

CITY OF WAYLAND - FEE SCHEDULE FOR FY 2025-2026**Adopted by Council and Effective December 1, 2025****Section I - FREEDOM OF INFORMATION ACT (FOIA)/ACCIDENT REPORTS**

Fee Type	Description	Adopted
Paper Copies	Per Page	\$0.25
Hourly Rate of Least Expensive Competent Employee	Per Hour	Varies
Cost of Materials	Each	Varies
Police Reports	Each	Varies

Section II - CLERK (See also FOIA section)

Fee Type	Description	Adopted
Marijuana - Parcel with State Operating License	Application Fee (Per License)	\$5,000
Marijuana - Parcel with State Operating License	Annual Renewal Fee (Per License)	\$5,000
Notary Services	Per Document	\$10

Section III - EVENTS

Fee Type	Description	Adopted
Non-City Events	Per Event/Based on Personnel & Equip Need	Varies
Blocking of Streets/Barricade	Per Event/Based on Personnel & Equip Need	Varies

Section IV - PARKS

Fee Type	Description	Adopted
Section of Park or Pavilion Rental - Resident	Per Day	\$25.00
Section of Park or Pavilion Rental - Non-Profit Org.	Per Day	\$25.00
Section of Park or Pavilion Rental - Non-resident	Per Day	\$50.00
Entire Park Rental - Resident	Per Day	\$75.00
Entire Park Rental - Non-Resident	Per Day	\$150.00
Farmers Market Booth	Per Day or Per Season	\$25.00 or \$75.00

Section V - DEPARTMENT OF PUBLIC WORKS SERVICES

Fee Type	Description	Adopted
Department of Public Works Personnel		
Average Hourly Rate plus Benefits (Full-time)	Per Hour	48.67
Overtime Hourly Rate plus Benefits (Full-time)	Per Hour	60.86
Double Time Hourly Rate plus Benefits (Full-time)	Per Hour	80.87
Equipment	Per MDOT Schedule C	Varies
Supplies	Actual cost + 5% admin	Cost + 5%

Section VI - LICENSES & PERMITS

Fee Type	Description	Adopted
Vendor Permit In Conjunction with City/DDA Event	Per Event	\$30.00
Vendor Permit Not In Conjunction with City Event	Per Year (\$20 extra per time over 20 times)	\$150.00
Food Truck Permit - Concerts in the Park	Application/Per Event	\$30.00
Food Truck Permit - City Event Excluding Concerts in the Park	Application/Per Event	\$75.00
Food Truck Permit - Not In Conjunction with City Event	Per Year (\$20 extra per time over 20 times)	\$150.00
Parking Space Rental Application/Review Fee	Per Application or Annual Review	\$25.00
Parking Space Rental Fee	Per Space, Per Year	\$250.00
Electrical, Building, Plumbing, Mechanical Permits & Inspections	Professional Code Inspections of Michigan (PCI), located in Dorr, MI, was appointed to provide these services for the City of Wayland. Rates are subject to fees established by	
Zoning Permit	See Section VII - Planning/Zoning	

Section VII - PLANNING/ZONING

Fee Type	Description	Adopted
Zoning Permit, including but not limited to: New Building Construction Accessory Building/Shed Moving a Building Existing Building-Additioon or Alteration Building Demolition Fence Sign Driveway Work (in right-of-way)	Application	\$10 Application Fee + Cost of Outside Consultant(s)*, if applicable
Zoning Board of Appeals (ZBA) Variance/Interpretation	Application	\$300 Application Fee + Cost of Outside Consultant(s)*, if applicable
Zoning Applications-Rezoning	Application	\$300 Application Fee + Cost of Outside Consultant(s)*, if applicable
Special Use Permits	Application	\$300 Application Fee + Cost of Outside Consultant(s)*, if applicable
Review of PILOT (Payment In-Lieu of Tax) Application	Application	\$300 Application Fee + Cost of Outside Consultant(s)*, if applicable
Land Divisions or Combinations		Per PCI

**Please note: An escrow account may be required per the City's escrow policy depending on the complexity and/or size of the proposed project.*

Section VIII - CODE ENFORCEMENT

Fee Type	Description	Adopted
Ordinance Violation	1st Offense Within 3-Year Period*	\$50.00
Ordinance Violation	2nd Offense Within 3-Year Period*	\$150.00
Ordinance Violation	3rd or Subsequent Offense Within 3-Yr Perio	\$500.00

*As per Ordinance Ch 2, Art IV, Div 1, Section 2-105; Determined on the basis of the date of commission of the offense(s). Each act of violation and every day upon which any such violation shall occur shall constitute a separate offense.

Section IX - PARKING VIOLATIONS/TICKETS

Fee Type	Description	Adopted
Ticket-Written on City Ticket*	Per Offense	\$15
Ticket-Paid Late		\$10

*Tickets not written on City Ticket are handled through County/State are different rates based on County/State rates. These are not collected at the City.

Section X - FIRE - COST RECOVERY

As authorized by Ordinance Chapter 11, Article IV

Fee Type	Description	Adopted
Fire Department Personnel (When not covered by a flat rate fee)		
Average Hourly Rate plus Benefits (Full-Time)	Per Hour	\$44.89
Average Hourly Rate plus Benefits (Paid On Call)	Per Hour	\$24.72
Overtime Hourly Rate plus Benefits (Full-Time)	Per Hour	\$57.71
Overtime Hourly Rate plus Benefits (Paid On Call)	Per Hour	\$44.29
Downed Power/Cable Lines:		
First Hour	Per Hour	\$400.00
Each additional half hour	Per Half-Hour	\$100.00
Structure Fires (Including explosion):		
First Hour	Per Hour	\$500.00+personnel
Each additional hour	Per Hour	\$250.00+personnel

In the event that there is an arson fire and a suspect is found guilty of arson charges, said person will be responsible for any and all recovery cost incurred during suppression efforts. Recovery amount will be according to the structure fire fee schedule.

Section X - FIRE - COST RECOVERY, CONTINUED

Fee Type	Description	Adopted
Smoke Investigation (Run as structure, no fire)		
First Hour	Per Hour	\$500.00+personnel
Each additional hour	Per Hour	\$250.00+personnel
Fuel	As Needed	Cost + 5%
Hazardous Material Incident: (Including propane or natural gas leaks)		
First Hour	Per Hour	\$500.00+personnel
Each additional hour	Per Hour	\$250.00+personnel
Materials Used (Including fuel)	As Needed, Varies	Cost + 5%
Water/Ice Rescue:		
First Hour	Per Hour	\$350.00+personnel
Each additional hour	Per Hour	\$100.00+personnel
Materials Used (Including fuel)	As Needed, Varies	Cost + 5%
Medical/Lift Assist:		
First Hour	Per Hour	\$150.00+personnel
Each additional hour	Per Hour	\$100.00+personnel
Materials Used (Including fuel)	As Needed, Varies	Cost + 5%
Vehicular Accidents: (billed to at fault driver)		
Personal Injury: (Including extrication)		
First Hour	Per Hour	\$500.00+personnel
Each additional hour	Per Hour	\$250.00+personnel
Materials Used (Including fuel)	As Needed, Varies	Cost + 5%
Property Damage Accident With Wash Down:		
First Hour	Per Hour	\$350.00+personnel
Each additional hour	Per Hour	\$250.00+personnel
Materials Used (Including fuel)	As Needed, Varies	Cost + 5%
Property Damage Accident With Extrication:		
First Hour	Per Hour	\$500.00+personnel
Each additional hour	Per Hour	\$250.00+personnel
Materials Used (Including fuel)	As Needed, Varies	Cost + 5%
Equipment (When not covered by a flat rate fee)		
Staff Vehicles	Per Vehicle, Per Hour	\$75.00
Utility Vehicles	Per Vehicle, Per Hour	\$100.00
Rescue Vehicles	Per Vehicle, Per Hour	\$150.00
Water Vehicles	Per Vehicle, Per Hour	\$150.00
Pumpers	Per Vehicle, Per Hour	\$250.00
Aerial Ladders	Per Vehicle, Per Hour	\$350.00
Materials Used (Including fuel)	As Needed, Varies	Cost + 5%
False Alarms (In excess of 3 times per calendar year)		
First Hour	Per Hour	\$500.00+personnel
Each additional hour	Per Hour	\$250.00+personnel
Emergency Assistance Requests (In excess of 2 times per calendar year)		
First Hour	Per Hour	\$500.00+personnel
Each additional hour	Per Hour	\$250.00+personnel
Past Due Balances (30 days after invoice date)	Per month	1%

Recovery costs where a flat rate fee is not associated may also include all additional costs from outside agencies, persons or equipment that are used to halt, abate, or remedy the situation as seen fit by the Wayland Township Board or Wayland City Council.

Section XI - MISCELLANEOUS

Fee Type	Description	Adopted
Copies-Letter/Legal Size	Per Page	\$0.25
Tax Roll Data-Printed	Per Season	\$100.00
Tax Roll Data-Email	Per Season	\$100.00
City Operating Millage - Tax Rate	Per \$1,000 in taxable value	16.3607
Levy of Taxes for Other Units	Per Parcel	1%
City Audit or Budget	Per Copy	\$30.00
Non-Sufficient Check Fee	Per Occurance	\$25.00
Tax Abatement Applications	Per Application	\$500.00
Transfer of Personal Property IFT	Per Application	\$250.00
Pass-Through Charge	Per Agreement	Cost + 10%

Section XII - WATER DEPT

See also Water Ordinance 252 approved by City Council 8/19/19 for additional details including REUs

Note: commodity (usage) and readiness-to-serve (RTS) fee changes go into effect on the September 1 utility bills (July usage)

Fee Type	Size	Description	Adopted
Water Connection Fee		Per Residential Equivalent Unit (REU)	\$3,130.00
Water Tap & Service Install by City Staff-Short Side	Up to 1"	To property line with curb stop	\$1,177.00
*Water taps and services from the long side (crossing a street) must be performed at property owner's expense and by the property owner's contractor			
Inspection - Water Tap & Service	Up to 1"	Work done by property owner's contractor	\$100.00
			\$200 + \$50/hr over 2
Inspection - Water Tap & Service	Larger than 1"	Work done by property owner's contractor	hours
New Meter and Attachments*	3/4"	Per Meter	\$230.00
New Meter and Attachments* - Permanent Sprinkli	3/4"	Per Meter (meter + inspect)	\$430.00
New Meter and Attachments*	1"	Per Meter	\$300.00
New Meter and Attachments*	1.5"	Per Meter	\$1,770.00
New Meter and Attachments*	2"	Per Meter	\$1,910.00
New Meter and Attachments*	Larger than 2"	Per Meter	Cost+5%
*Meter Not Installed With New Service-Inspect/Set Fee		Per Meter	\$200.00
Damaged Meter, Meter Head, Remote Terminal		Per Meter	Meter Cost + \$50
Frost Plate		Per Meter	Cost + \$50
Meter Testing Deposit*	Up to 2"	Per Test	\$15.00
Meter Testing Deposit*	3" or Larger	Per Test (Performed by Outside Service)	Cost + 5%
*If meter is found to be in error by 5% or more, deposit will be refunded. If meter is found to register within 5%, the amount deposited will be retained to cover the cost of the test.			
Commodity (Usage) Charges - In City		Per 1,000 Gallons	\$3.29
Commodity (Usage) Charges - Outside City		Per 1,000 Gallons	\$4.94
Sprinkling Usage-Permanent Meter		Per 1,000 Gallons + Monthly Admin	\$3.00/mo + Usage
Sprinkling Usage-Summer Temp Meter		Per 1,000 Gallons + Monthly Admin	\$10.00/mo + Usage
Summer Meter Not Returned by 10/31		Per Month Until Returned	\$25.00
Turn On/Off Request-Vacant Property		Per Request	\$25.00
Turn On/Off-Due to Delinquent Payment		M-F: 7AM-3PM	\$50.00
Turn On/Off-Due to Delinquent Payment		After Hours	\$100.00
RTS Fee for Residential			
Readiness-To-Serve (RTS) In City	Single Family	Per Meter Per Month	\$16.40
Readiness-To-Serve (RTS) In City	Multi-Family	Per Meter Per Month	\$16.40 per unit x 0.80
RTS Fee for Non-Residential:			
Readiness-To-Serve (RTS) In City	Less than 1"	Per Meter Per Month	\$16.40
Readiness-To-Serve (RTS) In City	1"	Per Meter Per Month	\$27.38
Readiness-To-Serve (RTS) In City	1.5"	Per Meter Per Month	\$54.59
Readiness-To-Serve (RTS) In City	2"	Per Meter Per Month	\$87.37
Readiness-To-Serve (RTS) In City	3"	Per Meter Per Month	\$163.92
Readiness-To-Serve (RTS) In City	4"	Per Meter Per Month	\$273.24
Readiness-To-Serve (RTS) In City	6"	Per Meter Per Month	\$546.32
*RTS In City for Larger than 6" based on AWWA Capacity Factors in Ordinance 261 dated 5/22/22 & Ordinance 252 dated 8/20/19			
RTS Fee for Residential			
Readiness-To-Serve (RTS) Outside City	Single Family	Per Meter Per Month	\$24.60
Readiness-To-Serve (RTS) Outside City	Multi-Family	Per Meter Per Month	\$24.60 per unit x 0.80
RTS Fee for Non-Residential:			
Readiness-To-Serve (RTS) Outside City	Less than 1"	Per Meter Per Month	\$24.60
Readiness-To-Serve (RTS) Outside City	1"	Per Meter Per Month	\$41.07
Readiness-To-Serve (RTS) Outside City	1.5"	Per Meter Per Month	\$81.89
Readiness-To-Serve (RTS) Outside City	2"	Per Meter Per Month	\$131.06
Readiness-To-Serve (RTS) Outside City	3"	Per Meter Per Month	\$245.88
Readiness-To-Serve (RTS) Outside City	4"	Per Meter Per Month	\$409.86
Readiness-To-Serve (RTS) Outside City	6"	Per Meter Per Month	\$819.48
*RTS In City for Larger than 6" based on AWWA Capacity Factors in Ordinance 261 dated 5/22/22 & Ordinance 252 dated 8/20/19			
Fire Protection Readiness to Serve	2"	Per Month	\$8.00
Fire Protection Readiness to Serve	4-6"	Per Month	\$12.00
Fire Protection Readiness to Serve	8"	Per Month	\$21.00
Fire Protection Readiness to Serve	10"	Per Month	\$29.00
Fire Protection Readiness to Serve	12"	Per Month	\$47.00

Section XII - WATER DEPT, CONTINUED

Fee Type	Description	Adopted
Fire Hydrant Charge to City for Fire Protection	Per Year	\$75.00
Lab Bacti Testing M-F: 7AM-3PM (After hours double)	Per Sample	Lab Cost + 25%
Late Payment Penalty Fee	After Due Date	10%

Section XIII - SEWER DEPT

See also Sewer Ordinance 261 approved by City Council 5/2/22 for additional details including REUs

Note: commodity (usage) and readiness-to-serve (RTS) fee changes go into effect on the September 1 utility bills (July usage)

Fee Type	Size	Description	Adopted
Sewer Connection Fee		Per Residential Equivalent Unit (REU)	\$4,310.00
New Meter - Property Owner's Contractor Install		Meter Cost + \$200 application/inspection fee	Cost + \$200.00
Damaged Meter, Meter Head, Remote Terminal		Per Meter	Meter Cost + \$50
Inspection - Sewer Tap & Lateral	Up to 6"	Work done by property owner's contractor	\$100.00
			\$200 + \$50/hr over 2
Inspection - Sewer Tap & Lateral	Larger than 6"	Work done by property owner's contractor	hours
Vactor Truck Service		M-F 7AM - 3PM (Per Hour)	\$300.00
Vactor Truck Service		Ater Hours & Weekends (Per Hour)	\$500.00
Camera Service		M-F 7AM - 3PM (Per Hour)	\$300.00
Camera Service		Ater Hours & Weekends (Per Hour)	\$500.00
Commodity Charges (In City)		Cost Per 1,000 Gallons	\$6.18
Commodity Charges (Outside City)		Cost Per 1,000 Gallons	\$9.27
Unmetered Sewer (In City)		Per Sewer Per Month	\$53.56
Unmetered Sewer (Outside City)		Per Sewer Per Month	\$80.34
RTS Fee for Residential			
Readiness-To-Serve (RTS) In City	Single Family	Per Service Per Month	\$26.78
Readiness-To-Serve (RTS) In City	Multi-Family	Per Service Per Month	\$26.78 per unit x 0.80
RTS Fee for Non-Residential:			
Readiness-To-Serve (RTS) In City	Less than 1"	Per Service Per Month	\$26.78
Readiness-To-Serve (RTS) In City	1"	Per Service Per Month	\$44.73
Readiness-To-Serve (RTS) In City	1.5"	Per Service Per Month	\$89.18
Readiness-To-Serve (RTS) In City	2"	Per Service Per Month	\$142.74
Readiness-To-Serve (RTS) In City	3"	Per Service Per Month	\$267.80
Readiness-To-Serve (RTS) In City	4"	Per Service Per Month	\$446.43
Readiness-To-Serve (RTS) In City	6"	Per Service Per Month	\$892.58
*RTS In City for Larger than 6" based on AWWA Capacity Factors in Ordinance 261 dated 5/22/22 & Ordinance 252 dated 8/20/19			
RTS Fee for Residential			
Readiness-To-Serve (RTS) Outside City	Single Family	Per Service Per Month	\$40.17
Readiness-To-Serve (RTS) Outside City	Multi-Family	Per Service Per Month	\$40.17 per unit x 0.80
RTS Fee for Non-Residential:			
Readiness-To-Serve (RTS) Outside City	Less than 1"	Per Service Per Month	\$40.17
Readiness-To-Serve (RTS) Outside City	1"	Per Service Per Month	\$67.10
Readiness-To-Serve (RTS) Outside City	1.5"	Per Service Per Month	\$133.77
Readiness-To-Serve (RTS) Outside City	2"	Per Service Per Month	\$214.11
Readiness-To-Serve (RTS) Outside City	3"	Per Service Per Month	\$401.70
Readiness-To-Serve (RTS) Outside City	4"	Per Service Per Month	\$669.65
Readiness-To-Serve (RTS) Outside City	6"	Per Service Per Month	\$1,338.87
*RTS In City for Larger than 6" based on AWWA Capacity Factors in Ordinance 261 dated 5/22/22 & Ordinance 252 dated 8/20/19			
Late Payment Penalty Fee		After Due Date	10%