

Appendix A FEES AND CHARGES¹

Administrative

Notary fee 10.00
Copy fee, per page (8.5 x 11 black and white) 0.10

Animals

Dog license fees:
Unaltered dog—annually 11.00
Spayed/neutered dog—annually 6.00
Late fee after January 31 25.00
Impoundment fee—each 50.00
Additional per day for boarding fee TBD
Dangerous dog registration fee—annually 100.00

Buildings and Building Regulations

Building permit—single-family:
New construction, additions and mobile homes 25.00
Accessory structure 25.00
Renovation < \$4,000.00 25.00
Renovation > \$4,000.00 25.00 base + 5.00 per \$1,000.00 value
Building permit—multi-family:
New construction and additions 30.00 base + 0.30 per sf
Renovations 30.00 base + 5.00 per \$1,000.00 value

¹Editor's note(s)—Ord. No. 35-10182021, adopted November 1, 2021, repealed app. A and enacted a new app. A as set out herein and later amended. Former app. A pertained to similar subject matter and derived from an Ord. adopted May 2, 2011; Ord. No. 12052011-04, adopted December 5, 2011; Ord. No. 02-03052012, adopted March 19, 2012; Ord. No. 58-07152013, adopted July 15, 2013; Ord. No. 12-06152015, adopted July 6, 2015; Ord. No. 13-06152015, adopted July 6, 2015; Ord. No. 02-02222016, adopted March 7, 2016; Ord. No. 01-02242020, adopted March 2, 2020; Ord. No. 07-10192020, adopted November 2, 2020; Ord. No. 17-03012021, adopted March 15, 2021.

Editor's note(s)—All fees in this schedule that are calculated per a unit of time, distance, or other measurement shall be construed to include any portion of such unit. The acronym "TBD" as used herein means "to be determined" and denotes an amount that has not yet been determined by the city council or that may have been determined but not yet included in a supplement to this schedule. The acronym "NA" as used herein means "not applicable" and indicates a fee that is not associated with a particular code section but with the code chapter contents generally.

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Building permit—commercial:

*New construction for agricultural building for the storage of crops, housing of livestock are excluded from the building permit fees. This exclusion does not apply to marijuana.

New construction 30.00 base + 0.35 per sf (per floor)

Renovation 30.00 base + 7.00 per \$1,000.00 value

Foundation only 30.00 base + 5.00 per \$1,000.00 value

New construction of agricultural buildings for the storage of crops or housing of livestock, excluding marijuana 25.00 base + 0.07 per sf

Building permit—swimming pools:

*This includes electrical inspection.

Above ground and in-ground pools 50.00

Building permit—other:

Fences 25.00

..... (6 ft or higher)

Underground storage tanks 50.00

..... (first tank) +

..... 15.00 (additional tanks)

Moving building 100.00

Driveways 25.00

Change of use 40.00

Certificate of occupancy Included in permit

..... (\$260.00 penalty)

Signs 25.00 base + 0.50 per sf

Banners, for seven-day period not to exceed 14 days 250.00

Demolition:

Interior demolition not in conjunction with a construction project 50.00

< 5,000 sf 50.00

> 5,000 sf 250.00

Belated fee:

The customary permit fee shall double where work commences prior to the issuance of the appropriate permits.

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Plumbing fees:

Internal plumbing:

Per fixture (subject to minimum below)9.00

Minimum36.00

Subsurface wastewater TBD

Nonengineered systems150.00

Field only100.00

Treatment tank only (non-engineered)75.00

Engineered system300.00

Treatment tank only (engineered)120.00

Holding tank150.00

Other system components50.00

Separate laundry disposal field50.00

Seasonal conversion75.00

Variance50.00

Primitive system (including 1 alt wc)150.00

Alternative toilet only75.00

Electrical inspections:

Minimum TBD

Residential 32.00

Commercial 42.00

Single and multifamily dwellings—per unit (includes service/openings)—each58.00

All temporary services30.00

Services—single phase—panel and meter:

Base fee—up to 100 amps (includes cable hookup)12.00

Plus-per each additional 100 amps or fraction7.00

Plus-per each additional meter7.00

Plus-subpanels—up to 100 amps7.00

Plus-subpanels—each additional 100 amps or fraction10.00

Services—three phase—panels:

Base fee—up to 100 amps (includes cable hookup)30.00

Plus-per each additional 100 amps or fraction7.00

Plus-per each additional meter7.00

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Plus—subpanels, up to 100 amps10.00
Plus-subpanels—each additional 100 amps or fraction10.00
Wiring openings (total outlets, lights and switches—120 volt):
1—20 openings15.00
21 to 50 openings20.00
51+ openings0.50
..... per opening
Appliances in new locations—120 volts—compactors, dishwashers, disposals, air conditioners, etc.5.00
Appliances in new locations—240 voltsTBD
Ranges, ovens, water heaters, dryers, air conditioners, etc.10.00
Domestic heat:
Electric—per kilowatt3.00
Gas, oil, central air, other12.00
Manufactured dwellings—per unit (includes service equipment)42.00
Circuses, carnivals, fairs, festivals, etc.75.00 flat fee
Transformers, generators and UPS (battery backup)25.00 flat fee
Alarm system (copper or fiber):
Fire, burglar—base fee18.00
Plus—per outlet over first 10 outlets0.50
Other low voltage system (computer, phone, cable, satellite dish, sound, closed circuit television, etc.)—base fee18.00
Plus—per outlet over 10 outlets0.50
Motors:
< 25 HP12.00
Plus—for each 5 HP or fraction thereof over 25 HP2.00
Signs (one time fee):
Portable, mobile, permanent—each sign25.00
Emergency lighting battery pack unit—each7.00
Water, sewer, gas or wall pump—each10.00
State business licensing inspections—each40.00
Annual industrial electrical permit—does not include new structures or additions250.00
Fire alarm box connection—annually:
DET electronic units400.00

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Mechanical box connections 425.00

Related electrical permit fee—within one calendar year:

First offense 100.00

Second

offense 200.00 Third

offense 400.00 Fourth

offense 800.00

Fifth and subsequent offenses—each 1,600.00

Inspections and department call outs after normal business hours—minimum (additional time beyond three hours shall be calculated at time plus one-half for the on call electrician) 150.00

Notice of intent to sell, transfer or rent property subject to order:

Violation of section 12-199:

Not less than 50.00

Not more than 100.00

Businesses and Business Regulations

Lodginghouse, Boardinghouses, rooming houses, hotels, motels, etc.—annually 100.00
..... flat fee

Outpatient addiction treatment clinic—annually 200.00

Closeout sales (30-A M.R.S.A. § 3781)—maximum of one per business up to 60 days 20.00

Massage licenses—annually:

Establishment (more than one therapist)—annually 150.00

Therapist—annually, plus cost of background check 150.00

Solicitation permit (issued by police department) 0.00 each

Mobile or itinerant vendor permit (door-to-door sales):

One year 100.00

Mobile food distribution unit (roving diner):

Twelve months 100.00

Vendor use of city property (each three-month period) 50.00

Peddlers:

Per event 75.00

30-day permit 100.00

Agricultural barn sales—each (maximum of one three-day permit per month between the months of April and October) 15.00

Garage sales—each (maximum of two three-day permits within six months):

On-line issuance 0.00

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In office issuance 0.00

Secondhand dealer license—annually 100.00

Pawnbroker license—annually plus actual cost of advertising hearing 100.00

Junkyard/automobile graveyard (no on-line license)—annually plus actual cost of advertising hearing: 100.00

Taxicabs:

Taxicab business license—annually 100.00

Call-out inspection fee (establishment requested outside normal hours)—each, plus inspector's overtime hourly rate 100.00

Re-inspection fee 100.00

Flea market, craft fairs, swap meets, and bazaars:

One day event 0.00

..... application only

Three months 0.00

..... application only

Alcohol beverage establishments:

Class A lounge (liquor)—annually (plus actual cost of advertising hearing)

1,300.00 flat fee

Tavern license—annually:

250.00 flat fee

Liquor service approval (off-premises catering)—per event 10.00

Food service establishments (plus actual cost of advertising hearing):

Class I (liquor—beer, wine and spirits, and mixed drinks)—annually 500.00

..... flat fee

Class III/IV (liquor—beer and wine)—annually 400.00

..... flat fee

Class IV (liquor—beer)—annually 400.00

..... flat fee

Class on or off premises (no liquor)—annually 200.00

..... flat fee

Bottle club/BYOB—annually 200.00

..... flat fee

Temporary food service establishment—per event—maximum of 30 days 60.00

Off premises retailer—annually 200.00

..... flat fee

Adult amusement devices—each device annually 1,100.00

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Beano/bingo (EnerGov—no online license)No fee

Carnival, circus, or other traveling amusement—per day150.00

Roller skating rinks—annually:

With partial or full kitchen90.00

Dances and dancehalls—per event35.00

Mass gathering permit application fee—determined for each event (EnerGov—no on-line license)N/A

Tattoo (background check required):

Tattoo artist license fee—annually100.00

Tattoo exhibitions or shows—per event250.00

Race trackN/A

Special amusement (background check required)—annually plus cost of advertising hearing125.00

Game of chance (EnerGov—no on-line license):

Six months10.00

Up to three-year blanket approval20.00

Relicensing upon late renewal by any existing licensed business: 30—

45 days late50.00

More than 45 days late100.00

Reoccurring 200.00

Emergency Management and Services

Security (alarm) system permit:

Issuance30.00

Environment

Fill permit—original issuance:

Up to 7,000 square feet of fill area25.00

7,001 to 22,500 square feet of fill area35.00

Over 22,500 square feet of fill area50.00

Fill permit renewal—annually—if not delinquent0.00

Fire Prevention and Protection

Fire department services:

Reports—per copy10.00

Research—per hour (1 hour minimum)20.00

Old hose—per foot1.00

Coverage of a fire/EMS event—per person-per hour50.00 plus apparatus rate

Accident or fire photos—each—unless otherwise determined by fire chief10.00

Photos printed outside of agency—each—plus actual costs20.00

Environmental reviews—each20.00

Fireworks standby—per hour200.00

Training burns resulting in demolition2,500.00

Fire investigations—per hour100.00

Hazard material incidents:

Cost of response—see apparatus costs—plus cost of materials and supplies used.

Illegal/unauthorized burning response—per hour250.00

Out of control burn response:

Cost of response—see apparatus costs.

Vehicle accidents—per hour250.00

Extrication of patients from vehicle300.00

Spill control and clean-up100.00

Salvage calls—residential:

Labor—per hour150.00

Sump pump—each—per hour50.00

Salvage calls—commercial—per hour500.00

False alarms—received in one calendar year:

Second100.00

Increase in first alarm fee for each subsequent alarm100.00

Fireworks:

Use or possession with intent to use in the city:

First offense (plus costs):

Not less than200.00

Not more than400.00

Second and subsequent offenses (plus costs):

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Not less than 300.00 per violation

Not more than 600.00 per violation

Sale or possession with intent to sell in the city:

First offense (plus costs):

Not less than 500.00

Second and subsequent offenses (plus costs):

Not less than 1,000.00 per violation

Apparatus rates: includes normal crew assignment Engine—
per hour 250.00

Aerial device—per hour 350.00

Rescue—per hour 150.00

Boat—per hour 150.00

Command unit 100.00

Forestry/brush truck 150.00

Solid Waste

Solid waste fees shall be as determined annually by the city council base on prior years' financial information.

Streets, Sidewalks and Other Public Places

Display of goods permit—each 0.00

Excavation/Street Opening Permits—per square foot* :

Newly constructed, reconstructed or repaved street 6.00

Paved streets 5.00

Gravel streets and shoulders 3.00

Construction areas (streets scheduled for full-depth construction) 5.00

* *Applicability Date:* Notwithstanding the provisions of 1 M.R.S.A. § 302 or any other law to the contrary, the amendments to this Appendix A evidenced by Ordinance 05-06052023, when enacted, shall govern any proposed excavation/street opening for which an application has not been submitted to and finally acted upon by the City prior to June 5, 2023.

Sidewalk openings—per square foot:

Concrete, brick, bituminous 1.50

Other openings:

1.00 for all other materials

Entrance permit—each 20.00

Private property N/C

Inspection of improvements in developments:

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Streets to be accepted by city—as percentage of estimated costs of required public improvements2%

Private streets—as percentage of estimated costs of required public-type improvements2%

Special exceptions—the greater of:

Minimum200.00

Percentage of public type improvements2%

Traffic and Vehicles

Parade or procession permit—each0.00

Parking in city owned parking lot and mechanics row parking garage—monthly45.00

Zoning

Zoning text amendments:

Base fee—each application 400.00

Additional for required advertising—each application 300.00

Zoning map amendments:

Base fee—each application 400.00

Additional for required advertising—each application 300.00

Zoning board—appeals, interpretation, variance, conditional use permit, etc.:

Base fee—each application 150.00

Additional for required advertising—each application200.00

Site plan review:

Minor projects—interdepartmental/staff review—each application200.00

Major projects and subdivision of existing structures—planning board review/special exceptions:

Base fee—each application500.00

Additional for required advertising200.00

Site plan amendment:

Minor projects—staff approved amendments—each100.00

Major projects—planning board approved—amendments:

Base fee-each application100.00

Additional for required advertising200.00

Subdivision review—new lots and structures:

First three lots750.00

Each additional lot over three100.00

Delegated review (in addition to site plan or subdivision fees when required)—includes one or all areas (stormwater, TMP, site law, etc.) 25% of the fee that would be charged by the state department of environmental

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protection and state department of transportation for the same permits based on state adopted fee schedules at the time of application.

Zoning conformance/rebuild letter—each 50.00

Independent professional review fees TBD

Engineering inspection fees TBD

Required advertising (unless otherwise specifically provided above) 100.00

Other General Information:

- Applicants are responsible for the cost of all public hearing advertisements and background checks required for various licenses. Failure to list that additional expense in the fee schedule shall not eliminate that requirement from the licensing process.
- Applicants are responsible for providing background checks, not older than 3 days prior to submission of application for all licenses that require such checks or, alternatively, applicants may pay \$100.00 to the city with the application to cover the cost of the background check.
- License fees established in this appendix include two routine or pre-operational inspections and one follow-up inspection. When additional inspections are required, the city may charge an additional \$100.00 per inspection to cover the costs of each additional inspection or visit.
- All first time applications must be made in person, unless otherwise specifically stated herein.
- All on-line licenses will receive a 10% discount unless otherwise indicated herein.
- No on-line renewal of liquor licenses, special amusement licenses, or tattoo or massage licenses is permitted.

Fee refund, reimbursement & waiver policy:

Residential construction. A veteran/widow/widower of a veteran or contractor on behalf of a veteran/widow/widower of a veteran seeking to build new construction or to rehabilitate an existing property will have all fees waived/reimbursed at time of permit approval. This applies to owner occupied single family and multifamily units, up to 3 unit structures. This does not apply to state plumbing fees administered by the city.

Commercial construction. A veteran owned business* or subcontractor hired by a veteran owned business* will be entitled to a 50% fee reduction/reimbursement for new construction or rehabilitation of an existing property at the time of permit approval. This does not apply to state plumbing fees administered by the city.

* Veterans honorably discharged from federal service, must present DD-214 to economic, and community development office for fees to be waived.

** Veteran owned business as defined by the SBA being a corporation in which 51% of the shares of the company are owned by a veteran.

Building permit fee reimbursement policy: In the event that the recipient of a building permit does not undertake any of the building activity associated with a given permit, he/she may submit a written request to the director of planning and permitting for the reimbursement within six months of the issuance of said permit, and if no work associated with said permit was commenced, 75 percent of the permit fee will be reimbursed. The city shall retain 25 percent of the permit fee to provide compensation for the costs associated with issuance of said permit and to process reimbursement.

Floodplain Overlay District: A non-refundable application fee of \$50.00 for all minor development and \$100.00 for all new construction or substantial improvements shall be paid to the city. (Sec. 60-895).

Zoning text or map amendment requests: In the event that the applicant for a zoning text or map amendment does not receive approval, the base fees may be reimbursed. The applicant must submit a request to the city clerk within 30 days of the date of the denial. The city council shall consider the request within 30 days at a regular city council meeting and may approve by majority vote to authorize the reimbursement. The additional cost for required advertising is not reimbursable.

Business licenses: The city council is the only authority allowed to waive fees prescribed by ordinance. An application for waiver of any fees must be presented in writing to the city clerk to be brought to the city council at its next available meeting. (Sec. 14-31)

In case an application is disapproved, the city clerk or designee shall then notify the applicant in writing of such denial and shall refund the fee paid in. The city clerk or designee shall also notify the city council of such action at the next regularly scheduled meeting of the city council. (Sec. 14-38)

Mass gatherings and events: An appeal for waiver of fees or surety bond may be made in writing to the city council. The city council may waive the permit fee or surety bond, when it determines that such waiver will not compromise the purpose or enforcement of this article. (Sec. 14-261).

(Ord. No. 35-10182021, 11-1-2021; Ord. No. 48-12062021, 12-20-2021; Ord. No. 04-02072022, 2-7-2022; Ord. No. 01-01032023, 1-17-2023; Ord. No. 05-06052023, 6-20-2023)