



City of Watertown  
City Fees and Charges Schedule  
Fiscal Year 2025-26

**City of Watertown**  
**City Fees and Charges Schedule**  
**FY 2025-26**

**City Clerk Fees**

**Certified Copies**

Certified Birth Certificate	\$10
Certified Death Certificate	\$10
Certified Marriage Certificate	\$10
Genealogy Search	\$22

**Marriage License and Wedding Ceremony**

Marriage License	\$40
Duplicate Marriage License	\$20
Wedding Ceremony	\$75
One-Day Marriage Officiant License	\$25

**Dog License**

Spayed or Neutered, per year	\$15
Not Spayed or Neutered, per year	\$25

**Handicap Parking Permit**

Permanent or Temporary	No Fee
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**Racing and Wagering**

Bingo, per occasion	\$18.75 + 3% of proceeds
Bell Jar, per year	\$25
Casino Nights, per occasion	\$25 + 5% of proceeds
Raffle - Category 1	\$25 + 2% of proceeds

**Commissioner of Deeds**

Application Fee	\$25
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**Business Permits and Licenses**

Vending in Public Streets, per year	\$150
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**Garbage Collector, Private, per year**

License Fee	\$300
Each Additional Vehicle	\$150
Inspection Fee for Each Vehicle	\$50

**Liquidation Sale, per month**

License Fee for 30 Days	\$500
Renewal of License for Additional 30 Days	\$50

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

Effective: July 1, 2025  
Adopted on: June 2, 2025

**City of Watertown**  
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**City Comptroller Fees**

<b>Parking Ticket</b>	\$30
15 Days After Issue Date	\$40
30 Days After Issue Date	\$45
<b>Handicap Parking Ticket</b>	\$50
Second or Subsequent Offense Within 2 Years	\$75
<b>Returned Check Fee</b>	\$20
<b>Tax Certification</b>	\$5
<b>Tax Search</b>	\$10
<b>Lien Search Fee</b>	\$95
<b>Tax Sale Advertising Fee</b>	\$15
<b>Tax Sale Certificate Filing Fee</b>	\$50
<b>Tax Deed Preparation Fee</b>	\$15
<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

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**Civil Service Fees**

Open Competitive and Promotional Exams	\$15
Decentralized Exams	\$15
Uniformed Service Exams	\$25
Uniformed Promotional Exams	\$15

**City of Watertown**  
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**Code Enforcement Fees**

**Building Fees for New Construction**

Permit Fee Based on Estimated Cost of Work\*

\$0 - \$500	\$30 (minimum fee)
\$501 - \$2,000	\$60.00
\$2,001 - \$25,000	\$60 for the first \$2,000; \$7 for each additional \$1,000 or fraction thereof
\$25,001 - \$50,000	\$221 for the first \$25,000; \$7 for each additional \$1,000 or fraction thereof
\$50,001 - \$100,000	\$396 for the first \$50,000; \$6 for each additional \$1,000 or fraction thereof
\$100,001 - \$250,000	\$696 for the first \$100,000; \$6 for each additional \$1,000 or fraction thereof
\$250,001 - \$500,000	\$1596 for the first \$250,000; \$5 for each additional \$1,000 or fraction thereof
\$500,001 - \$1,000,000	\$2801 for the first \$500,000; \$5 for each additional \$1,000 or fraction thereof
\$1,000,001 - \$5,000,000	\$5256 for the first \$1,000,000; \$4 for each additional \$1,000 or fraction thereof

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

Residential	\$200 per sq ft
Commercial	\$400 per sq ft
Industrial	\$500 per sq ft
Garage/Misc.	\$50 per sq ft

**Building Fees for Maintenance & Repairs**

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

\$0 - \$500	\$30 (minimum fee)
\$501 - \$1,000	
	\$40
\$1,001 and above	\$40 for the first \$1,000; \$6 for each additional \$1,000 or fraction thereof

\*\* Estimated Cost of Work for Maintenance & Repairs Calculated as Follows

Residential	\$75 per sq ft
Commercial	\$150 per sq ft
Industrial	\$225 per sq ft
Garage/Misc.	\$25 per sq ft

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

\$250

# City of Watertown

## City Fees and Charges Schedule

### FY 2025-26

#### **Code Enforcement Fees (con't)**

##### **Various Permits**

Blasting	\$30
Fence	\$30
Fireworks	\$250
Food Truck	\$50
Heating (furnace, water heater, pellet stove, etc)	\$40
Operating Permit	\$50
Plumbing	\$40
Sign - Residential	\$20
Sign - Commercial	\$150
Sign - Billboard/Sky Sign	\$200
Tank (propane, oil, natural gas, etc)	\$50

##### **Certificate of Occupancy**

Final Certificate of Occupancy	\$0
First Provisional Certificate of Occupancy (up to 120 Days)	\$100
Extension Beyond the 120 Days From Date of Issuance	\$200

##### **Certificate of Compliance**

\$30

##### **Licensed Master Plumber**

Examination Fee (3 Exams)	\$100 per exam
Re-Examination Fee After 3 Months (3 Exams)	\$125 per exam

\*Remaining portion of year  
the test was passed will be  
covered by testing fee

License Fee, Annual	\$300
Replacement of License Due to Loss	\$20

<b>Demolition of Property Surcharge</b> - addition to direct costs of demolition	\$5,000
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**Code Violation Surcharge** - in addition to actual cost of restraining, correcting  
or abating such condition (min charge 1 hr labor & 1 hr equipment) + materials [§120-37]

First Violation	\$100
Second Violation	\$250
Third Violation	\$500
Fourth Violation and All Additional	\$1,000

##### **Vacant Building Registry**

Registration Fee	\$50
Administrative Fee (for failure to register)	\$150
Annual Inspection Fee	\$750

##### **Miscellaneous Fees**

Records Search	\$0
Plan Review - Residential 1 & 2 Family	\$0
Plan Review - Multifamily/Commercial & Industrial	
Projects costing \$19,999 or less	\$0

Effective: July 1, 2025  
Adopted on: June 2, 2025

**City of Watertown**  
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**Code Enforcement Fees (con't)**

Projects costing \$20,000 or more w/NYS required stamped plans	\$75 per hour plus cost of permit
Black and White Photo Copies	\$0.25 per page
Color Photo Copies	\$1 per page

**City of Watertown**  
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**Department of Public Works Fees**

**Refuse and Garbage**

Trash Sticker For Bag	\$5.00
Trash Tote Service	
32-Gallon Tote	\$84.50 per quarter
64-Gallon Tote	\$110.50 per quarter
96-Gallon Tote	\$136.50 per quarter
Trash tote redelivery fee	\$50.00 plus outstanding account balance
Vendor Discount	\$0.10 per trash sticker

**Property Maintenance Violation**

Non-Sticker Bag Removal	\$5 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

**Snow Dump Permit**

Per Truck, Up To Three Trucks Per Business	\$150
Flat Fee For Four or More Trucks Per Business	\$600

**Conduit Access**

Initial Fee	\$500
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**  
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**Bus Fees**

**Bus Fares**

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

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
Regular (10 Rides), Half-Fare *	\$5
Regular (20 Rides)	\$20
Regular (20 Rides), Half-Fare *	\$10
Monthly Unlimited	\$40
Monthly Unlimited, Half-Fare *	\$20

**Paratransit**

Fee based on two times the cost of standard Individual Base Fare Adult and allows for passenger and one caregiver

Individual	\$3
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**Advertising Displays on CitiBus**      \* 10% Discount if year is paid in full

Prices include rental of the advertising space only. Prices do NOT include artwork, materials, production, installation and removal. These are the responsibility of advertiser and must be approved by CITIBUS.

Driver Side/King Board (30" x 160")	
3 Months (\$175/mo)	\$525
6 Months (\$125/mo)	\$750
12 Months (\$105/mo)	\$1,260

Passenger Side/King Board (30" x 160")	
3 Months (\$175/mo)	\$525
6 Months (\$125/mo)	\$750
12 Months (\$105/mo)	\$1,260

Driver Side/Queen Board (30" x 70")	
3 Months (\$150/mo)	\$450
6 Months (\$100/mo)	\$600
12 Months (\$75/mo)	\$900

Passenger Side/Queen Board (30" x 70")	
3 Months (\$150/mo)	\$450
6 Months (\$100/mo)	\$600
12 Months (\$75/mo)	\$900

Back/Tail (21" x 72")	
3 Months (\$175/mo)	\$525
6 Months (\$150/mo)	\$900
12 Months (\$125/mo)	\$1,500

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**Bus Fees continued**

Interior/Rails (11" x 28")	
3 Months (\$35/mo)	\$105
6 Months (\$30/mo)	\$180
12 Months (\$25/mo)	\$300

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**Engineering Fees**

**Floodplain Development Permit\*\*\*** \$25

\*\*\*in addition to any costs necessary for the review, inspection and approval of the project

**Dumpster Permit** \$50

**Sidewalk Permit** \$0

**Curbs and Pavement Cuts**

Curb Cuts \$100

Pavement Cuts, up to 3 sq yds \$200

Pavement Cuts, each additional sq yd thereafter \$30

Specialty Pavement Cut \$150 + actual cost of repair and replacement

**Septic Tanks and Lateral Disconnections**

Septic Tank Permit \$50

Disconnect & Plugging of Unused or Abandoned Lateral Sewers \$50

Repair/Renewal of Existing Sanitary \$0

**Sewer Permits - Inside the City**

Residential Sanitary \$100

Residential Storm \$100

Commercial Sanitary \$200

Commercial Storm \$200

Industrial Sanitary \$300

Industrial Storm \$300

**Sewer Permits - Outside the City**

Residential Sanitary \$300

Residential Storm \$300

Commercial Sanitary \$550

Commercial Storm \$550

Industrial Sanitary \$550

Industrial Storm \$550

# City of Watertown

## City Fees and Charges Schedule

### FY 2025-26

#### **Parks and Recreation Fees\***

\* Military personnel and their immediate families, upon producing military ID, will be charged at the City Resident rate

<b>Arena - Ice Time for Groups</b>	<b>City Resident</b>	<b>Non City Resident</b>
Minor Hockey & Figure Skating / Student Groups		\$105 per hour
Adult and Non City Groups		\$150 per hour
Events Where Admission / Donation is Charged		\$230 per hour
School Ice Skating (Mon - Fri 12:00pm - 2:30pm)	\$5 per student to cover cost of skating and rentals	

<b>Arena - Ice Time</b>	<b>City Resident</b>	<b>Non City Resident</b>
Public Skating	\$5	\$5 per day
Public Skating (children under the age of 4 years old)	No Charge	No Charge
Season Public Skating Pass	\$145	\$180 season
Family Public Skating Pass	\$290	\$360 season
Family Skate Pass (All Events)	\$400	\$500 season
Skate & Shoot	\$5	\$5 per day
Season Skate & Shoot Pass	\$145	\$180 season
Season Skate & Shoot Pass and Public Skate	\$230	\$290 season
Ice Skate Rental	\$5	\$5 per day
Ice Skate Rental (children under the age of 4 years old)	No Charge	No Charge
Ice Skate Sharpening	\$6	\$7 per day
Rock & Skate	\$6	\$7 per day
Slip Slide & Skate		
Per Season	\$30	\$60 season
Per Season - With Skate Rental	\$40	\$80 season
Broomball	\$6	\$7 per day
Broomball Equipment Rental	\$4	\$5 per broom
Replacement ID Card	\$5	\$7 per card

<b>Arena - Rental of Space</b>	<b>City Resident</b>	<b>Non City Resident</b>
Arena Rental / Performances	\$1,400	\$1,700 per day
Performances - Day Before / After	\$700	\$850 per day
Arena Rental Non Ice Time	\$115	\$145 per hour
Multipurpose Room - Daily	\$115	\$145 per day
Multipurpose Room - Hourly	\$30	\$35 per hour
Vendor Space	\$115	\$145 per day
Large Stage Set Up	\$1,150	\$1,440 per event
Small Stage Set Up	\$575	\$720 per event
Hospitality Room	\$290	\$360 per day
Office Rental - Seasonal	\$575	\$720 per season
Office Rental - Monthly	\$100	\$120 per month
Birthday Party Room	\$60	\$70 per party
Arena Concession - Per Vendor	\$290	\$360 per day
Arena Concession - Unlimited Concession Stands	\$1,150	\$1,440 per day
Craft and Vendor Fairs - Booth w/o Electricity	\$45	\$60 per day
Craft and Vendor Fairs - Booth w/ Electricity	\$60	\$70 per day

# City of Watertown

## City Fees and Charges Schedule

### FY 2025-26

#### **Parks and Recreation Fees (con't)**

<b>Miscellaneous Arena Fees</b>	<b>City Resident</b>	<b>Non City Resident</b>
Admission to Events		
Craft and Vendor Fairs	\$4	\$5 per day
Special Events Sponsored by Parks & Rec	\$5	\$6 per day
Advertising Fees		
Advertising Signs in Arena	\$460	\$575 May-Aug
Advertising on TV in Lobby	\$115	\$145 per month

<b>Chairs and Table Rental</b>	<b>City Resident</b>	<b>Non City Resident</b>
Chair Rental: Up to 500 Chairs	\$1	\$1.25 per day
Chair Rental: 501 - 1000	\$0.75	\$1 per day
Chair Rental: 1001+	\$0.50	\$0.75 per day
Table Rental: 1 - 20 Tables	\$5	\$6 per day
Table Rental: 21+ Tables	\$4	\$5 per day

<b>Field Rental</b>	<b>City Resident</b>	<b>Non City Resident</b>
Fairgrounds Main Baseball Field - Grandstand		
Hourly	\$100	\$125 per hour
Lights	\$75	\$100 per day
Fairgrounds Main Multipurpose Field - Outdoor Stadium		
Hourly	\$85	\$115 per hour
Lights	\$75	\$100 per day
Fairgrounds Horse Ring	\$70	\$85 per day
Municipal Fairgrounds Rental	\$345	\$430 per day
Other Athletic Fields		
Hourly	\$35	\$45 per hour
Lights	\$45	\$60 per day
Performances	\$1,150	\$1,440 per day
Day Before / After	\$575	\$720 per day
Practice - Schools Within City Limits & JCC	50%	N/A per hr

<b>Field Rental For Tournaments</b>	<b>City Resident</b>	<b>Non City Resident</b>
Main Fields - Non-Profit 501C3	\$60	\$70 per hour
Other Fields - Non-Profit 501C3	\$25	\$30 per hour
Regular For Profit Events	Hourly rate	Hourly rate per day
Additional Chalk Lining	\$30	\$35 per lining

<b>Naming Rights - Athletic Fields</b> (5 year term - fields used mid-April through early-October)		
Regular Athletic Fields (11)		\$1,000 per year
Regular Athletic Fields with lights (4)		\$1,500 per year
Main Multi-Purpose Field (1)		\$3,000 per year
Grandstand (1)		\$5,000 per year

	<b>City Resident</b>	<b>Non City Resident</b>
<b>Turf</b>	\$20	\$25 per bag

# City of Watertown

## City Fees and Charges Schedule

### FY 2025-26

#### **Parks and Recreation Fees (con't)**

<b>Parking</b>	<b>City Resident</b>	<b>Non City Resident</b>
Parking - Arena Concert / Performance / Show	\$1,725	\$2,150 per event
Parking - Outdoor Events	\$3,450	\$4,315 per event

<b>RV sites</b>	<b>City Resident</b>	<b>Non City Resident</b>
With Utility Hookup	\$30	\$35 per night
Without Utility Hookup	\$15	\$20 per night

#### **Jefferson County Agriculture Society Fair**

Arena Rental - Fair	\$3,000 fair
RV Sites - Fair Week	\$75 per site
Concessions - Jeff Co Ag Society	\$1,000 fair

<b>Marquee Advertising</b>	<b>City Resident</b>	<b>Non City Resident</b>
Non Parks and Recreation Events - Daily	\$10	\$13 per day
Non Parks and Recreation Events - Weekly	\$50	\$63 per week

<b>Miscellaneous Parks and Recreation Fees</b>	<b>City Resident</b>	<b>Non City Resident</b>
Vendor Fee	\$50	\$63 per event
Vendor Fee - Large Event ( <i>1,000+ anticipated</i> )	\$300	\$375 per event
Event Fee	\$500	\$625 per day
Alcohol Permit Processing Fee	\$10	\$13 per day

<b>Pavilion Rentals</b>	<b>City Resident</b>	<b>Non City Resident</b>
Mayor Butler Pavilion	\$50	\$75 per day
Fairgrounds Pavilion	\$50	\$75 per day
Veterans Memorial Pavilion	\$50	\$75 per day
Marble Park Pavilion	\$50	\$75 per day
Thompson Park		
Large Pavilion - One of Four Quarters	\$50	\$75 per day
Large Pavilion - Full	\$200	\$250 per day
Picnic Areas	\$10	\$15 per day
Rotary Pavilion	\$50	\$75 per day
Pinnacle Pavilion	\$50	\$75 per day
Band Stand	\$50	\$75 per day

#### **Thompson Park - Garbage Removal for Large Groups**

1-99 people	\$30 per day
100-199 people	\$60 per day
200+ people	\$85 per day

<b>Equipment Rental</b>	<b>City Resident</b>	<b>Non City Resident</b>
Cross Country Skis/Boots	\$7	\$10 per day
Snowshoes	\$5	\$7 per day

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**Parks and Recreation Fees (con't)**

**Team Sports Programs**

Men's and Coed Adult Softball	\$375	per team
Sunday Softball	\$345	per team
Volleyball Team	\$230	per team
Kickball Team	\$260	per team
Soccer Tournament	\$260	per team
Basketball Tournament	\$145	per team
Soccer Teams	\$260	per team
Sunday Football League	\$290	per team
Pickleball Tournament	\$40	per team

**Baseball and Softball Adult**

Athletic Tournaments	<b>City Resident</b>	<b>Non City Resident</b>
	\$230	\$345 per team

**Parks and Recreation Programs**

	<b>City Resident</b>	<b>Non City Resident</b>
Tennis Clinic	\$35	\$70 per person
Golf Lessons	\$60	\$115 per person
Youth Baseball & Softball Leagues	\$20	\$40 per person
Youth Swimming Lessons	\$25	\$45 per person
Fishing Clinic	\$35	\$70 per person
Family Yoga	\$10	\$25 per person
Scuba Diving Lessons	\$35	\$70 per person
Kid's Zumba	\$15	\$35 per person
Youth Running Club	\$25	\$45 per person
Horseback Riding Lessons	\$60	\$115 per person
Archery Day Camp	\$15	\$35 per person
Archery Week Camp	\$45	\$90 per person
Boot Camp Exercise Program	\$30	\$60 per person
Youth Camps	\$30	\$60 per person
Parks and Recreation Classes	\$30	\$60 per person
Pickleball Open Play (Arena)	\$4	\$5 per person
Pickleball Clinics	\$10	\$20 per person

**Pool Rental Fee**

Daily Rate	\$0	\$3 per person
Group Rate (Schools, Camps, Rec Groups, etc)	\$0	\$2 per person
Season Pass - Individual	\$0	\$35 per person
Season Pass - Family (4)	\$0	\$100 per family of 4
Additional Family Member	\$0	\$20 per person

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**Parks and Recreation Fees (con't)**

<b>Thompson Park Golf Course</b>	<b>City Resident</b>	<b>Non-City Resident</b>
Season Passes		
18 & Under	\$175	\$200
22 & Under	\$325	\$375
Adult	\$800	\$875
Senior (62)	\$650	\$725
Senior Couple (62)	\$900	\$975
Family (2 Adults)	\$1,000	\$1,100
<i>Additional Student</i>	\$80	\$90
Green Fees		
9-Holes	\$20	\$22
18-Holes	\$27	\$30
Green Fees - Fall Rates (Effective post aeration)		
9-Holes	\$15	\$17
18-Holes	\$22	\$25
Carts (Per Golfer)		
9-Holes	\$10	\$11
18-Holes	\$15	\$16
Tournament Fees		
Per Entry	\$40	\$40
Driving Range		
Small	\$8	\$8
Large	\$11	\$11
Club Rentals		
Per Outing	\$5	\$10
School Team		
Per Season	\$1,800	
<i>Includes practices &amp; matches</i>		



**City of Watertown**  
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**Police Fees**

Bike License	\$1
Copies	\$0.25 per page
Incident Report	\$0.25 per page
Motor Vehicle Report	\$0.25 per page
Records (Background) Check	\$10

**Police Academy**

Tuition	\$1,700 per enrollee
Tuition Credits	\$25 per instructor hour provided to Academy Training
Books and Supplies	\$300

**City of Watertown**  
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**Planning Department Fees**

**Zoning Reviews**

Special Use Permit	\$125
Site Plan Minor Review *	\$150
Site Plan Major Review **	\$250
Site Plan Waiver	\$75
Variance of Use or Area	\$200
Zoning Interpretation	\$200
Zone Change	\$125
Subdivision Review	\$150

\* 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