

CITY OF NILES SCHEDULE OF FEES

GENERAL MUNICIPAL FEE SCHEDULE 2023	
Assessment Record	0.10 per page
Notary Services	\$5.00 for City of Niles residents
Marriage Service conducted by the Mayor	\$10.00
NSF Fee (For Bounced Payment Checks)	\$25.00 per check
Event Application Fee	<ul style="list-style-type: none"> • \$25.00 Class I • \$75.00 Class II with Council Approval and Liability Insurance Certificate Required • \$50.00 Inflatables on City Property Plus Liability Insurance
FOIA	<ul style="list-style-type: none"> • Research – 1st 15 min. Free • Thereafter – Per hour – Lowest paid employee that can provide the information requested. • Increments – ¼ hour. • \$0.10 per page – Copies • Deposit – Half the estimated cost over \$50.00
Deed Recorded for Sale of City Owned Property	Actual Cost
Mobile Food Truck and Vendor	\$20/Year
Ordinances	Obtained from Website www.nilesmi.org Actual Cost - Hardbound Copy
Peddlers/Transient Merchant License	<ul style="list-style-type: none"> • \$20/day • \$50/week • \$150/month Background Check required. Veterans and Non-Profit Excluded
Public/Legal Notice	Actual Cost
Elections	\$25. 00 Register Voters List
	\$5.00 Each Precinct Maps
Credit Card Transactions	3% Transaction Fee, \$2.00 minimum
E-Check Transactions	\$3.00

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BUILDING AND SAFETY DIVISION	
Garage Sale Permit	\$1.00
Demolition	\$50.00 Residential \$300.00 Commercial \$500.00 Waiver - Plus Professional Service Costs
Construction Board of Appeals Hearing	\$575.00
Rental Registration & Inspections	\$25.00 Registration \$15.00 Per Unit
Landfill Voucher	Free – Annual with address & ID provided
Building Permits	Based on cost of project
Electrical Permits	Per line item schedule on application
Mechanical Permits	Per line item schedule on application
Plumbing Permits	State of Michigan issue

CODE ORDINANCE ENFORCEMENT	
Weed/Grass Removal	\$25 Admin fee plus costs incurred / liable
Nuisance/Blight Removal	\$25 Admin fee plus costs incurred / liable
Hazardous Materials Removal	\$25 Admin fee plus costs incurred / liable
Property Maintenance Code – Administrative Fee	Citation fees set by Berrien County Court System
Note: All expenses incurred for the removal of weeds or grass will be calculated by either using the total charge for a contractor to do the work or by using a minimum of one hour of labor/equipment charges for DPW employees if the work is done by the City.	

POLICE DEPARTMENT	
Accident Report	\$5.00 per Report
Police Report	<ul style="list-style-type: none"> • \$10.00 per Report • \$0.25 Additional Pages
Fingerprints	\$5.00
Local Records Check	\$5.00
Gem Dealer Application	\$50.00
Vehicle Inspections	\$100.00
PBT Test	\$3.00

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<u>PLANNING, ZONING, AND ECONOMIC DEVELOPMENT FEE SCHEDULE</u>	
Planning and Zoning Documents	<ul style="list-style-type: none"> • \$25.00 or \$0.10/page Master Plan • \$25.00 or \$0.10/page Zoning Ordinance • \$5.00 Tabloid Page Zoning Map
Zoning Compliance Permit	\$50.00
New Construction	<ul style="list-style-type: none"> • \$50.00 Single Family • \$150.00 All Others
Site Plan Review	\$1000.00
Site Plan Amendment Review	\$500.00
Rezoning/Zoning Amendments – Request to Rezone	<ul style="list-style-type: none"> • \$500.00 Residential + Atty Fee • \$500.00 Non-Residential + Atty Fee • \$500.00 Conditional + Atty Fee
Planned Unit Development (PUD)	\$1000.00
Variance	\$500
Signs – Sign Package Permits	<ul style="list-style-type: none"> • \$25/ea. Single Sign 1 Sign • \$100 Sign Package 2-5 Signs • \$500 Sign Package 6+ Signs
Fence	\$25.00
Special Land Use	\$250
Written Zoning Information Request	<ul style="list-style-type: none"> • \$35 Residential • \$100 Non-Residential
Written Zoning Compliance Review	<ul style="list-style-type: none"> • \$50 Residential • \$150 Non-Residential
Medical & Adult Use Marijuana/Marihuana License	\$5000/Annual per License Type
Medical and Adult Use Marijuana/Marihuana Inspection	\$1000/Facility
Medical and Adult Use Marijuana/Marihuana Late Application Renewal Fee	\$2000 plus \$250/day
Adult Use Marijuana/Marihuana Event Permit	\$5000
Sewer Tap Permit (Per Frontage Foot)	\$500.00 + Attorney Fees: Alley/Street Vacation

<u>GRANT ADMINISTRATION FEE SCHEDULE</u>	
MSHDA Rental Rehab Grant Applications	\$500 application fee

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<u>PARK RENTAL</u>	
Park Rental and Softball Fields	\$25.00
Riverfront Amphitheater Rental	\$25.00
Class I Event at Riverfront Amphitheater	\$25.00 (No City Services Requested)
Class II Event	\$75.00 + City Services Fees (Fees Estimated)

<u>PLYM PARK GOLF COURSE</u>		
Green Fees	Weekdays	<ul style="list-style-type: none"> • \$9.50 for 9 Holes • \$16.00 for 18 Holes
	Weekends/Holidays	<ul style="list-style-type: none"> • \$10.50 for 9 Holes • \$18.50 for 18 Holes
	Leagues	<ul style="list-style-type: none"> • \$9.00 for 9 Holes
	Annual Pass	<ul style="list-style-type: none"> • \$375.00 Regular • \$250.00 Spouse • \$340.00 Senior • \$200.00 Senior Spouse • \$160.00 Junior (17 and under) • \$160.00 League • \$200 League with Cart Membership Required (no refund)
	Electric Golf Cart	<ul style="list-style-type: none"> • \$12.00 for 9 Holes • \$24.00 for 18 Holes

<u>JERRY TYLER MEMORIAL AIRPORT</u>	
Ground Lease	\$0.18/Sq. Ft.

<u>DIAL-A-RIDE TRANSPORTATION</u>	
Demand Response	
Within City Limits	<ul style="list-style-type: none"> • \$3.00 • \$1.50 for students and reduced fare*riders
To, From, Within Township	<ul style="list-style-type: none"> • \$4.00 • \$2.00 for students and reduced fare*riders
Deviated Fixed Route - within 1/2 mile of fixed stop	<ul style="list-style-type: none"> • \$2.00 • \$1.00 for students and reduced fare*riders • \$0.50 for route deviations
Buchanan Rates	
Within City Limits	<ul style="list-style-type: none"> • \$1.50 • \$0.75 Reduced Fare
To, From, Within Township	<ul style="list-style-type: none"> • \$4.00 • \$2.00 for students and reduced fare* riders

*Reduced fare applies to persons receiving Supplemental Security Income, Social Security Disability Income, Veteran's Administration Disability, or Medicare and/or persons age 60 or older. A reduced fare card is required. Applications are available at the DART office and on the buses.

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HISTORY CENTER FEE SCHEDULE	
Research Fees	<ul style="list-style-type: none"> • No Charge – First half-hour • \$15.00 Each Subsequent half-hour
Reproduction Fees	<ul style="list-style-type: none"> • \$0.25 – Black and White Copies 8 ½ x11) • \$1.00 - Color Copies (8 ½ x11) • \$5.00/Scan emailed or saved on personal drive– <ul style="list-style-type: none"> ○ Digital File (TIF or jpg image,300dpi) ○ On DVD provided by NHC add\$1.00 • \$15.00 – Black and White Photo Print (8 ½ x11) • \$20.00 Color Photo Print (8 ½ x11)
Commercial Use/Publication Rights Fee	<ul style="list-style-type: none"> • \$30.00 – Business Use Fee (per photo) • \$50.00 – Publication Use Fee (for the first photo) <ul style="list-style-type: none"> ○ \$25.00 for subsequent photos in the same work • \$50.00 – Website Use Fee <ul style="list-style-type: none"> ○ \$25.00 for subsequent photos at the same website
Note: The payment of use fees does not constitute permission to use items. A separate, signed Permission of Produce or Reproduce form must accompany each order.	
Chapin Mansion Tours	<ul style="list-style-type: none"> • \$5 per person • 18 and under free
Chapin Mansion Photography Fee	<ul style="list-style-type: none"> • \$50/hour Monday – Friday • \$75/hour Weekends

SILVERBROOK CEMETERY	
Graves	<ul style="list-style-type: none"> • \$800 Flush Marker • \$900/\$1000 Upright Marker-Premium for near Creek • \$600.00 Veteran’s Section • \$250.00 Baby Section • \$600.00 Cremation • \$600.00 2nd Burial Graves (Baby, Cremains, etc.) Flush Marker area only
Burial	<ul style="list-style-type: none"> • \$900.00 Adult with Tent & Greens • \$700.00 Adult without Tent & Greens • \$200.00 Baby • \$225.00 Baby, Cemented • \$350.00 Cremains CementedUrn • \$350.00 Cremains UrnVaults • \$650.00 Mausoleum Small Opening • \$700.00 Mausoleum Large Opening
Columbarium Niche w/Plaque (open and close of grave included)	<ul style="list-style-type: none"> • \$1,200-\$1,800 Double
Monument/Marker	\$0.75 Foundation
Transfer of Deed	\$50.00
Regular Working Day	Additional \$85.00 per ½ hour After 3pm thru gate.

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Saturday & Holidays (None Scheduled after 11:00am)	<ul style="list-style-type: none"> • Additional \$600.00
Saturday and Holiday Funerals After 11:00 A.M. thru gate	<ul style="list-style-type: none"> • Additional \$600 plus \$85/ ½ Hr. With No Funerals Thru Gate After 1:00 P.M.
Sunday and Holiday Funerals (None Scheduled after 11:00 A.M.)	<ul style="list-style-type: none"> • \$1,000.00
Late Notice Fee (less than 8 working hours notice before funeral)	<ul style="list-style-type: none"> • \$150.00
Disinter Body	<ul style="list-style-type: none"> • \$700.00
Disinter Cremains	<ul style="list-style-type: none"> • \$350.00
Set and Seal Vaults	<ul style="list-style-type: none"> • \$150.00

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<u>SEWER TAP PERMIT</u>	
Sewer Tap Permit	
Per Frontage Foot	<ul style="list-style-type: none"> • \$6.00 Trunk • \$1.00 Special Assessment • N/C Excavation Permit • N.C Sidewalk Permit • N/C Driveway Permit • N/C Dumpster Permit • N/C Tree Removal/Planting Permit • N/C Parade Permit

<u>POLE ATTACHMENT FEE</u>		
Annual Pole Attachment Fee	\$5.69	Per Attachment/Per Year
NON-RECURRING FEES		
One-time License Agreement Fee	\$100.00	
Permit Application Fee (1-50 Poles)	\$50.00	Per Permit Application
Permit Application Fee (50 or More Poles)	\$100.00	Per Permit Application
Make Reach Work Charges		See Article IV(C) (1-6) of Agreement
Miscellaneous Charges		See Article IV and V of Agreement
Inspection Fee		See Council Approved Fee Schedule 4/24/14
UNAUTHORIZED ATTACHMENT PENALTY FEE		
FAILURE TO TIMELY TRANSFER, ABANDON, OR REMOVE FACILITIES PENALTY		5X Annual Attachment Fee, per Occurrence 1/5 Annual Attachment Fee per day, per pole, first 30 days; after the initial 30 days, the penalty shall be equal to the annual attachment fee per day, per pole.
CITY OF NILES UTILITY ATTACHMENT FEE		\$200 minimum per pole or time and materials, whichever is greater.
<u>WASTE FEES</u>		
Recreational Vehicle Waste Dumping	\$20.00	Per Discharge
Wastewater Surcharge Rate for \$/lb.	<ul style="list-style-type: none"> • \$0.15 • \$0.16 • \$2.20 • \$0.50 	<ul style="list-style-type: none"> • BOD \$/lb. • TSS \$/lb. • TP \$/lb. • Ammonia \$/lb.

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WATER AND SEWER SYSTEM

SERVICE TRUCK CALLS	Current Fee	Comment
New Service turn on/ Read and Transfer/turn on-turn off service for repairs	\$28.00	Before 4pm
Seasonal turn on/off	FREE	1 free/yr additional \$28
Service Call before 4 pm-Truck 9	\$28.00	
Missed appointment	\$15.00	
Courtesy calls to forewarn of shut off	FREE	
Tag Customers on pre-shut off list	\$20.00	
Tag renter for property owner - to put account in their name	\$20.00	
Meter Testing @ Customer Request	\$60.00	
After hours turn on/off for customer repairs WATER	\$145.00	\$275 if confined space requiring 2 workers
After hours turn on/off for customer repairs ELECTRIC	\$190.00	
Reconnection/Disconnection at ELECTRIC at pole before 4pm	\$140.00	
Reconnection/Disconnection at ELECTRIC at pole after 4pm	\$345.00	
-- If confined space and/or two workers are required	\$275.00	
New Water Tap Fee 1" Service	\$1,600.00	
New Water Tap Fee Service 2" and higher	T & M	
Appt to review new sprinkling meter set up with customer	\$28.00	
Sprinkling Meter Install	\$250	
Hook up new electric service	T & M	
Field Investigation (1 person, no OT) ELECTRIC	\$85 per hr	\$50hr/additional worker
Field Investigation (1 person, no OT) WATER	\$55 per hr	\$40hr/additional worker
Field Investigation - additional material, vehicles, equipment, subcontractors, etc.	T & M	
Field Investigation (1 person, OT) ELECTRIC	\$190 (first3 hrs)	\$110/hr after 3 hours
Field Investigation- each addt'l person OT ELECTRIC	\$155 (first 3hrs)	\$75/hr after 3 hours
Field Investigation (1 person, OT, Truck) WATER	\$125 (first 3 hrs)	\$60/hr after 3 hours
Field Investigation- each addt'l person OT WATER	\$110 (first 3 hrs)	\$55/hr after 3 hours
Plan Reviews- 1 hr minimum, thereafter 1/2 hour	\$85 per hr.	
Inspections by City per inspector/per hour	ACTUAL COST	Salary/2080+67% fringe+ 10% OH
Pavement Patch HWY	\$800 + T & M	
Pavement Patch	\$475 + T & M	
Banner Installation	\$150.00	
Electric Deposits - Residential	\$200.00	
Electrical Panel	\$60/day	Temporary for Events
Water Deposits - Residential	\$50.00	
Electric Deposits - Commercial	\$200.00	Or 1 month estimated bill
Water Deposits - Commercial	\$100.00	Or 1 month estimated bill
Sewer Dumping Deposit	\$500.00	
Returned Check Fee	\$25.00	
Returned Check Fee ACH	\$35.00	
Provide property owners with copies of their leases	\$5.00	\$4.67 + copying costs = \$5
Provide letter of credit for customer	\$5.00	\$4.67 + copying costs = \$5
Fax/email DHS workers customer information, paid receipts	\$5.00	\$4.67 + copying costs = \$5
Print account history for customer	FREE	
Reprint bills (utility or tax) for customer	FREE	
Make copies for customer	\$0.10/page	
Temporary Construction Dewatering Fee	\$0.03/gal.	

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INDUSTRIAL PRETREATMENT PROGRAM RATES		
IPP Quarterly Administration Expense	\$1,210.00	
IPP Volume Rate	\$0.89	
IPP Sampling Rate	\$341.00	
IPP Analytical Rate		
IPP Commercial User Inspection Fee	\$152.00	
IPP Commercial Ordinance Fee	\$266.00	
IPP Compliance Assistance Rate Per Hour	<ul style="list-style-type: none"> • \$54.62 Superintendent • \$65.54 Superintendent • \$43.56 Chemist • \$52.28 Chemist 	<ul style="list-style-type: none"> • In City • Outside City • In City • Outside City
IPP ANALYTICAL RATES		
Ammonia	\$15.00	
BOD5	\$30.00	
COD	\$25.00	
Fecal Coliform	\$35.00	
Hexavalent Chromium	\$30.00	
Dissolved Oxygen	N/A	
Available Cn	\$65.00	
Total Cn	\$30.00	
Ph	\$5.00	
Grease and Oil	\$45.00	
Non-Polar Oil and Grease	\$20.00	
Total Phosphorus	\$20.00	
Suspended Solids	\$10.00	
EPA 245.1 Hg	\$30.00	
EPA 1631 LL Hg	\$65.00	
Volatile Suspended Solids	\$10.00	
Total Solids	\$10.00	
Total Volatile Solids	\$10.00	
ICP Samples (Ar, As, B, Cd, Cr, Cu, Pb, Ni, Mo, Se, & Zn)	\$15.00	Per Constituent
Other Elements Not Listed Above		Additional Costs