

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	2.39 % or \$3.95 flat fee transaction fee
E-Check Transactions	\$3.95

CITY OF NILES SCHEDULE OF FEES

<u>BUILDING AND SAFETY DIVISION</u>	
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

<u>CODE ORDINANCE ENFORCEMENT</u>	
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.	

<u>POLICE DEPARTMENT</u>	
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

CITY OF NILES SCHEDULE OF FEES

<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

CITY OF NILES SCHEDULE OF FEES

<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"> • \$11.00 for 9 Holes • \$17.00 for 18 Holes
	Weekends/Holidays	<ul style="list-style-type: none"> • \$12.50 for 9 Holes • \$19.00 for 18 Holes
	Leagues	<ul style="list-style-type: none"> • \$10.50 for 9 Holes
	Annual Pass	<ul style="list-style-type: none"> • \$425.00 Regular • \$300.00 Spouse • \$390.00 Senior • \$240.00 Senior Spouse • \$160.00 Junior (17 and under) • \$160.00 League • \$210.00 League with Cart Membership Required (no refund)
	Electric Golf Cart	<ul style="list-style-type: none"> • \$14.00 for 9 Holes • \$26.00 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.

CITY OF NILES SCHEDULE OF FEES

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, Creains, 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 Creains Cemented Urn • \$350.00 Creains Urn Vaults • \$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.

CITY OF NILES SCHEDULE OF FEES

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

CITY OF NILES SCHEDULE OF FEES

<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.

CITY OF NILES SCHEDULE OF FEES

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.	

CITY OF NILES SCHEDULE OF FEES

<u>INDUSTRIAL PRETREATMENT PROGRAM RATES</u>		
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
<u>IPP ANALYTICAL RATES</u>		
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