



FEES

Fees provided are for information only and are subject to change. Contact the Township office to verify current prices. The Township accepts cash, check, credit card, and money orders for all fees.

Building, Mechanical, Plumbing, Electrical Permits

- Contact the Kalamazoo Area Building Authority (KABA) for details or visit their website at www.kaba-mi.org (269) 216-9511

Credit Card and E-Check Fees

- **Credit/Debit Card Convenience Fee**
 Visa, MasterCard, Discover, American Express, PayPal, Venmo, Google Pay, Apple Pay 3% of payment; \$3.00 minimum
- **E-Checks**
 Up to \$10,000 \$ 3.00
 Over \$10,000 \$10.00
- **Returned Check Fee** \$30.00

Comstock and Maple Grove Cemetery (Fees Approved by Board 12/18/2023) Fee

	Regular Rate	Winter Rate
➤ Weekday Graves - Regular Burial	\$ 900.00	\$1150.00
➤ Weekday Graves - Child or Baby Burial	\$ 800.00	\$1050.00
➤ Weekday Graves - Standard Cremation	\$ 650.00	\$650.00
➤ Weekday Graves - Cremation-Large Vault	\$ 750.00	\$950.00
➤ Weekday Graves - Drop-off Cremation	\$ 375.00	\$375.00
➤ Weekday Graves - Drop-Off Cremation-Large Vault	\$ 475.00	\$675.00
➤ Weekday Graves - Service Scheduled after 2:30 pm-Addt'l Charge	\$ 100.00	\$100.00
All Monday burials (or Tuesday burials if Monday is a holiday) must be ordered by 4:30 p.m. on the previous Thursday		
➤ Saturday Graves - Regular Burial	\$1,275.00	\$1500.00
➤ Saturday Graves - Child or Baby Burial	\$ 1150.00	\$1400.00
➤ Saturday Graves - Standard Cremation	\$ 1000.00	\$1000.00
➤ Saturday Graves - Cremation w/Large Vault	\$ 1150.00	\$1250.00
➤ Saturday Graves - Service Scheduled after 11:30 am-Addt'l Charge	\$ 100.00	\$100.00
➤ Cremains Placed in a Headstone	\$ 250.00	
➤ Lot Price - Resident	\$ 250.00	
➤ Lot Price - Non-Resident	\$ 500.00	
➤ Cremation-only Lot Price -Resident	\$ 125.00	
➤ Cremation-only Lot Price - Non-Resident	\$ 250.00	
➤ Columbarium Niche - Resident	\$ 900.00*	
➤ Columbarium Niche - Non-Resident	\$ 1100.00*	
➤ Foundations; per square inch	\$ 0.60	
➤ Additional Charges:		
- Cemetery work or snow removal with Bobcat	\$ 185.00/hr.	
- Use of Hydraulic Hammer if necessary due to frost	\$ 300.00	

- Large Vault shall be defined as a container with outside measurements larger than **12" x 12"** at the base.
 - There will be an additional charge of \$450 for burials on a day prior to a holiday (i.e., New Year's Day, MLK Jr Birthday, President's Day, Memorial Day, Juneteenth, July 4th, Labor Day, Columbus Day, Veteran's Day, Day Before/Day of/Day After Thanksgiving, Christmas Eve, Christmas Day).
- *Columbarium includes engraved plaque; an additional fee may be assessed if there is a price difference in plaque from time of purchase to time of need. No columbarium openings and closings on weekends, holidays, or evenings.
 *Payment plans can be arranged and must be paid in full by the time of interment or setting of foundation or plaque.

Comstock Transfer Station (Effective 1/01/2024) Fee

➤ New or Replacement Card (one per household-proof of residency)	\$ 20.00/card
➤ Card Renewal	\$ 10.00/annual
➤ Rubbish (no household trash)	\$ 30.00/cubic yard
➤ Tree debris & sticks; branches & logs allowed in designated area.	\$ 10.00/cubic yard

Revised: 01/03/2024

- | | |
|--|------------------------------------|
| ➤ Tires (Limit of six tires per household) | \$ 4.00/tire; \$5.00/tire with rim |
| ➤ Grass clippings, garden waste & leaves (no sticks or bags) | No Additional Charge |

Sanitary Sewer Connection**Fee**

- | | |
|---|----------------------------|
| ➤ Special Assessment (FF Charge-Per GIS) – 06/01/2011 | \$ 50.00/FF |
| ➤ Parcel Fee – 06/01/2011 | \$ 4,500.00 |
| ➤ Per Unit Benefit Fee – 06/01/2011 | \$ 2,000.00 |
| ➤ User Unit Schedule-Charge based on demand – 8/2004 | See Treasurer for Schedule |

Water Service Connection**Fee**

- | | |
|--|-------------|
| ➤ Water service connections are done by the City of Kalamazoo or City of Galesburg, depending on address; please contact the Township for more details | |
| ➤ Water Service Special Assessment (FF Charge-Per GIS) – 6/1/2011 | \$ 37.00/FF |

Sanitary sewer and/or water service connection private contract agreements are available with interest charged on the principal balance. For any parcels on a corner lot, the first 150 feet on the longest side is exempt from the front footage charge.

Economic Development**Fee****(Approved 8/16/2021)**

- | | |
|--|-------|
| ➤ Industrial Facilities Tax (IFT) Exemption Certificate Application | \$500 |
| ➤ IFT w/Establishment of Industrial Development District (IDD) Application | \$750 |

Planning and Zoning Application Fee Schedule**Fee****(Amended 10/03/2022)**

- | | |
|--|---|
| ➤ Rezoning | \$600/1st ac; \$50 ea add'l acre up to \$2,000 |
| ➤ Master Plan Amendment | \$600 |
| ➤ Text Amendment | \$600 |
| ➤ Special Exception Use (SEU) | \$600 |
| ➤ SEU Amendment | \$300 |
| ➤ Conceptual Plan | \$100 |
| ➤ Administrative Approval | Same as Site Plan Amendment: Minor |
| ➤ Site Plan Amendment: Minor | \$250 + Escrow of \$750* |
| ➤ Site Plan Amendment: Major | SPR + Escrow of \$1,000* |
| ➤ Site Plan Review (SPR): | |
| < 6 Dwelling units or <1,500 s.f. | \$600 + Escrow of \$750* |
| 6–99 Dwelling units or 1,500 to 50,000 s.f. | \$700 + Escrow of \$1,000* |
| 100 Dwelling units or > 50,000 s.f. | \$800 + Escrow of \$1,500* |
| ➤ PUD/PURD/PUMD | SEU + SPR |
| ➤ Plat, Step 1-3 | \$300 per Step + Escrow of \$1,500* |
| ➤ Site Condo, Step 1-3 | \$300 per Step + Escrow of \$1,500* |
| ➤ Variance Request | \$600 |
| ➤ Ordinance Interpretation | \$600 |
| ➤ Zoning Verification Letter | \$100 |
| ➤ Zoning Compliance Permit; Access. Bldgs. | \$ 25 |
| ➤ Zoning Compliance Permit; Chickens | \$ 25 |
| ➤ Accessory Dwelling Unit | \$100 + possible additional sewer user unit fees |
| ➤ Temporary Outdoor Sales & Service | \$50; \$25 renewal in same calendar year |
| ➤ Keeping of Chickens Permit | \$25 |
| ➤ Temporary Sales and Service Permit | \$50/\$25 renewal same calendar year |
| ➤ Hawkers, Peddlers & Solicitors Permit | \$50 |
| ➤ Clear Cutting of Trees Permit | \$75 + escrow if Twp Engineer review is necessary |
| ➤ Zoning Compliance Permit; Wireless Communication Facility (WCF); | |
| Type A WCF | \$ 50 |
| Type B & C WCF | \$600*** |
| Type D WCF | \$ 75 |
| Type E WCF | \$600*** |
| ➤ Land Division | \$150 |
| ➤ Parcel Re-description/Lot Line Adjustment | \$ 75 |

Revised: 01/03/2024

➤ Parcel Combination	\$ 25
➤ Collection Box	\$200 per box-new permit; \$100 – annual renewal fee
➤ Sign Permits:	
Permanent freestanding or wall sign	\$ 100
Replacement face on existing sign	\$ 50
Temporary sign	\$ 25 **
➤ Special PC Meeting	\$1000
➤ Special ZBA Meeting	\$1000

* **Escrow Account** – Deposit against which actual fees for Township Engineer, Township Attorney, and any outside consultants will be charged. Residual will be returned to applicant. Account to be replenished as needed and requested by Zoning Administrator. Zoning Administrator may modify escrow amount charged with initial application. The Escrow Fee Policy was approved by the Board on 8/3/2015.

** **Fee doubled if temporary sign is in place before Temporary Sign Permit is issued.**

*** **Wireless Communication Facility (WCF):** This type of WCF is a special except use. The \$500 WCF application fee includes the special exception use fee.

Maps (Fees Approved by Board 7/7/2014)¹

	Fee
➤ Street Map (8 ½ x 11)	\$ 4.00
➤ Parcel Area Location Map (8 ½ x 11)**	\$ 5.00
➤ Water/Sewer Area Loc. Map (8 ½ x 11)**	\$ 6.00
➤ Zoning Area Loc. Map (8 ½ x 11)**	\$ 7.00
➤ School District Map (8 ½ x 11)	\$ 7.00
➤ Area Location Map of Future Land Use (8 ½ x 11)**	\$ 7.00

¹Some of these maps are available for viewing and printing in full size on our website at www.comstockmi.gov. If map contains area information pertaining to the property Owner's parcel there is No Charge to property owner.

Copies (These fees were updated in connection with FOIA Requests)

	Fee
➤ Size: 8 ½ x 11 (1-side, 2-sided)	\$ 0.10
➤ Size: 8 ½ x 14 (1-side)	\$ 0.10
➤ Size: 8 ½ x 14 (2-sided)	\$ 0.10
➤ Size: 11 x 17 (1-side/2-sided)	- at cost-
➤ Deed (per page) (Fee approved by TB 10/20/2010)	\$ 1.00

Parks & Recreation Department (Board Approved Changes eff. 1/1/2023)

	Fees
➤ Softball Summer Leagues (14-week schedule)	\$ 580.00 (\$30 forfeit fee)
➤ Softball Fall Leagues (8-week schedule)	
Single Game	\$ 325.00
➤ Ball Field Rental	
Per field per day	\$ 200.00
Per field per day – non-profits	\$ 100.00
Per field – lights	\$ 25.00/hr.
➤ Ball Field Rental – Pitchers with Metal Cleats	
Per field per day	\$ 250.00
Per field per day – non-profits	\$ 150.00
Per field – lights	\$ 25.00/hr.
➤ Merrill Park – Pavilion Rental	
All day only	\$ 50.00 Resident
	\$ 90.00 Both Pavilions
➤ Robert Morris Park - Pavilion Rental	
9:00 am – 2:00 pm	\$ 50.00
3:00 pm – Sunset	\$ 50.00
All Day	\$ 100.00
➤ Robert Morris Park – Vehicle Parking	
Day Pass	\$ 5.00
Annual Pass – Comstock Resident	\$ 25.00

Revised: 01/03/2024

Annual Pass - Non-Resident	\$ 25.00
Annual Pass - Senior (60 +)	
Resident	\$ 10.00
Non-Resident	\$ 10.00