

ATTACHMENT A

Approved by Ordinance No. 1121 09.15.2024

SCHEDULE OF FEES

ACTIVITY CENTER		FEES
Classroom Rental		
Resident		\$5.00 per hour
Non-Resident		\$15.00 per hour
Deposit		\$75.00
Gym Rental		
Resident		\$15.00 per hour
Non-Resident		\$30.00 per hour
Deposit		\$150.00
ADMINISTRATION		FEES
Faxing		\$1.00 per page
Open Records Fees:		\$25.00 deposit
Open Records Research/Inspection Fees		\$25.00 per hour
Copies		\$0.25 per page
Email Electronic Documents/Videos		\$5.00 per email
Electronic Documents/Videos on USB		\$25.00 per USB
Notary Stamp		\$15.00 per stamp
Work Without A Permit Penalty		\$250.00/First Offense, \$500.00/Second Offense, \$1000.00 /Third and Subsequent Offenses
Reinspection Fee		\$75.00
BUSINESS LICENSES		FEES
License Fee for all Home Based Businesses	This requirement shall not apply to those businesses required to have an occupational license through the Community and Economic Development Department	\$25.00
License Fee for all Non-Home Based Businesses		\$50.00
Late Fee for all Business Licenses - 30 days past due		\$10.00 per day
Adult Retail Business Licensing Fees:		
Adult Business License		\$500.00
Managers License		\$50.00
Employee License		\$20.00
Independent Contractor License		\$20.00
Alarm Company Licenses:		
Alarm Responses (False):		
1-3 False Alarms Responses		\$50.00 each
4-5 False Alarm Responses		\$100.00 each
Over 5 False Alarm Responses		\$200.00 each
Alcoholic Beverages:		
Cereal Malt Beverages:		
	Consumption on Premises/General Retailer	\$200.00
	Not for Consumption on Premises/Limited Retailer	\$50.00
	State Stamp Tax	\$25.00
	Application Fee to Change Location	\$25.00
	Temporary CMB License	\$50.00
Occupation Taxes Levied To Manufacture Alcohol & Spirits		\$2,500.00
Occupation Taxes Levied To Manufacture Beer:		
	1-100 Barrel Daily Capacity or an part thereof	\$200.00
	100-150 Barrel Daily Capacity	\$400.00
	150-200 Barrel Daily Capacity	\$700.00
	200-300 Barrel Daily Capacity	\$1,000.00
	300-400 Barrel Daily Capacity	\$1,300.00
	400-500 Barrel Daily Capacity	\$1,400.00
	500 or More Barrel Daily Capacity	\$1,600.00
Occupation Taxes Levied To Manufacture Wine:		

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First Year's Operation		\$1000 paid in advance
Spirits, Wine, or Beer Distributor (first and each additional place of business operating in the city by the same license)		\$1,000.00
Non-Beverage User:		
	Class 1 (not to exceed 100 gallons)	\$10.00
	Class 2 (not to exceed 1000 gallons)	\$50.00
	Class 3 (not to exceed 5000 gallons)	\$100.00
	Class 4 (not to exceed 10000 gallons)	\$200.00
	Class 5 (in excess of 10000 gallons)	\$500.00
Temporary Alcohol Liquor Permit		\$25 per day
Drinking Establishment		\$500.00
Private Clubs		\$500.00
Retail Liquor		\$500.00
Animals:		
Administrative Fee for Appeal		\$10.00
Auction:		
New Goods		\$25.00 per day
Other than New Goods		\$25.00 per day
Bath House or Massage Establishment:		
License Fee		\$300.00
Massage Establishment Renewal License Fee		\$150.00
Employee Permits		\$50.00
Carnivals and Circuses:		
Per Day		\$50.00
Per Week		\$250.00
Fireworks Stands/Retail Sale		\$500.00
Food Establishment License Fee		\$50.00
Food Service (Food Truck, Mobile Vehicle, Trailer, or Cart)		
Mobile Food Vendor License (Initial Application)	Must supply copy of State Health inspection, State License, Proof of Insurance	\$100.00
Mobile Food Vendor License Renewal Fee	Must supply copy of State Health inspection, State License, Proof of Insurance	\$50.00
Ice Cream Vendor		\$75.00 per vehicle
Kennel License		\$25.00
Pawnbroker or Precious Metal Dealer License Fee		\$25.00
Solid Waste & Construction Disposal Refuse Collector		\$25.00 per truck
Special Use Permit		\$50.00
Temporary Special Event Permits:		
Types requiring Administrative Approval		\$50.00
Type 5 Permit & others requiring Government Body Approval		\$100.00
Tent Shows and Meetings		\$25.00
Tow Lot Conditional Use Permit		\$500.00
Transient Vendor License:		
Per day	Maximum 2 weeks in one calendar year.	\$30.00 per vendor
7 consecutive days (one week)	Maximum 2 weeks in one calendar year.	\$200.00 per vendor
COMMUNITY CENTER		FEES
Cleaning/Damage Deposit		\$75.00
Set-up Fee - Room 1, Room 2, and Room 2 with Kitchen Access		\$25.00 per event
Set-up Fee - Both Rooms 1 and 2 with Kitchen Access		\$50.00 per event
Selling or Serving Alcohol - Off Duty Officer Retainer Fee		\$35.00 per hour
Tier I - Residential Rates:		
Room 1 or Room 2 (No Kitchen Access)		\$20.00 per hour
Room 2 with Kitchen Access		\$25.00 per hour
Room 1 & 2 with Kitchen Access		\$30.00 per hour
Tier II - Non-Residential Rates:		
Room 1 and Room 2 (No Kitchen Access)		\$35.00 per hour
Room 2 with Kitchen Access		\$45.00 per hour

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Room 1 & 2 with Kitchen Access	\$50.00 per hour
Tier III - Lansing Civic Organizations***	
Room 1 or Room 2 (No Kitchen Access)	\$10.00 per hour
Room 2 with Kitchen Access	\$15.00 per hour
Room 1 & 2 with Kitchen Access	\$20.00 per hour
***501c3 Designation Required	
COMMUNITY AND ECONOMIC DEVELOPMENT	FEES
Appeals	\$75.00
Blasting Application Fee	\$500.00
Comprehensive Plan/Zoning Ordinance - Electronic Copy	\$35.00
Comprehensive Plan/Unified Development Ordinance - Paper Copies	\$45.00
Conditional Use Permit:	
Application (Renewed every 5 years)	\$150.00
Maps	\$25.00
Nuisance Fees	
First Remediation Administrative Fee	\$100.00
Second Remediation Administrative Fee	\$150.00
Further Remediations Administrative Fee	Increases an additional \$100.00 for each offense
Chronic Nuisance Annual Monitoring Fee	\$300.00
Occupational and Trade Licenses:	
Occupational License Fee (Construction other than trade licenses)	\$100.00
Oil & Gas:	
Permit Filing Fee	\$300.00
Processing Fee (if permit is refused or withdrawn)	\$200.00
Parkland Fees:	
Residential Development Parkland Fee	\$400.00 per residential unit
Commercial/Industrial Development Parkland Fee	\$0.10 per sq. ft. of lot area
Permits:	
Building Permits (Other)	\$15.00 minimum
Demolition Permits	\$150.00
Electrical Permit	150.00 (New Single Family)
Fence Permits	\$100.00
Lawn Sprinkler System Permit	\$17.00
Mechanical Permit	\$60.00 (New Single Family)
Moving of Structure	\$250.00
Plumbing Permit	\$75.00 (New Single Family)
Pool Permits	\$20 less than 1000 gal. \$100.00 1000 gal. or more
In-Ground Electrical	\$45.00
Above Ground Electrical	\$17.00
Temporary Sign Permits	\$50.00
Sign Permits	\$100.00
Sign Permits with Electric	\$150.00
Planned Developments:	
Preliminary Plan	\$5.00 per Lot/\$300.00 Minimum
Final Plan	\$5.00 per Lot/\$300.00 Minimum
Plats:	
Administrative Plat	\$150.00
Preliminary Plats	\$5.00 per Lot/\$300.00 Minimum
Final Plats	\$5.00 per Lot/\$300.00 Minimum
Re-inspection Fee	\$75.00
Sewer Hydraulic Analysis	\$500.00
Sewer Connection Fees:	
Private Sewer Connection Fee (Septic)	\$400.00
Sewer Hook-up Residential	\$3,000.00
Sewer Hook-up Commercial	\$3,500.00

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Sewer Hook-up Industrial		\$4,500.00
Site Plans:		
Administrative Site Plan		\$150.00
Site Plan		\$250.00
Trade Licenses		
Electrical & Plumbing:		
*Contractor plus Master		\$125.00
*Master		\$25.00
*Journeyman		\$10.00
*Apprentice		\$5.00
Mechanical:		
*Contractor plus Master		\$125.00
*Master		\$25.00
*Installer		\$10.00
Arborist and/or Lawncare:		
*Arborist License Fee		\$30.00
*Tree Trimmer		\$30.00
*Lawncare License Fee		\$30.00
*Arborist/Lawncare License Fee		\$30.00
*Arborist Dead Tree Removal License		\$30.00
Utility Service Deposit (Refundable after 1 year)		\$75.00
Residential Refuse Collection Service Charge		\$19.00
Residential Refuse Collection Service Charge (Senior)		\$17.00
Sewer Usage Fee (Residential)		See Ordinance No. 977
Sewer Usage Fee (Commercial)		See Ordinance No. 977
LANSING COMMUNITY LIBRARY		FEES
Fax		\$1.00 per page
Black and White Copies/Prints		\$0.10 per page
Color Copies/Prints		\$0.25 per page
Processing Fee for broken cases, missing dust jacket, barcode, labels		\$3.00
Replacement fee for lost library card		\$1.00/ First time request is free
Lost or damaged item		Replacement value of item listed in system
Collections Processing Fee		\$25.00
Notary Stamp		\$15.00 per stamp
PARKS AND RECREATION		FEES
Aquatics Center Admission Fees		
	RESIDENT	NON-RESIDENT
Age 2 and under	Free with Paying Adult	Free with Paying Adult
Daily General Admission	\$5.00	\$7.00
Punch Pass (10)	\$45.00	\$65.00
Non-Swimmer	\$2.00	\$2.00
Season Pass (Individual)	\$65.00	\$100.00
Season Pass (Family up to 5)*	\$150.00	\$200.00
*Additional Household Member	\$30.00	\$40.00
Replacement Card	\$5.00	\$5.00
*Basketball		\$50.00/\$60.00 Non-Resident of USD 469
*Soccer (Spring and Fall)		\$40.00/\$45.00 Non-Resident of USD 469
*Baseball Softball T-Ball		\$45.00/\$50.00 Non-Resident of USD 469
*Flag Football		\$50.00/\$60.00 Non-Resident of USD 469
*Cheerleading		\$35.00/\$40.00 Non-Resident of USD 469
**Field Rental Fee per Day		
Per Field/No Lights		\$75 per day

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Per Field/With Lights	\$100 per day
Field Rental Deposit	\$75.00

***Non-Residents pay \$5.00 more for programs under \$50.00 and \$10.00 more for programs over \$50.00. Late registration fees are \$10.00 per child up to a total of \$20.00 per family per sport.**
**** Rentals subject to the requirements of the Special Event Application. Kenneth W. Bernard Park baseball/softball fields are are not included at this fee.**

POLICE DEPARTMENT	FEES
Reseach & Inspection Fees	\$25.00 per hour
Arrest, Offense, Incident, and Accident Reports	\$3.00 Minimum
Body Cam Video	\$25 per CD/Flashdrive
Dash Cam Video	\$25 per CD/Flashdrive
Photographs	\$10.00 per CD/Flashdrive
Video Viewing	\$25.00 Minimum
Fingerprints (non-criminal applicant) per person	\$15.00
Animal Release Fee - Intake Fee	\$80.00
Animal Release Fee - Animal Impound Fee	\$30.00 per day
Animal Surrender Fee	\$100.00
Animal License - One Year (Altered)	\$7.50
Animal License - Three Year (Altered)	\$20.00
Animal License - One Year (Unaltered)	\$15.00
Animal License - Three Year (Unaltered)	\$45.00
Permit - More than 4 Animal Permit Fee	\$25.00
Permit - Dangerous Animal Permit Fee	\$25.00
PUBLIC WORKS	FEES
Driveway/Sidewalk in ROW	\$25.00
Floodplain Development Permit	\$100.00
Lawn Sprinkler System in ROW	\$25.00
Permit for Temporary Right-of-Way Use	\$100.00
Stormwater Discharge Application Filing Fee	\$100.00
Utility Permit Base Fee	\$50.00
Linear Utility Fee	\$25.00 per block
* No fee for work performed by Franchisee's own employees	