

**ORDINANCE NO. 2937**

**AN ORDINANCE OF THE CITY OF SALISBURY, MARYLAND TO SET FEES FOR FY 2026 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 2026 Budget of the City of Salisbury; and

**WHEREAS**, the fee amounts set forth in the "FY 2026 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 2026, in accordance with the adoption of the Fiscal Year 2026 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 2026 Fee Schedule (the "**FY26 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 FY26 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.

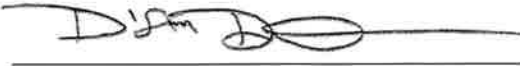
**Section 5.** This Ordinance shall become effective as of July 1, 2025.

**THIS ORDINANCE** was introduced and read at a Meeting of the Mayor and Council of the City of Salisbury held on the 12 day of May, 2025 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 9 day of June, 2025.

ATTEST:

  
\_\_\_\_\_  
Julie A. English, City Clerk

  
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D'Shawn M. Doughty,  
City Council President

APPROVED BY ME THIS 23 day of June, 2025.

  
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Randolph J. Taylor, Mayor

## FY2026 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	
60-10 Machines	665	Per year	
11-15 Machines	830	Per year	
Greater than 15 machines	1500	Per year	
Billboard License	.55	Per year, per square foot	Finance
Transient Merchants and Mobile Vendors		Per Code 5.32.070	Arts, Business, & Culture
New Application	100		
Renewal	50	Per year	
Hotel License	50	Per Code 5.68.060	Arts, Business, & Culture
Fortune Telling License	100		Arts, Business, & Culture
Door to Door Solicitors	100	Per year, plus cost of background check, 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		Per Code 5.64.030	Police Dept
Application Fee	80		
License	80		

Rental Fees (Arts, Business, & Culture Department) *moved from Field Operations			
Outdoor Rental Space			
Park Pavilion (without restrooms)	75		Per day
Park Pavilion (with restrooms)	100		Per day
Amphitheater	175		Per day
Riverwalk Games Park	175		Per day
Unity Square	250		Per day
Street	100		Per day
Additional Street	50		Per day
City Park, designated park area or amenity not listed	50		Per day
Ball field/Basketball or Tennis Court without lights	10		Per hour

Ball field/Basketball or Tennis Court with lights	40	Per hour
5K Race	150	Per day
Personnel for Rentals		
Site Supervisor	30	Per hour
Maintenance Labor	25	Per hour
Security/Police/EMS/FIRE	60	Per person, Per hour (3 hours minimum)
Supplies & Equipment Rental		
Maintenance supplies (as required)	Varies	
Sports Equipment	Varies	
Additional trashcans—Events over 200 people require additional trashcans, recycle or compost bin, and a recycling plan	10	Per container
Traffic Control		
Hard stop dump truck/other	100	Per day
Digital Message Board	100	Per day
Street Barricades	10	Each per day
Cones	1	Each per day
Traffic Control Sign	10	Each per day
<u>Zoo</u>		
<u>Holly Circle Stage</u>	<u>100</u>	<u>Per day during operating hours</u>
<u>Education Center</u>	<u>200</u>	<u>Per day during operating hours</u>
<u>Lawn/Stage/Pavilion</u>	<u>250</u>	<u>Per day during operating hours</u>
<u>Whole Zoo (November-March)</u>	<u>800</u>	<u>Per day (closed to the public)</u>
<u>Whole Zoo (April-October)</u>	<u>1500</u>	<u>Per day (closed to the public)</u>
<u>Electrical Labor</u>	<u>50</u>	<u>Per hour</u>
<u>Electric—Single 110v outlet</u>	<u>25</u>	<u>Each</u>
<u>Electric—Single 20 amp or above</u>	<u>100</u>	<u>Each</u>
<u>Special exemption fee</u>	<u>25</u>	<u>Per special exemption</u>

<b>Miscellaneous Fees (Arts, Business &amp; Culture Department) *formerly Business Development</b>		
Food Truck Pad Rental	50	Per month
Trolley		
Private event or for-profit business	150	Per hour
Non-profit or government entity	125	Per hour

<b>Miscellaneous Fees (Finance)</b>		
Return Check Fee	40	

<b>MPIA Request (All Departments except Fire &amp; Police)</b>		
First two hours processing request	waived	
Work exceeding two hours to process request		
Attorney fee (if applicable)	165-175	Per hour
City staff fee	Varies	

<b>Miscellaneous Fees (City Clerk)</b>		
Circus or Horsemanship event	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 license
Filing Fee (Mayoral Candidates)	25	SC6-8
Filing Fee (City Council Candidates)	15	SC6-8
Bankruptcy, Fire, and Closeout sales		Per Code 5.16.010
Initial fee	5	Per month
Renewal fee	50	Per month

Miscellaneous Fees (Mayor's Office) *moved from Clerk's Office		
Financial Disclosure Statement Late Fee		Per Code 1.12.060
5 days or less late	20	Per day
Over 5 days late	10	Per day (\$250 max)

Landlord License, Rental Registration, and Other Miscellaneous Fees (Housing and Community Development Department)		
Landlord License Fee (1 <sup>st</sup> Year)		Per code 15.26.050
If paid within 60 days	120	
If paid between 61-150 days	185	
If paid after 150 days	315	
Landlord License Rental Unit Registration (1 <sup>st</sup> Year)		Per code 15.26.040
If paid within 60 days	120	Per unit
If paid between 61-150 days	185	Per unit
If paid after 150 days	315	Per unit
Landlord License Fee Renewal		Per code 15.26.060
If paid by March 1	75	Per year
If paid March 2-July 1	140	Per year
If paid after July 1	270	Per year
Landlord License Rental Unit Registration Renewal		Per Code 15.026.060
If paid by March 1	75	Per unit, per year
If paid March 2-July 1	140	Per unit, per year
If paid after July 1	270	Per unit, per year
Short Term Landlord License Fee 1 <sup>st</sup> Year		Per code 15.26.041
If paid within 60 days	120	
If paid between 61-150 days	185	
If paid after 150 days	315	
Short Term Rental Unit Registration		Per code 15.26.041
If paid within 60 days	120	Per unit
If paid between 61-150 days	185	Per unit
If paid after 150 days	315	Per unit
Short Term Landlord License Fee Renewal		Per code 15.26.041
If paid by March 1	75	Per year
If paid March 2-July 1	140	Per year
If paid after July 1	270	Per year
Short Term Rental Unit Renewal		Per code 15.26.041
If paid by March 1	250 75	Per unit, per year
If paid March 2-July 1	490 140	Per unit, per year
If paid after July 1	970 270	Per unit, per year
Administrative fee for fines	100	
Foreclosed Property Registration	200	Per code 15.21.040
Re-Inspection fee	100	Per citation, Per code 15.27.030

<b>Appeal Procedure Fees (Housing &amp; Community Development Department)</b>		
Title 8—Health & Safety Code Appeal	200	Per appeal, plus advertising cost if required
Title 12—Streets, Sidewalks, & Public Places Code Appeal	200	Per appeal, plus advertising cost if required
Title 15.22—Vacant Buildings Code Appeal	250	Per appeal, plus advertising cost if required
Title 15.26—Rental Registration	250	Per appeal, plus advertising cost if required
Title 15.27—Chronic Nuisance Property	250	Per appeal, plus advertising cost if required
Title 15.24.280—Condemnation	250	Per appeal, plus advertising cost if required
Title 15.24.325—Plan for Rehabilitation	250	Per appeal, plus advertising cost if required
Title 15.24.350—Failure to Comply with Demolition Order	250	Per appeal, plus advertising cost if required
Title 15.24.950—Occupancy	250	Per appeal, plus advertising cost if required
Title 15.24.1640—Order to Reduce Occupancy	250	Per appeal, plus advertising cost if required
Title 17—All requests for variances, special exceptions, and other zoning appeals	150	Per appeal/application, plus advertising cost if required
All other appeals/applications to the Board of Appeals	150	Per appeal/application, plus advertising cost if required

<b>Rental Fees (Housing &amp; Community Development Department)</b>		
Community Centers		
Truitt Community Center--gymnasium	35	Per hour
Truitt Community Center—multi-purpose field	10	Per hour
Newton Community Center—whole building	40	Per hour
<u>Newton Community Center—community room</u>	<u>20</u>	<u>Per hour</u>
<u>Newton Community Center—room 1</u>	<u>10</u>	<u>Per hour</u>
<u>Newton Community Center—room 2</u>	<u>10</u>	<u>Per hour</u>

<b>Vacant Building Fees (Housing &amp; Community Development Department)</b>		
Residential Vacant Building Registration	200	Per building, per code 15.22.040
Residential Vacant Building Inspection	100	Per year, per code 15.22.040
Residential Vacant Building Registration Renewal	200	Per year, per building, per code 15.22.040
Non-residential Vacant Building and Non-residential Vacant Lot Registration	500	Per building, per code 15.22.040
Non-residential Vacant Building Inspection	150	Per year, per code 15.22.040
Non-residential Vacant Building Registration Renewal	500	Per year, per building, per code 15.22.040

<b>Waste Disposal Fees (Field Operations)</b>		
Trash Service	<del>73</del> 77	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

<b>Miscellaneous Fees (Field Operations)</b>		
Ceremonial Street Sign	250	Per sign

<b>Port of Salisbury Marina Fees (Field Operations)</b>
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Transient		
Slip fees based on size of vessel	1.05	Per foot, per day
Electric 30-amp service	6	Per day
Electric 50-amp service	12	Per day
Slip Rental—Monthly (Fees based on size of vessel)		
October-April	4.75	Per foot + electric
May-September	6.50	Per foot + electric
Slip Rental—Annual (annual rates are paid upfront, electric is billed monthly)		
Boats up to and including 30 feet long	1,450	Per year + electric
Boats more than 30 feet long	56	Per foot + electric
Fuel	.50	More per gallon than the City's cost per gallon purchase price
Electric Service (Fees per meter)		
Electric 30-amp service	36	Per month
Electric 50-amp service	60	Per month

Parking Permits and Fees (Field Operations)			
Parking Permits	Regular Rate	Non-Profit Rate	Per code 10.04.010
Lot 1—lower lot by library	55	41.25	Per month
Lot 4—behind City Center	55	41.25	Per month
Lot 5—Market St. & Rt. 13	55	41.25	Per month
Lot 7 & 13—off Garrettson Pl	<del>30</del> 35	<del>22.50</del> 26.25	Per month
Lot 10—near state building	55	41.25	Per month
Lot 11—behind library	55	41.25	Per month
Lot 12—beside Market St. Inn	55	41.25	Per month
Lot 16—by Avery Hall	55	41.25	Per month
Lot 30—by drawbridge	<del>30</del> 35	<del>22.50</del> 26.25	Per month
Lot 33—east of Brew River	<del>30</del> 35	<del>22.50</del> 26.25	Per month
Lot 35—west of Brew River	<del>30</del> 35	<del>22.50</del> 26.25	Per month
Lot SPS—St. Peters St.	55	41.25	Per month
E. Church St.	55	41.25	Per month
W. Church St.	55	41.25	Per month
Parking Garage	75	56.25	Per month
Student Housing Bulk Permits (30 or more)	35	-	Per month
Transient Parking			
Parking Garage	2		Per hour
<u>Parking Garage</u>	<u>10</u>		<u>Per day</u>
<u>—Pay Stations</u>	<u>2</u>		<u>Per hour</u>
<u>Automated Delinquent Notice</u>			
<u>Initial delinquent notice</u>	<u>1</u>		<u>Per notice + citation fee</u>
<u>30-day delinquent notice</u>	<u>1</u>		<u>Per notice + citation fee</u>
<u>60-day delinquent notice</u>	<u>1</u>		<u>Per notice + citation fee</u>

<u>Automated Out of State Lookup</u>	<u>1</u>	<u>Per citation + 2.50 + any additional delinquent fees</u>
<u>Delinquent Notice</u>		
<u>30-day</u>	<u>25</u>	<u>Per notice</u>
<u>60-day</u>	<u>50</u>	<u>Per notice</u>
<u>Failure to Pay</u>	<u>20</u>	<u>Per citation</u>
<u>Miscellaneous Charges</u>		<u>Per code 40.04.010</u>
— <u>Replacement parking permit hang tag</u>	<u>5</u>	<u>Per tag</u>
— <u>Parking Permit late payment fee (+5 days)</u>	<u>5</u>	<u>Per occurrence</u>
— <u>New parking garage access card</u>	<u>10</u>	<u>Per card</u>
— <u>Replacement parking garage access card</u>	<u>10</u>	<u>Per card</u>

<b>Miscellaneous Water/Sewer Fees (Water Works)</b>		
Water & Sewer Admin Fee (Late Charge)	50	Per occurrence, per code 13.08.040
Water Turn-On	80	Per occurrence, per code 13.08.040
Water Turn-On (after hours)	50	Per occurrence, per code 13.08.040
Water Meter Read	<del>20</del> 25	Per request, per code 13.08.030
Fire Service	746	Per year for each property, per code 13.08.050
Meter Test		
In City limits	40	Per request, per code 13.08.030
Outside City limits	50	Per request, per code 13.08.030
Water & Sewer Services		See Water Sewer Rate Ordinance, per code 13.08.130-13.12.090

<b>Waste Water Treatment Plant Program Fees (Water Works)</b>		
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 <sup>3</sup> 5,000 gpd or hospitals, campus	2,030	7 units
IIA-2 discharges flow <sup>3</sup> 5,000 gpd or light industry, hotels	1,450	5 units
IIB discharges flow <sup>3</sup> 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 <sup>3</sup> 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 for calendar year.</i>		

<b>Meter, Hydrant &amp; Tap Fees (Water Works)</b>		
Temporary Connection to Fire Hydrant		Per code 13.08.120
Providing temporary/construction meter on a fire hydrant using City water	64.50	Per linear foot based on the area of the property and is the square root of the lot area, in sq. feet
In-City	40	Plus charge for water used per current in-City rate (\$10 minimum)



Out-of-City	50	Plus charge for water used per current out-of-City rate (\$10 minimum)
Hydrant Flow Test		Per code 13.08.030
In-City	125	Per request
Out-of-City	160	Per request
Fire Flush and Fire Pump Test (to perform hydrant flow tests and meter tests on ¾" and 1" meters)		Per code 13.08.030
In-City	125	Per request
Out-of-City	160	Per request
Meter Tests (to perform tests on ¾" and 1" meters)		Per Code 13.08.030
In-City	40	Per request
Out-of-City	50	Per request
Water Meter/Tap Fee & Sewer Connection Fee (if water and sewer services are installed by the City) Tap and connection fee amount is the actual cost of SPW labor and materials or per this fee schedule.		Per code 13.02.070
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 (Water meter setting fee for installation of water meter when the tap is done by a contractor. Water meter fee is the cost of the meter.		Per Code 13.02.070
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
Larger than 2" water meter	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" water meter	1,250	Per connection
Meter Fees		
¾" water meter	400	
1" water meter	500	
1 ½" water meter	*	Determined by current market price of meter
2" water meter	1,200	
Larger than 2" water meter	*	Determined by current market price of meter

Building Fees (Department of Infrastructure & Development)		
Building Plan Review Fees (residential, commercial, accessory)		Per code 15.04.030
<i>Fees based on cost of construction:</i>		
Up to \$3,000	50	Per plan
\$3,001 to \$100,000	90	Per plan
\$100,001 to \$500,000	250	Per plan
\$500,001 to 1,000,000	300	Per plan
\$1,000,001 and up	375	Per plan
Building Permit Fees (residential, commercial, accessory, fence)		Per code 15.04.030
<i>Fees based on cost of construction:</i>		
Up to \$3,000	50	Per permit
\$3,001-\$100,000	60	Per permit + (.0175 * cost of construction)
\$100,001-\$500,000	1,300	Per permit + \$10 for each \$1,000 over \$100,000
\$500,001 to \$100,000,000	4,900	Per permit + \$9 for each \$1,000 over \$500,000
\$100,001 and up	8,500	Per permit + \$7 for each \$1,000 over \$1,000,000
Other Building Fees		
Historic District Commission application	150	Per application
Board of Appeals application	150	Per application + 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	50	Set by Ordinance 2106, per code 12.36.020

Sign	50	Per sign + \$1.50 per sq. ft. per code 17.216.238
Temporary sign	25	Per month, per code 17.216.238
Temporary 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 letter, per code 17.12.040
Re-inspection fee	50	More than two of any required inspection, per code 15.04.030
Adult entertainment permit application	100	Per code 17.166.020
Outdoor advertising structure fee	.50	Per square foot of sign surface area, per code 17.216.240
Notice of appeal/Sidewalk sign standard violation	100	Per appeal/violation, per code 12..40.040
Reconnection fee—renew temporary certificate of occupancy	25	Per code 13.08.100
Administrative fee—renew temporary certificate of occupancy	100	Per renewal
<b>Annexation Fees</b>		
For the first partial of one (1) acre	5,000	Per annexation + legal, planning, consulting, and other related administrative fees
Additional partial of full acre(s)	500	Per acre (no proration)
City attorney review	<del>165</del> 175	Per hour
City staff review	<u>Varies</u>	<u>Per hour</u>
<b>Planning Commission Fees</b>		
Comprehensive Development Plan review—non-residential	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	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 per unit/acre. Subsequent submittals, which generate additional comments, may be charged an additional \$250.
Paleo Channel/Well-head Protection Site Plan review	100	Per review
Re-zoning	500	+ \$15/acre and advertising costs
Text amendment	500	Per amendment + advertising costs
Critical Area Program		Ordinance 2578

Certificate of Compliance		Per code 12.20.110
Building permit	75	Per permit, Activities exempt per code 12.20.110f
Subdivision	200	In addition to standard fee
Site plans/Certificate of Design/Comprehensive Development Plan	100	In addition to standard fee
Re-subdivision	100	In addition to standard fee
Fee-In-Lieu	1.50	Per sq. ft. of mitigation area, per code 12.20.540
License to Encumber Program Fees		
Application—Installation of service line	75	Per application--\$25 per additional service line in project area, defined as ¼ mile radius from primary address
Application—Large boring project	125	Per application—includes up to 500 linear feet. \$50 for additional 250 linear feet above initial
Application—Large Open/Cut	250	Per application--Includes up to 500 linear feet. \$100 for additional 250 linear feet above initial
Application—Micro-Trenching Project	125	Per application--Includes up to 500 linear feet. \$50 additional 250 linear feet above initial
Application—Installation of new utility pole (excluding small cell facilities)	500	Per application
Application—Underground utility project replacing overhead utilities and removing utility poles	Waived	
License to Encumber Program Fees—Small Wireless Facilities		Ordinance No. 2580
Application	500	Per application--For up to five (5) small wireless facilities
Application—additional facilities	100	Per application—For each additional small wireless facility addressed in the application beyond initial five
Access to Right of Way	1000	Per each new small wireless facility pole
Annual fee for access to Right of Way	270	Per year, per each small wireless facility after year 1
Stormwater Utility		Ordinance No. 2306
Fee to maintain City stormwater facilities	30	Per year per Equivalent Residential Unit
Storm Water Utility Credit Application		Ordinance No. 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 ways	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 replace in project area
Excavate street or sidewalk to 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/day over 30 days
Lane closure (including bike lanes)	100	\$10/day over 30 days
Street closure	250	\$25/day over 30 days
Street closure for block party or community event		Fee under ABCD—Outdoor Rental
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	3710	Per Equivalent Dwelling Unit (water—\$1925 and sewer--\$1785)
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	Varies	Fee amount is project dependent. Infrastructure Reimbursement Fee is the prorated share of the cost of water and sewer mains based on a 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	Varies	.1 percent of the Infrastructure Reimbursement Fee
Development Plan Review		
Development plans may consist of but are not limited to the following: stormwater management, grading, landscaping, lighting, site layout, traffic control, and utilities		
Fee for review of development plans	2000	Plus \$50/disturbed acre. Subsequent submittals, which generate additional comments may be charged an additional \$1000.
<u>Fee for 2-year extension of approved development plan</u>	<u>Varies</u>	<u>10% of the original development plan fee</u>
Third party review fee (outsourced)	160	Per hour. Subsequent submittals, which generate additional comments may be charged an additional \$160/hour.
Fee for review of development plans exempt from stormwater management under code 13.28.040(b)(3)	400	Per development plan
Water and Sewer Inspection Fee		Per Resolution No. 1341
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 or less pages		Per Circuit Court Fee Schedule
For 10 or more pages		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		Per Ordinance No. 1536
Fee for subdivision review	200	
Re-subdivision Review Fee		Per Ordinance No. 1536
Fee for re-subdivision review	200	
Administrative fees for Connection Fee payment plans		Per Resolution No. 2029

Administrative fee for Connection Fee payment plans	25	
Maps and Copying Fees		
Black and white photocopying (small format)	.25	Per sq. ft.
Black and white photocopying (large format)	.50	Per sq. ft.
Color photocopying (small format)	1	Per sq. ft.
Color photocopying (large format)	2	Per sq. ft.

False Alarms, Infractions, Scofflaw, MPIA Fees (Fire and Police Departments)			
Animal Control			Police Department
First incident	100	Per incident	
2 <sup>nd</sup> incident	250	Per incident	
3 <sup>rd</sup> or more incidents	500	Per incident	
MPIA Requests			Police Department
First two hours processing request	Waived		
Work exceeding two hours			
Attorney Fee	<del>165</del> 175	Per hour	
<del>Records Tech</del> City staff	40	Per hour	
Black and white copy of documents	.25	Per copy	
Digital medium production	15	Per unit produced	
False Police Alarms		Per code 8.040.050	Police Department
<i>Based on number of incidents/calendar year</i>			
First 2 incidents	0	Per incident	
3 <sup>rd</sup> incident	50	Per incident	
4 <sup>th</sup> incident	90	Per incident	
5 <sup>th</sup> or more incidents	130	Per incident	
False Fire Alarms		Per code 8.040.050	Fire Department
<i>Based on number of incidents/calendar year</i>			
First 2 incidents	0	Per incident	
3 <sup>rd</sup> incident	<del>45</del> 50	Per incident	
4 <sup>th</sup> incident	<del>90</del> 100	Per incident	
5 <sup>th</sup> or more incidents	<del>135</del> 150	Per incident	
Scofflaw			Police Department
Tow	135		
Storage	50		
Administrative fee	35		
Business administrative fee	30		

Towing Fees		
Maximum Towing and Storage Fees (vehicles up to 10,000 GVW)		
Police directed accident tow	425	
Disabled vehicle tow	<del>135</del> 150	
Emergency relocation tow (up to 2 miles)	<del>100</del> 150	Per code 5.64.100
Impound vehicle tow	<del>135</del> 150	
Standby/wait time (billed in 15-minute increments only after 16-minute wait)	75	Per hour
Winching (applies to vehicles that require righting, lifting, or returning to roadway from more than 20 feet off of roadway. Does not include pulling vehicle on to a rollback type truck. Billed in 15-minute increments)	110	Per hour



<u>Additional Clean Up and Labor (approval of Chief of Police designee required prior to charging)</u>	<u>75</u>	<u>Per hour (billed in 15-minute increments after first 15 minutes)</u>
Storage—Beginning at 12:01 am following the tow (includes vehicles stored at a facility under the control of and billed by the City of Salisbury)	50	Per calendar day or portion thereof, per code 5.64.120
Administrative fees (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 defined as Monday-Friday, 9 am-6 pm.	55	

EMS Services		
	Resident	Non-Resident
BLS Base Rate	<del>950</del> 1000	<del>1050</del> 1100
ALS1 Emergency Rate	<del>1100</del> 1500	<del>1200</del> 1600
ALS2 Emergency Rate	<del>1300</del> 1900	<del>1400</del> 2000
Mileage (per mile)	<del>19</del> 21	<del>19</del> 21
Oxygen	Bundle	Bundle
Spinal immobilization	Bundle	Bundle
BLS on-scene care	250	300
ALS on-scene care	550	650

Fire Prevention Fees		
<b>Plan Review and Use &amp; Occupancy Inspection</b>		
Basic Fee—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 & Development	60% of building permit fee \$125 minimum (not included—plan review and related inspection of specialized fire protection equipment as listed in the following sections) A 10% (\$75 minimum, \$250 maximum) deposit due at the time of submittal. The balance is due prior to issuing a building permit.	
Expedited Fee—If the requesting party wants the plan review and inspection to be expedited (done within 3 business days)	25% of the basic fee \$300 minimum (in addition to the basic fee)	
After-Hours Inspection Fee—If the requesting party wants an after-City business hours inspection	125 per hour	
Request for information (RFI) Supplemental Instructions (SI) Review Fee—If it is determined by the Fire Marshal's Office staff that field approval of an RFI or SI is impractical and involves an amendment to the construction documents	85 per submittal	
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.	275 per submittal	
<b>Fire Protection Permit Fees</b>		
<b>Fire Alarm &amp; Detection Systems</b> —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
<b>Sprinkler, Water Spray and Combined Sprinkler &amp; Standpipe Systems</b> —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	125	Per dwelling
Sprinkler Counter Permit	75	For additions and alterations to existing systems involving less than 20 heads
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 connections(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, connection 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.	50	Per linear feet of piping of portion thereof (\$150 minimum)
<b>Fire Pumps &amp; Water Storage Tanks</b> —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.		
Fire Pumps	.50	Per gpm or rated pump capacity (\$150 minimum)
Fire Protection Water Tank	75	Per tank
<b>Gaseous and Chemical Extinguishing Systems</b> —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.	150	Per system
Gas and Chemical Extinguishing System Counter Permit	75	To relocate system discharge heads
<b>Foam System</b> —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	75	Per nozzle or local applicator; plus \$1.50/sprinkler head for combined sprinkler/foam system (\$150 minimum)

needed to provide a complete system and the witnessing of one hydrostatic test and one final acceptance test of the completed installation		
<b>Smoke Control Systems</b> —This 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.	100	Per 30,000 cubic feet of volume or portion thereof or protected of controlled space (\$200 minimum)
<b>Flammable and Combustible Liquid Storage Tanks</b> —This includes review and one inspection of the tank and associated hardware, including dispensing equipment. Tanks used to provide fuel or heat of other utility services to a building are exempt.	.01	Per gallon of the maximum tank capacity (\$150 minimum)
<b>Emergency Generators</b> —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.	150	
<b>Permit Reinspection and Retest Fees</b>		
1 <sup>st</sup> Reinspection and retest	75	
2 <sup>nd</sup> Reinspection and retest	150	
3 <sup>rd</sup> and subsequent reinspection and retest	200	
<b>Fire Pump or Hydrant Flow Test</b> —to perform any hydrant or fire pump flow test utilizing City water		
In-City	125	
Out-of-City	160	
<b>Fire Service Water Mains and their Appurtenances</b> —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 linear feet or portion thereof; plus \$50/hydrant (\$150 minimum)
<b>Permit Reinspection and Retest Fees</b>		
1 <sup>st</sup> Reinspection or retest	75	
2 <sup>nd</sup> Reinspection or retest	150	
3 <sup>rd</sup> and subsequent reinspection or retest	200	
<b>Consultation Fees</b> —fees for technical assistance consultation	75	Per hour
<b>Fire Safety Inspection</b> —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		
<b>Assembly Occupancies</b> (including outdoor festivals)		
Class A (>1000 persons)	350	
Class B (301-1000 persons)	235	
Class C (51-300 persons)	125	
Fairgrounds (≤ 9 buildings)	250	
Fairgrounds (≥ 10 buildings)	450	
Recalculation of occupant load	100	
Replacement or duplicate certificate	25	

Education Occupancies		
Elementary School (includes pre-K and 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	175	Per 3,000 sq. ft. or portion thereof
Hospitals, Nursing Homes, Limited Care Facilities, Domiciliary Care Homes	150	Per building plus \$2/patient bed
Detention and Correctional Occupancies	150	Per building plus \$2/bed
Residential		
Hotels and Motels	100	Per building plus \$/guest room
Dormitories	2	Per bed (100 minimum)
Apartments	150	Per building plus \$2/dwelling unit (200 minimum)
Lodging or Rooming House	125	Plus \$2/bed
Board of Care Home	125	Per building plus \$2/bed
Mercantile Occupancies		
Class A (> 30,000 sq. ft.)	250	
Class B (3,000 sq. ft. -30,000 sq. ft.)	150	
Class C (< 3,000 sq. ft.)	100	
Business Occupancies	100	Per 3,000 sq. ft. or portion thereof
Industrial or Storage Occupancies		
Low or Ordinary Hazard	100	Per 5,000 sq. ft. or portion thereof
High-Hazard	175	Per 5,000 sq. ft. or portion thereof
Common Areas of Multi-tenant Occupancies (i.e., shopping centers, high-rises, etc.)	55	Per 10,000 sq. ft. or portion thereof
Outside Storage of Combustible Materials (scrap tires, tree stumps, lumber, etc.)	150	Per acre or portion thereof
Outside storage of Flammable or Combustible Liquids (drums, tanks, etc.)	150	Per 5,000 sq. ft. or portion thereof
Marinas and Piers	150	Per facility plus \$1/slip
Mobile Vendor	55	Plus .56/mile for inspections outside of the City of Salisbury
Sidewalk Café	55	If not part of an occupancy inspection
Unclassified Inspection	100	Per hour or portion thereof
Fire Safety Reinspection—If more than one reinspection is required to assure that a previously identified Fire Code violation is corrected		
2 <sup>nd</sup> reinspection	125	
3 <sup>rd</sup> reinspection	200	
4 <sup>th</sup> and subsequent reinspection	275	

<u>High Rise Inspection</u>	<u>75</u>	<u>Plus the fee based on occupancy from above</u>
<u>Fire Safety Reinspection—If more than one reinspection is required to assure that a previously identified Fire Code violation is corrected</u>		
<u>2<sup>nd</sup> reinspection</u>	<u>125</u>	
<u>3<sup>rd</sup> reinspection</u>	<u>200</u>	
<u>4<sup>th</sup> and subsequent reinspection</u>	<u>275</u>	

Fire Protection Water Supply Fees		
Witnessing Fire Main Flush	75	
Witness Underground Water Main Hydrostatic Tests	75	
Fireworks Permit		
Fireworks Display—including plan review and associated inspections for any fireworks display	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 predominantly utilized for the sale of goods other than consumer fireworks	125	
Hazardous Materials Use Permit		
<u>Light Use Facility—required for any substance, in accordance with Section 1.12.8 of NFPA 1: Fire Code, that does not otherwise require a General Use Facility or High Use Facility permit</u>		
Initial Registration Fee	150	
Annual Registration Fee	100	Per year
Seasonal Pools Annual Registration	50	Per year when open less than 120 consecutive days/year
<u>Pools</u>	100	Per year when open more than 129 consecutive days/year
<u>General Use Facility—required for extremely hazardous substances, as defined by 40 CFR part 355, that have a Threshold Planning Quantity (TPQ) of 10 pounds or less, that do not otherwise require a High Use Facility Permit</u>		
Initial Registration Fee	300	
Annual Registration Fee	200	
Seasonal Pools Annual Registration	100	Per year when open less than 120 consecutive days/year
Pools	200	Per year when open more than 120 consecutive days/year
<u>High Use Facility—required for hazardous chemicals identified in 40 CFR part 370, subject to the Threshold Planning Quantity (TPQ) where applicable therein</u>		
Initial Registration Fee	600	
Annual Registration Fee	400	Per year
Seasonal Pools Annual Registration	200	Per year when open less than 120 consecutive days/year
Pools	400	Per year when open more than 120 consecutive days/year

<u>Facility Classification Upgrade—when a facility has a change in hazardous inventory that upgrades the facility classification, the balance of the initial registration fee for the new facility classification must be paid at the time the facility is registered under the new classification. If the upgraded facility classification occurs within 90 days before the annual registration date, the balance of the initial registration fee for the new classification is waived until the annual registration date.</u>		
<b>Fire Report Fees</b>		
Third-party Fire Protection Report Processing Fee	25	Per submittal—collected by the third-party data collection agency/company
Operational Fire Report	25	To provide hard or electronic copies of operational fire reports