

**LEE COUNTY, NORTH CAROLINA
BUDGET ORDINANCE
FISCAL YEAR 2018-2019**

BE IT ORDAINED by the Board of Commissioners of Lee County, North Carolina:

SECTION 1. There is hereby appropriated in the General Fund the following amounts for the purpose of operating the County of Lee during the Fiscal Year beginning July 1, 2018 and ending on June 30, 2019 in accordance with the chart of accounts heretofore established for this county:

Commissioners	\$ 206,383
Administration	463,725
Human Resources	447,050
Finance	562,644
Internal Services	704,834
Strategic Services	430,853
Tax-Appraisal	618,187
Tax-Collections	686,483
Tax-Listing	374,555
County Attorney	344,099
Court Facilities	41,100
Elections	415,289
Register of Deeds	341,219
Information Technology	1,303,769
Information Technology – PEG Channel	96,341
Buildings and Grounds	3,148,986
Sheriff	4,968,715
Animal Control Enforcement	285,614
School Resource Officers	1,225,927
Sheriff-Communications	336,591
Jail	2,454,252
911 Communications	357,836
State Forestry	100,194
Inspections	21,744
Medical Examiner	70,000
Juvenile Justice	400
Juvenile Detention	75,000
Emergency Medical Services	573,520
Emergency Services	281,734
Fire Marshal	319,349
Airport	200,000
Planning & Zoning	461,694
Economic Development	1,007,085
Agriculture Extension	252,271
Soil Conservation	163,939
Health Department – Administration	702,541
Health Department - Programs	

Maternal Health	244,857
Child Health	215,023
Primary Care	95,810
Promotion	124,102
WIC – Client Services	208,257
Family Planning	264,696
Animal Control	193,032
Environmental Health	489,225
AIDS Control	43,045
Bioterrorism	41,849
WIC – Breast Feeding	72,092
Child Service Coordinator	159,560
Communicable Disease	248,086
Breast/Cervical Cancer Control	22,933
Immunizations	89,487
Pregnancy Care Management	166,936
WIC – General Administration	13,612
WIC – Nutrition Education	76,111
Mental Health Contribution	240,000
DSS Administration	7,236,544
DSS Programs	1,217,018
Human Services Nonprofits	43,500
Senior Services-Transportation	1,053,343
Senior Services-General	1,024,587
JCPC	161,771
Lee County School System	
<i>Current Expense</i>	17,862,278
<i>Capital Expense</i>	1,347,506
<i>Lottery Projects</i>	685,000
Central Carolina Community College	
<i>Current Expense</i>	2,887,725
<i>Special Appropriation</i>	125,000
<i>Capital Expense</i>	45,000
<i>Civic Center Expense</i>	64,930
Library	709,689
Parks & Recreation	1,536,793
Cultural & Recreational Nonprofits	7,000
Debt Service	11,347,171
Reserve for Unemployment Tax	25,000
Reserve for Worker's Compensation	20,000
Transfer to Capital Reserve	712,000
TOTAL APPROPRIATIONS	\$ 75,164,491

SECTION 2. It is estimated that the following revenues will be available for use by the County of Lee to fund the operations appropriated - Section 1 during the Fiscal Year beginning July 1, 2018 and ending on June 30, 2019:

Ad Valorem Taxes	
Current Year Tax Levy	\$ 42,502,078
Prior Years Taxes	579,200
Local Option Sales Tax	14,830,164
Other Taxes and Licenses	437,707
Unrestricted Intergovernmental Revenues	703,310
Restricted Intergovernmental Revenues	8,390,119
Permits and Fees	269,541
Sales and Services	2,811,775
Investment Earnings	230,000
Miscellaneous	400,392
Transfers from Other Funds	2,067,120
Fund Balance Appropriated	1,943,085
TOTAL REVENUES	\$ 75,164,491

SECTION 3. All funds received, which are committed to be spent by law or contract, are ordered spent for those purposes. Additional funds appropriated for those purposes are ordered to come from General County Revenues to the extent necessary. The one-half cent sales taxes designated for School Capital Outlay are ordered to be used to retire existing School Debt Service.

SECTION 4. The following amounts are hereby appropriated in the Room Occupancy Tax Fund for the Fiscal Year beginning July 1, 2018 and ending June 30, 2019:

Central Carolina Community College	
Civic Center – Current Expense	\$ 238,000

SECTION 5. It is estimated that the following revenues will be available to the Room Occupancy Tax Fund for the Fiscal Year beginning July 1, 2018 and ending on June 30, 2019:

Room Occupancy Tax Revenue	\$ 238,000
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SECTION 6. The following amounts are hereby appropriated to the Solid Waste Management Fund for the Fiscal Year beginning July 1, 2018 and ending on June 30, 2019:

Solid Waste Management	\$ 209,380
Waste Collections	1,386,615
TOTAL APPROPRIATIONS	\$ 1,595,995

SECTION 7. It is estimated that the following revenues will be available to the Solid Waste Management Fund for the Fiscal Year beginning July 1, 2018 and ending on June 30, 2019:

Other Revenues	\$ 39,500
1% Surcharge on Tires	78,000
White Goods Disposal Fee	25,000
Interest Income	8,000
Landfill Tipping Fee	110,176
Rural Household Disposal/Collection Fees	1,246,194
Fund Balance Appropriated	89,125
TOTAL REVENUES	\$ 1,595,995

SECTION 8. SOLID WASTE RULES AND DISPOSAL FEES: The charges and rules for solid waste disposal in Lee County shall be as follows:

- a. There will be a solid waste disposal fee of one hundred seven dollars and fifty cents (\$107.50) annually for each club, church, residential based commercial enterprise, and each County residence located outside the corporate limits of the City of Sanford and of the Town of Broadway. Exemptions for vacancies at mobile home parks can be requested by the owner and will be provided upon proof the vacancies exist. Households subject to fees are those in existence on January 1, 2018. New households will be added upon completion as verified by the County building permit.
- b. The rural household disposal and recycling center fee shall be billed with the ad valorem taxes and shall be payable at the same time and in the same manner as taxes. The first moneys paid shall be applied to the solid waste fee. Interest on delinquent fees shall be assessed in the same manner as though the fee were ad valorem taxes. The annual fee shall become a lien upon the real property as though it were ad valorem taxes.
- c. The entry into any convenience center, the landfill site or transfer station of any vehicle signifies the consent of the owner and driver of the vehicle for it to be searched so that it can be ensured that no hazardous or prohibited substance is brought into the Convenience Center, landfill or transfer station.
- d. All haulers who must pay the per ton disposal fee shall pay at the time the solid waste or recyclables are delivered to the landfill site or transfer station unless arrangements have been made for periodic billing.
- e. Solid waste collections from institutional facilities through the Solid Waste Division will be done at the rate of two dollars and twenty-five cents (\$2.25) per cubic yard for solid waste and at the rate of one dollar and thirty-two cents (\$1.32) per cubic yard for cardboard. Fee charged is based on the container size, not the amount of contents.
- f. Private haulers collecting rural (outside municipality) household waste will be required to furnish the County Tax Assessor a list of all his rural clients in Lee County. This list must be delivered to the Tax Assessor prior to March 1, 2018. The Tax Assessor will use this list to exempt the clients from the fifty-three dollars and seventy-five cents (\$53.75) annual disposal fee charged on the tax bill. The private haulers will also be required to furnish a monthly client cancellation list to the Tax Assessor who in turn will bill these clients for the remaining annual disposal fee.

- g. All solid waste or recyclables entering the landfill site or transfer station, except tires, shall be weighed.
- h. Yard waste and land clearing debris may be deposited at the specially designated area at the Lee County landfill site for a fee of forty dollars (\$40.00) per ton.
- i. Scrap tires may be disposed of without charge at the Lee County Landfill Road Convenience Center only provided such tires meet criteria established under the Scrap Tire Policy for Lee County, NC. A fee of seventy-five (\$75.00) per ton will be charged for:
 - 1. Five or more tires not accompanied by a completed scrap tire certification form.
 - 2. Manufacturer's reject tires for which advance disposal fees have not been paid.
 - 3. Tires mounted on rims.
 - 4. Tires generated outside the state of North Carolina.

SECTION 9. The following amounts are hereby appropriated in the Emergency Telephone System Fund for the Fiscal Year beginning July 1, 2018 and ending June 30, 2019:

E-911 Communications	\$ 520,055
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SECTION 10. It is estimated that the following revenue will be available to the Emergency Telephone System Fund for the Fiscal Year beginning July 1, 2018 and ending June 30, 2019:

E-911 Surcharge	\$ 385,929
Fund Balance Appropriated	134,126

TOTAL REVENUES	\$ 520,055
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SECTION 11. The following amounts are hereby appropriated in the Airport Tax Revenue Fund for the Fiscal Year beginning July 1, 2018 and ending on June 30, 2019:

Airport Operations	\$ 100,000
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SECTION 12. It is estimated that the following revenue will be available to the Airport Tax Revenue Fund for the Fiscal Year beginning July 1, 2018 and ending on June 30, 2019:

Ad Valorem Taxes	\$ 100,000
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SECTION 13. The following amounts are hereby appropriated in the Capital Reserve General Fund for the Fiscal Year beginning July 1, 2018 and ending June 30, 2019:

Transfer to General Fund	\$ 1,747,771
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SECTION 14. It is estimated that the following revenues will be available to the Capital Reserve General Fund for the Fiscal Year beginning July 1, 2018 and ending June 30, 2019:

Transfer from General Fund	\$ 712,000
Fund Balance Appropriated	1,035,771

TOTAL REVENUES	\$ 1,747,771
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SECTION 15.

- (A) The use of facsimile signatures is approved for county vouchers.
- (B) Usage of personal vehicles will be reimbursed at the maximum rate allowed by Federal Tax Laws.
- (C) County officials authorized to travel to State, National and/or Legislative Goals meetings will be paid \$150 per day for expenses. The County will pay for transportation, motel accommodations (single or double rate) and advance registration.
- (D) The Lee County Assignment of Classes to Salary and Grades and Ranges incorporated as part of this ordinance by reference and attached hereto are hereby adopted.

SECTION 16. There is hereby levied a tax of 79.5 cents per one hundred dollars (\$100) valuation of property listed for taxes as of January 1, 2018 for the purpose of raising the revenue listed as "Current Year Property Tax" in the General Fund in Section 2 of this ordinance.

This rate is based on an estimated total valuation of real property, business personal property, and utilities for purpose of taxation of \$4,908,330,000 and an estimated collection rate of 99.08%, and an estimated total valuation of vehicles for purpose of taxation of \$483,000,000 and an estimated collection rate of 100%.

SECTION 19. The Budget Officer is hereby authorized to transfer appropriations within a fund as contained herein under the following conditions:

- (A) He may transfer amounts between objects of expenditures within a department without limitation.
- (B) He may transfer amounts up to \$5,000.00 between departments of the same fund.
- (C) He may not transfer any amounts between funds or from any Contingency appropriation within any fund.

SECTION 20. The County Manager and the Clerk to the Board are hereby authorized to execute the necessary agreements within funds included in the Budget Ordinance for the following purposes:

- (A) Form grant agreements to public and non-profit organizations;
- (B) Leases of normal and routine business equipment where the annual rental of each is not more than \$20,000; consultant, professional or maintenance service agreements where the annual compensation is not more than \$20,000;
- (C) Purchase of apparatus, supplies, materials, or equipment where the purchase price does not exceed \$20,000;
- (D) Agreements for acceptance of State, Federal, public, and non-profit organization grant funds, and funds from other governmental units for services to be rendered;
- (E) Construction or repair work where the amount does not exceed \$20,000;
- (F) Liability, health, disability, casualty, property or other insurance or retention and faithful performance bonds (other than for the Sheriff and Register of Deeds).

SECTION 21. The following schedules of fees and charges are incorporated as part of this ordinance and are hereby adopted:

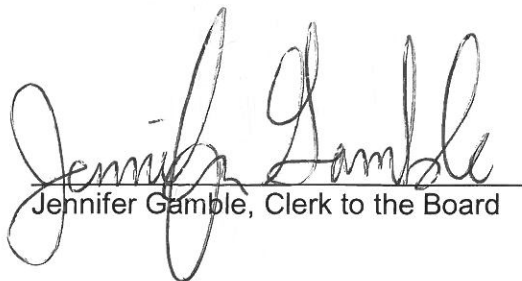
- (A) Building Construction/Planning and Development Fee Schedules
- (B) 2018-2019 County of Lee Schedules of Fees & Charges

SECTION 22. Copies of the Budget Ordinance shall be furnished to the Budget Officer, the Finance Officer, and the Tax Administrator for direction in carrying out their duties.

Commissioner Reives moved to approve the Budget Ordinance, and upon a vote, the results were as follows:

Aye: Dalrymple, Dodson, Oldham, Reives, Sharpe, and Sloan
Nay: Knecht

The Chair ruled the Budget Ordinance had passed.



Jennifer Gamble, Clerk to the Board



Amy M. Dalrymple, Chair

LEE COUNTY CLASSIFICATION AND PAY PLAN
Effective July 1, 2018

GRADE	MIN	MID	MAX	CLASSIFICATION
55	23,150	29,979	36,809	(s) Community Social Services Assistant (s) Community Health Assistant Housekeeping Assistant Van Driver
56	24,215	31,358	38,502	
57	25,329	32,801	40,273	Administrative Assistant Elections Lab Technician (Civilian) Library Assistant Library Custodian/Library Assistant
58	26,494	34,310	42,125	(s) Animal Shelter Attendant Housekeeping Supervisor (s) Medical Records Assistant III (s) Office Assistant III (s) Patient Relations Representative III (s) Processing Assistant III Route Scheduling Specialist
59	27,712	35,887	44,062	Administrative Assistant I - Soil and Water (s) Accounting Technician I Administrative Support Assistant - Parks and Recreation Data Entry Specialist (s) Income Maintenance Technician (s) Information Processing Assistant I Maintenance Worker Revenue Collections Clerk
60	28,988	37,539	46,091	(s) Accounting Clerk IV Deputy Register of Deeds I (s) Finance Accounting Specialist I (s) Foreign Language Interpreter I (s) Medical Records Assistant IV Nutrition-Senior Center Coordinator (s) Office Assistant IV

LEE COUNTY CLASSIFICATION AND PAY PLAN
Effective July 1, 2018

GRADE	MIN	MID	MAX	CLASSIFICATION
60	28,988	37,539	46,091	(s) Patient Relations Representative IV (s) Processing Assistant IV Tax Assistant - Collections Tax Assistant - Listings
61	30,320	39,264	48,209	(s) Accounting Technician II Administrative Library Technician Administrative Support Assistant III Communication Dispatcher Courtroom Security Officer (non-sworn) Gymnastics Program Assistant (s) Income Maintenance Caseworker I Land Records Technician Property Valuation Specialist
62	31,715	41,071	50,427	Administrative Detention Officer (s) Animal Control Officer II Detention Officers Finance Accounting Specialist II Human Resources Assistant Library Children's Services Specialist Maintenance Mechanic (s) Processing Assistant V Sanitation Equipment Operator Transportation/Detention Officer
63	33,174	42,960	52,747	(s) Accounting Technician III Accounting Specialist - Sheriff (s) Administrative Assistant I Administrative Assistant III - Sheriff Administrative Support Specialist - Transportation Senior Center Caregiver Specialist (s) Child Support Agent I Communications Dispatch Supervisor Deputy Register of Deeds II Deputy Sheriff-Bailiff Executive Assistant - Sheriff (s) Foreign Language Interpreter II

LEE COUNTY CLASSIFICATION AND PAY PLAN
Effective July 1, 2018

GRADE	MIN	MID	MAX	CLASSIFICATION
63	33,174	42,960	52,747	(s) Human Resource Placement Specialist (s) Income Maintenance Caseworker II (s) Income Maintenance Investigator I (s) Nutritionist I (s) Personnel Technician I (s) Social Worker I Social Worker - Senior Services Solid Waste Enforcement Officer
64	34,700	44,937	55,173	Deputy Director of Elections Electrical Maintenance Mechanic Finance Accounting Specialist III HVAC Maintenance Mechanic Senior Insurance & Volunteer Services Specialist
65	36,296	47,003	57,711	Administrative Assistant II (s) Animal Control Supervisor I (s) Child Support Agent II Civil Officer (s) Community Employment Case Manager (s) Community Relations Officer Emergency Management Specialist Human Resources Technician (s) Income Maintenance Caseworker III (s) Income Maintenance Investigator II Veterans Service Officer
66	37,966	49,166	60,366	Assistant Tax Collections Manager Bailiff Sergeant Deputy Sheriff Detention Sergeant Engineering Technician Finance Accounting Specialist IV Horticulturist (s) Human Services Coordinator II School Resource Officer (s) Human Resources Technician II (s) Lead Child Support Agent Lead Maintenance Mechanic Librarian II

LEE COUNTY CLASSIFICATION AND PAY PLAN
Effective July 1, 2018

GRADE	MIN	MID	MAX	CLASSIFICATION
66	37,966	49,166	60,366	Management Analyst (s) Medical Lab Technician II (s) Nutritionist II Paralegal (s) Public Health Education Specialist Solid Waste Maintenance Specialist
67	39,712	51,427	63,142	(s) Accounting Specialist I Administrative Assistant III Business Personal Property Appraiser Community Services Coordinator Emergency Services Coordinator Fire Inspector Human Resources Analyst (s) Income Maintenance Supervisor II (s) Personnel Technician II Soil Conservationist (s) Social Worker II
68	41,538	53,792	66,045	Administrative & Marketing Specialist Parks and Recreation Administrative & Marketing Specialist Senior Services Athletic Supervisor Animal Control Sergeant (s) Child Support Supervisor II Civil Sergeant Clerk to the Board Commercial Property Appraiser Community Relations Sergeant Computer Support Technician (s) Computer Support Technician II Detective Sergeant Fitness Gym Supervisor Librarian III Narcotics Sergeant (s) Nutritionist III Outdoor Education Specialist

LEE COUNTY CLASSIFICATION AND PAY PLAN
Effective July 1, 2018

GRADE	MIN	MID	MAX	CLASSIFICATION
68	41,538	53,792	66,045	Patrol Supervisor Sergeant (s) Public Health Educator II Real Property Appraiser Recreation Programmer School Resource Sergeant
69	43,450	56,268	69,086	(s) Accounting Specialist II Crime Scene Investigator Detention Lieutenant GIS Specialist (s) Income Maintenance Supervisor III IT Systems Engineer Pre Trial Services Coordinator Public Safety IT Systems Engineer Risk Management/Administrative Assistant Social Worker III (s) Social Worker Supervisor - Senior Services Soil Conservationist Supervisor
70	45,447	58,854	72,261	Administrative Officer II - General Services Bailiff Lieutenant Civil Lieutenant Park Operations Supervisor (s) Public Health Nurse I Revaluation Coordinator Senior Center Program Director (s) Social Worker IV Social Worker(Investigative/Assessment and (s) Treatment Transportation Coordinator
71	47,539	61,563	75,587	Board of Elections Director Civil Captain Community Relations Lieutenant Deputy Fire Marshall Detective Lieutenant Detention Captain (s) Environmental Health Specialist Lieutenant Training Coordinator Narcotics Lieutenant

LEE COUNTY CLASSIFICATION AND PAY PLAN
Effective July 1, 2018

GRADE	MIN	MID	MAX	CLASSIFICATION
71	47,539	61,563	75,587	Parks Manager Patrol lieutenant School Resource Officer Lieutenant Tax Collection Manager Tax Listings Manager
72	49,726	64,395	79,064	(s) Public Health Nurse II Solid Waste Superintendent
73	52,013	67,357	82,701	Assistant Finance Director Captain Field Operations/Training Coordinator Community & Governmental Relations Manager Detective Captain Narcotics Captain Network Administrator Professional Standards Captain (s) Public Health Nurse III (s) Social Work Supervisor III
74	54,406	70,456	86,506	Appraisal Manager (s) Environmental Health Supervisor I Fire Marshal IT Systems/Telecommunication Analyst Major of Field Operations (s) Public Health Nursing Supervisor I (s) Social Work Program Manager
75	56,908	73,696	90,484	Director of Parks and Recreation Director of Senior Services
76	59,526	77,086	94,646	
77	62,265	80,633	99,001	Chief Deputy Deputy Director of General Services (s) Public Health Nursing Director I Director of Library Services
78	65,128	84,341	103,554	Airport Manager Director of Emergency Services Director of Human Resources

LEE COUNTY CLASSIFICATION AND PAY PLAN
Effective July 1, 2018

GRADE	MIN	MID	MAX	CLASSIFICATION
79	68,123	88,219	108,316	Deputy County Attorney/Clerk to the Board
80	71,258	92,279	113,300	(s) Attorney II County Engineer Director of Information Technology Director of Strategic Services
81	74,534	96,522	118,509	Director of General Services Tax Administrator
82	77,964	100,963	123,963	Finance Director (s) Physician Extender II (s) Public Health Director (s) Social Services Director
83	81,551	105,609	129,666	
84	85,301	110,465	135,629	Assistant County Manager/Finance Director
85	89,225	115,546	141,868	
86	93,330	120,862	148,395	
87	97,624	126,423	155,222	
				Unclassified
				County Attorney Sheriff
				County Manager Register of Deeds

(s) Indicates class may be used for positions subject to State Personnel Act

2018-2019

County of Lee

Schedules of Fees & Charges

Lee County Board of Elections - Fees & Charges

Fees for copies of Voter Registration Lists

Set up fee, if reports are printed	\$	25.00
Copy per page	\$	0.02

LEE COUNTY

NORTH CAROLINA

Committed Today for a Better Tomorrow

Environmental Health Fee Schedule

FY 2018-2019

On-Site Wastewater and Well Applications:

On-Site Septic Application.....	\$460.00
Well Permit.....	\$310.00
Water Sample Analysis_ (plus cost of sample bottle = \$20-\$74).....	\$30.00
Expansion	\$480.00
System re-evaluation.....	\$185.00
Change in application site plan after field work complete.....	\$100.00
Repair Application.....	\$25.00

On-Site Construction Authorizations:

Repair Construction Authorization.....	\$30.00
Type II	\$370.00
Type III	\$440.00
Type IV	\$550.00
Type V	\$630.00
Type VI	\$710.00

Engineer Option Permits On-Site Construction Authorizations:

Repair Construction Authorization EOP.....	\$15.00
Type II EOP.....	\$245.00
Type III EOP.....	\$270.00
Type IV EOP.....	\$300.00
Type V EOP.....	\$325.00
Type VI EOP.....	\$350.00

continued

Food and Lodging Applications:

New Establishment-Plan Review.....	\$250.00
Temporary Food Establishments (TFE).....	\$75.00
Late TFE Application - less than 15 days prior to event (additional)..	\$50.00
Limited Food Service Establishment (LFSE).....	\$75.00
Late LFSE – less than 15 days prior to event (additional).....	\$50.00
Mobile Food Unit/ Pushcart.....	\$190.00
New Swimming Pool-Plan Review.....	\$310.00
2 nd New Swimming Pool Plan Review.....	\$205.00
Annual Swimming/Wading/Spa.....	\$160.00
Tattoo Artist.....	\$160.00



Lee County Public Health
P.O. Box 1528 - Sanford, NC 27331-1528
Phone 919-718-4641 - Fax 919-718-4636
Promoting better health and a safe environment for all Lee County residents

Library - Fees & Charges

Services

Fees

Interlibrary Loans (Books/Videos)	\$ 2.00	per item for shipping
Interlibrary Loans (Microfilm)		Varies according to distributor
Book Request thru Evergreen		Free
Photocopies	\$ 0.10	per page
Faxes	\$ 1.00	per page
Computer Printouts (B&W)	\$ 0.10	per page
Computer Printouts (Color)	\$ 0.25	per page

Overdue Fines & Penalties

3-week Checkouts

Books	\$ 0.25	per day (no grace period)
CD's	\$ 0.25	per day (no grace period)
Magazines	\$ 0.25	per day (no grace period)

7-day Checkouts

Launchpads	\$ 1.00	per day (no grace period)
DVDs	\$ 1.00	per day (no grace period)

Replacement Library Card	\$ 2.00	after second card
Lost/Damaged Item	\$ 2.00	plus cost of item
Returned Checks	\$ 15.00	per check

LEE COUNTY

NORTH CAROLINA

Committed Today for a Better Tomorrow

Lee County Health Department Animal Services Fees FY 2018-2019

1. Confinement.....\$10.00 (per day)
2. Reclaim Processing Fee.....\$20.00 (one time)
3. Boarding for Reclaim Animals.....\$10.00 (per day)
(for animals that have been impounded for any reason and owner wants to reclaim).
4. Owner Requested Euthanasia.....\$20.00
5. Special Permit Fee.....\$200.00
(owners with greater than 30 animals)
6. Free to Adopt..... Adoption fees to the veterinarian may include combination vaccine, spay/neuter and deworming. Adopters will have 30 days to provide certificate of Spaying or Neutering (if animal is 4 months or older) to our shelter.



Lee County Public Health

P.O. Box 1528 - Sanford, NC 27331-1528

Phone 919-718-4640 - Fax 919-718-4632

Promoting better health and a safe environment for all Lee County residents

FEES AND CHARGES SCHEDULE

OF THE

LEE COUNTY PARKS AND RECREATION COMMISSION

ADOPTED APRIL, 1989
AMENDED FEBRUARY, 1990
AMENDED APRIL, 1991
AMENDED APRIL, 1992
AMENDED JULY, 1996
AMENDED APRIL, 2000
AMENDED APRIL, 2001
AMENDED JANUARY, 2002
AMENDED JULY, 2002
AMENDED JUNE, 2005
AMENDED MAY, 2007
AMENDED JUNE, 2009
AMENDED JULY, 2009
AMENDED JUNE, 2011
ADOPTED JUNE, 2012
AMENDED JULY, 2013
AMENDED JULY, 2015
AMENDED JULY, 2016
AMENDED JULY, 2017
PROPOSED JULY, 2018

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LEE COUNTY PARKS AND RECREATION COMMISSION Fees and Charges Schedule

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Department Rentals

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Attachments

- A. Exclusive Company Picnic Policy
- B. Company Picnic Rules and Regulations
- C. Pool Rental Rules and Regulations
- D. Non-Resident Membership – \$40 per household per year. January 1 thru December 31st each year. Household residents listed at time of purchase.

LEE COUNTY PARKS AND RECREATION COMMISSION
Fees and Charges Schedule

Arts/Recreation Programs

<u>Program/Facility Equipment</u>	<u>Current Fees & Charges</u>
Additional \$15 fee for non-county residents	
Youth Dance	\$60/person 3 month session (1hr/wk) \$80/person 3 month session (1.5 hr/wk)
Tiny Tots	\$125/person 3 month session (6 hr/wk)
Happy Day Camp (handicapped)	Free
Craft Classes	\$35/per session-Includes Supplies
Arts Classes	\$35/per session-Includes Supplies
Art Themed Parties	\$100 / 2hrs / 15 children \$10 per child over 15

*A \$5 discount may be applied for a second child from the same county resident household registered during the same session registering at the same time.

LEE COUNTY PARKS AND RECREATION COMMISSION
Fees and Charges Schedule

Athletic Programs

<u>Program/Facility Equipment</u>	<u>Current Fees & Charges</u>
Adult Programs	
Men's Softball	\$325.00 Team (county) \$650 Team (non-county) \$15.00/Individual (county) \$20.00/Individual (non-county)
Women's Softball	\$325.00 Team (county) \$650 Team (non-county) \$15.00/Individual (county) \$20.00/Individual (non-county)
Men's Basketball	\$375.00 Team (county) \$750 Team (non-county) \$15.00/Individual (county) \$20.00/Individual (non-county)
Adult Volleyball	\$175.00 Team (county) \$350 Team (non-county) \$15.00/Individual (county) \$20.00/Individual (non-county)

LEE COUNTY PARKS AND RECREATION COMMISSION
Fees and Charges Schedule

Athletic Programs (Continued)

<u>Program/Facility Equipment</u>	<u>Current Fees & Charges</u>
Youth Programs	

Youth Athletic Programs impose a:

- **\$15 non-county fee**

Youth Football	\$325.00 Sponsor/team \$50.00/Individual (county)
Youth Flag Football	\$175.00 Sponsor/Team \$25.00/ Individual (county)
Youth Basketball	\$175.00 Sponsor/Team \$45.00 /Individual (county)
Youth Co-ed Basketball	\$25.00 /Individual (county) \$100/Team-League Sponsor
Youth Baseball	\$275.00 Sponsor/Team \$50.00/Individual (county)
T-Ball & Pee Wee Baseball	\$175.00 Sponsor/Team \$25.00/Individual (county) \$125/Team-League Sponsor
Girls' Softball	\$275.00 Sponsor/Team \$50.00/Individual (county)
Wrestling	\$40.00 Individual (county)
Track	\$20 Individual

*A \$5 discount may be applied for a second child from the same county household registered during the same sport season registering at the same time.

LEE COUNTY PARKS AND RECREATION COMMISSION
Fees and Charges Schedule

Athletic Programs (Continued)

<u>Program/Facility Equipment</u>	<u>Current Fees & Charges</u>
Youth Programs (Continued)	
Youth Athletic Programs impose a:	
<ul style="list-style-type: none"> • \$15 non-county fee 	
Girls' Volleyball	\$175.00 Sponsor/Team \$45.00/Individual (county) \$125/Team-League Sponsorship
Gymnastics	\$35.00 ½ hr/week/session (Me & My Folks) \$80.00 1 hr/week/session (Pre-school) \$80.00 1 hr/week/session (Recreation) \$95.00 1 ½ hr/week/session \$115.00 2 hrs/week/session \$145.00 3 hrs/week/session per session) \$155.00 4 hrs/week/session \$165.00 5 hrs/week/session \$175.00 6 hrs/week/session \$195.00 8 hrs/week/session \$225.00 10 hrs/week/session \$245.00 12 hrs/week/session
Gymnastics Rental Party	\$100/2 hour rental/15 children \$ 10/child over 15 children Saturday and Sunday afternoons 1-6 pm in 2-hour increments 2 gymnastics staff Additional \$25 party fee for non-county residents

*A \$5 discount may be applied to a second child from the same county resident household registered during the same gymnastics session.

LEE COUNTY PARKS AND RECREATION COMMISSION
Fees and Charges Schedule

San-Lee Park Nature Programs

<u>Program/Facility/Equipment</u>	<u>Current Fees & Charges</u>
Camps impose an additional \$15 fee for non-county residents	

Summer Nature Day Camps & Intercession Camps

4 & 5 year olds	\$70.00/week – half day camp
6 & 7 year olds	\$70.00/week – half day camp
8 & 9 year olds	\$115.00/week – full day camp
10 thru 12 year olds	\$115.00/week – full day camp

Conservation Cubs	\$10 for 2 days or \$6 for one day
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Nature Days	\$23 for full day \$14 for half day
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Story Hour	\$2.00/day
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Public Programs	\$5.00/Adults + supplies cost \$3.00/Children+supplies cost
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Outdoor Education Travel Programs	
Out-of-County Programs	\$50 within 50 miles

*A \$5 discount may be applied for a second child registered during the same week of camp from the same county resident household registering at the same time.

LEE COUNTY PARKS AND RECREATION COMMISSION
Fees and Charges Schedule

Pools/Tennis/Concessions

<u>Program/Facility/Equipment</u>	<u>Current Fees & Charges</u>
<u>Pools</u>	
Admission –Sloan	\$3.00/person for public swim Age 4 and under free with adult (18+) Pool open 6 days per week (closed on Mondays)
Passes – Sloan	\$85.00/family of 4 \$7.50 each additional family member \$35.00/Individual
• Learn-To-Swim	\$30 /Individual/2 week session (4 day/week) (county) \$45/Individual/2week session (4 day/week)(non-county) \$15 non-county fee
Group Admission	Daycares - \$1.00/person
Scuba	Contracted 10% gross
Senior Discount/Handicapped	\$1.00 M-S (Sloan)
Pool Rental – Sloan (2 hour minimum)	
Additional \$50 fee for non-county residents	
	\$25.00/hr up to 50 people + guard fees \$50.00/hr 51 to 100 people + guard fees \$75.00/hr 101 to 250 people + guard fees (\$12/hr manager fee and \$9/hr guard fees)
Swim Meets (same as pool rentals)	\$25.00/hr up to 50 people + guard fees \$50.00/hr 51 to 100 people + guard fees \$75.00/hr 101 to 250 people + guard fees (\$12/hr manager fee and \$9/hr/guard fees)

*A \$5 discount may be applied to swim lessons for a second child from the same county resident household being registered at the same time.

LEE COUNTY PARKS AND RECREATION COMMISSION
Fees and Charges Schedule

Pools/Tennis/Concessions (cont'd.)

<u>Program/Facility/Equipment</u>	<u>Current Fees & Charges</u>
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Pools/Tennis/Concessions (Continued)

Boys & Girls Club	\$2/person (provide roster)
Tennis	Lessons through Tennis Association
All Camps	Contracted 20% of gross receipts
Concessions	Contracted \$100/weekend
Swim Team Use	Contracted Annually

LEE COUNTY PARKS AND RECREATION COMMISSION
Fees and Charges Schedule

Department Rentals

Program/Facility/Equipment	Current Fees & Charges	
Athletic Facilities		
<u>Fields</u>	Resident	Non-Resident
Field Rental	\$10/hr	\$20/hr
Field Rental/with lights extra (Lights ½ hour before sunset—11pm curfew)	\$10/hr	\$10/hr
Extra Field Maintenance (drag & line)	\$50/1 st field \$25/each additional field btwn games	
Concessions (if available)	\$100	
Put up/take down temporary fencing- (Renter provides fence)	\$50/field	
<u>Gymnasiums</u>		
Armory/Wicker Gymnasiums	\$45.00/2hr min.	
*Groups of 20 maximum- Local residents		
Non-county	\$35.00/hr *Armory/Wicker only groups of 20 or less	
Tournaments	\$35/hr Armory/Wicker	
Youth Birthday Parties	\$45.00/2 hr. min Armory only	
Non-county	\$35.00/hr. Armory only	
Plus party room rental set-up	\$25/per event	
<u>Tramway Road Park</u>	<u>Baseball/Softball</u>	
Weekend Tournaments		
Fields #1, #3, #4	\$175/day-lights additional \$10/hr	
Field #2	\$300/day-lights additional \$15/hr	
Soccer Field (SASL)	\$25/game	

Daily tournament fee includes field preparation and marking prior to 1st game.

\$100 Non-Refundable Reservation Fee

NOTE: Wicker Gym may not be available for rentals

LEE COUNTY PARKS AND RECREATION COMMISSION
Fees and Charges Schedule

Department Rentals (cont'd.)

<u>Program/Facility/Equipment</u>	<u>Current Fees & Charges</u>
Facility Rentals	
Ingram Building	\$100.00 up to 4 hours \$125.00 over 4 hours \$250.00 non-residents + \$10.00/hour supervisors fee +\$15.00/hour supervisors fee (Holidays)
Ingram Building: Square Dance Clubs	\$500.00 (annual fee)
Lett Family Park Building:	\$150.00 up to 4 hours \$ 25.00 for each additional hour over 4 hours \$250.00 non-residents
Company Picnics	(See Attachments)
Sloan Table Areas	
\$40.00/day up to 100 people	
\$60.00/day 101+ people	

Shelters

Shelters & Gazebo rentals impose an additional \$25 fee for non-county residents

Kiwanis Family Park
 \$55.00 under 100 people & under 4 hours
 \$100.00 under 100 people & over 4 hours
 \$70.00 over 100 people & under 4 hour
 \$130.00 over 100 people & over 4 hours

Gazebo @ Kiwanis Family Park
 \$30.00 under 4 hours
 \$50.00 over 4 hours
 Limited to 50 people

Buchanan, Horton, Kiwanis Children's Parkplace, Sloan
 \$30.00 under 100 people & under 4 hours
 \$50.00 under 100 people & over 4 hours
 \$40.00 over 100 people & under 4 hours
 \$70.00 over 100 people & over 4 hours

LEE COUNTY PARKS AND RECREATION COMMISSION
Fees and Charges Schedule
Department Rentals (Continued)

<u>Program/Facility/Equipment</u>	<u>Current Fees & Charges</u>
San-Lee Park Facilities & Rentals	
Additional \$25 fee for shelter rentals for non-county residents	
Picnic Shelter	\$60.00 under 100 people & under 4 hours \$110.00 under 100 people & over 4 hours \$75.00 over 100 people & under 4 hours \$140.00 over 100 people & over 4 hours
MPC Room (lower)	\$150/day < 4 Hours County Residents \$25 additional fee per hour over 4 hours \$250/day <4 Hours Non County Residents \$25 additional fee/ hour over 4 hours for all rentals
Meadow	\$40.00/day \$65.00/day non-residents
Amphitheater	\$25.00/day
Family Campground	\$15.00/site/night
Canoes	Additional \$25 fee for non-county residents \$15.00/1 canoe/day-incl. paddles & life jackets \$25.00/1 canoe/weekend \$60.00/1 canoe/weekly \$90.00/6 canoes with paddles, life jackets & trailer - one canoe holds 3 people (Weekend rental Friday 4 pm-Monday 10am)
Canoe Trailer (holds 6 canoes)	\$15.00/daily \$25.00/weekend \$50.00/weekly
Paddle	\$1.00/1 paddle/daily \$2.00/1 paddle/weekend \$4.00/1 paddle/weekly
Life Vest	\$1.00/1 vest/daily \$2.00/1 vest/weekend \$5.00/1 vest/weekly
Paddleboats	\$3.00 ½ hour/boat
Kayaks	\$5.00 ½ hour/boat

LEE COUNTY PARKS AND RECREATION COMMISSION
Fees and Charges Schedule

Department Rentals (Continued)

<u>Program/Facility/Equipment</u>	<u>Current Fees & Charges</u>
San-Lee Park Facilities & Rentals	
Ranger Residence Rent	\$55.00/month
Rental Equipment	
Picnic Supplies/Misc.	
Two or more items kit is	\$10.00/day or weekend
Volleyball Kit	\$5.00/day or weekend
Softball Kit	\$5.00/day or weekend
Tug-of-War Rope	\$5.00/day or weekend
Horseshoes	\$5.00/day or weekend
(Late fee charge of \$5.00/day)	
(Company picnic use of equipment - See Attachments)	

COMPANY PICNIC FEES
San-Lee Park

Full Day - County

Dates AvailableApril thru October

Basic Hours - (7 hours)11:00 a.m. - 6:00 p.m.

Park Usage Deposit\$250.00

Day's Limitations:

- A. No back-to-back Saturdays per month.
- B. Holidays cannot be booked.
- C. May not reserve San-Lee Park on the same Saturday as O.T. Sloan Park.

Mandatory:

- A. Damage deposit (refundable if parks is left clean).....\$250.00
- B. Two boat dock attendants (6 hours)..... \$75.00
- C. Gate attendant must be provided by company

Facility Fees:

Boat rental\$120.00

Picnic Shelter.....\$125.00

Multi-Purpose Room.....
\$150/day < 4 Hours County Residents
\$25 additional fee per hour over 4 hours

COMPANY PICNIC FEES

San-Lee Park

Half Day - County

Dates AvailableApril thru October

Basic Hours - (4 hours)11:00 a.m. - 3:00 p.m.

Park Usage Deposit\$175.00

Day's Limitations:

- A. No back-to-back Saturdays per month.
- B. Holidays cannot be booked.
- C. May not reserve San-Lee Park on the same Saturday as O.T. Sloan Park.

Mandatory:

- A. Damage deposit (refundable if parks is left clean)..... \$250.00
- B. Two boat dock attendants (4 hours)..... \$50.00
- C. Gate attendant must be provided by company

Facility Fees:

Boat rental.....\$50.00

Picnic Shelter.....\$50.00

Multi-Purpose Room.....

\$150/day < 4 Hours County Residents
\$25 additional fee per hour over 4 hours

COMPANY PICNIC FEES
San-Lee Park

Full Day – NON-County

Dates AvailableApril thru October
Basic Hours - (7 hours)11:00 a.m. - 6:00 p.m.
Park Usage Deposit\$500.00

Day's Limitations:

- A. No back-to-back Saturdays per month.
- B. Holidays cannot be booked.
- C. May not reserve San-Lee Park on the same Saturday as O.T. Sloan Park.

Mandatory:

- A. Damage deposit (refundable if parks is left clean)..... \$250.00
- B. Two boat dock attendants (6 hours)..... \$125.00
- C. Gate attendant must be provided by company

Facility Fees:

Boat rental.....\$240.00
Picnic Shelter.....\$180.00
Multi-Purpose Room.....
\$250/day <4 Hours Non County Residents
\$25 additional fee per hour over 4 hours

COMPANY PICNIC FEES

San-Lee Park

Half Day – NON-County

Dates AvailableApril thru October
Basic Hours - (4 hours)11:00 a.m. - 3:00 p.m.
Park Usage Deposit\$350.00

Day's Limitations:

- A. No back-to-back Saturdays per month.
- B. Holidays cannot be booked.
- C. May not reserve San-Lee Park on the same Saturday as O.T. Sloan Park.

Mandatory:

- A. Damage deposit (refundable if parks is left clean)..... \$250.00
- B. Two boat dock attendants (4 hours)..... \$85.00
- C. Gate attendant must be provided by company

Facility Fees:

Boat rental.....\$125.00
Picnic Shelter.....\$100.00
Multi-Purpose Room.....

\$250/day <4 Hours Non County Residents
\$25 additional fee per hour over 4 hours

COMPANY PICNIC FEES
O. T. Sloan Park

Full Day - County

Dates Available	April thru October
Basic Hours - (7 hours)	10:00 a.m. - 5:00 p.m.
Park Usage Deposit	\$250.00
Damage Deposit (refundable if park is left clean)	\$250.00

Day's Limitations:

- A. No back-to-back Saturdays per month.
- B. Holidays cannot be booked.
- C. May not reserve San-Lee Park on the same Saturday as O.T. Sloan Park.

County Public Works (on call for emergencies) - Pager # (on handout).

- A. Representatives from Company and Public Works must meet 3 weeks prior to picnic date.

Mandatory Personnel (Company):

- A. Gate Attendant

Facility/Equipment Fees:

- A. Swimming Pool - 6 hours (while in operation)\$400.00
Pool staff\$240.00
- B. Tennis Courts (when available) - 4 courts only\$50.00
Tournament package w/courts**\$150.00
- C. Ballfields\$25.00/hour
1. Department will use fields for practice during the time that company does not rent fields. Participants will be bused in/out from fields with little interruption to picnic.
- D. Athletic Equipment Deposit\$50.00
1. Athletic equipment deposit is refundable if returned on time and intact.
2. Company is responsible to pick up equipment at Lee County Parks & Recreation Department Friday before 12:00 noon the day prior to your picnic. Equipment must be returned Monday by 5:00 p.m. following your picnic.
Volleyball kit (1 volleyball net, standards & ball)
Softball kit (3 bats & 4 balls)
Tug-of-War Rope (1)
Horseshoes (4/sets-4 in a set)

* adjustable depending on size of picnic

** includes director, scheduling, balls, and trophies

COMPANY PICNIC FEES
O. T. Sloan Park - - Full Day - Non-County

Dates Available	April thru October
Basic Hours - (7 hours)	10:00 a.m. - 5:00 p.m.
Park Usage Deposit	\$500.00
Damage Deposit (refundable if park is left clean)	\$250.00

Day's Limitations:

- A. No back-to-back Saturdays per month.
- B. Holidays cannot be booked.
- C. May not reserve San-Lee Park on the same Saturday as O.T. Sloan Park.

County Public Works (on call for emergencies) - Pager # (on handout).

- A. Representatives from Company and Public Works must meet 3 weeks prior to picnic date.

Mandatory Personnel (Company):

- A. Gate Attendant

Facility/Equipment Fees:

- A. Swimming Pool - 6 hours (while in operation)\$800.00
Pool staff\$480.00
- B. Tennis Courts (when available) - 4 courts only\$100.00
Tournament package w/courts\$300.00
- C. Ballfields\$50.00/hour
 - 1. Department will use fields for practice during the time that company does not rent fields. Participants will be bused in/out from fields with little interruption to picnic.
- D. Athletic Equipment Deposit\$50.00
 - 1. Athletic equipment deposit is refundable if returned on time and intact.
 - 2. Company is responsible to pick up equipment at Lee County Parks & Recreation Department Friday before 12:00 noon the day prior to your picnic. Equipment must be returned Monday by 5:00 p.m. following your picnic.
 - Volleyball kit (1 volleyball net, standards & ball)
 - Softball kit (3 bats & 4 balls)
 - Tug-of-War Rope (1)
 - Horseshoes (4/sets-4 in a set)

* adjustable depending on size of picnic

** includes director, scheduling, balls, and trophies

COMPANY PICNIC FEES
O. T. Sloan Park - -Half-Day - Non-County

Dates Available	April thru October
Basic Hours - (7 hours)	10:00 a.m. - 2:00 p.m.
Park Usage Deposit	\$350.00
Damage Deposit (refundable if park is left clean)	\$250.00

Day's Limitations:

- A. No back-to-back Saturdays per month.
- B. Holidays cannot be booked.
- C. May not reserve San-Lee Park on the same Saturday as O.T. Sloan Park.

County Public Works (on call for emergencies) - Pager # (on handout).

- A. Representatives from Company and Public Works must meet 3 weeks prior to picnic date.

Mandatory Personnel (Company):

- A. Gate Attendant

Facility/Equipment Fees:

- A. Swimming Pool - 6 hours (while in operation)\$300.00
Pool staff\$320.00
- B. Tennis Courts (when available) - 4 courts only\$100.00
Tournament package w/courts**\$300.00
- C. Ballfields \$50.00/hour
1. Department will use fields for practice during the time that company does not rent fields. Participants will be bused in/out from fields with little interruption to picnic.
- D. Athletic Equipment Deposit\$50.00
1. Athletic equipment deposit is refundable if returned on time and intact.
2. Company is responsible to pick up equipment at Lee County Parks & Recreation Department Friday before 12:00 noon the day prior to your picnic. Equipment must be returned Monday by 5:00 p.m. following your picnic.
Volleyball kit (1 volleyball net, standards & ball)
Softball kit (3 bats & 4 balls)
Tug-of-War Rope (1)
Horseshoes (4/sets-4 in a set)

* adjustable depending on size of picnic

** includes director, scheduling, balls, and trophies

COMPANY PICNIC FEES
O. T. Sloan Park - -Half-Day - -County

Dates Available	April thru October
Basic Hours - (4 hours)	10:00 a.m. - 2:00 p.m.
Park Usage Deposit	\$175.00
Damage Deposit (refundable if park is left clean)	\$250.00

Day's Limitations:

- A. No back-to-back Saturdays per month.
- B. Holidays cannot be booked.
- C. May not reserve San-Lee Park on the same Saturday as O.T. Sloan Park.

County Public Works (on call for emergencies) - Pager # (on handout).

- A. Representatives from Company and Public Works must meet 3 weeks prior to picnic date.

Mandatory Personnel (Company):

- A. Gate Attendant

Facility/Equipment Fees:

- A. Swimming Pool - 6 hours (while in operation)\$150.00
Pool staff\$160.00
- B. Tennis Courts (when available) - 4 courts only\$50.00
Tournament package w/courts**\$150.00
- C. Ballfields\$25.00/hour
 - 1. Department will use fields for practice during the time that company does not rent fields. Participants will be bused in/out from fields with little interruption to picnic.
- D. Athletic Equipment Deposit\$50.00
 - 1. Athletic equipment deposit is refundable if returned on time and intact.
 - 2. Company is responsible to pick up equipment at Lee County Parks & Recreation Department Friday before 12:00 noon the day prior to your picnic. Equipment must be returned Monday by 5:00 p.m. following your picnic.
 - Volleyball kit (1 volleyball net, standards & ball)
 - Softball kit (3 bats & 4 balls)
 - Tug-of-War Rope (1)
 - Horseshoes (4/sets-4 in a set)

* adjustable depending on size of picnic

** includes director, scheduling, balls, and trophies

COMPANY PICNIC RULES AND REGULATIONS

RESERVATIONS: Picnic reservation will be accepted by telephone on the first working day in January. Reservations will be taken on a first come first serve basis. Our phone number is 919-775-2107 you may call between 8:a.m. and 5:00 p.m. Please choose three or more pending dates in case those dates have already been reserved. Picnic dates may be reserved for April – October on Saturdays only.

RAIN DATE: A rain date may be tentatively reserved with no additional charge. However, if another company requests a picnic on your rain date, your company may opt to relinquish that date or pay a non-refundable charge equal to the amount of the park usage deposit in order to keep the rain date reserved.

CANCELLATION: If a company give 60 days advance notice of cancellation, a total refund will be issued; a 59 to 30 day notice will allow ½ refund; and if the Recreation Department is able to reschedule the cancelled usage date, the company will receive a total refund.

REFUNDS & DAMAGE DEPOSIT: A damage deposit may be refundable if the park is found clean after the picnic. The company is responsible for clean up and placing trash in the dumpster. Refund checks are mailed on the 15th of each month. (Example: if picnic is on April 13th your check should be mailed on May 15th.)

O.T. SLOAN PARK

1. **DEPOSITS & FORMS:** Fees & Charges Form, Equipment Rental Form, and Deposit is due to Lee County parks and Recreation 30 days after reservation is confirmed, balance is due 30 days prior to picnic date.
1. **ATHLETIC EQUIPMENT & DEPOSIT:** Athletic equipment deposit is refundable if returned on time and intact. Company is responsible to pick up equipment at Lee County Parks and Recreation Department Friday before 12:00 noon the day prior to your picnic. Equipment must be returned Monday by 5:00 p.m. following your picnic.
2. **PLANNING MEETING:** The first planning meeting must be held 3 weeks prior to scheduled event with Public Works. You may call 919-774-8440 to set up appointment with Public Works.
3. **TRASH BAGS, KEY & EQUIPMENT:** Trash bags, key and athletic equipment (if rented) must be picked up by 12:00 noon Friday before your picnic and returned by 5:00 p.m. Monday after your picnic to receive your damage and equipment rental deposits.
4. **ELECTRICAL OUTLETS:** Companies are responsible for picking up a key at the Parks and Recreation Department. The key will provide you access to an electrical outlet. Companies must supply their own electrical cords.
5. **TENTS:** If your company is planning to erect tent or canopy you may need at permit for the City of Sanford. Permits are the company's responsibility.

6. **EMERGENCIES:** If a company has a maintenance emergency the day of the picnic, a Public Works representative may be called. The numbers will be given to you when you pick up your trash bags at the Parks and Recreation Department.

SAN-LEE PARK

1. **DEPOSITS & FORMS:** Fees and Charges and Deposit are due to Lee County Parks and Recreation 30 days after reservation is confirmed, balance is due 30 days prior to picnic date.
2. **PLANNING MEETING:** The first planning meeting must be held 3 weeks prior to schedule event with San-Lee Park Manager. You may call 919-776-6221 to set up an appointment.
3. **MAINTENANCE:** Company is responsible for trash pick up to receive their damage deposit refund. Trash bags will be supplied from San-Lee staff. If there are any plumbing or electrical problems you may contact San-Lee park personnel at the building.

GENERAL RULES

1. The Lee County Parks and Recreation Department reserves the right to cancel any portion of the entire picnic if it is deemed to be in the best interest of the department or the safety of the participants.
2. It shall not be permitted:
 - a. To remove, destroy, mutilate or deface any natural feature or man-made property in the park.
 - b. To display or discharge firearms explosives of any kind in the park.
 - c. For any person to consume alcoholic beverages or elicit drugs while in the park.
 - d. To leave litter of any kind anywhere but in garbage cans or containers provided.
 - e. For excessive noise or rowdiness, particularly acts which may be injurious to participants or other persons.
 - f. Pets must be on a leash and restrained by the owner at all times.
 - g. Violation of any of the above rules with or without sufficient warning may result in expulsion from the par.

LEE COUNTY PARKS AND RECREATION
Sloan Pool Rental Rules and Regulations

Deadline

1. Reservation and payment must be made 21 days prior to the desired date.
2. Reservation times are available only on Saturday 9:00AM-12:00 PM and on Saturday and Sunday evenings from 6:00-10:00 p.m.

Facility/Personnel

Additional fee of \$50 for non-county residents

1. Up to 50 people - \$25/hour +
Diving well only, 1 manager and 1 guard;
Both pools, 1 manager and 2 guards
2. 51 - 100 people - \$50/hour +
Lap pool only; Manager and 2 guards;
Both pools, 1 manager and 3 guards
Security Guard Required (renter hire)
3. 101 - 200 people - \$75/hour +
Both pools, 1 manager and 4 guards
Security Guard Required (renter hire)

(Manager's fee will be \$12/hour and the guard fee will be \$9/hour/guard along with the pool rental fees will be paid to Lee County Parks and Recreation. Pool must be rented for a minimum of 2 hours.)

Miscellaneous

1. Adult pool parties are required to hire, at renter's expense, an off-duty police officer or security guard to work the pool party. Renter must have a hand written statement from the off-duty police officer/security guard stating that he/she will work the party. This statement must be turned in at the time of payment.
2. The group may bring cooking equipment, food, and music (jam box only, no large equipment or electrical cords). However, any set-up required will be the sole responsibility of the renter in coordination with pool staff.
3. Absolutely no alcohol in the entire park.
4. Animals are not allowed in park or pool area.
5. Street shoes are not allowed on pool deck. (Beach sandals are allowed.)
6. Please advise all your guests to shower before entering the pool.
7. The Lee County Parks and Recreation reserves the right to cancel any portion or all of a pool rental, if it is deemed to be in the best interest of the department or the safety of the participants.
8. Refunds will not be given due to renter's cancellation, only give if Lee County Parks and Recreation cancels.

SWIMMING POOL RULES AND REGULATIONS

1. Talking or visiting with the lifeguards while they are on duty is not permitted.
2. Running in the enclosed pool area is not permitted.
3. Smoking, eating, and drinking are permitted only in designated areas.
4. Chewing gum is not allowed.
5. Alcoholic beverages or persons under the influence will not be allowed in the pool area.
6. Glass containers are not allowed in the pool area.
7. Pets are not allowed in the enclosed pool area.
8. Trash must be put in the proper receptacles.
9. Pool must be cleared during electrical storms.
10. Only employees are allowed in the guard and filter rooms.
11. Children eight (8) years of age and younger must be accompanied by someone sixteen (16) years of age or older in the wading pool or any other pool. Ratio: One (1) adult to every six (6) children.
12. The competitive starting blocks are only for swim team use. The public may not stand, sit, or dive or use competitive starting blocks. Also, handling, sitting or otherwise interfering with the floatation devices is not permitted.
13. Masks, fins, snorkels, floatation devices, or other paraphernalia are not permitted in the pool area during public swim. (Exception: ear plugs and nose clips)
14. Spitting or spouting of water is not allowed in the pool.
15. Horseplay of any kind or obscene language is not allowed in the pool area.
16. Street shoes are not allowed in the pool area.
17. Telephone use is limited to pool staff and other persons as deemed necessary by the pool manager or assistant manager. At no time may the pool phone be used for non-business oriented calls.
18. Persons having open wounds, sores, or skin infections will not be permitted in the pool.
19. The pool staff and the Lee County Parks and Recreation Department will not be held responsible for the loss or theft of any personal belongings.
20. Lifeguards must be in their assigned tower before any patron is allowed on the deck or in the pool.

21. Everyone on swim deck must be in proper swim attire; people in street clothes should be in designated areas.
22. Everyone must sign in and give a phone number in case of emergency.
23. Lawn chairs must be in designated area.

Non-Resident Household Annual Membership Policy

Non-residents may purchase an annual membership which entitles listed members of that household to pay resident rates for programs and facility rentals offered through Lee County Parks and Recreation. The annual membership begins January 1 and expires December 31 each year. The membership fee is reviewed annually and is subject to change as authorized by the Lee County Board of Commissioners.

FEE SCHEDULE
REGISTER OF DEEDS
Pursuant to G.S. 161-10
Effective 10-01-2016

Land Records

INSTRUMENTS EXCEPT DEEDS OF TRUST & MORTGAGES	\$26.00 for first 15 pages \$ 4.00 for each additional page or fraction
DEEDS OF TRUST OR MORTGAGES	\$64.00 for the first 35 pages \$ 4.00 for each additional page or fraction
BLANK OR MASTER FORMS OF MORTGAGES, ETC.	\$ 26.00 for the first 15 pages \$ 4.00 for each additional page
ADD'L SUBSEQUENT INSTRUMENT INDEX REFERENCE, EACH	\$25.00
CANCELLATIONS:	No Fee
STATE EXCISE TAX ON REAL ESTATE CONVEYANCES:	\$2.00 per thousand (\$1.00 up to \$500.00) ½ less 2% handling fee goes to State
MULTIPLE INSTRUMENTS IN ONE DOCUMENT: (A document consists of multiple instruments when it contains 2 or more instruments with different legal consequences or intent, each of which is separately executed and acknowledged and could be recorded alone.) Note: Register is not required to index any multiple instrument whose title does not appear on the first page of the document.	\$10.00 each additional instrument
NONSTANDARD DOCUMENT: For registering or filing any document not in compliance with the recording standards adopted under G.S. 161-14(b)	\$25.00 in addition to all other applicable recording fees
PLATS:	
Each original or revised plat recorded	\$21.00 per sheet or page
Certified copy	\$ 5.00
Uncertified copy from Xerox plat copier	\$ 1.00

UNIFORM COMMERCIAL CODE:

(Effective 7-1-2001: Original financing statements and amendments whose collateral includes goods that are or are to become fixtures, timber to be cut or as-extracted collateral should be filed in the local office)

Filing fees for initial financing statements, correction statements, and all amendments, including terminations:

One or two pages	\$38.00
Three to ten pages	\$45.00
Over ten pages	\$45.00, plus \$ 2.00 per additional page over ten

Request for Information UCC11 Search (Only records filed prior to 7-1-2001)	\$38.00 per name searched, plus \$1.00 per copy
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REMOVAL OF GRAVES CERTIFICATE	\$12.00 for the first page \$ 3.00 for each additional page
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RIGHT-OF-WAY PLANS:

Each original or amended plan and profile sheet	\$21.00 for the first page
Each additional page	\$ 5.00

COMPARING COPY FOR CERTIFICATION:	\$ 5.00
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MILITARY SERVICE RECORD:

Filing and recording discharge	No fee
1 certified copy	No fee

VITAL RECORDS**MARRIAGE LICENSE FEES:**

Issuing license	\$60.00 (includes \$35 state fees) (Cash Only)
Delayed certificate with 1 certified copy	\$20.00
Amendment of marriage application, license or certificate, with 1 certified copy	\$10.00
Certified copy	\$10.00

CERTIFIED COPIES:

Certified copy of a Vital Record (Birth, Death, Marriages)	\$10.00
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**REGISTRATION OF BIRTH CERTIFICATE
ONE YEAR OF MORE AFTER BIRTH
(DELAYED BIRTH CERTIFICATE):**

For preparation of necessary papers when birth to be registered in another county	\$10.00
For registration when necessary papers prepared in another county, with 1 certified copy	\$10.00
For preparation of necessary papers and registration in the same county, with 1 certified copy	\$20.00

AMENDMENT OF BIRTH OR DEATH RECORD:

Preparation of amendment and affecting Correction	\$10.00 (+\$15.00 to Bureau of Vital Statistics in Raleigh)
1 certified copy	\$10.00

LEGITIMATIONS:

For preparation of documents (does not include a certified copy)	\$10.00 (+\$15.00 to Bureau of Vital Statistics in Raleigh)
Certified copy of birth record	\$10.00

MISCELLANEOUS SERVICES

QUALIFICATION OF NOTARY PUBLIC: \$10.00

**CERTIFIED COPY OF AN INSTRUMENT
FOR WHICH NO OTHER PROVISION IS
MADE** **\$5.00**
Each additional page or fraction **\$ 2.00**

FAX SERVICES: (OUTGOING)

Local or 800 numbers	\$.50 1st page-50 cents each additional pages
Long distance calls, per page (In State)	\$2.00 1st page-\$1.00 each additional pages
Long distance calls, per page (Out State)	\$3.00 1st page-\$1.00 each additional pages

UNCERTIFIED COPIES PER PAGE: \$.25

Senior Services - Fees & Charges

<u>Services</u>	<u>Fees</u>
Fitness Room	\$ 1.00 per visit
Aerobics class (2 days)	\$ 10.00 per month
Daytime class package (Aerobics & Yoga)	\$ 30.00 per month
Evening class package (Aerobics & Yoga)	\$ 20.00 per month
Water Aerobics (May-Sept)	\$ 15.00 per month
Yoga Classes	\$ 15.00 per month
Facility Rental	\$ 400.00 per day if facility is not open to general public
Grand Hall Rental	\$ 50.00 per hour Monday - Thursday after 8:00 pm
Other Room Rental	\$ 35.00 per hour Monday - Thursday after 8:00 pm
Small rooms	\$ 35.00 per hour outside of business hours - 2 hr min.
Pavilion	\$ 100.00 per day if facility is not open to general public
Facility Rental Damage Deposit	\$ 250.00 for all rentals outside of business hours - refundable following inspection by EC Staff

NOTE: Some activities may require additional security personnel. The lessee will be responsible for the employment of an off duty police officer.

The Enrichment Center Staff will assist in the arrangements at the time rental is approved.

Sheriff - Fees

<u>SERVICE</u>	<u>Fees</u>
Civil Service	\$30.00
Criminal Service	\$5.00
Fingerprint	\$5.00
Gun Permit	\$5.00
New Concealed Handgun Application Fee	\$80.00
Concealed Handgun Renewal Fee	\$75.00
New Concealed Fingerprint Fee	\$10.00

SHERIFF - ANIMAL CONTROL ENFORCEMENT

Civil	Per Animal	
Penalties	1st Violation	\$50.00
	2nd Violation	\$100.00
	(Susequent Offenses)	\$200.00
	Criminal Citation	\$500.00

Solid Waste - Fees & Charges

C&D Landfill

Fees

Yard Waste & Land Clearing Debris
Tires on Rims

\$ 40.00 per ton
\$ 75.00 per ton

Annual Solid Waste Disposal Fees

\$ 107.50 per house

Annual Convenience Center Recycling Fees

\$ 53.75 per house

Solid Waste Collections Fees

MSW (Municipal Solid Waste
OCC (Cardboard)

\$2.25 cu yd
\$ 1.32 cu yd

Strategic Services - Fees & Charges

<u>Type of Copy</u>	<u>Fees</u>
Standard on Premium Bond White Paper	\$ 1.00 sq-ft
Aerial Photo on Premium Bond White Paper	\$ 2.00 sq-ft
Aerial Photo on Glossy Photo Paper	\$ 5.00 sq-ft
All Request on Clear Film or Mylar	\$ 5.00 sq-ft

Tax Department - Fees & Charges

Type of Copy

Charges

Property Record Cards	\$ 1.00
Xerox Copies	\$ 0.10
CD	\$ 2.00

Print-Outs

of Pages

Charges

1-25	\$ 5.00	
26-50	\$ 10.00	
51-75	\$ 15.00	
76-100	\$ 20.00	
101-500	\$ 50.00	
501-1000	\$ 100.00	
*1001-up	\$ 100.00	(Plus .25 cents per sheet over 1000)

*Plus programming cost of \$35.00/Hr.(15 minute increments)

BUILDING PERMIT FEES RESIDENTIAL

RESIDENTIAL (New)	Includes all Single Family Dwellings, Duplexes, and Townhouses.
Building Permit Fee:	Square Footage up to 1500 sq. ft.: \$240 Basic Fee.
	Square Footage over 1500 sq. ft.: Multiply by \$0.20 + \$240.00 (Basic Fee)
	North Carolina Licensed General Contractors add \$10.00 Homeowner Recovery Fund. (G.S.§ 87-15.6).

RESIDENTIAL (Modular Homes)	<p>Additional permits shall be obtained for porches, basements, garages and additional structural alterations to the modular home in accordance with the appropriate fee schedule. Please be aware that separate permits are required for electrical, mechanical and plumbing.</p> <p>In accordance with G.S.§ 87-1 and F.S.§ 143-139.1: any person, firm or corporation that undertakes to erect a modular building must have either a valid NC General Contractors License or provide a \$5,000 Surety Bond.</p>
Building Permit Fee:	1500 sq.ft. or Less - \$135.00
	1501 – 2000 sq. ft. - \$170.00
	2001 sq.ft. and Up - \$205.00

MANUFACTURED HOMES	Manufactured Home Setup Fee only. Refer to Electrical, Plumbing and Plumbing Fee Schedule for other permits.
Single-Wide	\$50.00 each
Double-Wide	\$70.00 each
Triple-Wide	\$85.00 each

OTHER RESIDENTIAL CONSTRUCTION	Includes all Residential Additions.
Building Permit Fee:	<p>Square Footage shall be used to calculate building permit fees. Estimated Cost of Construction is determined at \$80/sq. ft. for Heated Space, \$40/sq. ft. for Unheated Space and \$25/sq. ft. for Unheated Porches, Shelters or Decks. Building permit fee shall be calculated by: \$2.50 per \$1,000 of Estimated Cost of Construction (<i>from calculation above</i>). Minimum Building Permit Fee is \$60.00.</p>

OTHER RESIDENTIAL CONSTRUCTION	Includes all Residential Renovations, Repairs, and Other Residential Construction not listed elsewhere.
Building Permit Fee:	<p>Permit Fee is Calculated based on Applicants Estimated Cost of Construction. (Bid, quote, or estimate must be provided with permit application). Building permit fee shall be calculated by: \$2.50 per \$1,000 of Applicants Estimated Cost of Construction. Minimum Building Permit Fee is \$60.00.</p>

BUILDING PERMIT FEES COMMERCIAL

COMMERCIAL (New)	50,000 Square Feet and Less.	
Building Permit Fee:	<p>Estimated Cost of Construction shall be determined by multiplying the total gross building square footage by the cost per square foot for Type of Occupancy listed below;</p> <p>Permit Fee = Estimated Cost of Construction (from above) divided by \$1,000, multiplied by \$4</p>	
	Assembly	\$100
	Business	\$85
	Educational	\$100
	Factory/Industrial	\$100
	Hazardous	\$100
	Institutional	\$120
	Mercantile	\$100
	Residential	\$100
	Storage	\$50 Heated \$45 Unheated
	Utility and Miscellaneous	\$50 Heated \$45 Unheated
	Mixed Occupancy	Highest Cost per Sq.Ft. of Occupancy Types

COMMERCIAL (New)	50,001 Square Feet and More.	
Building Permit Fee:	<p>Estimated Cost of Construction shall be determined by:</p> <ol style="list-style-type: none"> 1. Multiplying the first 50,000 square feet of the total building gross square footage by the cost per square foot for Type of Occupancy listed below. 2. Multiplying the square footage in excess of 50,000 square feet by the cost per square foot for Type of Occupancy listed below and add to figure from above. <p>Permit Fee = Estimated Cost of Construction (from 1 above), divided by \$1,000, multiplied by \$4 <i>Plus</i> Estimated Cost of Construction (from 2 above), divided by \$1,000, multiplied by \$1.</p>	
	Assembly	\$100
	Business	\$85
	Educational	\$100
	Factory/Industrial	\$100
	Hazardous	\$100
	Institutional	\$120
	Mercantile	\$100
	Residential	\$100
	Storage	\$50 Heated \$45 Unheated
	Utility and Miscellaneous	\$50 Heated \$45 Unheated
	Mixed Occupancy	Highest Cost per Sq.Ft. of Occupancy Types

**BUILDING PERMIT FEES
COMMERCIAL (continued)**

COMMERCIAL (New)	Modular Units.	
Building Permit Fee:	<p>Estimated Cost of Construction shall be determined by multiplying the total gross building square footage by the cost per square foot for Type of Occupancy listed below;</p> <p>Permit Fee = Estimated Cost of Construction (from above) divided by \$1,000, multiplied by \$4</p>	
	Assembly	\$100
	Business	\$85
	Educational	\$100
	Factory/Industrial	\$100
	Hazardous	\$100
	Institutional	\$120
	Mercantile	\$100
	Residential	\$100
	Storage	\$50 Heated \$45 Unheated
	Utility and Miscellaneous	\$50 Heated \$45 Unheated
	Mixed Occupancy	Highest Cost per Sq.Ft. of Occupancy Types

OTHER COMMERCIAL CONSTRUCTION	Includes all Commercial Renovations, Repairs, and Other Commercial Construction not listed elsewhere.
Building Permit Fee:	<p>Permit Fee is Calculated based on Applicants Estimated Cost of Construction. (Bid, quote, or estimate must be provided with permit application).</p> <p>Building permit fee shall be calculated by: \$4.00 per \$1,000 of Applicants Estimated Cost of Construction.</p> <p>Minimum Building Permit Fee is \$60.00.</p>

BUILDING PERMIT FEES MISCELLANEOUS

MISCELLANEOUS BUILDING PERMITS	
Items not shown elsewhere in Fee Schedule.	Minimum Fee. Items not shown. \$60.00
Change of Occupancy Permit	\$60.00 each
Daycare Permit	\$75.00 each
Demolition Permit	\$90.00 Permit Fee plus Post \$500 Bond (Cash, Certified Check or Money Order per permit).
Footing/Foundation Permit	\$60.00 each
Malt Beverage License Inspection	\$60.00 each
Moving Building Permit	\$90.00 Permit Fee plus Post \$500 Bond (Cash, Certified Check or Money Order per permit).
Swimming Pool (For Setbacks Only)	\$60.00 each
Outdoor Advertising Sign (For Lee County Only)	\$90.00 each
Other Signs	\$60.00 each

ELECTRICAL PERMIT FEES

RESIDENTIAL

RESIDENTIAL (New):

Basic Fee \$135.00 (up to 200 Amps)

Basic Fee *plus* \$20.00 per each 100 Amps over 200 Amps

RESIDENTIAL (Renovations) (Maximum Fee \$135.00):

Basic Fee \$60.00 *plus* any of the following that apply:

\$5.00 per Special Outlet (Dryer/Electric Stove/Etc)

\$25.00 per subpanel

RESIDENTIAL (Room Additions) (Maximum Fee \$135.00):

Basic Fee \$60.00

plus Room Additions - \$40.00 per Room Addition.

plus \$5.00 per Special Outlet (Dryer/Electric Stove/Etc).

plus \$25.00 per subpanel.

MANUFACTURED HOME	Basic Fee \$55.00 each
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MODULAR HOMES	\$75.00 each
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COMMERCIAL

0-200 Amps	\$115.00 plus \$5.00 per Special Outlet, plus \$40.00 per subpanel
201-400 Amps	\$135.00 plus \$5.00 per Special Outlet, plus \$40.00 per subpanel
401-600 Amps	\$145.00 plus \$5.00 per Special Outlet, plus \$40.00 per subpanel
601-800 Amps	\$165.00 plus \$5.00 per Special Outlet, plus \$40.00 per subpanel
801-1000 Amps	\$175.00 plus \$5.00 per Special Outlet, plus \$40.00 per subpanel
1001-2000 Amps	\$255.00 plus \$5.00 per Special Outlet, plus \$40.00 per subpanel
2001 & Up AMPS	\$330.00 plus \$5.00 per Special Outlet, plus \$40.00 per subpanel

Special Outlets - 30 Amp/240 Volt or Greater

MISCELLANEOUS ELECTRICAL PERMITS

Items not shown elsewhere in Fee Schedule.	Minimum Fee. Items not shown. \$60.00
Conditional Power Fee	\$60.00
Fire Alarm	\$60.00
Electrical for Mechanical Change Outs	\$40.00
Power Restoration	\$60.00
Accessory Building	\$60.00
Service Change (Up to 100 amps)	\$60.00
Service Change (125-200 Amps)	\$75.00
Signs	\$60.00
Special Outlets	\$60.00 Minimum Fee plus \$5.00 each (Special Outlets - 30 Amp/240 Volt or Greater)
Swimming Pool Grounding	\$60.00
Temporary Power Pole	\$60.00

MECHANICAL PERMIT FEES

RESIDENTIAL

Items not shown elsewhere in Fee Schedule.	Minimum Fee. Items not shown. \$60.00
Gas Heating Unit w/ A/C Unit (2 Separate Units/1 System)	\$75.00 per system
Gas Pack	\$70.00 each
Heatpump	\$75.00 each
Single Air Conditioning Unit	\$60.00 each
Single Heating Unit (Gas Furnace, Electric Heat, Etc.)	\$60.00 each
Gas Accessories. (Gas Logs, Fireplace, Dryer, Range, Grill, Space Heater, Lights, Woodburning Inserts, Etc.)	\$50.00 each
Gas Piping/Pressure Test	\$40.00 / 1 st Unit \$8.00 per additional unit
Air Handler or Outdoor Condenser - Change Outs (not heat pumps)	\$60.00 each unit
Ductwork Additions	\$60.00 Basic Fee

COMMERCIAL

Basic Fee	*\$60.00 plus any of the following that apply:
Boilers	*(Up to 15 tons) \$9.00 per ton (16 tons and up) Total above <i>plus</i> \$3.00 per ton thereafter
Chillers:	*(Up to 15 tons) \$9.00 per ton (16 tons and up) Total above <i>plus</i> \$3.00 per ton thereafter
Gas Pack:	*(Up to 15 tons) \$9.00 per ton (16 tons and up) Total above <i>plus</i> \$3.00 per ton thereafter
Heat Pump:	*(Up to 15 tons) \$9.00 per ton (16 tons and up) Total above <i>plus</i> \$3.00 per ton thereafter
Refrigeration:	*(Up to 15 tons) \$9.00 per ton (16 tons and up) Total above <i>plus</i> \$3.00 per ton thereafter
Gas Appliances	*\$3.00 per 10,000 BTU's
Gas Heating Unit	*\$3.00 per 10,000 BTU's
Gas Heating Unit w/ A/C Unit (2 Separate Units/1 System)	*\$3.00 per 10,000 BTU's
Gas Piping/Pressure Test	*\$40.00 / 1 st Unit \$8.00 Per Additional Unit
Air Handler or Outdoor Condenser - Change Outs (not heat pumps)	\$60.00 each unit
Ductwork Additions	\$60.00 Basic Fee
Canopy Hood (<i>does not require licensed contractor</i>)	*\$60.00 each

(For calculation purposes: • Horsepower to BTU: 1 HP = 33.475 BTU
• 12,000BTU = 1 Ton)

PLUMBING PERMIT FEES

RESIDENTIAL (New)	
Basic Fee \$60.00 plus \$25.00 for every Full Bath \$20.00 for every Half Bath	
RESIDENTIAL (Modular Homes)	
Basic Fee \$60.00 plus \$5.50 for water line \$5.50 for sewer line Unfinished Baths require a separate permit at the time of Fit Up.	
RESIDENTIAL (Manufactured Homes)	
Basic Fee \$50.00	
OTHER RESIDENTIAL CONSTRUCTION	
Basic Fee \$60.00 plus \$5.50 per fixture (<i>see plumbing permit application</i>).	
COMMERCIAL (New)	
Basic Fee \$60.00 plus \$5.50 per fixture (<i>see plumbing permit application</i>).	
COMMERCIAL (Modular)	
Basic Fee \$60.00 plus \$5.50 for water line \$5.50 for sewer line	
MISCELLANEOUS PLUMBING PERMITS	
Basic Fee \$60.00 plus \$5.50 per fixture (<i>see plumbing permit application</i>).	

RECORD RESEARCH

Permit Activity Computer Printouts	\$100.00
Archives/History Research (Per Permit)	\$20.00 per hour.
Copies (per page)	\$0.35per page

SPECIAL NOTES

1. FAILURE TO SECURE PERMIT

Failure to obtain the appropriate permit before construction begins shall result in a 100% penalty (double fees). Commencement of or proceeding with any work of which a permit is required by the State Building Code or any other state or local laws (shall include digging footings or moving manufactured homes on site). (G.S. § 153A-357, G.S. § 160A-417; G.S. § 153A-354, G.S. § 160A-414; G.S. § 153A-352, G.S. § 160A-412).

2. ISSUANCE OF PERMITS

Individual trades are responsible for purchasing their respective permits (no blanket permits are issued).

If a building permit is required for any job, the building permit must be issued prior to issuance of any trade permits.

All approvals from other regulatory agencies (local, state, and federal) must be documented (i.e. zoning approval, erosion control, historic district, environmental health, etc.) before building permits will be issued. (G.S. § 153A-357, G.S. § 153A-363, G.S. § 160A-417, G.S. § 160A-423).

It is the contractor's responsibility to meet all requirements of license limitations when making application for permits. (G.S. § 87-14, G.S. § 87-21(e), G.S. § 87-43.1, G.S. § 87-58, G.S. § 153A-134, G.S. § 153A-357, G.S. § 160A-194, G.S. § 160A-417).

The Permit Coordinator will notify the applicant at which time the permit is prepared for issuance and the cost of the permit.

BUILDING PERMITS

The North Carolina Building Code requires that a permit be issued for "The construction, reconstruction, alteration, repair, movement to another site, removal, or demolition of any building or structure;" Accessory Buildings with any dimension greater than twelve (12) feet are required to meet the provisions of the North Carolina Residential Code for One- and Two-Family Dwellings.

"No permit ...shall be required for any construction, installation, repair, replacement, or alteration costing Five Thousand Dollars (\$5,000) or less in any single family residence or farm building unless the work involves: the addition, repair, or replacement of load bearing structures;"

- Building permits will be issued to a properly licensed North Carolina General Contractor.
OR
- To the owner of the property on which the building is to be built and occupied by said owner for at least twelve (12) months following completion (no rental property). Volume I-A, G.S. 87-1.
OR
- To an individual when a general contractor's license is not required. The cost of the undertaking cannot exceed thirty thousand dollars (\$30,000).
Permits will be issued personally to the license holder of record only. A bonafide employee of the licensee will be allowed to obtain permits upon submittal of the "Authorization for Permit Application by Employee of Licensed Contractor Form".

General Contractors Licensing Limitations: If the estimated cost of construction from the fee schedule exceeds a contractor's license limitations a copy of the original bid, quote or estimate will be required prior to permit issuance.

HOMEOWNER RECOVERY FUND:

Pursuant to 887-15.6 (b), whenever a general contractor applies for the issuance of a permit for the construction of any single-family residential dwelling unit or for the alteration of an existing single-family residential dwelling unit, a (\$10.00) fee shall be collected from the general contractor for each dwelling unit to be constructed or altered under the permit. The City of Sanford shall forward four dollars (\$9.00) of each fee collected to the Board of General Contractors, on a quarterly basis and the city may retain one dollar (\$1.00) of each fee collected. The Board shall deposit the fees received into the General Fund.

ELECTRICAL PERMITS

Electrical permits are required for "The installation, extension, alteration, or general repair of any electrical wiring, devices, appliances, or equipment."

Electrical permits are issued to a North Carolina properly licensed North Carolina Electrical Contractor
OR

Property owners requesting to perform electrical work upon their own property when such property is not intended at the time for rent, lease, or sale will be required to take and pass an electrical exam prepared by this office. (G.S. § 87-43.1 Exceptions).

Permits will be issued personally to the license holder of record only. A bonafide employee of the licensee will be allowed to purchase permits upon submittal of the Authorization for Permit Application by Employee of Licensed Contractor Form.

Temporary Service Poles

Temporary Service Poles Inspections are to be made in conjunction with the footing or foundation inspection (permit fee is waived with new building construction only). In order to erect a temporary pole prior to or after the footing or foundation inspection or for renovations or additions, an electrical permit for the temporary pole must be obtained (see fee schedule).

MECHANICAL PERMITS

Mechanical permits are required for "The installation, extension, alteration or general repair of any heating or cooling system;"

- Mechanical permits are issued to a properly licensed North Carolina Mechanical Contractor
OR
 - To the owner of the building that occupies the building provided that the permit holder performs the work themselves (no rental property or commercial projects). Volume I-A, G.S. 87-21(a)(5)(ii).

NOTE: Mechanical change-outs and/or relocation of mechanical units require an electrical permit as described above.

Permits will be issued personally to the license holder of record only. A bona fide employee of the licensee will be allowed to purchase permits upon submittal of the Authorization for Permit Application by Employee of Licensed Contractor Form.

Grease Canopy Hoods do not require a licensed contractor.

MANUFACTURED HOME PERMITS

A licensed Dealer or Setup Contractor must obtain Manufactured Home Permits. The owner is allowed to obtain a manufactured home permit only if they are actually setting up the home themselves.

Any manufactured home moved to the site prior to issuance of the necessary permits required will be removed from the site until such time that the proper permits are approved and issued.

Manufactured home plumbing permits are required for setup contractors who will complete the plumbing connections underneath the home only. A North Carolina licensed plumbing contractor will be required to obtain a separate permit to make utility connections (water/sewer).

MODULAR PERMITS

A building permit is required for modular homes.

In accordance with G.S. 87-1 and G.S. 143-139.1, any person, firm or corporation that undertakes to erect a modular building must have either a valid North Carolina General Contractors License or provide a five thousand dollar (\$5,000) surety bond for each modular building to be erected.

The permit fee is for the modular setup (footing, foundation, and final). Additional building permits shall be obtained for porches, basements, garages, and additional structural alterations to the modular unit in accordance with the permit fee schedule. A separate permit is required for electrical, mechanical and plumbing permits.

NO TEMPORARY SERVICE WILL BE AUTHORIZED FOR ANY MODULAR CONSTRUCTION.

PLUMBING PERMITS

Plumbing permits are required for "The installation, extension, alteration or general repair of any plumbing system;"

- Plumbing permits are issued to a properly licensed North Carolina Plumbing Contractor
- OR
- To the owner of the building that occupies the building provided that the permit holder performs the work themselves (no rental property or commercial projects). G.S. 87-21(a)(5)(ii).

Permits will be issued personally to the license holder of record only. A bona fide employee of the licensee will be allowed to purchase permits upon submittal of the "Authorization for Permit Application by Employee of Licensed Contractor Form".

Manufactured home plumbing permits are required for setup contractors who will complete the plumbing connections underneath the home only. A North Carolina licensed plumbing contractor will be required to obtain a separate permit to make utility connections (water/sewer).

RENTAL PROPERTY

Electrical, Mechanical and Plumbing Permits will not be issued to the owners of rental property.

- Rental Property – Building Permits

Building Permits will be issued to the owner or an unlicensed General Contractor where the cost of the undertaking is less than \$30,000. Projects valued at \$30,000 or more require that the permit be issued to a North Carolina Licensed General Contractor only. (G.S. § 87-1).

- Rental Property – Electrical Permits

Electrical Permits will be issued to North Carolina Licensed Electrical Contractors only. (G.S. § 87-43.1 (5a)).

- Rental Property – Mechanical Permits

Mechanical Permits will be issued to North Carolina Licensed Mechanical Contractors only. (G.S. § 87-21 (a)(5)(ii)).

- Rental Property – Plumbing Permits

Plumbing Permits will be issued to North Carolina Licensed Plumbing Contractors only. (G.S. § 87-21 (a)(5)(ii)).

RENEWING EXPIRED PERMITS:

If any permit expires or is revoked, or if any other permit issued by the inspection department becomes invalid because of no activity, the applicant must apply for a new permit to be issued and pay the appropriate fees.

In order for the requirement that additional fees be paid for re-issuance of an expired permit be waived, the owner/contractor must show proof of work being performed on the job (i.e., valid receipts for labor, materials etc., during the period in which no inspections were performed.) (G.S. § 153A-354, G.S. § 160A-414).

PERMIT REFUNDS

Permit fees are non-refundable, unless no work has been performed and no inspections have been made. (G.S. § 153A-354, G.S. § 160A-414).

POSTING BONDS

Bonds are required to be posted for moving permits and demolition permits for the City of Sanford. Bonds may be posted in the form of cash, certified check or money order, at the time that a Demolition or Moving Permit is issued. Bonds are non-transferable.

3. POSTING OF PERMIT CARDS:

Permit cards must be posted and building plans must be available at all times at the jobsite, or the inspection will not be performed and a \$60 re-inspection fee will be charged.

4. INSPECTIONS

The General Contractor or the person that the Building Permit was issued to must make all inspection requests. (Footings, Foundations, Rough-Ins, Insulation, and Final for C.O.). Electrical, Plumbing & Mechanical Contractors will be responsible to notify the General Contractor when ready for Rough-In, Final, and other inspections.

****NOTE:** When a construction project requires all four disciplines, i.e., Building, Electrical, Plumbing and Mechanical installations, each discipline will be inspected simultaneously, during one inspection trip. Inspection requests should not be made unless each discipline is ready for a rough-in inspection. A minimum of one (1) day notice is required for all inspections.

All inspections must be called in by the correct address and permit number.

Building Permit Cards must be posted and building plans must be available at the jobsite or the inspection will not be performed and a **\$60 PENALTY FEE WILL BE CHARGED.**

Inspection results will be provided at all jobsites. Passed inspections will be indicated with the appropriate section of the permit card posted on the jobsite. Failed inspections will be identified with the posting of a orange "NOTICE" card accompanied by a "NOTICE OF ADDITION OR CORRECTIONS" sheet. The Inspector will provide these two documents on the jobsite with the permit card. (G.S. § 153A-352 and G.S. § 160A-512).

Calls to the inspection department concerning the status of inspections are discouraged. Check permit card at jobsite for inspection results.

Priorities for daily inspections will be as follows:

1. Concrete pours. (i.e. footing and slabs).
2. Open ditches that are a potential danger to the public. (i.e. water & sewer lines and underground electrical)
3. Foundations.
4. Restoration of Electrical Service to existing buildings.
5. Mechanical Change-Outs / Repairs during extreme weather conditions.

RE-INSPECTION FEES

The Inspections Department will perform one follow-up inspection to ensure that corrections have been made. Additional inspections shall be termed "re-inspections". A fee of \$60 shall be paid prior to any re-inspection trip. Temporary service poles not inspected in conjunction with footing or foundation inspections will be considered a re-inspection. There will be a \$60.00 re-inspection fee charge if a scheduled inspection is not ready when the inspector arrives on the jobsite.

Any inspection that requires that the owner provide access (i.e. Building, Electrical, Mechanical and Plumbing) the re-inspection fees will be as follows:

- 1st Inspection Trip – No Charge. Door Hanger will be left instructing owner to schedule an inspection.
- 2nd Inspection Trip, and subsequent trip will result in a \$60 Re-Inspection Fees per Re-Inspection Trip until Inspection is approved. Contractor will be responsible for paying Re-Inspection Fees prior to any Re-Inspections.

FEE SCHEDULE, SANFORD / LEE COUNTY

PLANNING AND DEVELOPMENT

FISCAL YEAR 2018-2019

Sanford / Lee County Board Applications

Petition for Zoning Text Amendment	\$300
Petition for Zoning Map Amendment	\$500
Petition for Conditional Zoning Map Amendment	\$750
Variance Application	\$500
Special Use Application	\$500
Additional Fee for review of application for Special Use Permit for telecommunications tower per Section 5.33.8 of Unified Development Ordinance	\$4,000
Appeals	\$500

Plan Review / Administrative Approvals

Plan Review (Commercial / Industrial) – 1 st and 2 nd submittals	\$500 plus \$2.00 per 1,000 square feet of Gross Floor Area
Plan Review (Multifamily) – 1 st and 2 nd submittals	\$500 plus \$2.00 per dwelling unit
Preliminary Plat (Major Subdivision) – 1 st and 2 nd submittals	\$200 plus \$10 per lot
Final Plat (Major Subdivision)	No charge
Minor Subdivision Plat	\$50
Plan/Plat Resubmission – 3 rd submittal and all subsequent submittals thereafter (fee to be paid separately for each submittal)	½ of the original fee
Zoning Verification Letter	\$25

Annexations and Street Closings

For annexation and street closing petitions, property owners are responsible for costs associated with advertising, recording fees, and required mail notifications. The property owners, or their agent, for newly petitioned annexed areas shall be responsible for paying the rezoning fee, as set forth in this schedule, to assign zoning to the annexed area.