Town Council
Regular Meeting

October 28, 2025, 6:00 PM
Council Chambers, La Plata Town Hall
305 Queen Anne St.
La Plata MD

Agenda

1. Call to Order

   1.1. Call to Order

   Attendees, please use meeting courtesy. Virtual attendees are asked to mute microphones when joining the meeting. Participants may be muted by the Town Clerk and meetings will be recorded.

   In accordance with the Open Meetings Act, the public has the right to view/listen to the discussion only. At their discretion, the Town Council may allow participants to voice questions or provide comments on the topics under discussion. Written comments may be submitted via email to Legislative@townoflaplata.org. Individuals wishing to address the Town Council may sign up in advance on the Town's website (Public Communications) or on the meeting sign-up sheet.

   Join on your computer, mobile app, or room device.
   Join the meeting now
   Meeting ID: 240 806 147 692
   Passcode: 2T5Bm6FQ

   In accordance with the Code of Maryland, General Provisions, Section 3-302 (Open Meetings Act), notice is hereby given that a portion of this meeting will be held in closed session.

   1.2. Roll Call

   1.3. Pledge of Allegiance

   1.4. Approval of the Meeting Agenda

2. Consent Agenda

   2.1. Approval of minutes from meeting on September 9, 2025

   2.2. Approval of minutes from Town Council retreat on September 11, 2025

   2.3. Approval of minutes from meeting on September 23, 2025

2.4. Amendment to Fiscal Year 2026 Fee Schedule

3. Petitions, Communications, Appearances and Public Comment

3.1. Public Comment

3.2. Oath of Office: Ryan Kruger, La Plata Police Department

3.3. Re-Affirmation of Oath of Office: Matt Norris, Chief of Police

3.4. Proclamation: Operation Green Light (November 4 - 11, 2025)

3.5. Proclamation: Small Business Saturday (November 29, 2025)

3.6. Neighborhood Mini-Grant Awards

- Hawthorne Greene
- La Plata Area Girl Scout Troops
- Kings Grant
- Quailwood
- Whispering Oaks

3.7. Presentation: Route 6/Charles Street Re-Design (Maryland State Highway Administration)

4. Matters of Council Discussion

4.1. Radio Station Road/Willow Lane Bikeway

4.2. Wills Memorial Park Amphitheater and Trail

4.3. Town Hall Campus

4.4. Municipal Government Works Month (November 2025)

5. New Business

5.1. Report from Town Manager

5.2. Reports from the Mayor and Town Council

6. Motion for a Closed Session

6.1. **Statutory Authority to Close Session**: § 3-305(b)(1) to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction.
Topic: Conduct of member of board or commission
Reason for Closure: Consideration of disciplinary action

6.2. **Statutory Authority to Close Session**: § 3-305(b)(14) discuss, before a contract is awarded or bids are opened, a matter directly related to a negotiating strategy or the contents of a bid or proposal, if public discussion or disclosure would adversely impact the ability of the public body to participate in the competitive bidding or proposal process

Topic: Facilities Master Plan Contract Discussion
Reason for Closure: Discuss negotiating parameters

7. Adjourn

7.1. Adjournment

TOWN OF LA PLATA
Town Council Minutes
September 9, 2025, 6:00 PM
Regular Meeting
Council Chambers, La Plata Town Hall

PRESENT: Mayor Jeannine James
Councilman Paul Guttenberg
Councilman Patrick McCormick
Councilman Gregory Sampson, Jr.
Councilman Tyjon Johnson

ABSENT:

TOWN STAFF: Michelle Miner, Assistant Town Manager
Jack Gullo, Town Special Counsel (Virtual)
Don Dooley, Director of Planning
Monica Kennedy, Director of Human Resources
Aaron Mosrie, Director of Inspections (Virtual)
Kirk Parks, Wastewater Superintendent

For the purposes of this meeting, Director Kennedy served as Acting Town Clerk.

GUESTS:

1. Call to Order

1.1. Call to Order

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Join on your computer, mobile app, or room device.
Join the meeting now
Meeting ID: 240 806 147 692
Passcode: 2T5Bm6FQ

In accordance with the Code of Maryland, General Provisions, Section 3-302 (Open Meetings Act), notice is hereby given that a portion of this meeting will be held in closed session.

Mayor James called the meeting to order at 6:00 PM.

1.2. Roll Call

The Acting Town Clerk conducted Roll Call.

1.3. Pledge of Allegiance

Mayor James led all assembled in the Pledge of Allegiance.

1.4. Approval of the Meeting Agenda

Councilman Johnson moved to approve the agenda as presented.

Moved By: Tyjon Johnson, seconded by Gregory Sampson, Jr.
Ayes: Mayor James, Councilman Guttenberg, Councilman McCormick, Councilman Sampson, Jr., Councilman Johnson
Nays: None
Abstained: None
Absent: None
Passed

2. Consent Agenda

The Town Manager answered questions from the Town Council regarding various monthly reports and the monthly reporting process.

Councilman Guttenberg moved to approve the Consent Agenda as presented.

Moved By: Paul Guttenberg, seconded by Tyjon Johnson.
Ayes: Mayor James, Councilman Guttenberg, Councilman McCormick, Councilman Johnson
Nays: Councilman Sampson, Jr.
Abstained: None
Absent: None
Passed

2.1. Department Reports (Written Only)

2.2. Adoption of Resolution 25-19 Employment Agreement between the Town of La Plata and Noel C. Stevens

2.3. Adoption of Resolution 25-20 Issuance of Two General Obligation Bonds in the Respective Original Principal Amounts of $4,842,000 and $2,720,000 to Finance or Reimburse Costs of the Sewer System Project Referred to as Project One and Related Costs

2.4. Adoption of Resolution 25-21 Adoption of RUS Bulletin 1780-27 (USDA Loan $4,842,000)

2.5. Adoption of Resolution 25-22 Adoption of RUS Bulletin 1780-27 (USDA Loan $2,720,000)

2.6. Adoption of Resolution 25-23 Replacement of Well Head Equipment and Components

2.7. Adoption of Resolution 25-24 2025 Additional Paid Holiday

3. Petitions, Communications, Appearances and Public Comment

3.1. Presentation: La Plata Water and Sewer Infrastructure Strategy for Sustainable Growth

The Town Manager delivered a presentation on "La Plata Water and Sewer Infrastructure Strategy for Sustainable Growth."

3.2. Public Comment

No public speakers were present at this meeting.

4. Legislation

4.1. Amended Ordinance 25-06 Town of La Plata Fiscal Year 2026 Tax Rate (2nd Reading; For consideration of adoption)

AN AMENDED ORDINANCE concerning

Town of La Plata Fiscal Year 2026 Tax Rate

FOR the purpose of amending the Town of La Plata Fiscal Year 2026 (FY26) Tax Rate enacted by Ordinance 25-06 by correcting erroneous data provided by the Administrator of the Heritage Green Special Taxing District, and by authorizing an additional tax levy for the Heritage Green Special Taxing District; and all matters generally relating thereto.

The Town Manager conducted the second reading of Ordinance 25-06.

Councilman Johnson moved to adopt Ordinance 25-06 as presented.

Moved By: Tyjon Johnson, seconded by Paul Guttenberg.
Ayes: Mayor James, Councilman Guttenberg, Councilman McCormick, Councilman Sampson, Jr., Councilman Johnson
Nays: None
Abstained: None
Absent: None
Passed

4.2. Ordinance 25-08 Amendment to Town of La Plata Fiscal Year 2025 Financial Plan/Budget (2nd Reading; For consideration of adoption)

AN ORDINANCE concerning

Amendment to Town of La Plata Fiscal Year 2025 Financial Plan/Budget

FOR the purpose of amending the Town of La Plata Fiscal Year 2025 (FY25) Financial Plan/Budget; and all matters generally relating thereto.

The Town Manager conducted the second reading of Ordinance 25-08.

Councilman McCormick moved to adopt Ordinance 25-08 as presented.

Moved By: Patrick McCormick, seconded by Tyjon Johnson.
Ayes: Mayor James, Councilman Guttenberg, Councilman McCormick, Councilman Sampson, Jr., Councilman Johnson
Nays: None

Abstained: None
Absent: None
Passed

5. New Business

5.1. Reports from the Mayor and Town Council

The Mayor and Town Council reported on activities in their respective boards and commissions, and on current and upcoming events in the town.

6. Motion for a Closed Session

6.1. Statutory Authority to Close Session: § 3-305(b)(7) to consult with counsel to obtain legal advice. Topic: Water Contract Negotiation

Councilman Johnson moved to enter closed session under statutory authority § 3-305(b)(7), to consult with counsel to obtain legal advice.

Moved By: Tyjon Johnson, seconded by Paul Guttenberg.
Ayes: Mayor James, Councilman Guttenberg, Councilman McCormick, Councilman Sampson, Jr., Councilman Johnson
Nays: None
Abstained: None
Absent: None
Passed

6.2. Reason for Closure: Discussion involves privileged attorney-client communications regarding negotiation strategy not appropriate for public disclosure

7. Adjourn

7.1. Adjournment

Mayor James adjourned the open session at 8:25 PM.

Submitted by:

_____
Kelly G. Phipps
Director of Legislative Services

TOWN OF LA PLATA
Town Council Minutes
September 11, 2025, 8:00 AM
Town Council Retreat
Wills Memorial Park, 505 Saint Marys Ave.
La Plata MD

PRESENT: Mayor Jeannine James
Councilman Paul Guttenberg
Councilman Patrick McCormick Councilman
Gregory Sampson, Jr.
Councilman Tyjon Johnson

ABSENT:

TOWN STAFF: Chuck Stevens, Town Manager
Michelle Miner, Assistant Town Manager

GUESTS: Emily Groo, Zelos, LLC
Tamia Hayes, Zelos, LLC

1. Opening Remarks

Ms. Groo and Ms. Hayes, the session moderators, reviewed the agenda and goals for this moderated team-building retreat:

- Team Development
- Review of Town's current strategic framework
- Facilitate the Town Council's review of the current strategic framework
- Provide staff direction on creating new strategic priorities and initiatives

2. Matters of Discussion

2.1. The Town Council refined the Town's mission and vision statements:

2.1.1. Vision

- Old Vision: The Town of La Plata is an inclusive model of local government for community safety, health, amenities, and financial stability that benefits all residents for generations to come.
- New Vision: A vibrant, connected community where residents can work and play where they live.

2.1.2. Mission

- Old Mission: In partnership with the community, La Plata provides a cost-effective system of government for public services. We implement industry best practices and innovative ideas to be known as a cultural hub that respects its

strong heritage, encourages economic growth, facilitates a safe environment for a diverse community, enhances quality of life, and protects its natural resources.

- New Mission: To provide cost-effective services in a safe and welcoming community.

2.2. The Town Council identified the following priority initiatives.

1) Develop an Adequate Public Facilities Ordinance
2) Commission a Fiscal Impact of Zoning Study
3) Develop a Tourism Zone Ordinance
4) Comply with the Maryland Digital Accessibility regulations
5) Implement the Safe Streets for all Grant
6) Develop a Reserve Fund Policy
7) Review and initiate Charter Amendments

3. Closing Remarks

Ms. Groo and Ms. Hayes facilitated a collaborative review of session goals and outcomes.

4. Adjournment

The session concluded at 4:00 PM.

Submitted by:

_____

Kelly G. Phipps, Director of Legislative Services

Town of LaPlata, MD - Council Retreat Agenda

Who, When, and Where

- Participants: La Plata Town Council, Town Manager, and Assistant Town Manager
- Date: September 11, 2025
- Times: 8 am – 4 pm
- Location: Wills Memorial Park, 505 St Mary's Ave, La Plata, MD 20646
- Attire: Casual

Session purpose

To facilitate the Town Council to review the current strategic framework and create strategic priorities for the Town of La Plata.

Session outcomes

- A common understanding of the La Plata Strategic Plan
- A set of prioritized initiatives
- Improved team cohesion and collaboration

Agenda

Time	Agenda activities
8:00 am – 8:20 am	Welcome; opening remarks; icebreaker
8:20 am – 8:40 am	Interview themes and agenda review
8:40 am – 9:10 am	Set retreat agreements & choose a decision-making model for the retreat
9:10 am – 9:40 am	• Learn Zelos strategic planning framework and evaluation questions • Review La Plata's current strategic plan

Time	Agenda activities
	• Group activity related to mission & vision of La Plata
9:40 am – 9:50 am	Break
9:50 am – 10:20 am	Visioning Activity
10:20 am – 12:00 pm	• Review and organize La Plata Town Council priorities based on the strategic plan framework • Group discussion
12:00 pm – 12:30 pm	Lunch
12:30 pm – 12:45 pm	Energizer
12:45 pm – 1:45 pm	Prioritization of initiatives
1:45 pm – 2:00 pm	Break
2:00 pm – 2:15 pm	Energizer
2:15 pm – 3:30 pm	Discuss council & staff roles and responsibilities and determine a path forward
3:30 pm – 4:00 pm	Wrap up; closing activity; next steps

TOWN OF LA PLATA
Town Council Minutes
September 23, 2025, 6:00 PM
Regular Meeting
Council Chambers, La Plata Town Hall
305 Queen Anne St
La Plata MD

PRESENT: Mayor Jeannine James
Councilman Paul Guttenberg
Councilman Patrick McCormick
Councilman Gregory Sampson, Jr.
Councilman Tyjon Johnson

ABSENT:

TOWN STAFF: Chuck Stevens, Town Manager
Michelle Miner, Assistant Town Manager
Don Dooley, Director of Planning
Monica Kennedy, Director of Human Resources (virtual)
Kelly Phipps, Director of Legislative Services

GUESTS:

1. Call to Order

Councilman Johnson served as presiding officer in his capacity as Mayor Pro Tem.

1.1. Call to Order

Attendees, please use meeting courtesy. Virtual attendees are asked to mute microphones when joining the meeting. Participants may be muted by the Town Clerk and meetings will be recorded.

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Join on your computer, mobile app, or room device.
Join the meeting now
Meeting ID: 240 806 147 692
Passcode: 2T5Bm6FQ

In accordance with the Code of Maryland, General Provisions, Section 3-302 (Open Meetings Act), notice is hereby given that a portion of this meeting will be held in closed session.

Mayor Pro Tem Johnson called the meeting to order at 6:00 PM.

1.2. Roll Call

Director Phipps conducted Roll Call.

Mayor James attended virtually.

1.3. Pledge of Allegiance

The Mayor Pro Tem led all assembled in the Pledge of Allegiance.

1.4. Approval of the Meeting Agenda

Councilman Guttenberg moved to approve the agenda as presented.
Moved By: Paul Guttenberg, seconded by Gregory Sampson, Jr.
Ayes: Mayor James, Councilman Guttenberg, Councilman McCormick, Councilman Sampson, Jr., Councilman Johnson
Nays: None
Abstained: None
Absent:
Passed

2. Disclosure of Closed Session

2.1. Disclosure of Closed Session on September 9, 2025

In accordance with the Maryland Open Meetings Act, Annotated Code of Maryland, General Provisions Article § 3-211, the Mayor Pro Tem disclosed that the Town Council Closed Session held a Closed Session on September 9, 2025. Specific information relevant to the Closed Session was included on the Closing Statement, attached to the agenda.

3. Consent Agenda

Councilman McCormick moved to approve the Consent Agenda as presented.
Moved By: Patrick McCormick, seconded by Paul Guttenberg.
Ayes: Mayor James, Councilman Guttenberg, Councilman McCormick, Councilman Sampson, Jr., Councilman Johnson
Nays: None
Abstained: None
Absent:
Passed

3.1. Approval of minutes from Regular Meeting on August 12, 2025

3.2. Approval of minutes from Regular Meeting on August 26, 2025

4. Petitions, Communications, Appearances and Public Comment

4.1. Public Comment

Ms. Prescott signed up in advance to address the Town Council but was not present in the Council Chambers. No other public speakers were present at this meeting.

4.2. Proclamation: National Code Compliance Month

Councilman Sampson read the proclamation for National Code Compliance Month.

4.3. Proclamation: Community Planning Month

Councilman Guttenberg read the proclamation for Community Planning Month.

5. New Business

5.1. Report from the Town Manager

The Town Manager reported on the final report presented by Zelos, the moderators of the Town Council retreat held on September 11, 2025.

5.2. Reports from the Mayor and Town Council

The Town Council remarked on events and occurrences at the national and local levels.

6. Motion for a Closed Session

The Mayor Pro Tem read the statutory authorities for two topics scheduled for discussion in a closed session.

Councilman Guttenberg moved to motion to enter closed session.
Moved By: Paul Guttenberg, seconded by Gregory Sampson, Jr.
Ayes: Mayor James, Councilman Guttenberg, Councilman Sampson, Jr., Councilman Johnson
Nays: Councilman McCormick
Abstained: None
Absent:
Passed

The Town Council came to a consensus to allow Councilman McCormick to express the opinion of the minority vote. Mayor James was in opposition.

Councilman McCormick was in opposition to the first closed session topic and expressed the opinion that it should be discussed in open session. Councilman Guttenberg noted that the unique nature of the topic and those involved required discussion in closed session.

6.1. **Statutory Authority to Close Session**: § 3-305(b)(7) to consult with counsel to obtain legal advice.
Topic: Legal implications and risks associated with ongoing personnel and administrative matters
Reason for Closure: Discussion involves privileged attorney-client communications regarding legal risks and strategy not appropriate for public disclosure

6.2. **Statutory Authority to Close Session**: § 3-305(b)(8) to consult with staff, consultants, or other individuals about pending or potential litigation
Topic: Pending Maryland Department of the Environment litigation
Reason for Closure: Discussion involves communications regarding pending litigation not appropriate for public disclosure

7. Adjourn

7.1. Adjournment

The Mayor Pro Tem adjourned the meeting at 6:37 PM.

Councilman McCormick moved to adjourn [to closed session].
Moved By: Patrick McCormick, seconded by Tyjon Johnson.
Ayes: None
Nays: None
Abstained: None

Absent:
Passed

Submitted by:

_____
Kelly G. Phipps
Director of Legislative Services

FOR LEGISLATIVE USE ONLY

Item Number: 2025-1454

Date of Meeting: October 28, 2025

Agenda Item Summary

MEETING GROUP: Town Council
STAFF RESOURCE: Karina Larsen, Town Treasurer
DEPARTMENT: Finance
TYPE: Ordinance
SUBJECT: Fiscal Year 2026 Fee Schedule Amendment

BACKGROUND:

During a recent review of the Town's FY2026 fee schedule, staff identified that the mattress and box spring disposal fee requires adjustment. The Town currently charges residents $10 per item but incurs a $25 cost from the Charles County Landfill for each item disposed. This amendment increases the Town's fee to $25 to achieve full cost recovery on this pass-through expense and align with the County's rate.

FISCAL IMPACT:

The revised mattress disposal fee will offset the Town’s current out-of-pocket expense for landfill disposal, reducing the subsidy from the General Fund. This change is cost-neutral and will not generate additional revenue or expense for the Town but will strengthen the fiscal sustainability of Town operations without incurring new expenses or external funding needs.

STRATEGIC PLAN ALIGNMENT:

This initiative supports the Town's Strategic Plan by ensuring user fees accurately reflect service costs, maintaining equitable cost distribution, and reducing reliance on general revenues to fund user-specific services.

SUSTAINABILITY CONSIDERATIONS:

Aligning fees with actual service costs supports economic sustainability through cost accountability and promotes responsible waste management practices. No new equipment or materials are required.

ADA CONSIDERATIONS:

This fee adjustment applies uniformly to all residents. The Town's standard ADA accommodation procedures remain in effect for residents requiring assistance accessing this service.

RECOMMENDED ACTION:

Adopt Ordinance 25-09 Fiscal Year 2026 Fee Schedule Amendment

ATTACHMENTS:

FY 2026 Fee Schedule (Amended)

COUNCIL OF THE TOWN OF LA PLATA
Ordinance 25-09

Introduced By:	**Mayor Jeannine E. James, by request**
Date Introduced:	**October 28, 2021**
Date Adopted:	
Date Effective:	

AN ORDINANCE concerning

Amendment to Town of La Plata Fiscal Year 2026 Fee Schedule

FOR the purpose of adopting the Fiscal Year 2026 Fee Schedule, dealing with fees set by the Town of La Plata; and all matters generally relating thereto.

BY repealing
Chapter 101 – Fees
Sections 101-1 through 101-7
Code of the Town of La Plata
(1998 Edition and Supplements)

BY adding
Chapter 101 – Fees
Sections 101-1 through 101-6
Code of the Town of La Plata
(1998 Edition and Supplements)

SECTION 1: BE IT ENACTED BY THE COUNCIL OF THE TOWN OF LA PLATA that Chapter 101, Sections 101-1 through 101-6 of the Code of the Town of La Plata (1998 Edition and Supplements) be and it is hereby repealed in its entirety, and new Chapter 101 Fees, consisting of Sections 101-1 through 101-6, inclusive, is added to the Code of the Town of La Plata (1998 Edition and Supplements) to stand in the place of the Chapter so repealed and to read as attached hereto as Attachment 1.

SECTION 2: AND BE IT FURTHER ENACTED that this Ordinance shall become effective at the expiration of fifteen (15) calendar days after its approval by the Council.

ADOPTED AND APPROVED by the Council of the Town of La Plata on _____.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

_____
Jeannine E. James, Mayor

_____
Paul C. Guttenberg, Councilman

_____
Patrick McCormick, Councilman

ATTEST:

_____
Gregory Sampson, Jr., Councilman

_____
Kelly G. Phipps
Director of Legislative Services

_____
Tyjon C. Johnson, Councilman

Date _____

EXPLANATION:
CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.
((Double Parentheses)) indicate matter deleted from existing law.
Underlining indicates amendments to bill.
~~Strike Out~~ indicates matter stricken from bill by amendment or deleted from the law by amendment.
*** indicates existing law not depicted in bill and not being altered by bill
[Brackets] indicate renumbering of matter in existing law

Town of La Plata
FY2026
Adopted Fee Schedule

(Amended)

Table of Contents

FY 2026 Schedule of Fees

Administration Division 1
Documents and Copies 1
Facility Rental and Fees 1
Miscellaneous Charges and Fees 1
Special Events Fees 1
Penalty on Overdue Taxes 1
Bay Restoration Fund Charges 1
Planning Division 1
Zoning and Subdivision 1
Land Development Fees 2
Storm water Management Review 2
Environmental Plan Review 2
Traffic Impact Review 2
Permit Division 2
Grading Permit 2
Commercial Building Permits 2
Residential Building Permits 2
Utility Service Permits 3
Major Facility Fee Permit 3
Use and Occupancy Permits 3
Miscellaneous Permits 3
Farmers Market 3
Rental Operating License and Permits 3
Small Wireless Communications Facilities 3
Inspections 3
Building Inspections 3
Plumbing and Gas Inspections 4
Sewer and Water 5

Electrical Inspections - Residential 5
Electrical Inspections – Commercial. 5
Mechanical Inspections 6
Other Inspections 6
Utility Service Charges and Fees 6
Utility Locate Fee 6
Water Extraction Permits 6
Equipment and Structures 6
Water and Sewer Fees 6
Utility Service Rates 6
Water and Sewer Rates 6
Storm Water Management Fee 6
Refuse Containers Fees 6
Refuse Collection Rates 6
Special Pickups 7
Recycling Per Quarter 7
Municipal Infractions 7

	Fee Category	FY26 Fee Amount
101-1 ADMINISTRATION		
	DOCUMENTS AND COPIES	
	Standard Format (Letter, Legal, Ledger) Per Page	$0.50
	Large Format (Black and White) Per SF	$0.50
	Large Format (Color) Per SF	$4.20
	Comprehensive Plan Per SF	Actual Cost
	Standard Specifications	$78.30
	Zoning Maps	Actual Cost
	Accident Reports	$10.00, plus $0.50 per page after the initial ten pages
	Incident Reports	$10.00, plus $0.50 per page after the initial ten pages
	Records Request of Photos	$20.00 per CD
	Record Request of Video Recordings	$70.00 per DVD
	Record Request of Audio Recordings	$70.00 per DVD
	Records Request Research Fee	$30.00 per hour starting with the third hour of research
	Public Information Request	Calculated at Time of Request, Required Deposit of 50% of Calculated Cost
	FACILITY RENTALS AND FEES	
	Wills Park Town Resident /Nonprofit / For Profit (Daily Rental up to 8 hours)	$146.00
	Wills Park Town Based Youth and Senior Citizen Organizations, Town Home Owner's Association Meetings, La Plata Volunteer Fire Department, Charles County Rescue Squad and Port Tobacco Players	No Charge
	Tilghman Lake Daily Rental Rate (Town Resident)	$200.00
	Tilghman Lake Daily Rental Rate (Non-Town Resident)	$338.00
	MISCELLANEOUS CHARGES AND FEES	
	Returned Check Fee	$38.70
	Late Payment Penalty	10% Of the Total Due, Excluding the Bay Restoration Fee Due, Compounded Quarterly
	Interest on Unpaid Utility Bill Balances (Excluding Bay Restoration Fee) From Prior Periods	16% APR
	Credit/Debit Card Transaction Convenience Fees	No Charge
	Utility Account Maintenance Fee (Per Quarter)	$15.00
	La Plata License Plate	$35.00
	SPECIAL EVENTS	
	Special Event Vendor Fee (non-refundable)	$27.00
	Special Event Permit Application Fee	$27.00
	Special Event Permit Fee	$108.00
	Police Officer Staff for Special Event (Hourly per officer minimum 3 hours per officer)	$73.00
	Public Works Staff for Special Event (Hourly per worker minimum 3 hours per worker)	$54.00
	Penalty on Late Payment (50% of the total balance for Town staff hours will be due two business days before the event. The remaining balance shall be invoiced by the Town and due 30 days' net of the invoice date).	1% Of Unpaid Amount, Per Month or Fraction Thereof That the Payment Is Late
	PENALTY ON OVERDUE TAXES	
	Real Property (Fee Is in Addition to Interest Imposed in Town Charter §C8-15)	1/3 Of 1% Of Unpaid Amount, Per Month or Fraction Thereof That the Payment Is Late
	Personal/Public Utility Taxes	1% Of Unpaid Amount, Per Month or Fraction Thereof That the Payment Is Late
	BAY RESTORATION FUND CHARGES	
	Residential Sewer Customers (Monthly)	$5.00
	Non-Residential Sewer Customers (Monthly)	$5.00
	Residential Sewer Customers (Quarterly)	$15.00
	Non-Residential Sewer Customers (Quarterly)	$15.00
101-2 PLANNING DIVISION		
	Annexation Petitions (Professional Services Agreement Required)	$852.00, Plus Deposit for Actual Expenses
	Zoning Amendment Petition	$534.00, Plus Deposit for Actual Expenses
	Board of Appeals Application for Variance, Special Exception, Appeal from An Administrative Decision, Home Occupation	$338, Plus Deposit for Actual Expenses
	Zoning Certification Letter	$112.00
	Engineering Review Fee	Actual Cost Plus 3%
	Official Zoning Map Update (Excluding Final Plats) Per Lot	$13.00
	SUBDIVISIONS	
	Major Subdivision Preliminary Plat Base Fee Per Plat	$355.00
	Major Subdivision Preliminary Plat Additional Per Lot Fee	$19.00
	Final Plat Base Fee Per Plat	$365.00
	Final Plat Additional Per Lot Fee	$20.00
	Fee In Lieu Of Parkland Dedication or Reservation, Payable at Time of Building Permit	$2,743.00

SITE DEVELOPMENT PLANS	
Master Site Development Plan Review as Required by The Town's Zoning Code (TDX, PBPE, PRID, NCX)	$831.00
Major Site Plan Review	$971.00
Minor Site Plan Review	$183.00
Proposed Improvement Plan Review for Water, Sewer, Storm Water Management and Streets	1% Of the Construction Costs, Not to Exceed $8,140.00
Outside Review of Utility Plans - Water and Sewer (Hourly Rate)	$160.00
Erosion and Sediment Control and Forest Harvest Operation Plan	Assessed & Collected by Charles Soil Conservation District
Resubmission Fee (After 3rd Submittal)	$74.00
STORMWATER MANAGEMENT PLAN REVIEW	
Concept Stormwater Management Review (Step 1) - Application Fee	$117.00
Additional Hourly Rate (Outside Review)	$162.00
Site Stormwater Management Review (Step 2) - Application Fee	$117.00
Additional Hourly Rate (Outside Review)	$162.00
Final Stormwater Management Review (Step 3) - Application Fee	$117.00
Additional Hourly Rate (Outside Review)	$162.00
Fee In Lieu Of On-Site Storm Water Management, Payable at Time of Grading Permit Per SF	$1.40
FOREST CONSERVATION REVIEW	
Forest Stand Delineation Plan Review	$183.00
Forest Conservation Plan Review	$295.00
Additional Per Acre Fee Per Acre of LOD	$14.00
Payment Instead of Afforestation and Reforestation Per SF	$0.75
TRAFFIC IMPACT REVIEW	
Traffic Study Impact Reviews for 20 residential units or less; any commercial use less than 5,000 square feet	$268.00
Traffic Study Impact Reviews for 21 to 100 residential units; any commercial use greater than or equal to 5,000 square feet but less than 20,000 square feet	$536.00
Traffic Study Impact Reviews for greater than 100 residential units; any commercial use greater than or equal to 20,000 square feet	$1,000.00, Plus $150.00 per hour; not to exceed $3,000.00.
101-3 PERMIT DIVISION	
GRADING PERMIT APPLICATION FEES	
Grading & Control Costs 0-$1000	$51.00
Grading & Control Costs Over $1,000	$49.00, Plus 1% Of Grade and Control Costs, Limited to A Maximum Fee Of $7,750.00
COMMERCIAL PERMITS	
New Construction, Apartments, Office Condominiums and Additions Application Fee	$179 Plus $0.10/sq.ft.
Interior Alterations and Accessory Structures (Sheds, Gazebos ETC.) Application Fee	$150 Plus $0.10/sq.ft.
Plan Revision Fee (PlanChek)	$0.075/sq.ft. OR $128.00 min.
Large Cellular Towers / New	$85.00/100ft. vertical OR $161.00 min.
Cellular Site Upgrades/Antennas	$87.00
Liquid Propane Fuel Tanks	$65.00 Flat Rate per tank
Sign Permit Application Fee (Free Standing and Wall Mounted)	$65.00
Sign Permit Application Fee (Temporary)	$44.00
Temporary Structures (Portable Trailers, Tents ETC.)	$215.00
Photovoltaic Arrays (PV) (Solar Panels)	$0.10/sq.ft. OR $134.00 min.
Swimming/Baptistry Pools	$134.00
Retaining Walls (48" or greater from footing to top of wall)	$0.10/sq.ft. OR $156.00 min.
Demolition or Moving of Buildings	$101.00
Accessibility Upgrade/Ramp	$1.65/linear ft. OR $118.00 min.
Exterior Deck/Balcony	$.50 sq.ft. OR $179.00 min.
RESIDENTIAL PERMITS	
Home Builder Guarantee Fund	$54.00
Residential New Construction and Additions (SFD, TH, Manufactured SFD)	$180.00
Interior Alteration Application Fee	$120.00
Per Square Foot Fee (Gross Square Footage)	$0.10
Plan Revision Review Fee (PlanChek)	$.075/sq.ft. OR $129.00 min.
Structural Modifications	$.10/sq.ft. OR $129.00 min.
Detached Accessory Structures (Storage Sheds, Gazebos ETC.)	$.10/sq.ft. OR $150.00 min.
Sign Permit Application Fee (Free Standing and Wall Mounted)	$65.00
Sign Permit Application Fee (Temporary)	$44.00
Exterior Deck/Balcony	$.50 sq.ft. OR $118.00 min.
Exterior Ramp /Standalone	$1.50/linear ft. OR $107 min.
Retaining Wall (48" or greater from footing to top)	$1.65/Linear ft. OR $118.00 min.
Photovoltaic Arrays (PV) (Solar Panels)	$.10/sq.ft. OR $134.00 min.
Fireplace/Woodstove Insert	$.10/sq.ft. OR $65.00 min.
Swimming/Hot Tubs	$108.00
Demolition and Moving of Buildings	$101.00

UTILITY SERVICE PERMITS	
Residential Water Connection Charges	
Residential Water Connection - Less Than 700 Square Feet of Total Area	$126.00
Residential Water Connection - More Than 700 Square Feet of Total Area	$134.00
Residential Sewer Connection Charges	
Residential Sewer Connection - Less Than 700 Square Feet of Total Area	$377.00
Residential Sewer Connection - More Than 700 Square Feet of Total Area	$434.00
Commercial, Industrial, Quasi-Public or Public Facilities Water Connection (Based on Estimated Quarterly Water Consumption)	
0 To 15,000 Gallons	$134.00
15,001 To 100,000 Gallons	$333.00
100,001 Gallons and Above	$473.00
Commercial, Industrial, Quasi-Public or Public Facilities Sewer (Based on Estimated Quarterly Water Consumption)	
0 To 15,000 Gallons	$406.00
15,001 To 100,000 Gallons	$1,053.00
100,001 Gallons and Above	$1,418.00
Water Meters, Including Fittings and Appurtenances (Size in Inches)	
5/8" - 3/4"	$798.00
1"	$913.00
1.5"	$1,052.00
2"	$1,397.00
3"	$2,656.00
4"	$3,836.00
Other Sizes and Types (I.E., Compounds, 3+)	To Be Determined Upon Application
MAJOR FACILITY FEE PERMIT (Impact Fee Chapter 186)	
Major Facility Fee Residential SFD, TH, Duplex (Per Unit)	$20,758.00
Apartments - Dwelling Unit is 700 SF or Less (Per Unit) Including Accessory Dwelling Units (ADU)	$15,905.00
Apartments - Dwelling Unit is More than 700 SF (Per Unit) Including Accessory Dwelling Units (ADU)	$18,347.00
Commercial, Industrial, and Public or Quasi-Public Facility Units (Per EDU)	
New or Enlarged Water and Sewer Service	$20,121.00
Actual usage is 110% greater than estimated consumption after one (1) year	Calculated based on current rates minus any amount already paid
CERTIFICATE OF USE AND OCCUPANCY PERMIT	
Final Certificate of Use and Occupancy Permit Application Fee	$89.00
Temporary Use and Occupancy Permit Application Fee	$54.00
MISCELLANEOUS PERMITS	
Noise Permits	$22.00
Public Works Permit (Work in Public Right-of-Way)	$33.00
Mobile Food Service Facility Permit (Valid for one calendar year)	$175.00
Home Office Permit	$46.00
Electrical Permit	PlanCheck Cost
Mechanical Permit	PlanCheck Cost
Plumbing Permits	PlanCheck Cost
FARMERS MARKET PERMITS	
Saturday Only Seasonal	$145.00
Saturday Only Daily	$26.00
Wednesday Only Seasonal	$93.00
Wednesday Only Daily	$16.00
Saturday and Wednesday Seasonal	$217.00
RENTAL OPERATING LICENSE (BIANNUAL RENEWAL AND INSPECTION FEES)	
Buildings Containing 4 Or Fewer Dwelling/Rooming Units (Excluding Hotels/Motels) - Per Unit	$128.00
Buildings Containing 5 Or More Dwelling/Rooming Units (Excluding Hotels/Motels) - Per Unit	$161.00
Hotels/Motels - 0 To 50 Rooms - Per Unit	$290.00
Hotels/Motels - 51 To 100 Rooms - Per Unit	$392.00
Hotels/Motels - Over 100 Rooms - Per Unit	$483.00
Re-Inspection (Each Dwelling/Rooming Unit) - Per Unit	$108.00
SMALL WIRELESS COMMUNICATIONS FACILITIES IN THE PUBLIC RIGHTS OF WAY	
Application Fee for Placement or Modification of Small Wireless Telecommunications Facilities and Related Overhead and Underground Wiring, Cable, Hoses, Pipes, Poles and Similar Facilities.	
Up to Five Facilities	$596.00
Each Additional Facility	$120.00
Each New Pole	$1,190.00
Actual Cost to Review Applications, If in Excess of Set Fees	Actual Cost
Access Fee, Per Small Wireless Communications Facility, Per Year	$322.00
101-4 - INSPECTIONS	
New SFD, TH, MFD Dwelling Unit	
Building footing inspection	$225.00
Building foundation inspection	$225.00
Building foundation rebar inspection	$225.00
Building slab inspection	$225.00
Building framing inspection	$225.00
Load path inspection	$225.00
Building energy efficiency inspection	$225.00
Building final inspection	$225.00
Building Fire Rated Assembly (Party Wall) Inspection **(TH and MFD Only)**	$225.00
Driveway entrance final inspection **(As Applicable)**	$225.00

Manufactured / Industrialized Home: SFD	
Building footing inspection	$200.00
Building foundation inspection	$200.00
Building foundation rebar inspection	$200.00
Building slab inspection	$200.00
Building framing inspection	$200.00
Load path inspection	$200.00
Building energy efficiency inspection	$200.00
Building final inspection	$200.00
New Apartment Building (treated as commercial): APT	
Minimum Fee	$2,250.00
Fee per square foot	$0.60
Residential Additions, Alterations, Sheds, Pole Buildings	
Building Anchor Inspection	$75.00
Building footing inspection	$140.00
Building foundation inspection	$125.00
Building foundation rebar inspection	$125.00
Building slab inspection	$135.00
Building framing inspection	$175.00
Load path inspection	$125.00
Building energy efficiency inspection	$140.00
Building final inspection	$150.00
Building Fire Rated Assembly (Party Wall) Inspection	$140.00
Decks, Retaining Wall, Solar Panels, Fireplace/Woodstove and Swimming Pools Etc.	
Building Footing inspection	$125.00
Building Framing Inspection	$125.00
Building final inspection	$135.00
New Commercial, Industrial, and Additions: NC CAD	
Minimum Fee	$2,250.00
Fee per square foot	$0.60
Commercial and Industrial Alterations: CAL	
1500 sq ft or less - Minimum Fee	$675.00
Fee per square foot if greater than 1500 sq. ft.	$0.35
Commercial and Industrial for Change of Occupancy (no construction): GC	
Building final inspection	$50.00
Fire Safety	$50.00
Electrical final inspection	$50.00
Plumbing final inspection	$50.00
Mechanical final inspection	$50.00
Tents/Stages (carnivals, circuses, events): MIC	
Building Anchor Inspection	$75.00
Building framing inspection	$175.00
Building final inspection	$175.00
Accessory Storage Building: MIC	
Building footing inspection	$140.00
Building final inspection	$175.00
Signs: SGN	
Freestanding: Footing inspection	$100.00
Freestanding: Final inspection	$125.00
Wall: Anchor inspection	$75.00
Wall: Final inspection	$125.00
Antenna Tower: MIC	
Building footing inspection	$125.00
Building final inspection	$125.00
Buried Fuel Tank and Piping: MIC	
Pre-concealment	$75.00
Final inspection	$125.00
Sales/Construction Trailer: MIC	
Final inspection	$125.00
Re-inspection (When necessary to make an additional trip to the site, to re-inspect an incomplete or incorrect installation, or if inspection is not ready as scheduled, or any of the above areas.)	
Re-Inspection Fee	$125.00
Single Inspection Fee (all building types as ordered by the Code Official such as a preliminary inspection)	
Inspection fee (Residential)	$125.00
Inspection fee (Commercial)	$125.00
Temporary Use and Occupancy Inspection	
Inspection fee residential	$140.00
PLUMBING AND GAS (WHEN INSTALLED)	
New Dwelling Unit: SFD/TH/MFD Single Unit/APT Single Unit	
Underground slab inspection	$175.00
Rough-in inspection	$180.00
Plumbing final inspection	$180.00
Residential Alterations, Additions, Detached Structures/APT Single Unit: RAL, RAD, GCP, SHB	
Underground inspection	$120.00
Rough-in inspection	$140.00
Plumbing final inspection	$140.00
New Commercial, Industrial, Alterations and Additions: NC CAD	
Minimum per building (up to 5 fixtures)	$625.00
Cost for each fixture over 5	$60.00

Demolition of a Building: DEM	
Demolition Inspection	$125.00
Re-inspection (When necessary to make an additional trip to the site, to re-inspect an incomplete or incorrect installation, or if inspection is not ready as scheduled, or any of the above areas.)	
Re-inspection fee	$200.00
Single Inspection Fee (all building types as ordered by the Code Official such as a preliminary inspection)	
Inspection fee (Residential)	$125.00
Inspection fee (Commercial)	$125.00
Miscellaneous Permit Inspection Fee (Hot water heaters, sprinkler backflow devices, etc.)	
Inspection fee	$180.00
Gas pressure Test Inspection	
Inspection fee	$125.00
SEWER AND WATER (Residential Only): WS	
Sewer lateral	$180.00
Water lateral	$180.00
Water meter	$180.00
Combined Water/Sewer lateral	$240.00
Re-inspection fee (when necessary to make an additional trip to the site, to re-inspect an incomplete or incorrect installation, or if inspection not ready, of any of the above areas)	$200.00
Single inspection fee (all building types as ordered by the Code Official such as preliminary inspection)	$125.00
ELECTRICAL INSPECTIONS - RESIDENTIAL	
All types of residential dwelling units: SFD, TH, MFD Single Unit/APT Single Unit	
Underground inspection	$140.00
Rough wire inspection	$225.00
Final inspection	$225.00
All types of residential alterations and additions/APT Single Unit: RAL, RAD	
Underground inspection	$120.00
Rough wire inspection	$180.00
Final inspection	$180.00
Swimming Pool (in-ground): P	
Underground inspection	$120.00
Pool reinforcement bonding inspection	$120.00
Deck reinforcement bonding inspection	$120.00
Final inspection	$180.00
Separate service for detached sheds, pole buildings, garages & other miscellaneous structures:	
Underground inspection	$120.00
Rough wire inspection	$180.00
Final inspection	$180.00
Single inspection fee (all building types as ordered by the Code Official such as a preliminary inspection)	
Inspection fee	$125.00
Miscellaneous permit inspection fee (electric, water heaters, satellite or cable systems, solar panels, etc.)	
Inspection fee	$180.00
ELECTRICAL - COMMERCIAL	
Outlets (all switches, lighting, and receptacles are counted as outlets)	
Minimum fee (1-50 outlets)	$160.00
Each additional 25 outlets or fraction thereof	$60.00
Fixtures	
Minimum fee (1-50 fixtures)	$535.00
Each additional 25 fixtures or fraction thereof	$60.00
Heating and cooling equipment	
Outlet for each unit of 30 KW or less	$120.00
Outlet for each unit more than 30 KW	$120.00
Motors, etc.	
Minimum fee (1-6 Hp)	$80.00
Cost per HP (over 6)	$80.00
Transformers (each)	
All types, per Kva	$200.00
Service - meter equipment	
Not over 600 amp	$340.00
Over 600 amp	$425.00
Feeders and subpanels	
Not over 600 amp	$340.00
Over 600 amp	$425.00
Protective signaling systems	
Minimum fee (1-15 devices)	$300.00
Each additional 5 devices or fraction thereof	$60.00
Signs (illuminated only)	
Underground inspection	$80.00
Rough wire inspection	$80.00
Final inspection	$80.00
Re-inspection - when necessary to make an additional trip to the site, to re-inspect an incomplete or incorrect installation, or if inspection not ready, or any of the above areas	
Re-Inspection Fee	$200.00
Single inspection fee (all building types as ordered by the Code Official such as a preliminary inspection)	
Inspection fee	$125.00
Miscellaneous inspection fee (cable installations, phone lines, low voltage)	
Minimum fee (1-15 devices)	$300.00
Each additional 5 devices or fraction thereof	$60.00
Commercial and industrial for change of occupancy (no construction): GC	
Electrical final inspection	$50.00

MECHANICAL INSPECTIONS	
New Dwelling Unit: SFD, TH, MFD Single Unit	
Underground inspection	$140.00
Rough-in inspection	$200.00
Final inspection	$200.00
Residential Alterations/Additions/Detached Structures: RALIRAD/GCP/SHB	
Underground inspection	$120.00
Rough-in inspection	$140.00
Final inspection	$140.00
New Apartment Unit: APT	
Rough-in inspection	$200.00
Underground Inspection	$140.00
Final inspection	$200.00
New Commercial, Industrial, Additions, Alterations, and APT Common Areas: NC/CAD/CAL/APT	
Minimum fee	$200.00
Commercial calculation	$0.03
OTHER INSPECTIONS	
Residential Temporary Certificate of Use and Occupancy Inspection	$140.00
Commercial Temporary Certificate of Use and Occupancy Inspection	$140.00
Preliminary Inspection Fee	$125.00
Single inspection fee	$125.00
Reinspection Fee - Commercial and Residential	$200.00
After Hours Inspection	$300.00
Consulting Fee	$200.00
Emergency Work Inspection	$300.00
101-5 - PUBLIC UTILITY FEES	
UTILITY LOCATE FEE	
Commercial Properties	$44.00
WATER EXTRACTION PERMITS	
Non-Refundable Annual Application Fee	$1,109.00
Consumption Charge, per 1,000 Gallons of Usage, To Be Paid Monthly	$11.00
Private Waster Water Disposal System Permit Application	$83.00
Television and Sewer Cleaning Equipment Charges. Hourly Rates Accrue When Travel Begins to Job Site.	Actual Expenses
EQUIPMENT AND STRUCTURES	
Street Lights	To Be Determined Upon Application
Street Name and Regulatory Signs	To Be Determined Upon Application
EQUIPMENT CHARGES	
In Town Per Hour	Based on Equipment
WATER AND SEWER RATES	
Water Reconnect Fee	$42.10
Manual Meter Reading Fee	$50.00
Water Usage, Per 1,000 Gallons of Quarterly Metered Water Usage	
0 To 15,000 Gallons	$5.00
15,001 To 100,000 Gallons	$5.75
100,001 Gallons and Above	$5.00
Sewer Usage, Per 1,000 Gallons of Quarterly Metered Water Usage	
0 To 15,000 Gallons	$14.95
15,001 To 100,000 Gallons	$16.70
100,001 Gallons and Above	$14.95
STORMWATER MANAGEMENT QUARTERLY FEE	
Residential Per Dwelling Unit	$27.80
Non-Residential, Per Equivalent Residential Unit (ERU)	$27.80
REFUSE CONTAINERS (Refuse Containers: Available In 32 Gallon, 1/6 Yard; 64 Gallon, 1/3 Yard, And; 96 Gallon, 1/2 Yard Sizes. Containers Are the Property of The Town of La Plata.)	
One Time Rental Fee, Per Container	Based on Suppliers Cost to the Town
35 Gal Container Exchange Fee	$55.90
65 Gal Container Exchange Fee	$68.40
95 Gal Container Exchange Fee	$68.40
REFUSE COLLECTION RATES	
Residential Rates, Per Unit, Per Quarter Including: Single Family Detached, Single Family Attached and Two Family	
Curbside	$103.00
Curbside, Outside Corporate Limits, Subject to Council Approval	$161.00
House Side (Without Documented Need)	$211.20
House Side for Individuals Over the Age of Sixty-Four or Physically Impaired. Must Request Service in Writing and Supply Documentation.	$103.00
Each Additional Container, Maximum 3 Additional, Total Of 4	$32.90
Commercial and Multi-Family, Per Quarter	
1/2 Yard/96 Gallon Container (One Pickup Per Week)	
Curbside	$103.00
House side	$211.20
Each Additional Container, Maximum 3 Additional, Total Of 4	$32.90
1/2 Yard/96 Gallon Container (Two Pickups Per Week)	
Curbside	$203.50
House side	$399.20
Each Additional Container, Maximum 3 Additional, Total Of 4	$65.70

2 Yard Dumpster (One Pickup Per Week)	
First Dumpster	$298.70
Each Additional Dumpster	$157.10
2 Yard Dumpster (Two Pickups Per Week)	
First Dumpster	$579.40
Each Additional Dumpster	$265.30
2 Yard Dumpster (Three Pickups Per Week)	
First Dumpster	$857.50
Each Additional Dumpster	$367.00
2 Yard Dumpster (Four Pickups Per Week)	
First Dumpster	$1,127.90
Each Additional Dumpster	$479.00
2 Yard Dumpster (Five Pickups Per Week)	
First Dumpster	$1,375.10
Each Additional Dumpster	$849.80
4 Yard Dumpster (One Pickup Per Week)	
First Dumpster	$413.40
Each Additional Dumpster	$278.10
4 Yard Dumpster (Two Pickup Per Week)	
First Dumpster	$811.20
Each Additional Dumpster	$494.40
4 Yard Dumpster (Three Pickup Per Week)	
First Dumpster	$1,197.40
Each Additional Dumpster	$718.50
4 Yard Dumpster (Four Pickup Per Week)	
First Dumpster	$1,575.90
Each Additional Dumpster	$919.30
4 Yard Dumpster (Five Pickup Per Week)	
First Dumpster	$1,923.60
Each Additional Dumpster	$1,143.30
SPECIAL PICKUPS	
Residential	
Minimum Fee for The First 5 Minutes	$27.30
Each Minute in Addition to The First 5	$2.40
Mattress or Box Spring, Each in Addition To (I) & (II)	$25.00
Tires, Each in Addition To (I) & (II)	$6.90 Or Current Landfill Disposal Fee
Commercial	
Per Each Additional Dumpster	$281.30
RECYCLING (PER QUARTER)	
Charge Per Residential Utility Account	$15.00
Charge Per Commercial Utility Account, Per Tote (Maximum Of 4)	$15.00
Outside of Corporate Limits	$21.20
101-6 - MUNICIPAL INFRACTION FEES	
Chapter 46 - Hotel Rental Tax	
First Offense	$110.00
Each Repeat Offense	$220.00
Chapter 67 - Animals	
First Offense	$110.00
Each Repeat Offense	$220.00
Chapter 68 - Shopping Carts	
First Offense	$110.00
Each Repeat Offense	$220.00
Chapter 75 - Building Construction (Building Code)	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 78 - Building Numbering and Street Naming	
First Offense	$110.00
Each Repeat Offense	$220.00
Chapter 84 - Cable Television Rate Regulations	
First Offense	$110.00
Each Repeat Offense	$220.00
Chapter 98 - Farmers Market	
First Offense	$110.00
Each Repeat Offense	$220.00
Chapter 108 - Resource Protection Standards	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 117 - Health and Sanitation	
First Offense	$220.00
Each Repeat Offense	$435.00

Chapter 123 - Housing Standards	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 128 - Licenses and Permits	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 132 - Littering	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 137 - Noise	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 146 - Peace and Good Order	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 149 - Peddling, Soliciting and Street Vending	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 150 - Plumbing Standards	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 152 - Property Maintenance and Housing Standards	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 155 - Rental for Human Habitation	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 161 - Smoking and Tobacco Products	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 167 - Stormwater Management	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 173 - Subdivision and Land Development	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 181 - Vehicles and Traffic	
Parking Violations	
§181-4A(1) through §181-4A(20)§181-4A(22) through §181-4A(24)§181-4B§181-4C§181-4D§181-5§181-9§181-16	$50.00
§181-4A(21)	$250.00
§181-4A(25)	$150.00
First Offense, for All Other Violations of Chapter 181	$220.00
Each Repeat Offense, for All Other Violations of Chapter 181	$435.00
Chapter 186 - Water and Sewers	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 191 - Zoning	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 191 - Sign Code	
First Offense	$220.00
Each Repeat Offense	$435.00
Any violation of a provision of this Code designated as an infraction by for which no other specific fine is established.	$110.00

Town of La Plata
FY2026
Adopted Fee Schedule

(Amended)

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FY 2026 Schedule of Fees

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	Fee Category	FY26 Fee Amount
101-1 ADMINISTRATION		
	DOCUMENTS AND COPIES	
	Standard Format (Letter, Legal, Ledger) Per Page	$0.50
	Large Format (Black and White) Per SF	$0.50
	Large Format (Color) Per SF	$4.20
	Comprehensive Plan Per SF	Actual Cost
	Standard Specifications	$78.30
	Zoning Maps	Actual Cost
	Accident Reports	$10.00, plus $0.50 per page after the initial ten pages
	Incident Reports	$10.00, plus $0.50 per page after the initial ten pages
	Records Request of Photos	$20.00 per CD
	Record Request of Video Recordings	$70.00 per DVD
	Record Request of Audio Recordings	$70.00 per DVD
	Records Request Research Fee	$30.00 per hour starting with the third hour of research
	Public Information Request	Calculated at Time of Request, Required Deposit of 50% of Calculated Cost
	FACILITY RENTALS AND FEES	
	Wills Park Town Resident /Nonprofit / For Profit (Daily Rental up to 8 hours)	$146.00
	Wills Park Town Based Youth and Senior Citizen Organizations, Town Home Owner's Association Meetings, La Plata Volunteer Fire Department, Charles County Rescue Squad and Port Tobacco Players	No Charge
	Tilghman Lake Daily Rental Rate (Town Resident)	$200.00
	Tilghman Lake Daily Rental Rate (Non-Town Resident)	$338.00
	MISCELLANEOUS CHARGES AND FEES	
	Returned Check Fee	$38.70
	Late Payment Penalty	10% Of the Total Due, Excluding the Bay Restoration Fee Due, Compounded Quarterly
	Interest on Unpaid Utility Bill Balances (Excluding Bay Restoration Fee) From Prior Periods	16% APR
	Credit/Debit Card Transaction Convenience Fees	No Charge
	Utility Account Maintenance Fee (Per Quarter)	$15.00
	La Plata License Plate	$35.00
	SPECIAL EVENTS	
	Special Event Vendor Fee (non-refundable)	$27.00
	Special Event Permit Application Fee	$27.00
	Special Event Permit Fee	$108.00
	Police Officer Staff for Special Event (Hourly per officer minimum 3 hours per officer)	$73.00
	Public Works Staff for Special Event (Hourly per worker minimum 3 hours per worker)	$54.00
	Penalty on Late Payment (50% of the total balance for Town staff hours will be due two business days before the event. The remaining balance shall be invoiced by the Town and due 30 days' net of the invoice date).	1% Of Unpaid Amount, Per Month or Fraction Thereof That the Payment Is Late
	PENALTY ON OVERDUE TAXES	
	Real Property (Fee Is in Addition to Interest Imposed in Town Charter §C8-15)	1/3 Of 1% Of Unpaid Amount, Per Month or Fraction Thereof That the Payment Is Late
	Personal/Public Utility Taxes	1% Of Unpaid Amount, Per Month or Fraction Thereof That the Payment Is Late
	BAY RESTORATION FUND CHARGES	
	Residential Sewer Customers (Monthly)	$5.00
	Non-Residential Sewer Customers (Monthly)	$5.00
	Residential Sewer Customers (Quarterly)	$15.00
	Non-Residential Sewer Customers (Quarterly)	$15.00
101-2 PLANNING DIVISION		
	Annexation Petitions (Professional Services Agreement Required)	$852.00, Plus Deposit for Actual Expenses
	Zoning Amendment Petition	$534.00, Plus Deposit for Actual Expenses
	Board of Appeals Application for Variance, Special Exception, Appeal from An Administrative Decision, Home Occupation	$338, Plus Deposit for Actual Expenses
	Zoning Certification Letter	$112.00
	Engineering Review Fee	Actual Cost Plus 3%
	Official Zoning Map Update (Excluding Final Plats) Per Lot	$13.00
	SUBDIVISIONS	
	Major Subdivision Preliminary Plat Base Fee Per Plat	$355.00
	Major Subdivision Preliminary Plat Additional Per Lot Fee	$19.00
	Final Plat Base Fee Per Plat	$365.00
	Final Plat Additional Per Lot Fee	$20.00
	Fee In Lieu Of Parkland Dedication or Reservation, Payable at Time of Building Permit	$2,743.00

SITE DEVELOPMENT PLANS	
Master Site Development Plan Review as Required by The Town's Zoning Code (TDX, PBPE, PRID, NCX)	$831.00
Major Site Plan Review	$971.00
Minor Site Plan Review	$183.00
Proposed Improvement Plan Review for Water, Sewer, Storm Water Management and Streets	1% Of the Construction Costs, Not to Exceed $8,140.00
Outside Review of Utility Plans - Water and Sewer (Hourly Rate)	$160.00
Erosion and Sediment Control and Forest Harvest Operation Plan	Assessed & Collected by Charles Soil Conservation District
Resubmission Fee (After 3rd Submittal)	$74.00
STORMWATER MANAGEMENT PLAN REVIEW	
Concept Stormwater Management Review (Step 1) - Application Fee	$117.00
Additional Hourly Rate (Outside Review)	$162.00
Site Stormwater Management Review (Step 2) - Application Fee	$117.00
Additional Hourly Rate (Outside Review)	$162.00
Final Stormwater Management Review (Step 3) - Application Fee	$117.00
Additional Hourly Rate (Outside Review)	$162.00
Fee In Lieu Of On-Site Storm Water Management, Payable at Time of Grading Permit Per SF	$1.40
FOREST CONSERVATION REVIEW	
Forest Stand Delineation Plan Review	$183.00
Forest Conservation Plan Review	$295.00
Additional Per Acre Fee Per Acre of LOD	$14.00
Payment Instead of Afforestation and Reforestation Per SF	$0.75
TRAFFIC IMPACT REVIEW	
Traffic Study Impact Reviews for 20 residential units or less; any commercial use less than 5,000 square feet	$268.00
Traffic Study Impact Reviews for 21 to 100 residential units; any commercial use greater than or equal to 5,000 square feet but less than 20,000 square feet	$536.00
Traffic Study Impact Reviews for greater than 100 residential units; any commercial use greater than or equal to 20,000 square feet	$1,000.00, Plus $150.00 per hour; not to exceed $3,000.00.
101-3 PERMIT DIVISION	
GRADING PERMIT APPLICATION FEES	
Grading & Control Costs 0-$1000	$51.00
Grading & Control Costs Over $1,000	$49.00, Plus 1% Of Grade and Control Costs, Limited to A Maximum Fee Of $7,750.00
COMMERCIAL PERMITS	
New Construction, Apartments, Office Condominiums and Additions Application Fee	$179 Plus $0.10/sq.ft.
Interior Alterations and Accessory Structures (Sheds, Gazebos ETC.) Application Fee	$150 Plus $0.10/sq.ft.
Plan Revision Fee (PlanChek)	$0.075/sq.ft. OR $128.00 min.
Large Cellular Towers / New	$85.00/100ft. vertical OR $161.00 min.
Cellular Site Upgrades/Antennas	$87.00
Liquid Propane Fuel Tanks	$65.00 Flat Rate per tank
Sign Permit Application Fee (Free Standing and Wall Mounted)	$65.00
Sign Permit Application Fee (Temporary)	$44.00
Temporary Structures (Portable Trailers, Tents ETC.)	$215.00
Photovoltaic Arrays (PV) (Solar Panels)	$0.10/sq.ft. OR $134.00 min.
Swimming/Baptistry Pools	$134.00
Retaining Walls (48" or greater from footing to top of wall)	$0.10/sq.ft. OR $156.00 min.
Demolition or Moving of Buildings	$101.00
Accessibility Upgrade/Ramp	$1.65/linear ft. OR $118.00 min.
Exterior Deck/Balcony	$.50 sq.ft. OR $179.00 min.
RESIDENTIAL PERMITS	
Home Builder Guarantee Fund	$54.00
Residential New Construction and Additions (SFD, TH, Manufactured SFD)	$180.00
Interior Alteration Application Fee	$120.00
Per Square Foot Fee (Gross Square Footage)	$0.10
Plan Revision Review Fee (PlanChek)	$.075/sq.ft. OR $129.00 min.
Structural Modifications	$.10/sq.ft. OR $129.00 min.
Detached Accessory Structures (Storage Sheds, Gazebos ETC.)	$.10/sq.ft. OR $150.00 min.
Sign Permit Application Fee (Free Standing and Wall Mounted)	$65.00
Sign Permit Application Fee (Temporary)	$44.00
Exterior Deck/Balcony	$.50 sq.ft. OR $118.00 min.
Exterior Ramp /Standalone	$1.50/linear ft. OR $107 min.
Retaining Wall (48" or greater from footing to top)	$1.65/Linear ft. OR $118.00 min.
Photovoltaic Arrays (PV) (Solar Panels)	$.10/sq.ft. OR $134.00 min.
Fireplace/Woodstove Insert	$.10/sq.ft. OR $65.00 min.
Swimming/Hot Tubs	$108.00
Demolition and Moving of Buildings	$101.00

UTILITY SERVICE PERMITS	
Residential Water Connection Charges	
Residential Water Connection - Less Than 700 Square Feet of Total Area	$126.00
Residential Water Connection - More Than 700 Square Feet of Total Area	$134.00
Residential Sewer Connection Charges	
Residential Sewer Connection - Less Than 700 Square Feet of Total Area	$377.00
Residential Sewer Connection - More Than 700 Square Feet of Total Area	$434.00
Commercial, Industrial, Quasi-Public or Public Facilities Water Connection (Based on Estimated Quarterly Water Consumption)	
0 To 15,000 Gallons	$134.00
15,001 To 100,000 Gallons	$333.00
100,001 Gallons and Above	$473.00
Commercial, Industrial, Quasi-Public or Public Facilities Sewer (Based on Estimated Quarterly Water Consumption)	
0 To 15,000 Gallons	$406.00
15,001 To 100,000 Gallons	$1,053.00
100,001 Gallons and Above	$1,418.00
Water Meters, Including Fittings and Appurtenances (Size in Inches)	
5/8" - 3/4"	$798.00
1"	$913.00
1.5"	$1,052.00
2"	$1,397.00
3"	$2,656.00
4"	$3,836.00
Other Sizes and Types (I.E., Compounds, 3+)	To Be Determined Upon Application
MAJOR FACILITY FEE PERMIT (Impact Fee Chapter 186)	
Major Facility Fee Residential SFD, TH, Duplex (Per Unit)	$20,758.00
Apartments - Dwelling Unit is 700 SF or Less (Per Unit) Including Accessory Dwelling Units (ADU)	$15,905.00
Apartments - Dwelling Unit is More than 700 SF (Per Unit) Including Accessory Dwelling Units (ADU)	$18,347.00
Commercial, Industrial, and Public or Quasi-Public Facility Units (Per EDU)	
New or Enlarged Water and Sewer Service	$20,121.00
Actual usage is 110% greater than estimated consumption after one (1) year	Calculated based on current rates minus any amount already paid
CERTIFICATE OF USE AND OCCUPANCY PERMIT	
Final Certificate of Use and Occupancy Permit Application Fee	$89.00
Temporary Use and Occupancy Permit Application Fee	$54.00
MISCELLANEOUS PERMITS	
Noise Permits	$22.00
Public Works Permit (Work in Public Right-of-Way)	$33.00
Mobile Food Service Facility Permit (Valid for one calendar year)	$175.00
Home Office Permit	$46.00
Electrical Permit	PlanCheck Cost
Mechanical Permit	PlanCheck Cost
Plumbing Permits	PlanCheck Cost
FARMERS MARKET PERMITS	
Saturday Only Seasonal	$145.00
Saturday Only Daily	$26.00
Wednesday Only Seasonal	$93.00
Wednesday Only Daily	$16.00
Saturday and Wednesday Seasonal	$217.00
RENTAL OPERATING LICENSE (BIANNUAL RENEWAL AND INSPECTION FEES)	
Buildings Containing 4 Or Fewer Dwelling/Rooming Units (Excluding Hotels/Motels) - Per Unit	$128.00
Buildings Containing 5 Or More Dwelling/Rooming Units (Excluding Hotels/Motels) - Per Unit	$161.00
Hotels/Motels - 0 To 50 Rooms - Per Unit	$290.00
Hotels/Motels - 51 To 100 Rooms - Per Unit	$392.00
Hotels/Motels - Over 100 Rooms - Per Unit	$483.00
Re-Inspection (Each Dwelling/Rooming Unit) - Per Unit	$108.00
SMALL WIRELESS COMMUNICATIONS FACILITIES IN THE PUBLIC RIGHTS OF WAY	
Application Fee for Placement or Modification of Small Wireless Telecommunications Facilities and Related Overhead and Underground Wiring, Cable, Hoses, Pipes, Poles and Similar Facilities.	
Up to Five Facilities	$596.00
Each Additional Facility	$120.00
Each New Pole	$1,190.00
Actual Cost to Review Applications, If in Excess of Set Fees	Actual Cost
Access Fee, Per Small Wireless Communications Facility, Per Year	$322.00
101-4 - INSPECTIONS	
New SFD, TH, MFD Dwelling Unit	
Building footing inspection	$225.00
Building foundation inspection	$225.00
Building foundation rebar inspection	$225.00
Building slab inspection	$225.00
Building framing inspection	$225.00
Load path inspection	$225.00
Building energy efficiency inspection	$225.00
Building final inspection	$225.00
Building Fire Rated Assembly (Party Wall) Inspection **(TH and MFD Only)**	$225.00
Driveway entrance final inspection **(As Applicable)**	$225.00

Manufactured / Industrialized Home: SFD	
Building footing inspection	$200.00
Building foundation inspection	$200.00
Building foundation rebar inspection	$200.00
Building slab inspection	$200.00
Building framing inspection	$200.00
Load path inspection	$200.00
Building energy efficiency inspection	$200.00
Building final inspection	$200.00
New Apartment Building (treated as commercial): APT	
Minimum Fee	$2,250.00
Fee per square foot	$0.60
Residential Additions, Alterations, Sheds, Pole Buildings	
Building Anchor Inspection	$75.00
Building footing inspection	$140.00
Building foundation inspection	$125.00
Building foundation rebar inspection	$125.00
Building slab inspection	$135.00
Building framing inspection	$175.00
Load path inspection	$125.00
Building energy efficiency inspection	$140.00
Building final inspection	$150.00
Building Fire Rated Assembly (Party Wall) Inspection	$140.00
Decks, Retaining Wall, Solar Panels, Fireplace/Woodstove and Swimming Pools Etc.	
Building Footing inspection	$125.00
Building Framing Inspection	$125.00
Building final inspection	$135.00
New Commercial, Industrial, and Additions: NC CAD	
Minimum Fee	$2,250.00
Fee per square foot	$0.60
Commercial and Industrial Alterations: CAL	
1500 sq ft or less - Minimum Fee	$675.00
Fee per square foot if greater than 1500 sq. ft.	$0.35
Commercial and Industrial for Change of Occupancy (no construction): GC	
Building final inspection	$50.00
Fire Safety	$50.00
Electrical final inspection	$50.00
Plumbing final inspection	$50.00
Mechanical final inspection	$50.00
Tents/Stages (carnivals, circuses, events): MIC	
Building Anchor Inspection	$75.00
Building framing inspection	$175.00
Building final inspection	$175.00
Accessory Storage Building: MIC	
Building footing inspection	$140.00
Building final inspection	$175.00
Signs: SGN	
Freestanding: Footing inspection	$100.00
Freestanding: Final inspection	$125.00
Wall: Anchor inspection	$75.00
Wall: Final inspection	$125.00
Antenna Tower: MIC	
Building footing inspection	$125.00
Building final inspection	$125.00
Buried Fuel Tank and Piping: MIC	
Pre-concealment	$75.00
Final inspection	$125.00
Sales/Construction Trailer: MIC	
Final inspection	$125.00
Re-inspection (When necessary to make an additional trip to the site, to re-inspect an incomplete or incorrect installation, or if inspection is not ready as scheduled, or any of the above areas.)	
Re-Inspection Fee	$125.00
Single Inspection Fee (all building types as ordered by the Code Official such as a preliminary inspection)	
Inspection fee (Residential)	$125.00
Inspection fee (Commercial)	$125.00
Temporary Use and Occupancy Inspection	
Inspection fee residential	$140.00
PLUMBING AND GAS (WHEN INSTALLED)	
New Dwelling Unit: SFD/TH/MFD Single Unit/APT Single Unit	
Underground slab inspection	$175.00
Rough-in inspection	$180.00
Plumbing final inspection	$180.00
Residential Alterations, Additions, Detached Structures/APT Single Unit: RAL, RAD, GCP, SHB	
Underground inspection	$120.00
Rough-in inspection	$140.00
Plumbing final inspection	$140.00
New Commercial, Industrial, Alterations and Additions: NC CAD	
Minimum per building (up to 5 fixtures)	$625.00
Cost for each fixture over 5	$60.00

Demolition of a Building: DEM	
Demolition Inspection	$125.00
Re-inspection (When necessary to make an additional trip to the site, to re-inspect an incomplete or incorrect installation, or if inspection is not ready as scheduled, or any of the above areas.)	
Re-inspection fee	$200.00
Single Inspection Fee (all building types as ordered by the Code Official such as a preliminary inspection)	
Inspection fee (Residential)	$125.00
Inspection fee (Commercial)	$125.00
Miscellaneous Permit Inspection Fee (Hot water heaters, sprinkler backflow devices, etc.)	
Inspection fee	$180.00
Gas pressure Test Inspection	
Inspection fee	$125.00
SEWER AND WATER (Residential Only): WS	
Sewer lateral	$180.00
Water lateral	$180.00
Water meter	$180.00
Combined Water/Sewer lateral	$240.00
Re-inspection fee (when necessary to make an additional trip to the site, to re-inspect an incomplete or incorrect installation, or if inspection not ready, of any of the above areas)	$200.00
Single inspection fee (all building types as ordered by the Code Official such as preliminary inspection)	$125.00
ELECTRICAL INSPECTIONS - RESIDENTIAL	
All types of residential dwelling units: SFD, TH, MFD Single Unit/APT Single Unit	
Underground inspection	$140.00
Rough wire inspection	$225.00
Final inspection	$225.00
All types of residential alterations and additions/APT Single Unit: RAL, RAD	
Underground inspection	$120.00
Rough wire inspection	$180.00
Final inspection	$180.00
Swimming Pool (in-ground): P	
Underground inspection	$120.00
Pool reinforcement bonding inspection	$120.00
Deck reinforcement bonding inspection	$120.00
Final inspection	$180.00
Separate service for detached sheds, pole buildings, garages & other miscellaneous structures:	
Underground inspection	$120.00
Rough wire inspection	$180.00
Final inspection	$180.00
Single inspection fee (all building types as ordered by the Code Official such as a preliminary inspection)	
Inspection fee	$125.00
Miscellaneous permit inspection fee (electric, water heaters, satellite or cable systems, solar panels, etc.)	
Inspection fee	$180.00
ELECTRICAL - COMMERCIAL	
Outlets (all switches, lighting, and receptacles are counted as outlets)	
Minimum fee (1-50 outlets)	$160.00
Each additional 25 outlets or fraction thereof	$60.00
Fixtures	
Minimum fee (1-50 fixtures)	$535.00
Each additional 25 fixtures or fraction thereof	$60.00
Heating and cooling equipment	
Outlet for each unit of 30 KW or less	$120.00
Outlet for each unit more than 30 KW	$120.00
Motors, etc.	
Minimum fee (1-6 Hp)	$80.00
Cost per HP (over 6)	$80.00
Transformers (each)	
All types, per Kva	$200.00
Service - meter equipment	
Not over 600 amp	$340.00
Over 600 amp	$425.00
Feeders and subpanels	
Not over 600 amp	$340.00
Over 600 amp	$425.00
Protective signaling systems	
Minimum fee (1-15 devices)	$300.00
Each additional 5 devices or fraction thereof	$60.00
Signs (illuminated only)	
Underground inspection	$80.00
Rough wire inspection	$80.00
Final inspection	$80.00
Re-inspection - when necessary to make an additional trip to the site, to re-inspect an incomplete or incorrect installation, or if inspection not ready, or any of the above areas	
Re-Inspection Fee	$200.00
Single inspection fee (all building types as ordered by the Code Official such as a preliminary inspection)	
Inspection fee	$125.00
Miscellaneous inspection fee (cable installations, phone lines, low voltage)	
Minimum fee (1-15 devices)	$300.00
Each additional 5 devices or fraction thereof	$60.00
Commercial and industrial for change of occupancy (no construction): GC	
Electrical final inspection	$50.00

MECHANICAL INSPECTIONS	
New Dwelling Unit: SFD, TH, MFD Single Unit	
Underground inspection	$140.00
Rough-in inspection	$200.00
Final inspection	$200.00
Residential Alterations/Additions/Detached Structures: RALIRAD/GCP/SHB	
Underground inspection	$120.00
Rough-in inspection	$140.00
Final inspection	$140.00
New Apartment Unit: APT	
Rough-in inspection	$200.00
Underground Inspection	$140.00
Final inspection	$200.00
New Commercial, Industrial, Additions, Alterations, and APT Common Areas: NC/CAD/CAL/APT	
Minimum fee	$200.00
Commercial calculation	$0.03
OTHER INSPECTIONS	
Residential Temporary Certificate of Use and Occupancy Inspection	$140.00
Commercial Temporary Certificate of Use and Occupancy Inspection	$140.00
Preliminary Inspection Fee	$125.00
Single inspection fee	$125.00
Reinspection Fee - Commercial and Residential	$200.00
After Hours Inspection	$300.00
Consulting Fee	$200.00
Emergency Work Inspection	$300.00
101-5 - PUBLIC UTILITY FEES	
UTILITY LOCATE FEE	
Commercial Properties	$44.00
WATER EXTRACTION PERMITS	
Non-Refundable Annual Application Fee	$1,109.00
Consumption Charge, per 1,000 Gallons of Usage, To Be Paid Monthly	$11.00
Private Waster Water Disposal System Permit Application	$83.00
Television and Sewer Cleaning Equipment Charges. Hourly Rates Accrue When Travel Begins to Job Site.	Actual Expenses
EQUIPMENT AND STRUCTURES	
Street Lights	To Be Determined Upon Application
Street Name and Regulatory Signs	To Be Determined Upon Application
EQUIPMENT CHARGES	
In Town Per Hour	Based on Equipment
WATER AND SEWER RATES	
Water Reconnect Fee	$42.10
Manual Meter Reading Fee	$50.00
Water Usage, Per 1,000 Gallons of Quarterly Metered Water Usage	
0 To 15,000 Gallons	$5.00
15,001 To 100,000 Gallons	$5.75
100,001 Gallons and Above	$5.00
Sewer Usage, Per 1,000 Gallons of Quarterly Metered Water Usage	
0 To 15,000 Gallons	$14.95
15,001 To 100,000 Gallons	$16.70
100,001 Gallons and Above	$14.95
STORMWATER MANAGEMENT QUARTERLY FEE	
Residential Per Dwelling Unit	$27.80
Non-Residential, Per Equivalent Residential Unit (ERU)	$27.80
REFUSE CONTAINERS (Refuse Containers: Available In 32 Gallon, 1/6 Yard; 64 Gallon, 1/3 Yard, And; 96 Gallon, 1/2 Yard Sizes. Containers Are the Property of The Town of La Plata.)	
One Time Rental Fee, Per Container	Based on Suppliers Cost to the Town
35 Gal Container Exchange Fee	$55.90
65 Gal Container Exchange Fee	$68.40
95 Gal Container Exchange Fee	$68.40
REFUSE COLLECTION RATES	
Residential Rates, Per Unit, Per Quarter Including: Single Family Detached, Single Family Attached and Two Family	
Curbside	$103.00
Curbside, Outside Corporate Limits, Subject to Council Approval	$161.00
House Side (Without Documented Need)	$211.20
House Side for Individuals Over the Age of Sixty-Four or Physically Impaired. Must Request Service in Writing and Supply Documentation.	$103.00
Each Additional Container, Maximum 3 Additional, Total Of 4	$32.90
Commercial and Multi-Family, Per Quarter	
1/2 Yard/96 Gallon Container (One Pickup Per Week)	
Curbside	$103.00
House side	$211.20
Each Additional Container, Maximum 3 Additional, Total Of 4	$32.90
1/2 Yard/96 Gallon Container (Two Pickups Per Week)	
Curbside	$203.50
House side	$399.20
Each Additional Container, Maximum 3 Additional, Total Of 4	$65.70

2 Yard Dumpster (One Pickup Per Week)	
First Dumpster	$298.70
Each Additional Dumpster	$157.10
2 Yard Dumpster (Two Pickups Per Week)	
First Dumpster	$579.40
Each Additional Dumpster	$265.30
2 Yard Dumpster (Three Pickups Per Week)	
First Dumpster	$857.50
Each Additional Dumpster	$367.00
2 Yard Dumpster (Four Pickups Per Week)	
First Dumpster	$1,127.90
Each Additional Dumpster	$479.00
2 Yard Dumpster (Five Pickups Per Week)	
First Dumpster	$1,375.10
Each Additional Dumpster	$849.80
4 Yard Dumpster (One Pickup Per Week)	
First Dumpster	$413.40
Each Additional Dumpster	$278.10
4 Yard Dumpster (Two Pickup Per Week)	
First Dumpster	$811.20
Each Additional Dumpster	$494.40
4 Yard Dumpster (Three Pickup Per Week)	
First Dumpster	$1,197.40
Each Additional Dumpster	$718.50
4 Yard Dumpster (Four Pickup Per Week)	
First Dumpster	$1,575.90
Each Additional Dumpster	$919.30
4 Yard Dumpster (Five Pickup Per Week)	
First Dumpster	$1,923.60
Each Additional Dumpster	$1,143.30
SPECIAL PICKUPS	
Residential	
Minimum Fee for The First 5 Minutes	$27.30
Each Minute in Addition to The First 5	$2.40
Mattress or Box Spring, Each in Addition To (I) & (II)	$25.00
Tires, Each in Addition To (I) & (II)	$6.90 Or Current Landfill Disposal Fee
Commercial	
Per Each Additional Dumpster	$281.30
RECYCLING (PER QUARTER)	
Charge Per Residential Utility Account	$15.00
Charge Per Commercial Utility Account, Per Tote (Maximum Of 4)	$15.00
Outside of Corporate Limits	$21.20
101-6 - MUNICIPAL INFRACTION FEES	
Chapter 46 - Hotel Rental Tax	
First Offense	$110.00
Each Repeat Offense	$220.00
Chapter 67 - Animals	
First Offense	$110.00
Each Repeat Offense	$220.00
Chapter 68 - Shopping Carts	
First Offense	$110.00
Each Repeat Offense	$220.00
Chapter 75 - Building Construction (Building Code)	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 78 - Building Numbering and Street Naming	
First Offense	$110.00
Each Repeat Offense	$220.00
Chapter 84 - Cable Television Rate Regulations	
First Offense	$110.00
Each Repeat Offense	$220.00
Chapter 98 - Farmers Market	
First Offense	$110.00
Each Repeat Offense	$220.00
Chapter 108 - Resource Protection Standards	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 117 - Health and Sanitation	
First Offense	$220.00
Each Repeat Offense	$435.00

Chapter 123 - Housing Standards	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 128 - Licenses and Permits	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 132 - Littering	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 137 - Noise	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 146 - Peace and Good Order	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 149 - Peddling, Soliciting and Street Vending	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 150 - Plumbing Standards	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 152 - Property Maintenance and Housing Standards	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 155 - Rental for Human Habitation	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 161 - Smoking and Tobacco Products	
First Offense	$220.00
Each Repeat Offense	$435.00
Chapter 167 - Stormwater Management	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 173 - Subdivision and Land Development	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 181 - Vehicles and Traffic	
Parking Violations	
§181-4A(1) through §181-4A(20)§181-4A(22) through §181-4A(24)§181-4B§181-4C§181-4D§181-5§181-9§181-16	$50.00
§181-4A(21)	$250.00
§181-4A(25)	$150.00
First Offense, for All Other Violations of Chapter 181	$220.00
Each Repeat Offense, for All Other Violations of Chapter 181	$435.00
Chapter 186 - Water and Sewers	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 191 - Zoning	
First Offense	$550.00
Each Repeat Offense	$1,000.00
Chapter 191 - Sign Code	
First Offense	$220.00
Each Repeat Offense	$435.00
Any violation of a provision of this Code designated as an infraction by for which no other specific fine is established.	$110.00

FOR LEGISLATIVE USE ONLY

Item Number: 2025-1452

Date of Meeting: October 28, 2025

Agenda Item Summary

MEETING GROUP: Town Council
STAFF RESOURCE: Kelly Phipps
DEPARTMENT: Legislative
TYPE: Town Council Proclamation
SUBJECT: Operation Green Light (November 4-11, 2025)

BACKGROUND:

Operation Green Light was established by the National Association of Counties (NACo) and the National Association of County Veterans Service Officers (NACVSO) in 2020 to raise awareness around the unique challenges faced by many veterans and the resources available at the county, state, and federal levels to assist veterans and their families. Participating residents, businesses and community organizations are encouraged to participate in Operation Green Light by changing one light to a green bulb. Town Hall has been illuminated with green lights in past years.

As of 2023, the U.S. Census Bureau estimates that veterans constitute 9.7% of La Plata's population, nearly 40% higher than the national average of 7%. The increased proportion of La Plata's veteran population may be attributed at least in part to La Plata's geographic proximity to numerous military facilities, including Joint Base Andrews, Joint Base Anacostia Bolling, the Pentagon, Naval Surface Warfare Center Indian Head, Naval Air Station Patuxent River, Naval Support Facility Dahlgren, and other sites in the metropolitan Washington DC corridor.

FISCAL IMPACT:

N/A. This proclamation incurs no financial obligations.

STRATEGIC PLAN ALIGNMENT:

- Town Core Value of Community Engagement & Citizenship: "By serving as responsible stewards, we promote opportunities for our residents to see reward in giving back and help them become involved as good neighbor."
- Goal #1, Good Governance: "Promote citizen engagement by creating policies and programs that encourage participation by a wide audience of races, ethnicities, and backgrounds."

- Goal #4, Community Identity: "Engage citizens and visitors through enhancement and communication of amenities, programs, and events hosted in La Plata."

SUSTAINABILITY CONSIDERATIONS:

Promotion of opportunities and resources available to special populations supports community social equity by ensuring that all residents have the best possible access to a safe, healthy living environment. Such support systems are integral to ensuring that older adults have the services and support they need to age in place and continue to live independently with dignity in their homes and communities.

ADA CONSIDERATIONS:

Promotion of resources available within reasonable geographic reach of La Plata support the quality of life of residents living with disabilities.

RECOMMENDED ACTION:

Issue a proclamation recognizing Operation Green Light for the period of November 4-11, 2025, and illuminating Town Hall in recognition of the service and sacrifices of veterans and their families on behalf of our nation.

ATTACHMENTS:

Proclamation - Operation Green Light, November 4-11, 2025

Town of La Plata
PROCLAMATION

OPERATION GREEN LIGHT
NOVEMBER 4 – 11, 2025

WHEREAS, the residents of the Town of La Plata have great respect, admiration, and the utmost gratitude for all of the men and women who have selflessly served our country and this community in the Armed Forces and maintained the freedoms and way of life enjoyed by our citizens; and

WHEREAS, the Town of La Plata appreciates the sacrifices of our United States military personnel and seeks to honor those who have paid the high price for freedom by placing themselves in harm's way for the good of all; and

WHEREAS, veterans continue to serve our community in the American Legion, Veterans of Foreign Wars, the American Red Cross, religious groups, civil service, and countless other volunteer organizations; and

WHEREAS, approximately 200,000 service members transition to civilian communities annually; and

WHEREAS, an estimated 20 percent increase of service members will transition to civilian life in the near future; and

WHEREAS, studies indicate that 44-72 percent of service members experience high levels of stress during transition from military to civilian life; and

WHEREAS, active-duty military service members transitioning from military service are at a higher risk for suicide during their first year after military service; and

NOW, THEREFORE, WE, THE COUNCIL OF THE TOWN OF LA PLATA, do hereby encourage all citizens in the Town of La Plata to join the efforts of OPERATION GREEN LIGHT for the period of November 4 – 11, 2025, by changing one light bulb in their home or business to a green bulb as a sign of support as military personnel transition back to civilian life upon completion of their service to our country.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

_____
Jeannine E. James, Mayor

_____
Paul C. Guttenberg, Councilman

_____
Patrick McCormick, Councilman

_____
Gregory Sampson Jr., Councilman

_____
Tyjon C. Johnson, Councilman

ATTEST:

_____
Kelly G. Phipps
Director of Legislative Services

Date: _____

FOR LEGISLATIVE USE ONLY

Item Number: 2025-1453

Date of Meeting: October 28, 2025

Agenda Item Summary

MEETING GROUP: Town Council
STAFF RESOURCE: Kelly Phipps
DEPARTMENT: Legislative
TYPE: Town Council Proclamation
SUBJECT: Small Business Saturday (November 29, 2025)

BACKGROUND:

Small Business Saturday was founded by American Express in 2010 and officially cosponsored by the U.S. Small Business Administration since 2011. Since its inception, Small Business Saturday has been lauded as a means to bring communities together by connecting small business owners with local customers. The 2024 American Express Shop Small Impact Study, conducted prior to Small Business Saturday, showed that 84% of small business owners agree that Small Business Saturday is more critical than ever for their business this holiday shopping season — up from 48% in 2023. 85% of consumers say they are likely to Shop Small this holiday season, including 88% of Millennials and Gen Z. Most shoppers report they Shop Small to make an impact locally. Three quarters of consumers agreed small businesses are essential to the community, while 86% of small business owners said community support helps them thrive.

Sustainable Maryland provides these essential points related to the importance of supporting local businesses:

- Money spent locally stays local -- For every $100 spent at a locally owned business, $45 goes back to the community; whereas, the community sees only $14 if same $100 is spent at a chain store.
- Local owners are local contributors
- Local businesses offer stable employment
- Local ownership lessens environmental impact
- Tax revenue goes further
- Independent businesses maintain uniqueness

Participating businesses in La Plata's historic downtown business district requested that November 29, 2025, be promoted as "Shop Small La Plata," with graphics unique to La Plata.

FISCAL IMPACT:

This proclamation incurs no financial obligations, but consumer spending on Small Business Saturday in 2024 was estimated at 30% greater than in 2023, resulting in a greater local income tax revenue base.

STRATEGIC PLAN ALIGNMENT:

- Town Mission: "In partnership with the community...We implement industry best practices and innovative ideas to be known as a cultural hub that respects its strong heritage, encourages economic growth, facilitates a safe environment for a diverse community, enhances quality of life..."
- Town Core Value of Community: "By serving as responsible stewards, we promote opportunities for our residents to see reward in giving back and help them become involved as good neighbors."
- Town Core Value of Equity: "By engaging with the community, listening to citizens, evaluating their concerns, and addressing needs, we model our commitment to one another."
- Goal #1, Good Governance: "Promote citizen engagement by creating policies and programs that encourage participation by a wide audience of races, ethnicities, and backgrounds."
- Goal #3, Economic Prosperity: "Promote a business-friendly community that promotes attractive job opportunities for a sustainable economic base. Collaborate with and promote small businesses to better understand their needs and identify opportunities for growth."
- Goal #4, Community Identity: "Engage citizens and visitors through enhancement and communication of amenities, programs, and events hosted in La Plata."

SUSTAINABILITY CONSIDERATIONS:

The Sustainable Maryland certification program includes "Buy Local Campaign" as a component under the "Local Economies" action. An established and recognized campaign such as Small Business Saturday helps educate consumers about the social and economic benefits of independent, locally owned businesses and create a thriving local economy that maximizes the potential of local independent businesses by creating a culture of support. Such activities are integral to maintaining the Town's certification as a Sustainable Community but are also demonstrated practices of supporting community sustainability through entrepreneurship and economic development.

ADA CONSIDERATIONS:

Businesses and establishments open to the public are required by Town Code and federal law to provide people with disabilities with an equal opportunity to access the goods or services that they offer and to comply with requirements of the ADA Standards for Accessible Design.

RECOMMENDED ACTION:

Issue a proclamation recognizing Shop Small La Plata on Small Business Saturday, November 29, 2025.

ATTACHMENTS:

- Proclamation: Shop Small La Plata, November 29, 2025
- Graphic: Shop Small La Plata, by Shannon Wang (co-owner, Shop 53 Custom Tattoo & Art Studio and Bird City Records)

Town of La Plata
PROCLAMATION

SHOP SMALL LA PLATA
NOVEMBER 29, 2025

WHEREAS, the Town of La Plata celebrates our local small businesses and the contributions they make to our local economy and community; and

WHEREAS, according to the United States Small Business Administration, there are 34.7 million small businesses in the United States, small businesses represent 99.7% of firms with paid employees, small businesses are responsible for 61.1% of net new jobs created since 1995, and small businesses employ 45.9% of the employees in the private sector in the United States, and

WHEREAS, 68 cents of every dollar spent at a small business in the U.S. stays in the local community and every dollar spent at small businesses creates an additional 48 cents in local business activity as a result of employees and local businesses purchasing local goods and services; and

WHEREAS, advocacy groups, as well as public and private organizations, across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday; and

WHEREAS, small businesses across the country recognize the impact of relationships established on Small Business Saturday on holiday retail sales and on throughout the year; and

WHEREAS, the Town of La Plata actively seeks opportunities to opportunities to work in partnership with the community and to promote the social and economic benefits provided by independent, locally owned businesses;

NOW, THEREFORE, WE, THE COUNCIL OF THE TOWN OF LA PLATA, do hereby proclaim November 29, 2025, as SHOP SMALL LA PLATA in the Town of La Plata, Maryland, and do urge the residents of our community, and communities across the country, to support small businesses and merchants on Small Business Saturday and throughout the year.

SEAL:

COUNCIL OF THE TOWN OF LA PLATA

_____
Jeannine E. James, Mayor

_____
Paul C. Guttenberg, Councilman

_____
Patrick McCormick, Councilman

_____
Gregory Sampson Jr., Councilman

_____
Tyjon C. Johnson, Councilman

ATTEST:

_____
Kelly G. Phipps
Director of Legislative Services

Date: _____

FOR LEGISLATIVE USE ONLY

Item Number: 2025-1456

Date of Meeting: October 28, 2025

Agenda Item Summary

MEETING GROUP: Town Council
STAFF RESOURCE: Lucinda Anderson
DEPARTMENT: Executive
TYPE: Special Events
SUBJECT: Neighborhood Mini Grants - Fall 2025

BACKGROUND:

The Town offers Neighborhood Event Mini-Grants to help residents create engaging community activities. These grants provide up to $500 for activities like block parties, health fairs, runs, clean ups, and more. Open to neighborhood associations, authorized residents, and communities. Grants are awarded twice a year, for Spring and Fall/Winter events.

This initiative aims to foster community connections and enhance neighborhoods.

FISCAL IMPACT:

There is minimal, to almost no, fiscal impact of maintaining the Neighborhood Event Mini-Grant program. Funds are budgeted for the fiscal year within the Community Promotion Department, under Special Events. Grant amounts are modest and within the FY26 budget.

2026 Awards

Hawthorne Greene	$500
La Plata Area Girl Scout Troops	$500
Kings Grant	$500
Quailwood	$500
Whispering Oaks	$500
Total:	$2500

STRATEGIC PLAN ALIGNMENT:

Good Governance: empowering residents to take an active role in creating safe, welcoming and vibrant neighborhoods.

Promote civic engagement, enhance quality of life and build a sense of belonging among residents.

Community Identity: Events and programs that meet the needs and interest of the community.

Additionally, this initiative aligns with other long-term town planning efforts, including:

- Comprehensive Plan: Supports community development and neighborhood vitality by encouraging resident participation and social cohesion.
- Capital Improvement Plan: While primarily focused on physical infrastructure, this initiative complements CIP goals by activating public spaces and enhancing neighborhood usage.
- Parks Master Plan: Encourages utilization of parks and public spaces for community events, fostering environmental stewardship and recreational engagement.

Overall, the mini-grants program strengthens the Town's vision of connected, vibrant neighborhoods while supporting broader long-term planning objectives.

SUSTAINABILITY CONSIDERATIONS:

This initiative aligns with community sustainability strategies by promoting social cohesion, supporting local economies, and encouraging environmentally responsible practice.

ADA CONSIDERATIONS:

N/A

RECOMMENDED ACTION:

Present certificates to the grant winners

ATTACHMENTS:

Grant applications

FOR LEGISLATIVE USE ONLY

Item Number: Agenda Item #

Date of Meeting: Scheduled date

Agenda Item Summary

MEETING GROUP: Town Council
STAFF RESOURCE: Lucinda Anderson
DEPARTMENT: Executive
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Overall, the mini-grants program strengthens the Town's vision of connected, vibrant neighborhoods while supporting broader long-term planning objectives.

SUSTAINABILITY CONSIDERATIONS:

This initiative aligns with community sustainability strategies by promoting social cohesion, supporting local economies, and encouraging environmentally responsible practice.

ADA CONSIDERATIONS:

N/A

RECOMMENDED ACTION:

Present certificates to the grant winners

ATTACHMENTS:

Grant applications

APPLICATION FOR TOWN OF LA PLATA NEIGHBORHOOD EVENT MINI-GRANT

Event Title: Holiday Gathering in Hawthorne Greene (HG)

Event Date: December 6th, 2025

Event Time: 6pm to 8pm Event Location: 234 Williamsburg Cir, La Plata, MD (HG Clubhouse)

Please list the specific streets or neighborhood included (Attach sheet if needed):

Hawthorne Greene Cir, Williamsburg Cir, Granby Ct, Camden Cir

Website: N/A

Facebook: @ N/A Instagram: @ N/A

Estimated Attendance: Participants: 55 Volunteers: 10

Brief Description and Purpose of Event (attached sheet if needed): The purpose of our event is to provide an opportunity for our residents to socialize and celebrate the holiday season. This is a catered event serving appetizers and dessert. The HG Social Committee will deliver flyers to each resident about the Holiday Gathering. Invited guests will include Mayor James, our Town Council Representative, Gregory Sampson, and all Town Council members wishing to attend.

Grant Amount Requested: $500.00 Total budget for the event: $5000.00

Applicant/Chairperson Contact Information:

Name: Liz Jager Title: HG Social Committee, Secretary

Address: 93 Camden Cir

City, State, Zip: La Plata, MD 20646

Cell Phone: Landline Phone: 301 934-2057

Email: poundpuppy_5@icloud.com

The applicant hereby certifies and agrees as follows: (1) that he/she is authorized to make application; (2) that all information contained herein is true and correct; (3) that he/she will comply with all applicable Town regulations.

Signature: Liz Jager

Title: Hawthorne Greene Social Committee, Secretary

10/15

APPLICATION FOR TOWN OF LA PLATA NEIGHBORHOOD EVENT MINI-GRANT

Event Title: Troops 3150 and 12046 Host Stuff a friend for them and a Stocking for Childrens Aide event

Event Date: Nov 30,2025

Event Time: 2pm to 4pm Event Location: La Plata United Methodist Church

Please list the specific streets or neighborhood included (Attach sheet if needed):

La Plata Area Girl Scout Troops

Website:

Facebook: @ Instagram: @

Estimated Attendance: Participants: 20-100 Volunteers: 10-20

Brief Description and Purpose of Event (attached sheet if needed): This event will be holiday themed for girlscouts to come and stuff a holiday friend for them to take home. Have some holiday snacks. Stuff Holiday stockings and Gift Bags for Childrens Aide of Charles County to assist in their Christmas Connection program.

The Girlscouts of charles county have been participating over the years making donations either at christmas with Stockings or at easter with baskets. We make it an afternoon of activities for the girls of fun and community service.

Grant Amount Requested: 500.00 Total budget for the event: 500.00

We would like to be able to bring down the cost of the event for the girls and also purchase more items for the donations for the stockings.

Applicant/Chairperson Contact Information:

Name: Shirley Douglass & Kim Gardiner Title: Girl Scout Troop Leaders

Address: 2 Queen Victoria St

City, State, Zip: La Plata MD 20646

Cell Phone: 2404580442 Landline Phone:

Email: gsleader5045@yahoo.com

The applicant hereby certifies and agrees as follows: (1) that he/she is authorized to make application; (2) that all information contained herein is true and correct; (3) that he/she will comply with all applicable Town regulations.

Signature:

Title:

APPLICATION FOR TOWN OF LA PLATA NEIGHBORHOOD EVENT MINI-GRANT

Event Title: Christmas Caroling

Event Date: Dec 12,2025

Event Time: 6pm to 8pm Event Location:

Please list the specific streets or neighborhood included (Attach sheet if needed):

Kings Grant

Website: kingsgranthoa.com

Facebook: @ Kings Grant HOA Instagram: @

Estimated Attendance: Participants: 50-70 Volunteers: 10

Brief Description and Purpose of Event (attached sheet if needed):

Arranging for LPHS Choir to come and sing for the residence of the KG Community and help bring cheer to our community

Grant Amount Requested: $500. Total budget for the event:

Applicant/Chairperson Contact Information:

Name: Shannon Shaw Title: Social Chair

Address: 1003 Suffolk Dr

City, State, Zip: La Plata MD 20646

Cell Phone: 858-229-4527 Landline Phone:

Email: President@kingsgranthoa.com

The applicant hereby certifies and agrees as follows: (1) that he/she is authorized to make application; (2) that all information contained herein is true and correct; (3) that he/she will comply with all applicable Town regulations.

Signature: Shannon Shaw

Title: President

APPLICATION FOR TOWN OF LA PLATA NEIGHBORHOOD EVENT MINI-GRANT

Event Title: Quailwood Wintr theme Hot cocoa/tea bar and ornament decorating _____

Event Date: Saturday, December 6, 2025

Event Time: 11:00 am to 1:00 pm _____ Event Location: Quailwood neighorhood – Partridge Court ____

Please list the specific streets or neighborhood included (Attach sheet if needed):

Website:_ n/A_____

Facebook: @ _____ Instagram: @_____

Estimated Attendance: Participants: 200_____ Volunteers: 5?_____

Brief Description and Purpose of Event (attached sheet if needed): _____

We're planning a Neighborhood Winter theme to bring families together with seasonal activities like Hot cocoa/tea and ornament decorating

Grant Amount Requested: 500__ Total budget for the event: 500_____

Applicant/Chairperson Contact Information:

Name: Caroline Dumbauld_____ Title:_____

Address: 120 E quail Lane

City, State, Zip: LA plata_____

Cell Phone: 757-576-1776_____ Landline Phone:

Email: cwdamon4@gmail.com _____

The applicant hereby certifies and agrees as follows: (1) that he/she is authorized to make application; (2) that all information contained herein is true and correct; (3) that he/she will comply with all applicable Town regulations.

Signature: Caroline Dumbauld_____

Title: Caroline Dumbauld_____

APPLICATION FOR TOWN OF LA PLATA NEIGHBORHOOD EVENT MINI-GRANT

Event Title: Whispering Oaks Fall Block Party

Event Date: October 11, 2025

Event Time: 12:00 pm to 4:00 pm Event Location: Mossy Grove Lane Triangle

Please list the specific streets or neighborhood included (Attach sheet if needed):

See attached graphic titled Whispering Oaks.

Website: N/A

Facebook: @ N/A Instagram: @ N/A

Estimated Attendance: Participants: 800 Volunteers: up to 15

Brief Description and Purpose of Event (attached sheet if needed):

See attached write up titled WO Fall Block Party.

See additional files titles WO Block Party Flyer

and WO 2025 Block Party Donation Letter.

Grant Amount Requested: $500 Total budget for the event: $1,000

Applicant/Chairperson Contact Information:

Name: Dr. Alma M Sorensen Title: HOA President

Address: 291 Forest Edge Avenue

City, State, Zip: La Plata, MD 20646

Cell Phone: 321-439-1435 Landline Phone: N/A

Email: ddralmasorensen@gmail.com

The applicant hereby certifies and agrees as follows: (1) that he/she is authorized to make application; (2) that all information contained herein is true and correct; (3) that he/she will comply with all applicable Town regulations.

Signature: Alma M Sorensen

Title: HOA President

Whispering Oaks

Alma Sorenson

October 11, 2025 Block party in WP in Pine Grove

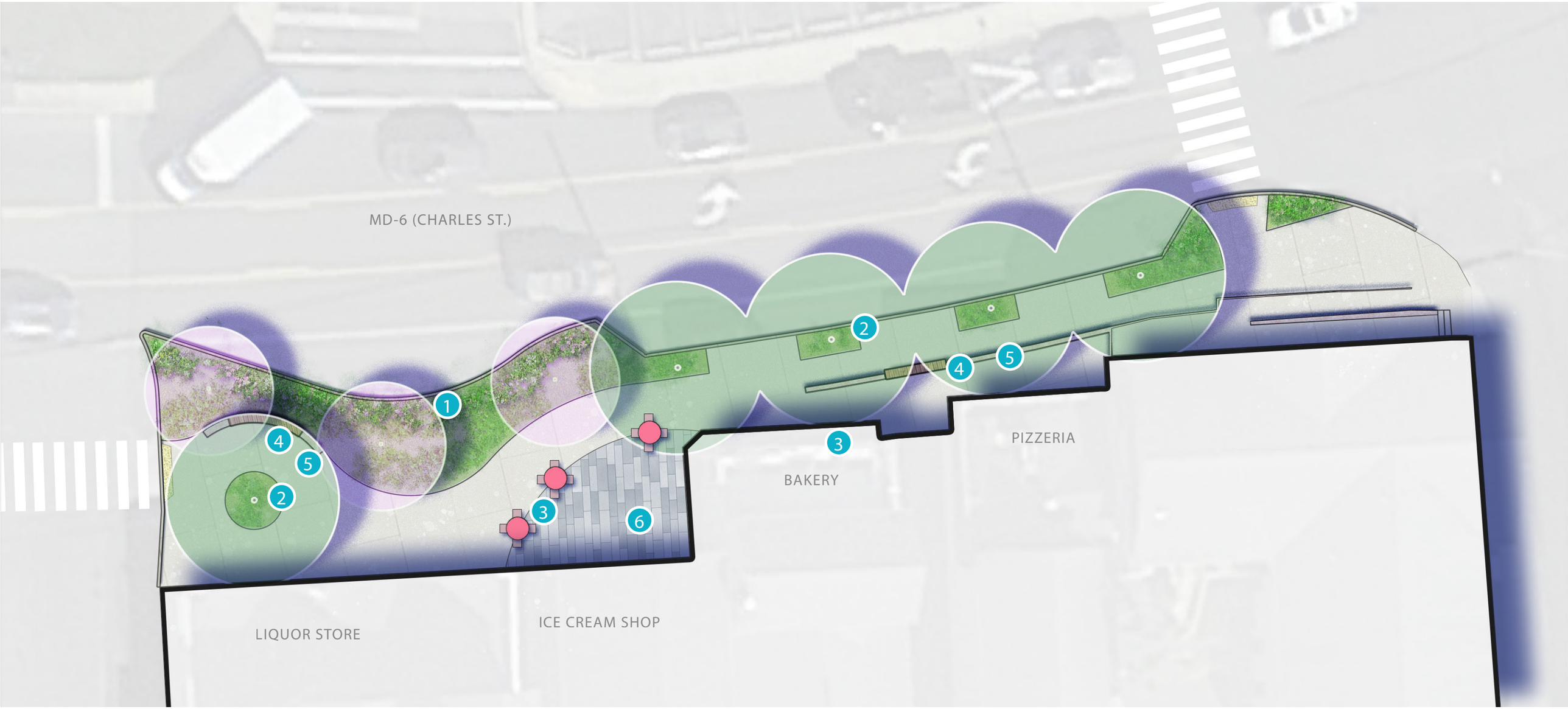
The Whispering Oaks, a Pine Grove community, Homeowner's Association (HOA) scheduled the inaugural Whispering Oaks Fall Block Party, with a Football theme, for Saturday, October 11, 2025, from 12:00 – 4:00 PM at Mossy Grove Lane Triangle. Holding the fall block party aims to bring Whispering Oaks residents together to celebrate and strengthen community spirit. Additionally, residents have a chance to learn more about their neighbors and foster friendships.

The fall block party provides a time for fellowship between residents through food and drinks, companionship, and games. Family friendly games offer attendees entertainment and small prizes. Raffles offer adults a chance to help the community build up funds for future events while providing opportunities to win small prizes. La Plata and Charles governmental leadership (e.g., Mayor, Representatives) and first responder departments invited to attend provide residents with the potential to discuss community and town issues. Music serves as a backdrop during the event. With over 200 homes, a maximum of 4 individuals estimated living in each home, the HOA expects a maximum of 800 individuals attending.

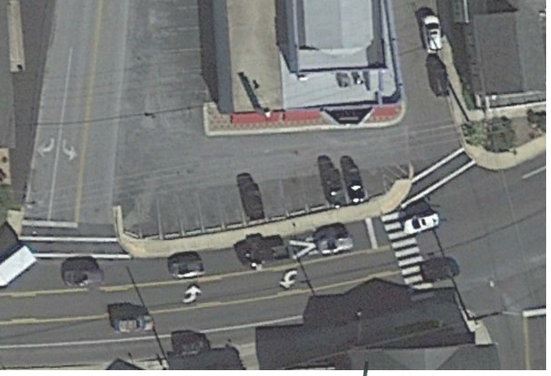
The Whispering Oaks event committee, comprised of 11 individuals, hope this first event serves as a standard for future events. Due to limited funds, there is very little funding available to support the event committee's plans. To address the lack of funds, the event committee drafted a donation request letter to show to local businesses that invite them to provide contributions of food, prizes, etc. The grant funds, if awarded, allow the committee to address any gaps identified after obtaining donations. Ideally, the event committee budget includes purchasing food, raffle prizes, and decorations (the theme is football).

Volunteers from the event committee and community include a DJ and professional graphic artist. We have also received donation of a grill for the day and a master griller to prepare the food. The DJ volunteered to provide the music for the event. The graphic artist developed the event flyer. Other volunteers identified the grant potential as well as writing and promulgating the donation letter and purchasing plates. Volunteers plan to visit local businesses with the letter to request donations. Finally, volunteers plan to set up and clean up for the event. A simple timeline for the event is below.

- 1000: Set up and decorate event location. The DJ sets up.
- 1100: Start cooking and setting out food.
- 1200: Kickoff event. Start eating. Music starts. Fellowship begins
- 1300: Start games and outreach efforts begin.
- 1400: Begin breaking down tables. DJ begins breaking down.



1 BUFFER PLANTING
2 TREE PITS (PLANTING)
3 MOVEABLE SEATING
4 BENCH
5 SEAT WALL
6 DECORATIVE PAVERS



1. BUFFER PLANTING
2. SHADE TRELLIS WITH SWINGS
3. BISTRO TABLES AND CHAIRS
4. ADIRONDACK CHAIRS
5. CONCRETE SEATWALLS
6. DECORATIVE PAVERS
7. SHADE TREES
8. ORNAMENTAL TREES
9. CONCRETE HARDSCAPE
10. CROSSWALK

MARYLAND DEPARTMENT OF TRANSPORTATION

STATE HIGHWAY ADMINISTRATION

TENTATIVE

OCTOBER 2025

THIS DOCUMENT/PLAN IS DRAFT AND SUBJECT TO CHANGE

50 SCALE
AERIAL PHOTOGRAPHY 2011
CHARLES COUNTY

MD 6 (CHARLES ST) – FROM US 301 TO WILLOW LANE

PROPOSED IMPROVEMENTS

PUBLIC DISPLAY (65% DESIGN COMPLETION)

- TEXTURED PAVEMENT
- SHARED USE PATH
- CONCRETE SIDEWALK
- GREEN SPACE / LANDSCAPE BUFFER
- MILLING AND RESURFACING
- PAVEMENT REMOVAL
- TRAFFIC FLOW ARROW
- PROPOSED R.O.W. LINE
- EXISTING R.O.W. LINE
- PROPERTY LINE
- TEMPORARY EASEMENT
- TRAFFIC SIGNAL (EXISTING)
- TRAFFIC SIGNAL (PROPOSED)

Page 61 of 70

October 22, 2025

TO: Town of La Plata

FR: Jamie Kendrick, AICP, Principal
Woodvalley Community Strategies

RE: La Plata/Radio Station Road Bikeway

The La Plata Bikeway is a planned 2.25 mile off Street separated pathway that runs from Milton Sumers Middle School to Laurel Springs Regional Park and Rosewick Road via Willow Lane, MD 6, MD 488, and Radio Station Road. When the La Plata Bikeway is completed, there will be a ~12-mile shared use path to St. Charles and Waldorf for the benefit of town and county residents. The project is in the final phase of engineering and permitting and should be ready for construction advertisement in June 2026. The total cost to complete project is approximately $3.6 million and is funded by federal, state, county, and town sources.

Background

The La Plata bikeway was first included in Charles County's comprehensive plans dating back to 2000. In 2005, Charles County's initiated plans to widen Radio Station Road as a four-lane boulevard (since abandoned by the County), then included in the Town's 2009 Comprehensive Plan and reaffirmed in the 2019 plan as the highest priority for bicycle investments. A portion of the bikeway along Radio Station Road as part of the Agricopia subdivision.

In 2021, the Town Council endorsed the project by receipt of a $320,000 grant from the Maryland Department of Transportation Bikeways Program and awarded an engineering contract to Mead & Hunt to advance the project. At the time, Charles County declined to participate in the project and the terminus was set to enter Laurel Springs Regional Park near the Starkey Building. In the spring of 2024 upon the Town's award of a construction grant from MDOT, Charles County government determined to invest in the project by funding the portion of the project from the park entrance to the Rosewick Road.

Project Status

At the time of the County's determination to include its portion of Radio Station Road (adjacent to Laurel Springs Regional Park), the Town had already received preliminary design approvals and would soon submit permits for the project. Construction would have begun sometime in late 2025. Seeing the value of the continuous ~12-mile connection, the Town Council agreed to put the project

203-R SECRETARIAT DRIVE, HAVRE DE GRACE, MD 21078
WWW.WOODVALLEYSTRATEGIES.COM
410-948-9444

on hold for approximately six months to allow design of the County segment to catch up and be advertised as a single project. There was also a financial advantage in holding up as the County's funds could be used to match the federal funds and thus reduce the Town's cash exposure.

Inclusion of the county portion of the project, however, brought on at least twice the anticipated delay wetland and forest conservation requirements were triggered. Also, due to a quirk in federal law, right of way acquisition (four easements) may not proceed until the County makes all necessary formal approvals.

A grant agreement with Charles County is pending approval and will be brought to the Town Council later this year. As of October 2025, we are on a path to advertise for construction in summer 2026 and begin in early 2027.

Investment to Date and Pre-Construction Cost to Complete

The Town has spent approximately $130,000 on the bikeway project since 2021, matched by approximately $390,000 in state funds. Upon approval of the agreement, Charles County will reimburse the Town at least $189,000 by the County for design and permitting of the county segment.

A pending change order from Mead & Hunt would add approximately $89,000 for additional utility testing, environmental and stormwater permitting design, and design adjustments made at the request of SHA at the MD 6 bridge over Clarks Run. Approximately 30% of the change order is to be paid by the County. The Town's share is not reimbursable as it would exceed the design grant from the MDOT. (A small portion may be recoverable from SMECO once the County agreement is signed.) Approval for the increase will be brought to Town Council in early November.

There may be some residual costs related to right of way acquisition and utility relocation which are undetermined at this time.

Construction Phase Costs

Inclusive of all permitting, construction, and construction inspection/management costs, the estimated hard construction cost is ~$3.3 million to be shared as follows.

County	**TOTAL: $480,000** **SOURCES:** SHA TAP Grant - $384,000 Cash - $96,000	Direct costs of construction between Laurel Springs Regional Park and Rosewick Road plus 16% of project wide costs (mobilization, maintenance of traffic, construction mgmt., etc. except bridge over Clarks Run)
Town of La Plata	**TOTAL $2,820,000** **SOURCES:** SHA TAP Grant - $1,442,589 MDOT Bikeways – $385,517 Safe Streets for All - $140,000 Town Cash Match (TAP/SS4A): $130,130	Direct costs of construction between Willow Lane and Laurel Springs Regional Park, plus 84% of project wide costs (mobilization, maintenance of traffic, construction mgmt., etc.)

Construction Cost Gap

When last presented to Council (April 2024), the **Town's** anticipated construction costs were approximately $2.1 million, of which $1.82 million was covered by state and federal funds; approximately $180,000 were to have been programmed in Town funds to cover matching sources any additional gap.

Cost increases can be attributed to:

- Project delays by due to re-design, negotiating wetland impacts and mitigation with the Maryland Department of the Environment (which became necessary because of increased county environmental impacts), and staff changes at the town and county level.

- Changes in plans to resolve SHA comments at Clarks Run, coordinate with Pine Grove developer, reconfigure alignment at Sagepoint, and comply with stormwater management requirements.
- Wetland mitigation and forest conservation.
- Generalized construction inflation (compounded by project delays described above.)

Addressing the Funding Gap

Options to address the funding gap include:

1. Request that the SHA Transportation Alternatives Program increase the grant amount which can be done by administrative action up to 10% of the initial grant amount (~$180,000) or executive action (over $180,000)

2. Request the MDOT Bikeways Program contributes additional funds which would ostensibly cover the federal match for the County segment of the project; however, agreement would be needed with the County that such funds will flow to the Town to cover delays, permits, etc. related to the county segment. (~$100,000)

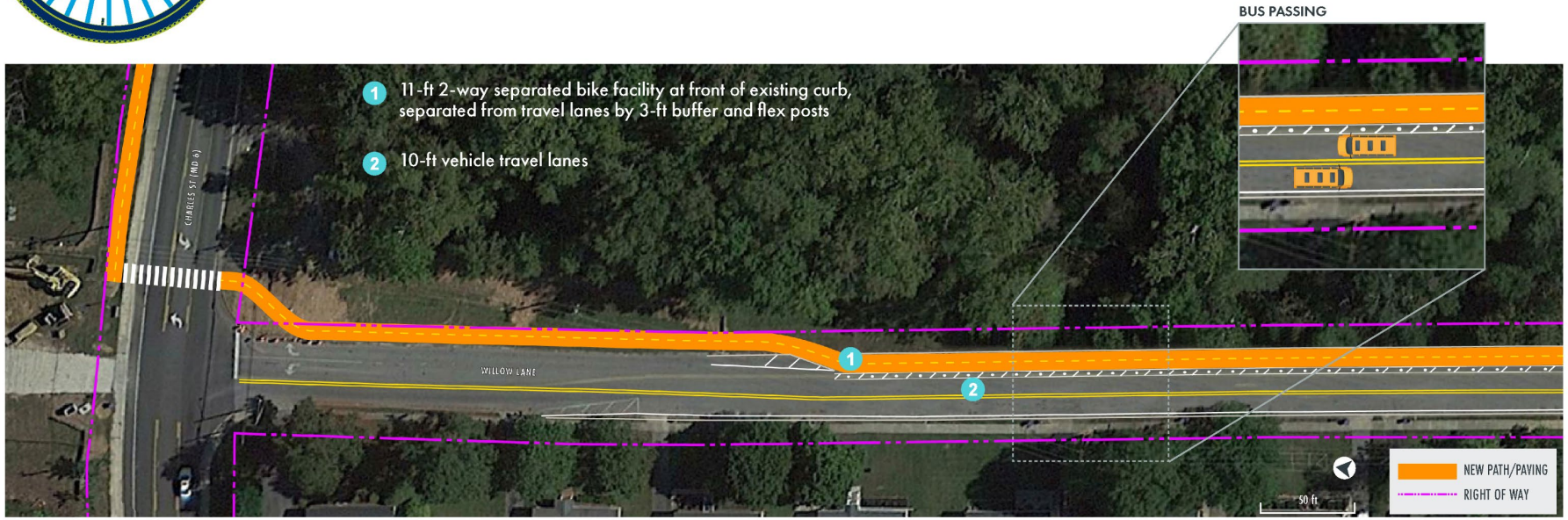
3. Reduce project scope by eliminating the widening and resurfacing of the existing pathway from Willow Woods Lane to Milton Summers (~$125,000)

4. Request that the County take on the responsibility of construction management/inspection (or fund the full cost).

Staff will continue to work through cost assumptions, cost sharing measures, etc. and report back to the Council as the capital budget is being developed for FY27 – 32.

CONNECTING

Schools | Neighborhoods | Parks



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No changes to existing curb-to-curb width

Meets industry standard 10-ft minimum width for two-way bicycle facility

Provides adequate operating and shy space for bicyclists, including when passing

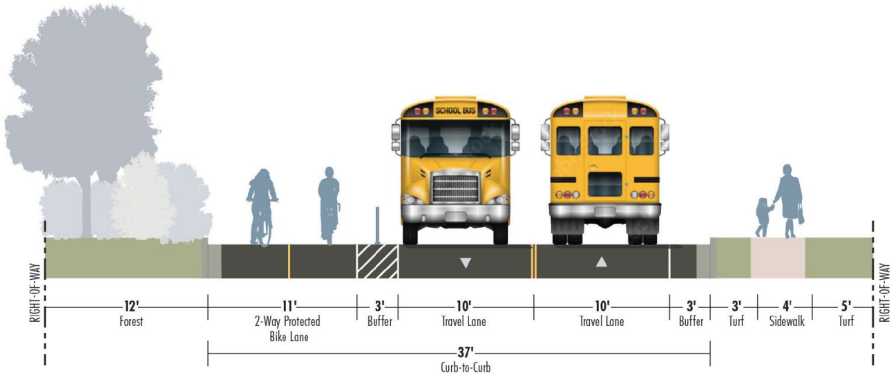
3-foot buffer between travel lanes and bike facility creates greater safety and comfort for bicyclists while allowing adequate space for passing busses

10-foot vehicle travel lanes calm traffic speeds

−

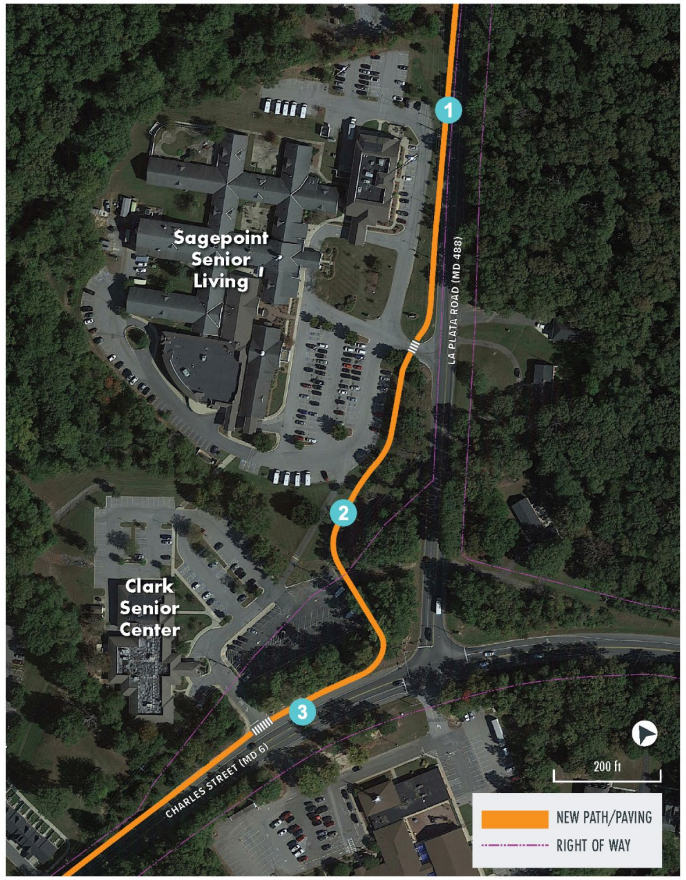
No on-street parking in the corridor

PROPOSED CROSS SECTION

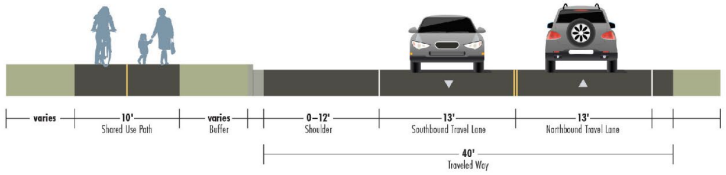


CONNECTING

Schools | Neighborhoods | Parks

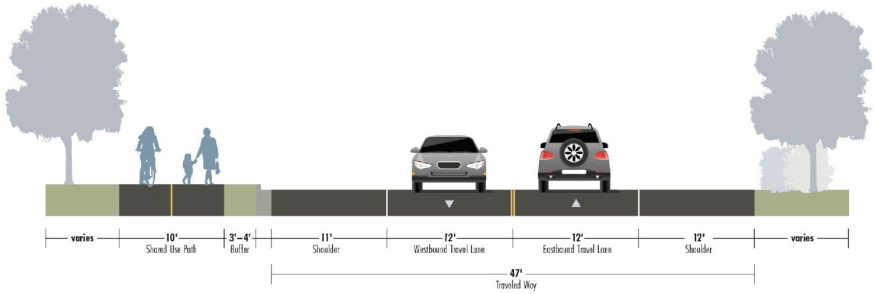


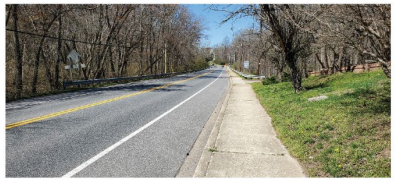
1 La Plata Road—Proposed Cross Section



2 New shared use path connects directly to Clark Senior Center and Sagepoint Senior Living

3 Charles Street—Proposed Cross Section





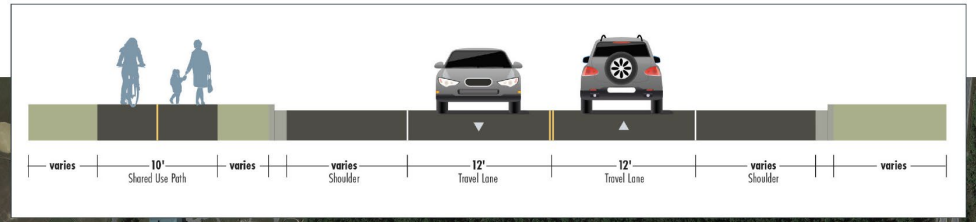
Charles Street pedestrian bridge (left) to be widened and roadway (right) to be narrowed to make space for new shared use path

LA PLATA BIKEWAY

CONNECTING

Schools | Neighborhoods | Parks

TYPICAL CROSS SECTION



Mead & Hunt

TOWN OF LA PLATA MARYLAND

October 24, 2025

TO: Town of La Plata

FR: Jamie Kendrick, AICP, Principal
Woodvalley Community Strategies

RE: Wills Memorial Park and Town Hall Area Site Plan

In 2024, Town staff initiated preliminary work on two projects which are now best considered in the context of the Facilities Master Plan. At the Council meeting, I will provide context for the projects below and discuss potential next steps.

Reconfiguration of Town Hall and Surrounding Properties

Population growth and public projects are bringing to light the need for additional civic space in La Plata. Specifically, construction of the new La Plata library and likely expansion of the Charles County courthouse in the next several years will displace the La Plata Farmer's Market; and, increasingly, there is additional parking, connectivity, and open space needed near Town Hall. A brief presentation will be made on options for addressing the above goals as the Facilities Master Plan gets underway. Among the options considered are extending the Town Hall parking lot further east and connecting to S. Maple Avenue; closing Queen Anne Street for the farmers market and other special events; and, repurposing the Town-owned lots at 112 and 118 St. Mary's Avenue. No action has been taken on this project other than sketch level planning.

Wills Park Amphitheater and Park Upgrade

Wills Memorial Park (14 acres) is the most developed park in town with a ball field (used only for practice play because of proximity to homes), a basketball court, volleyball court, community building, playground, parking and woods. According to the 2011 Comprehensive Parks and Recreation Master Plan, with the Town's geographic expansion Wills Park is an important neighborhood park but is not well located to serve a community-wide role. The CPRMP recommended upgrading and redeveloping Wills Park to improve use and functionality as neighborhood park, with potentially some community wide functions.

In 2024, Town staff initiated preliminary design for an upgrade to Wills Memorial Park through the addition of an amphitheater and walking trail as Phase 1 of a larger programmatic upgrade. In late 2024, the Town let and awarded a design-build contract for the amphitheater and walking trail, however, questions emerged about the timing and cost of the project relative to playground upgrades and other needs in the area.

203-R SECRETARIAT DRIVE, HAVRE DE GRACE, MD 21078
WWW.WOODVALLEYSTRATEGIES.COM
410-948-9444

Figure 1 Wills Memorial Park Redevelopment Concept

OASIS DESIGN GROUP

ERM

Figure 2. ***Sketch Plan for Town Hall Area Reconfiguration***

FOR LEGISLATIVE USE ONLY

Item Number: 2025-1461

Date of Meeting: October 28, 2025

Agenda Item Summary

MEETING GROUP: Town Council
STAFF RESOURCE: Michelle Miner
DEPARTMENT: Executive
TYPE: Town Council Proclamation
SUBJECT: Municipal Government Works (MGW) Month

BACKGROUND:

Municipal Government Works (MGW) month has arrived. Each November, Maryland's towns and cities make an effort to bring more awareness and generate further interest in the local government that serves its citizens and communities. The goal of celebrating MGW is to publicly educate what municipalities bring to Marylander's quality of life through their services and programs.

FISCAL IMPACT:

n/a

STRATEGIC PLAN ALIGNMENT:

- Community Identity: Showcasing amenities, events, and services.
- Public Service Readiness: Educating residents on infrastructure, safety, and preparedness initiatives.
- Citizen Engagement: Encouraging participation in local government programs and surveys.

- Transparency & Accountability: Explaining town processes, budgets, and planning initiatives.
- Economic Prosperity: Highlighting support for local businesses and development projects.

SUSTAINABILITY CONSIDERATIONS:

MGW Month is a tool to communicate and reinforce the Strategic Plan by connecting residents to the Town's priorities, progress, and services

ADA CONSIDERATIONS:

N/A

RECOMMENDED ACTION:

Issue a proclamation recognizing Maryland Government Works for the month of November, and displaying the MGW flag**.**

ATTACHMENTS:

Proclamation – Maryland Government Works Month – November 2025