CHAPTER 22
ADMINISTRATION AND ENFORCEMENT

Section 22.01. Zoning Administrator. Except as otherwise provided in this Ordinance or in other Township Ordinances, the Zoning Administrator shall administer and enforce this Ordinance, including the inspection of premises, the issuing of Zoning Permits, and other actions and proceedings for enforcement of the provisions of this Ordinance.

Section 22.02. Zoning Permit Required.

(a) It shall be unlawful for any person to commence excavation for, or construction of, any building, structure or parking area, or to make structural changes in any existing building or structure, without first obtaining a zoning permit from the Township Zoning Administrator. No building, plumbing, electrical, mechanical or other permit shall be issued until the Zoning Administrator has determined that the plans and designated use, will conform with the provisions of this Ordinance.

(b) The application for a Zoning Permit shall designate the existing or intended use of the structure or premises, or part thereof which is proposed to be altered, erected, or extended, and the number of dwelling units, if any, to occupy it. The application shall be accompanied by two accurate copies of drawings, drawn to scale, showing the actual lines, angles and dimensions of the lot to be built upon or used, and the exact size and location on the lot of all existing and proposed structures and uses, and other information necessary to demonstrate compliance with the ordinance. The Zoning Administrator may waive or vary portions of the foregoing requirements not necessary for determination of compliance with this Ordinance, or may require the submission of additional information which is necessary to make such a determination.

(c) One copy of the plans and specifications shall be filled in and retained by the Office of the Zoning Administrator, and the other shall be delivered to the applicant when the Zoning Administrator has approved the application and issued the permit.

Section 22.03. Occupancy. It shall be unlawful to use or permit the use of any structure or premises hereafter altered, extended or erected, until the Building Inspector shall have made an inspection of the premises and shall have approved the same for occupancy in writing. The Building Inspector shall not issue a certificate of occupancy until it has been ascertained that there has been compliance with all of the requirements of this Ordinance.

Section 22.04. Fees. All applicants for permits, special land use, rezoning, site condominiums, variances, site plan approval, and other land use review or approval required by this Ordinance, shall pay the fee and any escrow established by resolution of the Township Board from time to time. The Zoning Administrator, Planning Commission, Board of Zoning Appeals, and Township Board shall not consider any application for land use approval for which the required fee has not been paid, or any escrow maintained at the required level.

Section 22.05. Performance Guarantees.

(a) The Planning Commission, Board of Zoning Appeals, and Township Board are empowered to require, as a condition of land use approval, that the applicant give financial security to ensure that all roads, landscaping, public utilities, and other improvements associated with a development are made in full compliance with all Township ordinances and conditions placed upon such land use approval. The amount of such security may be up to the full amount of the estimated cost of the improvements.

(b) Security shall be in the form of a cashier's check payable to the Township, or by establishment of a performance bond or letter of credit in favor of the Township. Any performance bond or letter of credit shall, at a minimum: (i) be issued by a financial institution or insurer satisfactory to the Township; (ii) continue until the project is completed; (iii) and allow full or partial draws upon certification by the Zoning Administrator that improvements have not been completed as required.

(c) Upon certification by the Zoning Administrator that all improvements have been fully completed, the Zoning Administrator shall authorize the return of all cashier's checks, or give notice that security may be terminated. A partial reduction in the amount of security may be permitted in the Zoning Administrator's reasonable discretion, as improvements are completed.

(d) Upon premature termination or expiration of a bond or letter of credit posted as security, all work on an improvement shall be stopped until appropriate security is reestablished.

Section 22.06. Violations and Penalties.

(a) Any person, corporation or firm who disobeys, omits, neglects or refuses to comply with any provision of this Ordinance or any permit, license or exception granted hereunder, or any lawful order of the Zoning Enforcement Officer, Board of Zoning Appeals or the Township Board issued in pursuance of this Ordinance shall be in violation of this Ordinance. Any such violation is hereby declared to be a nuisance, per se.

(b) A violation of this Ordinance is a municipal civil infraction, for which the fine shall be not less than $100 nor more than $500 for the first offense and not less than $500 nor more than $1,000 for subsequent offenses, in the discretion of the Court, and in addition to all other costs, damages, and expenses provided by law. For purposes of this section, "subsequent offense" means a violation of the provisions of this Ordinance committed by the same person within 12 months of a previous violation of the same provision of this Ordinance for which said person admitted responsibility or was adjudicated to be responsible.

(c) Each day during which any violation continues shall be deemed a separate

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