

AGENDA REPORT



TO: Mayor & City Commission
FROM: Ken Hibl, City Manager
DATE: June 2, 2010
RE: Approval of Fiscal Year 2010/2011 Fee and Rate Schedule

For the Agenda of June 7, 2010

Background. In conjunction with the annual budget process, the City Staff reviews and recommends appropriate changes to the City's Fee and Rate Schedule (*see copy of att'd rate/fee schedule for comprehensive list of City fees*). That review has been completed, and the City Staff recommends no changes to the fees we charge for services with the following exceptions:

- A 10% increase in water rates.
- A 15% increase in sewer rates.
- Implementation of a sliding scale rate schedule for building and electrical permits.
- Decrease for a Shed or Fence Permit.
- Increase in the Demolition and Sign Permit fees.
- An increase in the cost of trash bags (sold at cost).
- Implementation of standardized airport hangar leases fees.
- Implementation of standard Airport T-Hanger rental fees (for the new hangers).
- Increases laboratory fees to continue covering our actual incurred costs.
- Update of the Cross Connection fees.
- Increase in the fee charged to mow tall grass and weeds to cover our costs.
- Increase in the Fire Report fee.
- Inclusion of the Plumbing and Mechanical Fee Schedule.

Issues & Questions Specified. Should the City Commission approve the 2010/2011 Fee and Rate Schedule?

Alternatives.

1. Approve the fee and rate schedule as presented.
2. Approve the fee and rate schedule with additional amendments/modifications/changes.
3. Do not approve the fee and rate schedule.
4. Set aside the matter for further consideration and/or deliberation at a subsequent meeting.

Financial Impact. Approval of the proposed fee and rate schedule will ensure the City is not subsidizing its costs for services, and in the case of water and sewer fees, will promote the City's ability to continue accomplishing future water and sewer projects and improvements.

Recommendations. I recommend that the City Commission approve the proposed 2010/2011 Fee and Rate Schedule by adoption of Resolution 2010-052(*copy att'd*).

Attachments.

1. Fee & Rate Schedule Table.
2. Resolution 2010-052.

**CURRENT & RECOMMENDED FEE/RATE SCHEDULE
FISCAL YEAR 2010/2011
ADOPTED BY RESOLUTION 2010-**

<i>DEPARTMENT</i>	<i>ITEM</i>	<i>CURRENT PRICE 09/10</i>	<i>RECOMMENDED PRICE 10/11</i>
CITY HALL	Site Plan Review	\$125.00	No change
	Special Use Permit	\$125.00	No change
	Zoning Variance Request	\$125.00	No change
	Rezone Request	\$125.00	No change
	Garage Sale Permits	\$1.00	No change
	Subdivision Request	Time & Materials; not to exceed \$500	No change
	Street Abandonment	Time & Materials; not to exceed \$500	No change
	Assessor Card	\$2.00	No change
	Auction Permit	\$2.00	No change
	Peddler/Solicitor	Sliding Scale	No change
	Telecommunications Permit	\$750.00	No change
	Private Well Request	\$20.00	No change
	Circus/Carnival	\$150.00 w/o sponsor \$10.00 w/sponsor	No change
	NSF Checks; to included ACH withdrawals & "returned" checks	\$25.00 (change wording to include ACH withdrawals)	No change
	Building Permits	Sliding Scale - New rates in 2010	Minimum \$75.00 See Attached
	Plan Review		\$75.00
	Electrical Permits	Sliding Scale - New rates in 2010	\$50.00 + See Attached
	Demolition Permit	\$51.00	\$75.00
	Sign Permit	\$51.00	\$75.00
	Shed & Fence Permit	\$51.00	\$25.00
	Facility Usage -- City Hall	\$50 for profit organizations; -0- for non-profit & local businesses; \$10 for coffee	No change
	Waste Collection Permit	\$500 (1 x fee)	No change
	Marriage Ceremony	\$60.00	No change

	Notary Service	-0- for taxpayers and residents; \$1 for others	No change
	Taxi-Cab License	\$10 1 st Cab/\$5 every cab thereafter; \$1.00 per driver	No change
	Land Division	\$50.00	No change
	PA 425 request	Time & Materials; not to exceed \$500	No change
	Brownfield	Time & Materials; not to exceed \$500	No change
	Cemetery Abandonment	Time & Materials; no limit (attorney's fees could get pricey)	No change
	Civil Infractions	\$75 1 st Offence \$150 2 nd Offence \$325 3 rd Offence \$500 4 th Offence	No Change
	Trash Bags – Colored	\$21.00 per box	No Change
	Trash Bags – Black	No change	\$16.80 per box
	Trash Bags – Draw String	\$.19 per bag	.21
	Lawn Bags	\$2.01/pack of 5	No change
	FOIA Requests	Hourly rate plus \$.50 per copy	No change
AIRPORT	FBO	\$100.00 1 st permit \$25.00 each additional	No change
	Tie-down Ramp Fees	\$3 Overnight \$50 per Month	No change
	Non-Essential Aviation Services	\$25.00 1 st permit \$5 each additional year	No change
	Hangar (Building) Lease Fees		\$120.00 per year base fee + cost-escalator adjustment increase predicated by the annual Consumer Price Index (CPI) or 3% of the lease cost, whichever is less.
	Standard T-Hangar (5)		\$140.00 per year
	Large T-Hangar		\$175.00 per year
	Box T-Hangar		\$300.00 per year
PARKS	Facility Usage		

	Shamrock Pavilion 1	Residents (\$50.00 Deposit) Non-Resident \$60.00	No change
	All other Pavilions & ½ of Shamrock Pavilion 1	Residents (\$25.00 Deposit) Non-Resident \$30.00	No change
	Pettit Park Camping	\$15.00 electrical \$10.00 primitive	No change
	Pettit Park Dumping	\$5.00	No change
	Ball Fields	\$20.00 per day \$10.00 for lights	No change
	Ball Tournaments – weekends	\$100.00	No change
WWT	Bacterial Analysis	\$18.00 scheduled \$28.00 unscheduled	\$18.50 scheduled \$28.50 unscheduled
	Fecal Coli form Membrane	\$18.00 scheduled \$28.00 unscheduled	\$18.50 scheduled \$28.50 unscheduled
	Cross Connections	\$30.00 Class I \$20.00 Class II \$10.00 Class III	\$12.00 per inspection low hazard+ 1.00 per month on water bill
	Hauled Wastewater	\$.10/gallon	No change
	BOD in excess of 300 mg/L	\$.50/pound	No change
	Total Suspended Solids in Excess of 350 mg/L	\$.49/pound	\$.50/pound
	Total Phosphorus in Excess of 20 mg/L	\$9.14/pound	No change
	Industrial Pretreatment Inspection Fee	Outside analysis Cost + Shipping & Handling + \$50 Admin Fee + WWTP Analysis Prices	No change
	Biochemical Oxygen Demand	\$25.00	No change
	Carbonaceous Biochemical Oxygen Demand	\$25.00	No change
	Total Suspended Solids	\$10.00	No change
	Total Phosphorus	\$15.00	No change
	Ammonia Nitrogen	\$10.00	No change
	PH	\$5.00	No change
	Water		See attached

			breakdown
	Sewer		See attached breakdown
DPW	Curb Cut	\$16.00/foot	No change
	Mowing	\$60.00/lot	\$80.00/lot
	Burials	\$160.00 under age 1 \$250.00 over age 1 \$50.00 cremation \$75 additional for all weekend/holiday burials Additional \$25 if grave thawer is used	No change
	Cemetery Lots	\$300 taxpayer \$400 non-taxpayer	No change
	Foundations	\$.16/square inch	No change
	Water/Sewer Tap-In	Time & Materials	No change
	Water/Sewer Buy-In	\$1,000 each	No change
	Hydrant Water	\$25 user fee +\$1.40 per thousand gallons	No change
	Water Turn-on Fee	\$25.00 during regular working hours \$50.00 during non- regular working hours (evenings, holidays, weekends, etc.)	No change
	Print-out of Utility Customers	\$20 on paper \$30 on labels + postage if mailed	No Change
	Print-out of Cemetery "residents"	\$30 for entire listing or \$2 per page	No Change
FIRE	Fire Reports	\$7.00	\$10.00
	Vehicle Fires	\$250.00 + \$13.00 per man per hour	No change
POLICE	PBT	\$5.00	No change
	Original Reports	\$5.00	No change
	Supplemental Reports	\$1.00 each additional page	No change
	UD-IO Crash Reports	\$5.00	No change
	RTP's	\$5.00	No change
	Finger Prints	\$70.00	No change
	Overtime Parking	\$15.00	No change
	Parking Too Far From Curb	\$15.00	No change
	Loading Zone	\$15.00	No change

	Violation		
	Between Sidewalk & Curb	\$15.00	No change
	Other Prohibited Parking	\$25.00	No change
	Obstructing Traffic	\$25.00	No change
	Parking in Alley	\$25.00	No change
	Parked 3 am – 6 am	\$30.00	No change
	Handicapped Parking	\$100.00	No change
	Parked Within 15' of Fire Hydrant	\$25.00	No change
	Video Tapes	\$25.00	No change
	CD Copies	\$25.00	No change
	Audio Tapes	\$10.00	No change
	False Alarm fees	\$35.00 for 3 rd & subsequent alarms	No change
	Notary Fees	\$5.00	No change
	Warrant Fees	\$10.00	No change
	Copy of lost bond receipt	\$5.00	No change
	Temporary driving permits	\$5.00	No change
	Incarceration dates	\$10.00	No change
	Release vehicles	\$25.00	No change
	Expedited booking fees	\$15.00	No change
	Booking photos	\$5.00	No change



BUILDING PERMIT & INSPECTION FEE SCHEDULE

Minimum Permit Fee (includes one inspection)	\$75.00
Demolition Permit	\$75.00
Plan Review (Plan review fees are included in R-3 & R-4 permit fees)	\$75.00
Additional inspections	\$50.00
Mobile & Modular Homes on-site construction permit fee.	50% of Normal
To \$1,000 (includes one inspection only)	\$75.00
\$1,001 to \$10,000	\$75.00 plus \$10 per \$1,000 over \$1,000
\$10,001 to \$100,000	\$165.00 plus \$3 per \$1,000 over \$10,000
\$100,000 to \$500,000	\$435.00 plus \$2 per \$1,000 over \$100,000
\$500,000 plus	\$1,235.00 plus \$3 per \$1,000 over \$500,000
Decks, Roofs, Windows/Doors, Siding, Remodel, and all other items not listed are figured from table above.	
Sign Permit	\$75.00
Shed & Fence Permit	\$25.00

Effective Date July 1, 2010

Electrical Permit Application

CITY OF CLARE
202 W. FIFTH STREET
989-386-7541

www.cityofclare.org

Authority: 1972 PA 230 Completion: Mandatory to obtain permit Penalty: Permit cannot be issued
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I. Job Location

NAME OF OWNER/AGENT		HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required	
STREET ADDRESS AND JOB LOCATION (Street Number and Name)		NAME OF CITY, VILLAGE OR TOWNSHIP IN WHICH JOB IS LOCATED	COUNTY

II. Contractor / Homeowner Information

INDICATE WHO THE APPLICANT IS <input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner		NAME	STATE LICENSE NUMBER	EXPIRATION DATE
ADDRESS (Street Number and Name)			STATE REGISTRATION NUMBER	LOCAL LICENSING JURISDICTION
CITY	STATE	ZIP CODE	LOCAL LICENSE NUMBER	EXPIRATION DATE
TELEPHONE NUMBER (Include Area Code)			FEDERAL EMPLOYER ID NUMBER (or reason for exemption)	
WORKERS COMPENSATION INSURANCE CARRIER (or reason for exemption)			UIA NUMBER (or reason for exemption)	

III. Type of Job

<input type="checkbox"/> Single Family	<input type="checkbox"/> New	<input type="checkbox"/> Service Only	<input type="checkbox"/> Premanufactured Home Setup (State Approved)	<input type="checkbox"/> State Owned
<input type="checkbox"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)	<input type="checkbox"/> School

IV. Plan Review Required

Plans must be submitted with an Application for Plan Examination and the appropriate deposit before a permit can be issued, except as listed below.

Plans are not required for the following:

- When the electrical system exceed 400 amps and the building is not over 3,500 square feet in area.
- Work completed by a governmental subdivision or state agency costing less than \$15,000.00

If work being performed is described above, check box below "Plans Not Required."

What is the rating of the services or feeder in ampere? _____
 What is the Building size in square footage? _____

Plans are required for all other building types and shall be prepared by or under the direct supervision of an architect or engineer licensed pursuant to 1980 PA 299 and shall bear that architect's or engineer's seal and signature.

Plan Review Submission No. _____ Plans Not Required

V. Applicant Signature

Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125, 1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subject to civil fines.

SIGNATURE OF CONTRACTOR OR HOMEOWNER (Homeowner signature indicates compliance with Section VI. Homeowner Affidavit)	DATE
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VI. Homeowner Affidavit

I hereby certify the electrical work described on this permit application shall be installed by myself in my own home in which I am living or about to occupy. All work shall be installed in accordance with the Michigan Electrical Code and shall not be enclosed, covered up, or put into operation until it has been inspected and approved by the City's Electrical Inspector. I will cooperate with the City's Electrical Inspector and assume the responsibility to arrange for necessary inspections.

Complete Application on Back Side

VII. Fee Clarification

Item #17, Mobile Home Unit Site:

When installing a site service in a park, the permit application must include the application fee, service, plus the number of park sites. When setting a HUD mobile home in a park, a permit must include the application fee and a feeder. This shall be done by a licensed electrical contractor. When setting a HUD mobile home or a premanufactured home on private property, a permit must include the application fee, service and feeder.

VIII. Fee Chart – enter the number of items being installed, multiply by the unit price for total fee.

	Fee	# Items	Total
1. Application Fee (non-refundable)	\$50.00	1	\$50.00
Service			
2. Through 200 Amp.	\$10.00		
3. Over 200 Amp. Thru 600 Amp.	\$15.00		
4. Over 600 Amp. Thru 800 Amp.	\$20.00		
5. Over 800 Amp. Thru 1200 Amp.	\$25.00		
6. Over 1200 Amp. (GFI only)	\$50.00		
7. Circuits	\$5.00		
8. Light Fixtures – per 25	\$6.00		
9. Dishwasher	\$5.00		
10. Furnace – Unit Heater	\$5.00		
11. Electrical – Heating Units (baseboard)	\$4.00		
12. Power Outlets (ranges, dryers, etc.)	\$7.00		
Signs			
13. Unit	\$10.00		
14. Letter	\$15.00		
15. Neon – each 25 feet	\$20.00		
16. Feeders-Buds Ducts, etc. – per 50'	\$6.00		
17. Mobile Home Park Site*	\$6.00		
18. Recreational Vehicle Park Site	\$4.00		

	Fee	#Items	Total
K.V.A. & H.P.			
19. Units up to 20	\$6.00		
20. Units 21 to 50 K.V.A. or H.P.	\$10.00		
21. Units 51 K.V.A. or H.P. & Over	\$12.00		
Fire Alarm Systems (not smoke detectors)			
22. Up to 10 Devices	\$50.00		
23. 11 to 20 Devices	\$100.00		
24. Over 20 Devices	\$5.00 ea		
Data / Telecommunications Outlets**			
31. 1-19 Devices	\$5.00 ea		
32. 20-300 Devices	\$100.00		
33. Over 300 Devices	\$300.00		
25. Energy Retrofit – Temp. Control	\$45.00		
26. Conduit only or Grounding Only	\$45.00		
Inspections			
27. Special/Safety Insp. (Includes cert. fee)	\$50.00		
28. Additional Inspection	\$50.00		
29. Final Inspection	\$50.00		
30. Certification Fee**	\$20.00		

* See VII. Fee Clarification Item #17 above

** Required for all school and state-owned construction projects

*** The Michigan Electrical Code Rules no longer contain requirements to permit and inspect data and telecommunications wiring; therefore, this section is voluntary.

Total Fee (Must include the \$50.00 non-refundable application fee)

Make checks payable to "City of Clare"

IX. Instructions for Completing Application

General: Electrical work shall not be started until the application for permit has been filed with the City of Clare Bureau of Construction Codes. All installations shall be in conformance with the Michigan Electrical Code. **No work shall be concealed until it has been inspected.** The telephone number for the inspector will be provided on the permit form. When ready for an inspection, call the inspector providing as much advance notice as possible. The inspector will need the **job location** and **permit number**.

Expiration of Permit: A permit remains valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within six months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six months after the time of commencing the work. **A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REFUNDED OR REINSTATED.**

VALIDATION AREA

Plumbing Permit Application

CITY OF CLARE
202 W. FIFTH STREET
989-386-7541
www.cityofclare.org

I. Job Location

NAME OF OWNER/AGENT		HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required	
STREET ADDRESS AND JOB LOCATION (Street Number and Name)			

II. Contractor / Homeowner Information

INDICATE WHO THE APPLICANT IS <input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner <input type="checkbox"/> Master <input type="checkbox"/> Water Treatment Installer		NAME OF PLUMBING CONTRACTOR OR HOMEOWNER	CONTRACTOR LICENSE NUMBER	EXPIRATION DATE
ADDRESS (Street Number and Name)		CITY	STATE	ZIP CODE
TELEPHONE NUMBER (Include Area Code)		FEDERAL EMPLOYER ID NUMBER (or reason for exemption)		
WORKERS COMPENSATION INSURANCE CARRIER (or reason for exemption)		UIA NUMBER (or reason for exemption)		

III. Type of Job

<input type="checkbox"/> Single Family	<input type="checkbox"/> New	<input type="checkbox"/> Sewer Only	<input type="checkbox"/> Premanufactured Home Setup (State Approved)	<input type="checkbox"/> State Owned
<input type="checkbox"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> Water Service Only	<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)	<input type="checkbox"/> School
		<input type="checkbox"/> Special Inspection		

IV. Plan Review Required

Plans must be submitted with an Application for Plan Examination and the appropriate deposit before a permit can be issued, except as listed below.

Plans are not required for the following:

- One-and two- family dwelling containing not more than 3,500 square feet of building area.
- Alterations and repair work determined by the plumbing official to be of a minor nature.
- Buildings with a required plumbing fixture count less than 12
- Work completed by a governmental subdivision or state agency costing less than \$15,000.00

If work being performed is described above, check box below "Plans Not Required."

Plans are required for all other building types and shall be prepared by or under the direct supervision of an architect or engineer licensed pursuant to 1980 PA 299 and shall bear that architect's or engineer's seal and signature.

Plan Review Submission No. _____ Plans Not Required

V. Applicant Signature

Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125, 1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subject to civil fines.

SIGNATURE OF PLUMBING, MASTER PLUMBER, WATER TREATMENT INSTALLER OR HOMEOWNER (Homeowner signature indicates compliance with Section VI. Homeowner Affidavit)	DATE
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VI. Homeowner Affidavit

I hereby certify the plumbing work described on this permit application shall **be installed by myself in my own home** in which I am living or about to occupy. All work shall be installed in accordance with the Michigan Plumbing Code and **shall not be enclosed, covered up, or put into operation** until it has been inspected and approved by the City's Plumbing Inspector. I will cooperate with the City's Plumbing Inspector and assume the responsibility to arrange for necessary inspections.

VIIa. Fee Clarification

Item #2, Mobile Home Unit Site: When item is used sewer excavation in a new park, the permit application should include the application fee, plus the number of park sites. When setting a mobile home in a park, or a mobile or modular home on private property, a permit should include the application fee, a sewer or building drain, and a water service or water distribution pipe.

Complete application on Back Side

VIIb. Fee Clarification (continued)

Item#3, Fixtures, Floor Drains, Special Drains and Water Connection Appliances Include:

Water Closet	Sink (any description)	Slop Sink	Drinking Fountain	Floor Drain	Water Outlet or Connection to any Make-up Water Tank
Bathtub	Emergency Eye Wash	Bidet	Condensate Drain	Roof Drain	Water Outlet or Connection to Heating System
Lavatories	Emergency Showers	Cuspidor	Washing Machine	Grease Trap	Water Outlet or Connection to Filter
Shower Stall	Garbage Grinder	Dishwasher	Acid Waste Drain	Starch Trap	Connection to Sprinkler System (irrigation)
Laundry Tray	Water Outlet Cooler	Refrigerator	Embalming Table	Plaster Trap	Water Connected Sterilizer
Urinal	Ice Making Machine	Water Heater	Bed Pan Washer	Water Softener	Water Connected Dental Chair
Autopsy	Water connected Still				Water Connected to Carbonated Beverage Dispensers

Plus Any Other Fixture, Drain or Water Connected Appliance not Specifically Listed

Item# 25, Domestic Water Treatment and Filtering Equipment: A license is not required for the installation of domestic water treatment and filtering equipment that requires modification to an existing cold water distribution supply and associated water piping in buildings if a permit is secured, required inspections performed and the installation complies with the applicable code. If the enforcing agency determines a violation exists, it shall be corrected by the responsible installer. The permit application shall include the application fee, the number of water treatment devices recorded in item #25 for \$5.00 each and the appropriate water distribution pipe (system) size fee.

VIII. Fee Chart – enter the number of items being installed, multiply by the unit price for total fee.

	Fee	# Items	Total
1. Application Fee (non-refundable)	\$50.00	1	\$50.00
2. Mobile Home Park Site*	\$5.00 ea		
3. Fixtures, floor drains, special drains, water connected appliances.	\$5.00 ea		
4. Stacks (soil, waste, vent, and conductor)	\$3.00 ea		
5. Sewage ejectors, sumps	\$5.00 ea		
6. Sub-soil drains	\$5.00 ea		
Water Service			
7. Less than 2"	\$5.00		
8. 2" to 6"	\$25.00		
9. Over 6"	\$50.00		
10. Connection (bldg, drain-bldg. sewers)	\$5.00		
Sewers (sanitary, storm or combined)			
11. Less than 6"	\$5.00		
12. 6" and Over	\$25.00		
13. Manholes, Catch Basins	\$5.00 ea		

	Fee	#Items	Total
Water Distributing Pipe (System)			
14. ¾" Water Distribution Pipe	\$5.00		
15. 1" Water Distribution Pipe	\$10.00		
16. 1-¼" Water Distribution Pipe	\$15.00		
17. 1-½" Water Distribution Pipe	\$20.00		
18. 2" Water Distribution Pipe	\$25.00		
19. Over 2" Water Distribution Pipe	\$30.00		
20. Reduced pressure zone back-flow preventer	\$5.00 ea		
25. Domestic water treatment and filtering equipment only**	\$5.00		
26. Medical Gas System	\$45.00		
Inspections			
21. Special Insp. (Pertaining to sale of building)	\$50.00		
22. Additional Inspection	\$50.00		
23. Final Inspection	\$50.00		
24. Certification Fee	\$20.00		

* See VIIa. Fee Clarification Item #2 on front
 ** See VIIb. Fee Clarification Item #25 above

Total Fee (Must include the \$50.00 non-refundable application fee)
Make checks payable to "City of Clare"

IX. Instructions for Completing Application

General: Plumbing work shall not be started until the application for permit has been filed with the City of Clare. All installations shall be in conformance with the Michigan Plumbing Code. **No work shall be concealed until it has been inspected.** When ready for an inspection, call 989-386-7541 ext 101 providing as much advance notice as possible. **Provide the job location and permit number.**

Expiration of Permit: A permit remains valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work. **A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN 180 DAYS OF THE DATE OF INSSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REFUNDED. THE CHARGE TO RE-OPEN A CLOSED PERMIT IS \$75.00**

VALIDATION AREA

Mechanical Permit Application

CITY OF CLARE
202 W. FIFTH STREET
989-386-7541
www.cityofclare.org

Authority: 1972 PA 230 Completion: Mandatory to obtain permit Penalty: Permit cannot be issued
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I. Job Location

NAME OF OWNER/AGENT	HAS A BUILDING PERMIT BEEN OBTAINED FOR THIS PROJECT? <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Not required
STREET ADDRESS AND JOB LOCATION (Street Number and Name)	COUNTY

II. Contractor / Homeowner Information

INDICATE WHO THE APPLICANT IS <input type="checkbox"/> Contractor <input type="checkbox"/> Homeowner	NAME	STATE LICENSE NUMBER	EXPIRATION DATE
ADDRESS (Street Number and Name)		STATE REGISTRATION NUMBER	LOCAL LICENSING JURISDICTION
CITY	STATE	ZIP CODE	LOCAL LICENSE NUMBER
TELEPHONE NUMBER (Include Area Code)		EXPIRATION DATE	
WORKERS COMPENSATION INSURANCE CARRIER (or reason for exemption)		FEDERAL EMPLOYER ID NUMBER (or reason for exemption)	
		UIA NUMBER (or reason for exemption)	

III. Type of Job

<input type="checkbox"/> Single Family	<input type="checkbox"/> New	<input type="checkbox"/> Service Only	<input type="checkbox"/> Premanufactured Home Setup (State Approved)	<input type="checkbox"/> State Owned
<input type="checkbox"/> Other	<input type="checkbox"/> Alteration	<input type="checkbox"/> Special Inspection	<input type="checkbox"/> Manufactured Home Setup (HUD Mobile Home)	<input type="checkbox"/> School

IV. Plan Review Required

Plans must be submitted with an Application for Plan Examination and the appropriate deposit before a permit can be issued, except as listed below.

Plans are not required for the following:

1. One-and two-family dwellings when the total building heating/cooling system input rating is 375,000 Btu's or less.
2. Alterations and repair work determined by the mechanical official to be of a minor nature.
3. Business, mercantile, and storage building having HVAC equipment only, with one fire area and not more than 3,500 square feet.
4. Work completed by a governmental subdivision or state agency costing less than \$15,000.00

If work being performed is described above, check box below "Plans Not Required."

What is the building size in square footage? _____

What is the input rating of the heating system in this building? _____

Plans are required for all other building types and shall be prepared by or under the direct supervision of an architect or engineer licensed pursuant to 1980 PA 299 and shall bear that architect's or engineer's seal and signature.

BBC Plan Review Project No. _____ Plans Not Required

V. Applicant Signature

Section 23a of the state construction code act of 1972, 1972 PA 230, MCL 125, 1523A, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violators of section 23a are subject to civil fines.

SIGNATURE OF CONTRACTOR OR HOMEOWNER (Homeowner signature indicates compliance with Section VI. Homeowner Affidavit)	DATE
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VI. Homeowner Affidavit

I hereby certify the mechanical work described on this permit application shall be installed by myself in my own home in which I am living or about to occupy. All work shall be installed in accordance with the Michigan Mechanical Code and shall not be enclosed, covered up, or put into operation until it has been inspected and approved by the City's Mechanical Inspector. I will cooperate with the City's Mechanical Inspector and assume the responsibility to arrange for necessary inspections.

Complete Application on Back Side

VII. Fee Clarification

Item #2, Residential Heating System:
 This item is used for the installation of a heating system in a **new residential structure**. Items #10 Gas Piping and #18 Duct **SHOULD NOT BE** charged. Replacement systems should be itemized.
Items #14 and #15, Tanks: A homeowner must own tank to install. If homeowner does not own tank, a licensed mechanical contractor must install tank.

VIII. Fee Chart – enter the number of items being installed, multiply by the unit price for total fee.

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	Fee	# Items	Total
1. Application Fee (non-refundable)	\$50.00	1	\$50.00
2. Residential Heating System (includes duct & pipe) New Building Only*	\$50.00		
3. Gas/Oil Burning Equipment (furnace, roof top units, generators)	\$30.00		
4. Boiler	\$30.00		
5. Water Heater	\$5.00		
6. Damper	\$5.00		
7. Solid Fuel Equip. (includes chimney)	\$30.00		
37. Gas Burning Fireplace	\$30.00		
8. Chimney, Factory built (installed separately)	\$25.00		
9. Solar; set of 3 panels – fluid transfer (includes piping)	\$20.00		
10. Gas Piping; each opening – new installation (residential)	\$5.00		
11. Air Conditioning (includes split systems) RTU – Cooling Only	\$30.00		
12. Heat Pumps (complete residential)	\$30.00		
13. Dryer, Bath & Kitchen Exhaust	\$5.00		
Tanks			
14. Aboveground***	\$20.00		
38. Aboveground Connection	\$20.00		
15. Underground***	\$25.00		
39. Underground Connection	\$25.00		
16. Humidifiers/Air Cleaners	\$10.00		
Piping (ALL piping-minimum fee \$25.00)			
17. Fuel Gas Piping	\$.05/ft		
40. Process Piping	\$.05/ft		
41. Hydronic Piping	\$.05/ft		
42. Refrigeration Piping	\$.05/ft		

	Fee	#Items	Total
18. Duct (minimum fee \$25.00)	\$.10/ft		
19. Heat Pumps; Commercial (pipe not included)	\$20.00		
Air Handlers/heat Wheels			
20. Under 10,000 CFM	\$20.00		
21. Over 10,000 CFM	\$60.00		
22. Commercial Hoods/Exhausters	\$15.00		
23. Heat Recovery units	\$10.00		
24. V.A.V. Boxes	\$10.00		
25. Unit Ventilators/PTAC Units	\$10.00		
26. Unit Heaters (terminal units)	\$15.00		
27. Fire Suppression/Protection (includes piping – Minimum fee \$20.00)	\$.75/ head		
28. Coils (Heat/Cool)	\$30.00		
29. Refrigeration (split system)	\$30.00		
30. Chiller	\$30.00		
31. Cooling Towers	\$30.00		
32. Compressor/Condenser	\$30.00		
Inspections			
33. Special Insp. (pertaining to sale of building)	\$50.00		
34. Additional Inspection	\$50.00		
35. Final Inspection	\$50.00		
36. Certification Fee	\$20.00		

Total Fee (Must include the \$50.00 non-refundable application fee)

Make checks payable to "City of Clare"

* See VII. Fee Clarification Item #2

** See VII. Fee Clarification Items #14 & 15

IX. Instructions for Completing Application

General: Mechanical work shall not be started until the application for permit has been filed with the City of Clare. All installations shall be in conformance with the Michigan Mechanical Code. **No work shall be concealed until it has been inspected. When ready for an inspection, call 989-386-7541 ext 101 providing as much advance notice as possible. Provide the job location and permit number.**

Expiration of Permit: A permit remains valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work. **A PERMIT WILL BE CLOSED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN 180 DAYS OF THE DATE OF ISSUANCE OR THE DATE OF A PREVIOUS INSPECTION. CLOSED PERMITS CANNOT BE REFUNDED. THE CHARGE TO RE-OPEN A CLOSED PERMIT IS \$75.00.**

VALIDATION AREA

UTILITY RATE SCHEDULE

PROPOSED RATES EFFECTIVE July 1, 2010 *July Usage/August Bill/Sept. Due*

PER RATE & FEE SCHEDULE AS ADOPTED & RESOLUTION _____

WATER RATES

	<u>2009-10 RATES</u>	<u>EFFECTIVE 07/01/10</u>
		<u>10%</u>
3/4" Residential	\$14.73	\$10.00
3/4" Commercial	\$14.73	\$16.20
1" Commercial	\$26.55	\$29.21
1-1/2" Commercial	\$58.85	\$64.74
2" Commercial	\$106.20	\$116.82
3" Commercial	\$235.94	\$259.53
4" Commercial	\$424.70	\$467.17
Commodity Charge (per 1000 gallons)	\$2.13	\$2.34

Residential dwellings with multiple users on a single meter and commercial users are charged at the stated commodity charge for all usage (no minimum) plus the basic meter charge.

METER REPLACEMENT PROGRAM

	<u>2008-09 RATES</u>	<u>EFFECTIVE 07/01/09</u>
3/4" Residential <i>OR</i> Commercial	\$1.00	\$1.00

SEWER RATES

	<u>2008-09 RATES</u>	<u>EFFECTIVE 07/01/10</u>
		<u>15%</u>
3/4" Residential	\$17.49	\$20.11
3/4" Commercial	\$17.49	\$20.11
1" Commercial	\$31.45	\$36.17
1-1/2" Commercial	\$69.89	\$80.37
2" Commercial	\$125.79	\$144.66
3" Commercial	\$279.52	\$321.45
4" Commercial	\$503.16	\$578.63
Commodity Charge (per 1000 gallons)	\$3.72	\$4.28

All customers are charged the commodity charge plus the appropriate basic meter charge.

Summer sewer credits for single-family residential customers are given for May, June, July, and August usage for customers having one meter per billing unit.

CURBSIDE GARBAGE RATES

	<u>EFFECTIVE 8/1/2009</u>	<u>EFFECTIVE 8/1/09</u>
WASTE MANAGEMENT CONTRACT for Residential Units	\$17.72	\$17.72

MINIMUM RESIDENTIAL MONTHLY BILL - NO USAGE (SERVICE AVAILABLE)

\$48.83

UTILITY DEPOSIT

	<u>2008-09 RATES</u>	<u>EFFECTIVE 07/01/09</u>
RENTAL UTILITY DEPOSIT	\$150.00	\$150.00

The utility deposit is charged in accordance with Clare City Code, Section 46.278. Rental customers establishing a new account for water, sewer, and/or solid waste-recycling service, shall pay to the City of Clare a Utility Security Deposit as established by resolution prior to receiving such service.

TURN-ON FEES

	<u>2008-09 RATES</u>	<u>EFFECTIVE 07/01/09</u>
Prescheduled during regular working hours	\$25.00	\$25.00
Nonscheduled after hours, weekends, and/or holidays	\$50.00	\$50.00

EFFECTIVE DATE:	7/1/2002	7/1/2003	7/1/2004	7/1/2005	7/1/2006	7/1/2007	7/1/2008	7/1/2009	7/1/2010
<u>WATER RATES</u>	<u>3%</u>	<u>2%</u>	<u>2%</u>	<u>0%</u>	<u>2%</u>	<u>2%</u>	<u>5%</u>	<u>30%</u>	<u>10%</u>
3/4" Residential (1st 4000 gallons)	\$9.97	\$10.17	\$10.37	\$10.37	\$10.58	\$10.79	\$11.33	\$14.73	\$10.00
3/4" Commercial	\$9.97	\$10.17	\$10.37	\$10.37	\$10.58	\$10.79	\$11.33	\$14.73	\$16.20
1" Commercial	\$17.97	\$18.33	\$18.70	\$18.70	\$19.07	\$19.45	\$20.42	\$26.55	\$29.21
1-1/2" Commercial	\$39.92	\$40.72	\$41.54	\$41.43	\$42.26	\$43.11	\$45.27	\$58.85	\$64.74
2" Commercial	\$71.86	\$73.30	\$74.77	\$74.77	\$76.27	\$77.80	\$81.69	\$106.20	\$116.82
3" Commercial	\$159.69	\$162.89	\$166.14	\$166.14	\$169.46	\$172.85	\$181.49	\$235.94	\$259.53
4" Commercial	\$287.44	\$293.19	\$299.05	\$299.05	\$305.03	\$311.13	\$326.69	\$424.70	\$467.17
Commodity Charge (per 1000 gallons)	\$1.44	\$1.47	\$1.50	\$1.50	\$1.53	\$1.56	\$1.64	\$2.13	\$2.34
<u>METER REPLACEMENT PROGRAM</u>									
3/4" Residential	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00
3/4" Commercial	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00	\$1.00
<u>SEWER RATES</u>	<u>3%</u>	<u>2%</u>	<u>2%</u>	<u>0%</u>	<u>2%</u>	<u>2%</u>	<u>-3%</u>	<u>-15%</u>	<u>15%</u>
3/4" Residential	\$19.60	\$19.99	\$20.39	\$20.39	\$20.80	\$21.22	\$20.58	\$17.49	\$20.11
3/4" Commercial	\$19.60	\$19.99	\$20.39	\$20.39	\$20.80	\$21.22	\$20.58	\$17.49	\$20.11
1" Commercial	\$35.24	\$35.94	\$36.66	\$36.66	\$37.39	\$38.14	\$37.00	\$31.45	\$36.17
1-1/2" Commercial	\$78.30	\$79.87	\$81.46	\$81.47	\$83.10	\$84.76	\$82.22	\$69.89	\$80.37
2" Commercial	\$140.95	\$143.76	\$146.64	\$146.65	\$149.58	\$152.57	\$147.99	\$125.79	\$144.66
3" Commercial	\$313.20	\$319.47	\$325.86	\$325.85	\$332.37	\$339.02	\$328.85	\$279.52	\$321.45
4" Commercial	\$563.78	\$575.06	\$586.56	\$586.56	\$598.29	\$610.26	\$591.95	\$503.16	\$578.63
Commodity Charge (per 1000 gallons)	\$4.17	\$4.25	\$4.34	\$4.34	\$4.43	\$4.52	\$4.38	\$3.72	\$4.28
<u>GARBAGE RATES</u>	<u>1.7%</u>	<u>3.0%</u>	<u>1.9%</u>	<u>3%</u>		<u>0</u>	<u>10.9%</u>	<u>23.4%</u>	<u>0%</u>
Residential Units (Curbside Collection) <small>ment excise tax...</small>	\$9.41	\$9.69	\$9.87	10.19	\$12.95	12.95	14.36	\$17.72	\$17.72

RESIDENTIAL COMPARISONS

USAGE	SERVICE	FY 09-10	Proposed FY 10-11	TOTAL CHANGE IN BILL:	Percentage (Decrease) / Increase
0	WATER	14.73	10.00	-\$4.73	-32.11%
	SEWER	17.49	20.11	\$2.62	15.00%
	METER FEE	1.00	1.00	\$0.00	0.00%
	GARBAGE	17.72	17.72	0.00	0.00%
			<u>\$50.94</u>	<u>\$48.83</u>	<u>-\$2.11</u>
1	WATER	14.73	12.34	-\$2.39	-16.21%
	SEWER	21.21	24.39	\$3.18	15.00%
	METER FEE	1.00	1.00	\$0.00	0.00%
	GARBAGE	17.72	17.72	0.00	0.00%
			<u>\$54.66</u>	<u>\$55.45</u>	<u>\$0.79</u>
2	WATER	14.73	14.69	-\$0.04	-0.30%
	SEWER	24.93	28.67	\$3.74	15.00%
	METER FEE	1.00	1.00	\$0.00	0.00%
	GARBAGE	17.72	17.72	0.00	0.00%
			<u>\$58.38</u>	<u>\$62.08</u>	<u>\$3.70</u>
3	WATER	14.73	17.03	\$2.30	15.61%
	SEWER	28.65	32.95	\$4.30	15.00%
	METER FEE	1.00	1.00	\$0.00	0.00%
	GARBAGE	17.72	17.72	0.00	0.00%
			<u>\$62.10</u>	<u>\$68.70</u>	<u>\$6.60</u>
4	WATER	14.73	19.37	\$4.64	31.51%
	SEWER	32.37	37.23	\$4.86	15.00%
	METER FEE	1.00	1.00	\$0.00	0.00%
	GARBAGE	17.72	17.72	0.00	0.00%
			<u>\$65.82</u>	<u>\$75.32</u>	<u>\$9.50</u>
5	WATER	16.86	21.72	\$4.86	28.80%
	SEWER	36.09	41.50	\$5.41	15.00%
	METER FEE	1.00	1.00	\$0.00	0.00%
	GARBAGE	17.72	17.72	0.00	0.00%
			<u>\$71.67</u>	<u>\$81.94</u>	<u>\$10.27</u>
6	WATER	18.99	24.06	\$5.07	26.69%
	SEWER	39.81	45.78	\$5.97	15.00%
	METER FEE	1.00	1.00	\$0.00	0.00%
	GARBAGE	17.72	17.72	0.00	0.00%
			<u>\$77.52</u>	<u>\$88.56</u>	<u>\$11.04</u>
7	WATER	21.12	26.40	\$5.28	25.00%
	SEWER	43.53	50.06	\$6.53	15.00%
	METER FEE	1.00	1.00	\$0.00	0.00%
	GARBAGE	17.72	17.72	0.00	0.00%
			<u>\$83.37</u>	<u>\$95.18</u>	<u>\$11.81</u>
8	WATER	23.25	28.74	\$5.49	23.63%
	SEWER	47.25	54.34	\$7.09	15.00%
	METER FEE	1.00	1.00	\$0.00	0.00%
	GARBAGE	17.72	17.72	0.00	0.00%
			<u>\$89.22</u>	<u>\$101.80</u>	<u>\$12.58</u>

RESOLUTION 2009-052

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING THE CITY'S 2010/2011 FEE AND RATE SCHEDULE FOR SERVICES.

WHEREAS, the City Staff conducts a review of the City's fee and rate schedule in conjunction with the annual budget process to ensure the City's costs of providing services are adequately funded by the assessment of said fees; and

WHEREAS, said annual review has been completed and recommended changes submitted to the City Commission for consideration; and

WHEREAS, the City Commission has reviewed said fee and rate schedule, to include recommended changes thereto, and deems the approval of said schedule to be in the best interests of the City.

NOW THEREFORE BE IT RESOLVED that the City Commission of the City of Clare hereby approves the 2010/2011 Fee and Rate Schedule for Services, a copy of said schedule attached to this Resolution.

ALL RESOLUTIONS AND PARTS OF RESOLUTIONS INsofar AS THEY CONFLICT WITH THE PROVISIONS OF THIS RESOLUTION BE AND THE SAME ARE HEREBY RESCINDED.

The Resolution was introduced by Commissioner _____ and supported by Commissioner _____. The Resolution declared adopted by the following roll call vote:

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 7th day of June 2010.

Diane Schmidt, City Clerk