

Howell Township Fee Schedule (Revised 1-1-2018)

USE

Construction Prior To Permit Issuance (Applies to all uses & procedures)

Professional services required by the Township for the issuance of any permits, approvals, or reviews
Planner, Landscape Architect, Legal, Engineering, Administrative

Performance Guarantee

Plat Review Fee

PUD

Planned Residential Development and PUD
PUD Plan Amendment

Planning - Site Plan Review:

Private Road
Multiple Family Housing
Single Family Residential Developments
Commercial/Office/Industrial
Second Review/Site Plan Amendments
Existing Private Road (section 26.02)
Temporary Uses

*Includes 1st review, Additional Planner Reviews as Invoiced

*Legal Expense as Invoiced

Establish Sewer/Water District

FEE

Triple Permit Fee

Actual Cost

100% of the approved engineer's estimate of the cost of construction as a cash deposit, certified check, or an irrevocable bank letter of credit

\$ 500.00

\$ 2,000.00 filing fee

\$ 500.00

\$ 500.00

\$ 1,400.00

\$ 1,400.00

\$ 1,400.00

\$ 350.00

\$ 300.00

\$ 300.00

Actual Cost

Actual Cost

Upfront engineering, legal, administrative costs

To be refunded upon successful completion of District, or sale of bonds

Special Use Permit:

Dog Kennels	\$ 500.00
Annual renewal - Dog Kennel	\$ 50.00
Horse Rearing Facilities	\$ 500.00
Other Special Uses	\$ 750.00

Plus Cash Escrow Account for Site Plan Reviews

		<u>Minimum Account Bal.</u>
Escrow for site plans 0 to 10 REU's	\$ 2,000.00	\$1,000.00
Escrow for site plans 11 to 100 REU's	\$ 4,000.00	\$2,000.00
Escrow for site plans 101 to 300 REU's	\$ 7,000.00	\$3,000.00
Escrow for site plans 301 and over REU's	\$ 10,000.00	\$5,000.00
Industrial and Commercial site plans	\$ 10,000.00	\$5,000.00
Industrial and Commercial Site Plan Amendments	\$ 2,000.00	\$1,000.00
P.U.D.	\$ 20,000.00	\$5,000.00

Escrow deposit to cover items that vary depending on the scope of the requested zoning variance, review, approval, certificate or permit, including such costs as (but not limited to) engineering costs, land use planner costs, landscape architect costs, attorney fees, other expert cost, administrative costs, inspection costs, recording fees, testing and laboratory analysis. The Zoning Administrator, after review of the application, shall establish an amount to be deposited by the applicant with the Township Clerk as an escrow deposit to defray the anticipated costs to be incurred by the Township. The Township Board, Planning Commission, Zoning Board of Appeals or Zoning Administrator shall not commence consideration of the merits of the application until the escrow deposit is received by the Township Clerk. If the escrow deposit is exhausted, the applicant must replenish the escrow deposit upon notification by the Township, prior to the Township's continuation of any consideration of the merits of the application. Any un-used portions of the escrow deposit remaining after consideration and processing of the application shall be returned to the applicant.

100% of the anticipated variable costs as estimated by the Zoning Administrator shall be posted as a cash deposit, certified check or irrevocable bank letter of credit, subject to Township approval, and subject to replenishment by the applicant or refund to the applicant based on the Township's total actual costs

Engineering:

Review of Site Plans	\$ 500.00	*
Second Review	\$ 250.00	*
Sanitary Sewage Usage	\$ 250.00	*
Site Drainage	\$ 200.00	*
As Built Review	\$ 500.00	*

*minimum (plus additional costs incurred)

Engineering (continued)

Actual Engineering Costs	As invoiced
Inspections costs as determined by Township	As invoiced
First inspection free, each additional inspection	\$ 35.00
Preliminary Site Plan Review/Pre-conference	\$ 350.00 per hour *
includes attendance of Zoning Administrator, Planner and Planning Commission Representative	
Engineer's attendance upon request	As billed

Land Division:

Application Fee	\$ 50.00
Split Fee	\$ 100.00 per new parcel
Combination/Redistribution	\$ 50.00

Private Road Inspection Fee:

3% of approved engineer's construction estimate	Actual Cost
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Sewer Inspection:

Plan Review- 1% of construction cost	Actual Cost
Construction Review- 7% of construction cost	Actual Cost

Land Use Permits:

Accessory Structure over 200 sq. ft. to 1,999 sq. ft	\$ 75.00
Accessory Structure over 2,000 sq. ft.	\$ 150.00
Addition to Dwelling	\$ 75.00
Amendments to Land Use Permits	\$ 20.00
Commercial	\$ 250.00
Deck/Pool/Fence	\$ 50.00
Delivery to Building Department	\$ 60.00 per delivery
Going out of business - 30 day license (90 day maximum)	\$ 100.00 per each 30 day
Home Business	\$25.00
Private Roads	\$250.00 plus \$25.00 per parcel
Multiple Dwelling	\$ 75.00 per unit
Single Dwelling	\$ 75.00 per unit
Temporary Residential Permit Fee	\$ 75.00
Temporary Commercial Permit Fee	\$ 250.00
Waiver	\$ 20.00

Business License - revised 9-11-2017

New Application	\$ 30.00
Temporary	\$ 30.00
Yearly Renewal	\$ 30.00
Late Fee - applies to new and renewal applications	See below
1 - 10 days	\$ 30.00
11 -20 days	\$ 60.00
21-30 days	\$ 90.00
31 - 40 days	\$ 120.00
41 - 50 days	\$ 150.00
51+ - possible court action	fees accrued

Grading Permits:

Multiple Residential Units/Commercial/Industrial	\$ 250.00
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Sign Permit:

4' X 8' and Larger	\$ 225.00
Under 4' X 8'	\$ 175.00
Outdoor Advertising (Billboard)	\$ 1,000.00
Temporary Sign (Real Estate) Larger than 2' X 3'	\$ 75.00

Mining Permit:

\$ 1,500.00
Plus reclamation bond,
Legal, consultant, and
Engineer fees, and other
additional costs incurred

Temporary Trailer Cash Escrow	\$ 2,000.00
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Demolition Escrow	\$ 3,000.00
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Board of Appeals:

Single Family Residence	\$ 400.00
Commercial	\$ 900.00
Special Planning Commission Meeting	\$ 900.00
Special Township Board Meeting	\$ 900.00
Demolition Permit Fee Residential	\$ 50.00
Demolition Permit Fee Commercial	\$ 150.00

Rezoning/Text Amendment:

*Fee for Rezoning includes meeting of Planning Commission and Township Board, reviews, notices, and administrative work. If tabling of request required additional reviews or notices, applicant will be charged actual costs.

\$ 1,000.00 *

CD, copy, FAX, postage charges:

Black and White	\$ 0.25 per page
Color	\$ 1.00 per page
11 x 17 size	\$ 1.00 per page
Labels	\$ 1.00 per page
FAX	\$ 1.00 per page
CD	\$ 10.00 per CD
Postage	Applicable postage
Application for Addressing	\$ 25.00
Zoning Books	Actual cost plus postage
Aerial Photography Digital Disk	\$ 50.00
Industrial Facilities Exemption Certificate Application	\$ 1,000.00
Telecommunications Permit Application	\$ 750.00
Pipeline Permit Application	\$ 1,000.00
Liquor License Fee	\$ 1,000.00
NSF Check Fee	\$ 35.00
Late Fees	1% per month Late 30 days after date of billing

Cemetery Information:

Cemetery Burial Space Infant-24 months or less	\$	200.00	
Grave Openings and Closings - Infant	\$	175.00	
Cemetery Burial Space Resident	\$	300.00	
Cemetery Burial Space Non-Resident	\$	800.00	
Grave Openings and Closings	\$	850.00	effective 1-2018
Grave Openings and Closings Cremains	\$	425.00	effective 1-2018
Burial Space Transfer Fee	\$	50.00	

*** Grave Opening and Closing:**

Hours: Monday - Friday 8:00 am - 4:00 pm			
Additional charge of \$100.00 for Saturday services			
Additional charge of \$100.00 for arrivals after 4:00 pm			
Double fee for Opening and Closing on Sundays	\$	1,700.00	effective 1-2016
Triple fee for Opening and Closing on a Holiday	\$	2,550.00	effective 1-2018