

## RESOLUTION NO. 19-002

**A RESOLUTION OF THE COMMISSIONERS OF CAMBRIDGE, MARYLAND, TO AMEND AND ESTABLISH THE SCHEDULE OF FEES CHARGED BY THE CITY OF CAMBRIDGE**

**WHEREAS**, the City Manager and Finance Committee of the City of Cambridge, have recommended the amendment and establishment of certain fees, rates and charges relating to miscellaneous city services, permitting, inspection, development and building construction within the City of Cambridge; and

**WHEREAS**, the Commissioners of Cambridge, have determined that the schedule of fees, rates and charges set forth herein, is warranted; and

**WHEREAS**, the Commissioners of Cambridge desire to formally adopt the schedule of fees, rates and charges to be assessed by the City of Cambridge, commencing on July 1,2019.

**NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSIONERS OF CAMBRIDGE**, that the following fees, rates and charges are hereby approved and adopted by the Commissioners of Cambridge, and the same shall be charged for the services indicated:

## City Wide Fees

### LICENSES

<b>Bed &amp; Breakfast</b>		\$ 150.00	May - April
<b>Carnival Events</b>		\$ 150.00	Per event
<b>Discharge Permits</b>		\$ 1,000.00	Bi-Annual
<b>Mobile Home Park</b>		\$ 10,000.00	Commencement
		\$ 100.00	Yearly Renewal
<b>Palmistry</b>		\$ 1,000.00	Per Year
<b>Oyster Buyers @Long Wharf</b>		\$ 100.00	Per month (8mth Lic.)
	Electric Charge	\$ 42.00	Per month (8mth Lic.)
<b>Peddler's or Mobile Food Establishments</b>		\$ 50.00	1-day license
<b>*50% Discount for those that pay a state Peddler's Fee equal to or greater than our fee**; Fee waived for non-profits or charitable organizations</b>		\$ 125.00	6-month license
		\$ 200.00	1-year license
<b>Rental Registration</b>		\$ 58.00	Per unit
<b>Salvage</b>		\$ 250.00	Per year
<b>Septic Haulers</b>		\$ 500.00	Per year
<b>Septic Sludge</b> *pro-rated per 1,000-gallon tank		\$ 50.00	Dorchester County
		\$ 60.00	Outside Dorchester County
<b>Transient(s) Business</b>		\$ 1,000.00	Per month or fraction thereof
<b>Taxi Cab Business</b>	1 <sup>st</sup> Vehicle	\$ 100.00	Per Year
	Ea. Additional Vehicle	\$ 50.00	Per Year
	Taxi Operator's License	\$ 25.00	Per Year

### ADMINISTRATIVE

<b>Digital Recordings</b>		\$ 10.00	Each
<b>Paper &amp;/or Electronic copies (up to 14")</b>	Black & White	\$ 0.25	Per sheet
	Color	\$ 0.50	Per sheet
<b>Sworn Officer Services</b>		\$ 45.00	Per hour
	Insurance Company	\$ 5.00	1st Sheet
<b>Official Police Reports</b>		\$ 2.00	ea. Additional Sheet
	Private citizens	\$ 3.00	1st Sheet
		\$ 1.00	ea. Additional Sheet

Sworn Officer Services for Dorchester Public Schools are charged based on actual officer costs per hour

# Public Works Specific Fees

Home Builders Guaranty Fund (Residential)		\$	50.00	
Impact Fees (Per Unit or EDU)		Suspended through June 30, 2020 for units within the city limits; In force for units outside the city limits; \$1,500 for water and \$2,800 for sewer		
Repairs, grass cutting, other services			Hourly rate + \$150 administrative fee	
Tenant clean out			Cost of labor and tipping fees	
<b>PERMITS</b>				
Building	Minimum	\$	50.00	Calculated per Permit Fee Schedule *
Decks	Minimum	\$	80.00	Calculation Group U Type VB *
Sheds	Minimum	\$	50.00	Calculation Group U Type VB *
Roofing &/or Siding	Residential	\$	50.00	
	Commercial	\$	50.00	then \$1.00 per Sq. Ft.
Demolition		\$	75.00	
Backflow Prevention		\$	50.00	
Electrical		\$	15.00	Inspection Cost via M.D.I.A.
Swimming Pools	(in-ground) Minimum	\$	125.00	\$1.40 per sq. ft.
	(above ground) Minimum	\$	40.00	\$1.20 per sq. ft.
Commercial Renovations	Interior Walls	\$	60.00	then \$2.00 per lineal ft.
Signage:	15 sq. ft. or less	\$	50.00	Per sq. ft.
	>15 sq. ft. but < 30 sq. ft.	\$	75.00	Per sq. ft.
	30 sq. ft. & over	\$	100.00	Per sq. ft.
Bulkhead	Minimum	\$	60.00	then \$1.00 per lineal ft.
Fences	Minimum (Less than 100 lineal ft.)	\$	50.00	then \$0.50 per lineal ft.
<b>PIPING</b>				
Under Slab, Rough-In & Final Inspection (Waste & Water)	Up to 5 fixtures	\$	100.00	then \$15 each additional

\*\*\* (A square ft. is defined as gross floor area of all floors within the perimeter of the outside walls including: basements, cellars, garages, roofed partitions, breezeways, covered walkways and attics with floor to ceiling of 6'6".)

\* Permit Fee Schedule is available at the public works office

**PLUMBING**

Up to 5 Fixtures		\$	50.00	then	\$15 each additional fixture
Modular/Manufactured Homes			60.00		
Sewer Connection			50.00		
Sewer Tap			800.00		
Water Connection			50.00		
Gas Connection			50.00		
Interceptor/Separator			50.00		
Fire Service Pipe			50.00		
Sewage Pumps(exterior)			50.00		
Apartment Units	1st Unit	\$	800.00	then	\$60. each additional unit

**HVAC (MECHANICAL)**

Residential	New or Replacement	\$	75.00		Per unit
Non-Residential	Kitchen Exhaust Equipment		75.00		Per hood unit
	Gas Piping Systems		100.00		
	Fuel Oil Piping Systems		80.00		
\$10,000	HVAC System(s) to	\$	75.00	then	Add \$10 per \$1,000 over 10k

**Solar Power System(s)**

Residential		\$	50.00		
Commercial	Minimum	\$	50.00		
	Roof Mounted		Minimum		+ \$.11 per sq. ft. outside Boundary
	Ground Mounted		Minimum		+ \$.01 per sq. ft. outside Boundary

**Failed Building Inspections**      1st Failure      \$      100.00      then      \$200.00 ea. additional

**City Code Violations**      1<sup>st</sup> Offense      \$      500.00      per      Citation  
 (City Code 4-12A)      2<sup>nd</sup> & Habitual Offender      \$      1,000.00

**Registrations**

HVAC (Mechanical)	Single Registration	\$	30.00	2 or more	\$25 each
Plumbers			30.00		
Electrician		\$	30.00		

**Pods/Temporary Storage Trailers**

Single Family Residential	1st Month	\$	25.00	then	\$20 per month (\$125 Max)
Commercial		\$	50.00		Flat per month (\$300 Max)

\*\*\*\*6-month Maximum\*\*\*\*

**\*\*If not removed at the end of the approved permit expiration date, normal fine schedule of \$100 per day then escalation to \$1,000 per day may be imposed.**

<b>Street Opening Permit</b>	<b>Asphalt / Millings</b>	<b>\$</b>	<b>2.00</b>	<b>plus</b>	<b>\$7.70 per sq. ft.</b>
	<b>Brick Street</b>			<b>plus</b>	<b>\$35 per sq. ft.</b>
<b>Grading Permit</b>		<b>\$</b>	<b>200.00</b>	<b>plus</b>	<b>\$200 per sheet**</b>
<b>Annexation of Property Application</b>		<b>\$</b>	<b>5,000.00</b>		
<b>Amendment of Zoning Text</b>		<b>\$</b>	<b>200.00</b>		
<b>Major Subdivision Review</b>		<b>\$</b>	<b>500.00</b>	<b>plus</b>	<b>\$50 per lot/unit*</b>
<b>Minor Subdivision Review</b>		<b>\$</b>	<b>200.00</b>		
<b>Lot Line Revision</b>		<b>\$</b>	<b>200.00</b>		
<b>Property Rezone Application</b>		<b>\$</b>	<b>750.00*</b>		
<b>Site Plan Review(s):</b>	<b>Less than 10,000 sq. ft.</b>	<b>\$</b>	<b>1,000.00</b>		
<b>Original Submittal &amp; one review)</b>	<b>Over 10,000 sq. ft.</b>	<b>\$</b>	<b>2,000.00</b>		
<b>Variance and Special Exception Application</b>		<b>\$</b>	<b>200.00*</b>		
<b>APPEALS</b>					
<b>Housing Board of Review</b>		<b>\$</b>	<b>200.00*</b>		
<b>Board of Appeals</b>					
<b>Family Daycare Application</b>		<b>\$</b>	<b>50.00</b>		
<b>Historic District Review</b>	<b>Residential Structures</b>	<b>\$</b>	<b>50.00</b>		
<b>Application</b>	<b>Commercial Structures</b>	<b>\$</b>	<b>100.00</b>		
<b>Forest Conservation Plan Review</b>		<b>\$</b>	<b>200.00</b>		

*\* Fee includes cost for advertising*

*\*\*Fee includes cost of engineering plan review, storm-water management review, preparation of Public Works Agreement and site inspections.*

# Marina Fees

## Annual Leasing Information

- Slips are billed for the period of January 1st through December 31st of each calendar year.
- Contractual agreements have two options to secure a slip for one full year, at the Marina; Pre-payment in full by invoice due date or two equal installments. The first six (6) month payment is due by January 31st. The second six (6) month payment is due by May 31st of each year.
- Any slip holder who resides in the City limits and their Cambridge home is their primary residence can receive a 10% discount on slip rental only.
- Any slip holder who resides in Dorchester County and provides a copy of their Tidewater Fishing License (TFL) can receive a 20% discount from slip rental only. A City resident that also has a TFL can only receive the higher of the two, which would be 20%.
- Fees do not include electric. Each slip has its own meter and will be billed on a quarterly basis at the prevailing rate. Slip holders have the right to place a lock on their meter; however, it is the slip holder's responsibility to provide the lock.
- Long-Term Lease Agreement (2-3 years) – a 5% discount for a two (2) year lease and a 7.5% discount for a three (3) year lease with the non-refundable slip fees being paid up-front to qualify for the discounted rate.

## Annual Rates Table

Slip Size		Fees
35 FT.	Thirty-Five Foot	\$ 1,224
40 FT.	Forty Foot	1,938
50-FT.	Fifty Foot	2,550
60-FT.	Sixty Foot	\$ 3,366

## Payment Plans & Late Fees:

- a. **Prepayment in full:** Slip holders electing to pay their annual slip rental fee in full must make their total payment on or before January 31st. If the slip rental fee is not paid by January 31st, a 5% penalty will be charged to the slip holder, which penalty and the annual slip lease fee shall be due by February 28th. If said payment is not made by February 28<sup>th</sup>, an additional 5% penalty will be charged to the slip holder, which penalties and the annual lease fee shall be due by March 31st. The failure of the slip holder to make full payment of penalties and the annual lease fee by March 31<sup>st</sup> shall result in the immediate forfeiture of any rights which may have been granted by a lease of the slip, and an immediate forfeiture and relinquishment of the individual (slip holder) to retain the use of the slip, and shall permit the City to arrange for the removal of the boat from the slip. If the owner does not remove the boat within the time required by the City, the boat shall be removed and the owners shall be solely responsible for all costs associated with the removal of the boat and all storage fees.

- b. **Payment in Two Installments:** Slip holders electing to pay their annual slip rental fees in two equal installments must make their first installment payment on or before January 31st and the second installment payment on or before May 31st. If the first installment payment is not paid by January 31st, the option for two (2) installment payments is forfeited by the slip holder and the slip holder shall be required to pay the annual slip lease fee in full, together with a 5% penalty by February 28th. If said payment is not made by February 28th, an additional 5% penalty will be charged to the slip holder, which penalties and the annual lease fee shall be due by March 31st. The failure of the slip holder to make full payment of penalties and the annual lease fee by March 31st shall constitute an immediate forfeiture of any and all rights which may have been granted by a lease of the slip, and an immediate forfeiture and relinquishment of the individual's (slip holder) right and privilege to retain the use of the slip, and shall permit the City to arrange for the immediate removal of the boat from the slip. If the owner does not remove the boat within the time required by the City, the boat shall be removed and the owner shall be solely responsible for all costs associated with the removal of the boat and for all storage fees
- c. **Penalties & Late Fees:** If the first installment payment is timely made by January 31st, then the second installment payment shall be paid on or before May 31st. If the second installment payment is not paid by May 31st, the slip holder shall be required to pay the second installment in full, together with a 5% penalty (5% of the balance due) by June 30th. If the penalty and installment payment is not made by June 30th, an additional 5% penalty will be charged to the slip holder, which penalties and the entire balance due shall be due by July 31st. The failure of the slip holder to make full payment of penalties and the annual lease fee by July 31st shall constitute an immediate forfeiture of any and all rights which may have been granted by a lease of the slip, and an immediate forfeiture and relinquishment of the individual's (slip holder) right and privilege to retain the use of the slip, and shall permit the City to arrange for the immediate removal of the boat from the slip. If the owner does not remove the boat within the time required by the City, the boat shall be removed and the owner shall be solely responsible for all costs associated with the removal of the boat and for all storage fees.

#### Transient Rates

Daily	\$		1.50 per ft. per day		
Weekly	\$		6.00 per ft.	plus	\$25 for 30 Amp or \$50 for 50 Amp Electric Service
		\$			
		35-FT	205		
Monthly		40-FT	325	plus	\$25 for 30 Amp or \$50 for 50 Amp Electric Service
		50-FT	425		
		60-FT	\$ 560		
Cruise Ships	\$		2.00 per ft. per day		
Licensed Waterman					
(TFL is Required) SCHEDULE F IS BELOW					
(A-Pier)	\$		50 Per Month	OR	\$ 600 Per Year
					\$
B THRU H Piers	\$		100 Per Month	OR	1,200 Per Year

If located in Waterman's Row (A-Pier) OR one sixth (1/6<sup>th</sup>) of Annual lease fee minus a twenty percent (20%) discount.

Electric is billed on a quarterly basis at the prevailing rate

# Municipal Utilities Commission Fees

## General Information

The Municipal Utilities Commission rate tariff shall apply to all accounts within the corporate limits of the City of Cambridge, regardless of whether the account is residential, commercial, industrial or municipal. Accounts outside of the corporate limits are charged 200% of the within City rates and charges. All accounts shall be billed monthly, using monthly meter readings.

The following regulations are for all meter sizes servicing more than one (1) residential living unit:

- Any meter size servicing more than one (1) residential living unit, whether apartment, townhouse, etc., will have a minimum monthly bill of whatever the current minimum single-family home times the number of units serviced, or actual consumption based on current rates, whichever is greater.
- If a meter is servicing residential units and commercial operation, the commercial operation will be considered one (1) unit.

## Minimum Charge per Month by Meter Size

Meter Size	Amount
5/8" Meter	\$8.69
3/4" Meter	\$8.83
1" Meter	\$15.50
1 1/2" Meter	\$33.21
2" Meter	\$55.35
3" Meter	\$119.56
4" Meter	\$243.57
6" Meter	\$553.56
8" Meter	\$996.42

## Minimum Charge per Month by Quantity

Quantity	Amount per 1,000 gallons
For the first 13,000 gallons	2.10
For the next 17,000 gallons	2.00
For the next 70,000 gallons	1.82
For the next 200,000 gallons	1.72
For the next 2,700,000 gallons	1.49
For all over 3,000,000 gallons	0.86

(Manufacturing only)



## Fire Line Service

Meter Size	Annual Amount
Less than 2 inches	\$40.00
2 inches	\$80.00
4 inches	\$120.00
6 inches	\$120.00
8 inches	\$180.00
10 inches	\$240.00

## Connection/Disconnection Charges

Charge	Amount
Disconnection for permanent cessation of services	No charge
Activation after disconnection for delinquency	\$50.00
Disconnection after normal business hours	\$100.00
Connection/Disconnection for customer's convenience	\$15.00
Activation charges for NEW customers and reactivation of prior services	\$50.00
Charge per credit card transaction: MUC Office <u>only</u> (not City)	\$1.00

## Sewer Fees & Charges

Within Corporate Limits	290% of Water Consumption
Outside Corporate Limits	290% of Water Consumption

## Miscellaneous Fees

Hydrant rental	In City Limits: \$75 per year	Outside City Limits: 100% Surcharge
Repairs		Cost plus 30%

## Disposal Fees and Charges

Residential	\$	14.25	Per Unit / Per Month
*Commercial	\$	42.75	Per Month
* Public Works Approval required			

## Fire Hazard Materials Response Fees and Charges

Response	Amount
Less than 5 gal WITH exposure	\$250.00
5 to 20 gallons WITH OR WITHOUT exposure	\$500.00
20 to 50 gallons WITHOUT exposure	\$500.00
20 to 50 gallons WITH exposure	\$1500.00
All situation using >\$2,000 equipment and material up to 4 hours	\$100 hour > 4 hour



*City of Cambridge*  
*P.O. Box 255*  
*Cambridge, Maryland 21613*

EXECUTIVE DEPARTMENT

TELEPHONE (410) 228-4020  
MD RELAY (V/TTY) 711 OR 1-800-735-2258

**BE IT FURTHER RESOLVED BY THE COMMISSIONERS OF CAMBRIDGE**  
that pursuant to Section 14-10 (b) of the Code of Laws of the City of Cambridge, the  
sewer service charge shall be Two Hundred Ninety Percent (290%) of the water charge;

**AND BE IT FURTHER RESOLVED**, that the effective date of this Resolution shall be  
JULY 1, 2019.

ATTEST:

THE COMMISSIONERS OF CAMBRIDGE

\_\_\_\_\_  
Patrick C. Comiskey  
City Manager

BY: \_\_\_\_\_  
Victoria Jackson-Stanley  
Mayor

Introduced on the 28<sup>th</sup> day of May, 2019  
Adopted the 28<sup>th</sup> day of May, 2019