

ARTICLE II

ADMINISTRATION AND ENFORCEMENT

SECTION 2.01 Administration

The provisions of this Ordinance shall be administered by the Wheatland Township Planning Commission and the Wheatland Township Board in accordance with Act 168 of the Public Acts of Michigan of 1959, as amended, and Act 184 of the Public Acts of Michigan of 1943 as amended.

The Township Board shall appoint a Zoning Administrator to act as its officer to effect proper administration of this Ordinance. The individual selected, the terms of employment and the rate of compensation, shall be determined by the Township Board. For the purpose of this Ordinance, the Zoning Administrator shall have the powers of a police officer. The Township Board may appoint such assistants to the Zoning Administrator as may be necessary to aid the Zoning Administrator in the performance of his duties hereunder.

In the absence of the Zoning Administrator, the Township Board shall designate a qualified Zoning Administrator from another governmental unit who shall assume all the powers and duties of the Zoning Administrator.

SECTION 2.02 Duties of the Zoning Administrator

The Zoning Administrator shall:

A. Coordinate with the (County) Building Inspector in the review of all applications for Building Permits in order to approve or disapprove such application based on compliance with the provisions of this Ordinance and other codes and ordinances adopted by the Township Board.

B. Receive all applications for conditional use permits: conduct field inspections, surveys and investigations, prepare maps, charts and other pictorial materials when necessary or desirable, and otherwise process applications so as to formulate recommendations: and notify the applicant in writing or any decision of the Planning Commission.

C. Receive all applications for appeals, variance, or other matters which the Zoning Board of Appeals is required to decide under this Ordinance: conduct field

inspections, surveys and investigations, prepare maps, charts and other pictorial materials when necessary or desirable and otherwise process applications to the Zoning

Board of Appeals for determination.

D. Receive all applications for amendments to this Ordinance: conduct field inspections, survey and investigations, prepare maps, charts and other pictorial materials when necessary or desirable, and other applications so as to formulate recommendations; report to the Planning Commission all such applications together with recommendations.

E. Coordinate the updating of changes to the official zoning map of Wheatland Township.

F. Prepare and submit to the Township Board and Planning Commission a written record of activities during the year. The record shall state the applicant's name, location of property, intended use and nature of request. The minutes of the Planning Commission, Zoning Board of Appeals and Township Board meetings shall record the actions taken on each request.

G. Maintain written records of all other actions taken by the Zoning Administrator.

H. Be responsible for providing forms necessary for the various applications to the Zoning Administrator, Planning Commission, Township Board or Zoning Board of Appeals as required by this Ordinance and shall be responsible for what information is necessary on such forms for the effective administration of this Ordinance, subject to the general policies of the Township Board, Planning Commission and Zoning Board of Appeals.

SECTION 2.03 Duties of the Building Inspector/Building Permits

The Building Inspector referred to in this Ordinance is and shall be the Building Inspector appointed by the Township Board pursuant to the provisions of Act 230 of Public Acts of 1972, as amended, named the "State Construction Code" and the Building Inspector shall have and perform duties as therein set forth. **Wheatland Township has contracted with Hillsdale County to perform the duties as set forth under the Building Inspector function in this ordinance.**

A building permit is required for and shall be obtained from the Building Inspector prior to the construction, enlargement, alteration, conversion or moving of any building or structure or any part thereof, except for those buildings and structures exempted by Act 230 of the Public Act of 1972, the State Construction Code.

SECTION 2.04 Fees, Charges and Expenses

The Township Board shall establish a schedule of fees, charges and expenses, and a collection procedure for Conditional Use Permits, the review of site plans, ordinance amendments, variances and other matters pertaining to the Ordinance. The schedule of fees shall be posted in the Office of the Zoning Administrator and may be altered or amended by the Township Board only. No permit, certificate, conditional use approval or variance shall be issued until such costs, charges, fees or expenses have been paid in full, nor shall any action be taken on proceedings before the Board of Appeals, until preliminary charges and fees have been paid in full.

SECTION 2.05 Violations - nuisances per se

Any building or structure, including tents and mobile homes, which are erected, constructed, reconstructed, altered, converted, maintained or used, or any use of land or premises which is begun, maintained or changed in violation of any provision of this ordinance are hereby declared to be a nuisance per se.

SECTION 2.06 - Penalties

Any person or the agent in charge of such building or land who violates, disobeys, omits, neglects or refuses to comply with or resists the enforcement of any provision of this ordinance may be subject to penalties, fines, and/or imprisonment. Each and every day during which an illegal erection, construction, reconstruction, alteration, maintenance or use continues shall be deemed as separate offenses, the Township Board, the Township Planning Commission, the Township Zoning Administrator, the Board of Appeals, the Attorney of the Township or any owner or owners of real estate within the district in which such building, structure or land is situated may institute injunction, mandamus, abatement or any other appropriate action, actions or proceedings to prevent, enjoin, abate or remove any said unlawful erection, construction, maintenance or use.

SECTION 2.07 Enforcement of Zoning by Township Board

In addition to all other remedies provided herein, the Township Board, in the event they determine a structure, including tents and mobile homes, which are erected, constructed, reconstructed, altered, converted, maintained or used, or any use of land or premises which is begun, maintained, changed or abandoned in violation of any provisions of this Ordinance, may undertake the responsibility to correct the violation and to assess the land or premises for the cost thereof, which said assessment shall become a lien upon said land and shall be collected in the same manner as Township taxes in accordance with the law in such case made and provided.

SECTION 2.08 - Compliance Bond

In authorizing any variance, the erection of any sign, the issuance of any permit, except a Conditional Use Permit, the Township Board or the Zoning Board of Appeals, as the case may be, may require that a bond be furnished in favor of the Township to ensure compliance with the requirements, specifications, condition, regulations and provision of the variance or permit as the case may be.