

SCOPE OF SERVICES

To perform its obligations under this contract, Smrcina Inspections LLC agrees to perform the job functions in a manner consistent with the provisions of Chapter SPS 320 through 325 of the Uniform Dwelling Code for all **new site built dwellings, additions and alterations and installed manufactured dwellings and homes** in the contract area and Chapter 327 of the Camping Unit Code.

A. Scope of Projects:

- 1) The determination of what constitutes a dwelling will normally be made by the applicable local zoning agencies. In the absence of such a determination, structures of less than 100 square feet or fabric construction will not be considered dwellings for the purpose of this contract.
- 2) A UDC Permit and inspections are required for all:
 - * New stick-built homes.
 - * New Modular homes (UDC).
 - * New Manufactured homes (Mobile Homes-HUD).
 - * New Amish cabins.
 - * Any new cabin, barn, pole barn, garage, shed, structure, building used as a dwelling (if slept in it is a dwelling).
 - * Any addition or alteration to an existing dwelling that the sq. footage or the dollar amount would exceed the amounts on the Ordinance.
 - * Any building that was not a dwelling but is going to be changed over to a dwelling. IE: A barn that had cows in it and is now going to be changed into a dwelling. This is called a "change use" of a building and is looked as a new dwelling.

B. Municipal Requirements: Smrcina Inspections LLC shall not enforce other municipal or county requirements through this contract other than checking for Sanitary Permit requirements.

C. Inspections - Smrcina Inspections LLC shall:

- 1) Perform inspections per s. SPS 320.10.
- 2) If noncompliance orders are issued and the noncompliance's are not brought into compliance the Township and/or State will be contacted to address the project.
- 3) Project information will be available to the Township upon request by the Township.

TIME, COST AND ADMINISTRATION

A. Fees are collected from Permit applicants, upon submittal of the Wisconsin Uniform Building Permit Application or when the number of inspection trips requested exceeds Eight (optional). Fees are not to exceed the amount as per attached fee schedule.

Other fees, limits and conditions:

1. Fees for manufactured dwellings with a Wisconsin Insignia affixed shall be 2/3 of the normal fee for any closed-panel manufactured areas and full fee for site-built areas.
2. Additional 25% fee if dwelling started prior to Permit issuance.
3. A basement with a finished ceiling is considered a finished basement.

4. When a permit is more than two years old and the dwelling exterior is not completed or there are unfinished critical health or safety items, a fee of 25% of the normally applicable fees will be due to renew the Permit.

5) NOTE: NO FEES OF ANY KIND ARE REQUIRED TO BE PAID TO SMRCINA INSPECTIONS LLC FROM THE TOWNSHIP OF HICKORY GROVE.

- B. An additional \$33 shall be charged to the permit applicant to purchase and assign a Permit Seal to each new dwelling.
- C. Payment to Smrcina Inspections LLC shall be by the Building Permit applicant upon submittal of the Wisconsin Uniform Building Permit application or upon additional inspection request by the applicant.

**TOWNSHIP OF HICKORY GROVE
FEE SCHEDULE**

- | | |
|--|---------------------------------|
| 1. Finished interior up to 800 square feet | \$275.00 |
| 2. Finished interior greater than 800 square feet | .25 Cents sq. ft. |
| 3. Basement (unfinished), Foundation | 0.10 cents square foot |
| 4. Deck, porch, attached garage or carport | 0.10 cents square foot |
| 5. Each inspection trip in excess of 8 (optional) | \$75.00 each trip |
| 6. Permit seal (to DSPTS) | \$33.00 |
| 7. If there is no change in square footage (IE: only a new heating system installed) then the fee will be per inspection trip. | \$75.00 each trip |
| 8. Manufactured Homes (Mobile Hm.) no basement, 3 inspection trips, | \$275.00 |
| Each inspection trip in excess of 3 (optional) | \$75.00 |
| 9. Manufactured Homes and dwellings (Mod & Mobile Hm.) w/Basement | 2/3 rd #1 & #2 above |
| 10. Permit to Start. | \$50.00 |
| 11. Minimum Permit Fee | \$100.00 |
12. Under the new Electronic Building Permit Law Act 211 permit applicants are required to apply and file their Uniform Dwelling Code Permit Application electronically on the State website, at that point the Code Official will then review the application.
 IF the applicant can't access the website and they need the Code Official to fill out the application in its entirety there will be an additional flat fee charge of \$200.00.
 IF the applicant partially fills out the application and the Code Official is required to update or make corrections to the application then the additional charge will be a flat fee of \$100.00.
 IF the applicant fills out the Building Permit in its entirety and no corrections are required by the Code Official then there are NO additional fees.

Note: The permit fees cover all calls, meetings, plan review, inspection trips, travel, reporting to the State and Township. Fees cover the project from start to finish.