



ROCKY MOUNT, NC
THE CENTER OF IT ALL

Development Services

Zoning and Plan Review Fees Policy No. X.5.1



Bonds and Privilege Licenses Policy No. X.5.2



Building Permit Fees Policy No. X.5.3



Electrical Permit Fees Policy No. X.5.4



Sidewalk Dining for Downtown Businesses Fees Policy No. X.5.5



Insulation Fees Policy No. X.5.6



Mechanical Fees Policy No. X.5.7



Plumbing Fees Policy No. X.5.8



Sign Fees Policy No. X.5.9





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Zoning and Plan Review Fees Policy No. X.5.1

Zoning Violations

Civil Citation	1st offense	\$100.00
(12 month period)	2nd offense	\$250.00
	3rd offense	\$500.00

Zoning Maps

Paper Map, 22" x 34"	\$35.00
Paper Map, 34" x 44"	\$70.00

Subdivision Review (Preliminary Plat, Construction Plat)

Preliminary Plat, Major - 4 or more lots	\$350.00
Construction Plat, Major - 4 or more lots	\$300.00
All Minor - less than 4 lots; Exempt; Recombination & Boundary Surveys	\$150.00

Final Plat Recordation (Plus applicable Registrar of Deeds fees)

\$75.00

Planned Building Group Review (Preliminary Plan, Construction Plan)

Preliminary Plan, DRC & Planning Board Approval	\$350.00
Construction Plan, DRC & Planning Board Approval	\$300.00
Additional charge per review for failure to satisfy comments	\$150.00
General Plan (DRC Only)	
Level I	\$75.00
Level II	\$200.00
Level III (Preliminary/Construction Plan)	\$300.00
(Sites less than 10,000 square feet and those zoned industrial)	

Architectural Plan Review

Less than \$10,000	\$50.00
\$10,000 and greater	\$125.00

Architectural Plan Review (single trade) \$35.00

Architectural Fast Track Building Plan Review \$500.00

Zoning Certificate \$50.00

(Applies to new construction and change of use)

Zoning Compliance Letter \$35.00

Zoning Related Permits \$50.00

(Temp. Use, Home Occupation, Renewals)

Floodplain Development Permit, Class I \$100.00

Floodplain Development Permit, Class II \$200.00

Fast Track Development Plan Review \$1,000.00

Licensing Inspection \$50.00
(group homes, adult day care homes)

Permit Refund Processing Fee \$25.00

Board of Adjustment

Variance Request	\$250.00
Special Use Permit Request - Churches, Day cares	\$250.00
Special Use Permit - All Other Uses	\$300.00
Renewal of a Special Use Permit	\$35.00
Appeal Administrative Decisions/Interpretations	\$250.00*
*If Board rules in appellant's favor, half of fee returned.	

Planning Board

Rezoning Request - Classification (Map) Change	\$250.00
Ordinance (Text) Change	\$250.00
Conditional Use Request	\$300.00
Split Zoning Request	\$300.00
PDR (Development Plan)	\$500.00

Historic Preservation Commission

Certificate of Appropriateness	\$25.00
After the fact Certificate of Appropriateness	\$50.00

Voluntary Annexations

Satellite	\$125.00
Contiguous	\$100.00

Landscape

Landscape Maintenance Bond	30%
(Total cost of required vegetation for buffers and landscaping. Vegetation is inspected after 18 months and if compliance is met, bond is returned in full).	

Certificate of Occupancy

Fee for each Certificate of Occupancy issued	\$75.00
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Building Permit Listing

Weekly mail subscription	\$ 60.00/year
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THE CENTER OF IT ALL

Development Services

Bonds and Privilege Licenses Policy No. X.5.2

Contractors' Bonds [Sec. 5-67]

*Plumbing contractors	\$5,000.00
*Heating, air conditioning, refrigeration and ventilation contractors	\$5,000.00
*Electrical contractors	\$5,000.00
Demolition contractors:	\$5,000.00
For work performed outside the fire district as defined by Section 5-2 on one and two-family dwellings or abandoned structures as defined in Section 11-26.	
For all work not included above and performed outside the fire district as defined by Section 5-2.	\$10,000.00
For work performed inside the fire district as defined by Section 5-2.	\$25,000.00

**Bond is required for contractors billed for permits on a monthly basis.*

Moving Contractors

For work performed outside the fire district as defined in Section 5-2	\$5,000.00
For work inside the fire district as defined in Section 5-2, the amount of bond shall be set by the Inspections Supervisor	Not less than \$5,000.00
Insulation contractors [Sec. 5-135]	\$5,000.00
Nonresident door-to-door peddlers/solicitors bond [Sec. 13-89]	\$1,000.00

** Bond is required for contractors who are billed for permits on a monthly basis.*

Privilege Licenses

North Carolina General Statute 106A-211 was repealed effective for tax year beginning on or after July 1, 2015; therefore, businesses operating within the City of Rocky Mount will no longer be required to renew or obtain a privilege (business) license after July 1, 2015.

Penalty

Failure to obtain permit before starting work:

Building	\$250.00
Others	\$250.00



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THE CENTER OF IT ALL

Development Services

Building Permit Fees Policy No. X.5.3

Residential Building Permit Fee Schedule

Value of Building

\$0.00 to \$10,000	\$65.00
Over \$10,000 to \$100,000	\$70.00 for first \$10,000 and \$3.45 for each additional \$1,000 or fraction thereof
Over \$100,000 to \$500,000	\$455.00 for first \$100,000 and \$1.85 for each additional \$1,000 or fraction thereof
Over \$500,000 to \$1,000,000	\$1,255.00 for first \$500,000 and \$1.35 for each additional \$1,000 or fraction thereof
Over \$1,000,000	\$1,905.00 for first \$1,000,000 and \$.80 for each additional \$1,000 or fraction thereof

Residential Service

Demolition of Building	\$150.00
Demolition of Building without Sewer & Water	\$125.00
Re-Inspection Fee	\$75.00
Homeowners Recovery Fund Fee per single family unit Building Permit*	\$10.00

*Added September 1991. Required by NC General Assembly.

Non-Residential Building Permit Fee Schedule

\$0.00 to \$10,000	\$75.00
Over \$10,000 to \$100,000	\$77.50 for first \$10,000 and \$4.00 for each additional \$1,000 or fraction thereof
Over \$100,000 to \$500,000	\$530.00 for first \$100,000 and \$2.00 for each additional \$1,000 or fraction thereof
Over \$500,000 to \$1,000,000	\$1,550.00 for first \$500,000 and \$1.50 for each additional \$1,000 or fraction thereof
Over \$1,000,000	\$2,200.00 for first \$1,000,000 and \$1.00 for each additional \$1,000 or thereof

Non-Residential Service

Demolition of Building	\$250.00
Demolition of Building without Sewer & Water	\$275.00
Re-Inspection Fee	\$200.00
	\$75.00

Certificate of Occupancy

Zoning Certificate	\$50.00
Fee for each CO issued	\$75.00

Building Permit Listing

Weekly mail subscription	\$65.00/year
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Storage Tank Fee Schedule

A building permit shall be required for the installation of all storage tanks as follows:

Tank Capacity	Underground		Above Ground	
	Install	Remove	Install	Remove
Up to 5000 gals	\$ 75.00	\$ 65.00	\$ 75.00	\$65.00
5001 to 10,000	\$125.00	\$100.00	\$125.00	\$100.00
Over 10,000	\$150.00	\$125.00	\$150.00	\$125.00

EXEMPT: 550-gallon home heating fuel tanks

Licensing Requirements

Prior to being issued a permit, a contractor or supervisor must have all licenses as required by the City of Rocky Mount and the State of North Carolina.

Failure to Obtain Permit Before Starting Work

Building	\$250.00
Others	\$250.00



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THE CENTER OF IT ALL

Development Services

Electrical Permit Fees Policy No. X.5.4

Change of Service	Residential	Nonresidential
1 to 400 amperes	\$70.00	\$75.00
>400 amperes	\$75.00	\$80.00

New Service

Fire Alarm Systems	Residential	Nonresidential
1 to 99 amperes	\$70.00	\$ 70.00
100 to 199 amperes	\$70.00	\$ 70.00
200 to 299 amperes	\$75.00	\$ 75.00
300 to 400 amperes	\$80.00	\$105.00
>400 amperes	\$85.00 plus \$11.00 for each additional 100 amperes	\$120.00 plus \$15.00 for each additional 100 amperes

Manufactured Housing (HUD and Modular Units)

Building Permit (includes all trade work) \$210.00

	Residential	Nonresidential
Minimum Permit Fee	\$ 65.00	\$ 65.00
Re-inspection Fee	\$ 75.00	\$ 75.00
After Hours Inspections (minimum 2 hours)	\$ 75.00/hour per inspector	\$ 75.00/hour per inspector
Failure to Obtain Permit	\$250.00	\$250.00

***Extra Inspection Fee** \$ 75.00

**Extra electrical inspections shall include additional inspections conducted by the electrical inspector, made necessary through the failure of any person, firm, or corporation in charge of the work to properly specify the location of the work, or to install wiring or apparatus in proper manner or to otherwise create conditions making such additional inspections necessary.*



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THE CENTER OF IT ALL

Development Services

Sidewalk Dining for Downtown Businesses Fees Policy No. X.5.5

SECTION 1. Purpose

The purpose of the ordinance is to provide outdoor dining in areas where permissible.

SECTION 2. Background Information

On May 12, 2014 the City Council established an ordinance to allow downtown patrons the ability to provide outside dining where permissible.

SECTION 3. Sidewalk Dining

1. Sidewalk café permits shall:

- a. Be issued for a period not to exceed one (1) year and shall expire on June 30 of each year. Permits may be renewed annually upon the payment of a renewal fee established by the City Council provided the sidewalk café continues to be operated in compliance with this article. The right of appeal for the denial of a permit renewal shall be the same as for a permit revocation.
- b. Be in addition to any other licenses required pursuant to the city code.
- c. Not be transferable or assignable.
- d. Be subject to site inspection prior to initial permit issuance as well as annual permit renewal.

2. Sidewalk café permits will be issued by the Planning Division. Applications may be obtained from the Planning Division or from the City's website. Sidewalk café permit fees are \$100.00 for the initial permit and \$25.00 for a renewal permit.



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THE CENTER OF IT ALL

Development Services

Insulation Fees Policy No. X.5.6

Residential Insulation Permit Fee Schedule

Value of Insulation Costs	Fees
\$100 or less	\$65.00 per permit
Over \$100 to \$5,000	\$17.00 per \$1,000 or fraction thereof (\$65.00 minimum)
Over \$5,000 to \$10,000	\$65.00 for first \$5,000 and \$8.50 for each additional \$1,000 or fraction thereof
Over \$10,000 to \$100,000	\$115.00 for first \$10,000 and \$7.25 for each additional \$1,000 or fraction thereof

Nonresidential Insulation Permit Fee Schedule

Value of Insulation Costs	Fees
\$100 or less	\$65.00 per permit
Over \$100 to \$5,000	\$25.00 per \$1,000 or fraction thereof
Over \$5,000 to \$10,000	\$85.00 for first \$5,000 and \$11.50 for each additional \$1,000 or fraction thereof
Over \$10,000 to \$100,000	\$145.00 for first \$10,000 and \$8.50 for each additional \$1,000 or fraction thereof
Minimum Permit Fee	\$65.00
Re-inspection Fee	\$75.00
After Hours Inspections (minimum 2 hours)	\$75.00/hour per inspector
Failure to Obtain Permit	\$250.00



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THE CENTER OF IT ALL

Development Services

Mechanical Fees Policy No. X.5.7

Miscellaneous:	Residential	Non-Residential	Hot and/or Chilled Water Systems	Residential	Non-Residential
Gas appliance	\$21.00	\$26.00			
Type II Dryers (1st five)		\$26.00	Air handling unit (1st)		\$60.00
Additional Type II Dryers		\$21.00 each	Additional air handling units		\$45.00 each
Gas connections (1st)	\$21.00	\$26.00	Other Items		
Additional connections	\$11.00	\$15.00	Valve boxes (1st)	\$20.00	
Kitchen hood (Type I)		\$41.00 each	Additional valve boxes	\$2.00 each	
Exhaust fan or hood (1st)	\$21.00	\$26.00	Fire dampers (1st)	\$20.00	
Additional fans or hoods	\$11.00	\$15.00	Additional fire dampers	\$2.00 each	
Water heater for heat up to (199k)	\$45.00		Duct work	\$60.00	
Boiler (1st)	\$30.00		Minimum Permit Fee	\$ 65.00	\$65.00
Boiler (200k and up)		\$75.00	Re-inspection Fee	\$75.00	\$75.00
Additional boilers	\$20.00		After Hours Inspections (minimum 2 hours)	\$75.00/hour per inspector	\$75.00/hour per inspector
Unit or duct heater	\$21.00	\$31.00			
Cooling Towers		\$75.00 each			
Chillers		\$75.00 each			
Coolers (Refrigeration)		\$40.00 each			
HVAC Equipment <i>(new installation with duct work)</i>					
Package units(1st)	\$60.00	\$90.00			
Additional package units	\$50.00 ea.	\$75.00 each			
Split systems (1st)	\$75.00	\$95.00			
Additional split systems	\$55.00 ea.	\$80.00 each			
HVAC Equipment <i>(change out without duct work)</i>					
Package units (1st)	\$55.00	\$80.00			
Additional package units	\$25.00 ea.	\$50.00 each			
Split systems (1st)	\$60.00	\$85.00			
Additional split systems	\$55.00 ea.	\$55.00 each			
Air handling unit (1st)		\$55.00			
Additional air handling units		\$35.00 each			
Condensing unit		\$50.00			
Additional condensing units		\$30.00 each			
Condensing or Air Handling Unit <i>(change out without duct work)</i>					
Condensing unit (1st)	\$40.00				
Additional condensing units	\$20.00 ea.				
Air handling unit (1st)	\$40.00				
Additional air handling units	\$20.00 ea.				



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THE CENTER OF IT ALL

Development Services

Plumbing Fees Policy No. X.5.8

Plumbing Permit Fee Schedule

Item	Residential	Nonresidential
Each Fixture	\$11.00	\$11.00
Sewer Connections	\$11.00	\$11.00
Reconstructed Sewer	\$11.00	\$11.00
Water Connection	\$11.00	\$11.00
Floor Drains	\$11.00	\$11.00
Washing Machine	\$11.00	\$11.00
Electric Water Heater	\$11.00	\$11.00
Gas Water Heater (<i>See Mechanical Fee Schedule</i>)		
Dishwasher	\$11.00	\$11.00
Garbage Disposal	\$11.00	\$11.00
Shower Stall	\$11.00	\$11.00
Water Cooler		\$11.00
Sterilizer		\$11.00
Dental Unit		\$11.00
Swimming Pool	\$53.00	\$65.00
Lawn Sprinkler Backflow	\$11.00	\$15.00
Sprinkler Heads		\$1.25 each

Plumbing Permit Fee Schedule/New Residential

1 Bath	\$60.00
1 1/2 Bath	\$70.00
2 Baths	\$95.00
2 1/2 Baths	\$105.00
3 Baths	\$120.00
3 1/2 Baths	\$130.00
4 Baths	\$145.00
4 1/2 Baths	\$168.00
5 Baths	\$178.50
5 1/2 Baths	\$189.00
6 Baths	\$210.00
6 1/2 Baths	\$215.00
7 Baths	\$225.00
7 1/2 Baths	\$240.00

Public Fee

Work performed without the use of danger lights as required in Section 17-6 of the City Code shall be subject to a fee equal to the City's expense in placing the lights at the work site.

	Residential	Nonresidential
Minimum Permit Fee	\$65.00	\$65.00
Re-inspection Fee	\$75.00	\$75.00
After Hours Inspections (minimum 2 hours)	\$75.00/hour per inspector	\$75.00/hour per inspector
Failure to Obtain Permit	\$250.00	\$250.00



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THE CENTER OF IT ALL

Development Services

Sign Fees Policy No. X.5.9

Permanent Signs

Area of sign

Fees

Up to 50 square feet

\$65.00 per sign

>50 square feet

\$65.00 plus
25¢/square foot
per sign

Political Signs

Master Permit Bond

\$225.00

Penalty

Failure to obtain permit prior to erecting signs -

\$250.00