

Administration

| | | |
|---|---|---|
| Town Code Bound | | \$100 |
| Town Code Unbound | | \$50 |
| Town Code Supplements | per year | \$50 |
| Unified Development Ordinance (UDO) | | \$30 |
| Unified Development Ordinance (UDO) Supplements | per year | \$15 |
| Copies | per page | .15 |
| Copy of digital information | (Purchase of USB flash drives/DVDs, etc., mailing envelopes, mapping service, copy service, etc. – does not include paper copies) | Actual cost (minimum \$10) |
| Sunshine List | per year | \$10 |
| Use of public building | Refundable clean-up deposit | \$50 |
| Town lapel pin | | \$2 |
| 50th Anniversary Cookbook | | \$13 |
| Dowdy Park Adopt-a-Bench | per bench | \$1,400 (vendor-supplied bench. Made with engineered wood to withstand a lot of activity and to match existing benches, for placement within Dowdy Park) |

Permits

| | | |
|---------------------------------------|--|----------------------------|
| Crowd Gathering Event | | \$100 |
| Special Event | Event Site (former Windmill Pt site) | \$100 |
| Vendor Fee | assoc w/Crowd Gathering or Special Events permit | \$25 each or \$200 for all |
| Tent inspection (if applicable) | assoc w/Crowd Gathering or Special Events permit | \$50 |
| | A permit shall be issued for tents, membrane structures, and temporary stage canopies based on the requirements of the 2018 NC Fire Prevention code and shall be determined by the Fire Chief or designee. | |
| Electrical inspection (if applicable) | assoc w/Crowd Gathering or Special Events permit | \$50 |

Administrative Services

| | |
|---|---|
| Tax Rate | \$28.75 per \$100 value |
| Tax Rate - Municipal Service Districts 1 and 2 - additional tax | \$.143 per \$100 value |
| Tax Rate - Municipal Service District 4 - additional tax | \$.01 per \$100 value |
| Tax Rate - Municipal Service Districts 3 and 6 - additional tax | \$.005 per \$100 value |
| Return Check Fee (Excl. Tax Payment) G.S. 25-3-506. | \$35 |
| Return Check Fee (Tax Payment) | \$25 /check or 10% of check, whichever is greater |

Delinquent Taxes – Per G.S. 105-360 (a):

Interest accrues on taxes paid on or after January 6 as follows:

- (1) For the period January 6 to February 1, interest accrues at the rate of two percent (2%).
- (2) For the period February 1 until the principal amount of the taxes, the accrued interest, and any penalties are paid, interest accrues at the rate of three-fourths of one percent (3/4%) a month or fraction thereof.

| | | |
|-----------------|---------|----------|
| Cable Franchise | Initial | \$2,500 |
| Cable Franchise | Renewal | \$10,000 |

Permits

| | | |
|------------------------------------|--|------|
| Beach driving permit | | \$25 |
| Beach driving permit | Duplicate decal | \$2 |
| Bonafide fishing tournament permit | NH Surf Fishing Tournament OB Association of Realtor Fraternal Order of Eagles | N/C |
| Beach Equipment Vendor | Annual | \$75 |

Applications

| | | |
|-------------------------------------|--------------------------------------|-------|
| Massage Therapist (business) | Application includes fingerprint fee | \$150 |
| Operator license | w/verification of State License | N/C |

Administrative Services (cont.)

Vehicle for Hire (business)

| | | |
|----------------------|--------------------------------------|--------|
| Taxicab or Limousine | Application | \$50 |
| Driver permit | Application includes fingerprint fee | \$90 |
| | Driver permit annual renewal | \$7.50 |

Farmers Market

| | | |
|------------------------|-----------------|-------|
| Membership Fee | Annual | \$240 |
| Drop-In Fee | Per market date | \$25 |
| Post-Season Vendor fee | Per vendor | \$15 |

Fees for Business License/Registration

Per G.S. 105-113.77:

Privilege License Tax

| | | |
|-------------------------------|--------------|---------|
| City Beer On and Off Premises | per location | \$15 |
| City Beer Off Premises only | per location | \$5 |
| City Wine On and Off Premises | per location | \$15 |
| City Wine Off Premises only | per location | \$10 |
| Beer Wholesaler | per location | \$37.50 |
| Wine Wholesaler | per location | \$37.50 |

Per G.S. 20-97(d):

Privilege License Tax

| | | |
|------------------|----------------------|------|
| Taxicabs | per vehicle | \$15 |
| Limousines | per vehicle | \$15 |
| Vehicle for Hire | Application fee only | - |

Business Registration:

| | | |
|-----------------------|----------------------|------|
| Business Registration | per location | \$25 |
| Massage Therapist | with State license | - |
| Massage Business | Application fee only | - |

Administrative Services (cont.)

Licenses/Registrations not renewed by September 1st shall be considered delinquent.

- Business Registrations are subject to a civil penalty of \$50.
- Business Licenses are subject to a penalty of 5%.

Penalties will be assessed on September 2nd.

Miscellaneous

| | | |
|---|------------------------------------|--------------|
| Town License Plate | Current year | \$5.50 |
| | Prior years | \$1 |
| Town Flag | | \$50 + tax |
| Budget or Audit documents | | \$10 |
| Street (Powell Bill) map | | \$2 |
| Zoning map | | \$17 |
| Notary public service | | N/C |
| Catamaran Rack Storage at Harvey Sound Access Season runs from June 1 until November 1 | Nags Head resident Non-resident | \$25 \$45 |
| | Monthly | \$10 |
| | Weekly | \$5 |

Facility Fees Town Code Sec. 10-337

(1) Police facility fee:

| | |
|--|----------|
| Single-family/duplex, per unit; private dock | \$154.32 |
| Multifamily, including hotel/motel, per unit | \$155.00 |
| Commercial/industrial, per 1,000 square feet | \$445.66 |

(2) Fire facility fee:

| | |
|--|----------|
| Single-family/duplex, per unit; private dock | \$153.23 |
| Multifamily, including hotel/motel, per unit | \$95.08 |
| Commercial/industrial, per 1,000 square feet | \$246.10 |

Administrative Services (cont.)

(3) Solid waste collection:

| | |
|---|----------|
| Single-family/duplex, per unit; private dock | \$83.04 |
| Commercial/industrial, incl. multifamily and hotel/motel, per cy of dumpster required | \$357.20 |

(4) Administration facility fee:

| | |
|----------------------------------|----------|
| All uses, per unit; private dock | \$382.99 |
|----------------------------------|----------|

(5) Recreation facility fee:

| | |
|---|----------|
| New single-family/multifamily/hotel/motel construction, per dwelling unit; private dock | \$286.00 |
|---|----------|

Credit and debit card convenience fee:

| | | |
|--------------------------------------|---|--|
| Tax, utility, and all other payments | VISA, MasterCard, Discover (AMEX not accepted) | 2.95% of total charge \$1.00 minimum |
| Pit Fire Permits | Use of credit card to pay | \$1.00 (flat fee) |
| E-check convenience fee | | \$1.05 (flat fee) |

Fire Department

| | | |
|--------------------------|--|-------------------|
| Pit Fire Permits | | \$10 |
| - Credit card fee to pay | | \$1.00 (flat fee) |
| Structure Burn Permit | water use additional cost | \$1,500/day burn |
| Tent inspection | A permit shall be issued for tents, membrane structures, and temporary stage canopies based on the requirements of the 2018 NC Fire Prevention code and shall be determined by the Fire Chief or designee. | \$50 |
| Electrical inspection | associated w/large tent or event | \$50 |
| Vehicle use for events | Pickup truck (1/2 ton) – per day | \$12.30 |
| | Mobile command vehicle – per day | \$19.00 |
| | Fire truck – per day | \$78.90 |
| Copy of Incident Report | | \$5 |

Fire Inspection Business

| | | |
|----------------------|---------|------|
| First inspection | | N/C |
| First re-inspection | | N/C |
| Second re-inspection | | \$25 |
| Third re-inspection | per day | \$50 |

New Construction

| | | |
|---|--|-------|
| Standpipe system inspection | | \$50 |
| Fire Sprinkler system inspection | | \$75 |
| Fire Alarm system acceptance testing | | \$75 |
| Kitchen suppression system acceptance testing | | \$75 |
| 2-Hr Hydrostatic test witness | | \$100 |

Fire Department (cont.)

False Alarms

| | |
|--------------------------------------|------|
| First False Alarm of calendar month | N/C |
| Second False Alarm of calendar month | \$25 |
| Third False Alarm of calendar month | \$50 |

Fire Hydrant Testing

| | |
|---|-------|
| Flow testing required for sprinkler system installation or upgrades | \$250 |
|---|-------|

Planning & Development

New Construction

| | | | |
|----------------------------|--------------|------------------------|--------------|
| Residential (per sq. ft.) | | heated non-living | 0.75 0.40 |
| Commercial (per sq. ft.) | | heated & non-living | 0.80 |
| Pool | | | \$250 |
| Electric | | | \$75 |
| HVAC | \$40/unit + | \$5 electrical | min \$75 |
| Plumbing | | | \$75 |
| Gas | | | \$75 |
| Sprinkler | | | \$75 |
| Refrigeration | | | \$75 |
| Sign | | | \$75 |
| Multi-family (per sq. ft.) | \$100/unit + | heated & non-living | 0.80 |
| Hotel (per sq. ft.) | \$50/unit + | heated & non-living | 0.80 |

Building permit fees

| | | | |
|---|--|--|----------------|
| Building re-inspection | | | \$50 |
| Proceeding work w/o a building permit | | | 2x permit cost |
| Proceeding work w/o required inspection | | | ½ permit cost |

Demolition

| | | | |
|--------------------------|--|------------|----------------|
| Single Family | | | \$150/building |
| Duplex | | | \$150/building |
| Hotel | | \$50/unit | min \$250 |
| Multi-family | | \$100/unit | min \$250 |
| Commercial (per sq. ft.) | | 0.75 | min \$250 |

Planning & Development (cont.)

Moving

| | | |
|--------------------------|------------|----------------|
| Single Family | | \$500/building |
| Duplex | | \$600/building |
| Hotel | \$150/unit | min \$1,000 |
| Multi-family | \$300/unit | min \$1,000 |
| Commercial (per sq. ft.) | \$1.00 | min \$1,000 |

Clean Up Deposits

Demolition within AEC

| | | |
|--------------------------|------------|------------------|
| Single family | | \$1,000/building |
| Duplex | | \$1,250/building |
| Hotel | \$100/unit | min \$1,000 |
| Multi-family | \$500/unit | min \$1,000 |
| Commercial (per sq. ft.) | \$1.00 | min \$1,000 |

Demolition outside AEC

| | | |
|---------------|-----------|----------------|
| Single family | | \$500/building |
| Duplex | | \$600/building |
| Hotel | \$75/unit | min \$900 |
| Multi-family | \$75/unit | min \$900 |
| Commercial | | \$900/permit |

Move Within AEC

| | | |
|---------------|------------|----------------|
| Single family | | \$500/building |
| Duplex | | \$600/building |
| Hotel | \$150/unit | min \$1,000 |

Planning & Development (cont.)

| | | |
|--------------------------|------------|----------------|
| Multi-family | \$300/unit | min \$1,000 |
| Commercial (per sq. ft.) | \$1.00 | min \$1,000 |
| <i>Move Outside AEC</i> | | |
| Single family | | \$500/building |
| Duplex | | \$600/building |
| Hotel | \$75/unit | min \$1,000 |
| Multi-family | \$75 unit | min \$1,000 |
| Commercial (per sq. ft.) | 0.50 | min \$1,000 |

Miscellaneous Permit Fees

| | | |
|-----------------------------|---|----------|
| Bulkhead, dock, pier | See Alteration, Additions, Remodeling section | |
| Commercial towers/new tower | \$1.00 Lin. Ft. + \$100 for subs | |
| Electrical inspection | assoc. w/large tent or event | \$50 |
| Fuel pumps | \$25 per pump | min \$50 |
| Fuel storage tank | Per tank | \$200 |
| Hood/duct | | \$100 |

Planning & Development (cont.)

Alterations, Additions, Remodeling (based on actual cost)

Residential, Commercial, Accessory structures, Storage

| From | To | |
|--------------------|-----------|---|
| 0 | \$2,500 | minimum \$100 |
| \$2,501 | \$5,000 | \$130 |
| \$5,001 | \$10,000 | \$160 |
| \$10,001 | \$20,000 | \$190 |
| \$20,001 | \$30,000 | \$220 |
| \$30,001 | \$40,000 | \$250 |
| \$40,001 | \$50,000 | \$280 |
| \$50,001 | \$60,000 | \$310 |
| \$60,001 | \$70,000 | \$340 |
| \$70,001 | \$80,000 | \$370 |
| \$80,001 | \$90,000 | \$400 |
| \$90,001 | \$100,000 | \$430 |
| \$100,001 | \$110,000 | \$460 |
| \$110,001 | \$120,000 | \$490 |
| \$120,001 | \$130,000 | \$520 |
| \$130,001 | \$140,000 | \$550 |
| \$140,001 | \$150,000 | \$580 |
| \$150,001 | \$160,000 | \$610 |
| \$160,001 | \$170,000 | \$640 |
| \$170,001 and over | | \$640 + \$1.50 per \$1,000 valuation above \$170,001 or fraction thereof |

Planning & Development (cont.)

Service Unit Fees

Gallons per Day (GPD)

To calculate Gallons per Day, refer to the NC Administrative Code – 15A NCAC 2T .0014

\$1.77

Small Wireless Facility Review

per application

\$100 per facility – first 5 facilities
\$50 each – next 20 facilities

Miscellaneous Administrative and Zoning Fees

| | |
|---|---|
| Site Plan, Major | 0.50/sf |
| Site Plan, Minor (without or less than 250 sq. ft. of new floor area or lot coverage) | \$75 Waived for eligible Temporary Use Permits |
| Site Plan, Minor (with 250 sq. ft. or greater of new floor area or lot coverage) | \$400 Waived for eligible Temporary Use Permits |
| Variance or Appeal | \$200 |
| Conditional Use/Vested Right | \$200 ea or \$300 combined |
| Erosion & Sedimentation Control | \$50/up to 1 acre + \$40/additional acre and revision |
| Floodplain Review (not associated with building permit) | \$50 |
| Zoning Permit for new single family/duplex | \$150 single; \$275 duplex |
| Zoning Permit associated with single family/duplex with no building permit (i.e., driveway, land disturbance, etc.) | \$25 |
| Zoning Permit for commercial/multifamily in conjunction with building permit | No charge |
| Zoning Permit for commercial/multifamily in conjunction with no building permit (i.e., change of occupancy or use) | \$50 |
| Zoning permit for signage | \$75 (per application, inclusive of all signs) |
| Zoning permit for home occupation | \$50 |
| Zoning map amendment | \$500 |

Planning & Development (cont.)

| | | |
|---|--------|--|
| Unified Development Ordinance (UDO) text amendment | | \$500 |
| Application/Investigation of Sexually Oriented Business (SOB) | | \$300 |
| Subdivision, Minor or Major | | \$75 per lot |
| Exempt subdivision/Recombination | | \$50 per lot |
| GIS maps 11x17 | | \$5/parcel data only \$10/aerial photography |
| GIS maps 17x22 | | \$10/parcel data only \$25/aerial photography |
| GIS maps 22x34 through 36x48 | | \$25/parcel data only \$50/aerial photography |
| Short-term Rental Registration | Annual | \$25 |
| Zoning or Flood Determination Letter | | \$50 |

Police Department

| | |
|--|----------------------------------|
| Town Ordinance Violation | \$50 |
| Permit 24-hr parking at beach accesses for fishing Sep 1 - Feb 1 | \$25 |
| Copies of Accident Reports | \$5 |
| Copies of Investigative Reports | \$5 or 0.15/pg < 33 pgs |
| Off-Duty Security Vehicle Use | \$19.75 per day |
| Fingerprint charges | \$5/set |
| Use of public building | Refundable clean-up deposit \$50 |

Civil Penalties as listed below: **\$50 each**

Traffic Violations **\$50 each**

| | |
|----------------|---|
| Section 42-41 | Failure to obey traffic control devices |
| Section 42-92 | Prohibited riding coasters, roller skates, or similar devices |
| Section 42-92 | Motorized vehicles prohibited on multi-use/pedestrian path |
| Section 42-132 | Obstructing passage of other vehicles |
| Section 42-138 | Prohibited parking in certain places |
| Section 42-139 | Parking in front of driveway or fire hydrant |
| Section 42-140 | Parking in Fire Lane |
| Section 42-141 | Parking on certain streets |

Taxi Cab Violations **\$50 each**

| | |
|---------------|--|
| Section 46-8 | Exceed maximum number of passengers |
| Section 46-9 | Failure to properly mark taxi cab |
| Section 46-11 | Failure to post rates and fares |
| Section 46-13 | Failure to maintain daily manifest |
| Section 46-81 | Taxi cab drivers permit required |
| Section 46-89 | Failure to display taxi cab drivers permit |

Police Department (cont.)

Animal Violations

\$50 each

| | |
|-------------|--|
| Section 6-2 | Owner responsibility violation |
| Section 6-3 | Dog must wear identification and rabies tags |
| Section 6-6 | Mandatory removal of feces |

Beach Violations

\$50 each

| | |
|--------------|--|
| Section 8-1 | Surfing without a leash/within 300 ft. of a pier |
| Section 8-2 | Swimming prohibited (red flags posted) |
| Section 8-4 | Personal watercraft |
| Section 8-62 | Driving on sand dune |

Noise Violation

\$50 each

| | |
|---------------|------------------|
| Section 16-76 | Prohibited noise |
|---------------|------------------|

Street Numbering

| | |
|---------------|---|
| Section 36-46 | Failure to display proper street nos. front/rear of structure |
|---------------|---|

Other

\$50 each

| | |
|----------------|--|
| Section 26-1 | Disorderly conduct/urinating in public |
| Section 12-103 | Peddler/itinerant merchant license required |
| Section 12-104 | Peddler/itinerant merchant-regulations generally |

Alarms

| | |
|--|------|
| Alarm Protection System Permit-Initial | \$50 |
| Alarm Protection System Permit-Renewal | \$25 |
| A - First False Alarm of Calendar Month | N/C |
| B - Second False Alarm of Calendar Month | \$25 |
| C - Third False Alarm of Calendar Month | \$50 |
| D - Fourth False Alarm of Calendar Month | \$50 |
| E - Fifth False Alarm of Calendar Month | \$50 |

Police Department (cont.)

| | |
|--|--|
| Towing of automobiles, vans, pick-up trucks, motorcycles | \$150 (during business hours) \$175 (after hours) |
| Responding to tow request where no hook-up is rendered | 1/2 the corresponding rate above |
| Storage charges until owner/operator takes possession | \$25 per day |
| Excavation application permit | \$50 |

| | |
|--|----------------------------|
| Police Escort to move house/commercial building | \$100 first 2 hours |
| | \$50/hour additional hours |

Public Works

Sanitation Dept.

Dumpsters

| | | |
|-----------------|--|---------------|
| 4 yd side load | | \$1,250 + tax |
| 4 yd front load | | \$1,000 + tax |
| 6 yd front load | | \$1,400 + tax |
| 8 yd front load | | \$1,550 + tax |

Automated carts

| | | |
|------------------------------------|-------------------|------------|
| Trash cart | | \$75 + tax |
| <u>Automated cart repair parts</u> | | |
| Lid (Scheafer lids only) | | \$30 + tax |
| Thru hole Town wheel system | (2 wheels, 1 rod) | \$40 + tax |
| Wheel | Separate | \$15 + tax |
| Rod | Separate | \$10 + tax |
| Rental (automated carts) | | \$15/day |

Miscellaneous

| | | |
|---|-----------------------------|-------------------------------|
| "No Trespassing" signs | two (2) styles | \$30 + tax |
| Town Parks reservation | Refundable clean-up deposit | \$50 |
| Electricity at parks | Upon request | \$5 |
| Review of plans for improvements for existing streets | | \$200 < 250 linear ft |
| | | \$200 > 250 linear ft |
| | | + \$50 per linear ft over 250 |

Water Rates

Water Meter Deposit

| | | |
|--|------------------|-----------------------|
| Residential | \$25 per bedroom | \$50 min. |
| Motel/Hotel/Cottage Court | \$25 per bedroom | \$100 min. \$750 max. |
| Restaurant | \$10 per seat | \$100 min. \$750 max. |
| Commercial | | \$100 |
| Hydrant (for use at Town of Nags Head Public Works/Nags Head Water Distribution) | | \$500 |
| Hydrant (for use at locations not maintained by Nags Head Water Distribution) | | \$450 |

Hydrant Deposit

| | |
|-------------------------------|---------|
| Hydrant 2 1/2" meter with RPZ | \$4,200 |
| Hydrant | \$2,630 |

Excessive water consumption

Water breaks - if undetected water loss is due to a broken or damaged water line, valve, or water heater (toilet valve N/A) - bill adjustment can be made in accordance with Town Policy

Installation of water meter - drop in

| | |
|---------------|-------|
| 3/4" meter | \$175 |
| 1" meter | \$215 |
| 1 1/2 " meter | \$510 |
| 2" meter | \$710 |

Repair Charges

| | |
|---|--|
| Charges on repairs by the Town to meters, meter boxes, hydrants, and valves | Cost of materials + 20% per incident \$50 min |
|---|--|

Water Rates (cont.)

Water Tap Connection

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|-----------------|-------------------------------------|
| ¾" tap | \$650 + meter dep |
| 1" tap | \$670 + meter dep |
| 1 ½ "tap | \$3,545 + meter dep |
| 2" tap | \$4,000 + meter dep |
| Over 2" tap | Cost of materials + 20% + meter dep |
| Cut-off Tag Fee | \$50 |

Water Rates/Usage – Billed bi-monthly

Year-Round Rate

| | |
|---------------------------|-------------------------|
| Minimum 0 - 3,000 gallons | \$39.80 (¾" meter) |
| 3,001 - 15,000 gallons | \$6.95/thousand gallons |
| 15,001 - 40,000 gallons | \$7.80/thousand gallons |
| 40,001 – 75,000 gallons | \$8.30/thousand gallons |
| 75,001 - 200,000 gallons | \$9.15/thousand gallons |
| 200,001 + gallons | \$9.60/thousand gallons |

Penalty

| | |
|---------------------------------|----------------|
| Late fee applied after due date | 10% of balance |
|---------------------------------|----------------|

Meter Size – Billed bi-monthly

Minimum

| | |
|-------------|------------|
| ¾ " meter | \$39.80 |
| 1" meter | \$59.65 |
| 1 ½ " meter | \$114.60 |
| 2" meter | \$218.10 |
| 2 ½ "meter | \$315.35 |
| 3" meter | \$414.05 |
| 4" meter | \$675.30 |
| 6" meter | \$1,683.30 |

Water Rates (cont.)

Miscellaneous Water

| | |
|-------------------------------|------|
| Re-read at customer's request | \$10 |
| Re-read if incorrect | N/C |
| Turn on/off (each incident) | N/C |
| Meter test | \$25 |

(N/C if meter fails - bill will be adjusted)

Customer will be responsible for the repair or replacement cost of damage done by tampering with Town of Nags Head water meters. Criminal and/or civil charges can be filed under G.S. 14-151

Due to the administrative cost of processing reimbursements, the Town of Nags Head does not automatically reimburse final utility bill overpayments of \$5.00 or less. Customers may call and request a refund. After one year, monies will be sent to NC unclaimed funds.

Septic Health

Septic Loan Interest Rate

Prime less 2.5%, minimum of 2.5%
