

City of Winston Fee Schedule

Set by Council Resolution 21-1006 November 1, 2021; Amended by Council Resolutions 23-1105 and 23-1108 October 16, 2023; Amended by Resolution 24-1137 June 17, 2024; Amended by Resolution 24-1163 December 2, 2024.

Administration

| | |
|--|-------------|
| Verification Letter w/ or w/o Signature | 50 ea |
| Business License | 50/annually |
| Lien Search | 25 ea |
| Liquor License Application, New | 25 |
| Liquor License Renewal | 20 |
| Liquor License, Special Event | 25 |
| Returned Checks | 25 |
| Inoperative Vehicle Permit | 10/yr |
| Transient Room Tax—Motels & RV Parks less than 29 days | 7% |

Public Records

| | |
|--|----------------------|
| Individual Copies | .25/printed page(pp) |
| Archival Copies | .50/pp |
| | |
| *Comprehensive Plan | 35 |
| *Winston Municipal Code w/o Title XV | 35 |
| *Winston Municipal Code Title XV (Land Usage) Only | 35 |
| * View/Print for free anytime at www.WinstonCity.org | |

Staff Time Reimbursement (STR)

Staff time reimbursement for all departments is equal to the current wage + benefits for the staff member performing the task.

Police Department

| | |
|------------------------------------|------------------|
| Fingerprinting | 25/first 2 cards |
| Police Report | 10 |
| Accident Report | 12.50 |
| Body Camera Footage | 25 + STR |
| Vehicle Impound | 100 |
| Dog Impound | 25/dog |
| 2 nd impound (same dog) | 50/dog |
| 3 rd impound (same dog) | 75/dog |
| Kennel Fees | 15/day |

Municipal Court

| | |
|--|----|
| Payment Plan up to 300 | 25 |
| Payment Plan 301 + | 30 |
| Delinquent Account Fee | 10 |
| "Fix It" Ticket | 20 |
| Other Associated Court Fees as Outlined in Judge's Order Dated July 8, 2003 and Attached to this Fee Schedule as Exhibit B | |

Public Works

| | |
|--|--------|
| Right of Way Access | 125 ea |
| Right of Way Access for the purpose of installing mailbox post | 50 ea |
| Grading Permit Application | 50 ea |
| *Flusher Truck | 375/hr |
| *Backhoe | 75/hr |
| *Dump Truck—5 Yd | 80/hr |
| *Dump Truck—F350 | 100/hr |
| *Street Sweeper | 100/hr |
| *Pickup | 35/hr |
| *Flatbed Truck | 50/hr |
| *TV Van Inspections | 150/hr |
| *Misc. Handheld Equipment (trimmer/chainsaw, etc.) | 25/hr |
| * Plus Staff Time Reimbursement (STR) | |

Monthly Sewer User Rates & Service Fees

Residential/EDU

| | |
|---|-------|
| Base Rate/Inside City Residential | 53 |
| Base Rate for Discount Qualified Senior Citizens (25% Discount) | 39.75 |
| STEP System Surcharge | 8.50 |
| Public Safety Fee | 8 |
| Plant Upgrade Fee | 6 |
| Storm Utility Fee | 1 |
| Transportation Utility Fee | 1 |

Commercial

| | |
|--|---------------------------------|
| Base Rate (up to 7000 Gallons Water Usage) | 53 |
| Public Safety Fee | 8/unit |
| Plant Upgrade Fee | 6/unit |
| Storm Utility Fee | Based on Impervious Sq. Footage |
| Transportation Fee | Based on Usage |

Sewer Connection

| | |
|---|---|
| New Connection | 300 + 700 for each single-family residence; each unit of a multiple family residence or each business unit. |
| Additional Charge for hook up for more than (4) inches of lateral connecting pipe | 700 per (2) inches, or part thereof |
| Vacancy Rate | 15/mo includes Public Safety, Plant Upgrade, and Storm. |
| Permanent Disconnect | 250 |
| Reconnect | 100 |
| Private Property Troubleshoot | Actual Cost—1 hr minimum |
| Lateral Replacement | Cost of Materials |

Parks (All fees are per day unless otherwise stated)

| | |
|---|-----------------|
| Civic Wayside Park Gazebo | 50 + 150 dep |
| Add Electricity | 25 |
| Community Park Pavilion | 50 + 150 dep |
| Add Electricity or Water | 25 each |
| Community Park Tennis Courts | 25 |
| Riverbend Park Pavilion | 100 + 150 dep |
| Riverbend Park Utilities (water/electricity) | 25 ea |
| Park Lights | 50 |
| Concession Stand | 50 + 150 dep |
| Stage | 300 + 150 dep |
| Basketball Court/ 4-hour reservation | 25 |
| Skate Bowl/ 4-hour reservation | 25 |
| Baseball Diamonds | |
| Amos R Osborne 2X/Week March – September | 125 |
| Small Ballfield 2X/Week March - September | 125 |
| 1X/Week Amos R Osborne – Small Ballfields | 63 |
| Riverbend Park All Facilities | 500 + 300 dep |
| Dry Camping at RB Park (major events only/ designated areas only) RVs/Tents | 25/10 per night |
| ***Note: Cleaning/Damage Deposits ARE Refundable | |
| Cleaning/Damage Deposits are NOT Waivable | |

Community Center

Fri-Sun

Mon-Thu

| Room/Area | 1/2 day/full day | 1/2 day/full day |
|--|-------------------------|-------------------------|
| Grand Room Table Seating 200/Sit or Stand 300 | 330/495 | 193/275 |
| Ford Room (A) Table Seating 96/Sit or Stand 160 | 215/303 | 143/187 |
| Premier Room (B) Table Seating 40/Sit or Stand 80 | 110/193 | 83/110 |
| Woods Room (C) Table Seating 40/Sit or Stand 80 | 110/193 | 83/110 |
| (B) & (C) Combined Table Seating 80/Sit or Stand 160 | 215/303 | 143/187 |
| Wooley Conference Room (D) Seated 8 | 55/110 | 55/83 |
| Stage | 50/75 | 50/75 |
| ½ Day 8:30am - 2pm and 2:30 - 10pm | | |
| Full Day 8:30am – 10pm | | |
| *Cleaning/Damage Deposit—All Rentals | 200 | 200 |
| ***Note: Deposits Refundable, NOT Waivable | | |

Sign Permits

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|------------------|-----|
| Basic Sign | 50 |
| Commercial Grade | 100 |

Land Use

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|-------------------------------------|---------------------------------|
| Address | 30 |
| Annexation | 750 + cost |
| Appeals-Planning Commission | 250 |
| Appeals-On Record to City Council | 350 |
| Planning Clearance Worksheet Review | 85 |
| Change of Use/Demolition | 50 |
| Comp Plan Amendment—Map/Text | 2500 + cost |
| Conditional Use Permit | 500 + cost |
| Hardship | 200 |
| Excavation Permit | 50 |
| Fence Review | 25 |
| Land Partition—Administrative | 500 + cost |
| Land Partition—Planning Commission | 1000 + cost |
| Property Line Adjustment | 525 |
| Major Amendment | 50% of original application fee |
| Manufactured Home Park | 1500 + 30/space + cost |
| Non-Conforming Use Change | 200 |
| Overlays | 1500 + cost |
| Planned Unit Development | 1500 + 30/lot + cost |
| Pre-Application Conference | 125 - goes toward app |
| Property Line Vacation | 350 |
| Site Plan Review—Commercial | 550 + cost |
| Site Plan Review—Residential | 100 + cost |
| Steep Slopes/Hillside | 150 + cost |
| Subdivision 2-3 lots | 450 + 10/lot |
| Subdivision 4-7 | 1500 + 40/lot + cost |
| Subdivision 8-19 | 1800 + 35/lot + cost |
| Subdivision 20 + | 2500 + 30/lot + cost |
| Temporary Use Permit | 250 |
| Variance—Administrative | 350 + cost |
| Variance—Planning Commission | 500 + cost |
| Zone Change | 1500 + cost |