

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND SECTIONS 110-171, 110-172, 110-201, 110-203, 110-204, 110-206, 110-371, 110-372, 110-373, 110-374, 110-375, 110-376, 110-437, 110-438 AND 110-439 OF CHAPTER 110, FEES, OF THE CODE OF ORDINANCES OF THE CITY OF ROCHESTER HILLS, OAKLAND COUNTY, MICHIGAN, TO MODIFY AND SUPPLEMENT FEES CHARGED FOR VARIOUS CITY SERVICES, AND TO REPEAL CONFLICTING ORDINANCES.

THE CITY OF ROCHESTER HILLS ORDAINS:

Section 1. Section 110-171 and 110-172 of Chapter 110 of the Code of Ordinances of the City of Rochester Hills shall be amended as follows:

**Sec. 110-171. - Subdivision plan and plat reviews.**

Fees for the review of preliminary and final plats and open space plans and the other requirement of article III of chapter 122, such as the cost of street trees, shall be calculated to defray the administration, planning, engineering and legal expenses incurred thereby. All fees and charges must be paid at the time indicated in this article. The fees shall be as follows for the following departments and reviews:

(1) *Building department.*

a. Charge for each review, ~~\$8590~~.00 per hour.

1. Minimum escrow deposit prior to review, ~~\$250300~~.00.

(2) *Department of public services.*

a. Prepreliminary: minimum fee of \$800.00 up to ten acres plus \$75.00 per acre or fraction thereof up to a maximum fee of \$2,500.00.

b. Tentative-preliminary: minimum fee of \$950.00 up to ten acres plus \$95.00 per acre or fraction thereof up to a maximum fee of \$3,500.00.

c. Final-preliminary: minimum fee of \$500.00 up to ten acres plus \$45.00 per acre or fraction thereof up to a maximum fee of \$1,800.00.

d. Final plat: minimum fee of \$1,800.00 plus \$95.00 per acre or fraction thereof.

(3) *Planning department.*

a. Concept review:

1. First meeting: no fee.

2. Second and each additional meeting: ~~\$250300~~.00.

b. Tentative-preliminary:

1. Regular plan: \$900.00 plus \$10.00 per lot.

2. Open space option: an additional \$500.00.

c. Final-preliminary: \$600.00 plus \$10.00 per lot.

d. Final plat: \$600.00 plus \$10.00 per lot.

e. Internal review, consultation and/or field inspection:

1. If service(s) conducted by city staff, service shall be charged at a rate of ~~\$8590~~.00 per hour.

2. If outside consultants are employed to conduct planning reviews, consultations and/or inspections, the fee will be equivalent to the city's cost for such consultant services.



3. If consultant-engineering personnel are used to conduct construction reviews, consultations, and/or inspections, the fees will be equivalent to the city's cost for such consultant services, plus a 20-percent administrative fee.

4. *Escrow for services fees.* There shall be an escrow account established for review, consultation, and inspection fees before work is commenced based on the construction contract amount according to the following schedule:

Construction Contract Amount	Percentage Amount of Deposit	Minimum Fee
Up to \$50,000.00	10	\$2,300.00
\$50,000.00 to \$100,000.00	7	5,000.00
Over \$100,000.00	5	7,000.00

(4) *Administrative charges.* An administrative charge shall be added to such fees or deposits as prescribed in this section as set forth in [section 110-205](#).

Section 2. Section 110-201, 110-203, 110-204 and 110-206 of Chapter 110 of the Code of Ordinances of the City of Rochester Hills shall be amended as follows:

**Sec. 110-201. - Building department.**

There shall be charges for and an escrow deposit made at the time of application for preliminary plan review for one-family residential detached condominiums, as provided in article IV of [chapter 122](#), in an amount determined necessary by the planning department to pay for the cost of plan review by the city building department. The minimum escrow deposit shall be ~~\$250300.00~~. The city building department shall charge ~~\$8590.00~~ per hour for its review.

**Sec. 110-203. - Public services department; ~~city engineer.~~**

The fees for the public services department ~~and city engineer~~ related to one-family residential detached condominiums shall be as follows:

- (1) Preliminary plan: minimum of \$950.00 up to ten acres plus \$95.00 per acre for each acre in excess of ten acres. The maximum charge shall be \$3,500.00.
- (2) Final plan: minimum of \$500.00 up to ten acres plus \$45.00 per acre for each acre in excess of ten acres. The maximum charge shall be \$1,800.00.
- (3) Master deed and exhibits: minimum of \$700.00 up to ten acres plus \$35.00 per acre (no maximum).
- (4) ~~Charge for steep Steep slope analysis, if applicable per hour. Charge will be applied to platted and unplatted parcels in accordance with section 138-1082. Department of public services, \$8590.00 per hour.~~

**Sec. 110-204. - Planning department.**

Planning department fees for one-family residential detached condominiums shall be as follows:

- (1) Preliminary plan: \$900.00 plus \$10.00 per building site.

- (2) Final plan: \$600.00 plus \$10.00 per building site.
- (3) Internal review, consultation and/or field inspection:
  - a. If service(s) conducted by city staff, service shall be charged at a rate of ~~\$8590.00~~ per hour.
  - b. If outside consultants are employed to conduct planning reviews, consultations and/or inspections, the fee will be equivalent to the city's cost for such consultant services.
  - ~~c. Charge for steep slope analysis; if applicable. Charge will be applied to platted and unplatted parcels in accordance with section 138-1082, planning department, \$75.00 per hour.~~
  - ~~d.c.~~ A down payment or escrow account may be required to cover anticipated services.
- ~~(4)~~ Required On-Site Public Hearing Notice Sign to be installed by the City, if applicable.  
\$500.00.
- ~~(4)~~(5) In addition, there shall be a charge of 50 percent of the full review fee for the third and each subsequent review.

**Sec. 110-206. - Condominiums.**

Fire department review (per hour) ~~\$8590.00~~ (two one-hour minimum).

Section 3. Section 110-371, 110-372, 110-373, 110-374, 110-375, and 110-376 of Chapter 110 of the Code of Ordinances of the City of Rochester Hills shall be amended as follows:

**Sec. 110-371. - Building department.**

The fees for building department reviews and inspections pursuant to article III of chapter 130 pertaining to unplatted land development shall be as follows:

- (1) Escrow deposit (site plan and plats): ~~.....\$250300.00.~~
- (2) Assessment for each review, per hour: ~~..... 85\$90.00.~~
- (3) Steep slope analysis, per hour: ~~.....85\$90.00.~~

**Sec. 110-372. - Department of public services.**

The fees for department of public services reviews and inspections pursuant to article III of chapter 130 pertaining to unplatted land development shall be as follows:

- (1) *Site plans.*
  - a. Up to ten acres: ~~.....\$1,100.00.~~
  - b. Over ten acres: ~~.....\$1,100.00~~ plus \$90.00 per acre or fraction thereof over ten acres.
  - c. Steep slope analysis, per hour: ~~.....85\$90.00.~~

(2) *Construction plan review fee.* The review fee shall be based on the estimate, as determined by the department of public services, of the projected construction costs for retention/detention facilities, public or private roads, water mains, sanitary sewers, storm sewers and pathways. Charges for the first two reviews shall be based on the dollar amount of work to be done according to the following schedule:

<b>Construction Costs</b>	<b>Percentage</b>	<b>Minimum Fee</b>
\$0.00 to \$50,000.00	3.75	\$ 750.00
\$50,000.00 to \$100,000.00	3.25	2,200.00
\$100,000.00 to \$1,000,000.00	1.75	3,750.00
Over \$1,000,000.00	1.25	18,750.00

In addition, there shall be an hourly surcharge for the third and each subsequent review, as set forth in subsection (4) of this section.

- a. If consultant engineering personnel are used to conduct construction plan review, one-quarter percent of the fee will be retained by the city.

(3) *Off-site improvements.* Charges for review shall be based on the dollar amount of the work to be done, according to the above schedule.

(4) *Construction engineering services.* Construction engineering services fees shall be as follows:

- a. Review, consultation, inspection fees.
  - 1. Per-hour charge, \$~~85~~90.00.
  - 2. There shall be a minimum four-hour charge for cancellations without prior notification to the city of \$~~300~~360.00.

If consultant engineering personnel are employed to conduct construction consultations, and/or inspections, the fees will be equivalent to the city's cost for such consultant employment plus a 20 percent city administrative fee.

- b. *Escrow for services fees.* There shall be an escrow account established for review, consultation, and inspection fees before work is commenced based on the construction contract amount according to the following schedule:

<b>Construction Contract Amount</b>	<b>Percentage Amount of Deposit</b>	<b>Minimum Fee</b>
Up to \$50,000.00	10	\$2,300.00
\$50,000.00 to \$100,000.00	7	5,000.00
Over \$100,000.00	5	7,000.00

- c. *Private road escrow deposit.* For private roads, there shall be an escrow deposit made based on the cost of grading, gravel, paving, curbing, shoulders and ditching according to the above schedule.
- d. *Administrative charges.* Twenty percent of the sum of the fees or escrow deposits, as set forth in this subsection shall be added to such fees or deposits as an engineering administrative fee; however, such fee shall not be less than \$100.00.

**Sec. 110-373. - Planning department.**

The fees for planning department reviews and inspections pursuant to article III of chapter 130 pertaining to unplatted land development shall be as follows:

(1) Site plans.

- a. Administrative review, ~~;~~ \$750.00.
- b. Multifamily or cluster and ~~mobile home parks~~ manufactured housing park, ~~;~~ \$1,000.00 plus \$18.00 per unit.
- c. Nonresidential, ~~;~~ \$1,500.00 plus \$75.00 per acre.
- ~~e.d.~~ Required On-Site Public Hearing Notice Sign to be installed by the City, if applicable. \$500.00.
- ~~d.e.~~ If service(s) conducted by city staff, service shall be charged at the rate of ~~\$8590.00~~ per hour.
- ~~e.f.~~ In addition, there shall be a charge of 50 percent of the full review fee for the third and each subsequent review.

(2) ~~Special/Conditional land~~ uses, \$1,000.00.

- a. Required On-Site Public Hearing Notice Sign to be installed by the City, \$500.00.
- ~~a.b.~~ In addition, there shall be a charge of 50 percent of the full review fee for the third and each subsequent review.

(3) Extensions of approval (site plans and plats);

- a. Administrative approval, ~~;~~ \$250.00.
- b. Planning commission or city council approval, ~~;~~ \$500.00 per meeting.

(4) Landscape plan review.

- a. Internal review, consultation and/or field inspection:
  1. If service(s) conducted by city staff, service shall be charged at a rate of ~~\$8590.00~~ per hour.
  2. If outside consultants are employed to conduct planning reviews, consultations and/or inspections, the fee will be equivalent to the city's cost for such consultant services.

**eb.** Landscape planting inspection fee. Landscape plan construction costs should be submitted to the city and include an itemized cost list for plant materials and mulch. Sod, fill dirt, topsoil, finished grading, and irrigation systems should not be included. All such estimates are subject to review and approval by the planning department. Revised landscape planting plans shall require the resubmittal of the landscape plan and recalculation of estimated planting costs. Additional review fees may be required for subsequent resubmittal of plans.

Landscape Planting Costs	Percentage	Minimum Fee
\$0.00 to \$4,999.00		\$500.00
\$5,000.00 and greater*	3.00	\$500.00
* 3 percent of amount greater than \$5,000.00 is in addition to minimum fee of \$500.00		

In addition, all inspections fees must be paid prior to issuance of a building permit.

- (5) Brownfield Redevelopment Plan review fee, ~~;~~ \$2,500.00 minimum to begin review process.
- (6) For work not covered in the scale in this section, the rate of charge shall be the actual cost to the city for the service, plus an administrative fee of 20 percent, with a minimum charge of \$100.00.
- (7) For additions to existing facilities the per acre fee shall not apply.
- ~~(8) Charge for steep slope analysis, if applicable. Charge will be applied to platted and unplatted parcels in accordance with section 138-1082.~~

**Sec. 110-374. - Legal documents review.**

The fees for legal documents review pursuant to article III of chapter 130 pertaining to unplatted land development shall be as follows:

- (1) For the legal review of deeds, easements, restrictive covenants, maintenance agreements, or other legal documents, the applicant shall be charged a fee corresponding to the city's cost for legal services.

**Sec. 110-375. - City administrative charges.**

City administrative charges for reviews and inspections pursuant to article III of chapter 130 pertaining to unplatted land development shall be 20 percent of the total or \$100.00 minimum.

**Sec. 110-376. - Fire department.**

The charge for each review by the fire department shall be \$~~750~~90.00 per hour.

Section 4. Section 110-437, 110-438 and 110-439 of Chapter 110 of the Code of Ordinances of the City of Rochester Hills shall be amended as follows:

**Sec. 110-437. - Zoning board of appeals filing fees.**

Zoning board of appeals filing fees ~~as provided in section 138-108~~ shall be as follows:

- (1) Variance, interpretation or appeals of decision requests regarding alterations, modifications, additions or accessory buildings for existing single-family residence, \$500.00.
- (2) All other variance, interpretation, appeals of decision or approval requests, \$1,000.00.

**Sec. 110-438. - Zoning ordinance text and map changes.**

The fees for zoning ordinance text and map changes as provided in section 138—~~1.2007~~ shall be as follows:

- (1) Text amendment requests.
  - a. If service(s) conducted by city staff, service shall be charged at a rate of ~~\$8590.00~~ per hour.
- (2) Map rezoning requests, \$1,000.00.
  - a. Required On-Site Public Hearing Notice Sign to be installed by the City, \$500.00.
  - ~~a.b.~~In addition, there shall be a charge of 50 percent of the full review fee for the third and each subsequent review.

**Sec. 110-439. - Zoning verification or compliance review.**

The fees for a zoning verification review or zoning compliance review shall be as follows (per address requested):

- (1) Zoning verification, ~~.....~~\$-50.00
- (2) Zoning compliance, ~~.....~~\$300.00
- (3) Additional research required to provide information other than that included in a zoning verification or zoning compliance review shall be billed hourly at ~~\$7590.00~~ per hour.

Section 2. Severability. This ordinance and each article, section, subsection, paragraph, subparagraph, part, provision, sentence, word and portion thereof are hereby declared to be severable, and if they or any of them are declared to be invalid or unenforceable for any reason by a court of competent jurisdiction, it is hereby provided that the remainder of this ordinance shall not be affected thereby.

Section 3. Repeal, Effective Date, Adoption.

(1) Repeal. All regulatory provisions contained in other City ordinances, which are inconsistent with the provisions of this ordinance, are hereby repealed.

(2) Effective Date. This ordinance shall become effective on \_\_\_\_\_, following its publication in the *Oakland Press* on \_\_\_\_\_, 2024.

(3) Adoption. This ordinance was adopted by the City Council of the City of Rochester Hills at a meeting thereof held on \_\_\_\_\_, 2024.

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Bryan K. Barnett, Mayor  
City of Rochester Hills



CERTIFICATE

I HEREBY CERTIFY THAT THE FOREGOING ORDINANCE WAS ADOPTED BY THE CITY COUNCIL OF THE CITY OF ROCHESTER HILLS AT A MEETING THEREOF ON \_\_\_\_\_, 2024.

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Leanne Scott, Clerk  
City of Rochester Hills