

FEE SCHEDULE: Planning/Development Review Fees

Effective March 1, 2008

Updated April 14, 2009

Review and Filing Fees are as follows:

Definitions and Notes:

- Mailing Costs: costs for mailing notices to adjacent property owners.
- The following fee schedule is categorized by application. All fees stated within each category may or may not apply, depending on your specific application. Should you have any questions when calculating fees, please contact the Planning Department at (540) 507-7434.

Site Plan (Residential)	PREPAY Amounts: For Residential Site Plan Submission there will be Prepay amount collected at the time the application is submitted. Additional Fees may apply. Planning Review Fee: \$4000 + \$400 per lot Transportation Review Fee \$ 250 GIS Review Fee: \$2500 Code Compliance Fee: \$1100 Application Processing Fee: \$ 50
Planning:	
Review Fee-Residential Site Construction Plans	\$4000 prepay + \$400 per lot prepay (includes submission + one revision)+ \$500 for each additional review thereafter
Transportation Site Plan Review	\$250 per review Prepay
Chesapeake Bay Division:	
Storm Water Management	\$100 per hour
Plan Review	\$100 per hour
BMP Agreement review	\$100
As-Built Plans review	\$100
Minor Site Plan review	\$100
Early Clearing & Grading	\$300
Environmental: (Permits & Inspections)	
Plan Review	\$1500 + \$75 per lot
Permit Extension	\$300
Erosion Control Bond	Per Engineer's Cost Estimate + 25%
Resubmittal of Site Plan (any additional reviews)	\$100
Utilities:	
Water & Sewer Plan Review	\$500 + \$50 per lot inspection fee
Off-site Water & Sewer Plan Review	\$200 + \$.25 per ln .ft. inspection fee
Fire:	
1-6 dwelling units	\$100
7-30 dwelling units	\$150
31-100 dwelling units	\$200
101-300 dwelling units	\$300
301 + dwelling units	\$300 + \$2 per unit over 301 dwelling units
GIS:	
Site Plan Review	\$2500 prepay
Site Plan Amendment:	
Planning	\$1000
Zoning	\$500
Application Processing Fee	\$50

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<p>Site Plan (Non-Residential)</p> <p><i>(Must bond public improvements)</i></p>	<p>PREPAY Amounts:</p> <p>For Non-Residential Site Plan Submission there will be Prepay amounts collected at the time the application is submitted. Additional Fees may apply.</p> <p>Planning Review Fee: \$3400 Transportation Review Fee: \$ 250 GIS Review Fee: \$3500 Code Compliance: \$1250 Application Processing Fee: \$ 50</p>
Planning:	
Review Fee-Non-Residential Site Construction Plans	\$3400 prepay + \$400 per disturbed acre (includes submission + one revision)+ \$500 for each additional review thereafter
Site Plan Amendment (After original plan has been approved)	\$1000
Transportation Site Plan Review	\$250 per review prepay
Chesapeake Bay Division:	
Storm Water Management	\$100 per hour
Plan Review	\$100 per hour
BMP Agreement review	\$100
As-Built Plans review	\$100
Minor Site Plan review	\$100
Early Clearing & Grading	\$300
Environmental: (Permits & Inspections)	
12-month permit or	\$2000 + \$400 per disturbed acre
18-month permit	\$2000 + \$400 per disturbed acre
Storm Water Management	\$100 per hour
Erosion Control Bond	Per engineer's estimate + 25%
Building Plan Review:	\$160
Zoning:	
Minor Plan Review	\$1000
Major Plan Review	\$2000 + \$400 per disturbed acre
Site Plan Resubmittal	\$700
Site Plan Amendment	\$500
Certificate & Inspection	\$325
Site Plan Permit Extension	\$150
Utilities:	
Water & Sewer Plan Review	\$285 + \$.40 per ln. ft.
Off-site Water & Sewer Plan Review	\$200 + \$.25 per ln. ft. inspection fee
Fire:	
Site Plan Review	\$300 less than 1 disturbed acre
	\$400 greater than 1 disturbed acre but less than 5 acres
	\$500 greater than 5 disturbed acres + \$50 per disturbed acre above 5 acres
Fire Lane Plan Review	\$125
GIS:	
Site Plan Review	\$3500 prepay

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Subdivision Plats	
Preliminary Plat	
Planning review:	Minor (9 lots or less) \$2600 + \$85 per lot Major (10 or more lots) \$3000 + \$100 per lot
GIS review:	\$2500
Application Processing Fee :	\$50
Record/Final Plat (Minor, 3 lots or less)	
Planning Review:	\$1500 + \$100 per lot + \$200 for 3 rd and subsequent plat review
Transportation:	
<ul style="list-style-type: none"> • Letter of Credit or Bond 	125% of the approved Engineer's estimate
<ul style="list-style-type: none"> • Engineer's Estimate Review 	\$100 per review
<ul style="list-style-type: none"> • Bond or Letter of Credit Review/Reduction 	\$200 per request
<ul style="list-style-type: none"> • Final Inspection for Bond/Letter of Credit Release 	\$300
<ul style="list-style-type: none"> • Snow Removal Bond 	\$500 + \$20 per lot
GIS Review:	\$3500 + \$10/lot
Application Processing Fee :	\$50
Record/Final Plat (Major 4 or more lots)	
Planning Review:	\$2000 + \$100 per lot \$400 for 3 rd and subsequent plat review
Transportation:	
<ul style="list-style-type: none"> • Letter of Credit or Bond 	125% of the approved Engineer's estimate
<ul style="list-style-type: none"> • Engineer's Estimate Review 	\$100 per review
<ul style="list-style-type: none"> • Bond or Letter of Credit Review/Reduction 	\$200 per request
<ul style="list-style-type: none"> • Final Inspection for Bond/Letter of Credit Release 	\$300
<ul style="list-style-type: none"> • Snow Removal Bond 	\$500 + \$20 per lot
GIS Review:	\$3500 + \$10/lot
Application Processing Fee :	\$50
Annual Division Review	
Planning Review:	\$1050 + \$150 for 3 rd and subsequent plat review
GIS Review:	\$300
Application Processing Fee:	\$50
Family Exempt Plat	
Planning Review:	\$1000 + \$50 per lot + \$150 for 3 rd and subsequent plat review
GIS Review:	\$300
Application Processing Fee :	\$50
Consolidations, Lot Line Adjustments	
Planning Review:	\$1000 + \$150 for 3 rd and subsequent plat review
GIS Review:	\$300
Application Processing Fee:	\$50
Right-of-way dedications, and easements	
Planning Review:	\$1500 + \$200 for 3 rd and subsequent plat review
GIS Review:	\$300
Application Processing Fee:	\$50

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Zoning Cases	
Rezoning	
Planning Review:	\$11,000 per application + \$100/AC > 5AC + mailing fees
Zoning Review:	\$500 per application
Transportation:	
• Traffic Study Review	\$250 per review
GIS Review:	\$1000
Rezoning Proffer Amendment	
Planning Review:	\$5000 + \$100/AC > 5AC + mailing fees
Zoning Review:	\$500
Special Use Permit (New Development)	
Planning Review:	\$6000 + mailing fees
Zoning Review:	\$250
Transportation:	
• Traffic Study Review	\$250 per review
GIS Review:	\$350
Special Use Permit (Minor)	
Planning Review:	\$2500 + mailing fees
Zoning Review:	\$250
Special Use Permit Telecommunication Tower	
Planning Review:	\$10,000 per application (cost includes fees for 3 rd party technical review) + mailing fees
GIS Review:	\$350
Zoning Review:	\$250
Special Use Permit with a Rezoning Request	
Planning Review:	\$1750
Zoning Review:	\$250
Historic District Certificate of Appropriateness	
• Signs/Minor Modifications	\$200
• Alterations to Existing Buildings	\$250
• Major Renovation/New Construction	\$400
Chesapeake Bay	
CBPO RPA encroachment	
• requiring Planning Commission public hearing	\$350
• requiring Administrative review	\$100 per hour
RPA/Wetland Determination	\$100 per hour
Flood Plain Studies	\$100 per hour

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Miscellaneous Fees	
Road Name Change	
GIS:	\$750 + \$250 per sign + \$5 per affected lot
Comprehensive Plan Amendment	
Planning:	\$3000
Waiver/Modification Letter	
Planning:	\$100
Waiver/Exception Request heard by the Planning Commission	
Planning:	\$200
Development Rights Determination Letter	
Planning:	\$50 per parcel
Site Specific Data Request / Administrative Co-location Review	
Planning:	\$40 per hour or portion thereof
Agricultural/Forestal District Applications	
Planning:	\$300

Refunds

- Refunds are only granted for the following applications and the amount of the refund is calculated below:

Site Plans

- 95% will be returned to the applicant if the application is withdrawn prior to it being distributed for TRC.

Plats

- 95% will be returned to the applicant if withdrawn within three (3) days of submission.
- 40% will be returned to the applicant if the application is withdrawn after first set of review comments are issued.

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