

# CITY OF LATHRUP VILLAGE

## FEE SCHEDULE



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## Amendments to Fee Schedule

Adopted by City Council 6/19/2006

### Sections amended by City Council 8/18/2008:

- ✓ Page 3 Police Fees amended to include Parade & Athletic Events permits
- ✓ Page 7-9 Electrical permit fee updates
- ✓ Page 15 Zoning amended to include Ordinance 393-07 (Review Expense Reimbursement Fee) and the Lot Split fee

### Sections amended by City Council in 2011

- ✓ Page 2 Vacant Property Registration
- ✓ Page 15 Zoning Fees Updated

### Section Amended by City Council 2014

- ✓ Document Reorganization
- ✓ Page 6 Water Service Fees
- ✓ Page 6 Police Fees
- ✓ Page 8 Fence Permits
- ✓ Page 13 Residential Oil Storage
- ✓ Page 18 Site Plan Review Fees

### Sections Amended by City Council 2015

- ✓ Page 3 FOIA Policy
- ✓ Page 4 Updates to Business License Fees
- ✓ Page 4 Addition of "Commercial" To Fee Description
- ✓ Page 5 Fee for Returned Check

**CITY CLERK FEES**

<u>AUDIT REPORT</u>	\$ 25
<u>BUDGET BOOKLET</u>	\$ .50/pp
<u>FREEDOM OF INFORMATION ACT REQUEST (FOIA)</u> Please see the City's FOIA Policy For Additional Information	\$.10 pp + hourly rate
<u>MUNICIPAL REFERENCE BOOKS</u>	
➤ City Charter	\$ 5
➤ Municipal Code of Ordinances (not bound)	\$ 75
➤ Municipal Code of Ordinances (bound)	\$ 125
➤ Zoning Book	\$ 25
<u>NOTARY SERVICE</u>	\$ 10
<u>PRECINCT MAP/CITY MAP</u>	\$ 2
<u>VOTER REGISTRATION</u>	
➤ List	\$ 30
➤ Labels	\$ 35
➤ CD or Memory Stick	\$ 50

## LICENSES AND REGISTRATIONS

### BUSINESS LICENSE

- New \$55
- Renewal \$25
- Late Fee \$45

### GARAGE SALE

- 2 Signs \$ 5.00
- 3 Signs \$ 7.00

### HANDBILL DISTRIBUTION LICENSE

- Application fee \$ 25.00 plus
- Per Day \$ 5
- Per Week \$ 10
- Per Year \$ 50

### LIQUOR LICENSE APPLICATION

- Plus per person with management or financial interest \$ 200

### OUTSIDE REFUSE CONTAINERS

- \*Applies to roll-off dumpsters and storage containers (SAM, PODs, etc.) \$ 25 with \$50 Bond

### PEDDLERS, SOLICITORS & TRANSIENT MERCHANTS

- Application fee \$25.00 plus
- One year license \$25.00
- 90 day Registration for Independent Individual or Group \$15.00
- 90 day Registration for each individual in a group \$ 5.00/per person
- Charitable Solicitors no fee, must register

### PET LICENSE

- Dog or Cat \$ 6 until March 1st  
\$11 thereafter

### RESIDENTIAL& COMMERCIAL RENTAL LICENSING

- Prior to Occupancy \$ 75.00\*
- After Occupancy \$ 100.00\*
- Re-inspection \$ 40.00

\*Both fees include cost of initial inspection

### VACANT PROPERTY REGISTRATION

\$200 Annually

## FILM PERMIT APPLICATION

### PERMIT APPLICATION FEE (NON-REFUNDABLE)

Motion Picture, Television, or Video Shoot:	\$150
Commercial Advertisement Production of four (4) hours or less:	\$ 75
Still photography:	\$ 50

Additional fee for expedited processing if less than normal processing time is required. (Late applications processed at the discretion of the City Administrator or his/her designee): \$150

### DAILY PUBLIC PROPERTY USE FEE (FROM PREP TO CLEAN-UP TIME)

Motion Picture, Television, or Video – per day:	\$Varies *
Public Property Location Holding – per day:	\$ 75

### EXTENDED HOURS OF PERMITTED FILMING ACTIVITY (PUBLIC OR PRIVATE PROPERTY)

Any film permitted activity beyond 7am to 7pm Monday Through Saturday OR driving scenes on major, minor or neighborhood roads requiring special barricades, noticing, and/or public safety personnel (hourly rates for staff time to be calculated and charged separately). \$ 75

### SECURITY DEPOSIT

A refundable security deposit may be required to cover any unanticipated City staff costs, clean-up costs, refund fees to user groups affected by the firm permit activities, and/or other expenses not included/anticipated in the initial film permit fee calculation. \$Varies\*

### STAFF COSTS

Monitoring fee for additional police, fire, ordinance enforcement, Public works, recreation & parks, or other staff as determined by the City Administrator or his/her designee; Fee will be estimated based on hours needed and scheduled. \$Varies\*\*

## DEPARTMENT OF PUBLIC SERVICE

<u>RECYCLING BIN</u>	\$ 12.00
<u>WATER SERVICE</u>	
➤ WATER SHUTOFF/RESTORATION FOR NON-PAYMENT:	\$ 50.00
➤ REMOVE/REPLACE METER FOR WINTER:	\$ 50.00
➤ METER TEST:	\$ 25.00, first time is free
➤ WATER METER REPLACEMENT/INSTALLATION	
<u>Meter Size</u>	<u>Installation Cost</u>
5/8 Inch	\$ 133.21
3/4 Inch	\$ 171.32
1 Inch	\$ 215.25
1 1/2 Inch	\$ 415.42
2 Inch	\$ 556.45
➤ PENALTY FOR LATE WATER BILL PAYMENT	10% of Overdue Bill

## FINANCE DEPARTMENT

<u>RETURNED CHECK FEE</u>	\$50.00
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## POLICE FEES

<u>FIRE DIVISION</u> 248.796 5700	Southfield Fire Inspector
➤ For Fire Alarm Permit & Inspections	
➤ Fire Suppression Permit & Inspections	

### PATROL DIVISION

➤ Vehicle Impound Release	\$ 20.00
➤ Adm. Warrant Fee	\$ 10.00 (All Warrant Situations)

### RECORDS BUREAU

➤ Accident Reports	\$ 10.00
➤ Incident Reports	\$ 10.00
➤ Police Clearance	\$ 10.00
➤ Notary Fee	(See City Clerk fee section)
➤ Alarm Permit Registration	\$ 20.00
➤ Parade, Athletic Event and Public Assembly Permit (Per Ordinance 399-08)	\$ 165.00
➤ Court Ordered Preliminary Breath Test (PBT)	\$ 20.00

## BUILDING AND CODE ENFORCEMENT

### GENERAL FEES

<u>LICENSING AND REGISTRATION FEE</u>	\$ 15.00
<u>COMMERCIAL INSPECTION</u>	\$ 75.00/per unit
<u>INSPECTION FEE</u>	\$ 40.00/each
<u>RENEWALS</u>	\$25.00
Any permit issued shall become invalid if the authorized work is not commenced within six months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six months after time to commencing the work.	
<u>PERMIT CANCELLATION REFUND</u>	
➤ Before Work Begins	50% of permit fee returned
➤ After Work Begins	0% of permit fees returned
<u>DOUBLE FEE</u>	
Work started prior to obtaining a permit will be charged at "double fee" rates.	
<u>NUISANCE CUT</u>	\$ 160.00 per hour*
*calculated in 15 minutes increments	

## BUILDING AND CODE ENFORCEMENT

### MISCELLANEOUS PERMITS

NOTE: Time permits, rough inspections, sign inspections, special inspections, and fire alarm fees will be computed separately and not in combination.

<u>ACCESSORY STRUCTURES</u>	\$ 65.00
➤ Fences, Sheds, Dumpster Enclosures, Satellites and flagpoles	
<u>DEMOLITION</u>	
➤ Residential	\$ 300.00
➤ Commercial	\$ 1,000.00
➤ Plus CASH bond	\$ 1,000.00
<u>EXTRA CEMENT PERMITS</u>	
Sidewalk (Right of Way sidewalk only)	\$.10 per linear ft (\$10.00 min)
Approach	\$40.00
Culvert	\$40.00
Inspections	\$40.00
<u>FENCE INSTALLATION</u>	\$ 65.00
<u>RIGHT-OF-WAY</u>	
➤ <u>Construction Cost</u>	<u>Deposit (% of construction cost)</u>
0 - \$25,000	\$1,250 minimum
\$25,000 - \$100,000	\$1,250+ 4% of amt. over \$25,000
\$100,000 - \$250,000	\$4,250+ 3.5% of amt. over \$100,000
Over \$250,000	\$9,500+ 3% of amt. over \$250,000
*Separate applications must be completed and submitted for each location	
<u>SIGNS</u>	
➤ Permanent Signs	
Up To \$1,000.00	\$ 55.00
\$1,001.00 and above	\$ 110.00
➤ Temporary Signs	
(14 day maximum, per event)	\$ 15.00
<u>SITE PLAN REVIEW –</u>	\$ 500.00
When a consultant is used, the actual costs of those services and five percent (5%) processing fee will be charged.	
<u>SOIL EROSION</u>	Issued by Oakland County
<u>SWIMMING POOLS AND HOT TUBS</u>	
➤ Portable-Above Ground	\$ 50.00
➤ In-Ground, Built in	\$ 110.00
<u>TELECOMMUNICATIONS PERMIT</u>	\$ 500.00

## **BUILDING PERMIT FEES**

<u>APPLICATION REVIEW</u>	\$ 50.00
<u>PLAN REVIEW</u>	\$75.00 Minimum or Twenty (20) percent of the permit fee
<u>PERMIT FEE</u>	
➤ 0 TO \$1,000.00	\$ 50.00
➤ \$1,001.00 TO \$10,000.00	\$ 50.00 plus \$15.00 per 1,001.00 TO \$10,000.00
➤ 10,001.00 and above	\$ 250.00 plus \$7.00 per 1,001.00 and above

### BOND- PERFORMANCE/CLEAN UP

Rates may be increased or decreased at the discretion of the Building Official. Bonds will be forfeited for failing to comply with applicable regulations, upon suspension of the permit or to pay uncollected fees. Bonds unclaimed by written consent within one year of final inspection will be forfeited.

➤ Residential in ground pools	\$ 250.00
➤ Residential new structures or additions	
○ Under \$ 1,000.00	\$ 100.00
○ \$1,000 - \$10,000	\$ 150.00
○ Over \$10,000	2% of cost
➤ Multi-family (per building)	\$ 5,000.00
➤ Sign erection or alteration	\$ 50.00
➤ Commercial new structures and alterations	
○ Under \$ 1,000.00	\$ 100.00
○ \$1,000 - \$10,000	\$ 150.00
○ Over \$10,000	2% of cost

All fees shall be based on the estimated cost of improvements as determined by the most current Department of Labor, Bureau of Construction Codes, square foot construction costs table (see attached table).

## ELECTRICAL PERMIT FEES

### REGISTRATION FEES:

Registration for Electrical Contractors \$ 15.00

NOTE: Time permits, rough inspections, sign inspections, special inspections, and fire alarm fees will be computed separately and not in combination with other items.

BASE PERMIT FEE \$ 40.00

With additional line items, includes one rough and one final inspection

ADDITIONAL INSPECTION FEE \$ 40.00/each

### CIRCUITS

- First circuit \$ 15.00
- Each additional (same location) \$ 8.00

### LAMPS or FIXTURES

- First 25 lamps or fraction thereof \$ 25.00
- **Next** 25 lamps or fixtures \$ 15.00

400 WATTS OR OVER –SEE ELECTRICAL POWER UNITS

### SERVICE

New service or change of service

- 100 Amp or less \$ 30.00
- 101 to 500 Amp \$ 40.00
- 501-900 Amp \$ 55.00
- 901 and above \$ 65.00
  
- Primary service-permanent or temporary \$ 40.00

### ELECTRICAL POWER UNITS:

Includes motors, transformers, heating units, power plugs, generators, rectifiers, capacitors, welders, light fixtures (400 watts or over), heating and/or power units based on HP, KW, KVA ratings

- |                                  | <u>EACH</u> | <u>EA.ADD.</u> |
|----------------------------------|-------------|----------------|
| ➤ ½ to 10 HP or KVA power plug   | \$20.00     | \$ 8.00        |
| ➤ 10 to 30 HP or KVA power plug  | \$25.00     | \$ 8.00        |
| ➤ 30 to 100 HP or KVA power plug | \$35.00     | \$ 10.00       |
| ➤ Over 100 HP or KVA power plug  | \$45.00     | \$ 25.00       |

## **ELECTRICAL PERMIT FEES**

### APPLIANCES

➤	Range	First unit	\$20.00
		• Each additional unit	\$15.00
➤	Dryer	First unit	\$20.00
		• Each additional unit	\$15.00
➤	Water heater	First unit	\$20.00
		• Each additional unit	\$15.00
➤	Disposal	First unit	\$20.00
		• Each additional unit	\$15.00
➤	Dishwasher	First unit	\$20.00
		• Each additional unit	\$15.00
➤	Sump	First unit	\$20.00
		Each additional unit	\$15.00

The additional unit fee is if there is multiples of the SAME appliance.

### FURNACES: SINGLE FAMILY RESIDENTIAL

➤	For installation, alteration, or repairing or electrical wiring. Complete installation of any one furnace (circuit/including air cleaner)	\$30.00
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### RESIDENTIAL ELECTRICAL SPACE HEATING

➤	First room	\$20.00
➤	Each additional room	\$ 8.00

### UNDER FLOOR RACEWAYS, HEADERS FOR CELLULAR FLOORS, ETC.

➤	First 100 feet or less	\$35.00
➤	Each additional 100 feet or fraction thereof	\$15.00

### GENERAL REPAIRS, INVESTIGATIONS, SPECIALS, ETC.

➤	For the general repairs and alterations to electrical equipment not specifically covered in the above classifications, a charge of \$30.00 per hour or \$15.00 per ½ hour or fraction thereof shall be made for inspection rendered with a minimum fee of	\$40.00
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### AIR CONDITIONING:

➤	RESIDENTIAL: Central Air with circuit	\$25.00
	Interrupter service	\$10.00
➤	COMMERCIAL: Up to and including	
	5 ton (with circuit)	\$35.00
	Over 5 and up to 40 ton	\$50.00
	Over 40 ton	\$70.00

### SWIMMING POOLS

➤	The following fees include one motor:	
	In-ground pool	\$40.00
	Above ground pool	\$40.00
	Hot tub/spa	\$40.00
➤	Each additional motor	\$15.00

## **ELECTRICAL PERMIT FEES**

### SIGNS

- One circuit \$25.00
- Each additional sign \$ 8.00

(Provided the permits are obtained at the same time for inspection to be made at the same time at any one location.)

### FEEDERS AND BUS DUCTS

- Each Feeder and Bus Duct \$50.00

FEEDER IS ACTUALLY A CIRCUIT, BUT FOR LARGER AND MULTIPLE THINGS  
BUS DUCT HAS MULTIPLE OPENINGS TO FEED MACHINES.

### SIGNS (TAG INSPECTION)

- Each sign with one circuit \$25.00
- Each additional circuit \$ 8.00

(Provided inspection is made at the same time and same location)

### OUTLINE TUBING (TAG INSPECTION)

- First 25 feet or fraction thereof \$25.00
- Each additional 25 feet or fraction thereof \$ 8.00

### STANDBY GENERATOR (ANY OPERATION)

- Up to 30 total KW or KVA \$ 40.00
- Over 30 total KW or KVA \$ 90.00

Please Note: Permit Cancellation Refund –  
Before Work Begins 50% permit fee returned  
After Work Begins 0 permit fee returned

## MECHANICAL PERMIT FEES

### REGISTRATION FEES

Registration for Mechanical Contractors \$ 15.00

NOTE: Time permits, rough inspections, sign inspections, special inspections, and fire alarm fees will be computed separately and not in combination with other items.

### INSPECTION FEE

\$ 40.00/each

➤ Re-inspection Fee \$ 40.00/each

### PERMIT TO INSTALL NEW/REPL. FURNACE

➤ Up to 200,000 BTU \$ 35.00

➤ 200,001 to 1,000,000 BTU \$ 50.00

➤ 1,000,001 to 3,000,000 BTU \$ 75.00

➤ Over 3,000,000 BTU \$100.00

### GAS PIPING

➤ \*Gas Piping up to 5 openings \$ 25.00

➤ Each additional openings \$ 5.00

➤ Each additional metered system/building \$ 10.00

➤ \*Gas Piping Pressure Test (1<sup>st</sup> meter) \$ 30.00

➤ Each additional metered system/building (tested at same time) \$ 10.00

\*\*\* PRESSURE TEST REQUIRED ON ALL GAS PIPING \*\*\*

### INSTALLATION OF DUCTS/DISTRIBUTION

#### (HOT WATER OR STEAM PIPING)-PER SYSTEM

➤ Residential: Single/Multiple Family \$ 25.00

➤ Commercial \$ 30.00

➤ Alterations to existing systems (all occupancies) \$ 25.00

➤ Commercial exhaust fans including duct (over 1,000 cfm) \$ 30.00

➤ Commercial welded exhaust with hoods \$ 40.00

➤ Bath Vent Fans (up to 3) \$ 25.00

➤ Prefab Fireplace \$ 25.00

### INSTALLATION OF FURNACE ACCESSORIES

➤ Humidifiers \$ 15.00

➤ Chimney Liners \$ 15.00

➤ Swimming Pool Heater \$ 15.00

### AIR CONDITIONING AND REFRIGERATION

➤ 5 HP or less \$ 25.00

➤ 5 HP to 50 HP \$ 40.00

➤ 50 HP to 100 HP \$ 50.00

➤ Over 100 HP \$100.00

### HOT WATER HEATER

➤ Gas and Electric \$ 25.00

## PLUMBING PERMIT FEES

### REGISTRATION FEES

Registration for Plumbing Contractors \$ 15.00

### **WORK STARTED PRIOR TO OBTAINING A PERMIT WILL BE CHARGED DOUBLE THE PERMIT FEES**

### INSPECTION FEE

\$ 40.00/each

➤ Re-inspection Fee \$ 40.00/each

### FIXTURES-NEW AND REPLACEMENT

➤ Stacks	\$ 15.00
➤ Sinks	\$ 15.00
➤ Baths	\$ 15.00
➤ Water closet (toilet)	\$ 15.00
➤ Lavatory	\$ 15.00
➤ Water heater	\$ 15.00
➤ Laundry tray	\$ 15.00
➤ Floor drains	\$ 15.00
➤ Sewer ejector	\$ 15.00
➤ Drinking fountain	\$ 15.00
➤ Sump	\$ 15.00
➤ Shower	\$ 15.00
➤ Urinal	\$ 15.00
➤ Dishwasher	\$ 15.00
➤ Humidifier	\$ 15.00
➤ Garbage disposal	\$ 15.00
➤ Washing machine	\$ 15.00
➤ Rainwater leaders	\$ 15.00
➤ Grease traps	\$ 15.00
➤ Hose bibs	\$ 15.00
➤ Rain leaders or conductors	\$ 15.00
➤ Air Admittance Valves	\$ 15.00
➤ Miscellaneous	\$ 15.00
➤ Whirlpool Tubs	\$ 20.00
➤ Vacuum Systems	\$ 20.00
➤ Medical Air	\$ 20.00
➤ Nitrous Oxide	\$ 20.00
➤ Oxygen	\$ 20.00
➤ Catch basin/interceptors	\$ 20.00
➤ Dental chairs/each piece of equipment	\$ 20.00
➤ Water softener	\$ 20.00
➤ Beverage machine	\$ 20.00

## PLUMBING PERMIT FEES

### WATER SERVICE

➤ Underground plumbing (residential)	\$ 10.00
➤ Water pressure back flow preventer-up to 4"	\$ 15.00
➤ Crock to iron	\$ 37.00
➤ Septic Tank by-pass	\$ 35.00
➤ Sprinkler System	\$ 35.00

### UNDERGROUND EXCAVATION

➤ Cash or Surety bond must be paid (Drain layers bond) Must have state excavator license & copy of current insurance must be provided	\$25,000.00
➤ Inspection	\$80.00

### WATER DISTRIBUTION

➤ ¾" (0.75)	\$ 25.00
➤ 1" (1.0)	\$ 25.00
➤ 1 ¼" (1.25)	\$ 25.00
➤ 1 ½" (1.5)	\$ 30.00
➤ 2" (2.0)	\$ 35.00
➤ 2 ½" (2.5)	\$ 45.00
➤ 3" (3.0)	\$ 50.00
➤ 4" (4.0)	\$ 70.00
➤ Exceeding 4"	\$100.00

Fees for complete new systems shall be based on the size of the distribution pipe at meter.

NOTE: If water distribution piping is the only plumbing is or replaced, the minimum permit shall be the size of the piping.

Fees for alterations, enlargements, and extensions shall be charged for each new branch or extension according to its size at its connection with an existing water distribution system.

### WATER TAP-IN

➤ ¾" Meter	\$ 1,100.00
➤ 1" Meter	\$ 1,200.00
➤ 1½" Meter	\$ 1,300.00
➤ 2" Meter	\$ 1,500.00

### BUILDING SEWER TO BUILDING DRAIN CONNECTION

➤ Each connection when a new sewer and/or main drain is installed	\$ 30.00
➤ Sewer Clean-out	\$ 25.00
➤ Sewer repair	\$ 25.00
➤ Sewer tap-in	\$1,250.00

## PLUMBING PERMIT FEES

### WATER TREATMENT DEVICES ONLY

- Sprinkler system vacuum breaker \$ 10.00
- Swimming pools and boilers \$ 30.00
- Ice Machine \$ 20.00

### SPECIAL EQUIPMENT

- For each automatic laundry machine (domestic), humidifier, or beverage vending machine installed separately, the minimum permit fee shall be: \$ 30.00
- If more than one unit is installed at the same time and at the same location, each additional unit shall require an additional fee of \$ 5.00
- If included on application for permit covering other fixtures, including replacements, the regular \$5.00 rate for each machine shall be charged, with a minimum fee of \$ 15.00

## **ZONING**

**All noted fees are Plus Expenses, such as City Attorney Fees, per Resolution 01-11  
amending Section 7.10 of the Zoning Ordinance**

Lot Split	\$ 500.00
Rezoning	\$ 500.00 up to 2 acres \$ 50.00 per each acre after 2
Special Land Use Request	\$ 400.00 Application
Site Plan Review Engineering Review	\$ 500.00 Plus: \$ 500.00 if Required
Zoning Board of Appeals Requests	Residential \$125.00* Business \$200.00

\* See ordinance for further information on fees that may apply to Zoning Board of Appeals requests.