



City of Roanoke Rapids

FY 2022 - 2023 Fee Schedule

There is hereby established for the Fiscal Year 2022 – 2023 various fees and charges as scheduled herewith:

Revenue/Tax Department

Business Solid Waste User Fee & Disposal Fee

Roll-Out Container Purchase	City cost per Container
Monthly Fees	\$25.00 per Container per month

Residential Solid Waste Fee

	\$265.00 per Residential Unit per year
Roll-Out Container Purchase for 2 nd container	City cost per Container
Yearly Additional Fees	\$265.00 per year for 2 nd Container (optional)

Business Registration Fee	\$20.00 per year
Itinerant Merchant, Peddler & Vendor License Fee	\$20.00 per year
Motor Vehicle Tax	\$11.00 per Licensed Vehicle
Municipal Taxi/Limo Tax	\$15.00 per Vehicle

City Beer & Wine Retail Licenses*	
On-premises malt beverage	\$15.00
Off-premises malt beverage	\$ 5.00
On-premises unfortified wine, on-premises fortified wine, or both	\$15.00
Off-premises unfortified wine, off-premises fortified wine, or both	\$10.00

City Beer & Wine Wholesaler License \$37.50

General Government

Photocopies	\$.20 per copy/Letter Size B/W
	\$.25 per copy/Letter Size Color
	\$.25 per copy/Legal Size B/W
	\$.30 per copy/Legal Size Color
	\$.30 per copy/Oversize B/W
	\$.35 per copy/Oversize Color

Recording Fees Fees correspond with Fees set by Halifax Co. Register of Deeds

Police Department

Taxi Permits	\$50.00
Incident Reports	\$ 6.00
Accident Reports	\$ 6.00
Fingerprinting	\$10.00
Photographs	\$10.00
Animal Disposal Fee	\$10.00 per Animal
Beekeeping Permit	\$ 5.00 per Hive

Fire Department

Re-Inspection Fee	\$35.00 (Fee increases by \$35 for each visit that business is not in compliance)
Plan Review Fee	\$85.00 (Plan revisions of plans submitted exempt)
Permit Fee	\$85.00 (Operational and Construction)
Above and Below Ground Tank Removal Fee	\$150.00
Above and Below Ground Tank Replacement Fee	\$150.00
Commercial Cooking Hood Test Fee	\$50.00
Sprinkler System Inspection Fee	\$100.00 (New construction or remodel of system)
Fire Alarm System Inspection Fee	\$100.00 (New construction or remodel of system)
Certified CPR Classes	\$10.00 per student (Includes certification card)
Vendor Spot Rental for Safety Fair	\$25.00 (Non-profits are exempt from fee)

Public Works Department

Driveway Permits	\$50.00 each Driveway
Illegally Dumped Items	\$500.00 Fine
Lot Cutting Fees and Abatement	Cost plus \$250.00 Administrative Fee
Emergency Response:	
Third Party Labor Rate Charge	\$1,500 Flat Rate per Emergency Response

Administrative Labor Rate \$75.00/Man Hour \$125.00/Man Hour Nights and Weekends/Holidays

For Services including but not limited to:

- Backhoe
- Wheel Loader
- QRV Pick Up
- Light Tower
- Oil/Fuel Spill Kit

Debris Removal & Special Collections

Collection Costs

- Small Pickup \$40.00 per load
- Large Trailer \$100.00 per load

Disposal Fees

- Transfer Station \$65.00 per ton or current price
- Landfill \$75.00 per ton or current price

Tub Grinding

Current Market Price

Permit to Dig in Street (Utility Cuts)

\$400.00 per cut

Includes one initial Inspection

Re-Inspection Fee

\$75.00

Cemetery Lot Fees

Resident:

Sections A-E - \$2,500.00 per 4 Grave Plot

Section G - \$1,200.00 per Site

Section H - \$625.00 per Space

Section I - \$625.00 per Space

Section J - \$1,200.00 per 2 Grave Companion Plot

Section K - \$2,500.00 per 4 Grave Plot

Section L - \$1,500.00 per 2 Grave Companion Plot

Section O - \$2,500.00 per 4 Grave Plot

\$1,250.00 per 2 Grave Plot

Non-Resident:

Sections A-E - \$5,000.00 per 4 Grave Plot

Section G - \$2,400.00 per Site

Section H - \$1,250.00 per Space

Section I - \$1,250.00 per Space

Section J - \$2,400.00 per 2 Grave Companion Plot

Section K - \$5,000.00 per 4 Grave Plot

Section L - \$3,000.00 per 2 Grave Companion Plot

Section O - \$5,000.00 per 4 Grave Plot

\$2,500.00 per 2 Grave Plot

Cemetery Grave Preparation (Residents & Non-Residents)

Monday – Friday: \$900.00

Saturday: \$1,200.00

Sunday & Holidays: \$1,500.00

Note: Urn burials are one-half (1/2) of the regular Cemetery Grave Preparation Fee (Residents & Non-Residents)

***Overtime charge of \$150.00 per hour after 2:00pm on weekdays and all day on Holidays, Saturday, and Sunday**

Foundation Fees (Residents & Non-Residents)	\$175.00
Cemetery Deed Fee	Fees correspond with Fees set by Halifax County Register of Deeds

Library

Library Non-Resident Borrower Card	\$20.00 per year
Replacement of Lost Card	\$ 5.00 each
Photocopies	\$.20 per copy/Letter Size \$.25 per copy/Legal Size \$.30 per copy/Oversize
Computer Printouts	\$.40 each
DVD Rental	\$.50 each
Fines:	
Juvenile Books	\$.15 per day (Max. \$3.60)
Juvenile audiobooks	\$.15 per day (Max. \$3.60)
Adult Books	\$.20 per day (Max. \$5.00)
All Magazines	\$.20 per day (Max. \$4.00)
Adult Audiobooks	\$.30 per day (Max. \$6.00)
DVD	\$ 1.00 per day (Max. \$12.00)
Equipment	\$ 5.00 per day
Long Overdue Fine	\$15.00 each
Lost or Badly Damaged Items	Replacement Cost for item
Sale Books & Videos (Unusable gift books or books deleted from our collection):	
Magazines	\$.10 each
Paperbacks	\$.25 each
Hardbacks	\$.50 – 3.00 each (Depending on age & condition of book)
Audiobooks	\$ 1.00 – 5.00 each (Depending on age & condition & # of CD's)
DVD	\$ 2.00 – 5.00 each (Depending on age & condition & # of DVD's)

Library Class Fees: Classes offered through the Library shall be set up on a “break even” basis paying for the cost of the instructor and supplies. In addition, a \$2.00 per participant maintenance/utility fee will be charged.

Non-Residents will be charged cost plus 100%.

Parks & Recreation

Class Fees: Classes offered through the T. J. Davis Recreation Center shall be set up on a “break even” basis paying for the cost of the instructor and supplies. In addition, a \$2.00 per participant maintenance/utility fee will be charged.

Non-Residents will be charged cost plus 100%.

Athletic Fees:

Adult Athletics – Team registration fees are based on breaking even on direct cost (officials, trophies, scorekeepers/field supervisors, etc.). In addition, a \$10.00/game maintenance/utility fee will be charged for basketball and \$5.00/game for softball.

In addition, non-resident adults will be charged \$25.00.

Youth Athletics Resident Youth: \$20.00 Non-Resident Youth: \$50.00

Softball Field Rental Fees: \$50 per field per day

Picnic Shelter Reservation Fees: \$25.00/day for Residents and \$50.00/day for Non-Residents

Recreation I.D. Card Fees: \$15.00 for Youths
\$30.00 for Adults

T. J. Davis Room Rental Fees:
Multi-purpose (larger room) \$40.00 per rental for non-profit group or individual resident
Classroom (smaller room) \$30.00 per rental for non-profit group or individual resident

T. J. Davis Center/Gym Rental Fees: \$50.00 Resident, \$90.00 Non-Resident (after hours) per hour with a minimum of 2 hours
\$30.00 per hour for Non-Resident School Groups during non-peak normal operating hours

1026 Urban Greenspace Rental Fee: \$25.00 flat rate per day
\$50.00 Non-Resident

Centennial Park Only Rental Fee: \$25.00 flat rate per day
\$50.00 Non-Resident

Centennial Park & Andrews Building Wedding Rental Fees* \$30.00 per hour for Residents
\$60.00 per hour for Non-Residents

****Minimum rental time of three (3) hours.***

Chaloner Recreation Center Rental Fee:* \$35.00 per hour for Residents
\$55.00 per hour for Non-Residents

****The Chaloner Recreation Center can be rented for after-hours use. Rental is for a minimum of two (2) hours.***

Roanoke Canal Museum Fees:

General Admission (All General Admission is for self-guided tours only.)

- \$2.00 Halifax County Residents
- \$4.00 for All Persons who Reside Outside of Halifax County
- Free for Children 8 and Under (exception of guided tours)

Guided Tour Admission

- \$2.00 per Person 4 and older, no additional discount, minimum of 10 persons or \$20.00 fee

Aquatic Center:

(Labor Day to Memorial Day)

Aquatic Center Open and Lap Swim

Residents	\$ 3.75
Non-Residents	\$ 7.50

Swimming Lessons

Toddler (Resident)	\$ 30.00
Toddler (Non-Resident)	\$ 60.00
Levels I – VII (Resident)	\$ 45.00
Levels I – VII (Non-Resident)	\$ 90.00
Individual Lessons:	
Resident	\$ 50.00
Non-Resident	\$100.00

Red Cross Lifeguard/CPR/WSI Classes:

Rate charged will be based on the cost of the class, set by the Red Cross

AQUACISE & ARTHRITIS FITNESS CLASSES

Resident	\$ 3.75
Non-Resident	\$ 7.50

Yearly Passes: *(to be renewed yearly from the date issued)*

Family Resident	\$450.00
Family Non-Resident	\$800.00
Individual Resident	\$250.00
Individual Non-Resident	\$450.00

Monthly Passes:

Family Resident	\$40.00
Family Non-Resident	\$70.00
Individual Resident	\$25.00
Individual Non-Resident	\$40.00

T. J. Davis Pool

Swimming Lessons (Same as Aquatic Center)

Outdoor Pools Open and Lap Swim

Residents	\$ 1.00
Non-Residents	\$ 2.00

Aquatic Center & T. J. Davis Pools Rental

(Minimum of Two (2) Hours)

	<u>Resident</u>	<u>Non-Resident</u>
Up to 25 participant's	\$ 90.00/hr.	\$110.00/hr.
26 to 50 participant's	\$115.00/hr.	\$140.00/hr.
51 to 75 participant's	\$140.00/hr.	\$175.00/hr.

Discount:

A 10% discount will be given to groups, organizations and corporations that have 20 or more in attendance at one time

Westrock (monthly fee)

\$250.00

Halifax Academy Swim Team (per lane, per hour)

\$ 10.00

Kirkwood F. Adams Community Center Fees:

AREA	CAPACITY	RATES		
		RESIDENT	NON-RESIDENT	FOR-PROFIT
Entire Center	700 w/chairs only 500 w/tables & chairs	\$65.00/Hour	\$100.00/Hour	\$80.00/Hour Res \$115.00/Hour NR
Chair Set Up Fee	will be prorated for #s less than 100	\$50.00/100	\$50.00/100	\$50.00/100
Round Tables	29 available	\$6/table	\$6/table	\$6/table

THE CENTER MUST BE RENTED FOR A MINIMUM OF THREE (3) HOURS.

Non Refundable Reservation Deposit: \$100.00 per day

MAXIMUM DAILY RATE: \$800.00 – Resident/\$1,000.00 – Non-Residents.

Non-Profit Organizations sponsoring charitable fund raising events using the center for 24 hours or more will be given a 50% discount.

Non-Profit Organizations sponsoring weekday-daytime workshops or meetings for public benefit will be given a 50% discount.

The following organizations are fee exempt for two (2) nighttime or weekend activities each year: (1) *Rescue Squad*, (2) *Bloodmobile* & (3) *City Sponsored Senior Citizens Groups*.

Main Street RR is fee exempt for four (4) nighttime or weekend activities each year for Main Street RR sponsored events.

Main Street RR is fee exempt for use of the plaza for Main Street RR sponsored events.

◆ If the Center is not left in acceptable condition, a fee of \$15.00/per man-hour for cleaning shall be charged.

◆ If anything is left in the Center overnight, there will be a \$25.00 storage fee.

◆ Roanoke Rapids City Schools Events: \$225.00

◆ Chamber of Commerce is a partner of the City of Roanoke Rapids. They have the right to schedule events before the month is available to the public. They are treated as a City department in terms of scheduling the facility. \$400 flat rate per event

Planning & Development

Rezoning Petition	\$350.00
Rezoning + Conditional Zoning Petition	\$400.00
Voluntary Annexation Petition	\$250.00
Zoning Compliance Certification Letters	\$ 50.00 per individual site
Special Use Permit	\$350.00
Special Event Permit	\$ 40.00
Special Event Permit (events designed to attract 5,000 or more spectators or participants)	\$250.00
Ordinance Text Amendment Petition	\$350.00
Variance Petition	\$350.00
Appeal Petition	\$350.00
Land Use Violation	\$ 50.00 per day
Land Use Permit	\$ 55.00
Business Use Permit	\$ 80.00
Temporary Power	\$ 55.00
Processing Fee for petitioner withdrawal of Variance Petition, Conditional Use Permit or Rezoning Petition	\$350.00
Site Plan Review	\$250.00 per site plan review* <30,000 ft2 of impervious surface \$750.00 per site plan review >30,000 ft2 of impervious surface

****This fee shall increase to \$700.00 whenever the services of an outside engineering firm is necessary and retained by the City to evaluate a specific drainage problem area outside of the expertise of the City Public Works Director. This is to be determined on a case by case basis upon review of proposed development site plans.***

Halifax County Plan Review Fee*	\$ 250.00
Roanoke Rapids Sanitary District Plan Review Fee*	\$ 50.00

****All plans, determined by Planning staff to require review by the Halifax County Building Inspections Department, shall be subject to this fee prior to review.***

Commercial Building (Preliminary Plan, Construction Plan) Review:	
Additional Charge per review for failure to satisfy review comments	\$125.00
Technical Review and Fee (based on square footage of project)	
Square Footage of Project Area/Site	Fee
Less than 10,000 SF	\$130.00
10,000 SF – 29,999 SF	\$275.00
30,000 SF – 49,999 SF	\$425.00
50,000 SF – 69,999 SF	\$550.00
70,000 SF or greater	\$750.00
Street Closing Petition	\$600.00
Final Subdivision Plat	
Minor Subdivision	\$ 55.00
Major Subdivision	
With Improvements	\$115.00 plus \$55.00/lot
Without Improvements	\$ 100.00 plus \$30.00/lot

Note: The petitioner is responsible for all associated advertising expenses.

Maps	\$ 7.00 per sheet
Land Use Ordinance (to recover actual per copy duplicating costs)	\$ 35.00
Comprehensive Development Plan	\$ 60.00
Zoning Maps (Color)	
Small	\$ 20.00
Large	\$ 35.00
Electrical Inspection of Existing Structure Requested by Power Company	\$ 40.00
Issuance of Certificate of Compliance	
Major Renovations (More than \$30,000.00)	\$ 100.00
Minor Renovations (\$30,000.00 or less)	\$ 50.00
Failure to Call for Proper Inspection	\$125.00
Removal of a Notice of List Pending	\$ 60.00
Home Occupation Permit	\$ 60.00
Recombination Plat	\$ 55.00

Supplement plan review fees for wireless communication facilities shall be charged in addition to a City processing fee as follows:

<u>Review</u>	<u>City Processing</u>	<u>3rd Party Supp.</u>
(1) Concealed Attached WCF	\$100.00	\$500.00 No Change Fed Regulations
(2) Collocated or Combined WCF	\$100.00	\$500.00 No Change Fed Regulations
(3) Freestanding Concealed WCF	\$100.00	\$500.00 No Change Fed Regulations
(4) Non-concealed Freestanding WCF	\$100.00	\$500.00 No Change Fed Regulations

Code Enforcement Division Fees:

ABC Permit Application Inspection Fee \$ 100.00 per inspection

Building Permit:

(A) A permit to demolish or remove any size structure shall be issued upon proper application. Fees for such demolition or removal are as follows:

(1) Moving of an approved structure	\$120.00
(2) Demolish structure	\$150.00

(B) A permit to modify, construct and/or erect advertising signs shall be issued, upon proper application, in accordance with the following schedule:

Type of Sign and Work	Fee per Sign Face
Erection of outdoor advertising (off-premises) sign	\$185.00
Erection of principal use signs:	
Fifty (50) sq. ft. or less	\$ 60.00
More than fifty (50) sq. ft.	\$125.00
Erection of commercial accessory signs	\$ 15.00
Erection of temporary signs	\$ 12.00
Modification of existing signs	\$ 12.00

(C) City building inspection fees for new construction, additions, and alterations of all structures shall be the greater of fifty dollars (\$55.00) or the applicable amount based upon a schedule of seven dollars (\$7.00) per one thousand dollars (\$1,000.00) of construction value. For the purposes of this subsection, construction value shall be the greater of the value derived utilizing either the Southern Building Code Congress International, Inc., *Building Valuation Data* or the sum of all building related costs for the project.

(D) In addition to any other fees established by the provisions of this section, whenever a general contractor applies for the issuance of a permit for the construction of any single-family residential dwelling unit, the general contractor shall pay a fee in the amount of five dollars (\$5.00) for each dwelling unit to be constructed or altered under the permit.

Plumbing Permit:

(A) A plumbing permit shall be issued, upon proper application, for a fee of fifty-five dollars (\$55.00) plus six dollars (\$6.00) per fixture.

Heating, Air Conditioning, Refrigeration and Ventilation Permit:

(A) Permit fees for installation or replacement of the following shall be fifty-five dollars (\$55.00) plus the applicable amount in accordance with Schedule I:

- (1) Each boiler or furnace, including duct distribution system thereof when covered by the same permit, or duct distribution system thereof only.
- (2) Each floor furnace, wall circulator or heater, circulating heater, direct-fired unit heater, gas radiator, blast furnace, rotary dryer, annealing furnace and duct heater industrial oven.
- (3) Conversion or replacement of mechanical firing equipment.

SCHEDULE I

Fossil Fuel (BTU/HR)	Fee
50,000 or less	\$20.00
50,001 to 100,000	\$25.00
100,001 to 200,000	\$30.00
Above 200,000	\$35.00

(B) Permit fees for installation or replacement of the following shall be fifty-five dollars (\$55.00) plus the applicable amount in accordance with Schedule II. Each air conditioning or heat pump system, including major components and duct distribution system thereof when covered by same permit, or duct distribution system thereof only, or major component only.

SCHEDULE II

Air Conditioning Compressor Rating (Nominal) - Tons	Fee
5 or less	\$20.00
5.1 to 15	\$25.00
15.1 to 50	\$35.00
Above 50	\$45.00

An additional six dollars (\$6.00) fee for split systems.

(C) Permit fees for installation or replacement of the following shall be fifty-five dollars (\$55.00) plus the applicable amount in accordance with Schedule III. Each refrigeration system including major component only.

SCHEDULE III

Refrigeration Compressor Rating (Nominal) - Tons	Fee
5 or less	\$20.00
5.1 to 15	\$25.00
Above 15	\$30.00

(D) Permit fees for installation or replacement of the following shall be fifty-five dollars (\$55.00) plus the applicable amount in accordance with Schedule IV. Each hood over cooking ranges (in other than residences and multi-family houses), candy

kettles, cruller furnaces and appliances for frying, barbecuing, broiling and bakery (baking) of foods, including exhaust duct system thereof when covered by the same permit, or exhaust duct system thereof only.

SCHEDULE IV

	<i>Fee</i>
10 or less	\$20.00
10.1 to 50	\$25.00
50.1 to 100	\$30.00
Above 100	\$35.00

- (E) Permit fees for the installation or replacement of any blower or fan in other than residences installed for ventilation or removal of dust, gases, fumes and vapors shall be fifty-five dollars (\$55.00) each.
- (F) Permit fees for the modification, repair or replacement of duct systems shall be fifty-five dollars (\$55.00) each.
- (G) Permit fees for the installation or replacement of gas appliances and piping shall be fifty-five dollars (\$55.00). No permit shall be required for the replacement of a gas appliance where piping is not altered.

Electrical Permit:

- (A) An electrical permit shall be issued, upon proper application, for a fee of fifty-five dollars (\$55.00) plus the applicable amount in accordance with the following schedule:
 - (1) Outlets:
 - Each 220 volt outlet \$ 4.00
 - Each 110 volt outlet \$ 1.00
 - (2) Motors:
 - Each motor \$ 4.00
- (B) Electrical change of service greater than 400 amp: \$100.00

Mobile Home Permit:

A mobile home permit shall be issued upon proper application for a fee of one hundred dollars (\$100.00).

Fire Sprinkler System Permit:

A fire sprinkler system permit shall be issued upon proper application for a fee of fifty-five dollars (\$55.00) plus seven cents (\$.07) per square foot of protected area.

Insulation Permit:

An insulation permit shall be issued upon proper application for a fee of fifty-five dollars (\$55.00) plus seven cents (\$.07) **per** square foot of floor area.

Re-Inspections:

The above fees entitle the applicant to one inspection. For each extra inspection made necessary through the failure of any person in charge of work to install in the proper manner or to otherwise create conditions making such additional inspection or trip necessary, there will be an additional charge of forty dollars (\$40.00). If a 2nd re-inspection is required fee would increase to \$45.00 and increase by \$5 for every subsequent visit. When a third party inspection agency is involved, there will be an additional charge of seventy dollars (\$70.00).

General Miscellaneous Permit Refund Processing Fee	\$ 35.00
Fee for Issuance of Certificate of Occupancy (C.O.)	\$ 100.00

Penalty:

An additional charge equal to one-half (1/2) the required permit fee (minimum fee \$200) shall be added to the permit fees previously set forth for failure to initially secure a permit prior to starting a job or commencing any work on a building or service system before obtaining the necessary permit.