



FEE SCHEDULE

Updated December 6, 2018

Assessors Office	
Lot Splits/Combinations	Current County Fee Schedule plus 15% admin fee
Copies	\$1 per page

Building Department	
Administrative Fee – Non-refundable (In addition to permit fee)	\$35
Improvement Cost	
\$1.00 to \$1,000	\$80
\$1,001.00 and up	\$80 + \$10 per thousand or fraction thereof, over \$1000
<i>Commercial plan review fee when required:</i>	
\$1.00 to \$6,000	\$200
\$6,001 and up	\$200 + .002 of valuation, over \$6,000
Residential plan review fee when required	\$20 plus .002 of valuation over \$10,000
Permit Renewal	\$50
Sidewalk Replacement	\$35
Except for emergencies, fees shall be doubled for work started before permit issuance.	
<u>Certificate of Occupancy Inspections</u>	
Up to 2,000 sq. ft.	\$200
2001 – 5,000 sq. ft.	\$255
5001 – 10,000 sq. ft.	\$310
Over 10,000 sq. ft.	\$365
<u>Miscellaneous Fees</u>	
Contractor Registration Fee (All trades)	\$15
Re-Inspection Fee	\$50
Non-Entry Fee	\$30
Donation Bin Permit	\$50 (per bin)
<u>Rental Properties</u>	
Interior/Exterior (Valid for 3 years)	\$300
Add'l unit per building	\$75
Late Fee	\$100
Properties found to be rentals by the City without a valid Rental Registration shall be assessed a registration fee 2x the adopted Rental Registration fee.	
<u>Electrical, Mechanical and Plumbing Permits</u>	
Administrative Fee- (non-refundable) plus permit fee	\$35
Inspection Fee (per inspection needed)	\$80
<u>Resale Certificates</u>	
Exterior Only Inspection	\$150
Late Fee	\$50
<u>Sign Permits</u>	
Non-Refundable Administrative Fee plus permit fees	\$35
Per Sign	\$80
<u>Vacant Property Registration</u>	
Must be renewed every 6 months if property remains vacant	\$150
Properties found to be vacant by the City without a valid Vacant Property Registration shall be assessed a registration fee 2x the adopted registration fee for Vacant Property Registration.	

Fire Department	
Fireworks Retail Display (may require a tent permit)	\$150
Fireworks Bond	10% of value – minimum of \$2,000
<u>Fire Suppression System Plan Review Fee</u> (new or remodeled)	
Suppression heads other than sprinkler head	



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Up to 10 nozzles	\$50
Over 10 nozzles	\$5 per nozzle
<i>Sprinkler Heads</i>	
1 to 20	\$330
21 to 100	\$510
101 to 200	\$690
201 to 350	\$870
351 to 600	\$1,170
Each additional head > 600	\$10
Plan Review Fee for kitchen and hood systems	\$100
<i>Plan Review Fee for alarm system</i>	
1 – 5 devices	\$210
6 – 10 devices	\$330
11 – 25 devices	\$450
26 – 50 devices	\$570
Over 51 devices	\$690
Each additional device > 50	\$10
New high rise system	\$2,490
Fire Alarm Devices <30 Volts	\$25 base fee plus \$7 each device
<i>Plan Review Fee for sprinkler systems</i>	
Up to 19	\$35
20 to 49	\$105
50 to 200	\$210
201 and over	\$350
Compressed Gases	\$300
Bonfire	\$150
Private Fire Hydrants	\$150
Exhibit and Trade Shows	\$150
Fire Pumps	\$150
Standpipe System per Outlet	\$150
Repair Garage/Service Station	\$150
Pyrotechnics Special Effects	\$150
Open Burning (Except recreational fires)	\$150
False Alarm Fine	\$100 per incident
Burning Permits	\$25 each occurrence
LP Gas Sales and Storage	\$150 annually
Tar Kettles	\$50 per use
Flammable and Combustible Liquids	\$25 per
UST Over 500 Gallons Annually	
Environmental Review	\$25 file user fee plus clerical assistance of \$20 per hr. (minimum of 1 hr)
Field Inspection	\$100 for 2 inspections
Carnivals and Fairs	\$150
Tent – Canopies Permit	\$150
All other permits	\$150
<i>Existing Building Maintenance (Annual) Inspection Fees</i>	
Fire Safety Permit for Non-Residential Structure (with one re-inspection)	
0-3,000 sq. ft	\$210
3,001-6,000 sq. ft	\$270
6,001-9,000 sq. ft	\$330
9,001-12,000 sq. ft	\$420
12,001-20,000 sq. ft	\$540
20,001- 50,000 sq. ft	\$690
50,001-100,000 sq. ft	\$990



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100,001-250,000 sq. ft	\$1,290
250,001-500,000 sq. ft	\$1,890
500,001-1,000,000 sq. ft	\$3,090
Over 1,000,000 sq. ft	\$4,590
Second Re-inspection	
(can apply to entire building, area of building or specific tenant)	2 X the rate in fee schedule above based on sq. ft of re-inspection

City Clerk's Office	
Auction	\$200/year or \$50 a day
Billboard License	\$100/year
Billiard/Pool Room	\$50/year & \$5 per table
Bowling Alley	\$35/year & \$5 ea alley
Cabaret	
Establishment	\$350: Renewal \$150 per year
Employee and or Independent Contractors	\$75: Renewal \$50 per year
Christmas Tree Lots	\$100 Deposit/ / \$75 Fee
Donation Bin License	\$100/year
Garage/Yard Sale Permit	\$10
Garbage & Rubbish Collectors	\$60 each vehicle & inspection fee & \$35 per dumpster
Junk Dealers	\$25/year by wagon or truck plus investigation fee
Junk Yard	\$300/year
Juke Boxes/Musical Devices	\$25/year
Class C Liquor License Application	\$1,500
Massage Parlor:	
Establishment	\$250/year
Per Practitioner	\$20/year
Massage Instructor	\$50/year
Medical Marihuana Facilities	\$1000/year
Medical Marihuana Care Givers	\$500/year
Motorcycle Sales	\$150/year
Motorcycle Rental	\$300/year
Pawn Brokers	\$500/year
Precious Metals/Gems Dealer	\$50/year
Public Vehicle License	\$25/year plus investigation fee
Restaurant	\$30/year
Secondhand Dealer	\$100/year
Sidewalk Sales	\$15
Soft Drink (non-alcoholic)	\$20/year
Solicitor/Door to Door	\$75/year plus investigation fee
Tattoo Parlor	\$120/year
Vacation of Street or Alley	\$175 per application
Vending Machines/Ice	\$35/year
Iterant Vendor	\$75 per week (up to 120 days)
Special Event Permit	\$100 food/bev \$50 non-food/bev
Copies:	
Public Records	\$1 per page
Ordinance Book	\$260 (\$1 per page for updates)
City Charter	\$15
Birth & Death Certificates	\$20 for first copy; \$10 each additional
Birth Certificates Administrative Copies	\$10
Voter Registrations	
Labels per voter	\$.02 plus cost of labels
Walking List	\$.25 per page
Electronic File	\$50



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<i>Business Registrations</i>	
New Business	\$40
Annual Renewal	\$35
Duplicate Certificates	\$10
Going Out of Business	\$50 per week
Charitable Solicitation	\$1
Peddler/Hawkers	
By Vehicle	\$250 per year or \$10 1-10 days plus investigation & inspection
On Foot	\$50 per year or \$10 1-10 days plus investigation & inspection
Distributor of Mechanical Device (including juvenile)	\$250/yr & \$25 per device
Mechanical Amusement Device	\$70 ea
Juvenile Mechanical Device	\$50 ea
Film or Video Viewing Device	\$50 ea
Duplicate Licenses	\$5
Auto Dealers (new/used)	\$100/year
Auto Dealers-Parts (new/used)	\$75/year
Auto Wash Rack	\$35/year
Late Charges	Additional 20% if not paid by May 15
Research Fees: Deeds and Vacating Procedures	\$20 for first copy; \$5 for each additional document

Department of Public Services

<i>Residential Water Service Installation</i>	
1" Service Water Tap (short side)	\$1,850
1" Service Water Tap (long side)	\$2,350
1.5" Service Water Tap (short side)	\$2,350
1.5" Service Water Tap (long side)	\$2,850
2" Service Water Tap (short side)	\$2,750
2" Service Water Tap (long side)	\$3,250
Meter Charge for 1" Service	\$206
Meter Charge for 1.5" Service	\$300
Meter Charge for 2" Service	\$489
Administrative Charge for all water taps	\$40
Meter Installation 1" Service	\$90
Meter Installation 1.5" Service	\$90
Meter Installation 2" Service	\$90
Water Service Termination/Shut-off Fee (eff. 7/2/10)	\$695
Hydrant Usage backflow preventer, and meter	\$5,000 deposit
<i>Meter Test</i>	
¾" to 1" Meter	\$50
2" Meter	Current contractor rates plus 15%
3"	Current contractor rates plus 15%
4" Meter	Current contractor rates plus 15%
6"	Current contractor rates plus 15%
Water Turn on Fee/Administrative Fee	\$30
<i>(fee will be charged day of expected turn-off regardless of actual turn off)</i>	
Tenant Water Service Deposit	\$250
Water Valve Fee	N/C during Business Hours, \$60 Weekday after hours, \$90 Weekends or Holidays
Inspection Fee	\$50
Dumping Fees	\$20 per yard



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Parks & Recreation Department	
KMB Room A	
(Residents)	\$425/7 hours
(Nonresidents)	\$475/7 hours
	\$200 Deposit
Meeting Rates	\$150/2 hours (rate)
	\$60/Hour (addition charge per hour)
KMB Room B	
Meeting Rates	\$30/2 hours (rate)
	\$15/Hour (addition charge per hour)
KMB Room C	
(Residents)	\$135/5 hours
(Nonresidents)	\$175/5 hours
	\$75 Deposit
Meeting Rates	\$30/2 hours (rate)
	\$20/Hour (addition charge per hour)
KMB Room D	
Meeting Rates	\$30/2 hours (rate)
	\$15/Hour (addition charge per hour)
Senior Room	
(Residents)	\$375/7 hours
(Nonresidents)	\$425/7 hours
	\$200 Deposit
Meeting Rates	\$150/2 hours (rate)
	\$60/Hour (addition charge per hour)
Park Shelters (Residents Only)	
	\$60/day



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Police Department	
Administrative Booking Fee	\$30.00
Fingerprinting	\$15.00
Incident Reports	\$3 for the 1 st page, \$1 add'l page
Accident Reports	\$10.00
Notary Fee	\$5.00
Bike License	\$1.00
Record Check/Background Check	\$10.00
Liquor License	\$250.00
False Alarm Runs	Yearly: 1 st 2 runs are free, 3 rd is \$50, \$100 per run thereafter *Fixed alarms will continue to be waived
Preliminary Breath Test (PBT) Fee	\$10.00
Salvage Inspection Fee	\$100.00
Lift Fee for Salvage Inspection	\$50.00
Towing Admin Fee	\$75.00

Treasurer's Office	
Returned Check Fee	\$45.00
Duplicate Bills (Landlords, Mortgage, Title Companies Only)	\$10.00

Office of Economic Development / EDC / DDA	
Industrial Development District Application	\$500
Industrial Facilities Tax Abatement Application (IFT or PA 198)	\$500
Obsolete Properties Rehabilitation Act (OPRA or PA 146)	\$500
Brownfield Application	\$500
Personal Property Tax Relief in Distressed Communities	\$500

Miscellaneous / Other Fees	
Marriage Ceremony performed by Mayor	\$50
Copy of Lincoln Park Television Program (Council Meeting, Special Event, etc)	\$10