

2018 FEE SCHEDULE – ADOPTED JANUARY 3, 2018

REGISTRATIONS		FEE
Abandoned Vacant Property Registration Fee	HWCO 92-9	\$200.00
Initial 12 months		
Annual Renewal		\$125.00
Re-Inspection (beyond 2 re-inspections)		\$100.00
Late Registration Fee will be assessed if The application and fee are not received Within thirty (30) days after the renewal Date; or if a new application for an Occupied property does not receive final Approval within thirty (30) days of the Application date		\$300.00
Securing Property		\$75.00 admin. Fee + Cost
Maintenance of Property		\$75.00 admin. Fee + Cost
Rental Property	HWCO 92-9	
Certificate of Compliance 1 family, 2 Family – 3-year cycle		\$150.00
Certificate of Compliance; multi-family – 3 year cycle		\$150.00
Additional units within same street address		\$60.00
Group Home		\$150.00
Re-Inspection/ Lock out fee		\$100.00
Copy of Certificate		\$10.00
<i>Late Fee</i> <i>*Late fees are assessed if the application and fee are not received before the current expiration date, if the renewal is not completed within thirty (30) days after the renewal date; or if a new application for an occupied property has not received final approval within thirty (30) days of the application date.</i>		\$100.00
Reinstatement of suspended or revoked certificate		\$100.00
Certificate of Occupancy	HWCO 92-9	
C of O residential one and two family; new and change of owner		\$200.00
Commercial, Industrial and Multi-family; new construction, additions, change in use, owner or occupant (4-year certificate if no change as listed above		\$200.00
Re-inspection / Lock out fee		\$100.00

Temporary Certificate of Occupancy		\$75.00
Reinstatement of Revoked/Suspended Certificate		\$100.00
Copy of Certificate		\$10.00
BUSINESS LICENSES	HWCO 12-8	
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
Handbill Distributor		\$25.00 per day \$50.00 per month \$300.00 per year
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
MICHIGAN PLUMBING CODE	HWCO 5-164	
Contractor Registration		\$10.00
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
Electronic Document conversion 11 x 17 or less		\$1.00 per page
Electronic Document conversion larger than 11 x 17		\$3.00 per page
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 Lines exceeding 6" in diameter Lines exceeding 16" in diameter		\$15.00 \$35.00 \$65.00
Manholes		\$15.00
Drains (Storm drains underground/above ground to Building sewer) Lines not exceeding 6" in diameter Lines exceeding 6" in diameter Lines exceeding 16" in diameter		\$5.00 \$25.00 \$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		

	¾"		\$25.00
	1"		\$25.00
	1 ¼"		\$35.00
	1 ½"		\$40.00
	2"		\$45.00
	Over 2 ½"		\$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
Inspection			\$50.00
Special Inspection			\$50.00
Re-inspection / lock out fee			\$100.00
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
BUILDING PERMIT FEES	HWCO 5-20		
Contractor Registration			\$10.00
Base Fee			\$75.00
Inspection			\$50.00
Re-Inspection / Lock out fee			\$50.00
Zoning Permit Fees			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.			\$50.00

<p>6. Prefabricated swimming pools that are less than 24 inches deep.</p> <p>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</p> <p>Exemptions:</p> <ol style="list-style-type: none"> 1. Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work. 2. Swings and other playground equipment. 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. <p>And do not serve the exit door required by Section R311.4 of the International Residential Code.</p>		<p>\$50.00 + Electrical Permit</p> <p>\$50.00</p> <p>Exempt Exempt Exempt</p>
Permit Renewal – one time only		\$50.00
\$0 to \$2,000 construction value fee		\$93.00
\$2,001 and up construction value fee		\$93.00 + 13.00 per thousand or fraction thereof
Investigative Fee – work started Without permit		\$75.00
Plan Review		
Plan Review minimum fee		\$125
Plan Review Construction Value fee \$0 to \$500,000		.0013 of value, not less than 125.00
Plan Review Construction Value Fee Over \$500,000		.0003 of value
Investigative fee – work started without Permit		\$75.00
Plan Review Mechanical, Plumbing and Electrical		25% of Building code Review fee (each trade)
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
Fire Inspection		See Attachment 1
Fire Safety Commercial Bi-Annual Inspection		\$200.00
Demolition Residential (3 Inspections)		\$225.00
Demolition Commercial		\$425.00
Dumpsters Right of Way (up to 5 days)		\$25.00
Additional Day		\$5.00
PLANNING COMMISSION & ZONING BOARD OF APPEALS		

<p>Planning Commission</p> <p>1. Regular or Special Meeting a. Subdivision (Plat Review) b. Site Plan Review</p> <p>2. Special Use (in addition to site plan Review, if needed)</p> <p>3. Rezoning Plus Application Review Costs</p> <p>With the submission of the application the applicant shall include the following deposit</p> <p>1, Commercial and Industrial 2. Residential</p> <ul style="list-style-type: none"> 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. <p>Zoning Board of Appeals</p> <p>Construction Board of Appeals</p>		<p>\$400.00 plus Application Review Costs</p> <p>\$450.00 plus Application Review Costs</p> <p>\$450.00 plus Application Review Costs</p> <p>Applicant is responsible for actual Engineering, Planner and Attorney Fees Plus 10% Administration Fee</p> <p>Initial Deposit \$2,500.00 Initial Deposit \$1,500.00</p> <p>*If actual costs exceed initial deposit Additional deposit may be required and invoiced</p> <p>\$450.00 per Variance plus Administrative Review fee (see above)</p> <p>\$250.00</p>
ELECTRICAL CODE FEES	HWCO 5-55	
Contractor Registration		\$10.00
<p>Base Permit Fee</p> <p>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.</p> <p>Exemptions:</p> <ol style="list-style-type: none"> Listed cord-and-plug connected temporary decorative lighting. Reinstallation of attachment plug receptacles but not the outlets therefor. Replacement of branch circuit overcurrent devices of the required capacity in the same location. Electrical wiring, devices, appliances, apparatus or equipment operating at less than 25 volts and not capable of supplying more than 50 watts of energy. 		\$75.00

Minor repair work, including the replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles.		
Electronic Document Conversion 11 x 17 Or smaller		\$1.00 per page
Electronic Document Conversion larger Than 11 x 17		\$3.00 per page
Inspection		\$50.00
Re-inspection / Lock out fee		\$100.00
Circuits – First		\$15.00
Each additional circuit		\$6.00
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		
Sign Circuit – includes connection		\$25.00
Sign – connection only (provided inspection is made at the same time and same location)		\$5.00
Outline tubing connection – (Neon tubing for signs, each 50 foot or fraction thereof)		\$10.00
Fixtures – each 25 lamps/tubs or fraction thereof a) Flood lights of 1,000 watts capacity each or over shall be considered power units 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 c) Each neon type gas-tube lamp shall be counted as one unit d) Lighting pole e) Emergency lighting, security devices Items charged as a fixture include Duplex receptacle, fluorescent lights, emergency battery units, exit signs, ground fault interrupter (GFI) lights, plugs, and exhaust fans.		\$20.00
Motors, power/heating units, air conditioners, furnaces, & heat pumps - Includes generators, rectifiers, capacitors, welders, flood lamps (1,000 watts or over), heating and/or power nits based on horsepower, KW or KVA rating. Up to 10 HP, KW, KVA or Power Plug Over 10 up to 30 Over 30 up to 50 Over 50 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	First Unit	Each additional Unit
	\$15.00	\$5.00
	\$20.00	\$6.00
	\$30.00	\$7.00
	\$40.00	\$9.00
Air Cleaner		No Charge
5. Electric attic fan, compactor, cook top, Dishwasher, disposal, dryer, lift		\$15.00

pump, oven range, range hood, sump pump, washer, water heater (each item)		
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
f) 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 One hour time shall be computed separately and not in combination with other items on the following sign fees.		

Signs (tag inspection each sign)		\$20.00
Outline tubing (neon tubing for signs each 50ft. or fraction)		\$20.00
Window Signs		\$20.00
Fire alarm systems One hour time shall be computed separately and not in combination with other items in the following schedule.		
Drill & Pull First Five Stations or less		\$15.00
First five (5) stations or less		\$6.00
Each additional two (2) stations		
Telephone stations		\$35.00
2 way communication units		
Fire alarm signal device (horn/bell)		\$15.00
First two (2) devices or less		\$6.00
Each additional two (2) stations		
Heat/Smoke detectors		\$15.00
First two (2) devices or less		\$6.00
Each additional two (2) stations		
Fire door holders- each doorway		\$6.00
Combination door holders/smoke detector		\$6.00
Each doorway		
Building Master Panel – each panel		\$25.00
Exit way door unlocking system – first door		\$10.00
Each additional door		\$5.00
Sprinkler system (wet)		\$15.00
Sprinkler system (wet & dry)		\$25.00
Sub panel – annunciator – each zone (floor)		\$25.00
Elevator Capture – each elevator		\$15.00
Data gathering/reporting panel – each panel		\$5.00
MECHANICAL CODE FEES	HWCO 5-159	

Contractor Registration		\$15.00
Base Permit Fee 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: 1. Portable heating appliances. 2. Portable ventilation appliances. 3. Portable cooling units. 4. Steam, hot-or chilled-water piping within any heating or cooling equipment regulated by this code. 5. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe. 6. Portable evaporative coolers. 7. Self-contained refrigeration systems containing 10 pounds or less of refrigerant or that are actuated by motors of 1 horsepower or less. Portable-fuel-cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.		\$75.00
Electronic Document Conversion 11 x 17 or smaller		\$1.00 per page
Electronic Document Conversion larger than 11 x 17		\$3.00 per page
Inspection		\$50.00
Re-inspection / Lock out fee		\$100.00
Installation, Alternation or Replacement Fees		
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
Investigative Fee		\$75.00

Shall be charged for failure to obtain a permit		
Refunds Base permit fee shall be retained from the total permit fee if work has not been started		
REFRIGERATION CODE FEES	HWCO 5-159	
Base Permit Fee 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
Installation, Alternation or Replacement fees		
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		
SIGN FEES	HWCO 21-30	
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:		
Contractor Registration		\$10.00

Base Fee		\$75.00
Electronic Document Conversion 11 x 17 or less		\$1.00 per page
Electronic Document conversion larger than 11 x 17		\$3.00 per page
Inspection		\$50.00
Re-Inspection / Lock out fee		\$100.00
Permanent Sign up to 50 sq. ft. – each face		\$125.00
Permanent Sign over 50 sq. ft. -each face		\$200.00
Temporary Signs – 1 month (30 days)		\$75.00
<p>Licenses and bonds to erect signs 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 \$15,000 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>		
CLERK MISCELLANIOUS FEES		
Election Labels		\$10.00 (email 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
Open Air Permit		\$50.00
Zoning Book / Sign Ordinance		\$5.00
Delinquent Water Bills – transfer tax roll		20% of balance due
Administrative Fee Calculating Final Water Bill	Passed by Council 6-20-16	\$20.00
Notary Service		\$5.00 (resident)

		\$10.00 (non-resident)
Freedom of Information Requests		See City F.O.I.A. Policy
Portable Storage Containers and Mobile Storage Container Permit <ul style="list-style-type: none"> Up to 72 hours no permit required Permit required after 72 hours with approval of City Manager		\$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.
DEPARTMENT OF PUBLIC WORKS	HWCO 5-13	
Water Services		
Engineering Inspection of water and sewer taps		Cost of Inspection estimated and bond required
Tap Fee		
5/8		\$100.00
3/4		\$100.00
1"		\$125.00
1 1/2"		\$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 1/2"		\$478.25
2"		\$475.00
2" Compound Meter		\$1,531.93
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 1/2"		\$693.00
2"		\$931.00
2" Compound Meter		\$1,829.21

3"		\$2663.00
4"		\$4075.00
6"		Not Used
Turn Off / Turn On		
	For Non-Payment	\$70.00
Unauthorized Turn On of Water		\$200.00
Failure to keep scheduled water Appointment/ Lock out Fee		\$50.00
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)
DEPARTMENT OF PUBLIC WORKS - OTHER		
Special Pickups		
Small Dump		\$80.00
Large Dump		\$100.00
Use of Loader		\$25.00
Use of Multiple Trucks		Add fees per truck
Snow Removal		
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.
FIRE DEPARTMENT		
Fire Incident Reports		\$10.00 (first page) \$1.00 each additional page
POLICE DEPARTMENT		
Accident Reports		\$18.00
Bicycle License		\$5.00
Dog License		\$10.00 per dog
Equipment & Vehicle Inspection		\$10.00 resident \$20.00 non-resident
Animal Traps		\$20.00 deposit
Parking Permits	HWCO 25-4	\$35.00 per year
Police Reports		\$10.00 (1 st 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 Notary Fee		\$5.00 Resident \$10.00 Non-Resident
Liquor License Inspection		\$500.00
Bond Fee		\$10.00 per warrant
COIN OPERATED AMUSEMENT DEVICE FEES	HWCO 3-60	
License fee		
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: