

- 1100** **ARTICLE XI, BUILDING PERMITS AND CERTIFICATES OF OCCUPANCY**
- 1101** **A.** **No structure shall be erected**, altered, or excavation started until a land use permit is issued by the Ordinance Enforcement Officer and a building permit is issued by the Houghton Lake Building Agency. Within five (5) business days, upon receipt of an application for a Land Use Permit, which is in satisfactory form, the Ordinance Enforcement Officer shall issue such permit with two (2) copies, original to the applicant, one (1) copy for his file and one (1) copy to the Supervisor. Permits shall be numbered.
- 1102** **B.** It shall be unlawful to use or permit the use of any building or premises or part thereof hereafter located, erected, changed, converted or enlarged wholly or partly until final approval is granted or issued certifying that the structure or use complies with this Ordinance and the state building code. Such occupancy permits shall be granted or denied within thirty (30) days from the date that a written application is filed with the building inspector or Ordinance Enforcement Officer.
- 1103** **C.** **Prior to the issuance of such certificate** of occupancy, the building inspector shall be satisfied that the building to be erected or that the alterations to be done shall comply in all respects with the building and health laws and ordinances and the provisions of these regulations. It shall be the duty of the applicant for such certificate of occupancy or permit to furnish to the building inspector such plans or other information as the building inspector may require in order to be reasonably satisfied that the building to be erected or altered will so comply. Fees shall be charged and paid to the appropriate authority upon the issuance by the building inspector of certificates of occupancy or building permits for all new construction projects, alterations, additions to, or repairs on all existing buildings or structures, to wit: as shall be determined by resolution of the Township Board.
- 1104** **D.** **The Houghton Lake Building Agency** and the Ordinance Enforcement Officer shall have the power to refuse, cancel or revoke (**red tag**) any Land Use Permit, in case the owner or his duly authorized agent has failed or neglected to meet the requirements of this Ordinance, or has made any false statement or representation in his application for the Land Use Permit.
- 1105** **E.** **A property owner failing to obtain a Land Use Permit**, project will be “Red Tagged” (Stop Work Order). **If a Land Use Permit** is not obtained **within five (5) days** of notification of violation, a **fine shall be** imposed, said fine will be doubled **after ten (10) days**, and court action will be sought. **All fees and fines shall be paid before the construction can proceed.**
- 1106** **F. Timeline for Completion.** Once a land use permit is issued, construction of the exterior of a structure must be completed within one (1) year. It is the responsibility of the Ordinance Enforcement Officer to ensure that the Land Use Permit has not expired prior to the completion of the exterior. The Ordinance Enforcement Officer may grant a twelve (12) month extension for good cause at the current established Land Use Permit rate. Additionally, the Ordinance Enforcement Officer may issue a second (2nd) twelve (12) month extension at the current established Land Use Permit rate. If exterior construction is not complete within this time frame the township will impose a Municipal Civil Infraction.