Town of Wendell
Legislative & Administrative Fee Schedule: O-08-2019

Legislative

Filing Fee:

	Mayor	Commissioner
Filing fee for elected office for Town of Wendell Board of Commissioners*	$25.00	$25.00

Reference(s):
Town of Wendell Resolution – R-18-77 (6/30/1977); NC GS 163A-1620(e)
**Filing fee is collected by the Wake County Board of Elections when candidate files for placement on ballot as Mayor or Town Board of Commissioner.*

Administrative

Check Return Fee:

	Cost
Check Return Fee	$ 25

NC GS 25-3-506

Town Beer & Wine License:

	Cost
Beer on Premises [NC GS 105-113.77]	$ 15
Beer off Premises [NC GS 105-113.77]	$ 5
Wine on Premises [NC GS 105-113.77]	$ 15
Wine off Premises [NC GS 105-113.77]	$ 10
Wholesale Dealer – Beer Only [NC GS 105-113.79]	$ 37.50
Wholesale Dealer – Wine Only [NC GS 105-113.79]	$ 37.50
Wholesale – Beer and Wine Under Same License [NC GS 105-113.79]	$ 62.50

Golf Cart Fees:

Golf Cart Fees:	**Cost**
Yearly registration fee	$100
Transfer of registration to new golf cart replacing an older currently- registered golf cart held by the same owner.	$ 20
Lost and/or stolen decal fee	$ 20

Town of Wendell Code of Ordinances; Sec. 24-155

Vehicle License Tax:

	Cost
Vehicle License Tax	$ 20

Town of Wendell Code of Ordinances; Sec 24-131

Street Closing Fee:

	Cost
Minor Street Closing Application* [Non-refundable **and** payable upon submission of application]	$ 15
Cones and/or barricades per event**	$ 25

Does not apply to Town sponsored or co-sponsored events.
*Does not apply to NCDOT maintained roads
**Must be paid prior to scheduling delivery

Reservation of Board Room:

	Cost
Reservation of Board Room [after 5 p.m.]	$ 35 per hour

Town of Wendell Code of Ordinances; Sec 2-334; Policy 106

Town of Wendell
Parks & Recreation Fee Schedule: O-08-2019

Mission

The Wendell Parks and Recreation Department strives to be a leader in Eastern Wake County by offering high quality recreational, cultural and leisure opportunities that will promote positive development and growth for Wendell citizens and visitors alike. It is our mission to provide open space facilities that will meet the needs of parks and recreation, preserve our natural resources and protect the historical integrity of our community for generations to come.

Wendell Resident is defined as a person who lives within the Wendell Corporate Limits.

Visitor is defined as anyone who resides outside the Wendell Corporate Limits.

Open Space is defined as open land that is undeveloped (has no buildings or other built structures) and is accessible to the public.

Wendell Community Center, 601 West Third Street

Regular Business Hours
7 a.m. to 9 p.m. - Monday through Thursday
7 a.m. to 5 p.m. – Friday

Registration Fees:

Activity	Wendell Resident	Visitor
Youth T-ball/Girls Volleyball	$25	$45
Tiny Basketball	$30	$30
Youth Athletics	$50	$70
Track –Out Camp	$30 per day	$30 per day
Adult Church Softball	$500 per team	$500 per team
Adult Co-Ed Softball	$400 per team	$400 per team
Adult Basketball (25 and older)	$450 per team	$450 per team
Adult Co-Ed Volleyball	$300 per team	$300 per team
Adult Beach Volleyball	$100 per team	$100 per team
Adult Fast Pitch Softball	$450 per team	$450 per team
Soccer	$60 – 3 to 6, $80 – 7 to 10	$60 – 3 to 6, $80 – 7 to 10
Wiffleball	$25 per person	$25 per person
Kickball	$25 per person	$25 per person
Community Garden	$15 per person	$15 per person
Weight Room	$10 per person	$10 per person
CPR/First Aid/Babysitting Classes	$25/$25/$35 or $60 for all 3	$25/$25/$35 or $60 for all 3

Facility Rental Fees

Athletic Fields (Non-Tournament)

Activity	Cost
Deposit	**$30 and non-refundable**
Field Use	$30 per hour
Parks & Recreation Staff	$35 per hour
Lining (baseball/softball)	$50 per event
Lining (soccer)	$75 per event
Lights (baseball/softball/multi-purpose field)	$30 per hour
Mowing	$30 per event
Cross Country / Open Space	$30 per hour (2 hour minimum)

Athletic Fields (Tournament)

Activity	Cost
Deposit	**$50 and non-refundable**
Field Use	$200 per field per day (includes lights)
Field #3	$100 per day (no lights)
Disc Golf Course Tournaments	$100, Monday – Friday (no lights)
Staff	$250 per day
Field Dry Mix	$10 per bag

Outdoor Rental

Activity	Cost
Large Shelter - Deposit	**$20 and non-refundable**
Large Shelter - Rental	$20 per hour
Small Shelter - Deposit	**$15 and non-refundable**
Small Shelter – Rental	$15 per hour
Beach Volleyball – Rental	$10 per hour

Community Center

Activity	Wendell Resident	Wendell Resident – After Hours	Visitor	Visitor – After Hours
Deposit	Equal to one hour Wendell Resident rate			
Conference Room				
Activity Room A	$15 per hour	$35 per hour	$40 per hour	$60 per hour
Activity Room B	$25 per hour	$45 per hour	$50 per hour	$70 per hour
Gym (and Stage)	$65 per hour	$85 per hour	$80 per hour	$100 per hour
Youth Birthday Party (12 years and younger	$120 (2 hours)	n/a	$140 (2 hours)	n/a
Entire Facility – First four hours	$125 per hour	n/a	$150 per hour	n/a
Entire Facility – After initial four hours	$175 per hour	n/a	$200 per hour	n/a
+Entire Facility – First four hours **HOLIDAY RATE**	n/a	$175 per hour	n/a	$200 per hour
+Entire Facility – After initial four hours **HOLIDAY RATE**	n/a	$225 per hour	n/a	$250 per hour
Entire Facility **and** Serving Alcohol – 3 p.m. to 12 a.m.	$2,500* Flat fee includes: parks and recreation staff, police officers, security, insurance, dumpster and clean-up fees.		$3,000* Flat fee includes: parks and recreation staff, police officers, security, insurance, dumpster and clean-up fees.	
Set-up and/or break down	n/a	$20 per hour	n/a	$20 per hour
Dumpster Fee	$125			
Insurance Fees	$200; waived if certificate of liability is provided to Parks & Recreation staff.			
Port-o-John Rental	Event coordinator to contact rental facility. Event coordinator to provide information to Parks & Recreation staff.			

+**Holidays** are defined as those recognized by the Town of Wendell. No event shall be schedule during the recognized Town holidays of Thanksgiving and Christmas.

* Fee schedule is subject to change upon approval by the Wendell Town Board of Commissioners. Actual cost for the use of the entire facility will be based upon the date of the event. If the increased cost is more than the renter is willing to pay, a refund will be made and the reservation cancelled.

Facility Cleaning Rate (Gym and/or Entire Facility)

Number of Participants	Wendell Resident	Visitor
Up to 100 (**no** alcohol)	$125	$125
101 or more persons	$250	$250
Event serving alcohol	$250	$250

Facility Staffing

Expected Participants	Less than 250	250-500
No Alcohol	1 P&R supervisor	1 police officer & 2 P&R supervisors
~With Alcohol	1 police officer & 1 P&R supervisor	2 police officers & 2 P&R supervisors

~Code of Ordinance Section 14-21; Parks and Recreation Policies and Procedures

Downtown Wendell, Ashley Square, and/or Woman's Club

Space for special event request is reserved upon receipt of non-refundable special event fee. The full balance must be paid and all permits turned in 30 days prior to the event.

Fee Description	Wendell Resident	Visitor
J. Ashley Wall Town Square – Deposit	**$75 and non-refundable**	
J. Ashley Wall Town Square – Rental	$75 (first 4 hours)	
J. Ashley Wall Town Square – After initial four hours	$25 per hour for each hour after initial four hours	
J. Ashley Wall Town Square - Water Fee	$20	
J. Ashley Wall Town Square – Electric Fee	$20	
*Temporary sign permit fees for up to 6 signs	$10; Issued by Wendell Planning Department	
*Wake County Building Permit	Determined by Wake County Inspections	
*Insurance Fees	Determined by Individual Carrier	
*Port-o-John Rental	Event coordinator to contact rental facility. Event coordinator to provide information to Parks & Recreation staff.	

*Event coordinator will need to contact the Town, County, or business that provides service.

Special Events Staffing

The Town of Wendell will determine the minimum staffing levels for each event.

Staffing Fees	
Parks & Recreation staff	$35 per hour
Police officer / Security	$35 per hour
Public Works staff	$35 per hour

Town of Wendell
Planning / Development Fee Schedule: O-08-2019

Effective July 1, 2019: All fees are to be remitted prior to processing and/or action being taken by the Town on behalf of the applicant. Fee schedule is subject to change upon approval by the Wendell Town Board of Commissioners.

Building Permit and Inspections Fee Schedule is subject to change based on fees established by the Wake County Board of Commissioners.

Development Infrastructure Fee Schedule is subject to change based on fees set by the City of Raleigh and Duke Energy.

Development Infrastructure Submittal Fees

Duke Energy Underground Service Charge
See separate Duke Energy Fee Schedule available in the Wendell Planning Dept.

Wireless Communication Fees	
Collocations/Modifications	$1,000 plus 3rd party fee
New Structure	$2,500 plus 3rd party fee
Project Requiring Special Use (plus 3rd party fee)	$2,500 plus 3rd party fee and Special Use fee

Residential Solid Waste and Recycling	
Solid Waste Fees* (*Chapter 18, Town Code of Ordinances*)	$22 per month *Shown on Raleigh Utility Bill

City of Raleigh
Residential: Water, Sewer and Other System Fees
See separate City of Raleigh Fee Schedule available in the Wendell Planning Dept.
Commercial:
See separate City of Raleigh Fee Schedule available in the Wendell Planning Dept.

Development Submittal Fees

Residential Building Permit Processing	
New Dwelling/Addition/Renovation	$100
Detached Garage/Secondary Dwelling/Pool	$100
Unheated Storage Building/Unenclosed Deck/Stairs/Ramp	$0
Commercial Building Permit Processing:	
New Structure/Addition/Renovation	$100
Administration - Other	
Demolition Permit Processing Fee	$25
Trade Permit Processing Fee	$20
Contractor Change Form Fee	$60 or up to max of $180 per occurrence
Zoning Compliance Permits	
Residential Compliance	$25
Accessory Structure / Deck	$25
Residential New Structure	$100
Multi-Family New Structure	$100
Commercial Zoning Compliance Only	$50
Commercial Addition or Renovation	$50
Commercial New Structure	$250
Signage	
Window / Sign Face Replace	No Charge
Wall Awning Sign	$ 30
Monument Sign	$ 50
Two or more of any type	$ 60
Temporary Signs (for profit only)	$ 20
Zoning Related Hearing Items	
Annexation	$350
Zoning Text Amendment	$550
Special Use Request Application	$550
Variance Application	$550
Zoning Map Amendment / Conditional District Request	$550
Rezoning Application	$550
Appeal of Zoning Administrator or Board of Adjustment	$300
Plan Review	
Sketch Plan	$150
Preliminary Plat – Minor Subdivision / Recombination:	$150
Preliminary Plat – Major Subdivision / Master Plan	$400 (plus $5/lot)
Commercial Site Plan / Preliminary Plat	$400
Final Plat – Major Subdivision	$200 (plus $5/lot)
Re-submittal fees – (beginning with 3rd submittal)	½ original submittal fee

Cemetery	
In-Town Applicant	$1,200
Out-of-Town Applicant	$2,400
Monument Deposit*	$600 *refundable fee
Printed Maps / Document	
Comprehensive Master Plan – 8.5 x 11 size (B & W)	$20 (bound)
Unified Development Ordinance – 8.5 x 11 size (B & W)	$60 (bound)
Zoning Map or Future Development Map – 24 x 36 size (color)	$25
Printed Customized Map – 24 x 36 size	$25 (+ additional customization administrative fee)
Printed Customized Map/Document – 36 x 48 size or larger	$30 (+ additional customization administrative fee)
Other Documents and Plans (3-ring)	$ 40
Printing 8.5 x 11 (B & W)	$0.20 per page (Min. 3 copies)
Printing 8.5 x 11 (color)	$0.40 per page (Min. 3 copies)
Printing 11 x 17 (B & W)	$0.50 per page (Min. 2 copies)
Printing 11 x 17 (color)	$1 per page (Min. 2 copies)
Miscellaneous Fees	
Zoning Penalty/Working Without A Permit	$100 per day
Engineering Fees (*Prepaid at time of application submittal*)	$1,000
Development Agreement (new or amendment)	$400
Water/Sewer Capacity Reservation Fee	Paid for when/if vested rights are extended
Solid Waste Fees*	$22 per month *Shown on Raleigh Utility Bill
Sidewalk and/or Driveway Inspection *[A re-inspection fee is charged for each extra trip (beyond 2 total trips for sidewalks and/or Driveways combined) necessary to approve a required inspection.* Must be paid prior to scheduling a re-inspection.]	• Initial and first re-inspection – $60 Second and subsequent re-inspections - $60 each
Storm Drainage Inspection – If performed by Town Charged to the developer *[A re-inspection fee is charged for each extra trip necessary to approve a required inspection.* Must be paid prior to scheduling a re-inspection.]	• $1 per linear foot. Re-inspections shall be charged $1 per linear foot for the affected area.

Town of Wendell	
Fee in Lieu of Installation	
Sidewalk Fee in Lieu	$25 per linear foot
Open Space Fee in Lieu for Multi-family (excluding Townhome)	$2500 per unit
All other Fee in Lieu requests must submit cost estimates of required improvements for review.	

Duly adopted this 28 day of May 2019, while in regular session.

TOWN OF WENDELL INCORPORATED 1903 NORTH CAROLINA

Virginia R. Gray,
Mayor

ATTEST:

Megan Howard
Town Clerk

James P. Cauley III
Town Attorney