



Town Council AGENDA

Monday, May 16, 2022 - 5:30 PM
Council Chambers, Easton Town Office
14 S Harrison Street

5:30 PM: Call to Order by President Cook.

Opening remarks and Pledge of Allegiance by Councilmember Abbatiello.

Approval of Minutes.

Meeting Minutes of May 2, 2022.

Meeting Minutes of May 11, 2022.

Municipal Official Items.

Items by the Mayor.

Items by the Town Manager.

Public Assembly Event:
EHS Class of 2022 Senior Parade - May 26, 2022, 3-5pm

Items by the Town Attorney.

Fire Board.

Police Board.

Presentations.

Mr. Al Bond, President & CEO, Avalon Foundation, Inc. to discuss Avalon Centennial Celebration.

5:30 PM PUBLIC HEARING for FY2022/23 Budget.

Ord. No. 785, "AN ORDINANCE OF THE TOWN OF EASTON ESTABLISHING THE TOWN BUDGET FOR FISCAL YEAR 2023."

Ord. No. 786, "AN ORDINANCE OF THE TOWN OF EASTON TO CARRY FORWARD CERTAIN CAPITAL FUND EXPENDITURES INTO FISCAL YEAR 2023."

Ord. No. 787, "AN ORDINANCE TO PROVIDE FOR THE RAISING BY TAXATION THE AMOUNT NECESSARY TO PAY THE ORDINARY EXPENSES OF THE TOWN OF EASTON AND TO PROVIDE FOR THE PAYMENT OF INTEREST ON THE VARIOUS BOND ISSUES AND THE REDUCTION OF CERTAIN BONDS AND NOTES FOR THE PERIOD OF TWELVE MONTHS AND

SETTING THE INTEREST AND PENALTY FOR DELINQUENT BILLS,
COMMENCING ON JULY 1, 2022 AND ENDING JUNE 30, 2023."

Resolution No. 6154, "A RESOLUTION OF THE TOWN OF EASTON REVISING
THE TOWNS LICENSE, APPLICATION, PERMITS, INSPECTION,
CERTIFICATE AND OTHER FEES."

Legislation.

Ord. 784, "AN ORDINANCE OF THE TOWN OF EASTON PROHIBITING
RETAIL ESTABLISHMENTS IN THE TOWN FROM PROVIDING CUSTOMERS
WITH SINGLE USE DISPOSABLE PLASTIC BAGS AND PROVIDING FOR
EXEMPTIONS FROM THE PROHIBITION AND PENALTIES FOR
VIOLATIONS."

Public Participation/Comments.

Items by Members of the Council:

Adjournment.

The public can access the meeting as follows:

<https://www.eastonmd.gov/129/Agendas-Minutes>

**If you are an Easton Cable subscriber, you can view the meeting through TV-Channel
98.**

Please note: There is a possibility of all or part of the meeting may be held in Closed Session.

EASTON POLICE DEPARTMENT

"With Pride We Serve"

UPCOMING PUBLIC ASSEMBLY EVENT

TO: Mayor Willey and Don Richardson
DATE: May 11, 2022
PREPARED BY: 1st Sgt. E. Kellner #0144

EVENT: Easton High School Class of 2022 Senior Parade

APPLICANT: Sherry Spurry

LOCATION: Idlewild Park to Aurora Street, Aurora Street to Dutchmans Lane,
Dutchmans Lane to Mecklenburg Ave, end ay Easton High School

DATE/TIME: May 26, 2022 3pm to 5pm

ATTENDANCE: 100

PURPOSE: Parade to celebrate senior class

SPECIAL REQUESTS:

- Intermittent street closures during the parade / traffic direction by EPD from 4pm to 4:30pm

APPROXIMATE COST:

- None – handled by on-duty personnel

RECOMMENDATIONS:

- Recommend approval.

Ordinance No. 785

AN ORDINANCE OF THE TOWN OF EASTON ESTABLISHING THE TOWN BUDGET FOR FISCAL YEAR 2023

Introduced By: _____

SECTION 1. BE IT ENACTED AND ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF EASTON, that the budget for the twelve month period from July 1, 2022, as submitted by Mayor Robert C. Willey is adopted to read as follows:

ESTIMATED REVENUE-GENERAL FUND

TAXES

Property Taxes

Real Property	\$ 12,523,700
Unincorporated Personal	\$ 25,000
Personal Property-Corporation	\$ 775,000
Railroads & Public Utilities	\$ 90,000
Discounts Allowed on Taxes	\$ (70,000)
Penalties and Interest	\$ 44,700

Income Taxes

Income Tax-State Shared	\$ 2,000,000
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Other Local Taxes

Admissions and Amusement	\$ 1,000
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State Shared Taxes

Franchise-Corp. Filing	\$ 750
Highway User	\$ 940,530

TOTAL TAXES **\$ 16,330,680**

LICENSES & PERMITS

Business License & Permits

Trader's License-State Shared	\$ 68,000
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Other Licenses & Permits

Building Permits	\$ 550,448
Alteration Permits	\$ 140,900
Mechanical Permits	\$ 88,093
Plumbing Permits	\$ 70,744
Electrical Permits	\$ 108,500
Sign Permits	\$ 17,500
Use & Occupancy Permits	\$ 73,000
Sidewalk Café Permits	\$ 300
Rental Housing License	\$ 88,000
Other License and Permits	\$ 350

TOTAL LICENSES & PERMITS **\$ 1,205,835**

REVENUE FROM OTHER GOVERNMENTS

Federal Grants	\$ 8,212,630	
State Grants		
Police Protection	\$ 250,000	
Conservation and Critical Area	\$ 3,500	
Fire, Rescue and Ambulance	\$ 15,000	
Other State Grants	\$ 35,000	
County Shared Taxes		
Financial Corporations	\$ 5,723	
Hotel/Motel Tax	\$ 400,000	
Other County Grants	\$ -	
TOTAL REVENUE FROM OTHER GOVERNMENTS		\$ 8,921,853

SERVICE CHARGES

General Government		
Zoning & Subdivision	\$ 60,000	
Other General Government Service Charges	\$ 30,000	
Public Safety		
Crossing Guard Service	\$ 52,200	
Other Police Service	\$ 58,038	
Highway & Streets		
Street and Curb Repairs	\$ 25,000	
Public Parking Facilities	\$ 72,000	
Sanitation & Waste Removal		
Waste Collection & Disposal	\$ 1,574,000	
Recycling	\$ 464,465	
Other	\$ 12,000	
Recreation		
Recreation	\$ 75,000	
Other Recreation	\$ 25,000	
Economic Development	\$ -	
TOTAL SERVICE CHARGES		\$ 2,447,703

FINES & FORFEITURES

Parking Fines	\$ 35,000	
Municipal Infractions	\$ -	
Inspection Violations	\$ 19,300	
TOTAL FINES & FORFEITURES		\$ 54,300

MISCELLANEOUS REVENUE

Interest Income	\$ 110,000	
Investment Income	\$ -	
Rents & Concessions	\$ 12,000	
Contributions and Donations	\$ 320,000	
Payment in Lieu of Tax-EUC	\$ 2,411,885	
Sale of Town Property	\$ 20,000	
Miscellaneous	\$ 5,000	
TOTAL MISCELLANEOUS REVENUE		\$ 2,878,885

INTERFUND TRANSFER

Transfer In	\$ 5,311,000	
TOTAL INTERFUND TRANSFER		\$ 5,311,000

DEBT PROCEEDS

Proceeds from Bond and Loans	\$ -	
TOTAL DEBT PROCEEDS		\$ -

TOTAL GENERAL FUND REVENUE**\$ 37,150,256****ESTIMATED EXPENDITURES-GENERAL FUND****GENERAL GOVERNMENT**

Town Council	\$ 221,851	
Town Clerk	\$ 285,755	
Mayor	\$ 120,838	
Town Manager	\$ 500,491	
Information Technology	\$ 584,620	
Human Resources	\$ 406,228	
Financial Administration	\$ 1,268,657	
Planning and Zoning	\$ 737,051	
General Services Municipal Building	\$ 541,924	
TOTAL GENERAL GOVERNMENT		\$ 4,667,415

PUBLIC SAFETY

Police	\$ 9,126,291	
Traffic Control	\$ 52,429	
Fire Department	\$ 318,133	
Code Enforcement	\$ 722,913	
Rental Housing Inspection	\$ 245,253	
Town Engineering	\$ 948,560	
TOTAL PUBLIC SAFETY		\$ 11,413,579

PUBLIC WORKS

Public Works Administration	\$ 715,144	
Waste Collection	\$ 2,269,927	
Street, Road and Alley Maintenance	\$ 1,954,903	
Street, Road and Alley Construction	\$ 906,305	
TOTAL PUBLIC WORKS		\$ 5,846,279

RECREATION

Parks & Recreation Administration	\$ 599,938	
TOTAL RECREATION		\$ 599,938

ECONOMIC DEVELOPMENT

Economic Development	\$ 7,790,150	
TOTAL ECONOMIC DEVELOPMENT		\$ 7,790,150

MISCELLANEOUS

Miscellaneous	\$ 35,000	
Retirement & Pension	\$ -	
Contingency	\$ -	
Liability & Other Insurance	\$ 250,000	
Appropriations to Others	\$ -	
TOTAL MISCELLANEOUS		\$ 285,000

DEBT SERVICE

Principal & Interest	\$ 1,006,983	
Leases	\$ 212,500	
TOTAL DEBT SERVICE		\$ 1,219,483

INTERFUND TRANSFERS

Transfer to Debt Service		
Transfer to Capital	\$ 5,281,612	
Transfer to Land Enterprise	\$ 46,800	
TOTAL INTERFUND TRANSFERS		\$ 5,328,412

**TOTAL GENERAL FUND EXPENDITURES AND
OTHER FINANCING USES****\$ 37,150,256****ESTIMATED REVENUE-CAPITAL FUND****INTERFUND TRANSFERS**

Transfer from Debt Service	\$ -	
Transfer from General Fund	\$ 5,281,612	
Transfer from Impact Fee	\$ -	
TOTAL INTERFUND TRANSFER		\$ 5,281,612

DEBT PROCEEDS

Proceeds from Bond and Loans	\$ -	
TOTAL DEBT PROCEEDS		\$ -

TOTAL CAPITAL FUND REVENUE**\$ 5,281,612****ESTIMATED EXPENDITURES-CAPITAL FUND****GENERAL GOVERNMENT**

Town Council	\$ 18,000	
Town Clerk	\$ 6,000	
Mayor	\$ 25,000	
Town Manager	\$ 10,000	
Information Technology	\$ 216,600	
Human Resources	\$ -	
Financial Administration	\$ 5,000	
Planning and Zoning	\$ 7,000	
General Services Municipal Building	\$ 134,000	
TOTAL GENERAL GOVERNMENT		\$ 421,600

PUBLIC SAFETY

Police	\$ 341,881	
Traffic Control	\$ -	
Fire Department	\$ 123,500	
Code Enforcement	\$ 17,500	
Rental Housing Inspection	\$ -	
Traffic Engineering	\$ 3,152,631	
TOTAL PUBLIC SAFETY		\$ 3,635,512

PUBLIC WORKS

Public Works Administration	\$ 51,000	
Sanitation	\$ 330,000	
Street, Road and Alley Maintenance	\$ 116,000	
Street, Road and Alley Construction	\$ 242,500	
TOTAL PUBLIC WORKS		\$ 739,500

RECREATION

Parks & Recreation	\$ 437,000	
TOTAL RECREATION		\$ 437,000

ECONOMIC DEVELOPMENT

Economic Development	\$ 48,000	
TOTAL ECONOMIC DEVELOPMENT		\$ 48,000

TOTAL CAPITAL FUND EXPENDITURES **\$ 5,281,612**

SECTION 2. BE IT FURTHER ENACTED AND ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF EASTON, that this Ordinance shall take effect as of July 1, 2022.

Ordinance No. 786

AN ORDINANCE OF THE TOWN OF EASTON TO CARRY FORWARD CERTAIN CAPITAL FUND EXPENDITURES INTO FISCAL YEAR 2023

Introduced By: _____

WHEREAS, Certain budgeted capital expenditures in the current fiscal year will not be accomplished prior to the fiscal year end; and

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WHEREAS, The Town of Easton wishes to carry forward the unspent balance for those specific projects into the fiscal year 2023.

NOW THEREFORE, Be it resolved by the Town Council of the Town of Easton that the Mayor is hereby authorized to carry forward the following capital fund expenditures into Fiscal Year 2023:

SECTION 1. The following specific projects shall be carried forward from Fiscal Year 2019, 2020, 2021 and 2022 into the same capital funds for Fiscal Year 2023.

FY19-06 Fund 390-1200-510-60-63	Accounting Software (1,500,000 less 750,000)	\$750,000
FY20-04 Fund 390-1400-510-60-62	Visitor Center Renovation (162,000 less 2,500)	\$159,500
FY19-36 Fund 390-2110-521-60-62	Training Facility (75,000 less 20,000)	\$ 55,000
FY20-13 Fund 390-2110-520-60-62	Kitchen Replacement	\$ 75,000
FY19-38 Fund 390-2110-521-60-64	North Harrison Street (430,000 less 384,000)	\$ 46,000
FY19-48 Fund 390-2310-523-60-63	Salmon Avenue Design (Aurora to Locust)	\$ 7,500
FY21-19 Fund 390-2310-523.60-63	Storm Drain Repair/Replacement	\$225,000
FY21-20 Fund 390-2310-523.60-63	Cherry Street Design Storm Drain (less 800)	\$ 9,200
FY22-20 Fund 390-2310-523.60-63	Annual Paving (475,000 less 54,000)	\$421,000
FY21-22 Fund 390-2310-523.60-63	Lot 2 Parking Lot Reconstruction (less 3,00)	\$ 89,000
FY22-22 Fund 390-2310-523.60-63	Storm Drain Papermill	\$160,000
FY22-27 Fund 390-3010-522.60-63	Fencing for New Lot	\$ 20,000
FY22-29 Fund 390-3025-630.60-64	Refuse Truck Replacement	\$160,000
FY21-31 Fund 390-3045-530.60-63	Sidewalk Construction Elliot Road (less 9,000)	\$ 73,700
FY20-36 Fund 390-4010-540-60-62	North Easton Sports Complex Building	<u>\$ 75,000</u>
		\$2,325,900

SECTION 2. This Ordinance shall become effective July 1st 2022.

Ordinance No. 787

AN ORDINANCE TO PROVIDE FOR THE RAISING BY TAXATION THE AMOUNT NECESSARY TO PAY THE ORDINARY EXPENSES OF THE TOWN OF EASTON AND TO PROVIDE FOR THE PAYMENT OF INTEREST ON THE VARIOUS BOND ISSUES AND THE REDUCTION OF CERTAIN BONDS AND NOTES FOR THE PERIOD OF TWELVE MONTHS AND SETTING THE INTEREST AND PENALTY FOR DELINQUENT BILLS, COMMENCING ON JULY 1, 2022 AND ENDING JUNE 30, 2023.

INTRODUCED BY _____

SECTION 1. BE IT ENACTED AND ORDAINED, that a tax of Forty-Eight Cents on the One Hundred Dollars be levied upon the taxable real property of the Town of Easton and a tax of One Dollar Twenty Cents on the One Hundred Dollars be levied on the taxable personal property of the Town of Easton to pay the ordinary running expenses of the Town, as provided for in the Charter of the Town of Easton; and

SECTION 2. BE IT FURTHER ENACTED AND ORDAINED, that a Special Tax of Four Cents on the One Hundred Dollars be levied on the taxable real property of the Town of Easton and a tax of Ten Cents on the One Hundred Dollars be levied on the taxable personal property of the Town of Easton to provide for the redemption of Bonds in the amount of Six Hundred Seventy Thousand Dollars and the payment of interest on the Public Facilities Bonds of 2015 and 2020, outstanding and unpaid as authorized by Ordinance No. 663 and 754 adopted by the Town of Easton on August 24, 2015 and September 6, 2020; and

SECTION 3. BE IT FURTHER ENACTED AND ORDAINED, that interest is to be charged at the rate of $\frac{2}{3}$ of 1% per month and a penalty is to be charged at the rate of $\frac{5}{6}$ of 1% per month on all delinquent bills. The total interest and penalty will be $1\frac{1}{2}\%$ per month.

SECTION 4. BE IT FURTHER ENACTED AND ORDAINED, that the Finance Officer is hereby authorized and empowered to collect, and it shall be her duty to collect, Forty-Eight Cents on the One Hundred Dollars of all taxable Real Property in the Town of Easton and One Dollar Twenty Cents on the One Hundred Dollars of all taxable Personal Property for general purposes, and Four Cents on the One Hundred Dollars of all taxable Real Property in the Town of Easton and Ten Cents on the One Hundred Dollars of all taxable Personal Property, as required by the various Acts of the General Assembly of Maryland and by Resolutions and Ordinances of the Town of Easton herein set forth, for the several Special Taxes enumerated in this Ordinance, and the interest and penalty enumerated in this Ordinance; and

SECTION 5. BE IT FURTHER ENACTED AND ORDAINED, that the Finance Officer is hereby authorized and empowered to allow a discount of 1% on Real Estate Taxes paid by July 31, 2022 or .5% on real estate taxes paid by August 31, 2022; and

SECTION 6. BE IT FURTHER ENACTED AND ORDAINED, that this Ordinance shall take effect as of July 1, 2022.

RESOLUTION NO: 6154

A RESOLUTION OF THE TOWN OF EASTON
REVISING THE TOWNS
LICENSE, APPLICATION, PERMITS, INSPECTION, CERTIFICATE AND OTHER FEES

Introduced By: _____

Whereas, by Resolution 6134 the Town Council established a schedule for license, permit, inspection and review fees;

Whereas, the Town Council wishes to repeal Resolution 6134 and revise the schedule for licenses, applications, permits, inspections, certificates and other fees.

Now therefore, the Town of Easton hereby resolves:

Section 1. The following fee schedule is hereby adopted.

TOWN OF EASTON – SCHEDULE OF FEES	
BUSINESS LICENSES	
The following enumerated license fees shall be paid to the Town by the person subject to the licensing provisions of this Code. Such license fee shall be paid annually unless otherwise specified herein.	
(a) Amusement Devices	\$10.00 per day (Including but not limited to carousels, merry-go-rounds, flying horses and gravity railroads)
(b) Billiards and Pool Parlors	
(i) First Table	\$5.00
(ii) Each Additional Table	\$2.50
(c) Bowling Alleys	
(i) One Alley	\$10.00
(ii) Two or More Alleys	\$20.00
(iii) One Box Ball Alley	\$5.00
(iv) Each Additional Box Ball Alley	\$2.50
(d) Circuses and Menagerie Show	\$75.00 per day
(e) Coal Dealer	\$5.00
(f) Peddlers	
(i) Per Year	\$500.00 per person
(ii) Daily	\$100.00 per person
(g) Pinball Machines	\$25.00 per machine
(h) Private Skating Rinks	
(i) Per Year	\$25.00
(ii) For Periods less than a Year	\$5.00 per month or fraction of a month
(i) Traveling Shows, Athletic Exhibitions, Concert Performances, Dramatic Performances, Motion Pictures and Vaudeville Shows	
(i) Non-Resident Performers	\$25.00 per performance
(ii) Performance is under management of regularly operating theater in Town or primarily for the benefit of and under the auspices of some local organization, business or charity	No Fee
(j) Transient Business	
(i) First two (2) Days	\$500.00 each day
(ii) Each Additional Day	\$150.00
OTHER LICENSES AND PERMITS	
(a) Cat and Dog Licenses	As prescribed by Talbot County
(b) Parking Permit	
(i.) Residential	No Charge
(ii.) Residential Additional Visitor	\$1.00
(c) Off Street Parking Permit	
(i) January – December	\$175.00
(ii) Replacement	\$15.00
(d) Blue Parking Permit	
(i) January – December	\$300.00
(e) Hourly Parking Meter Rate	\$0.25 in Lots 3, 4 and 6 and \$0.50 in Lots 1, 2 and 5
(f) Smart Parking Application, Minimum Charge	\$10.00
(g) Parking Fines	
(i.) Expired Meter or Exceeding Posted Time Limit	
First Violation	\$25.00
Second Violation within one calandar year	\$50.00
Third or Subsequent Violation within one calandar year	\$100.00
(ii.) Vehicle Backed into Meter/Pole	\$25.00
(iii) Parking Outside Designated Space	\$25.00
(iv) Other Violation (Resolution 6060)	\$25.00
(v) Fire Lane	\$50.00
(vi) Handicapped Parking	\$75.00
(vii) Fire Hydrant	\$50.00

(viii) Yellow Curb	\$50.00
(ix) Blocking/Obstructing Driveway	\$50.00
(x) Other Violation (Parking in Crosswalk,ect - Resolution 6060)	\$50.00
(g) (h) Sidewalk Cafes Permit	
(i) First time permit fee	\$75.00
(ii) Renewal fee	\$25.00
ZONING AND SUBDIVISION FEES Note items with an * and see information following the Schedule of Fees	
(a) Annexation*	\$15,000.00
(b) Zoning Map or Text Amendment*	\$5,000.00
(c) Subdivision*	
(i) Subdivisions Review	\$200.00 per lot
(ii) Property Line Adjustment	\$500.00
(d) Growth Allocation Review*	\$5,000.00
PLAN REVIEWS	
(a) Site Plan Review* (One & Two Family Excluded)	
(i) Over 2,500 Square Feet (Gross Floor Area)	\$2,700.00
(b) Planned Unit Development(PUD), or Planned Healthcare (HC), or MXW Zoning District Site Plan Review*	\$8,000.00
(i) Sketch & Development Review	\$8,000.00
(c) Minor PUD's Site Plan Review (four or fewer residential lots and/or 10,000 square feet or less non residential uses)	\$3,200.00
(i) Sketch & Development	\$3,200.00
(d) Planned Redevelopment (PR) Review*	
(i) Staff Level Review	\$150.00 plus additional review fees as determined
(e) Stormwater Management Plan Review*	
(i) Sketch and Development Review For Projects up to one (1)	\$1,250.00 for project up to one (1) acre
(ii) Sketch and Development Review For Project over one (1)	\$3,000.00 for project over one (1) acre
(f) Forest Conservation Plan Review	
(i) Less than Five (5) Acre Site	\$500.00
(ii) Greater than Five (5) Acre Site	\$800.00
(iii) Fee-in-lieu	\$0.305 per square foot
(g) Critical Area Plan Review	
(i) Buffer Mitigation Fee-in-lieu	\$1.50 per square foot
(h) Impact Fees	
(i) Residential Single Family 0-3 Bedrooms	\$3,189.00 per unit \$3,499.00
(ii) Residential Single Family 4+ Bedrooms	\$3,943.00 per unit
(iii) Multi Family -Other	\$2,470.00 per unit \$2,670.00
(iv) Retail - Commercial	\$2.12 per square foot \$2.23 per square foot
(v) Office	\$1.26 per square foot \$1.34 per square foot
(vi) Warehousing	\$0.52 per square foot \$0.42 per square foot
(vii) Industrial	\$0.52 per square foot \$0.57 per square foot
(viii) Institutional	\$1.35 per square foot \$1.42 per square foot
(ix) Medical	\$1.35 per square foot \$1.68 per square foot
(x) Hotel	\$0.75 per square foot
MIXED-USE WATERFRONT DISTRICT	
(a) Bonus Provisions - Development Incentives	
(i) Residential Development Incentives	\$4.75 \$7.13 per square foot (Until 12/31/2021 6/30/2023)
(ii) Commercial or Mixed Use Development Incentives	\$3.80 \$5.70 per square foot (Until 12/31/2021 6/30/2023)
ADDITIONAL REVIEWS AND INSPECTIONS	
(a) Commercial As-Built Review and Inspection	\$300.00
(b) Critical Area Review and Inspection	\$125.00
(c) Pier or Shoreline Erosion Control Review and Inspection	\$150.00
(d) Traffic Impact Study Review*	\$500.00
(e) Family Day Care Review	\$100.00 (without Board of Appeals hearing)
(f) Zoning Verification, Certification or Special Event	\$50.00
(g) Enterprise Zone	\$500.00
HISTORIC DISTRICT COMMISSION	
(a) Residential Applications	\$75.00
(b) Commercial Applications	\$200.00
(c) Commercial Sign Applications	\$75.00
(d) Consent Docket and Staff Approval Application	\$25.00
BOARD OF APPEALS FEES	
(a) Variances	\$250.00
(b) Special Exceptions	\$700.00
(c) Appeals	\$550.00 Refundable if appeal is successful
(d) Sign Replacement Fee (Non-Returned Signs)	\$40.00

PLANNING COMMISSION FEES	
(a) Concept, Use and Design Review	\$250.00
PUBLIC SAFETY LICENSES, PERMITS AND FEES	
(a) Bicycles, Permit-License	\$1.00 (Permanent)
(b) Public Assemblies Permit	\$100.00 (per each open air public meeting, rally, conference, assembly or similar gathering)
(c) Standard Billing Rate per Officer	\$65.00 per hour per officer
(d) Standard Billing Rate per Meter Enforcement Officer	\$40.00 per hour
(e) Standard Billing Rate per Crossing Guard	\$35.00 per hour
ENGINEERING AND PUBLIC WORKS FEES	
(a) Curb Cuts	\$40.00 per linear foot
(b) Sidewalks	\$10.00 per square foot
(c) Driveway Apron Residential	\$12.00 per square foot
(d) Driveway Apron Commercial	\$12.25 per square foot
(e) Valley Gutter	\$55.00 per linear foot
(f) Brick Sidewalk	\$15.00 per square foot
(g) Street Patching (Asphalt)	\$12.00 per square foot
(h) Standard Billing Rate	\$50.00 per hour per employee
(i) Municipal Solid Waste Disposal	
(i.) Single Family Residence	\$125.00 \$165.00 per year
(ii.) Multi- Family	\$100.00 \$148.00 per unit per year
(iii.) Commercial	\$1,125.00 \$1,375.00 per 2 CY dumpster per year
(j) Municipal Recycling	
(i.) Single Family Residence	\$60.00 per unit per year
(ii.) Multi- Family	\$55.00 per unit per year
(iii.) Commercial	\$200.00 per unit per year
GRADING PERMITS	
Grading Permit fees are waived when a Building Permit is approved for the same project	
(a) Less than 5,000 sq. ft.	\$200.00
(b) 5,000 sq. ft. to 20,000 sq. ft.	\$250.00
(c) Over 20,000 sq. ft.	\$350.00
RIGHT OF WAY ACCESS (ROW) APPLICATIONS	
Right of Way Access Applications are minimum fees, higher applications fees may apply, if quantifiable costs exceed the minimum fee	
(a) Application Fee for Residential	\$50.00
(b) Application Fee (Non-Residential or Up to 5 Devices)	\$500.00
(c) Application Fee (Each Device over 5)	\$100.00
(d) Application Fee (Each New or Replacement Pole)	\$1,000.00
(e) Annual Fee per Device	\$270.00
PARKS AND RECRREATION FEES	
(a) North Easton Sport Complex, nonrefundable per field	
(i.) Filed Use League, per season, light usage included	\$1,500 administrative plus \$50.00 per team
(ii.) Field Use Drop-In	\$100.00
(iii.) Field Use Tournamnt	\$100.00
(iv.) Field Light Usage	
(b) Idlewild and Moton Parks Pavillion, nonrefundable	
(i) Less than Two (2) Hours	\$50.00
(ii) Two (2) to Four (4) Hours	\$100.00
(iii) Over Four (4) to Eight (8) Hours - Daily Rate	\$175.00
CODE ENFORCEMENT & BUILDING INSPECTION LICENSES	
RENTAL HOUSING	
(a) Rental Housing License	\$25.00 per unit per year
BUILDING INSPECTION APPLICATIONS AND PERMITS	
APPLICATION REVIEW	
(a) Residential	\$125.00
(b) Commercial	\$225.00
(c) Residential Revision	\$60.00
(d) Commercial Revision	\$120.00
(e) Temporary Structures	\$50.00
BUILDING PERMITS**	
Building Permit fees are waived when less than the Application Review fee.	
Each Building Permit issued is inclusive of one non-refundable re-inspection.	
See endnote ** regarding fee waiver for affordable housing under certain circumstances.	

(a) New Construction and Additions	The Permit Fee is determined using the “Building Gross Area”, multiplied by the “Square Foot Construction Costs” (as published in the Building Safety Journal by the International Code Council, which is updated at six-month intervals), multiplied by a “Permit Fee Multiplier” of .0080
(b) Existing Buildings	
(i.) Repairs	20% of the Permit Fee for New Construction
(ii.) Alteration Level 1	40% of the Permit Fee for New Construction
(iii.) Alteration Level 1 – Reroofing	15% of the Permit Fee for New Construction (\$2,500
(iv.) Alteration Level 1 – Residential Reroofing	\$200.00 (\$125.00 + \$75.00 Certificate of Completion)
(v) Alteration Level 2	60% of the Permit Fee for New Construction
(vi.) Alteration Level 3	80% of the Permit Fee for New Construction
(vii.) Change of Occupancy	80% of the Permit Fee for New Construction
(viii.) Historic Buildings	80% of the Permit Fee for New Construction
(ix) Relocated or Moved Buildings	60% of the Permit Fee for New Construction
(c) Temporary Structures	50% of the Application and Permit Fees
(d) Temporary Structures w/Building Permit	No Fee
MECHANICAL, PLUMBING/FUEL GAS AND ELECTRICAL TRADE PERMITS	
Each Trade Permit issued is per contractor and is inclusive of one non-refundable re-inspection.	
Commercial Trade Permit Fees are determined using the “Building Gross Area for New Construction and Additions and the Work Area for Existing Buildings and Site Systems”, multiplied by the “Square Foot Construction Costs” (as published in the Building Safety Journal by the International Code Council, which is updated at six-month intervals), multiplied by a “Permit Fee Multiplier” as indicated below;	
MECHANICAL PERMITS	
(a) Residential Mechanical Systems	\$125.00 per dwelling
(b) Residential Mechanical Systems	\$85.00 per dwelling (trade project only without building permits)
(c) Commercial Mechanical Systems	(\$125.00 minimum)
(i) New Construction and Additions	“Permit fee Multiplier” of .0010
(ii) Existing Buildings	“Permit fee Multiplier” of .0012
(iii) Temporary Structures	“Permit fee Multiplier” of .0008
(iv) Site Systems	“Permit fee Multiplier” of .0002
PLUMBING/FUEL GAS PERMITS	
(a) Residential Plumbing Systems	\$75.00 per dwelling
(b) Residential Fuel Gas Systems	\$75.00 per dwelling
(c) Residential Fuel Gas Systems	\$75.00 per dwelling (trade project only without building permits)
(d) Commercial Plumbing or Fuel Gas Systems	(\$125.00 minimum)
(i) New Construction and Additions	“Permit fee Multiplier” of .0010
(ii) Existing Buildings	“Permit fee Multiplier” of .0012
(iii) Temporary Structures	“Permit fee Multiplier” of .0008
(iv) Site Systems	“Permit fee Multiplier” of .0002
ELECTRICAL PERMITS	
(a) Residential Electrical Systems	\$125.00 per dwelling
(b) Residential Electrical Systems	\$75.00 per dwelling (trade project only without building permits)
(c) Residential Signaling Systems	\$75.00 per dwelling
(d) Swimming Pool, Spas & Hot Tub Electrical	\$95.00 each
(e) Commercial Electrical Systems	(\$125.00 minimum)
(i) New Construction and Additions	“Permit fee Multiplier” of .0010
(ii) Existing Buildings	“Permit fee Multiplier” of .0012
(iii) Temporary Structures	“Permit fee Multiplier” of .0008
(iv) Site Systems	“Permit fee Multiplier” of .0002
(v) Signaling Systems	“Permit fee Multiplier” of .0003
ADDITIONAL PERMITS	
(a) Decks	\$75.00 per permit
(b) Demolition	\$200.00 plus \$2,500.00 bond or letter of credit
(c) Fences	\$75.00 per permit
(d) Signs	\$150.00 per sign
(e) Swimming Pool, Spa and Hot Tub	\$180.00 per permit
CODE ENFORCEMENT, &BUILDING INSPECTION & ZONING	
INSPECTIONS AND CERTIFICATES	
INSPECTIONS	
Each Rental Unit Inspection is inclusive of one non-refundable re-inspection.	
(a) Added Inspection	\$150.00
(b) Property Maintenance Inspection	\$80.00
(c) Rental Unit Inspection	\$100.00 per unit
(d) Re-Inspections	
(i) Residential Building Permits	\$150.00
(ii) Commercial Building Permits	\$250.00

(iii) Mechanical, Plumbing, Fuel Gas, Electrical, Grading and Additional Permits	\$75.00
(iv) Rental Unit	\$35.00 per unit
(e) Inspection Violations	
(i) Certificate Violation	\$500.00
(ii) Permit Violation	\$500.00
(iii) Stop Work Order Violation	\$500.00
(iv) Life Safety Violation	\$250.00
CERTIFICATES	
(a) Use and Occupancy	\$125.00
(b) Use and Occupancy – Update	\$25.00
(c) Completion	\$75.00
(d) Furniture, Fixture, Equipment (Stocking)	\$150.00
(e) Temporary Use	\$250.00
(f) Temporary Structures	\$50.00
(g) Temporary Structure Renewal	\$25.00
MARYLAND PERMIT FEES	
(a) Home Builder Guaranty Fund	\$50.00
OTHER FEES	
(a) Dishonored of NSF Check Charge	\$25.00 per check
(i) By Mortgage Company	\$25.00 per each property tax id account impacted
(b) Copy Charge	\$0.50 per page if paper, \$10 if provided on USB thumb drive or equivalent
(c) Large Format Copy Charge	\$0.75 per square foot
(d) Audio Tape Duplication Fee	\$20.00 per tape or CD (if digital format)
(e) Easton Utilities Charges	See Easton Utilities Tariffs
(f) Written Report for Real Property Taxes	\$5.00 per Property ID Number
(g) Digital Record for Real Property Taxes	
(i) 0 to 50 Accounts	\$25.00
(ii) 51 to 250 Accounts	\$100.00
(iii) Over 251 Accounts	\$200.00
(h) Convenience Charge	
(i) Credit Card	2.50%
(ii) Debit Card	\$3.95
(iii) Electronic Check	\$3.00
(i) Fire Department Room Rental	See Resolution No. 5680 for Terms and Conditions
(i) Less than Four (4) Hours	\$350.00 \$400.00
(ii) Four (4) to Six (6) Hours	\$400.00 \$450.00
(iii) Six (6) to Eight (8) Hours	\$450.00 \$500.00
(iv) Over Eight (8) Hours	\$500.00 \$600.00
(v) Custodian Charge	\$25.00 per hour

* The fees designated with asterisks represent the minimum fees. The Applicant shall reimburse the Town for the reasonable costs incurred by the Town from third parties (including Easton Utilities) who invoice the Town for their services rendered to the Town. All billing rates, fees, and out-of-pocket costs of all such third party costs shall be billed at their rates otherwise charged to the Town or as otherwise agreed upon by the Town and the entity providing the service. Third party costs include, but are not limited to, legal fees, engineering fees, consulting fees, inspection fees, court reporting fees, advertisement costs for publishing and posting of public notices, etc. In addition to the fees and expenses from third parties, the Applicant shall reimburse the Town for the reasonable time spent by Town employees relating to the consideration, analysis and/or evaluation of the issues relating to, and/or the processing of, the application on behalf of the Town. Town employees will log their time spent on the application, and the Applicant shall reimburse the Town for this time at the rate of seventy-five dollars (\$75.00) per hour or portion thereof. The minimum base fee collected will be applied to all outstanding bills and the Applicant will be billed for all fees, costs, and expenses in excess of the minimum base fee. No final action will be taken on any application with an outstanding balance. At any time during the processing of an application that the Applicant is more than thirty (30) days in arrears, all action on the application will cease until the Town’s costs are reimbursed in full.

- **Waiver of Building Permit fees for certain affordable housing units. The Town will waive payment of Building Permit fees under the following circumstances:
1. The applicant is a tax exempt “charitable organization” under Internal Revenue Service Code Section 501©(3). The applicant shall provide a copy of the IRS’s determination letter that it is a charitable organization and shall certify in writing that the determination of charitable status has
 2. The property will be initially offered to sale only to persons meeting the eligibility standards for participation in the Town of Easton’s Affordable Housing Program as those standards are determined from time to time by the Easton Affordable Housing Board; and
 3. The property will be sold subject to a covenant that it will be owner-occupied

The Town may request further documentation from the applicant as to any of these matters and before waiving the building permit fee.

Section 2. The list of fees set forth herein is not all-inclusive. There may be other fees (such as impact fees) which are in addition to the fees set forth above and which are included in other ordinances and resolutions of the Town.

Section 3. Resolution Number 6134 is hereby repealed.

Section 4. This resolution shall become effective when approved by the Mayor.



TOWN OF EASTON

P.O. Box 520
Easton, Maryland 21601

March 29, 2022

Mayor Robert Willey
Easton Town Council
14 S. Harrison Street
Easton, MD 21601

Dear Mayor and Town Council Members:

Members of the Town of Easton Park Advisory Board would like to recommend to the Mayor and Town Council a revision to park and field use reservation fees:

1) Field Use Fees at North Easton Sports Complex:

League cost: \$1500 administrative fee + \$50 per team per season.

Drop in cost: Daily fee \$100 per day per field.

Tournaments: Daily fee \$100 per day per field.

Light usage would be included in the administrative fee.

*fees are non-refundable

Organizations reserved – Sports Complex *this does not include per/team or per season

2017 (8 users x \$1500 = \$12,000)

2018 (10 users x \$1500 = \$15,000)

2019 (11 users x \$1500 = \$15,500)

2020 COVID

2021 (9 users x \$1500 = \$13,500)

2022 (thus far 5 users x \$1500 = \$7,500)

2) Idlewild Park and Moton Park Pavilion

Pavilion use: First come, first served unless the pavilion is reserved.

2 hours: \$50

4 hours: \$100

Entire day: \$175

*fees are non-refundable

2 hours:

2018 (17 users x \$50 = \$850)

2019 not able to access

2020 COVID

2021 (10 users x \$50 = \$500)

4 hours:

2018 (39 users x \$100 = \$3,900)

2019 Not able to access

2020 COVID

2021 (22 users x \$100 = \$2,200)

Entire day:

2018 (43 users x \$175 = \$7,525)

2019 Not able to access

2020 COVID

2021 (18 users x \$175 = \$3,150)

***2018:**

Not Easton, MD resident: 32

Did not include:

Schools - 4

Community events - 4

5 K Walks – 6

***2021**

Not Easton, MD resident: 12

5 K Walk - 2

ORDINANCE NO. 784

AN ORDINANCE OF THE TOWN OF EASTON PROHIBITING
RETAIL ESTABLISHMENTS IN THE TOWN FROM PROVIDING
CUSTOMERS WITH SINGLE USE DISPOSABLE PLASTIC BAGS AND
PROVIDING FOR EXEMPTIONS FROM THE PROHIBITION AND
PENALTIES FOR VIOLATIONS

INTRODUCED BY _____

WHEREAS, the Town of Easton is authorized by § 5-202 of the Local Government Article of the Maryland Annotated Code (the “Code”) to adopt ordinances to assure the good government of the municipality; protect and preserve the municipality’s rights, property, and privileges; preserve peace and good order; secure persons and property from danger and destruction, and protect the health, comfort, and convenience of the residents of the municipality;

WHEREAS, single-use plastic carryout bags generate significant public cost in disposal and litter control, as well as contribute to negative environmental impacts, including but not limited to the following:

1. Plastic bags contribute to overburdened publicly financed landfills, with significant costs to the public for cleanup and disposal;
2. Plastic bags constitute a nuisance and an eyesore, detracting from the natural beauty of the Town and the Eastern Shore;
3. Plastic bags are not accepted by the Town of Easton recycling program, and cause sorting machines to break down, causing delays and adding repair costs;
4. Plastic bags are made from fossil fuels that generate greenhouse gas emissions contributing to climate change;
5. Plastic bags are designed to be disposable rather than reusable;
6. Plastic bags break down in tiny bits, contaminating the soil and water and can pose threats to marine life and enter the food chain;
7. Plastic bags represent a significant hazard to marine animals and birds, with hundreds of thousands of sea turtles, whales, and other marine mammals dying every year

from ingesting discarded plastic bags mistaken for food, as well as land animals that ingest plastic bags, choke on them, and suffer intestinal blockage, leading to death; and

WHEREAS, the Town Council has determined that the adoption of restrictions prohibiting businesses in the Town from providing customers with single use disposable plastic bags is a necessary and appropriate measure to protect the environment.

NOW, THEREFORE, the Town of Easton hereby ordains:

Section 1. Chapter 18 of the Town Code entitled Offenses-Miscellaneous is hereby amended to add a new section 18-17 to read as follows:

Section 18-7. Prohibition on providing customers with single use disposable plastic bags at point of sale

(a) Except as provided in Subsection (b), retail establishments shall not provide single use disposable plastic bags to customers at the point of sale. For the purpose of this Section, a retail establishment means any person and/or establishment engaged in the sale of goods, including but not limited to any grocery store, convenience store, restaurant, food service facility, shop, service station, or other sales outlet where a customer can buy goods.

(b) This Section does not apply to a disposable plastic bag solely used to contain:

- (1) fresh fish and fresh fish products;*
- (2) fresh meat and fresh meat products;*
- (3) fresh poultry and fresh poultry products;*
- (4) otherwise unpackaged fruits, nuts, or vegetables;*
- (5) otherwise unpackaged confectionery;*
- (6) otherwise unpackaged fresh cheese;*
- (7) otherwise unpackaged baked goods;*
- (8) ice;*
- (9) food and goods obtained at a farmers' market;*
- (10) prescription drugs obtained from a pharmacy;*
- (11) newspapers;*
- (12) dry-cleaned goods;*
- (13) packages of multiple bags intended for use for disposition of garbage, pet waste, or yard waste; or*
- (14) plant material, flowers or potted plants to prevent spoilage of the item or moisture damage to other purchases.*

(c) *Any owner, representative, or retail establishment who violates this Section shall be guilty of a municipal infraction. A written warning shall be issued for the first violation. A subsequent violation of this Section shall be subject to a fine not to exceed \$25.00. Each subsequent violation shall be subject to a fine not to exceed \$50.00. A transaction involving multiple plastic bags distributed to a single customer shall constitute one offense.*

Language to be deleted is shown in ~~striktthrough~~ text

Language to be added is shown in ***bold italics***

Section 2. In accordance with Article II, Section 9 of the Easton Town Charter, this ordinance shall become effective January 1, 2023.

Silverstein	-
Abbatiello	-
Engle	-
Davis	-
Cook	-

I hereby certify that the above Ordinance was passed by a yea and nay vote of the Council this _____ day of _____, 2022.

Megan J. M. Cook, Town Council President

Delivered to the Mayor by me this _____ day of _____, 2022.

Kathy M. Ruf, Town Clerk

APPROVED:

Date: _____, 2022

Robert C. Willey, Mayor

EFFECTIVE DATE: January 1, 2023.