

# Annexation

THE CITY OF RALEIGH



Methods

Purposes

Services

Costs



---

## **Annexation — the City of Raleigh**

Methods of Annexation.....	3
Purposes of Annexation .....	5
Services upon Annexation .....	6
Costs of Annexation.....	14
Taxes & Fees .....	18-19



*This brochure provides general information concerning annexation into the Raleigh city limits. For further inquiries, call the City of Raleigh Planning Department at 516-2626.*

## Methods of Annexation

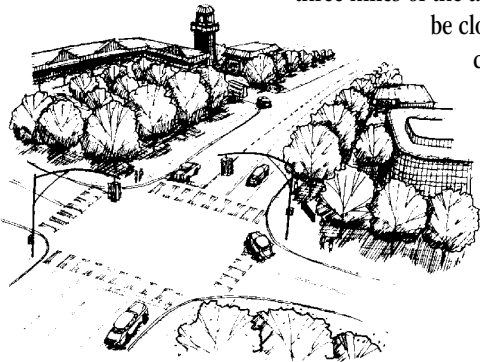
### **Petition of Contiguous Area**

North Carolina legislation recognizes the extension of municipal boundaries as a desirable mechanism to promote sound urban development and to assure adequate provision of public services to urbanizing areas. Cities are allowed to expand their corporate limits through four different methods:

### **Petition of Non-Contiguous Area** *(Satellite Area)*

A city is allowed to annex properties contiguous to the municipality's primary corporate limits if it receives a petition signed by 100 percent of the property owners in the area to be annexed.

A city is allowed to annex non-contiguous properties if it receives a petition signed by 100 percent of the property owners in the area to be annexed. A portion of the satellite area must be within three miles of the annexing city. No portion of the satellite can be closer to the primary boundaries of another city than it is to the primary boundaries of the annexing city. The City of Raleigh is exempt from this proximity to another city criteria if the satellite site is an area the closer municipality has agreed not to annex under a formal annexation agreement. For all satellite areas, the annexing city must be able to provide municipal services to the area.



Petition annexations require a public hearing. The largest number of annexations are made by petition of property owners and generally involve vacant properties that are proposed for urban development in the near future and need municipal services.

---

## **City-Initiated Annexation**

*(Subject to Development Standards and Service Requirements)*

Cities are allowed to annex contiguous areas which are developed for urban purposes as defined in the General Statutes of North Carolina. For cities with over 5,000 persons, an area developed for urban purposes, generally speaking, meets any one of the following standards: 1) Has an average population density of 2.3 persons per acre; 2) Has an average population density of one person per acre with 60 percent of acreage in lots less than three acres and with 65 percent of lots less than one acre in size; 3) Has 60 percent of all lots developed for residential, commercial, industrial, institutional or governmental purposes with 60 percent of the undeveloped and residential acreage in lots three acres or less in size; 4) Is the entire area of any county water and sewer district as long as certain contract provisions are met; or 5) Has all lots developed for commercial, industrial, governmental, or institutional purposes.

Cities proposing annexation under this method must prepare detailed reports showing how the qualification standards are met and how the City plans to extend and finance the delivery of municipal services to the area upon annexation. The City must be capable of providing the area with services equal to those currently provided within the existing city. This method of annexation requires property owner notification and a public information meeting followed by a public hearing. Generally, City-initiated annexations are larger in area than petition annexations and take place after development has occurred.

## **Legislative Action**

Annexation areas may be approved by the North Carolina General Assembly. This method of annexation is more likely to be used when unusual circumstances exist and the municipal boundaries cannot be expanded under any other method.





## Purpose of Annexation

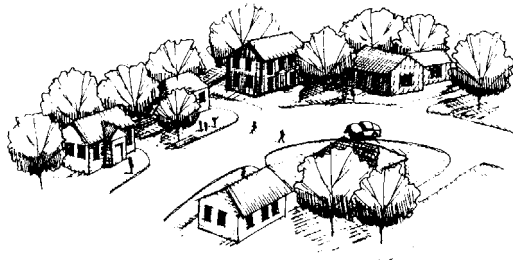
### **Benefits to the City**

Annexation provides a better match between the recipients and payers of urban services. Annexation ensures the orderly and efficient delivery of services to areas which are developed to urban densities. A significant benefit also occurs in the form of additional revenues generated by an increased tax base.

### **Benefits to the Property Owner**

When an area is annexed into the city, the property owners and residents receive City services on the same basis as property owners and residents already within the city limits.

Although an annexed property is subject to City taxes, potential savings may occur in the form of reductions in water and sewer rates for existing Raleigh utility customers, reduction in residential solid waste collections costs, and elimination of the Wake County tax levy for fire protection services. Local property taxes may be deducted from federal income taxes, whereas fees for private services may not.



## Services upon Annexation

### Police Protection



All Raleigh residents are served by the Raleigh Police Department. The Police Department is organized into six geographic service districts with a station house in each district. The primary objectives of this district system are increased police accountability and enhanced interaction with residents, community groups, and businesses. Through the use of a rotating shift system, the districts are patrolled 24 hours a day. Persons needing emergency assistance from the police may call “911” to have an officer or other assistance dispatched to their location. District station houses can provide information about community watch programs and other crime prevention measures.

The Police Department also provides special services such as criminal investigations, records, crime prevention/community relations, and targeted community policing programs such as Traffic Enforcement and the Horse Patrol. The Police Department also administers the school crossing guard program. The City’s animal control officers, who enforce the City’s leash law and the animal control ordinance, are also a part of the Police Department. Call 890-3335, the Police Information Desk, for further information on Police Department services.

---

## **Fire Protection**

The City of Raleigh maintains fire stations throughout the City in order to ensure the fastest possible response in case of fire. In some instances, the City is required to contract with a rural fire department to assist in providing firefighting services to newly annexed areas.



Each fire station is responsible for a specific area. Other fire stations provide backup assistance. Every station also provides First Responder emergency medical and rescue service. In case of a fire or other emergency, the person calls “911” and the proper assistance will be dispatched. Response time from the time the call is received averages approximately four minutes.

Other services of the Raleigh Fire Department include inspections of buildings to ensure compliance with fire code standards, fire prevention and education services, Urban Search and Rescue, and hazardous materials management services. Call 831-6115 for further information on Fire Department services.

## **Street Maintenance**

Public streets are kept in good repair by the Street Maintenance Division of the Public Works Department. This division patches potholes and other pavement failures, cleans streets on a routine basis, repairs curbs and gutters when needed, and maintains the City’s storm drainage system within the public right-of-way. City acceptance for maintenance of new streets is contingent on completion of street construction in accordance with subdivision regulations and design standards. Existing State maintained public roads in an annexation area will continue to be maintained by NC Department of Transportation until requested and approved for deletion from the State System.

## **Street Resurfacing and Street & Sidewalk Improvements**

Once a street has been accepted by the City, it is eligible for resurfacing on a continuous basis if it is a standard City street. Generally, only streets that have curb and gutter are standard City streets.

---

When public streets have not been built to City standards, residential property owners may petition to have their streets repaved by the City as an assessment project if it is determined that the street can be repaved economically and successfully. The decision on whether to resurface a street is based on the condition of the pavement, the amount of money available, and the volume of traffic the street carries. (See pages 18-19 for current street resurfacing assessment rate.)

Once a street is within the city limits, improvements may also be considered through the City's street and sidewalk construction improvement program. Property owners may petition the City as an assessment project to have sidewalks installed or to improve substandard streets to standard City streets with paving, drains, and curb and gutter. (See pages 18-19 for current street or sidewalk construction assessment rates.) In order for the petition to be valid, it must have at least 50% participation from the property owners who own at least 50% of frontage along the petitioned improvement. Semi-annually, valid petitions are prioritized by the City based on set criteria and submitted to the City Council for consideration and approval.

The City Council also has the authority to initiate resurfacing, street or sidewalk improvements as an assessment project. Call the Public Works Department at 890-3030 for further information on street resurfacing and street and sidewalk construction improvements and assessment policies.

## **Transportation Services**

The Public Works Department installs and maintains street name signs, traffic signs, pavement markings and traffic signals on all City streets. Upon annexation, the City will install standard street name signs, traffic signs and traffic signals (if warranted) in the newly annexed areas. Through the Vision Obstruction Program, Public Works also ensures adequate visibility is maintained at street intersections. Call the Public Works Department at 890-3030 for further information on these transportation services.





---

The Public Works Department also administers a Traffic Calming Program which evaluates speeding concerns on neighborhood streets. Streets and neighborhoods with demonstrated speeding problems are eligible for improvements that emphasize reasonable vehicle speeds and encourage bicycling and walking. The Raleigh Police Department works jointly with Public Works on enforcement and education in the evaluation areas. Call the Public Works Department at 516-2155 for further information on this program.

The Public Works Department administers the Capital Area Transit (CAT) public transportation system. System routes are established by the Raleigh Transit Authority, the policy-making body for the transit system. Transit service improvements and expansions are based on demand for service and the projected cost of service versus potential revenue to be collected. Public Works also administers the Accessible Raleigh Transportation (ART) program which provides transportation services to Raleigh's disabled citizens within the city limits. Call the Public Works Transit Division at 831-6785 for further CAT information and 890-3459 for further ART information.

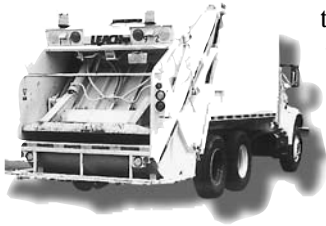
## **Street Lighting**

The City's street lighting program is also administered by the Raleigh Public Works Department. The City has agreements with Progress Energy, Duke Power and Wake Electric Membership Corporation to install and maintain street lights. The City has a uniform level of street lighting service throughout the City. Standard City street lighting consists of high-pressure sodium cut-off fixtures and wood poles.

The City will authorize the appropriate power company to install street lighting on all City streets within annexation areas. On private streets, street maintenance and street lighting are the responsibility of property owners and homeowner associations. After request of property owners, the City will evaluate private street lighting systems for possible participation in the City's public/private reimbursement program. Call Public Works at 516-2155 for further information on streetlighting.

---

## Solid Waste Services



Most residences receive once per week garbage, yard waste and recycling collection at the curb all on the same day each week. (See pages 18-19 for current fee charges for all solid waste collection services.) Collections are normally made by Solid Waste Services but the City may contract with private waste collection firms pursuant to State annexation requirements.

### Garbage

Residents are issued a 96-gallon cart to take garbage to the curb for weekly collection. The City uses four collection zones: northwest, northeast, southwest and southeast. Weekly collection days are Tuesdays in the northwest zone, Wednesdays in the northeast zone, Thursdays in the southwest zone, and Fridays in the southeast zone. Residents can sign on to the city's web site to determine their collection day. Options residents can undertake for disposing excess trash include recycling more items; contacting the City of Raleigh to arrange for "Bulky Item Collection" or "Special Load Pickup" service; taking the items to the Wake County Convenience Center, 10208 Deponie Drive off Durant Road in north Raleigh or the South Wake Municipal Solid Waste Landfill, 6300 Old Smithfield Rd., Apex, NC 27502, at no charge; or purchasing an additional garbage cart from the City for \$40. For a fee, garbage collection may be provided twice a week for residential apartment complexes using the dump-master system or once a week using the roll-off compactor system.

### Bulky Item Collection

For occasional attic/garage cleaning, bulky item collection is available on demand. Residents are not charged a fee to use this service once every 90 days. Residents must call 831-6890 to set up an appointment *before placing items at the curb*. A load at a single address is limited to four (4) cubic yards (about a regular pickup truck load size). Examples of acceptable items are grills, push mowers, leaf blowers, microwaves, vacuum cleaners, bicycles, and sofas. Examples of unacceptable items include regular bagged garbage, appliances, yard waste, automobile parts, and batteries. Residents are asked to accumulate several items before scheduling a collection to maintain the efficiency of operating the program.

### Special Load Pickup

Special pickups of large amounts of trash (such as appliances, furniture, carpeting, etc.) may be arranged for a fee of \$50. Residents may call (919)890-3798 for a recorded message with additional information about this service. To arrange a Special Load Pickup call 831-6890. This service is a residential service and not available to businesses or commercial entities.



## Recycling



Residents are issued an eighteen gallon sized recycling bin for their recyclable materials. Residents place recyclable items in the recycling bin for curbside collection. (All paper materials should be stacked on top of the other recyclable materials in the bin before securing the straps over the bin to prevent littering.) Recyclable materials accepted at the curb include newspaper and all inserts, magazines and catalogs, white paper, aluminum beverage cans and clean aluminum foil, metal food cans, all plastic bottles and soft flexible plastic beverage rings, glass food and beverage containers, 3' x 3' pieces of flattened corrugated cardboard, flattened paper board and SBS board (such as cake, cracker and cereal boxes), gable top cartons (such as milk cartons), and drink boxes. These materials—along with inkjet and toner cartridges and cell phones and accessories are also accepted at the City's seven drop-off recycling centers. Computers and any other electronic equipment that can be attached to a computer are also collected for recycling by appointment. Residents call 831-6890 before placing the equipment at the curbside.

## Yard Waste Recycling



Yard waste materials include grass clippings, hedge cuttings, branches, and leaves. The materials should be placed in permanent containers, clear plastic bags or biodegradable paper waste bags. Yard waste placed in black or brown plastic bags will not be collected as it is banned from disposal in NC landfills and our crews cannot see through these bags. Tree limbs and brush that are too large to be placed in a permanent container or bag may be tied in bundles of not more than 5 feet in length and 18 inches in diameter and weighing less than 75 pounds before placing at the curbside. The City also operates the Yard Waste Center, a recycling facility at 900 N. New Hope Road. Residents may take their yard waste directly to the facility for a fee. Residents may also purchase recycled yard waste materials such as wood chips, mulch, or compost at this facility.

Call 831-6890 for further information on solid waste collection services.

## Seasonal Leaf Collections

During the fall and winter months (November - February), the Street Maintenance Division picks up leaves raked to the curb. Leaves are generally collected twice in each neighborhood.



## **Stormwater Drainage**

The City maintains drainage facilities within the City street rights-of-way, while property owners are responsible for maintenance of drainage facilities, such as pipes and streams, on their properties. Drainage problems on private property involving severe erosion or flooding of homes or businesses may qualify for assistance through the City Storm Drainage Policy. Additional information on this policy can be obtained by calling the Stormwater Management Division at 890-3940.



The City implemented a new stormwater utility in March of 2004. Stormwater fees will be included as part of the City's bimonthly utility bill and will be based on the amount of impervious surfaces such as rooftops, parking lots, driveways, sidewalks, and other hard surfaces contained on a parcel of land. (See pages 17-18 for stormwater fees.) These fees will enable the City to construct several major public drainage improvement projects, to provide for additional maintenance of the public stormwater system, and to manage the quality of local streams and lakes and to generally be more proactive in

the prevention of new stormwater problems. For additional information on the City's Stormwater Management Program, call 890-3931. on this policy can be obtained by calling the Stormwater Management Division at 890-3940.

The City implemented a new stormwater utility in March of 2004. Stormwater fees are included as part of the City's bimonthly utility bill and are based on the amount of impervious surfaces such as rooftops, parking lots, driveways, sidewalks, and other hard surfaces contained on a parcel of land. (See pages 18-19 for stormwater fees.) These fees will enable the City to construct several major public drainage improvement projects, to provide for additional maintenance of the public stormwater system, and to manage the quality of local streams and lakes and to generally be more proactive in the prevention of new stormwater problems. For additional information on the City's Stormwater Management Program, call 890-3940.

---

## Parks and Recreation

Raleigh's Parks and Recreation Department is a professionally managed network of facilities and programs. The City of Raleigh is home to a Parks System of over 8,800 acres, and a full-service Recreation program, featured at over 200 City owned and operated facilities. With 29 staffed community centers we are able to provide diverse, leisure activities for all ages and abilities. Our two Art Centers, Sertoma and Pullen, offer art enthusiasts numerous opportunities to create and perform. Our lakes, Johnson, Shelley and Wheeler, offer fishing, boating, rowing, summer camps, and many special events. Since the adoption of the Capital Area Greenway in 1976, the nationally recognized greenway system has evolved into 60 miles of trails. The Capital Area Greenway System also includes 3,300 acres that serve as conservation buffers, air purifiers and noise regulators in a growing, urban environment.



The Parks and Recreation Department sponsors a variety of programs, activities, and special events in the areas of Adults and Senior Adults, Adventure, Aquatics, Arts, Athletics, Community Centers, Computers, English as a Second Language, Lakes, Nature, Specialized Recreation Services, Summer Camps, Teens, Tennis, and Youth. In addition, the Corporate Leisure Services program offers full-service planning for local businesses and organizations for events such as company picnics, team building exercises, and corporate meetings. For up to date information about our programs and facilities call 872-4115 for park facility inquiries, 831-6640 for recreation program inquiries, or 807-5287 for greenway and park planning inquiries.

## Other Services

Many other services are available to City residents through the Planning Department, the Community Services Department, the Community Development Department, Public Affairs, Administrative Services, Information Services, and others. For more information on City services, please contact the Public Affairs Department at 890-3100 (voice) or 890-3107 (TDD for persons with hearing impairments) or visit the City of Raleigh website at [www.raleighnc.gov](http://www.raleighnc.gov).

---

## Costs of Annexation

Actual annexation-related costs will vary with each property owner.

In general, all annexed property owners will pay City property taxes in addition to County property taxes. If applicable, annual City motor vehicle license fees and City dog/cat tag fees also will be due. Many businesses also will be responsible for paying local business license taxes. Monthly solid waste fees are charged for residential properties. Monthly stormwater fees are charged for all properties.

Property is taxed on a fiscal year basis that begins on July 1 and ends the following June 30. City tax rates are reset annually based on the City's adopted budget for the coming fiscal year. (See pages 18-19 for current property tax rates, City motor vehicle license fees, and City dog/cat tag fees, and residential solid waste fees.)

### **Water & Sewer Utility Assessments and Fees**

When the City of Raleigh annexes an area by City-initiated action, the City is required to make water and sewer services available to newly annexed properties if requested. The cost of installing water and sewer lines is assessed to the properties which are adjacent to the lines and are capable of connecting to the City system. The assessment fee can be based on either a "fee per foot," a "fee per lot," or a "fee per acre" depending on method approved by City Council. In residential subdivisions fees are often calculated on a fee per lot basis, with all lots paying the same amount.

When utilities are made available to an annexed property, the assessment fee must be paid regardless of whether the property owner connects to the service. (See pages 18-19 for current water and sewer assessment rates.) Assessment fees may be financed over a 10-year period at six percent interest. The assessment rates are adjusted annually. For properties outside the city limits where water and sewer lines are already available to the property, a fee-in-lieu of assessment may have been set. This fee is due upon tapping onto the line or upon annexation whichever comes first. Call the Public Works Department at 890-3030 for public utility fee-in-lieu of assessment information.

---

The City must complete installation of major utility lines (lines 12 inches or larger in diameter) needed to serve a City-initiated annexation area within two years following the annexation. Also, if the owner of an occupied dwelling unit or operating commercial or industrial property files a utility extension request within 5 days after the annexation public hearing, the City must provide for the extension of utility lines to the property or a point on a public street or road right-of-way within two years from the date of the annexation. After annexation, requests for water or sewer service will be handled on a first -come, first- serve basis.

The choice of connecting to available City utility lines rests with the property owner. Connection fees include acreage fees, which are charged to recover a portion of the cost of constructing larger major water or sewer lines serving an area; tap fees, which are charged to cover the cost of the service line from the utility main within the street right-of-way to the property line; nutrient reduction sewer use fees, which are charged to recover a portion of the cost involved in removal of nutrients in the wastewater treatment process; and meter installation fees to cover cost of installing water meter. (See pages 18-19 for utility connection fees for residential dwelling units.)

Current acreage, tap, nutrient reduction, and meter installation fee charges are also available from the Inspections Department at 516-2176 for commercial properties and 516-2567 for residential properties. When the City of Raleigh annexes an area through the petition annexation process, developers or property owners are responsible for utility extensions or installations.

If a property is already receiving water and sewer service from the City of Raleigh when annexed, assessment fees and tap fees have already been paid or were included as part of the property's initial development costs. When a property already receiving service is annexed, bimonthly water and sewer rates will be cut by 50 percent.

---

## **Street & Sidewalk Assessments**

If a street or sidewalk construction project was previously undertaken by the City for improvement of public right-of-way adjacent to a newly annexed property, then a fee-in-lieu of assessment may have been set for the property adjacent to the improvement. This assessment charge becomes due upon annexation into the city limits. Call the Central Engineering Department at 890-3030 for further information on fee-in lieu of assessment information.

## **City Tax Billing (Real & Personal Property)**

The effective date of City-initiated annexations is generally set for June 30. In this case, newly annexed property owners will pay their first City tax bill for a full year of City services running from July 1 through June 30. This bill is mailed in July or August and is payable without penalty through December. The property tax listing and billing process works as follows:

**January** All real property in Wake County is permanently listed and any improvements are reviewed and assessed based on building permits as well as on site inspection information. All non-permitted real estate improvements, business personal property and individual personal property (mobile homes, boats, boat motors, aircraft and unlicensed vehicles) as of January 1 of each year must be listed by the property owner during the month of January. Property owners who are annexed will be billed based on the same information used for their county taxes on the same property. The Wake County Revenue Department handles all property tax billing for the City of Raleigh.

**June** City Council sets the City property tax rate for the fiscal year beginning July 1 and ending June 30.

**June 30** This is the effective date of annexation. City services begin.

**July through August** Property tax bills (including both the City and the County tax bill) will be mailed to City property owners by the Wake County Tax Office. The tax bills will reflect the cost of services delivered to property owners July 1 through June 30.



---

September 1	Property tax bills are due.
September through December	Taxes may be paid to Wake County Revenue Department without penalty.
January 5	Last date on which property taxes may be paid without interest penalties.

Newly annexed property owners may need to make arrangements with their mortgage companies for establishing proper escrow accounts, if applicable, for meeting local tax liabilities. Otherwise, property owners may be faced with a cost increase with a minimum amount of time to provide adequate escrow accounts to the mortgage company.

When properties are annexed with an effective date other than June 30, property owners are billed for a prorated portion of taxes based on the proportion of the fiscal year the property is within the city limits.

**City Tax Billing  
(Licensed  
Vehicles)**

Licensed vehicle property taxes are billed by the Wake County Revenue Department throughout the year following issuance or renewal of vehicle registration by the NC Department of Motor Vehicles. City property taxes will be included in this billing if the vehicle owner's residence is in the city limits on the date that the vehicle registration is issued or renewed. An annual Raleigh vehicle fee will be charged in addition to the vehicle property taxes.



## **Current Taxes and Fees Referenced in "Annexation — City of Raleigh"**

### **Property Taxes:**

City of Raleigh property tax rate (fiscal year 2008-2009):

37.35 cents per \$100 taxable real and personal property

Wake County property tax rate (fiscal year 2008-2009):

53.40 cents per \$100 taxable real and personal property

**City Motor Vehicle License Fee:** \$25.00 per vehicle

**Cat/Dog Fees:** \$7.00 per spayed/ neutered pets 4 months of age or older; \$14.00 per fertile pet 4 months of age or older

**Business License Taxes:** Call Revenue Division at 890-3200 for information.

### **Fees for extending water and sewer service (FY 2008-2009):**

Water assessment rate:.....\$33.79 per foot

Sewer assessment rate:.....\$47.12 per foot

Water acreage fee:.....\$303 /residential unit

Sewer acreage fee:.....\$303 /residential unit

¾" Water tap fee:.....\$2,151 /residential unit

4" Sewer tap fee:.....\$2,690 /residential unit

Utility service initiation fee:.....\$50 /service (due in first bill)

⅝" or ¾" meter installation fee:.....\$183 /meter

Nutrient reduction sewer use fee:.....\$377 /single family residential unit

Nutrient reduction water use fee:.....\$500 /single family residential unit

Above assessment fees may be financed over a 10 year period at 6% interest;

Above tap fees may be financed over a 5 year period at 8% interest. This financing of tap fees applies only to owner occupied residential structures or to the only home owned in Raleigh even if the property owner does not reside in it.

Above acreage, tap, and nutrient reduction fees are for typical residential uses. Call Public Utilities at 857-4540 or Inspections at 516-2176 for acreage, tap, nutrient reduction, and meter installation fees for non-residential uses.

**Street resurfacing assessment rate (FY2008-2009):** \$ 4.50 per foot

### **Street and sidewalk construction assessment rates (FY2008-2009):**

Streets:

Residentially zoned.....\$32.00 per foot

Nonresidentially zoned.....\$64.00 per foot

Sidewalks:.....\$6.00 per foot

Above street resurfacing, street and sidewalk assessment rates may be financed over a 10 year period at 6% interest.



**Solid waste collection fees:**

\$10.30 per month per single family residential unit receiving standard solid waste pickup (includes \$2.60 fee per month for recycling). Contact Solid Waste services at 831-6890 for collection fees applicable to multifamily complexes utilizing Dumpster or Roll-Off containers and “igloo” recycling containers.

**Yard Waste Center Fee:** \$25.00 per ton with a minimum charge of \$6.24 for residents and \$12.50 for commercial customers.

**Special load (trash) pickup:** \$50.00 per load

**Stormwater Fees**

*For single family or townhome units:*

- With <1000 sq. ft. of impervious surface:..... \$1.60 per month
- With 1000 to 3870 sq. ft. of impervious surface: ..... \$4.00 per month
- With 3871 to 6620 sq. ft. of impervious surface: ..... \$6.80 per month
- With 6621 to 9500 sq. ft. of impervious surface: ..... \$11.60 per month
- With >9501 sq. ft. of impervious surface: billed at rate shown below for *Other Properties*

**Other Properties** (Commercial, apartment complexes, etc.):

\$4 per month for each 2,260 sq. ft. of impervious surface.

*Above taxes and fees subject to change July 1, 2009*

*Revised 7/8/08*

