

**BROOKS TOWNSHIP ANNUAL FEE SCHEDULE**  
**March 18, 2025**  
**Resolution 2025-392**

**ANNUAL RESOLUTION REGARDING CERTAIN FEES CHARGED BY THE TOWNSHIP**

Board member \_\_\_\_\_, Supported by Board member \_\_\_\_\_, moved for the adoption of the following resolution:

WHEREAS, the Brooks Township Board has established fees for certain services;

WHEREAS, the Township Board intends to establish fees beginning April 1, 2025;

NOW, THEREFORE, BE IT RESOLVED THE FEES ARE AS FOLLOWS:

**GENERAL CHARGES**

CHARGES

Copies	\$ .15
Copies of assessment cards from computer:	
First copy (for property owners' own card)	FREE
Each additional copy	\$ 5.00
Each copy requested by someone other than the property owner	\$ 5.00
Copies of Voter Registration list plus cost of copies	\$ 5.00
Photocopies of tax receipts	\$ 2.00
Miscellaneous copies requested (per page)	\$ 2.00
Returned Checks (non-sufficient funds)	\$ 25.00
Zoning Book	\$ 50.00
Zoning Map	\$ 5.00

**PERMITS AND APPLICATIONS**

Footnotes #1 through #4 may apply to all permits and applications

**Industrial, Commercial, Multi-Family and Residential Permits**

Zoning Compliance Permits (in person)	\$ 50.00 Per Permit
Zoning Compliance Permits (online)	\$ 53.00 Per Permit
Amendments to current permits	\$ 25.00 per amendment

Special Land Use	\$ 200.00 Application	\$ 500.00 Regular Meeting
Rezoning Request	\$ 200.00 Application	\$ 500.00 Regular Meeting

Site Condominium	\$ 200.00 Application	\$ 500.00 Regular Meeting
Planned Unit Development	\$ 200.00 Application	\$ 500.00 Regular Meeting
Sub Division	\$ 200.00 Application	\$ 500.00 Regular Meeting
Private Road	\$ 200.00 Application	\$ 500.00 Regular Meeting
Conditional Zoning	\$ 200.00 Application	\$ 500.00 Regular Meeting
Variance Request of Zoning Board of Appeals		\$ 550.00 Per Meeting
Site Plan Review (Stand alone or additional review)		\$ 350.00 Per Review
Land Division /Combination		\$ 50.00 Per Affected Parcel
Hearings and Special Meetings of the Planning Commission		\$ 750.00 Per Special Meeting
	(Meeting dates other than the regular meeting nights)	
PA 425 Agreements		\$1,200.00 Per Agreement
Annexation Process		\$1,200.00 Per Process

***Footnotes***

1. An additional fee will be charged to cover Township additional cost for all Boards wages and legal fees.
2. Additional Fees will be charged to cover cost for any outside professional services that may be required.
3. Publication Cost over \$100.00 may be charged to applicant on any zoning request.
4. An escrow account is required for permitting or site plan review process. Please see Resolution 2009-245.

Upon a vote the following voted;

“Aye”

“Nay”

“Absent”

“Abstained”

THEREUPON, the clerk declared the resolution adopted by the members of the Board of Brooks Township, Newaygo County, Michigan at a regular meeting thereof held on the 18th day of March 2025.

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Jennifer J. Badgero  
Clerk of Brooks Township