

ADDENDUM NO. 1

PROJECT: Hickory Woods Park Phase 1B Improvements

OWNER: Pittsfield Charter Township

LANDSCAPE ARCHITECT/ENGINEER Beckett & Raeder, Inc.  
535 W. William, Suite 101  
Ann Arbor, MI 48103

DATE: March 4, 2011

BID DUE DATE: March 15, 2011 (unchanged)

This Addendum is issued to inform Bidders of revisions to the Bidding Documents and to incorporate these changes into the Bidding Documents.

All requirements contained in the Bidding Documents shall apply to this Addendum and the general character of the work called for in the Addendum shall be the same as originally set forth in the applicable portions of the Bidding Documents for similar work unless otherwise specified under this Addendum.

The time of completion will not be affected in this Addendum.

This Addendum is hereby made a part of the Bidding Documents and shall be included in the Contract Documents.

On the Bid Form, the Contractor shall state the addendum number to acknowledge receipt of this Addendum. The Contractor's "Base Proposal Sum" shall reflect this Addendum.

**DRAWINGS:**

- AD1-1: Sheet A-2.0 (not reissued)  
"Drawing Notes", Note 1: Replace "Reinforced concrete trench footing" with "Reinforced concrete formed footing"
- AD1-2 Sheet A-3.0 (not reissued)  
"Drawing Notes", Note 23: Replace "Reinforced concrete pier trench footing" with "Reinforced concrete pier formed footing".

**SPECIFICATIONS:**

- AD1-3: Instruction to Bidders, Paragraph 11.A, "Permits"  
Replace "Owner shall reimburse Contractor for all permits fees. Contractor shall provide receipts indicating costs of permits. No mark up of permit fees will be allowed" with "Except for testing services explicitly assigned to the owner, the contractor shall secure and pay for all permits and governmental fees and assessments, licenses, and inspections and shall post all bonds, secure and pay for all permits, and pay all fees for work necessary for the proper execution and completion of the Work which are legally required at the time the Contract is executed."

AD1-4: Supplemental General Conditions, Paragraph 11, "Permits"

Replace ""Owner shall reimburse Contractor for all permits/inspection fees. Contractor shall provide receipts indicating costs of permits. No mark up of permit fees will be allowed" with "Except for testing services explicitly assigned to the owner, the contractor shall secure and pay for all permits and governmental fees and assessments, licenses, and inspections and shall post all bonds, secure and pay for all permits, and pay all fees for work necessary for the proper execution and completion of the Work which are legally required at the time the Contract is executed."

**OTHER:**

Attachment A: Pre-bid meeting summary

Attachment B: Pre-bid sign in sheet

Attachment C: Bidders questions and related answers.

Attachment D: Permit Fee Information

- END OF ADDENDUM -

## **PITTSFIELD CHARTER TOWNSHIP**

### *Hickory Woods Park Phase 1B Improvements*

Pre-bid Meeting Minutes

March 1, 2011

2:00 p.m..

#### **1. Introductions**

Heath Hartt – Senior Civil Engineer, Beckett & Raeder, Inc.

Dan Cooperider – Parks & Recreation Director, Pittsfield Charter Township

#### **2. Project Overview**

The work includes, but is not limited to, site preparation, soil erosion/sedimentation control, miscellaneous demolition, clearing and grubbing, earthwork, pond enhancements, drainage system installation, concrete sidewalk, asphalt paths, gravel paths, asphalt drive, asphalt parking lot, regulatory signage, site furnishings, restroom building and associated services, and landscaping. The project is funded through a Michigan Natural Resources Trust Fund Grant. There are several alternates that are included within the project documents.

#### **3. Bid due date – Tuesday, March 15, 2011**

#### **4. Bid requirements**

Bid Form shall be submitted in duplicate and include the base proposal, pricing of alternates, unit pricing, acknowledgment of addenda issued and statement of non-collusion. Each proposal shall be accompanied by a bid guarantee in the form of a certified or cashier's check or bid bond in the amount of 5% of the base bid. The Bidder shall purchase at least one set of Bidding Documents, consisting of Drawings and Specifications.

#### **5. Contract Times**

Notice of Intent to Award on April 14, 2011. Substantial Completion by October 31, 2011. Shorter Completion noted for pedestrian pathways, pond improvements & stormwater improvements to be completed by August 1, 2011. Refer to Specifications Section 011000, "Summary".

#### **6. Prevailing Wage Requirements**

Davis-Bacon Prevailing Wage and Pittsfield Charter Township Code, Chapter 21 Living Wage shall both apply to this project

#### **7. Permits**

All permits shall be paid by the contractor awarded the contract. This is a change from the issued bid documents and a addendum to be issued to that effect. Anticipated permits include SESC, Utilities (Sanitary, Water, Storm), Building Permits (Building, Electrical, Plumbing), ROW, and NPDES. See attached "Permit Information" for list of anticipated permits and cost information.

#### **8. Addendums**

There will be an addendum issued which will include the minutes from this meeting, as well as a list of attendees. Additionally, there will be any required clarification drawings, sketches and specification amendments, as well as any response items resulting from contractor questions. The final date for contractor questions shall be March 9, 2011. All questions shall be emailed to Heath Hartt with Beckett & Raeder, HHartt@BRIA2.com.

#### **9. Questions/Comments**

See Attached "Bidders Questions" for response to questions received.

1-Mar-11

[illegible]





## **Hickory Woods Park Phase 1B Renovations**

### **Response to Bidder Questions**

Beckett & Raeder, Inc.

Current 03.03.2011

- 1. There are reported costs being reflected on the construction bid sites, is there an Engineer's Estimate available?** An Engineer's estimate has not been provided. Any references to costing through bid agencies were not provided by the owner or design team.
- 2. Will testing be provided by the owner?** The owner will provide geotechnical testing as specifically referenced in the specifications. All other testing will be the responsibility of the contractor including any testing as required for permits.
- 3. Would an alternate footing/foundation design be allowed? There are references in the drawings which conflict with the type of footing required.** The contractors shall base their bid according to the bid documents. The footings required are formed footings and any statements that conflict will be corrected through addenda.
- 4. Could a proposal for signage be submitted separately?** The installation of the signage is an owner items to perform as indicated in the drawings. The township has adequate manpower to self perform these tasks and any proposal for signage would not be included within this contract.
- 5. Can unit cost pricing be submitted by only the lowest bidders?** All unit pricing information shall be included with each proposal received.
- 6. When will the first Addendum be issued?** It is anticipated that addendum #1 would be issued prior to the end of the week of the PreBid meeting and will include the minutes of meeting and the sign-in sheet of those in attendance.



**PITTSFIELD CHARTER TOWNSHIP**  
**Permit Application for Utility Construction**  
**Ordinance No. 253**  
**6201 W. Michigan Avenue, Ann Arbor, Michigan 48108**  
**734-822-3109**

Permit Number	<b>USW</b> <span style="border: 1px solid red; padding: 2px;">Attachment D</span>
Date Paid	
Administrative Fee Paid (Non-Refundable)	\$ 500.00
Permit Fee Paid (Escrow)	\$

Name of Project \_\_\_\_\_  
Location \_\_\_\_\_  
Description of Project \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Owner \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip Code \_\_\_\_\_  
Representative \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_

Engineer \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip Code \_\_\_\_\_  
Representative \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_

Contractor \_\_\_\_\_  
Address \_\_\_\_\_  
City, State, Zip Code \_\_\_\_\_  
Representative \_\_\_\_\_  
Phone \_\_\_\_\_ Fax \_\_\_\_\_

**I represent that the foregoing application is correct and agree to pay the fees required.**

**Signature of Owner:** \_\_\_\_\_

MDEQ-Water Permit No. \_\_\_\_\_

MDEQ-Sewer Permit No. \_\_\_\_\_

Date of Issue \_\_\_\_\_

Date of Issue \_\_\_\_\_

MDEQ-Wetlands Permit No. \_\_\_\_\_

Date of Issue \_\_\_\_\_

Estimated Cost of Utilities:	Water Main	\$
	Sanitary Sewer	\$
	Storm Sewer	\$

Approved By:

Utilities Director \_\_\_\_\_ Date \_\_\_\_\_

Engineer \_\_\_\_\_ Date \_\_\_\_\_

All Construction shall conform to Pittsfield Township Utility Regulation Ordinance No. 253 (effective November 25, 2002) and the most current Engineering Design Standards. The Township Engineer's specifications for construction in Pittsfield shall be used when the above may not apply. This permit is not valid unless signed by the above.

**See Next Page for Fees and Conditions**  
**Procedures For All Utility Construction**



1. Applicant is strongly encouraged to contact the Utilities Director at 734-822-2109 for procedure. No work can be started until the permit is approved.
2. Applicant completes the permit application and submits a hard copy of the proposed construction schedule.
3. An administrative and permit fee shall be paid at the time the application is filed. The Proprietor shall provide an itemized utility installation cost estimate that will be reviewed by the Township Engineer per Section 4.1 of the Township Utility Installation Ordinance. The Township shall charge all Township review and construction administration expenses related to the installation, acceptance and dedication of the utilities permitted, including but not limited to shop drawing reviews, construction observation, punch lists and legal expenses.

a. Non-Refundable Administrative Fee = \$500.00

b. Escrow Deposit

~ All utilities not under the final control of other agencies:

<b>Utilities Cost Estimate</b>	<b>Permit Fee</b>
\$0 to \$50,000	\$10,000
\$50,001 to \$200,000	13% but not less than \$15,000
Over \$200,001	10% but not less than \$30,000

~ Drainage facilities to be reviewed and inspected by Pittsfield Township for the WCDC. Facilities reviewed and inspected for the WCDC require a final inspection to be conducted by the WCDC.

8% of Cost Estimate to Construct the Utility

The Township may unilaterally adjust the amount to be deposited. If the Township at any time determines the amount in the account to be inadequate, 30% or below of original escrow, the Township may direct the applicant in writing to deposit additional sums in \$4,000.00 increments. Any such request shall, however, be accompanied by an up to date billing statement. Such additional funds shall be delivered to the Township within fourteen (14) days of the date of written request to Proprietor. In the event the funds in the escrow account are depleted and not timely supplemented as stated above, then a stop work order shall be issued and no permits or certificates of occupancy shall be issued to the Proprietor for any work on the subject project.

4. Depending on the size and scope of the project, the Utilities Director will make a decision as to how the project will be handled.
  - a. Relatively small improvements will be handled by the Field Foreman.
  - b. Construction of any water main and/or sanitary sewer which is designed or intended to serve two or more buildings, or designed for a fire hydrant will be processed by the Township Engineer.

5. Once plans are approved by the Department, the applicant will submit sufficient plans to be forwarded to MDEQ.
6. Once all approvals are secured, fees paid, pre-construction meeting held, and shop drawings approved, the Department will issue the Utility Construction Permit.
7. Appropriate easements must be approved by the Township Engineer and recorded prior to final acceptance of Township utilities.

**No Work Can Be Started Until The Permit Is Issued**

**PITTSFIELD CHARTER TOWNSHIP**  
**SOIL EROSION FEE SCHEDULE**

GENERAL

Combined fees for the soil erosion control program are as follows:

1. A non-refundable \$300 administration fee,
2. An Escrow Amount of \$5000 for minor projects and \$10,000 for major projects. A minor project will be a project no more than 5 Acres in size of disruption and a major project will be a project larger than 5 Acres in size of disruption. This escrow account will be evaluated by Pittsfield Township when there is approximately 30% remaining in the account and if deemed necessary by Pittsfield Township the account will require a deposit in the amount of half of the original escrow amount (\$2,500 or \$5,000) to remain active. If the escrow account becomes inactive, then an additional \$300 administration fee will be charged to re-activate the account. Remaining funds in the escrow account will be released when the project is complete, all permanent measures are installed and functioning, temporary measures are removed and final inspection has been approved.
3. A Performance Guarantee in the form of cash or check will be required to be submitted with the permit application. Funds will be released when the project is complete, all permanent measures are installed and functioning, temporary measures are removed and final inspection has been approved. The performance guarantee shall be \$500 per acre disturbed, with a minimum of \$2,000 per project.
4. If a minor project consists of earth changes for a proposed or already existing single private residence, landscaping activities that require a Soil Erosion and Sedimentation Control permit, or agricultural practices other than the plowing and tilling of fields for crop reduction, then the administrative fee, the escrow and the performance guarantee will be half the amounts stated above.

Pittsfield Charter Township  
**Department of Building Safety Fees**  
 Building & Housing Inspection

Form #2

## I. Building Permit Fee Schedule

All permits include a \$25 non-refundable application fee.

Revised 06/11/08

Total Valuation	Fee
\$1 to \$3,000	\$60
\$3,001 to \$10,000	\$60 for the first \$3,000 plus \$10 for each \$1,000 over \$3,000
\$10,001 to \$50,000	\$130 for the first \$10,000 plus \$8 for each \$1,000 over \$10,000
\$50,001 to \$250,000	\$450 for the first \$50,000 plus \$7 for each \$1,000 over \$50,000
\$250,001 to \$1,000,000	\$1,850 for the first \$250,000 plus \$6 for each \$1,000 over \$250,000
\$1,000,001 and above	\$6,350 for the first \$1,000,000 plus \$5 for each \$1,000 over \$1,000,000
Cancellation of Permit & Refund Request	A written request must be submitted to the Building Official prior to the expiration date of the permit. (see refund of fees)

The Certificate of Occupancy fee is included in the Building Permit fee for new construction.

For minor improvements the following construction values will be applied;

Project Description	Minimum Values
Basement Finish	\$20 per square foot
Concrete Flat Work	\$5 per square foot
Porches w/roof	\$20 per square foot
Porches/Decks w/o roofs	\$13 per square foot (+ \$2 sq.ft for composite decking)
Screened Porches /Gazebo's	\$20 per square foot
R3 Accessory Structures w/o concrete floor Sheds, Garages, Pole Barns	\$15 per square foot

Page 2

Building Permits **Do Not** cover the associated installation or changes to electrical, mechanical or plumbing work.

**Work Started Prior to the Issuance of a Permit** - all work started prior to the issuance of the Building Permit will be assessed an administrative fee; that is equal to the cost of the permit but not greater than \$500.

## II. Plan Review Fees:

New Residential - per unit (Includes Duplex's & Townhouses)	\$ 50
Minor Plan Reviews or Minor Revisions	\$ 15
Commercial Plan Reviews	\$100 min.

Plan reviews completed by township staff will be charged: \$100 minimum plus \$50 per hour after the first hour.

Plan reviews performed by private consultants: 1.2 times the actual cost of the plan review with a \$100 minimum.

Applicant is responsible for all plan review cost incurred by the Township even if the project is canceled.

## III. Other Building Permits

Demolition Residential Accessory Buildings	No Charge
Demolition*	\$60
Fence**	\$35
Residential Re-Roof	\$35
Signs (under \$1,000)	\$35
Structure Moving* (moving permit fees do not apply to modular homes or the new foundation)	\$60
Hot Tub/Spa/Above Ground Pools **	\$60
Modular Home (does not include site built improvements)	\$35
Sales Trailer/Construction Trailer*	\$60
Change of Use Permit**	\$100
Industrial & Commercial Annual Trade Permits (quarterly initial inspections)	\$250
Barrier Free Ramps for one and two family dwellings	No Charge
Permit Renewal (request must be in writing and only can only be renewed twice)	\$25

\* (Performance Bond is required)

\*\* (Includes Zoning Compliance, Construction Document Building Code Review and One Inspection)

Page 3

Building permits for pools must include the protective barrier. The final building inspection on a pool will not be completed until after the required pool barrier has been inspected and approved.

#### IV. Inspection Fees

Re-inspection	\$30
Additional Inspection	\$35
Compliance Inspection (w/certificate)	\$60
Special Inspections (conducted after business hours, weekends, Holidays)	\$70
Code Inspection	\$35
Abandoned or Vacant Structure Inspection	\$35
Building Safety/Fire Inspection	\$100
Liquor License Building Inspection	\$100

#### V. Other Charges

Residential Certificate of Occupancy (remodel, additions, renewals & replacements)	\$15
Residential Temporary Certificate of Occupancy*	\$60
Commercial Certificate of Occupancy (remodel, additions & replacements)	\$100
Commercial Temporary Certificate of Occupancy and Renewals*	\$100
Construction Board of Appeals	\$150

#### VI. Performance Bonds (\*)

Residential Temporary Certificate of Occupancy Bond (per item)	\$500
Commercial Temporary Certificate of Occupancy Bond (minimum)	\$1,000
Demolition Bond	\$5,000
Structure Moving	\$5,000
Sales Trailer/Construction Trailer Bond (Max. 10' x 40')	\$500
Applicant Performance Bond	\$500

The applicant performance bond is required for each permit issued to an applicant that has been notified and has failed to act in good faith to complete expired uncompleted permits within the Township.

## VII. Refund of Fees

Prior to the permits expiration date, the applicant may submit for a refund. The request must be in writing and all fees will be refunded except: the application fee and 25% of the permit fee plus \$35 for each inspection that was completed.

## VIII. License Registration Fees (once per license cycle)

Builder License	\$15
Maintenance/Alteration Contractor's License	\$15
Mobile Home Installers License	\$15
Plumbing Contractor	\$15
Mechanical Contractor	\$15
Electrical Contractor	\$15
Sign Contractor	\$15
Fire Alarm Contractor	\$15

## IX. Housing Fees

### Registration Fees

Initial Property Registration	\$50
Unregistered Rental Violation	\$150

### Rental Certification Inspections

Per Building Re-Certification Inspection Fee (Prior to Expiration of Current Certificate)	\$50
Per Unit Re-Certification Inspection (Prior to Expiration of Current Certificate)	\$25
Per Building Re-Certification Inspection Fee (After Certificate has Expired)	\$60
Per Unit Re-Certification Inspection Fee (After Certificate has Expired)	\$35
One & Two Family Detached (Prior to Expiration of Current Certificate)	\$100
One & Two Family Detached (After Certificate has Expired)	\$150

### Other Fees

Re-Inspection Fee (free if completed within 7 days of initial inspection)	\$20
Broken Appointment	\$20
No Access/Lock Out Per Unit	\$10
Per Room for Hotel/Motel, Bed/Breakfast, Rooming House	\$10
Tenant Complaint Inspection (TCI)	\$25
TCI - Cited Violation Re-Inspection Fee (Landlord is responsible for fee)	\$35
Search Warrant Fee	\$200

Page 5

Pittsfield Charter Township

## Department of Building Safety Fees

Building &amp; Housing Inspection

### X. Electrical Fees

Application Fee (non refundable)	\$25
Service Temp.-200 Amp	\$11
Service over 200 Amp thru 600 Amp	\$16
Service over 600 Amp thru 800 Amp	\$21
Service over 800 Amp thru 1200 Amp	\$27
Service over 1200 Amp GFI Only	\$53
Circuits	\$6
Lighting Fixtures – per 25	\$7
Dishwasher	\$6
Furnace – Unit Heater	\$6
Electrical Heating Unit (baseboard)	\$5
Power Outlets (Ranges, Dryers, etc.)	\$8
Signs	\$27
Air Conditioning	\$21
Lift Pumps	\$21
Feeder-Bus Ducts, etc –per 50'	\$7
Units up to 20 K.V.A. or H.P.	\$7
Units 21 to 50 K.V.A. or H.P.	\$11
Units 51 to K.V.A. or H.P. or Over	\$13
Fire Alarms (per device) – Minimum \$45	\$6
Energy Retrofit – Temp Control	\$35
Conduit only; or grounding only	\$35
Swimming Pools/Hot Tubs	\$35
Mobile Home Park Site Feeder Connection	\$27
Pedestals Only	\$16
Special Safety Inspection	\$35
Additional Inspection	\$35
Re-Inspection	\$30
Final Inspection	\$35
Commercial Plan Review –Minimum (See Plan Review Fees)	\$100
License Registration (Per cycle)	\$15



Page 6

Pittsfield Charter Township

## Department of Building Safety Fees

Building &amp; Housing Inspection

### XI. Mechanical Fees

Application Fee (non-refundable)	\$25
Residential Heating System (includes duct & pipe)	
<i>New Buildings Only (see section VII)</i>	\$53
Gas/Oil Burning Equipment (Furnace)	
<i>New and/or Conversion Units</i>	\$30
Residential Boiler ( <i>see section VII</i> )	\$30
Water Heater	\$27
Solid Fuel Equipment/Gas Burning Fireplace (includes Chimney)	\$32
Chimney, Factory Built (installed separately)	\$48
Gas Piping; each opening-new installation (Residential)	\$6
Pressure Test (Required for Natural and LP)	\$32
Air Conditioning (includes split system)	\$30
Fans; Bath & Kitchen exhaust	\$15
Tanks- *LP Requires pressure test #10 (above ground/underground)	\$25
Heat pumps	\$32
Humidifiers/Air Cleaner	\$6
Piping / Process piping (minimum \$25)	\$.05/ft
Duct (minimum \$10)	\$.10/ft
Air Handlers; Under 10,000 CFM	\$20
Air Handlers; Over 10,000 CFM	\$60
Commercial Hoods	\$32
Heat Recovery Unit	\$11
V.A.V. Boxes	\$11
Unit Ventilators	\$11
Unit Heaters (Terminal Units)	\$32
Fire Suppression/Protection (minimum \$45)	\$.75 per head
Evaporator Coils	\$32
Refrigeration (Split System)	\$32
Chiller	\$32
Cooling Towers	\$32
Compressor	\$32
Mobile Home Park – Each Site	\$15
Special Safety Inspection	\$35
Additional Inspection	\$35
Re-Inspection	\$30
Final Inspection	\$35
Commercial Plan Review –Minimum (See Plan Review Fees)	\$100
License Registration (per cycle)	\$15

Page 7

Pittsfield Charter Township

## Department of Building Safety Fees

Building & Housing Inspection

### XII. Plumbing Fees

Application Fee (non refundable)	\$25
Fixtures, floor drains, special drains, water connected appliances	\$6 each
Water treatment/ filtering system	\$27
Stacks (soil, vent and conductor)	\$6 each
Sewage ejectors, sumps	\$6 each
Water Heater	\$27
Water Service - less than 2"	\$27
Water Service – 2" and over	\$53
Connection – building drains/ building sewers	\$6
Sewers; (sanitary, storm, or combined)	\$27
Pressure Test (water & DWV)	\$6 each
Manholes, Catch Basins	\$6 each
<i>Water Distribution Pipe Systems</i>	
¾" Water Distribution Pipe	\$5
1" Water Distribution Pipe	\$10
1 ¼" Water Distribution Pipe	\$15
1 ½" Water Distribution Pipe	\$20
2" Water Distribution Pipe	\$25
Over 2" Water Distribution Pipe	\$30
Back-flow preventer	\$5 each
Medical Gas System	\$45
Special Safety Inspection	\$35
Additional Inspection	\$35
Re-Inspection	\$30
Final Inspection	\$35
Commercial Plan Review – Minimum (See Plan Review Fees)	\$100
License Registration (Per Cycle)	\$15

Page 8

Pittsfield Charter Township

## Department of Building Safety Inspection Schedule

### XIII. When Required:

**Building Inspections** - shall basically follow the schedule below to the extent applicable:

**Footing:** Prior to placement of concrete, after all forms, reinforcement, stanchions, piers or trenches are in place.

**Foundation Reinforcement:** Prior to placement of concrete, after wall forms are set and all required reinforcement has been installed and securely tied in place.

**Backfill:** Prior to placement of backfill soil, so inspector can check drain tile, stone, damp-proofing and/or waterproofing, exterior insulation where provided.

**Subsoil:** For house and attached garage, prior to placement of concrete floors, after trade undergrounds are inspected and approved, if applicable. Floor base, vapor retarder and radon venting must be installed. Also walkout basement slab insulation.

**Masonry:** Inspection prior to the installation of masonry veneer and after the installation of the base course flashing and weather-resistant sheathing paper as specified and after completion of masonry construction to verify weep holes and flashing as required.

**Rough Frame:** Prior to concealing any framing, after the Electrical, Mechanical and Plumbing rough inspections have been approved.

**Fire-Resistance Rated Construction:** When fire-resistance rated construction is required, after lathing/ wallboard is in place, prior to covering joints and fasteners with plaster, or taped and finished.

**Insulation:** After the insulation is installed and prior to the installation of dry wall or other wall surface coverings.

**Drywall:** After fasteners are installed and before taping and finishing.

**Fireplace (Masonry):** When the damper and the first flue liner are in place.

**Final:** After the Electrical, Mechanical, Plumbing final inspections have been approved. Prior to the building being occupied.

Page 9

Pittsfield Charter Township

### **Inspections When Required:**

#### **Electrical Inspections**

- Temporary service
- Permanent service
- Underground, before covering
- Rough, before any work is covered
- Final

#### **Mechanical Inspections**

##### **Heating**

- Underground, propane gas lines prior to concealing
- Rough, all duct work including that under the concrete slabs, before concealing.
- Pre-Fab Fireplace Rough, before any work is covered. (Must provide Manufacturer's Installation book for inspections.)
- Rough, before any work is covered.
- Pre-Fab Fireplace Final
- Final

##### **Air Conditioning**

- Rough, needed if concealed.
- Final, only if not concealed.

##### **Gas Test**

A gas pressure test is required on all gas lines.

#### **Plumbing Inspections**

- Sewer (including private sewer from house to tank) and water service inlets.
- Underground, before covering.
- Rough, before any work is covered.
- Final

## Washtenaw County Road Commission Permit & Administrative Fee Schedule

### **Construction Permits:**

Residential Driveway Approach, Urban (curbed).....	\$50
Residential Driveway Approach, Rural (shoulder/ditch).....	\$100
Upgrade Residential Driveway Approach .....	\$40
Shared Residential Driveway Approach.....	\$100
Commercial Driveway Approach .....	\$200
Private Road Approach.....	\$200
Public Road Approach.....	\$200
Farm Field Driveway Approach .....	\$50
Temporary Construction Driveway Approach.....	\$150
Overhead Utility Installation .....	\$200
Underground Utility Installation.....	\$200
Utility Service Connection.....	\$125
Sanitary, Water Main, or Storm Connection.....	\$200
Open Cut Road Crossings.....	\$250
Bore Road Crossings .....	\$150
Grading/Drainage .....	\$100
Soil Borings .....	\$75
Landscaping.....	\$50
Vegetation Removal/Trimming (Trees, Stumps, Brush, Limbs) .....	\$0

### **Transportation Permits:**

Single Move.....	\$25
Single Move, Multiple Trips.....	\$50
Extended Transportation.....	\$100
Mobile Home, Single Move.....	\$100
Mobile Homes, Extended Transportation .....	\$100
Building & Special Load Move .....	\$100
Designated Haul Route .....	\$200 + \$100/MILE

### **Special Use Permits:**

Road Closure/Parade .....	\$40
Banner/Decorations .....	\$0
Monitoring Well .....	\$40
Surveying.....	\$40

### **Annual Blanket Permits:**

Municipality.....	No Charge
Public Utility.....	\$250
Surveying.....	\$50

### **Plan Review & Field Inspection**

Commercial Driveway / Private Road / Public Road Site Plan Review .....	\$500
Traffic Impact Study Review.....	Actual costs

*Regular Time* – Regular work hours are 7:00 a.m. to 3:30 p.m., Monday thru Friday, except on holidays observed by the Road Commission. Costs will be billed at the current hourly rate for the employee and equipment involved, plus fringe benefits and overhead.

*Overtime* – Costs will be billed at 1½ times the current hourly rate for the employee involved, plus the regular rate for the equipment involved, plus fringe benefits and overhead.

An inspection fee in the amount of 3% of the approved estimate of construction, \$500 minimum, will be required prior to the issuance of construction permits with the exception of residential and farm field driveways.

The applicant will be liable for any and all permit review and inspection fees, unless otherwise noted on the permit application. An invoice with an itemized statement will be generated for deficit accounts on a monthly basis. Any unexpended fund balance will be refunded following the completion of work. Non-payment of an invoice will result in suspension of the review process or a Stop Work Order during construction.

### **Miscellaneous Fees:**

Winter Maintenance (Security Deposit).....	\$500 per Sub/Corp Park + \$100/mile
Private Road Sign Package (Stop & Road Name Sign) .....	\$310
Truck Operator's Map .....	1 <sup>st</sup> Free/Additional \$2
"Procedures & Regulations For Permit Activities" .....	\$15
"Procedures & Requirements For Designated Haul Routes" (1998) .....	\$5
Non-Compliance Fee.....	Treble Damages
Appeal Fee.....	\$40
Traffic Control Signs .....	Varies

### **Notes:**

1. Permit fees are to be paid when the original application for the permit is filed.
2. Cash advances, as determined by the Road Commission, will be paid by the applicant prior to permit issuance.