

Fee Schedule (Land Use & Building) July 1, 2019

Division	Name of Fee	1-Jul-19
Building	RESIDENTIAL	
Building	Single Family Homes (New Construction)	<i>\$0.46 per sq. ft. Gross Building Area - includes all trades, construction & plan review, \$230 minimum charge</i>
Building	Addition/Accessories - Plan Review, Electrical, Plumbing, Mechanical	<i>\$0.46 per sq ft Gross Building Area-includes all trades, construction & plan review; \$230 minimum charge</i>
Building	Residential Amendment Plan Review	\$160
Building	Residential Structural Re-review	\$330
Building	Single Wide	\$340
Building	Double & Triple Wide	\$465
Building	Re-Review for Residential Plan Review	<i>\$70 per letter</i>
Building	Code Modification Request - Residential	\$205
Building	Backflow Preventer - Residential	\$80
Building	Change Electric Service - Residential	\$80
Building	Minimum Building Over The Counter	\$80
Building	Minimum Mechanical Over The Counter	\$80
Building	Minimum Plumbing Over The Counter	\$80
Building	Minimum Electrical Over The Counter	\$80
Building	Interior Renovations/Alterations/Basement (All non-structural work)	<i>\$0.33 per sq. ft. - Gross Building Area - \$165 minimum charge</i>
Building	COMMERCIAL	
Building	Commercial New Construction	<i>See Chart: Comm New Construction/Alterations \$150 minimum charge</i>
Building	Commercial Alterations	
Building	Commercial - Plumbing	<i>\$170 + \$30 per fixture</i>
Building	Commercial - Mechanical	<i>\$0.05 per sq. ft. gross bldg. area or \$170 minimum, plus \$30 per Fire Damper</i>
Building	Commercial - Electric	<i>\$1.15 per amp. \$170 minimum</i>
Building	Commercial - Electric R1 and R2 Dwelling units	<i>\$85 per unit</i>
Building	Commercial New Construction Plan Review	<i>See Chart: Comm New Construction Plan Review \$150 minimum charge</i>
Building	Commercial Amendment Plan Review	<i>See Chart: Comm Amendment Plan Review \$150 minimum charge</i>
Building	Commercial Hoods Type I	\$425
Building	Commercial Hoods Type II	\$335
Building	Commercial Building TRC Review	\$400
Building	Re-Review for Commercial Plan Review	<i>\$110 per letter</i>
Building	Building Use Review	\$60
Building	Code Modification Request - Commercial	\$480
Building	Backflow Preventer - Commercial	\$80

Building	Commercial Signs – Wall (with or w/o electric)	\$135
Building	Commercial Signs – Freestanding (with or w/o electric)	\$205
Building	Change Electric Service - Commercial	\$170
Building	OTHER BUILDING FEES	
Building	Temporary Electric on Pole	\$80
Building	Water and Sewer Lines (each)	\$80
Building	Footing and Foundation (By approved request only)	\$265
<u>Building</u>	Residential Elevator Installation	\$195
<u>Building</u>	Commercial Elevator Installation	\$415
Building	Elevator/Escalator/Annual Certifications	\$80
Building	Building / Structure Relocation	\$545
Building	Demolition	\$80
Building	Construction Trailer	\$255
Building	Sales Trailer	\$340
Building	Early Phase Tenant Build-out	\$120
Building	Targeted Industry	\$490
Building	Carports (Pre-Manufactured Metal Free-Standing Only-Intake only)	\$70
Building	Open/Uncovered Handicap Ramp	\$65
Building	Decks (with or without electric)	\$135
	(No Plan Review)	
Building	Decks (with plan review)	\$170
Building	Residential Above Ground Pools and Hot Tubs	\$120
Building	Residential Above Ground Pool w/ Deck	\$145
Building	Residential In-ground Pools	\$365
Building	Commercial In-ground Pools	\$475
Building	Kiosks, Tents, Tanks - Building Fee	\$80
Building	Kiosks, Tents, Tanks - Electrical Fee	\$80
Building	Tanks Removal	\$80
Building	Asbestos Abatement	\$80
Building	Permits not covered in this fee schedule. Consult with Building Official on a case by case basis.	\$65/hour
Building	<i>Amusement Devices:</i>	
Building	<u>Small Mechanical & Inflatables*</u>	\$35
Building	<u>Circular & Flat Rides less than 20 ft. *</u>	\$55
Building	Spectacular Ride *	\$75
Building	Roller Coasters over 30 ft. in height *	\$200
Building	ADMINISTRATIVE CHARGES	
Building	Notice Violation Fee - Charged for failure to obtain a required permit prior to performing construction work.	\$130
Building	Notice To Comply - Charged if permits have been obtained but a code violation is discovered.	\$170
Building	Stop Work Order	\$150
Building	Information Request	Staff Time/Hr. + cost of copies
Building	Copies of Permit File (Stored Off-site)	Staff Time/Hr. + cost of copies
Building	Copies of CO (Stored Off-site)	Staff Time/Hr. + cost of copies

Building	Copies of Approved Bldg Plans (Stored Off-site)	Staff Time/Hr. + cost of copies
Building	Building Board Code Appeal (BBCA) Filing	\$245
Building	INSPECTION FEES	
Building	Residential Temp. Certificate of Occupancy	\$55
Building	Commercial Temp. Certificate of Occupancy	\$55
Building	Re-Inspection Fee (Residential/Commercial)	\$85
Building	Commercial Special Inspection	\$0.07 per sq. ft. \$150 minimum
Building	Third Party County Certification	\$460
Building	Third Party Inspection Review	\$10 per inspection
Building	After Hours Inspection (Appr. By CBO)	\$170 per hour (2 hr. minimum)
Building	FIRE REVIEW	
Building	Bldg. Shell Sprinkler Syst Plan Review	\$0.02 per sq. ft., \$185 minimum
Building	Sprinkler Head Add/Reloc Plan Review	\$0.02 per sq. ft., \$90 minimum
Building	New Bldg Sprinkler Syst Plan Review	\$0.03 per sq. ft., \$230 minimum
Building	Standpipe System Plan Review	\$150
Building	Fire Pump System Plan Review	\$225
Building	<u>Alternative</u> Syst. Plan Review	\$2.50 per device over 30
		\$150 minimum
Building	Underground Fire Service Plan Review	\$140
Building	Range Hood Plan Review	\$200 for the first hood, \$35 for each additional hood
Building	Smoke Removal Plan Review	\$225
Building	Fire Alarm Sys. Plan Review	\$2.50 per device over 30
		\$150 minimum
Building	Limited Area Sprinkler Plan Review	\$150
Building	Spray Booths Plan Review <u>and Inspection</u>	\$380
Fire	Fire Administration Fees:	
Fire	Building Shell Sprinkler System	\$.03 per sq. ft. > 10,000 sq. ft. w/hydro test; \$350 min
Fire	Sprinkler Head Addition/Relocation	\$100 for 5 heads or less; \$10 per head over 5; \$300 min (includes hydro test)
Fire	Standpipe System	\$100 per riser; \$100 min
Fire	Fire Pump System	\$50 per riser; \$150 min
Fire	Fire Pump	\$200
Fire	Specialized Detection System	\$5 per device; \$50 min
Fire	Fire Dampers	\$10 per device; \$100 min
Fire	Underground Fire Service Line Inspection/Flush	\$200 (includes hydro test)
Fire	Range Hood Test/Inspection	\$175 per hood
Fire	Smoke Removal Performance Test	\$175
Fire	Fire Alarm System Test	\$5 per device; \$100 min
Fire	Inspection of Dry Pipe, Valve Trip Test	\$125 Valve Trip Test
Fire	Limited Area Sprinkler	\$125
Fire	Spray Booths	\$175
Fire	Elevator Testing	\$125 per car
Fire	Emergency Generator Testing/Fire Protection Equip.	\$150 per generator

Fire	Kiosks, Tent, Tank Fee	\$70
Fire	Re-Inspection for New Construction (Residential/Commercial)	\$85
Fire	After Hours Inspection (Approved By DFM)	\$170 per hr (2 hour Min)
Ches. Bay Div.	CHES. BAY FEES	
	Plan Reviews	
Ches. Bay Div.	Non-Residential (Erosion Only) < 5 Dist. Acres	\$960
Ches. Bay Div.	Non-Residential (Erosion Only) 5 -10 Dist. Acres	\$1,280
Ches. Bay Div.	Non-Residential (Erosion Only) > 10 Dist. Acres	\$1,280 + \$80 per acre > 10 dist. acres
Ches. Bay Div.	SFH & Additions/Accessories No Mitigation	\$80
Ches. Bay Div.	SFH & Additions/Accessories W/ Mitigation	\$160
Ches. Bay Div.	RPA Encroachment waivers	\$600
Ches. Bay Div.	RPA Encroachment waivers (requiring Planning Commission Public Hearing)	\$1,525
Ches. Bay Div.	BMP Agreement	\$645
Ches. Bay Div.	As-built Plans reviews	\$285
Ches. Bay Div.	Minor Site Plans :	
	Erosion Review Only	\$1,095
	Storm Water Management Required	\$1,415
Ches. Bay Div.	RPA/Wetland Determinations	\$160 per hour
Ches. Bay Div.	Flood Plain Studies	\$960
Ches. Bay Div.	Storm Water Management Plans	\$160 per hour
Ches. Bay Div.	Early Clearing & Grading / Clearing & Grading Only	\$595
Ches. Bay Div.	1-5 Dist. Acres -	
	5.1-10 Dist. Acres -	\$915
	>10 Dist. Acres -	\$915 + \$80 per acre > 10acres
Ches. Bay Div.	Linear Projects (all per 10sf disturbed acreage)	
	Pervious surface in an RPA	\$0.04
	Impervious surface in an RPA	\$0.06
	Pervious surface outside an RPA	\$0.02
	Impervious Surface outside an RPA	\$0.04
	Minimum charge for Linear Projects	\$80
E&S	RESIDENTIAL	
E&S	E&S Residential Permit (Includes Plan Review and three required inspections -first erosion, final erosion, bond release)	
	Detached SFH	\$975
	Attached SFH - 2 Units	\$1,060
	Attached SFH - 3 to 5 Units	\$1,100
	Attached SFH - 6 to 10 Units	\$1,180
E&S	E&S RPA Mitigation Inspection (Residential)	\$810
E&S	E&S Plan Review Revision/Amendment Fee (Single Family)	\$95
E&S	E&S Site Plan Permit Extension (Residential)	\$95
E&S	E&S Residential Site Plan - Resubmittal	\$95
E&S	Demolition/Stabilization (Land Disturbance 2,500sq ft or more) (Residential)	\$390

E&S	E&S Temporary Final Erosion (Requested - Residential)	\$125
E&S	ESC Administrator Decision Appeal (Residential)	\$95
E&S	COMMERCIAL	
E&S	E&S RPA Mitigation Inspection (Commercial)	\$1,125
E&S	Bond Reduction or Release Inspection Request	\$375
E&S	E&S Site Bond Release Inspection (Commercial)	\$375
E&S	E&S Linear Project Inspection (per linear foot)	\$0.07
	Minimum charge for Linear Project Inspection	\$90
E&S	E&S Site Plan Permit Extension (Commercial)	\$2,209
E&S	Demolition/Stabilization (Land Disturbance 2,500sq ft or more) (Commercial)	\$565
E&S	Site Plans (Commercial/Industrial): Environmental	< 2 Acres = \$2810
		2 - < 5 Acres = \$4920
		5 -10 Acres = \$6295
		10 + acres \$7355 + \$80 per acre > 10 acres
		10 + acres \$7355 + \$80 per acre > 10 acres
		10 + acres \$7355 + \$80 per acre > 10 acres
E&S	E&S Temporary Final Erosion (Requested - Commercial)	\$210
E&S	ESC Administrator Decision Appeal (Commercial)	\$95
E&S	OTHER ENVIRONMENTAL FEES	
E&S	E&S BMP Initial Certification (All types)	\$80
E&S	E&S Annual BMP Re-Cert. (any type) (Maint)	\$95
E&S	Flood Plain Determination (Written Confirmation)	\$120
E&S	E&S Variance	\$185
E&S	E&S Re-inspection Fee	\$120
E&S	Notice of Violation/Notice to Comply	\$725
E&S	RPA - Notice of Violation/Notice to Comply	\$725
E&S	Notice of Violation/Notice to Comply Re-Inspect.	\$205
E&S	RPA Encroachment Violation Fee	\$885
E&S	Environmental Investigation Fee (for disturbance without permit)	\$885
E&S	LAND DISTURBANCE INSPECTION FEES	
E&S	400 to <1000 Acres	\$7,000 per month
E&S	1000 to <2000 Acres	\$11,000 per month
E&S	2000 to <3000 Acres	\$22,000 per month
E&S	3000 Acres and greater	44,000 per month
E&S	ENVIRONMENTAL BONDING	
E&S	Erosion Bond - Residential - Townhouses	\$1,000 ea
E&S	Erosion Bond - Residential - 1/4 acre or less	\$1,500
E&S	Erosion Bond - Residential - >. 1/4 to 1/2 acre	\$2,500
E&S	Erosion Bond - Residential - >. 1/2 to 1 acre	\$3,000
E&S	Erosion Bond - Residential - 1 acre Plus	\$3,000 per acre + the cost of any additional acreage

E&S	Erosion Bond - Commercial/Residential Subdivisions	<i>Per Engineered Cost Estimate + 25%</i>
E&S	ADMINISTRATIVE CHARGES	
E&S	Information Request	<i>Staff Time/Hr</i>
SWM	STORMWATER MANAGEMENT FEES	
STATE MANDATED FEES	Local SWM Fees	STATE MANDATED FEES
SWM	SFH CBPA 1 AC TO 5 AC	\$209
SWM	LESS THAN 1 AC	\$290
SWM	GREATER THAN 1 AC LESS THAN 5 ACRE	\$1,944
SWM	EQUAL TO OR GREATER THAN 5 AC LESS 10 AC	\$2,448
SWM	EQUAL TO OR GREATER THAN 10 AC LESS 50 AC	\$3,240
SWM	EQUAL TO OR GREATER THAN 50 AC LESS THAN 100 AC	\$4,390
SWM	EQUAL TO OR THAN 100 AC	\$6,912
SWM	PHASE 1 CLEARING EQUAL TO OR GREATER 5 AC	\$750
SWM	PHASE II CLEARING = TO OR >1AC LESS 5 AC	\$450
SWM	MODIFICATION LESS THAN 1 AC	\$20
SWM	MODIFICATION GREATER THAN 1 AC LESS 5 AC	\$200
SWM	MODIFICATION = OR > 5 AC LESS THAN 10 AC	\$250
SWM	MODIFICATION = OR > 10 AC LESS THAN 50 AC	\$300
SWM	MODIFICATION = OR > 50 AC LESS THAN 100 AC	\$450
SWM	MODIFICATION EQUAL TO OR > 100 AC	\$700
SWM	MODIFICATION INDIVIDUAL PERMIT DISCHARGE	\$5,000
SWM	MAINTENANCE LESS THAN 1 ACRE	\$50
SWM	MAINTENANCE GREATER THAN 1 AC LESS THAN 5 AC	\$400
SWM	MAINTENANCE= OR > 5 AC LESS THAN 10 AC	\$500
SWM	MAINTENANCE = OR > 10 AC LESS THAN 50 AC	\$650
SWM	MAINTENANCE = OR > 50 AC LESS THAN 100 AC	\$900
SWM	MAINTENANCE EQUAL TO OR > 100 AC	\$1,400
SWM	MAINTENANCE INDIVIDUAL DISCHARGE	\$3,000
STATE MANDATED FEES	State SWM Fees	STATE MANDATED FEES
SWM	GREATER THAN 1 AC LESS THAN 5 ACRE	\$756
SWM	EQUAL TO OR GREATER THAN 5 AC LESS 10 AC	\$952
SWM	EQUAL TO OR GREATER THAN 10 AC LESS 50 AC	\$1,260
SWM	EQUAL TO OR GREATER THAN 50 AC LESS THAN 100 AC	\$1,708
SWM	EQUAL TO OR THAN 100 AC	\$2,688
Fire	FIRE/RESCUE FEES	
Fire	Open Burn Permits	\$200
Fire	Residential Site Plan Review 1-6 Dwelling units	\$125
Fire	Residential Site Plan Review 7-30 Dwelling units	\$175
Fire	Residential Site Plan Review 31-100 Dwelling units	\$225
Fire	Residential Site Plan Review 101-300 Dwelling units	\$325
Fire	Residential Site Plan Review 301 + Dwelling units	\$350.00 + \$2 per unit over 301 dwelling units
Fire	Commercial Site Plan Review less than 1 disturbed acre	\$325

Fire	Commercial Site Plan Review greater than 1 disturbed acre but less than 5AC	\$425
Fire	Commercial Site Plan Review greater than 5 disturbed acres	\$525
Fire	Fire Lane Plan Review	\$150
Fire	FREM Permit for Storage of Explosives	\$250
Fire	FREM Permit for Off-Site Storage of Fireworks	\$250
Fire	FREM Permit for Blasting	\$250
Fire	FREM Permit for Retail Sales of Consumer Fireworks	\$275
Fire	FREM Permit for Fireworks Display (Also requires \$1M Certificate of Insurance)	\$120 per hour
Fire	FREM Permit for Amusement Buildings	\$120 per hour billed by the quarter hour (\$30 for each 15-minute interval) \$50 Minimum
Fire	FREM Existing Occupancy Inspection for a Business of 1,200 sq ft or less	Flat Rate Small Business Inspection Fee of \$50.00
Fire	FREM Existing Occupancy Inspection for a Business of More Than 1,200 sq ft	\$120 per hour billed by the quarter hour (\$30 for each 15-minute interval) \$50 Min.
Fire	FREM Re-Inspection Fee if all noted violations are corrected at the time of inspection	No Charge
Fire	FREM Re-Inspection if some or all noted violations are NOT corrected at the time of inspection	\$120 per hour billed by the quarter hour (\$30 for each 15-minute interval) \$50.00 min
Fire	Origin and Cause Report	\$15
Fire	FREM Fire Report	\$5
GIS	GIS FEES	
GIS	Exhibit Easements	\$460
GIS	Residential Site Plan Review	\$260 + \$5 per lot > 10 lots
GIS	Commercial Site Plan Review	
GIS	Minor Site Plan Review	
GIS	Site Plan Amendment	
GIS	Record Plat Review (Minor)	\$815 + \$10 per lot > 3 lots
GIS	Record Plat Review (Major)	
GIS	Preliminary Plat Review	\$280 + \$5 per lot > 10 lots
GIS	Annual Division Review	\$580
GIS	Family Exempt Plat Review	\$580
GIS	Consolidation & Lot Line Adjustment Plat Review	\$580
GIS	Right of Way Dedication & Easement Plat Review	\$580
GIS	Rezoning Review	\$190
GIS	Special Use Permit Review	\$190
GIS	Special Use Permit Telecommunication Tower	\$190
GIS	Road Name Change	\$750 + \$250 per sign + \$5 per affected lot
Permit Center	PERMIT CENTER FEES	
Permit Center	Post-App Modification Fee (Splitting App. Package)	\$45
Permit Center	Processing Fee	\$65
Permit Center	Processing Fee for Accessories without Review	\$45
Permit Center	Over-the- Counter Permit and Processing	\$30

Permit Center	Weekly Permit Issuance Report	\$20
Permit Center	Monthly Permit Issuance Report	\$20
Permit Center	Application Extension Fee	\$25
Permit Center	Permit Extension Fee	\$30
Permit Center	Permit Transfer	\$20
Permit Center	Mechanics Lien Agent Changes	\$20
Permit Center	General Contractor Changes	\$20
Permit Center	Tradesman Certificate Changes	\$20
Permit Center	Permit Info Request (each)	Staff Time/Hr + cost of copies
Permit Center	Copies of CO (In Office)	Staff Time/Hr + cost of copies
Permit Center	Copies of Permit File (In Office)	Staff Time/Hr + cost of copies
Planning	PLANNING DEPARTMENT FEES	
Planning	Residential Site Plan Review	\$3,210 + \$25 per each 5 lots or portion > 10
Planning	Commercial Site Plan Review	\$3,210 + \$65 per dist acre > 2 AC
Planning	Minor Site Plan Review	\$1,345
Planning	Infrastructure Plan	\$1,750 + \$45 per dist. Acre > 5 AC
Planning	Trail Review	\$590
Planning	Preliminary Plat Review (50 lots or less)	\$1,840
Planning	Preliminary Plat Review (51 or more lots)	\$3,020 + \$15 per each 5 lots or portion >55
Planning	Preliminary Plat Technical Change	\$50
Planning	Record/Final Plat Review (3 lots or less and no infrastructure surety required)	\$1,755
Planning	Record/Final Plat Review (4 lots or more and/or infrastructure surety required)	\$3,200 + \$15 per lot > 10 lots
Planning	Article 13 Plat Review	\$1,500 + \$15 per lot > 10 lots
Planning	Article 13 Infrastructure Plan Review	\$1,455 + \$45 per acre > 5 dist. AC
Planning	Family Division Plat Review	\$1,255
Planning	Consolidation & Lot Line Adjustment Plat Review	\$1,145
Planning	Annual Division Plat Review	\$1,145
Planning	Right of Way Dedication & Easement Plat Review	\$1,480
Planning	Easement Exhibit Plat	\$865
Planning	Easement Exhibit Plat (No Legal Review Required)	\$480
Planning	Rezoning	\$11,650 + \$45 per acre > 10 dist AC+ mailing fees
Planning	Rezoning GDP & Proffer Amendment	\$7,175 + mailing fees
Planning	Rezoning Proffer Amendment - Text Only	\$4,180 + mailing fees
Planning	Special Use Permit (New Development)	\$6,560 + mailing fees
Planning	Special Use Permit (No New Development)	\$4,035 + mailing fees
Planning	Special Use Condition Amendment	\$2,385 + mailing fees
Planning	Special Use Permit for Telecommunications Tower	\$11,010 + mailing fees
Planning	Special Use Permit with a Rezoning Request	\$2,335 + mailing fees
Planning	Right of Way Vacation or Alteration (15.2-2006)	\$100 plus advertising cost
Planning	Development Rights Determination Letter	\$25
Planning	Site Plan or Infrastructure Plan Amendment	\$1,335
Planning	Waiver/Exception Request heard by Planning Commission	\$200
Planning	3rd and subsequent Site Plan Review	\$300

Planning	3rd and subsequent Minor Site Plan Review	\$160
Planning	3rd and subsequent Infrastructure or Trail Review	\$160
Planning	3rd and subsequent Preliminary Plat Review	\$190
Planning	3rd and subsequent Major Record Plat Review	\$585
Planning	3rd and subsequent Minor Record Plat Review	\$285
Planning	3rd and subsequent Article 13 Plat Review	\$190
Planning	3rd and subsequent Article 13 Infrastructure Plan Review	\$205
Planning	3rd and subsequent Family Division Plat Review	\$195
Planning	3rd and subsequent Consolidation, & Lot Line Adjustment Plat Review	\$195
Planning	3rd and subsequent Annual Division Review	\$195
Planning	3rd and subsequent Right-of-way dedication & Easement Plat Review	\$215
Planning	3rd and subsequent Easement Exhibit Plat Review	\$205
Planning	3rd and subsequent Site Plan Amendment/ Infrastructure Plan Amendment Review	\$205
Planning	Comprehensive Plan Amendment/ 2232	\$1,000
Planning	Agricultural/Forestral District Applications	\$300
Transportation	TRANSPORTATION FEES	
Transportation	Site Plan Review (Commercial & Residential)	\$285
Transportation	Traffic Study Review	\$250 per review
Transportation	Letter of Credit or Bond	110% of the approved Engineer's estimate
Transportation	Engineer's Estimate Review (per review)	\$115
Transportation	Bond or Letter of Credit Review/Reduction (per request)	\$270
Transportation	Final Inspection for Bond/Letter of Credit Release	\$340
Transportation	Snow Removal Bond	\$500 + \$20 per lot
Utilities	UTILITIES DEPARTMENT FEES	
Utilities	Water and Sewer Site Plan Review (Residential)	\$500 + \$50 per lot inspection fee
Utilities	Off-Site Water & Sewer Plan Review (Residential)	\$200 + \$.25 per In. ft. inspection fee
Utilities	Water and Sewer Site Plan Review (Commercial)	\$258 + \$.40 per In. ft
Utilities	Off-Site Water & Sewer Plan Review (Commercial)	\$200 + \$.25 per In. ft. inspection fee
Zoning	ZONING DEPARTMENT FEES	
Zoning	Review fee for process not in fee schedule. Consult with Zoning Official on a case by case basis.	\$50/hour
Zoning	Single Family Regular Review ^{1,3}	\$95
Zoning	Residential Amendment Fee ^{1,3}	\$50
Zoning	Agricultural/Forestral District Applications	\$200.00 Surcharge to base fee
Zoning	Single Family Addition or Accessory (fee for either Addition or first Accessory only) ^{1,3}	\$40 + \$15 per accessory on permit
Zoning	Single Family Addition or Accessory w/ proffer or located in RPA (fee for either Addition or first Accessory only) ^{1,3}	\$125 + \$15 per additional accessory on permit
Zoning	Zoning Confirmation Letters- Residential	\$215
Zoning	Zoning Home Occupations	\$55
Zoning	Zoning Home Enterprise	\$95
Zoning	Farm Exempt	\$90

Zoning	Zoning Board Of Appeals Residential + Mailing	\$500
Zoning	Commercial Use Certificate ^{1,3}	\$90
Zoning	Commercial Use Certificate - Fast Track	\$200.00 Surcharge to base fee
Zoning	Major Site Plan Review ^{2,4}	\$405 + \$115 per building
Zoning	Minor Site Plan Review ^{2,4}	\$205
Zoning	Site Plan Resubmittal	\$165
Zoning	Site Plan Amendment	\$140
Zoning	Site Plan Permit Extension	\$150
Zoning	Signs without Proffers	\$180 + \$110 per sign
Zoning	Signs with Proffers	\$260 + \$110 per sign
Zoning	Commercial Addition ^{2,4}	\$115
Zoning	Comm. Detached Access Structure	\$75
Zoning	Zoning Confirmation Letters- Commercial	\$200
Zoning	Zoning Board Of Appeals Commercial + Mailing	\$650
Zoning	Certificate & Inspection (No Proffers)	\$355
Zoning	Certificate & Inspection (Proffers Attached)	\$670
Zoning	Commercial Amendment and Inspection (No Proffers)	\$235
Zoning	Commercial Amendment and Inspection (Proffers Attached)	\$390
Zoning	¹ Minor Proffer Surcharge	\$80
Zoning	² Major Proffer Surcharge	\$190
	³ Minor Overlay District Surcharge	\$40
Zoning	⁴ Major Overlay District Surcharge	\$150
Zoning	OTHER ZONING FEES	
Zoning	Special Use Permit	\$455
Zoning	Rezoning	\$605
Zoning	Proffer Amendment Fee	\$605
Zoning	Preliminary Plats ¹	\$50
Zoning	Record/Final Plats ¹	\$50
Zoning	Exempt Plat Review ¹	\$50
Zoning	Special Event Permit < 1,000 participants est.	\$365
Zoning	Special Event Permit > 1,000 participants est.	\$515
Zoning	Division Of Motor Vehicle Certification Letters	\$185
Zoning	Temp Zoning Approvals	\$65
Zoning	Administrative Reduction In Yard	\$110
Zoning	Early Phase Permit	\$110
Zoning	Zoning - Temporary Electric	\$35
Zoning	Buoy Application	\$40
Zoning	INSPECTION FEES	
Zoning	Commercial Site Plan Re-Inspection	\$135
Zoning	Zoning Proffer Inspection	\$220
Zoning	Zoning Proffer Reinspection	\$110
Zoning	Special Use (Conditions) Inspection	\$220
Zoning	Special Use (Conditions) Reinspection	\$110
Zoning	ADMINISTRATIVE CHARGES	
Zoning	Information Request	Staff Time/Hr + cost of copies

Zoning	Copies of Zoning Specification Sheets	Staff Time/Hr + cost of copies
Zoning	Copies of Zoning Case Files	Staff Time/Hr + cost of copies
Contact Information		
Code Compliance Department 9019 Old Battlefield Boulevard Suite 300 Spotsylvania, VA 22553 Phone: 540-507-7222 Fax: 540-507-7282		
Abbreviations and Symbols		
bldg.	building	
CBO	Chief Building Official	
CO	Certificate of Occupancy	
com.	Commercial	
ERU	equivalent residential units	
est.	estimated	
gpd	gallons per day	
ind.	Industrial	
min.	minimum	
Definitions and Notes:		
* Virginia State levy on all permits for the purpose of continued education and training (1.75% of building permit fee).		
* BMP-Best Management Practices: "...effective, practical means of preventing or reducing the amount of pollution generated by non-point sources to a level compatible with water quality goals." Spotsylvania County Code, Section 6A-4. Definitions		
* Deposits - All deposits collected are non-refundable.		
* Permit Applications - Awaiting issuance or additional information are voided after six months and deposits are forfeited.		
* Riser: sprinkler system water main.		
* Mechanical inspections: inspections of heating, ventilation, and air conditioning systems.		
* Refunds (Building & Zoning) - All refunds need to be requested in writing to the Code Compliance Department Directors. 70% refund of amount paid minus the deposit, if no inspections have been made; or 70% refund minus the deposit and a percentage based on the number of inspections.		
* Refunds (Planning): All refunds must be requested in writing to the Planning Director. Refunds will be issued in the following circumstances: 95% of Planning fees if application is withdrawn within three (3) business days of submission; 80% of Planning fees if application is withdrawn during the initial review period (time varies depending on application type); 40% of Planning fees if application is withdrawn within ten (10) business days after initial review comments are issued.		
* Gross Building Area: The total area of each floor including the basement and all exterior structures, (such as decks, porches, garages, sheds, etc.)		
* Head: sprinkler head.		

* For permitting and review purposes: townhouses are considered residential; apartments and churches are considered commercial.

* Permit transfer: would apply, for example, in the sale of a house.

* Plumbing Fixture: A receptacle or device that is either permanently or temporarily connected to the water distribution system of the premises and demands a supply of water there from; discharges wastewater, liquid-borne waste materials or sewage either directly or indirectly to the drainage system of the premises; or requires both a water supply connection and a discharge to the drainage system of the premises. (Examples but not limited to: dishwasher, eye wash station, water heater, floor drain, sink, urinal, toilet, tub, shower, service sink, drinking fountain, clothes washer, water purifier, separator, interceptor)

* Amusement device fees are regulated by the State.

*Stormwater Management fees are regulated by the State

Commercial New Construction/ Alterations COMPLEXITY CHART

Group	Factor - Use Description	
1	1 - S,U,H,F,shell	\$0.13
2	1.2 - B,M	\$0.15
3	1.3 - A2,3,4,E,I4,R2	\$0.16
4	1.4 - R1,A1	\$0.18
5	1.75 - I1,2,3	\$0.22

Commercial New Construction Plan Review

Group	Factor - Use Description	
1	1 - S,U,H,F,shell	\$0.11
2	1.2 - B,M	\$0.13
3	1.3 - A2,3,4,E,I4,R2	\$0.14
4	1.4 - R1,A1	\$0.15
5	1.75 - I1,2,3	\$0.19

Commercial Amendment Plan Review

Group	Factor - Use Description	
1	1 - S,U,H,F,shell	\$0.04
2	1.2 - B,M	\$0.05
3	1.3 - A2,3,4,E,I4,R2	\$0.06
4	1.4 - R1,A1	\$0.06
5	1.75 - I1,2,3	\$0.07