



NEW BUFFALO TOWNSHIP INSPECTION AND FEE SCHEDULE

Building and Zoning Department

17425 Red Arrow Highway, New Buffalo, MI 49117 - Phone (269) 469-1011

Inspections are to occur at a frequency no less than the following:

Inspected Annually

- Assembly occupancies with an occupant load of 100 or more, except churches and synagogues.
- High hazard occupancies.
- High-rise occupancies, regardless of classification, with a high-rise occupancy defined as any occupancy with an occupied floor more than 55 feet above the lowest level of fire department access.
- Institutional occupancies.
- Residential occupancies except one- and two-family residences, and rentals.

Inspected Every Two Years

- Industrial occupancies

Inspected Every Three Years

- Assembly occupancies with an occupant load of less than 100. Churches and synagogues, regardless of occupant load.
- Business occupancies.
- Mercantile occupancies.
- Storage occupancies.
- Miscellaneous occupancies.
- Rentals

Description	Unit Price
Assembly Occupancy <10,000 sq. ft.	\$200.00
Assembly Occupancy >10,000 sq. ft.	\$200.00
High Hazard Occupancies	\$200.00
High-Rise Occupancies	\$1,000.00
Institutional Occupancies	\$150.00
Day Care Centers	\$80.00
Hotels	\$800.00
Rentals	\$300.00
Industrial Occupancies	\$200.00
Business Occupancies <6,000 sq. ft	600.00
Business Occupancies >6,000 sq. ft	300.00
Mercantile Occupancies <6,000 sq. ft.	\$80.00
Mercantile Occupancies > 6,000 sq. ft	\$150.00
Miscellaneous Occupancies	\$150.00
Storage Occupancies.	\$200.00
Complaint Inspection	Free if no violation found
Failure to keep appointment	\$25.00
Failure to arrange for re-inspection	\$25.00
Violation(s)	\$75.00
Special Inspection after business hours	\$80.00
Administrative fees	\$25.00



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The following are standard procedures and deviations may occur:

1. Fire Inspectors will schedule an Initial Inspection with the owner, manager or authorized person(s) by phone, letter or direct contact.

2 Provided below are the procedures for New and Existing Buildings document including the Fire Inspection Service Fees.

1st Initial Inspection: The Fire Prevention Inspector will perform the initial inspection with the owner, manager or authorized person(s) present. Failure to keep appointment or provide entry for scheduled inspection fees will apply.

Violation(s) Noted:

A. Violations will be identified in the inspector's report and a copy provided.

B. Correction of the violations is required within immediate to 30 days. If upon re-inspection the items are not corrected a \$75.00 re-inspection fee will be issued.

C. A field inspection and administrative fee may be applied if abatement action has not been completed within the required time frame by the responsible parties.

D. Appeals: A Letter or Appeal must be submitted within 10 days of the date of the report.

2nd Inspection: The owner, manager or authorized person(s) shall schedule the 2nd Inspection within the abated time. **Failure to arrange re-inspection, keep appointment or provide entry for scheduled inspection fees will apply**

A. If the violations have been corrected, the case is closed, and no additional field inspection fees will be applied. Administrative fees shall apply for second inspection.

B. If the violations have not been corrected, they will be identified in the inspector's report and a copy provided

C. If upon third inspection the items are not corrected a \$75.00 re-inspection fee will be issued along with FINAL NOTICE and penalty per the VIOLATIONS section of NEW BUFFALO TOWNSHIP ORDINANCE.

3rd Inspection: The owner, manager or authorized person(s) shall schedule the 3rd Inspection within the abated timeframe

A. If the violations have been corrected, the case is closed, and administrative fees shall apply for 3rd inspection.

B. Civil infraction violation served, and Administrative fees shall apply. (Please see number 11. Violations of the business license application.)

C. Additionally, the violator shall pay costs which may include all expenses, direct and indirect, to which the Township of New Buffalo has incurred in connection with the municipal civil infraction. In no case, however, shall costs of less than \$20.00 nor more than \$500.00 be ordered. In addition, the Township of New Buffalo shall have the right to proceed in any court of competent jurisdiction for the purpose of obtaining an injunction, restraining order, or other appropriate remedy to compel compliance with this.