

**City of Westminster**  
**Schedule of Fees and Charges Effective January 1, 2009**  
(Please refer to Ordinance Nos. 795 and 798 for further information)

Chapter	Section	Fees and Charges Effective January 1, 2009	Explanation and Commentary
14 - Elections	14-2 - Filing Fees	\$25	14-2 does not have an exception to waive the filing fee due to indigency. The City Attorney advises that a Supreme Court decision requires that if a fee is to be collected then an indigency exception must be provided. Section 5-401 of the State Election Code provides a waiver process for the City to use.
78 - Fire Prevention	78-5 - Permit Fees	\$0	
80 - Fishing	80-1 - Raw Reservoir	\$0	At present, fishing is not allowed at Raw Reservoir.
83 -Floodplain	83-26 - Administrative Fees	actual costs	Actual costs determined by Director of Public Works.
90 - Junkyards	90-5 - Permit Fee	\$0	Chapter 90 was rescinded. Junkyards are regulated in Chapter 164-151.
94 - Licenses	94-8 - Circus Parades	\$100	
	94-9 - Circuses Entertainment	\$100	1st performance of circus
		\$100	Additional performance
		\$100	1st performance of sideshow
		\$100	Additional performance
		\$100	Other exhibitions
		\$100	At discretion of Legislative body
94-10 - Distribution of Handbills	\$25	Law changed from annual fee to per distribution fee.	

	94-11 - Peddling and Soliciting	\$100	Section 94-5 of City Code amended to follow fiscal year and eliminate the pro-rating of fees.
109 - Picketing and Parades	109-2 - Permit Required	\$0	
	109-10 - Procedure for Requesting Permit	\$0	Actual costs determined by City Clerk.
119 - Property Maintenance	119-18 - Fees	actual costs	Actual costs determined by Code Official.
124 - Sewers and Sewage	124-3.1 - Application for Service	\$50	Charge for establishing new sewer service.
	Good Cause Waivers	\$350 \$600	<5 acres, plus reimbursement of legal costs. >5 acres, plus reimbursement of legal costs.
	124-12D - Industrial Waste Permit	\$500	Staff time and expense to process permit
	124-23 - Extension of Service	\$1,000 \$2,000	County; review and approval of construction drawings. City; review and approval of construction drawings.
	124-24A & B - Basic Schedule of Fees and Charges	\$5,496	Fee for new house. Attachment 1 contains a complete schedule of charges effective January 1, 2009.
	124-26B - Avondale Sewer Service Area	\$1,200 \$1,200 \$600 \$600	Per acre - industrial Per acre - commercial Per acre - residential Per acre - agricultural
	124-27B - Air Business Center Drainage Area	\$1,400 \$1,100 \$750	Per acre - industrial Per acre - commercial Per acre - residential

		\$550	Per acre - agricultural
	124-28A Connection Charges	\$1,500	Minimum or actual cost, whichever is greater. Rebill all costs >\$1,500.
	124-29 Sewer Charges	Current Schedule	New utility rate study proposes increases. No planned hearings or legislative action until 2009.
	124-30 Additional Charges		
	124-30A - Pre-treatment	actual costs	Actual costs determined by Director of Public Works.
	124-30B - Monitoring	actual costs	Actual costs determined by Director of Public Works.
	124-30C - Discharge	actual costs	Actual costs determined by Director of Public Works.
	124-30D - Applications	\$50	
	124-30E - Appeals	\$50	
	124-30F - Surcharge	\$330	BOD5 > 220mg/l; per thousand pounds over limit
		\$330	TKN > 20mg/l; per thousand pounds over limit
		\$330	TSS > 250mg/l; per thousand pounds over limit
		\$330	TP > 5mg/l; per thousand pounds over limit
	124-30G - Other fees	actual costs	Actual costs determined by Director of Public Works.
130 - Solid Waste	130-4C - Permit	\$200	Annual charge.
	130-7A - Bulk Pick-Up	No Charge	< 3 residential units.
		No Service Provided by City	> 4 residential units, mixed business-residential units, businesses, institutions and related uses as identified in City law.
	Eviction and Other Bulk Collection Service		
	Entitled	\$150	Normal pickup day for location
		\$300	Other than normal pickup day for location
		\$450	Overtime (\$300 x 1.5)

	Non-Entitled	\$300	Normal pickup day for location
		\$500	Other than normal pickup day for location
		\$750	Overtime (\$500 x 1.5)
133 - Special Capital Benefit Assesment	133-3A & B - Schedule of SCBA charges	\$3,840	Fee for new house. Attachment 1 contains a complete schedule of charges effective January 1, 2009.
136 - Stormwater Management	136-17 - Fees	\$0	Review and inspections completed by County for City.
139 - Streets and Sidewalks	139-5A - Use	\$50	Sidewalk Use Permits (i.e. sandwich board signs).
	139 - 14 - Street Closing	\$250	Fee to cover processing costs for City.
	139 - 21 - Permit	\$50	Consistent with Sign Permit.
	139-23 - Awnings	\$50	Consistent with Sign Permit.
	139-25 - Permit	\$500	Utility Permit to open street and install utilities.
	139-29 - Underground Facilities	\$35	First Marking (Miss Utility)
		\$15	Second Marking (Miss Utility)
145 - Taxicabs	145-5A - Fee/Term	\$50	For each vehicle.
	145-7A - Transferability	\$50	For each vehicle.
	145-9A - Taxi stands	\$250	Per space.
	145-15C - Issuance	\$50	Per license.
	145-23A - Fares and Rates	\$5	Flat fare for trips from 7:00 a.m. to 10:00 p.m.
			\$10
		\$5	Charge for intra-city portion of trip outside the City
	145-25 - Impoundment	\$100/Actual	Service charge of \$100, plus actual storage cost.

148 - Trees	148-12B Tree Topping	\$25	Per tree for City tree topping permit.
155 - Vehicles and Traffic	155-30B - Parking Permit Fees		Parking permit fees were not changed. Any increase subject to a separate study and legislative action.
	Permit Parking Lots		
	Longwell Annex Lot	\$0	Per month.
	Lower Conaway Lot	\$25	Per month.
	Upper Conaway Lot	\$20	Per month.
	Chapel Lot	\$20	Per month.
	North Longwell Lot	\$25	Per month.
	Bauerlein Lot	\$20	Per month.
	Parking Structures		
	Longwell Westminster Square	\$30 \$30	Per month. Per month.
155-31B - Establishment of Zone and Charges			Parking meter charges were not changed. Any increase subject to separate stud and legislative action.
	All parking meters on lots and streets	\$0.50	Per hour.
	155-38B - Overtime Parking	\$15	Progressive system of fines; warning, \$15, \$25 & \$50
160 - Water	160-2 - Metered Service	Current Schedule	New utility rate study proposes increases. No planned hearings or legislative action until 2009.
	160-3A - Fire Protection		
	3/4 inch connection	\$150	
	1 inch connection	\$200	
	2 inch connection	\$250	

4 inch connection	\$600	
6 inch connection	\$1,000	
8 inch connection	\$1,200	
10 inch connection	\$1,600	
Each fire hydrant	\$200	Per each private fire hydrant.
Per inch of inside diameter	\$400	Right to connect charge.
160-4 - Flat-Rate Service and Tank Truck Sales	Rates as established under Section 160-2	
160-6A - Application for Service	\$50	Charge for establishing new water service.
Good Cause Waivers	\$350 \$600	<5 acres, plus reimbursement of legal costs. >5 acres, plus reimbursement of legal costs.
160-7A - Service Connections		
3/4 inch service	\$800	Charge listed is minimum. All costs above the minimum will be rebilled. Water meter charge is in addition to connection charge.
1 inch service	\$850	
1 1/2 inch service	\$900	
2 inch service	\$950	
2 1/2 inch service	\$1,000	
3 inch service	\$1,050	
> 3 inch service	Actual cost	Actual cost as determined by Director of Public Works.
Owner installed	\$0	
160-8A & B - Special Water Benefit Assessment Charges	\$5,244	Fee for new house. Attachment 1 contains a complete schedule of charges effective January 1, 2009.
160-9A - Double Special Benefit Charges	Double Charge	Project paid off. Fee no longer charged.

164 - Zoning and Subdivision of Land	160-10 - Main Extensions	\$1,000 \$2,000	County; review and approval of constructions drawings. City; review and approval of construction drawings.
	160-11A - Meters		
	3/4 inch	\$300	
	1 inch	\$355	
	1 1/2 inch	\$600	
	2 inch	\$700	
	> 2 inch	Actual Cost	Actual cost as determined by Director of Public Works.
	Meter Testing Fee	\$100	
	160-12C	\$0	Vacancy
	Discontinuance of Service	\$100 \$300/\$500	Non-payment ("turn-on charge") All others - \$300 for initial occasion and \$500 for repeat occasions.
	160-14		
	Allocation Policy	\$250	Application fee for water allocation.
	164-45.21D(3) Criteria for Approval	\$2,500	Per space; payment in lieu of required parking for shortages
	164-82B Open Space	\$2,500	Per acre; payment in lieu of required open space
	164-93B Open Space	\$2,500	Per acre; payment in lieu of required open space
	164-111C - General Provisions and Requirements	\$2,500 \$56.79 + CPI	Per space; payment in lieu of in C-B Zone 1997 charge of \$41.66 is base year. Increase based on CPI.
164-111D - General Provisions and Requirements	\$2,500 \$56.79 + CPI	Per space; payment in lieu of in Downtown Parking Area. 2004 charge of \$47.22 is base year. Increase based on CPI.	
164-123C - Sign Permits	\$50 \$150	< 64 sf/< 20 feet high. > 64 sf/> 20 feet high.	

164-151A - Junkyards	\$250	Chapter 90 was rescinded; regulation of junkyards to be in accordance with 164-151.
164-157A - Zoning Certificate	\$200	Per permit; charged when water, sewer or special capital benefit assessments or water and/or sewer connection charges are billed. Fees would also apply to projects in the County when water and/or sewer benefit assessment charges or water and/or sewer connection charges are billed.
164-158.1C - Administrative Adjustments	\$400	Application fee for Administrative Adjustment.
164-174 - Filing Fees		
Special Exceptions		
Day-Care	\$300	
Owner-Occupied	\$300	
All Others	\$1,500	plus City legal fees and court reporter.
Variances		
Owner-Occupied	\$200	
All Others	\$1,000	plus City legal fees and court reporter.
Appeals	\$600	plus City legal fees and court reporter.
164-179B - Filing Fees		
Text Amendment	\$1,500	
Local Map Amendment	\$1,600	<25 acres.
	\$1,600	>25 acres plus \$100 for each acre over 25.
	\$0	Historic District Zone.

	164-192 - Application for Approval	\$200	Application fee for submission of plans, plats or construction drawings.
	164-203 - Fees		
	Application Fee	\$200	
	Concept Plan	\$500	
	Preliminary Plan	\$1,250	Minimum, plus \$50 per lot.
	Development Plan	\$1,250	Minimum, plus \$50 per lot.
	Final Plat	\$1,000	Minimum, plus \$50 per lot.
	164-213 - Fees		
	Minor Site Plan	\$1,000	Minimum, plus \$200 for each acre >5.
	Major Site Plan	\$1,500	Minimum, plus \$250 for each acre >5.
	Development Plan	\$1,250	Minimum, plus \$50 per lot.
Miscellaneous			
Finance	Bad Check Fee	\$50	
	Release of Lien	\$50	
Planning, Zoning and Development	Annexation Fee	\$2,500	< 5 acres; plus reimbursement of legal costs
		\$5,000	> 5 acres; plus reimbursement of legal costs
	Zoning Verification Letter	\$50	
	Electronic Data		
	Stored Drawings and Historic Maps	\$5	Blueline Copies
		\$5	Burn to CD/Email
	Plotted Maps	\$5	8.5" x 11"
		\$10	11" x 17"
		\$20	24" x 36"

		\$30	36" x 48"
		\$5/sf	Custom sizes
		\$20	Zoning Map (24" x 36")
	Custom Products	\$65/hour	Add \$5/sf for custom sized plotted maps
	Special Loan Programs	\$1,000	Application Fee
		\$1,000	Work Plan and Inspection Fee
Public Works	Construction Inspection	4.5%	4.5% of public works bond for construction inspection. Only bond for those facilities to be conveyed to City will be used in calculation.
	Standard Spec Book	\$35	\$40 if mailed.
	Standard Detail Sheet	\$0	Available online.
Recreation	Westminster Municipal Pool	\$7	At gate per person
		\$200	Family - City
		\$128	Individual - City
		\$260	Family - County
		\$146	Individual - County
	Westminster Family Center Enrollment Fees	\$50	Family
		\$25	Individual
		\$15	Youth
		\$10	Child supervision
	Westminster Family Center Monthly Membership Fees	\$50	Family
		\$25	Individual
		\$15	Youth
		\$10	Child supervision
	Westminster Family Center One-Time Guest Fee	\$7	Per person
		\$5	With a member
		\$3	Per child for Child Supervision

Westminster Family Center One Month Membership Fees	\$60 \$30 \$20 \$15	Family Individual Youth Child supervision
Avondale Run Ballfield	\$75	Permit required; \$75 permit fee plus \$75 refundable security deposit.
Belle Grove Square Park	\$75	Permit required; \$75 permit fee
Bishop's Garth Park	\$75	Permit required; \$75 permit fee
Charles Street Park	\$75	Permit required; \$75 permit fee plus refundable security deposit.
Community Building at the Pool	\$30	Permit required; \$30 per hour plus \$75 refundable security deposit.
Dutterer Family Park	\$75	Permit required; pavilion rental at \$75 for 4 hours plus \$75 refundable security deposit.
Green's Tot Lot	\$75	Permit required; \$75 permit fee.
Jaycee Park	\$75	Permit required; \$75 permit fee and \$75 refundable security deposit. \$25 per hour for ballfield lights.
King Park	\$75	Permit required; pavilion rental at \$75 for 4 hours plus \$75 refundable security deposit.
Locust Lane	\$75	Permit required; \$75 permit fee.
Longwell Municipal Center Gym Rental	\$30	Permit required; \$30 per hour for gym rental and \$20 per hour for room rental.

	Uniontown Road Athletic Field	\$75	Permit required; \$75 permit fee.
	Westminster City Playground	\$75	Permit required; pavilion rental at \$75 for 4 hours and \$75 refundable security deposit.
	Westminster City Park Ballfields	\$75	Permit required; \$75 permit fee and \$75 refundable security deposit. \$25 per hour for ballfield lights.
	Library Park	\$75	Permit required; \$75 permit fee and \$75 refundable security deposit.
	Main Street Banners	\$150	Per banner for 2 week rental.
City Clerk	Maryland Public Information Requests	<2 hours >2 hours Copy Costs	Free. Actual costs as determined by City Clerk. \$0.25 per page.
Police	Maryland Public Information Requests	<2 hours >2 hours Copy Costs	Free. Actual costs as determined by Police Chief. \$0.25 per page.
	Accident Report	\$5	
	Police Report (Initial)	\$5	
	Supplemental Pages	\$1	Each page
	Research Fee	\$15	\$10 deposit required; first hour free
	Photographs (standard)	\$2	Each
	Photographs (8"x10")	\$8	Each
	Audio Tapes (Cassette)	\$10	
	CDs	\$10	

Video Tapes	\$25	
Fingerprints	\$5	Per Card
Child Prints	Free	
Single Head Meter Bag	\$4	Per day
Double Head Meter Bag	\$8	Per day
"No Parking" Pedestal	\$5	Half Day
	\$10	Full Day