

Town of Holly Springs Department of Planning & Zoning | Fee Schedule FY18/19

Fees Effective July 1, 2018

Project Name: _____ Project/Permit #: _____
example: Project #: 18-DP-05 Permit# 18 - 0001

Received From: _____ Payment Type: Cash CC Check #:

Payment Code: PPC | Account: 10 321.01

Rezoning Petition	Fee Code	Fee	Amount
Zone Map Change Petition	P&Zfee8	\$900 + \$10/acre *	
Planned Unit Development Petition	Fee Code	Fee	Amount
PUD Master Plan / Major Amendment	P&Zfee23	\$1500+\$10/acre*	
PUD Master Plan / Minor Amendment	P&Zfee34	\$500	
Development Petition	Fee Code	Fee	Amount
Development Plan: New / Major Amendment	P&Zfee11	\$1000+\$5/acre: _____ Acres * / **	
Development Plan: Multi-Family / Residential Development Options / Major Amend or Development Options	P&Zfee16	\$1500+\$5/unit*	
Special Exception Use	P&Zfee17	\$400 + Development Plan Review Fee * + Variance Fee	
Special Exception Use Family Child Care Home	P&Zfee17	\$200	
Special Exception Use	P&Zfee17	\$800 (after the fact)	
Appeal of Director's Determination	P&Zfee6	1/2 of Original Fee of \$ _____	
Subdivision Petition	Fee Code	Fee	Amount
Subdivision Plan: Master Plan	P&Zfee13	\$700+\$5/acre: _____ Acres * / **	
Subdivision Plan: Preliminary Plan / Detailed Phase Review / Major Amendment	P&Zfee14	\$700+\$5/lot	
Development Waiver/Alternate Compliance Petition	Fee Code	Fee	Amount
UDO Waiver/Alternate Compliance	P&Zfee26	\$100/each	
Final Plat Petition	Fee Code	Fee	Amount
Final Subdivision Plat	P&Zfee1	\$300+\$10/per lot	
Minor Subdivision / Recombination Plat	P&Zfee2	\$250	
Re-Plat / Amendment to Recorded Plat	P&Zfee4	\$200	
Exempt Plat or Easement & R/W Plat (if not amending an existing plat)	P&Zfee5	\$100	
Board of Adjustment	Fee Code	Fee	Amount
Variance	P&Zfee27	\$350 / \$50 with SEU *	
Variance	P&Zfee28	\$500 (after the fact) *	
Administrative Appeal	P&Zfee18	\$250	
Other	Fee Code	Fee	Amount
Additional Review Fee (PUD, Subdivision, DP, Plats)	P&Zfee21	1/2 of Original Fee of \$ _____	
Plan Extension	P&Zfee35	\$100	
Minor Plan Amendment	P&Zfee19	\$200 (Includes 2 reviews & official action) Add'l review \$200 each	
Comprehensive Plan Map or Text / UDO Text Amendment	P&Zfee29	\$700 *	
Zoning Vested Rights	P&Zfee30	\$400	
Development Agreement Public Hearing Fee	P&Zfee31	Actual Cost of Ads	
Master Sign Plan (New/Amendment)	P&Zfee33	\$200 + App Waiver and/or Var Fees	
Incomplete Petition Processing Fee	P&Zfee32	\$50	

Payment Code: TRC Request & Communication | Account: 10 321.01

TRC Request & Communication/TRC Additional	N/A	\$100/add'l request \$200	
*All Fees Double for part parcel			Total Due:

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**** Acreage to the nearest tenth 0.0**

Payment Code: Permits

UDO Permits	Type	Fee	Amount	Account
Accessory Use, Building or Structure	UDO 1	\$75 / \$150 After the Fact		10 321.01
Home Occupation Registration	UDO 2	\$35 / \$70 After the Fact		10 321.01
Permanent Sign Installation Permit	UDO 3	\$75 / \$150 After the Fact		10 321.01
Temporary Sign Installation Permit	UDO 4	\$50 / \$100 After the Fact		10 321.01
Temporary Use, Building or Structure	UDO 6	\$75 / \$150 After the Fact		10 321.01
Temporary Lighting	UDO 7	\$75 / \$150 After the Fact		10 321.01
Wireless Telecommunications Facilities (plus SEU fees when applicable)	UDO 8	\$1000/\$2000 After the Fact		10 321.01
Wireless Small Cell Telecom Co-location existing on utility pole in Town ROW (Max 25 permits per batch)	UDO 8	\$100 ea (first 5) + \$50 ea add'l (max 20) + \$500 tech consulting fee Total not to exceed \$2500		10 321.01
Zoning Verification Letter	UDO 9	\$100		10 321.01
Laying Hen	UDO 10	\$75/ \$150 After the Fact		10 321.01

Surety

Payment Code: Permit UDO 11: P&Z UDO Surety	Fee	Amount	Account
UDO Compliance Surety	\$300		10 321.01
Payment Code: P&Z Surety Refund Account	Fee	Amount	Account
Surety Amount (copy Finance Director)			10 210.02

Miscellaneous Revenue Collections

Payment Code: P&Z Re-Inspection	Fee	Amount	Account
Planning Re-Inspection Fee	\$75		10 321.03

Payment Code: Zoning Citation Fees

Payment Code: Zoning Citation Fees	Fee	Amount	Account
Zoning Citation Fees	See UDO for Fees		10 321.02

Payment Code: P&Z Paper copies

Payment Code: P&Z Paper copies	Fee	Amount	Account
8 1/2" X 11" (per side)	\$0.10 per page		10 340.01
8 1/2" X 14" (one / two side)	\$0.10 per page		10 340.01
11" X 17" (one / two side)	\$0.20 per page		10 340.01

Payment Code: P&Z Maps, GIS and Photographs

Payment Code: P&Z Maps, GIS and Photographs	Fee	Amount	Account
8 1/2" X 11"	\$2		10 340.01
11" X 17"	\$3		10 340.01
18" X 24"	\$5		10 340.01
24" X 36"	\$10		10 340.01
30" x 42"	\$12		10 340.01
36" X 48"	\$15		10 340.01

***All Fees Double for part parcel**
**** Acreage to the nearest tenth 0.0**

Total Due:

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Received From: _____ Payment Type: Cash CC Check #: _____

Payment Code: P&Z Publications	Fee	Amount	Account
Development Procedures Manual (DPM) hard copy	\$30		10 321.04
CD	\$10		10 321.04
Supplement #13 only	\$9.50		10 321.04
Unified Development Ordinance (UDO) hard copy	\$77		10 321.04
CD	\$10		10 321.04
Supplement #16 only	\$8		10 321.04
Vision Holly Springs/Comprehensive Plan hard copy	\$63		10 321.04
CD	\$10		10 321.04
Supplement #3 only	\$47.15		10 321.04
Village District Area Plan	\$6		10 321.04
Northeast Gateway Plan	\$6		10 321.04
Southern Gateway Plan	\$6		10 321.04
Miscellaneous Postage	Actual Postage		10 321.04
Files on CD Rom	\$10		10 321.04
Other:			10 321.04
Total Due:			

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