

Village of Kingsley Fee Policy

It is the policy of the Village of Kingsley that fees levied for various permits and services performed by the Village shall bear a reasonable relationship with the actual cost to the Village. Fees collected shall be used to offset the actual costs of administering the Ordinances of the Village. These costs shall include, but are not limited to: postage, photocopying, newspaper public hearing advertisements, notices to adjoining property owners, salaries, wages of staff, trustees, officers and commissioners, film, mileage, phone tolls and fax charges, maps, reproduction of application materials, inspections, and other staff review and preparation time.

Additional Costs of Review: An applicant shall be required to pay such additional fees in the amount determined by the “actual costs”, as documented and billed as incurred, such as attorney fees, professional planner, engineer, surveyor, architect, accountant, landscape architect and other professionals hired by the Village of Kingsley to determine the extent of conformance or nonconformance with the Village of Kingsley master plan, zoning ordinance and other ordinances and regulations of the Village of Kingsley.

Land Use Permits:

Single Family Dwelling, including garage/carport	\$50.00
Mobile or Manufactured Home	\$50.00
Residential additions	\$40.00
Multiple Family Development – per unit	\$40.00
Garage, Carport or other accessory buildings or structures	\$30.00
Driveway Permit (24 foot maximum width) – at time of building construction – no charge	
To serve an existing building or new access	\$30.00
Fence Permit	\$20.00
Retaining Wall	\$20.00
Commercial Building	\$100.00
Commercial Addition	\$80.00
Commercial parking Lot – with original land use permit	\$20.00
Parking Lot Permit only – (existing business)	\$50.00
Renewal of expired Land Use Permit	\$30.00
Penalty for not obtaining a Land Use Permit prior to construction – Double original fee	

Fees for Services:

Zoning Change/ Rezoning	\$500.00
Site Plan Review	\$500.00
Special Use Permit	\$500.00
Zoning Board of Appeals Hearing- Variance or Appeal	\$500.00

Miscellaneous:

Sign – Commercial or Home Occupation	\$30.00
Plat fees	
1-20 lots	\$500.00
Each additional lot	\$50.00

Food Truck Fees

One day permit	\$10.00
30 day permit	\$50.00
6 Month Permit	\$200.00
One Year Permit	\$300.00

Utility Right of Way Permits, Water & Sewer Service Line & Hook-up, and Water/Sewer Security Deposits- Please check with the Village for current rates