

# PLAINFIELD CHARTER TOWNSHIP

## Facilities Management

5205 Plainfield Ave • Grand Rapids, MI 49525 • plainfieldmi.org

### MEMO

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TO: Cameron Van Wyngarden, Township Superintendent

FROM: Joe Ketchum, Facilities and Asset Manager

DATE: April 8, 2026

RE: Amendment – 2026 Rates and Charges – Pavillion Rental

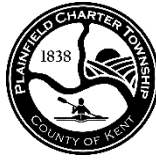
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This is a request for the Township Board to approve the proposed amendment to the 2026 Rates and Charges Resolution to add rental fees for the pavilions at Versluis and Grand Rogue Parks. These changes are shown in red font on page 7 in the attached.

The township has long provided pavilion rentals at DW Richardson Park. We are now pleased to extend this rental opportunity to the pavilions at Versluis and Grand Rogue Parks, moving away from a “first come, first serve” approach.

**Recommendation.** Staff recommends that the Township Board approve the amendment to the 2026 Rates and Charges Resolution as proposed.

Attachment



PLAINFIELD CHARTER TOWNSHIP  
KENT COUNTY, MICHIGAN

**RESOLUTION NO. 2025-31**

**RATES & CHARGES**

EFFECTIVE: January 1, 2026

<b>ASSESSING DEPARTMENT</b>	
Residents may receive one copy, per year of their own record card at no charge (fax not included)	
Industrial Facilities Tax (IFT) Abatement Application (including establishment of district)	\$1,000.00
Industrial Facilities Tax (IFT) Abatement Application (without establishment of district)	\$800.00
Reapplication of IFT (after initial 3-year term)	\$200.00
Transfer of IFT Exemption	\$300.00
Amendment of IFT Certificate	\$600.00
Commercial Rehabilitation Tax Exemption (CRTE) Application (including establishment of district)	\$800.00
Land Division/Boundary Change	\$100.00, and \$50.00 per each legal description over 2, a \$300 escrow may be required for legal, engineering or recording fees
Split Availability Determination	\$100.00 This fee may be applied to Land Division Application fee.
<b>CEMETERY</b>	
<b>Graves (Single &amp; Multiple)</b>	
Single Grave	\$950.00
<b>Grave Opening &amp; Closing Fees</b>	
<i>Weekday Rates</i> (rate based on scheduled time of graveside service)	
Interment	\$1050.00 and \$1200.00 after 2 pm.
Cremation Burial	\$250.00 and \$400.00 after 2 pm.
<i>Weekend Rates</i>	

Interment	\$1350.00
Cremation Burial	\$550.00
<b>Columbarium Fees</b>	
Cremation Niches – 11 ¼ x 11 ¼ x 11 ¼	
Niche	\$750.00
<b>Columbarium Opening &amp; Closing Fees</b> For Each Urn - Two (2) Urn Maximum Per Niche	
Weekday	\$100.00 - plus \$150.00 per hour after 2 PM
Weekend	\$250.00 - plus \$150.00 per hour after 2 PM
<b>Columbarium Inscription Fees</b>	
Schedule with Patten Monument	
<b>Foundations for Headstones</b>	
2 sq. ft. – 6 sq. ft.	\$125.00
Over 6 sq. ft.	\$125.00 + \$35.00 per each additional square foot
<b>COMMUNITY DEVELOPMENT DEPARTMENT BUILDING SERVICES</b>	
Note: Performance bond amounts may be reduced or increased as determined by the Community Development Department	
Construction Board of Appeals Application	\$300.00 and escrow (as determined by the Community Development Department)
Building (Residential and Commercial), Electrical, Mechanical, and Plumbing Permits	Administered through Cascade Township – 616.949.3765 <a href="http://www.cascadetwp.com/ReferenceDesk/Forms.asp">http://www.cascadetwp.com/ReferenceDesk/Forms.asp</a>
Performance Bonds for Lawn Establishment, Driveways, Sidewalk Installation and other	As determined by the Community Development Department
<b>ORDINANCE ENFORCEMENT SERVICES</b>	
<b>International Property Maintenance Code, Zoning Ordinance, and Applicable Code of Ordinances</b>	
Repeated notice of violation (after first notice)	\$100.00
Additional Inspections	\$100.00
Prosecution/Civil Infraction Preparation	\$200.00
-Additional Civil Infractions for Same Case	\$100.00
Administrative Fee for Vendoring	\$100.00
-Administrative Fee for Each Subsequent Vendoring for Same Property	\$350.00
Compliance Extension	\$100 per order

Condemnation for Human Occupancy	\$200 per order
-Fee, per day, for non-compliance (continuing occupancy)	\$100.00
Notice of Repair or Demolition	\$200.00
Demolition of Structure	\$200.00
Title Search per parcel	At Cost
Issuance of Stop Work Order	\$200.00
-Fee, per day, for non-compliance (continuing activity)	\$200.00
Vendoring Services (trash/junk vehicle removal, mowing, snow removal, demolition, etc.)	At Cost
Appeal Board Hearing	\$150.00
<b>PLANNING &amp; ZONING SERVICES</b>	
Note: Initial escrow deposit amounts may be reduced or increased as determined by the Community Development Department	
Amendment to An Approved PUD - Minor	\$200.00 and \$300.00 Escrow
Amendment to An Approved PUD - Major	\$500.00 and \$500.00 Escrow
Brownfield Redevelopment Application	\$500.00 and Escrow (as determined by the Community Development Department)
Business Temporary Signs – Grand Opening/Closing & Change in Ownership	\$35.00 and \$50.00 deposit
Development Review Services - Township Engineer	\$72.00 per hour - charged to escrow
Elevation and Floodplain Review	\$100.00
Legal Document Recording (sidewalk postponement, easements, etc.)	At Cost
Master Plan Book	At Cost
Non-Motorized Transportation Fund – Payment in Lieu of Required Sidewalk or Non-motorized Trail *As determined by the Community Development Department	\$55 per linear foot-*Unimproved Areas \$25.00 per linear foot-*Improved Areas
Plats	\$500.00 and \$500.00 Escrow
Planning Commission - Special Meeting	\$1,000.00
Private Road - New	\$500.00 and \$500.00 Escrow
Private Road Existing - Extension	\$200.00 and \$500.00 Escrow
Rezone (Including PUD)	\$500.00 and \$500.00 Escrow
Shared Drive (serving 5 or less parcels) and Existing Private Road -No Extension – Requiring Administrative Review	\$200.00 and \$200 Escrow

Shared Drive (serving 5 or less parcels) – Requiring Planning Commission Review	\$500.00 and \$500.00 Escrow
Site Condominium Projects	\$500.00 and \$500.00 Escrow
Site Plan Review - Administrative – Major	\$200.00 and \$300.00 Escrow
Site Plan Review – Administrative - Minor	\$50.00 and \$300.00 Escrow
Site Plan Review - Planning Commission	\$500.00 and \$500.00 Escrow
Administrative Site Plan Review	\$200.00 and \$300.00 Escrow
Soil Removal Permit	\$600.00 and \$1,000.00 Escrow
Soil Removal Permit - Renewal	\$200.00 and \$500.00 Escrow
Special Assessment District Application	\$500.00 and \$2,000.00 Escrow
Special Use Permit	\$500.00 and \$500.00 Escrow
Zoning Board of Appeals Application	\$200.00 and \$300.00 Escrow
Zoning Board of Appeals - Special Meeting	\$500.00 (additional)
Zoning Map	\$25.00
<b>Maps from Plotter with Aerial Overlays</b>	
11” x 17”	\$5.00
18” x 24”	\$15.00
24” x 36”	\$35.00
34” x 44”	\$60.00
<b>Maps from Plotter without Aerial Overlays</b>	
11” x 17”	\$1.00
18” x 24”	\$3.00
24” x 36”	\$5.00
34” x 44”	\$10.00
<b>FIRE DEPARTMENT</b>	
Alarm Cost Recovery Ordinance	<p><b><u>Section 3.01 - Brush fires out of control and arsons</u></b>  Haz-Mat formula as adopted</p> <p><b><u>Section 3.02 - Illegal acts (DUI)</u></b>  Haz-Mat formula as adopted</p> <p><b><u>Section 3.03 - Expenses incurred beyond “normal” fire suppression costs</u></b>  Actual Cost of service or equipment</p> <p><b><u>Section 3.04 - Containment, abatements or any safety measure in connection with hazardous and/or toxic material release.</u></b>  Haz-Mat formula as adopted</p> <p><b><u>Section 3.05 - Vehicle accidents</u></b>  Each vehicle involved in the accident will be charged (\$200 per criteria met; \$800 maximum) if they meet at least two of the following criteria: vehicle towed, PFD provided medical, PFD provided clean-up of debris or fluids, extrication from vehicle), plus wages after the second hour.</p> <p><b><u>Section 3.06 - Hazardous conditions (wires down, ruptured gas main, etc.)</u></b>  Haz-Mat formula as adopted</p>

	<p><b><u>Section 3.07 - Requests for reports or documentation</u></b> \$10.00</p> <p><b><u>Section 3.08 - False alarms due to malfunctioning equipment within a consecutive 12-month period.</u></b> \$250.00 for the 4<sup>th</sup> false alarm increased by \$50.00 every alarm thereafter.</p> <p><b><u>Section 3.09 - Standby at event or situation</u></b> \$350 up to 4 hours, \$150 for each additional hour Invoiced at discretion of Fire Chief</p> <p><b><u>Section 3.10 - Failure to comply with the Fire Code</u></b> \$200.00 per inspection after the third inspection, until such time as the property is in compliance with the code.</p> <p>Large Li-Ion Battery Recycling Pail - \$235 16 Gallon Drum Li-Ion Battery Recycle - \$630.00</p> <p>Inspections and investigations outside township - \$130 per hour</p>
<p>Fire Department Reimbursement- \$0.75 per \$1,000.00 of insured cost of vehicle and one staff per vehicle /per hour. Additional staff will be billed at current pay rates per hour.</p>	<p><u>Apparatus</u></p> <p>Aerial Truck - P3 \$1705.00</p> <p>Command - C1 \$100.00</p> <p>Command - C2 \$100.00</p> <p>Command - C3 \$105.00</p> <p>Command – U3 \$100.00</p> <p>Engine - E1 \$805.00</p> <p>Engine - E3 \$805.00</p> <p>Engine - E6 \$805.00</p> <p>Squad 1 - S1 \$540.00</p> <p>Squad 3 - S3 \$540.00</p> <p>Inspector 3 - \$100.00</p> <p>Mule - SO4 - \$65.00</p>
<p><b>Training Center - Rental Rates</b></p>	
<p><b>Damage Deposit for Training Center (refundable) \$200</b></p>	
<p>4 Hours or Less</p>	<p>\$200 – Use of Audio-Visual System plus \$100</p>
<p>4 To 8 Hours</p>	<p>\$400 – Use of Audio-Visual System plus \$200</p>

<b>GENERAL TOWNSHIP</b>	
Copies (black & white)	\$0.10 per page
Copies (color)	\$0.10 per page – maps up to 11X17 \$1.00
Notary Public Services	Per document: \$10.00 for first notarial stamp; \$1.00 each additional stamp
NSF (Checks & Automatic Debit)	\$25.00
Recording Fees - Deed, Mortgage, Lis Pendens, Certified Copy, or Other Instrument	\$30.00 per document, set by the Michigan Legislature.
Passport Photographs	(set of 2 photo's) \$17.00
<b>Freedom of Information Act (FOIA)</b>	
Copies (black & white)	\$0.10 per page
Copies (color)	\$0.10 per page
Copies – Maps up to 11X17	\$1.00
Labor Time	Refer to FOIA Policies and Guidelines
Postage	Actual Charges/cost – non-paper physical media
Research Time	Refer to FOIA Policies and Guidelines
<b>Business &amp; Event Licenses</b>	
Carnivals	\$10.00 per day, per ride
Circus	\$75.00 per day
Food Trucks/Special Events	\$35.00
Going Out of Business Sale	\$50.00 (As established by MCL 442.216)
Liquor License application fee	\$ 100.00
Seasonal Sales	\$30.00 and \$200.00 security deposit (refundable)
Short-Term Open-Air Sales	\$30.00 (1-14 days); \$60.00 (15-28 days) and \$200.00 security deposit (refundable)
Solicitors	\$30.00 per person for 30 days
Trash Haulers	\$20.00 per vehicle, per year
Pawn Shop, Secondhand Dealer, Precious Metals and Gems	\$100.00

<b>LIBRARIES</b>	
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Conference Room Rental	\$25.00 per meeting (Plainfield Only)
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<b>PREMIER, VERSLUIS AND GRAND ISLE PARK SPECIAL EVENTS</b> (Fees are negotiable based on scale of event and use of park facilities)	
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Tournaments and similar events	\$200-\$1,000 per facility per day
Cycling and Running events	\$3.00 per participant

<b>COMMUNITY &amp; SENIOR CENTER - RENTAL RATES</b>	
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Monday or Tuesday 5pm – 11pm	Free upon Board Approval
Wednesday - Friday 5pm – 11pm	\$100.00
Saturday OR Sunday – ALL DAY (10am – 11pm)	\$200.00
<del>DW Richardson Pavilion – SUNDAY ONLY (10am – 10pm)</del>	<del>-\$100.00</del>
Damage Deposit for Community Center	\$200.00 (refundable)
<del>Damage Deposit for DW Richardson Pavilion</del>	<del>\$100.00 (refundable)</del>

<b>PARK PAVILLIONS RENTALS - RENTAL RATES</b> (DW Richardson, Versluis, and Grand Rogue)	
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Memorial Day weekend through Labor Day 9am – 8pm	\$100.00 (Daily)
Damage Deposit	\$100.00 (refundable)

<b>WATER &amp; SEWER</b>	
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<b>Water</b>	
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Base Fee for 1” and smaller meter	\$5.75 per month
Base Fee for 1.5” meter	\$12.94 per month
Base Fee for 2” meter	\$ 23.00 per month
Base Fee for 3” meter	\$51.69 per month
Base Fee for 4” meter	\$91.93 per month
Base Fee for 6” meter	\$206.80 per month

Consumption Charge	Residential	
	Tier (1,000 of gallons)	Per 1,000 Gallons
	0-2	\$4.28
	2-4	\$4.50
	4-8	\$5.73
	8-16	\$7.06
	16+	\$8.38
	Commercial, Industrial , Non-profit, Government Irrigation	
	Tier (1,000 of gallons)	Per 1,000 Gallons
	0-2	\$5.73
2+	\$8.38	
Commercial, Industrial , Non-profit, Government Regular		
\$4.67 per 1000 Gallons		
Construction As-Builts	\$1.00 per sheet	
Hydrant Permits	\$6.00 per 1,000 gallons (ALL permits) \$85.00 - daily permit (8:00 AM to 3:30 PM) \$200.00 - annual permit, plus \$150.00 per month \$1200.00 meter assembly deposit	
Fire Protection FS01 1 ½"	\$4.00 per month	
Fire Protection FS04 4"	\$8.00 per month	
Fire Protection FS06 6"	\$20.00 per month	
Fire Protection FS08 8"	\$40.00 per month	
Fire Protection – PRIOV	\$18.00 per month	
Hydrant Rental	\$17.70 per month	
Hydrant Main	\$2.00 per month	
Algoma Hydrant Main Fee HY04	\$6.68 per month	
SA-Algoma Rate Surcharge	\$3.70 per month	
Meter & Recorder (5/8", 3/4", )	\$540.00	
Meter & Recorder (1" or Greater)	\$700.00 plus time & material	
Meter Accuracy Test (Up To 1")	\$25.00	
Meter Accuracy Test (1 1/2")	\$35.00	
Meter Accuracy Test (2" & Greater)	\$100.00	
Meter Connection & Service Inspection Fees	\$75.00 - 1 <sup>st</sup> Re-Scheduled Appointment \$150.00 - 2 <sup>nd</sup> Re-Scheduled Appointment	
Paper Billing Fee	\$1.00 per bill	
	Fee credited with paperless bill	
Water Service Disconnection	\$100.00	
Water Service Complete Elimination (Disconnection from Water main & Cap)	Time and material	
Water Availability Charge (Minimum 75')	\$30.00 / front foot-single family, duplex residential \$40.00 / front foot-multi-family, commercial, industrial	

Water Connection Charge	\$1,475.00 per residential equivalent factor (REU) and meter equivalent factor
Water Tap-On Charge (Up To 1")	\$930.00
Water Tap-On Charge (Over 1")	\$930.00 plus time & material over \$930.00 base
Water Turn Off/On (Delinquent Payment)	\$50.00
Water Turn Off/On (Owners, Realtor, or Financial Institution Request)	\$25.00
Water Turn Off/On (After Hrs. & Weekends)	\$100.00
<b>Sewer</b>	
Base Fee for 1" and smaller meter	\$13.41 per month
Base Fee for 1.5" meter	\$30.18 per month
Base Fee for 2" meter	\$53.66 per month
Base Fee for 3" meter	\$120.75 per month
Base Fee for 4" meter	\$214.66 per month
Base Fee for 6" meter	\$483.00 per month
Consumption Charge	\$8.56 per 1,000 gallons
Sewer Availability Fee (Minimum 75')	\$50.00 / front foot-single family, duplex, residential \$60.00 / front foot-multi-family, commercial, industrial
Sewer Connection Fee	\$1,500.00 per residential equivalent unit (REU) and meter equivalent factor
Sewer Trunkage Fee (NKSA)	\$4465.00 per Meter Equivalent Factor
Sewer Inspection Permit	\$60.00
Sewer Only Flat Rate	\$46.59 per month
Sewer Only Flat Rate - Mobile Home	\$41.06 per month

The foregoing rates and charges shall remain in effect until modified by subsequent resolution of the Township Board.

At a regular meeting on November 10, 2025, member Hagedorn moved, seconded by member Pfaff to approve a resolution to establish the Township Rates & Charges, effective January 1, 2026.

NOW, THEREFORE BE IT RESOLVED that the Plainfield Charter Township Board does hereby approve of the above Township Rates & Charges.

Ayes: Hagedorn, Morrow, McKellar, Pfaff, Reminga, Batey

Nays: None Abstain/Absent: Coleman

Resolution No. 2025-31 declared adopted.

Steven McKellar, Clerk