

Town of Sylva Amended Fee Schedule FY 2024-2025

Planning and Code Enforcement Permits and Fees:

Type	Fee	
Single Family	0-1,500 sq. ft.	\$50.00
	1,501-3,000 sq. ft	\$75.00
	More than 3,000 sq. ft	\$100.00
Multi-Family Units		\$40.00 per unit
Manufactured Homes	Singlewide	\$50.00
	Doublewide	\$75.00
(Fees for replacement only)		
Accessory Buildings		\$50.00
Additions/Renovations	(Rooms, Decks, Garage, etc.)	
	≤ 500 sq. ft.	\$50.00
	> 500 sq. ft.	\$75.00

Occupancy Use Inspection (Commercial business opening or change of ownership)		\$100.00 (Paid to Town of Sylva prior to issuance of Business Registration Permit)
Business Registration Permit (Applicable to all businesses not licensed by the State of NC)		\$20.00
Itinerant Merchant License (less than 6 months)		\$100.00
Food Truck (6 months)		\$100.00
Peddler's License (less than 30 minutes in a 24-hour period)		\$25.00

Large Structure (≥ 20,000 sq. ft.)		\$500.00
Medium Structure (5,001-19,999 sq. ft.)		\$350.00
Small Structure (≤ 5,000 sq. ft.)		\$250.00
Additions/Renovations	≤ 500 sq. ft.	\$50.00
	> 500 sq. ft.	\$75.00

Planned Unit Development (PUD) & Mobile Home Parks	In Addition to CUP fee	
Class 1 (2-11 Units)		\$150.00
Class 2 (12-24 Units)		\$250.00

Class 3 (25+ Units)	\$400.00	+\$25.00 per home above 2
Minor Subdivision	\$50.00	+\$20.00 per lot
Major Subdivision	\$250.00	+\$50.00 per lot
Residential	\$80.00	
Non-Residential	\$150.00	
Single-Face	\$150.00	
Double-Face	\$200.00	
Illuminated	\$250.00	
Temporary	\$20.00	(Per event; fee covers two signs)
Sandwich Board	\$40.00	(Annual renewal required)
Off-Premise Sign	\$500.00	
On-Premise	\$100.00	
Off-Premise	\$100.00	
Establishment Permit	\$2,000.00	Annually
Entertainer Permit	\$250.00	Annually
Residential	\$50.00	
Non-Residential	\$100.00	
Zoning Approval	\$45.00	
Residential	\$200.00	
Non-Residential	\$350.00	
Residential	\$250.00	
Non-Residential	\$350.00	
Residential	\$250.00	
Non-Residential	\$350.00	
Amendment to Text	\$500.00	
Map Amendment	\$500.00	
All	\$300.00	

Recreation Fees:

Town Residents	\$25.00	Per two hours
Non-Town Residents	\$50.00	Per two hours
Town Residents	Two Hours	\$30.00

	Four Hours	\$50.00
	Eight Hours	\$100.00
	Alcohol (per vendor)	\$25.00
	Cost of Officers (if applicable)	
	Food Trucks (flat rate for up to 6)	\$75.00
	Vendor Tents (rate for up to 30)	\$100.00
Non-Town Residents	Two Hours	\$50.00
	Four Hours	\$75.00
	Eight Hours	\$125.00
	Alcohol (per vendor)	\$25.00
	Cost of Officers (if applicable)	
	Food Trucks (flat rate for up to 6)	\$75.00
	Vendor Tents (rate for up to 30)	\$100.00

PUBLIC WORKS MISCELLANEOUS:

	Streets	\$75.00
	Sidewalks	\$100.00
	Residential	\$25.00
	Non-Residential	\$100.00
	All	\$200.00
	Residential (both bins and lids)	\$40.00
	Lid (individual replacement)	\$10.00
	Bin (individual replacement)	\$15.00

PUBLIC WORKS COST BASIS FOR EQUIPMENT AND MANPOWER:

	During Normal Work Hours	\$35.00 per person
	After Normal Work Hours	\$53.00 per person
	Backhoe	\$50.00
	Bucket Truck	\$65.00
	Dump Truck	\$40.00
	Knuckleboom Truck	\$75.00
	Trackhoe	\$65.00
	Water Truck	\$60.00 + Water Charge
	Ton Truck	\$40.00
	Weed Eater OR Leaf Blower	\$20.00
	Mower	\$40.00
	Sweeper	\$65.00

POLICE DEPARTMENT COST BASIS FOR MANPOWER

During Normal Work Hours	\$42.00
After Normal Work Hours	\$63.00
Parking in Handicapped Space	\$150.00
Parking in Fire Lane	\$50.00
Downtown Employee (B-1/DTB)	\$50.00
Handicapped Plaque Not Displayed	\$25.00
Parking in Loading Zone	\$25.00
Parking Across Line	\$25.00
Parking in Roadway (Posted)	\$25.00
Parking in Restricted Area	\$15.00
Double Parking	\$15.00
Parking in Prohibited Area	\$15.00
Parking too Close to Intersection	\$15.00
Parking in Wrong Direction	\$15.00
Parking in Alley Way	\$15.00
Improper Parking	\$15.00
Parking in No Parking Zone	\$15.00
Parking Too Close to Fire Hydrant	\$15.00
Dumpster in Parking Area	\$50.00

FIRE DEPARTMENT COST BASIS FOR MANPOWER

During Normal Work Hours	\$26.00
After Normal Work Hours	\$38.00

ADMINISTRATIVE MISCELLANEOUS:

Hard Copy	\$20.00
Internet Copy	Free
Internet Copy	Free
Copies	\$0.10 Per Sheet

Adopted this the 12th day of September 2024.

Johnny Phillips, Mayor

Amanda Murajda, Town Clerk