

**ARTICLE 20:
ADMINISTRATION AND ENFORCEMENT**

20.1 ZONING ADMINISTRATOR

The provisions of this ordinance will be administered and enforced by the zoning administrator.

- A. Except as otherwise provided, the zoning administrator will administer and enforce this ordinance.
- B. The zoning administrator will be designated by the township board for such term and subject to such conditions and at such rate of compensation as the township Board determine.

20.2 ZONING PERMIT REQUIRED

- A. No person shall commence or proceed with the excavation or removal of soil, mineral or aggregate, or to commence with the filling in of ditches, drains or wetlands without first obtaining a zoning permit from the zoning administrator.
- B. No person shall commence or proceed with the excavation for foundation, erection, construction, reconstruction, conversion, structural alteration, enlargement, extension, razing, or moving of any building or structure, without first obtaining a zoning permit from the zoning administrator.
- C. The zoning administrator shall not issue a zoning permit for the construction, alteration, or remodeling of any structure or removal of soil, mineral or aggregate until an application has been submitted showing that the proposed activity complies with all of the provisions of this ordinance.
- D. A zoning permit will be issued when the planning commission, zoning administrator, board of appeals and/or township board have granted all approvals required under the terms of this ordinance and the proposed activity is determined by the zoning administrator to be in full compliance with the terms of this ordinance. Any property owners, developer, or applicant proposing any potential use or change of use of any lands within the township requiring a building permit shall first obtain a zoning permit. Allowed uses not requiring review or approval by the above responsible parties will also require a zoning permit. No building permit will be issued

nor any construction activities initiated without the zoning administrator having issued and the applicant receiving a zoning permit.

- E. Board of appeals approval: When the terms and provisions of this ordinance require authorization by the zoning board of appeals of a variance and such authorization is given, the application shall be marked approved by the board of appeals and a copy forwarded to the zoning administrator.
- F. Expiration of zoning permit: A zoning permit for a residential building for which all construction work has not been completed within one year from The date of its issuance will expire automatically. A zoning permit for any other building or structure for which all construction work has not been completed within two years from the date of issuance will expire automatically. A zoning permit expiring automatically pursuant to this subsection may, upon application, be renewable once for additional terms of one and two years, respectively (one year for single family dwelling, two years for any other building or structure). (20.02 amended May 9, 2007)

20.3 CANCELLATION OF ZONING PERMITS

The zoning administrator will have the power to revoke and cancel any zoning permit if there is failure or neglect to comply with all of the terms and provisions of this ordinance or if there were any false statements or misrepresentations in the application for the zoning permit. Notice of such cancellation and revocation will be securely posted on the construction, such posting to be considered as service upon and notice to the zoning permit holder of the cancellation and revocation of the zoning permit.

20.4 FEES

For each permit issued, a fee, to be established by the Clyde Township Board, will be paid to the zoning administrator, who will remit the same to the township treasurer. The payment of such fees is a condition precedent to the validity of the permit.

20.5 CERTIFICATION OF COMPLIANCE

No building or structure which is erected, moved, placed, reconstructed, extended, enlarged, or altered will be used in whole or in part until the owner thereof shall have been issued a certificate by the zoning administrator affirming that such building or structure

conforms with all respects to the provisions of this ordinance. Such certificates will be issued after the work is complete and final inspection has been made.

20.6 OCCUPANCY PERMIT - CERTIFICATE OF OCCUPANCY

No land, structure, or altered structure will be used or occupied until a certificate of occupancy is obtained from the building inspector. The building inspector will not issue a certificate of occupancy unless the proposed use is in compliance with the approved plans and specifications and is in accordance with any other relevant information submitted by the applicant to obtain required building and zoning permits. A record of all such certificates will be kept by the building inspector and a copy of all such certificates provided to the township clerk.