

CITY OF MASON
DIRECTORY OF CHARGES

April 7, 2008

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GENERAL CHARGES

Copies	\$.25 per copy
City Charter	\$.25 per page
City Audit	\$15.00 each
City Budget	\$20.00 each, black and white copy only
Water, Storm, & Sanitary Sewer Maps	\$6.00 large \$4.00 small
City Map-Zoning-Colored	\$6.00 each
Computer Runs	In house: \$35.00 per hour + \$5 for disk Out of house: Cost + 10%
Loudspeaker Set-up & Take-down Charge Based on actual time & equipment rental charges	\$255.00 Approximate
Search of Cemetery Records for Genealogy Purposes	\$23.00 per hour (minimum of ½ hour)
Quit Claim Deed	\$14.50
Tax Search for Records or any part thereof	\$23.00 per hour
Master Plan Book	\$25.00
Master Plan Map Only	\$6.00
Recreational League Fees	\$15.00 per game
These fees are collected seasonally from the league.	
Softball Tournament Fees: Time, equipment rental, material charged and lighting. Deposit must be paid prior to the tournament.	\$700.00 Deposit
Rental of Hayes Park or Bond Park Pavilion per day	\$15.00
Zoning Ordinances	\$50.00
Bounced check fee	\$25.00
Notary Public Service	\$1.50 per document

GENERAL CHARGES (Continued)

Community Room Rental - Residents	\$100.00
Community Room Rental – Non-Residents	\$200.00 plus \$50.00 deposit

License to Perform Construction in City Right of Way

A request for license must begin by contacting the Director of the Department of Public Works. Requirements: present proof of workers compensation insurance, obtain a bond in the amount of \$10,000, obtain a certificate of insurance in the amount of \$1,000,000 with the City of Mason named as additional insured and pay a license fee in the amount of \$75.00 before work begins.

CITY CLERK

ELECTIONS

Candidate Filing Fee – School Board Candidates Only	\$100.00
Precinct Map	\$1.50
Voter's Disk	\$30.00
Voter's Labels	\$30.00 <i>(plus cost of labels)</i>
Voter's List	\$30.00

FREEDOM OF INFORMATION ACT (FOIA)

Clerical	\$22.93 per hour <i>(subject to increase depending on the requested information and employee wages)</i>
Copy Rate	\$.10 per page
Postage	Current Rate
Good Faith Deposit	Half of the Total Fee <i>(if it is estimated to exceed \$50.00)</i>

MISCELLANEOUS

Metro Act Permit (In accordance with State law)	\$500.00
Ordinances	\$.25 per page
Peddler Permit	\$10.00 On Foot
Per Day	\$ 7.50
Per Month	\$ 30.00
Per Year	\$100.00
With Vehicle	
Annual Fee	\$100.00
Plus Per Person, Annual Fee	\$ 7.50
Indemnity Bond	\$ 750.00
Rug Merchant Indemnity Bond	\$ 1250.00
Concessionaire Indemnity Bond	\$ 750.00

ASSESSOR

Computer Generated Assessment Record (Lookup) - per parcel	
Picked up at office	\$1.00
Faxed record	\$3.00
Financial Information &/or Listing Card	\$1.00 parcel pickup
Faxed record	\$3.00 per parcel

All requests are filled within 24 working hours. If a "RUSH" is requested, the listed charge is doubled.

Land Division (not platted)	
Application fee plus;	\$100.00
per parcel	\$25.00
Application fee for Industrial Facility Certificate	\$200.00

BUILDING AND ZONING

The following charges are for the Building and Zoning Department.

SCHEDULE OF FEES

Permits and Schedule of Fees - All applications for permits under this Ordinance shall be filed in duplicate with the Building Inspector or him/her duly-authorized representative. **No applications shall be accepted for filing unless accompanied by a receipt from the City Treasurer showing payment of the appropriate fee as set forth in this Article.**

Building Permits

A.	Permit to move a building < 500 sq ft	\$125.00
	Permit to move a building > 500 sq ft	\$1,000.00
B.	Permit for excavation for, the erection of, addition to, or alteration of a building or structure. (Includes Certificate of Occupancy when requested)	
	Minimum	\$50.00 (for \$1.00 to \$5,000, plus \$6.00 for each addl. \$1,000 cost)
C.	Commercial Review	\$100.00
D.	Mfg Housing/Mobile Home Placement	\$125.00
E.	Special Inspections or Reinspection	\$35.00
F.	Residential Razing Permit	\$150.00
G.	Fee for Construction without permit	1.5 times permit charge
H.	Roofing and Reroofing Fee	\$50.00
I.	Siding Permit	\$50.00

Certificates of Occupancy Permits

A.	Change in use of building and/or land	\$ 30.00
B.	Nonconforming Use	None

Application for Special Use Permit

A.	Planned Unit Development (PUD)	\$300.00
	1. Sketch Plan Stage	
	2. Complete Proceedings	
B.	Other Applications	
	Special Use Permit	\$275.00
	Preliminary Site Plan Review	\$ 200.00
	Final Site Plan Review	\$100.00
C.	All construction under a Special Use Permit shall require a Building Permit.	

Parking Plan Review \$125.00

Petition for Rezoning \$300.00

Zoning Board of Appeals, Appeals and Variances \$250.00 (standard fee)

Bldg. Code Board of Appeals, Appeals and Variances \$250.00

Sign Permit	\$ 4.00 per \$1,000 of construction and erection cost with \$25.00 minimum permit fee.
Sign Board of Appeals, Appeals and Variances	\$250.00
Swimming Pool	\$75.00
Development of Subdivisions	
Tentative Preliminary Plat	\$800.00 + \$10/lot
Final Preliminary Plat	\$250.00 + \$10/lot
Final Plat	\$300.00 + \$10/lot
Other Applications	\$ 50.00
Sound Equipment Registration Fee (per section 22-61 of the Mason Code)	\$ 50.00
Commercial Fire Suppression Upgrade	\$150.00

MAPLE GROVE CEMETERY
 Mason, Michigan
 Price List Effective July 1, 2007

	<u>RESIDENT</u>	<u>NON-RESIDENT</u>
Full Lot.....	\$ 1,875	\$ 3,875
Perpetual Care.....	710	710
TOTAL	\$ 2,585	\$ 4,495
Half Lot	\$ 940	\$ 1,940
Perpetual Care	355	355
TOTAL	\$ 1,295	\$ 2,295
Single Space.....	\$ 375	\$ 775
Perpetual Care.....	145	145
TOTAL	\$ 520	\$ 920
Baby Grave.....	\$ 190	\$ 390
Perpetual Care.....	75	75
TOTAL	\$ 265	\$ 465

	<u>WEEKDAYS</u>	<u>SATURDAY</u>
<u>GRAVE OPENING</u>		
Adult	\$ 575	\$ 700
Baby	\$ 135	\$ 200
Cremation	\$ 135	\$ 200

OVERTIME CHARGE: \$150 extra for any funeral entering the Cemetery after 3:30 P.M.

Disinterment: 250% of Grave Opening Charge.

GRAVE OPENING CHARGES					
<u>Vault No.</u>	<u>Grave Size</u>	<u>Weekdays</u>	<u>Weekdays After 3:30 PM</u>	<u>Saturdays</u>	<u>Saturdays After 3:30 PM</u>
0	19 X 36	\$ 135	\$ 285	\$ 200	\$ 350
1	26 X 50	\$ 135	\$ 285	\$ 200	\$ 350
1 ½	30 X 68	\$ 575	\$ 725	\$ 700	\$ 850
2	32 X 80	\$ 575	\$ 725	\$ 700	\$ 850
5	38 X 94	\$ 575	\$ 725	\$ 700	\$ 850
6	40 X 98	\$ 575	\$ 725	\$ 700	\$ 850

Foundations: \$.50 Square Inch with a \$125.00 minimum

Any regular Employee killed in the line of duty will receive a Cemetery space at no charge to the family.

EMPLOYEE'S CHARGES

Employee Cost for Copies maximum 20 without approval	.10 per copy
Long Distance Phone Calls - Cost of Call	

FIRE

The following charges are for the Fire Department:

Reports - Copies	\$3.00 per report Each additional page .50
Standby Fees for Townships	
Aurelius	\$25,286.00
Vevay	\$51,422.00
Fire Runs - City (See Ordinance #113)	\$250.00 per hour plus personnel cost
Township Fires (non-structure)	\$250.00 per hour plus personnel cost
Township Fire (structure)	\$400.00 per hour plus personnel cost
False Alarms (Code 26, Division 3)	\$250 per incident plus personnel costs
Annual Recreational Fire Permit-City Only	\$25.00

REFUSE COLLECTION

Refuse Collection Per Dwelling Unit

\$135.36 for 2007

These charges are assessed on the City tax rolls each July. Eligible senior citizens may be exempt if they meet the following qualifications; 65 years of age, resident home owner in Mason, household income for the previous year did not exceed the stated amount on the exemption application, and the application must be filled out and turned in by September 15 of each year.

TAXES

Tax Penalties

Applied September 1
Applied February 15

4% of unpaid total on Tax Bill
3% of unpaid total on Tax Bill

Tax Penalty Exemption

Certain property owners who qualify may receive a tax deferment for the July tax period and have these taxes included with the December taxes with no penalties added. Senior citizens; paraplegics; quadriplegic; eligible servicemen; eligible veterans or eligible widows; blind persons; and totally and permanently disabled persons; also certain agricultural real estate may be exempt. All exemption forms must be submitted on or before September 15 of each year.

POLICE CHARGES

The following charges are collected by our Police Violation Bureau:

Bike Licenses

Lifetime of Bike \$5.00

Copies

Incident Reports – first two (2) pages \$4.00
 Each page thereafter \$1.00
 Accident Reports \$4.00

Parking Lot Permits

Annual Permits – City parking lots \$100.00

Gun Notorization Fee

\$20.00

Gun Registration/Inspection

\$20.00

Request for Police Services

Overtime assignment Average hourly salary
 Cars and Motorcycles Average hourly salary + 1 1/2

Court Ordered Alcohol Test

\$10.00

Finger Printing – All

\$15.00

Salvage Vehicle Inspection

\$100.00

Traffic Count Request (Volume only)

\$250.00

Traffic Count Request (Volume & Speed)

\$500.00

Video Tape Reproduction (per event)

\$40.00

False Alarm Fee

\$50.00 – 2nd alarm within 120 days
 \$100.00 – 3rd alarm within 120 days
 \$200.00 – 4th alarm within 120 days
 \$400.00 – 5th alarm within 120 days

Offenses - Parking

Parking too far from curb \$10.00
 Angle Parking violation \$10.00
 Obstructing traffic \$15.00
 Prohibited parking - signs unnecessary
 On sidewalk \$10.00
 Blocking driveway \$10.00
 Within intersection \$15.00
 Within 15 feet of hydrant \$15.00


POLICE CHARGES (continued)

On crosswalk	\$15.00
Within 20 feet of crosswalk or 15 feet of corner lot lines	\$10.00
Within 30 feet of street side traffic signal or sign	\$10.00
Between safety zone & adjacent curb	\$10.00
Within 50 feet of railroad crossing rail	\$10.00
Within 20 feet of fire station driveway	\$15.00
Beside street excavation with traffic obstructed	\$15.00
Double parking	\$10.00
On any bridge or viaduct	\$15.00
Within 200 feet of accident scene attended by police	\$10.00
Blocking emergency exit	\$15.00
Blocking fire exit	\$15.00
Within 500 feet of fire scene attended by fire apparatus	\$10.00
In prohibited zone - signs required	
Prohibited parking	\$10.00
Handicap parking space	\$100.00
In alley	\$10.00
Overtime parking - sign violation	\$10.00
Loading Zone	\$10.00
Tow away zone or fire lane plus towing and storage	\$15.00
Parking for prohibited purposes	
Displaying vehicle for sale	\$10.00
Working on or repairing vehicle	\$10.00
Displaying advertising	\$10.00
Selling merchandise	\$10.00
Storage more than 48 hours	\$10.00
Not parking within space	\$10.00
Parked facing traffic	\$10.00
Failure to set brakes	\$10.00
Parked on grade, wheels not turned to curb	\$10.00
All night parking	\$10.00
Between sidewalk and curb	\$10.00
Obstructing traffic	\$15.00
Abandoned vehicle- plus towing and storage	\$15.00
Bus or taxicab, parking other than bus stop or cab stand	\$10.00
Bus or taxicab stand violations	\$10.00
Keys in vehicle	\$15.00

AFTER THREE DAYS ADD \$5.00 TO THE ABOVE OFFENSES

WATER AND SEWER RATES
Effective July 1, 2008

Water

1.	<u>Regular Meters</u>	
	First 2,000 gallons, or any part thereof: a minimum charge of	\$5.00
	Each 1,000 gallons thereafter, or any part thereof Per 1,000 gallons of water	\$2.85
	Capital Improvement per 1,000 gallons	\$2.00
	Meter charge per quarter	\$1.95
2.	<u>Sprinkler Meters</u>	
	Water only per 1,000 gallons	\$1.69
3.	<u>Calibration of Large Water Meters</u>	
	The AWWA recommends that 3" or larger meters be calibrated every 3 years. The cost of calibration includes materials plus labor.	
4.	<u>Additional Charges</u>	
	Water Meter Installation – New	\$100.00
	Testing Water Meters Including: Shipping, Labor, Testing, and Re-Installation	\$100.00
	Hydrant Fees	\$100.00
	Water Turn-On Charge/New Account Fee	\$40.00
	Water Shutoff when Meter is Pulled Calculated 2 laborers for 1 hour	\$55.00
	Water Shutoff when Meter is Plugged	\$75.00
	Water Deposit (Landlord's responsibility)	\$100.00
	Water Deposit (City's responsibility) Three times the average quarterly billing of \$150.00	\$450.00
	 Labor to Change Frost Plate	\$55.00
	Replace Antenna for Pit Radio	\$197.36
	Base Water Capital Charge (Connection Fee for 3/4" line) plus \$1,200 for each additional ¼ inch increase thereafter	\$1,200.00

WATER AND SEWER RATES (continued)

Service Charge (second call backs for the same thing - i.e., thawing water lines in the winter)	\$27.00
Water meter/radio repair cost if the homeowner or representative is responsible for the damage	\$36.05/hr
Water Turn-On After 3:30 P.M.-Monday-Friday, Saturdays, Sundays, or holidays will be charged at contractual rates and hours.	
Water Turn-On Wrench (refundable deposit)	\$25.00
Non-Sufficient Funds Check Charge	\$25.00
New 5/8" Meter	\$278.82
5/8" Meter with radio	\$169.15
Setter	\$ 57.92
Materials	\$ 11.75
New Account Fee	\$ 40.00
New 3/4" Irrigation Meter	\$318.03
3/4" Meter with radio	\$208.36
Setter	\$ 57.92
Materials	\$ 11.75
New Account Fee	\$ 40.00
No radio option 3/4" Irrigation Meter	\$244.93
Meter	\$135.26
Setter	\$ 57.92
Materials	\$ 11.75
New Account Fee	\$ 40.00

SEWER

1. <u>Regular Charges</u>	
First 2,000 gallons or any part thereof a minimum charge of	\$8.25
Each 1,000 gallons thereafter, or any part thereof Per 1,000 gallons	\$3.69
Capitol Improvement per 1,000 gallons	\$0.50
2. <u>Other Charges</u>	
Base Sewer Connection Fee	\$2,300.00

\$.34 per pound BOD for wastewater BOD in excess of that for normal domestic wastewater.

\$.24 per pound suspended solids in excess of that for normal domestic wastewater.

\$1.69 per pound phosphorous (as P) for wastewater with phosphorus in excess of that for normal domestic wastewater.

Returned Check Charge

\$25.00 shall be charged to the user for any check that is returned from the bank marked, "non-sufficient funds."

Base-Sewer Connection Fee

Where connection is made to a building or structure, a Base Sewer Connection charge of \$2300.00 per residential equivalent shall be made. The minimum equivalent factor for any premises shall be 1.0. Residential equivalent units assigned for each premises connected to the system shall be determined according to the table of residential equivalent units in Section 82 of the Mason Code.

License to Perform Construction in City Right of Way

A request for license must begin by contacting the Director of the Department of Public Works. Requirements: present proof of workers compensation insurance, obtain a bond in the amount of \$10,000, obtain a certificate of insurance in the amount of \$1,000,000 with the City of Mason named as additional insured and pay a license fee in the amount of \$75.00 before work begins.

Other Charges

These charges are based on actual costs repair, replacement, or services rendered for such items as accidents damaging City property, repairs of water and sewer lines, sidewalk, street, restoration of lawns from accidents done by contractors, Consumers Energy, or Ameritech. An additional 10% will be added to the actual cost.

The contractor or owner shall pay the base connection fees for both water and sewer at the same time as the building permit fees are paid. This is done before the building permit is issued and before any construction begins. Any sewer suspense assessments should also be paid at this time.

When the water and sewer connections are complete the Director of the Department of Public Works shall calculate the actual charges and the contractor or owner shall be billed for additional charges.

Further information concerning water or sewer transmission lines may be obtained from the Director of Public Works at 676-1166.

Further information concerning wastewater and discharging of wastewater may be obtained from the Director of Publicly Owned Treatment Work Plant at 676-1166.