

RESOLUTION NO. ~~956-11~~ 973-12

AMENDING THE TOWN OF BEL AIR'S FEE SCHEDULE

WHEREAS, Chapter 192-1 of the Bel Air Town Code authorizes the Board of Town Commissioners to establish fees from time to time for certain Town services and documents; and

WHEREAS, the Board of Town Commissioners desires to establish an administrative fee to recover costs incurred for billing and construction management of storm water pond repairs for Homeowner's Associations;

NOW, THEREFORE, BE IT RESOLVED by the Bel Air Board of Town Commissioners that the Town's Fee Schedule be amended to add a billing/construction management fee, as follows:

GENERAL PLANNING REVIEW FEES

Preliminary Site Plan Review	
Single Family/Institutional	\$200.00 + \$50.00/unit or lot
Multi-Family	\$200.00 + \$25.00/unit
Industrial/Commercial	\$350.00 + \$50.00/acre or fraction thereof
Subdivision Review	
Residential/Institutional	\$500.00 + \$10.00/unit or lot
Industrial/Commercial	\$500.00 + \$25.00/acre or fraction thereof
Site Plan/Subdivision Revision, or Administrative Review (prior to Mylar Signature)	
Residential/Institutional	\$100.00 + \$25.00/unit or lot
Industrial/Commercial	\$200.00+ \$25.00/acre or fraction thereof
Concept Plan Review	\$250.00
Plat Recordation	\$30.00/Plat
Comprehensive Zoning - Rezoning Request	\$50.00/Recorded Property
Rezoning Petitions	
0-4 acres	\$500.00 + hearing and advertising costs
5 acres or more	\$500.00 + \$10.00 per acre + hearing and advertising costs

Development Regulation Amendment Petition other than rezoning	\$250.00
Annexation Petition	
less than one acre	\$250.00 + hearing and advertising costs
one acre or more	\$500.00 + \$10.00 per acre + hearing and advertising costs
Special Development Application/Special Development Revision	
Residential/Institutional	\$200.00 + hearing and advertising costs
Industrial/Commercial	\$400.00 + hearing and advertising costs
Extension of Approval for Special Development, Preliminary Plan, Non-conforming Use, Special Exception or Variance	\$150.00 + hearing and advertising costs
Variance Application	\$300.00 + advertising costs
Special Exception Application	\$300.00 + advertising costs
Interpretation Application	\$150.00 + advertising costs
Minor Variance, Special Exception (SE) or Interpretations (to include SE or Administrative Variance for Signs, Sheds, Fences, outdoor or tent displays and deck setback, variances 5 feet and under)	\$50.00 + advertising costs
Expansion of Non-Conforming Use	\$150.00 + advertising costs
Sign Permit	
Residential or signs under 25 square feet	\$25.00
All others	\$50.00
Fences	\$20.00 + \$0.04 per ft. over 250 ft.
Sheds	
120 sq. ft. & under	\$20.00
Over 120 sq. ft., but not over 200 sq. ft.	\$30.00
Over 200 sq. ft.	See Building Permit Fees
Public Utility & Floodplain Verification	\$25.00
Temporary Use Permits (Christmas tree sales, tents for special events and modular classroom facilities)	\$25.00

Home Occupation Permits	\$25.00
Untagged Vehicle Permit	\$25.00
Forest Conservation Plan Application plus Plans Review	\$200.00 + \$10.00/acre
Simplified Forest Stand Delineation/Forest Conservation Plan Application and Plans Review	\$150.00

MISCELLANEOUS

Candidate for Election Fee	\$25.00
Tattooing	
Business License	\$250.00/ annually
Person	\$75.00 /annually
Newsrack Permit	\$50.00/ annually
Itinerant Merchants, Vendors and Solicitors Permits	
Solicitor	\$20.00 (30 days or less) \$40.00 (31 - 90 days)
Merchants and Vendors from house to house or place to place	\$40.00 (30 days or less) \$60.00 (31 - 90 days)
Merchants and Vendors – all other items	\$40.00 (30 days or less) \$60.00 (31-90 days) \$115.00 (91 days to 6 months)
NSF Check Charge	\$25.00/check
Delinquent Collection Fee (The Administrative Expense of Collecting Real Estate Taxes, Sewer User Charge, Bay Restoration Fees, User Benefit Assessments, and any other charges)	\$10.00/advertisement for the first two advertisements. \$60.00/property/advertisement for each subsequent advertisement. If payment is NOT received by the Friday before the tax sale day, held the third Monday in June, a fee of \$20.00 is due, in additional to advertisement costs.
Lien Release Administrative Fee	\$12.00/Property Search
Fingerprints (non residents)	\$10.00
Memo (duplicate) Real Estate Tax Bill Charge	\$1.00/memo (duplicate) bill
Tree Replacement Fee	\$350.00

Parking Meter Smartcard

\$4.00/new card

SPECIAL EVENTS

TOWN SPONSORED EVENTS

With the exception of events in the Bel Air Reckord Armory, Town sponsored events are not charged for associated costs and include but are not limited to the following:

Summer Concert Series, Lunchtime Concert Series, Independence Day celebration, Bel Air Farmers Market, Bel Air Downtown Alliance events, Flag Day Ceremony, Memorial Day Ceremony, Christmas Parade and Christmas Tree Lighting Ceremonies. Other events approved by the Board of Town Commissioners and designated Town sponsored shall not be charged associated costs.

A separate fee schedule applies to events held in the Bel Air Reckord Armory.

COUNTY SPONSORED/NON-PROFIT SPONSORED

With the exception of events in the Bel Air Reckord Armory, the Town of Bel Air will provide basic services (set up, breakdown, traffic control, temporary signage, and crowd control) up to a maximum of \$300.00 per year (EXCLUDES POLICE AUXILIARY PERSONNEL). County sponsored events or non-profit events are responsible for:

1. Actual costs of Police and Public Works personnel that is greater than the maximum amount provided by the Town; and
2. Actual costs for damages resulting from the event.
3. police auxiliary personnel - \$15.00/hr per person (By contract only)

The Town of Bel Air does not provide or pay for costs related to the rental of specialized equipment, advertising, portable toilets, entertainment, transportation costs or other non-basic services associated with County or non-profit events.

A separate fee schedule applies to events held in the Bel Air Reckord Armory.

FOR PROFIT EVENTS

Actual costs of Police Personnel	TBD*
Actual costs of Public Works Personnel	TBD*
Janitorial service (Rockfield Park/ Shamrock Bandshell only) for restroom use	\$75.00

Police Auxiliary Personnel	\$15.00/hr per person
Actual cost for temporary signage specific to event	TBD*
Administrative Fee	\$20.00/hr of event
Actual costs for damages as result of event	TBD*
Hourly charges for facility	
Town Hall (limited availability)	\$100.00/hr
Band Shell (limited availability)	\$100.00/hr
Parking Garage (limited availability)	\$75.00/hr

±* Costs to be assessed based on actual costs to Town, including, but not limited to salaries, benefits, materials, supplies, signage, etc.

FINES AND PENALTIES

Re-inspection Fee or Unnecessary Trips	\$60.00
Investigating fee, violating a Stop Work Order, working without a valid permit or license (fee in addition to regular permit and licensing fee)	\$200.00
Penalty for proceeding without prior inspection	\$50.00
Penalty for proceeding with work without a Utility Permit	\$50.00
Red Light Camera Violations	\$75.00
First Late Notice	+ \$10.00
Second Late Notice	+ \$10.00
Flagging Fee for each Unsatisfied Red Light Citation	\$15.00
Duplicate VR-119 Release Fee for Flagged Red Light Tickets	\$10.00

DOCUMENTS AND PUBLICATIONS

<u>Bel Air: An Architectural and Cultural History 1782-1945</u> (case lot price)	\$27.00 \$22.00 per book
Erosion & Sediment Control Ordinance and Rules & Regulations	\$15.00
Forest Conservation Package	\$5.00
Historic Preservation Powers and Duties	\$20.00
HPC Design Guidelines	\$20.00

Landscape Manual	\$15.00
Project Plans and Specifications	Up to \$40.00
Sign Manual	\$10.00
Stormwater Management Ordinance	\$15.00
Town Charter (includes updates for 2 yrs.)	\$20.00
Town Development Regulations	\$25.00
Town Master Plan (Comprehensive Plan)	\$30.00
Town Zoning Map	\$2.00
2009 Market Study	\$20.00

PHOTOCOPIES

	<u>Black & White</u>	<u>Color</u>
8.5 x 11	\$0.15/ea	\$0.25/ea
8.5 x 14	\$0.15/ea	\$0.25/ea
11 x 17	\$0.35/ea	\$0.45/ea
Pending legislation	No Charge	
Records for court appeals	\$0.10/ea.	
Accident Reports	\$5.00/ea	
Other criminal and non-crime reports	\$5.00/ea + \$0.25 per page over 5 pages	
Photographs (accidents or suspect lineups)	\$5.00/ea	

VCR TAPES, CD ROM & FLOPPY DISC

Tape, CD, and Floppy Disc copies of traffic stops, accidents, etc.	\$10.00/ea
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MAPS AND PLAT PRINTS

Copies up to 24 x 36	\$1.00/ea
Larger than 24 x 36	\$0.20/sq. ft.
Aerial Topo Map (1990)	\$15.00/sheet

24 x 36 Title Bulk Sheets	\$3.50/ea
Photogrametric/aerials (2001)	\$10.00 (11" X 17") \$5.00 (8" X 10")
Any other publication/document on CD, Floppy Disc or VCR tapes not listed above	\$5.00

BUILDING PERMITS

Commercial/Industrial/Institutional \$0.09 per sq. ft., minimum \$150.00 (DILP Review & Inspection Services); plus \$0.01 per sq. ft., minimum \$85.00 (Use & Occupancy Certificate). Based on specific use, additional building permit review fee may apply.

Group H: High Hazard Uses \$ 0.12 per sq. ft., minimum \$225.00 plus \$0.01 per sq. ft., minimum \$85.00 U&O(Use & Occupancy Certificate)

Utilities, public or private, each structure (tower, transformer, poles, etc.) \$50.00 minimum + Admin.

Group R (R-1, R-2, R-3, R-4): Residential Buildings

1- and 2-Family Dwellings (R-3,R-4) \$ 0.06 per sq. ft., minimum \$ 75.00 + Admin.

Hotel Buildings (R-1) \$0.09 per sq. ft., minimum \$150.00 plus \$0.01 per sq. ft., minimum \$85.00 (U & O)

Dormitory Buildings and Assisted Living \$0.09 per sq. ft., minimum \$150.00 plus \$0.01 per sq. ft., minimum \$85.00 (U & O)

Multi-Family (apartments) and Condominiums (R-2) \$0.08 per sq. ft., \$10.00 for shell U & O, \$10.00 U & O for each dwelling unit and \$20.00 Admin. for each dwelling unit.

Additions/Alterations

Decks, porches and balconies, club basement \$0.05 per sq. ft., minimum \$30.00 +25.00Admin.

Occupant Structures (Room Additions), Residential Accessory Buildings	\$0.05 per sq. ft., minimum \$65.00 +\$25.00Admin.
Sheds (Over 200 Sq. Ft.)	\$0.05 per sq. ft., minimum \$30.00 +\$25.00Admin.
<u>Group U: Miscellaneous</u>	
Commercial Retaining Walls	\$60.00 + 25.00 Admin.
Tanks, above-ground or underground	\$40.00 each
Utility Permits (INC DRIVEWAYS)	\$50.00
Demolition without a separate permit	\$75.00
Swimming Pools	
Residential Above Ground	\$40.00 +\$25.00 Admin.
In-Ground	\$75.00 +\$25.00Admin.
Public	\$125.00 +\$25.00Admin.
Commercial Tenant Use (without building modifications)	\$85.00
Temporary Use & Occupancy Certificates	\$30.00
First Re-inspection	\$50.00
Second and Subsequent Re-inspections	\$100.00
Building permit plan review fee after third submittal of a revised plan for the same permit (based on Harford County review time)	\$ 65.00/hour (\$60.00 County Fee + \$5.00 Town Admin.)

PUBLIC WORKS REVIEW FEES

STORMWATER MANAGEMENT AND EROSION/SEDIMENTATION CONTROL FEES

Stormwater Management Permit	4% of estimated construction cost not to exceed \$4,000.00
Stormwater Management Waiver for partial or complete relinquishment of requirements	\$200.00
Fee in Lieu	\$ 1.00 per square foot of remaining untreated impervious area (for each of quantity and quality)

Erosion and Sediment Control Agreement (less than or equal to 5,000 sq. ft. or less than or equal to 100 cubic yards of disturbed area)	\$50.00
Erosion and Sediment Grading Permit (greater than 5,000 sq. ft. or greater than 100 cubic yards of disturbed area)	4% of estimated construction cost, minimum \$50.00

BILLING/CONSTRUCTION MANAGEMENT FEE **\$30.00/PROPERTY OWNER/YEAR BILLED**

SEWER FEES

Plan Review/Fixture Count Analysis (applicable to any building activity or tenant use change requiring a plumbing fixture count determination)	\$50.00
Sewer Connection Charge	\$650.00 per 30 fixture units
Plumtree Pumping Station Surcharge (applicable only to new connections in the Plumtree Pumping Station Service Area)	\$800.00 per 30 fixture units
System Development Fee	\$5,438 per 30 fixture units (effective 7/1/11). Increases 6% annually pending Town Board approval.
User Benefit Assessment Fee (25 payments will be billed to the property owner by the Town of Bel Air)	\$35.00 per year for 25 years per 30 fixture units

PLUMBING PERMITS

Town of Bel Air Plumbing Permits are issued by the Harford County Division of Inspections, Licenses and Permits (Plumbing Services) in accordance with the current Harford County Fee Schedule.

ELECTRICAL PERMITS

Town of Bel Air Electrical Permits are issued by the Harford County Division of Inspections, Licenses and Permits (Electrical Services) in accordance with the current Harford County Fee Schedule.

AND BE IT FURTHER RESOLVED that this Resolution shall take effect on the day of its passage.

Passed & Approved:

Ayes:

Nays:

Absent:

Edward Hopkins, Chair

Joyce A. Oliver, Town Clerk