

**CITY OF ASHEVILLE  
FEES & CHARGES SUMMARY**

**DEPARTMENT    Finance and Management Services**

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**CITY OF ASHEVILLE  
FEES & CHARGES MANUAL**

<b>DEPARTMENT</b>	Finance and Management Services	<b>DIVISION</b>	Accounting
<b>Revenue Name</b>	Adult Establishments - License Fees		
<b>Account Code</b>	11000031:442600		

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**Description of Revenue**

Revenue derived from licensing of adult establishments and entertainers.

**Fee Schedule**

Business Licenses (and Renewals):

Adult Bookstore	\$500.00
Adult Motion Picture Theatre	\$500.00
Adult Mini Motion Picture Theatre	\$500.00
Adult Live Entertainment Business	\$500.00

Entertainer License (and Renewals)	\$500.00
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**CITY OF ASHEVILLE  
FEES & CHARGES MANUAL**

<b>DEPARTMENT</b>	Finance and Management Services	<b>DIVISION</b>	Accounting
<b>Revenue Name</b>	Application Processing Fee		
<b>Account Code</b>	11000031:489000		

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**Description of Revenue**

Revenue derived from processing applications required by ordinance as a condition of licensing for pawnbrokers.

**Fee Schedule**

\$25.00

**CITY OF ASHEVILLE  
FEES & CHARGES MANUAL**

**DEPARTMENT** Finance and Management Services **DIVISION** Accounting  
**Revenue Name** Horse-Drawn Carriage Permits  
**Account Code** See Account Numbers Below

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**Description of Revenue**

Revenue derived from licensing of horse-drawn carriage operations.

**Fee Schedule**

Driver's Permit	\$25.00	11000031:442604
Carriage Permit	\$25.00	11000031:442602
Special Event Permit	\$115.00	11000031:482480

**CITY OF ASHEVILLE  
FEES & CHARGES MANUAL**

**DEPARTMENT** Finance and Management Services **DIVISION** Accounting  
**Revenue Name** Misc. - Late Charges on Accounts  
**Account Code** 11000031:489000

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**Description of Revenue**

Revenue derived from late charges on account receivable balances over 30 days old.

**Fee Schedule**

1 1/2% per month of unpaid balance over 30 days old.

**CITY OF ASHEVILLE  
FEES & CHARGES MANUAL**

**DEPARTMENT** Finance and Management Services **DIVISION** Accounting  
**Revenue Name** Returned Item Service Charge  
**Account Code** 11000031:482480

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**Description of Revenue**

Revenue derived from a fee assessed to cover the cost of collecting dishonored items.

**Fee Schedule**

Returned item service charge                      \$25.00

**CITY OF ASHEVILLE  
FEES & CHARGES MANUAL**

**DEPARTMENT** Finance and Management Services **DIVISION** Accounting  
**Revenue Name** Sale - Materials & Services - Accounting  
**Account Code** 11000031:489000

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**Description of Revenue**

Revenue derived from the sale of Comprehensive Annual Financial Reports (CAFRs).

**Fee Schedule**

\$15.00

**CITY OF ASHEVILLE  
FEES & CHARGES MANUAL**

DEPARTMENT Finance and Management Services DIVISION Accounting  
Revenue Name Taxicab Regulations  
Account Code See below

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**Description of Revenue**

Revenue derived from the issuance of certificates and permits for taxicab owners and drivers.

**Fee Schedule**

- A. Taxicab Owners' Certificates
  - 1. Issuance of Certificate of Public Convenience and Necessity \$25.00
  - 2. Application Amendment \$2.50
  - 3. Annual Renewal of Certificate \$5.00
  
- B. Taxicab Driver's Permit
  - 1. Issuance of original permit \$15.00
  - 2. Renewal/Transfer \$10.00

Account Numbers            A. 11000031:442602  
                                      B. 11000031:442604

**CITY OF ASHEVILLE  
FEES & CHARGES MANUAL**

**DEPARTMENT** Finance and Management Services **DIVISION** Accounting

**Revenue Name** Privilege License Fee - Electronic Gaming Business

**Account Code** 11000410:442600

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**Description of Revenue**

Revenue derived from business\privilege license permit fees paid for permits for all electronic gaming business.

**Fee Schedule**

Base fee \$1,000.00 per year; plus \$2,500.00 per machine added to the base fee.

**CITY OF ASHEVILLE  
FEES & CHARGES MANUAL**

**DEPARTMENT** Finance and Management Services **DIVISION** City Clerk  
**Revenue Name** Materials & Services -- Certified Copies  
**Account Code** 11000012:450000

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**Description of Revenue**

Revenue derived from sale of certified copies to the public.

**Fee Schedule**

\$3.00 for first page and \$1.00 for each additional page.

**CITY OF ASHEVILLE  
FEES & CHARGES MANUAL**

DEPARTMENT Finance and Management  
Services DIVISION City Clerk

Revenue Name & Services -- Record of City Council Meetings

Account Code 11000012:450000

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**Description of Revenue**

Revenue derived from sale of City Council agenda material, verbatim transcripts or duplications of recorded meetings.

**Fee Schedule**

A. Duplicates of City Council Meetings on Disc - \$3.00

B. Agenda Material

Formal Meeting: Actual Copy Costs

(All reports, etc. will be billed at actual costs in addition to regular material.)

C. All fees are to be paid in advance.

**CITY OF ASHEVILLE  
FEES & CHARGES MANUAL**

DEPARTMENT Finance and Management Services DIVISION City Clerk  
Revenue Name Domestic Partner Registry Fee -- Application Fees  
Account Code 11000012:450001

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**Description of Revenue**

Revenue derived from Domestic Partner Registry Fees

**Fee Schedule**

\$45.00 per registration

**CITY OF ASHEVILLE  
FEES & CHARGES MANUAL**

DEPARTMENT Finance and Management Services DIVISION City Clerk  
Revenue Name Other Domestic Partner Fee -- Application Fees  
Account Code 11000012:450001

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**Description of Revenue**

Revenue derived from affidavit of dissolution of Domestic Partner Registration.

**Fee Schedule**

\$45.00 per Affidavit.

**CITY OF ASHEVILLE  
FEES & CHARGES MANUAL**

<b>DEPARTMENT</b>	Finance and Management Services	<b>DIVISION</b>	See Below
<b>Revenue Name</b>	Sale- Materials & Services -- Xerox Copies		
<b>Account Code</b>	11000012:450000		

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**Description of Revenue**

Revenue derived from sale of xerox copies to the public.

**Fee Schedule**

See attached City fee policy.

**CITY OF ASHEVILLE  
COPY FEE POLICY**

1. The charge for copies of public records that are collected or available in pre-printed form and are for sale in such form shall be .03 per single-sided copy and .05 per double-sided copy. This charge shall not apply to copies made from the City of Asheville Code, but copies made from the City Code are subject to the other provisions of this policy. If records ordinarily collected or available in pre-printed form are not available at the time a request is made for them, copies of such records shall be made and charged in accordance with the other provisions of this Policy.
2. Copies of public records that are not otherwise collected or available in pre-printed form and that require an extensive use of clerical or information technology resources may be considered a special service and subject to an additional labor charge. The special service charge, if applicable, shall be \$18.00/hour, which approximates the hourly rate of pay plus fringe benefits for the position of Administrative Secretary in the City's pay schedule (effective July 1, 1997). Charges under this provision shall be imposed for every 6 minute increment or fraction thereof, but shall not relate back to the first 10 minutes (i.e.: \$2.15/6 minutes).
3. A fee of \$1.25 shall be charged for mailing copies of public records to any person, firm or corporation, unless the cost of postage exceeds \$1.00 in which case the fee for mailing shall be the actual postage plus \$1.22. The mailing fee shall be in addition to any other copying fee provided for herein.
4. Copies of public records may be requested during the normal working hours from the office or department being asked to furnish said records. Said records will be furnished as promptly as possible. Extraordinary requests will be fulfilled within 2 working days, unless the request will require more time to fulfill. The office or department fulfilling an extraordinary request will inform the person making the request of the estimated time for completion of the work, if possible, when the requested copies will be available, and what the estimated fee will be.
5. A list of records or documents collected or available in pre-printed form, together with the cost and the name and location of where such document is available, shall be maintained in each City department or office. Each City department or office that maintains pre-printed documents shall insure that at least one copy is furnished to the City Clerk's Office.
6. Any person requesting public records from any City department or office who is charged a fee that the requestee believes is unfair or unreasonable may

appeal to the City Manager. Nothing herein is intended to supersede any remedy available under G.S. 132-6.2 or other applicable law.

7. Nothing herein shall be construed to prevent or prohibit any person, firm or corporation that frequently requests copies of public records from entering into a written agreement with the City for reimbursing the City for costs thereof, provided that such agreement shall not be inconsistent with the provisions of G.S. 132-6.2.
8. The City Manager is authorized to adjust copy fees or make revisions to the copy fee policy based on changes in the City's cost of providing this service.

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James L. Westbrook, Jr.  
City Manager