

City of Detroit ENVIRONMENTAL AFFAIRS

Right of Entry Fee Schedule

Effective March 1, 2013 the Buildings, Safety Engineering & Environmental Department, Environmental Affairs (EA) Division is implementing a new Fee Schedule for Right-Of-Entry (ROE) permits.

The EA coordinates the City of Detroit's ROE permit process for persons, developers and environmental consultants desiring to enter and conduct work on City-owned property or right-of-ways. Our responsibilities include reviewing permit requests, scope of work documents, figures/diagrams and insurance certificates. As necessary, EA conducts site inspections, contacts federal & state agencies and responds to emergencies.

EA works closely with the Law Department to ensure insurance certificates meet the City's requirements and to identify the property owner for the requested properties. The division also coordinates with various city departments that own property to acquire sign off on the ROE permit.

The fees for ROE permits are based on the following considerations.

ECONOMICS

Accounting for staff time to process ROE permits, cost of materials to issue the permit such as printing, copying and mailing, and costs associated with researching deed records for ownership information.

ACCURACY

Ensuring that required documents and technical data are submitted to EA once site activities are completed, and to account for additional staff time during emergency response activities or negligence of the applicant.

EFFICIENCY

Reducing the number of ROE permits that are requested, issued and subsequently not used or are cancelled by the requester after the process has been completed, and limiting extensions to encourage that work is conducted during the applicants requested time.



City of Detroit
**Buildings,
Safety Engineering &
Environmental Department**

For further information about the Right-of-Entry Fee Schedule and process, please contact Environmental Affairs Division at 313.471.5108

**Buildings, Safety Engineering & Environmental Department
2 Woodward Avenue #401, Detroit MI 48226**

**CITY OF DETROIT
BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL
DEPARTMENT**

FEE SCHEDULE
MARCH 2013

ENVIRONMENTAL RIGHT OF ENTRY

A. RIGHT OF ENTRY (“ROE”) PERMIT

The following ROE Fees are based on requests and/or Scope of Work received for access onto City owned property:

BASE FEE applied to each permit.....	\$ 200.00
Draft/Final Report Retainer..... (Returned after final documents are submitted)	\$ 150.00
Site Inspection (Requested by applicant or required).....	\$ 75.00
Failure to obtain permit.....	\$ 500.00

B. RIGHT OF WAY (“ROW”) PERMIT

The following ROW Fees are based on requests and/or Scope of Work received for access onto the City owned Right of Way:

BASE FEE applied to each permit.....	\$ 150.00
Draft/Final Report Retainer..... (Returned after final documents are submitted)	\$ 150.00
Site Inspection (Requested by applicant or required).....	\$ 75.00
Failure to obtain permit.....	\$ 500.00

C. PERMIT EXTENSION & MODIFICATION

Permit Extension.....	\$ 50.00
Permit Modification.....	\$ 50.00

D. PHOTOCOPY

Each Copy.....	\$ 5.00
Each Page over 8.....	\$ 1.00

E. REFUNDS

There are no refunds for Permit Fees

Service fee for returned checks

\$35.00

Any returned checks not reimbursed with additional returned check fee within fourteen days of our receipt of Non Sufficient Funds Notice shall be subject to collection action and may result in the imposition of more fees and collection costs as authorized by law.