



Town of Harrisburg, North Carolina

Schedule of Fees Fiscal Year 2019

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Town of Harrisburg, North Carolina
Schedule of Fees
Fiscal Year 2019

GENERAL FEES

Copy Machine Fee	\$0.25 per copy
Passport Acceptance Fee	\$35 per Application
Electric Vehicle Charging Station	\$0.50 per hour
Credit Card Fees	Convenience Fee - \$2.50 per transaction Surcharge - 2.50% of amount of charge
Copy of Town Council or Planning and Zoning Board Meeting (DVD)	\$5

Miscellaneous Zoning Fees

Copy of UDO	\$35
Map Fees	
17" x 22" Maps (ANSI C)	\$10
22" x 34" Maps (ANSI D)	\$15
34" x 44" Maps (ANSI E)	\$20

Double Fees: Where construction begins without the appropriate permits in place, costs shall be doubled.

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PLANNING

Subdivision Case Fees

Conveyance Plat	\$10 per new lot
Preliminary Plat Review	\$1,000 plus \$25 per lot
Preliminary Plat	Applicant Appeal to Elected Board - \$100
Preliminary Plat	Minor Revision - \$500 (no board hearing required)
Preliminary Plat	Major Revision - \$1,000 (board hearing required)
Final Plat Review (Major Subdivision)	\$200 per map sheet (If a third submittal is required an additional review fee will be collected)
Final Plat Review (Minor Subdivision)	\$50 per map sheet (If a third submittal is required an additional review fee will be collected)
Recombination Plats	\$50 per map sheet
Letter of Credit Review	\$200 + Engineer's cost (Includes partial release requests)
Time Extension for Plat Approval	\$150
Sketch Plat Review	\$100
Construction Plans	\$2,000 plus \$50 per acre

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ZONING

Zoning Case Fees

Vested Rights	\$400
Vested Rights Extension	\$150
Zoning Atlas Amendment (Residential - less than 10 acres)	\$400 plus \$5 per acre
Zoning Atlas Amendment (Residential - 10 or more acres)	\$2,500 plus \$25 per acre
Combined Residential Rezoning/Preliminary Plat Expedited Request	\$4,000 plus \$25 per lot
Non-Residential/Mixed Use	\$1,000 plus \$25 per acre
Text Amendment to UDO	\$500
Applicant Appeal to Elected Board	\$300 plus advertised costs
Conditional District Rezoning	\$2,500 plus \$25 per acre*
Appeal to Elected Board by Applicant	\$300 plus advertising costs
Re-advertising Cost (due to applicant action)	\$200 or cost of advertisements (if greater)
Appeal of Planning and Zoning Board Decision Regarding Architectural Review	\$250
Architectural Review	\$150
Street Name Change Petition (privately initiated)	\$500 + cost of new street sign(s)

Double Fees: Where construction begins without the appropriate permits in place, costs shall be doubled.

**Conditional Rezoning Fees are in addition to the base fees for a zoning atlas amendment.*

Town of Harrisburg, North Carolina
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ZONING

Zoning Permit Fees

Single, Two Family structures and mobile homes	\$50
Single Family attached/Multi-Family	\$50 plus \$5 per unit
Residential Addition/Accessory Structures	\$50
Commercial, Institutional and Industrial	\$100
Temporary Construction Trailers	\$75
Temporary Use Permits	\$75
Home Occupation Permits	\$75
Certificate of Occupancy - Non-Residential	\$75
Certificate of Occupancy - Residential	\$50
Zoning Verification Letter	\$50
Certificate of Non-Conformity Adjustment	\$400
Golf Cart Registration	\$20
Sign Permits	
Permanent Sign	\$100
Outdoor Advertising Sign (Billboard)	\$1,000
Zoning Site Plan Review	
Site Plan Review (If a third submittal is required, an additional fee will be collected)	\$500 plus \$5 per acre
Board of Adjustment Fees	
Conditional Use Application	\$1,000 plus \$5 per acre
Variance Application	
Residential	\$500
Non-Residential	\$600
Appeal of Administrator Decision/Interpretation Request	\$250

Double Fees: Where construction begins without the appropriate permits in place, costs shall be doubled.

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WATER & SEWER

Water and sewer charges shall be as authorized by Code Sections 50.44, 51.30 and 51.31, of the Town Code of Ordinances.

Water & Sewer Rates
(Inside Town Limits)

Residential Water Rates	0-2,000 - \$10.38 (first 2,000 gallons) 2,001-6,000 - \$6.37 per additional 1,000 gallons 6,001-9,000 - \$7.39 per additional 1,000 gallons 9,001 and above - \$8.51 per additional 1,000 gallons
Residential Sewer Rates	0-2,000 - \$8.28 (first 2,000 gallons) 2,001 and above - \$7.01 per additional 1,000 gallons
Commercial Water Rates	0-2,000 - \$21.37 (first 2,000 gallons) 2,001-15,000 - \$7.56 per additional 1,000 gallons 15,001 and above - \$8.83 per additional 1,000 gallons
Commercial Sewer Rates	0-2,000 - \$14.25 (first 2,000 gallons) 2,001 and above - \$8.26 per additional 1,000 gallons

Water & Sewer Rates
(Outside Town Limits)

Residential Water Rates	0-2,000 - \$14.84 (first 2,000 gallons) 2,001 and above - \$9.81 per additional 1,000 gallons
Residential Sewer Rates	0-2,000 - \$12.23 (first 2,000 gallons) 2,001 and above - \$10.00 per additional 1,000 gallons
Commercial Water Rates	0-2,000 - \$30.59 (first 2,000 gallons) 2,001-15,000 - \$9.45 per additional 1,000 gallons 15,001 and above - \$10.35 per additional 1,000 gallons
Commercial Sewer Rates	0-2,000 - \$20.97 (first 2,000 gallons) 2,001 and above - \$11.18 per additional 1,000 gallons
Flat Sewer Rates	\$52.22

Storm Water Charge

Charge Per Equivalent Residential Unit (ERU)	\$5.62 / Month
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Town of Harrisburg, North Carolina
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WATER & SEWER

Other Water and Sewer Charges and Fees

Reconnection Charge

Charge for reconnection of water/sewer service after disconnection due to nonpayment	\$100
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Late Fee

Late fee (will be charged on accounts with unpaid balances beyond the 15th of the month)	\$10
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NSF Fee

After customer has been charged an NSF fee three times, the town will no longer accept checks from that customer.	\$25
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Water and Sewer Deposit/Set-up Fee

W/S Deposit (refundable)	\$45
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W/S Set-up fee (one-time fee, non-refundable)	\$25
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Meter Tampering

Meter tampering fee (any misuse of meter by customer)	\$500
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Meter Test Charges

Meter Test Charge (only if meter is working properly; no charge if meter is not working properly)	\$25
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Interrogate Meter - Customer Requested (First request at no cost)	\$50
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Testing Meter - Customer Requested	\$100
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Other Water and Sewer Charges

Non-emergency after hours water cutoffs	\$100
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Meter Change Out - Customer Requested	\$275
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Water use permit for tank/tankers	\$50
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Move existing water service to another location on the same property	At cost (labor, equipment and materials)
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Fees for Violations of Mandatory Water Restrictions

Residential

First offense	\$100
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Second and subsequent offense	\$300
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Commercial/Industrial

First offense	\$500
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Second and subsequent offense	\$1,500
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Town of Harrisburg, North Carolina
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WATER & SEWER

Water Charges

Meter Size (in.)	Water System Development Charges	Facility Charge	Water Meter Delivery Charge	Total	Connection Charge¹
5/8	\$3,350	\$520	\$0	\$3,870	\$1,060
1	\$8,375	\$725	\$0	\$9,100	\$1,110
1 1/2	\$16,750	\$910	\$0	\$17,660	\$1,800
2	\$26,800	\$1,345	\$0	\$28,145	\$2,040
3	\$53,600	Cost + 10%	\$100	To Be Determined	To Be Determined
4	\$83,750	Cost + 10%	\$100	To Be Determined	To Be Determined
6	\$167,500	Cost + 10%	\$100	To Be Determined	To Be Determined
8	\$268,000	Cost + 10%	\$100	To Be Determined	To Be Determined

¹ Time and Materials. Charges can be waived if connections and services installed by applicant. 3-inch and larger services will be charged on a time and materials basis.

Sewer Charges

Meter Size (in.)	Sewer Service Size (in.)	Sewer System Development Fees	Connection Charge²
5/8	4	\$2,220	\$1,060
1	4	\$5,550	\$1,110
1 1/2	4	\$11,100	\$1,800
2	4	\$17,760	\$2,040
3	4	\$35,520	To Be Determined
4	4	\$55,500	To Be Determined
6	4	\$111,000	To Be Determined
8	4	\$177,600	To Be Determined

² Time and Materials. Charges can be waived if connections and services installed by applicant. 3-inch and larger services will be charged on a time and materials basis.

Town of Harrisburg, North Carolina
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WATER & SEWER

Irrigation Service Charges

Meter Size (in.)	Water System Development Charges	Facility Charge	Water Meter Delivery Charge	Total	Connection Charge ¹
5/8" T-Splice	\$3,350	\$520	\$0	\$3,870	\$0
5'8	\$3,350	\$520	\$0	\$3,870	\$1,060
1	\$8,375	\$725	\$0	\$9,100	\$1,110
1 1/2	\$16,750	\$910	\$0	\$17,660	\$1,800
2	\$26,800	\$1,345	\$0	\$28,145	\$2,040
3	\$53,600	Cost + 10%	\$100	To Be Determined	To Be Determined
4	\$83,750	Cost + 10%	\$100	To Be Determined	To Be Determined
6	\$167,500	Cost + 10%	\$100	To Be Determined	To Be Determined
8	\$268,000	Cost + 10%	\$100	To Be Determined	To Be Determined

¹ Time and Materials. Charges can be waived if connections and services installed by applicant. 3-inch and larger services will be charged on a time and materials basis.

Temporary Hydrant Meter Charge

Construction use for 60 days or less	
Temporary meter service charge	\$200
Security deposit	\$1,000

Monthly charges consist of:
 Service charge for meter size
 Usage rates based on meter reading and size

Hydraulic Fire Flow Testing (per test)	\$225
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Private Fire Protection Service Charges

Meter Size (in.)	Fee
<4	\$52
4	\$52
6	\$95
8	\$145
10	\$217
12	\$334

Traffic Control

Temporary traffic control for parades, block parties and special events	
Barricades	\$5/day
Detour signs	\$5/day
Cones	\$0.50 each/day

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ENGINEERING

Residential Construction Plans

Water and Sewer	\$2,500 plus \$100/acre of entire site
Roadway and Storm Water System	\$2,500 plus \$100/acre of entire site
Storm Water Quality and Detention	\$2,000 plus \$100/acre of entire site

Commercial Construction Plans

Water and Sewer	\$2,500 plus \$100/acre of entire site
Roadway and Storm Water System	\$2,500 plus \$100/acre of entire site
Storm Water Quality and Detention	\$2,000 plus \$100/acre of entire site

Other Engineering Review Fees

Grading Plan	\$500 plus \$100 per acre
Expedited Review Fee	\$2,150 Minor Commercial Plan \$6,500 Residential Subdivision/Major Commercial Plan
Revision to Approved Plan	20% of original review fee
Harrisburg Encroachment Application Review	\$250
NC Utility Encroachment Application Review	\$100
NCDOT Driveway Permit Review	\$50
NCDENR - Division of Water Quality Application Review/Execution	\$100
NCDENR - Division of Public Water Supply Application Review/Execution	\$100
"Letter of Intent to Serve" with Water and Sewer (If the proposed site requires a Water Model be run, the fee will be assessed)	\$500
Conditional Re-zoning Plat Review	\$200
Preliminary Plat Review	\$300

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ENGINEERING

Other Engineering Review Fees

Annual Storm Water BMP Inspection/Certification Review	\$300
Infrastructure Inspections	
Roadway	\$0.50 per foot
Storm Sewer	\$0.50 per foot
Water Line	\$0.75 per foot
Sanitary Sewer	\$0.75 per foot
Final Grading	\$25 per acre
Bridge or Culvert, 42" or greater	\$10 per foot
Greenway	\$0.10 per foot
Third Part Testing / Inspections	Actual cost incurred by Town

Review fees cover initial submittal and the second submittal addressing comments. If a third submittal is required, an additional fee will be collected. Fees are due at time of submittal for review to commence.

PARKS & RECREATION

Shelter and Field Rental

	County	
	Resident/Non-Profit	Non-Resident/For Profit
Shelter Rental ^①		
Hourly Rate	\$20	\$30
Half Day	\$80	\$120
Full Day	\$120	\$180
Field Rental		
Harrisburg Park - Field Rental Per Field Hourly Rate	\$25	\$50
Stallings Park - Field Rental Per Field Hourly Rate	\$25	\$50
Light Fee per Field	\$15	\$25

① Refunds of shelter rental fees are subject to a \$10 administrative fee.

Note: Hardship Fee may be considered (requires verification and staff approval)

Town of Harrisburg, North Carolina
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PARKS & RECREATION

Facilities Rental

Municipal Complex	\$25 per hour + Cleaning Deposit (non-refundable)
Meeting space - 800 square feet	Key deposit - \$25 (refundable)
Occupancy Max - 50	Set-up/Breakdown & Cleaning Fee - \$50
Audio/Visual	\$25 (laptop not included)
8 Foot Table	\$5 each
6 Foot Table	\$4 each
4 Foot Table	\$3 each
Chairs	\$1.25 each

① Refunds of facilities rental fees are subject to a \$10 administrative fee.

Athletics

	County	
	Resident ^②	Non-Resident
Pewee Sports (Age 3/4)	\$50	\$80
Baseball	\$90	\$120
Basketball	\$90	\$120
Cheerleading	\$130	\$160
Flag Football (Age 5/6)	\$90	\$120
Football	\$160	\$190
Soccer	\$90	\$120
Softball	\$90	\$120
Late Registration Fee	\$25	\$25

① Refunds of registration fees are subject to a \$10 administrative fee.

② There is a \$250 per family, per season maximum for all sports registration fees. This \$250 maximum does not apply to Pop Warner registration or Out-of-County residents.

Note: Hardship Fee may be considered (requires verification and staff approval)

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FIRE

Fire Inspection Program Fees

Periodic Inspection, State Mandated	\$0.00 1st and 2nd inspections \$25 for the 3rd inspection plus \$150 for each violation not corrected
Foster Care Safety Inspection	\$25
Group Home Safety Inspection	\$25
Daycare State License Inspection	\$50
Fire Certificate of Occupancy (Final Inspection)	\$50
ABC Permit Inspection	\$150

Commercial Building and Site Plan Review Fees

Commercial Plans or Commercial Up-fit Plan Reviews are Done by Square Footage (Sq Ft).

Less than 4,999	\$200
5,000 to 9,999	\$250
10,000 to 24,999	\$350
25,000 to 49,000	\$500
50,000 or greater	\$0.020 per Sq Ft
Fire Site Review for Rezoning Commercial/Subdivisions	\$200
Fire Site Review for Commercial / Subdivisions	\$200

Note: For Multi-Tenant Buildings, Fees are per Tenant

If a third submittal is required, an additional review fee of \$150 will be collected.

Plans Review

Fixed Fire Suppression System (Hood Systems- Ansul)	\$200 - plus \$100 performance test
Fire Alarm System	\$250 - plus \$100 performance test
Sprinkler System [Ⓢ]	\$250 - plus \$100 performance test
Residential Sprinkler System (1 & 2 Family Dwellings)	\$200 - plus \$100 performance test
Stand Pipe System	\$200 - plus \$100 performance test
Fire Pump & Related Equipment	\$200 - plus \$100 performance test

Note: For Multi-Tenant Buildings, Fees are per Tenant

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FIRE

Fire Prevention Education Program Fees

Public Education Events	None
Fire Prevention for Business/Industry	\$25 / hour plus Material Cost Reimbursement

Installation, Construction and Operation Permit Fees

Blasting - 90 days	\$250 (per site)
Explosive Storage	\$200
Carnivals & Fairs	\$200
Covered Mall Buildings	\$200
Exhibits & Trade Shows	\$150 (each)
Fireworks Display: Outdoor/Indoor	\$300 (per day)
Pyrotechnical Special Effects Materials	\$200
Hydrant Flow Test	\$50 (per hydrant)
Spraying & Dipping Operations	\$150
Temporary Membrane Structure, Tents/Canopies	\$50 (each)
Under/Above Ground Storage Tank Installation, Upgrade or Removal	\$200 (per tank)
Fumigation & Thermal Insecticidal Fogging	\$150
Liquid or Gas Fueled Vehicles or Equipment in Assembly Buildings	\$150 (per vehicle)

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FIRE

Fines

Occupying a Structure Without a Certificate of Occupancy	\$500 (each day)
Life Safety Violations of Chapter 10 Involving Exit Obstructions as Described in the North Carolina Fire Code	\$500 (each)
All Open Burning Violations as Described in the Fire Protection Ordinance	\$100 (each)
All Other Violations of the North Carolina Fire Code	\$150 (each)
Parking in a Marked Fire Lane	\$100
Life Safety Equipment Installed without Permit or Plans	\$500

Any system installation prior to plans being reviewed or permit issued will result in fees doubled.