

Town of Round Hill  
 Planning, Zoning & Development Fee Schedule FY2024  
 (Effective July 1, 2023)

<b><i>Application Category</i></b>	<b><i>Application Type</i></b>	<b><i>FY2024 Fee</i></b>	<b><i>FY2024 Deposit for Actual Costs</i></b>
<b><i>Pre-Application</i></b>	<i>Rezoning, Subdivision, or Site Plan</i>	\$100 + Actual Costs	\$250
<b><i>Subdivision</i></b>	<i>Preliminary Plat</i>	\$1,000 + \$100 per lot + actual costs	\$1500
	<i>Preliminary Plat Extension</i>	\$200	
	<i>Preliminary Plat Revision</i>	\$250 + actual costs	\$375
	<i>Final Plat</i>	\$750 + \$50 per lot + actual costs	\$1125
	<i>Construction Plans</i>	\$2,000 + actual costs	\$3000
	<i>Additional Submissions (applies to all plats &amp; plans)</i>	Actual Cost of Review	\$1125
	<i>Revisions to Approved Final Plat &amp; Construction plans</i>	\$400 + actual costs	\$600
	<i>Boundary line adjustment &amp; lot consolidation plats</i>	\$250 for single party + actual costs \$500 for two or more parties + actual costs	\$375 for single party and \$750 for two or more
	<i>Other plats (One Lot Waiver Plats, Easement plats, correction plats, etc)</i>	\$500 + actual costs	\$750
	<i>Waiver Requests</i>	\$300	

<b><i>Site Plans</i></b>	<b><i>Plans</i></b>	<b><i>Same</i></b>	
	<i>Site Plans</i>	\$2,000 + actual costs	\$3,000
	<i>Additional Submissions (applies to all site plans)</i>	Actual Cost of Review	\$1500
	<i>Revisions to approved site plan</i>	\$500 + actual cost	\$750
<b><i>Performance Bonds and As-Built Site</i></b>	<i>As-Built Submissions</i>	\$500	
	<i>Bond approval</i>	\$750	
	<i>Bond extension</i>	\$250	

<b>Inspections</b>	<i>Bond reduction</i>	\$750	
	<i>Bond release</i>	\$750	
<b>Land Use Applications</b>	<i>Zoning Map Amendment</i>	0-5 ac: \$2,000 + actual costs 5-10 ac: \$3,000 + actual costs 10-25 ac: \$6,000 + actual costs 25-100 ac: \$7,000 + actual costs >100 ac: \$8,000 + \$25 each additional acre + actual costs	0-5 ac: \$3,000 5-10 ac: \$4,500 10-25 ac: \$9,000 25-100 ac: \$10,500 >100 ac: \$12,000
	<i>Proffer or Proffered Plan Amendment</i>	\$500 + actual costs	\$750
	<i>Comprehensive Plan Amendment</i>	\$1,000 + actual costs	\$1,500
	<i>Text Amendment</i>	\$1,500 + actual costs	\$2,250
	<i>Special Exceptions</i>	\$600 + actual costs	\$900
<b>BZA Applications</b>	<i>Appeal of Administrative Decision (BZA)</i>	\$750	
	<i>Variance (BZA)</i>	\$750 + actual costs	\$1,125

<i>Administrative Permits</i>	<i>Administrative Determination (BZA)</i>	\$250	
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	<i>Zoning Permits</i>	<p><b><u>New Construction:</u></b> Residential: \$100 Non-Residential: \$200</p> <p><b><u>Additions or Alterations:</u></b> Residential: \$25 Non-Residential: \$100</p> <p><b><u>Accessory Structure:</u></b> (Includes structures under 200 sq. ft.) Residential: \$25 Non-Residential: \$25</p> <p><b><u>Accessory Building 200 to 1600 sq. ft.</u></b> Residential: \$100 Non-Residential: \$200</p> <p><b><u>All Other Accessory Structures:</u></b> Residential: \$25 Non-Residential: \$25</p> <p><b><u>Construction Trailer:</u></b> \$100 per year</p>
	<i>Home Occupation Permit</i>	\$50
	<i>Occupancy Permit</i>	Residential: \$50* Commercial: \$100* *includes first inspection; \$50 for each reinspection
<i>Sign Permits</i>	<i>Permanent Signs</i>	Per sign: 1-10 SF: \$50 11-30 SF: \$75 >30 SF: \$100
	<i>Temporary Signs</i>	\$25
<i>Publications</i>	<i>Official Maps (11" by 17")</i>	\$2
	<i>Official Documents</i>	\$15
<i>Lodging &amp; Accessory Apartments</i>	<i>Bed &amp; Breakfast Permit</i>	\$300
	<i>Short Term Rental Permit</i>	\$50

<i>Annual Renewal Application</i>	\$0
<i>Annual Renewal Late Fee</i>	\$25

**Actual Costs** = For advertising, subcontractor, consultant, legal, and postage fees incurred by the Town in connection with reviewing applications, plats, plans, construction plans, an amount equal to the cost incurred by the Town shall be charged to the applicant. All expenses shall be paid by the applicant prior to receipt of final documents.