



## **FEE SCHEDULE (2023 - 2024)**

# **TOWN OF LIBERTY**

**Effective: July 1, 2023**

All previous fee schedules are obsolete  
and these updated fees provide for changes within the any/all applicable Town Ordinance Sections.

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**NOTES:** These fees, charges and rates are effective as of July 1, 2022. All previous fee schedules are obsolete.

**ADULT ESTABLISHMENT / SEXUALLY ORIENTED BUSINESS LICENSE FEES**

Annual Fee	<b>\$3,000</b>
Per partner or corporate officer, director or individual holding 10 percent or more interest in the corporation	<b>\$1,000</b>
Annual Adult Entertainer License Fee	<b>\$1,200</b>

**ALCOHOLIC BEVERAGE CONTROL SYSTEM (ABC) PERMITS AND FEES**

§ 105-113.77. City malt beverage and wine retail licenses.

Malt Beverage			Wine (Fortified and/or Unfortified)	
Location Number	Off Premises	On & Off Premises	Off Premises	On & Off Premises
1	<b>\$5.00</b>	<b>\$15.00</b>	<b>\$10.00</b>	<b>\$15.00</b>
2	<b>\$5.50</b>	<b>\$16.50</b>	<b>\$11.00</b>	<b>\$16.50</b>

**ANIMAL CONTROL DEPARTMENT**

Impoundment/Holding Fees*	<b>\$25.00</b>	First Offense/per day holding Charge
	<b>\$40.00</b>	Second Offense/per day holding charge
	<b>\$60.00</b>	Each Subsequent Offense/per day holding charge
Owner surrender of animal	<b>\$ 20.00</b>	

\* This **daily** impound/holding fee is charged for any “stray” animal captured or held by the Liberty Police for any given amount of time until released to the animal owner. Payment will be due at time of animal release to the owner. The Town of Liberty is not responsible for impounded/stray animals, licensed or otherwise, and provides no minimum or maximum holding time before transporting animals to the county animal shelter.

**Use of Animal Traps**

Fee for damage or loss - Small Trap	<b>\$25.00</b>
Fee for damage or loss - Large Trap	<b>\$100.00</b>

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Requests for traps may be made by calling the Liberty PD at 622-9053, visiting the PD at 451 W. Swannanoa Ave, or by calling 9-1-1 and requesting a non-emergency animal dispatch. All payments must be made at Liberty Town Hall located at 239 S. Fayetteville Street.

The traps will be delivered to the location, set up and retrieved by a Liberty Police staff member. Traps may be used for not more than one week per request. If trap is damaged or missing at the arranged pick up time and place, the user will be issued an invoice for the cost of the trap as above. Trap may be reissued at the sole discretion of the Chief of Police.

Traps may be issued after hours at the discretion of the Chief of Police.

The Chief of Police reserves the right to refuse issuing traps to individuals who abuse the service or for violations of the policy.

Civil Penalty fees charged for violation of the following dog/pet ordinances

<b>Section 96 Vaccinations</b>	1st Offense	<b>\$ 10.25</b>
	2nd Offense	<b>\$ 25.60</b>
<b>Section 96 Running At Large or Unrestrained or Defecation on public property/property not owned by animal owner</b>	1st Offense	<b>\$ 25.00</b>
	2nd Offense	<b>\$ 50.00</b>
	3rd Offense	<b>\$ 100.00</b>

**CEMETERY FEES AND RATES**

Plot in Fairview	In-Town Resident	<b>\$ 1,000.00</b>
	Out-of-Town Applicant	<b>\$ 1,200.00</b>
Grave Openings	Regular Plot Preparation	<b>\$ 1,200.00</b>
	Cremation Preparation	<b>\$ 600.00</b>

**CIVIL PENALTIES**

Civil Penalty fees for failure to acquire proper **ABC permit**

1st Offense	<b>\$ 50.00</b>
2nd Offense	<b>\$ 100.00</b>

3rd Offense	<b>Escalated to criminal offense</b>
Civil Penalty fees for violation of <b>Solid Waste</b> ordinance Chapter 54 Liberty Town Code:	
1st Offense	<b>\$ 50.00</b>
2nd Offense	<b>\$ 100.00</b>
3rd Offense	<b>Escalated to criminal offense</b>
Nuisance Vehicles	
Initial Nuisance Vehicle Survey	<b>\$ 25.00</b>
Second survey of same vehicle	<b>\$ 100.00</b>
Third survey of same vehicle	<b>\$ 250.00</b>

Civil penalty fees for violation of Section 130 not otherwise specified in 130.99:	
1st Offense	<b>\$ 50.00</b>
2nd Offense	<b>\$ 100.00</b>
3rd Offense	<b>\$ 150.00</b>
After 3rd Offense, at discretion of Police Chief may be escalated to criminal offense under NCGS 14.4 Time period for offenses must be within twelve months of first offense.	

Civil penalty fees for <b>traffic and/or parking</b> violations, except as noted below:	
Parking (Each Offense)	<b>\$ 25.00 (Section 71.01 (A)(13),(14),(15), (16)</b>
	<b>\$ 5.00 (Section 71 (A) (1-12); 71.02 - 71.09</b>
Late Ticket Charge	
More than 30 days of issuance	<b>\$ 50.00</b>
More than 60 days of issuance	<b>\$ 100.00</b>

<b><u>DEVELOPMENT SERVICES DEPARTMENT</u></b>	
Petition for Variance Board of Adjustment	<b>\$ 150.00</b>
Conditional Use Permit	<b>\$ 300.00</b>
Conditional Use Rezoning & Permit simultaneously	<b>\$ 375.00</b>
<b>Zoning Compliance Permit:</b>	
Single Family	<b>\$ 35.00</b>
Accessory Structure Single Family	<b>\$ 20.00</b>
Multi-Family (4 dwellings and Down)	<b>\$ 150.00</b>
Multi-Family (5 dwellings and Up)	<b>\$ 400.00</b>
Commercial / Industrial	<b>\$ 400.00</b>
Commercial / Industrial Developments with multi-use and / or structures	<b>\$ 475.00</b>
Accessory Structure Commercial / Industrial	<b>\$ 45.00</b>
Sign	<b>\$ 35.00</b>
Change of Occupancy	<b>\$ 35.00</b>
Change of Use	<b>\$ 275.00</b>
Text Amendment	<b>\$ 300.00</b>
Zoning Compliance Letter	<b>\$ 100.00</b>
Minor Subdivision Review	<b>\$ 275.00</b>
Major Subdivision Review	<b>\$ 500.00</b>
Preliminary Plat Review	<b>\$ 350.00</b>
Final Plat Review	<b>\$ 500.00</b>
Standard Rezoning	<b>\$ 450.00</b>
Special Use Permit	<b>\$ 575.00</b>

**FILING FEES (ELECTIONS)**

Mayor	<b>\$20.00</b>
Council	<b>\$10.00</b>

**FIRE PREVENTION PERMITS AND FEES**

The following required permits are located in Chapter 1 of the North Carolina Fire Prevention Code listed as mandatory. There may be exceptions to some of the following required operational and/or construction permits--each application will be evaluated on an individual basis. Issued permits shall be kept on the premises designated therein at all times and shall be readily available for inspection by the fire official.

**Operational Permits:**

1. Amusement buildings.
2. Carnivals and fairs.
3. Covered mall buildings, for the following:
  - a. The placement of retail fixtures and displays, concession equipment, displays of highly combustible goods and similar items in the mall
  - b. The display of liquid- or gas- fired equipment in the mall.
  - c. The use of open-flame or flame-producing equipment.
4. Exhibits and trade shows
5. Explosives: Exception: Fireworks allowed by NC General Statute 14-414
6. Flammable and combustible liquids.
7. Fumigation and thermal insecticide fogging
8. Liquid-or gas-fueled vehicles or equipment in assembly buildings
9. Private fire hydrants
10. Pyrotechnic special effects material
11. Spraying or dipping
12. Temporary membrane structures, tents and canopies

**\$ 25.00 each****Mandatory Construction Permits:**

1. Automatic fire-extinguishing systems
2. Compressed gases
3. Fire alarm and detection systems and related equipment
4. Fire pumps and related equipment
5. Flammable and combustible liquids
6. Hazardous materials
7. Industrial ovens
8. Private fire hydrants

**\$ 25.00 each**

9. Spraying or dipping 10. Standpipe systems 11. Temporary membrane structures, tents and canopies	
Requested Fire Inspection	<b>\$ 25.00</b>
Annual Inspection and 1 (one) follow-up (30 days between inspections)	<b>No Charge</b>
3rd inspection (30 days between inspection)	<b>\$ 50.00</b>
Any additional inspection (15 days between inspections)	<b>\$ 50.00</b>
Non-Life Safety Violations	<b>\$ 50.00 per violation</b>
Life Safety - Occupancy Violations	<b>\$ 50.00</b>
Life Safety-Locked, Blocked, or Obstructed Exit After 1 (one) Warning	<b>\$ 500.00</b>
Overcrowding	<b>\$ 100 per person over the posted Occupancy Certificate</b>

<b><u>GENERAL CHARGES</u></b>	
Copies	<b>\$ .25 per page</b>
Fax Copies	<b>\$ 2.00 per fax (limit 10 pages)</b>
Returned Check Fee (Per NCGS 23-3-506)	<b>\$ 25.00</b>
Code of Ordinances, Zoning Ordinance or other Town Publications	<b>\$ 25.00 or \$ .25 / page - whichever is greater</b>
Police Reports / Faxes	<b>\$ 2.00 / report or \$ .25 / page - whichever is greater</b>
Property Tax Rate	<b>\$ .60 cents per \$100.00 valuation</b>
Municipal Vehicle Tax NCGS § 20-97	<b>\$ 5.00 (Collected via Annual Tax Bill)</b>



**LIBRARY**

Fees (Charges are uniform for Randolph County)

Library Card	<b>No Charge for first card</b>
Replacement Cards	<b>\$ 1.00 for the first replacement card. \$ 5.00 for any additional cards.</b>
Copies	<b>\$ .20 per page</b>

**PARKS & RECREATION FACILITIES**

Park Facility Rentals

(Applies to Paul Henry Smith and/or Freedom Parks—See Rental Agreement for additional requirements)

Cleaning Deposit for Parks/Facilities rented (Deposits returned after facilities pass a satisfactory inspection)	<b>\$ 50.00</b>	
Baseball Fields	<b>\$ 10.00 / hour</b>	<b>\$ 20.00 / hour with lights</b>
Softball Fields	<b>\$ 10.00 / hour</b>	<b>\$ 20.00 / hour with lights</b>
Basketball Goals	<b>\$ 10.00 / hour</b>	<b>\$ 20.00 / hour with lights</b>
Park Shelter / Farmers' Market	<b>\$ 50.00 / day</b>	
Old Concession Stand - Freedom Park	<b>\$ 55.00 / day</b>	

**NOTES:**

Our parks are public parks and even though several facilities may be rented at the same time, one person/group may not rent all the like facilities; i.e., cannot rent all ball fields, at any one period.

Once rented, rental fees will not be refunded. In case of cancellation or inclement weather, the renting parties will be given the opportunity to reschedule the event at no additional charge.

Under no circumstances may the renting party use public property for the purpose of making a profit.

**Other Recreation Fees**

Roy C. Reitzel Center Rental

(See Rental Agreement for additional requirements)

Church and recognized Civic Organizations	<b>\$ 20.00</b>
Clubs / other organizations	<b>\$ 28.00</b>
All other groups - Resident	<b>\$ 57.00</b>
All other groups - Non-Resident	<b>\$ 114.00</b>

New Sign Sponsor	<b>\$ 350.00</b>
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Renewal Sign Sponsor	<b>\$ 150.00</b>
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Youth Athletics	<b>\$ 20.00 - \$50.00</b>
Concession Items - Various	<b>\$ .05 - \$5.00</b>

### **UTILITY FEE SCHEDULE**

#### **IN-TOWN RATES - WATER**

First 3,000 gallons	<b>\$ 24.38</b>
3,001 - 6,000	<b>\$ 5.67 per thousand gallons</b>
6,001 - 25,000	<b>\$ 6.17 per thousand gallons</b>
25,001 and above	<b>\$ 6.60 per thousand gallons</b>

#### **OUT-OF-TOWN RATES - WATER**

First 3,000 gallons	<b>\$ 48.76</b>
3,001 - 6,000	<b>\$ 11.34 per thousand gallons</b>
6,001 - 25,000	<b>\$ 12.34 per thousand gallons</b>
25,001 and above	<b>\$ 13.20 per thousand gallons</b>

#### **IN-TOWN RATES - WASTEWATER**

Base	<b>\$ 16.30</b>
First 3,000 gallons	<b>\$ 6.72 per thousand gallons</b>
3,001 - 6,000	<b>\$ 7.15 per thousand gallons</b>
6,001 - 25,000	<b>\$ 7.65 per thousand gallons</b>
25,001 and above	<b>\$ 8.07 per thousand gallons</b>

#### **OUT-OF-TOWN RATES - WASTEWATER**

Base	<b>\$ 32.60</b>
First 3,000 gallons	<b>\$ 13.44 per thousand gallons</b>
3,001 - 6,000	<b>\$ 14.30 per thousand gallons</b>
6,001 - 25,000	<b>\$ 15.30 per thousand gallons</b>
25,001 and above	<b>\$ 16.14 per thousand gallons</b>

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IRRIGATION RATES	
Irrigation Meter	\$ 300.00
First 3,000 gallons	\$ 24.38
3,001 - 6,000	\$ 5.67 per thousand gallons
6,001 - 25,000	\$ 6.17 per thousand gallons
25,001 and above	\$ 6.60 per thousand gallons

Hydrant Meter Rates	
Base Rate	\$ 45.00
Rate Per 1,000 gallons	\$ 13.44

<b>Utility Deposits:</b>	
In Town Owner or Renter*	\$ 65.00
Out of Town	\$ 130.00
<p>A deposit is required for initial service and may be transferred to another residence during continued service within the service area. If service is disrupted, a separate deposit shall be made. If service is discontinued, the deposit shall be applied to the final bill. If any of the deposit is remaining, it will be returned to the account holder.</p> <p>*Renters must show a lease agreement in order to begin service</p>	

Meter Testing Fee	\$ 30.00 Paid if results are within +/- 2.5% accuracy
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## BILLING CYCLE:

Bills are mailed on or about the 20th of each month.

**Payment is due by 5:00 PM on the 15th of month following the month bills were issued.**

**If the 15<sup>th</sup> falls on a weekend, payment is due by 5:00 PM the following Monday.**

**If the payment is received after the due date, a late fee of \$7.00 will be assessed.**

***If the payment is not received by close of business the 5<sup>th</sup> day of the month following the due date, water will be cut off and a \$45.00 fee for non-payment will be assessed.***

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For Example: The bill for water usage in April and May is mailed to consumers on May 20th. If payment in full is not received by June 15th (or the following Monday if June 15th is on a weekend), a \$7.00 late fee will be assessed and added to the bill. If the full payment, including the \$7.00 late fee is not then paid by July 5th, service will be discontinued to the customer, or cut off, and a \$45.00 fee for non-payment will be assessed. In order to have service restored, the customer must now pay the usage amount, the late fee and the fee for non-payment.

We encourage consumers to use our online bill pay service that can be found on [www.Liberty-NC.com](http://www.Liberty-NC.com).

<b><u>UTILITY PENALTIES</u></b>	
Late Payment--penalty added to bills received after 15th of month	<b>\$ 7.00</b>
Fee for Non-Payment	<b>\$ 45.00</b>
<b>Fee for After Hours Restoration of Utility Service</b>	<b>\$ 50.00*</b>
Total amount of bill, penalty and fee for non-payment must be paid prior to reconnection. If after hours, the after hour fee will be added to the next bill.	
Water Theft / Meter Tampering	<b>\$ 500.00</b>
<p>The Town of Liberty may employ the full force of the State of North Carolina General Statutes (GS 14-151) to deter water theft. This law permits the Town of Liberty to charge the perpetrator either <b>\$5000.00</b>, or three times the actual losses and damages, whichever is greater. Enforcement measures may include the levying of fines, discontinuation of existing service, removal of existing service connections, demanding full payment of new service charges for reinstatement of service, the recording of liens for unpaid fines and fees, and/or any other measure allowed by law. In extreme cases, deterrence measures may include the filing of criminal charges.</p> <p>It shall be the responsibility of every Town of Liberty employee to be vigilant for instances of water theft. Authority to implement and interpret this policy is delegated to the Town Manager of the Town of Liberty.</p>	
<b>Water and Sewer Tap Fees</b>	
<b>IN-TOWN RATES</b>	
<b>Tap Size</b>	<b>Tap Fee</b>
3/4 - inch (Residential)	<b>\$300 + cost of the tap</b>
1 - inch and above	<b>\$600 + cost of the tap</b>
<b>OUT OF TOWN RATES</b>	
<b>Tap Size</b>	<b>Tap Fee</b>
3/4 - inch (Residential)	<b>\$600 + cost of the tap</b>
1 - inch and above	<b>\$1,200 + cost of the tap</b>

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<b>WASTEWATER DISCHARGE AT WWTF</b>	
Waste Generated in town	<b>\$45.00 or \$10.00 / gallon whichever is greater</b>
<i>Contractor Dumping--This fee is set up for any septic trucks wanting to dump their waste into our wastewater treatment plant. The plant ORC will be in charge of accepting the waste or not.</i>	

Water and Sewer tap fees shall be paid in accordance with the Fee Schedule for each separate use in a major subdivision. One-half of the total fees shall be paid at the time of approval of the Preliminary Plat, and the remaining one-half at the time of approval from all applicable state agencies. For all other construction, applicable water and sewer tap charges shall be paid prior to the issuance of building permits for the proposed construction.

Payment of tap fees for reserved sewer flow capacity shall be paid at the time of town's approval. If development plans have not been approved and a permit issued by the town within 18 months from the date such capacity is available, the reservation becomes null and void and the town retains the tap fees.

Reserved sewer flow is subject to availability.

<b><u>SOLID WASTE FEES</u></b>	
1 Cart	<b>\$17.00 per month</b>
Section 91; Liberty Code of Ordinances This amount is charged for all residential and/or business units qualifying for curbside pickup (churches included) with one container. One additional container may be obtained at <b>\$17.00</b> per month. <b>The customer should consider contracting for a private dumpster if more than three cans are required.</b>	
Special Collections – with Grapple Truck	
2 Scoops per week	<b>Free</b>
Each Additional Scoop	<b>\$25.00</b>
1 Dump Truck Load	<b>\$200.00</b>
½ Dump Truck Load	<b>\$120.00</b>
<b><u>CODE ENFORCEMENT FEES</u></b>	
Mowing Neglected Private Lots	<b>Cost = 150% / Minimum 1.5 hours</b>
Tight Radius - Zero Turn Mower	<b>\$35 / hour per mower</b>
Tractor - Rotary Mower	<b>\$75 / hour per mower</b>
Tractor - Side Arm Mower	<b>\$95 / hour per mower</b>
Manual Labor for Correcting Violations	<b>\$30 / hour per employee</b>

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