

ORDINANCE BASED FEES, FINES & PENALTIES - CHANGES ONLY

Rates Effective Date 7/1/24

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
DEPT	DEPT/DIV. ENFORCING THE CODE	CODE ARTICLE/SECTIO N	CHAPTER, SECTION & SUB- SECTIONS	FEE DESCRIPTION	FEE NAME	Do you send Billing Invoice to Customers? Yes/No	If answer in Column 7 is YES, what system / software is the billing invoice generated?	QUANTITY PER MEASURE	UNIT OF MEASURE	CURRENT FEE AMOUNT	FEE RATE CHANGE - YES OR NO?	IF YES, IDENTIFY NEW RATE OR PROPOSED RATE	AMOUNT OF INCREASE / (DECREASE)	% OF INCREASE / (DECREASE)	DATE OF LAST COUNCIL APPROVED FEE REVISION	REASON FOR INCREASE OR NO INCREASE
Comm Dev.	Bldg. & Code Services	1-5-1	13-05-05-00-00	Nonrefundable application fee				1	each	0.00	YES	30.00	30.00	100.00%	NEW FEE	Add non-refundable application fee to account for staff time spent processing application
Comm Dev.	Bldg. & Code Services	1-5-1	13-08-04-00-01	Non refundable application fee		NO		1	each	0.00	YES	30.00	30.00	100.00%	NEW FEE	Add non-refundable application fee to account for staff time spent processing application
Comm Dev.	Bldg. & Code Services	1-5-1	13-08-04-00-01	Application License fee for permit for tattoo establishment		NO		1	each	158.00	NO	158.00	0.00	0.00%	4/13/2015	Update wording to refer to fee as a License Fee not application fee
Comm Dev.	Bldg. & Code Services	1-5-1	13-08-04-00-02	Application License fee permit for tattoo artist or operation		NO		1	each	56.00	NO	56.00	0.00	0.00%	4/13/2015	Update wording to refer to fee as a License Fee not application fee
Comm Dev.	Bldg. & Code Services	1-5-1	13-08-04-00-03	Application License fee permit for tattoo apprentice artist or operation	Building & Code Services	NO		1	each	30.00	NO	30.00	0.00	0.00%	4/13/2020	Update wording to refer to fee as a License Fee not application fee
Comm Dev.	Bldg. & Code Services	1-5-1	15-02-02-00-01	Non refundable application fee		NO		1	each	0.00	YES	30.00	30.00	100.00%	NEW FEE	Add non-refundable application fee to account for staff time spent processing application
Comm Dev.	Bldg. & Code Services	1-5-1	15-03-02-00-01	Non refundable application fee		NO		1	each	0.00	YES	30.00	30.00	100.00%	NEW FEE	Add non-refundable application fee to account for staff time spent processing application
Comm Dev.	Bldg. & Code Services	1-5-1	15-03-02-00-02	Other form of entertainment or event fee not specifically set by ordinance		NO		1	each	112.00	NO	112.00	0.00	0.00%	4/13/2015	Need to update wording to include events as well as entertainment
Comm Dev.	Bldg. & Code Services	1-5-1	15-08-18-00-00	Nonrefundable application fee				1	each	0.00	YES	30.00	30.00	100.00%	NEW FEE	Add non-refundable application fee to account for staff time spent processing application
Comm Dev.	Bldg. & Code Services	1-5-1	15-08-18-00-01	Fee to peddle on private property, other than from a motor vehicle or from a fixed location for a period not to exceed one (1) week in duration		NO		1	week	53.00	YES	40.00	-13.00	-24.53%	4/13/2015	Aligned with area community
Comm Dev.	Bldg. & Code Services	1-5-1	15-08-18-00-05	Temp Food/Temp Peddler Combo License		YES	Energov	1	day	0.00	YES	50.00	50.00	100.00%	NEW FEE	Need to add fee to ordinance after passage of ordinance #3127 approved 5/9/22
Comm Dev.	Bldg. & Code Services	1-5-1	15-08-18-00-06	Annual Food/Peddlers Combo License		YES	Energov	1	year	0.00	YES	350.00	350.00	100.00%	NEW FEE	Need to add fee to ordinance after passage of ordinance #3127 approved 5/9/22
Comm Dev.	Bldg. & Code Services	1-5-1	15-08-18-07-01	Fee per day for temporary vendor's license on public property from a fixed location pursuant to Section 15-8-16, Street Fairs		NO		1	day	53.00	YES	40.00	-13.00	-24.53%	4/13/2015	Aligned with area community
Comm Dev.	Bldg. & Code Services	1-5-1	26-01-06-02-01	Non refundable Application fee	Building Code	NO		1	each	30.00	NO	30.00	0.00	0.00%	4/13/2020	Need to update wording of fee to reference that it's non-refundable
Comm Dev.	Bldg. & Code Services	1-5-1	26-01-06-03-01	Non refundable Fee for application	Building Code	NO		1	each	30.00	NO	30.00	0.00	0.00%	4/13/2020	Need to update wording of fee to reference that it's non-refundable
Fire Dept.	Operations		08-04-03-00-01	Annual Monitoring Charge -Non Radio Box		YES	MUNIS	1	each	445.00	YES	890.00	445.00	100.00%	NEW FEE	New proposed fee will be applied to building owners that have not made the cut over from a Wired Master Box System to a Radio Box System by July 1, 2024 as Notified Annually since 2020. They are currently charged for the "connection to municipal alarm system" fee
Fire Dept.	Admin	1-5-1	08-04-08-00-01	Fee per hour (four-hour minimum) (Fire Watch)		YES	MUNIS	1	hour	95.00	YES	110.00	15.00	15.79%	8/8/2022	Market Increase - Costs associated with Equipment and Personnel
Fire Dept.	Admin	1-5-1	08-04-08-00-02	Fee per subsequent hour AFTER 4 HOURS (Fire Watch)		YES	MUNIS	1	hour	95.00	YES	110.00	15.00	15.79%	8/8/2022	Market Increase - Costs associated with Equipment and Personnel
Fire Dept.	Suppression / EMS	1-5-1	08-05-01-01-02	Loaded miles		NO		1	each	22.72	YES	24.72	2.00	8.80%	4/13/2020	Cost Comparison - Raised to Average
Fire Dept.	Suppression / EMS	1-5-1	08-05-01-01-03	BLS - Emergency:		NO		1	each	895.48	YES	1,100.00	204.52	22.84%	4/13/2020	Cost Comparison - Raised to Average
Fire Dept.	Suppression / EMS	1-5-1	08-05-01-01-04	BLS - NON-Emergency		NO		1	each	824.40	YES	1,000.00	175.60	21.30%	4/13/2020	Within Comparison Average
Fire Dept.	Suppression / EMS	1-5-1	08-05-01-01-05	ALS1 - Emergency		NO		1	each	1,312.19	YES	1,600.00	287.81	21.93%	4/13/2020	Cost Comparison - Raised to Average
Comm Dev./Fire	Bldg. & Code Srvc/Fire	1-5-1	26-16-04-06-39	Fireworks display/sale/discharge	Building Code	NO		1	each	80.00	YES	100.00	20.00	25.00%	4/9/2018	Cost Comparison - Raised to Average
General Services	Admin	1-5-1	09-01-13-00-01	Section 9-1-13, Charge for Testing Private Fire Hydrants		YES	MUNIS	1	mo	82.00	YES	85.25	3.25	3.96%	5/8/2023	Labor Increases

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Comm Dev.	Bldg & Code Services			Plan Copy Fee per page, large format	Building & Code Services	YES	Energov	1	each	0.00	YES	6.00	6.00	100.00%	NEW FEE	New fee as we're now able to print large format plans
Comm Dev.	Code Admin			Digital Files 2 GB USB	Digital Files 2 GB USB	Yes	Energov	1	each	0.00	YES	5.00	5.00	100.00%	NEW FEE	New fee for transfer of digital files, includes up to 2 GB data as well as thumb drive.
Comm Dev.	ENG			Contracted inspection fees	OS INSPECTION	NO		1	hour	75.00	YES	0.00	-75.00	-100.00%	4/14/2008	This fee is an artifact of FUND 21; no longer valid; delete
Comm Dev.	ENG			City Staff - Administration Charges	City Admin Fee			1	%	11.00	YES	0.00	-11.00	-100.00%	6/27/2007	This fee is an artifact of FUND 21; no longer valid; delete
General Services	Highway & Utilities			Off-duty hours Reconnect Fee		YES	MUNIS	1	occurrence	279.25	YES	290.50	11.25	4.03%	5/8/2023	4% COLA
General Services	Highway & Utilities			Painting Private Hydrant		YES	MUNIS	1	each	90.50	YES	94.00	3.50	3.87%	5/8/2023	4% COLA
General Services	Highway & Utilities			Fire flow test upon request		YES	MUNIS	1	each	199.00	YES	207.00	8.00	4.02%	5/8/2023	4% COLA
General Services	Highway & Utilities			FOREMAN CALL-IN (minimum)		YES	MUNIS	1	occasion	279.25	YES	290.50	11.25	4.03%	5/8/2023	4% COLA
General Services	Highway & Utilities			New Water, Sewer or Drain Services - MINIMUM		YES	MUNIS	1	deposit	423.75	YES	440.75	17.00	4.01%	5/8/2023	4% COLA
General Services	Highway & Utilities			New Water, Sewer or Drain Services - MAXIMUM		YES	MUNIS	1	deposit	9,082.75	YES	9,446.00	363.25	4.00%	5/8/2023	4% COLA
General Services	Highway & Utilities			Coring hole in CB or MH large (10" - 15")	Coring hole in CB or MH large (10" - 15")	YES	MUNIS	1	coring	711.25	YES	739.75	28.50	4.01%	5/8/2023	4% COLA
General Services	Admin			Pool Meter includes setup and delivery charge plus cost of water used (\$200 for deposit for equipment)	set-up and delivery charge	YES	MUNIS	1	each	106.25	YES	110.50	4.25	4.00%	5/10/2021	Labor Increase
General Services	Admin			Pool Meter includes setup and delivery charge plus cost of water used (\$200 for deposit for equipment)	Pool Meter	YES	MUNIS	1	each	245.00	YES	255.00	10.00	4.08%	5/8/2023	Labor Increase
General Services	Admin			Meter Test - Smaller than 3"	Meter Test Small Meter	YES	MUNIS	1	each	99.00	YES	103.00	4.00	4.04%	5/8/2023	Labor Increase
General Services	Admin			Meter Test - 3" and larger	Meter Test Large meter	YES	MUNIS	1	each	232.00	YES	241.00	9.00	3.88%	5/8/2023	Labor Increase
General Services	Admin			Backflow Prevention Device Test	Backflow prevention test	YES	MUNIS	1	each	82.00	YES	85.25	3.25	3.96%	5/8/2023	Labor Increase
General Services	Admin			Turning water on after non- payment	Reinstate Service After Termination	YES	MUNIS	1	each	79.00	YES	82.00	3.00	3.80%	5/8/2023	Labor Increase
General Services	Admin			Seasonal meter installation	Seasonal Meter Re-Set	YES	MUNIS	1	each	99.00	YES	104.00	5.00	5.05%	5/8/2023	Labor Increase
General Services	Highway & Utilities			Main line TV of sewer and drain lines		YES	MUNIS	1	hour	219.75	YES	228.50	8.75	3.98%	5/8/2023	4% COLA
General Services	Highway & Utilities			Lateral TV of sewer and drain lines		YES	MUNIS	1	hour	146.00	YES	151.75	5.75	3.94%	5/8/2023	4% COLA
General Services	Water			Out of Cycle Bill - A fee should apply to a Out of Cycle Read & Bill. When a water service transfer occurs other than on Thursday (free).	Out of Cycle Bill	YES	MUNIS	1	each	52.50	YES	54.50	2.00	3.81%	5/8/2023	Labor Increase
General Services	Water			Disconnect Door Tag - A fee for the PRODUCTION & delivery of the disconnect door Tag.	Disconnect Door Tag	YES	MUNIS	1	each	8.00	YES	8.50	0.50	6.25%	5/8/2023	Labor Increase
General Services	Arena			Facility Rentals - Non Ice Daily Rental (For Profit Organization)	Other Facility Rentals	NO		1	each	2,450.00	YES	2,525.00	75.00	3.06%	5/8/2023	Market
General Services	Arena			Facility Rentals - Non Ice Daily Rental (Non-Profit Organization)	Other Facility Rentals	NO		1	each	2,150.00	YES	2,225.00	75.00	3.49%	5/8/2023	Market
General Services	Arena			Facility Rentals - Outside Event Rate (Non-Profit Organization)	Other Facility Rentals	NO		1	each	1,400.00	YES	1,450.00	50.00	3.57%	5/8/2023	Market

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General Services	Arena			Facility Rentals - Outside Event Rate (For-Profit Organization)	Other Facility Rentals	NO		1	each	1,700.00	YES	1,750.00	50.00	2.94%	5/8/2023	Market
General Services	Arena			Parking Lot	Other Facility Rentals	NO		6	months	1,250.00	YES	1,275.00	25.00	2.00%	5/8/2023	Market
General Services	Arena			Parking Lot	Other Facility Rentals	NO		12	months	2,075.00	YES	2,100.00	25.00	1.20%	5/8/2023	Market
General Services	Arena			Roller Skate Birthday (includes skate rentals)	Roller Skate Rental	NO		1	hour	150.00	YES	175.00	25.00	16.67%	4/13/2020	Market
General Services	WWTP			Leachate (or special waste) Treatment		YES	MUNIS	1	gallon	0.0550	YES	0.0600	0.0050	9.09%	5/8/2023	Contractual rate adjustment
Legal	Solicitor's Office			Fees charged for prosecution services to the town of LOUDON	Fees for Prosecution Services	YES	MUNIS	1	year	37,330.30	YES	38,823.51	1,493.21	4.00%	5/8/2023	Increase in cost of services
Legal	Solicitor's Office			Fees charged for prosecution services to the town of BOW - ADULT	Fees for Prosecution Services	YES	MUNIS	1	year	24,113.40	YES	25,077.94	964.54	4.00%	5/8/2023	Increase in cost of services
Legal	Solicitor's Office			Fees charged for prosecution services to the town of BOW - JUVENILE	Fees for Prosecution Services	YES	MUNIS	1	year	6,028.35	YES	6,269.48	241.13	4.00%	5/8/2023	Increase in cost of services
Legal	Solicitor's Office			Fees charged for prosecution services to the town of DUNBARTON.	Fees for Prosecution Services	YES	MUNIS	1	year	7,529.74	YES	7,830.93	301.19	4.00%	5/8/2023	Increase in cost of services
Library	Library			Maximum fine for Library of Things	Maxium fine for late return of Library of Things	NO		1	each	0.00	YES	20.00	20.00	100.00%	NEW FEE	New fee addition, as we have increased our Library of Things Collection