

CITY OF THE VILLAGE OF DOUGLAS  
COUNTY OF ALLEGAN  
STATE OF MICHIGAN

RESOLUTION NO. 05 -2023

SCHEDULE OF FEES

ESTABLISHED BY ORDINANCE #93 OF 1984 AND ARTICLE 23 OF THE CITY OF THE  
VILLAGE OF DOUGLAS ZONING ORDINANCE, ADOPTED ON MAY 18, 2009

FEE SCHEDULE AMENDED 7/2003, 8/2005, 12/2005, 8/2006, 5/2007, 9/2008, 7/2016, 2/2018

At a regular meeting of the City Council for the City of the Village of Douglas, Michigan, held at the  
City of the Village of Douglas City Hall, Douglas, Michigan, on the 6th day of February 2023, at 7:00  
p.m.

PRESENT:

ABSENT:

The following Resolution was offered by Councilperson \_\_\_\_\_ and supported by  
Councilperson\_\_\_\_\_.

RESOLUTION TO ADOPT AN AMENDED FEE SCHEDULE

PLANNING & ZONING SERVICES	Current Fee	New Fee	Escrow Deposit
<b>Planned Unit Development (PUD)</b> <ul style="list-style-type: none"><li>Rezone Request and Preliminary PUD Review</li></ul>	\$1,000.00	\$1,000.00	\$2,000.00
<ul style="list-style-type: none"><li>Final PUD Review</li></ul>	Not Established	\$500.00	\$2,000.00
<ul style="list-style-type: none"><li>Major Amendment to a PUD</li></ul>	Not Established	\$500.00	\$2,000.00
<ul style="list-style-type: none"><li>Minor Amendment to a PUD (administrative review)</li></ul>	Not Established	\$300.00	\$1,000.00
<b>Rezoning Requests (NON-PUD)</b> <ul style="list-style-type: none"><li>Rezoning of parcel</li></ul>	\$300.00	\$300.00	\$2,000.00
<b>Residential and Mixed-Use Developments and Subdivisions</b> <ul style="list-style-type: none"><li>Plat Review (Conventional)</li></ul>	\$50.00 + \$1.00/lot	\$1,500.00	\$2,000.00
<ul style="list-style-type: none"><li>Site Condominium Review</li></ul>	Not Established	\$1,000.00	\$2,000.00
<ul style="list-style-type: none"><li>Site Plan Review for Condominium Developments</li></ul>	Not Established	\$1,000.00	\$2,000.00
<ul style="list-style-type: none"><li>Open Space Preservation Developments</li></ul>	Not Established	\$1,000.00	\$2,000.00
<ul style="list-style-type: none"><li>Multi-Family Residential Development</li></ul>	\$50.00 + \$1.00/unit	\$1,000.00	\$2,000.00
<ul style="list-style-type: none"><li>Mixed-Use Development (Vertical)</li></ul>	Not Established	\$1,000.00	\$2,000.00
<b>Non-Residential Developments</b> <ul style="list-style-type: none"><li>Site Plan Review – New Construction</li></ul>	\$300.00	\$1,000.00	\$2,000.00
<ul style="list-style-type: none"><li>Site Plan Review – Expansions exceeding 15% of the existing floor area</li></ul>	Not Established	\$500.00	\$1,000.00
<ul style="list-style-type: none"><li>Site Plan Review – Expansions NOT exceeding 15% of the existing floor area</li></ul>	Not Established	\$300.00	\$500.00
<b>Waterfront Construction Permits</b> <ul style="list-style-type: none"><li>Minor</li></ul>	\$100.00	\$100.00	\$2,000.00
<ul style="list-style-type: none"><li>Major</li></ul>	\$500.00	\$500.00	\$2,000.00
<b>Special Use Permit</b>	\$250.00	\$1,000.00	\$2,000.00
<b>Master Plan Amendment</b>	Not Established	\$1,500.00	\$2,000.00
<b>Special Meetings (outside of regularly scheduled PC meetings)</b>	\$500.00	\$500.00	
<b>Private Road Review</b>	Not Established	\$500.00	\$2,000.00
<b>Land Division / Boundary Change Review</b>	\$250.00	\$250.00	PZ Admin Discretion
<b>Zoning Board of Appeals</b> <ul style="list-style-type: none"><li>Dimensional Variance Request</li></ul>	\$500.00 (all ZBA application types)	\$350.00	\$1,000.00
<ul style="list-style-type: none"><li>Use Variance Request</li></ul>	Not Established	\$350.00	\$1,000.00
<ul style="list-style-type: none"><li>Zoning Text Interpretation</li></ul>	Not Established	\$350.00	\$1,000.00
<ul style="list-style-type: none"><li>Appeal of Planning &amp; Zoning Administrator's Determination</li></ul>	Not Established	\$350.00	\$1,000.00

<b>Zoning Permits</b> <ul style="list-style-type: none"><li>• General</li></ul>	Not Established	\$50.00	PZ Admin Discretion
<ul style="list-style-type: none"><li>• Fences</li></ul>	Not Established	\$50.00	
<ul style="list-style-type: none"><li>• Chickens</li></ul>	\$20.00/year	\$25.00/year	
<ul style="list-style-type: none"><li>• Sign Permits</li></ul>	\$100.00	\$100.00	
<ul style="list-style-type: none"><li>• Food Truck Permit</li></ul>	\$150/3-day \$25/each add'l day	\$150/3-day \$25/each add'l day	
<ul style="list-style-type: none"><li>• Home Occupation (annual)</li></ul>	Not Established	\$50.00	
<ul style="list-style-type: none"><li>• Temporary Structures and Uses</li></ul>	Not Established	\$50.00	
<ul style="list-style-type: none"><li>• Wind Energy Conversion System</li></ul>	Not Established	\$50.00	
<b>Zoning Ordinance Text Amendment</b>	Not Established	\$1,000.00	\$2,000.00
<b>Tree Removal Permit</b>	\$50.00	\$50.00	
<b>Failure to Obtain a Zoning Permit (Penalty)</b>	\$500.00	\$500.00	
<b>Right of Way Work/Road Cut/Bore/Driveway Permit</b>	\$100.00	\$100.00	\$5000.00

CITY CLERK SERVICES	Current Fee	New Fee	Escrow Deposit
<b>Garbage/Refuse Permits</b>	\$100.00	\$100.00	
<b>Outside Amplification</b>	\$100.00	\$100.00	
<b>Parking Fee Waiver (per space)</b>	\$7,000.00	\$7,000.00	
<b>Community Directory Signs</b>	\$50.00	\$50.00	
<b>Short-Term Rental</b> <ul style="list-style-type: none"><li>• Registration/Initial Inspection</li></ul>	\$350.00	\$350.00	
<ul style="list-style-type: none"><li>• Re-Inspection</li></ul>	\$100.00	\$100.00	
<b>Business License/DDA (Annual)</b>	\$15/year	\$25.00/year	
<b>Temporary Vendor (Hawker/Peddler License)</b>	\$150.00/daily	\$150.00/daily	
<b>Boat Launch Ramps</b> <ul style="list-style-type: none"><li>• Union Street</li></ul>	<i>Resident</i> \$10.00/daily \$25.00/season	<i>Resident</i> \$10.00/daily \$25.00/season	
	<i>Non-Resident</i> \$10.00/daily \$75.00/season	<i>Non-Resident</i> \$10.00/daily \$75.00/season	
<ul style="list-style-type: none"><li>• Shultz Park</li></ul>	<i>Resident</i> \$10.00/daily \$25.00/season	<i>Resident</i> \$10.00/daily \$25.00/season	
	<i>Non-Resident</i> \$10.00/daily \$75.00/season	<i>Non-Resident</i> \$10.00/daily \$75.00/season	
<b>Revocable Sign License/Agreement</b>	\$250/year	\$250/year	
<b>Zoning Ordinance (Hard Copy)</b>	\$35.00	\$50.00	
<b>Zoning Map Copy</b> <ul style="list-style-type: none"><li>• 8.5" x 11"</li></ul>	\$2.00	\$0.25	
<ul style="list-style-type: none"><li>• 11" x 17"</li></ul>	\$5.00	\$0.25	
<ul style="list-style-type: none"><li>• Large format print</li></ul>	Not Established	\$5.00	
<b>Special Meeting of the City Council</b>	\$500.00	\$500.00	
<b>Water Well Review</b>	Not Established	\$50.00	\$1,000.00
<b>Acceptance of Private Roads into the Public System</b>	Not Established	\$500.00	\$2,000.00
<b>Marihuana Facility Permit Application (annual)</b>	\$5,000.00 as Established by Medical Marihuana Facilities Licensing Act (Act 281 of 2016)	\$5,000.00	
<b>Pleasant Point Kayak Storage Rack</b>	\$175/season	\$175/season	
<b>USB Storage Drive</b>	Actual cost	Actual cost	
<b>Freedom of Information Act Requests</b>	Based on wage of lowest paid employee	Fee parameters as established by the Act (Act 442 of 1976).	
<b>Returned check fee</b>	Not Established	\$13.00	
<b>Special Event Permit</b>	Not Established	\$50.00	
	Not Established	Free for non-profit organizations	
<b>City Park Reservation</b>	Not Established	\$50.00	
	Not Established	Free for non-profit organizations	
<b>Point Pleasant Slip (lottery system)</b>	Not Established	\$1,800.00/year for 2 years	
<b>Wedding Officiant (Mayor)</b>	\$50.00	\$50.00	

<b>Street Vacation</b>	\$500.00	\$500.00	\$1,000.00
Municipal Water Connection <ul style="list-style-type: none"><li>• Users within City Limits</li></ul>	Established per Section 50 of the Code of Ordinances	\$2,000.00	
<ul style="list-style-type: none"><li>• Users outside City Limits</li></ul>	Established per Section 50 of the Code of Ordinances	\$4,000.00	
<ul style="list-style-type: none"><li>• Connection Inspection</li></ul>	\$75.00	\$200.00	
Sanitary Sewer Connection <ul style="list-style-type: none"><li>• Users within City Limits</li></ul>	Established per Section 53 of the Code of Ordinances	\$2500.00	
<ul style="list-style-type: none"><li>• Users outside City Limits</li></ul>	Established per Section 53 of the Code of Ordinances	\$3500.00	
<ul style="list-style-type: none"><li>• Indirect Connection</li></ul>	Established per Section 53 of the Code of Ordinances	\$1,250.00	
<ul style="list-style-type: none"><li>• Connection Inspection</li></ul>	\$75.00	\$200	

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:** The City Council does hereby adopt Resolution \_\_\_\_\_, containing the amended fee schedule as stated below:

**UPON VOTE FOR THE ADOPTION OF SAID RESOLUTION, THE VOTE WAS:**

YEAS: Council Members:

NAYS: Council Members:

ABSTAIN: Council Members:

ABSENT: Council Members:

**ADOPTED** this 6th day of February, 2023

**CITY OF THE VILLAGE OF DOUGLAS**

BY: \_\_\_\_\_  
Jerome Donovan, Mayor Date

BY: \_\_\_\_\_  
Pamela Aalderink, City Clerk Date

**CERTIFICATION**

I, Pamela Aalderink, the duly appointed Clerk of the City of the Village of Douglas, do hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the Douglas City Council at a regular meeting held on Monday, February 6<sup>th</sup>, 2023 in compliance with the Open Meetings Act, Act No. 267 of the Public Acts of Michigan, 1976, as amended, the minutes of the meeting were kept and will be or have been made available as required by said Act.

**CITY OF THE VILLAGE OF DOUGLAS**

BY: \_\_\_\_\_  
Pamela Aalderink, City Clerk