

Town of Windham			
Master Fee Schedule			
of License, Permit, & Application Fees			
			FEE
CH	7	ALARM SYSTEMS	
		False Alarms	\$25
CH	11	AMUSEMENTS	
		Special Amusement Permit; Entertainment with dancer(s)	\$800
		Special Amusement Permit; Entertainment no dancer(s)	\$150
		Coin-Operated Devices	\$100
CH	15	ANIMALS	
		Dog License [7 M.R.S.A. § 3921]	
		Unaltered dog	\$11
		Spayed/neutered dog	\$6
		Late fee after Jan. 31	\$25
		Kennel License	
		Inspection fee for kennel license issuance	\$20
		Impoundment	
		Municipal Impoundment fee	\$25
		Municipal Impoundment fee; 2nd within year	\$50
		Municipal Impoundment fee; 3rd and more within year	\$100
CH	28	BUILDING CONSTRUCTION	
		Building Permit Application Fees	Residential/Commercial
		Finished Area	\$0.50 per sq. ft.
		Unfinished Area	\$0.45 per sq. ft.
		Demolition	\$50
		Swimming Pool	\$50
		Re-inspection Fee	\$100
		Building Without Permit	\$Double Amount of Permit Fee
		Renovation/Alteration Permit Application Fees	Residential/Commercial
		Up to \$5,000	\$50
		\$5,000 - \$10,000	\$60

		\$10,001 +	\$7 per thousand
		Electrical Permit Application Fees	Residential/Commercial
		Application Fee	\$50
		Overhead Service	\$30
		Underground Service	\$50
		New Construction / Alterations	\$0.06 per sq. ft / \$0.10 per sq. ft.
		Swimming Pool	\$50
		Generator	\$50
		Solar Panels	\$50 plus \$7/unit
		Mechanical Systems Application Fees	
		A/C System (Portable-Window Mounted) A/C not incl.	\$0.50 per 1,000 BTU
		Furnace Only	\$1 per 1,000 BTU
		Complete HVAC System	\$1.25 per 1,000 BTU
		Miscellaneous Permits	
		Change of Use (does not incl. building permit fees)	\$50
		Use/Events - Permanent	\$300
		Use/Events - Temporary	\$100
		Gas Hook-Up	\$50
		Moving	\$50
		Chimney only	\$50
		External/Internal Plumbing	
		Septic Surcharge	\$25
		Internal Plumbing Surcharge	\$25
		Minimum Lot Size Waiver	\$50
		Septic Field for Commercial Wash Bay	\$75
		Commercial Holding Tank	\$100
		Working Without Permit	Double Amount of Permit Fee
		Re-Inspection Fee	\$100
CH	34	CABLE TELEVISION	
		Cable Television Franchise Filing Fee	\$25
CH	39	CEMETERIES	
		One Gravesite - Windham resident	\$400

		One Gravesite - nonresident	\$500
		One lot (4 adjoining sites) - Windham resident	\$1,600
		One lot (4 adjoining sites) - nonresident	\$2,000
		Cremation Garden (2 sites) - Windham resident	\$200
		Cremation Garden (2 sites) - nonresident	\$275
CH	82	FLOODPLAIN MANAGEMENT	
		Flood Hazard Development Permit	\$50
CH	87	FOOD AND BEVERAGE BUSINESSES	
		Article I, Mobile Food Services	
		Annual pushcart license fee	\$50
		Annual mobile food service unit license fee	\$100
		Background check fee	\$20 per person
		Article II, Bottle Clubs	
		Bottle Club annual fee	\$100 + cost of Advertising
		Article III, Victualers	
		Victualer License - Food Only (no Liquor)	\$100
		Victualer License - With onsite consumption of beer & wine	\$250
		Victualer License - With onsite consumption of liquor	\$400
		Victualer License - Nonprofit Organization	\$1
		Article IV, Liquor Licenses	
		Application Fee	\$25
		Background Check (new Applicants only)	\$25
		Article V, Off-Premise Catering Licenses	
		Off-Premises Catering License	\$10 per day
CH	101	GROWTH MANAGEMENT	
		Growth Permit	\$100
CH	108	HISTORIC PRESERVATION	
		Certificate of Appropriateness Application	\$75
CH	120	LAND USE ORDINANCE	
		100 - General	
		Zone Change Request [Effective 7/28/2011]	\$600

	Contract Zone Request [Effective 7/28/2011]	\$800 (\$500 Review Escrow)
	500 - Performance Standards	
	Accessory Apartment (does not include building permit) [Effective 2/25/2020]	\$100
	Conditional Use [Effective 7/28/2011]	\$400 (\$250 Review Escrow)
	Farm Enterprise	\$50
	Home Occupation [Effective 2/25/2020]	
	Home Occupation 1	\$50
	Home Occupation 2	\$50
	Retail Sales, Outdoor [Effective 2/25/2020]	Major \$300 / Minor \$100
	Shipping Container	\$0.15 per sq ft
	Streets, Private Roads Not Part of a Subdivision	
	New Roadway (up to 2 lanes wide)	\$50 Application Fee plus
		0 ft - 100 ft= \$1.50 per linear ft;
		101 ft - 300 ft = \$0.75 per linear ft;
		301 ft - 1,000ft = \$0.50 per linear ft;
		1,000 ft + = \$0.25 per linear ft
	600 - Mineral Extraction [Effective 7/28/2011]	
	New Operation	\$100 + \$100/acre (\$500 Review Escrow)
	Expansion over 5 acres	\$100 + \$100/acre (\$500 Review Escrow)
	Renewal	\$50
	Renewal, Late Fee	\$50
	700 - Signs [Effective 2/25/2020]	
	Banner	\$50
	Construction	\$50
	Permanent Free Standing	\$50
	Permanent Building	\$50
	Construction/Subdivision	\$50
	Temporary	\$50
	800 - Site Plan Review	
	Development Team [Effective 10/22/2009]	(\$100 Review Escrow)
	Minor or Major Site Plan Sketch Plan [Effective 7/28/2011]	\$200 (\$300 Review Escrow)
	Minor Site Plan Final Plan [Effective 7/28/2011]	\$850 (\$2,000 Review Escrow)
	Major Site Plan Final Plan [Effective 7/28/2011]	\$1,300 plus \$25 each 1K s.f. over 5K s.f. GFA
		(Review Escrow: 2K to 5K s.f. GFA = \$2,000;
		5K to 15K s.f. GFA = \$3,000;

		15K to 35K s.f. GFA = \$4,000;
		over 35K s.f. GFA = \$5,000)
	Amended Site Plan - Each Revision [Effective 7/28/2011]	\$350 (\$250 Review Escrow)
	Minor Revision to Approved Site Plan	\$50
	900 - Subdivision Review	
	Development Team [Effective 10/22/2009]	\$100 Review Escrow
	Minor or Major Subdivision Sketch Plan [Effective 7/28/2011]	\$200 (\$300 Review Escrow)
	Minor Subdivision - Final Plan [Effective 7/28/2011]	\$900 1-4 Lots (\$1500 Review Escrow)
	Major Subdivision - Preliminary Plan [Effective 7/28/2011]	\$1,300 5-10 Lots + \$300 per lot over 10
		(Review Escrow: Up to 10 lots = \$2,500;
		11-15 lots = \$3,000; 16-30 lots = \$4,000;
		30+ lots = \$5,000)
	Major Subdivision - Final Plan	\$350 (\$250 Review Escrow)
	Amended Subdivision - Each Lot/Revision [Effective 7/28/2011]	\$350 (\$250 Review Escrow)
	1000 - Administration	
	Change of Use [Effective 2/25/2020]	\$50
	1100 - Board of Appeals	
	Variances & Appeals [Effective 7/28/2011]	\$400
	1200 - Impact Fees*	
	Sidewalk Impact Fee [Effective 6/7/2013]	5 feet of sidewalk x (GFA/100) x \$35 per foot
	Recreational Impact Fee (per dwelling unit) [Effective 4/10/2014]	
	Single Family Detached	\$1,080
	Single Family attached (duplex/condos)	\$800
	Manufactured Housing	\$800
	Multifamily (3+ unit) Apartment Structure	\$600
	Accessory Apartment	\$400
	North Route 302 Road Improvement Fee [Effective 8/26/2014]	\$382.65 per primary peak hour trip through Route 302/Anglers Rd/ Whites Bridge Rd intersection
	Open Space Impact Fee [Effective 2/28/2020]	Open Space Impact Fee [Effective 2/28/2020]
	Single-Family Home	
	2 or less bedroom	\$303
	3 bedrooms	\$493
	4 or more bedrooms	\$580
	Attached or Multifamily Housing or Accessory Apartment	
	1 bedroom	\$225
	2 bedrooms	\$355

	3 or more bedrooms	\$411
	Mobile Home in a MH Park	
	1 bedroom	\$267
	2 bedrooms	\$370
	3 or more bedrooms	\$632
	Public Safety Impact Fee [Effective 8/28/2020]	
	Residential Uses (per dwelling unit)	
	Single Family Detached	\$1,602
	Townhouse	\$1,379
	Two Unit Structure	\$1,406
	Multifamily (3+ Unit) Apartment Structure	\$1,008
	Manufactured Housing	\$1,264
	Senior Apartments (55+ or 62+)	\$1,828
	Nursing or Assisted Living Licensed Bed	\$3,519
	Commercial Uses (per square foot)	
	Retail-Food-Entertainment-Lodging	\$1.35
	Office, Banks, Professional Services	\$1.32
	Other General Commercial & Services	\$1.43
	Industrial, Transportation, Warehouse, Storage	\$0.63
	Private Institutional Except Licensed Care	\$2.04
	Medical Service Centers	TBD*
	Other Uses not specified	\$1.21
	Municipal Office Impact Fee	
	Residential Uses (per dwelling unit)	
	Single Family Detached	\$562
	Townhouse	\$468
	Two Unit Structure	\$468
	Multifamily (3+ Unit) Apartment Structure	\$333
	Manufactured Housing	\$421
	Senior Apartments (55+ or 62+)	\$333
	Nursing or Assisted Living Licensed Bed	\$333
	Commercial Uses (per square foot)	\$0.20
	<b>*Notes :</b>	
	● "K" = 1,000; ● "s.f." = Square Feet; ● "GFA" = Gross Floor Area ( See Section 300 Definitions )	
	● Postage - Notification cost requirement applies to all applications	
	● Performance Bonds & Post Approval Inspection Fee must be established with the Town prior to the commencement of construction.	

		● Building Permits - Contact the Code Enforcement Department or download from <a href="http://www.windhammaine.us">www.windhammaine.us</a>	
		● NPDES Post Construction Inspection Fee - See Post Construction Ordinance.	
		*See Section 1200 of the Windham Land Use Ordinance for more details and applicability. A project's impact fee shall be paid prior to the issuance of any building permits.	
CH	128	MARIJUANA BUSINESS LICENSING	(old fees)
		Adult Use Marijuana Store	\$10,000 new license / \$2,500 renewal license \$10,000
		Marijuana Cultivation Facility – Tier 1 (Up to 500 square feet plant canopy)	\$1,000 new license / \$1,000 renewal license \$1,000
		Marijuana Cultivation Facility – Tier 2 (500- 2,000 square feet plant canopy)	\$5,000 new license / \$1,500 renewal license \$5,000
		Marijuana Cultivation Facility – Tier 3 (2,000-7,000 square feet plant canopy)	\$7,500 new license / \$2,000 renewal license \$7,500
		Marijuana Cultivation Facility – Tier 4 (7,000-20,000 square feet plant canopy)	\$10,000 new license / \$2,500 renewal license \$10,000
		Marijuana Manufacturing Facility	\$2,500 new license / \$1,000 renewal license \$2,500
		Marijuana Manufacturing – High Hazard (manual or chemical)	\$5,000 new license / \$2,000 renewal license \$5,000
		Medical Marijuana Registered Caregiver– cultivation conducted on site	\$500 new license / \$300 renewal license \$500
		Medical Marijuana Caregiver (Home Occupation) – cultivation not conducted on site	\$300 new license / \$150 renewal license \$300
		Medical Marijuana Caregiver Retail Store	\$10,000 new license / \$2,500 renewal license \$10,000
		Medical Marijuana Dispensary	\$10,000 new license / \$2,500 renewal license \$10,000
		Marijuana Testing Facility	\$3,500 new license / \$1,000 renewal license \$3,500
		Education Fee – Payable for Each Licensed Marijuana Business Use	40% of License Fee (\$100 minimum); capped at \$1,000 40% of License Fee (\$100 minimum)
CH	131	MASS GATHERING	
		Non-Profit Organization (any size)	\$1
		For Profit Organization Minor Gathering (500-999 persons)	\$100
		For Profit Organizations Major Gathering (1000+ persons)	\$250
CH	137	MOTION-PICTURE THEATERS	
		Motion-Picture Theater License Application	\$200 per screen
CH	153	PAWNBROKERS AND SECONDHAND DEALERS	
		Pawn Shop License [Maine statutes, Title 30-A M.R.S.A. §3961]	\$50
CH	157	PEDDLING AND SOLICITING	
		Article 1 - Door to Door	

		Peddler/Solicitor	\$50 per peddler
		Background Check	\$20
CH	181	SEWERS	
		Residential/Commercial Connection	\$1,000/unit + \$20 inspection
		Industrial Connection	\$1,000/unit + \$20 inspection
		Readiness to serve fee [Effective July 1, 2020 through June 30, 2022]	\$30/month
		Readiness to serve fee [Effective July 1, 2022 through June 30, 2023]	\$30/month
		Readiness to serve fee [Effective July 1, 2023 through June 30, 2024]	\$30/month
		Sewer User fee [Effective July 1, 2021 through June 30, 2022]	\$48.84 per month minimum for 500 cubic feet or less of water use; and \$7.00 per 100 cubic feet in excess of the 500 cubic foot minimum
		Sewer User fee [Effective July 1, 2022 through June 30, 2023]	\$48.84 per month minimum for 500 cubic feet or less of water use; and \$7.75 per 100 cubic feet in excess of the 500 cubic foot minimum
		Sewer User fee [Effective July 1, 2023 through June 30, 2024]	\$48.84 per month minimum for 500 cubic feet or less of water use; and \$9.77 per 100 cubic feet in excess of the 500 cubic foot minimum
CH	185	SHORELAND ZONING*	
		Planning Board Review [Effective 10/24/2002]	\$100 + \$50 for Public Hearing
		Code Enforcement Review [Effective 11/26/2002]	
		Minor	\$50
		Major	\$100
		<i>*Note: All Applicants are responsible for postage costs of all notification requirements</i>	
CH	192	SOLID WASTE	
		Article 1 Disposal	
		Commercial	\$500
		Residential	\$500
		Article 2 Transporters	
		Commercial	\$500
		Residential	\$500
CH	201	STORMWATER MANAGEMENT	

		Art. I, Surface Water Protection	
		Soil and Erosion Control Permit [Effective 2/25/2020]	\$50
		Variance Application	\$200
		Art. II, Post-Construction Stormwater Management	
		Annual Certification Payment	\$50
CH	204	STREETS AND SIDEWALKS	
		Excavation permit	\$100
CH	215	TOWING AND TOWING BUSINESSES	
		License registration fee for rotation list	\$100 plus \$50 for each tow vehicle
		Maximum Rates for Towing Services	
		Non-crash tow	Daytime \$95 / Nighttime \$115
		Crash tow	Daytime \$110 / Nighttime \$130
		Snow removal tow	Daytime \$95 / Nighttime \$115
		Pull out same as non-crash	Daytime \$95 / Nighttime \$115
		Storage fees after 24 hours	Outside \$50 per day / Inside \$75 per day
		Recovery/extraction fees	\$90 per hour plus \$22.50 per 15 minutes after first hour
		After hours release between 6:00 PM and 6:00 AM, and when business is closed on weekends and holidays	\$35
CH	236	WIND ENERGY	
		Art. I, Small Wind Energy Ordinance	
		CEO Review	\$200 + mailing costs
		Planning Board Review	\$400 + mailing costs
CH	240	WIRELESS TELECOMMUNICATIONS FACILITIES*	
		Planning Board Review [Effective 7/28/2011]	\$400
		Co-Location Application	\$250
		<i>*Note : All Applicants are responsible for postage costs of all notification requirements</i>	
ADMINISTRATIVE FEES			
ASSESSING DEPARTMENT			
		Street Maps	\$3 Black & White, \$5 Color
		Photocopies	\$0.50 per page

FIRE-RESCUE DEPARTMENT			
		EMS Fees	
		BLS	\$700
		ALS-1	\$1,000
		ALS-2	\$1,400
		Per Transporting Mile	\$18
		Medic Intercept	\$300
		Fire Fees (per hour)	
		Ambulance	\$100
		Brush Truck	\$140
		Engine	\$125
		Extrication	\$400
		Ladder/Tower	\$150
		Personnel	Current Assigned Hourly Rate
		Squad Truck	\$125
		Tanker	\$125
		Permits/Reports	
		Sprinkler Permit	\$75
		Copy of Reports	\$10
		False/Nuisance (3 in 30 day period)	\$100
		Violations/Penalties	
		Second Offense	\$500
		Third Offense	\$1,000
		Fourth and any subsequent	\$2,000
		Inspections	
		Second Re-inspection	\$150
		Any subsequent re-inspection	\$300
		Fire Lane	
		Parked in lane	\$100
LIBRARY			
		Fax	Local: \$1 first page, \$.25 each additional page;
			Long Distance: \$3 first page, \$1 each additional page;
			Incoming fax: \$.25 per page

		Lost/Damaged Items	List price + \$3 processing fee
		Non-resident Usage Fee	\$25 annual
		Photocopies	\$.10/page black & white, \$.25/page color
PARKS & RECREATION DEPARTMENT			
		Dundee Park Season Passes	
		Windham Residents	\$65
		Windham Seniors	\$45
		Non-residents	\$80
		Non-resident Seniors	\$60
		Veterans & Active Military (Military ID required)	Same as senior rate
		Dundee Park Daily Rates	
		Windham Residents	\$5/adult; \$3/child (ages 2 -11)
		Non-Resident	\$6/adult; \$4/child
		All Seniors (55+)	\$4 anytime
		After 5:00 pm	\$3/adult; kids FREE
		Concert nights	FREE after 5:00pm
		Group Rates	\$3/person
POLICE DEPARTMENT			
		Report Records - Paper*	\$.10 per page for standard 8 1/2 x11 inch black and white copy of record
		Report Records - CD/DVD	\$10 per disc
		Crash Reports (state form 1320)	\$20 or \$15 by obtaining this online at <a href="http://buycrash.com">buycrash.com</a>
		Reports requiring extensive preparation*	\$25 per hour after 2nd hour (estimates available upon request)
		<i>*These fees are subject to change in accordance to MRSA Tite 1 Chapter 13 Section 408-a Subsection 8</i>	
PUBLIC WORKS DEPARTMENT			
		Street and Driveway Permits	\$100 per permit
		Street Signs	Varies by style
		Street Sign Post & Hardware	\$40.45
		Recycling Bins (available at town hall)	\$10 each
		Trash Bags (available at town hall)	\$13.50 per roll

TAX COLLECTION / MOTOR VEHICLE REGISTRATION			
		Demand+PO (Charged for lien notices)	\$3 plus cost of certified mail
		Insurance Fax	\$1
		Lien Fees	Cost at Registry of Deeds + Postage for certified mail
		Notary Service	\$5 per seal
		Passport Fees [Fees set by the US Department of State]	
		Recreational Vehicle Registrations (ATV, Snowmobiles, Boats) [Fees set by Department of Inland Fisheries pursuant to Title 12, Ch 933 §13003 as amended]	
		Vehicle Registrations [Fees set by the Secretary of State's Office, Department of Motor Vehicles pursuant to Title 29-A, §2 as amended]	
TOWN CLERK'S OFFICE			
		Dedimus Justice Service	Donation
		Genealogy Search	\$3 per record
		Marriage Ceremony	Donation
		Notary Service	\$5 per seal
		Photo Copies	\$.50 per page
		Voter Registration List [Fees set by the Secretary of State's Office Division of Corporations, Elections, & Commissions pursuant to Title 21-A]	