

**TOWN OF BURGAW
SCHEDULE OF FEES
FISCAL YEAR 2016-2017**

(ATTACHMENT I)

GENERAL

Copies – black and white	\$0.05 each
Copies – color	\$0.15 each
CD	\$1.00 each

UTILITIES

Utility Deposit (water, sewer)	\$0 - \$150.00 Based on Credit History \$300 without verifiable identification
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Residential Credit Check	\$5.00
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Commercial Deposit

<u>Gal. Mth. Usage</u>	<u>Deposit</u>
0-3000 gals.	\$125.00
3001-9000 gals.	\$250.00
9001-25000 gals.	\$700.00
25001-50000 gals.	\$1,250.00
50001-100000 gals.	\$2,500.00
100000-***	\$2,500.00 min

Master Meter Deposit	\$150.00 Per Unit in Multi-Family Complexes
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Irrigation Deposit	\$25.00
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Water Rate (inside city limits, incl. bulk)

0-2000 gals.	\$ 9.26
2001-3000 gals.	.00463 per gal
3001-9000 gals.	.00493 per gal
9001-20000 gals.	.00507 per gal
20001- gals.	.00522 per gal

(outside city limits, incl. bulk)

0-2000 gals.	\$18.54 per gal
2001-3000 gals.	.00927 per gal
3001-9000 gals.	.00987 per gal
9001-20000 gals.	.01015 per gal
20001- gals.	.01044 per gal

Sewer Rate (inside city limits)	\$ 18.46 .009229 per gal
(outside city limits)	\$ 36.94 .01846 per gal

Solid Waste	\$18.35 (residential: 1roll cart & recycling roll cart) \$32.86 (residential: 2 roll carts & recycling roll cart) \$31.02 (2 commercial roll carts & recycling bin)*
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*Commercial customers may request recycling roll cart service, in addition to their trash roll carts, for a total solid waste fee of \$32.86.

Vegetative/Construction/Demolition Debris pickup generated by town trash customers

Labor	\$40.00 per hour
Backhoe	\$50.00 per hour
Dumptruck	\$40.00 per hour

All hourly charges shall be pro-rated and a minimum of 1 hour shall be charged for all services provided pursuant to this fee schedule. All associated fees shall be invoiced by the town and must be paid prior to collection.

Bulk Water Purchase:

Hydrant Meter Rental:

Administrative Fee	\$50.00
Daily Hydrant Meter Rental Rate	\$10.00 per day
Monthly Hydrant Meter Rental Rate	\$300.00 per month
Bulk Rate	\$10.40 per 1,000 gal (\$0.0104 per gal)
Violation for misuse of hydrant meter	\$250.00 per day per violation

Replacement Costs:

Hydrant Meter	\$1,000.00
RPZ Backflow	\$900.00
“S” Tube	\$300.00
Gate Valve	\$100.00
Hydrant Wrench	\$50.00

Tank Filling:

Administrative Fee**	\$10.00 per filling
Filling Station Rate***	\$25.00 per 1,000 gal

**Administrative fee must be paid prior to each tank filling. Fee will not be pro-rated based on amount of water purchased.

***Town will not pro-rate the rate if less than 1,000 gallons are purchased.

Low Flow Device Credit	\$25.00 toilet
	\$20.00 shower, faucet

Connection Fees

		(Inside city limits)		(Outside city limits)	
		<u>Water</u>	<u>Sewer</u>	<u>Water</u>	<u>Sewer</u>
	¾”	\$ 950	N/A	\$1,900	N/A
	1”	\$1,100	N/A	\$2,200	N/A
Turbo	2”	\$1,500	N/A	\$3,000	N/A
Compound	2”	\$1,500	N/A	\$4,000	N/A
	4”		\$650		\$1,300

Additional tap fee \$500 if bore is involved

Meter Purchase (installed)	¾”	\$250 meter only	\$500 meter, setter, box
	1”	\$400 meter only	\$750 meter, setter, box
	2”	\$1,300 meter only	\$2,200 meter, setter, box
	3”	\$2,400 meter only	
	6”	\$4,320 meter only	
	8”	\$5,160 meter only	

Irrigation Meter Connection \$300.00 Connection from existing service ¾”
\$500.00 Connection from main line ¾”

Temporary Connect/Disconnect Fee	\$30.00	3 day limit
Inactive Account Fee	\$25.00	(3 months or less)
	\$50.00	(greater than 3 months)
Administrative Fee	\$35.00	Charge for non-payment or disconnect
	\$200.00	Charge for meter testing
Returned Check Fee	\$25.00	
Impact Fee*	\$4.89 water	\$10.00 Sewer
(based on 360 gal/day)	\$1,760.40	\$3,600.00
* See attached water/sewer impact fee schedule (appendix A)		
Unauthorized use of water/sewer system	up to \$1,000 per day plus \$75 Administrative Fee & applicable water consumption charges	

CEMETERY

Cost of land	\$6.82 per square foot (standard lot is 4' x 11')
Burial Fee per space	\$300.00 (in town resident)
	\$600.00 (out of town resident)

FILMING

Low Impact	\$300.00
Medium Impact	\$600.00
High Impact	\$1,200.00
Additional daily fee associated with filming at public property or building such as town park , Old Jail or Depot	\$1,000.00

FACILITIES

Depot Rental

Banquet Room:

Private/Commercial

Monday-Thursday	\$75/hour (2 hour minimum)
Friday-Sunday (8am – 12am)**	\$600 per day
Security Deposit (Refundable)	\$250

Public/Non-Profit*

Monday-Thursday	\$50/hour (2 hour minimum)
Friday-Sunday (8am – 12am)**	\$250 per day
Security Deposit (Refundable)	\$240

Conference Room:

Private/Commercial

Private/Commercial	\$35/hour (2 hour minimum)
In conjunction with Banquet Room Rental	\$100
Public/Non-Profit*	\$15/hour (2 hour minimum)
In conjunction with Banquet Room Rental	\$100

Dock Area:

Private/Commercial (8am – 12am)**	\$100 per day
Public/Non-Profit* (8am – 12am) **	\$50 per day
Cleaning Deposit (Non-refundable)	\$25

Open Area**

Reserving the day before an event for decorating:	
Monday-Friday(if available)	\$15 per hour
Saturday or Sunday (if available)	\$25 per hour

*Non-profits must show proof of 501c(3) tax exempt status. All discounted events must contribute to the purpose and/or mission of the organization.

**Friday rentals may be pro-rated for a minimum of 4 hours, with the approval of the event center coordinator, to allow for multiple rentals of the facility. A minimum 4 hour charge is required.

Burgaw Incubator Kitchen Rental

Kitchen Application Fee	\$25
Kitchen Orientation Fee	\$30
Cleaning & Security Deposit (Refundable)	\$150

Kitchen Rental Fees:

	Prime Time (7am to 10 pm)	Off-Hours (10pm to 7 am)
Limited Use (fewer than 50 hours/month)	Burgaw Rate*— \$16/hour	Burgaw Rate*-- \$12/hour
	Out-of-Town Rate— \$20/hour	Out-of-Town Rate— \$16/hour
Heavy Use (50+ hours/month)	Burgaw Rate*--\$14/hour	Burgaw Rate*-- \$10/hour
	Out-of-Town Rate— \$16/hour	Out-of-Town Rate— \$12/hour

*The Burgaw rate is available for Burgaw residents, property owners, and business owners.

Overnight Storage	\$10/night or \$100/month
Culinary Classes	see Kitchen Rental Fees

Community House Rental Fee

Full Weekday (Monday-Thursday)	\$100 per day
3 Hours Weekday (Monday-Thursday)	\$30
6 Hours Weekday (Monday-Thursday)	\$50
Full Weekend day (Friday-Sunday)	\$150 per day
3 Hours Weekend (Friday-Sunday)	\$50
6 Hours Weekend (Friday-Sunday)	\$75
Security Deposit (Refundable)	\$100
Cleaning Fee (Non-Refundable)	\$50

Hankins Park Reservation Fee

\$25.00 Town Residents
\$40.00 Non-resident

Park reservation application must be filed with Chief of Police no less than three (3) days prior to scheduled event. Payment must be made to Town of Burgaw by 5:00 P.M. on the last business day prior to event. Fee is non-refundable, unless cancellation is due to inclement weather. Applicant's driver's license will be required as proof of residency.

LAW ENFORCEMENT

Report copy- black & white	\$ 0.05 each
Impound Storage Fee	\$ 10.00 per day
Vehicle Unlocks (exceptions for emergency)	\$ 10.00 per unlock
Officer Vehicle for Movie/Film	\$ 20.00 per hour
Officer Vehicle for Escort of Oversized Equipment	\$ 30.00 per hour (2 hour minimum)
Administration Fee- Escort	\$ 20.00 per escort
Bow Hunting Permit Fee	\$ 25.00
Violation of ordinance within Chapter 32- Traffic & Vehicles	\$ 50.00 civil penalty

ANNEXATION

Voluntary Annexation (up to 100 acres)*	\$500.00
Voluntary Annexation (greater than 100 acres)*	\$1,000.00

ZONING

Zoning Compliance Permit Fees	
New Construction, Additions, and Changes of Use	\$30.00
Home Occupations	\$10.00
Flood Development Permit	\$30.00
Sign Permit	\$30.00
Application for Conditional Use Permit	
General	
Not requiring technical review	\$250.00*
Requiring technical review	\$325.00*
Planned Unit Developments	
Fewer than 100 lots or dwelling units	\$500.00*
100-500 lots or dwelling units	\$750.00*
Over 500 lots or dwelling units	\$1,000.00*
Appeal to Board of Adjustment	\$250.00*
Application for Variance	\$250.00*
Application for Rezoning	\$250.00*
Application for Conditional Zoning (CZ)	\$325.00*
Application for Administrative Amendment to CZ District	\$30.00
Petition for Text Change Amendment	\$100.00
Subdivision Review	
Plat Review	\$30.00
Minor Subdivision	\$75.00
Major Subdivision	\$350.00
Plat Review Deposit	\$20.00 (hold for 15 days)
Flood Determination Letter	\$30.00
Zoning Determination or Compliance Letter	\$50.00
Petition for Street/Alley Closing	\$125.00**
Petition for Street/Alley Name Change	\$125.00**
Tree Removal Permit	\$10.00 per regulated or protected tree
Ordinance and Map Copies (printed, unbound)	
Unified Development Ordinance	\$25.00
Zoning or Other Map (17" x 22" or larger)	\$25.00
Land Use Plan	\$25.00

*Plus an additional fee of \$7.00 per property owner that is legally required to be notified of public hearing. All fees shall be collected at the time of filing the request.

**Plus an additional fee of \$7.00 per property owner abutting subject road or alley. All fees shall be collected at the time of filing the request.

BUILDING INSPECTIONS

Permits are required on all construction when costs exceed \$500.00, unless the construction is exempt under NC General Statute 160A-417.

Any person who commences any work on a building, structure, electrical, gas, mechanical or plumbing system before obtaining the necessary permits may be subject to a penalty of up to 100 percent of the usual permit fee and/or a fine of \$100.00.

Building fees shall be calculated on the basis of a realistic estimate of the construction cost of a building using the latest building valuation data compiled by the International Building Code for commercial and residential construction.

http://www.georgetown.org/pdfs/upload_pdfs/BuildingCodeValuationTable.1Feb06.pdf

BUILDING PERMIT

\$500 - \$1000	\$ 40.00
\$1,001 - \$3,000	\$ 50.00
\$3,001 - \$6000	\$ 75.00
\$6,001 - \$10,000	\$ 80.00
\$10,001 - \$15,000	\$ 100.00
\$15,001 - \$25,000	\$ 130.00
\$25,001 - \$50,000	\$ 150.00
\$50,001 and over	\$ 150.00 plus \$5.00 per thousand dollars in cost

MANUFACTURED HOUSING PERMITS

SET-UP AND FOUNDATIONS

Single wide home	\$ 125.00
Double wide home	\$ 175.00
Triple wide home	\$ 250.00
Modular Home	\$ 45.00 per sq. ft.
Relocation of home	\$ 150.00
Electrical	\$ 60.00
Plumbing	\$ 60.00
Mechanical	\$ 60.00

*Marriage wall inspection required

MECHANICAL PERMIT

New Electric, gas or oil – 1st unit	\$ 80.00
Additional units	\$ 50.00
Change-out, no duct work	\$ 60.00
Change-out, with duct work	\$ 75.00
Gas line pressure test	\$ 30.00 First + 5 each additional
Electrical to unit (same contractor)	\$ 20.00
Hood canopies – cooking areas	\$ 75.00
Walk-in coolers	\$ 50.00
Electrical to unit (same contractor)	\$ 20.00

PLUMBING PERMIT

RESIDENTIAL AND COMMERCIAL

0-12 fixtures	\$ 80.00
Each fixture over 12	\$ 5.00
Full Bathroom addition	\$ 50.00
Kitchen sink/washer hook-up	\$ 50.00
Water service connection	\$ 30.00
Sewer service connection	\$ 30.00

Hose bib	\$ 5.00
Laundry room:	
Floor drain	\$ 5.00
Laundry tub	\$ 5.00

ELECTRICAL PERMIT

RESIDENTIAL (new construction)

200 amp service	\$ 80.00
201-400 amp service	\$120.00
401 amp and over	\$130.00 plus \$.30 per amp
Temporary pole	\$ 30.00

COMMERCIAL (new construction)

200 amp service	\$100.00
201-400 amp service	\$140.00
401 amp and over	\$150.00 plus \$.40 per amp
Temporary pole	\$ 30.00
Verification	\$ 30.00

COMMERCIAL (service upgrade)

200 amp service	\$ 75.00
201-400 amp service	\$100.00
401 amp and over	\$100.00 plus \$.40 per amp
Inspection for existing service	\$ 30.00

WIRING (no service change)

1-12 outlets	\$ 30.00
more than 12 outlets	\$ 50.00

SWIMMING POOL PERMIT

RESIDENTIAL AND COMMERCIAL

Pool inspection barriers	\$ 40.00
Electrical (grounding, pump, GFI)	\$ 30.00

INSULATION PERMIT

Inspection Fee	\$ 30.00
Multi-unit dwellings	\$ 30.00 each

MISCELLANEOUS

Demolition	\$ 70.00
Re-inspection fee	\$ 30.00 for second failed inspection \$ 50.00 for third and subsequent failed inspection.

NOT READY \$ 30.00 if three major descriptions found (Inspection will be stopped)

FAILURE TO OBTAIN FINAL INSPECTION \$100.00

(A final inspection must be requested upon completion of work)

FAILURE TO CORRECT DISCREPANCIES IN A TIMELY MANNER

Discrepancies for occupied buildings shall be corrected and inspected in 10 days or processing fee will be charged and the 10 days will start again.

Minimum building permit	\$ 50.00
Minimum building permit	\$ 30.00
Minimum electrical permit	\$ 30.00
Minimum plumbing permit	\$ 30.00

EXPIRATION OF PERMITS

After obtaining the appropriate permits, the person in possession of the permits has 6 months to begin work as it is listed on the permit. If the person has not commenced construction in that period of time, the permit shall expire. The person will then need to purchase another permit and pay the corresponding fees. The permit will also expire if construction is suspended or abandoned for a period of 12 months or more after commencement of the initial construction.

FIRE MARSHAL

FIRE PREVENTION, INSPECTIONS AND PERMITS:

In order to preserve and protect public health and safety, and to satisfy the requirements of North Carolina General Statute 160A-424, the Town of Burgaw will be conducting Fire Prevention Inspections and construction plan review on all commercial buildings within the town limits and it’s ETJ on an annual basis. The purpose of these periodic inspections is to identify activities and conditions in buildings, structures and on premises that pose dangers of fire, explosion or related hazards.

NEW BUSINESS AND MULTI-FAMILY PERMIT AND INSPECTION (Plan Review)

All commercial and multi-family properties will be permitted and inspected during the plan review and construction phases to verify compliance with the North Carolina Fire Code.

Up to 5,000 square feet	\$25.00
5,001 to 10,000 square feet	\$50.00
10,001 to 25,000 square feet	\$75.00
25,001 and over	\$100.00

FIRE SUPPRESSION AND NOTIFICATION SYSTEM PERMIT AND INSPECTION

A permit and inspection is required before any fire suppression and/or notification system is installed, removed, or altered.

Sprinkler System	\$100.00
Fire Alarm / Notification System	\$100.00
Other Suppression System	\$100.00

SPECIAL/HAZARDOUS USE PERMIT

Temporary kiosk or display	\$10.00
All tents meeting the permit requirements under Chapter 24 of the North Carolina Fire Code	\$25.00
Special Assembly	\$30.00
Cooking Event	\$30.00
Any Other Required Use Permit Defined in the NC Fire Code	\$30.00

FLAMMABLE / COMMBUSTIBLE LIQUID STORAGE TANKS (ABOVE AND BELOW GROUND)

Removal (per tank)	\$50.00
Installation (per tank)	\$50.00

INSPECTIONS

Annual Inspection	No-charge
Foster Home Inspections	\$30.00
Day Care Inspection	\$30.00

RE-INSPECTION FOR NON-COMPLIANCE

1 st Re-inspection	\$30.00
2 nd Re-Inspection	\$75.00
3 rd Re-inspection	\$150.00 and referral to Town Attorney

LIFE SAFETY CODE VIOLATIONS (definitions attached)

Any violation of the following requires an immediate citation

Overcrowding	\$500.00
Blocked Exit	\$200.00
Spraying Operation Not Compliant to Code	\$100.00

Any violation of the following upon re-inspection requires an immediate citation

Fire Alarm System Inspection/Maintenance	\$100.00
Fire Suppression System Inspection/Maintenance	\$100.00
Unauthorized Storage	\$100.00
Emergency Lighting Inspection/Maintenance	\$50.00
Fire Extinguisher Inspection/Maintenance	\$50.00
Use of Non-approved Heating Appliances	\$50.00

OTHER FIRE CHARGES

Unauthorized Burning	\$100.00
Key holder's Failure to Respond on Fire Alarm	\$100.00
Hazardous Event Standby i.e. Pyrotechnics, Open Burning, etc.	\$200.00

DEFINITIONS OF LIFE SAFETY VIOLATIONS

(Violation of any of the following code requirements renders a citation action)

- 1. Overcrowding - \$500.00 – Occupancy of a building in excess of the posted occupant load as defined in Section 1004 of the NC Fire Code.**
- 2. Block Exit - \$200.00 – Any obstruction in the required width of a means of egress. (A means of egress is the continuous and unobstructed path of vertical and horizontal egress travel from any point in a building or structure to a public way, consisting of three separate and distinct parts: the exit access, the exit, and the exit discharge.)**
- 3. Spraying Operation Not Complying to Code - \$100.00 – Spraying flammable or combustible finishes without a properly installed spray booth or approved spraying area.**
- 4. Fire Alarm System Inspection/Maintenance - \$100.00 – Failure to have the required annual maintenance test conducted of the fire alarm system(s), all deficiencies corrected, and to have required documentation of test(s) available to the fire code official on site.**
- 5. Fire Suppression System Inspection/Maintenance - \$100.00 – Failure to have the required annual maintenance test conducted of all the fire suppression system(s), all deficiencies corrected, and to have required documentation of test(s) available to the fire code official on site.**
- 6. Unauthorized Storage - \$100.00 – The storage of flammable, combustible or hazardous liquids or materials improperly stored and/or without a permit.**
- 7. Emergency Lighting Inspection/Maintenance - \$50.00 – Failure to provide documentation and/or to conduct the required emergency lighting tests set forth in Section 604.6 of the NC Fire Code.**
- 8. Fire Extinguisher Inspection/Maintenance - \$50.00 – Failure to properly maintain and service required portable fire extinguishers.**
- 9. Use of Non-Approved Heating Appliances - \$50.00 – The use of non-listed heating appliances and/or use in an unapproved manner or location.**

Appendix A

WATER AND SEWER IMPACT FEE SCHEDULE

Use	Unit	ERU	Water Fee	Sewer Fee
Single Family Residential	Dwelling	1	\$1,760.80	\$3,600.00
Multifamily Dwelling (3 bedroom)	Dwelling	1	\$1,760.80	\$3,600.00
Multifamily Dwelling (2 bedroom)	Dwelling	0.85	\$1,496.68	\$3,060.00
Multifamily Dwelling (1 bedroom)	Dwelling	0.7	\$1,232.56	\$2,520.00
Barber & Beauty shops	Chairs	0.12	\$211.30	\$432.00
Churches, theaters & assembly halls	Seats	0.01	\$17.61	\$36.00
Coin operated laundry	Washers	0.8	\$1,408.64	\$2,880.00
Convenience stores	Commodes	0.57	\$1,003.66	\$2,052.00
Correctional institutions	Inmates	0.22	\$387.38	\$792.00
Day Care Center	Persons	0.03	\$52.82	\$108.00
Factories	Employees	0.05	\$88.04	\$180.00
Fast Food	Seats	0.1	\$176.08	\$360.00
Hospitals	Beds	1.25	\$2,201.00	\$4,500.00
Hotel/Motel without kitchen	Rooms	0.35	\$616.28	\$1,260.00
Nursery Home with laundry	Residents	0.4	\$704.32	\$1,440.00
Nursery home no laundry	Residents	0.22	\$387.38	\$792.00
Offices, warehouses	per 1000 sq. ft	0.05	\$88.04	\$180.00

Restaurants	Seats			
12 hours or less/day		0.02	\$35.22	\$72.00
more than 12 hour/day		0.05	\$88.04	\$180.00
Schools	Students	0.03	\$52.82	\$108.00
Shopping centers/stores	per 1000 sq. ft	0.3	\$528.24	\$1,080.00