

**Carrollton Township  
Fee Schedule  
FY 2017-2018**

**Carrollton Township Clerk's Office  
Fee Schedule  
Amended 7/31/17**

**Licenses & Permits**

**Business Licenses - annual fee**

Business License Registration Fee - New Business		\$	10.00
Business License Fee	Before March 31	\$	10.00
	After March 31	\$	20.00
	After April 30	\$	35.00

*Civil Infraction issued after May 30th*

**Non-Owner Occupied Housing Business License**

	Before March 31	\$	25.00
	After March 31	\$	35.00
	After April 30	\$	50.00

**Solicitation Permit**

Non-Refundable Solicitation Application Fee	\$	25.00
30-day Permit	\$	50.00

**Dog Licenses**

License Fees set annually by Saginaw County  
Only available Dec 1 thru Feb 28 at Township Office

**Garage Sale or Yard Sale Permit (per event)** Free

**FOIA (Freedom of Information) Requests**

Report, record, document, etc., per page*	\$	0.25
* plus research cost equal to lowest clerk's hourly rate, plus postage		
Compact Disk, per item	\$	5.00

**Fees and other Charges**

Code of Ordinances		free online
Copies, per page	\$	0.25
Land Use Master Plan	\$	35.00
Maps - Precinct and Zoning (color)	\$	0.75
Voter Information - Paper list, per sheet	\$	0.25
Voter Information - Labels, per sheet	\$	2.00
Voter Information - CD	\$	25.00
Duplicate Voter Registration Card	\$	2.00

## Carrollton Township Treasurer's Office Fee Schedule

### Copies of Assessment Records- per page

Residential property:		
Field File Packet, per sheet	\$	0.25
Sketch only	\$	0.25
Valuation Record only, per sheet	\$	0.25
Commercial, Industrial, Apartment property:		
Field File Packet, per sheet	\$	0.25
Sketch only	\$	0.25
Valuation Record, per sheet	\$	0.25
Plat Map for area needed	\$	0.25

### Tax Administration Fee

Fee applied to tax bill for tax administration services	1%
Property Transfer Affidavit, late filing penalty (penalty charged for filing more than 45 days from transfer)	\$5/day (\$200 max.)

### Tax Information

Copies of Tax Bills, Tax information search <b>for resident</b>	Free
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### Payment Services

Returned Check fee	\$	32.00
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### Bankruptcy

Deposit for services	\$	200.00
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### Notary Services

Notary Service	Free
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**Carrollton Township Police Department  
Fee Schedule**

<b>Fingerprints</b>	\$	10.00
<b>Registration</b>		
Bicycle Registration	\$	1.00
<b>Report Copies</b>		
Case Report	\$	4.00
Accident Report- in office	\$	10.00
Accident Report- online	\$	12.00
<b>Portable Breath Tests (PBT)</b>		\$5.00 per day
<b>Impound Release Fee</b>	\$	75.00

## Carrollton Township Fire Department Fee Schedule

### Report Copies

Fire Reports	\$	4.00
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### Fire Suppression/Protection Sprinkler Heads

1-10	\$	90.00
11-20	\$	125.00
21-50	\$	150.00
51-100	\$	210.00
101-200	\$	300.00
201-300	\$	390.00
301-400	\$	510.00
401-500	\$	600.00
501	\$	660.00
502 +	\$ 660.00 plus	.60 per head

<b>Fire Suppression/Protection Inspection Fee</b>	per hour	<b>\$75.00</b>
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## Carrollton Township Building Department Fee Schedule

### Hearing Fees

Board of Zoning Appeals Hearing	\$ 250.00
Construction Board Review	\$ 250.00

### Stormwater Review

Full Review	\$ 500.00
Exempt Review	\$ 100.00

### Building Plan Review

<b>Building Plan Review</b>	\$ 525.00	minimum
Includes: Plan Review- Zoning Admin	\$ 75.00	per hour
Building Inspector	\$ 75.00	per hour
Electrical Inspector	\$ 75.00	per hour
Plumbing Inspector	\$ 75.00	per hour
Mechanical Inspector	\$ 75.00	per hour
Fire Inspector	\$ 75.00	per hour
DPW Superintendent	\$ 75.00	per hour
	<u>\$ 525.00</u>	
Additonal Inspection	\$ 75.00	
Special Inspection	\$ 100.00	
Pertaining to sale of building	\$ 150.00	
Consulting Services	\$ 125.00	per hour
Review of alterations of previous approved plans	\$ 125.00	

### Demolition Permits \*\*

\*\*see Building Permit Fees

### Planning Commission

Administrative Review (Site Plan)	\$ 200.00
Preliminary Site Plan Review	\$ 300.00
Special Meeting for Site Plan Review	\$ 400.00
Revised Site Plan	\$ 125.00
Special Use (includes Site Plan Review)	\$ 350.00
Special Meeting for Special Use Permit	\$ 500.00
Rezoning Hearing	\$ 350.00
Special Meeting for Rezone Hearing	\$ 500.00
Preliminary Plat Review	\$ 400.00
Final Plat Review	\$ 300.00

### Temporary Sign Fees

Residential	\$	10.00
Commercial	\$	20.00

### Fence Permit

\$ 25.00

### Swimming Pool

In Ground	\$	80.00
Above Ground (plus fence permit if needed)	\$	40.00

## Carrollton Township Building Department Fee Schedule

### No permit required for the following:

- Roofing
- Siding
- Storage Sheds (Under 120 sq ft)
- Replacement Windows (If size does not change)

**Special/Safety Inspection** \$ 75.00

### Building Permit Fees

Base Fee\*\* \$ 75.00

\*\*plus permit fee (per schedule below)

*DOUBLE FEE FOR WORK STARTED WITHOUT A PERMIT*

### PERMIT FEES

#### \$100 to \$2,000

100	to	500	\$	21.00		16,001	to	17,000	\$	249.76
501	to	600	\$	23.76		17,001	to	18,000	\$	262.26
601	to	700	\$	26.50		18,001	to	19,000	\$	274.76
701	to	800	\$	29.26		19,001	to	20,000	\$	287.26
801	to	900	\$	32.00		20,001	to	21,000	\$	299.76
901	to	1,000	\$	34.76		21,001	to	22,000	\$	312.26
1,001	to	1,100	\$	37.50		22,001	to	23,000	\$	324.76
1,101	to	1,200	\$	40.26		23,001	to	24,000	\$	337.26
1,201	to	1,300	\$	43.00		24,001	to	25,000	\$	349.76
1,301	to	1,400	\$	45.76		25,001	to	26,000	\$	358.76
1,401	to	1,500	\$	48.50		26,001	to	27,000	\$	367.76
1,501	to	1,600	\$	51.26		27,001	to	28,000	\$	376.76
1,601	to	1,700	\$	54.00		28,001	to	29,000	\$	385.76
1,701	to	1,800	\$	56.76		29,001	to	30,000	\$	394.76
1,801	to	1,900	\$	59.50		30,001	to	31,000	\$	403.76
1,901	to	2,000	\$	62.26		31,001	to	32,000	\$	412.76

#### \$2,001 to \$7,000

2,001	to	3,000	\$	74.76		34,001	to	35,000	\$	439.76
3,001	to	4,000	\$	87.26		35,001	to	36,000	\$	448.76
4,001	to	5,000	\$	99.76		36,001	to	37,000	\$	457.76
5,001	to	6,000	\$	112.26		37,001	to	38,000	\$	466.76
6,001	to	7,000	\$	124.76		38,001	to	39,000	\$	475.76

#### \$7,001 to \$50,000

7,001	to	8,000	\$	137.26		41,001	to	42,000	\$	502.76
8,001	to	9,000	\$	149.76		42,001	to	43,000	\$	511.76
9,001	to	1,000	\$	162.26		43,001	to	44,000	\$	520.76
10,001	to	11,000	\$	174.76		44,001	to	45,000	\$	529.76
11,001	to	12,000	\$	187.26		45,001	to	46,000	\$	538.76
12,001	to	13,000	\$	199.76		46,001	to	47,000	\$	547.76
13,001	to	14,000	\$	212.26		47,001	to	48,000	\$	556.76
14,001	to	15,000	\$	224.76		48,001	to	49,000	\$	565.76
15,001	to	16,000	\$	237.26		49,001	to	50,000	\$	574.76





## Carrollton Township Building Department Fee Schedule

129,001	to	130,000	\$ 1,037.26	174,001	to	175,000	\$ 1,262.26
130,001	to	131,000	\$ 1,042.26	175,001	to	176,000	\$ 1,267.26
131,001	to	132,000	\$ 1,047.26	176,001	to	177,000	\$ 1,272.26
132,001	to	133,000	\$ 1,052.26	177,001	to	178,000	\$ 1,277.26
133,001	to	134,000	\$ 1,057.26	178,001	to	179,000	\$ 1,282.26
134,001	to	135,000	\$ 1,062.26	179,001	to	180,000	\$ 1,287.26
135,001	to	136,000	\$ 1,067.26	180,001	to	181,000	\$ 1,292.26
136,001	to	137,000	\$ 1,072.26	181,001	to	182,000	\$ 1,297.26
137,001	to	138,000	\$ 1,077.26	182,001	to	183,000	\$ 1,302.26
138,001	to	139,000	\$ 1,082.26	183,001	to	184,000	\$ 1,307.26
139,001	to	140,000	\$ 1,087.26	184,001	to	185,000	\$ 1,312.26
140,001	to	141,000	\$ 1,092.26	185,001	to	186,000	\$ 1,317.26
141,001	to	142,000	\$ 1,097.26	186,001	to	187,000	\$ 1,322.26
142,001	to	143,000	\$ 1,102.26	187,001	to	188,000	\$ 1,327.26
143,001	to	144,000	\$ 1,107.26	188,001	to	189,000	\$ 1,332.26
144,001	to	145,000	\$ 1,112.26	197,001	to	198,000	\$ 1,377.26
145,001	to	146,000	\$ 1,117.26	198,001	to	199,000	\$ 1,382.26
146,001	to	147,000	\$ 1,122.26	199,001	to	200,000	\$ 1,387.26
147,001	to	148,000	\$ 1,127.26				
148,001	to	149,000	\$ 1,132.26				
149,001	to	150,000	\$ 1,137.26				
150,001	to	151,000	\$ 1,142.26				
151,001	to	152,000	\$ 1,147.26				
152,001	to	153,000	\$ 1,152.26				
153,001	to	154,000	\$ 1,157.26				
154,001	to	155,000	\$ 1,162.26				
155,001	to	156,000	\$ 1,167.26				
156,001	to	157,000	\$ 1,172.26				
157,001	to	158,000	\$ 1,177.26				
158,001	to	159,000	\$ 1,182.26				
159,001	to	160,000	\$ 1,187.26				
160,001	to	161,000	\$ 1,192.26				
161,001	to	162,000	\$ 1,197.26				
162,001	to	163,000	\$ 1,202.26				
163,001	to	164,000	\$ 1,207.26				
164,001	to	165,000	\$ 1,212.26				
165,001	to	166,000	\$ 1,217.26				
166,001	to	167,000	\$ 1,222.26				
167,001	to	168,000	\$ 1,227.26				
168,001	to	169,000	\$ 1,232.26				
169,001	to	170,000	\$ 1,237.26				
170,001	to	171,000	\$ 1,242.26				
171,001	to	172,000	\$ 1,247.26				
172,001	to	173,000	\$ 1,252.26				

**over \$200,000 - \$5.00 per \$1,000**

# Carrollton Township Building Department Fee Schedule

## ELECTRICAL PERMIT FEES

*DOUBLE FEE FOR WORK STARTED WITHOUT A PERMIT*

<b>Application Fee (non-refundable)</b>	\$	50.00
<b>Final Inspection</b>	\$	50.00
minimum permit fee	\$	100.00
 <b>Additions to existing permits</b>	 \$	 20.00
<b>Services</b>		
Temporary	\$	20.00
Up to 200 AMP.	\$	20.00
Over 200 AMP thru 600 AMP	\$	25.00
Over 601 AMP thru 800 AMP	\$	35.00
Over 800 AMP	\$	50.00
 <b>Circuits - each</b>	 \$	 10.00
 <b>Fixtures - Lighting (per 25)</b>	 \$	 10.00
 <b>Dishwasher</b>	 \$	 10.00
 <b>Furnace- Unit Heat</b>	 \$	 10.00
 <b>Generator</b>		
Stationary	\$	20.00
Non Stationary	\$	10.00
 <b>Electric Heat</b>		
Electric Heating Units (baseboard)	\$	10.00
 <b>Power Outlets (ranges, dryers, etc)</b>	 \$	 10.00
 <b>Signs</b>		
Unit	\$	20.00
Letter	\$	15.00
Neon- each 25 feet	\$	20.00
 <b>Feeders / Buss Duct</b>		
per 50'	\$	10.00

## Carrollton Township Building Department Fee Schedule

<b>Mobile Home Park Site</b>	\$	10.00
<b>Recreational Vehicle Park Site</b>	\$	10.00
<b>Motors / Transformers</b>		
Up to 20 HP / KVA	\$	10.00
21 to 50 HP / KVA	\$	15.00
Over 50 HP / KVA	\$	20.00
<b>Fire Alarm</b>		
Up to 10 devices	\$	75.00
11-20 devices	\$	150.00
over 20 devices- each	\$	9.00
<b>Energy Retrofit- Temp Control</b>	\$	50.00
<b>Conduit only- or grounding only</b>	\$	50.00
<b>Special/Safety Inspection (includes cert. fee)</b>	\$	50.00
<b>Additional Inspection Fee</b>	\$	50.00
<b>Certification Fee</b>	\$	20.00
<b>Plan Review- hourly (minimum one hour)</b>	\$	75.00

## Carrollton Township Building Department Fee Schedule

### MECHANICAL PERMIT FEES

*DOUBLE FEE FOR WORK STARTED WITHOUT A PERMIT.*

<b>Application Fee</b>	\$	50.00
<b>Final Inspection</b>	\$	50.00
minimum permit fee	\$	100.00
 <b>Additions to existing permits</b>	 \$	 20.00
<b>New Residential Heating System</b>	\$	50.00
<b>Furnace Replacement</b>	\$	30.00
<b>Residential Boiler</b>	\$	30.00
<b>Gas Log</b>	\$	30.00
<b>Flue/Vent Damper</b>	\$	10.00
<b>Gas Burning Fireplace</b>	\$	30.00
<b>Chimney, Factory Built</b> (installed separately)	\$	30.00
<b>Water Heater</b>	\$	20.00
<b>Gas Piping; each opening- new installation</b>	\$	15.00
<b>Air conditioning (includes split systems)</b>	\$	50.00
<b>Heat Pumps; Complete Residential</b>	\$	30.00
<b>Bath, Kitchen, Dryer Exhaust</b>	\$	10.00
<b>Tanks</b>		
Above Ground	\$	20.00
Underground	\$	25.00
<b>Humidifiers</b>	\$	10.00
<b>Piping minimum - \$25 - per foot</b>	\$	0.10
<b>Duct - minimum \$25- per foot</b>	\$	0.10
<b>Heat Pumps; Commercial</b>	\$	25.00
*pipe not included*		
<b>Air Handlers/heat wheels</b>		

## Carrollton Township Building Department Fee Schedule

Under 10,000 CFM	\$	20.00
Over 10,000 CFM	\$	60.00
<b>Commercial Hoods / Suppression</b>	\$	50.00
<b>Heat Recovery Units</b>	\$	10.00
<b>V.A.V. Boxes</b>	\$	10.00
<b>Unit Ventilators</b>	\$	10.00
<b>Unit Heaters (Terminal Units)</b>	\$	15.00
<b>HVAC - Air Conditioning / Refrigeration / Heat Pumps, Self Contained</b>		
Refrigeration (split system)	\$	30.00
Chiller (Water Circulation)	\$	30.00
Cooling Tower	\$	30.00
Compressor	\$	30.00
Commercial- heat pump	\$	20.00
Evaporator coils	\$	30.00
<b>Special / Safety Insp. (includes cert. fee) or items not listed</b>	\$	50.00
<b>Additional Inspection Fee</b>	\$	50.00
<b>Plan Review- hourly (minimum one hour)</b>	\$	75.00

## Carrollton Township Building Department Fee Schedule

### PLUMBING PERMIT FEES

*DOUBLE FEE FOR WORK STARTED WITHOUT A PERMIT*

<b>Application Fee</b>	\$	50.00
<b>Final Inspection Fee</b>	\$	50.00
minimum permit fee	\$	100.00
 <b>Additions to existing permits</b>	 \$	 20.00
<b>Mobile Home Park Site - each</b>	\$	10.00
<b>Fixtures- floor drains, special drains, water connected appliances- each</b>	\$	10.00
<b>Stacks (soil, waste, vent &amp; conductor), standpipe (each)</b>	\$	15.00
<b>Sewer ejectors, sumps - each</b>	\$	10.00
<b>Water Heater</b>	\$	15.00
<b>Water Service</b>		
less than 2"	\$	10.00
2" to 6"	\$	25.00
Over 6"	\$	50.00
Connection bldg drain- bldg sewer	\$	5.00
<b>Sewer Service</b>		
less than 6"	\$	10.00
Over 6"	\$	25.00
Lawn Sprinklers	\$	20.00
<b>Water Distribution Pipe</b>		
3/4" Distribution Pipe	\$	10.00
1" Distribution Pipe	\$	10.00
1 1/4" Distribution Pipe	\$	15.00
1 1/2" Distribution Pipe	\$	20.00
2" Distribution Pipe	\$	25.00
Over 2" Distribution Pipe	\$	30.00
<b>Back Flow Prevention- each</b>	\$	20.00
<b>Special / Safety Insp (includes cerf fee)</b>	\$	50.00
<b>Additional Inspection Fee</b>	\$	50.00
<b>Plan Review- hourly (minimum one hour)</b>	\$	75.00

**Carrollton Township Department of Public Works  
Fee Schedule**

**WATER AND SEWER RATES & CHARGES**

**Water Rate (1 unit = 1,000 gallons)** per unit \$ 4.52

**System Ready-To-Serve Charge (RTS)**

All units (residential, commercial and industrial) shall be charged the System RTS charge based on the following Meter Equivalent Ratios:

3/4" \$	8.50
1" \$	15.13
1 1/2" \$	34.00
2" \$	60.44
3" \$	136.00
4" \$	241.74

**Water Improvement Ready-To-Serve Charge**

Debt retirement charges for the \$5.6 million water improvement 20-year bonds are levied at 5.32 mills on property taxes. Properties exempt from taxes shall be charged consumption ratio ready-to-serve charges as follows:

3/4" \$	25.51
1" \$	215.24
1 1/2" \$	220.47
2" \$	860.46
3" \$	180.82
4" \$	374.11

**Non-Registering Meters**

The consumption charge shall be based on usage from the same quarter of the prior year. If that figure is not available, then the average of the three (3) prior quarters shall be used. If no prior quarters are available, or if these quarters were in error, then the consumption charge shall be based on a minimum of ten (10) units of usage. A written notice of the non-registering meter will be sent to the property owner and/or resident requesting that they contact the Utility Billing Clerk for an appointment to correct the problem. If the customer fails to respond to the written notification, the consumption charge (non-refundable) on subsequent billings will be based on the account's highest recorded quarterly usage or on twenty (20) units (whichever is higher) and increase by 10 units for each billing thereafter until the problem is resolved.

**Carrollton Township Department of Public Works  
Fee Schedule**

**WATER AND SEWER RATES & CHARGES**

**Water Meter Charges**

Meter Base (3/4")		\$59.53
Transmitter		\$163.74
	Total	\$223.27

*Exception: There will be no charge for meter replacement due to ordinary wear and tear. Meter replacement for meter sizes larger than 3/4" will be based on meter charges as outlined in next section.*

**Water Service Connection**

Permit		\$ 25.00
Inspection Fee:		
Regular Work Hours		\$ 50.00
Outside Regular Work Hours		\$ 100.00
Other Charges:		
Labor, Material, Equipment		Actual Cost

Connection - Long (across road):			
	3/4" Tap Fee	\$	2,500.00
	Meter Base	\$	59.53
	Transmitter	\$	163.74
		\$	2,723.27
	1" Tap Fee	\$	2,600.00
	Meter Base	\$	152.86
	Transmitter	\$	163.74
		\$	2,916.60
	1 1/2" Tap Fee	\$	3,100.00
	Meter Base	\$	524.40
	Transmitter	\$	163.74
		\$	3,788.14



**Carrollton Township Department of Public Works  
Fee Schedule**

**WATER AND SEWER RATES & CHARGES**

Connection - Short (same side of road):	3/4" Tap Fee	\$	1,300.00
	Meter Base	\$	59.53
	Transmitter	\$	163.74
		\$	<u>1,523.27</u>
	1" Tap Fee	\$	1,400.00
	Meter Base	\$	152.86
	Transmitter	\$	163.74
		\$	<u>1,716.60</u>
	1 1/2" Tap Fee	\$	1,700.00
	Meter Base	\$	524.40
	Transmitter	\$	163.74
		\$	<u>2,388.14</u>
 Additional Footage:			
Connections requiring more than twenty (20) feet of copper			
	3/4"	per foot	\$ 5.00
	1"	per foot	\$ 6.50
	1 1/2"	per foot	\$ 10.00
	2"	per foot	\$ 15.50

Connections based on a meter size larger than 1 1/2" will be charged based on actual costs over and above the total cost as stated for the 1 1/2" connection

**Carrollton Township Department of Public Works  
Fee Schedule**

**WATER AND SEWER RATES & CHARGES**

<b>Sewer Rate (based on 1 unit of water)</b>	per unit	\$	8.14
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**System Ready-To-Serve Charge (RTS)**

All units (residential, commercial and industrial) shall be charged the System RTS charge based on the following Meter Equivalent Ratios:

3/4"	\$	15.25
1"	\$	27.15
1 1/2"	\$	61.00
2"	\$	108.43
3"	\$	244.00
4"	\$	433.71

**Debt Ready-To-Serve Charge (RTS)**

All units (residential, commercial and industrial) shall be charged the System RTS charge based on the following Meter Equivalent Ratios:

3/4"	\$	6.05
1"	\$	10.77
1 1/2"	\$	24.20
2"	\$	43.02
3"	\$	96.80
4"	\$	172.06

**Sewer Rate to Unmetered Premises**

For each quarterly billing, a minimum charge of 10 units of consumption will be charged to residential, commercial or industrial unmetered premises plus the Debt and System Ready-To-Serve charges.

10 units	\$	81.40
Debt RTS	\$	6.05
System RTS	\$	15.25
Quarterly Charge	\$	102.70

**Carrollton Township Department of Public Works  
Fee Schedule**

**WATER AND SEWER RATES & CHARGES**

**Sewer Service Connection**

Permit	\$	25.00
Inspection Fee:		
Regular Work Hours	\$	50.00
Outside Regular Work Hours	\$	100.00

Other Charges:

Labor, Material, Equipment Actual Cost

Connection Tap Fees:	3/4" \$	1,500.00
(fees based on water service size)	1" \$	1,500.00
	1 1/2" \$	1,875.00
	2" \$	3,750.00
	3" \$	5,625.00
	4" \$	7,500.00
	6" \$	18,750.00
	8" \$	22,500.00

**Carrollton Township Department of Public Works  
Fee Schedule**

**WATER AND SEWER RATES & CHARGES**

**Other Fees and Charges**

Late Payment charge on Water/Sewer Bill	penalty on current bill		10%
Service Call charge, <b>AFTER</b> normal DPW hours	2 hour minimum w/service vehicle	\$	80.00
Service Call Charge for Shut-off and/or Reconnection during normal DPW hours		\$	40.00
Delinquent Utility Bill Service Charge to be applied on shut-off day		\$	40.00
Check for leaks service call	one (1) free check per year additional checks	\$	20.00
Check for leaks service call in housing units (3 or more) in a multi-unit apartment building.	per housing unit	\$	10.00
Renter Deposit (with affidavit under Public Act 178)		\$	500.00

**Special Rates**

The Carrollton Township Ordinance [Chapter 58, Art. II, Division 2., Sec. 58-51. (d)] requires that each housing unit in a multi-unit dwelling shall have a separate metering device and shall have separate service connection to the water distribution system. For those multi-unit dwellings in violation of the ordinance, separate Ready-To-Serve fees for both water and sewer (based on 3/4") shall be assessed quarterly for each additional housing unit in the dwelling.

**Carrollton Township Department of Public Works  
Fee Schedule**

**GRASS and WEED CUTTINGS**

Flat fee of \$90.00 per parcel

*Labor/Equipment costs will be billed additionally for all time spent exceeding one (1) hour*

All contiguous parcels will be billed for actual time/labor/equipment costs

Unpaid Fees will be added to the Winter Property Tax bill