

CHARTER TOWNSHIP OF SPRINGFIELD

ORDINANCE NO. 51

CONSOLIDATED FEE ORDINANCE

THE TOWNSHIP OF SPRINGFIELD ORDAINS:

ARTICLE I. GENERAL PROVISIONS:

- 1.1 Title. This Ordinance shall be known and may be referred to as the Springfield Township Consolidated Fee Ordinance.
- 1.2 Purpose. This is an Ordinance to establish and require the payment of fees for administrative expenses incurred by the Township of Springfield in processing requests for reviews, approvals, permits, certificates, inspections, meetings, licenses, ordinance amendments, and such other requests requiring action by the Township of Springfield as allowed or provided by federal, state, county or local law or ordinance.

- 1.3 Definitions. For purposes of this ordinance, the words and phrases in this section have the following meanings:

Applicant. Applicant means any person who requests, or is required by law to receive, from the Township, any review, approval, denial, inspection, permit, certificate, license, hearing or meeting, ordinance amendment or other administrative or legislative action by the Township for which a fee has been established.

Fees. Fees means those sums of money established and required to be paid to the Township as a charge for administrative or legislative activity in accordance with the provisions of this ordinance and the fee schedules which are a part hereof.

Inspection/Review Escrow. Means sums of money required to be deposited by an applicant with the Township for construction/site development from which actual cost for administration, inspection and/or review services required by the Township will be paid.

Township. Township means the Township of Springfield, including its officers, employees, boards, commissions, agents, and professional consultants.

ARTICLE II. FEE REGULATIONS:

- 2.1 Time of Payment. Fees shall be paid by the applicant at the time a request for action is submitted to the Township. The inspection/review escrow shall be paid to the Township prior to commencing any construction or site alternations which will require inspection and/or review.
- 2.2 Non-Payment. No application, petition, or request from an applicant shall be accepted, reviewed, processed, or acted upon until the required fees or escrow are paid. Checks used for payment must be finally paid by the payor bank and unconditionally credited to the Township's account in order for fees or escrow to be considered paid.
- 2.3 Duplication of Escrow. Upon a request from an applicant, the Township may waive or reduce any escrow upon a finding that the applicant has supplied an escrow to another governmental agency for the same service and that the other governmental agency's inspection and/or review will satisfy the purpose for which the Township inspection and/or review is required.
- 2.4 Fee and Escrow. The fees set forth in the schedules of this ordinance are intended to reflect the actual cost of the administrative or legislative activity indicated as of the date of the schedule, and as such, may be hereafter amended by the Township Board.
- 2.5 Additional Escrow. The Township may, at any time, require the applicant to place additional monies in escrow if the Township reasonably determines existing escrows to be insufficient to cover anticipated inspection or review services. Where the actual cost of providing inspection or review exceeds or is anticipated to exceed the escrow which has been paid, the Township may bill the applicant for the excess costs which shall be paid prior to any further inspection or review by the Township.
- 2.6 Refunds of Escrow. Where the actual cost of inspection and/or review is less than the escrow which has been paid, the Township will refund the unused portion upon written request by applicant and verification that all required inspections have been satisfactorily completed, "As Built" plans have been submitted and approved and that any conditions of project approval are satisfied. Any unused escrow left for six (6) months after project completion MAY be transferred to the Township General Fund if a refund is not requested by the applicant.
- 2.7 Waiver of Fees. Where an applicant is a Township official, agent, or employee, making a request for the purpose of receiving assistance, clarification, or guidance on a matter within his duties and responsibilities, no fees shall be required to be paid.
- 2.8 Reduction of Fees. Fees established pursuant to this Ordinance may be waived or reduced by the Springfield Township Board in accordance with this section.
 - a. Fees may be waived or reduced by the Township Board if any of the following conditions exist:
 1. If the applicant can demonstrate that the actual costs to the Township are materially less than the fees proposed to be charged.

2. If the applicant can demonstrate that a reduced or waived fee would provide an incentive to improve a preexisting non-conforming site.
3. If the applicant can demonstrate that the fees to be charged will result in a significant financial hardship to the applicant.
4. Any other reason as determined by the Township Board in its sole discretion.

ARTICLE III. INTERPRETATION AND EFFECTIVE DATE

- 3.1 Repealer. Any previously adopted ordinances, fees, and fee schedules, inconsistent or conflicting with the provision of this ordinance, are, to the extent of the conflict or inconsistency and upon this ordinance taking effect, repealed.
- 3.2 Severability. If any section, paragraph, clause, provision, or schedule of this ordinance is held to be invalid or unconstitutional, such holding shall not affect the validity of the remaining provisions hereof.
- 3.3 Effective Dates. See original ordinance effective 10-19-1984 and amendments effective through 2-22-2006

SCHEDULE I

A. Rezoning	\$1,800 plus \$25.00 per acre Each tax description will be considered a separate application for determining fee.
B. Zoning Board of Appeals	
1. Variance (temporary structure, access strip, etc.)	\$300.00
2. Interpretation	\$ -0-
C. Tax Description Change	
1. Combinations	\$100.00
2. Divisions, Base Fee	\$300.00
five or more parcels, add	\$ 30.00 per parcel
D. Special Meeting Request	\$750.00 plus consultants costs
E. Uses Permitted Subject to Special Conditions (Special Land Use)	\$650.00 plus applicable Schedule II fees
F. Transient Sales Permits	\$100.00
G. Planned Unit Development	
1. Preliminary	\$1,550.00 plus \$70/acre
2. Final	Rezoning fee plus applicable Schedule II fees

SCHEDULE II - PLAN REVIEW

Each review fee listed in I, II, III and IV below entitles applicant to two (2) plan or document reviews (original and one (1) revision) for each stage listed. Each additional submission (revision 2, 3 etc.) will require an additional fee equal to 50% of the initial fee for that stage.

I. Non Residential Site Plan

- | | |
|---|--|
| A. Conceptual | \$1550.00 plus \$70/acre |
| 1. <u>Special Land Use</u> , if applicable | See Schedule I |
|
 | |
| B. Final | \$3,500.00 plus \$230/acre |
| Add following that apply: | |
| 1. <u>Community Sewer System</u> | |
| a.) Under 10,000 GPD | \$1,500.00 plus \$15/acre |
| b.) Between 10,000 and 20,000 GPD | \$4,000.00 plus \$15/acre |
| c.) Over 20,000 GPD | \$5,000.00 plus \$15/acre |
| d.) Collection System | \$320.00 plus \$ 35/acre |
| e.) Sewage Pump Station | \$1,500.00 each |
| f.) Individual Lift Pump | \$70.00 each |
| 2. <u>Water System</u> | |
| a.) Well Type I | \$1,500.00 plus \$15/acre |
| b.) Well – other serving more than
one lot, building or unit | \$1,200.00 plus \$ 15/acre |
| c.) Fire Protection System | \$1,500.00 plus \$ 15/acre |
| 3. <u>Private Road</u> | |
| | \$700.00 plus \$ 40/acre |
| 4. <u>Legal</u> | |
| a.) Condominium Master Deed | \$1,700.00 |
| b.) Other, if needed | Twp. Attorney estimate of cost
plus 15 %. |
| 5. <u>Tax Description Change</u> | |
| | See Schedule I |

II. Residential Plan Review

- | | |
|--|----------------------------|
| A. Conceptual | \$1,500.00 plus \$ 70/acre |
| 1. <u>Special Land Use</u> , if applicable | See Schedule I |
|
 | |
| B. Final | \$4,400.00 plus \$175/unit |
| Add following that apply: | |

- | | | |
|----|---|--|
| 1. | <u>Community Sewer System</u> | |
| | a.) Up to 10,000 GPD | \$1,500.00 plus \$15/unit |
| | b.) Between 10,000 and 20,0000 GPD | \$4,000.00 plus \$15/unit |
| | c.) Over 20,000 GPD | \$5,000.00 plus \$15/unit |
| | d.) Collection System | \$320.00 plus \$35/unit |
| | e.) Sewage Pump Station | \$1,500.00 each |
| | f.) Individual Lift Pump | \$70.00 each |
| 2. | <u>Water System</u> | |
| | a.) Well Type I | \$1,500.00 plus \$15/unit |
| | b.) Well – other serving more than
one lot, building or unit | \$1,200.00 plus \$15/unit |
| | c.) Fire Protection System | \$1,500.00 plus \$15/unit |
| 3. | <u>Private Road</u> | \$700.00 plus \$40/acre |
| 4. | <u>Legal</u> | |
| | a.) Condominium Master Deed | \$1,700.00 |
| | b.) Other, if needed | Twp. Attorney estimate of cost,
plus 15 % |
| 5. | <u>Tax Description Change</u> | See Schedule I |

III. Plat Review

- | | | |
|-----------|---------------------------------|---------------------------|
| A. | Conceptual (sketch plan) | \$1,200.00 plus \$20/acre |
| B. | Tentative Preliminary | \$1,500.00 plus \$95/lot |
| C. | Final Preliminary | \$1,500.00 plus \$95/lot |
| D. | Construction Plans | \$2,000.00 plus \$70/lot |
- Add following that apply:
- | | | |
|----|------------------------------------|--------------------------|
| 1. | <u>Community Sewer System</u> | |
| | a.) Up to 10,000 GPD | \$1,500.00 plus \$15/lot |
| | b.) Between 10,000 and 20,0000 GPD | \$4,000.00 plus \$15/lot |
| | c.) Over 20,000 GPD | \$5,000.00 plus \$15/lot |
| | d.) Collection System | \$320.00 plus \$35/lot |
| | e.) Sewage Pump Station | \$1,500.00 each |
| | f.) Individual Lift pump | \$70.00 each |

- | | | |
|-----------|---|--------------------------|
| 2. | <u>Water System</u> | |
| | a.) Well Type I | \$1,500.00 plus \$15/lot |
| | b.) Well – other serving more than
one lot, building or unit | \$1,200.00 plus \$15/lot |
| | c.) Fire Protection System | \$1,500.00 plus \$15/lot |
| 3. | <u>Private Road</u> | \$700.00 plus \$40/lot |
| 4. | <u>Tax Description Change</u> | See Schedule I |
| E. | Final Plat | \$1,600.00 plus \$70/lot |
| | 1. <u>Legal</u> (Deed Restrictions) | \$1,500.00 |
| | 2. <u>Tax Description Change</u> | See Schedule I |

IV. Plans submitted separate from Site Plan or Plat

- | | | |
|-----------|--------------------------|-------------------------|
| A. | Landscape Plan | \$300.00 plus \$20/acre |
| B. | Signage Plan | \$200.00 plus \$50/sign |
| C. | Illumination Plan | \$200.00 plus \$20/acre |

V. Construction

Applicant will place in escrow funds sufficient to cover the cost of inspections, review of plan changes, shop drawings, cut sheets and “as-builts” and construction administration. Escrow amount will be determined by the Township and will be maintained by developer in an amount sufficient to cover Township’s anticipated costs.

A 15 percent non-refundable Township Administration fee will be added to the escrow estimate and paid by the developer.

SCHEDULE III - BUILDING DEPARTMENT

I. Special Permits

A. Mobile Homes in Park

- | | |
|-----------------------|----------|
| 1. <u>Single wide</u> | \$300.00 |
| 2. <u>Double wide</u> | \$350.00 |

B. Pools

Section V for electrical permit, plus:

- | | |
|------------------------|----------|
| 1. <u>Above ground</u> | \$125.00 |
| 2. <u>Below ground</u> | \$200.00 |

C. Signs

- | | |
|----------------------------|----------|
| 1. <u>Without electric</u> | \$50.00 |
| 2. <u>With electric</u> | \$100.00 |

D. Demolition

\$100.00

E. Moving Building

Pre Inspection \$500.00,
plus Building, Electrical
Plumbing & Mechanical
Fees

II. Building Permits

A. One & Two Family Residential – Detached

- | | |
|---|---|
| 1. <u>New Construction, Remodel or Addition</u> | \$100.00 plus \$.30 sq/ft |
| 2. <u>Accessory Structures</u> | |
| a.) First 1200 sq. ft. | \$50.00 plus \$.30 sq/ft |
| b.) Over 1200 sq. ft. | \$.20 sq/ft |
| 3. <u>Minimum Permit Fee</u> | \$50.00 |
| 4. <u>Decks & Porches</u> | \$25.00 review plus \$.20 sq/ft (\$50 Min.) |

B. Other (Commercial, Industrial, Multiple, etc.)

1. <u>New Construction</u>	\$150.00 plus \$.30 sq/ft
2. <u>Addition</u>	\$150.00 plus \$.30sq/ft
3. <u>Remodel</u>	\$150.00 plus \$.30 sq/ft
4. <u>Minimum Permit Fee</u>	\$150.00
5. <u>Plan Review Fee</u> Submit with application	\$150.00 plus \$.15 sq/ft

III. Mechanical Permits

A. One & Two Family Residential

1. New Furnace (Includes duct)	\$110.00 per unit
2. Fireplace – prefab or masonry	\$65.00 per opening
3. Humidifiers	\$10.00 per unit
4. Electronic Air Cleaners	\$15.00 per unit
5. Air Conditioner	\$65.00 per unit
6. Gas Piping	\$10.00 per unit or appliance
7. Replacement Furnace	\$65.00
8. Boiler	\$110.00 per unit
9. LPG or Fuel Oil Tanks	\$50.00 per tank
<i>if</i> below ground – add	\$15.00 per tank
10. Minimum Permit Fee	\$50.00

B. Other (Commercial, Industrial, Multiple, etc.)

1. Furnace – New (including ducts) (excluding electric heat)	
Up to 200,000 BTU	\$150.00 per unit
Over 200,000 BTU	\$175.00 per unit
2. Gas Piping	\$25.00 per unit
3. Humidifiers	\$25.00 per unit
4. Electronic Air Cleaners	\$35.00 per unit
5. Ventilation and Exhaust Fans	\$50.00 each
6. Fireplaces or Wood Stoves	\$75.00 per opening
7. Air Conditioners	
Up to 8 HP	\$65.00 per unit
8 HP to 50 HP	\$80.00 per unit
Over 50 HP	\$100.00 per unit
8. LPG or Fuel Oil Tanks	\$50.00 per tank
<i>if</i> below ground – add	\$15.00 per tank
9. Minimum Permit Fee	\$100.00
10. Refrigeration	\$65.00 per unit

IV. Plumbing Permits

A. One & Two Family Residential – New

Up to 2000 sq. ft.	\$200.00
2001 sq. ft. to 2500 sq. ft.	\$225.00
2501 sq. ft. to 3000 sq. ft.	\$250.00
3000 sq. ft. to 3500 sq. ft.	\$275.00
3500 sq. ft. to 4000 sq. ft.	\$300.00
For each 1000 sq. ft. (or increment thereof) over 4000	\$50.00

B. Unit Rates

	<u>Residential</u>	<u>Commercial</u>
Base Fee	\$50.00	\$75.00
Stacks and Vents	\$7.00 each	\$10.00
Water Closets	\$7.00 each	\$10.00
Shower and Bath Tubs	\$7.00 each	\$10.00
Jacuzzi, whirlpool or hot tub	\$7.00 each	\$10.00
Sinks and Lavs	\$7.00 each	\$10.00
Laundry Tray	\$7.00 each	\$10.00
Floor Drains	\$7.00 each	\$10.00
Sump Pump	\$7.00 each	\$10.00
Miscellaneous Fixtures (Items not listed)	\$7.00 each	\$10.00
Hose Bibs	\$7.00 each	\$10.00
Water Heater	\$7.00 each	\$10.00
Water Softener	\$7.00 each	\$10.00
Pump	\$7.00 each	\$10.00
Sump	\$7.00 each	\$10.00
Dishwasher	\$7.00 each	\$10.00
Disposal	\$7.00 each	\$10.00
Urinals	\$7.00 each	\$10.00
Drinking Fountains	\$7.00 each	\$10.00
Underground plumbing	\$10.00	\$25.00
Underslab (if separate insp. required)	\$30.00	\$30.00
Fire Suppression – per sprinkler head	\$3.00	\$3.00
Lawn Sprinkler	\$50.00	\$50.00
Dental Chair	\$6.00 each	\$10.00
Water Distribution System (based on first 200 ft.):		
Up to 1 ½"	\$25.00	\$35.00
2" to 3"	\$35.00	\$45.00
Over 3"	\$55.00	\$60.00
Each additional 100' (any size)	\$10.00	\$10.00

C. Remodel and/or addition

Unit Rate \$100 minimum

V. Electrical Permits

A. One & Two Family Residential – New (use sq. ft. on Bldg. Permit)

Up to 2000 sq.ft.	\$200.00
2001 to 2500 sq. ft.	\$225.00
2501 to 3000 sq. ft.	\$250.00
3001 to 3500 sq. ft.	\$275.00
3501 to 4000 sq. ft.	\$300.00
Over 4000 – per 1000 sq. ft. or increment thereof	\$50.00

B. One & Two Family Residential Unit Rate – Accessory Buildings, Additions, Remodel and Repair

Base Fee	\$15.00
Service	
Temporary	\$25.00
100 amp or less	\$25.00
101 amp to 200 amp	\$35.00
Over 200 amp	\$50.00
Sub panels, transfer switches and master panels	\$15.00
Circuits	\$8.00 each
Fixtures -First 25 or fraction	\$10.00
Each additional 25 or fraction	\$8.00
Furnace	\$7.00 each
Heat Pump	\$30.00 each
Air Conditioner	\$30.00 each
Jacuzzi, whirlpool and hot tubs	\$30.00 each
Lamp posts	\$8.00 each
Automatic Alarms – Central Control	
Central Station	\$25.00 each
Electric Heat	
Radiant	\$10.00 per room
Base Board per 8' section or increment	\$5.00 each
Underground Trenching (over 50')	\$15.00 per 100'
Minimum Permit Fee	\$50.00
Low Voltage	\$40.00

C. Other (Commercial, Industrial, Multiple, etc.)

Base Fee	\$25.00
Service	
Temporary – 100 amp or less	\$30.00
Over 100 amp	\$45.00
200 amp or less	\$40.00
201 to 300 amp	\$55.00
301 to 400 amp	\$65.00
401 to 600 amp	\$75.00
601 to 1000 amp	\$90.00
Each additional 100 amp	\$8.00
Sub-Panels, Master Panels & Transfer Switches	\$15.00
Circuits	\$10.00 first
	\$8.00 each extra
Fixtures (First 25 or fraction of)	\$25.00
Each additional 25 or fraction of	\$10.00
Feeders & Bus ducts	
Per 100' or fraction	\$10.00
Lighting Poles & Base	\$10.00 each
Power or Motor Circuits	
Up to 20 HP or KW	\$10.00 each
21 to 50 HP or KW	\$15.00 each
51 to 75 HP or KW	\$20.00 each
Over 75 HP or KW	\$30.00 each
Fuel Pumps or Dispensing Units	\$5.00 per unit
	\$10 each nozzle
Carnival, Circus & Amusement	Hourly rate, \$100 Min.
Neon Gas Tube Lamp	\$10.00 each
Automatic Alarms – Central Control	
Central Station	\$50.00
Electric Heat	
Radiant Heat	\$8.00 per room
Baseboard per 8' section or increment	\$6.00 each
Minimum Permit Fee	\$100.00

VI. Reinspection, Hourly Rate & Miscellaneous

A. Annual Contractor & Builder Filing Fee	\$25.00
B. Reinspections	\$40.00
C. Hourly Rate	\$75.00 per hour
Charge for special requests, consultations or items not otherwise covered	1 Hour Minimum

D. Work without Permit(s)

When work requiring a permit is started before a permit is secured, the permit fee will be DOUBLED.

Cancellations and Refunds:

None granted after six (6) months from date of issue.

Upon written request, prior to commencement or any work, Permits may be cancelled by the holder and 80% of the permit fee will be refunded, except not less than \$50.00 will be retained by the Township to cover administrative expenses.

SCHEDULE IV - LICENSES & BUSINESS PERMITS

I.	Gravel Pits	\$300.00 per year
II.	Junk & Salvage Yard	\$25.00 per year
III.	Mechanical Amusement Devices	\$10.00 per machine per year
IV.	Liquor license	
	a. Application for Transfer or New On Premise Liquor License	\$750.00/application
	b. Ancillary permits, separate application i.e.: dance, entertainments, etc.	\$75.00/application