



2025

Fee Schedule

Table of Contents

Page 1	Land Use Application Fees (Residential/Commercial/Industrial)
Page 1	Short Term Rental Fee
Page 1	Planning Commission Application Fees
Page 1	Meeting Request Fees
Page 1	Document Fees (Master Plan/Recreation Plan/Zoning Ordinance)
Page 1	Park Facility Reservation Fees
Page 1	Land Division/Boundary Adjustment Fee
Page 1	Mass Gathering Fee
Page 1	Civil Infraction Fines
Page 1	Driveway/Curb Cut Application Fee
Page 1	Other Application Fees
Page 1	Employee Reimbursement
Page 1	NSF Fee-Returned Check
Page 2	Marina Fees (Seasonal/Transient)
Page 2	Launch Fees
Page 2	Miscellaneous Notes
Page 3	Sewer Fees
Page 3-4	Water Fees
Page 4	Water/Sewer Notes

2025 SCHEDULE OF FEES

RESIDENTIAL LAND USE REVIEW FEES		PLANNING COMMISSION APPLICATION FEES	
Single Family Dwelling	\$100.00	Site Plan Review Level A	
Residential Additions	\$50.00	< 5,000 sq ft addition	\$500.00
Residential Garages	\$50.00	< 5,000 sq ft use permitted by right. See exceptions ZO Section 14-4 (3)	\$500.00
Two Family (Duplex) Dwelling	\$150.00	Amendment to Level A	\$250.00
Multi-Family Dwelling	\$150 + \$25 per unit Each structure	Site Plan Review Level B	
Assessory/Incidental/Other Uses	\$50.00	> 5,000 sq ft (SUP, PUD, Site Condominiums) Section 14-4	\$1,000.00
Home Occupation	\$100.00	Amendment to Level B	\$500.00
Curb Cut / Driveway Permit	\$50.00	(See Note 7)	
Late Permit Fee	2 x the required fee	MEETING FEES	
		Conceptual Review	\$100.00
COMMERCIAL / INDUSTRIAL REVIEW FEES		Zoning Board of Appeals	\$500.00
Commercial Land Use Permit	\$200.00		
Industrial Land Use Permit	\$200.00	Request for Zoning Ordinance Amendment	\$1,000.00
Sign Permit	\$50.00	Request for Map Amendment	\$1,000.00
Late Permit Fee	2 x the required fee	Request for Annexation	\$2,500.00
Short Term Rental Fee	\$600/3 year term	See Note 7	
		PARK FACILITY RESERVATIONS	
OTHER APPLICATION FEES		Bahle Hut /Per Day (See Note 4)	\$100 + \$100 Deposit
Land Division/Boundary Adjustment	\$250.00	North Park	(See Note 5)
Mass Gathering	\$100.00		
Late Permit Fee	2 x the required fee	CIVIL INFRACTION FINES	
Change of Use Fee	\$100.00		
DOCUMENT FEES		1st Offense	\$100.00
Master Plan or Recreation Plan	\$30.00	2nd Offense	\$250.00
Zoning Ordinance	\$30.00	3rd Offense	\$500.00
(See Note 6 & 7)		(See Note 9)	
		NSF Fee -Returned Check	
			Fee Per Statute
		EMPLOYEE REIMBURSEMENT	
		Mileage Reimbursements	Per IRS.gov
		Meal Per Diem	Per GSA.gov

Schedule of Fees (cont)

MARINA SLIP FEES - SEASONAL		MARINA FEES (other fees)	
Seasonal Main Marina Slip Vessels up to 25 ft	\$2,350.00	Waiting List Fee, annual	\$25.00
Seasonal Main Marina Slip, per foot over 25 ft	\$94.00	Pump Out Services	\$10.00
Seasonal Coal Dock Slips Vessels up to 25 ft	\$2,100.00		
Seasonal Coal Dock Slips per foot over 25 ft	\$84.00		
MARINA SLIP FEES - TRANSIENT		LAUNCH FEES	
Transient Slip, vessels up to 25	\$40.00	Launch Fee Annual	\$40.00
Transient Slip vessels > 25 ft overall length per day	\$40.00 + 1.00 per ft	Commercial/Livery Launch Fee Annual	\$200.00 (See Note #8)
Transient pre-season rate: April 15 - June 15	Discount 25%	Recreational Per Launch Fee	\$5.00
Transient Post Season rate: September 15 - October 15	Discount 25%	Commercial Launch Fee	\$10.00
Boat, pwc, or dinghy	\$5.00/hr		
		MARINA SEASONAL SLIP REFUND PERCENTAGE	
		January 1-February 28	100%
		March 1 to May 14	75%
		May 15-May 31	50%
		June 1 -June 30	25%
		July 1 -end of the season	NO REFUND
Michigan State Waterways Rate-Scale G. All 42' docks min of 40' charge			
NOTES			
NOTE #4	Fee is waived for Suttons Bay Schools during regular scheduled school days.		
NOTE #5	No Fee - Reservations Required		
NOTE #6	Mailing cost are in addition to Document Fees		
NOTE #7	Escrow Fees pursuant to ZO Section 14.2(F) shall apply as indicated		
NOTE # 8	After initial purchase of \$200, additional passes may be added for \$25 per pass.		
NOTE # 9	These Civil Infraction fees do not supersede those listed in an adopted		

NOTES	SEWER FEES		TOTAL COST (PER UNIT)
	Application Review Fee		\$100.00
	System Development Fee		\$5,000.00
*See Note 1 & 2	Tap Fee		\$500.00
	Total Connection Fees		\$5,500.00
Please note: Total connection fees (per unit) are required to be paid at the time of application for sewer.			
METER SIZE	READY TO SERVE (MONTHLY FEE)	CAPITAL FEE (MONTHLY)	COMBINED COST
5/8" to 1"	\$17.00	\$24.25	\$41.25
1 ¼ " to 1 ½"	\$57.12	\$81.48	\$138.60
2"	\$105.06	\$149.78	\$254.84
3"	\$241.23	\$344.06	\$585.29
4"	\$433.50	\$618.40	\$1,051.90
NOTES	WATER USAGE FEE (SEWER ONLY)		COST
Per 1,000 Gallons	Metered Water		\$6.63
MULTI-USE & MULTI-FAMILY	READY TO SERVE (MONTHLY FEE)	CAPITAL CHARGE (MONTHLY)	COMBINED COST
PER UNIT	\$17.00	\$24.25	\$41.25
PLEASE NOTE: ESTIMATED FEES ARE BASED ON A 1" METER SIZE PER EACH INDIVIDUAL UNIT			
*PLEASE SEE NOTE #3			
NOTES	OTHER SEWER FEES		TOTAL COST
Per Gallon	Holding Tank Waste		\$0.06
NON-VILLAGE USER RATE	Sewer and/or Water Monthly service charge, commodity charge, terminated service turn on fee, or any other charge relating to water and/or sewer services for Township parcels shall be 1.5 times the fees or charges for Village residents.		1.5 x RATE
NOTES	WATER FEES		TOTAL COST (PER UNIT)
	Application Review Fee		\$100.00
	System Development Fee		\$3,000.00
	Tap Fee		\$500.00
	Total Connection Fees		\$3,500
Please note: Total connection fees (per unit) are required to be paid at the time of application for water.			
METER SIZE	READY TO SERVE (MONTHLY FEE)	CAPITAL FEE (MONTHLY)	COMBINED COST
5/8" to 1"	\$9.58	\$9.00	\$22.58
1 ¼ " to 1 ½"	\$28.95	\$27.24	\$56.19
2"	\$54.80	\$51.54	\$106.34
3"	\$139.50	\$131.12	\$270.62
4"	\$251.10	\$236.89	\$487.99

MULTI-USE & MULTI-FAMILY	READY TO SERVE (MONTHLY FEE)	CAPITAL CHARGE (MONTHLY)	COMBINED COST
PER UNIT	\$9.58	\$9.00	\$18.58
PLEASE NOTE: ESTIMATED FEES ARE BASED ON A 3/4" METER SIZE PER EACH INDIVIDUAL UNIT			
*PLEASE SEE NOTE #3			
METER TYPE / NOTES	OTHER WATER FEES		COST
Metered Water	Per 1,000 gal.		\$2.95
Irrigation Meter	Monthly Fee		\$5.00
PLEASE NOTE: THE CUSTOMER IS RESPONSIBLE FOR THE COST OF THE METER, ASSEMBLY AND INSTALLATION			
Analysis	Water Quality Analysis		\$65.00 + COST OF THE TEST
TURNING ON & TURNING OFF WATER			COST
During working hours - less than 72 hour notice			\$60.00
During non-working hours - emergency calls			\$90.00
Seasonal Off/On - with 72 hour advance notice.		EACH SERVICE	Off \$25/ On \$25.00
Turn Off/On Fee - water service failure to pay		EACH SERVICE	Off \$25/ On \$25.00
<u>Turn on Fee</u> - sewer only customer minimum fee		EACH SERVICE	\$250.00
Late Penalty Fee			10%
Bulk Water Purchase			\$50.00 plus \$5.90 per 1,000 gallons
WATER & SEWER NOTES			
NOTE #1	If the actual tap installation cost exceeds the minimum tap fee of \$500.00, the property owner will be required to pay the additional costs on an actual time and material.		
NOTE #2	The Village is responsible for installing the service pipe from the main to property line.		
	The property owner is responsible for installing the building pipe.		
	Services over a 1" in size will have an additional fee based on an additional time and material charge.		
NOTE #3	For buildings with businesses, and no residential units billing for the RTS/CAP charges would be per connection size, regardless of the number of businesses.		
	For buildings with both businesses and residential units, billing for RTS/CAP charges would be one at the 1" connection rate for one less than the number of residential units and one at the connection size rate for the rest of the building, regardless of the number of businesses.		
EXAMPLES		# OF UNITS	COST
SINGLE FAMILY HOUSE		1	UNIT RATE
DUPLEX		2	UNIT RATE
APARTMENT BUILDING (4-UNITS)		4	UNIT RATE COST PER UNIT
BUILDING WITH 1" METER & 5 BUSINESSES		1	UNIT RATE