

2018-19 Fire Department Fee Schedule				
<b>Fire Permits</b>				
<b>OPERATIONAL PERMITS</b>		<b>Description</b>	<b>2018-19 Permit Fee</b>	<b>Term</b>
Aerosol Products		Manufacture, store or handle an aggregate quantity of Level 2 or 3 in excess of 500 lbs.	\$50	365 days
Amusement Building		Operation of a Special Amusement Building	\$50	30 Days
Aviation Facilities		To use a Group H or S occupancy for aircraft servicing or repairs and aircraft fuel-servicing vehicles	\$50	365 days
Carnivals and Fairs		Mandatory Permit to conduct a Carnival or Fair	\$50	Single Event
Cellulose Nitrate Film		To store, handle or use cellulose nitrate film in a Group A	\$50	365 days
Combustible Dust-Producing Operations		Mandatory Permit to operate a grain elevator, flour starch mill, feed mill, or a plant pulverizing aluminum, coal, cocoa, magnesium, spices, or sugar, or other operations producing combustible dusts as defined in Chapter 2 of the 2012 NC Fire Code.	\$50	365 days
Combustible Fibers		To store or handle combustible fibers in quantities of more than 100 cu ft	\$50	365 days
Compressed Gases		To store, use or handle at normal temperature and pressure of compressed gases over the amounts in Table 105.6.8 of the NC Fire Code	\$50	365 days
Covered Mall Buildings				
	1)	Placement of retail fixtures and displays, concession equipment, displays of highly combustible goods and similar items in the mall (common areas).	\$50	30 days
	2)	Display of liquid- or gas-fired equipment in the mall.	\$50	30 days
	3)	Use of open-flame or flame-producing equipment in the mall.	\$50	7 days
Cryogenic Fluids		To produce, store, transport on site, use, handle or dispense cryogenic fluids in excess of Table 105.6.10 of the NC Fire Code	\$50	365 days
Cutting and Welding		To conduct cutting and welding operations within the district	\$50	365 days
Dry Cleaning Plants		Engage in the business of dry cleaning (when flammable/hazardous solvents are used), or to change to a more hazardous cleaning solvent used in existing dry cleaning equipment.	\$50	365 days
Exhibits and Trade Shows		Operate exhibits and trade shows.	\$50	30 days

Explosives		Operational Permit for the manufacture, storage, handling, sale or use of any quantity of explosives, explosive materials, fireworks, or pyrotechnic special effects within the scope of Chapter 33 of the NC Fire Code.*(Additional requirements including but not limited to insurance coverage and on-scene fire department personnel fees shall also apply)		
	1)	Blasting and/or storage of explosives	\$50	30 days
	2)	Display of Fireworks/Pyrotechnics	\$50	Single Event
Flammable/Combustible Liquids	1)	To use or operate a pipeline	\$50	365 days
	2)	To store, handle, or use Class I liquids in excess of 5 gallons (inside) and more than 10 gallons (outside) of a building	\$50	365 days
	3)	To store, handle, or use Class II or Class IIIA liquids in excess of 25 gallons (inside) and more than 60 gallons (outside) of a building	\$50	365 days
	4)	To store, handle, or use Class IIIB liquids in tanks or portable tanks for fueling	\$50	365 days
	5)	To remove Class I or II liquids from an underground storage tank used for fueling motor vehicles by any means other than the approved stationary on-site pumps	\$50	365 days
	6)	To operate tank vehicles, equipment, tanks, plants, terminals, wells, fuel-dispensing stations, refineries, distilleries and similar facilities where flammable and combustible liquids are produced, processed, transported, stored, dispensed or used	\$50	365 days
	7)	To temporarily place out-of-service (more than 90 days) an underground, protected above-ground or above-ground flammable or combustible liquid tank.	\$50	30 days (after 90 days)
	8)	To change the type of contents stored in a flammable or combustible liquid tank to a material which poses a greater hazard than that for which the tank was designed and constructed	\$50	30 days
	9)	To manufacture, process, blend or refine flammable or combustible liquids	\$50	365 days
	10)	To engage in the dispensing of liquid fuels into the fuel tanks of motor vehicles at commercial, industrial, governmental, or manufacturing establishments ( <b>Gas Station</b> ).	\$50	365 days

	11)	To utilize a site for the dispensing of liquid fuels from tank vehicles into the fuel tanks of motor vehicles, marine craft, and other special equipment at commercial, industrial, governmental or manufacturing establishments.	\$50	365 days
Floor Finishing		To finish or surface a floor exceeding 350 sq. ft. using Class I or Class II liquids.	\$50	per site
Fruit and Crop Ripening		To operate a fruit or crop ripening facility or conduct a fruit-ripening process using ethylene gas	\$50	365 days
Fumigation and Insecticidal Fogging		To operate a business of fumigation or thermal insecticidal fogging and to maintain a room, vault, or chamber in which a toxic or flammable fumigant is used.	\$50	365 days
Hazardous Materials		To store, transport on site, dispense, use or handle hazardous materials in excess of the amounts listed in Table 105.6.20 of the 2012 NC Fire Code.	\$50	365 days
HPM Facilities		To store, handle or use hazardous producing materials	\$50	365 days
High-Piled Storage		To use a building or portion thereof as a high-piled storage area exceeding 500 sq. ft.	\$50	365 days
Hot Work Operations		To conduct Hot Work Operations including cutting, welding, grinding, application of roof coverings with the use of open flame, or other operations determined by the Fire Marshal	\$50	60 days
Industrial Ovens		To operate an industrial oven as regulated by Chapter 21 of NC Fire Code	\$50	365 days
Lumber Yards and Woodworking Plants		To store or process lumber exceeding 100,000 board feet	\$50	365 days
Liquid- or Gas-fueled Vehicles in Assembly Buildings		To display, operate or demonstrate liquid- or gas-fueled vehicles or equipment in assembly buildings	\$50	30 days
Magnesium		To melt, cast, heat treat or grind more than 10 pounds of magnesium	\$50	365 days
Miscellaneous Combustible Storage		To store in any building or upon any premises in excess of 2,500 cubic feet gross volume	\$50	365 days
Open Burning		Kindling or maintaining of an open fire on any public street, alley, road, or other public or private ground approved under NC Fire Code and Town Code (Chapter 7 Fire Prevention & Protection/Article IA Regulations of Open Burning/Sections 7.7 - 7.10).	\$50 <b><u>(No charge for verified religious functions)</u></b>	1 day
Open Flames and Candles		To use open flames or candles in connection with assembly areas, dining areas of restaurants, or drinking establishments.	\$50	365 days
Organic Coatings		For any organic-coating manufacturing operation producing more than 1 gallon of an organic coating in one day.	\$50	365 days
Places of Assembly		Operate a place of assembly.	\$50	365 days
Private Fire Hydrants		Removal from service, use operation of private fire hydrant (per hydrant)	\$50	365 days
Pyroxylin Plastics		To store or handle more than 25 pounds of cellulose nitrate plastics	\$50	365 days

Refrigeration Equipment	To operate a mechanical refrigeration unit or system	\$50	365 days
Repair Garages	To operate a repair garage and automotive, marine and fleet motor fuel-dispensing facility.	\$50	365 days
Rooftop Heliports	To operate a rooftop heliport	\$50	365 days
Spraying or Dipping Operations	To conduct a spraying or dipping operation utilizing flammable or combustible liquids or the application of combustible powders regulated by Chapter 15 of the 2012 NC Fire Code.	\$50	365 days
Storage of Scrap Tires and Tire Byproducts	To establish, conduct or maintain storage of scrap tires and tire byproducts that exceed 2500 cubic feet of total volume of scrap tires and for indoor storage of tires and tire byproducts.	\$50	365 days
Temporary Membrane Structures, Tents and Canopies	Permit to erect and OPERATE an air-supported temporary membrane structure or a tent having an area in excess of 400 square feet. (See exceptions in the 2012 NC Fire Code section 105.6.43) Note: Any modifications made after initial permit is issued, shall require a new permit.	\$50 per tent	<u><b>90 days</b></u>
Tire-Rebuilding Plants	To operate and maintain a tire-rebuilding plant	\$50	365 days
Waste Handling	To operate wrecking yards, junk yards and waste material-handling facilities	\$50	365 days
Wood Products	To store chips, hogged material, lumber or plywood in excess of 200 cubic feet	\$50	365 days
<b>CONSTRUCTION PERMITS</b>	<b>Description</b>	<b>2018-19 Permit Fee</b>	<b>Term</b>
<b>Note: All permit fees include plan review</b>			

Note: Plans that are not code-compliant after second review, will incur an additional \$100.00/per review fee

Beginning work, or maintaining an operation requiring any permits adopted by the Town of Chapel Hill without obtaining the proper permit(s), shall double the permit fee.

A stop Work Order shall be issued until payment is received and permit issued.

		Description	2018-19 Permit Fee	
Automatic & Manual Fire Extinguishing Systems		Installation, modification, or removal from service of a sprinkler, standpipe system or other Kitchen Suppression or Alternate Automatic Extinguishing System).		
		<b>Sprinkler Systems</b>		
	Tier 1	0 - 999 Square Feet	\$50	
	Tier 2	1,000 - 2,499 Square Feet	\$75	
	Tier 3	2,500 - 9,999 Square Feet	\$100	
	Tier 4	10,000 - 49,999 Square Feet	\$200	
	Tier 5	50,000 or more Square Feet	\$300	
		<b>Standpipe Systems</b>	\$300	
		<b>Automatic Extinguishing Systems</b>	\$50	
Battery Systems		Installation of stationary storage battery systems having a liquid capacity of more than 50 gallons.	\$200	
Compressed Gas Systems		Install, repair, abandon, remove, place out of service (temporarily), close, or substantially modify a compressed gas system when the amount of compressed gases in use or storage within the system exceeds the amounts listed in Table 105.6.8 of the 2012 NC Fire Code.	\$200	
Cryogenic Fluids		Installation of or alteration to outdoor stationary cryogenic fluid storage system where the capacity exceeds the amount listed in Table 105.6.10 of the NC Fire Code.	\$200	
Fire Alarm and Detection Systems		Installation of, or modification to fire alarm and detection systems and related equipment.		
	Tier 1	0 - 999 Square Feet	\$50	
	Tier 2	1,000 - 2,499 Square Feet	\$75	
	Tier 3	2,500 - 9,999 Square Feet	\$100	
	Tier 4	10,000 - 49,999 Square Feet	\$200	
	Tier 5	50,000 or more Square Feet	\$300	
Fire and Life Safety Plan Review		Review proposed new and existing architectural/building plans to confirm fire and life safety compliance within the built environment.	\$125	
Fire Pumps and Related Equipment		Installation of, or modification to fire pumps and related fuel tanks, jockey pumps, controllers, and generators. (Required in addition to other Automatic & Manual Fire Extinguishing System Construction Permits).	\$100	

Flammable and Combustible Liquid Facilities	1)	Install, repair or modify a pipeline for the transportation of flammable or combustible liquids.	\$150	
	2)	Install, construct or alter tank vehicles, equipment, tanks, plants, terminals, wells, fuel-dispensing stations, refineries, distilleries and similar facilities where flammable and combustible liquids are produced, transported, stored, dispensed, or used.	\$150	
	3)	Install, alter, remove, abandon, or otherwise dispose of a flammable or combustible liquid tank.	\$150	
Hazardous Materials Facilities		Install, repair, abandon, place temporarily out of service, or close or substantially modify a storage facility or other area regulated by Chapter 27 of the NC Fire Code when the hazardous materials in use or storage exceed the amounts listed in Table 105.6.20 of the 2012 NC Fire Code.	\$300	
Industrial Ovens		Installation of industrial ovens as described in Chapter 21 of the 2012 NC Fire Code.	\$300	
Private Fire Hydrants		To install, use or operate fire hydrants or valves intended for fire suppression purposes which are installed on water systems and accessible to a fire apparatus access road that is open to or generally used by the public.	\$50	
Site/Land Development		1 - 50,000 sq. ft.	\$75	
		>50,000 sq. ft.	\$150	
Fire Inspection Fees				

NC Required Inspections		NC mandate that every structure be inspected for fire code violations on a structured timeline. Fee includes initial inspection and (1) re-inspection <b><i>if all corrections are made.</i></b> Subsequent re-inspections with corrections needed will assess additional fees.
		Note: Identified violation(s) of the NC Fire Code, or condition(s) deemed detrimental to the life safety of the occupants, that are not corrected shall be subject to reinspection fee of \$500.00/per violation.
		Note: Issuance of three (3) consecutive re-inspection fees without compliance, the owner, operator, or other responsible person shall be cited to court for violation of NC General Statute 14-68.

		Description	2018-19 Permit Fee	
Tier 1 inspection		0-999 sq. ft.	\$50	
Tier 2 inspection		1,000-2,499 sq. ft.	\$75	
Tier 3 inspection		2,500-9,999 sq.ft.	\$100	
Tier 4 inspection		10,000-49,999 sq.ft.	\$200	
Tier 5 inspection		50,000 sq. ft. and above	\$300	
		<i>Any inspection scheduled after 5:00 p.m. Mon-Fri, weekends, or Town holiday will incur an additional inspection fee</i>	<i>\$75.00/hour</i>	
<b>Other Fees and Charges</b>				
		Description	2018-19 Fee	
Fire Incident Report		Copy of Fire Incident Report	\$3/copy	
		<i>Copy provided at no charge to Owner/Occupant</i>		
Local Fire Training Fee		Annual fee assessed to Durham Community College for use of the training facilities for student fire training.	\$ 2,132	
<b><u>ACCIDENTAL ALARM ORDINANCE****</u></b>		<b><u>All fees pursuant to the Town Code for Accidental Alarm Management (Chapter 15, Article II).</u></b>		
Fire Penalties				
		Authorization to issue and receive settlement of Civil Penalties for any violation of NC Fire Code or Town Code as authorized by Town Ordinance. Specific penalty amounts are specified in Town Code.	See Town Code	

**POLICE DEPARTMENT**

**FEE SCHEDULE**

	Fee
Police Incident Reports	\$.10 per page
Fingerprints	\$15 for 3 cards
Local Criminal History Checks	\$15 per person
Mailing/Fax Fees	\$1 per document
Noise Permits	\$50 each
Solicitation Permits Application Fee	\$10 per person
Solicitation Permits	\$10 each
Permit Renewals	\$5 each
Precious Metal Business Permits	\$180 each
Precious Metal/Taxi Driver Fingerprints	\$38 each
Taxi Driver Permits	\$10 each/2-yr renewal
Taxi Inspection Fees	\$10 per vehicle
Taxi Driver Application Fee	\$10 per driver
Taxi Franchise Application	\$10 per franchise
Taxi Franchise Renewal	\$5 per franchise
Tow Fee	\$135 for a basic tow; Additional \$50 winch fee
Towed Vehicle Storage (0 - 24 hours)	\$5 for the first 24 hours, \$10 for each additional 24 hours
Towed Vehicle Storage (24+ hours)	\$10 per day
Boot Fee	\$50.00
Police Patch	\$5 per patch
Returned Check Charge	\$25 per check
Unregistered False Alarm	\$100
False Alarm Activation 1-3	No Charge
False Alarm Activation 4-5	\$100 per activation
False Alarm Activation 6-7	\$200 per activation
False Alarm Activation 8-9	\$300 per activation
False Alarm Activation 10 or more	\$500 per activation
Available to Court Officials Only	
NC Driving History Checks	\$5 per subject
NC Criminal History Checks	\$15 per subject
Vehicle request for secondary employment	\$25 per hour (not to exceed \$125/day)



## BUILDING INSPECTIONS AND PERMITS

### NOTICE TO ALL APPLICANTS

#### Permit Fees

- \* The following schedule of permit fees is applicable to the Chapel Hill zoning jurisdiction.
- \* Building permit fees are based on the cost of construction.
- \* For all permits, the General Contractor of record is responsible for paying all permit fees.
- \* All fees shall be paid in order to receive a Certificate of Occupancy and final power.

#### Publically Assisted Housing Units

\*The Town agrees to waive certain development-related fees related only for the affordable units for projects that provide permanently affordable homeownership opportunities or provide rental housing that remains affordable for at least 20 years. Affordable is defined as being sold or rented to households earning less than 120% of the Area Median Income as determined and approved by the Town. In this case, otherwise applicable Town application fees, building permit fees, plan review fees, inspection fees, and such other development fees and costs which would otherwise be due shall be waived for the affordable dwelling units identified in the application. To qualify for the waiver for rental development, applicants and Town staff must agree on how affordability will be maintained for a 20-year period and an agreement may be required.

\*If application fees are paid for a proposed development that subsequently converts existing approved market rate units to affordable dwelling units in the development plan, a pro rata refund of any such fees that have already been paid shall be provided to the applicant upon approval of the development to reflect the conversion to affordable units. The refunded amount will be determined by the percentage of the affordable units within the development. In addition, any existing development that receives approval to construct new affordable units may have the fees waived for the new affordable units. This refund or waiver does not apply to any market rate units, or to any fees associated with water, wastewater, or stormwater.

\*Fees are also waived for service projects by non-profits, for a non-profit organization.

#### Re-inspection Fees

\* All additional inspections made necessary due to failure to comply with applicable code requirements shall be hereby designated as "re-inspections" and carry a re-inspection fee of \$60 each for every permit type listed in this fee schedule. Note- Any disputes must be received within 3 business days of the rejection for consideration.

#### Refunds

\* Subpermits are ineligible for refunds

\* **Active** residential building permits may receive refunds of the permit cost (minus the non-refundable administrative review fee) after permit issuance provided no inspections have occurred and all original paperwork is returned to the Building Division.

\* The minimum charge for processing residential permit refunds is \$75.00

\* **Active** commercial permits may receive refunds of the permit cost (minus the non-refundable administrative review fee and any plan review fees) after permit issuance provided no inspections have occurred and all original paperwork is returned to the Building Division.

\* The minimum charge for processing commercial permit refunds is \$100.00

\* No refunds will be issued beyond six months from the date of permit issuance for any permit.

#### After-The-Fact Work without Permits

\* If any person commences any work on a building or service system before FIRST obtaining the required permit(s), that person shall be subject to DOUBLE permit fees unless the Manager or his/her designee finds mitigating circumstances. See current policy for more details about this process.

#### Orange County School Impact Fees

\* An Orange County school impact fee shall be charged and collected on behalf of Orange County for all building permits issued in the Chapel Hill-Carrboro City Schools jurisdiction for every new dwelling unit. For the current fee schedule, call 919-732-8181 or visit the [Orange County Planning Fees \(link\)](#) web page.

#### Orange County Recyclable Materials Fee

\* In addition, as of July 1, 2008, an 8% Orange County recyclable materials fee shall be charged on all permits issued in Orange County. The 8% will be based on total permit fees.

**ADMINISTRATION REVIEW FEE** (This is an upfront non-refundable fee, due at the time of submission, that will be charged on all permits, but applied towards final permit fees due and is based upon the project's construction cost.)

CONSTRUCTION COST		FEE
Up to \$20,000		\$50
\$20,001 to \$50,000		\$100
\$50,001 to \$500,000		\$500
In excess of \$500,001		\$2,500
BUILDING		
PROJECT CONSTRUCTION COST		FEE
\$100 - \$5,000		\$55
\$5,001 - \$20,000		\$100
\$20,001 - \$50,000		\$10 per \$1,000
\$50,001 - \$500,000		Base fee of \$500 plus \$4.50/\$1,000 over \$50,001
In excess of \$500,001		Base fee of \$2,500 plus \$3.50/\$1,000 over \$500,001
MISCELLANEOUS BUILDING FEES		
TYPE OF WORK		FEE
Signs		\$50 for each sign plus trade fees
Mobile Homes		\$250 including trade fees
Construction Trailers		\$150 including trade fees
Insulation (per housing unit OR proposed # of inspections)		60 (per dwelling unit OR proposed # of inspections)
Accessory structures, screen porches, roofs, pergolas, (un)covered decks, Swimming pools		Cost of Construction plus trade fees
Permit Reactivation (See current policy for details)	Residential	\$75
	Commercial	\$100

ELECTRICAL		
TYPE OF WORK	WITHIN TOWN LIMITS	OUTSIDE TOWN LIMITS
Single panel (regardless of size)- This fee will cover the addition, alteration, or changes to any new or existing single panels components	\$115	\$200
Read in/ Read Out (per inspection)	\$100	\$110
MECHANICAL		
TYPE OF WORK	WITHIN TOWN LIMITS*	OUTSIDE TOWN LIMITS*

All interconnected appliances, equipment or connections (each); ductwork, etc (minimum charge)	\$35	\$65
Heat Pump/ Gas Pack	\$70	\$135
Geothermal (each system)	\$70	\$135
Hood System (per inspection/permit)	\$100	\$100
Commercial appliances (each- boilers, chillers, exhaust fans, heat towers, VAV boxes, condensers, ductw	\$70	\$100
<b>PLUMBING</b>		
<b>TYPE OF WORK</b>	<b>WITHIN TOWN LIMITS</b>	<b>OUTSIDE TOWN LIMITS</b>
Per Fixture (in excess of five fixtures)	\$10	\$15
Minimum Charge*	\$50	\$55
Sewer/Water Connection/ Irrigation System	\$50	\$55
Grease Trap/ Oil Interceptor	\$60	\$65
Piping (whole house piping)	\$100	\$150
*For multiple dwelling units, this fee is charged per dwelling unit		
<b>ADDITIONAL SERVICES</b>		
<b>TYPE OF WORK / SERVICE</b>	<b>FEE</b>	
Change of Contractor/ Info (applies each time a contractor or information is changed after permit application submission)	\$110	
Business Occupancy (applies to new or relocation of any occupancy type related to a commercial business <b>except</b> child/ daycare)	\$180	
Temporary Certificate of Occupancy (applies to each TCO issued per permit with a 30 day maximum time period)	Residential \$100-	
Occupancy Reposting (new or existing without active building permit)	\$80	
Day Care Facilities Inspection (applies to any child-care facility)	\$285	
Food Truck/TrailerVendor- Code Administration Fee	\$200/year	
Semi-Annual Electrical School Inspections (one hour increments only, due at time of inspection request)	\$100/hour	
Demolition Permit (per structure)	\$150	
Antenna/ Tower/ Utility/ Cellular/ Solar (includes fees for all work related to Building, Electrical and Plan Review)	\$350	
Stocking Permit	\$100	
Sidewalk Dining	\$100	
Sidewalk Dining Annual review and permit renewal	\$50	
Contractor)	\$10	
Temporary power (per permit)	\$100	
ABC Inspection	\$80	
ORIAS (After-hour/ Weekend Service Request (upfront payment for minimum of two hours per request)	\$85 per hour	
Permit Conference Series with Staff - Large Projects Only	\$6,000	
Records research request, charged at 1 hour minimum	\$60/hr + copy fees for hard copies	

Copy fees	As set by Council townwide
Walkthrough Inspection***	\$60 per inspection/type
***This inspection applies to permitted work only and can only be done when initiated or approved by Town Supervisory or Management Staff.	
<b>Commercial Plan Review</b>	
<b>Project Size</b>	<b>FEE</b>
Up to 4,000 square feet	\$100
4,000 - 15,000 square feet	\$185
15,001 - 40,000 square feet	\$590
In excess of 40,001 square feet	\$1,420
<b>Resubmission Review Fee</b> , charged at 1 hour minimum (On initial permit review, permit fees cover the first resubmission).	Additional \$100 per hour

**Building Valuation Data Table**  
**(For the current Building Valuation Data table, see [www.iccsafe.org](http://www.iccsafe.org))**

For Use in Determining Minimum Total Valuation for Building Permit Fee Calculations

\* The BVD table provides the “average” construction costs per square foot, which can be used in determining permit fees for a jurisdiction. Permit fee schedules are addressed in Section 109.2 of the most current International Building Code (IBC) whereas Section 109.3 addresses building permit valuations. The permit fees can be established by using the BVD table and a Permit Fee Multiplier, which is based on the total construction value within the jurisdiction for the past year. The Square Foot Construction Cost table presents factors that reflect relative value of one construction classification/occupancy group to another so that more expensive construction is assessed greater permit fees than less expensive construction.

\* The BVD is not intended to apply to alterations or repairs to existing buildings. Because the scope of alterations or repairs to an existing building varies so greatly, the Square Foot Construction Costs Table does not reflect accurate values for that purpose. However, the Square Foot Construction Costs Table can be used to determine the cost of an addition that is basically a stand-alone building which happens to be attached to an existing building. In the case of such additions, the only alterations to the existing building would involve the attachment of the addition to the existing building and the openings between the addition and the existing building.

\* *Determination of Total Valuation.* For purposes of determining fees, total valuation shall be either the actual contract price or an applicable amount based on the total square footage of the structure to be built, multiplied by the square foot cost data prescribed on the attached Building Valuation Data Table which is a part of this fee schedule, whichever is greater.

## **PUBLIC WORKS DEPARTMENT**

### **FEE SCHEDULE**

#### **STREETS DIVISION**

The following policy and fee structure is consistent with ITRE's recommendations.

1. Each utility and private contractor is responsible for street repairs to be made either by the respective utility or its choice from a list of approved sub-contractors.
2. The Town retains the responsibility for inspections of repairs to cuts.

#### *Fee Assessments:\**

- a) \$120 per square yard for each of the first ten square yards
- b) \$50 per square yard for each subsequent square yard
- c) \$30 per square yard for work on gravel roads and/or borings/jackings and/or other work outside the roadway, but within the right-of-way

\*These fees are doubled if the street has been resurfaced within the previous two years, or increased one and one half times if the street has been resurfaced within two plus to five years. In addition, on major projects for which the road is severely impacted, especially streets recently resurfaced, the Town may require restoration to include street milling and a complete overlay. Fees may be waived when milling and a complete overlay are required.

#### *Penalties:*

- a) \$150 for failure to obtain a permit prior to starting the project (not applicable for emergency street cuts).
- b) \$150 for failure to repair initial street cut within thirty calendar days.
- c) \$150 for failure to undertake warranty repair within fourteen calendar days.

The Town requires a 5-year warranty on all cuts and restoration work performed by the utility company or private contractor.

Additional sub-base and pavement restoration work required (beyond the area of trench repair) as a result of a major failure (i.e., water line main break) will be billed at the stated square yard rates above, or \$625 (whichever is the lesser of the two amounts).

This policy referenced above has been phased in since FY 2000-2001.

## SOLID WASTE SERVICES DIVISION

### Annual Costs

*Basic Service (Front Load): There is one exception to the below fees. Multifamily developments are eligible for one 8-yard dumpster collection per 25 units per week at no charge.*

*Delinquent accounts are subject to cancellation of service.*

Container Size	1x/week	2x/week	3x/week	4x/week	5x/week	Extra Lift
2 yard	\$600.00	\$1,200.00	\$1,800.00	\$2,400.00	\$3,000.00	\$50 Flat Rate
4 yard	\$740.00	\$1,420.00	\$2,100.00	\$2,780.00	\$3,440.00	
6 yard	\$900.00	\$1,680.00	\$2,500.00	\$3,280.00	\$4,100.00	
8 yard	\$1,070.00	\$1,915.00	\$2,873.00	\$3,831.00	\$4,788.00	

*Commercial Roll-Cart Service: Entities that do not qualify for front loading commercial collection service due to space restrictions and safety concerns may qualify for service via roll carts. The basic fee provides up to three carts per entity for collection once per week. Additional carts can be provided and serviced for a fee.*

*Delinquent accounts are subject to cancellation of service.*

### Annual Costs

Container	Fee
Up to 3 Roll Carts, 1x/week	\$275
Each Additional Container	\$60

*Collection of White Goods, Bulky Items and Electronics: This fee is for collection of large household items and electronic equipment (e.g., refrigerators, stoves, chairs, tables, sofas, televisions, computers, cell phones, printers, etc.). Residents shall contact the Public Works Department to request pickup and make payment prior to collection. The service fee is a minimum of \$15 for up to three items, and \$5 for each additional item.*

Up to Three Items*	\$15
Each Additional Item	\$5
*15 Minimum for Each Collection	

*Compactor Service (annualized cost): Each business in the downtown compactor district is subject to compactor service fees. The fees are based on volume of generation. Examples of high volume generators may include: restaurants and bars with onsite dining, movie theaters, and drug stores. Examples of medium volume generators may include: ice cream and coffee shops. Examples of low volume generators may include: small clothing stores, small retail stores, or small business offices.*

*Delinquent accounts are subject to cancellation of service.*

### Annual Costs

High Volume	\$1,500
Medium Volume	\$750
Low Volume	\$280

*Roll-Off Container Rental (Yard Waste Only)*

Weekday (per day)	\$35
Weekend	\$60

*Curbside Collection of Large Yard Waste Piles: A per truckload fee is charged for the collection of loose piles of yard waste that exceed three (3) cubic yards in size (e.g., greater than a small pickup truckload). Residents must contact the Town to pay and make arrangements for the collection of yard waste piles in excess of three (3) cubic yards. Town staff will make the final determination of the size of the pile and the required number of truckloads to remove it.*

*Collection of Large Yard Waste Piles*

Per Truckload	\$125
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*Yard Waste Container*

Each Container	\$50
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*Single-family residences are eligible for one Town provided household waste roll cart at no charge. A fee is charged for each additional roll cart.*

*Extra Household Waste Container*

Each Container	\$60
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**TRAFFIC ENGINEERING DIVISION**

Traffic Engineering Permits	Permit Fee
Work Zone Traffic Control Permits	
1) Lane/Sidewalk Closure Permits	
Permit Issuance Fee	\$150
Inspection Fee*	\$50
2) Street Closure Permits	
Permit Issuance Fee	\$200
Inspection Fee*	\$50
Traffic Impact Analysis Exemption Permit	
1) Residential with less than 10 lots	\$100
2) Residential with more than 10 lots	\$200
3) Commercial and other	\$350

\*Fee charged on days inspections are conducted. Fee charged only once per day regardless of number of inspections per day. Typically, inspections occur 2-3 days per week for large scale projects (may be more or less depending on need as determined by staff).

## ENGINEERING AND DESIGN SERVICES DIVISION

The following fees would apply to full or partial street construction and/or improvements and/or utility service improvements.

Street Construction/Improvements/Fire Lanes	\$ 2/LF/Travel Lane
Sidewalks/Trails/Paths	\$ 0.50/LF
Water Lines within the Public Right-of-Way	\$ 1/LF
Private Fire Line	\$ 1/LF
Sanitary Lines within the Public Right-of-Way	\$ 1/LF
Linear Stormwater Conveyances	\$ 1/LF
Storm Sewer Structures	\$ 50/EA
Stormwater Control Measures	\$ 500/LF
Urban Streetscape (including sidewalk, ductbank and amenities)	\$ 1.75/LF
Driveway Entrance Inspection Fee (including removal of existing curb/gutter, excavation, forming and concrete placement for new driveway entrance and apron.	\$100/EA
Driveway Entrance Re-Inspection Fee	\$ 50/EA

### Engineering Plan Review Fee for Single Family Subdivision

Base Fee .....	\$500 Lump Sum
Plus Per Property Lot Fee .....	\$100/EA

### Engineering Plan Review Fee for Multi-Family, Institutional, Office or Commercial

Base Fee .....	\$500 Lump Sum
Plus Disturbed Acreage Fee (no rounding).....	\$350/Acre*

\* One Acre Minimum



## Parks and Recreation Fees

PASS AND VISIT FEES			
	YOUNG CHILDREN	YOUTH	ADULTS
	under 8 years	9-18 years	19 and older
	Fees	Fees	Fees
<b>Basketball, Pickleball or Volleyball</b>			
Annual Pass	\$5 R*, \$20 NR	\$5 R, \$20 NR	\$60 R, \$96 NR
20 Visit Pass	NA	NA	\$30 R, \$48 NR
Single Admission	\$1 R, \$2 NR	\$1 R, \$2 NR	\$2 R, \$3 NR
<b>Swimming</b>			
Annual Pass	\$ 93 R, \$140 NR	\$ 140 R, \$234 NR	\$234 R, \$421 NR
Annual Pass - Family* (up to 4 people)			\$491 R, \$842 NR
Annual Pass - Family, (each additional person**)			\$70 R, \$105 NR
6-Month Pass	\$52 R, \$78 NR	\$78 R, \$130 NR	\$130 R, \$234 NR
6-Month Pass - Family (up to 4 people)			\$273 R, \$468 NR
6-Month Pass - Family (each additional person)			\$39 R, \$59 NR
20 Visit Pass	\$24 R, \$30 NR	\$36 R, \$60 NR	\$60 R, \$108 NR
10 visit pass, limited special offers times only	\$14 R, \$21 NR	\$21 R, \$35 NR	\$35 R, \$63 NR
10 Visit AquaFitness Pass			\$60 R, \$97 NR
20 Visit AquaFitness Pass			\$104 R, \$169 NR
Single Admission	\$2 R, \$3 NR	\$3 R, \$5 NR	\$5 R, \$9 NR
Single Aquafitness Visit			\$8 R, \$13 NR
*Family Package: may include grandparents, parents (single, married, registered as domestic partners and legal guardians), and their minor children who reside in the same household, up to 4 people.			
** Additional Family Member: families who qualify for a Family Pass Package may add additional family member minor children who live in the same household, as Additional Family Member for an additional fee.			
<b>Climbing Wall</b>		6-18 Years	19 and older
Annual Pass		N/A	\$145 R, \$240 NR
20 Visit Pass		\$36 R, \$54 NR	\$72 R, \$90 NR
Single Admission		\$ 2.5 R, \$3.75 NR	\$5 R, \$7.50 NR
Climbing Shoe Rental			\$ 3
Belay Certification Renewal			\$10 R, \$16 NR
Belay Instruction and Certification			\$30 R, \$45 NR
Replacement pass/fob	\$6	\$6	\$6
R = Resident, NR = Non-resident			
◊ Annual Passes are good for 1 year from the date of purchase			
◊ Six-month Passes are valid for 6 months from date of purchase			

♦ Visit passes - unused visits expire 1 year from date of purchase

## HOURLY RENTAL FEES

	Resident Fee	Non-resident Fee
<b>Security Deposit</b> (per rental)	\$100 flat fee	\$100 flat fee
<b>Additional Staff Fee, as necessary</b>	\$18	\$18
Must extend 30 minutes past pool use time for aquatics staff, including desk attendants.		
<b>Multipurpose Fields</b>		
Natural Turf - Youth Field	\$25	\$40
Natural Turf - Adult Field	\$40	\$64
Artificial Turf - Youth Field	\$60	\$96
Artificial Turf - Adult Field	\$80	\$128
<b>Baseball/Softball Field</b>	\$40	\$64
<b>Lights (per field, per hour)</b>	\$20	\$20

<b>Field Prep Fee (per field, per prep)</b>	\$25	\$25
<b>Sand Volleyball Court (per court)</b>	\$5	\$8

<b>Tennis Courts</b> (per court)	\$10	\$16
Tennis Court Lights	\$5	\$5
<b>Bocce Ball Court</b>	\$10	\$16
<b>Climbing Wall</b> (plus hourly staff fee, see above)	\$60	\$96
<b>Community Clay Studio</b>	\$30	\$48
One bisque firing for special program	\$22	\$36
One glaze firing for special program	\$30	\$48
<b>Gene Strowd Rose Garden</b>	\$100 deposit	\$100 deposit
<b>Gymnasiums</b>	\$60	\$96
<b>Hargraves Auditorium or Teen Center</b>	\$40	\$64
<b>Hockey Rink (outdoor) at Southern Comm. Park</b>	\$25	\$40
<b>James Wallace Parking Deck Plaza</b> (special application required)	\$45	\$72

<b>Meeting Rooms</b>		
Individuals, for-profit, non-profit closed meetings	\$30	\$48
Non-profit - open meetings	no charge	no charge
*Additional staff fee for rentals outside normal operating hours still applies.		
<b>Mobile Stage</b>	\$1,500 day	\$1,875 day
Additional stage panel/ sound wings	\$60 day	\$75 day
Deposit	\$500	\$500
Set up/Strike Delays	\$80/hour	\$100/hour
Late payment fee	\$100	\$100
<b>HOURLY RENTAL FEES - continued</b>		
<b>Picnic Shelters</b> (per 4-hour block)		
All shelters (except SCP large shelter)	\$35	\$56
Southern Community Park Large shelter	\$50	\$80
Use of a pig cooker at SCP large shelter	\$100 deposit	\$100 deposit
Meadowmont Park	no charge	no charge
<b>Pool Rental</b>	<b>Off-Peak Hours</b>	<b>Peak Hours</b>
A.D. Clark Pool - Entire Pool	\$78 R, \$123 NR	\$90 R, \$144 NR
Community Center Pool - Per Lane	\$12 R, \$20 NR	\$24 R, \$38 NR
Community Center Pool - Entire Pool	\$90 R, \$144 NR	\$120 R, \$192 NR
Homestead LAP Pool - Per Lane	\$12 R, \$20 NR	\$24 R, \$38 NR
Homestead LAP Pool - Entire Pool	\$132 R, \$211 NR	\$180 R, \$288 NR
Homestead Program Pool - Entire Pool	\$120 R, \$192 NR	\$132 R, \$211 NR
Additional Guard Fee for every 20 swimmers over 50	\$13	\$13
<b>Tennis Courts</b> - Daytime use/ Evening use	\$10/ \$20	\$16 / \$32
Homestead Party Package	\$218 R, \$384 NR	\$218 R, \$384 NR
1 hour in pool, 2 hours in meeting room		

MISCELLANEOUS FEES		
Batting Cage Fee (per token = 25 pitches)		\$2 R, \$3 NR
Cancellation Fee (program and rental)		\$10
Returned check fee		\$25
Clay for use in Community Clay Studio		
25-lb bag of recycled clay		cost of new clay market rate + 50%
25-lb bag of new clay		cost of new clay market rate +100%

<b>MUNICIPAL CEMETERY FEES</b>	
Plot Staking	\$25
Monument Staking	\$15
Regular Plot for Residents	\$750
Regular Plot for Non-Residents	\$1,500
Creamation Plot for Residents	\$350
Creamation Plot for Non-Residents	\$700
Cemetery Plot Ownership Transfer	\$15
Copy of a Cemetery Section Map	\$10
Internment Fee* for Residents/Non-residents	\$450
* Internment fee is required only if burial vault or grave liner is not used in accordance with Chapter 6 of the Town Code o Ordinances.	
<b>PLANNING AND DEVELOPMENT</b>	
Recreation Area Multiplier	\$1.55
Payment in Lieu of Recreation Space (per square foot)	\$12
Payment in Lieu of Outdoor Amenity Space, per square foot (Ephesus/Fordham Area)*	\$12
* The mandatory 50% payment in lieu for Recreation Space within the Ephesus/Fordham Form Based Code District may be waived for the portion of any new permanent residential development in which documentation is provided that guarantees that 100% of the dwelling units will be occupied by low-moderate income households (80% of area median income as defined by the Department of Housing and Urban Development) for a minimum of twenty years.	

**PUBLIC LIBRARY**

**FEE SCHEDULE**

<b>Fines for overdue materials</b>	
Adult	\$0.25 per day - maximum of \$5.00 per item
Book Kits, DML equipment	\$2.50 per day - no maximum
<b>Library Card Fees</b>	
Out of County	\$65.00 per year
Lost Card	First one free, \$1.00 after that
<b>Special Services Fees</b>	
Copies/Prints	\$0.15 B/W, .50 color
<b>Lost/ Damaged Items</b>	
Books, Media, Equipment	Item price
<b>Lost/Damaged Parts &amp; Pieces</b>	
CD, DVD, Playaway Cases	\$10
Bags, Maps, Notes	\$5
Book Kit Bags	\$15
Playaway Power Adapters	\$15
<b>Room Rentals</b>	
Large rooms- Non profit per hr	\$64
Large rooms- For profit per hr	\$150
Small rooms & Computer Classroom - per hr	\$30
Catering/kitchen access	\$30
On site staff fee - per hour	\$25
After hours - per hour	\$25
<b>Merchandise</b>	
Promotional products (bookmarks, reusable totes, coozies,	\$1
Children's Accessories (bibs, towels, etc)	\$3
Tote Bag	\$8
Beverage Container (travel mugs, water bottles, etc)	\$10
Kids tees	\$7
Onesies	\$10
Adult tees	\$10
Long-sleeve adult tees	\$15

\*Out of County fee waived for CHCCS, current Town of Chapel Hill Employees, and TOCH retirees with 5 or more years of service

## PLANNING & SUSTAINABILITY

The Manager may negotiate and charge a fee or reimbursement for plan review, amendment or other types of applications not listed in this schedules adopted by the Town Council based on a determination that such fees and reimbursements are reasonably calculated to reflect the cost of Town services associated with said review.

Zoning Compliance Permit (ZCP)	
Staff Review/Administrative Approval (modified fee)	\$505 + \$15/100 SF
Final Plans for Zoning Compliance Permit Issuance	
..--Special Use Permit	\$4,085 + \$15/100 SF
..--Major Subdivision	\$4,085 + \$30/ lot
..--Minor Subdivision	\$480 + \$15/ lot
..--Site Plan Review	\$1,210 + \$15/100 SF
..--Conditional Zoning District	\$4,085 + \$15/100 SF
Resubmittal Fee After 3rd Round of Review	\$1,260
Revised Final Plans/Revised Phasing Plan	\$1,260
RCD Encroachment	\$505
RCD Exemption approval	\$60
Single-Family/Two-Family Staff Review/ Administrative Approval	\$250
Single-Family/Two-Family "Express" Staff Review/ Administrative Approval	\$125
Combined Single-Family/Two-Family ZCP and RCD Encroachment	\$505
Special Events Permit [for-profit events]	\$125
Indoor Pop-Up Event Permit	\$130
Home Occupation	\$125
Tree Canopy Mitigation Fee	\$525 per tree
Food Truck ZCP - Property Owner	\$125
Food truck ZCP - Vendor	\$125
Exceptions to Front Yard Parking Requirements	\$125

Wireless Communications Facility:	
-- Facility in Right-Of-Way, Staff review	\$100
-- Facility in Right-Of-Way, Consultant review	\$500
-- Co-Location or Modification, Streamlined Review (eligible facility)	\$1,000
--Co-Location, Modifications and Upgrades (non-eligible facility), Site Review and Report	\$4,000
--All Others	\$6,500
<b>Ephesus/Fordham District</b>	
Form District Permit	\$12,230 + \$45/100 sq. ft.
Form District Permit Modification	\$1,260
Special Appearance District Certificate of Appropriateness and Modifications	\$420
Urban Designer	\$175/hr. or Actual cost of review
<b>Wireless Communications Facility</b>	
Facility in Right-Of-Way, Consultant review	\$500
<b>Subdivisions</b>	
Preliminary Plat	\$8,175 + \$300/lot
Re-approval (Preliminary Plat)	\$945
Minor Subdivision	\$1010 + \$60/lot
Re-approval (Minor subdivision)	\$250
Final Plat	\$630 + \$60/lot
Recombination Plat or Exempt Plat	\$250
<b>Historic District Commission</b>	
Certificate of Appropriateness	\$380
Combined Certificate of Appropriateness and Zoning Compliance Permit Application	\$570
Building Elevations, Lighting Plan, or Alternative Buffer	\$415

Concept Plan Review	\$380
<b>Community Design Commission (CDC)</b>	
Building Elevations, Lighting Plan, or Alternative Buffer	\$415
Concept Plan Review	\$380
<b>Sign Plan Review</b>	
Individual Sign or Individual Sign Compliant with Approved Unified Sign Plan (single business on one zoning lot)	\$190
Unified Sign Plan (multiple businesses on one zoning lot)	\$315
<b>Site Plan Review</b>	
Site Plan Review and modification*	\$3,145 + \$30/100 sq.ft.*
Extension, Renewal, Minor Change	\$945
Northside and Pine Knolls Neighborhood Conservation Districts only:	
Combined Site Plan Review and ZCP Application	\$245
Project Name Change	\$115
Site Plan for parking exemption/exception	\$125
<b>Special Use Permits</b>	
Special Use Permit or Modification	\$8,175 + \$30/100 sq.ft.*
Single Family Development unrestricted by Floor Area	\$8,175 + \$300/unit
Extension, Renewal, Minor Change, Abandonment, or Revocation	\$1,260
Extraction of Earth Products, Landfill, Cemetery, Park/Ride Terminal	\$8,175 + \$300/unit
Radio/TV Transmitting/Receiving Facility	\$8,175
<b>All Master Land Use Plans*</b>	\$8,175 + \$30/100 sq.ft.*
Abandonment, Revocation	\$1,260
<b>Zoning Map and Text Amendments (Including Joint Planning Areas &amp; Neighborhood Conservation District Overlays)</b>	\$1,260 + \$60/acre***
Conditional Zoning	\$8,175 + \$30/100 sq.ft.*
Minor Change to Conditional Zoning	\$1,260
Research (involving one or more of the following: Zoning Opinion Letter, Paper archives, micro fiche, Zoning Project case history or code compliance history)	\$60/hr.



<b>Plan Amendments</b>	
Proposed revision to adopted Transportation Plan or Transportation Facility Design	\$1,260
<b>Development Plan (OI-4)</b>	\$6,300 + \$125/acre
Site Development Permit	\$5,400
<b>Development Agreement</b>	To be negotiated
Site Development Permit - Carolina North	\$5,400
Development Agreement <i>Compliance</i> Permit - All Others	To be negotiated
Development Agreement Minor Change	\$1,260
Consultant Support and Analysis	Actual cost of services
<b>Board of Adjustment</b>	
Variance or Appeals	\$630
<b>Application Revision, Requiring Additional Review, After Staff Memorandum is Written</b>	50% of original application fee
<b>Development Notification Postcards</b>	
Postcards for Development Notifications per postcard	\$0.85

Notes:

All review fees are doubled if the activity or site change requested has already occurred or been started unless the Manager or his/her designee find that there are mitigating circumstances. Revisions requested more than 30 days after a permit is issued require a new permit application and fee.

Fees are waived for Town of Chapel Hill development applications.

The Town agrees to waive certain development-related fees related only for the affordable units for projects that provide permanently affordable homeownership opportunities or provide rental housing that remains affordable for at least 20 years. Affordable is defined as being sold or rented to households earning less than 120% of the Area Median Income as determined and approved by the Town. In this case, otherwise applicable Town application fees, building permit fees, plan review fees, inspection fees, and such other development fees and costs which would otherwise be due shall be waived for the affordable dwelling units identified in the application. To qualify for the waiver for rental development, applicants and Town staff must agree on how affordability will be maintained for a 20-year period and an agreement may be required.

If application fees are paid for a proposed development that subsequently converts existing approved market rate units to affordable dwelling units in the development plan, a pro rata refund of any such fees that have already been paid shall be provided to the applicant upon approval of the development to reflect the conversion to affordable units. The refunded amount will be determined by the percentage of the affordable units within the development. In addition, any existing development that receives approval to construct new affordable units may have the fees waived for the new affordable units. This refund or waiver does not apply to any market rate units, or to any fees associated with water, wastewater, or stormwater.

Fees are also waived for service projects by non-profits, for a non-profit organization.

The maximum application fee for any Zoning Map Amendment, Subdivision, or Zoning Compliance Permit shall be \$80,000.00.

In the case of a Master Plan and a Special Use Permit submitted concurrently, the application fee shall be waived for the application with the smaller fee.

\* based on square footage of floor area

\*\*Changes to an active application, post-completion of an advisory board or council memorandum that results in additional staff review and revisions to staff memorandum.

\*\*\*Neighborhood Conservation Districts fees are waived for areas in which it is documented that 51% of the property owners are low to moderate income as defined by HUD.

<b>Ordinances and Reports</b>	
Printing Land Use Management Ordinance, Comprehensive Plan, Data Book, Design Guidelines, Historic District Guidelines Handbook, Bicycle Plan, or Pedestrian Plan (per page).	\$0.10 - B&W / \$0.15 - Color
<b>Maps and other documents</b>	
Copying and Printing per page / smaller format (less than 11 x 17)	\$0.10 - B&W / \$0.15 - Color
Copying and Printing per page / larger format (larger than 11 x 17)	\$1/page - B&W / \$2/page - Color
Miscellaneous Scanning, Printing, and Copying / smaller format (less than 11 x 17)	\$0.10 - B&W / \$0.15 - Color
<b>Professional Training Registration (per session)</b>	\$10

<u>GIS Division</u>	
GIS Street or Zoning Map	\$ 25/EA
Aerial Photos	\$ 30/EA
Specialty Maps and GIS Data Services	\$ 65/HR*
* One Hour Minimum	

## **FEE SCHEDULE**

### **COMMUNICATIONS & PUBLIC AFFAIRS OFFICE (CaPA)**

#### *Town Council Agenda Packet Fee:*

The Town of Chapel Hill produces Town Council agenda packets for interested persons. Most materials are available on the Town's Web site, at [www.townofchapelhill.org](http://www.townofchapelhill.org). Paper copies of packets are available at a cost of \$.18 per page.

One agenda packet will be provided free of charge to area media (print and radio) and governmental jurisdictions upon request in electronic format.

Council meeting agendas are provided free of charge. Agenda packets are also available for review at the Reference Desk of the Public Library and at the Town Hall.

#### *Town Code of Ordinances:*

The Town Code of Ordinances contains the Town Charter and all ordinances that govern the Town. The Code is updated bi-annually through supplements produced by the CaPA Department. The Code of Ordinances is available for purchase from Municipal Code Cooperation ([www.municode.com](http://www.municode.com)). A link is also available on the Town's Web site, at [www.townofchapelhill.org](http://www.townofchapelhill.org) under Code of Ordinances "Purchase Codes".

#### *Copying Fees:*

Personal copies may be made in the CaPA Office at a cost of \$.18 per page (black & white) and \$.24 per page (color). Additional charges may be assessed pursuant to N.C. Public Records Law.

#### *Charge for Data Materials:*

Town Council meetings are video taped and may be obtained on DVD for \$3.00 per DVD.

Electronic records may be recorded onto a CD for \$3.00 or onto a Flash drive for \$4.25.

#### *Security Guard:*

When a non-profit organization or outside group reserves a meeting room in Town Hall and no other Town sponsored meeting is being held on the same evening, a fee of \$35.00 per hour for a security guard will be required.

Domestic Partnerships - The Council authorizes through resolution (95-4-24/R-11C) [as found in the 04-24-1991 minutes, Item #9] registration or dissolution of domestic partners. The fee for each registration is \$50.

*Charges for Merchandise:*

Town flag 2 x 3" - \$40

Town flag 5 x 8" - \$125

Town Embroidered Tote Bag - \$25

Silkscreened tote bag - \$8

Drawstring tote bag - \$8

Book: Chapel Hill 200 Years - \$7.50 paperback

Book: Chapel Hill 200 Years - \$15 hardback

Book: A Backward Glance - \$5.25

Caps - \$15 each

Pencils – 10 cents

Temporary tattoos – 25 cents

American legacy booklet - \$2

Lapel pins - \$2

Coffee Mug - \$15

## POLICE DEPARTMENT (PARKING FUND)

### FEE SCHEDULE: MONTHLY PARKING RENTAL RATES, METERED PARKING RATES AND MERCHANT DISCOUNT RATES

The Parking Services Division of the Chapel Hill Police Department operates as an Enterprise Fund and will have flexibility to re-evaluate and adjust rates as indicated to assure the health of the parking fund and build a reserve for future parking-related projects with the approval of the Town Manager.

#### *Monthly Rental Rates:*

Parking Lot	Location	Monthly Rate
127 West Rosemary Lot	127 West Rosemary Street	\$95
140 West Parking Deck	201 West Rosemary Street	\$115
James Wallace Parking Deck	150 East Rosemary Street	\$115
West Franklin/Basnight Lot	113/114 Basnight Lane	\$95
Rosemary/Sunset Lot	602 /604 West Rosemary Street	\$95
Jones Park	300 Purefoy Road	\$75
On-Street Meters	Designated Areas Only	\$95

Patrons are charged a full month's rent for all rentals beginning between the 1st and the 14th of the month. Rentals beginning on the 15th or later will be charged one-half of the monthly rate for the month that the lease begins.

#### *Semester Rental Rates:*

Parking Lot	Location	Semester Rate
127 West Rosemary Lot	127 West Rosemary Street	\$475
James Wallace Parking Deck	150 East Rosemary Street	\$575
Jones Park	300 Purefoy Road	\$475
West Franklin/Basnight Lot	113/114 Basnight Lane	\$475

Patrons are charged a full semester's rent for all rentals beginning between the 1st and the 14th of the month. Rentals beginning on the 15th or later will be charged one-half of the monthly rate for the month that the lease begins.

#### *Rosemary/Columbia Lot : Hourly Parking Rates\**

Hours	Fare Rate
0.0 - 1.0	\$1.50
1.0 - 2.0	\$3.00
2.0 - 3.0	\$4.50
3.0 - 4.0	\$6.00
4.0 - 5.0	\$7.50
5.0 - 6.0	\$9.00
6.0 - 7.0	\$10.50
7.0 - 8.0	\$12.00
8.0 - 9.0	\$13.50

9.0 - 10.0	\$15.00
10.0 - 11.0	\$17.00
11.0 - 12.0	\$19.00
12.0 - 13.0	\$21.00
13.0 - 14.0	\$23.00
14.0 - 15.0	\$25.00
15.0 - 16.0	\$27.00
16.0 - 17.0	\$29.00
18.0 - 19.0	\$31.00
19.0 - 20.0	\$33.00
20.0 - 21.0	\$35.00
21.0 - 22.0	\$37.00
22.0 - 23.0	\$41.00
23.0 - 24.0	\$43.00

*James Wallace Deck: Hourly Parking Rates\**

Hours	Full Fare Rate
0.0 - 1.0	\$1.00
1.0 - 2.0	\$2.00
2.0 - 3.0	\$3.00
3.0 - 4.0	\$4.00
4.0 - 5.0	\$5.00
5.0 - 6.0	\$6.00
6.0 - 7.0	\$7.00
7.0 - 8.0	\$8.00
8.0 - 9.0	\$9.00
9.0 - 10.0	\$10.00
10.0 - 11.0	\$11.00
11.0 - 12.0	\$12.00
12.0 - 13.0	\$13.00
13.0 - 14.0	\$14.00
14.0 - 15.0	\$15.00
15.0 - 16.0	\$16.00
16.0 - 17.0	\$17.00
17.0 - 18.0	\$18.00
18.0 - 19.0	\$19.00
19.0 - 20.0	\$20.00
20.0 - 21.0	\$21.00
21.0 - 22.0	\$22.00
22.0 - 23.0	\$23.00
23.0 - 24.0	\$24.00

\*Peak Period Charge: There is an additional peak charge of \$2.00 for parking in the Rosemary/Columbia Lot or the James Wallace Deck if the vehicle is parked before 10:00 a.m. and departs after 2:00 p.m. on weekdays.

For Special Events, deposits or a flat rate charge may be collected as the patron enters the parking lot, *amount not to exceed \$20.00.*

\*Early Bird Rate Charge: A \$7.00 "flat fee" will be charged to patrons that enter the Wallace Deck before 9:00am and exit before 6:00pm, Monday - Friday. The availability of the Early Bird offer shall be subject to change at any time and does not apply to overnight parking or on days or hours when special event parking prices are in effect. Early Bird Signage will be posted when rates are in effect.

\*Weekend Rate Charge: A \$2.00 charge may be collected to patrons that enter the Wallace Deck and the Rosemary/Columbia Lots beginning Saturdays at the start of operations until 5:00 pm. The availability of the Weekend rate shall be subject to change at any time and does not apply to overnight parking or on days or hours when special event parking prices are in effect. Signage will be posted when rates are in effect.

\*Evening Rate Charge: A \$2.00 charge may be collected as the patron enters the parking lot Monday through Thursday evenings; A \$5.00 charge may be collected as the patron enters the parking lot Friday and Saturday nights beginning at 5:00pm.

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*140 West Deck: Hourly Parking Rates\**

Hours	All Fare Rate
0.0 - 1.0	\$1.00
1.0 - 2.0	\$2.00
2.0 - 3.0	\$3.00
3.0 - 4.0	\$4.00
4.0 - 5.0	\$5.00
5.0 - 6.0	\$6.00
6.0 - 7.0	\$7.00
7.0 - 8.0	\$8.00
8.0 - 9.0	\$9.00
9.0 - 10.0	\$10.00
10.0 - 11.0	\$11.00
11.0 - 12.0	\$12.00
12.0 - 13.0	\$13.00
13.0 - 14.0	\$14.00
14.0 - 15.0	\$15.00
15.0 - 16.0	\$16.00
16.0 - 17.0	\$17.00
17.0 - 18.0	\$18.00



18.0 - 19.0	\$19.00
19.0 - 20.0	\$20.00
20.0 - 21.0	\$21.00
21.0 - 22.0	\$22.00
22.0 - 23.0	\$23.00
23.0 - 24.0	\$24.00

*Metered Parking Rates:*

Length of Stay	Rate
2 Minutes	\$ 0.05
4 Minutes	\$ 0.10
10 Minutes	\$ 0.25
60 Minutes	\$ 1.75

*Off Street Pay Stations:*

Length of Stay	Rate
0-10 Hours	\$1.50 per Hour

*Hours of Operation:*

On-Street Metered Operations - 8:00 a.m. - 6:00 p.m., Monday through Saturday, except for the following holidays: Martin Luther King, Jr. Day, Good Friday, Memorial Day, Fourth of July, Labor Day, Thanksgiving, Christmas and New Year's Day, other town observed holidays, and each Saturday for the month of July.

James Wallace Parking Facility - 24 Hours, Monday through Saturday

Rosemary/Columbia Lot - 24 Hours, Monday through Saturday

140 West Franklin - 24 Hours, Monday through Sunday

Off-Street Metered Operations - 8:00 a.m. - 8:00 p.m., Monday through Saturday, except for the following holidays: Martin Luther King, Jr. Day, Good Friday, Memorial Day, Fourth of July, Labor Day, Thanksgiving, Christmas and New Year's Day and other town observed holidays.

West Franklin Lot – 8:00a.m to 8:00p.m., Monday through Saturday

427 West Franklin Lot – 8:00a.m to 8:00p.m., Monday through Saturday

The Courtyard Lot - S. Roberson Street - 8:00am to 8:00pm, Monday through Saturday

Rosemary/ Sunset Lot - W. Rosemary Street - 8:00am to 8:00pm, Monday through Saturday

West Rosemary Lot - 8:00am to 8:00pm, Monday through Saturday

South Graham Street Lot - 6:00pm to 8:00pm, Monday through Saturday

\* Hours may be adjusted based on seasonal needs.

*Discount Parking:*

The Town of Chapel Hill offers merchants two methods of paying for their customers' parking.

#### Monthly Validation Accounts

Must have appropriate validation provided by the Merchant and approved by Parking Services. The validating merchant is then charged as follows:

Minimum use per month - 50 hrs = 20% discount

Minimum use per month - 100 hrs = 25% discount

*Other Fees:*

#### Residential Parking Permit

Each residence would be eligible for up to five residential permits for a fee of \$25.00 per sticker per year (\$15.00 if purchased in January or later in the permit year) per permit for a residential parking permit. Guest permits will be available at no cost to permanent residents.

**No fee if: Age 65 or older. Resident must provide proof of age.**

#### Annual In-Home Care Permits

Residents or family members who live any of the Town's Residential Parking Permit Zones who have babysitters, or who have disabilities or medical conditions requiring in-home care services may be eligible for In-Home Care Permits for a fee of \$10.00

#### 3-Day Temporary Visitor Parking Permits

Each address in the residential permit area would be eligible for: Up to 10 temporary 3-day visitor parking permits in a year for use by guests valid for residential parking areas only for a fee of \$2.00 per permit;

#### 14-Day Temporary Residential Parking Permits

Each address in the residential permit area would be eligible for: Up to 5 temporary 14-day visitor parking permits for use for guests valid for residential parking areas only for a fee of \$10.00 per permit.

#### Residential Business Parking Permit

Each address in the residential permit area would be eligible for up to five parking permits for business use such as Contractors, Realtors, or Non-Resident Landlords for \$25.00 per month or \$150.00 per year and would be good in the residential permit areas only.

#### Service Vehicle Parking Permit

This permit is for qualifying service vehicles (plumber, electrician, utility, etc.) for \$25.00 per month or \$150.00 per year and would allow parking in the 2 hour metered areas.

#### Reserving a Parking Metered Space

The Parking Services division will “bag” a parking meter when necessary for contractors performing renovation work in the downtown area. The fee is \$15.00 per meter per day.

#### Transponder Fee for Parking

The Parking Services division issues transponders for monthly parking. There is a transponder fee of \$25.00 each for monthly customers with multiple account users in addition to replacement for lost, stolen, or destroyed transponder.

#### Replacement Fee for Parking Permits

The Parking Services division issues residential permits at \$25.00 and guest and temporary parking permits at no cost to the residents. There is a replacement fee of \$15.00 for any lost, stolen, or destroyed permits.

#### Administrative Fee for Dumpster Storage

The fee for a dumpster permit shall be \$10.00 dollars, per day for on-street and off-street lots or as otherwise set from time to time by the Parking Services division. In the event the dumpster is placed in a metered parking space, the fee shall include the additional cost of a daily reserved meter fee for each parking space used.

#### Administrative Fee for Lost Tickets

A Lost Ticket fee shall be charged for customers who exit our manned facilities and claim to have lost their ticket. There is an Administrative Fee of \$20.00 for lost tickets.

#### Special Event Parking Fee

The Parking Services division shall charge a fee for monitoring services for small events. There is a \$30.00 per hour fee, with a 3-hour minimum to be charged for each monitor assigned.

#### Mixed Use Parking Permits

Employers would be eligible to purchase mixed use parking permits for use by employees in areas adjacent to mixed use developments for a fee of \$150.00 each per year.

#### Weekend Deck Parking Pass

The Parking Services division issues transponders for parking for weekend guest of residents of 140 West. This parking permit is good for a 3-day maximum period. There is a transponder fee of \$25.00 each for pass.

#### Downtown Employee Parking Pilot Permit

The Pilot program will make permits available for employees of selected downtown business. Participating employees have access to designated lots starting at 4:30 p.m. each day by displaying a hangtag permit. These spaces would be treated on a first-come, first-serve basis and are not guaranteed as availability fluctuates for a fee of \$150.00 per year.