

# CITY OF PORTSMOUTH PROPOSED SCHEDULE OF FEES FISCAL YEAR 2027



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The City of Portsmouth Fee Schedule is governed by City Ordinance Chapter 1 Article XVI: Adoption of Fees by Budget Resolution. This ordinance was adopted for the purpose of creating a more efficient system for the City to adopt and adjust municipal fees.

To the extent permitted by law and notwithstanding any ordinance previously adopted to the contrary, all municipal fees, whether established by ordinance or otherwise shall be adopted and may be amended by resolution during the annual budget adoption process.

Any municipal fee which is not in the final resolution adopted during the annual budget process, or any municipal fee which is determined to require a process other than adoption by annual budget resolution, shall remain at the level at which it was last validly adopted by the City.

Fee revenue in the General Fund raises approximately 2% of total General Fund Revenue.

The following are the FY 2027 Departments with recommended fee changes:

Department	Page
City Clerk	6, 8, 9
Planning & Sustainability	12, 13, 14
Fire	26, 28, 29
Public Works	31, 33
Health	41
Parking/Transportation	43, 44
Water/Sewer	48, 49, 50, 51, 52
Prescott Park	56, 57, 58, 59, 60, 61

Statistics On Local Fees Governed  
by the Fee Committee and Local Ordinance:  
Chapter 1, Article XVI.

**GENERAL FUND**

FY 2026 Budget	\$149,894,940
Fees as a percentage of total General Fund Revenues:	2%

**Local Fees, Licenses, Permits portion of Budgeted Revenues:**

	FY 26 General Fund
Department	Budgeted Revenues From Fees
City Clerk	\$33,000
Planning	\$180,000
Inspection	\$1,900,000
Police	\$30,000
Fire	\$105,000
Public Works	\$185,600
Recreation	\$406,000
Health	\$110,000
<b>Total Local Fees, Licenses and Permits</b>	
<b>Portion of GF</b>	<b>\$2,949,600</b>

City of Portsmouth  
 Fee Schedule  
 Finance Department

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2025 Schedule</u>	<u>FY 2026 Schedule</u>	<u>* (Indicates change from current fee)</u>	<u>Suggested FY 2027 Schedule</u>
Non Sufficient Funds check processing fee	Pre FY 02	\$30.00	\$30.00	Per check	\$30.00
(1) Any copy made for non-City use	Pre FY 02	\$2.00	\$2.00	1st copy	\$2.00
(1) all subsequent pages	Pre FY 02	\$0.50	\$0.50	All subsequent pages	\$0.50
If electronic record - Per City Council Policy					
City Council Policy #2024-02	FY 25	\$1.00	\$1.00	Per record	\$1.00
(1) USB Drive for transfer of electronic files	FY 18	\$8.00	\$8.00		\$8.00
(1) Note: City records subject to Right to Know requests can be viewed at City Hall or downloaded free onto personal USB drives.					
All copies made on 11 x 17 pages	Pre FY 02	\$0.50	\$0.50	Per copy	\$0.50
Tax bills prepared for parties other than owners	Pre FY 02	\$2.00	\$2.00	1st copy	\$2.00
Tax Card/Tax Map from laser printer (Free to property owner)	FY 04	\$1.00	\$1.00	Each print	\$1.00
Standard Assessing mailing list file	Pre FY 02	\$75.00	\$75.00		\$75.00
Assessor created export file	FY 17	\$150.00	\$150.00		\$150.00
Tax Delinquency file	Pre FY 02	\$300.00	\$300.00		\$300.00
DVD copies of City related events	Pre FY 02	\$10.00	\$10.00		\$10.00

City of Portsmouth  
 Fee Schedule  
 City Clerk

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2025 Schedule</u>	<u>FY 2026 Schedule</u>	<u>* (Indicates change from current fee)</u>	<u>Suggested FY 2027 Schedule</u>
<b><u>Chapter 6: Article I Section 109C</u></b>					
Licenses-Gen. Provisions					
Duties of licensee					
Change Location of Licensed Business	Pre FY 02	\$1.00	\$1.00	Per occurrence	\$1.00
<b><u>Chapter 6: Article I Section 110B</u></b>					
Licenses-Gen. Provisions					
Transfer of License	Pre FY 02	\$10.00	\$10.00	Per occurrence	\$10.00
<b><u>Chapter 6: Article II Section 201</u></b>					
Billiards and Bowling License	FY 14	\$25.00	\$25.00	Per year, per table or lane	* \$30.00
<b><u>Chapter 6: Article III Section 302</u></b>					
Model Slot Car Racing License	Pre FY 02	\$25.00	\$25.00	Per year	\$25.00
<b><u>Chapter 6: Article IV Section 403C</u></b>					
Coin Operated Amusement Devices License	FY 03	\$75.00	\$75.00	For each of the first 30 machines, per year	* \$100.00
	FY 03	\$10.00	\$10.00	For each machine over 30, per year	* \$15.00
<b><u>Chapter 6: Article V Section 502</u></b>					
Boxing and Wrestling License	Pre FY 02	\$10.00	\$10.00	Each day	* \$15.00
<b><u>Chapter 6: Article VI Section 602</u></b>					
Dancing License	Pre FY 02	\$10.00	\$10.00	Per dance	\$10.00

City of Portsmouth  
 Fee Schedule  
 City Clerk

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2025 Schedule</u>	<u>FY 2026 Schedule</u>	<u>* (Indicates change from current fee)</u>	<u>Suggested FY 2027 Schedule</u>
<b><u>Chapter 6: Article IX Section 901C12</u></b>					
<b>Circus License</b>					
<b>Amusement Devices</b>	Pre FY 02	\$30.00	\$30.00	Per day	\$30.00
<b>Carnivals (For Operation)</b>	Pre FY 02	\$125.00	\$125.00	Per day	\$125.00
<b>Including Each Amusement Device</b>	Pre FY 02	\$30.00	\$30.00	Per day	\$30.00
<b>Circus (For Operation)</b>	Pre FY 02	\$125.00	\$125.00	Per day	\$125.00
<b>Including Each Amusement Device</b>	Pre FY 02	\$30.00	\$30.00	Per day	\$30.00
<b>Fairs (For Operation)</b>	Pre FY 02	\$10.00	\$10.00	Per day	\$10.00
<b>Including Each Amusement Device</b>	Pre FY 02	\$5.00	\$5.00	Per day	\$5.00
<b>Temporary Structures</b>	Pre FY 02	\$10.00	\$10.00	Per day	\$10.00
<b><u>Chapter 6: Article IX Section 902</u></b>					
<b>Total fee for Circus license shall not be less than</b>	Pre FY 02	\$75.00	\$75.00	Per day	\$75.00
<b><u>Chapter 6: Article I Section 6.107</u></b>					
<b>Theatricals, Parades, Open Air Meetings License</b>	Pre FY 02	\$300.00	\$300.00	Not to exceed per day	\$300.00
<b>License to exhibit in any hall</b>	Pre FY 02	\$50.00	\$50.00	Not to exceed per day	\$50.00

City of Portsmouth  
 Fee Schedule  
 City Clerk

Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule	* (Indicates change from current fee)	Suggested FY 2027 Schedule
<b><u>Chapter 6: Article XIII Section 1316</u></b>					
Hawkers and Peddlers License	Pre FY 02	\$250.00	\$250.00	Per year	* \$275.00
<b><u>Chapter 6: Article XIV Section 1402</u></b>					
Pawn Brokers License	FY 14	\$50.00	\$50.00	Per year	* \$65.00
<b><u>Chapter 6: Article XV Section 1502</u></b>					
Roller Skating Rinks License	Pre FY 02	\$50.00	\$50.00	Per year	\$50.00
<b><u>Chapter 6: Article XVI Section 1604</u></b>					
Magazine Subscription Solicitors License	FY 06	\$50.00	\$50.00	Per year	\$50.00
<b><u>Chapter 6: Article I Section 6.103 D</u></b>					
Sidewalk Obstructions					
Restaurant tables and benches	FY 18	\$75.00	\$75.00	Each obstruction	\$75.00
If open to the public no fee will be charged per City Council vote 03/03/25					
<b><u>Chapter 6: Article I Section 6.103 D</u></b>					
Restaurant chairs	FY 18	\$10.00	\$10.00	Each restaurant chair	\$10.00
If open to the public no fee will be charged per City Council vote 03/03/25					

City of Portsmouth  
 Fee Schedule  
 City Clerk

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2025 Schedule</u>	<u>FY 2026 Schedule</u>	<u>* (Indicates change from current fee)</u>	<u>Suggested FY 2027 Schedule</u>
<b>Chapter 6: Article I Section 6.103 C and F</b>					
A-frame signs, mannequins, racks, etc.	FY 18	\$75.00	\$75.00	Each obstruction	* \$100.00
Ward checklist	FY 18	\$75.00	\$75.00	Per set	* \$125.00
Ward checklist for individual wards	FY 18	\$25.00	\$25.00		\$25.00
Event permit (fairs, parades etc. not governed by ordinance)	FY 18	\$50.00	\$50.00		* \$75.00
Voter certification	FY 05	\$5.00	\$5.00		* \$10.00
Articles of agreement filing	Pre FY 02	\$5.00	\$5.00		* \$25.00
Restricted Property Listing	FY 12	\$15.00	\$15.00	Per form	\$15.00

**City Clerk  
Revenues from fees**

	Actual FY 22	Actual FY 23	Actual FY 24	Actual FY 25	Budget FY 26
Other Fees	\$16,760	\$14,045	\$13,382	\$14,356	\$13,000
Other Licenses	\$13,755	\$15,840	\$17,550	\$6,230	\$20,000
<b>Total City Clerk Revenue from Fees</b>	<b>\$30,515</b>	<b>\$29,885</b>	<b>\$30,932</b>	<b>\$20,586</b>	<b>\$33,000</b>

License	FY 22 Issued	FY 23 Issued	FY 24 Issued	FY 22 Revenue	FY 23 Revenue	FY 24 Revenue
Change Location of Licensed Business	0	0	0	\$0	\$0	\$0
Licenses-Gen. Provisions-Transfer	0	0	0	\$0	\$0	\$0
Billiards and Bowling	5	18	56	\$1,175	\$1,450	\$1,400
Model Slot Car Racing	0	0	0	\$0	\$0	\$0
Coin Operated Amusement Devices	7	45	92	\$3,650	\$5,740	\$5,665
Boxing and Wrestling	0	0	0	\$0	\$0	\$0
Dancing	0	0	0	\$0	\$0	\$0
Circus						
Amusement Devices	0	0	N/A	\$0	\$0	N/A
Carnivals (For Operation)	0	0	0	\$0	\$0	\$0
Including Each Amusement Device	0	0	N/A	\$0	\$0	N/A
Fairs (For Operation)	0	0	0	\$0	\$0	\$0
Including Each Amusement Device	0	0	N/A	\$0	\$0	N/A
Temporary Structures	0	0	0	\$0	\$0	\$0
Theatricals, Parades, open Air Meetings	0	0	0	\$0	\$0	\$0
Hawkers and Peddlers	4	2	3	\$1,000	\$500	\$750
Pawn Brokers	2	3	2	\$100	\$0	\$100
Roller Skating Rinks	0	0	0	\$0	\$0	\$0
Magazine Subscription Solicitors	0	0	0	\$0	\$0	\$0
Sidewalk Obstructions				\$0	\$7,985	\$5,030
Obstruction (including Restaurant Table)	26	40	49	\$1,950	\$0	\$3,675
<b>Other</b>						
Notarization	244	223	209	\$1,220	\$1,115	\$1,045
Tag day, permits	4	6		\$80	\$120	\$160
Ward checklist	0	0		\$0	\$1,819	\$2,249
Ward checklist for individual wards	0	0		\$0	\$0	\$0
Event permit	29	23	36	\$1,450	\$1,150	\$1,800
Voter certification	7	7	13	\$35	\$35	\$65
Articles of agreement filing	1	2	2	\$5	\$10	\$10
Restricted Property Listing	0	0	0	\$0	\$0	\$0

City of Portsmouth  
 Fee Schedule  
 Planning & Sustainability Department

Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule	* (Indicates change from current fee)	Suggested FY 2027 Schedule
<b>PLANNING BOARD</b>					
<b>Recording</b>					
Mylar Recording	FY 24	\$150.00	\$150.00		\$150.00
Deed Recording	FY 24	\$100.00	\$100.00		\$100.00
<b>Preapplication review (site plan or subdivision)</b>					
Preliminary conceptual consultation	FY 18	\$200.00	\$200.00		\$200.00
Design Review	FY 18	\$500.00	\$500.00		\$500.00
<b>SUBDIVISIONS</b>					
Subdivision application (residential)	FY 24	\$600.00	\$600.00		\$600.00
Plus Per Lot	FY 25	\$250.00	\$250.00		\$250.00
Subdivision application (non-residential)	FY 24	\$800.00	\$800.00		\$800.00
Plus Per Lot	FY 25	\$350.00	\$350.00		\$350.00
<b>Subdivision Amendment</b>					
Administrative Approval	FY 21	\$200.00	\$200.00		\$200.00
TAC or Planning Board Approval	FY 21	\$500.00	\$500.00		\$500.00
Lot Line Revision/Verification	FY 14	\$250.00	\$250.00		\$250.00
<b>Lot Line Revision Amendment</b>					
Administrative Approval	FY 24	\$200.00	\$200.00		\$200.00
TAC or Planning Board Approval	FY 24	\$250.00	\$250.00		\$250.00

City of Portsmouth  
 Fee Schedule  
 Planning & Sustainability Department

Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule	* (Indicates change from current fee)	Suggested FY 2027 Schedule
<b>MISCELLANEOUS</b>					
Voluntary Lot Consolidation (Merger) - no subdivision	FY 10	\$175.00	\$175.00		\$175.00
Conditional Use Permit (wetland)* Area of disturbance in wetland or wetland buffer:					
-up to 250 sq ft	FY 25	\$150.00	\$150.00		\$150.00
-up to 1,000 sq ft	FY 15	\$500.00	\$500.00	*	\$700.00
-greater than 1,000 sq ft	FY 23	\$1,300.00	\$1,300.00		\$1,300.00
*After work has been done, fee is two times original					
Conditional Use Permit (non-wetland)	FY 24	\$500.00	\$500.00		\$500.00
(e.g. Flexible Development, Drive-Through Facilities)					
<u>Chapter 6: Article XVII Section 6.1703</u>					
(Ordinance adopted at the February 20, 2024 City Council Meeting)					
Outdoor Dining Encumbrance Permit	FY 24	\$5.00	\$5.00	Per sq. ft. - 6 month season - no proration	\$5.00
	FY 24	\$750.00	\$750.00	Minimum fee	\$750.00
<b>BOARD OF ADJUSTMENT</b>					
Minimum Application Fee (if not listed below)	FY 27	N/A	N/A		\$200.00
Residential application 1-2 dwelling units	FY 24	\$200.00	\$200.00		\$200.00
3-4 dwelling units	FY 24	\$300.00	\$300.00		\$300.00
For each unit over 4	FY 25	\$150.00	\$150.00		\$150.00
Total application fee shall not exceed (cap)	FY 15	\$3,000.00	\$3,000.00	*	\$4,000.00
Residential application-accessory structure under 500 sq ft.	FY 25	\$100.00	\$100.00		\$100.00

City of Portsmouth  
 Fee Schedule  
 Planning & Sustainability Department

Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule	* (Indicates change from current fee)	Suggested FY 2027 Schedule
Residential application-accessory structure over 500 sq ft.	FY 26	N/A	\$150.00		\$150.00
Non-residential applications	FY 24	\$400.00	\$400.00		\$400.00
In Addition:					
Per \$1,000 of valuation of new construction	Pre FY 02	\$5.00	\$5.00	*	\$10.00
Total application fee shall not exceed (cap)	FY 25	\$4,000.00	\$4,000.00	*	\$8,000.00
Sign variance	FY 25	\$300.00	\$300.00		\$300.00
Appeal of administrative decision	FY 25	\$100.00	\$100.00		\$100.00
Re-Hearing	FY 25	\$200.00	\$200.00		\$200.00
<b>SITE PLAN REVIEW</b>					
All developments	FY 24	\$600.00	\$600.00		\$600.00
In Addition:					
Per \$1,000 of site costs	Pre FY 02	\$5.00	\$5.00	Per \$1,000 of site costs *	\$10.00
And per 1,000 square feet of site development area	FY 15	\$10.00	\$10.00	And per 1,000 sq. ft. of site development area	\$10.00
Total application fee shall not exceed (cap)	FY 24	\$20,000.00	\$20,000.00		\$20,000.00
Site plan amendment					
Administrative approval	FY 24	\$400.00	\$400.00		\$400.00
Administrative approval after work has been done	FY 25	\$600.00	\$600.00		\$600.00
TAC or Planning Board approval	FY 17	\$800.00	\$800.00		\$800.00

City of Portsmouth  
 Fee Schedule  
 Planning & Sustainability Department

Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule	* (Indicates change from current fee)	Suggested FY 2027 Schedule
<b>HISTORIC DISTRICT</b>					
<b>Residential applications</b>					
Work Session (prior to application for approval)	FY 25	\$250.00	\$250.00	Per work session	\$250.00
Residential applications 1 dwelling unit	FY 25	\$150.00	\$150.00		\$150.00
2 dwelling units	FY 25	\$150.00	\$150.00	*	\$200.00
3 dwelling units	FY 15	\$250.00	\$250.00		\$250.00
For each unit over 3	FY 15	\$100.00	\$100.00	*	\$150.00
Total application fee shall not exceed (cap)	FY 25	\$5,000.00	\$5,000.00		\$5,000.00
<b>Accessory structure, mechanical equipment replacement of doors/windows only</b>	FY 25	\$150.00	\$150.00		\$150.00
<b>Non-residential applications</b>	FY 15	\$500.00	\$500.00		\$500.00
In Addition:					
Per \$1,000 of valuation of new construction	Pre FY 02	\$5.00	\$5.00	*	\$10.00
Total application fee shall not exceed (cap)	FY 25	\$5,500.00	\$5,500.00	*	\$11,000.00
<b>Non-residential applications-accessory structure, mechanical equipment or replacement of doors/windows only</b>	FY 25	\$150.00	\$150.00		\$150.00
<b>Amendment to Certificate of Approval</b>					
Administrative approval	FY 25	\$150.00	\$150.00		\$150.00
Administrative approval after work has been done	FY 17	\$500.00	\$500.00		\$500.00
Commission approval	FY 17	\$800.00	\$800.00		\$800.00
Abutter notification (flat fee per notification)	FY 26	N/A	\$10.00		\$10.00
HDC (historic district commission) sign review	FY 15	\$100.00	\$100.00	*	\$200.00

During FY25 the Council approved a recommendation by the Housing committee to establish a Payment in Lieu schedule as required in the Gateway Neighborhood Overlay District ordinance. The schedule will be reviewed every two years by the Fee Schedule Study Committee or City Council. Proceeds paid will go to the City's Housing Trust Fund for the purpose of creating and preserving below market rate housing in Portsmouth.

**PLANNING & SUSTAINABILITY DEPARTMENT**  
**Revenues from fees**

	Actual FY 22	Actual FY 23	Actual FY 24	Actual FY 25	Budget FY 26
Planning Board	\$159,288	\$153,176	\$107,395	\$129,401	\$100,000
Board of Adjustments	\$47,412	\$35,500	\$41,101	\$48,642	\$45,000
Site Review	\$5,741	\$16,052	\$27,142	\$25,750	\$35,000
<b>Total Planning Department</b>	<b>\$212,441</b>	<b>\$204,727</b>	<b>\$175,637</b>	<b>\$203,793</b>	<b>\$180,000</b>

The Planning & Sustainability Department reported the following application numbers:

	FY 22	FY 23	FY 24	FY 25
Site Plan Review	13	14	22	11
Subdivision/Lot Line revisions	13	10	12	8
Wetland Conditional Use	17	18	21	14
Non-Wetland Conditional Use	13	16	15	12
HDC	159	172	186	178
Preliminary Conceptual Consultation	9	2	5	8
Design Review	4	0	5	8
Board of Adjustment	88	95	91	75

City of Portsmouth  
 Fee Schedule  
 Inspection Department

Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule	* (Indicates change from current fee)	Suggested FY 2027 Schedule
<b>Chapter 6: Article I Section 6.104 A</b>					
<b>Street Obstructions (thirty working days or less)</b>					
Please see Public Works for more than 30 working days fee					
Initial	FY 11	\$50.00	\$50.00		\$50.00
<b>BUILDING PERMIT FEES (Pursuant to RSA 155-A, state building code):</b>					
Note: All Construction Permit Fees rounded up to the nearest \$5.00					
Minimum Fee-Residential	FY 24	\$75.00	\$75.00		\$75.00
Special Inspection Fee (Residential and Commercial)	FY 07	\$60.00	\$60.00	Per hour	\$60.00
Emergency Inspection Fee (Residential and Commercial)	FY 07	\$60.00	\$60.00	Per hour	\$60.00
Minimum Fee-Commercial	FY 24	\$150.00	\$150.00		\$150.00
Demolition Permits (Residential and Commercial)	FY 24	\$75.00	\$75.00	For structures up to 2,000 sq. ft. floor area	\$75.00
	FY 04	\$10.00	\$10.00	Per \$1,000 of demolition cost for structures over 2,000 sq. ft.	\$10.00
<b>New Construction, Renovation/Remodel and Additions</b>					
Residential Rates	FY 24	\$8.00	\$8.00	Per \$1,000 of renovation cost	\$8.00
Commercial Rates	FY 24	\$11.00	\$11.00	Per \$1,000 of renovation cost	\$11.00
Sign Permits-Minimum Fee	FY 04	\$50.00	\$50.00		\$50.00
Special Event Sign	FY 07	\$35.00	\$35.00	Per single event	\$35.00
Fee per sq. ft. of sign area (Permanent or Temporary)	FY 04	\$1.00	\$1.00		\$1.00
Reinspection Fee (Residential and Commercial)	FY 07	\$100.00	\$100.00	Per reinspection	\$100.00

City of Portsmouth  
 Fee Schedule  
 Inspection Department

Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule	* (Indicates change from current fee)	Suggested FY 2027 Schedule
<b>Fee for Nonpermitted Work (Residential and Commercial)</b>					
Any person who is found to have demolished, constructed, altered, removed, or changed the use of a building or structure without the benefit of a building, electrical, plumbing, mechanical, or change in use permit shall, upon issuance of said permit(s), be assessed a charge of (1) <b>200%</b> of regular permit fee or (2) <b>\$300.00</b> whichever is greater. If the regular permit fee is over (3) <b>\$300.00</b> , the permit fee shall be the regular fee plus (4) <b>\$300.00</b> .					
	FY 04	(1) 200%	(1) 200%		200%
	FY 07	(2) \$300	(2) \$300		\$300.00
	FY 07	(3) \$300	(3) \$300		\$300.00
	FY 07	(4) \$300	(4) \$300		\$300.00
<b>Fee for Certificate of Use and Occupancy</b>	FY 07	\$100.00	\$100.00		\$100.00
<b>Outside Plan Review Services (adjustment to permit)</b> (for all applicable building permits meaning building, electric, plumbing, mechanical or fire protection permits)					
	FY 14	-20%	-20%		-20%
<b>ELECTRICAL FEES:</b>					
<b>Plan Review Fee (Residential and Commercial)</b>	FY 24	\$75.00	\$75.00		\$75.00
<b>Special Inspection Fee (Residential and Commercial)</b>	FY 07	\$60.00	\$60.00	Per hour	\$60.00
<b>Emergency Inspection Fee (Residential and Commercial)</b>	FY 07	\$60.00	\$60.00	Per hour	\$60.00
<b>Reinspection fees (Residential and Commercial)</b>	FY 07	\$100.00	\$100.00	Each additional inspection after the second rejection for the same item(s)	\$100.00
<b>Minimum Residential Electric Permit Fee</b>	FY 24	\$75.00	\$75.00		\$75.00
<b>Residential-Service Equipment</b>					
Single Phase	FY 18	\$50.00	\$50.00	Up to & including 100 Amps.	\$50.00
Single Phase	FY 18	\$75.00	\$75.00	101 to 200 Amps.	\$75.00
Single Phase	FY 18	\$150.00	\$150.00	201 to 400 Amps.	\$150.00

City of Portsmouth  
 Fee Schedule  
 Inspection Department

Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule	* (Indicates change from current fee)	Suggested FY 2027 Schedule
<b>Residential Lighting Fixtures, Power Utilization</b>					
Equipment & Outlets	FY 04	\$1.00	\$1.00	Each device	\$1.00
<b>Residential Pad Mounted Generators:</b>					
12 KW or less	FY 12	\$75.00	\$75.00		\$75.00
13 KW to 20 KW	FY 12	\$125.00	\$125.00		\$125.00
21 KW and above	FY 12	\$175.00	\$175.00		\$175.00
Manual Gen. set transfer	FY 12	\$10.00	\$10.00		\$10.00
Automatic Gen. set transfer	FY 12	\$25.00	\$25.00		\$25.00
<b>Commercial Electrical</b>					
<b>All fees shall be rounded up to the nearest</b>					
\$5.00 with a minimum fee of \$100 (Commercial)	FY 24	\$100.00	\$100.00		\$100.00
<b>Commercial-Contract Cost Fee Method</b>					
First \$5000.00 of electrical construction cost from					
\$0.01 to \$5,000.00	FY 04	\$25.00	\$25.00	Rate per thousand dollars of contract cost	\$25.00
Next \$5000.00 of electrical construction cost from					
\$5,000.01 to \$10,000.00	FY 04	\$20.00	\$20.00	Rate per thousand dollars of contract cost	\$20.00
Next \$5000.00 of electrical construction cost from					
\$10,000.01 to \$15,000.00	FY 04	\$15.00	\$15.00	Rate per thousand dollars of contract cost	\$15.00
Each \$1000.00 of electrical construction cost from					
\$15,000.01 & over	FY 07	\$10.00	\$10.00	Rate per thousand dollars of contract cost	\$10.00
<b>Reinspection fees (residential and commercial)</b>					
If, upon being called for any inspection, the work is not in compliance with this Code, verbal notice will be given as to the deficiencies and such deficiencies shall be noted on the code official's report. The permit holder shall be responsible for correcting the item(s) and for notifying the code official to reinspect said deficiencies. If when called to reinspect these deficiencies, all is correct, no further action will be taken. However, if during the first reinspection, the work in question has not been corrected, there will be a <b>\$100.00</b> reinspection fee assessed, which must be paid at the Inspection Office before a third inspection will be made. For each subsequent reinspection of the same deficiency or deficiencies, a like procedure and fee shall be assessed.					
	FY 07	\$100.00	\$100.00		\$100.00

City of Portsmouth  
 Fee Schedule  
 Inspection Department

Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule	* (Indicates change from current fee)	Suggested FY 2027 Schedule
<b>Chapter 14: Section 102A E</b>					
<b>Housing Code</b>					
Certificate of Occupancy	FY24	\$35.00	\$35.00	Per dwelling unit (good for 3 years)	\$35.00
	FY 24	\$100.00	\$100.00	Minimum fee	\$100.00

**PLUMBING/MECHANICAL PERMIT FEES:**

Residential rate:

Fee per fixture (plumbing or gas)	Pre FY 02	\$5.00	\$5.00	Each	\$5.00
Water distribution piping (per dwelling)	FY 07	\$30.00	\$30.00	Each	\$30.00
Waste and vent piping (per dwelling)	FY 07	\$30.00	\$30.00	Each	\$30.00
Septic System (per dwelling)	FY 07	\$30.00	\$30.00	Each	\$30.00
Gas distribution piping (per gas meter)	FY 07	\$30.00	\$30.00	Each	\$30.00
Heating & Cooling Equipment: (Boiler, Furnace, Airhandlers, Unit Heaters, Condenser, Gas Logs, Fireplace Inserts, Solid Fuel Stoves, etc...)	FY 10	\$20.00	\$20.00	Per mechanical equipment	\$20.00
Gas Appliance: (Cloths Dryers, Range/Oven Water Heater, etc....)	FY 10	\$5.00	\$5.00	Per gas appliance	\$5.00
Air Distribution System	FY 10	\$5.00	\$5.00	Per register	\$5.00
Minimum Permit Fee	FY 24	\$75.00	\$75.00		\$75.00

City of Portsmouth  
 Fee Schedule  
 Inspection Department

Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule	* (Indicates change from current fee)	Suggested FY 2027 Schedule
<b>Commercial rate:</b>					
Required Plan Review Fee	FY 04	\$50.00	\$50.00	Plumbing	\$50.00
(Per contractor and for each revision of plans)	FY 04	\$50.00	\$50.00	Mechanical	\$50.00
Minimum Permit Fee	FY 24	\$100.00	\$100.00		\$100.00
<b>Commercial-Contract Cost Fee Method</b>					
First \$5000.00 of plumbing/Mechanical construction cost from					
\$0.01 to \$5,000.00	FY 07	\$25.00	\$25.00	Rate per thousand dollars of contract cost	\$25.00
Next \$5000.00 of plumbing/electrical construction cost from					
\$5,000.01 to \$10,000.00	FY 07	\$20.00	\$20.00	Rate per thousand dollars of contract cost	\$20.00
Next \$5000.00 of plumbing/electrical construction cost from					
\$10,000.01 to \$15,000.00	FY 07	\$15.00	\$15.00	Rate per thousand dollars of contract cost	\$15.00
Each \$1000.00 of plumbing/electrical construction cost from					
\$15,000.01 & over	FY 07	\$10.00	\$10.00	Rate per thousand dollars of contract cost	\$10.00
<b>Commercial Range &amp; Duct Extinguishing System:</b>					
Base Permit Fee (Per System):	FY 06	\$150.00	\$150.00		\$150.00
At time of first inspection, if system(s) are not ready for testing within 1/2 hour from time of Inspectors arrival, or if system fails the inspection, a reinspection shall be scheduled after paying a \$150 fee. This procedure and fee shall be repeated for each failed inspection or incomplete system visit.					
	FY 13	\$300.00	\$300.00		\$300.00
Special Inspection Fee	FY 07	\$60.00	\$60.00	Per hour	\$60.00
Emergency Inspection Fee	FY 07	\$60.00	\$60.00	Per hour	\$60.00
Reinspection Fee	FY 07	\$100.00	\$100.00		\$100.00

**City of Portsmouth  
 Fee Schedule  
 Inspection Department**

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2025 Schedule</u>	<u>FY 2026 Schedule</u>	<u>* (Indicates change from current fee)</u>	<u>Suggested FY 2027 Schedule</u>
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**Work Commencing Before Permit Issuance**

Any person who is found to have done plumbing work without the proper permits shall, upon issuance of said permit(s), be assessed a charge of (1) **200%** of the regular permit fee or (2) **\$300.00** whichever is greater. If the regular permit fee is over (3) **\$300.00**, the permit fee shall be the regular fee plus (4) **\$300.00**

<u>FY 04</u>	<u>(1) 200%</u>	<u>(1) 200%</u>		<u>200%</u>
<u>FY 07</u>	<u>(2) \$300</u>	<u>(2) \$300</u>		<u>\$300.00</u>
<u>FY 07</u>	<u>(3) \$300</u>	<u>(3) \$300</u>		<u>\$300.00</u>
<u>FY 07</u>	<u>(4) \$300</u>	<u>(4) \$300</u>		<u>\$300.00</u>

**Commencing work before permit issuance**

Any person who is found to have done mechanical work without the proper permits shall, upon issuance of said permit(s), be assessed a charge of (1) **200%** of the regular permit fee or (2) **\$300.00** whichever is greater. If the regular permit fee is over (3) **\$300.00**, the permit fee shall be the regular fee plus (4) **\$300.00**.

<u>FY 04</u>	<u>(1) 200%</u>	<u>(1) 200%</u>		<u>200%</u>
<u>FY 07</u>	<u>(2) \$300</u>	<u>(2) \$300</u>		<u>\$300.00</u>
<u>FY 07</u>	<u>(3) \$300</u>	<u>(3) \$300</u>		<u>\$300.00</u>
<u>FY 07</u>	<u>(4) \$300</u>	<u>(4) \$300</u>		<u>\$300.00</u>

**INSPECTION DEPARTMENT  
Revenues from fees**

	Actual FY 22	Actual FY 23	Actual FY 24	Actual FY 25	Budget FY 26
<b>Total Inspection Department</b>	<b>\$1,270,718</b>	<b>\$1,428,857</b>	<b>\$2,557,207</b>	<b>\$3,563,752</b>	<b>\$1,900,000</b>
	FY 22	FY 23	FY 24	FY 25	
Permits					
Residential	2041	2045	2373	2145	
Commercial	1055	1056	959	1299	
Value	\$144,822,449	\$171,553,531	\$256,979,823	\$496,430,207	
Inspections	7087	11051	12654	12206	

City of Portsmouth  
 Fee Schedule  
 Police Department

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2025 Schedule</u>	<u>FY 2026 Schedule</u>	<u>* (Indicates change from current fee)</u>	<u>Suggested FY 2027 Schedule</u>
<b>Chapter 5: Article VIII Section 802</b>					
<b>Alarm Systems Service Charge</b>					
Police-Unfounded Emergency calls	Pre FY 02	No Charge	No Charge	0-3 occurrences per calendar year	No charge
Police-Unfounded Emergency calls	FY 08	\$75.00	\$75.00	4th occurrence per calendar year	\$75.00
Police-Unfounded Emergency calls	FY 08	\$75.00	\$75.00	5th occurrence per calendar year	\$75.00
Police-Unfounded Emergency calls	FY 08	\$75.00	\$75.00	6th occurrence per calendar year	\$75.00
Police-Unfounded Emergency calls	FY 08	\$100.00	\$100.00	7th occurrence per calendar year	\$100.00
Police-Unfounded Emergency calls	FY 10	\$150.00	\$150.00	8th occurrence per calendar year	\$150.00
Police-Unfounded Emergency calls	FY 10	\$200.00	\$200.00	9th occurrence per calendar year	\$200.00
Police-Unfounded Emergency calls	FY 08	\$300.00	\$300.00	10th- 15th occurrences per calendar year	\$300.00
Police-Unfounded Emergency calls	FY 09	\$400.00	\$400.00	16th-20th occurrences per calendar year	\$400.00
Police-Unfounded Emergency calls	FY 10	\$500.00	\$500.00	21th-25th occurrences per calendar year	\$500.00
Police-Unfounded Emergency calls	FY 10	\$1,000.00	\$1,000.00	Each occurrences 26 or over per calendar year	\$1,000.00
<b>Chapter 7: Article V Section 504</b>					
Bicycles license	Pre FY 02	No Charge	No Charge		No charge
U-Visa research	FY 13	\$150.00	\$150.00		\$150.00
<b>Records Fees</b>					
Motor Vehicle Accident Reports**	Pre FY 02	\$15.00	\$15.00	For insurance companies only	\$15.00
Incident Reports**	Pre FY 02	\$15.00	\$15.00	.25 per page, insurance and attorneys only	\$15.00
Arrest Reports**	Pre FY 02	\$15.00	\$15.00	.25 per page, insurance and attorneys only	\$15.00

City of Portsmouth  
 Fee Schedule  
 Police Department

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2025 Schedule</u>	<u>FY 2026 Schedule</u>	<u>* (Indicates change from current fee)</u>	<u>Suggested FY 2027 Schedule</u>
<u>Computer Aided Dispatch Logs**</u>	<u>Pre FY 02</u>	<u>\$15.00</u>	<u>\$15.00</u>	<u>.25 per page</u>	<u>\$15.00</u>
<u>Photograph Copies</u>					
<u>Photos**</u>	<u>Pre FY 02</u>	<u>\$15.00</u>	<u>\$15.00</u>	<u>USB, Digital, B&amp;W printed</u>	<u>\$15.00</u>
<u>Printed Color Photos**</u>	<u>Pre FY 02</u>	<u>\$20.00</u>	<u>\$20.00</u>		<u>\$20.00</u>
<u>Special Reports**</u>	<u>Pre FY 02</u>	<u>\$40.00</u>	<u>\$40.00</u>	<u>Per hour</u>	<u>\$40.00</u>
<u>Pistol Permit (new or renewal)**</u>	<u>Pre FY 02</u>	<u>\$10.00</u>	<u>\$10.00</u>		<u>\$10.00</u>
<u>Over age 62 or police officer**</u>	<u>Pre FY 02</u>	<u>No Charge</u>	<u>No Charge</u>		<u>No charge</u>

\*\*Fees listed for the 1st time on the annual fee schedule and previously had been maintained on a separate document by the Police Department.  
 Fees added to this schedule to enhance documentation and completeness.

**POLICE DEPARTMENT**  
**Revenues from fees**

	Actual FY 22	Actual FY 23	Actual FY 24	Actual FY 25	Budget FY 26
<b>Police Alarms</b>	<b>\$37,025</b>	<b>\$40,375</b>	<b>\$25,725</b>	<b>\$33,475</b>	<b>\$30,000</b>
<b>Alarm Systems Service Charge</b>					
<b>Police-Unfounded Emergency calls</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>	
0-3 Occurrences per calendar year	601	542	483	481	
4th Occurrence per calendar year	79	61	60	55	
5th Occurrence per calendar year	58	45	44	30	
6th Occurrence per calendar year	39	33	29	26	
7th Occurrence per calendar year	21	19	21	18	
8th Occurrence per calendar year	15	18	14	15	
9th Occurrence per calendar year	10	16	11	15	
10th-15th Occurrences per calendar year	35	45	47	24	
16th-20th Occurrences per calendar year	14	10	11	5	
21th-25th Occurrences per calendar year	5	1	4	0	
Each Occurrences 26 or over per calendar year	3	0	0	0	
<b>Total Calls</b>	<b>880</b>	<b>790</b>	<b>724</b>	<b>669</b>	

**City of Portsmouth  
Fee Schedule  
Fire Department**

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2025 Schedule</u>	<u>FY 2026 Schedule</u>	<b>* (Indicates change from current fee)</b>	<u>Suggested FY 2027 Schedule</u>
<b>Chapter 5: Article IX Section F403.2</b>					
<u>Copy of incident report</u>	<u>Pre FY 02</u>	<u>\$10.00</u>	<u>\$10.00</u>		<u>\$10.00</u>
<u>Environmental Reports and Research</u>	<u>FY 06</u>	<u>\$25.00</u>	<u>\$25.00</u>		<u>\$25.00</u>

**INSPECTION FEES**

**PLACE OF ASSEMBLY**

An occupancy used for a gathering of 50 or more persons for deliberation, worship, entertainment, eating, drinking, amusement, awaiting transportation, or similar uses; or used as a special amusement building, regardless of occupant load.

Establishments with an occupancy of less than 50 persons with an on-premise liquor license are required by the State Liquor Commission to have a valid Permit to Operate a Place of Assembly.

Full Place of Assembly inspections are performed annually in conjunction with the issuance of the Permit to Operate a Place of Assembly.

<u>Occupancy Less than 50</u>	<u>FY 20</u>	<u>\$50.00</u>	<u>\$50.00</u>	<u>Annually</u>	<u>\$50.00</u>
<u>Occupancy 51 to 100</u>	<u>FY 20</u>	<u>\$100.00</u>	<u>\$100.00</u>	<u>Annually</u>	<u>\$100.00</u>
<u>Occupancy 101 to 300</u>	<u>FY 20</u>	<u>\$200.00</u>	<u>\$200.00</u>	<u>Annually</u>	<u>\$200.00</u>
<u>Occupancy 301 to 500</u>	<u>FY 20</u>	<u>\$300.00</u>	<u>\$300.00</u>	<u>Annually</u>	<u>\$300.00</u>
<u>Occupancy 501 to 1000</u>	<u>FY 20</u>	<u>\$500.00</u>	<u>\$500.00</u>	<u>Annually</u>	<u>\$500.00</u>
<u>Occupancy 1001 and above</u>	<u>FY 27</u>	<u>N/A</u>	<u>N/A</u>	<u>Annually</u>	<b>* <u>\$750.00</u></b>

**City of Portsmouth  
Fee Schedule  
Fire Department**

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2025 Schedule</u>	<u>FY 2026 Schedule</u>	<u>* (Indicates change from current fee)</u>	<u>Suggested FY 2027 Schedule</u>
<b>DAYCARE</b>					
An occupancy in which four or more clients receive care, maintenance, and supervision, by other than their relatives or legal guardians, for less than 24 hours per day. Excludes Family Daycares.					
<b>Daycare Center:</b>					
<u>(12 plus or 5 plus under 2 years old)</u>	<u>FY 20</u>	<u>\$100.00</u>	<u>\$100.00</u>	<u>Every 3 years in conjunction with State licensing</u>	<u>\$100.00</u>
<b>APARTMENTS</b>					
A building or portion thereof containing three or more dwelling units with independent cooking and bathroom facilities.					
<b>APARTMENT BUILDING</b>	<b>FY 20</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>Every three years</b>	<b>\$100.00</b>
<b>Per dwelling unit</b>	<b>FY 20</b>	<b>\$10.00</b>	<b>\$10.00</b>	<b>Every three years</b>	<b>\$10.00</b>
<b>HOTEL</b>					
A building or groups of buildings under the same management in which there are sleeping accommodations for more than 16 persons and primarily used by transients for lodging with or without meals					
<b>HOTEL</b>	<b>FY 20</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>Annually</b>	<b>\$100.00</b>
<b>Per room</b>	<b>FY 20</b>	<b>\$2.50</b>	<b>\$2.50</b>	<b>Annually</b>	<b>\$2.50</b>
<b>ROOMING HOUSE</b>					
Buildings that provide sleeping accommodations for 16 or fewer persons on either a transient or permanent basis, with or without meals, but without separate cooking facilities for individual occupants; excluding one- and two- family homes					
<b>Rooming house</b>	<b>FY 20</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>Annually</b>	<b>\$100.00</b>

**City of Portsmouth  
Fee Schedule  
Fire Department**

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2025 Schedule</u>	<u>FY 2026 Schedule</u>	<u>* (Indicates change from current fee)</u>	<u>Suggested FY 2027 Schedule</u>
<b>EDUCATIONAL</b>					
Buildings used for educational purposes through the twelfth grade by six or more persons for 4 or more hours per day or more than 12 hours per week					
<b>Educational</b>	<b>FY 20</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>Annually</b>	<b>\$100.00</b>
<b>STATE REQUIRED DWELLING UNIT</b>					
Residential Placements, Foster Care, Adoptions, Family Daycares					
<b>State Required Dwelling Unit</b>	<b>FY 20</b>	<b>\$30.00</b>	<b>\$30.00</b>	<b>Every 3 years in conjunction with State licensing</b>	<b>* \$0.00</b>
<b>HEALTH FACILITIES</b>					
Inspections required for the licensing of healthcare facilities by NH DHHS					
<b>Health Facilities</b>	<b>FY 20</b>	<b>\$100.00</b>	<b>\$100.00</b>	<b>Inspections related to State licensing</b>	<b>\$100.00</b>
<b>Per bed</b>	<b>FY 20</b>	<b>\$2.50</b>	<b>\$2.50</b>		<b>\$2.50</b>
<b>RE-INSPECTION</b>					
Fire Alarm and Sprinkler Suppression System, Place of Assembly, Daycare, Apartment Building, Hotel, Rooming House, Educational, State Required Dwelling Unit, and Health Facilities.					
<b>First Occurrence</b>	<b>FY 20</b>	<b>\$300.00</b>	<b>\$300.00</b>		<b>\$300.00</b>
<b>Second Occurrence</b>	<b>FY 20</b>	<b>\$400.00</b>	<b>\$400.00</b>		<b>\$400.00</b>
<b>Third and Additional Occurrences</b>	<b>FY 20</b>	<b>\$500.00</b>	<b>\$500.00</b>		<b>\$500.00</b>

City of Portsmouth  
 Fee Schedule  
 Fire Department

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2025 Schedule</u>	<u>FY 2026 Schedule</u>	<u>* (Indicates change from current fee)</u>	<u>Suggested FY 2027 Schedule</u>
<u>Fire Sprinkler Systems</u>	<u>FY 20</u>	<u>\$50.00</u>	<u>\$50.00</u>	<u>Per application</u>	<u>\$50.00</u>
	<u>FY 20</u>	<u>\$0.05</u>	<u>\$0.05</u>	<u>Per sq. ft. of protected area</u>	<u>\$0.05</u>
<u>Fire Alarm Systems:</u>	<u>FY 20</u>	<u>\$50.00</u>	<u>\$50.00</u>	<u>Per application</u>	<u>\$50.00</u>
	<u>FY 20</u>	<u>\$0.05</u>	<u>\$0.05</u>	<u>Per sq. ft. of protected area</u>	<u>\$0.05</u>
<u>Hot Work Permit-1 day</u>	<u>FY 22</u>	<u>\$50.00</u>	<u>\$50.00</u>		<u>\$50.00</u>
<u>Hot Work Permit-per month</u>	<u>FY 23</u>	<u>\$100.00</u>	<u>\$100.00</u>		<u>\$100.00</u>
<u>Hot Work Permit-per year</u>	<u>FY 23</u>	<u>\$500.00</u>	<u>\$500.00</u>		<u>\$500.00</u>

Chapter 5: Article VIII Section 802

Alarm Systems Service Charge

<u>Fire-Unfounded Emergency calls</u>	<u>FY 20</u>	<u>\$300.00</u>	<u>\$300.00</u>	<u>Malicious</u>	<u>\$300.00</u>
<u>Fire-Unfounded Emergency calls</u>	<u>FY 20</u>	<u>No Charge</u>	<u>No Charge</u>	<u>0-3 occurrences per calendar year</u>	<u>No charge</u>
<u>Fire-Unfounded Emergency calls</u>	<u>FY 20</u>	<u>\$200.00</u>	<u>\$200.00</u>	<u>4th occurrence per calendar year</u>	<u>* \$300.00</u>
<u>Fire-Unfounded Emergency calls</u>	<u>FY 20</u>	<u>\$200.00</u>	<u>\$200.00</u>	<u>5th occurrence per calendar year</u>	<u>* \$400.00</u>
<u>Fire-Unfounded Emergency calls</u>	<u>FY 20</u>	<u>\$200.00</u>	<u>\$200.00</u>	<u>6th occurrence per calendar year</u>	<u>* \$500.00</u>
<u>Fire-Unfounded Emergency calls</u>	<u>FY 20</u>	<u>\$300.00</u>	<u>\$300.00</u>	<u>Each occurrence 7 or over per calendar year</u>	<u>* \$500.00</u>

**FIRE DEPARTMENT  
Revenues from fees**

	Actual FY 22	Actual FY 23	Actual FY 24	Actual FY 25	Budget FY 26
<b>Fire Inspections</b>	\$103,848	\$94,831	\$120,786	\$157,864	\$105,000
<b>Total Fire Department</b>	\$103,848	\$94,831	\$120,786	\$157,864	\$105,000

City of Portsmouth  
 Fee Schedule  
 Public Works

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2025 Schedule</u>	<u>FY 2026 Schedule</u>	<u>* (Indicates change from current fee)</u>	<u>Suggested FY 2027 Schedule</u>
Memorial Bridge Lighting Request	FY 23	\$75.00	\$75.00	Application/permit fee	\$75.00
(Available to Non-Profits only)					
Encumbrance Fees					
A. Short-term Encumbrances (Redefined during FY 27 in accordance with City policy)					
In accordance with Chapter 6, License and Encumbrances, Article 1: Encumbrance Permits and License for Use of Public Property					
1. Section 6.104A Encumbrance first 30-days	FY 19	\$50.00	\$50.00		* \$150.00
2. Section 6.104B Encumbrance (31-60 days)		N/A	N/A		* \$300.00
3. Encumbrance (61-90 days) fee determined on a case-by-case basis		N/A	N/A	Not less than	* \$300.00
(Metered parking spaces have their own fee. Please see Parking Fees-Temporary Meter Parking Space Permit)					
B. Long-Term Encumbrance					
Licensed by City Council					
1. Any City land that includes unmetered parking spaces, travel ways, loading zones and sidewalks	FY 19	\$0.05	\$0.05	Per sq. ft. per day	* \$0.10
(Metered parking spaces have their own fee. Please see Parking Fees-Temporary Meter Parking Space Permit)					
Memorial Bench Perpetual Care Fee	FY 27	N/A	N/A		* \$250.00
Blasting Permit	FY 26	\$370.00	\$400.00		\$400.00
New Driveway Permit	FY 25	\$75.00	\$75.00		\$75.00

City of Portsmouth  
 Fee Schedule  
 Public Works

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2025 Schedule</u>	<u>FY 2026 Schedule</u>	<u>* (Indicates change from current fee)</u>	<u>Suggested FY 2027 Schedule</u>
<u>Excavation Permit</u>	FY 26	\$275.00	\$300.00	1st 100 sq. ft.	\$300.00
	FY 26	\$550.00	\$600.00	Expedited permit (within 3 business days)	\$600.00
	FY 23	\$500.00	\$500.00	Refundable deposit	\$500.00
	FY 21	\$150.00	\$150.00	Each additional 100 sq. ft.	\$150.00
<u>Flagging Permit</u>	FY 23	\$50.00	\$50.00		\$50.00
	FY 23	\$75.00	\$75.00	Expedited permit (within 3 business days)	\$75.00
<u>Cracksealing Fee</u>	FY 26	\$390.00	\$500.00	Deposit amount	\$500.00
<b>Roadway &amp; Utility Excavation Contractor Permit</b>					
Electric/Lighting/Signal					
Gas/Telephone/Cable					
Road/Sidewalk					
	FY 22	\$50.00	\$50.00	Initial certification	\$50.00
	FY 22	\$25.00	\$25.00	Annual fee: certification renewal	\$25.00
	FY 22	\$25.00	\$25.00	Annual fee: additional certifications	\$25.00
	FY 22	\$500.00	\$500.00	Recertification following suspension	\$500.00
<u>Wood Barricade</u>	FY 25	\$5.00	\$5.00	Each per event	\$5.00
<u>Metal Barricade</u>	FY 25	\$10.00	\$10.00	Each per event	\$10.00
<u>Event Delivery/Pickup</u>	FY 25	\$50.00	\$50.00	Per event	\$50.00

City of Portsmouth  
 Fee Schedule  
 Public Works

Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule	* (Indicates change from current fee)	Suggested FY 2027 Schedule
Recycle Bin	FY 26	\$10.00	\$15.00		\$15.00
Disposal of Tires	FY 04	\$5.00	\$5.00	Per tire	* \$7.00
Disposal of Electronics	FY 15	\$10.00	\$10.00	Per unit	\$10.00
CFC Removal	FY 17	\$20.00	\$20.00	Per unit	\$20.00
Propane Tanks (20# & larger)	FY 18	\$5.00	\$5.00	Per tank	\$5.00
Yard Waste Disposal (contractors)	FY 21	\$50.00	\$50.00	Per 4 cubic yards	\$50.00
Yard Waste Disposal (contractors)	FY 25	\$25.00	\$25.00	Per 2 cubic yards	\$25.00
Clean Wood	FY 25	\$25.00	\$25.00	Per 4 cubic yards	\$25.00
Clean Wood	FY 25	\$15.00	\$15.00	Per 2 cubic yards	\$15.00
<b>Bulky Waste Pick-Up</b>	FY 25	\$10.00	\$10.00	Each event	\$10.00
Disposal of following whether pick-up or drop-off:					
Upholstered Furniture (Chairs, Couches, Sleep Sofa, Loveseats)	FY 21	\$5.00	\$5.00	Each	\$5.00
Wood Furniture	FY 25	\$5.00	\$5.00	Each	\$5.00
Clothes Washer	FY 21	\$5.00	\$5.00	Each	\$5.00
Clothes Dryer	FY 21	\$5.00	\$5.00	Each	\$5.00
Mattresses	FY 21	\$5.00	\$5.00	Each	\$5.00
Box Springs	FY 21	\$5.00	\$5.00	Each	\$5.00
Dishwasher	FY 21	\$5.00	\$5.00	Each	\$5.00
Cooking Range	FY 21	\$10.00	\$10.00	Each	\$10.00
Gas Grill	FY 25	\$5.00	\$5.00	Each	\$5.00
Refrigerators	FY 21	\$20.00	\$20.00	Each	\$20.00

**PUBLIC WORKS DEPARTMENT**  
**Revenues from fees**

	Actual FY 22	Actual FY 23	Actual FY 24	Actual FY 25	Budget FY 26
Excavation Permit	\$97,500	\$179,915	\$57,980	\$71,375	\$75,000
Flagging Permit	\$10,600	\$14,875	\$22,475	\$19,325	\$20,000
Solid Waste	\$89,188	\$76,322	\$82,664	\$105,453	\$90,000
Blasting Permit	\$100	\$300	\$200	\$370	\$100
New Driveway Permit	\$450	\$500	\$450	\$600	\$500
<b>Total Public Works Department</b>	<b>\$197,288</b>	<b>\$271,911</b>	<b>\$163,769</b>	<b>\$197,123</b>	<b>\$185,600</b>

	FY 22	FY 23	FY 24	FY 25
Blasting Permits	2	4	1	3
New Driveway Permits	9	12	18	15
Excavation Permits	158	113	156	109
Excavation Permits (expedited)	24	47	63	58
Flagging Permits	208	142	115	174
Flagging Permits (expedited)	20	18	121	66

City of Portsmouth  
 Fee Schedule  
 Recreation

Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule	* (Indicates change from current fee)	Suggested FY 2027 Schedule
<b>RECREATION-SPINNAKER PT.</b>					
Adult Resident	FY 23	\$220.00	\$220.00	Per year	\$220.00
Adult Resident	FY 26	N/A	\$20.00	Per month	\$20.00
Senior Citizen Resident	FY 23	\$110.00	\$110.00	Per year	\$110.00
Senior Citizen Resident	FY 26	N/A	\$11.00	Per month	\$11.00
Adult Non-Resident	FY 23	\$440.00	\$440.00	Per year	* \$475.00
Adult Non-Resident	FY 26	N/A	\$38.00	Per month	* \$42.00
Senior Citizen Non-Resident	FY 23	\$220.00	\$220.00	Per year	* \$250.00
Senior Citizen Non-Resident	FY 26	N/A	\$20.00	Per month	* \$22.00
Daily Guest Fee Resident	PRE FY 02	\$5.00	\$5.00	Per day	\$5.00
Daily Guest Fee Non-Resident	FY 12	\$10.00	\$10.00	Per day	* \$15.00
New Member Processing Fee	FY 26	N/A	\$25.00	Initial fee	\$25.00
<b>RECREATION-INDOOR POOL</b>					
17 & Under, Resident	FY 11	\$3.00	\$3.00	Per session	\$3.00
17 & Under, Non-Resident	FY 11	\$5.00	\$5.00	Per session	\$5.00
17 & Under, Resident/Membership	FY 23	\$190.00	\$190.00	Per year	\$190.00
17 & Under, Resident	FY 26	N/A	\$17.00	Per month	\$17.00
17 & Under, Non-Resident/Membership	FY 23	\$254.00	\$254.00	Per year	\$254.00
17 & Under, Non-Resident	FY 26	N/A	\$23.00	Per month	\$23.00
18-59, Resident	FY 11	\$5.00	\$5.00	Per session	\$5.00
18-59, Non-Resident	FY 11	\$10.00	\$10.00	Per session	\$10.00
18-59, Resident/Membership	FY 23	\$318.00	\$318.00	Per year	\$318.00
18-59, Resident	FY 26	N/A	\$28.00	Per month	\$28.00
18-59, Non-Resident/Membership	FY 23	\$572.00	\$572.00	Per year	\$572.00

City of Portsmouth  
 Fee Schedule  
 Recreation

Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule	* (Indicates change from current fee)	Suggested FY 2027 Schedule
18-59, Non-Resident	FY 26	N/A	\$49.00	Per month	\$49.00
Senior Citizen, Resident	FY 11	\$3.00	\$3.00	Per session	\$3.00
Senior Citizen, Non-Resident	FY 11	\$5.00	\$5.00	Per session	\$5.00
Senior Citizen, Resident/Membership	FY 23	\$254.00	\$254.00	Per year	\$254.00
Senior Citizen, Resident	FY 26	N/A	\$23.00	Per month	\$23.00
Senior Citizen, Non-Resident/Membership	FY 23	\$318.00	\$318.00	Per year	\$318.00
Senior Citizen, Non-Resident	FY 26	N/A	\$28.00	Per month	\$28.00
First Adult, Resident/Family Rate	FY 23	\$318.00	\$318.00	Per year	\$318.00
First Adult, Non-Resident/Family Rate	FY 23	\$572.00	\$572.00	Per year	\$572.00
Second Adult, Resident/Family Rate	FY 23	\$190.00	\$190.00	Per year	\$190.00
Second Adult, Non-Resident/Family Rate	FY 23	\$318.00	\$318.00	Per year	\$318.00
Maximum Per Family, Resident/Family Rate	FY 23	\$763.00	\$763.00	Per year	\$763.00
Maximum Per Family, Non-Resident/Family Rate	FY 23	\$1,018.00	\$1,018.00	Per year	\$1,018.00
Pool Rental	FY 23	\$192.00	\$192.00	Per hour	\$192.00
per staff	FY 09	\$40.00	\$40.00	Per hour	\$40.00
New Member Processing Fee	FY 19	\$25.00	\$25.00	Initial fee	\$25.00
<b>RECREATION-OUTDOOR POOL</b>					
18 & Under, Resident	PRE FY 02	\$0.00	\$0.00	Per day	\$0.00
18 & Under, Non-Resident	FY 23	\$3.00	\$3.00	Per day	\$3.00
19 & Over, Resident	FY 23	\$3.00	\$3.00	Per day	\$3.00
19 & Over, Non-Resident	FY 23	\$5.00	\$5.00	Per day	\$5.00

Military Discount: (City Council adopted 05/02/22)

City of Portsmouth  
 Fee Schedule  
 Recreation

Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule	* (Indicates change from current fee)	Suggested FY 2027 Schedule
18 & Under	FY 22	\$0.00	\$0.00	Per day	\$0.00
19 & over	FY 22	\$2.00	\$2.00	Per day	\$2.00
<b>RECREATION-MISCELLANEOUS</b>					
*Grass Field - (Game or Practice)	FY 22	\$20.00	\$20.00	Per hour	\$20.00
*Gym - (Game or Practice)	FY 22	\$50.00	\$50.00	Per hour	\$50.00
*Does not include local non-profits & youth sports leagues					
Co-sponsored (non-swim team) programs					
maintenance fee (placed in maintenance fund)	FY 06	\$200.00	\$200.00	Per team	\$200.00
Non-Resident participants in co-sponsored					
(non-swim team) programs					
(placed in maintenance fund)	FY 06	\$20.00	\$20.00	Per lane	\$20.00
Turf Field - (Game or Practice)	FY 22	\$75.00	\$75.00	Per hour	\$75.00
*Does not include local non-profits & youth sports leagues					
Electrical Light Usage at Ballfields (does not apply to youth athletics)	FY 25	\$65.00	\$65.00	Per usage	\$65.00
Room Rentals:					
Senior Activity Center Room #1	FY 22	\$50.00	\$50.00	Per hour	\$50.00
Senior Activity Center General (Rooms #4, #5, kitchen)	FY 22	\$25.00	\$25.00	Per hour	\$25.00
Senior Activity Center Assembly Hall	FY 22	\$50.00	\$50.00	Per hour	\$50.00

**City of Portsmouth  
 Fee Schedule  
 Recreation**

Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule	* (Indicates change from current fee)	Suggested FY 2027 Schedule
<u>PIERCE ISLAND BOAT LAUNCH</u>					
Boat Launch (Non-Resident)	FY 14	\$20.00	\$20.00	Per launch	\$20.00
Boat Launch (Non-Resident)	FY 23	\$175.00	\$175.00	Per season	\$175.00
Kayak, non-motorized, (Non-Resident)	FY 14	\$10.00	\$10.00	Per launch	\$10.00
Kayak, non-motorized, (Non-Resident)	FY 23	\$100.00	\$100.00	Per season	\$100.00
Kayak rack rental, (Resident)	FY 26	N/A	\$200.00	Per season	\$200.00
Kayak rack rental, (Non-Resident)	FY 26	N/A	\$240.00	Per season	\$240.00
Commercial (Non-Resident)	FY 14	\$50.00	\$50.00	Per launch	\$50.00
Commercial (Non-Resident)	FY 22	\$300.00	\$300.00	Per season	\$300.00
Military Discount: (City Council adopted 05/02/22)					
Motorized craft	FY 22	\$10.00	\$10.00	Per launch	\$10.00
Motorized craft	FY 22	\$75.00	\$75.00	Per season	\$75.00
Non-Motorized craft	FY 22	\$5.00	\$5.00	Per launch	\$5.00
Commercial boats	FY 22	\$15.00	\$15.00	Per launch	\$15.00

**RECREATION DEPARTMENT**  
**General Fund Revenues from fees**

	Actual FY 22	Actual FY 23	Actual FY 24	Actual FY 25	Budget FY 26
Outdoor Pool	\$14,300	\$41,779	\$44,067	\$51,342	\$44,000
Spinnaker Point	\$179,307	\$309,748	\$367,606	\$365,654	\$325,000
Boat Ramp Fees	\$19,397	\$26,267	\$25,434	\$23,319	\$22,000
Rentals	\$5,345	\$10,770	\$22,495	\$42,146	\$15,000
<b>Total General Fund Recreation Fee Revenue</b>	<b>\$213,004</b>	<b>\$388,564</b>	<b>\$459,602</b>	<b>\$482,460</b>	<b>\$406,000</b>
<b>Special Revenue Fund Fee Revenue</b>					
	Actual FY 22	Actual FY 23	Actual FY 24	Actual FY 25	Budget FY 26
Indoor Pool	\$251,031	\$362,895	\$359,522	\$367,000	\$398,837
<b>Total Recreation Revenue from Fees</b>	<b>\$464,035</b>	<b>\$751,459</b>	<b>\$819,123</b>	<b>\$849,460</b>	<b>\$804,837</b>

City of Portsmouth  
 Fee Schedule  
 Health Department

Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule	* (Indicates change from current fee)	Suggested FY 2027 Schedule	
<b>HEALTH</b>						
(*All initial annual food permits will be prorated on the date of issuance from Oct 1st)						
<b>Class</b>						
A4	Restaurants (400 + seating capacity)	FY 21	\$650.00	\$650.00	Annually	\$650.00
A3	Restaurants (300-399 seating capacity)	FY 21	\$600.00	\$600.00	Annually	\$600.00
A2	Restaurants (200-299 seating capacity)	FY 21	\$550.00	\$550.00	Annually	\$550.00
A1	Restaurants (100-199 seating capacity)	FY 21	\$450.00	\$450.00	Annually	\$450.00
B	Restaurants (76-99 seating capacity)	FY 21	\$350.00	\$350.00	Annually	\$350.00
C	Restaurants (51-75 seating capacity)	FY 21	\$300.00	\$300.00	Annually	\$300.00
D	Restaurants (26-50 seating capacity)	FY 21	\$275.00	\$275.00	Annually	\$275.00
E	Restaurants (0-25 seating capacity)	FY 21	\$200.00	\$200.00	Annually	\$200.00
E	Bakeries	FY 21	\$200.00	\$200.00	Annually	\$200.00
E	Markets or stores with less than 2 food preparation areas selling prepared foods and including fish markets, seafood stores and fish processing facilities	FY 21	\$200.00	\$200.00	Annually	\$200.00
E	Catering only	FY 25	\$200.00	\$200.00	Annually	\$200.00
F	Supermarkets, hospitals, hotels	FY 21	\$650.00	\$650.00	Annually	\$650.00
G	Bed and Breakfast Operations	FY 21	\$125.00	\$125.00	Annually	\$125.00
N	Nursing Home (Food Service)	FY 21	\$100.00	\$100.00	Annually	\$100.00
H	Prepackaged Foods (movie theaters, gas stations, video, candy, department, drug stores)	FY 21	\$100.00	\$100.00	Annually	\$100.00
M	Mobile Food Operations	FY 12	\$200.00	\$200.00	Annually	\$200.00
T	Temporary Food Permit - on site prep	FY 14	\$125.00	\$125.00	Up to two (2) weeks before the day of the event	\$125.00
(Portsmouth business with food service permit exempt) FY27: Limit 6 temp permits per year						
	PRE FY 02	\$100.00	\$100.00	Additional thereafter		\$100.00

City of Portsmouth  
 Fee Schedule  
 Health Department

	Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule	* (Indicates change from current fee)	Suggested FY 2027 Schedule
TT	Temporary Food Permit - sell/sample only					
		FY 25	\$50.00	\$50.00	Up to four (4) weeks before the day of the event	\$50.00
	(Portsmouth business with food service permit exempt)					
	(Temporary food permit exemptions will also apply to human services and non profit businesses)					
		FY 10	\$40.00	\$40.00	Additional thereafter	\$40.00
W	Farmer's Market Permit (period 5/01/xx-11/01/xx)	FY 07	\$140.00	\$140.00	Annually	\$140.00
	Winter Farmer's Market Permit (11/1/xx-4/30/xx)	FY 26	N/A	\$140.00	Annually	\$140.00
X	No Fundraiser Fee for Health Department Permits:					
	Religious Organizations					
	Youth Groups					
	Veteran Groups					
	Disabled					
	School Related organizations	FY 10	No Fee	No Fee		No Fee
	(These organizations will need to obtain the appropriate Health Permit however there will be no fee associated with the permit.)					
Y	Fundraiser Permit (less than 10 vendors)	FY 14	\$200.00	\$200.00	Per event	* \$300.00
	Fundraiser Permit (10 or more vendors)	FY 27	N/A	N/A	Per event	* \$500.00
	Plan Review - Food Service Plans	FY 26	N/A	\$50.00	Per plan	\$50.00
	INSPECTION FEES:					
	Family Day Care & Foster Care	FY 16	\$10.00	\$10.00	Every 3 years	\$10.00
Z	Daycare with more than 100 children	FY 16	\$100.00	\$100.00	Every 3 years	\$100.00
	Customer Appreciation Events	FY 18	\$75.00	\$75.00	Per event	\$75.00
AB	Temporary Event Coordinator Application	FY 21	\$100.00	\$100.00	Per event	\$100.00

**HEALTH DEPARTMENT  
Revenues from fees**

	Actual FY 22	Actual FY 23	Actual FY 24	Actual FY 25	Budget FY 26
<b>Health Permits</b>	<b>\$94,960</b>	<b>\$120,615</b>	<b>\$109,605</b>	<b>\$101,860</b>	<b>\$110,000</b>

FY 25 Health Permits were as follows:

# of Permits	Fees Collected	
4	\$2,600.00	Restaurants (400+ Seating capacity) A4
8	\$4,800.00	Restaurants (300 - 399 Seating capacity) A3
19	\$10,450.00	Restaurants (200 - 299 Seating capacity) A2
45	\$19,648.63	Restaurants (100 - 199 Seating capacity) A1
16	\$5,425.00	Restaurants (76 - 99 Seating capacity) B
37	\$10,770.00	Restaurants (51 - 75 Seating capacity) C
23	\$6,050.00	Restaurants (26 - 50 Seating capacity) D
98	\$19,360.00	Restaurants (0 - 25 Seating capacity) E
4	\$640.00	Catering I
7	\$4,550.00	Supermarkets F
0	\$0.00	Bed and Breakfast Operations
4	\$400.00	Nursing Homes N
3	\$30.00	Daycare/Foster Homes
9	\$900.00	Late Fees
1	\$200.00	Mobile Push Cart
13	\$1,300.00	Prepackaged Foods H
15	\$2,500.00	Mobile Food
16	\$2,000.00	Temporary Food Permit TEFP
19	\$2,300.00	Temporary Event Coordinator Fee TECA
25	\$3,125.00	Temporary Event Food Truck TEFT
6	\$450.00	Temporary Event Food Sampling TEFP
2	\$104.17	Permit Extension Prorated Fee
3	\$225.00	Limited Events (1 to 4 events per year)
21	\$2,940.00	Farmers' Market (summer)
13	\$0.00	No Fundraiser Fee for Schools, etc.
137	\$0.00	Temp Food Permits issued to local businesses/fundraisers

**City of Portsmouth  
Fee Schedule  
Parking / Transportation**

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2025 Schedule</u>	<u>FY 2026 Schedule</u>	<u>* (Indicates change from current fee)</u>	<u>Suggested FY 2027 Schedule</u>
<b>Sign Permit-Private Parking Lot</b>	<b>FY 21</b>	<b>\$50.00</b>	<b>\$50.00</b>	<b>Annually</b>	<b>* \$250.00</b>
<b>Chapter 6: Article XIII Section 1307</b>					
<b>Vendor From Motor Vehicle Permit April 15- November 15</b>	<b>FY 24</b>	<b>\$1,500.00</b>	<b>\$1,500.00</b>	<b>Minimum bid</b>	<b>\$1,500.00</b>
<b>Chapter 6: Article I Section 6.105E</b>					
<b>Valet Parking</b>					
<b>Valet Station-from High Occupancy Metered Parking Spaces</b>	<b>FY 25</b>	<b>\$50.00</b>	<b>\$50.00</b>	<b>Space per day</b>	<b>* \$60.00</b>
Valet Station parking spaces are only used when restaurant is open. Parking space may be used by public when not used by the valet service.					
<b>Valet - from Commercial Loading Zone</b>	<b>FY 23</b>	<b>\$1,500.00</b>	<b>\$1,500.00</b>	<b>Annually</b>	<b>\$1,500.00</b>
Valet Station parking spaces are only used when restaurant is open. Parking space may be used by public when not used by the valet service.					
<b>Chapter 6: Article I Section 6.104</b>					
<b>Construction Permit</b>					
<b>Temporary Metered Parking Space Permit</b>	<b>FY 18</b>	<b>\$50.00</b>	<b>\$50.00</b>	<b>Downtown</b>	<b>* \$60.00</b>
<b>Temporary Metered Parking Space Permit</b>	<b>FY 26</b>	<b>N/A</b>	<b>\$35.00</b>	<b>Citywide</b>	<b>\$35.00</b>
<b>Chapter 7: Article III Section 7.321 E</b>					
<b>Snow Emergency-Parking Ban</b>					
<b>Resident Snow Ban Rate for Parking in High Hanover</b>	<b>FY 26</b>	<b>\$10.00</b>	<b>\$8.00</b>	<b>Per snow ban event</b>	<b>* \$10.00</b>
<b>Resident Snow Ban Rate for Parking in Foundry Place</b>	<b>FY 26</b>	<b>\$5.00</b>	<b>\$8.00</b>	<b>Per snow ban event</b>	<b>* \$10.00</b>

City of Portsmouth  
 Fee Schedule  
 Parking / Transportation

Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule	* (Indicates change from current fee)	Suggested FY 2027 Schedule
<b>Chapter 7: Article IV Section 402 C</b>					
<b>High Hanover Parking Garage</b>					
<b>Rates</b>	FY 21	\$2.00	\$2.00	Hourly rate	* \$3.00
	FY 21	\$5.00	\$5.00	Resident-Sunday-maximum	* \$8.00
	FY 20	\$200.00	\$200.00	Monthly 24 hr-resident pass	\$200.00
	FY 26	\$275.00	\$300.00	Monthly-24 hr-non-resident pass	\$300.00
	FY 17	20 Hrs@ Hr rate	20 Hrs@ Hr rate	Lost ticket fee/max daily rate	20 Hrs@ Hr rate
	FY 16	\$100.00	\$100.00	Garage pass deposit	\$100.00
	FY 26	\$15.00	\$25.00	Pass late fee	\$25.00
<b>Chapter 7: Article IV Section 402 L</b>					
<b>Foundry Place Parking Garage</b>					
<b>Rates</b>	FY 19	\$1.00	\$1.00	Hourly rate	* \$2.00
	FY 19	Free	Free	Resident-Sunday	Free
	FY 19	\$100.00	\$100.00	Monthly 24 hr-resident pass	* \$200.00
	FY 26	\$125.00	\$200.00	Monthly-24 hr-non-resident pass	* \$300.00
	FY 19	20 Hrs@ Hr rate	20 Hrs@ Hr rate	Lost ticket fee/max daily rate	20 Hrs@ Hr rate
	FY 19	\$100.00	\$100.00	Garage pass deposit	\$100.00
	FY 26	\$15.00	\$25.00	Pass late fee	\$25.00

**City of Portsmouth  
Fee Schedule  
Parking / Transportation**

<b>Description</b>	<b>Fiscal Year Last Adjusted</b>	<b>FY 2025 Schedule</b>	<b>FY 2026 Schedule</b>	<b>* (Indicates change from current fee)</b>	<b>Suggested FY 2027 Schedule</b>
<b>Downtown Employee HOURLY Parking Program:</b>					
This program serves active individual employees of Downtown Portsmouth businesses. Each employee holds his/her own account with the parking garage, and renews pre-purchased hours as needed.					
	FY 21	\$3.00	\$3.00	Per use: maximum allowable days: 20 (10 hr pass)	\$3.00
<b>Electric Vehicle Charging</b>	FY 26	\$1.25	\$2.00	Hourly first 4 hours	\$2.00
	FY 26	\$3.00	\$4.00	Hourly thereafter	\$4.00
Current Locations-City Hall, High Hanover Parking Garage and Foundry Place Parking Garage Note: If Parking in a Parking Facility regular Parking Fees will be charged in addition to charging station fees.					
<b>Chapter 7: Article IV Section 408 A</b>					
<b>Boat launch</b>					
<b>Peirce Island Overnight Boat Launch Parking</b>	FY 19	\$15.00	\$15.00	Nightly	\$15.00
<b>Chapter 7: Article VI Section 7.604 a</b>					
<b>Truck Loading/Unloading Zones</b>					
<b>Commercial Loading Zone Permit</b>	FY 22	\$250.00	\$250.00	Annually	\$250.00
<b>Chapter 7: Article IX Section 7.903</b>					
<b>Summons Administration</b>					
<b>Summons Administration Fee</b>	FY 26	\$150.00	\$300.00		\$300.00
<b>Chapter 7: Article X Section 1004 F</b>					
<b>Towing</b>					
<b>Immobilization Penalty</b>	FY 26	\$150.00	\$300.00		\$300.00
<b>Residential Neighborhood Parking</b>	N/A	N/A	TBD		TBD

**PARKING / TRANSPORTATION DIVISION**  
**Revenues from fees**

	Actual FY 22	Actual FY 23	Actual FY 24	Actual FY 25	Budget FY 26
Parking-Area Service Agreements	\$48,900	\$32,209	\$42,520	\$12,140	\$24,000
Foundry Place Parking Garage Hourly	\$327,813	\$422,563	\$478,709	\$622,482	\$679,000
Foundry Place Parking Garage Passes	\$393,844	\$482,150	\$530,557	\$509,027	\$747,600
Hanover Parking Garage Hourly	\$2,549,787	\$2,357,141	\$1,993,811	\$2,195,881	\$2,871,469
Hanover Parking Garage Passes	\$1,304,841	\$1,239,062	\$1,088,839	\$1,226,745	\$1,305,600
Hanover Parking Garage Passes Reinstatement	\$1,241	\$660	\$285	\$180	\$750
Foundry Place Parking Garage Passes Reinstatement	\$1,775	\$1,150	\$1,470	\$195	\$750
Immobilization Admin Fee	\$5,614	\$5,700	\$11,475	\$7,950	\$6,000
<b>Total Parking/Transportation Fee Revenue</b>	<b>\$4,625,186</b>	<b>\$4,540,636</b>	<b>\$4,147,667</b>	<b>\$4,574,600</b>	<b>\$5,635,169</b>

Note: 1) Parking revenues are recorded in both the General Fund and the Special Revenue Parking/Trans Fund.

2) Parking Meters and Parking Violations are administered through ordinance not the fee schedule.

	Actual FY 22	Actual FY 23	Actual FY 24	Actual FY 25
<b>Vendor From Motor Vehicle</b>				
Permits	0	0	0	0
Revenue	\$0	\$0	\$0	\$0
<b>Hanover Parking Garage Monthly Passes Issued</b>				
Resident	118	114	108	126
Non-Resident	282	275	259	304
Total	400	389	367	430
<b>Foundry Place Parking Garage Monthly Passes Issued (Opened 10-31-18)</b>				
Resident	122	127	136	143
Non-Resident	221	242	225	246
Total	343	369	361	389
<b>Peirce Island Overnight Parking</b>	<b>FY 22</b>	<b>FY 23</b>	<b>FY 24</b>	<b>FY 25</b>
Permits	1	1	0	0
Revenue	\$15	\$15	\$0	\$0
<b>Commercial Loading Zone permit</b>				
Permits	5	13	12	16
Revenue	\$1,250	\$3,250	\$3,000	\$4,000

**City of Portsmouth  
 Fee Schedule  
 Water / Sewer Divisions**

Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule	* (Indicates change from current fee)	Suggested FY 2027 Schedule
<b>Chapter 11: Article II Section 204</b>					
<b>Private Sewage Disposal</b>					
Inspection Fee	PRE FY 02	N/A	N/A		N/A
<b>Chapter 11: Article II Section 205</b>					
<b>Building Sewers and Connections</b>					
<b>Storm Water Connection Permit Fee (Dependent upon revision of ordinance)</b>					
Stormwater Connection Fee	FY 25	\$400.00	\$400.00	New customer	\$400.00
<b>Industrial Discharge Permit Fee, Including Permit Renewals</b>					
Regulatory Compliance Sampling	FY 26	N/A	\$500.00		\$500.00
Class 1, Permit	FY 08	Consultant Based Fee	Consultant Based Fee		Consultant Based Fee
Class 2, Permit	FY 08	Consultant Based Fee	Consultant Based Fee		Consultant Based Fee
Class 3, Permit	FY 08	\$500.00	\$500.00	Per permit	\$500.00
Class 4, Permit	FY 08	\$500.00	\$500.00	Per permit	\$500.00
Class 5, Permit	FY 08	\$500.00	\$500.00	Per permit	\$500.00
Class 6, Permit	FY 26	N/A	\$500.00	Per permit	\$500.00
Oil and Grease Trap Permit Fee	FY 15	\$150.00	\$150.00	New customer (inspection included)	\$150.00
Oil and Grease Trap Permit Renewal Fee	FY 15	\$75.00	\$75.00	Annual	\$75.00
Re-Inspection Fee	FY 19	\$100.00	\$100.00	Per visit	\$100.00
Renewal Fee w/out Compliance or Documentation	FY 26	N/A	\$175.00	Annual	\$175.00

**City of Portsmouth  
 Fee Schedule  
 Water / Sewer Divisions**

Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule	* (Indicates change from current fee)	Suggested FY 2027 Schedule
<b>WATER and SEWER FEES</b>					
Finance Charge, Unpaid balances after due date	PRE FY 02	18% annual	18% annual		18% annual
Delinquent Tag	FY 19	\$25.00	\$25.00	After threshold of \$300	* \$30.00
Final Billing Request	FY 14	\$40.00	\$40.00	Per occurrence	* \$50.00
Turn On	FY 16	\$40.00	\$40.00	Per occurrence	* \$60.00
Turn Off	FY 16	\$40.00	\$40.00	Per occurrence	* \$60.00
Turn On and Set Meter	FY 27	N/A	N/A	Per occurrence	* \$90.00
Turn Off and Remove Meter	FY 27	N/A	N/A	Per occurrence	* \$90.00
Frozen Meter Repairs =< 1 1/2"	FY 15	\$50.00	\$50.00	Per occurrence	* \$160.00
Frozen Meter Repairs >1 1/2"	FY 15	\$100.00	\$100.00	Per occurrence	* \$160.00
If parts exceed the minimum charge, customer is charged for parts.					
Meter Reading System Repairs	FY 17	\$60.00	\$60.00	Per occurrence	* \$90.00
Plus cost of parts					
Meter Testing <1 1/2"	FY 14	\$50.00	\$50.00	Per occurrence	* \$150.00
Meter Testing >=1 1/2"	FY 17	\$75.00	\$75.00	Per occurrence	* \$200.00
When requested by customer, (if meter test fails no charge to customer)					
Emergency Callout	FY 19	\$300.00	\$300.00	Per occurrence	\$300.00
Based on current wages + benefits Minimum callout=4 hours overtime per union contracts					

City of Portsmouth  
 Fee Schedule  
 Water / Sewer Divisions

Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule	* (Indicates change from current fee)	Suggested FY 2027 Schedule
Meter Rental Deposit (Hydrant)	FY 20	\$1,500.00	\$1,500.00	Per occurrence	\$1,500.00
Meter Rental Application	FY 27	N/A	N/A	Per occurrence	* \$150.00
Meter Rental (any size)	FY 20	\$10.00	\$10.00	Daily	\$10.00
Backflow Test	FY 23	\$60.00	\$60.00	Per device each occurrence	* \$100.00
Backflow Test Repeat (within 15 days)	FY 20	N/A	N/A	No charge	No charge
Backflow Test Repeat (beyond 15 days)	FY 20	\$75.00	\$75.00	Per occurrence	* \$100.00
Backflow Permit Application	FY 19	\$100.00	\$100.00	Per occurrence	* \$150.00
Bacteria Test and Sampling	FY 17	\$75.00	\$75.00	Per occurrence	* \$100.00
Water Services Application	FY 26	\$150.00	\$300.00	Per occurrence	\$300.00
<b>Water Services Fee (by meter size)**</b>					
5/8" & 3/4"	PRE FY 02	\$4.95	\$4.95	Monthly	* \$10.94
1"	PRE FY 02	\$8.27	\$8.27	Monthly	* \$18.23
1 1/2"	PRE FY 02	\$14.25	\$14.25	Monthly	* \$36.47
2"	PRE FY 02	\$22.91	\$22.91	Monthly	* \$58.35
3"	PRE FY 02	\$36.26	\$36.26	Monthly	* \$127.64
4"	PRE FY 02	\$68.74	\$68.74	Monthly	* \$218.82
6"	PRE FY 02	\$120.27	\$120.27	Monthly	* \$492.33
8"	PRE FY 02	\$168.01	\$168.01	Monthly	* \$583.51
10"	PRE FY 02	\$252.02	\$252.02	Monthly	* \$1,531.71
Hydrant Service Fee to Municipalities	FY 26	\$400.00	\$425.00	Annually (per hydrant)	* \$450.00
Fire Flow Testing	FY 26	\$200.00	\$300.00	Per test	\$300.00

City of Portsmouth  
 Fee Schedule  
 Water / Sewer Divisions

Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule	* (Indicates change from current fee)	Suggested FY 2027 Schedule
<b>Fire Services (by fire service pipe diameter)</b>					
1"	FY 08	\$2.55	\$2.55	Monthly	\$2.55
1 1/2"	FY 08	\$3.82	\$3.82	Monthly	\$3.82
2"	FY 08	\$5.09	\$5.09	Monthly	\$5.09
2 1/2"	FY 08	\$7.64	\$7.64	Monthly	\$7.64
3"	FY 08	\$12.22	\$12.22	Monthly	\$12.22
4"	FY 25	\$25.06	\$25.06	Monthly	\$25.06
5"	FY 25	\$46.04	\$46.04	Monthly	\$46.04
6"	FY 25	\$74.86	\$74.86	Monthly	\$74.86
8"	FY 25	\$161.45	\$161.45	Monthly	\$161.45
10"	FY 25	\$291.62	\$291.62	Monthly	\$291.62
12"	FY 25	\$472.31	\$472.31	Monthly	\$472.31
<b>Water - Capacity Surcharge (by meter size)**</b>					
1"	FY 23	\$1,434.00	\$1,434.00	Per new service	* \$3,378.00
1 1/2"	FY 23	\$2,868.00	\$2,868.00	Per new service	* \$6,756.00
2"	FY 23	\$4,588.80	\$4,588.80	Per new service	* \$10,810.00
3"	FY 23	\$9,177.60	\$9,177.60	Per new service	* \$23,646.00
4"	FY 23	\$14,340.00	\$14,340.00	Per new service	* \$40,536.00
6"	FY 23	\$28,680.00	\$28,680.00	Per new service	* \$91,206.00
8"	FY 23	\$45,888.00	\$45,888.00	Per new service	* \$108,096.00
10"	FY 23	\$68,832.00	\$68,832.00	Per new service	* \$283,752.00

City of Portsmouth  
 Fee Schedule  
 Water / Sewer Divisions

Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule	* (Indicates change from current fee)	Suggested FY 2027 Schedule
<b>Sewer Service Fee (by meter size)**</b>					
5/8" X 3/4"	FY 27	N/A	N/A	Monthly	* \$8.04
1"	FY 27	N/A	N/A	Monthly	* \$13.40
1 1/2"	FY 27	N/A	N/A	Monthly	* \$26.81
2"	FY 27	N/A	N/A	Monthly	* \$42.89
3"	FY 27	N/A	N/A	Monthly	* \$93.83
4"	FY 27	N/A	N/A	Monthly	* \$160.85
6"	FY 27	N/A	N/A	Monthly	* \$361.92
8"	FY 27	N/A	N/A	Monthly	* \$428.94
10"	FY 27	N/A	N/A	Monthly	* \$1,125.97
<b>Sewer - Capacity Surcharge Fee (by meter size)**</b>					
1"	FY 23	\$3,985.00	\$3,985.00	Per new service	* \$7,957.00
1 1/2"	FY 23	\$7,970.00	\$7,970.00	Per new service	* \$15,914.00
2"	FY 23	\$12,752.00	\$12,752.00	Per new service	* \$25,462.00
3"	FY 23	\$25,504.00	\$25,504.00	Per new service	* \$55,699.00
4"	FY 23	\$39,850.00	\$39,850.00	Per new service	* \$95,484.00
6"	FY 23	\$79,700.00	\$79,700.00	Per new service	* \$214,839.00
8"	FY 23	\$127,520.00	\$127,520.00	Per new service	* \$254,624.00
10"	FY 23	\$191,280.00	\$191,280.00	Per new service	* \$668,388.00
<b>Sewer Surcharges (per pound)</b>					
BOD Portsmouth	FY 15	\$0.20	\$0.20	Per LB	* \$0.77
BOD Pease	FY 15	\$0.20	\$0.20	Per LB	* \$0.77
TSS Portsmouth	FY 15	\$0.17	\$0.17	Per LB	* \$0.65
TSS Pease	FY 15	\$0.17	\$0.17	Per LB	* \$0.65

City of Portsmouth  
 Fee Schedule  
 Water / Sewer Divisions

Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule	* (Indicates change from current fee)	Suggested FY 2027 Schedule
Septage Dumping Fee per 1,000 gals	FY 25	\$100.00	\$100.00	Per 1,000 gallons	\$100.00
Recreation Vehicles *Non-Resident*	FY 17	\$30.00	\$30.00	Per visit	\$30.00
Sewer Connection Application	FY 15	\$350.00	\$350.00	Per new service	* \$400.00
Roadway & Utility Excavation Contractor Permit	FY 22	\$50.00	\$50.00	Initial certification	\$50.00
(Electric/Lighting/Signal/Gas/Telephone/Cable	FY 22	\$25.00	\$25.00	Annual fee: certification renewal	\$25.00
Road/Sidewalk)	FY 22	\$25.00	\$25.00	Annual fee: additional certifications	\$25.00
	FY 22	\$500.00	\$500.00	Recertification following suspension	\$500.00
Equipment Rate (Water & Sewer) - Pick Up	FY 26	\$15.00	\$25.00	Per hour	\$25.00
Pump Truck	FY 26	\$150.00	\$165.00	Per hour	\$165.00
Backhoe	FY 23	\$60.00	\$60.00	Per hour	\$60.00
Excavator	FY 26	\$75.00	\$140.00	Per hour	\$140.00
1-Ton Dump	FY 26	\$65.00	\$35.00	Per hour	\$35.00
6-Wheeler Dump	FY 26	N/A	\$75.00	Per hour	\$75.00
10-Wheeler Dump	FY 26	N/A	\$95.00	Per hour	\$95.00
Compressor	FY 26	\$20.00	\$35.00	Per hour	\$35.00
Tapping	FY 26	\$25.00	\$35.00	Per hour	\$35.00
Pump	FY 26	\$15.00	\$25.00	Per hour	\$25.00
Loader	FY 26	\$60.00	\$80.00	Per hour	\$80.00
Steamer	FY 26	\$15.00	\$25.00	Per hour	\$25.00
Vactor	FY 26	\$175.00	\$225.00	Per hour	\$225.00
TV Camera Vehicle	FY 26	\$150.00	\$175.00	Per hour	\$175.00
Mini Excavator	FY 26	N/A	\$75.00	Per hour	\$75.00

\*\*Contingent upon City Council's approval of the water sewer rate structure for the FY 27 budget.

**WATER AND SEWER DIVISION**  
**Revenues from fees**

	Actual FY 22	Actual FY 23	Actual FY 24	Actual FY 25	Budget FY 26	
<b>Hydrant Rentals to Municipalities</b>						
Permits	1040	1038	1066	1009		
Revenue	\$338,000	\$363,300	\$399,750	\$403,600	\$453,050	Water Only
<b>Backflow Test</b>						
Permits	1778	1846	2087	2088		
Revenue	\$97,790	\$110,770	\$125,221	\$129,700	\$125,000	Water Only
<b>Dumping Fees per 1,000 gals</b>						
M gallons	1636	2160	2497	3000		
Revenue	\$102,805	\$161,990	\$187,283	\$219,065	\$225,000	Sewer Only
<b>Water - Capacity Improvement Multiplier (CIM)</b>	\$153,870	\$149,237	\$97,512	\$140,000		
<b>Sewer - Capacity Improvement Multiplier (CIM)</b>	\$181,020	\$255,837	\$194,468	\$275,000		

Note: Revenue recorded in Enterprise Funds

City of Portsmouth  
 Fee Schedule  
 Library

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2025 Schedule</u>	<u>FY 2026 Schedule</u>	<u>* (Indicates change from current fee)</u>	<u>Suggested FY 2027 Schedule</u>
<b><u>LIBRARY</u></b>					
<u>Interlibrary loan fee for out of state materials</u>	<u>FY 24</u>	<u>\$15.00</u>	<u>\$15.00</u>		<u>\$15.00</u>
<u>Non-Resident Library Card</u>	<u>FY 20</u>	<u>\$100.00</u>	<u>\$100.00</u>		<u>\$100.00</u>
<u>Non-Resident Library Card-3 months</u>	<u>FY 24</u>	<u>\$35.00</u>	<u>\$35.00</u>		<u>\$35.00</u>
<u>Non-Resident Library Card-6 months</u>	<u>FY 20</u>	<u>\$55.00</u>	<u>\$55.00</u>		<u>\$55.00</u>
<u>Non-Resident Library Card-Senior Rate</u>	<u>FY 20</u>	<u>\$90.00</u>	<u>\$90.00</u>		<u>\$90.00</u>
<u>Non-Resident Library Card-Senior Rate-3 months</u>	<u>FY 24</u>	<u>\$30.00</u>	<u>\$30.00</u>		<u>\$30.00</u>
<u>Non-Resident Library Card-Senior Rate-6 months</u>	<u>FY 20</u>	<u>\$50.00</u>	<u>\$50.00</u>		<u>\$50.00</u>

Businesses located within the city are eligible for a free Portsmouth Public Library Business card, whether the business owns or rents space.

Non-profit organizations and state agencies are included in these provisions.

**Library  
Revenues from fees**

	Actual FY 22	Actual FY 23	Actual FY 24	Actual FY 25
<b>Library Cards</b>	\$31,950	\$34,755	\$36,994	\$40,190

Note: Revenue recorded in a Special Revenue Fund

City of Portsmouth  
 Fee Schedule  
 Prescott Park

Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule	* (Indicates change from current fee)	Suggested FY 2027 Schedule
<b>Chapter 8: Article II Section 202 E 7 b</b>					
<b>Park Property-</b>					
<b>Park Property-Per Hour Docking Fees</b>					
*Note: A cancellation request within 24 hrs of reservation will not be refunded					
<i>HOURLY RATE WOODEN DOCKS</i>			<i>HOURLY RATE - WOODEN DOCKS</i>		
<b>RESIDENT (May 1-Sep 30)</b>					
Craft up to twenty (20) ft in length overall	FY 24	\$5.00	\$5.00	Per hour	\$5.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	\$6.00	\$6.00	Per hour	\$6.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	\$7.00	\$7.00	Per hour	\$7.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	\$10.00	\$10.00	Per hour	\$10.00
For craft over fifty (50) ft overall	FY 24	\$11.00	\$11.00	Per hour	\$11.00
<b>NON-RESIDENT (May 1-Sep 30)</b>			<i>HOURLY RATE - WOODEN DOCKS</i>		
Craft up to twenty (20) ft in length overall	FY 24	\$9.00	\$9.00	Per hour	* \$10.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	\$12.00	\$12.00	Per hour	* \$13.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	\$16.00	\$16.00	Per hour	* \$17.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	\$20.00	\$20.00	Per hour	* \$21.00
For craft over fifty (50) ft overall	FY 24	\$24.00	\$24.00	Per hour	* \$25.00

City of Portsmouth  
 Fee Schedule  
 Prescott Park

Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule	* (Indicates change from current fee)	Suggested FY 2027 Schedule
RESIDENT (Oct 1-Apr 30)		<i>HOURLY RATE - WOODEN DOCKS</i>			
Craft up to twenty (20) ft in length overall	FY 24	\$4.00	\$4.00	Per hour	\$4.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	\$5.00	\$5.00	Per hour	\$5.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	\$6.00	\$6.00	Per hour	\$6.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	\$9.00	\$9.00	Per hour	\$9.00
For craft over fifty (50) ft overall	FY 24	\$10.00	\$10.00	Per hour	\$10.00
NON-RESIDENT (Oct 1-Apr 30)		<i>HOURLY RATE - WOODEN DOCKS</i>			
Craft up to twenty (20) ft in length overall	FY 24	\$6.00	\$6.00	Per hour	* \$7.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	\$9.00	\$9.00	Per hour	* \$10.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	\$10.00	\$10.00	Per hour	* \$11.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	\$11.00	\$11.00	Per hour	* \$12.00
For craft over fifty (50) ft overall	FY 24	\$14.00	\$14.00	Per hour	* \$15.00
<i>4 HOUR MINIMUM RATE - CEMENT DOCK</i>					
RESIDENT (May 1-Sep 30)		<i>4 HOUR MINIMUM RATE - CEMENT DOCK</i>			
Craft up to twenty (20) ft in length overall	FY 24	\$13.00	\$13.00	Per 4 hours-over 4 hrs pay daily rate	* \$14.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	\$17.00	\$17.00	Per 4 hours-over 4 hrs pay daily rate	* \$18.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	\$21.00	\$21.00	Per 4 hours-over 4 hrs pay daily rate	* \$22.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	\$33.00	\$33.00	Per 4 hours-over 4 hrs pay daily rate	* \$34.00
For craft over fifty (50) ft overall	FY 24	\$37.00	\$37.00	Per 4 hours-over 4 hrs pay daily rate	* \$38.00

City of Portsmouth  
 Fee Schedule  
 Prescott Park

Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule	* (Indicates change from current fee)	Suggested FY 2027 Schedule
<b>NON-RESIDENT (May 1-Sep 30)</b>		<b><i>4 HOUR MINIMUM RATE - CEMENT DOCK</i></b>			
Craft up to twenty (20) ft in length overall	FY 24	\$25.00	\$25.00	Per 4 hours-over 4 hrs pay daily rate	* \$26.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	\$33.00	\$33.00	Per 4 hours-over 4 hrs pay daily rate	* \$34.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	\$41.00	\$41.00	Per 4 hours-over 4 hrs pay daily rate	* \$42.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	\$65.00	\$65.00	Per 4 hours-over 4 hrs pay daily rate	* \$66.00
For craft over fifty (50) ft overall	FY 24	\$73.00	\$73.00	Per 4 hours-over 4 hrs pay daily rate	* \$74.00
<b>RESIDENT (Oct 1-Apr 30)</b>		<b><i>4 HOUR MINIMUM RATE - CEMENT DOCK</i></b>			
Craft up to twenty (20) ft in length overall	FY 24	\$9.00	\$9.00	Per 4 hours-over 4 hrs pay daily rate	* \$10.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	\$13.00	\$13.00	Per 4 hours-over 4 hrs pay daily rate	* \$14.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	\$17.00	\$17.00	Per 4 hours-over 4 hrs pay daily rate	* \$18.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	\$29.00	\$29.00	Per 4 hours-over 4 hrs pay daily rate	* \$30.00
For craft over fifty (50) ft overall	FY 24	\$33.00	\$33.00	Per 4 hours-over 4 hrs pay daily rate	* \$34.00
<b>NON-RESIDENT (Oct 1-Apr 30)</b>		<b><i>4 HOUR MINIMUM RATE - CEMENT DOCK</i></b>			
Craft up to twenty (20) ft in length overall	FY 24	\$13.00	\$13.00	Per 4 hours-over 4 hrs pay daily rate	* \$14.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	\$25.00	\$25.00	Per 4 hours-over 4 hrs pay daily rate	* \$26.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	\$29.00	\$29.00	Per 4 hours-over 4 hrs pay daily rate	* \$30.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	\$33.00	\$33.00	Per 4 hours-over 4 hrs pay daily rate	* \$34.00
For craft over fifty (50) ft overall	FY 24	\$45.00	\$45.00	Per 4 hours-over 4 hrs pay daily rate	* \$46.00

City of Portsmouth  
 Fee Schedule  
 Prescott Park

Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule	* (Indicates change from current fee)	Suggested FY 2027 Schedule
<b>Park Property-Per Day Docking Fees</b> (to be paid in advance)					
<b>RESIDENT (May 1-Sep 30)</b>					
Craft up to twenty (20) ft in length overall	FY 24	\$38.00	\$38.00	Per day	\$38.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	\$44.00	\$44.00	Per day	\$44.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	\$50.00	\$50.00	Per day	\$50.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	\$62.00	\$62.00	Per day	\$62.00
For craft over fifty (50) ft overall	FY 24	\$74.00	\$74.00	Per day	\$74.00
<b>NON-RESIDENT (May 1-Sep 30)</b>					
Craft up to twenty (20) ft in length overall	FY 24	\$50.00	\$50.00	Per day	* \$55.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	\$74.00	\$74.00	Per day	* \$79.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	\$98.00	\$98.00	Per day	* \$103.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	\$122.00	\$122.00	Per day	* \$127.00
For craft over fifty (50) ft overall	FY 24	\$146.00	\$146.00	Per day	* \$151.00
<b>RESIDENT (Oct 1-Apr 30)</b>					
Craft up to twenty (20) ft in length overall	FY 24	\$20.00	\$20.00	Per day	\$20.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	\$24.00	\$24.00	Per day	\$24.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	\$26.00	\$26.00	Per day	\$26.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	\$32.00	\$32.00	Per day	\$32.00
For craft over fifty (50) ft overall	FY 24	\$38.00	\$38.00	Per day	\$38.00

City of Portsmouth  
 Fee Schedule  
 Prescott Park

Description	Fiscal Year Last Adjusted	FY 2025 Schedule	FY 2026 Schedule		* (Indicates change from current fee)	Suggested FY 2027 Schedule
<b>NON-RESIDENT (Oct 1-Apr 30)</b>						
Craft up to twenty (20) ft in length overall	FY 24	\$26.00	\$26.00	Per day		* \$31.00
For craft twenty-one (21) ft to thirty (30) ft overall	FY 24	\$38.00	\$38.00	Per day		* \$43.00
For craft thirty-one (31) ft to forty (40) ft overall	FY 24	\$50.00	\$50.00	Per day		* \$55.00
For craft over forty-one (41) ft to fifty (50) ft overall	FY 24	\$62.00	\$62.00	Per day		* \$67.00
For craft over fifty (50) ft overall	FY 24	\$74.00	\$74.00	Per day		* \$79.00
<b>Park Property-Seasonal Rental Docking Fees</b>						
<b>RESIDENT (April 2 - November 1)</b>						
	FY 26	\$140.00	\$150.00	Per season per boat foot		\$150.00
	FY 24	\$2,100.00	\$2,100.00	Per season minimum		* \$2,250.00
<b>NON-RESIDENT (April 2 - November 1)</b>						
	FY 26	\$173.00	\$185.00	Per season per boat foot		* \$190.00
	FY 24	\$2,595.00	\$2,595.00	Per season minimum		* \$2,850.00
<b>Park Property-Docking Utility Access Fees</b>						
<b>Dock Utility Access:</b>						
<b>Resident</b>						
	FY 24	\$15.00	\$15.00	Per day		* \$16.00
	FY 24	\$300.00	\$300.00	Per season		* \$320.00
<b>Non Resident</b>						
	FY 24	\$15.00	\$15.00	Per day		* \$16.00
	FY 24	\$300.00	\$300.00	Per season		* \$320.00

**City of Portsmouth  
 Fee Schedule  
 Prescott Park**

<u>Description</u>	<u>Fiscal Year Last Adjusted</u>	<u>FY 2025 Schedule</u>	<u>FY 2026 Schedule</u>	<u>* (Indicates change from current fee)</u>	<u>Suggested FY 2027 Schedule</u>
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**Park Property-Wedding Reservation Fee**

The wedding reservation fee shall be waived when either one of the persons being married is a Portsmouth resident. The fee shall be refunded in the event that the wedding cannot be held in Prescott Park due to inclement weather.

<b>Weddings which include 1-10 participants in total</b>	<b>FY 21</b>	<b>\$175.00</b>	<b>\$175.00</b>	<b>*</b>	<b>\$200.00</b>
<b>Weddings which include 11-74 participants in total</b>	<b>FY 21</b>	<b>\$400.00</b>	<b>\$400.00</b>	<b>*</b>	<b>\$500.00</b>
<b>Weddings which include more than 74 participants in total</b>	<b>FY 21</b>	<b>\$775.00</b>	<b>\$775.00</b>	<b>*</b>	<b>\$1,000.00</b>

**Prescott Park  
Revenues from fees**

	Actual FY 22	Actual FY 23	Actual FY 24	Actual FY 25
<b>Dock Fees (Marine Maintenance Trust)</b>	\$71,975	\$73,451	\$74,367	\$82,249
<b>Weddings</b>	\$3,525	\$3,450	\$2,325	\$5,148

Note: Revenue recorded in a Special Revenue Fund