

PLANNING DIVISION FEES

Effective May 3, 2011, City Council approved a 1% Long Range planning surcharge to be added to applicable Land Use Applications [Res. 11-08, Eff. 5/3/11](#).

Application	Application Fee	1% Surcharge	Total	Deposit Required	Resolution
Accessory Dwelling Unit	\$100		\$100		Res. 09-08, Eff. 6/02/09
Addressing					
Change of existing address (Commercial/Single Family Res.)	\$216		\$216		
Assign Single Family Residences	\$54 + \$7 per lot		Varies		Res. 09-08, Eff. 6/02/09
Multi Family less than 50 units	\$66 + \$7 per unit		Varies		
Multi Family 50+	\$66 + \$4 per unit		Varies		
Commercial (tenant or unit assignment)	\$66 for address or range + \$44 per tenant or unit		Varies		
Amendment to Approved Applications					Res. 09-08, Eff. 6/02/09
Type I	\$250		\$250		Res. 11-08, Eff. 5/3/11
Minor Amendments	\$1000		\$1000		Res. 09-08, Eff. 6/02/09
Major Amendment Hearings Officer based on hourly rate – requires deposit	½ original application fee (subject to review by the Planning Official)		Varies	\$2500	Res. 16-42 Eff. 11/01/16
Annexation (Non-Election) Based on hourly rate-requires deposit	Actual cost		Actual cost	\$3000	Res. 09-08, Eff. 6/02/09
Annexation (Election) Based on hourly rate – requires deposit	Actual cost		Actual cost	\$3000 Standard \$10,000 for special election	Res. 09-08, Eff. 6/02/09
De-Annexation (Withdraw of Territory) Based on hourly rate – requires deposit	Actual cost		Actual cost	\$2500	Res. 09-08, Eff. 6/02/09

Application	Application Fee	1% Surcharge	Total	Deposit Required	Resolution
Appeals					
Administrative Decision Based on hourly rate – requires deposit	\$500 + attorney fees		Actual Cost	\$1500	Res. 09-08, Eff. 6/02/09
Planning Commission/Design Review Board Decision Based on hourly rate – requires deposit	\$1000 + attorney fees		Actual cost	\$2500	
Athletic Court Review	\$100		\$100		Res. 09-08, Eff. 6/02/09
Conditional Use (normally paired with Design Review)					
Pre-Application Conference					
Mid Level <5 acres	\$500		\$500		Res. 09-08, Eff. 6/02/09
Major Level >5 acres	\$1000		\$1000		
Application	\$3109	\$31	\$3140		
Traffic Impact Study Review (if required) Based on hourly rate – requires deposit	Actual cost		Actual cost	\$2500	
Hearings Officer/Architectural Services (if required). Based on hourly rate – requires deposit	Actual Cost		Actual Cost	\$3500	Res. 16-42 Eff. 11/01/16
Condominium Plat Review Fee	\$1000 +\$100 per lot/tract		\$1000 +\$100 per lot/tract		Res. 09-08, Eff. 6/02/09
Density Transfer	\$1400		\$1400		Res. 11-08, Eff. 5/3/11
Design Review					
Pre-Application Conference					
Mid Level <5 acres	\$500		\$500		Res. 11-08, Eff. 5/3/11
Major Level >5 acres	\$1000		\$1000		
Application					
Type I	\$500	\$5	\$505		
Minor Design Review	\$1500	\$15	\$1515		
Major Design Review					
<\$500K CV Hearings Officer/Architectural Services Based on hourly rate – requires deposit	\$1539 +	\$15	\$1554+	\$3500	Res. 16-42 Eff. 11/01/16

Application	Application Fee	1% Surcharge	Total	Deposit Required	Resolution
\$500K to 3M CV Hearings Officer/Architectural Services Based on hourly rate – requires deposit	\$2565 +	\$26	\$2591+	\$3500	
>3M CV Hearings Officer/Architectural Services Based on hourly rate – requires deposit	\$8722 +	\$87	\$8809+	\$3500	Res. 16-42, Eff. 11/01/16
Traffic Study Review Based on hourly rate – requires deposit	Actual cost		Actual cost	\$2500	Res. 09-08, Eff. 6/02/09
Development Agreement/Memorandum of Agreement				\$2500	Res. 11-08, Eff. 5/3/11
Development Code/Comprehensive Plan Amendments					Res. 09-08, Eff. 6/02/09
Pre-Application Conference	\$500		\$500		
Development Code or Comprehensive Plan Text Amendments	\$3553	\$36	\$3589		
Comprehensive Plan Map/Zoning Map Amendments					Res. 11-08, Eff. 5/3/11
Less than 20 acres	\$3553	\$36	\$3589		
More than 20 acres	\$ 10,880	\$109	\$10,989		
Traffic Study Review Based on hourly rate – requires deposit	Actual cost		Actual cost	\$2500	Res. 09-08, Eff. 6/02/09
Development Re- Inspection Conformance with Conditions of Approval, re-inspection of preliminary “walk-through” - Based on hourly rate	Actual Cost		Actual Cost		Res. 09-08, Eff. 6/02/09
Environmental Review Permit (Steep Slopes, Natural Resources, Flood Management Overlay Zones)					
Type I	\$500	\$5	\$505		Res. 09-08, Eff. 6/02/09
Type II/Type III	\$2500	\$25	\$2525		
Expedited Land Decision	\$10,112	\$101	\$10,203		Res. 09-08, Eff. 6/02/09
Home Occupation Permit Hearings Officer based on hourly rate – requires deposit				\$2500	Res. 16-42, Eff. 11/01/16

Application	Application Fee	1% Surcharge	Total	Deposit Required	Resolution
+\$50 home based business license (pro-rated per calendar year)	\$750+		\$750+		Res. 12-16, Eff. 7/17/12
Land Development Time Extension	\$100		\$100		Res. 09-08, Eff. 6/02/09
Land Partition					Res. 09-08, Eff. 6/02/09
Pre-Application Conference	\$250		\$250		
Application	\$2775	\$28	\$2803		Res. 11-08, Eff. 5/3/11
Final Plat Review	\$1000		\$1000		Res. 09-08, Eff. 6/02/09
Master Plan					
Pre-Application Conference					Res. 09-08, Eff. 6/02/09
Simple <10 acres	\$500		\$500		
Complex >10 acres	\$1000		\$1000		
Application					
Simple <10 acres	\$3553	\$36	\$3589		Res. 11-08, Eff. 5/3/11
Complex >10 acres	\$10880	\$109	\$10989		
Measure 37 Applications Based on hourly rate – requires deposit, plus cost for an independent appraisal if requested	Actual cost		Actual cost	\$2000	Res. 09-08, Eff. 6/02/09
Model Homes/Units Application					Res. 09-08, Eff. 6/02/09
Type I Review	\$300		\$300		Res. 11-08, Eff. 5/3/11
Type II/Type III Review	\$1000		\$1000		Res. 09-08, Eff. 6/02/09
Planned Unit Development					
Pre-Application Conference					Res. 09-08, Eff. 6/02/09
4 – 9 lots	\$250		\$250		
10 – 99 lots	\$500		\$500		
100 lots or more	\$1000		\$1000		
Application					
4 – 9 lots	\$2775 + \$300 per lot	\$28	\$2803 +\$300 per lot		
10 – 29 lots	\$2775 + \$200 per lot	\$28	\$2803 +\$200 per lot		Res. 11-08, Eff. 5/3/11
30 – 59 lots	\$2775 + \$125 per lot	\$28	\$2803 +\$125 per lot		
60 lots or more	\$2775 + \$100 per lot	\$28	\$2803 +\$100 per lot		

Application	Application Fee	1% Surcharge	Total	Deposit Required	Resolution
Hearings Officer based on hourly rate – requires deposit				\$2500	Res. 16-42 Eff. 11/01/16
Traffic Study Review - Based on hourly rate plus deposit	Actual cost		Actual cost		Res. 09-08, Eff. 6/02/09
4 – 9 lots	Actual cost		Actual cost	\$500	Res. 11-08, Eff. 5/3/11
More than 10 lots	Actual cost		Actual cost	\$2500	Res. 09-08, Eff. 6/02/09
Final Plat	\$1000 + \$100 per lot/tract		\$1000 + \$100 per lot/tract		Res. 09-08, Eff. 6/02/09
Re-naming of Approved PUD (post land-use approval)	\$1000		\$1000		
Planning Document Fees <i>(copies of)</i>					Res. 09-08, Eff. 6/02/09
Development Code	\$100		\$100		
Comprehensive Plan	\$20		\$20		
Rock Creek Comprehensive Plan	\$25		\$25		
Zoning Map (11"x17") Zoning Map Full Size	\$5 \$25		\$5 \$25		
Transportation System Plan	\$25		\$25		
Parks Master Plan	\$65		\$65		
Property Line Adjustment Proof of deed required with submission of application	\$500		\$500		Res. 09-08, Eff. 6/02/09
Public Easement Vacation	\$500		\$500		Res. 09-08, Eff. 6/02/09
Reimbursement District Formation	\$1500		\$1500		Res. 09-08, Eff. 6/02/09
Re-Submittal Fees					
After first incomplete	\$250		\$250		
After second incomplete	\$500		\$500		Res. 09-08, Eff. 6/02/09
Modification of Proposal	\$750		\$750		
Re-schedule Public Hearing	\$500		\$500		
New Public Hearing due to voluntary remand caused by applicant - Based on hourly rate – requires deposit	Actual cost		Actual cost	\$2500	
Road Naming	\$105		\$105		Res. 09-08, Eff. 6/02/09

Application	Application Fee	1% Surcharge	Total	Deposit Required	Resolution
Signs					
Permanent Commercial/ Industrial/Institutional signs	\$150		\$150		Res. 11-08, Eff. 5/3/11
Temporary Commercial/Industrial/Institutional (including large "For Sale") signs	\$50		\$50		
Temporary subdivision entrance/large "For Sale" sign	\$50		\$50		Res. 09-08, Eff. 6/02/09
Subdivision Entrance/monument sign (permanent)	\$150		\$150		Res. 09-08, Eff. 6/02/09
Similar Use Determination/Code Interpretation/Non- Conforming Use Expansion	\$500		\$500		Res. 09-08, Eff. 6/02/09
Street or Plat Vacation	\$1500		\$1500	\$2500 for survey work	Res. 11-08, Eff. 5/3/11
Subdivision					Res. 09-08, Eff. 6/02/09
Pre-application conference					
Minor (4 – 9 lots)	\$250		\$250		Res. 09-08, Eff. 6/02/09
Mid-level (10 – 100 lots)	\$500		\$500		
Major (more than 100 lots)	\$1000		\$1000		
Application					
4 – 9 lots	\$2775 + \$300 per lot	\$28	\$2803 +\$300 per lot		Res. 11-08, Eff. 5/3/11
10 – 29 lots	\$2775 + \$200 per lot	\$28	\$2803 +\$200 per lot		
30 – 59 lots	\$2775 + \$125 per lot	\$28	\$2803 +\$125 per lot		
60 or more lots	\$2775 + \$100 per lot	\$28	\$2803 +\$100 per lot		
Hearings Officer based on hourly rate – requires deposit				\$2500	Res. 16-42 Eff. 11/01/16
Traffic Study Review - Based on hourly rate + deposit	Actual cost		Actual cost		Res. 09-08, Eff. 6/02/09
4 - 9 lots	Actual cost		Actual cost	\$500	Res. 11-08, Eff. 5/3/11
More than 10 lots	Actual cost		Actual cost	\$2500	

Application	Application Fee	1% Surcharge	Total	Deposit Required	Resolution
Final Plat	\$1000 + \$100 per lot/tract		\$1000 + \$100 per lot/tract		Res. 09-08, Eff. 6/02/09
Re-naming of Approved Subdivision (post land-use approval)	\$1000		\$1000		
Temporary Use Permit					
Seasonal and Special Event	\$300		\$300		Res. 09-08, Eff. 6/02/09
Temporary Sales Office (Non-Model Home)	\$100		\$100		
Temporary Building (Commercial/Industrial)	\$100		\$100		
Temporary Building (Construction Site)	\$100		\$100		Res. 09-08, Eff. 6/02/09
Traffic Study Review					
1 - 9 lots	Actual cost		Actual cost	\$500	Res. 11-08, Eff. 5/3/11
More than 10 lots	Actual cost		Actual cost	\$2500	Res. 09-08, Eff. 6/02/09
Tree Removal Permit					
Type "A" (1 – 3 trees)	\$50		\$50		Res. 12-16, Eff. 7/17/12
Type "B" (4 or more trees)	\$75 application fee + \$50 per tree to a maximum of \$5000		\$75 - \$5000		
Variance					
Class "A"	\$300	\$3	\$303		Res. 11-08, Eff. 5/3/11
Class "B"	\$1400	\$14	\$1414		Res. 09-08, Eff. 6/02/09
Class "C"	\$2800	\$28	\$2828		

***Design Review Board Professional**

Certified Landscape Architect (actual cost based on hourly rate – requires \$2500 deposit)

Deposit Information

When deposits are required it is to ensure that the City's actual expenses are covered. Remaining balance from a deposit will be refunded. If deposit amount is depleted, additional monies may be required. All base fees are nonrefundable.