



# **FEE STUDY & FEES**

**MAY 2008**

## ADMINISTRATION

|                |   |
|----------------|---|
| Annexation Fee | \$25.00 per application                                 |
| Apex           | \$200.00  |
| Cary           | \$300.00 – 3 acres or more<br>\$50.00 – under 3 acres   |
| Concord        | \$300.00  |
| Durham         | \$250.00  |
| Garner         | \$150.00 – annexation fee<br>\$200.00 – application fee |
| Gastonia       | \$500.00  |
| Greenville     | \$400.00  |
| Havelock       | \$200.00  |
| Hendersonville | \$0.00  |
| Jacksonville   | \$500.00  |
| Kernersville   | \$0.00  |
| Lewisville     | \$0.00  |
| Lillington     | \$350.00  |
| Lincolnton     | \$0.00  |
| Monroe         | \$150.00  |
| Mt. Airy       | \$200.00  |
| Pinehurst      | \$0.00  |
| Reidsville     | \$0.00  |
| Roanoke Rapids | \$0.00  |
| Salisbury      | \$0.00  |
| Wilmington     | \$500.00  |

|                   |  |
|-------------------|--|
| Advertisement Fee | Town of Mooresville Pays Fee                     |
| Apex              | Town pays for advertisement                      |
| Carrboro          | Petitioner pays for advertisement                |
| Cary              | Petitioner pays for advertisement                |
| Garner            | Petitioner pays for advertisement                |
| Gastonia          | Petitioner pays for advertisement                |
| Greenville        | Application fee covers the cost of advertisement |
| Jacksonville      | Petitioner pays for advertisement                |
| Kernersville      | Petitioner pays for advertisement                |
| Lincolnton        | Town pays for advertisement                      |
| Monroe            | Town pays for advertisement                      |
| Pinehurst         | Town pays for advertisement                      |
| Reidsville        | Petitioner pays for advertisement                |
| Roanoke Rapids    | Petitioner pays for advertisement                |
| Salisbury         | Town pays for advertisement                      |

The Town of Mooresville (TOM) should consider increasing the fee for voluntary annexation. Among the municipalities that do charge an annexation fee, the Town of Mooresville has the lowest fee. TOM should consider charging an annexation fee based upon the request's acreage size. Smaller request should only be charged \$50.00 (0-3 acres) and larger request should be charged \$300.00 (larger than 3 acres). Citizens should pay a fee (\$100.00) for any request that require newspaper advertisements that are not annexation related. A majority of the municipalities that responded to my inquiries have petitioner pay the advertisement cost of their request.

## **LIBRARY**

|                       |                     |
|-----------------------|---------------------|
| RFID Tag Replacements | \$2.00 per RFID Tag |
| Asheville             | \$1.00              |
| Monroe                | \$1.00              |

The Mooresville Public Library can reduce the current fee for replacement RFID tags from \$2.00 to \$1.00. The RFID tags are placed in books to prevent book theft. The current RFID tags cost about \$0.50 to replace and roughly 2 minutes to replace if they are damaged or removed from a book.

## **PLANNING**

|                                 |                        |
|---------------------------------|------------------------|
| How to Bill Home Occupation Fee |                        |
| Apex                            | When applicant applies |
| Asheville                       | When applicant applies |
| Cary                            | When applicant applies |
| Chapel Hill                     | When applicant applies |
| Cornelius                       | When applicant applies |
| Gastonia                        | When applicant applies |
| High Point                      | When applicant applies |
| Jacksonville                    | When applicant applies |
| Kernersville                    | When applicant applies |
| Reidsville                      | When applicant applies |
| Wilmington                      | When applicant applies |
| Wilson                          | When applicant applies |

The Town of Mooresville's (TOM) Planning Department should keep the current fee for Home Occupation Permits. The Planning Department's concern of how to bill citizens for Home Occupation Permits can be solved by completing the following steps. 1.) A citizen applies for a business license to operate a business out of their home. 2.) The Business Office sends the applicant to the Planning Department to determine if their home is zoned for business. 3.) Once the Planning Department signs off on the business license, the applicant can either pay for the Home Occupation Permit at the Planning

Department or the Business Office. 4.) The license and permit will only be issued which the Planning Department has signed off on the application and payment has been received.

## ENGINEERING

|                      |   |
|----------------------|---|
| Site Plan Review Fee | \$120.00 per hour   |
| Wilmington           | \$250.00 + \$20.00 per 1,000 sq ft of gfa<br><10,000 sq ft<br>\$500.00 + \$20.00 per 1,000 sq ft of gfa<br>10,001 sq ft to 40,000 sq ft<br>\$1000 + \$20.00 per 1,000 sq ft of gfa ><br>40,000 sq ft<br>\$1200.00 + \$10.00 per 1,000 sq ft of gfa –<br>mixed use developments  |
| Salisbury            | \$200.00 + \$6.00 per unit group<br>development – residential 4 or more units<br>\$500.00 nonresidential group development<br>\$200.00 + \$10.00 per lot subdivision<br>\$200.00 water or sewer engineering plans   |
| Pinehurst            | \$300.00 base fee + # of lot/acres times<br>\$100.00  |
| New Bern             | \$0.00  |
| Morrisville          | \$625.00 + \$25.00 per acre   |
| Monroe               | \$300.00 – 1 <sup>st</sup> acre disturbed or portion<br>thereof plus \$50.00 for any additional acre<br>disturbed, or portion thereof   |
| Kernersville         | \$300.00 – 1 to 5 acres<br>\$500.00 – 5+ acres<br>\$1500.00 – less than 1 acre  |
| Jacksonville         | \$200.00 + \$50.00 per acre, or portion<br>thereof  |
| Havelock             | \$400.00  |
| Greenville           | \$450.00 + \$25.00 per acre   |
| Gastonia             | \$175.00 site plan review 0-1 acres<br>\$250.00 site plan review 1-5 acres<br>\$400.00 site plan review 5+ acres<br>\$175.00 preliminary subdivisions plans 0-2<br>acres<br>\$300.00 preliminary subdivisions plans 2-<br>10 acres<br>\$400.00 preliminary subdivisions plans 10<br>– 25 acres<br>\$400.00 preliminary subdivisions plans<br>\$40.00 – each additional acre over 25 acres |

|              |  |
|--------------|--|
| Fayetteville | \$150.00 – commercial developments 0 -1 acre<br>\$300.00 – commercial developments 1 -10 acres<br>\$600.00 – commercial developments 10+ acres<br>\$300.00 – residential subdivision 0 – 50 lots<br>\$450.00 – residential subdivision 51 – 100 lots<br>\$600.00 – residential subdivision 100+ lots |
| Cornelius    | \$250.00 – mixed use or commercial under 15,000 sq ft<br>\$350.00 – mixed use or commercial 15,000 – 30,000 sq ft<br>\$500.00 – mixed use or commercial over 30,000 sq ft<br>\$250.00 – residential up to 30 units<br>\$500.00 – residential over 30 units   |
| Concord      | \$100.00 – 0 -2 acres<br>\$200.00 – 2- 10 acres<br>\$300.00 – 10 – 25 acres<br>\$400.00 – 25+ acres  |
| Cary         | \$160.00 – residential<br>\$265.00 - commercial  |

The Town of Mooresville’s (TOM) Engineering department has the opportunity to increase its Site Plan Review fee from \$120.00 per hour to \$125.00 per hour. A majority of the municipalities that responded to my inquiries charge by the acre or by the unit and the \$5.00 per hour increase is right in line with other municipal engineering departments. Also the \$5.00 per hour increase would cover the current rate of inflation.

| Postage Cost | Town Pays for Mailings   |
|--------------|--|
| Salisbury    | Client pays postage only on bulk item  |
| Pinehurst    | Client pays postage only on bid/plan packages for capital projects                                 |
| New Bern     | Town pays for postage  |
| Monroe       | Town pays for postage  |
| Greenville   | Client pays for postage  |
| Gastonia     | Town pays for postage  |
| Fayetteville | Town pays for postage  |
| Concord      | Town pays for postage  |
| Cary         | Town pays for postage, but does charge postage for documents that can be obtained via the internet |

The Town of Mooresville's (TOM) Engineering Department does have the opportunity to include the cost of certified and bulk postage into client fees. The Engineering Department is required to mail certified and bulk mailings to clients, and could save money by passing the postage to the clients.

|                        |   |
|------------------------|---|
| Minimum Inspection Fee | \$0.00  |
| Salisbury              | \$0.00  |
| New Bern               | \$0.00  |
| Gastonia               | \$250.00 water or sewer permit process inspection |
| Garner                 | \$72.00   |
| Fayetteville           | \$0.00  |
| Concord                | \$0.00  |
| Cary                   | \$0.00  |

The Town of Mooresville's (TOM) Engineering Department has the opportunity to charge a \$50.00 minimum inspection fee for water and sewer permits. The Engineering Department provides a similar service as Gastonia, and as the Engineering Department becomes service permitting in the near future, it will be even more important to charge a minimum inspection fee.

|                                      |          |
|--------------------------------------|----------|
| In-House Review or Contracted Review |          |
| Salisbury (population 29,461)        | In-House |
| New Bern (pop. 25,456)               | In-House |
| Monroe (pop. 33,908)                 | In-House |
| Gastonia (pop. 71,319)               | In-House |
| Fayetteville (pop. 173,898)          | In-House |
| Concord (pop. 66,107)                | In-House |
| Cary (pop 122,134)                   | In-House |

|                                       |    |
|---------------------------------------|----|
| # of Employees Devoted to Plan Review |    |
| Salisbury                             | 3  |
| New Bern                              | 3  |
| Monroe                                | 3  |
| Gastonia                              | 25 |
| Fayetteville                          | 2  |
| Cary                                  | 6  |

While researching site plan review fees, municipalities were also asked if their site plan reviews were performed within their Engineering Department or out sourced to engineering firms. If site plans were performed in-house, municipalities were also asked to provide the number of employees who were dedicated to site plan reviews. Excluding Fayetteville, a majority of the municipalities that responded are all municipalities that have seen tremendous growth in the past 10 years and as The Town of Mooresville (TOM) continues to grow, it will begin to mirror several of these municipalities. As TOM continues to grow, the town should consider performing site plan reviews in the

Engineering Department instead of outsourcing. Also with the high growth rate in TOM, more in-house staff may be needed to keep with the demand to meet the Engineering Department’s performance measurements.

## RECREATION

|                              |  |
|------------------------------|--|
| Rock – n – Learn Summer Camp | \$20.00 per week<br>\$180.00 entire summer                             |
| Cary                         | \$125.00 per week for residents<br>\$155.00 per week for non-residents |
| Goldsboro                    | \$40.00 per week   |
| Huntersville                 | \$80.00 per week for residents<br>\$105.00 per week for non-residents  |
| Kernersville                 | \$50.00 per week   |
| Salisbury                    | \$65.00 per week for residents<br>\$135.00 per week non-residents      |
| Statesville                  | \$25.00 per week for residents<br>\$35.00 per week for non-residents   |

The Town of Mooresville’s (TOM) Recreation Department should consider having a resident and non resident fee for the Roc –N- Learn Summer Camp. The current fee for the Rock – N- Learn summer camp is lower than the municipalities that responded that their recreation department offers a similar summer camp. The Rock -N- Learn summer camp should keep the \$20.00 per week fee for residents and charge \$30.00 per week for non-residents who attend the camp.

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| Charles Mack Citizen Center \$10.00 per day for a projector. |
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The Charles Mack Citizen Center has recently purchased two projectors and could charge a \$10.00 per day to rent the projectors.

## SANITATION

|                 |  |
|-----------------|--|
| White Goods Fee |  |
| Apex            | \$18.00 per item   |
| Asheville       | \$ 5.00  |
| Carrboro        | \$16.00 – 3 or less items<br>\$4.00 – each addition item |
| Garner          | \$29.79 per item   |
| Gastonia        | \$5.00 per item  |
| Jacksonville    | \$0.00 – first two items<br>\$10.00 per additional item  |

|              |   |
|--------------|---|
| Kernersville | \$0.00 – included in property tax           |
| Lincolnton   | \$0.00                                      |
| Monroe       | \$0.00 – included in monthly sanitation fee |
| Raleigh      | \$50.00                                     |
| Salisbury    | \$0.00                                      |
| Sanford      | \$0.00 – included in annual solid waste fee |
| Statesville  | \$0.00                                      |
| Wilmington   | \$0.00 – included in monthly fee            |

|                               |  |
|-------------------------------|--|
| White Good Collection Process |  |
| Apex                          | Added to utility bill                  |
| Asheville                     | Added to utility bill                  |
| Carrboro                      | Must pay before pickup                 |
| Cary                          | Added to utility bill                  |
| Garner                        | Added to garbage bill                  |
| Gastonia                      | Added to utility bill                  |
| Jacksonville                  | Either prepay or added to utility bill |
| Kernersville                  | Invoiced before pickup                 |
| Sanford                       | Included on Tax Bill                   |

The Town of Mooresville's (TOM) Sanitation Department should consider keeping the current white goods fee. The Sanitation Department's largest concern was how to bill customers for the pick-up of white goods. A majority of the municipalities that responded to my inquiries bill their customers on their next water bill after the actual pick-up. TOM's Sanitation Department has the software ability to invoice citizens for the collection of white goods. The Sanitation Department can send the invoice and citizens can either pay directly to the Sanitation Department or at TOM's Business Office when they pay their water bills.