
CITY OF WASHINGTON FEE MANUAL



JULY 2009 – JUNE 2010

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Credit Card – Payment by Phone

Definition/Comments – Administration charges to process credit card payments over the telephone

Fees Charged - \$5 per transaction

Revenue Code – 10-00-3839-4300 Administration Charges - Credit Cards

Occupancy Tax

Definition/Comments – Hotels/Motels located within the City limits collect a 6% tax from guests and remit it to the City monthly before the 20th of the following month. 97% of these receipts are then remitted to the WTDA from the City.

Fees Charged – 6% of hotel/motels gross receipts

Revenue Code – 10-00-3270-1110 Local Occupancy Tax

Privilege License & Other Business Regulations

Definition/Comments – Privilege licenses are issued annually to individuals and businesses who conduct business within the City limits.

Fees Charged -

City of Washington Privilege Licenses Tax Schedule

Movies: Selling and Leasing GS 105-36 (GS 160A-211)

Activities: Manufacturing, selling, leasing, furnishing, or distributing films to be shown in motion picture theaters or other places charging an admission fee.

Exemptions: Cities may not tax the activities listed in this section.

Outdoor Theaters GS 105-36.1 (GS 160A-211)

Activities: Operating an outdoor or drive-in movie theater for compensation.

Exemptions: (1) The performance or entertainment must be for the benefit of a religious, charitable, benevolent, or educational purpose; (2) the performance must be exclusively by local talent; and (3) compensation must not be paid to the performers.

City Rate:	0105	Per Annum	\$100.00
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Movie Theaters GS 105-37 (GS 160A-211)

Activities: Operation of a movie theater for compensation.

City Rate: The license tax levied under this section is on each "room" used for screening movies.

0080	Per Annum	\$200/screen room
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For any operating 3 days/week or less the tax shall be ½.

0080	Per Annum	\$100/screen room
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***General Amusements**
GS 105-37.1

Entertainments

Activities: Giving, offering, or managing any form of entertainment or amusement not otherwise taxed or specifically exempted for which an admission is charged.

Exemptions: GS 105-40 exempts from the tax levied by this section the following organizations and activities: a) all exhibitions, performances, and entertainments produced by local talent exclusively for the benefit of religious, charitable, benevolent, or educational purposes, as long as no compensation is paid to the local talent; b) North Carolina Symphony; c) all exhibits, shows, attractions, and amusements operated by a society or association organized under the provisions of Chapter 106 of the General Statutes (agricultural organizations) where a permit has been obtained from the Secretary of Revenue to operate without paying a license tax; d) outdoor historical dramas; e) elementary and secondary school athletic contests, dances, and other amusements; f) dances and other amusements promoted and managed by a qualifying corporation that operates a center for the performing and visual arts if the dance or other amusement is held at the center; g) person exempt from North Carolina income tax who operate a teen center; h) entertainments or amusements offered or given on the Cherokee Indian reservation when the person giving, offering, or managing the entertainment or amusement is authorized to do business on the reservation and pays the tribal gross receipts levy to the tribal council; I) art festivals held by a person exempt from North Carolina income tax provided the following conditions are met: (1) the person holds no more than one community festival a year, (2) each of the arts festivals lasts no more than seven days, (3) the arts festivals are held outdoors on public property and involve a variety of exhibitions and activities; j) community festivals held by a person exempt from North Carolina income tax provided the following conditions are met: (1) the person holds not more than one community festival a year, (2) the community festival lasts no more than seven days, (3) the community festival involves a variety of exhibitions and activities, the majority of which are held outdoors and are open to the public.

City Rate:	0085	Per Annum	\$25
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Dances

Second Street
Gladden Street
Main Street
Market Street
Respass Street
Water Street

Gladden Street to Bonner Street
Second Street to Main Street
Gladden Street to Bonner Street
Third Street to Water Street
Second Street to the Pamlico River
Union Drive to Bonner Street

Exemptions: The following persons and firms are exempt from the peddler's tax:

- a. sellers of farm or nursery products they produced
- b. sellers of crafts of goods they or their household produced
- c. nonprofit charitable, educational, religious, scientific, or civic organizations
- d. sellers of printed material, wood for fuel, ice, seafood, meat, poultry, livestock, eggs, dairy products, bread, cakes, or pies
- e. licensed automobile dealers
- f. peddlers who maintain a fixed permanent location from which they make at least 90 percent of their sales
- g. peddlers who comply with GS 25A-38 through GS 25A-42 (consumer credit sales at residences with right to cancel) or GS 14-401.13 (off-premises sales of consumer goods or services of \$25 or more).

City Rate:

Peddler of Farm Products	1630	Per Annum	\$25
Peddler on Foot	1615	Per Annum	\$10
Peddler with Vehicle	1620	Per Annum	\$25

***Itinerant Merchants**

Activities: Engaging in the business of itinerant merchant, defined as "a merchant, other than a merchant with an established retail store in the city, who transports an inventory of goods to a building, vacant lot, or other location in a city and who, at that location, displays the goods for sale and sells the goods at retail or offers the goods for sale at retail". A merchant who sells goods, other than farm products, in a city for less than six consecutive months is considered an itinerant merchant.

Applicants must be approved by the Economic & Community Development Department and submit the information outlined in Chapter 8 Article IV of the Washington City Code. There is an application fee of \$250.00. This application shall expire 90 days after

the date of issuance unless an earlier date is stated on the license. Renewal fee for application is \$50.00.

Every person, firm, or corporation licensed under this section shall file with the City of Washington a bond payable to the City of Washington in the sum of one thousand dollars (\$1,000), to be executed by the licensee, and by two responsible sureties or a surety company licensed by this State.

*Penalties outlined in Chapter 8 Article IV of the Washington City Code

Exemptions: The same as peddler a,b,c,d, and e, plus the following:

- f. a specialty market vendor at a licensed specialty market or at a specialty market operated by the state or a local government
- g. who locates at a farmer's market
- h. who is part of the State Fair or an agricultural fair licensed by the commissioner of agriculture
- i. who sells goods at an auction conducted by an licensed auctioneer.

City Rate:	1610	Per Annum	\$100
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Specialty Market Operators

Activities: Engaging in the business of operating a specialty market, defined as "a person who rents space, at a location other than a permanent retail store, to others for the purpose of selling goods at retail or offering goods for sale at retail".

City Rate:	0630	Per Annum	\$200
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**Contractors
GS 105-54 (GS 160A-211)**

Activities: Every person who for a fixed price, commission, fee, or wage, offers or bids to construct any building, highway, street, sidewalk, bridge, culvert, sewer or water system, drainage or dredging system, electric or steam railway, reservoir or dam,

hydraulic or power plant, transmission line, tower, dock, wharf, excavation, grading, or other improvement or structure. The contractor must be licensed by the state before city license tax is collected.

Exemptions: No employee or subcontractor of any person or firm that has paid the contractor's license levied by this section shall be required to purchase a contractor's license for himself so long as he is employed by the holder of the license.

This section does not apply to plumbers, electricians, and heating contractors.

Comment: City no longer charges a tax for the activities listed in this section.

***Installing Elevators and Sprinkler Systems**
GS 105-55 (GS 160A-211)

Activities: Engaging in the business of selling or installing elevators or automatic sprinkler systems.

Exemptions: A business may not be taxed under this section if the person does not maintain an established (principal or branch office) place of business in the city. Businesses taxed under this section are not subject to the contractor's license levied in accordance with GS 105-91.

City Rate:	0515	Per Annum	\$100
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Hotels and Motels
GS 105-61 (GS 160A-211)

Activities: Operating a hotel, motel, tourist court, tourist home, or similar place advertising in any manner or soliciting for transient patronage.

Exemptions: In computing the number of rooms, the lobby, clubrooms, office, dining room, kitchen, and rooms occupied by the owner or lessee of the business for his private use shall not be counted.

City Rate:	0855	Per Annum	\$1/room
		Minimum Tax	\$25

Restaurants
GS 105-62 (GS 160A-211)

Activities: Operating a restaurant, cafe, cafeteria, hotel with dining service on the European plan, drugstore, or other place where prepared food is sold.

Exemptions: Cafes or cafeterias in industrial plants that are maintained for the convenience of employees and are nonprofit are exempt from this tax.

City Rate: Per Annum

Seating Capacity for 0-4 customers	1825	\$25
Seating Capacity for 5 or more customers	1826	\$42.50

Music Machines
GS 105-65 (GS 160A-211)

Activities: Operating, maintaining, or placing on location any machine or machines that play records or produce music.

City Rate: **1383** Per Annum \$5/machine

Electronic Video Games
GS 105-66.1 (GS 160A-211)

Activities: Owning or operating machines that play electronic video games when a coin or other thing of value is deposited in the machine.

City Rate: **0070** Per Annum \$5/machine

Dry Cleaners
GS 105-74 (GS 160A-211)

Activities: Engaging in the business of operating a cleaning plant, pressing club, or hat-blocking establishment.

City Rate: Per Annum:

Business does not solicit
business outside of the
county

0440

\$ 50.00

Business does solicit
business outside of the
county

0441

\$100.00

Barbershops and Beauty Salons
GS 160A-211(b)

Activities: Engaging in the business of conducting a barbershop, beauty salon or parlor,
or other shop of like kind.

City Rate: **0230** Per Annum \$2.50/operator

***Tobacco Warehouses**
GS 105-77 (GS 160A-211)

Activities: Engaging in the business of operating a warehouse for the sale of leaf
tobacco on commission.

City Rate: **2045** Per Annum \$50/warehouse

Dealers in Firearms and Other Weapons
GS 105-80 (GS 160A-211)

Dealers in Firearms

Activities: Engaging in the business of selling or offering for sale firearms.

Exemptions: Dealers in antique firearms and weapons of mass death are exempt. Also, persons
who make occasional sales, purchases, or exchanges for the enhancement of a personal
collection of firearms are exempt.

City Rate: **1005** Per Annum \$50

Dealers in Other Weapons

Activities: Engaging in the business of selling or offering for sale bowie knives, dirks, daggers, leaded canes, iron or metallic knuckles, or similar weapons.

City Rate:	1006	Per Annum	\$200
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**Installment Paper Dealers
GS 105-83**

Activities: Engaging in the business of dealing in, buying, or discounting installment paper, notes, contracts, evidences of debt or other securities where a lien is reserved or taken upon personal property located in this state to ensure payment.

Exemptions: Cities may not tax the activities in this section.

**Laundries
GS 105-85 (GS 160A-211)**

Activities: Engaging in the business of operating a laundry, including wet- or damp-wash laundries and businesses known as launderettes, launderalls, and similar types of businesses, or engaging in the business of supplying or renting clean linen or towels or wearing apparel.

City Rate:	1220 Per location	Per Annum	\$50
Business solicits work outside of the county where located.		Per Annum	\$100

**Outdoor Advertising
GS 105-86 (GS 160A-211)**

Activities: Engaging in the business of outdoor advertising by placing, erecting, or maintaining one or more outdoor advertising signs or structures of any nature by means of signboards, poster boards, painted bulletins, or other painted matter; or any other outdoor advertising devices, erected upon the grounds, walls, or roofs of buildings.

Exemptions: Advertising signs of movie theaters; signs on property advertising the business conducted on that property; notices posted by public authority or required by law in any legal proceedings; and signs bearing an announcement of any city or town advertising itself if the sign is maintained at public expense.

City Rate:	0015	Per Annum	\$35
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Loan Agencies, Pawnbrokers, and Check Cashing Businesses

Loan Agencies

Advertising: Engaging in the regular business of making loans or lending money, accepting liens on or contracts of assignment of salaries, wages, or any part thereof, or other security or evidence of debt for repayment of such loans in installment payment or otherwise; and maintaining in connection with such activity any office or established place for the conduct, negotiation, or transaction of such business, or advertising or soliciting such business in any manner.

Exemptions: Does not apply to banks, industrial banks, the negotiation of loans on real estate, credit unions, trust companies, and savings and loan associations.

City Rate: **1260** Per Annum \$100

Pawnbrokers

Activities: Engaging in the business of pawnbroker, defined as lending or advancing money or other things of value for a profit, and taking as a pledge for such loans specific articles of personal property to be forfeited if payment is not made within a definite time.

Applicants must be approved by the Police Department and submit the information outlined in GS 91A-6.

Every person, firm, or corporation licensed under this section shall file with the City of Washington a bond payable to the City of Washington in the sum of five thousand dollars (\$5000), to be executed by the licensee, and by two responsible sureties or a surety company licensed by this State.

City Rate: **1605** Per Annum \$100

*Penalties outlined in GS 91A-10

Check-Cashing Businesses

Activities: Engaging in the business of check cashing, as regulated under Article 22 of Chapter 53 of the General Statutes. This is the business of cashing checks, drafts, or money orders for a fee.

Exemptions: Banks, savings institutions, credit unions, farm credit systems, and businesses principally engaged in the retail sale of goods or services are exempt from the taxes in this section.

GS 105-89.1 (GS 160A-211)

Activities: Engaging in the business of buying, selling, distributing, or exchanging motorcycles, motorcycle supplies, or any of such commodities.

City Rate: **1390** Per Annum \$12.50

**Emigrant and Employment Agents
GS 105-90 (GS 160A-211)**

Activities: Engaging in the business of soliciting, hiring, or contracting with laborers for employment out of state; or engaging in the business of securing employment for a person or persons and charging a fee, commission, or other compensation.

Exemptions: The following employment agencies and persons are exempt from the tax levied by this section: federal, state, and local agencies; agencies whose sole business is procuring employees for work in the production and harvesting of farm crops within North Carolina; and nonprofit registries for registered nurses and licensed practical nurses.

City Rate: **0525** Per Annum \$100.00

**Plumbers, Heating Contractors,
and Electricians
GS 105-91 (GS 160A-211)**

Activities: Engaging in the business of a plumber, installing plumbing fixtures, piping or equipment, steam or gas fitter, hot-air heating systems, electrical equipment, or offering to perform such services.

Exemptions: A person engaged exclusively in a business licensed under this section is not liable for a license tax levied under GS 105-54 (contractors) or GS 105-55 (installing elevators and sprinkler systems).

Comment: City no longer charges a tax for the activities listed in this section.

**Manufacturers and Sellers of Ice Cream
GS 105.97 (GS 160A-211)**

Activities: Engaging in the business of manufacturing or distributing ice cream at wholesale.

Exemptions: This tax does not apply to a farmer who manufactures and sells only the products of his own cows.

City Rate:

*Continuous Freezer	0410	Per Annum	.37/gal. capacity
		Per Freezer Minimum	\$12.50
*Non-Continuous Freezer	0411	Per Annum	1.25/gal. capacity
		Per Freezer Minimum	\$12.50
Non-Standard Freezer	0415	Per Annum	\$50.00

* Gallon capacity is based on the rated capacity in gallons per hour according to the manufacturer's rating. A non-standard freezer is one without a manufacturer's capacity rating.

**Chain Stores
GS 105-98 (GS 160A-211)**

Activities: Engaging in the business of operating or maintaining in this state, (a) two or more stores or mercantile establishments under the same general management, supervision, or ownership where goods, wares, or merchandise are sold or offered for sale, or from which such goods, wares, or merchandise are sold or distributed at wholesale or retail; or (b) controlling by lease, either as lessor or lessee or by contract, the manner in which any such store or stores are operated, or the varieties, character, or brands of merchandise which are sold therein.

Exemptions: The following activities are not subject to the chain store tax levied by this section: retail or wholesale dealers in motor vehicles and automotive equipment and supply dealers at wholesale who do not sell other items taxable under the chain store tax; retail stores of nonprofit organizations engaged exclusively in the sale of merchandise processed by handicapped persons employed by nonprofit organizations in North Carolina; manufacturers and retail and wholesale dealers who sell fertilizers, farm chemicals, soil preparations, or seeds; retail outlets, commonly known as "bakery thrift stores", owned and operated by wholesale bakeries at locations apart from the wholesale bakery under the same ownership, management, and control of the wholesale bakery and used solely as retail outlets for the surplus or broken products of the wholesale bakery when the operation of such stores is only incidental to the operation of the wholesale bakery.

City Rate: **0310** Per Annum \$50.00

**Distributing or Selling Motor Fuels at Wholesale
GS 105-99 (GS 160A-211)**

Activities: Engaging in the business of distributing or selling at wholesale any motor fuels.

Exemptions: Cities may not tax the activities listed in this section.

**Cooperative Marketing Associations
GS105-102.1 (GS160A-211)**

Activities: Every cooperative marketing association operating solely for the purpose of marketing the products of its members or other farmers, which operations may include activities that are directly related to such marketing activities, and turning back to them the proceed of sales, less the necessary operating expenses of the association, including interest and dividends on capital stock, on the basis of the quantity of product furnished by them, and every mutual ditch or irrigation association, mutual or cooperative telephone association or company, mutual

canning association, cooperative breeding association, or like organization or associations if a purely local character deriving receipts solely from assessments, dues, or fees collected from members for the sole purpose of meeting expenses, or production credit associations organized under the act of Congress known as the Farm Credit Act of 1933.

Exemptions: Cities may not tax the activities listed in this section.

**Banks
GS 105-102.3**

Activities: Banks and banking associations, including each national banking association that is organized and operating in North Carolina as a commercial bank, an industrial bank, a savings bank created other than under Chapter 54B of the General Statutes or the Home Owners' Loan Act of 1933, a trust company, or any combination of such facilities or services and whether such bank or banking association is organized under state or federal law.

Exemptions: Cities may not tax the activities listed in this section.

**Miscellaneous Business License
GS 105-102.5 (GS 160A-211)**

Video Rental or Sale

Activities: Selling, leasing, furnishing, and/or distributing movies, including video movies, for use in places where no admission fee is charged or in schools or other institutions of learning.

City Rate:	2210	Per Annum	\$25.00
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Bicycle Dealers

Activities: Selling bicycles, bicycle supplies, or bicycle accessories.

City Rate:	0245	Per Annum	\$25.00
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Automatic Machines

Activities: Selling or renting any of the following types of automatic machines: (a) office machines, including cash registers, typewriters, word processing equipment, addressograph machine, adding machines, bookkeeping machines, calculators, billing machines, check writing machines, copying machines, dictating equipment, and data-processing equipment; (b) home appliances, including washing machines, clothes dryers, refrigerators, freezers, vacuum cleaners, air-conditioning units (other than permanently installed units using internal ductwork), and sewing machines; and (c) warning devices, including burglar alarms and smoke alarms.

Exemptions: Cities may not tax the activities listed in this section. Cities may tax the business of servicing any of the machines listed in the subsection under gross receipts. Cities may levy a tax on the business of selling computer software under gross receipts, although cities are prohibited from levying a tax on businesses that sell or lease computers.

Campgrounds and Trailer Parks

Activities: Operating for profit a campground, trailer park, tent-camping area, or similar place and advertising or soliciting transient patronage. It is irrelevant whether rental to patrons is on a daily, weekly, biweekly, or monthly basis.

City Rate:	0303	Per Annum	\$12.50
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Pool Tables

Activities: Operating billiard or pool tables, whether by slot (coin) or otherwise.

Exemptions: The following organizations operating tables are exempt from the tax: fraternal organizations having a national charter; American Legion Posts and posts of other local veterans' organizations chartered by Congress or organized and operating on a statewide or national basis; YMCAs; YWCAs; and nonstock, nonprofit, charitable recreational corporations, foundations, or centers to which a city or county contributes any portion of the operating funds.

City Rate:	1655	Per Annum	\$25.00
	Per location		

Bowling Alleys

Activities: Operating a bowling alley or alleys of like kind.

Exemptions: The same as for pool tables, above.

City Rate:	0260	Per Annum	\$10/alley
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Sundries

Activities: a) The sale of sandwiches in drugstores or other stands or places not licensed and taxed as a restaurant; b) operating, maintaining, or placing on location fewer than five of the following types of dispensers or machines: dispensers of cigarettes or other tobacco products, dispensers of soft drinks, dispensers of food or other merchandise, or weighing machines; c) retailing soft drinks; or d) retailing or jobbing cigarettes or other tobacco products.

Exemptions: Sales of milk, milk drinks, dairy products, and newspapers through dispensers or by other means are exempt from this tax. Sales through dispensers of merchandise for 5 cents or less are also exempt.

City Rate:	1980	Per Annum	\$4.00
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***Pinball Machines and Similar Amusements**

Activities: Operating a bagatelle table; merry-go-round or other riding device; hobbyhorse; switchback railway; shooting gallery; swimming pool; skating rink; other amusements of a like kind; or a place for other games or play with or without name at a permanent location.

Exemptions: Any of the listed activities that are used exclusively for private amusement or exercise are exempt. Articles taxed under GS 105-65 (music machines) and under GS 105-66.1 (electronic video games) are also exempt from taxation under this subsection.

City Rate: **0090** Per Annum \$25.00

Sale of Pianos and Record Players

Activities: Selling, offering or ordering for sale, repairing or servicing pianos, organs, record players, records, tape players, tape cartridges designed for use in tape players, television sets, television accessories and repair parts, radios (including radios designed for exclusive use in motor vehicles), and radio accessories and repair parts.

Exemptions: Persons licensed under this subsection are not required to purchase a license under GS 105-89 for selling, installing, or servicing motor vehicle radios.

City Rate: **1635** Per Annum \$5.00

Seller of Ice Cream

Activities: Selling at retail ice cream purchased from a manufacturer who has not paid the manufacturer's tax levied by GS 105-97; or manufacturing ice cream using a counter freezer and selling at retail only.

Comment: "Ice Cream" includes frozen custards, sherbets, water ices, yogurt, and similar frozen products.

City Rate: **0421** Per Annum \$2.50

**User of Newsprint
GS 105-102.6**

Activities: Engaging in the business of producing publications printed on newsprint and acquiring and using newsprint for this business.

Exemptions: Cities may not tax the activities taxed under this section. But Cities are not prohibited from taxing newspapers under gross receipts for engaging in the business of selling newspapers or selling advertising.

***Retail Malt Beverages, Beer, and Wine
GS 105-113.77**

Activities: A person holding any of the retail ABC permits listed below for an establishment located in the city.

Comments: The rate of license tax levied under this section shall be for the first license issued to a person; for each additional license of the same type issued to that person for the same year is one hundred ten percent (110%) of the base license tax, that increase to apply progressively for each additional license. The license year for local governments is May 1 to April 30 for this section.

City Rate:

On Premises Malt Beverages	0020	Per Annum	\$15.00
Off Premises Malt Beverages	0025	Per Annum	\$ 5.00
Both On & Off Premises Malt Bev.	0027	Per Annum	\$20.50
On Premises Wine*	0030	Per Annum	\$15.00
Off Premises Wine*	0035	Per Annum	\$10.00
Both On & Off Premises Wine*	0037	Per Annum	\$26.00

*Fortified or Unfortified

***Wholesale Malt Beverages, Beer and Wine
GS 105-113.79**

Activities: Engaging in the business of selling or distributing beer and wine at wholesale within the corporate limits of the city.

Exemptions: The wholesaler tax may not be charged to a business located outside the city limits.

Comments: The license year for local governments is May 1 to April 30 for this section.

City Rate:

Beer or Wine	0040	Per Annum	\$37.50
Beer and Wine	0050	Per Annum	\$62.50

For one distribution, where
the annual tax is not paid

0011

\$12.50

***Balloons, Novelties, And/Or Souvenirs**

Activities: Offering for sale balloons, novelties, and/or souvenirs.

City Rate:	0210	Per Day	\$ 5.00
	0215	Per Week	\$20.00

Coupons And/Or Trading Stamps

Activities: Engaging in the business of issuing, selling, and/or distributing coupons, trading stamps, certificates, tokens, or other similar devices to firms or corporations.

City Rate:	0350	Per Annum	\$200.00
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Day-Care Centers

Activities: Operating a day-care facility, defined as "any child day-care center or child care arrangement which provides day care for more than five children, not including the operator's after school children, under the age of 13, on a regular basis of at least once per week for more than four hours but less than 24 hours per day".

Exemptions: Public and non-public schools, summer camps, summer day camps operated by non-profit organizations, Vacation Bible Schools, facilities licensed under Chapter 122 for the mentally ill and mentally retarded, and cooperative arrangements among parents for child care.

City Rate: Facilities shall pay the following **per annum** tax:

Fewer than 50 Children	0451	\$100.00
50 to 99 Children	0452	\$200.00
100 to 149 Children	0453	\$400.00
150 to 200 Children	0454	\$600.00
More than 200 Children	0455	\$800.00

Exhibition Shows

Activities: Every person using a location for the purpose of an exhibition or show where merchandise, wares, or other tangible items are displayed for show and/or sale either out-of-doors or in a building occupied in whole or in part for a period not to exceed one week.

City Rate:	0012	Per Week	\$50.00
		Or Fraction Thereof	

Fortune-tellers

Activities: Engaging in the business of telling or pretending to tell fortunes, practicing the art of palmistry, clairvoyance, and other crafts of a similar kind for a reward.

Exemptions: Fortune-tellers and persons practicing similar crafts who appear under contract in theaters licensed under GS 105-37 are exempt from the tax in this section.

City Rate:	0650	Per Annum	\$500.00
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*Manufacturers

Activities: Engaging in the business of manufacturing or conducting a business as a manufacturer. The term "manufacturing" shall mean the producing by the person to be taxed of a new article for use or ornament by the application of skill and labor to the raw material of which it is composed, or the making of a new product by the person to be taxed from raw or partially wrought materials. The tax shall apply to each separate plant or manufacturing place operated by the person to be taxed.

City Rate:	Graduated Tax Based on Gross Sales	1309
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Annual Gross Sales \leq \$25,000	Per Annum	\$50.00
Annual Gross Sales in excess of \$25,000	Per Annum	.80/1,000 over 25,000
	Maximum Tax	\$1,500.00

Activities: Any manufacturer that sells at retail, in addition to the license tax imposed for manufacturing, shall pay an additional license tax for each retail operation or location operated by him or for him.

City Rate: Same as above

Manufacturer's Agents

Activities: Every person acting as an agent for a manufacturer, and in such capacity handling, selling, or dealing in the manufactured products of the manufacturer represented.

City Rate: **0004** Per Annum \$50.00

Manufacturer's Offices

Activities: Every person engaged in the business of manufacturing outside the city that maintains a local office inside the city for any purpose other than conducting retail or wholesale business.

City Rate: **0005** Per Annum \$50.00

City Rate: Graduated Tax Based on Gross Sales **1345**

Annual Gross Sales ≤ \$25,000	Per Annum	\$50.00
Annual Gross Sales in excess of \$25,000	Per Annum	.80/1,000
	Over \$25,000	
	Maximum Tax	\$1,500.00

Wholesale

Activities: Engaging in any kind of business at wholesale or in the capacity of a jobber shall pay a tax for each store or place of business operated. Wholesale shall be deemed to be any person, partnership, or corporation selling tangible personal property to anyone other than the ultimate consumer.

City Rate: Graduated Tax Based on Gross Sales **1350**

Annual Gross Sales ≤ \$25,000	Per Annum	\$50.00
Annual Gross Sales in excess of \$25,000	Per Annum	.80/1,000
	Over \$25,000	
	Maximum Tax	\$1,500.00

***Service Establishment**

Activities: Engaging in the business of rendering or furnishing personal, industrial, commercial, or home services to others for compensation and not otherwise specifically taxed under this ordinance and not exempt from taxation for license tax purposed by the statutes of the state. The tax shall be paid for each store or place or type of business operated.

Comment: The following are examples of businesses taxed by this section:

Advertising	Tent Repair	Shoe Shine Business
Bookbinding	Engraving	Carpet Cleaning/Repair
Gunsmithing	Lithography	Cold Storage Plant
Locksmithing	Blacksmithing	Interior Decorating
Car Rental	Photoengraving	Multigraphing Service
Printing	Shoe Repair	Parcel Delivery Service

Upholstry	Watch Repair	Rock Crusher/Quarry
Storage	Appliance Rental	Appliance Repair
Welding	Landscaping	Finishing/Resurfacing Floors
Rental Service	Furniture Repair	Delivery/Hauling Services
Painting	Awning Installer	Janitorial/Cleaning Services
Tree Service	Roofing	Tinning Contractor
Sign Contractor	Sheet Metal Contractor	Ventilation Contractor

This list is meant to be illustrative of the kinds of activities that are taxed as a service. The fact that an activity is not listed in this section does not exempt it from taxation. Any service activity shall be taxed under this section, and some businesses may operate a service business, taxable under this section, and a sales and manufacturing business, taxable as a sales business or as a manufacturing business, or, in some instances, both.

City Rate: Graduated Tax Based on Gross Sales **1944**

Annual Gross Sales ≤ \$25,000	Per Annum	\$50.00
Annual Gross Sales in excess of \$25,000	Per Annum	.80/1,000
	Over \$25,000	
	Maximum Tax	\$750

Comment: City no longer charges a tax for any service contractor activities listed in this section when the contractor must obtain a building permit.

Additional Business License Regulations

I. Taxicabs

Taxicabs - rates of fares-

The city council shall from time to time adopt a schedule of rates to be charged by taxicabs for hauling passengers. The schedule of rates so fixed shall remain in effect until changed by the city council. The schedule of rates so fixed shall be at all times prominently posted and displayed in such taxicab so as to be visible to the passengers therein, and a copy shall be filed in the office of the city clerk.

(Code 1972, § 24-9; Code 1993, § 8-52)

Taxicab - Fees and refunds-

Each person seeking an original permit under this article shall pay to the city tax collector **a fee of ten dollars (\$10.00) for such permit with the application. In the event that such application is denied, a refund of five dollars (\$5.00) of such fee shall be made.** A person seeking a reissue license shall pay a fee of five dollars (\$5.00) for such reissue license.

(Code 1972, § 24-21; Code 1993, § 8-107)

II. Massagists.

- (a) No person shall act as a massagist unless such person has first applied for and received the privilege license provided for by this section.
- (b) The application for the license required by this section shall be in writing and filed with the city clerk. The application shall contain the following information:
 - (1) The name, age and residence address of the applicant;
 - (2) A complete statement of the previous businesses or occupations of the applicant for the two (2) years immediately preceding the date of application, including any massage establishment experience;
 - (3) A complete statement of all convictions of the applicant for any criminal offenses, other than traffic violations;
 - (4) A complete statement of any revocation of any license granted by any governmental unit to the applicant to engage in the business or profession of massage, whether as a massagist or a massage business operator; and
 - (5) The date and place of applicant's birth, the name of applicant's parents and the residence address or addresses of the applicant for the five (5) years immediately preceding the date of application.
- (c) The applicant shall submit, as part of the application required in subsection (b) hereof, a medical certificate signed by a physician licensed to practice in the state, within seven (7) days of the date of application. The certificate shall state that the applicant was examined by the certifying physician and that the

applicant is free from communicable disease. The additional information required by this subsection shall be provided at the applicant's expense.

- (d) The city clerk shall transmit a copy of the application to the police department for an investigative report. The police department shall, within a reasonable time, not to exceed forty-five (45) days, report the results of its investigation to the city clerk.
- (e) The city clerk shall submit the application, together with all reports required by this section to the city council. The city council shall approve such application if the council determines:
 - (1) That the applicant is at least eighteen (18) years of age;
 - (2) The application contains no misstatement of fact;
 - (3) The applicant has not been convicted of any crime involving sexual misconduct, or violation of any federal statute relating to prostitution, or for violation of any law or ordinance of any governmental unit concerning or related to the business or profession of massage;
 - (4) The applicant has not, for the three-year period preceding the application, had a previously issued license for engaging in the business or profession of massage revoked; and
 - (5) The applicant is free from communicable disease as evidenced by the medical certificate required herein.
- (f) Upon approval of the application by the city council and upon receipt of a (\$100) one-hundred-dollar license fee, the collector of revenue shall issue a privilege license to the applicant.**
- (g) The city council shall have authority to direct that any person licensed under this section submit to a medical examination by a licensed physician approved by the city council. This authority shall be exercised only when the council has reason to believe that any such person has contracted a communicable disease. Refusal to submit to such examination shall be grounds for revocation of such license as provided in subsection (h) of this section. Notwithstanding the provisions of this subsection, every person licensed under this section shall file and continue to file with the city clerk a new medical certificate with each application for renewal of the license prescribed by this section. Failure to file such updated certificates shall be grounds for revocation of such license as provided in subsection (h) of this section.

(h) A license issued pursuant to this section shall be revoked by action of the city council if the city council determines that:

(1) The licensee has violated any provision of this article;

(2) The licensee is afflicted with a communicable disease;

(3) The licensee has failed to be examined by a licensed physician when required by the city council pursuant to subsection (g) of this section or has failed to file any medical certificate required by subsection (a) of this section; or

(4) The licensee has been convicted of a felony or any crime involving sexual misconduct, or under any federal statute relating to prostitution, or for violation of any laws or ordinances of any governmental unit related to the business or profession of massage.

(Code 1972, § 10A-4; Code 1993, § 8-172)

Return Check Fee

Definition/Comments – Administration fee for processing a check that has been returned and not paid by the drawer’s financial institution as in accordance with G.S. 25-3-512.

Fees Charged - \$25

Revenue Code – 35-90-3350-8001 Miscellaneous Fines and Meters

Vehicle License Registration

Definition/Comments - All vehicles in the City with a license as defined by the general statutes are required to pay an annual vehicle registration fee. The

registration fee is billed and collected by the Beaufort County Tax Office in conjunction with their annual tax billing.

Fee Charged - \$5 per vehicle annually

Revenue Code - 10-00-3280-1103 Automotive Licenses

Vehicle Rental Tax

Description/Comments – Vehicle rental businesses are required to collect and remit monthly, a 1.5% tax charged on all vehicle and u-haul rentals.

Fee Charged – 1.5% of gross receipts

Revenue Code – 10-00-3272-1109 Rental Vehicle Tax

Deposits - Electric

Definition/Comments – Process deposits for electric utility customers

Fees Charged –

(a) *Residential.* Any person applying for electric services to be furnished to residential premises will have their credit checked using an Online Utility Exchange service. It will be determined from that if a deposit shall be charged. Deposits will be charged to residential customers based on the following schedule:

Owners without electric heat.....	\$50.00
Owners with electric heat.....	100.00
Tenants without electric heat.....	100.00
Tenants with electric heat.....	125.00

Or at city's discretion 1/12 annual charges based on payment history at specific location of service request.

Such deposit requirement may be satisfied as follows:

- (1) A cash deposit which shall be refunded by credit to the customer's account at the end of the first fourteen-month period during which the customer has paid at least twelve (12) bills on time and service has not been disconnected for failure to pay;
- (2) Proof that the deposit refund requirements of subsection (1) of this section have been met at another location for which the customer is responsible; or
- (3) A personal, written guarantee of payment by a current city customer who has satisfied the deposit refund requirements of subsection (1) of this section.

(b) *Commercial.* Any person applying for electric services to be furnished to commercial premises will have their credit checked using an Online Utility Exchange service. It will be determined from that if a deposit shall be charged. Generally, deposits for commercial electric services shall be in an amount equal to two-twelfths of the estimated annual charges. The initial deposit shall be based upon the city's estimate of customer's usage. After six (6) billing periods following the initial deposit, the customer's actual usage will be reviewed, and the deposit adjusted to reflect such actual usage. If the amount of the required deposit is decreased, the difference shall be credited to the customer's account; if the amount of the required deposit is increased, the difference shall be billed to the customer.

- (1) Such deposit requirement may be satisfied as follows:
 - a. A cash deposit, which shall be refunded by credit to the customer's

account at the end of the first twenty-six-month period during which the customer has paid at least twenty-four (24) bills on time and service has not been disconnected for failure to pay;

b. Proof that the deposit refund requirements of subsection a. of this section, have been met at another location within the city's system for which the customer is responsible; or

c. A surety bond or letter of credit issued by an entity satisfactory to the city; such bond or letter of credit shall be in the amount of the cash deposit and shall be irrevocable for a period of at least twenty-four (24) months from the date of the application.

(2) If the customer chooses to use its credit history at other locations to satisfy the deposit requirement, the customer shall designate all such locations. If service is disconnected at any such location for nonpayment, the city may disconnect service to any or all such locations until the customer pays its account in full.

(c) *Contractors.* Building contractors requesting temporary electric services will not be required to provide a deposit. However, each building contractor or his representative will be required to make a written request showing the date, the location of the service and the name in which the service is required.

(d) *Reconnections.* A deposit may be required on any account not having a deposit if the customer fails to pay his bill and service is disconnected for failure to pay. Such deposit must be made before service is reconnected.

(e) *Increases.* A deposit may be increased, in the city's discretion, upon the customer's third failure to pay a bill in a timely manner, having service terminated for nonpayment or having a check or draft returned because of insufficient funds or a closed account. This increase shall be an amount equal to one-twelfth of the estimated annual charges for residential premises or two-twelfths of the estimated annual charges for commercial premises.

(f) *Credit, refund, transfer.* When service is disconnected at the customer's request, the deposit shall be credited to the customer's final bill. If any deposit remains, the city will hold the final bill and mail it, along with a city check, to

the customer at the address given by customer. If the departing customer does not leave a valid forwarding address with the city, any refund will be held for thirty (30) days at city hall before being placed into an inactive status file. Deposit returns apply only to customers who are moving off of the city's

system and not to those customers who are transferring service from one location to another within the system; the deposit shall be transferred with the service.

- (g) *Termination of service.* Each customer must appear personally to apply for or terminate electric service with the city.

General Ledger Code - 35-90-2500-0000 Electric Consumer Meter Deposits

Previous Legislative Reference - (Code 1972, § 25-11; Code 1993, § 6-33; Ord. No. 86-23, § 1, 11-10-1986; Ord. No. 88-15, § 2, 11-14-1988; Ord. No. 93-2, § 2, 3-8-1993)

Deposits – Water

Definition/Comments – Process deposits for water utility customers

Fees Charged –

(a) The deposit for residential water service shall be as follows:

(1) Any person applying for water to be furnished to residential premises will have their credit checked using an Online Utility Exchange service. It will be determined from that if a deposit shall be charged. Water deposits may be charged up to fifty dollars (**\$50.00**) for residential water customers.

(2) The deposit requirement may be satisfied as follows:

- a. A cash deposit, which shall be refunded by credit to the customer's account at the end of the first fourteen-month period during which the customer has paid at least twelve (12) bills on time and service has not been disconnected for failure to pay;
- b. Proof that the deposit refund requirement has been met at another location for which the customer is responsible; or
- c. A personal, written guarantee of payment by current city customer who has satisfied the deposit refund requirements.

(b) The deposit for commercial water service shall be as follows:

(1) Any person applying for water to be furnished to commercial premises will have their credit checked using an Online Utility Exchange service. It will be determined from that if a deposit shall be charged. Deposits shall be charged based on the following schedule:

Commercial customers: 2/12 of annual charges

The initial deposit shall be based upon the city estimate of customer's usage. After six (6) billing periods following the initial deposit, the customer's actual usage will be reviewed, and the deposit adjusted to reflect such actual usage. If the amount of the required deposit is decreased, the difference shall be credited to the customer's account; if the amount of the required deposit is increased, the difference shall be billed to the customer.

(2) The deposit requirements may be satisfied as follows:

- a. A cash deposit, which shall be refunded by credit to the customer's account at the end of the first twenty-six-month period during which the customer has paid at least twenty-four (24) bills on time and service has

not been disconnected for failure to pay;

b. Proof that the deposit refund requirements have been met at another location within the city's system for which the customer is responsible; or

c. A surety bond or letter of credit issued by entity satisfactory to the city; the bond or letter of credit shall be in the amount of the cash deposit and shall be irrevocable for a period of at least twenty-four (24) months from the date of the application.

- (3) If the customer chooses to use its credit history at other locations to satisfy the deposit requirement, the customer shall designate all such locations. If service is disconnected at any of the locations for nonpayment, then the city may disconnect service to any or all of locations until the customer pays its account in full.
- (c) Building contractors requesting temporary water services shall not be required to provide a deposit. However, each building contractor or his representative will be required to make a written request showing the date, the location of the service and the name in which the service is required.
- (d) A deposit may be required on any account not having the same if the customer fails to pay his bill and service is disconnected for failure to pay. Such deposit shall be made before service is reconnected.
- (e) The deposit may be increased, in the city's discretion, upon the customer's third failure to pay a bill in a timely manner, having service terminated for nonpayment, or having a check or draft returned because of insufficient funds or a closed account. This increase shall be an amount equal to one-twelfth (1/12) of the estimated annual charges for residential premises or two-twelfths (2/12) of the estimated annual charges for commercial premises.
- (f) When service is disconnected at the customer's request, the deposit shall be credited to the customer's final bill. If any deposit remains, the city shall hold the final bill and mail it along with a city check to the customer at the address given by the customer. If the departing customer does not leave a valid forwarding address with the city, the refund shall be held for thirty (30) days before being placed into an inactive status file. Deposit returns apply only to customers who are moving off of the city's system and not to those customers who are transferring service from one (1) location to another within the city's system, the deposit shall be transferred with the service.
- (g) Each customer shall appear personally to apply for or terminate water service with the city.

Revenue Code – 30-90-2500-0000 Consumer Meter Deposits

Previous Legislative Reference - (Code 1993, § 18-153; Ord. No. 95-6, § 2, 6-19-1995)

Equipment Tampering- Electric

Definition/Comments - It is unlawful for any person to tamper with, remove or otherwise interfere with the electric wires, poles, meters or any other electric equipment, apparatus or materials belonging to the electric system of the city, with the exception of those licensed electrical contractors so designated to do so by the city, and then only in the event of necessary repairs or emergency service to the property of the electric consumers of the city, and with proper notification to the city by such licensed electrical contractor. It is unlawful for any person to remove

or damage property of any kind belonging to the city.

Fees Charged -

- (a) A reward of up to **two hundred fifty dollars (\$250.00)** shall be offered to any person furnishing information leading to the arrest and conviction of any person violating this section.

- (b) For customers who tamper with the electric meters, fees shall be charged, as itemized below, to cover the additional costs to the city. Service may be discontinued if these fees are not paid.
 - (1) A **(\$400) four hundred dollar** fee shall be charged for the city's cost in investigating customers who energize their electric service without permission of the city. Service may be discontinued if this fee is not paid.

 - (2) A **ten-dollar (\$10.00)** fee for verification of the accuracy of the meter after tampering has been established.

 - (3) **The amount of estimated lost revenue.**

 - (4) **Meter repair charges if the meter is damaged.**

- (c) Electric utility customers shall protect electric meters and related equipment on their premises from vandalism or being tampered with in any way, and shall promptly report to the city's electric department any such vandalism or tampering. If any such vandalism or tampering is not so reported, the same shall constitute prima facie evidence that such vandalism or tampering was by the customer.

Revenue Code - 35-90-3350-8001 Miscellaneous Fines and Meters

Previous Legislative Reference - (Code 1972, § 25-3; Code 1993, § 6-3; Ord. No. 01-5, 6-11-2001)

Equipment Tampering - Water

Definition/Comments - It shall be unlawful for any person to tamper with, remove or otherwise interfere with the water meters or any other water utility equipment, apparatus or materials belonging to the distribution system of the city, with the exception of those licensed plumbing contractors so designated to do so by the city, and then only in the event of necessary repairs or emergency service to the property of the water consumers of the city, and with proper notification to the city by such licensed plumbing contractor. It shall be unlawful for any person to remove or damage property of any kind belonging to the city.

Fees Charged –

(a) A reward of up to **(\$250) two hundred fifty dollars** shall be offered to any person furnishing information leading to the arrest and conviction of any person violating this section.

(b) For customers who tamper with the water meters, fees shall be charged, as itemized below, to cover the additional costs to the city. Service may be discontinued if these fees are not paid.

(1) A **(\$400) four hundred dollar** fee shall be charged for the city's cost of investigating customers who tamper with their water service without permission of the city. Service may be discontinued if this fee is not paid.

(2) A **(\$10) ten-dollar** fee for verification of the accuracy of the meter after tampering has been established.

(3) **The amount of estimated lost revenue.**

(4) **Meter repair charges if the meter is damaged.**

(c) Water utility customers shall protect water meters and related equipment on their premises from vandalism or being tampered with in any way, and shall promptly report to the city's public works department any such vandalism or tampering. If any such vandalism or tampering is not so reported, the same shall constitute prima facie evidence that such vandalism or tampering was by the customer.

Revenue Code – 30-90-3350-8000 Miscellaneous Revenue

Previous Legislative Reference - (Ord. No. 05-20, § 1, 12-12-2005)

Penalties

Definition/Comments – Reconnection of cut off accounts during and after office hours, returned checks, and delinquent charges

Fees Charged –

Electric – Reconnect services during normal office hours	\$25 plus tax
Electric - Reconnect services after normal office hours	\$50 plus tax
Electric - After hours reconnect fee if line crew is required	Above fee plus \$100

Water – Reconnect services during normal office hours	\$15
Water – Reconnect services after normal office hours	\$25
Returned check fee	\$25
Delinquent charges for unpaid bill	5% per month

Electric billing, payment, penalties:

- (a) All electric meters shall be read monthly, and bills shall be mailed on a cycle basis.
- (b) Every bill shall be due when mailed to the customer at the last address provided by the customer. A bill shall reflect a due date of fifteen (15) days from the billing date shown on the bill. The same notice will serve as a notice of possible disconnect if payment is not received within thirty-two (32) days of the billing date.
- (c) **A late payment penalty in the amount of five (5) percent per month** shall be imposed upon any outstanding unpaid balance twenty-five (25) days after the billing date shown on the bill. The late payment penalty will be reflected on the bill rendered the following month.
- (d) An automated telephone reminder system will attempt to contact all delinquent accounts prior to disconnection as a courtesy if the customer has provided a phone number.
- (e) If payment has not been received within thirty-two (32) days from the original billing date, services will be disconnected on the thirty-third (33rd) day. After payments in the night deposit are posted and the cutoff person has left the office for the purpose of disconnecting a delinquent customer, **a service fee of twenty dollars (\$25.00) will be charged on that date, whether services are disconnected or not.**
- (f) A customer whose services are disconnected for such delinquency may have services restored during regular working hours by the payment of the bill in full plus the twenty-five dollar service fee. If a customer requests that services be reconnected after regular working hours, **their service fee shall be fifty dollars (\$50.00).** Payment must be received by 11:00 a.m. the following day or services will be re-disconnected and the customer must pay additional cut-off and reconnect fees.

- (g) The customer shall pay all billed utility charges before transferring service from one location to another. The final bill shall be mailed to the customer's new billing address. If a customer fails to pay his utility bills for any account where he is listed as the customer and such account becomes delinquent, the city may transfer the amount owed to any other account where the customer is a primary recipient of utilities and cut off utilities to such account for nonpayment. The city may also refuse to transfer an account to a new customer's name or connect services to a new account where the delinquent customer will be a primary recipient of utilities. A customer is a primary recipient of utilities wherever listed as a customer, resides as a head of household, resides as a contributor to the household or conducts a trade or business. The city's determination that a customer is a primary recipient of utilities shall be effective until the customer proves otherwise.
- (h) Any customer who has a check or draft returned from any financial institution because of insufficient funds or a closed account shall be charged **a service charge fee of twenty-five dollars (\$25)** as in accordance with G.S. 25-3-512.
- (i) Customers requesting alternate payment due dates must make such request of the city and utilize the city's bank draft service. The customer may choose one of the following periods of the month for their bill to be drafted:
 - (1) between the 7th and 16th of the month
 - (2) between the 14th and 24th of the month
 - (3) between the 22nd and 31st of the month
 - (4) between the 28th and 9th of the month

Water and sewer billing, payment, and penalties:

- (a) All water and wastewater meters shall be read monthly, and bills shall be mailed on a cycle basis.
- (b) Every bill shall be due when mailed to the customer at the last address provided by the customer. A bill shall reflect a due date of fifteen (15) days from the billing date shown on the bill. The same notice will serve as a notice of possible disconnect if payment is not received within thirty-two (32) days of the billing date, allowing greater than the statutory minimum.
- (c) **A late payment penalty in the amount of five (5) percent per month** shall be imposed upon any outstanding unpaid balance twenty-five (25) days after the billing date shown on the bill. The late payment penalty will be reflected on the bill rendered the following month.
- (d) An automated telephone reminder system will attempt to contact all

delinquent accounts prior to disconnection as a courtesy if the customer has provided a phone number.

- (e) If payment has not been received within thirty-two (32) days from the original billing date, services will be disconnected on the thirty-third day. After payments in the night deposit are posted and the cutoff person has left the office for the purpose of disconnecting a delinquent customer, **a service fee of fifteen dollars (\$15.00) will be charged on that date, whether services are disconnected or not.**

- (f) A customer whose services are disconnected for such delinquency may have services restored during regular working hours by the payment of the bill in full plus the twenty-dollar service fee. If a customer requests that services be reconnected after regular working hours, **their service fee shall be twenty-five dollars (\$25.00).** Payment must be received by 11:00 a.m. the following day or services will be re-disconnected and the customer must pay additional cut-off and reconnect fees.

- (g) The customer shall pay all billed utility charges before transferring service from one (1) location to another. The final bill shall be mailed to the customer's new billing address. If a customer fails to pay his utility bills for any account where he is listed as the customer and such account becomes delinquent, the city may transfer the amount owed to any other account where the customer is a primary recipient of utilities and cutoff utilities to such account for nonpayment. The city may also refuse to transfer an account to a new customer's name or connect services to a new account where the delinquent customer will be a primary recipient of utilities. A customer is a primary recipient of utilities wherever he is listed as a customer, resides as a head of household or conducts a trade or business. The city's determination that a customer is primary recipient of utilities shall be effective until the customer proves otherwise.

- (h) Any customer who has a check or draft returned from any financial institution because of insufficient funds or a closed account shall be charged a **service fee of twenty –five dollars (\$25)** in accordance with G.S. 25-3-512.

- (i) Customers requesting alternate payment due dates must make such request of the city and utilize the city's bank draft service. The customer may choose one of the following periods of the month for their bill to be drafted:
 - (1) between the 7th and 16th month
 - (2) between the 14th and 24th month
 - (3) between the 22nd and 31st month

(4) between the 28th and 9th month

Revenue Code – 30-90-3750-5800 Service Fees
35-90-3750-5800 Service Fees
30-90-3790-5800 Late Penalty Charges – Water
35-90-3790-5800 Late Penalty Charges – Electric

Previous Legislative Reference – (Code 1972, § 25-10; Code 1993, § 6-35; Ord. No. 88-15, § 1, 11-14-1988; Ord. No. 88-19, § 1, 12-12-1988; Ord. No. 89-1, §§ 1, 2, 3-13-1989; Ord. No. 89-23, § 1, 11-13-1989; Ord. No. 90-7, § 1, 3-12-1990; Ord. No. 93-2, § 1, 3-8-1993; Ord. No. 95-5, § 1, 2-13-1995; Ord. No. 95-16, § 1, 9-11-1995; Ord. No. 3-15, § 1, 10-6-2003; Ord. No. 4-11, § 3, 6-28-2004; Ord. No. 06-08, §§ 1,2, 04-10-2006)

(Code 1993, § 18-157; Ord. No. 95-6, § 2, 6-19-1995; Ord. No. 95-17, § 1, 9-11-1995; Ord. NO. 3-15, § 2, 10-6-2003; Ord. No. 4-11, § 4, 6-28-2004; Ord. No. 06-09, §§ 1,2, 04-10-2006)

Service Fees

Definition/Comments - New service connections and service transfers

Fees Charged -

New Service Connection Water	\$15.00
New Service Connection Electric	\$25 plus tax
Change of Service	\$25 plus tax
Residential New Service (New Meter)	\$50.00
Non-Residential New Service	\$100.00

Revenue Code - 30-90-3730-5202 Connection Fees
35-90-3730-5202 Connection Fees

Previous Legislative Reference - (Code 1993, § 18-151; Ord. No. 95-6, § 2, 6-19-1995; Ord. No. 4-6, § 1, 5-10-2004; Ord. No. 06-06-A, § 1, 03-13-2006)
(Code 1993, § 18-152; Ord. No. 95-6, § 2, 6-19-1995)

Appeal Administrative Decision

Definition/Comments – Process request for appealing an administrative decision of an appointed board or commission.

Fees Charged - \$100 per appeal (due at time of request)

Revenue Code – 10-10-3435-4101 Development Filing Fees

Previous Legislative Reference - (Code 1993, § 27-219)

Rezoning Request

Definition/Comments – Process a rezoning request

Fees Charged - \$125 per request (due at time of request)

Revenue Code – 10-10-3435-4101 Development Filing Fees

Previous Legislative Reference - (Code 1993, § 27-219)

Sign Removal

Definition/Comments –

(a) The Director of Planning and Development shall order the removal of any sign maintained in violation of the provisions of this Article for which removal procedures are herein prescribed, accordingly: the Director of Planning and Development shall give ninety (90) days written notice to the owner or lessee to remove the sign or to bring it into compliance with this Article. If the owner or lessee fails to remove the sign within ninety (90) days after the ninety (90) day written notice has been given, the Director of Planning and Development or his duly authorized representative may institute removal proceedings according to the procedures specified in G.S. 160A-175.

(b) Any temporary or portable sign erected in violation of the provisions of Section 27-167 may be removed immediately, at the direction of the Department of Planning and Development. Any sign so removed shall be retained at a

designated municipal facility until recovered by the sign owner following payment to the City of Washington of a **five dollar (\$5.00) fee per sign**. Any sign not recovered within ten (10) days shall be destroyed.

(c) Upon the discontinuance of a business or occupancy of an establishment for a consecutive period of one hundred eighty (180) days, the Department of Planning and Development shall require the removal of the on-premises sign(s) advertising or identifying the establishment. The Department of Planning and Development shall give thirty (30) days notice to the property owner to remove the sign(s). Failure to remove the sign(s) within the thirty (30) days period shall constitute a violation of this Chapter and shall be remedied in accordance with Article XXI, Administration, Enforcement, Penalties.

Revenue Code - 10-10-3431-4102 Municipal Enforcement Citations

Previous Legislative Reference - (Code 1993, § 27-182; Ord. No. 03-08, 3-10-2003)

Special Use Permit

Definition/Comments - Process request for a special use permit

Fees Charged - \$125 per request (due at time of request)

Revenue Code - 10-10-3435-4101 Development Filing Fees

Previous Legislative Reference - (Code 1993, § 27-219)

Subdivision Plat – Preliminary

Definition/Comments - Process request for preliminary approval of a mobile home park or multi-family development subdivision plat

Fees Charged - \$50 per application (due at time of request)

Revenue Code - 10-10-3435-4101 Development Filing Fees

Previous Legislative Reference - Code 1993, § 17-191; Ord. No. 96-2, 2-12-1996)

Subdivision Plat – Final

Definition/Comments - Process request for final approval of a mobile home park or multi-family development subdivision plat

Fees Charged - \$50 per application (due at time of request)

Revenue Code - 10-10-3435-4101 Development Filing Fees

Previous Legislative Reference - Code 1993, § 17-191; Ord. No. 96-2, 2-12-1996)

Variance Request

Definition/Comments - Process request for a variance permit

Fees Charged - \$150 per application (due at time of request)

Revenue Code - 10-10-3435-4101 Development Filing Fees

Previous Legislative Reference - (Code 1993, § 27-219)
Code 1993, § 17-191; Ord. No. 96-2, 2-12-1996)

Zoning or Subdivision Amendment

Definition/Comments - Process request for amendments to the zoning or subdivision ordinances

Fees Charged - \$125 per application (at time of request)

Revenue Code - 10-10-3435-4101 Development Filing Fees

Previous Legislative Reference - Code 1993, § 17-191; Ord. No. 96-2, 2-12-1996)

Copies (Accident and Arrest Reports)

Definition/Comments - Copying accident, incident, and arrest reports

Fee Charged -\$5 per report

No charge to victims for incident reports

No charge for accident report if requesting party is on the report

Revenue Code - 10-00-3839-8900 Miscellaneous Revenue

Copies (Criminal Reports/Driver History)

Definition/Comments – Copying fee charged for criminal reports and driver history reports.

Fee Charged - \$.15 per page copied

Revenue Code - 10-00-3839-8900 Miscellaneous Revenue

Escort Service

Definition/Comments - Provide a police escort for area businesses

Fee Charged - \$20 per escort

Revenue Code - 10-10-3431-4100 Police Escort Proceeds

Extra Duty Employment - “EDE”

Definition/Comments – Extra Duty Employment compensation for sworn police officers to provide law enforcement services that are in addition to those services regularly provided to the general public.

Fee charged:

\$45 per hour per officer (includes patrol vehicle). A minimum of three hours pay for each officer assigned and will pay the officer through the City’s regular payroll, making normal deductions. The officer will be covered by all applicable City benefits while working the assignment.

Revenue Code – 10-10-3431-4105 Police Services - Contracted

Fingerprinting

Definition/Comments - Fingerprinting for job applicants, Taxi Cab applicants, ABC applicants, etc.

Fee charged - \$5 per card
Do not charge for Foster Care applicants

Revenue Code - 10-00-3839-8900 Miscellaneous Revenue

Lamination

Definition/Comments - Laminating taxi cab photo ID cards

Fee Charged - \$1 per card

Revenue Code - 10-00-3839-8900 Miscellaneous Revenue

Permits

Definition/Comments - Providing permits to approved applicants for amplifications, demonstrations, parades, and street closings

Fee Charged -

Amplification Permit	\$50 non-refundable
Demonstration Permit	\$25 non-refundable
Parade Permit	\$50 non-refundable
Street Closing Permit	\$25 non-refundable

The Chief of Police or his designee shall be authorized to issue permits for the following reasons: parades, demonstrations, amplification, and street closings. The Chief of Police or his designee shall issue the permit if it appears that such activity will be held in accordance with all State and Local laws or ordinances.

If a permit is issued for the combination of any two (2) or more; only one (1) fee, the highest of the combination shall be assessed. Applications of such permits must be made at least five (5) days before the event is to be held. All fees will be non-refundable.

Demonstration Permit:

The term "demonstration" as used in this section is defined as a public assembly with the primary purpose of which is expressive activity or the communication or expression of views.

- (1) is engaged in by more than 75 persons and the conduct of which has the effect, intent, or propensity to draw a crowd or onlookers.
- (2) will occur upon any City street, sidewalk, or alley without compliance with the normal and customary traffic regulations or controls governing such places.

No person or entity shall conduct or hold a Demonstration on City property without first obtaining an application/permit from the City.

Sound amplification permit:

No person shall use or operate a sound amplification device that emits sounds audible within a public street or other outdoor place without a valid sound amplification application/permit. It is an exception to the requirements of this section that the sound amplification system does not produce a sound that is in violation of Chapter 10, Sec. 10-6.

Street Closing Permit:

Except as otherwise provided by law, it shall be unlawful, to close any public street unless a Street Closing Permit has been issued in accordance with the provisions of this Chapter. Any Street Closing Permit may be issued subject to terms and conditions as are determined to be necessary and proper for the protection of the public health, safety and welfare. Any street closed pursuant to the provisions of this Chapter shall at all times have a fifteen (15) foot wide emergency vehicle lane which lane shall extend throughout the closed area of the street and beyond to the next intersection in both direction. Said lane, shall be at

all times kept clear of all obstructions to provide emergency vehicular access.

Revenue Code - 10-00-3839-8900 Miscellaneous Revenue

Previous Legislative Reference - (Ord. No. 06-15, § 4, 6-19-2006) (Ord. No. 06-16, § 1, 6-19-2006)

Building Permits and Inspections

Definition/Comments - Issuance of permits for building and construction

Fees Charged -

(1) Residential:

a. Any work started without a required permit will be charged the original fee plus a penalty equal to the original fee, i.e., original fee is \$35.00, penalty fee is \$35.00, the total cost will be \$70.00.

b. New and additions, and repairs, cost per square foot, per floor:

1. Building and insulation permit	0.15
2. Electrical permit	0.07
3. Plumbing permit	0.07
4. Heating and/or A/C permit	0.07
5. Minimum permit fee	35.00

c. Accessory buildings, porches, decks, etc., cost per square foot per floor:

1. Building and insulation permit	0.10
2. Electrical permit	0.05
3. Plumbing permit	0.05
4. Heating and/or A/C permit	0.05
5. Minimum permit fee	35.00
d. Moving of buildings	125.00
e. Electrical inspection for lights	25.00
f. Siding installation	35.00
g. Demolition of buildings	125.00
h. Gas piping	35.00
i. Mobile homes/manufactured homes:	
1. Single wide	100.00
2. Double wide HUD Spec	125.00
3. Modular on frame construction	130.00
4. Modular off frame construction	Same as (1)b.
j. Re-inspection fee	35.00

(2) Commercial:

a. Any work started without a required permit will be charged the original fee plus a penalty equal to the original fee, i.e., original fee is \$40.00, penalty fee is \$40.00, the total cost will be \$80.00.

b. New and additions, and repairs, cost per square foot, per floor:

1. Building and insulation permit	.15
2. Electrical permit	.08
3. Plumbing permit	.07
4. Heating and/or A/C permit	.08
5. Re-roofing permit	.01
6. Minimum permit fee	40.00

c. Accessory, cost per square foot, per floor:

1. Building and insulation permit	.10
2. Electrical permit	.05
3. Plumbing permit	.05
4. Heating and/or A/C permit	.05
5. Minimum permit fee	40.00

d. Reshingle or shingle permits	25.00
e. Moving of buildings	150.00
f. Electrical inspection for lights	40.00
g. Siding installation	40.00
h. Demolition of buildings	150.00
i. Gas piping	40.00
j. Re-inspection fee per trade	50.00

(3) General

a. Signs, on- and off premises cost per square foot, each side	1.25
b. Piers, bulkheads, docks, jetties, etc. per lineal foot	1.00
c. Cell towers	200.00
d. Buildings at cell sites	125.00
e. ABC Inspection	40.00
f. Construction site temporary office trailer	100.00

Revenue Code – 10-10-3435-4100 Building Permits

Previous Legislative Reference - (Code 1993, § 27-219)

Fire/Rescue/EMS Contracts

Definition/Comments - Contract to provide Fire, Rescue, and/or, EMS protection

Fees Charged -

Washington Park Contract	\$ 27,496 annually
Beaufort County EMS Contract	\$124,261 annually

Revenue Code – 10-10-3434-3304 Washington Park Fire/EMS
10-10-3434-3303 Beaufort Co. Rescue Squad

Fire Permits/Inspections/Prevention

Definition/Comments – These fees reflect charges for required construction and operational permits as set forth by N.C. Fire Code.

Fees Charged -

(a) A fee shall be assessed for required permits/fire prevention inspections conducted in accordance with Section 7-75 and/or Section 7-76 of the code as follows:

- | | |
|--|-------------|
| 1. First time/new occupancy pursuant to permit application | \$25 |
| 2. Periodic inspections in accordance with Section 7-75 (b) | No Charge |
| 3. First re-inspection for non-compliance if Code requirements have been met | No Charge |
| 4. First re-inspection for non-compliance if Code Requirements have not been met | \$25 |

(b) First time fire prevention inspection/permit fees shall be paid along with all other applicable fees at the time of application. Re-inspection fees shall be billed upon completion of a final inspection.

(c) Required construction permit fees

1. Automatic fire extinguisher systems	\$100.00
2. Compressed gas	\$100.00
3. Fire alarm and detection system	\$100.00
4. Fire pumps	\$100.00
5. Flammable and combustible liquids	\$100.00
6. Hazardous materials	\$100.00
7. Industrial ovens	\$100.00
8. Private fire hydrants	\$100.00
9. Spraying or dipping	\$100.00
10. Standpipe systems	\$100.00

(d) Other fees.

1. Pyrotechnics special affects material	\$100.00
2. Temporary membrane structures, tents, and canopies	\$50.00*

*Fee per structure with a maximum \$100 per site

Revenue Code – 10-10-3434-4100 Fire Inspection Fees

Previous Legislative Reference - (Ord. No. 06-17, § 1, 6-19-2006)

Hazardous Materials

Definition/Comments -

The City of Washington Department of Fire-Rescue-EMS Services may recoup the cost of manpower, as well as the cost of decontamination and/or replacement cost of equipment and supplies used during a Hazardous Materials Response. When recouping cost the city will bill the individual deemed responsible for the hazardous materials involved in the incident. The actual cost of the incident billed will be the actual cost plus overhead to the City of Washington.

Fee Charged – Actual cost plus overhead

Revenue Code – 10-00-3839-8900 Miscellaneous Revenue

Rescue Services

Definition/Comments - EMS Transport to Beaufort County Hospital

Fees Charged -

	<u>Resident</u>	<u>Non-Resident</u>
BLS-No Transport	\$250	same
ALS-No Transport	\$350	same
BLS-Transport	\$450	\$555
ALS-Transport	\$550	\$655
Mileage	\$8.50 per loaded mile	same

Revenue Code – 10-10-3434-4104 Rescue Squad Charges

Violations and Penalties

Definition/Comments -

Any person who shall violate or fail to comply with any provision of this Article or of the North Carolina Fire Code, as adopted, amended or augmented by this Article or who shall violate or fail to comply with any order made under this Article or North Carolina Fire Code , or who shall build in violation of any detailed statement of specifications or plans submitted under this Article or the North Carolina Fire Code, or any certificate or permit issued thereunder, shall be subject to civil penalties of one **hundred fifty dollars (\$150.00)** for violations of Chapter 10 of the North Carolina Fire Code and of **fifty dollars (\$50.00)** for violations of the remaining chapters contain in the North Carolina Fire Code. Each day that any violation continues may be considered a separate violation

Revenue Code – 10-10-3431-4102 Municipal Enforcement Citations

Blue Prints / Drawings

Definition/Comments - Blue Prints / Drawings of maps

Fee Charged - \$1 per copy for 18" x 24"
\$2 per copy for 24" x 36"

Revenue Code - 10-30-3470-4100 Public Work Fees

Cemetery Lots

Definition/Comments - Sale of cemetery lots at Oakdale Cemetery and Cedar Hill.

Fees Charged -

<u>Lot Size</u>	<u>Fee</u>
8 Graves	\$4,800
4 Graves	\$2,400
2 Graves	\$1,200
1 Grave	\$ 600
Baby Grave	\$ 300
Urn Grave	\$ 300

Revenue Code - 10-30-3474-8101 Sale of Cemetery Lots

Cemetery Interments / Disinterments

Definitions/Comments - Interment at Oakdale or Cedar Hill Cemetery

Fees Charged -

<u>Interment (Weekdays)</u>	<u>Fee</u>
Adult	\$550
Baby < 24 months of age	\$200
Cremation Urn	\$200
<u>Interment (Weekend/Holiday)</u>	
Adult	\$650
Baby < 24 months of age	\$250
Cremation Urn	\$250
<u>Interment (After Hours – 4 pm)</u>	
Adult	\$75 / hour additional
Baby < 24 months of age	\$75 / hour additional
Cremation Urn	\$75 / hour additional
<u>Disinterment of Vault</u> (Only performed	\$675

during regular work hours)

Disinterment of Urn (Only performed during regular work hours) \$200

Revenue Code - 10-30-3474-4100 Grave Openings - Cemetery

Previous Legislative Reference - (Code 1972, § 5-11; Code 1993, § 5-6; Ord. No. 90-6, § 1, 3-12-1990; Ord. No. 94-12, § 1, 6-30-1994; Ord. No. 97-9, 6-23-1997; Ord. No. 00-7, 6-26-2000; Ord. No. 5-11, § 1, 6-20-2005; Ord. No. 06-13, § 1,2, 6-19-2006)

Cemetery Monuments

Definition/Comments - Permit fee for headstones and footstones installed at the cemetery

Fees Charged -

Headstone	\$100
Footstone	\$50

Revenue Code - 10-30-3474-8105 Cemetery Monument Fees

Cemetery Perpetual

Definition/Comments – For the perpetual care of each lot sold.

Fees Charged -

Per lot \$200

Revenue Code – 12-30-3471-4150 Perpetual Care Fees

Street Concrete and Asphalt

Definition/Comments - Concrete, Asphalt and/or sand as required for new construction or repair/replacement to existing structure

Fees Charged -

New Sidewalk	\$ 17 per foot
Sidewalk Replacement	\$ 25 per foot
Curb and Gutter Replacement	\$ 30 per foot
Asphalt Replacement	\$ 4.75 per square foot
Sand	\$ 50 per 1.5 tons (6 yards)

Revenue Code - 10-30-3470-4100 Public Work Fees

Aquatic and Fitness Center Membership Fees

Definition/Comments - Membership dues at the Aquatic and Fitness Center

Fees Charged -

Aquatic Membership Individual Only	\$20 per month if paid monthly plus \$100 application fee. \$65 per quarter if paid quarterly plus \$75 application fee. \$225 per year if paid annually plus \$50 application fee.
Aquatic and Fitness Membership Individual Only	\$35 per month if paid monthly plus \$100 application fee. \$115 per quarter if paid quarterly plus \$75 application fee. \$415 per year if paid annually plus \$50 application fee.
Aquatic Membership Family (4 or less dependents)	\$30 per month if paid monthly plus \$100 application fee. \$105 per quarter if paid quarterly plus \$75 application fee. \$365 per year if paid annually plus \$50 application fee.

Aquatic and Fitness Membership Family (4 or less dependents)	\$45 per month if paid monthly plus \$100 application fee. \$130 per quarter if paid quarterly plus \$75 application fee. \$520 per year if paid annually plus \$50 application fee.
Aquatic Membership Family (over 4 dependents)	Above family membership and application fees plus \$3 per month per additional dependent over 4 if paid monthly. Above family membership and application fees plus \$9 per quarter per additional dependent over 4 if paid quarterly.
Aquatic and Fitness Membership Family (over 4 dependents)	Above family membership fees plus \$35 per year per additional dependent over 4 if paid annually. Above family membership and application fees plus \$5.50 per month per additional dependent over 4 if paid monthly. Above family membership and application fees plus \$14.50 per quarter per additional dependent over 4 if paid quarterly. Above family membership fees plus \$50 per year per additional dependent over 4 if paid annually.
Aquatic Membership Individual Only – Corporate	\$260 per year if paid annually plus \$50 application fee.
Aquatic and Fitness Membership Individual Only – Corporate	\$365 per year if paid annually plus \$50 application fee.
Aquatic Membership Family Only – Corporate	\$390 per year if paid annually plus \$50 application fee.
Aquatic and Fitness Membership Family Only – Corporate	\$445 per year if paid annually plus \$50 application fee.
Aquatic and Fitness Membership Family (City Employees)	\$210 per year if paid annually.

Revenue Code - 10-40-3612-4130 Aquatic Memberships

Miscellaneous Fees – Aquatic Center

Definition/Comments - Miscellaneous services at the Aquatic Center as detailed below

Fees Charged -

Open Pool Fee	\$5 per visit
Swimming Lessons - Non-Member	\$65 for 8 sessions
Swimming Lessons – Members	\$35 for 8 sessions
Facility Rental for Party Non-Member	\$85 per rental(1 hr in pool 1 hr in classroom)
Facility Rental for Pool Party- Members	\$55 per rental (1 hr in pool 1 hr in classroom)
Facility Rental for Summer Groups (Jun-Aug)	(1 hour in pool) \$65
Facility Rental for Non-Profit Groups	(1 hour in pool) \$55
Facility Rental extra people in pool	\$2/child after attendance reaches 15 kids 20 children - \$10 for extra lifeguard. \$10 for additional guards for each additional 10 children
Member’s Guest Daily Pass	\$5 per day
Daily Pass – Fitness	\$5 per day
Water Aerobics – Non-Member	\$35 per month

Yoga – Non-Members	\$38 for 15 sessions
Locker Fees	\$3 per month for small \$4 per month for medium \$8 per month for large
Classroom Rental	\$20 per hour
Lap Lane Rental	\$10 per hour
Lifeguard course	\$150 per person

Revenue Code - 10-40-3612-4131 Aquatic Center User Fees
10-40-3612-4132 Aquatic Center Fitness Fees
10-40-3612-4135 Aquatic Center Rentals

Bobby Andrews Recreation Center

Definition/Comments - Miscellaneous services at the Bobby Andrews Recreation Center as detailed below

Fees Charged -

Gym Rental - No Admission Charged	\$75 for 4 hours
Gym Rental - Admission Fee Charged	\$100 for 4 hours
Small Meeting Room Rental	\$35 for 4 hours
Large Meeting Room Rental	\$45 for 4 hours
Rental After first 4 hours	\$20 per hour
Staffing for Event or Rental	\$10/hr. 4 hour minimum
Cleaning Fee when food is served	\$30 per rental
Deposit – Refundable	\$50 per rental

Use of facility by schools:

No fee will be charged for the use of recreation facilities for any official school approved student activity of the schools. The Parks and Recreation Department requires that the following items be strictly observed in such cases:

- (1) There shall be one (1) chaperon for each twenty-five (25) persons expected to attend. Couples are preferred as chaperones for large events.
- (2) Reservations for such events, as well as special arrangements, must be

made a minimum of one (1) week in advance. **A nominal fee may accompany extra amenities.**

(3) If special privileges are required, the Parks and Recreation Department may charge a minimum service fee.

Revenue Codes - 10-40-3612-4102 Recreation Rental Fee
10-40-3612-4100 Recreation Activity Fee

Previous Legislative Reference - (Code 1972, § 14-27; Code 1993, § 11-59)

Event Deposits/Late Fees

Definition/Comments - Event Deposits to ensure compliance with rules and regulations

Fees Charged -

Large Event Deposit	\$100 Refundable
Large Event Late Filing Fee	\$25-\$50 Non Refundable
Small Event Deposit	\$25 Refundable
Small Event Late Filing Fee	\$10 Non Refundable

Revenue Code - 10-40-2500-0002 Deposits – Special Events
10-40-3612-4802 Recreational Fees – Special Events

Facility and Field Rentals

Definition/Comments - Rental of City Recreation facilities and ball fields

Fees Charged -

Peterson Building Rental	\$12 per foot
Peterson Building – Water Fowl Event Only (1 st floor of building)	\$350 per day
McConnell Complex Baseball and Softball Field	\$50 first field, \$25 each additional
McConnell Complex Soccer Field	\$50 first field, \$25 each additional
Field Rental All Others	\$25 for 4 hours
Shelter Rental 1-4 hours	\$25
Shelter Rental 5-10 hours	\$40
Stewart Parkway Rental (includes closing Stewart Parkway)	\$100 per event
Park Rentals All Others	\$20 per day
Facility Use Fee	\$30/\$50 depending on activity
Bleacher Rental	\$100 per bleacher

Comment [k1]: Council voted to increase 2 programs (baseball & softball) from \$30 to \$50, suspended for 90 days .

Revenue Code - 10-40-3612-4102 Recreation Rental Fees

Field Lighting, Lining, and Staff

Definition/Comments - Provide lights, lining and City staff at athletic fields

Fees Charged -

Lights at Athletic Field	\$25 per field per night
Lining Baseball Field	\$10 per field per time
Lining Football Field	\$50 per field per time
Staffing of Maintenance Personnel	\$25 per hour

Comment [k2]: Council voted to increase fee to \$25 per hour, suspended for 90 days.

Revenue Code – 10-40-3612-4102 Recreational Rental Fees

Miscellaneous Other

Definition/Comments - Provide fire inspections of tents, POD installation, portable toilets, potable water tank, wristbands, bandstand power activation, dumpsters, etc.

Fee Charged -

Fire Inspection of 1 Tent	\$50 10-10-3434-4100 Fire Inspection Fees
Fire Inspection of 2 or more Tents	\$100 10-10-3434-4100 Fire Inspection Fees
Electric POD Installation	\$25 Each 35-90-3350-8000 Misc. Revenue
Portable Toilets	Cost to City 10-40-3612-4802 Recreation Fees – Special Events
Potable Water Tank	\$50 30-90-3350-8000 Misc. Revenue
Potable Water Tank Key Deposit	\$10 Refundable 10-40-2500-0002

Deposits – Special Events

Wrist Bands	\$1 Per Person Consuming Alcohol 10-40-3612-4802 Recreation Fees – Special Events
Bandstand Power Activation	\$25 35-90-3350-8000 Misc. Revenue
Bandstand Power Activation – After Hours	\$125 35-90-3350-8000 Misc. Revenue
Roll Out Carts (.5 Cubic Yards)	\$3 Each 38-90-3471-4100 Residential Garbage Services
Dumpsters (8 Cubic Yards)	\$25 Each 38-90-3471-4100 Residential Garbage Services
Revenue Code – as noted above	

Permits

Definition/Comments - Issuance of permits as required by City Code

Fee Charged -

Amplification Permit	\$50
Parade Permit	\$50
Street Closing Permit	\$25

Revenue Code - 10-00-3839-8900 Miscellaneous Revenue

Senior Trips/Events

Definitions/Comments - Schedule, coordinate, and accompany seniors on various trips and events

Fee Charged - Based on actual cost of the activity to the City

Revenue Code - 10-40-3612-4105 Recreation Senior Fees

Water Front Docks

Definitions/Comments - Miscellaneous services provided at the Water front docks as described below

Fees Charged – all payable in advance:

Daily Dockage (6 hours maximum)	\$7.50
Monthly Dock Lease	\$260 per month
Quarterly Dock Lease	\$750 per quarter
Semi-Annual Dock Lease	\$1,410 for 6 months
Annual Dock Lease	\$2,700 annually
Transient Dockage	\$1.25 per foot, per day
Sewage Pump Out	\$3 per pump out
Waterfront Concessions (ice, beverages, ect.)	Cost plus a customary markup
Stays longer than 48 hours on free docks	\$.75 per foot per day

(a) *Free docking.* No vessel shall remain at such mooring for a period in excess of forty-eight (48) hours in seven (7) days along the main bulkhead (not T docks) having no water or electrical usage, without special permission from the City Manager or designee.

(b) *Commercial vessels.* A monthly fee will be negotiated by the City Manager, or his designee, with commercial vessels that bring value to the community (non-fishing vessels).

(c) *Rules and regulations.* All persons utilizing the Waterfront must comply with the "Rules and Regulations for Washington Waterfront Docking." A copy of rules and regulations can be obtained from the office of Parks and Recreation.

Revenue Code – 10-40-3612-4106 Boat Slip Rentals
10-40-3612-4108 Waterfront Fees
10-40-3612-4109 Waterfront Concessions

Previous Legislative Reference - (Code 1972, § 26-3; Code 1993, § 11-84; Ord. No. 02-14, 8-12-2002; Ord. No. 02-19, 10-7-2002; Ord. No. 06-19, § 1, 6-19-2006)

Audio/Visual Materials Drop Box Return

Definition/Comments – Fee charged to patrons who place audios/visuals in the book drop due to potential damage from weather conditions (includes CDs, DVDs, VHS, and audiocassettes).

Fee Charged - \$3.00 per item

Fee Charged – Lost or Broken CD/DVD case replacement \$2.25 per item

Revenue Code - 10-40-3611-4100 Library Fees

Diskettes

Definitions/Comments - Providing a 3 ½" diskette to patrons for saving information

Fees Charged - \$1.00 each

Revenue Code - 10-40-3611-4100 Library Fees

Fax Services

Definitions/Comments – Faxing and receiving faxed documents at the library

Fees Charged -

Local and toll free numbers	\$.50 per page, cover sheet is free
Long distance numbers	\$2 for first page, \$1 for each additional page, cover sheet is free

Revenue Code - 10-40-3611-4100 Library Fees

Interlibrary Book Loans

Definitions/Comments - Processing interlibrary book loans for library patrons in order to cover mailing, shipping, and handling charges

Fees Charged - \$5 per interlibrary loan item

Revenue Code - 10-40-3611-4100 Library Fees

Late Fees

Definition/Comments - Processing late fees for overdue library materials

Fees Charged -

Late fee for book, audiocassette, CD (per item)	\$.10 per day; \$5 maximum fine
Late fee for DVD and VHS (per item)	\$1.00 per day; \$10 maximum fine
Late fee for interlibrary loan	\$.50 per day
Processing Fee per lost item	\$5.00

If item is lost and not recovered then patron must pay replacement cost of the item plus \$5.00 processing fee. If patron finds and returns the item, only the overdue fine is due.

Revenue Code - 10-40-3611-4101 Library Fines

Library Card – Out of County

Definition/Comments - Provide library card to residents living outside of Beaufort County

Fee Charged - \$25 per year

Revenue Code - 10-40-3611-4100 Library Fees

Multipurpose Room Rental

Definition/Comments - Provide multipurpose room rental to for profit organizations.

Fee Charged - \$15 per hour
\$50 for ½ day (4 hours)
\$100 for full day (8 hours)

Non profit organizations are not subject to the above fees at Library Director's discretion.

Revenue Code - 10-40-3611-4100 Library Fees

Replacement Card

Definition/Comments - Replacement of lost library card for all residents

Fee Charged - \$5 per card

Revenue Code - 10-40-3611-4100 Library Fees

Photocopying and Scanning

Definitions/Comments – Producing photocopies, copies printed from computers to the network copier, and scanning documents for or by patrons.

Fee Charged - \$.20 per copy for black and white photocopies
\$.30 per copy for microfilm printing

Revenue Code - 10-40-3611-4100 Library Fees

Water Capital Investment Fees

Definition/Comments:

Water Capital investment fees are charges for the construction of water lines which, at the time of construction, abut property outside the corporate limits. Fees shall be charged as follows before water service is provided.

Fees Charged -

<u>Type</u>	<u>Fee</u>
Water	\$1500.00

Property which is annexed into the city and abuts an existing water line, and has not previously paid a capital investment fee, shall pay the following capital investment fees before service is provided.

<u>Type</u>	<u>Fee</u>
Water	\$1500.00

Property owners within the corporate limits may pay their capital investment fees in ten (10) equal annual installments, if requested by the property owners. Such capital investment fees will bear interest at the highest rate provided by state law per annum on the unpaid balance, with the first payment becoming due in October next succeeding the date the capital investment fee charge is made.

Revenue Code – 30-90-3350-5300 Capital Investment Fees

Previous Legislative Reference - (Code 1972, § 25A-31; Code 1993, § 18-132; Ord. No. 91-8, § 1, 7-8-1991; Ord. No. 94-12, § 1, 6-30-1994; Ord. No. 95-1, § 1, 1-9-1995; Ord. No. 95-12, § 1, 6-19-1995; Ord. No. 97-8, 6-23-1997; Ord. No. 4-10, § 1, 6-28-2004)

Water Hydrant Meters

Definition/Comments - Setting hydrant water meter in order to provide temporary water for contractor use

Fee Charged -

Meter Setting Fee	\$25 per meter for any part of 90 days
Fire Hose	\$5 per joint
Water Use	See commercial fee schedule

- (a) The meter setting fee for a hydrant meter shall be \$25.00 for each ninety (90) days of usage or portion thereof plus the cost of the water used.
- (b) The customer shall be responsible for all damages to the meter and hydrant which occur as a result of their being used to provide a temporary water service;
- (c) The City will remove the hydrant meter at the end of the ninety (90) days unless requested to do so earlier. Hydrant meters will not be reinstalled in the same location if permanent water service is available.
- (d) City personnel shall install the hydrant meter with the fire hydrant valve left open. The customer shall not operate the fire hydrant. Unauthorized operation of a fire hydrant shall be cause for removal of the hydrant meter.

(e) Only City personnel shall be allowed to move a hydrant meter. Unauthorized relocation of a hydrant meter shall be cause for removal of the hydrant meter.

(f) A request to relocate a hydrant meter will be handled the same as a new application.

Revenue code - 30-90-3350-8000 Miscellaneous Revenue

Previous Legislative References - (Ord. No. 4-16, § 1, 8-9-2004)

Water Impact Fees

Definition/Comments - Provide for a proportionate share of future expansion and upgrade to the City's water system due to new development, in order to maintain current public health standards and meet anticipated future standards of public health.

Fees Charged -

Water Facilities Impact Fee

- 1) At the option of the fee payer, the amount of the water facilities impact fee may be determined by the following fee schedules:

RESIDENTIAL STRUCTURE, including: SINGLE FAMILY UNIT, MULTIPLE FAMILY UNIT, MOBILE HOME EACH UNIT, HOTEL/MOTEL ROOM PER ROOM and INCLUDING CHURCHES:

Meter Size (inches)

1 OR SMALLER \$ 332.00

NON RESIDENTIAL STRUCTURES

Meter Size (inches)

1	\$ 1,162.00
1 ½	\$ 2,057.00
2	\$ 4,000.00
3	\$ 7,000.00
4	\$ 9,000.00
6	\$10,000.00

In the case of change of use, redevelopment, or expansion or modification of an existing use which requires a new, replacement, or additional connection to the City's water system, the impact fee shall be based upon the net increase in the size of the meter for the new connection over the size of the meter for the previous connection.

- 2) If a fee payer opts not to have the impact fee determined according to paragraph (1) of this section, then the fee payer shall prepare and submit to the City Manager an independent fee calculation study for the land development activity for which a connection to the City's water and/or sewer system is sought. The independent fee calculation study shall follow the prescribed methodologies and formats for water and or sewer demand prescribed by the North Carolina Department of Environment and Natural Resources (DENR). The documentation submitted shall show the basis upon which the independent fee calculation was made. The City Manager shall consider the documentation submitted by the fee payer but is not required to accept such documentation as he/she shall reasonably deem to be inaccurate or not reliable and may, in the alternative, require the fee payer to submit additional or different documentation for consideration. If an acceptable independent fee calculation study is not presented, the fee payer shall pay water and sewer facilities impact fees based upon the schedule shown in paragraph (1) of this section. If an acceptable independent fee calculation study is presented, the City Manager may adjust the fee to that appropriate to the particular development. Determinations made by the City Manager pursuant to this paragraph may be appealed to the Washington City Council by filing a written request with the City Manager within ten (10) days of the City Manager's determination.

Payment of Fee

- 1) The fee payer shall pay the water facilities impact fee required to the City Division of Revenue Collections prior to connection to the City's

water system. All funds collected shall be properly identified and promptly transferred for deposit in the appropriate Water Facilities Impact Fee Trust Fund to be held in separate accounts as determined in the ordinance and used solely for the purposes specified in the ordinance.

Revenue code - 31-90-3350-5301 Water Impact Fees

Water Lab Tests

Definition/Comments - Bacterial lab test performed at customer request

Fee charged - \$30 per sample

Revenue code - 30-90-3350-8000 Miscellaneous Revenue

Water Meter Sales

Definition/Comments - Water meters are sold to developers for various projects

Fees charged - City's direct cost of water meter plus 10%

Revenue code - 30-90-3810-8100 Sale of Service and Materials

Water Meter Testing

Definition/Comments - Water meter testing fee at customer's request

If a water customer has an excessive bill and thinks that it is caused by a faulty meter, he may, by making a **ten dollar (\$10.00)** deposit with the city, request that the meter be removed and checked. If the meter is found to be in error, the ten dollar (\$10.00) deposit will be refunded and the bill adjusted for the three (3) preceding months. The adjustment will be based on the percentage of error in the meter. If the meter is found to be accurate, the ten dollar (\$10.00) deposit will be retained by the city.

Fee Charged - \$10 per test

Revenue Code - 30-90-3350-8000

Previous Legislative Reference - (Code 1993, § 18-158; Ord. No. 95-6, § 2, 6-19-1995)

Water Services

Definition/Comments - Water services to customers

Fees Charged -

A schedule of water rates shall be adopted by the City Council and made a part of the minutes of the meeting in which the action was taken. Certified copies of the rates will be on file in the office of the city clerk and the office of the public works director, and copies shall be made available to the customers of the city's water system. The rates shall be reviewed and adjusted by the City Council, as needed, or upon recommendations of the city manager.

(a) Residential service.

(1) This service is available for the supply of drinking water to single-family residences within the city and outside the city limits where the city's water supply facilities are extended.

(2) Service is not available under this schedule for any non-domestic use, such as for a business operated in the residence; for commercial or multifamily use, such as master metered apartments, motels, inns and mobile home parks; or for resale.

(3) This service is applicable when the customer's residence is serviced by a water service lateral up to one (1) inch in diameter.

(4) The minimum monthly charge for city customers will be determined by the current rate schedule.

(5) Commodity charges will be based on the customer's total water consumption during the billing period. Water consumption will be metered and rounded to the nearest cubic foot for billing except, that when the amount of water used is not registered because of a defective meter, the bill rendered shall be for the average

amount theretofore used by the premises served by such meter during the preceding three (3) months or during the portion of such period for which water use records are available, or if water was not consumed by the premises through the meter during such preceding period, the bill rendered shall be for the average period and for the average amount for other service of the same class in the city during the period covered by the bill. Bills shall be rendered separately for each service or connection. When more than one (1) family or other group is furnished water through a single meter, the bill; therefore, shall be furnished only to the person upon whose application such water was furnished. All bills shall be made

out and mailed as early as practicable after the close of the period covered by such bills.

(b) General service.

(1) This service is available for the supply of drinking water to commercial, industrial, institutional and other customers within the city and outside the city limits where the city's water supply facilities are extended.

(2) The minimum monthly charges for inside city customers will be determined by current rate schedule.

(3) Commodity charges will be based on the customers total water consumption during the billing period. Water consumption will be metered and rounded to the nearest cubic foot for billing. When total use is not known, bills will be rendered on the basis of estimates by the director of public works.

Revenue Code - 30-90-3710-5100 Water Sales and Services

Previous Legislative Reference - (Ord. No. 07-06, § 1, 6-25-2007)

Water System Damage Repair

Definition/Comments - Repairs to damaged water lines and water meters as required, and installation of new fire hydrants as required by the fire code

Fees Charged - City's cost of the repair (labor and materials) plus 10%

Revenue Code - 30-90-3350-8000 Miscellaneous Revenue

Water Taps

Definition/Comments - Customer connection to City water system

Fees Charged -

¾" Water tap	\$ 651 *
1" Water tap	\$ 869 *
1 ½" Water tap	\$ 2,660 *
2" Water tap	\$ 3,493 *
3" Water tap	\$ 8,316 *
4" Water tap	\$11,215 *
¾" Irrigation	\$ 651 *
1" Irrigation	\$ 869 *
1" Irrigation with chemical and/or fertilizer application	\$ 1,250 *

*Minimum fees shall be paid prior to construction of the tap. Any additional fees to equal the total actual construction costs shall be paid prior to the customer making a tie in to the tap. For any tap larger than the above, the cost shall be estimated by the public works department at the time of the request. Any additional cost to equal the total actual construction costs shall be paid prior to the customer making a tie in to the tap. For taps requiring more than usual construction work, the city may require the customer to employ an outside contractor to make the tap. Contractors shall obtain a permit from the public works department and all work shall be in accordance to city specifications.

Sewer Capital Investment Fees

Definition/Comments -

Sewer Capital investment fees are charges for the construction of sewer lines which, at the time of construction, abut property outside the corporate limits. Fees shall be charged as follows before sewer service is provided.

Fees Charged -

<u>Type</u>	<u>Fee</u>
Sewer	\$1700.00

Property which is annexed into the city and abuts an existing sewer line, and has not previously paid a capital investment fee, shall pay the following capital investment fees before service is provided:

<u>Type</u>	<u>Fee</u>
Sewer	\$1700.00

Property owners within the corporate limits may pay their capital investment fees in ten (10) equal annual installments, if requested by the property owners. Such capital investment fees will bear interest at the highest rate provided by state law per annum on the unpaid balance, with the first payment becoming due in October next succeeding the date the capital investment fee charge is made.

Revenue Code – 32-90-3350-5300 Capital Investment Fees

Previous Legislative References - (Code 1972, § 25A-31; Code 1993, § 18-132;

Ord. No. 91-8, § 1, 7-8-1991; Ord. No. 94-12, § 1, 6-30-1994; Ord. No. 95-1, § 1, 1-9-1995; Ord. No. 95-12, § 1, 6-19-1995; Ord. No. 97-8, 6-23-1997; Ord. No. 4-10, § 1, 6-28-2004)

Sewer Impact Fees

Definition/Comments - Provide for a proportionate share of future expansion and upgrade to the City's sewer system due to new development, in order to maintain current public health standards and meet anticipated future standards of public health. Any person who seeks to connect to the City of Washington sewer system is required to pay a sewer facilities impact fee in the manner and amount set forth below.

Fees Charged –

Sewer Facilities Impact Fee

- 1) At the option of the fee payer, the amount of the sewer facilities impact fee may be determined by the following fee schedules:

RESIDENTIAL STRUCTURE, including: SINGLE FAMILY UNIT, MULTIPLE FAMILY UNIT, MOBILE HOME EACH UNIT, HOTEL/MOTEL ROOM PER ROOM and INCLUDING CHURCHES:

Meter Size (inches)

1 OR SMALLER \$ 588.00

NON RESIDENTIAL STRUCTURES

<u>Meter Size (inches)</u>	
1	\$ 2,216.00
1 1/2	\$ 4,073.00
2	\$ 6,000.00
3	\$ 9,000.00
4	\$15,000.00
6	\$18,000.00

In the case of change of use, redevelopment, or expansion or modification of an existing use which requires a new, replacement, or additional connection to the City's water and/or sewer system, the impact fee shall be based upon the net increase in the size of the meter for the new connection over the size of the meter for the previous connection.

- 2) If a fee payer opts not to have the impact fee determined according to paragraph (1) of this section, then the fee payer shall prepare and submit to the City Manager an independent fee calculation study for the land development activity for which a connection to the City's water and/or sewer system is sought. The independent fee calculation study shall follow the prescribed methodologies and formats for water and or sewer demand prescribed by the North Carolina Department of Department of Environment and Natural Resources (DENR). The documentation submitted shall show the basis upon which the independent fee calculation was made. The City Manager shall consider the documentation submitted by the fee payer but is not required to accept such documentation as he/she shall reasonably deem to be inaccurate or not reliable and may, in the alternative, require the fee payer to submit additional or different documentation for consideration. If an acceptable independent fee calculation study is not presented, the fee payer shall pay water and sewer facilities impact fees based upon the schedule shown in paragraph (1) of this section. If an acceptable independent fee calculation study is presented, the City Manager may adjust the fee to that appropriate to the particular development. Determinations made by the City Manager pursuant to this paragraph may be appealed to the Washington City Council by filing a written request with the City Manager within ten (10) days of the City Manager's determination.

Payment of Fee

- 1) The fee payer shall pay the sewer facilities impact fee required by the ordinance to the City Division of Revenue Collections prior to connection to the City's sewer system. All funds collected shall be

properly identified by and promptly transferred for deposit in the appropriate Sewer Facilities Impact Fee Trust Fund to be held in separate accounts as determined by the ordinance and used solely for the purposes specified in the ordinance.

Revenue Code - 33-90-3350-5301 Sewer Impact Fees

Sewer Sales

Definition/Comments - Sewer sales to customers

Fees Charged -

A schedule of sewer rates shall be adopted by the City Council and made a part of the minutes of the meeting in which the action was taken. Certified copies of the rates will be on file in the office of the city clerk and the office of the public works director, and copies shall be made available to the customers of the city's sewer system. The rates shall be reviewed and adjusted by the City Council, as needed, or upon recommendations of the city manager.

(a) Residential service:

(1) This service is available for the collection and treatment of domestic sewage from single-family residences within the city and outside the city limits where the city's collection facilities are extended.

(2) Service is not available under this schedule for any nondomestic sewage; such as from business operated in the residence, for commercial for multifamily use, such as master metered apartments, motels, inns and mobile home parks; or for resale.

(3) This service is applicable when the customer's residence is served by a water service lateral up to one (1) inch in diameter.

(4) The minimum monthly charge for city customers will be determined by the current rate schedule.

(5) Commodity charges will be based on the customer's total water consumption during the billing period. Water consumption will be metered and rounded to the nearest cubic foot for billing except when the amount of water used is not registered because of a defective meter; the method described in Section 18-154(a)(5) will be used.

(6) Existing customers not receiving city water service shall provide a meter to measure total use. When total use is not known, bills will be rendered on the basis of estimates by the director of public works.

(7) The sewer service charge shall be billed to each customer at the same time that water bills are rendered and shall be collected at the same time and in the same manner as water accounts.

(b) General service:

(1) This service is available for the collection and treatment of sewage discharged by commercial, industrial, institutional and other customers within the city and outside the city limits where the city's collection facilities are extended. Service is not available for resale service.

(2) The minimum monthly charge for inside city customers will be determined by the current rate schedule.

(3) Charges will be established periodically for billing of some costs attributable to wastewater with greater pollutant concentrations than normal domestic sewage. The following rates are applicable for five-day BOD and suspended solids:

BOD: \$0.24/pound for concentration in excess of 300 mg/l.

TSS: \$0.29/pound for concentration in excess of 300 mg/l.

Charges for additional costs attributable to other pollutants will be assessed to each customer, as applicable. All non-domestic customers that utilize 2-inch or greater meters shall be charged an additional \$0.00414 per cubic foot for administration of the industrial pretreatment program.

(4) Commodity charges will be based on the customer's total water consumption during the billing period, except when the customer's water consumption significantly exceeds the discharge into the wastewater collection system. When applicable, the customer may pay the cost of installing and maintaining the necessary equipment to monitor the flow not returned to the wastewater collection system, and having the billing use reduced accordingly.

(5) Water consumption will be metered and rounded to the nearest cubic foot for billing. Customers not receiving city water service shall provide a meter to measure total use. When total use is not known, bills will be rendered on the basis of estimates by the director of public works.

(6) The sewer service charge shall be billed to each customer at the same time that water bills are rendered and shall be collected at the same time and in the same manner as water accounts.

Sewer Surcharges

(a) All persons discharging industrial wastewater into the public sanitary sewer shall be rendered a monthly bill as a surcharge covering the entire costs to the city incurred by treating all wastewater having pollutants in excess of those defined as billable. Such surcharge shall be evoked as herein provided in

addition to the existing service charge if such charge is now imposed or in addition to any sewer charge imposed after the adoption of this article. **The surcharge shall include:**

- (1) All fixed charges and amortization costs of plant capacity required for treating such wastewater.**
 - (2) A charge covering the operational cost incurred by the city in treating such wastewater.**
- (b) **A surcharge of fifteen dollars (\$15.00) to thirty-five dollars (\$35.00)** each per one hundred (100) pounds of billable biochemical oxygen demand and suspended solids shall be made to cover the fixed charges and amortization cost of plant capacity. The director shall recommend a surcharge for the other billable pollutants.
- (c) The surcharge covering operational costs shall be fixed at the beginning of the fiscal year and shall be computed from the actual costs per pound of pollutant removed from the wastewater as experienced at the wastewater treatment plant during the preceding fiscal year.
- (d) The combined surcharge as set forth in subsections (b) and (c) of this section shall be billed and payable monthly on a separate bill rendered by the city. Such bill shall be sent through the United States mail notifying all persons of the amount and date due. Failure to receive notice is not an excuse for nonpayment of bills. Delinquencies shall be handled in accordance with the provisions of Section 18-155.
- (e) In case a person discharging wastewater into the public sanitary sewer does not procure his water supply from the city and becomes delinquent in his payment of the surcharge, his connection with the wastewater system may be severed and may only be reconnected at his expense.

Revenue Code - 32-90-3720-5100 Sewer Sales and Services

Previous Legislative Reference - (Ord. No. 07-06, § 1, 6-25-2007) (Code 1993, § 18-156; Ord. No. 95-6, § 2, 6-19-1995)

Sewer Taps

Definition/Comments - Customer connection to City sewer system

Fees Charged -

4" Sewer tap	\$785
6" Sewer tap	\$1,040

*Minimum fees shall be paid prior to construction of the tap. Any additional fees to equal the total actual construction costs shall be paid prior to the customer making a tie in to the tap. For any tap larger than the above, the cost shall be estimated by the public works department at the time of the request. Any additional cost to equal the total actual construction costs shall be paid prior to the customer making a tie in to the tap. For taps requiring more than usual construction work, the city may require the customer to employ an outside contractor to make the tap. Contractors shall obtain a permit from the public works department and all work shall be in accordance to city specifications.

Revenue Code - 32-90-3730-5201 Sewer Taps

Storm Water Management Services

Definition/Comments - Maintenance of City wide drainage infrastructure for commercial and residential customers

Fees Charged -

Residential impervious surface up to 1,517 sq. ft.	\$2.65 per month
Residential impervious surface 1,518-2,322 sq. ft.	\$4.00 per month
Residential impervious surface 2,323 sq. ft. and more	\$5.35 per month
Commercial impervious surface 201-600 sq. ft.	\$13.50 per month
Commercial impervious surface 601-20,000 sq. ft.	\$27.00 per month
Commercial impervious surface 20,001-40,000 sq. ft.	\$54.00 per month
Commercial impervious surface 40,001-100,000 sq. ft.	\$67.50 per month
Commercial impervious surface 100,001 sq. ft. and more	\$135.00 per month

Revenue Code - 34-90-3571-5100 Storm Water Fees

Storm Water Permits

Definition/Comments - Storm Water permit review and approval by engineer as mandated by the State of North Carolina in reference to the City of Washington Tar-Pamlico Storm Water Nutrient Removal Program

Fees Charged - \$500 plus any additional review cost

Revenue Code - 34-90-3571-5105 Permit Fees

Decorative Area Lighting

Definition/Comments - Design, installation, and maintenance of decorative rental area lighting.

Fees Charged -

Reimbursement based on the differential cost of the Washington Electric Utilities standard decorative fixture(s) and the standard area lighting offer. The charges shall be determined at the time of the request based on the current cost of the materials.

Current rental charges shall apply for the monthly rental of decorative area lighting fixtures based on the wattage and configuration of the fixture. (See *“Washington Electric Utilities Outdoor Lighting Schedule”*)

Revenue Code – 35-90-3350-8000 Miscellaneous Revenue

Decorative Street Lighting

Definition/Comments - Design, installation, and maintenance of decorative street lighting. Size, intensity, location, and spacing of lighting fixtures will be determined by and based on Washington Electric Utilities public street lighting standards.

Fees Charged -

Reimbursement based on the differential cost of the Washington Electric Utilities standard decorative fixture(s) and the standard area lighting offer plus additional units as shown in the table below. The charges shall be determined at the time of the request based on the current cost of the materials.

<u>Number of Lighting Units Required</u>	<u>Requestor Reimbursement</u>
1 to 9	Differential Cost per Unit, plus Total Cost of One Unit
10 to 19	Differential Cost per Unit, plus Total Cost of Two Units
20 to 29	Differential Cost per Unit, plus Total Cost of Three Units
30 to 39	Differential Cost per Unit, plus Total Cost of Four Units
40 to 49	Differential Cost per Unit, plus Total Cost of Five Units

This reimbursement schedule is extended based on a formula of the differential cost per unit plus one additional total cost unit for each ten units required.

Revenue Code – 35-90-3350-8000 Miscellaneous Revenue

Electric Meter Testing

Definition/Comments - If an electric customer has an excessive bill and feels that it is caused by a faulty meter, the customer may, by making a deposit with Washington Electric Utilities, request that the meter be removed, inspected, and tested for accuracy. If the meter is found to be in error, the deposit will be refunded and the electric usage and billing adjusted for three (3) months. The adjustment will be based on the percentage of error in the meter.

Fees Charged - \$10

Revenue Code – 35-90-3350-8001 Miscellaneous Fines and Meters

Previous Legislative Reference - (Code 1972, § 25-13; Code 1993, § 6-37; Ord. No. 93-2, § 3, 3-8-1993)

Electric Sales

Definition/Comments - Electric sales to customers

- (a) Rates for the sale of electricity to all customers shall be adopted by the city council and made a part of the minutes of the meeting in which the action was taken. Certified copies of the electric rate schedule shall be on file with the city clerk and the electric director, and copies shall be available for the customers of the electric system.
- (b) The electric rate schedule shall be reviewed and adjusted by the city council, as needed, or upon recommendation of the city manager.

Fees Charged - Please refer to the City's electric rate schedules

Revenue Code - 35-90-3710-5100 Electric Sales and Services

Previous Legislative Reference - (Code 1972, § 25-15; Code 1993, § 6-34)

Overhead Primary Extension

Definition/Comments - Extension of primary services to residential premises.

Fees Charged - \$500 per overhead construction span less - \$1,000 times the number of permanent premises to be served from the line at the time of construction. No credit shall be given for calculations less than zero.

Fee = (\$500 x number of spans) – (\$1000 x number of premises served)

Premises served do not include extensions for temporary services.

Revenue Code - 35-90-3350-8002 Miscellaneous Revenue - Jobbing

Temporary Electric Service

Definition/Comments - Extension of primary and/or secondary services to a premises used as a temporary service.

Fees Charged - Actual cost of labor, equipment, and expendable material to install and remove the primary and/or secondary facilities to serve a temporary service.

Revenue Code - 35-90-3750-5800 Service Fees

Underground Electric Service Subdivision Fees

Definition/Comments – Fees shall apply when underground service requested to a subdivision of property where single family, multi-family, commercial, industrial, or multi-use is intended for the property. A subdivision of property is defined where two or more ultimate customers benefit from the installation of common utility facilities. These fees apply only to the installation of underground primary facilities and are not intended to address the cost of individual secondary services to properties. (see “*Underground Electric Service – Secondary Service Fees*”)

Fees Charged -

Single Family Residential Subdivision	\$500 per lot
Multi-Family Residential Development	\$3,000 per building
Multi-Unit Nonresidential Development	
Fees for multi-unit nonresidential developments will be based on the estimated cost of underground facilities less the estimated cost for overhead facilities.	
Planned Unit Development Zoning	
Residential Detached	\$250 per dwelling
Residential Multi-Unit Attached	\$100 per dwelling
Non-Residential Detached	\$500 per dwelling
Non-Residential Multi-Unit Attached	\$2,500 per building

Credits may be provided as a deduct from the above fees to developers who partially provide and install facilities. These credits will be based on difference in the financial impact of Washington Electric Utilities installed facilities verses developer installed facilities.

Non-traditional subdivisions that may require extended primary extensions will be charged fees in accordance with the Primary and Secondary Service Fees.

Revenue Code – 35-90-3780-5205 URD Subdivision Services

Underground Electric Service Primary and Secondary Service Fees

Definition/Comments - Extension of primary and secondary services to a premise

Fees Charged -

Underground Secondary Service - Direct Bury - Cost per Foot Installed (Customer Supplied Conduit)

#10 AWG Triplex	\$3.70	Parallel #10 AWG Triplex	\$5.03
1/0 AWG Triplex	\$3.90	Parallel 1/0 AWG Triplex	\$5.60
4/0 AWG Triplex	\$4.78	Parallel 4/0 AWG Triplex	\$7.19
350 MCM Triplex	\$5.87	Parallel 350 MCM Triplex	\$9.38
350 MCM Quadraplex	\$7.59	Parallel 350 MCM Quadraplex	\$12.81
500 MCM Triplex	\$7.46	Parallel 500 MCM Triplex	\$12.56
500 MCM Quadraplex	\$9.15	Parallel 500 MCM Quadraplex	\$15.64

Underground Secondary Service - Direct Bury - Cost per Foot Installed (Utility Supplied Conduit)

#10 AWG Triplex	\$6.08	Parallel #10 AWG Triplex	\$7.41
1/0 AWG Triplex	\$8.75	Parallel 1/0 AWG Triplex	\$10.37
4/0 AWG Triplex	\$9.54	Parallel 4/0 AWG Triplex	\$14.33
350 MCM Triplex	\$10.63	Parallel 350 MCM Triplex	\$16.52
350 MCM Quadraplex	\$12.35	Parallel 350 MCM Quadraplex	\$19.95
500 MCM Triplex	\$12.23	Parallel 500 MCM Triplex	\$19.71
500 MCM Quadraplex	\$13.92	Parallel 500 MCM Quadraplex	\$23.09

Underground Primary Extension - Direct Bury - Cost per Foot Installed (Customer Supplied Conduit)

Single Phase Primary URD Extension	\$8.00
Three Phase Primary URD Extension	\$13.55

Underground Primary Extension - Direct Bury - Cost per Foot Installed (Utility Supplied Conduit)

Single Phase Primary URD Extension	\$12.72
Three Phase Primary URD Extension	\$18.32

Service fees may be reduced based on the requestor's participation in aide of construction. Service fees and extension costs shall be adjusted quarterly based on the cost of materials, fuel and contract and force account labor.

Revenue Code – 35-90-3780-5202 Underground Services

Underground Electric Service Additional Fees

Definition/Comments - Additional fees associated with the extension of underground services to a premise

Fees Charged -

Installation of facilities under existing walkways - \$100 per crossing
Fee is waived if customer provides and installs conduit under walkway.

Installation of facilities under existing driveways - Based upon actual labor and equipment rates.
Fee is waived if customer provides and installs conduit under driveway.

Revenue Code - 35-90-3780-5202 Underground Services

Used Poles - Sales

Definition/Comments - Sale of used poles from Washington Electric Utilities distribution system.

Fees Charged - \$20 per pole

Revenue Code - 35-90-3830-8101 Sale of Scrap

Dumpsters - Residential

Definition/Comments - Residential Solid Waste Service

Fees Charged -

Resident Garbage fee (curbside)	\$14 per month
Resident Backyard Service	\$10 per month additional
Extra Roll Out Cart	\$8 per month

Revenue Code - 38-90-3471-4100 Residential Garbage Services

Previous Legislative Reference - (Ord. No. 06-11, § 1, 6-12-2006; Ord. No. 07-05, § 1, 06-25-2007)

Dumpsters – Commercial

Definition/Comments - Rental of dumpsters for commercial solid waste services -

Each business shall provide a bulk container for commercial services to be rendered by the city. For this section, residential developments/communities that desire to have bulk container collection, with the exception of individually owned and occupied residences, shall be considered as a business. The city shall empty containers according to the needs of the business. The city has containers available and a business may rent a container from the city. Rental fees are as follows:

Fees Charged – (does not include tipping fees see page 136)

4 cubic yard dumpster	\$25 per month
8 cubic yard dumpster	\$43 per month
4 cubic yard tire dumpster	\$25 per month
8 cubic yard tire dumpster	\$43 per month
Temporary Use – 4 cubic yard	\$25 one time delivery fee and \$22 each time tipped
Temporary Use – 8 cubic yard	\$25 one time delivery fee and \$34 each time tipped
Shared dumpster – 1 cubic yard	\$11.50 per month
Shared dumpster – 2 cubic yard	\$16 per month
Shared dumpster – 3 cubic yard	\$20.50 per month
Shared dumpster – 4 cubic yard	\$25 per month
Shared dumpster – 5 cubic yard	\$29.50 per month
Shared dumpster – 6 cubic yard	\$34 per month
Shared dumpster – 7 cubic yard	\$38.50 per month
Commercial Roll out cart	\$9.25 per month

Revenue Code – 38-90-3471-4105 Dumpster Rental Fee

Previous Legislative Reference - (Ord. No. 06-11, § 1, 6-12-2006)

Dumpster – Temporary Service

Definition/Comments – Temporary use of a 4 and/or 8 cubic yard dumpster

Fees Charged –

One Time Delivery Fee	\$25
4 cy dumpster each time serviced	\$22
8 cy dumpster each time serviced	\$34

Revenue Code – 38-90-3471-4105 Dumpster Rental Fee

Tipping Fees

Definition/Comments - Commercial disposal of solid waste at the county transfer station -

Each business which does not provide its own bulk container, and shares rental costs with another business, shall pay a monthly tipping fee based on the number of times serviced. The director of public works shall determine the volume needed by any business. Businesses sharing containers shall pay the following rates:

Fees Charged – Based on the following rates:

4 cubic yard tipping fee	\$60 per month (twice per week service)
8 cubic yard tipping fee	\$120 per month (twice per week service)
1 cubic yard shared tipping fee	\$15 per month total (twice per week service)
2 cubic yard shared tipping fee	\$30 per month total (twice per week service)
3 cubic yard shared tipping fee	\$45 per month total (twice per week service)
4 cubic yard shared tipping fee	\$60 per month total (twice per week service)
5 cubic yard shared tipping fee	\$75 per month total (twice per week service)
6 cubic yard shared tipping fee	\$90 per month total (twice per week service)
7 cubic yard shared tipping fee	\$105 per month total (twice per week service)
Commercial roll-out cart	\$3.75 per month (once per week service)

Revenue Code - 38-90-3471-4101 Tipping Fees

Previous Legislative Reference - (Ord. No. 06-11, § 1, 6-12-2006)

Recycling Fees

Definition/Comments - Recycling services for ABC permit holders

Fees Charged - \$13.00 per month

Revenue Code – 38-90-3471-4105 Dumpster Rental Fees

Yard Debris Collection

Definition/Comments - The collection and disposal of debris derived from normal landscape maintenance. The City will remove one (1) standard dump truck load per week at no additional charge when placed according to the following specifications:

- (1) The pruning or trimming has been performed by the property owner or occupant (not a contractor) and placed beside the street.
- (2) Tree trunks and branches shall not exceed six (6) inches in diameter, three (3) feet in length, or eighty (80) pounds in weight.
- (3) Tree stumps shall not exceed one hundred and fifty (150) pounds, and picked up only on a call per need basis.

Fee Charged -

Large volumes of tree branches that exceed the criteria above	\$50 per truckload
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Revenue Code - 38-90-3471-4100 Residential Garbage Services

Previous Legislative Reference - (Ord. No. 06-11, § 1, 6-12-2006)

