

---

## WATERTOWN CHARTER TOWNSHIP SCHEDULE OF FEES

---

### FREEDOM OF INFORMATION ACT & DUPLICATION FEES

#### COPIES

10¢ per page (MCL 15.2354(4d)). Fees for fewer than 50 pages are generally waived but will be charged if the person requesting information has made more than two requests for documents in the prior six-month period, or if there are charges for labor costs for the request.

#### MEETING AUDIO RECORDINGS (within 28 days of meeting date)

\$10                      Flashdrive. No charge to email or upload electronically to secure internet site.

#### VOTER LISTS

Free	Emailed
\$10	Flashdrive.
2¢	Per name, printed on labels

#### POSTAGE

Actual cost

#### ENVELOPES

10¢	#10
15¢	6x9"
25¢	9x12"
25¢	10x13"
\$3	Expandable Tyvek

#### COPIES OF MINUTES/AGENDAS

Free                      On website.

By mail                      Fees of 10¢ a page for fewer than 50 pages and cost of envelope and postage are generally waived but will be charged if the person requesting information has made more than two requests for documents in the prior six month period, or if there are charges for labor costs for the request

#### AGENDAS & MINUTES SUBSCRIPTIONS

Subscription available at <https://www.watertownmi.gov/subscribe>

By email                      Free

By mail                      Fees of 10¢ a page for fewer than 50 pages and cost of envelope and postage are generally waived but will be charged if the person requesting information has made more than two requests for documents in the prior six month period, or if there are charges for labor costs for the request

**LABOR**                      See detailed FOIA Cost Itemization Worksheet.

**DEPOSIT**                      See detailed FOIA Cost Itemization Worksheet.

---

## WATERTOWN CHARTER TOWNSHIP SCHEDULE OF FEES

---

### EMERGENCY SERVICE FEES

**FIRE:** All responses to emergency calls are subject to a minimum charge of \$200 regardless of whether services are rendered. Exemptions per Township Ordinance Section 2-215: Fire and/or medical services provided outside of Watertown Charter Township under a mutual aid contract or agreement; fires caused by railroad trains which are the specific statutory responsibility of railroad companies; and false alarms, except as otherwise provided.

#### EMERGENCY RESPONSE CHARGES

\$1,000	Aircraft fire
\$500	Automobile, private van or pickup truck fire
\$1,000	Commercial, industrial or manufacturing fire
\$500	Ground fire without a permit and/or without resident attendance
\$250	Ground fire with a permit, but requiring extinguishment
\$1,000	Hotel or motel fire
\$500	Single unit residential fire
\$1,000	Multiple unit residential fire
\$250	Rubbish fire in an authorized or screened container requiring extinguishment
\$500	Rubbish fire in other than authorized or screened container whether or not fire service is required
\$1,000	Train fire
\$1,000	Commercial truck or other commercial unit fire

#### MEDICAL CHARGES

- In multi-vehicle accidents, each vehicle owner will be charged the full fee, except in the event of extrication.
- The charges are for first responder/EMS services through the local fire department
- If an ambulance is required, charges will be administered by the responding ambulance service

\$500	Fire department medical assistance to motor vehicle not requiring extrication or special equipment
\$1,000	Fire department medical assistance to motor vehicle with extrication or specialized equipment
\$500	Fire department response to a medical emergency to other than a private residence
\$200	Fire department personnel and/or first responder to a motor vehicle not requiring emergency medical services being performed on owner, occupant or pedestrian
No Charge	Fire department response to a medical emergency at a township private residence or for a township resident within township boundaries

#### MISCELLANEOUS CHARGES

\$250	Mechanically generated false alarm (first time)
\$500	Mechanically generated false alarm (second time within a year)
\$750	Mechanically generated false alarm (third time within a year)
\$1,000	All subsequent false alarms from the same location within one year
\$1,000	Hazardous Materials Response (in addition to actual time and materials cost)
\$250	Power lines down, gas problems, etc.
10%	Late Fee

### PLANNING & ZONING FEES

#### PERMITS

\$115	Industrial/Commercial Development Permits
\$65	Residential Development Permit
\$65	Industrial/Commercial Sign Permit
\$35	Residential Sign Permit

---

## WATERTOWN CHARTER TOWNSHIP SCHEDULE OF FEES

---

\$50	Home Occupation
\$150	Commercial/Industrial Demolition Permit
\$100	Residential Demolition Permit
\$100	Outdoor Assembly License Application

Building Permits: The value of construction used in the formula to determine the building permit cost will be established by the International Code formula that is updated every 6 months based on the average cost of construction nationally, or the cost included on the permit application, whichever is greater.

Mechanical Permits:	See Mechanical Permit Fee Application
Plumbing Permits:	See Plumbing Permit Application
Electrical Permits:	See Electrical Permit Application

### SITE PLAN REVIEW/SPECIAL LAND USE PERMITS

\$900	Site Plan Review w/SLU
\$450	Amendment to SPR w/SLU
\$900	Site Plan Review
\$450	Amendment to SPR
\$400	Special Land Use Permit
\$200	Amendment to SLU
\$200	Transfer of Special Land Use
\$900	SLU (PUD – Commercial & Rural)
\$300	Additional Site Plan Review Meeting
\$200	Preliminary Site Plan Review

### PLATS/LAND DIVISIONS

\$900	Preliminary Plat (\$900 + \$20 every lot over 10)
\$300	PPLT/FPPLT Extension
\$450	Final Plat
\$30	Final Plat – Recording fee made payable to Clinton County Register of Deeds
\$150	Final Plat – (\$150 + \$15/lot over 4) made payable to State of Michigan
\$100	Land Division (Metes & Bounds Parcel) (\$100 + \$20 every division over 2)
\$25	Plat Books
\$200	Division of Platted Lot

### REZONING/ZONING BOARD OF APPEALS/CONSTRUCTION BOARD OF APPEALS

\$750	Rezoning (REZ)/Text Amendment (\$750 + \$25 per acre, maximum \$1,000)
\$500	Zoning Board of Appeals or Construction Board of Appeals

### ADMINISTRATIVE

\$30	Purchase Zoning Ordinance
\$600	Special Meetings
\$25	Purchase Subdivision Ordinance
\$5	Zoning Map
\$30	Purchase Master Plan

---

## WATERTOWN CHARTER TOWNSHIP SCHEDULE OF FEES

---

### MISCELLANEOUS FEES

#### WATER

\$220	Water Hook Up – Existing Well
\$2,200	Water Hook Up – New

#### SEWER

\$3,500	Sewer Hook Up – Per Residential Equivalent Unit (REU)
\$70	Sewer Permit Fee
\$104	Quarterly Billing per REU
10%	Late Fee
\$10/quarter	Industrial Pretreatment Program (IPP) Charge – Commercial Users
\$40/quarter	Industrial Pretreatment Program (IPP) Charge – Industrial Users
\$100/quarter	Industrial Pretreatment Program (IPP) Charge – Significant Users
\$50	Disconnect Fee
\$50	Sewer Repair Permit Fee

#### NON-SUFFICIENT FUNDS CHARGE

\$35	Returned Checks and ACH Transactions
------	--------------------------------------

#### LOOKING GLASS VALLEY PARK & HERITAGE PARK RENTAL FEES

*Proper insurance documents must be provided before rental agreement is considered complete.*

Rental Pricing	\$35 partial day: 10am – 3pm or 4pm – dusk \$55 full day: 8am – dusk
Refundable Damage Deposit	\$50 (without alcohol) \$200 (with alcohol)
Non-Resident Fee	\$25

#### WALLACE F. WATT COMMUNITY CENTER (GYM) RENTAL FEES

*Proper insurance documents must be provided before rental agreement is considered complete.*

Rental Pricing	\$85 partial day: 8am – 4pm or 4pm – midnight <i>Partial day rentals are not available on Saturdays</i> \$210 full day: 8am – midnight \$20 – Hourly rental, first hour \$10 – Hourly rental, additional hour (up to 2 hours)
Refundable Damage Deposit	\$150 (without alcohol) \$300 (with alcohol)
Non-Resident Fee	\$50

<b>VENDOR LICENSING FEES</b>	\$10 for initial application. \$5 for renewal
------------------------------	---

<b>ADMINISTRATIVE</b>	\$800 Special Meeting of the Board of Trustees
-----------------------	--

---

## WATERTOWN CHARTER TOWNSHIP SCHEDULE OF FEES

---

### WACOUSTA CEMETERY FEES

#### PURCHASE OF BURIAL RIGHTS – GRAVE SPACE

\$600 per space	Resident
\$1,200 per space	Non-Resident

#### PURCHASE OF BURIAL RIGHTS – NICHE COLUMBARIUM

\$700 per niche Rows 1 & 2	Resident
\$600 per niche Rows 3 & 4	Resident
\$1,300 per niche Rows 1 & 2	Non-Resident
\$1,100 per niche Rows 3 & 4	Non-Resident

#### TRANSFER OF BURIAL RIGHTS

\$20 per space	Resident
\$50 per space	Non-Resident

#### GRAVE OPENINGS & BURIALS – WEEKDAYS UNTIL 3PM

\$675	Standard Vault	<i>\$865 Winter (11/1 to 4/1)</i>
\$250	Cremation	<i>\$320 Winter (11/1 to 4/1)</i>
\$300	Infant Burial	<i>\$385 Winter (11/1 to 4/1)</i>
\$150	Columbarium	<i>\$195 Winter (11/1 to 4/1)</i>

#### GRAVE OPENINGS & BURIALS – WEEKDAYS AFTER 3PM

\$875	Standard Vault	<i>\$1,125 Winter (11/1 to 4/1)</i>
\$375	Cremation	<i>\$415 Winter (11/1 to 4/1)</i>
\$390	Infant Burial	<i>\$500 Winter (11/1 to 4/1)</i>
\$200	Columbarium	<i>\$255 Winter (11/1 to 4/1)</i>

#### GRAVE OPENINGS & BURIALS – SATURDAYS UNTIL 3PM

\$1,200	Standard Vault	<i>\$1,550 Winter (11/1 to 4/1)</i>
\$500	Cremation	<i>\$575 Winter (11/1 to 4/1)</i>
\$550	Infant Burial	<i>\$700 Winter (11/1 to 4/1)</i>
\$350	Columbarium	<i>\$400 Winter (11/1 to 4/1)</i>

#### FOUNDATIONS

40¢ per square inch – Calculated on the base size of the monument plus 3-inch margins

#### DISINTERMENTS/RE-INTERMENTS

\$750	Disinterment of Standard Vault
\$1,000	Disinterment/Re-Interment Standard Vault (Both services same day)
\$450	Disinterment of Infant Vault
\$650	Disinterment/Re-Interment of Infant Vault (Both services same day)
\$300	Disinterment of cremains (not in a vault)
\$150	Disinterment of columbarium