

**A RESOLUTION AMENDING THE
MISCELLANEOUS FEES AND CHARGES SCHEDULE**

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF CARRBORO:

Section 1: The Town Council has adopted a Miscellaneous Fees and Charges Schedule, which is periodically updated.

Section 2. The attached changes to the Miscellaneous Fees and Charges Schedule are hereby approved and shall be incorporated into to the Miscellaneous Fees and Charges Schedule.

Section 3: This resolution shall become effective on July 1, 2025.

STORMWATER ENTERPRISE

Fee Name	Department	Current Fees	New Fees	Reason
Buffer Authorization Certificate (BAC)	Stormwater Enterprise	N/A	\$250	Bad optics, stream buffers are directly related to water quality issues. Fee amount aligns with Orange Co.
Engineering Review Fees	Stormwater Enterprise			
Stormwater Management Plan Review	Stormwater Enterprise	N/A	\$185 / Hr.	Engineering Firm's rate; needs SW review hours
Field Observations (critical component installation)	Stormwater Enterprise	N/A	\$120 / Hr.	Engineering Firm's rate; needs SW review hours
Stormwater Review Fees	Stormwater Enterprise			
Single Lot Residential	Stormwater Enterprise	No Current Fee	\$100.00	Enterprise staff are not currently compensated for their work on development review
Low Impact Development (LID) Project	Stormwater Enterprise	No Current Fee	\$300.00	Enterprise staff are not currently compensated for their work on development review
Standard (less than 1-acre of new impervious)	Stormwater Enterprise	No Current Fee	\$500.00	Enterprise staff are not currently compensated for their work on development review
Standard (greater than 1-acre new impervious)	Stormwater Enterprise	No Current Fee	50 per SCM + \$500	Enterprise staff are not currently compensated for their work on development review
SCM Access & Maintenance Easement Plat	Stormwater Enterprise	No Current Fee	\$200 (fee waived if details provided on	A recording is required as per the NCDEQ MDC. The SCM O+M should provide a reference.

			preliminary & final plat)	
SCM Access & Maintenance Operations & Maintenance Plan	Stormwater Enterprise	No Current Fee	\$50	Staff time for review of O+M documents
Stream Determination (Ephemeral Streams)	Stormwater Enterprise	\$60.00	\$50 per reach + \$100	Fee to recover staff time associated with compliance with Jordan Lake Rules directives
Stream Determination (Intermittent or Perennial Streams)	Stormwater Enterprise	\$120.00	\$100 per reach + \$100	Fee to recover staff time associated with compliance with Jordan Lake Rules directives
SCM Field Observation (Initial Construction)	Stormwater Enterprise	No Current Fee	\$150 per SCM	Preference for utility staff to be present at initial installation to make observation
SCM Handoff to Association	Stormwater Enterprise	No Current Fee	\$50 per SCM	To provide an impartial transfer between developer and HOA
SCM Field Observation (Non-compliant report)	Stormwater Enterprise	No Current Fee	\$0 for 1st inspection (see below for reinspection)	Clarification item that staff are to conduct a \$0 formal inspection following non-compliance
SCM Field Observation (Notice of Violation and/or facility failure)	Stormwater Enterprise	No Current Fee	\$250 per inspection	Fee to cover staff time if item above is not met or if a release has occurred from the facility.
SCM Field Observation (Recurring 5-Year audit)	Stormwater Enterprise	No Current Fee	\$750 per SCM	Fee to recover staff time for assessing and documenting the facility once during the five-year permit cycle.

FY25-26 Scheduled Fees (Rec & Parks)

Proposed change: Chapel Hill-Carrboro City School System Rental Fees

Proposed change: Certified Non-Profit 501c3 Organizations 50% Rental Fee Discount 2x year limit

Proposed change: Drakeford Library Complex rental amenities and equipment useage fees at market rate

Proposed change: Non-Resident Fees will be 30% > Resident Fees, but no greater than \$30.00

Indoor Facilities

<u>Century Center</u>	Resident (Hourly Rate)	Non-Resident (Hourly Rate)	Rental Parameters	Payment Due
Century Hall	\$140.00	\$170.00	3 - Hour Min.	\$500.00 & under due when contract is signed. \$500.01 & more require 10% deposit when contract is signed. The remaining balance due 21 days before event day.
Kitchen	\$20.00	\$26.00	1 - Hour Min.	
Reservation Late Fee - not paid in full 21 days prior to event	\$25.00		Per Event	
Chapel Hill-Carrboro City School System Rentals	\$50.00		1 - Hour Min.	Application
Community Arts Group (Century Hall- 2:00 p.m. - 5:00 p.m.)	\$80.00		First Sunday/ Month	Application
Certified non-profit 501c3 organizations may request a 50% discount on rental fees up to two times per calendar year.	\$140.00	\$170.00	Discount limit 2x/year	Application
<u>Audio/Visual - Century Center</u>	Flat Rate		Rental Parameters	Payment Due
24-Channel Mixer	\$40.00		Per Event	Added into facility rental rate.
AM/FM/Cassette/CD Player	\$10.00			
Blu-Ray DVD Player	\$10.00			
Flip Chart	\$10.00			
Handheld Wireless Microphone	\$10.00			
Lapel Microphone	\$10.00			
Laptop Computer	\$10.00			
LCD Projector (2,000 Lumens)	\$20.00			
Panasonic LCD Projector (3,000 Lumens)	\$20.00			
<u>Civic Club</u>	Resident (Hourly Rate)	Non-Resident (Hourly Rate)	Rental Parameters	Payment Due
Civic Club	\$40.00	\$52.00	2 - Hour Min.	Application
Reservation Late Fee - not paid in full 21 days prior to event	\$25.00		Per Event	
Chapel Hill-Carrboro City School System Rentals	\$20.00		1 - Hour Min.	Application
<u>Drakeford Libray Complex</u>	Resident (Hourly Rate)	Non-Resident (Hourly Rate)	Rental Parameters	Payment Due
152- Multipurpose - Monday - Friday 9:00 a.m. - 5:00 p.m.	\$100.00	\$130.00	2 - Hour Min.	
152- Multipurpose -After 5:00 p.m. Monday - Friday & Weekends	\$120.00	\$150.00	2 - Hour Min.	
152A - ½ Multipurpose - Monday - Friday 9:00 a.m. - 5:00 p.m.	\$50.00	\$65.00	2 - Hour Min.	
152A - ½ Multipurpose -After 5:00 p.m. Monday - Friday & Weekends	\$70.00	\$91.00	2 - Hour Min.	
152B - ½ Multipurpose - Monday - Friday 9:00 a.m. - 5:00 p.m.	\$50.00	\$65.00	2 - Hour Min.	

152B - ½ Multipurpose -After 5:00 p.m. Monday - Friday & Weekends	\$70.00	\$91.00	2 - Hour Min.	\$500.00 & under due when contract is signed. \$500.01 & more require 10% deposit when contract is signed. The remaining balance due 21 days before event day.
172 - Catering	\$20.00	\$26.00	1 - Hour Min.	
176 - Theater - Monday - Friday 9:00 a.m. - 5:00 p.m.	\$100.00	\$130.00	3 - Hour Min.	
176 - Theater -After 5:00 p.m. Monday - Friday & Weekends	\$120.00	\$150.00	3 - Hour Min.	
223 - Activity Room 1 - Monday - Friday 9:00 a.m. - 5:00 p.m.	\$40.00	\$52.00	2 - Hour Min.	
223 - Activity Room 1 -After 5:00 p.m. Monday - Friday & Weekends	\$60.00	\$78.00	2 - Hour Min.	
225 - Activity Room 2 - Monday - Friday 9:00 a.m. - 5:00 p.m.	\$40.00	\$52.00	2 - Hour Min.	
225 - Activity Room 2 -After 5:00 p.m. Monday - Friday & Weekends	\$60.00	\$78.00	2 - Hour Min.	
350 - Terrace - Monday - Friday 9:00 a.m. - 5:00 p.m.	\$70.00	\$91.00	1 - Hour Min.	
350 - Terrace -After 5:00 p.m. Monday - Friday & Weekends	\$90.00	\$117.00	1 - Hour Min.	
Reservation Late Fee - not paid in full 21 days prior to event	\$25.00		Per Event	
Chapel Hill-Carrboro City School System Rentals	\$50.00		1 - Hour Min.	Application

Certified non-profit 501c3 organizations may request a 50% discount on rental fees up to two times per calendar year.	\$140.00	\$170.00	Discount limit 2x year	Application
<u>Audio/Visual - Drakeford Library Complex</u>	Resident (Daily Rate)	Non-Resident (Daily Rate)	Rental Parameters	Payment Due
Equipment details TBD	At Market Rate			Included in rental fee
<u>Outdoor Facilities</u>				
<u>Picnic Shelters</u>	Resident	Non-Resident	Rental Parameters	Payment Due
1/2 Day Picnic Shelter	\$45.00	\$58.50	1/2 Day	Application
Full Day Picnic Shelter	\$55.00	\$71.50	Full Day	Application
MLK Jr. Park Large Shelter	\$50.00/hr	\$65.00	2 - Hour Min.	Application
MLK Amphitheater	\$50.00/hr	\$65.00	1 - Hour Min.	Application
<u>Civic Club</u>	(Hourly Rate)	(Hourly Rate)	Rental Parameters	Payment Due
Town Commons	\$75.00/hr	\$97.50	2 - Hour Min.	Application
<u>Field Rentals</u> No rentals from November through February each year	Resident	Non-Resident	Rental Parameters	Payment Due
Athletic Fields	\$20.00/hr	\$26.00/hr	2 - Hour Min.	Application
Athletic Fields - Light Usage	\$40.00/hr	\$52.00/hr	2 - Hour Min.	Application
Field Preparation	\$100/field		Per Day/Per Field	Application
Maintenance & Damage Fees	At Cost		If Applicable	Following Rental
Chapel Hill-Carrboro City School System Field Rental	\$20.00/hr		2 - Hour Min.	Application
Chapel Hill-Carrboro City School System Field Rental - Light Usage	\$40.00/hr		2 - Hour Min.	Application
<u>Field Rentals - Tournament Fees</u> No rentals from November through February each year	Resident	Non-Resident	Rental Parameters	Payment Due
Field Rental	\$20.00/hr	\$26.00/hr	Per Day	Application
Light Usage	\$40.00/hr	\$52.00/hr	2 - Hour Min.	Application
Field Preparation	\$100/field		Per Day/Per Field	Application
Maintenance & Damage Fees	At Cost		If Applicable	Following Rental
Tournament Fee Per Day	\$40.00/hr	\$52.00/hr	Per Day	Application
Police	\$40.00/hr	\$52.00/hr	4 - Hour Min.	Application
<u>Athletic Court Rentals</u>	Resident (Hourly Rate)	Non-Resident (Hourly Rate)	Rental Parameters	Payment Due
Tennis Courts - Residents may request 1 free hour per day between 8am to 3pm. Consecutive days at same time is not permitted.	\$0.00	\$26.00	1 - Hour Min.	Application
Tennis Courts - after 3pm M-F and weekends	\$20.00	\$26.00	1 - Hour Min.	Application
Athletic Courts	\$20.00	\$26.00	1 - Hour Min.	Application
Athletic Courts - Light Usage	\$40.00	\$52.00	2 - Hour Min.	Application
<u>Disc Golf- Tournament Fees</u>	Resident	Non-Resident	Rental Parameters	Payment Due
One Round	\$35.00	\$45.50	Per Day	Application
Two Rounds	\$45.00	\$58.50	Per Day	Application
<u>Block Party Rental</u>	Resident (Daily Rate)	Non-Resident (Daily Rate)	Rental Parameters	Payment Due
Includes 5 tables, 30 chairs, outdoor games, and coolers	\$150.00	\$180.00	Per Day	Application

<u>Equipment Bag Rental</u>	Resident (Daily Rate)	Non-Resident (Daily Rate)	Rental Parameters	Payment Due
Bag Deposit Plus Fee Below	\$10.00	\$13.00	Per Day	Application
Adult Bag - Basketball, Frisbee, Volleyball, Horseshoes, Softball	\$125.00	\$155.00	Per Day	Application
Child Bag - Basketball, Frisbee, Volleyball, Playground Ball, Volleyball, Wiffle Ball & Bat	\$50.00	\$65.00	Per Day	Application
Croquet Bag	\$50.00	\$65.00	Per Day	Application
Basic Volleyball Bag	\$50.00	\$65.00	Per Day	Application
<u>Customized Bags</u>	Resident (Daily Rate)	Non-Resident (Daily Rate)	Rental Parameters	Payment Due
Volleyball & Volleyball Net	\$40.00	\$52.00	Per Day	Application
Softball & Softball Bat	\$40.00	\$52.00	Per Day	Application
Horseshoe Set	\$50.00	\$65.00	Per Day	Application
Frisbee	\$5.00	\$6.50	Per Day	Application
Basketball	\$5.00	\$6.50	Per Day	Application
Playground Ball	\$5.00	\$6.50	Per Day	Application
Wiffle Ball & Bat	\$10.00	\$13.00	Per Day	Application
Croquet Set	\$50.00	\$65.00	Per Day	Application
<u>Concessionaires</u>	Flat Rates		Rental Parameters	Payment Due
Long-Term Deposit (Athletic leagues, 32 or more days)	\$150.00		Per Program	Application
Fo-Profit (Food Trucks or Trailers)	\$500.00		Length of Program	Application
For-Profit (One-Two Item Vendors/Carts)	\$250.00		Length of Program	Application
Non-Profit (Food Trucks or Trailers)	\$300.00		Length of Program	Application
Non-Profit (One-Two Item Vendors/Carts)	\$150.00		Length of Program	Application
Short-Term Deposit	\$50.00		Per Event	Application
For-Profit 1-2 Days	\$25.00		Per Event/Per Day	Application
For-Profit 3-5 Days	\$20.00		Per Event/Per Day	Application
For-Profit 6-31 Days	\$15.00		Per Event/Per Day	Application
Non-Profit 1-2 Days	\$12.00		Per Event/Per Day	Application
Non-Profit 3-5 Days	\$10.00		Per Event/Per Day	Application
Non-Profit 6-31 Days	\$8.00		Per Event/Per Day	Application
<u>Admission Fees</u>	Resident	Non-Resident	Rental Parameters	Payment Due
Drop-In Program	Fees Vary	Fees Vary	Per Program	Application
Performance/Concert Tickets	Fees Vary	Fees Vary	Per Event	Application
Athletic Game Protest Fee (<i>fee returned if protest ruled to be valid</i>)	Fees Vary	Fees Vary	Per Protest	Application
<u>Recreation Programs</u>	Resident	Non-Resident	Rental Parameters	Payment Due
Athletic Instructional Programs (Camps and Clinics)	Fees Vary	Fees Vary	Per Program	Registration
Athletic Leagues - Adult	Fees Vary	Fees Vary	Per Program	Registration
Athletic Leagues - Youth	Fees Vary	Fees Vary	Per Program	Registration
General Programs - Youth	Fees Vary	Fees Vary	Per Program	Registration
General Programs - Adult	Fees Vary	Fees Vary	Per Program	Registration
General Programs - Teen	Fees Vary	Fees Vary	Per Program	Registration
General Programs - Active Life	Fees Vary	Fees Vary	Per Program	Registration
General Programs - Specialized Recreation	Fees Vary	Fees Vary	Per Program	Registration

General Programs - Special Events	Fees Vary	Fees Vary	Per Event	Registration / Upon Purchase
Program Concessions / Souvenirs	Fees Vary	Fees Vary	Per Program	Upon Purchase
<u>Out-of-County Fee</u>				
Annual Out-of-County flat fee \$81.00				
Non-Resident Fees will be 30% > Resident Fees, but no greater than \$30.00				
<i>No Out-of-County Fee is assessed to programs that recover 100% or more of direct cost.</i>				
<i>When Out-of-County fees apply, participants should provide documentation of county residency.</i>				
<u>Special Event Information*</u>	Resident	Non-Resident	Rental Parameters	Payment Due
Food Vendors - Flat fee to be determined by the nature and projected attendance of the event. Fee paid in advance upon acceptance of application.	Varies	Varies	Per Event	Application
Event Booths (Community Groups, Non-Profit Groups, etc.)	\$15.00-\$45.00	\$15.00-\$45.00	Per Event	Application
* Additional fees may apply for additional Town services (Fire, Police, Public Works, etc..)				
<u>Administrative Refund Fees</u>	Flat Rates		Rental Parameters	Payment Due
Facilities - Indoor	10% of Rental		Per Reservation	Receives refund within 7-10 business days after request has been processed.
Facilities - Outdoor	\$5.00		Per Reservation	
Program/Activities	\$5.00		Per Activity	
Summer Camp	\$40.00		Per Camp	
<u>Special Fee Waiver</u>				
Youth Athletic Head Coach	The registration fee for one child of a youth athletic league head coach shall be waived. The volunteer needs to be recognized as the "head" coach and the parent, guardian, or grandparent of the youth participant			
Town Employees and Family	Town employees and their family in their household will receive a 25% discount off all preregistered classes and/or facility rentals.			
Special Event Request	Requires the approval of the Special Event Committee.			
Financial Assistance Program (FAP)	Full fee waivers for recreations programs or a 25% discount on recreation programs are available to those who apply and meet certain income eligibility guidelines and are approved. See Financial Assistance Program Policy for more details.			
Certified non-profit 501c3 organizations	May request a 50% discount on rental fees up to two times per calendar year.			
Audio/Visual	Fees may be requested to be waived by a certified non-profit 501c3 organizations.			

Planning, Zoning & Inspections		
Construction Permit Fees		
Administrative Fees		
Online Permitting and Access (charged on each individual permit)	\$40.00	
Re-inspection Fees (per inspection type)		
After 2nd failure	\$75.00	
After 4th failure	\$150.00	
After 6th failure	\$300.00	
Expired Permit Re-activation	\$25 per related trade	
Recyclable Materials Permit	10% of total assessed building permit fee	
Technical Review (building permits only)	\$100.00	
Work initiated without required construction permits	Twice original non-administrative permit fees	
<i>Refunds approved at the discretion of the Code Enforcement Supervisor or Designee</i>		
Building		
Building - Residential - New Construction/Renovation/Alteration	\$0.26	per square foot of work area (\$65 minimum)
Building - Commercial - New Construction/Renovation/Alteration	\$0.26	per square foot of work area (\$200 minimum)
Demolition Permit	\$65.00	
Relocation of Structures	\$65.00	
Mobile Home Set up	\$65.00	
Homeowner's Recovery Fund	\$10.00	
Commercial New Construction - Open Parking Structure	\$0.30	of non-administrative fees
Stocking Fee (Furniture/equipment/stock installation prior to issuance of Certificate of Occupancy)	\$0.05	per square foot of work area

Electrical		
Electrical - Residential	\$0.18	per square foot of work area (\$65 minimum)
Electrical - Commercial	\$0.18	per square foot of work area (\$200 minimum)
Temporary Saw Service	\$50.00	
Conditional Power	\$150.00	
Commercial - Open Parking Structure	\$0.30	of non-administrative fees
Service Changes/Additions		
Up to 400A	\$150.00	
Above 400A	\$250.00	
Sign Installation	\$75.00	
Mechanical		
Mechanical - Residential	\$0.18	per square foot of work area (\$65 minimum)
Mechanical - Commercial	\$0.18	per square foot of work area (\$200 minimum)
Gas Lines (Only Applied if gas line is only work on permit)	\$75.00	
Residential and Multi-Family Tenant Space Changeout per Appliance (HVAC equipment, fireplace, humidifiers, unit heaters, et al.) (Any appliance that is hardwired or permanently connected to gas line)	\$100.00	
Commercial Changeout per Appliance (HVAC equipment, fireplace, humidifiers, unit heaters, gas pump et al.) (Any appliance that is hardwired or permanently connected to gas line)	\$200.00	
Plumbing		
Plumbing - Residential	\$0.18	per square foot of work area (\$65 minimum)
Plumbing - Commercial	\$0.18	per square foot of work area (\$200 minimum)
Plumbing Permit Fee	\$0.18	per square foot of work area
Residential Water Heater Changeout	\$100.00	
Commercial Water Heater Changeout	\$200.00	
Gas Lines (Only Applied if gas line is only work on permit)	\$75.00	

Sewer Ejector Pump Installation	\$50.00	
Grease Trap Installation - under cabinet	\$50.00	
Grease Trap Installation - in-ground	\$200.00	
Land Use Permit Fees		
Zoning Permits		
Home Occupation	\$75.00	
New fee category - Major Home Occupation	\$100.00	
Zoning Map Amendments		
New subtitle "Conditional Zoning Districts"		
To a Conditional Zone, Residential		
To a Conditional Zone, Commercial		
Add an empty line		
New Subtitle "Conventional Zoning Districts"		
To C, NPD, WR, RR, R-20, etc.		

PZI (Building Justification): This updated fee schedule reflects an overall streamlining of the Town of Carrboro building permit fees. This effort was focused primarily on accessibility and equity across all permit types and requirements, making the requirements more straightforward, easily calculable, and equitable for underserved residential populations and small business owner. These updates also address the overall increase on labor cost over the last fifteen years since many of the building fees were designed and adopted, as well as some of the outdated fees related to the paper process, which has since been replaced by an online permitting system, so they may be removed from the fee schedule.

To highlight a major change, the commercial trade minimum fees have decreased from \$275 to \$200 per trade and from \$275 to \$225 on building. Smaller-scale permits, typically those for work performed in small businesses, often receive minimum permit fees rather than the square footage fees, so this change will lower the burden caused by trade and building fees by 27%.