

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

CODE SECTION	DESCRIPTION	FEE
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
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
	Refuse collection – business	\$11/month – per cart
§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		
§24-34, 110 & 155	Late fee for bills unpaid one (1) day after due date.	\$1.50 or 2% of bill, whichever is greater
	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	Service notice to disconnect utility services for non-payment. (6/09) (7/12)	\$25
	Plus, additional security deposit	\$25
	Re-connect services Mon-Fri 5pm-8pm, Sat-Sun 8am-4pm	\$50
	Second trip to re-connect if no one home	\$50

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CODE SECTION	DESCRIPTION	FEE
UTILITIES – ELECTRIC		
§24-37	Electric Meter (set/placed) based on service	Varies
	Electric Meter re-read (6/09)	\$20
§24-42	Electric Meter Test - Request by Customer (6/09)	
	First request	No charge
	Second request in a 12 month period	\$25
	All additional requests	\$25
	Electric Line Extensions (6/09)	
	In-town major subdivisions – lots not exceeding one acre	\$2,500 per lot
	In-town major subdivisions – lots one to two acres	\$5,000 per lot
	In-town major subdivisions – lots larger than two acres	\$7,500 per lot
	In-town underground service to single lot, lots in minor subdivisions or small, single phase commercial (6/15)	\$1,500 plus \$1.25 per foot over 125'
	In-town overhead service to single lot, lots in minor subdivisions with single phase commercial	\$1,100 plus \$1.25 per foot over 125' plus \$375 for each pole >1
	In-town large commercial and industrial users, three-phase Service (6/15)	\$4,000 plus \$1.25 per foot over 125' plus \$375 for each pole >1
	Service Changes, overhead to underground, service heavy-up	Time and material
§24-37	Electric service - security deposit (6/09) (6/15) Residential & Commercial	\$250
§24-32	Electric Rate Schedule	Varies
UTILITIES – WATER & SEWER		
§24-95	Water main connections - residential only	Varies
	(Note: Commercial and industrial water connections are based upon meter size and consumption.)	

Schedule of Fines & Fees – Page 3

CODE SECTION	DESCRIPTION	FEE
UTILITIES – WATER & SEWER, CON'T		
	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	Varies
§24-100	Water Meter (set/placed) Based on meter size	Varies
§24-100	Water & wastewater service deposit residential only (7/12)	\$50
	Water sales (bulk) – minimum charge (6/09) (6/11)	Varies
	Water sales (bulk) (6/09) (6/11)	Varies
§24-149	Sewer connections - residential	Varies
	(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	Varies
	Sewer - Flat Rate	Varies
§24-202	Permit and inspection fee for residential or commercial sewer permit (06/18)	\$50
	Re-inspection fee for subsequent field inspections (06/18)	\$25
§24-202	Permit and inspection fee for industrial sewer permit (06/18)	\$100
	Re-inspection fee for subsequent field inspections (06/18)	\$50
§24-183	Permit and inspection fee for private sewer system permit (06/18)	\$100
	Re-inspection fee for subsequent field inspections (06/18)	\$50
	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

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CODE SECTION	DESCRIPTION	FEE
UTILITIES – WATER & SEWER, CONT.	Review of out-of-town water and wastewater service requests - apply to the entire tract of land to be developed.	<p>\$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.</p> <p>\$25 per acre, with a minimum charge of \$250 and a maximum charge of \$2,500 for properties outside the above mentioned watersheds.</p>
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)	<p>Hard Copy \$30</p> <p>CD Version \$15</p>
	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)	<p>Hard Copy \$20</p> <p>CD Version \$15</p>
	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

Schedule of Fines & Fees – Page 5

CODE SECTION	DESCRIPTION	FEE
PLANNING & COMMUNITY DEVELOPMENT, CON'T.		
	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
	Commercial Burning Permit (12/06)	\$25
§27-451	Conditional Use permit (10/03)	\$500
	House Location/Boundary Survey	\$15
§11-43	Leased Parking Permits	See Parking Authority Fee Schedule
§11-43	Residential Parking Permits	See Parking Authority Fee Schedule
	Rezoning Application (10/03)	\$1,000 + \$100/acre
§27-237 & §27-248	Sign Permits (6/18)	\$1 per sq. ft of sign \$25 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) (6/15)	
	Pavilion Rental	\$50
	Major Events Fee for residents at either park	\$100
	Major Events Fee for non-residents at either park	\$300
§15-2	Variance Application (10/03) (6/09)	\$300

Schedule of Fines & Fees – Page 6

CODE SECTION	DESCRIPTION	FEE
PLANNING & COMMUNITY DEVELOPMENT, CON'T.		
§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
	 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	\$5
	for out-of-town residents	\$15
	 Parking: (6/13)	
	1 st Offense	\$10
	2 nd Offense	\$25
	3 rd and Subsequent Offenses	\$50
	Court Charges	\$61
	Late Fee after 3 days but no more than 6 days	\$2
	Late Fee after 6 days	\$5

OTHER / MISCELLANEOUS		
§16-30	Solicitors Permit Fee (2/04)	\$20
§21-47	Security Plan Fee (1/16)	\$100

TREASURER		
	Boating Permit—Two years (9/11)	\$20
	Boating Permit—Two consecutive days (9/11)	\$ 5

Schedule of Fines & Fees – Page 7

CODE SECTION	DESCRIPTION	FEE
TREASURER, CON'T.		
	Delinquent Collection Fee	\$25
	DMV Stops (9/17)	\$35
	Fishing Certificate—Two Years (9/11)	\$20
	Fishing Certificate—Two consecutive days (9/11)	\$ 5
	New Utility Service Application (6/09)	\$25
	Returned Check	\$35
	Unauthorized Use of Meter – Theft of Service	\$250 plus usage

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
 July 2000
 April 2001
 April 2002 and May 2002
 February 2003, July 2003 and October 2003
 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

October 2011
 June 2012
 July 2012
 June 2013
 June 2014
 June 2015
 January 2016
 June 2016
 June 2017
 August 2017
 June 2018