



Town of Pittsboro, North Carolina

Engineering Department

To: Mayor Voller and the Town Board of Commissioners

From: Fred Royal, PE, Town Engineer
Stewart Bass, AICP, Planning Director

A handwritten signature in black ink, appearing to be 'Fred Royal', is written over the name of the Town Engineer.

Date: November 12, 2013

Subject: Recommendation for a Budget Amendment to *Section VI. General Fund Fees and Charges for Service.*

Background and Discussion

With increasing requirements and responsibilities placed on the Town of Pittsboro to enforce and administer the Jordan Lake Rules (stormwater and riparian buffers) and in order to better capture the actual costs of the review and inspection of water and sewer public utilities (currently performed by Hydrostructures), staff recommends changes to the fees as noted in yellow highlight (please see attached).

Recommendation

Staff recommends to adopt the attached Budget Amendment to *Section VI. General Fund Fees and Charges for Service*, as is highlighted in yellow.

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Section VI. General Fund Fees and Charges for Service

A. Residential solid waste and recycling collection and disposal

1. Base Rate. \$165.00 per year on the tax bill.
2. Solid Waste Customers in New Residential Dwellings. Customers requesting solid waste collection for residential pickup in new homes will pay at the time of request for service an amount pro-rated relative to the number of months remaining in the calendar year.

B. Commercial solid waste service

<u>Type of Service</u>	<u>Service Per Week</u>	<u>Monthly Fee</u>
95-gallon Residential Roll Cart	1	\$ 16.50
4 yard	1	\$ 49.00
4 yard	2	\$ 98.00
6 yard	1	\$ 73.50
6 yard	2	\$146.00
8 yard	1	\$ 98.00
8 yard	2	\$196.00

C. Zoning, Site Plan Review, Petition for Annexation and Subdivision Application Fees

1. Zoning Application Fees

- | | |
|--|---------------|
| a. Zoning Compliance Certificate | \$ 52.00 |
| b. Zoning Conformity/Compliance Letter | \$ 26.00 |
| c. Rezoning | \$360.00 |
| d. MUPD Rezoning (cost of technical review plus) | \$825.00 |
| e. Special Use Permit | \$360.00 |
| f. Conditional Use District Rezoning | \$360.00 |
| g. Land Use Plan Amendment | \$360.00 |
| h. Zone Text Amendment | \$390.00 |
| i. Home Occupation Fee | \$ 26.00 |
| j. Subdivision Regulation Amendment | \$390.00 |
| k. Commercial Site Plan: | |
| ➤ ½ acre or less | \$310.00 |
| ➤ ½ acre less than 1 acre | \$440.00 |
| ➤ over 1 acre or portion thereof | \$440.00/acre |
| l. Variance/Appeal | \$360.00 |
| m. Petition for Annexation | \$390.00 |
| n. Signs: | |
| ➤ Temporary | \$ 52.00 |
| ➤ Free standing | \$105.00 |
| ➤ Wall sign | \$105.00 |
| ➤ Minor Modification (change of 25% or less to existing sign) | \$ 52.00 |
| o. Flood plain Determination | |
| ➤ With building permit | \$ 16.00 |
| ➤ Without building permit | \$ 26.00 |
| ➤ Non Residential – Free Standing | \$155.00 |
| p. Jordan Lake Riparian Buffer Authorization Certificate | \$200.00 |
| q. Stream Origin Verification (if field visit is required by Town) | \$200.00 |

- r. Petition to abandon street r-o-w \$310.00
- s. Planning Administration/Public Hearing Fee \$360.00

2. Construction Inspection Fees

- a. Engineering plan review for Water and Sewer \$125.00/hr
- b. Field inspection (based on actual inspection hours) \$105.00/hr

Note: Subdivisions or new development involving municipal utilities will pay an inspection fee based on actual inspection hours during construction. Fees associated with inspection must be paid to the Town at the time of final utility approval. Final plat approval will not be accepted until these fees are paid.

3. Subdivision Application Fees

- a. Minor Subdivision (1 – 5 lots) \$105.00/Lot
- b. Major Subdivision –
 - 1. 6 to 10 lots \$ 1,800.00
 - 2. 11 to 20 lots \$ 2,600.00
 - 3. 21 to 30 lots \$ 3,100.00
 - 4. 31 to 40 lots \$ 3,600.00
 - 5. 41 or more lots \$100.00/Lot
- c. In addition, subdivisions involving municipal utilities will pay a review fee of \$1.80/foot for each linear foot of water, wastewater and roadway construction. Fees associated with review must be paid to the Town at the time of submittal of construction plans. Plans will not be accepted until these fees are paid.
- d. Recreation fees in lieu of dedication \$1,030.00/Lot

D. Stormwater Ordinance Fees.

Note: Site Plan Review must include Storm Water Management Plans in conformity with North Carolina Phase II or Jordan Lake Storm Water Regulations.

- 1. Stormwater Discharge Application Review Fee. \$225.00/acre of site or subdivision to be reviewed with a minimum of \$450.00 per application. This fee shall be paid at the time of application submittal.
- 2. Stormwater Discharge Permit Fee. \$225.00/acre of site or subdivision to be permitted for stormwater management.
- 3. BMP Facility Fee. \$50 per BMP facility for operations and maintenance and annual inspection administrative costs.

E. Community Building and Picnic Shelter Rent – Rental is based on 1-3 hours of use per day with each additional hour being a pro-rated amount and subject to availability. Persons desiring to use the Community Building for periods exceeding ten days must make formal request to Town Manager.

- 1. Community Building. Base rate is \$65.00 per day for up to three hours of usage and then \$20.00/hour thereafter. Rental for ten or more days per year is \$45.00/per day for up to three