



**BUILDINGS, SAFETY ENGINEERING
AND ENVIRONMENTAL DEPARTMENT**

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June 26, 2025

Detroit City Council
1340 Coleman A. Young Municipal Center
Detroit, Michigan 48226

Re: Proposed Resolution to Update and Amend the current Third-Party Rental Report Processing Fee and Third-Party Vendor Two Family Unit Inspection Fee for the Buildings, Safety Engineering, and Environmental Department

Honorable City Council:

Pursuant to Sections 6-503 and 9-507 of the 2012 Detroit City Charter, the above referenced proposed Resolution and attached updated Fee Schedule are being submitted to Your Honorable Body for consideration and approval. The proposed Resolution updates the Third-Party Rental Report Processing Fee and adds a Third-Party Vendor Two Family Unit Inspection Fee.

We request that the new Fee Schedule becomes effective upon approval by City Council.

We are available to answer any inquires that Your Honorable Body may have regarding this proposed Resolution. Thank you for your time and review.

Respectfully,

David Bell
Director

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RESOLUTION

BY COUNCILMEMBER _____:

WHEREAS, Sections 6-503 and 9-507 of the 2012 Detroit City Charter permits the Director of the Buildings, Safety Engineering, and Environmental Department to amend a Fee Schedule subject to the approval of City Council;

WHEREAS, the Detroit City Council approved a comprehensive Fee Schedule, which included Third Party Rental Report Processing Fees, on May 23, 2023, with an effective date on January 1, 2024;

WHEREAS, the Director of the Buildings, Safety Engineering, and Environmental Department has reviewed and prepared an amendment to the Fee Schedule for the Third-Party Rental Report Processing Fee and the Third-Party Vendor Two Family Unit Inspection Fee as related to Ordinance 2024-47;

WHEREAS, the Buildings, Safety Engineering, and Environmental Department proposes an amended Fee Schedule for Third-Party Rental Report Processing Fee and the Third-Party Vendor Two Family Unit Inspection Fee, which is attached and incorporated into this Resolution;

WHEREAS, there is no retroactive adjustment(s) for fees charged prior to the effective date in the attached 2025 Property Maintenance Fee Schedule for rental properties, which shall become immediately effective upon the date of adoption.

WHEREAS, the City Council has reviewed the proposed Fee Schedule for the Third - Party Rental Report Processing Fee and the Third -Party Vendor Two Family Unit Inspection Fee;
Now, therefore be it

RESOLVED that the Detroit City Council approves the updated and amended Fee Schedule for the Third-Party Rental Report Processing Fee and the Third-Party Vendor Two Family Unit Inspection Fee proposed by the Director of the Buildings, Safety Engineering, and Environmental Department which shall become effective immediately and shall be incorporated into the comprehensive fee schedule approved by City Council on May 23, 2023.

CITY OF DETROIT
 BUILDINGS, SAFETY ENGINEERING AND ENVIRONMENTAL DEPARTMENT
 FEE SCHEDULE
 EFFECTIVE, JANUARY 1, 2024

Fee Name	Unit	Fee Amount
Deposit For Plan Review and Processing:	0	
The non-refundable deposit is the sum of 35% of the building permit fee which is the permit processing and building, structural and zoning plan review expenses, plus plan handling and routing fee plus electrical, mechanical and plumbing plan review fees. The deposit of 30% Building Permit fee is adjustable towards the full fee when a final building permit is procured.		
PROPERTY MAINTENANCE		
Complaint Inspection - per inspector per inspection	Each	\$167
Emergency Inspection - per inspector per inspection	Each	\$200
Enforcement Fee	Flat	\$500
Re-entry Letter	Flat	\$139
Managing Inspection - per inspector per inspection	Each	\$167
Lead Report Review	Flat	\$55
HUD - Certificate of Compliance (CFC)	Flat	\$76
Third Party Rental Report Processing Fee	Flat	\$XXXXX20
PRE-SALE INSPECTIONS		
Single Family	Base	\$352
Two Family	Flat	\$380
Multiple Dwelling Unit - per trade	Per Unit per Discipline	\$167
ANNUAL INSPECTIONS		
Condominium/Cooperative		
One- or Two-Story Structure (Exterior Mechanical and Common Areas)		
Each Building	Each	\$259
Each additional story	Each	\$56
Rental dwelling units located in the same building (owned by the same person) within an established condominium, loft, townhouse, cooperative.		
1st Unit	Base	\$195

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 FEE SCHEDULE
 EFFECTIVE, JANUARY 1, 2024

Fee Name	Unit	Amount
Rental Property		
Each Additional Unit	Each additional	\$95
Multi-Family Apartments, Hotels, Motels, Rooming Houses, Shelters, Terraces, Townhouses, Lofts		
Gross floor area not over 5,000 sq. ft. - per building	Per building	\$407
Each additional 5,000 sq. ft. - per building	Per building	\$111
Maximum charge for one building or structure	Maximum	\$6,030
One- And Two-Family Dwellings		
One (1) Unit	Flat	\$195
Two (2) Units	Flat	\$297
Owner occupied single with maximum of 2 sleeping rooms Third Party Vendor 2 Family Unit Inspection not herein specifically prescribed	Flat	\$195
	Flat	\$225
Minimum one-hour time	Per hour	\$167
Each additional one-half hour or fraction thereof	Per half-hour	\$84
Commercial / Industrial:		
Commercial / Industrial Includes but is not limited to Factories, Commercial, Office Buildings, Churches, Hospitals, Convalescent Homes, Institutional Buildings, Schools and Colleges:		
Gross Floor Area:		
5,000 sq. ft. or less	Flat	\$306
Over 5,000 sq. ft. – 10,000 sq. ft.	Base	\$347
Over 10,000 Sq. ft- 25,000 sq. ft	Base	\$389
Over 25,000 to 50,000 sq. ft.	Base	\$473
Over 50,000 sq. ft. – 75,000 sq. ft.	Base	\$556
Over 75,000 sq. ft. – 100,000 sq. ft.	Base	\$640
Each additional 50,000 sq. ft. or fraction there of	Each additional	\$125
Maximum charge for one building or structure	Maximum	\$5,585