

# MAYOR & COUNCIL AGENDA COVER SHEET

**MEETING DATE:**

**June 1, 2009**

**RESPONSIBLE STAFF:**

**Greg Ossont, Director  
Planning and Code  
Administration**

**CALL TO PODIUM:**

**Greg Ossont, Director  
Planning and Code  
Administration**

**AGENDA ITEM:**

(please check one)

<input type="checkbox"/>	Presentation
<input type="checkbox"/>	Proclamation/Certificate
<input type="checkbox"/>	Appointment
<input type="checkbox"/>	Public Hearing
<input type="checkbox"/>	Historic District
<input type="checkbox"/>	Consent Item
<input type="checkbox"/>	Ordinance
<input checked="" type="checkbox"/>	Resolution
<input type="checkbox"/>	Policy Discussion
<input type="checkbox"/>	Work Session Discussion Item
<input type="checkbox"/>	Other:

**PUBLIC HEARING HISTORY:**

(Please complete this section if agenda item is a public hearing)

Introduced	
Advertised	
Hearing Date	
Record Held Open	
Policy Discussion	

**TITLE:**

A Resolution Codifying and Updating a Schedule of Fees, Charges, Fines and Expenses as Provided For in the Ordinances of the City of Gaithersburg

**SUPPORTING BACKGROUND:**

This is a resolution codifying and updating the schedule of fees, charges, fines and expenses.

Please find the attached copy of proposed fee schedule changes for FY 2010. Staff has attached a strike and bold version with comments to explain each modification.

During this year's annual review, staff noted several fees associated with residential and commercial plan review and building permits were not comparable to the adjoining jurisdictions of Rockville and Montgomery County. As such, staff is proposing increases that bring the City in line with these agencies.

Notable Increases Include:


- Multi-Family Rental Licenses
- Fee for Non-Resident Dog Exercise Area Membership
- New Residential/Commercial Plan Review and Building Permit Fees
- Zoning Fees for Schematic Development Plans
- Fire Protection Review and Inspection Fees

**DESIRED OUTCOME:**

Vote on resolution.

MEMORANDUM TO: Mayor and City Council

VIA: Angel L. Jones, City Manager

FROM: Greg Ossont, Director   
Planning and Code Administration

DATE: May 12, 2009

SUBJECT: Fee Schedule Changes

Please find the attached copy of proposed fee schedule changes for FY 2010. Staff has attached a summary of the recommended changes organized by the applicable page number and section. A draft resolution with the proposed changes has been included for your review as well. In all cases, proposed increases are attributed to increased review requirements and/or inspections as well as maintaining consistency with comparable jurisdictions.

We are providing the attached document in advance for your review. We anticipate the proposed changes being prepared for adoption at the regularly scheduled Mayor and City Council meeting on June 1, 2009.

If you have any questions or comments, please contact me directly at 301-258-6330 or [gossont@gaitHERsburgmd.gov](mailto:gossont@gaitHERsburgmd.gov)

- **AMUSEMENT MACHINES (Chapter 3, pg. 1)**

Fee at application and annual renewal

Increased \$25 to **\$150**, to offset inspections required.

- **ANIMALS AND FOWL (Chapter 4, pg. 1)**

B. Animal Licenses

- Three-Year License – Dogs and Cats Unspayed or Unneutered.

Increased \$30 to **\$105**. Adjustment. One year fee was increased FY 09, the three year was not.

C. Dog Exercise Area (Chapter 15)

- Non City resident annual Membership Fee

Increased \$10 to **\$60**

- **BUILDING PERMITS (Chapter 5, pg. 2)**

a. New Residential Construction Application Fee

Increased \$50 to **\$150** to maintain consistency with Mont. Co. /Rockville.

b. - Additions, renovations/alterations with construction costs over \$20,000 or more, minimum fee

Increased \$5 to **\$205**; reflects notification requirements (placards).

- Residential decks up to 500 sq. ft

Increased \$5 to **\$85**; same as above.

- Decks over 500 sq. ft.

Increased \$5 to **\$140**; same as above.

- **EROSION/SEDIMENT CONTROL/STORM-WATER MGT, (Chapter 8,) FOREST CONSV. (Chapter 22, pg. 4)**

A. Plan Review Fee

- Up to 5000 sq. ft. of disturbance

Increased \$150 to **\$300**; to maintain consistency with Mont. Co. /Rockville.

- 5000 sq. ft. to 1 acre

Increased \$300 to **\$500**; same as above.

- Each additional acre

Increased \$800 to **\$1000**; same as above.

B. Permit Application Fee

Increased \$50 to **\$200**; same as above.

- **FENCES ON PRIVATE PROPERTY (pg.5)**

6. Fee

Increased \$5 to **\$35**; reflects notification requirements (placards).

- **SIGN PERMITS (pg. 7)**

b. 25 to 49 sq. ft.

Increased \$15 to **\$75**; to maintain consistency with Mont. Co. /Rockville.

c. 50 to 74 sq. ft.

Increased \$25 to **\$100**; same as above.

- **SITE CONSTRUCTION ON PRIVATE PROP. (pg. 7)**

a. Permit Application Fee

Increased \$20 to **\$100**; to maintain consistency with Mont. Co. /Rockville.

- **FIRE SAFETY CODE FEES (pgs 8 – 10)**

**All Fire Safety Changes Are to Maintain Consistency with Mont. Co./Rockville:**

b. Fire Alarm & Detection Systems, per device  
Minimum fee

Increased \$2 to **\$12 per device**  
Increased \$25 to **\$100**

d. Fire Sprinkler Systems, per sprinkler  
Minimum fee

Increased \$1 to **\$4 per sprinkler**  
Increased \$25 to **\$100**

e. Miscellaneous Systems Fee  
- Per Standpipe System  
- Dry or Wet Chemical Extinguishing Systems

Increased \$100 to **\$250 per system**  
Increased \$50 to **\$200 per system**

f. Fire Pump Test, per pump

Increased \$50 to **\$250 per pump**

g. Fire Main Flush Test or Hydro Test

Increased \$50 to **\$100 per test witnessed**

j. General Fire Protection Permit Fees  
- 1. Removal/repair/install flammable liquid  
Storage tank – Term 6 months  
- 2. Remove/abandon/dispose of any flammable  
liquid storage tank, Term 3 months

Increased \$25 to **\$50**

Increased \$5 to **\$30**

k. License Inspections  
- 7. Other Licensed Facility  
- 8. Safety Inspection

Increased \$50 to **\$100**

Increased \$50 to **\$100**

Permit Revisions & Reinspection Fees

- 2<sup>nd</sup> Revision or Reinspection Fee  
Not to Exceed  
- Each subsequent Revision or Reinspection Fee  
Not to Exceed

Increased from 50% to **75% of original fee**

Increased \$500 to **\$3000**

Increased from 75% to **100% of original fee**

Increased \$1000 to **\$5000**

- **ENVIRONMENTAL FEES (Chapter 22, pg.10)**

D. Tree Removal: 1 tree

Increased \$5 to **\$20**; reflects notification requirements (placards).

2 – 5 trees

Increased \$5 to **\$25**; same as above.

- **OCCUPANCY PERMITS (Chapter 2, pg. 14)**

- A. Single Family and Townhouse Dwellings (new construction)  
Per Dwelling Fee Increased \$50 to **\$150**; to maintain consistency with Mont. Co. /Rockville.
- B. Multi-Family Dwellings  
Per Dwelling Fee Increased \$50 to **\$150**; same as above.

- **PLANNING & ZONING FEES (pgs. 15& 16)**

**All “B.” Fee Changes Are to Create A More Equitable Fee, Based on the Extent of the Amendment/Project:**

- B. Fee for new SDP Plans and Amendments (MXD Zones)
  - Changes in Use Involved Increased \$2000 to **\$10,000**
  - Increase Height of Building/Signage  $\geq$  10 feet Increased \$250 to **\$1000**
  - Referral to Planning Commission Increased \$100 to **\$500**
  - Referral to Planning Commission for Public Hearing Recommendation and Council determination Increased \$1000 to **\$4000**

- D. Site Development Applications –

**All “D.” Fee Changes are to Maintain Consistency with Mont. Co. /Rockville:**

- 1. Residential
  - a. Per dwelling unit Increased \$40 to **\$50 per unit**  
Minimum fee Increased \$150 to **\$750**
  - b. Addition that is more than 50% of floor area New Item Added **\$300**
- 2. Non-Residential
  - a. Minimum Fee Increased \$100 to **\$750**
- 5. Amendment to Final Site Plan Approval
  - a. Minor Amendments – Single Lot Residential Increased \$20 to **\$100**

- **RENTAL HOUSING LICENSES (pg. 21)**

- B. Multi-Family Dwellings, Fee Per Unit Increased \$10 to **\$110 (2 Year License)**.

FEE TYPE	City of Rockville (Current)	Montgomery County (Current)	City of Gaithersburg (Current)	City of Gaithersburg (Proposed)
<b>AMUSEMENT MACHINES</b>				
Fee at application and annual renewal	\$50.00	N/A	\$125.00	\$150.00
<b>ANIMAL LICENSES</b>				
<b>Three-Year License</b>				
Dogs & Cats Unspayed or unneutered	\$36.00	\$75.00	\$75.00	\$105.00
<b>Dog Exercise Area</b>				
Non-City resident annual membership	N/A	No Charge	\$50.00	\$60.00
<b>BUILDING PERMITS (Chapter 5)</b>				
New residential construction application fee	25% of estimated building permit fee, minimum of \$85.00, maximum of \$150.00 (new construction only)	\$410.00	\$100.00	\$150.00
<b>DEVELOPMENT PERMITS</b>				
<b>Plan Review Fee Stormwater Mgt/Forest Conservation</b>				
Up to 5,000 Sq. Ft. Disturbance	Up to 2 acres \$500, greater than 2 but less than 5 acres \$750, 5 acres or more \$1,000.	Land disturbance less than 10,000 sq. ft. \$693.00, over 10,000 sq. ft. \$1,391.50	\$150.00	\$300.00
5,000 Sq. Ft. to 1 Acre			\$200.00	\$500.00
More than 1 Acre			\$200.00	\$1,000.00
<b>Permit Application Fee</b>	Single family residential lots \$250, all others \$750 plus \$250 per acre	\$231 Minimum Fee	\$150.00	\$200.00

FEE TYPE	City of Rockville (Current)	Montgomery County (Current)	City of Gaithersburg (Current)	City of Gaithersburg (Proposed)
<b>DEVELOPMENT PERMITS (CON'T)</b>				
<b>Sign Permits</b>	Minimum fee for all signs \$85.00. \$1.65 per sq. ft. non-illuminated, \$2.20 per sq. ft. illuminated, \$55 freestanding.	Flat fee - \$71.00 Signs located in DPS zone, \$280.50. Signs located in MNCPPC zone \$451.00. Additional \$99.00 for illuminated signs.		
25 to 49 Sq. Ft.			\$60.00	\$75.00
50 to 74 Sq. Ft.			\$75.00	\$100.00
<b>Site Construction on Private Property</b>				
Permit Application Fee	.005 times estimated cost, \$100 minimum	\$115.00	\$80.00	\$100.00
<b>FIRE ALARM SYSTEM</b>				
Devices only	\$17 ea.	\$22 ea.	\$10 ea.	\$12.00 ea.
<i>Minimum Fee</i>	\$115 per story	\$270 per story	\$75.00	\$100.00
<b>FIRE SPRINKLER SYSTEM</b>				
Sprinkler system & combined standpipe	\$4.00 per head	\$5.30 per head	\$3 per head	\$4 per head
NFPA 13D sprinkler system (1 & 2 Family)	\$100 per system	\$5.30 per head + \$.15 sq. ft.	\$3 per head	\$4 per head
New standpipe (not combined with system)	\$200 per riser	\$245 per riser	\$150 per system	\$200 per system
New Fire Hose Valve to existing system	\$50 per FHV	\$68 per FHV		
<i>Minimum Fee</i>	\$115.00	\$155.00	\$75.00	\$100.00
<b>FIRE PUMPS</b>				
Fire pump (except for NFPA 13D systems)	\$250.00	\$306.00	\$200.00	\$250.00

FEE TYPE	City of Rockville (Current)	Montgomery County (Current)	City of Gaithersburg (Current)	City of Gaithersburg (Proposed)
<b>SPECIAL HAZARD SYSTEMS</b>				
Wet or dry chemical fire suppression system	\$200 per system	\$485 per system	\$150 per system	\$200 per system
<b>LICENSE INSPECTION</b>				
All other	\$80.00	\$50 + \$140 per hr	\$50.00	\$100.00
<b>REVISIONS (after submission by applicant)</b>				
Second revision	75% of original fee	75% of original fee	50% of original fee, not to exceed \$2500	75% of original fee, not to exceed \$3,000
Third revision	100% of original fee	100% of original fee	75% of original fee, not to exceed \$4000	100% of original fee, not to exceed \$5,000
<b>FIRE CODE RE-INSPECTION/INSPECTOR CALLBACK</b>				
Second re-inspection	\$100.00	\$35 per 1/4 hour including travel time	50% of original fee, not to exceed \$2500	75% of original fee, not to exceed \$3,000
Third and subsequent re-inspections	\$100.00	\$35 per 1/4 hour including travel time	75% of original fee, not to exceed \$4000	100% of original fee, not to exceed \$5,000
<b>MISCELLANEOUS</b>				
Fire Main Flush Test	\$0.00	\$50 per test	\$50 per test	\$100.00 per test
Underground Fire Main Hydrotest	\$0.00	\$60 per test	\$50 per test	\$100 per test
General Fire Protection Permit			\$25.00	\$50.00
<b>ENVIRONMENTAL FEES</b>				
<b>Tree Removal Permit</b>				
1 Tree	\$5 per tree, \$25 maximum	N/A	\$15.00	\$20.00
2 -5 Trees	N/A	N/A	\$20.00	\$25.00
Each Tree Over 5	N/A	N/A	\$5.00	\$5.00

FEE TYPE	City of Rockville (Current)	Montgomery County (Current)	City of Gaithersburg (Current)	City of Gaithersburg (Proposed)
<b>OCCUPANCY PERMITS</b>				
Single Family & Townhouse Dwellings	\$65.00	Based on square footage: Up to 5,000 sq. ft \$215. 5001 to 10,000 sq. ft. \$355. 10,001 to 20,000 sq. ft. \$425. Over 20,000 sq. ft. \$425 plus \$0.00118 per sq. ft. of area exceeding 20,000 sq. ft.	\$100.00	\$150.00
Multi-Family Dwellings, Per Unit	\$100.00 per 5,000 sq. ft. or fraction thereof.	Same As Above	\$100.00	\$150.00
<b>PLANNING &amp; ZONING</b>				
<b>Schematic Dev. Plans &amp; Amends:</b>				
Change in Use Involved	N/A	N/A	\$8,000.00	\$10,000.00
No Change in Use	N/A	N/A	\$1,000.00	\$1,000.00
<b>Changes Other Than to Use:</b>				
- Submission fee	N/A	N/A	\$750.00	\$1,000.00
- If Referred to Planning Commission	N/A	N/A	Add'l \$400	Add'l \$500
- If Referred to Planning Commission & Public Hearing	N/A	N/A	Add'l \$3,000	Add'l \$4,000
<b>Site Development Applications</b>				
Residential	\$550 plus \$50 per lot (1-9 units), \$1,100 plus \$50 per lot (10-49 units), \$2,200 plus \$50 per lot (over 50 units)	\$2,500 plus \$365 per dwelling unit up to 100 Units. \$100 per dwelling unit for all units over 100	\$600 plus \$10 per Dwelling Unit	\$750 plus \$50 per Dwelling Unit
Residential Addition, > 50% of Floor Area	N/A	N/A	N/A	\$300.00
Non-Residential	\$1,100 plus \$150 per lot		\$650 plus \$10 per each 1,000 sq. ft of gross floor area	\$750 plus \$10 per each 1,000 sq. ft of gross floor area

RESOLUTION NO. 2

A RESOLUTION CODIFYING AND UPDATING A  
SCHEDULE OF FEES, CHARGES, FINES AND  
EXPENSES AS PROVIDED FOR IN THE ORDINANCES  
OF THE CITY OF GAITHERSBURG

BE IT RESOLVED, by the Mayor and Council of the City of Gaithersburg, that all previous resolutions as to fees, charges, fines and expenses are hereby repealed and the following codification and schedule of fees, charges, fines and expenses hereinafter set forth shall become effective upon adoption of this resolution:

I.	<u>ABANDONMENT PROCEEDINGS (Chapter 19)</u>		
	Fee:		500.00
II.	<u>AMUSEMENT MACHINES (Chapter 3)</u>		
	Fee at application and annual renewal	<del>125.00</del>	<b>150.00</b>
III.	<u>ANIMALS AND FOWL (Chapter 4)</u>		
	A. <u>Pet Shop Licenses/Commercial Kennels</u>		
	Fee at application and annual renewal		250.00
	B. <u>Animal Licenses</u>		
	Dogs & Cats - Unspayed or unneutered		35.00
	Dogs & Cats- Spayed or neutered		5.00
	Juvenile Dog & Cat License (Under 1 year of Age)		N/C
	Late Fee for Renewal of Licenses (more than 30 days)		20.00
	Three-year License (Available only at City sponsored Rabies Clinics)		
	Dogs & Cats - Unspayed or unneutered	<del>75.00</del>	<b>105.00</b>
	Dogs & Cats- Spayed or neutered		15.00
	Fees for All Senior Citizens (55 and older) and Public Assistance Recipients		
	Altered Cat or Dog		2.00
	Unaltered Cat or Dog		35.00
	C. <u>Dog Exercise Area (Chapter 15)</u>		
	Non-City resident annual membership fee	<del>50.00</del>	<b>60.00</b>

IV. DEVELOPMENT PERMITS

A. Plan Review Fees - Fees are non-refundable

Buildings 750 square feet and under of work area only (new buildings or additions, alterations, remodeling, renovations, interior tenant fit-ups, etc.) (no occupancy)	80.00
Buildings 751 square feet to 2,000 square feet of work area only (new buildings or additions, alterations, remodeling, renovations, interior tenant fit-ups, etc.)	100.00
Buildings 2,000 square feet and over of work area only (new buildings or additions, alterations, remodeling, renovations, interior tenant fit-ups, etc.)	250.00
Buildings/spaces with an estimated cost of \$500,000 or more	1,000.00
Each Residential Model Home Plan	100.00

B. Building Permits (Chapter 5)

1. New Construction and Additions

a. New residential construction		
Application filing fee	<del>100.00</del>	<b>150.00</b>
Residential, single-family, attached or detached, including basement, each floor and roof area		
Fee: Twenty-two cents (22¢) per square foot		
b. Additions, renovations and/or alterations with construction costs of \$20,000 or more – Minimum Fee <del>200.00</del>		<b>205.00</b>
Residential Decks up to 500 sq. ft.	<del>80.00</del>	<b>85.00</b>
Decks over 500 sq. ft.	<del>135.00</del>	<b>140.00</b>
c. Commercial, industrial, multi-family and all other construction including basement, each floor and roof area		
Fee: Twenty-two cents (22¢) per square foot or 1% (.01) of the total cost of construction, whichever is higher		

IV. DEVELOPMENT PERMITS (continued)

2. Structural Alteration & Remodeling (No Enlargements)

- a. Residential, single-family attached or detached  
Fee: Twelve cents (12¢) per square foot; \$80.00 minimum
- b. Commercial, industrial, multi-family and other  
Fee: Twenty cents (20¢) per square foot or 1-1/2% (.015) of the total cost of construction, whichever is higher. (Fee is based upon square foot floor area of entire room or rooms involved with alteration or remodeling. When both additions and alterations or repairs are to be made upon the same building, the fee for the addition shall be figured as new construction and the fee for the alterations and repairs shall be as set forth.)

3. Building Demolitions and Interior Demolitions

a. Existing Buildings

Fee: 1,000.00

b. Interior Walls & Partitions

Fee: 80.00

Over 5,000 sq. ft.: \$.03 per sq. ft.

In addition, a performance bond for 100 percent of the estimated cost shall be required.

4. Building Moving

Fee: 1,000.00

In addition, a performance bond for 100 percent of the estimated cost shall be required. Where moved across a street or highway, a permit shall be obtained from the appropriate jurisdiction where required.

\*Note Resolution R-33-08 exempts fees for moving structures more than 50 years old. Does not exempt performance bonds.

IV. DEVELOPMENT PERMITS (continued)

5. Erosion/Sediment Control/Stormwater Management (Chapter 8) and Forest Conservation (Chapter 22)

Fees: Grading/Sediment Control/Forest Conservation

A. Plan Review Fee			
Up to 5,000 sq. ft. of Disturbance	<del>150.00</del>	<b>300.00</b>	
5,000 sq. ft. to 1 acre	<del>200.00</del>	<b>500.00</b>	
Each Additional Acre	<del>200.00</del>	<b>1,000.00</b>	
B. Permit Application Fee	<del>150.00</del>	<b>200.00</b>	
C. Permit Fees			
.05 per sq. ft. of Disturbance (Minimum \$200.00)			
D. Permit Extension Fee			200.00
E. Technical Revision to Sediment Control Plan (No increase in Disturbed Area) Minimum \$150.00 or 25% of Original Permit Fee			

Fees: Stormwater Management

A. Concept Review Fee			
Up to 2 Acres			500.00
2 to 5 Acres			750.00
Over 5 Acres			1,500.00
B. Permit Application Fee			150.00
C. Permit Fees			
10% of Approved Bond Estimate (Minimum \$200.00) both Public/Private Facilities			
D. Permit Extension Fee			200.00
E. Permit Revision Fee			
\$200.00 + 5% of Estimated Cost of Work			

In addition, a Performance Bond for 100% of the Sediment Control/Forest Conservation and Stormwater Management permits.

\*If grading/sediment control, public works/storm drain, and on-site are applied for on the same application, maximum plan review fee is \$150.00.

IV. DEVELOPMENT PERMITS (continued)

F. Formula for Stormwater Management Waiver Fees for New Development and Re-development\*

$$C = A \times i \times F$$

C = the waiver fee contribution

A = area (disturbed area for re-development, site area for new development)

i = percent of A that is impervious

F = the maximum fee per acre = \$43,560

\* Credit for previously paid re-development Stormwater Management Fee will be applied to the contribution.

6. Fences on Private Property

Fee:	<del>30.00</del>	<b>35.00</b>
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7. Mechanical Fixtures

Fee: Commercial

a. Modifications to Existing Mechanical/HVAC Systems

first 1,000 sq. ft.	80.00
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each additional 1,000 sq. ft. (or fraction thereof)	30.00
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b. New Mechanical/HVAC Systems

first 1,000 sq. ft.	100.00
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each additional 1,000 sq. ft. (or fraction thereof)	50.00
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c. Mechanical/HVAC Equipment (New or Replacement)

Cost of Job times .02¢ (\$80.00 minimum fee)

Fee: Residential

a. Mechanical (new dwelling units)	85.00
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b. Mechanical Replacements

first appliance	25.00
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each additional appliance	15.00
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8. Oil, Gasoline or Other Fuel Storage Tanks and Pumps (Chapter 5)

a. Tanks up to 1,000 gallons	50.00
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b. Each additional 1,000 gallons or fraction thereof	15.00
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c. Pump installation per pump	25.00
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d. Minimum Fee	50.00
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IV. DEVELOPMENT PERMITS (continued)

9. Plan Revisions

The fee for revising building plans for residential, single- or multi-family dwelling, commercial, industrial or any remodeling projects shall be five cents (5¢) per square foot. The minimum fee shall be \$80.00.

10. Miscellaneous

- |   |        |
|---|--------|
| a. Residential prefab construction less than 100 sq. ft. in area  |        |
| Fee:  | 25.00  |
| b. <u>Authorized</u> public requests for overtime field inspections which include travel to and from the construction site            |        |
| Fee per hour  | 100.00 |
| c. <u>Authorized</u> public requests to commence a commercial interior fit-up construction prior to fire marshal and permit approvals |        |
| Fee: Minimum  | 200.00 |
| Plus .10¢ per sq.ft. over 2,000 sq.ft.  |        |
| d. <u>Authorized</u> public request for a foundation only permit  |        |
| Fee:  | 200.00 |
| Plus .10¢ per sq.ft. over 2,000 sq.ft.  |        |
| Plus .05¢ per sq.ft. if concrete slab is included   |        |
| e. In all other cases, the minimum building permit shall be, unless otherwise stated  | 80.00  |
| f. Request to amend permit  | 75.00  |
| g. Reactivate expired new home permit   | 100.00 |
| h. Occupancy verification request (up to 2 tenants/suites/spaces)   | 200.00 |
| Each additional tenant above 2  | 100.00 |

IV. DEVELOPMENT PERMITS (continued)

- i. Fee for Building Code Compliance Letters for properties within the City limits including review of code and zoning violations and compliance 250.00\*  
\*Per Address and/or Tenant

11. Sign Permits (Chapters 5 and 24)

Each sign shall require a permit and fee for erection, painting and placing or mounting as follows:

- a. Under 25 square feet 50.00
- b. 25 to 49 square feet ~~60.00~~ **75.00**
- c. 50 to 74 square feet ~~75.00~~ **100.00**
- d. 75 to 99 square feet 150.00
- e. 100 square feet and over (add \$2.00 per square foot over 100 square feet) 250.00

12. Swimming Pools (Chapter 5)

All Private Residential Pools 180.00

Commercial Pools Fee is 1% of the total cost of construction; \$300.00 minimum

13. Site Construction on Private Property (Chapters 5 and 24)

(Parking lot paving, curb and gutters, storm drain system, fences, landscaping, retaining walls and other required site amenities)

- a. Permit Application Fee ~~80.00~~ **100.00**
- b. Permit Fee: 5 percent of approved cost estimate

In addition, a performance bond for 100 percent of the estimated cost shall be required.

14. Reinspections

The fee for reinspections because of Code violations shall be as follows:

- a. Working Without a Permit - Residential 200.00  
Working Without a Permit – Commercial 500.00
- b. Reinspection Fee 200.00

15. Floodplain Permits (Chapter 10)

Development in a floodplain zone 1,000.00

\*If grading/sediment control, public works/storm drain, and on-site are applied for on the same application, maximum plan review fee is \$150.00.

IV. DEVELOPMENT PERMITS (continued)

16. Fire Safety Code Fees

a. Fire Alarm and Detection Systems (including main control panel)		
Per story to be controlled		250.00
b. Fire Alarm and Detection Systems (devices only or household control panel)		
<del>\$10.00</del> <b>\$12.00</b> per device; <del>\$75.00</del> <b>\$100.00</b> minimum		
c. CO2 or Clean Agent Systems (including controls, alarms, detection)		
0.50 per lb. of agent; \$100.00 minimum		
d. Fire Sprinkler Systems		
<del>\$3.00</del> <b>\$4.00</b> PER SPRINKLER; <del>\$75.00</del> <b>\$100.00</b> minimum		
e. Miscellaneous Systems Fee		
Standpipe Systems <del>\$150.00</del> <b>\$250.00</b> per standpipe system		
Dry or Wet Chemical Extinguishing Systems (including hood & duct) <del>\$150.00</del> <b>\$200.00</b> per system		
Smoke Control System \$200.00 per system		
f. Fire Pump Test		
Fee per pump	<del>200.00</del>	<b>250.00</b>
g. Fire Main Flush Test or Hydro Test		
Fee per test witnessed	<del>50.00</del>	<b>100.00</b>
h. Emergency Generator Test		
Fee per generator		100.00
i. Life Safety Review		
Fee: 10 % of building permit fee		
j. General Fire Protection Permit Fees	<del>25.00</del>	<b>50.00</b>
(1) To install, remove, repair or alter a stationary tank for the storage of flammable or combustible liquids, dispensing devices, or associated piping.		
Term - 6 months		

IV. DEVELOPMENT PERMITS (continued)

j. General Fire Protection Permit Fees (continued)	<del>25.00</del>	<b>30.00</b>
(2) To remove, abandon, place temporarily out of service or otherwise dispose of any flammable or combustible liquid tank. Term - 3 months		
(3) To use any building, shed, or enclosure as a place of business for the purpose of repairing any motor vehicle. Term - Indefinite		
(4) To conduct floor resurfacing and refinishing operations involving the use of application of flammable liquids or materials. Term - 30 days		
(5) For spraying or dipping operations utilizing more than one gallon flammable or combustible liquids on any working day. Term - Indefinite		
(6) For the operation of a bulk storage plant and for storage dispensing liquefied petroleum gases. Term - Indefinite		
(7) To store or handle combustible fibers in excess of 100 cubic feet. Term - Indefinite		
(8) To conduct or maintain any tire recapping or rebuilding plant. Term - Indefinite		
(9) To store in excess of 100,000 board feet of lumber. Term – Indefinite		
(10) To use explosives for up to one month, \$25; \$5 for each additional month. Term - Not to exceed 12 months		
(11 ) Fire Protection System Operations Permit		50.00
Late Fee Renewal (more than 30 Days)		25.00
2 <sup>nd</sup> Notice Late Renewal (more than 60 Days)		37.50
k. License Inspections		
(1) Family or Group Day Care and Group Homes with 5 or fewer clients		50.00
(2) Nursery or Day Care Centers		100.00
(3) Board and Care, 16 or Fewer Residents		100.00
(4) Board and Care, Over 16 Residents		200.00
(5) Health Care		300.00
(6) Private Educational Facilities		150.00
(7) Other Licensed Facility	<del>50.00</del>	<b>100.00</b>
(8) Safety Inspection	<del>50.00</del>	<b>100.00</b>

IV. DEVELOPMENT PERMITS (continued)

1. Permit Revisions and Re-inspection Fees

Original fee for fire protection permits includes first (1<sup>st</sup>) review and one (1) revision as well as first (1<sup>st</sup>) inspection and one (1) re-inspection. Subsequent plan revisions and/or re-inspections will be charged as follows:

- |   |   |
|---|---|
| (1) Second (2 <sup>nd</sup> ) revision or second (2 <sup>nd</sup> ) re-inspection | <del>50%</del> <b>75%</b> of original fee<br>Not to exceed <del>\$2,500</del> <b>\$3,000</b>  |
| (2) Each subsequent revision or re-inspection                                     | <del>75%</del> <b>100%</b> of original fee<br>Not to exceed <del>\$4,000</del> <b>\$5,000</b> |

IV. ENVIRONMENTAL FEES (Chapter 22 and *Environmental Standards For Development Regulation*)

A. Natural Resources Inventory/Forest Stand Delineation (NRI/FSD) Application

- |  |        |
|--|--------|
| 1. Single Family Residential lot                                     | 125.00 |
| 2. Application file fee for other than Single Family Residential lot | 200.00 |

Fee: Plus \$5.00/acre for every acre over 10 acres

B. Forest Conservation Plan Review

Fee: Plus \$10.00/acre for every acre over 10 acres 150.00

C. Environmental Waiver Application per Waiver

- |                    |          |
|--------------------|----------|
| 1. Residential lot | 100.00   |
| 2. Other           | 1,000.00 |

D. Tree Removal (Chapter 21)

- |                      |                        |                  |              |
|----------------------|------------------------|------------------|--------------|
| Permit fee to remove | 1 tree                 | <del>15.00</del> | <b>20.00</b> |
|                      | 2 - 5 trees            | <del>20.00</del> | <b>25.00</b> |
|                      | Each tree over 5 trees |                  | 5.00         |

E. Fee in Lieu of Forest Conservation

Fee: per sq. ft. of area of required planting 2.00

VI. ELECTRICAL CODE (Chapter 7)

A. Electrician's License and Renewals

- |  |        |
|--|--------|
| 1. New Master Electrician's and Master Limited License. Good for two years | 200.00 |
| 2. Master Electrician's and Master Limited License renewal every two years | 175.00 |

VI. ELECTRICAL CODE (Chapter 7) (continued)

A. Electrician's License and Renewals (continued)

3. Duplicate license or identification card	10.00
4. Late renewal fee	50.00
5. Master Electrician and Master Limited change in affiliation	10.00
6. Shelving Master Electrician and Master Limited License	25.00

B. Electrical Permits - Non-Residential

1. New buildings, additions, complex interior fit-ups, etc.,10% of the building permit fee based on the job.	
2. Simple tenant fit-ups, alterations, additions	
Up to 20 Devices and/or low voltage (minimum fit-up fee)	110.00
Over 20 Devices and 5,000 sq. ft. or less	175.00
Over 5,000 square feet	275.00*
* (or 10% of building permit fee, whichever is higher)	

3. Miscellaneous Electrical Fees

A. Motors/Generators/Air Conditioning Units/Heating/  
Cooking Equipment and Transformers

Transformers (1 K.W. or 1 K.V.A. = 1 HP)

Over 10 HP to 20 HP (each)	15.00
Over 20 HP to 30 HP (each)	20.00
Over 30 HP to 50 HP (each)	25.00
Over 50 HP to 75 HP (each)	30.00
Over 75 HP (each)	35.00

B. Service-Meter Equipment and Feeders

Not over 100 Amp.	35.00
100 Amp. to 400 Amp.	40.00
400 Amp. to 1,000 Amp.	45.00
Over 1,000 Amp.	65.00
Pole construction/temporary service only	40.00

VI.	<u>ELECTRICAL CODE (Chapter 7)</u>	(continued)		
	B.	<u>Electrical Permits - Non-Residential</u>	(continued)	
		3.	Miscellaneous Electrical Fees (continued)	
			C. Electric Signs	
			Each sign	60.00
			D. Security System	
			First 20 devices	30.00
			For each additional 5 devices	5.00
			E. Low Voltage Systems	
			First 20 fixtures	10.00
			Each additional 10 fixtures (or fraction thereof)	5.00
		4.	Special Service and/or Conditions not provided in Non-residential Fee Schedule	
			Minimum Charge or .05% of the total cost of electrical work (whichever is greater)	50.00
	C.		<u>Electrical Permits - Residential</u>	
		1.	<u>New Construction</u>	
			Single-family dwelling not over 200 Amp.	220.00
			Single-family dwelling over 200 Amp.	250.00
		2.	<u>Remodeling/Additions</u>	
			Subpanels not over 100 Amp.	20.00
			Subpanels over 100 Amp.	30.00
			Heavy up service	30.00
			Replacement of one (1) central heating unit, HVAC unit, motor, appliance or appliance outlet	26.00
			Each additional replacement of central heating unit, HVAC unit, motor, appliance or appliance outlet	8.00
			New and replacement of receptacles, switches and lights not exceeding 20	25.00
			Exceeding 20 (Total)	35.00
			First appliance replacement	35.00
			Minimum Charge or .05% of the total cost of Electrical work (whichever is greater)	50.00
		3.	<u>Hot Tub or Hydromassage Tubs</u>	
			Each unit	35.00

VI.	<u>ELECTRICAL CODE (Chapter 7) (continued)</u>	
	C. <u>Electrical Permits – Residential</u> (continued)	
	4. <u>Hardwire Smoke Detector Installation</u>	
	Fee for each detector	3.00
	5. <u>Homeowner Installations</u>	
	Installations by a homeowner of not more than 12 outlets provided that the homeowner certifies that the work is being performed personally by such homeowner and homeowner must demonstrate that they can perform electrical work safely. Fee:	50.00
	\$5.00 per each additional outlet	
	6. <u>Special Service and/or Conditions not Provided for in this Residential Fee Schedule</u>	
	Minimum Charge	35.00
	D. <u>Reinspections</u>	
	The fees for reinspections because of failure to comply with various ordinance and code violations shall be as follows:	
	Working without a permit - Residential	100.00
	Working without a permit - Commercial	200.00
VII.	<u>MOTOR VEHICLES AND TRAFFIC (Chapter 14)</u>	
	A. Fines for Handicapped Parking Violations	250.00
	B. Fines for Fire Lane/Yellow Curb Parking Violations	100.00
	C. Fines for All Other Parking Violations	50.00
VIII.	<u>MUNICIPAL INFRACTIONS</u>	
	Fines for violations to certain Chapters of the City Code:	
	Chapter 4 - Animals and Fowl - Sec. 4-4 (Public Nuisance)	100.00
	Chapter 4 - Animals and Fowl - Sec. 4-6 (Sanitation)	100.00
	Chapter 4 - Animals and Fowl - Sec 4-8(a)(c) (Licensing)	100.00
	Chapter 4 - Animals and Fowl - All Other Sections	250.00
	Chapter 5 - Buildings	500.00
	Chapter 5 – Buildings, Repeat Violations	1000.00
	Chapter 5- Section R310 and all Subsections thereof (Emergency Egress)	500.00
	Chapter 7 - Electricity	200.00
	Chapter 8 - Erosion, Sediment Control & Storm Water Management	200.00
	Chapter 9 - Excavation of Underground Utility Facilities	200.00
	Chapter 11 - Fire Safety – Initial Violation	500.00
	Chapter 11 - Fire Safety - Repeat Violation(s)	1,000.00
	Chapter 12 - Health and Sanitation	200.00

VIII. MUNICIPAL INFRACTIONS (continued)

Fines for violations to certain Chapters of the City Code:

Chapter 13 - Landlord-Tenant Relations	200.00
Chapter 15A-Parks and Other Properties – Sec. 17 (Dog Exercise Areas)	100.00
Chapter 16 - Peddlers, Hawkers and Solicitors	200.00
Chapter 17AA - Property Maintenance	100.00
Chapter 17AA-Overcrowding Sections (404.4.1, 404.4.2, 404.4.4, 404.4.5)	
Initial Violation	200.00
Chapter 17AA-Overcrowding Sections (404.4.1, 404.4.2, 404.4.4, 404.4.5)	
Repeat Violation (s)	1,000.00
Chapter 18 – Refuse and Garbage – Sec-18-4 (a) (Dumping)	500.00
Chapter 18 - Refuse and Garbage- All Other Sections	200.00
Chapter 18AA - Rental Housing Licensing	100.00
Chapter 18A - Smoking	100.00
Chapter 19 - Streets and Sidewalks	100.00
Chapter 19 –Sections 19-2 (Depositing Foreign Material into ROW)	200.00
Chapter 21 - Trees and Vegetation	100.00
Chapter 22 - Fee in Lieu of Forest Conservation per sq. ft. in violation or \$200 per violation	2.50
Chapter 24 – Zoning	200.00
Chapter 24 - Zoning (Section 24-184) Initial Violation	200.00
Chapter 24 – Zoning (Section 24-184) Repeat Violation(s)	1,000.00

IX. OCCUPANCY PERMITS (Chapter 24)

A.	<u>Single-Family and Townhouse Dwellings</u> (new construction only; one-time fee)		
	Per dwelling	<del>100.00</del>	<b>150.00</b>
B.	<u>Multi-Family Dwellings</u> (new construction or condominium conversion)		
	Per dwelling unit	<del>100.00</del>	<b>150.00</b>
C.	<u>Commercial or Industrial Buildings or Uses</u> (new construction, changes in use and/or tenant and owner)		
	Per each 5,000 square feet of gross floor area, or fraction thereof		120.00
	Per each lot or parcel devoted to commercial or industrial uses without buildings		50.00
D.	<u>Other Private Non-Residential Uses</u>		
	Fee: Includes Temporary Occupancies (e.g., Tents and Trailers)		
	1. Total sq. ft. up to 2,000 sq. ft.		100.00
	2. Total sq. ft. over 2,000 sq. ft.		200.00

IX. OCCUPANCY PERMITS (Chapter 24) (continued)

E. Re-inspections

The fees for re-inspections because of Code violations shall be as follows:

- |                                  |        |
|----------------------------------|--------|
| 1. Occupying without a permit    | 500.00 |
| 2. First re-inspection           | No Fee |
| 3. Each subsequent re-inspection | 50.00  |

X. PEDDLERS, HAWKERS AND SOLICITORS (Chapter 16)

Fee Per Year (not to be prorated on a monthly basis)

- permits expire December 31st of each year 250.00

XI. PLANNING AND ZONING FEES

A. Zoning Map Amendment Applications (Chapter 24)

- |                      |          |
|----------------------|----------|
| 1. Less than 2 acres | 1,000.00 |
| 2. More than 2 acres | 2,000.00 |

B. Fee for new Schematic Development Plans and Amendments submitted on MXD Zoned parcels shall be as follows: (Note: CD Zoned SDP's and their Amendments follow regular site development fees, see Section XI.D.)

Change in use involved	<del>\$8,000</del> <b>\$10,000</b>
No change in use involved	\$1,000
Changes other than to use which: 1. Increase the height of the building or signage by ten (10) feet or more, or 2. Materially changes the orientation or siting of buildings, parking accessory uses, or 3. Increases non residential building floor area by more than ten (10) percent or 5,000 square feet whichever is greater, or 4. Increases by more than ten (10) percent or five (5) units the number of residential dwelling units whichever is greater, or 5. Removes more than five (5) percent of area designated for conservation or other environmental preservation purpose.	<del>\$750</del> <b>\$1,000</b> submission fee  additional <del>\$400</del> <b>\$500</b> if referred to Planning Commission for Approval, or  Additional <del>\$3,000</del> <b>\$4,000</b> if referred to Planning Commission for public hearing, recommendation and Council determination

Fee for amendment to Sketch Plan for MXD zoned parcels - per plan \$1,000

Per Acre Fee for High-Rise Optional Approval (Parcels Zoned C-2) \$400

XI. PLANNING AND ZONING FEES (continued)

C.	<u>Master Plan Amendments (Chapter 24)</u>		
	Fee:		\$1,000
D.	<u>Site Development Applications (Chapter 24)</u> (continued)		
	1. <u>Residential</u>		
	a. Minimum fee plus <del>\$10.00</del> <b>\$50.00</b> per dwelling unit	<del>\$600</del>	<b>\$750</b>
	<b>b. Addition that is more than 50% of floor area</b>		<b>\$300</b>
	2. <u>Non-Residential</u>		
	Minimum fee plus \$10.00 per each 1,000 square feet of gross floor area in structure	<del>\$650</del>	<b>\$750</b>
	3. <u>Residential/Non-Residential - Final Site Plans for MXD Zoned Parcels</u>		
	Minimum fee plus \$10 per dwelling unit and/or \$25 per 1,000 square feet gross floor area		\$7,000
	4. <u>Parking/Traffic Study Review</u>		
	Parking Study/Waiver Review		500.00
	Minor Traffic Study & Supplement		250.00
	Major Traffic Study & Supplement		1,500.00
	5. <u>Amendment to Final Site Plan Approval</u>		
	a. Minor Amendments (Staff) or Planning Commission Consent Item:		
	Single Lot Residential	<del>\$80.00</del>	<b>100.00</b>
	Multi-lot Residential		160.00
	Multi-family Residential		200.00
	Non-Residential		100.00
	b. Amendments (Planning Commission)		
	Residential		
	Under 2,500 square feet of additional building area;		300.00
	2,500 square feet or more of additional building area subject to regular site development fees, (See <u>Section XI.D.</u> )		
	Non-Residential		
	Under 2,500 square feet of additional building area;		500.00
	2,500 square feet or more of additional building area subject to regular site development fees, (See <u>Section XI.D.</u> )		
	Extension to Final Site Plan Approval		100.00

	Re-approval of Final Site plan	300.00
XI.	<u>PLANNING AND ZONING FEES</u> (continued)	
	6. <u>Review of Alterations, Additions to Non-Conforming Structures</u>	
	Residential	100.00
	Non-Residential	300.00
E.	<u>Board of Appeals Applications (Chapter 24)</u>	
	1. Uses	
	a. Amusement Centers	1,000.00
	b. Assembly of Electronic Devices/Appliances	500.00
	c. Auto Parts/Body Repair Shops	500.00
	d. Boarding & Rooming Houses	500.00
	e. Care Homes	500.00
	f. Cemeteries	500.00
	g. Child Day Care Facilities for More than Eight	500.00
	h. Child/Elderly Day Care Facilities in Dwelling Units other than Single Family Detached or Duplexes for Not More than Eight (8) Individuals	200.00
	i. Commercial Recreation Restaurants	650.00
	j. Community Theatre	650.00
	k. Conversion of Existing Structures	450.00
	l. Drive-In Theatres	650.00

XI. PLANNING AND ZONING FEES (continued)

E. Board of Appeals Applications (Chapter 24) (continued)

1. Uses

m. Golf Course	650.00
n. Group Residential Facilities	500.00
o. Medical Practitioner's Office	500.00
p. Multi-Family Dwellings	500.00
q. Off-Street Parking Lots/Garages	500.00
r. Outdoor Recreation	650.00
s. Private Institutions	500.00
t. Public Utilities	650.00
u. Swimming Pools	500.00
v. Telecommunication Facilities Requiring a New Structure Fee:	7,500.00
w. Telecommunication Facilities which are Camouflaged Fee:	5,500.00
x. Telecommunications Facilities Located Entirely within an Existing Structure or Located on the Rooftop of an Existing Structure Fee:	4,000.00
y. Bed and Breakfast Establishments	200.00
z. All Others	500.00

2. Variances

a. Single Family/ Townhouses	200.00
b. Multi-Family Residential	500.00
c. Non-Residential Including R-B and C-B	600.00

d. Floodplain Management 2,500.00

XI. PLANNING AND ZONING FEES (continued)

3. Administrative Reviews (Charging Administrative Error)

- a. Planning Commission Decision 1,000.00\*
- b. Staff Order, Requirement, Decision or Determination appealed by an individual for a property in which the applicant resides 200.00\*
- c. Staff Order, Requirement, Decision or Determination appealed by an individual for a property in which the applicant does not reside 500.00\*
- d. Staff Order, Requirement, Decision or Determination appealed by a Commercial/Business Entity 1,000.00\*

*\*Plus cost of transcript*

Note: In cases of administrative appeals pursuant to Section 24-187 resulting in favor of an appellant, the City shall refund the fee and the cost of transcript.

4. Home-Based Businesses (Chapter 24)

Minor impact 20.00

F. Subdivision Approval (Chapter 20)

- a. Preliminary Review of Subdivision Plans (subject to regular site development fees See Section X.D.) (does not include record plat fee)
- b. Final Subdivision (Record Plat ) Approval
  - (1) Residential (Plus 25.00 per lot or parcel) 400.00
  - (2) Non-residential (Plus 25.00 per lot or parcel) 400.00

G. Annexation Petition No Fee

H. Zoning Verification Letters

Fee for Zoning Verification Letters for properties within the City limits including review of code and zoning violations and compliance 250.00\*

*\*Per Address and/or Tenant*

I. Refundable Sign (3' x 4') Deposits/Sign

Per sign 400.00

XII. PUBLIC WORKS PERMITS (Chapter 19)

- |    |   |   |
|----|---|---|
| A. | Permit Application Fee  | 100.00                                  |
| B. | Permit Fee for construction of roads, sidewalks, driveway entrances, curb and gutter, drainage structures, etc., ten (10%) percent of estimated cost of construction. In addition, a performance bond for 100 percent of the estimated cost shall be required.<br><br>A cash bond in the amount of \$2,500.00 shall be required for each streetlight located in the public right-of-way, based on the approved site development plan.<br><br>A Route of Travel bond shall be required for protection and maintenance of existing City Streets impacted by development work. The amount of the bond shall be determined by the Director of Public Works. |   |
| C. | Road Code Waiver Fee - individual streets   | 500.00                                  |
| D. | Road Code Waiver Fee for properties over 50 acres (MXD/SDP/Sketch Plan)   | 2,000.00                                |
| E. | Fee for telecommunication, cable, data transport, or utility lines installed underground in the public right-of-way.  |   |
|    | 1. Under unimproved areas or sidewalk   | Minimum \$130<br>\$1.65 per linear foot |
|    | 2. Under paved road surfaces  | Minimum \$130<br>\$3.20 per linear foot |
|    | 3. Alternative fees may be adopted by Resolution of the Mayor and City Council for City wide projects, providing access to service for the entire City.   |   |

\*If grading/sediment control, public works/storm drain, and on-site are applied for on the same application, maximum plan review fee is \$150.00

XIII. <u>RENTAL HOUSING LICENSES</u> (Chapter 18AA)			
A.	<u>Single-Family Dwelling, Including Townhouses</u>		
	Fee upon application for license and renewal thereof (biennial)		150.00
B.	<u>Rooming Houses</u>		
	Minimum fee upon application for license and renewal thereof		70.00
	Additional per unit fee for each additional unit above five rented units in a rooming house		6.50
C.	<u>Multi-Family Dwellings</u>		
	Per unit fee upon application for license and renewal thereof	<del>100.00</del>	<b>110.00</b>

XIII. RENTAL HOUSING LICENSES (Chapter 18AA) (continued)

D.	<u>Hotels and Motels</u>		
	Per unit fee upon application for license and renewal thereof		50.00
E.	<u>A Tenant-Requested Walk-Thru Inspection</u>		15.00
F.	<u>Reinspections</u>		
	The fees for reinspections because of Code violations, defects and failure to provide access to the units for a scheduled inspection visit shall be as follows:		
	1. Failure to provide access to the unit for a scheduled inspection		50.00
	2. First reinspection of Code violations and defects		No Fee
	3. Each subsequent reinspection of Code violations and defects		50.00
G.	<u>Government Owned Facilities Used As Residential Rentals Are Required to License</u>		
	Each facility is subject to required inspections but exempted from fee.		

XIV. RECYCLING FOR COLLECTION AND DISPOSAL OF RECYCLABLE MATERIALS FROM SINGLE FAMILY DWELLINGS AND TOWNHOUSES

Fee per year, per dwelling unit	\$59.57	<b>\$68.23</b>
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Fee is authorized to be placed on the County's consolidated property tax bill of all properties receiving City curbside recycling services

Fee to be placed on the consolidated County property tax bill of new dwelling units as they are added to the tax roll according to the following schedule:

Payment of 3/4 year fee: Dwelling units added to the tax roll from July 1 to September 30 will be charged the fee at 75% of the annual City fee;

XIV. RECYCLING FOR COLLECTION AND DISPOSAL OF RECYCLABLE MATERIALS FROM SINGLE FAMILY DWELLINGS AND TOWNHOUSES

(continued)

Payment of 1/2 year fee: Dwelling units added to the tax roll from October 1 to December 31 will be charged the fee at 50% of the annual City fee.

Payment of 1/4 year fee: Dwelling units added to the tax roll from January 1 to March 30 will be charged the fee of 25% of the annual City fee.

Montgomery County is authorized to bill and collect said fees and remit same to the City of Gaithersburg in the same manner as City property taxes are remitted to the City.

XV. SPECIAL EVENT PERMIT (Chapter 15)

Permit Application Fee

Base Fee Per Event	\$250.00
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Base Fee for Events with Fireworks Display	\$500.00
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XVI. TRANSCRIPTS OF PROCEEDINGS NOT NORMALLY TRANSCRIBED AND FEE FOR COPYING REQUESTS

Transcript Fee: \$7.00/page or \$50.00, whichever is greater

Copying Fee: No charge for first 10 (single-sided) pages

Each additional page	.20
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XVII. GIS/DIGITAL DATA/ MAPS

City Data Set	Format	CD
Zoning	ArcInfo, Shapefile	\$25
City Boundary	ArcInfo, Shapefile	\$25
Record Plats (State Archives)	TIFF	\$25
All Acrobat Maps	PDF	\$25
All Other Data/Documents		\$25

Fee for Prints/Copies of Existing Paper Maps and other Documents

Size	Fee Per Sheet		
	<i>B/W</i>	<i>Color –Paper</i>	<i>Color – Photo</i>
Letter (8½ X 11)	\$0.20	\$1.00	\$2.00
Ledger (11 X 17)	\$0.50	\$2.00	\$4.00
Arch C (18 X 24)	\$3.00	\$5.00	\$6.00
Sm. Zoning (21 X 24)	N/A	\$6.00	\$7.00
Arch D (24 X 36)	\$6.00	\$10.00	\$12.00
36 X 36	\$9.00	\$15.00	\$18.00
Arch E (36 X 48)	\$12.00	\$20.00	\$24.00
Per Square Foot	\$1.00	\$1.67	\$2.00

XVIII. DISHONORED CHECK FEE

Fee: 35.00

XIX. POLICE SERVICES

Copy of Police In-car Camera Recording 100.00  
 Fingerprinting (per card) \$3 Resident/\$7 Non-resident  
 Accident Reports \$7 per copy

XX. COPY OF VHS TAPE OR DVD OF MAYOR & CITY COUNCIL  
or PLANNING COMMISSION MEETING

Fee: 25.00

XXI. Zoning Ordinance \$20.00

ADOPTED by the City Council this 2nd day of June, 2008.

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SIDNEY A. KATZ, MAYOR and  
President of the Council

THIS IS TO CERTIFY that the foregoing  
Resolution was adopted by the City Council,  
in public meeting assembled, on the 2nd  
day of June, 2008.

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Angel L. Jones, City Manager

FEE TYPE	City of Rockville (Current)	Montgomery County (Current)	City of Gaithersburg (Current)	City of Gaithersburg (Proposed)
<b>Site Development Applications (Con't)</b>				
Amendment to Final Site Plan Approval - Minor Amendment Consent Item - Single Lot Residential	Major amendment: \$8,250 plus \$110 per lot. Minor amendment: \$2,200.	N/A	\$80.00	\$100.00
<b>RENTAL HOUSING LICENSES</b>				
Multi-Family Dwellings, Per Unit	\$50 per year	\$38 per year	\$50 per year	\$55 per year