

TOWN OF BERLIN GENERAL FEE SCHEDULE

PER RESOLUTION 2026-01 APPROVED JANUARY 12, 2026						
All fees subject to change by Resolution of the Mayor and Council.						
		FY2026	FY 2027	FY 2028	FY 2029	FY 2030
		effective 7/1/2025	effective 7/1/2026	effective 7/1/2027	effective 7/1/2028	effective 74/1/2029
PLANNING DEPARTMENT						
Building Permits		PLAN REVIEW FEE	PLAN REVIEW FEE	PLAN REVIEW FEE	PLAN REVIEW FEE	PLAN REVIEW FEE
Construction Cost						
\$1.00 - \$3,000.00		\$40.00	\$45.00	\$50.00	\$55.00	\$60.00
\$3,001.00 - \$100,000.00		\$75.00	\$80.00	\$85.00	\$90.00	\$95.00
\$100,001.00 - \$500,000.00		\$180.00	\$190.00	\$200.00	\$225.00	\$250.00
\$500,001.00 - \$1,000,000.00		\$250.00	\$275.00	\$300.00	\$300.00	\$325.00
Over \$1,000,000.00		\$300.00	\$350.00	\$400.00	\$425.00	\$450.00
		PERMIT FEE	PERMIT FEE	PERMIT FEE	PERMIT FEE	PERMIT FEE
Repair/Maintenance Work which does not alter the structure, size, or other material aspect of a building. Examples: Replacement of windows like-to-like, replacement of roof.		\$60	\$65.00	\$70.00	\$75.00	\$80.00
\$1.00 - \$3,000.00		\$60	\$65.00	\$70.00	\$75.00	\$80.00
\$3,001.00 - \$100,000.00		\$75.00 + 1% construction cost	\$80.00 + 1% construction cost	\$85.00 + 1% construction cost	\$90.00 + 1% construction cost	\$95.00 + 1% construction cost
\$100,001.00 - \$500,000.00		\$1,410.00 for first \$100,000 construction cost plus \$14.00/\$1,000.00 additional	\$1,450.00 for first \$100,000 construction cost plus \$16.00/\$1,000.00 additional	\$1,525.00 for first \$100,000 construction cost plus \$18.00/\$1,000.00 additional	\$1,600.00 for first \$100,000 construction cost plus \$20.00/\$1,000.00 additional	\$1,675.00 for first \$100,000 construction cost plus \$22.00/\$1,000.00 additional
\$500,001.00 - \$1,000,000.00		\$5,700.00 for first \$500,000 construction cost plus \$12.00/\$1,000.00 additional	\$5,800.00 for first \$500,000 construction cost plus \$14.00/\$1,000.00 additional	\$5,900.00 for first \$500,000 construction cost plus \$16.00/\$1,000.00 additional	\$6,000.00 for first \$500,000 construction cost plus \$18.00/\$1,000.00 additional	\$6,250.00 for first \$500,000 construction cost plus \$20.00/\$1,000.00 additional
Over \$1,000,000.00		\$10,200.00 for first \$1,000,000 construction cost plus \$4.50/\$1,000.00 additional	\$10,500.00 for first \$1,000,000 construction cost plus \$5.00/\$1,000.00 additional	\$11,000.00 for first \$1,000,000 construction cost plus \$6.00/\$1,000.00 additional	\$11,500.00 for first \$1,000,000 construction cost plus \$7.00/\$1,000.00 additional	\$12,000.00 for first \$1,000,000 construction cost plus \$8.00/\$1,000.00 additional
Sign Permit Fees						
Residential Development, commercial, institutional and church signs		\$6.00/sq. ft. - Min. \$120.00	\$7.00/sq. ft. - Min. \$140.00	\$8.00/sq. ft. - Min. \$160.00	\$9.00/sq. ft. - Min. \$180.00	\$10.00/sq. ft. - Min. \$200.00
Sidewalk Signs		\$75.00	\$80	\$85	\$90	\$100
All other signs including temporary signs		\$80.00	\$85	\$90	\$95	\$125
Planning Commission Fees						
Minor subdivision creating fewer than 6 lots		\$750.00	\$775	\$800	\$825	\$850
Major subdivision of 6 or more lots		\$750.00 plus \$80.00/lot	\$775.00 plus \$85.00/lot	\$800.00 plus \$90.00/lot	\$825.00 plus \$50.00/lot	\$850.00 plus \$100.00/lot
Residential Site Plan review: \$720.00 plus \$35.00 per residential unit and/or lot.		\$750.00 plus \$35.00/residential unit and/or lot	\$775.00 plus \$40.00/residential unit and/or lot	\$800.00 plus \$45.00/residential unit and/or lot	\$850.00 plus \$50.00/residential unit and/or lot	\$900.00 plus \$55.00/residential unit and/or lot
Commercial Site Plan review:		\$0.25/sq. ft. - min. \$800.00	\$0.30/sq. ft. - min. \$875.00	\$0.35/sq. ft. - min. \$950.00	\$0.40/sq. ft. - min. \$1100.00	\$0.50/sq. ft. - min. \$1200.00
Zoning Change/Rezoning Hearing- plus advertising costs*		\$525.00	\$550	\$575	\$600	\$625

NOTE: Fees go into effect July 1 of each year. Schedule does not reflect all fees, charges, usage rates, etc. charged by the Town of Berlin. Please contact the appropriate Department for additional information.

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Board of Zoning Appeals Fees						
Hearing Fee - plus advertising costs		\$525.00	\$550	\$575	\$600	\$625
HDC Fee						
HDC Appearance/Review		\$100.00	\$110	\$120	\$130	\$140
Other Planning Dept. Fees						
Excavation/Grading Permit		\$350.00	\$360	\$375	\$400	\$450
Demolition Permit		\$210.00	\$250	\$275	\$300	\$350
Burn Permit		\$40.00	\$45	\$50	\$55	\$60
Zoning Certificate for change of use		\$145.00	\$150	\$155	\$160	\$165
Annexation Request - plus advertising costs*		\$525.00	\$550	\$575	\$600	\$625
Stormwater Management Review Fees		Review fees include one review each of the Concept Plan, Site Development Plan and Final Plan for a total of three (3) reviews.				
Single Family Dwellings		Minimum fee of \$850.00	Minimum fee of \$875	Minimum fee of \$900.00	Minimum fee of \$925.00	Minimum fee of \$950.00
Up to 130,000 sq. ft. of disturbance		\$10.50 per 1,000 square feet of disturbance	\$11.00 per 1,000 square feet of disturbance	\$11.50 per 1,000 square feet of disturbance	\$12.00 per 1,000 square feet of disturbance	\$14.00 per 1,000 square feet of disturbance
Greater than 130,000 sq. ft. of disturbance		\$3.00 per 1,000 square feet of disturbance	\$3.25 per 1,000 square feet of disturbance	\$3.50 per 1,000 square feet of disturbance	\$3.75 per 1,000 square feet of disturbance	\$4.00 per 1,000 square feet of disturbance
Additional reviews - each		\$275.00	\$300.00	\$325.00	\$350.00	\$375.00
Minor revisions to approved plans		\$275.00	\$300.00	\$325.00	\$350.00	\$375.00
Multi-Family, Agricultural, Commercial, Industrial and Institutional Structures and Uses		Minimum fee of \$1375.00	Minimum fee of \$1400.00	Minimum fee of \$1450.00	Minimum fee of \$1475.00	Minimum fee of \$1500.00
Up to 220,000 sq. ft. of disturbance		\$15.00 per 1,000 square feet of disturbance	\$15.50 per 1,000 square feet of disturbance	\$16.00 per 1,000 square feet of disturbance	\$16.50 per 1,000 square feet of disturbance	\$17.00 per 1,000 square feet of disturbance
Greater than 220,000 sq. ft. of disturbance		\$4.00 per 1,000 square feet of disturbance	\$4.50 per 1,000 square feet of disturbance	\$5.00 per 1,000 square feet of disturbance	\$5.50 per 1,000 square feet of disturbance	\$6.00 per 1,000 square feet of disturbance
Review fees include one review each of the Concept Plan, Site Development Plan and Final Plan for a total of three (3) reviews.		Additional reviews: \$425 each	Additional reviews: \$450 each	Additional reviews: \$475 each	Additional reviews: \$500 each	Additional reviews: \$525 each
Minor revisions to approved plans		\$425.00	\$450.00	\$475.00	\$500.00	\$525.00
Waiver Requests		\$275.00 flat fee	\$300.00 flat fee	\$325.00 flat fee	\$350.00 flat fee	\$375.00 flat fee
Impact Fees (est. 2005)						
Residential per dwelling unit		\$2,000.00	PENDING REVIEW			
Commercial		\$1 per sq. foot of bldg.				
Note: Impact Fees are currently set by Town Code. Revision would require an Ordinance. A formal fee study is proposed for FY26.						

*Advertising Costs billed to applicant when invoiced to the Town.

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OTHER FEES						
Parks Fees						
Park Facility Reservation		\$75.00 (\$35 returned)	\$80.00 (\$35 returned)	\$85.00 (\$35 returned)	\$90.00 (\$35 returned)	\$100.00 (\$35 returned)
Park Electric		\$18.00	\$20.00	\$22.00	\$24.00	\$26.00
Business License/Permit Fees (annual)						
Business License Fee		\$150.00	No increase recommended at time of approval of Res. '25-04			
Long-term Rental License Fee		\$75.00/unit				
#Peddlers and Solicitors		\$150/Company plus \$75/person	To follow Business License Fee increases (exact per company/proportionate per person)			
#Fee for individual is for EACH registered individual conducting the peddling/soliciting. Each individual must be seperately registered with the Berlin Police Department and registration is non-transferable between individuals.						
+Short-Term Rental License Fees						
STR License Application Fee-1st issuance		\$350.00	PENDING REVIEW			
License fee after first year (first year is application fee + lic. fee)		\$200.00				
+Short-Term Rental License Fees are stated in Code Art. II, Sec. 8-30(d); changes would require amending Ordinance.						
Commercial Trash Collection						
Solid Waste						
95-Gal. Waste Wheeler: Cost per additional can (to purchase)		\$105.00	\$110.00	\$115.00	\$120.00	\$125.00
Residential-1 can/Commercial-2 provided at no cost						
COMMERCIAL COLLECTION (billed quarterly)						
COMMERCIAL CAN Price per each additional **		\$160.00	\$170.00	\$180.00	\$190.00	\$200.00
**Commercial collected 1X week. If customer requests multiple per week, charge will be accordingly.						
Police Department						
Report Fees						
Reports		\$10.00	No increase recommended at time of approval of Res. '25-04			
Pictures		\$50.00				
Video		\$75.00				
Advanced Collision Reports		\$10.00				
Fingerprint Fees:						
State and Federal Cards		\$60.00				
State Only		\$45.00				
FBI Card		\$25.00				

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