

1 19A NCAC 03K .0101 is adopted under temporary procedures with changes as follows:

2
3 **SUBCHAPTER 3K – DIVISION HEARING FEES**

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5 **19A NCAC 03K .0101 ASSESSMENT OF ADMINISTRATIVE HEARING FEES**

6 (a) The Division shall provide notice to the applicant of a right to an administrative hearing, the procedure for
7 requesting a hearing, the applicable fee for a hearing, notice on how to proceed as an indigent, and the statutory
8 deadline, if any, to timely request a hearing.

9 (b) The fee for each type of hearing provided by the Division shall be set forth in 19A NCAC 03K .0102.

10 (c) A hearing request shall be submitted in writing and shall include the applicable fee listed in the Division’s notice
11 to the ~~applicant~~ applicant, as ~~listed~~ provided in Paragraph (a) of this Rule. A request for hearing ~~will~~ shall neither
12 be accepted by the Division nor be considered received within any required deadline noticed to the applicant
13 under Paragraph (a) of this rule if the hearing request is not completed or the hearing request does not include the
14 applicable hearing fee, except as provided under Paragraph (j) of this Rule. A written hearing request sent via
15 U.S. Mail shall be deemed timely only if this request is postmarked prior to the statutory deadline, if any as
16 provided in Paragraph (a).

17 (d) The Division shall take no action on ~~the a~~ request or hearing until the required fee is paid in full, except for the
18 following hearings scheduled by the Division due to the nature of the alleged offense, charge, or violation:

19 (1) A a hearing conducted to review an applicant’s compliance with the requirements and obligations
20 of the Ignition Interlock Program ~~when~~ if the applicant is licensed pursuant to a conditional
21 restoration agreement with the ~~Division.~~ Division;

22 (2) ~~A~~ a hearing conducted to determine the applicant’s compliance with the requirements and obligations
23 of the applicant’s probation or conditional restoration agreement with the ~~Division.~~ Division; or

24 (3) ~~Hearings related to violations of an alcohol concentration restriction conducted if the alleged~~
25 ~~violation was received on a report from an ignition interlock service provider.~~

26 (3)(4) ~~Motor~~ a hearing related to motor vehicle dealer license or sales representative license ~~hearings~~
27 conducted pursuant to G.S. 20-296 for hearings related to a previously-issued license.

28 If the Division takes no adverse action at a hearing listed in this Paragraph, the Division shall not charge a
29 hearing fee to the applicant. If adverse action is taken by the Division following the hearing, the applicant shall
30 pay the required hearing fee set forth in 19A NCAC 03K .0102. This hearing fee shall be paid no later than 30
31 calendar days after the date the hearing is held or the decision is issued by the Division, whichever is later. An
32 applicant who fails to pay the hearing fee within the required 30 calendar day period shall be considered past due
33 and subject to the provisions of ~~Article 6B of Chapter 147.~~ G.S. 147, Article 6B.

34 (e) Upon receipt of a written hearing request and the full payment for the required hearing fee, within any deadline, if
35 applicable, ~~any~~, noticed under Paragraph (a) of this Rule, the Division shall send the applicant written notice of the
36 scheduled hearing, including the time, date, and location of the hearing and notice of the time period for an
37 applicant to cancel a hearing request in order to receive a partial refund under Paragraph (g) of this Rule.

1 (f) ~~The Division shall cancel any hearing upon notification that a hearing fee payment has been returned to the~~
2 ~~Division due to insufficient funds from the applicant's financial institution. A notice of the hearing cancellation~~
3 ~~shall be sent to the applicant. Upon cancellation, any pending adverse action against the applicant previously~~
4 ~~stayed as part of the hearing process shall be placed into effect by the Division five days after date of notice is~~
5 ~~mailed per G.S. 20-48. Upon notification that a hearing fee payment has been returned to the Division due to~~
6 ~~insufficient funds from the applicant's financial institution, the Division shall notify the applicant of the~~
7 ~~insufficient funds and that failure to pay the hearing fee constitutes a waiver of the hearing. This notification shall~~
8 include:

9 (1) the amount of the hearing fee owed by the applicant to proceed with the requested hearing;

10 (2) a date upon which the applicant shall submit the required hearing fee to the Division (noticed date),
11 which shall not be less than 10 calendar days from the date of the notification;

12 (3) the type of money payment accepted by the Division, including certified check, money order, or
13 other secured methods of payment accepted by the Division;

14 (4) notice that if the hearing fee is not received by the Division by the noticed date, the written request
15 for hearing pursuant to Paragraph (c) of this rule will be considered withdrawn; and

16 (5) notice that any pending action by the Division upon which the applicant requested a hearing shall
17 be placed into effect if such hearing fee is not paid by the noticed date.

18 An applicant's failure to pay the hearing fee by the date contained in the notification letter shall be considered a
19 withdrawal of the request for a hearing. A hearing fee paid via U.S. Mail shall be deemed timely only if the
20 payment is postmarked prior to the noticed date.

21 (g) A hearing fee shall be non-refundable unless the Division receives a written notice from the applicant seeking to
22 cancel the hearing postmarked at least 10 business days prior to the scheduled hearing date, except as listed in
23 Paragraph (h) of this Rule. The hearing fee, less a processing fee listed in Paragraph (m) of this Rule, ~~will~~ shall
24 be refunded. If on the actual date the written hearing request is postmarked or received by the Division, whichever
25 occurs first, the applicant is not eligible for the hearing requested, the applicant shall be entitled to a refund of the
26 hearing fee minus the processing fee listed in Paragraph (m) only if a written request to cancel the hearing is
27 postmarked at least 3 calendar days prior to the scheduled hearing date. If the applicant is eligible for a hearing
28 when the hearing request is post-marked or received by the Division, whichever occurs first, and the applicant
29 later becomes ineligible for the requested hearing prior to the actual hearing, the applicant is eligible for a refund,
30 minus the processing fee in Paragraph (m), only if the Division receives a written notice from the applicant seeking
31 to cancel the hearing postmarked at least 10 business days prior to the scheduled hearing date. An applicant's
32 notice to cancel a hearing shall be mailed to: Division of Motor Vehicles, Attn: Administrative Support Unit,
33 3118 Mail Service Center, Raleigh, NC 27699-3118. Any notice to cancel a hearing postmarked less than 10
34 business days prior the hearing shall cancel the previously scheduled hearing and the applicant shall not be eligible
35 for a refund of the hearing fee.

36 (h) A hearing fee paid pursuant to 19A NCAC 03K .0102(a)(17) shall be non-refundable.

1 (i) The Division may waive the administrative a hearing fee when an applicant is indigent. An applicant seeking relief
2 as indigent from an administrative hearing fee shall submit a completed and notarized Affidavit of Indigence as
3 prescribed by the Division. The applicant may obtain a copy of the Affidavit of Indigence from the Division’s
4 website (www.ncdot.gov/dmv/). The Affidavit of Indigence shall be posted by the Division in English and
5 Spanish. A written hearing request that includes a completed and affirmed Affidavit of Indigence that is received
6 by the Division within the deadline noticed under Paragraph (a) of this Rule ~~is~~ shall be considered a timely request
7 for hearing. An applicant may face criminal ~~and/or~~ and civil penalties for submitting a false affidavit.

8 (j) Upon receipt of the Affidavit of Indigence, the Division shall determine whether the applicant is eligible for a
9 waiver of the hearing fee required under Paragraph (c) of this Rule.

10 (k) ~~Criteria the~~ In evaluating the Affidavit of Indigence, the Division shall ~~utilize~~ apply the current Federal Poverty
11 Level ~~Guidelines,~~ Guidelines to qualify an applicant’s eligibility for waiver of the hearing fee. The Federal
12 Poverty Guidelines issued by the U.S. Department of Health and Human Services and published in the Federal
13 Register are incorporated by reference including subsequent amendments and editions. A copy may be obtained
14 at no cost at <https://www.federalregister.gov/>. The applicant with income below 150 percent of the Federal
15 Poverty Level shall receive a waiver of the hearing fee under Paragraph (c) of this Rule. The terms “household
16 ~~size,”~~ size” and “household ~~income,”~~ income” are defined with reference by the Federal Income Tax Code (U.S.
17 Code Title 26) and U.S. Treasury Regulations. The Federal Tax Code and U.S. Treasury Regulations published
18 by the U.S. Internal Revenue Service are incorporated by reference including subsequent amendments and
19 editions. A copy may be obtained at no cost at: <https://www.irs.gov/>. The waiver criteria are:

- 20 (1) household size; and
- 21 (2) household income.

22 The Division may request documentation from the applicant if ~~such is~~ necessary for the Division to qualify the
23 applicant’s eligibility for a waiver of the hearing fee. The applicant ~~has five calendar days to~~ shall comply with
24 ~~the a~~ request for additional ~~documentation.~~ documentation within ten calendar days. Failure to comply with ~~the a~~
25 request for additional documentation ~~will~~ shall result in a denial ~~for~~ of the applicant’s request for a waiver ~~on~~ of
26 the hearing fees.

27 (l) After the Division’s review of an applicant’s Affidavit of Indigence, the Division shall proceed as follows:

28 (1) If the Division finds the applicant is qualified for a waiver of the hearing fee pursuant to the Affidavit
29 of Indigence, the Division shall proceed with the hearing as if the required hearing fee had been
30 paid. The Division shall send the notice listed in Paragraph (e) of this Rule.

31 (2) If the Division finds the applicant is not qualified for a waiver of the hearing fee, the Division shall
32 notify the applicant of this determination. This notification shall also include:

33 (A) ~~Notice~~ notice of the amount of the hearing fee owed by the applicant to proceed with the
34 requested hearing;

35 (B) A a date upon which the applicant shall submit the required hearing fee to the Division
36 ~~noticed date, and such date~~ which shall not be less than 10 calendar days from the date of
37 the notification;

1 (C) ~~Notice notice~~ that if ~~such the~~ hearing fee is not received by the Division by the noticed
2 date, the written request for hearing pursuant to Paragraph (c) of this rule will be considered
3 withdrawn; and

4 (D) ~~Notice notice~~ that any pending action by the Division upon which the applicant requested
5 a hearing shall be placed into effect if such hearing fee is not paid by the noticed date.

6 An applicant's failure to pay the hearing fee by the date contained in the notification letter ~~will~~ shall be considered
7 a withdrawal of the request for a hearing. A hearing fee paid via U.S. Mail shall be deemed timely only if such
8 payment is postmarked prior to the noticed date.

9 (k) The Division shall retain a sum of fifty dollars (\$50.00) to process all hearing requests set forth in 19A NCAC
10 03K .0102, except for hearings listed under 19A NCAC 03K .0102(a)(2) and (a)(16), for which the Division shall
11 retain twenty dollars (\$20.00).

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13 *History Note: Authority G.S. 20-16; 20-17; 20-31; S.L. 2014-100, s. 34.9, S.L. 2015-241 s. 29.30A; S.L. 2017-*
14 *57, s 34.32(a),(b),(c),(d);*

15 *Temporary Adoption Eff. January 1, 2018.*

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1 19A NCAC 03K .0102 is adopted under temporary procedures with changes as follows:

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3 **19A NCAC 03K .0102 ADMINISTRATIVE HEARING FEE SCHEDULE**

4 (a) The Division shall assess the following administrative hearing fees, pursuant to Rule .0101 of this Subchapter:

- 5 (1) sixty dollars (\$60.00) for a hearing related to a lapse in financial responsibility conducted pursuant
6 G.S. 20-316;
- 7 (2) forty dollars (\$40.00) for a conference to determine the applicant's eligibility to attend drive
8 improvement clinic as provided by G.S. 20-16;
- 9 (3) seventy-five dollars (\$75.00) for an ignition interlock mouth contaminant review to determine
10 compliance with the requirements of the Ignition Interlock Program and of a conditional restoration
11 agreement with the Division;
- 12 (4) seventy dollars (\$70.00) for ignition interlock medical accommodation reviews;
- 13 (5) one hundred dollars (\$100.00) for all other license suspension or revocation hearings not listed in
14 Subparagraphs (6) through (12) of this Paragraph ~~to include~~ including hearings held pursuant to
15 G.S. 20-13 and 20-16;
- 16 (6) four hundred fifty dollars (\$450.00) for hearings conducted for violations of an alcohol
17 concentration restriction (ACR), violation of an ignition interlock device restriction, or refusal to
18 submit to a chemical analysis;
- 19 (7) two hundred dollars (\$200.00) for a financial responsibility hearing conducted pursuant to the
20 provisions of the Motor Vehicle Safety-Responsibility Act of 1953;
- 21 (8) two hundred dollars (\$200.00) for a hearing related to a commercial driver license (CDL)
22 disqualification;
- 23 (9) two hundred dollars (\$200.00) for a restoration hearing related to a license suspension due to driving
24 while license revoked or moving violation;
- 25 (10) two hundred twenty five dollars (\$225.00) for an interview held prior to a license restoration hearing
26 in situations involving alcohol-related convictions, suspensions, or revocations;
- 27 (11) four hundred twenty-five dollars (\$425.00) for a license restoration hearing related to driving while
28 impaired (DWI) conducted pursuant to G.S. 20-19;
- 29 (12) two hundred twenty dollars (\$220.00) for hearings conducted to determine compliance with the
30 requirements of probation or restoration agreement with the Division;
- 31 (13) two hundred dollars (\$200.00) for a motor vehicle dealer license or salesman license hearing
32 conducted pursuant to G.S. 20-295 and 20-296;
- 33 (14) two hundred dollars (\$200.00) for a mechanic license or inspection station license hearing conducted
34 pursuant to G.S. 20-183.8G;
- 35 (15) two hundred dollars (\$200.00) for a commercial driver training school hearing;
- 36 (16) fifty dollars (\$50.00) for a hearing related to the denial of a service offered by the Division; and

1 (17) a filing fee in the amount of ~~one thousand two hundred dollars (\$1,200.00)~~ six hundred dollars
2 (\$600.00) shall be due ~~from the~~ from a party initiating an action ~~which~~ that must be filed with the
3 Commissioner of Motor Vehicles pursuant to G.S. 20-308.1. In addition to the filing fee, ~~each a~~
4 party that files a motion in the case shall be assessed a fee of six hundred dollars (\$600.00) per
5 motion that shall be payable at the time the motion is filed.

6 (b) No fees shall be charged for medical evaluation hearings or competency hearings conducted pursuant to
7 G.S. 20-9(g)(4) or 20-17.1.

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9 *History Note:* Authority S.L. 2015-241 s. 29.30A; S.L. 2014-100, s. 34.9; S.L. 2017-57, s 34.32(a), (b), (c), (d),
10 *Temporary Adoption Eff. January 1, 2018.*

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