

TOWN OF SUNSET BEACH

FY 2025-2026 FEE SCHEDULE - ADOPTED 6/2/2025

CHARGE TYPE	FEE	
GENERAL TOWN FEES		
GENERAL PUBLIC RECORDS:		
Copies (per sheet, one sided):		
Copy - 8 /12 x 11 black and white		\$.10
Copy - 8 /12 x 11 color		\$.25
Copy - 8 /12 x 14 black and white		\$.15
Copy - 8 /12 x 14 color		\$.35
Copy - 11 x 17 black and white		\$.25
Copy - 11 x 17 color		\$.50
Fax charge (per sheet, one sided)		\$.50
Electronic copy - CD format (per CD)		\$.50
GENERAL FEES:		
Beach wheelchair use fee - Up to 3-day rental (includes delivery and pickup)		\$20
Cabana Package (10 cabanas per/week of the Permit Period)	\$150 Per Permit Period (max. \$450 Per Permit Period for 3 packages)	
Returned check fee		\$25
Yard sale permit		\$ 5
TEMPORARY EVENT AND FILMING INDUSTRY FEES:		
Application fee	\$25	Per event
Application Fee for Events held on Private Property	\$25	Per Event
Concert Vendor Space Fee	\$25	Per Space
Film industry fee - Permit fee	\$1,000	Up to 7 days
Film industry fee - Extended permit fee	\$150	Per day
Film industry fee - Beach/waterway accesses/street	\$300	Per day or portion of day
Film industry fee - Other town vehicles	\$25	Per hour
Film industry fee - Park rental	\$500	Per day or portion of day
Film industry fee - Town personnel (other than police and fire) fee	\$45	Per hour
On-site fire FD pick-up truck/side by side	\$100	Per hour - Up to 6 hrs (includes 2 FF/EMT's)
On-site fire truck	\$120	Per hour - Up to 6 hrs
On-site marked police car	\$30	Per hour
On-site police officer	\$65	Per hour (includes police car)
On-site rescue boat	\$100	Per hour - Up to 6 hrs
Stand pipe water access		\$10
Covered picnic area (not included in other fees)	\$20	Per hour

EVENT FEES (Cont.)		
CHARGE TYPE	FEE	
Park Gazebo	\$30	Per hour
Park Rental Fee 25-50 ppl includes: - Site Prep and Appropriate Coning (determined by Town Staff) Restroom Cleaning Fee	\$100	
Park Rental Fee 51-150 ppl includes: - Site Prep and Appropriate Coning and Barricades per Town Staff -Two parking staff to attend overflow parking lots (up to 5 hours) Restroom Cleaning Fee	\$500	
Park Rental Fee over 151 ppl includes: - Site Prep and Appropriate Coning and Barricades per Town Staff -Restroom Cleaning Fee -Eight parking staff to attend overflow parking lots (up to 5 hours) -On-site Police Officer -Onsite EMS Tent (includes 2 Firefighter/EMTs)	\$2,000	
Non-Profit Special Events hosted by Town Organizations – requires Council Approval	\$500 per event	
Additional Cones	\$5 Each	
Additional Barricades	\$10 Each	
Sunset Beach Community Center	See Application	
POLICE, FIRE AND CODE ENFORCEMENT		
False alarm fee	Progressive, per incident:	
Vehicle Impound Fee	\$200	
Vehicle Storage Fee	\$25/day after day one	
Fingerprinting fee	\$20 per session (includes 2 fingerprint cards)	
Vehicle crash report	\$ 2 per report	
Violation of Ordinance 93.01 Premises to be kept clean	\$100 Second Violation	\$200 Sequential Violation
Parking Tickets	If paid within 72 Hours - \$50 If paid after 72 hours - \$75 If paid after 7 days - \$100	
Parking Violation: Handicapped	If paid within 72 hours - \$150 If paid after 72 hours - \$200 If paid after 7 days - \$250	
Other police reports	\$.10 per sheet (one side)	

PLANNING & INSPECTIONS

CHARGE TYPE

FEE

BUILDING: COMMERCIAL & RESIDENTIAL

Project cost, as determined by the five factors listed below:

.009 X total project cost, with \$75 minimum

Site-built/modular homes (per sq ft)	\$75	All heated area
Manufactured homes (per sq ft)	\$30	All heated area
Covered unheated area	\$25	Per sq ft
Porch/deck uncovered	\$20	Per sq ft
Concrete slabs/walkway/driveway	\$ 1	Per sq ft

ELECTRICAL INSPECTION

Electrical inspection fee - T Pole	\$75 residential or commercial	
Electrical inspection fee - Rough in	\$75 residential	\$125 commercial
Electrical inspection fee - Final	\$75 residential	\$125 commercial
Temporary power	\$75 residential	\$125 commercial
Electrical under slab	\$75 residential	\$125 commercial

MECHANICAL INSPECTION

Rough in (per HVAC system)	\$75 residential	\$125 commercial
Final (per HVAC system)	\$75 residential	\$125 commercial

PLUMBING INSPECTION

Plumbing under slab	\$75 residential	\$125 commercial
Rough in	\$75 residential	\$125 commercial
Final	\$75 residential	\$125 commercial
Water and sewer lines	\$75 residential (per both lines)	\$125 commercial (per both lines)

ADDITIONAL FEES, AS APPLICABLE

2 inspections, regardless of project cost	\$75 residential	\$125 commercial
Certificate of occupancy	\$75 residential or commercial	
Homeowners Recovery Fund	\$10 residential	N/A - Commercial
Re-inspection fee	\$75 initial reinspection	\$150 each additional re-inspection for same item
Additional trip charge	Per trip	\$125 commercial (per trip)
After-hours inspections	\$75 residential	\$125 commercial
Work started/performed without a permit	DOUBLE PERMIT FEES	
Flood plain maintenance and repair (addition/fill)	\$75	
Flood plain new construction	\$125	
Permits not listed but required by the State of NC	\$75 residential	\$125 commercial

PLANNING & ZONING FEES		
CHARGE TYPE	FEE	
Variance request	\$300	
UDO Text Amendment	\$300	
Zoning compliance letter	\$25	
Signs removed from right of way	\$15 per sign if returned to owner; sign return or disposal will be processed per UDO requirements	
Special-use permit	\$300	
Special Use Permit Revision	\$100	
Appeal of decision	\$300	
Sign permit	\$100	
Rezoning request	\$500 - Less than or equal to 3 acres	\$800 - Greater than 3 acres
Conditional Zoning Request	\$600 - Up to 5 acres	Plus \$10 per acres thereafter
Subdivision- Minor Preliminary Plat	\$200	
Subdivision- Minor Final Plat	\$200 + \$10 per lot	
Subdivision-Major Preliminary Plat	\$300	
Subdivision-Major Final Plat	\$300 + \$10 per lot	
Preliminary Plat Revision Request	\$100	
Lifting stop-work order on valid permit	\$50 per inspection	
Annexation Request	\$150	
Comprehensive Plan Amendment	\$300	
Flood Development Amendment	\$50	
Home Occupation Permit	\$25	
Minor Site Development- Residential	\$50	
Minor Site Development- Non Residential	\$250	
Major Site Development	\$300	
Temporary Event Permit	\$25	
MAPPING FEES		
Mapping fee - Zoning map (24 x 36)	\$15 per map (no additional labor added)	

ADDITIONAL FEES RELATED TO BUILDING INSPECTIONS AND FIRE DEPARTMENT

	BUILDING INSPECTIONS FEE	FIRE FEE
Fire sprinkler fee	\$75	\$100 - Commercial buildings
Change of use/occupancy	\$75	\$100
Tent set up	N/A	\$100
ABC inspection (application for beer/wine sales)	\$75	\$100
Annual fire inspection fee	N/A	\$100
Fire re-inspection	N/A	\$50

Fee Schedule Adopted by the Sunset Beach Town Council on June 2, 2025.

BY:



TOWN OF SUNSET BEACH

Mayor

ATTEST:



Town Clerk