

# Fee Schedule



# City of Gaithersburg Fee Schedule – Adopted FY15

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# City of Gaithersburg Fee Schedule

Planning and Code - Licensing

## PLANNING AND CODE - LICENSING

### Animal Control

Commercial Kennel License	Application Fee	\$250 Annually	
Pet Shop License	Application Fee	\$250 Annually	
Dog Park Membership	Application Fee	\$60 Annually	
Litter License	Application Fee	Animal Not Whelped	Animal Whelped
		\$25	\$100
Pet License	Application Fee	Spayed/Neutered	\$10
		Spayed/Neutered – Public Assistance or Senior Citizen	\$5
		Not Spayed/Neutered	\$35
		Animal under 1 Year of Age	\$0
		Service Animal	\$0

### Business - Miscellaneous

Amusement Machine License	Application Fee	\$150 per Machine	
Home Based Business License	Application Fee	No Impact	Minor Impact
		\$0	\$20
Mobile Food Vendor License	Application Fee	\$250 Annually	
Solicitor License	Application Fee	\$250 Annually	

### Electrical

Electrician License - Limited	Application Fee	\$175 Annually	
Electrician License - Master	Application Fee	\$175 Annually	

### Fire Protection

Fire System License	Application Fee	< 31 Days Expired	\$50 per System
		31 – 60 Days Expired	\$75 per System
		61 or More Days Expired	\$88 per System

Late Fees may be waived or reduced by the Director of Planning and Code Administration based on the totality of the circumstances causing the late application of the license.



# City of Gaithersburg Fee Schedule

Planning and Code - Licensing

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## Rental Housing

Hotel or Motel License	Application Fee	\$50 per Unit
	Re-Inspection Fee (two failed or missed inspections)	\$50 per Unit

Multi-Family Rental Housing License	Application Fee	\$110 per Unit
	Re-Inspection Fee (two failed or missed inspections)	\$50 per Unit

Rooming House License	Application Fee	5 or fewer units: \$70 More than 5 units: \$70 plus \$7 per unit for each unit over 5
	Re-Inspection Fee (two failed or missed inspections)	\$50 per Unit

Single Family Rental License	Application Fee	\$150
	Re-Inspection Fee (two failed or missed inspections)	\$50 per Unit

## Public Swimming Pool

Electrical Safety License	Application Fee	No Charge
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# City of Gaithersburg Fee Schedule

Planning and Code - Permits

## PLANNING AND CODE - PERMITS

### Animal Control Traps

Trap Loan	Application Fee	\$75 (Refundable)
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### Residential Construction - Model Home Plan Review

Residential – 2 over 2 Condo	Application Fee	\$250
	Plan Revision Fee	\$100
	Automation Fee	10% of all application and permit fees

Residential – Duplex	Application Fee	\$250
	Plan Revision Fee	\$100
	Automation Fee	10% of all application and permit fees

Residential – Single Family Detached	Application Fee	\$250
	Plan Revision Fee	\$100
	Automation Fee	10% of all application and permit fees

Residential – Townhouse	Application Fee	\$250
	Plan Revision Fee	\$100
	Automation Fee	10% of all application and permit fees

### Residential Construction - New

Detached	Application Fee	\$200
	Home Builders Guaranty Fund	\$50
	Permit Fee – Building	Square Footage 0-5500: \$1100 Square Footage 5500+: \$1300
	Electrical Fee – Under 200 Amps	\$250
	Electrical Fee – Over 200 Amps	\$300
	Mechanical Fee	\$150
	Use and Occupancy Fee	\$150
	Fence Permit Fee	\$35
	Deck Permit Fee	Square footage up to 550 sq. ft.: \$85 Square footage 551 or more: \$140
	Plan Revision Fee	\$200
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$250
	Permit Extension Fee (pre-expiration)	\$75
	Permit Extension Fee (post-expiration)	\$125
	Re-inspection Fee	\$200
	Automation Fee	10% of all application and permit fees



# City of Gaithersburg Fee Schedule

Planning and Code - Permits

## Residential Construction – New (continued)

Duplex	Application Fee	\$200
	Home Builders Guaranty Fund	\$50
	Permit Fee – Building	\$600
	Electrical Fee – Under 200 Amps	\$250
	Electrical Fee – Over 200 Amps	\$300
	Mechanical Fee	\$150
	Use and Occupancy Fee	\$150
	Fence Permit Fee	\$35
	Deck Permit Fee	Square footage up to 550 sq. ft.: \$85 Square footage 551 or more: \$140
	Plan Revision Fee	\$200
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$250
	Permit Extension Fee (pre-expiration)	\$75
	Permit Extension Fee (post-expiration)	\$125
	Re-inspection Fee	\$200
	Automation Fee	10% of all application and permit fees

Townhouse	Application Fee	\$200
	Home Builders Guaranty Fund	\$50
	Permit Fee – Building	\$800
	Electrical Fee – Under 200 Amps	\$250
	Electrical Fee – Over 200 Amps	\$300
	Mechanical Fee	\$150
	Use and Occupancy Fee	\$150
	Fence Permit Fee	\$35
	Deck Permit Fee	Square footage up to 550 sq. ft.: \$85 Square footage 551 or more: \$140
	Plan Revision Fee	\$200
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$250
	Permit Extension Fee (pre-expiration)	\$75
	Permit Extension Fee (post-expiration)	\$125
	Re-inspection Fee	\$200
	Automation Fee	10% of all application and permit fees



# City of Gaithersburg Fee Schedule

Planning and Code - Permits

## Residential Construction – New (continued)

Two over Two Condo	Application Fee	\$200
	Home Builders Guaranty Fund	\$50
	Permit Fee – Building	\$800
	Electrical Fee – Under 200 Amps	\$250
	Electrical Fee – Over 200 Amps	\$300
	Mechanical Fee	\$150
	Use and Occupancy Fee	\$150
	Fence Permit Fee	\$35
	Deck Permit Fee	Square footage up to 550 sq. ft.: \$85 Square footage 551 or more: \$140
	Plan Revision Fee	\$200
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$250
	Permit Extension Fee (pre-expiration)	\$75
	Permit Extension Fee (post-expiration)	\$125
	Re-inspection Fee	\$200
	Automation Fee	10% of all application and permit fees



# City of Gaithersburg Fee Schedule

Planning and Code - Permits

## Residential Construction - Improvements

Addition	Application Fee	\$50
	Permit Fee – Building	0.12 per square foot - \$30 minimum or \$350 minimum if project cost exceeds \$20,000
	Homeowner Approved Electric Permit Fee	\$80
	Homeowner Approved Mechanical Permit Fee	1 appliance: \$50 Each additional appliance: \$25
	Plan Revision Fee	\$50
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$250
	Permit Extension Fee (pre-expiration)	\$75
	Permit Extension Fee (post-expiration)	\$125
	Re-inspection Fee	\$200
	Automation Fee	10% of all application and permit fees

Basement Egress	Application Fee	\$50
	Permit Fee – Building	0.12 per square foot - \$30 minimum or \$350 minimum if project cost exceeds \$20,000
	Homeowner Approved Electric Permit Fee	\$80
	Plan Revision Fee	\$50
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$250
	Permit Extension Fee (pre-expiration)	\$75
	Permit Extension Fee (post-expiration)	\$125
	Re-inspection Fee	\$200
	Automation Fee	10% of all application and permit fees



# City of Gaithersburg Fee Schedule

Planning and Code - Permits

## Residential Construction – Improvements (continued)

Exterior Alteration	Application Fee	\$50
	Permit Fee – Building	0.12 per square foot - \$30 minimum or \$350 minimum if project cost exceeds \$20,000
	Homeowner Approved Electric Permit Fee	\$80
	Plan Revision Fee	\$50
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$250
	Permit Extension Fee (pre-expiration)	\$75
	Permit Extension Fee (post-expiration)	\$125
	Re-inspection Fee	\$200
	Automation Fee	10% of all application and permit fees

Fire Damage Rehabilitation	Application Fee	\$50
	Permit Fee – Building	0.12 per square foot - \$30 minimum or \$350 minimum if project cost exceeds \$20,000
	Homeowner Approved Electric Permit Fee	\$80
	Homeowner Approved Mechanical Permit Fee	1 appliance: \$50 Each additional appliance: \$25
	Plan Revision Fee	\$50
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$250
	Permit Extension Fee (pre-expiration)	\$75
	Permit Extension Fee (post-expiration)	\$125
	Re-inspection Fee	\$200
Automation Fee	10% of all application and permit fees	



# City of Gaithersburg Fee Schedule

Planning and Code - Permits

## Residential Construction – Improvements (continued)

Interior Alteration	Application Fee	\$50
	Permit Fee – Building	0.12 per square foot - \$30 minimum or \$350 minimum if project cost exceeds \$20,000
	Homeowner Approved Electric Permit Fee	\$80
	Homeowner Approved Mechanical Permit Fee	1 appliance: \$50 Each additional appliance: \$25
	Plan Revision Fee	\$50
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$250
	Permit Extension Fee (pre-expiration)	\$75
	Permit Extension Fee (post-expiration)	\$125
	Re-inspection Fee	\$200
	Automation Fee	10% of all application and permit fees

Roof Sheathing Replacement	Application Fee	\$50 0.12 per square foot - \$30 minimum or \$350 minimum if project cost exceeds \$20,000
	Homeowner Approved Electric Permit Fee	\$80
	Plan Revision Fee	\$50
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$250
	Permit Extension Fee (pre-expiration)	\$75
	Permit Extension Fee (post-expiration)	\$125
	Re-inspection Fee	\$200
	Automation Fee	10% of all application and permit fees



# City of Gaithersburg Fee Schedule

Planning and Code - Permits

## Commercial Construction - New

Commercial	Application Fee	Project cost equal or greater than \$500,000: \$1,000  Project cost less than \$500,000: Square footage 0-750: \$80 Square footage 751-1,999: \$100 Square footage 2000+: \$250)
	Permit Fee – Building	0.22 per square foot or 1% project cost (whichever is greater) - \$80 minimum
	Permit Fee – Electrical	10% of Permit Fee - Building - \$100 minimum
	Permit Fee – Mechanical	10% of Permit Fee - Building - \$100 minimum
	Permit Fee – Life Safety	10% of Permit Fee - Building - \$100 minimum
	Plan Revision Fee	Building - .22 per square foot of revised area or 1% of the change in project cost (whichever is greater) – \$80 minimum. Electrical – 10% of Building Plan Revision Fee, \$100 minimum. Mechanical – 10% of Building Plan Revision Fee, \$100 minimum.
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500
	Permit Extension Fee (pre-expiration)	\$75
	Permit Extension Fee (post-expiration)	\$125
	Re-inspection Fee	\$200
	Automation Fee	10% of all application and permit fees



# City of Gaithersburg Fee Schedule

Planning and Code - Permits

## Commercial Construction – New (continued)

Apartments	Application Fee	Project cost equal or greater than \$500,000: \$1,000  Project cost less than \$500,000: Square footage 0-750: \$80 Square footage 751-1,999: \$100 Square footage 2000+: \$250)
	Permit Fee – Building	0.22 per square foot or 1% project cost (whichever is greater) - \$80 minimum
	Permit Fee – Electrical	10% of Permit Fee - Building - \$100 minimum
	Permit Fee – Mechanical	10% of Permit Fee - Building - \$100 minimum
	Permit Fee – Life Safety	10% of Permit Fee - Building - \$100 minimum
	Permit Fee – Occupancy	\$150 per dwelling unit
	Plan Revision Fee	Building - .22 per square foot of revised area or 1% revised project cost (whichever is greater) – \$80 minimum. Electrical – 10% of Building Plan Revision Fee, \$100 minimum. Mechanical – 10% of Building Plan Revision Fee, \$100 minimum.
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500
	Permit Extension Fee (pre-expiration)	\$75
	Permit Extension Fee (post-expiration)	\$125
	Re-inspection Fee	\$200
	Automation Fee	10% of all application and permit fees



# City of Gaithersburg Fee Schedule

Planning and Code - Permits

## Commercial Construction – New (continued)

Condos	Application Fee	Project cost equal or greater than \$500,000: \$1,000  Project cost less than \$500,000: Square footage 0-750: \$80 Square footage 751-1,999: \$100 Square footage 2000+: \$250
	Home Builders Guaranty Fund	\$50
	Permit Fee – Building	0.22 per square foot or 1% project cost (whichever is greater) - \$80 minimum
	Permit Fee – Electrical	10% of Permit Fee - Building - \$100 minimum
	Permit Fee – Mechanical	10% of Permit Fee - Building - \$100 minimum
	Permit Fee – Life Safety	10% of Permit Fee - Building - \$100 minimum
	Permit Fee – Occupancy	\$150 per dwelling unit
	Plan Revision Fee	Building - .22 per square foot of revised area or 1% revised project cost (whichever is greater) – \$80 minimum. Electrical – 10% of Building Plan Revision Fee, \$100 minimum. Mechanical – 10% of Building Plan Revision Fee, \$100 minimum.
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500
	Permit Extension Fee (pre-expiration)	\$75
	Permit Extension Fee (post-expiration)	\$125
	Re-inspection Fee	\$200
	Automation Fee	10% of all application and permit fees



# City of Gaithersburg Fee Schedule

Planning and Code - Permits

## Commercial Construction - Improvement

Addition / Alteration	Application Fee	Project cost equal or greater than \$500,000: \$1,000  Project cost less than \$500,000: Square footage 0-750: \$80 Square footage 751-1,999: \$100 Square footage 2000+: \$250)
	Permit Fee – Building	0.24 per square foot or 1.5% project cost (whichever is greater) - \$20 minimum
	Permit Fee – Electrical	10% of Permit Fee - Building - \$100 minimum
	Permit Fee – Mechanical	10% of Permit Fee - Building - \$100 minimum
	Permit Fee – Life Safety	10% of Permit Fee - Building - \$100 minimum
	Plan Revision Fee	Building - .24 per square foot of revised area or 1% revised project cost (whichever is greater) – \$80 minimum. Electrical – 10% of Building Plan Revision Fee, \$100 minimum. Mechanical – 10% of Building Plan Revision Fee, \$100 minimum.
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500
	Permit Extension Fee (pre-expiration)	\$75
	Permit Extension Fee (post-expiration)	\$125
	Re-inspection Fee	\$200
	Automation Fee	10% of all application and permit fees



# City of Gaithersburg Fee Schedule

Planning and Code - Permits

## Commercial Construction – Improvement (continued)

Interior Fit Up	Application Fee	Project cost equal or greater than \$500,000: \$1,000  Project cost less than \$500,000: Square footage 0-750: \$80 Square footage 751-1,999: \$100 Square footage 2000+: \$250)
	Permit Fee – Building	0.24 per square foot or 1.5% project cost (whichever is greater) - \$20 minimum
	Permit Fee – Electrical	10% of Permit Fee - Building - \$100 minimum
	Permit Fee – Mechanical	10% of Permit Fee - Building - \$100 minimum
	Permit Fee – Life Safety	10% of Permit Fee - Building - \$100 minimum
	Permit Fee - Early Start	\$0.10 per square foot - \$200 minimum
	Plan Revision Fee	Building - .24 per square foot of revised area or 1% revised project cost (whichever is greater) – \$80 minimum. Electrical – 10% of Building Plan Revision Fee, \$100 minimum. Mechanical – 10% of Building Plan Revision Fee, \$100 minimum.
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fe	\$500
	Permit Extension Fee (pre-expiration)	\$75
	Permit Extension Fee (post-expiration)	\$125
	Re-inspection Fee	\$200
Automation Fee	10% of all application and permit fees	



# City of Gaithersburg Fee Schedule

Planning and Code - Permits

## Commercial Construction - Miscellaneous

Foundation	Application Fee	\$200
	Permit Fee – Building	Square footage 2000+: \$0.10 cents per square foot
	Permit Fee – Slab	\$0.05 cents per square foot of slab area
	Plan Revision Fee	\$0.10 cents per square foot of revised area or 1% revised project cost (whichever is greater), \$80 minimum. Additional \$.05 cents of revised slab area.
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500
	Permit Extension Fee (pre-expiration)	\$75
	Permit Extension Fee (post-expiration)	\$125
	Re-inspection Fee	\$200
	Automation Fee	10% of all application and permit fees

Use and Occupancy	Application Fee	\$150 per 5,000 square feet
	Occupying Without a Permit Fee	\$200
	Automation Fee	10% of all application and permit fees

## Deck

New / Addition / Alteration	Application Fee	Square footage up to 550 sq. ft.: \$85 Square footage 551 or more: \$140
	Homeowner Approved Electric Permit Fee	\$80
	Permit Amendment Fee	\$50
	Plan Revision Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$250
	Permit Extension Fee (pre-expiration)	\$75
	Permit Extension Fee (post-expiration)	\$125
	Re-Inspection Fee	\$60
	Automation Fee	10% of all application and permit fees



# City of Gaithersburg Fee Schedule

Planning and Code - Permits

## Demolition/Relocation

Commercial - Entire Building	Application Fee	\$1,000
	Permit Amendment Fee	\$50
	Bond	\$10,000 or Approved Cost Estimate
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500
	Permit Extension Fee (pre-expiration)	\$75
	Permit Extension Fee (post-expiration)	\$125
	Re-inspection Fee	\$200
	Automation Fee	10% of all application and permit fees
Commercial - Partial Building	Application Fee	\$200
	Permit Fee	Over 4000 square feet, \$0.05 cents per square foot, minimum \$50
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500
	Permit Extension Fee (pre-expiration)	\$75
	Permit Extension Fee (post-expiration)	\$125
	Re-inspection Fee	\$200
	Automation Fee	10% of all application and permit fees
Commercial - Interior Building	Application Fee	\$80
	Permit Fee	Over 5000 square feet, \$0.03 cents per square foot, minimum \$20
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500
	Permit Extension Fee (pre-expiration)	\$75
	Permit Extension Fee (post-expiration)	\$125
	Re-inspection Fee	\$200
	Automation Fee	10% of all application and permit fees



# City of Gaithersburg Fee Schedule

Planning and Code - Permits

## Demolition/Relocation (continued)

Residential - Entire Building	Application Fee	\$1,000
	Bond	\$10,000
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500
	Permit Extension Fee (pre-expiration)	\$40
	Permit Extension Fee (post-expiration)	\$200
	Re-inspection Fee	\$200
	Automation Fee	10% of all application and permit fees

## Electrical

Temporary Service	Application Fee	\$120
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee (Residential)	\$250
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee (Commercial)	\$500
	Permit Extension Fee (pre-expiration)	\$20
	Permit Extension Fee (post-expiration)	\$80
	Re-inspection Fee	\$200
	Automation Fee	10% of all application and permit fees

Commercial Addition/Alteration with No Service Change	Application Fee	1-19 receptacles and switches: \$110 20 or more receptacles and switches: \$175 Or 1% of project cost whichever is higher
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500
	Permit Extension Fee (pre-expiration)	\$20
	Permit Extension Fee (post-expiration)	\$80
	Re-inspection Fee	\$200
	Automation Fee	10% of all application and permit fees



# City of Gaithersburg Fee Schedule

Planning and Code - Permits

## Electrical (continued)

Commercial Addition/Alteration with Service Change	Application Fee	1-19 receptacles and switches: \$110 20 or more receptacles and switches: \$175 Or 1% of project cost whichever is higher
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500
	Permit Extension Fee (pre-expiration)	\$20
	Permit Extension Fee (post-expiration)	\$80
	Re-inspection Fee	\$200
	Automation Fee	10% of all application and permit fees
Commercial Low Voltage	Application Fee	.5% cost of wiring (labor and materials), \$80 minimum
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$250
	Automation Fee	10% of all application and permit fees
Residential Addition or Alteration with No Service Change	Application Fee	1.5% of project cost - \$120 minimum
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$250
	Permit Extension Fee (pre-expiration)	\$20
	Permit Extension Fee (post-expiration)	\$80
	Re-inspection Fee	\$200
	Automation Fee	10% of all application and permit fees
Residential Addition or Alteration with Service Change	Application Fee	1.5% of project cost - \$120 minimum
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$250
	Permit Extension Fee (pre-expiration)	\$20
	Permit Extension Fee (post-expiration)	\$80
	Re-inspection Fee	\$200
	Automation Fee	10% of all application and permit fees



# City of Gaithersburg Fee Schedule

Planning and Code - Permits

## Electrical (continued)

Residential Addition or Alteration with No Service Change – Approved Homeowner Installation	Application Fee	\$80
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$250
	Permit Extension Fee (pre-expiration)	\$20
	Permit Extension Fee (post-expiration)	\$80
	Re-inspection Fee	\$200
	Automation Fee	10% of all application and permit fees

## Fence

New / Addition / Alteration	Application Fee	\$35
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$250
	Permit Extension Fee (pre-expiration)	\$10
	Permit Extension Fee (post-expiration)	\$30
	Re-inspection Fee	\$20
	Automation Fee	10% of all application and permit fees

## Fire Protection

Blasting/Explosives	Application Fee	\$100
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500
	Re-inspection Fee	\$200
	Automation Fee	10% of all application and permit fees

Clean Agent	Application Fee	\$50
	Permit Fee (Includes one Plan Revision)	\$1 per pound of agent, \$150 minimum
	Second Plan Revision	75% of Original Permit Fee Not to Exceed \$3,000
	Each Subsequent Plan Revision	100% of Original Permit Fee Not to Exceed \$5,000
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500
	Re-inspection Fee	\$200
	Automation Fee	10% of all application and permit fees



# City of Gaithersburg Fee Schedule

Planning and Code - Permits

## Fire Protection (continued)

Commercial Floor Re-Surfacing	Application Fee	\$50	
	Permit Amendment Fee	\$50	
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500	
	Re-inspection Fee	\$200	
	Automation Fee	10% of all application and permit fees	
Fire Alarm - Alteration	Application Fee	\$50	
	Permit Fee (Includes one Plan Revision)	\$15 per Device, maximum \$300 per floor altered	
	Second Plan Revision	75% of Original Permit Fee Not to Exceed \$3,000	
	Each Subsequent Plan Revision	100% of Original Permit Fee Not to Exceed \$5,000	
	Permit Amendment Fee	\$50	
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500	
	Re-inspection Fee	\$200	
	Automation Fee	10% of all application and permit fees	
Fire Alarm - New	Application Fee (Includes one Plan Revision)	\$50	
	Permit Fee	\$300 per Story	
	Second Plan Revision	75% of Original Permit Fee Not to Exceed \$3,000	
	Each Subsequent Plan Revision	100% of Original Permit Fee Not to Exceed \$5,000	
	Permit Amendment Fee	\$50	
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500	
	Re-inspection Fee	\$200	
	Automation Fee	10% of all application and permit fees	
Fire Marshal Inspection for Mandated Licenses	Application Fee	Group Home	\$50
		Daycare <13 Clients	\$50
		Daycare ≥13 Clients	\$100
		Private School	\$150
		Driving School	\$150
		Health Care	\$300
		Board & Care ≤16 Residents	\$100
		Board & Care > 16 Residents	\$200
		Safety Inspection	\$100



# City of Gaithersburg Fee Schedule

Planning and Code - Permits

## Fire Protection (continued)

Fireworks or Pyrotechnics	Application Fee	Pyrotechnics	Fireworks
		\$100	\$400
	Permit Amendment Fee	\$50	
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500	
	Re-inspection Fee	\$200	
	Automation Fee	10% of all application and permit fees	

Hood and Duct - Alteration	Application Fee	\$50
	Permit Fee (Includes one Plan Revision)	\$25 per nozzle, \$200 maximum
	Second Plan Revision	75% of Original Permit Fee Not to Exceed \$3,000
	Each Subsequent Plan Revision	100% of Original Permit Fee Not to Exceed \$5,000
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500
	Re-Inspection Fee	\$200
	Automation Fee	10% of all application and permit fees

Hood and Duct - New	Application Fee (Includes one Plan Revision)	\$50
	Permit Fee	\$200 per System
	Second Plan Revision	75% of Original Permit Fee Not to Exceed \$3,000
	Each Subsequent Plan Revision	100% of Original Permit Fee Not to Exceed \$5,000
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500
	Re-Inspection Fee	\$200
	Automation Fee	10% of all application and permit fees

Smoke Control System	Application Fee (Includes one Plan Revision)	\$200
	Second Plan Revision	75% of Original Permit Fee Not to Exceed \$3,000
	Each Subsequent Plan Revision	100% of Original Permit Fee Not to Exceed \$5,000
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500
	Re-Inspection Fee	\$200
	Automation Fee	10% of all application and permit fees



# City of Gaithersburg Fee Schedule

Planning and Code - Permits

## Fire Protection (continued)

Sprinkler – Add/Alteration	Application Fee	\$50
	Permit Fee (Includes one Plan Revision)	\$4 per Sprinkler Head, \$25 minimum
	Fire Pump Test	\$200 per Pump
	Fire Main Flush/Flow or Hydro Test	\$250 per Test Witnessed
	Second Plan Revision	75% of Original Permit Fee Not to Exceed \$3,000
	Each Subsequent Plan Revision	100% of Original Permit Fee Not to Exceed \$5,000
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500
	Re-Inspection Fee	\$200
	Automation Fee	10% of all application and permit fees

Sprinkler – New	Application Fee	\$50
	Permit Fee (Includes one Plan Revision)	\$4 per Sprinkler Head, \$25 minimum
	Fire Pump Test	\$200 per Pump
	Fire Main Flush/Flow or Hydro Test	\$250 per Test Witnessed
	Second Plan Revision	75% of Original Permit Fee Not to Exceed \$3,000
	Each Subsequent Plan Revision	100% of Original Permit Fee Not to Exceed \$5,000
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500
	Re-Inspection Fee	\$200
	Automation Fee	10% of all application and permit fees

Standpipe	Application Fee	\$50
	Permit Fee (Includes one Plan Revision)	\$200 per Riser
	Second Plan Revision	75% of Original Permit Fee Not to Exceed \$3,000
	Each Subsequent Plan Revision	100% of Original Permit Fee Not to Exceed \$5,000
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500
	Re-Inspection Fee	\$200
	Automation Fee	10% of all application and permit fees



# City of Gaithersburg Fee Schedule

Planning and Code - Permits

## Fuel Tank

Permanent - Install	Application Fee	\$100 per tank
	Permit Fee	1000 gallons or more: \$100 per tank
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee (Residential)	\$250
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee (Commercial)	\$500
	Permit Extension Fee (pre-expiration)	\$50
	Permit Extension Fee (post-expiration)	\$100
	Re-Inspection Fee	\$80
	Automation Fee	10% of all application and permit fees



# City of Gaithersburg Fee Schedule

Planning and Code - Permits

## Fuel Tank (continued)

Permanent - Remove	Application Fee	\$100 per tank
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee (Residential)	\$250
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee (Commercial)	\$500
	Permit Extension Fee (pre-expiration)	\$50
	Permit Extension Fee (post-expiration)	\$100
	Re-Inspection Fee	\$80
	Automation Fee	10% of all application and permit fees

Permanent - Remove and Replace	Application Fee	\$100 per tank
	Permit Fee	1000 gallons or more: \$100 per tank
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee (Residential)	\$250
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee (Commercial)	\$500
	Permit Extension Fee (pre-expiration)	\$50
	Permit Extension Fee (post-expiration)	\$100
	Re-Inspection Fee	\$80
	Automation Fee	10% of all application and permit fees



# City of Gaithersburg Fee Schedule

Planning and Code - Permits

## Fuel Tank (continued)

Temporary	Application Fee	\$100 per tank
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee (Residential)	\$250
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee (Commercial)	\$500
	Permit Extension Fee (pre-expiration)	\$50
	Permit Extension Fee (post-expiration)	\$100
	Re-Inspection Fee	\$80
	Automation Fee	10% of all application and permit fees

## Garage

New / Addition / Alteration	Application Fee	\$120
	Permit Fee	If construction cost exceeds \$15,000: \$350
	Homeowner Approved Electric Permit Fee	\$80
	Plan Revision Fee	\$50
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$250
	Permit Extension Fee (pre-expiration)	\$40
	Permit Extension Fee (post-expiration)	\$80
	Re-Inspection Fee	\$60
	Automation Fee	10% of all application and permit fees



# City of Gaithersburg Fee Schedule

Planning and Code - Permits

## Gazebo

New / Addition / Alteration	Application Fee	\$30
	Permit Fee	Pre-Fabricated: \$30 Not Pre-Fabricated: \$0.12 per square foot, \$80 minimum or \$350 minimum if the project cost exceeds \$20,000
	Homeowner Approved Electric Permit Fee	\$80
	Plan Revision Fee	\$50
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$250
	Permit Extension Fee (pre-expiration)	\$40
	Permit Extension Fee (post-expiration)	\$80
	Re-Inspection Fee	\$60
	Automation Fee	10% of all application and permit fees

## Mechanical

Residential	Application Fee	1 appliance: \$50 Each additional appliance: \$25
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$250
	Permit Extension Fee (pre-expiration)	\$40
	Permit Extension Fee (post-expiration)	\$80
	Re-Inspection Fee	\$60
	Automation Fee	10% of all application and permit fees

Commercial	Application Fee	\$100
	Permit Fee	.5% of project cost
	Permit Fee Electric	10% of Permit Fee, \$100 Minimum
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500
	Permit Extension Fee (pre-expiration)	\$50
	Permit Extension Fee (post-expiration)	\$100
	Re-Inspection Fee	\$80
	Automation Fee	10% of all application and permit fees



# City of Gaithersburg Fee Schedule

Planning and Code - Permits

## Shed

New / Addition / Alteration	Application Fee	\$30
	Permit Fee	Pre-Fabricated: \$30 Not Pre-Fabricated: \$0.12 per square foot, \$50 minimum or \$350 minimum if the project cost exceeds \$20,000
	Homeowner Approved Electric Permit Fee	\$80
	Permit Amendment Fee	\$50
	Plan Revision Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$250
	Permit Extension Fee (pre-expiration)	\$10
	Permit Extension Fee (post-expiration)	\$30
	Re-Inspection Fee	\$20
	Automation Fee	10% of all application and permit fees

## Sign

Permanent	Application Fee	Non-Electric	Electric
		\$1.50 per square foot, \$50 minimum	\$1.50 per square foot, \$50 minimum, plus \$80
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$250	
	Automation Fee	10% of all application and permit fees	

Temporary	Application Fee	\$1.50 per square foot, \$50 minimum
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$250
	Automation Fee	10% of all application and permit fees



# City of Gaithersburg Fee Schedule

Planning and Code - Permits

## Site Development

Combination	Application Fee	\$200
	Permit Fee	10% of approved Stormwater Management Project Cost 10% of approved Public Improvement Project Cost 5% of approved Private On-Site Project Cost Grading/Sediment Control/Forest Conservation - .05 cents per sq. ft. of disturbed area
	As Built Fee (SWM Only)	\$1,500 per Stormwater Management Structure
	Bond	110% of Approved Cost
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500
	Permit Extension Fee (pre-expiration)	\$40
	Permit Extension Fee (post-expiration)	\$150
	Re-Inspection Fee	\$80
	Automation Fee	10% of all application and permit fees

Private On-Site	Application Fee	\$200
	Permit Fee	5% of project cost
	Bond	110% of Approved Cost
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500
	Permit Extension Fee (pre-expiration)	\$40
	Permit Extension Fee (post-expiration)	\$150
	Re-Inspection Fee	\$80
	Automation Fee	10% of all application and permit fees

Public Improvement	Application Fee	\$200
	Permit Fee	10% of project cost
	Bond	110% of Approved Cost
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500
	Permit Extension Fee (pre-expiration)	\$40
	Permit Extension Fee (post-expiration)	\$150
	Re-Inspection Fee	\$80
	Automation Fee	10% of all application and permit fees



# City of Gaithersburg Fee Schedule

Planning and Code - Permits

## Site Development (continued)

Retaining Wall Less than 4 Feet in Height	Application Fee	\$200
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500
	Permit Extension Fee (pre-expiration)	\$40
	Permit Extension Fee (post-expiration)	\$150
	Re-Inspection Fee	\$80
	Automation Fee	10% of all application and permit fees
Sediment Control, Grading, and Forest Conservation	Application Fee	\$200
	Permit Fee	\$.05 cents per square foot of disturbed area, \$200 minimum
	Bond	110% of Approved Cost
	Afforestation Fee in Lieu	\$3 per square feet of Area of Trees Afforestation Waived
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500
	Permit Extension Fee (pre-expiration)	\$40
	Permit Extension Fee (post-expiration)	\$150
	Re-Inspection Fee	\$80
	Automation Fee	10% of all application and permit fees
Stormwater Management	Application Fee	\$200
	Permit Fee	10% of project cost
	As Built Fee	\$1,500 per Stormwater Management Structure
	Bond	110% of Approved Cost
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500
	Extension Fee (pre-expiration)	\$40
	Permit Extension Fee (post-expiration)	\$150
	Re-Inspection Fee	\$80
	Automation Fee	10% of all application and permit fees



# City of Gaithersburg Fee Schedule

Planning and Code - Permits

## Swimming Pool

Residential	Application Fee	\$180
	Plan Revision Fee	\$50
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$250
	Permit Extension Fee (pre-expiration)	\$40
	Permit Extension Fee (post-expiration)	\$80
	Re-inspection Fee	\$80
	Automation Fee	10% of all application and permit fees

Commercial - New	Application Fee	\$300
	Permit Fee	1% of project cost
	Plan Revision Fee	1% of revised construction cost, \$100 minimum
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500
	Permit Extension Fee (pre-expiration)	\$40
	Permit Extension Fee (post-expiration)	\$150
	Re-inspection Fee	\$80
Automation Fee	10% of all application and permit fees	

Commercial - Renovation	Application Fee	\$300
	Permit Fee	1% of project cost
	Plan Revision Fee	1% of revised construction cost, \$100 minimum
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$500
	Permit Extension Fee (pre-expiration)	\$40
	Permit Extension Fee (post-expiration)	\$150
	Re-inspection Fee	\$80
Automation Fee	10% of all application and permit fees	



# City of Gaithersburg Fee Schedule

Planning and Code - Permits

## Tent

New	Application Fee	1 – 2000 square feet, \$100 2000+ square feet, \$200 plus \$0.02 per square foot over 2000 square feet
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$200
	Automation Fee	10% of all application and permit fees

## Trailer

Construction	Application Fee	\$150 per trailer
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$200
	Permit Extension Fee (pre-expiration)	\$40
	Permit Extension Fee (post-expiration)	\$100
	Re-inspection Fee	\$80
	Automation Fee	10% of all application and permit fees

Sales	Application Fee	\$250
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$200
	Permit Extension Fee (pre-expiration)	\$40
	Permit Extension Fee (post-expiration)	\$100
	Re-inspection Fee	\$80
	Automation Fee	10% of all application and permit fees

Storage	Application Fee	\$150 per trailer
	Permit Amendment Fee	\$50
	Initial Inspection of a Site or Property Where Work is Proceeding Without a Permit Fee	\$200
	Permit Extension Fee (pre-expiration)	\$40
	Permit Extension Fee (post-expiration)	\$100
	Re-inspection Fee	\$80
	Automation Fee	10% of all application and permit fees



# City of Gaithersburg Fee Schedule

Planning and Code - Permits

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## Tree Removal

Tree Removal	Application Fee	\$5 per tree, \$20 minimum
	Permit Extension Fee (pre-expiration)	\$10
	Permit Extension Fee (post-expiration)	\$40
	Re-inspection Fee	\$40
	Automation Fee	10% of all application and permit fees

## Utility

Construction in Public Right of Way (Private Utility)	Application Fee	\$2 per linear foot under unpaved surfaces and \$4 per linear foot under paved surfaces, minimum total fee \$130
	Permit Amendment Fee	\$50
	Automation Fee	10% of all application and permit fees



# City of Gaithersburg Fee Schedule

Planning and Code - Plans

## PLANNING AND CODE - PLANS

### Abandonment

Abandonment – Public Right of Way	Application Fee	\$500
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### Amendment to Schematic Development Plan

CD Zone – Schematic Development or Concept Plan: Change in Use, No Change in Use, Change Other Than to Use	Application Fee	\$1,000 plus Requires Planning Commission Approval: \$500 Or Requires Mayor and City Council Approval: \$4,000
Height Waiver	Application Fee	\$1,000
Parking Waiver	Application Fee	\$1,000

MXD Zone – Schematic Development: Change in Use, No Change in Use, Change Other than to Use	Application Fee	\$1,000 plus Requires Planning Commission Approval: \$500 Or Requires Mayor and City Council Approval: \$4000
Height Waiver	Application Fee	\$1,000
Parking Waiver	Application Fee	\$1,000

MXD Zone – Schematic Development, No Change in Use	Application Fee	\$1,000
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### Amendment to Site Final Plans

Consent Item	Application Fee	\$150
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Planning Commission Approval	Application Fee	\$500 plus \$50 per residential unit \$0.01 per additional square foot of non-residential
Height Waiver	Application Fee	\$1,000
Parking Waiver	Application Fee	\$1,000

Staff Approval (Minor)	Application Fee	\$150
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# City of Gaithersburg Fee Schedule

Planning and Code - Plans

## Amendment to Sketch Plans

MXD Zone – Change in Use	Application Fee	\$1,000
MXD Zone – Change Other than to Use	Application Fee	\$1,000
MXD Zone – No Change in Use	Application Fee	\$1,000

## Board of Appeals - Administrative Review

Government Official	Application Fee	Individual Resides at Subject Location: \$250 Individual Does Not Reside at Subject Location: \$500 Commercial or Business Entity: \$1,000
	*Transcription Fee (if required)	\$7 per page, \$50 minimum
Historic District Commission	Application Fee	\$2,500
	*Transcription Fee (if required)	\$7 per page, \$50 minimum
Planning Commission	Application Fee	\$2,500
	*Transcription Fee (if required)	\$7 per page, \$50 minimum

*\*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*

## Board of Appeals - Special Exception

Alcoholic Beverage Manufacturing	Application Fee	\$10,000
Amusement Center	Application Fee	\$2,500
Assembling/Manufacturing	Application Fee	\$5,000
Bed and Breakfast	Application Fee	\$500
Child/Elderly Daycare – Less than 8 persons	Application Fee	\$500
Child/Elderly Daycare – 8 or More persons	Application Fee	\$1,000
Commercial Parks/Outdoor Amusement/Golf Courses	Application Fee	\$1,000
Commercial Recreation Restaurant	Application Fee	\$2,500
Group Residential Facilities	Application Fee	\$1,000
Hospital/Veterinary Hospital	Application Fee	\$10,000
Laboratories	Application Fee	\$1,000
Off Street or Off-Site Parking Lots and Garages	Application Fee	\$5,000
Pawn Shops	Application Fee	\$5,000
Private Educational Institutions	Application Fee	\$1,000
Public Utilities	Application Fee	\$10,000
Tattoo/Body Piercing Parlor	Application Fee	\$2,500
Telecommunications Facility Requiring New Pole or Tower	Application Fee	\$10,000
Telecommunications Facilities – All Other	Application Fee	\$5,000
All Other Uses	Application Fee	\$500



# City of Gaithersburg Fee Schedule

Planning and Code - Plans

## Board of Appeals - Special Exception Amendment

Alcoholic Beverage Manufacturing	Application Fee	\$10,000
Amusement Center	Application Fee	\$2,500
Assembling/Manufacturing	Application Fee	\$5,000
Bed and Breakfast	Application Fee	\$500
Child/Elderly Daycare – Less than 8 persons	Application Fee	\$500
Child/Elderly Daycare – 8 or More persons	Application Fee	\$1,000
Commercial Parks/Outdoor Amusement/Golf Courses	Application Fee	\$1,000
Commercial Recreation Restaurant	Application Fee	\$2,500
Group Residential Facilities	Application Fee	\$1,000
Hospital/Veterinary Hospital	Application Fee	\$10,000
Laboratories	Application Fee	\$1,000
Off Street or Off-Site Parking Lots and Garages	Application Fee	\$5,000
Pawn Shops	Application Fee	\$5,000
Private Educational Institutions	Application Fee	\$1,000
Public Utilities	Application Fee	\$10,000
Tattoo/Body Piercing Parlor	Application Fee	\$2,500
Telecommunications Facility Requiring New Pole or Tower	Application Fee	\$10,000
Telecommunications Facilities – All Other	Application Fee	\$5,000
All Other Uses	Application Fee	\$500

## Board of Appeals - Special Exception Radio and TV

Radio and TV Broadcast Stations	Application Fee	\$15,000
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## Board of Appeals - Variance

Variance	Application Fee	Single Family: \$250 Townhouse: \$250 Multi-Family: \$1,000 Non-Residential or Mixed Use: \$2,500
Variance - Floodplain	Application Fee	\$2,500



# City of Gaithersburg Fee Schedule

Planning and Code - Plans

## Environment

Forest Conservation Plan	Application Fee	\$150 plus \$10 per Acre for every Acre over 10
Forest Conservation Plan Amendment	Application Fee	Staff Approval: \$150 Planning Commission: \$500
Natural Resources Inventory/Forest Stand Delineation	Application Fee	A Single Family Lot: \$125 Other: \$200 plus \$5 per Acre for every Acre over 10
Waiver	Application Fee	Single Family Lot: \$100 per Waiver Multi-Family Lot: \$1,000 per Waiver Non-Residential Lot: \$1,000 per Waiver

## High Rise

High Rise	Application Fee	\$400 per Acre
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## Plat - Subdivision

Subdivision	Application Fee	\$500 plus \$50 per lot, parcel or outlot
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## Road Code Waiver

Road Code Waiver	Application Fee	\$500 per Road, or \$2000 if more than 50 Acres or in the MXD Zone
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## Schematic Development Plans

Schematic Development Plan	Application Fee	MXD Zone: \$10,000 or CD Zone: \$800 plus \$50 per Residential Dwelling Unit and \$0.01 per square feet of Gross Floor Area of Non-Residential
Height Waiver	Application Fee	\$1,000
Parking Waiver	Application Fee	\$1,000



# City of Gaithersburg Fee Schedule

Planning and Code - Plans

## Site Development Plans

Site Development Plans – Concept <i>All Zones Except MXD</i>	Application Fee	\$750 plus \$50 per Residential Dwelling Unit and \$0.01 per square feet Gross Floor Area of Non-Residential
Site Development Plans – Preliminary	Application Fee	\$750 plus \$50 per Residential Dwelling Unit and \$0.01 per square feet Gross Floor Area of Non-Residential
Height Waiver	Application Fee	\$1,000
Parking Waiver	Application Fee	\$1,000
Site Development Plans – Final	Application Fee	Non-MXD: \$750 plus \$50 per Residential Dwelling Unit and \$0.01 per square feet Gross Floor Area of Non-Residential or MXD: \$7,000 plus \$10 per Residential Dwelling Unit and \$0.025 per square feet Gross Floor Area of Non-Residential
	Extension to Final Site Plan	\$100
	Re-Approval of Final Site Plan	\$300
Height Waiver	Application Fee	\$1,000
Parking Waiver	Application Fee	\$1,000

## Sediment & Erosion Control

Concept	Application Fee	Up to 1 Acre: \$500 1-3 Acres: \$1,000 >3-5 Acres: \$1,500 Over 5 Acres: \$2,000 plus \$100 per Acre Over 5
Preliminary	Application Fee	Up to 1 Acre: \$250 1-3 Acres: \$500 >3-5 Acres: \$750 Over 5 Acres: \$1,000 plus \$100 per Acre Over 5
Final	Application Fee	Up to 1 Acre: \$250 1-3 Acres: \$500 >3-5 Acres: \$750 Over 5 Acres: \$1,000 plus \$100 per Acre Over 5
	Plan Revision Fee	\$500



# City of Gaithersburg Fee Schedule

Planning and Code - Plans

## Stormwater Management

Concept	Application Fee	Up to 1 Acre: \$500 1-3 Acres: \$1,000 >3-5 Acres: \$1,500 Over 5 Acres: \$2,000 plus \$100 per Acre Over 5
Preliminary	Application Fee	Up to 1 Acre: \$250 1-3 Acres: \$500 >3-5 Acres: \$750 Over 5 Acres: \$1,000 plus \$100 per Acre Over 5
Final	Application Fee	Up to 1 Acre: \$250 1-3 Acres: \$500 >3-5 Acres: \$750 Over 5 Acres: \$1,000 plus \$100 per Acre Over 5
	Plan Revision Fee	\$500
Waiver - Administrative	Application Fee	\$1,000

## Traffic Impact Study

Minor	Application Fee	\$250
Preliminary	Application Fee	Peak Hour Trips: <30: \$250 30-249: \$500 250-749: \$1,500 750-1,249: \$2,500 1,250-1,749: \$3,500 1,750+: \$5,000
	Each review past two	20% of the total costs
	Parking Study	\$500, each additional review \$100
	Neighborhood Impact Study	\$500, each additional review \$100
	Average Daily Traffic Study	\$500, each additional review \$100
	Traffic Calming Study	\$500, each additional review \$100
	Traffic Timing Study	\$500, each additional review \$100
	Turning Lane Study	\$500, each additional review \$100
	Other Miscellaneous Traffic Study	\$500, each additional review \$100



# City of Gaithersburg Fee Schedule

Planning and Code - Plans

## Traffic Impact Study (continued)

Final	Preliminary Application Fee (if combo)	Peak Hour Trips <30: \$250 30-249: \$500 250-749: \$1,500 750-1,249: \$2,500 1,250-1,749: \$3,500 1,750+: \$5,000
	Final Application Fee	20% of Preliminary Traffic Study Fee
	Each review past two	20% of the total costs
	Parking Study	\$500, each additional review \$100
	Neighborhood Impact Study	\$500, each additional review \$100
	Average Daily Traffic Study	\$500, each additional review \$100
	Traffic Calming Study	\$500, each additional review \$100
	Traffic Timing Study	\$500, each additional review \$100
	Turning Lane Study	\$500, each additional review \$100
	Other Miscellaneous Traffic Study	\$500, each additional review \$100

## Use

Use - Conditional	Application Fee	\$5,000
Use - Temporary	Application Fee	\$500

## Verification

Zoning / Code / U&O Verification Request	Application Fee	Zoning and Code Verification: \$250 per parcel Use and Occupancy Verification: \$100 per address
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## Zoning Map Amendment

Zoning Map Amendment - Standard	Application Fee	Less than 2 Acres: \$1,000 2 or More Acres: \$2,000
Zoning Map Amendment – Standard (Optional Method)	Application Fee	Less than 2 Acres: \$1,000 2 or More Acres: \$2,000
Zoning Map Amendment – MXD with Sketch Plan	Application Fee	Less than 2 Acres: \$2,000 2 or More Acres: \$4,000



# City of Gaithersburg Fee Schedule

Planning and Code - Municipal Infractions

## PLANNING AND CODE - MUNICIPAL INFRACTIONS

### Animals and Fowl – Chapter 4

Public Nuisance – Sec. 4-4	Fine	\$100
Sanitation – Sec. 4-6	Fine	\$100
Licensing – Sec. 4-8 (a,c)	Fine	\$100
All Other Sections	Fine	\$250

### Buildings – Chapter 5

Buildings	Fine	\$500
Buildings, Repeat Violations	Fine	\$1,000
Buildings – Sec. R310 and all sub-sections	Fine	\$500

### Electricity – Chapter 7

Electricity	Fine	\$200
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### Erosion, Sediment Control and Stormwater Manager – Chapter 8

Erosion, Sediment Control, Stormwater Management	Fine	\$200
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### Excavation of Underground Utility Facilities – Chapter 9

Excavation of Underground Utility Facilities	Fine	\$200
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### Fire Safety – Chapter 11

Fire Safety – Initial Violation	Fine	\$500
Fire Safety – Repeat Violation(s)	Fine	\$1,000

### Health and Sanitation – Chapter 12

Health and Sanitation	Fine	\$200
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### Landlord Tenant Relations – Chapter 13

Landlord Tenant Relations	Fine	\$200
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### Parks and Other Properties – Chapter 15A

Parks and Other Properties – Sec. 17 (Dog Exercise Area)	Fine	\$100
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### Peddlers, Hawkers and Solicitors – Chapter 16

Peddlers, Hawkers and Solicitors	Fine	\$200
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### Property Maintenance – Chapter 17AA

Property Maintenance	Fine	\$100
Overcrowding - Initial Violation	Fine	\$200
Overcrowding - Repeat Violation(s)	Fine	\$1,000



# City of Gaithersburg Fee Schedule

Planning and Code - Municipal Infractions

## Refuse and Garbage - Chapter 18

Refuse and Garbage – Sec. 18-4(a)	Fine	\$500
Refuse and Garbage – All Other Sections	Fine	\$200

## Rental Housing Licensing – Chapter 18AA

Rental Housing Licensing	Fine	\$100
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## Smoking – Chapter 18A

Smoking	Fine	\$100
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## Streets and Sidewalks – Chapter 19

Streets and Sidewalks	Fine	\$100
Streets and Sidewalks – Sec. 19-2	Fine	\$200

## Trees and Vegetation – Chapter 21

Trees and Vegetation	Fine	\$100
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## Fee in Lieu of Forest Conservation- Chapter 22

Fee in Lieu of Forest Conservation	Fine	\$200 per violation
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## Zoning – Chapter 24

Zoning	Fine	\$200
Zoning – Sec. 24-184	Fine	Initial Violation: \$200
		Repeat Violation(s): \$500



# City of Gaithersburg Fee Schedule

Planning and Code - Miscellaneous Fees

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## PLANNING AND CODE - MISCELLANEOUS FEES

### Non-Business Hours Inspection Fee

Non-Business Hours Inspection Fee	Fee	\$150 per Hour, \$600 Minimum
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### Signage

Large Signage Deposit	Deposit (Refundable)	\$400 per Sign
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# City of Gaithersburg Fee Schedule

Parks, Recreation & Culture – Rental Fees

## PARKS, RECREATION & CULTURE – RENTAL FEES

### Activity Center

Activity Rooms (per hour)	Type	Resident	Non-Resident
	Individual	\$40 - \$50	\$40 - \$75
Business/Commercial	\$58 - \$68	\$85 - \$102	
Gymnasiums - Social Events (per hour)	Individual / Business / Commercial	\$75 - \$110	\$75 - \$160
Gymnasium - Athletic Events (per hour)	Individual	\$40 - \$63	\$40 - \$95
	Business/Commercial	\$75 - \$95	\$110 - \$140

Fees vary based on peak and non-peak times (i.e. weekend, M-F before 3pm and M-F after 3pm, etc.)

### Aquatic Center

Group Rentals (per hour)	Number of Participants	Resident	Non-Resident
	1-40	\$90	\$90
	41-99	\$110	\$110
	100-140	\$130	\$130
	141-175	\$150	\$150

Group rental fees are based on number of participants (i.e. swim team practices – participants are likely to be a combination of residents and non-residents)

### Arts Barn

Theater/Gallery (per hour)	Type	Resident	Non-Resident
	Individual	\$75 - \$140	\$100 - \$200
	Non Profit	\$40 - \$70	\$50 - \$100
	Recital (2-hour block)	\$150	\$175
Room Rentals (per hour)	Classroom	\$35	\$50
	Birthday Parties	\$60	\$75

Fees vary based on peak and non-peak times (i.e. weekend, weekday, evenings, etc.)

### Casey Community Center

Rate (per hour) Varies depending on room	Type	Resident	Non-Resident
	Individual Rate	\$25 - \$90	\$38 - \$135
	Non Profit	\$22-\$47	\$33-\$70
	Business/Commercial	\$43-\$110	\$65 - \$165

Fees are based upon room size

### Community Museum

Rate (per hour) Varies depending on room/train car Non Profit – 50% off posted Individual Rate	Type	Resident	Non-Resident
	Individual Rate	\$25 - \$50	\$35 - \$65
Business/Commercial	\$40 - \$100	\$50 - \$125	

Fees vary based upon what car is rented and/or option to rent the museum complex



# City of Gaithersburg Fee Schedule

Parks, Recreation & Culture – Rental Fees

## PARKS, RECREATION & CULTURE – RENTAL FEES

### Field Use

Rates	Fee	Resident	Non-Resident
	Staff Fees/Administrative Fees	\$15 - \$25	\$20 - \$35
Light Fees / hour	\$25 - \$50	\$25 - \$50	
General Field Rental Fees / hour	\$15	\$20	
Synthetic Turf Rental Fees / hour	\$100 - \$160	\$120 - \$185	
Criswell Field KP / hour	\$20 - \$30	\$40 - \$60	

Rental and Administrative fees vary based on type of group (i.e. Commercial or Individual/Non Commercial). Light fees vary depending on field.

### Kentlands Green\*

Rate (per hour)	Type	Resident	Non-Resident
	Community Event	\$15 - \$25	\$25 - \$35
Private Social Event	\$150	\$300	

Fees vary based on peak and non-peak times (i.e. weekend versus weekday)

### \*New rental opportunity

### Kentlands Mansion

Event	Function Type	Resident	Non-Resident
	Weekend Social (7 hour rental)	\$1,400	\$1,875
Weekend Social (8 hour rental)	\$1,875	\$2,500	
Mini Socials (4 hour rental)	\$400	\$500	
Business Meeting (8-hr rental)	\$150 - \$450	\$175 - \$525	
2-Hr Recital (Monday-Thursday)	\$150	\$175	

Business Meeting fees vary based on the room(s) or floor(s) rented; rate change based on market price study

### Picnic Pavilions

Individual/Non Profit (per rental)	Pavilion	Resident	Non-Resident
	Park/Pond/Hillside	\$205 - \$285	\$305 - \$425
City Hall / Duvall Park	\$60 - \$160	\$90 - \$240	
Business/Commercial (per rental)	Pavilion	Resident	Non-Resident
	Park/Pond/Hillside	\$260 - \$405	\$390 - \$600
City Hall	\$200	\$300	

Fees vary based on size of group

### Senior Center

Rate (per hour) Varies depending on room	Type	Resident	Non-Resident
	Individual	\$50 - \$80	\$70 - \$100
Non Profit	\$40 - \$60	\$50 - \$85	

Fees vary based on the room rented

### Skate Park

Rate (per hour)	Type	Resident	Non-Resident
	Park Rental	\$60 - \$150	\$80 - \$225

Fees vary based on type of rental (i.e. exclusive use of park versus a rental held while park is open to public)



# City of Gaithersburg Fee Schedule

Parks, Recreation & Culture – Rental Fees

## Water Park

Exclusive Use Group Rental (rate per 4 hours)	<b>Type</b>	<b>Resident</b>	<b>Non-Resident</b>
	Park Rental	\$1,800 - \$2,600	\$2,000 - \$2,800

Limited availability / Fees vary based on size of group

## Youth Center – Olde Towne

Rental (per hour)	<b>Type</b>	<b>Resident</b>	<b>Non-Resident</b>
	Individual	\$65	\$80
	Business/Commercial	\$80	\$95
	Member (studio rental only)	\$50	\$50

## Youth Center – Robertson Park

Rental (per hour)	<b>Type</b>	<b>Resident</b>	<b>Non-Resident</b>
	Individual / Non Profit	\$65	\$80
	Business/Commercial	\$80	\$95



# City of Gaithersburg Fee Schedule

Parks, Recreation & Culture – Membership Fees

## PARKS, RECREATION & CULTURE – MEMBERSHIP FEES

### Aquatics

Individual	Term	Resident	Non-Resident
	Annual (GAC & WP)	\$250	N/A
GAC only (annual)	\$200	\$200	
Summer (WP only)	\$150	\$200	
Monthly (GAC only)	\$50	\$50	
2 Person	Term	Resident	Non-Resident
	Annual (GAC & WP)	\$300	N/A
GAC only (annual)	\$250	\$250	
Summer (WP only)	\$200	\$250	
Monthly (GAC only)	\$75	\$75	
Family	Term	Resident	Non-Resident
	Annual (GAC & WP)	\$350	N/A
GAC only (annual)	\$300	\$300	
Summer (WP only)	\$250	\$300	
Monthly (GAC only)	\$100	\$100	

Offering general membership fees rather than resident and non-resident rates at Aquatic Center per an MOU with Montgomery County government. A combined aquatic membership plan (Water Park + Aquatic Center) is no longer available for non-residents. Fees were streamlined, eliminating Senior Membership Plan.

### Fitness Center at Bohrer Park

Membership (varies depending on term)	Type	Resident	Non-Resident
	Adult	\$70 - \$180	\$105 - \$280
Senior	\$70 - \$150	\$105 - \$225	
Youth	\$70 - \$150	\$105 - \$225	
2 Person	\$295	\$440	
Family	\$350	\$525	

Fees vary depending on term of membership (i.e. Annual, 25-admission, 3-month)

### Recreation Super Pass

Annual Membership	Type	Resident	Non-Resident
	Adult	\$305	\$500
Senior	\$245	\$390	
Youth	\$290	\$450	
2 Person	\$455	\$685	
Family	\$540	\$805	

### Senior Center

Senior	Type	Resident	Non-Resident
	Annual	\$40	\$120
Annual (spouse)	\$30	\$60	

### Student Union

Participant	Term	Resident	Non-Resident
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# City of Gaithersburg Fee Schedule

Parks, Recreation & Culture – Membership Fees

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	Annual	\$5	\$10
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## Youth Centers

Participant	Term	Resident	Non-Resident
	Annual	\$15	\$20



# City of Gaithersburg Fee Schedule

Parks, Recreation & Culture – Admission Fees

## PARKS, RECREATION & CULTURE – ADMISSION FEES

### Aquatic Center

Daily Admission	<b>Type</b>	<b>Resident</b>	<b>Non-Resident</b>
	Adult	\$5	\$5
	Child	\$4	\$4
Going to a general admission fee rather than resident/non-resident fees per an MOU with Montgomery County government. Fees were streamlined, eliminating Senior Membership Plan.			

### Fitness Center

Daily Admission	<b>Type</b>	<b>Resident</b>	<b>Non-Resident</b>
	Adult	\$5	\$6
	Senior	\$4	\$5
	Youth	\$4	\$5
	Designated Promo Times	\$3	\$3

### Miniature Golf

Daily Admission (Varies depending on 1-round / unlimited play)	<b>Type</b>	<b>Resident</b>	<b>Non-Resident</b>
	Individual	\$6/\$8	\$7/\$9
	Senior	\$5/\$8	\$6/\$9
	Group Rate	\$5	\$5

### Water Park

Daily Admission	<b>Type</b>	<b>Resident</b>	<b>Non-Resident</b>
	Weekday	\$5.75	\$8
	Weekend	\$5.75	\$12
	Putt & Pool Pass Weekday	\$9.25	\$11.50
	Putt & Pool Pass Weekend	\$9.25	\$16.00
	Seasonal Group Rate (pool only)	\$5	\$5
	School Group Rate (pool only)	\$5.75	\$5.75
	Advance Group Rate (pool only) Weekday / Weekend	\$5	\$6.50 / \$10.50
	Seasonal Group Rate (Putt & Pool)	\$9	\$9
	School Group Rate (Putt & Pool)	\$9.25	\$9.25
	Advance Group Rate (Putt & Pool) Weekday / Weekend	\$8.50	\$10 / \$15

The various group rates are dependent on type of user group and the times reserved (i.e. seasonal groups that reserve 4 or more dates, school groups reserving May 27-June 13, or groups of 20+ that purchase Advance Passes)



# City of Gaithersburg Fee Schedule

Parks, Recreation & Culture - Program, Class & Lesson Fees

## PARKS, RECREATION & CULTURE - PROGRAM, CLASS & LESSON FEES

### Recreation Classes

Rate (per class)	Type	Resident	Non-Resident
		Participant	\$3 - \$290

Fees vary based on type and cost of class and number of sessions

### Sports Programs

Participant / Team	Type	Resident	Non-Resident
		Youth & Teen Sports	\$15 - \$200
	Adult Sports (Leagues & Tournaments)	\$20 - \$1,500	\$20 - \$1,500

Fees vary based on type and cost of class and number of sessions (i.e. a variety of youth & teen leagues, clinics and camps are offered; a variety of adult sports options are offered from 1 day tournaments to softball & volleyball leagues)

### Aquatics

Member	Type	Resident	Non Resident
	Swim Lessons	\$50	\$50
	Aquatic Classes	\$30 - \$200	\$30 - \$200
	Winter Swim	\$475	\$475
	Birthday Party Package	\$150	\$150
	Special Event / Promotional Rate	\$2 - \$50	\$2 - \$50
Non Member	Type	Resident	Non Resident
	Swim Lessons (dependent on location)	\$55	\$55 - \$60
	Aquatic Classes (dependent on location)	\$30 - \$250	\$30 - \$250
	Winter Swim	\$500	\$500
	Birthday Party Package	\$160	\$160
	Special Event / Promotional Rate	\$2 - \$75	\$2 - \$75

Class fees vary based on type and cost of class and number of sessions. Special Event/Promotional rates provide flexibility to offer new and inventive programming.

### Casey Community Center Programs

Creative Tot Time	Session	Resident	Non-Resident
	School Year	\$700/\$975	\$825/\$1,150
	Summer	\$160	\$195

Fees vary based on number of sessions (i.e. 4 year olds meet 3 times/week and 3 year olds meet 2 times/week)

### Arts Barn

Participant	Type	Resident	Non-Resident
	Classes	\$5 - \$300	\$5 - \$350
	Theater & Concert Tickets	\$3 - \$85	\$3 - \$100
	Camps	\$110 - \$440	\$135 - \$540

Class and camp fees vary based on the number of hours and length of each class or camp offered (i.e. drop-in attendance for workshops, 6 weeks of structured, 3 hour classes per week, or 1 or 2 week long camps). Theater and Concert Tickets vary based on the performance (i.e., drama or a more costly to produce musical, amateur or professional artists).



# City of Gaithersburg Fee Schedule

Parks, Recreation & Culture - Program, Class & Lesson Fees

## Community Museum

Participant	Type	Resident	Non-Resident
	Lecture/Tour/Class/Workshop	\$2 - \$250	\$2 - \$300
	Camps	\$33 - \$440	\$41 - \$540
	Party Package	\$100 - \$500	\$125 - \$500

Fees vary based on the hours and length of the event and the number of rooms used. Lowest rate is for drop-in attendance to small events.



# City of Gaithersburg Fee Schedule

Parks, Recreation & Culture - Program, Class & Lesson Fees (continued)

## PARKS, RECREATION & CULTURE - PROGRAM, CLASS & LESSON FEES (CONTINUED)

### Cultural Arts

Vendor Permits	Type	Resident	Non-Resident
	Arts & Crafts - Seasonal	\$50 - \$300	\$70 - \$400
	Book Festival	\$35 - \$300	\$35 - \$300

Rates vary based on the size of the event (i.e., number of event attendees)

### Cultural Arts Programs

Participant	Activity or Program	Resident	Non-Resident
	Community Chorus	\$75 - \$125	\$80 - \$150

Rate increase proposed in lieu of Chorus members' continued fundraising to offset lower than market rate registration fees (based on feedback from Chorus members)

### Events Programs

Participant	Activity or Program	Resident	Non-Resident
	Events / Trips	\$10 - \$150	\$12 - \$175

Rate calculated to recover trip costs (i.e., gas, driver, entrance fees)

### Events

Vendor Permits	Type	Resident	Non-Resident
	Crafter	\$10 - \$300	\$25 - \$400
	Food Vendor	\$50 - \$350	\$70 - \$400
	Political Candidate or Non Profit	\$20 - \$60	\$40 - \$75
	Business	\$50 - \$200	\$70 - \$250

Rates vary based on the size of the event (i.e., number of event attendees)

### Event Permits

Permit Fee	Event Attendance	Resident	Non-Resident
	Under 1,000 attendees	\$100	\$100
	1,000 – 5,000 attendees	\$500	\$500
	5,000 – 10,000 attendees	\$1,000	\$1,000
	Over 10,000 attendees	\$1,500	\$1,500

### Winter Lights

Vehicle or Participant	Event	Resident	Non-Resident
	Winter Lights Activities	\$8 - \$100	\$8 - \$100

Fees vary based on size of the vehicle (i.e., car, bus), day of week (weekday or weekend), walk or run based event, special event, etc.

### Kentlands Mansion Programs

Participant or Vendor	Type	Resident	Non-Resident
	Vendors (shows/events)	\$150 - \$200	\$175 - \$250
	Concerts/Events	\$5 - \$60	\$5 - \$70

Vendor fees vary based on the size of the event (i.e., number of attendees). Concert/Event tickets vary based on the performance/event (i.e., drama or a more costly to produce musical, amateur or professional artists, large or small special event)



# City of Gaithersburg Fee Schedule

Parks, Recreation & Culture - Program, Class & Lesson Fees (continued)

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## Miniature Golf Course

Birthday Party	Description	Resident	Non-Resident
	Party Package	\$11 - \$18	\$11 - \$18
Fees vary based on party package (i.e. adding the pool option)			



# City of Gaithersburg Fee Schedule

Parks, Recreation & Culture - Program, Class & Lesson Fees (continued)

## PARKS, RECREATION & CULTURE - PROGRAM, CLASS & LESSON FEES (CONTINUED)

### Senior Center

Member	Type	Resident	Non-Resident
	Classes & Fitness Program	\$1 - \$90	\$1 - \$90
	Trips	\$5 - \$90	\$5 - \$90

Class fees vary depending on number and type of class. Trip fees vary based on actual cost of trip.

### Skate Park

Participant	Type	Resident	Non-Resident
	Lessons	\$20 - \$100	\$27 - \$125
	School of Skate	\$100 - \$150	\$125 - \$175
	Competition / Special Event	\$3 - \$20	\$3 - \$20

Fees vary based on number of classes or lessons and whether they are private or group

### Summer Programs

Participant (per session)	Type	Resident	Non-Resident
	Elementary	\$126 - \$264	\$155 - \$320
	Middle School & Specialty Camps	\$115 - \$457	\$150 - \$604
	Youth Activity Program & Fun Zone	\$65 - \$220	\$75 - \$285
	Extended Care	\$30 - \$80	\$40 - \$100

Program fees vary based on number of sessions, length of day and type of programming

### Youth & Teen Programs

Participant	Type	Resident	Non-Resident
	Break Blasts & Early Release Trips	\$5 - \$40	\$15 - \$45
	Spring Break Camps	\$100 - \$150	\$125 - \$175
	Counselor in Training	\$50 - \$90	\$55 - \$95
	High School Trips & Activities	\$5 - \$30	\$5 - \$35
	GYC Trips	\$5 - \$100	\$5 - \$125
	Ski Club	\$300 - \$500	\$300 - \$500

Program fees vary based on number of sessions and type of programming



# City of Gaithersburg Fee Schedule

Parks, Recreation & Culture – Miscellaneous Fees

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## PARKS, RECREATION & CULTURE – MISCELLANEOUS FEES

### Fingerprint Services

Fees	Type	Resident	Non-Resident
	Service Fee	\$10 - \$44.50	\$20 - \$54.50
Fees set at state and federal level and vary depending on requested background check. A \$10 resident and \$20 non-resident service charge is added and included in the above ranges.			



# City of Gaithersburg Fee Schedule

Police – Miscellaneous Fees

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## POLICE – MISCELLANEOUS FEES

### Motor Vehicles & Traffic (Chapter 14) Violation Fines

Handicapped Parking	\$250
Fire Lane/Yellow curb	\$250
Parking next to fire hydrant	\$250
All other parking violations	\$60

### Services

Digital Video Copy (in-car or fixed camera)	\$75
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# City of Gaithersburg Fee Schedule

Public Works – Miscellaneous Fees

## PUBLIC WORKS – MISCELLANEOUS FEES

### Recycling Fees – Single Family & Townhouse

Fee per year, per dwelling unit Fee is authorized to be placed on the County’s consolidated property tax bill of all properties receiving 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:	\$69.49
Payment of ¾ 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	\$52.12
Payment of ½ 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	\$34.75
Payment of ¼ year fee – Dwelling units added to the tax roll from January 1 to March 30 will be charged the fee at 25% of the annual City fee	\$17.37

### Water Quality Protection Charge

Fee per year, per Equivalent Residential Unit or 2,406 Sq. Ft. of Impervious Surface (ERU)	1 ERU Rate = \$92.60
Fee per year, per Residential Single Family Attached (RSFA)	1 ERU Rate ÷ 3
Fee per year, per Residential Single Family Detached (RSFD)	1 ERU Rate
Fee per year, per Multi-Family Residential (MFR)	Total Impervious Surface ÷ 2,406 x \$92.60 ÷ Number of Owners
Fee per year, Non-Residential (NR)	Total Impervious Surface Not Treated by Their Own Stormwater Facilities ÷ 2,406 x \$92.60



# City of Gaithersburg Fee Schedule

General GOVERNMENT - Miscellaneous Fees

## GENERAL GOVERNMENT - MISCELLANEOUS FEES

### Copying and Printing

Copying and Printing Requests	Size	Black and White	Color
	Letter/Legal, 1-10 pages	No Charge	\$1.00 each
	Letter/Legal, 11 or more pages	\$.20 each	\$1.00 each
	11"x17"	\$.50 each	\$2.00 each
	18"x 24"	\$3.00 each	\$5.00 each
	21"x24"	N/A	\$6.00 each
	24"x36"	\$6.00 each	\$10.00 each
	30"x42"	\$9.00 each	\$15.00 each
	36"x36"	\$9.00 each	\$15.00 each
	36"x48"	\$12.00 each	\$20.00 each
	42"x42"	\$12.00 each	\$20.00 each
	Custom Sizes	\$1.00 per Sq. Ft.	\$1.67 per Sq. Ft.
	Copy of U&O Certificate	\$25	N/A

### Electronic Information

Copy of VHS Tape, DVD, or Audio Recording of Meeting	Fee	\$25
Documents Provided Via E-Mail	Fee	\$10 per E-mail
Documents Provided Via CD	Fee	\$10 per CD
Documents Provided Via USB Key	Fee	\$20 per USB Key

### Dishonored Checks

Dishonored Check Fee	Fee	\$35
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### Residential Rental (for City owned property)

Residential Rental Fee	Fee	Market rental rate of the surrounding area
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# City of Gaithersburg Fee Schedule

Community Services – Miscellaneous Fees

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## COMMUNITY SERVICES – MISCELLANEOUS FEES

### Resident Monthly Services Fees

Wells Robertson House Resident	\$0 - \$250
DeSillum House Resident	\$230 - \$300