



# City of Watertown

## City Fees and Charges Schedule

# City of Watertown

## City Fees and Charges Schedule

### City Clerk Fees

#### **Certified Copies**

Certified Birth Certificate	\$10.00
Certified Death Certificate	\$10.00
Certified Marriage Certificate	\$10.00
Genealogy Search	\$22.00

#### **Marriage License and Wedding Ceremony**

Marriage License	\$40.00
Duplicate Marriage License	\$20.00
Wedding Ceremony	\$60.00

#### **Dog License**

Spayed or Neutered, per year	\$10.00
Not Spayed or Neutered, per year	\$20.00

#### **Handicap Parking Permit**

Permanent or Temporary	No Fee
Replacement for Lost Permit	\$2.00 processing fee

#### **Racing and Wagering**

Bingo, per occasion	\$18.75 + 3% of proceeds
Bell Jar, per year	\$25.00
Casino Nights, per occasion	\$25.00 + 5% of proceeds
Raffle - Category 1	\$25.00 + 2% of proceeds

#### **Commissioner of Deeds**

Application Fee	\$25.00
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#### **Business Permits and Licenses**

Vending in Public Streets, per year	\$100.00
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#### **Garbage Collector, Private, per year**

License Fee	\$250.00
Each Additional Vehicle	\$125.00
Inspection Fee for Each Vehicle	\$45.00

#### **Liquidation Sale, per month**

License Fee for 30 Days	\$500.00
Renewal of License for Additional 30 Days	\$50.00

If Sale is completed within 30 days, fee will be refunded all except for \$75

#### **Copy of City of Watertown Code Book**

Current Cost of Publication

#### **Copies**

\$0.25 per page

#### **Credit Card Processing Fees (In-Person)**

Debit: \$2.50 flat fee per transaction\*

Credit: \$2.50 flat fee for transaction up to \$50; 4% of transaction for fee over \$50\*

\* Based on current merchant agreement

# City of Watertown City Fees and Charges Schedule

## City Comptroller Fees

<b>Parking Ticket</b>	\$30.00
15 Days After Issue Date	\$40.00
30 Days After Issue Date	\$45.00
<b>Handicap Parking Ticket</b>	\$50.00
Second or Subsequent Offense Within 2 Years	\$75.00
<b>Returned Check Fee</b>	\$20.00
<b>Tax Certification</b>	\$5.00
<b>Tax Search</b>	\$10.00
<b>Lien Search Fee</b>	\$90.00
<b>Tax Sale Advertising Fee</b>	\$15.00
<b>Tax Deed Preparation Fee</b>	\$15.00
<b>Online Bill Payment Processing Fee</b>	
Presently for City Tax Bills, County Tax Bills, Delinquent School Tax Bills, Water/Sewer Bills and Sewer Permit Bills	
Debit/Credit	2.85% + \$0.28 per transaction*
eCheck	\$2.50 per transaction*

\* Based on current merchant agreement

**City of Watertown  
City Fees and Charges Schedule**

**Civil Service Fees**

Open Competitive and Promotional Exams	\$15.00
Decentralized Exams	\$15.00
Uniformed Service Exams	\$25.00
Uniformed Promotional Exams	\$15.00

# City of Watertown

## City Fees and Charges Schedule

### Code Enforcement Fees

#### **Building Fees for New Construction**

Permit Fee Based on Estimated Cost of Work\*

\$0 - \$500	\$0.00
\$501 - \$2,000	\$34.50 (minimum fee)
	\$34.50 for the first \$2,000; \$4.50 for each additional \$1,000 or fraction thereof
\$2,001 - \$25,000	\$138.00 for the first \$25,000; \$2.00 for each additional \$1,000 or fraction thereof
\$25,001 - \$50,000	\$188.00 for the first \$50,000; \$2.00 for each additional \$1,000 or fraction thereof
\$50,000 - \$100,000	\$288.00 for the first \$100,000; \$2.00 for each additional \$1,000 or fraction thereof
\$100,000 - \$250,000	\$588.00 for the first \$250,000; \$1.90 for each additional \$1,000 or fraction thereof
\$250,001 - \$500,000	\$1,063.00 for the first \$500,000; \$1.80 for each additional \$1,000 or fraction thereof
\$500,001 - \$1,000,000	\$1,963.00 for the first \$1,000,000; \$1.75 for each additional \$1,000 or fraction thereof
\$100,001 - \$5,000,000	

\* Estimated Cost of Work for New Construction Calculated as Follows

Residential	\$150.00 per sq ft
Commercial	\$300.00 per sq ft
Industrial	\$400.00 per sq ft
Garage/Misc.	\$30.00 per sq ft

#### **Building Fees for Maintenance & Repairs**

Permit Fee Based on Estimated Cost of Work\*\*

\$0 - \$500	\$5.00 (minimum fee)
\$501 - \$2,000	\$5.00 for the first \$500; \$2.00 for each additional \$100 or fraction thereof
\$1,001 and above	\$17.00 for the first \$1,000; \$2.00 for each additional \$1,000 or fraction thereof

\*\* Estimated Cost of Work for New Construction Calculated as Follows

Residential (Excludes Single Family and Duplex)	\$50.00 per sq ft
Commercial	\$100.00 per sq ft
Industrial	\$150.00 per sq ft
Garage/Misc.	\$15.00 per sq ft

**Penalty Fee (Work Prior To Permit)**

\$50.00

# City of Watertown

## City Fees and Charges Schedule

### Code Enforcement Fees (con't)

#### Various Permits

Sign - Residential	\$10.00
Sign - Business	\$75.00
Sign - Billboard/Sky Sign	\$100.00
Furnace	\$0.00
Woodstove	\$0.00
Hot Water Heater	\$0.00
Plumbing	\$0.00
Propane	\$0.00
Fence	\$0.00
Alarm System	\$0.00
Blasting	\$0.00
Fireworks	\$0.00
Operating Permit	\$0.00

#### Certificate of Occupancy

Final Certificate of Occupancy	\$0.00
First Provisional Certificate of Occupancy (up to 120 Days)	\$0.00
Extension Beyond the 120 Days From Date of Issuance	\$150.00

#### Certificate of Compliance

\$0.00

#### Licensed Master Plumber

Application Fee	\$50.00
Examination Fee (3 Exams)	\$75.00 per exam
Re-Examination Fee After 3 Months (3 Exams)	\$100.00 per exam
License Fee, Annual	\$250.00
Replacement of License Due to Loss	\$5.00

#### Demolition of Property Surcharge \*

\$2,000.00

\* in addition to direct costs of demolition

#### Code Violation Surcharge \*\*

\$150.00

\*\*in addition to actual cost of restraining, correcting or abating such condition (minimum charge of one hour labor and one hour equipment) plus materials

#### Miscellaneous Fees

Records Search	\$0.00
Plan Review - Multifamily/Commercial & Industrial	\$0.00
Plan Review - Residential 1 & 2 Family	\$0.00
Black and White Photo Copies	\$0.25 per page
Color Photo Copies	\$1.00 per page

# City of Watertown

## City Fees and Charges Schedule

### Department of Public Works

#### Refuse and Garbage

Trash Sticker For Bag	\$3.00
Trash Tote Deposit	
32-Gallon Tote	\$5.00
64-Gallon Tote	\$7.00
96-Gallon Tote	\$10.00
Trash Tote Service	
32-Gallon Tote	\$45.50 per quarter
64-Gallon Tote	\$68.25 per quarter
96-Gallon Tote	\$91.00 per quarter

#### Property Maintenance Violation

Non-Sticker Bag Removal	\$5.00 per bag
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#### Bulk Drop Off Program (Fall Season)

Fee as contained in seasonal flyer based on availability and local area Municipal Solid Waste disposal fees

#### On-Demand Bulk Item Curbside Collection Service (Summer Season)

Fee as contained in seasonal flyer based on availability and local area Municipal Solid Waste disposal fees

#### Bus Fares

Individual Base Fare Adult	\$1.50
Individual Base Fare Adult, Half-Fare *	\$0.75
Children Under 12	\$0.50
Children Under 12, Half-Fare *	\$0.25
Transfer	No Charge
Coupon Book:	
Regular (10 Rides)	\$10.00
Regular (10 Rides), Half-Fare *	\$5.00
Regular (20 Rides)	\$20.00
Regular (20 Rides), Half-Fare *	\$10.00
Monthly Unlimited	\$40.00
Monthly Unlimited, Half-Fare *	\$20.00

\* Half-Fare rate applies to senior citizens (65 years of age or older) and persons with disabilities and Medicare cardholders

#### Snow Dump Permit

Per Truck, Up To Three Trucks Per Business	\$125.00
Flat Fee For Four or More Trucks Per Business	\$500.00

# City of Watertown City Fees and Charges Schedule

## Department of Public Works (con't)

### Advertising Displays on CitiBus (prices do not include cost of sign)

#### Street Side Showcase (30" x 88")

Monthly Per Bus	\$55.00
Monthly On All Buses	\$275.00
Yearly On All Buses *	\$3,300.00

#### Curb Side Showcase (30" x 48")

Monthly Per Bus	\$45.00
Monthly On All Buses	\$225.00
Yearly On All Buses *	\$2,700.00

#### Front Showcase (12" x 40")

Monthly Per Bus	\$50.00
Monthly On All Buses	\$250.00
Yearly On All Buses *	\$3,000.00

#### Rear Showcase (12" x 60")

Monthly Per Bus	\$55.00
Monthly On All Buses	\$275.00
Yearly On All Buses *	\$3,300.00

#### Interior Advertising (11" x 28")

Monthly On All Buses	\$100.00
Yearly On All Buses *	\$1,200.00

\* 10% Discount if year is paid in full

### Conduit Access

Initial Fee	\$500.00
Monthly Fee, Per Foot of Conduit	\$0.031

Per the Franchise agreement - "If the City is required to be on-site for any request, an hourly rate of \$200 per hour will be assessed."



# City of Watertown

## City Fees and Charges Schedule

### Engineering Fees

#### Zoning Reviews

Special Use Permit	\$100.00
Site Plan Minor Review *	\$150.00
Site Plan Major Review **	\$250.00
Site Plan Waiver	\$50.00
Variance of Use or Area	\$150.00
Zone Change	\$100.00
Subdivision Review	\$150.00

\* Site Plan Minor is defined as neither a Site Plan Waiver nor a Site Plan Major

\*\* Site Plan Major is defined as a site plan approval application which involves the disturbance of 1 acre or more of ground/soil disturbance and/or construction

<b>Floodplain Development Permit***</b>	<b>\$25.00</b>
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\*\*\*in addition to any costs necessary for the review, inspection and approval of the project

<b>Dumpster Permit</b>	<b>\$50.00</b>
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<b>Sidewalk Permit</b>	<b>\$0.00</b>
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#### Curbs and Pavement Cuts

Curb Cuts	\$100.00
Pavement Cuts, up to 3 sq yds	\$200.00
Pavement Cuts, each additional sq yd thereafter	\$30.00
Specialty Pavement Cut	\$150.00 + actual cost of repair and replacement

#### Septic Tanks and Lateral Disconnections

Septic Tank Permit	\$50.00
Disconnect & Plugging of Unused or Abandoned Lateral Sewers	\$50.00
Repair/Renewal of Existing Sanitary	\$0.00

#### Sewer Permits - Inside the City

Residential Sanitary	\$100.00
Residential Storm	\$100.00
Commercial Sanitary	\$200.00
Commercial Storm	\$200.00
Industrial Sanitary	\$300.00
Industrial Storm	\$300.00

#### Sewer Permits - Outside the City

Residential Sanitary	\$300.00
Residential Storm	\$300.00
Commercial Sanitary	\$550.00
Commercial Storm	\$550.00
Industrial Sanitary	\$550.00
Industrial Storm	\$550.00

## City of Watertown City Fees and Charges Schedule

<u>Parks and Recreation Fees</u>	City Resident	Non City Resident	
<b>Arena - Ice Time</b>			
Public Skating	\$3.00	\$4.00	per day
Season Public Skating Pass	\$40.00	\$50.00	season
Skate & Shoot	\$4.00	\$5.00	per day
Season Skate & Shoot Pass	\$50.00	\$63.00	season
Ice Skate Rental	\$3.00	\$4.00	per day
Ice Skate Sharpening	\$5.00	\$6.00	per day
Minor Hockey & Figure Skating / Student Groups	\$70.00		per hour
Adult and Non City Groups	\$100.00		per hour
Rock & Skate	\$5.00	\$6.00	per day
Slip Slide & Skate			
Per Season	\$25.00	\$50.00	season
Per Season - With Skate Rental	\$35.00	\$70.00	season
Broomball	\$5.00	\$6.00	per day
Broomball Equipment Rental	\$3.00	\$4.00	per broom
<b>Arena - Rental of Space</b>			
Events Where Admission / Donation is Charged	\$120.00	\$150.00	per hour
Arena Rental / Performances	\$1,000.00	\$1,250.00	per day
Performances - Day Before / After	\$500.00	\$625.00	per day
Arena Rental Non Ice Time	\$100.00	\$125.00	per hour
Multipurpose Room - Daily	\$100.00	\$125.00	per day
Multipurpose Room - Hourly	\$25.00	\$31.00	per hour
Vendor Space	\$100.00	\$125.00	per day
Large Stage Set Up	\$1,000.00	\$1,250.00	per event
Small Stage Set Up	\$500.00	\$625.00	per event
Large Bleacher Set Up	\$500.00	\$625.00	per event
Small Bleacher Set Up	\$250.00	\$313.00	per event
PA System Rental	\$50.00	\$63.00	per event
Hang Signage	\$50.00	\$63.00	per hour
Hospitality Room	\$250.00	\$313.00	per day
Office Rental - Seasonal	\$500.00	\$625.00	per season
Office Rental - Daily	\$50.00	\$63.00	per day
Birthday Party Room	\$50.00	\$63.00	per party
Arena Concession - Per Vendor	\$250.00	\$313.00	per day
Arena Concession - Unlimited Concession Stands	\$1,000.00	\$1,250.00	per day
Craft and Vendor Fairs - Booth w/o Electricity	\$40.00	\$50.00	per day
Craft and Vendor Fairs - Booth w/ Electricity	\$50.00	\$63.00	per day
<b>Miscellaneous Arena Fees</b>			
Admission to Events			
Craft and Vendor Fairs	\$3.00	\$3.00	per day
Special Events Sponsored by Parks & Rec	\$5.00	\$5.00	per day
Advertising Fees			
Advertising Signs in Arena	\$400.00	\$500.00	May-Aug
Advertising on TV in Lobby	\$100.00	\$125.00	per month

## City of Watertown City Fees and Charges Schedule

<u>Parks and Recreation Fees (con't)</u>	City Resident	Non City Resident
<b>Chairs and Table Rental</b>		
Chair Rental: Up to 500 Chairs	\$1.00	\$1.25 per day
Chair Rental: 501 - 1000	\$0.75	\$1.00 per day
Chair Rental: 1001+	\$0.50	\$0.75 per day
Table Rental: 1 - 20 Tables	\$4.00	\$5.00 per day
Table Rental: 21+ Tables	\$3.00	\$4.00 per day
Chair & Table Fee for Events on Premises		Rental rate applies per day
<b>Field Rental</b>		
Fairgrounds Main Baseball Field - Grandstand		
Hourly	\$50.00	\$63.00 per hour
Lights	\$50.00	\$63.00 per day
Fairgrounds Main Multipurpose Field - Outdoor Stadium		
Hourly	\$50.00	\$63.00 per hour
Lights	\$50.00	\$63.00 per day
Fairgrounds Horse Ring	\$60.00	\$75.00 per day
Municipal Fairgrounds Rental	\$200.00	\$250.00 per day
Other Athletic Fields		
Hourly	\$15.00	\$19.00 per hour
Lights	\$25.00	\$31.00 per day
Performances	\$1,000.00	\$1,250.00 per day
Day Before / After	\$500.00	\$625.00 per day
Practice - Schools Within City Limits & JCC	50%	N/A per hr
<b>Field Rental For Tournaments</b>		
Main Fields - Non-Profit 501C3 (Grandstand and Outdoor Stadium)	\$200.00	\$250.00 per day
Other Fields - Non-Profit 501C3	\$100.00	\$125.00 per day
Regular For Profit Events	Hourly rate	Hourly rate per day
Additional Chalk Lining	\$25.00	\$31.00 per lining
<b>Turf</b>	\$15.00	\$19.00 per bag
<b>Parking</b>		
Parking - Arena Concert / Performance / Show	\$1,500.00	\$1,875.00 per event
Parking - Outdoor Events	\$3,000.00	\$3,750.00 per event
<b>RV sites</b>		
With Utility Hookup	\$25.00	\$31.00 per night
Without Utility Hookup	\$15.00	\$19.00 per night
<b>Jefferson County Agriculture Society Fair</b>		
Arena Rental - Fair	\$3,000.00	fair
RV Sites - Fair Week	\$75.00	per site
Concessions - Jeff Co Ag Society	\$1,000.00	fair

# City of Watertown

## City Fees and Charges Schedule

<u>Parks and Recreation Fees (con't)</u>	City Resident	Non City Resident	
<b>Miscellaneous Parks and Recreation Fees</b>			
Vendor Fee	\$50.00	\$63.00	per event
Vendor Fee - Large Event	\$250.00	\$313.00	per event
Alcohol Permit Processing Fee	\$10.00	\$13.00	per day
Marquee Advertising			
Non Parks and Recreation Events - Daily	\$10.00	\$13.00	per day
Non Parks and Recreation Events - Weekly	\$50.00	\$63.00	per week
<b>Pavilion Rentals</b>			
Mayor Butler Pavilion	\$50.00	\$63.00	per day
Fairgrounds Pavilion	\$50.00	\$63.00	per day
Veterans Memorial Pavilion	\$50.00	\$63.00	per day
Marble Park Pavilion	\$50.00	\$63.00	per day
Thompson Park			
Large Pavilion - One of Four Quarters	\$50.00	\$63.00	per day
Large Pavilion - Full	\$200.00	\$250.00	per day
Picnic Areas	\$10.00	\$13.00	per day
Rotary Pavilion	\$50.00	\$63.00	per day
Pinnacle Pavilion	\$50.00	\$63.00	per day
Band Stand	\$25.00	\$31.00	per day
<b>Parks and Recreation Programs</b>			
Baseball and Softball Adult Leagues			
Men's and Coed Adult Softball	\$250.00		per team
Athletic Tournaments	\$150.00	\$250.00	per team
Sunday Softball	\$250.00		per team
Volleyball Team	\$200.00		per team
Kickball Team	\$200.00		per team
Soccer Tournament	\$225.00		per team
Basketball Tournament	\$125.00		per team
Soccer Teams	\$225.00		per team
Tennis Clinic	\$20.00	\$40.00	per person
Golf Lessons	\$25.00	\$50.00	per person
Youth Baseball & Softball Leagues	\$10.00	\$20.00	per person
Youth Swimming Lessons	\$10.00	\$20.00	per person
Fishing Clinic	\$15.00	\$30.00	per person
Family Yoga	\$10.00	\$20.00	per person
Scuba Diving Lessons	\$30.00	\$60.00	per person
Kid's Zumba	\$15.00	\$30.00	per person
Youth Running Club	\$10.00	\$20.00	per person
Horseback Riding Lessons	\$30.00	\$60.00	per person
Boot Camp Exercise Program	\$25.00	\$50.00	per person
Youth Camps	\$25.00	\$50.00	per person
Parks and Recreation Classes	\$25.00	\$50.00	per person

**City of Watertown  
City Fees and Charges Schedule**

**Police Fees**

Bike License	\$0.25
Copies	\$0.25 per page
Incident Report	\$0.25 per page
Motor Vehicle Report	\$0.25 per page
Records (Background) Check	\$10.00

Cash or money order only (checks accepted only from business accounts, no personal checks)