TOWN OF IRMO
MASTER FEE SCHEDULE

DEPARTMENT/PROGRAM	DETAIL	FY 2025-2026 FEE
ADMINISTRATION		
FOIA Fee	Total prorated hourly compensation for lowest paid staff member who can complete the request	Variable
	Additional for digital media burned to CD/DVD	$ 5.00
	Per B/W printed copy	$ 0.10
	Per color printed copy	$ 0.25
Returned check fee	Per Check	$ 35.00
POLICE DEPARTMENT		
Administration	Collision & Incident Reports	FOIA Fee*
Officer	Security Services per Hour	$ 50.00
Officer	Traffic Control per Hour	$ 50.00
Officer	Holiday Rate (Traffic/Security) per Hour	$ 100.00

*Free to victims

Tickets/Fines

Handicapped Parking	$ 500.00
No Parking Zone	$ 50.00
Fire Lane	$ 200.00
Parked on Yellow Curb	$ 50.00
Blocking Street	$ 200.00
Blocking Sidewalk	$ 50.00
Parking within 15 ft of fire hydrant	$ 200.00
Blocking Crosswalk	$ 50.00
Blocking Driveway	$ 50.00

* Penalty of $25 if Handicapped Parking fine not paid within 5 days; all others $10 penalty if not paid within 5 days

PLANNING, ZONING , AND COMMUNITY DEVELOPMENT		
Zoning	Zoning Permit	$ 50.00
Zoning	Administrative Appeal	$ 100.00
Zoning	Variance, Special Exception, or Annexation Application	$ 100.00
Zoning	Verification Letters	$ 25.00
Permitting	Special Events Permit	$ 25.00
Permitting	Sign Permit	$ 50.00
Permitting	Communication Tower Permit (New Construction or Co-Location)	$ 200.00
Permitting	Moving a Building (No Construction)	$ 150.00

Permitting	Moving a Mobile Home; New, Used or De-Title	$ 165.00
Permitting	Appeals of Building Codes Application	$ 75.00
Permitting	Tree Removal Application	$ 25.00
Permitting	Tree Mitigation	$75/caliper inch
Permitting	Tree Mitigation for Clear Cutting	Max Fee of $10,000/acre
Permitting	Locating Small Cell Wireless on New Pole	$ 1,000.00
Permitting	Locating Small Cell Wireless on Modified or Replacement Poles	$ 250.00
Permitting	Locating Small Cell Wireless on existing poles or support structures	$ 100.00
Permitting	Vehicle Restoration Permit	$ 25.00

Building Permit Fees - Through CC&I

Residential Construction

All	$4.75/$1,000
Minimum Fee	$ 50.00
Plan Review	10% of permit
Driveway Fee	$20.00 per permit
Encroachment Fee	$ 50.00

Mobile Homes

New & Used	$ 165.00
De-Title	$ 165.00

Commercial Construction

Value of Work	**Permit Fee Amount**
Less than $5,000	$ 55.00
$5,001 to $100,000	$55.00 plus $9.50/$1,000
$100,001 to $1,000,000	$955.00 plus $4.25/$1,000
$1,000,001 to $5,000,000	$4,750.00 plus $3.20/$1,000
$5,000,001 and Up	$17,385.00 plus $2.15/$1,000
Plan Review	50% of Permit

Value of work shall be determined by the construction cost or by using the latest ICC Building Valuation Data using the South Carolina Multiplier

Penalties: Permit fees shall be doubled if construction begins prior to obtaining permits

Re-Inspection Fee

For 2nd and subsequent Inspections	$ 65.00

Permit Renewal and/or Update Fee

$53.00 per each renewal or minimum fee charged for permit. All permits expire 6 months after issuance or last inspection

Demolition & Moving Permit Fees

Commercial	$	155.00
Residential	$	105.00
Three Stories	$	225.00
Each Additional Story	$	30.00
Moving Permit	$	150.00

Subtrade Permit Fees

Electrical Permit	$4.75/$1,000 for jobs over $1,000 plus $50.00 base fee	
Gas Permit		
Mechanical Permit		
Plumbing Permit		
All other residential subtrades covered under Express Business License	$	500.00

*Unit is defined as any structure having a separate electric meter

Change of Occupant Fees

Up to 10,000 square feet	$	135.00
10,000 sf and up	$	235.00
Code Analysis Review	$	155.00

*A change of occupancy type for a building may require a code analysis to be completed by a registered architect. Please inquire with the Building Official for information.

Note: All permit fees other than new construction are calculated using contract dollar amount, copy of signed contract required.

Sediment Control & Drainage Plan Submittal Fees		
1 acre or less	$	50.00
1+ to 2 acres	$	100.00
2+ to 5 acres	$	150.00
5+ to 10 acres	$	200.00
10+ to 20 acres	$	250.00
20+ to 50 acres	$	300.00
50+ to 100 acres	$	350.00
100+ acres	$	400.00

Solid Waste & Stormwater Fees*	
January	$ 356.22
February	$ 327.49
March	$ 298.77
April	$ 270.04
May	$ 241.31
June	$ 212.59
July	$ 183.86
August	$ 155.13
September	$ 471.13
October	$ 442.40
November	$ 413.67
December	$ 384.95
Annual Solid Waste/Stormwater Fee	$ 356.22
Recycling Bin	$ 50.00

*Includes $344.72 annual solid waste fee, $8.00 annual stormwater fee, and $3.50 uniform service fee. Fees listed beside month reflect first time solid waste fees prorated for the remainder of the year. All fees are then paid via the annual county tax bill thereafter.

Business License					
In Town Rate Class	Income: $0-$2,000 (Minimum)	Over $2,000 per thousand	Out of Town Rate Class	Income: $0-$2,000 (Minimum)	Over $2,000 Per Thousand
1	$35.00	$0.90	1A	$70.00	$1.80
2	$40.00	$1.00	2A	$80.00	$2.00
3	$45.00	$1.10	3A	$90.00	$2.20
4	$50.00	$1.20	4A	$100.00	$2.40
5	$55.00	$1.30	5A	$110.00	$2.60
6	$60.00	$1.40	6A	$120.00	$2.80
7	$65.00	$1.50	7A	$130.00	$3.00
8.1	$30.00	$1.00	8.1A	$60.00	$2.00
8	See additional class 8 rate details below				
9.3	$200.00	$0.65	9.3A	$400.00	$1.30
9.41	$20.00	$1.75	9.42A	$100.00	$3.50

Declining Scale applies in all Classes for gross income in excess of $1,000,000

Gross Income in $Millions	Percent in Class Rate for Each Additional
0-1	100%
1-2	90%
2-3	80%
3-4	70%
Over 4	60%

Class 8 Additional Rates

Rate Class	Description	Rate
8.2	Railroad	Set by State Statute
8.3	Telephone Companies	MASC Telecommunications
8.4	Insurance Companies and Brokers	MASC Insurance
8.51	Amusement Machines, Coin Operated (Except Gambling)	$12.50 + $12.50/Machine
8.52	Amusement Machines, Coin Operated (Non-Payout)	$12.50 + $12.50/Machine
8.6	Billiard or Pool Rooms, All Types	$50.00 + $5 or $12.50/Table

Business Licenses expire April 30th. A 5% penalty accrues as of May 1st and each successive month thereafter.

FACILITY RENTAL

Amphitheater	Security Deposit	$ 500.00
	Daily Rental Fee	$ 1,500.00
Amphitheater (In-Town Church)	Security Deposit	$ 200.00
	Daily Rental Fee (first four hours)	$ 100.00
	Per hour after 4 hours	$ 25.00
Amphitheater (Out-of-Town Church)	Security Deposit	$ 500.00
	Daily Rental Fee (first four hours)	$ 250.00
	Per hour after 4 hours	$ 100.00
Gazebo (In-Town)	Security Deposit	$ 150.00
	Daily Rental Fee (first four hours)	$ 75.00
	Per hour after 4 hours	$ 25.00
Gazebo (Out of Town)	Security Deposit	$ 250.00
	Rental Fee per Hour	$ 125.00
Picnic Shelter (In-Town)	Security Deposit	$ 150.00
	Daily Rental Fee (first four hours)	$ 85.00
	Per hour after 4 hours	$ 25.00
Picnic Shelter (Out of Town)	Security Deposit	$ 250.00
	Daily Rental Fee (first four hours)	$ 300.00
	Per hour after 4 hours	$ 100.00

TOWN EVENT VENDOR FEES

Food Vendors		
	1-5 Items	$ 350.00
	6-10 Items	$ 450.00
	11-15 Items	$ 550.00
General Vendors		
	1 Item	$ 25.00
	2-5 Items	$ 50.00
	6-10 Items	$ 100.00
	11 or more items	$ 250.00

Vendor Fees for the Lexington Medical Center Okra Strut are available at okrastrut.com

OTHER CHARGES & FEES		
Hospitality Tax	Richland County	1% of monthly gross receipts on sale of prepared foods
	Lexington County	2% of monthly gross receipts on sale of prepared foods
Rental Registration		$ 250.00
Rental Registration Late Fee		$ 500.00
Set-Off Debt Collection		$ 25.00
Replacement of Trees removed from Public Property		$ 300.00
Request to close, acquire or use a municipal street right-of-way		$ 100.00
Small Cell Wireless	Annual Fee for Placement on an existing pole	$ 100.00
Small Cell Wireless	Annual Fee for Placement on a new pole	$ 200.00
Small Cell Wireless	Annual Fee for Placement on a Municipal Pole	$ 50.00

All fees shown herein are maximums. The Town Administrator reserves the right to reduce or eliminate fees on a case-by case basis.