



Town of Salem, NH

Schedule of Fees for Fiscal Year 2025

(Last adopted by the Town Council on 10/21/2024 - effective 1/1/2025)

Police Department

<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>LAST UPDATED</u>	<u>Fee Governed By</u>
Pistol Permits	\$ 10.00		Set by State RSA
Fingerprints	\$ 15.00	2016	
Insurance Reports (per page)	\$ 0.50	3/26/2018	Town Council
Insurance Fatal Reports/Photos (per page)	\$ 0.50	3/26/2018	Town Council
VIN Verifications	\$ 15.00	9/13/2021	
License to Sell Firearms	\$ 25.00	2016	
Pawnbroker License	\$ 1,500.00	8/21/2023	Town Ord 387
Subpoena Fee	\$ 40.00	2016	
Parking Tickets	\$15 - \$100	2010	Town Council- Town Ord 466
Kennel Fees (per day)	\$ 15.00	2016	
Outside Details			
Police Officer Detail Rate (4 hour minimum)	\$ 68.00	10/21/2024	
Strike Details	\$ 81.00	10/21/2024	
Holiday Details	\$ 85.00	10/21/2024	
Surcharge for Details between 6PM and 6AM Monday through Friday and anytime during the weekend.*	Plus \$15 per hour to any rate above		
Car Detail Rate	\$ 18.00	9/12/2022	
Alarm Permits			
Residential	\$ 25.00	8/17/2020	Town Ord 178
Commercial	\$ 50.00	8/17/2020	
False Alarm Fees			
1-3 false alarms in a calendar year	No Charge	8/17/2020	
4th false alarm	\$25	8/17/2020	
5th and 6th false alarm	\$50 each	8/17/2020	
7th and 8th false alarm	\$75 each	8/17/2020	
9 or more false alarms	\$100 each	8/17/2020	

*Excluding Town road projects

Municipal Services Department
Utilities/Public Works
Fees Governed by Town Council, except where noted

<u>Type</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>LAST UPDATED</u>
Equipment	(rates are per hour)		
	Pick-up truck w/small tools	\$ 100.00	10/21/2024
	Dump truck w/.driver	\$ 150.00	10/21/2024
	Grader w/operator	\$ 320.00	10/21/2024
	Backhoe w/operator	\$ 175.00	10/21/2024
	Van-con jet truck w/operator and driver	\$ 300.00	10/21/2024
	Air Compressor w/operator	\$ 180.00	10/21/2024
	Loader w/operator	\$ 250.00	10/21/2024
Labor Charges	(rates are per hour)		
	Normal work hours (7:00 a.m. - 3:30 p.m.)		
	Foreman	\$ 45.00	10/21/2024
	Labor/Driver	\$ 35.00	10/21/2024
Overtime	Charges for any work requested outside the hours of 7 a.m. - 5 p.m., Monday - Friday. "call-ins" (nights, weekends and holidays.) There will be no overtime charge if the request was placed prior to 5 p.m. not including flags at Town Hall. Required payments to restore service for non-payment shut off are only accepted during normal Town Hall hours.	3-Hour minimum @ \$51.00/hour	9/13/2021
Materials	Materials such as meter parts, etc.	Cost plus 10% administrative charge	9/13/2021
Bulk Purchase of Water	Filling tankers at DPW or WTP (\$100.00 minimum for any day in which load is taken)	2 times current rate	10/21/2024
Temporary Construction Meter	Meter provided to contractors in town needing water supply for construction	One (1) hour labor (for delivery, set-up and return) plus 2X consumption at the current rate	
Fines	First offense of policy regulations	\$100 and cost of services required as a result of the violation	
	Second offense of policy regulations	\$500 and cost of services required as a result of the violation	

Municipal Services Department
Utilities/Public Works
Fees Governed by the Town Council, except where noted

<u>Type</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>LAST UPDATED</u>
Administrative	Assessed every billing period and includes the cost of reading meters, billing, collection and administrative expenses	\$5.80	
Sewer Usage	Based on water consumption into building from meter readings	\$5.45/100 cf \$5.75/100 cf-1/1/26	10/21/2024
Sewer	Flat fee charge if no meter on water supply	\$105.00/quarter	9/14/2020
Water Usage	Based on water consumption into building from meter readings	\$4.55/100 cubic foot \$4.75/100 cf-1/1/26	10/21/2024
Meter Costs (for home, lawn, or business)	5/8" standard size meter and horn (for 3/4" service) 1" size meter and horn 1 1/2" meter 2" meter other sizes	\$640.00 \$1,300.00 \$1,400.00 \$1,800.00 call for pricing	10/21/2024 10/21/2024 10/21/2024 10/21/2024
Final Fee	Charge for reading meter for a sale of property or change in tenancy	\$25/manual reading \$15/automated reading	10/21/2024
Uncollectible "Bad" Check/Payment Fee	Charge for check that is returned to the town as uncollectible (i.e. insufficient funds)	Physical/paper: \$67.00 Online Payment: \$40.00	10/21/2024 10/21/2024
Backflow Inspection	Charge for state-required inspection of backflow device - done annually or semi-annually based on degree of hazard. If the test fails, there will be a full charge for the retest after repairs.		
	Residential Devices	\$50 first device tested and \$50 retest of faulty device	
	Commercial Devices	\$100 first device tested then \$50 for each additional units in a building after the first full rate charge. \$100 retest of faulty device.	10/21/2024

Certified Fee	Charge for certified letters sent for notification of potential water shut off for non-payment. (current U S Postal Service rate at time of charge)	refer to Postal Service for rate
Shut Off for Nonpayment or Noncompliance Fee	Charge to customer for nonpayment or noncompliance	\$50.00 9/30/2019
Shut Off Fee	Charge to shut off water upon request of owner	\$35.00 10/21/2024
Turn On Fee	Charge to turn on water upon request of owner	\$35.00 10/21/2024
Sewer Betterments	Existing betterment contracts from 1988 through 2006	\$254 - \$350
Water Betterments	Existing betterment contracts for 1999 through 2007	\$132 - \$207
Sewer Assessment after Feb 9, 2004 residential properties	single family home single family home w/in-law/acc existing single family home adding in-law/acc only mobile (manufactured) home (on single parcel) mobile (manufactured) home (in park) two family/condex three family one bedroom apartment two bedroom apartment three bedroom apartment	\$7,500 lump sum or * \$10,200 lump sum or * \$2,700 lump sum or * \$7,500 lump sum or * \$5,100 lump sum or * \$11,100 lump sum or * \$13,500 lump sum or * \$3,750 lump sum or * \$5,000 lump sum or * \$7,500 lump sum or *
Water Assessment after Feb 9, 2004 residential properties	single family home single family home w/in-law/acc existing single family home adding in-law/acc only mobile (manufactured) home (on single parcel) mobile (manufactured) home (in park) two family/condex three family one bedroom apartment two bedroom apartment three bedroom apartment	\$5,000 lump sum or * \$6,800 lump sum or * \$1,800 lump sum or * \$5,000 lump sum or * \$3,400 lump sum or * \$7,400 lump sum or * \$9,000 lump sum or * \$2,500 lump sum or * \$3,333 lump sum or * \$5,000 lump sum or *

* May be paid in annual installments for 20 years with interest calculated on Municipal Bond Bank summer/fall sale rate applied to the preceding calendar year

Municipal Services Department
Utilities - Out of Town Customers
Fees Governed by the Town Council

<u>Type</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>LAST UPDATED</u>
Administrative	Assessed every billing period and includes the cost of reading meters, billing, collection and administrative expenses	6.67	
Water Usage	Based on water consumption into building from meter readings	5.23 per 100 cf \$5.46/100 cf-1/1/26	10/21/2024
Meter Costs (for home, lawn, or business)	5/8" standard size meter and horn (for 3/4" service) 1" size meter and horn 1 1/2" meter 2" meter other sizes	736.00 1,495.00 1,610.00 2,070.00 call for pricing	10/21/2024 10/21/2024 10/21/2024 10/21/2024
Final Fee	Charge for reading meter for a sale of property or change in tenancy	\$40.25/manual reading \$17.25/automated reading	10/21/2024
Uncollectible "Bad" Check/Payment Fee	Charge for check that is returned to the town as uncollectible (i.e. insufficient funds)	Physical/paper: \$67.00 Online Payment: \$40.00	10/21/2024 10/21/2024
Backflow Inspection	Charge for state-required inspection of backflow device - done annually or semi-annually based on degree of hazard. If the test fails, there will be a full charge for the retest after repairs.		
	Residential Devices	\$57.50 first device tested and \$57.50 retest of faulty device.	10/21/2024
	Commercial Devices	\$115 first device tested then \$57.50 for each additional units in a building after the first full rate charge. \$115 retest of faulty device.	
			10/21/2024
Certified Fee	Charge for certified letters sent for notification of potential water shut off for non-payment. (current U S Postal Service rate at time of charge)	refer to Postal Service for rate plus 15%	
Shut Off for Nonpayment or Noncompliance Fee	Charge to customer for nonpayment	57.50	
Shut Off Fee	Charge to shut off water upon request of owner	40.25	10/21/2024
Turn On Fee	Charge to turn on water upon request of owner	40.25	10/21/2024
Water	single family home	5,750.00	

Assessment	single family home w/in-law/acc	7,820.00
after Feb 9, 2004	existing single family home adding in-law/acc only	2,070.00
residential properties	mobile (manufactured) home (on single parcel)	5,750.00
	mobile (manufactured) home (in park)	3,910.00
	two family/condex	8,510.00
	three family	10,350.00
	one bedroom apartment	2,875.00
	two bedroom apartment	3,833.00
	three bedroom apartment	5,750.00

Note: Water assessments may be paid as a lump sum or in annual installments for 20 years with interest calculated on Municipal Bond Bank summer/fall sale rate applied to the preceding calendar year

Fines

First offense of policy regulations	\$115 and cost of services required as a result of the violation plus 15%
Second offense of policy regulations	\$575 and cost of services required as a result of the violation plus 15%

Note: Any fee not directly listed above shall be 15% above the rates charged by Salem to its in-town customers.

Municipal Services Department
Engineering Division

<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>LAST UPDATED</u>	<u>FEE GOVERNED BY</u>
Gas Service Permits	\$ 200.00	10/21/2024	Town Ord 182 Article III
Sewer	-	10/21/2013	Town Ord 264-17, 264-45, 264-47
Street Opening	\$ 350.00	10/21/2024	Town Ord 182 Article III
Water	-	10/21/2013	Town Ord 304 Article III
Driveway	-	10/21/2013	Town Ord 278-6:5
Grease Interceptor	\$ 100.00	10/21/2013	Town Ord 264-17, 264-45, 264-47
Street Damage Fee	\$7.50/square foot	10/21/2024	Town Ord 252 Article II
Infrastructure Damage Fee	\$5.00/square foot	10/21/2024	Town Ord 252 Article II

Municipal Services Department
Public Works - Transfer Station and Hauler Fees

<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>LAST UPDATED</u>	<u>BE GOVERNED</u>
Landfill Permit Sticker	\$ 60.00 calendar year- free over 65 years of age	9/13/2021	Town Council
		9/13/2021	
C&D Coupon (LL&S)	\$ 35.00 up to 500lbs	10/21/2024	Town Ord 409
Electronic Device	\$ 20.00 per device - any device over 4 inches in diameter	10/21/2024	
Residential Haulers			
MSW	\$ 140.00 per ton	10/21/2024	
Recyclables	\$ 80.65 per ton	10/21/2024	
Annual Hauler Permit Fee	\$ 25.00		
Annual Hauler Access Fee			
1	\$ 100.00 vehicle up to 9,000 GVW		
2	\$ 150.00 vehicle from 9,001-18,000 GVW		
3	\$ 200.00 vehicle from 18,001-35,000 GVW		
4	\$ 250.00 vehicle from 35,001 GVW and over		
Small Business			
Annual Permit Fee	\$ 10.00		
Small Business - MSW	\$ 140.00 Per ton	10/21/2024	
Small Business - Recyclables	\$ 80.65 Per ton	10/21/2024	

Municipal Services Department
Public Works - Cemetery
Fees Governed by the Town Council, except where noted

<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>LAST UPDATED</u>
Single Grave Lot	\$ 1,000.00	10/21/2024
Two Grave Lot	\$ 1,650.00	10/21/2024
Three Grave Lot	\$ 2,350.00	10/21/2024
Four Grave Lot	\$ 3,050.00	10/21/2024
Cremation lot up to four (4) cremations per lot	\$ 700.00	10/21/2024
Baby Section Lot	\$ 200.00	10/17/2011
Veteran Section Lot	\$ 50.00	10/17/2011

Opening Fees

Veteran Section Lot	\$ 150.00	10/17/2011
Regular Opening	\$ 750.00	10/21/2024
Cremation Opening	\$ 400.00	10/21/2024
Baby Opening	\$ 75.00	10/17/2011
Saturday	\$ 350.00	10/21/2024
Sunday and/or holiday (if approved)	\$ 1,250.00	10/21/2024
Winter Opening Fee (Dec. 1st to March 31st)	\$ 350.00	9/13/2021
Mock Burial Opening	\$ 100.00	10/17/2011
Disinterment	\$ 1,000.00	9/30/2019

Presale Full Graves - No immediate burial

Single Grave Lot	\$ 1,650.00	10/21/2024
Two Grave Lot	\$ 2,350.00	10/21/2024

Planning Board

<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>LAST UPDATED</u>	<u>Fee Governed By</u>
Subdivision			Planning Board
Per Lot	\$100/lot for 1-2 lots \$125/lot for 3-6 lots \$150/lot for 7+ lots \$200 min. fee	1/10/2017	
Lot line adjustment for 2 lots or less	\$100		
Advertising/postage costs	\$50	10/21/2024	
Abutter Notification	refer to Postal Service for rate	10/21/2024	
Conceptual Plan	\$200 plus advertising and notification		
 Site Plan			
Per 1,000 sf of building	\$100/1,000 sf up to 9,999 sf \$125/1,000 sf 10,000 to 24,999 sf \$150/1,000 sf 25,000 sf and over		
Per Residential Unit	\$100		
Change of Use	\$50/1,000 sf (not to exceed \$5,000) \$200 min. fee		
Advertising/post costs	\$25		
Abutter notification	\$5/each		
Conceptual Discussions	\$200 plus advertising and notification		

For particularly large or complex projects that require significant amounts of staff time, the Planning Board may require that additional fees be charged based on the direct amount of staff time required for processing the application. Each applicant will be entitled to a total amount of billable staff time equal to the minimum application fee divided by \$50 per hour. If a project is deemed large/complex, any staff time over the minimum application fee will be billed at \$50 per hour. Billable staff includes the Planning Director, Planning Department staff, Senior Engineer, Public Works Director, Fire Department, Police Department Safety Officer, Chief Building Official, Town Assessor, and other Town Officials as appropriate.

Impact Fees for New Development (School, Recreation, Public Safety, Traffic)

<u>Type Unit/Units in Structure - (per unit)</u>	<u>School</u>	<u>Recreation</u>	<u>Traffic</u>	<u>Public Safety</u>	<u>Total</u>	<u>LAST UPDATED</u>	<u>Fee Governed By</u>
Single Family Detached	5,345	1,014	2,222	700	9,281		
Townhouse	2,878	830	1,588	720	6,016		
Duplex/Two Unit	4,703	839	1,588	725	7,855		
Multifamily (3+ unit structure)	2,792	659	1,588	845	5,884		
Manufactured Housing	1,389	754	1,677	972	4,792		
Senior Apartments (no personal care)			1,015	1,781	2,796		
Assisted Living		613/bed		2,425	3,038		
Seasonal to Year-Round Conversion	5,345	1,014	2,222	700	9,281		
Accessory Apartment	2,792	659	1,588	845	5,884		
Affordable Housing*							

Public Safety

Retail	\$0.56 per sf
Lodging	\$1.50 per sf
Office	\$0.54 per sf
Industrial/Manufacturing	\$0.27 per sf
Hospital	\$1.62 per sf
Other Comm./Institutional	\$0.67 per sf

Traffic

General Office	\$2.55 per sf
Single Tenant Office	\$3.08 per sf
Medical-Dental Office Building	\$5.51 per sf
General Light Industrial	\$1.15 per sf
Manufacturing	\$1.12 per sf
Warehousing	\$0.4 per sf
Mini-Warehouse (self-storage)	\$0.34 per sf
Hospital	\$3.94 per sf
Day Care Center	\$1.50 per sf
Health/Fitness Club	\$2.72 per sf
Movie Theater	\$10.19 per sf
Fine Dining Restaurant	\$7.90 per sf
High Turnover Restaurant	\$5.89 per sf
Fast Food Restaurant	\$22.03 per sf
Small Retail (less than 100,00 sf)	\$5.57 per sf
Large Retail (100,000 sf or more)	\$3.92 per sf
Pharmacy	\$6.81 per sf
Drive-in Bank	\$3.80 per sf
Automobile Sales	\$3.94 per sf
Supermarket	\$5.16 per sf
Gas Station with Convenience Store	\$6,940 per pump
Hotel	\$2,091 per room

For unique land use categories that are not found in the table, the traffic impact fee can be determined by multiplying the number of new daily trips generated by the new use by \$235.

*Impact Fees for certain affordable or workforce housing projects may be reduced by the Planning Board for housing units that are subject to long term covenants that limit occupancy to households with incomes at or below 50% to 60% of the area median income. Applicable reference standards for area median family income by household size are published annually by the U. S. Department of Housing and Urban Development.

The Planning Board may assess impact fees to such developments at 50% of the standard fees for units sold or rented to households with incomes at or below 50% of the HUD area median income, or at 60% of the standard fees for units sold or rented to households with incomes at or below 60% of the HUD area median income. No discounts of impact fees will be available to market rate units or units that are not subject to these income restrictions.

Zoning Board of Adjustment

<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>LAST UPDATED</u>	<u>Fee Governed By</u>
Filing Fee (application and legal notice)	\$175 refer to Postal Service for rate	10/21/2024	Zoning Board
Abutter Fee		10/21/2024	
Re-hearing Fee	\$50		
Continuation Fee	\$50		

Fire Department Health Division

<u>DESCRIPTION</u>		<u>AMOUNT</u>	<u>LAST UPDATED</u>
Food Service Class A	\$	600.00	10/21/2024
Food Service Class B	\$	450.00	10/21/2024
Food Service Class C	\$	350.00	10/21/2024
Food Service Class D	\$	250.00	10/21/2024
Food Service Class E	\$	125.00	10/21/2013
Food Service Class F	\$	100.00	10/21/2013
Food Service Class G:			10/21/2013
	Canobie Lake		
Food Service Class H	\$	780.00	10/21/2013
Body Art Establishment	\$	50.00	10/21/2013
Body Art Practitioner	\$	50.00	10/21/2013
Body Art Reinspection Fee	\$	100.00	10/21/2013
Food Code Manual	\$	150.00	10/21/2013
Massage Therapy Establishment	\$	5.00	10/21/2013
Salvage Yards	\$	50.00	10/21/2013
Septic System Permit*	\$	100.00	8/17/2020
Well Permit	\$	100.00	10/21/2024

***Test Pit, Bed Bottom, Final, Reinspection, Plan Review**

State law allows the Town Council to charge up to \$250 for the Salvage Yard License.

Motor Vehicle Recycling Yards and Junk Yards

Section 236:122 License Fees

The annual license fee is not more than \$250 to be paid at the time the application is made and annually thereafter in the event of renewal.

If the application is not granted, the fee shall be returned to the applicant.

Schedule of administrative fines.

Chapter 270, Food service Establishments and Retail Food Stores

The Health Officer or his/her designee shall impose administrative fines in the specified amounts for the following violations:

113. Health officer or health designee shall impose administrative fines in the specified amounts for the following violations:

- (1) For willful submission of false or fraudulent information on or with an application, in violation of § 270-56, the fine shall be \$500.
- (2) For failure to operate a food service establishment or retail food store only in the manner in which it is licensed to do so, in violation of § 270-56, the fine shall be \$500.
- (3) For failure to cooperate during an inspection of a food service establishment, retail food store, mobile unit or vehicle used to sell retail food, including but not limited to failing to allow Department representatives or inspectors to inspect food service establishment or retail food store premises and vehicles at all times, in violation of § 270-56, the fine shall be \$1,000.
- (4) For failure to notify the Department by telephone within 24 hours of any fire or other disaster that jeopardizes the safety or sanitation of food provided in food service establishments or retail food stores, in violation of § 270-56, the fine shall be \$100.
- (5) For failure to notify the Department pursuant to change of food service establishment ownership, pursuant to § 270-56, the fine shall be \$100.
- (6) For failure to notify the Department prior to moving the location of a food service establishment or retail food store pursuant to § 270-56, the fine shall be \$100.
- (7) For failure to submit a plan for review as required in § 270-57, the fine shall be \$200.
- (8) For failure to discard food as required under § 270-4 and in the manner instructed to do so by the Department, the fine shall be \$250.
- (9) For failure to cease operation upon notification by the Department to do so, the fine shall be \$500. Each day that a license holder fails to cease operation shall be considered a separate offense subject to an additional \$500 fine.
- (10) For failure to cease operation after a license has expired, when an application has been denied, or when a license has been revoked, the fine shall be \$500. Each day that a license holder fails to cease operation shall be considered a separate offense subject to an additional \$500 fine.
- (11) For a violation of the same critical violation as defined in § 270-3 for more than two consecutive inspections, the fine shall be \$500.
- (12) For failure to pay an administrative fine within 30 days of its imposition, or the completion of any appeal of the administrative fine, the fine shall be \$100 per day for the duration of the license.
- (13) For failure of a health inspection, with a red inspection the fine shall be ½ the annual food service license fee in addition to Subsections B (1) through (12) above, if applicable.

Fire Department
Building Division
Fees Governed by the Town Council, except where noted

	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>LAST UPDATED</u>
Building - Commercial			
Construction	Per thousand of construction value	\$13.00/K	10/21/2024
	Minimum	\$250.00	10/21/2024
Foundation		\$250.00	10/21/2024
Inspections Required	Excavation Footing/Walls Sealing/Backfill Finish Grading	\$300.00	10/21/2024
Building - Residential			
New Construction	Finished / per square foot	.60/sq ft	10/21/2024
	Minimum	\$ 100.00	10/21/2024
	Unfinished / per square foot	.40/sq ft	10/21/2024
	Minimum	\$ 100.00	10/21/2024
Additions/Alterations	Per thousand of construction value	\$ 6.50	8/22/2016
	Minimum	\$ 100.00	10/21/2024
Foundation	Excavation Footing/Walls Sealing/Backfill Finish Grading	\$ 150.00	8/22/2016
Detached Accessory Decks	Per Square Foot	\$ 0.40	10/21/2024
Pool - In Ground	Per Square Foot	\$ 0.40	10/21/2024
Pool - Above Ground	Flat	\$ 200.00	10/21/2024
	Flat	\$ 100.00	10/21/2024
Raze - Commercial		\$ 250.00	10/21/2024
Raze - Residential		\$ 100.00	10/21/2024

Fire Department
Building Division
Fees Governed by the Town Council, except where noted

	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>LAST UPDATED</u>
Plumbing / Gas- Commercial			
New Construction	min + per fixture \$18	\$ 250.00	8/22/2016
Alterations/Additions	min + per fixture \$18	\$ 100.00	10/21/2024
Venting only (gas)	min + per fixture \$18	\$ 100.00	10/21/2024
Plumbing / Gas - Residential			
Single Family - New	min + per fixture \$16	\$ 150.00	8/22/2016
Alterations/Additions	min + per fixture \$16	\$ 100.00	10/21/2024
Duplex (New Per Unit)	min + per fixture \$16	\$ 150.00	8/22/2016
Venting only (gas)	min + per fixture \$16	\$ 100.00	10/21/2024
Plumbing - Commercial			
Multi Family >3	min + per unit \$150	\$ 250.00	8/22/2016
Gas- Commercial			
Multi Family >3	min + per fixture \$18	\$ 250.00	8/22/2016
Electric - Commercial			
New Construction	min + per device \$3.5	\$ 250.00	8/22/2016
Additions / Alterations	min + per device \$3.5	\$ 250.00	10/21/2024
Multi Family >3 Units	min + \$150 per unit	\$ 250.00	8/22/2016
Solar Array	min + \$6 per panel Minimum	\$ 300.00	10/21/2024
Generator/Energy Storage System (ESS)		\$ 300.00	10/21/2024
Low Voltage		\$ 100.00	10/21/2024
Electric - Residential			
Single family - new	min + per fixture \$3.00	\$ 150.00	8/22/2016
Alterations/Additions	min + per fixture \$3.00	\$ 100.00	10/21/2024
Duplex (New Per Unit)	min + per fixture \$3.00	\$ 150.00	8/22/2016
Service (New-upgrade-temp)		\$ 100.00	10/21/2024
Pool In Ground		\$ 100.00	10/21/2024
Pool Above Ground		\$ 100.00	10/21/2024
Solar Array	min + \$6 per panel Minimum	\$ 100.00	10/21/2024
Generator/EES	Minimum	\$ 100.00	10/21/2024
Mechanical	Note: currently captured under a building permit		
Commercial Mechanical/HVAC	per thousand of construction value	\$13 per thousand of project cost \$6.50 per thousand of project cost	10/21/2024
Residential Mechanical/HVAC	per thousand of construction value	\$13 per thousand of project cost \$6.50 per thousand of project cost	10/21/2024
Building - Commercial			

Fire Department
Building Division
Fees Governed by the Town Council, except where noted

	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>LAST UPDATED</u>
Miscellaneous		\$ 100.00	10/21/2024
Change of Occupant / Use	With No Construction	\$ 100.00	10/21/2024
Casual Sales		\$ 100.00	10/21/2024
Chimney		\$ 100.00	10/21/2024
Construction Trailer		\$ 100.00	10/21/2024
Fireplace		\$ 100.00	10/21/2024
Home Business (Annual)		\$ 25.00	10/21/2024
Tent-Commercial		\$ 100.00	10/21/2024
Signs		\$ 100.00	10/21/2024

**Fire Department
Building Division**
Fees Governed by the Town Council, except where noted

<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>LAST UPDATED</u>
Signs (Temp)	\$ 25.00	10/21/2024
Storage Trailer	\$ 100.00	10/21/2024
Yard Sales	\$ 1.00	8/22/2016
Fee to Lift Stop Work Order	\$ 200.00	10/21/2024
Reinspection Fee	\$ 100.00	10/21/2024

After-the-Fact Permit: Applications filed after work has begun for work that requires a permit.

Fees doubled: the fee for after-the-fact permits will be calculated as a normal fee for all work and jurisdictions herein and then multiplied by 2.

Inspections Consultant Required: For after-the-fact permits or violations of codes, the Town may hire a consultant to conduct the inspections at applicants or violators cost.

Note: The categories herein are only meant to provide guidance for the classifying of fees and does not restrict the work that requires a permit to this list.

Hawkers and Peddlers Fee	Initial Application	\$ 100.00
	Each Week	\$ 25.00
	or for one year	\$ 100.00

License fees are calculated for each individual involved in sales or advertisement

Fire Department
Fire Prevention Division
Fees Governed by the Town Council, except where noted

<u>Permit Type</u>		<u>AMOUNT</u>	<u>LAST UPDATED</u>
Exhibit/ Trade Show	daily minimum	\$ 100.00 \$ 200.00	10/21/2024 10/21/2024
Fire Alarm System	per device per panel minimum	\$ 3.50 \$ 50.00 \$ 100.00	10/21/2024 10/21/2024 10/21/2024
	re-inspection	\$ 100.00	10/21/2024
Plan Review	Included in Permit Fee		
Acceptance Testing	Included in Permit Fee		
Annual Monitoring Fee	per radio box	\$ 350.00	10/21/2024
Sprinkler System	per device (head/switch/valve) minimum re-inspection	\$ 3.00 \$ 100.00 \$ 100.00	10/21/2024 10/21/2024 10/21/2024
Plan Review	Included in Permit Fee		
Acceptance Testing	Included in Permit Fee		
Extinguishing System	simple (Cooking wet chem., etc.)	\$ 100.00	10/21/2024
Plan Review	Included in Permit Fee		
Acceptance Testing	Included in Permit Fee		
Fire Pump	new install modification	\$ 150.00 \$ 100.00	10/21/2024 10/21/2024
Flammable Liquid Tanks	< 330 gal, including residential > 330 gal. or multi tanks	\$ 100.00 \$ 125.00	10/21/2024 10/21/2024
Tank Removals	UG tank removals including propane	\$ 100.00	10/21/2024
Propane Tanks	per tank up to 500 gal > 500 gal and all UG tanks re-inspection	\$ 100.00 \$ 150.00 \$ 100.00	10/21/2024 10/21/2024 10/21/2024
Oil Burner	\$ 100.00	10/21/2024	
Wood and /or Coal	Wood/pellet/coal stoves	\$ 100.00	10/21/2024
Fireworks display	per display (except public funded) maximum (except public funded)	\$ 100.00 \$ 200.00	10/21/2024 10/21/2024
Explosive storage	Temporary magazine < 30 days	\$ 100.00	10/21/2024
Blasting	per job	\$ 100.00	10/21/2024
Cutting/Welding	Hot work permit	\$ 100.00	10/21/2024
Other inspection including non state agencies and Daycare over 6 children			
Certificate of Fitness	annually	\$ 100.00	10/21/2024
	3 year certificate with test	\$ 100.00	10/21/2024
Place of Assembly	Annual Inspection	\$ 150.00	10/21/2024
Place of Assembly > 300			
Annual Inspection	Site Plan Reviews	\$ 100.00	10/21/2024
Medical Records (per page)		\$ 0.50	3/26/2018
Medical Records on digital media		Cost of digital media	3/26/2018
Outside Private Fire-Duty Details (4 hour minimum)			
Note: Cancellation time - 24 hours, if cancellation occurs less than one hour before start, the 4 hour minimum will be charged		Firefighter/Fire Officer's overtime rate, benefits, and 5% admin fee.	9/12/2022
Fire Apparatus and Vehicle Fees	FEMA's schedule of equipment rates and personnel overtime rate, benefits, and 5% admin fee	Varies	8/21/2023
Community Outreach Programs (i.e. CPR Class)	Cost per certificate and outside private detail rate, if applicable		

Fire Department
Ambulance

<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>LAST UPDATED</u>	<u>FEE GOVERNED BY</u>
BLS	\$ 1,313.12	9/11/2017	Town Council
ALS 1	\$ 1,775.63		
ALS2	\$ 2,666.06		
Mileage	\$ 40.00		

Community Services Department
Senior Services Division

<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>LAST UPDATED</u>	<u>FEE GOVERNED BY</u>
Annual Registration fee for non resident	\$50	July, 2015	RSA 41:9 & 41:9a
Outside Programs for non resident	\$25		

Community Services Department
Recreation Division

<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>LAST UPDATED</u>	<u>Fee Governed By</u>
HEDGEHOG PARK PASSES			
Per day - Resident	\$ 10.00	8/21/2023	Town Council
Per day - Nonresident	\$ 20.00	8/21/2023	Town Council
Annual - Resident	\$ 30.00	8/21/2023	Town Council
Annual - Non-resident	\$ 60.00	8/21/2023	Town Council

Recreation Facility Rental (adopted by The Board of Selectmen May 2015)

	Profit based			Non-Profit		
	Salem Resident	Non-Resident	Salem Resident	Non-Resident		
Facility Request \$50 \$100 \$30 \$60	\$ 50.00	\$ 100.00	\$ 30.00	\$ 60.00		
Up to 4 hours						
Facility Request \$75 \$150 \$55 \$110	\$ 75.00	\$ 150.00	\$ 55.00	\$ 110.00		
4 to 8 hours						
Facility Request \$95 \$190 \$75 \$150	\$ 95.00	\$ 190.00	\$ 75.00	\$ 150.00		
8 to 12 hours						
Usage of Lights	\$100 per field, per evening					

The Recreation division reserves the right to waive fees for town-owned facilities.

In addition to the facility request fees listed above, an additional fee will be assessed for Hedgehog Park based on the number of people. The additional fee is \$1.00 per resident and \$2.00 per non-resident. Participants for these activities will be provided passes for their vehicles while at Hedgehog. These passes will provide parking for only the time of the group request.

Town Clerk

<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>LAST UPDATED</u>	<u>Fee Governed By</u>
Dog Licenses			
Male	\$ 9.00		Set by State RSA 466
Female	\$ 9.00		Set by State RSA 466
Spayed/Neutered	\$ 6.50		Set by State RSA 466
Owner over 65	\$ 2.00		Set by State RSA 466
Penalty after May 31	\$ 1.00 Per month		Set by State RSA 466
Forfeiture fine	\$ 25.00		Set by State RSA 466
Motor Vehicles			
Town Clerk Fee	\$ 2.00		Set by State RSA 261
Municipal Agent	\$ 3.00		Set by State RSA 261
M.V. Title Fee	\$ 2.00		Set by State RSA 261
Marriage License	\$ 50.00		Set by State RSA 457:29
Certified Copies			
Birth, Marriage, Death	\$ 15.00		
2nd copy at same time	\$ 10.00		
Corrections/Amendments	\$ 10.00		
Voter Registration Checklist			
Print-out	\$ 25.00 for 5,000 names, plus \$1 for every 1000 names after that		
Filings			
Hospital Liens & releases	\$ 15.00		
Articles of Agreement	\$ 5.00		
Pole License	\$ 10.00		
All Town Departments			
Uncollectible "Bad" Check/Payment Fee			Set by State RSA 80:56
Physical/paper	67		10/21/2024
Online payment	40		10/21/2024 Set by State RSA 80:56
Bad Check Fee (Town Clerk)	\$ 32.00		8/22/2016
Photocopies	\$ 1.00		10/21/2024