

# CITY OF NEWBURYPORT



IN CITY COUNCIL

**ORDERED:**

**July 11, 2022**

AN AMENDMENT TO AN ORDINANCE ON APPROVED FEES AND THE CODIFYING PROCEDURE OF PUBLISHING IN A “MUNICIPAL FEE SCHEDULE”

Be it ordained by the City Council of the City of Newburyport as follows:

The Code of Ordinances, City of Newburyport Massachusetts is amended to make the following insertions and deletions related to the following Chapters, Articles and Divisions addressing municipal fees. [Furthermore, Appendix B – Municipal Fee Schedule will be created to identify city council approved fees for city departments.](#)

## **2-A – Animals**

*No changes for Licensing of dogs and kennels of Stray Animal Fees*

<b><u>Kennel license fees</u></b>	<b><u>Fee</u></b>
Four (4) dogs	<b><u>\$30.00</u></b>
Five (5) to <b>nine (9)</b> dogs	<b><u>\$50.00</u></b>
<b>Ten (10)</b> or more dogs	<b><u>\$100.00</u></b>

## **2-B – Boats, Docks and Waterways (Harbormaster Department)**

*No Changes in Rates for Central Waterfront Docks*

<b><u>Commercial Fish Pier</u></b>	<b><u>Fee</u></b>
Five cents (\$.05) per pound for each pound in excess of twenty thousand pounds (20,000) of fish per day	<b><u>\$500</u></b>
Annual <b>Docking</b> Permit, includes use of hoist/parking	\$1,700
<b><u>Commercial Shellfish</u></b>	<b><u>Fee</u></b>
<u>Residents License</u>	\$100
<u>Non-residents License</u>	\$200
<u>Rack Fee</u>	\$2.00 per rack
<b><u>Waterways, Moorings, etc, Annual Permits</u></b>	<b><u>Fee</u></b>
<b><u>Dinghies up to 16 feet</u></b>	<b><u>\$20.00 flat</u></b>
<u>Waterways</u>	\$5 per foot
<u>Moorings</u>	\$4 per foot
<u>Moorings, overnight only</u>	\$50
<u>Dinghy Dock</u>	\$250

**2-C – BUILDING INSPECTION PERMITS (PLUMBING, GAS, METAL & ELECTRICAL)**

<u><i>Building Permits</i></u>	<u><i>Fees</i></u>
First one thousand dollars (\$1,000) of cost estimate	\$50
Each additional one thousand dollars (\$1,000) of estimate or part thereof.	\$10
<b><u>Certificate of Occupancy</u></b>	<b><u>\$40</u></b>
<b><u>Work without a Permit</u></b>	<b><u>The lesser of double permit cost or \$2,000</u></b>
<b><u>Certificate of Inspection</u></b>	<b><u>\$50</u></b>
<u><i>Plumbing Permit Fees</i></u>	<u><i>Fees</i></u>
<u>Permit fee</u>	<u>\$40</u>
<u>Inspection/Re-inspection fee</u>	<u>\$45</u>
<u>Charge for each fixture (Residential)</u>	<u>\$10</u>
<b><u>Charge for each fixture (Commercial)</u></b>	<b><u>\$20</u></b>
<u>Replacement hot water heater (Residential)</u>	<u>\$60</u>
<b><u>Replacement hot water heater (Commercial)</u></b>	<b><u>\$75</u></b>
<b><u>Work without a permit (Residential)</u></b>	<b><u>\$150</u></b>
<b><u>Work without a permit (Commercial)</u></b>	<b><u>\$300</u></b>
<u><i>Gas Permit Fees</i></u>	<u><i>Fees</i></u>
<u>Permit fee</u>	<u>\$40</u>
<u>Inspection/Re-inspection fee</u>	<u>\$45</u>
<u>Appliance fee (Residential)</u>	<u>\$5</u>
<u>Appliance fee (Commercial)</u>	<u>\$10</u>
<u>Replacement hot water heater (Residential)</u>	<u>\$60</u>
<b><u>Replacement hot water heater (Commercial)</u></b>	<b><u>\$75</u></b>
<b><u>Work without a permit (Residential)</u></b>	<b><u>\$150</u></b>
<b><u>Work without a permit (Commercial)</u></b>	<b><u>\$300</u></b>
<u><i>Sheet Metal Permit Fees</i></u>	<u><i>Fees</i></u>

Permit fee (Residential)	<u>\$75</u>
Permit fee (Commercial)	<u>\$150</u>
<b><u>Inspection fee/Re-inspection fee</u></b>	<b><u>\$45</u></b>
<b><u>Charge for each fixture (Residential)</u></b>	<b><u>\$5</u></b>
<u>Charge for each fixture (Commercial)</u>	<u>\$10</u>
<u>Work without a permit (Residential)</u>	<u>\$150</u>
<u>Work without a permit (Commercial)</u>	<u>\$300</u>
<b><u>Residential Electrical Permit Fees</u></b>	
<u>New Construction - Fee is based on the projected building cost as shown on the building permit.</u>	<u>First \$50,000 = \$180</u> <u>Each additional \$1,000 = \$1.00</u>
<u>Additions/Renovations (service not included)</u>	<u>\$60 permit plus \$3 per item, maximum allowable charge \$300</u>
<u>Garages Added On</u>	<u>\$80, attached</u> <u>\$125, detached</u>
<u>Generators</u>	<u>\$45, manual start</u> <u>\$85, automatic</u>
<u>Services—New, changed, or altered</u>	<u>Single Family Overhead = \$45</u> <u>Single Family Underground = \$85</u> <u>Multi Family = \$85 plus \$20 each additional unit-, sub- or house- panel</u>
<u>Temporary Service</u>	<u>\$50</u>
<u>Solar</u>	<u>\$100 up to 10kW (&gt;10kW use commercial solar rate)</u>
<b><u>Re-inspection Fee</u></b>	<b><u>\$45.00</u></b>
<b><u>Commercial Electrical Permit Fees</u></b>	
<u>New construction - Fee is based on the projected building cost as shown on the building permit.</u>	<u>First \$100,000 is \$300</u> <u>Each additional \$1,000 or fraction thereof is \$1.00</u>
<u>Additions/renovations (service not included)</u>	<u>\$60.00 for the permit plus \$3 for each (service not included) plug, switch, light, appliance, special equipment, etc.= fee</u>

<u>Services—New, changed, or altered</u>	<u>Each 200 amps or fraction thereof \$50.00</u> <u>(includes 1<sup>st</sup> panel or main circuit breaker enclosure)</u> <u>Each additional panel \$20.00</u>  <u>Temporary Service \$65</u>
<b><u>Re-inspection Fee</u></b>	<b><u>\$45.00</u></b>

<b><u>Miscellaneous Electrical Permits</u></b>	<b><u>Fee</u></b>
<u>Burglar/fire alarm systems</u>	<u>\$50, residential</u> <u>\$85, commercial</u>
<u>Central heat or A/C</u>	<u>\$65, residential</u> <u>\$85, commercial</u>
<u>Swimming pool – Above Ground</u>	<u>\$65</u>
<u>Swimming Pool – In Ground</u>	<u>\$95</u>
<u>Marina Commercial</u>	<u>\$150</u>
<u>Re-inspection</u>	<u>\$30</u>
<u>Hot water heater replacement</u>	<u>\$40, residential</u> <u>\$50, commercial</u>
<u>Utility lighting retrofit</u>	<u>\$65</u>
<u>Tel/data systems</u>	<u>\$85</u>
<u>Remove and reinstall for siding</u>	<u>\$55</u>
<u>Gas piping grounding</u>	<u>\$35</u>

**2-D – CITY CLERK (VITAL RECORDS AND CERTIFICATIONS)***No changes***2-E – FINANCE DEPARTMENT***No changes***2-F – FIRE PREVENTION AND PROTECTION***No changes***2-G – LICENSES, PERMITS, SIGNS AND BUSINESS REGULATIONS***No changes***2-H – MUNICIPAL FACILITY USE FEE**

<b>Senior/Community Center</b>	<i>Fee (see note below)</i>	<i>Reference</i>
<b><i>Weekday Rates: Monday through Thursday 4:00pm-10:00pm</i></b>		
Community Room A + B + Dining Room / Kitchen	\$100/hour – <b>Commercial or Private Function</b> \$50/hour – <b>Non-Profit/Civic Organization</b>	By order
Community Room A or B	\$50/hour – <b>Commercial/Private Function</b> \$25/hour – <b>Non-Profit/Civic Organization</b>	By order
Dining Room/Kitchen	\$75/hour – <b>Commercial/Private Function</b> \$50/hour – <b>Non-Profit/Civic Organization</b>	By order
Arts & Crafts Room, Billiards Room, Board Room, Computer Lab, Exercise Equipment Room, Library, Wellness Room	\$50/hour – <b>Commercial/Private Function</b> \$25/hour – <b>Non-Profit/Civic Organization</b>	By order
<b>Set-up/access to reserved space prior to event</b>	<b>No charge for first hour</b> <b>\$35/hr per additional hour</b>	<b>By order</b>
<b><i>Weekend Rates: Friday 4:00pm through Monday 7:00am (two hour minimum)</i></b>		
Community Room A + B + Dining Room / Kitchen – Weekday	\$150/hour – <b>Commercial/Private Function</b> \$100/hour – <b>Non-Commercial</b>	By order
Community Room A or B	\$100/hour – <b>Commercial/Private Function</b> \$75/hour – <b>Non-Profit</b>	By order
Dining Room/Kitchen	\$125/hour – <b>Commercial/Private Function</b> \$100/hour – <b>Non-Profit</b>	By order
Arts & Crafts Room, Billiards Room, Board Room, Computer Lab, Exercise Equipment Room, Library, Wellness Room	\$100/hour – <b>Commercial/Private Function</b> \$75/hour – <b>Non-Profit/Civic Organization</b>	By order
<b>Set-up/access to reserved space prior to event</b>	<b>No charge for first hour</b> <b>\$50/hr per additional hour</b>	<b>By order</b>

***Note: For community organizations that do not charge membership fees, do not hold fundraisers and do not accept donations, the fee to use municipal facilities is \$0/hour on weekdays and \$50/hour on weekends. Includes up to one hour of set-up/access to reserved space prior to event; each additional hour per fee schedule.***

<b>City Hall Auditorium</b>	<i>Fee (see note below)</i>	<i>Reference</i>
<b><i>Weekday Rates: Monday through Thursday 8:00am – 10:00pm, Friday 8:00am – 4:00pm</i></b>		
Auditorium	\$75/hour – <b>Commercial/Private Function</b> <b>\$50/hour – Non-Profit/Civic Organization</b>	By order
<b>Set-up/access to reserved space prior to event</b>	<b>No charge for first hour</b>	<b>By order</b>

	<b>\$35/hr per additional hour</b>	
<b>Weekend Rates: Friday 4:00pm through Monday 7:00am (two hour minimum)</b>		
Auditorium	\$125/hour – <b>Commercial/Private Function</b> \$75/hour – <b>Non-Profit/Civic Organization</b>	By order
Set-up/access to reserved space prior to event	<b>No charge for first hour</b> <b>\$50/hr per additional hour</b>	By order

*Note: For community organizations that do not charge membership fees, do not hold fundraisers and do not accept donations, the fee to use municipal facilities is \$0/hour on weekdays and \$50/hour on weekends. Includes up to one hour of set-up/access to reserved space prior to event; each additional hour per fee schedule.*

### **2-I – PARKING FEES (PERMITS, RATES)**

### **2-J – PARKS AND RECREATION FEES**

*No changes*

### **2-K – PLANNING DEPARTMENT FEES**

<b><u>Planning Board Application Fees</u></b>	<b><u>Fee</u></b>
Form A – Approval Not Required	\$200/lot or lot line change
Form B – Preliminary Subdivision	\$100 base plus \$100 per lot
Form C – Definitive Subdivision	\$1,000 base plus \$250/lot if Preliminary Plan was approved or \$500/lot otherwise
Modification of Definitive Subdivision	\$500 base plus \$175/lot
Special Permit/Amendment	\$200
Site Plan Review – Major	\$500
Site Plan Review – Minor	\$200
Repetitive Petition	\$200
Smart Growth Plan Review	\$1,000
Publication and abutters fee	<b>\$450</b> per project
Minor Modification	\$50
<b><u>Planning Board Peer Review Fees</u></b>	<b><u>Fee</u></b>
Preliminary Plan, Modification of Definitive Plan, or Special Permit Amendment	
2 – 15 Lots/Units	\$2,000
16 – 20 Lots/Units	\$3,000
21-25 Lots/Units	\$4,250
More than 25 Lots/Units	\$5,000
Fewer <b>than ten</b> Parking Spaces	\$1,000
Ten or more Parking Spaces	\$1,500

Definitive Plan, Special Permit or Site Plan:	
2 – 15 Lots/Units	\$4,000
16 – 20 Lots/Units	\$6,000
21-25 Lots/Units	\$10,000
More than 25 Lots/Units	\$20,000
Minor Site Plan Review	\$500
Major Site Plan Review	\$1,500
<b>Fewer than ten</b> Parking Spaces	\$2,000
10 or more Parking Spaces	\$5,000
Smart Growth Plan Review	\$5,000
<b><u>Zoning Board of Appeals Application Fees</u></b>	<b><u>Fee</u></b>
Appeal	\$200
Special Permit/Amendment	\$200
Variance	\$200
Publication and abutters fee	<b>\$450</b>
Minor Modification	\$50
<b><u>Historical Commission Application Fees</u></b>	<b><u>Fee</u></b>
Demolition Delay Application	\$100
<b><u>Fruit Street Local Historic Commission</u></b>	<b><u>Fee</u></b>
Certificate of Appropriateness/Non-Applicability	\$25
<b><u>Conservation Commission Fees</u></b>	<b><u>Fees</u></b>
Request for Determination	\$100
Notice of Intent	
Category 1	\$50 for each activity
Category 2	\$150 for each activity
Category 3	\$300 for each activity
Category 4	\$500 for each activity
Category 5	\$1/linear foot, not less than \$100 or more than \$1,000
Category 6	\$1/linear foot, not more than \$100 for a single-family home or \$1,000 for all other activities
Certificate of Compliance	\$25 for active Orders of Conditions \$100 for expired Orders of Conditions \$50 for each additional request
Amendments to Orders of Conditions	\$50 for the first amendment, \$75 for any subsequent amendments
Abbreviated Notice of Resource Area Delineation	\$25/100 linear feet of resource area not to exceed \$1,000
Minor Modification	\$25
Extension Permit	\$50
Emergency Certification	\$100
Letter Permit	\$25
Publication fee	<b>\$175</b>

**2-L – POLICE DEPARTMENT FEES**

No changes

## **2-M – Health Department Fees**

<i><b>Day Camps and Funeral Directors</b></i>	<i><b>Fee</b></i>
<u>Administrative Determination of Applicability</u>	<u>\$75</u>
<u>Bed &amp; Breakfast License</u>	<u><b>\$50</b></u>
<u>Body Art Practitioner (tattoo/piercing)</u>	<u><b>\$200</b></u>
<u>Body Art Establishment</u>	<u>\$200</u>
<u>Day Camp for Children</u>	<u>\$100</u>
<u>Day Care Service for Children</u>	<u>\$50</u>
<u>Certificate of Compliance</u>	<u>\$50</u>
<u>Document Preparation Fee</u>	<u>\$25, first page</u> <u>\$2 each add'l page</u>
<u>Disposal Works Installers Exam</u>	<u>\$10</u>
<u>Burial Permit</u>	<u>\$10</u>
<u>Funeral Directors</u>	<u>\$50</u>
<u>General License / Permit</u>	<u>\$100</u>
<u>Special Inspection</u>	<u>\$75</u>

<i><b>Title V /Septic and Wells</b></i>	<i><b>Fee</b></i>
<u>Disposal Works Installers Exam</u>	<u>\$10</u>
<u>Disposal Works Installers Permit</u>	<u>\$100</u>
<u>Ground Water Test (Deep Hole)</u>	<u>\$100</u>
<u>Perk Test</u>	<u>\$150</u>
<u>Deep Hole Test</u>	<u>\$100</u>
<u>Well Permit</u>	<u>\$25</u>

<i><b>Food Service Establishment – Plan Review</b></i>	<i><b>Fee</b></i>



Plan Review (Pools, Stables, Skating Rinks, Tobacco, Tanning Establishments)	\$150	Fee
Plan Review (Food Establishment)	\$150	
Plan Review (Skating Rink)		\$100
Plan Review (Mobile Food)	\$75	
Plan Review (Swimming Pool)		\$110
Plan Review (Mobile Food Kitchen)	\$150	
Plan Review (Special Purpose Pool)		\$110
Plan Review (Residential Kitchen)	\$75	
Plan Review (Stable (Barn Fee))		\$25
		\$5 per horse
Tanning Establishment		\$100
Temporary Food Events	Fee	
Tobacco Temporary Event	Fee	\$100
Food Service Establishment - Permits	Fee	\$50/day
Permit Fee	\$230	
- Each Seat (Max of \$450)	\$5/seat	
Frozen Dessert	\$25	
Refundable Deposit	Fee	
Milk & Ice Cream	\$10	
Cooking Event Organizer	\$500	
Mobile Food	\$165	
Non-Cooking	\$100	
Mobile Food Kitchen Annual	\$350	
Solid Waste Hauler Permit	\$320	
Retail Vehicle	\$260	
Residential Kitchen Vehicle	\$250	
Seasonal Establishment	\$165	
Sewage / Fats, Oils, Grease / Other Offal Substances	Fee	
Re-inspections (Additional)	\$55	
Hauler Permit		
First Vehicle	\$250	
Each Additional Vehicle	\$50	

**2-N**  
**- PUBLIC**  
**WAYS**  
**FEES**

**(DEPARTMENT OF PUBLIC SERVICES – HIGHWAY)**

**2-O – Recycling and Solid Waste**

<b>Yard Waste Facility and Landscaper Permit</b>	<b>Fee</b>
Under 65 years of age,	
First Vehicle	\$20
Second Vehicle	\$10
65 years of age and older	\$5
Replacement Sticker	\$10.00

<u>Landscaper Permit</u>	\$250
<b><u>Curbside Bulk Waste Stickers</u></b>	<b><u>Fee</u></b>
<u>Any furniture item</u>	<u>\$5</u>
<u>Mattress (trash)</u>	<u>\$20</u>
<u>Mattress (recycled)</u>	<u>\$15</u>

<b><u>Recycling Center Fees – Appliances</u></b>	
<u>Clothes Washer/Dryer (stackable) - \$20.00</u>	<u>Microwave - \$1.00 (metal), \$5.00 (plastic)</u>
<u>Clothes Washer/Dryer - \$10.00</u>	<u>Refrigerator - \$15.00 (regular), \$5.00 (dorm-size)</u>
<u>Dehumidifier - \$10.00</u>	<u>Room Air Conditioner - \$10.00</u>
<u>Dishwashers - \$5.00</u>	<u>Stove – 410.00</u>
<b><u>Recycling Center Fees – Electronics</u></b>	
<u>Copier Machine - \$5 (&lt;30lbs), \$25 (&gt;30lbs)</u>	<u>Televisions (CRT) - \$10 (10-19’'), \$15 (20-31’')</u>
<u>Computer (CPU Tower) - \$5</u>	<u>Televisions (CRT) - \$20 (32-35’'), \$25 (&gt;=36’')</u>
<u>Electronics, miscellaneous - \$0 to \$3, varies by size</u>	<u>Televisions (Flatscreen) - \$5&lt;32’’, \$10 &gt;= 32’')</u>
<u>Monitor – 410 (CRT), \$5 (flat-screen)</u>	<u>TV (wood case) - \$25</u>
<u>Printer - \$5 (inkjet), \$10 (laser)</u>	<u>TV (Projection) - \$30 &lt;= 200lbs, \$0.22/lb&gt;200lbs</u>
<u>Printer over 30lbs - \$25</u>	<u>VCR/DVD - \$2</u>
<b><u>Recycling Center Fees – Miscellaneous</u></b>	
<u>Mattresses - \$15 (recycling)</u>	<u>Tire - \$3/each (rim or no rim)</u>
<u>Helium Tank - \$1</u>	<u>Water Cooler - \$5 (small), \$10 (large)</u>
<u>Propane tank - \$1 (gas grill size)</u>	<u>Water Tank - \$3</u>

## **2-P – Water and Sewer Fees (Department of Public Services – Water and Sewer**

<b><u>Water Consumption Usage Rates</u></b>	<b><u>Fee</u></b>
<u>First 3,000 cu-ft for Residential and Non-residential</u>	<u>\$6.61/100 cu-ft</u>
<u>3,001 cu-ft and over for Residential and Non-residential</u>	<u>\$7.37/100 cu-ft</u>
<u>Residential Service Charge – Meters 1” or smaller</u>	<u>\$25/quarter</u>
<u>Residential Service Charge – Meters larger than 1”</u>	<u>\$125/quarter</u>
<u>Non-Res Service Charge – Meters 1” or smaller</u>	<u>\$30/quarter</u>
<u>Non-Res Service Charge – Meters larger than 1”</u>	<u>\$125/quarter</u>
<b><u>Sewer Usage Rates</u></b>	<b><u>Fee</u></b>
<u>First 3,000 cu-ft</u>	<u>\$9.84/100 cu-ft</u>
<u>3,001 cu-ft and over</u>	<u>\$10.60/100 cu-ft</u>
<u>Customer Service Charge – All customers</u>	<u>\$25/quarter</u> <u>\$30/quarter (Newbury)</u>
<b><u>Customer Service Charges</u></b>	<b><u>Fee</u></b>
<u>Emergency Call</u>	<u>\$400</u>
<u>Water On/Off</u>	<u>\$50</u>
<u>Water off, Meter Out</u>	<u>\$75</u>
<u>Water on, Meter In</u>	
<u>Labor – Water</u>	<u>\$75</u>
<u>Cut &amp; Cap Water Service</u>	<u>\$400</u>

<u>Water Reconnect</u>	<u>\$400</u>
<u>Property Transfer</u>	<u>\$60</u>
<u>New Account Fees</u>	<u>Fee</u>
<u>New Service Connections</u>	-
<u>1 Inch</u>	<u>\$2,500</u>
<u>2 Inch</u>	<u>\$4,270</u>
<u>4 Inch</u>	<u>\$7,140</u>
<u>6 Inch</u>	<u>\$10,000</u>
<u>Water Main Connections</u>	-
<u>8 Inch</u>	<u>\$13,000</u>
<u>12 Inch</u>	<u>\$16,000</u>
<u>16 Inch</u>	<u>\$20,000</u>
<u>Tap Fees</u>	-
<u>Tap 1 - 2 inch</u>	<u>\$400</u>
<u>Tap 4 - 6 inch</u>	<u>\$650</u>
<u>Tap 8 inch</u>	<u>\$800</u>
<u>Greater than 8 inch</u>	<u>\$1,200</u>
<u>Meter Charge</u>	-
<u>5/8 Inch</u>	<u>Market Cost (Variable)*</u>
<u>1 Inch</u>	<u>Market Cost (Variable)*</u>
<u>Greater than 1 inch</u>	<u>Market Cost (Variable)*</u>
<u>Meter horns fittings</u>	<u>Market Cost (Variable)*</u>
<u>Meter Test</u>	<u>\$150</u>
<u>Valve Repair</u>	<u>\$100</u>
<u>Sewer Connection Fees</u>	<u>Fee</u>
<u>Cut &amp; Cap Service</u>	<u>\$1,500</u>
<u>Sewer Reconnect</u>	<u>\$225</u>
<u>Property Transfer</u>	<u>\$60</u>
<u>I/I Fee</u>	<u>\$300</u>
<u>Contractor Services</u>	<u>Fee</u>
<u>Hydrant Flow Test</u>	<u>\$150</u>
<u>Hydrant Charge</u>	<u>\$400</u>
<u>Hydrant Charge Newbury</u>	<u>\$75</u>
<u>Inspection</u>	<u>\$60</u>

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Councillor Afroz Khan

**In City Council July 11, 2022:**

Motion to refer to Budget & Finance by Councillor Khan, seconded by Councillor Wright. Roll call vote. 11 yes. Motion passes.