

Please contact Planning & Zoning staff for assistance in calculation application fees. Additional review fees may be owed to the Engineering Division at the conclusion of application review.

General		Fee Amount
Pre-application Meeting		\$200
Neighborhood Meeting		\$150 if required
Publication/Public Notice		\$200 per hearing or rehearing in addition to application fees

Application Fee by Case Type		Fee Amount
Annexation	1 acre or less	\$1,000 With rezoning, add rezone fees
	Over 1 acre, add	\$200 per acre
Concept Plan	1 acre or less	\$700
	Over 1 acre, add	\$200 per acre
Conditional Use Permit (CUP)	Application fee	\$200 With site plan, add Site Plan fees
Planned Building Group (PBG)	1 acre or less (administrative)	\$700 *
	1 acre or less (non-administrative)	\$1,000 *
	Over 1 acre, add	\$500 per acre
Planned Development	Outline Development Plan	
	1 acre or less	\$1,000
	Over 1 acre, add	\$200 per acre
	Specific Development Plan	
	1 acre or less	\$1,000 *
	Over 1 acre, add	\$500 per acre
	Administrative Amendment	
	1 acre or less	\$500 *
	Over 1 acre, add	\$200 per acre
	Non-administrative amendments follow ODP/SDP fee schedule	
Rezoning (straight)	Application fee	\$700
Right-of-Way Vacation	Application fee	\$500 If processed by ordinance separately from plat
Site Plan	1 acre or less	\$700 *
	Over 1 acre, add	\$200 per acre
Special Use Permit (SUP)	Administrative	\$200 With site plan, add Site Plan fees
	Non-administrative	\$400 With site plan, add Site Plan fees
Subdivision - Administrative	Application fee	\$400
	Partial right-of-way processing fee	\$100 if applicable
	Application fee, plus:	\$700
Subdivision - Minor	Nonresidential/multi-unit	\$200 per acre
	Single-unit/duplex	\$100 per lot
	Partial right-of-way processing fee	\$100 if applicable
Subdivision - Major	Application fee	\$1,000
	Nonresidential/multi-unit, add	\$200 per acre
	Single-unit/duplex, add	\$100 per lot

Application Fee by Case Type (continued)		Fee
Temporary Permit	One-year permit application fee	\$400
	30-day permit application fee	\$200
	30-day permit renewal	\$100 Per renewal, maximum of 2
Variance	Administrative	\$200
	Non-administrative	\$400

Miscellaneous Fees		Fee			
Address Change/ Assignment		\$25			
Zoning Letters		\$25 Per hour (1 hour minimum)			
Recording Fees **	Plats & Development Plans	\$13 First page + \$10/addl page			
	Boundary Surveys	\$20 First page + \$10/ addl page			
	Other Documents	\$13 First page + \$5/each addl page			
For single-unit or duplex - based on prevailing costs and subject to change***:					
Streetscape - Fee-in-Lieu of Construction	Excavation & Embankment	\$7.21 per square yard			
	Reconditioning	\$1.97 per square yard			
	Sidewalk	\$43.02 per square yard			
	Curb & Gutter	\$20.64 per linear foot			
Parkland - Dedication and Fee-in-Lieu	Acreage = (number of proposed dwellings units) x (density factor) x (7.5 acres)/1000 people				
	Fee = Acreage x 43,560 sf/acre x land value				
		Project Type	Density Factor	Land Value	Per Unit Fee
		Single and Multi-Unit	2.1	\$3.64 / sf	\$2,497.29
		Urban Renewal Area	1.7	\$3.64 / sf	\$2,021.62
		Mixed Use Development	1.7	\$3.64 / sf	\$2,021.62
		Within ½ mile of the transit station	1.7	\$3.64 / sf	\$2,021.62
	Senior Housing	1.5	\$3.64 / sf	\$1,783.78	

Notes

- * If an application does not include review of architectural elevations, fee shall be reduced by \$300.
- ** Applicants are responsible for recording fees. Fees are set by and subject to change at the discretion of Jefferson County.
- *** Fee may be reduced if curb, gutter, and/or five-foot wide sidewalk are existing. Fee are based on prevailing costs as determined on an annual basis by the Public Works Department.

Per acre charges are based on exact acreage and apply to all sites, even to sites that are less than one acre. Fees are rounded up to whole dollar amounts.

Appeal of a decision may be subject to additional application, processing, and/or public notice fees.

Publication/public notice fees are based on the average application. Applications with extraordinary mailing requirements or legal descriptions may be charged the additional cost of postage or publication. These costs shall be paid by the applicant prior to the public hearing. If they are not paid, the public hearing will be continued.

When **multiple requests** are being processed as a single application, the applicant will be charged for each land use request. For cases heard together at the same public hearing, the applicant will be charged per hearing, not per case.

Resubmittal fees may be owed if after review of the second submittal changes have not been made as requested by staff. Subsequent review will occur only when the resubmittal fee is paid. Resubmittal fees are as follows:

- 1st, 2nd, and 3rd submittal are included in the application fee
- at the 4th submittal - additional review fees in the amount of 1/2 of the original application fee are owed
- at the 6th submittal - additional review fees in the amount of 1/2 of the original application fee are owed