

ARTICLE 24
ADMINISTRATION AND ENFORCEMENT

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Section 24.10 Administration.

- A. The provisions of this Ordinance shall be administered by the Village Council for the Village of Mattawan in accordance with the State of Michigan, Act 207, of the Public Acts of 1921, as amended.
- B. The Village Council shall authorize the Zoning Official to act as its officer and, except as otherwise provided in this Ordinance, the Zoning Official or his/her representative shall administer and enforce this Ordinance, including the receiving and processing of applications for zoning permits, appeals for variances, or other matters the Zoning Board of Appeals or Planning Commission is required to decide. The Zoning Official or his/her representative shall also be responsible for the inspection of premises, the issuance of zoning permits, and institution of proceedings for the enforcement of the provisions of this Ordinance.

Section 24.20 Zoning Permits.

- A. It shall be unlawful for any person to commence excavation for any building or structure or to commence the erection, addition, alteration, or repair of any building, structure, or parking area or to repair or move any building or structure; and no land use shall be commenced until a zoning permit has been secured from the Zoning Official. Except upon written order of the Zoning Board of Appeals, no such zoning permit shall be issued for any building or structure

where the construction, addition, alteration, or use thereof would be in violation of any provision of this Ordinance.

- B. Exempted from the permit requirements are ordinary maintenance repairs made on all dwellings and their related accessory structures. These items include, but are not limited to painting, tuck-pointing, etc.

Section 24.30 Zoning Permit Applications.

- A. Application for a zoning permit shall be filed in writing with the Village signed by the person, firm, co-partnership, or corporation requesting the same or by the duly authorized agent of such person, firm, co-partnership, or corporation. There shall be submitted with all applications for zoning permits one (1) copy of a plot plan, giving accurate dimensions on either a scale drawing or a rough sketch. Drawings shall be required on all structures and shall contain the following information:

1. Legal Description.
2. Existing and intended use of the structure.
3. Lines and dimensions of the lots to be used.
4. Location upon the lot of all existing and proposed structures and any streets bordering the property.
5. Application for zoning permits under the provisions of this Ordinance shall be accompanied by evidence of ownership of all property affected by the coverage of the permit.
6. Evidence that all required federal, state, and county licenses or permits have been acquired or that applications have been filed for the same.

7. Other information with respect to the proposed structure, use, lot, and adjoining property as may be required by the Zoning Official.
- B. The written approval of the Village of Mattawan water and sewer department, when required, shall accompany the zoning permit.
 - C. In cases of minor alteration, the Zoning Official may waive portions of this foregoing requirements obviously not necessary for determination of compliance with this Ordinance.
 - D. Any permit required by this Ordinance shall be displayed within twenty-four (24) hours of its issuance by placing the same in a conspicuous place on the premises facing the nearest street and shall be continuously so displayed until all work is completed.

Section 24.40 Fees.

The Village Council may, from time to time prescribe and amend a reasonable schedule of fees to be charged to applicants wishing to rezone, seek site plan approval, seek a special use permit, seek variance approval, obtain a zoning permit, or seek other action or approval as described in this Ordinance, within the Village of Mattawan. Before the application is considered, the applicant shall deposit said fee with the Village. The Village shall recover costs associated with such applications in accordance with Village of Mattawan Ordinance 195, as amended.

Section 24.50 Certificate of Occupancy.

It shall be unlawful to use or permit the use of any structure or premises hereafter altered, extended, or erected, until the Zoning Official or his representative shall have made an inspection of the premises and shall have approved the same for occupancy.

Section 24.60 Violations; Penalties.

- A. A violation of this Ordinance is deemed to be a nuisance, per se. In addition to any remedies available at law, the Village may bring an action for an injunction or other process against any person to restrain, prevent, or abate any violation of this Ordinance.

- B. Any person, firm, or corporation who violates, disobeys, omits, neglects, or refuses to comply with or who resists enforcement of any provisions of this Ordinance upon conviction thereof before any court may be fined not more than nine hundred dollars (\$900), or imprisonment for not more than ninety (90) days at the discretion of the court with the cost of prosecution for each offense.

Section 24.70 Enforcement.

- A. The Zoning Official or his/her representative shall inspect each alleged violation, and shall order correction to the violator of all conditions found to be in violation of this Ordinance. A violation not corrected within a time period of not less than five (5) days or as determined by the Zoning Official shall be reported to the Village Council who may initiate prosecution procedures.

Section 24.80 Interpretation and Conflict.

In interpreting and applying the provisions of this Ordinance, the provisions shall be held to be the minimum requirements adopted for the promotion of the public safety, health, convenience, comfort, prosperity, and general welfare. It is not intended by this Ordinance to interfere with or abrogate or annul any easements, covenants, or other agreements between parties provided, however that where this Ordinance imposes a greater restriction upon the use of a building or land than existing easements, covenants, or other agreements, the provisions of this Ordinance shall govern or control. Whenever the requirements of this Ordinance differ from the requirements of other lawfully adopted rules, regulations, or ordinances, the most restrictive, or that imposing the higher standards, shall govern.