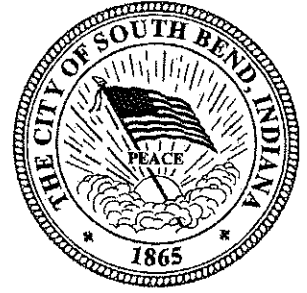




ST. JOSEPH COUNTY/SOUTH BEND
BUILDING DEPARTMENT

125 S. LAFAYETTE BLVD.
SUITE 100
SOUTH BEND, IN 46601
(574) 235-9554
FAX 574-235-5541



JAMES D. MARKLE, R.A.
Design/Plan Review Specialist

CHARLES C. BULOT
BUILDING COMMISSIONER

MARK A. LYONS
Asst. Zoning Administrator

April 15, 2016

John A. Hawkins, AIA
Kovert Hawkins
630 Walnut Street
Jeffersonville, IN 46204

Re: Certification of Local Unit Plan Review

Dear Mr. Hawkins:

I hereby formally apply for Certification of Local Unit Plan Review for St. Joseph County and the City of South Bend, Indiana. We currently have two staff members who I think qualify for this certification – James “Jim” Markle and Charles “Chuck” Bulot.

Jim would qualify under your guidelines C (1)(a). Jim has a Bachelor of Architecture degree from Ball State University and also holds a Plans Examiner Certification through I.C.C. Jim also holds an active License (#3554) as an Architect in the State of Indiana and has over 23 years of service with the jurisdiction, currently as our Design/Plan Review Specialist.

Chuck would qualify under your guidelines C (5). Chuck has a B.F.A. in Design from the University of Texas at Austin. He has both C.B.O. and C.F.M. designations. He also has Building Inspector and Residential Mechanical Certifications from I.C.C. Chuck has over 15 years with the local jurisdiction, eight of which have been as Building Commissioner.

Per your request I have attached links to both City and County adopted ordinances. We look forward to further serving the citizens of the State of Indiana.

Charles C. Bulot, C.B.O., C.F.M.

Building Commissioner

https://www.municode.com/library/in/south_bend/codes/code_of_ordinances
<http://www.amlegal.com/library/in/stjosephco.shtml>

JIM MARKLE

51355 Green Hill Dr., South Bend IN 46628 (574)3678640 jimpegmarkle@hotmail.com

SUMMARY

I am a licensed Indiana Architect with experience in both the public and private sector.

COMPUTER SKILLS

I am familiar with scanning drawings and all file formats into pdf's.

I am comfortable with Word, Excel and PowerPoint. I have used Outlook for email.

I designed using CADD while at Troyer Group.

EXPERIENCE

- 1992-Present · Design/Plan Review, Inspection and General Administration over the Inspectors, St. Joseph Co./ South Bend Building Dept.
- 1983-1992 · Design of various building types including nursing homes, assisted living centers, office buildings, low-income housing and hotels. Sollitt Construction, Troyer Group, David Harness & Assoc., MPA Architects & Designmasters.
- 1979-1983 Building Commissioner for City of South Bend
- 1978-1979 Director of Substandard Buildings, City of South Bend
- 1974-1978 Architectural Graduate for McGuire & Shook in Indianapolis, TBBS in Waterloo, IA

EDUCATION

- 1974 Bachelor of Architecture with Business and Urban Planning Minors, Ball State University
- 1968 High School Diploma, Pendleton High

Charles “Chuck” Bulot

125 S. Lafayette, Suite 100
South Bend, IN 46601
Phone: (574) 235-9554
Email: cbulot@southbendin.gov
Website: southbendin.gov

OBJECTIVES

To provide excellent inspection service in order to make the “built environment” of St. Joseph County and South Bend, Indiana, a safe and attractive place to live and work.

EDUCATION

B.F.A. – University of Texas at Austin
Scenic Design

EXPERIENCE

Building Commissioner (November, 2007 – Present)

City of South Bend, Indiana

Currently supervise the operation of the Building Department for St. Joseph County/City of South Bend (pop. 200,000 +) covering 440 square miles. Involved in the permitting, inspection and enforcement of all construction including plan review. Also Zoning Administrator and Floodplain Administrator.

Assistant Zoning Administrator (October, 2004 – October, 2007)

City of South Bend, Indiana

In charge of all Sign and Cell Tower permitting. Also tasked with enforcement of both City and County Zoning Ordinances, Board of Zoning Appeals member, Design Review Appeals Committee and Building Commissioner in his absence.

Building Inspector VI (July, 2000 – September, 2004)

City of South Bend, Indiana

Structural Building Inspector for the jurisdiction

COMPUTER SKILLS

Software including Word, Excel, GIS, Pictometry, Adobe Acrobat, Outlook, DropBox, Powerpoint, Laserfiche and ScanSnap

CERTIFICATIONS

Certified Building Official (ICC)
Certified Floodplain Manager (ASFPM)
Building Inspector (ICC)
Residential Mechanical Inspector (ICC)