

**TOWN OF CULPEPER
SCHEDULE OF FINES & FEES**

CODE SECTION	DESCRIPTION	FEE
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ENGINEERING

§7-26	Erosion Control Plan Review (12/06) (6/09)	
	First acre	\$25
	Per acre thereafter	\$1
§7-28	Land disturbing permit (Agreement in Lieu of Plan) for single family dwellings not part of a larger subdivision. (12/06)	\$25
	Overtime, Weekend, and Holiday Inspections (12/06)	\$160 - plus \$40.00 per hour if more than 4 hours are needed.
§22-68	Re-Inspections (12/06)	\$25 base fee, plus additional below, if applicable
	Re-inspect - per liner foot of roadway	\$ 0.10
	Re-inspect – per linear foot of utility	\$ 0.05
	Re-inspect – Per major utility structure (for manhole, fire hydrant, drop inlet, etc)	\$1.00

STREETS

§21-92	Permit to break, dig up, open or cause to be broken dug up or opened any street, alley, sidewalk or other public place or portion thereof (6/07)	\$50
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REFUSE

§20-76, 77, 78	Monthly sanitation equipment replacement fee (paid on water utility bill) (6/11) (6/14)	\$2/cart
	Second Trash Cart	\$60
§20-32	Refuse collection 3 times per week – Historic District food service locations only (7/12)	\$36/month – 1 cart \$39/month – ea. additional cart

UTILITIES - GENERAL

	Delinquent fee for bills unpaid eleven (11) days after due date. (6/09) (7/12)	
	One utility	\$15
	More than one	\$20 (also subject to processing fee)
§24-34, 110, 130 & 155	Processing fee for utility bills unpaid eleven (11) days after due date. (6/09) (7/12)	
	Re-connected during regular working hours	\$25
	Plus additional deposit	\$25
	Plus if re-connected	\$50
	5pm-8pm Mon-Fri; 8am-4pm Sat & Sun	
	Second trip to re-connect if no one home	\$50
§24-34, 110 & 155	Late fee for bills unpaid one (1) day after due date.	\$1.50 or 2% of bill, whichever is greater

Schedule of Fines & Fees - Page 2

CODE SECTION	DESCRIPTION	FEE
UTILITIES – ELECTRIC		
§24-37	Electric Meter (set/placed) based on service (6/07) (6/09) Residential Small/Medium General Large General	\$100.80 \$333.90 \$580.65
	Electric Meter re-read (6/09)	\$20
§24-42	Electric Meter Test - Request by Customer (6/09) First request Second request in a 12 month period All additional requests Electric Line Extensions (6/09) In-town major subdivisions – lots not exceeding one acre In-town major subdivisions – lots one to two acres In-town major subdivisions – lots larger than two acres In-town underground service to single lot, lots in minor subdivisions or small, single phase commercial In-town overhead service to single lot, lots in minor subdivisions with single phase commercial In-town large commercial and industrial users, three-phase service Service Changes, overhead to underground, service heavy-up Electric – new service – application (6/09)	No charge \$25 \$25 \$2,500 per lot \$5,000 per lot \$7,500 per lot \$1,100 plus \$1.25 per foot over 125' \$1,100 plus \$1.25 per foot over 125' plus \$375 for each pole >1 \$3,500 plus \$1.25 per foot over 125' plus \$375 for each pole >1 Time and material \$25
§24-37	Electric service - security deposit (6/09) Residential Commercial	\$250 Based on three (3) months average consumption
§24-32	Electric Rate Schedule Processing Fee – Reconnects (6/09) (7/12) Regular hours Plus additional deposit Plus if reconnected 5pm-8pm Mon-Fri; 8am-4pm Sat & Sun Second trip to reconnect – no one home	Varies \$25 \$25 \$50 \$50

Schedule of Fines & Fees – Page 3

CODE SECTION	DESCRIPTION	FEE												
UTILITIES – WATER														
§24-95	Water main connections - residential only (2/03), (5/04), (07/06) & (6/09) (6/11) (7/12)	<table> <tr> <td>5/8" meter</td> <td>\$6,500 ea. in-town</td> </tr> <tr> <td>1" meter</td> <td>\$9,906 ea. in-town</td> </tr> <tr> <td>1½" meter</td> <td>\$15,000 ea.</td> </tr> <tr> <td>2" meter</td> <td>\$30,000 ea.</td> </tr> <tr> <td>3" meter</td> <td>\$45,000 ea.</td> </tr> <tr> <td>4" meter</td> <td>\$60,000 ea.</td> </tr> </table>	5/8" meter	\$6,500 ea. in-town	1" meter	\$9,906 ea. in-town	1½" meter	\$15,000 ea.	2" meter	\$30,000 ea.	3" meter	\$45,000 ea.	4" meter	\$60,000 ea.
5/8" meter	\$6,500 ea. in-town													
1" meter	\$9,906 ea. in-town													
1½" meter	\$15,000 ea.													
2" meter	\$30,000 ea.													
3" meter	\$45,000 ea.													
4" meter	\$60,000 ea.													
	(Note: Commercial and industrial water connections are based upon meter size and consumption.)													
	Water main connections – residential only (8/04) (7/12) Existing dwellings converting from private well to Town water will be charged 50% of the current tap fee.	\$3,250 ea.												
§24-96	Water Meter Test - Request by Customer (6/11)	First request - No charge Second request in a 12 month period - \$25												
§24-96	Monthly water rates (7/12) (7/03)(7/06)(07/07)(05/08)(07/09)(6/11)(6/13)(6/14)	<table> <tr> <td>0-2000</td> <td>Minimum \$11.68</td> </tr> <tr> <td>2001-25,000</td> <td>58.4¢ per 100 gallons</td> </tr> <tr> <td>25,001-100,000</td> <td>46.8¢ per 100 gallons</td> </tr> <tr> <td>over 100,000</td> <td>34.9¢ per 100 gallons</td> </tr> <tr> <td>Automatic Meter Reading System Conversion Fee (7/07)(7/08)</td> <td>\$1.00</td> </tr> </table>	0-2000	Minimum \$11.68	2001-25,000	58.4¢ per 100 gallons	25,001-100,000	46.8¢ per 100 gallons	over 100,000	34.9¢ per 100 gallons	Automatic Meter Reading System Conversion Fee (7/07)(7/08)	\$1.00		
0-2000	Minimum \$11.68													
2001-25,000	58.4¢ per 100 gallons													
25,001-100,000	46.8¢ per 100 gallons													
over 100,000	34.9¢ per 100 gallons													
Automatic Meter Reading System Conversion Fee (7/07)(7/08)	\$1.00													
§24-100	Water Meter (set/placed) Based on meter size (4/05) (6/07) (6/11) (7/12)	<table> <tr> <td>5/8" meter</td> <td>- \$281</td> </tr> <tr> <td>1" meter</td> <td>- \$340</td> </tr> <tr> <td>1½" meter</td> <td>- \$440</td> </tr> <tr> <td>2" meter</td> <td>- \$532</td> </tr> <tr> <td>3" meter</td> <td>- \$1,465</td> </tr> <tr> <td>4" meter</td> <td>- \$1,914</td> </tr> </table>	5/8" meter	- \$281	1" meter	- \$340	1½" meter	- \$440	2" meter	- \$532	3" meter	- \$1,465	4" meter	- \$1,914
5/8" meter	- \$281													
1" meter	- \$340													
1½" meter	- \$440													
2" meter	- \$532													
3" meter	- \$1,465													
4" meter	- \$1,914													
§24-100	Water & wastewater service deposit residential only (7/12)	\$50												
	Water sales (bulk) – minimum charge (6/09) (6/11)	\$35.77 for initial 2,000 gallons												
	Water sales (bulk) (6/09) (6/11)	\$5.96 per 1,000 over minimum												

Schedule of Fines & Fees – Page 4

CODE SECTION	DESCRIPTION	FEE
UTILITIES - SEWER		
§24-149	Sewer connections - residential only (2/03), (5/04), (7/06) & (6/09) (6/11) (7/12)	
	5/8" meter	\$10,000 ea.
	1" meter	\$12,500 ea. in-town
	1½" meter	\$20,250 ea. in-town
	2" meter	\$40,500 ea. in-town
	3" meter	\$60,750 ea. in-town
	4" meter	\$81,000 ea. in-town
	(Note: Commercial and industrial connections are based upon meter size and consumption.)	
	Sewer main connections – residential only (8/04) (7/12) Existing dwellings converting from private septic tank to Town sewer will be charged 50% of the current tap fee.	\$5,000 ea.
	Monthly sewer rates (05/08) (07/09) (7/12) (6/13)(6/14)	
	0-2,000	Minimum \$14.46
	2,001-25,000	72.3¢ per 100 gallons
	25,001-100,000	66.3¢ per 100 gallons
	over 100,001	64.9¢ per 100 gallons
	Automatic Meter Reading System Conversion Fee(7/07)(7/08)	\$1.00
	Sewer - Flat Rate (6/11) (7/12)	\$34.16
§24-202	Permit and inspection fee for residential or commercial sewer permit	\$3
§24-202	Permit and inspection fee for industrial sewer permit	\$10
§24-183	Permit and inspection fee for private sewer system permit	\$10
	Septage Hauler's Fee (6/09) (6/11) (7/12) (6/13)	\$0.101 per gallon
		\$25.00 minimum charge
§24-241	Wastewater Contribution Permit (5 Years) (6/11)	\$1,000
§24-261	Fats, Oil & Grease (FOG) Permit (5 Years) (6/11)	\$250
§24-239	Surcharge for BOD (\$/lb above 250 mg/l) (6/14)	\$ 0.18
	Surcharge for TSS (\$/lb above 250 mg/l) (6/14)	\$ 0.12
	Review of out-of-town water and wastewater service requests - apply to the entire tract of land to be developed.	\$50 per acre; with a minimum charge of \$500, and a maximum charge of \$5,000 for properties within the Mountain Run Lake and Lake Pelham watersheds.
		\$25 per acre, with a minimum charge of \$250 and a maximum charge of \$2,500 for properties outside the above mentioned watersheds.

Schedule of Fines & Fees – Page 5

CODE SECTION	DESCRIPTION	FEE
UTILITIES – TELECOMMUNICATIONS ANTENNAE OR APPURTENANCES		
	Attachment of commercial telecommunications antennae or appurtenances to Town facilities including, but not limited to, water tanks. (4/02) (6/13)	To be negotiated by town manager, \$2,000 min (per provider) per month
	Attachment of non-commercial telecommunications antennae or appurtenances to Town facilities including, but not limited to, water tanks. (6/13)	To be negotiated by Town Manager

PLANNING & COMMUNITY DEVELOPMENT		
<i>FACILITIES STANDARDS MANUAL</i>		
	Sec. 2.200, Fire Protection Flushing or Testing	\$30
<i>MISCELLANEOUS – Copies</i>		
	Comprehensive Plan (6/02)	Hard Copy \$30 CD Version \$15
	11" x 17" Maps (pack of 15)	\$10
	Large Transportation Map (30"x 42")	\$10
	Large Future Land Use Map (30" x 42")	\$10
	Facilities Standards Manual	\$20
	Capital Improvements Plan (04/09)	Hard Copy \$20 CD Version \$15
	Maps	\$5 each
	Miscellaneous Documents	\$. 25 each page
	Subdivision Ordinance	\$7
	Water and Sewer Specifications	\$25
	Zoning Ordinance	\$15
<i>SUBDIVISION ORDINANCE</i>		
§22-38	Penalty for Violation of Chapter	\$10-\$1,000 (each day constitutes a new violation)
§22-108	Minor Subdivision Plats or Plans	\$50
	Final Plat, Record plat (10/03)	5 acres or less \$50 + \$10 per lot More than 5 acres \$100 + \$10 per lot
	Revisions, Subsequent Submissions	\$50
22-118	Vacation of Plat	\$150
<i>ZONING ORDINANCE</i>		
	Architectural Compatibility Finding	None
§27-377	Amendment Ordinance Request (6/13)	\$300
	Boat Dock Permit - For a 5 year permit (11/10)	\$25
§27-352	Certificate of Occupancy (12/06) (6/09)	\$40
	Re-inspection	\$25
	Weekend or Holiday Re-inspection	\$160 minimum

Schedule of Fines & Fees – Page 6

CODE SECTION	DESCRIPTION	FEE
PLANNING & COMMUNITY DEVELOPMENT, CON'T.		
	Commercial Burning Permit (12/06)	\$25
§27-451	Conditional Use permit (10/03)	\$500
	Home Occupation Permit	\$50
	House Location/Boundary Survey	\$15
§11-43	Leased Parking Permits	\$20 per month
§11-43	Residential Parking Permits	
	1st vehicle if no off-street parking is provided.	\$10
	Each additional vehicle.	\$30
	Each vehicle where off-street is provided.	\$30
	Rezoning Application (10/03)	\$1,000 + \$100/acre
§27-237 & §27-248	Sign Permits	\$1 per sq. ft of sign \$10 Minimum Charge
§27-266	Preliminary Plan, Major Site Plan, and Major Subdivision Submissions (Residential, Commercial & Industrial) (10/03)	\$250+\$20/1,000 sq.ft of site area
	Revision	\$50 per submission
	Single Family on existing lot	\$25
	Duplex on existing lot	\$50
§15-3	Parks & Recreation (05/03) (3/07) (6/09) (7/12)	
	Weekday Pavilion Rental at Yowell Meadow Park	\$25
	Weekday Pavilion Rental at Mountain Run Lake Park	\$25
	Weekend and Holiday Pavilion Rental at either park	\$25
	Major Events Fee at Yowell Meadow Park	\$100
	Major Events Fee at Mountain Run Lake Park	\$100
	Major Events Fee for non-residents at either park	\$300
	Variance Application (10/03) (6/09)	\$300
§27-353	Violations & Penalties:	
	Administration & Enforcement (§27-352, §27-353)	\$100
	District Regulations (§27-51, §27-62)	\$100
	Flood Hazard Areas (§27-93)	\$100
	Historic District (§27-127, §27-130, §27-132)	\$100
	Landscaping (§27-158, §27-159)	\$50
	Nonconforming Uses (§27-181, §27-185)	\$100
	Parking (§27-206, §27-209)	\$100
	Signs (§27-238, §27-241, §21-3)	\$50
	Site Plans (§27-262)	\$50
	Towing Inoperable Vehicles (§20-4) (03/04)	\$50 per vehicle
	Watershed Protection District (§27-428, §27-429)	\$100

Schedule of Fines & Fees – Page 7

CODE SECTION	DESCRIPTION	FEE
PLANNING & COMMUNITY DEVELOPMENT, CON'T.		
	Zoning permit (6/13)	Residential \$25 Other \$100
	Zoning Verification/Compliance Letter (6/13)	\$25

POLICE	(6/09)	
	Administrative:	
	Accident Reports	\$2
	Incident Reports	\$5
	Fingerprinting	\$5 for town residents \$15 for out-of-town residents
	Parking: (6/13)	
	1 st Offense	\$10
	2 nd Offense	\$25
	3 rd and Subsequent Offenses	\$50
	Court Charges	\$61

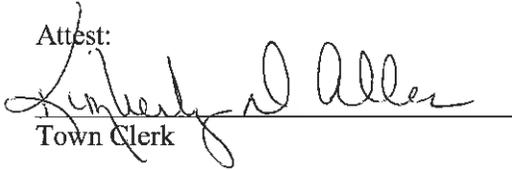
OTHER / MISCELLANEOUS		
§16-30	Solicitors Permit Fee (2/04)	\$20

TREASURER		
	Boating Permit—Two years (9/11)	\$20
	Boating Permit—Two consecutive days (9/11)	\$ 5
	Collection	\$25
	Credit Card Convenience (6/11)	\$2.50
	DMV Stops	\$30
	Fishing Certificate—Two Years (9/11)	\$20
	Fishing Certificate—Two consecutive days (9/11)	\$ 5
	New Service Application (6/09)	\$25
	Returned Check	\$35
	Unauthorized Use of Meter – Theft of Service	\$250 plus usage

Schedule of Fines & Fees – Page 8

Depot Rental Fees Deleted since Depot is no longer available for rent due to relocation of Museum to the Depot. (6/14)

Attest:


Town Clerk

** This schedule is not all inclusive. For further information, please contact the Planning & Community Development Department at 540-829-8260.*

Approved: March 9, 1999 – first reading
April 13, 1999 – second reading

Revisions:	July 13, 1999 and September 1999	October 2011
	July 2000	June 2012
	April 2001	July 2012
	April 2002 and May 2002	June 2013
	February 2003, July 2003 and October 2003	June 2014
	February 2004, March 2004, and May 2004	
	April 2005	
	July 2006, August 2006, and December 2006	
	March 2007, June 2007	
	May 2008	
	April 2009, June 2009	
	July 2010, November 2010	
	June 2011	