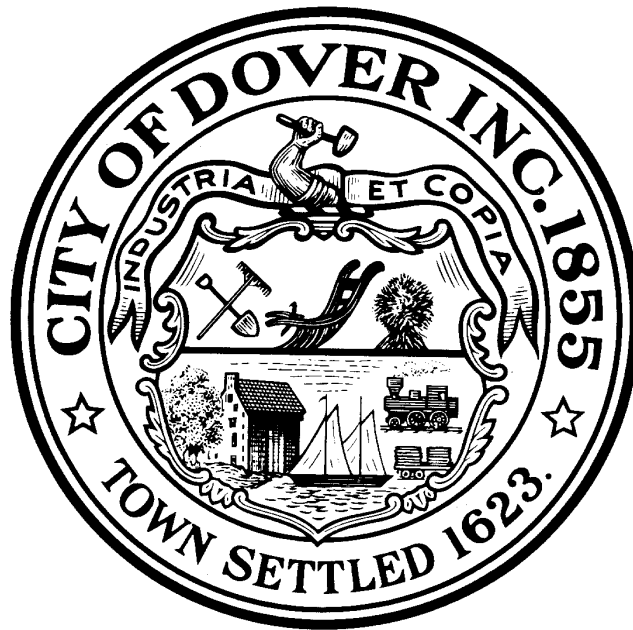


City of Dover, NH

FY2021 Adopted Schedule of Fees



SERVICES	FY21 ADOPTED FEES
FINANCE DEPARTMENT	
Annual Subscription to access online Tax Assessment GIS/maps data * Per Budget Resolution ** Adopted by City Council *** To cover cost of providing online access to Tax Assessment & GIS map data	\$25.00 Annual Fee
Photocopy Charges * Per Budget Resolution ** Adopted by City Council *** Charge per page - see "special copy charges for reports etc.	\$.50 per page
PDF Copy Charges * Per Budget Resolution ** Adopted by City Council *** Charge per page - see "special copy charges for reports etc.	\$.20 per page
Reports 1 - 10 pages * Per Budget Resolution ** Adopted by City Council *** Charge per page - see "special copy charges for reports etc.	\$20.00
Additional pages after 10 pages * Per Budget Resolution ** Adopted by City Council *** Charge per page - see "special copy charges for reports etc.	\$1.00 per page
Statistical Information * Per Budget Resolution ** Adopted by City Council *** Charge per page - see "special copy charges for reports etc.	\$25.00 per staff hour
Standard Electronic Media * Per Budget Resolution ** Adopted by City Council *** Charge per page - see "special copy charges for reports etc.	\$25.00
Electronic Media - Special Request * Per Budget Resolution ** Adopted by City Council *** Cost dependent upon development time to user specifications and to cover staff time and associated expenses	Minimum \$25.00 plus Shipping
Bill Copies * Per Budget Resolution ** Adopted by City Council *** No charge to property owner for copy of current bills	\$.50 per page
ACCOUNTING	
Returned Check * Per RSA 80:56 ** Per State Legislature *** Initial contact and letter, bank fees, postage, labor, etc.	\$30.00
PURCHASING	
Bid Specification Documents * Purchasing Ordinance ** Adopted by City Council ***Selling of bid specifications, when required, depending on size.	Minimum \$25.00 plus Shipping Specific to each Bid
ASSESSING	
Current Use Recording * Per RSA 79-A ** Per State Legislature *** To record properties in current use at Registry. Payable to Strafford County Registry of Deeds.	\$16.00 + postage

SERVICES	FY21 ADOPTED FEES
FINANCE DEPARTMENT	
Excavation Permit * Per RSA 155:E:2 ** Per State Legislature *** Sent to NH Department of Revenue Administration	\$100.00
Property cards * Per Budget Resolution ** Adopted by City Council *** Copies of Assessment cards No charge to property owner for their first card	\$.50 per parcel
Annual Subscription to access online Tax Assessment GIS/maps data * Per Budget Resolution ** Adopted by City Council *** To cover cost of providing online access to Tax Assessment and GIS map data	\$25.00 Annual Fee
GIS/MAPS	
Simple plot on 8.5x11 paper Black and White * Per Budget Resolution ** Adopted by City Council *** To cover staff time and associated expenses	\$5.00
Simple plot on 8.5x11 paper Color * Per Budget Resolution ** Adopted by City Council *** To cover staff time and associated expenses	\$10.00
Large scale plot of tax map sheet * Per Budget Resolution ** Adopted by City Council *** To cover staff time and associated expenses	\$50.00
PDF file of tax map sheet * Per Budget Resolution ** Adopted by City Council *** To cover staff time and associated expenses	\$10.00
Published map (ward, street, zoning, etc. from City Clerk) * Per Budget Resolution ** Adopted by City Council *** To cover staff time and associated expenses	\$25.00
Large scale map - "canned theme" * Per Budget Resolution ** Adopted by City Council *** To cover staff time and associated expenses	\$50.00
Large scale map - creation of a theme * Per Budget Resolution ** Adopted by City Council *** To cover staff time and associated expenses	\$50.00/hr
Digital Map * Per Budget Resolution ** Adopted by City Council *** To cover staff time and associated expenses	\$50.00/hr., 1 hour min. Floppy, CD or ZipDisk
Entire data layer digital * Per Budget Resolution ** Adopted by City Council *** To cover staff time and associated expenses	\$3,000 basemap

SERVICES	FY21 ADOPTED FEES
FINANCE DEPARTMENT	
Electronic copy of property list * Per Budget Resolution ** Adopted by City Council *** Cost dependent upon development time to user specifications and to cover staff time and associated expenses	\$25.00 minimum - adjusted +/- according to complexity
CITY CLERK/TAX COLLECTION	
Motor Vehicle Fees:	
Permit * Per RSA 261:153 ** Per State Legislature *** Provide funding for municipal operations to include maintenance and upkeep of municipal roadways	Varies
Clerk * Per RSA 261:152 ** Per State Legislature *** Provide funding for municipal operations to include maintenance and upkeep of municipal roadways	\$2.00
Agent * Per RSA 261:74-D ** Per State Legislature *** Provide funding for municipal operations to include maintenance and upkeep of municipal roadways	\$3.00
Title * Per RSA 261:4 ** Per State Legislature *** Provide funding for municipal operations to include maintenance and upkeep of municipal roadways	\$2.00
Transfer * Per RSA 261:50 ** Per State Legislature *** Provide funding for municipal operations to include maintenance and upkeep of municipal roadways	\$5.00
Reclamation * Per RSA 261:153 ** Per State Legislature *** \$1.50 - Special Use vehicles, agriculture, farm vehicles, motorcycles; \$2.50 - automobiles, Light Trucks, Tractor Trailers: \$4.50 - Heavy vehicles/trucks, mobile homes and trailers Fee is collected for purpose of funding collection, disposal and recycling costs of automotive waste	\$1.50 \$2.50 \$4.50
Reclamation Admin Fee * Per RSA 261:153 ** Per State Legislature *** Administrative Processing Fee	\$0.50
Sticker Registration (State) * Per RSA 261:141 ** Per State Legislature *** Administrative Processing Fee	Varies
Transportation * Per RSA 261:153 ** Subject to the adoption of authorizing legislation by the State of NH *** Fee provides moneys for Transportation Improvements Capital Reserve to fund transportation improvement projects.	\$5.00

SERVICES	FY21 ADOPTED FEES
FINANCE DEPARTMENT	
Plate Fee-(State) * Per RSA 261:89 ** Per State Legislature *** Administrative Processing Fee	\$8.00
Plate - initial or special (State) * Per RSA 261:89 ** Per State Legislature *** Administrative Processing Fee	\$40.00
Plate - Conservation "Moose Plate" (State) * Per RSA 261:97 A-F ** Per State Legislature *** Administrative Processing Fee	\$30.00/yr
Plate - (State Parks Plate) * Per RSA 261:97 A-F ** Per State Legislature *** Administrative Processing Fee	\$85.00/yr
Plate - (Conservation Parks Plate) * Per RSA 261:97 A-F ** Per State Legislature *** Administrative Processing Fee	\$85.00/yr for parks \$30.00/yr for conservation, total cost \$115.00/yr
Veteran's Plate (not disabled) * Per RSA 261:97 A-F ** Per State Legislature *** One time fee only	\$30.00
E Transaction Fees	
Fee for online vehicle registration and/or Dog Licenses for e-check * Per RSA 261 and Per RSA 80:52 ** Per State Legislature *** Pass through from provider of online service	\$1.50
Mailing charge collected by the City * Per RSA 455:11 ** Per State Legislature *** To cover envelope and postage costs	\$0.50
Notary * Per RSA 455:11 ** Per State Legislature *** To administer oath's, certify affidavits and testimony, warrants for arrests	\$5.00
Witness Fee (each Witness Signature) * Per RSA 455:11 ** Per State Legislature *** To administer oath's, certify affidavits and testimony, warrants for arrests	\$1.50
Standard Electronic Media * Per Budget Resolution ** Adopted by City Council *** Downloads to disk of databases, i.e. tax list	Minimum \$25.00
Real Estate Fees:	
Impending Tax Lien Notice * Per RSA 80 ** Per State Legislature *** To cover costs of preparing and executing tax lien	\$19.00

SERVICES	FY21 ADOPTED FEES
FINANCE DEPARTMENT	
Impending Tax Lien Notice each additional parcel * Per RSA 80 ** Per State Legislature *** To cover costs of preparing and executing tax lien	\$2.00
Tax Lien Execution * Per RSA 80 ** Per State Legislature *** To cover costs of preparing and executing tax lien	\$18.50
Tax Lien Execution each additional parcel * Per RSA 80 ** Per State Legislature *** To cover costs of preparing and executing tax lien	\$8.00
Lien Holder Identification * Per RSA 80 ** Per State Legislature *** To cover costs of preparing and executing tax lien	Minimum \$10.00
Owner of Restricted Property Filing * Per RSA 80 ** Per State Legislature *** To cover costs of preparing and executing tax lien	\$15.00
Mortgagee Tax Lien Notice * Per RSA 80 ** Per State Legislature *** To cover costs of preparing and executing tax lien	Minimum \$10.00
Impending Tax Deed Notice * Per RSA 80 ** Per State Legislature *** To cover costs of preparing and executing tax lien	\$17.00
WATER/SEWER BILLING FEES: See Community Services - Water and Sewer Charges	
DOG LICENSES:	
Altered * Per RSA 466 ** Per State Legislature *** A State wide fee for the care and protection of Animals. Statewide neutering program.	\$7.50
Unaltered * Per RSA 466 ** Per State Legislature *** A State wide fee for the care and protection of Animals. Statewide neutering program.	\$10.00
Senior Citizens * Per RSA 466 ** Per State Legislature *** A State wide fee for the care and protection of Animals. Statewide neutering program.	\$3.00
Late Fee per month after 1 June * Per RSA 466 ** Per State Legislature *** A State wide fee for the care and protection of Animals. Statewide neutering program.	\$1.00
Puppies - 4 to 7 months * Per RSA 466 ** Per State Legislature *** A State wide fee for the care and protection of Animals. Statewide neutering program.	\$7.50

SERVICES	FY21 ADOPTED FEES
FINANCE DEPARTMENT	
Group License (5 or more dogs) * Per RSA 466 ** Per State Legislature *** A State wide fee for the care and protection of Animals. Statewide neutering program.	\$20.00
Forfeiture Notification Fee * Per RSA 466 ** Per State Legislature *** Cost of Administering the Civil Forfeiture	\$7.00
TAXI:	
Driver Transfer Company to Company * Per City Ordinance #129 ** Adopted by City Council *** For the purpose of regulating the operations of public taxi companies to ensure safety and fairness to our citizens.	\$5.00
Driver * Per City Ordinance #129 ** Adopted by City Council *** For the purpose of regulating the operations of public taxi companies to ensure safety and fairness to our citizens.	\$15.00
Owner/Operator * Per City Ordinance #129 ** Adopted by City Council *** For the purpose of regulating the operations of public taxi companies to ensure safety and fairness to our citizens.	\$100.00
Vehicle * Per City Ordinance #129 ** Adopted by City Council *** For the purpose of regulating the operations of public taxi companies to ensure safety and fairness to our citizens.	\$30.00
VALET:	
Valet -Initial Location * Per Budget Resolution ** Adopted by City Council *** For the purpose of regulating the operations of public valet companies to ensure safety and fairness to our citizens	\$100.00
Valet - Each Additional Location * Per Budget Resolution ** Adopted by City Council *** For the purpose of regulating the operations of public valet companies to ensure safety and fairness to our citizens	\$50.00 ea
Valet Signage * Per Budget Resolution ** Adopted by City Council *** For the purpose of regulating the operations of public valet companies to ensure safety and fairness to our citizens	Cost for Materials and Labor + 20%
PEDDLER/VENDOR:	
Weekly (maximum 12 weeks) * Per City Ordinance #109 ** Adopted by City Council *** To govern peddling door-to-door and vending on City property	\$10.00
Yearly * Per City Ordinance #109 ** Adopted by City Council *** To govern peddling door-to-door and vending on City property	\$200.00

SERVICES	FY21 ADOPTED FEES
FINANCE DEPARTMENT	
Pole License * Per RSA 252 ** Per State Legislature *** Recording fee set by the State for the licensing of Utility Installation	\$10.00
Aqua Therm Permit * Per RSA 270:34 ** Per State Legislature *** To maintain a permanent file of such permit registrations	\$0.50
VITAL RECORDS:	
Marriage License * Per RSA 457:29 ** Per State Legislature *** To obtain legal marriage license	\$50.00
Birth Certificate * Per RSA 126:14 ** Per State Legislature	\$15.00
Birth Certificate - Extra copy (purchased at same time) * Per RSA 126:14 ** Per State Legislature	\$10.00
Death Certificate * Per RSA 126:14 ** Per State Legislature	\$15.00
Death Certificate - Extra copy (purchased at same time) * Per RSA 126:14 ** Per State Legislature	\$10.00
Marriage Certificate * Per RSA 126:14 ** Per State Legislature	\$15.00
Marriage Certificate - Extra copy (purchased at same time) * Per RSA 126:14 ** Per State Legislature	\$10.00
Divorce Decree * Per RSA 126:14 ** Per State Legislature	\$15.00
City Seal * Per RSA 31:93 ** Per State Legislature *** Used to officially certify documents	\$5.00
VSCR: (Vital Statistic Change Record) * Per RSA 126:14 ** Per State Legislature *** Official form necessary to make changes on any vital record after 6 months	\$10.00
Delayed Birth Certificate * Per RSA 126:14 ** Per State Legislature *** Filing and Administrative fee for the filing of a delayed birth certificate	\$25.00
Legitimization/Affidavit of Paternity * Per RSA 168-A2 ** Per State Legislature *** Administrative fee for the processing and issuance of birth certificates that have been altered after the birth of a child (i.e. adding/changing a father's name or couple gets married)	\$10.00

SERVICES	FY21 ADOPTED FEES
FINANCE DEPARTMENT	
STATE TAX LIENS:	
Filing * Per State of NH Per RSA 21-J:28-C I,II,III, Per RSA 454-B:2 ** Adopted by State Legislature *** Fee imposed for the purpose of recording or releasing a lien	\$15.00
Release * Per State of NH Per RSA 21-J:28-C I,II,III, Per RSA 454-B:2 ** Adopted by State Legislature *** Fee imposed for the purpose of recording or releasing a lien	\$15.00
HOSPITAL LIENS:	
Filing * State of NH per RSA 448-A:1 ** Per State Legislature *** Fee Imposed for the purpose of recording or releasing a lien	\$15.00
Release * State of NH per RSA 448-A:1 ** Per State Legislature *** Fee Imposed for the purpose of recording or releasing a lien	\$15.00
Articles of Agreement * State of NH per RSA 292:5 ** Per State Legislature *** Fee Imposed for the purpose of establishing a non profit organization	\$5.00
Candidacy Filing * State of NH Per RSA 655:19 ** Per State Legislature *** State representative filing fee	\$2.00
Photocopies: (per page) * Per Budget Resolution ** Adopted by City Council *** Standard fee for City copy machines to cover machine wear and tear, paper and time	\$0.50
NOTARY PUBLIC:	
Notarize Document * Per RSA Chapter 455:11 ** Adopted by State Legislature/Secretary of State *** To administer oaths, certify affidavits and testimony, warrants for arrest.	\$5.00
Witness Fee (Each Witness Signature) * Per RSA Chapter 455:11 ** Adopted by State Legislature/Secretary of State *** To complete notary signatures, as well as multiple witnesses on documents	\$1.50
Justice of the Peace-Perform Ceremony * Per RSA Chapter 455:11 ** Adopted by State Legislature/Secretary of State *** To perform marriage ceremonies	\$50.00
Justice of the Peace-Document Signing * Per RSA Chapter 455:11 ** Adopted by State Legislature/Secretary of State *** To Process residents documents	\$25.00
WETLANDS PERMIT APPLICATION:	
Filing Fee * Per State of NH RSA 482-A:3 ** Adopted by State Legislature *** Administrative fee for the processing of application	FREE

SERVICES	FY21 ADOPTED FEES
FINANCE DEPARTMENT	
WARD CHECKLIST:	
Per Ward (paper copy) * State of NH per RSA 654:1 ** Adopted by State Legislature *** To cover cost of preparing/printing checklist	\$25.00
Per City (paper copy) * State of NH per RSA 654:1 ** Adopted by State Legislature *** To cover cost of preparing/printing checklist	\$100.00
Per City (paper copy with history) * State of NH per RSA 654:1 ** Adopted by State Legislature *** To cover cost of preparing/printing checklist	\$150.00
Per Ward (paper copy with history) * State of NH per RSA 654:1 ** Adopted by State Legislature *** To cover cost of preparing/printing checklist	\$45.00
Per Ward (computer disk) * State of NH per RSA 654:1 ** Adopted by State Legislature *** To cover cost of preparing/printing checklist	\$20.00
Per Ward (computer disk with history) * State of NH per RSA 654:1 ** Adopted by State Legislature *** To cover cost of preparing/printing checklist	\$40.00
Per City (computer disk) * State of NH per RSA 654:1 ** Adopted by State Legislature *** To cover cost of preparing/printing checklist	\$50.00
Per City (computer disk with history) * State of NH per RSA 654:1 ** Adopted by State Legislature *** To cover cost of preparing/printing checklist	\$100.00
SOUVENIRS: Dover First	
Cap/Hat * Per Budget Resolution ** Adopted by City Council *** Revenue neutral fund authorized by City Manager to advertise and offer the public Mementos from the City of Dover	\$9.00
T-Shirt * Per Budget Resolution ** Adopted by City Council *** Revenue neutral fund authorized by City Manager to advertise and offer the public Mementos from the City of Dover	\$10.00
Sweatshirt * Per Budget Resolution ** Adopted by City Council *** Revenue neutral fund authorized by City Manager to advertise and offer the public Mementos from the City of Dover	\$15.00
Mug * Per Budget Resolution ** Adopted by City Council *** Revenue neutral fund authorized by City Manager to advertise and offer the public Mementos from the City of Dover	\$5.00

SERVICES	FY21 ADOPTED FEES
FINANCE DEPARTMENT	
Sticker * Per Budget Resolution ** Adopted by City Council *** Revenue neutral fund authorized by City Manager to advertise and offer the public Mementos from the City of Dover	\$1.50
Denim Shirt * Per Budget Resolution ** Adopted by City Council *** Revenue neutral fund authorized by City Manager to advertise and offer the public Mementos from the City of Dover	\$25.00
Back Pack * Per Budget Resolution ** Adopted by City Council *** Revenue neutral fund authorized by City Manager to advertise and offer the public Mementos from the City of Dover	\$8.00
Cards - Large and Small * Per Budget Resolution ** Adopted by City Council *** Revenue neutral fund authorized by City Manager to advertise and offer the public Mementos from the City of Dover	\$1.00
Pins * Per Budget Resolution ** Adopted by City Council *** Revenue neutral fund authorized by City Manager to advertise and offer the public Mementos from the City of Dover	\$1.00
City Street Map * Per Budget Resolution ** Adopted by City Council *** Revenue neutral fund authorized by City Manager to advertise and offer the public Mementos from the City of Dover	\$1.00
Travel Mug * Per Budget Resolution ** Adopted by City Council *** Revenue neutral fund authorized by City Manager to advertise and offer the public Mementos from the City of Dover	\$8.00
CODE BOOKS:	
International Residential Code * Per Budget Resolution ** Adopted by City Council *** Cost Per Book	Actual Cost
IBC Commercial * Per Budget Resolution ** Adopted by City Council *** Cost Per Book	Actual Cost
City of Dover Zoning Code Book * Per Budget Resolution ** Adopted by City Council *** Cost Per Book	Actual Cost
PER CITY ORDINANCES:	
Complete Set * Per Budget Resolution ** Adopted by City Council *** To cover the cost of printing and paper	\$250.00
Separate Chapters - fee based on # of pages * Per Budget Resolution ** Adopted by City Council *** To cover the cost of printing and paper	Varies

SERVICES	FY21 ADOPTED FEES
FINANCE DEPARTMENT	
UCC: Uniform Commercial Code Filings * Per RSA 382-A:9-525 ** Per State Legislature *** Fee Imposed for the purpose of recording or releasing a lien	\$15.00
RENTAL OF CITY PROPERTY:	
AUDITORIUM:	
Basic Charge (Resident) * Per Budget Resolution ** Adopted by City Council *** Maintenance and Janitorial Fees	\$50.00
Basic Charge (Non Resident) * Per Budget Resolution ** Adopted by City Council *** Maintenance and Janitorial Fees	\$70.00
Weekends/Holidays (Minimum Charge) * Per Budget Resolution ** Adopted by City Council *** Maintenance and Janitorial Fees **** In Addition to renting Conference Room at the same time	\$390.00
Damage Deposit * Per Budget Resolution ** Adopted by City Council *** Maintenance and Janitorial Fees	\$100.00
Janitor * Per Budget Resolution ** Adopted by City Council *** Maintenance and Janitorial Fees	4 hour minimum @ \$35.00/hr
SECOND FLOOR CONFERENCE ROOM, CITY HALL:	
Basic Charge (Resident) * Per Budget Resolution ** Adopted by City Council *** Maintenance and Janitorial Fees	\$50.00
Basic Charge (Non Resident) * Per Budget Resolution ** Adopted by City Council *** Maintenance and Janitorial Fees	\$70.00
Weekends/Holidays (Minimum Charge) * Per Budget Resolution ** Adopted by City Council *** Maintenance and Janitorial Fees **** In Addition to renting Auditorium at the same time	\$100.00****
Damage Deposit * Per Budget Resolution ** Adopted by City Council *** Maintenance and Janitorial Fees	\$100.00
DVD COPIES	
Council Meetings, School Board Meetings and other taped meetings * Per Budget Resolution ** Adopted by City Council *** Fees associated with processing DVD's	\$10.00 per meeting

SERVICES	FY21 ADOPTED FEES
PLANNING DEPARTMENT	
SUBDIVISION/SITE PLAN REVIEW	
Subdivision * Per City Code 157-54A ** Adopted by the Planning Board *** Fees cover staff time for consultation, review and monitoring of plans and projects. The fees have gone through a public hearing process and have been voted on by the Planning Board and Adopted by the City Council where applicable.	\$150.00 per new lot, plus \$1.00 per sheet Clarify new lots and \$200.00 application fee
Lot Line Adjustment * Per City Code 157-54A ** Adopted by the Planning Board *** Fees cover staff time for consultation, review and monitoring of plans and projects. The fees have gone through a public hearing process and have been voted on by the Planning Board and Adopted by the City Council where applicable.	\$100.00 per lot, and \$200.00 application fee
Residential * Per City Code 153-18A ** Adopted by the Planning Board *** Fees cover staff time for consultation, review and monitoring of plans and projects. The fees have gone through a public hearing process and have been voted on by the Planning Board and Adopted by the City Council where applicable.	\$100.00 per dwelling unit, plus \$1.00 per sheet and \$200.00 application fee
Motel/Hotel * Per City Code 153-18B ** Adopted by the Planning Board *** Fees cover staff time for consultation, review and monitoring of plans and projects. The fees have gone through a public hearing process and have been voted on by the Planning Board and Adopted by the City Council where applicable.	\$35.00 per lodging unit, plus \$1.00 per sheet and \$200.00 application fee
Non-residential - New Construction * Per City Code 153-18C ** Adopted by the Planning Board *** Fees cover staff time for consultation, review and monitoring of plans and projects. The fees have gone through a public hearing process and have been voted on by the Planning Board and Adopted by the City Council where applicable.	\$.15 per sq. ft. not to exceed \$10,000, and \$200.00 application fee
Non-residential - Additions (new floor space) * Per City Code 153-18C ** Adopted by the Planning Board *** Fees cover staff time for consultation, review and monitoring of plans and projects. The fees have gone through a public hearing process and have been voted on by the Planning Board and Adopted by the City Council where applicable.	\$.10 per sq. ft. not to exceed \$10,000, and \$200.00 application fee
Change of Use * Per City Code 153-18C ** Adopted by the Planning Board *** Fees cover staff time for consultation, review and monitoring of plans and projects. The fees have gone through a public hearing process and have been voted on by the Planning Board and Adopted by the City Council where applicable.	Existing floor space \$.10 per sq. ft not to exceed \$5,000, plus \$1.00 per sheet and \$200.00 application fee
Conditional Use * Per City Code 153-18D ** Adopted by the Planning Board *** Fees cover staff time for consultation, review and monitoring of plans and projects. The fees have gone through a public hearing process and have been voted on by the Planning Board and Adopted by the City Council where applicable.	\$200.00 application fee plus \$1.00 per sheet Clarify CUP, not lot

SERVICES	FY21 ADOPTED FEES
PLANNING DEPARTMENT	
Parking Lot Additions * Per City Code 153-18C ** Adopted by the Planning Board *** Fees cover staff time for consultation, review and monitoring of plans and projects. The fees have gone through a public hearing process and have been voted on by the Planning Board and Adopted by the City Council where applicable.	\$.07 per sq. ft. not to exceed \$10,000, plus \$1.00 per sheet plus \$200.00 application fee
Paved area * Per City Code 153-18C ** Adopted by the Planning Board *** Fees cover staff time for consultation, review and monitoring of plans and projects. The fees have gone through a public hearing process and have been voted on by the Planning Board and Adopted by the City Council where applicable.	\$.07 per sq. ft. not to exceed \$10,000, plus \$1.00 per sheet and \$200.00 application fee
Driveway Waiver * Per City Code 157-53D ** Adopted by the Planning Board *** Fees cover staff time for consultation, review and monitoring of plans and projects. The fees have gone through a public hearing process and have been voted on by the Planning Board and Adopted by the City Council where applicable.	\$200.00 application fee
Wetland Buffer Signs * Per City Code 170-27.1 D.(1) ** Adopted by the Planning Board *** Fees cover staff time for consultation, review and monitoring of plans and projects. The fees have gone through a public hearing process and have been voted on by the Planning Board and Adopted by the City Council where applicable.	\$2.00
No Cut - No Disturbance Placards * Per City Code 157-21.F(4) ** Adopted by the Planning Board *** Fees cover staff time for consultation, review and monitoring of plans and projects. The fees have gone through a public hearing process and have been voted on by the Planning Board and Adopted by the City Council where applicable.	\$2.00
Trail Boundary - Walking Path Markers *** Fees cover staff time for consultation, review and monitoring of plans and projects. The fees have gone through a public hearing process and have been voted on by the Planning Board and Adopted by the City Council where applicable.	\$2.00
Extensions of/Amendments to approved plans * Per City Code 157-54B ** Adopted by the Planning Board *** Fees cover staff time for consultation, review and monitoring of plans and projects. The fees have gone through a public hearing process and have been voted on by the Planning Board and Adopted by the City Council where applicable.	\$200.00 application fee
Waiver Requests to approved plans * Per City Code 153-18C ** Adopted by the Planning Board *** Fees cover staff time for consultation, review and monitoring of plans and projects. The fees have gone through a public hearing process and have been voted on by the Planning Board and Adopted by the City Council where applicable.	\$200.00 application fee
Legal Notice * Per City Code 155-53C ** Adopted by the Planning Board *** Fosters Daily Democrat Ad Fee	Actual Cost

SERVICES	FY21 ADOPTED FEES
PLANNING DEPARTMENT	
Certified Mail * Per Budget Resolution ** Adopted by City Council *** Current US Postal Rate	Actual Cost
First Class mail * Per Budget Resolution ** Adopted by City Council *** Current US Postal Rate	\$1.00
Creating/Printing Abutter Labels * Per Budget Resolution ** Adopted by City Council *** Current US Postal Rate	\$10.00 per sheet
Peer Analysis Review * Per City Ordinance #155-53 (c) ** Adopted by Planning Board *** The fee covers staff time for analysis review	Actual Cost
Request for Rezoning * Per Budget Resolution ** Adopted by City Council *** The fee covers staff time for analysis review	\$200.00 application fee
GIS/MAPS	
Simple plot on 8.5x11 paper up to 11 x 17 paper * Per Budget Resolution ** Adopted by City Council *** To cover staff time and associated expenses	\$5.00
Custom Map creation * Per Budget Resolution ** Adopted by City Council *** To cover staff time and associated expenses	\$50/hr = 1hr min CD
Copy or Scan large format map or plan larger than 11 x 17 up to 36" x 44" Black and White or Color * Per Budget Resolution ** Adopted by City Council *** To cover staff time and associated expenses	\$15.00 per sheet
ZONING	
Transfer of Development Rights Fee - non-restricted * Per Budget Resolution ** Adopted by City Council ***To purchase and monitor conserved property and easements while satisfying Funding opportunities	\$13,402 per Credit
Transfer of Development Rights Fee - 1,400 sf * Per Budget Resolution ** Adopted by City Council ***To purchase and monitor conserved property and easements while satisfying Funding opportunities	\$8,935 per Credit
Transfer of Development Rights Fee - 1,000 sf * Per Budget Resolution ** Adopted by City Council ***To purchase and monitor conserved property and easements while satisfying Funding opportunities	\$6,701 per Credit
Transfer of Development Rights Application Fee * Per Budget Resolution ** Adopted by City Council ***To purchase and monitor conserved property and easements while satisfying Funding opportunities	\$200.00 application fee
Sign Permit Fee * Per Budget Resolution ** Adopted by City Council *** The fee covers staff time for analysis review	\$75.00
Community Signs Permit Fee for Display Period * Per Budget Resolution R-2016.11.09 ** Adopted by City Council *** The fee covers staff time for analysis review	\$5.00 per display period

SERVICES	FY21 ADOPTED FEES
PLANNING DEPARTMENT	
Temporary Sign Permit Fee * Per Budget Resolution ** Adopted by City Council *** The fee covers staff time for analysis review	\$50.00
Variance Application * Per RSA 673:16 ** Adopted by Zoning Board of Adjustment *** The fee covers staff time and the copying and distribution of the agenda items to the Board members	\$100.00
Special Exception Application * Per RSA 673:16 ** Adopted by Zoning Board of Adjustment *** The fee covers staff time and the copying and distribution of the agenda items to the Board members	\$100.00
Appeal from Administrative Decision * Per RSA 673:16 ** Adopted by Zoning Board of Adjustment *** The fee covers staff time and the copying and distribution of the agenda items to the Board members	\$100.00
Equitable Waiver * Per RSA 673:16 ** Adopted by Charter *** The fee covers staff time and the copying and distribution of the agenda items to the Board members	\$100.00
Accessory Dwelling Unit (New/Renewal) * Per Budget Resolution ** Adopted by City Council *** The fee covers staff time and associated expenses	\$50.00
Customary Home Occupation Fee (New/Renewal) * Per Budget Resolution ** Adopted by City Council *** The fee covers staff time and associated expenses	\$50.00
Excavation Permit Filing Fee * Per City Ordinance 170-30(A)(9) ** Adopted by Planning Board *** The fee covers staff time and associated expenses	\$50.00
Excavation Permit Fee * Per City Ordinance 170-30(A)(9) ** Adopted by Planning Board *** The fee covers staff time and associated expenses	\$75.00
Letter of Interpretation *** The fee covers staff time and associated expenses	\$75.00
Certificate of Conformity *** The fee covers staff time and associated expenses	\$50.00

SERVICES	FY21 ADOPTED FEES
POLICE DEPARTMENT	
ALARM USER:	
Original * Per City Ordinance #45 ** Adopted by City Council *** To cover staff time and associated expenses	\$25.00
Renewal * Per City Ordinance #45 ** Adopted by City Council *** To cover staff time and associated expenses	\$10.00
FALSE ALARM FEE * Per City Ordinance #45 ** Adopted by City Council *** To cover staff time and associated expenses	1st 3 free, after 3 = \$75 each
Failure to respond to alarm callback * Per City Ordinance #45 ** Adopted by City Council *** To cover staff time and associated expenses	\$30.00
REGISTRATION	
Bicycle * Per City Ordinance #53-2 ** Adopted by City Council *** N/A	\$0.00
DANCE LICENSE:	
Single time * Per City Ordinance #49-3 Art I ** Adopted by City Council *** To cover staff time and associated expenses	\$10.00
Restaurant (annual) * Per City Ordinance #49-3 Art. I ** Adopted by City Council *** To cover staff time and associated expenses	\$50.00
Other (annual) * Per City Ordinance #49-3 Art. I ** Adopted by City Council *** To cover staff time and associated expenses	\$100.00
PISTOL LICENSE:	
To carry (5 years) * Per RSA 159:6 ** Adopted by State Legislature *** Per RSA to cover cost of processing application	\$10.00
To sell (3 years) * Per RSA 159:6 ** Adopted by State Legislature *** Per RSA to cover cost of processing application	\$10.00
MISCELLANEOUS:	
Dog Transport Fee * Per City Ordinance #69-7 ** Adopted by City Council *** To cover staff time and associated expenses	\$25.00
Fingerprints Non Resident * Per Budget Resolution ** Adopted by City Council *** To cover staff time and associated expenses	\$25.00
Fingerprints for Residents * Per Budget Resolution ** Adopted by City Council *** To cover staff time and associated expenses	\$10.00

SERVICES	FY21 ADOPTED FEES
POLICE DEPARTMENT	
Vehicle Identification Number (VIN) Checks * Per Budget Resolution ** Adopted by City Council *** To cover staff time and associated expenses	\$15.00
PHOTOGRAPHS:	
Tapes and Videos (Change to Disc of Photographs or recording) * Per Budget Resolution ** Adopted by City Council *** To cover staff time and associated expenses	\$30.00
REPORTS: (Hard Copy and Microfilm)	
1 - 10 pages * Per Budget Resolution ** Adopted by City Council *** To recoup actual costs of paper, toner and copier costs and maintenance	\$20.00
Additional pages after 10 pages * Per Budget Resolution ** Adopted by City Council *** To recoup actual costs of paper, toner and copier costs and maintenance	\$1 each page
Discovery Materials * Per Court Rule 210 ** Adopted by State Administrative Rule *** To cover staff time and associated expenses	No fee first copy.
Statistical Information * Per Budget Resolution ** Adopted by City Council *** To cover staff time and associated expenses	\$25 per staff hour
PARKING METER RATES:	
Parking Tokens - \$.25 value * Per Budget Resolution R-2013.12.11-140 ** Adopted by City Council *** To fund parking activity fund	\$5.00 per roll of 24
3rd & 4th Street Parking Lots and Garage * Per Budget Resolution ** Adopted by City Council *** To fund parking activity fund	\$1.00/hr
All On-Street Spaces; Indoor Pool, Orchard & Belknap Lots * Per Budget Resolution ** Adopted by City Council *** To fund parking activity fund	Hours 1 & 2: \$1/hr Hours 3 & 4: \$2/hr Hours 5+: \$3/hr
Transportation Lot only ** Adopted by City Council *** To fund parking activity fund	\$.50/hr \$3.00/day \$10.00/14 days
Parking Garage: 2 am to 6 am * Per Budget Resolution R-2017.10.25-154 ** Adopted by City Council *** To fund parking activity fund	\$1 hour
Mobile parking meter * Per Budget Resolution R-2011.04.13-048 ** Adopted by City Council *** To fund parking activity fund	\$19.95

SERVICES	FY21 ADOPTED FEES
POLICE DEPARTMENT	
Pay by Phone Transaction Fee * Per Budget Resolution ** Adopted by City Council *** To fund Parking Activity Fund	\$0.25
PARKING PERMIT MONTHLY FEES:	
Care Provider * Per City Ordinance #141-18 ** Adopted by City Council *** To fund Parking Activity Fund	\$10/month
Chapel Street * Per City Ordinance #141-23 ** Adopted by City Council *** To fund Parking Activity Fund	\$30/Business
Chestnut Street Lot * Per City Ordinance #141-2 ** Adopted by City Council *** To fund Parking Activity Fund	\$20/business
Contractor (metered) Contractor (time limited) * Per City Ordinance #141-33 ** Adopted by City Council *** To fund Parking Activity Fund	\$10/per day/per vehicle \$5/per day/per vehicle
Designated Spaces for Electric Vehicle Charging Stations * Per City Ordinance ** Adopted by City Council *** To fund Parking Activity Fund	\$3.00/per hour
Development Required Permits * Per City Ordinance #141-20 ** Adopted by City Council *** To fund Parking Activity Fund	\$25/month/permit
First Street * Per City Ordinance #141-18 and 141-20 ** Adopted by City Council *** To fund Parking Activity Fund	\$45.00 Business \$25 Resident
Fourth Street (Central to Chestnut) * Per City Ordinance #141-20 ** Adopted by City Council *** To fund Parking Activity Fund	\$25 Business
Green Street * Per City Ordinance #141-20 ** Adopted by City Council *** To fund Parking Activity Fund	\$25 Business
Henry Law Ave * Per City Ordinance #141-20 ** Adopted by City Council *** To fund Parking Activity Fund	\$25 Business
Kirkland Street * Per City Ordinance #141-20 ** Adopted by City Council *** To fund Parking Activity Fund	\$20/month
Main Street * Per City Ordinance #141-20 ** Adopted by City Council *** To fund Parking Activity Fund	\$25 Business
Orchard Garage * Per City Ordinance #141-18 and #141-20 ** Adopted by City Council *** To fund Parking Activity Fund	\$50 Business \$25 Resident

SERVICES	FY21 ADOPTED FEES
POLICE DEPARTMENT	
Orchard Surface Spaces * Per City Ordinance #141-20 ** Adopted by City Council *** To fund Parking Activity Fund	\$50 Business
Portland (Grimes) Lot * Per City Ordinance #141-20 ** Adopted by City Council *** To fund Parking Activity Fund	\$20.00 Business Permit No Resident Permits
Processing Fee for Permits paid at Meters ** Adopted by City Council *** To fund Parking Activity Fund	\$1.00 per \$50.00
Replacement Parking Permit * Per City Ordinance #141-18 and #141-20 ** Adopted by City Council *** To fund Parking Activity Fund	\$5.00
Resident Visitor Pass * Per City Ordinance #141-18 ** Adopted by City Council *** To fund Parking Activity Fund	\$10/Week
River Street Lot * Per City Ordinance #141-20 ** Adopted by City Council *** To fund Parking Activity Fund	\$15 Business
School Street * Per City Ordinance #141-18 ** Adopted by City Council *** To fund Parking Activity Fund	\$25 Resident
Second Street * Per City Ordinance #141-18 and #141-20 ** Adopted by City Council *** To fund Parking Activity Fund	\$45 Business \$25 Resident
St. John Street * Per City Ordinance #141-18 and #141-20 ** Adopted by City Council *** To fund Parking Activity Fund	\$25 Business
Third Street Lot * Per City Ordinance #141-20 ** Adopted by City Council *** To fund Parking Activity Fund	\$45 Business
OTHER:	
Immobilization / Towing Administrative Fee * Per City Ordinance #141-26C ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	\$25.00
Credit Card Transaction fee for fine payment through Meter * Per Budget Resolution ** Adopted by City Council *** Administrative penalty for violation of Dover City Code	\$1.00 per \$50.00
DETAIL POLICE OFFICER:	
Per hour with minimum 4 hours * Per Budget Resolution ** Adopted by City Council *** Recover all costs associated with officer	\$71.00
Police Vehicle * Per Budget Resolution ** Adopted by City Council *** Recover all costs associated with officer	\$30 per hour

SERVICES	FY21 ADOPTED FEES
FIRE DEPARTMENT	
AMBULANCE SERVICE: Operating Costs related to various levels of emergency services	
Intubation * Per Budget Resolution ** Adopted by City Council *** Cover operating costs	In Base Rate
Basic Life Support (BLS): Emergency * Per Budget Resolution ** Adopted by City Council *** Cover operating costs	\$885.90
Basic Life Support (BLS): Non-Emergency * Per Budget Resolution ** Adopted by City Council *** Cover operating costs	\$885.90
BLS Mileage * Per Budget Resolution ** Adopted by City Council *** Cover operating costs	\$14.98
Oxygen * Per Budget Resolution ** Adopted by City Council *** Cover operating costs	In Base Rate
Advanced Life Support (ALS): Non-Emergency * Per Budget Resolution ** Adopted by City Council *** Cover operating costs	\$1,644.92
Advanced Life Support (ALS1) * Per Budget Resolution ** Adopted by City Council *** Cover operating costs	\$1,644.92
ALS Mileage * Per Budget Resolution ** Adopted by City Council *** Cover operating costs	\$19.00
I.V. Drug * Per Budget Resolution ** Adopted by City Council *** Cover operating costs	In Base Rate
Cardiac Monitor * Per Budget Resolution ** Adopted by City Council *** Cover operating costs	In Base Rate
Defibrillation * Per Budget Resolution ** Adopted by City Council *** Cover operating costs	In Base Rate
Advanced Life Support (ALS2) * Per Budget Resolution ** Adopted by City Council *** Cover operating costs	\$2,598.98
Specialty Care Transport * Per Budget Resolution ** Adopted by City Council *** Cover operating costs	\$2,838.43

SERVICES	FY21 ADOPTED FEES
FIRE DEPARTMENT	
OTHER CHARGES:	
Emergency Response Reimbursement * Per RSA 153:A-24 ** Adopted by State Legislature *** Charges billed to various entities based upon man hours, equipment and materials involved	Actual Cost + 10% Admin
Hazardous Material Response * Per SARA Title III ** Adopted by State of NH *** Charges billed to various entities based upon man hours, equipment and materials involved	Actual Cost + 10% Admin
REPORTS: (Hard Copy and Microfilm)	
1 - 10 pages * Per Budget Resolution ** Adopted by City Council *** To cover staff time and associated expenses	\$20.00
Additional pages after 10 pages * Per Budget Resolution ** Adopted by City Council *** To cover staff time and associated expenses	\$1.00 each page
Discovery Materials * Per Court Rule 210 ** Adopted by State Administrative Rule *** To cover staff time and associated expenses	NO FEE
Medical Reports * Per Budget Resolution ** Adopted by City Council *** To cover staff time and associated expenses	\$15.00
Statistical Information * Per Budget Resolution ** Adopted by City Council *** To cover staff time and associated expenses	\$25.00 per staff hour
OTHER CHARGES:	
Fire Alarm Affidavit Neglect * Per City Ordinance #58 ** Adopted by City Council *** To cover staff time and associated expenses	\$75.00
Fire Code Violation Fines * Per City Ordinance #109 ** Adopted by City Council *** Determined through Court Ruling	minimum \$100 maximum \$500
EMS/CPR/Fire Training classes * Per Budget Resolution ** Adopted by City Council *** Fee based on level of certification	Actual Cost
Personnel Services (Details) * Per Budget Resolution ** Adopted by City Council *** Hourly wage	Actual Cost
Fire Safety Trailer Education (Outside of City - 5 hours minimum) * Per Budget Resolution ** Adopted by City Council *** To cover staff time and associated expenses	\$500.00 - 5 hour min \$60.00/hr ea addl hr

SERVICES	FY21 ADOPTED FEES
FIRE DEPARTMENT	
SYSTEM PLAN REVIEW FEES:	
Application Fee in addition to below * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$25.00
Fire Suppression Systems:	
NFPA 13D system * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$15 per \$1000 of system installation value
NFPA 13R system * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$15 per \$1000 of system installation value
NFPA 13 system	\$15 per \$1000 of system installation value
*Permit Fees Doubled if work is started before permit is issued.	
MODIFICATION TO EXISTING SUPPRESSION SYSTEMS (each system): Water and/or foam systems (all types):	\$15 per \$1000 of system installation value plus \$25 application fee
Automatic fire detection systems: * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$15 per \$1000 of system installation value plus \$25 application fee
Commercial cooking ventilation systems:	
Including suppression system * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$250.00
Not including suppression system * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$200.00
Modification to Commercial Cooking Suppression or Ventilation Systems * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$75.00
Fire water tanks/cisterns:	
Aboveground * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$200.00
Underground * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$225.00

SERVICES	FY21 ADOPTED FEES
FIRE DEPARTMENT	
PERMIT FEES:	
Explosive/blasting (per site):	
Up to 5 days * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$200.00
Add for each additional day beyond 5 * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$25.00
Underground storage tanks (other than water/propane):	
Removal only * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$60.00
Installation only * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$175.00
Removal and reinstallation * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$175.00
Residential install underground / aboveground fuel tank * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$25.00 with an \$25.00 application fee
Class C Fireworks Display Permit * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$250.00
LIFE SAFETY INSPECTION FEES:	
Family day care homes (up to 6 children) * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$30.00
Group day care homes (7 to 12 children) * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$50.00
Day care centers and/or nurseries (more than 12 children or more than 4 children under the age of 2 years old) * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$75.00
Foster care (up to 3 children) * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$30.00

SERVICES	FY21 ADOPTED FEES
FIRE DEPARTMENT	
Residential board and care:	
4 to 16 persons * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$150.00
More than 16 persons * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$300.00
Residential placement (up to 3 adults) * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$30.00
Rooming/lodging home inspections:	
Up to 16 beds * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$100.00
More than 16 beds * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$150.00
Permit of Assembly Inspections	
Capacity of 100 or more (Valid for 1 Year) * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$200.00
Business Inspections	
Capacity of less than 100 (valid for 1 Year) Required by other regulatory agencies (i.e. liquor commission)	\$100.00
Re-inspection Fee * Per City Ordinance #109-23 ** Adopted by City Council *** Inspection of work/construction disapproved for the second time	\$75.00
HEALTH INSPECTION SERVICES	
CLASS I - Food service establishments with seating capacity of 100 or more, supermarkets and grocery stores with 3 or more food preparation areas. *Add \$50 if also providing offsite catering services (\$450.00). * Per City Ordinance #99-3 ** Adopted by City Council *** To cover staff time and associated expenses	\$400.00
CLASS II - Food service establishments having a seating capacity of more than 25 but less than 100, grocery stores with fewer than 3 food preparation areas, bakeries, warehouses, distributors, caterers, mobile food operators, canteen commissaries, institutions, clubs.*Add \$50 if also providing offsite catering services (\$325.00). * Per City Ordinance #99-3 ** Adopted by City Council *** To cover staff time and associated expenses	\$275.00

SERVICES	FY21 ADOPTED FEES
FIRE DEPARTMENT	
CLASS III - Food service providers with a seating capacity of 25 or less, or a take-out food service; or a food service establishment selling only prepackaged products, vending machine operators with 5 machine or more. *Add \$50 if also providing offsite catering services (\$175.00). * Per City Ordinance #99-3 ** Adopted by City Council *** To cover staff time and associated expenses	\$125.00
Class III(v) - vending machines 1 through 4, \$25 per unit. More than 4 vending machines is Class III license for the operator * Per City Ordinance #99-3 ** Adopted by City Council *** To cover staff time and associated expenses	\$25.00
CLASS IV - Temporary food service establishments (2 days up to 6 months) * Per City Ordinance #99-3 ** Adopted by City Council *** To cover staff time and associated expenses	\$80.00
CLASS V - Temporary Food service establishments (1 day only) * Per City Ordinance #99-3 ** Adopted by City Council *** To cover staff time and associated expenses	\$40.00
CLASS H - Level I Homestead: A homestead that sells its products only at farmers' markets, farm stands or residences. * Per City Ordinance #99-3 ** Adopted by City Council *** To cover staff time and associated expenses	\$50.00
CLASS D - Level II Homestead: A homestead that sells its products to retail food stores. * Per City Ordinance #99-3 ** Adopted by City Council *** To cover staff time and associated expenses	\$100.00
Non-profit Health License fee * Per City Ordinance #99-3 ** Adopted by City Council *** To cover staff time and associated expenses	application fee \$25.00
Re-inspection Fee * Per City Ordinance #99-3 ** Adopted by City Council *** Inspection of work/construction disapproved for the second time	\$150.00
Health License Name change fee * Per City Ordinance #99-3 ** Adopted by City Council *** To cover staff time and associated expenses	\$25.00
LATE FEE: All applications for food service establishment licenses shall be filed by May 31st of each year. In addition to the fees provided in this section, there shall be a \$50.00 late fee for any renewal application received after June 20th of any year. * Per City Ordinance #99-3 ** Adopted by City Council *** To cover staff time and associated expenses	\$50.00

SERVICES	FY21 ADOPTED FEES
FIRE DEPARTMENT	
Business Life Safety Inspection	
Business Life Safety Inspection Fee * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$50.00
Capacity of 0-49 (Valid for 1 Year) * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$100.00
Capacity of 50-99 (Valid for 1 Year) * Per City Ordinance #109-23 ** Adopted by City Council *** To cover staff time and associated expenses	\$150.00
Tattoo/Body Piercing Establishment Permit * Per City Ordinance #99-3 ** Adopted by City Council *** To cover staff time and associated expenses	\$50.00
Re-inspection Fee * Per City Ordinance #99-3 ** Adopted by City Council *** Inspection of work/construction disapproved for the second time	\$75.00
BUILDING PERMITS:	
Building Permit* (to include Demolition permits) * Per City Ordinance #68-16 ** Adopted by City Council *** To cover staff time and associated expenses	\$10.00 per \$1,000 of construction value with a \$25.00 application fee
Permit for Residential Accessory Structures Fee (barn garage etc..) * Per City Ordinance #68-16 ** Adopted by City Council *** To cover staff time and associated expenses	\$25.00 with a \$25.00 application fee
*Permit Fees Doubled if work is started before permit is issued.	
Building Permit extension * Per City Ordinance #68-16 ** Adopted by City Council *** Re-review of previously submitted permit for extension of uncompleted work.	\$50.00 with a \$25.00 application fee
Plan Review Fee * Per City Ordinance #68-16 ** Adopted by City Council *** Third review of plans previously submitted.	\$75 per hour minimum 2 hours
Inspection Fee * Per City Ordinance #68-16 ** Adopted by City Council *** Inspection of certificate of occupancy existing buildings.	\$50.00
Re-inspection Fee * Per City Ordinance #68-16 ** Adopted by City Council *** Inspection of work/construction disapproved for the second time	\$75.00
After hours Inspection Fee * Per City Ordinance #68-16 ** Adopted by City Council *** All after business hour inspections	\$65 per hour

SERVICES	FY21 ADOPTED FEES
FIRE DEPARTMENT	
Refunds of permits (requests made in writing & no later than 1 year after the issuance date) * Per City Ordinance #68-16 ** Adopted by City Council *** Will process refund as requested, minus a \$50 fee. After refund paid, no work shall resume until a new application has been applied for and permit issued.	\$50.00 plan review & administrative fee
Replacement of application occupancy sign-off sheet (green sheet) * Per City Ordinance #68-16 ** Adopted by City Council *** Copy is provided with Building Permit when picked up. For loss or misplaced sign-off sheets a fee will be charged.	\$25.00
Plumbing Permit (Residential) * Per City Ordinance #135-19(B) ** Adopted by City Council *** To cover staff time for review of plans, on-site inspections of construction in progress and file maintenance.	\$6.00 per fixture with a \$25.00 application fee
Plumbing Permit/HVAC (Commercial) * Per City Ordinance #135-19(B) ** Adopted by City Council *** Inspection of Plumbing & HVAC	\$15.00 per \$1,000 of installation value with a \$25.00 application fee
HVAC (Residential) * Per City Ordinance #135-19(B) ** Adopted by City Council *** Inspection of HVAC	\$10.00 per \$1,000 of installation value with a \$25.00 application fee
Manufactured and Mobile Homes * Per City Ordinance #135-19(B) ** Adopted by City Council *** To cover staff time for Inspections	\$50.00 with a \$25.00 application fee
Modular Homes * Per City Ordinance #135-19(B) ** Adopted by City Council *** To cover staff time for Inspections	\$100.00 with a \$25.00 application fee
Re-inspection Fee * Per City Ordinance #135-19B ** Adopted by City Council *** Inspection of work/construction disapproved for the second time	\$75.00
*Permit Fees Doubled if work is started before permit is issued.	
Gas Meter Installation * Per City Ordinance #170-50 ** Adopted by City Council *** Inspections of Gas meter installation	\$6.00 per fixture with a \$25.00 application fee
Trailer Park Licenses:	
Initial Fee * Per City Ordinance #126 ** Adopted by City Council *** For review of park's compliance with ordinance	\$100.00

SERVICES	FY21 ADOPTED FEES
FIRE DEPARTMENT	
Renewal Fee * Per City Ordinance #126 ** Adopted by City Council *** For review of park's compliance with ordinance	\$25.00
Electrical Permits*: (Commercial) * Per City Ordinance #102-30 ** Adopted by City Council *** Covers staff time for review of plans, on-site inspection of construction in progress and file maintenance	\$15.00 per \$1,000.00 of installation value with a \$25.00 application fee
Electrical Permits*: (Residential) * Per City Ordinance #102-30 ** Adopted by City Council *** Covers staff time for review of plans, on-site inspection of construction in progress and file maintenance	\$25.00 Application fee with a \$10.00 minimum on fixtures and devices
Services * Per City Ordinance #102-30 ** Adopted by City Council *** Covers staff time for review of plans, on-site inspection of construction in progress and file maintenance	\$5.00 per 100 amp
	AMP 1phase
	60 \$5.00
	100 \$5.00
	200 \$10.00
	400 \$20.00
	600 \$30.00
	800 \$40.00
	1,000 \$50.00
	1,200 \$60.00
	1,600 \$80.00
	1,800 \$90.00
2,000 \$100.00	
2,500 \$125.00	
*Permit Fees Doubled if work is started before permit is issued.	
Meters * Per City Ordinance #102-30 ** Adopted by City Council *** Covers staff time for review of plans, on-site inspection of construction in progress and file maintenance	\$5.00 ea.
Devices * Per City Ordinance #102-30 ** Adopted by City Council *** Covers staff time for review of plans, on-site inspection of construction in progress and file maintenance	\$1.00 per outlets
	\$1.00 per switch
Fixtures * Per City Ordinance #102-30 ** Adopted by City Council *** Covers staff time for review of plans, on-site inspection of construction in progress and file maintenance	\$2.00 ea. (includes smoke detectors)
Equipment * Per City Ordinance #102-30 ** Adopted by City Council *** Covers staff time for review of plans, on-site inspection of construction in progress and file maintenance	\$5.00 ea.

SERVICES	FY21 ADOPTED FEES
FIRE DEPARTMENT	
Motors * Per City Ordinance #102-30 ** Adopted by City Council *** Covers staff time for review of plans, on-site inspection of construction in progress and file maintenance	\$5.00 ea.
Transformers * Per City Ordinance #102-30 ** Adopted by City Council *** Covers staff time for review of plans, on-site inspection of construction in progress and file maintenance	Up to 25 KVA.- \$25.00 25 KVA to 75 KVA - \$50.00
Generators & Transfer switches * Per City Ordinance #102-30 ** Adopted by City Council *** Covers staff time for review of plans, on-site inspection of construction in progress and file maintenance	Up to 10 KVA.- \$25.00 10 KVA to 75 KVA - \$50.00 Over 75 KVA - \$100.00 ea
Air Compressors * Per City Ordinance #102-30 ** Adopted by City Council *** Covers staff time for review of plans, on-site inspection of construction in progress and file maintenance	\$15.00
Manufactured and Mobile Homes * Per City Ordinance #102-30 ** Adopted by City Council *** Covers staff time for review of plans, on-site inspection of construction in progress and file maintenance	\$50.00 with a \$25.00 application fee
Modular Homes * Per City Ordinance #102-30 ** Adopted by City Council *** Covers staff time for review of plans, on-site inspection of construction in progress and file maintenance	\$100.00 with a \$25.00 application fee
Heat Pump * Per City Ordinance #102-30 ** Adopted by City Council *** Covers staff time for review of plans, on-site inspection of construction in progress and file maintenance	\$10.00
Electric Heat * Per City Ordinance #102-30 ** Adopted by City Council *** Covers staff time for review of plans, on-site inspection of construction in progress and file maintenance	\$5.00 ea. section (regardless of size or watts)
Fire Pumps * Per City Ordinance #102-30 ** Adopted by City Council *** Covers staff time for review of plans, on-site inspection of construction in progress and file maintenance	\$100.00
Illuminated Signs * Per City Ordinance #102-30 ** Adopted by City Council *** Covers staff time for review of plans, on-site inspection of construction in progress and file maintenance	\$25.00
In ground pool, and non-portable/fixed above ground pools water height greater than 42" * Per City Ordinance #102-30 ** Adopted by City Council *** Covers staff time for review of plans, on-site inspection of construction in progress and file maintenance	\$75.00

SERVICES	FY21 ADOPTED FEES
FIRE DEPARTMENT	
Hot tub/spa, and portable above ground pools (water height greater than 24" up to a water height of 42 inches) * Per City Ordinance #102-30 ** Adopted by City Council *** Covers staff time for review of plans, on-site inspection of construction in progress and file maintenance	\$25.00
Hot tub/spa * Per City Ordinance #102-30 ** Adopted by City Council *** Covers staff time for review of plans, on-site inspection of construction in progress and file maintenance	\$25.00
Residential photovoltaic systems * Per City Ordinance #102-30 ** Adopted by City Council *** Covers staff time for review of plans, on-site inspection of construction in progress and file maintenance	\$50.00
Temp Service * Per City Ordinance #102-30 ** Adopted by City Council *** Covers staff time for review of plans, on-site inspection of construction in progress and file maintenance	\$25.00
Photocopies * Per Budget Resolution ** Adopted by City Council *** Covers staff time for review of plans, on-site inspection of construction in progress and file maintenance	\$.50 per page
Re-inspection Fee * Per City Ordinance #135-19B ** Adopted by City Council *** Inspection of work/construction disapproved for the second time	\$75.00

