

Village of Grass Lake Master Fee Schedule

Building Department

Zoning and Planning

Fee Item	Fee	Set By	Regulation
Zoning Compliance Permit	\$35.00		Ord.: 154.293
Administrative Plan Review	\$100.00		Ord.: 154.292
Zoning Amendment (Rezoning)	\$600.00		Ord.:154.345-347
Appeal to Zoning Board of Appeals	\$600.00		Ord.:154.310-331
Site Plan Review	\$600.00		Ord.:154.185-194
Performance Guarantees (if required)			
Verification of Cost Estimates	\$200.00		Ord.:154.194(c)
Planned Unit Developments (PUD)			
Pre-Petition Conference (per meeting)	\$0.00		
Filing Fee	\$500.00		
Zoning Amendment (Required)	\$600.00	Res.:	Ord.:154.140-151
Plan Review for Projects Requiring Part 41	\$315.00	06-18-2024-1	
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Special Land Uses (Conditional Use)	\$600.00		Ord.:154.205-212
Re-Submittal of Site Plans			
Any costs incurred for additional reviews are the responsibility of the applicant.			Ord.:154.190
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Land Division Application			
Application Base Fee	\$50.00		Ord.153.
Additional per Parcel	\$25.00		

Planning Commission Meetings are the first Thursday of each month, 7:30 p.m. at Village Hall

§ 154.188 PLANNING COMMISSION REVIEW OF SITE PLAN.

Upon receipt of a complete site plan from the Clerk, the Planning Commission shall undertake a study of the same and shall, within 45 days, arrive at a decision concerning such site plan. If either major deficiencies are found during this review or an incomplete site plan has been submitted, or changes or modifications in the proposed site plan are needed to achieve conformity to the standards in this chapter, the applicant will be notified of these in writing. Upon receipt of a revised plan from the applicant, the applicant will be placed on the next available agenda (or that of a special meeting if the applicant makes such a request). The Planning Commission may extend this time for periods not to exceed 31 days each if such extensions are necessary for adequate review.

154.790 STANDARD FOR SITE PLAN REVIEW.

(B)The Planning Commission reserves the right to request additional information it deems necessary to complete the review of any submitted site plan. Any costs incurred for additional reviews are the responsibility of the applicant.

Village of Grass Lake Master Fee Schedule

Permits			
Fee Item	Fee	Set By	Regulation
<u>Emergency Temporary Dwelling Permit</u>			
<i>Requires Building, Electrical, Mechanical, and Plumbing Permits</i>		Resolution.: 10-17-2023-A	Ord.: 154.176
Cash Bond (Returned when dwelling removed)	\$2,000.00		
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Base Permit Fee (for all permits)	\$60.00		
Building Permit (per inspection)	\$70.00	Motion:	Ord.: 150.04
Electrical Permit (per inspection)	\$70.00	02/02/24	
Plumbing Permit (per inspection)	\$70.00		
Mechanical Permit (per inspection)	\$70.00		
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<u>Pools</u>			
Underground (per inspection)	\$70.00	Motion:	Ord.: 150.04
Above ground (per inspection)	\$70.00	02/02/24	
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<u>Signs</u>			
Zoning Compliance/Administrative Review	\$35.00	Res.:	Ord.: 152.02
Electrical permit for lighted sign required.		06-18-2024-1	
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<u>Demolition's, Moving Structures, Mobile Homes</u>			
Per Inspection	\$70.00	Motion:	Ord.: 150.04
Plus base fee	\$60.00		
Code Inspections (per inspection)	\$70.00	02/02/24	Ord.: 150.04
Additional Inspections	\$70.00		Ord.: 150.04

Assessed Fee Penalties / Fines

Assessed fees, as provided for in the above sections shall be doubled if a permit was not obtained prior to commencement of work, or if the building is occupied without a Certificate of Occupancy

Building Department Contact Information

For Permits and Ordinance Information

Village Clerk : Jennifer Keener
 Office Phone: 517-522-4550 Ext. 1
 Email: j.keener@villageofgrasslake.com
 Office Hours: Monday - Wednesday, 9 am. - 4 pm
 Closed for lunch noon to 1 pm

For Zoning Information

Zoning Administrator: Doug Lammers
 Office Phone:
 Email: d.lammers@villageofgrasslake.com
 Office Hours: By Appointment

For Planning Commission

Chair: Rich Rabeler
 Email: r.rabeler@villageofgrasslake.com
 Office Hours: By Appointment

Village of Grass Lake Master Fee Schedule

Utilities: Water & Sewer

Water Rates

Fee Item	Fee	Set By	Regulation
<u>Ready to Serve Monthly Fees</u>			
5/8" Meter	\$18.37		
1" Meter	\$39.00		
1.5" Meter	\$76.50		
2" Meter	\$123.05		
Meters bigger than 2"	\$226.40		
<u>Meter Replacement Program Monthly Fee</u>		Resolution:	
5/8" Meter	\$3.00	02-20-2024-3	Ord.: 50.01
1" Meter	\$8.33		
1.5" Meter	\$14.00		
2" Meter	\$32.00		
Meters bigger than 2"	\$42.00		
<u>Water Tower Maintenance Program Monthly Fee</u>	\$9.22		
<u>Per 1,000 gallons of water used</u>	\$7.70		
<u>Turn-on charge after discontinuance of service</u>	\$20.00		

Monthly water utility billing for 5/8" meter using 4,000 gallons per month: \$61.39

Water Connection Fees

Fee Item	Fee	Set By	Regulation
<u>Direct Connection Fees</u>			
Connection	\$3,000.00		
Reconnection	\$1,500		
Material Cost	\$400.00		
Tap Fees:			
Long Side Bore	\$1,500.00		
Short Side Bore	\$1,300.00		
Plumbing Permit	\$130.00	Resolution:	
DPW Inspection / GPS of water line	\$75.00	07-19-2022.1	
<u>Indirect Connection Fees</u>			
Connection	\$3,000.00		
Reconnection	\$1,500		
Meter Fee Cost	\$400.00		
Plumbing Permit	\$130.00		
DPW Inspection / GPS of water line	\$75.00		

* All excavation, plumbing and electrical costs from the property line to the house are the responsibility of the property owner.

* The Tap Fee for a Direct Connection covers connecting to the main line and stubbing off at the property line. **Cost of materials** are an additional charge as noted, should they exceed this amount the applicant will be billed when the Village receives the bill for these charges. The materials prices can vary depending on size of pipe.

* Any abnormal conditions will be additional

Village of Grass Lake Master Fee Schedule

Sewer Rates

Fee Item	Fee	Set By	Regulation
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Residential Equivalent Unit (REU)	\$77.89	Resolution: 02-20-2024-2	Ord.: Title V, Chapter 50, Appendix B
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REU Table set by Ordinance determines the number units billed per connection

Sewer Connection Fees

Fee Item	Fee	Set By	Regulation
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Direct Connection Fees

Connection	\$4,075.00		
Reconnection	\$2,037.50		
Grinder Pump / Can	\$4,500.00		
Long Side Bore:			
Tap Fee	\$1,650.00		
Materials	\$2,400.00		
Short Side Bore:			
Tap Fee	\$965.00		
Materials	\$1,975.00	Resolution: 07-19-2022.1	Ord. 50.06
Plumbing Permit	\$130.00		
Electrical Permit	\$130.00		
DPW Inspection / GPS of sewer line	\$75.00		

Direct Connection Fees

Connection	\$4,075.00		
Reconnection	\$2,037.50		
Grinder Pump / Can	\$4,500.00		
Plumbing Permit	\$130.00		
Electrical Permit	\$130.00		
DPW Inspection / GPS of sewer line	\$75.00		

Grinder Pump Replacement

Fee Item	Fee	Set By	Regulation
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Base Fee	\$200.00	Resolution: 07-19-2022.1	Ord.: 50.36
Market Price of Pump as of July 5, 2022	\$1,472.00		

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* Any abnormal conditions will be additional

Village of Grass Lake Master Fee Schedule

Tax & Finance

General & Penalty Fees

Fee Item	Fee	Set By	Regulation
Minimum cost recovery for violations prosecuted in court	\$25		Ord.: 35.04
Returned Check or ACH Fee	\$9.95	Res.:	
	10% of unpaid balance	06-18-2024-1	
Penalty Fee for late payment of Utilities			

Village and Township Tax Table	Millage Rate Winter	Millage Rate Summer
Jackson County Operating		5.0660
Jackson County Jail	0.0000	
Jackson District Library	1.7411	
Jackson County Medical Care	0.2476	
Jackson County Senior Services	0.5966	
State Education Tax		6.0000
Jackson College		1.1327
Jackson Intermediate School District	4.3539	4.3539
Grass Lake Schools Debt		7.6500
Grass Lake Charter Township Operating	0.6729	
Grass Lake Fire Department Operating	1.6400	
Village General Fund		7.2556
Village Local Roads		3.7444
Jackson County Lifeways	0.4947	
Jackson County Parks	0.4954	
Jackson County Animal Control	0.2476	
Total Millage for 2024	10.4898	35.2026

Tax Table Updated: 06/04/2024

Village residents pay 11 mils to the Village of Grass Lake for Summer taxes levied.
Village residents pay School, County, and Township taxes in Summer and Winter

Treasury & Utility Billing Department Contact Information

Village Treasurer : Julie Muszynski

Office Phone:

517-522-4550 Ext. 2

Email:

j.muszynski@villageofgrasslake.com

Office Hours:

Monday , Tuesday, Thursday, 9 am. - 4 pm
Closed for lunch noon to 1 pm

Village of Grass Lake Master Fee Schedule

General Fee Schedule

Parking/Stopping/Standing

Fee Item	Fee	Set By	Regulation
Minimum charge for vehicle impoundment	\$25.00	Res.: 06-18-2024-1	Ord.: 72.01

Animals

Fee Item	Fee	Set By	Regulation
Annual permit to keep chickens	\$10.00	Res.: 06-18-2024-1	Ord.: 90.20

Streets & Sidewalks

Fee Item	Fee	Set By	Regulation
Administrative fee after sidewalk clearance by village	\$50.00	Res.: 06-18-2024-1	Ord.: 92.46

Storage of Motor Vehicles

Fee Item	Fee	Set By	Regulation
Permit for dismantled , partially dismantled , inoperable motor vehicle to remain on premises an additional 30 days	\$5.00	Res.: 06-18-2024-1	Ord.: 93.02

Marihuana Caregivers

Fee Item	Fee	Set By	Regulation
Permit application fee	\$300.00	Res.: 06-18-2024-1	Ord.: 96.04

General Licensing

Fee Item	Fee	Set By	Regulation
Nominal license fee	\$5.00	Res.: 06-18-2024-1	Ord.: 110.01

Telecommunications Providers

Fee Item	Fee	Set By	Regulation
One-time nonrefundable application fee	\$500.00	Res.: 06-18-2024-1	Ord.: 112.04

General Offenses

Fee Item	Fee	Set By	Regulation
Administration fee for nuisance abatement by village	\$25.00	Res.: 06-18-2024-1	Ord.: 130.06
Nuisance abatement by village Actual cost or minimum fee, whichever is greater	\$160.00		

Golf Cart

Fee Item	Fee	Set By	Regulation
Golf Cart Registration, Cost for Decal	\$10.00	Res.: 06-18-2024-1	Ord.: 70.00