



NOTICE:

ROMULUS CITY COUNCIL

PUBLIC HEARING

Monday, May 12, 2025

The Romulus City Council will hold a Special Meeting – Public Hearing on **Monday, May 12, 2025 at 6:30 p.m.** in the Romulus City Hall Council Chambers located at 11111 Wayne Road, Romulus, MI 48174 to hear objections and/or comments to the proposed 2025/26 FY Budget for the City of Romulus as set forth in Section 9.3 of the Romulus City Charter.

The Special Meeting-Public Hearing Agenda is as follows:

1. **Roll Call**
2. **Agenda**
3. **Discussion: City of Romulus 2025/26 FY Budget – Romulus City Charter Ch. 9, Sec 9.3**
4. **Public Comment**
5. **Adjournment**

Ellen L. Craig-Bragg, City Clerk
City of Romulus

This notice is posted in compliance with PA 228 of 2020 as amended from PA 267 of 1976 (Open Meetings Act), MCL 15.263a et. seq., and the Americans with Disabilities Act. (ADA).

THIS IS A OPEN SESSION MEETING

Instructions for Persons with Disabilities

Persons with disabilities who need accommodations to participate in the meeting effectively should contact the City Clerk or send an email by 12:00 p.m. the day of the meeting to request assistance at:

Ellen L. Craig-Bragg, City Clerk, 11111 Wayne Rd., Romulus, MI 48174, (734) 942-7540,
clerk@romulusgov.com



City Council Special Meeting

Public Hearing Agenda

May 12, 2025

6:30 PM

1. Roll Call
2. Agenda - Motion to accept Public Hearing Agenda
3. Public Hearing Discussion: City of Romulus 2025-26 FY Budget per Romulus City Charter Ch. 9, Sec 9.3
4. Public Comment
5. Adjournment - Motion to adjourn the Public Hearing



MEMORANDUM

To: Honorable City Council

From: Ellen L. Craig-Bragg, City Clerk

Cc: D'Sjonaun Hockenhull, Deputy City Clerk

Date: May 8, 2025

Re: Special Meetings

There are two (2) special meetings scheduled for Monday, May 12, 2025:

1. 6:15pm	Closed Session	Attorney Opinion
2. 6:30pm	Public Hearing	FY 25/26 City Budgets

MEMORANDUM

DATE: March 31, 2025

TO: Honorable City Council,
Honorable Mayor Robert A. McCraight
Ellen L. Craig-Bragg, Clerk
Stacy A. Paige, Treasurer

FROM: Maria Farris, Finance Director
Gary Harris, Assistant Finance Director

RE: Preliminary Budget – FY2025/26

Enclosed for your review is the Fiscal Year 2025/2026 Preliminary Budget prepared for the City of Romulus.

As a reminder, the Council budget study sessions are scheduled for April 14, 2025, and April 28, 2025, from 6:00 p.m. - 7:15 p.m. On April 14, 2025, Patty Braden, the Romulus Library Director, will be presenting the library's portion of the budget. Also included is the FY25/26 Preliminary budget that was provided by the 34th District Court. On April 14, 2025, the 34th District Court's financial representatives will be there to present and answer any questions related to the 34th District Court's budget.

City Department Heads will be present on April 28, 2025, a study session to answer questions related to their respective budgets and/or department operations.

The public hearing is scheduled for May 12, 2025, at 6:30 p.m. with official adoption and tax levy authorization on May 27th, 2025, at the regular Council meeting. The FY25/26 Budget becomes effective July 1, 2025.

If you should have any questions or require additional information, please feel free to contact myself or the Assistant Finance Director, Gary Harris. We would be happy to address your specific concerns by e-mail at mfarris@romulusgov.com or gharris@romulusgov.com.

CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: ANIMAL CONTROL

Ordinance Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
CO 6-154	Impound		
	1st pick-up + \$10/day \$20/Day	\$ 25.00	\$ 50.00
	2nd pick-up + \$15/day \$20/Day	\$ 30.00	\$ 75.00
	3rd pick-up + \$20/Day	\$ 75.00	\$ 100.00
	Owner Surrender (NEW FEE)		\$ 150.00
CO 6-64	Kennel Inspections - Percentage of pay - Lic Referrals		
	Private Kennels (Residential) 4-5 dogs - 4 months or older	\$ 50.00	\$ 100.00
	Commercial Kennels (6 dogs or more) Requires special land use approval (See Zoning Ordinance Sec 3	\$ 100.00	\$ 150.00
	Euthanasia \$4.00 per lb. per animal	\$4.00 / lb	\$4.00 / lb
CO 6-154	Adoption- (\$35.00 \$50.00 for residents and \$50.00 \$75.00 non-residents) \$15.00 \$35.00 Cats (\$5 \$15 Cats / \$10 \$25 Dogs when the shelter reaches excessive levels.)		
CO 6-158(5)	Spayed/Neuterdeposit returned after surgery	\$ 50.00	\$ 50.00
ANIMAL LICENSE			
CO 6-131	Residents:		
	Unsexed- 1 YR-License	\$ 5.00	\$ 8.00
	Unsexed- 2 YR-License	\$ 7.00	\$ 10.00
	Unsexed- 3 YR License	\$ 10.00	\$ 12.00
	Intact- 1YR License	\$ 10.00	\$ 12.00
	Intact-2 YR License	\$ 15.00	\$ 18.00
	Intact- 3YR License	\$ 18.00	\$ 20.00
CO 6-131	Senior Citizens:		
	Unsexed- 1 YR-License	\$ 1.50	\$ 3.00
	Unsexed- 2 YR-License	\$ 2.50	\$ 5.00
	Unsexed- 3 YR License	\$ 4.00	\$ 7.00
	Intact- 1YR License	\$ 3.50	\$ 5.00
	Intact-2YR License	\$ 6.00	\$ 8.00
	Intact-3YR License	\$ 7.50	\$ 10.00
CO 6-131	Late Fees:		
	Penalty after MARCH 1ST per dog	\$ 10.00	\$ 10.00

CO = Code of Ordinances
ZO = Zoning Ordinance

R = Resolution

CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: ASSESSOR

Ordinance Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
MCL 211.27b	Property Transfer Affidavit Late Fee per day/ up to \$200.00 /classed residential	\$ 5.00	\$ 5.00
MCL 211.27b	Property Transfer Affidavit Late Fee per day/ up to \$1,000.00 /classed commercial & industrial	\$ 20.00	\$ 20.00
	Database exports		
CO 54-185	Application Fees - Land Division Combination Residential		
	1 Parcel Created	\$ 200.00	\$ 200.00
	2 Parcels Created	\$ 400.00	\$ 400.00
	3 Parcels Created	\$ 600.00	\$ 600.00
	4 Parcels created	\$ 800.00	\$ 800.00
	Each Additional Parcel	\$ 200.00	\$ 200.00
CO 54-185	Application Fees - Land Division Combination Non Residential		
	1 Parcel Created	\$ 225.00	\$ 225.00
	2 Parcels Created	\$ 450.00	\$ 450.00
	3 Parcels Created	\$ 675.00	\$ 675.00
	4 Parcels created	\$ 900.00	\$ 900.00
	Each Additional Parcel	\$ 225.00	\$ 225.00
MBC 501.2	New Address Assignment		
	* Michigan Building Code	\$ 25.00	\$ 25.00
CO 54-185	Condominium and Subdivison Mapping Fees - \$45.00/unit created	\$45.00/unit	\$45.00/unit

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CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: BUILDING

Ordinance Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
	Permit fee for work conducted at City owned properties may be waived by the Building Official		
	Permit fee for gas fired generator may be waived by the Building Official upon doctor authorization for medical reasons		
ZO 21.09	Building permit fee as follows:		
	Administrative Fee	\$ 50.00	\$ 55.00
	Each \$1,000 cost of improvement or fraction thereof	\$ 15.00	\$ 15.00
	Foundation Permit	\$ 135.00	Bldg Per Fee
	Parking lots capped at \$200 (millings & capping only) plus admin fee		
ZO 21.09 CO 22-22	Fire Dept. Inspection Fee added to commercial/industrial permits when applicable as follows:		
	1.00 - 10,000 sq. ft.	\$ 160.00	\$ 160.00
	10,001 - 25,000 sq. ft.	\$ 185.00	\$ 185.00
	25,001 - 100,000 sq. ft.	\$ 240.00	\$ 240.00
	100,001 - 125,000 sq. ft.	\$ 500.00	\$ 500.00
	125,001 - 150,000 sq. ft.	\$ 765.00	\$ 765.00
	151,001 - 175,000 sq. ft.	\$ 1,025.00	\$ 1,025.00
	175,001 - 200,000 sq. ft.	\$ 1,290.00	\$ 1,290.00
	Additional .01 for each square foot over 200,000 sq. ft.	\$ 0.01	\$ 0.01
ZO 21.09	City Certification of Occupancy Inspection: City Cert fees include initial write up and final inspection		
	Residential (single-family, multiple-family, hotels, etc.)	\$ 210.00	\$ 210.00
	Each additional unit	\$ 55.00	\$ 55.00
	Fire Dept.: includes all residential over 2 family-hotels, apartments, condo/Loft Developments etc.	\$95.00+ \$6.00 per room	\$95.00+ \$6.00 per room

CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: BUILDING

Ordinance Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
	Commercial (includes Fire Dept. inspection fee of \$95.00)	\$ 430.00	\$ 430.00
	Industrial (includes Fire Dept. inspection fee of \$95.00)	\$ 500.00	\$ 500.00
	Fee if additional city certification inspection is required for Bldg, Elec, Mech & Plbg Inspection	\$ 50.00	\$ 100.00
	Letter to close & temporary certificate of occupancy processing fee	\$ 50.00	\$ 50.00
CO 28-86	License Referral Fee	\$ 300.00	\$ 300.00
ZO 21.09	Demolition:		
	Under 10,000 sq. ft. (Open Hole and Final Inspection)	\$ 125.00	\$ 125.00
	10,000 sq. ft. and over (Open Hole and Final Inspection)	\$ 185.00	\$ 185.00
	Additional Inspection Fee	\$ 50.00	\$ 50.00
	Mobile Home Trailer Set-Up	\$ 120.00	\$ 120.00
CO 48-10	Sign permit (Plan Review Fee Required):		
	Administrative Fee	\$ 50.00	\$ 55.00
	Permit fee	\$ 65.00	\$ 65.00
ZO 21.09	Swimming Pools:		
	Above Ground	Bldg Per Fee	Bldg Per Fee
	Below Ground	Bldg Per Fee	Bldg Per Fee
ZO 21.09	Zoning Permits (fences; comm/ind sheds not exceeding 120 sq. ft.; residential. sheds not exceeding 200 sq. ft.; sidewalks and driveways; agricultural bldgs.; awnings/fixed canopies)	Bldg Per Fee	Bldg Per Fee
ZO 21.09 / CO 22-22	Plan Review Fee (new single-family residences, new/additions/ alterations of com/ind const, signs) First 3,000,000 of construction cost x .0013, remainder of construction cost x .0005 (Minimum Plan Review Fee \$100.00); electrical, mechanical, plumbing & fire plan review fee: 25% of building plan review fee (minimum fee for trades is \$50.00) NOTE: Fire Department review fee to include residential over 2 family, hotels, apts., condo developments, etc.	Fire plan review-25% of Bldg plan review	Fire plan review-25% of Bldg plan review

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CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: BUILDING

Ordinance Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
ZO 21.09	Residential Site Grade Review Fee	\$ 135.00	\$ 135.00
CO 16-5	Soil Removing & Filling (Earth Moving):		
	First Acre	\$200.00	\$200.00
	Each Additional Acre	\$50.00	\$50.00
ZO 21.09	Inspection fee for moving of buildings:		
	Residential dwelling moved within the City (accessory building on same site included)	\$ 135.00	\$ 135.00
	Accessory building moved into the City	\$ 135.00	\$ 135.00
	Residential dwelling moved into the City (accessory building on same site included) + mileage per IRS Standard Mileage Rates	\$ 225.00	\$ 225.00
ZO 21.09	Recall/Reinspection Fee (administrative fee not required)	\$ 50.00	\$ 100.00
ZO 21.09	Permit Renewal (administrative fee not required)	\$ 50.00	\$ 100.00
ZO 21.09	Special Inspection i.e. home occupation, complaints, fire repair, etc.	\$ 100.00	\$ 100.00
ZO 21.09	Building Registration Fee	\$ 26.00	\$ 26.00
ZO 21.09	Refunds -City will retain administrative fee (permit fee refund only if inspection has not been made). Starting work prior to securing a permit will result in a double fee.		
CO Chap. VIII Art. VII, Div 2, Sec 8-221-	Vacant & Abandoned Structures (Adopted 6/5/17, Res. 17-174)		
	Abandoned Structure Registration/admin fee, 6 month mininum	\$ 200.00	\$ 300.00
	Late fee	\$ 25.00	\$ 50.00
CO Chap VIII Article VIII Sec 8-238 -	Registration & Inspection of Rental Properties (adopted 11/6/2017, Res 17-385)		
	Registration/inspection/Admin fee	\$ 150.00	\$ 200.00

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CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: BUILDING

Ordinance Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
8-249	Registration/Admin fee, if registering at time of applying for City Certificate of Occupancy Inspection	\$ 210.00	\$ 55.00
	Each additional unit fee (multi-family apartments)	\$ 50.00	\$ 50.00
ELECTRICAL PERMITS			
Permit fee for work conducted at City owned properties may be waived by the Building Official			
CO 8-62	Administrative Fee	\$ 50.00	\$ 55.00
CO 8-62	Circuits -120 volt (non-motorized)	\$ 10.00	\$ 10.00
	220 volt (electric stove, electric dryer, etc.)	\$ 20.00	\$ 20.00
CO 8-62	Connections (Above ground swimming pool, Air conditioner, Dishwasher, Furnace, Garbage Disposal, Exhaust Fan, Hood Fan, Pool/Hot Tub)	\$ 25.00	\$ 25.00
CO 8-62	Feeders/Conduit/Bus:		
	First 100 ft.	\$ 30.00	\$ 30.00
	Each additional 100 ft.	\$ 15.00	\$ 15.00
CO 8-62	Lighting Fixtures (each 25)	\$ 25.00	\$ 25.00
CO 8-62	Motors/Transformers:		
	1/4 hp, kw or kva to 10 - first unit	\$ 25.00	\$ 25.00
	Each additional unit	\$ 5.00	\$ 5.00
	11 to 30 hp - first unit	\$ 30.00	\$ 30.00
	Each additional unit	\$ 15.00	\$ 15.00
CO 8-62	30 to 50 hp - first unit	\$ 40.00	\$ 40.00
	Each additional unit	\$ 20.00	\$ 20.00
	Over 50 hp - first unit	\$ 60.00	\$ 60.00

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2025-2026 FEE SCHEDULE

Department: BUILDING

Ordinance Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
	Each additional unit	\$ 25.00	\$ 25.00
	Outdoor meter cabinet	\$ 45.00	\$ 45.00
CO 8-62	Service/Sub-Panel (sub-service):		
	100 amp service/sub-panel	\$ 50.00	\$ 50.00
	101-400 amp service/sub-panel	\$ 75.00	\$ 75.00
	Over 400 amp service/sub-panel	\$ 125.00	\$ 125.00
CO 8-62	Sub-service to Accessory Building:		
	30-60 amp	\$ 60.00	\$ 60.00
	Over 60 amp	\$ 100.00	\$ 100.00
CO 8-62	Smoke Detectors:		
CO 22-22	First 5 units	\$ 30.00	\$ 30.00
	Each additional 4 units	\$ 5.00	\$ 5.00
	Sump Pump	\$ 25.00	\$ 25.00
CO 8-62	Signs:		
	Sign Circuit Tag Connection	\$ 40.00	\$ 40.00
	Each additional sign connection	\$ 10.00	\$ 10.00
CO 8-62	Inspection - Carnival/Circus	\$ 75.00	\$ 75.00
CO 8-62	Inspection - Generator (Permit fee may be waived by the Building Official upon doctor authorization for medical reason)	\$ 75.00	\$ 75.00
ZO 21.09	Inspection - Rough	\$ 45.00	\$ 45.00
	Special Inspection i.e. complaints, fire repair, etc.	\$ 75.00	\$ 75.00

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CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: BUILDING

Ordinance Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
	City Cert Repair Permit-minor repairs (administrative fee not required)	\$ 70.00	\$ 70.00
	Recall Fee/Reinspection Fee (administrative fee not required)	\$ 50.00	\$ 100.00
	Permit Renewal Fee (administrative fee not required)	\$ 50.00	\$ 100.00
	Electrical Registration Fee	\$ 26.00	\$ 26.00
	Refunds - City will retain administrative fee (permit fee refund only if inspection has not been made). Starting work prior to securing a permit shall result in a double fee		
Mechanical Permits			
Permit fee for work conducted at City owned properties may be waived by the Building Official			
ZO 21.09	Administrative Fee	\$ 50.00	\$ 55.00
ZO 21.09	Boiler:		
	First 200,000 BTU	\$ 75.00	\$ 75.00
	Each additional 100,000 BTU	\$ 15.00	\$ 15.00
ZO 21.09	Chimney, Chimney Liner, Fireplace Chimney, Wood Burning Stove	\$ 65.00	\$ 65.00
ZO 21.09	Conversion System: gas-oil, oil-gas		
	First 200,000 BTU	\$ 70.00	\$ 70.00
	Each additional 100,000 BTU	\$ 15.00	\$ 15.00
ZO 21.09	Ductwork, Sheet Metal Piping:		
	First 40 ft.	\$ 70.00	\$ 70.00
	Each additional 10 ft.	\$ 15.00	\$ 15.00
ZO 21.09	Fire Damper	\$ 35.00	\$ 35.00
ZO 21.09	Exhaust Hood	\$ 70.00	\$ 70.00

CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: BUILDING

Ordinance Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
ZO 21.09	Grease Duct	\$ 70.00	\$ 70.00
ZO 21.09	Exhaust Fan - 1,000 cfm or less	\$ 35.00	\$ 35.00
	Over 1,000 cfm	\$ 85.00	\$ 85.00
ZO 21.09	Generator (gas fired) - Permit fee may be waived by the Building Official upon doctor authorization for medical reason	\$ 70.00	\$ 70.00
ZO 21.09	Gas Pressure Test:		
	Residential	\$ 60.00	\$ 60.00
	Commercial/Industrial	\$ 85.00	\$ 85.00
ZO 21.09	Hot Water and Steam Distribution:		
	0" to 2" - First 40'	\$ 61.00	\$ 61.00
	Each additional 10'	\$ 15.00	\$ 15.00
	Over 2 1/4" to 4" - First 40'	\$ 70.00	\$ 70.00
	Each additional 10'	\$ 15.00	\$ 15.00
	Over 4 1/4" and over - First 40'	\$ 105.00	\$ 105.00
	Each additional 10'	\$ 15.00	\$ 15.00
ZO 21.09	Humidifier	\$ 35.00	\$ 35.00
ZO 21.09	New Systems: Warm Air Furnace, Electric Unit Heater, Infrared, Temporary:		
	First 200,000 BTU	\$ 60.00	\$ 60.00
	Each additional 100,000 BTU	\$ 15.00	\$ 15.00
	Air Handler	\$ 45.00	\$ 45.00
ZO 21.09	Refrigeration Units - Self Contained System:		

CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: **BUILDING**

Ordinance Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
	Evaporator Coil	\$ 35.00	\$ 35.00
	5 hp or less	\$ 70.00	\$ 70.00
	Over 5 hp to 50 hp	\$ 105.00	\$ 105.00
	Over 50 hp	\$ 165.00	\$ 165.00
	Spray Booth	\$ 70.00	\$ 70.00
	Water Heater (replacement only)	\$ 45.00	\$ 45.00
ZO 21.09	Inspection - Rough (more than one rough inspection)	\$ 45.00	\$ 45.00
ZO 21.09	Special Inspection i.e. complaints, fire repair, etc.	\$ 75.00	\$ 75.00
ZO 21.09	Recall Fee/Reinspection Fee (administrative fee not required)	\$ 50.00	\$ 100.00
ZO 21.09	Permit Renewal Fee (administrative fee not required)	\$ 50.00	\$ 100.00
MCL 338.983	Mechanical Registration Fee	\$ 15.00	\$ 15.00
	Refunds - City will retain administrative fee (permit fee refund only if inspection has not been made). Starting work prior to securing a permit will result in a double fee		

PLUMBING PERMIT			
Permit fee for work conducted at City owned properties may be waived by the Building Official			
ZO 21.09	Administrative Fee	\$ 50.00	\$ 55.00
ZO 21.09	Air Admittance Valves	\$ 15.00	\$ 15.00
ZO 21.09	Air Conditioning Units/Drainage	\$ 15.00	\$ 15.00
ZO 21.09	Back Flow Preventers (all types)	\$ 15.00	\$ 15.00
ZO 21.09	Bathtub/Shower Liners (all)	\$ 15.00	\$ 15.00
ZO 21.09	Building Sewer to Drain Connections (each)	\$ 15.00	\$ 15.00
ZO 21.09	Catch Basins	\$ 15.00	\$ 15.00

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CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: **BUILDING**

Ordinance Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
ZO 21.09	Dishwashing Machine	\$ 15.00	\$ 15.00
ZO 21.09	Drain Tile (new construction)	\$ 15.00	\$ 15.00
ZO 21.09	Drain Tile (subsoil, inside drains, with or without sump pump) existing structures	\$ 90.00	\$ 90.00
ZO 21.09	Drinking Fountains	\$ 15.00	\$ 15.00
ZO 21.09	Floor drains (each)	\$ 15.00	\$ 15.00
ZO 21.09	Fountain (other)	\$ 15.00	\$ 15.00
ZO 21.09	Garbage Disposal	\$ 15.00	\$ 15.00
ZO 21.09	Hose Bibbs	\$ 15.00	\$ 15.00
ZO 21.09	Humidifiers	\$ 15.00	\$ 15.00
ZO 21.09	Ice Makers	\$ 15.00	\$ 15.00
ZO 21.09	Laundry Trays	\$ 15.00	\$ 15.00
ZO 21.09	Lavatories	\$ 15.00	\$ 15.00
ZO 21.09	Pump or Water Lift	\$ 15.00	\$ 15.00
ZO 21.09	Shower Traps	\$ 15.00	\$ 15.00
ZO 21.09	Sinks (any description)	\$ 15.00	\$ 15.00
ZO 21.09	Stacks (new & alterations)	\$ 15.00	\$ 15.00
ZO 21.09	Stand Pipes	\$ 15.00	\$ 15.00
ZO 21.09	Sump Pump (new construction)	\$ 15.00	\$ 15.00
ZO 21.09	Trap Primers	\$ 15.00	\$ 15.00
ZO 21.09	Urinals	\$ 15.00	\$ 15.00
ZO 21.09	Washing Machines	\$ 15.00	\$ 15.00
ZO 21.09	Water Closets	\$ 15.00	\$ 15.00
ZO 21.09	Water Heaters	\$ 45.00	\$ 45.00

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2025-2026 FEE SCHEDULE

Department: BUILDING

Ordinance Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
ZO 21.09	Water Treatment Devices	\$ 15.00	\$ 15.00
ZO 21.09	Other Fixtures Not Listed	\$ 15.00	\$ 15.00
ZO 21.09	Water Distribution:		
	3/4" Service	\$ 15.00	\$ 15.00
	1" Service	\$ 25.00	\$ 25.00
	1 1/4" Service	\$ 30.00	\$ 30.00
	1 1/2" Service	\$ 40.00	\$ 40.00
	2" Service	\$ 60.00	\$ 60.00
	3" Service	\$ 90.00	\$ 90.00
	4" Service	\$ 120.00	\$ 120.00
	Over 4" Service	\$ 145.00	\$ 145.00
ZO 21.09	Inspection - Rough (more than one rough inspection)	\$ 45.00	\$ 45.00
ZO 21.09	Inspection - Underground	\$ 45.00	\$ 45.00
ZO 21.09	Permit Renewal Fee	\$ 50.00	\$ 100.00
ZO 21.09	Recall/Reinspection Fee (administrative fee not required)	\$ 50.00	\$ 100.00
ZO 21.09	Special Inspection i.e. complaints, fire repair, etc.	\$ 75.00	\$ 75.00
ZO 21.09	Commercial Automatic Washing Machines:		
	First Unit	\$ 50.00	\$ 50.00
	Each additional unit	\$ 15.00	\$ 15.00
MCL 338.3551	Plumbing Registration Fee	\$ 15.00	\$ 15.00
	Refunds - City will retain administrative fee (permit fee refund only if inspection has not been made). Starting work prior to securing a permit will result in a double fee		

CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: CLERK

Ordinance Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
	Copy charges (Per Page / Sheet)		
	Black & White / Color		
	8 1/2 x 11 letter size (Double-sided)	\$ 0.10	\$ 0.10
	8 1/2 x 13 legal size		
	11 x 17 ledger size		
	Blue prints / Site Plans (24x36) per page (black and white)	\$ 5.00	\$ 5.00
	Color Photograph / Map		
	8 1/2 x 11 per size	\$ 0.10	\$ 0.10
	11 x 17	\$ 0.25	\$ 0.25
	Blue prints / Site Plan (24x36) per page (Color)	\$ 7.00	\$ 7.00
Resolution	FOIA - Copy charges + Empl hourly rate as mandated by State FOIA policy law.		
	City Charter (per booklet)	\$ 10.00	\$ 10.00
Resolution	Notary Public Service - Signature & Seal (per document)		
	Resident	\$ 5.00	\$ 5.00
	Non-Resident	\$ 10.00	\$ 10.00
	Tax Abatement		
	To Establish District	\$ 500.00	\$ 500.00
	Tax Abatement Admin and Processing Fee - (Publishing in Newspaper; Public Hearing; Notices to property owners in district, State, County, Schools, e.g.)	\$ 1,000.00	\$ 1,000.00
CO 52-1	Street and Alley Vacations - Administrative fee	\$ 200.00	\$ 200.00
CO 50-1	Special Assessment Districts - Administrative fee (Publishing in Notice in Newspaper; Notices to property owners in district, e.g.)		\$ 200.00
CO 30-69	Liquor Licence - On-Premise New License Fee (Non-refundable application fee for each type of new on-prem)	\$ 500.00	\$ 500.00
	Class C (Beer, Wine, Sprits)		

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CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: **CLERK**

Ordinance Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
	Class A Hotel (Beer, Wine)		
	Class B Hotel (Beer, Wine, Spirits)		
	Tavern License (Beer, Wine)		
	Club License (Beer, Wine Spirits)		
	Resort License (Beer, Wine, Spirits)		
	Airline License (Beer, Wine, Spirits)		
CO 30-69	Transfer of each on-premise license	\$ 200.00	\$ 200.00
CO 30-69	Off-Premise License Fee (Non-refundable application fee for each type of new <u>off-premise</u> license)	\$ 250.00	\$ 250.00
	Specially Designated Merchants (SDM), (Beer, Wine)		
	Specially Designated Distributor (SDD) (Spirits)		
CO 30-69	Transfer of each off-premise license	\$ 150.00	\$ 150.00
	Stockholder Fee - (Addition or Deletion)	\$ 100.00	\$ 100.00
	Each existing liquor licensee who applies to add, or add and drop a stockholder resulting in investigation by Romulus Police Dept. in accordance with the requirements of the Michigan Liquor Control Commission shall pay a non-refundable fee of \$100 for each person who must be investigated.		
Business License / Registration			
CO 30-69	New Business Registration /Application	\$ 150.00	\$ 150.00
CO 30-69	Renewals / General Business Registration	\$ 75.00	\$ 75.00
	Apartments/Stores/Gas Stations/Restaurants/Manufacturing/Industrial/Warehousing/Hotels/Car Sales/Rentals		
	Trucking/Cell Towers/Billboards/Bars/Auto Sales, Service & Repair/Financial Institutions, Flea Markets/etc		
	Animal Shelters (See Kennel)		
CO 58-324	Auto Dismantling / Wrecking	\$ 75.00	\$ 75.00
	Used Auto Parts Dealer (Bond - \$5,000.00)		
	Vehicle Dismantling Wrecking Yard (Bond - \$10,000.00)		
CO 4-171	Dancers and Entertainers Initial Registration (fee includes background check costs)	\$ 280.00	\$ 320.00
	Administration \$115 + Notary Fee \$5 = \$120.00		

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CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: CLERK

Ordinance Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
	Ordinance - Application Fee \$100, Fingerprint \$50, Background Check \$50 = \$200.00		
	** 2nd Registration Location \$75 Registration at Clerk's Office	\$ 75.00	\$ 75.00
CO 22-134	Fireworks Sales - License (Adminstrtive Review Committee (ARC) review approval required)	\$ 500.00	\$ 500.00
	A permittee shall furnish a bond or display liability insurance in an amount of not less than \$2,000,000.00		
CO 46-116	Garage / Yard Sale Permit (3 days - limited to 3 times per year)	\$ 5.00	\$ 5.00
CO 6-27 ZO 11.15 (d)	Kennel License - Commercial (Business License Registration required) - All kennels, stables and pet shops shall comply with the minimum standards set forth by the zoning ordinances of the city.	\$ 25.00	\$ 25.00
CO 46-179	Peddlers and Solicitors (Licenses may be issued for not to exceed three (3) months in any 12 month period.)		
	Each Additional Peddler	\$ 10.00	\$ 10.00
	Weekly	\$ 15.00	\$ 15.00
	Monthly	\$ 25.00	\$ 25.00
	Replacement Peddlers/Solicitors License (lost, soiled or destroyed)	\$ 5.00	\$ 5.00
	Surety Bond	\$ 1,000.00	\$ 1,000.00
R 23-086	Portable Food Service Truck License (New & Renewal)	\$ 275.00	\$ 275.00
	12 Month License - \$175		
	Fire Inspection - Permit Fee - \$100		
R 23-086	Portable Food ServiceTruck License w/Inspection under Western Wayne Consortium Agreement (New & Annual Renewal)	\$ 175.00	\$ 175.00
R 23-217	Property Owners Food Truck/Vendor Site Inspection (One time fee)	\$ 100.00	\$ 100.00
	Temporary Use Permit (Adminstrtive Review Committee (ARC) review approval required)	\$ 75.00	\$ 75.00
	Late Fees on Business Registration & Renewals:		
	(Payment 30 days past due - Past-due notice mailed to business owner)		
	(Payment 60 days past due - \$35.00 late fee applied to balance due)	\$ 35.00	\$ 35.00
	(Payment 90 days past due - \$45.00 late fee applied to balance due)	\$ 45.00	\$ 45.00
R 21-087	Honorary Street Sign Application Fee (Only 5 per year on a first come-first served basis)	\$ 25.00	\$ 25.00
CO 52-85	Special Event/Block Party Application & Permit	\$ 25.00	\$ 25.00

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CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: CLERK

Ordinance Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
	ELECTION		
	Registered Voter List (Per page)	\$ 0.10	\$ 0.10
	Voter List by Precinct / Election Year	\$ 0.10	\$ 0.10
	Absent Voter List	\$ 0.10	\$ 0.10
	Labels (per sheet)	\$ 0.28	\$ 0.28
	Precinct Map (24' x 36')		
	Black/White w/ Street Index	\$ 5.00	\$ 5.00
	Color w/ with Street Index	\$ 10.00	\$ 10.00
	USB	\$ 5.00	\$ 5.00
	Email	\$ -	\$ -
	CEMETERY		
CO 2-418	Plot Price		
	Single - Resident	\$ 500.00	\$ 750.00
	Single - Non-Resident	\$ 1,000.00	\$ 1,000.00
CO 2-418	Interment - Opening & Closing - (No Interments on Sundays or Holidays)		
	Weekdays - before 3pm	\$ 850.00	\$ 1,000.00
	Weekdays - after 3pm	\$ 1,050.00	\$ 1,200.00
	Saturdays	\$ 1,050.00	\$ 1,200.00
CO 2-418	Babies - Interment		
	Weekdays - before 3pm	\$ 500.00	\$ 650.00
	Weekdays - after 3pm	\$ 700.00	\$ 850.00
	Saturdays	\$ 700.00	\$ 850.00
CO 2-418	Cremations - Interment		
	Weekdays - before 3pm	\$ 250.00	\$ 400.00
	Weekdays - after 3pm	\$ 500.00	\$ 650.00
	Saturdays	\$ 500.00	\$ 650.00

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CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: DEPARTMENT OF PUBLIC WORKS

Ordinance Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
CO 62-399	Inspections Escrows		
	15% of the construction cost of a site development		
CO 62-361	Water and Sewer Charges - Taps and Inspections - Subject to change with actual meter cost		
R 24-272	1" Water Tap	\$ 4,911.00	\$ 4,911.00
R 24-272	1 1/2' Water Tap	\$ 6,061.00	\$ 6,061.00
R 24-272	2' Water Tap	\$ 7,247.00	\$ 7,247.00
	1" Sewer Tap	\$ 2,920.00	\$ 2,920.00
	1 1/2' Sewer Tap	\$ 4,390.00	\$ 4,390.00
	2' Sewer Tap	\$ 6,500.00	\$ 6,500.00
	Domestic Water Line Repair Inspection	\$ 270.00	\$ 270.00
	Domestic Water Line Repair Inspection carry over overtime after 4:00 pm and on weekends	actual cost	actual cost
	Domestic Sewer Line Repair Inspection	\$ 270.00	\$ 270.00
	Domestic Sewer Line Repair Inspection carry over overtime after 4:00 pm and on weekends	actual cost	actual cost
	Driveway Approach and Sidewalk Inspections		
CO 52-20	Residential	\$ 50.00	\$ 50.00
	Re-inspection fee (Remove - Added below)	\$ 50.00	\$ 50.00
CO 52-20	Commercial	\$ 100.00	\$ 100.00
	Re-inspection fee	\$ 50.00	\$ 50.00
CO 62-365 (a)(7)	Hydrant Meter/deposit plus charge for water/sewer used	See Water & Sewer rate schedule	See Water & Sewer rate schedule
	Illegal hydrant use	\$ 500.00	\$ 500.00
	Special Haul Permit		
	Per move	\$ 35.00	\$ 35.00
	Semi-annual	\$ 250.00	\$ 250.00
	Yearly	\$ 450.00	\$ 450.00
	Sump Line Inspection + admin fee (\$35.00)	\$ 270.00	\$ 270.00
	Right-of-way Inspection for sump line	\$ 50.00	\$ 50.00

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CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: DEPARTMENT OF PUBLIC WORKS			
Ordinance Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
	Cemetery - Temporary Grave Marker		
	First Marker	Complimentary	Complimentary
	Replacement Markers - per marker	\$ 50.00	\$ 50.00
	Dump Permit - (Effective 3 years (7/1/15 - 6/30/18) @ \$.09 materials + \$4.57 labor = \$15) RFP 14/15-20 Solid Waste Contract - Waste Management 7/1/15 - 6/30/25 Residential Dumping Permit Fees. Up for evaluation in 2018. (Adopted 6-26-17, Resolution #17-210) these dates need changed based on file information	\$ 18.00	\$ 18.00
	Hydrant Flow Test	\$ 125.00	\$ 150.00
	Fire Suppression System Test Flush - cost to be determined at time of flush based on estimated water use.		
	Review Fees and Inspection Fees for residential construction		
	Plot Plan Review	\$ 50.00	\$ 50.00
	Final Grade Inspection	\$ 50.00	\$ 50.00
	Wayne County Recording fee plus cost of document	\$ 50.00	\$ 50.00
	Recall/Reinspection Fee (for anything)	\$ 50.00	\$ 50.00
	ADMIN FEE		
	Total DPW Admin Fees	\$ 70.00	\$ 70.00

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CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: FINANCE

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CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: FIRE

Ordinance/ Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
BUILDING			
When work for which a permit is required is commenced prior to the obtaining of a permit, the permit applicant will be required to pay \$100 plus a double permit fee. The double fee requirements shall be applicable to all permits of the department as noted herein.			
CO 22-22 ZO 21.09	BUILDING PLAN REVIEW	25% of Plan Review fees collected by the Building Dept. for commercial and industrial projects when Fire Dept. is required to perform a plan review.	25% of Plan Review fees collected by the Building Dept. for commercial and industrial projects when Fire Dept. is required to perform a plan review.
	Includes all residential over 2 family - Hotels, Apartments, Condo / Loft Developments, etc		
	New Building Plan Review - Initial		
	Plan Review - Addition / Remodel		
	Plan Review - Rack / Storage		
CO 22-22 ZO 21.09	BUILDING PERMITS COMMERCIAL AND INDUSTRIAL		
	Permit includes initial inspection & one re-inspection		
	Fees are calculated by square foot and collected by the Building Department with building permit		
	1 - 10,000	\$ 160.00	\$ 175.00
	10,001 - 25,000	\$ 185.00	\$ 200.00
	25,001 - 100,000	\$ 240.00	\$ 260.00
	100,001 - 125,000	\$ 500.00	\$ 500.00
	125,001 - 150,000	\$ 765.00	\$ 765.00
	151,000 - 175,000	\$ 1,025.00	\$ 1,025.00
	175,001 - 200,000	\$ 1,290.00	\$ 1,290.00
	Additional .01 for each square foot over 100,000	\$ 0.01	\$ 0.01
	Non-Compliance Inspections - Any inspection after initial and first re-inspection		
	Non-Compliance Inspection during normal working hours - Hourly rate per person with one hour	\$ 105.00	\$ 105.00
	Non-Compliance Inspection during non-working hours - Hourly rate per person with one hour	\$ 160.00	\$ 160.00

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CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: FIRE

Ordinance/ Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
ZO 21.09	CITY CERT INSPECTION INITIAL		
	Permit includes initial inspection & one re-inspection	\$ 95.00	\$ 105.00
	Non-Compliance Inspections - Any inspection after initial and first re-inspection		
	Non-Compliance Inspection during normal working hours - Hourly rate per person with one hour	\$ 105.00	\$ 105.00
	Non-Compliance Inspection during non-working hours - Hourly rate per person with one hour	\$ 160.00	\$ 160.00
	Includes all residential over 2 family - Hotels, Apartments, Condo / Loft Developments, etc	Base + \$6.00 per room	Base + \$6.00 per room
CO 22-22	FIRE SUPPRESSION PERMIT		
	Some plan reviews will require third party review at the Fire Departments discretion. The Contractor will be responsible for these fees along with the Fire Department's Test Fees, and administration fee of 10% of department cost. The Contractor will be provided with a rough estimate and will be required to sign off on the estimate prior to the plans being sent out for review.		
	Administrative Fee	\$ 50.00	\$ 50.00
	Review Sprinkler System New / Addition / Replacement - Per System - Base Fee	\$ 135.00	\$ 200.00
	Witness Underground Flush Test	\$ 75.00	\$ 75.00
	Plus Each Head	\$ 2.00	\$ 2.00
	Plus Fire Pump	\$ 265.00	\$ 265.00
	Plus Each Hose Connection	\$ 15.00	\$ 15.00
	Plus Any Additional / Other System / Equipment	\$ 95.00	\$ 95.00
	Review Spray booth Plan	\$ 105.00	\$ 105.00
	Review UL 300 Hood Suppression	\$ 105.00	\$ 105.00
	Review Standpipe System	\$ 135.00	\$ 135.00

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2025-2026 FEE SCHEDULE

Department: FIRE

Ordinance/ Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
CO 22-22	TESTING / INSPECTION SPRINKLER HYDRO-TEST PER SYSTEM	\$ 175.00	\$ 175.00
	Hourly Rate for Chief Code Official Applicable for Inspection / Testing of extra large, Special Hazard or Specialty Systems requiring extended on-site time will be billed per hour.	\$ 105.00	\$ 105.00
	UL 300 Puff Test	\$ 105.00	\$ 105.00
	Rough Pipe Inspection Only	\$ 105.00	\$ 105.00
	Spray booth Acceptance Test	\$ 105.00	\$ 105.00
	Visual Inspection Only	\$ 125.00	\$ 125.00
	Non-Compliance Inspections - Any inspection after initial and first re-inspection		
	Non-Compliance Inspection during normal working hours - Hourly rate per person with one hour	\$ 105.00	\$ 105.00
CO 22-22	Non-Compliance Inspection during non-working hours - Hourly rate per person with one hour	\$ 160.00	\$ 160.00
	Mechanical or Specialty License Fire Suppression Contractor Registration Fee	\$ 15.00	\$ 15.00
	FIRE ALARM PERMIT		
	Some plan reviews will require third party at the Fire Departments discretion. The Contractor will be responsible for these fees along with the Fire Department's Test Fees, and administration fee of 10% of department cost. The Contractor will be provided with a rough estimate and will be required to sign off on the estimate prior to the plans being sent out for review.		
	Review		
	Administrative Fee	\$ 50.00	\$ 50.00
	Base Fee	\$ 105.00	\$ 150.00
	Alarm Control Panel	\$ 95.00	\$ 95.00
	Central Station Connection	\$ 50.00	\$ 50.00

CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: FIRE

Ordinance/ Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
	First Initiating Device	\$ 27.00	\$ 27.00
	Each Additional Device	\$ 15.00	\$ 15.00
	First Auxiliary Control Device	\$ 27.00	\$ 27.00
	Each Additional Device	\$ 15.00	\$ 15.00
	First Audio-Visual Device	\$ 27.00	\$ 27.00
	Each Additional Device	\$ 15.00	\$ 15.00
	First Communication Device	\$ 27.00	\$ 27.00
	Each Additional Device	\$ 15.00	\$ 15.00
	Other System / Equipment	\$ 95.00	\$ 95.00
	Inspection / Test - Fee includes initial inspection and one re-inspection		
	Per System Inspection / Test - Small	\$ 160.00	\$ 160.00
	Per System Inspection / Test - Medium	\$ 290.00	\$ 290.00
	Per System Inspection / Test - Large	\$ 550.00	\$ 550.00
	Per System Inspection / Test - Extra Large	\$ 1,250.00	\$ 1,250.00
	Non-Compliance Inspection / Test - Any inspection / test after initial and first re-inspection / test		
CO 22-22	Non-Compliance Inspection / test - normal working hours - Hourly rate per person with one hour	\$ 105.00	\$ 105.00
	Non-Compliance Inspection / test - non-working hours - Hourly rate per person with one hour	\$ 160.00	\$ 160.00
	Electrical or Specialty License Fire Alarm Registration Fee	\$ 26.00	\$ 26.00
	ABOVE GROUND STORAGE TANK PERMIT - INCLUDES INSPECTION		
CO 22-22	Above Ground Storage Tank - Fuel < 1,100 gallons	\$ 125.00	\$ 125.00
CO 22-22	Above Ground Storage Tank - Waste Oil Any Size	\$ 125.00	\$ 125.00
	GENERATOR INSTALLATION PERMIT - INCLUDES INSPECTION	\$ 105.00	\$ 105.00

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2025-2026 FEE SCHEDULE

Department: FIRE

Ordinance/ Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
	FIRST RESPONDER RADIO COMMUNICATION SYSTEM PERMIT		
	Review - Base Fee - Includes two hour review time	\$ 210.00	\$ 210.00
CO 22-22	Review - Additional hours over the two hours included in the base fee billed per hour	\$ 105.00	\$ 105.00
	Inspection Fee - Based on estimate of time submitted by installer or Chief bill per hour with a	\$ 105.00	\$ 105.00
CO 22-22	AGRICULTURAL / RECREATIONAL BURN PERMIT		
	Agricultural Burn Permit - Includes on-site visual of planned burn	\$ 55.00	\$ 55.00
	TEMPORARY FIRE LANE PARKING PERMIT		
	Special Consideration Parking Permit - Includes on site evaluation of requested perm	\$ 27.00	\$ 27.00
	EXPIRED PERMIT RENEWAL	\$ 50.00	\$ 50.00
	FOOD TRUCK / MOBILE FOOD TRAILER PERMIT	\$ 100.00	\$ 100.00
	ALTERNATIVE MATERIALS & METHODS REQUEST - Hourly rate per person with one hour mi	\$ 100.00	\$ 100.00
FIRE DEPARTMENT SAFETY AND PREVENTION			
ZO 21.09 CO 22-22	BUSINESS PERIODIC FIRE SAFETY INSPECTIONS		
	Periodic Fire Safety Inspection includes initial inspection & one re-inspection		
	Small Retail / Auto Parts / Convenience Store / Small Office	\$ 35.00	\$ 50.00
	Medium / Large Retail / Grocery / General Business	\$ 63.00	\$ 75.00
	Gas Stations / Parking Lots	\$ 50.00	\$ 50.00
	Truck Stops	\$ 63.00	\$ 75.00
	Restaurant / Bar / Banquet Facility	\$ 55.00	\$ 60.00
	Warehouse / Manufacturing / Freight Forwarding - Up to 11,000 square feet	\$ 160.00	\$ 160.00
	Additional Charge up to 50,000 square feet	\$ 60.00	\$ 60.00
	Additional Charge over 50,000 square feet	\$ 190.00	\$ 190.00
	Plus High Hazard Facility Fee	\$ 160.00	\$ 160.00

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2025-2026 FEE SCHEDULE

Department: FIRE

Ordinance/ Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
	Hotel Inspections		
	Less than 150 rooms	\$ 160.00	\$ 160.00
	151 - 250 rooms	\$ 220.00	\$ 220.00
	251 + rooms	\$ 350.00	\$ 350.00
	Apartment / Housing Per Building with Common Area, Fee Per Building	\$ 35.00	\$ 35.00
	Third Party Inspection Deficiency Reporting		
	Inspection for non-compliance of fire alarm system after written notification	\$ 80.00	\$ 80.00
	Inspection for non-compliance of fire suppression system after written notification	\$ 80.00	\$ 80.00
	Non-Compliance Inspections - Any inspection after initial and one re-inspection		
	First Non-Compliance Inspection	\$ 25.00	\$ 30.00
	Second Non-Compliance Inspection	\$ 50.00	\$ 55.00
	Third Non-Compliance Inspection	\$ 75.00	\$ 80.00
	Every Additional Non-Compliance Inspection after Third Non-Compliance Inspection	\$ 100.00	\$ 100.00
	OTHER FIRE PREVENTION CHARGES		
	Occupancy Loads Calculated	\$ 105.00	\$ 105.00
	Special Inspection Request		
	Inspection during normal working hours - Hourly rate per person with one hour minimum	\$ 105.00	\$ 105.00
	Inspection during non-working hours - Hourly rate per person with one hour minimum	\$ 160.00	\$ 160.00
	Carnival / Fair Inspection Per Hour	\$ 105.00	\$ 105.00
	Fireworks Inspections	STATE FUNDED	STATE FUNDED
	Storage of Seized Fireworks and Disposal	Actual Costs + 10% Administrative fee	Actual Costs + 10% Administrative fee
	Fire Watch Services	Actual Costs + 10% Administrative fee	Actual Costs + 10% Administrative fee

CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: FIRE

Ordinance/ Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
CO 36-30	NUISANCE ALARMS (Per Calendar Year January 1st through December 31st.)		
	Administrative Fee Per Transaction	\$ 10.00	\$ 10.00
	First Alarm	Warning Letter	Warning Letter
	Second Alarm	\$ 100.00	\$ 100.00
	Third Alarm	\$ 200.00	\$ 200.00
	Fourth Alarm	\$ 300.00	\$ 300.00
	Fifth and Subsequent	\$ 400.00	\$ 400.00
EMS TRAINING SERVICES			
	Adult Basic First Aid / AED / CPR Class (Per Students / Includes Materials)	\$ 75.00	\$ 75.00
	Add Child / Infant BLS / First Aid (Per Student)	\$ 50.00	\$ 50.00
	Recertification (Per Student)	\$ 50.00	\$ 50.00
FIRE/INCIDENT REPORTS			
	Regular Mail USPS	\$ 10.00	\$ 10.00
	E-Mail Convenience Fee	\$ 3.00	\$ 3.00
	Fax Convenience Fee	\$ 5.00	\$ 5.00
	EMS Report	\$ 20.00	\$ 20.00
	Fire Report	\$ 15.00	\$ 15.00
COST RECOVERY FOR EMERGENCY SERVICES			
CO 22-212	MOTOR VEHICLE		
	Level I Response	\$ 500.00	\$ 500.00
	Minor accident response required engine response - minimal involvement clearing of road hazards, less than 60 min. of time.		
	Level II Response - Moderate - Multiple Vehicle Response	\$ 750.00	\$ 750.00

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2025-2026 FEE SCHEDULE

Department: FIRE

Ordinance/ Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
	Moderate accident response clean up of spills, debris, extrication 60 min. of time or less.		
	Level III Response - Billed minimum of 2 hours, based on vehicles and personnel on scene		
	Major accident response greater than 60 min. of time, extrication, hazardous materials, extended operations, and vehicle fire.	Cost + 10%	Cost + 10%
CO 22-212	COST RECOVERY - EQUIPMENT		
	Fire Department Engine - Per Hour	\$ 315.00	\$ 315.00
	Fire Department Ladder/Platform Aerial - Per Hour	\$ 630.00	\$ 630.00
	Special Device (Other)i.e. Crash Truck, Foam Device - Per Hour	\$ 630.00	\$ 630.00
	Emergency Response Truck #1 - Per Hour	\$ 315.00	\$ 315.00
	Emergency Response Truck #2 w/Decon - Per Hour	\$ 315.00	\$ 315.00
	Arson Task Force Truck - Per Hour	\$ 210.00	\$ 210.00
	Dive Team Truck - Per Hour	\$ 210.00	\$ 210.00
	Mutual Aid Trailer - Per Hour	\$ 105.00	\$ 105.00
	Command Vehicle - Per Hour	\$ 105.00	\$ 105.00
	First Responder Rescue Vehicle - Per Hour	\$ 160.00	\$ 160.00
	Ambulance Advance Life Support (ALS) Emergency	\$ 750.00	\$ 750.00
	Ambulance Advance Life Support (ALS) Non Emergency	\$ 500.00	\$ 500.00
	Ambulance Advance Life Support II (ALS)	\$ 1,050.00	\$ 1,050.00
	Ambulance Basic Life Support Emergency (BLS) Emergency	\$ 600.00	\$ 600.00
	Ambulance Basic Life Support Emergency (BLS) Non Emergency	\$ 450.00	\$ 450.00
	Mileage (1-17 miles - each)	\$ 16.50	\$ 16.50

CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: FIRE

Ordinance/ Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
	Mileage (18+ miles - each)	\$14.50	\$14.50
	Oxygen	\$ 50.00	\$ 50.00
	Oxygen CPAP	\$ 70.00	\$ 70.00
	Specialty Care Transport	\$1,100.00	\$1,100.00
	Combitube	\$ 70.00	\$ 70.00
	Defibrillator	\$ 70.00	\$ 70.00
	Treat/No Transport	\$ 475.00	\$ 475.00
	Wait Time/per hour	\$ 65.00	\$ 65.00
	Police Car - Per Hour	\$ 105.00	\$ 105.00
	Utility Vehicle - Per Hour	\$ 105.00	\$ 105.00
	Utility Vehicle Staged - Per Hour	\$ 50.00	\$ 50.00
	Heavy Equipment/Rented	Cost + 10%	Cost + 10%
	City Owned Equipment - Per MDOT ACT 51 Schedule C Report 375 Rates	MDOT 375 Rates	MDOT 375 Rates
	Specialty Equipment - Per Hour	\$ 50.00	\$ 50.00
	City owned/Rented Warming/Cooling Shelters	Cost + 10%	Cost + 10%
	Miscellaneous Receipts for Supplies	Cost + 10%	Cost + 10%
	Extrication	\$ 500.00	\$ 500.00
	Extrication - 1/4 hour	\$ 125.00	\$ 125.00
	NSF Fee	\$ 40.00	\$ 40.00
	COST RECOVERY - PERSONNEL		
	Fire Fighters - Per Hour	\$ 50.00	\$ 50.00
	Police Officers - Per Hour	\$ 50.00	\$ 50.00

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2025-2026 FEE SCHEDULE

Department: FIRE

Ordinance/ Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
	Incident Commander Fire or Police - Per Hour	\$ 100.00	\$ 100.00
	Command Officers - Per Hour	\$ 60.00	\$ 60.00
	Technician Trained Personnel - Per Hour	\$ 80.00	\$ 80.00
	Specialist Trained Personnel - Per Hour	\$ 80.00	\$ 80.00
	Miscellaneous Personnel (Other)	Cost + 10%	Cost + 10%
	Outside contractors-Personnel/Equipment Disposal (Towing, Hazardous Material Cleanup, E	Cost + 10%	Cost + 10%
OTHER REIMBURSEABLE EXPENSES			
	MATERIALS COSTS		
	Absorbent materials	\$ 50.00	\$ 50.00
	Firefighting Foam (5 gallon pail)	\$ 110.00	\$ 110.00
	Tape-Caution/Barrier (roll)	\$ 45.00	\$ 45.00
	Flares (box)	\$ 60.00	\$ 60.00
	Plug & Patch (epoxy & acc.)	\$ 25.00	\$ 25.00
	Tarp (ea)	\$ 54.00	\$ 54.00
	Other Expendable materials/equipment billed at costs +10%	Cost + 10%	Cost + 10%
	Miscellaneous Receipts for Supplies	Cost + 10%	Cost + 10%
	REPAIR/DAMAGED EQUIPMENT		
	Damage Requiring Repair/Replacement of Eqpt.	Replacement Cost	Replacement Cost
	(Personal Protective Equipment, Electronic/Communication Equipment)	Replacement Cost	Replacement Cost
	ADMINISTRATIVE FEE (10% admin fee will be added to total invoice)	10%	10%
	To cover costs associated with billing, ordering, restoring, restocking and other activities not listed		

CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: FIRE

Ordinance/ Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
REGIONAL (USAR) URBAN SEARCH AND RESCUE TEAM			
	Vehicles		
	Support Level I Vehicle (main vehicle used for equipment) per incident up to 24 hour period	\$ 1,000.00	\$ 1,000.00
	Support Level II Vehicle (secondary vehicle-some equipment used) per incident up to 24 hour period	\$ 500.00	\$ 500.00
	Support Level III Vehicle (vehicle that used minimal equipment) per incident up to 24 hour period	\$ 250.00	\$ 250.00
	Incidents where the above vehicle(s) remain on the scene for over a 24 period will be invoiced as a subsequent operational period		
	Expendable Supplies		
	Expendable materials/equipment billed at costs +10%	Cost + 10%	Cost + 10%
	Administrative Fee (10% admin fee will be added to total invoice)	Cost + 10%	Cost + 10%
	To cover costs associated with billing, ordering, restoring, restocking and other activities not listed		
HAZARDOUS MATERIALS CLEAN-UP			
	MATERIALS COSTS		
	Absorbent materials / Each	\$ 50.00	\$ 50.00
	Absorbent Pads / Each	\$ 50.00	\$ 50.00
	Airbags	\$ 100.00	\$ 100.00
	Firefighting Foam	Cost + 10%	Cost + 10%
	Special Device	\$ 630.00	\$ 630.00

CITY OF ROMULUS

2025 - 2026 FEE SCHEDULE

Department: LIBRARY

Ordinance/ Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
	Printing Charges b/w - per page	\$ 0.10	\$ 0.15
	Printing Charges color - per page	\$ 0.25	\$ 0.30
	Copy Charges b/w - per page	\$ 0.10	\$ 0.15
	Copy Charges color - per page	\$ 0.25	\$ 0.30
	Faxes		
	Cost per page	\$ 1.00	\$ 1.00
	Confirmation page	\$ 0.25	\$ 0.25
	Cover sheet	\$ 0.25	\$ 0.25
	Library Cards		
	Replacement Library card	\$ 1.00	\$ 1.00
	Fines		
	DVDs and kits - per day	\$ 1.00	\$ 1.00
	All other materials - per day	\$ 0.20	\$ 0.20
	Material recovery costs	\$ 10.00	\$ 11.65
	Community Room Rental		
	Non-Profit Groups, Organizations, and Individual Residents of Romulus and Huron Township	No charge	No charge
	Community Room 1 - Resident for-profit organizations and individuals - Up to four hours	\$ 50.00	\$ 50.00
	Community Room 2 - Resident for-profit organizations and individuals - Up to four hours	\$ 30.00	\$ 30.00
	Community Rooms 1 and 2 Combined - Resident for-profit organizations and individuals - Up to four	\$ 80.00	\$ 80.00
	Non-resident organizations and individuals - Up to four hours	\$ 150.00	\$ 150.00
	Notary Services		
	Resident	\$ 5.00	\$ 5.00
	Non-Resident	\$ 10.00	\$ 10.00

CO = Code of Ordinances

R = Resolution

ZO = Zoning Ordinance

CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: MAYOR

[illegible]

CO = Code of Ordinances

R = Resolution

ZO = Zoning Ordinance

CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: ORDINANCE

[illegible]

CO = Code of Ordinances
ZO = Zoning Ordinance

R = Resolution

CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: **PLANNING**

Ordinance Resolution	Type of Fee	Non-Refundable City Fee	Planning Consultant Fee*	Engineering Consultant Fee*	Attorney Fee*	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
			*Escrow Fees: Estimate of cost - will be billed hourly				
City Council/Planning Commission Public Hearings							
ZO 21.09/ CO 2-301	Rezoning	\$1,000.00	\$1,000.00	\$500.00	\$500.00	\$3,000.00	\$3,000.00
ZO 21.09/ CO 2-301	Rezoning - Conditional	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$3,500.00	\$4,000.00
ZO 21.09/ CO 2-301	Special Land Use (SLU)	\$1,000.00 + SPR Fee	\$1,000.00 + SPR Fee	\$1,000.00	-	\$2,500+ SPR Fee	\$3,000 + SPR Fee
ZO 21.09/ CO 2-301	Special Land Use (SLU) - Single-Family Residential	\$175.00	\$175.00 + Admin SPR Fee	-	-	\$350.00 + Admin SPR Fee	\$350.00 + Admin SPR Fee
	Vining Road Overlay, PDA & Open Space Option						
ZO 21.09/ CO 2-301	Concept Plan, Preliminary & Final Site Plan	\$500.00	\$500.00 + \$100.00/acre	\$1,000.00	\$500.00	\$2,500.00 + \$100/acre	\$2,500.00 + \$100/acre
	Condominium Development/Subdivision Plat						
ZO 21.09 CO 54-8	Preliminary Site Plan, Tentative Preliminary plat	\$600.00	\$500.00 + \$5.00/unit (res)	\$1,000.00	Document Review Fee	\$2,100.00 + \$5.00/unit	\$2,100.00 + \$5.00/unit
ZO 21.09 CO 54-8	Final Site Plan, Final Preliminary Plat & Final Plat	\$400.00	\$500.00 + \$2.00/unit	\$500.00	Document Review Fee	\$1,400.00 + \$2.00/unit + Document Review Fee	\$1,400.00 + \$2.00/unit + Document Review Fee
	Amendments - Developer Initiated						\$1,500 (includes \$500 fee + minimum \$1,000 initial escrow deposit)
ZO 21.09/ CO 2-301	Ordinance Text/Master Plan Amendment	\$500.00	Hourly	Hourly	Hourly		
Plan Review							
ZO 21.09/ CO 2-301	Site Plan (SPR) - Nonresidential	\$1,000.00	\$1,500.00 + \$100.00/acre	\$2,000.00	-	\$3,000.00 + \$100.00/acre	\$4,500.00 + \$100.00/acre
ZO 21.09/ CO 2-301	Site Plan (SPR) - Multiple-Family (non-condominium)	\$1,000.00	\$1,500.00 + \$4.00/unit	\$2,000.00	-	\$2,500.00 + \$4.00/unit	\$4,500.00 + \$4.00/unit
ZO 21.09/ CO 2-301	Administrative/Sketch Plan (ARC) - Nonresidential	\$400.00	\$1,000.00 + \$50.00/acre	\$1,000.00	-	\$2,400.00+ \$50.00/acre	\$2,400.00+ \$50.00/acre

CITY OF ROMULUS
2025-2026 FEE SCHEDULE

Ordinance Resolution	Type of Fee	Non-Refundable City Fee	Planning Consultant Fee*	Engineering Consultant Fee*	Attorney Fee*	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
			*Escrow Fees: Estimate of cost - will be billed hourly				
ZO 21.09/ CO 2-301	Administrative/Sketch Plan (ARC) – Nonresidential Accessory Uses and Site Improvement	\$175.00	\$500.00 + \$75.00/acre	\$250.00	-	\$925.00 + \$75.00/acre	\$700.00 + \$75.00/acre
ZO 21.09/ CO 2-301	Administrative/Sketch Plan (ARC) - Residential	\$175.00	\$275.00 + \$75.00/acre	-	-	\$450.00 + \$75.00/acre	\$450.00 + \$75.00/acre
ZO 21.09/ CO 2-301	Landscape Plan/Inspection, Lighting Plan	\$175.00	Hourly	Hourly	-	\$175.00	\$175.00
ZO 21.09/ CO 2-301	Façade Change/Architectural Review	\$175.00	\$350.00	Hourly	-	\$525.00	\$525.00
ZO 21.09 CO 54-8	Land Division/Combination	\$400.00	\$500.00	\$500.00		\$1,400.00	\$1,400.00
ZO 21.09/ CO 2-301	Revised Site or Sketch Plan, Special Land Use	1/2 Original Fee	1/2 Original Fee	1/2 Original Fee	-	1/2 Original Fee	1/2 Original Fee
ZO 21.09/ CO 2-301	Site PlanExtension	\$500.00	\$250.00	-	-	\$750.00 for SPR + \$250.00 SLU	\$750.00 for SPR + \$250.00 SLU
ZO 21.09/ CO 2-301	Special Land Use Extension	\$250.00	\$250.00	-	-	\$750.00 for SPR + \$250.00 SLU	\$750.00 for SPR + \$250.00 SLU
ZO 21.09/ CO 2-301	Pre-application Meeting with Consultant (Concept Plan)		Actual hourly rate of consultant; includes \$500 initial fee per consultant			\$500.00	\$500.00
Administrative							
ZO 21.09/ CO 2-301	Temporary Use - Administrative	\$500.00	Hourly	Hourly	Hourly	\$500.00	\$500.00
	Tree and Woodland Preservation	\$200.00	\$300.00	-	-	\$500.00	\$500.00
	Tree Replacement	\$350/tree				\$350/tree	\$350/tree
ZO 21.09/ CO 2-301	Cell Tower	\$350.00	\$550.00	\$500.00	-	\$1,400.00	\$1,400.00
ZO 21.09/ CO 2-301	Cell Tower Collocation	\$175.00	\$275.00	\$250.00	-	\$700.00	\$700.00

CITY OF ROMULUS
2025-2026 FEE SCHEDULE

Ordinance Resolution	Type of Fee	Non-Refundable City Fee	Planning Consultant Fee*	Engineering Consultant Fee*	Attorney Fee*	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
			*Escrow Fees: Estimate of cost - will be billed hourly				
ZO 21.09	Cell Tower Compliance	\$175.00	-	-	-	\$175.00	\$175.00
ZO 21.09/ CO 2-301	Use Determination - Planning Commission	\$500.00	Hourly	Hourly	Hourly	\$500.00	\$500.00
ZO 21.09/ CO 2-301	Use Determination - Administrative	\$100.00	Hourly	Hourly	Hourly	\$100.00	\$100.00
ZO 21.09/ CO 2-301	Development agreements; association documents; maintenance agreements and easements; performance guarantee review	\$100.00	Actual hourly rate of consultant; includes \$900 initial fee			\$800.00	\$1,000.00
	Traffic study	\$500.00	Actual hourly rate of consultant; includes \$2,000 initial fee			\$2,000.00	\$2,500.00
ZO 21.09	Zoning Compliance/Reoccupancy & Change in Use	\$500.00	-	-	-	\$500.00	\$500.00
ZO 21.09	Zoning Compliance/Reoccupancy - Multi-tenant	\$375.00	-	-	-	\$375.00	\$375.00
ZO 21.09	Zoning Verification	\$100.00	-	-	-	\$100.00	\$100.00
ZO 21.09	Vehicle Dealer License Zoning Verification	\$150.00	-	-	-	\$150.00	\$150.00
ZO 21.09/ CO 2-301	Review of ALTA Survey or Site Plan for Zoning Compliance	Site Plan Review Fee				Site Plan Review Fee	Site Plan Review Fee
ZO 21.09/ CO 2-301	Planning Commission Special Meeting	\$1,000.00	-	-	-	\$1,000.00	\$1,000.00
Board of Zoning Appeals (BZA)							
ZO 21.09/ CO 2-301	Residential (Single-family) Variance	\$200.00	-	-	-	\$200.00	\$200.00
ZO 21.09/ CO 2-301	Nonresidential (Inc. Institutional) Variance	\$500.00	-	-	-	\$500.00	\$500.00
ZO 21.09/ CO 2-301	Temporary Building/Use (BZA)	\$500.00 + Site Plan Fee				\$500.00 + Site Plan Fee	\$500.00 + Site Plan Fee
ZO 21.09/ CO 2-301	Sign Variance	\$500.00	-	-	Hourly	\$500.00	\$500.00
ZO 21.09/ CO 2-301	Use Variance	\$500.00	\$500.00	\$500.00	\$500.00	\$2,500.00	\$2,500.00

CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Ordinance Resolution	Type of Fee	Non-Refundable City Fee	Planning Consultant Fee*	Engineering Consultant Fee*	Attorney Fee*	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
			*Escrow Fees: Estimate of cost - will be billed hourly				
ZO 21.09/ CO 2-301	Appeal of an Administrative Decision/Interpretation	\$200.00	\$500.00	-	\$1,000.00	\$1,700.00	\$1,700.00
ZO 21.09	Board of Zoning Appeals Special Meeting	\$700.00	-	-	-	\$700.00	\$700.00
When a variance is requested as part of a submission to the Planning Commission, the consultant fees will be paid at the hourly rate from Escrow for each variance requested + the City fee paid.							
Multiple variance requests for one parcel may be submitted on one application, if applicable. Each additional variance will be charged <u>1/2 the initial fee.</u>							
NOTES REGARDING ADMINISTRATIVE FEES							
The applicant shall pay all initial applicable fees, which are nonrefundable, and escrow fees at the time a request for action is submitted to the City prior to the commencement of any review by the City. Applications will not be processed without required fees.							
Initial fee covers the cost of the initial review of the project. Each revision will require 1/2 the original fee be paid by the applicant unless otherwise specified if submitted within 90 days of previous submittal; plans submitted after 90 days shall require the same fee as submitted with the original application.							
The City shall retain all nonrefundable fees submitted with an application irrespective of the timing of withdrawal.							
Cancellation of a public hearing by the applicant or failure to provide required application information after the notice has been published shall constitute an application for a new hearing and shall require the original fee be submitted.							
Any revision or amendment to a plan or application which requires a new public hearing shall require fees as submitted with the original application.							
If an applicant wishes a meeting in attendance by any or all of the consultants, the requester is responsible for the payment of consultants prep time, drive time, attendance and follow up time prior to commencement of the meeting.							
Fees for special meetings of the Planning Commission and Board of Appeals and fees for staff meetings are nonrefundable once meeting has been set.							
The City Planner shall use the adopted fee schedule as a basis for setting the fee for any service not specifically itemized.							
NOTES REGARDING ESCROW FEES							
Escrow fees are intended to cover the cost of any consultant, city planner or engineer retained by the City for reviewing applications, such as planning, engineering, legal, traffic, court reporter or similar services. All Escrows must be established before the review process begins.							
Escrow amount is an estimate of the consulting fees and any out-of-pocket fees that will be incurred for review. The applicant is responsible for paying the actual hourly rate of the consultant for review.							

CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Ordinance Resolution	Type of Fee	Non-Refundable City Fee	Planning Consultant Fee*	Engineering Consultant Fee*	Attorney Fee*	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
			*Escrow Fees: Estimate of cost - will be billed hourly				
Initial escrow deposit is for the estimated cost of the initial review of the project. Each revision will require 1/2 the original fee be paid by the applicant to the escrow account.							
Unused Escrow fees are refundable irrespective of time of withdrawal of application less a 25% administrative fee or minimum \$100, whichever is greater if requested within 6 years of original application submittal.							
Mandatory staff review meeting as part of the Site Plan process will be deducted from the Escrow less travel time and the city's administrative review fee. Failure of applicant to attend, or request by applicant to adjourn a required public hearing or meeting will require submission of original non-refundable review fee.							
The minimum amount deposited into the escrow account shall be \$1,000.00 unless otherwise noted or determined by City staff that the anticipated review will not necessitate that level of out-of-pocket expenses.							
Fractional acres over one half (1/2) will be rounded up to the next whole acre.							
The City has the right to collect any remaining unpaid incurred costs or fees.							
No Certificate of Occupancy shall be granted for a development or zoning application until all outstanding out-of-pocket expenses incurred by the City as specified have been reimbursed to the City.							
The City may, at any time the balance in the escrow account reaches a minimum of \$300.00, require the applicant to place additional monies in escrow if the City reasonably determines the remaining balance insufficient to cover anticipated review or inspection services. Request for additional funds must be remitted within 10 business days.							
Where the actual cost of providing review or inspection exceeds or is anticipated to exceed the escrow balance, the City may invoice the applicant for the excess cost which shall be paid prior to any further review, inspection or action being taken by the City.							
Applications requiring action by the City Council shall have the fees paid in full prior to placement on the City Council agenda for action.							
Fees for projects on City-owned property may be waived by the Economic Development Director.							
MISCELLANEOUS PLANNING DEPARTMENT FEES							
	City of Romulus Zoning Map					\$15.00	\$15.00
	City of Romulus Zoning Ordinance with Map					\$40 + postage	\$40 + postage
	City of Romulus Zoning Ordinance on CD-ROM					\$20 + postage	\$20 + postage
	City of Romulus Master Plan Map					\$15.00	\$15.00
	City of Romulus Master Plan					\$45 + postage	\$45 + postage

CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: POLICE

Ordinance Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
Resolution	Police Reports	\$ 15.00	\$ 15.00
	Finger Prints - (Resident)	\$ 25.00	\$ 30.00
	Finger Prints - (Non-Resident)	\$ 30.00	\$ 50.00
	Clearance	\$ 20.00	\$ 20.00
Resolution	Gun Permits (Notary Fee Included)	\$ 20.00	\$ 20.00
	Notary Fee (Resident)	\$ 10.00	\$ 10.00
	Notary Fee (Non Resident)	\$ 15.00	\$ 15.00
	Sex Offender Registry (In Accordance with State Law)	\$ 50.00	\$ 50.00
	Court Ordered PBT	\$ 30.00	\$ 30.00
	Live scan	\$ 85.00	\$ 100.00
	Administration fee for alarm billing, per applied per alarm	\$ 10.00	\$ 10.00
	Administration fee for other billing services, excluding tow billing	\$ 10.00	\$ 10.00
	VIN Inspection - Personnel time and State LEIN Checks	\$ 35.00	\$ 50.00
Resolution	FOIA / Discovery Requests		
	Maximum charge of labor 1.5x the hourly rate of the lowest paid employee who can do the job		
	Paper per page double sided	\$ 0.10	\$ 0.10
	CD/DVD	\$ 2.91	\$ 2.91
	Flash/External Hard Drive 8GB	\$ 6.43	\$ 6.43
	16GB	\$ 6.73	\$ 6.73
	32GB	\$ 11.98	\$ 11.98
	64GB	\$ 20.24	\$ 20.24
	USPS Shipping "Actual Cost"	Actual Cost	Actual Cost

CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: POLICE

Ordinance Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024-2025 FEES	Proposed 2026 FEES	2025-
	Housing Costs - Prisoners			
Resolution	Prisoner Blankets - per day	\$ 6.00	\$ 6.00	6.00
	3 meals daily - (1) pizza pocket (1) cup of water = per day	\$ 9.00	\$ 9.00	9.00
	Storing property - per day	\$ 5.00	\$ 5.00	5.00
	48 Prisoner checks conducted by command = (1) hour @ \$48 per day	\$ 36.00	\$ 48.00	48.00
	Court paperwork / Arraignments (1) hour	\$ 36.00	\$ 48.00	48.00
	Booking / Release of prisoner (1) hour	\$ 36.00	\$ 48.00	48.00
	Towing			
Resolution	Administrative fee - per tow from towing company on a monthly basis.	\$ 60.00	\$ 60.00	60.00
	The City of Romulus Department of Public Safety will assess a \$50 per tow administrative fee to be paid by the individual tow companies on a monthly basis. Billing will be the responsibility of the City of Romulus Department of Public Safety.			

CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: **RECREATION**

Ordinance/ Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
Resolution	Park Rental/ per day		
	Elmer John Park Pavilion / per day - resident	\$ 125.00	\$ 125.00
	Elmer John Park Pavilion/ per day - non-resident	\$ 150.00	\$ 150.00
	St. John's Lodge #44 Park Pavilion / pre day - resident	\$ 125.00	\$ 125.00
	St. John's Lodge #44 Park Pavilion/ pre day - non-resident	\$ 150.00	\$ 150.00
	Fernandez Park Pavilion/ per day - resident	\$ 125.00	\$ 125.00
	Fernandez Park Pavilion / per day - non resident	\$ 150.00	\$ 150.00
	Mary Ann Banks Park Pavilion/ per day - resident	\$ 150.00	\$ 150.00
	Mary Ann Banks Park Pavilion / per day - non-resident	\$ 175.00	\$ 175.00
	Historical Park - Gazebo /Pavillion / per day - resident	\$ 125.00	\$ 125.00
	Historical Park - Gazebo /Pavillion / per day - non-resident	\$ 150.00	\$ 150.00
	Private Use / Special Event		
	Dog Park - Elmer Johnson Park	\$ 90.00	\$ 90.00
	Oakbrook Park	\$ 90.00	\$ 90.00
	Baseball Field - Elmer Johnson Park	\$ 100.00	\$ 100.00
	St. John's Lodge #44 Park	\$ 100.00	\$ 100.00
	Multi-Day Use/Contract		
	Games (Monday - Friday): \$45.00/day	\$45.00/day	\$45.00/day
	Practices (Monday - Friday): \$25.00/day	\$25.00/day	\$25.00/day
	Weekends: \$65.00/day	\$65.00/day	\$65.00/day
21-166	Memorial and Repass use (Monday - Friday only) after 4:00 p.m. (normal Business Hours)	\$ 70.00	\$ 70.00
	DEPOSIT REQUIRED ON ALL RENTALS	\$ 50.00	\$ 50.00
	CANCELATIONS		
	Deposit and rental fees for rentals more than 30 days	Full refund	Full refund

CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: RECREATION

Ordinance/ Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
	Deposit and rental fees within 30 days	No refund	No refund
	If the Recreation Department cancels any Park reservatins due to weather or any unforeseen reason, the rental may be rescheduled for the next available date or receive a full refund.		

CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: SENIOR CENTER

Ordinance/ Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
Resolution	Room Rental Rates - Weekdays (M-F) Between 8:30am and 4:30pm (Resident & Non-Resident)		
23-018	Conference Room (Capacity 20)	\$ 75.00	\$ 75.00
Resolution	Room Rental Rates - Resident - Weekends (Sat & Sun)		
23-018	Rooms A (Capacity 50)	\$ 310.00	\$ 310.00
23-018	Room B (Capacity 50)	\$ 310.00	\$ 310.00
23-018	Room A/B (Capacity 100)	\$ 400.00	\$ 400.00
23-018	Room C (Capacity 120)	\$ 425.00	\$ 425.00
23-018	Conference Room (Capacity 20) available 8:00am - 4:30pm	\$ 100.00	\$ 100.00
23-018	Room A, B, or C (Sunday) Weekly for services (4 week minimum)	\$ 250.00	\$ 250.00
Resolution	Room Rental Rates - Non-Resident - Weekends (Sat & Sun)		
23-018	Rooms A (Capacity 50)	\$ 410.00	\$ 410.00
23-018	Room B (Capacity 50)	\$ 410.00	\$ 410.00
23-018	Room A/B (Capacity 100)	\$ 500.00	\$ 500.00
23-018	Room C (Capacity 120)	\$ 525.00	\$ 525.00
23-018	Conference Room (Capacity 20) available 8:00am - 4:30pm	\$ 100.00	\$ 100.00
23-018	Room A, B, or C (Sunday) Weekly for services (4 week minimum)	\$ 300.00	\$ 300.00
Resolution	Additional Rental Fees (Resident & Non-Resident)		
	Security Deposit	\$ 100.00	\$ 100.00
	Kitchen Use	\$ 100.00	\$ 100.00
	Alcohol (Rooms A & B - Capacity 50)	\$ 100.00	\$ 100.00
	Alcohol (Room A/B - Capacity 100)	\$ 100.00	\$ 100.00
	Alcohol (Room C - Capacity 120)	\$ 100.00	\$ 100.00
	Projector & Screen	\$ 50.00	\$ 50.00
	Microphone & Speakers/Podium	\$ 25.00	\$ 25.00

CO = Code of Ordinances
ZO = Zoning Ordinance

R = Resolution

CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: SENIOR CENTER

Ordinance/ Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Resolution: 24-134 Adopted: 5-13-24	Resolution: 24-134 Adopted: 5-13-24
Resolution	Cancellation Fees (Security Deposit)		
	Security Deposit refundable if cancelled more than 90 days prior to event	Full Refund	Full Refund
	Cancellation between 60 and 90 days prior to event	\$ 50.00	\$ 50.00
	Cancellation between 30 and 60 days prior to event	\$ 75.00	\$ 75.00
	Cancellation within 40 days of event	No Refund	No Refund
Resolution	Hair Salon (per chair)	\$ 35.00	\$ 35.00

CITY OF ROMULUS

2025-2026 FEE SCHEDULE

Department: TREASURER

Ordinance/ Resolution	DESCRIPTION OF FEE, RATE OR CHARGE	Approved 2024/2025 FEES	Proposed 2025/2026 FEES
Resolution			
	Duplicate Tax Bill Fee	\$ 5.00	\$ 5.00
	Returned Check Fee	\$ 40.00	\$ 40.00
	Returned E-Check Fee	\$ 25.00	\$ 25.00
Credit/E-Check Fees			
Resolution	INVOICE CLOUD PAYMENTS:		
	Property Tax:		
	Credit/Debit: minimum \$1.95	2.95%	2.95%
	E-Check:	\$ 1.95	\$ 1.95
	Water:		
R23-199	Credit/Debit: up to \$375 payment amount	\$ 4.15	\$ 4.15
	E-Check:	\$ 1.95	\$ 1.95
	Business Licenses:		
	Credit/Debit: minimum \$1.95	2.95%	2.95%
	E-Check:	\$ 1.95	\$ 1.95
	Building/Fire Permits:		
	Credit/Debit: minimum \$1.95	2.95%	2.95%
	E-Check:	\$ 1.95	\$ 1.95
	Miscellaneous Receivables:		
	Credit/Debit: minimum \$1.95	2.95%	2.95%
	E-Check:	\$ 1.95	\$ 1.95
	Delinquent Personal Property Tax:		
	Credit/Debit: minimum \$1.95	2.95%	2.95%
	E-Check:	\$ 1.95	\$ 1.95
	Police:		
	Credit/Debit: minimum \$1.95	2.95%	2.95%
	Animal Shelter/Ordinance:		
	Credit/Debit: minimum \$1.95	2.95%	2.95%
	Donations:		
	Credit/Debit: minimum \$1.95	2.95%	2.95%

CO = Code of Ordinances
ZO = Zoning Ordinance

R = Resolution

Department: TREASURER

CO = Code of Ordinances
ZO = Zoning Ordinance

15-64