



# 2026

## 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**

| <b>RESIDENTIAL LAND USE REVIEW FEES</b>    |                                      | <b>PLANNING COMMISSION APPLICATION FEES</b>                              |                       |
|--|--------------------------------------|--|-----------------------|
| 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                 | <b>MEETING FEES</b>  |                       |
|  |                                      | Conceptual Review  | \$100.00              |
| <b>COMMERCIAL / INDUSTRIAL REVIEW FEES</b> |                                      | 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   |                       |
|  |                                      | <b>PARK FACILITY RESERVATIONS</b>  |                       |
| <b>OTHER APPLICATION FEES</b>              |                                      | 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                 | <b>CIVIL INFRACTION FINES</b>  |                       |
| Change of Use Fee                          | \$100.00                             |  |                       |
| <b>DOCUMENT FEES</b>                       |                                      | 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       |
|  |                                      |  |                       |
|  |                                      | <b>EMPLOYEE REIMBURSEMENT</b>  |                       |
|  |                                      | 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<br>Vessels up to 25 ft                       | \$2,468.00   | Waiting List Fee, annual               | \$25.00                   |
| Seasonal Main Marina Slip, per<br>foot over 25 ft                      | \$99.00  | Pump Out Services                      | \$10.00                   |
| Seasonal Coal Dock Slips<br>Vessels up to 25 ft                        | \$2,205.00   |  |                           |
| Seasonal Coal Dock Slips per<br>foot over 25 ft                        | \$88.00  | LAUNCH FEES                            |                           |
|  |  | Launch Fee Annual                      | \$40.00                   |
| MARINA SLIP FEES - TRANSIENT   |  | Commercial/Livery Launch Fee<br>Annual | \$200.00<br>(See Note #8) |
| Transient Slip, vessels up to 25                                       | \$42.00  | Recreational Per Launch Fee            | \$5.00                    |
| Transient Slip vessels > 25 ft<br>overall length per day               | \$42.00 + 1.00 per ft  | Commercial Launch Fee                  | \$10.00                   |
| Transient pre-season rate:<br>April 15 - June 15                       | Discount 25%   | MARINA SEASONAL SLIP REFUND PERCENTAGE |                           |
| Transient Post Season rate:<br>September 15 - October 15               | Discount 25%   | January 1-February 28                  | 100%                      |
| Boat, pwc, or dinghy   | \$5.00/hr  | 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<br>(MONTHLY FEE)   | CAPITAL FEE<br>(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 &<br>MULTI-FAMILY   | READY TO SERVE<br>(MONTHLY FEE)   | CAPITAL<br>CHARGE<br>(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<br>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<br>(MONTHLY FEE)   | CAPITAL FEE<br>(MONTHLY)       | COMBINED COST         |
| 5/8" to 1"  | \$13.77   | \$9.00                         | \$22.77               |
| 1 ¼ " to 1 ½"   | \$38.90   | \$27.24                        | \$66.14               |
| 2"  | \$73.64   | \$51.54                        | \$125.18              |
| 3"  | \$183.09  | \$131.12                       | \$314.21              |
| 4"  | \$321.72  | \$236.89                       | \$558.61              |



| MULTI-USE & MULTI-FAMILY  | READY TO SERVE<br>(MONTHLY FEE)  | CAPITAL<br>CHARGE<br>(MONTHLY) | COMBINED COST                         |
|---|--|--------------------------------|---------------------------------------|
| PER UNIT  | \$13.77  | \$9.00                         | \$22.77                               |
| 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.   |                                | \$4.70                                |
| 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 \$9.40 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                             |