

Town of Holly Springs Department of Planning & Zoning | Fee Schedule FY19/20

Fees Effective July 1, 2019

Project Name: _____ Project/Permit #: _____
example: Project #: 19-DP-05 Permit# 19 - 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 / New & Major Amendment (4 reviews)	P&Zfee23	\$1500+\$10/acre*	
PUD Master Plan / Minor Amendment (4 reviews)	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&Zfee 17	\$500	
Special Exception Use Family Child Care Home	P&Zfee17	\$200	
Special Exception Use After The Fact	P&Zfee17	Double the fee	
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	
All other plats: Minor Subdivision/Recombination/Amendment / Exempt plat or easement / ROW	P&Zfee2	\$200	

Variances/Board of Adjustment Decision	Fee Code	Fee	Amount
TC Variance	P&ZFfee26	\$100	
BOA Variance	P&Zfee27	\$350 *	
BOA Variance – After the fact	P&Zfee28	\$500*	
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 3 reviews) 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 ** Acreage to the nearest tenth 0.0			Total Due:

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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 *Temporary Family Health Care Home	UDO 6	\$75 / \$150 After the Fact *\$100/Annual Renewal \$50		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 + inspection fee		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	Fee	Amount	Account
Zoning Citation Fees	See UDO for Fees		10 321.02

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	Fee	Amount	Account
8 1/2" X 11"	\$2		10 340.01
11" X 17"	\$3		10 340.01
24" X 36"	\$10		10 340.01

Payment Code: P&Z Publications	Fee	Amount	Account
Miscellaneous Postage	Actual Postage		10 321.04
Files on CD	\$10		10 321.04
Other:			10 321.04

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Total Due: _____