

CITY OF ST. JOSEPH  
2023 FEE SCHEDULE

Fee Type	Fee
<b><u>Business &amp; Documentation (Clerk and Finance Offices)</u></b>	
<b>Permits</b>	
Carnival, Circus or Fair	annual \$500.00
Dance Hall	annual \$500.00
Going Out of Business License	30 day period up to 90 days total \$50.00
Pawn Broker	annual \$500.00
Pool or Billiard Hall	per table/per year \$20.00
Precious Gems Dealer	annual \$50.00
Sexually Oriented Businesses Application Fee	annual \$250.00
Sexually Oriented Businesses Employee License Fee	annual \$25.00
Garage Sale Permit	1 per calendar year, maximum three days No charge
<b>Vending</b>	
Vending Application	per application \$50.00
<i>\$10.00 per employee fee for background check</i>	
Vending Daily (private property)	per day \$25.00
Vending Daily (public property)	per day \$50.00
Vending Seasonal (private property)	per season \$500.00
Vending Seasonal (public property)	per season \$1,000.00
<b>Copies and Documentation</b>	
Code of Ordinances - Contents Only	per copy \$35.00
Freedom of Information Request	per policy
Photocopy - Letter size	per page \$1.00
Photocopy - Legal size	per page \$1.50
Photocopy - Ledger size	per page \$1.75
Photocopy - Greater than Ledger size	per page \$2.00
Voter Registration List (emailed)	no charge
Voter Registration List or Labels (printed/mailed)	per page \$1.00
Dog License (Sold December 1 - February 28 only)	License Fee Set by Berrien County
<b>Other Miscellaneous Items</b>	
Non-sufficient funds (NSF) domestic check	each occurrence \$25.00
Non-sufficient funds (NSF) foreign check	each occurrence \$25.00

CITY OF ST. JOSEPH  
2023 FEE SCHEDULE

Fee Type	Fee
<b>City Cemetery/Riverview Cemetery - (Fees set by Cemetery Board and collected by Clerk's Office)</b>	
<b>Lot Fees</b>	
City Resident - Adult	per lot \$1,100.00
City Resident - Cremation	per lot \$450.00
City Resident - Infant	per lot \$250.00
Non-Resident - Adult	per lot \$1,550.00
Non-Resident - Cremation	per lot \$650.00
Non-Resident - Infant	per lot \$350.00
<b>Columbarium - Niche (Includes plaque)</b>	
City Resident	per niche \$1,500.00
Non-Resident	per niche \$2,000.00
<b>Family Columbarium</b>	
City Resident	per niche \$2,750.00
Non-Resident	per niche \$3,550.00
<b>Burial Services (Includes Vault Setting)</b>	
City Resident - Adult	per burial \$900.00
<i>Burial Services continued</i>	
City Resident - Infant	per burial \$600.00
City Resident - Cremation	per burial \$450.00
City Resident - Columbarium	per burial \$375.00
City Resident - Mausoleum	per burial \$650.00
City Resident - Disinterment/Reinterment from/in Cemetery	per disinterment/reinterment Current Burial Cost
Non-Resident - Adult	per burial \$1,350.00
Non-Resident - Infant	per burial \$700.00
Non-Resident - Cremation	per burial \$700.00
Non-Resident - Columbarium	per burial \$450.00
Non-Resident - Mausoleum	per burial \$750.00
Non-Resident - Disinterment/Reinterment from/in Cemetery	per disinterment/reinterment Current Burial Cost
Overtime Charges - Saturday and Holidays (flat fee)	per service \$450.00
<b>Foundations for Markers and Monuments</b>	
Foundation/stones 299 square inches or less/or Removal of	per foundation \$135.00
Foundation/stones 300 square inches or more/or Removal of	per foundation \$.45/sq.in
Foundation and setting of Veteran surface markers/or removal of	per foundation \$150.00
Setting of surface markers	per foundation \$50.00
<b>Cremation Vaults</b>	
Compact Vault	per vault \$40.00
Single Vault (white or golden)	per vault \$45.00
Single Vault (sky blue, midnight navy, heavenly pink, royal purple)	per vault \$55.00
Double Vault	per vault \$70.00
<b>Other Miscellaneous Items</b>	
Columbarium bud vase	per vase \$175.00
Veteran Flag Holder	per holder \$30.00
Additional Tent	per tent \$100.00
Transfer Fee	per transfer \$75.00

**Parks & Recreation Facilities and Programs - (All fees collected by Finance Department)**

Baseball Fields

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Fee Type	Fee
Practice	per practice \$15.00
Game - weekday (field groomed/bases set)	per day \$50.00
Game - weekday (field groomed/bases set/lights)	per day \$70.00
Game - weekend (field groomed/bases set)	per day \$115.00
Game - weekend (field groomed/bases set/lights)	per day \$135.00
Special Event - weekday reserved/extended time/no prep	per day \$105.00
Special Event - weekend reserved/extended time/no prep	per day \$135.00
<b>Howard Ice Arena</b>	
Ice Season	
Admission for 5 and under	FREE
Admission for Open Skate	per person/per day \$5.00
Admission for Stick & Puck	per person/per day \$8.00
Admission for Stick & Puck for Adult w/child under 12	per person/per day \$5.00
Admission for Drop-In Hockey (Player)	per person/per day \$10.00
Admission for Drop-In Hockey (Goalie)	per person/per day \$5.00
Ice Rental: St. Joseph Public Schools	per hour \$50.00
Ice Rental, private groups and hockey:	
Reservation made on or before Dec. 1 of that winter season	per hour \$220.00
Reservation made after Dec. 1 of that winter season	per hour \$235.00
Party Room (package 1)	2 hrs/15 people/unlimited skating \$195.00
Party Room (package 2)	1 hr/15 people/unlimited skating \$160.00
Party Room (package 3)	2 hrs/skating extra \$75.00
Party Room (package 4)	1 hr/skating extra \$40.00
Party Room (private M-F only)	2 hrs/skate rental/unlimited skating/photo \$300.00
Season Pass: Single - City Resident	per person/season \$75.00
Season Pass: Single - Non-resident	per person/season \$100.00
Season Pass: Family - City Resident	per family/season \$150.00
Season Pass: Family - Non-resident	per family/season \$200.00
Season Pass: Stick & Puck	per person/season \$120.00
Season Pass: Family - Stick & Puck (4 skaters)	\$360.00
Season Pass: Family - Stick & Puck (2 skaters)	\$180.00
Skate Rental	per pair \$3.00
<b>Off Season Rental - No Ice</b>	
Facility Rental (summer only)	per event \$250.00
Non-profit rental	per event \$75.00

CITY OF ST. JOSEPH  
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Fee Type	Fee
<b>Pavilion Rentals</b>	
*City residents and organizations based within the City will receive a 20% discount off normal daily rates	
Band Shell: - capacity 500	Monday - Thursday \$400.00
Band Shell: - capacity 500	Friday - Sunday \$500.00
Kiwanis Park: - capacity 80	Monday - Thursday \$100.00
Kiwanis Park: - capacity 80	Friday - Sunday \$125.00
Lions Beach: Shelter #1 (north) - capacity 48	Monday - Thursday \$80.00
Lions Beach: Shelter #1 (north) - capacity 48	Friday - Sunday \$100.00
Lions Beach: Shelter #2 (center) - capacity 48	Monday - Thursday \$80.00
Lions Beach: Shelter #2 (center) - capacity 48	Friday - Sunday \$100.00
Lions Beach: Shelter #3 (south) - capacity 80	Monday - Thursday \$100.00
Lions Beach: Shelter #3 (south) - capacity 80	Friday - Sunday \$125.00
Riverview Park: Briarwood Lodge - capacity 400	Monday - Thursday \$350.00
Riverview Park: Briarwood Lodge - capacity 400	Friday - Sunday \$400.00
Riverview Park: Woodbine Lodge - capacity 100	Monday - Thursday \$250.00
Riverview Park: Woodbine Lodge - capacity 100	Friday - Sunday \$310.00
Riverview Park: Lions Shelter - capacity 80	Monday - Thursday \$100.00
Riverview Park: Lions Shelter - capacity 80	Friday - Sunday \$125.00
Tiscornia Beach - Shelter - capacity 40	Monday - Thursday \$100.00
Tiscornia Beach - Shelter - capacity 40	Friday - Sunday \$125.00
<b>Recreation Programming</b>	
Basketball, Youth (2nd-3rd grade), One Child	per 8-game season \$50.00
Basketball, Youth (4th-6th grade), One Child	per 8-game season \$60.00
Football, Flag (4-5 year old), One Child	per 8-game season \$50.00
Soccer, Mini-Kicker (3-5 year old), One Child	per 5-session program \$25.00
<b>Summer Tennis Camp</b>	
City Resident: Per Child = 4-6 years of age	per program \$55.00
Non-Resident: Per Child = 4-6 years of age	per program \$105.00
City Resident: Per Child = 7-10 years of age	per program \$90.00
Non-Resident: Per Child = 7-10 years of age	per program \$140.00
City Resident: Per Child = 11-18 years of age	per program \$100.00
Non-Resident: Per Child = 11-18 years of age	per program \$150.00
<b>Miscellaneous Park and Recreation</b>	
Park Benches (with honorary plaque)	per each \$2,200.00

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Fee Type	Fee
Youth Baseball & Softball	
T-Ball	per program \$80.00
8-U	per program \$130.00
10-U	per program \$130.00
12-U	per program \$130.00
14-U	per program \$140.00

*8-U-14-U fee will increase \$25.00 three weeks after registration form is posted. An additional \$25.00 fee will be added for late registrations after deadline*

CITY OF ST. JOSEPH  
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Fee Type	Fee
<b>West Basin Marina - (Fees set by Recreational Harbor Authority, subject to change; collected by Finance Department)</b>	
<b>Seasonal Slip Rates</b>	
25' Boat Slip - 6 total	annual \$2,320.00
30' Boat Slip - 29 total	annual \$2,780.00
35' Boat Slip - 19 total	annual \$3,400.00
37' Boat Slip - 4 total	annual \$3,740.00
40' Boat Slip - 26 total	annual \$4,290.00
50' Boat Slip - 5 total	annual \$5,930.00
<b>Transient Slip Rates</b>	
25' Boat Slip	daily \$34.00
26' Boat Slip	daily \$35.00
27' Boat Slip	daily \$37.00
28' Boat Slip	daily \$38.00
29' Boat Slip	daily \$39.00
30' Boat Slip	daily \$41.00
31' Boat Slip	daily \$42.00
32' Boat Slip	daily \$44.00
33' Boat Slip	daily \$45.00
34' Boat Slip	daily \$46.00
35' Boat Slip	daily \$48.00
36' Boat Slip	daily \$49.00
37' Boat Slip	daily \$50.00
38' Boat Slip	daily \$52.00
39' Boat Slip	daily \$53.00
40' Boat Slip	daily \$54.00
41' Boat Slip	daily \$56.00
42' Boat Slip	daily \$57.00
43' Boat Slip	daily \$58.00
44' Boat Slip	daily \$60.00
45' Boat Slip	daily \$61.00
46' Boat Slip	daily \$63.00
47' Boat Slip	daily \$64.00
48' Boat Slip	daily \$65.00
49' Boat Slip	daily \$67.00
50' Boat Slip	daily \$68.00
51' Boat Slip	daily \$69.00
52' Boat Slip	daily \$71.00
53' Boat Slip	daily \$72.00
54' Boat Slip	daily \$72.00
55' Boat Slip	daily \$75.00
56' Boat Slip	daily \$76.00
57' Boat Slip	daily \$78.00
58' Boat Slip	daily \$79.00
<i>West Basin Marina continued</i>	
59' Boat Slip	daily \$80.00
60' Boat Slip	daily \$82.00
61' Boat Slip	daily \$83.00

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Fee Type	Fee
62' Boat Slip	daily \$84.00
63' Boat Slip	daily \$86.00
64' Boat Slip	daily \$87.00
65' Boat Slip	daily \$88.00
66' Boat Slip	daily \$90.00
67' Boat Slip	daily \$91.00
68' Boat Slip	daily \$92.00
69' Boat Slip	daily \$94.00
70' Boat Slip	daily \$95.00
71' Boat Slip	daily \$97.00
72' Boat Slip	daily \$98.00
73' Boat Slip	daily \$99.00
74' Boat Slip	daily \$101.00
75' and greater Boat Slip	daily \$1.16 per foot

CITY OF ST. JOSEPH  
2023 FEE SCHEDULE

Fee Type	Fee
<b><u>Parking - Parks and Boat Launch</u></b>	
<b>Beachfront and Fountain Parking (Lions Beach, Tiscornia, Whirlpool Centennial Park)</b>	
Annual Pass - nonresident	per vehicle/year \$40.00
Annual pass - nonresident owner of property in City	2 passes per property no charge
Annual Pass - City resident	vehicle registration required, <u>or</u> every vehicle no charge
<u>Early Season Parking - April 1 - May 20:</u>	
Daily Parking - Monday thru Thursday excluding holidays	per day \$5.00
Daily Parking - Friday thru Sunday	per day \$7.00
Hourly Parking - All Days	per hour \$2.00
<u>Summer Season Parking, May 21 to September 10:</u>	
Daily Parking - Monday thru Thursday excluding holidays	per day \$7.00
Daily Parking - Friday thru Sunday and Holidays	per day \$10.00
Hourly Parking - All Days	per hour \$3.00
<u>Late Season Parking, September 11 to September 30:</u>	
Daily Parking - Monday thru Thursday excluding holidays	per day \$5.00
Daily Parking - Friday thru Sunday	per day \$7.00
Hourly Parking - All Days	per hour \$2.00
<u>October Parking, October 1 - October 31:</u>	
Daily Parking - All Days	per day \$5.00
Hourly Parking - All Days	per hour \$2.00
<b>Kiwanis Park (and Riverview Park 2022):</b>	
<u>All Season Parking, April 1 to October 31:</u>	
Daily Parking- All Days	per day \$5.00
Hourly Parking - All Days	per hour \$2.00
<i>Parking - Parks and Boat Launch continued</i>	
<b>Lions Park - Upper Road Parking</b>	
Daily Parking - Monday thru Thursday excluding holidays	per day no charge
Daily Parking - Friday thru Sunday and Holidays	per Beachfront Parking schedule above
Hourly Parking - All Days	per Beachfront Parking schedule above
<b>Boat Launch (Fees set by the Recreational Harbor Association; updated April 15, 2019)</b>	
Daily Pass (Paid at machine)	per day \$7.00
Seasonal Pass	per calendar year \$50.00



CITY OF ST. JOSEPH  
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Fee Type	Fee
<b>Public Safety - Police and Fire</b>	
<b>Background checks and/or Fingerprints</b>	
Background check and/or fingerprints	each \$10.00
<b>Bicycle License</b>	
Bicycle License	each free
<b>Parking Tickets (set by city ordinance)</b>	
- Two (2) Hour Limit	First 48 Hrs./See Schedule for + 48 Hrs. \$10.00
- Miscellaneous Violation	First 48 Hrs./See Schedule for + 48 Hrs. \$40.00
- Overnight Parking violation	First 48 Hrs./See Schedule for + 48 Hrs. \$5.00
- Handicapped parking violation	First 48 Hrs./See Schedule for + 48 Hrs. \$75.00
- Beach/Fountain/Boat Launch parking violation	First 48 Hrs./See Schedule for + 48 Hrs. \$40.00
Parking Tickets - 2 hr. Limit 1st or 2nd (within 14 days)	First 48 Hrs./See Schedule for + 48 Hrs. \$10.00
Parking Tickets - 2 hr. Limit 3rd (within 14 days)	First 48 Hrs./See Schedule for + 48 Hrs. \$50.00
Parking Tickets - 2 hr. Limit 4th (within 14 days)	First 48 Hrs./See Schedule for + 48 Hrs. \$75.00

CITY OF ST. JOSEPH  
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Fee Type	Fee
<b>Public Works and Utilities</b> (All fees collected by Finance Department)	
<b>Rubbish</b>	
Rubbish Bins (long-term rental)	per bin \$65.00
Special Pick-ups after 9 cubic yards	First Three (3) Free/Each (9 cubic yards) \$100.00
Special Pick-ups - violation of Chapter 14 of City Ordinance	Per Pickup \$100.00
<b>Water &amp; Sewer</b>	
Missed Appointment Fee	per occurrence \$50.00
Sewer City Connection Fee	per occurrence \$1,400.00
Sewer Inspection Fee	per inspection \$50.00
Shut off/Turn on (regular working hrs)	per occurrence \$50.00
Shut off/Turn on (non-regular working hrs)	per occurrence \$100.00
Tenant Deposit	per affidavit \$300.00
Water System Review Escrow	per development \$2,500.00
Water Tap and Meter	per schedule below
Water & Sewer connection and commodity charges	See separate rate schedule approved for 7/1/2020
<b>Water Connection</b>	
System Connection Fee: 5/8" meter	per unit \$206.00
System Connection Fee: 3/4" meter	per unit \$226.60
System Connection Fee: 1" meter	per unit \$288.40
System Connection Fee: 1 1/2" meter	per unit \$370.80
System Connection Fee: 2" meter	per unit \$597.40
System Connection Fee: 3" meter	per unit \$2,266.00
System Connection Fee: 4" meter	per unit \$2,884.00
System Connection Fee: 6" meter	per unit \$4,326.00
<b>Water Taps</b>	
Normal Tap - 1 inch	per unit \$2,170.00
Normal Tap - 1 inch (With BCRD R.O.W Permit)	per unit \$2,270.00
Normal Tap - 2 inch	per unit \$2,350.00
Normal Tap - 2 inch (With BCRD R.O.W Permit)	per unit \$2,450.00
Taps greater than 2 inch performed by City	per unit Cost + 20%
by applicant	per unit inspections fee \$200.00
<b>Water Meters</b>	
Meter Charge: 5/8" meter	per unit \$198.00
Meter Charge: 3/4" meter	per unit \$222.00
Meter Charge: 1" meter	per unit \$330.00
Meter Charge: 1 1/2" meter - T-2	per unit \$1,164.00
Meter Charge: 1 1/2" meter - C-2	per unit \$1,860.00
Meter Charge: 2" meter - T-2	per unit \$1,458.00
Meter Charge: 2" meter - C-2	per unit \$2,142.00
Meter Charge: 3" meter - T-2	per unit \$1,818.00
Meter Charge: 3" meter - C-2	per unit \$2,712.00
Meter Charge: 4" meter - T-2	per unit \$3,540.00
Meter Charge: 4" meter - C-2	per unit \$4,710.00
Meter Charge: 6" meter - T-2	per unit \$6,372.00
Meter Charge: 6" meter - C-2	per unit \$8,130.00
MXU Meter Transceiver Unit - Single Port	per unit \$234.00
MXU Meter Transceiver Unit - Dual Port	per unit \$288.00

CITY OF ST. JOSEPH  
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Fee Type	Fee
<i>Public Works and Utilities continued</i>	
<b>Meter Pits</b>	
Meter Pit Normal (subject to City authorization)	per unit Cost + 20%
Meter Pit Larger than 2 inches (subject to City authorization)	per unit Cost + 20%
<b><i>Meters must be installed as soon as structure provides protection from freezing</i></b>	
<b>Temporary Meters</b>	
Meter Rental Deposit - Fully Refundable upon return of undamaged equipment and paid water usage	per unit at time of application \$500.00
Backflow Deviser Test Fee - Non Refundable	per unit at time of application \$170.00
Meter Rental Fee Invoiced upon return of meter	per unit \$100.00
Water Usage - Invoiced upon return of meter	Current prorated RTS charge plus per unit water rate

CITY OF ST. JOSEPH  
2023 FEE SCHEDULE

Fee Type	Fee
<b>COMMUNITY PLANNING AND DEVELOPMENT FEES -</b> (Assessing, Code Enforcement, Engineering, Building, Planning and Zoning)	
<b>Copies and Documentation</b>	
Copying Cost: paper size no larger than 11" x 17"	\$1.00 per page
Copying Cost: paper size greater than 11" x 17"	\$5.00 per page
Downtown Vision Master Plan: Printed copy	\$15.00 per document
Downtown Vision Master Plan: Downloaded from website	No Charge
2016 Master Plan: Printed copy	\$15.00 per document
2016 Master Plan: Downloaded from website and printed off-site	No Charge
Zoning Ordinance: Printed copy	\$15.00 per document
Zoning Ordinance: Downloaded from website and printed off-site	No Charge
Zoning Map: Printed copy	\$2 per copy
Zoning Map: Downloaded from website and printed off-site	No Charge
<b>Fees Applicable to All Types of Projects</b>	
Un-permitted Work	2 times the permit fee
Un-permitted Work in the Right-of Way	\$100.00
Un-permitted Installation of Temporary Banner Signs	\$50.00
NSF Charge (Domestic)	\$25.00
NSF Charge (Foreign)	\$25.00
<b>Right-of-Way Permits</b>	
Right-of-way Permit: City of St. Joseph Right-of-Way - Bond and Insurance before work done	No charge
Un-permitted Right-of-way Permit: Work done without permit	\$100
Right-of-way Permit: other streets	Contact MDOT
<b>Nuisance Violations</b>	
Lot Mowing - Tall Grass Violation	\$35 + contractor charge
<b>Construction Plan Review</b>	
Plan Review- Construction Drawings (is non-refundable if review has taken place): Improvements valued at less than \$50,001	No Charge
Plan Review- Construction Drawings (is non-refundable if review has taken place): Improvements valued at greater than \$50,000	65% of Building Permit Fee
<b>Engineering Review</b>	
Engineering Review	No Charge
Soil Erosion Control Permit: Issued by Berrien County	Contact Berrien County
Water Review Escrow	\$2,500.00
Wetland Review Fee	Contact MDEQ
<b>Building and Sign Permit</b>	
Accessory Structure (i.e., shed) less than 200 square feet (Zoning Permit)	\$40.00
Building Moving	Actual cost of service + 10%
Demolition Permit	\$100.00
Un-permitted Work	2 times the cost of the permit
Fence Permit (Zoning Permit)	\$40.00
Swimming pool (installation)	\$1.00 per \$100 or fraction of estimated market value
Temporary Construction Dumpster (30 days)	\$30.00

**COMMUNITY PLANNING AND DEVELOPMENT FEES - Continued**

Building and Individual Sign Permit Fees (includes all items not listed above): Based on Value. All fees rounded to the next \$1.00. Construction Plan Review Fees are in addition to Building Permit Fee.

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Fee Type	Fee
\$1 to \$500	\$54.00
\$501 - \$2,000	\$54.00 for first \$500 + \$3.00 per \$100 or fraction thereof above \$500
\$2,001 - \$25,000	\$99.00 for first \$2,000 + \$14.00 per \$1,000 or fraction thereof above \$2,000
\$25,001 - \$50,000	\$421.00 for first \$25,000 + \$10.10 per \$1,000 or fraction thereof above \$25,000
\$50,001 - \$100,000	\$674.00 for first \$50,000 + \$7.00 per \$1,000 or fraction thereof above \$50,000
\$100,001 - \$500,000	\$1,024.00 for first \$100,000 + \$6.00 per \$1,000 or fraction thereof above \$100,000
\$500,001 - \$1,000,000	\$3,264.00 for first \$500,000 + \$5.00 per \$1,000 or fraction thereof above \$500,000
\$1,000,001 and up	\$5,639.00 for first \$1,000,000 + \$4.00 per \$1,000 or fraction thereof above \$1,000,000
Temporary Banner Signs (installed prior to permitted sign installation (maximum 4 per year)	No Charge
Temporary Banner Sign (installed prior to un-permitted sign installation	\$50

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Fee Type	Fee
<b>Electrical Permits (Fees set by State of MI. See state Electrical Permit for additional information)</b>	
Application Fee (non-refundable)	\$75.00
Service Through 200 Amp.	\$10.00
Service over 200 Amp. Through 600 Amp	\$15.00
Service over 600 Amp. Through 800 Amp.	\$20.00
Service over 800 Amp. Through 1200 Amp.	\$25.00
Service over 1200 Amp. (GFI only)	\$50.00
Each Circuit	\$5.00
Lighting Fixtures/Outlets - per 25	\$6.00
Dishwasher	\$5.00
Furnace - Unit Heater	\$5.00
Electrical - Heating Units (baseboard)	\$4.00
Power Outlets (range, dryers, etc.)	\$7.00
Signs: Unit	\$10.00
Signs: Letter (each)	\$15.00 each
Signs: Neon - each 25 feet	\$20.00
Feeders-Bus Ducts, etc. - per 50'	\$6.00
Mobile Home Park Site	\$6.00
Recreational Vehicle Park Site	\$4.00
HP/Per PV Module	\$6.00
HP/Per PV Module	\$10.00
PV Module	\$12.00
Fire Alarm Systems (not smoke detectors): up to 10 devices	\$50.00
Fire Alarm Systems (not smoke detectors): 11 to 20 devices	\$100.00
Fire Alarm Systems (not smoke detectors): Over 20 devices	\$5.00 each
Data/Telecommunications Outlets: 1-19 devices	\$5.00 each
Data/Telecommunications Outlets: 20-300 devices	\$100.00
Data/Telecommunications Outlets: over 300 devices	\$300.00
Energy Management Temp. Control: Energy Retrofit - Temp Control	\$45.00
Energy Management Temp. Control: Devices - Energy Management	\$5.00
Conduit only or grounding only	\$45.00
Inspections: Special Inspection (pertaining to sale of building) (does not include an electrical service inspection)	\$75.00
Additional Inspection	\$75.00
Final Inspection	\$75.00
Certification Fee (required for all school and state-owned construction projects) projects)	\$30.00

CITY OF ST. JOSEPH  
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Fee Type	Fee
<b>Mechanical Permits (Fees set by State of MI. See state Mechanical Permit for additional information)</b>	
Application Fee (non-refundable)	\$75.00
Residential Heating System (includes duct & pipe) New Building Only	\$50.00
Gas/Oil Burning Equipment (furnace, roof top units, generators)	\$30.00
Boiler	\$30.00
Water Heater (gas piping & venting-direct replacement only)	\$5.00
Damper (control, back-draft, barometric or fire/smoke)	\$5.00
Solid Fuel Equipment (includes chimney)	\$30.00
Chimney, factory built (installed separately), B Vent, PVC Venting	\$25.00
Gas Burning Fireplace	\$30.00
Solar: set of 3 panels-fluid transfer (includes piping)	\$20.00
Gas Piping: each opening-new installed (residential)	\$5.00
Air Conditioning (incl. split system) RTU-Cooling Only	\$30.00
Heat Pumps (split systems) or Geothermal (complete residential)	\$30.00
Dryer, Bath & Kitchen Exhaust (residential ducting not included)	\$5.00
Humidifiers/Air Cleaner	\$10.00
Tanks: Aboveground (other than L.P.)	\$20.00
Tanks: Aboveground Connection	\$20.00
Tanks: Underground (other than L.P.)	\$25.00
Tanks: Underground Connection	\$25.00
Piping: Fuel Gas Piping	\$0.05/ft - Minimum \$25.00
Piping: Processing Piping	\$0.05/ft - Minimum \$25.00
Piping: Hydronic Piping	\$0.05/ft - Minimum \$25.00
Piping: Commercial Air Conditioning Piping	\$0.05/ft - Minimum \$25.00
Exhausters (commercial)	\$15.00
Duct	\$0.10/ft - Minimum \$25.00
Heat Pumps: Commercial (pipe not included)	\$20.00 pre item
Air Handlers/Heat Wheels: Under 10,000 CFM	\$20.00
Air Handlers/Heat Wheels: Over 10,000 CFM	\$60.00
Commercial Hoods	\$15.00
Heat Recovery Units	\$10.00
V.A.V. Boxes (all variable volume or zone damper equipment)	\$10.00
Unit Ventilators/PTAC Units	\$10.00
Unit Heaters (terminal units)	\$15.00
Fire Suppression/Protection (includes piping) - min. fee \$20.00	\$0.75 per head, minimum fee \$20.00
Coils (Heat/Cool)	\$30.00
Refrigeration (split system)	\$30.00
Chiller/Cooling Towers: Chiller-Refrigeration	\$30.00
Chiller/Cooling Towers: Chiller-Air Conditioning	\$30.00
Chiller/Cooling Towers: Cooling Towers-Refrigeration	\$30.00
Chiller/Cooling Towers: Cooling Towers-Air Conditioning	\$30.00
Compressor/Condenser	\$30.00

CITY OF ST. JOSEPH  
2023 FEE SCHEDULE

Fee Type	Fee
<i>Mechanical Permits continued</i>	
Inspections: Special Inspection (pertaining to sale of bldg.)	\$75.00
Inspections: Additional Inspection	\$75.00
Inspections: Final Inspection	\$75.00
Certification Fee	\$30.00
<b>Plumbing Permits (Fees set by State of MI. See state Plumbing Permit for additional information)</b>	
Application Fee (non-refundable)	\$75.00
Mobile Home Park Site	\$5.00 each
Fixtures, floor drains, special drains, water connected appliances	\$5.00 each
Stacks (soil, waste, vent, and conductor)	\$3.00 each
Sewage ejectors, sumps	\$5.00 each
Sub-soil drains	\$5.00 each
Water Service: less than 2"	\$5.00
Water Service: 2" to 6"	\$25.00
Water Service: Over 6"	\$50.00
Connection (bldg. drain, bldg. sewers)	\$5.00
Sewers (sanitary, storm, or combined): less than 6"	\$5.00
Sewers (sanitary, storm, or combined): 6" and over	\$25.00
Manholes, Catch Basins	\$5.00 each
Water Distributing Pipe (System): 3/4" Water Distribution Pipe	\$5.00
Water Distributing Pipe (System): 1" Water Distribution Pipe	\$10.00
Water Distributing Pipe (System): 1-1/4" Water Distribution Pipe	\$15.00
Water Distributing Pipe (System): 1-1/2" Water Distribution Pipe	\$20.00
Water Distributing Pipe (System): 2" Water Distribution Pipe	\$25.00
Water Distributing Pipe (System): Over 2" Water Distribution Pipe	\$30.00
Reduced pressure zone back-flow preventer	\$5.00 each
Domestic water treatment and filtering equipment only	\$5.00
Medical Gas System	\$45.00
Water Heater	\$5.00
Inspections: Special/Safety Inspection (includes cert. fee)	\$75.00
Additional Inspection	\$75.00
Final Inspection	\$75.00
Certification Fee	\$30.00



CITY OF ST. JOSEPH  
2023 FEE SCHEDULE

Fee Type	Fee
<b>Residential Rental Property Program</b>	
Long Term Rental Program (minimum one month stay): Initial Rental Registration Application Fee (one time)	\$30 per Owner/Structure
Long Term Rental Program: Biennial Inspection of each rental unit	\$60 for first unit + \$30 for each additional unit
Short Term Rental Program (less than one month stay - verify Zoning): Initial Rental Registration Fee (one time fee)	\$30 per Owner/Structure
Short Term Rental Program (less than one month stay - verify Zoning): Biennial Inspection of each rental unit on one property	\$70 for first unit + \$50 for each additional unit
Missed Inspection Appointment	\$60 per appointment
Failure to Return Affidavit by Deadline	\$50 per affidavit
Renewal of Expired Long Term Rental Certificate < 30 days	\$50 + re-registration application fee
Renewal of Expired Long Term Rental Certificate 31 - 60 days	\$100 + re-registration application fee
Renewal of Expired Long Term Rental Certificate > 61 days	Citation issued for each unit
<b>Downtown Sidewalk Amenities</b>	
Sidewalk Amenities - Permit Received before May 15 and /or prior to placement of items	No Charge
Un-permitted Sidewalk Amenities - Permitted after May 15 for existing business or installed without permit	\$50
<b>Planning and Zoning Applications (special approvals)</b>	
Conditional Use Permits - See Zoning Ordinance for additional information	\$60 per request
Home Occupation Registration Fee - See Zoning Ordinance for additional information	\$40 per request
Ordinance Interpretation	No Charge
Land Division, Boundary Adjustment or Combination Application	\$300 + \$100 for each additional parcel
Site Plan Review: Minor	No Charge
Site Plan Review: Major	No Charge
Site Plan Review: Amendment	No Charge
Brownfield Redevelopment Application - BRA and City Commission	\$400 plus all direct expenses

CITY OF ST. JOSEPH  
2023 FEE SCHEDULE

Fee Type	Fee
<b><u>Items requiring action by appointed Board or Commission</u></b>	
Additional public hearings required - any request	\$400 for each additional public hearing required
Appeal of Administration Decision - Zoning Board of Appeals	\$400 per application
Appeal of Construction Decision - Construction Board of Appeals	\$100 per application
Appeal of Property Maintenance Violations - Property Maintenance Board of Appeals Hearing	\$50 per application
Appeal of Property Maintenance Violation - Request 75 day extension - Property Maintenance Board of Appeals	\$25 per application
Dimensional Variance - Zoning Board of Appeals	\$600 per application
Dimensional Variance for Fence Requests Only	\$300 per application
Land Division Appeal Application - before City Commission	\$250 per application
License Agreement - City Commission	\$50 per request
Map Amendment (Rezoning) - Planning Commission Process	\$800 per request
Planned Unit Development: Initial Request - Planning Commission Process	\$1,400 per application
Planned Unit Development: Amendment (requiring public hearing) Commission Process	\$1,000 per filing
Planned Unit Development: Minor Amendment (per Zoning Ordinance) - Staff Process and no notice required	\$250 per application
Planned Unit Development: Extension of Time Request - City Commission Process	\$400 per request
Planned Unit Development: Hardship - City Commission	\$1,400 per application
Sign Modification (Variance) - Planning Commission Process	\$100 + \$75 for each additional sign requiring a variance
Sign - Landmark Sign Designation	\$100
Sign Special Approval - greater than 32 square feet or Electronic Message Board - Planning Commission Process	\$50 + \$25 each additional sign requiring review
Special Use Permit (SUP)- Planning Commission Process	\$1,000 per request + \$400 for each additional SUP Requested
Text Amendment (change language in Zoning Ordinance) - Planning Commission Process	\$900 per application