

CITY OF SUFFOLK
 FEE SCHEDULE
 FISCAL YEAR 2017-2018

Fees	Fiscal Year 2016-2017	Fiscal Year 2017-2018
AIRPORT		
Multi Engine T-Hanger (monthly)*	299.00	319.00
Single Engine T-Hanger (monthly)*	229.00	249.00
Large T-Hanger Storage Room (monthly)*	89.00	95.00
Small T-Hanger Storage Room (monthly)*	69.00	75.00
Overnight T-Hanger	35.00	35.00
Overnight Tie Down (waived with fuel fill up)	10.00	10.00
Monthly Single Engine Tie Down*	25.00	25.00
Monthly Multi Engine Tie Down*	25.00	25.00
Jet Starter Service (per hour)	25.00	25.00
Service After Normal Business Hours (call in)*	100.00	100.00
Airport Use Fees	250.00/Day	250.00/Day
Mark-up on Fuel Sales **	Average for all prices 35% (projected)	Average for all prices 35% (projected)
Tow Tug	35.00	35.00
<i>* Prices consistent with neighboring airports.</i>		
<i>** This amount fluctuates depending on our competition</i>		
ASSESSOR		
Copies (KB System)	1.00	.25 black & white; .45 color per copy
Custom query, tape, CD-ROM (material plus programmers time) (per minute)	Cost	Cost
Land Use Revalidation Fee	50.00	50.00
Land Use Application	50.00	50.00
Land Use Application Late Fee	100.00	100.00
Rehabilitated Structure Application Fee	50.00	50.00
CLERK OF THE CIRCUIT COURT		
Commonwealth's Attorney (misdemeanor)	7.50	7.50
Commonwealth's Attorney (felony)	20.00	20.00
Sheriff's Service	12.00	12.00
Transfer of Real Estate (per parcel)	1.00	1.00
City Grantee	1/3 of state	1/3 of state
City Wills and Administration	1/3 of state	1/3 of state
Law Library	4.00	4.00
Grantor (per \$500.00 value)	0.25	0.25
Courthouse Maintenance	2.00	2.00
Jail Admission Fee	25.00	25.00
Courthouse Security Fee	10.00	10.00
Blood Test/DNA	15.00	15.00
Local Interest	varies	varies
Local Fines	varies	varies
Local Jury Fees	\$30/day/juror	\$30/day/juror
Court Appointed Attorney Fees	varies	varies
Miscellaneous - Local Cost (CWP)	35.00	35.00
Electronic Summons Criminal or Traffic Case	5.00	5.00
List of Heirs or Affidavit	25.00	25.00
Local Health Care Fund	25.00	25.00
Transfer/entry fee-Real Estate - Deeds of Partition	1.75	1.75
COURT SERVICES UNIT		
Parental contribution toward cost of local group home placement	1/2 of child support guidelines amount	1/2 of child support guidelines amount
FIFTH JUDICIAL DISTRICT COMMUNITY CORRECTIONS PROGRAM		
Offenders referred from a court in the Fifth District (Suffolk, Franklin, Isle of Wight, and Southampton)	100.00	100.00
Offenders referred from a court within the Fifth District and can provide documentation showing SSI disability or welfare benefits	25.00	25.00
Offenders transferred out to a CCP in another jurisdiction	25.00	25.00
Offenders transferred into the Fifth District from a CCP in another jurisdiction	100.00	100.00
FINANCE		
Child Support Processing Fees	\$5.00/per Child Support Order (per pay)	\$5.00/per Child Support Order (per pay)
Spousal Support Order Fees	0.00	\$5.00/per Support Order (per pay)
Garnishment Processing Fees	\$5.00/per Garnishment Order (per pay)	\$10.00 one time fee per summons
Payroll Paycard Replacment Fee	0.00	\$3.50 per card for replacement
Payroll History Report/Check Reprint Processing Fees	\$5.00 per request	\$5.00 per request
W-2 Re-issuance Processing Fees	\$5.00 per request	\$5.00 per request
Miscellaneous Bills	One time penalty of 10% up to 10.00	One time penalty of 10% up to 10.00
Miscellaneous Bills	Annual interest of 10%	Annual interest of 10%

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Fees	Fiscal Year 2016-2017	Fiscal Year 2017-2018
FIRE & RESCUE		
Fire Prevention Bureau		
Plan Review		
Fire sprinkler system new < 10 w/calcs, or alterations < 10 existing sprinkler heads not located in the most remote area involving new hydraulic calculations	50.00	50.00
5 foot stub-out for fire protection systems submitted separately from complete fire sprinkler or fire main	50.00	50.00
Fire alarm system alterations where the submittal does not require battery calculations, or the removal of any or all components of non-required system	50.00	50.00
Kitchen hood fire suppression systems installation / alteration	50.00	50.00
Fire sprinkler system new installation 11-20 w/calcs, alterations of 11-20 existing sprinkler heads not located in the most remote area involving new hydraulic calculations or removal of any sprinkler heads	100.00	100.00
FM 200 clean agent system installation or alteration	100.00	100.00
Fire alarm new installations or alterations that involve ≤ 5 devices, that require battery calculations	100.00	100.00
Spray paint booth installation / alteration	100.00	100.00
Fire sprinkler systems installation or alteration that involve ≥ 21 sprinkler heads	200.00	200.00
Fire alarm systems new installations or alterations ≥ 6 devices, that require battery calculations	200.00	200.00
On-Site Inspection		
Hazardous Materials Resonse	Responsible Party Billed	Responsible Party Billed
Relocation of up to 20 sprinkler heads	50.00	50.00
Hood/Extinguishing Systems	50.00	50.00
Re-Inspection Fee - All systems failing initial testing shall be charged a re-testing fee. This fee shall include all "no-shows" or cancellations without a 24 hour notice	50.00	50.00
Permits		
Fireworks Permit	150.00	150.00
Tent Permit	50.00	50.00
Above/below ground hazmat storage tanks installation ≤ 499 gallons capacity	50.00 (each additional tank 25.00)	50.00 (each additional tank 25.00)
Private hydrant/water line	75.00	75.00
Above/below ground hazmat storage tanks installation 500-2000 gallons capacity, removal of tanks or fill in place any capacity or storage/dispensing system	100.00	100.00
Above/below ground hazmat storage tank installation ≥ 2,001 gallons capacity or hazmat storage/dispensing systems	200.00	200.00
Reports		
Incident or Computer Generated Reports-Residents	No Charge	No Charge
Incident or Computer Generated Reports-Commercial	6.00	6.00
General		
Special inspection fee, after hours, weekends, holidays	40.00 per hour/per person	40.00 per hour/per person
Special event stand-by	25.00 per hour/per person	25.00 per hour/per person
Burn Permit (Requirements must be met)		
Residential	No Charge	No Charge
Commercial	75.00	75.00
Alarm Registration	25.00 per year	25.00 per year
False Alarms (within 180 days)		
First False Alarm	No Charge unless malicious act	No Charge unless malicious act
Second False Alarm	50.00	50.00
Third False Alarm	100.00	100.00
Additional False Alarms	200.00	200.00
Emergency Medical Services		
Basic Life Support (BLS)	400.00	400.00
Advanced Life Support Level I (ALS I)	650.00	650.00
Advanced Life Support Level II (ALS II)	800.00	800.00
Loaded Patient Mileage (LPM)	10.00 per mile	10.00 per mile

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Fees	Fiscal Year 2016-2017	Fiscal Year 2017-2018
Apparatus Use Fee		
Ambulance	30.00 per hour	30.00 per hour
Command Unit	30.00 per hour	30.00 per hour
Brush Truck	30.00 per hour	30.00 per hour
Tanker	75.00 per hour	75.00 per hour
Engine	75.00 per hour	75.00 per hour
Ladder	125.00 per hour	125.00 per hour
Rescue	125.00 per hour	125.00 per hour
Rehab	50.00 per hour, plus supplies used	50.00 per hour, plus supplies used
Emergency Communication Unit	75.00 per hour	75.00 per hour
Personnel		
Firefighter	25.00 per hour/per person	25.00 per hour/per person
Firefighter/Medic	30.00 per hour/per person	30.00 per hour/per person
Officers (Captains and Lieutenants)	35.00 per hour/per person	35.00 per hour/per person
Command Chiefs	45.00 per hour/per person	45.00 per hour/per person
GENERAL		
Annual Operating Budget	Cost for reproducing	Cost for reproducing
Capital Improvement Budget and Plan	Cost for reproducing	Cost for reproducing
Comprehensive Annual Financial Report	Cost for reproducing	Cost for reproducing
Copies (photo) (black and white) (each)	0.25	0.25
Copies (photo) (color) (each)	0.45	0.45
Printed Materials	Cost	Cost
Vehicle License Fees-Vehicles under 4,000 pounds	26.00	26.00
Vehicle License Fees-Vehicles 4001-10,000 pounds	30.00	30.00
Vehicle License Fees-Vehicles 10,001-25,000 pounds	35.00	35.00
Vehicle License Fees-Vehicles 25,001-40,000 pounds	60.00	60.00
Vehicle License Fees-Vehicles 40,001-55,000 pounds	80.00	80.00
Vehicle License Fees-Vehicles 55,001-70,000 pounds	125.00	125.00
Vehicle License Fees-Vehicles 70,001-99,999 pounds	150.00	150.00
Motorcycle License Fees-Motorcycles 0-99,999 pounds	24.00	24.00
Trailer License Fees-Trailers 0-10,000 pounds	6.00	6.00
Trailer License Fees-Trailers 10,001-99,999 pounds	22.00	22.00
GENERAL DISTRICT COURT		
Fines & Forfeitures	varies	varies
Sheriff's Fees	12.00	12.00
Court Appointed Attorneys	120.00	120.00
Electronic Summons Criminal or Traffic Case	5.00	5.00
Court House Maintenance Fees	10.00	10.00
Jail Admission Fee	25.00	25.00
GEOGRAPHIC INFORMATION SYSTEM		
Digital Map Data		
Topographic Data (File Set)	\$500.00/set or \$100/per layer	\$500.00/set or \$100/per layer
Orthophotography (Single Image)	\$7851.00 (High Resolution)/\$3821 (DTM)	\$7851.00 (High Resolution)/\$3821 (DTM)
Base Map (File Set)	\$500.00/set or \$100/per layer	\$500.00/set or \$100/per layer
Planimetrics (File Set)	\$500.00/set or \$100/per layer	\$500.00/set or \$100/per layer
Zoning (File Set)	\$500.00/set or \$100/per layer	\$500.00/set or \$100/per layer
8.5" x 11" (ANSI A)	\$3.00	\$3.00
11" x 17" (ANSI B)	\$5.00	\$5.00
17" x 22" (ANSI C)	\$10.00	\$10.00
22" x 34" (ANSI D)	\$10.00	\$10.00
24" x 48" or 24" x 60"	\$12.00	\$12.00
34" x 44" (ANSI E)	\$15.00	\$15.00
36" x 60" or 36" x 72"	\$15.00	\$15.00
Entire City Basemap	\$25.00	\$25.00
Entire City Aerial Image	\$50.00	\$50.00
Specialized Map Services		
Special Map Production Services (Per Hour)	65.00	65.00
Specialized Data Analysis Services (Per Hour)	65.00	65.00
Individual Orthophotography Tiles		
1-5 tiles	100.00/tile	100.00/tile
6 - 10 tiles	50.00/tile	50.00/tile
HUMAN RESOURCES		
COBRA administration	2% of monthly premium	2% of monthly premium

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Fees	Fiscal Year 2016-2017	Fiscal Year 2017-2018
JUVENILE AND DOMESTIC RELATIONS COURT		
Fines and Forfeitures	Varies	Varies
Sheriff's Fees	12.00	12.00
Court Appointed Attorney	120.00	120.00
Courthouse Maintenance	2.00	2.00
Local Interest	Varies	Varies
Jail Admission Fee	25.00	25.00
Courthouse Security Fee	10.00	10.00
LIBRARY		
Printer and Photocopier-Black and White (per sheet)	0.20	0.20
Printer and Photocopier-Color (per sheet)	0.40	0.40
Lost Card	2.00	0.00
Lost Book/Materials	Cost of Book/Material	Cost of Book/Material
Lost/Damaged Barcode, RFID Tag, Case, Cover, Artwork or Spine Label	5.00	5.00
Lost Tape or CD	Cost of Replacement Tape or CD	Cost of Replacement Tape or CD
PARKS AND RECREATION		
Athletic Registration Fees		
Adult Flag Football - Spring & Fall Leagues	320.00	320.00
Adult Kickball	220.00	220.00
Adult Volleyball	200.00	200.00
Adult Softball League		
Men's Division	350.00	350.00
Women's Division	300.00	300.00
Adult Basketball League (per team)	320.00	320.00
Late Fee	15.00	15.00
Youth Basketball (per participant) Novice-Junior	60.00	60.00
Lil' Dribblers	40.00	40.00
Youth Cheerleading	60.00	60.00
Youth Soccer (per participant) Novice-Junior	60.00	60.00
Tiny Kickz	40.00	40.00
Ball Fields (Tournaments)		
Rental of Ball fields with Lights (half day)	60.00	60.00
Rental of Ball fields with Lights (full day)	115.00	115.00
Rental of Ball fields without Lights (half day)	40.00	40.00
Rental of Ball fields without Lights (full day)	65.00	65.00
Facilities and Parks		
Bennett's Creek Park		
Picnic Shelter		
Full Day	75.00	75.00
Wedding (up to 4 hours)	0.00	20.00 per hour
Stage	300.00 per day	300.00 per day
Constant's Wharf Park and Marina		
Compass Rose/Boardwalk (Weddings Only) Deposit	150.00	150.00
Compass Rose/Boardwalk (Weddings Only) Per Hour	150.00	150.00
Marina Slips		
Daily Rate with Electricity		
0-24 Feet	25.00	25.00
25-34 Feet	35.00	35.00
35-44 Feet	45.00	45.00
45-54 Feet	55.00	55.00
Monthly Rate with Electricity		
0-24 Feet	120.00	120.00
25-34 Feet	140.00	140.00
35-44 Feet	160.00	160.00
45-54 Feet	180.00	180.00
Daily Rate without Electricity		
0-24 Feet	100.00	100.00
25-34 Feet	120.00	120.00
35-44 Feet	140.00	140.00
45-54 Feet	160.00	160.00
Monthly Rate without Electricity		
0-24 Feet	100.00	100.00
25-34 Feet	120.00	120.00
35-44 Feet	140.00	140.00
45-54 Feet	160.00	160.00

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Fees	Fiscal Year 2016-2017	Fiscal Year 2017-2018
Lake Kennedy Park Shelter	75.00	75.00
Cypress Park Shelter	75.00	75.00
Cypress Park Pool (Rental)		
Deposit	150.00	150.00
2-hour rental	35.00 per hour	35.00 per hour
Group Swim	35.00 per hour	35.00 per hour
Recreation Centers		
Birthday Parties		
1 to 25 Patrons	35.00 per hour/ 2 hour max	35.00 per hour/ 2 hour max
26 to 50 Patrons	50.00 per hour/ 2 hour max	50.00 per hour/ 2 hour max
51 to 100 Patrons	100.00 per hour/ 2 hour max	100.00 per hour/ 2 hour max
Recreation Center Membership		
Membership Fees		
Youth (7-17 years) - Per Year	10.00	10.00
Adults (18 and older) - Per Year	20.00	20.00
Seniors (55 and older) - Per Year	5.00	5.00
Visitor Pass	5.00	5.00
Replacement Card	3.00	3.00
Fitness Room (must have membership ID) - Per Month		
Fitness Room (Seniors) - Per Month	5.00	5.00
Fitness Room (Adults -18 & up) - Per Month	10.00	10.00
Fitness Room (Teens-16 & 17 Yrs Old) - Per Month	7.00	7.00
Non-Membership Fee	N/A	N/A
Unless Otherwise Noted, Non Resident Fees	25% above resident fees	25% above resident fees
Recreation Center Rentals		
Application Processing Fee: East Suffolk & Whaleyville - Non Refundable	0.00	25.00
Gymnasium: Must be out by 8p (minimum 4 hour rental)		
Non-commercial Events		
Hourly Rate	65.00/hr	65.00/hr
Non resident rate	81.25/hr	81.25/hr
Commercial Events (w/fee or admission)		
Hourly Rate	75.00/hr	75.00/hr
Non resident rate	93.75/hr	93.75/hr
Deposit on All Rentals	150.00	150.00
Late Fee (per 15 minutes) for not vacating rental on time	25.00 per 15 minutes	25.00 per 15 minutes
Multipurpose Room		
Resident hourly rental rate (minimum 2 hour rental)	25.00 per hour	25.00 per hour
Non-resident hourly rental rate(min 2 hour rental)	35.00 per hour	35.00 per hour
Conference Room		
Resident hourly rental rate (minimum 2 hour rental)	25.00 per hour	25.00 per hour
Non-resident hourly rental rate(min 2 hour rental)	35.00 per hour	35.00 per hour
Lake Meade Park and Tennis Complex		
Picnic Shelter		
Full day	75.00	75.00
Tennis Ball Machine	10.00 per hour	10.00 per hour
Dog Park Membership (Annual Membership)	10.00	10.00
Lone Star Lakes Park		
Wedding (up to 4 hours)	0.00	20.00 per hour
Canoe Rentals (maximum of 6 canoes available)	25.00 per canoe	25.00 per canoe
Special Event Application Fee		
Non-Profit/For-Profit	50.00	50.00
Planters Club		
Rental Period: 8:00 a.m. to Midnight		
Deposit	150.00	150.00
Application Processing Fee	0.00	25.00
Setup Fees	0.00	50.00 per hour (2 hour min/4 hour max)
Resident hourly rental rate (minimum 4-hour rental) Mon - Thurs	125.00 per hour/ Res.	125.00 per hour/ Res.
Non-resident hourly rental rate (minimum 4-hour rental) Mon - Thurs	200.00 per hour/ Non Res.	200.00 per hour/ Non Res.
Resident hourly rental rate (minimum 4-hour rental) Fri - Sun	225.00 per hour/ Res.	225.00 per hour/ Res.
Non-resident hourly rental rate (minimum 4 hour rental) Fri - Sun	300.00 per hour/ Non Res.	300.00 per hour/ Non Res.
Late Fee (per 15 minutes) for not vacating rental on time	25.00 per 15 minutes	25.00 per 15 minutes
Suffolk Art Gallery		
Deposit	150.00	150.00
Late fee per 15 mins. for not vacating on time	25.00 per 15 minutes	25.00 per 15 minutes
Non-Commercial events		
Hourly Rate	25.00/hr	25.00/hr
Commercial events		
Hourly Rate	35.00/hr	35.00/hr
Sleepy Hole Park		
Picnic Shelter #1-8 & 10-12 Full Day	75.00	75.00
Picnic Shelter #9 Full Day	125.00	125.00
Wedding (up to 4 hours)	0.00	20.00 per hour
Picnic Pack	25.00	

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Whaleville Annex		
Application Processing Fee: East Suffolk & Whaleville - Non Refundable	0.00	25.00
Deposit	150.00	150.00
Resident hourly rental rate (minimum 4-hour rental) Includes Kitchen and use of Ice Machine	50.00 per hour/Res	50.00 per hour/Res
Non-resident hourly rental rate (minimum 4-hour rental)	62.50/hour/Non Res	62.50/hour/Non Res
Late Fee (per 15 minutes) for not vacating rental on time	25.00 per 15 minutes	25.00 per 15 minutes
Custodial Fees (all rental facilities)	10.50 to 16.00 per hour	10.50 to 16.00 per hour
Security Services (Suffolk Police Officers)	30.00 per hour per officer	30.00 per hour per officer
Fee Based Activities	As noted in Leisure Guide	As noted in Leisure Guide
Maintenance		
Equipment		
Mobile Bleachers - Per Day	200.00	200.00
Stage - Portable	500.00/per day	500.00/per day
Tents - Per Day		
10 x 10	125.00	125.00
20 x 20	200.00	200.00
Risers - 4' x 8'	50.00 ea. per day (up to 6)	50.00 ea. per day (up to 6)
Steps	25.00 per day	25.00 per day
4 x 8	25.00	N/A
Tables	6.00	6.00
Folding Chairs (each)	1.00	1.00
Unless Otherwise Noted, Non Resident Fees	25% above resident fees	25% above resident fees
Ground Maintenance		
Grave Space - Single Lot	800.00	800.00
Grave Opening		
over 10 years of age - weekdays	850.00	850.00
over 10 years of age - Saturday	1,050.00	1,050.00
over 10 years of age - Sunday/Holiday	1,050.00	1,050.00
age 1-10 - weekdays	260.00	260.00
age 1-10 - Saturday	680.00	680.00
age 1-10 - Sunday/Holiday	860.00	860.00
infant under 1 - weekdays	140.00	140.00
infant under 1 - Saturday	560.00	560.00
infant under 1 - Sunday/Holiday	800.00	800.00
Cremation (urn burial)	400.00	400.00
Scatter Garden - Scattering of Ashes	100.00	100.00
Scatter Garden - Memorial /Plaque Engraving	225.00	225.00
Funeral after 4:00 pm in addition to above cost	100.00	100.00
<i>* Please see Suffolk Parks & Recreation Connection brochure on the City's website for other events and rates at the following link: http://www.suffolkva.us/parks/</i>		
PLANNING AND COMMUNITY DEVELOPMENT		
PLANNING		
Rezoning Requests	800.00 plus 40.00 acre	800.00 plus 40.00 acre
Conditional Rezoning Requests	1,000 plus 40.00 acre	1,000 plus 40.00 acre
Conditional Use Permits	800.00 plus 20.00 acre	800.00 plus 20.00 acre
Comprehensive Plan Amendment	1,000.00	1,000.00
Comprehensive Plan Consistency Review	250.00	250.00
Subdivision Variance Requests	500.00	500.00
Wetlands Board	250.00	250.00
Wetlands Board After the Fact	300.00	300.00
Chesapeake Bay Preservation Area Special Exception Request (Administrative)	50.00	50.00
Chesapeake Bay Preservation Area Special Exception Request (Planning Commission)	250.00	250.00
Historic and Cultural Review - Additions	150.00	150.00
Historic and Cultural Review - New Construction	150.00	150.00
Historic and Cultural Review - Administration	35.00	35.00
Historic and Cultural Review - After the Fact	250.00	250.00
Historic and Cultural Review - Administration After the Fact*	70.00	70.00
Borrow Pit Fees	100.00	100.00
Per cubic yard removed semi-annually	0.23	0.23
Street Name Change Request	325.00	325.00
Street Abandonment	100.00	100.00
Encroachment Permits	100.00	100.00
Minor Subdivision	300.00	300.00
Family Transfer	300.00	300.00

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Fees	Fiscal Year 2016-2017	Fiscal Year 2017-2018
Preliminary Plat Fee (per lot)	50.00 with 300.00 minimum	50.00 with 300.00 minimum
Final Plat Fee (per lot)	30.00 with 200.00 minimum	30.00 with 200.00 minimum
Subdivision Engineering Plan Review	40.00 per lot with 200.00 minimum	40.00 per lot with 200.00 minimum
Subdivision Engineering Plan Review Revisions	150.00	150.00
Subdivision Determination**	90.00	90.00
Site Plan Review (excludes 1 & 2 family dwelling)	600.00	600.00
plus per acre	60.00	60.00
Site Plan Review - additional revisions (per submittal)	150.00	150.00
Site Plan Waiver Request	50.00	50.00
Maps (each) Printed Map Products	5.00	5.00
Maps-Specialized Map Production Services	50.00 Hour	50.00 Hour
Aerial Photographs		
1" = 1000'	0.25	0.25
1" = 1600" Base map set	50.00	50.00
Unified Development Ordinance	Cost	Cost
Comprehensive Plan	60.00	60.00
Geodetic Control Network Book	25.00	25.00
Geodetic Control Network Book - Supplement	10.00	10.00
Wetland Mitigation Fee In-Lieu***	1% over market rate to purchase credits in an approved tidal wetlands bank	1% over market rate to purchase credits in an approved tidal wetlands bank
COMMUNITY DEVELOPMENT		
Minimum	50.00	50.00
State Levy	2.00%	2.00%
Extra Inspection Trips (each)	50.00	50.00
Penalty for Working Without Permits		
Construction Cost		
\$1 - 50,000	250.00	250.00
50,001 - 100,000	500.00	500.00
100,001 - 150,000	1,000.00	1,000.00
150,001 - 250,000	2,000.00	2,000.00
250,001 - 750,000	4,000.00	4,000.00
over 750,000	5,000.00	5,000.00
Electrical Permits (new service, temporary service & service changes)		
Minimum	50.00	50.00
State Levy	2.00%	2.00%
1 - 50 amps		
Single Phase Fee (new)	50.00	50.00
Single Phase Fee (change)	50.00	50.00
Three Phase Fee (new)	50.00	50.00
Three Phase Fee (change)	50.00	50.00
50 - 100 amps		
Single Phase Fee (new)	50.00	50.00
Single Phase Fee (change)	50.00	50.00
Three Phase Fee (new)	70.00	70.00
Three Phase Fee (change)	50.00	50.00
101 - 150 amps		
Single Phase Fee (new)	75.00	75.00
Single Phase Fee (change)	50.00	50.00
Three Phase Fee (new)	105.00	105.00
Three Phase Fee (change)	60.00	60.00
151 - 200 amps		
Single Phase Fee (new)	100.00	100.00
Single Phase Fee (change)	60.00	60.00
Three Phase Fee (new)	140.00	140.00
Three Phase Fee (change)	80.00	80.00
201 - 250 amps		
Single Phase Fee (new)	125.00	125.00
Single Phase Fee (change)	75.00	75.00
Three Phase Fee (new)	175.00	175.00
Three Phase Fee (change)	100.00	100.00
251 - 300 amps		
Single Phase Fee (new)	150.00	150.00
Single Phase Fee (change)	90.00	90.00
Three Phase Fee (new)	210.00	210.00
Three Phase Fee (change)	120.00	120.00
301 - 350 amps		
Single Phase Fee (new)	175.00	175.00
Single Phase Fee (change)	105.00	105.00
Three Phase Fee (new)	245.00	245.00
Three Phase Fee (change)	140.00	140.00

CITY OF SUFFOLK
 FEE SCHEDULE
 FISCAL YEAR 2017-2018

Fees	Fiscal Year 2016-2017	Fiscal Year 2017-2018
351 - 400 amps		
Single Phase Fee (new)	200.00	200.00
Single Phase Fee (change)	120.00	120.00
Three Phase Fee (new)	280.00	280.00
Three Phase Fee (change)	160.00	160.00
401 - 450 amps		
Single Phase Fee (new)	225.00	225.00
Single Phase Fee (change)	135.00	135.00
Three Phase Fee (new)	315.00	315.00
Three Phase Fee (change)	180.00	180.00
451 - 500 amps		
Single Phase Fee (new)	250.00	250.00
Single Phase Fee (change)	150.00	150.00
Three Phase Fee (new)	350.00	350.00
Three Phase Fee (change)	200.00	200.00
501 - 550 amps		
Single Phase Fee (new)	275.00	275.00
Single Phase Fee (change)	165.00	165.00
Three Phase Fee (new)	385.00	385.00
Three Phase Fee (change)	220.00	220.00
551 - 600 amps		
Single Phase Fee (new)	300.00	300.00
Single Phase Fee (change)	180.00	180.00
Three Phase Fee (new)	420.00	420.00
Three Phase Fee (change)	240.00	240.00
601 - 650 amps		
Single Phase Fee (new)	325.00	325.00
Single Phase Fee (change)	195.00	195.00
Three Phase Fee (new)	455.00	455.00
Three Phase Fee (change)	260.00	260.00
651 - 700 amps		
Single Phase Fee (new)	350.00	350.00
Single Phase Fee (change)	210.00	210.00
Three Phase Fee (new)	490.00	490.00
Three Phase Fee (change)	280.00	280.00
701 - 750 amps		
Single Phase Fee (new)	375.00	375.00
Single Phase Fee (change)	225.00	225.00
Three Phase Fee (new)	525.00	525.00
Three Phase Fee (change)	300.00	300.00
751 - 800 amps		
Single Phase Fee (new)	400.00	400.00
Single Phase Fee (change)	240.00	240.00
Three Phase Fee (new)	560.00	560.00
Three Phase Fee (change)	320.00	320.00
801 - 850 amps		
Single Phase Fee (new)	425.00	425.00
Single Phase Fee (change)	255.00	255.00
Three Phase Fee (new)	595.00	595.00
Three Phase Fee (change)	340.00	340.00
851 - 900 amps		
Single Phase Fee (new)	450.00	450.00
Single Phase Fee (change)	270.00	270.00
Three Phase Fee (new)	630.00	630.00
Three Phase Fee (change)	360.00	360.00
901 - 950 amps		
Single Phase Fee (new)	475.00	475.00
Single Phase Fee (change)	285.00	285.00
Three Phase Fee (new)	665.00	665.00
Three Phase Fee (change)	380.00	380.00
951 - 1,000 amps		
Single Phase Fee (new)	500.00	500.00
Single Phase Fee (change)	300.00	300.00
Three Phase Fee (new)	700.00	700.00
Three Phase Fee (change)	400.00	400.00
1,001 - 1,050 amps		
Single Phase Fee (new)	525.00	525.00
Single Phase Fee (change)	315.00	315.00
Three Phase Fee (new)	720.00	720.00
Three Phase Fee (change)	410.00	410.00

CITY OF SUFFOLK
 FEE SCHEDULE
 FISCAL YEAR 2017-2018

Fees	Fiscal Year 2016-2017	Fiscal Year 2017-2018
1,051 - 1,100 amps		
Single Phase Fee (new)	550.00	550.00
Single Phase Fee (change)	330.00	330.00
Three Phase Fee (new)	740.00	740.00
Three Phase Fee (change)	420.00	420.00
1,101 - 1,150 amps		
Single Phase Fee (new)	575.00	575.00
Single Phase Fee (change)	345.00	345.00
Three Phase Fee (new)	760.00	760.00
Three Phase Fee (change)	430.00	430.00
1,151 - 1,200 amps		
Single Phase Fee (new)	600.00	600.00
Single Phase Fee (change)	360.00	360.00
Three Phase Fee (new)	780.00	780.00
Three Phase Fee (change)	440.00	440.00
Over 1,200 amps		
Single Phase Fee (new)	600.00 plus 25 per 50 amps after	600.00 plus 25 per 50 amps after
Single Phase Fee (change)	360 plus 15 per 50 amps after	360 plus 15 per 50 amps after
Three Phase Fee (new)	780.00 plus 20 per 50 amps after	780.00 plus 20 per 50 amps after
Three Phase Fee (change)	440 plus 10 per 50 amps after	440 plus 10 per 50 amps after
Electrical Permits (additions and repairs)		
0 - 30 amps (per circuit)	4.00	4.00
31 - 60	5.00	5.00
61 - 100	7.00	7.00
101 - 200	15.00	15.00
over 200 amps	20.00	20.00
Pool Grounding	55.00	55.00
Repair Wiring, Apparatus, Fixtures	50.00	50.00
Plumbing Permits		
Minimum	50.00	50.00
State Levy	2.00%	2.00%
Each Fixture, Floor Drain, or Trap	7.00	7.00
Each Sewer (sanitary and storm)	7.00	7.00
Each Sewer Replaced or Repaired	35.00	35.00
Each Manhole	7.00	7.00
Each Roof Drain	7.00	7.00
Each Area Drain	7.00	7.00
Each Water Heater	7.00	7.00
Each Water Line (New Residential)	7.00	7.00
Each Water Line (Existing Residential)	35.00	35.00
Each Water Line (Commercial)	100.00	100.00
Each Sewer Line (Commercial)	100.00	100.00
Backflow Preventer	7.00	7.00
Mechanical and Gas Permits		
Minimum	50.00	50.00
State Levy	2.00%	2.00%
New Construction for all mechanical apparatus		
\$0 - 3,000	50.00	50.00
3,001 - 4,000	50.00	50.00
4,001 - 5,000	50.00	50.00
5,001 - 6,000	55.00	55.00
continue at \$6.00/\$1,000 value of fraction thereof		
Replacement, Alterations, Repairs and Additions		
\$0 - 4,000	50.00	50.00
4,001 - 5,000	55.00	55.00
5,001 - 6,000	55.00	55.00
continue at \$6.00/\$1000 value of fraction thereof		
LPG Tanks and Associated Piping		
0 - 2,000 gallons	50.00	50.00
over 2,000	50.00 plus \$4.00/10,000 gallons	50.00 plus \$4.00/10,000 gallons
Flammable Liquid Tanks and Associated Piping		
0 - 50,000 gallons	50.00	50.00
over 50,000	50.00 plus \$6.00/25,000 gallons	50.00 plus \$6.00/25,000 gallons
Fuel Piping Outlet Each	50.00	50.00
Plan Review		
All Structures		
0 - 2,499 square feet	75.00	75.00
2,500 - 5,000	100.00	100.00
5,000 - 10,000	125.00	125.00
10,001 - 30,000	175.00	175.00
30,001 - 50,000	250.00	250.00
50,001 - 100,000	300.00	300.00
Above 100,000	350.00	350.00

CITY OF SUFFOLK
 FEE SCHEDULE
 FISCAL YEAR 2017-2018

Fees	Fiscal Year 2016-2017	Fiscal Year 2017-2018
Moving		
Out of City to In City	525.00	525.00
In City to Out of City	275.00	275.00
Within City	275.00	275.00
Through City	100.00	100.00
Accessory Structures		
0 - 100 square feet	50.00	50.00
101 - 300	50.00	50.00
301 - 600	65.00	65.00
Demolition		
One to Two Family Residences	55.00	55.00
Any Residential Accessory Structure	50.00	50.00
All Other Buildings		
0 - 60,000 square feet	100.00	100.00
over 60,000	\$25/15,000 sq.ft.	\$25/15,000 sq.ft.
Sign Fees		
In Addition to Minimum Permit Fee		
1 - 40	50.00	50.00
41 - 80	55.00	55.00
over 80	65.00	65.00
Elevator Compliance Card	50.00	50.00
Amusement Ride Inspection		
Kiddie Ride	15.00	15.00
Major Ride	25.00	25.00
Spectacular Ride	45.00	45.00
Cross Connection Inspection	50.00	50.00
Private Piers, Greenhouses, and Walls		
\$1 - 2,200	50.00	50.00
over 2,200	\$2.00/\$100 value	\$2.00/\$100 value
Miscellaneous Fees		
Mobile Homes	50.00	50.00
Modular Classroom Units	55.00	55.00
Tents	50.00	50.00
Chimneys	50.00	50.00
Free Standing Fireplaces/Wood Stoves	50.00	50.00
Stationary Fireplaces	50.00	50.00
Temporary Power Release Inspection	60.00	60.00
Temporary Use Permit Fee	35.00	35.00
Swimming Pools		
\$1 - 2,200	50.00	50.00
over 2,200	\$1.00/\$100 value	\$1.00/\$100 value
Certificate of Occupancy		
Residential	50.00	50.00
Commercial	100.00	100.00
Extension of Residential, Commercial and Temp C.O.	50.00	50.00
Temporary	100.00	100.00
Rental	50.00	50.00
Two or More Units (per unit)	30.00	30.00
Reinspection	50.00	50.00
Business License Inspection	100.00	100.00
Board of Building Code Appeal	250.00	250.00
Extension of Permits	75.00	75.00
Tower, Antennas and Like Structures		
\$0 - 4999 value	20.00 per \$1,000	20.00 per \$1,000
5,000 - 19,999	100.00 per \$5,000 plus 10.00 per \$1,000	100.00 per \$5,000 plus 10.00 per \$1,000
20,000 - 99,999	250.00 per \$20,000 plus 5.00 per \$1,000	250.00 per \$20,000 plus 5.00 per \$1,000
over 100,000	625.00 per \$100,000 plus 4.00 per \$1,000	625.00 per \$100,000 plus 4.00 per \$1,000
Building Fees (see attached Schedule A)	Schedule A (attached)	Schedule A (attached)
Zoning Permits (includes Farm Affidavits)	35.00	35.00
Home Occupation Permits (zoning review)	35.00*	35.00*
Health Department Evaluation		
New Construction	100.00	100.00
Updates	50.00	50.00
Board of Zoning Appeals	500.00	500.00
Administrative Variance Request	60.00	60.00
Chesapeake Bay Special Exception Request		
Reviewed by Zoning Administrator	50.00	50.00
If Forwarded to Board of Zoning Appeals	300.00	300.00
Written Determination by Zoning Administrator	90.00	90.00

CITY OF SUFFOLK
 FEE SCHEDULE
 FISCAL YEAR 2017-2018

Fees	Fiscal Year 2016-2017	Fiscal Year 2017-2018
Special Entertainment Permit	\$50.00 plus fees for in-kind services such as Police, Fire, Equipment Rental, etc.	\$50.00 plus fees for in-kind services such as Police, Fire, Equipment Rental, etc.
Junkyard Compliance Inspection (yearly)	100.00	100.00
Unified Development Ordinance	Cost	Cost
Temporary Signs	25.00	25.00
Building Permits:		
Permit Issued No Inspections Completed	75%	75%
Foundation Inspection Completed	50%	50%
Framing & Foundation Inspection Completed	25%	25%
Electrical Permits:		
Permit Issued No Inspections Completed	75%	75%
Rough-in Inspections Completed	50%	50%
Mechanical Permits:		
Permit Issued No Inspections Completed	75%	75%
Rough-in Inspections Completed	50%	50%
Gas Permits:		
Permit Issued No Inspections Completed	75%	75%
Rough-in Inspections Completed	50%	50%
Plumbing Permits		
Permit Issued No Inspections Completed	75%	75%
Rough-in Inspections Completed	50%	50%
<i>* All refunds subject to \$15.00 processing Fee-no refunds will be issued for amounts less than \$15.00</i>		
POLICE		
Annual Alarm Registration	25.00	25.00
Alarm Registration Renewal	10.00	10.00
Alarm Registration Late Fee (after 30 days)	25.00	25.00
Fee to alarm company for failure to provide alarm user list	25.00 per working day until compliance	25.00 per working day until compliance
Reinstatement fee for failure to provide alarm user list	100.00 + 10.00 per registered user	100.00 + 10.00 per registered user
Late fee for registration renewal (after 30 days)	25.00	25.00
Use of Automatic Dialer	100.00	100.00
Audible Alarm Violation	100.00	100.00
Reinstatement Fee for failure to provide ARM	100.00 + 10.00 per registered user	100.00 + 10.00 per registered user
Failure of alarm company to provide customer False Alarm Prevention checklist	50.00	50.00
Failure of alarm company to provide Alarm Installer checklist	50.00	50.00
Failure of alarm company to provide Alarm Dispatch Records request	50.00	50.00
Security Alarm Company <i>Initial</i> Registration*	100.00	100.00
Late fee for Security Alarm Company registration (after 30 days)	25.00	25.00
Security Alarm Company Registration Renewal less than 50 alarm sites in Suffolk*	100.00	100.00
Security Alarm Company Registration Renewal 51+ alarm sites in Suffolk	100.00	100.00
Reinstatement fee for alarm installation/monitoring company	100.00	100.00
General false alarm fee for second response	50.00	50.00
General false alarm fee for third response	100.00	100.00
General false alarm fee for fourth and subsequent response	150.00	150.00
Robbery/panic false alarm for second response	100.00	100.00
Robbery/panic false alarm for third response	150.00	150.00
Robbery/panic false alarm for fourth and all subsequent response	250.00	250.00
Reinstatement fee to alarm user for suspended alarm registration	50.00	50.00
Late fee for failure to pay false alarm fees after 30 days	25.00	25.00
False Alarm fee for non-registered alarm per response	100.00	100.00
Fee to monitoring co. for calling in on suspended/unregistered alarm site	100.00	100.00
Fee to alarm company for making false statement	100.00	100.00
Fee to alarm company for causing false alarm response per response	75.00	75.00
Fee to monitoring company for failure to verify alarm system signal	100.00	100.00
Fee for appeals per request	25.00	25.00
Local Record Check	10.00	10.00
Accident Report	10.00	10.00
Incident Report	10.00	10.00
Fingerprinting	\$10 for first card, and \$5 for additional cards	\$10 for first card, and \$5 for additional cards
Photographs	7.00 or cost whatever is greater	7.00 or cost whatever is greater
Chauffeur's License	20.00	20.00
Solicitation Permit	15.00	15.00
Concealed Weapon Permit	35.00	35.00
Computer Generated Reports	Cost, but not less than 15.00	Cost, but not less than 15.00
Certificate of Public Convenience	\$30.00 plus \$20 for annual inspection or reinspection of each vehicle listed	\$30.00 plus \$20 for annual inspection or reinspection of each vehicle listed

CITY OF SUFFOLK
 FEE SCHEDULE
 FISCAL YEAR 2017-2018

Fees	Fiscal Year 2016-2017	Fiscal Year 2017-2018
	Police Officer/\$30 per hour, minimum 2 hours Supervisor/\$35 per hour, minimum	Police Officer/\$30 per hour, minimum 2 hours Supervisor/\$35 per hour, minimum
Security Services		
Reclaim Fee (Animal Shelter and Management)	15.00 per day	15.00 per day
Adoption - Feline Adoption Spayed or Neutered with Vaccines (Animal Shelter)	75.00	75.00
Adoption - Canine Spayed or Neutered with Vaccines (Animal Shelter)	95.00	95.00
Adoption - Animal other than Feline or Canine (Animal Shelter)	25.00	25.00
Dog License Fee - Spayed or Neutered (Animal Shelter)	5.00	5.00
Dog License Fee - Not Spayed or Neutered (Animal Shelter)	10.00	10.00
Full Scale Accident Diagram	5.00	5.00
Audio Dispatch Tape/CD	15.00	15.00
CAD Report	6.00	6.00
Color Copy	0.50	0.50
Black & White Copy	0.25	0.25
Photographs on CD	15.00	15.00
Video Tape	15.00	15.00
PUBLIC UTILITIES		
Bacteriological Tests (each)	35.00	35.00
Delinquency Fees		
Door tag placement	10.00	10.00
Disconnect/Reconnect of Water Service	25.00	25.00
Meter Removal	50.00	50.00
Finance Charges	1.5 % per month with \$0.50 minimum	1.5 % per month with \$0.50 minimum
Illegal Connect/Reconnection of Water Service	100.00	100.00
Water Conservation Reconnection Fees		
1st Violation	250.00	250.00
Subsequent Violations	500.00	500.00
Water Rate per 100 cubic feet	9.03	9.20
WTWA Wholesale Water Rate (per 100 cubic feet)	4.56	4.55
WTWA Fixed Capacity Charge (per month)	222,995.00	202,454.00
WTWA Meter Service Charge (per month)	200.00	200.00
Water Conservation Service Charge Rate	1.25 x Meter Rate	1.25 x Meter Rate
Water Usage Non Metered (per month - 5 ccf)	44.15	46.00
Meter Service Charge (per month)		
5/8 and 3/4 inch meter	8.40 (Billed at \$0.276 per day per billing cycle)	8.40 (Billed at \$0.276 per day per billing cycle)
1 inch meter	21.05 (Billed at \$0.692 per day per billing cycle)	21.05 (Billed at \$0.692 per day per billing cycle)
1½ inch meter	42.00 (Billed at \$1.381 per day per billing cycle)	42.00 (Billed at \$1.381 per day per billing cycle)
2 inch meter	69.20 (Billed at \$2.275 per day per billing cycle)	69.20 (Billed at \$2.275 per day per billing cycle)
3 inch meter	126.00 (Billed at \$4.142 per day per billing cycle)	126.00 (Billed at \$4.142 per day per billing cycle)
4 inch meter	210.00 (Billed at \$6.904 per day per billing cycle)	210.00 (Billed at \$6.904 per day per billing cycle)
6 inch meter	420.00 (Billed at \$13.808 per day per billing cycle)	420.00 (Billed at \$13.808 per day per billing cycle)
8 inch meter	672.00 (Billed at \$22.093 per day per billing cycle)	672.00 (Billed at \$22.093 per day per billing cycle)
10 inch meter	966.00 (Billed at \$31.759 per day per billing cycle)	966.00 (Billed at \$31.759 per day per billing cycle)
Water Connection Charge (installed by city)		
5/8 inch meter	2,000.00	2,000.00
3/4 inch meter	0.00	0.00
1 inch meter	2,300.00	2,300.00
1½ inch meter	2,600.00	2,600.00
2 inch meter	3,000.00	3,000.00
When the size is above those listed a charge equal to actual cost of installation plus 25%	Actual cost x 1.25	Actual cost x 1.25
Water Connection Charge (installed by developer)	50.00	50.00
Water Availability Charge (residential)		
Single Family	5,520.00	5,520.00
Attached Multi Family (Building with 2 to 4 units) (cost per unit)	4,970.00	4,970.00
Attached Multi Family (Building with 5 to 16 units) (cost per unit)	4,420.00	4,420.00
Attached Multi Family (Building with 17 to 24 units) (cost per unit)	3,865.00	3,865.00
Attached Multi Family (Building 25 + units) (cost per unit)	3,310.00	3,310.00
Mobile Home Park (cost per unit)	3,900.00	3,900.00
Water Availability Charge (commercial)		
5/8 and 3/4 inch meter	5,520.00	5,520.00
1 inch meter	13,520.00	13,520.00
1½ inch meter	26,950.00	26,950.00
2 inch meter	43,120.00	43,120.00
3 inch meter	80,850.00	80,850.00
4 inch meter	134,750.00	134,750.00
6 inch meter	269,500.00	269,500.00
8 inch meter	431,200.00	431,200.00
10 inch meter	619,850.00	619,850.00

CITY OF SUFFOLK
FEE SCHEDULE
FISCAL YEAR 2017-2018

Fees	Fiscal Year 2016-2017	Fiscal Year 2017-2018
Installment Payments		
Down Payment	250.00	250.00
Interest	Equal to prime rate - July 1	Equal to prime rate - July 1
Finance charge	1 1/2 % or \$0.50 minimum per month	1 1/2 % or \$0.50 minimum per month
New Account Setup Charge	10.00	10.00
Fire Hydrant Meter Deposit	300.00	300.00
Fire Hydrant Flow Test Fee/Water Model Evaluation	400.00	400.00
Sewer Collection (per 100 cubic feet)	6.97	7.21
Sewer Usage Not Metered (per month 5 ccf)	34.85	36.05
Sewer Connection Charge (installed by city)		
4 inch lateral size	1,800.00	1,800.00
6 inch lateral size	3,000.00	3,000.00
Greater than 6 inch	actual cost of installation plus 25%	actual cost of installation plus 25%
Sewer Connection Charge (installed by developer)	50.00	50.00
Sewer Availability Charge (residential)		
Single Family	6,000.00	6,000.00
Attached Multi Family (Building with 2 to 4 units), (cost per unit)	5,400.00	5,400.00
Attached Multi Family (Building with 5 to 16 units), (cost per unit)	4,800.00	4,800.00
Attached Multi Family (Building with 17-24 units), (cost per unit)	4,200.00	4,200.00
Attached Multi Family (Building 25+ units), (cost per unit)	3,600.00	3,600.00
Mobil Home Park (cost per unit)	3,900.00	3,900.00
Sewer Availability Charge (commercial)		
5/8 and 3/4 inch meter	6,000.00	6,000.00
1 inch meter	14,800.00	14,800.00
1½ inch meter	29,500.00	29,500.00
2 inch meter	47,100.00	47,100.00
3 inch meter	88,100.00	88,100.00
4 inch meter	146,800.00	146,800.00
6 inch meter	293,400.00	293,400.00
8 inch meter	469,300.00	469,300.00
10 inch meter	674,600.00	674,600.00
Manual of Cross Connection Policies	20.00	20.00
Plan sheet copies 24" x 36" (per sheet)	2.00	2.00
Copies (black and white (each)	0.20	0.20
Copies (color) (each)	0.35*	0.35*
Engineering Review		
Site Plans Review	\$1,500 Base Fee plus \$1.50/lf for every foot of public water & sewer mains beyond the initial 250 if no mains plus pump station review fee	\$1,500 Base Fee plus \$1.50/lf for every foot of public water & sewer mains beyond the initial 250 if no mains plus pump station review fee
Engineering Plans Review	\$2,500 Base Fee plus \$.15/lf for every foot of public water & sewer mains plus pump station review fee	\$2,500 Base Fee plus \$.15/lf for every foot of public water & sewer mains plus pump station review fee
Engineering Plans/Site Plans Amendments	\$500/Submittal	\$500/Submittal
Plats	200.00	200.00
Pump Station Review/Sewer Model Evaluation	\$2,000 per station	\$2,000 per station
Single Family Grinder Pump Review/Inspection	300.00	300.00
Engineering Construction Inspection		
Sanitary Sewer Facilities	\$1.50/LF for every foot of public sewer installed	\$1.50/LF for every foot of public sewer installed
Water Transmission/Distribution Facilities	\$1.50/LF for every foot of public sewer installed	\$1.50/LF for every foot of public sewer installed
Site Plan with Public Utilities	\$1,500 plus \$1.50 for every foot of public water or sewer mains installed	\$1,500 plus \$1.50 for every foot of public water or sewer mains installed
Environmental Incentive - Water		
5/8 and 3/4 inch meter	3,250.00	3,250.00
1 inch meter	8,125.00	8,125.00
1½ inch meter	16,250.00	16,250.00
2 inch meter	26,000.00	26,000.00
3 inch meter	48,750.00	48,750.00
4 inch meter	81,250.00	81,250.00
Environmental Incentive - Sewer		
5/8 and 3/4 inch meter	1,750.00	1,750.00
1 inch meter	4,375.00	4,375.00
1½ inch meter	8,750.00	8,750.00
2 inch meter	14,000.00	14,000.00
3 inch meter	26,250.00	26,250.00
4 inch meter	43,750.00	43,750.00

CITY OF SUFFOLK
 FEE SCHEDULE
 FISCAL YEAR 2017-2018

Fees	Fiscal Year 2016-2017	Fiscal Year 2017-2018
PUBLIC WORKS		
Traffic Engineering Inspection and Plan Review		
Site Plan:	\$1,000/application	\$1,000/application
Engineering Plans:	\$1,500/application	\$1,500/application
Major Final Subdivision Plats:	\$100/plat	\$100/plat
Traffic Engineering Study Fee	\$100/hr	\$100/hr
Traffic Signal Inspection Fee	\$18,000 per location	\$18,000 per location
Inspection Services	\$70/hr	\$70/hr
Golf Cart Study Fee	\$1,600/application	\$1,600/application
Golf Cart Signs (per location)	\$250 per location	\$250 per location
Right-of-Way Encroachment Permit	100.00	125.00
Stormwater and Public Works Engineering		
Storm Water Utility Fee	6.00/mo/ERU	6.00/mo/ERU
Inspection Fee for Engineering Plans	2% of engineers cost estimate plus 2% of E&S bond estimate; \$1,400 minimum	2% of engineers cost estimate plus 2% of E&S bond estimate; \$1,400 minimum
Inspection Fee for Site Plans/E&S Only Plans	\$400/acre;\$1,400 minimum not to exceed \$8,000	\$400/acre;\$1,400 minimum not to exceed \$8,000
Stormwater/E &S plan review		
Site Plan Review Fee	Less than-10,000 sf of disturbance - \$460 10,000-0.5 acre of disturbance -\$835 Greater than 0.5 and up to 1.0 acre of disturbance- \$1585 (Plans with disturbance greater than 1.0 acre shall add \$250/additional acre of disturbance or any portion thereof) The following state fees shall be added accordingly ≥1.0-5.0 acres + \$756 >5.0-10.0 acres + \$952 >10.0-50.0 acres + \$1,260 >50.00-100.00 acres + \$1,708 >100.00 acres + \$2,688 Plan Amendment = \$350	Less than-10,000 sf of disturbance - \$460 10,000-0.5 acre of disturbance -\$835 Greater than 0.5 and up to 1.0 acre of disturbance- \$1585 (Plans with disturbance greater than 1.0 acre shall add \$250/additional acre of disturbance or any portion thereof) The following state fees shall be added accordingly ≥1.0-5.0 acres + \$756 >5.0-10.0 acres + \$952 >10.0-50.0 acres + \$1,260 >50.00-100.00 acres + \$1,708 >100.00 acres + \$2,688 Plan Amendment = \$350
Engineering Plan Review Fee	\$1000 + \$1/lf of roadway The following state fees shall be added accordingly ≥1.0-5.0 acres + \$756 >5.0-10.0 acres + \$952 >10.0-50.0 acres + \$1,260 >50.00-100.00 acres + \$1,708 >100.00 acres + \$2,688 Plan Amendments = \$350	\$1000 + \$1/lf of roadway The following state fees shall be added accordingly ≥1.0-5.0 acres + \$756 >5.0-10.0 acres + \$952 >10.0-50.0 acres + \$1,260 >50.00-100.00 acres + \$1,708 >100.00 acres + \$2,688 Plan Amendments = \$350
Modification or Transfer of General Permit/Registration Statement for Discharges of Stormwater from Construction Activities	Fees shall be paid pursuant to Virginia Administrative Code 9VAC25-870-825	Fees shall be paid pursuant to Virginia Administrative Code 9VAC25-870-825
Annual Maintenance fees for General or Individual Permits for Discharges of Stormwater from Construction Activities	Fees shall be paid pursuant to Virginia Administrative Code 9VAC25-870-830	Fees shall be paid pursuant to Virginia Administrative Code 9VAC25-870-830
Minor Subdivision Plan Review Fee	150.00	150.00
Major Subdivision Maintenance Agreement Review Fee	\$750 per plat	\$750 per plat
Single Family E&S Site Plan Review	290.00	290.00
Stormwater Maintenance Agreement Review Fee	150.00	150.00
Pro Rata Share Fees		
Chowan Watershed	958/acre	958/acre
Great Dismal Watershed	263/acre	263/acre
James River Watershed	632/acre	632/acre
Permits		
Right of Way Permit	100.00	125.00
plus asphalt (per cubic foot)	Cost	Cost
plus concrete (per cubic foot)	Cost	Cost
Driveway Apron (per square foot)	2.50	2.50
Street Name Signs (private - black and yellow)	600.00	600.00
Street Name Signs (public - green and white)	600.00	600.00

CITY OF SUFFOLK
 FEE SCHEDULE
 FISCAL YEAR 2017-2018

Fees	Fiscal Year 2016-2017	Fiscal Year 2017-2018
Permits (continued)		
Special Permits for Oversized and Overweight Vehicles		
Single-Trip Permit	75.00	75.00
Single-Trip House Move Permit	100.00	100.00
Blanket-Term Permit	300.00	300.00
General Engineering Review	at cost	at cost
In-depth Engineering Review	at cost	at cost
Maps - Printed Map Products		
GIS Tax Map (single map)	See Geographic Information System section for map rates	See Geographic Information System section for map rates
Other Map Product (single map)	See Geographic Information System section for map rates	See Geographic Information System section for map rates
Generalized City Base Map (single map)	See Geographic Information System section for map rates	See Geographic Information System section for map rates
Maps - Specialized Map Services		
Special Map Production Services (per hour)	See Geographic Information System section for map rates	See Geographic Information System section for map rates
Specialized Data Analysis Services (per hour)	See Geographic Information System section for map rates	See Geographic Information System section for map rates
Refuse Collection		
Automated Refuse Container	70.00	70.00
*Refuse and Recycling Service	16.50/mo/unit	19.50/mo/unit
Bulk Refuse Service		
1-8 CY bulk collection -after 12 free collections	20.00	47.50
9-16 CY bulk collection	50.00	120.00
Evictions	100.00	170.00
Bulk Refuse Service - Roll Off		
Weekdays	50.00	120.00
Weekends	90.00	170.00
<i>* Does not include commercial refuse collection</i>		
TRANSIT		
Faires-Regular Bus Service (Not Paratransit)		
Adult - One way (No Transfer)	1.50	1.50
Adult - All day (Unlimited Transfer)	3.00	3.00
Adult - Monthly Pass	57.50	57.50
Student (6-18 yrs) - One way (No Transfer)	1.00	1.00
Student (6-18 yrs) - All day (Unlimited Transfer)	2.00	2.00
Student (6-18 yrs) - Monthly Pass	37.50	37.50
Disabled and/or Senior (55+ yrs) - One way (No Transfer)	0.75	0.75
Disabled and/or Senior (55+ yrs) - All day (Unlimited Transfer)	1.50	1.50
Disabled and/or Senior (55+ yrs) - Monthly Pass	27.50	27.50
Fare - Paratransit - One way (Qualified individuals only)	3.00	3.00
TOURISM		
Conference Room (9 am to 5 pm)		
Non-Profit (first two hours)	25.00	25.00
Additional Hours	5.00/hour	5.00/hour
For-Profit (first two hours)	75.00	75.00
Additional Hours	15.00/hour	15.00/hour
Multipurpose Room (6 pm to midnight)		
Deposit (non-refundable)	150.00	150.00
Non-Profit Event	50.00/hour	50.00/hour
For-Profit Event	80.00/hour	80.00/hour
Visitor Center Pavilion		
Deposit (non-refundable)	300.00	300.00
Each additional hour (two hour minimum)	100.00/hour	100.00/hour
Farmer's Market Booth Rental (Pavilion)		
Standard Booth	60.00/season	60.00/season
Expanded Booth	100.00/season	100.00/season
Exterior (Uncovered) Space	40.00/season	40.00/season
One-day Vendor Pass	15.00/one day	15.00/one day
Interpreted Bus Tour Historic District		
Adult	8.00	8.00
Senior (60+) and Child (3 to 12), Military	6.00	6.00
Interpreted Bus Tour Great Dismal Swamp		
Adult	10.00	10.00
Senior (60+) and Child (9 to 12), Military	8.00	8.00
Guided Cedar Hill Cementary Stroll		
Adult	7.00	7.00
Senior (60+) and Child (9 to 12), Military	5.00	5.00

CITY OF SUFFOLK
 FEE SCHEDULE
 FISCAL YEAR 2017-2018

Fees	Fiscal Year 2016-2017	Fiscal Year 2017-2018
Interpreted Canoe Tour	35.00	35.00
Ghost Walk		
Adult	10.00	10.00
Senior (60+) and Child (9 to 12), Military	8.00	8.00
Guided Nature Walks		
Adult	7.00	7.00
Senior (60+); Child (9-12): Military	5.00	5.00
Nansemond River Canoe Tours	35.00	35.00
Fee Based Activities Not Described	Cost	Cost
Visitor Center Display Case - Limit of 4	\$100/quarter when available	\$100/quarter when available
TREASURER		
Return Check	50.00	50.00
Set Off Debt	30.00	30.00
Distress Collection Fee	30.00	30.00
Copy of Delinquent Report	100.00	100.00
Vehicle Withholding Registration Fee	20.00	20.00
Delinquent Tax Collection (prior to judgment)	30.00	30.00
Delinquent Tax Collection (after judgment)	35.00	35.00
Delinquent Personal Property Collection Fee	30.00	0.00
Attorney or Collection Agency Fees	20%	20%
Vehicle License Registration Late Payment Fee	10.00	10.00
Service Fee for Out-of-City processing (per Defendant)	20.00	28.00
For each additional warrant served	12.00	12.00
Roll Back Tax Interest	10%	10%
BALNet Charge Card Convenience Fee	3.0%	3.0%
Charge Card Convenience Fees		
Visa Debit Cards Only	3.95	3.95
Visa Debit Cards; Mastercard Debit or Credit and AMEX		
\$0.01 to \$144.00	3.95	3.95
\$144.01 and higher	2.75% of payment amount	2.75% of payment amount
Sturgis		
Charge Card Convenience Fees	2.2% of payment amount plus .30 transaction fee	2.2% 2.5% of payment amount plus \$.30 transaction fee
E-Check Fee	N/A	\$1.50 per transaction