



City of Roanoke Rapids

FY 2018 - 2019 Fee Schedule

There is hereby established for the Fiscal Year 2018 – 2019 various fees and charges as scheduled herewith:

Revenue/Tax Department

Business Solid Waste User Fee & Disposal Fee	\$17.05 per Container per month
Roll-Out Containers	\$17.05 for each Additional Container
Residential Solid Waste Fee	\$215.29 per Residential Unit per year \$215.29 per year for 2 nd Container
Roll-Out Containers	City cost per Container
Business Registration Fee	\$20.00 per year
Fee for Change in Business Registration	\$ 5.00
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

***Tax on Additional License - The tax stated above is the tax for the first license issued to a person. The tax for each additional license of the same type issued to that person for the same year is one hundred ten percent (110%) of the base license tax, that increase to apply progressively for each additional license.**

City Beer & Wine Wholesaler License	\$37.50
Advertising of Delinquent Tax Bill	\$4.00 per Parcel

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
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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

Public Works Department

Driveway Permits	\$40.00 each Driveway
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Lot Cutting Fees and Abatement	Cost plus \$250.00 Administrative Fee
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Debris Removal & Special Collections

Collection Costs

Small Pickup	\$25.00 per load
35 Foot Trailer	\$55.00 per load

Disposal Fees

Transfer Station	\$46.97 per ton
Landfill	\$47.00 per ton or current price
Tub Grinding	\$ 4.00 per cubic yard

Permit to Dig in Street (Utility Cuts)	\$400.00 per cut
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Cemetery Lot Fees

Resident:

Sections A-E - \$1,000.00 per 4 Grave Plot
Section G - \$800.00 per Site
Section H - \$250.00 per Space
Section I - \$500.00 per Space
Section J - \$1,000.00 per 2 Grave Companion Plot
Section K - \$2,000.00 per 4 Grave Plot

Section L - \$1,200.00 per 2 Grave Companion Plot
Section O - \$500.00 per Space

Non-Resident:

Sections A-E - \$2,000.00 per 4 Grave Plot
Section G - \$1,600.00 per Site
Section H - \$500.00 per Space
Section I - \$1,000.00 per Space
Section J - \$2,000.00 per 2 Grave Companion Plot
Section K - \$4,000.00 per 4 Grave Plot
Section L - \$2,400.00 per 2 Grave Companion Plot
Section O - \$1,000.00 per Space

Cemetery Grave Preparation (Residents & Non-Residents)

Monday – Friday: \$700.00*
 Weekends and Holidays: \$900.00

***Overtime charge of \$75.00 per hour after 2:00 p.m. on weekdays.**

Foundation Fees (Residents & Non-Residents)

\$150.00

Note: Urn burials are one-half (1/2) the regular fee.

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

Videocassette Rental

\$.50 each

Fines:

Juvenile Books \$.15 per day (Max. \$3.60)
 Juvenile Cassettes \$.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)
 Adult Music Cassettes \$.25 per day (Max. \$5.00)
 Videocassettes \$ 1.00 per day (Max. \$12.00)
 Video Not Rewound \$ 1.00 each
 Video in Bookdrop \$ 2.00 each
 Equipment \$ 5.00 per day
 Long Overdue Fine \$15.00 each

Interlibrary Loan: Postage Fee

\$ 5.00 per item*

Overdue Fine for City of Roanoke Rapids	\$.50 per day (Max. \$10.00)
Overdue Fine/Copies	Varies*

*** Established by and payable to Lending Library.**

Lost or Badly Damaged Items	Replacement Cost for Item plus \$5.00 Non Refundable Processing Fee
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Damaged Material: Adult Audiobook Cassettes	\$ 8.00 each
Adult Audiobook CD's	\$10.00 each
Adult Audiobook Cases	\$ 6.00 each
Adult Audiobook CD Cases	\$10.00 each
Audio Cassette Box	\$ 1.00 each
Barcode	\$ 1.50 each
Blue Music Pouches	\$ 1.00 each
Book Covers	\$ 2.00 each
Cleaning Fee	\$ 2.00 each
Juvenile Book/Cassette Bags	\$ 2.00 each
Pockets	\$.50 each
Repair of Torn Pages	\$.50 each
Video Black Cases – Single	\$ 2.50 each
Video Black Cases – Double	\$ 4.00 each

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 cassettes/CD's)
Videos	\$ 2.00 – 5.00 each (Depending on age & condition & # of cassettes/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. The charge for classes will be based on breaking even with 10 participants with instructors paid on the following basis:

- \$10.00/session for 10 – 14 participants
- \$12.50/session for 15 – 19 participants
- \$15.00/session for 20 & over participants

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. The charge for classes will be based on breaking even with 10 participants with instructors paid on the following basis:

- \$10.00/session for 10 – 14 participants
- \$12.50/session for 15 – 19 participants
- \$15.00/session for 20 & over participants

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: \$15.00 Non-Resident Youth: \$45.00

Athletic User Fee: Resident: No Fee Non-Resident: \$10.00

Softball Field Rental Fees: \$7.00/game per field for tournaments. A \$25.00 non-refundable deposit is required to reserve a field which is applied to field rental and can be refunded if tournament is cancelled 30 days in advance.

Picnic Shelter Reservation Fees: \$20.00/day for Residents and \$40.00/day for Non-Residents for Emry, Rochelle and Chockoyotte Shelters

Recreation I.D. Card Fees: \$10.00 for Youths
\$25.00 for Adults

T. J. Davis Room Rental Fees:
Multi-purpose and Chum's Corner (larger rooms) \$30.00 per rental for non-profit group or individual resident
\$40.00 per rental for private or corporate groups
Classroom (smaller room) \$25.00 per rental for non-profit group or individual resident
\$30.00 per rental for private or corporate groups

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

Centennial Park Only Rental Fee: \$20.00 flat rate per day
\$40.00 Non-Resident

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

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

Andrews Building Set-Up Fee: \$15.00 per 50 chairs for Residents
\$30.00 per 50 chairs for Non-Residents

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.**

Kirkwood F. Adams Community Center Fees:

AREA	CAPACITY	WEEKDAY RATE (10 A.M. - 5 P.M.)			NIGHT/WEEKEND RATE (5 P.M. FRI. - 2 A.M. MON.)		
		RESIDENT	NON-RESIDENT	FOR-PROFIT	RESIDENT	NON-RESIDENT	FOR-PROFIT
Entire Center	700 w/chairs only 500 w/tables & chairs	\$51.00/Hour	\$76.00/Hour	\$63.00/Hour Res \$94.00/Hour NR	\$60.00/Hour	\$90.00/Hour	\$71.00/Hour Res \$106.00/Hour NR
Chair Set Up Fee	will be prorated for #s less than 100	\$45.00/100	\$65.00/100	\$56.00/100 Res \$83.00/100 NR	\$45.00/100	\$65.00/100	\$56.00/100 Res \$83.00/100 NR

Non Refundable Reservation Deposit: \$100.00

MAXIMUM DAILY RATE: \$800.00 – Resident/\$1,000.00 – Non-Residents. THE CENTER MUST BE RENTED FOR A MINIMUM OF THREE (3) HOURS.

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.

◆Round Tables are available for rent for \$6.00 per table.

◆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.

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	\$ 3.00
Non-Residents	\$ 6.00
Resident Senior (55+)	\$ 2.25
Non-Resident Senior (55+)	\$ 4.50

RED CROSS CLASSES

Toddler (Resident)	\$ 30.00
Toddler (Non-Resident)	\$ 60.00
Levels I – VII (Resident)	\$ 45.00
Levels I – VII (Non-Resident)	\$ 90.00

Lifeguard/CPR Classes:

Resident	\$ 75.00
Non-Resident	\$150.00

Challenge: \$ 45.00

WSI Classes:

Resident	\$ 80.00
Non-Resident	\$160.00
Individual Lessons:	
Resident	\$ 50.00
Non-Resident	\$100.00

AQUACISE & ARTHRITIS FITNESS CLASSES

Resident	\$ 2.75
Non-Resident	\$ 5.50

Annual Passes: *(This is the cost from January to December 31. The fees are prorated down each month.)*

Family Resident	\$365.00
Family Non-Resident	\$730.00
Individual Resident	\$200.00
Individual Non-Resident	\$400.00
Resident Senior (55+)	\$155.00
Non-Resident Senior (55+)	\$310.00

(Memorial Day to Labor Day)

Aquatic Center Open and Lap Swim

Residents	\$ 3.50
Non-Residents	\$ 7.00
Resident Senior (55+)	\$ 2.00
Non-Resident Senior (55+)	\$ 4.00

T. J. Davis Pool

RED CROSS CLASSES (Same as Aquatic Center)

Outdoor Pools Open and Lap Swim

Residents	\$ 1.00
Non-Residents	\$ 2.00
Resident Senior (55+)	\$ 1.00
Non-Resident Senior (55+)	\$ 2.00

Wade Pool

Residents	\$ 1.00
Non-Residents	\$ 2.00

Outdoor Pool Passes (Residents Only):

Child & Adult	\$ 94.00
Family	\$188.00
Seniors (55+)	\$ 59.00

Aquatic Center & T. J. Davis Pools Rental

(Minimum of Two (2) Hours)

	<u>Resident</u>	<u>Non-Resident</u>
Up to 25 participants	\$ 90.00/hr.	\$110.00/hr.
26 to 50 participants	\$115.00/hr.	\$140.00/hr.
51 to 75 participants	\$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 or purchase passes for 20 or more.

Kapstone (monthly fee)	\$250.00
Halifax Academy Swim Team (per land, per hour)	\$ 10.00
Swim Meet – Ticket Price (8 years older & above)	\$ 5.00
(Everyone pays except school swimmers and 2 coaches from each team, timers are not exempt.)	
ECA - year-round swim team (per person, per month)	\$ 30.00

Planning & Development

Rezoning Petition	\$350.00
Voluntary Annexation Petition	\$250.00
Zoning Compliance Certification Letters	\$ 50.00 per individual site
Conditional Use Permit	\$350.00
Special Event Permit	\$ 35.00
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	\$ 50.00
Business Use Permit	\$ 75.00
Temporary Power	\$ 50.00
Processing Fee for petitioner withdrawal of Variance Petition, Conditional Use Permit or Rezoning Petition	\$350.00
Site Plan Review	\$200.00 per site plan review* <30,000 ft ² of impervious surface \$700.00 per site plan review >30,000 ft ² of impervious surface

****This fee shall increase to \$70.00 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*	\$ 50.00
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****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.***

Street Closing Petition	\$475.00
Final Subdivision Plat	
Minor Subdivision	\$ 50.00
Major Subdivision	
With Improvements	\$100.00 plus \$50.00/lot
Without Improvements	\$ 75.00 plus \$25.00/lot

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

Maps	\$ 5.00 per sheet
Land Use Ordinance (to recover actual per copy duplicating costs)	\$ 30.00
Comprehensive Development Plan	\$ 50.00
Zoning Maps (Color)	

Small	\$ 15.00
Large	\$ 30.00
Electrical Inspection of Existing Structure Requested by Power Company	\$ 35.00
Issuance of Certificate of Compliance	
Major Renovations (More than \$30,000.00)	\$ 75.00
Minor Renovations (\$30,000.00 or less)	\$ 35.00
Failure to Call for Proper Inspection	\$100.00
Removal of a Notice of Lis Pendens	\$ 50.00
Home Occupation Permit	\$ 50.00
Recombination Plat	\$ 50.00

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	\$ 750.00	\$1,000.00
(2) Collocated or Combined WCF	\$ 750.00	\$1,000.00
(3) Freestanding Concealed WCF	\$1,000.00	\$1,000.00
(4) Non-concealed Freestanding WCF	\$1,000.00	\$1,000.00

Code Enforcement Division Fees:

ABC Permit Application Inspection Fee \$ 75.00 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	\$100.00
(2) Demolish structure	\$100.00

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

<i>Type of Sign and Work</i>	<i>Fee Per Sign Face</i>
Erection of outdoor advertising (off-premises) sign	\$175.00
Erection of principal use signs:	
Fifty (50) sq. ft. or less	\$ 50.00
More than fifty (50) sq. ft.	\$100.00
Erection of commercial accessory signs	\$ 10.00
Erection of temporary signs	\$ 10.00
Modification of existing signs	\$ 10.00

(C) City building inspection fees for new construction, additions, and alterations of all structures shall be the greater of fifty dollars (\$50.00) or the applicable amount based upon a schedule of five dollars (\$5.00) 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 dollars (\$50.00) plus five dollars (\$5.00) per fixture.

Heating, Air Conditioning, Refrigeration and Ventilation Permit:

- (A) Permit fees for installation or replacement of the following shall be fifty dollars (\$50.00) 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	\$15.00
50,001 to 100,000	\$20.00
100,001 to 200,000	\$25.00
Above 200,000	\$30.00

- (B) Permit fees for installation or replacement of the following shall be fifty dollars (\$50.00) 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	\$15.00
5.1 to 15	\$20.00
15.1 to 50	\$30.00
Above 50	\$40.00

An additional five dollars (\$5.00) fee for split systems.

- (C) Permit fees for installation or replacement of the following shall be fifty dollars (\$50.00) plus the applicable amount in accordance with Schedule III. Each refrigeration system including major component only.

SCHEDULE III

<i>Refrigeration Compressor Rating (Nominal) - Tons</i>	<i>Fee</i>
5 or less	\$15.00
5.1 to 15	\$20.00
Above 15	\$25.00

- (D) Permit fees for installation or replacement of the following shall be fifty dollars (\$50.00) 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	\$15.00
10.1 to 50	\$20.00
50.1 to 100	\$25.00
Above 100	\$30.00

- (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 dollars (\$50.00) each.
- (F) Permit fees for the modification, repair or replacement of duct systems shall be fifty dollars (\$50.00) each.
- (G) Permit fees for the installation or replacement of gas appliances and piping shall be fifty dollars (\$50.00). 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 dollars (\$50.00) plus the applicable amount in accordance with the following schedule:
- | | |
|----------------------|---------|
| (1) Outlets: | |
| Each 220 volt outlet | \$ 3.50 |
| Each 110 volt outlet | \$.50 |
| (2) Motors: | |
| Each motor | \$ 3.50 |
- (B) Electrical change of service greater than 400 amp: \$90.00

Mobile Home Permit:

A mobile home permit shall be issued upon proper application for a fee of fifty dollars (\$50.00).

Fire Sprinkler System Permit:

A fire sprinkler system permit shall be issued upon proper application for a fee of fifty dollars (\$50.00) plus five cents (\$.05) per square foot of protected area.

Insulation Permit:

An insulation permit shall be issued upon proper application for a fee of fifty dollars (\$50.00) plus five cents (\$.05) per square foot of floor area.

Reinspections:

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 thirty-five dollars (\$35.00). 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 \$ 30.00

Fee for Issuance of Certificate of Occupancy (C.O.) \$ 75.00

Commercial Building (Preliminary Plan, Construction Plan) Review:

Additional Charge per review for failure to satisfy review comments \$100.00

Technical Review and Fee (based on square footage of project)

Square Footage of Project Area/Site	Fee
less than 10,000 SF	\$125.00
10,000 SF – 29,999 SF	\$250.00
30,000 SF – 49,999 SF	\$375.00
50,000 SF – 69,999 SF	\$500.00
70,000 SF or greater	\$700.00

Penalty:

An additional charge equal to one-half (1/2) the required permit fee (minimum fee \$100) 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.