

**SUPERIOR CHARTER TOWNSHIP
FEES PERTAINING TO ZONING ORDINANCE**

**SUPERIOR CHARTER TOWNSHIP
WASHTENAW COUNTY, MICHIGAN**

**A Resolution to Amend Fees Pertaining to the
Superior Charter Township Zoning Ordinance
January 19, 2010**

At a regular meeting of the Township Board of Trustees of Superior Charter Township, Washtenaw County, Michigan, held at the Township Hall of said Township on the nineteenth day of January 2010, at 7:30 p.m. Eastern Standard Time, the following resolution was offered by McKinney and seconded by Lewis:

WHEREAS, this Board is authorized by Zoning Ordinance of the Charter Township of Superior to set fees by resolution for various matters arising in the course of administration of the Zoning Ordinance; and

WHEREAS, this Board has reviewed the fees previously in effect and has found that they are in need of revision;

LET IT THEREFORE BE RESOLVED, that the Charter Township of Superior, Washtenaw County, Michigan, does hereby amend the fee schedule adopted on June 15, 2009, for rezoning petitions, site plan reviews, special district review and other fees as set forth below; and

BE IT FURTHER RESOLVED, that an administrative fee shall be added to all review costs deducted from review escrow accounts through all stages of the development process; and

BE IT FURTHER RESOLVED, that in the event that the fees are not fully paid within thirty (30) days after notification of outstanding invoices and prior to any requested action by the Planning Commission, the Planning Commission shall consider that as grounds for denial; and

BE IT FURTHER RESOLVED, that all of the review escrow funds are refundable if they are not used, less fifteen percent (15%) administration costs of the original amount used. All review escrow funds will be deposited in a non-interest bearing account.

1. REZONING PETITIONS (OTHER THAN SPECIAL DISTRICTS)

The following fees and review escrows shall be paid by the petitioner to the Superior Charter Township Treasurer at the time of submittal of the application to rezone:

Application fees:	\$ 900.00
Review escrow:	\$ 1,000.00
Total:	<hr/> \$ 1,900.00

**SUPERIOR CHARTER TOWNSHIP
FEES PERTAINING TO ZONING ORDINANCE**

Review escrow funds are used for the Township consultants' engineering, planning and legal reviews and other costs as appropriate. Review costs will be deducted from the escrow account along with the appropriate administrative fee. If a review cost exceeds the amount in the escrow account, the cost plus the appropriate administrative fee, shall be billed to the petitioner. Billing rates are available upon request.

If a second public hearing must be scheduled due to the petitioner's failure to post required signage or provide information as required, or due to the petitioner's request, an additional fee of \$300.00 to offset the Township's additional costs of public notices and affidavits of notice shall be paid by the petitioner prior to the Township scheduling the public hearing.

2. APPLICATION FOR CONDITIONAL USE PERMIT

The following fees shall be paid by the applicant to the Superior Charter Township Treasurer at the time of submittal of the application for a Conditional Use Permit.

Application fees:	\$ 500.00
Review escrow:	\$ 300.00
Total:	<hr/> \$ 800.00

Application fee includes one Planning Commission meeting in addition to the meeting at which the public hearing is held. For placement on each additional agenda, an additional fee of \$150.00 shall be payable in advance.

Review escrow funds are used for the Township consultants' engineering, planning and legal reviews and other costs as appropriate. Review costs will be deducted from the escrow account along with the appropriate administrative fee. If a review cost exceeds the amount in the escrow account, the cost plus the appropriate administrative fee, shall be billed to the petitioner. Billing rates are available upon request.

3. SITE PLAN REVIEW (OTHER THAN SPECIAL DISTRICTS)

The following fees shall be paid by the applicant to the Superior Charter Township Treasurer at the time of submittal for each review:

A. PRELIMINARY SITE PLAN REVIEW

Application fees:	\$ 900.00
Review escrow:	\$ 1,200.00 + \$75 per acre
Total:	<hr/> \$ 2,100.00 + \$75 per acre

**SUPERIOR CHARTER TOWNSHIP
FEES PERTAINING TO ZONING ORDINANCE**

Review escrow funds are used for the Township consultants' engineering, planning and legal reviews and other costs as appropriate. Review costs will be deducted from the escrow account along with the appropriate administrative fee. If a review cost exceeds the amount in the escrow account, the cost plus the appropriate administrative fee, shall be billed to the petitioner. Billing rates are available upon request.

B. FINAL SITE PLAN REVIEW

Application fees:	\$ 900.00
Review escrow:	\$1,200.00
Total:	<u>\$ 2,100.00</u>

Review escrow funds are used for the Township consultants' engineering, planning and legal reviews and other costs as appropriate. Review costs will be deducted from the escrow account along with the appropriate administrative fee. If a review cost exceeds the amount in the escrow account, the cost plus the appropriate administrative fee, shall be billed to the petitioner. Billing rates are available upon request.

C. REVISED SITE PLAN REVIEW (EACH REVISION)

Application fees:	\$ 300.00
Review escrow:	\$1,100.00
Total:	<u>\$1,400.00</u>

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D. MAJOR/MINOR CHANGE

Application fees:	\$ 100.00
Review escrow:	300.00
Total:	<u>\$ 400.00</u>

**SUPERIOR CHARTER TOWNSHIP
FEES PERTAINING TO ZONING ORDINANCE**

4. PETITION FOR SPECIAL DISTRICT REVIEW

The following fees shall be paid by the petitioner to the Superior Charter Township Treasurer at the time of submittal of the application For a Special District and at the time of each subsequent submittal:

A. REZONING PETITION AND AREA PLAN REVIEW

Application fees:	\$ 900.00
Review escrow:	\$1,200.00
Total:	<u>\$2,100.00</u>

Review escrow funds are used for the Township consultants' engineering, planning and legal reviews and other costs as appropriate. Review costs will be deducted from the escrow account along with the appropriate administrative fee. If a review cost exceeds the amount in the escrow account, the cost plus the appropriate administrative fee, shall be billed to the petitioner. Billing rates are available upon request.

If a second public hearing must be scheduled due to the petitioner's failure to post required signage or provide information as required, an additional fee of \$300.00 to offset the Township's additional costs of public notices and affidavits of notice shall be paid by the petitioner prior to the Township scheduling the public hearing.

B. PRELIMINARY SITE PLAN REVIEW

Application fees:	\$ 900.00
Review escrow:	\$1,200.00 + \$75.00 per acre
Total:	<u>\$2,100.00 + \$75.00 per acre</u>

Review escrow funds are used for the Township consultants' engineering, planning and legal reviews and other costs as appropriate. Review costs will be deducted from the escrow account along with the appropriate administrative fee. If a review cost exceeds the amount in the escrow account, the cost plus the appropriate administrative fee, shall be billed to the petitioner. Billing rates are available upon request.

C. FINAL SITE PLAN REVIEW

Application fees:	\$ 900.00
Review escrow:	\$ 1,800.00
Total:	<u>\$2,700.00</u>

**SUPERIOR CHARTER TOWNSHIP
FEES PERTAINING TO ZONING ORDINANCE**

Review escrow funds are used for the Township consultants' engineering, planning and legal reviews and other costs as appropriate. Review costs will be deducted from the escrow account along with the appropriate administrative fee. If a review cost exceeds the amount in the escrow account, the cost plus the appropriate administrative fee, shall be billed to the petitioner. Billing rates are available upon request.

D. MAJOR/MINOR CHANGE

Application fees:	\$ 100.00
Review escrow:	300.00
Total:	<hr/> \$ 400.00

Review escrow funds are used for the Township consultants' engineering, planning and legal reviews and other costs as appropriate. Review costs will be deducted from the escrow account along with the appropriate administrative fee. If a review cost exceeds the amount in the escrow account, the cost plus the appropriate administrative fee, shall be billed to the petitioner. Billing rates are available upon request.

5. ENGINEERING REVIEW FEES

At the time of submittal of detailed construction plans, specifications, and detailed estimates of total costs of the proposed construction and improvements, the applicant shall pay to the Township Treasurer a fee for review equal to one and one-half percent (1 1/2%) of the estimated total costs of construction and improvements, plus one dollar (\$1.00) per dwelling unit or, in the case of non-residential developments, one and one-half percent (1 1/2%) of the estimated costs of construction and improvements, plus one dollar (\$1.00) 1500 square feet of the total building size. The estimates shall be provided by the applicant, and verified by the Township engineer, with the Township engineer retaining final authority to determine the total costs upon which the percentage shall be based.

The fee shall be paid prior to the Township engineer's review of any part of the construction plans. Review costs will be deducted from the escrow account along with the appropriate administrative fee. If the review costs exceed the amount in the escrow account, the costs plus the appropriate administrative fee shall be billed to the petitioner. Billing rates are available upon request.

6. PRECONSTRUCTION AND DEVELOPMENT AGREEMENT MEETING

The following fees shall be paid by the applicant to the Superior Township Treasurer at the time of scheduling a preconstruction and development agreement meeting:

**SUPERIOR CHARTER TOWNSHIP
FEES PERTAINING TO ZONING ORDINANCE**

A. PROJECT WITH PUBLIC WATER AND SANITARY SEWER

One and one-half hour \$650.00
(maximum meeting time)

B. PROJECT WITHOUT PUBLIC WATER AND SANITARY SEWER

One and one-half hour \$500.00
(maximum meeting time)

If the meeting exceeds one and one-half hours, or if a subsequent meeting is required, the additional fees shall be payable at the above rates rounded to the nearest quarter hour.

7. INSPECTION FEES DEPOSIT (IN FIELD)

The fees for inspection shall be borne by the applicant and paid to the Township Treasurer. Fees for inspection shall be established at the preconstruction meeting by the Township engineer, who shall transmit a copy of the amount required for inspection fees to the applicant, the Township Clerk, and the Township Treasurer. The Township Treasurer shall place the amount determined by the Township engineer in an escrow account.

Inspection fees shall cover the costs of actual inspection and any administrative engineering time incurred by the Township's engineer(s) in association with the project. Inspection costs will be deducted from the inspection escrow account along with the appropriate administrative fee. If the review costs exceed the amount in the escrow account, the costs plus the appropriate administrative fee shall be billed to the petitioner. The extent of inspection and field engineering required may be determined by the Township's engineer based upon the contractor's performance and the applicant's engineering involvement. The costs associated with any field design changes, reviews, evaluations or interpretations of the plans due to discrepancies evolving from the construction operation shall be deducted from the inspection escrow accounts.

The applicant will be notified in the event the escrow funds have been depleted and additional funds are required. Prompt attention to reestablishing the escrow funds will prevent the project construction from being stopped and/ or occupancy permits withheld. Any account balance remaining upon completion of the project and acceptance of the record plans will be returned to the applicant less fifteen percent (15%) for administration.

Review of "as-built" plans shall be invoiced against the inspection funds.

**SUPERIOR CHARTER TOWNSHIP
FEES PERTAINING TO ZONING ORDINANCE**

The fees herein contained shall be in addition to those charges for connection charges and other charges or fees required for sanitary sewer and water supply.

8. ZONING BOARD OF APPEALS PETITION

At the time of filing an appeal to the Zoning Board of Appeals, fees shall be paid by the petitioner to the Superior Charter Township Treasurer as follows:

Appeals brought by the owner of a single-family dwelling and involving a variance request regarding “Density and Height Regulations” for one such dwelling:

\$175.00

Any other appeal:

\$500.00

9. MISCELLANEOUS FEES

A. SPECIAL MEETING OF THE TOWNSHIP BOARD

At the time of filing a request with the Township Clerk for a special meeting of the Township Board, a fee of \$600.00 shall be paid by the requester to the Superior Charter Township Treasurer. If the Board determines for any reason that special meeting cannot be held, \$450.00 of the \$600.00 fee shall be refunded, with the remaining portion of the fee to be retained by the Township for administrative costs.

B. SPECIAL MEETING OF THE TOWNSHIP PLANNING COMMISSION

At the time of filing a request with the Township Clerk for a special meeting of the Township Planning Commission, a fee of \$750.00 shall be paid by the requester to the Superior Charter Township Treasurer. If the Planning Commission determines for any reason the special meeting cannot be held, \$650.00 of the \$750.00 fee shall be refunded, with the remaining portion of the fee to be retained by the Township for administrative costs.

C. PRE-APPLICATION CONFERENCE

At the time of scheduling a pre-application meeting with the Township Planner, a fee of \$100.00 shall be paid by the applicant to the Superior Charter Township Treasurer. If additional meetings are requested, an additional \$75.00 per meeting shall be paid.

D. PRE-APPLICATION REVIEW

Before an application for rezoning, conditional use or site plan review is filed, the petitioner may request a pre-application review by the Township’s planner and/or engineer. A fee of \$500.00

**SUPERIOR CHARTER TOWNSHIP
FEES PERTAINING TO ZONING ORDINANCE**

shall be paid by the applicant to the Superior Charter Township Treasurer before such a review is undertaken.

10. EXTENSION OF AREA PLAN, MINOR SITE PLAN, PRELIMINARY SITE PLAN AND FINAL SITE PLAN APPROVAL

The review escrow shall be paid by the petitioner to the Superior Charter Township Treasurer at the time of submittal of the application for an extension:

Review escrow:	\$ 1,500.00
Total:	<u>\$ 1,500.00</u>

Review escrow funds are used for the Township consultants' engineering, planning and legal reviews and other costs as appropriate. Review costs will be deducted from the escrow account along with the appropriate administrative fee. If a review cost exceeds the amount in the escrow account, the cost plus the appropriate administrative fee, shall be billed to the petitioner. Billing rates are available upon request.

11. MINOR SITE PLAN REVIEW

The following fees shall be paid by the applicant to the Superior Charter Township Treasurer at the time of submittal of the application for each minor site plan review.

Review escrow:	\$ 1,500.00
Total:	<u>\$ 1,500.00</u>

Review escrow funds are used for the Township consultants' engineering, planning and legal reviews and other costs as appropriate. Review costs will be deducted from the escrow account along with the appropriate administrative fee. If a review cost exceeds the amount in the escrow account, the cost plus the appropriate administrative fee, shall be billed to the petitioner. Billing rates are available upon request.

12. ADMINISTRATIVE REVIEW

The following fees shall be paid by the applicant to the Superior Charter Township Treasurer at the time of submittal for each administrative review:

Review escrow:	\$ 1,500.00
Total:	<u>\$ 1,500.00</u>

**SUPERIOR CHARTER TOWNSHIP
FEES PERTAINING TO ZONING ORDINANCE**

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13. ADMINISTRATIVE FEES

An administrative fee shall be charged whenever a Township consultant's review cost (including but not limited to engineering, planning and legal reviews) is deducted from a review escrow account. The administrative fee shall also be deducted from the review escrow account and shall be calculated according to the following table:

Review Cost	Administrative Fee
Under \$250	10%
\$251-\$500	8%
\$501-\$1,500	4%
\$1,500-\$3,000	3%
Over \$3,000	2%

14. PUBLICATION AND EFFECTIVE DATES

This resolution and fee schedule shall become effective immediately upon publication in the *Ypsilanti Courier*, a newspaper of general circulation within the Township on 2010.

CERTIFICATION

I, David Phillips, the duly qualified Clerk of the Charter Township of Superior, Washtenaw County, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Superior Charter Township Board held on January 19, 2010 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

David Phillips, Superior Township Clerk

Roll call vote: McKinney, Phillips, Caviston, Green, Lewis, Williams, McFarlane

**SUPERIOR CHARTER TOWNSHIP
FEES PERTAINING TO ZONING ORDINANCE**

Aye: None

Nays:

The motion carried.