



CITY OF PETOSKEY

Schedule of Rates and Charges

Effective: January 1, 2018

Approved by City Council: November 20, 2017

*Charges for FOIA requests are based on the City's FOIA Policy.

Schedule of Rates and Charges
January 1, 2018

OFFICE OF CITY MANAGER

Notary Charge for non-City business

\$5

Business Licenses:

Auction

\$50 per event

Bed and Breakfast

\$150 initial application; \$100 annually

Door to Door Sales and Canvassing

\$50

Going Out of Business

\$50, up to 90 days maximum

Hotel Operation

\$150 initial application; \$100 annually

Outdoor Beverage and Food Service

\$100 annually

Redevelopment Liquor License

\$350

Liquor License – State of Michigan (Council approval)

\$50

Retail Business

\$100 at the business start-up

Transient Merchant

\$25/day; \$75/week; \$200/season

Vacation Rental

\$150 initial application; \$100 annually

Vacation Rental - return inspection visit

\$25 fee each additional visit

Boarding House

\$150 initial application; \$100 annually

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OFFICE OF CITY PLANNER

Zoning Board of Appeals Application	\$300
Site Plan Review:	
Less than one acre	\$250
More than one acre	\$400*
Special Condition Use and Site Plan	\$300
Parking Plan Review	\$200
Special Condition Use and Parking Plan	\$250
Rezoning Application (Map and Text)	\$300
Land Division Review:	
Less than 5 parcels	\$50
More than 5 parcels	\$250
Planned Unit Development Review	\$550*
Special Meeting	\$200

*Any outside consultant costs incurred in review of the application will be forwarded to the applicant for payment

**Penalty fee will be in addition to regular sign fee amount

Sign Permit Applications

Permanent Signs:

Projecting Name Plate	\$20
Overhanging Signs	\$20
Wall mounted Signs	\$20 base plus \$.50/sq. ft. sign area
Freestanding Signs	\$20 base plus \$1.00/sq. ft. sign area
**Fee for installation before approval	\$30

Temporary Signs:

Sandwich Board	\$20
Promotional Event- Directional	\$15
Promotional Event	\$15

Zoning Compliance Permit	\$20
Fence Permit Application	\$20
Zoning Verification Letter	\$50

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DEPARTMENT OF FINANCE

Fax – per page	\$1
Copies for public – per page 8.5" x 11"	\$1
Copies for public - large (ex. Plan documents)	\$4
FOIA Requests – hourly rate after 1 st hour	\$15
*plus copying and postage costs	
Voter list per Ward: paper copy per ward	\$20
E-mail listing	\$5
Electronic media - \$5.00 cd, plus	\$5
Tax Abatement Application – CFT, IFT, etc.	\$200
Street Open-Cut Deposit	\$500
Residential Utility Deposit - Renters	
Water, Sewer and Electric	\$150
Electric - Only	\$75
Water & Sewer - Only	\$85
*Residential utility deposits are returned after 1 year, if monthly bills are paid on time.	
Final Meter Reading - termination of utility service	\$10
Electric:	
Service Upgrade	\$150
Temporary Overhead	\$150
Temporary Underground	\$150 plus \$2.00 per foot
Customer provides trenching and installation of conduit, other costs may apply.	
Permanent Overhead:	
1 Phase	\$200
3 Phase	\$300
Permanent Underground:	\$200 plus \$2.00 per foot
Customer provides trenching and installation of conduit, other costs may apply.	
Turn on/off Service:	
During Office Hours - 7:30 A.M. to 4:00 P.M.	\$50
After Office Hours - 4:00 P.M. to 7:30 A.M.	\$150
Water Service:	
Turn on/off Service:	
During Office Hours - 7:30 A.M. to 4:00 P.M.	\$50
After Office Hours - 4:00 P.M. to 7:30 A.M.	\$150
Meter replacement due to damage	\$240
Water Meter Removal and Installation - construction	\$50

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DEPARTMENT OF FINANCE

Meter Size	<u>Water Capital Charges</u>		<u>Sewer Capital Charges</u>		<u>Tap-In Fees</u>	
	<u>Inside</u>	<u>Outside</u>	<u>Inside</u>	<u>Outside</u>	<u>Inside</u>	<u>Outside</u>
5/8"	\$ 900	\$ 1,350	\$ 3,200	\$ 3,200	\$ 1,470	\$ 1,615
3/4"	1,350	2,025	4,800	4,800	1,470	1,615
1"	2,250	3,375	8,000	8,000	1,680	1,845
1-1/2"	4,500	6,750	16,000	16,000	4,360	4,795
2"	7,200	10,800	25,600	25,600	4,640	5,100
3"	15,750	23,625	56,000	56,000	5,040	5,545
4"	27,000	40,500	96,000	96,000	7,075	7,780
6"	56,250	84,375	200,000	200,000	9,730	10,700

Tap-in fees include tapping of the water main by City crews (excavation by owner/contractor) and City supplied valving components for water service connection point at main. Owner/contractor is responsible for all excavating, trenching, service pipe and components from water main connection point to building, street and sidewalk replacements, and right-of-way restorations.

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DEPARTMENT OF PARKS AND RECREATION

Magnus Park

	Daily	Monthly
Full Hookup	\$32	\$740
Electric Only	\$30	\$675

Note: Sewer drop station for non-campers = \$5.00/each time
Showers for non-campers = \$1.00
Firewood = \$5.00 per bundle

Marina Services

Daily Launch	\$5.00 per day
Annual Launch	\$25.00 per year
Senior Launch	\$20.00 per year
Pump Out (LOA < 60')	\$5.00 per tank
Pump Out (LOA > 60')	\$10.00 per tank
Pump Out-Seasonal Slip	Free
Block & Cube Ice	\$2.00 per bag

Marina Seasonal

30 foot Boat Slip	\$ 2,296
38 foot Boat Slip	\$ 3,091
42 foot Boat Slip	\$ 3,535
45 foot Boat Slip	\$ 3,905
60 foot Boat Slip	\$ 5,558

Note: Continuous slip holders prior to and including the year 1996 are "grandfathered" into the boat length method for rate calculation. Slip holders entering the Marina after 1996 are charged under the state endorsed slip length method of rate calculation.

The above are 2017 DNR Waterways Commission rates for seasonal boaters. The Waterways Commission will establish the 2018 rates in mid-December of 2017. The 2018 rates will be adopted at the same tier for seasonal slips - Rate 3.

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DEPARTMENT OF PARKS AND RECREATION

Marina Transient: (Daily well rental- fees per foot rounded to nearest \$1.00)

25'	\$32.00	38'	\$52.00	51'	\$75.00	64'	\$95.00
26'	\$34.00	39'	\$58.00	52'	\$77.00	65'	\$96.00
27'	\$35.00	40'	\$59.00	53'	\$78.00	66'	\$98.00
28'	\$36.00	41'	\$61.00	54'	\$80.00	67'	\$99.00
29'	\$37.00	42'	\$62.00	55'	\$81.00	68'	\$101.00
30'	\$39.00	43'	\$64.00	56'	\$83.00	69'	\$102.00
31'	\$41.00	44'	\$65.00	57'	\$84.00	70'	\$104.00
32'	\$42.00	45'	\$67.00	58'	\$86.00	71'	\$105.00
33'	\$43.00	46'	\$68.00	59'	\$87.00	72'	\$107.00
34'	\$45.00	47'	\$70.00	60'	\$89.00	73'	\$108.00
35'	\$46.00	48'	\$71.00	61'	\$90.00	74'	\$110.00
36'	\$50.00	49'	\$73.00	62'	\$92.00	75' or >	\$1.48 per foot
37'	\$51.00	50'	\$74.00	63'	\$93.00		

The DNR Waterways Commission adopts the Marina Transient rates in mid-December 2017. 2018 rates for transient boaters will be adopted by the City at the same tier as 2017 - Rate D.

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DEPARTMENT OF PARKS AND RECREATION

Parks Reservation Fees
For Gazebos, Shelters, and Special Areas

<u>Gazebos</u>	<u>Resident</u>	<u>Non-resident</u>
Sunset Park Gazebo (max. 50 people)	(Must live within City Limits)	(Lives outside City Limits)
9:00 A.M. to Noon	\$75.00	\$125.00
1:00 P.M. to 4:00 P.M.	\$75.00	\$125.00
5:00 P.M. to Dusk	\$75.00	\$125.00
 Pennsylvania Park Gazebo*		
9:00 A.M. to Noon	\$75.00	\$125.00
1:00 P.M. to 4:00 P.M.	\$75.00	\$125.00
5:00 P.M. to Dusk	\$75.00	\$125.00
 *Exception – Tuesdays	11:00 A.M. to 2:00 P.M.	Closed for concert series
Fridays	11:00 A.M. to 2:00 P.M. 6:00 P.M. to 9:00 P.M.	Closed for concert series Closed for concert series
 <u>Shelters/Open Space</u>	<u>Resident</u>	<u>Non-resident</u>
Bayfront Park Festival Shelter (max. 75 people)	(Must live within City Limits)	(Lives outside City Limits)
9:00 A.M. to Noon	\$125.00	\$175.00
1:00 P.M. to 4:00 P.M.	\$125.00	\$175.00
5:00 P.M. to Dusk	\$125.00	\$175.00
 Bayfront Park West (max. 150 people)*Open Space Only		
9:00 A.M. to Noon	\$75.00	\$125.00
1:00 P.M. to 4:00 P.M.	\$75.00	\$125.00
5:00 P.M. to Dusk	\$75.00	\$125.00
 Bear River Shelter/Mitchell Street Bridge (max. 140 people)		
9:00 A.M. to Noon	\$125.00	\$175.00
1:00 P.M. to 4:00 P.M.	\$125.00	\$175.00
5:00 P.M. to Dusk	\$125.00	\$175.00
 Mineral Well Shelter (max. 32 people)		
9:00 A.M. to Noon	\$75.00	\$125.00
1:00 P.M. to 4:00 P.M.	\$75.00	\$125.00
5:00 P.M. to Dusk	\$75.00	\$125.00
 West Side Shelter (max. 32 people)		
9:00 A.M. to Noon	\$75.00	\$125.00
1:00 P.M. to 4:00 P.M.	\$75.00	\$125.00
5:00 P.M. to Dusk	\$75.00	\$125.00
 Waterfall Area (max. 150 people)*Open Space Only		
9:00 A.M. to Noon	\$125.00	\$175.00
1:00 P.M. to 4:00 P.M.	\$125.00	\$175.00
5:00 P.M. to Dusk	\$125.00	\$175.00

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DEPARTMENT OF PARKS AND RECREATION

Parks Reservation Fees
For Gazebos, Shelters, and Special Areas

<u>Shelters/Open Space</u>	<u>Resident</u>	<u>Non-resident</u>
Riverbend Park Pavillion (max. 75 people)	(Must live within City Limits)	(Lives outside City Limits)
9:00 A.M. to Noon	\$75.00	\$125.00
1:00 P.M. to 4:00 P.M.	\$75.00	\$125.00
5:00 P.M. to Dusk	\$75.00	\$125.00
 Resource Center (max. 20 people)		
2-hour Reservation	\$50.00	\$75.00
Additional Hour	\$25.00	\$35.00
 Winter Sports Park		
Skate Rental (reduced price for schools & non-profit groups - \$2/person)	\$5.00 per person	\$5.00 per person
Hockey Rink - 1 hour block (Zamboni once)	\$25.00	\$25.00
Hockey Tournament Fee	\$500.00	\$750.00
Building Rental (off hours with 2 hour minimum)	\$75.00	\$125.00
Additional Hour	\$20.00	\$30.00
Birthday Party Rates		
Upstairs during open hours (2 tables/2 hours)	\$25.00	\$35.00
Additional Hour	\$10.00	\$15.00
Downstairs Private Room (3 hour minimum)	\$125.00	\$200.00
(Includes reduced skate rental (\$2), hockey rink exclusivity, private party room and restroom)		
Additional Hour	\$25.00	\$35.00

Sports Fields – Non-affiliated Sports Groups

Unlighted Ball Field	\$ 50.00 per fitting with a three game block
Lacrosse Field	\$150.00 per striping with a two day maximum
Soccer Field	\$150.00 per striping with a two day maximum
Volleyball Court	\$25.00 per court/day includes initial drag
Mowing	\$40.00 per mow

** Groups must provide proof of insurance and verify coverage with the City of Petoskey listed as co-insured.

Park Resources

Request for picnic tables - Specify Park Event (maximum of ten (if available))	\$50.00	\$100.00
Request for extra trash barrels (maximum of 5)	\$25.00	\$35.00
Performance Stage (up to 4 hours)	\$150.00	\$175.00
Additional Hour	\$30.00	\$40.00
P.A. System (up to 4 hours)	\$25.00	\$35.00
Street Closure	\$100.00	\$150.00
Staffing requests, if approved, will be billed at overtime rates		

Cancellation Fees

* A cancellation fee of \$25.00 will be assessed if a reservation is cancelled five days prior to the event and the full reservation fee will be assessed if the reservation is cancelled less than five days prior to the event unless the facility is closed due to weather.

** A separate \$50.00 refundable damage deposit is required with payment at time of reservation.

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DEPARTMENT OF PUBLIC SAFETY

Fingerprinting - Nonresidents	\$10.00
DVD Copies	\$10.00
CD-ROM Photo Reproduction	\$10.00
Private Events	
Use of fire engine	\$500.00
Personnel for fire engine per hour	\$96.00
Overtime per hour	\$134.00
Use of patrol unit	\$250.00
Personnel for patrol unit per hour	\$48.00
Overtime per hour	\$67.00

**Charges for FOIA requests are based on the City's FOIA Policy.

DEPARTMENT OF PUBLIC WORKS

Right-of-Way Excavating/Occupancy Deposit	\$500.00
Permit to Use Public Right-of-Way Fee	\$ 50.00
Soil Erosion and Sediment Control Permit	Project Specific - See schedule of fees indicated on the last page of the permit application.