



Fees & Charges Schedule

FY2025 Operating & Capital Budget

Accounting

Description	Rate	Basis
Food & Beverage		
Food & Beverage Tax (failure to pay)	\$ 500.00	Not to exceed \$500.00
Single-Day Pre-Paid Food & Beverage Fee	\$ 15.00	
Mobile Food Vendor Permit Fee ¹	\$ 50.00	
Beer and Wine License		
On-premise malt beverage	\$ 15.00	
Off-premise malt beverage	\$ 5.00	
On-premise unfortified wine, on-premise fortified wine, or both	\$ 15.00	
Off-premise unfortified wine, off-premise fortified wine, or both	\$ 10.00	
¹ Mobile food vendor permits are valid as long as permit holder timely files Food & Beverage tax receipts and reports.		

Administration

Description	Rate	Basis
Photocopies	\$ 0.10	per page
Laser Printer Copies	\$ 0.10	per page
Town Clerk Certified Copies	\$ 1.00	per page
Board of Commissioners Meeting Notification Listing	\$ 20.00	annually
Town Code:		
Bound Copy	\$ 40.00	
Unbound Copy	\$ 25.00	
Supplements	\$ 0.10	per page
Motor Vehicle License Fee	\$ 30.00	per vehicle
Franchise Fees (Cable)		5% of gross receipts

Billing & Collections

Description	Rate	Basis
Returned Check / Bank Draft Fee	\$ 25.00	per occurrence
Disconnect / Reconnect for Returned Item	\$ 40.00	per occurrence
Connection Fee	\$ 20.00	
Security Deposits:		
Water/Sewer Service		
Inside Town	\$ 75.00	
Outside Town	\$ 150.00	
Delinquent Fee	\$ 40.00	
Late Fee (after 25th of month)	15%	
Reconnection Fee:		
Business Hours	No Charge	
After Hours (Town Error)	No Charge	
Same Day Turn-On Service	\$ 50.00	
After Hours (Customer Request)	\$ 50.00	
Account Servicing Fee for Payments Made with Unwrapped Coins		
A \$1.00 fee for 100 coins or fraction thereof that the town is required to count in excess of the first \$10.00 of unwrapped coins submitted for payment of the utility bill.	\$ 1.00	per 100 coins
Water Use Reduction Rebate		
One time rebate per water and/or sewer customer for new or replacement installation of low-flow faucets, showerheads and toilets (receipt or billing invoice of work required).	\$ 10.00	per customer

Cemetery

Description	Rate	Basis
Lot Fee:		
Resident	\$ 500.00	
Non-Resident	\$ 1,000.00	
Lot Transfer		
Transfer Between One Pair of Lots	No Charge	
Transfer Between 3 or More Lots	\$ 50.00	per pair of lots

Planning

Description	Rate	Basis
Special Event Permits		
Public and Private Events on Private Property	\$ 25.00	
Public and Private Events on Public Property	\$ 40.00	
Street or Greenway Use Events	\$ 65.00	
Applications for Review		
Future Land Use Map or Comprehensive Sustainability Plan Amendment	\$ 300.00	
Unified Development Ordinance Text Amendment	\$ 400.00	
Rezoning to Planned Development District	The greater of \$2,000 or \$200	per acre
Rezoning to general use, traditional conditional use, or overlay zoning district	The greater of \$500 or \$50	per acre
Special Use Permit	The greater of \$1,000 or \$200	per acre
SUP Modification Requiring Public Hearing	\$ 500.00	
SUP Modification not Requiring Public Hearing	\$ 300.00	
Masterplan and Planned Development Amendments	\$ 500.00	
Minor Subdivision Review (1-4 lots with or without streets)	\$ 300.00	
Major Subdivision Review (5-19 lots with or without streets)	\$ 600.00	
Subdivision Review (4th review and subsequent additional reviews)	\$ 150.00	
Site Plan Review	\$ 600.00	
Site Plan Review (4th review and subsequent additional reviews)	\$ 200.00	
Construction Plan Review²		
Total building size less than 10,000 sf	\$ 600.00	
Total building size equal to or greater than 10,000 sf	\$ 1,000.00	
Construction Plan Review (4th review and subsequent additional reviews)	\$ 200.00	
Variance	\$ 300.00	
Street Closing Request	\$ 150.00	
Street Renaming Request	\$ 200.00	
Historic District Certificate of Appropriateness Minor Work (Staff Approval)	The greater of \$25 or \$1	per \$1,000 of construction costs
Historic District Certificate of Appropriateness Major Work (HD Commission Approval)	The greater of \$150 or \$1	per \$1,000 of construction costs
Certificate of Appropriateness, after the fact (work done without a COA or not in accordance with the approved COA, Minor and Major work)	\$ 300.00	
Zoning Compliance Letter	\$ 40.00	
Appeals	\$ 300.00	
Fees in Lieu of Construction		
Sidewalks		125% of written, sealed, engineer's estimate for the cost of required sidewalk installation
Documents & Maps¹		
Unified Development Ordinance	\$ 25.00	
Historic District Design Guidelines	\$ 25.00	
Community Connectivity Plan	\$ 15.00	
Administrative Manual	\$ 10.00	
Parks & Recreation Plan and Small Area/Corridor Plans	\$ 10.00	
Zoning Map or Other Color Plot/Map (larger than 11x17)	\$ 10.00	
Town Street Map with Street Grid (11x17 Black & White)	\$ 2.00	
Future Land Use Map & Other 11x17 Color Maps	\$ 2.00	
Photocopies	\$ 0.10	per page
¹ All town produced documents and maps can be provided in electronic form (pdf, jpeg, word, or excel) at no cost if we are provided with the media.		
Zoning Compliance Permits		
Home Occupation	\$ 25.00	
Signs (New or Replacement):		
Wall Mounted	\$ 40.00	
Free-Standing	\$ 75.00	
Sandwich Board	\$ 10.00	

Event Sign Package (package of signs allowed by 6.18.6.2)	\$	20.00	
Banner (allowed by 6.18.6.3 & without other temporary signage)	\$	5.00	
Change of Use (one business use to another or change in ownership)		No Charge	
Site Change (ie. fences, sheds, gazebos, decks, porches, ADUs)	\$	50.00	
New Residential and Commercial Construction			
Projects costing \$499,999 or less - rounded to nearest thousand	\$	1.00	per \$1,000 of construction cost; \$5 minimum
Projects costing \$500,000 or more - rounded to nearest thousand	\$	2.00	per \$1,000 of construction cost; \$5 minimum
NOTE: The following items are all included in the "construction cost" used to determine the permit fee: grading, landscaping, site preparation, stormwater control, utilities, paving and structures. ZCPs will be issued for "grading only" and "paving only" projects consistent with the UDO.			
Other Charges			
Consultant Fee Reimbursement		Consultant Fee Reimbursement	
Projects constructing new roads will reimburse the Town for consultant fees to review road construction plans, specifications, and Traffic Impact Analysis (TIA) if needed.			
Zoning Compliance Penalty Fee		No-Permit Penalty	
Work begun without the necessary Zoning Compliance Permits or not in accordance with approved Zoning Compliance Permits will be charged a \$100 ZCP fee or the standard fee will be doubled, whichever is greater. Work requiring both a COA and ZCP shall only pay the increased COA fee.			

Police

Description	Rate	Basis
Excessive Noise Violation		Fine up to \$250.00
Fire Lane Parking Violation	\$	25.00
Handicap Parking Violation	\$	100.00
No-Through Truck Violation	\$	50.00
Parking Citation	\$	10.00
Sidewalk Table Service Permit Violation		Fine up to \$500.00

Public Space

Description	Rate	Basis
Portions of town parks may be reserved for private events according to the fees below.		
Large Picnic Shelter in Gold Park		
In-town resident	\$	20.00 per 3 hours
Out-of-town resident	\$	40.00 per 3 hours
Multi-Use Field in Gold Park or Cates Creek Park		
In-town resident	\$	20.00 per hour
Out-of-town resident	\$	40.00 per hour

Solid Waste

Description	Rate	Basis
Roll-Out Refuse Container	\$	65.00 per container
Residential Refuse Collection		
1 Roll-Out Container		No Charge
2 or More Roll-Out Containers		TBD
Bulk Pick-Up / Oversized Load (fee at the discretion of the Public)		
Works Supervisor and dependent on quantity, size and weight) ¹	\$	50.00 minimum
Special Brush/Vegetation Collection	\$	130.00

¹Oversized loads are those larger than the bed of a standard pick-up truck. This fee is set at staff discretion to limit overuse of the service covered by general tax revenues.

Stormwater

Plan Review	Rate	Basis
Single Lot Residential ¹	\$	100.00 per plan
LID Project ²	\$	250.00 per plan
Standard Project (less than 1-acre of new impervious)	\$	500.00 per plan
Standard Project (greater than 1-acre of new impervious) ³	\$	500.00 per plan plus \$50/acre of new impervious

Standard Phased Projects ⁴	\$	250.00	per each subsequent phase submittal
¹ Not part of a larger common plan for development or sale.			
² Projects that meet the State of North Carolina's Low Impact Development requirements and calculations.			
³ For standard projects (non-LID projects) requiring stormwater management approval, the fee includes one project review meeting with staff and no more than three rounds of staff comments. If stormwater plans are still incomplete after the third review or if additional meetings with staff are required, the applicant will be required to pay an additional \$500 review fee to cover the significant staff time spent reviewing incomplete or non-compliant stormwater management plans.			
⁴ Phased development projects are required to obtain a stormwater management plan approval for the entire project; as each subsequent phase is submitted, an additional fee will be required to ensure the phase plans comply with the overall stormwater management plan approval.			
Stormwater Fee			
Residential Property	\$	90.00	per year
Tier 1, Non-residential Property (0 to 10,000 sq. ft.)	\$	180.00	per year
Tier 2, Non-residential Property (10,001 to 30,000 sq. ft.)	\$	630.00	per year
Tier 3, Non-residential Property (30,001 to 100,000 sq. ft.)	\$	2,070.00	per year
Tier 4, Non-residential Property (100,001 to 200,000 sq. ft.)	\$	4,860.00	per year
Tier 5, Non-residential Property (200,001 to 600,000 sq. ft.)	\$	12,870.00	per year
Tier 6, Non-residential Property (600,001 to 800,000 sq. ft.)	\$	22,500.00	per year

Streets

Description	Rate	Basis
Driveway Permit - new/maintenance not with new construction	\$	50.00
Utility Cut Permit application	\$	50.00 each
Failure to repair initial cut within 30 calendar days	\$	150.00 each
Failure to make warranty repair within 14 calendar days	\$	150.00 each
Failure to obtain a permit prior to making a non-emergency cut	\$	150.00 each
If owner requests town to do the work, the owner will also reimburse the town the full cost of materials in addition to the permit amount.		
Driveways constructed in conjunction with new construction will be reviewed concurrently with the permit for construction at no additional fee.		
Owners must call/schedule inspection of driveway installation at least 24 hours in advance.		

Water & Sewer

Description	Rate	Basis
Water Treatment & Distribution Use Fees		
Water System Development or Capital Facilities Fee ¹		
Unit Cost of Capacity	\$	9.09 per gallon/day
Residential		
One-bedroom	\$	1,091.00 120 gallons/day
Two-bedroom	\$	2,181.00 240 gallons/day
Three-bedroom	\$	3,272.00 360 gallons/day
Four-bedroom	\$	4,363.00 480 gallons/day
Five-bedroom	\$	5,453.00 600 gallons/day
Six-bedroom	\$	6,544.00 720 gallons/day
Non-Residential ^{2,3}		
General Business/Office Facilities	\$	227.00 25 gallons/employee
Restaurant (full service)	\$	364.00 40 gallons/seat
Store (without food service)	\$	909.00 100 gallons/1,000 sq. ft.
Hotel (without in-room cooking)	\$	1,091.00 120 gallons/room
Irrigation	Average Monthly Use x Unit Cost of Capacity	Average usage based on facility type (residential or non-residential)
¹ The System Development Fee shall be applied to new development that connects to the utility system. New development shall be defined as any of the following: 1) the subdivision of land, 2) the construction, reconstruction, redevelopment, conversion, structural alteration, relocation, or enlargement of any structure which will or potentially result in additional water and sewer use after July 1, 2017. The Capital Facility Fee shall apply to existing development that connects to the system, or redevelopment of a parcel, vacant or otherwise, with a prior water or sewer connection that was in existence before January 1, 1990. Code 14-71		
² For non-residential customers, system development fees are scaled ³ for various categories of demand as specified by the North Carolina Administrative Code 15A NCAC 02T.0114 Wastewater Design Flow Rates.		
³ The maximum cost justified system development fees for non-residential customers may also be calculated by dividing estimated flow from the Administrative Code by the one-bedroom gallons per day.		
Volume Charges:		
Residential Volume Charges - Inside Town		
Residential Service:		
Block 1 (0-2,000 gallons/month)	\$	23.06
Block 2 (> 2,000 gallons/month)	\$	11.53 per 1,000 gallons
Residential Volume Charges - Outside Town		
Residential Service:		
Block 1 (0-2,000 gallons/month)	\$	44.97
Block 2 (> 2,000 gallons/month)	\$	22.48 per 1,000 gallons
Bulk Water	\$	22.48 per 1,000 gallons

Water Connection Charge		
Front Footage Fee ^{1,2} :		
0 - 50 Feet	\$	750.00 per connection
> 50 Feet	\$	15.00 per foot per connection
¹ For a lot abutting two or more water lines, the front footage fee will be calculated on the longest length of the side abutting the main.		
² To recover a portion of the costs of town-installed water mains, hydrants, valves and appurtenances after 1987 which are necessary to provide water service to abutting properties.		
Lateral Fee:		
Licensed utility contractors shall make connections to the town's existing water system after an approved connection request and payment of an application fee of \$200, which includes a preconstruction meeting, town observation and technical assistance about the tapping work. Tapping shall be at the owner's / applicant's expense. Where a licensed contractor makes connections as part of an approved water extension project there shall be no separate connection application required. The town may make water connections under emergency circumstances related to environmental health whereby no other option is available. Such connections will be made by the town at actual cost including time, materials, equipment, and restoration. (Code 14-48)		
Water Meter Fees¹		
5/8"	\$	385.00
3/4"	\$	500.00
1"	\$	555.00
1.5"	\$	925.00
> 1.5"	Actual Cost of Meter to Town + \$100 Installation Fee	
¹ Note that water meters over 1" need to be installed by a plumber or contractor with observation by the town. Meters, strainers and spacers when needed are provided by the town.		
² Meter pricing is based upon disc type meters. If the meter supervisor determines an ultrasonic meter is better suited for a use, pricing will be at town cost + \$100.		
Strainer Fees¹		
2"	\$	482.00
3"	\$	971.00
4"	\$	1,794.00
6"	\$	2,549.00
8"	\$	4,259.00
10"	\$	6,548.00
¹ Strainers are not required if Neptune Mach 10 Ultrasonic Meters are used. For other meters, strainers are required for 2" or larger and will be at cost.		
Fire Hydrant Meter Fees		
Fire Hydrant Meter Security Deposit	\$	2,000.00
Fire Hydrant Rental Fees (fees are in addition to deposit)		
Daily Rate	\$	20.00
Weekly Rate	\$	100.00
Monthly Rate	\$	300.00
Semi-Annual Rate	\$	1,300.00
Annual Rate	\$	2,500.00
Fire Hydrant Meter Relocation Fee	\$	100.00
Wastewater Collection System Use Fees		
Wastewater System Development or Capital Facilities Fee ¹		
Unit Cost of Capacity	\$	9.72 per gallon/day
Residential		
One-bedroom	\$	1,166.00 120 gallons/day
Two-bedroom	\$	2,333.00 240 gallons/day
Three-bedroom	\$	3,499.00 360 gallons/day
Four-bedroom	\$	4,666.00 480 gallons/day
Five-bedroom	\$	5,832.00 600 gallons/day
Six-bedroom	\$	6,999.00 720 gallons/day
Non-Residential ^{2,3}		
General Business/Office Facilities	\$	243.00 25 gallons/employee
Restaurant (full service)	\$	389.00 40 gallons/seat
Store (without food service)	\$	972.00 100 gallons/1,000 sq. ft.
Hotel (without in-room cooking)	\$	1,166.00 120 gallons/room
¹ The System Development Fee shall be applied to new development that connects to the utility system. New development shall be defined as any of the following: 1) the subdivision of land, 2) the construction, reconstruction, redevelopment, conversion, structural alteration, relocation, or enlargement of any structure which will or potentially result in additional water and sewer use after July 1, 2017. The Capital Facility Fee shall apply to existing development that connects to the system, or redevelopment of a parcel, vacant or otherwise, with a prior water or sewer connection that was in existence before January 1, 1990. Code 14-71		
² For non-residential customers, system development fees are scaled ³ for various categories of demand as specified by the North Carolina Administrative Code 15A NCAC 02T.0114 Wastewater Design Flow Rates.		
³ The maximum cost justified system development fees for non-residential customers may also be calculated by dividing estimated flow from the Administrative Code by the one-bedroom gallons per day.		
Volume Charges:		
Inside Town		
Block 1 (0-2,000 gallons/month)	\$	32.44
Block 2 (> 2,000 gallons/month)	\$	16.22 per 1,000 gallons
Outside Town		
Block 1 (0-2,000 gallons/month)	\$	63.26
Block 2 (> 2,000 gallons/month)	\$	31.63 per 1,000 gallons

Wastewater Connection Charge		
Front Footage Fee¹:		
0 - 50 Feet	\$	1,000.00
> 50 Feet	\$	20.00 per foot per connection
¹ For a lot abutting two or more sewer lines, the front footage fee will be calculated on the longest side of the lot abutting the main.		
² To recover a portion of the costs of town-installed public sewer mains and appurtenances after 1987 which are necessary to provide sewer service to abutting properties.		
Lateral Fee:		
Licensed utility contractors shall make connections to the town's existing sewer system after an approved connection request and payment of an application fee of \$200, which includes a preconstruction meeting, town observation and technical assistance about the tapping work. Tapping shall be at the owner's/applicant's expense. Where a licensed contractor makes connections as part of an approved sewer extension project there shall be no separate connection application required. The town may make connections under emergency circumstances related to environmental health whereby no other option is available. Such connections will be made by the town at actual cost including time, materials, equipment, and restoration. (Code 14-48)		
Engineering		
Water / Sewer Availability Review		
< 2 hours of effort	No charge and then rounded to next dollar hourly rate of involved staff	
Outside Engineering or Legal Costs (includes legal assistance in drafting easements, water and sewer extension contracts and other legal matters)	Actual Cost to Town	
Entitlement Change Utilities Review Fee	\$ 500.00	per project for pre-site plan submittal evaluations for capacity and identification of necessary improvements
Engineering Construction Drawing Review		
Site Plan Review Fee	\$ 150.00	per review
Non-Residential Construction Drawings without Extensions ¹	\$ 1,200.00	per review
Water Main Extension Review ¹	\$ 3.50	per linear foot
Sewer Main Extension Review ¹	\$ 3.50	per linear foot
Pumping Stations (engineering review, inspection, start-up and acceptance)	\$ 8,000.00	for up to two reviews and comments
Preliminary and Final Plat Reviews (Each)	\$ 60.00	per review
¹ This includes up to two reviews of plans, specifications, and permit and encroachment applications plus ability to serve documents. Plan changes and significant spec edits or additions after two full reviews will be \$300 each. A change in project scope or design after plan approval will restart the process. Review fees will be charged upon intake of plans.		
Construction Observation / As Built Review		
The town will observe all water and sewer meaningful work on projects not involving an extension of mains. On approved main extensions, inspectors will periodically stop by and confer with the 3rd party inspector on progress or when called by the contractor. The town inspector shall be present for all tapping of existing mains, acceptance testing and for planned shut downs for all work unless delegated or waived. A penalty will be incurred for performing tapping work without authorization or coordination.		
General Inspection	\$ 75.00	per hour
Return trip for acceptance testing	\$300 + \$0.25/lf of main over 1,000 lf + general inspection time	
FOG Device	\$ 200.00	
Sewer System CCTV	\$ 1.00	per lf
Rejected CCTV due to nonconformance with specifications	\$ 100.00	each occurrence
Reinspection of service taps (including sewer cleanout, meter box, curb stop), mainline valves, hydrants, manholes, air release valves, and other singular items	\$ 50.00	each + general inspection time
As-Built Plan Review Fee	\$300 + \$.25/linear foot of water and sewer mains	
Other		
Meter Replacement Fee	\$50 or associated parts cost + \$50	At request or fault of customer
Meter Relocation Fee (includes physically moving the meter to a newly set box but not the tapping or relocation of the meter box)	\$ 100.00	
Special Meter Read	\$ 10.00	
Meter Test Charge	\$ 35.00	
Hydrant Flow Test	\$ 250.00	
Meter Pressure Test	\$ 25.00	Unless confirmed problem due to public system operation
Interruptible Water Meter Install - Return Trip	\$ 50.00	per trip
Special Irrigation Permit	\$ 20.00	each
Water Irrigation & Restriction Violations		Town Code 14-19, 14-41.1
Cross Connection Control Violations		Town Code 14-56
Perpetual Maintenance (new sewage pump stations)	Per Formula in Town Code	
Tampering Fees		Town Code 14-16 (a) (6) (i) and (ii)
Meter Tampering Fee	\$ 350.00	
Meter Tampering Civil Penalty ¹	\$ 500.00	
Hydrant Tampering Fee	\$ 500.00	
Hydrant Tampering Civil Penalty ²	\$ 3,000.00	
Making tap connections to water and sewer without approval or notification of work	\$ 1,000.00	each
¹ The civil penalty shall be doubled for any future offenses within a two-year period.		
² The civil penalty shall be doubled for any future offenses by the same person.		