

Credit River Township Policy Statement

Policy: Township Developer Administrative Costs

Policy Number: 2008-10

Dated: 4-7-08

Purpose of Policy: To ensure that the cost of development is not borne by the township.

Policy:

All costs incurred to the township associated with a land use application are to be paid by the Applicant. The Applicant shall reimburse the Township for all reasonable administrative, legal, planning, engineering and other professional costs incurred in the processing of said land use application, the creation, administration, enforcement or execution of any Developer's Agreement, as well as all reasonable engineering expenses incurred by the Township in designing, approving, constructing, installing, and inspecting any required improvements.

Township Administrative charges that may be charged against the applicant's escrow account include mileage reimbursement, personnel time at an hourly rate, copy charges, and postage.

Documentation of these charges will be found on the escrow statements maintained by the Township and may be substantiated by payroll records.

The monthly administration fee of the developer escrow will be a minimum of a quarter hour treasurer time per month when there is any activity recorded to that escrow. Non-active escrows will not incur any charge. The charge shall include Treasurer administrative time, postage and copying.

Township clerk presence at meetings or as otherwise required, will be charged an hourly rate of \$35 plus any associated mileage costs.

Administrative charges will be posted to escrow accounts and the developer shall have ninety (90) days from the date of the escrow statement to contest any charges. After that point it will be assumed that the developer concurs with the charges and will pay it.

Prepared By:

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4-7-08
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