



Ultra Creative Concepts

8750 E. Houghton Lake Dr., Houghton Lake, MI 48629
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Website: www.ultracreativeconcepts.com

The Ultra Crawl Space Vent®



INSTALLER BINDER

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Ultra Creative Concepts would like to thank you for taking the time to look over the materials in this presentation. We know how valuable your time is and we thank you in advance for spending it reviewing our materials. We have tried to put together materials that will give you the best overview of who we are, what we do and where we want to go. We are excited about our future and we are certain it will be bright.

Please review these materials at your convenience and feel free to contact us with any questions you may have.

Sincerely,

Richard Betz
General Manager,
Ultra Creative Concepts



Executive Summary and History

Richard L. Betz

- General Manager and Inventor

Richard L. Betz, at 65 years young, has extensive experience in marketing, sales and management. He has served as State Director for a large marketing company and Regional Vice President of a major insurance company. He has also served as a consultant in the following areas: financial, information systems, and product procurement. Richard understands and exemplifies characteristics of faith, team building, integrity, and has a commitment to excellence. Richard puts into practice the theory of surrounding himself with the best talent for the job at hand.

Throughout the years, Richard has taken advantage of learning from other knowledgeable and skilled individuals that have worked side-by-side with him. After serving for four years and two tours in the Viet Nam conflict/war in the United States Navy as a recon photographer, he worked in the field of electrical power production where he started in maintenance as a laborer and worked into management. In 1972, Richard moved his family to Roscommon County in northern Michigan. Roscommon County has numerous beautiful lakes, forests, rivers and streams with abundant wildlife and fisheries. This area was a natural fit for him and his family. For 9 years, he and his wife, Charlotte, worked in a home for mentally and physically disabled clients. Richard then moved on to his oil field production years. While there, he started as a laborer/roustabout and worked his way into management learning many skills along the way. Due to an injury on the job, Richard was unable to continue the rigors of oil field work, and he chose to enter college. There he obtained a General Technology Degree. Upon graduating, his job seeking efforts were hindered by his previous injury. He then had to find a career to support his family. An opportunity came available to him in the insurance industry. Once again Richard started at the bottom as a rep and worked his way to sales manager, district leader, division leader, regional manager, senior regional manager and, finally, regional vice president of a nationally known insurance/investment company. He held both a Securities License and a Principals License to provide mutual funds and variable annuities that could be used as retirement plans in the form of IRA's, KEOGH's and SEP's or just as a form of investment for his clients. Richard then moved from the insurance corporate world to form his own company in which he utilized his insurance knowledge and talents as well as his consulting abilities to provide services for companies across the nation. He consulted in the areas of back-office computer products and services, credit card services, telecommunications, wholesale product procurement, marketing materials and

recruiting and training aids.

At age 57, Richard ventured into a totally different field which allowed him to utilize all of his experiences. He moved into the concept, development and patenting of the Ultra CSV® Crawl Space Vent. Step one was to conceptualize and design the product to take it to blueprint and computerized CAD drawings. The next step was to build the prototypes and apply for the patents. During the patent process, which took over a year, he then guided the engineers in the designing and building of three 950 lb. injection molds. After building the molds, test production runs and quality control issues were addressed and perfected. Investors were sought and found to provide the necessary funding to mass produce and bring the product to market.

Ultra Creative Concepts LLC (UCC), a Michigan based company was formed in 2003. After 2 years of long hard work in organizing and readying the product for market, UCC finally manufactured its first production run. During the next 5 years, production and sales have steadily increased and are now at a stage where the product has been received with great approval by its customers and leaders in the construction industry. UCC and the Ultra CSV® Crawl Space Vent are positioned to expand into the next phase, which is, a larger segment of the market share.

Richard thanks each and every investor, wholesaler, retailer, installer, customer, office and production staff, manufacturers and suppliers, as well as UCC's outside legal and accounting firms. Richard is also grateful to his family, friends and associates for their tremendous support. He makes no claims of any special personal talents in bringing the product to market. It has been a team effort from day one and continues to be to this day.

Thank you, My Lord.

ULTRA CREATIVE CONCEPTS ACKNOWLEDGEMENTS

Ultra Creative Concepts would like to extend their gratitude and appreciation to a long list of investors, suppliers, consultants, business owners, managers, manufacturers, friends and experts that have aided in bringing this product to market.

The Problem and Our Solution

Proper venting of homes with crawl spaces has long been a challenge for homeowners. Many homeowners have little or no knowledge of the vitally important role that ventilation plays in the longevity of their homes. Proper crawl space ventilation is essential to aid and assist in the reduction of moisture in the crawl space. The Environmental Protection Agency in their document “*A Brief Guide to Mold Moisture and Your Home*” states, “Molds can gradually destroy the things they grow on. You can prevent damage to your home and furnishings, save money, and avoid potential health problems by controlling moisture and eliminating mold growth.” We cannot say that our vent totally controls or eliminates mold growth, however contractors are required by Residential code for ventilation: Section R408 1 square foot of ventilation per 150 square feet or 50 cubic feet of air space. You can find more information in your Installer Binder. Ventilation is also essential in reducing potential of sub floor joists to warp and/or dry rot leaving your home susceptible to financial losses and structural damage. People spend hundreds of thousands of dollars on their homes, but without proper ventilation, the floor can literally dry rot out from under them. Improper crawl space ventilation can therefore cause the structure of your house to be weakened and, in some cases, severely and irreparably damaged.

Our belief is that current vent options are not very helpful. Most homes have vents that limit airflow in warmer weather and that do not seal well in winter. These vents also cannot be insulated, if desired, from the outside; requiring the homeowner to maneuver through the crawl space to service the vents in order to reduce heat loss in the winter.

The Co-Founder of Ultra Creative Concepts spent many years struggling with these same issues and believed there was a better way. He realized that he could create a vent that could be insulated, if desired, and serviced from the outside the home, that would create significantly better airflow through the crawl space, that would aid and assist in the reduction of moisture, and that would help retain heat better in the winter. His pursuit led him to develop **Ultra CSV®** a new crawl space vent. This vent, which can be retrofitted to existing homes, is easily serviced, easily insulated if desired from the outside of the home, and easily adapted to meet the changing seasons. The dual-mode flexibility of the **Ultra CSV®** crawl space vent allows for maximum venting in warm months and little to no heat loss through your vents during the heating season.

18.9 Million homes in the United States have crawl spaces where homeowners face these ventilation dilemmas every year. This problem is especially severe near lakes, lowland areas, and high water tables. Ultra Creative Concepts now provides the **Ultra CSV®** crawl space vent to provide a better solution for homeowners with these problems.

Marketing Plan

Our goal is to introduce our product to the retrofit market of 18.9 million existing stick built homes in the United States and to start with the 1.8 million primary homes in Michigan that have a crawlspace according to the United States Census Bureau. In addition, there is a vast amount of secondary homes that were not included in the census, such as cottages and vacation homes. These figures do not include the growth that has happened since the last census. There is also a large market within the ever-growing modular and pre-fabricated home industry that was not included in the previous census. We also have a remodeling market for homes that build on to existing structures, thus creating a need for more vents.

Although crawlspace homes can be found in almost any community, they are typically more concentrated and located in areas with lakes, rivers, creeks, lowlands, and other high water table areas.

Our first marketing area that we intend to reach in the first year is Northern Michigan. This will be followed by expansion throughout the state and moving toward expansion into Wisconsin, Minnesota and surrounding states in subsequent years.

Our marketing plan is three-fold and we can implement all approaches simultaneously.

#1. The Company's main focus is to market the Ultra CSV® vent through Independent Installers who own and operate their own business.

#2. Licensed contractors and other licensed tradesmen will be able to buy and sell the Ultra CSV® vent, and get paid by the homeowner for installing the vents

#3. The Company has plans to distribute through retail outlets and Internet sales.

We believe this venture will succeed because of the following reasons:

- This product will succeed because there is a real demand with no current solution.
- Our vent seals as compared to competitors vents that mechanically close but do not seal
- It is inexpensive.
- It enhances, improves and maintains the home.
- In the summer it helps cut down on moisture and dry rot.
- In the winter it helps keep the heat in and reduce cold floors and frozen pipes.
- They can be installed year round in any weather.
- They are profitable for the installer and the company.
- They are totally serviceable with replacement parts.
- The company has a good marketing plan.
- The company is well structured and has good management.
 - We have working agreements with an excellent corporate legal team, an excellent patent attorney, and accounting professionals. We have production agreements with a Michigan based injection-molding specialist that has the capabilities of tending to any and all of our manufacturing needs. .

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Houghton Lake, MI 48629

INVOICE

Phone (989)422-6284
Fax (989)422-6962
www.ultracreativeconcepts.com

Business Name _____ Date _____

Mailing Address _____

City, State Zip _____

Shipping Address _____

City, State Zip _____

Account Number _____

Business Phone _____ State Tax ID _____

Cell Phone _____ Payment Type cash/check _____

Credit Card _____ Number _____

Alt. Phone _____ Shipping _____

	Quantity	Price/ea	Extended price
Ultra CSV Crawlspace Vent	_____	\$_____	\$_____
Freight Charges	_____	\$_____	\$_____
Other Charges _____	_____	\$_____	\$_____
Total Before Tax			\$_____
Tax		6%	\$_____
Total Charges			\$_____

Signature _____

INVOICE TERMS DISCLAIMERS AND CARE AND MAINTENANCE

Care and Maintenance

Cleaning The Ultra CSV crawlspace vent is made of ABS plastic and can be cleaned easily with just soap and water.

Painting: The Ultra CSV vent comes in gray only, but can be painted any color you wish with a good latex paint or primer. PLEASE NOTE THAT WHEN PAINTING ONLY PAINT THE PLASTIC PORTION. DO NOT PAINT THE SCREEN.

Servicing: The Ultra CSV can be serviced from the outside of your home. The only servicing that may have to be done is putting a little silicon or candle wax on the threaded rod once and a while to stop nuts from seizing or rusting on. DO NOT USE ANY PETROLEUM BASE PRODUCTS, OIL, GREASE, VASELINE, ETC.

Insulating and sealing: The ultra CSV was designed to maximize airflow in the summer months, and provide minimum heat loss in the winter months by having the ability to add or remove a door that completely seals off all airflow to your crawlspace and/or insulating, if determined necessary. Note: BEFORE INSULATING OR SEALING CONSULT YOUR LOCAL BUILDING INSPECTOR OR LICENSED CONTRACTOR.

Replacement Parts: In the event that your vent becomes damaged or you loose a part, please contact your installer for replacement parts.

DISCLAIMER OF WARRANTY. THE MANUFACTURER OF THE ULTRA CSV CRAWLSPACE VENT, ULTRA CREATIVE CONCEPTS, LLC DISCLAIMS ALL WARRANTIES IN CONNECTION WITH ANY GOODS, ITEMS OR SERVICES PERFORMED AND/OR SOLD HEREUNDER, EXPRESS OR IMPLIED, AS TO ANY MATTER WHATSOEVER, INCLUDING WITHOUT LIMITATION DESCRIPTION, QUALITY, DESIGN, PERFORMANCE, SPECIFICATIONS, CONDITIONS, MERCHANTABILITY, AND FITNESS FOR ANY PARTICULAR PURPOSE, EXCEPT AS DESIGNED

Choice of Law: This Agreement will be governed and controlled in all respects by the laws of the State of Michigan, including interpretation, enforceability, validity, and construction.

CHOICE OF FORUM: In any action including Ultra Creative Concepts, LLC the parties submit to the jurisdiction and venue of the Circuit Court for the County of Grand Traverse, State of Michigan, or if original jurisdiction can be established, the United States District for the Western District of Michigan with respect to any action arising, directly or indirectly, out of this Agreement or the performance or breach of this Agreement. The parties stipulate that the venues referenced in this Agreement are convenient..

ULTRA CREATIVE CONCEPTS WILL BE HELD HARMLESS AND CANNOT GUARANTEE OR WARRANTY COMPONENTS OF THE PRODUCT OR INSTALLATION OF SAME.

INDEPENDENT CONTRACTOR STATEMENT
And Personal Information Sheet

Independent Contractor's Name _____ PLEASE PRINT
Address _____

City, State, Zip Code _____
Driver's License Number _____

Emergency Contact Name _____

Emergency Contact Phone Number _____

Tax ID # _____

Business Name _____

Address _____

City, State, Zip Code _____

Business Phone _____ Cell Phone _____

Home Phone _____ Fax _____

Email address _____

Type of Business (circle one) Sole Proprietor Partnership Corporation LLC

The purpose of this section is to document that the above individual/business is an independent contractor who assembles product or installs this product.

- As an independent contractor, my business, or I pay all the operational expenses for the above named business.
- I () do () do not have worker's compensation insurance. I do understand that I am not entitled, under Michigan Law to Worker's Compensation benefits from Ultra Creative Concepts, LLC, therefore, I am personally responsible for any injury(ies) illness(es), that I may sustain while performing assembly of products from Ultra Creative Concepts, LLC
- I acknowledge that UCC is not requiring me to carry Liability Insurance that is my full responsibility to evaluate my need for such insurance to protect myself and my company.
- I am an independent contractor and I state that I am not an employee of nor am I an agent of Ultra Creative Concepts, LLC
- Sales tax needs to be collected from the end user and paid as per the laws of your state.
- If you have any questions contact the company and we can email suggestions as to steps to starting a business. _____
- _____ INDEPENDENT CONTRACTOR SIGNATURE _____ DATE

TRAINING OF INDEPENDENT INSTALLERS:

It is the goal of Ultra Creative Concepts©, to aid quality construction oriented individuals to install the Ultra CSV® in new and existing homes.

STEPS TO INSTALL ULTRA CSV® CRAWL SPACE VENTS

1. Measure width and height of opening twice to be absolutely certain the Ultra CSV® faceplate will overlap the opening by at least ¼” or more on all four sides (covering the opening top to bottom and right to left).
2. Completely remove the mortar that secures the vent to the foundation using a hammer, or a flat pry bar and/or large masonry chisel preferably with hand guard protector.
3. Make one dry run to see if the faceplate fits flush with the foundation and sill plate. If the faceplate fits flush with the foundation and sill plate then caulk the backside of the faceplate with ample *non-petroleum* based silicone caulk that goes on white and dries clear, or use clear caulk to insure quality seal. Then start to install the rest of the assembly.
4. Put the lock nut on the threaded rod. Reach inside through the faceplate and screw the threaded rods through the insert of the faceplate and screw it forward until the rod protrudes at least 5/8”. Tighten locknut with 7/16” wrench. Do **NOT** over tighten. Reaching through the opening with the backer bar in your hand align the backer bar to the threaded rods and insert to allow installation of wing nuts. Once again reaching through faceplate opening install the wing nuts on both sides of the threaded rods behind the backer bar and finger tighten until bar begins to bend slightly. This will apply tension to the unit and allow for consistent sealing of the caulk that was applied to the back of the faceplate. Apply protective wax from an ordinary white candle to the threads of the threaded rod that protrudes through the faceplate. This protects the rod, but also it is easier to apply and/or remove the knurled nut. Remind the homeowner this is an excellent maintenance procedure that can be performed twice a year once when the winter sealer door is put in in the fall, and once when the sealer door is removed in the spring.
5. Place the screen summer door on the unit and hand tighten the knurled nuts to the faceplate. Make sure that the winter sealer door is given to the customer with instructions on how to install that if so desired for winter or heating season use. Remember to point out that it is at the customer’s discretion to contact his contractor, his building inspector or use his best judgement when sealing and unsealing and/or insulating the vent utilizing the winter door.

TROUBLESHOOTING POTENTIAL PROBLEMS

1. VENT FACEPLATE DOES NOT FIT UNDER SIDING

On some homes the siding/sheathing needs to be pried away from the sill plate and the foundation about 1/8” to ¼” for the vent faceplate to slide up and between the siding and the sill plate. To do

this use a flat bar/pry bar and or wedges/shims to pry the siding away from framing and foundation. **Be careful when prying.** Some homes sheathing/siding are very weak and brittle with age. **Always remember to secure down all areas you may have loosened when prying. (caulking, nails, screws, and etc.) To resecure the sheathing to the home frame or the sill plate.**

2. SIDING IS PRIED AWAY AND THE VENT STILL WILL NOT GO UP UNDER SIDING TO THE SILL PLATE:

A person installing the Ultra CSV crawl space vent can use the back side of a flat knife between pried away siding to determine where obstructions may exist. These obstructions may be nails, screws and other fasteners may be in line with the vent opening under the siding. Many tools can be used to remove these fasteners, i.e. wire cutters, dikes, pliers, hacksaw, pry bar can be used to cut and/or remove fastener obstruction, or follow number 4

3. THE ULTRA CSV® CRAWL SPACE VENT MAY ALSO BE TRIMMED DOWN TO FIT PROPERLY.

The backside top of the vent has a faceplate that has pre-scored lines to assist in trimming. This area can be trimmed using simple tools (utility knife, pliers, or hack saw) to customize the height of the faceplate. Width trimming is usually not needed, but may be done using cutting tools made to cut abs materials.

4. SILL PLATE OVERHANGS OR IS RECEDED FROM THE FOUNDATION AND THE VENT DOES NOT FIT FLUSH AGAINST FOUNDATION, OR OTHER OBSTRUCTIONS WHICH WILL NOT ALLOW THE EASY INSTALLATION OF THE FACE PLATE UP AND BETWEEN THE SILL PLAGE AND THE PRIED AWAY SHEATING OR SIDING.

If an obstruction is found to be too far down on the sill plate to allow the face plate to slide up and between the sill plate and the sheathing an installer can simply mark the outside wall or siding with a pencil and then using tin snips can notch the face plate in those appropriate areas, which will allow the face plate to fit up in between the sill plate and the sheathing. If an installer tries to remove such obstructions a variety of tools can be used, wire cutters, pry bar, or other hand tools at the installer's discretion. However, notching the vent and applying a generous supply of caulk or following step 4 is the most expediate method in handling most obstructions. A flush and airtight fit is a must!!! If the sillplate over hangs or is recessed from the foundation/crawl space, use a 1x2, 1/3, or 1x4 lumber cut to the length of the opening in the foundation. Attach the cut lumber to the sill plate flush with the foundation using all purpose screws or nails to attach. ***This now becomes your new flush sill plate for you to mount your vent faceplate to. This new flush sillplate will give you a 3/4" top seal, but in order to get the face plate to fit properly if it is recessed and your newly added piece of lumber is flush, the removal of the 2 scored lines may not be necessary.***

5. FACEPLATE IS FLUSH, THREADED RODS ARE IN THE FACEPLATE BUT THE THREADED RODS DO NOT GO ALL THE WAY THROUGH THE PREDRILLED HOLES IN THE BACKER BAR, OR I CANNOT ATTACH THE WING NUTS BECAUSE I DON'T HAVE ENOUGH THREADS.

Possibly you have extended the threaded rod too far. Loosen the hex nut and back the threaded rod up to allow for a few more threads. If the wing nuts will still not attach, then remove your backer bar and with your hand reach in on the right and left of the inner foundation to make sure there is no obstruction in the area where you are placing your backer bar. If there is insulation mounted to the side walls of the foundation, use a knife, drywall saw, etc. To trim a small rectangle out of that insulation flush with the inner foundation wall and remove the rectangle so your 9" rod will go completely through the backer bar and allow for enough threads to tighten the wing nuts, which will pull the faceplate tight to the foundation, which should have been caulked with a liberal amount of latex caulk. This will provide a high quality seal of the faceplate to the foundation. There is a small percent of homes that have foundation blocks that are more than 8". In this case remember the standard rods are 9" which gives ample threaded rod protruding through the face plate and back to and through the threaded rod and leaves room to apply the wing nuts. Some homes have larger blocks, i.e. 12" blocks or 12" poured walls. In these cases, most hardware or lumber yards have 12" threaded galvanized 1/4 20 rods or you can buy them in longer lengths and cut for appropriate distance. Make sure you file the ends to the point of easy access for the insert, hex nuts and knurled nuts.

The standard threaded rod is 9 inches. Standard 9 inch threaded rod will accommodate crawl space widths up to 8 inches. Some homes have larger blocks, thicker foundations. If the foundations/crawl space is thicker than 8 inches you need to purchase some stainless steel, or zinc coated aluminum threaded rod from your local hardware store and cut it to the length you need. Remember to add at least 1 inch to the thickness of the crawl space/foundation so that your vent screen, winter door, and backer bar will fit properly.

6. VENT OPENING IS BIGGER OR SMALLER THAN THE ULTRA CVS® CRAWLSPACE VENT

There are many options to accommodate this. Building frames for openings and mounting the csv vent to the frame, cutting the csv® crawl space vent down to size may also make installation possible.

7. THERE IS A CINDERBLOCK MOUNTED SIDEWAYS IN THE VENT OPENING

Crawl spaces are designed and installed by many different types of contractors who have their own philosophy on how to meet code requirements and maintain structural strength. There is a very small percent of contractors who will insert a block into the opening behind the crawl space vent and mortar them in. Some believe that putting a cinder block sideways in the vent opening acts as a vent and adds strength. Before removing any existing vent, shine a high power flashlight to insure that there is not an 8" block laid sideways and mortored into the opening. If there is, you

need to understand if you desire to go to the extra work; the block can be removed to once again give you full access to place the ultra csv® crawl space vent into the opening. Concrete blocks are designed with hollow cavities, and these cavities make it possible to take a small dally bar and a small hand sledge, or ball pin hammer to bust the different sections (and/or ribs) of the block to allow it to be removed chunk by chunk. Remember patience and a little extra work and common sense will make the block removal an interesting experience. One should wear gloves and safety glasses. Make sure before removing cinder block that you consider checking with contractor, building inspector, or your local building codes. However, most crawl space vents are put into openings without cinder blocks behind them.

Remember always measure twice! Check to make sure the vent opening will accommodate the ultra csv® crawl space vent! Remember to never over tighten the lock nuts or the wing nuts!! Doing so will buckle/warp the vent faceplate making the vent less beneficial and may cause vent to become damaged.

Never use petroleum based products on any part of the vent assembly!!
Petroleum products tend to damage abs and other plastic type products.

8. Additional abnormal installation scenario:

If one takes out an old crawl space vent and finds a floor joist or a support beam, duct work or other obstructions that will not allow for normal installation which utilizes the backer bar, the installer may want to follow these installation instructions:

- a. Always try to clear out as much of the opening to provide the maximum amount of free flowing airspace as possible. If one cannot use the rods and backer bar due to limited space, one can replace the rods with a ¼ X 20 bolt that will be long enough (approximately 1 1/2” to 2”) to allow a ¼ X 20 hex nut to be screwed onto it and then screwed through the back of the face plate into the threaded ¼ X 20 insert that is molded into the face plate. It should be screwed in far enough that it will allow for the winter or sealer door and the summer door to be placed onto the face plate and allow for enough extended threads to install the knurled nuts that hold both doors in place which would be approximately 3/8” beyond the summer and sealer door. Tighten the hex nut snugly to the rear of the face plate.
- b. By using concrete fasteners, such as ‘Tapcons’ or ‘Molly Screws’, the installer can measure and lay out a series of four to six places on the face plate of the vent to drill holes through the face plate and the foundation wall to apply fasteners which would then affix the face plate securely to the foundation. Be sure to use a concrete drill of the appropriate size of the Tapcons or Molly Screws used. The information regarding which size concrete drills to be used can be found at your local hardware store or building supply or internet. Installation of the fasteners chosen can be obtained at the same locations.
- c. It is recommended that the installer use coated, treated or rust resistant fasteners when performing this type of installation.

d. Remember to caulk the backside of the face plate before attaching it to the foundation.

(If the face plate is to be mounted into wood siding and there is no room to utilize the backer bar, then one can use the same $\frac{1}{4}$ X 20 bolt with locking hex nut scenario as above and simply affix the face plate to the siding with caulk and non corrosive screws.)

BRANDT, FISHER ALWARD & ROY, P.C.
ATTORNEYS AT LAW
1241 E. EIGHTH STREET
P.O. BOX 5817
TRAVERSE CITY, MI 49696-5817

Gentlemen;

Pursuant to Rule 105.2 of the Michigan Residential Building Code and my conversations with a representative from the Building Division of the Bureau of Construction and Fire Safety of the Michigan Department of Labor and Economic Growth and the Building Code Department from Grand Traverse County, it is my opinion that your installers do not need a building permit/builder's license to install the crawl space vents. That activity would fall within the definition of an "Ordinary Repair". It is our opinion that the exception to the exception, highlighted below, which states that "an addition to, alteration of, replacement or relocation of a vent" would require a permit, does not apply to crawl space vents. The State and Local building inspector agreed with my opinion that the "vent" in that section is referring to a plumbing vent, and that a crawl space vent would not fit into that category.

Furthermore, I confirmed that retrofitting a home with new windows *usually* does not require a building permit or license. That activity is closely analogous to replacing crawlspace vents. Note that the section below says that "many" building departments do not require permits for replacing windows. That highlights an important point, which is that the enforcement of the State Building Code is at the local level and there are inconsistencies regarding enforcement. There is obviously compelling arguments to support my opinion above, however, that do not mean a building inspector from some county might not have a different opinion.

Remember, if installing the new vent requires "cutting away of any wall, partition or portion thereof, the removal or cutting of any structural beam or bearing support, or the removal or change of any required egress....." a permit and license would be required.

See the following from the State of Michigan Website.

Are building permits necessary?

Before construction of a building or structure, an owner, or the owner's builder, architect, engineer, or agent, shall submit an application in writing to the appropriate enforcing agency for a building permit. A permit is also required when the use or occupancy of a structure or portion thereof is changed.

A permit is not required for ordinary repairs. Ordinary repairs to structures may be made without permit, but such repairs shall not include the cutting away of any wall, partition or portion thereof, the removal or cutting of any structural beam or bearing support, or the removal or change of any required means of egress, or rearrangement of parts of a structure affecting the exit requirements; nor shall ordinary repairs including addition to, alteration of, replacement or relocation of any standpipe, water supply, sewer, drainage, drain leader, gas soil, waste, vent or similar piping, electric wiring or mechanical or other work affecting public health or general safety.

6. Is a building permit required for replacement windows and if not does the MUEC and code apply?

Answer: NO, many building departments view replacement windows as ordinary repairs thus

exempt from permit requirements unless there is a structural modification to the opening or changing a room into a bedroom. While R105.2 of the Michigan Residential Code (MRC) does

i. not exempt window replacements from building permits, it does require work when exempted from permits to be done in accordance with the code or any other laws or ordinances of the jurisdiction.

If you have any questions, let me know.

Sincerely,

H. Douglas Shepherd, Esquire
(231) 941-9660