



TOWN OF PITTSBORO FEE SCHEDULE 2021-2022

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ADMINISTRATIVE

Copies	\$0.15 (b/w)
Returned Check Fee	\$25.00 per occurrence
Credit Card Payment Fee	\$2.00 per transaction

TAXES

Property Tax	\$0.4333 per \$100 dollars assessed
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PARKS & RECREATION

FACILITY RENTALS

Picnic Shelter

These facilities are unsecured and open to the public. Unless exclusive rentals are secured, they will be managed as first-come-first-served facilities with no charge. For exclusive rentals, the base rate is \$35.00 per hour for Residents and \$70.00 per hour for Non-residents. All rentals require a 2 hour minimum. Refundable deposit is \$250.00. Rental Party is responsible for leaving building and grounds clean and returning all keys before deposit is refunded.

Community Building

Base rate is \$35.00 per hour for Residents and \$70.00 for non-Residents. All rentals require a 2 hour minimum. Refundable Deposit is \$250.00. Renting Party is responsible for leaving building and grounds clean and returning all keys before deposit is refunded. Persons desiring to use the Community Building for periods exceeding 10 days in a given calendar year must make a formal request to the Town Manager. All reservations for 100 or more persons require Town Manager approval and may require additional attendants, police and/or other requirements as deemed necessary.



PLANNING

(As applicable, for submittals after the fact, fees are double the listed rate.)

ZONING

Zoning Compliance Certificate - Residential	\$75.00
Zoning Compliance Certificate – Non-residential	\$150.00
Zoning Conformity / Verification Letter	\$150.00
Home Occupation Permit	\$150.00
ABC Verification Permit	\$50.00

SIGNS

Freestanding Sign	\$150.00
Wall Sign	\$150.00
Temporary	\$100.00
Minor Modification (change of 25% or less to existing)	\$50.00
Master Sign Plan Review	\$1,000.00

SITE PLANS

Single Family Residence	No charge
Multi-Family (fewer than 10 units)	\$750.00
Multi-family (10 units or greater)	\$1,500.00 + \$25.00 / acre
Non-residential	\$1,500.00 + \$25.00 / acre
Additional Review (each additional past 3 reviews)	1/2 original fee
Minor Amendment	\$200.00
Major Amendment	1/2 original fee

SUBDIVISIONS

Exemption, Easement & R/W Plat Review	\$200.00
Minor Subdivision Final Plat Review (1-5 lots)	\$250.00 + \$10.00 / lot
Minor Subdivisions Infrastructure Review (if applicable)	\$250.00 / lot
Major Subdivision Preliminary Plat (6 or more lots)	\$3,500.00 + \$10.00 / lot
Minor and Major Subdivision Amendments	1/2 original fee
Additional Review (each additional past 3 reviews) (includes 2 reviews plus “for approval” set)	1/2 original fee
Major Subdivision Final Plat Review	\$500.00 + \$10.00 / lot
Open Space Payment in Lieu of Provision	Dollar amount equal to 1/30 of an acre based on tax value
Recreation Fees in Lieu of Provision	Dollar amount equal to 1/30 of an acre based on tax value
Sidewalk Payment in Lieu of Provision of Improvements	125% of estimated cost
Subdivision Improvement Agreement (SIA) Review	\$500.00
SIA Escalation Factor	125% of estimated costs of improvements

CONSTRUCTION DRAWINGS

Construction Drawing Plan Review	\$500.00
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BOARD REQUESTS

Annexation Request	No charge
General Use Rezoning	\$2,000.00 + \$10.00 / acre
Conditional Rezoning (cost of technical review plus)	\$2,500.00 + \$25.00 / acre
MUPD Rezoning (cost of technical review plus)	\$2,500.00 + \$25.00 / acre
PDD Rezoning (cost of technical review plus)	\$2,500.00 + \$25.00 / acre
Special Use Permit Request	\$2,500.00
Variance / Appeal Request	\$250.00
Unified Development Ordinance Text Amendment	\$1,500.00
Land Use Plan Amendment	\$2,000.00
Small Area Plan (cost of technical review plus)	\$825.00 + \$20.00 / acre
Petition to abandon street Right-of-Way	\$1,500.00

CODE ENFORCEMENT

Civil Penalties	\$100.00 / day
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ENGINEERING

Additional Review Fee (each additional past 3)	1/2 original fee
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(As applicable, for submittals after the fact, fees are double the listed rate.)

PLAN REVIEW & INSPECTION FEES

Residential Construction Drawing Plan Review	\$750.00 + \$25.00 / lot
Non-Residential Construction Drawing Plan Review	\$1,500.00 + \$25.00 / lot
As-Built Review Fee	\$300.00
Floodplain Development Permit (not part of CD review)	\$750.00
Floodplain Determination - Residential	\$50.00
Floodplain Determination - Non-Residential	\$150.00
Riparian Buffer Authorization Certificate	\$500.00
Stream Origin Verification (if field visit required by Town)	\$125.00 / hour
Traffic Analysis	\$200.00 + actual cost
Stormwater Plan Review and Permit Fee	\$500.00 + \$150.00 / acre
SCM As-Built Review Fee	\$300.00 per SCM
Driveway Permit & Encroachment Review Fee	\$150.00
Water / Sewer / Reclaimed Water Lines Inspection Fees	\$1.75 / linear foot
Water / Sewer / Reclaimed Taps Inspection Fees	\$90.00 / tap
Pump Station Inspection Fee	\$1,500.00

Inspection Fees for Public Infrastructure (see below):

The owner of any land proposed for development as a subdivision of proposed for development requiring site plan approval pursuant to the zoning ordinance or development requiring submission of a plot plan shall, upon submission of the final subdivision plan or site plan or plot plan, pay the following street inspection fees:

Public Streets / Fire Lane (including widening, curb / gutter, drainage)	\$1.75 / linear foot / lane
Public Sidewalk / Greenway	\$1.75 / linear foot



PUBLIC UTILITIES

UTILITY PERMIT FEES (DUE WITH PERMIT APPLICATION)

Water Permit Processing	\$50.00
Wastewater Permit Processing	\$50.00
Reclaimed Water Permit Processing	\$50.00

SYSTEM DEVELOPMENT FEES

Residential and Non-Residential: SDF's for all connections, excluding irrigation connections for which SDF's are not currently collected, shall be derived on a per gallon basis. Unless an alternative is otherwise approved by the Town Engineer, the water and sewer SDF for all connections shall be calculated by the Capacity Cost Per Gallon calculation table utilizing the daily flow for design for wastewater as defined by the most current revision of the NC Administrative Code 15A NCAC 02T .0114 using the per gallon rates listed below:

Water SDF Cost	\$5.51 / gallon
Sewer (Wastewater) SDF Cost	\$6.16 / gallon

WATER METER – CONNECTION FEES

These fees are the responsibility of the individual lot that has water and wastewater available to the respective lots and will be the **actual cost** of the connection and any associated extension of the Town's Utility System. The connection needs to be inspected by the Town prior to setting up a utility account.

3/4 in. Meter	\$450.00
1 in. Meter	\$600.00
2 in. Meter	\$2,300.00

All other size meters will be charged to the requesting entity at the cost of the meter/material to the Town plus a \$250 installation fee.

WATER AND SEWER MONTHLY BILLING RATES

	Water		Wastewater	
	Inside	Outside	Inside	Outside
Basic Service Charge (Flat monthly fee for meter reading, billing, accounts management)				
Meters ≤ 1 inch	\$20.00	\$40.00	\$17.75	\$35.50
Meters > 1 inch	\$36.75	\$73.50	\$32.90	\$65.80
Plus a monthly usage fee per 1,000 gallons				
0 to 2,000 gallons	\$7.40	\$14.80	\$9.20	\$18.40
2,001 to 6,000 gallons	\$8.65	\$17.30	\$11.05	\$22.10
> 6,000 gallons	\$10.30	\$20.60	\$13.20	\$26.40

A service Initiation Fee of \$100.00 will be assessed to all new accounts opened. This will be charged on the first bill.

Bulk Water Sales Refer to Adopted Town Budget
Internal Fire Suppression Refer to Adopted Town Budget



MONTHLY DUE DATES / CREDIT CARD FEE / PENALTIES

Late Penalty not paid by 20th of each month	15% of current bill
Late Penalty not paid by end of month	\$45.00 and discontinuation of service
Reconnection Fee after work hours	\$55.00
Meter Tampering	Up to \$15,000
Meter / Backflow Preventor Test Charge and Repair Fees	Actual costs of testing / repair plus an additional 50% to recoup Town costs.
Credit Card Payment Fee	\$2.00 per credit card transaction

IRRIGATION METERS MONTHLY BILLING RATES

Inside Water Accounts	\$10.30 per 1,000 gallons
Outside Water Accounts	\$20.60 per 1,000 gallons
Wastewater	No charge

SOLID WASTE & RECYCLING COLLECTIONS

RESIDENTIAL (SOLID WASTE & RECYCLING COLLECTION & DISPOSAL)

Base Rate \$200.00 per year on the tax bill (pro-rated for new customers)

COMMERCIAL (SOLID WASTE) – MONTHLY FEES PER PICKUP SCHEDULE

	Every Other Week	1 per Week	2 per Week
Roll Cart	n/a	\$18.25	n/a
Recycle Cart	\$4.00	n/a	n/a
4 yard Dumpster	\$27.00	\$54.00	\$108.00
4 yard Compact Dumpster	\$89.65	\$179.30	\$358.60
6 yard Dumpster	\$40.00	\$80.80	\$161.60
6 yard Compact Dumpster	\$104.00	\$208.00	\$416.00
8 yard Dumpster	\$54.00	\$108.00	\$216.00
8 yard Compact Dumpster	\$128.25	\$256.50	\$513.00