

**ORDINANCE TO CHANGE CITY-COUNTY PLANNING DEPARTMENT AND CITY-COUNTY  
INSPECTION DEPARTMENT FEES**

THE CITY COUNCIL OF THE CITY OF DURHAM ORDAINS:

Sec. 1. All of Chapter 6 of the City of Durham Fee Schedule as adopted on October 15, 2012, through Ordinance 14334 is hereby deleted and replaced by the following.

This change is effective upon all submittals to the Durham City-County Planning Department as of the first business day following adoption of this ordinance.

**Chapter 6 - Primary implementing department: City-County Planning**

**Part 6-101 (General fees)**

**Part 6-101A (Reserved)**

**Part 6-101B (Reserved)**

**Part 6-101C (General fees)**

**Section 1**

**A. Zoning Map Change (Rezoning):**

Per-acre fees shall be calculated on the entire project and shall not be calculated on a prorata share. Cases with multiple zones, are charged the highest base fee applicable according to the zone or use categories proposed, plus the per-acre fee according to the acres in each of the categories proposed.

- 1. Residential, Not Multi-Family, 1 acre or less:** \$750.00 per case, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs.
- 2. Modification to Existing Design Guidelines (Only):** \$750.00 per case, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs.
- 3. Residential, Not Multi-Family or PDR, greater than 1 acre and less than or equal to 20 acres:** \$2,250.00, plus \$55.00 per acre (rounded up), plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs.
- 4. Residential, Not Multi-Family or PDR, greater than 20 acres:** \$3,500.00, plus \$55.00 per acre (rounded up), plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs.
- 5. PDR:** \$4,500.00, plus \$55.00 per acre (rounded up), plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs.
- 6. Office, Residential Multi-Family, Mixed Use, Commercial, Industrial, Design District, or Research zones:** \$4,000.00, plus \$65.00 per acre (rounded up), plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs.
- 7. Re-Review Fees (applicable to all development applications):** Half of filing fee, plus technology surcharge of 4%, applicable following initial, first, and second re-review and charged for each subsequent review.
- 8. Development Plan as Site Plan/Preliminary Plat:** Half of zoning base fee, plus half of the site plan or preliminary plat base fee, plus technology surcharge of 4%.

**B. Board of Adjustment Applications:**

- 1. Custodial Care (single residential unit on same lot as primary residential unit, for custodial care purposes):** \$75.00, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs.

2. **Small Day Care Use Permit (up to 12 persons being cared for):** \$475.00, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs.
3. **Non-revenue Generating Single Family Use Permit (fences, etc.):** \$475.00, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs.
4. **Wireless Communication Facilities Use Permit:** \$3,165.00, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs, plus \$5,000.00 for independent professional consultant review.
5. **Appeal:** \$300.00, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs.
6. **All Other BOA Applications (any other Use Permit, Appeal, Variance, etc.):** \$1,300.00, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs.

**C. Major Special Use Permit Applications:**

1. **Wireless Communication Facilities Use Permit:** \$3,165.00, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs, plus \$5,000.00 for independent professional consultant review.
2. **Traffic Impact Analysis (TIA) Use Permit:** \$2,025.00, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs.
3. **All Other Major Special Use Permit Applications:** \$2,025.00, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs.

**D. Site Plans:**

1. **Administrative Site Plan – Level 1:** \$150.00, plus technology surcharge of 4%.
2. **Administrative Site Plan – Level 2A:** (If site plan is a) classified as “Administrative Site Plan – Level 2” as defined in the UDO, and b) involves the addition of less than 200 sq. ft. of new impervious surface) \$500.00, plus technology surcharge of 4%.
2. **Administrative Site Plan – Level 2B:** (All site plans qualified as Administrative Site Plan – Level 2 as defined in the UDO and which do not qualify as an Administrative Site Plan Level 2A): \$1,000.00, plus technology surcharge of 4%;
3. **Administrative Site Plan – Level 3:** A base charge of \$2,500.00. Plus \$25.00 per 1000 square feet of gross building area (rounded up), or \$25.00 per lot, or \$25.00 per attached dwelling unit. Plus technology surcharge of 4%. Plans which do not require an initial re-review will be reimbursed 33% of the original review fee.
4. **Administrative Site Plan – Level 4:** A base charge of \$3,500.00. Plus \$25.00 per 1000 square feet of gross building area (rounded up), or \$25.00 per lot, or \$25.00 per attached dwelling unit. Plus technology surcharge of 4%. Plans which do not require an initial re-review will be reimbursed 33% of the original review fee.
5. **Major Site Plan:** A base charge of \$4,000.00. Plus \$25.00 per 1000 square feet of gross building area (rounded up), or \$25.00 per lot, or \$25.00 per attached dwelling unit. Plus technology surcharge of 4%. Plus a surcharge for letter notice on those projects requiring governing body approval. Plans which do not require an initial re-review will be reimbursed 33% of the original review fee.
6. **Re-Review Fees (applicable to all development applications):** Half of filing fee plus technology surcharge of 4%, applicable following initial, first and second re-review and charged for each subsequent review.
7. **Landscape Extensions:** Major non-residential, defined as greater than 25,000 square feet in gross floor area: \$300.00; minor non-residential, defined as less than or equal to 25,000 square feet in gross floor area: \$150.00; residential \$75.00 per lot. Plus technology surcharge of 4%.
8. **Floodplain Development Permit (Small):** Floodplain Development Permit initiated through the Planning Department that does not require review of a flood study or approval by an elected body - \$150.00 plus technology surcharge of 4%.
9. **Floodplain Development Permit (Large):** Floodplain Development Permit initiated through the Planning Department that requires review of a flood study or approval by an elected body - \$500.00 plus technology surcharge of 4%.
10. **Development Plan as Site Plan/Preliminary Plat:** Half of zoning base fee, plus half of the site plan or preliminary base fee, plus technology surcharge of 4%.

**E. Subdivision Plats:**

**1. Preliminary Plat:** \$3,400.00, plus \$25.00 per lot, plus technology surcharge of 4%, plus surcharge for letter notice on those projects requiring governing body approval; plans which do not require an initial re-review will be reimbursed 33% of the original review fee.

**2. Preliminary Plat, Cluster, or Conservation Subdivision** \$4,000.00, plus \$25.00 per lot, plus technology surcharge of 4%, plus surcharge for letter notice on those projects requiring governing body approval; plans which do not require an initial re-review will be reimbursed 33% of the original review fee.

**3. Final Plats:** \$700.00, plus \$25.00 per lot, plus technology surcharge of 4%; plans which do not require an initial re-review will be reimbursed 33% of the original review fee.

**4. Exempt Final Plats:** \$75.00, plus technology surcharge of 4%.

**5. Re-Review Fees (applicable to all development applications):** Half of filing fee, plus technology surcharge of 4%, applicable following initial and first re-review and charged for each subsequent review.

**6. Landscape Extensions:** Major non-residential, defined as greater than 25,000 square feet in gross floor area: \$300.00; minor non-residential, defined as less than or equal to 25,000 square feet in gross floor area: \$150.00; residential \$75.00 per lot; plus technology surcharge of 4%.

**7. Development Plan as Site Plan/Preliminary Plat:** Half of zoning base fee, plus half of the site plan or preliminary plat base fee, plus technology surcharge of 4%.

**F. Landscape Re-Inspection Fees:** \$100.00, plus technology surcharge of 4% for first re-inspection. For each subsequent reinspection, the total fee under this subsection, including the technology surcharge, will increase by \$104.00. For example, the total fee for the first re-inspection will be \$104.00; the total fee for the second re-inspection will be \$208.00; and the total fee for the third re-inspection will be \$312.00.

**G. Land Use Plan Amendment:** \$2,100.00, plus technology surcharge of 4%, plus surcharges for advertising and letter notice.

**H. Historic Preservation Fees:**

**1. Historic Landmark Designation:** \$500.00, plus technology surcharge of 4%, plus surcharges for advertising and letter notice.

**2. Major Certificate of Appropriateness, Historic Preservation Commission Review:** \$150.00, plus technology surcharge of 4%, plus surcharges for advertising and letter notice.

**3. Minor Certificate of Appropriateness, Historic Preservation Commission Review:** \$150.00, plus technology surcharge of 4%, plus surcharges for letter notice.

**4. Administrative Certificates of Appropriateness, Administrative Review:** \$25.00, plus technology surcharge of 4%.

**5. Historic Signs:** \$150.00, plus technology surcharge of 4%, plus surcharges for advertising and letter notice.

**I. Common Signage Plan Review:**

**1.** \$175.00, plus technology surcharge of 4%.

**2. Banner Plan Review Only:** \$75.00, plus technology surcharge of 4%.

**J. Street/Alley Closing:** \$800.00, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs.

**K. Street/Alley Renaming:** \$600.00, plus technology surcharge of 4%, plus surcharges for advertising, letter notice and signs; plus reimbursement for all street sign replacement costs.

**L. Unified Development Ordinance Text Amendment:** \$3,000.00, plus technology surcharge of 4%, plus surcharge for advertising and letter notice.

**M. Zoning and Business Verification Letters:** \$15.00, plus technology surcharge of 4%.

**N. Home Occupation Permit:** \$25.00, plus technology surcharge of 4%.

**O. Formal Letter of Interpretation:** \$40.00, plus technology surcharge of 4%.

**P. Vested Rights Determination:** \$1,500.00, plus technology surcharge of 4%, plus surcharge for advertising and signs.

**Q. Surcharges:**

**1. Newspaper Advertising for:**

a. Zoning Map Change, Land Use Plan Amendment, or Street Closing: \$460.00; if case has to be heard by both governing bodies, \$690.00.

b. BOA, Major Special Use Permit, Street Renaming, Vested Rights Determination, Certificates of Appropriateness and Historic Landmark Designations: \$230.00.

c. Unified Development Ordinance Text Amendment: \$690.00.

**2. Letter Notice for:**

a. Zoning Map Change or Land Use Plan Amendment: \$95.00.

b. BOA, Major Special Use Permit, Street Renaming or Street Closing: \$53.00.

**3. Signs:** For Zoning Map Change, BOA, Major Special Use Permit, Vested Rights Determination, Street Renaming or Street

Closing: \$100.00. If multiple signs are necessary to adequately notify neighbors, multiple signs will be charged for at the case intake.

**R. Costs for Departmental Publications:** Copies of publications on hand on June 16, 2008: \$5.00. Reproductions or new publications will be priced according to costs.

**S. Large Format Copies:** \$1.00 per square foot (for example: a 3 foot by 6 foot map equals 18 square feet for a copying charge of \$18.00).

**T. Limited Agriculture Permit:** \$25.00, plus technology surcharge of 4%.

**U. Architectural Review (per Section 3.24 of the Durham Unified Development Ordinance)** \$150.00 plus technology surcharge of 4%.

**V. Outdoor Dining Permit:**

a. Application for initial annual permit: \$250

b. Application to renew annual permit: \$100

**W. Temporary Use Permits:** \$50.00, plus a 4% technology surcharge

**X. Mobile Vendor Registration and Annual Renewals:** \$10.00

**Section 2 (Applies with respect to submittals filed to meet submittal deadlines beginning July 1, 2011)**

Administrative reductions of the fees in this Part for review of a submitted development application may be made in writing by the Planning Director or designee when the Director determines that the time, effort, and processing by staff will be substantially reduced compared to what is required for a typical review that it would be inequitable to charge the standard fee for such review.

The fee charged shall be roughly proportionate to the cost of staff time and other required measures, as determined in the absolute discretion of the Planning Director.

**Section 3 (Authorization of City-County Inspections Department to Charge a 4% Technology Surcharge on Identified Permit Applications)**

The City-County Inspections Department is hereby authorized to charge a four (4) percent (%) Technology Surcharge on all permit and other applications submitted for review, excepting those permits and reviews related to implementation of the Fire Code.

**Part 6-102 (Traffic Impact Analyses and Transportation Special Use Permits)**

The fees to be charged by the City-County Planning Department for development review undertaken by the City of Durham Department of Transportation shall be as follows:

- A. Traffic Impact Analysis, fewer than 1,000 peak hour trips: \$4,000, plus technology surcharge of 4%, plus surcharges for Advertising, Letter Notice and Sign.
- B. Traffic Impact Analysis, equal to or greater than 1,000 peak hour trips: \$6,000, plus technology surcharge of 4%, plus surcharges for Advertising, Letter Notice and Sign.
- C. Transportation Special Use Permit: \$1,800, plus technology surcharge of 4%, plus surcharges for Advertising, Letter, Notice and Sign.
- D. Traffic Impact Phasing Analysis, fewer than 1,000 peak hour trips: \$2,000, plus technology surcharge of 4%.
- E. Traffic Impact Phasing Analysis, equal to or greater than 1,000 peak hour trips: \$3,000, plus technology surcharge of 4%.