

# Town of Bedford – Rate and Fee Schedule

*(Adopted 6/13/2019 & Updated Through 01/24/22 Council Decisions)*

*Please see Town Ordinances for more details*

ASSESSING																															
Assessing Cards	\$1.00																														
Copies up to 8.5” X 11.0”	\$.50																														
Copies larger than 8.5” X 11.0” up to 11.0” X 17.0”	\$1.00																														
Plotter Size	\$10.00																														
Custom Database Reports	\$50.00																														
BCTV																															
Program Copies	\$20.00																														
BUILDING / FIRE																															
<b>Apparatus, Equipment, and Vehicle Charge</b>	<b>Current FEMA Rate</b>																														
<b>Building Permit Rates</b> (does not include system fees) Minimum – \$50.00																															
1 & 2 Family & Accessory Structures	\$0.14/sq.ft.																														
All other use groups (controlled by IBC)	\$0.18/sq.ft.																														
<b>Building Permit Renewals</b>																															
1 <sup>st</sup> Renewal	25% of original fee																														
2 <sup>nd</sup> Renewal	50% of original fee																														
<b>Building Permit – Plan Review Fees</b>																															
1 & 2 Family	\$50.00 / unit																														
All other Use Groups	\$150.00 / building																														
<b>Commercial Kitchen Hood Exhaust Systems</b> (Installation, replacement, alteration)	\$50.00																														
<b>Current Impact Fee Rates – Fees Set by Planning Board</b>	<table style="width: 100%; border: none;"> <thead> <tr> <th style="border: none;"></th> <th style="border: none; text-align: center;"><u>School</u></th> <th style="border: none; text-align: center;"><u>Recreation</u></th> </tr> </thead> <tbody> <tr> <td style="border: none;">Single Family Detached</td> <td style="border: none; text-align: right;">\$9,148</td> <td style="border: none; text-align: right;">\$1,826</td> </tr> <tr> <td style="border: none;">Townhouse</td> <td style="border: none; text-align: right;">\$3,301</td> <td style="border: none; text-align: right;">\$1,369</td> </tr> <tr> <td style="border: none;">Duplex (per unit)</td> <td style="border: none; text-align: right;">\$3,515</td> <td style="border: none; text-align: right;">\$1,169</td> </tr> <tr> <td style="border: none;">Multi-Family (per unit)</td> <td style="border: none; text-align: right;">\$3,661</td> <td style="border: none; text-align: right;">\$1,102</td> </tr> <tr> <td style="border: none;">Manufactured Housing</td> <td style="border: none; text-align: right;">\$3,515</td> <td style="border: none; text-align: right;">\$1,169</td> </tr> <tr> <td style="border: none;">Accessory Dwelling Unit</td> <td style="border: none; text-align: right;">\$640</td> <td style="border: none; text-align: right;">\$519</td> </tr> <tr> <td style="border: none;">Age 55+ (per unit w/o restrictive covenants)</td> <td style="border: none; text-align: right;">20% of above fees</td> <td style="border: none; text-align: right;">same as above</td> </tr> <tr> <td style="border: none;">Age 55+ (per unit w/ “no children” covenants)</td> <td style="border: none; text-align: right;">\$0</td> <td style="border: none; text-align: right;">same as above</td> </tr> <tr> <td style="border: none;">Age 62 &amp; &gt;, Assisted Living / Nursing Homes</td> <td style="border: none; text-align: right;">\$0</td> <td style="border: none; text-align: right;">\$0</td> </tr> </tbody> </table>		<u>School</u>	<u>Recreation</u>	Single Family Detached	\$9,148	\$1,826	Townhouse	\$3,301	\$1,369	Duplex (per unit)	\$3,515	\$1,169	Multi-Family (per unit)	\$3,661	\$1,102	Manufactured Housing	\$3,515	\$1,169	Accessory Dwelling Unit	\$640	\$519	Age 55+ (per unit w/o restrictive covenants)	20% of above fees	same as above	Age 55+ (per unit w/ “no children” covenants)	\$0	same as above	Age 62 & >, Assisted Living / Nursing Homes	\$0	\$0
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<b>Demolition</b>																															
Residential (1 & 2 family dwelling)	\$50.00																														
All other use groups	\$150.00																														
<b>Display Processes / Carnivals</b>	\$50.00																														
<b>Drilling / Blasting</b>	\$50.00																														

<b>Electrical Wiring</b> (installation, replacement, alteration) Minimum All 1 & 2 Family Work All others	\$50.00 \$.014/sq .ft. \$0.018/sq.ft.
<b>Electrical Service</b> (new or upgrade – per meter) Up to & including 200A 201A – 1000A 1001A – up	\$50.00 \$125.00 \$275.00
<b>Fire Detail</b> Personnel	\$60.00/hr
<b>Fire Alarm</b> (installation, replacement, alteration) Minimum All systems	\$50.00 \$0.018/sq.ft.
<b>Fire Alarm</b> (new, replacement, or expansion) – <b>Plan Review</b> Areas 4000 sq ft or less Areas 4001 sq ft or greater	\$50.00 \$100.00
<b>Fire/EMS Report</b>	\$5.00
<b>Fire False Alarms</b> (2 allowed per calendar year – n/c) (1) Charge for 3rd alarm (2) Charge for 4th alarm (3) Charge for 5th alarm (4) Charge for 6th alarm (5) Charge for each subsequent alarm (New rates effective 11/6/19-Ordinance 2019-03 Chapter 130, Fire Prevention)	\$100.00 \$200.00 \$300.00 \$400.00 \$500.00 \$500.00/event
Blatant disregard for the protection of alarm system integrity and the lack of prudent precautions	
<b>Fireplaces or chimneys</b> (includes decorative gas appliances, wood & pellet stoves)	\$50.00 any construction type or fuel
<b>Gas Piping</b> (installation) Minimum Per appliance	\$50.00 \$10.00
<b>Low Voltage Wiring</b> (installation, replacement, alteration) Minimum 1 &2 Family (controlled by IRC) Commercial (controlled by IBC)	\$50.00 \$0.014/sq.ft. \$0.018/sq.ft.
<b>Mechanical Permits</b> (Installation, replacement, alteration) Minimum 1 & 2 Family (controlled by IRC) Commercial (controlled by IBC) Replacement units (burner permits)	\$50.00 \$0.014/sq.ft. \$0.018/sq.ft. \$50/unit
<b>Place of Assembly</b>	\$50.00
<b>Plumbing</b> (installation, replacement, alteration) Minimum 1 & 2 Family (controlled by IRC)	\$50.00 \$0.014/sq.ft.

Commercial (controlled IPC)		\$0.018/sq.ft.
<b>Septic Systems</b> (electrical permit for pumps - separate)		
New system installation		\$50.00
Septic tank only		\$25.00
Plan review prior to submission to DES		\$35.00
<b>Signs</b>		
“Open” Window Sign		\$50.00
Illuminated		\$100.00
Non-illuminated		\$75.00
Application Fee- Sandwich Board		\$100.00
Waiver Application Fee		\$100.00
Permanent Banner (w/conditional Use Permit)		\$50
<b>Sprinkler Systems / Fire Suppression</b>		
Minimum		\$50.00
All systems		\$0.018/sq.ft.
— <b>Plan review</b> (new, replacement or expansion)		
NFPA 13D (single family)		\$35.00
NFPA 13 & 13R – Areas 4000 sq.ft.		\$50.00
NFPA 13 & 13R – Areas > 4000 sq.ft.		\$100.00
<b>Swimming Pools</b>		
In-ground		\$100.00
Above ground		\$75.00
<b>Temporary Manufacturing</b>		\$25.00
<b>Tents</b>		
Residential		\$15.00/tent
Commercial		\$30.00/tent
<b>CEMETERIES</b>		
<b>Cemetery Plot</b>		
<b>1- Person</b>		\$750.00
<b>2-Person</b>		\$1,500.00
<b>4-Person</b>		\$3,000.00
<b>FINANCE / TAX COLLECTOR/MOTOR VEHICLE</b>		
<b>Auto Titles (Town Filing Fee)</b>	<b>RSA 261:4</b>	\$2.00
<b>Municipal Agent Fee</b>	<b>RSA 261:74 (d)</b>	\$3.00
<b>Renewal Mailing Fee</b>	<b>RSA41:9 (a)</b>	\$1.00
<b>Transportation Improvement Fund</b>	<b>RSA261:153-VI (a)</b>	\$5.00
<b>Duplicate Registration</b>		\$18.00
<b>Duplicate Decals</b>		\$4.00
<b>ECheck Payment Processing Fee (MV and Dog)*</b>		\$0.40
<b>ECheck Payment Processing Fee (Property Tax)*</b>		\$0.50
<b>Credit Card Convenience Fee (MV and Dog)*</b>		2.95% with \$1.95 minimum

<b>Credit Card Convenience Fee (Property Tax)*</b>	2.45% with \$3.95 minimum
<b>*Epayment fees are non refundable and remitted directly to the payment processor</b>	
<b>Regular Mailings</b>	Current postage rate
<b>Certified Mailing</b>	Current postage rate
<b>Returned Payment Handling Fee</b>	\$25.00
<b>Returned Check Bank Fee</b>	\$7.00
<b>Returned ACH or Credit Card Payments</b>	\$15.00
<b>Epayment Chargebacks</b>	\$25.00
<b>Notice of Impending Tax Lien</b>	\$19.25
<b>Lien Notices to Mortgagees</b>	\$18.50
<b>Notice of Impending Tax Deeds</b>	\$27.25
<b>Property Tax Receipt (waived for property owner)</b>	\$1.00
<b>Tax Delinquency Listing</b>	\$10.00 for each tax year
<b>Student Parking Passes in Town Lots</b>	\$125.00
<b>Replacement Student Parking Passes</b>	\$5.00
<b>Copies</b>	\$0.50
<b>FOOD SERVICE LICENSE</b>	
<b>Class A</b>	\$875.00
<b>Class B</b>	\$450.00
<b>Class C</b>	\$350.00
<b>Class D</b>	\$225.00
<b>Class E</b>	\$175.00
<b>Class F</b>	\$150.00
<b>Class G</b>	\$100.00
<b>Class H</b>	\$50.00
<b>Temporary &amp; Occasional (unless local non-profit group)</b>	\$75.00
<b>Class O</b>	No Charge
<b>HEALTH (Swimming Pool/Bathing Place/Spa Permit)</b>	
<b>Natural Bathing Place</b>	\$125.00
<b>Pool – Indoor</b>	\$175.00
<b>Pool – Outdoor</b>	\$125.00
<b>Spa up to 2 units</b>	\$125.00/each
<b>– Each additional hot tub/spa unit</b>	\$100.00
<b>HISTORIC DISTRICT COMMISSION</b>	
<b>Application Fee</b>	\$25.00
<b>Abutter notification</b>	Current postage rate

<b>LIBRARY (fees set by Library Trustees)</b>	
<b>Library Card</b>	
Resident	No Charge
Non-resident	\$100.00/year
<b>Overdue Books</b>	\$0.10/day
<b>Overdue Videos (New Releases)</b>	\$1.00/day
<b>Internet Copies</b>	
Black & White	\$0.10/page
Color	\$.50/page
<b>Copies (self service)</b>	\$0.10/page
<b>Fax</b>	\$1.00/page
<b>MISCELLANEOUS (ORDINANCES / REPORTS / MAPS)</b>	
<b>91-A Requests</b>	
Copies	\$.50/page
<b>Historic District Regulations</b>	\$.50/page
<b>Land and Development Control Regulations</b>	\$10.00
<b>Master Plan 2000</b>	\$.50/page
<b>Master Plan 2010</b>	\$.50/page
<b>Notary</b>	Residents – No Charge Non-Residents –\$5.00/signature
<b>Road Standards</b>	\$1.00
<b>Sewer Ordinance</b>	\$5.00
<b>Tax Maps</b>	\$1.00
<b>Total Ordinance</b>	\$20.00
<b>Town Charter</b>	\$5.00
<b>Zoning Ordinance</b>	\$.50/page
<b>Zoning Map</b>	\$10.00
<b>PARKS &amp; RECREATION</b>	
<b>Camp Witzel</b>	Resident/Nonresident
Registration Fee (pp)	\$25.00
5-Day Week	\$205.00 / \$215.00
4-Day Week	\$170.00 / \$180.00
3-Day Week	\$130.00 / \$140.00
2-Day Week	\$90.00 / \$100.00
Before & After Camp Care Fee	\$5.00/day
<b>Pool</b>	
– Daily	
Rate	\$5.00/person
Family Rate	\$15.00/family
Senior Citizen (60+)	No Charge

Non-Resident — <b>Season Pass</b> One Person Family Pass Family Pass with Sitter Senior Citizen (60+) Non-Resident *Guests of Season Pass Holders	Double Resident Rate  \$75.00 \$125.00 \$145.00 No Charge Double Resident Rate Resident Rate
<b>Town Hall</b> <b>Bedford residents &amp; private-for-profit organizations</b> Social Event - Less than 5 hours - 5-12 hours Meeting - Less than 5 hours - 5-12 hours  <b>Non-Bedford residents &amp; organizations</b> Private not-for-profit organizations / Other - Less than 5 hours - 5-12 hours	\$100.00 \$200.00  \$50.00 \$100.00  \$150.00 \$300.00
<b>PLANNING / PLANNING BOARD (Fees Set by Planning Board)</b>	
<b>Plotter Size Copies</b>	<b>\$10.00</b>
<b>Site Plan</b> <b>Administrative Approval</b> Base Charge <b>Conceptual Plan</b> Base Charge Abutter notification Fee (current USPS non-certified mail) <b>Design Review Plan</b> Base Charge Abutter notification Fee (current USPS certified mail)  <b>Final Approval</b> Base Charge Abutter notification Fee (current USPS certified mail) Square Foot Fee <b>Site Plan Renewal, Condo Conversion, Home Occupation, Change of Use, Waiver</b> Base Charge Abutter Notification Fee (current USPS certified mail)	\$100.00  \$50.00 Current postage & Cert. rate /abutter  \$250.00 Current postage & Cert. rate /abutter  \$250.00 Current postage & Cert. rate /abutter \$100.00/1,000 sq. ft.  \$100.00 Current postage & Cert. rate /abutter
<b>Subdivision</b> — <b>Conceptual Plan</b> Base Charge Abutter notification Fee (current USPS non-certified mail) — <b>Design Review Plan</b> Base Charge Abutter notification Fee (current USPS certified mail)	\$50.00 Current postage rate/abutter  \$250.00 Current postage & Cert. rate /abutter

<b>Final Approval</b> Base Charge Abutter notification Fee (current USPS certified mail) Lot/Unit Fee Recording Fees <b>— Lot Line Adjustment</b> Base Charge Abutter notification Fee (current USPS certified mail) Recording Fees	\$250.00 Current postage & Cert. rate /abutter \$100.00 per lot/unit Verify current fees with registry  \$100.00 Current postage & Cert. rate /abutter Verify current fees with registry
<b>POLES &amp; WIRES COMMITTEE</b>	
<b>Right-of-Way Utilities &amp; Equipment Installation</b> (New rate effective 11/8/21)	\$100.00
<b>POLICE</b>	
<b>Accident Report</b>	\$20.00 (first 15 pages) \$2.00 each additional page
<b>Arrest Report</b>	\$20.00 (first 15 pages) \$2.00 each additional page
<b>Fingerprints</b> Fingerprints are taken on Saturday mornings between the hours of 9am-12PM unless the facility is unavailable. Please bring proof of residency if your driver's license does not reflect a Bedford address.	Resident – \$15.00 Non-Resident – \$50.00
<b>Good Citizen Letter</b>	\$10.00
<b>Incident Report</b>	\$5.00
<b>Photographs/Videos/Audio Recordings</b>	\$25.00/CD
<b>Offense Reports</b>	\$20.00 (first 15 pages) \$2.00 each additional page
<b>Pistol Permit (4 years)</b> Resident	\$10.00
<b>Police False Alarms</b> (2 allowed during any 12 month period – n/c) 1 <sup>st</sup> 2 <sup>nd</sup> 3 <sup>rd</sup> 4 <sup>th</sup> 5 <sup>th</sup>	\$25.00 \$50.00 \$75.00 \$100.00 \$200.00
<b>Police Detail</b> No cruiser With cruiser	\$65.00/hr \$85.00/hr
<b>PUBLIC WORKS</b>	
<b>Deduct Water Meter</b> Commercial Residential	\$100.00 \$50.00

<b>Driveway Permit Application</b>	No Charge (subject to change)
<b>Sewer Accessibility Fee</b> (One time charge per gallon) Commercial & Residential	\$5.91/gallon
<b>Sewer Connect</b> Commercial Residential	\$100.00 \$50.00
<b>Street Opening Permit</b>	\$25.00
<b>Drainage/Stormwater Management System</b> (Infiltration system, detention basin, retention basin, underground treatment/storage BMP) Minimum Per system Per acre of contributing drainage area	\$5,000.00 \$1,000.00 \$2,500.00
<b>TOWN CLERK</b>	
<b>Vital Records- Certified Copies</b> (Birth Certificates and Death Certificates)	\$15.00 (first copy) \$10.00 each additional copy when purchased at the same time.
<b>Corrections</b>	\$10.00
<b>Marriage Licenses</b> Certified Copies	\$50.00 \$15.00 (first copy) \$10.00 each additional copy when purchased at the same time.
<b>UCC Search Fee</b>	\$15.00
<b>Dog Licenses</b>	\$10.00 / \$7.00 if neutered \$2.00 for seniors (for first dog)
<b>Dog Replacement Tag</b>	\$1.00
<b>Dog License Late Fee</b>	\$1.00 per month after May 31 <sup>st</sup>
<b>Dog Violations (Civil Forfeiture fine) per dog</b>	\$25.00
<b>Running at Large</b>	\$50.00
<b>Nuisance Offense</b> 2 <sup>nd</sup> Nuisance Offense	\$25.00 \$100.00
<b>Unlicensed Dog</b>	\$25.00
<b>Menace Offense</b> 2 <sup>nd</sup> Menace Offense	\$50.00 \$200.00
<b>Vicious Offense</b> 2 <sup>nd</sup> Vicious Offense	\$100.00 \$400.00
<b>Copies</b>	\$0.50 per page
<b>Voter List – CD/Paper</b>	\$50.00

<b>Notary</b>	Residents – No Charge Non-Residents –\$5.00/signature
<b>Pawnbroker</b>	\$50.00
<b>Pole fees</b>	\$10.00 per pole
<b>Article of Agreement</b>	\$5.00
<b>TOWN COUNCIL / TOWN MANAGER</b>	
<b>Christmas Tree License</b>	\$10.00/year
<b>Copies</b>	\$0.50/page
<b>Employment License</b>	\$15.00/year
<b>Entertainment License</b>	\$120.00/year
<b>Hawkers &amp; Vendors License</b>	\$20.00/day \$50.00/week \$200.00/month \$600.00/year
<b>Special Event Sign / Banner Permits</b>	No Charge
<b>Sandwich Board Sign Permit Application</b>	\$100.00/year
<b>TRANSFER STATION</b>	
<b>Commercial Rates</b>	
Brush	\$110.00/ton
Compost	\$110.00/ton
Construction Demo	\$150.00/ton
Household Rubbish	\$150.00/ton
Roofing Shingles	\$150.00/ton
TVs and Monitors – 13” or less (measured digitally)	\$10.00/each
TV’s and Monitors – greater than 13” (measured digitally)	\$15.00/each
<b>Loading of Wood Chips into Commercial Vehicles</b>	
Six Wheeled Dump Bodied Trucks	\$25.00/load
Tractor Trailered Dump Bodied Trucks	\$75.00/load
Tri-Axle Dump Bodied Trucks	\$35.00/load
<b>Residential</b>	
Air Conditioners	\$5.00/each
Building Materials (brought by resident)	\$130.00/ton
Furniture (brought by resident)	\$130.00/ton
Household Refuse (brought by resident)	No Charge
Propane Tanks	\$5.00/each
Mattress (single [twin])/box spring	\$5.00 each
Mattress (large [double, queen, king])/box spring	\$10.00/each
Push Lawn Mowers and Snow Blowers	\$10.00/each
Recyclables (brought by resident)	\$5.00/each
Riding Mowers	\$15.00/each
Roofing Shingles (brought by resident)	\$130.00/ton
TV’s and Monitors – 13” or less (measured digitally)	\$10.00/each
TV’s and Monitors – greater than 13” (measured digitally)	\$15.00/each

Washers, dryers, water heaters, dishwashers, refrigerators (remove door), stoves, etc.	\$15.00/each
<b>Tires</b> Residents Disposing of Tires Commercial Truck Off Road/Heavy Equipment	\$5.00/each \$10.00/each \$15.00/each
<b>ZONING / ZONING BOARD (Fees set by Zoning Board)</b>	
<b>Application Fee</b> Commercial Residential Abutter Notification Fee (current USPS certified mail)	\$200.00 \$100.00 Current postage & Cert. rate /abutter
<b>Telecommunications Towers Application</b> Base Fee Abutter notification Fee (current USPS certified mail)	\$750.00 Current postage & Cert. rate /abutter

*Some fees may be waived by the appropriate official*

**Town Council Approved: June 12, 2019**  
**Effective: June 13, 2019**