

Project Submittal Fee Calculator

INSTRUCTIONS

	Site Plan Review	Fees	Escrow
NEW DEVELOPMENTS	Residential	2,500	
	\$75 per dwelling unit(s)		
	7% Surcharge		
	LEGAL DEPOSIT		1,000
	CONSULTANT DEPOSIT		8,000
	Total		
	Non-Residential	3,000	
	\$75 per 1,000 square feet		
	7% Surcharge		
	LEGAL DEPOSIT		1,000
	CONSULTANT DEPOSIT		8,000
	Total		
EXISTING DEVELOPMENTS	Site Plan Amendment: Minor Residential	1,000	
	Site Plan Amendment: Major Residential	1,500	
	Site Plan Amendment: Major Non-residential	2,000	
	7% Surcharge		
	LEGAL DEPOSIT		500
	CONSULTANT DEPOSIT		3,000
	Total		
NEW & EXISTING DEVELOPMENTS	◆ Variance (VR)		
	Conditional Use (CU)	3,000	
	7% Surcharge		
	LEGAL DEPOSIT		VR CU 1,000
	CONSULTANT DEPOSIT		VR CU 1,500
	Total		
NEW & EXISTING DEVELOPMENTS	Engineer Plan Review	Fees	Escrow
	Site: up to 2 acres	600	
	Site: 2 to 10 acres	1,500	
	Site: 10 acres or more	1,500	
	Surcharge (Over 10 acres) \$100 per acre		
	Site Plan Amendment	300	
	Conditional Use		
	7% Surcharge		
	Total		
	Fire Plan Review	Fees	Escrow
	First Submittal Plan Review	200	
	Total	200	
NEW & EXISTING DEVELOPMENTS	CAB	Fees	Escrow
	Renovations (R)	500	
	New Construction (NC)	1,000	
	7% Surcharge		
	LEGAL DEPOSIT		500
	CONSULTANT DEPOSIT		R NC 1,000 1,500
	Total		
	Fees	Escrow	
Grand Total			

Project Information (necessary for fees with a certain threshold)




Project Name _____

_____ Square Footage

_____ Acres

◆ For Variances, if applicable:

$$\frac{\$2,000}{\text{Base Fee}} \times \frac{\text{# of Variances}}{\text{Requested}} = \text{Fee Amount (\$)}$$

-  Not Applicable
-  Fee varies according to a certain threshold
-  Base Fee – apply one time only (at submittal)

Instructions – Site Plan Review [PART 1]

- Select the most appropriate section
 - If the project is new, determine whether the project is residential or non-residential, and complete the appropriate sub-section under NEW DEVELOPMENTS.
 - Complete both sub-sections under NEW DEVELOPMENTS if the project is mixed use.
 - If the project is existing, complete the Site Plan Amendment sub-section under EXISTING DEVELOPMENTS, unless it is a significant increase in area or dwelling units, as determined by Staff.
- Determine 7% surcharge amount
- Add all the applicable fees under the **Total** for each of the subsections completed.

Instructions – Site Plan Review [PART 2]

- After consulting with Planning Staff, if the project will require a conditional use, or variance, please fill out the concurrent sub-section. (See below)

Conditional Use and Variance Sub-section Fees

Legal Deposit
VR - Each Variance is \$1,000
CU - A Conditional Use is \$3,000

Consultant Deposit
VR - Consultant Deposit for Variance is \$1,000
CU - Consultant Deposit for Conditional Use is \$1,500
- Determine 7% surcharge amount
- Add all the applicable fees under the **Total** for the subsection.

Instructions – Engineering Plan Review

- Select the most appropriate
- Determine 7% surcharge amount
- Add all the applicable fees under the **Total** for the Engineering Plan Review Section

Instructions – Fire Department Plan Review

- Applicant must pay a \$200 fee each time a DRC project is submitted and requires Fire Department review.

Instructions – Community Appearance Board

- Select the most appropriate level and type of project
- Determine 7% surcharge fee
- Select the appropriate Consultant Fee. (see below)

CAB Consultant Fee
R - Consultant Deposit for Renovation is \$1,000
NC - Consultant Deposit for New Construction is \$1,500

- Add all the applicable fees under the **Total** for the CAB Section

Please add up totals for each of the above sections