

TOWN OF HOLLIS - Schedule of Fees and Charges

Town Hall

| ACTIVITY | CURRENT | | |
|---|--------------------|--------|-----------------|
| Copies | | | |
| letter - single or double sided | \$ | 0.25 | per page |
| legal - single or double sided | \$ | 0.50 | per page |
| ledger (tax maps - one sided) | \$ | 1.00 | per page |
| large format copies | \$ | 5.00 | per page |
| Returned Checks | \$ | 25.00 | |
| NH Right-To-Know Requests | Labor and Material | | |
| Electronic Documents | \$ | 30.00 | plus cost |
| GIS Maps | \$ | 30.00 | plus cost |
| Fax Service | | | |
| local | No charge | | |
| toll | \$ | 0.25 | per page |
| Notary Services | | | |
| Resident | No charge | | |
| Non-Resident | \$ | 5.00 | |
| Tax Collector | | | |
| Duplicate Paid Tax Bill (resident) | No charge | | |
| Duplicate Paid Tax Bill (non-resident) | \$ | 1.00 | |
| Single Tax Map Copy | \$ | 1.00 | |
| Set of Tax Maps | \$ | 30.00 | |
| Assessing | | | |
| Copy of Property Assessment Card (property owner) | No charge | | |
| Copy of Property Assessment Card | \$ | 1.00 | |
| Owner/Assessment Listing electronic file | \$ | 30.00 | |
| Certified Mailing | Current mail rate | | |
| Lawrence Barn Community Center Rental | | | |
| Hollis Community Organization / Non-profit | \$ | 50.00 | 2 hour session |
| Hollis Community Organization / Non-profit | \$ | 100.00 | 4 hour session |
| Private Event-Hollis Resident | \$ | 75.00 | 2 hour session |
| Private Event-Hollis Resident | \$ | 175.00 | 4 hour session |
| Regional Non-Profit (with more than 50% Hollis members) | \$ | 100.00 | 2 hour session |
| Regional Non-Profit (with more than 50% Hollis members) | \$ | 200.00 | 4 hour session |
| Regional Non-Profit (with less than 50% Hollis members) | \$ | 150.00 | 2 hour session |
| Regional Non-Profit (with less than 50% Hollis members) | \$ | 300.00 | 4 hour session |
| Hollis Recreation Program Facility Charge | \$ | 10.00 | per participant |
| Town Hall Rental | | | |
| Meeting fee (non-profit organizations) | \$ | 10.00 | 2 hour maximum |
| Community Room / Upper Town Hall Rental Fee | \$ | 50.00 | full day |
| Regional Non-Profit (with less than 50% hollis members) | \$ | 100.00 | 4 hour minimum |

TOWN OF HOLLIS - Schedule of Fees and Charges

Town Clerk

| ACTIVITY | CURRENT | | |
|---|---------|-------|-----------------------|
| Dog License | | | |
| Male | \$ | 9.00 | |
| Female | \$ | 9.00 | |
| Spayed/Neutered | \$ | 6.50 | |
| Owner over 65 | \$ | 2.00 | |
| Penalty after May 31 | \$ | 1.00 | |
| Forfeiture fine after May 31 | \$ | 25.00 | |
| Motor Vehicle Registration | | | |
| Motor Vehicle Registration Fee | \$ | 1.00 | |
| Motor Vehicle Transportation Registration Fee | \$ | 1.00 | |
| Motor Vehicle Title Fee | \$ | 2.00 | plus \$25 State of NH |
| State Decals | \$ | 2.50 | |
| Marriage License | | | |
| Local | \$ | 7.00 | |
| State | \$ | 38.00 | |
| Certified Copies | | | |
| Birth, Marriage, Death - Local fee (1st copy) | \$ | 15.00 | \$7 Town / \$8 State |
| Birth, Marriage, Death - Local fee (2nd copy)* | \$ | 10.00 | \$5 Town / \$5 State |
| *(only if requested at same time as 1st copy) | | | |
| Voter Registration Information | | | |
| Voter Registration Checklist (print-out) RSA 654:31 | \$ | 25.00 | each |
| Voter Registration Checklist (disk) | \$ | 30.00 | per disk |
| Certified Voter Affidavit Card | \$ | 4.00 | |
| Sheriff Writ or Petition | \$ | 0.50 | |
| Filings | | | |
| Articles of Agreement | \$ | 5.00 | |
| Dredge and Fill Plans | \$ | 10.00 | |
| Pole License | \$ | 10.00 | |
| Notary Services | | | |
| Resident | \$ | 4.00 | |
| Non-Resident | \$ | 4.00 | |

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Cemetery

| ACTIVITY | CURRENT | |
|---|-------------------|---------------------|
| Lot Fees (50% General Care / 50% General Fund) | | |
| One Lot | \$ | 300.00 |
| Two Lot | \$ | 600.00 |
| Three Lot | \$ | 900.00 |
| Four Lot | \$ | 1,200.00 |
| Two Lot Monument Section (East Cemetery) | \$ | 750.00 |
| Burial Fees | | |
| | Monday - Thursday | Friday and Saturday |
| Full Burial | \$ 700.00 | \$ 1,000.00 |
| Infant Burial | \$ 500.00 | \$ 800.00 |
| Cremation | \$ 200.00 | \$ 350.00 |
| Disinterment | \$ 1,500.00 | N/A |

Burials are permitted from April 1st – November 30th during the normal daytime hours of the Department of Public Works. There shall be no burials performed on Sundays or any other day observed as a Holiday by the Town of Hollis. During the winter months of December through March, permission to inter may be requested of the Trustees. The requests will be considered by the Trustees and the Director of Public Works. Every available effort will be made to accommodate the request, subject to weather conditions, the ability to locate and open graves, and the availability of manpower and equipment to perform the necessary tasks. If winter burials are permitted additional fees may be assessed.

Two Days notice required for all burials
No disinterments will be performed on Saturdays

TOWN OF HOLLIS - Schedule of Fees and Charges

Fire Department

| ACTIVITY | CURRENT |
|---|---|
| For The Following Types of Fires | |
| Fires: Permitted Out of Control Fires | Personnel, supplies & equipment |
| Fires: Illegal Burns | Personnel, supplies & equipment |
| Fires: Arson | Personnel, supplies & equipment |
| Fires: Hazmat | Personnel, supplies & equipment |
| Equipment | |
| 13 E 1 | \$ 85.00 per hour |
| 13 E 3 | \$ 85.00 per hour |
| 13 P 1 | \$ 100.00 per hour |
| 13 L 1 | \$ 100.00 per hour |
| 13 T 1 | \$ 50.00 per hour |
| 13 T 4 | \$ 50.00 per hour |
| 13 F 2 | \$ 50.00 per hour |
| 13 F 1 | \$ 35.00 per hour |
| Rescue Boat | \$ 20.00 per hour |
| 13 A 1 for Standby | \$ 50.00 per hour |
| Ambulance Calls: | Amount Allowed by Medicare or Private Insurance |
| Special Duty Pay | Per Collective Bargaining Agreement |
| False Alarms: (more than 4 to 12 month period) | \$ 25.00 |
| Fire Reports | \$ 15.00 |
| Insurance Reports | \$ 15.00 |
| Fire/Burn Permit | No fee |

TOWN OF HOLLIS - Schedule of Fees and Charges

Police Department

| ACTIVITY | CURRENT | |
|--|-------------------------------------|------------------|
| Police Reports (up to 10 pages) | \$ | 15.00 |
| Police Reports (each additional page) | \$ | 0.25 |
| For Victims Of Crimes | No charge | |
| For Public Defender Program | No charge | |
| Accident Report (up to 10 pages) | \$ | 15.00 |
| Accident Report (each additional page) | \$ | 0.25 |
| Dispatch Center Logs (up to 10 pages) | \$ | 15.00 |
| Dispatch Center Logs (up to 10 pages) | \$ | 0.25 |
| Photographs | | |
| CD-ROM (up to 20 photos) | \$ | 25.00 |
| 35MM and Polaroid | \$ | 10.00 each |
| Good Conduct Letter | \$ | 10.00 |
| DVD video copy | \$ | 35.00 |
| Audio tape copy | \$ | 35.00 |
| Finger Print Cards (up to 2) | \$ | 30.00 |
| Finger Print Cards (each additional) | \$ | 15.00 |
| Finger Print Cards (Hollis Residents) | No charge | |
| Special Duty | | |
| Officer Fee (4 hour minimum charge) | Per Collective Bargaining Agreement | |
| Administrative Fee | \$ | 13.80 per hour |
| Cruiser Fee | \$ | 15.00 per hour |
| Pistol Permits | \$ | 10.00 four years |
| Age over 65 years | No charge | |
| Residential Alarm Permit | \$ | 15.00 |
| Commercial Alarm Permit | \$ | 25.00 |
| Reapplication for Alarm Permit | \$ | 5.00 |
| Alarm Fines | Per Town Ordinance | |
| Parking Fines | Per Town Ordinance | |
| Animal Control | | |
| Kennel Fees | \$ | 25.00 per day |
| Fines | Per RSA | |

TOWN OF HOLLIS - Schedule of Fees and Charges

Department of Public Works

| ACTIVITY | FEE |
|--|--|
| Permits | |
| Driveway (new) | \$ 50.00 |
| Driveway (reconstruction/paving) | \$ 25.00 |
| Temporary Access | \$ 50.00 plus applicable security and escrow |
| Trench / Road Opening | \$ 50.00 plus applicable security and escrow |
| Stump Dump Disposal Area | |
| All Material Must Originate In Hollis | |
| Any Vehicle 1 Ton or Larger Is Considered Commercial | |
| Mixed Painted or Stained Wood, Paneling, Plywood & Chipboard | |
| Hollis Resident | \$ 42.00 cubic yard |
| Commercial | \$ 42.00 cubic yard |
| Sheetrock & Pressure Treated Wood | |
| Hollis Resident | \$ 54.00 cubic yard |
| Commercial | \$ 54.00 cubic yard |
| Asphalt Shingles (free of metal, wood & other foreign materials) | |
| Hollis Resident | \$ 90.00 cubic yard |
| Commercial | \$ 90.00 cubic yard |
| Stumps, Logs & Hard Fill | |
| Hollis Resident | \$ 12.00 per cu yd |
| Commercial | \$ 12.00 per cu yd |
| Brush & Clean wood (any vehicle 1 ton or larger is considered commercial) | |
| Hollis Resident | No charge |
| Commercial | \$ 6.00 per cu yd |
| Leaves, grass, manure, compost, etc | No charge |
| Transfer Station | |
| All Material Must Originate In Hollis | |
| Any Vehicle 1 Ton Or Larger Is Considered Commercial | |
| Transfer Station Sticker | \$ 2.00 per vehicle |
| Electronic Disposal | |
| Laptops & Microwaves | \$ 6.00 per unit |
| Computer Monitors & Miscellaneous Items | \$ 12.00 per unit |
| TV's under 36" | \$ 12.00 per unit |
| TV's over 36 & Console TV's | \$ 24.00 per unit |
| Tire Disposal | |
| Auto Tires up to 17" | \$ 3.00 per tire |
| Auto Tires with rims up to 17 " | \$ 5.00 per tire |
| Truck Tires 17 to 20" | \$ 10.00 per tire |
| Truck Tires 22 to 24" | \$ 12.00 per tire |
| Truck Tires with rim | \$ 16.00 per tire |
| Tractor Tires | \$ 25.00 per tire |
| Loader Tires | \$ 50.00 per tire |
| Refrigerators, Air Conditioners, Dehumidifiers | No Charge |
| Propane Tanks | |
| One Pound | No Charge |
| Equipment & Operator Hourly Rates | |
| Chain Saw | \$ 35.00 per hour |
| Pick up and 1 Ton Truck, | \$ 40.00 per hour |
| Dump Truck | \$ 45.00 per hour |
| Tractor & Rake | \$ 50.00 per hour |
| Backhoe | \$ 65.00 per hour |
| Loader, Excavator, and Shovel Dozer | \$ 85.00 per hour |
| Grader | \$ 100.00 per hour |

TOWN OF HOLLIS - Schedule of Fees and Charges

Building Department

| ACTIVITY | CURRENT |
|--|---------------------------|
| Application Fee | \$ 15.00 |
| Late Filing Fee - fee charged to all permits issued after construction has started. | 150% of timely permit fee |
| Re-Inspect Fee - If more than 2 inspections are required for the same item, a re-inspect fee will be assessed prior to the re-inspection | \$ 50.00 |
| Residential/Agricultural | |
| New SFR | |
| Heated living space | \$ 0.22 per sfa |
| Attached garage | \$ 0.11 per sfa |
| Unfinished (available living space left incomplete) | \$ 0.11 per sfa |
| Additions to SFR | |
| 0 - 250 sf | \$ 50.00 |
| Greater than 250 sf | \$ 50.00 + \$.20 per sfa |
| Renovations to SFR | |
| Finish of unfinished area | \$ 0.11 per sfa |
| Interior Alterations (structural) | \$ 0.11 per sfa |
| Structural Repairs | \$ 0.11 per sfa |
| Decks | |
| 0 - 250 sf | \$ 35.00 |
| Greater than 250 sf | \$ 35.00 + \$.20 per sfa |
| Porches | |
| 0-0250 sf | \$ 50.00 |
| Greater than 250 sf | \$ 50.00 + \$.20 per sfa |
| Accessory Structures | |
| 0 - 250 sf | \$ 35.00 |
| Greater than 250 sf | \$ 35.00 + \$.20 per sfa |
| Frame Structures - covered with plastic, fabric, and/or canvas | |
| 0 - 250 sf | \$ 25.00 |
| Greater than 250 sf | \$ 25.00 + \$.15 per sfa |
| Commercial/Business | |
| New construction (occupied) | \$ 0.40 per sfa |
| Additions - 0-250 sf | \$ 50.00 |
| Additions - greater than 250 sf | \$ 50.00 + \$.30 per sfa |
| Tenant Fit-up (finished or unfinished) | \$ 0.20 per sfa |
| Structural Repairs | \$ 0.10 per sfa |
| Special Inspection Fees | |
| Site Inspections - Engineering Consultant to perform inspection services of driveway, wetland buffer, erosion control, etc. (\$300.00 minimum escrow required) | Hourly Rate |
| Septic Inspection Fees | |
| Septic Permit (Full & Repair) - includes: witnessing test pits; plan review; inspections [bed bottom and final]; consultation with applicant/designer | \$ 225.00 |
| Review of Revised/As-Built Plans | \$ 50.00 per hour |
| Amended 02/10/14, 09/28/09, 06/15/06, 02/04/02, 02/26/18 | |
| Adopted 07/24/00 | |

Building Department

| ACTIVITY | CURRENT | |
|--|-----------|--------------------------|
| Re-Inspect Fee | \$ 50.00 | per hour |
| Inspection of Test Pits for subdivision approval | \$ 50.00 | per hour |
| Septic Inspections for structural alterations (not associated with new install or repair of septic) | \$ 50.00 | per hour |
| Certificate of Occupancy and Use | | |
| Business/Commercial CO | \$ 100.00 | |
| Business / Tenant CO | \$ 50.00 | |
| Home Based Business | \$ 25.00 | |
| Electrical | | |
| New Construction | | |
| Residential / Agricultural - up to 2,000 sf | \$ 75.00 | + \$.02 per sfa over |
| Commercial - up to 1,500 sf | \$ 100.00 | + \$.03 per sfa over |
| Additions | | |
| Greater than 500 sf and less than 1,000 sf | \$ 50.00 | |
| Greater than 1,000 sf | \$ 75.00 | |
| Service Upgrades (100A) | \$ 50.00 | + \$25.00 for each 100A |
| All other/Minimum | \$ 35.00 | |
| Plumbing | | |
| New Construction | | |
| Residential / Agricultural - up to 2 1/2 baths | \$ 75.00 | + \$25.00 per additional |
| Commercial - up to 6 baths | \$ 100.00 | + \$25.00 per additional |
| Additions | | |
| Bath or Kitchen | \$ 50.00 | |
| All other/Minimum | \$ 35.00 | |
| Mechanical | | |
| New Construction | | |
| Residential / Agricultural - up to 2,000 sf | \$ 75.00 | + \$.02 per sfa over |
| Commercial - up to 1,500 sf | \$ 100.00 | + \$.03 per sfa over |
| Additions | | |
| Greater than 500 sf and less than 1,000 sf | \$ 50.00 | |
| Greater than 1,000 sf | \$ 75.00 | |
| A/C Unit | \$ 50.00 | |
| Heat Conversion | \$ 50.00 | |
| Furnace Upgrade | \$ 40.00 | |
| Burner Replacement | \$ 35.00 | |
| All other/Minimum | \$ 35.00 | |
| Automatic Sprinkler Fire Protection | | |
| New Construction | | |
| Residential / Agricultural | \$ 300.00 | |
| Commercial up to 5,000 sq ft | \$ 600.00 | |
| Renovations | | |
| Residential / Agricultural | \$ 150.00 | |
| Commercial up to 5,000 sq ft | \$ 300.00 | |
| Finish of Unfinished Areas | \$ 60.00 | |
| Miscellaneous | | |
| Chimney/Fireplace, LP Insert, Woodstove | \$ 40.00 | |

Amended 02/10/14, 09/28/09, 06/15/06, 02/04/02, 02/26/18
Adopted 07/24/00

Building Department

| ACTIVITY | CURRENT |
|---|-------------------------|
| Swimming Pools (does not include electrical or mechanical fees) | |
| Inground | \$ 60.00 |
| Above ground | \$ 40.00 |
| Bond for Pool Fencing - Inground | Amount set by ordinance |
| Bond for Pool Fencing - Above Ground | Amount set by ordinance |
| Signs | |
| Commercial (new) | \$ 50.00 |
| Residential | \$ 25.00 |
| Home Based Business | \$ 25.00 |
| Demolition of Structure | |
| 0 - 500 sf | \$ 25.00 |
| Greater than 500 sf | \$ 50.00 |
| Cell Towers (includes electrical fees) | \$ 250.00 |
| Wind Turbines (electric permit & certified mailing required) | \$ 75.00 |

TOWN OF HOLLIS - Schedule of Fees and Charges

Land Use Departments (Planning, Zoning & HDC)

| ACTIVITY | CURRENT | | |
|---------------------------------------|-----------|-------------------|---|
| Zoning Board of Adjustment | | | |
| Application Fee | \$ | 75.00 | |
| Certified Mailing | | Current mail rate | |
| Historic District Commission | | | |
| Application Fee | | No charge | |
| Sign application Fee | | No charge | |
| Subdivision Applications | | | |
| Conceptual Review | No charge | | plus regular mail rate |
| Design Review | \$ | 75.00 | plus certified mail rate |
| Lot Line Adjustment | \$ | 75.00 | plus certified mail rate |
| Subdivision | \$ | 75.00 | per lot, plus certified mail rate |
| Tax Map Fee | \$ | 25.00 | per lot |
| Site Plan Applications | | | |
| Conceptual Review | No charge | | plus regular mail rate |
| Design Review | \$ | 100.00 | plus certified mail rate |
| Minor Site Plan | \$ | 100.00 | plus certified mail rate |
| Major Site Plan | \$ | 200.00 | plus certified mail rate |
| Modification to Site/Subdivision Plan | \$ | 75.00 | plus certified mail rate |
| Postage | | | |
| Certified Mail Notification | | Current mail rate | |
| Regular Mail Notification | | Regular mail rate | |
| Recordings | | | |
| Plans | \$ | 40.00 | per sheet |
| Documents | | Per HCRD | |
| Miscellaneous | | | |
| Scenic Road Hearing | \$ | 50.00 | plus legal notice & certified mail rate |
| Regional Impact Hearing | \$ | 50.00 | plus legal notice & certified mail rate |
| Miscellaneous Applications | \$ | 75.00 | plus legal notice & certified mail rate |
| Consultant Review | | Hourly Rate | |
| Wetland Buffer Sign | \$ | 2.00 | |
| Zoning Ordinance/Regulations | | | |
| Zoning Ordinance | \$ | 25.00 | |
| Regulations | \$ | 0.25 | per page |