

<b>Title:</b> Regulatory Policy Development Application and Permit Fees	<b>Policy No.</b> Part 7, Planning and Land Use Chapter 4, Fees Section 3
	<b>Effective Date</b> July 1, 2009
<b>Policy Custodian</b> Planning and Zoning Division	<b>Adoption/Revision Date</b> June 9, 2009

**Adopting Resolution(s):** CC09-271

**References (Statutes /Resos/Policies):** Zoning Resolution, Land Development Regulation; CC94-297, CC94-342, CC95-134, CC95-415, CC95-785, CC99-426, CC99-634, CC99-695, CC00-367, CC00-406, CC01-054, CC01-536, CC02-338, CC04-463, CC06-484

**Purpose:** To specify fees for development applications and permits.

**Policy:** Development Application and Permit Fees

A. Applicability

1. The fees set forth in the Fee Table shall supersede and replace all other references to the same fees in any other policy or regulation.
2. All Application and Permit Fees are non-refundable.
3. Any person, firm or corporation failing to obtain the required zoning approval and/or permit(s) as required by the Zoning Resolution shall be required to pay two times the amount of any applicable fees.
4. Fees for applications apply to the initial request and the first revision in response to staff recommendations and/or referral comments, depending on the type of review involved. Each additional resubmittal of a survey, plat, written restrictions or other such documents previously red marked and provided to the applicant in response to unresolved comments and recommendations, or submitted by the applicant evidencing new changes, will be charged an additional review fee as specified in the Fee Table.

B. Fee Computation

1. The Director of Planning and Zoning should review annual costs and revenues at the time of budget review to determine the cost recovery percentage.
2. The Director of Planning and Zoning and/or the Director of Development and Transportation may increase/reduce fees in an amount not to exceed a 25% cost recovery. Fee schedule changes shall be effective January 1 of each year. The Fee Table shall be modified accordingly.

C. Exceptions

1. The application fee for Preliminary Development Applications may be applied toward formal submittal if the formal application is submitted within 6 months of the Preliminary Development Application.
2. If the proposed development provides affordable housing units, is certified by the Community Development Division as providing affordable housing, and is sustainable through deed or covenant restrictions, then application and permit fees may be assessed or prorated by the number of affordable units and reduced at the discretion of the Director of Planning and Zoning.
3. Any fee paid to the county for rezoning for a landfill shall be credited toward the Certificate of Designation application fee.

#### D. Definitions

1. Miscellaneous permits include but are not limited to: construction of structures not requiring building permits; swimming pools; recreation facilities; construction and sales trailers; Christmas tree lot; fireworks stands; and home occupations as a use by right.
2. Administrative Review is the research of subdivision conformance (including parcel research) or historical zoning. Minor indicates the required research will take one (1) hour or less. Major indicates the requested research will take more than one (1) hour.

## Development Application and Permit Fee Table

Special Use		Fee	Zoning Review		Fee
Mining		$\$167 \times \sqrt{\text{acreage}} + (0.001 \times \text{tonnage to be removed})$	Miscellaneous Permit		\$45
All Others		$\$167 \times \sqrt{\text{acreage}}$ (\$625 min.)	Signs		$\$35 + 50¢ \text{ sf}$
Rezoning		Fee	Fences		$\$35 + \$4 \text{ per } 100 \text{ lf}$
Mining		$(\$167 \times \sqrt{\text{acreage}}) + (0.001 \times \text{tonnage to be removed})$	Residential Alteration, Finish, Conversion		\$35
Certificate of Designation or Amendment		$(\$167 \times \sqrt{\text{acreage}}) + (0.0015 \times \text{total air space cubic yards})$	Residential Addition		\$65
All Other		$\$167 \times \sqrt{\text{acreage}}$ (\$625 min.)	New Residential		\$125
Subdivision		Fee	Non-residential Alteration, Finish, Conversion		\$65
Plat –Preliminary		$\$375 + \$32 \text{ for each lot over } 3$	Non-residential Addition		\$125
Plat –Final		$\$375 + \$32 \text{ for each lot over } 3$	New Non-residential		\$250
Preliminary and Final Plat		$\$750 + \$64 \text{ for each lot over } 3$	Special Event- block party		\$15
Minor Adjustment		\$375	Special Event- all other		\$125
Plat Appeal		\$125	Administrative Review (Minor)		\$35
Exemption from Platting		\$375	Administrative Review (Major)		\$125
Merger Agreement		\$65	Zoning Certificate/Affidavit		\$7 per page/parcel
Rural Cluster		$\$375 + \$32 \text{ for each lot over } 3$	Access Permit		\$45
Land Disturbance		Fee	Telecommunication		\$65
Grading Permit		\$500	Fireworks Stands		\$3,750
Notice of Intent		\$125			
Flood Plain Permit		\$125			
Miscellaneous Reviews		Fee	Variance/Administrative Exception		Fee
Resubmittal for 3rd Referral		\$375	Administrative Exception		\$125
Resubmittal for 4th, 5th, etc. Referral		\$625	Board of Adjustment - Variance, Special Exception, Appeal		\$325
Engineering Advisory Board		\$115 per hour	Board of Adjustment - Hazard Area		\$375
			Board of Adjustment - Renewal		\$125
Site Approval Review		Fee	Special District Service Plan		Fee
All Applications		\$375	Formal Service Plan		\$500
			Material Modification		\$250
Waiver/Minor Variation		Fee	Vested Rights		Fee
For each request over 3		\$65	Site Specific Development Plan		\$125
			Extension		\$125
Site Development Plan		Fee	Preliminary Application Review		Fee
Minor Modification		\$125	All Applications		\$125
All Others		\$625			
Vacation of Right of Way		Fee			
All Applications		\$325			