

CITY COUNCIL

READ FILE COVER SHEET

Subject: **Ordinance 1091 concerning Amending City Code 70: Fees**

Date: **11/22/2022**

(Public Hearing)

Notice: Any comments made after 5:00 p.m. on the Thursday before the Council Meeting will not be seen in the agenda packet.

Purpose:

- FYI
 Read and Comment as Needed
 Action Required by December 5, 2022
 In Confidential File Drawer

Approve:

Casi Boyer Yes No No Comment

Comment: _____

Dave Martin Yes No No Comment

Comment: _____

Jim Ringsaker Yes No No Comment

Comment: _____

Jason Robertson Yes No No Comment

Comment: _____

Tammy Lynn Schneegas Yes No No Comment

Comment: _____

Carolyn Zinner Yes No No Comment

Comment: _____

Note:

Planned Schedule:

First Reading: 11/21/2022
Public Hearing: 12/5/2022
Second Reading: 12/19/2022
Third Reading: 1/3/2023
Fourth Reading/Adoption: 1/17/2023

CITY COUNCIL
OF
HAVRE DE GRACE, MARYLAND

ORDINANCE NO. 1091

Introduced by _____ Council President Ringsaker

AN ORDINANCE BY THE MAYOR AND CITY COUNCIL OF HAVRE DE GRACE, MARYLAND, ADOPTED PURSUANT TO THE AUTHORITY OF ARTICLE XI-E OF THE MARYLAND CONSTITUTION, THE LOCAL GOVERNMENT ARTICLE OF THE ANNOTATED CODE OF MARYLAND, AND SECTIONS 33 AND 34 OF THE HAVRE DE GRACE CITY CHARTER TO AMEND CITY CODE 70: “FEES” BY REPEALING AND REENACTING ORDINANCE NO. 850, ORDINANCE NO. 856, ORDINANCE NO. 884 AND ORDINANCE NO. 986 TO UPDATE THE DEFINITIONS AND GENERAL SCHEDULE OF FEES CHARGED BY THE CITY FOR VARIOUS PERMITS, LICENSES, AND OTHER SERVICES THEREUNDER

On: November 21, 2022

at: 7:00 p.m.

Ordinance introduced, read first time, ordered posted and public hearing scheduled.

PUBLIC HEARING

A Public Hearing is scheduled for December 5, 2022 at 7:00 p.m.

EXPLANATION
Underlining indicates matter added to existing law.
[Bold Brackets] indicate matter deleted from existing law.
Amendments proposed prior to final adoption will be noted on a separate page with line references or by handwritten changes on the draft legislation.

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34 **WHEREAS**, the Mayor and City Council of Havre de Grace declared with the passage of
35 Ordinance No. 850, on March 1, 2004, that it was desirable, and in the public interest to pass a
36 single ordinance for the purpose of establishing and setting forth a general schedule of the most
37 common fees charged by the City of Havre de Grace for various permits, licenses and other
38 services; and

39
40 **WHEREAS**, with the passage of Ordinance No. 856, on March 17, 2004, to amend and clarify
41 the general schedule of the fees charged by the City of Havre de Grace for various permits,
42 licenses, water and sewer capital costs, and other services; and

43
44 **WHEREAS**, with the passage of Ordinance No. 884, on April 16, 2007, several updates to City
45 Code 70 were implemented to include additional language referencing “fees not listed”, a new
46 section that included definitions, and updating several fees; and

47
48 **WHEREAS**, the last such update was introduced and passed by the Mayor and City Council of
49 Havre de Grace on January 17, 2017 by Ordinance No. 986 to establish Race Event fees in the
50 City of Havre de Grace; and

51
52 **WHEREAS**, the Mayor and City Council of Havre de Grace find it necessary, desirable, and in
53 the best interest, health and general welfare of the City to amend Chapter 70 and clarify the
54 language, and update and add to the schedule of fees charged by the City for various permits,
55 licenses, water and sewer capital costs, and other services thereunder.

56
57 **NOW, THEREFORE, BE IT ENACTED AND ORDAINED**, the Mayor and City Council of
58 Havre de Grace, in accordance with the authority vested in The Mayor and City Council of Havre
59 de Grace, by law and the Charter of the City of Havre de Grace hereby amends Chapter 70 of the
60 Code of the City of Havre de Grace by repealing Ordinance No. 986, adopted by the Mayor and
61 City Council on January 17, 2017, and enacting in its place this Ordinance No. ___ as follows:

62
63 **70-1 General fee schedule established.**

64 The following is an enactment listing the specific fees collected from the various ordinances,
65 resolutions, and policies for the City as they shall be established as of the effective date of this
66 chapter.

67
68 **70-2 Professional services.**

69 The fee schedule in section 70-5 is for services provided exclusively by City Administration staff
70 personnel, unless otherwise noted. In the event services require professional services from an
71 independent organization as determined by the Director, the applicant will be responsible to
72 reimburse the City the total cost of the outside professional plus a \$100 administrative fee. In the
73 event the City must use an outside professional, the applicant will be notified of the cost before
74 any services are rendered. The applicant may withdraw their request for the service before the
75 parties enter into a binding agreement for the services. After contracting, the applicant will be
76 responsible for all costs incurred by the City by the outside contractor, including cancellation, plus
77 a \$100 administrative fee."

78
79 **70-3 Fees not listed in this chapter.**

80 This chapter represents a general compilation schedule of the most common fees charged by the
81 City of Havre de Grace for various permits, licenses and other services. Citizens are urged to

82 consult the specific ordinance, resolution, or policy for fees charged associated with permits,
83 licenses, and other services not listed in this chapter. Additional State and County Codes may be
84 applicable (Plumbing, Mechanical & Electric), as well as other City Ordinances or Codes (listed
85 at the end of this section) that may include additional costs. The Director of Planning or designee
86 may determine the applicability for a building permit and associated fee if not specifically covered
87 by this fee schedule or other City ordinances.

- 88 1. Chapter 1 – General Provisions; Civil Sanctions
- 89 2. Chapter 38 – Cable Communications
- 90 3. Chapter 49 – Critical Areas
- 91 4. Chapter 61 – Elections
- 92 5. Chapter 81 – Forest Conservation
- 93 6. Chapter 112 – Open Air Markets
- 94 7. Chapter 120 – Nuisances
- 95 8. Chapter 127 – Peddling & Solicitation
- 96 9. Chapter 162 – Solid Waste
- 97 10. Chapter 166 – Special Assessments
- 98 11. Chapter 174 – Swimming, Fishing and Camping
- 99 12. Chapter 177 – Taxation
- 100 13. Chapter 180 – Taxicabs
- 101 14. Chapter 186 – Trees
- 102 15. Chapter 190 – Vehicles and Traffic
- 103 16. Chapter 196 – Water and Sewer Rates
- 104 17. Chapter 205 – Zoning

106 **70-4 Definitions.**

107 For the purposes of this chapter, the following words, terms and phrases shall, unless language or
108 context indicates that a different meaning is intended, be given the meaning as herein set forth:

109 ANNUAL USE (FOR-PROFIT)

110 The leased area will be used to generate income for the business (i.e. seating, entertainment, sale
111 of food, beverages, goods or services) regardless of whether any portion of profits are shared with
112 a non-profit.
113

114 ANNUAL USE (NON-PROFIT)

115 The property involves a lease with or for the benefit of the operation of a non-profit organization
116 and the leased area is needed for safe ingress or egress, for example, an entry porch, steps, handicap
117 ramp or walkway, but shall not include such encroachments as a driveway or parking pad. For
118 other types of leases with the non-profit, the City Council must consider whether to pass an
119 ordinance to enter a Lease or a boundary line agreement with the non-profit property owner
120 expressly stating that such use of the property by the non-profit furthers the City’s general purposes
121 or aids in education or charity within the City.
122

123 BUILDINGS BUILT FOR HUMAN OCCUPANCY

124 Shall include but not be limited to the following uses: all residential buildings, church, school,
125 theater, lecture hall, restaurant, museum, nightclub, library, exhibition hall, terminal, recreation
126 center, community center, gymnasium, physical fitness center, retail and/or sales, office, service
127 and/or repair, personal care, animal care and boarding, manufacturing, industrial, hospital, health
128

129 care, nursing home, medical, dental, public utility structure, day care, hotel, motel, conference
130 center, club, telecommunications, research and development, bank, and funeral care.

131

132 CARPORTS

133 Shall be designed such that there are a minimum of two open sides and shall be fire rated for a
134 minimum of one-hour fire protection from the interior side of the structure when attached to an
135 occupied structure. Subsequent storm water runoff from the structure shall not discharge within 10
136 feet of any adjoining property line.

137

138 CONSTRUCTION DUMPSTER PERMITS

139 Not required when dumpsters are located on property under development where the City of Havre
140 de Grace has not taken possession of the streets or rights-of-way on which a dumpster may be
141 located. A permit is required for any construction dumpster proposed to be located on City property
142 or City right-of-way or a public or private street (road, lane or alley) whereby that public or private
143 street has been given final construction approval and accepted by the City of Havre de Grace
144 whether maintained by the City or not. No dumpster shall block the use of any public sidewalk or
145 any driveway or obstruct or otherwise affect any emergency response vehicle or personnel. Any
146 dumpster proposed or necessitated to use any street for its temporary location shall first obtain the
147 approval of the City of Havre de Grace Chief of Police or designee and shall be required to obtain
148 a permit from the Department of Planning. "Temporary" as contained in this chapter, shall mean
149 no more than 60 days plus two thirty-day extensions granted by the Department of Planning upon
150 written request within any one-year period.

151

152 DECKS

153 An attached or detached non-enclosed exterior structure for social use as a deck/porch/patio. Shall
154 include any approved material (including masonry/brick/stone or other approved exterior finish
155 material, elevated more than 24 inches above the immediate finished grade). May have a roof.
156 Requires a permit at the deck rate.

157

158 DEMOLITION, FULL

159 The complete razing of a structure but may preclude the removal of the existing supporting
160 foundation. At the discretion of the Code Official, a demolition permit may not be required for the
161 removal of accessory buildings typically used for storage and which do not contain water or sewer
162 connections made directly to City water and sewer distribution lines or composed of or containing
163 hazardous material. Contact the City Code Official for determination on specific buildings.

164

165 DEMOLITION, PARTIAL

166 The removal of a specific section or portion of a structure which includes structural components
167 with or without replacement.

168

169 EXCLUSIVE USE

170 The leased area is used exclusively by the applicant and their invited guests while excluding the
171 public from the use and enjoyment of the property. Exclusive use leases shall only be allowed
172 where such exclusive use predated the adoption of the City's Zoning Code on March 15, 1982. No
173 new exclusive use leases will be granted after the date of this Ordinance unless the City Council
174 passes an ordinance expressly stating that the subject property is no longer needed for a public
175 purpose and that the City will enter into a boundary line agreement with the property owner for a
176 price equal to the taxable amount attributable to the square footage of such property or the fair

177 market value, whichever is greater. After the date of this Ordinance, any existing fences on City
178 Property which permit exclusive use to a private property owner by an existing lease or license
179 shall either be converted to boundary line agreements or such fences shall be removed and
180 relocated to the property owner's lot line subject to any setbacks.

181
182 FOOD TRUCK OPERATOR/HAWKER/VENDOR/PEDDLER/SOLICITOR (PEDDLING &
183 SOLICITING)

184 Food Truck Operator: Any vendor that sells any sort of food product for consumption in the City
185 limits from a truck, trailer, mobile smoker/grill or pull-behind cart such as a hot dog cart. Hawker:
186 A peddler who sells his/her wares by outcry in the streets and public places. Itinerant Vendor or
187 Transient Merchant: A person who is established in business in the City with the intention and
188 determination to remain for a short period of one or more weeks or months, or until a particular
189 stock of merchandise is disposed of or until the local market for the commodity handled by the
190 dealer has been exhausted, and who, for such limited period, engages or occupies a lot of ground
191 or the improvements thereon or a part thereof for the exhibition and sale of his goods or wares.
192 Peddler: A person who goes from place to place and/or from house to house carrying for sale
193 and/or exposing for sale goods, wares and merchandise which he/she carries; or a vendor of goods
194 who sells and delivers to customers the identical goods which he/she carries. Solicitor: A person
195 who, going from person to person, house to house, or place to place, seeks orders, subscriptions,
196 contributions or any other kind of support, or who, without necessarily having the intention of
197 making a direct sale, distributes literature, pamphlets, handbills, samples and the like for
198 commercial purposes.

199
200 FOR PROFIT
201 A business or other organization based on IRS determination whose primary goal is making money
202 (a profit), and is concerned with money only as much as necessary to keep the organization
203 operating.

204
205 NEW WINDOW OR DOOR
206 Shall apply to newly cut openings or expanded openings into a structural or nonstructural exterior
207 wall of an occupied structure. No permit is required for replacement windows or doors installed
208 within an existing opening.

209
210 NON-EXCLUSIVE USE
211 The leased area is needed for safe ingress or egress, for example, an entry porch, steps, handicap
212 ramp or walkway, but shall not include such encroachments as a driveway or parking pad.

213
214 NON-PROFIT (NPO) (also known as a "non-business entity")
215 An organization based on IRS determination the purpose of which is something other than making
216 a profit, such as charity, education, history or the arts. In economic terms, a nonprofit organization
217 uses any surplus income for the organization's purpose or mission and is not distributed to the
218 organization's shareholders (or equivalents) as profit or dividends. This is known as the non-
219 distribution constraint. The decision to adopt a nonprofit legal structure is one that will often have
220 taxation implications, particularly where the nonprofit seeks income tax exemption, charitable
221 status and so on or to obtain funds from others and provide an income deduction.

222
223 PEDDLING AND SOLICITING
224 Includes Food Trucks, Hawkers, Itinerant Vendors, Transient Merchants, Peddlers, and Solicitors.

225 PERMIT REISSUANCE FEE

226 Any building permit that is deemed to have been abandoned for any period of six months or longer,
227 shall be deemed expired. The Code Official may grant one extension (upon a written request for
228 an extension by the permit applicant received by the Code Official) for up to 90 days. Request for
229 extension must be requested within 30 days of expiration notification. Work must be diligently
230 pursued prior to extension expiration in order to keep the permit valid. Additional extensions will
231 be reviewed on a case-by-case basis. All work must be completed and pass all final inspections
232 before a permit is deemed Closed. Incomplete expired permits may be subject to Permit Violation
233 Fees following written notice.

234
235 PERMIT VOIDED

236 Any building permit approved for any proposed work not commenced within six months of the
237 issuance of the building permit shall be voided. After a permit has been applied for, but not issued
238 due to additional documentation required, shall be voided if the required documentation has not
239 been received within six months of application date.

240
241 RETAINING WALL

242 A wall subjected to or built to sustain lateral pressure other than wind pressure. A retaining wall
243 built with an unbalanced fill exceeding three feet shall be designed and built in accordance with
244 construction plans designed and sealed by a Maryland licensed engineer with applicable
245 knowledge in such design; photocopied plans with the applicable seal are acceptable or as
246 determined by the Code Official.

247
248 SCREEN ROOMS

249 Screen rooms are for seasonal use only, enclosed with screening only. Cannot have solid walls or
250 windows which would create an addition or sunroom. No plumbing fixtures are permitted within
251 a sunroom; electrical outlets and/or ceiling fans or lighting are permitted and shall be installed in
252 accordance with all applicable electric code requirements and shall require an electrical permit.

253
254 SMALL CELL WIRELESS TOWER

255 “Small cells,” which are low powered wireless base stations that function like traditional cell sites
256 in a mobile wireless network, but typically cover targeted indoor or localized outdoor areas; have
257 a “distributed antenna systems (DAS) which are numerous antennae, commonly known as nodes
258 similar in size to small cells and are connected to and controlled by a central hub” may be attached
259 to a support structure (new or an existing utility pole).

260
261 STORAGE CONTAINERS, TEMPORARY

262 No storage container shall be permitted in a City right-of-way nor on City property without City
263 authorization and a permit; no storage containers shall be permitted to be placed in any portion of
264 a front yard of a residential property other than a driveway; temporary storage containers as
265 referenced in this fee schedule pertain to storage units limited in use to a maximum of 60 calendar
266 days starting on day of delivery. Permit fees based on each 60-day period, not to exceed 180 days.

267
268 STRUCTURES

269 (Designed and) built for human occupancy shall include those applicable classifications as listed
270 in the International Building Code and the International Residential Code for One- and Two-
271 Family Dwellings.

272

273 **SUNROOMS**

274 Sunrooms are fully enclosed structures with solid walls and/or windows, applied for as an addition,
 275 subject to property line setbacks as shown in Attachment I / Table I under Chapter 205, Zoning.
 276 No plumbing fixtures are permitted within a sunroom; electrical outlets and/or ceiling fans or
 277 lighting are permitted and shall be installed in accordance with all applicable electric code
 278 requirements and shall require an electrical permit.

279
 280 **WATER AND/OR SEWER DISCONNECTION/ABANDONMENT**

281 In matters regarding structure demolitions, both water and sewer lines serving the structure to be
 282 razed shall be disconnected at the utility main if the utilities are no longer required, or need to be
 283 upgraded. All work performed within a City right-of-way shall be performed by City personnel,
 284 unless written permission is provided by the Director of Public Works and is subject to applicable
 285 disconnection fees chargeable to the property owner of the subject demolition

286
 287 **70-5 Fee Schedule**

FEE TYPE	FEE CHARGE
RESIDENTIAL - New Construction	
1- and 2-family	\$.25 s/f - minimum \$450
Multi-family (condominiums)	Shell/Common Areas: \$.12 s/f - minimum \$200 Each Dwelling Unit: \$.25 s/f - minimum \$450
Multi-family (apartments)	\$.25 s/f entire building
Hotel, Motel, Assisted Living, Rooming House, and similar type uses	Shell/Non-Sleeping Areas: \$.12 s/f - minimum \$300 Each sleeping room: \$100 up to 400 s/f (add \$.25 per s/f over 400)
RESIDENTIAL – Other	
Additions (including sunroom)	\$.12 s/f – minimum \$350
Screen Room	\$.12 s/f – minimum \$100
Open deck (with or without roof)	\$.10 s/f – minimum \$75
Renovations / Alterations / Repairs	\$.10 s/f – minimum \$75
Masonry, Brick, or Stone Exterior Façade	\$100
Garage (attached or detached)	\$.25 s/f – minimum \$100
Storage building – under 200 sq ft	\$50
Storage building – over 200 sq ft	\$.25 s/f – minimum \$75
Retaining Wall – over 3 ft height	\$ 1 linear ft – minimum \$100
Impervious Patio	\$50 – over 200 sq. ft.
Fencing	\$50
Driveway and/or Curb Cut	\$75
Demolition - FULL	\$500
Demolition - PARTIAL	\$100

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Demolition (training exercise by Fire Department)	No Fee
Swimming Pool - above ground	\$50
Swimming Pool - in-ground	\$100
Window or Door (new or enlarged opening)	\$75 first - \$10 each additional
COMMERCIAL - New Construction	
Non-High Hazard Uses	\$.12 per s/f - minimum \$300
High Hazard Uses	\$.15 per s/f - minimum \$500
(Multiple occupancy buildings will require individual Use & Occupancy permits)	
Marina	\$500 plus \$20 per slip
COMMERCIAL - Other	
Use & Occupancy (no modifications)	\$100
Use & Occupancy (with modifications)	\$.12 per s/f - minimum \$200
Additions	\$.12 per s/f - minimum \$500
Signs	\$50 each - up to 24 sq ft / \$75 each - over 24 sq ft
Demolition - FULL	\$500 up to 5000 sq ft / \$750 over 5000 sq ft
Demolition - PARTIAL	\$200
Demolition (training exercise by Fire Department)	No Fee
Swimming Pool (club - public or private / above ground or in-ground)	\$200
Fencing	\$75 plus \$.05 per lin. Ft. over 250
Retaining Wall (any height)	\$1 linear ft - minimum \$100
Window or Door (new or enlarged opening)	\$75 first - \$10 each additional
Tank - above ground or below ground (requires MDE approval)	\$250
Driveway and/or Curb Cut	\$100
UTILITIES	
Small Cell Wireless Facilities	\$500 Application Fee (up to 5 devices) \$100 per device after first 5 \$270 Annual Fee
Utility or Communication Tower (new)	\$500
Utility or Communication Tower (replacement or addition of equipment on existing tower)	\$200

NEW DEVELOPMENT	
Concept Plan	\$200 plus \$10 per acre Over 100 acres - \$1,000 plus \$20 per acre
Site Plan Review - Residential	\$250 plus \$50 per dwelling lot
Site Plan Review - Commercial	\$400 plus \$50 per acre
Site Plan Revisions (Residential or Commercial)	\$150 plus \$10 per lot/unit/acre affected
Subdivision	\$250 plus \$50 per lot
Lot Consolidation	\$50
Stormwater Management Review (In-house)	\$300 plus \$50 per hour over 4 hours
Stormwater Management Review (3 rd party)	Third party reviewer invoice at market rate plus \$100 City administrative fee
Forest Stand Delineation (FSD)	Included under FCP permit
Forest Conservation Plan (FCP) (In-house)	\$300 plus \$10 per acre of conservation area
FSD and FCP (3 rd Party)	Third party reviewer invoice at market rate plus \$100 City administrative fee
Grading Permit	\$100
Landscape / Lighting Plans	\$200
CAPITAL COST RECOUPMENT FEES	
Bulle Rock – Water	\$577 per unit
Bulle Rock Rt. 40 – Sewer	\$1,552 per unit
Bulle Rock Rt. 40 – Forced Sewer Main Non-Residential	\$27,625 per acre
Bulle Rock Rt. 40 – Forced Sewer Main, Residential	\$6,222 per unit
Greenway Farms – Water Main	\$1,210
MISCELLANEOUS	
Board of Appeals - hearing fee	\$350
Board of Appeals - minimum transcript fee	\$100 (balance due following transcribers invoice)
Construction Dumpster (in City right-of-way)	\$50 per maximum 14 calendar days
Temporary Storage Pod	\$50 per 60 calendar day period (180 days maximum)
Boat Pier (requires State approval)	\$50
Bulkhead (requires State approval)	\$50 per 100 ft.
Administrative Fee for Permit Revisions	\$50
Reissue Expired Permit with Department Approval	\$75 or cost of original permit, whichever is less
Written notice of permit violation, working without a valid license or permit, issuance of a Stop Work Order (in addition to regular permit fees)	\$250 First occurrence \$300 Second occurrence \$350 Subsequent occurrence (with Administrative Hearing)

Property Maintenance Inspection Fee	\$55 first and second occurrence \$100 subsequent occurrences
Sewer Clean-Out Caps (Lost or Damaged)	4" Lid & Gasket = \$40
	6" Lid & Gasket = \$70
Water Meter Replacement Lid	\$150
License Agreements: Residential	
Administrative and Recordation Fees	\$300
Annual Use Fee	\$50
License Agreements: Commercial:	
Administrative and Recordation Fees	\$300
Annual Use Fee	\$50
Lease Agreements: Residential	
Administrative and Recordation Fees	\$300
Exclusive Use	\$1 per square foot per year – Lease cannot exceed 50 years
Non-Exclusive Use	No Annual Fee Lease cannot exceed 50 years
Lease Agreements: Commercial:	
Administrative and Recordation Fees	\$300
Annual Use (for profit)	\$1.25 per square foot
Annual Use (non-profit)	No Fee
Document Copies (black & white only)	\$.30 per page - letter size \$.40 per page - legal size \$.50 per page - ledger size \$4 per page - 18" x 24" or larger
Large Document Scanning	\$2 per page
CITY BUILDING FACILITIES	
Community Center	
Rental Fee	\$1,100 per event 50% non-refundable deposit Balance due 60 days prior to the event
Key Deposit	\$100 Refundable if all conditions are met
Community Pavilion at Hutchins Memorial Park	
	\$250 per day

STAR Centre	
Large Gym	
ANY Ticketed Events	10% of Ticket Sales
Weekdays (available 6 am – midnight)	\$100 per hour (2 hour minimum) or \$750 per day
Weekends (available 6 am – midnight)	\$200 per hour (2 hour minimum) or \$1,500 per day
Housekeeping Fee	\$350 per event
Small Gym	
ANY Ticketed Events	10% of Ticket Sales
Weekdays (available 6 am – midnight)	\$60 per hour (2 hour minimum) or \$450 per day
Weekends (available 6 am – midnight)	\$150 per hour (2 hour minimum) or \$1,000 per day
Housekeeping Fee	\$350 per event
Auditorium	
ANY Ticketed Events	10% of Ticket Sales
Weekdays (available 6 am – midnight)	\$60 per hour (2 hour minimum) or \$450 per day
Weekends (available 6 am – midnight)	\$200 per hour (2 hour minimum) or \$1,500 per day
Technician	\$20 per hour (4 hour minimum)
House Manager	\$20 per hour (4 hour minimum)
Housekeeping Fee	\$350 per event
Auditorium Classrooms	
Weekdays/Weekends (available 6 am – midnight)	\$40 per hour (2 hour minimum) or \$300 per day
Housekeeping Fee	\$350 per event
Opera House	
Main Stage Theatre Rental	\$700 per performance day (this fee includes "tech week" for theatre company rentals)
Studio Theatre Rental (Black Box)	\$50 per day
Technician	\$20 per hour (4 hour minimum)
House Manager	\$20 per hour (4 hour minimum)
Custodial Services	\$100 one-day event \$200 weekend event

Film Production	
Event Application Fee	\$2,500
Hourly Fee for DPW & PD	Wage rate with full benefits
Promenade Grille	Negotiated Lease Contract with Mayor and City Council by Resolution
Shooting Range (Police Rentals Only)	\$300-\$500 per day
Tide Trolley	
Ridership	Donation
Roof Advertisement (90-day cycle)	\$50 plus cost of the Signage (one sign displayed on each of the trolleys)
Peddling & Soliciting (Non Food Truck)	
Per day	\$50
Per week	\$250
Per month	\$550
Up to six months	\$2,500
Up to one year	\$5,000
No group discounts will apply	
Food Trucks	\$50 per 90-day period
MARINA – CITY OWNED	
Users	
Marina Slip Season (January-December) Slip Fees	\$67/foot - FY24
	\$70/foot - FY 25
	\$72/foot - FY26
Slip Tax User Fee	5% of dockage (slip rental, dry/wet storage - not to exceed \$100 annually)
Unmetered Slip Holder Electric Fee	\$75 annually
Wait List	\$50 (two offers)
Dinghy Storage	\$50 annually
Tydings Park Ramp Fee	\$10
Water Street Ramp Fee	\$10
Unpaid Ramp (day of launch)	\$25
Pump Out Fee	\$5

Transients	
Electric	\$10 per cord per day
Bathroom Key Deposit	\$20 refundable
Daily Slip (after 9 am)	\$1.50 per foot of boat length
Monthly Slip Rate	\$20 per foot of boat length
Hutchins Memorial Park Slip	\$115/foot (includes electric)
RUNNING & WALKING RACES	
For Profit Organizations	\$3,000
Non- Profit Organizations	\$1,500
Havre de Grace Non Profit for the benefit of a Havre de Grace Organization	No Fee
ELECTIONS	See City Code Chapter 61
TAXATION	See City Code Chapter 177
WATER / SEWER FEES & RATES	See City Code Chapter 196

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70-5 Review of Fee Schedule

The fees and charges contained in this chapter shall be reviewed by City staff each year in coordination with the City’s General Fund and Enterprise Fund budgets.

ADOPTED by the City Council of Havre de Grace, Maryland this ___ day of January, 2023.

SIGNED by the Mayor and attested by the Director of Administration this ____ day of January, 2023.

ATTEST:

MAYOR AND CITY COUNCIL
OF HAVRE DE GRACE

Stephen J. Gamatoria
Director of Administration

William T. Martin
Mayor

Introduced/First Reading: 11/21/2022
Public Hearing: 12/5/2022
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