

2019 Fee Schedule

Cemetery:	Fee	
Space	Resident \$100	Non Resident \$200
Perpetual Care	Resident \$200	Non Resident \$300
Grave Openings:		
Infant – M-F	Resident \$150	Non Resident \$165
Adult – M-F	Resident \$510	Non Resident \$585
Adult – Saturday	Resident \$685	Non Resident \$735
Infant – Saturday	Resident \$185	Non Resident \$235
Adult – Sun. & Holidays	Resident \$935	Non Resident \$1,035
Infant – Sun & Holidays	Resident \$285	Non Resident \$310
Interment of Ashes – M-F	Resident \$150	Non Resident \$185
Interment of Ashes - Saturday	Resident \$185	Non Resident \$210
Interment of Ashes – Sun. & Holidays	Resident \$285	Non Resident \$310
Late charge for burial services ending after 2:30 p.m.	Resident \$100	Non Resident \$100
Winter Surcharge (Dec. 1 – March 31)	Resident \$85	Non Resident \$85
Foundation Grave Markers (Size of Stone)	\$0.35/sq. inch	
Removal of Foundations	\$25 each	
Cemetery Deed Replacement/Transfer	\$25.00 each	
Police Department:		
Reports	Contact KCSD Records at 616.632.6200	
Accident Reports	Contact KCSD Records at 616.632.6200	
Fingerprint Fees	Contact KCSD Records at 616.632.6200	
Preliminary Breath Test (PBT)	Contact KCSD Records at 616.632.6200	
Background Checks – no application	Contact KCSD Records at 616.632.6200	
Code Enforcement Photo CD	\$20	
Code Enforcement Audio/Video Tape CD	\$25/copy	
Code Enforcement Photos	\$2/reprint	
Secondhand/Pawn Dealer License	\$40/year	
Precious Metals & Gem Dealer License	\$40	
Department Parking Citations	\$20 + \$5 10 day late fee \$25	

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Fire Department:	
Reports	\$5 + \$0.25/pg. (see FOIA Costs)
Fire Department Photos	\$2/reprint
Stand-by for an engine/hour	Non-Emergency \$75 Emergency \$125
Stand-by for a Medical Unit/hour	Non-Emergency \$50.00 Emergency \$75
Stand-by for a Brush Truck/hour	Non-Emergency \$55 Emergency \$85
Stand-by for Personnel/hour (each) (minimum of two/apparatus)	Non-Emergency \$12.00 Emergency \$12.00
Miscellaneous:	
FOIA Costs	Hourly wage of lowest paid employee capable of retrieving material + \$0.25/\$0.10/pg & least expensive mailing costs Must utilize most economical means printing cost Labor cost charged in 15 minute increments & rounded down if partial increment
Copying blueprints, large bound documents & color printing	Actual cost of reproduction + hourly wage of lowest paid clerical worker & least expensive mailing costs Must utilize most economical means printing cost Labor cost charged in 15 minute increments & rounded down if partial increment
Mayoral Wedding Fees	\$75 (\$50 Mayor \$25 City)
Morley Park Rental	Resident \$20.00 \$30 Non Resident
Notary Fee	Resident \$0 Non Resident \$5/pg.
Recreational Vehicle Dumping	Resident \$5 Non Resident \$25
Election Inspector Fees	Chairperson \$11.25/hr. Two Hour Minimum Workers/Receiving Board \$9.45/hr. Two Hour Minimum
Board of Review Member Fees	\$10/hr. (2 hr. minimum)
Mileage Reimbursement	Per IRS standard rate 01- 12-31 calendar year
Tax Roll Printout	\$50 each request (Printed or Digital)
Miscellaneous Invoice Late Fee	10% Fee if not paid within 30 calendar days

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Applications and Permits:	
Mobile Vending Unit Permit (Yearly Fee per Mobile Vending Unit)	\$75 on Private Property and \$150 on Public Property
Fireworks Display	\$25
Industrial Facility Exemption Certificate	\$750 Application due by September 1 st for Action by October 31 st
Land Division	\$100
Boundary Adjustment	\$50 application fee and \$50/newly created parcel
Parade Permit (Major Street)	\$50
Outdoor Seating Permit	No Charge; but must fill out permit
Moving of Building/Oversize Machinery	\$200 + costs + proof of liability insurance naming City as additional insured
Sidewalk Display	No Charge; but must fill out permit
Home Occupation – Medical Marijuana	\$50
Temporary Business:	
Auctioneer	\$25/day/event + \$500 Security Bond
Peddlers, Solicitors, Transient Merchants	\$25 license fee per person
Temporary Use Application	\$200 Escrow Fee (returned 5 days after event)
Rental Registration:	\$50/building having 1-5 units and a \$5/rental units for ea. building having 5 + units More than 1 building in single housing dev. \$50 for up to 5 units * \$5 for each additional unit beyond 5
Ordinance Amendment	\$500 escrow fee + \$150 admin. fee + all costs incurred by City
Planned Unit Development	\$300 escrow fee + \$100 admin. fee + all costs incurred by City
Preliminary Plat Approval	\$300 escrow fee + \$100 admin fee + all costs incurred by City
Final Plat Approval	\$100
Site Plan Review – Administrative	\$100 + all costs incurred by City
Site Plan Review – Planning Commission	\$500 + all costs incurred by City
Site Plan Re-submittal	\$100 + all cost incurred by City
Special Meeting Fee – no application	\$200
Special Approval Use Permit	\$200

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Rezoning Application	\$200
Wood Burner Permit	\$25 + Building & Mechanical Inspection fees
Vacant Property Registration	\$50 initial registration fee + \$25 monthly registration fee
Zoning Board of Appeals – Residential	\$100
Zoning Board of Appeals – Commercial	\$200 + legal, engineering & planning fees
Zoning Permit – Single Family	\$10
Zoning Permit – Multi Family	\$25
Zoning Permit – Commercial	\$25
Zoning Permit – Industrial	\$35
Zoning Permit – Small Accessory Structures, Fences	\$5
Zoning Violations	\$50/\$75/\$100
Driveway Permit Application	\$30
Sign Permits:	
Sandwich Board	No Charge; but must fill out permit
Banner	\$25
Crosswalk Banner	\$75
Canopy	\$25
Electronic Message Board	\$25
Pole	\$25
Wall Sign	\$25
Billboard	\$25
Driveway Entry	\$25
Ground Sign	\$25
Projecting	\$25
Temporary	\$25

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Water & Sewer:	
Utility Billing Rates:	
Water Usage	\$4.70 per 1000 gallons
Sewer Usage	\$ 7.05 per 1000 gallons
Water Ready to Serve Fees	
5/8 inch meter	\$9.63/month
3/4 inch meter	\$13.87/month
1 inch meter	\$24.65/month
1.5 inch meter	\$55.47/month
2 inch meter	\$98.62/month
3 inch meter	\$221.89/month
4 inch meter	\$394.47/month
6 inch meter	\$887.55/month
Sewer Ready to Serve Fees	
5/8 inch meter	\$22.42/month
3/4 inch meter	\$32.28/month
1 inch meter	\$57.39/month
1.5 inch meter	\$129.12/month
2 inch meter	\$229.56/month
3 inch meter	\$516.50/month
4 inch meter	\$918.22/month
6 inch meter	\$2066.00/month
Billing Late Fee	10%
Turn On/Off Fees	\$35 each - \$70 total
Final Read Fee	\$35
All meters supplying water and sewer to separate housing units shall be charged the 5/8 inch meter rates multiplied by the number of housing units supplied by water and sewer in lieu of the indicated meter rate.	\$9.63/month and \$22.42/month multiplied by # of rental units
All city municipal ready to serve meter fees shall be set at the 5/8 inch meter size rate	\$9.63/month and \$22.42/month

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All commercial properties with separate accessory residential housing units or separate commercial units drawing from the same meter shall pay the indicated meter size rate plus an additional 5/8 inch meter rate multiplied by the number of separate rental units supplied by water and sewer minus one unit	Varied
Real Estate Inspection Fees	\$70
DPW After Hours Service Calls	\$111 (2 hr. minimum)
Water/Sewer Availability Fees:	
Water Hook-up	\$500
Sewer Hook-up	\$1,500
Water/Sewer Connection Fees:	
Water Connection	\$160
Sewer Connection	\$160
Water/Sewer Inspection Fees:	
Water Inspection	\$15
Sewer Inspection	\$15
Developer's Inspection Fees	Established by Developer's Agreement
Meter Fees:	
5/8, 3/4", and 1"	Cost + 6%
All other meters	Cost + 6%
Meter Bottom Repair during regular hours	\$25
Meter Bottom Repair after hours/weekends	\$110
Bulk sale of water from hydrant	\$150 + usage
Lateral/Service Fee	Determined by DPW Supt. Actual cost to connect to
Miscellaneous Water/Sewer Parts	Cost + 11%

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Irrigation Meter: does not include private costs for plumber to provide meter bracket, backflow preventer & separate connection to service line	\$220 for ¾ “ meter, \$260 for 1” meter, cost + 6% for all other meters
Irrigation Rate	Water usage rate through irrigation meter (no debt charge)
Long Term Use:	
Deposit	\$1,000 (refundable)
Meter Set Fee	\$200
Meter Rent	\$80/month
Water Usage	\$7.00/1,000 gallons
Daily Use:	
Deposit	\$250 (refundable)
Meter Set Fee	\$200
Meter Rent	None
Water Usage	\$7.00/1,000 gallons
Storm Water Fees:	
Preliminary Review	Fees paid at time of obtaining Zoning Development Permit
Zone A: Preliminary Flat & Land Division	\$500 escrow; City administrative fees - \$20/lot; Minimum \$250
Zone A: Other Single & Two-family Homes	City administrative fees \$10/lot
Zone A: Commercial & Industrial Development	Escrow \$500; City administrative fee - \$50/acre; Minimum \$100
Zone B: Commercial & Industrial Development	Escrow \$200; City administrative fees - \$25/acre; Minimum \$25
Zone C: Commercial	Escrow \$100; City administrative fees - \$25/acre; Minimum \$25
Re-submittal Fees	One half of appropriate administrative fees
Inspections:	
Zone A: Preliminary Plat & Land Divisions	\$150
Zone A: Other Single & Two-family Homes	\$5

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Zone A: Commercial & Industrial Development	\$150
Zone B: Commercial & Industrial Development	\$75
Zone C: Commercial	\$20
Zone A – C: Other	\$10
New Permit if original permit revoked	Amount equal to cost of Preliminary Review & Inspection fees
Financial Guarantee:	Fees paid prior to obtaining building or construction permit
Required for development of 5 acres or more of undisturbed land; and/or undisturbed land within 500 feet of wetland or stream	An amount equal to 20% of estimated costs for storm run-off facilities and site grading

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