

CITY OF SALINE FEEBOOK -2019

updated 3/5/2019

DEPARTMENT OR CATEGORY	DESCRIPTION OR EXPLANATION OF FEE/CHARGE/RATE	FEE DETERMINATION		FEE ADOPTION REFERENCE:	DATE FEE LAST REVISE	
		AMOUNT (\$)	BASIS FOR AMOUNT			
ADMINISTRATIVE, CLERK, ENGINEER	SALE OF CITY MAPS					
	Zoning, Plat, Street, Others	\$6.00	Per Map			
	Small Maps (11" x 17")	\$2.00	Per Map	Council Action	2/9/2009	
	Medium Maps (18" x 24")	\$3.00	Per Map	Council Action	2/9/2009	
	Large Maps (24" x 36")	\$5.00	Per Map	Council Action	2/9/2009	
ADMINISTRATIVE CLERK, DPW, SPD	COMMUNITY EVENTS - COST RECOVERY (some fees waived, if approved by City Council)	Actual Costs	DPW & SPD Costs	Council Action	11/6/1989	
ADMINISTRATIVE	RENTAL OF "SHOWMOBILE" AND SOUND SYSTEM					
	Daily Rental Fee	\$400.00	Per Day	Council Action	4/5/1999	
	Damage Deposit	\$500.00	Per Event			
	Sound Equipment	\$50.00	Per Day			
	TRANSPORT/SET UP/REMOVE - "SHOWMOBILE"					
	During DPW hours	\$270.00	Minimum	Council Action	8/6/2018	
	After DPW hours (minimum 2 hrs.)	\$340.00	Minimum	Council Action	8/6/2018	
	TRANSPORT/SET UP/REMOVE - "PORTABLE STAGE"					
	During DPW hours (minimum 2 hrs.)	\$270.00	Minimum per each activity	Council Action	8/6/2018	
After DPW hours (minimum 2 hrs.)	\$340.00	Minimum per each activity	Council Action	8/6/2018		
CLERK, TREASURER	COST OF CITY PUBLICATIONS:					
	Code Book	\$125.00	Each	Council Action	10/4/1993	
	Code Replacement (pre-Oct. 2003 users)	\$55.00	Each	Council Action	10/4/1993	
	Code, Annual Supplement	\$35.00	Each	Council Action	10/4/1993	
	Zoning Book with Map	\$45.00	Each	Council Action	3/5/2001	
	Zoning Book (Repl. or Supplement)	\$15.00	Each	Council Action	3/5/2001	
	Standard Construction Specifications	\$15.00	Each			
	"Saline Has a Past in its Future"	\$3.00	Each			
	"Feebook"	\$5.00	Each			
	"Master Plan" (with map)	\$35.00	Each	Council Action	2/6/2012	
Non Sufficient Fund Check Charge	\$28.00	Per Check	Council Action	3/15/2004		
TREASURER, CLERK, CODE ENFORCEMENT	MUNICIPAL CIVIL INFRACTION FINES	\$ 25.00 FIRST OFFENSE		Ordinance #647	5/20/2002	
		\$ 50.00 SECOND OFFENSE Within 1 year		Ordinance #651	3/18/2002	
		\$100.00 THIRD OFFENSE & subsequent offense within 1 year				
CLERK, TREASURER, EDC	TRANSIENT & SEASONAL SALES (Solicitors)					
	Application/ Permit / Photo ID Fee	\$100.00	Per Application	Council Action	12/5/2011	
	Per Week Per Person Rate	\$30.00	Per Permit	(New Ord, #735, 2011)	12/5/2011	
	Per Month Per Person Rate	\$80.00	Per Permit		12/5/2011	
CLERK, TREASURER, EDC	FARMERS MARKET SPACE RENTALS		Saturday Summer; Tues Winter			
	Single Stall rates (Saturday / Tuesday / Winter)	\$ 14.00 / \$ 11.00 / \$ 11.00	Per Day		2/27/2012	
	Single Stall rates (Saturday / Tuesday / Winter)	\$286.00 / \$168.00 / \$243.00	Per Season	Council Action	3/3/2014	
	Double Stall rates (Saturday / Tuesday / Winter)	\$ 24.00 / \$ 19.00 / \$ 22.00	Per Day		2/27/2012	
	Double Stall rates (Saturday / Tuesday / Winter)	\$490.00 / \$291.00 / \$486.00	Per Season		3/3/2014	
	Triple Stall rates (Saturday / Tuesday / Winter)	\$ 33.00 / \$ 27.00 / \$ 33.00	Per Day		2/27/2012	
	Triple Stall rates (Saturday / Tuesday / Winter)	\$673.00 / \$414.00 / \$729.00	Per Season		3/3/2014	
CLERK, TREASURER, EDC	FOOD TRUCK VENDORS					
	Application / Review /Permit	\$50.00	Per Application	Council Action	8/6/2018	

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		AMOUNT (\$)	BASIS FOR AMOUNT		
CLERK, TREASURER, EDC	Annual Permit License	\$150.00	Per Permit	(New Ord, #801, 2018)	8/6/2018
	Event Permit License	\$25.00	Per Event		8/6/2018
ALL DEPTS INVOICE FRINGES	SEE APPENDIX D on last page of this Feebook for fringet benefit % to be applied to invoicing for force account and other services				
CLERK, TREASURER	Passport Execution Fee (non-refundable)	\$35.00	Per Application	Council Action	3/4/2019
	Passport Photos (non-refundable)	\$12.00	For one 2x2 picture	Council Action	2/11/2008
CLERK, TREASURER, SPD	<i>DOG TAG RATES:</i>				
	Senior Citizen Owned	See basis for amount	Per County Rate	Council Action	4/5/1999
	Spay / Neuter Dogs	See basis for amount	Per County Rate	Council Action	4/5/1999
	Non-Spay / Neuter	See basis for amount	Per County Rate	Council Action	4/5/1999
ASSESSOR , ENGINEER	LOT SPLIT/COMBINATION				
	Application and Review	\$ 100 + \$25 Per New Parcel	Per Application + Per Parcel	Council Action	2/9/2009
	*Maximums: \$300-less than100 new sites				
	*Maximums: \$500-more than100 new sites				
CLERK, MAYOR	WEDDING CEREMONY	\$75.00	Per Couple	Council Action	2/6/2012
CLERK, TREASURER	Application for INDUSTRIAL FACILITY TAX or Extend/Revise/Transfer of IFT	\$800.00	Per Application	Council Action	2/8/2010
	Application for COMMERCIAL REHABILITATION DISTRICT	\$800.00	Per Application		11/14/2016
	Request to Establish Industrial Development District	\$200.00	Per Item Requested		2/8/2010
	Request to Establish Commercial Rehabilitation District	\$200.00	Per Item Requested		11/14/2016
CLERK	SIDEWALK USE PERMIT FOR CAFÉ TABLES	\$150.00	Initial Application	Council Action	3/3/2014
		\$100.00	Renewal Application	Council Action	3/3/2014
CLERK, ZONING	HOBBY/KENNEL SPECIAL USE PERMIT				
	Application and Public Hearing Fee	\$800.00	Per Application	Ordinance # 425	1/6/1989
	Annual Inspection / Review Fee	\$25.00	Per Application		1/6/1989
CLERK, ZONING	BED & BREAKFAST OPERATIONS				
	Application, Initial Inspection Fee	\$700.00	Per Application	Ordinance # 561	4/1/1996
	Annual Renewal, Inspection Fee	\$75.00	Per Application		
	Follow-up, Extra Inspections	\$50.00	Per Inspection		
CLERK, ZONING	HOME BASED BUSINESSES – TIER 2				
	SLU & Application, Initial Inspection Fee	\$400.00	Per Application	Council Action	2/5/2018
	Annual Renewal, Inspection Fee	\$70.00	Per Application		
	Follow-up, Extra Inspections	\$70.00	Per Inspection		
CLERK, ZONING	GROUP HOME DAYCARE				
	Application for New Permit	\$350.00	Per Application	Council Action	2/6/2017
	Annual Caregiver Background Check	\$10.00	Per Caregiver	Council Action	3/3/2014
	Annual Renewal	\$60.00	Per Application	Council Action	2/6/2017
	Late Renewal of License	\$125.00	Per Application	Council Action	2/6/2017
	Follow-up inspection	\$50.00	Per Inspection	Council Action	2/9/2009
	Voluntary Registration for Home Day Care - Inspection	\$50.00	Per Inspection	Council Action	12/21/2009
CLERK, ZONING	CHILD CARE CENTER				
	Application for New Permit	\$400.00	Per Application	Council Action	2/6/2017
	Annual Caregiver Background Check	\$10.00	Per Caregiver	Council Action	3/3/2014

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CLERK, ZONING	Annual Renewal	\$60.00	Per Application	Council Action	2/6/2017
	Late Renewal of License	\$125.00	Per Application	Council Action	2/6/2017
	Follow-up inspection	\$50.00	Per Inspection	Council Action	2/9/2009
CLERK, ADMIN.	COPY COSTS - RECORDS, DOCUMENTS, ETC.				
	Assessing Records	\$0.35	Per Page	Council Action	2/9/2009
	All Records and Documents	\$0.35	Per Page		
	Computer Printed Documents	\$0.35	Per Page		
	Minutes of Public Meetings	\$0.35	Per Page (side)		
	Freedom of Information Act Records	See Appendix C	Per FOIA Policy		
	Voter Reg. Records (Computer Printout)	\$0.35	Per Page (side)	Council Action	4/2/2001
	Voter Registration Diskette/CD	\$35.00	Per Diskette/CD	Council Action	2/6/2012
	Assessing Roll - CD	\$35.00	Per CD		
	Tax Rolls - disk	\$35.00	Per Diskette		
	Mailing List - Disk/Paper	\$35.00	Per Request	Council Action	2/7/2005
	Notary Public Services	\$10.00	Per Document	Council Action	3/5/2007
E-mail List of Absentee Ballots applied for/mailed	\$10.00	Per Election	Council Action	2/8/2010	
CLERK, ADMIN.	MAILING LABELS				
	Voter Registration and Other Records	\$0.10	Per Label	Council Action	2/6/2012
CLERK	GOING OUT OF BUSINESS LICENSE				
	(Renewal of License)	\$75.00	Per 30-day License	State of Michigan	
CLERK	TAXICAB RATES				
	Taxicab Registration	\$100.00	Per Year	Council Action	3/4/2002
	Taxi Driver	\$25.00	Per Year	Council Action	12/18/2006
	Flag Rate	\$1.60	Per Trip		
	Mileage Rate	\$0.28	Every 1/7 of a Mile		
	Wait Time	\$0.50	60 Seconds or Fraction Of		
	Loading Fee	\$1.00	Trunk/Footlocker Loaded		
	Excess Baggage (Requiring Driver Assistance)	\$0.10	Over Two Baggage Items		
CLERK	LIQUOR LICENSE APPLICATION FEES				
	Liquor License NEW (one-time fee)	\$500.00	Per Application	Ord. #658 Adopted	2/3/2003
	Liquor License Transfers (one-time fee):				
	Transfer of Ownership	\$350.00	Per Application	Ord. #658 Adopted	2/3/2003
	Transfer of Location	\$350.00	Per Application	Ord. #658 Adopted	2/3/2003
	Adding or Deleting a Partner	\$350.00	Per Application	Ord. #658 Adopted	2/3/2003
	Addition of Space	\$350.00	Per Application	Ord. #658 Adopted	2/3/2003
	Dance/Entertainment Permit	\$350.00	Per Application	Ord. #658 Adopted	2/3/2003
Outdoor Sales and Service	\$150.00	Per Application	Ord. #658 Adopted	2/3/2003	
CLERK, SPD	MASSAGE THERAPY ESTABLISHMENTS				
	SLU & New License, Investigation Fee	\$800.00	Per Application	Council Action	2/5/2018
	Annual Renewal, Inspection Fee	\$100.00	Per Application	Council Action	2/5/2018
	Monhly renewal, Inspection Fee	\$25.00	Per Application	Council Action	2/5/2018
	Late Renewal of License	\$125.00	Per Application	Council Action	2/5/2018

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CLERK, BUILDING	<i>NEWS RACKS</i> <i>Inspection & Review Fee</i>	\$100.00	Per Application	Council Action	11/6/1995
	<i>3 - year Permit or Renewal Fee</i>	\$30.00	Per News Rack / Box		
	<i>Impoundment Fee</i>	Direct Cost	Expense of Impounding		
ZONING BOARD, CLERK, CITY SUPT., BUILDING ,	<i>ZONING BOARD OF APPEAL ITEMS</i>				
	Use and Non-use Variance:				
	Report by Consultant	\$500.00	Per Application	Council Action	3/4/2019
	Report by City Staff	\$300.00	Per Application	Council Action	2/6/2017
	Per Additional Code Item	\$65.00	Per Application	Council Action	3/4/2019
	Request for Interpretation: Report by Consultant	\$150.00	Per Application	Council Action	2/6/2017
	Request for Interpretation: Report by City Staff	\$150.00	Per Application	Council Action	2/6/2017
	Request for Interpretation: Per Additional Item	\$60.00	Per Application	Council Action	2/6/2017
	Appeal From Determination: By Zoning Official	\$200.00	Per Application	Council Action	3/4/2019
	Appeal From Determination: Special Meetings	\$350.00	Per Application	Council Action	3/4/2019
Meeting Attendance by Consultant (add to above fees):	\$200.00	Per Meeting	Council Action	2/6/2017	
CLERK, BUILDING	<i>CERTIFICATION INSPECTION FEES</i>				
	Failing to inspect/comply by deadline in Ordinance	\$25.00	Per Application	Council Action	11/20/2000
	First Inspection (for compliance with Sec Ord.)	\$35.00	Per Application		
	Second Inspection	\$45.00	Per Application		
	Third Inspection	\$50.00	Per Application		
BUILDING	<i>BUILDING PERMIT FEE SCHEDULE:</i>		<i>Est. Cost of Project:</i>		
	(* = based on estimated value of construction, rounded to nearest \$1,000; i.e. \$5,7850 = \$6,000)	\$45.00	up to \$ 1,000	Council Resolution 1-23-89	2/11/2008
		\$60. + \$5.00 / \$1,000*	\$1,001 to \$10,000		
		\$70. + \$6.00 / \$1,000*	\$10,001 to \$50,000		
		\$80. + \$7.00 / \$1,000*	\$50,001 and up		
	Permit Application Fee	\$25.00	Per Permit	Council Action 2-9-15	2/9/2015
	Permit Renewal Fee	\$75.00	Per Permit	Council Action 2-9-15	2/9/2015
	Demolition or Moving of Structure	\$100. + \$5.00/\$1,000	Per Permit	Council Act 2-04-13	
	Annual Contractor's Registration of Insurance	\$20.00	Annually	Council Action	
	Temporary Certificate of Occupancy (CO)	\$100.00	Each	Council Action	1/24/2011
	Final Certificate of Occupancy (CO)	\$50.00	Each	Council Action	1/24/2011
	Inspection or Re-inspection for CO	\$50.00	Per Inspection	Council Action	8/6/2018
	Residential reinspection after one reinspection	\$50.00	Per Inspection	Council Action	8/6/2018
	Commercial reinspection after one reinspection	\$55.00	Per Inspection	Council Action	8/6/2018
	Industrial reinspection after one reinspection	\$65.00	Per Inspection	Council Action	8/6/2018
	Person(s) Starting Work w/o Permit	Equal to Permit Fee	Per Inspection	Council Action	6/2/2003
	Overtime and Weekend Inspections	\$100.00	Per Inspection	Council Action 2-9-15	2/9/2015
	Application for Utility Tap permit	\$50.00	Per Inspection	Council Action 2-9-15	2/9/2015
BUILDING	<i>RESIDENTIAL PLAN REVIEW FEE SCHEDULE:</i>		<i>*Estimated Cost of Project:</i>		
	One/Two Family Dwelling, Accessory Building	\$25.00	\$ 0 - 5,000	Council Action	2/1/2016
	(Subsequent invoice(s) may be charged plus 6% Admin Fee)	\$30.00	\$ 5,001 - 10,000	Council Action	2/1/2016
		\$45.00	\$ 10,001 - 50,000	Council Action	2/1/2016
		\$70.00	\$ 50,001 - 100,000	Council Action	2/1/2016
		\$90.00	\$100,001 and up	Council Action	2/1/2016
	Commercial/Industrial Plan Review	*Project cost x .001	Per Invoice		2/11/2008

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BUILDING, ZONING	ZONING COMPLIANCE REVIEW / PERMIT (for items not requiring a Building Permit)	\$50.00	Per Application	Council Action	3/3/2014
BUILDING	Copy of Record Certificate of Occupancy	\$10.00	Per Request	Council Action	2/6/2012
BUILDING	PERFORMANCE BOND FEE				
	Single and Two-Family Lots	\$500.00 per lot	Per Application	Council Action	2/4/2013
	Multiple Family Dwellings	\$300.00 per dwelling unit	Per Application	Council Action	2/4/2013
	Surety for incomplete items at time of C of O release	Estimated costs			
BUILDING, ZONING	TENT PERMIT FEES				
	Application / Review / Inspect	\$35.00	Per Tent	Council Action	8/6/2018
	Zoning Review	\$35.00	Per Permit	Council Action	8/6/2018
	Fire/Safety Inspection	\$50.00	Per Tent	Council Action	8/6/2018
	Temporary Certificate of Occupancy	\$35.00	Per Tent	Council Action	8/6/2018
BUILDING, MECHANICAL	SPRINKLER/HYDROSTATIC TEST	\$70.00	Per Inspection	Council Action	2/1/2016
	Re-Inspection	\$55.00	Per Inspection	Council Action	2/1/2016
BUILDING	BOND FOR DEMOLITION	\$2,000, plus \$3,000 per acre or percentage thereof	Per Application	Council Action	2/9/2009
	Permit to Place Dumpster in City R.O.W.	\$50.00 per week	Per Application	Council Action	2/5/2018
		\$100.00 per month	Per Application	Council Action	2/5/2018
BUILDING	BUILDING CODE BOARD OF APPEALS				
	Application and Hearing	\$150.00	Per Application	Council Action	2/5/2018
BUILDING	ZONING VERIFY LETTER Change of Ownership/Financing	\$75.00	Per Letter, per Zone lot	Council Action	1/24/2011
BUILDING	ZONING COMPLY LETTER Change of Use/Tenant	\$75.00	Per Use, per tenant	Council Action	1/24/2011
BUILDING SIGN CODE	SIGN PERMITS				
	Permanent Ground Signs and Wall Signs	\$35.00	Per Application	Council Action	3/3/2014
	Temp. Construction & Large Tract Development Signs	No charge	Incidental to site fees		
	Building Permit for Ground Sign Foundation:	See Building Permit	Base on Construction Value	Council Action	6/2/2003
	Annual Registration of Insurance for Sign Contractors	\$20.00	Per Year	Council Action	2/4/2013
	Sign Contractor's Permit Application Fee	\$20.00	Per Application	Council Action	2/4/2013
	Remove Approved Banner(s) upon permit expiration	\$300.00	Per Incident	Council Action	9/12/2005
BUILDING, FIRE DEPARTMENT	FIRE SAFETY INSPECTION, General	\$50.00	Per inspection	Council Action	8/6/2018
	FIRE SAFETY INSPECTION, for final C of O	\$50.00	Per inspection	Council Action	8/6/2018
	BUSINESS RE-INSPECTION	\$45.00	Per Inspection	Council Action	3/3/2014
BUILDING, MECHANICAL	MECHANICAL PERMIT FEE SCHEDULE				
	Elec./Plumbing/ HVAC Permits:				
	Permit Application Fee	\$25.00	Per Application	Council Action	2/4/2013
	Residential / Office	\$50.00	Per Inspection	Council Action	2/4/2013
	Retail / Commercial	\$55.00	Per Inspection	Council Action	2/4/2013
	Industrial	\$65.00	Per Inspection	Council Action	2/4/2013
	Weekend Inspection Rate	2 times the above rates	Per Inspection	Council Action	3/3/2014
BUILDING, MECHANICAL	MECHANICAL PLAN REVIEW	Plan review fee plus and re-review fees by consultant	City Fee Schedule plus re-review invoices	Council Action	3/5/2001
	Applicant pays review fees by C.E.S. @ Carlisle-Wortman				
BUILDING, MECHANICAL	INSURANCE UPDATE				
	Electrical / Plumbing / HVAC	\$20.00	Annually	Council Action	2/4/2013

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BUILDING, GRADING, SOIL EROSION	GRADING / SOIL EROSION PERMIT	Washtenaw County permit fees			
	Refer to Washtenaw County Office of Water Resources				
	at www.ewashtenaw.org				
	Phone (734) 222-3871, FAX (734) 222-3920				
BUILDING	ADDRESS ASSIGNMENT			Ord. #498	6/1/1992
	Application Fee	\$20.00	Per Address	Council Action	2/4/2013
	Property Numbering System Violations: First Infraction	\$10.00	Per Violation		
	Second Infraction	\$25.00	Per Violation		
	Third Infraction	\$50.00	Per Violation		
BUILDING, ENGINEER, DPW	R. O. W. PERMIT AND REPAIRS				
	Sidewalk Replace Permit(unless incidental to another permit)	\$20.00	Per Application	Council Action	2/9/2009
	Curb Cut Permit	\$45.00	Per Application		2/9/2009
	Street Cut Permit	\$ 45.00 + \$500 bond	Per Application		2/9/2009
CLERK, CEMETERY	TRANSFER OF OWNERSHIP OF BURIAL RIGHTS	\$50.00	Per Transfer by owner	Council Action	2/8/2018
	AFFIDAVIT PREPARATION FEE	\$25.00	Per Trans- owner deceased		12/5/2011
	GENEALOGY/RECORD SEARCHES (& copying)	\$20.00	Per Search/Per Person	Council Action	2/8/2018
	CEMETERY BOARD APPEAL	\$150.00	Per Appeal	Council Action	2/9/2009
CLERK, INTERMENT FEES	INTERMENT M-F BEFORE 2:30				
	Adult Burial	\$880.00	Per Interment	Council Action	3/3/2014
	Infant Burial	\$390.00	Per Interment	Council Action	3/3/2014
	Cremation	\$330.00	Per Interment	Council Action	3/3/2014
	Double Cremation	\$440.00	Per Interment	Council Action	3/3/2014
	Single or Double Crypt Burial	\$650.00	Per Interment	Council Action	3/3/2014
	INTERMENT M-F AFTER 2:30				
	Adult Burial	\$990.00	Per Interment	Council Action	3/3/2014
	Infant Burial	\$560.00	Per Interment	Council Action	3/3/2014
	Cremation	\$440.00	Per Interment	Council Action	3/3/2014
	Double Cremation	\$540.00	Per Interment	Council Action	3/3/2014
	Single or Double Crypt Burial	\$725.00	Per Interment	Council Action	3/3/2014
	INTERMENTS – SATURDAYS				
	Adult Burial	\$1,050.00	Per Interment	Council Action	3/3/2014
	Infant Burial	\$575.00	Per Interment	Council Action	3/3/2014
	Cremation	\$500.00	Per Interment	Council Action	3/3/2014
	Double Cremation	\$575.00	Per Interment	Council Action	3/3/2014
	Single or Double Crypt Burial	\$850.00	Per Interment	Council Action	3/3/2014
	MAUSOLEUM ENTOMBMENTS				
	M-F before 2:30 pm	\$450.00	Per Entombment	Council Action	3/3/2014
	M-F after 2:30 pm	\$550.00	Per Entombment	Council Action	3/3/2014
	Saturday	\$650.00	Per Entombment	Council Action	3/3/2014
	DISINTERMENTS M-F ONLY				
	Adult	\$950.00	Per Entombment	Council Action	3/3/2014
	Infant	\$450.00	Per Entombment	Council Action	3/3/2014
	Cremation	\$400.00	Per Entombment	Council Action	3/3/2014

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CLERK Mausoleum	Remove and reinstall crypt front for interment or other need	\$500.00	Per Remove/reinstall	Council Action	2/5/2018
CLERK, NICHE SALES & INTERMENT	Sale Price of 2-Urn Niche	\$1,000.00	Per Niche	Council Action	12/5/2011
	Sale Price of 3-4 Urn Niche	\$1,500.00	Per Niche	Council Action	12/5/2011
	Interment per Urn (person); M-F before 2:30 PM	\$250.00	Per Niche	Council Action	12/5/2011
	Interment per Urn (person); M-F after 2:30 PM	\$350.00	Per Niche	Council Action	12/5/2011
	Interment per Urn (person); Saturday	\$425.00	Per Niche	Council Action	12/5/2011
CLERK, BURIAL SPACE SALES	Adult Lot	\$1,500.00	Per Grave	Council Action	3/3/2014
	Infant Lot	\$600.00	Per Grave	Council Action	3/3/2014
	Cremation Lot	\$600.00	Per Grave	Council Action	3/3/2014
	Single Crypt	\$3,200.00	Per Grave	Council Action	12/5/2011
	Double Crypt	\$4,200.00	Per Grave	Council Action	12/5/2011
CLERK, NICHE ENGRAVING - MARBLE FACEPLATE (FRONT)	Removal of Niche Front by City	\$50.00	Per Niche Front	Council Action	2/6/2012
	Reinstallation of Niche Front by City	\$50.00	Per Niche Front	Council Action	2/6/2012
	Delivery and Pickup from Arnets	\$50.00	Per Each Trip	Council Action	2/6/2012
	Replace damaged or miss-engraved Niche Front, single	\$100.00	Per Niche Front, spare	Council Action	2/6/2012
	Replace damaged or miss-engraved Niche Front double	\$150.00	Per Niche Front, spare	Council Action	2/6/2012
	Engraving work and Attachments	Vendor costs and fees	Per Niche Front	Council Action	2/6/2012
	Additional engraving and/or attachment replacement	Vendor cost plus admin fee	Per Niche Front	Council Action	2/6/2012
CLERK, DPW FOUNDATIONS	STANDARD SLAB FOUNDATION	\$0.45	Per Square Inch	Council Action	3/3/2014
	POLE FOOTING FOUNDATION	\$0.55	Per Square Inch		
	SPECIAL DESIGN FOUNDATION (By City)	Direct Cost	Design/Admin/Constr Costs		
DPW, EQUIPMENT RENTAL	For Emergency Repairs, Public Safety Response, or Assistance to Other Communities	Various Equipment Rental Rates	M.D.O.T. Rental Rate Schedule	Council Action	1/1/2009
DPW, EMERGENCY MAINTENANCE	For Repair of Public Property that was damaged by others	Labor, Equipment, and Materials	Current Rates, Actual Material Costs, plus Admin. Fee of 5%	Council Action	
DPW, BANNERS	INSTALL & REMOVE BANNERS ON CITY LAMP POLES	\$275.00	Per Application	Council & Admin08-01	3/3/2014
DPW, SNOW REMOVAL	SIDEWALK SNOW REMOVAL FROM: (Invoice based on greater of minimum or actual cists)				
	Single Residential & Lots up to 150'	\$ 85.00 Minimum or actual	Per Lot Per Visit	Council Action	8/6/2018
	Corner Residential & Lots 151' - 250'	\$125.00 Minimum or actual	Per Lot Per Visit	Council Action	8/6/2018
	Lots Greater than 250' of frontage	\$195.00 Minimum or actual	Per Lot Per Visit	Council Action	8/6/2018
	DPW, SNOW REMOVAL with ICE CONTROL	SIDEWALK SNOW & ICE REMOVAL FROM: (Invoice based on greater of minimum or actual costs)			
Single Residential & Lots up to 150'		\$ 105.00 Minimum or actual	Per Lot Per Visit	Council Action	8/6/2018
Corner Residential & Lots 151' - 250'		\$160.00 Minimum or actual	Per Lot Per Visit	Council Action	8/6/2018
Lots greater then 250' of frontage		\$240.00 Minimum or actual	Per Lot Per Visit	Council Action	8/6/2018
DPW, ICE CONTROL		APPLICATION OF ICE CONTROL SALT/SAND: below costs plus penalty			
	Single Residential & Lots up to 150'	\$45 Minimum or actual	Per Lot Per Visit	Council Action	8/6/2018
	Corner Residential & Lots 151' - 250'	\$65 Minimum or actual	Per Lot Per Visit	Council Action	8/6/2018
	Lots Greater than 250' of frontage	\$85.00 Minimum or actual	Per Lot Per Visit	Council Action	8/6/2018

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DEPARTMENT OR CATEGORY	DESCRIPTION OR EXPLANATION OF FEE/CHARGE/RATE	FEE DETERMINATION		FEE ADOPTION REFERENCE:	DATE FEE LAST REVISE
		AMOUNT (\$)	BASIS FOR AMOUNT		
DPW, ICE CONTROL	Private Parking Lots and Streets	\$125.00 Minimum or actual costs (whichever is greater)	Per Lot Per Visit	Council Action	2/9/2009
DPW WEED CONTROL	WEED MOWING, CONTROL, and/or REMOVAL			Council Action	
	Minimum Charges:				
	Lots 60' wide or less	\$ 120 plus fines as applied	Per maintenance visit		8/6/2018
	Lots 61' to100' wide	\$ 165 plus fines as applied	Per maintenance visit		8/6/2018
	Lots 101' to150' wide	\$ 195 plus fines as applied	Per maintenance visit		8/6/2018
	Lots 151' wide or more	\$ 220 plus fines as applied	Per maintenance visit		4/6/2015
	Additional Charges if cost greater than minimum:	Determined by DPW	Actual additional costs		3/3/2014
DPW, WASTE MGMT. SOLID WASTE	COLLECTION AND DISPOSAL OF:	WM = Waste Management, Inc.			
	Special Items or pick ups	Determined by DPW or WM	Based on cost of service	Council Action	8/6/2018
	Appliances & Bulky Items (w/o freon)	Determined by DPW or WM	Based on cost of service		
	Appliances & Bulky Items (w/ freon)	Determined by DPW or WM	Based on cost of service		
	Pickups Other than on Regular Day	Determined by DPW or WM	Based on cost of service		
	Commercial Rate for More than 2 Cubic Yard Container Service to Tax-Exempt Property: Container (Dumpster)	Determined by DPW or WM	Based on cost of service		
PLANNING / SITE PLAN CHANGE	CHANGE TO EXISTING SITE PLAN WITHOUT AMENDMENT				
	Change by Administrative Review by Sec.8.02(2)	\$120.00	Per Application	Council Action	3/3/2014
	Change doesn't require staff report to the Commission	\$140.00	Per Application	Council Action	3/3/2014
	Change does require staff report to the Commission	\$400.00	Per Application	Council Action	2/1/2016
	Change which requires Consultant Planner Report	\$600.00	Per Application	Council Action	3/3/2014
PLANNING / SITE PLAN AMENDMENT	AMENDMENT TO SITE PLAN				
	Review by City Staff Only	25% of combined prelim/final	Per Application	Council Action	3/18/2002
	Reviewed by Staff and Consultant Planner	50% of final site plan cost	Per Application	Council Action	3/18/2002
PLANNING LAND USE APPLICATION SITE PLANS	SITE PLAN FEES: RESIDENTIAL PROJECTS:				
	Preliminary Site Plan	\$ 1300 + \$ 50/Acre + \$ 30/Unit	Per Application	Council Action	3/3/2014
	Final Site Plan	\$ 1300 + \$ 20/Unit	Per Application		3/3/2014
	Combined Prelim./Final Site Plan	\$ 2000 + \$ 50/Acre + \$30/Unit	Per Application	Council Action	3/3/2014
PLANNING LAND USE APPLICATION SITE PLANS	SITE PLAN FEES: COMMERCIAL / INDUSTRIAL:				
	Preliminary Site Plan	\$1400 + \$ 75/ Acre + \$10/1000 sft.- bldg.	Per Application	Council Action	2/6/2012
	Final Site Plan	\$1400 + \$20/1000 sft.- bldg	Per Application		
	Combined Prelim./Final Site Plan	\$ 1,800 +\$50/Acre +\$10/1000sft-bldg	Per Application		2/1/2016
PLAN – EXTEND	To extend application to meet deadlines for Public Hearing	\$150.00	Per Application	Council Action	3/24/2007
PLANNING – SITE PLAN EXTENSION	Formal Extensions - Prelim. Site Plan	\$ 250 + \$ 1/acre	Per Application	Council Action	8/24/1998
	Formal Extensions - Final Site Plan	\$ 500 + \$ 1/acre	Per Application		
	Informal Extension of Prelim. or Final	\$150	Per Application		2/20/1995
PLANNING COMM SPECIAL MEETING	When applicant requests a Planning Commission meeting date other than official standard schedule	\$350.00	Per Item	Council Action	2/26/2001
PLANNING HOURLY FEES City Staff & PlannerFees	APPLY HOURLY FEES TO:		3/4/2019		
	PRE-REVIEW MEETING	\$ 85.00 / hr.	Per City Staff	Council Action	3/4/2019
	REVIEW OF REVISED SITE PLANS	\$ 108.00 / hr	Per Principle Planner	Council Action	3/4/2019

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DEPARTMENT OR CATEGORY	DESCRIPTION OR EXPLANATION OF FEE/CHARGE/RATE	FEE DETERMINATION		FEE ADOPTION REFERENCE:	DATE FEE LAST REVISE
		AMOUNT (\$)	BASIS FOR AMOUNT		
PLANNING HOURLY FEES City Staff & Planner Meeting Fee;	CONCEPT PLAN REVIEW	\$ 95.00 / hr.	Per Senior Planner	Council Action	3/4/2019
		\$ 85.00 / hr.	Per Planner/Landscape	Council Action	3/4/2019
		\$ 75.00 / hr.	Per Technician	Council Action	3/4/2019
		\$ 63.00 / hr.	Per support staff	Council Action	3/4/2019
		\$ 25.00 / hr.	AutoCad rate	Council Action	2/6/2017
	Expenses (supplies, mailing, photocopies, prints, maps, etc.)	Cost + 20%		Council Action	2/6/2017
	Consultant Planner personnel mileage fee	\$.58/mile	Per mile	Council Action	3/4/2019
PLANNING, ZONING, ENGINEERING, HPC, DEVELOPMENT & OTHER LEGAL REVIEWS (for all Land use categories)	Legal fees incurred by the City resulting from various Planning, Zoning, Development, Engineering, Building, Utilities or HPC reviews as Determined by the City	Actual Costs of legal fees incurred for legal review and other legal work in addition to other applicable fees as found in this Feebook – Estimate as determined by City to be placed in escrow, with escrow	Actual Cost - Quotations Per Project	Council Action	3/4/2019
PLANNING CONDOMINIUM	Application, review, agreement (Site Plan Fees Additional)	\$2,600	Per Application	Council Action	2/6/2012
PLANNING PLANNED UNIT DEVEL (PUD)	Sketch Plan Review	\$1,000.00	Per Application	Council Action	2/6/2017
	Prelim Plan Review	\$2000 + \$70/acre	Per Application	Council Action	2/6/2017
	Final Plans Review	\$3000 + \$70/acre	Per Application	Council Action	2/6/2017
	Development Agree Review	hourly rates		Council Action	3/4/2019
PLANNING - OPEN SPACE PRES.	Review per Section 6.02. Zoning Code	\$800	Per Application	Council Action	3/3/2014
PLANNING - SPECIAL LAND USE	Special Land Use Approvals (See part H of Land Use Packet for exceptons)	Review by Consultant	Review by Staff	Council Action	3/3/2014
		\$800 Per Application	\$650 Per Application		
PLANNING - PARKING LOTS	When Site Plan application made for expansion or new not associated with structure:				
	Up to 25,000 sq. ft.	\$850	Per Application	Council Action	2/11/2008
	25,001 sq. ft. To 50,000 sq. ft.	\$950			
	Each Additional 25,000 sq. ft.	\$25			
	Parking Credits as provided for in the D-1 Parking Ord.		Per Council Determination	Section 4a.03(1)D	2/4/2013
PLANNING - AMEND ZONING DISTRICT	To Change Zoning District Designation	\$ 600 plus \$15/acre	Per Application	Council Action	4/1/2013
	\$ 150.00 is refundable if Consultant Planner is not used				
HISTORIC DISTRICT COMMISSION	Replacement of HDC bronze plaques for recognized Historic buildings	\$125	Per plaque	Council Action	12/17/2012
PLANNING – PLAT REVIEW	Sketch Plan Review Fee	\$1,000	Per Plat		3/4/2019
	Tentative Preliminary Plat Fee	\$ 2000 + \$ 50/lot	Per Plat		3/4/2019
	Final Preliminary Plat with Agreement	\$ 3000 + \$ 25/lot	Per Plat		3/4/2019
	Final Plat	\$ 1500 + \$ 20/lot	Per Plat		3/4/2019
	Filing/Recording Fee for Final Plat	\$40	Per Plat		3/5/2007

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		AMOUNT (\$)	BASIS FOR AMOUNT		
PLANNING – MASTER PLAN REVIEW	Applicant's Deposit for reimbursement to the city for costs related to processing and handling the application/request.	\$10,000 Deposit	Per Application	Council Action	3/5/2007
PLANNING ENGINEERING	Professional Consulting Engineering Plan Review Services as Determined by the City (for all Land use categories)	Actual Costs	Quotations Per Project Plus 10% Admin. Fee	Council Action	3/24/1994
PLANNING and ENGINEERING	Engineering Reviews For Land Use Developments				
	Engineering review of layout & details of pavement, sidewalks, curbs, signs (Based on length of roads & streets)	\$400 + \$.25/ft	Per Review	Council Action	2/5/2018
	Engineering review of layout & details water, sanitary, storm sewer plans (Based on length of utility main lines)	\$200 + \$.25/ft	Per type of utility, each	Council Action	2/5/2018
	Arrange and conduct construction meetings; Preconstruction with city staff, developer, and contractor(s); Progress or supplemental meetings as needed	\$500	Per Review	Council Action	2/5/2018
	Review of construction material submittals (e.g. site plans)	\$250	Per Review	Council Action	2/5/2018
	Sanitary sewer materials	\$150	Per Review	Council Action	2/5/2018
	Storm sewer materials	\$150	Per Review	Council Action	2/5/2018
	Water main materials	\$250	Per Review	Council Action	2/5/2018
	Witness of Water Main Pressure Test	\$200	Per Test	Council Action	2/5/2018
	Final Engineering Inspection of site and documentation	\$500 + 15% of review fee	Per Project	Council Action	2/5/2018
PLANNING and ENGINEERING	STORM WATER MANAGEMENT REVIEW				
	Applies to projects subject to Phase 2 Storm Water Rules				
	Change to Site Plan	\$125	Per Review	Council Action	2/1/2016
	Amendment to Site Plan	\$250	Per Review	Council Action	2/1/2016
	Prelim/Final Site Plan	\$300	Per Review	Council Action	2/1/2016
	Re-review, as needed	Hourly Staff Rate	Per Review	Council Action	
PLANNING and ENGINEERING	ACCESS MANAGEMENT REVIEW - Article 14, Zoning				
	Applies to projects within 300' of the US-12 Corridor				
	Change to Site Plan	\$125	Per Review	Council Action	2/1/2016
	Amendment to Site Plan	\$250	Per Review	Council Action	2/1/2016
	Prelim/Final Site Plan	\$300	Per Review	Council Action	2/1/2016
	Re-review, as needed	Hourly Staff Rate	Per Review	Council Action	
PLANNING and ENGINEERING	SPA-1 REQUIREMENTS REVIEW - Article 11a, Zoning				
	Applies to projects within the E. Corridor of US-12				
	Change to Site Plan	\$125	Per Review	Council Action	2/1/2016
	Amendment to Site Plan	\$250	Per Review	Council Action	2/1/2016
	Prelim/Final Site Plan	\$300	Per Review	Council Action	2/1/2016
	Re-review, as needed	Hourly Staff Rate	Per Review	Council Action	
PLANNING and ENGINEERING	BUILDING APPEARANCE REVIEW - Sec 5.07 & 7.16 Zoning				
	Applies to projects within the R-3, R-3A, and I-2 Districts				
	Change to Site Plan	\$125	Per Review	Council Action	2/1/2016
	Amendment to Site Plan	\$250	Per Review	Council Action	2/1/2016
	Prelim/Final Site Plan	\$300	Per Review	Council Action	2/1/2016
	Re-review, as needed	Hourly Staff Rate	Per Review	Council Action	

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DEPARTMENT OR CATEGORY	DESCRIPTION OR EXPLANATION OF FEE/CHARGE/RATE	FEE DETERMINATION		FEE ADOPTION REFERENCE:	DATE FEE LAST REVISE
		AMOUNT (\$)	BASIS FOR AMOUNT		
PARKS & RECREATION - PASS HOLDER FEES AT SALINE REC. CENTER"	PASS HOLDER FEE SCHEDULE:				
	PLAN #1 - INDIVIDUAL RESIDENT				
	FOR: Individual residents and property owners within the Saline Area School District; individual residents within Pittsfield Twp. Portion of the Saline School District; Individuals employed by businesses in the Saline School District or within Pittsfield Twp. portion of the Saline School District	\$319.00	Annual Rate	Council Action	12/4/2017
		\$50.00	Monthly Rate	Council Action	12/4/2017
Family Plans" include the parents and dependents which live in the same home (as defined by the City.		\$33.00	Monthly Recurring Billing	Council Action	12/4/2017
	PLAN #2 - INDIVIDUAL NON-RESIDENT	\$409.00	Annual Rate	Council Action	12/4/2017
		\$65.00	Monthly Rate	Council Action	12/4/2017
		\$42.00	Monthly Recurring Billing	Council Action	12/4/2017
"Couples Plan" includes 2 adults living in the same household.	PLAN #3 - RESIDENT FAMILIES	\$617.00	Annual Rate	Council Action	12/4/2017
		\$99.00	Monthly Rate	Council Action	12/4/2017
		\$64.00	Monthly Recurring Billing	Council Action	12/4/2017
	PLAN #4 - NON-RESIDENT FAMILIES	\$759.00	Annual Rate	Council Action	12/4/2017
		\$121.00	Monthly Rate	Council Action	12/4/2017
		\$79.00	Monthly Recurring Billing	Council Action	12/4/2017
	PLAN #5 - SENIOR CITIZEN, INDIV, RESIDENTS	\$239.00	Annual Rate	Council Action	12/4/2017
	FOR: Same Residential Status as in Plan #1, but for	\$38.00	Monthly Rate	Council Action	12/4/2017
	Individuals either Aged 60 and over	\$25.00	Monthly Recurring Billing	Council Action	12/4/2017
	PLAN #6 - YOUTH, INDIVIDUAL RESIDENT	\$253.00	Annual Rate	Council Action	12/4/2017
	FOR: Same Residential status as in Plan #1, but for	\$40.00	Monthly Rate	Council Action	12/4/2017
	individuals Aged 17 and under	\$26.00	Monthly Recurring Billing	Council Action	12/4/2017
	PLAN #7 - SENIOR CITIZEN / YOUTHS – INDIVIDUAL, NON-RESIDENTS	\$319.00	Annual Rate	Council Action	12/4/2017
		\$50.00	Monthly Rate	Council Action	12/4/2017
		\$33.00	Monthly Recurring Billing	Council Action	12/4/2017
	PLAN #8 - SENIOR CITIZEN FAMILIES - RESIDENTS	\$461.00	Annual Rate	Council Action	12/4/2017
	FOR: Same Residential Status as in Plan #1, but	\$74.00	Monthly Rate	Council Action	12/4/2017
	Head of Household is Aged 60 or over	\$48.00	Monthly Recurring Billing	Council Action	12/4/2017
	PLAN #9 - SENIOR CITIZENS FAMILIES NON-RESIDENTS	\$558.00	Annual Rate	Council Action	12/4/2017
	Head of household is aged 60 or over	\$89.00	Monthly Rate	Council Action	12/4/2017
		\$58.00	Monthly Recurring Billing	Council Action	12/4/2017
	PLAN #10 –RESIDENT COUPLE	\$479.00	Annual Rate	Council Action	12/4/2017
		\$77.00	Monthly Rate	Council Action	12/4/2017
		\$50.00	Monthly Recurring Billing	Council Action	12/4/2017
PLAN #11 –NON-RESIDENT COUPLE	\$614.00	Annual Rate	Council Action	12/4/2017	
	\$98.00	Monthly Rate	Council Action	12/4/2017	
	\$64.00	Monthly Recurring Billing	Council Action	12/4/2017	
	FAMILY EXTEND PLAN: For additional adults that live in the	\$ 100/adult	Annual Rate	Council Action	12/4/2017
PARKS & RECREATION – PASS-HOLDER CORPORATE RATES	<i>FOR BUSINESSES IN SALINE SCHOOL DISTRICT</i>	IND / COUPLE / FAMILY			
	3 - 15 employees	\$287(30) / 432(45) / 555(58)	Ind / couple / family rate	Council Action	12/4/2017
	16 - 25 employees	\$277(29) / 422(44) / 545(57)	Ind / couple / family rate		
	26 - 50 employees	\$267(28) / 412(43) / 535(56)	Ind / couple / family rate		
	51 - 100 employees	\$257(27) / 402(42) / 525(55)	Ind / couple / family rate		
	101 + employees	\$247(26) / 392(41) / 515(54)	Ind / couple / family rate		

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DEPARTMENT OR CATEGORY	DESCRIPTION OR EXPLANATION OF FEE/CHARGE/RATE	FEE DETERMINATION		FEE ADOPTION REFERENCE:	DATE FEE LAST REVISE		
		AMOUNT (\$)	BASIS FOR AMOUNT				
PARKS & RECREATION – PASS-HOLDER CORPORATE RATES	<i>FOR BUSINESSES OUTSIDE SALINE SCHOOL DIST</i>		IND / COUPLE / FAMILY				
	3 - 15 employees	\$368(38) / 553(58) / 683(71)	Ind / couple / family rate		Council Action	12/4/2017	
	16 - 25 employees	\$358(37) / 543(57) / 673(70)	Ind / couple / family rate				
	26 - 50 employees	\$348(36) / 533(56) / 663(69)	Ind / couple / family rate				
	51 - 100 employees	\$338(35) / 523(55) / 653(68)	Ind / couple / family rate				
	101 + employees	\$328(34) / 513(54) / 643(67)	Ind / couple / family rate				
PARKS & REC - DAILY ADMISSION FOR SALINE REC CENTER	<i>ADMISSION FEE SCHEDULE:</i>						
	Adult Fee(19-59 yrs)	\$12.00	Per Person Per Day		Council Action	12/4/2017	
	Senior Fee(60+)	\$8.00	Per Person Per Day				
	Youth Fee(3-18 yrs)	\$5.00	Per Person Per Day				
PARKS & RECREATION –	RENTAL of space for meetings and social functions arranged by applying at the Recreation Center - 429-3502 x.2503						
	Resident Member	Non-Res. Non-Mem.	Resident Member	Non-Res. Non-Mem.			
BUILDING RENTAL FOR SALINE REC CENTER	(Per hour)	(Per hour)	(Per hour)	(Per hour)			
	Multi-purpose Rm	\$ 50	\$ 70	Leisure Pool \$ 120	\$220		
	Class Room	\$ 40	\$ 60	Competition Pool	\$ 150 \$275		
	Aerobics Floor	\$ 50	\$ 70	Gymnasium	\$ 75 \$100		
	Racquetball	\$ 30	\$ 50	Total Facility	\$ 200 \$350		
	Kids Corner	\$ 40	\$ 60	Lock-In	\$1400 or \$14/per person whichever is greater		
	Cabana Room	\$ 75	\$100				
	Note: Pools&Gym are rented after regular business hours only. After-hour rentals incur an added cost of \$20./hour for each staff person required for the rental. There is a (1) one hour minimum on all rentals. All rentals are subject to approval.						
PARKS & REC – INDOOR COURT	RENTAL of Racquetball Court:		Members	\$5.00	Per Hour	Council Action	3/7/2005
			Non-Members	\$5.00	Per Hour + Daily Fee		
RENTAL AT REC CENTER	RENTAL of Wallyball Court:		Members	\$5.00	Per Hour		3/7/2005
			Non-Members	\$5.00	Per Hour + Daily Fee		
PARKS & REC – SPEC PROGRAMS, EVENTS & CLASSES	FEES for these Special Programs are as established in Recreation Department Seasonal Booklets and Brochures		As determined by Rec. Director		Council Action		
PARKS & REC – ADMINISTRATION	REFUND ADMINISTRATIVE FEE		\$10.00	Per refund occurrence	Council Action	3/7/2005	
PARKS & REC - FIELD RENTAL	*RENTAL Fee for athletic fields on a seasonal basis. (ball fields, soccer fields)		\$1,325.00	Per season, per field	Council Action	2/9/2000	
	RENTAL Fee for Athletic fields on a daily basis.: Soccer, ballfields, tennis courts, and volleyball courts		\$40.00	Per field, per court - per 2-hour period	Council Action	2/5/2018	
	*up to 50% offset of field costs for in-kind capital improvement which are pre-approved by Parks & Beautification Commission and Staff						
PARKS & REC – PAVILION RENTAL	RENTAL Fee for Curtiss Park Pavilion:						
	Regular Weekdays		\$60.00	Per reservation/day	Council Action	3/7/2005	
	Weekends and Holidays		\$90.00	Per reservation/day		3/7/2005	
	RENTAL Fee for Mill Pond Pavilions:						
	Rent one Pavilion A or B: Regular Weekdays		\$50.00	Per reservation/day	Council Action	3/7/2005	
	Rent one Pavilion A or B: Weekends and Holidays		\$80.00	Per reservation/day		3/7/2005	
	Renting both A and B: Regular Weekdays		\$80.00	Per reservation/day	Council Action	3/7/2005	

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		AMOUNT (\$)	BASIS FOR AMOUNT		
PARKS & REC – PAVILION RENTAL	Renting both A and B: Weekends and Holidays	\$120.00	Per reservation/day		3/7/2005
	RENTAL Fee for Rotary Pavilion at Tefft Park:				
	Regular Weekdays	\$50.00	Per reservation/day	Council Action	8/20/2007
	Weekends and Holidays	\$80.00	Per reservation/day		
	Transfer Fee to change reservation dates	\$10.00	Per transfer	Council Action	2/4/2013
POLICE – IMPOUNDMENT	IMPOUNDING FEES:				
	Vehicles (Towing & Storage - Administration)	\$50 .00	Per Vehicle	Ord. #128, 6-2-53	3/4/2013
	Dogs, Impoundment fee	\$20.00	Per Dog	Council Approval	2/9/2009
POLICE	BREATH TEST - Administer Preliminary Breath Test	\$10.00	Per test	Council Approval	2/5/2018
POLICE	FINGER PRINT (fee composed of City, State, and FBI fees)	\$64.25	Per person	Council Approval	2/1/2016
POLICE – PARKING VIOLATIONS	PARKING VIOLATION NOTICE / CITATION	PAID IN PERSON - SAME DAY	PAID WITHIN 14 DAYS	PAY AFTER 14 DAYS	COUNCIL ACT
	For the following Offenses:				
	Overtime parking: _____ Zone	\$10.00	\$20.00	\$30.00	
	Not parked within space	\$10.00	\$20.00	\$30.00	3/3/2003
	Parked over legal limit	\$10.00	\$20.00	\$30.00	
	Over Margin	\$10.00	\$20.00	\$30.00	3/3/2003
	Violation of Time Limit	\$10.00	\$20.00	\$30.00	3/3/2003
	On Sidewalk; or Blocking Driveway; or Within Intersection	\$10.00	\$20.00	\$30.00	3/3/2003
	Within 15 ft. of Hydrant; or Within 30 ft. of Street side	\$10.00	\$20.00	\$30.00	3/3/2003
	Blocking a Crosswalk; or In alley	\$10.00	\$20.00	\$30.00	3/3/2003
	Within 20 ft. of an entrance of Fire Station	\$10.00	\$20.00	\$30.00	3/3/2003
	Prohibited parking, posted	\$10.00	\$20.00	\$30.00	3/3/2003
	Abandoned vehicle, over 48 hrs. (Plus towing and storage)	\$10.00	\$20.00	\$30.00	3/3/2003
	Obstructing traffic	\$10.00	\$20.00	\$30.00	3/3/2003
	Left to curb; Over 12" from curb	\$10.00	\$20.00	\$30.00	3/3/2003
	All other violations	\$10.00	\$20.00	\$30.00	3/3/2003
	Handicap Parking Spaces	\$50.00	\$75.00	\$100.00	3/3/2003
POLICE –	PARKING PERMIT TYPE AND LOT NUMBER				
	Lot 3 & 5 Parking Permits for 1-week period	\$30.00	Per 1-week period	Council Resolution	11/17/2014
	Lot 3 & 5 Parking Permits for 1-week period	\$45.00	Per 2-week period	Council Resolution	11/17/2014
POLICE – ALARMS	ALARM SYSTEMS:				
	Connection Fee		Approved by City Council	Ordinance #347	5/20/1980
	Annual Permit		Approved by City Council		
	False Alarm Response Fees:				
	1 - 2 False Alarms / Year	No Charge	Per System	Council Action	3/5/2001
	3 rd False Alarm (same year)	\$50.00	Per System	Council Action	3/3/2003
	4 th False Alarm (same year)	\$75.00	Per System	Council Action	
5 th False Alarm (same year)	\$100.00	Per System	Council Action		
6 th or more False Alarms	\$150.00	Per System	Council Action		

CITY OF SALINE FEEBOOK -2019

updated 3/5/2019

DEPARTMENT OR CATEGORY	DESCRIPTION OR EXPLANATION OF FEE/CHARGE/RATE	FEE DETERMINATION		FEE ADOPTION REFERENCE:	DATE FEE LAST REVISE	
		AMOUNT (\$)	BASIS FOR AMOUNT			
POLICE – ADMINISTRATIVE	Copies of Accident Reports	\$16.00	Per Report	Council Action	10/5/2009	
	Copy of Police Reports	See FOIA rate, page 26				
	Hand Gun Permit	\$ 0 (Fee Repealed 2006)	Per Gun	Council Action	2/20/1995	
	Fingerprinting CPL	\$15.00	Per Person	Council Action	2/1/2016	
	Copy of Audio Records	\$25.00 plus material costs *	Per Copy	Council Action	3/4/2013	
	Copy of Video Records	\$25.00 plus material costs*	Per Copy	Council Action	3/4/2013	
	Copy of Photos	Actual Cost plus \$10.00		Council Action	3/3/2003	
	Notary Public Services	\$10.00	Per document	Council Action	3/5/2007	
		* mat'l costs for flash drives:				*3-5-13
		8GB = \$8.00				
		16GB = \$16.00				
		32GB = \$32.00				
	64GB = \$64.00					
POLICE - MOTOR CARRIER	<i>FINE SCHEDULE (Pounds over limit)</i>					
	1,001 - 2,000	\$0.03	Per Pound	Ordinance # 555	8/21/1995	
	2,001 - 3,000	\$0.06	Per Pound	PA 300 257.722 & 724		
	3,001 - 4,000	\$0.09	Per Pound			
	4,001 - 5,000	\$0.12	Per Pound			
	5,001 - 10,000	\$0.15	Per Pound			
	10,001 - greater	\$0.20	Per Pound			
WWTP & SEWER	Receiving Septage	\$0.080	Per Gallon	Council Action	5/1/2017	
WWTP – LABORATORY SERVICES	WATER ANALYSIS FEES(Including water main testing)					
	Fee to Collect Samples:	\$30.00	Per half-hour trip-Each	Council Action	3/3/2014	
WATER LINE TESTS & OTHER	<u>Standard Testing fees:</u>					
	Fluoride Analysis	\$15.00	Per Test	Council Action	3/3/2003	
	Chlorine Residual Analysis	\$3.00	Per Test	Council Action	3/3/2014	
	Bacteriological Analysis	\$25.00	Per Test	Council Action	4/5/1999	
	<u>Microbiology Analysis:</u>					
	Bacteria, Total Coliform (MF)*	\$20.00	Each	Council Action	4/5/1999	
	Bacteria, Fecal Coliform (MF)*	\$20.00	Each	Council Action	4/5/1999	
	Heterotrophic Plate Count *	\$30.00	Each	Council Action	3/3/2014	
	Additional fee for weekend and after work hours	Actual staff costs	Regular or Overtime rate	Council Action	1/24/2011	
	*These analysis require advance notification to allow compliance with sample holding times					
WWTP/SEWER SERVICE	Extra Strength Sewage Surcharge					
	6/1/18 rates					
	Biological Oxygen Demand (BOD)	\$0.3878	Per Pound	Council Action	5/21/2018	
	Suspended Solids (SS)	\$0.4108	Per Pound	Council Action	5/21/2018	
	Phosphorus	\$4.0488	Per Pound	Council Action	5/21/2018	
Special Rates (Metered Sewage)		Per Council	Per Council			
WWTP FACILITY - INDUSTRIAL PRETREATMENT OF WASTE WATER	INDUSTRIAL PRETREAT & SURVEILLANCE FEES					
	Fees to Collect Samples:					
	Composite Sample	\$40.00	Per Sample	Council Action	2/6/2012	
	Grab Sample	\$20.00	Per Sample	Council Action	2/6/2012	

CITY OF SALINE FEEBOOK -2019

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DEPARTMENT OR CATEGORY	DESCRIPTION OR EXPLANATION OF FEE/CHARGE/RATE	FEE DETERMINATION		FEE ADOPTION REFERENCE:	DATE FEE LAST REVISE
		AMOUNT (\$)	BASIS FOR AMOUNT		
WWTP FACILITY - INDUSTRIAL PRETREATMENT OF WASTE WATER	Fees to Perform Analysis: Metals (excluding Mercury)	\$30.00	Each	Council Action	3/3/2014
	Mercury (low level)	\$90.00	Per Sample	Council Action	3/3/2003
	Cyanide	\$55.00	Each	Council Action	3/3/2014
	Oils & Grease	\$55.00	Each		3/3/2014
	Total/Volatile suspended solids	\$15.00	Each		
	Total Phosphorus	\$15.00	Each	Council Action	3/3/2003
	Ammonia Nitrogen	\$15.00	Each		
	Biochemical Oxygen Demand	\$20.00	Each	Council Action	4/5/1999
	Total Dissolved Solids	\$20.00	Each	Council Action	3/3/2014
	pH	\$5.00	Each	Council Action	3/3/2003
SEWER SERVICE	READINESS-TO-SERVE CHARGE	Rates Per Quarter			
	Effective Date:	6/1/2018			6/18 Rates:
	Meter Size: 5/8" or 3/4"	\$27.45		Council Action	5/21/2018
	1" or 1 1/4"	\$68.63		Council Action	5/21/2018
	1 1/2"	\$137.25		Council Action	5/21/2018
	2"	\$219.60		Council Action	5/21/2018
	3"	\$439.20		Council Action	5/21/2018
	4"	\$686.25		Council Action	5/21/2018
6"	\$1,372.50		Council Action	5/21/2018	
SEWER SERVICE	FIXED QUARTERLY BILLING, ALL USERS				
	Effective Date:	6/1/2018			
	Per Bill	\$6.99			5/21/2018
SEWER SERVICE	CONSUMPTION CHARGE				
	Effective Date 6/1/2018	\$5.41	Per thousand gallons	Resolution	5/21/2018
WATER SERVICE	FIXED QUARTERLY BILLING, ALL USERS				
	Effective Date:	6/1/2018			
	Per Bill	\$6.57			5/21/2018
WATER SERVICE	CONSUMPTION CHARGE				
	Effective Date 6/1/2018	\$5.26	Per thousand gallons	Resolution	5/21/2018
WATER SERVICE	READINESS-TO-SERVE CHARGE	Rates Per Quarter			
	Effective Date:	6/1/2018			6/18 Rates:
	Meter Size: 5/8" or 3/4"	\$19.04		Council Action	5/21/2018
	1" or 1 1/4"	\$47.60		Council Action	5/21/2018
	1 1/2"	\$95.20		Council Action	5/21/2018
	2"	152.32		Council Action	5/21/2018
	3"	\$304.64		Council Action	5/21/2018
	4"	\$476.00		Council Action	5/21/2018
6"	\$952.00		Council Action	5/21/2018	

CITY OF SALINE FEEBOOK -2019

updated 3/5/2019

DEPARTMENT OR CATEGORY	DESCRIPTION OR EXPLANATION OF FEE/CHARGE/RATE	FEE DETERMINATION		FEE ADOPTION REFERENCE:	DATE FEE LAST REVISE
		AMOUNT (\$)	BASIS FOR AMOUNT		
WATER & SEWER – TREASURER	DELINQUENCY PENALTIES				
	(W&S) BILLS:				
	Fixed Penalty Rate	10% of bill	Per bill	Council Action	6/18/2007
	Additional (Overdue) rate	.75% of bill	Per month per bill		
	Referred To County For Collection	\$75.00	Per bill		
WATER & SEWER – TREASURER	TENANT DEPOSITS				
	Property within city limits	3 x estimated quarterly bill	Quarterly bill	Council Action	2/9/2009
	Property outside of city limits	3 x estimated monthly bill	Monthly bill	Council Action	2/9/2009
WATER & SEWER	TURN-ON CHARGE DUE TO NON-PAYMENT OF QUARTERLY				
	On (During DPW hours)	\$45 Minimum of actual	Per Turn-On	Council Action	8/6/2018
	Charges if Overtime (2-Hour Minimum)	Actual costs	Per Turn-On	Council Action	5/15/2006
	TURN ON/OFF (TO REPAIR SERVICE):				
	During DPW Work Hours	\$45 Minimum of actual	Per Call	Council Action	8/6/2018
	Charges if Overtime (2-Hour Minimum)	Actual Costs	Per Call	Council Action	5/15/2006
	WATER CURB STOP				
	Locate/test Curb Stop without Shutoff; Regular Hours	\$45.00	Per each location	Council Action	3/4/2019
	Water Key Deposit Rent	\$100.00	Per day	Council Action	3/4/2019
WATER and DPW	SALE OF WATER TO CONTRACTORS				
	(For use only within the City Limits)				
	Standby Charge for Hydrant usage	\$25.00	Per Month	Council Approval	6/20/2005
	Meter Deposit Required		Per Installation	Council Approval	3/3/2014
	Consumption Charge	\$6.00	Per 1,000 Gallons or each draw or fill	Council Approval	3/1/2010
	Bulk Sale of 4,000 gallons or less	\$25.00		Council Approval	3/3/2014
WATER, DPW FIRE HYD.	Water Rates for Customers Outside of the City Limits	3 x Normal Rates	As Regulated Herein	Council Action	1/1/1964
	Fire Hydrant Rental	\$75.00	Per Year (Paid Quarterly)	Ord. # 671	10/1/2003
	Penalty for Unauthorized Use of a Hydrant	\$500.00	Per Violation	Ord. # 618	1999
	Hydrant Deposit for Temporary Water	\$500.00	Per Application		2/6/2012
WATER and DPW	TURN ON/OFF WATER AND INSTALL METER				
	During Business Hours	\$75.00	Per Call	Council Action	8/6/2018
	Overtime Hours	Actual Costs	Per Call	Council Action	8/6/2018
WATER and DPW	WATER LINE FREEZING				
	During Business Hours	\$70.00	Per Call	Council Action	8/6/2018
	Overtime Hours	Actual Costs	Per Call	Council Action	8/6/2018
	TURN OFF WATER, REMOVE METER, AND STORE FOR REINSTALLATION				
	During Business Hours	\$75.00	Per Call	Council Action	8/6/2018
	Overtime Hours	Actual Costs	Per Call	Council Action	8/6/2018
WATER and DPW IRRIGATION METERS	METER SET FEES - IRRIGATION METERS & BACKFLOW PREVENTER FOR: RESIDENTIAL & OTHER BUILDINGS	(Check Valves included)			
	¾" Disc Meter	\$475.00	Per Meter Size	Council Action	8/6/2018
	1" Disc Meter	\$700.00	Per Meter Size		8/6/2018

CITY OF SALINE FEEBOOK -2019

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DEPARTMENT OR CATEGORY	DESCRIPTION OR EXPLANATION OF FEE/CHARGE/RATE	FEE DETERMINATION		FEE ADOPTION REFERENCE:	DATE FEE LAST REVISE
		AMOUNT (\$)	BASIS FOR AMOUNT		
WATER and DPW IRRIGATION METERS	1 1/2" Turbine Meter	\$2,100.00	Per Meter Size		8/6/2018
	1 1/2" Disc Meter	\$1,400.00	Per Meter Size		8/6/2018
	2" Turbine Meter	\$2,200.00	Per Meter Size		8/6/2018
	2" Disc Meter	\$1,625.00	Per Meter Size		8/6/2018
		(Cost of Check Valves to be added)			
	3" Turbine Meter	\$ 3,125.00 + BPAC costs	Per Meter Size		8/6/2018
	4" Turbine Meter	\$ 4,250.00 + BPAC costs	Per Meter Size		8/6/2018
	6" Turbine Meter	\$ 7,000.00 + BPAC costs	Per Meter Size		8/6/2018
8" Turbine Meter	\$ 9,575.00 + BPAC costs	Per Meter Size		8/6/2018	
WATER, SEWER - CONNECTION PERMIT CHARGES	RESIDENTIAL BUILDINGS (Per Dwelling Unit):	July 1, 2018 - June 30, 2019	July 1, 2019 - June 30, 2029	2016 Tetra Tech Study	
	Water	\$2,094.20	\$2,220.80		
	Sewer	\$4,719.75	\$5,227.50		
	OTHER BUILDINGS: Per Meter by size				
Rate determined at time of Occupany Permit issuance	3/4" Meter-Water	\$2,094.20	\$2,220.80		
	Sewer	\$4,719.75	\$5,227.50		
	1" Meter-Water	\$2,094.20	\$3,702.00		
	Sewer	\$4,719.75	\$8,712.60		
Rate determined at time of Occupany Permit issuance	1 1/2" Meter-Water	\$3,491.00	\$7,403.00		
	Sewer	\$15,732.80	\$17,425.20		
	2" Meter-Water	\$6,981.00	\$11,844.60		
	Sewer	\$25,172.00	\$27,880.00		
	3" Meter-Water	\$22,338.80	\$23,689.20		
	Sewer	\$50,344.00	\$55,760.00		
	4" Meter-Water	\$34,904.00	\$37,014.00		
	Sewer	\$78,662.80	\$87,125.20		
	6" Meter-Water	\$69,807.00	\$74,027.00		
	Sewer	\$157,325.00	\$174,250.00		
WATER, SEWER - CONNECTION PERMIT CHARGES	MULTIPLE-FAMILY INSTITUTION FACILITIES – ELDERLY, FOSTER CARE, OR SIMILAR USE – If approved by the City Council	Residential Equivalent Unit (REU) Factor	Residential Building Rate x Number of units x REU	Ordinance #740	5/21/2012
	3/4" Disc Meter	\$450.00	Per Meter Size	Council Action	8/6/2018
WATER and DPW - METER SET FEES FOR CONNECTION PERMITS FOR: RESIDENTIAL & OTHER BUILDINGS	1" Disc Meter	\$550.00	Per Meter Size		8/6/2018
	1 1/2" Turbine Meter	\$1,675.00	Per Meter Size		8/6/2018
	1 1/2" Disc Meter	\$975.00	Per Meter Size		8/6/2018
	2" Compound Meter	\$2,775.00	Per Meter Size		8/6/2018
	2" Turbine Meter	\$1,700.00	Per Meter Size		8/6/2018
	2" Disc Meter	\$1,150.00	Per Meter Size		8/6/2018
Rate determined at time of Occupany Permit issuance	3" Compound Meter	\$4,500.00	Per Meter Size		8/6/2018
	3" Turbine Meter	\$3,175.00	Per Meter Size		8/6/2018

CITY OF SALINE FEEBOOK -2019

updated 3/5/2019

DEPARTMENT OR CATEGORY	DESCRIPTION OR EXPLANATION OF FEE/CHARGE/RATE	FEE DETERMINATION		FEE ADOPTION REFERENCE:	DATE FEE LAST REVISE
		AMOUNT (\$)	BASIS FOR AMOUNT		
Rate determined at time of Occupany Permit issuance	4" Compound Meter	\$6,200.00	Per Meter Size		8/6/2018
	4" Turbine Meter	\$4,275.00	Per Meter Size		8/6/2018
	6" Compound Meter	\$9,900.00	Per Meter Size		8/6/2018
	6" Turbine Meter	\$7,050.00	Per Meter Size		8/6/2018
	8" Turbine Meter	\$9,625.00	Per Meter Size		8/6/2018
	6" x 8" Compound Meter	\$10,750.00	Per Meter Size		8/6/2018

APPENDIX C – FOIA COSTS (Orig.: 2-9-09; last revised: 7-1-2015)

SCHEDULE OF CHARGES FOR FREEDOM OF INFORMATION ACT REQUESTS

The cost for copying records using normal photocopy machines, including paper cost, machine cost, toner cost and drum maintenance, but not including labor cost:

COPIES:	Black & White	Color		
Per sheet 8 1/2 x 11	\$.05	\$.10		
Per sheet 11 x 17	\$.10	\$.15		

The cost of reproduction media other than paper, but not including labor cost:

Audio recording tape:	\$ 1.25 per cassette			
CD:	\$.15 per CD			
DVD-R	\$.20 per DVD			
ENVELOPE (other than letter size)	\$ 1.00 per envelope			
MAILING OF DOCUMENTS	Actual Postage Cost			
USB Flashdrive 8 mg	\$ 10.00 per flashdrive			
<u>*Labor for FOIA Request:</u>				

Please see FOIA Procedures and Guidelines for information regarding labor fees, indigent and other pertinent information.

Items in Appendix D adopted by Council on 4/6/2015

APPENDIX D – FRINGE BENEFIT CHARGES to be applied to GENERAL INVOICING FOR FORCE ACCOUNT AND OTHER SERVICES

Department	Fringe % FTE	Fringe % Part Time	Council Action	4/6/2015
Public Works, Wastewater/Water/Parks	13.45%	10.45%	Council Action	4/6/2015
Police accident reports:	12.41%	9.41%	Council Action	4/6/2015
General Office	10.94%	7.94%	Council Action	4/6/2015