

**Appendix B - Schedule of Permit and Licensing Requirements  
(See Appendix D for Building-Related Permit Requirements)**

Permits (P)/Licenses (L)	Code Section	Location	Each	Daily	Weekly	Fees Monthly	Annually	Bond	Insurance
Sidewalk (P)	3-1-2	Community Development	\$ 20.00						General Liability; \$100,000 Bodily Injury & Property Damage - Each Occurrence; \$100,000 Personal Injury & Advertising Injury Per Occurrence; \$200,000 General Aggregate on above \$200,000 Products & Completed Operations General Aggregate
Commercial Use of City Property in Commercial Zone (P)	3-1-5	Finance/Clerk	Application required						Dependent on scope of event
Outdoor Restaurant Seating (L) - On Streets	3-1-6	Community Development					\$ 20.00		General Liability; \$1,000,000 Bodily Injury & Property Damage - Each Occurrence; \$1,000,000 Personal Injury & Advertising Injury Per Occurrence; \$2,000,000 General Aggregate on above \$2,000,000 Products & Completed Operations General Aggregate Workers Compensation Part 1 - Work Comp Benefits - Statutory Part 2 Employers Liability Limits: \$100,000 Bodily Injury Each Accident; \$300,000 Bodily Injury by Disease Policy Limit \$100,000 Bodily Injury by Disease Each Employee Dram Shop Liability - if applicable \$1,000,000 Each Common Cause Limit
Outdoor Restaurant Seating (L) - On Sidewalks	3-1-6	Community Development					\$ 20.00		Same requirements as above for City Streets; lower limits may be considered for outdoor seating on City sidewalks.

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Excavation (P)	3-2-2	Community Development	\$ 20.00					\$5,000	General Liability; \$100,000 Bodily Injury & Property Damage - Each Occurrence; \$100,000 Personal Injury & Advertising Injury Per Occurrence; \$200,000 General Aggregate on above \$200,000 Products & Completed Operations General Aggregate Workers Compensation Part 1 -Workers Compensation Benefits Part 2 Employers Liability Limits \$100,000 Bodily Injury Each Accident \$300,000 Bodily Injury by Disease Policy Limit \$100,000 Bodily Injury Disease Each Employee Business Automobile - owned, non-owned and hired automobiles \$1,000,000 Bodily Injury & Property Damage - Each Accident
Parade (P)	3-3-3	Finance/Clerk	\$30.00 (Non-Profit Exempt from Fee)						General Liability; \$1,000,000 Bodily Injury & Property Damage - Each Occurrence; \$1,000,000 Personal Injury & Advertising Injury Per Occurrence; \$2,000,000 General Aggregate on above \$2,000,000 Products & Completed Operations General Aggregate
Public Assemblies (P)	3-3-3	Finance/Clerk	Application required						
Public Demonstration/Picketing (P)	3-4-2	Finance/Clerk	Application required						
Amusements in Parks (P)	3-5-5	Parks	Application required					Bond, if any, dependent on scope of event	
Assemblies in Parks (P)	3-5-6	Parks	Application required					Bond, if any, dependent on scope of event	

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Use of Levees (P)	3-8-1	Community Development	Application required; fee dependent on use						
Tree Removal Business (L)	3-9-5	Finance/Clerk					\$ 75.00	\$5,000	General Liability; \$1,000,000 Bodily Injury & Property Damage - Each Occurrence; \$1,000,000 Personal Injury & Advertising Injury Per Occurrence; \$2,000,000 General Aggregate on above \$2,000,000 Products & Completed Operations General Aggregate Workers Compensation Part 1 -Workers Compensation Benefits Part 2 Employers Liability Limits \$100,000 Bodily Injury Each Accident \$300,000 Bodily Injury by Disease Policy Limit \$100,000 Bodily Injury Disease Each Employee Business Automobile - owned, non-owned and hired automobiles \$1,000,000 Bodily Injury & Property Damage - Each Accident
Street Tree Removal, Existing (P)	3-9-8	Parks	Application required						
Street Tree Planting, New (P)	3-9-9	Parks	Application required						
Liquor/Wine/Beer Permits and Licenses	5-2-1	Finance/Clerk	Per State Code						
Dancing (L)	5-2-10 (B)	Finance/Clerk					\$50.00 per calendar year		
Cigarette Permit (P)	5-3-2	Finance/Clerk	Per State Code						
Tobacco Permit (P)	5-3-2	Finance/Clerk	Per State Code						
Amusement Licenses:									
Roller Skating Rink (L)	5-4-2	Finance/Clerk					\$ 125.00		
Shooting Gallery (L)	5-4-2	Finance/Clerk					\$ 125.00		
Theatre (L)	5-4-2	Finance/Clerk					\$ 125.00		

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Pinball Machines/Video Games (L)	5-4-2	Finance/Clerk					\$30.00 each device		
Juke Boxes (L)	5-4-2	Finance/Clerk					\$30.00 each device		
Billiards/Pocket Billiards	5-5-1	Finance/Clerk					\$25.00 each table		
Bowling Alley (L)	5-5-1	Finance/Clerk					\$15.00 per lane		
Outdoor Commercial Entertainment (P)	5-6-1	Finance/Clerk					\$ 20.00		
Bill Posting (P)	5-7-2	Finance/Clerk		\$ 5.00	\$ 10.00	\$ 25.00	\$ 100.00		
Circus (L)	5-8-2	Finance/Clerk	\$250.00 (non-profit sponsor \$125)					\$ 5,000	General Liability; \$1,000,000 Bodily Injury & Property Damage - Each Occurrence; \$1,000,000 Personal Injury & Advertising Injury Per Occurrence; \$2,000,000 General Aggregate on above \$2,000,000 Products & Completed Operations General Aggregate Workers Compensation Part 1 -Workers Compensation Benefits Part 2 Employers Liability Limits \$100,000 Bodily Injury Each Accident \$300,000 Bodily Injury by Disease Policy Limit \$100,000 Bodily Injury Disease Each Employee Business Automobile - owned, non-owned and hired automobiles \$1,000,000 Bodily Injury & Property Damage - Each Accident

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Carnival (L)	5-8-4	Finance/Clerk	\$250.00 (non-profit sponsor \$125)					\$ 5,000	General Liability; \$1,000,000 Bodily Injury & Property Damage - Each Occurrence; \$1,000,000 Personal Injury & Advertising Injury Per Occurrence; \$2,000,000 General Aggregate on above \$2,000,000 Products & Completed Operations General Aggregate Workers Compensation Part 1 -Workers Compensation Benefits Part 2 Employers Liability Limits \$100,000 Bodily Injury Each Accident \$300,000 Bodily Injury by Disease Policy Limit \$100,000 Bodily Injury Disease Each Employee Business Automobile - owned, non-owned and hired automobiles \$1,000,000 Bodily Injury & Property Damage - Each Accident
Pawnbroker (L)	5-9-1	Finance/Clerk					\$ 100.00	\$ 5,000	
Peddler (L)	5-10-2	Finance/Clerk		\$ 25.00	\$ 50.00	\$ 100.00	\$ 250.00	\$ 5,000	Insurance requirements if on public property General Liability; \$1,000,000 Bodily Injury & Property Damage - Each Occurrence; \$1,000,000 Personal Injury & Advertising Injury Per Occurrence; \$2,000,000 General Aggregate on above \$2,000,000 Products & Completed Operations General Aggregate Workers Compensation Part 1 -Workers Compensation Benefits Part 2 Employers Liability Limits \$100,000 Bodily Injury Each Accident \$300,000 Bodily Injury by Disease Policy Limit \$100,000 Bodily Injury Disease Each Employee Business Automobile - owned, non-owned and hired automobiles \$1,000,000 Bodily Injury & Property Damage - Each Accident

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Solicitor (L)	5-10-2	Finance/Clerk	\$15.00 (non-profit exempt)					\$ 5,000	Insurance requirements if on public property General Liability; \$1,000,000 Bodily Injury & Property Damage - Each Occurrence; \$1,000,000 Personal Injury & Advertising Injury Per Occurrence; \$2,000,000 General Aggregate on above \$2,000,000 Products & Completed Operations General Aggregate Workers Compensation Part 1 -Workers Compensation Benefits Part 2 Employers Liability Limits \$100,000 Bodily Injury Each Accident \$300,000 Bodily Injury by Disease Policy Limit \$100,000 Bodily Injury Disease Each Employee Business Automobile - owned, non-owned and hired automobiles \$1,000,000 Bodily Injury & Property Damage - Each Accident
Transient Merchant (L)	5-10-2	Finance/Clerk		\$ 25.00	\$ 50.00	\$ 100.00	\$ 250.00	\$ 5,000	Insurance requirement if on public property General Liability; \$1,000,000 Bodily Injury & Property Damage - Each Occurrence; \$1,000,000 Personal Injury & Advertising Injury Per Occurrence; \$2,000,000 General Aggregate on above \$2,000,000 Products & Completed Operations General Aggregate Workers Compensation Part 1 -Workers Compensation Benefits Part 2 Employers Liability Limits \$100,000 Bodily Injury Each Accident \$300,000 Bodily Injury by Disease Policy Limit \$100,000 Bodily Injury Disease Each Employee Business Automobile - owned, non-owned and hired automobiles \$1,000,000 Bodily Injury & Property Damage - Each Accident

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Massage Business (L)	5-13-4	Finance/Clerk					\$100.00 (3 rooms or less); \$150.00 (more than 3 rooms)		
Massage Technician (L)	5-13-6	Finance/Clerk					\$ 25.00		
Taxicab (L)	5-14-3	Finance/Clerk					\$50.00 per vehicle	\$ 5,000	General Liability; \$500,000 Bodily Injury & Property Damage - Each Occurrence; \$500,000 Personal Injury & Advertising Injury Per Occurrence; \$1,000,000 General Aggregate on above \$1,000,000 Products & Completed Operations General Aggregate Workers Compensation Part 1 -Workers Compention Benefits Part 2 Employers Liability Limits \$100,000 Bodily Injury Each Accident \$300,000 Bodily Injury by Disease Policy Limit \$100,000 Bodily Injury Disease Each Employee Business Automobile - owned, non-owned and hired automobiles \$1,000,000 Bodily Injury & Property Damage - Each Accident
Salvage, Junk Dealers, and Refuse Haulers/Collection Vehicles (L)	5-15-3 and 5-15-5	Finance/Clerk					\$100.00 (business) plus \$25.00/truck		
Ambulance (L)	5-16-2	Finance/Clerk					\$ 250.00		Automobile Liability - owned, non-owned hired Vehicles 3,000,000 CSL - limit can be met with an umbrella or excess policy EMT Professional Liability 1,000,000 Per Occurrence/2,000,000 Aggregate Workers Compensation - part 1 Statutory Benefits Part 2 - Employers Liability Limit 100,000 Bodily Injury Each Disease/300,000 Bodily Injury Policy Limit/100,000 Bodily Injury Each Employee

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Alarm Business (L)	6-2-5	Police					\$ 100.00		
Alarm Agent (L)	6-2-6	Police	\$25.00; one-time fee						
Alarm System (P)	6-2-7	Police	\$25.00; one-time fee						
Central Station System (L)	6-2-8	Police					\$ 100.00		
Modified Central Station (L)	6-2-9	Police					\$ 100.00		
Telephone Answering Service (L)	6-2-10	Police					\$ 100.00		
Fireworks (P)	6-3-2 & 15-4-1	Fire	\$ 200.00					\$5,000 if on City property	
Animal Registration/Licenses (L):									
Altered	6-8-3(A)	Finance/Clerk					\$ 5.00		
Unaltered	6-8-3(A)	Finance/Clerk					\$ 25.00		
Senior Owner 65 or over (Altered)	6-8-3(A)	Finance/Clerk					\$ 3.00		
Senior Owner 65 or over (Unaltered)	6-8-3(A)	Finance/Clerk					\$ 15.00		
Commercial Breeders (L)	6-8-4	Finance/Clerk					\$ 40.00		
Keeping of Pit Bull Dogs (L)	6-9-9	Finance/Clerk	Prohibited after July 1, 2003						
Right-of-Way Parking Request (P)	7-7-4	Community Development	\$50.00 Application fee plus annual lease amount						
Bicycle License	7-14-1	Police	\$1.00 one-time fee						
Building Regulations Permits (P)	Title 8; All Chapters	Community Development	See Appendix D for all Title 8 permits and fees						



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Hauled Wastewater (P)	13-6-3.6	Water Pollution Control					\$ 100.00		
Industrial Wastewater Discharge (P)	13-6-4.2	Water Pollution Control					\$300.00 (for each permit period)		
Grease Discharge Permit (P)	13-6-16.2 (D)	Community Development					\$ 50.00 (Less than \$50,000 annual gross sales) \$ 85.00 (\$50,000 to less than \$100,000) \$ 175.00 (\$100,000 to less than \$250,000) \$ 200.00 (\$250,000 to less than \$500,000) \$ 225.00 (\$500,000 or more)		
Open Burning (P)	15-5-3	Fire					\$25.00 for calendar year		
Outdoor Fireplace, Fire Pits, etc. (P)	15-5-3	Fire					Annual calendar year permit required; no fee		
Commercial Burning (Contractor) (P)	15-5-3	Fire					\$200.00 for 30-day period		