

# Residential Development Fee Workbook

Effective July 1, 2023 – June 30, 2024



**HOLLY  
SPRINGS**

*Development Services*

Single-Family Residential Subdivisions  
Townhome Developments  
Apartment/Condominium Developments

<b>Project Name:</b>	
<b>Prepared By:</b>	

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.

All fees are calculated and collected at time of submittal.

<b>DEVELOPMENT PETITION SUBMITTAL</b>		
<i>*Double fees for part parcel   ** Round acreage to nearest tenth 0.0</i>		
<b>REZONING PETITION</b>	<b>FEE</b>	<b>AMOUNT DUE</b>
Zone Map Amendment - General Use District <i>(includes 3 reviews)</i>	\$900* + \$10/acre**	
Zone Map Amendment – Conditional Zoning District (CD) <i>(includes 3 reviews)</i>	\$1,500* + \$10/acre**	
Zoning Map Amendment – Additional Public Hearing	\$350	
Legacy PUD Master Plan – Minor Amendment <i>(includes 3 reviews)</i>	\$500	
<b>DEVELOPMENT PETITION</b>	<b>FEE</b>	<b>AMOUNT DUE</b>
Major Subdivision New / Major Amendment <i>(includes 2 reviews)</i>	\$1,100 + \$5/lot	
Development Plan for Apartment Dwellings: New or Major Amendments <i>(includes 2 reviews)</i>	\$1,500 + \$5/unit + ea dwelling unit of multiple units on a single lot	
Development Plan - New / Major Amendment <i>(includes 2 reviews)</i>	\$1,100 + \$5/lot	
<b>DEVELOPMENT WAIVER /ALTERNATE COMPLIANCE PETITION</b>	<b>FEE</b>	<b>AMOUNT DUE</b>
UDO Waiver/Alternate Compliance	\$100/ea	
<b>GENERAL FEES</b>	<b>FEE</b>	<b>AMOUNT DUE</b>
Minor Plan Amendment <i>(includes 2 reviews)</i>	\$450	
Additional Review Fee	\$200 ea additional review 1/2 of Original Fee	
Land Use Advisory Council (LUAC) Request & Communications Items	\$100 first meeting \$200/ea additional meeting	
<b>Development Petition Submittal SUBTOTAL:</b>		

<b>CIVIL CONSTRUCTION DRAWING SUBMITTAL</b>		
<b>CIVIL CONSTRUCTION DRAWING PLAN REVIEW</b>	<b>FEE</b>	<b>AMOUNT DUE</b>
Construction Drawing - Subdivision <i>(includes 2 reviews)</i>	\$1,100 + \$50 per lot	
Construction Drawing - Other (Ex. Utility or Roadway) <i>(includes 2 reviews)</i>	\$2,000	
Subsequent Plan Reviews & Revision Subsequent Plan Reviews <i>(includes utility plan review, per review after 2<sup>nd</sup> review)</i>	\$450	
Major Plan Revisions <i>(includes 2 reviews)</i>	\$1,500	
Minor Plan Revisions <i>(includes 2 reviews)</i>	\$900	
Preliminary Pump Station Site Plan Review <i>(includes 2 reviews)</i>	\$1,000	
Construction Drawing Pump Station Review <i>(includes 2 reviews)</i>	\$1,500	
Subsequent Pump Station Reviews (Site Plan and CD) <i>(includes 2 reviews)</i>	\$400	
Timbering Review	\$500	
Irrigation Well Review	\$200	
Infrastructure As-Built Review	\$200	
<b>ENVIRONMENTAL PLAN REVIEW</b>	<b>FEE</b>	<b>AMOUNT DUE</b>
Subdivision <i>(includes 2 reviews)</i>	\$750 x ( ) acres**	
Subsequent Plan Review/Revision <i>(per review AFTER 2<sup>nd</sup> review)</i>	\$450/ea	
Environmental Variance / Waiver Reviews <i>(per review)</i>	\$300	
Environmental Variance/Waiver/Appeal Review After Fact Filing Fee <i>(Per Review)</i>	\$500	
<b>NPDES STORMWATER REVIEW</b>	<b>FEE</b>	<b>AMOUNT DUE</b>
NPDES – Subdivision <i>(includes 2 reviews)</i>	\$1,000 + \$25/lot	
NPDES – Subsequent Reviews/Revisions <i>(per review)</i>	\$450	
Stormwater As-Built / Engineer Certification Administration	\$200	
<b>UTILITY PERMIT FEES – DUE WITH PERMIT APPLICATION</b>	<b>FEE</b>	<b>AMOUNT DUE</b>
Water Permit Application Review (Delegated)	\$480	
Sewer Permit Application Review (Delegated)	\$480	
Reclaimed Water Distribution Line Extension Permit Application Review (Delegated)	\$480	
Reclaimed Water Conjunctive Use Permit Application Review	\$480	
Water, Wastewater and Reclaimed Water Permit Processing	\$200/ea	
<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 1st& 2nd Reviews)	\$350 Submittal Fee + Actual Cost to be paid by engineer/developer	
Special Study Subsequent Reviews and Plan Revisions (per review after 2 <sup>nd</sup> review)	\$200 Submittal Fee + Actual Cost to be paid by engineer/developer	
Hydraulic Model Update	Proportionate to Development	
<b>Civil Construction Drawing Submittal SUBTOTAL:</b>		

## CIVIL CONSTRUCTION DRAWING APPROVAL

- Civil Construction Drawing fees are calculated and collected at submittal.
- \*Requires prior approval by staff
- All permits are subject to a Technology surcharge fee at 4% of the permit fee**

LAND DISTURBANCE PERMIT	FEE	AMOUNT DUE
Environmental Development Permit (Grading Permit)	\$400/acre** Yearly renewal required, fee based on remaining disturbed acreage	
Residential Lot Erosion Control	\$100/lot	
NPDES STORMWATER FEE (FOR STORMWATER PERMIT)	FEE	AMOUNT DUE
Storm Drainage Pipe	\$2.10/LF	
Storm Control Measure (SCM)	<5 ac drainage \$300 ea SCM >5 ac drainage \$500 ea SCM	
Stormwater As-Built / Engineer Certification Administration	\$200	
Annual Stormwater SCM Inspection & Administration	<5 ac drainage \$150 per SCM >5 ac drainage \$200 per SCM	
STORMWATER FEE-IN-LIEU		
Neuse River Basin: Total fee-in-lieu = number of pounds/acre/year to be offset x acres in development x 30 years x \$18.49/pound		
Cape Fear River Basin: Total fee-in-lieu = number of pounds/acre/year to be offset x acres in impervious surface x 30 years x \$14/pound		
DEVELOPMENT UTILITY INSPECTION FEES	FEE	AMOUNT DUE
Sewer	\$2.10/LF	
Water	\$2.10/LF	
Reclaim	\$2.10/LF	
Streets/Fire Lanes	\$2.10/LF/LN	
Sidewalks	\$2.10/LF	
Greenway	\$2.10/LF	
Pump Station Inspection	\$1,500 lump sum	
Re-Inspection Fee	\$0.25/LF per inspection after 1 <sup>st</sup> & 2 <sup>nd</sup> Inspections	
Re-Inspection Fee (Engineering Driveway and Engineering Site Finals)	\$75/ea	
After Hours Inspections (2 business day notice required)	\$125/hr, min 2 hrs if directly after work hours \$125/hr, min 3 hrs if Inspector has to leave home	
DEVELOPMENT FEES-IN-LIEU OF ASSESSMENT	FEE	AMOUNT DUE
Payment-In-Lieu – Street Widening	*EOR Specific Cost Estimate Required	
Payment-In-Lieu – Infrastructure Improvements	Approved IRA by DOE Required	
Payment-In-Lieu – Street Light Installation	\$2,000/light	
<b>Civil Construction Drawing Approval SUBTOTAL:</b>		

FINAL PLAT & ROW/EASEMENT PLATS		
FINAL PLAT / MINOR SUBDIVISION (includes 2 reviews, plus mylar)	FEE	AMOUNT DUE
Final Plat	\$300 + \$10/per lot	
Exempt Plat	\$200	
Minor Residential Plat	\$200	
Amendment to Recorded Plat	\$200	
Each additional Plat review not included in base fee	Half of Original Final Plat Fee	
<b>Plat SUBTOTAL:</b>		

SURETIES & BONDING		
<i>NOTE: The Stormwater SCM Surety Maintenance must be Cash. A cost estimate for each surety must be provided and approved by Town staff.</i>		
BOND TYPE	FEE	AMOUNT DUE
Infrastructure Performance Surety (125% of approved estimate)	Initial Submittal: \$350 Annual Renewal Fee: \$300	
Infrastructure Warranty Surety (10% of approved estimate)		
Stormwater Performance SCM Surety (125% of approved estimate)	Actual amount of each surety to be approved by staff.	
Stormwater Maintenance SCM Surety (35% of approved estimate)		
Erosion Control Surety Performance (125% of approved estimate)		
UDO Compliance Surety (125% of approved estimate)		
<b>Surety SUBTOTAL:</b>		

<b>RESIDENTIAL SUBDIVISION PARKS &amp; RECREATION FEES</b>		
<i>Calculated and collected prior to submittal of Mylar</i>		
<b>LAND DEDICATION</b>	<b>FEE</b>	<b>AMOUNT CREDITED</b>
Land Dedication Area to be dedicated (in acres) equals one twentieth (1/20) of an acre times the number of dwelling units or lots, whichever is greater.  For land so dedicated which: (a) lies within an area within the one hundred-year floodplain or (b) has slopes greater than fifteen (15) percent or (c) be included within non-municipal utility easements.	# dwelling units/lots ____X  1/20 acre = _____  Acres to be dedicated	
<b>FEE-IN-LIEU OF LAND DEDICATION DENSITY BASED UPON APPRAISED VALUE/ACRES</b>	<b>FEE</b>	<b>TOTAL FEE-IN-LIEU</b>
All types of residential property included # dwelling units/lots x 1/20 acre= Acres to be dedicated Acres to be dedicated X Value/Acre = Fees-In-Lieu	Fees are calculated pursuant to NCGS 160D-804(d) based on the appraised value of the property prior to development	
<b>TOTAL PARKS &amp; RECREATION FEES DUE</b>		<b>AMOUNT DUE</b>
Fee-in-Lieu (if subdivision has less than 35 lots, fees are required to be paid)	# of Lots/Units – Land Dedication Credits x Fee Above	
<b>Parks and Recreation Fees SUBTOTAL:</b>		

**BUILDING PERMIT SUBMITTAL**

- Building Permit fees are calculated and collected at issuance of building permit.
- Refunds will be issued when requested, less any Administrative and/or Plan Review Fees for any permit which has not expired and construction has not begun.
- Permit 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.
- **All permits are subject to a Technology surcharge fee at 4% of the permit fee**

<b>WATER AND SEWER SERVICES RESIDENTIAL CAPACITY REPLACEMENT FEES CHARGED PER UNIT REGARDLESS IF THERE IS A MASTER METER</b>	<b>FEE</b>	<b>AMOUNT DUE</b>
Irrigation Meter (3/4" only)	\$0.00	~
Irrigation (reclaimed)	\$1,650	
3/4"	Sewer: \$5,538 Water: \$6,162	
1"	Sewer: \$11,076 Water: \$12,324	
1 1/2"	Sewer: \$27,690 Water: \$30,810	
2"	Sewer: \$44,304 Water: \$49,296	
3"	Sewer: \$184,600 Water: \$205,400	
4"	Sewer: \$369,200 Water: \$410,800	
6"	Sewer: \$590,720 Water: \$657,280	
8"	Sewer: \$1,033,760 Water: \$1,150,240	
10"	Sewer: \$2,030,600 Water: \$2,259,400	
12"	Sewer: \$2,030,600 Water: \$2,259,400	
<b>TOWN INSTALLED TAPS **OR ACTUAL COST, WHICHEVER IS GREATER</b>	<b>FEE</b>	<b>AMOUNT DUE</b>
Water (for 3/4" only) per lot	\$2,000/tap	
Wastewater (for 4" only) per lot	\$2,000/tap	
Reclaimed per lot	\$2,000/tap	
Add for street cuts **	\$1,250/ea	
Add for bores **	\$500/ea or actual cost (\$30/ft), whichever is greater	
Add for curb & gutter crossings **	\$500/ea	
<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 REPLACE COMPOUND METERS</b>		
<b>METER SIZE</b>	<b>PERMIT FEE</b>	<b>AMOUNT DUE</b>
¾"	\$326.25	
1"	\$433.50	
1 ½"	\$875	
2"	\$2,500	
<b>METER SIZE</b>	<b>PERMIT FEE</b>	<b>AMOUNT DUE</b>
3"	\$2,700	
4"	\$3,500	
6"	\$5,400	
8"	\$6,825	
<b>IRRIGATION SERVICES / METER FEES</b>		
<b>METER SIZE</b>	<b>PERMIT FEE</b>	<b>AMOUNT DUE</b>
¾"	\$326.25	
1"	\$433.50	
1 ½"	\$875	
2"	\$2,500	
<b>METER SIZE</b>	<b>PERMIT FEE</b>	<b>AMOUNT DUE</b>
3"	\$2,700	
4"	\$3,500	
6"	\$5,400	
8"	\$6,825	
<b>TOWN INSTALLED TAP          ** OR ACTUAL COST, WHICHEVER IS GREATER</b>		
	<b>FEE</b>	<b>AMOUNT DUE</b>
¾" split service only (greater than ¾" cost to be determined**)	\$900	
<b>ENGINEERING INSPECTION FEES</b>		
	<b>FEE</b>	<b>AMOUNT DUE</b>
Driveways	\$125/ea	
Lot or Site Final (Prior to C.O.)	\$200/ea	
Reclaimed Irrigation Installation Inspection	\$100/ea	
Utility Encroachment Permit	Without Bore \$50 With Bore \$100	
<b>BUILDING PERMIT FEES          NEW DWELLING: SINGLE FAMILY, DUPLEX &amp; TOWN HOMES          NOTE: SQUARE FOOTAGE INCLUDES TOTAL SF FROM ALL PORCHES,          DECKS AND GARAGES</b>		
	<b>FEE</b>	<b>AMOUNT DUE</b>
Up to 1,200 SF	\$450	
Over 1,200 SF	Add \$0.30/SF	
Homeowner's Recovery	\$10	
Permit Revision	\$100	
Recycling Bin	\$45	
Garbage Bin	\$75	
<b>RESIDENTIAL ADDITIONS: BEDROOM/BATHROOM</b>		
	<b>FEE</b>	<b>AMOUNT DUE</b>
Up to 500 SF	\$200	
Over 500 SF	Add \$0.30/SF	
Permit Revision	\$50	
<b>RESIDENTIAL ALTERATIONS: KITCHEN, ATTIC, BASEMENT, ETC</b>		
	<b>FEE</b>	<b>AMOUNT DUE</b>
Up to 500 SF	\$200	
Over 500 SF	Add \$0.30/SF	
Permit Revision	\$50	
<b>ACCESSORY STRUCTURES: GARAGES, STORAGE BUILDINGS,          DECKS/SCREEN PORCHES, ETC.</b>		
	<b>FEE</b>	<b>AMOUNT DUE</b>
Building	\$150	
Electrical	\$75	
Mechanical	\$75	
Plumbing	\$75	
Permit Revision	\$50	
<b>RESIDENTIAL TRADE FEES</b>		
	<b>FEE</b>	<b>AMOUNT DUE</b>
HVAC/ Water Heater Change Out	\$75	
Generator Install	\$75	
Building	\$75	
Electrical	\$75	
Mechanical	\$75	
Plumbing	\$75	
Permit Revision	\$50	
<b>MISCELLANEOUS PERMITS/FEES</b>		
	<b>FEE</b>	<b>AMOUNT DUE</b>
Demolition Permit	\$150	
Manufactured Homes	\$200	
Modular Homes & Moved Dwellings	Trade fees + \$0.10/SF	
UDO Permit Fee (due on all permits)	\$75	
Add/Change Contractor (per permit/per trade)	\$50	
Working without Permit	Double Permit Fees (\$1,000 Max)	
Miscellaneous Inspection	\$100	
Re-Inspection Fee (Violations over 7; Not Ready; Previous Violation(s) Not Corrected; Violation of DPM)	\$75/trip	
Certificate of Occupancy C.O. (same business day)	\$50	
Expired Permit Renewal	25% of permit cost	
<b>Building Permit Submittal Fees SUBTOTAL:</b>		
<b>TOTAL FEES DUE:</b>		