

Halifax County Schedule of Fees

To be Effective July 1, 2020

Table of Contents

1.	Board of Elections.....	III-7
	1.1 Photocopies (black & white).....	III-7
	1.2 Photocopies (color).....	III-7
	1.3 Hard Copy Printout / CD.....	III-7
	1.4 Return Check fee.....	III-7
2.	Central Permitting.....	III-7
	2.1 Building Inspections.....	III-7
	2.1.1 Valuation of Structures.....	III-7
	2.1.2 Building Permit Fees.....	III-9
	2.1.3 Electrical Permit Fees.....	III-9
	2.1.4 Heating and Air Conditioning Permit Fees.....	III-9
	2.1.5 Plumbing Permit Fees.....	III-10
	2.1.6 Insulation Permit Fees.....	III-10
	2.1.7 Fire Prevention Fees.....	III-10
	2.1.8 Other Fees.....	III-11
	2.1.9 Municipality Contract Fees.....	III-11
	2.2 Zoning.....	III-12
	2.2.1 Conditional Use Application.....	III-12
	2.2.2 Halifax County Zoning Ordinance.....	III-12
	2.2.3 Mobile Home Park Regulations.....	III-12
	2.2.4 Halifax County Road Name Grid.....	III-12
	2.2.5 Subdivision Ordinance.....	III-12
	2.2.6 Watershed Ordinance.....	III-12
	2.2.7 Map – 18" x 24".....	III-12
	2.2.8 Map – 36" x 60".....	III-12

2.2.9	Zoning (Specific)	III-12
2.2.10	Major Subdivision Project	III-12
2.2.11	Variances and Deviations	III-12
2.2.12	Rezoning Application	III-12
2.2.13	Specialty Maps.....	III-12
2.2.14	Comprehensive Development Plan	III-12
2.2.15	Photocopies	III-12
3.	Cooperative Extension	III-12
3.1	4-H Youth Day Camp.....	III-12
3.2	Ropes Course Rental	III-12
3.3	Rural Life Facilities Rental (Monday-Friday).....	III-12
3.4	Rural Life Facilities Rental (weekends or holidays)	III-12
3.5	Rings at 4-H Horse & Livestock Complex.....	III-12
3.6	Bathroom at 4-H Horse & Livestock Complex (per day)	III-12
3.7	Bathroom at 4-H Horse & Livestock Complex (per two days).....	III-12
3.8	Concession Stand/Bathroom at 4-H Horse & Livestock Complex (per day)	III-12
3.9	Concession Stand/Bathroom at 4-H Horse & Livestock Complex (per two days).....	III-12
3.10	Stalls at 4-H Horse & Livestock Complex (per day)	III-12
3.11	Stalls at 4-H Horse & Livestock Complex (per two days).....	III-12
3.12	RV Hookups at 4-H Horse & Livestock Complex (per day).....	III-12
3.13	Base charge for approved vendors on County property (per day)	III-12
3.14	Charge for approved non-profit vendors on County property (per day)	III-12
3.15	Photocopies (black & white).....	III-13
3.16	Photocopies (color).....	III-13
3.17	Return check fee.....	III-13
4.	County Management	III-13
4.1	Photocopies (black & white).....	III-13
4.2	Photocopies (color).....	III-13
4.3	Official Commissioners' Agenda Packet	III-13
4.4	Return check fee.....	III-13
5.	Emergency Services	III-13
5.1	Emergency Medical Services.....	III-13
5.2	False Alarm Fees.....	III-13
5.3	Photocopies.....	III-13

5.4	Fire Report.....	III-13
5.5	Large Attendance Event	III-13
5.6	Return check fee.....	III-14
6.	Finance Department.....	III-14
6.1	Return Check Fee.....	III-14
6.2	Stop Payment Fee (Accounts Payable)	III-14
6.3	Stop Payment Fee (Payroll)	III-14
6.4	Photocopies	III-14
6.5	Audit (Regular).....	III-14
6.6	Audit (CAFR)	III-14
6.7	PDF/Hard Copy Printouts	III-14
6.8	Audit (thumb drive)	III-14
7.	Health Department	III-14
7.1	Office Visits.....	III-14
7.2	Immunizations.....	III-15
7.3	Laboratory Procedures	III-16
7.4	Medical Procedures	III-17
7.5	Animal Control	III-18
7.6	Environmental Health	III-19
7.7	Other fees	III-21
8.	Human Resources Management	III-21
8.1	Employee ID card replacements.....	III-21
8.2	Photocopies (Applications)	III-21
8.3	IDs for outside entities/municipalities.....	III-21
8.4	ID card replacement for outside entities/municipalities	III-21
8.5	Key card replacement.....	III-21
8.6	Return check fee.....	III-21
9.	Information Technology Services.....	III-21
9.1	Thumb-drives.....	III-21
9.2	Special Programming.....	III-21
9.3	Return check fee.....	III-21

10.	Library	III-21
	10.1 Fines	III-21
	10.2 Photocopies (black & white).....	III-21
	10.3 Photocopies (color)	III-22
	10.4 Microfilm Printer Copying.....	III-22
	10.5 Fax Machine Use.....	III-22
	10.6 Computer Printouts.....	III-22
	10.7 Computer Printouts with Color Photo.....	III-22
	10.8 Return check fee.....	III-22
11.	Natural Resources Conservation Services	III-22
	11.1 No-Till Drill	III-22
	11.2 Photocopies (black & white).....	III-22
	11.3 Photocopies (color)	III-22
	11.4 Return check fee.....	III-22
12.	Public Utilities - Solid Waste Division	III-22
	12.1 Tipping Fees	III-22
	12.2 Residential Collection and Disposal.....	III-22
	12.3 Availability Fee.....	III-22
	12.4 Return check fee.....	III-22
13.	Public Utilities - Water Division	III-22
	13.1 Rate Schedule	III-22
	13.2 Tap Fees.....	III-23
	13.3 Wastewater Pre-Treatment Services	III-23
	13.4 Other Fees	III-23
	13.5 Wastewater Discharges into POTW	III-23
14.	Register of Deeds	III-25
	14.1 Instruments in General.....	III-25
	14.2 Multiple Instruments.....	III-25
	14.3 Deeds of Trust - Mortgages	III-25
	14.4 Additional subsequent instrument index reference	III-25
	14.5 More than 20 distinct parties.....	III-25
	14.6 Satisfactions	III-25
	14.7 Certified Copies	III-25

14.8	Plats.....	III-25
14.9	Photocopies	III-25
14.10	Fax Copies	III-26
14.11	Marriage Licenses (Issuance).....	III-26
14.12	Right of Way Plans	III-26
14.13	Birth Certificates	III-26
14.14	Death Certificates	III-26
14.15	Oath Administered for Notary Public.....	III-26
14.16	Excise Stamp Tax.....	III-26
14.17	Uniform Commercial Code.....	III-26
14.18	Removal of Graves Certificate.....	III-26
14.19	Military Service Record.....	III-26
14.20	VRAS – Statewide Automated System.....	III-26
14.21	Return check fee.....	III-26
15.	Sheriff and Jail.....	III-26
15.1	Fingerprint Cards	III-26
15.2	Incident Reports.....	III-26
15.3	Notary Fee	III-26
15.4	Photocopies (black & white).....	III-26
15.5	Photocopies (color).....	III-26
15.6	Sick Call for Pre-Confinement Condition	III-26
15.7	Confinement and Board for Out-of-County Inmates.....	III-26
15.8	Pre-Confinement.....	III-27
15.9	Jail Sentence Confinement.....	III-27
15.10	Confinement for 24 Hours.....	III-27
15.11	Gun Permit.....	III-27
15.12	Serve Civil Papers	III-27
15.13	Concealed Handgun Permit.....	III-27
15.14	Concealed Handgun Permit Renewal.....	III-27
15.15	Duplicate Concealed Handgun Permit.....	III-27
15.16	Return check fee.....	III-27
16.	Social Services	III-27
16.1	Photocopies (black & white).....	III-27
16.2	Photocopies (color).....	III-27
16.3	Return check fee.....	III-27

17.	Tax Department	III-27
17.1	Photocopies (black & white).....	III-27
17.2	Photocopies (color).....	III-27
17.3	Fax copy	III-27
17.4	Computer Printouts.....	III-27
17.5	Property Cards.....	III-27
17.6	Index Maps	III-27
17.7	Property Maps & Associated Data	III-27
17.8	Postage for Maps, CD/DVD	III-27
17.9	Return check fee.....	III-28