

TOWN OF CULPEPER SCHEDULE OF FINES & FEES

CODE SECTION	DESCRIPTION	FEE
ENGINEERING		
§7-26	Erosion Control Plan Review (12/06) (6/09) First acre Per acre thereafter	\$25 \$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) (7/21)	\$100
§21-251	Franchise Fee – underground conduit	\$1.33, per linear foot (as of 1/1/2021)
REFUSE		
§20-76, 77, 78	Sanitation Equipment Replacement Fee (paid on utility bill) (6/11) (6/14)	\$2/month – per cart
	Residential purchase of additional carts	\$60 – per cart
	Commercial Trash	\$11/month – per cart
§20-32	Commercial Trash 3 times per week – Historic District food service locations only (7/12)(7/21)	\$33/month – per 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) (6/19)	\$25
§24-34, 110, 130 & 155	Service notice to disconnect utility services for non-payment. (6/09) (7/12) (6/19)	\$50
	Second trip to re-connect services if no one is home	\$50

After hours re-connect services (Mon-Fri 5pm-8pm, Sat-Sun 8am-4pm) \$100

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) (6/19)	
	In-town major subdivisions – lots not exceeding one acre	\$3,500 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
§24-44	<u>Non-Franchise Agreement Pole Attachments</u>	\$25 annually, per pole
UTILITES – 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.	Varies
§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 (7/12) Residential and Commercial	\$50
	Water sales (bulk) – minimum charge (6/09) (6/11)	Varies
	Water sales (bulk) (6/09) (6/11)	Varies
§24-149	Sewer connections - residential (Note: Commercial and industrial connections are based upon meter size and consumption.)	Varies
	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.	Varies.
	Monthly sewer rates	Varies
	Sewer - Flat Rate	Varies
§24-202	Permit and inspection fee for residential or commercial sewer permit (06/18) Re-inspection fee for subsequent field inspections (06/18)	\$50 \$25
§24-202	Permit and inspection fee for industrial sewer permit (06/18) Re-inspection fee for subsequent field inspections (06/18)	\$100 \$50
§24-183	Permit and inspection fee for private sewer system permit (06/18) Re-inspection fee for subsequent field inspections (06/18)	\$100 \$50
	Septage Hauler's Fee (6/09) (6/11) (7/12) (6/13) (6/19)	Varies
§24-241	Significant Industrial User Wastewater Contribution Permit (5 Years) (6/11)	\$1,000

Schedule of Fines & Fees – Page 4

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.	\$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.
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 (6/19)	\$150

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
§22-108	Other Plat Review (including ROW, Easement, etc.) (7/21)	\$50
22-118	Vacation of Plat	\$150
<i>ZONING ORDINANCE</i>		
§27-131	Architectural Compatibility Finding	None
§27-376	Text Amendment Ordinance Request (6/13) (6/19)	\$500
	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) (6/19)	\$750
§11-43	Parking Permits (Downtown Lots)	See Parking Authority Fee Schedule
§11-43	Parking Permits (Residential) First Permit per eligible Residence Each additional permit	No Charge \$30/year
§27-377	Rezoning Application (10/03)	\$1,000 + \$100/acre
§27-402	Variance Application, or Zoning Appeal to Board of Zoning Appeals or Town Council (10/03) (6/09)	\$300
§27-404	Variance Application – Administrative (7/21)	\$50
§27-236	Sign Permits (6/18)	\$1 per sq. ft of sign \$25 Minimum Charge
§27-263	Change of Use Permit – if site inspection required (7/21) Change of Use Permit – if no site inspection required	\$50 No Fee

§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
§27-266	Minor Site Plan (including SFD/SFA on Existing Lot) (7/21)	\$50
§15-3	Parks & Recreation (05/03) (3/07) (6/09) (7/12) (6/15)	
	Pavilion Rental	\$50
	Major Events Fee for residents at any park	\$100
	Major Events Fee for non-residents at any park	\$300

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 (§27-97)	\$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
	Refuse (§20-2)	\$50
	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
§27-29	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 30 days	\$10

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

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

Amended: May 11, 2021