



# Planning Fee Schedule

Development Services Center

Effective July 1, 2018 (Unless Noted Otherwise)

Application Type or Fee	Fees
<b>Zoning Map Change (Rezoning) **</b>	
<b>All Residential (Not Listed Below), 5 Acres or Less</b>	\$1,000.00 Base Fee + \$100.00 Public Works Zoning Review + \$40.40 4% Technology Surcharge <u>+ \$655.00 Notification Surcharges*</u> <b>= \$1,795.40 Total Fee</b>
<b>Non-Substantial Modifications to Existing Design Guidelines (Only)</b>	\$1,500.00 Base Fee + \$60.00 4% Technology Surcharge <u>+ \$655.00 Notification Surcharges*</u> <b>= \$2,215.00 Total Fee</b>
<b>All Residential (Not Listed Below), More than 5 Acres</b>	<b>A total of:</b> \$3,000.00 Base Fee + \$65.00 Per Acre (rounded up) <u>+ \$100.00 Public Works Zoning Review</u> + 4% Technology Surcharge on Subtotal + \$655.00 Notification Surcharges*†
<b>Design District, Residential Multifamily, Commercial, Industrial, or Research without a Development Plan</b>	<b>A total of:</b> \$3,500.00 Base Fee + \$65.00 Per Acre (rounded up) <u>+ \$100.00 Public Works Zoning Review</u> + 4% Technology Surcharge on Subtotal + \$655.00 Notification Surcharges*†
<b>PDR, Mixed Use, Office, Residential Multifamily, Commercial, Industrial, or Research with a Development Plan</b>	<b>A total of:</b> \$4,500.00 Base Fee + \$65.00 Per Acre (rounded up) <u>+ \$100.00 Public Works Zoning Review</u> + 4% Technology Surcharge on Subtotal + \$655.00 Notification Surcharges*†
<b>Development Plan as Site Plan/ Preliminary Plan</b>	<b>A total of:</b> Half of zoning base fee + Half of site plan/preliminary plat base fee <u>+ \$100.00 Public Works Zoning Review</u> + 4% Technology Surcharge on Subtotal + \$655.00 Notification Surcharges*†

\*If multiple signs are necessary to adequately notify neighbors, extra fees will be charged.

\*\*The list of notification surcharges is on page 8.

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Application Type or Fee	Fees
<b>Re-Review Fees – All Development Applications</b>	
<b>Re-Review Fees - Apply to all Development Applications</b> <i>NOTE: Re-review fees are required at the time of 2nd re-review (3rd staff review of project) and are charged for each subsequent review.</i>	<b>Half of original filing fee</b> [base fee plus per acre fee + building area fee + per lot fee + per unit fee, as applicable] <b>plus 4% Technology Surcharge on Subtotal</b>
<b>Annexation, Consolidated**</b>	
<b>Consolidated Annexations with Zoning Map Change</b>	\$800.00 Base Fee + \$32.00 4% Technology Surcharge + \$47.00 Recordation Fee + \$655.00 Notification Surcharges* <hr/> <b>= \$1,534.00 Total Fee</b>
<b>Consolidated Annexation Cases with Direct Translation from County Zoning</b>	\$400.00 Base Fee + \$16.00 4% Technology Surcharge + \$47.00 Recordation Fee + \$383.00 Notification Surcharges* <hr/> <b>= \$846.00 Total Fee</b>
<b>Board of Adjustment Applications**</b>	
<b>Appeal of an Administrative Decision</b>	<b>A total of:</b> \$300.00 Base Fee + \$12.00 4% Technology Surcharge + Notification Surcharges for advertising, letter notice, and signs, as applicable*
<b>BOA Single-Family Projects (fences, etc.) and Reasonable Accommodations Requests</b>	\$475.00 Base Fee + \$19.00 4% Technology Surcharge + \$383.00 Notification Surcharges* <hr/> <b>= \$877.00 Total Fee</b>
<b>Wireless Communications Facilities (WCF) Minor Use Permit</b> <i>(Note: The WCF consultant fee varies and is charged separately)</i>	\$3,165.00 Base Fee + \$126.60 4% Technology Surcharge + \$383.00 Notification Surcharges* <hr/> <b>= \$3,674.60 Total Fee</b>
<b>All other BOA Applications (any other Use Permit, Variance, etc.)</b>	\$1,300.00 Base Fee + \$52.00 4% Technology Surcharge + \$383.00 Notification Surcharges* <hr/> <b>= \$1,735.00 Total Fee</b>

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Application Type or Fee	Fees
<b>Comprehensive Plan Amendment**</b>	
<b>Future Land Use Map/Plan Amendment</b>	<b>A total of:</b> \$2,100.00 Base Fee + \$84.00 4% Technology Surcharge + \$555.00 Notification Surcharges*† + \$100.00 Sign posting for Tier boundary change without zoning map change, if applicable
<b>Comprehensive Plan Text Amendment</b>	\$3,000.00 Base Fee + \$120.00 4% Technology Surcharge + \$690.00 Notification Surcharges = <b>\$3,810.00 Total Fee</b>
<b>Floodplain Development Permit</b>	
<b>Floodplain Development Permit (Small)</b> <i>(Initiated through the Planning Department and does not require review of a flood study or approval by a governing board)</i>	\$150.00 Base Fee + \$6.00 4% Technology Surcharge = <b>\$156.00 Total Fee</b>
<b>Floodplain Development Permit (Medium)</b> <i>(Initiated through the Planning Department and requires review of a flood study or approval by a governing board)</i>	\$240.00 Base Fee + \$9.60 4% Technology Surcharge = <b>\$249.60 Total Fee</b>
<b>Floodplain Development Permit (Large)</b> <i>(Initiated through the Planning Department and requires review of a flood study and approval by a governing board)</i>	\$500.00 Base Fee + \$20.00 4% Technology Surcharge = <b>\$520.00 Total Fee</b>
<b>Floodplain Building Permit</b>	\$90.00 Base Fee + \$3.60 4% Technology Surcharge = <b>\$93.60 Total Fee</b>
<b>Historic Preservation**</b>	
<i>NOTE: The base fee is doubled for applications associated with projects begun and/or completed without required approvals.</i>	
<b>Minor Works Certificate of Appropriateness (Staff Review Only)</b>	\$75.00 Base Fee + \$3.00 4% Technology Surcharge = <b>\$78.00 Total Fee</b>
<b>Major Works Certificate of Appropriateness (Historic Preservation Commission Review)</b>	<b>A total of:</b> \$150.00 Base Fee + \$100.00 if New Construction and/or + \$100.00 if Demolition + 4% Technology Surcharge on Subtotal + \$153.00 Notification Surcharges

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Application Type or Fee	Fees
<b>Historic Preservation, Continued</b>	
<b>Master Certificate of Appropriateness</b> ( <i>Historic Preservation Commission Review</i> )	\$300.00 Base Fee + \$12.00 4% Technology Surcharge <u>+ \$153.00 Notification Surcharges</u> <b>= \$465.00 Total Fee</b>
<b>Historic Signs</b>	\$150.00 Base Fee + \$6.00 4% Technology Surcharge <u>+ \$283.00 Notification Surcharges</u> <b>= \$439.00 Total Fee</b>
<b>Historic Landmark Designation</b>	\$800.00 Base Fee + \$32.00 4% Technology Surcharge + \$26.00 Recordation Fee <u>+ \$555.00 Notification Surcharges*</u> <b>= \$1,413.00 Total Fee</b>
<b>Historic District Designation</b>	\$20,000.00 Base Fee + \$800.00 4% Technology Surcharge <u>+ \$555.00 Notification Surcharges*†</u> <b>= \$21,355.00 Total Fee</b>
<b>Site Compliance Fees</b>	
<b>Landscape Extensions, Residential</b>	\$75.00 Base Fee <u>+ \$3.00 4% Technology Surcharge</u> <b>= \$78.00 Total Fee</b>
<b>Landscape Extensions, Minor Nonresidential</b> ( <i>Less than or equal to 25,000 square feet in gross floor area</i> )	\$150.00 Base Fee <u>+ \$6.00 4% Technology Surcharge</u> <b>= \$156.00 Total Fee</b>
<b>Landscape Extensions, Major Nonresidential</b> ( <i>Greater than 25,000 square feet in gross floor area</i> )	\$300.00 Base Fee <u>+ \$12.00 4% Technology Surcharge</u> <b>= \$312.00 Total Fee</b>
<b>Landscape Re-Inspections for Site Compliance</b>	\$100.00 Base Fee per Re-Inspection <u>+ \$4.00 4% Technology Surcharge</u> <b>= \$104.00 Total Fee, 1st Re-Inspection</b> <b>+ \$104.00 Added for each Re-Inspection</b> (i.e., \$208.00 total for 2nd re-inspection, \$312.00 total for 3rd re-inspection, etc.)
<b>Sign Compliance Re-Inspection Fee</b>	<b>\$50.00 Fee</b> for Each Re-Inspection <u>+ \$2.00 4% Technology Surcharge</u> <b>= \$52.00 Total Fee</b>

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Application Type or Fee	Fees
<b>Major Special Use Permit**</b>	
<b>Transportation Special Use Permit</b>	\$2,025.00 Base Fee + \$81.00 4% Technology Surcharge <u>+ \$383.00 Notification Surcharges*†</u> <b>= \$2,489.00 Total Fee</b>
<b>Wireless Communications Facilities (WCF) Major Use Permit</b> <i>(Note: The WCF consultant fee varies and is charged separately)</i>	\$3,165.00 Base Fee + \$126.60 4% Technology Surcharge <u>+ \$383.00 Notification Surcharges*†</u> <b>= \$3,674.60 Total Fee</b>
<b>All Other Major Use Permit Applications</b>	\$2,025.00 Base Fee + \$81.00 4% Technology Surcharge <u>+ \$383.00 Notification Surcharges*†</u> <b>= \$2,489.00 Total Fee</b>
<b>Site Plans</b> (NOTE: Site Plans not requiring a re-review after initial review will be reimbursed 33% of the original fee.)	
<b>Site Plan Intake Fee</b> (Creditable to the site plan application fee if site plan intake meeting is not canceled; or is canceled within prescribed timeframes, and/or if site plan application is incomplete after a number of submittal attempts, as published by the Planning Department)	<b>\$500.00 Fee</b> Payable at time of reservation for site plan intake meeting. The 4% Technology surcharge on the entire fee will be collected at time of site plan submittal.
<b>Administrative Site Plan – Level 1</b> (A site plan requiring only Planning Department review)	\$210.00 Base Fee <u>+ \$8.40 4% Technology Surcharge</u> <b>= \$218.40 Total Fee</b>
<b>Administrative Site Plan – Level 2</b> (A site plan with: <ul style="list-style-type: none"> <li>• A maximum of 200 square feet (sq. ft.) of new impervious surfaces added;</li> <li>• No required or proposed changes in stormwater management;</li> <li>• No more than 200 sq. ft. of new building area; and</li> <li>• Less than 12,000 sq. ft. of land disturbance)</li> </ul>	\$650.00 Base Fee <u>+ \$26.00 4% Technology Surcharge</u> <b>= \$676.00 Total Fee</b>
<b>Administrative Site Plan – Level 3</b> (A site plan with: <ul style="list-style-type: none"> <li>• 200 square feet (sq. ft.) or more of new impervious surfaces added;</li> <li>• No required or proposed changes in stormwater management;</li> <li>• No more than 1,000 sq. ft. of new building area; and</li> <li>• Less than 12,000 sq. ft. of land disturbance)</li> </ul>	\$1,700.00 Base Fee <u>+ \$68.00 4% Technology Surcharge</u> <b>= \$1768.00 Total Fee</b>

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Application Type or Fee	Fees
<b>Site Plans, Continued</b>	
<b>Administrative Site Plan – Level 4</b> <i>(A site plan that does not meet the definitions of a Level 1, Level 2, Level 3, or Major Site Plan)</i>	<b>A total of:</b> \$4,200.00 Base Fee + \$25.00 per 1,000 sq. ft. of gross building area (rounded up), and/or + \$40.00 per lot, and/or <u>+ \$25.00 per attached dwelling unit</u> + 4% Technology Surcharge on Subtotal
<b>Development Plan as Site Plan/ Preliminary Plat</b>	<b>A total of:</b> Half of zoning base fee + Half of site plan/preliminary plat base fee <u>+ \$100.00 Public Works Zoning Review</u> + 4% Technology Surcharge on Subtotal + \$655.00 Notification Surcharges*†
<b>Major Site Plan**</b>	<b>A total of:</b> \$4,700.00 Base Fee + \$25.00 per 1,000 sq. ft. of gross building area (rounded up), and/or + \$25.00 per lot, and/or <u>+ \$25.00 per attached dwelling unit</u> + 4% Technology Surcharge on Subtotal + Letter Notification Surcharges (if needed)
<b>Subdivisions</b>	
<b>Exempt Final Plat</b>	\$125.00 Base Fee <u>+ \$5.00 4% Technology Surcharge</u> <b>= \$130.00 Total Fee</b>
<b>Minor Plat</b> <i>(Subdivision of land into 6 lots or less that does not require right-of-way dedication, new utilities or extension of utilities, stormwater management, and is not associated with an approved preliminary plat)</i>	\$250.00 Base Fee <u>+ \$10.00 4% Technology Surcharge</u> <b>= \$260.00 Total Fee</b>
<b>Major Final Plat</b>	<b>A total of:</b> \$750.00 Base Fee <u>+ \$40.00 per lot</u> + 4% Technology Surcharge on Subtotal
<b>Preliminary Plat**</b> <i>NOTE: Preliminary plats not requiring a re-review after initial review will be reimbursed 33% of the original review fee.</i>	<b>A total of:</b> \$3,500.00 Base Fee <u>+ \$40.00 per lot</u> + 4% Technology Surcharge on Subtotal + Letter Notification Surcharges if governing board approval is needed

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<b>Subdivisions, Continued</b>	
<b>Preliminary Plat Amendment</b>	\$1,000.00 Base Fee + \$40.00 4% Technology Surcharge <hr/> = <b>\$1,040.00 Total Fee</b>
<b>Development Plan as Site Plan/ Preliminary Plat</b>	<b>A total of:</b> Half of zoning base fee + Half of site plan/preliminary plat base fee <hr/> + \$100.00 Public Works Zoning Review + 4% Technology Surcharge on Subtotal + \$655.00 Notification Surcharges*†
<b>Signage Plans and Permits</b>	
<b>Banner Plan Only</b>	\$75.00 Base Fee + \$3.00 4% Technology Surcharge <hr/> = <b>\$78.00 Total Fee</b>
<b>Common Signage Plan</b>	\$175.00 Base Fee + \$7.00 4% Technology Surcharge <hr/> = <b>\$182.00 Total Fee</b>
<b>Permanent Signs Requiring Permits</b> <i>(As defined in the Durham UDO) NOTE: Applications associated with projects begun and/or completed without approval pay double the base fee.</i>	\$75.00 Base Fee + \$3.00 4% Technology Surcharge <hr/> = <b>\$78.00 Total Fee</b>
<b>Temporary Signs Requiring Permits</b> <i>(As defined in the Durham UDO) NOTE: Applications associated with projects begun and/or completed without approval pay double the base fee.</i>	\$50.00 Base Fee + \$2.00 4% Technology Surcharge <hr/> = <b>\$52.00 Total Fee</b>
<b>Street or Alley**</b>	
<b>Street or Alley Closing</b>	\$800.00 Base Fee + \$32.00 4% Technology Surcharge + \$613.00 Notification Surcharges*† <hr/> + \$47.00 Recordation Fee = <b>\$1,492.00 Total Fee</b>
<b>Street or Alley Renaming</b>	\$600.00 Base Fee + \$24.00 4% Technology Surcharge + \$383.00 Notification Surcharges*† <hr/> + \$47.00 Recordation Fee = <b>\$1,054.00 Total Fee</b> <b>Plus reimbursement for all street sign replacement costs</b>

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<b>Application Type or Fee</b>		<b>Fees</b>
<b>Traffic Impact Analysis (TIA)</b>		(TIA fees are collected for Transportation by Planning)
<b>TIA less than 1,000 peak hour trips</b>		\$4,000.00 Base Fee + \$160.00 4% Technology Surcharge <b>= \$4,160.00 Total Fee</b>
<b>TIA equal to or greater than 1,000 peak hour trips</b>		\$6,000.00 Base Fee + \$240.00 4% Technology Surcharge <b>= \$6,240.00 Total Fee</b>
<b>Traffic Impact Phasing Analysis, fewer than 1,000 peak hour trips</b>		\$2,000.00 Base Fee + \$80.00 4% Technology Surcharge <b>= \$2,080.00 Total Fee</b>
<b>Traffic Impact Phasing Analysis, equal to or greater than 1,000 peak hour trips</b>		\$3,000.00 Base Fee + \$120.00 4% Technology Surcharge <b>= \$3,120.00 Total Fee</b>
<b>UDO Text Amendment</b>		
<b>Unified Development Ordinance Text Amendment</b>		\$3,000.00 Base Fee + \$120.00 4% Technology Surcharge + \$690.00 Notification Surcharges <b>= \$3,810.00 Total Fee</b>
<b>Vested Rights Determination**</b>		
<b>Vested Rights Determination</b>		\$5,000.00 Base Fee + \$200.00 4% Technology Surcharge + \$383.00 Notification Surcharges*† <b>= \$5,583.00 Total Fee</b>
<b>Watershed Determination</b>		
<b>Watershed Determination</b>		\$2,500.00 Base Fee + \$100.00 4% Technology Surcharge <b>= \$2,600.00 Total Fee</b>
<b>Notification Surcharges</b>		
<b>Newspaper Advertising For:</b>		<b>\$460.00</b> (one governing board hearing)† <b>\$920.00</b> (two governing board hearings)
<ul style="list-style-type: none"> <li>▪ Consolidated Annexations</li> <li>▪ Future Land Use Map/Plan Amendment</li> <li>▪ Historic District Designation</li> <li>▪ Historic Landmark Designation</li> <li>▪ Street or Alley Closing</li> <li>▪ Zoning Map Change</li> </ul>		
<ul style="list-style-type: none"> <li>▪ Board of Adjustment Application (All)</li> <li>▪ Major Special Use Permit (All)</li> <li>▪ Street or Alley Renaming</li> <li>▪ Vested Rights Determination</li> </ul>		<b>\$230.00</b> (one hearing)

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Application Type or Fee	Fees
<b>Newspaper Advertising, Continued:</b> <ul style="list-style-type: none"> <li>▪ Unified Development Ordinance Text Amendment</li> <li>▪ Comprehensive Plan Text Amendment</li> </ul>	<b>\$690.00</b>
<b>Letter Notice For:</b> <ul style="list-style-type: none"> <li>▪ Consolidated Annexations (All)</li> <li>▪ Historic District Designation</li> <li>▪ Historic Landmark Designation</li> <li>▪ Land Use Map/Plan Amendment</li> <li>▪ Zoning Map Change</li> </ul>	<b>\$95.00</b>
<b>Notification Surcharges, Continued</b>	
<b>Letter Notice For:</b> <ul style="list-style-type: none"> <li>▪ Board of Adjustment Application (All)</li> <li>▪ Major Site Plan or Major Preliminary Plat</li> <li>▪ Major Special Use Permit (All)</li> <li>▪ Major Works Certificate of Appropriateness</li> <li>▪ Street or Alley Closing</li> <li>▪ Street or Alley Renaming</li> <li>▪ Vested Rights Determination</li> </ul>	<b>\$53.00</b>
<b>Notification Signs For:</b> <ul style="list-style-type: none"> <li>▪ Consolidated Annexations (All)</li> <li>▪ Board of Adjustment Application (All)</li> <li>▪ Major Special Use Permit (All)</li> <li>▪ Major Works Certificate of Appropriateness</li> <li>▪ Street/Alley Closing</li> <li>▪ Street/Alley Renaming</li> <li>▪ Vested Rights Determination</li> <li>▪ Zoning Map Change (All)</li> </ul>	<b>\$100.00 per sign</b> (If multiple signs are necessary to adequately notify neighbors, multiple signs will be charged for at the case intake.)
<b>Development Services Center</b>	
<b>Architectural Review</b> <i>(Per Sec. 3.24 of the Durham Unified Development Ordinance)</i>	\$150.00 Base Fee + \$6.00 Technology Surcharge <hr style="width: 50%; margin: 0 auto;"/> <b>= \$156.00 Total Fee</b>
<b>Due Diligence Property Information</b> <i>Includes Business Verification, Zoning Verification, Family Care Home or Group Home Verification, and NC DMV Verification Letters</i>	\$20.00 Base Fee + \$0.80 4% Technology Surcharge <hr style="width: 50%; margin: 0 auto;"/> <b>= \$20.80 Total Fee</b>
<b>Home Occupation Permit</b>	\$25.00 Base Fee + \$1.00 4% Technology Surcharge <hr style="width: 50%; margin: 0 auto;"/> <b>= \$26.00 Total Fee</b>

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<b>Development Services Center, Continued</b>	
<b>Limited Agriculture Permit (City Only)</b>	\$25.00 Base Fee + \$1.00 4% Technology Surcharge <hr/> <b>= \$26.00 Total Fee</b>
<b>Mobile Vendor Registration and Annual Renewal (City Only)</b> <i>(Registration expires each July 1st)</i>	<b>\$10.00 Fee per Cart or Truck, per Year</b> +0.40 4% Technology Surcharge <hr/> <b>= \$10.40 Total Fee Per Cart or Truck, per Year</b>
<b>Outdoor Seating Permits (City Only):</b> ■ <b>Initial Permit or Modifications</b>  ■ <b>Annual Renewal of Permit with No Changes</b>	\$250.00 Base Fee for Initial Permit/Modifications + \$10.00 4% Technology Surcharge <hr/> <b>= \$260.00 Total Initial Permit /Modification Fee</b>  \$100.00 Renewal Fee, per Year + \$4.00 4% Technology Surcharge <hr/> <b>= \$104.00 Total Renewal Fee, per Year</b>
<b>Temporary Right-of-Way Closure</b> <i>(Effective date: January 1, 2019)</i>	<b>A total of (As Applicable):</b> \$125.00 Base Fee + \$70.00 Per day/ Major Thoroughfare lane + \$20.00 Per day/ Other street lane + \$10.00 Per day/ Design District sidewalk + \$2.00 Per day/ Other district sidewalk + \$5.00Per day/ Unmetered on-street parking space in a Design District + \$2.00Per day/ Unmetered on-street parking space in another zoning district + Fee equivalent to cost of metered, on-street parking space per day in a Design District + Fee equivalent to cost of metered, on-street parking space per day in another district + 4% Technology Surcharge
<b>Temporary Use Permit</b>	\$100.00 Base Fee + \$4.00 4% Technology Surcharge <hr/> <b>= \$104.00 Total Fee</b>
<b>Use Determination Information Product</b> <i>(Effective date: January 1, 2019)</i>	\$40.00 Base Fee + \$1.60 4% Technology Surcharge <hr/> <b>= \$41.60 Total Fee</b>
<b>Zoning and Property Analysis Information Product</b> <i>(Effective date: January 1, 2019)</i>	\$80.00 Base Fee + \$3.20 4% Technology Surcharge <hr/> <b>= \$83.20 Total Fee</b>
<b>Zoning Permit</b> <i>(Effective date: November 1, 2019)</i>	\$30.00 Base Fee + \$1.20 4% Technology Surcharge <hr/> <b>= \$31.20 Total Fee</b>

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<b>Other Fees</b>	
<b>Formal Letter of Interpretation</b>	\$40.00 Base Fee + \$1.60 4% Technology Surcharge <hr/> = <b>\$41.60 Total Fee</b>
<b>Departmental Publications</b> <ul style="list-style-type: none"> <li>▪ Copies of publications on hand</li> <li>▪ Reproductions or new publications</li> </ul>	= <b>\$5.00 Total Fee</b> = <b>Priced according to cost</b>
<b>Large-Format Copies</b>	<b>\$1.00 per square foot of copy</b> (For example: a 3-foot by 6-foot map equals 18 square feet, for a copying charge of \$18.00)
<b>Custom Letters, Maps, &amp; Reports</b>	\$100.00 Base Fee + \$4.00 4% Technology Surcharge <hr/> = <b>\$104.00 Total Fee</b>
<b>Multi-Department Pre-Submittal Meeting</b> <i>(Effective date: January 1, 2019)</i>	\$265.00 Base Fee + \$10.60 4% Technology Surcharge <hr/> = <b>\$275.60 Total Fee</b>

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