

Amended by the Town Council 1/13/2025

Revised Effective 1/13/2025

Fees set by the Town are listed below. Additional fees e.g. State fees may apply.

	Amount	Effective Dates
Tax Office		
Proof of Insurance Fax Fee	\$2.00	
Finance		
Returned Check Fee	\$25.00	
Town Clerk's Office		
Non-Certified Copy of a Vital Record (Birth, Death, Marriage)	\$5.00	
Special Amusement Permit	\$10.00	
DBA Form (Sole Proprietor or Partnership)	\$10.00	
General Fees		
Notary Public or Dedimus Justice Services Per signature. Town Residents Only. No charge for first use per year.	\$5.00	
Photocopies - Per copy	\$0.25	
Town Map	\$1.00	
Cassette & Video Tapes Copied	\$17.00 per hour plus tape	
Food Truck Special Use Permit (19-7-14)	50 per application/per calendar year	
ACP		
Building Permits		
Estimated Cost of Improvement \$0 - \$2,500 Min.	\$25.00	
Exceeding \$2500	1.2% of Total Value of Project (\$12.00 per thousand)	Effective 7/1/2023
For ADU's Exceeding \$2500	0.6% of Total Value of Project (\$6.00 per thousand)	Effective 3/11/2024 until 5/1/2025
Building Permit Late Fee	Double Fee	
Change of Use, Dwellings, Business or Premises	\$50.00	
Moving or Demolition of Sheds & Garages	\$50.00	
Moving Dwellings	\$500.00	
Demolition of Dwellings	\$50.00	
Elevators & Towers Minimum	\$25.00	
(Per additional \$1,000)	\$7.00	
Sign Permit	\$25.00 per sign	
(For signs projecting over public walks or streets to be issued only to bonded sign hangers)	\$25.00	
Flood Hazard Development Permit	\$150.00	

	Amount	Effective Dates		
Tanks, pumps for flammable storage	\$50.00			
Temporary stands, booths, for sale of merchandise or other business	\$25.00			
Ventilation, Sprinklers or Auto. Fire Detection	\$25.00			
Short Term Rental Fee	\$500.00 December 31 - January 31			
	\$1,000.00 All other times			
Electrical Wiring Permits				
1-10 Light, Receptacle & Switch Outlets	\$25.00			
11-24 Light, Receptacle & Switch Outlets	\$50.00			
Over 25, Receptacle/Switch outlet	\$100.00			
Service/Alterations New, Addition, Alteration				
100, 200, 3-phase (each)	\$50.00			
Each Additional Meter, Sub-Panel	\$50.00			
Over 400 amps (Each 200 amps or fraction)	\$5.00			
New Individual Circuits for Range, Heater, Hot Water Heater, Washing Machine, Dishwasher, Dryer, Disposal and Water Space Heater	\$15.00 each			
Signs & Outside Wiring	\$25.00			
Heating - Minimum Fee	\$50.00			
Heating -Secondary Unit	\$50.00			
Refrigeration, Air Conditioning	\$50.00			
Health Permits				
Under 5000 sq. ft.	\$50.00			
Over 5000 sq. ft.	\$100.00			
Planning Board Fees				
Open Space Impact Fee	\$6729 per lot/unit			
(See Sec. 16-3-1 (q) 14,767 sq. ft. per lot/unit				
Subdivision Application Per Lot/Unit	\$200.00			
Private Access Waiver Application	\$300.00			
Amendments to Adopted Plans or Conditions	\$300.00			
Wetlands Alteration Permit Application	\$300.00			
Site Plan Review	\$400.00			
Removal of Earth Materials Permit Application	\$300.00			
Escrow Review Fee				
Stormwater Impact Fee	Same as fee for Trout Brook Watershed Fee			
Service Fees				
8 1/2" x 11" Valuation Book	\$125.00			
Individual Pages (per name)	\$0.10			
Mailing Labels (each)	\$0.10			
Labels for All Owners (Resident)	\$40.00			
Labels for All Owners (Non-resident)	\$50.00			
Zoning Ordinance	\$25.00			
Subdivision Ordinance	\$20.00			
Sign Ordinance	\$5.00			

	Amount	Effective Dates		
Comprehensive Plan	\$40.00			
Fort Williams Master Plan	\$40.00			
Greenbelt Plan	\$20.00			
Greenbelt Sign	\$3.00			
Town Center Plan	\$15.00			
Visual Access Report	\$10.00			
Zoning Board of Appeals				
Application Fee	150.00			
Zoning Ordinance Change (map or text)	100.00			
Police Department				
Private Details	\$85.00 per hour			
School Events	\$65.00 per hour			
Cruiser Fee (Waived for School Events)	\$15.00 per hour			
Accident Report (Copies)	\$10.00			
Complaint Report (Copies)	\$10.00			
Photographs (Copies)	\$15.00			
Crescent Beach Boat Launching Access Fee				
Resident Seasonal Pass	\$25.00			
Non-Resident Commercial Fishing -No Mooring	\$60.00			
Free Pass is Issued with Mooring Permit				
Daily Pass	\$5.00			
Parade or Race Permit	\$100.00			
Parade or Race Permit to Benefit Charity	\$25.00			
Police Department Fines				
Overnight Parking Ticket (1:00 a.m.- 5:00 a.m.)	\$15.00			
Parking in No Parking Area - Blocking Driveway	\$25.00			
Parking in Hazardous Areas (hydrant or crosswalk)	\$30.00			
Snow Removal or Plowing Area	\$30.00			
Handicapped Zone Without Plate	\$100.00			
No Parking - Tow Zone (plus cost of towing)	\$30.00			
Other Parking Offenses	\$25.00			
Dog/Cat Impoundment 1st Offense	\$10.00			
2nd Offense (same animal)	\$25.00			
Each Repeated Offense Thereafter	\$50.00			
Mooring Permit				
Resident Annual	\$50.00			
Non-Resident Annual	\$200.00			
Fire Department				
Special Event Coverage	\$65.00 per hour			
Blasting Permit	\$25.00			
False Alarm Fine (After third alarm)	\$100.00			

	Amount	Effective Dates		
False Alarm Fine In first instance				
Rescue Fees				
BLS Transport (per run)	\$700.00			
ALS Transport (per run)	\$1,000.00			
ALS 2 Transport (per run)	\$1,200.00			
Mileage Per Loaded Mile	\$18.00			
Public Works Department				
Public Works Private Hire Per Hour	\$50.00 per hour			
Refuse Disposal Permits				
Residential Permit	No Charge			
Commercial Hauler Permit-CE Based	\$125 per year			
Commercial Hauler-Not CE Based	\$200 per year			
Household Rubbish from Residents	No Charge			
Brush & Limbs:				
Autos	No Charge			
Minivans/SUV's	\$10.00/load			
Pickups, Vans & Single Axle Trailers	\$15.00/load			
Double Axle Trailers	\$20.00/load			
Non CDL Req. Dumps and/or Rack Trucks	\$30.00/load			
Amount in Excess of Normal Capacity	\$10.00/load extra			
Leaf & Yard Waste (Contractors Only):				
Leaf & Yard Waste Sur. - CE Based	\$250.00/year			
Leaf & Yard Waste Sur. - Non Res.	\$300.00/year			
Woodwaste, Lumber & Demolition Waste				
Autos	\$5.00/load			
Minivans/SUV's	\$10.00/load			
Pickups, Vans & Single Axle Trailers	\$20.00/load			
Double Axle Trailers	\$25.00/load			
Non CDL Req. Dumps and/or Rack Trucks	\$35.00/load			
Amount in Excess of Normal Capacity	\$10.00/load extra			
Asphalt Shingles, Roofing & Gypsum Board				
Autos	\$10.00/load			
Minivans/SUV's	\$15.00/load			
Pickups, Vans & Single Axle Trailers	\$40.00/load			
Double Axle Trailers, Non CDL				
Req. Dump and/or Rack Vehicles	\$80.00/load			
Amount in Excess of Normal Capacity	\$10.00/load extra			
Concrete, Bricks & Masonry:				
Autos	No Charge			
Minivans/SUV's	\$5.00/load			
Pickups, Vans & Single Axle Trailers	\$10.00/load			
Double Axle Trailers	\$20.00/load			
Non CDL Req. Dump and/or Rack Trucks	\$20.00/load			

	Amount	Effective Dates		
Amount in Excess of Normal Capacity	\$10.00/load extra			
White Goods:				
Items With Freon - A/C Units & Dehumid.	\$20.00/item			
Refrigerators & Freezers	\$20.00/item			
Washers, Dryers, Stoves,	\$10.00/item			
Hot Water Tanks, Furnaces &	\$10.00/item			
Dish Washers	\$10.00/item			
Universal Wastes				
Console Televisions	\$15.00/each			
Non-Console Televisions	\$5.00/each			
Computer Monitors (All Sizes)	\$5.00/item			
CPU's and Laptops	\$5.00/item			
Desktop Office Equipment	\$5.00/item			
Florescent Light Tubes	\$1.00 per foot			
U-Shaped CFLS	\$1.00 each			
Furniture:				
Mattresses, Futons & Box Springs	\$10.00/item			
Sofas, Love Seats & Large Chairs	\$15.00/item			
Sleep Sofas	\$20.00/item			
Carpeting	\$15.00/per roll			
Propane Tanks - 20# Cyl.	\$5.00/per tank			
Propane Tanks - >20 Lb. Cyl.	\$10.00/per tank			
Batteries (Auto or Marine)	\$5.00/per battery			
Tires:				
Auto, Truck, Van up to 16"	\$5.00/each			
Truck, 17" or larger	\$10.00/each			
Street Opening Charges				
Street Opening Permit Fee	\$100.00			
Driveway Entrance Permit Fee	\$75.00			
Bituminous Concrete Surface (sq. yd.)	\$110.00 **			
Milling of Bituminous Concrete Surface (10 sq. yd. min.)	\$70.00 **			
Bituminous Treated Surface or Shoulder (sq. yd.)	\$60.00 **			
Portland Cement Sidewalk or Driveway (sq. yd.)	\$130.00 **			
Bituminous Concrete Sidewalk or Driveway (sq. yd.)	\$110.00 **			
Bituminous Concrete Curbing (L.F.)	\$40.00 **			
Granite Curbing, Removal or Realignment (L.F.)	\$70.00 **			
Note: A minimum of 3 square yard fee will be charged for all street and sidewalk openings				
<i>**This fee is only applied when a contractor is negligent in restoring their excavated area.</i>				
Riverside Memorial Cemetery Fees				
Revised Eff. 1/13/2025				
Purchase of a Full Size Lot	\$1,000.00			
Purchase of a Cremation Lot	\$600.00			
Regular Interment	\$1,000.00			
Regular Interment- Friday, Saturday and Holidays	\$1,500.00			

	Amount	Effective Dates		
Cremaains Interment	\$800.00			
Cremaains Interment -Friday, Saturday and Holidays	\$1,200.00			
Disinternment				
Full Size Within Cemetery	\$2,000.00			
Full Size to Another Cemetery	\$1,000.00			
Cremaains Within Cemetery	\$1,000.00			
Cremaains to Another Cemetery	\$600.00			
Placement of Foundation	\$1.50 per square inch			
Sewer Fees				
Sewer User Minimum Monthly Fee - 1st 100 c.f.	\$54.09	Effective 7/1/2024		
Incremental Fee per 100 cubic feet	\$6.21	Effective 7/1/2024		
Connection Fee Per Unit Served	\$4,000.00			
Connection Fee for Affordable Housing Units	\$1,000.00	Effective 12/11/2001		
Sewer Appeal Fee	\$200.00			
Thomas Memorial Library				
Lost Materials	Cost to Replace			
Photocopies/Printing from Public Computers	\$0.15 cents per copy			
Duplex	\$0.25			
Reference Materials - 1st 10 copies no charge -addtl	\$0.05			
Non-Resident Borrower Fee (annual fee)	\$65.00			
Replacement of Library Card	\$1.00			
Spurwink Church Fees				
Spurwink Church Security Deposit (each rental)	\$50.00			
Spurwink Church Rental Fee - Resident	\$250.00			
Spurwink Church Rental Fee - Non-Resident	\$350.00			
Church Showing	\$40.00			

	Amount	Effective Dates		
Fort Williams Park Fees				
Rental Locations				
<i>Rev. Eff. 1/1/2025</i>	Picnic Shelter	Ship Cove	Band Stand	Stone Gazebo
Cape Elizabeth Residents				
Full Day (Non Business)	\$250.00	\$150.00	\$30.00/hr	\$30.00/hr
Half Day (Non Business) (AM or PM)	\$150.00	\$90.00		
Half Day (Non Business) - PM After Labor Day	\$125.00	\$75.00		
Non Residents or 501c3				
Full Day (Non Business)	\$500.00	\$300.00	\$50.00/hr	\$50.00/hr
Half Day (Non Business) (AM or PM)	\$300.00	\$200.00		
Half Day (Non Business) - PM After Labor Day	\$250.00	\$150.00		
Businesses & Groups (For Profit)				
Full Day	\$700.00	\$400.00	\$75.00/hr	\$75.00/hr
Half Day (AM or PM)	\$400.00	\$250.00		
Half Day - PM After Labor Day	\$300.00	\$200.00		
Security Deposit for Rental Bookings	\$100.00	\$100.00	\$75.00	\$75.00
Half Day Rentals - AM reservations start at sunrise with departure no later than 1:30 p.m.				
PM reservations start at 3:00 p.m. with departure no later than sunset.*				
*PM reservations after Labor Day will be at a reduced rate due to the earlier sunset.				
Area Fee (Added to Group Use Fees) for use of Battery Knoll, The Meadow, The Green, Parade Grounds, etc.				
<i>Rev. Eff. 1/1/2025</i>				
Full Day	\$1,000.00			
Half Day	\$700.00			
Security Deposit for All Area Fees	\$350.00			
Surcharge for Group Uses approved to serve alcohol	\$750.00			
Group Use Fees				
<i>Rev. Eff. 1/1/2025</i>				
Events that are people intensive	\$6/person			
Events that are vehicle intensive	\$12/person			
Location Fee (Photography and Filming)				
		ME HQ'd	Non-ME HQ	
<i>Rev. Eff. 1/1/2025</i>				
Single event, Single site, 2hr max - Still Photography	\$350.00	\$700.00		

	Amount	Effective Dates		
Per Day - Still Photography	\$1,050.00	\$2,100.00		
Per Day - Motion Photography including Drones	\$1,400.00	\$2,800.00		
For any filming activity that has a significant impact on the public's enjoyment of the Park, a special fee must be negotiated with the Town Manager or his/her designee.				
Wedding & Partnership Ceremonies				
<i>Rev. Eff. 1/1/2025</i>				
Single Event	\$400.00			
If the Picnic Shelter is reserved in conjunction with a ceremony, there will be no ceremony fee.				
<i>Site Fees should be revisited by or before the 2028 Season, and every three years.</i>				
Pay and Display Fees				
<i>Rev. Eff. 1/1/2025</i>				
Pay and Display Fees Charged Year-Round				
2-hour minimum	\$6.00			
Per hour rate after the 2-hour minimum	\$2.00			
Season Pass	\$25.00			
Commercial Passenger Vehicle Fees				
<i>2023-2025 Eff. 12/13/2021</i>				
<i>2026-2028 Eff. 1/1/2025</i>				
Seating Capacity (not passengers)				
14 Seats or less				
15 - 20 Seats				
21 - 30 Seats				
31 Seats or More				
1 - 74 visits in a season				
75+ visits in a season				
	2025	2025		
Vans & Limos* Single Visit	Single Visit \$35.00	Season \$4,000		
Minibuses*	Single Visit \$65.00	Season \$7,500		
Trolleys	Single Visit \$95.00	Season \$11,350		
Motor Coaches** >30 Seats	Per Trip \$230.00	Volume Discount \$195.00		
	2026	2026		
Vans & Limos* Single Visit	Single Visit \$35.00	Season \$4,150		
Minibuses*	Single Visit \$70.00	Season \$8,000		
Trolleys	Single Visit \$100.00	Season \$12,000		
Motor Coaches** >30 Seats	Per Trip \$240.00	Volume Discount \$205.00		
	2027	2027		
Vans & Limos* Single Visit	Single Visit \$36.00	Season \$4,350		
Minibuses*	Single Visit \$70.00	Season \$8,300		
Trolleys	Single Visit \$110.00	Season \$12,500		

	Amount	Effective Dates		
Motor Coaches** >30 Seats	Per Trip \$250.00	Volume Discount \$215.00		
	2028	2028		
Vans & Limos* Single Visit	Single Visit \$40.00	Season \$4,500		
Minibuses*	Single Visit \$75.00	Season \$8,650		
Trolleys	Single Visit \$110.00	Season \$13,000		
Motor Coaches** >30 Seats	Per Trip \$260.00	Volume Discount \$220.00		
*Maine residential facility vans & minibuses are exempt from fees.				
**Motor Coach Volume Discount triggers at 75 visits for any operator (and is represented under season pass pricing for each years). No Season Pass option.				