

**CITY OF HARPER WOODS**

**FEE SCHEDULE**

**Adopted by Resolution of the City Council April 6, 2015**

<b>REGISTRATIONS</b>		<b>FEE</b>
<b>Abandoned Vacant Property Registration Fee</b>	<b>HWCO 92-9</b>	\$200.00
Annual Renewal		125.00
Re-Inspection		\$50.00
Late Registration Fee		300.00
Securing Property		75.00 admin. Fee + Cost
Maintenance of Property		75.00 admin. Fee + Cost
<b>Rental Property</b>	<b>HWCO 92-9</b>	
1 family, 2 family, Condominium		\$150.00
Additional units		50.00
Group Home		\$150.00
Re-Inspection		50.00
<b>Certificate of Occupancy</b>	<b>HWCO 92-9</b>	
Certificate of Occupancy (incl. Re-inspection)		\$200.00
Copy of Certificate		10.00
<b>BUSINESS LICENSES</b>	<b>HWCO 12-8</b>	
All Retail Stores and Businesses not specifically listed		\$50.00 Annually
Late renewal of Business License		Two weeks after certified letter 10.00 per day
Auctioneer		50.00 Annually Requires 1,000 bond
Bakery		50.00 Annually
Boxing and Wrestling Exhibition		50.00 each exhibition
Christmas Tree and Wreath Dealer Annual		50.00
Circus, Menagerie, Carnival		100.00 (under 1,000 seats) daily 225.00 (1,000 to 2,000) seats daily 375.00 (Over 2,000 seats) daily Must post 3,000 bond
Convalescent Home		50.00 Annually 3.00 (plus each bed for patients)
Department Store		75.00 Annually
Exterminator		50.00 Annually Requires 5,000 bond
Fumigator (including exterminator)		50.00 Annually

		Requires 5,000 bond
Garage Sales		5.00 per Permit (maximum of 2 per year)
Gasoline Service Station		75.00 Annual Plus 3.00 each pump annual fee
Gasoline Service Station / Convenience Store		100.00 Annually Plus 3.00 each pump annual fee
Grocery and/or fish, meat, poultry retail		100.00 Annually Approval by Health Department
Hotel, Motel		50.00 Annually Plus 2.00 each room annual fee
Junk or Scrap		100.00 Individual Annually 800.00 Yard Annually
Pawn Broker		350.00 Annually Requires 10,000 bond 1.00 Per Transaction Fee
Peddler or Solicitor		25.00 per day 50.00 per month 300.00 per year
Precious Metal or Gem Dealer Registration		50.00 Annually
Restaurant		75.00 Annually
Resale shop/antique shop		50.00 Annually
Transient Merchant / Street Vendor		150.00 Annually
<b>MICHIGAN PLUMBING CODE</b>	<b>HWCO 5-164</b>	
Base Permit Fee (Charged on every permit with the exception of a re-inspection fee, addition to an original permit, information permit, and certificate of occupancy or hourly rates)		\$75.00
Installation, Alteration or Replacement		
Fixtures Back Flow Preventer, Bathtub, Beverage Dispenser, Bidet, Carbonator, Catch basin/Yard drain, Coffee Maker, Dental Chair, Dishwasher, Drinking fountain, Floor Drain, Garbage Disposal, Hose Bib, Ice Machine, Inside Drain, Misc. Special Fixture, Pool Re-circulator, Refrigeration Unit (water cooled), Roof Conductor, Shower Trap/Pan, Salad Bar, Sink, Soda Fountain (bar waste, refig. Outlet), Sprinkler System, Urinal, Vacuum/Pressure Vacuum Breaker, Wall Hydrant, Washing Machine, Water Closet (toilet), Water trap or Valve		\$15.00 first fixture, 10.00 each additional
Relocate Existing Fixtures		15.00 each
Water Heater Replacement		15.00
Pump or Water Lift, Roof Sump, Stacks Vents (new or altered), air admittance valves (AAV), sum or interceptor, water treatment device		15.00 first, 5.00 each additional

Sewers (Installations between main line and building)		
Lines not exceeding 6" in diameter		15.00
Lines exceeding 6" in diameter		35.00
Lines exceeding 16" in diameter		65.00
Manholes		15.00
Drains (Storm drains underground/above ground to Building sewer)		
Lines not exceeding 6" in diameter		5.00
Lines exceeding 6" in diameter		25.00
Lines exceeding 16" in diameter		50.00
Crock to Iron (building sewer to building drain Connection) For each connection When a new sewer and/or main drain Is installed.		35.00
Water Distribution systems		
3/4"		25.00
1"		25.00
1 1/4"		35.00
1 1/2 "		40.00
2"		45.00
Over 2 1/2 "		55.00
Replacement of Piping No increase in size, when made in Conjunction with installation/replacement Of fixtures		25.00
Laboratory Tests For the testing of materials, devices and various equipment not specifically listed herein, to cover the cost of service incidental to the laboratory testing involved, each man hour or fraction thereof (no base fee)		45.00
Underground Inspection		50.00
Special Inspection		50.00
Additional Inspection/ Re-Inspection		50.00
Final Inspection		50.00
Investigative Fee		75.00
Refunds		Base permit fee shall be retained from the total permit fee if the work has not been started
Certification Fee		20.00
<b>BUILDING PERMIT FEES</b>	<b>HWCO 5-20</b>	
Inspection		\$50.00

Re-Inspection		\$75.00
<b>Zoning Permit Fees</b>		Includes Zoning Fees
1. One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 200 square feet.		\$50.00
2. Fences not over 7 feet high.		\$50.00
3. Retaining walls that are not over 4 feet in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge.		\$50.00
4. Water tanks supported directly upon grade if the capacity does not exceed 5,000 gallons and the ratio of height to diameter or width does not exceed 2 to 1.		\$50.00
5. Sidewalks and driveways.		
6. Prefabricated swimming pools that are less than 24 inches deep.		\$50.00 + Electrical Permit
7. Decks not exceeding 200 square feet in area, that are not more than 30 inches above grade at any point, are not attached to a dwelling		\$50.00
Exemptions:		
1. Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.	Exempt	
2. Swings and other playground equipment.	Exempt	
3. Window awnings supported by an exterior wall which do not project more than 54 inches from the exterior wall and do not require additional support. and do not serve the exit door required by Section R311.4 of the International Residential Code.	Exempt	
\$500 or less		25.00
501 but not over 1,000		35.00
1,001 " 2,000		40.00
2,001 " 3,000		45.00
3,001 " 4,000		60.00
4,000 " 5,000		70.00
5,001 " 6,000		80.00
6,001 " 7,000		90.00
7,001 " 8,000		100.00
8,001 " 9,000		110.00
9,001 " 10,000		120.00
Cost over \$10,000		120 plus 1% over cost of construction

Engineering Fee – For setting finish grade		\$75.00
Electronic Document Storage 11x17 or less Larger than 11 x 17		\$1.00 per page \$3.00 per page
<b>Building Plan Review</b>		See Attachment 1
<b>Fire Inspection</b>		See Attachment 3
<b>PLANNING COMMISSION &amp; ZONING BOARD OF APPEALS</b>		
<b>Planning Commission</b> <b>1. Regular or Special Meeting</b> <b>a. Subdivision (Plat Review)</b> <b>b. Site Plan Review</b> <b>2. Special Use (in addition to site plan Review, if needed)</b> <b>3. Rezoning</b> <b>Plus</b> <b>Application Review Costs</b>  <b>With the submission of the application the applicant shall include the following deposit</b>  <b>1, Commercial and Industrial</b> <b>2. Residential</b> • <b>Note: Any Application Review Cost must be paid upon invoice, once paid, a refund of the deposit will be made. The payment of all costs shall be paid prior to the issuance of any building permit.</b>  <b>Zoning Board of Appeals</b>  <b>Construction Board of Appeals</b>		\$400.00 plus Application Review Costs  450.00 plus Application Review Costs  450.00 plus Application Review Costs  Actual Engineering , Planner and Attorney Fees Plus 10% Administration Fee   Initial Deposit \$2,500.00 Initial Deposit \$1,500.00  • If actual costs exceed initial deposit additional deposit may be required and will be invoiced.  450.00 per Variance plus Administrative Review fee (see above) \$250.00 Application Fee
<b>ELECTRICAL CODE FEES</b>	<b>HWCO 5-55</b>	
Base Permit Fee Base permit fee of \$75.00 shall be charged on every permit with the exception of a re-inspection fee, an addition to an original permit, information permit, and certificate of occupancy or hourly rates. Exemptions: 1. Listed cord-and-plug connected temporary decorative lighting.		\$75.00

<ul style="list-style-type: none"> <li>2. Reinstallation of attachment plug receptacles but not the outlets therefor.</li> <li>3. Replacement of branch circuit overcurrent devices of the required capacity in the same location.</li> <li>4. Electrical wiring, devices, appliances, apparatus or equipment operating at less than 25 volts and not capable of supplying more than 50 watts of energy.</li> <li>5. Minor repair work, including the replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles.</li> </ul>		
<b>Circuits – First</b>		<b>15.00</b>
<b>Each additional circuit</b>		<b>6.00</b>
Items charged as circuit include cash register wiring, garage wiring, rewiring a circuit, interruptible meter of air conditioner, heat reclaim fan, paddle fan, Jacuzzi, spa/hot tub and sauna		
<b>Sign Circuit – includes connection</b>		<b>25.00</b>
<b>Sign – connection only</b> (provided inspection is made at the same time and same location)		<b>5.00</b>
<b>Outline tubing connection –</b> (Neon tubing for signs, each 50 foot or fraction thereof)		<b>10.00</b>
<b>Fixtures – each 25 lamps/tubs or fraction thereof</b> <ul style="list-style-type: none"> <li>a) Flood lights of 1,000 watts capacity each or over shall be considered power units</li> <li>b) Each cluster of flood lights consisting of lamps, each 1,000 watts or over, shall be considered as one power unit of lamp wattage</li> <li>c) Each neon type gas-tube lamp shall be counted as one unit</li> <li>d) Lighting pole</li> <li>e) Emergency lighting, security devices</li> <li>f) Items charged as a fixture include Duplex receptacle, fluorescent lights, emergency battery units, exit signs, ground fault interrupter (GFI) lights, plugs, and exhaust fans.</li> </ul>		<b>20.00</b>
<b>Motors, power/heating units, air conditioners, furnaces, &amp; heat pumps -</b> Includes generators, rectifiers, capacitors, welders, flood lamps (1,000 watts or over), heating and/or power nits based on horsepower, KW or KVA rating.	<b>First Unit</b>	<b>Each additional Unit</b>
Up to 10 HP, KW, KVA or Power Plug	15.00	5.00
Over 10 up to 30	20.00	6.00
Over 30 up to 50	30.00	7.00
Over 50	40.00	9.00
Above fees include branch circuit wiring to the equipment. Less than ¼ HP on other than heating units fee is based on number of circuits supply such motors		
<b>Air Cleaner</b>		<b>No Charge</b>

Electric attic fan, compactor, cook top, Dishwasher, disposal, dryer, lift pump, oven range, range hood, sump pump, washer, water heater (each item)		15.00
Swimming Pools		30.00
Temporary Service		
100 amperes or less		25.00
101 to 400 amperes		30.00
Over 400 or temporary primary		50.00
Furnace & Air Wiring together		25.00
Air Wire only (2 motors)		15.00
Interruptible Service		20.00
Rough Inspection – fee will be waived on any permit when installation is entirely completed for rough and final inspection at time of initial inspection.		50.00
Service entrance cable		25.00
Outdoor meter cabinets (existing services) Each location		25.00
Sub –fed panel – includes master control panels		25.00
Feeders (conduits, wireways, bus ducts, cables etc.)		
First 100 feet or less		20.00
Next 1,000 ft. each add. 100ft or fraction		10.00
Over 1,100ft, each add. 100ft or fraction		10.00
Underfloor raceways, Headers for cellar floors, etc.		
First 100 feet or less		25.00
Next 1,000 ft., each 100 ft. or fraction		6.00
Over 1,100 ft., each add 100 ft. or fraction		3.00
Residential electrical space heating (each circuit (for supplemental heating and other, use KW rating per unit)		15.00
Temporary wiring (Conventions, displays, exhibits, etc. including lighting, motors and other electrical equipment)		
Up to 100,000 sq. ft. of display area		50.00
Over 100,000 – 200,000 sq. ft.		90.00
Over 200,000 – 300,000 sq. ft.		150.00
Over 300,000 – 400,000 sq. ft.		170.00
Over 400,000 sq. ft.		210.00
Temporary outdoor decorative displays		40.00
Electrical sign tag		

<p>One hour time shall be computed separately and not in combination with other items on the following sign fees.</p> <p style="text-align: center;">Signs (tag inspection each sign)</p> <p>Outline tubing (neon tubing for signs each 50ft. or fraction)</p> <p style="text-align: right;">Window Signs</p>		<p style="text-align: right;">20.00</p> <p style="text-align: right;">20.00</p> <p style="text-align: right;">20.00</p>
<p><b>Fire alarm systems</b></p> <p>One hour time shall be computed separately and not in combination with other items in the following schedule.</p> <p style="text-align: right;">Drill &amp; Pull First Five Stations or less</p> <p style="text-align: right;">First five (5) stations or less</p> <p style="text-align: right;">Each additional two (2) stations</p> <p style="text-align: right;">Telephone stations</p> <p style="text-align: right;">2 way communication units</p> <p style="text-align: right;">Fire alarm signal device (horn/bell)</p> <p style="text-align: right;">First two (2) devices or less</p> <p style="text-align: right;">Each additional two (2) stations</p> <p style="text-align: right;">Heat/Smoke detectors</p> <p style="text-align: right;">First two (2) devices or less</p> <p style="text-align: right;">Each additional two (2) stations</p> <p style="text-align: right;">Fire door holders- each doorway</p> <p style="text-align: right;">Combination door holders/smoke detector</p> <p style="text-align: right;">Each doorway</p> <p style="text-align: right;">Building Master Panel – each panel</p> <p style="text-align: right;">Exit way door unlocking system – first door</p> <p style="text-align: right;">Each additional door</p> <p style="text-align: right;">Sprinkler system (wet)</p> <p style="text-align: right;">Sprinkler system (wet &amp; dry)</p> <p style="text-align: right;">Sub panel – annunciator – each zone (floor)</p> <p style="text-align: right;">Elevator Capture – each elevator</p>		<p style="text-align: right;">15.00</p> <p style="text-align: right;">6.00</p> <p style="text-align: right;">35.00</p> <p style="text-align: right;">15.00</p> <p style="text-align: right;">6.00</p> <p style="text-align: right;">15.00</p> <p style="text-align: right;">6.00</p> <p style="text-align: right;">6.00</p> <p style="text-align: right;">6.00</p> <p style="text-align: right;">25.00</p> <p style="text-align: right;">10.00</p> <p style="text-align: right;">5.00</p> <p style="text-align: right;">15.00</p> <p style="text-align: right;">25.00</p> <p style="text-align: right;">25.00</p> <p style="text-align: right;">15.00</p>



Data gathering/reporting panel – each panel		5.00
<b>MECHANICAL CODE FEES</b>	<b>HWCO 5-159</b>	
<b>Base Permit Fee</b> A base permit fee of \$75.00 shall be charged on every permit with the exception of a re-inspection fee, an addition to an original permit, information permit, and certificate of occupancy or hourly rates. Exemptions: <ol style="list-style-type: none"> <li>1. Portable heating appliances.</li> <li>2. Portable ventilation appliances.</li> <li>3. Portable cooling units.</li> <li>4. Steam, hot-or chilled-water piping within any heating or cooling equipment regulated by this code.</li> <li>5. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.</li> <li>6. Portable evaporative coolers.</li> <li>7. Self-contained refrigeration systems containing 10 pounds or less of refrigerant or that are actuated by motors of 1 horsepower or less.</li> <li>8. Portable-fuel-cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.</li> </ol>		\$75.00
<b>Installation, Alternation or Replacement Fees</b>		
Gas burning unit or portion thereof:		
Up to 500,000 btu		35.00
500,000 to 1,000,000 btu		40.00
1,000,001 btu and up		45.00
Hot tub, Jacuzzi, sauna		Charge by btu
Swimming pool, boiler or heater		Charge by btu
Duct work with furnace		15.00
Duct work only		20.00
Dampers (Includes furnace, water heater or any other energy saving device)		5.00
Chimney Liner		15.00
Humidifier		15.00
Air Cleaner		10.00
Other Misc.		10.00
Additional Equipment Installed & Inspected but not included in “open” original permit within six (6) months or original permit issue date. Permit application must be marked “addition to Permit # _____”		Above charges (no base fee)

Re-Inspection (no base fee)		50.00
Violation correction (no base fee)		50.00
Rough Inspection		25.00
Miscellaneous		15.00
Investigative Fee Shall be charged for failure to obtain a permit		\$75.00
Refunds Base permit fee shall be retained from the total permit fee if work has not been started		
<b>REFRIGERATION CODE FEES</b>	<b>HWCO 5-159</b>	
<b>Base Permit Fee</b> A base permit fee of \$75.00 shall be charged on every permit with the exception of a re-inspection fee, an addition to an original permit, information permit, certificate of occupancy or hourly rates Exemptions: (see mechanical code exemptions)		\$75.00
<b>Installation, Alternation or Replacement fees</b>		
Air Conditioning units, heat pumps, refrigeration systems and/or compressors active by motors/engines  Up to 5 hp., each Over 5 hp. To 50 hp. Each Over 50 hp., each		25.00 30.00 35.00
Additional Equipment Installed & Inspected but not included in "open" original permit within six (6) months or original permit issue date. Permit application must be marked "addition to Permit # _____"		Above charges (no base fee)
Re-Inspection (no base fee)		50.00
Violation correction (no base fee)		50.00
Rough Inspection		25.00
Other Miscellaneous		15.00
Investigative Fee shall be charged for failure to obtain a permit		\$75.00
Refunds – Base permit fee shall be retained from the total permit fee if work has not been started		
<b>SIGN FEES</b>	<b>HWCO 21-30</b>	
Permit shall be paid to the City for each permanent permit and each temporary permit referring to signs. The fee shall be		

increased in direct relation to the surface area of the sign, according to the following rate:		
Signs not exceeding 50 square feet in area – one face		\$50.00
Signs not exceeding 50 square feet in area – double face		\$75.00
Signs between 51 square feet and not exceeding 100 square feet in area – one face		\$75.00
Signs between 51 square feet and not exceeding 100 square feet – double spaced		\$100.00
Signs between 101 square feet and 200 square feet in area – one face		\$100.00
Signs between 101 square feet and 200 square feet in area – double face		\$150.00
<p><b>Licenses and bonds to erect signs</b></p> <p>No persons shall erect, install, remove or rehang any sign for which a permit is required under the provisions of Harper Woods Code of Ordinances Chapter 21 until an approved bond shall have been filed in the sum <b>\$15,000</b> as herein required. Such bond shall indemnify, save and keep harmless the City of Harper Woods from any and all costs, damages or expenses of any kind whatsoever which may be suffered by the city, or which it may be put to, or which may accrue against it by charging to or recovering from said city from or by reason of the granting of permission to erect said signs, or by reason of any acts or things done under or by authority or permission granted by the building department to erect such signs in the city, or by reason of the negligence, failure or refusal of any persons to comply with all the provisions of this ordinance applicable to such signs.</p>		
<b>CLERK MISCELLANEOUS FEES</b>		
Election Labels		\$10.00 ( per request) 30.00 (printed labels per request) 25.00 CD/DVD
Field Sheet		2.00
Tax List (excel)		50.00
Tax Bill (non-resident)		5.00
Tax Roll (on disc)		50.00
NSF Check		35.00

Zoning Book / Sign Ordinance		5.00
Delinquent Water Bills – transfer tax roll		20% of balance due
Notary Service		5.00 (resident) 10.00 (non-resident)
Freedom of Information Requests		See City F.O.I.A. Policy
Final Water Bill		10.00
<b>Portable Storage Containers and Mobile Storage Container Permit</b>		
<ul style="list-style-type: none"> <li>• Up to 72 hours no permit required</li> <li>• Permit required after 72 hours with approval of City Manager</li> </ul>		\$100.00 Permit Fee (\$40.00 will be returned if container is moved within 30 days, if not removed by the 30 day entire fee will be retained by City and violation will be issued.
<b>DEPARTMENT OF PUBLIC WORKS</b>	<b>HWCO 5-13</b>	
<b>Water Services</b>		
Tap Fee		
5/8		\$100.00
3/4		100.00
1"		125.00
1 ½ "		250.00
2"		350.00
3"		400.00
4"		600.00
6"		800.00
Meter Cost		
5/8		175.00
3/4		200.00
1"		275.00
1 ½ "		478.25
2"		475.00
3"		2,110.00
4"		3,260.00
6"		Not Used
Meter Fee		
5/8		280.00
3/4		310.00
1"		412.00
1 ½ "		693.00
2"		931.00
3"		2663.00

4"		4075.00
6"		Not Used
<b>Turn Off / Turn On</b>		
For Non-Payment During Business Hours		35.00
After hours		Prevailing Overtime Rate Minimum of 2 hours Per employee
For Plumbing Repair		
During Business Hours		No Charge
After Hours		Prevailing Overtime Rate
Damaged Hydrant		Cost plus Prevailing Rate
Damaged Fence		Cost Plus Prevailing Rate
Weed / Lawn Cutting		50.00 administrative fee plus contractor rate (see attachment 2)
<b>DEPARTMENT OF PUBLIC WORKS - OTHER</b>		
<b>Special Pickups</b>		
Small Dump		\$50.00
Large Dump		75.00
Use of Loader		10.00
Use of Multiple Trucks		Add fees per truck
<b>Snow Removal</b>		
Under 5" residential		50.00 administrative fee plus .70 /ft
Over 5" Residential		50.00 administrative fee plus 1.20 / ft
Salting Charges		50.00 administrative fee plus 0.25 / ft
Commercial Property		50.00 administrative fee plus 3.00 per ft.
<b>FIRE DEPARTMENT</b>		
Fire Incident Reports		\$10.00 (first page) 1.00 each additional page
<b>POLICE DEPARTMENT</b>		
Accident Reports		\$15.00 (1 <sup>st</sup> Page) 1.00 ea. Additional page
Bicycle License		5.00
Dog License		10.00 per dog
Equipment & Vehicle Inspection		10.00 resident 20.00 non-resident
Animal Traps		5.00
Parking Permits	<b>HWCO 25-4</b>	35.00 per year
Police Reports		10.00 (1 <sup>st</sup> page) 1.00 ea. Additional page (all police reports are at least 11.00. a two sided copy is considered 2 pages)
Public Vehicle Licenses		15.00 per year

Video Tapes, CD, DVD, Audio		50.00
Local Background Check		10.00 resident, 20.00 non-resident
PBT Fee		10.00 resident 15.00 non-resident
Impound Fee		100.00
Permit to Purchase		10.00 notary fee
Liquor License Inspection		500.00
Bond Fee		10.00 per warrant
<b>COIN OPERATED AMUSEMENT DEVICE FEES</b>	<b>HWCO 3-60</b>	
<b>License fee</b>		
Distributor		300.00
Owner each coin-operated amusement device		125.00
Owner each coin-operated music device		35.00
Arcade –in addition to per device charge		350.00
Substitution for existing device		No additional charge

**BE IT RESOLVED to amend and approve and adopt the following fees as amended:**