

**TOWN OF ROLAND  
MASTER FEE SCHEDULE**

**EFFECTIVE  
October 15, 2024**

AS ADOPTED ON  
October 15, 2024  
BY THE BOARD OF TRUSTEES

**TOWN OF ROLAND MASTER FEE SCHEDULE**

Section 1. Administration and Business-Related Fees

Section 2. Town Facility Rental Fees

Section 3. Utility Deposits and Administration Fees

Section 4. Cemetery Fees

Section 5. Fire Department Response and Permit Fees

Section 6. Animal Welfare and Shelter Fees

Section 7. Building Development and Code Enforcement Fees.

Section 8. City Labor and Equipment Fees

## SECTION 1. ADMINISTRATION AND BUSINESS RELATED FEES

1.1 Administration and Business Related Fees	Rate	Note
Copy of requested records	\$0.25	Per page
Certified copy of records	\$1.00	Per page
Video Reproduction	\$50.00	Per video
Staff time to gather requested records	Town Cost	
Incident Reports- Fire and Police	\$6.00	Each
Copy of Municipal Code Book (must be ordered)	\$25.00	plus town costs
Copy of Municipal Budget (Bound copy)	\$25.00	Each
Copy of Annual Audit (Bound copy)	\$25.00	Each
Annual Food Service Establishment Permit	\$60.00	Includes Business License
Annual Business License	\$60.00	
Liquor License Fee- Package Store (due on or before July 1 <sup>st</sup> each year)	\$600.00	Per Year
Liquor License Fee-Bottle club/Mixed Beverage (Due on or before July 1 <sup>st</sup> each year)	\$600.00	Per Year
Adult Business License Fee	\$1,500.00	Per year

## SECTION 2. TOWN FACILITIES RENTAL FEES

2.1 Town Facilities Rental Fees	Rate	Note
Waylon Jones Complex Rental	\$15.00	Per hour
Waylon Jones Complex Deposit	\$100.00	Per event
Roland City Park Small Pavilions (reserved)	\$15.00	Per event
Roland City Park Large Pavilion (reserved)	\$15.00	Per event
Municipal Swimming Pool Student Admission	\$2.00	Per Person
Municipal Swimming Pool Adult Admission	\$4.00	Per Person
Municipal Swimming Pool Season Pass (single)	\$45.00	Per Season
Municipal Swimming Pool Family Season Pass (family of 4)	\$60.00	Per Season
Municipal Swimming Pool Party	\$50.00	Per hour (1-hour minimum)

## SECTION 3. UTILITY DEPOSITS AND ADMINISTRATIVE FEES

3.1 Utility Deposits	Rate	Note
Residential Utility Deposit	\$125.00	
Out of Town Trash (trash only)	\$100.00	Applied as non-refundable credit to bill

Commercial Utility Deposit minimum deposit	\$300.00	
Commercial Utility Deposit required: Equal to two (2) months bills based upon an estimated 12-month usage for the establishment in question. History of prior occupancy of building may be used to estimate usage and determine deposit if business is of a similar nature. If no history exists deposit maybe based on comparable customers. Maybe adjusted up or down when a more accurate history has been established.		\$2,000 maximum deposit
Industrial Utility Deposits		Set by contract

3.2 Sanitation Rates	Rate	Notes
Residential Curbside Sanitation Rates	\$20.87	
Residential Out of Town Trash	\$30.00	
CSW-2 Dumpster Rate	\$6.58	Per yard per dump
PESW-1 Dumpster Rate	\$5.84	Per yard per dump

**CSW-2 Rate Breakdown for Dumpsters**

1 TIME PER WEEK    2 TIMES PER WEEK    3 TIMES PER WEEK    4 TIMES PER WEEK    5 TIMES PER WEEK

**New** July 1, 2024 \$6.58 per cubic yard

2 Cubic Yards	57.03	114.05	171.08	228.11	285.13
3 Cubic Yards	85.54	171.08	256.62	342.16	427.70
6 Cubic Yards	171.08	342.16	513.24	684.32	855.40

**PESW-1 RATE BREAKDOWN FOR DUMPSTERS**

**New** July 1, 2024 \$5.84 per cubic yard

3 Cubic Yards	75.92	151.84	227.76	303.68	379.60
6 Cubic Yards	151.84	303.68	455.52	607.36	759.20

<b>3.3 Tap Fees</b>	<b>Rate</b>	<b>Notes</b>
<b>Water Tap Fees (includes tap and meter set)</b>		
¾ inch water tap	\$1,000.00	Each
1-inch water tap	\$1,500.00	Each
2-inch water tap	\$2,500.00	Each
3-inch water tap	\$5,500.00	Each
4-inch water tap	\$6,500.00	Each
6-inch water tap	\$9,000.00	Each
<b>Sewer Tap Fees</b>	<b>Rate</b>	<b>Notes</b>
Tap Fee	\$200.00	Each
Tap Inspection Fee	\$35.00	Each. New or Replacement, Residential or Commercial.
Tap Inspection Fee (Industrial)	\$50.00	Each

<b>3.4 Utility Administration Fees</b>	<b>Rate</b>	<b>Notes</b>
Utility Reconnect Fee – Residential (8am-5pm M-F)	\$40.00	Per Occurrence
After Hours Reconnect Fee (Natural Gas Only)	\$100	Per Occurrence
Utility Transfer Fee- applies to of utility account to new service address	\$40.00	Per account
Meter Test	\$50.00	(Independent test at customer request no charge if defective)
Returned Check Fee, applies to all checks written to the Town	\$25.00	Will apply to all dishonored negotiable instruments given in payment (checks, money orders, account drafts, ect...)
Penalty on unpaid utility accounts	10% of balance	Assessed on all remaining balances due after the 10 <sup>th</sup> of the month.
Collection Fee (collected if a delinquent account has been sent to a collection agency, collected in addition to the delinquent amount due)	35% of total sent to collections	OK Title 11, Section 22-138. Includes unpaid utilities, unpaid fees, penalties, interest, court penalties, court costs, court fines.

## SECTION 4 CEMETERY FEES

4.1 Cemetery Fees	Rate	Note
Plot Purchase	\$200.00	Per Space
Grave Opening (M-F)	\$300.00	
Grave Opening (Saturday)	\$400.00	
Grave Opening (Holiday)	\$550.00	
Assist in Urn Burial	NC	
Assist in Urn Burial Weekends and Holidays	\$100.00	

## SECTION 5 FIRE DEPARTMENT RESPONSE AND PERMIT FEES

5.1 Fire Department Response and Permit Fees	Rate	Note
Rates apply to outside city limits non-assist responses or inside/outside city limits hazardous material response		
Minimum emergency response charge- Class A response minimum 2 hours	\$1500.00	
Minimum emergency response charge- requiring aerial truck, minimum 2 hours	\$2,000.00	
Class A Pumper- After 2 hours	\$400.00	Per Hour
Aerial Pumper- After 2 hours	\$750.00	Per Hour
Service/Rescue truck and staff after 2 hours	\$132.00 Per hour	Staff 1 driver and 1 firefighter
Brush/Grass Truck and staff after 2 hours	\$150.00 Per Hour	Staff 1 driver and 1 firefighter
Tanker/Tender and staff (not included in emergency response charge.)	\$150.00 Per hour	Staff 1 driver and 1 firefighter
Additional firefighter personnel	\$40.00 Per hour	To be used at the discretion of Incident Commander
Equipment clean up charge	\$200.00	Per incident
Annual Out of Town Fire Contract	\$50.00	Due annually on or before April 1 <sup>st</sup> no prorating
Out of town structure fire w/o contract	\$500.00	Per structure
Out of town structure fire with contract	\$250.00	Per structure

## SECTION 6 ANIMAL WELFARE AND SHELTER FEES

<b>6.1 Adoption Fees</b>	<b>Rate</b>	<b>Note</b>
Adoption Fee for dog or cat	\$50.00	Each
<b>6.2 Redemption of Impounded Animals</b>	<b>Rate</b>	<b>Note</b>
Small animal, fowl or domestic bird	\$5.00	Each
Altered dog or cat, 1 <sup>st</sup> impoundment	NC	
Altered dog or cat, 2 <sup>nd</sup> impoundment	\$40.00	Each
Altered dog or cat, 3 <sup>rd</sup> or subsequent impoundment	\$80.00	Each
Unaltered dog or cat, 1 <sup>st</sup> impoundment	\$40.00	Each
Unaltered dog or cat, 2 <sup>nd</sup> impoundment	\$60.00	Each
Unaltered dog or cat 3 <sup>rd</sup> impoundment (mandatory spay or neuter required)	\$100.00	Each
Livestock or other large animal	\$100.00	Per day, plus actual cost of feed and other housing costs.
Boarding Fees (includes day of arrival and day of departure of impounded animals and is in addition to other fees or deposits)	\$10.00	Per day. Does not apply to animals being adopted
Vaccination Deposit (for each animal released from impoundment or adopted)	\$15.00	Each
Neuter/Spay deposit (for each dog or cat being adopted from shelter)	\$50.00	Each
Owner surrender of adoptable animal	\$50.00	Per animal
Dead animal pickup from residence	\$25.00	Each
Dead animal pickup from residence of person over 65 years of age (dog or cat only)	NC	
<b>6.3 Licensing of Dogs and Cats</b>	<b>Rate</b>	<b>Notes</b>
Dog or cat lifetime license or until change in ownership (includes microchip and registration)	\$30.00	
Dog or cat license no microchip must renew annually	\$75.00	Per year
Kennel License (in zoned agriculture areas only) (required for more than 3 animals excluding Livestock)	\$75.00	Per year

Special handlers license for unaltered animals, for each dog or cat over 3 and under 8, for each dog or cat, annual, in addition to each dog or cat license issued for lifetime or change of ownership	\$50.00	
Special handlers license for altered animals, for each dog or cat over 3 and under 8, for each dog or cat, lifetime, in addition to each dog or cat license issued for lifetime or change of ownership	\$50.00	
Reissue of lost or destroyed tag	\$2.00	
License for each dog or cat, Lifetime or change in ownership for persons over 65 years of age	NC	

## SECTION 7 BUILDING DEVELOPMENT PERMIT, INSPECTION

<b>10.0 Building Development Permit, Inspection, Plan Review and Code Enforcement Fees</b>		
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<b>10.1 Building, Electrical, Mechanical, and Plumbing Permits</b>	<b>Rate</b>	<b>Note</b>
Commercial Building Permit (All inclusive)	\$125.00 plus \$0.20 psf	
Commercial Remodel	\$125.00 plus \$0.05 psf	
Residential Building Permit (All inclusive)	\$50.00 plus \$0.15 psf	
Residential Remodel	\$50.00 plus \$0.03 psf	
Manufacturing/ Industrial Building Permit	\$300.00	Minimum
Plus per square foot	\$0.10	PSF first 5k sf
Plus per square foot	\$0.05	PSF next 20k sf
Plus per square foot	\$0.02	PSF over 25k sf
Demolition and House Moving Permit	\$50.00	Each
Uniform Building Code Commission Fee (\$4.00) + UBCC Administrative Fee (\$0.50)	\$4.50	Unless permit excluded
<b>7.2 Street Cut Permits</b>	<b>Rate</b>	<b>Note</b>

Sidewalk Replacement	\$20.00	Each
Curb Cut or Driveway Approach	\$25.00	Each
Asphalt Utility Cut	\$25.00	Each
Concrete Utility Cut	\$50.00	Each
<b>7.3 Mobile Home Permits</b>	<b>Rate</b>	<b>Note</b>
Does not include electrical or plumbing permits		
Inside Mobile Home Park	\$50.00	Per inspection of setup
<b>7.4 Swimming Pool Permits</b>	<b>Rate</b>	<b>Note</b>
Does not include electrical or plumbing permits		
Residential Swimming Pool	\$40.00	Each
Commercial, Multi-Family Swimming Pool	\$100.00	Each
<b>7.5 Signage and Billboards</b>	<b>Rate</b>	<b>Note</b>
Non-electric Signage: ground, pole, canopy, awning, wall, marquee and menu boards.	\$20.00 plus \$0.10 PSF	
Electrical Signage: ground, pole, canopy, awning, wall, marquee and menu boards.	\$40.00 plus \$0.15 PSF	

<b>7.6 Fuel Storage Tank Permits</b>	<b>Rate</b>	<b>Note</b>
Fuel Storage Tanks	\$100.00	Includes piping
Fuel Dispensing Pump	\$25.00	Each
<b>7.7 Inspection Fees</b>	<b>Rate</b>	<b>Note</b>
Re-inspection Fee (Normal Hours, upon 2 <sup>nd</sup> and subsequent re-inspections)	\$25.00	Per hour, 1 hour minimum
Inspection Fees scheduled outside of Normal Business Hours and weekends	\$40.00	Per hour, 2-hour Minimum
Gas Line Test/ Inspection Fee	\$25.00	Each in addition to permit
Sewer Tap Inspection Fee	\$25.00	Each in addition to permit fee
<b>7.8 Other Permit Fees</b>	<b>Rate</b>	<b>Note</b>
Garage/Yard Sale Permit Fee- Residential Property, limit 4 per 12-month period, requires application and license for each sale	NC	
Miscellaneous Permits (includes; storm shelters, awnings, fire work stands, fences, tents, siding, and all items not listed but governed by construction codes.)	\$25.00	Each



Roof Permit- Residential	\$40+\$0.50 per square	
Roof Permit- Commercial/Industrial	\$100+\$0.50 per square	
Transient Merchant/Itinerant Vendor License	\$35.00	Per Day
Burn Permit-Non-Agricultural, 5-days	\$10.00	
<b>7.9 Planning Commission</b>	<b>Rate</b>	<b>Note</b>
Planning Commission Applications	\$200.00	Each
Administrative Plat Approval (Lot splits, Small Plats)	\$125.00	Each
Special Use Permit (applicant pays for advertising)	\$200.00	Each
Administrative Zoning Clearance Permit	\$125.00	Each
Appeal of determination to Board of Trustees	\$100.00	
<b>7.10 Plan Reviews</b>	<b>Rate</b>	<b>Note</b>
Preliminary Plan Review (Residential)	\$50.00	Each
Preliminary Plan Review (Commercial)	\$100.00	Each
Preliminary Plan Review (Industrial)	\$150.00	Each
<b>7.11 Contractor Registration Fees</b>	<b>Rate</b>	<b>Note</b>
As required by state law		
Contractor, 1 <sup>st</sup> time registration	\$100.00 per license, plus \$50.00 for each Journeyman	
Contractor Renewal	\$50.00 per License, plus	
	\$25.00 for each Journeyman	
<b>7.12 Floodplain Management Fees</b>	<b>Rate</b>	<b>Note</b>
Floodplain development Permit	\$200.00	Each
Inspection Fee	\$25.00	Per inspection
<b>7.13 Penalty Fees</b>	<b>Rate</b>	<b>Note</b>
Failure to obtain permit	\$585.00	Assessed against company performing work. (Ordinance TR101524)
Failure to register	\$285.00	Assessed against company. (Ordinance TR101524)

## SECTION 8 TOWN LABOR AND EQUIPMENT FEES

8.1 Town Labor and Equipment Fees		
Dozer	\$125.00 per hour	Minimum 2 hours
Track hoe	\$125.00 per hour	Minimum 2 hours
Road Grader	\$125.00 per hour	Minimum 2 hours
Back-hoe	\$125.00 per hour	Minimum 2 hours
Large Tractor Mower	\$100.00 per hour	Minimum 2 hours
Riding Mower	\$60.00 per hour	Minimum 2 hours
Weed-eater and Operator	\$30.00 per hour	Minimum 2 hours
Chainsaw and Operator	\$30.00 per hour	Minimum 2 hours
Small Track-hoe	\$75.00 per hour	Minimum 2 hours
Work Truck	\$50.00 per hour	Minimum 2 hours
General Labor	Actual cost including benefits.	May include overtime
Materials used to repair damage to Town Infrastructure	Cost of materials plus 15% restocking fee	
Administrative Fee (in addition to other labor and equipment fees)	\$40.00	Per occurrence