CITYOF RICHMOND
COUNTIES OF MACOMB AND ST. CLAIR
STATE OF MICHIGAN

FY 2014-15 FEE SCHEDULE

As adopted at the June 16, 2014 City Council Meeting

ADMINISTRATION

Attorney Services.....Actual Cost
Auction Fees:
- Cash Bond.....$2,000 when auctioning jewelry, precious metal items, or precious or semi-precious stones
- License Fee..... 5.00
- Auction Sale Permit Fee..... 5.00
- Auction Inspection Fee.....$10.00 per each day of auction

Bags, Garbage; per 80-count box..... 21.00
Bags, Yard Waste; per 5-count bundle……. 2.25
Certifications, each..... 2.00
Fax Service…… $2.00 first page; $1.00 each additional page
Industrial Development/Plant Rehabilitation District Establishment Application Fee... 500.00
Industrial Development/Plant Rehabilitation Tax Exemption Application Fee.....1/10 of 1% of total value of project to be subject to Industrial Facilities Exemption Certificate
Livestock Application/Permit Fee (non-refundable)..... 25.00
Peddlers/Solicitors:
- Cash Bond..... 100.00
- License Fee..... 20.00

Photostatic Copies.....$ 0.25 per one-sided sheet; $ 0.30 per two-sided sheet
Tape Recording Copies, (video and audio), each..... 25.00
Voter Registry List..... $ 0.01 per voter name
Voter Registry List (on CD)…….. $5.00 + $0.01 per voter name
Voter Registry Labels.....$5.00 + $ 0.01 per voter name

ADMINISTRATION – PLANS AND REPORTS

Business District Master Plan..... 25.00
City Audit Report..... 5.00
City Budget, as adopted with detail..... 10.00
City Budget, as amended – computer printout without detail..... 5.00
City Master Plan..... 35.00
Sanitary Sewer System Master Plan..... 50.00
Tax Increment Finance Authority Development and Financing Plan…… 25.00
Transportation Master Plan..... 25.00
Water System Master Plan..... 50.00
Zoning Ordinance..... 30.00

ASSESSING OFFICE

Lot Splits.....$ 100.00
Lot Combinations..... 50.00
Processing Labels.....$ 0.02 per label ($10.00 deposit)
Property Field Sheets..... 1.00
Copy of Current Tax Roll on CD..... 500.00
All other document copies.....$ 0.25 per one-sided page/$0.30 two-sided

BUILDING DEPARTMENT

General Fees

Board of Construction Code Appeals.....$250.00

Building Work

Minimum Permit Fee.....$75.00
Residential – New Construction:
Minimum fee (includes up to 7 inspections) .....$375.00 +.30 per sq. ft.
Residential Additions, Alterations, Attached Garages:
Minimum fee (includes up to 3 inspections) ..... $175.00 +.22 per sq. ft.
Residential Detached Garages, Accessory Buildings, Sheds, Decks:
Minimum fee (includes up to 2 inspections) ……...$125.00 +.18 per sq. ft.
Commercial and Industrial – New Construction and Additions:
Minimum fee (does not include planning and engineering fees)
…….……$350.00 +.25 per sq. ft
Commercial and Industrial – Alterations:
Minimum fee (does not include planning and engineering fees)
.-per sq. ft…… .. $ 250.00 + .25
Demolition Permit $100.00
Additional Inspections, each.....$ 65.00
Red Tag Fee, each..... $100.00
Administration Fee - projects started without permit..... $100.00
Construction Plan Review Deposit (applied towards permit fee):
Residential – New construction $75.00
Commercial and Industrial…… $75.00
Cash Bonds Required on All Construction Projects:
New construction.....$500.00 per building
Additions, alterations, garages, sheds, pools, ponds, decks.....200.00
Temporary occupancy permits.....$500.00 additional for period of 30 days; refunded only if all codes met within the 30-day period

Electrical Work

Permit Application Fee (non-refundable)	65.00
Service, subpanels:	
Up to 200 AMP.....	15.00
Over 200 AMP. through 600 AMP.....	20.00
Over 600 AMP through 800 AMP.....	25.00
Over 800 AMP through 1200 AMP.....	30.00
Over 1200 AMP (GFI only).....	50.00
Circuits	
First 25.....	10.00
Each additional 25.....	5.00
Lighting Fixtures –	
First 25.....	10.00
Each additional 25.....	5.00
Dishwasher.....	6.00
Furnace – unit heater/reconnect.....	10.00
Electrical Heating Units (baseboard).....	6.00
Power Outlets (electric ranges, ovens, dryers, water heaters, disposals, sump pumps, dishwashers, sub-panels, air conditioners, refrigeration, etc.....	8.00
Signs:	
Unit.....	10.00
Letter.....	15.00
Neon – each 25 feet.....	20.00
Feeders – bus ducts, etc. – per 50 feet.....	6.00
Mobile Home Park Site:	
Setting mobile home in park - Application fee + site fee + feeder fee……	6.00
Exhaust Fans …….....	6.00
Wind, Solar, KVA, HP, Wind Turbines, *EVSE, **PV Modules ……	35.00
Units up to 20 K.V.A. & H.P/per PV Module or Motor.....	6.00
Units 21 to 50 K.V.A. or H.P/per PV Module or Motor.....	10.00
Units 51 K.V.A. or H.P. and over/per PV Module or Motor.....	12.00
*Electric Vehicle Supply Equipment	
**Photovoltaic	
Fire Alarms – each device.....	5.00
Smoke Detectors…….....	5.00
Sump pumps…….....	6.00
Disposal…….	6.00
Swimming Pools……	25.00
Hot Tubs…….	25.00
A/C Units……	18.00
Generators……..	25.00
Geo-Thermal……...	25.00

Special/Safety Inspection (includes certification fee)..... 65.00
Additional Inspection..... 65.00
Trench Inspection……..... 65.00
Final Inspection..... 65.00
Registration Fee……..... 25.00

Mechanical Work

Application Fee (non-refundable)..... 65.00
Residential Heating System New House (includes duct and pipe)..... 150.00
Furnace 30.00
Boiler..... 30.00
Water Heater Residential 20.00
Water Heater Commercial 30.00

Solid Fuel Equipment (includes chimney)..... 30.00
Gas Burning Fireplace..... 30.00
Chimney, Factory-built – installed separately..... 25.00
Solar; set of 3 panels (includes piping)..... 20.00
Gas Piping; Main up to 2" Diameter……..... 20.00
Gas Outlets ……..... 5.00
Air Conditioning (includes split systems)..... 30.00
Bath and Kitchen Exhaust..... 5.00
Humidifiers..... 10.00
Duct.....$ 0.10 per foot (minimum $25.00)
Air Handlers……..... 20.00
Spray Booth (Includes Duct and Exhaust Fan)…… 90.00
Commercial Hoods (Includes Duct, Exhaust Fan, & Test)..... 90.00
Heat Recovery Units..... 10.00
V.A.V. Boxes..... 10.00
Unit Ventilators..... 10.00
Unit Heaters (terminal units)..... 15.00
Fire Suppression/Protection.....$ 0.75 per head (minimum $20.00)
Evaporator Coils..... 30.00
Refrigeration (split systems)..... 30.00
Chiller..... 30.00
Cooling Towers..... 30.00
Compressor..... 30.00
Special/Safety Inspection (includes certification fee)..... 65.00
Additional Inspection..... 65.00
Underground Inspection……..…… 65.00
Final Inspection..... 65.00
Registration Fee……..... 25.00

Plumbing Work

Application Fee (non-refundable)..... 65.00

Mobile Home Park Site:
Setting mobile or modular home in park - Application fee + mobile home park site…….…… 30.00
Fixtures, floor drains, special drains, water connected appliances, water heater - each..... 5.00
Stacks (soil, waste, vent, and conductor) – each..... 3.00
Sewage Ejectors and Sumps - each..... 5.00
Sub-soil Drains..... 5.00
Water Service:
Less than 2”..... 5.00
2” to 6”..... 25.00
Over 6”..... 50.00
Connection building drain – building sewers..... 5.00
Sewers (sanitary, storm, or combined):
Less than 6”..... 5.00
6” and over..... 25.00
Manholes and Catchbasins – each..... 5.00
Watering Distribution Pipe (system):
¾” Water Distribution Pipe..... 5.00
1” Water Distribution Pipe..... 10.00
1-1/4” Water Distribution Pipe..... 15.00
1-1/2” Water Distribution Pipe..... 20.00
2” Water Distribution Pipe..... 25.00
Over 2” Water Distribution Pipe..... 30.00
Reduced Pressure Zone Back-flow Preventer – each..... 5.00
Domestic water treatment and filtering equipment only..... 5.00
Medical gas system..... ..... 45.00
Special/Safety Inspection (includes certification fee)..... 65.00
Additional Inspection..... 65.00
Underground Inspection…….. 65.00
Final Inspection..... 65.00
Registration Fee..... 25.00

CABLE TELEVISION SERVICES

Video Tape Recordings – copies:
All Programs (VHS or DVD)..... 10.00
Videotaping Services (non-city related with prior approval from City Manager):
ENG Style (operator, camcorder, tripod and microphone):
Per hour..... 50.00
Per half day (4 hours or less)..... 175.00
Per full day (more than 4 hours up to 8 hours)..... 325.00

Video Editing Services (non-city related with prior approval from City Manager):

Digital NLE (cuts only, no graphics, no music), per hour	75.00
A/B roll with graphics and music, per hour	100.00

CEMETERY

Cemetery Fees:

Lot Purchase:	
Resident, single grave	500.00
Non-resident, single grave	1,200.00
Resident, Babyland grave	225.00
Non-resident, Babyland grave	450.00
Grave Opening and Closing:	
Single grave:	
Weekdays, resident	450.00
Weekdays, non-resident	650.00
Saturdays, resident	550.00
Saturdays, non-resident	750.00
Sundays and holidays, resident	600.00
Sundays and holidays, non-resident	850.00
Infant/Child Grave (under one year):	
Weekdays, resident	175.00
Weekdays, non-resident	200.00
Saturdays, resident	200.00
Saturdays, non-resident	225.00
Sundays and holidays, resident	225.00
Sundays and holidays, non-resident	250.00
Cremains (grave):	
Weekdays, resident	125.00
Weekdays, non-resident	150.00
Saturdays, resident	150.00
Saturdays, non-resident	175.00
Sundays and holidays, resident	200.00
Sundays and holidays, non-resident	225.00
Mausoleum Crypt:	
Weekdays	175.00
Saturdays	265.00
Sundays and holidays	300.00
Columbarian Niche:	
Weekdays	25.00
Saturdays	75.00
Sundays and holidays	100.00

Winter Rates:

December 15 thru April 15 add $100.00 to opening/closing fees, except infants and cremains.

Graveside Service.....add $35.00 to Opening/Closing Fee

Chapel Service.....add $25.00 to Opening/Closing Fee

Ownership/Title Transfer:
Mausoleum Crypt & Columbarian Niche..... 25.00
Lots:
Resident-to-resident..... 25.00
Non-resident-to-non-resident..... 25.00
Non-resident-to-resident..... 25.00
Resident-to-non-resident.....Per grave difference in resident/non-resident purchase price
Monument Foundation..... $30.00 per cubic foot of concrete

EMERGENCY SERVICES

Emergency Medical Services Response.....Actual Cost as Determined by Contractor

ENGINEERING SERVICES

Engineering Plan Review, Inspection, and Other Services.....Actual Cost as Determined by Consultant

FIRE SERVICES

Alarm Systems:
False Alarm Fees:
First alarm within 12-month period..... No Charge
Second alarm within 12-month period..... $ 100.00
Third alarm and each thereafter within 12-month period..... $ 200.00
Fire Reports:
First Page..... $ 10.00
Each Additional Page..... $ 1.00
Photograph Prints (12, 24, or 36 exposures).....Actual developing cost + 15% admin. fee
D.U.I. Incident Fire Run and Extrication Cost Recovery:
Fire Apparatus – per run..... $ 450.00
Manpower costs –Regular/Overtime Wages..... Actual Cost
All Fringe Benefits..... Actual Cost
Materials..... Actual Cost
Haz-Mat Response Run Cost Recovery:
Fire Apparatus – per run..... $ 450.00
Manpower costs –Regular/Overtime Wages..... Actual Cost
All Fringe Benefits..... Actual Cost
Materials..... Actual Cost
Contaminated Equipment.....Actual Cost of Decontamination or Replacement
County Haz-Mat Response Team Services..... Actual Cost

Containment Equipment.....Actual Costs as Charged by Appropriate Agency

LIBRARY SERVICES

Fax Service……..……$2.00 first page; $1.00 each additional page
Non-Member Courtesy Card, per year..... 75.00
Non-Member Full-Access Library Card to Suburban Library Cooperative, per year... 200.00
Overdue Fines:
Audio Books.....$ .20 per day ($10.00 maximum)
Books.....$ .20 per day ($10.00 maximum)
DVDs.....$1.00 per day ($25.00 maximum)
Kindle.....$1.00 per day ($25.00 maximum)
Magazines.....$ .20 per day ($ 5.00 maximum)
Music Compact Discs.....$ .20 per day ($10.00 maximum)
Interlibrary Loans (outside of Cooperative).....Set by lending institution
Interlibrary Loans (inside Cooperative).....Set by lending institution
Photo static Copies, per sheet..... .20
Printer Copies, per sheet..... .20
Replacement Fees.....Actual cost + $5.00 processing
Replacement Library Card..... 3.00

MAYOR

Marriages..... 10.00

PARKING VIOLATIONS BUREAU

Parking Fines.....As set forth in Section 90-56 of City Code of Ordinances

PLANNING AND ZONING SERVICES

Fence Permit – Residential (excluding decorative fences)..... 75.00
Fence Permit – Commercial (excluding decorative fences)..... 75.00
Fence Permit – Decorative (as defined in the Zoning Code)..... 15.00
Subdivision Plat Reviews:
County Filing and Recording Fee (required by Land Division Act)..... 20.00
State Plat Review Fee (required by Land Division Act).....$150.00 + 15.00 for each lot over 4 lots (fee made payable to "State of Michigan")
Tentative (Stage 1) Preliminary Plat Review.....$300.00 + $6.00 per lot
Final (Stage 2) Preliminary Plat Review .....$300.00 + $3.00 per lot
Final Plat Review.....$100.00 + $3.00 per lot
Site Plan Reviews (does not include independent planning consultant or engineering review fees):
Application Deposit (all site plans)..... 1,000.00
Multiple Family or Mobile Home Park Development.....$300.00 + $5.00 per unit

Cluster Housing Development.....$300.00 + $5.00 per unit
Commercial Development.....$300.00 + $50.00 per acre
Industrial Development.....$500.00 + $50.00 per acre
Public or Semi-Public Uses.....$200.00 + $20.00 per acre
Planned Unit Development:
Preliminary Review.....$300.00 + $ 10.00 per lot
Final Review..... 200.00
Wireless Communications Support Facilities (including replacements)..... 500.00
Wireless Communications Antenna (co-location)..... 250.00
Special Approval or Conditional Use..... 250.00
Rezoning Petition..... 350.00+ 5.00 per acre
Variances - Dimensional:
Commercial, each..... 250.00
Residential, each..... 150.00
Variances – Use..... 350.00
Appeal of Administrative Decision..... 150.00
Zoning Ordinance Text and Map Interpretation..... 150.00
Alley Vacations..... 200.00
Sign Review:
Planning Commission Approval Required..... 150.00
Administrative Approval Only……..... 75.00
Administrative Approval Only – Temporary Signs…… 15.00
Site and Traffic Impact Analyses.....Actual Cost
Special Meetings – Planning Commission, each..... 175.00
Special Meetings – Board of Zoning Appeals..... 175.00
Zoning Ordinance Text Amendment (not initiated by City)..... 350.00
Temporary Use..... 200.00
Tree Preservation:
Site Plans and Plats..... 200.00
Single Family Lot (one acre or less)..... 25.00
Single Family Lot (greater than one acre)..... 50.00
Reoccupancy (not including site plan revisions or changes in use)..... 100.00
Outdoor Display..... 150.00
Zoning Base Maps (color):
24 x 36, each…… 10.00
36 x 48, each…… 20.00
Zoning Verification Letter…… 50.00

POLICE DEPARTMENT

Audio 911 DVD..... 25.00
Bicycle License..... No Charge
Burning Permit..... No Charge
False Alarms (per ordinance)
1st Offence ..... No Charge
2nd Offence (within 12 month time period)..... No Charge

3rd Offence (within 12 month time period)..... $50.00
Fingerprinting 20.00
FOIA Fee (or 50 cents per page for documents over 20 pages)..... 10.00
Interview / Crime Scene DVD 30.00
In-Car DVD 50.00
O.W.I. Cost Recovery (in addition to Fire Department and EMS costs):
Administrative/Legal Fee..... 100.00
Hospital Expenses (blood samples and other services charged by provider)... Actual Cost
Manpower (regular/overtime wages, all fringe benefits)..... Actual Cost
Digital/AFIS Mug Shot– per photograph..... 10.00
Transportation.....Mileage fees based on current city mileage reimbursement rates
In-car audio/video equipment use..... 10.00
PBT Testing 10.00
Photo contact sheets or CD ……..... 25.00
Civil Infraction / Equipment Violation Sign-Offs..... 3.00
Civil Infraction / Equipment Violation Sign-Offs for non- residents 5.00
Crash Report 6.00
Crash Report for non-residents 10.00
Police Report 5.00
Police Report for non-residents..... 10.00
Video DVD copy (Building Security Cameras / Lockups)..... 30.00
Vehicle Impound Fee 20.00

PUBLIC WORKS

Equipment Rental.....Hourly rate as determined annually by MDOT
Late Fee.....10% of amount due and owing
Manpower (also referred to as "Time").....Hourly wage rate + total fringe benefit costs
Materials – sale to other governmental entities..... Actual Cost
Overhead Fees.....Determined by M-DOT Trunkline Maintenance Contract

RECREATION

Camp Richmond: (no changes to camp, however, previously not shown on fee schedule)
Resident, Full Week 95.00
Non-Resident, Full Week 105.00
Resident, By the Day 21.00/day
Non-Resident, By the Day 23.00/day
Sitter Service 5.00/day
Late Pick-Ups (After 5:30 p.m.) 1.00/minute

Community Pool:
Daily Swim, per person per day..... 3.00
Pool Rental (1-3 hour block of time; includes lifeguards and exclusive access)…..200.00
Seasonal Pass, per individual per season, resident..... 45.00
Seasonal Pass, per individual per season, non-resident..... 55.00

Seasonal Pass, per family per season, resident..... 100.00
Seasonal Pass, per family per season, non-resident..... 115.00
Seasonal Pass, Senior 30.00
Adult Aqua Fit (For a punch card of 12 pre-paid admissions)..... 48.00

Swim Lessons:
Level A Resident 20.00
Level A, Non-Resident …… 25.00
Level B/Preschool, Resident 30.00
Level B/Preschool, Non-Resident 35.00
Level 1-6, Resident ……..... 35.00
Level 1-6, Non Resident ……..... 40.00

Gazebo Rental (city residents).....$10.00 + $50.00 refundable deposit
Gazebo Rental (non-residents).....$20.00 + $50.00 refundable deposit
(Non Profit Groups are not charged for Gazebo Rentals)
Pavilion Rental (city residents)..... .....$30.00 + $50.00 refundable deposit
Pavilion Rental (non-residents).....$60.00 + $50.00 refundable deposit
Alcohol Permit in addition to Pavilion Rental $30.00
(Non Profit Groups are not charged for Pavilion Rentals)
Seasonal/Special Programs.....Established by separate resolution of the City Council
Community Center Full Room.....$50.00/hour + $50.00 refundable deposit
Community Center Large Room.....$30.00/hour + $50.00 refundable deposit
Community Center Small Room.....$20.00/hour + $50.00 refundable deposit
Community Center Kitchen….....$15.00/Flat Rate
(Non Profit Groups are not charged for Community Center Rentals)

SANITARY SEWER SERVICE

Connection Fee.....Time and Material (minimum $500 with $500 deposit required, except that no deposit is required for a sewer lead larger than 6”)
Capital Charges (In-City):
Residential and other uses with 5/8” or ¾” meters, per unit..... $ 1,800
Residential dwellings existing prior to 08/05/1996 for which records show were connected to sewer system but were not, the capital charge shall be $600.00
Non-Residential Uses (In-City):

Water Meter Size	Meter Ratio	Charge
1”	1.4	$ 2,520.00
1-1/4”	1.6	$ 2,880.00
1-1/2”	1.8	$ 3,240.00
2”	2.9	$ 5,220.00
3”	11.0	$19,800.00
4”	14.0	$25,200.00
6”	21.0	$37,800.00
8”	29.0	$52,200.00

>8” to be calculated according to same mathematical proportion as above
Capital Charges (Out-of-City): 1.5 times the In-City capital charges

Inspection/Permit Fee (residential)..... 35.00
Inspection/Permit Fee (commercial)..... 35.00
Inspection/Permit Fee (industrial waste producers)..... 45.00
Readiness-To-Serve Charge (residential), per quarter..... 10.00
Readiness-To-Serve Charge (non-residential), per quarter..... 10.00
Use Charge (except that the two billing cycles falling in the summer are calculated with a 25% discount from the normal rate):

Metered: Effective July 1, 2012 - $6.80 per 1,000 gallons per quarter
Non-Metered (In-City): $113.20 /quarter (based on 16,500 gallons/quarter)
Non-Metered (Out-of-City): $113.20 /quarter (based on 16,500 gallons/quarter)

Surcharge for High Strength Waste Water:

For BOD in excess of 280 mg/l..... $0.22 per pound of BOD
For SS in excess of 300 mg/l.....$0.29 per pound of SS
For Phosphorus (P) in excess of 15 mg/l.....$3.32 per pound of P
For Total Kjeldahl Nitrogen (TKN) in excess of 70 mg/l.....$0.35 per pound of TKN

Bill Payment Late Fee.....10% of amount due and owing

STORM SEWER SERVICE

Connection Permit..... 200.00
Connection Fees:

Installed by City.....Time and Materials (Minimum $500.00 with $500.00 deposit)
Installed by Private Contractor.....No Charge

Inspection Fee..... 35.00

TREASURY DEPARTMENT

Property Tax Collection Fee.....1% of tax amount

WATER SERVICE

Connection Fee.....Time and Material (minimum $500 with $500 deposit required, except that no deposit is required for larger than 1" service)

Capital Charges (In-City):

Residential uses and any other uses with 5/8" or ¾" meters, per unit..... $ 1,800

Non-Residential Uses:

Meter Size	Meter Ratio	Charge
1"	1.4	$ 2,520.00
1-1/4"	1.6	$ 2,880.00
1-1/2"	1.8	$ 3,240.00
2"	2.9	$ 5,220.00
3"	11.0	$19,800.00
4"	14.0	$25,200.00
6"	21.0	$37,800.00
8"	29.0	$52,200.00

>8" to be calculated according to same mathematical proportion as above

Capital Charges (Out-of-City): 1.5 times the In-City capital charges
Meter Charges with remote reader, each.....Actual cost + 10% + $35.00 installation fee
Inspection/Permit Fee (residential)..... 35.00
Inspection/Permit Fee (commercial)..... 35.00
Inspection/Permit Fee (industrial)..... 45.00
Readiness-To-Serve Charge (residential), per quarter..... 10.00
Readiness-To-Serve Charge (non-residential), per quarter..... 10.00
Removal/Replacement/Testing of Disputed Water Meter……Actual cost of labor & materials unless determined that meter is faulty
Use Charge:
Metered: Effective July 1, 2013 - $4.18 per 1,000 gallons per quarter
Non-Metered (In-City): $69.97 /quarter (based on 16,500 gallons/quarter)
Non-Metered (Out-of-City): $69.97 /quarter (based on 16,500 gallons/quarter)
Bill Payment Late Fee.....10% of amount due and owing
Account Name Change..... 10.00
Water Turn-On Fee: $40.00, except that there shall be no charge when request is due to water leak on user's side of curb stop or burst plumbing in a building
Hydrant Rental Fee..... 75.00