

Town of Windham
Master Fee Schedule
of License, Permit, & Application Fees
Last Amended by Council December 9, 2025

CH 7	ALARM SYSTEMS	FEE
	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
	Missed Scheduled Inspection	\$100
	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 per unit
* INTERNAL PLUMBING PERMIT FEES (*State Mandated)	
Plumbing code fixture fees:	
Minimum fee, including up to four fixtures	\$40
Each additional fixture	\$10
Hook-up to public sewer	\$10
Hook-up to existing subsurface system	\$10
Piping relocation with no new fixtures	\$10
Permit transfer	\$10
Surcharge fee (existing Town fee)	\$25
* SEPTIC SYSTEM PERMIT FEES (*State Mandated)	
Complete Disposal System Permits and Variances	
Engineered system	\$200 + \$15 DEP surcharge
Non-engineered system	\$250 + \$15 DEP surcharge
Primitive system (includes one alternative toilet)	\$100
Separate gray waste disposal field	\$35
Seasonal conversion permit	\$50
First time system variance	\$20
Permits for Separate Parts of a Disposal System	
Alternate toilet (only)	\$50
Disposal field only (engineered system)	\$150
Disposal field only (non-engineered system)	\$150
Treatment tank only (non-engineered system)	\$150
Treatment tank (engineered system)	\$80
Minimum Lot Size Waiver	\$50
Holding tank	\$100
Septic Surcharge fee (existing Town fee)	\$25
Other components (complete pump station, piping, other)	\$30
Re-inspection Fee	\$100
Late permit fee: A party who starts construction without first obtaining a plumbing permit will be subject to double the permit fee.	
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
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 <u>Accessory Dwelling Units (ADU)</u> (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 per acre (\$500 Review Escrow)
Expansion over 5 acres	\$100 + \$100 per 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. GI (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 10/14/2025]	5 feet of sidewalk x (GFA/100) x \$114 per (Engineering Note Report Cost Index)
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 302/Anglers Rd/ Whites Bridge Rd intersection
Open Space Impact Fee [Effective 2/28/2020]	
Single-Family Home	Open Space Impact Fee [Effective 2/28/2020]
2 or less bedroom	\$608
3 bedrooms	\$989
4 or more bedrooms	\$1,163
Attached or Multifamily Housing or Accessory Apartment	
1 bedroom	\$450
2 bedrooms	\$712
3 or more bedrooms	\$824
Mobile Home in a MH Park	
1 bedroom	\$535

2 bedrooms	\$743
3 or more bedrooms	\$1,267

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

*** Notes :**

- "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 www.windhammaine.us
- 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 im

CH 128	MARIJUANA BUSINESS LICENSING	
	Adult Use Marijuana Store	\$10,000 new license /
	Marijuana Cultivation Facility – Tier 1 (Up to 500 square feet plant canopy)	\$1,000 new license / :
	Marijuana Cultivation Facility – Tier 2 (500- 2,000 square feet plant canopy)	\$5,000 new license / :
	Marijuana Cultivation Facility – Tier 3 (2,000-7,000 square feet plant canopy)	\$7,500 new license / :
	Marijuana Cultivation Facility – Tier 4 (7,000-20,000 square feet plant canopy)	\$10,000 new license /
	Marijuana Manufacturing Facility	\$2,500 new license / :
	Marijuana Manufacturing – High Hazard (manual or chemical)	\$5,000 new license / :
	Medical Marijuana Registered Caregiver– cultivation conducted on site	\$500 new license / \$3
	Medical Marijuana Caregiver (Home Occupation) – cultivation not conducted on site	\$300 new license / \$1
	Medical Marijuana Caregiver Retail Store	\$10,000 new license /
	Medical Marijuana Dispensary	\$10,000 new license /
	Medical Marijuana Registered Dispensary with two locations	\$10,000 first location
	Marijuana Testing Facility	\$3,500 new license / :
	Education Fee – Payable for Each Licensed Marijuana Business Use	40% of License Fee (\$
		\$1,000 for Renewals :

*Education fee is capped if you have multiple businesses with the exact same legal name. If they are different a fee is paid for each.

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	
	A. SOUTH WINDHAM SEWER DISTRICT	
	Residential/Commercial Connection	\$1,000 per unit + \$20 insp

Industrial Connection	\$1,000 per unit + \$20 insp
Readiness to serve fee [Effective July 1, 2020 through June 30, 2022]	\$30 per month
Readiness to serve fee [Effective July 1, 2022 through June 30, 2023]	\$30 per month
Readiness to serve fee [Effective July 1, 2023 through June 30, 2024]	\$30 per month
Sewer User fee [Effective July 1, 2021 through June 30, 2022]	\$48.84 per month minimum

Sewer User fee [Effective July 1, 2022 through June 30, 2023]	\$48.84 per month minimum water use; and \$7.75 per
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excess of the 500 cubic foot minimum

Sewer User fee [Effective July 1, 2023 through February 29, 2024]	\$48.84 per month minimum for 500 cubic feet less of water use; and \$9.77 per 100 cubic feet
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Sewer User fee [Effective March 1, 2024]	\$51.00 per month minimum for 500 cubic feet
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B. NORTH WINDHAM SEWER DISTRICT

Buy-in Fee	\$3,500/unit
Buy-in Fee after January 1, 2026	\$5,000/unit
Readiness to Serve Fee [Effective April 1, 2026]	\$2,400/year
Sewer User Fee [Effective April 1, 2026]	\$16.00 per 100 cubic feet per month

excess of the 500 cubic foot minimum
excess of the 500 cubic foot minimum

CH 185 SHORELAND ZONING*

Planning Board Review [Effective 10/24/2002]	\$1	0 + \$50 for Public
Code Enforcement Review [Effective 11/26/2002]		
Clearing or Removal of Vegetation	\$7	5
Shoreland Zoning Review	\$2	0

**Note: All Applicants are responsible for postage costs of all notification requirements*

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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

Maximum Rates for Towing Services

Non-crash tow Daytime \$95 / Nighttin

Crash tow Daytime \$110 / Nighttti

Snow removal tow Daytime \$95 / Nighttin

Pull out same as non-crash Daytime \$95 / Nighttin

Storage fees after 24 hours Outside \$50 per day / I

Recovery/extraction fees \$90 per hour plus \$22..

After hours release between 6:00 PM and 6:00 AM, and when business is \$35

hour

closed on weekends and holidays

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] \$4 0

Co-Location Application \$2 0

** Note : All Applicants are responsible for postage costs of all notificatints*

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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
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LIBRARY Fax Local: \$1 first page, \$.25 ea
Incoming fax: \$.25 per page

Lost/Damaged Items List price + \$3 processing fee
Non-resident Usage Fee \$25 annual

Photocopies (self-service) \$.10 per page black & white, \$.25 per page co

**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 per adult; \$3 per child (ages 2 -11)
Non-Resident	\$6 per adult; \$4 per child
All Seniors (55+)	\$4 anytime
After 5:00 pm	\$3 per adult; kids FREE
Concert nights	FREE after 5:00pm
Group Rates	\$3 per person

POLICE DEPARTMENT

Report Records - Paper*	\$.50 per page for standard 8 1/2 x11 inch black
Report Records - CD/DVD	\$10 per disc
Crash Reports (state form 1320)	\$20 per report or \$15 by obtaining online at k
Reports requiring extensive preparation* (upon request)	\$25 per hour after 2nd hour (estimates available)

**These fees are subject to change in accordance to MRSA Title 1 Chapter 13 Section 408-a .*

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
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 1:	
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]

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Subsection 8

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2, Ch 933 §13003 as amended]

