



City of Kentwood, Michigan

Schedule of Fees Effective May 1, 2024

The service fees listed below are established by action of the City Commission at its meeting of March 5, 2024

Resolution 5-24 adopted 3/5/24 and effective 5/1/2024; prior resolutions 64-05, 60-06, 1-08, 49-12, 33-19

Department	Service	Current City Fee
Court	Traffic/Criminal (non-felony)	Various by code
	Criminal - felony	Statutory
	Civil	Statutory
	Probation Oversight	\$25.00
	PSI - full	\$100.00
	PSI - Victim Impact	\$50.00
	Drug Testing	\$30.00
	Cost Misdemeanor	\$50.00
	Bench warrant Fee	\$10.00
Assessor	Lot Splits/Combinations	\$100.00
	Escrow Fee for Tax Exemption Applications	\$3,500.00
Water	Turn on/Turn off	\$50.00
	Turn on/Turn off - after hours	\$100.00
	Turn on/Turn off (delinquent)	\$125.00
	Hydrant Permit	\$20.00
	Hydrant Deposit	\$500.00
	New Meter Installation - 3/4"	\$400.00
	New Meter Installation - 1"	\$500.00
	New Meter Installation - 1.5"	\$1,200.00
	New Meter Installation - 2"	\$1,500.00
	New Meter Installation - 3"	\$1,800.00
	New Meter Installation - 4"	\$3,200.00
	New Meter Installation - 6"	\$5,600.00
	Damaged Water Meter Replacement - 3/4"	\$400.00
	Damaged Water Meter Replacement - 1"	\$500.00
	Damaged Water Meter Replacement - 1.5"	\$1,200.00
	Damaged Water Meter Replacement - 2"	\$1,500.00
	Damaged Water Meter Replacement - 3"	\$1,800.00
Damaged Water Meter Replacement - 4"	\$3,200.00	
Damaged Water Meter Replacement - 6"	\$5,600.00	
Water Appointment Cancellation without Notice	\$75.00	
Fire	False Alarm Runs - Commercial	\$500.00
	False Alarm Runs - Residential	\$300.00
	Cost recovery	calculated per hour
	Fire Extinguisher Training	\$200.00
Treasurer	Returned Checks	\$30.00
	Admin Fee & penalties	1%
	Penalty Fee	3%
	Tax Info Requests	\$500.00
	Late fee charge for invoices	5%

Department	Service	Current City Fee	
Cemetery	Grave Opening - Weekdays	\$800.00	
	Grave Opening - Weekdays after 2:30pm	\$1,150.00	
	Grave Opening - Saturdays	\$1,150.00	
	Grave Opening - Sundays & Holidays	\$1,500.00	
	Grave Opening - Winter Service Charge	\$200.00	
	Cremation/Casket Burials of Children under the age of 10 - Weekdays	\$400.00	
	Cremation/Casket Burials of Children under the age of 10 - Weekdays after 2:30pm	\$750.00	
	Cremation/Casket Burials of Children under the age of 10 - Saturdays	\$750.00	
	Monument Foundation	\$0.50	per square inch
	Monument Foundation - 12" X 18"	\$110.00	
	Monument Foundation - 12" X 24"	\$145.00	
	Monument Foundation - 14" X 26"	\$185.00	
	Monument Foundation - 14" X 38"	\$265.00	
	Monument Foundation - 14" X 50"	\$350.00	
	Disinternmnets - Adults - Weekdays	\$800.00	
	Disinternmnets - Adults - Saturdays	\$1,150.00	
	Transfer of deed	\$40.00	
Grave purchase	\$850.00		
Urn Vault Sale	Market Price + 10%		
Community	Color Copies of Large Documents		
Development	18"x18" Documents	\$20.00	per page
	24"x24" Documents	\$35.00	per page
	B&W copies of Large Documents	\$20.00	
	Zoning Appl Fees		
	Escrow Fund for certain zoning appl & development	\$1,500.00	
	Amatuer radio antennae or support permits	none	
	Home Occupation (one time for authorization)	\$50.00	
	Application fee for Tax & Financial Incentive- Brownfield	\$2,500.00	
	Admin fee for Tax & Financial Incentive- Brownfield (in agreements)	In agreements	
	Review Fee for Tax & Financial Incentive Appl- Industrial Facilities Tax	\$2,500.00	
	Application fee for Tax & Financial Incentive- PILOT	\$3,500.00	
	Admin charges for Housing Commission	\$100.00	
	Fence Permit - No Engineering Review	\$50.00	
	Fence Permit - Engineering Review	\$150.00	
Planning	Special Land Use/Site Plan Review	\$1,500.00	
Commission	Proposed text amendment	\$1,500.00	
	PUD rezoning	\$2,500.00	
	Site Plan Review	\$1,000.00	
	Site Plan -major change	\$1,000.00	
	Site Plan Appeal to Planning Commission	\$250.00	
	Site Plan Appeal to City Commission	\$250.00	
	Plats	\$2,200.00	
	Site Condominiums	\$2,200.00	
	Special Meeting (in addition to all other fees)	\$450.00	
	Zoning Compliance letter - Brief	\$50.00	
	Zoning Compliance letter - Detailed	\$150.00	
	Short Term Open Air Business	\$200.00	
	Sign Permit	\$60.00	
	Master Plan fee	\$2,000.00	
	Master Plan expense in escrow	\$1,500.00	
	General Rezoning	\$2,000.00	
	Conditional Rezoning	\$2,000.00	
Specified Commission Admin Approvals	\$250.00		

Department	Service	Current City Fee		
ZBA	Nonuse Variance- Residential	\$250.00		
	Nonuse Variance- Commercial/Industrial	\$800.00		
	Appeal of Admin Decision- Residential	\$250.00		
	Appeal of Admin Decision- Commercial/Industrial	\$500.00		
	Special Meeting Fee(in addition to appl fees)	\$350.00		
	EDC Bonds	\$5,000 - \$10,000		
	Street Tree Escrow	Deposit Only		
	Vehicle Dealer License Zoning Verification	\$50.00		
	Restoration of Non-Conforming Building - Residential	\$250.00		
	Restoration of Non-Conforming Building - Commercial/Industrial	\$500.00		
Admin	Telecommunications permits	\$200.00-\$500.00		
Police	Accident/Incident Report	\$5.00		
	Police Report	\$5.00		
	Records Check	\$5.00		
	Document Certification Fee	\$5.00		
	Applicant Fingerprinting	\$15.00		
	Impounded Vehicle	\$100.00		
	Parking Violations	\$20.00-\$100.00		
	False Alarm Runs - over 3 and less than 4 in 12 month period	\$50.00		
	False Alarm Runs - over 4 in 12 month period	\$100.00		
	Traffic Hazard Escort	\$100.00		
	24 hour Liquor license fee	\$250.00		
	Special Duty	\$125.00		
	Public Nuisance Administrative Fee	\$120.00		
	Return of Confiscated Signs	\$10.00		
	One-day Amplifier/Noise Permit - Residential	\$50.00		
	One-day Amplifier/Noise Permit - Commercial	\$100.00		
	Gun Permit	\$15.00		
	Notary fee	\$15.00		
	Bond Handling Fee	\$15.00		
	Sexual Offender Registration Fee	\$50.00		
	Clerk	General Business License- new	\$100.00	
		General Business License- annual renewals	\$50.00	
Business License Past Due Notice		\$25.00		
Solicitors - per day fee		\$25.00		
Solicitors - per week fee		\$100.00		
Transient Merchants Business License		\$35.00	per vehicle	
Entertainment Venue (Dance Hall)		\$400.00		
Pawnbrokers		\$400.00		
Second Hand Dealers - New License		\$400.00		
Second Hand Dealers - Renewal License		\$200.00		
Repair Garages		\$100.00		
Hazardous material at or above chemical planning quantity		\$250.00		
Extremely Hazardous Materials		\$500.00		
Massage Parlor		\$300.00		
Open Air Business <i>(also under Planning Commission)</i>		\$200.00		
Liquor License Application - New		\$1,000.00		
Liquor License Application - Transfer		\$500.00		
Rubbish Hauler - Commercial		\$35.00	per vehicle	
Rubbish Hauler - Residential		\$35.00	per vehicle	
Snowplow Operator		\$35.00	per vehicle	
Animal Cage		\$20.00	deposit only	
Passport Processing Fee		Set by U.S. Govt.		
Passport Photo		\$10.00		
All	Copies <i>Incidental standard copies (less than 10); does not apply to FOIA</i>	No charge		
	Labels	\$0.04	per label	
	Flash drive/compact disc recording of meetings	\$8.00		

Department	Service	Current City Fee
Inspections	Contractor Registration per licensed cycle	\$15.00
Building Permit Fee Schedule		
Site Plan Review Fees		
	Residential Plat/Subdivision Site Plan Review	\$1,300.00
	Commercial/Industrial Site Plan Review	\$600.00
Building Permit Fee Total		
	Plan review fee plus base permit fee plus construction value fee	
Commerical/Industrial Plan Review Fees		
	Commercial/Industrial Plan Review	10% of Building Permit Fee w/minimum of \$400
	Commercial Deck Plan Review	\$300.00
Residential Plan Review Fees		
	Plan Review Fee applies to all new residential construction projects or those remodel projects with values of \$100,000 or more. The \$350 fee is non-refundable and is not deducted from the building permit fee. Plan review fee also applies to residential projects where the foot print of the existing building is being increased or moved.	\$350.00
Plan Review Fee Residential Remodel (one & two family)		
	Interior only & decks	\$50.00
	Plan Review (amendments) per page for Residential, Commercial, and Industrial	\$20.00
	Plan Review for fire place, hot tub, spa on or in existing structures	\$75.00
	Plan Review for fire place, hot tub, spa on or in NEW structures	\$75.00
Base Permit Fee		
	Base permit fee includes the first \$1,000 of the construction value	\$50.00
Construction Value Fee		
	Construction Value between \$1,001 & \$199,999	\$6.00 per \$1,000
	Construction Value between \$200,000 & \$399,999	\$6.50 per \$1,000
	Construction Value between \$400,000 and over	\$7.00 per \$1,000
Residential Construction Costs for Valuation computation		
	First and Second Floor Square feet	\$110.00
	Total sq. ft. plus finished basement	\$85.00
	Basement Finish - Must add plan review fee	\$200.00
	Residential Re-roof - No plan review fee, includes 1 inspection	\$100.00
	Demolition - No plan review fee	\$200.00
Swimming Pools		
	Above ground plus plan review fee	\$100.00
	In ground plus plan review fee	\$350.00
	Swimming Pools or Hot Tub Bonds (refundable)	\$200.00
	Mobile Homes-no plan review fee	\$165.00
	Temporary certificate of Occupancy	\$350.00
	Additional Inspections (Residential)	\$50.00
	Additional Inspections (Commercial)	\$100.00
	Failure to show for an inspection appointment	\$50 Residential /\$100 Commercial
	Admin fee if work is started prior to permit being issued	\$350 Residential /\$600 Commercial
	Construction Board of Appeals	\$300.00

Department	Service	Current City Fee	
Inspections	Rental Inspections		
	Single Rental Unit	\$80.00	/unit
	Duplexes (non-owner occupied)	\$100.00	/duplex
	Multiple rental Units (3 or more units)	\$40.00	/unit
	Reinspection Fee	\$100.00	/unit
	Compliance Certification – No fee prior to expiration	\$100.00	
	Administrative Fee for Expired Certification or Occupied w/o Certification	\$500.00	/unit
	Appeal Fee – Refunded if appeal is won	\$1,000.00	
	ELECTRICAL PERMIT FEE SCHEDULE		
	Electrical base fee (non refundable incl 1 inspection)	\$50.00	
	Pool/Hot Tub Each includes 2 inspections	\$70.00	
	New Single family (MI Res Code, Incl 3 inspec)	\$200.00	
	Special Inspection (per hour for carnival, fair, event etc)	\$70.00	
	Conduit or Ground Only	\$45.00	
	Written Report (per hour)	\$60.00	
	Certificates	\$60.00	
	HAZARDOUS LOCATIONS DBL PERMIT FEE		
	Meter Set or Mast Repair	\$10.00	
	Temporary Service each	\$20.00	
	Services up to 200 amp	\$20.00	
	Services over 200 thru 600 amp	\$30.00	
	Services over 600 thru 1000 amp	\$70.00	
	Over 1,000 amp & GFPE	\$100.00	
	ALTERNATIVE POWER (Solar, Wind, Etc)		
	System and First 10KW	\$40.00	
	Each Additional 1 KW	\$5.00	
	FIRE ALARM		
	System and up to 10 devices	\$60.00	
	Each Additional device	\$5.00	
	CIRCUIT OF WIRING		
	General Branch Circuit	\$10.00	
	Lighting Branch Circuit	\$10.00	
	Add'n, alteration, repair existing, repl per 25 device	\$10.00	
	Electric range or dryer	\$10.00	
	Electric water heater	\$10.00	
	A/C	\$10.00	
	Furnace	\$10.00	
	Microwave	\$10.00	
	Vehicle Charging Station	\$20.00	
	Heating Device (per 5,000 watts)	\$10.00	
	Other fixed appliances	\$10.00	
	SIGNS		
	Illuminated Signs (per Circuit)	\$20.00	
	Neon Trans/ LED Pwr Supplies (per unit)	\$20.00	
	BUS DUCT & FEEDERS	\$100.00	
	Feeders (per 50')	\$10.00	
	Bus Duct (per 50')	\$10.00	

Department	Service	Current City Fee
Inspections	MOTORS, GENERATORS, TRANSFORMERS	
	(Per HP or KVA)	
	Up to 5 HP/KVA	\$10.00
	Over 5 thru 75 HP/KVA	\$25.00
	Over 75 HP	\$50.00
	Additional inspections	\$50.00
	Rough-in inspections	\$50.00
	Final Inspections	\$50.00
	Administrative fee if work is started prior to permit being issued	\$80.00
	MECHANICAL PERMIT FEE SCHEDULE	
	Mechanical Base Fee (non-refundable & incl 1 insp)	\$50.00
	RESIDENTIAL	
	Final Inspection	\$50.00
	Additional Inspections	\$50.00
	Air conditioning (new construction)	\$30.00
	Bath and kitchen exhaust	\$5.00
	Chimneys: factory built Class C	\$15.00
	Chimney liners	\$10.00
	Heater (unit, space, gas logs, gas fireplace)	\$15.00
	Heating System (furnaces add duct work)	\$50.00
	Humidifier	\$10.00
	Solid Fuel Equipment (wood or fireplace)	\$20.00
	Water heater (new construction)	\$10.00
	RESIDENTIAL REPLACEMENT EQUIPMENT	
	Air conditioning	\$20.00
	Furnance	\$20.00
	Water heater	\$10.00
	COMMERCIAL	
	Underground	\$50.00
	Rough Inspection	\$50.00
	Final Inspection	\$50.00
	Additional Inspections	\$50.00
	A/C Refrigeration Self-Contained	\$50.00
	Air Conditioning, Refrigeration (incl split system)	\$35.00
	Chiller	\$100.00
	Chimney Factory Built / Chimney Liner	\$30.00
	Compressor	\$45.00
	Condensers	\$45.00
	Cooling Tower	\$45.00
	Evaporator Coils	\$30.00
	Gas/Oil Burning Equip/ Roof Top Unit	\$40.00
	Heaters (unit, space, water, gas logs, gas fireplace)	\$15.00
	Kitchen Hoods (add duct work)	\$40.00
	Solar Equipment	\$25.00
	Solid Fuel Equipment (wood or fireplace, stoves)	\$30.00
	Tanks	\$15.00
	Testing	\$45.00
	VENTILATION UNITS & EXHAUST FANS	
	1 TO 2,000 CFM	\$10.00
	2,001 CFM to 10,000 CFM	\$40.00
	Over 10,000 CFM	\$65.00
	Air handlers & Ventilation Units	
	1 to 2,000 CFM	\$20.00
	2,001 CFM to 10,000 CFM	\$40.00
	Over 10,000 CFM	\$65.00

Department	Service	Current City Fee
Inspections	MISC COMMERCIAL	
	Air Cleaners or Humidifiers	\$10.00
	ERV or HRV	\$10.00
	Heat Pumps or VAV boxes	\$10.00
	PTACS	\$10.00
	COMMERCIAL & RESIDENTIAL	
	Bid price under \$3,000	\$30.00
	\$3,000 to \$7,999	\$45.00
	\$8,000 to \$10,999	\$60.00
	\$11,000 to \$15,000	\$75.00
	Over \$15,000 (\$75.00 plus ___ for each \$3,000 over \$15,000)	\$15.00
	Administrative fee if work is started prior to permit	\$80.00
	PLUMBING PERMIT FEE SCHEDULE	
	Plumbing Base Fee (non-refundable)	\$50.00
	Each Additional Inspection	\$50.00
	Final Inspection	\$50.00
	SCHEDULE OF PLUMBING EQUIPMENT	
	Backflow Preventer	\$5.00
	Backflow Valve	\$5.00
	Bathtub/Shower	\$5.00
	Catch basin, sump, roof drain	\$5.00
	Dishwashing machine, drinking fountain	\$5.00
	Floor drain, garbage disposal	\$5.00
Grease trap, oil separator	\$5.00	
Laundry tray, stand pipes,	\$5.00	
Lavatory	\$5.00	
Lawn sprinkler	\$5.00	
Refrigerator, ice machine, water connected appl	\$5.00	
Sink, 3 compartment pot & pan	\$5.00	
Sink, kitchen/ sink, other than for family use	\$5.00	
Sink, slop/service	\$5.00	
Stacks: soil, waste, vent, and re-vent	\$5.00	
Urinal	\$5.00	
Water Heater (residential)	\$10.00	
Water heater (Commercial)	\$15.00	
Water closet	\$5.00	
WATER DISTRIBUTION PIPE SYSTEM INTERIOR		
3/4" Water Distribution (Interior)	\$7.00	
1" Water Distribution (Interior)	\$10.00	
1 1/4" Water Distribution (Interior)	\$20.00	
1 1/2" Water Distribution (Interior)	\$25.00	
2" Water Distribution (Interior)	\$30.00	
Over 2" Water Distribution (Interior)	\$35.00	
EXTERIOR WORK ONLY		
Sanitary Sewer (New), (Replace), (Repair), (Capping), or (Septic)	\$25.00	
Storm Sewer	\$40.00	
Water Service (New), (Repair), (Replace), (Well), or (Capping)	\$25.00	
Additional Inspections		
Rough Inspection (Residential)	\$50.00	
Final Inspection (Residential)	\$50.00	
Rough Inspection (Commercial)	\$50.00	
Final Inspection (Commercial)	\$50.00	
Medicial Gas-License Required		
Gas Piping (licensed required) per outlet	\$10.00	
Medical Gas Systems	\$50.00	
Administrative fee if work is started prior to permit	\$80.00	

Department	Service	Current City Fee
Engineering	ENGINEERING DEPARTMENT FEE SCHEDULE	
	Right-of-Way Permits	
	Transportation	
	Moving oversize but not overweight objects 12 feet-6 inches wide or less	\$25.00
	Moving oversize but not overweight objects more than 12 feet-6 inches wide but less than sixteen (16) feet wide	\$30.00
	Moving oversize but not overweight objects sixteen (16) feet wide or wider plus time and material	\$35.00
	Moving oversize and overweight objects 12 feet-6 inches wide or less	\$30.00
	Moving oversize and overweight objects more than 12 feet-6 inches wide but less than sixteen (16) feet wide	\$40.00
	Moving oversize and overweight objects sixteen (16) feet wide or wider plus time and material	\$40.00
	Extended transportation	\$100.00
	Annual mobile home (14 feet wide) – up to two approved routes	\$100.00
	Annual mobile home (16 feet wide) – one approved route only	\$100.00
	House/Structure move (plus time and material)	\$100.00
	RESIDENTIAL DRIVEWAYS-contrete or asphalt	
	No sidewalk	\$130.00
	With 100" of sidewalk	\$200.00
	Each additional 50' of sidewalk	\$50.00
	Re-staking	\$175.00
	Miscellaneous (any work in the R.O.W. not covered elsewhere)	\$50.00
	COMMERCIAL DRIVEWAYS	
	No curb and gutter	\$130.00
	With curb and gutter	\$225.00
	Each additional driveway	\$125.00
	Underground open cuts	
	Base fee of \$300 with a \$500 escrow	\$800.00
	Underground no open cuts	
	Utility hook-ups that cross the road	\$100.00
	Utility hook-ups that do not cross the road	\$50.00
	Utility boring plus per ft	\$50.00 +\$0.40/ft
	Soil Borings	
	Per job	\$50.00
	Job with over 25 borings	\$100.00
	Soil Erosion & Sedimentation Control Permits	
	Bond Amount	\$5,000.00
	Residential – new construction includes 4 inspections	\$150.00
	Additional Inspections (each)	\$75.00
	Permit Transfee Fee	\$50.00
	Other than new construction incl 2 inspections	\$100.00
	Plat Development incl 10 inspections	\$800.00
	Additional Inspections (each)	\$100.00
	Commercial incl 10 inspections	\$800.00
	Additional Inspections (each)	\$100.00
	SESC Bond	\$5,000.00
	Stormwater Permit (plat)	\$1,200.00
	Stormwater Permit (commercial)	\$750.00
	Stormwater Bond – Applicant can submit bid tab for reduced bond	\$30,000.00
	Admin fee if work is started prior to permit being issued (Res/Com)	\$350 Residential /\$600 Commercial
	Housing Development Site Plan Review	\$600 plus \$4 per unit up to \$1,800