



2016

FEE SCHEDULE

Revised 3/9/16

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Revised 1/8/14

ALL DEPARTMENTS

Copies including fax transmission Unless Otherwise Indicated In Individual Department Fee Schedules	
8 1/2 X 11	\$0.25 per page
8 1/2 X 14	\$0.50 per page
11 X 17	\$1.00 per page
Research	\$40.00 per hour (Minimum 1 hour)
Audio tape/CD	\$10.00 (or fee charged by CCTV)
VHS/DVD	\$10.00 (or fee charged by CCTV)
Notarizing Documents (Non-City Business)	\$10.00 (RSA 455:11)

91-A Requests are either per page or per hour, but not both

Fees for large-scale copies are on the Management Information Systems page

Revised 1/27/16

ASSESSING

Property Record Cards	\$1.00 per page
Tax Maps (8.5 x 11)	\$1.00 \$1.00 per page
Tax Maps (11 x 17)	\$2.00 \$2.00 per page
Routinely Stored Information: No formatting or manipulation of data required by staff	
Compact Disk (CD)	\$10.00 each
Paper Reports	\$1.00 per page (8 1/2 x 11) \$1.50 per page (8 1/2 x 14) \$2.00 per page (11 x 17)
Specially Prepared Information: Requires formatting or manipulation of data	\$40.00 per hour (1 hour minimum)
Compact Disk (CD) (in addition to hourly rate)	\$10.00 each
Paper Reports (in addition to hourly rate)	\$1.00 per page (8 1/2 x 11) \$1.50 per page (8 1/2 x 14) \$2.00 per page (11 x 17)

Revised 1/27/16

CEMETERY FEES

Sale of Grave with Perpetual Care (Mt. View & Union Cemeteries)	\$500.00
Sale of Cremation Lot/Infants (Mt. View and Union Cemeteries)	\$250.00
Cemetery Maintenance Fees	\$300.00
Interment	\$600.00
City Holidays	\$100.00 Additional
Weekend (Friday 3 p.m. to Monday 7 a.m.)	\$100.00 Additional
Winter - December 15 - April 15	\$100.00 Additional
Interment (Cremation/Infant Burial)	\$300.00
City Holidays	\$50.00 Additional
Weekend (Friday 3 p.m. to Monday 7 a.m.)	\$50.00 Additional
Winter - December 15 - April 15	\$50.00 Additional
Welfare - Lots/Interments	At City Manager's Discretion
Disinterments	\$1,000.00
Subdividing Lots and Making New Deeds	\$50.00
All Markers & Concrete Backs for Markers	\$100.00
Monument Foundations	
Up to 3 feet 10 inches by 1 foot 2 inches	\$250.00
4 feet 0 inches by 1 foot 2 inches or larger	\$400.00

Revised 1/27/16

CITY MANAGER'S OFFICE

Restaurant and Food Handlers' Licenses (per year)	See Health Department
Movie Theater License	\$200.00 per year
Race Track License	\$100.00 per year (RSA 31:41-a)
Carnival, Circus, Wild West Show, Small Tent Show	\$350.00 per day
Charitable Organizations	Exempt at the City Manager's Discretion
License - Transient Merchants	\$25.00 for 1 person \$10.00 ea. add'l person
Permit - Hawkers & Peddlers	\$25.00 for 1 person \$10.00 ea. add'l person
Parade Permits (police coverage may be required at additional charge)	\$25.00 City Manager's Discretion
Games of Chance/Raffles	No Charge if by Charitable Organization
Live Entertainment	
Annual	\$100.00
Per Event	\$25.00
Annual Taxi and Bus Business Service License (not to be pro-rated)	\$50.00 per vehicle/ per year
Annual Taxi Drivers License (not to be pro-rated)	\$25.00 per year

*City Manager may waive fees for Not-for-Profit organizations.

Revised 3/8/95

COMMUNICATIONS - 911

Yearly Private Alarm - Annual Service Fee	\$50.00
(Plus for each false alarm after two)	\$30.00
Dispatching for area Public Safety Departments	Done by contractual agreement

Revised 1/14/15

FINANCE DEPARTMENT

Filing of Articles of Agreements & Amendments	\$5.00
Photocopies of Current Billings (Water & Sewer)	\$1.00 per page
Research Billing/Receipts for Water & Sewer Records Property Taxes, Motor Vehicles (minimum one hour)	\$25.00 per hour
Voter Checklist - Paper Copy	
Complete Set	\$75.00
Each Ward	\$25.00
Voter Mailing Labels	
Complete Set	\$150.00
Each Ward	\$55.00
Laminating	
Card	\$1.00
Letter Size	\$2.00
Motor Vehicle Plate Transfer Fee	\$3.00
Motor Vehicle Registration - Administrative Fee	\$1.00
Motor Vehicle Renewal Sticker Fee	\$3.00
Motor Vehicle Transportation Fee	\$5.00 per qualified vehicle
Motor Vehicle Registration Photocopy	\$1.00 per page
Insufficient Check Fee	\$25.00 Plus Bank Fee
Administrative Processing for Non-Payment of Insufficient Check	\$25.00 Plus Bank Fee & Court Fees
Stop Payment Fee (Lost/Misplaced Accounts Payable Checks and Payroll Checks)	Current Bank Fees
Property Tax Statement	\$1.00 per page
City Clerk Fax Charge	\$1.00 per page
Election Information	
Electronic Copy Complete Voter Checklist	\$75.00
Broken Down by Ward or Political Party	\$25.00
Dog Release Fee	\$25.00
Out of Town Landlord Failure to File	\$100.00

Revised 1/27/16

FIRE DEPARTMENT

Monitoring of Private Fire Alarm Systems	
Wireless System	\$200.00 per box/per year
Inside City Limits/Wired System	\$300.00 per box/per year
Outside City Limits	\$1,000.00 per box/per year
False Alarm or Nuisance Alarm After Two (2)	\$75.00
Photocopies of Fire Reports	\$10.00
Private duty officers (detail work) are paid overtime pay plus 25% mark up; the organization then reimburses the City for those funds.	
Commercial/Industrial Building Plan Review	
First Review	\$50.00
Each Following Review	\$50.00
New Oil Burner Inspections	\$25.00
LP Gas Installations	\$25.00
Non-Emergency Lockouts	\$20.00
Commercial/Industrial Fire Alarm & Sprinkler System Plans Review	
First Review	\$50.00
Each Following Review	\$50.00
Fire Safety Inspection, when requested for property transfers	\$75.00
Fire Safety/Life Safety Code Inspections	
Owner/Manager/Landlord Appointment No Show	\$100.00 per no show
Disconnect and Re-connect Fire Alarm System from Municipal Circuit	\$25.00 effective 7/1/11
Acceptance Test for newly installed or modified fire detection or suppression systems (for each test after the initial one)	\$300.00
Private detail: Pumper E1/E3, Ladder Truck L1/L2, Tanker E2, Rescue Truck R1	\$85.00 per hour
Private detail: Brush 1 truck, Fire Alarm truck Utility 2	\$60.00 per hour
Private detail: Utility 1, Rescue boat	\$35.00 per hour
Private detail: Pick-up truck, Utility or Command vehicle Car 1 or Car 2	\$30.00 per hour
Haz Mat: Billed for private detail (on or off duty) for time, materials and apparatus:	
Peat moss	\$15.00
Bail of absorbent pads 15" x 18" 100 pad bundle	\$90.00
Bag of Speedy Dry	\$20.00
Class A or B foam/per 5 gallon bucket	\$100.00
Unscheduled multifamily housing inspection fo realty transaction	\$75.00

Revised 5/1/02

HEALTH DEPARTMENT

Class I	
1. Restaurants with seating capacity of 199 or more persons	\$250.00
2. Race Tracks (Food Service)	\$250.00
Additional Food Booths	\$100.00
Class II	
1. Restaurants with seating capacity of 100 to 199 persons	\$175.00
2. Supermarkets	\$175.00
Class III	
1. Restaurants with seating capacity of 25 to 99 persons	\$125.00
2. Bakeries	\$125.00
3. Warehouses; Distributors	\$125.00
4. Nursing Homes; Sheltered Care Homes	\$125.00
5. Commissaries; Grocery Markets w/less than two preparation areas	\$125.00
Class IV	
1. Grocery Markets selling only prepackaged products	\$80.00
2. Mobile Food Processors (per vehicle)	\$80.00
3. Food Service Establishments having seating capacity of less than 25	\$80.00
4. Liquor Lounges; Bars	\$80.00
5. Child Day Care Facilities (Base Fee)	\$80.00
Class V	
1. Clubs incorporated under the Laws of the State or which are affiliated with any National Fraternal Organizations for the sale to members and bona fide guests of liquor by the glass only	\$75.00
Class VI	
1. Temporary Food Establishments (not to exceed two weeks)	\$50.00
Class VII	
1. Non-profit organizations with or without a liquor permit and not serving meals on a daily basis	\$0.00
2. Public and Parochial Schools and Institutions	\$0.00
3. Government Facilities	\$0.00
Late Renewal Fee...In addition to the above, for any renewal permit received after the tenth day of July	\$25.00

Revised 1/8/14

LIBRARY

Overdue Materials Fee/Fines	
Books, Audios	\$0.10 /day/item
Videos, DVDs/CDs/Leapfrog	\$1.00 /day/item
Non-Resident Fees	
Full Year	\$60.00 /individual
4-Month Card	\$25.00 /individual
Lost Book Fee	Price of item PLUS \$2 processing fee
Printing Fees	
Computers (Self-Serve)	\$0.10 /page
Microfilm (Self-Serve)	\$0.10 /copy
Research Fees	
Historical/Genealogical Research	\$25.00 /request
Replace Lost Library Card	\$2.00

Revised 1/27/16

**MANAGEMENT INFORMATION SYSTEMS (MIS)
ELECTRONIC DATA AND COPIES**

Routinely Stored Information	
No formatting or manipulation of data required by staff (excludes election information)	
Compact Disk (CD), Audio Cassette, Video or DVD	\$10.00 Each
Specially Prepared Information	
Requires formatting or manipulation of data	
Compact Disk (CD), Audio Cassette, Video or DVD	\$10.00 Each
Plus for any formatting required	\$40.00 per hour/ per employee
Information Highly Costly to Provide or Maintain	
Includes information used for commercial purposes, not for resale	
Paper Maps (Zoning and Parcel Maps)	
34" x 44" (E Size)	\$10.00 Each
24" x 34" (D Size)	\$5.00 Each
11" X 17" (B Size)	\$1.00 Each
8 1/2" X 11" (A Size)	\$0.25 Each
Custom Maps	
\$40.00 per hour per employee plus cost of print above	
Electronic Data (City Wide)	
2' Topographic Contours	\$1,000.00
Tax Maps (.pdf format)	\$150.00
2005 or 2008 Orthophotos (Each)	\$300.00
Parcels (Geodatabase)	\$300.00
Planimetrics	\$1,000.00
Zoning (Geodatabase)	\$300.00

PARKS AND RECREATION DEPARTMENT

Daily Admission		
	Resident (Adult)	\$5.00
	Resident (Youth and Senior Citizen)	\$3.00
	Non-Resident (Adult)	\$7.00
	Non-Resident (Youth and Senior Citizen)	\$5.00
Facility Passes		
	Family Pass (up to 4) Annual	\$350.00
	Non- Resident Family Pass (up to 4) Annual	\$475.00
	Additional Family Member (After 4) Annual	\$75.00 Each
	Adult Pass Annual	\$250.00
	Non-Resident Pass Adult Annual	\$330.00
	Youth Pass Annual	\$130.00
	Non-Resident Youth Pass Annual	\$170.00
	Sr. Pass Annual	\$140.00
	Non-Resident Sr. Pass Annual	\$185.00
	3 month Adult	\$150.00
	Non-Resident 3 month Adult	\$200.00
	3 month Youth/Sr	\$50.00
	Non-Resident 3 month Youth/Sr.	\$65.00
Independent Contractor	Personal Training Fee	\$300.00 month
Locker Rental (1/2 Size Locker) Includes Towel Service and Lock		
	Resident Annual	\$60.00
	Non-Resident Annual	\$75.00
Grand Meeting Room	Special Event Conf Room (6 hours)	\$252.00
Minimum 6 hours		
Grand Meeting Room Additional Hour(s)		\$42.00
Function Room A 1 hr	Regular Rate	\$19.00
Function Room B 1 hr	Regular Rate	\$22.00
Function AB 1 hr	Regular Rate	\$41.00
Function Room G 1hr	Regular Rate	\$16.00
Function Rooms require a minimum reservation block of two (2) hours. Department sponsored classes, program and event fees and admissions exist seasonally and are determined based on classes offered. Active members get a 10% discount.		
Vendor Permit for Novelty Sales at Events (requires additional permit from City Manager)		\$100.00 per event
Food Vendor Permit at Events		\$250.00 per event
Reservation Fees		
**Single Field Reservation (based on one hour of usage)		
	Internal	N/C
	Non-Profit Field Use	\$25.00 per hour
	Hourly Charge with Lights	\$131.00 per hour w/lights
	For-Profit Field Use	\$50.00 per hour
	Hourly Charge with Lights	\$157.00 per hour w/lights
***Seasonal Games Field Reservation (One Field)		
	Internal	N/C
	Non-Profit Field Use	\$500.00
	Hourly Light Charge	\$105.00 per hour w/lights

PARKS AND RECREATION DEPARTMENT (cont'd)

For-Profit Field Use	\$75.00
Hourly Light Charge	\$105.00 per hour w/lights
**Tournament Site Use	
Internal	N/C
Non-Profit Field Use	\$75.00 per day
Hourly Light Charge	\$105.00 per hour w/lights
For Profit Field Use	\$125.00 per day
Hourly Light Charge	\$105.00 per hour w/lights
**Camp/Clinic Site Use	
Internal	N/C
Non-Profit	\$75.00 per day
For-Profit	\$125.00 per day
#^Pavilion/Picnic Site/Band Stand (Other fees may be required)	
Internal	N/C
Non-Profit	\$25.00 per function
For-Profit	\$50.00 per function
<p><i>*Seasonal Field use fees are subject to change based on impact of usage requested. Seasonal reservations are based on 20 game hours. Additional game hours for Type I, II & III may be charged based on the impact of the request at a rate of \$25.00/hr. #Pavilion/Picnic Site/Band Stand reservations may require other fees. ^Band Stand requires additional permit from City Manager.</i></p>	
<p><i>**Internal - Stevens High School Athletics agrees to contribute financially to the Parks & Recreation Department's field maintenance program, and in doing so, has agreed to collaboratively maintain and improve the quality of field and court usage and space. Stevens High School agrees to financially contribute to the costs associated to the activities and programs scheduled at City park locations.</i></p>	
<p><i>Non-Profit - Non-profit organizations, Claremont based schools and others listed within the Type II usage may contribute financially to the improvements of the facility requested. When doing so, the fee or portion of the fee for usage may be waived by the Director of Parks & Recreation.</i></p>	
<p>Maintenance Fees</p> <p>The following additional fees will be assessed for any custodial, maintenance, or grounds work that is required outside of the regular working hours (i.e. weekends and evenings). These fees will be itemized and billed to the reserving organization once the duration of the facility reservation is completed.</p>	
Weekdays after 3:00 p.m.	\$73.00 Minimum 2 hours per person
Additional	\$36.00 per hour per person
Saturdays	\$73.00 Minimum 2 hours per person
Additional	\$36.00 per hour per person
Sundays & Holidays	\$147.00 Minimum 2 hours per person
Additional	\$39.00 per hour per person

PARKS AND RECREATION DEPARTMENT (cont'd)

Cleaning Fees	The following additional fee will be assessed for additional cleaning that is required due to failure of the reserving party to thoroughly police and clean areas after use. This fee will be itemized and billed to the reserving organization once the duration of the facility reservation is completed.	
	Minimum	\$105.00
Miscellaneous Fees	Additional fees not listed may be charged to you for your facility/field usage. Any additional fees billed to the reserving organization that are unpaid will result in legal actions to collect fees and will disqualify the reserving organization from any future facility reservations.	

**PLANNING AND DEVELOPMENT DEPARTMENT
PLANNING AND ZONING FEES**

Historic District Commission:				
Certificate of Appropriateness		Application Fee	\$50.00	
		Legal Notice	\$35.00	
		Abutter's Notice	\$4.00 per Abutter	
Conservation Applications		Application Fee	\$50.00	
		Abutters's Notice	\$4.00 per Abutter	
Planning Board Specific:				
Subdivision	Major and Minor	Application Fee	\$125.00 per lot	
		Legal Notice	\$35.00	
		Abutter's Notice	\$4.00 per Abutter	
		LCHIP Fee for Registry Recording (Land and Community Heritage Investment Program)	\$25.00 per plan	
		Registry Recording	\$50.00 per plan	
	Lot Line Adjustment	Application Fee	\$50.00 per lot	
		Legal Notice	\$35.00	
		Abutter's Notice	\$4.00 per Abutter	
		Registry Recording	\$50.00 per plan	
		LCHIP Fee for Registry Recording (Land and Community Heritage Investment Program)	\$25.00 per plan	
Site Plan Review Major	Residential	Application Fee	\$200.00 + \$50.00 each new or redeveloped dwelling unit (\$200 min, \$5,000 max)	
		Legal Notice	\$35.00	
		Abutter's Notice	\$4.00 per Abutter	
		LCHIP Fee for Registry Recording	\$25.00 per plan	
		Registry Recording	\$50.00 per plan	
	Nonresidential	Application Fee (\$200.00 min, \$5,000.00 maximum cap)	\$200 + \$0.15 per square foot (\$200 min, \$5,000 max) of Developed/Re-Developed Property	
		Legal Notice	\$35.00	
		Abutter's Notice	\$4.00 per Abutter	
		LCHIP Fee for Registry Recording	\$25.00 per plan	
		Registry Recording	\$50.00 per plan	
	Personal Wireless Service Facility*	Cell Tower	\$500 + all Nonresidential Site Plan Review Fees	
	Site Plan Review Minor		Application Fee	\$50.00
			Legal Notice	\$35.00
		Abutter's Notice	\$4.00 per Abutter	
Site Plan Amendment	Residential and Non-Residential	Application Fee	\$100.00	
		Legal Notice	\$35.00	
		Abutter's Notice	\$4.00 per Abutter	
		Registry Recording when Applicable	\$50.00 per plan	
<ul style="list-style-type: none"> *As permitted under the Provisions of RSA 673:16(II), this fee shall be in addition to all other fees paid by an applicant for a Personal Wireless Service Facility, including the Site Plan Review and Building Permit fees. This fee shall be assessed only once for each personal wireless service facility and it shall be assessed at the time of an application for Site Plan Review or at the time of the Building Permit application, whichever is first. Special Investigations: The Planning Board, at its discretion, may either request an applicant to prepare special studies of public facilities and utilities, natural resources, environmental quality issues, or fiscal and economic impacts at the applicant's expense, or contract with a consultant to perform these studies at the applicant's expense. Review of Applications: In the review of applications, the Planning Board may contract with pre-selected consultants to review all or portions of any application, an environmental impact statement, or any special study requested by the Planning Board. 				

**PLANNING AND DEVELOPMENT DEPARTMENT
PLANNING AND ZONING FEES (cont'd)**

Zoning Board Specific:		
Appeal of Administrative Decision	Application Fee	\$100.00
	Legal Notice	\$35.00
	Abutter's Notice	\$4.00 per Abutter
Variance/Special Exception and Expansion of Non-Conforming Use	Application Fee	\$125.00
	Legal Notice	\$35.00
	Abutter's Notice	\$4.00 per Abutter
	Recording Fee (if applicable)	\$12.00 - \$16.00
Rehearing	Applicant is responsible for all associated costs and documentation	\$50.00 + Related Fees
Continuation	Applicant is responsible for all associated costs and documentation	
Application for Petition to Amend Zoning Ordinance	Application Fee	\$100.00
	Legal Notice	\$35.00
	Abutter's Notice	\$4.00 per Abutter
	Additional costs not otherwise itemized	
Other Fees:		
Special Use Permit	Application	\$125.00
	Abutter's Notice	\$4.00 per Abutter
	Legal Notice	\$35.00
Waiver Request	Site Plan Review	\$50.00
	Abutter's Notice	\$4.00 per Abutter
	Legal Notice	\$35.00
Rehearing	Applicant is responsible for all associated costs and documentation	\$50.00 + Related Fees
Determination of Completeness	Request for a determination of completeness by the Board of an application which has been previously determined as incomplete	\$250 for each discrete consideration of the application by the board.
Recording Plats	Recording of corrected or additional plats or documents subsequent to an initial recording	\$50.00 plus the cost of the recording fees charged by Sullivan County Registry of Deeds.
Request for Further Consideration	Request for further consideration by the Board of an application which has been previously approved	\$200 for each discrete consideration of the application by the board
Sign Permit	Request for a determination of compliance with zoning regulations	\$30.00
Zoning Permit	Request for a determination of compliance with zoning regulations	\$30.00
Junkyard License		\$200.00 per junkyard (RSA 236:122)
Voluntary Lot Merger	Individuals seeking to merge two lots in exact same name and ownership	\$25.00 plus the cost of the recording fees charged by Sullivan County Registry of Deeds.
Master Plan Copy		\$25.00
Zoning Ordinance, per zone		\$5.00
Zoning Ordinance, all zones		\$20.00

**PLANNING AND DEVELOPMENT DEPARTMENT
BUILDING PERMIT FEES ***

Building Permits:				
Principal Building	Construction	Residential (<i>1 or 2 family only including modular homes</i>)	15¢ / square foot, \$30.00 min.	
		Commercial (<i>includes units that are 3 family or more</i>)	15¢ / square foot, \$50.00 min.	
	Demolition	Major - requires plumbing, electrical and D.E.S. involvement or approval	\$100.00 flat charge	
		Minor - no plumbing, electrical or D.E.S. involvement	\$50.00 flat charge	
	Roofing	Residential (<i>1 or 2 family only including modular homes</i>)	\$30.00 flat charge	
		Commercial (<i>includes units that are 3 family or more</i>)	\$50.00 flat charge	
Accessory Structure - Commercial (<i>does not include signs</i>)			\$50.00 flat charge	
Accessory Structure - Residential (<i>shed, deck, membrane structure, etc.</i>) (<i>does not include signs</i>)			\$30.00 flat charge	
Window Replacement (<i>only applies if structural changes are made to opening</i>)/ Vinyl Siding			\$30.00 flat charge	
Electrical and Plumbing Permits:				
Electrical	Residential	Service Change/Temporary Service	\$30.00 flat charge	
		Minor Work, Additions	\$30.00 flat charge	
		New Home - Manufactured Home	\$30.00 flat charge	
		New Home - Modular Home	\$60.00 flat charge	
		New Home- including permanent electric service	\$125.00 flat charge	
	Commercial	Service Change/Temporary Service	\$50.00 flat charge	
		Commercial Electrical (<i>\$50.00 minimum and \$5,000.00 cap</i>)	.015 x estimated cost of	
Plumbing	Residential	Minor Work, Additions	\$30.00 flat charge	
		New Home - Manufactured Home	\$30.00 flat charge	
		New Home - Modular Home	\$60.00 flat charge	
		New Home	\$100.00 flat charge	
	Swimming Pools	Any pool requiring a permit must have both an electrical and building permit for installation		
		Above Ground		\$30.00
		In Ground		\$75.00
	Commercial	Commercial Plumbing (<i>\$50.00 minimum and \$5,000.00 cap</i>)		.015 x estimated cost of
Mechanical	Residential	Minor Work, Additions (including outdoor wood boilers)	\$30.00 flat charge	
		New Home	\$100.00 flat charge	
	Commercial	Commercial Mechanical (<i>\$50.00 minimum and \$5,000.00 cap</i>)		.015 x estimated cost of
Certificates of Occupancy	Residential	Following an inspection that didn't require a previous building permit application	\$30.00	
	Commercial	Required prior to occupancy of a new facility or existing business facility.	\$50.00	
Re-Inspections or No Access to Inspection Site	Residential & Commercial	Charge for scheduling an inspection and work is either fragmentary, deficient, or incomplete. Also used when there is no access to inspection site.	\$30.00	

Permits expire six months after the issuance date if no work has commenced, otherwise permits are valid for one year after the issuance date. Permits may be renewed for the minimum applicable fee providing the Building Official receives a written request prior to the expiration of the permit.

A surcharge shall be assessed where work begins prior to permit issuance:

- 1st Offense = 25% of the total cost of the required permits.
- 2nd Offense = 50% of the total cost of the permit fees.
- 3rd Offense and All Subsequent Offenses = 100% of the total cost of the permit fees.

A minimum surcharge of \$50.00 shall apply to all the above conditions.

**Fees for approved independent inspections, as may be required at the city's discretion, are not included in this schedule and will be billed directly to the applicant by the inspector, and city fees can be adjusted accordingly.*

Revised 1/27/16

POLICE DEPARTMENT

Reports	
Call for Service	\$5.00
Incident/Accident	\$20.00
Residents of Claremont pay 1/2 price for reports	
Pistol Permits-Valid for Four (4) Years (Set by Law)	\$10.00
Photographs - All Sizes	\$35.00
VHS Video Tape Copy	\$40.00
DVD Copy	\$40.00
Firearm Sales Permit	
First Year	\$100.00
Renewals	\$75.00
Research Costs (for retrieval of anything in archives)	
First Half Hour	\$40.00
Each Additional Half Hour	\$15.00
Fingerprints	
Non-Residents	\$50.00
Residents	\$25.00
Re-takes	\$0.00
Cruisers for Outside Detail (for each 4-hour period)	\$45.00 per cruiser
Restitution Collection Fee	15% of Amount Ordered by Court
Detail Work (Private Police Work) Contract + 35%	\$64.80 per hour

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PUBLIC WORKS DEPARTMENT

Labor and Materials	
Labor-Time to be billed in 1/4 increments, minimum charge 1 hour After normal work hours, the minimum charge will be 3 hours	\$45.00 per employee/ per hour
Materials	\$1.25 X Cost
Permit Applications	
Driveway	\$100.00
ROW Excavation	\$100.00
Sewer Service	\$100.00
Water Service	\$100.00
Back Flow Device	\$0.00
Temporary Water Service	\$150.00 setup plus water usage at current rate
Septage Dumping (fees per 1,000 gallons, 1,000 gallon minimum)	
Claremont Residential	\$70.00
Claremont Industrial/Commercial	\$160.00
Non-Claremont Residential	\$80.00
Non-Claremont Industrial/Commercial	\$180.00
Claremont-Based Chemical Toilets	\$70.00
Non-Claremont-Based Chemical Toilets	\$90.00
Recreational Vehicles	\$10.00
Capacity Replacement Fees, Ordinance 398 (Based on Use or Increased Use)	
Sewer (Base Fee Wastewater Volume)	\$3.76 per gallon
BOD Surcharge	\$381.85 per pound
TSS Surcharge	\$246.29 per pound
Water, Ordinance 398	\$2.23 per gallon
Water Meter Reading Outside City Schedule	
2 Days Notice	\$90.00
3 Days Notice	\$45.00
Administrative Fees, Utility Billings	
<p>A \$10.00 administrative fee will be charged for all special billings. Examples of special billings include all final billings for property transfers* and billing resulting from an agreement for deferred or payment plans agreed to by the City Manager.</p> <p>*This administrative fee is in addition to a service call for the final meter reading.</p>	

PUBLIC WORKS DEPARTMENT (cont'd)

<i>Fees for use of the Claremont Transfer Station</i>	
Recycled Items (Cardboard, Mixed Paper, Mixed Containers)	No Charge
Rubbish (Up to 13-gallon bag)	\$2.00 per bag
Rubbish (Up to 30-gallon bag)	\$3.00 per bag
<i>The following is a list of typical items that are received at the transfer station and is a guide for the cost to dispose of such items. The transfer station operator will make a determination within the guidelines below for items and volumes of materials that are not specifically in the list below. For commercial trash or large volumes of some materials, it may be less expensive to bring the material directly to an approved disposal. The transfer station operator will be able to offer you assistance.</i>	
Household Items	
Refrigerators, Freezers, Air Conditioners, Dehumidifiers, Hot Water Tanks	\$20.00 each
Dishwashers, Microwave Ovens, Stoves	\$15.00 each
Washers & Dryers	\$15.00 each
Upholstered Couches/Chairs/Recliners	\$15.00 each
Couch w/Recliner	\$20.00 each
Sleeper Sofa	\$25.00 each
Box Springs or Mattress - Twin/Full	\$15.00 each
Box Spring or Mattress - Queen/King	\$20.00 each
Televisions Up To 27"	\$15.00 each
Televisions Over 27"	\$25.00 each
VCR/DVD Players, Audio Equipment, Video Equipment, Computer Monitors	\$15.00 each
Computers, Laptops, Towers/Servers, Laptop Batteries,	\$2.00 each
Printers, External Tape/Hard Drives/Audio & Stereo Equipment	\$15.00 each
Fax & Copy Machines	\$15.00 each
Lawn Mowers/Snow Blowers	\$15.00 each
Tubs, Showers, Toilets, Sinks	\$15.00 each
Bicycles	\$5.00 each
Grills w/o Tanks	\$5.00 each
Propane Tank - 1 pound	\$1.00 each
Propane Tank - 20 pounds	\$5.00 each
Propane Tanks Larger than 20 pounds	\$15.00 each
Lawn Chairs	\$5.00 each
Vacuum Cleaners	\$5.00 each
Fluorescent Bulbs 4' Lamp	\$1.00 each
Fluorescent Bulbs 8' Lamp	\$2.00 each
Fluorescent U-shape or Circle Style	\$1.00 each
Compact Fluorescent Lamp	\$2.00 each
Tires	
Up to and Including 16"	\$6.00 each
17" to 24"	\$15.00 each
Batteries - Automotive	\$3.00 each
Household Construction/Demolition Waste	
All Pickup Trucks, Level with Bed	\$225.00
Class III Metals (Residential Waste Only)	
All Pickup Trucks	\$25.00
Exhaust Systems/55 Gallon Drums	\$10.00 each
Tire Rims, Mufflers, Catalytic Converters	\$5.00 each
Small Containers (up to 5 gallons)	\$5.00 each
Brush/Clean Wood (Less Than 5" Diameter and Less Than 6' Long)	
All Pickup Trucks, Level with Bed	\$20.00
License Fee for Solid Waste Collection	
Annual License	\$25.00 per company

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WELFARE DEPARTMENT

Photocopies of File (Request by Client Only)	\$0.25 page
Photocopies of Claremont Welfare Guidelines	\$0.25 page
Copy of Claremont Welfare Guidelines (complete)	\$20.00