

JULY 1, 2020

**CITY OF FROSTBURG
SCHEDULE OF MUNICIPAL FEES**

REAL ESTATE TAXES: \$0.68 per \$100 of Assessed Value

The interest rate on real estate taxes is 1.5% per month beginning October 1 and is retroactive to July 1.

TRAILER/MOBILE HOME TAXES: \$5.00 per lot per month on each occupied mobile home lot; taxes are payable monthly by the land owner

PERSONAL PROPERTY TAXES: \$1.41625 per \$100 of Assessed Value

Personal property taxes are assessed and billed throughout the fiscal year by the City as assessment certifications are received from the State Department of Assessments and Taxation. The due date for personal property taxes is not less than 30 days after the billing date. The interest rate on personal property tax is 1.5% and is added monthly to any delinquent amount due.

NOTIFICATION OF WATER SHUT OFF

The penalty for Notification of Water Shut-off is 10% of the total amount due or \$20.00, whichever is greater. The penalty is applicable upon notification to the customer regardless of whether the water service is actually terminated.

Water reconnection fee (during normal Water Department working hours) \$20.00
Water reconnection fee (after normal Water Department working hours) \$35.00

SUPPLEMENTAL WATER METER READINGS \$10.00

INSUFFICIENT FUND (CHECK OR ACH) CHARGES

First Offense \$30.00
Second and Continuing Offense \$50.00

ACCOUNT INFORMATION REQUESTS (Certification of tax and utility balances)

Individual account requests \$5.00 per tax account number
Entire tax file No charge for the default electronic file generated from the billing system

REBILLING FEES

Administrative fee \$10.00 per billing
Interest 1½ % per month on unpaid balance

ELECTRONIC PAYMENT PROCESSING FEES (Debit or credit card payments through Square)

Card presented in person and entered electronically 3.5%
Card presented by phone or entered manually 4.5%

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ELECTRONIC PAYMENT PROCESSING FEES (Payments excluding those processed through Square) These fees are set by the processing company and subject to change.

E-Checks Flat fee up to \$1.99 per transaction
Credit Cards..... 2.95% of the total transaction amount
Tax Payments ONLY: Flat rate of \$3.95 if a debit card with a VISA emblem is used
(The flat rate for tax payments only applied for VISA debit. Any other debit card would be subject to the credit card fee as stated above.)

WATER RATES

WATER CONSUMPTION IN CITY CUSTOMERS
0 – 50,000 gallons per billing..... **\$5.80/1,000 gallons**
50,001 gallons per billing and over..... **\$11.10/1,000 gallons**

WATER CONSUMPTION INDIVIDUAL CUSTOMER ACCOUNTS OUTSIDE CITY
0 – 50,000 gallons per billing..... **\$8.70/1,000 gallons**
50,001 gallons per billing and over..... **\$16.65/1,000 gallons**

BULK DELIVERY TO ALLEGANY COUNTY
All water consumption **\$3.36/1,000 gallons**

SEWER RATES

Billed based on water consumption ALL CUSTOMERS
0 – 50,000 gallons per billing..... **\$11.80/1,000 gallons**
50,001 gallons per billing and over..... **\$15.25/1,000 gallons**

WATER SURCHARGE

Surcharge per unit or equivalent
In-City Frostburg customers \$11.80/month or \$35.40/quarter
Out of City customers \$10.75/month or \$32.25/quarter
County customers except Eckhart..... \$7.75/month or \$23.25/quarter
County customers - Eckhart..... \$1.65/month or \$4.95/quarter

CSO (Combined Sewer Overflow) SURCHARGE

Surcharge per unit or equivalent \$7.00/month or \$21.00/quarter

GARBAGE RATES

Residential customers..... \$38.00 per unit per quarter
Recycling credit (requires enrollment with Burgmeier’s Hauling) \$9.00 per quarter

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Special Garbage Charges

A special garbage collection can be scheduled for a prepaid fee of \$50 per load.

An excess trash charge of \$50 will be assessed to the property owner for each load over the first pick-up truck sized load during bulk pick-up.

SALE OF BULK WATER – \$100 is due with the Application for Bulk Water. Upon approval by the Director of Public Works, water is billed at \$10 per 1,000 gallons and payable within 30 days. Written documentation of water usage must be provided by the approved user.

WATER CONNECTIONS

Fee applicable to in-city and out-of-city connections – credits applicable to in-city connections only

Tap Size	Tap & Connection Fee	<i>less applicable connection credit</i>	New Connection Credit (new tap is made to line by City Water Dept.)	Residential Existing Tap Credit (issued if tap to be used is existing and approved by City Engineer (e.g. subdivisions))	Commercial Existing Tap Credit (issued if tap to be used is existing and approved by City Engineer (e.g. new shopping center))	Redevelopment Credit (issued when new tap is made to line for <u>existing or razed</u> structure for sprinkler system)
3/4"	\$1,500.00		-	\$1,000.00	\$1,000.00	\$600.00
1"	\$1,800.00		-	\$1,200.00	\$1,200.00	\$800.00
1 1/2"	\$3,000.00		-	\$2,000.00	\$2,000.00	\$1,500.00
2"	\$4,500.00		-	\$2,500.00	\$2,500.00	\$2,500.00
4"	\$6,000.00		-	n/a	\$3,000.00	\$3,000.00
6"	\$9,000.00		-	n/a	\$4,500.00	\$4,500.00
8"	\$12,000.00		-	n/a	\$6,000.00	\$6,000.00
Taps 10" and larger will be priced by City Engineer						

SEWER CONNECTIONS

Use Type	Tap & Connection Fee	<i>less applicable connection credit</i>	New Connection Credit (new tap is made to line by City Street Dept.)	Existing Tap Credit (issued if tap is pre-existing (e.g. subdivisions))	Redevelopment Credit (issued when new tap is made to line for <u>existing or razed</u> structure(s))	
Single Family Residential (including townhouse & twin family where each unit is on a fee-simple lot)	\$2,000.00		\$	-	\$1,500.00	\$500.00
Two-family & Multi-family *	\$2,500.00		\$	-	\$2,000.00	\$500.00
Commercial *	\$3,000.00		\$	-	\$2,500.00	\$500.00

* Fee may be higher if actual costs incurred are greater

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WATER METER FEES complete with 1 check valve and 1 coupling

<i>Meter size</i>	<i>Meter + Registry</i>	<i>Additional Coupling</i>	<i>Additional Check Valve</i>
Water meter bottom	\$25.00	-	-
≤ 3/4"	\$450.00	\$25.00	\$125.00
1"	\$900.00	\$30.00	\$225.00
1 1/2"	\$1,000.00	\$85.00	Supplier cost plus 10%
2"	\$1,200.00	\$110.00	Supplier cost plus 10%
<i>Meters larger than 2" shall be priced by City Engineer</i>			
Water meter registry only	\$225.00		
Water meter excluding registry	"Meter + Registry" fee above less \$225.00		

EXTENDED SEWER & WATER TAPS: RESIDENTIAL/COMMERCIAL

Note: This extended sewer and water tap charge applies to new building and/or conversion building and shall be assessed at the time the building permit is issued.

Add \$0.00 for each additional unit over 1 \$0.00 each (water)

LAND USE AND BUILDING PERMIT FEES

Call City Hall for the number of inspections required as they vary by project. The inspection fee is based on use type.

Residential Permit Fees

- Single Family \$75.00
- Twin Dwelling/ Two-Family..... \$100.00
- Renovation (Structural Changes) \$25.00

- Single and Two-Family Sprinkler Rebate \$500.00

After the Use & Occupancy Permit has been issued by the City following the construction of a new single or two-family home with a sprinkler system (required by State Law), a rebate will be issued to the property owner.

Residential Inspection Fees

- Inspections \$50.00 per inspection

- Electric Service
 - 100-200 amp \$75.00 per service
 - 400 amp \$125.00 per service

- Plan Review (non-refundable)..... \$100.00 per hour

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Commercial and Multi-Family Permit Fees

Multi-Family Housing.....	\$50.00 per unit
Commercial.....	\$100.00 plus \$0.05 per square foot
Renovation (Structural Changes)	\$25.00

Commercial and Multi-Family Housing Inspection Fees

Multi-Family	\$50.00 per inspection plus cost of electric service
Plan Review (non-refundable).....	\$125.00 per hour
Commercial (retail, assembly, restaurant and similar spaces)	
First 5,000 square feet.....	\$0.75 per square foot
Additional square footage	\$0.25 per square foot
Commercial Kitchen – Additional	\$0.20 per square foot for the entire area including dining.
Office Space	\$0.50 per square foot
Hotel	\$300 per room for first 20 rooms
Additional rooms	\$100.00 per room
Electric Service	
100-200 amp	\$75.00 per service
400 amp	\$125.00 per service
600 amp	\$350.00 per service
800 amp	\$600.00 per service
1000 amp	\$800.00 per service
Transfer Switch - add 33% of cost of service	

Commercial re-inspections are minimum of \$95.00 per trip.

Other occupancies, change of occupancy, and remodel prices are determined by the inspector.

Residential and Commercial Accessory Structures and Additions (sq. ft. based on total floor area)

<300 square feet.....	\$10.00
300-899 square feet.....	\$40.00
>900 square feet.....	\$75.00
Fences/Swimming Pools.....	\$25.00
Retaining walls >30" in height	\$25.00

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Residential and Light Commercial Photovoltaic Inspection

Price per 3500 watts	\$50.00
Inverter.....	\$50.00
Service tie-in 200A or less.....	\$50.00
Each additional 200A	\$50.00
Battery < 12 cells	\$50.00
Each additional 12 cells	\$50.00
Plan Review.....	\$80.00
Site visit in Lieu of Engineer for Structural Assessment.....	\$50.00

Energy/Telecom Structure (per new structure)..... \$50.00
Plan review, inspections, and/or grading permit may be required depending on project

Demolition Permit & Inspection Fees

Demolition.....	\$25.00
Demolition of Structure damaged by fire or other natural disaster, or listed on the Code Enforcement Blighted Property List	\$0.00
Inspections (typically 2).....	\$50.00 per inspection

Emergency or re-inspections if work is not ready for inspection..... \$50.00

Grading

If an Allegany Soil Conservation District review is required, ASCD will charge fees based on the official ASCD fee schedule, in addition to, or in lieu of, City of Frostburg fees.

Forest Harvest	\$25.00
Minor/Standard Plan	\$25.00
Major Plan.....	\$100.00
Street Entrance	\$25.00
Stormwater Facility	\$100.00

Sign Permits (See City Zoning Ordinance § 7 for Signs requiring a Permit)

Sign area is determined per the City Zoning Ordinance § 7

Replacement of lettering or light panel on existing sign structure	\$0.00
Directional, instructional, or “wayfinding” sign.....	\$0.00
Less than 25 square feet.....	\$30.00
25 to 60 square feet.....	\$45.00
61 to 180 square feet	\$75.00
Greater than 180 square feet	\$150.00
Electronic Messaging Centers (EMCs)	permit fee based on size + \$100.00

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Other Permit Fees

Zoning Certification	\$0.00
Home Occupation Permit	\$25.00
Residential Occupancy Permit	\$0.00
Commercial Use and Occupancy Permit.....	\$25.00

Solicitor Permits

Door to Door (effective for one year from date of issuance)	\$25.00
Short-Term Mobile Unit (effective up to two consecutive weeks).....	\$150.00
Annual Mobile Unit (effective one year from date of issuance)	\$250.00
One-Time Special Event	\$0.00

Subdivision Review

Consultation Meeting	\$0.00
Formal Application (water/sewer/public road available at site)	\$200.00
Formal Application (review of off-site infrastructure extension included).....	\$400.00

Board of Zoning Appeals

Special Exception	\$250.00
Variance.....	\$250.00
Administrative Error.....	\$150.00

Re-Zoning Request

Zoning Map Error or Map Change.....	\$100.00
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MISCELLANEOUS PERMIT FEES

Special Event.....	TBD per Article VI, Section 4 of the City Code
Photographer	\$25.00
Transfer of Permit	\$1.00
Burning Permit	\$0.00
Chicken License.....	\$30.00

POLICE DEPARTMENT

Parking Violations

Meter	\$15.00
Handicap Only.....	\$50.00
Fire Hydrant Violations	\$50.00
All Others	\$30.00

Second offense or continuing violations may be doubled.

Late Fee: After a violation is 30 days old and unpaid, the fine will be doubled.

Vehicles may be towed if they have accumulated three or more unpaid violations 30 days after the issuance of first violation.

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POLICE DEPARTMENT (continued)

Parking Permits

The permit fee is \$20.00 per month or \$200.00 for an annual permit which is purchased in advance.

Copies\$10.00

RENTAL HOUSING REGISTRATION & INSPECTION

Initial Rental Registration

Registration per unit, prior to occupancy.....\$40.00

Rental Registration Renewal

Annual Registration per unit, by February 1.....\$40.00

Annual Registration per unit, by March 1..... \$50.00

Annual Registration per unit, by April 1.....\$100.00

Annual Registration per unit, after April 1.....\$40.00 + \$250 citation

Rental units will forfeit any "grandfathering" if not registered and fees paid by June 1st.

Rental Housing Annual Registration Fee includes one primary rental housing inspection to occur once every three (3) years by City licensed Rental Housing Inspector.

Re-inspection Fee (if required); to be paid to the Rental Housing Inspector.....\$25.00

DOCUMENTS

Zoning Ordinance \$8.00

Subdivision Regulations..... \$5.00

Rental Housing Code.....\$5.00

Rental Unit Verification.....\$5.00

Comprehensive Plan..... \$5.00

Personnel Policy \$6.00

Miscellaneous copies.....\$0.10 per page

Audit reports \$5.00

Transcripts..... \$35.00 base fee plus \$5.00 for every 20 minutes of recorded speech

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RECREATION FEES

	City Resident	Non-City Resident
Community Center	\$300.00/day \$ 40.00/hour	\$350.00/day (\$150.00 Security Deposit) \$ 50.00/hour
Preston Amphitheater	\$300.00/day \$ 40.00/hour	\$350.00/day (\$250.00 Security Deposit) \$ 50.00/hour
City Place		
Hall	\$300.00/day \$ 40.00/hour	\$350.00/day (\$150.00 Security Deposit) \$ 50.00/hour
Meeting Room	\$150.00/day \$ 25.00/hour	\$175.00/day \$ 35.00/hour
Pavilion Rentals	\$ 40.00/day \$ 50.00/day	\$ 55.00/day (rentals through 12/31/20) \$ 65.00/day (rentals after 12/31/20)

Additional charges may apply for damages and police response as set forth in the rental agreement.

Armory Gym Rental	\$ 35.00/hour/month \$ 15.00/hour	\$ 50.00/hour/month \$ 20.00/hour
	\$ 40.00/hour/month \$ 20.00/hour	\$ 55.00/hour/month (rentals through 12/31/20) \$ 25.00/hour (rentals after 12/31/20)
Armory Special Event	\$ 40.00/hour	\$ 50.00/hour (\$150.00 Security Deposit)
Field Rental	\$ 75.00/day \$ 25.00/hour	\$ 90.00/day \$ 35.00/hour
Rec Facility Key Deposit	\$40.00/key	\$40.00/key
Special Event Fee (all buildings; events ending after 11:00pm)		\$50.00 per hour
League Participation Fee (non-City residents)		\$5.00 per person

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RECREATION FEES – SWIMMING POOL

Daily Pool Admissions

- Adults - \$6.00
- Children (age 5 – 17) - \$5.00
- Children (age 4 and under) – Free with a paying adult

Group Rate (15 or more ages 5 & up) - \$1.00 off each admission

Pool Passes		City Resident	Non-City Resident
Individual Season Pass	1 Pass	\$ 60.00	\$ 70.00
	2 Passes	\$115.00	\$135.00
	3 Passes	\$165.00	\$195.00
	4 Passes	\$210.00	\$250.00
	5 Passes	\$250.00	\$300.00
	6 Passes	\$285.00	\$345.00

Individual Season Passes can only be purchased in increments of 6 or less.

15 Swim Punch Pass:	1 for \$60.00	15 admissions ~	\$4.00/admission
	2 for \$110.00	30 admissions ~	\$3.67/admission
	3 for \$150.00	45 admissions ~	\$3.33/admission
	4 for \$180.00	60 admissions ~	\$3.00/admission

*If purchasing 4 or more punch passes, each additional 15 swim punch pass is \$45.00 if purchased on the same day. **Punch passes are valid for individual or group entry for up to 15 admissions per pass.**

W. Robert Flanigan, Mayor

ATTEST: _____
Elizabeth Stahlman, City Administrator