



City of New Buffalo 2025 Fee Schedule

Licenses and Fees

Garage Sale License	\$1.00	Each
Pawnbrokers License	Varies	Each
Sexually Oriented Business License		
<i>Initial Fee (First Year total)</i>	\$100.00	Once
<i>Annual Fee</i>	\$50.00	Annual
<i>SOB Employee</i>	\$50.00	Once
<i>SOB Employee annual Fee</i>	\$25.00	Annual
Hawking & Peddling Application Fee	\$50.00	Annual
Vendor Fee		
<i>Seasonal Daily Rate (Memorial Day through Labor Day)</i>	\$15.00	Per Day
<i>Off-Season Daily Rate</i>	\$10.00	Per Day
Special Event Application Fee	\$100.00	
<i>*Additional Fees May Apply*</i>		

Business Licenses

Business Registration	\$35.00
City Administration Fee	\$100.00
Annual Inspection Fee	\$150.00
Late Registration	\$100.00
Unregistered Business	\$250.00
Complaint Inspection	\$200.00

Administrative Fees

Code of Ordinances	\$1.00	Per Page
Freedom of Information Request (FOIA)		Per Policy
Photocopy - Letter	\$1.00	Per Page
Photocopy - Legal	\$1.50	Per Page
Photocopy - Ledger	\$1.75	Per Page
Voter Registration List (emailed)		No Charge
Voter Registration List (printed/mailed)	\$1.00	Per Page
Non-sufficient funds (NSF) check	\$25.00	Each Occurrence
Notary	\$5.00	Per Stamp

Parks & Recreation Facilities and Programs

Boat Launch

Daily Rates for Michigan Residents with Boats Having Michigan Registrations		
Vessels 27' and under	\$10.00	
Vessels 27'1" and over	\$30.00	
Daily Rates for Non-Michigan Residents/Boats without Michigan Registrations		
Vessels 27' and under	\$20.00	
Vessels 27'1" and over	\$40.00	
Season Passes for Michigan Residents with Boats Having Michigan Registrations		
Vessels 27' and under	\$75.00	
Vessels 27'1" and over	\$100.00	
Season Passes for Non-Michigan Residents/Boats without Michigan Registrations		
Vessels 27' and under	\$100.00	
Vessels 27'1" and over	\$125.00	
Transient Marina	Varies	DNR website
Commercial Boat Launch 27' and over	\$50	
Commercial Boat Launch 27' and under	\$25	

Beach Parking - Full Day

From April 1 - October 1	\$20.00
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Beach Parking - 3-Hour

From April 1 - October 1	\$10.50
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Pavilion Rentals

Required Facility Rental Deposit - Refundable	\$100.00
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Lions Park Pavilion - Non Resident

Monday - Thursday (June through September)	\$80.00 (4 Hour Rental)	\$145.00 (8 Hour Rental)
Friday - Sunday (June through September)	\$150.00 (4 Hour Rental)	\$270.00 (8 Hour Rental)
Off-Season Rate (October through May)	\$50.00 (4 Hour Rental)	\$90.00 (8 Hour Rental)

Lions Park Pavilion - Resident

Monday - Thursday (June through September)	\$50.00 (4 Hour Rental)	\$75.00 (8 Hour Rental)
Friday - Sunday (June through September)	\$75.00 (4 Hour Rental)	\$115 (8 Hour Rental)
Off-Season Rate (October through May)	\$25.00 (4 Hour Rental)	\$40 (8 Hour Rental)

Oselka Park Pavilion Rental - Non Resident

Monday - Thursday (June through September)	\$150.00 (4 Hour Rental)	\$270.00 (8 Hour Rental)
Friday - Sunday (June through September)	\$200.00 (4 Hour Rental)	\$360.00 (8 Hour Rental)
Off-Season Rate (October through May)	\$50.00 (4 Hour Rental)	\$90.00 (8 Hour Rental)

Oselka Park Pavilion Rental - Resident

Monday - Thursday (June through September)	\$75.00 (4 Hour Rental)	\$115.00 (8 Hour Rental)
Friday - Sunday (June through September)	\$150.00 (4 Hour Rental)	\$225 (8 Hour Rental)
Off-Season Rate (October through May)	\$50.00 (4 Hour Rental)	\$75.00 (8 Hour Rental)

Public Safety - Police and Fire

Livescan Fingerprinting	\$95.00	Must bring requestor paperwork
Ink Fingerprinting	\$50.00	Must bring cards
Preliminary Breathalyzer Test	\$10.00	
LOCAL Parking Violation Fees		
Handicap Parking Violation	\$150.00	Per Incident
Fire Lane Parking Violation	\$150.00	Per Incident
3 Hour Violation	\$85.00	Reduced to \$15 if paid within 48 hours
Posted No Parking	\$85.00	Per Incident
Restricted Parking	\$85.00	
Failure to pay	\$85.00	

*Additional Fees May Apply

Public Works and Utilities

Rubbish

*Based on Contract

Water & Sewer

METER SIZE	2011/2012 WATER BUY-IN FEE	2011/2012 SEWER BUY-IN FEES	EQUIVALENT 5/8" METER	MONTHLY WATER READY TO SERVE CHARGE	MONTHLY SEWER READT TO SERVE CHARGE	WATER TAP-IN FEES	SEWER TAP-IN FEES
5/8"	\$ 991.00	\$ 2,935.00	1.0	\$16.47	\$63.42	\$2,000.00	\$2,118.52
3/4"	\$ 1,387.00	\$ 4,109.00	1.44	\$23.72	\$91.33	\$2,000.00	\$2,118.52
1"	\$ 2,478.00	\$ 7,338.00	2.56	\$42.00	\$162.36	\$2,000.00	\$2,118.52
1 1/2"	\$ 5,649.00	\$ 16,730.00	5.76	\$94.87	\$365.30	Time & Materials	\$2,118.52
2"	\$ 9,910.00	\$ 29,350.00	10.24	\$168.65	\$649.43	Time & Materials	\$2,118.52
3"	\$ 22,793.00	\$ 67,505.00	23.04	\$379.47	\$1,461.21	Time & Materials	\$2,118.52
4"	\$ 39,640.00	\$ 117,400.00	40.96	\$647.61	\$2,597.71	Time & Materials	\$2,118.52
6"	\$ 90,181.00	N/A	92.16	\$1,517.88	\$5,844.84	Time & Materials	\$2,118.52
8"	\$ 160,452.00	N/A	163.84	\$2,698.44	\$10,390.83	Time & Materials	\$2,118.52

Sewer Inspection Fee: \$79.00

Sewer Connection Fee: \$350.00

USAGE CHARGES FOR WATER AND SEWER

Water will be billed @ \$5.24 per 1,000 Gallons Consumed
Sewer will be billed @ \$10.40 per 1,000 Gallons Consumed

	SEWER R/S	SEWER FLAT	GB
1 month -	\$59.78	\$93.13	\$13.39
2 months -	\$119.56	\$186.26	\$26.78

Community Planning and Development Fees

Copies and Documentation

Code of Ordinances	\$1.00	Per Page
Photocopy - Letter	\$1.00	Per Page
Photocopy - Legal	\$1.50	Per Page
Photocopy - Ledger	\$1.75	Per Page
Master Plan Printed Copy	\$1.00	Per Page
Zoning Ordinance: Printed Copy	\$1.00	Per Page
Zoning Map: Printed Copy	\$1.00	Per Page

Fees Applicable to All Types of Projects

Non-sufficient funds (NSF) check	\$25.00	Each Occurrence
Un-permitted Work	\$75.00	Plus cost of permit

Zoning - Special Use and Variances

Zoning Permit Application	\$100.00
Site Plan Review 7 inspections	\$350.00

Assessing Fees

Lot Split/Division	\$175.00
Lot Combination	\$175.00

Special Land Use App

Rezoning Permit App	\$1,250.00
Site Plan Review	\$350.00
Street Vacation	\$1,250.00

Special Use:

Regular	\$600.00
Multi-family	\$750.00
Commercial	\$750.00

Variances:

Regular	\$1,250.00
Multi-family	\$1,250.00
Commercial	\$1,250.00

Plan Review Escrow Account	\$1,500.00
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Building Permit Fees

[See Building & Zoning Permit Fee Schedule](#)

5% Administrative Fee (Add 5% to total price)

Mechanical Permit Application Fees

[See Building & Zoning Permit Fee Schedule](#)

5% Administrative Fee (Add 5% to total price)

Electrical Permit Application Fees

[See Building & Zoning Permit Fee Schedule](#)

5% Administrative Fee (Add 5% to total price)

Plumbing Permit Application Fees

[See Building & Zoning Permit Fee Schedule](#)

5% Administrative Fee (Add 5% to total price)

Right-of-Way Permits

Excavation on Public Property (Road Cut)	\$300.00
Fire Inspection Fee	\$100.00
Telecomm ROW Fee	\$500.00
Cable ROW Fee	\$500.00

Soil Erosion Plan Fee

SOIL EROSION & SEDIMENTATION CONTROL FEES <small>Note: If construction or earth change is started without a permit or continues without a permit, total permit fee may be doubled and additional appropriate fines applied.</small>		MISCELLANEOUS FEES
SINGLE RESIDENTIAL UNIT (Including but not limited to additions, garages, pools & decks) PERMIT FEE W/INSPECTION: One Year - \$125.00; Two Year - \$225.00 ADDITIONS TO RESIDENTIAL STRUCTURE: \$100.00	INDUSTRIAL & COMMERCIAL DEVELOPMENT SMALL - LESS THAN 2 ACRES: PERMIT FEE W/INSPECTION: \$500.00 PLAN REVIEW FEE (if no stormwater review): \$200.00 MEDIUM - UP TO 4 ACRES: PERMIT FEE W/INSPECTION: \$1,000.00 PLAN REVIEW FEE (if no stormwater review): \$200.00 LARGE - OVER 4 ACRES: PERMIT FEE W/INSPECTION: \$500.00 Per Acre PLAN REVIEW FEE (if no stormwater review): \$200.00	STORMWATER REVIEW FEE: \$1,000.00 REQUIREMENT FOR NEW AND REDEVELOPMENTS (Fee includes: design concept review meeting, second review and approval, and on-site inspection of drainage system) EACH ADDITIONAL REVIEW MEETING: \$400.00 MAINTENANCE AGREEMENT RECORDING FEE: \$30.00
SEA WALLS AND RETAINING WALLS PERMIT FEE W/INSPECTION: NEW- \$250.00 REPAIRS TO EXISTING - \$125.00		APPLICATION FOR CONNECTION TO DRAIN: \$100.00 PER LOCATION Deposit Required: To be determined upon review of plans
CUT AND FILL \$125.00 - \$500.00 Size Dependant PONDS OR WATER IMPOUNDMENTS PERMIT FEE W/INSPECTION: \$175.00 1 ACRE OR LESS PLUS \$35.00 FOR EACH ADDITIONAL ACRE PLAN REVIEW FEE \$350.00		APPLICATION FOR ENCROACHMENT: \$300.00 Deposit Required: To be determined upon review of plans
RESIDENTIAL INFRA-STRUCTURE (Including but not limited to: subdivisions, mobile home parks, site condo development, planned unit developments) SMALL: 1 TO 10 LOTS/UNITS: PERMIT FEE W/INSPECTION: \$200.00 PLAN REVIEW FEE (if no stormwater review): \$200.00 MEDIUM: 11 TO 30 LOTS/UNITS: PERMIT FEE W/INSPECTION \$300.00 PLAN REVIEW FEE (if no stormwater review): \$200.00 LARGE: 31 & UP LOTS/UNITS: PERMIT FEE W/INSPECTION: \$400.00 PLAN REVIEW FEE (if no stormwater review): \$200.00	SERVICE & RECREATIONAL FACILITIES (Including but not limited to: schools, churches, parks, campgrounds, trails, rest areas) PERMIT FEE W/INSPECTION: \$250.00 PLAN REVIEW FEE (if no stormwater review): \$200.00	APPLICATION TO PERFORM WORK IN COUNTY DRAIN AND/OR COUNTY DRAIN EASEMENT: \$500.00 PER LOCATION Additional costs may be required
	TRANSPORTATION FACILITIES & UTILITIES (Including but not limited to: underground utilities and pipelines, cables, above ground major transmission cables) PERMIT FEE W/INSPECTION UP TO 1 MILE: \$1,000.00 Each additional 1 mile or fraction: \$100.00 PLAN REVIEW FEE: \$200.00	DRAIN PIPE SIZING: Project Dependant To be determined upon review of plans
	ACCESS DRIVES PERMIT FEE W/INSPECTION: \$175.00 PLAN REVIEW FEE: \$200.00 IF NO STORM WATER REVIEW	RELOCATION OF COUNTY DRAIN ENGINEERING AND LEGAL FEES: To be determined
		PLAT REVIEW FEE: \$1,000.00 20 lots or less Each additional lot over 20: \$50.00/per lot
		425 & 433 DRAIN TAKEOVER AGREEMENTS Fees to be determined by Drain Commissioner according to agreement terms

Nuisance Violations

Lot Mowing - Tall Grass Violation	
1st Offense	\$100.00 + Contractor Invoice Charge
2nd Offense	\$200.00 + Contractor Invoice Charge
3rd Offense	\$300.00 + Contractor Invoice Charge

Short Term Rental Fees

Registration Fee	\$75.00	
City Service Fee Homestead	\$300.00	
City Service Fee non-homestead	\$1,300.00	
Inspection Fee	\$200.00	
Late Registration Fee 1st Notice	\$100.00	
Late Registration Fee 2nd notice	\$200.00	
Unregistered Rental Fee 1st Notice	\$100.00	
Unregistered Rental Fee 2nd Notice	\$200.00	
1st Reinspection Fee	\$100.00	
2nd Reinspection Fee	\$200.00	
Complaint Inspection	\$200.00	
Enforcement Letter	\$100.00	
Posting unfit for occupancy	\$200.00	
Billable Inspector Court Time	\$90.00	Per Hour

Long Term Rental Fees

City Administration Fee \$100	\$100.00	
City Administration (Re-inspection) \$100	\$100.00	
Rental Registration (Certificate of Rental Compliance) \$75	\$75.00	
Annual Inspection (Certificate of Occupancy) \$60	\$60.00	Per unit + \$30 each additional unit
Late Registration \$100	\$100.00	
Unregistered Rental \$250	\$250.00	
Re-Inspection \$100	\$100.00	
Complaint Inspection \$200	\$200.00	
Enforcement Letter \$100	\$100.00	
Unfit for Occupancy Posting \$200	\$200.00	
Billable Court Time for Inspector \$90 per hour	\$90.00	Per Hour
Certificate of Rental Compliance (additional copy) \$10 each	\$10.00	Each
Renewal of expired LTR certificate (<30 days)	\$50	
Renewal of expired LTR certificate (31-60 days)	\$100	Plus re-registration application fee
Renewal of expired LTR certificate (>61 days)		Citation Issues