

**TOWN OF WEAVERVILLE
FISCAL YEAR 2025-2026 FEE SCHEDULE ORDINANCE FOR
THE GENERAL FUND AND SPECIAL REVENUE FIRE FUND**

WHEREAS, North Carolina law authorizes Town Council to adopt various fees, rates, fines, and penalties, and Town Council wishes to adopt a fee schedule for Fiscal Year 2025-2026 with an effective date of July 1, 2025;

NOW THEREFORE, BE IT ORDAINED by the Town Council for the Town of Weaverville, North Carolina that the following fee schedule shall be effective beginning July 1, 2025:

Section 1. General Administrative Fees and Miscellaneous Fees

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|---|-----------------------------|
| Returned Check/Bank Draft Fee (G.S. § 25-3-506) | \$25.00 |
| Processing Fees for Electronic Payments | |
| <i>Direct vendor fees charged through electronic payment vendors - These fees shall automatically be updated should changes be made to the fees charged by vendor and the Town Manager is authorized to amend the adopted Fee Schedule to reflect such changes.</i> | |
| MyGovHub (https://weavervillenc.mygovhub.com) Monthly Utility Billing (Visa, Mastercard, American Express, Discover Card) | \$3.50 flat fee |
| PaymentUs (https://ipn.paymentus.com/rotp/towe) Miscellaneous Payments | 2.95% no minimum |
| Special Event Permit Fees | |
| Town Sponsored Event | No Charge |
| Events with No Alcohol | \$300.00 |
| Events with Alcohol | \$600.00 |
| Parade Entry Fee (<i>fees collected support local charitable organizations</i>) | \$20/entry |
| Public Records Request Copying Charges | |
| <i>Applicable postage will be charged for mailing of documents</i> | |
| 8 ½" x 11" black & white single-sided hardcopy (per page) | \$0.02 |
| 8 ½" x 11" color single-sided hardcopy (per page) | \$0.09 |
| 8 ½" x 11" black & white double-sided hardcopy (per page) | \$0.03 |
| 8 ½" x 11" color double-sided hardcopy (per page) | \$0.18 |
| Electronic Copies | no charge |
| Annexation Petition Fee (<i>zoning map amendment fee also applies, see Sec. 5</i>) | \$200.00 |
| Municipal Election Filing Fee | \$20.00 |
| Beer and Wine Privilege Licenses | |
| Taxes will be assessed for all malt beverage and wine licenses in accordance with and as required by N.C.G.S. § 105-113.77 et seq., as the same may from time to time be amended. | |

| Hourly Charges for Equipment/Personnel | |
|--|--------------|
| <i>Hourly charges are for special event permits (unless Town sponsored or supported), standby/watch services, secondary employment, etc. See also the notes below for secondary employment.</i> | |
| Equipment | |
| Pumper Truck | \$150 |
| Ladder Truck | \$220 |
| Ton Truck/Brush Truck | \$35 |
| Command Vehicles | \$30 |
| Tanker | \$40 |
| ATV | \$40 |
| UAV/Drone | \$40 |
| Personnel (see notes below for secondary work) | |
| Fire Department | \$50 |
| Police Department | \$65 |
| Public Works Department | \$30 |
| <p>The rate for Police Department personnel hired for secondary work is \$65/hour for a four-hour minimum. If there is less than 96 hours' notice, it is \$80/hour. If secondary employment is cancelled within 24 hours, the requester is still responsible for a minimum payment of four hours. Holiday pay can be up to \$90/hour.</p> <p>A 4-hour minimum is required for Fire Department personnel hired for secondary work. Minimum staffing for the brush truck, drone, and ATV is two and a minimum staffing of three is required for the engine, ladder, and rescue trucks.</p> | |

Section 2. Fire Department and Code Enforcement Fees

| | |
|--|--------------|
| Construction/Operations Permits | \$100 |
| Automatic Fire Extinguishing System | \$100 |
| Compressed Gas Installation | \$100 |
| Fire Alarm and Detection Systems and Related Equipment | \$100 |
| Fire Pumps and Related Equipment | \$100 |
| Flammable and Combustible Liquid Installations | \$100 |
| Hazardous Materials | \$100 |
| Industrial Ovens | \$100 |
| Liquid Propane (LP) Gas | \$100 |
| Private Hydrant System | \$100 |
| Spraying and Dipping Operations | \$100 |
| Standpipe Systems | \$100 |
| Temporary Membrane Structures (<i>tents, canopies, and air-supported structures</i>) | \$50 |
| Outdoor Event Fire Inspections/200+ square feet Onsite Cooking | \$75 |
| Fuel Dispensing Permit | \$50 |
| Other Required Plan Permit | \$100 |
| Construction Plan Review | |
| ABC Inspections | \$100 |
| Commercial Kitchen Hood Suppression Systems | \$100 |

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| Explosives and Fireworks | \$100 |
| Petroleum Tanks and Related Equipment | \$100 |
| Other Required Plan Review | \$100 |
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| Sprinkler/Fire Alarm System Inspections | |
| Up to 1,000 square feet | \$50 |
| 1,0001 – 5,000 square feet | \$100 |
| 5,001 – 10,000 square feet | \$150 |
| 10,001 – 25,000 square feet | \$200 |
| 25,001 – 50,000 square feet | \$250 |
| 50,001 – 100,000 square feet | \$300 |
| 100,001 – 200,000 square feet | \$350 |
| Over 200,000 square feet | \$400 |
| | |
| Code Violations | |
| Specific Code Violations | \$100 |
| Illegal Burning | \$100 |
| Construction Work/Operations without Permit | \$100 |
| Fire Lane Obstruction/Parking in Fire Lane | \$100 |
| Fire Hydrant Obstruction/Blocking Fire Hydrant | \$100 |
| Nuisance Fire Alarms (<i>3+ in 72 hours; per occurrence beginning with 3rd alarm</i>) | \$100 |
| Tampering with Fire Hydrant | \$500+ repair cost |
| Violation of provision of Weaverville Code of Ordinances | \$100+ |
| Violations which increase hazard of menace of fire, explosion, or other hazardous condition that may delay, hinder, or interfere with Fire Department operations | \$200+ |
| Violations which delay, hinder, or prevent the egress of occupants of a building on fire and/or other emergency or acts which may prevent the operation of fire and/or life safety devices or systems | \$300+ |
| Violations which delay, hinder, or prevent the egress of occupants during an emergency that caused a fire or increased the severity of a fire, or the commission of any acts that prevented the operation of a fire and/or life safety devices or systems during an emergency | \$500+ |
| | |
| Hourly Charges for Equipment/Personnel | See Section 1 |

Section 3. Police Department and Code Enforcement Fees

| | |
|--|--------------------|
| Dangerous Dog Violations (<i>Code Section 4-107</i>) | |
| Class I | \$250/day |
| Class II | \$500/day |
| Class III | \$1,000/day |
| | |
| Unrestrained Dogs (<i>dogs off leash; Code Section 4-80</i>) | \$250 |
| | |
| Parks and Recreation Violations (<i>includes vehicles parking on grass/trail</i>) | \$30/day |

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| Parking Violations | |
| Parked within Handicapped Zone | \$100 |
| Parked within Fire Lane | \$100 |
| Obstructing Traffic | \$100 |
| Blocking Private Driveway | \$100 |
| Parked within 25 feet of Intersection | \$50 |
| Parked in or within 10 of Crosswalk | \$50 |
| Parked within 25 feet of Traffic Sign/Signal | \$50 |
| Double Parked | \$50 |
| Truck Traffic in Restricted Area | \$50 |
| Exceeding Time Limit | \$30 |
| Parked Across Lines | \$30 |
| Exceeding 12 inches from Curb or Street Edge | \$30 |
| All Other Parking Violations | \$30 |
| | |
| Parking Permit for Construction, Loading, and Unloading <i>(per parking space; limited to 2 spaces)</i> | \$15/day |
| | |
| Nuisance Security Alarms <i>(3+ in 72 hours; per occurrence beginning with 3rd alarm)</i> | \$100 |
| | |
| Removal of Traffic Related Signs <i>(including signs, traffic cones, caution tape, barriers, barrels, etc.)</i> | \$300 |
| | |
| Road/Park Closure Violations <i>(using streets, sidewalks, parks areas that have been closed)</i> | \$300 |
| | |
| Golf Cart Violations | |
| First Offense | \$50 |
| Second Offense | \$75 |
| Third and Subsequent Offenses | \$100 |
| | |
| General Violation of Weaverville Code of Ordinances | \$100 min. |
| | |
| Hourly Charges for Equipment/Personnel | See Section 1 |

Section 4. Planning and Zoning and Code Enforcement Fees

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|--|------------------------|
| Residential Zoning Permits | |
| Single Family Dwelling | \$250 |
| Multifamily Dwelling (\$150 plus \$50/dwelling, max \$1,000) | \$300 - \$1,000 |
| Secondary Dwelling | \$150 |
| Addition to Dwelling | \$100 |
| Accessory Structure | \$50 |

FY2025-2026 Fee Schedule Ordinance
General Fund and Fire Fund

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| Deck/Porch | \$50 |
| Home Occupation | \$50 |
| Internal Up-Fit/Renovation | \$50 |
| Temporary Structure/Use | \$50 |
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| Commercial/Industrial Zoning Permits | |
| Commercial/Industrial Structure (\$350 + \$0.05/sqft over 2000, max \$1,000) | \$350 - \$1,000 |
| Commercial/Industrial Addition | \$250 |
| Accessory Structure | \$100 |
| Internal Up-Fit/Renovation | \$100 |
| Telecomm. Tower (per location; *subject to the max allowed by law) | \$4,000* |
| Telecomm. Tower - Co-location, Microcell, Concealed (per location) | \$500 |
| Temporary Structure/Use (annually) | \$100 |
| Mobile Food Vendors: | |
| Daily Permit | \$25 |
| Annually Permit | \$100 |
| | |
| Sign Permits | |
| Sign Permit Fee (\$50 + fee based on surface area of sign [see below], max \$200) | \$50-\$200 |
| Up to 32 square feet | +\$25 |
| 33-64 square feet | +\$50 |
| 65-96 square feet | +\$100 |
| 97+ square feet | +\$150 |
| | |
| Special Use Permit or Related Amendment Fee | \$500 |
| | |
| Rezoning/Zoning Map Amendment Fee and Conditional District Zoning Application Fee | |
| Less than 1 acre or accompanied by an annexation petition | \$250 |
| 1-3 Acres | \$500 |
| 4-9 Acres | \$750 |
| 10+ Acres | \$1,000 |
| | |
| Text Amendment Fee | \$500 |
| | |
| Subdivision Fee | |
| Minor Subdivision (\$100 + \$25 per lot) | \$100-\$200 |
| Major Subdivision (\$300 + \$25 per lot) | \$300+ |
| | |
| Zoning Verification Letter | \$25 |
| Variance, Sidewalk Waiver, and Other Board of Adjustment Matters | \$250 |
| Appeal of and Administrative Decision | No Charge |
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| Fee in Lieu of Sidewalk Construction (or Other Required Work) | TBD |
| <i>The fee is the amount approved by Town Council based on cost estimates provided and staff recommendation. For sidewalk construction the estimate must be based on the linear feet required and must include surveying, engineering, permitting, grading, materials, installation, finishing, and restoration of the area disturbed, and a 5% contingency</i> | |
| Nuisance Violation (which requires Town abatement) | \$100 |
| Violation of Weaverville Code of Ordinances | \$100+ |
| <i>Unless otherwise specifically provided in the Town Code, \$100 charge for each separate and district violation, and for each day of continuing violation; additional civil penalties may be assessed pursuant to Town Code or other applicable law</i> | |

Section 5. Public Works and Code Enforcement Fees

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| Recycling Fee (included on monthly utility bill) | \$3.65 |
| <i>Direct vendor fees charged by Curbside Management. Fee reflects vendor charge as of July 1, 2025.</i> | |
| Solid Waste/Trash Violation | \$50 |
| Construction Debris Violation | \$100+ |
| Public Street Commitment Application Fee | \$200 |
| Street Cut Permit Fee | \$50 |
| Removal of Traffic Related Signs <i>(including signs, traffic cones, caution tape, barriers, barrels, etc.)</i> | \$300 |
| Road/Park Closure Violations (using streets, sidewalks, parks areas that have been closed) | \$300 |
| Hourly Charges for Equipment/Personnel | See Section 1 |

Section 6. Facility Use Fees

For purposes of this section, "Weekday" is Monday through Thursday, "Weekend" is Friday, Saturday and Sunday, "Resident" is any person residing within the municipal limits of the Town of Weaverville.

| | | Resident, Nonprofit, and Employee Rates | Non-Resident and Commercial Rates |
|--|----------------|--|--|
| Community Center Albert Weaver Room | Deposit | \$500 | \$500 |
| | Weekday Hourly | \$25 | \$100 |
| | Weekend Hourly | \$50 | \$150 |
| | Daily Max | \$500 | \$1,500 |
| Community Center Multipurpose Room | Deposit | \$100 | \$100 |
| | Weekday Hourly | \$10 | \$50 |
| | Weekend Hourly | \$25 | \$75 |
| | Daily Max | \$250 | \$750 |
| Community Center Whole Building | Deposit | \$500 | \$500 |
| | Rate | \$750 | \$2,000 |
| Town Hall Community Room | Deposit | \$100 | \$100 |
| | Weekday Hourly | \$10 | \$20 |
| | Weekend Hourly | \$20 | \$30 |
| | Daily Max | \$100 | \$200 |

Section 7. General Provisions

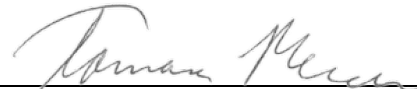
- a. Unless otherwise provided, the charge provided for violations is for each separate and distinct violation and is assessed daily if the violation is continuing in nature. Additional civil penalties may be assessed pursuant to Town Code or other applicable law.
- b. If fees listed in the fee schedule differ from a fee assessed in the Weaverville Code of Ordinances or differ between sections within this fee schedule, the higher applies.
- c. Fees that are noted as daily are assessed for the first day of violation and for each subsequent day of continuous violation.

DULY ADOPTED this the 17th day of June 2025.



Patrick Fitzsimmons, Mayor
Town of Weaverville

ATTEST:



Tamara Mercer, Town Clerk

