

Administration

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

Permits

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

Administrative Services

Tax Rate	\$.317 per \$100 value
Tax Rate - municipal service districts - additional tax	\$.175 per \$100 value
Return Check Fee (Excl. Tax Payment)	\$25
Return Check Fee (Tax Payment)	\$25/check or 10% of check, whichever is greater

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

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

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

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

Permits

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

Applications

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

Vehicle for Hire (business)

Taxicab or Limousine	Application	\$50
Driver permit	Application includes fingerprint fee	\$65
	Driver permit annual renewal	\$7.50

Administrative Services (cont.)

Farmers Market

Membership Fee	Annual	\$125
Drop-In Fee	Per market date	\$25

Fees for Business License/Registration

Per G.S. 105-113.77:

Privilege License Tax

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

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

Privilege License Tax

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

Business Registration:

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

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

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

- Business Licenses are subject to a penalty of 5%.

Penalties will be assessed on September 2nd.

Administrative Services (cont.)**Miscellaneous**

Town License Plate	Current year	\$5.50
	Prior years	\$1
Town Flag		\$43
Budget or Audit documents		\$10
Street (Powell Bill) map		\$2
Zoning map		\$17
Notary public service		N/C

Facility Fees Town Code Sec. 10-337**(1) Police facility fee:**

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

(2) Fire facility fee:

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

(3) Solid waste collection:

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

(4) Administration facility fee:

All uses, per unit; private dock	\$382.99
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(5) Recreation facility fee:

New single-family/multifamily/hotel/motel construction, per dwelling unit; pvt dock	\$286.00
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Administrative Services (cont.)

Credit and debit card convenience fee:

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

Fire Department

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

Fire Inspection Business

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

New Construction

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

Fire Department (cont.)

False Alarms

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

Fire Hydrant Testing

Flow testing required for sprinkler system installation or upgrades	\$250
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Planning & Development

New Construction

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

Building permit fees

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

Demolition

Within AEC

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

Planning & Development (cont.)

Outside AEC

Single family		\$125/building
Duplex		\$150/building
Hotel	\$25/unit	min \$250
Multi-family	\$75/unit	min \$250
Commercial (per sq. ft.)	0.50	min \$250

Moving

Within AEC

Single Family		\$500/building
Duplex		\$600/building
Hotel	\$150/unit	min \$1000
Multi-family	\$300/unit	min \$1000
Commercial (per sq. ft.)	\$1.00	min \$1000

Outside AEC

On same parcel		\$250/building
Within Town different parcel		\$350/building
Move/single family		\$500/building
Move/duplex		\$600/building
Move/hotel	\$150/unit	min \$1000
Move/multi-family	\$300/unit	min \$1000
Move/commercial (per sq. ft.)	\$1.00	min \$1000

Planning & Development (cont.)

Into Town/Out of Town

Into Town		\$750
Out of Town		\$150
Single family		\$500/permit
Commercial		\$900/permit
Hotel	\$75/unit	min \$900
Multi-family	\$75/unit	min \$900

Clean Up Deposits

Demolition within AEC

Single family		\$1000/building
Duplex		\$1250/building
Hotel	\$100/unit	min \$1000
Multi-family	\$500/unit	min \$1000
Commercial (per sq. ft.)	\$1.00	min \$1000

Demolition outside AEC

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

Move Within AEC

Single family		\$500/building
Duplex		\$600/building
Hotel	\$150/unit	min \$1000

Planning & Development (cont.)

Multi-family	\$300/unit	min \$1,000
Commercial (per sq. ft.)	\$1.00	min \$1,000
<i>Move Outside AEC</i>		
Single family		\$500/building
Duplex		\$600/building
Hotel	\$75/unit	min \$1000
Multi-family	\$75 unit	min \$1000
Commercial (per sq. ft.)	0.50	min \$1000

Miscellaneous Permit Fees

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

Planning & Development (cont.)

Alterations, Additions, Remodeling (based on actual cost)

Residential, Commercial, Accessory structures, Storage

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

Planning & Development (cont.)

Service Unit Fees

Gallons per Day (GPD)

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

\$1.77

Small Wireless Facility Review

per application

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

Miscellaneous Administrative and Zoning Fees

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

Planning & Development (cont.)

Zoning text amendment	\$200 ea; \$300 if engineering required
Application/Investigation of Sexually Oriented Business (SOB)	\$300
Subdivision, Minor or Major	\$75 per lot
Exempt subdivision/Recombination	\$50 per lot
GIS maps 11x17	\$5/parcel data only \$10/aerial photography
GIS maps 17x22	\$10/parcel data only \$25/aerial photography
GIS maps 22x34 through 36x48	\$25/parcel data only \$50/aerial photography

Police Department

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

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

Traffic Violations \$50 each

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

Taxi Cab Violations \$50 each

Section 46-38	Exceed maximum number of passengers
Section 46-39	Failure to properly mark taxi cab
Section 46-41	Failure to post rates and fares
Section 46-43	Failure to maintain daily manifest
Section 46-101	Taxi cab drivers permit required
Section 46-109	Failure to display taxi cab drivers permit

Police Department (cont.)**Animal Violations****\$50 each**

Section 6-2 Owner responsibility violation

Section 6-3 Dog must wear identification and rabies tags

Section 6-5 Mandatory removal of feces

Beach Violations**\$50 each**

Section 8-1 Surfing without a leash/within 300 ft. of a pier

Section 8-2 Swimming prohibited (red flags posted)

Section 8-4 Personal watercraft

Section 8-62 Driving on sand dune

Noise Violation**\$50 each**

Section 16-76 Prohibited noise

Street Numbering

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

Other**\$50 each**

Section 26-1 Disorderly conduct/urinating in public

Section 12-102 Peddler/itinerant merchant license required

Section 12-104 Peddler/itinerant merchant-regulations generally

Alarms

Alarm Protection System Permit-Initial \$50

Alarm Protection System Permit-Renewal \$25

A - First False Alarm of Calendar Month N/C

B - Second False Alarm of Calendar Month \$25

C - Third False Alarm of Calendar Month \$50

D - Fourth False Alarm of Calendar Month \$50

E - Fifth False Alarm of Calendar Month \$50

Police Department (cont.)

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

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

Public Works

Sanitation Dept.

Dumpsters

4 yd side load		\$1200 + tax
4 yd front load		\$750 + tax
6 yd front load		\$950 + tax
8 yd front load		\$1200 + tax

Dumpster parts for repair

4 yd side load dumpster lid		\$50 per lid + tax
4 yd front load dumpster lid		\$50 per lid + tax
6 yd front load dumpster lid		\$50 per lid + tax
8 yd front load dumpster lid		\$50 per lid + tax

Automated carts

Trash cart		\$75 + tax
Recycle cart		\$75 + tax

Automated cart repair parts

Lid (Scheafer lids only)		\$30 + tax
Thru hole Town wheel system	(2 wheels, 1 rod)	\$40 + tax
Wheel	Separate	\$15 + tax
Rod	Separate	\$10 + tax
Rental (automated carts)		\$15/day

Miscellaneous

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

Water Rates

Water Meter Deposit

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

Hydrant Deposit

Hydrant 2 ½ " meter with RPZ	\$3664
Hydrant	\$2155

Excessive water consumption

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

Installation of water meter - drop in

¾" meter	\$170
1" meter	\$210
1 ½ " meter	\$500
2" meter	\$700

Repair Charges

Charges on repairs by the Town to meters, meter boxes, hydrants and valves	Cost of materials + 20% per incident \$50 min
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Water Rates (cont.)

Water Tap Connection

¾" tap	\$590 + meter dep
1" tap	\$605 + meter dep
1 ½ " tap	\$3255 + meter dep
2" tap	\$3635 + meter dep
Over 2" tap	Cost of materials + 20% + meter dep
Cut-off Tag Fee	\$50

Water Rates/Usage

Year Round Rate

Minimum 0 - 3,000 gallons	\$37.90 (¾" meter)
3,001 - 15,000 gallons	\$6.60/thousand gallons
15,001 - 40,000 gallons	\$7.40/thousand gallons
40,001 – 75,000 gallons	\$7.90/thousand gallons
75,001 - 200,000 gallons	\$8.70/thousand gallons
200,001 + gallons	\$9.10/thousand gallons

Penalty

Late fee applied after due date	10% of balance
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Meter Size

Minimum

¾ " meter	\$37.90
1" meter	\$56.80
1 ½ " meter	\$109.10
2" meter	\$207.70
2 ½ " meter	\$300.30
3" meter	\$394.30
4" meter	\$643.10
6" meter	\$1603.10

Water Rates (cont.)

Miscellaneous Water Meter

Re-read at customer's request	\$10
Re-read if incorrect	N/C
Turn on/off (each incident)	N/C
Meter tampering	\$50
Meter test	\$25

(N/C if incorrect - bill will be adjusted)

Septic Health

Septic Loan Interest Rate

Prime less 2.5%, minimum of 2.5%
