



Planning Fee Schedule

Development Services Center

Effective July 1, 2018 (Unless Noted Otherwise)

Application Type or Fee	Fees
Zoning Map Change (Rezoning) **	
All Residential Districts Not Listed Below (RR, RS-20, RS-20, RS-10, RS-8, RU-5, RU-5(2), and RC), 5 Acres or Less	\$1,000.00 Base Fee + \$100.00 Public Works Zoning Review + \$44.00 4% Technology Surcharge + \$655.00 Notification Surcharges* = \$1,799.00 Total Fee
Non-Substantial Modifications to Existing Design Guidelines (Only)	\$1,500.00 Base Fee + \$60.00 4% Technology Surcharge + \$655.00 Notification Surcharges* = \$2,215.00 Total Fee
All Residential Districts Not Listed Below (RR, RS-20, RS-20, RS-10, RS-8, RU-5, RU-5(2), and RC), More than 5 Acres	A total of: \$3,000.00 Base Fee + \$65.00 Per Acre (rounded up) + \$100.00 Public Works Zoning Review + 4% Technology Surcharge on Subtotal + \$655.00 Notification Surcharges*†
The Following Districts without a Development Plan: Design District (DD and CD), Residential Multifamily (RS-M and RU-M), Commercial (CI, CN, and CG), Industrial (IL and I), or Research (SRP and SRP-C)	A total of: \$3,500.00 Base Fee + \$65.00 Per Acre (rounded up) + \$100.00 Public Works Zoning Review + 4% Technology Surcharge on Subtotal + \$655.00 Notification Surcharges*†
The Following Districts with a Development Plan: PDR, Mixed Use (MU), Office (OI), Residential Multifamily (RS-M and RU-M), Commercial(CI, CN, CG, and CC), Industrial (IL, I, and IP), or Research (SRP and SRP-C)	A total of: \$4,500.00 Base Fee + \$65.00 Per Acre (rounded up) + \$100.00 Public Works Zoning Review + 4% Technology Surcharge on Subtotal + \$655.00 Notification Surcharges*†
Development Plan as Site Plan/Preliminary Plat	A total of: Half of Zoning Base Fee + Half of Site Plan/Preliminary Plat Base Fee + \$100.00 Public Works Zoning Review + 4% Technology Surcharge on Subtotal + \$655.00 Notification Surcharges*†

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** The list of notification surcharges is on page 9.

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Application Type or Fee	Fees
Re-Review Fees – All Development Applications	
Re-Review Fees - Apply to all Development Applications <i>NOTE: Re-review fees are required at the time of 3rd re-review (4th staff review of project) and are charged for each subsequent review.</i>	Half of original filing fee [base fee plus per acre fee + building area fee + per lot fee + per unit fee, as applicable] plus 4% Technology Surcharge on Subtotal
Annexation, Consolidated**	
Consolidated Annexations with Zoning Map Change	\$800.00 Base Fee \$200.00 Utility Extension Agreement + \$40.00 4% Technology Surcharge + \$47.00 Recordation Fee + \$655.00 Notification Surcharges* = \$1,742.00 Total Fee
Consolidated Annexation Cases with Direct Translation from County Zoning	\$400.00 Base Fee \$200.00 Utility Extension Agreement + \$24.00 4% Technology Surcharge + \$47.00 Recordation Fee + \$383.00 Notification Surcharges* = \$1,054.00 Total Fee
Board of Adjustment Applications**	
Appeal of an Administrative Decision	A total of: \$300.00 Base Fee + \$12.00 4% Technology Surcharge = \$312.00 Minimum Fee + Notification Surcharges for advertising, letter notice, and signs, as applicable*
BOA Single-Family Projects (fences, etc.) and Reasonable Accommodations Requests	\$475.00 Base Fee + \$19.00 4% Technology Surcharge + \$383.00 Notification Surcharges* = \$877.00 Total Fee
Wireless Communications Facilities (WCF) Minor Use Permit <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* = \$3,674.60 Total Fee
All other BOA Applications (any other Use Permit, Variance, etc.)	\$1,300.00 Base Fee + \$52.00 4% Technology Surcharge + \$383.00 Notification Surcharges* = \$1,735.00 Total Fee

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Application Type or Fee	Fees
Comprehensive Plan Amendment**	
Future Land Use Map/Plan Amendment	A total of: \$2,100.00 Base Fee + \$84.00 4% Technology Surcharge + \$555.00 Notification Surcharges*† <hr/> = \$2,739.00 Minimum Fee + \$100.00 Sign posting for Tier boundary change without zoning map change, if applicable
Comprehensive Plan Text Amendment	\$3,000.00 Base Fee + \$120.00 4% Technology Surcharge + \$690.00 Notification Surcharges <hr/> = \$3,810.00 Total Fee
Floodplain Development Permit	
Floodplain Development Permit (Small) <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 <hr/> = \$156.00 Total Fee
Floodplain Development Permit (Medium) <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 <hr/> = \$249.60 Total Fee
Floodplain Development Permit (Large) <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 <hr/> = \$520.00 Total Fee
Floodplain Building Permit Review <i>(Planning Department review of building permit applications that are subject to floodplain regulations)</i>	\$90.00 Base Fee + \$3.60 4% Technology Surcharge <hr/> = \$93.60 Total Fee
Historic Preservation** (NOTE: The base fee is doubled for Historic Preservation applications associated with projects begun or completed without required approvals.)	
Minor Works Certificate of Appropriateness (Staff Review Only)	\$75.00 Base Fee + \$3.00 4% Technology Surcharge <hr/> = \$78.00 Total Fee
Major Works Certificate of Appropriateness (Historic Preservation Commission Review)	A total of: \$150.00 Base Fee + \$100.00 if New Construction and/or + \$100.00 if Demolition <hr/> + 4% Technology Surcharge on Subtotal + \$153.00 Notification Surcharges
Master Certificate of Appropriateness (Historic Preservation Commission Review)	\$300.00 Base Fee + \$12.00 4% Technology Surcharge + \$153.00 Notification Surcharges <hr/> = \$465.00 Total Fee

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Application Type or Fee	Fees
Historic Preservation, Continued	
Landmark Signs	\$150.00 Base Fee + \$6.00 4% Technology Surcharge <u>+ \$283.00 Notification Surcharges</u> = \$439.00 Total Fee
Historic Landmark Designation	\$800.00 Base Fee + \$32.00 4% Technology Surcharge + \$26.00 Recordation Fee <u>+ \$555.00 Notification Surcharges*</u> = \$1,413.00 Total Fee
Historic District Designation	\$20,000.00 Base Fee + \$800.00 4% Technology Surcharge <u>+ \$555.00 Notification Surcharges*†</u> = \$21,355.00 Total Fee
Site Compliance Fees	
Landscape Extensions, Residential	\$75.00 Base Fee <u>+ \$3.00 4% Technology Surcharge</u> = \$78.00 Total Fee
Landscape Extensions, Minor Nonresidential (<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> = \$156.00 Total Fee
Landscape Extensions, Major Nonresidential (<i>Greater than 25,000 square feet in gross floor area</i>)	\$300.00 Base Fee <u>+ \$12.00 4% Technology Surcharge</u> = \$312.00 Total Fee
Site Compliance Inspection and Re-Inspection Fees <ul style="list-style-type: none"> ▪ Initial Site Compliance Inspection (<i>Note: Site Compliance fees must be must be paid when an inspection is requested/scheduled</i>) ▪ 1st Re-Inspection ▪ 2nd, 3rd, etc., Re-Inspection(s) 	\$100.00 Base Fee per Initial Inspection <u>+ \$4.00 4% Technology Surcharge</u> = \$104.00 Total Fee for Initial Inspection \$100.00 Base Fee for 1st Re-Inspection <u>+ \$4.00 4% Technology Surcharge</u> = \$104.00 Total Fee, 1st Re-Inspection + \$104.00 Added for each Re-Inspection (i.e., \$208.00 total for 2nd re-inspection, \$312.00 total for 3rd re-inspection, etc.)
Major Special Use Permit**	
Transportation Special Use Permit	\$2,025.00 Base Fee + \$81.00 4% Technology Surcharge <u>+ \$383.00 Notification Surcharges*†</u> = \$2,489.00 Total Fee
Wireless Communications Facilities (WCF) Major Use Permit (<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> = \$3,674.60 Total Fee

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Application Type or Fee	Fees
Major Special Use Permit, Continued**	
All Other Major Use Permit Applications	\$2,025.00 Base Fee + \$81.00 4% Technology Surcharge <u>+ \$383.00 Notification Surcharges*†</u> = \$2,489.00 Total Fee
Site Plans (NOTE: Site Plans not requiring a re-review after initial review will be reimbursed 33% of the original fee.)	
Administrative Site Plan – Level 1 (A site plan requiring only Planning Department review)	\$210.00 Base Fee <u>+ \$8.40 4% Technology Surcharge</u> = \$218.40 Total Fee
Administrative Site Plan – Level 2 (A site plan with: <ul style="list-style-type: none"> • A maximum of 200 square feet (sq. ft.) of new impervious surfaces added; • No changes in stormwater management; • No more than 200 sq. ft. of new building area; and • Less than 12,000 sq. ft. of land disturbance) 	\$650.00 Base Fee <u>+ \$26.00 4% Technology Surcharge</u> = \$676.00 Total Fee
Administrative Site Plan – Level 3 (A site plan with: <ul style="list-style-type: none"> • A maximum of 200 square feet (sq. ft.) of new impervious surfaces added (in addition to new building if not on existing impervious); • No changes in stormwater management; • No more than 1,000 sq. ft. of new building area; and • Less than 12,000 sq. ft. of land disturbance) 	\$1,700.00 Base Fee <u>+ \$68.00 4% Technology Surcharge</u> = \$1,768.00 Total Fee
Administrative Site Plan – Level 4 (A site plan that does not meet the definitions of a Level 1, Level 2, Level 3, or Major Site Plan)	A total of: \$4,200.00 Base Fee + \$25.00 per 1,000 sq. ft. of gross building area (rounded up), and + \$40.00 per lot, and <u>+ \$40.00 per attached dwelling unit</u> + 4% Technology Surcharge on Subtotal
Major Site Plan**	A total of: \$4,700.00 Base Fee + \$25.00 per 1,000 sq. ft. of gross building area (rounded up), and + \$40.00 per lot, and <u>+ \$40.00 per attached dwelling unit</u> + 4% Technology Surcharge on Subtotal + Letter Notification Surcharges (if needed)

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Application Type or Fee	Fees
Site Plans, Continued	
Development Plan as Site Plan	A total of: 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*†
Subdivisions	
Exempt Plat	\$125.00 Base Fee <u>+ \$5.00 4% Technology Surcharge</u> = \$130.00 Total Fee
Minor Plat <i>(Subdivision of land into 6 lots or less that does not require right-of-way dedication, new utilities or extension of utilities, or stormwater management, and is not associated with an approved preliminary plat)</i>	\$250.00 Base Fee <u>+ \$10.00 4% Technology Surcharge</u> = \$260.00 Total Fee
Major Final Plat <i>NOTE: Major final plats not requiring a re-review after initial review will be reimbursed 33% of the original review fee</i>	A total of: \$750.00 Base Fee <u>+ \$40.00 per lot</u> + 4% Technology Surcharge on Subtotal
Preliminary Plat** <i>NOTE: Preliminary plats not requiring a re-review after initial review will be reimbursed 33% of the original review fee</i>	A total of: \$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
Preliminary Plat Amendment	\$1,000.00 Base Fee <u>+ \$40.00 4% Technology Surcharge</u> = \$1,040.00 Total Fee
Development Plan as Preliminary Plat	A total of: 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*†
Signage Plans and Permits <i>(NOTE: The base fee is doubled for signage plans and permit applications associated with projects begun or completed without required approvals)</i>	
Banner Plan Only	\$75.00 Base Fee <u>+ \$3.00 4% Technology Surcharge</u> = \$78.00 Total Fee
Common Signage Plan	\$175.00 Base Fee <u>+ \$7.00 4% Technology Surcharge</u> = \$182.00 Total Fee

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Application Type or Fee	Fees
Signage Plans and Permits, Continued (NOTE: The base fee is doubled for signage plans and permit applications associated with projects begun or completed without required approvals)	
Permanent Signs Requiring Permits (As defined in the Durham UDO)	\$75.00 Base Fee + \$3.00 4% Technology Surcharge <hr/> = \$78.00 Total Fee
Temporary Signs Requiring Permits (As defined in the Durham UDO)	\$50.00 Base Fee + \$2.00 4% Technology Surcharge <hr/> = \$52.00 Total Fee
Sign Compliance Inspection and Re-Inspection Fees (Note: Sign Compliance Inspection fees must be paid when an inspection is requested/scheduled)	\$50.00 Base Fee Per Inspection and Re-Inspection + \$2.00 4% Technology Surcharge <hr/> = \$52.00 Total Fee
Street or Alley**	
Street or Alley Closing	\$800.00 Base Fee + \$32.00 4% Technology Surcharge + \$613.00 Notification Surcharges*† + \$47.00 Recordation Fee <hr/> = \$1,492.00 Total Fee
Street or Alley Renaming	\$600.00 Base Fee + \$24.00 4% Technology Surcharge + \$383.00 Notification Surcharges*† + \$47.00 Recordation Fee <hr/> = \$1,054.00 Total Fee <i>Plus reimbursement for all street sign replacement costs</i>
Traffic Impact Analysis (TIA) (TIA fees are collected by Planning for the City Transportation Department)	
TIA less than 1,000 peak hour trips	\$4,000.00 Base Fee + \$160.00 4% Technology Surcharge <hr/> = \$4,160.00 Total Fee
TIA equal to or greater than 1,000 peak hour trips	\$6,000.00 Base Fee + \$240.00 4% Technology Surcharge <hr/> = \$6,240.00 Total Fee
Traffic Impact Phasing Analysis, fewer than 1,000 peak hour trips	\$2,000.00 Base Fee + \$80.00 4% Technology Surcharge <hr/> = \$2,080.00 Total Fee
Traffic Impact Phasing Analysis, equal to or greater than 1,000 peak hour trips	\$3,000.00 Base Fee + \$120.00 4% Technology Surcharge <hr/> = \$3,120.00 Total Fee
UDO Text Amendment	
Unified Development Ordinance Text Amendment	\$3,000.00 Base Fee + \$120.00 4% Technology Surcharge + \$690.00 Notification Surcharges <hr/> = \$3,810.00 Total Fee

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Application Type or Fee	Fees
Vested Rights Determination**	
Vested Rights Determination	\$5,000.00 Base Fee + \$200.00 4% Technology Surcharge + \$383.00 Notification Surcharges*† = \$5,583.00 Total Fee
Watershed Determination	
Watershed Determination	\$2,500.00 Base Fee + \$100.00 4% Technology Surcharge = \$2,600.00 Total Fee
Notification Surcharges	
Newspaper Advertising For: <ul style="list-style-type: none"> ▪ Consolidated Annexations ▪ Future Land Use Map/Plan Amendment ▪ Historic District Designation ▪ Historic Landmark Designation ▪ Street or Alley Closing ▪ Zoning Map Change 	\$460.00 (one governing board hearing)† \$920.00 (two governing board hearings)
<ul style="list-style-type: none"> ▪ Board of Adjustment Application (All) ▪ Landmark Sign Designation ▪ Major Special Use Permit (All) ▪ Street or Alley Renaming ▪ Vested Rights Determination 	\$230.00 (one hearing)
<ul style="list-style-type: none"> ▪ Unified Development Ordinance Text Amendment ▪ Comprehensive Plan Text Amendment 	\$690.00
Letter Notice For: <ul style="list-style-type: none"> ▪ Consolidated Annexations (All) ▪ Historic District Designation ▪ Historic Landmark Designation ▪ Land Use Map/Plan Amendment ▪ Zoning Map Change 	\$95.00
<ul style="list-style-type: none"> ▪ Board of Adjustment Application (All) ▪ Landmark Sign Designation ▪ Major Site Plan or Major Preliminary Plat ▪ Major Special Use Permit (All) ▪ Major Works Certificate of Appropriateness ▪ Street or Alley Closing ▪ Street or Alley Renaming ▪ Vested Rights Determination 	\$53.00

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Application Type or Fee	Fees
Notification Surcharges, Continued	
Notification Signs For: <ul style="list-style-type: none"> ▪ Consolidated Annexations (All) ▪ Board of Adjustment Application (All) ▪ Major Special Use Permit (All) ▪ Major Works Certificate of Appropriateness ▪ Street/Alley Closing ▪ Street/Alley Renaming ▪ Vested Rights Determination ▪ Zoning Map Change (All) 	\$100.00 per sign (If multiple signs are necessary to adequately notify neighbors, multiple signs will be charged for at the case intake)
Development Services Center	
Architectural Review <i>(Per Sec. 3.24 of the Durham Unified Development Ordinance)</i>	\$150.00 Base Fee + \$6.00 Technology Surcharge <hr/> = \$156.00 Total Fee
Due Diligence Property Information <i>Includes Business Verification, NCDMV, Zoning Verification, Family Care Home or Group Home Verification Letters</i>	\$20.00 Base Fee + \$0.80 4% Technology Surcharge <hr/> = \$20.80 Total Fee
Home Occupation Permit	\$25.00 Base Fee + \$1.00 4% Technology Surcharge <hr/> = \$26.00 Total Fee
Limited Agriculture Permit (City Only)	\$25.00 Base Fee + \$1.00 4% Technology Surcharge <hr/> = \$26.00 Total Fee
Mobile Vendor Registration and Annual Renewal (City Only) <i>(Registration expires each July 1st)</i>	\$10.00 Fee per Cart or Truck, per Year +0.40 4% Technology Surcharge <hr/> = \$10.40 Total Fee Per Cart or Truck, per Year
Outdoor Seating Permits (City Only) <i>(Permit must be renewed each year prior to expiration)</i> <ul style="list-style-type: none"> ▪ Initial Permit, Modifications, or Renewal of Expired Permit ▪ Annual Renewal of Permit with No Changes 	\$250.00 Base Fee for Initial Permit/Modifications + \$10.00 4% Technology Surcharge <hr/> = \$260.00 Total Initial Permit /Modification Fee \$100.00 Renewal Fee, per Year (No Changes) + \$4.00 4% Technology Surcharge <hr/> = \$104.00 Total Renewal Fee, per Year
Small Cell Wireless Permit (City Only) <i>(up to 25/permit)</i> <ul style="list-style-type: none"> ▪ First five facilities on the same permit ▪ Up to 20 additional facilities on the same permit 	<i>(Maximum for 25 facilities on one permit = \$1,500.00 total)</i> \$100.00 Per facility, for first five facilities \$50.00 Per facility for each additional facility
Temporary Use Permit	\$100.00 Base Fee + \$4.00 4% Technology Surcharge <hr/> = \$104.00 Total Fee

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Application Type or Fee	Fees
Development Services Center, Continued	
Temporary Right-of-Way Closure	<p>A total of (As Applicable): \$125.00 Base Fee <u>+ Fees/Closure as Follows:</u> + \$70.00 Per Day/Lane on Major Thoroughfares + \$20.00 Per Day/Lane on Other City Streets + \$10.00 Per Day/Sidewalk in Design Districts + \$2.00 Per Day/Sidewalk in All Other Districts + \$5.00 Per Day/Unmetered, On-Street Parking Space in Design Districts + \$2.00 Per Day/Unmetered, On-Street Parking Space in All Other Districts + (\$___) Fee Equivalent to Cost Per Day, Per Metered On-Street Parking Space in Design Districts + (\$___) Fee Equivalent to Cost Per Day, Per Metered On-Street Parking Space in All Other Districts _____ + 4% Technology Surcharge on Subtotal</p>
Other Fees	
Formal Letter of Interpretation	<p>\$40.00 Base Fee <u>+ \$1.60 4% Technology Surcharge</u> = \$41.60 Total Fee</p>
<p>Departmental Publications</p> <ul style="list-style-type: none"> ▪ Copies of publications on hand ▪ Reproductions or new publications 	<p>= \$5.00 Total Fee = Priced according to cost</p>
Large-Format Copies	<p>\$1.00 Per Square Foot of Copy <i>(For example: a 3-foot by 6-foot map equals 18 square feet, for a copying charge of \$18.00)</i></p>
Custom Letters, Maps, & Reports	\$100.00 Base Fee

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