



CITY OF NOVI CITY COUNCIL
JUNE 8, 2026

SUBJECT: Approval of a Resolution Amending the Fire Department Fee Schedule effective July 1, 2026.

SUBMITTING DEPARTMENT: Public Safety – Fire Department

KEY HIGHLIGHTS:

- Non-emergency services provided not updated since 2010, prompting an evaluation of whether current fees accurately reflect today's service demands
- Proposed fee updates and cost recovery fees would shift the cost of specialized services
- New fee schedule intended to recover unreimbursed costs for non-emergency services

BACKGROUND INFORMATION:

The Novi Fire Department was tasked with taking a closer look at the day-to-day services outside of emergency responses and their budgetary impact. It was identified that some fees for some services provided had not been re-evaluated since 2010. This also yielded discussion on services that are performed daily and whether the existing fees reflect current economic realities. Fees associated with commercial inspection, fire alarm, and suppression plan reviews shift the financial burden of specialized regulatory services from general taxpayers to the property owners and developers who directly benefit from them.

This also presented an opportunity to evaluate unrecovered costs for non-emergency services that were actively diminishing the operational budget. From our internal examinations and discussions, it was determined that introducing new cost-recovery fees would help offset future budgetary shortcomings. A proposed list of fees was developed along with the assistance of city finance personnel.

The proposed list helps capture and reflect the numerous services that the fire department provides daily. The fire department does not currently have a means to bill individuals or businesses and relies upon the City Clerk's Office, Community Development, and Parks, Recreation, and Cultural Services Departments to collect the fees. All these services place a demand on the fire department's staff beyond

responding to emergency calls for service. This fee schedule helps reflect a more accurate depiction of non-emergency services delivered by the Novi Fire Department and their impact.

RECOMMENDED ACTION: Approval of a Resolution Amending the Fire Department Fee Schedule effective July 1, 2026.

CITY OF NOVI
COUNTY OF OAKLAND, MICHIGAN

**RESOLUTION TO AMEND FIRE DEPARTMENT FEES PER THE ATTACHED SCHEDULE EFFECTIVE
BEGINNING JULY 1, 2026.**

Minutes of a Meeting of the City Council of the City of Novi, County of Oakland, Michigan, held in the City Hall of said City on June 8, 2026, at 7:00 o'clock P.M. Prevailing Eastern Time.

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PRESENT:

ABSENT:

The following preamble and Resolution were offered by Councilmember _____ and supported by Councilmember _____.

WHEREAS the Fire Department provides services beyond that of emergency response, including commercial inspections, fire alarm, and fire suppression plan reviews; and

WHEREAS, the cost of providing services has increased significantly in the past decade, given current economic realities;

WHEREAS, the City Council has determined that it is appropriate to amend the Fire Department fee schedule to recover costs associated with providing such services, shifting the financial burden of specialized regulatory services from general taxpayers to the property owners and developers who directly benefit from them; and

WHEREAS, the proposed fee schedule has been reviewed and determined to be reasonable and in the best interests of the public and efficient operation of the Fire Department;

NOW, THEREFORE, BE IT RESOLVED as follows:

The proposed amended Fire Department Fee schedules, as attached, are hereby approved by the City Council and shall be effective on July 1, 2026.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

Cortney Hanson, City Clerk

CERTIFICATION

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Novi, County of Oakland, and State of Michigan, at a regular meeting held this 8th day of June, 2026, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and made available to the public as required by said Act.

Cortney Hanson, City Clerk
City of Novi

Novi Fire Department

2026-2027 Fee Schedule

Fire Inspections Fee

Annual Fire Inspection Fee	\$158.00	New
Biannual Fire Inspections	\$158.00	New

Plan Review Fee

Fire Alarm Plan Review (Under Community Development Department Fees Schedule)	\$500.00	Increase
Fire Suppression Plan Review (Under Community Development Department Fees Schedule)	\$500.00	Increase

Fire Suppression System Fee

Flushing of Pipe Inspection (Under Community Development Department Fee Schedule)	\$60.00	Increase
Hydro Inspection Under Building Department Fee Schedule)	\$60.00	Increase

Re-Inspection Fee

Re-Inspections - Re-Inspections from a Violation after Annual/Biannual Inspection	\$75.00	New
Re-Inspection for Violation Referral to Fire Marshal for Reinspection	\$75.00	New

Hourly Fee

Per Hour Fee	\$80.00	New
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Food Truck Inspection Fee

Food Truck Annual Inspection Fee	\$25.00	New
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Annual License Fee

Message/Pawn Broker/Liquor License Fee(Under the City Clerk's Office Fee Schedule)		Increase
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Individual CPR Fee

American Heart Association Heartsaver CPR Certification Class for Individual Resident or Non-Resident	\$45.00	Increase
American Heart Association Heartsaver CPR Class for businesses (minimum of ten students)	\$400.00	Increase

Businesses CPR Fee

American Heart Association Basic Life Support CPR Certification Class for Individual Resident or Non-Resident	\$65.00	Increase
American Heart Association Basic Life Support CPR class for businesses (minimum of ten students)	\$600.00	Increase

Car Seat Inspection Fee

Inspection or re-inspection for resident or non-resident	\$35.00	New
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Fire Extinguisher Training Fee

Fire Extinguisher Training for Businesses (minimum of ten students)	\$200.00	Increase
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