

Town of Holly Springs

# Non-Residential Development Fee Schedule Worksheet (for VDAP only)

Effective July 1, 2020 – June 30, 2021



Commercial Development  
Office Development  
Industrial Development

Planning & Zoning Development Fees  
Engineering Development Fees  
Building Code Fees

**The fees in this document or any estimates provided to you by Staff are only valid for plan or permit submittals/approvals (whichever is applicable) made during the effective dates of this schedule. All fees are subject to change on July 1 of each year. If plans or permits are submitted and/or approved after June 30, the fee estimate may no longer be valid and the fees may be higher than estimated. For a complete list of all Town fees, see the Fee Schedule in the Town Budget.**



## STEP 1: DEVELOPMENT PETITION SUBMITTAL

Step 1 Fee Estimate prepared by:

Zoning/Subdivision/Site Plan Review

Calculated and collected by Planning & Zoning at time of petition submittal (919.557.3908)

| <b>Rezoning Petition</b>  | <b>Fee</b>   | <b>Amount Due</b> |
|---|--|-------------------|
| Zone Map Change Petition  | \$900 + \$10/acre<br>(double fee for part parcel)                |                   |
| <b>Planned Unit Development Packet</b>  | <b>Fee</b>   | <b>Amount Due</b> |
| PUD Master Plan / Major Amendment   | \$1,500 + \$10/acre<br>(double fee for part parcel)              |                   |
| <b>Development Petition</b>   | <b>Fee</b>   | <b>Amount Due</b> |
| Development Plan: New / Major Amendment   | \$1,000 + \$5/acre: _____ Acres * / **                           |                   |
| Subdivision Plan: Master Plan   | \$700 + \$5/acre: _____ Acres * / **                             |                   |
| Subdivision Plan: Preliminary Plan / Major Amendment / Detailed Administrative Phase Review | \$700 + \$5/lot  |                   |
| Special Exception Use (double fee for part parcel)  | \$500  |                   |
| Master Sign Plan  | \$200 + App Waiver and/or Var Fees                               |                   |
| Appeal of Director's Determination  | 1/2 of Original Fee of \$ _____                                  |                   |
| <b>Development Waiver/Alternate Compliance Petition</b>                                     | <b>Fee</b>   | <b>Amount Due</b> |
| UDO Waiver/Alternate Compliance   | \$100/each   |                   |
| <b>Board of Adjustment</b>  | <b>Fee</b>   | <b>Amount Due</b> |
| Variance  | BOA \$350* / Town Council \$100*<br>(double fee for part parcel) |                   |
| Variance After the Fact   | \$500* (double fee for part parcel)                              |                   |
| Administrative Appeal   | \$250  |                   |
| <b>General Fees</b>   | <b>Fee</b>   | <b>Amount Due</b> |
| Additional Review Fee   | 1/2 of Original Fee of \$ _____                                  |                   |
| Minor Amendment   | \$200/plan   |                   |
| * Double fee for part parcel<br>** Round to nearest tenth 0.0                               |  |                   |
| <b>Step 1 Subtotal</b>  |  |                   |

## STEP 2: CONSTRUCTION DRAWING SUBMITTAL

Step 2 Fee Estimate prepared by:

Construction/Environmental/Stormwater/Special Studies Review

Calculated and collected by Engineering at time of plan submittal (919.557.3938)

| <b>Civil Construction Drawing Plan Review</b>  | <b>Fee</b>  | <b>Amount Due</b> |
|--|---|-------------------|
| Civil Construction Drawing - Subdivision (Covers 1 <sup>st</sup> & 2 <sup>nd</sup> Reviews)              | \$650 + \$50 x _____ Lots                                     |                   |
| Civil Construction Drawing - Site (Covers 1 <sup>st</sup> & 2 <sup>nd</sup> Reviews)                     | 0-5 acres \$1,000<br>5-20 acres \$1,400<br>> 20 acres \$1,750 |                   |
| Major Plan Revision (per review)   | \$1,000   |                   |
| Civil Construction Drawing - Other (Ex. Utility or Roadway) (Per Review)                                 | \$1,500   |                   |
| Civil Construction Drawing - Subsequent Plan Reviews (Per Review after 2 <sup>nd</sup> Review)           | \$450   |                   |
| Civil Construction Drawing - Revisions Plan Review (Covers 1 <sup>st</sup> & 2 <sup>nd</sup> Reviews)    | \$450   |                   |
| Civil Construction Drawing Revisions - Subsequent Plan Reviews (Per Review after 2 <sup>nd</sup> Review) | \$450   |                   |
| Preliminary Pump Station Site Plan Review (Covers 1 <sup>st</sup> & 2 <sup>nd</sup> Reviews)             | \$650   |                   |
| Civil Construction Drawing Pump Station Review (Covers 1 <sup>st</sup> & 2 <sup>nd</sup> Review)         | \$1,000   |                   |
| Subsequent Pump Station Reviews (Site Plan and CD) *Covers 1 <sup>st</sup> & 2 <sup>nd</sup> Reviews)    | \$400   |                   |
| Timbering Review (Per - Review)  | \$500   |                   |



**Town of Holly Springs Non-Residential Fee Schedule for VDAP Only**  
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|   |                                      |                   |
|---|--------------------------------------|-------------------|
| Construction As-Built Review  | \$200                                |                   |
| Irrigation Well Review  | \$200                                |                   |
| <b>Environmental Plan Review</b>  | <b>Fee</b>                           | <b>Amount Due</b> |
| Subdivision/Site/Residential Lots (Covers 1 <sup>st</sup> & 2 <sup>nd</sup> Reviews)  | \$300 x _____ Acres                  |                   |
| Subsequent Plan Review/Revision (per Review)  | \$450                                |                   |
| Environmental Variance/Waiver Reviews (Per Review)  | \$300                                |                   |
| Environmental Variance/Waiver/Appeal Review After Fact Filing Fee (Per Review)  | \$500                                |                   |
| <b>NPDES Stormwater Review</b>  | <b>Fee</b>                           | <b>Amount Due</b> |
| NPDES - Subdivision (Covers 1 <sup>st</sup> & 2 <sup>nd</sup> Reviews)  | \$500 + \$25 x _____ Lots            |                   |
| NPDES - Site (Covers 1 <sup>st</sup> & 2 <sup>nd</sup> Reviews)   | ≤20 Acres \$850<br>>20 Acres \$1,200 |                   |
| NPDES - Stormwater Subsequent Reviews/ Revisions  | \$500                                |                   |
| <b>Utility Permit Fees (Due with Permit Application)</b>  | <b>Fee</b>                           | <b>Amount Due</b> |
| Water Permit Processing   | \$200                                |                   |
| Wastewater Permit Processing  | \$200                                |                   |
| Reclaimed Water Permit Processing   | \$200                                |                   |
| <b>Special Study Review Fees</b>  | <b>Fee</b>                           | <b>Amount Due</b> |
| <b>Special Study</b> (Flood Study, Traffic Impact Analysis, Sewer, Basin, Fire Flow/Hydraulic Analysis, Pump Station, etc.) (Covers 1 <sup>st</sup> & 2 <sup>nd</sup> Reviews) <b>NOTE: Actual costs are to be paid by the Engineer/Developer and can be in excess of \$5,000</b> | \$350 Plus Actual Cost               |                   |
| Special Study Subsequent Reviews and Plan Revisions (per review)  | \$200 Plus Actual Cost               |                   |
| Hydraulic Model Update Fee  | Proportionate to Development         |                   |
| <b>Step 2 Subtotal</b>  |                                      |                   |

## STEP 3: CONSTRUCTION DRAWING APPROVAL

Calculated and collected by Engineering prior to Construction Drawing Approval (919.557.3938)

|                                  |
|----------------------------------|
| Step 3 Fee Estimate prepared by: |
|----------------------------------|

|  |  |                   |
|--|--|-------------------|
| <b>Land Disturbance Permit</b>   | <b>Fee</b>   | <b>Amount Due</b> |
| Land Disturbance (Grading Permit)/Residential Lots Plan  | \$400 x _____ acres  |                   |
| <b>NPDES Stormwater Fee (for Stormwater Permit)</b>  | <b>Fee</b>   | <b>Amount Due</b> |
| Storm drainage pipe and Stormwater Control Measures (SCM)  | _____ LF @ \$2.10/LF <b>plus</b><br>SCM's ≤ 5 acres drainage<br>_____ units @ \$300 each<br><br>SCM's > 5 acres drainage<br>_____ units @ \$500 each |                   |
| Stormwater As-built/Engineer Certification Administration  | \$200  |                   |
| Annual Stormwater SCM Inspection & Administration Late Fee   | <5 acres drainage \$150 per SCM<br>>5 acres drainage \$200 per SCM   |                   |
| Neuse River Basin: Total fee-in-lieu = number of pounds/acre/year to be offset x acres in development x 30 yrs x \$18.49 per pound         |  |                   |
| Cape Fear River Basin: Total fee-in-lieu = number of pounds/acre/year to be offset x acres in impervious surface x 30 yrs x \$14 per pound |  |                   |
| <b>Development Utility Inspection Fees</b>   | <b>Fee</b>   | <b>Amount Due</b> |
| Sewer  | _____ LF @ \$2.10/LF   |                   |
| Water  | _____ LF @ \$2.10/LF   |                   |
| Reclaimed  | _____ LF @ \$2.10/LF   |                   |
| Streets/Firelanes  | _____ LF @ \$2.10/LF/Lane  |                   |
| Sidewalks  | _____ LF @ \$2.10/LF   |                   |



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|   |   |                        |
|---|---|------------------------|
| Greenway                                      | _____ LF @ \$2.10/LF  |                        |
| Fiber   | _____ LF @ \$2.10/LF  |                        |
| Pump Station Inspection                       | \$1,500.00  |                        |
| Re-Inspection Fee                             | \$ 0.25/LF after 1 <sup>st</sup> / 2 <sup>nd</sup> inspection |                        |
| <b>Development Fees in Lieu of Assessment</b> |   | <b>Fee</b>             |
| Payment in Lieu - Street Widening             | Per approved engineer's estimate                              |                        |
| Payment in Lieu - Infrastructure Improvements | Per approved IRA by DOE                                       |                        |
| Payment in Lieu - Street Light Installation   | \$2,00 per light  |                        |
|   |   | <b>Step 3 Subtotal</b> |

## STEP 4: FINAL PLAT & ROW/EASEMENT PLATS

### Subdivision Plat

Calculated and collected by Planning & Zoning at time of submittal (919.557.3908)

|                                  |
|----------------------------------|
| Step 4 Fee Estimate prepared by: |
|----------------------------------|

| <b>Final Plat/Minor Subdivision/Recombination Plat</b>           | <b>Fee</b>  | <b>Amount Due</b>      |
|--|---|------------------------|
| Final Subdivision Plat   | \$300 + \$10/per lot                                |                        |
| Minor Subdivision /Recombination Plat                            | \$200   |                        |
| Amendment to Recorded Plat or Exempt Plat                        | \$200 per plat                                      |                        |
| Each Additional Plat Review not included in base fee             | ½ of Original Final Plat Fee Original Fee: \$ _____ |                        |
| Exempt Plat or Easement R/W Plat (if not amending existing plat) | \$200   |                        |
|  |   | <b>Step 4 Subtotal</b> |

### Infrastructure and Stormwater Bonding

Calculated and collected by Engineering at time of submittal (919.557.3938)

| <b>Bonding</b>   | <b>Fee</b>                 | <b>Amount Due</b>      |
|--|----------------------------|------------------------|
| Infrastructure Surety Performance  | New \$350 each             |                        |
|  | Revised/Renewal \$300 each |                        |
| Infrastructure Surety Warranty   | New \$350 each             |                        |
|  | Revised/Renewal \$300 each |                        |
| Stormwater SCM Surety Performance  | New \$350 each             |                        |
|  | Revised/Renewal \$300 each |                        |
| Stormwater SCM Surety Maintenance  | New \$350 each             |                        |
|  | Revised/Renewal \$300 each |                        |
| Erosion Control Surety Performance   | New \$350 each             |                        |
|  | Revised/Renewal \$300 each |                        |
| <b>NOTE: The Stormwater BMP Surety Maintenance must be in CASH; To be calculated and due before maintenance period begins.</b> |                            |                        |
|  |                            | <b>Step 4 Subtotal</b> |

## STEP 5: BUILDING PERMIT SUBMITTAL

Calculated and collected by Building Code Enforcement at issuance of building permit (919.557.3915)

|                                  |
|----------------------------------|
| Step 5 Fee Estimate prepared by: |
|----------------------------------|

**Refunds will be issued when requested, less any Administrative and/or Plan Review Fees for any permit, which has not expired, and the construction has not been started.**

**Building Code's Fees not included in the fee schedule or fees for unique situations will be referred to supervisory staff and subsequently to the Department Director for approval**

| <b>Technology Surcharge</b>   | <b>Amount Due</b>          |
|---|----------------------------|
| All permits are subject to a technology surcharge fee at 4% of permit fee | 4% of building permit fees |



**Town of Holly Springs Non-Residential Fee Schedule for VDAP Only**  
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| <b>WATER AND SEWER SERVICES for VDAP</b>  |                            |                            |                            |                            |                                      |                            |                            |                            |                   |
|---|----------------------------|----------------------------|----------------------------|----------------------------|--------------------------------------|----------------------------|----------------------------|----------------------------|-------------------|
| <b>Non-Residential Capacity Replacement Fees – Based on Meter Size (due at issuance of building permit)</b> |                            |                            |                            |                            |                                      |                            |                            |                            |                   |
| Water and Sewer (charged separately)  | Office/Institutional       |                            |                            |                            | Retail/Restaurant/Industrial         |                            |                            |                            | Amount Due        |
|   | ≤ 5,000 sq. ft.            | 5001-9999 sq. ft.          | 10,000-20,000 sq. ft.      | >20,001 sq. ft.            | ≤ 5,000 sq. ft.                      | 5001-9999 sq. ft.          | 10,000-20,000 sq. ft.      | >20,000 sq. ft.            |                   |
| ¾" meter  | S: \$2,717<br>W: \$2,944   | S: \$3,977<br>W: \$2,944   | S: \$4,922<br>W: \$5,334   | S: \$5,709<br>W: \$6,187   | S: \$3,032<br>W: \$3,285             | S: \$4,449<br>W: \$4,822   | S: \$5,513<br>W: \$5,974   | S: \$6,300<br>W: \$6,827   | <b>Water</b>      |
| 1" meter  | S: \$3,032<br>W: \$3,285   | S: \$4,450<br>W: \$4,822   | S: \$5,513<br>W: \$5,974   | S: \$6,496<br>W: \$7,040   | S: \$3,347<br>W: \$3,626             | S: \$4,921<br>W: \$5,334   | S: \$6,104<br>W: \$6,614   | S: \$7,127<br>W: \$7,723   |                   |
| 1 ¼" meter  | S: \$3,347<br>W: \$3,627   | S: \$4,922<br>W: \$5,334   | S: \$6,103<br>W: \$6,614   | S: \$7,284<br>W: \$7,894   | S: \$3,662<br>W: \$3,968             | S: \$5,394<br>W: \$5,832   | S: \$6,694<br>W: \$7,254   | S: \$7,836<br>W: \$8,491   |                   |
| 1 ½" meter  | S: \$3,662<br>W: \$3,968   | S: \$5,395<br>W: \$5,846   | S: \$6,694<br>W: \$7,254   | S: \$8,071<br>W: \$8,747   | S: \$3,977<br>W: \$4,309             | S: \$5,866<br>W: \$6,358   | S: \$7,285<br>W: \$7,894   | S: \$8,466<br>W: \$9,174   |                   |
| 2" meter  | S: \$4,292<br>W: \$4,651   | S: \$6,340<br>W: \$6,870   | S: \$7,875<br>W: \$8,534   | S: \$9,253<br>W: \$10,027  | S: \$4,607<br>W: \$4,991             | S: \$6,811<br>W: \$7,382   | S: \$8,466<br>W: \$9,174   | S: \$10,041<br>W: \$10,881 | <b>Sewer</b>      |
| 3" meter  | S: \$4,922<br>W: \$5,333   | S: \$7,285<br>W: \$7,895   | S: \$9,056<br>W: \$9,815   | S: \$10,827<br>W: \$11,734 | S: \$5,237<br>W: \$5,674             | S: \$7,756<br>W: \$8,406   | S: \$9,648<br>W: \$10,455  | S: \$11,222<br>W: \$12,161 |                   |
| 4" meter  | S: \$5,552<br>W: \$6,016   | S: \$8,230<br>W: \$8,919   | S: \$10,238<br>W: \$11,095 | S: \$12,009<br>W: \$13,014 | S: \$5,867<br>W: \$6,357             | S: \$8,701<br>W: \$9,431   | S: \$10,829<br>W: \$11,735 | S: \$12,797<br>W: \$13,867 |                   |
| 6" meter  | S: \$9,647<br>W: \$10,453  | S: \$14,372<br>W: \$15,576 | S: \$17,916<br>W: \$19,416 | S: \$21,453<br>W: \$23,255 | S: \$11,222<br>W: \$12,159           | S: \$16,733<br>W: \$18,136 | S: \$20,871<br>W: \$22,616 | S: \$24,609<br>W: \$26,668 |                   |
| 8" meter  | S: \$12,797<br>W: \$13,867 | S: \$19,097<br>W: \$20,697 | S: \$23,822<br>W: \$25,817 | S: \$28,545<br>W: \$30,935 | S: \$14,372<br>W: \$15,572           | S: \$21,458<br>W: \$23,257 | S: \$23,824<br>W: \$25,816 | S: \$31,697<br>W: \$34,348 |                   |
| <b>Town-Installed Taps ( ** or actual cost, whichever is greater)</b>                                       |                            |                            |                            |                            | <b>Fee</b>                           |                            |                            |                            | <b>Amount Due</b> |
| Water (for ¾" only)   |                            |                            |                            |                            | \$1,500/unit                         |                            |                            |                            |                   |
| Wastewater (for 4" only)  |                            |                            |                            |                            | \$1,500/unit                         |                            |                            |                            |                   |
| Reclaimed   |                            |                            |                            |                            | \$1,500/unit                         |                            |                            |                            |                   |
| Add for street cuts **  |                            |                            |                            |                            | \$500 each                           |                            |                            |                            |                   |
| Add for bores **  |                            |                            |                            |                            | \$500 each                           |                            |                            |                            |                   |
| Add for curb & gutter crossings **  |                            |                            |                            |                            | \$250 each                           |                            |                            |                            |                   |
| <b>Developer-Installed Taps (all new developments)</b>  |                            |                            |                            |                            | <b>Fee</b>                           |                            |                            |                            | <b>Amount Due</b> |
| Water   |                            |                            |                            |                            | \$150/unit                           |                            |                            |                            |                   |
| Wastewater  |                            |                            |                            |                            | \$150/unit                           |                            |                            |                            |                   |
| Reclaimed   |                            |                            |                            |                            | \$150/unit                           |                            |                            |                            |                   |
| <b>Potable Water Meter Fees Octave Meters replaced compound meters</b>                                      |                            |                            |                            |                            |                                      |                            |                            |                            |                   |
| <b>Meter Cost by Size</b>   |                            | <b>Fee</b>                 |                            | <b>Meter Cost by Size</b>  |                                      | <b>Fee</b>                 |                            | <b>Amount Due</b>          |                   |
| ¾"  |                            | \$326.25                   |                            | 3"                         |                                      | \$2,700                    |                            |                            |                   |
| 1"  |                            | \$433.50                   |                            | 4"                         |                                      | \$3,500                    |                            |                            |                   |
| 1 1/2"  |                            | \$875                      |                            | 6"                         |                                      | \$5,400                    |                            |                            |                   |
| 2"  |                            | \$2,500                    |                            | 8"                         |                                      | \$6,825                    |                            |                            |                   |
| <b>IRRIGATION SERVICES</b>  |                            |                            |                            |                            |                                      |                            |                            |                            |                   |
| <b>Meter Cost by Size</b>   |                            | <b>Fee</b>                 |                            | <b>Meter Cost by Size</b>  |                                      | <b>Fee</b>                 |                            | <b>Amount Due</b>          |                   |
| ¾"  |                            | \$326.25                   |                            | 3"                         |                                      | \$2,700                    |                            |                            |                   |
| 1"  |                            | \$433.50                   |                            | 4"                         |                                      | \$3,500                    |                            |                            |                   |
| 1 1/2"  |                            | \$875                      |                            | 6"                         |                                      | \$5,400                    |                            |                            |                   |
| 2"  |                            | \$2,500                    |                            | 8"                         |                                      | \$6,825                    |                            |                            |                   |
| <b>Town Installed Tap Fee</b>   |                            |                            |                            |                            | <b>Fee</b>                           |                            |                            |                            | <b>Amount Due</b> |
| ¾" split service only (greater than ¾" cost to be determined)   |                            |                            |                            |                            | \$1,500                              |                            |                            |                            |                   |
| <b>Engineering Inspection Fees</b>  |                            |                            |                            |                            | <b>Fee</b>                           |                            |                            |                            | <b>Amount Due</b> |
| Driveways   |                            |                            |                            |                            | \$125 each                           |                            |                            |                            |                   |
| Lot or Site Final (Prior to C.O.)   |                            |                            |                            |                            | \$200 each                           |                            |                            |                            |                   |
| Reclaimed Irrigation Installation Inspection  |                            |                            |                            |                            | \$200 each                           |                            |                            |                            |                   |
| Utility Encroachment Permit   |                            |                            |                            |                            | Without bore \$50<br>With bore \$100 |                            |                            |                            |                   |



**Town of Holly Springs Non-Residential Fee Schedule for VDAP Only**  
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| <b>NON-RESIDENTIAL BUILDING PERMIT FEES</b>   |          |                               |  |                   |
|---|----------|-------------------------------|--|-------------------|
| <b>Construction Cost</b>  |          | <b>Permit Fee</b>             |  | <b>Amount Due</b> |
| \$0.00-\$ 1,500   | \$ 250   | \$ 100,001-\$ 200,000         | \$ 2,500   |                   |
| \$ 1, 5001-\$ 2,500   | \$ 350   | \$ 200,001-\$ 350,000         | \$ 4,500   |                   |
| \$ 2,501-\$25,000   | \$ 425   | \$ 350,001-\$ 500,000         | \$ 6,000   |                   |
| \$ 25, 001-\$50,000   | \$ 650   | \$ 500,001-\$ 750,000         | \$ 8,000   |                   |
| \$ 50,001-\$100,000   | \$ 1,200 | \$ 750,001-\$ 1,000,000       | \$ 10,000  |                   |
|   |          | Over \$1,000,000              | \$ 10,000 + 0.15% of each million or portion thereof   |                   |
| <b>Square Footage</b>   |          | <b>Plan Review Fees</b>       |  | <b>Amount Due</b> |
| 0-5,000 sf  | \$ 150   | 10,001-25,000                 | \$ 250   |                   |
| 5,001-10,000 sf   | \$ 200   | >25,001                       | \$ 300   |                   |
| Permit Revision   | \$150    |                               |  |                   |
| <b>Square Footage</b>   |          | <b>Permit Processing Fees</b> |  | <b>Amount Due</b> |
| 0-5,000 sf  | \$ 75    | 10,001-25,000                 | \$ 125   |                   |
| 5,001-10,000 sf   | \$ 100   | >25,001                       | \$ 150   |                   |
| <b>Construction/Sales Trailer (Must obtain a UDO Permit through Planning Dept prior)</b>                |          |                               | <b>Fee</b>   | <b>Amount Due</b> |
| Construction/Sales Trailer  |          |                               | \$ 150   |                   |
| Permit Processing   |          |                               | \$ 25  |                   |
| Plan Review   |          |                               | \$ 50  |                   |
| Permit Revision   |          |                               | \$ 50  |                   |
| <b>Non-Residential Trade Fees</b>   |          |                               | <b>Fee</b>   | <b>Amount Due</b> |
| Building  |          |                               | \$ 150   |                   |
| Electrical  |          |                               | \$ 150   |                   |
| Mechanical  |          |                               | \$ 150   |                   |
| Plumbing  |          |                               | \$ 150   |                   |
| <b>Other Building Permit Fees</b>   |          |                               | <b>Fee</b>   | <b>Amount Due</b> |
| Working without Permit  |          |                               | Double Permit Fees   |                   |
| Planning & Zoning UDO Permit Fee (due on all permits)   |          |                               | \$100  |                   |
| Re-inspection Fee (Violations over 7; Not ready; Previous Violation(s) Not Corrected; Violation of DPM) |          |                               | \$75 per trip  |                   |
| Certificate of Occupancy C/O (same business day)  |          |                               | \$50   |                   |
| Stop Work Order   |          |                               | \$150  |                   |
| Add/Change Contractor (per permit/per trade)  |          |                               | \$50   |                   |
| Expired Permit Renewal  |          |                               | 25% of Permit Cost   |                   |
| Conditional Power   |          |                               | \$150  |                   |
| Demolition Permit   |          |                               | \$150  |                   |
| After Hours Inspections (2 business day notice)   |          |                               | \$125/hr, min 2 hrs if directly after work hours; \$125/hr, min 3 hrs if Inspector has to leave home |                   |
| Misc. Inspection  |          |                               | \$150  |                   |
| Change of Occupancy or Use Permit   |          |                               | \$150  |                   |
| Stocking C/O  |          |                               | \$150  |                   |
| Temporary C/O (2 business day notice)   |          |                               | \$250  |                   |
| Temporary C/O (same business day)   |          |                               | \$400  |                   |
| Temporary C/O Renewal   |          |                               | \$200  |                   |
| Express Review  |          |                               | \$500/hr, min 2 hrs  |                   |
| Express Review (Re-review)  |          |                               | \$500/hr, min 1 hr + \$125 per 15 minute increments  |                   |
| Express Review Cancellation (less than 3 business day notice)   |          |                               | No Refund  |                   |
| Temporary Right-of-Way Signs  |          |                               | \$25/sign  |                   |



**Town of Holly Springs Non-Residential Fee Schedule for VDAP Only**  
Effective July 1, 2020 – June 30, 2021

| <b>Fire Department Non-Residential Building Permit Fees</b>  |                             |   |                             |                   |
|--|-----------------------------|---|-----------------------------|-------------------|
| <i>Fire Department Fees not included in the fee schedule or fees for unique situations will be referred to supervisory staff and subsequently to the Department Director for approval.</i> |                             |   |                             |                   |
| Square Footage   | HSFD Plan Review Fees       | Square Footage  | HSFD Plan Review Fees       | <b>Amount Due</b> |
| 0-5,000 sf   | \$ 150                      | 10,001-25,000   | \$ 250                      |                   |
| 5,001-10,000 sf  | \$ 200                      | >25,001   | \$ 300                      |                   |
| Permit Revision  | \$ 150                      |   |                             |                   |
| Square Footage   | HSFD Permit Processing Fees | Square Footage  | HSFD Permit Processing Fees | Amount Due        |
| 0-5,000 sf   | \$ 150                      | 10,001-25,000   | \$ 250                      |                   |
| 5,001-10,000 sf  | \$ 200                      | >25,001   | \$ 300                      |                   |
| <b>Fire Department Fire Alarm &amp; Fire Sprinkler Permit Fees</b>   |                             |   |                             |                   |
| Square Footage   | HSFD Plan Review Fees       | Square Footage  | HSFD Plan Review Fees       | Amount Due        |
| 0-5,000 sf   | \$ 150                      | 10,001-25,000   | \$ 250                      |                   |
| 5,001-10,000 sf  | \$ 200                      | >25,001   | \$ 300                      |                   |
| Permit Revision  | \$ 150                      |   |                             |                   |
| Square Footage   | HSFD Permit Processing Fees | Square Footage  | HSFD Permit Processing Fees | Amount Due        |
| 0-5,000 sf   | \$ 150                      | 10,001-25,000   | \$ 250                      |                   |
| 5,001-10,000 sf  | \$ 200                      | >25,001   | \$ 300                      |                   |
| <b>Fire Department Inspection Fees</b>   |                             |   |                             |                   |
| Fire Prevention/Misc   |                             | \$100   |                             |                   |
| Commercial Burn  |                             | \$100   |                             |                   |
| Blasting   |                             | \$50  |                             |                   |
| Fixed Fire Suppression Systems   |                             | \$50  |                             |                   |
| Fuel Storage   |                             | \$75 per Tank   |                             |                   |
| Water Supply (Hydrant Placement)   |                             | \$100   |                             |                   |
| After Hours Inspections (2 business day notice)  |                             | \$125/hr, min 2 hrs if directly after work hours;<br>\$125/hr, min 3 hrs if Inspector has to leave home |                             |                   |
| Re-inspection Fee  |                             | \$75  |                             |                   |
| <b>Fire Department Plan Review Fees</b>  |                             |   |                             |                   |
| Fire Prevention/Misc   |                             | \$50  |                             |                   |
| Commercial Burn  |                             | \$50  |                             |                   |
| Blasting   |                             | \$100   |                             |                   |
| Fixed Fire Suppression Systems   |                             | \$100   |                             |                   |
| Plan Review Revision   |                             | \$50  |                             |                   |
| Fuel Storage   |                             | \$100   |                             |                   |
| Residential Subdivision Site   |                             | \$100   |                             |                   |
| Water Supply (Hydrant Placement)   |                             | \$100   |                             |                   |
| Express Review   |                             | \$250   |                             |                   |
| Express Re-Review  |                             | \$100   |                             |                   |
| <b>Planning &amp; Zoning UDO Compliance Surety</b><br><i>(Calculated and collected by Planning &amp; Zoning, if needed)</i>  |                             |   | <b>Fee</b>                  | <b>Amount Due</b> |
| UDO Compliance Surety Review and Processing Fee  |                             |   | \$375 New/\$300 Renewal     |                   |
| <b>Step 5 Subtotal</b>   |                             |   |                             |                   |

| <b>Town-Installed Taps ( ** or actual cost, whichever is greater)</b> |              | <b>Amount Due</b> |
|---|--------------|-------------------|
| Water (for 3/4" only)   | \$1,500/unit |                   |
| Wastewater (for 4" only)  | \$1,500/unit |                   |
| Reclaimed   | \$1,500/unit |                   |
| Add for street cut **   | \$500 each   |                   |
| Add for street bore **  | \$500 each   |                   |
| Add for curb & gutter crossing **                                     | \$250 each   |                   |



Town of Holly Springs Non-Residential Fee Schedule for VDAP Only

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| <b>Developer-Installed Taps (all new developments)</b>  |  |  |  |                   |
|---|--|--|--|-------------------|
| Water   |  | \$150/unit   |  |                   |
| Wastewater  |  | \$150/unit   |  |                   |
| Reclaimed   |  | \$150/unit   |  |                   |
| <b>Potable Water Meter Fees Octave meters replaced compound meters</b>                                  |  |  |  |                   |
| <b>Meter Cost by Size</b>   |  | <b>Fee</b>   |  | <b>Amount Due</b> |
| <b>Meter Cost by Size</b>   |  | <b>Fee</b>   |  |                   |
| 3/4"  |  | \$326.25   |  |                   |
| 1"  |  | \$433.50   |  |                   |
| 1 1/2"  |  | \$875  |  |                   |
| 2"  |  | \$2,500  |  |                   |
| <b>Meter Cost by Size</b>   |  | <b>Fee</b>   |  | <b>Amount Due</b> |
| <b>Meter Cost by Size</b>   |  | <b>Fee</b>   |  |                   |
| 3"  |  | \$2,700  |  |                   |
| 4"  |  | \$3,500  |  |                   |
| 6"  |  | \$5,400  |  |                   |
| 8"  |  | \$6,825  |  |                   |
| <b>Irrigation Services</b>  |  |  |  |                   |
| <b>Meter Cost by Size</b>   |  | <b>Fee</b>   |  | <b>Amount Due</b> |
| <b>Meter Cost by Size</b>   |  | <b>Fee</b>   |  |                   |
| 3/4"  |  | \$326.25   |  |                   |
| 1"  |  | \$433.50   |  |                   |
| 1 1/2"  |  | \$875  |  |                   |
| 2"  |  | \$2,500  |  |                   |
| <b>Meter Cost by Size</b>   |  | <b>Fee</b>   |  | <b>Amount Due</b> |
| <b>Meter Cost by Size</b>   |  | <b>Fee</b>   |  |                   |
| 3"  |  | \$2,700  |  |                   |
| 4"  |  | \$3,500  |  |                   |
| 6"  |  | \$5,400  |  |                   |
| 8"  |  | \$6,825  |  |                   |
| <b>Town Installed Irrigation Tap Fee</b>  |  |  |  |                   |
| 3/4" split service only (greater than 3/4" cost to be determined)                                       |  | \$1,500  |  |                   |
| <b>Engineering Inspection Fees</b>  |  |  |  |                   |
|   |  | <b>Fee</b>   |  | <b>Amount Due</b> |
|   |  | <b>Fee</b>   |  |                   |
| Driveways   |  | \$125 each   |  |                   |
| Lot or Site Final (Prior to C.O.)   |  | \$200 each   |  |                   |
| Reclaimed Irrigation Installation Inspection  |  | \$200 each   |  |                   |
| Utility Encroachment Permit   |  | Without bore \$50<br>With bore \$100                 |  |                   |
| <b>NON-RESIDENTIAL BUILDING PERMIT FEES</b>   |  |  |  |                   |
| <b>Construction Cost</b>  |  | <b>Permit Fee</b>                                    |  | <b>Amount Due</b> |
| <b>Construction Cost</b>  |  | <b>Permit Fee</b>                                    |  |                   |
| \$0.00-\$ 1,500   |  | \$ 250   |  |                   |
| \$ 1, 5001-\$ 2,500   |  | \$ 350   |  |                   |
| \$ 2,501-\$25,000   |  | \$ 425   |  |                   |
| \$ 25, 001-\$50,000   |  | \$ 650   |  |                   |
| \$ 50,001-\$100,000   |  | \$ 1,200   |  |                   |
|   |  | Over \$1,000,000                                     |  |                   |
|   |  | \$ 10,000 + 0.15% of each million or portion thereof |  |                   |
| <b>Square Footage</b>   |  | <b>Plan Review Fees</b>                              |  | <b>Amount Due</b> |
| <b>Square Footage</b>   |  | <b>Plan Review Fees</b>                              |  |                   |
| 0-5,000 sf  |  | \$ 150   |  |                   |
| 5,001-10,000 sf   |  | \$ 200   |  |                   |
| Permit Revision   |  | \$150  |  |                   |
| <b>Square Footage</b>   |  | <b>Permit Processing Fees</b>                        |  | <b>Amount Due</b> |
| <b>Square Footage</b>   |  | <b>Permit Processing Fees</b>                        |  |                   |
| 0-5,000 sf  |  | \$ 75  |  |                   |
| 5,001-10,000 sf   |  | \$ 100   |  |                   |
| <b>Construction/Sales Trailer (Must obtain a UDO Permit through Planning Dept prior)</b>                |  |  |  |                   |
|   |  | <b>Fee</b>   |  | <b>Amount Due</b> |
|   |  | <b>Fee</b>   |  |                   |
| Construction/Sales Trailer  |  | \$ 150   |  |                   |
| Permit Processing   |  | \$ 25  |  |                   |
| Plan Review   |  | \$ 50  |  |                   |
| Permit Revision   |  | \$ 50  |  |                   |
| <b>Non-Residential Trade Fees</b>   |  |  |  |                   |
|   |  | <b>Fee</b>   |  | <b>Amount Due</b> |
|   |  | <b>Fee</b>   |  |                   |
| Building  |  | \$ 150   |  |                   |
| Electrical  |  | \$ 150   |  |                   |
| Mechanical  |  | \$ 150   |  |                   |
| Plumbing  |  | \$ 150   |  |                   |
| <b>Other Building Permit Fees</b>   |  |  |  |                   |
|   |  | <b>Fee</b>   |  | <b>Amount Due</b> |
|   |  | <b>Fee</b>   |  |                   |
| Working without Permit  |  | Double Permit Fees                                   |  |                   |
| Planning & Zoning UDO Permit Fee (due on all permits)   |  | \$100  |  |                   |
| Re-inspection Fee (Violations over 7; Not ready; Previous Violation(s) Not Corrected; Violation of DPM) |  | \$75 per trip  |  |                   |
| Certificate of Occupancy C/O (same business day)  |  | \$50   |  |                   |
| Stop Work Order   |  | \$150  |  |                   |





**Town of Holly Springs Non-Residential Fee Schedule for VDAP Only**  
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|  |  |                       |                                    |
|--|--|-----------------------|------------------------------------|
| Add/Change Contractor (per permit/per trade)   | \$50   |                       |                                    |
| Expired Permit Renewal   | 25% of Permit Cost   |                       |                                    |
| Conditional Power  | \$150  |                       |                                    |
| Demolition Permit  | \$150  |                       |                                    |
| After Hours Inspections (2 business day notice)  | \$125/hr, min 2 hrs if directly after work hours; \$125/hr, min 3 hrs if Inspector has to leave home |                       |                                    |
| Misc. Inspection   | \$150  |                       |                                    |
| Change of Occupancy or Use Permit  | \$150  |                       |                                    |
| Stocking C/O   | \$150  |                       |                                    |
| Temporary C/O (2 business day notice)  | \$250  |                       |                                    |
| Temporary C/O (same business day)  | \$400  |                       |                                    |
| Temporary C/O Renewal  | \$200  |                       |                                    |
| Express Review   | \$500/hr, min 2 hrs  |                       |                                    |
| Express Review (Re-review)   | \$500/hr, min 1 hr + \$125 per 15 minute increments  |                       |                                    |
| Express Review Cancellation (less than 3 business day notice)  | No Refund  |                       |                                    |
| Temporary Right-of-Way Signs   | \$25/sign  |                       |                                    |
| <b>Fire Department Non-Residential Building Permit Fees</b>  |  |                       |                                    |
| <i>Fire Department Fees not included in the fee schedule or fees for unique situations will be referred to supervisory staff and subsequently to the Department Director for approval.</i> |  |                       |                                    |
| <b>Square Footage</b>  | <b>HSFD Plan Review Fees</b>   | <b>Square Footage</b> | <b>HSFD Plan Review Fees</b>       |
| 0-5,000 sf   | \$ 150   | 10,001-25,000         | \$ 250                             |
| 5,001-10,000 sf  | \$ 200   | >25,001               | \$ 300                             |
| Permit Revision  | \$ 150   |                       |                                    |
| <b>Square Footage</b>  | <b>HSFD Permit Processing Fees</b>   | <b>Square Footage</b> | <b>HSFD Permit Processing Fees</b> |
| 0-5,000 sf   | \$ 150   | 10,001-25,000         | \$ 250                             |
| 5,001-10,000 sf  | \$ 200   | >25,001               | \$ 300                             |
| <b>Fire Department Fire Alarm &amp; Fire Sprinkler Permit Fees</b>   |  |                       |                                    |
| <b>Square Footage</b>  | <b>HSFD Plan Review Fees</b>   | <b>Square Footage</b> | <b>HSFD Plan Review Fees</b>       |
| 0-5,000 sf   | \$ 150   | 10,001-25,000         | \$ 250                             |
| 5,001-10,000 sf  | \$ 200   | >25,001               | \$ 300                             |
| Permit Revision  | \$ 150   |                       |                                    |
| <b>Square Footage</b>  | <b>HSFD Permit Processing Fees</b>   | <b>Square Footage</b> | <b>HSFD Permit Processing Fees</b> |
| 0-5,000 sf   | \$ 150   | 10,001-25,000         | \$ 250                             |
| 5,001-10,000 sf  | \$ 200   | >25,001               | \$ 300                             |
| <b>Fire Department Inspection Fees</b>   |  |                       |                                    |
| Fire Prevention/Misc   | \$100  |                       |                                    |
| Commercial Burn  | \$100  |                       |                                    |
| Blasting   | \$50   |                       |                                    |
| Fixed Fire Suppression Systems   | \$50   |                       |                                    |
| Fuel Storage   | \$75 per Tank  |                       |                                    |
| Water Supply (Hydrant Placement)   | \$100  |                       |                                    |
| After Hours Inspections (2 business day notice)  | \$125/hr, min 2 hrs if directly after work hours; \$125/hr, min 3 hrs if Inspector has to leave home |                       |                                    |
| Re-inspection Fee  | \$75   |                       |                                    |
| <b>Fire Department Plan Review Fees</b>  |  |                       |                                    |
| Fire Prevention/Misc   | \$50   |                       |                                    |
| Commercial Burn  | \$50   |                       |                                    |
| Blasting   | \$100  |                       |                                    |
| Fixed Fire Suppression Systems   | \$100  |                       |                                    |
| Plan Review Revision   | \$50   |                       |                                    |
| Fuel Storage   | \$100  |                       |                                    |
| Residential Subdivision Site   | \$100  |                       |                                    |



Town of Holly Springs Non-Residential Fee Schedule for VDAP Only  
Effective July 1, 2020 – June 30, 2021

|  |            |                        |
|--|------------|------------------------|
| Water Supply (Hydrant Placement)   | \$100      |                        |
| Express Review   | \$250      |                        |
| Express Re-Review  | \$100      |                        |
| <b>Planning &amp; Zoning UDO Compliance Surety</b><br>(Calculated and collected by Planning & Zoning, if needed) |            | <b>Amount Due</b>      |
|  | <b>Fee</b> |                        |
| UDO Compliance Surety Review and Processing Fee  | \$300      |                        |
|  |            | <b>Step 5 Subtotal</b> |

|                                 |           |
|---------------------------------|-----------|
| <b>ESTIMATED TOTAL FEES DUE</b> | <b>\$</b> |
|---------------------------------|-----------|