

Town of Bedford – Rate and Fee Schedule

(Adopted 6/13/2019 & Updated Through 01/11/23 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	
Apparatus, Equipment, and Vehicle Charge	Current FEMA Rate
Building Permit Rates (does not include system fees) Minimum – \$50.00	
1 & 2 Family & Accessory Structures	\$0.18/sq.ft.
All other use groups (controlled by IBC)	\$0.23/sq.ft.
Building Permit Renewals	
1 st Renewal	25% of original fee
2 nd Renewal	50% of original fee
Building Permit – Plan Review Fees	
1 & 2 Family (up to 10,000SF)	\$75.00 / unit
1 & 2 Family (over 10,000SF)	\$75.00 / unit
All other Use Groups	\$150.00 / building
Commercial Kitchen Hood Exhaust Systems (Installation, replacement, alteration)	\$150.00
Current Impact Fee Rates – Fees Set by Planning Board	
Single Family Detached	\$6,922
Townhouse	\$3,364
Duplex (per unit)	\$4,188
Multi-Family (per unit)	\$2,694
Manufactured Housing	\$2,829
Accessory Dwelling Unit	\$678
Age 55+ (per unit w/o restrictive covenants)	20% of above fees
Age 55+ (per unit w/ “no children” covenants)	\$0
Age 62 & >, Assisted Living / Nursing Homes	\$0
Demolition	
Residential (1 & 2 family dwelling)	\$50.00
All other use groups	\$150.00
Display Processes / Carnivals	\$50.00
Drilling / Blasting	\$100.00

Electrical Wiring (installation, replacement, alteration) Minimum All 1 & 2 Family Work All others	\$50.00 \$.018/sq .ft. \$0.023/sq.ft.
Electrical Service (new or upgrade – per meter) Up to & including 200A 201A – 1000A 1001A – up	\$50.00 \$125.00 \$275.00
Fire Detail Personnel	\$60.00/hr
Fire Alarm (installation, replacement, alteration) Minimum All systems	\$50.00 \$0.023/sq.ft.
Fire Alarm (new, replacement, or expansion) – Plan Review Areas 4000 sq ft or less Areas 4001 sq ft or greater	\$50.00 \$100.00
Fire/EMS Report	\$5.00
Fire False Alarms (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	
Fireplaces or chimneys (includes decorative gas appliances, wood & pellet stoves)	\$50.00 any construction type or fuel
Gas Piping (installation) Minimum Per appliance	\$50.00 \$10.00
Low Voltage Wiring (installation, replacement, alteration) Minimum 1 &2 Family (controlled by IRC) Commercial (controlled by IBC)	\$50.00 \$0.018/sq.ft. \$0.023/sq.ft.
Mechanical Permits (Installation, replacement, alteration) Minimum 1 & 2 Family (controlled by IRC) Commercial (controlled by IBC) Replacement units (burner permits)	\$50.00 \$0.018/sq.ft. \$0.023/sq.ft. \$50/unit
Place of Assembly	\$50.00
Plumbing (installation, replacement, alteration) Minimum	\$50.00

1 & 2 Family (controlled by IRC)		\$0.018/sq.ft.
Commercial (controlled IPC)		\$0.023/sq.ft.
Septic Systems (electrical permit for pumps - separate)		
New system installation		\$50.00
Septic tank only		\$25.00
Plan review prior to submission to DES		\$35.00
Signs		
“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
Sprinkler Systems / Fire Suppression		
Minimum		\$50.00
All systems		\$0.023/sq.ft.
— Plan review (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
Swimming Pools		
In-ground		\$150.00
Above ground		\$75.00
Temporary Manufacturing		\$50.00
Tents		
Residential		\$15.00/tent
Commercial		\$30.00/tent
CEMETERIES		
Cemetery Plot		
1- Person		\$750.00
2-Person		\$1,500.00
4-Person		\$3,000.00
FINANCE / TAX COLLECTOR/MOTOR VEHICLE		
Auto Titles (Town Filing Fee)	RSA 261:4	\$2.00
Municipal Agent Fee	RSA 261:74 (d)	\$3.00
Renewal Mailing Fee	RSA41:9 (a)	\$1.00
Transportation Improvement Fund	RSA261:153-VI (a)	\$5.00
Duplicate Registration		\$18.00
Duplicate Decals		\$4.00
ECheck Payment Processing Fee (MV and Dog)*		\$0.40
ECheck Payment Processing Fee (Property Tax)*		\$0.50

Credit Card Convenience Fee (MV and Dog)*	2.95% with \$2.95 minimum
Credit Card Convenience Fee (Property Tax)*	2.45% with \$3.95 minimum
*Epayment fees are non refundable and remitted directly to the payment processor	
Regular Mailings	Current postage rate
Certified Mailing	Current postage rate
Returned Payment Handling Fee	\$25.00
Returned Check Bank Fee	\$7.00
Returned ACH or Credit Card Payments	\$15.00
Epayment Chargebacks	\$25.00
Notice of Impending Tax Lien	\$19.25
Lien Notices to Mortgagees	\$18.50
Notice of Impending Tax Deeds	\$27.25
Property Tax Receipt (waived for property owner)	\$1.00
Tax Delinquency Listing	\$10.00 for each tax year
Student Parking Passes in Town Lots	\$125.00
Replacement Student Parking Passes	\$5.00
Copies	\$0.50
FOOD SERVICE LICENSE	
Class A	\$875.00
Class B	\$450.00
Class C	\$350.00
Class D	\$225.00
Class E	\$175.00
Class F	\$150.00
Class G	\$100.00
Class H	\$50.00
Temporary & Occasional (unless local non-profit group)	\$75.00
Class O	No Charge
HEALTH (Swimming Pool/Bathing Place/Spa Permit)	
Natural Bathing Place	\$125.00
Pool – Indoor	\$175.00
Pool – Outdoor	\$125.00
Spa up to 2 units	\$125.00/each
– Each additional hot tub/spa unit	\$100.00
HISTORIC DISTRICT COMMISSION	
Application Fee	\$25.00
Abutter notification	Current postage rate

LIBRARY (fees set by Library Trustees)	
Library Card	
Resident	No Charge
Non-resident	\$100.00/year
Overdue Books	\$0.10/day
Overdue Videos (New Releases)	\$1.00/day
Internet Copies	
Black & White	\$0.10/page
Color	\$.50/page
Copies (self service)	\$0.10/page
Fax	\$1.00/page
MISCELLANEOUS (ORDINANCES / REPORTS / MAPS)	
91-A Requests	
Copies	\$.50/page
Historic District Regulations	\$.50/page
Land and Development Control Regulations	\$10.00
Master Plan 2000	\$.50/page
Master Plan 2010	\$.50/page
Notary	Residents – No Charge Non-Residents –\$5.00/signature
Road Standards	\$1.00
Sewer Ordinance	\$5.00
Tax Maps	\$1.00
Total Ordinance	\$20.00
Town Charter	\$5.00
Zoning Ordinance	\$.50/page
Zoning Map	\$10.00
PARKS & RECREATION	
Camp Witzel	Resident/Nonresident
Registration Fee (pp)	\$30.00
5-Day Week	\$300.00 / \$315.00
4-Day Week	\$255.00 / \$270.00
3-Day Week	\$215.00 / \$230.00
2-Day Week	\$175.00 / \$190.00
Before & After Camp Care Fee	\$10.00 / day
Pool	
– Daily	
Rate	\$5.00 / person
Family Rate	\$25.00 / family

Senior Citizen (60+) Non-Resident — Season Pass One Person Family Pass Family Pass with Sitter Senior Citizen (60+) Non-Resident *Guests of Season Pass Holders	No Charge Double Resident Rate \$100.00 \$150.00 \$170.00 No Charge Double Resident Rate Resident Rate
Town Hall Bedford residents & private-for-profit organizations Social Event - Less than 5 hours - 5-12 hours Meeting - Less than 5 hours - 5-12 hours Non-Bedford residents & organizations 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
PLANNING / PLANNING BOARD (Fees Set by Planning Board)	
Plotter Size Copies	\$10.00
Site Plan Administrative Approval Base Charge Conceptual Plan Base Charge Abutter notification Fee (current USPS non-certified mail) Design Review Plan Base Charge Abutter notification Fee (current USPS certified mail) Final Approval Base Charge Abutter notification Fee (current USPS certified mail) Square Foot Fee Site Plan Renewal, Condo Conversion, Home Occupation, Change of Use, Waiver 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
Subdivision — Conceptual Plan Base Charge Abutter notification Fee (current USPS non-certified mail) — Design Review Plan Base Charge	 \$50.00 Current postage rate/abutter \$250.00

Abutter notification Fee (current USPS certified mail)	Current postage & Cert. rate /abutter
Final Approval	
Base Charge	\$250.00
Abutter notification Fee (current USPS certified mail)	Current postage & Cert. rate /abutter
Lot/Unit Fee	\$100.00 per lot/unit
Recording Fees	Verify current fees with registry
— Lot Line Adjustment	
Base Charge	\$100.00
Abutter notification Fee (current USPS certified mail)	Current postage & Cert. rate /abutter
Recording Fees	Verify current fees with registry
POLES & WIRES COMMITTEE	
Right-of-Way Utilities & Equipment Installation <small>(New rate effective 11/8/21)</small>	\$100.00
POLICE	
Accident Report	\$20.00 (first 15 pages) \$2.00 each additional page
Arrest Report	\$20.00 (first 15 pages) \$2.00 each additional page
Fingerprints 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
Good Citizen Letter	\$10.00
Incident Report	\$5.00
Photographs/Videos/Audio Recordings	\$25.00/CD
Offense Reports	\$20.00 (first 15 pages) \$2.00 each additional page
Pistol Permit (4 years) Resident	\$10.00
Police False Alarms (2 allowed during any 12 month period – n/c)	
1 st	\$25.00
2 nd	\$50.00
3 rd	\$75.00
4 th	\$100.00
5 th	\$200.00
Police Detail No cruiser With cruiser	\$65.00/hr \$85.00/hr
PUBLIC WORKS	
Deduct Water Meter Commercial Residential	\$100.00

	\$50.00
Driveway Permit Application	No Charge (subject to change)
Sewer Accessibility Fee (One time charge per gallon) Commercial & Residential	\$5.91/gallon
Sewer Connect Commercial Residential	\$100.00 \$50.00
Street Opening Permit	\$25.00
Drainage/Stormwater Management System (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
TOWN CLERK	
Vital Records- Certified Copies (Birth Certificates and Death Certificates)	\$15.00 (first copy) \$10.00 each additional copy when purchased at the same time.
Corrections	\$10.00
Marriage Licenses Certified Copies	\$50.00 \$15.00 (first copy) \$10.00 each additional copy when purchased at the same time.
UCC Search Fee	\$15.00
Dog Licenses	\$10.00 / \$7.00 if neutered \$2.00 for seniors (for first dog)
Dog Replacement Tag	\$1.00
Dog License Late Fee	\$1.00 per month after May 31 st
Dog Violations (Civil Forfeiture fine) per dog	\$25.00
Running at Large	\$50.00
Nuisance Offense 2 nd Nuisance Offense	\$25.00 \$100.00
Unlicensed Dog	\$25.00
Menace Offense 2 nd Menace Offense	\$50.00 \$200.00
Vicious Offense 2 nd Vicious Offense	\$100.00 \$400.00
Copies	\$0.50 per page

Voter List – CD/Paper	\$50.00
Notary	Residents – No Charge Non-Residents –\$5.00/signature
Pawnbroker	\$50.00
Pole fees	\$10.00 per pole
Article of Agreement	\$5.00
TOWN COUNCIL / TOWN MANAGER	
Christmas Tree License	\$10.00/year
Copies	\$0.50/page
Employment License	\$15.00/year
Entertainment License	\$120.00/year
Hawkers & Vendors License	\$20.00/day \$50.00/week \$200.00/month \$600.00/year
Special Event Sign / Banner Permits	No Charge
Sandwich Board Sign Permit Application	\$100.00/year
TRANSFER STATION	
Commercial Rates	
Brush	\$110.00/ton
Compost	\$110.00/ton
Construction Demo	\$185.00/ton
Household Rubbish	\$185.00/ton
Roofing Shingles	\$185.00/ton
TVs and Monitors – 13” or less (measured digitally)	\$15.00/each
TV’s and Monitors – greater than 13” (measured digitally)	\$15.00/each
Loading of Wood Chips into Commercial Vehicles	
Six Wheeled Dump Bodied Trucks	\$25.00/load
Tractor Trailered Dump Bodied Trucks	\$75.00/load
Tri-Axle Dump Bodied Trucks	\$35.00/load
Residential	
Air Conditioners	\$10.00/each
Building Materials (brought by resident)	\$165.00/ton
Furniture (brought by resident)	\$165.00/ton
Household Refuse (brought by resident)	No Charge
Propane Tanks	\$5.00/each
Mattress (single [twin])/box spring	\$25.00 each
Mattress (large [double, queen, king])/box spring	\$25.00/each
Push Lawn Mowers and Snow Blowers	\$15.00/each
Recyclables (brought by resident)	No Charge
Riding Mowers	\$15.00/each
Roofing Shingles (brought by resident)	\$165.00/ton
TV’s and Monitors – 13” or less (measured digitally)	\$15.00/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
Tires	
Residents Disposing of Tires	\$5.00/each
Commercial Truck	\$25.00/each
Off Road/Heavy Equipment	\$30.00/each
ZONING / ZONING BOARD (Fees set by Zoning Board)	
Application Fee	
Commercial	\$200.00
Residential	\$100.00
Abutter Notification Fee (current USPS certified mail)	Current postage & Cert. rate /abutter
Telecommunications Towers Application	
Base Fee	\$750.00
Abutter notification Fee (current USPS certified mail)	Current postage & Cert. rate /abutter

Some fees may be waived by the appropriate official

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