

RESOLUTION NO. 15-13  
A RESOLUTION ESTABLISHING VARIOUS FEES FOR  
BUSINESS LICENSES, MISCELLANEOUS CLERK FEES, ANIMAL  
LICENSES AND OTHER FEES; DEPARTMENT OF PUBLIC SERVICE FEES;  
AND FIRE DEPARTMENT, FIRE SAFETY AND PREVENTION SERVICES FEE

WHEREAS, the City Council desires to establish a fee schedule for various departments to satisfy the operational and capital needs of each department; and

WHEREAS, the respective departments have reviewed and recommend the proposed fees;

WHEREAS, the City Council determines the Fees to be required to meet the operational and capital needs for the effected Departments; and

WHEREAS, Section 26-13 of the Riverview City Charter provides for the City Council to establish a Fee Schedule by Resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RIVERVIEW, that the following Fee Schedule for Business Licenses, Animal Licenses and other Fees, Miscellaneous Fees, Department of Public Service Fees, and Fire Department Fire Safety and Prevention Service fees be adopted as follows:

The fees as required by Section 14-33, 14-34 and 26-13 of the Riverview Code of Ordinances shall be as follows:

<b>DESCRIPTION</b>	<b>2015-2016</b>
<b>REGISTRATIONS</b>	
New Registrations - First Time Application Fee.	License fee + 35.00 First Time Application Fee
Professional Registration – Doctors, Dentists, Chiropractors, Lawyers, Veterinarians, Hearing, and Vision.	55.00
Financial Registration - Banks, Credit Unions Savings and Loan	55.00
Housing Registrations - Apartments, Nursing Homes, Senior Living, Assisted Living - Group Homes - Day Care	55.00
Massage Therapists (Individual Registration)-Copy of State License Required	50.00
Curbside Trash Collector (Occasional) Register only no fee.	0.00
<b>BUSINESS LICENSES</b>	
New Business - First Time Application Fee, excluding Peddlers, Solicitors, Transient, Junk or Trash Collectors (See Individual Categories)	35.00

Late Renewal of Business License	Two weeks after certified letter - \$10.00 a day
Any Business not otherwise categorized - under 2000 sq.ft.	40.00
Any building over 2000 square feet	55.00
Any building over 3000 square feet	80.00
Amusement parks or places:	
Five or less kinds of exhibits, shows or amusements	100.00
Six or more kinds of exhibits, shows or amusements	200.00
Cash Bond posting (to be refunded upon satisfactory cleanup)	1,500.00
Electrical Inspections	Current Electrical Fees
Minimum Fee	Current Electrical Fees
Amusement riding or moving devices:	
First day, per device	35.00
Each subsequent day, per device	20.00
Food Concessions each, per day	15.00
Game Concessions each, per day	15.00
Cash Bond posting (to be refunded upon satisfactory cleanup)	1,500.00
Electrical Inspections	Current Electrical Fees
Minimum Fee	Current Electrical Fees
Animal Exhibits, each per day	15.00
Auctions:	
Per day	100.00
Per year	500.00
Cash bond posting (to be refunded upon satisfactory cleanup)	1,500.00
Banquet halls, rental facilities only	80.00

Banquet halls, rental facilities with Catering	110.00
With Chapel	Additional 25.00
Bars, Lounges or Beer Gardens with food	65.00
Bars, Lounges or Beer Gardens with food and entertainment	135.00
Barbershops; Also see SALONS	
Hair cutting service only	40.00
Beauty Shops; see Salons	
Body Piercing of any kind. (See Tattoo Parlor)	150.00
Bookstores:	
Traditional and stationery supplies	40.00
Adult bookstore	110.00
Bowling alleys	40.00
Plus per alley	5.00
Cabarets - Yearly	
Group "A" (DANCE/ENTERTAINMENT)	135.00
Group "B" club cabaret (HOTEL)	385.00
Group "C" limited cabaret: (RESORTS)	550.00
Group "D" (ADULT ENTERTAINMENT)	550.00
Car Wash - See Vehicle	
Cemetery	100.00
Christmas tree lots: Fruits and vegetables (private/vacant lots).	
For a period of 1 to 3 days	75.00

For a period of 4 to 14 days	150.00
For a period of 15-30 days	400.00
Cash bond posting (to be refunded upon satisfactory cleanup)	1,500.00
Circus, Carnival, Menagerie, Open-air Exhibition:	
First day	150.00
Each subsequent day	100.00
Side show in connection with above:	
First day	50.00
Each subsequent day	25.00
Electrical Inspection Fees	Current Inspection Fees
Minimum Fee	Current Inspection Fees
Cash bond posting (to be refunded upon satisfactory cleanup)	1,500.00
Insurance Liability	1 Million Dollars
Cleaners (Dry Cleaners only). Also see "Laundromat"	40.00
Commercial animal establishment permits:	
(1) Each auction	20.00
(2) Each circus	50.00
(3) Each grooming shop	40.00
(4) Kennel authorized for dogs, cats and other animals	40.00
(5) Each performing animal exhibition	20.00
(6) Each pet shop	40.00
(7) Each riding stable	25.00
(8) Each zoological park	25.00
Penalty fee for renewal of commercial animal establishment permit after expiration date	25.00
Concert (transient), plays, musical performances, motion picture or exhibitions:	
First day	50.00

Each subsequent day	15.00
Electrical Inspection Fees	Current Electrical Fees
Minimum Fee	Current Electrical Fees
Cash Bond (to be refunded upon satisfactory cleanup)	1,500.00
Construction - must also register with Building & Engineering.	55.00
Contractors - must also register with Building & Engineering	55.00
Convenience Store/Party Store	40.00
Convenience Store/Party Store Selling Alcohol	80.00
Dancehalls open to the public for admission fee	55.00
Dances, public, transient	55.00
Engineering Firms	55.00
Fabricating shops	55.00
Food establishments – see Restaurants.	
Garbage Picker - Not for Profit. Also see Junk Collector	No Fee
Gas Stations - gas, oil, accessories + convenience store	45.00
With Vehicle Repair Shop	Additional 40.00
With Towing	Additional 40.00
With Car Wash	Additional 40.00
Grocery, delicatessen, or party store (public shopping area under 2000 sq. ft.)	40.00
Grocery or Supermarket over 2000 sq. ft. (Sec. 14-104)	55.00

Going out of business license: 30-day license; PA 39; 1961	50.00
Gymnasium / Physical Fitness / Health Conditioning	55.00
Handbill Distribution; Door to Door	40.00
Health Club - See Indoor Athletics	
Home Occupation License - First Time	40.00 License Fee. However, if Special Use Approval is required, only current Planning/ZBA fees will apply.
Home Occupation License - Renewal	40.00
Indoor athletics for profit establishments:	
Gymnasiums	55.00
Pools	55.00
Skating rinks	55.00
Tennis courts	55.00
Sauna baths	55.00
Racquet clubs	55.00
Junk Dealer	90.00
Each Vehicle	20.00
Junk Collector/Garbage Picker-Not for Profit; Occasional; Register only	No fee
Laundromats, self-service or automatic laundry shops (coin-operated) washers & dryers (1st ten machines); Also see Dry Cleaners	40.00
For each extra 10 machines over amount, or fraction thereof	20.00
Lounge - See Restaurant or Bars	
Manufacturer or Manufacturer/Distributor	80.00

Massage Business; All personnel must be registered separately. Also see Registration; Salon		55.00
Massage Therapist - Registration. See "Registration"		
Mechanical Amusement Devices:		
Distributor		400.00
Owner: Per Year		150.00
Owner: Per Device		10.00
Electrical inspection fees:		
Per device:		Current Electrical Fees
Minimum Fee		Current Electrical Fees
Motel, motor tourist courts or hotel:		
First 10 units		150.00
For each additional unit over 10		15.00
Special Events; Movie/Insurance Fees		
Permit Application Processing Fee	54-53 (a) (6) a.	150.00
Property Fee (per site/per day)	54-53 (b) (6) b.	1,000.00
Insurance - Personal	54-55 (a) (5)	1,000,000.00
Insurance - Equipment	54-55 (a) (5)	5,000,000.00
Bond	54-55 (6) 54-60 (b)	Minimum 500.00
Monitoring Fees (Labor/Equipment)	54-53(b) (6)c. & 54-59	
Labor		Per Current Wage/Benefit Agreement
Equipment		Per Current State of Michigan Schedule "C" Rates-Approved at CCM 4/18/11
Moving Company - Small Truck		55.00
Moving Company - Large 18 wheel truck		80.00

Nail salon only—acrylics, manicure, pedicures. Also see SALON	40.00
Nightclub – Bar, food, dancing and/or entertainment (not adult (sexually) orientated) such as Poker, Wrestling, Live Bands	135.00
Party Store	40.00
Party Store Selling Alcohol	85.00
Pawnbroker	200.00 annual fee
(required by State Law)	\$3,000 penal bond with 2 sureties
Peddlers: Per day, License Fee	200.00
(Maximum of \$2,000.00 in a one-year period)	2,000.00
Investigation Fee	75.00
Fingerprinting (\$15.00 RVPD and \$49.25 State)	64.25
ID Cards (3 required) Each Card	2.00
Physical Therapy/Rehab	55.00
with pool - additional	50.00
Pool hall and billiard rooms	40.00
Plus per pool table	15.00
With bar/restaurant	55.00
With bar/restaurant/entertainment. See Nightclub	Additional 135.00
Precious metals license	110.00
Public entertainment not otherwise specified herein (see exclusion under concert, plays and lectures halls):	
First day	40.00
Each subsequent day	10.00
Rehabilitation (not nursing home). See Physical Therapy/Rehab	



Restaurants: carry-out only or less than 5 tables; no alcohol	40.00
Restaurants: full service, fast food, drive-through	55.00
Restaurants with beer, wine, alcohol	65.00
Restaurants with beer, wine, alcohol and entertainment	135.00
Salons and/or Beauty Shops	
Nail salon only – acrylics, manicure, pedicures only	40.00
Combination of up to 3 (three) of the following services: Haircutting, hair coloring, perms, manicures, pedicures, nails	40.00
Combination of 4 (four) or more of the following services: Haircutting, hair coloring, perms, manicures, pedicures, nails, facials, tanning & body waxing, including massage & or sauna. Massage personnel to be licensed separately.	55.00
Full Service Salon including massage therapy and/or sauna	80.00
Sexually Oriented Businesses	
Application and investigation fee	165.00
Employee application, each investigation fee	80.00
License fee, annual; 14-553	110.00
Solicitor and canvassers:	
Yearly Fee	40.00
ID Cards (3 required) Each Card	2.00 Each
Special Event Vendors shall be excluded from transient merchants and peddler fees, and based on the Recreation Fee Schedule.	See Recreation Department Fee Schedule
Shippers. Also see warehousing.	105.00
Street Sweeping Service	80.00
Storage - Small Bays; Also see Warehousing	55.00
Storage - Lots, acreage storing vehicles, motor homes, etc.; Also see Warehousing	80.00

Tanning salon; tanning only. Also see Salon	40.00
Tattoo Parlor	250.00
with Body Piercing	250.00 + 150.00
Taxicab and non-public operated vehicles - Company License	40.00
Each vehicle requires a separate license. Requires Police Vehicle Inspection, Proof of Insurance, and VIN numbers. Includes a record check of the driver.	45.00
Telecommunication Towers	110.00
Theaters, stage and screen	55.00
Toll Bridges	110.00
Towing Only (also see Vehicles)	40.00
Transient merchants: Per day/Per location	300.00
Investigation	75.00
Fingerprinting (\$15.00 RVPD and \$49.25 State)	64.25
ID Cards (3 required) Each Card	2.00
Surety Bond in the amount of \$500	
Vehicles:	
New car sales	70.00
New car sales and service shop/showroom	80.00
Used car lot sales	55.00
Combination new and used car sales	110.00
Leasing agency	55.00
Motor Cycle or Motor Bike Sales or Rental	220.00
Boat/Marine repair	55.00
Glass replacement or installation	55.00
Collision or Repair Shops	55.00
Paint Shop	55.00

Parts	55.00
Trim / Upholstery or Detailing	55.00
Towing only	40.00
Towing and Storage	55.00
Towing, Storage, and Repair	65.00
Wash, automatic, coin-operated, or manual do-it-yourself	55.00
Transportation - Small Delivery Trucks	55.00
Transportation - Industrial, Large Loads, 18 wheelers	80.00
Veterinary Clinics - See Professional Registration	
Warehousing under 2000 square feet (no retail sales rooms)	105.00
Warehousing over 2000 square feet (no retail sales rooms)	130.00
Warehousing with retail sales, display, and showrooms	155.00
Warehousing and shipping	80.00 Additional
<b><u>MISCELLANEOUS CLERK'S FEES: All Freedom of Information Requests under 15 minutes are copy charges only.</u></b>	
Voter Registration:	
CD/DVD: Any amount of voters	\$.25 plus search/retrieve/review and burn time of lowest paid employee able to retrieve and burn 15 min increments rounded down.
Paper Print-out -alpha:	
Absentee voters per election requested	\$.06 per one sided copy and \$.10 per (2-sided) plus search /retrieve and copy time of lowest paid employee able to retrieve and/or copy (Exact time)
All Registered voters per election requested	\$.06 per one sided copy and \$.10 per (2-sided) plus search /retrieve and copy time of lowest paid employee able to retrieve and/or copy (exact time)

Printed Labels -	
Absentee voters for specific/each election (approx. 1500)	\$.30 per sheet for plus search/retrieve, scan, (15 min increments rounded down) copy time (exact time) of lowest paid employee able to retrieve and/or print data
All Absentee Voters (approx. 1500)	\$.30 per sheet for \$15.00 plus search/ retrieve time and print time of lowest paid employee able to search/retrieve/ review and/or print data (15 min increments rounded down)
Electronic Version of all above Voter Information on media CD/DVD/email	\$.25 + Search scan and/or copy (exact) time of lowest paid employee able to retrieve and/or scan/download documents (15 min increments rounded down)
All voters (approx. 8800)	\$.30 per sheet \$88.00 plus search and print time of lowest paid employee able to retrieve and/or print data (15 min increments rounded down)
Contracted Labor costs not to exceed 6 x 18.15 (SMW) for FOIA retrieval	Not to exceed 6 x State Min Wage of \$8.15 / 2015 & \$8.50 / 2016
Birth & Death certificates - Certified	
First copy	18.00
Each additional copy	7.00
Non-Certified copy	1.00
Corrections after filing is one half the original cost	
Boat Ramp Permits	25.00
Boat Ramp Replacement Permit	5.00
Non-Resident Boat Ramp Permit	100.00
Business Licenses	

List	\$ .10 per two-sided copy plus search and or print time of lowest paid employee able to retrieve/review (15 min increments rounded down)/ copy (exact time)
Labels	\$.30 per sheet of 30 plus search/ retrieve and or print time of lowest paid employee able to retrieve (15 min increments rounded down)
City Charter/ Code of Ordinances--Book form (Online)	150.00
Replacement/updates, per page	0.25
On CD-ROM	75.00
Freedom of Information Request for city and police/fire records.	<p>Lowest paid personnel or consultant capable of responding to the request including search/retrieve/ review (15 min increments rounded down) or copy (exact time) plus \$.06/one copy and \$.10/ two-sided copy if City's photocopy machine used; or actual reproduction costs if special equipment is necessary, postage and mileage if applicable.</p> <p>Hard copy Blueprints/ Plans require a \$20.00 deposit up front.</p>
Contracted Labor costs not to exceed 6 x 18.15 (SMW) for FOIA retrieval	Not to exceed 6 times the State Min Wage of \$8.15 / 2015 & \$8.50 / 2016
Freedom of Information - Blueprints/plans – CD	\$.25 plus Cost of copying to CD plus mileage if large format plus search, retrieve, review (15 min increments rounded down)and copy time (exact time) of lowest paid employee able to retrieve and/or copy
Freedom of Information - Blueprints/plans	Cost of copying to CD (\$.25) plus mileage if large format plus search and copy time of lowest paid employee able to retrieve (15 min increments rounded down) and/or copy (exact time)

Freedom of Information - Blueprints - copy of select area	8.5x11/8.5 x 14 \$.06 copy; \$.12 for 10 x 17; plus search and copying time of lowest paid employee able to retrieve (15 min increments rounded down) and copy (exact time)
Freedom of Information - Video/CD/DVD Police Matters.	\$.25 plus cost of of lowest paid capable employee able to search, retrieve, review (15 min increments rounded down) and copy (exact time)
Recordings of public meetings:	
Under 15 minutes, per copy	\$.25 per disk
Over 15 minutes, per copy	\$.25 per disk plus search and burn time of lowest paid employee able to retrieve and burn 15 min increments
Video tapes	\$2.50 per VHS plus search and Copy time of lowest paid employee able to retrieve and burn 15 min increments
DVD's	\$.25 per disk plus search and burn time of lowest paid employee able to retrieve and burn 15 min increments
Electronic tax rolls: (if applicable) (electronic version)	
First roll	Search/retrieve/ review time of lowest paid employee able to send request (under 15 minutes no charge)
Additional FY	Search/retrieve/ review time of lowest paid employee able to send request (under 15 minutes no charge)
Maps - City (up to 11 x 17)	1.00
- Precinct	1.00
- Zoning (up to 11 x 17) color	2.00
Master Plan (on website)	\$.10 per two-sided sheet plus search and/or copy time (exact time) of lowest paid employee capable to retrieve (15 min increments rounded down).

Notary Fee	
Resident	3.00
Non-Resident	4.00
Zoning Ordinance - Book form (on website Municode)	150.00
Replacement/updates -per page	\$.10 per two-sided page
On CD-ROM	\$.25 per disk plus search and burn time of lowest paid employee able to retrieve and burn 15 min increments
<b><u>MISCELLANEOUS FEES:</u></b>	
Assessment roll plat maps, per copy	0.50
Bicycle Registration	5.00
Bicycle Registration Transfer	1.00
Field sheets, per copy	2.00
Mailing of Senior Citizen tax forms, per envelope (seniors to provide stamps or cash)	Current Postage Rate
Non-Sufficient Funds Check charge, per NSF check	38.00
Penalty for failure to file property transfer affidavit	After 45 days, \$5.00/day; max \$200.00
Personal property business list	5.00
Photocopies, per page (non-foia)	0.25
Photographs:	
4 x 6 reprint, each; on photo paper from copier	8.00
8 x 10 reprint, each; on photo paper from copier	10.00
Print from colored copier	5.00
Video/DVD of special event such as graduation, etc.	\$15.00
Stored records: Currently covered by FOIA	
Tax credit forms for seniors	No Charge
Transcripts of Public meetings:	Current Labor Charge Plus \$.10 per two-sided page 15 min increments

<b><u>ANIMAL LICENSES AND OTHER FEES:</u></b>	
Each unneutered or un-spayed domestic dog or cat:	
Until 7/1	7.00
After 7/1	9.00
Each neutered or spayed dog or cat:	
Until 7/1	5.00
After 7/1	7.00
Each domestic animal not otherwise specified	7.00
Seeing eye dogs or government police dogs	No Charge
Senior Citizen Rate (65+)	
Until 7/1	4.00
After 7/1	6.00
Duplicate or replacement tag	3.00
Penalty if license is obtained after expiration	2.00
Pound Fees:	
First day	25.00
Each additional day	10.00
Special Protection Constable service-euthanasia	75.00
Animal Bite Quarantine	
<b><u>POLICE MISCELLANEOUS FEES:</u></b>	
Accident reports no redactions:	
Report	5.00
	\$.10 two-sided copy plus search and retrieve time of lowest paid employee capable to search/retrieve/review (15 min interval rounded down) and copy (exact time)
FOIA with redactions	
Identification cards (each)	2.00
Fingerprinting fee	Current State Fee + 15.00
Carrying concealed weapon permit	15.00
Gun permits	5.00



Preliminary Breath Test	10.00
Record clearance checks	10.00
Forfeiture vehicle storage, per day	10.00
Vehicle Inspections, each vehicle; Ice Cream Trucks, Taxicabs	45.00
Auto Salvage Inspection	100.00
<b><u>DEPARTMENT OF PUBLIC SERVICES FEES:</u></b>	
Water services:	
Tap-in fees	Actual Costs + 120%
Replace damaged meter	Materials, Labor + 10%
Turn off / turn on - (Non payment*)	Non-payment amount of bill + 10% of non-payment amount + labor and equipment
Turn off / turn on - repairs, etc.	Labor, Equipment + 10%
Turn off--Out of town	Removed
Repair stop box	Materials, Labor + 10%
Repair water service	Materials, Labor + 10%
Damaged hydrant	Materials, Labor + 10%
City-owned buildings: Damage to building (vandalism, etc.)	Materials, Labor + 10%
Street services:	
Damage to sign post	Materials, Labor + 10%
Snow covered sidewalks	39.18 hourly + 10% (3.92 admin fee) + \$100 Fine per hour
Damage to fence	Materials, Labor + 10%
Weed cutting	Hourly; Min 2 hr charge \$100
	Plus 10% Administration
Other:	
Clean up after construction work	Materials, Labor + 10%
Dumpster fees	Actual Cost + \$50.00
Special pickups	No Charge

Delayed Assessment Fee - Change Water Meters	*Graduated yearly fee per Ord.
Delinquent Water Bills Administrative Fee for Transfer to Tax Roll	20% of Balance Due
<b>FIRE DEPARTMENT - SAFETY &amp; PREVENTION SERVICES FEES:</b>	
Fire/Incident reports:	
First page	5.00
Each additional page	2.00
Fire code plan review ( <i>includes alarms, suppression and rating assembly, hydrants, sprinklers</i> ):	
10,001 to 25,000 sq. ft. building: \$100.00	150.00
25,000 to 100,000 sq. ft. buildings	300.00
Over 100,000 sq. ft. buildings	Add \$50.00 each additional 25,000 SF
Suppression Tests (includes puff test, two hour static test, smoke capture and alarm for wet/dry hood systems)	150.00
Standpipe system (per standpipe):	No Charge
Inspection: Certificate of Occupancy (includes business license)	\$100.00 (includes 1st and final inspections)
Inspection: Annual Fire	Fee includes 1st, final & violation letter
Business - Mercantile	\$100.00
Business - Commerical / Industrial	\$200.00
Re-inspection/extra inspection/s	50% of fee listed
Multi-family Common Areas	75.00 per bldg (fee based on rental cost)
Consulting inspection	\$50.00/hr or fraction thereof
Fireworks Inspection:	
Fireworks display (public or private):	200.00
Fireworks for sale:	200.00
False alarm (each 12 month period starting January 1st):	
First and second:	No Charge