

CITY OF HARTSVILLE- MASTER FEE SCHEDULE

Master Fee Schedule Established w Approved Rate Effective 1-8-19 Ordinance 4357 unless otherwise noted

Department	Fee Title	Description	Current Rate	Reference & Effective Date for Most Recent Update
Cemetery	Weekday burial opening and closing		\$1,000.00	Ordinance 4457 - Eff 10-1-23
Cemetery	Weekend & holiday burial opening and closing		\$1,100.00	Ordinance 4457 - Eff 10-1-23
Cemetery	Flat section lot		\$1,200.00	Ordinance 4457 - Eff 10-1-23
Cemetery	Upright section lot		\$1,300.00	Ordinance 4457 - Eff 10-1-23
Cemetery	Cremation with no service at cemetery weekdays		\$400.00	Ordinance 4457 - Eff 10-1-23
Cemetery	Cremation with no service at cemetery weekend & holiday		\$500.00	Ordinance 4457 - Eff 10-1-23
Cemetery	Cremation with service at cemetery weekdays		\$1,000.00	Ordinance 4457 - Eff 10-1-23
Cemetery	Cremation with service at cemetery weekend & holiday		\$1,100.00	Ordinance 4457 - Eff 10-1-23
Cemetery	Disinterment		\$1,600.00	Ordinance 4135 - Eff 9-10-13
Cemetery	Oversize burials		\$200 extra	Ordinance 4135 - Eff 9-10-13
Cemetery	After Hours / Late Arrival Fee		\$100 per hour	Ordinance 4457 - Eff 10-1-23

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Finance	Non-refundable new account service fee	Opening a new utility account	50	Ordinance 4457 - Eff 10-1-23
Finance	Non-refundable utility transfer service fee	Commercial	30	Ordinance 4457 - Eff 10-1-23
Finance	Return Check Fee		\$30.00	Ordinance 4357 - Eff 1-8-19

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Fire	Fire Report	Fire Incident Report	\$5.00	
Fire	Fire Recovery	Motor Vehicle Accident - Level 1	\$487.00	
Fire	Fire Recovery	Motor Vehicle Accident - Level 2	\$554.00	
Fire	Fire Recovery	Motor Vehicle Accident - Level 3 - Car Fire	\$677.00	
Fire	Fire Recovery	Motor Vehicle Accident - Level 4 - Extrication	\$1,461.00	
Fire	Fire Recovery	Motor Vehicle Accident - Level 5 - Creating a Landing Area	\$448.00	
Fire	Fire Recovery	Motor Vehicle Accident - Additional Time on Scene	Engine - \$448 per hour Truck - \$560 per hour Miscellaneous Equipment - \$336	
Fire	Fire Recovery	Hazmat - Level 1	\$784.00	
Fire	Fire Recovery	Hazmat - Level 2	\$2,800.00	
Fire	Fire Recovery	Hazmat - Level 3	\$6,608.00	
Fire	Fire Recovery	Hazmat - Additional Time on Scene	Engine - \$448 per hour Truck - \$560 per hour Miscellaneous Equipment - \$336	
Fire	Fire Recovery	False Alarm - 1st alarm in 12 month calendar year	\$0.00	
Fire	Fire Recovery	False Alarm - 2nd alarm in 12 month calendar year	\$100.00	
Fire	Fire Recovery	False Alarm - 3rd alarm in 12 month calendar year	\$200.00	
Fire	Fire Recovery	False Alarm - 4th - 6th alarm in 12 month calendar year	\$300.00	
Fire	Fire Recovery	First Responder (No Transport) Per Incident	\$350.00	
Fire	Fire Recovery	Fire Investigation: Includes: Scene Safety, Investigation, Source Identification, K-9/Arson Dog Unit, Identification Equipment, Mobile Detection Unit, Fire Report	\$308.00 per hour	
Fire	Fire Recovery	Fires: Includes: Scene Safety, Investigation, Fire/Hazard Control	\$448/hour per engine \$560/hour per truck	
Fire	Fire Recovery	Illegal Fires	\$448/hour per engine \$560/hour per truck	
Fire	Fire Recovery	Water Incidents - Level 1	\$448 plus \$56/hour per rescue person	
Fire	Fire Recovery	Water Incidents - Level 2	\$896 plus \$56/hour per rescue person	
Fire	Fire Recovery	Water Incidents - Level 3	\$2,240 plus \$56/hour per rescue person plus \$112/hr. per Hazmat team member	
Fire	Fire Recovery	Back Country or Special Rescue	\$448 first response vehicle plus \$56 per rescue person. Additional rate of \$448/hour per response vehicle and \$56/hour per rescue person.	
Fire	Fire Recovery	Chief Response	\$280/hour	
Fire Permit Fee for Commercial Construction				
Fire	Fire Marshal	Amount per sq ft	\$25 per 1,000 sq ft.	
Fire Protection Permit Fee (Based on project cost**)				
Fire	Fire Marshal	\$0-\$2,000	\$35	ORD 4457 - Eff 10-1-23
Fire	Fire Marshal	\$2,001-\$50,000	\$5 per \$1,000	ORD 4457 - Eff 10-1-23
Fire	Fire Marshal	50,001-\$250,000	\$4 per \$1,000	ORD 4457 - Eff 10-1-23

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Fire	Fire Marshal	\$250,001-\$500,000	\$3 per \$1,000	ORD 4457 - Eff 10-1-23
Fire	Fire Marshal	\$500,001 +	\$2 per \$1,000	ORD 4457 - Eff 10-1-23
Fire & Life Safety Plan Review Fee				
Fire	Fire Marshal	0-999 sq ft	\$25	
Fire	Fire Marshal	1,000-4,999 sq ft	\$50	
Fire	Fire Marshal	5,000-9,999 sq ft	\$75	
Fire	Fire Marshal	10,000-49,999 sq ft	\$100	
Fire	Fire Marshal	50,000 + sq ft	\$125	
Fire	Fire Marshal	Penalty for work already commenced	Based on sliding scale in Fire Marshalls office fee is doubled	Reference code section 42-111
NOTE: **Fire Protection Permit Fee - Is paid when a fire protection systems (alarm, sprinklers, suppression hood, etc) is installed or upgraded in a commercial building. This fee is in addition to the Fire Permit Fee & Construction Plan Review Fee. There is no "Cap" on any of the listed fees.				
Fire	Fire Marshal	Misc. Fire Permit Fees-		
Fire	Fire Marshal	Dry & Wet Chemical Systems-each permit	\$75.00	
Fire	Fire Marshal	Standpipe Systems-each permit	\$75.00	
Fire	Fire Marshal	Radio Repeaters (BDA's)-each permit	\$150.00	
Fire	Fire Marshal	Carbon Dioxide Tanks (100 lbs. or more)-each permit	\$75.00	
Fire	Fire Marshal	Re-inspection (New construction, remodel, no show/missed appointments-each permit (per building)	\$50.00	
Fire	Fire Marshal	All other permits per IFC Section 105-each permit	\$75.00	
Fire Marshall Fees				
Fire	Fire Marshal	Fire Pump Test-per test	\$150.00	
Fire	Fire Marshal	Standpipe Flow Test-per test	\$100.00	
Fire	Fire Marshal	(additional test at same location)-per test	\$50.00	
Fire	Fire Marshal	Spray Paint Booth-per inspection	\$200.00	
Fire	Fire Marshal	Kitchen Hood Extinguishing System Test-per test	\$150.00	
Fire	Fire Marshal	Occupancy Card Request-per card	\$30.00	
Fire	Fire Marshal	Duplicate Occupancy Card-per card	\$10.00	
Fire	Fire Marshal	Property or Insurance Request-each request	\$15.00	
Fire	Fire Marshal	Special Duty Rate for Fire Marshal-per hour	\$42.50	

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Department	Fee Title	Description	Current Rate	Reference & Effective Date for Most Recent Update
Mayor/Council/Clerk	Chamber Use	User Fee: Ordinance 4167 - 9-9-14	City Resident \$25 per hr. with a max of \$125	
Mayor/Council/Clerk	Chamber Use	User Fee: Ordinance 4167 - 9-9-14	County Resident \$50 per hr. with a max of \$250	
Mayor/Council/Clerk	Chamber Use	User Fee: Ordinance 4167 - 9-9-14	Additional Fees may be incurred depending on type of event as prescribed by City Manager	
Mayor/Council/Clerk	FOIA	Public Records Production Fees: Resolution 081701-8-1-17	Charge per page for hard copy of records - \$0.25 per copy	
Mayor/Council/Clerk	FOIA	Public Records Production Fees: Resolution 081701-8-1-18	Charge for staff time to search, retrieve, or redact records - \$20.00 per hr.	ORD 4457 - Eff 10-1-23
Mayor/Council/Clerk	FOIA	Public Records Production Fees: Resolution 081701-8-1-19	DVD - \$15.00	
Mayor/Council/Clerk	FOIA	Public Records Production Fees: Resolution 081701-8-1-20	Charge for other media used to provide records - Actual Cost of media	
Mayor/Council/Clerk	FOIA	Public Records Production Fees: Resolution 081701-8-1-21	Fire and Police Incident/Accident/Criminal Background Checks Reports - \$5.00 (exception: owner/victim/fire or police scene investigator – first copy free)	
Mayor/Council/Clerk	FOIA	Public Records Production Fees: Resolution 081701-8-1-22	Standard Map/Plats up to 11X17 B/W - \$4.00	ORD 4457 - Eff 10-1-23
Mayor/Council/Clerk	FOIA	Public Records Production Fees: Resolution 081701-8-1-23	Standard Map/Plats up to 11X17 Color - \$5.00	ORD 4457 - Eff 10-1-23
Mayor/Council/Clerk	FOIA	Public Records Production Fees: Resolution 081701-8-1-24	Standard Map/Plats Over 11X17 B/W - \$10.00	ORD 4457 - Eff 10-1-23
Mayor/Council/Clerk	FOIA	Public Records Production Fees: Resolution 081701-8-1-25	Standard Map /Plat Over 11X17 Color - \$15.00	ORD 4457 - Eff 10-1-23
Mayor/Council/Clerk	FOIA	Public Records Production Fees: Resolution 081701-8-1-26	Code Supplements – Purchase through Municode.com	
Mayor/Council/Clerk	FOIA	Public Records Production Fees: Resolution 081701-8-1-27	City Budget/Financial Reports – Available at hartsvillesc.gov	
Mayor/Council/Clerk	FOIA	Public Records Production Fees: Resolution 081701-8-1-28	To review records: Actual cost for making records available for review @ hourly rate for staff time for researching/providing and attendance during the review of records.	
Mayor/Council/Clerk	FOIA	Public Records Production Fees: Resolution 081701-8-1-29	Deposit for anticipated or apparent staff time exceeding 5 hours - 1/4 of estimated costs	
Mayor/Council/Clerk	FOIA	Public Records Production Fees: Resolution 081701-8-1-30	At the discretion of the City Manager, any portion of the rate may be waived	
Mayor/Council/Clerk	Election	Filing Fees: City Code Sec. 2-32 Fee = 1% of total salary for the term (SxTx1%=F)	Mayor - \$324.48 Per City Code Section 2-32	
Mayor/Council/Clerk	Election	Filing Fees: City Code Sec. 2-32 Fee = 1% of total salary for the term (SxTx1%=F)	Councilmember - \$203.84 Per City Code Section 2-32	

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Police	Accident Report	Accident Reports Per Report	\$5.00	
Police	Bicycle Registration	Registration Per Person	\$1.00	
Police	Fingerprint Cards	Blue Fingerprint Card Per Card	\$2.00	
Police	Fingerprinting	Fingerprinting Service Per Person	\$10.00	
Police	Incident Report	Incident Reports Per Report	\$5.00	
Police	Precious Metals	Precious Metal Permit	\$50.00	
Police	Record Check	Local Criminal Background Check Per Person	\$5.00	
Police	Parking	Parked in no parking zone, unattended, yellow curb and fire lane	\$15.00	ORD 4457 - Eff 10-1-23 - Added w no change to fine amount
Police	Parking	Parked in a traffic lane, at fire hydrant, blocking sidewalk and driveway	\$25.00	ORD 4457 - Eff 10-1-23 - Added w no change to fine amount
Police	Parking	Parked in handicapped space	\$300.00	ORD 4457 - Eff 10-1-23

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Utilities	Water Turn on After Business Hours	Have to call in on call personnel to turn on. It is almost always OT.	\$50.00	
Utilities	Water Disconnect Fee		\$25.00	
Utilities	Temporary Connection Fee	Temporary Service (5 Days)	\$20.00	ORD 4457 - Eff 10-1-23
Utilities	Delinquent Service Fee	Added to Account Subject to Disconnection	\$40.00	ORD 4457 - Eff 10-1-23
Utilities	Courtesy Disconnection Fee	Temporary disconnection per customer request	\$10.00	ORD 4457 - Eff 10-1-23
Utilities	After Hours Service Fee	Meter Services taking place after hours	\$30.00	ORD 4457 - Eff 10-1-23
Utilities	Pulled Meter Fee	Meter Pulled due to unauthorized usage	\$35.00	ORD 4457 - Eff 10-1-23
Utilities	Meter Trip Fee	Repeat calls for meter service customer request	\$20.00	ORD 4457 - Eff 10-1-23
Utilities	Jet Vac Truck	Rental fee of use of utilities Jet Vac Truck	400.00 per hour	RES04-20-05 on 4-14-20
Utilities	FIRE LINE	Fire line tap fee	\$250.00	ORD 4406 - Eff 12/8/2020
Utilities	Water/Sewer Engineering Review (100% Billed by City Engineer)	100% of expenditures billed by City Engineer	TBD	
Utilities	3/4 " Water Tap Fee - City performs-Price of water meter and labor.	Price of water meter and labor.	\$971.00	
Utilities	1" Water Tap Fee	Price of water meter and labor.	\$1,050.00	
Utilities	2" Water Tap Fee (Compound)	Price of water meter and labor.	\$2,700.00	
Utilities	2" Water Tap Fee (Turbo)	Price of water meter and labor.	\$2,500.00	
Utilities	4" Water Tap Fee	Price of water meter and labor.	\$4,269.00	
Utilities	6" Water Tap Fee	Price of water meter and labor.	\$6,328.00	
Utilities	8" Water Tap Fee	Price of water meter and labor.	\$9,421.00	
Utilities	4" Sewer Tap Fee - City performs	Added 10% for inflation over last 5 years of no increase	\$1,045.00	
Utilities	6" Sewer Tap Fee - City performs	Added 10% for inflation over last 5 years of no increase	\$1,210.00	
Utilities	8" Sewer Tap Fee - City preforms	Added 10% for inflation over last 5 years of no increase	\$1,430.00	
Utilities	3/4 " Water Tap Fee - Developer performs	Added 10% for inflation over last 5 years of no increase	\$275.00	
Utilities	1" Water Tap Fee - Developer performs	Fee for Water Meter.	\$330.00	
Utilities	2" Water Tap Fee - Developer performs	Fee for Water Meter.	\$880.00	
Utilities	4" Water Tap Fee - Developer performs	Fee for Water Meter.	\$3,760.00	
Utilities	6" Water Tap Fee - Developer performs	Fee for Water Meter.	\$5,778.00	
Utilities	8" Water Tap Fee - Developer performs	Fee for Water Meter.	\$8,871.00	

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Department	Fee Title	Description	Current Rate	Reference & Effective Date for Most Recent Update
Utilities	4" Sewer Tap Fee - Developer performs	Added 10% for inflation over last 5 years of no increase	\$385.00	
Utilities	6" Sewer Tap Fee - Developer performs	Added 10% for inflation over last 5 years of no increase	\$385.00	
Utilities	8" Sewer Tap Fee - Developer performs	Added 10% for inflation over last 5 years of no increase	\$440.00	