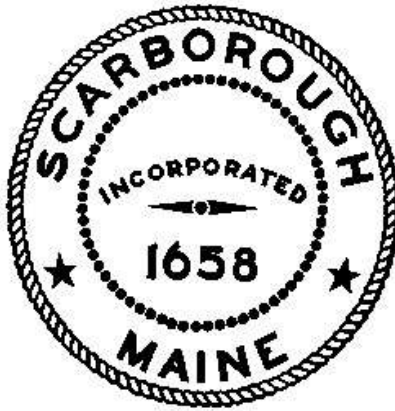


**CHAPTER 311
TOWN OF SCARBOROUGH
SCHEDULE OF LICENSE, PERMIT AND APPLICATION FEES**



AMENDED AS OF APRIL 2, 2025

**CHAPTER 311
TOWN OF SCARBOROUGH
SCHEDULE OF LICENSE, PERMIT AND APPLICATION FEES**

Chapter 402a – Electrical Permit Fees	Fee
Administrative Fee [for each application] (adopted 05/06/09)	\$30.00
Minimum Fee (amended 05/06/09)	\$30.00
Square footage of any structure new or renovation rewiring (adopted 05/06/09; amended 04/19/23)	\$0.05
Service Inspection (adopted 05/06/09)	\$30.00
3 Phase power (amended 04/19/23)	\$30.00
Each Garage – Under, Attached, Unattached (amended 05/06/09)	\$30.00
Meter/Panel Upgrade (amended 04/19/23)	\$30.00
Heat Pump (amended 04/19/23)	\$30.00
Generator (amended 04/19/23)	\$30.00
EV Charger (amended 04/19/23)	\$30.00
Solar Panels (amended 04/19/23)	\$30.00
Pools/Hot Tubs/Spas, In-Ground or Above (amended 05/06/09; 04/19/23)	\$30.00
Storage or Utility Buildings (amended 05/06/09)	\$30.00
Commercial Renovation per Light Fixture (amended 04/19/23)	\$3.00
Transformer (amended 04/19/23)	\$30.00
All Signs – Each (amended 05/05/04) (amended 05/06/09)	\$30.00
Yard Lights – Up to 6 (amended 05/05/04) (amended 05/06/09)	\$40.00
Each Additional over 6 Yard Lights (amended 05/06/09)	\$10.00
Utility-Scale Solar Energy System (adopted 10/20/21)	\$30 +\$1/KW

Chapter 404a – Local Plumbing Permit Fees Internal Permit Fee Schedule	Fee
Administrative Fee [for internal permit applications](adopted 05/07/2014)	\$20.00
1. The minimum permit fee is: (amended 05/06/09)(amended 02/16/2011)	\$40.00
2. The fixture fee for all fixtures is per fixture and is: The fixture fees are no longer on a sliding scale. (amended 05/06/09)(amended 02/16/2011)	\$10.00 ea.
<u>EXTERNAL PERMIT FEE SCHEDULE COMPLETE SYSTEM</u>	
Non-engineered System (amended 05/06/09)(amended 02/16/2011)	\$250.00
Primitive Disposal System (includes alternative toilet) (amended 05/06/09)	\$130.00
Engineered System (amended 05/06/09)	\$250.00
<u>SYSTEM COMPONENTS (INSTALLED SEPARATELY)</u>	
Treatment Tank (amended 05/06/09)(amended 02/16/2011)	\$150.00
Holding Tank (amended 05/06/09)	\$130.00
Alternative Toilet (amended 05/06/09)	\$65.00
Disposal Area (amended 05/06/09)(amended 02/16/2011)	\$150.00
Engineered Disposal Area (amended 05/06/09)	\$200.00
Separated Laundry Disposal Area (amended 05/06/09)	\$50.00
<u>OTHER</u>	
External Permit Amendments (adopted 05/07/2014)	\$75.00
Seasonal Conversion Permit (amended 05/06/09)	\$65.00

Chapter 405 – Zoning	Fee
Requests for Zoning Amendments (Not from Planning Board or Town Council)	\$250.00
Contract Zoning – Non-Refundable Application Fee (11/20/02)(amended 05/05/04)	\$500.00
Zoning Determination Letter (adopted 05/07/2014)	\$35.00
Planning Administrative Review Fee (adopted 05/07/2014)	\$75.00
Review Fee for Private Way Registration (amended 06/02/04; amended 06/02/2021)	\$300.00
Paper Copy of the Official Zoning Map and/or the Official Shoreland Zoning Map (amended 05/03/2023)	\$30.00 each
Plus Fee for inspections conducted by Town Staff, per hour (Section 7) (adopted 06/02/2021)	\$75.00
One (1) Dwelling Unit Credit (<i>as per Section VIID(E)1, Development Transfer Provisions</i>) (July 18, 2007)[Amended 10/16/19]	\$50,000.00
Affordable Housing In-Lieu Fee Per Dwelling Unit [Adopted 11/06/2013][Amended 10/16/19]	\$50,000.00
Utility-Scale Solar Energy System [adopted 10/20/21]	\$500.00
Electronic Vehicle Charging Station (EVCS) In-Lieu Fee Per Required Parking Space: [adopted 05/03/2023]	
	Level 3 EVCS \$15,000.00
	Level 2 EVCS \$8,000.00
	EVCS-Ready \$3,000.00
	EVCS-Capable \$1,000.00
CODE ENFORCEMENT -	
Building Permit Fees [a minimum of] (amended 05/06/09)	\$50.00
Per Unit fee for each new dwelling unit created (adopted 06/02/2021)	\$50.00
Residential / Commercial Unfinished, per square foot (amended 05/05/04) (amended 05/03/06; amended 06/02/2021)	\$0.25
Residential / Commercial Finished, per square foot (amended 05/05/04) (amended 05/03/0; amended 06/02/2021)	\$0.50
Renovations/Remodels/Alterations/Minor Additions, Residential/Commercial (adopted 05/07/2014; amended 06/02/2021)	\$12.50 per \$1,000 of est. cost of construction
Sheds less than 250 SF(adopted 05/07/2014)	\$50.00
Permit After-The-Fact Double the Permit Fee	
Demolition Permit Fees (amended 05/05/04) (amended 05/06/09)(amended 05/02/2012)	\$50.00
Zoning Board Of Appeals - Per Appeal (amended 05/05/04)	\$250.00
Certificate of Occupancy/Change of Use Fee [no charge if in conjunction with other active permits] (adopted 05/06/09) (amended 05/07/2014)	\$50.00
Sign Permit Fees – Each [adopted 05/03/2023]	\$35.00
Temporary Storage Containers - Per Application (10/01/97) (amended 05/05/04; 05/03/2023)	\$50.00
Heating Appliance Permit (adopted 05/07/2014; amended 05/03/2023)	\$50.00
Utility-Scale Solar Energy System Installations: [adopted 10/21/21]	1 – 10 Panels \$45.00
	11 – 50 Panels \$100.00
	51 – 100 \$200.00
Panels	≥100 Panels \$500.00
The fees for electrical permits, plumbing permits and building permits shall include one inspection of	

the work covered by each permit. Typically permits include the following inspections: A) Foundation; B) Bed bottom for leach fields; C) Leach bed; D) Electrical; E) Plumbing; F) Framing; and, G) Insulation and H) Certificate of Occupancy. For each re-inspection thereafter, per-permit, a fee of \$50 shall be charged. If a re-inspection is required because the permit holder called for an inspection before the work was ready for inspection, such re-inspection shall not occur for at least two (2) weeks, unless the permit holder pays a surcharge of \$200 in addition to the \$50 re-inspection fee. For after the fact Certification of Occupancy/Change of Use Permits and Inspections, the fee is doubled (amended 10/06/04; 05/07/2014; 05/03/2023)

<u>Chapter 405A - Floodplain Management</u>	<u>Fee</u>
Non-Refundable Permit Application Fee	\$50.00

<u>Chapter 405B - Site Plan Review</u>	<u>Fee</u>
Site Plan Application Fee (plus fee per Square Feet)(adopted 05/07/2014)	\$500.00
Site Plan Amendment Fee (plus fee per Square Feet)(adopted 05/07/2014)	\$250.00
Under 1,000 Square Feet (amended 05/07/2014)	\$0.00
1,000 to 2,000 Square Feet (amended 05/07/2014)	\$250.00
>2,000 to 5,000 Square Feet (amended 05/07/2014)	\$500.00
>5,000 to 10,000 Square Feet (amended 05/07/2014)	\$1,000.00
>10,000 Square feet and over, plus \$25.00 per 1,000 above 10,000 square feet (amended 05/07/2014)	\$1,000.00
Inspection fee for inspections conducted by Town Staff, per hour (Section 11) (adopted 06/02/2021; amended 05/03/2023)	\$100.00

<u>Chapter 405C – Shoreland Zoning</u>	<u>Fee</u>
Planning Board Review (adopted 05/07/2014)	\$250.00

<u>Chapter 406 - Subdivision Review</u>	<u>Fee</u>
Subdivision Application Fee (plus fee per lot) (adopted 05/07/2014)	\$750.00
Subdivision Amendment Application Fee (plus fee per lot) (adopted 05/07/2014)	\$250.00
Charge Per Lot (amended 05/05/04)	\$175.00
Inspection fee for inspections conducted by Town Staff, per hour (Section VI) (adopted 06/02/2021; amended 05/03/2023)	\$100.00

<u>Chapter 407 - Septic Tank Sludge Disposal Fees</u>	<u>Fee</u>
Field Spread - per gal. (amended 05/05/04)	\$0.04
Holding Tank - per gal. (amended 05/05/04)	\$0.08
Disposal Of Treatment Plant Sludge S.S.D. Only - per gal. (amended 05/05/04)	\$0.08
Disposal Of Industrial Sludge & Wastes - per gal. (amended 05/05/04)	\$0.08
Grey Water 2,000 Gallons, Maximum Load - per load (amended 05/05/04)	\$4.00

<u>Chapter 408 - Extractive Industry, Waste Control, Landfill, And Land Reclamation</u>	<u>Fee</u>
Plan Review Fee - Minimum fee (amended 05/05/04) (amended 05/07/2014)	\$250.00
Additional Fee Per Acre In Excess Of 10 Acres - Per additional acre over 10 acres (amended 05/05/04)	\$15.00

Chapter 415 – Impact Fee Ordinance – School Impact Fees 2024 Amounts [Adopted 09/04/2024]			
Prior to the issuance of a building permit for any new dwelling unit, the Code Enforcement Officer shall collect a school impact fee according to the following schedule			
Type of Dwelling	Fee Amount		
Single family dwelling	\$5,390 per unit		
Two-family dwelling	\$2,060 per unit		
Multiplex	\$1,360 per unit		
Mobile home in a mobile home park	\$1,360 per unit		
Affordable housing unit	\$2,710 per unit		
School Impact Fee Exemptions			
A school impact fee is not required for a dwelling unit within a development consisting of three or more dwelling units all of which are permanently restricted by recorded deed restriction or covenant and/or regulatory restriction to occupancy by elderly households only. For this purpose, “elderly household” means a household which includes at least one person aged 55 or older and no occupant less than 55 years of age other than a full-time caregiver to or a spouse or companion of the elderly person(s).			
Chapter 415 – Impact Fee Ordinance – Recreation Impact Fees 2024 Amounts[Adopted 09/04/2024]			
Prior to the issuance of a building permit for any new dwelling unit, the Code Enforcement Officer shall collect a recreation impact fee according to the following schedule:			
Type of Dwelling	Fee Amount		
Single Family Dwelling	\$400 per bedroom, not to exceed \$1,600		
Two-Family Dwelling	\$400 per bedroom, per unit		
Multifamily	\$400 per bedroom		
Senior Housing Unit	\$400 per bedroom		
Affordable Housing Unit	\$400 per bedroom		
The School and Recreation impact fees established by the Town Council shall be adjusted annually by the Town Treasurer to account for inflation on February 1 st . The Treasurer shall increase each impact fee by the dollar amount (rounded to the nearest ten dollar increment) obtained by multiplying the amount of the fee then-in-effect by the inflation rate. The adjusted impact fees shall apply to all building permits issued on or after February 1 st of each calendar, whether or not the applications for building permits were filed prior to such dates.			
Chapter 415 – Impact Fee Ordinance – Roadway Impact Fees [Adopted 09/04/2024]			
Any person who seeks a permit or approval for any development, activity or use described in Section V(A) of Chapter 415 is required to pay a road impact fee in the manner and amount set forth in Chapter 415.			
Roadway Impact Fee District	Peak Hour Trips		Fee Per Trip
Dunstan Corner District	N	X	\$1,402.00

Haigis Parkway / Route One District	N	X	\$990.00
Payne Road District 5	N	X	\$1,024.52
Payne Road / Ginn Road District	N	X	\$2,227.00
Payne Road / Nonesuch River District	N	X	\$2,866.00
Oak Hill	N	X	\$755.00
<p>Where N = Estimated number of peak hour trips. Total trips generated during the p.m. peak hour for a development can typically be determined by trip rates presented in the most recent addition of the Institute of Transportation Engineers (ITE) "Trip Generation" handbook, or estimated by field measurements collected at similar type developments. If, however, the ITE handbook does not have applicable rates, then the rates should be based on sufficient field data collected at a similar site. There are several types of development (i.e., fast food, shopping plazas, convenience stores, etc.) that simply redirect existing pass-by trips already on the existing roadway system; these trips should not be included in the assessment system. Only "new" trips to the system roadways should be assessed a development fee.</p>			

<u>Chapter 419 – Post-Construction Stormwater Infrastructure Management Ordinance</u>	<u>Fee</u>
Stormwater Maintenance Agreement and Reporting Fee, per Applicant (adopted 05/03/2023)	\$750.00

<u>Chapter 501 - Tenting & Camping Ordinance</u>	<u>Fee</u>
Annual Fee For Tenting/Camping Season License, per lot (amended 05/05/04; 05/21/2008)	\$2.25

<u>Chapter 601 – Traffic Ordinance</u>	<u>Fee</u>
Section 22 – Penalties General (05/03/06) Fine for any violation of this ordinance is: \$80.00 If paid within 30-days of issuance of the ticket the fine is reduced to: \$40.00	
Section 27 – Illegally Parked Vehicles (05/03/06) Fine for illegally parked vehicle, except handicapped parking violation is: \$80.00 If paid within 30-days of issuance of the ticket parking fine is reduced to: \$40.00	
Fine for parked vehicle violating handicapped parking is: \$120.00 If paid within 30-days of issuance of the ticket parking fine is reduced to: \$60.00	
Section 30 – Towing Rate Schedule -	
Service Call - Gas, Jumpstarts, lockouts, tire change, etc. Range [amended 06/02/2021; 04/03/2024]	\$75.00
Vehicle Storage, per day, INCLUDING non-business days (amended 05/07/2014; amended 06/02/2021)	\$50.00
Call out fee, to come to shop during non-business hours [amended 05/07/2014; amended 06/02/2021]	\$50.00
EV Vehicle Storage, per day, INCLUDING non-business days [adopted 04/03/2024]	\$100.00
Vehicle Tow & Motorcycle Tow [amended 04/03/2024]	
Non-Crash Tow (Day) [amended 05/07/2014; 06/02/2021;04/03/2024]	\$130.00

Non-Crash Tow (Night) [amended 05/07/2014; 06/02/2021; 04/03/2024]	\$135.00
Crash Tow (Day) [Adopted 04/03/2024]	\$150.00
Crash Tow (Night) [Adopted 04/03/2024]	\$150.00
Hook up/drop (Day) [amended 05/07/2024; 06/02/2021; 04/03/2024]	\$25.00
Hook up/drop (Night) [amended 05/07/2014; 06/02/202; 04/03/2024]	\$25.00
Recovery [Adopted 04/03/2024]	
Pull Out Only (Day) [Adopted 04/03/2024]	\$130.00
Pull Out Only (Night) [Adopted 04/03/2024]	\$135.00
Pull Out Plus Tow – Flat Fee Day or Night [Adopted 04/03/2024]	\$200.00
Definition of Hours – Daytime Hours = 0700 to 1800 hours; Night Time Hours = 1800 to 0700 hours	

<u>Chapter 602A – Mass Gathering</u>	<u>Fee</u>
Application Fee, each event; 1,000 – 2,500 (Number of anticipate patrons) [amended 05/05/04; 05/21/2008; 06/06/2012]	\$175.00
Application Fee, each event; 2,501 – 5,000 (Number of anticipate patrons) [adopted 06/06/2012]	\$350.00
Application Fee, each event; >5,000 (Number of anticipate patrons) [adopted 06/06/2012]	\$500.00
<u>Chapter 602B – Temporary Overflow Parking Ordinance</u>	<u>Fee</u>
Parking Permit Fee [Adopted 12-06-2023]	\$300.00 per day requested. Not to exceed \$5,000.00
Parking Permit Fee (Renewal, same application, no changes) [Adopted 01/08/2025]	\$300.00 per day requested Not to exceed \$1,500.00

<u>Chapter 607 - Alarm Systems</u>	<u>Fee</u>
False Alarm Fee - per occurrence after third false alarm within one year (amended 05/05/04)	\$250.00
Annual Municipal Monitoring Fee for fire or burglar systems [Adopted 03/04/2020]	\$500.00
Annual Municipal Monitoring Fee for both fire and burglar system [Adopted 03/04/2020]	\$750.00
Initial Permit & Commissioning Fee for connection to the Municipal Wireless, Radio Mesh, Alarm System (one-time fee for new transmitters) [Adopted 03/04/2020; amended 06/02/2021]	\$250.00
Initial Warn Software License for connection to the Municipal Wireless, Radio Mesh, Alarm System (one-time fee for new transmitters) [Adopted 06/02/2021]	\$250.00

<u>Chapter 608 – Fireworks Ordinance</u>	<u>Fee</u>
Non-Refundable Local Fireworks Display Permit Application Fee (amended 06/15/05)	\$50.00

<u>Chapter 612 – Rules & Regulations for Use of Parks & Recreation Facilities</u>	<u>Fee</u>
Application Fee	\$100.00

Application Fee for Non-Profit or Service Groups	\$50.00
<u>Chapter 702 - Street Opening, Fees</u>	<u>Fee</u>
Excavator License Fee Annual (amended 05/07/2014; 04/19/23)	\$150.00
Excavation Permit Fee - Each Excavation (amended 05/05/04; 05/03/2023)	\$80.00
Renewal Of Excavation Permit (amended 05/05/04; 05/03/2023)	\$80.00
<u>Street Opening Charges</u> (adopted 05/03/2023)	
1. Newly constructed or Reconstructed Street (adopted 05/03/2023)	\$125.00 sq. yd.
2. Residential Streets (adopted 05/03/2023)	\$120.00 sq. yd.
3. Arterial or Commercial Streets (adopted 05/03/2023)	\$180.00 sq. yd.
4. Streets with a concrete base (adopted 05/03/2023)	\$120.00 sq. yd.
<u>Sidewalks & Driveway Opening Charges Curbing</u> (adopted 05/03/2023)	
1. Portland Cement Concrete sidewalk (adopted 05/03/2023)	\$130.00 sq. yd.
2. Portland Cement Concrete driveway (adopted 05/03/2023)	\$130.00 sq. yd.
3. Bituminous Concrete sidewalk (adopted 05/03/2023)	\$90.00 sq. yd.
4. Bituminous Concrete driveway (adopted 05/03/2023)	\$90.00 sq. yd.
<u>Curbing</u> (adopted 05/03/2023)	
1. Replacement and installation of lost or damaged granite curbing (adopted 05/03/2023)	\$90.00 L.F.
2. Bituminous concrete curbing(adopted 05/03/2023)	\$40.00 L.F.
<u>Other Charges</u>	
1. Removing and replacing regulatory signs [amended 05/03/2023]	\$120.00 each
2. Removing and replacing street name and stop signs [amended 05/03/2023]	\$200.00 each
3. Reinstalling street and right-of-way granite monuments [amended 05/03/2023]	\$,2500.00 each
4. Non-Refundable Long-Term maintenance reserve for bituminous street openings. [amended 05/03/2023]	\$25.00 per sq. yd.
<u>Chapter 901 – Waste Disposal</u>	
Waste Hauler License Fee (Adopted 04/02/2025)	\$100.00 per vehicle \$800.00 maximum
<u>Chapter 1003 – Hawkers & Peddlers</u>	<u>Fee</u>
Hawkers & Peddlers License – 30 Days (05/21/2008; Amended 04/02/2025)	\$100.00 and \$25.00 per employee
<u>Chapter 1004 - Taxicab Licenses</u>	<u>Fee</u>
Annual License - Each Taxicab (amended 05/05/04) (amended 05/06/09)	\$150.00
Annual License - Each Operator (amended 05/05/04) (amended 05/06/09)	\$50.00
<u>Chapter 1005 - Innkeepers Licenses (06/21/2006)</u>	<u>Fee</u>
Seasonal Without Liquor (Adopted 04/02/2025)	\$150.00
Seasonal With Liquor (Adopted 04/02/2025)	\$250.00
Year-Round Without Liquor (Adopted 04/02/2025)	\$350.00
Year-Round With Liquor (Adopted 04/02/2025)	\$450.00
<u>Chapter 1006 - Ferry Beach/Hurd Park Fees Season Passes</u>	<u>Fee</u>
Resident And/Or Taxpayer Season Pass - (includes Ferry Beach, Higgins Beach and Hurd Park) (amended 05/05/04; 05/18/11)(amended 05/02/2012) (amended	\$40.00

05/07/2014)	
Resident - Additional Vehicle Registered to the Same Address	\$5.00
Non-Resident Season Beach Pass - (includes Ferry Beach Higgins Beach and Hurd Park) (Amended 05/05/04; 05/02/2012; 05/07/2014; 12/20/17; 03/05/2024)	\$200.00
Higgins Beach – Metered parking spaces on Bayview Avenue Fee (Adopted 05/17/17)(Amended 03/05/2025)	\$5.00 Hourly
Pass Card for Meters [adopted 12/20/17)	\$1.00
Resident Commercial Fisherman Season Beach Pass - (Ferry Beach <u>only</u> , <i>must</i> show State Commercial Fisherman License)	FREE
Resident Senior Citizen Season Pass - (includes both Ferry Beach, Higgins Beach and Hurd Park)	FREE
Resident Income Restricted Pass – To qualify, the applicant’s Adjusted Gross Income (AGI), including all adult members, <u>must not exceed \$60,000</u> . Applicants must prequalify by validating their income with the Social Services Department by providing a copy of their Form 1040 form the most recent tax return. Upon validation by the Social Services Department, the applicant may then file an application with the Town Clerk’s Office. (Adopted 03/05/2025)	FREE
Resident Veteran Lifetime Season Pass – Applications must be filed and applicant must meet the following criteria: must be a resident of the Town of Scarborough and must have received an honorable discharge or general discharge under honorable conditions [copy of DD214 must accompany application]. This pass will not expire and is valid for the lifetime of the holder. (Please note that any Scarborough Veteran age 60 years or older will not be issued a Resident Veteran Season Pass as they are automatically entitled to a free Resident Senior Citizen Season Pass.) (Adopted 05/19/2010)	FREE
Active Duty Military Resident Pass – Applications must be filed with the Town Clerk and must present one of the following: 1) Your military identification card (CAC), 2) Provide official military documents, e.g. Leave and Earnings Statement (LES) or 3) A signed statement from your Unit Commander, verifying your current active duty status. (Adopted 03/05/2025)	FREE
<u>DAILY PARKING RATES (WITHOUT PASS)</u>	
Daily Parking from 7:00 a.m. to 5:30 p.m.: Ferry Beach, Higgins Beach And Hurd Park (amended 05/05/04) (amended 05/02/2012)(amended 12/20/17)	\$20.00
Daily Parking Bus Fee. (Amended 05/05/04; 12/20/17; 03/05/2024)	\$50.00
<u>BOAT LAUNCHING FEE</u>	
Launching from any town facility, includes Ferry Beach Boat Launch and Co-op Boat Launch (Note – Ferry Beach – parking is not included)	
Resident – Daily Boat Launching Fee (amended 05/05/04; 02/15/23)	\$25.00
Resident – Seasonal Boat Launching Fee (amended 02/15/23)	\$125.00
Resident – Additional Boat Launching Fee Registered to the Same Address (Amended 05/18/16; 02/15/23)	\$15.00
Resident Commercial Fisherman Seasonal Boat Launch Pass	Free
Non-Resident - Daily Boat Launching Fee (amended 05/05/04; 02/15/23)	\$45.00
Non-Resident - Seasonal Boat Launching Fee (amended 12/20/17; 02/15/23)	\$250.00
Resident - Commercial Charter Boat Fee- Seasonal (Adopted 02/15/23)	\$400.00
Non- Resident - Commercial Charter Boat Fee- Seasonal (Adopted 02/15/23)	\$600.00

Chapter 1007 - C.A.T.V. (Cable T.V.) Operators Fees	Fee
Franchise Filing Fee (Amended 05/04/2011)	\$1,000.00
Chapter 1008 - Special Amusement Operator License Fees	Fee
Special Amusement License (Amended 04/02/2025)	\$200.00
Chapter 1009 – Coin Operated Game License Fees	Fee
Annual License Fee - Per Machine (B-2 Zone)	\$110.00
Annual Video Arcade License Campgrounds (R-F Zone) Maximum of 25 machines (amended 05/03/06)	\$1,500.00
Chapter 1010 - Massage Establishment Annual License Fees	Fee
Massage Establishment (Adopted 04/02/2025)	\$100.00
Combined Massage Establishment/Massage Therapist (Adopted 04/02/2025)	\$150.00
Massage Therapist (Adopted 04/02/2025)	\$50.00
Chapter 1011 - Para-Massage Establishment Annual License Fees	Fee
Para-Massage Establishment License (Adopted 04/02/2025)	\$100.00
Para-Massager License (Adopted 04/02/2025)	\$150.00
Combined Para-Massager Est./Para-Massager License (Adopted 04/02/2025)	\$50.00
Chapter 1012 - Adult Business - Viewing Booth Annual License Fees	Fee
Annual License For Each Viewing Booth	\$110.00
Chapter 1013 - Ice Cream Trucks (06/18/97)	Fee
Ice Cream Truck License – Required for each unit. (Adopted 04/02/2025)	\$250.00
Chapter 1015A – Mobile Food Vendor License [Adopted 01/08/2025]	
Mobile Food Vendor License (Required for each Unit.)	\$250.00
Chapter 1015 -Food Handlers Registration Fee (Adopted 05/03/06)(amended 05/21/08; 05/05/2010; 04/02/2025)	
Class 1: Beer, Wine and Spirits (Adopted 04/02/2025)	\$600.00
Class 2: Beer and/or Wine (Adopted 04/02/2025)	\$500.00
Class 3: No Liquor (Adopted 04/02/2025)	\$400.00
Class 4: Catering (Adopted 04/02/2025)	\$300.00
Class 5: Temporary (Adopted 04/02/2025)	\$50.00
Chapter 1016 - Garage/Yard Sale (adopted 03/07/2007)	Fee
Garage/Yard Sale Permit – Per Sale (Amended 04/02/2025)	\$10.00
Chapter 1017 – Pawnbroker Fees/Secondhand Dealer Fees (02/17/2010; amended 05/18/16; 04/02/2025)	Fee
Pawnbroker/Secondhand Dealer License	\$175.00
Chapter 1019 Town of Scarborough Manufactured Housing Community Licensing Ordinance [amended 07/20/2022]	Fee
Application Fee, minimum	\$27.50
Each unit in excess of 10 (amended 05/21/2008)	\$3.75
Maximum Fee (amended 05/21/2008)	\$200.00

Regular Burial - Weekdays (amended 05/05/04 – 05/04/201; amended 06/02/2021; amended 06/02/2021)	\$900.00
Regular Burial – Weekends & Holidays (adopted 06/02/2021)	\$1,350.00
Cremation Burial - Weekdays (amended 05/05/04 – 05/04/2011; amended 06/02/2021)	\$500.00
Cremation Burial – Weekends & Holidays (adopted 06/02/2021)	\$750.00

Chapter 1401 – Coastal Water and Harbor Fees [amended 02-20-13]	Fee
Annual Mooring & Pier Use Fees	
Recreational Pier Use - Resident and/or Taxpayer (amended 05/05/04; 12/20/17; 02/15/23)	\$250.00
Recreational Pier Use - Non-Resident (amended 05/05/04; amended 12/20/17; 02/15/23)	\$500.00
Commercial Pier User – Resident and/or Taxpayer (amended 12/20/17; 02/15/23)	\$450.00
Commercial Pier User – Non-Resident (amended 12/20/17; 02/15/23; 05/03/2023)	\$700.00
Recreational Mooring & Pier Use Fee – Resident and/or Taxpayer (amended 12/20/17; 02/15/23; 05/03/2023)	\$300.00
Recreational Mooring & Pier Use Fee – Non-Resident (amended 12/20/17; 02/15/23)	\$500.00
Commercial Mooring & Pier Use Fee – Resident and/or Taxpayer (amended 12/20/17; 02/15/23; 05/03/2023)	\$500.00
Commercial Mooring & Pier Use Fee – Non-Resident (amended 12/20/17; 02/15/23)	\$700.00
Mooring Fee for outside of the Federal Anchorage and Special Anchorage [specific to the areas of Seavey’s Landing, Clay Pitts, Old Neck Road and Winnocks Neck – for recreational mooring only](Adopted 02/05/2025)	\$150.00
One Time Pier Use Fee Resident (adopted 02/15/23; amended 05/03/2023)	\$150.00
One Time Pier Use Fee Non-Resident (adopted 02/15/23)	\$350.00
Special Anchorage Fee (Adopted 02/05/2025)	\$3,000.00
Mooring Wait List Annual Fee: Annual fee will be applied over the course of time on waiting list. Once the mooring is issued and what monies have been paid while on the wait list will be credited, not to exceed the annual mooring fee, for the first year only. (Adopted on 06/26/2024)	\$35.00

Assessing Office Charges (amended 05/03/2023)	Fee
Digital Services & Files	
Custom Report from Assessing Database to Excel/PDF	\$35.00
Printouts	\$50.00
Deeds: from Cumberland County Registry (per page)	\$1.00
Copy of Property Card	\$2.00
Reduced Map	\$2.50

Fire Department Fees	
Fire Department Construction Permit & Plans Review Fees	Fee
A Fire Department construction permit is required for any new construction, or remodeling of existing commercial space, or erection of any temporary structures for commercial purposes. The permit allows us to review important information concerning life safety issues, the buildings alarm & suppression systems, utility connections, heating system information, water supply, hazardous materials, fire lanes, and a variety of other items prior to	

the start of construction. (amended 11/05/03)	
Minimum Administrative Construction Permit Fee [amended 05/18/16; 05/16/18; 09/02/2020]	\$50.00
Construction permit fees for all commercial buildings shall be [amended 05/17/17; 09/02/2020; 05/03/2023]	\$0.40 per sq. ft.
Commercial structures include any building that is non-residential, or any residential complex that has three or more living units.	
Construction permit fees cover the following services:	
Initial conference and fact finding discussion	
Concept plans review for compliance with local ordinances	
Site Plan review	
Construction plans review	
Follow-up meetings with contractors, architects, and building owners	
Structural building inspections as necessary during construction	
One (1) comprehensive alarm system and fire suppression system test to be scheduled after coordination of reporting information with the Fire Department, and after all components have been installed to the applicable codes and pre-tested through to the monitoring company.	
One (1) final Certificate of Occupancy inspection to be scheduled when all Federal State and Local codes have been met and the building is ready for occupancy.	
Additional Fire Dept. Construction Permits & Plans Review Fees	
Commercial Renovations/Remodels/Alterations/Minor Additions [amended 05/17/17]	\$5.00 per \$1,000 of estimated cost of construction
Re-inspection of alarm & fire suppression system testing required due to improper pre-testing, installation, or lack of coordination with the Fire Department concerning appropriate reporting requirements. (amended 05/05/04) (amended 05/06/09)	\$100.00 first occurrence and \$200.00 for second and any subsequent occurrence
Re-inspection fee for Certificate of Occupancy (amended 05/05/04) (amended 05/06/09)	\$100.00 first occurrence and \$200.00 for second and any subsequent occurrence
Commercial Fire Alarm Plan Review & Permit Fees [adopted 05/06/09; amended 05/18/16][amended 09/02/2020]	\$50.00
Minimum Administrative Fee [amended 05/18/16; 05/16/18][amended 09/02/2020]	\$50.00
New Fire Alarm Control panel [amended 05/18/16]	\$100.00
Replacement of Fire Alarm panel with Exiting Devices [amended 05/18/16]	\$100.00
New Initiation or Notification Devices [amended 05/18/16]	\$50.00
Commercial Sprinkler System Plan Review & Permit Fees [adopted 05/06/09; amended 05/18/16; amended 09/02/2020]	\$50.00
New Sprinkler Heads [amended 05/18/16]	\$1.00/Head
Relocation of Sprinkler Head [amended 05/18/16]	\$0.50/Head
Fire Pump Installations [amended 05/18/16]	\$100.00 Each
Fuel Canopy Installation [amended 05/18/16]	\$100.00 Each
Kitchen Suppression System Installation [amended 05/18/16]	\$100.00 Each
Blasting Permit Fee (adopted 05/06/09)	\$50.00
Fire Department Fees	Fee Per Hour

Aerial / Ladder Truck	\$150.00
Pumper Truck	\$125.00
Squad Truck	\$125.00
Command Van	\$100.00
Rescue Unit	\$100.00
Tank Truck 4 x 4/Marine Rescue Boat (amended 05/07/2014)	\$75.00
Utility Truck/Chief or Duty Officers SUV (amended 05/07/2014)	\$50.00
All-Terrain Vehicles (amended 05/07/2014)	\$25.00
Personnel Labor [amended 05/01/2013; amended 06/02/2021]	\$65.00
<u>Fire Department Rescue Charges</u>	<u>Fee</u>
Base Rescue Charges:	
Based on bundled rate plan adopted May 1, 2013, these rates shall automatically adjust when and by the same % as those established and approved by the Centers for Medicare & Medicaid Services (CMS).	
Basic Life Support Non-Emergency (adopted 05/01/2013) (amended 05/07/2014; 05/20/15; 05/18/16; 03/15/17; 05/17/17; updated 01/01/19; 01/01/2020; 01/09/2024; 01/27/2025)	\$850.00
Basic Life Support Emergency (adopted 05/01/2013)(amended 05/07/2014; 05/20/15; 05/18/16; 03/15/17; 05/17/17; 06/02/2021 [updated 01/01/19; 01/01/2020; 01/09/2024; 01/27/2025)	\$850.00
Advance Life Support Level 1 Emergency (adopted 05/01/2013) (amended 05/07/2014; 05/20/15; 05/18/16; 03/15/17; 05/17/17) (Updated 01/01/19; 01/01/2020; 01/09/2024; 01/27/2025)	\$1,025.00
Advance Life Support Level 2 Emergency (adopted 05/01/2013) (amended 05/07/2014; 05/20/15; 05/18/16; 03/15/17; 05/17/17; (Updated 01/01/19; 01/01/2020; 01/09/2024; 01/27/2025)	\$1,500.00
Additional Rescue Charges:	
Mileage/Non-Covered Mileage (adopted 05/07/2014) (05/20/1; amended 05/18/165; 05/17/17; 06/02/2021 (updated 01/01/19; 01/01/2020; 01/09/2024; 01/27/2025)	\$21.00
Evaluation/No Transport (amended 05/05/04; 05/06/09; amended 01/18/12)(Updated 01/27/2025	\$150.00
Lift Assist – Emergency medical service response to assist lifting a person in a licenses and staffed medical institution or facility (Adopted 02/07/2024)	\$300.00 per response
Paramedic Intercept Fee (05/21/2008; updated 01/01/2020; 01/27/2025)	\$300.00
Fees are set by State Statutes – pursuant to Title 22, Health and Welfare, subtitle 2,§1711, pertaining to <i>Fees charges</i> , and as amended from time to time. (adopted 05/07/2014)	
<u>Horse Beach Permit (per rider) (adopted 10/02/02)</u>	<u>Fee</u>
All Permits (amended 05/06/09; amended 09/16/09)	\$20.00
<u>Interest Penalties (adopted 05/02/2007)</u>	<u>Penalty</u>
Interest on fees, charges or payments owed to the Town which are more than 30-days past due	1.5% per month
<u>Miscellaneous Fees [Adopted 05/03/05; Amended 02/15/06; 04/03/2024]</u>	<u>Fee</u>
Application Fee for all Town Clerk Licenses (Adopted 04/02/2025)	\$50.00
Marriage Ceremonies Performed (Amended 02/15/06; 04/02/2025)	\$100.00
Automobile Graveyard or Junkyard (Adopted 04/02/2025)	\$50.00

Automobile Recycling License (Adopted 04/02/2025)	\$250.00
SBI Checks (Adopted 04/02/2025)	\$100.00
Applicants are responsible for providing background checks, not older than 3 days prior to submission of application for all licenses that require such checks, or alternatively, applicants may pay above fee. (Adopted 04/02/2025)	
Public Hearing and Advertisements (Adopted 04/02/2025)	\$150.00
Applicants are responsible for the cost of all public hearing advertisements or, alternatively, applicants may pay above fee. (Adopted 04/02/2025)	
Miscellaneous Administrative Fees – Town Clerk’s Office (amended 05/06/09; 05/03/2023)	\$25.00
Replacement Fee for all Applications and Licenses/Permits (adopted 05/04/2011; amended 05/03/2023)	\$10.00
Genealogy / Research – \$3.00 per name, whether or not a record is found, this includes a photocopy. For an attested copy, the fee is as set by the State of Maine Office of Vital Records.	
Dog License Late Fee – Upon receipt of the rabies certificate(s) from the State of Maine the Town Clerk’s Office will notify owner(s) they need to register their dog(s) within 10-days. If a resident fails to license their dog(s) within 10-days of notification from the Town Clerk’s Office a late fee will be charged for each dog. (05/21/2008) (amended 05/07/2014)	\$25.00 per dog
Non-sufficient Funds (adopted 05/07/2014)	\$30.00
Late fee on all renewal applications issued by the Town Clerk’s Office that are received after the deadline [Adopted 04/03/2024]	½ half of the application Fee
If more than 30 days late after deadline [Adopted 04/03/2024]	Full application Fee

<u>Notary Fee (Amended 3/6/96; 05/05/04; 05/21/2008; 04/02/2025)</u>	<u>Fee</u>
1-3 Signatures	\$10.00
3+ Signatures	\$15.00
1-3 True Attested Copies	\$20.00
3+ True Attested Copies	\$25.00
<u>Photocopies</u>	<u>Fee</u>
Single Sheets - Their Original	
8 ½ x 11 Regular, each copy	\$0.25
8 ½ x 14 Legal, each copy	\$1.00
11 x 17 Ledger, each copy	\$1.50
<u>Photocopies (amended 3/6/96)</u>	<u>Fee</u>
Single Sheets - Our Document	
8 ½ x 11 or 14 or 17, first page	\$2.00
Each Additional Page	\$0.50
Maps, each copy (amended 05/03/2023)	\$10.00
Meeting DVD [Copying]	\$25.00
Electronic Responses to Requests (adopted 05/07/2014)	\$57.03 per 4 hours

<u>Police Department Charges</u>	<u>Fee</u>
Special Police Charge, Per Hour, 4 hour minimum charge per officer. (amended 05/05/04; 05/02/07; 05/21/2008; 05/04/201; 06/02/2021; 05/03/2023; 04/02/2025)	\$125.00
Police Cruiser Charge (adopted 05/07/2014; 06/02/2021; 05/03/2023)	\$75.00 per every 4 hours

Notice of minimum charge if event is canceled without proper notice (amended 06/02/2021)	4 Hours
Police Reports	
First Page (amended 05/05/04)	\$12.00
Each Additional Page (amended 05/05/04)	\$1.50
Fingerprinting	
For Civilians' Personal Use (not criminal), each set (amended 06/02/2021)	\$10.00
Copy Of Video Tape	
Blank Tape Provided (amended 05/05/04)	\$12.00
No Tape Provided (amended 05/05/04)	\$15.00

<u>Public Works Department Charges</u>	<u>Fee</u>
Fee for Building Coordination Form (05/05/04)	\$25.00

<u>Voter Registration Fees (amended 09/06/2006)</u>	
Fees are as set by the Secretary of State's Office pursuant to Title 21-A, Section 2, §4, <i>Fees</i> , and as amended from time to time.	

<u>Vehicle Registration Fee</u>	
Fees are set by the Secretary of State's Office, Department of Motor Vehicles pursuant to Title 29-A, Subchapter 2 §, <i>Fees</i> , and as amended from time to time. [amended 05/02/2012]	

Dates Adopted/Amended:

Adopted September 6, 1995
Amended March 21, 1996
Amended June 18, 1997
Amended March 18, 1998
Amended May 16, 2001
Amended May 1, 2002
Amended November 20, 2002
Amended May 7, 2003
Amended November 5, 2003
Amended June 2, 2004
Amended October 6, 2004
Amended February 2, 2005
Amended May 3, 2005
Amended February 1, 2006
Amended March 15, 2006
Amended June 21, 2006
Amended March 7, 2007
Amended July 18, 2007
Amended August 20, 2008
Amended September 16, 2009
Amended May 5, 2010
Amended February 16, 2011
Amended May 18, 2011
Amended January 18, 2012
Amended June 6, 2012
Amended May 1, 2013
Amended May 7, 2014
Amended May 18, 2016
Amended May 17, 2017
Amended May 16, 2018
Updated January 1, 2020
Amended September 2, 2020
Amended October 20, 2021
Amended February 15, 2023
Amended May 3, 2023
Updated January 9, 2024
Amended February 7, 2024
Amended June 26, 2024
Amended January 8, 2025
Amended February 5, 2025

Amended February 28, 1996
Amended March 5, 1997
Amended October 1, 1997
Amended January 20, 1999
Amended December 5, 2001
Amended October 2, 2002
Amended February 5, 2003
Amended June 18, 2003
Amended May 5, 2004
Amended September 2, 2004
Amended November 3, 2004
Amended April 6, 2005
Amended June 15, 2005
Amended February 16, 2006
Amended May 3, 2006
Amended September 6, 2006
Amended May 2, 2007
Amended May 21, 2008
Amended May 6, 2009
Amended February 17, 2010
Amended May 19, 2010
Amended May 4, 2011
Amended December 7, 2011
Amended May 2, 2012
Amended February 20, 2013
Amended November 6, 2013
Amended May 20, 2015
Amended March 15, 2017
Amended December 20, 2017
Amended October 16, 2019
Amended March 4, 2020
Amended June 2, 2021
Amended July 20, 2022
Amended April 20, 2023
Amended December 6, 2023
Amended January 17, 2024
Amended April 3, 2024
Amended September 4, 2024
Updated January 27, 2025
Amended April 2, 2025