

Appendix C

Planning Fee Schedule FY 2018-2019

APPLICATIONS FOR REVIEW

Comprehensive Plan or Future Land Use Plan Amendment	\$ 300.00
Text Amendment	\$ 300.00
Rezoning ² to other than Special Use district	\$ 300.00 ¹
Rezoning to a Special Use district with Special Use Permit ²	\$ 1,200.00 ¹
Rezoning to a Special Use district with Master Plan ²	\$ 800.00 ¹
Special Use Permit without Rezoning	\$ 1,000.00 ¹
Conditional Use Permit	\$ 800.00 ¹
CUP, SUP or Master Plan Modification Requiring Public Hearing	\$ 500.00
CUP, SUP or Master Plan Modification NOT Requiring Public Hearing	\$ 300.00
Minor Subdivision Review (1-4 lots, with/without street)	\$100.00
Site Plan Review – Technical Review Committee or Staff	\$ 600.00 ¹
Construction Plan Review ³	\$ 300.00 ¹
Variance	\$ 150.00
Street Closing Request	\$ 150.00

¹ Plus \$10.00 per each acre for sites larger than 10 acres (example: 12 acre site plan = \$920.00 fee)

² Rezoning reviewed in conjunction with an annexation request should first calculate the standard fee and then double it to account for time spent on the fiscal analysis of the application.

³ This fee will apply to staff review of construction drawings submitted for Special Use Permits and Conditional Use Permits.

NOTE: For projects requiring board review and approval, if plans are deemed incomplete upon the third review by staff before reaching the permit-issuing board, the applicant will be required to file a new application and pay new filing fees to cover the significant staff time spent reviewing incomplete plans.

PERMITS - (SUBJECT TO CHANGE ANNUALLY ON JULY 1 WITH THE TOWN'S BUDGET ADOPTION)

Certificate of Appropriateness	\$ 1.00 / \$ 1,000.00 of construction cost; \$10.00 min.
Historic District Minor Work	\$ 10.00

Zoning Compliance Permit

Site Change

Residential Uses	\$ 1.00 / \$ 1,000.00 of construction cost; \$ 5.00 min.
Multi-Family Uses	\$ 1.50 / \$ 1,000.00 of construction cost; \$ 10.00 min.
Non-Residential Uses	\$ 2.00 / \$ 1,000.00 of construction cost; \$ 10.00 min.

NOTE: The following items are all included in the "construction cost" used to determine the permit fee: grading, landscaping, site preparation, stormwater control, utilities, paving, and structures. ZCPs will be issued for "grading only" and "paving only" projects consistent with the UDO.

Signs (New or Replacement):

Wall-Mounted	\$ 40.00
Free-Standing	\$ 75.00
Sandwich Board	\$ 10.00
Event Sign Package (from 6.18.6.2)	\$ 20.00
Banner (from 6.18.6.3)	\$ 5.00
Change of Use (one business use to another or change of ownership)	No Charge
Home Occupation	\$ 25.00

DOCUMENTS & MAPS¹

Unified Development Ordinance	\$ 25.00
UDO Administrative Manual	\$ 10.00
Historic District Design Guidelines	\$ 25.00
Community Connectivity Plan	\$ 15.00
Small Area Plans (including Parks & Recreation Plan)	\$ 10.00
Zoning Map or other color plot/map (larger than 11 x 17)	\$ 10.00
Town Street Map with Street Grid (11 x 17 Black & White)	\$ 2.00
Future Land Use Map & Other 11 x 17 Color Maps	\$ 2.00
Photocopies	\$ 0.10 / page

¹ All Town produced documents and maps can be provided in electronic form (pdf, jpeg, word, or excel) at no cost if we are provided with the media. If we provide the CD, \$2 covers the CD and case.

OTHER CHARGES

Consultant Fee Reimbursement

Projects constructing new local roads will also reimburse the Town for consultant fees to review road construction plans and specifications.

No-Permit Penalty

Work begun without a necessary Zoning Compliance Permit will be charged a \$100 ZCP fee or the standard fee will be doubled, whichever is greater. Work begun without a required Certificate of Appropriateness will be charged a \$100 COA review fee or the standard fee will be doubled, whichever is greater. Work requiring both a COA and ZCP shall only pay the increased COA fee.