

**VILLAGE OF BAYSIDE  
MUNICIPAL CODE AND ADMINISTRATIVE FEE SCHEDULE**

**RESOLUTION # 17-01**

	<b>Minimum Fees</b>
<b>ARCHITECTURAL REVIEW COMMITTEE APPLICATION</b>	\$60
<b>RESIDENTIAL BUILDING PERMITS (INCLUDES ADMIN FEE)</b>	
▪ ACCESSORY STRUCTURES (INCLUDES SHEDS AND DECKS), (REQUIRES ARC APPROVAL)	\$119
▪ ADDITIONS (REQUIRES ARC APPROVAL)	\$140
▪ ELECTRICAL PERMIT	\$56
▪ FOUNDATION REPAIR	\$119
▪ HVAC PERMIT	\$56
▪ PLUMBING PERMIT	\$56
▪ NEW STRUCTURE	\$140
▪ REMODELING (INCLUDES REROOFING AND FOUNDATION REPAIR)	\$119
▪ REPLACEMENT & MISC ITEMS: ELECTRICAL, PLUMBING, AND HVAC	\$56
<b>COMMERCIAL BUILDING PERMITS (INCLUDES ADMIN FEE)</b>	
▪ ELECTRICAL PERMIT	\$70
▪ HVAC PERMIT	\$70
▪ NEW STRUCTURES, ADDITIONS	\$140
▪ REPLACEMENT & MISC ITEMS: ELECTRICAL, PLUMBING, AND HVAC	\$70

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	Minimum Fees
<b>BUILDING</b>	
▪ ADMINISTRATIVE FEE (BUILDING, ELECTRICAL, PLUMBING, HVAC, AND TANK PERMITS, CERTIFICATE OF COMPLIANCE)	40% of permit fee
▪ ANNUAL VACANT PREMISES REGISTRATION FEE	\$250
▪ ANNUAL VACANT PREMISES FEE	\$500
▪ BUILDING PERMIT REFUND	Amount over fee
▪ BUILDING AND MECHANICAL CODE	Based on inspection
▪ CERTIFICATE OF COMPLIANCE	
○ BASIC PACKAGE – INITIAL INSPECTION	\$100
○ TWO-FOR PACKAGE – INITIAL INSPECTION AND ONE FOLLOW-UP INSPECTION	\$140
○ ALL-INCLUSIVE PACKAGE – INITIAL INSPECTION, FOLLOW-UP INSPECTION, AND TWO FOLLOW-UP INSPECTIONS	\$175
▪ CERTIFICATE OF COMPLIANCE RE-INSPECTION FEE	\$75 per inspection after two inspections
▪ CUTTING OF GRASS	\$80/first hour, \$23/15 minutes thereafter
▪ EARLY START PERMIT FOR FOOTINGS AND FOUNDATION	\$135
▪ EROSION CONTROL, ADDITIONS	\$100
▪ EROSION CONTROL, COMMERCIAL	\$200 for first acre
EROSION CONTROL, NEW CONSTRUCTION	\$100 per acre thereafter
EROSION CONTROL, RESIDENTIAL	\$125
▪ EROSION CONTROL PERMIT	Based on cost - \$200 + reimbursement
▪ FAILURE TO CALL FOR INSPECTION	\$40
▪ FENCES	\$60
▪ OCCUPANCY PERMIT, RESIDENTIAL	\$40 per dwelling
▪ OCCUPANCY, TEMPORARY OCCUPANCY COMMERCIAL	\$85/30 days
▪ PERMIT RENEWAL	50% of permit fee - not less than minimum fee
▪ RAZING, COMMERCIAL	\$1000
▪ RAZING, RESIDENTIAL	\$500
RE-INSPECTION FEE	.05 per sq. ft. for all areas
▪ RE-INSPECTION FEE	\$40
▪ RELEASE AND INDEMNIFICATION WAIVER	\$500
▪ SPECIAL OCCUPANCIES: OUTDOOR POOLS, TOWERS, TENTS	\$100
▪ STATE SEAL	\$35
▪ SWIMMING POOLS	\$110
▪ TEMPORARY CERTIFICATE	\$40
▪ TEMPORARY OCCUPANCY	\$85/30 days
▪ TRANSFER OF SOLID FILL	\$250 plus: \$15 per Single Axle Truck - \$30 per Multi Axle Truck
▪ WORK WITHOUT PERMIT	Double Normal Fees

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<b>ADMINISTRATION</b>	<b>Minimum Fees</b>
▪ COPIES - STANDARD SHEET OF PAPER, BLACK & WHITE	\$0.50/page
▪ COPIES – STANDARD SHEET OF PAPER, COLOR	\$1/page
▪ COPIES – STANDARD SHEET OF PAPER, OVER 25 PAGES	\$1/page
▪ DELINQUENT INVOICE PENALTY CHARGE	1.5%/month
▪ ELECTRONIC TAX ROLL	\$50
▪ DUBBING AN AUDIO TAPE/CD	\$35
▪ NON-SUFFICIENT CHECKS	\$50
▪ NOTARIZING DOCUMENTS	\$0.50
▪ LEGAL PUBLICATION	\$35.00
▪ MUNICIPAL COURT MOTION FEE	Not less than \$5, no more than \$200
▪ STOP PAYMENT OF CHECK	\$50
▪ TAX ROLL – ALPHA OR STREET	\$25 + \$0.25/page
▪ VOTED POLL LIST	\$25 + \$5/1,000 voters + \$0.25/page
▪ VOTER - ABSENTEE LISTING	\$50 + \$5/1,000 voters + \$0.25/page
▪ VOTER REGISTRATION LIST – ALPHA AND STREET	\$25 + \$5/1,000 voters
<b>ALCOHOLIC BEVERAGES</b>	
▪ CLASS "A" FERMENTED	\$100
▪ CLASS "B" FERMENTED	\$100
▪ CLASS "A" INTOXICATING	\$500
▪ CLASS "B" INTOXICATING	\$500
▪ OPERATOR'S LICENSE - INITIAL	\$55
▪ OPERATOR'S LICENSE - RENEWAL	\$55
<b>ANIMALS</b>	
▪ ANIMAL FANCIER PERMIT	\$25
▪ DOG & CAT LICENSES - 5 MONTHS OF AGE AFTER JULY 1- ALTERED	\$6
▪ DOG & CAT LICENSES – 5 MONTHS OF AGE AFTER JULY 1- UNALTERED	\$12
▪ DOG & CAT LICENSES - NEUTERED OR SPAYED	\$12
▪ DOG & CAT LICENSES - UNALTERED	\$24
▪ DOG & CAT LICENSES – PAID AFTER 3/31-ALTERED	\$18
▪ DOG & CAT LICENSES – PAID AFTER 3/31-UNALTERED	\$36
▪ GROOMING ESTABLISHMENTS	\$100
▪ KENNEL PERMIT	\$100
▪ PET SHOPS	\$100
<b>BUSINESSES</b>	
▪ CIGARETTE AND TOBACCO PRODUCTS RETAILER LICENSE	\$100
▪ PRECIOUS METALS, ETC.	\$100

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<b>COMMUNITY &amp; UTILITY SERVICES</b>	<b>Minimum Fee</b>
▪ ADDITIONAL GARBAGE CONTAINER PERMIT - ANNUAL	\$55
▪ CALLBACKS FOR GARBAGE AND RECYCLING	\$36
▪ CULVERT REPLACEMENT (WITHIN ROAD PROJECT)	\$500
▪ CULVERT REPLACEMENT (NOT WITHIN ROAD PROJECT)	\$900
▪ DRIVEWAY/CULVERT/IMPERVIOUS SURFACE PERMIT	\$100
▪ GARBAGE OR RECYCLING CART	\$65 each
▪ GARBAGE OR RECYCLING CART RENTAL	
○ FIRST CART	\$25
○ EACH ADDITIONAL CART (NO LIMIT)	\$5
▪ MULCH DELIVERY FEE (WITHIN VILLAGE)	
○ 5 YARDS	\$90
○ 10 YARDS	\$165
○ 15 YARDS	\$240
○ 20 YARDS	\$300
○ 25 YARDS	\$350
▪ MULCH DELIVERY FEE 5 MILE RADIUS OUTSIDE OF VILLAGE-LABOR AND EQUIPMENT	\$180/5 yards
▪ LOADING FEE	\$40
▪ NO PARKING SIGNS	\$25
▪ ONE TIME UP THE DRIVE PICKUP COLLECTION FEE	\$40
▪ RAIN BARRELS	\$45 each, three for \$125
▪ RIGHT OF WAY PERMIT	
○ EXCAVATION FEE	\$200
○ RIGHT OF WAY FEE	\$100
▪ SANITARY SEWER USER CHARGE	\$474
▪ SEWER CONNECTION CHARGE	\$2500
▪ SPECIAL EVENT PERMIT/ BARRICADE REQUEST	\$50
▪ SPECIAL PICKUP	\$75
▪ STORMWATER MANAGEMENT REVIEW	\$200 + actual costs
▪ STORMWATER USER CHARGE	\$215
▪ STREET CUTTING	
○ BOND FOR STREET CUTTING PROJECTS	\$1000
○ LESS THAN 100 SQ. FT.	\$150
○ GREATER THAN 100 SQ. FT.	\$200
▪ TV RECYCLING FEE	\$40
▪ UNENCLOSED STORAGE PERMIT (DUMPSTERS, PODS, ETC)	\$30/First container, \$50/ Two containers
▪ UP-THE-DRIVE GARBAGE AND RECYCLING COLLECTION SERVICE	\$993.42
▪ WELL OPERATION FEE	\$25/ every five years

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<b>EMERGENCY SERVICES</b>	<b>Minimum Fee</b>
▪ FALSE SECURITY ALARM PENALTIES (BURGLAR)	
○ ONE AND TWO FAMILY, FIRST FALSE SECURITY ALARM	Warning
○ ONE AND TWO FAMILY, SECOND FALSE SECURITY ALARMS	\$50.00
○ ONE AND TWO FAMILY, THIRD FALSE SECURITY ALARMS	\$75.00
○ ONE AND TWO FAMILY, FOURTH FALSE SECURITY ALARMS	\$100.00
○ ONE AND TWO FAMILY, FIFTH AND SUBSEQUENT FALSE SECURITY ALARMS	\$200.00
○ ALL OTHER PROPERTIES, FIRST FALSE SECURITY ALARM	Warning
○ ALL OTHER PROPERTIES, SECOND FALSE SECURITY ALARMS	\$300.00
○ ALL OTHER PROPERTIES, THIRD FALSE SECURITY ALARMS	\$350.00
○ ALL OTHER PROPERTIES, FOURTH FALSE SECURITY ALARMS	\$400.00
○ ALL OTHER PROPERTIES, FIFTH AND SUBSEQUENT FALSE SECURITY ALARMS	\$500.00
▪ FALSE FIRE ALARM PENALTIES	
○ ONE AND TWO FAMILY, FIRST FALSE FIRE ALARM	Warning
○ ONE AND TWO FAMILY, SECOND FALSE FIRE ALARM	\$50.00
○ ONE AND TWO FAMILY, THIRD FALSE FIRE ALARMS	\$75.00
○ ONE AND TWO FAMILY, FOURTH FALSE FIRE ALARMS	\$100.00
○ ONE AND TWO FAMILY, FIFTH AND SUBSEQUENT FALSE FIRE ALARMS	\$200.00
○ ALL OTHER PROPERTIES, FIRST FALSE FIRE ALARM	Warning
○ ALL OTHER PROPERTIES, SECOND FALSE FIRE ALARMS	\$300.00
○ ALL OTHER PROPERTIES, THIRD FALSE FIRE ALARMS	\$350.00
○ ALL OTHER PROPERTIES, FOURTH FALSE FIRE ALARMS	\$400.00
○ ALL OTHER PROPERTIES, FIFTH AND SUBSEQUENT FALSE FIRE ALARMS	\$500.00

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<b>OFFENSES &amp; MISC. PROVISIONS</b>	<b>Minimum Fee</b>
▪ CONTRIBUTING TO TRUANCY	Not less than \$50, no more than \$500
▪ FINDINGS & DISPOSITIONS 2 <sup>ND</sup> VIOLATION	\$100 + costs
▪ SUBSEQUENT VIOLATIONS COMMITTED WITHIN 12 MONTHS OF A PREVIOUS VIOLATION	\$500
▪ TRANSIENT MERCHANT INVESTIGATION FEE	\$150
<b>POLICE</b>	
▪ ACCIDENT REPORT	\$6.50
▪ COMPUTER REPORT	\$2
▪ DATA 911 DVD/AUDIO	\$15
▪ DATA 911 DVD/VEHICLE VIDEO	\$35
▪ FINGERPRINTING	\$20
▪ PHOTO	\$2
▪ SPEED TRAILER RENTAL	\$100/day
▪ POLICE SPECIAL EVENTS - COORDINATION AND ATTENDANCE	\$95/hour
<b>SECONDHAND GOODS</b>	
▪ RUMMAGE SALE	\$10
<b>SIGNS</b>	
▪ FINE	\$60
▪ SIGN PERMIT - UP TO 25 SQUARE FEET	\$200
▪ SIGN PERMIT 25 - 100 SQUARE FEET	\$300
▪ SIGN PERMIT - TEMPORARY SIGNS	\$35
▪ SIGN PERMIT - VARIANCES	\$100
<b>ELLSWORTH PARK</b>	
▪ BALL DIAMOND RENTAL	\$35 + \$200 Deposit
▪ PARK PAVILION RENTAL	\$35 + \$35 Deposit
▪ TENNIS COURT RENTAL	\$3/hr per Resident \$6/hr per Non-Resident
<b>TRAFFIC AND VEHICLES</b>	
▪ BICYCLE REGISTRATION	\$10
▪ VEHICLE STORAGE	\$10

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<b>ZONING</b>	<b>Minimum Fees</b>
▪ BOARD OF ZONING APPLICATION	\$500
▪ BROWN DEER ROAD OVERLAY	\$250
▪ COMMUNITY-BASED RESIDENTIAL FACILITIES CONDITIONAL USE	\$250
▪ CONDITIONAL USE PERMIT APPLICATION	\$300
▪ LAND DIVISIONS	\$250
▪ HOME OCCUPATIONS	\$40
▪ OVERLAY USE "D" BUSINESS DISTRICT	\$250
▪ PLANNED RESIDENTIAL DEVELOPMENT	\$250
▪ PLANNED UNIT COMMERCIAL DEVELOPMENT DISTRICT PETITION	\$500/acre plus cost incurred by Village