CITY OF SWARTZ CREEK RATES, FEES PERMITS & CHARGES FOR SERVICES
(All fees may be paid in person with cash, check, or card. Building and utility fees may be paid online with card or e-check)

1. **Chapter 1: Municipal Ordinance Violations Bureau (Parking Fines)**

The following parking violations shall be punishable by the fines indicated:

	Offense	Fine
(a)	Parking too far from curb	$ 40.00
(b)	Angle parking violations	$ 40.00
(c)	Obstructing traffic	$ 40.00
	Prohibited parking (signs un-necessary)	
(d)	On sidewalk	$ 40.00
(e)	In front of drive	$ 40.00
(f)	Within intersection	$ 40.00
(g)	Within 15 feet of hydrant	$ 40.00
(h)	On crosswalk	$ 40.00
(i)	Within 20 feet of crosswalk or 15 feet of corner lot lines	$ 40.00
(j)	Within 30 feet of street side traffic sign or signal	$ 40.00
(k)	Within 50 feet of railroad crossing	$ 40.00
(l)	Within 20 feet of fire station entrance	$ 40.00
(m)	Within 75 feet of fire station entrance on opposite side of street (signs required)	$ 40.00
(n)	Beside street excavation when traffic obstructed	$ 40.00
(o)	Double parking	$ 40.00
(p)	On bridge of viaduct or within tunnel	$ 40.00
(q)	Within 200 feet of accident where police in attendance	$ 40.00
(r)	In front of theater	$ 40.00
(s)	Blocking emergency exit	$ 40.00
(t)	Blocking fire escape or fire lane	$ 50.00
(u)	In a handicapped space	$100.00
(v)	In prohibited zone (signs required)	$ 40.00
(w)	In alley (signs required)	$ 40.00
	Parking for prohibited purpose	
(x)	Displaying vehicle for sale	$ 40.00
(y)	Working or repairing vehicle	$ 40.00
(z)	Displaying advertising	$ 40.00
(aa)	Selling merchandise	$ 40.00
(bb)	Storage over 48 hours	$ 40.00
(cc)	Wrong side boulevard roadway	$ 40.00
(dd)	Loading zone violation	$ 40.00
(ee)	Bus, parking other than bus stop	$ 40.00
(ff)	Taxicab, parking other than cab stand	$ 40.00
(gg)	Bus, taxicab stand violations	$ 40.00
(hh)	Failure to set brakes	$ 40.00
(ii)	Parked on grade wheels not turned to curb	$ 40.00
(jj)	Parked on lawn extension within right of way	$ 40.00
(kk)	Parked on front lawn	$ 40.00

All $40.00 violations not paid within 20 days will be accessed a $20.00 late fee.

2. **Chapter 2: Liability for Expense of an Emergency Operation (Hazardous Materials Cleanup Cost Recovery)**

Cost shall be actual expenses inclusive of all Police & Fire Department wages, equipment and motor-pool and / or any sub-contracted actual expenses associated with hazardous materials clean-up.

3. **Chapter 2: Liability for Expense of an Emergency Response (Alcohol Related Arrests, Accidents)**

A. A cost of $150 shall be assessed to each defendant convicted of O.U.I.L. – O.U.I.D or O.W.I. The cost recovery shall be collected as a part of the fines and costs set by the 67th District Court.

B. Actual costs shall be assessed to each defendant convicted of O.U.I.L. – O.U.I.D or O.W.I. in which a motor vehicle accident occurred. The cost recovery shall be collected as a part of the fines and costs set by the 67th District Court. In the event the court declines collection, they shall be billed direct to the defendant.

C. For the purpose of determining costs for extensive investigation and cleanup recovery for emergency response for alcohol related arrests and accidents, the following table shall be used:

Fire

Pumper	$250.00/hour
Tanker	$350.00/hour
Squad/Utility	$200.00/hour
Grass	$200.00/hour
Command	$150.00/hour
Officers	$24.00/hour
Firefighters	$18.00/hour

Police

Officers	$64/hour
Officer Overtime	$72/hour
Police Car	$15.00/hour

4. **Chapter 5: Cemetery Lots - Purchase**
The cost for purchase of cemetery lots will be $600.00 per lot.

5. **Chapter 5: Cemetery, Charges for Grave Openings, etc.**
Grave openings shall be actual costs, either as sub-contracted or performed by City Employees, plus a 15% administrative fee.

6. **Chapter 11: Park Reservation Fees**

Elms Park

Pavilion #1	$80.00($270 non-resident)
Pavilion #2	$100.00($325 non-resident)
Pavilion #3	$50.00($200 non-resident)
Pavilion #4	$80.00($270 non-resident)

Abrams Park

Pavilion #1	$50.00($200 non-resident)
Pavilion #2	$50.00($200non-resident)
Pavilion #3	$40.00($170 non-resident)
Pavilion #4	$40.00($170 non-resident)

Otterburn Park

Pavilion #1	$80.00($270 non-resident)
Deposit	$300.00*

*Deposit to be forfeited with any validated park rule or ordinance violation attributed to the reserving entity.

7. **Chapter 12: Peddlers and Solicitors License and Background Check**
$50.00 for primary permit and one background check plus $20 for each additional background check.

8. **Chapter 15: Permit, Sidewalk Installation**
$50.00

9. Chapter 15: Permit for Excavation, Right of Way or Other City Property

$100.00

10. Chapter 19: Water System Use, Rates and Charges

(A) Charges for water supply services to premises within the city connected with the water supply system shall be as follows:

Rates for Quarterly Billings

Readiness to serve charge

5/8", 3/4", 1"	$60.76
1.5"	$241.14
2"	$385.84
3"	$723.45
4"	$1,205.76
6"	$2,411.50

Commodity charge (per 100 cubic feet of water): $7.87

Additional meters, connected for the exclusive purpose of registering water consumed and NOT returned to the sewer system shall be charged the commodity charge only (example: lawn sprinkler system).

(B) Any water customer may have water services temporarily shut off for any time period during which the premises, for which the water service is provided, will be unoccupied. The request for such shut off shall be made in writing on forms to be provided by the city. The written request shall specify the reason for the shut off and the date on which the water service shall be shut off.

(C) There shall be a Twenty Dollar ($20.00) charge for shutting off the water service pursuant to such request and a Twenty Dollar ($20.00) charge for turning the water service back on, if the shut off or turn on is performed during normal business hours. If this shut off or turn on is performed outside of normal business hours, the charge shall be One-Hundred Dollars ($100.00).

If water is shut off and/or turned back on pursuant to account delinquency, the fee shall be Forty Dollars ($40.00) per turn off and Forty Dollars ($40.00) per turn on. This fee shall be applied upon deployment of the field crew for water shut off. Requests for after-hours turn on shall cost One-Hundred Dollars ($100.00). The City Manager may waive any shut off and turn on fees for reasonable cause.

(D) Water customers shall continue to be billed for a readiness to service charge while connected to the system.

(E) Bulk water sales shall be in accordance with the following fee schedule:

Bulk Water Purchases
1 cubic ft. = 7.4805
Gallons

Gallons	Cubic ft.	Cost
3,740	499.96658	$109.20
5,000	668.40452	$121.80
10,000	1336.809	$168.00
15,000	2005.2136	$214.20
20,000	2673.6181	$259.35

11. Chapter 19: Water & Sewer Tap Fees

(A) There shall be paid, with respect to all premises connecting to the water and sanitary sewer system of the city, a tap-in fee pursuant to the following schedules:

(1) Single-family residence--$1,500 each for water & sanitary sewer

(2) Multiple-family residence--$1,500 per unit each for water and sanitary sewer

(B) All other uses connecting to the water and/or sanitary sewer system of the city shall be required to pay tap-in fees at the rate of one-thousand, five hundred dollars ($1,500) per unit factor, pursuant to the unit factor table provided for by the Genesee County Division of Water and Waste. In no case shall tap-in fees be less than one-thousand, five hundred dollars ($1,500).

(C) Furthermore, for any structure used generally for more than one (1) purpose, connection fees shall be determined by applying the appropriate unit factors as set by the Genesee County Division of Water and Waste, to the various uses on any level, grade or sub-grade plane of the structure, provided that it is intended that the fees so derived shall be cumulative. Tap fees shall also apply for any additional units that may be calculated and applied by the County WWS pursuant to change in use or otherwise.

12. Chapter 19: Sanitary Sewer Rates

Rates for Quarterly Billings

Readiness to serve charge (per Residential Equivalent Unit):	$53.53
Readiness to serve charge (non-metered accounts):	$130.43
Commodity charge (per 100 cubic feet of water consumed):	$2.52

A readiness to serve charge equal to the number of calculated sewer units shall be charged to all customers connected to the city's sewer system to offset fixed costs of system operation. In addition, a commodity charge shall be applied to the sewer bill in an amount equal to the above rate multiplied by the number of ccf that the accompanying water account registers. If the sewer connection is not accompanied by a water meter to register water usage, the charge shall be considered non-metered and no commodity charge shall be applied.

For the purposes of determining sanitary sewer rates, per unit sewage disposal calculations resulting in a fraction of a whole number shall be rounded up to the next highest whole number.

13. Chapter 20: Weed Cutting Fees

$300 per cut

14. Building & Trade Inspection Fees*

A. Building Permit Fees:

The total cost of Improvement is based on the International Code Council (ICC) Building Valuation Square Foot Construction Cost Table.

Application Fee, non-refundable:	$125.00
Up to $1,000 (includes one 1 inspection)…….....$125.00	
$1,001.00 to $10,000.00 (includes 1 inspection)..	$125.00 plus $10.00 per $1,000.00
$10,001.00 to $100,000.00	$225.00 plus $7.00 per $1,000.00
$100,001.00 to $500,000.00	$925.00 plus $6.50 per $1,000.00
$500,001 plus	$3,250.00 plus $6.00 per $1,000.00

Residential Roof (Includes 1 inspection)	$125
Mobile Home Set (Includes 1 inspection)	$300
All work not involving a sq. foot computation:	$125
Residential plan review and administration base fee	$125/hr, with a $500 minimum plus applicable third party fees
Residential Minor plan review (Building Dept. determination)	First hour included with application fee, $125 each additional hour plus any third party fees
Commercial plan review up to $500,000 valuation	$0.0019 of building valuation with a minimum of $500 plus third party fees

Commercial plan review over $500,000 valuation	$0.0006 plus $950 of building valuation plus third party fees
Parking Lot (resurfacing, reconstruction, addition)	$200 or $0.02/sf, whichever is greater
Inspections (each)	$125
Certificate of Occupancy (Residential)	$125
Certificate of Occupancy (Commercial)	$300
Commercial Temp C of O for stocking and staffing… (not open for business)	$ 2,000.00 plus bond equal to 150% of uncompleted items as estimated by the Building Department
Work Commencing Before Permit Issuance	$500

B. Electrical Inspection Fees

Application Fee (non-refundable)	$80
Work Commencing Before Permit Issuance	$120
Plan Review	$125/hr plus third party fees

New Residential Electrical System

Up to 1,500.00 sq. foot	$90.00
1,501 to 3,500 sq. foot	$140.00
Over 3,500 sq. foot	$190.00

Service

Through 200 Amp.	$20
Over 200 Amp. thru 600 Amp.	$25
Over 600 Amp. thru 800 Amp.	$200
Over 800 Amp. thru 1200 Amp.	$300
Over 1200 Amp. (GFI only)	$500
Circuits	$7
Lighting Fixtures-per 25	$7
Dishwasher	$7
Furnace-Unit Heater	$7
Electrical-Heating Units (baseboard)	$8
Power Outlets (ranges, dryers, etc.)	$9

Signs

Unit	$6
Letter	$10
Neon-each 25 feet	$20
Feeders-Bus Ducts, etc.-per 50’	$8
Mobile Home Park Site	$7
Recreational Vehicle Park Site	$7

K.V.A. & H.P.

Units up to 20	$4
Units 21 to 50 K.V.A. or H.P.	$6
Units 51 K.V.A. or H.P. & over	$10

Fire Alarm Systems (excl. smoke detectors)

Up to 10 devices	$50
11 to 20 devices	$100
Over 20 devices	$5 each
Low voltage - Per opening (devices)	$5 each

Energy Retrofit-Temp. Control	$45
Conduit only or grounding only	$45

Inspections

Special/Safety Insp. (includes cert. fee)	$110
Additional Inspection	$110
Final Inspection	$110
Certification Fee	$75

C. Mechanical Inspection Fees

Application Fee (non-refundable)	$80
Work Commencing Before Permit Issuance	$120
Plan Review	$125/hr plus third party fees

Residential Heating System

(Includes duct & pipe)	
Up to 1,500 sq. feet	$90
1,501 to 3,500 sq. feet	$140
Over 3,500 sq. feet	$190
Gas/Oil Burning Equipment Under 400,000 In	$30
Gas/Oil Burning Equipment Under 400,000 In	$40
Boiler	$30
Water Heater	$5
Damper/Flue	$5
Solid Fuel Equip. (includes chimney)	$30
Gas Burning Fireplace	$30
Chimney, factory built (installed separately)	$25
Solar; set of 3 panels-fluid transfer (includes piping)	$20
Gas piping; each opening-new installation (residential)	$5
Air Conditioning (includes split systems)	
1.5hp to 15 hp	$30
Over 15 hp	$50
Heat Pumps (complete residential)	$30
Dryer, Bath & Kitchen Exhaust	$5

Tanks

Aboveground	$20
Aboveground Connection	$20
Underground	$20
Underground Connection	$20
Humidifiers/Air Cleaners	$5

Piping

Piping-minimum fee $25	$.05/ft
Duct-minimum fee $25	$.10/ft
Heat Pumps; Commercial (pipe not included)	$20

Air Handlers/Heat Wheels	$25
Conversion Burners (oil)	$30
Commercial Hoods/Exhausters	$15
Heat Recovery Units	$10
V.A.V. Boxes	$10
Unit Ventilators	$10
Unit Heaters (terminal units)	$15

Fire Suppression/Protection/Other

(includes piping) –minimum fee $20	$.75/head
Limited Area Suppression (per head)	$2
Fire Suppression Hood (per head)	$4
Evaporator Coils	$30
Refrigeration (split system)	$30
Chiller	$30
Cooling Towers	$30
Compressor/Condenser	$30
Manufactured Chimney	$25
Exhaust Fans	$20
Multi Zone Self Contained Units	$25
Through Wall Units	$25
Ranges (gas)	$20

Inspections

Special/Safety Insp. (includes cert. fee)	$110
Additional Inspection	$110
Final Inspection	$110
Certification Fee	$75

D. Plumbing Inspection Fees

Application Fee (non-refundable)	$80
Work Commencing Before Permit Issuance	$120
Plan Review	$125/hr plus third party fees

New Residential Plumbing System

Up to 1,500 sf	$90
1,501 to 3,500 sf	$140
Over 3,500 sf	$190
Mobile Home Park Site	$7 each
Fixtures, floor drains, special drains,	$4 each
Water connected appliances	$4 each
Stacks (soil, waste, vent and conductor)	$2 each
Sewage ejectors, sumps	$5 each
Sub-soil drains	$5 each

Water Service

Less than 2”	$25
2” to 6”	$75
Over 6”	$100
Connection (bldg. drain-bldg. sewers)	$25

Sewers (sanitary, storm or combined)

Less than 6”	$25
6” and Over	$100
Manholes, Catch Basins	$15 each

Water Distributing Pipe (system)

¾” Water Distribution Pipe	$5
1” Water Distribution Pipe	$10
1 ¼” Water Distribution Pipe	$15
1 ½” Water Distribution Pipe	$20
2” Water Distribution Pipe	$25
Over 2” Water Distribution Pipe	$30
Reduced pressure zone back-flow preventer	$5 each
Domestic water treatment and filtering equipment only	$5
Medical Gas System	$45

Inspections

Special/Safety Insp. (includes cert. fee)	$110
Additional Inspection	$110
Final Inspection	$110
Certification Fee	$75

15. Chapter 22: General Emergency Response Fees

Fire

Pumper	$250.00/hour
Tanker	$350.00/hour
Squad/Utility	$200.00/hour
Grass	$200.00/hour
Command	$150.00/hour
Officers	$24.00/hour
Firefighters	$18.00/hour

Police

Officers	$51.54/hour
Officer Overtime	$62.34/hour
Police Car	$15.00/hour

16. Appendix B: Franchises

$250 application fee plus actual expenses related to preparation by City Attorney.

17. Miscellaneous Fees

A. *Copies:*
Black & White: 10¢ for page.
Color or Mixed Color and Black & White: 25¢ per page

B. *Freedom of Information Act Requests:*
See the City of Swartz Creek Freedom of Information Act Procedures & Guidelines: adopted June 22, 2015 for details. Standard requests shall be charged 10¢ for 8.5 x 11 page (25¢ for color or mixed color) plus all actual costs for outside re-production (i.e. photo re-prints, blueprint copies, digital media storage, etc.). Extensive search requests shall have an additional per hour fee equal to wages only of the lowest paid clerical position employed with the City ($8.15/hour with a 1.1 fringe multiplier, totaling $8.97/hour).

C. *Weddings:*
$50 per ceremony

D. *Fax Services:*
50¢ per page for the first 10 pages, then $0.25 per page thereafter

E. *Notary Services:*
$10.00 per item

F. *Insufficient Funds:*
$25 each for any check returned unpaid for account insufficient, closed or stopped

G Penalties on Outstanding Invoices/Miscellaneous Receivables:
$10 penalty for unpaid miscellaneous receivables, including but not limited to: utility bills, mowing invoices, sidewalk repair, project reimbursements, charges for services, and retiree coverage contributions. This penalty shall be applied once to “past due” invoices.

H. *Interest on Outstanding Invoices/Miscellaneous Receivables:*
1.5% interest per month on outstanding invoices that are 30 days “past due”.

*Payments made toward outstanding balances shall be applied in the following order: interest, penalties, principle.

18. Chapter 13 & 16: Development Plans, Administrative Fees, Subdivision Site Plan & Review Fees*

A. Site Plan Review:

Property Re-Zoning	$500
Single & Multiple-Family (non-plat)	$300 plus $10.00 per lot/unit
Mobile Home Park	$500 plus $10.00 per unit
Commercial Development	$500 plus $50.00 per acre/fraction
Industrial Development	$500 plus $50.00 per acre/fraction
Office Development	$500 plus $50.00 per acre/fraction
Institutional	$300 plus $50.00 per acre/fraction
Public/semi-public uses	$300 plus $50.00 per acre/fraction
Special Approval or Conditional Use	$300 plus $10.00 per acre/fraction
PUD/Mixed Use Review	$500 plus $50.00 per acre/fraction
Consulting and/or Third Party Fees	Actual consultant costs plus 5%
Revisions	½ of original review fee

B. Building and Zoning:

Zoning Permit (Includes 1 hr review and inspection)	$125
Zoning Letter	$75
Sidewalk Permit	$50
Sign Permit	See Building Permits
Structure Movement Permit	$200
Demolition Permit (Including ROW Permit)	$200 + $0.10/sf
Right of Way Permit (Residential)	$100
Right of Way Permit (Commercial and/or Road Break)	$250 +review/inspection escrow
Home Occupation Permit	$95
Variance Review	$300 per variance
Zoning Board of Appeals: Petitioned Interpretation Review	$150
Zoning Board of Appeals: Appeal Review	$250
Lot Split/Combination: City Ordinance Section 16.2	$150 plus $5.00 per lot
Public or Private Road Plan Reviews	$400 per mile/fraction
Consulting Fees	Actual consultant costs
Zoning Code	$10 CD, $25 Paper Copy
Engineering Standards Manual	$10 CD, $25 Paper Copy
Medical Marijuana Dispensary/Facility Review	$500
Consulting and/or Third Party Fees	Actual consultant costs plus 5%

C. Subdivision Review

Preliminary Subdivision Review-Tentative	$300 plus $5.35 per lot
Preliminary Subdivision Review- Final	$160 plus $2.70 per lot
Final Plat Review	$160 plus $1.00 per lot
Consulting and/or Third Party Fees	Actual consultant costs plus 5%

- Consultant fees and or third party fees are those planning, engineering, legal, or related services performed unstaffed professionals. Such fees are employed and billed to the city, and are to be paid by the applicant. A pre-determined escrow will be estimated and required by the city prior to engaging in such services, which may need to be adjusted accordingly. Such invoices shall be payable by the applicant with an additional 5% fee.

19. Chapter 1: Municipal Civil Infraction Fines

Civic Infraction Citation Fines:

First Offense	$100
Second Offense	$200
Third Offense	$300

Civic Infraction Notice Fines:

First Offense	$75
Second Offense	$150
Third Offense	$250

20. Rental Inspection Program Fees

Registration	$100 for the first unit, plus $25 for each additional unit on a shared premises, with common ownership and management, or within recognized apartment complexes
Follow up inspections	The initial and one follow-up inspection will be performed without additional fees. Subsequent inspections shall be charged at the rate of $100/unit
Registration Updates/Amendments	No charge
Coverage	The initial fee covers the registration and first inspection and is valid until the resulting certificate of compliance expires
Pro-ration	There shall be no pro-ration of fees

ADOPTION & REVISION HISTORY:

Resolution No. 050711-07	Dated July 11, 2005
Resolution No. 100208-06	Dated February 8, 2010
Resolution No. 101206-04	Dated December 6, 2010 (Water-Sewer-RTS)
Resolution No. 111114-05	Dated November 14, 2011 (Park Fees)
Resolution No. 110613-07	Dated June 13, 2011 (Water Fees)
Resolution No. 120611-05	Dated June 11, 2012 (Water Fees)
Resolution No. 120709-05	Dated July 9, 2012 (Bulk Water Fees)
Resolution No. 130610-09	Dated June 10, 2013 (Water Fees)
Resolution No. 130826-06	Dated August 26, 2013 (K.W.A. Water Fees)
Resolution No. 140922-07	Dated September 22, 2014 (Utility and MMD Fees)
Resolution No. 150824-05	Dated August 24, 2015 (FOIA, Rentals, Utility Fees)
Resolution No. 151214-05	Dated December 14, 2015 (Parking)
Resolution No. 160523-05	Dated May 23, 2016 (Water and Sewer)
Resolution No. 160808-04	Dated August 8, 2016 (Solicitation)
Resolution No. 171023-07	Dated October 23, 2017 (Building; Police Removal)
Resolution No. 180312-06	Dated March 12, 2018 (Building Penalty)
Resolution No. 181126-07	Dated November 26, 2018 (Parking)
Resolution No. 190325-09	Dated March 25, 2019 (Water)
Resolution No. 201109-06	Dated November 9, 2020 (Water Rates - Cross Connection)
Resolution No. 210927-06	Dated September 27, 2021 (Cost Recovery & Right of Way)
Resolution No. 211213-04	Dated December 13, 2021 (Water and Sewer Rates)
Resolution No. 220613-05	Dated June 13, 2022 (UB Turn On/Off & Park Deposit)
Resolution No. 221114-06	Dated November 14, 2022 (Park Reservations)
Resolution No. 231127-08	Dated November 27, 2023 (Parks, Water, Cost Recovery)
Resolution No. 241125-06	Dated November 25, 2024 (Parks)
Resolution No. 240334-12	Dated March 24, 2025 (Building, Planning, & Zoning)
Resolution No. 251110-05	Dated November 10, 2025 (Parks)
Resolution No. 260526-05	Dated May 26, 2026 (Building, Police Cost Recovery)
Resolution No. 261012-05	Dated October 12, 2026 (Parks)