

CITY OF CREEDMOOR



FEE AND RATE SCHEDULE 2016-2017

Effective July 1, 2016 – June 30, 2017

Adopted June 7, 2016

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BUILDING INSPECTION PERMITS AND FEES

For Building Code Enforcement assessed and collected by Inspections Department. Note: Handicap access ramp additions to single-family residential structures are exempt from zoning and building permit/inspection fees.

BUILDING AND TRADE PERMIT FEES

Commercial and Non-Residential Building Permits

Commercial and non-residential building permit fees apply to individually calculated costs for each trade.

New

	Building	Electrical	Plumbing	Mechanical
\$0 - \$2,500	\$116.00	\$73.00	\$73.00	\$73.00
\$2,501 - \$25,000	\$221.00	\$221.00	\$221.00	\$221.00
\$25,001 - \$50,000	\$433.00	\$433.00	\$433.00	\$433.00
\$50,001 - \$100,000	\$854.00	\$854.00	\$854.00	\$854.00
\$100,001 - \$200,000	\$1,693.00	\$1,693.00	\$1,693.00	\$1,693.00
\$200,001 - \$350,000	\$2,937.00	\$2,937.00	\$2,937.00	\$2,937.00
\$350,001 - \$500,000	\$3,604.00	\$3,604.00	\$3,604.00	\$3,604.00
\$500,001 - \$750,000	\$5,473.00	\$5,473.00	\$5,473.00	\$5,473.00
\$750,001 - \$1,000,000	\$6,906.00	\$6,906.00	\$6,906.00	\$6,906.00
\$1,000,001 and above	Add \$3.00 per \$1,000 above \$1,000,000			

Remodel/Repair

	Building	Electrical	Plumbing	Mechanical
\$0 - \$2,500	\$116.00	\$73.00	\$73.00	\$73.00
\$2,501 - \$25,000	\$221.00	\$221.00	\$221.00	\$221.00
\$25,001 - \$50,000	\$433.00	\$433.00	\$433.00	\$433.00
\$50,001 - \$100,000	\$854.00	\$854.00	\$854.00	\$854.00
\$100,001 - \$200,000	\$1,693.00	\$1,693.00	\$1,693.00	\$1,693.00
\$200,001 - \$350,000	\$2,937.00	\$2,937.00	\$2,937.00	\$2,937.00
\$350,001 - \$500,000	\$3,604.00	\$3,604.00	\$3,604.00	\$3,604.00
\$500,001 - \$750,000	\$5,473.00	\$5,473.00	\$5,473.00	\$5,473.00
\$750,001 - \$1,000,000	\$6,906.00	\$6,906.00	\$6,906.00	\$6,906.00
\$1,000,001 and above	Add \$3.00 per \$1,000 above \$1,000,000			

Other - Commercial

Conditional Power	\$73.00
Safety Inspection	\$73.00
Service Pole	\$73.00
Driveway Permit	\$73.00

Farm Building Permits

Electrical	\$56.00
Plumbing	\$56.00
Mechanical	\$56.00

Residential Building Permits

Square footage based on Gross Floor Area (heated and unheated).

New Home (Includes Modular Homes, Single Family Detached or Duplex)

	Building	Electrical	Plumbing	Mechanical
Up to 1,200 sq. ft.	\$282.00	\$113.00	\$83.00	\$83.00
1,201 to 2,000 sq. ft.	\$338.00	\$167.00	\$113.00	\$113.00
2,001 to 3,000 sq. ft.	\$363.00	\$224.00	\$167.00	\$167.00
3,001 to 5,000 sq. ft.	\$394.00	\$251.00	\$197.00	\$197.00
5,001 sq. ft. and above	\$0.1024/sq. ft. over 5,000 sq. ft.	\$0.0653/sq. ft. over 5,000 sq. ft.	\$0.0512/sq. ft. over 5,000 sq. ft.	\$0.0512/sq. ft. over 5,000 sq. ft.

Houses Moved onto Lots

	Building	Electrical	Plumbing	Mechanical
Up to 800 sq. ft.	\$167.00	\$56.00	\$56.00	\$56.00
801 to 1,200 sq. ft.	\$282.00	\$113.00	\$83.00	\$83.00
1,201 to 2,000 sq. ft.	\$338.00	\$167.00	\$113.00	\$113.00
2,001 to 3,000 sq. ft.	\$363.00	\$224.00	\$167.00	\$167.00
3,001 to 5,000 sq. ft.	\$394.00	\$251.00	\$197.00	\$197.00
5,001 sq. ft. and above	\$0.1024/sq. ft. over 5,000 sq. ft.	\$0.0653/sq. ft. over 5,000 sq. ft.	\$0.0512/sq. ft. over 5,000 sq. ft.	\$0.0512/sq. ft. over 5,000 sq. ft.

Other - Residential

Homeowner Recovery Fund	\$10.00
Conditional Power	\$56.00
Service Pole	\$56.00
Driveway Permit	\$56.00
Safety Inspection	\$56.00

Swimming Pool Permits

	Base Fee	Electrical	Plumbing	Mechanical
Commercial	\$129.00	\$73.00	\$73.00	\$73.00
Residential	\$100.00	\$56.00	\$56.00	\$56.00

Accessory Buildings and Structures

Handicap access ramp additions to single-family residential structures are exempt from zoning and building permit/inspection fees.

	Building	Electrical	Plumbing	Mechanical
Built on Lot	\$113.00	\$56.00	\$56.00	\$56.00
Portable	\$56.00	\$56.00	\$56.00	\$56.00

Additions and Remodels

	Building	Electrical	Plumbing	Mechanical
Up to 400 sq. ft.	\$113.00	\$56.00	\$56.00	\$56.00
401 to 800 sq. ft.	\$167.00	\$56.00	\$56.00	\$56.00
801 to 1,200 sq. ft.	\$282.00	\$113.00	\$83.00	\$83.00
1,201 to 2,000 sq. ft.	\$338.00	\$167.00	\$113.00	\$113.00
2,001 to 3,000 sq. ft.	\$363.00	\$224.00	\$167.00	\$167.00
3,001 to 5,000 sq. ft.	\$394.00	\$251.00	\$197.00	\$197.00
5,001 sq. ft. and above	\$0.1024/sq. ft. over 5,000 sq. ft.	\$0.0653/sq. ft. over 5,000 sq. ft.	\$0.0512/sq. ft. over 5,000 sq. ft.	\$0.0512/sq. ft. over 5,000 sq. ft.

Manufactured Homes

Single-Wide	\$314.00
Double-Wide	\$387.00
Triple-Wide	\$443.00

Multi-Family Dwelling (Per Building)

Base Fee (includes 1 st unit)	\$840.00
Each additional unit	\$224.00

Violations and Miscellaneous Fees

Re-Inspections

*Re-Inspections are issued for each trade (building, electrical, plumbing, & mechanical). Excessive re-inspection problems may result in a posting of a STOP WORK order and a complaint filed with the appropriate licensing board.**

First	No Charge
Second	\$50.00
Third	\$75.00
Fourth*	\$100.00

Re-Issuance of Expired Permit

Permits expired for more than 18 months will not be re-issued; a new permit will need to be obtained.

Re-issuance of expired permit - Commercial	50% of Original Permit Fee
Re-issuance of expired permit - Residential	50% of Original Permit Fee

Performing Work without a Permit

Working without a Permit violations are issued for each trade found to be out of compliance (building, electrical, plumbing, & mechanical). Reference: [G.S. 160A-417. Permits](#)

Starting construction without proper permit [Commercial & Residential]	\$500.00
Starting and substantially completing without proper permit [Commercial & Residential]	\$1,000.00

CITY CLERK'S OFFICE

"Actual cost" will be agreed upon before the work is done and is calculated based on number of pages at per page copy rate. Printing is done at material cost to the City to provide the service.

PRINTS AND COPIES

Copies

CD	\$1.00
Copies (letter/legal/ledger)	\$0.10 per page (current & archived files)
Minutes	Actual cost
Official Transcripts	Actual cost
Other Maps, Studies, & Reports	Actual cost

Manuals

Zoning Ordinance Manual	Actual cost
Subdivision Ordinance Manual	Actual cost
Land Use Plan Manual	Actual cost
Code of Ordinance	Actual cost
Design Manual & Standard Specs	Actual cost

Maps + Large format

Plotting type determined by GIS Administrator

Official Zoning District Map	Actual cost
Land Use Plan Map	Actual cost
Copies (Plat/Plan Size)	Actual cost
Basic Plotting (36" plain paper)	\$1.57 per roll foot
Image Plotting (36" plain paper)	\$4.46 per roll foot
Presentation Plotting (36" photo paper)	\$9.28 per roll foot

PUBLIC HEARING NOTIFICATION

Public Hearing Mailing Fees	Actual cost
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PENALTIES & ADMINISTRATIVE FEES

Returned Check	\$25.00 or maximum allowed by state law
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COMMUNICATIONS FEES

WIRELESS COMMUNICATIONS

New Telecommunications Tower or Substantial Modification

Application Fee	\$2,000.00 + \$500 per revision
Consulting Fee	Actual Cost

New Microcell, Concealed, Co-Location, or Upgrade Other than Substantial Modification

Application Fee	\$1,000.00
Consulting Fee	Actual Cost

CONSTRUCTION INSPECTION FEES

Assessed by the City Engineer (Developer shall bear any additional cost incurred by the City over the fees listed below). This fee is to be paid upon construction drawing approval.

PLAN REVIEW

Plan Review Fees shall apply to the extent of any revisions made to plans previously reviewed.

Roadway (public and/or private)	\$0.95 per linear foot
Parking/Loading Areas (including access)	\$0.04 per square foot
Storm Drainage	\$1.00 per linear foot

CONSTRUCTION ADMINISTRATION

Roadway (public and/or private)	\$1.05 per linear foot
Storm Drainage	\$1.00 per linear foot

LAW ENFORCEMENT SERVICES / FINES / FEES

FINGERPRINTING

Fingerprinting (up to two cards)	\$10.00
Fingerprinting of Children (Fingerprint cards for parents to maintain for identification)	Free

NOISE VIOLATIONS

Noise Fine	\$25.00 [1 st Offense within 12 months]
	\$50.00 [2 nd Offense within 12 months]
	\$100.00 [3 rd Offense within 12 months]
	\$250.00 [Each offense above 3 within 12 months]

FALSE ALARMS

False Business or Residential Alarm Fine	Warning [1 st – 3 rd Offense within 12 months]
	\$50.00 [4 th Offense within 12 months]
	\$100.00 [Each offense above 4 within 12 months]

PARKING FINES

Parking Fine	\$10.00 [1 st Offense within 12 months]
	\$25.00 [2 nd Offense within 12 months]
	\$50.00 [3 rd Offense within 12 months]
	\$100.00 and vehicle removal [Each offense above 3 within 12 months]

POLICE REPORTS

Copies of Police Reports	\$5.00
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PRECIOUS METALS DEALER PERMIT

Precious Metals Annual Dealer Permit Fee	\$180.00
SBI Fingerprint Processing Fee	\$38.00 (Pass-thru fee that goes to SBI)
Precious Metals Employee Application Fee	\$10.00
Precious Metals Employee Annual Renewal Fee	\$3.00

PLANNING AND ZONING FEES

Planning and Zoning fees for zoning, subdivision, and site activity assessed by the Planning Department. If a third submittal is required an additional review fee will be collected. Note: Handicap access ramp additions to single-family residential structures are exempt from zoning and building permit/inspection fees.

ANNEXATION PETITIONS

Annexation petitions include initial zoning process at no charge.

Annexation Petition	No Charge
Annexation Petition & Zoning (areas outside the ETJ)	No Charge

APPEALS

Appeal to Board of Adjustment (variance or interpretation)	\$300.00 + advertising costs
Appeal of Planning Board Decision to Board of Commissioners	\$300.00 + advertising cost

PLAN REVIEW

Fee paid with application; If a third submittal is required, a new fee must be paid.

Site Plan Review	
Sketch Plan	\$100.00 per sheet per session
Site Plan	\$600.00 + Sketch Plan review fee

Major Subdivision Review	
Sketch Plat/Plan Review	\$100.00 per sheet per session
Preliminary Plat Review (Minor) – 50 lots or less	\$450.00
Preliminary Plat Review (Major) – More than 50 Lots	\$500.00 + \$10.00 per lot
Preliminary Plat – Minor Revision	\$250.00
Preliminary Plat – Major Revision	\$450.00
Final Plat Review – Major Subdivision	\$175.00 per map sheet + water/sewer capacity fees for each lot platted
Letter of Credit Review (includes partial release requests)	\$2,500.00

Minor Subdivision Review	
Final Plat Review	\$50.00 per map sheet

Miscellaneous Services	
Conveyance Plat	\$10.00 per lot
Recombination Plat	No Charge
Time Extension for Plat Approval	\$150.00

SIGN PERMITS

Permanent Sign	\$100.00
Temporary Sign (where permit is required)	\$25.00 per sign

ZONING PERMITS

Conditional Use/Special Use/ Conditional District Zoning	\$700.00 per acre (\$2,700 max) + advertising cost
Single/Two Family Structures/Mobile Homes	\$75.00
Single Family Attached/Multi-Family	\$100.00
Residential Addition/Accessory Structures	\$75.00
Commercial/Institutional/Industrial	\$100.00 (Without site plan review)
Temporary Construction Trailers	\$75.00
Temporary Use Permits	\$75.00
Fence Permit	\$20.00

ZONING STUDIES, VERIFICATIONS AND CERTIFICATES OF NON-CONFORMITY

Zoning Study	\$900 + \$130 per 25 acres of land area
Zoning Verification Letter	\$100.00
Certificate of Non-Conformity	\$100.00

ZONING TEXT AND MAP AMENDMENTS

Initial Zoning (after annexation)	No Charge
Text Amendment (including a land use plan amendment)	\$500.00 + advertising cost
Vested Rights Procedure	\$400.00 + advertising cost
Vested Rights Extension	\$150.00
Zoning Map Amendment	\$550.00 + advertising cost

HOME OCCUPATION/PEDDLER LICENSE

Home Occupation Permits	\$100.00
Peddler License	\$25.00

RECREATION FACILITIES AND RENTAL FEES

For more information, call Creedmoor City Hall at (919) 528-3332, Option 1.

BATTLE C. ROBERTS BALL FIELDS

Address: 108 East Wilton Avenue, Creedmoor // Hours: 8:00 a.m. to Dark

Family Recreation

Rental includes Fields 1 & 2

Family Reunions and Other Activities or Uses	\$50.00 (+ \$100.00 Refundable Deposit)
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Youth/Adult Sports

Field 1 (Small Field)	\$10.00 (per 1.5 hours)
Field 2 (Large/Babe Ruth Field)	\$10.00 (per 1.5 hours)

GYMNASIUM AND ACTIVITY CENTER RENTAL

Hours: Monday - Friday 5:30 p.m. to 10:30 p.m. // Saturday 9:00 a.m. to 10:30 p.m. // Sunday 1:00 p.m. to 10:30 p.m.

2 Hour Minimum (Required)	\$40.00
Each additional Hour	\$20.00/hour
Fee required if food will be served at the event	\$20.00

LAKE ROGERS PARK

All fees payable at City Hall or at the Concession Stand during normal operating hours.

PARK HOURS: Sunrise – Sunset // **CONCESSION STAND HOURS:** Mid-April thru October (Fridays, Saturdays, Sundays, and Holidays) from 10:00 a.m. to 7:00 p.m. The Concession Stand provides boat rentals, boat launch passes, and light snacks.

Boat Launch

	Creedmoor Resident	Non-Resident	Creedmoor Resident Senior Citizen (65+)	Non-Resident Senior Citizen (65+)
Daily	\$4.00	\$6.00	\$3.00	\$5.00
Annual (Valid Jan 1 to Dec 31)	\$25.00	\$50.00	\$20.00	\$40.00

Boat Rental

(Photo ID Required)

Jon Boats with Oars*

	Creedmoor Resident	Non-Resident	Creedmoor Resident Senior Citizen (65+)	Non-Resident Senior Citizen (65+)
Per Hour	\$3.00	\$5.00	\$2.00	\$4.00
5+ Hours	\$10.00	\$15.00	\$8.00	\$12.00

*Boaters are permitted to bring and use their own trolling motors.

Pedal Boats and Nucanoes

	Creedmoor Resident	Non-Resident	Creedmoor Resident Senior Citizen (65+)	Non-Resident Senior Citizen (65+)
Per Hour	\$5.00	\$8.00	\$4.00	\$7.00

Shelter Rental

Shelter reservations taken at City Hall during normal business hours; Half-day is Sunrise - 2:00 p.m. or 3:00 p.m. - Sunset.

Large Shelter [Half-Day]	\$35.00
Small Shelter [Half-Day]	\$20.00

HARRIS PARK

Shelter Rental

Shelter reservations taken at City Hall during normal business hours; Half-day is Sunrise - 2:00 p.m. or 3:00 p.m. - Sunset.

Picnic Shelter [Half-Day]	\$25.00
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Horse Shoe Pits

Horse Shoe Rental Available at City Hall During Normal Business Hours	\$20 Returnable Deposit
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STORMWATER MANAGEMENT FEES

STORMWATER MANAGEMENT SERVICES AGREEMENT

Stormwater Maintenance Agreement	Attorney Fees + \$10%
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STORMWATER PLAN REVIEW FOR NEW CONSTRUCTION

Stormwater Quality (BMP) and/or Stormwater Detention Facilities Permit Application	\$250 each plus Engineering Review Costs
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CONSTRUCTION ADMINISTRATION

Stormwater Quality (BMP) and/or Stormwater Detention Facilities	\$500 each
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STORMWATER UTILITY RATES

Calculated by the Stormwater Administrator and billed by Granville County Tax Office.

For Businesses, the fee is calculated by BASE FEE + IMPERVIOUS + ACREAGE.

For Single Family Homes the fee is based on the acres in the parcel and can be looked up in the table below.

For vacant land the fee is BASE FEE + ACREAGE FEE.

Business (Base Fee + Impervious + Acreage)	
Base Fee	\$12.00 per year
Impervious Surface Fee	\$70.00 per 2,600 Square Feet of impervious surface
<i>Acreage Fee</i>	
1 – 1.99 Acres	\$25.00 per year
2 – 9.99 Acres	\$50.00 per year
10 – 99.99 Acres	\$75.00 per year
100+ Acres	\$100.00 per year

Single Family Home	
Lot < 1.99 Acres	\$107.00 per year
Lot 2 Acres – 9.99 Acres	\$132.00 per year
Lot 10 Acres – 100 Acres	\$157.00 per year

Vacant Land (Base Fee + Acreage)	
Base Fee	\$12.00 per year
1 – 1.99 Acres	\$25.00 per year
2 – 9.99 Acres	\$50.00 per year
10 – 99.99 Acres	\$75.00 per year
100+ Acres	\$100.00 per year

YARD DEBRIS

Yard Debris Removal

Residential service only. City provides one (1) free pick-up per month.

*Yard debris must comply with the [City's Debris Pickup Policy](#). Tree limbs with a diameter of **3 inches or less must be cut to 10 foot lengths** (or less) and be **stacked in the same direction**. Limbs **over 3-inches in diameter** (but less than 10 inches in diameter) must be **cut to 3 foot lengths** or shorter. Soil or inorganic material cannot be included with the yard debris. Additional details can be found at www.cityofcreedmoor.org/yarddebris.*

Each additional pickup per month	\$20.00
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UTILITY SERVICES

WATER & SEWER SERVICES

The South Granville Water & Sewer Authority (SGWASA) provides water & sewer services to the residents and businesses of Creedmoor.

SGWASA Contact Information

415 Central Avenue, Suite B
Butner, NC 27509
(P) 919.575.3367
(F) 919.575.4547
www.sgwasa.org

Office Hours: Monday –Friday // 8:00 a.m. - 5:00 p.m.

TRASH & RECYCLING COLLECTION SERVICES

Waste Industries provides trash & recycling collection services to the residents and businesses of Creedmoor.

Waste Industries Contact Information

241 Vanco Mill Road
Henderson, NC 27536
(P) 252.438.5333 or 919.693.8669
(F) 252.431.1635
www.wasteindustries.com

Office Hours: Monday - Friday // 8:00 a.m. – 5:00 p.m.