



**Fee Schedule
Effective 2/17/2026**

ADMINISTRATIVE DEPARTMENT	
COPIES-INCLUDES PUBLIC RECORDS REQUESTS AND PUBLIC COPY REQUESTS	FEE
Regular	\$1.00 per page
Certified (Town Records only - does not include Notarization)	\$5.00 first page \$2.00 each subsequent page
Certified Copies with Numbered Pages	\$6.00 first page \$2.00 each subsequent page
USB Drive Copies of Documents &/or Pictures	\$5.00 per USB Drive
FAX SERVICES **ONLY LOCAL FAXES AVAILABLE**	FEE
Send	\$2.00 first page \$1.00 each subsequent page
Receive	\$1.00 per page
Ad Valorem Tax	\$0.50 per hundred
Returned Check Charge	\$35.00
Notary Public Fees	\$10.00 per signature/seal
Meeting notice request—Sunshine List	\$10.00 annually* *Fee waived for email-only notifications
"Stop Payment" Fee for Misplaced Checks	\$35.00
Fee for Replacement of Lost or Damaged Check	\$5.00
Petition to close a street	\$750.00 per street
Town Hall Property Temporary Parking *With written approval ONLY (Parking without approval will be cited per Code)	\$20.00 per day per vehicle

ANIMAL CONTROL DEPARTMENT	FEE
Dog or Cat Registration (Spayed or Neutered)	\$10.00 each year
Dog or Cat Registration (Non-Spayed or Neutered)	\$20.00 each year
All Other Animals (Exotic)	\$50.00 each year
Duplicate Animal Registration Tag	\$5.00
Rabies Non-Compliance	\$100.00
Wild Animal Non-Compliance	\$100.00
Reclaim Fee (Domestic)	\$50.00 per animal
Reclaim Fee (Exotic)	\$200.00

PLANNING FEES

CERTIFICATES ISSUED BY JOHNSTON COUNTY

Building Permits – Johnston County Building Inspections Department issues building permits following issuance of Zoning permit by the Town of Wilson’s Mills.

Certificate of Occupancy (CO)- Johnston County Building Inspections Department issues upon final building inspections and site plan zoning compliance approval by the Town.

*****All fees and charges relevant to building permits, inspections, and issuance of certificates shall be as adopted by Johnston County’s fee schedule.**

ZONING COMPLIANCE PERMITS (Where construction begins without appropriate permits in place, permit cost shall be doubled)	FEE
Single, Two-Family structures and mobile home	\$250
Accessory Dwelling	\$250
Single Family attached/multi- family (condominium, apartment, town home, etc.)	\$300
Residential Addition-Attached	\$100
Accessory structures/Shed/Porch/Pool/Paving	\$100
Fences	\$50
Non-residential	\$300 + site plan review
Temporary Use/Event Permit	\$100 \$0 for events hosted by charitable organizations that are within the Town’s Planning Jurisdiction
Home Occupation Permit	\$100
Conditional Use Permit Application	\$750
Zoning Verification Letter	\$50
Certificate of Non-Conformity Adjustment	\$100
Driveway Permit (2.17) (If Town-owned street)	\$100
Tree Disturbance Permit (11.10)	\$250 admin fee + Actual cost from any outside consultants or professional services review
Land Disturbance Permit	\$200/acre (valid for 2 years)
Excavation and Encroachment	\$200
On-site Land Clearing and Inert Debris (LCID) Landfill Permit – 2.13-4	\$150 admin fee + Actual cost from outside consultant review to determine surety bond amount + bond administration fee
Food Truck Permit	\$100 (unless Town sponsored event) plus proof of current sanitation inspection
Amplified Music Permit	\$25.00
SIGN PERMITS (Only when obtained separately from primary development permits)	FEE
Permanent Sign	\$100
Temporary Sign	\$25
Master Sign Plan (When not submitted with site development plan)	\$400

TELECOMMUNICATIONS TOWERS/COLLOCATIONS	FEE
New Tower, Stealth Tower, and Collocation Lease Negotiation Fee (Existing Tower)	\$2,500
REZONES	FEE
Less than 3 acres	\$400
3-6 Acres	\$600
More than 6 acres	\$750 + \$20/acre
Vested Rights	\$500
Vested Rights Extension	\$200
BOARD OF ADJUSTMENT	FEE
Variance	\$1,000
Variance (After the fact)	\$2,000
Appeal	\$500
ANNEXATIONS	FEE
Voluntary Contiguous Annexation Request	\$0
Voluntary Satellite Annexation Request within the Extraterritorial Jurisdiction (ETJ)	\$400
Voluntary Satellite Annexation Request outside the Extraterritorial Jurisdiction (ETJ)	\$400 + \$250 per ¼ mile outside the Extraterritorial Jurisdiction (ETJ)
COMMERCIAL/MAJOR SITE PLAN DEVELOPMENT	FEE
Site Development Plans	\$500
Construction Drawings	\$750
Final Plat	\$150 per sheet
MAJOR SUBDIVISION REVIEW - 5 or more lots (If a 3rd submittal is required, an additional fee will be collected)	
Sketch Plat/ Plan Review	\$200 per sheet
Preliminary Plat/Site Development Plan/ Construction Plans Review	\$500 + 25 per lot
Construction Plan Review	\$750 + \$25 per lot
Preliminary/Construction Plan Amendment	\$400
3 rd submittal of Preliminary/Construction Plan	¼ of the original cost
Final Plat Review	\$150 per map sheet
3 rd submittal of Final Plat	\$50 per map sheet
Re-addressing Due to Changes	\$250
MINOR SUBDIVISION REVIEW - 4 lots or less (If a 3rd submittal is required, an additional fee will be collected)	FEE
Preliminary Plat Review	\$300
Preliminary Plat Amendment	\$200
3 rd submittal of Preliminary Plat	\$50
Construction Drawings	\$500
Final Plat Review	\$150 per map sheet
3 rd submittal of Final Plat	\$50 per map sheet

STORMWATER MANAGEMENT FEES		FEE
Stormwater Plan Review less (If a 3rd submittal is required, an additional fee will be collected)		\$400 per disturbed acre (\$1000 minimum)
3 rd submittal of Stormwater Review		¼ of the original cost
Stormwater Facilities Operation and Maintenance Agreement Administration		\$200 per agreement
Stormwater Facilities Inspection (if completed by the Town)		\$2500 per stormwater facility
OTHERS		FEE
Conveyance Plat		\$10 per lot
Exempt Subdivision/Easement/Recombination Plat		\$100
Floodplain Development Permit (If not part of construction plan review)		\$250
Open Space Fee in Lieu		\$1,000 per lot
Demolition Permit (Asbestos Report Required)		\$250
Floodplain Management Document review (Letter of Map Revision (LOMR), Conditional Letter of Map Revision (CLOMR) etc.)		\$150 per form
Transportation Impact Analysis (TIA) Review		\$400
Bond Amendment and Reduction Fee		\$100
Bond Administration Fee		\$250
Conditional Use Permit Fee		\$500
Chicken and Fowl Permit		\$100
Chicken and Fowl Inspection		\$40
Acceptance of Streets/Utilities/Infrastructure		\$500 per application
CONSTRUCTION INSPECTION FEES (Fees to be collected upon approval of construction drawings)		FEE
New Streets (public)		\$1.50 per linear foot
Storm Drainage		\$1.50 per linear foot
Final Subdivision Inspection Fee (trails, sidewalks, greenways)		\$500
As-built Review Fee		\$250

CODE ENFORCEMENT FEES

	FEE
All Nuisance Violations- Administration Fee (per occurrence)	\$200
Nuisance Abatement – Administration Fee	\$300 Administration fee + actual cost for clean-up or removal
Lien Placement	\$500

PARK FEES	FEE
Community Park Shelter Rental	\$15.00 per hour – in town residents 30.00 per hour – out of town residents (minimum of 2 hours for any rentals)
	\$100.00 daily rate – in town residents \$200.00 daily rate – out of town residents (more than 6 hours)

POLICE DEPARTMENT	FEE
Golf Cart	\$50.00 1 st year
	\$20.00 each subsequent year

Civil Penalty Fee & Nonpayment Penalty

In addition to the general penalties provided in the Town's Code, an ordinance may provide that a violation shall subject the offender to a civil penalty. Unless otherwise specified by Town Code, the civil penalty is \$50.00.

A nonpayment penalty of \$50.00 for each 30-day period will be added to all civil penalties not paid by the date due.