

Zoning, Housing and Residential Building Department

Fee Schedule

Effective 03/01/2024

Zoning Certificates:

Residential:

New Structure (1, 2 & 3 family)	\$ 50.00
New Structure (4 family and above)	\$ 100.00 + \$.10 per sq. ft.
Additions, Alterations, Garages, and Accessory Structures	\$ 40.00
Decks or other structures	\$ 25.00
Demolition (1 to 3 units)	\$ 40.00
Swimming Pool	\$ 40.00
Fence and/or Walls over 60" in height	\$ 20.00

Commercial:

Additions, Alterations	\$.10 per sq. ft. (\$200.00 minimum charge)
New Construction	
B-1, B-2, B-3, B-4, B-4A	\$ 200.00 in addition to the following:
	\$.10 per sq. ft. for up to 10,000 sq. ft.
	\$.09 per sq. ft. for 10,000 to 30,000 sq. ft.
	\$.08 per sq. ft. for over 30,000 sq. ft.
Demolition	\$ 40.00

Non-Compliance:

Projects begun prior to a zoning certificate being issued for a single-family residential dwelling shall cost 150% of the applicable fees provided for in this section and for any structure other than a single-family residential dwelling shall cost 300% of the applicable fee provided in this section. Work required by emergency repairs shall be exempt from this fee provided the fee is applied for within seventy-two (72) hours of initiating the emergency repairs.

Certificate of Zoning Compliance:

\$160.00 per tenant or separated space
\$ 70.00 per mall point of sale, payable annually

Non-Compliance:

Projects begun prior to a certificate of zoning use being issued shall cost 300% of the applicable fee provided in this section. Work required by emergency repairs shall be exempt from this fee provided the fee is applied for within seventy-two (72) hours of initiating the emergency repairs.

Building Permit:

Residential:

Residential	\$ 200.00 + \$1.00 per 100 sq. ft.
Drainage Plan Review	\$ 600.00 (new construction only)
Additions/Alterations, Garages	\$ 200.00 + \$1.00 per 100 sq. ft.
Decks or other structures attached to decks	\$ 100.00
Accessory structures over 200 SF	\$ 100.00
Residing	\$ 70.00
Re-roofing	\$ 70.00 (over 20% of roof deck)
Fences over 6 feet high And retaining walls Over 48 inches tall	\$ 30.00
Private Swimming Pools	\$ 30.00
Re-inspection Fee	\$ 30.00

Non-Compliance:

Projects begun prior to a building permit being issued for a single-family residential dwelling shall cost 150% of the applicable fees provided for in this section and for any structure other than a single-family residential dwelling shall cost 300% of the applicable fee provided in this section. Work required by emergency repairs shall be exempt from this fee provided the fee is applied for within seventy-two (72) hours of initiating the emergency repairs.

Signs:

Temporary commercial signs	\$ 75.00
Permanent commercial signs	\$ 70.00 + \$1.00 per sq. ft. of facing
Shopping Center Banners	\$ 150.00

Non-Compliance:

Erection of signs prior to permits being issued shall cost 300% of the normal fee.

Exempt Signs:

No fee is required for Instructional, Entrance and Exit signs less than 8 square feet in area or residential real estate signage.

Zoning Verification Letters: \$ 100.00

Landlord License Fee (Due annually):

1 unit	\$ 50.00
2-3 units	\$ 60.00
4-5 units	\$ 70.00
6-25 units	\$ 105.00
26-100 units	\$ 200.00
101 or more units	\$ 310.00

\$10.00 late fee issued for every month late after Jan. 1st

Computation of units is based on number of units per parcel.

Planning Commission:

Application for rezoning:	
To any district	\$ 500.00
For vacating any street	\$ 300.00
For dedicating any street	\$ 300.00
For division of land (per lot as divided)	\$ 50.00
For a major subdivision (over 20 lots)	\$1,000.00
For other matters regulated by Zoning Code	\$ 300.00
For each requested additional appearance after final approval is issued by the Planning Commission	\$ 300.00
Allotment Plat	\$ 500.00
Conditional Use Application	\$ 400.00

Landscape Plan Reviews, Traffic Study Reviews and Engineer’s Plan Reviews shall cost the actual review cost plus a 10% administrative fee.

Board of Zoning and Building Appeals:

Each variance requested in an R-1, R-2 or R-3 Zone	\$ 50.00
Each variance requested in other than an R-1, R-2 or R-3 Zone	\$ 300.00
Each appeal from decision or ruling of the Zoning Administrator	\$ 300.00

Real Property Maintenance Board:

Each variance requested for residential property maintenance	\$ 15.00
Each variance requested for commercial property maintenance	\$ 30.00