

**SUPERIOR CHARTER TOWNSHIP
FEES PERTAINING TO ZONING ORDINANCE**

**SUPERIOR CHARTER TOWNSHIP
Washtenaw County, Michigan**

**A Resolution to Amend Fees Pertaining to the
Superior Charter Township Zoning Ordinance
August 20, 2018
Resolution 2018-25**

WHEREAS, this Board is authorized by the Zoning Ordinance of the Charter Township of Superior to set fees by resolution for various matters arising in the course of administration of the Zoning Ordinance to defray the cost of processing and evaluating applications, permits and requests; and

WHEREAS, this Board has reviewed the fees previously in effect and has found that they are in need of revision; and

LET IT THEREFORE BE RESOLVED that the Charter Township of Superior, Washtenaw County, Michigan, does hereby correct the total amounts that were included in the fee schedule adopted on November 21, 2016 by resolution 2016-29, for

1. APPLICATION FEE REQUIRED

An application fee is required to cover the fixed costs and expenses incurred by the Township for processing of applications and other actions as applicable. These fees are used to cover costs such as 1) The cost of the Planning Commission meetings; 2) Mailing and publication of notices; 3) Maintain the accounting of and processing payments to professionals and consultants; 4) In-house staff time for review of plans, development agreements, performance guarantees, etc.

Application fees are non-refundable.

2. ESCROW ACCOUNT ESTABLISHED

An escrow fund shall be established whenever an application is submitted. Escrow funds are used to defray anticipated variable costs and expenses incurred by the Township where professional input, study or review is desired before a final decision is made. This includes the Township consultants' engineering, planning, legal reviews and other costs as appropriate. All escrow funds shall be deposited in a non-interest bearing account and are refundable if they are not used.

3. ADDITIONAL DEPOSITS TO ESCROW FUND REQUIRED

Whenever the escrow account falls below a specific level, the applicant will be notified in writing and requested to submit additional escrow. For projects that require a minimum escrow deposit of \$2,500, if the escrow falls below \$1,000, the applicant will be required to deposit a minimum of \$2,500. For projects at the engineering review stage or the construction inspection

**SUPERIOR CHARTER TOWNSHIP
FEES PERTAINING TO ZONING ORDINANCE**

stage, if the escrow falls below \$5,000, the applicant will be required to deposit \$5,000. If the deposit is not made in a timely manner, the Township may stop further reviews and Township work on the project until the requested deposit is made (See Superior Township Zoning Ordinance Section 1.12, B, 3, b). Any account balance remaining upon completion of the project and acceptance of the record plans will be returned to the applicant.

4. APPLICATION FEES AND MINIMUM ESCROW DEPOSITS REQUIRED

The following fees and minimum escrow deposits shall be paid by the petitioner to the Superior Charter Township Treasurer at the time of submittal of an application for each of the following. The Township may reduce or waive the escrow deposit and/or the application fee if it determines the project will require minimal review or application work.

Planning Commission Review	Escrow Deposit	Application Fee	Total
Area Plan/Rezoning for Special District*	\$5,000	\$900	\$5,900
Site Plan – Preliminary	\$5,000	\$900	\$5,900
Site Plan – Final	\$5,000	\$900	\$5,900
Site Plan – Revised	\$2,500	\$300	\$2,800
Major/Minor Change Determination by the PC	\$2,500	\$100	\$2,600
Minor Site Plan Review	\$2,500	\$300	\$2,800
Extension of Site Plan	\$1,000	\$100	\$1,100
Rezoning Petition, Other than a Special District	\$2,500	\$500	\$3,000
Conditional Use Permit	\$2,500	\$500	\$3,000
Additional Escrow When Required	Either \$2,500 or \$5,000	NA	\$2,500 or \$5,000

*Includes Major Change Amendments to previously approved Area Plans

Other Review Fees	Escrow Deposit	Application Fee	Total
Zoning reviews for new homes, additions, agricultural buildings, property divisions and re-descriptions.	\$2,500 if there is a need for consultant review	\$50	\$50 or \$2,550
Wetland Reviews (Single Family)	\$500	\$50	\$550

**SUPERIOR CHARTER TOWNSHIP
FEES PERTAINING TO ZONING ORDINANCE**

Other Review Fees	Escrow Deposit	Application Fee	Total
<p>Engineering Review: At the time of submittal of detailed construction plans, specifications, and detailed estimates of total costs of the proposed construction and improvements, the applicant shall make a deposit in the project escrow account.</p> <p>Residential</p> <p>Non-Residential</p>	<p>1 ½% of project cost plus \$1 per du</p> <p>1 ½ % of project cost plus \$1 per 1,500 s.f. of bldg. size</p>	<p>NA</p> <p>NA</p>	
Additional escrow when required for Engineering Review	\$5,000 minimum	NA	
<p>Engineering Inspection: The review escrow shall cover the costs of actual engineering inspection and any application engineering time incurred by the Township's engineers in association with the project.</p> <p>The extent of inspection and field engineering required may be determined by the Township's engineer based upon the contractor's performance and the applicant's engineering involvement. The costs associated with any field design changes, reviews, evaluations or interpretations of the plans due to discrepancies evolving from the construction operation shall be deducted from the inspection escrow accounts.</p>	Established by the Township Engineer.	NA	
Additional deposit to Engineering Inspection escrow account	\$5,000 minimum	NA	

**SUPERIOR CHARTER TOWNSHIP
FEES PERTAINING TO ZONING ORDINANCE**

Other Review Fees	Escrow Deposit	Application Fee	Total
Zoning Board of Appeals Petition Single-Family Dwelling	NA	\$175	\$175
Zoning Board of Appeals Petition All Other Appeals	NA	\$500	\$500
Zoning Board of Appeals escrow when determined review is required by the Planner, Engineer, Attorney, or other consultants.	Minimum \$1,000	NA	Minimum \$1,000
Special Meeting of the Township Board. (If the meeting cannot be held the fee shall be refunded).	NA	\$600	\$600
Special Meeting of the Planning Commission (If the meeting cannot be held the fee shall be refunded).	NA	\$750	\$750
Pre-Application meeting with Township Planner (One Hour)	NA	\$250	\$250
Pre-Application meeting with Township Engineer (One Hour)	NA	\$250	\$250

5. TOWNSHIP ADMINISTRATION

The Township shall maintain accurate accounting records of all funds received and all funds expended. Upon request by the applicant, the Township shall provide a statement of all funds received and expended.

6. PUBLICATION AND EFFECTIVE DATES

This resolution and fee schedule shall become effective immediately upon publication in MLive's Ann Arbor edition, aka, the Ann Arbor News, a newspaper of general circulation within the Township on 2018.

CERTIFICATION

I, Lynette Findley, the duly qualified Clerk of the Charter Township of Superior, Washtenaw County, Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted at a regular meeting of the Superior Charter Township Board held on August 20, 2018 and that public notices of said meeting were given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended.

Lynette Findley, Clerk
Superior Township