CITY OF CREEDMOOR

2025-2026
FEE AND RATE SCHEDULE

EFFECTIVE JULY 1ST, 2025

REVISED OCTOBER 1ST, 2025

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BUILDING PERMITS AND INSPECTIONS

RESIDENTIAL AND COMMERCIAL BUILDING PERMITS AND INSPECTIONS

The Granville County Inspections Department performs building permitting and inspections for Creedmoor residents and businesses.

Granville County Inspections Department Contact Information

122 Williamsboro Street
P.O. Box 877
Oxford, NC 27565
(P) (919) 603-1326
(F) (919) 693-6794

http://www.granvillecounty.org/businesses/building-inspections/

Office Hours: Monday-Friday // 8:00 a.m. – 5:00 p.m.
Permit Hours: 8:30 – 11:00 a.m. or 2:00 – 4:00 p.m.

COMMUNICATIONS FEES

WIRELESS COMMUNICATIONS

New Telecommunications Tower or Substantial Modification

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

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

Application Fee (1 – 5 permits)	$100.00 each
Application Fee (6 – 25 permits)	$50.00 each
Consulting Fee (if necessary)	$500.00 each

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

Note: Fees to be collected upon approval of construction drawings.	
Roadway (public and/or private)	$1.05 per linear foot
Storm Drainage	$1.00 per linear foot
Re-inspection Fee (paid in advance of next visit)	$50 per site visit

LAW ENFORCEMENT SERVICES / FINES / FEES

FINGERPRINTING

Fingerprinting (up to two cards)	$10.00 Residents ($20.00 Non Residents)
Fingerprinting (each additional card after two)	$5.00
Fingerprinting of Children (Fingerprint cards for parents to maintain for identification)	Free

NOISE VIOLATIONS

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

FALSE ALARMS

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

PARKING FINES

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

POLICE REPORTS

Copies of Police Reports	$5.00

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

MISCELLANEOUS CHARGES AND FEES

"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.

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

Creedmoor Development Ordinance	Actual cost
Land Use Plan	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

PENALTIES AND ADMINISTRATIVE FEES

Returned Check	$25.00 or maximum allowed by state law
Remote Payment Convenience Fee	$1.50 per transaction

The convenience fee is charged by the credit card processing companies and is applicable to all credit card payments made via phone and online transactions. Payments for facility rentals where a set non-refundable application fee is charged are exempt from this fee.

PLANNING AND ZONING FEES

Planning and Zoning fees for zoning, subdivision, and site activity are assessed by the Community Development 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/VARIANCES

Appeal/Variance to Board of Adjustment	$400.00
Appeal of Planning Board Decision to Board of Commissioners	$400.00

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	$750.00 + Sketch Plan review fee

Major Subdivision Review

Sketch Plat/Plan Review	$100.00 per sheet per session
Preliminary Plat Review (Minor) – 5 lots or less	$450.00
Preliminary Plat Review (Major) – More than 5 lots	$750.00 + $10.00 per lot
Preliminary Plat – Minor Revision	$250.00
Preliminary Plat – Major Revision	$450.00
Final Plat Review – Major Subdivision	$250.00 per map sheet
Letter of Credit Review (includes partial release requests)	$2,500.00

Minor Subdivision Review

Final Plat Review *(includes exempt plats)*	$50.00 per map sheet

SIGN PERMITS

Permanent Sign	$100.00
Temporary Sign (where permit is required)	$25.00 per sign
Master Sign Permit	$350.00

ZONING COMPLIANCE PERMITS

Special Use Permit	$800.00
Single/Two Family Structures	$150.00
Mobile Homes	$75.00
Single Family Attached	$100.00 per residential unit
Multi-Family Residential Building	$150 per residential unit
Residential Addition/Accessory Structure/Shed/Deck	$75.00
Commercial/Institutional/Industrial Up fit	$100.00 (without site plan review)
Temporary Construction Trailers	$75.00
Temporary Use Permits (renewed annually)	$250.00
Fence Permit	$20.00

ZONING STUDIES, VERIFICATIONS, AND CERTIFICATES OF NON-CONFORMITY

Zoning Authorization (for Granville County Inspections)	$25.00
Zoning Verification Letter	$100.00
Certificate of Non-Conformity	$100.00
Vested Rights Procedure	$600.00
Vested Rights Extension	$150.00

ZONING TEXT AND MAP AMENDMENTS

Initial Zoning (after annexation)	No Charge
Text Amendment (including a land use plan amendment)	$700.00
Zoning Map Amendment (general zoning district)	$700.00
Zoning Map Amendment (conditional district)	$1,000.00

OTHER

Home Occupation Permits	$100.00
Peddlers	
Food Truck/Open Air Sales (per location)*	$100.00 Renewed Annually
Solicitor and Transient Vendor Registration Fee (e.g., ice cream truck, door to door sales, etc.)**	$25.00 Renewed Annually
*Requires a *Zoning Compliance Permit Application*. **Requires a *Peddler Registration Form*.	

PENALTIES

Code Enforcement Administrative Fee	10% of past due or unpaid fines (including remediation costs, legal expenses, etc.)
Certificate of Zoning Compliance Re-inspection	$100 per site visit

RECREATION FACILITIES AND RENTAL FEES

City resident (must live within Creedmoor city limits), non-resident, and for-profit rates are outlined below. Senior citizens (60&plus), military, and 501(c)(3) non-profits are eligible for a non-stackable, discount on select Membership fees and Rentals at the Creedmoor Community Center. Proof of eligibility is required at time of reservation and again at time of rental (e.g., government-issued photo identification, federal EIN# for non-profits, etc.). Discount or surcharge is not applied to program fees or other fees which may be incurred due to rental usage (e.g., application fee, as-requested fees) . The cleaning/damage deposit is conditionally refundable, the application fee is non-refundable. Hours of operation, rental schedule, and other features and available equipment are described in the Creedmoor Community Center Rules and Regulations or can be viewed at www.cityofcreedmoor.org/recreation.

CREEDMOOR COMMUNITY CENTER

CREEDMOOR COMMUNITY CENTER MEMBERSHIPS

All community center users are required to have a current membership. *Credit and debit payment and registration are available online in person at the community center. In-person payments via cash or check for memberships, program registration, or facility rentals are accepted only at Creedmoor City Hall during normal business hours.*

BASE MEMBERSHIP - Provides users access to fitness equipment, walking track, and facility rentals. Programming fees are al-a-cart at full price.

	City Resident	Non-Resident	Senior/Military Discount
per Individual	$40/year	$60/year	$36(R)/$50(NR)/year
Lost RecCard	$5	$5	$5

ENHANCED MEMBERSHIP - Provides BASE MEMBERSHIP benefits plus the following: Access to fitness studio during scheduled hours. Free registration in regularly scheduled community-based programming (e.g., drop-in basketball, volleyball, and pickleball, teen hours, family programming, pre-school playdates, health and wellness series), and 15% discount on premium and contracted programming (e.g., yoga, parent's night out, camps, birthday party packages, line-dancing, painting, leagues). A household option includes up to two adults and 6 minors living in the same residence; add-ons for additional family members living in the same residence can be added at the base membership rate. As part of their employment package City employees receive an enhanced membership. A $20 Equity and Inclusion household membership option is available for City residents who qualify, contact the Recreation Director for details. Current South Granville High School Students are eligible for a $30/year individual membership that runs September 1st thru August 31st.

	City Resident	Non-Resident	Senior/Military
per Individual	$63/year	$90/year	$58(R)/$75(NR)/year
per Household*	$100/year*	$150/year*	$84 (R)/$107(NR)/year
Equity & Inclusion	$20/year		
South Granville High Student	$30/year	$30/year	
*6-mos. Payment Plan	50%+$5 transaction fee (Household membership only)		

ONE DAY DROP-IN FEE - Provides users access to fitness equipment, walking track, fitness studio, and any regularly scheduled community-based programming (see Enhanced Membership details) that is occurring that day.

	City Resident	Non-Resident	Senior/Military
per Individual	$5	$ 5	$5

B.C. ROBERTS FIELD

B.C. ROBERTS MULTI-PURPOSE FIELD - 225' by 236' (1.2 acre) natural-turf, multi-purpose field with optional field lights. No water or electrical access. Minimum full-field rental is 3-hrs. After-hours fee applies during Community Center non-business hours. Permitting fees for special events are not included.

	City Resident	Non-Resident	Senior/Military/ Non-Profit	For-Profit Activities
Full Field per hour	$25	$50	$22(R)/$29(NR)	$40(R)/$50(NR)
Application Fee	$5	$5	$5	$5
As Requested Fees				
After-hours Fee	$15/hr	$15/hr	$15/hr	$15/hr
Field Lighting Fee	$20/hr	$20/hr	$20/hr	$20/hr
Goal Rental	$15/set	$15/set	$15/set	$15/set

GYMNASIUM

GYMNASIUM - Full-court gymnasium with six basketball hoops lined for basketball, volleyball, and pickleball. After-hours fee applies during Community Center non-business hours. Food and beverages not permitted in gymnasium. Check facility schedule for rental availability.

	City Resident	Non-Resident	Senior/Military/ Non-Profit	For-Profit Activities
Full Court per Hour	$45	$60		$70(R)/$90(NR)
Application Fee	$5	$5		$5
As Requested Fees				
After-hours Fee	$15/hr	$15/hr		$15/hr

EVENT ROOM

WILLOW OAK EVENT ROOM - Maximum occupancy is 150 persons. Seating arrangements with tables can accommodate approximately 150. Tables, chairs, audio, and 85" TV included in rental price. Half-day rental periods include up to a 5 hours block of time between 8 am – 2 pm or 2 – 8 pm; Full day rentals are any rental over 5 hours or that overlap the half-day rental periods. 2 – 8 pm and full-day rentals may be extended until 11 pm for an additional fee. After-hours fee applies during Community Center non-business hours and is included in the 8 – 11 pm rental fee. 3rd party permitting, security, and insurance fees are not included and vary with the scope of the event, discounts are non-stackable.

	City Resident	Non-Resident	Senior/Military/ Non-Profit	For-Profit Activities
Half-Day Rental	$200	$260	$185(R)/$240(NR)	$310(R)/$390(NR)
Full-Day Rental	$400	$520	$370(R)/$480(NR)	$625(R)/$785(NR)
Add 8 – 11 pm	$195	$250	$180(R)/$230(NR)	$258(R)/$314(NR)
Application Fee	$100	$100	$100	$100
Cleaning/Damage Deposit	$250	$250	$250	$250
Large Group Fee (105+)	$50	$50	$50	$50
Public Discount (Mon-Thu)			30% off Rental Rate Above*	
Employee Discount (Mon-Thu)			50% off Rental Rate Above*	
As Requested Fees				
After-hours Fee	$15/hr	$15/hr	$15/hr	$15/hr
Kitchen Fee	$30	$30	$30	$30
Additional 55" TV (2-available)	$25/TV	$25/TV	$25/TV	$25/TV
Corkage (Alcohol) Fee	$50	$50	$50	$100
E-Sports (Screen Included)	$50/unit	$50/unit	$50/unit	$50/unit
Ambiance/Light Rental	$50	$50	$50	$50

MEETING ROOM

MEETING ROOMS - Maximum occupancy 40 people for the large meeting room. Half-day rental periods include up to a 2.5 hours block of time between 8am – 11am, 11am - 2 pm, 2pm - 5pm, or 5pm-8:30 pm; Full day rentals are from 8am - 5pm. Tables, chairs, and dry-erase board are included in rental price; 55" TV for presentations is available for an additional fee. After-hours fee applies for rentals ending after 8:30 pm and during Community Center non-business hours. Regular Meeting Discount is non-stackable.

	City Resident	Non-Resident	Senior/Military/ Non-Profit	For-Profit Activities
Large Meeting Room (≤ 40 pp.)				
2.5hr Rental	$35*	$60*	$31(R)/$54(NR)	$75(R)/$100(NR)
8am - 5pm Rental	$80*	$138*	$72(R)/$124(NR)	$130(R)/$170(NR)
Application Fee (Lg.& Sm. Rooms)	$15	$15	$15	$15
Damage Deposit	$50(Lg.)	$50(Lg.)	$50(Lg.)	$50(Lg.)
Regular Meeting Discount (≥5 meetings/application)		20% Off Rental Rate Above*		
As Requested Fees				
After-hours Fee	$15/hr	$15/hr	$15/hr	$15/hr
Kitchen Fee	$30	$30	$30	$30
55" TV Display	$25/TV	$25/TV	$25/TV	$25/TV

FITNESS STUDIO

Fitness Studio - Maximum occupancy is 25 persons. The fitness studio is 20’ by 25’ and includes a 20’ mirrored wall, 5-50lb dumb bells, 6lb-20lb medicine balls, 5lb-30lb kettle bells, yoga balls and mats, and a 55” smart TV. Rentals are limited to approved uses, including additional space for Willow Oak Room rentals and small group (≤5) use for private fitness activities.

	City Resident	Non-Resident
Per Hour	$10	$10
Lost Remote	$20	

PROGRAMMING

PROGRAMMING FEES - Programming fees for public programs offered by Creedmoor Parks and Recreation staff and 3rd party contractors are set based on direct costs, community demand, membership/residency status, DEI initiatives, and alignment with departmental missions and goals. Fees will vary from between $0 (e.g., enhanced membership programs) and $260 (e.g., E-sports birthday party package) with most fees between $0-$30.

LAKE ROGERS PARK - Park hours, Sunrise to Sunset. Shelter Reservations & Boat rental (photo ID required) &/or launch fees payable at City Hall, Creedmoor Community Center, and the Lake Rogers concession stand during regular operating hours. Reservations can be made online or in person. In-person payments may be made via cash (exact change) or credit card for facility rentals at the Creedmoor Community Center during normal business hours. Weekday (Monday-Thursday, excluding holidays) and Winter (November-February) discounted rates may not be stacked. Hours of operation, rental schedule, and other features and available equipment can be viewed at www.cityofcreedmoor.org/recreation.

	City Resident	Non-Resident
Boat Launch (Motorized, Gas or Electric)		
Daily Pass	$5	$7
12-month Pass	$35	$45
Kayak/Canoe Launch		
Daily Pass	$3	$5
12-month Pass	$20	$27
12-month Family Pass (≤4 kayaks/canoes)	$60	$78
Boat Rental		
John Boat per hour	$7	$10
John Boat per 5 hours	$25	$32
Pedal Boats and Nucanoes		
P-Boat or Nucanoe per hour	$7	$10
Aquacycles per hour	$13	$17
Aquacycles 5 hours	$40	$52
Nucanoe per 5 hours	$25	$32
Damage to Boats	$75	

	City Resident	Non-Resident
Large Shelter #1 (Fri-Sun& Holidays)		
Half Day (Open-2pm or 2pm-Close)	$60	$75
Full Day (Open-Close)	$100	$150
Weekday (Mon-Thu) and Winter (Nov-Feb) Discount	30% off Rental Rate Above	
Employee Discount (Mon-Thu)	50% off Rental Rate Above*	
Small Shelters #2, #3, or #4 (Mon-Sun)		
Half Day (Open-2pm or 2pm-Close)	$25	$50
Full Day (Open-Close)	$40	$60

HARRIS PARK

PARK HOURS: *Sunrise – Sunset*

HARRIS PARK - Park hours, Sunrise to Sunset. Shelter Reservations fees payable at City Hall and Creedmoor Community Center during regular operating hours.

	City Resident	Non-Resident	Senior/Military /Non-Profit
Picnic Shelter			
All Day	$0	$35	$0(R)/$31(NR)

CREEDMOOR MUSIC FESTIVAL

CREEDMOOR MUSIC FESTIVAL – Fees associated with annual Creedmoor Music Festival

12’ by 12’ Vendor Stall (no electricity)	$100
12’ by 12’ Vendor Stall (electricity)	$150
12’ by 12’ Vendor Stall (Main St. business)	$0
T-Shirts	$10 to $15

STORMWATER MANAGEMENT FEES

STORMWATER MANAGEMENT SERVICES AGREEMENT

Stormwater Maintenance Agreement (preparation or review)	Attorney Fees + $10%

STORMWATER PLAN REVIEW FOR NEW CONSTRUCTION

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

CONSTRUCTION ADMINISTRATION

Stormwater Quality (BMP) and/or Stormwater Detention Facilities	$500 each

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	$25.00 per year
Impervious Surface Fee	$131.00 per 2,600 Square Feet of impervious surface
Acreage Fee	
1 – 1.99 Acres	$55.00 per year
2 – 9.99 Acres	$110.00 per year
10 – 99.99 Acres	$165.00 per year
100+ Acres	$220.00 per year

Single Family Home

Lot < 1.99 Acres	$211.00 per year
Lot 2 Acres – 9.99 Acres	$266.00 per year
Lot 10 Acres – 100 Acres	$321.00 per year

Vacant Land (Base Fee + Acreage)

Base Fee	$25.00 per year
1 – 1.99 Acres	$55.00 per year
2 – 9.99 Acres	$110.00 per year
10 – 99.99 Acres	$165.00 per year
100+ Acres	$220.00 per year

YARD DEBRIS COLLECTION

Yard Debris Policy

Residential service only. City provides one (1) free pick-up per month. Yard debris must comply with the Debris Pickup Policy.

- Residents are strongly encouraged to place their yard debris in biodegradable bags. Biodegradable bags are *required* and pick-ups will not occur unless biodegradable bags are used.
- Residential yard debris is limited to 4 cubic yards (approximately one pickup truck load) per household per debris pick-up day. Additional pick-ups on the same or subsequent day(s) within the same month will incur a $30 charge for each pick-up. Failure to pay the $30 will result in no further debris pick-up service until payment is made.
- All tree limbs **must be cut to 3-foot lengths** (or less) and be **stacked in the same direction**.
- Soil or inorganic material cannot be included with the yard debris.
- Additional details can be found at www.cityofcreedmoor.org/yarddebris.

One residential yard debris pick-up per month *Limitation of 4 cubic yards (approx. one pickup truckload)*	Free
Each additional pick-up *Additional pick-up on same day due to excessive debris greater than 4 cubic yards or additional pick-up scheduled on subsequent pick-up day.*	$30.00

WATER & SEWER SERVICES

UTILITY 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

GFL Environmental provides trash & recycling collection services to the residents and businesses of Creedmoor.

GFL Environmental 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.