

DEARBORN COUNTY PLAN COMMISSION FEE SCHEDULE

EFFECTIVE JANUARY 4, 2022

The Planning Director shall determine all disputes regarding application fees

IMPROVEMENT LOCATION PERMITS:

MAJOR	\$55.00, includes attached structures
MINOR	\$35.00
Home Occupation	\$55.00
Post-Construction Permit	*Double the applicable permit fee

Minor Improvements include, but are not limited to: additions, pole barns, garages, sheds, swimming pools, ponds, decks, carports, shelters, temporary structures, etc.

SIGN PERMITS:

Temporary Advertising Display	\$25.00+\$1.00 per sq ft
Permanent	\$40.00+\$1.00 per sq ft
Electronic Message Signs	\$75.00 + \$1.00 per sq ft

REQUEST BEFORE BZA:

Variance	\$300.00 + Hard Costs
Variance of Use	\$400.00 + Hard Costs
Conditional Use	\$400.00 + Hard Costs
Appeal	\$300.00 + Hard Costs
Modifications to Variance	\$200.00 + Hard Costs
Modifications to Conditional Use	\$250.00 + Hard Costs

REQUEST BEFORE PLAN COMMISSION:

Technical Review Committee Submittal >	\$150.00 Flat Fee
Zone Map Amendment	\$500.00 + \$5.00/acre + Hard Costs
Change in Concept Development Plan	\$300.00 + \$5.00/lot + Hard Costs
Preliminary Plat	\$150.00 + \$25.00/lot + Hard Costs
Major Revision	50% of original fee paid
Waiver	\$150.00 (each) + Hard Costs (where applicable)
Improvement Plan	\$500.00 + \$5.00 per lot
Secondary Plat**	\$150.00 Flat Fee
Vacation	\$150.00 + Hard Cost
Administrative Requests (e.g. driveway access)	\$150.00 + Hard Cost

SURVEYS:

Certified Survey*	\$70.00	for each new split / lot description
Revisions***	\$35.00	beyond 2nd submittal
Extension to hold for more than 180 days	\$15.00	

> *Tech Review--\$150.00 fee will be charged to applicant before submitting for Plan Commission Hearing.*

**Applicants will not be charged for providing descriptions of remainder parcels.*

***Hard costs will be added for all Secondary Plats & Administrative Replats resulting in additional lots or other significant changes.*

****Certified Surveys: For cases / submittals that are considered substantially incomplete or inaccurate, an additional \$35.00 will be charged / required for each separate, updated submittal.*



TECHNICAL REVIEW COMMITTEE SUBMITTAL>

Flat Fee \$150.00

Please note: Submittals that are considered substantially incomplete or inaccurate will be tabled or denied.

For cases / submittals that are considered substantially incomplete or inaccurate, an additional Base Fee of \$150 will be charged / required--if they must be reviewed more than once at a formal Technical Review Committee meeting.

For cases tabled prior to Technical Review Committee meetings, there will be no additional fee charge / requirement.

SITE PLAN REVIEW:

Major Site	\$500.00	Flat Fee
Minor Revisions	\$50.00	Each submittal, beyond 2nd submittal
Major Revisions	\$250.00	Each submittal, beyond 2nd submittal
Minor Site	\$125.00	Flat Fee
Grading Plan Only	\$20.00 per acre (disturbed) up to 10 acres; \$10.00 per acre (disturbed) for 10+ acres	

HARD COSTS:

Written Commitments	\$200.00	
Certified Letter		Current U.S. postal rate
E-Signature Letter		Current U.S. postal rate
Certified Letter, no return receipt		Current U.S. postal rate
Legal Advertisement	\$35.00	
Legal Notice Signs	\$15.00	
BZA Submittal Copies	\$30.00	
Inspection Fee for BZA & PC Applications:	\$50.00	per site visit
Inspection Fee for Minor Site Plan Compliance:	\$125.00	Flat Rate[^]
Inspection Fee for Major Site / Subdiv. Compliance:	\$250.00	Flat Rate[^]

MISCELLANEOUS FEES:

Change of Address Request	\$50.00
Zoning Ordinance	\$30.00
Subdivision Control Ordinance	\$25.00
Comprehensive Plan	\$60.00
Ordinance CD	\$20.00
Zoning Verification Letters / Forms (Basic)+	\$25.00
+Involving NO significant searches of permits or other public records or inspections	
Zoning Verification Letters / Forms (Advanced)>>	\$40.00 per hour
>>Involving significant searches of permits and / or other public records or inspections	
Zoning Verification Enforcement Inspection Fee	\$100.00

PRINTING & COPY FEES:

		w/o aerial	w/ aerial
Letter	8.5" x 11" print	\$0.25	\$1.00
Tabloid	11" x 17" print	\$1.00	\$2.00
Arch C	18" x 24" print	\$3.00	\$12.00
Arch D	24" x 36" print	\$6.00	\$18.00
Arch E	36" x 48" print	\$11.00	\$24.00



> Tech Review--\$150.00 fee will be charged to applicant before submitting for Plan Commission Hearing.

[^] To be charged at the time that a Site Plan (either type) or Improvement Plan for a Subdivision is submitted.