



**CITY OF GROSSE POINTE PARK ADMINISTRATIVE FEE
SCHEDULE
FISCAL YEAR 2024/2025**

Adopted: 06/10/2024

Effective: 07/01/2024

Amended: 12/09/2024

City Hall Fees

Notary Fee - per document	\$0.00 Resident \$5.00 Non-Resident
Photocopy Fees - All Departments Assessment Card 11 x 17 Legal Size Letter Size Duplicate Tax/Special Assessment/Utility Bill	\$2.00/page \$1.50/page \$1.00/page \$1.00/page \$1.00 account ¹
Public Documents - specific documents Paper Copies City Annual Audit City Budget Document City Budget Book City Charter City Code Zoning Ordinance w/map Zoning Map (11 x 17)	\$15.00 \$25.00 \$30.00 \$5.00 \$45.00 \$25.00 \$8.00
Voter Registration Voter Registration/Electronic Media Voter Registration/Paper Voter Registration/Labels	\$50.00 \$200.00 \$250.00
Freedom of Information Act (FOIA) Requests	Labor and Reproduction Costs as allowed under FOIA Law
Non-Sufficient Funds (bounced check, etc.)	\$30.00
Electronic Payment Chargeback	\$15.00
Tax Roll Electronic File Per Roll, Per Season	\$250.00
Property Transfer Affidavit (PTA) Late Filing Fee - more than 45 days late	\$5.00/day, up to a maximum of \$200.00 as required under MCL 211.27b
Park Passes Residential Park Pass Replacement Park Pass Caregiver Park Pass Temporary Non-Resident/Guest	No Charge \$20.00 \$25.00 \$10.00/person
Civil Marriage Ceremony	\$100.00
Rubbish and Recycling Toter Prices Rubbish/Garbage Toter Recycling Toter Recycling Bin	\$100.00 \$75.00 \$15.00
Toter Repairs/Replacement Parts Lids Bar Wheels	\$25.00 \$5.00 \$10.00 per wheel
Delinquent Utility Bills	10%
Delinquent Miscellaneous Receivable	1% per month, compounding

¹ Taxpayers/Utility customers who request a copy of their **current bills** will have the photocopy fee waived. Fees are the same whether documents are picked up, mailed, emailed, or faxed.

Public Safety Fees and Charges

Background Check	\$15.00
Breathalyzer	\$15.00
Fingerprinting	\$15.00
Salvage Vehicle Inspection	\$100.00
Dog License	\$10.00/dog annually
Dog Park Key Fobs (Original, Renewal, or Replacement)	\$40.00 - covers 4 dogs, valid through calendar year \$50.00 if purchased after November 1 st , good through end of <i>next</i> calendar year.
Bicycle Registration	\$5.00
Solicitation/Peddler Permit	\$25.00/month \$200.00/year
Animal Control	\$20.00/day + applicable service provider fees
Impound Vehicle	\$50.00 admin fee+ Independent Towing Company Fees
Freedom of Information Act (FOIA) Requests	Labor and Reproduction Costs as allowed under FOIA Law
Parking Rates Street Meter Surface Lot	\$0.75/hour \$0.50/hour
Parking Permits - Designated Residential Areas Replacement Permit	\$25.00/annual \$10.00
Parking Permits - Municipal Lots Replacement Permit	\$30.00/month \$10.00

Parks and Recreation Fees and Charges

Facility Rentals	
Tompkins Community Center Refundable Security Deposit Monday-Thursday Friday, Saturday, Sunday Weddings & Wedding Reception *Additional hour to enter facility *Additional 2 hours to enter facility	\$275.00 \$500.00 \$750.00 (Memorial - Labor Days) \$1,200.00 (Memorial - Labor Days) \$100.00 \$200.00
Lindell Lodge Monday-Thursday (All Day) Friday, Saturday, Sunday, Holidays Refundable Security Deposit 3-hour block	\$200.00 \$300.00 \$100.00 \$150.00
Theatre Rental	\$275.00 + \$200.00 refundable security deposit
Golden Family Gymnasium Half Court Full Court	\$25.00/hour \$50.00/hour
Dog Park Dog Park Passes Renewing Pass Replacement Dog Park Pass Dog Walking Pass Windmill	\$40.00 \$40.00 \$40.00 \$20.00
Picnic Permit Monday-Thursday Friday, Saturday, Sunday Shelter at Patterson	\$30.00 \$50.00 \$75.00
Fitness Membership Day Pass Two Weeks One Month Students Age 16-18 or College Students 25 and Under Adults 19-59 Couple Seniors 60 and Over Senior Couple	\$10.00 \$30.00 \$50.00 Quarterly \$100.00/Annual \$300.00 Quarterly \$135.00/Annual \$400.00 Quarterly \$200.00/Annual \$650.00 Quarterly \$100.00/Annual \$300.00 Quarterly \$155.00/Annual \$450.00
Mckeever Lounge Sunday-Saturday	\$150.00 (3-hour block)
Boat Well Rentals	Please See Boat Well Rental Rates Sheet on Marina Information of City Website

Public Service/Building/Planning & Zoning Fees

Certification of Occupancy Fees (includes initial and one re-inspection) Single Family Two Family Three Family Four Family Five or more Commercial	\$200.00 \$300.00 \$350.00 \$400.00 \$400.00 + \$50.00 each additional unit \$350.00
Failure to Renew/Obtain Certificate of Occupancy	\$150.00
Lockout/Reinspection Fee - all C of O, Fire, and Trade Permits	\$60.00
Building Plan Review Fees	\$125.00 for the first \$1,000.00 of estimated construction value + \$1.00 for each additional \$1,000.00
Building Permit Fees	\$125.00 for the first \$1,000.00 of estimated construction value + 10.00 for each additional \$1,000.00
Sign Permits	Follow Building Plan Review Fee Schedule
A-Frame Sign	\$50.00
Concrete Permit	\$50.00 + \$10.00 for each additional item
Demolition Permit Residential Structure Commercial Structure	\$300.00 per structure \$600.00 per structure
Fence Permit	\$100.00
Business Licenses (Landlord and Others) Annual License Fee – must be issued before January 1st Prorated fee for new business first year Renewal Fee between January 1 st and January 31 st Renewal Fee after February 1st	\$75.00 1/12 of license fee – monthly \$100.00 \$125.00
Fees for all Trade Permits Base Fee (includes application fee and final inspection) Additional Inspections Underground Inspections Contractor Registration Mechanical/Plumbing Permit Plan Review Fees Permit After-the-Fact	\$150.00 \$75.00 \$40.00 \$15.00 As charged by contracted inspector Double Normal Cost
Right of Way	\$75.00 + required bond
Garage Sale	\$10.00
Outdoor Vending/Seating Base Fee Use of Public Right-Of-Way Use of parking space	\$50.00 \$25.00 + Base Fee \$30.00 per month per space
Lot/Split Combination	\$300.00 per parcel

Refundable Deposits/Bonds	
Mechanical, Plumbing, and Electric Permits	\$25.00
All Remodeling, Alterations, Additions, and Garages	\$250.00
New Buildings with an estimated construction value up to \$50,000	\$250.00
New Buildings with an estimated construction value over \$50,000	\$500.00
Utility Work within Public Right-of-Way	\$3,000.00
Hydrant Use	\$500.00
Demolition	\$500.00
Vacant Property Registration	\$250.00
Fire Inspections	
Per Hour or Fraction thereof	\$100.00
2 nd reinspection	\$120.00
3 rd reinspection	\$170.00
4 th and subsequent	\$230.00
Code Abatements	\$75.00 admin + actual costs
Enforcement Administrative Fee (Ticket Issuance)	\$50.00 per ticket issued
Planning & Zoning Applications	
Special Land Use Permit	\$250.00 + Escrow*
Site Plan Review	\$500.00 + Escrow*
Rezoning Request and Text Amendments	\$500.00 + Escrow*
Zoning Board of Appeals Requests	\$500.00 + Escrow*

**In review of applications, the City may require the services of the City Attorney, City Planner, and/or City Engineer. The cost of said services is passed on to the applicant in the form of review fees and associated escrow accounts. For more information on the City's escrow fee policy, please contact the Department of Public Services.*

Electrical Permit Fees

Circuits	\$7.00 per circuit
Electrical Power Units (Dishwashers, disposals, heating units, motors, transformers, etc.):	
Up to 20 HP, per unit	\$6.00
21 to 50 HP, per unit	\$10.00
Over 50 HP, per unit	\$12.00
Dishwasher	\$5.00
Electrical Heating Units (baseboard)	\$4.00
Low Voltage	\$75.00
Residential Furnace Units (New Only)	\$5.00
Residential A/C Units (New Only)	\$5.00
Power Outlets	\$10.00 per outlet
Feeders, per 50 ft. or fraction thereof	\$10.00

Fixtures/Lights, per set of 25 or fraction thereof	\$6.00
Low Voltage	\$75.00
Residential Furnace or A/C - New, Replacement, and Reconnects	\$10.00
Generator - Emergency or Standby (underground not included)	\$25.00
Service (New, Change, Relocation, Temporary)	
200 amps or less	\$20.00
200-600 amps	\$25.00
600-800 amps	\$30.00
800-1200amps	\$35.00
1200 amps or higher	\$70.00
Interruptible A/C Service (only)	\$15.00
Sign Connection Only, per sign	\$25.00
Smoke Detectors (per unit)	\$5.00
Swimming Pool (Four inspections: steel, grounding, mesh/fixture bonding, final) Does not include motors, fixtures, or extra panels	\$250.00
Fire Alarm Systems	
Up to 10 devices	\$55.00
11-20 devices	\$100.00
Over 20 devices	\$5.00 each additional
Conduit/grounding only	\$50.00
Subpanel	\$15.00
Roof Top Reconnect	\$20.00
Data Communication Devices	
Up to 19	\$5.00 each
Over 19	\$100.00
Electric Vehicle Charger	\$25.00

Mechanical Permit Fees

Air Conditioner 1-50 Ton Capacity - includes split systems	\$40.00
Air Handlers	
Under 10,000 CFM	\$20.00
Over 10,000 CFM	\$60.00
Boiler	\$30.00
Chimney/flue liner	\$25.00
Duct Work (per 100 ft. or fraction of)	\$25.00 minimum \$0.10/foot
Electric reconnect AC/Furnace (replacement)	\$10.00
Exhaust Fan	\$15.00
Fire Suppression	\$0.75/head, minimum \$20.00

Fireplace (prefab)	\$75.00 - gas burning
Flue/vent Damper	\$5.00
Furnace Less than 500,000 BTU More than 500,000 BTU	\$40.00 \$45.00
Gas Piping	\$25.00 minimum \$0.05/foot
Gas Piping new installation	\$10.00
Humidifier	\$25.00
Water Heater	\$5.00
Solar, Set of 3 panels (includes piping)	\$25.00
Heat Pumps (Complete Residential)	\$30.00
Heat Pumps (Commercial, pipe not included)	\$20.00
Baseboard Heating	\$25.00
Generator	\$25.00
Above Ground Connection	\$30.00
Heat Recovery Units	\$10.00
Commercial Hoods	\$15.00
V.A.V. Boxes	\$10.00
Unit Ventilators	\$10.00
Unit Heaters (terminal units)	\$15.00
Evaporator Coils	\$30.00
Refrigeration (split system)	\$30.00
Chiller	\$30.00
Cooling Towers	\$30.00
Compressor	\$30.00
Roof Top Unit	\$50.00

Plumbing and Utility Permit Fees

All Fixtures	\$10.00 each
Backflow Preventor	\$10.00
Back Water Valve	\$10.00
Re-Circulation System (pools, spas, etc.)	\$10.00
Sewer Tap	\$50.00
Stacks	\$15.00 each
Vacuum Breaker	\$10.00
Water Distribution ¾-2" Pipe Over 2" Pipe	\$25.00 \$30.00
Water Heater	\$15.00
Humidifier	\$30.00
Sewage Ejectors, Sumps	\$5.00 each
Sub-soil drains	\$5.00 each
Water Service - 2" or less	\$25.00
Bathtub	\$15.00
Dishwasher	\$15.00

Excavation License Registration	\$15.00
Sewers – 6” or Less	\$30.00
Shower Trap/Pan	\$25.00
Water Meters	Actual Cost
Water Tap	
1 Inch	\$1,186.00
1.5 Inch	\$1,286.00
2 Inch	\$1,386.00
Meter Accuracy Test	\$25.00 if meter not found to be in error. No charge if error found.
Meter Conversion	Actual Cost/Time & Materials
Hydrant Use	\$50.00 + \$5.00/1,000 gallons used.

Short-Term Rental Fees and Fines

Short-Term Rental Licensing Fees	
Non-Refundable Application Fee	\$25.00
Licensing Fee	\$50.00
Inspection Fee – includes C of O	\$100.00
Amended Nuisance Response Plan	\$20.00
Violation of §22-103(a): Unlicensed STR	1st Violation - \$300.00 2nd Violation - \$400.00 3rd Violation - \$500.00
Violation of §22-106(j): Exceeding Maximum STR Occupancy	1st Violation - \$200.00 2nd Violation - \$350.00 3rd Violation - \$500.00
Violation of §22-108: Failure to Remedy Violation	1st Violation - \$150.00 2nd Violation - \$250.00 3rd Violation - \$500.00
All other Violations of Article 5	1st Violation - \$100.00 2nd Violation – \$300.00 3rd Violation - \$500.00