



COUNCIL ACTION SUMMARY SHEET

MEETING DATE: January 12, 2026

TOPIC Amendment #1 to Agreement to Provide Building Inspection Services

BACKGROUND BRIEF:

Council is scheduled to consider approving Amendment #1 to the Agreement to Provide Building Inspection Services. This Amendment removes the Township's fee of \$500 per user for the Township's BS&A permit system and adds a fee of \$75.00 if the Village opts to have the Township Building Department review permit applications for zoning compliance for small residential projects.

These changes to the Agreement support the recommendations of the Building Services Review Ad Hoc Committee.

SUMMARY OF PREVIOUS COUNCIL ACTION:

12/08/2025 – Council directed the Village Manager to set up a meeting with the Township Building Official, Village Planner, Village Manager, and three Council Members to review the current services agreement with the Township to determine if it is still applicable, is the agreement still being followed, and what can be done to improve the service provided to Village customers, with a report back to Council with any recommendations at the January 12, 2026, regular Village Council meeting. Council appointed President Rutt, President Pro Tem Ford, and Council Member Lamb to the Committee.

FINANCIAL IMPACT:

The revised Agreement would eliminate the annual \$500 BS&A software fee per Village user.

RECOMMENDED MOTION:

To approve Amendment #1 to the Agreement to Provide Building Inspection Services between the Village of Lake Orion and Orion Charter Township to amend the following sections of the Agreement to read as follows:

11. The Township grants the Village access to Township Building Department B S&A software services for the purpose of facilitating building permits, inspections, and related administrative tasks.

EXHIBIT A

5. Residential Zoning Review for small projects, decks, accessory structures and single family homes.....\$75.00

All other provisions of the current Agreement shall remain unchanged. The Village Manager is authorized to execute this amended Agreement on behalf of the Village.