

**AS AMENDED
ORDINANCE NO. 2872**

AN ORDINANCE OF THE CITY OF SALISBURY, MARYLAND TO SET FEES FOR FY 2025 AND THEREAFTER UNLESS AND UNTIL SUBSEQUENTLY REVISED OR CHANGED.

RECITALS

WHEREAS, the fees charged by the City are reviewed and then revised in accordance with the adoption of the Fiscal Year 2025 Budget of the City of Salisbury; and

WHEREAS, the fee amounts set forth in the “FY 2025 Fee Schedule” attached hereto and incorporated herein as Exhibit 1, identify and list all fee amounts to be charged and otherwise assessed by the City of Salisbury for the period of the Fiscal Year 2025, in accordance with the adoption of the Fiscal Year 2025 Budget of the City of Salisbury; and

NOW, THEREFORE, BE IT ORDAINED AND ENACTED BY THE COUNCIL OF THE CITY OF SALISBURY as follows:

Section 1. The fee amounts set forth in the FY 2025 Fee Schedule (the “**FY25 Fee Schedule**”) attached hereto as **Exhibit 1** and incorporated herein, as if fully set forth in this Section 1, are hereby adopted by the Council of the City of Salisbury; and, furthermore, the fee amounts set forth in the FY25 Fee Schedule shall supersede the corresponding fee amounts set forth in the City of Salisbury Municipal Code until one or more of such fee amounts are subsequently amended.

BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, as follows:

Section 2. It is the intention of the Mayor and Council of the City of Salisbury that each provision of this Ordinance shall be deemed independent of all other provisions herein.

Section 3. It is further the intention of the Mayor and Council of the City of Salisbury that if any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged invalid, unconstitutional or otherwise unenforceable under applicable Maryland or federal law, such adjudication shall apply only to the section, paragraph, subsection, clause or provision so adjudged and all other provisions of this Ordinance shall remain and shall be deemed valid and enforceable.

Section 4. The recitals set forth hereinabove are incorporated into this section of the Ordinance as if such recitals were specifically set forth at length in this Section 4.

Section 5. This Ordinance shall become effective as of July 1, 2024.

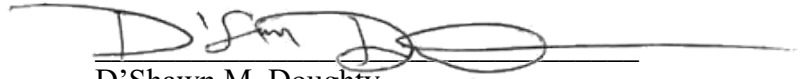
THIS ORDINANCE was introduced and read at a Meeting of the Mayor and Council of the City of Salisbury held on the 13th day of May, 2024 and thereafter, a statement of the

substance of the Ordinance having been published as required by law, in the meantime, was finally passed by the Council of the City of Salisbury on the 10th day of June, 2024.

ATTEST:




Kimberly R. Nichols, City Clerk



D'Shawn M. Doughty,
City Council President

APPROVED BY ME THIS 14 day of June, 2024.



Randolph Taylor, Mayor

FY 2025 Fee Schedule

| Licenses | | | |
|---|-------|---|-------------|
| Alarm Company | 80 | Per year, Per Code 8.040.30 | Police Dept |
| Amusement | | Per Code 5.24.020 | Finance |
| 1-5 Machines | 500 | Per year | |
| 6-10 machines | 665 | Per year | |
| 11-15 machines | 830 | Per Year | |
| Greater than 15 machines | 1,500 | Per Year | |
| Billboard License | 0.55 | Per Year, per square foot | Finance |
| Transient Merchants and Mobile Vendors | | Per Code 5.32.070 | ABCD |
| New application | 100 | | |
| Renewal | 50 | Per year | |
| Hotel License | 50 | Per Code 5.68.060 | ABCD |
| Fortune Telling License | 100 | | ABCD |
| Door to Door Solicitors | 100 | Plus \$40 background check performed, Per year, Per Code 5.34.070 | City Clerk |
| Pool Table | | Per Code 5.48.020 | Finance |
| 1 | 10 | Each | |
| Additional tables over 1 | 5 | Each | |
| Restaurant | 80 | Per year, Per Code 5.52.060 | Finance |
| Theatre | 75 | Per year, Per Code 5.60.040 | Police Dept |
| Towing Company | | | Police Dept |
| Application Fee | 80 | | |
| License | 80 | Per Code 5.64.030 | |

| Misc. Fees (by Business Development) | | | |
|--------------------------------------|-----|--|--|
| Food Truck Pad Rental | 50 | Per month | |
| Trolley Rental Fee | | | |
| Hourly rate | 150 | Per hour, private event or for-profit business | |
| Hourly rate | 125 | Per hour, non-profit or government entity | |

| Misc. Fees (by Finance) | | | |
|-------------------------|----|--|--|
| Return Check Fee | 40 | | |

| MPIA Request Fees (by All Departments) | | | |
|--|------------|---|--|
| First two hours processing request | Waived | | |
| Work exceeding two hours, Departments will charge attorney hourly fee (if applicable) and hourly fee for department staff | \$165 * | Attorney Hourly Fee Varies by Department | |

FY 2025 Fee Schedule

Misc. Fees (by City Clerk)

| Misc. Fees (by City Clerk) | | |
|--|----|---|
| Sale of Code Book | | Each, Set by Resolution, Per Code 1.04.080 |
| Financial Disclosure Statement Late Fee | 20 | Per day for 5 days, then \$10 per day up to max of \$250; Per Code 1.12.060 |
| Circus or Horsemanship Event Fee | 75 | Per day, Per Code 5.44.010 |
| Other Exhibitions | 5 | Per day, Per Code 5.44.010 |
| Commercial Sound Truck Operation Fee | 1 | Per Code 8.20.080 |
| Filing Fee (Mayoral Candidates) | 25 | SC-8 |
| Filing Fee (City Council Candidates) | 15 | SC-8 |
| Bankrupt, Fire and Close-out sales | 5 | Per month, Renewal – \$50/month, Per code 5.16.010 |

Landlord Licenses and Other Misc. fees (by the HCDD Department)

| Landlord Licenses and Other Misc. fees (by the HCDD Department) | | |
|---|------------|--|
| Landlord License Fee 1st Year | | Per Code 15.26.050 |
| if paid within 60 days | 120 | |
| if paid by between 61-150 days | 185 | |
| if paid after 150 days | 315 | |
| Landlord License Unit Registration 1st Year | | Per Code 15.26.040 |
| if paid within 60 days | 120 | |
| if paid by between 61-150 days | 185 | |
| if paid after 150 days | 315 | |
| Landlord License Fee Renewal | | Per Code 15.26.060 |
| if paid by March 1st | 75 | |
| if paid 3/2 - 7/1 | 140 | |
| if paid > 7/1 | 270 | |
| Landlord License Unit Registration Renewal | | Per Code 15.026.060 |
| if paid by March 1st | 75 | per unit |
| if paid 3/2 - 7/1 | 140 | For first unit plus \$88 \$140 for each additional unit |
| if paid > 7/1 | 270 | For first unit plus \$96 \$270 for each additional unit |
| Short-Term Landlord License Fee 1st Year | | Per Code (TBD) |
| if paid within 60 days | <u>120</u> | |
| if paid by between 61-150 days | <u>185</u> | |
| if paid after 150 days | <u>315</u> | |
| Short-Term Rental Unit Registration | | Per Code (TBD) |
| if paid within 60 days | <u>250</u> | Per unit |
| if paid by between 61-150 days | <u>490</u> | Per Unit |
| if paid after 150 days | <u>970</u> | Per Unit |
| Short-Term Landlord License Fee Renewal | | Per Code (TBD) |
| if paid by March 1st | <u>75</u> | |
| if paid 3/2 - 7/1 | <u>140</u> | |
| if paid > 7/1 | <u>270</u> | |
| Short-Term Rental Unit Renewal | | Per Code (TBD) |
| if paid by March 1st | <u>250</u> | Per unit |
| if paid 3/2 - 7/1 | <u>490</u> | Per Unit |
| if paid > 7/1 | <u>970</u> | Per Unit |

FY 2025 Fee Schedule

| | | |
|--|------------------|--|
| Administrative Fee for Fines | 100 | |
| | 1,000 | |
| Foreclosed Property Registration | 200 | One-time fee, Per Code 15.21.040 |
| Re-inspection Fee | 100 | On each citation, Per Code 15.27.030 |
| | | |
| Appeal Procedure Fees (Enforced by HCDD) | | |
| Title - 8 Health and Safety Code Appeal | 200 | Per appeal, plus advertising costs if required |
| Title - 12 Streets, Sidewalks and Public Places Code Appeal | 200 | Per appeal, plus advertising costs if required |
| Title - 15.22 Vacant Buildings Code Appeal | 250 | Per appeal, plus advertising costs if required |
| Title - 15.26 Rental Registration | 250 | Per appeal, plus advertising costs if required |
| Title - 15.27 Chronic Nuisance Property | 250 | Per appeal, plus advertising costs if required |
| Title - 15.24.280 Condemnation | 250 | Per appeal, plus advertising costs if required |
| Title - 15.24.325 Plan for Rehabilitation | 250 | Per appeal, plus advertising costs if required |
| Title - 15.24.350 Failure to Comply with Demolition Order | 250 | Per appeal, plus advertising costs if required |
| Title - 15.24.950 Occupancy | 250 | Per appeal, plus advertising costs if required |
| Title - 15.24.1640 Order to Reduce Occupancy | 250 | Per appeal, plus advertising costs if required |
| Title – 17 All requests for variances, special exceptions and other zoning appeals | 150 | Per appeal/application, plus advertising costs if required |
| All other appeals/applications to the Board of Appeals | 150 | Per appeal/application, plus advertising costs if required |
| | | |

FY 2025 Fee Schedule

| | | |
|--|---|--|
| Residential Vacant Building Registration | \$200 | Per year, Per Code 15.22.040 |
| Residential Vacant Building Annual Inspection Fee | \$100 | Per year, after first fiscal year – Per Code 15.22.040 |
| Residential Vacant Building Annual Fee | Variable, see chart below \$200 | |
| <p>Number of Years Vacant _____ Annual Fee</p> <p>1 year _____ 200</p> <p>2 years: _____ 500</p> <p>3-4 years: _____ 750</p> <p>5-9 years: _____ 1,000</p> <p>10 years: _____ 1,500</p> <p>More than 10 years vacant: _____ 2,000, plus \$500 for _____ every year the property remains vacant</p> | | |
| Nonresidential Vacant Building and Non-residential Vacant Lot Registration | \$500 | |
| Nonresidential Vacant Building Annual Inspection Fee | \$150 | Per year, after first fiscal year – Per Code 15.22.040 |
| Nonresidential Vacant Building Annual Fee | Variable, See Chart Below \$500 | Per year, Per Code 15.22.040 |
| <p>Assessed Value between _____ Annual Fee</p> <p>\$0 – \$500,000 _____ \$500</p> <p>\$500,001 – \$5,000,000 _____ \$2,000</p> <p>\$5,000,001 and over _____ \$5,000</p> | | |
| Nonresidential Vacant Lot Annual Fee | \$0.10 per sqft, or \$500, whichever is greater | |

| | | |
|---|----|----------|
| Community Center Rental Fee | | |
| Truitt Community Center – Gymnasium | 35 | Per hour |
| Truitt Community Center – Multi-purpose Field | 10 | Per hour |
| Newton Community Center – Whole Building | 40 | Per hour |

FY 2025 Fee Schedule

| | | |
|---|-----------|----------|
| Newton Community Center – Community Room | 20 | Per hour |
| Newton Community Center – Kitchen | 20 | Per hour |
| Newton Community Center – Resource Office | 15 | Per hour |
| Community Center – Supplies, per Item | Vary | Each |
| Community Center – Equipment, per Item | Vary | Each |
| Newton Community Center Room 1 | <u>10</u> | Per Hour |
| Newton Community Center Room 2 | <u>10</u> | Per Hour |

Misc. Fees (by Field Operations)

| | | |
|---|--------------------|--|
| Outdoor Rental Space – Small Family Functions, up to 20 people | | |
| Park Pavilion | 25 | Per day w/o RR |
| Outdoor Rental Space – Large Private Function or Public Events | | |
| Park Pavilion (without restrooms) | <u>75</u> | Per Day W/O RR |
| Park Pavilion (with restrooms) | 75 -100 | Per Day W RR |
| Rotary/Bandstand, Doverdale, Lake Street | 100 | Per Day W RR |
| Amphitheater or Riverwalk Games Park | 175 | Per day |
| Amphitheater Hourly Rental or Riverwalk Games Park | 25 | Per hour weekend (max 2 hour block), as is |
| Amphitheater Hourly Rental or Riverwalk Games Park | 10 | Per hour weekday (max 2 hour block), as is |
| Park Pavilion (no restrooms): Jeanette P. Chipman Boundless, Kiwanis, Marina Riverwalk, Market Street, Newton-Camden Tot Lot, Waterside | 50 | Per day |
| Streets /Parking Lots | 100 | Per day |
| Additional Street/Parking Lot | <u>50</u> | Per day |
| 5K Race | 150 | Per day |
| City park, designated park area or amenity not listed | 50 | Per day |
| Ball field/ Basketball Court / Tennis Court | 10 and 40 w/lights | Per hour |
| Personnel | | |
| Site Supervisor Suggest \$25.00/ Site Coordinator | 25 30 | Per hour |
| Maintenance Labor | 25 | Per hour |
| Security/Police/EMS/FIRE (per person) | 60 | Per hour. 3 hours minimum or \$180 |
| Supplies & Equipment | | |
| Maintenance Supplies (as required) | Vary | |
| Sports Equipment | Vary | |
| Additional Trash Cans - Events with over 200 people require additional trashcans, recycle or compost bin and a recycling plan. | 5 10 | Per Container |
| Barrier Fence (Snow Fence) | 1 | Per Linear Foot |
| Traffic Control Devices | | |
| Hard Stop Dump truck/other | 50 100 | Per day |
| Digital Msg. Board | 50 100 | Per day |
| Street Barricades | 10 | Each per day |
| Cones | 1 | Each per day |
| Traffic Control Sign | 10 | Each per day |
| Jersey Barrier | 600 | Minimum 4, delivery, set up and remove |

FY 2025 Fee Schedule

| | | |
|--|-----|--|
| Ceremonial Street Renaming | | |
| Ceremonial Street Renaming – Materials & Labor Fee | 250 | |

| Waste Disposal Fees (by Field Operations) | | |
|---|---------------------|---|
| Trash Service | 69 71 73 | Per quarter, Per Code 8.16.090 |
| Bulk Trash Pick up | 30 | For three items, additional amounts for specific items, Per Code 8.16.060 |
| Trash Cans | 80 | Per can (plus \$4.80 tax), Per Code 8.16.060 |

| Water/Sewer Misc. Fees (by Water Works) | | |
|---|-----|---|
| Water & Sewer Admin Fee (Late Charge) | 50 | Per occurrence, Per Code 13.08.040 |
| Water Turn On Fee | 80 | For after hours, Per Code 13.08.040 |
| Water Meter Reading Fee | 25 | Per request, Per Code 13.08.030 |
| Water Turn On Fee | 20 | Per request, Per Code 13.08.040 |
| Fire Service | 746 | Annually per property, Per Code 13.08.050 |
| Meter Test | | |
| In City Limits | 40 | Per request, Per Code 13.08.030 |
| Out of City Limits | 50 | Per request, Per Code 13.08.030 |
| Water and Sewer Services | | See Water Sewer Rate Ordinance, Quarterly, Per Code 13.08.130-13.12.090 |

| WWTP Pretreatment Program Fees (by Water Works) | | |
|--|-------|-----------|
| Significant Industrial Users: (Per Code 13.12.110) | | |
| IA discharges flow \geq 5% of WWTP flow | 8,700 | 30 units |
| IB discharges flow \geq 50,000 gpd | 7,250 | 25 units |
| IC categorical user which discharges | 5,800 | 20 units |
| ID discharges flow \geq 25,000 gpd | 4,350 | 15 units |
| IE categorical user which does not discharge | 2,900 | 10 units |
| Minor Industrial Users: (Per Code 13.12.110) | | |
| IIA-1 discharges flow ³ 5,000 gpd or hospitals, campus | 2,030 | 7 units |
| IIA-2 discharges flow ³ 5,000 gpd or light industry, hotels | 1,450 | 5 units |
| IIB discharges flow ³ 1,000 gpd or fast food, large restaurants, large garages | 580 | 2 units |
| IIC discharges flow 500 - 1,000 gpd or small restaurants, small garages | 435 | 1.5 units |
| IID discharges flow ³ 500 gpd or restaurants that are carry out only no fryer | 290 | 1 unit |
| IIE photographic processor which discharges silver rich wastewater | 290 | 1 unit |
| <i>Pretreatment fees are an annual fee, invoices are sent each January to cover the calendar year.</i> | | |

| Towing Fees | | |
|---|--------------------|-------------------|
| Maximum Towing and Storage Fees (vehicles up to 10,000 GVW) | | |
| <u>Police Directed Accident Tow</u> | <u>425</u> | |
| Disabled Vehicle Tow | 100 135 | |
| Emergency Relocation Tow (up to 2 Miles) | 80 100 | Per Code 5.64.100 |
| Impound Vehicle Tow | 135 | |
| Standby/Waiting Time - Billed in 15 minute increments only after 16 minute wait | 75 | Per hour |

FY 2025 Fee Schedule

| | | |
|---|-----|--|
| Winching (<u>Applies to vehicles that requires righting, or lifting, or returning to roadway from more than 20 feet off of roadway</u> Does not include pulling vehicle onto rollback type truck) - Billed in 15 minute increments | 110 | Per hour |
| Storage – Beginning at 12:01 am following the tow (<u>includes vehicles stored at a facility under the control of and billed by The City of Salisbury</u>) | 50 | Per calendar day or portion thereof, Per Code 5.64.120 |
| Administrative Fee – Impounds Only | 50 | |
| Snow Emergency Plan in Effect (in addition to other applicable towing fees) | 50 | |
| Release Fee (After hours only, at tower’s discretion) – Normal business hours defined as M-F, 9am-6pm | 55 | |

Building Fees (by the Department of Infrastructure and Development)

| Building Fees (by the Department of Infrastructure and Development) | | |
|---|-------|---|
| Building Plan Review Fees (Per Code 15.04.030) | | Residential, Commercial, Accessory |
| <i>Fees based on cost of construction:</i> | | |
| Up to \$ 3,000 | 50 | |
| \$3,001 to \$100,000 | 90 | |
| \$100,001 to \$500,000 | 250 | |
| \$500,001 to \$1,000,000 | 300 | |
| \$1,000,001 and Up | 375 | |
| Building Permit Fees (Per Code 15.04.030) | | Residential, Commercial, Accessory, Fence |
| <i>Fees based on cost of construction:</i> | | |
| Up to \$ 3000 | 50 | |
| \$3001 and Up | 60 | Plus (.0175 * Cost of Construction) |
| \$100,001 to \$500,000 | 1,300 | Plus (\$10 for each \$1,000 over \$100,000) |
| \$500,001 to \$1,000,000 | 4,900 | Plus (\$9 for each \$1,000 over \$500,000) |
| \$1,000,001 and Up | 8,500 | Plus (\$7 for each \$1,000 over \$1,000,000) |
| Outdoor Advertising Structure Fee (Per Code 17.216.240) | .50 | Per SF foot of sign surface per year |
| Other Building Fees: | | |
| Historic District Commission Application | 150 | |
| Board of Zoning Appeals | 150 | Plus advertising costs |
| Demo - Residential | 125 | Per Code 15.04.030 |
| Demo - Commercial | 175 | Per Code 15.04.030 |
| Gas | 30 | Plus \$10 per fixture, Per Code 15.04.030b |
| Grading | 200 | Per Code 15.20.050 |
| Maryland Home Builders Fund | 50 | Per new SFD |
| Mechanical | 50 | Per Code 15.04.030 |
| Occupancy Inspection | 75 | Per Code 15.04.030 |
| Plumbing | 30 | \$10 per fixture (may vary), Per Code 15.04.030b |
| Sidewalk Sign | | Set by resolution, Per Code 12.40.020 |
| Sidewalk Café Fee | 50 | Set by ordinance 2106, Per Code 12.36.020 |
| Sign | 50 | Plus (\$1.50 per Sq Ft), Per Code 17.216.238 |
| Temp Sign | 25 | Per month, Per Code 17.216.238 |
| Temp Trailer | 25 | Per month, Per Code 15.36.030b |
| Tent | 40 | Per Code 15.04.030 |
| Well | 50 | Per Code 13.20.020 |
| Zoning Authorization Letter | 50 | Per Code 17.12.040 |
| Re-inspection Fee | 50 | More than 2 insp of any required insp, Per Code 15.04.030 |

FY 2025 Fee Schedule

| | | |
|---|------------------------|--|
| Adult Entertainment Permit Application Fee | 100 | Per Code 17.166.020 |
| Outdoor Advertising Structure Fee | .50 | Per sq ft of sign surface area, Per Code 17.216.240 |
| Notice of Appeal Fee; Sidewalk Sign Standards Violation | 100 | Per Code 12.40.040 |
| Reconnection Fee; Public Water Connection; Refusal of Inspection | 25 | Per Code 13.08.100 |
| Administrative Fee – renew temporary certificate of occupancy | 100 | |
| Annexation Fees: | | |
| For the first partial or one (1) acre | \$5,000 | Plus Legal, planning, consulting and other related administrative fees |
| Additional partial or full acre(s) | \$500 | Per acre (no proration) |
| Planning Commission | | |
| Comprehensive Development Plan Review – Non-Residential | \$250 \$500 | Plus \$10 per 1,000 sq. ft. Subsequent submittals, which generate additional comments, may be charged an additional \$250. |
| Comprehensive Development Plan Review – Residential | \$250 \$500 | Plus \$10 per unit. Subsequent submittals, which generate additional comments, may be charged an additional \$250. |
| Certificate of Design/Site Plan Review | \$250 | Plus \$10 unit/acre. Subsequent submittals, which generate additional comments, may be charged an additional \$250. |
| Paleochannel/Wellhead Protection Site Plan Review | \$100 | |
| Rezoning | \$500 | Plus \$15 per acre and advertising cost |
| Text Amendment | \$500 | Plus advertising cost |
| Critical Area Program | | |
| Certificate of Compliance (Per Code 12.20.110) | | Ordinance No. 2578 |
| Building Permits | 75 | Activities per code 12.20.110.F. are exempt |
| Subdivision | 200 | In addition to standard fee |
| Site Plans/Certificate of Design/Comprehensive Development Plan | 100 | In addition to standard fee |
| Resubdivision | 100 | In addition to standard fee |
| Fee-In-Lieu (Per Code 12.20.540) | | |
| | 1.50 | \$1.50 per square foot of mitigation area |
| License to Encumber Program | | |
| Application – Installation of Service Line | 75 | \$25 per additional service line in project area, defined as ¼ mile radius from primary address |
| Application – Large Boring Project | 125 | Includes up to 500 linear feet. \$50 for additional 250 linear feet above the initial |
| Application – Large Open/Cut | 250 | Includes up to 500 linear feet. \$100 for additional 250 linear feet above the initial |
| Application – Micro-Trenching Project | 125 | Includes up to 500 linear feet. \$50 for additional 250 linear feet above the initial |
| Application – Installation of New Utility Pole (excluding Small Cell facilities) | 500 | |
| Application – Underground utility project replacing overhead utilities and removing utility poles | Waived | |

FY 2025 Fee Schedule

| | | |
|--|--------|---|
| License to Encumber Program - Small Wireless Facilities | | |
| | | Ordinance No. 2580 |
| Application | 500 | For up to five (5) small wireless facilities |
| Application – additional facilities | 100 | For each additional small wireless facility addressed in the application beyond five |
| Access to the Right of Way fee | 1,000 | Per each new small wireless facility pole |
| Annual fee for access to the Right of Way | 270 | Per year per small wireless facility after year 1 |
| Storm Water Utility (2306) | | |
| Fee to maintain City storm water facilities | 30 | Per year per Equivalent Residential Unit |
| Stormwater Utility Credit Application (2306) | | |
| Fee to apply for credit to Stormwater Utility | 150 | Per application |
| Street Break Permit (Per Code 12.12.020) | | |
| Permit for breaking City public streets and way | 50 | Per break location |
| Install new or replace existing sidewalk, residential | 50 | |
| Install new or replace existing sidewalk, commercial | 100 | |
| Install new driveway, residential | 150 | |
| Install new driveway, commercial | 300 | |
| Excavate street or sidewalk to conduct maintenance of underground facilities | 150 | \$50 per additional “break” in project area |
| Excavate street or sidewalk to replace existing utility pole | 250 | \$100 per additional pole replaced in project area |
| Excavate street or sidewalk to replace or remove utility pole permanently | Waived | |
| Obstruction Permit (Per Code 12.12.020) | | |
| Permit for obstructing City public streets and ways | 50 | Per location |
| Dumpster – residential, obstruction permit | 50 | Renewal fee of \$25 after 30 days |
| Dumpster – commercial, obstruction permit | 100 | Renewal fee of \$50 after 30 days |
| Sidewalk closure | 50 | \$5 per day over 30 days |
| Lane closure (including bike lane) | 100 | \$10 per day over 30 days |
| Street closure | 250 | \$25 per day over 30 days |
| Street closure for Block Party or Community Event | Waived | Fee under Outdoor Rental Space Public Events - Streets |
| Water and Sewer Connection Fee (Per Code 13.02.070) | | |
| Comprehensive Connection Charge of Connection fee for the Developer’s share in the equity of the existing utility system- | 3,710 | Per Equivalent Dwelling Unit (water \$1,925, sewer \$1,785) |
| Water and Sewer Infrastructure Reimbursement Fee (Per Code 13.02.070) | | |
| Comprehensive Connection Charge for Infrastructure Reimbursement Fees is based on actual costs of water and sewer infrastructure installed by a Developer. | * | * Fee amount is project dependent. Infrastructure Reimbursement Fee is the prorated share of the cost of the water and sewer mains based on this project’s percentage of the capacity of the proposed infrastructure project. |
| Infrastructure Reimbursement Administrative Fee (Per Code 13.02.090) | | |
| Administrative fee assessed on Infrastructure Reimbursement Fee for processing | * | 0.1 percent of the Infrastructure Reimbursement Fee |

FY 2025 Fee Schedule

| | | |
|--|-----------------|---|
| Development Plan Review Fee (1536) | | |
| Development plans may consist of but not limited to the following: Stormwater Management, Grading, Landscaping, Lighting, Site Layout, Traffic Control, and Utilities. | | |
| Fee for review of development plans | \$1,000-\$2,000 | Plus \$50 per disturbed acre. Subsequent submittals, which generate additional comments, may be charged an additional \$500-\$1,000 |
| <u>3rd Party Review Fee (Outsource)</u> | <u>\$160/hr</u> | <u>Subsequent submittals, which generate additional comments, may be charged an additional \$160/hr.</u> |
| Fee for review of development plans exempt from stormwater management under 13.28.040.B.3 of the code | 400 | |
| Water and Sewer Inspection Fee (R 1341) | | |
| Fee for inspection of public water and sewer improvements | | 7.5 % of the approved cost estimate for construction of proposed public water and sewer improvements |
| Public Works Agreement recording fee | | |
| Recording fee for Public Works Agreements | | |
| For 9 pages or less | * | Per Circuit Court Fee Schedule |
| For 10 pages or more | * | Per Circuit Court Fee Schedule |
| Stormwater Management As-Built recording fee | | |
| Recording fee for Stormwater Management As-Built. | * | Per Circuit Court Fee Schedule |
| Subdivision review fee (1536) | | |
| Fee for Subdivision review | 200.00 | |
| Resubdivision review fee (1536) | | |
| Fee for Resubdivision reviews | 200.00 | |
| Administrative Fee for Connection Fee payment Plans (R 2029) | | |
| Administrative Fee for Connection Fee payment Plans | 25.00 | |
| Maps and Copying Fees | | |
| City Street Map | 5.00 | Ea |
| Street Map Index | 1.00 | Ea |
| Property Maps | 3.00 | Ea |
| Sanitary Sewer Utility Maps (400 Scale) | 3.00 | Ea |
| Storm Water Utility Maps (400 Scale) | 3.00 | Ea |
| Water Main Utility Maps (400 Scale) | 3.00 | Ea |
| Sanitary Sewer Contract Drawings | 1.00 | Ea |
| Storm Water Contract Drawings | 1.00 | Ea |
| Water Main Contract Drawings | 1 | Ea |
| Black and White Photocopying (Small Format) | .25 | Sq. ft |
| Black and White Photocopying (Large Format) | .50 | Sq. ft |
| Color Photocopying (Small Format) \$1/sq.ft. | 1 | Sq. ft |
| Color Photocopying (Large Format) \$2/sq.ft. | 2 | Sq. ft |

FY 2025 Fee Schedule

| | | |
|---|-------|---|
| Transient | | |
| <i>Slip Fees based on size of vessel</i> | 1.05 | Per foot per day |
| Electric 30-amp service | 6.00 | Per day |
| Electric 50-amp service | 12.00 | Per day |
| Slip Rental – Monthly | | |
| <i>Fees based on size of vessel</i> | | |
| October through April | 4.75 | Per foot + electric |
| May through September | 6.50 | Per foot + electric |
| Slip Rental – Annual* | | |
| *Annual rates are to be paid in full up front, electric can be billed monthly | | |
| Boats up to and including 30 feet long | 1,450 | + electric |
| Boats 31 feet and longer | 56 | Per foot + electric |
| Fuel | | |
| | .50 | Per gallon more than the cost per gallon purchase price by the City |
| Electric Service | | |
| <i>Fees per meter</i> | | |
| Electric 30-amp service | 36 | Per month |
| Electric 50-amp service | 60 | Per month |

EMS Services

| | Resident | Non-Resident |
|-----------------------|----------|--------------|
| BLS Base Rate | 950.00 | 1,050.00 |
| ALS1 Emergency Rate | 1,100.00 | 1,200.00 |
| ALS2 Emergency Rate | 1,300.00 | 1,400.00 |
| Mileage (per mile) | 19.00 | 19.00 |
| Oxygen | Bundle | Bundle |
| Spinal immobilization | Bundle | Bundle |
| BLS On-scene Care | 250.00 | 300.00 |
| ALS On –scene Care | 550.00 | 650.00 |

Water Works

| Water Works | | |
|---|--------|--|
| Temporary connection to fire hydrant (Per Code 13.08.120) | | |
| Providing temporary meter on a fire hydrant for use of City water | 64.50 | Per linear foot based on the area of the property and is the square root of the lot area, in square feet |
| In City | 40.00 | Plus charge for water used per current In City rate, \$10 minimum |
| Out of City | 50.00 | Plus charge for water used per current Out of City rate, \$10 minimum |
| Hydrant flow test (Per Code 13.08.030) | | |
| To perform hydrant flow tests | | |
| In City | 125.00 | Per request |
| Out of City | 160.00 | Per request |
| Fire flush and Fire pump test (Per Code 13.08.030) | | |
| To perform hydrant flow tests To perform meter tests on ¾" and 1" meters. | | |

FY 2025 Fee Schedule

| | | |
|---|--------|---|
| In City | 125.00 | Per request |
| Out of City | 160.00 | Per request |
| Meter tests (Per Code 13.08.030) | | |
| To perform meter tests on ¾" and 1" meters. | | |
| In City | 40.00 | Per request |
| Out of City | 50.00 | Per request |
| Water Meter/Tap Fee and Sewer Connection Fee (Per Code 13.02.070) | | |
| Water Meter/Tap Fee and Sewer Connection Fee if water and sewer services are installed by City forces. | * | The tap and connection fee amount is the actual cost of SPW labor and materials or per this schedule. |
| Water Tapping Fees - In City: | | |
| ¾ Water Meter | 3,850 | Per Connection |
| 1" Water Meter | 4,160 | Per Connection |
| 1 ½" Water Meter T-10 Meter | 5,810 | Per Connection |
| 2" Water Meter - T-10 Meter | 6,200 | Per Connection |
| 2" Water Meter - Tru Flo | 7,320 | Per Connection |
| Water Tapping Fees - Out of City | | |
| ¾ Water Meter | 4,810 | Per Connection |
| 1" Water Meter | 5,200 | Per Connection |
| 1 ½" Water Meter T-10 Meter | 7,265 | Per Connection |
| 2" Water Meter - T-10 Meter | 7,750 | Per Connection |
| 2" Water Meter - Tru Flo | 9,155 | Per Connection |
| Sanitary Sewer Tapping Fees - In City: | | |
| 6" Sewer Tap | 3,320 | Per Connection |
| 8" Sewer Tap | 3,380 | Per Connection |
| 6" or 8" Location & Drawing Fee | 45 | Per Connection |
| Sanitary Sewer Tapping Fees – Out of City | | |
| 6" Sewer Tap | 4,150 | Per Connection |
| 8" Sewer Tap | 4,225 | Per Connection |
| 6" or 8" Location & Drawing Fee | 60 | Per Connection |
| Water Meter and Setting Fee (Per Code 13.02.070) | | |
| Water meter setting fee for installation of water meter when tap is done by a contractor. Water meter fee is the cost of the meter. | | |
| Meter Setting Fees - In City: | | |
| ¾ Water Meter | 125 | Per Connection |
| 1" Water Meter | 125 | Per Connection |
| 1 ½" Water Meter | 150 | Per Connection |
| 2" Water Meter | 150 | Per Connection |
| <u>Larger than 2"</u> | 1,000 | Per Connection |
| Meter Setting Fees - Out of City | | |
| ¾ Water Meter | 175 | Per Connection |
| 1" Water Meter | 175 | Per Connection |
| 1 ½" Water Meter | 200 | Per Connection |
| 2" Water Meter | 200 | Per Connection |
| Larger than 2" | 1,250 | Per Connection |
| Meter Fees | | |
| ¾ Water Meter | 400 | |
| 1" Water Meter | 500 | |
| 1 ½" Water Meter | * | Determined by current market price of the meter |

FY 2025 Fee Schedule

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| 2" Water Meter | 1,200 | |
| Larger than 2" | * | Determined by current market price of the meter |

| Parking Violations, False Alarms, Infractions, Scofflaw, MPIA Fees (by the Police & Fire Departments) | | | |
|---|---------------------------------------|---|-------------------|
| Animal Control | 50-100 | | Police Department |
| | | | |
| MPIA Request Fees | | | Police Department |
| First two hours processing request | Waived | | |
| Work exceeding two hours, SPD will charge attorney hourly fee and hourly fee for Records Tech | 75 165 30 40 | Attorney hourly fee Records Tech Departmental Employee hourly fee | |
| Black and white copy of paper document and photographs | 0.25 | Per copy | |
| DVD Digital medium production | 15.00 | Per DVD unit produced | |
| | | | |
| False Police Alarms (Per Code 8.040.050) | | | Police Department |
| <i>based on number of incidents in calendar year</i> | | | |
| First 2 incidents | 0 | | |
| 3 rd incident | 50 | | |
| 4 th incident | 90 | | |
| Greater than 4 each incident | 130 | | |
| | | | |
| False Fire Alarms (Per Code 8.040.050) | | | Fire Department |
| <i>based on number of incidents in calendar year</i> | | | |
| First 2 incidents | 0 | | |
| 3 rd incident | 45 | | |
| 4 th incident | 90 | | |
| Greater than 4 each incident | 135 | | |
| | | | |
| Scofflaw | | | Police Department |
| Tow | 135 | | |
| Storage | 50 | | |
| Administrative Fee | 35 | | |
| Business Administrative Fee | 30 | | |
| | | | |

Parking Permits and Fees

| | UOM | 1-Jul-24 Rate | 1-Jul-24 Non-Profit Rate |
|--|--------------------|------------------------|-----------------------------|
| Parking Permits (Per Code 10.04.010) | | | |
| Lot #1 - lower lot by library | Monthly | 55.00 | 41.25 |
| Lot #4 - behind City Center | Monthly | 55.00 | 41.25 |
| Lot #5 - Market St. & Rt. 13 | Monthly | 50.00 55.00 | 37.50 41.25 |
| Lot #7 & 13 - off Garrettson Pl. | Monthly | 25.00 30.00 | 18.75 22.50 |
| Lot #9 - behind GOB | Monthly | 55.00 | 41.25 |
| Lot #10 - near State bldg/SAO | Monthly | 55.00 | 41.25 |
| Lot #11 - behind library | Monthly | 50.00 55.00 | 37.50 41.25 |
| Lot #12 - beside Market St. Inn | Monthly | 50.00 55.00 | 37.50 41.25 |
| Lot #15 - across from NAI Coastal | Monthly | 55.00 | 41.25 |
| Lot #16 - by Avery Hall | Monthly | 55.00 | 41.25 |

FY 2025 Fee Schedule

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|--|----------------|------------------------|------------------------|
| Lot #30 - by drawbridge | Monthly | 30.00 | 22.50 |
| Lot #33 - east of Brew River | Monthly | 30.00 | 22.50 |
| Lot #35 - west of Brew River | Monthly | 30.00 | 22.50 |
| Lot SPS - St. Peters St. | Monthly | 55.00 | 41.25 |
| E. Church St. | Monthly | 55.00 | 41.25 |
| W. Church St. | Monthly | 55.00 | 41.25 |
| Parking Garage | Monthly | 70.00 75.00 | 52.50 56.25 |
| Student Housing Bulk Permits (30 or more) | | 35.00 | |
| Transient Parking Options | | | |
| Parking Garage | Hourly | 2.00 | |
| Parking Meters Pay Stations | Hourly | 2.00 | |
| Pay Stations | | | |
| For hours 1-2 | Hourly | 2.00 | |
| For hour 3 with a 3 hour Maximum Parking Limit | Hourly | 3.00 | |
| Miscellaneous Charges (Per Code 10.04.010) | | | |
| Replacement Parking Permit Hang Tags | Per Hang Tag | 5.00 | |
| Parking Permit Late Payment Fee (+15 days +5 days) | Per Occurrence | 5.00 | |
| New Parking Garage Access Card | Per Card | 10.00 | |
| Replacement Parking Garage Access Card | Per Card | 10.00 | |

Fire Prevention Fees (by the Fire Department)

| | | | |
|---|----------------------|---|--|
| Plan review and Use & Occupancy Inspection | | | |
| <u>Basic Fee</u> – For all multi-family residential, commercial, industrial, and institutional occupancies. Including, but not limited to, new construction, tenant fit-out, remodeling, change in use and occupancy, and/or any other activity deemed appropriate by the City of Salisbury Department of Infrastructure and Development. | | 60% of the building permit fee; \$75 \$125 minimum (Not included – plan review and related inspection of specialized fire protection equipment as listed in the following sections) <u>A 10% (\$75 minimum, \$250 maximum) deposit is due at the time of submittal. The balance is due prior to issuing the Building Permit.</u> | |
| <u>Expedited Fees</u> – If the requesting party wants the plan review and inspection to be expedited, to be done within three business days | | 20 25% of the basic fee; \$500 300 minimum (This is in addition to the basic fee) | |
| <u>After</u> – Hours Inspection Fees. If the requesting party wants an after-city-business-hours inspection. | \$100 125 | Per hour/per inspector; 2 hours minimum | |
| Site/Development Plan Review Fee | | | |
| The review of site plans for all new commercial and industrial projects or new commercial, residential, or industrial developments. To ensure compliance with the Fire Prevention Code. | \$100 275 | Per submittal | |
| Fire Protection Permit Fees | | | |
| Fire Alarm & Detection Systems – Includes plan review and inspection of wiring, controls, alarm and detection equipment and related appurtenances needed to provide a complete system and the witnessing of one final acceptance test per system of the completed installation. | | | |
| • Fire Alarm System | \$100 | Per system | |
| • Fire Alarm Control Panel | \$75 | Per panel | |
| • Alarm Initiating Device | \$1.50 | Per device | |
| • Alarm Notification Device | \$1.50 | Per device | |
| • Fire Alarm Counter Permit | \$75 | For additions and alterations to existing systems involving 4 or less notification/initiating devices. | |
| Sprinkler, Water Spray and Combined Sprinkler & Standpipe Systems – Includes review of shop drawings, system inspection and witnessing of one hydrostatic test, and one final acceptance test per floor or system. | | | |
| • NFPA 13 & 13R | \$1.50 | Per sprinkler head; 150 minimum | |
| • NFPA 13D | 100 125 | Per Dwelling | |

FY 2025 Fee Schedule

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| <ul style="list-style-type: none"> Sprinkler Counter Permit | \$75 | For additions and alterations to existing systems involving less than 20 heads. |
| <p>Standpipe Systems – The fee applies to separate standpipe and hose systems installed in accordance with NFPA 14 standard for the installation of standpipe and hose systems as incorporated by reference in the State Fire Prevention Code (combined sprinkler systems and standpipe systems are included in the fee schedule prescribed for sprinkler systems) and applies to all piping associated with the standpipe system, including connection to a water supply, piping risers, laterals, Fire Department connection(s), dry or draft fire hydrants or suction connections, hose connections, piping joints and connections, and other related piping and appurtenances; includes plan review and inspection of all piping, control valves, connections and other related equipment and appurtenances needed to provide a complete system and the witnessing of one hydrostatic test, and one final acceptance test of the completed system.</p> | \$50 | Per 100 linear feet of piping or portion thereof; \$100 150 minimum |
| <p>Fire Pumps & Water Storage Tanks – The fees include plan review and inspection of pump and all associated valves, piping, controllers, driver and other related equipment and appurtenances needed to provide a complete system and the witnessing of one pump acceptance test of the completed installation. Limited service pumps for residential sprinkler systems as permitted for NFPA 13D systems and water storage tanks for NFPA 13D systems are exempt.</p> | | |
| <ul style="list-style-type: none"> Fire Pumps | \$.50 | Per gpm or rated pump capacity; \$125 150 minimum |
| <ul style="list-style-type: none"> Fire Protection Water Tank | \$75 | Per tank |
| <p>Gaseous and Chemical Extinguishing Systems – Applies to halon, carbon dioxide, dry chemical, wet chemical and other types of fixed automatic fire suppression systems which use a gas or chemical compound as the primary extinguishing agent. The fee includes plan review and inspection of all piping, controls, equipment and other appurtenances needed to provide a complete system in accordance with referenced NFPA standards and the witnessing of one performance or acceptance test per system of the completed installation.</p> | \$1.00 150 | Per pound of extinguishing agent; \$100 125 minimum; or \$150 per wet chemical extinguishing system – Per system |
| <ul style="list-style-type: none"> Gaseous and Chemical Extinguishing System Counter Permit | \$75 | To relocate system discharge heads |
| <p>Foam Systems – The fee applies to fixed extinguishing systems which use a foaming agent to control or extinguish a fire in a flammable liquid installation, aircraft hangar and other recognized applications. The fee includes plan review and inspection of piping, controls, nozzles, equipment and other related appurtenances needed to provide a complete system and the witnessing of one hydrostatic test and one final acceptance test of the completed installation.</p> | \$75 | Per nozzle or local applicator; plus \$1.50/ sprinkler head for combined sprinkler/foam system; \$100 150 minimum |
| <p>Smoke Control Systems – The fee applies to smoke exhaust systems, stair pressurization systems, smoke control systems and other recognized air-handling systems which are specifically designed to exhaust or control smoke or create pressure zones to minimize the hazard of smoke spread due to fire. The fee includes plan review and inspection of system components and the witnessing of one performance acceptance test of the complete installation.</p> | \$100 | Per 30,000 cubic feet of volume or portion thereof of protected or controlled space; \$200 minimum |

FY 2025 Fee Schedule

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|--|----------------------|---|
| Flammable and Combustible Liquid Storage Tanks – This includes review and one inspection of the tank and associated hardware, including dispensing equipment. Tanks used to provide fuel or heat or other utility services to a building are exempt. | \$.01 | Per gallon of the maximum tank capacity; 100 150 minimum |
| Emergency Generators – Emergency generators that are a part of the fire/life safety system of a building or structure. Includes the review of the proposed use of the generator, fuel supply and witnessing one performance evaluation test. | \$100 150 | |
| Permit Reinspection and Retest Fees | | |
| • 1 st Reinspection and Retest Fees | \$75 | |
| • 2 nd Reinspection and Retest Fees | \$150 | |
| • 3 rd and Subsequent Reinspection and Retest Fees | \$200 | |
| Fire Pump or Hydrant Flow Test – to perform any hydrant or fire pump flow test utilizing City water. | | |
| In-City Fee | \$125 | |
| Out-of-City Fee | \$160 | |
| Fire Service Water Mains and their Appurtenances – The fee includes the plan review and witnessing one hydrostatic test and one flush of private fire service mains and their appurtenance installed in accordance with NFPA 24: Standard for the Installation of Private Fire Service Mains and Their Appurtenances | \$100 | per 100 linear feet or portion thereof; plus \$50 per hydrant; \$150 minimum |
| Consultation Fees – Fees for consultation technical assistance. | \$75 | Per hour |
| Fire-safety Inspections. The following fees are not intended to be applied to inspections conducted in response to a specific complaint of an alleged Fire Code violation by an individual or governmental agency | | |
| Assembly Occupancies (including outdoor festivals): | | |
| • Class A (>1000 persons) | \$300 350 | |
| • Class B (301 – 1000 persons) | \$200 235 | |
| • Class C (51 – 300 persons) | \$100 125 | |
| • Fairgrounds (<= 9 buildings) | \$200 250 | |
| • Fairgrounds (>= 10 buildings) | \$400 450 | |
| • Recalculation of Occupant Load | \$75 100 | |
| • Replacement or duplicate Certificate | \$25 | |
| Education Occupancies: | | |
| • Elementary School (includes kindergarten and Pre-K) | \$100 | |
| • Middle, Junior, and Senior High Schools | \$150 | |
| • Family and Group Day-Care Homes | \$75 | |
| • Nursery or Day-Care Centers | \$100 | |
| Health Care Occupancies: | | |
| • Ambulatory Health Care Centers | \$150 175 | Per 3,000 sq.ft. or portion thereof |
| • Hospitals, Nursing Homes, Limited-Care Facilities, Domiciliary Care Homes | \$100 150 | Per building; plus \$2.00/patient bed |
| • Detention and Correctional Occupancies | \$100 150 | Per building; plus \$2.00/bed |
| Residential: | | |
| • Hotels and Motels | \$75 100 | Per building; plus \$2.00/guest room |
| • Dormitories | \$2 | Per bed; \$75 100 minimum |
| • Apartments | \$2 150 | Per apartment building; plus \$2.00 per dwelling unit; \$75 200 minimum |
| • Lodging or Rooming House | \$75 125 | Plus \$2.00/bed |
| • Board and Care Home | \$100 125 | Per building; plus \$2.00/bed |
| Mercantile Occupancies: | | |

FY 2025 Fee Schedule

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|--|----------------------|---|
| • Class A (> 30,000 sq.ft.) | \$200 250 | |
| • Class B (3,000 sq.ft. – 30,000 sq.ft.) | \$100 150 | |
| • Class C (< 3,000 sq.ft.) | \$75 100 | |
| Business Occupancies | \$75 100 | Per 3,000 sq.ft. or portion thereof |
| Industrial or Storage Occupancies: | | |
| • Low or Ordinary Hazard | \$75 100 | Per 5,000 square feet or portion thereof |
| • High-Hazard | \$100 175 | Per 5,000 square feet or portion thereof |
| Common Areas of Multitenant Occupancies (i.e., shopping centers, high-rises, etc.) | \$45 55 | Per 10,000 sq.ft. or portion thereof |
| Outside Storage of Combustible Materials (scrap tires, tree stumps, lumber, etc.) | \$100 150 | Per acre or portion thereof |
| Outside Storage of Flammable or Combustible Liquids (drums, tanks, etc.) | \$100 150 | Per 5,000 sq.ft. or portion thereof |
| Marinas and Piers | \$100 150 | Per facility; plus \$1.00/slip |
| Mobile Vendor | \$35 55 | Plus \$.56/mile for inspections outside of the City of Salisbury |
| Sidewalk Café | \$35 55 | If not part of an occupancy inspection |
| Unclassified Inspection | \$75 100 | Per hour or portion thereof |
| <u>Fire Safety</u> Reinspection: If more than one reinspection is required to assure that a previously identified Fire Code violation is corrected | | |
| • 2 nd Reinspection | \$100 125 | |
| • 3 rd Reinspection | \$250 200 | |
| • 4 th and Subsequent | \$500 275 | |
| Fire Protection Water Supply Fees | | |
| Witnessing Fire Main Flush | \$75 | |
| Witness Underground Water Main Hydrostatic Tests | \$75 | |
| Fireworks Permit | | |
| Firework Display - Includes plan review and associated inspections for any firework display. | \$250 450 | |
| Sale of Consumer Fireworks | | |
| Stand-alone tent, stand or other commercial space predominately utilized for the sale of consumer fireworks | \$250 | |
| Other commercial space predominately utilized for the sale of goods other than consumer fireworks | \$125 | |
| Fire Report Fees | | |
| Third Party Fire Protection Report Processing Fee | \$25 | Per submittal – Collected by the third-party data collection agency/company |
| <u>Operational Fire Report</u> | <u>\$25</u> | <u>To provide hard or electronic copies of operational fire reports</u> |