

COMMISSIONERS OF OXFORD
RESOLUTION # 2212

**A RESOLUTION SETTING THE FEE SCHEDULE FOR THE TOWN
OF OXFORD, REPLACING RESOLUTION 2007 AND ALL PREVIOUS
FEE SCHEDULES, EFFECTIVE **October 1, 2022****

WHEREAS, the Town of Oxford Charter (§14) authorizes the Commissioners of Oxford to establish a schedule of fees, charges and expenses and a collection procedure for permits, appeals and applications; and,

WHEREAS, the costs and expenses necessary to provide these service have been analyzed by the Town’s administrative staff and the Commissioners of Oxford; and

WHEREAS, the Commissioners of Oxford realize it is necessary to have established rates for these services and find these rates to be appropriate and fair;

NOW, THEREFORE, BE IT ORDAINED BY THE COMMISSIONERS OF OXFORD,

Section 1: Effective **October 1, 2022**, the attached Schedule of Fees will become the Town of Oxfords Fee Schedule.

ENACTED THIS ____ DAY OF _____, 2022.

COMMISSIONERS OF OXFORD:

James Jaramillo, President

Brian Wells, Commissioner

Tom Costigan, Commissioner

Attest: _____
Cheryl Lewis, Town Manager
Town of Oxford

TOWN OF OXFORD

FEE SCHEDULE



BUILDING PERMITS

Zoning Certificate (required for all permits) \$ ~~25~~ **100**

Historic Review (required in Historic area) \$ 25

Change of Use (includes Certificate of Occupancy) \$ 100

Construction

Less than 1000 square feet (plus .12 per square foot) \$ 50

1000 square feet or more (plus .12 per square foot) \$ 100

Fireplace/Woodstove/Flue \$ 50

Swimming Pool \$ 50

HVAC/Mechanical Equipment (up to 2 units) \$ 50

HVAC/Mechanical Equipment (more than 2 units) \$ 100

Fence/Gate \$ 25

Sign \$ 25

Sidewalk/Walkway \$ 25

~~Solar Panels (1-19 panels)~~ \$ ~~75~~

Solar Panels ~~(20 or more panels)~~ \$ 100

Plumbing Permit (see Plumbing Application Schedule)

Demolition/Relocation

Demolition \$ 50

Relocation of Minor Accessory Structure \$ 50

Relocation of Structure with Foundation (same as new construction)

Lot Line Revision \$ ~~100~~ **200**

Re-inspection Fee (each occurrence) \$ ~~25~~ **50**

Extension of Permit (one time only - 6 months) \$ ~~25~~ **50**

Minor changes to permit \$ ~~25~~ **50**

Changes requiring Historic or Planning Review \$ 50

Minimum Fee for any Building Permit \$ ~~50~~ **100**

Construction without Approved Permit is Double regular fees

*This does not include any violation charges from **Oxford, County, or State depts.***

Critical Areas

Simplified Buffer Management Plan	\$ 25
Minor Buffer Management Plan (plus any engineering fees)	\$ 50
Major Buffer Management Plan (plus any engineering fees)	\$ 100
Buffer Fee in Lieu per square foot (plus Plan fee)	\$1.50

Flood Plain Mgmt

Plan Review (plus any engineering fees)	\$ 50 100
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Stormwater Mgmt

Plan Review – Residential (plus any engineering fees)	\$ 50
Plan Review – Commercial (plus any engineering fees)	\$ 100

Public Works

New Connection to Water (\$2500 if paying for vacant lot)	\$ 5000
New Connection to Sewer (\$2500 if paying for vacant lot)	\$ 5000
Water Meter (additional cost may apply)	\$ 1500
Sewer Connection Inspection (per visit requested)	\$ 25
Water Meter Installation Inspection (per visit requested)	\$ 25
Culvert Installation Inspection (plus any engineering fees)	\$ 25
Assistance with Plumbing Issues	\$ 25
Cut off/Cut on (one fee for winterizing)	\$ 25

Board of Port Wardens

Maintenance & Repair only	\$ 50
Construction	\$ 250
Mooring Application/Permit (Annual)	\$ 25

Board of Zoning Appeals

Request for Variance (includes advertising)*	\$ 300
Request for Special Exception (includes advertising)*	\$ 300
Each additional request for Variance at same hearing	\$ 25
*(plus any additional transcription or legal fees)	

- Refund of 50% if permit is pulled prior to Historic or Planning Review or if permit is turned down (Does not apply to Zoning Appeals)
- All Building Plans must be approved by Building Inspector
- Residential Sprinkler Plans require Fire Marshall approval and inspection
- Commercial Building Plans require Fire Marshall approval and inspection
- Commercial Building Plans require Architectural Engineer Seal
- Above permits and fees do not include or waive any required County, State or Federal permitting, impact fees or associated charges
- All fees are minimum, additional charges may be applied per the Town **Manager**
- All fees include in house reviews, when Professional review is required or requested by **Town Manager or the Planning Officer**, all Professional fees will be charged to property owner for which permit is requested
- Demolition/Rehabilitation of 60% or more of a building will be treated as new construction.

OTHER PERMITS AND FEES

Property Maintenance

Mowing (per 1 acre or less)	\$ 200
Mowing repeat violations (more than 1 mow per year)	\$ 300

Boat Slips / Trailer Parking

Trailer Parking Per Day	\$ 10
Trailer Parking Per Season (MD resident)	\$ 25
Trailer Parking Per Season (out of state)	\$ 50
Boat Slips – Resolution 1206, increases 3% each season	

Vendors/Peddlers

Produce Stand (Annual)	\$ 50
Vendor (up to 7 days)	\$ 50
Vendor (seasonal)	\$ 100
Vendor (annual)	\$ 300

Rental Property Licenses

Permit required biannually for all long term Rentals	fee waived
Permit required for each change of Ownership	fee waived
Inspection Fee (administrative cost waived)	\$ 35 50

Short Term Rentals

Short Term Rental Initial Set Up	\$ 200
Short Term Rental Each Renewal	\$ 100 200
<i>Inspection Fee (\$50 included above)</i>	

MISCELLANEOUS

Notary	n/c
Copies B/W	\$.25
Copies Color	\$.50
Fax – Local	n/c
Fax – Non-local	\$ 2.00
Information on CD	\$ 10.00
Animal License (neutered/spayed) (county sets)	\$ 5.00
Animal License (not neutered/spayed) (county sets)	\$ 25.00

** Fees for any services not listed here, will be set by Town **Manager** as needed

Oxford Police Parking Violations

Trailer parking at Tilghman Street w/o Permit	\$ 100
Parking in any marked No parking area	\$ 50
Parking on town property without permission	\$ 50
Administrative Fee for failure to pay violations (in state regs)	\$ 50
Administrative Fee for failure to pay violations (out of state)	\$ 75
Collections by outside agencies will be determined by contract	