name and address of the person employing the licensed Class 3 electrician.
 - b) Name, address, and current license of the licensed Class 3 electrician
 - c) License number of the two (2) previous years, and the name of the licensing authority in order to establish the holding of a license for not less than two (2) years.
 - d) A statement to the effect that the employer and the licensed Class 3 electrician will comply with the provisions of the NEC code regulating installation of electrical equipment in Michigan. A new affidavit shall be filed if the licensed Class 3 electrician terminates his or her employment or is involuntarily terminated.
 - 3) A home owner who comes under the jurisdiction of the code.
- C. Applications. Each application for electrical permit shall be in writing upon prepared forms furnished by the Township. Each application shall include such information as may be reasonably requested by the Electrical Inspector to permit his/her determination as to compliance with this Ordinance.
- D. Expiration. Any permit issued shall become invalid if the authorized work is not commenced within six (6) months after the time of commencing the work. A permit for which all authorized

work has not been completed within two (2) years from the date of its issuance shall expire automatically at the end of such time. A permit which has expired pursuant to this paragraph may be renewed for a further period of one (1) year upon re-application and payment of one-half (1/2) of the original fee, subject, however, to the provisions of this Ordinance and the provisions of the NEC at the time of renewal.

- E. Power of Electrical Inspector. The Electrical Inspector shall have the power to revoke and cancel any permit in the event of failure or neglect to comply with all of the provisions of this Ordinance, or in the event of any false statement or misrepresentation in the application or permit. Notice of such revocation and cancellation shall be securely posted at the construction site and such posting shall be deemed notice to the permit holder of the revocation and cancellation of the permit.
 - F. Fees. No application for a permit shall be accepted for filing, and no permit shall be issued, until the applicant shall have paid the application fee as established by the Township Board and from time to time amended.
- 3. Within ten (10) business days after receipt of any application, or within ten (10) business days after approval of any application or site plan by the Planning Commission where the same is required under this Ordinance, the Zoning Administrator shall either (1) issue a permit if the proposed work is in compliance with the provisions of this Ordinance, or (2) deny issuance of a permit and advise the applicant in writing of his/her reasons for such denial. If the application is approved, the Zoning Administrator shall issue a permit over his/her signature and a copy thereof to the applicant together with a construction card. Such construction card shall describe the work authorized and shall be attached at a prominent place and remain on the premises during the progress of the work authorized.
 - 4. Any permit issued shall become invalid if the authorized work is not commenced within six (6) months after issuance of the permit, or if the authorized work is suspended or abandoned for a period of six (6) months after the time of commencing the work.
 - 5. A permit for which all authorized work has not been completed within two (2) years from the date of its issuance shall expire automatically at the end of such time. A permit which has expired pursuant to this paragraph may be renewed for a further period of one (1) year upon re-application and payment of one-half (1/2) of the original fee, subject, however, to the provisions of this Ordinance in effect at the time of renewal.

despite violations of contracts such as covenants or private agreements which may occur upon the granting of said permit.

3. The Zoning Administrator or such other person designated by the Township Board shall make a record of all non-conforming uses existing at the effective date of this Ordinance for the purpose of enforcing the provisions of Chapter 25 (Non-conforming Uses, Structures, and Lots).
4. The Zoning Administrator shall maintain a permanent record of all conditions imposed by the Planning Commission and/or Township Board pertaining to site plan approvals, rezoning approvals, special land uses, or planned unit developments.
 - A. A separate record shall be maintained for each parcel of land which is affected by the conditions imposed. At a minimum the record shall include all documents submitted by an applicant, the action of the Planning Commission and/or Township Board, and any other pertinent document.
 - B. The Zoning Administrator shall also prepare and cause to be recorded at the office of the Ottawa County Register of Deeds an affidavit that describes the piece or parcel of land and how it is affected, if at all, by the conditions imposed by the Planning Commission and/or Township Board.

15.2707 SECTION 27.07 FLOODPLAIN MANAGEMENT ADMINISTRATIVE DUTIES

1. With regard to the National Flood Insurance Program, and the regulation of development within the flood hazard area zone as prescribed in Chapter 22 (Flood Hazard Areas), the duties of the Zoning Administrator shall include, but are not limited to:
 - A. Notification to adjacent communities and the Department of Natural Resources of the proposed alteration or relocation of any watercourse, and the submission of such notifications to the Federal Insurance Administration;
 - B. Maintaining a record of the actual elevation in relation to mean sea level of the lowest floor, including basement, of all new or substantially improved structures constructed within the flood hazard area, and in the case of floodproofed structures, the elevation to which the structure was floodproofed; and
 - C. Maintaining a record of all certificates of floodproofing, and written notification to all applicants to whom variances are granted in a flood hazard area zone indicating the terms of the variance, the

increased danger to life and property, and that the cost of flood insurance will increase commensurate with the increased flood risk, and may reach amounts as high as \$25 for \$100 of insurance coverage. A record of all variance notifications and variance actions shall be maintained together with the justification for each variance.

2. All records and maps pertaining to the National Flood Insurance Program shall be maintained in the office of the Zoning Administrator and shall be open for public inspection.
3. It shall be the responsibility of the Zoning Administrator to obtain and utilize the best available flood hazard data for purposes of administering this Ordinance in the absence of data from the Federal Insurance Administration.

15.2708 SECTION 27.08 AMENDMENTS - INITIATION

Amendments or supplements to this Ordinance may be initiated by the Township Board by resolution, by the Township Planning Commission, or by any interested person or persons by petition to the Township Planning Commission. Each proposed amendment or supplement not initiated by the Township Planning Commission shall be forwarded to said Commission.

1. Procedure on Amendments
 - A. Except for compliance with the expanded notice requirements set forth in Paragraph B of this Subsection, proposed amendments or supplements to this Ordinance shall be considered and acted upon as provided in the Zoning Act. (ord. no. 441 eff. March 23, 2007)
 - B. Notice of hearing by the Planning Commission of any proposed amendment or supplement shall be given by said Commission to the owner of the property in question, and to the following other persons in the Districts indicated:
 - 1) To rezone property in district AG, RP, RR, and I-1: to all persons to whom any real property within one thousand three hundred and twenty (1,320) feet of the premises in question is assessed and to the occupants of all single and 2-family dwellings within one thousand three hundred and twenty (1,320) feet; and
 - 2) To rezone property in all districts other than AG, RP, RR, and I-1: to all persons to whom any real property within five (500) hundred feet of the premises in question is assessed and to the occupants of all single and 2-family

dwelling within five (500) hundred feet.

The notice shall be delivered personally or by mail to the respective owners and tenants at the address given in the last assessment roll. If the tenant's name is not known, the term "occupant" may be used.

2. Fees. Each petition for amendment to this Ordinance which is initiated by other than the Township Board or the Township Planning Commission shall be accompanied by payment of such fees as shall from time to time be established by resolution of the Township Board.
3. Recommendation to the Township Board. After the public hearing, the Planning Commission shall make a recommendation to the Township Board regarding the proposed amendment supplement to the Ordinance, including but not limited to requests or recommendations to change the zoning district classification of property situated in the Township. Before making a recommendation the Planning Commission shall consider the following:
 - A. The Township Master Plan, Strategic Plan, and other Township planning documents, and applicable state and federal statutes;
 - B. The lessening or reducing traffic congestion on public streets, roads, or highways which are or will be affected by the proposed amendment or supplement to the Ordinance; and
 - C. The adequate and efficient provision of water and sewage disposal, or both, for property which is or will be affected by the proposed amendment or supplement to the Ordinance.
4. Action by the Township Board. Upon the receipt of the Planning Commission's recommendation, the Township Board of Trustees shall act upon the proposed amendment or supplement to the Zoning Ordinance as provided by the Township Zoning Act, as amended from time to time.

15.2709 SECTION 27.09 PENALTIES AND REMEDIES

1. Violations of Ordinance a Municipal Civil Infraction. Any violation of this Ordinance shall constitute a municipal civil infraction. Any person, firm, or corporation who violates any provision of this Ordinance is responsible for a municipal civil infraction, and subject to payment of a civil fine, as well as any other action by the Township to abate the violation. The minimum fine for a municipal civil infraction under this Ordinance shall be Fifty Dollars (\$50.00), plus costs and other sanctions, for each violation. The maximum fine for a municipal civil infraction shall be Five Hundred Dollars (\$500.00), plus costs and other sanctions, for each violation. Increased civil fines shall be imposed for repeated

offenses by the same person. As used in this section, the term "repeated offenses" means a second (or any subsequent) municipal civil infraction violation of the same requirement or provision of this Ordinance which is committed by a person, firm, or corporation within twelve (12) months of a prior municipal civil infraction for which the person, firm, or corporation admitted responsibility or was determined to be responsible, and for which the person, firm or corporation admits responsibility or is determined to be responsible. Each day on which a violation of this Ordinance continues shall constitute a separate offense and shall be subject to penalties or sanctions as a separate offense.

2. **Persons Authorized to Issue Municipal Civil Infraction Citations.** The Township Supervisor, the Township Attorney, the Township Manager, the Township Zoning Administrator and the Township Building Inspector are hereby authorized to issue municipal civil infraction citations (directing alleged violators to appear in court) for violations of this Ordinance. All such citations shall be issued in accordance with all of the requirements of Chapter 87 of the Revised Judicature Act of the State of Michigan, as amended from time to time (MCLA 600.8700, et seq).
3. **Violations Are a Nuisance per se.** Any violation of this Ordinance shall constitute a nuisance per se. The Township is authorized to take any and all actions appropriate to prevent, abate, enjoin, or remove any such violation.
4. **Rights and Remedies Cumulative.** The rights and remedies provided herein are cumulative and in addition to any other remedies provided by law.

15.2710 SECTION 27.10 NO VESTED RIGHTS

Nothing in this Ordinance should be interpreted or construed to give rise to any permanent vested rights in the continuation of any particular use, district, zoning classification, or any permissible activities therein; and, they are hereby declared to be subject to subsequent amendment, change, or modification as may be necessary to the preservation or protection of public health, safety, and welfare.

15.2711 SECTION 27.11 SEVERANCE CLAUSE

Each portion of this Ordinance shall be deemed to be severable. Should any chapter, section, subsection, paragraph, subparagraph, sentence, or clause hereof be declared by a court to be unconstitutional, invalid, or be rejected by referendum or similar process, such holdings shall not affect the validity of this Ordinance as a whole or any part hereof, other than the part so declared to be unconstitutional, invalid, or rejected.

15.2712 SECTION 27.12 REPEAL OF PRIOR ORDINANCES

The Zoning Ordinance adopted by the Township of Grand Haven on June 20, 1973, and all amendments thereto, and the Ordinance entitled Access to Subdivided or Split Properties Ordinance, adopted by the Township of Grand Haven on January 9, 1978, and known as Ordinance No. 20 of the General Ordinance of the Township of Grand Haven, are repealed as of the effective date of this Ordinance. The repeal of the above Ordinances and amendments does not affect or impair any act done, offense committed, or liability incurred prior to the effective date of such repeal.

15.2713 SECTION 27.13 ADMINISTRATIVE LIABILITY

No officer, agent, employee, or member of the Planning Commission, Township Board or Township Board of Appeals shall be personally liable for any damage that may accrue to any person as the result of any act, decision, or other consequence or occurrence arising out of the discharge of duties and responsibilities pursuant to this Ordinance.

15.2714 SECTION 27.14 EFFECTIVE DATE

This Ordinance was approved and adopted by the Township Board of Grand Haven Charter Township, Ottawa County, Michigan, on February 22, 1999, after a public hearing as required pursuant to Michigan Act 184 of 1943, as amended, and after introduction and a first reading on February 8, 1999, and publication after such first reading as required by Michigan Act 359 of 1947, as amended. This Ordinance shall be effective on March 6, 1999, which date is the eighth day after publication as is required by Section 11a of Act 184, as amended, provided that the effective date shall be extended as necessary to comply with the requirements of Section 12 of Act 184, as amended. (amend. by ord. no. 320 eff. Sept. 24, 1999)