THE CITY OF DORAVILLE
AGENDA ITEM SHEET

Subject: Update Permit and Regulatory Fee Schedule

Date of Meeting: 8/16

Budget Impact: Y

Budget Impact Amount: increased revenue

Funding Source:
( )Annual
( )Capital
(X)N/A

Regular Meeting	(X)
Work Session	( )
Recommendation	( )
Policy/Discussion	( )
Report	( )
Other	( )

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Action Requested: Update the City's Permit and Regulatory Fee Schedule

History, Facts, Issues: The City needs a comprehensive review and adoption of all permit and regulatory fee schedules. Included in this review should be a staff evaluation of the cost and impact of processing permits and applications for certain licenses. See the attached chart from staff with a review of current fees, including items that do not yet have a set fee attached.

Options: Review and update attached fee schedule or opt to leave unchanged.

Recommended Action: Decide which fees are appropriate and necessary for the City to collect, task staff to determine the amount of time and materials it takes to process those permits and/or license applications, adopt a comprehensive permit and regulatory fee schedule.

Department: City Hall Department Head: Mayor

Administrative Comments and Recommendation: _____

_____

_____

Action Taken By Board: _____

_____

_____

City of Doraville, Georgia
Fee Schedule

All fees are due at the time of Application and are non-refundable.
Permits are also non-transferable.

A:

Administrative Permit (City Clerk only) - $100.00 per occurence

Alcohol Server Permit - $50.00 each

Alcohol Privilege License:

Retail Package:
Beer - $1000.00
Wine - $1000.00
Beer and Wine - $1,500.00
Liquor - $3,000

Retail Consumption:
Beer - $750.00
Wine – $750.00
Beer and Wine – $1,200.00
Liquor – $3000.00
Beer, Wine, and Liquor - $4,200.00
...
And Sunday Sales:
Beer (Sunday Sales) - $1,750.00
Beer and Wine (Sunday Sales) - $3200.00
Beer, Wine, and Liquor (Sunday Sales) - $5000.00

Alcohol Administrative Fees:
Beer and Wine - $100.00
Liquor (and all other combinations) - $200.00

Alcohol Survey Review - $100.00 per occurrence

Alcohol Certification Letter - $125.00 per occurrence

Annexation/Rezoning Public Hearing Petition:

Non-Residential and Residential Rezoning (with or without Annexation) Initiated by Applicant Other than the City:

0 < 1 acre	***$1,150.00 plus $150.00 per concurrent variance***
1-10 acres	***$1,550.00 plus $150.00 per concurrent variance***

Note: Items in red reflect changes and/or missing fees. Since many communities vary considerably in their fees, often a number was inserted just for discussion purposes.

11-20 acres	*$2,150.00 plus $150.00 per concurrent variance*
21-50 acres	*$3,150.00 plus $150.00 per concurrent variance*
51-99 acres	*$3,550.00 plus $150.00 per concurrent variance*
100-150 acres	*$3,950.00 plus $40.00 per acre plus $150.00 per concurrent variance*
> 150 acres	*$4,350.00 plus $40.00 per acre plus $150.00 per concurrent variance (Maximum Fee: $15,000.00)*

NOTE: For purposes of fee calculation acreage which is ½ acre or more above the threshold shall be rounded up to the next fee category

Appeals to Mayor and Council as Set Forth in Section 1401:

*$750.00 per occurrence (the City Council may elect to refund all or partial amount of this fee if the Appeal is found in favor of the Applicant by the Council; **however, a processing fee of no less than $200.00 shall be retained for administrative cost(s).***

B:

Background (Applicant) Investigation - $100.00 per occurrence

Billboard Sign Review Fee - $650.00 per occurrence

Booting: See Vehicle Impoundment.

Booting Signs - $10.00 a piece

Building Permit Fees - $5.00 per $1000.00 estimated cost of construction. See Valuation Chart 2000.

Building Permit Replacement Card - $75.00 each

C:

Certificate of Completion (original) - $25.00

Certificate of Occupancy (original) - $25.00

Certificate of Occupancy or Certificate of Completion (Duplicate) - $50.00 plus any re-inspection fees

Civic Center Rental - $25.00 per occurrence with $100.00 deposit

Clearing and Grubbing Permit - $650.00 plan review plus $100.00 per acre

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Concept Plan Review - $650.00 plus five (5) acre for non-residential each occurrence

Conditional Use Request: *- $1000.00 plus $150.00 per concurrent variance*

Conditional Use Renewal - $50.00 per year

Combination of Parcels Letter/Combination Plat Review - $125.00 per occurrence

Copy Fee (Standard 8.5" x 11") - $.50 cents per page (black and white)

Copy Fee (Standard 8.5" x 11" - $.75 cents per page (color)

Copy Fee (Other) – TBD based on actual cost to the City

D:

Demolition Permit - $125.00 plus $20.00 per $1000.00 of the estimated cost of the demolition

E:

Electrical Permit: see Trades Permit

F:

Fence Permit - $60.00 plus $3.00 per $1000.00 of estimated cost

Final Plat Review - $650.00 plus $50.00 per lot

Final Plat Revision – same fee as final plat review

G:

Grading Permit: See Land Disturbance Permit

H:

House Move: See Moved Structure

I:

Inspections:

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1st Inspection: $75.00 per hour (1hr. minimum charge)

<u>Re-Inspections</u> (as a result of a failed inspection):

1st Re-Inspection - $100.00 (flat rate)

2nd Re-Inspection - $150.00 (flat rate)

3rd Re-Inspection - $200.00 (flat rate)

4rth Re-Inspection - $250.00 (flat rate)

<u>L:</u>

<u>Land Disturbance Permit (LDP) or Site Development Permit (SDP); fees based on valuation:</u>

VALUATION:
$1 to $5,000
FEE:
$850.00

VALUATION:
$5,001.00 to $20,000.00
FEE:
$850.00 for the first $5000.00 and $150.00 for each additional $1000.00 or fraction thereof

VALUATION:
$20,001.00 to $100,000.00
FEE:
$2,250.00 for the first $20,000.00 and $100.00 for each additional $1000.00 or fraction thereof

VALUATION:
$100,001.00 to $250,000.00
FEE:
$10,550.00 for the first $100,000.00 and $50.00 for each additional $1000.00 or fraction thereof

VALUATION:
$250,001.00 to $500,000.00
FEE:
$18,050.00 for the first $250,000.00 and $25.00 for each additional $1000.00 or fraction thereof

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VALUATION:
$500,001 to $1,000,000
FEE:
$24,300.000 for the first $500,000.00 and $15.00 for each additional $1000.00 or fraction thereof

VALUATION:
$1,000,001.00 and up
FEE:
$31,800.00 for the 1st $1,000,000.00 and $10.00 for each additional $1,000.00 or fraction thereof

- ***Fees do not include Local Issuing Authority (LIA) Disturbance Fee per Acre or EPD Disturbance Fee per Acre***

Library Copying Fees - $0.15 per page (Black and White); $0.75 per page (Color)

M:

Master Plan (Mixed Use and/or PD, PUD) City Council Review or Amendment: **$2,000.00 per occurrence**

Minor Subdivision Plat Review - $250.00 per occurrence

Modification (Change of Any Previously Approved Conditions):

Modification (Change of Conditions) Initiated by Applicant other than the City – same fee as initial request charge

Moved Structure within or Out of the City - $1000.00 plus DPD costs

N:

Non-Sufficient Funds Fee (NSF) - $35.00 cash

Non-conforming Use Review - $125.00 per occurrence

Notary Fee - $2.00 per page

O:

Occupational Tax/Determination of Zoning Appropriateness - $75.00 per occurrence

Occupational Tax Clerk Administrative Fee - $50.00 per occurrence plus $35.00 per employee

Note: Items in red reflect changes and/or missing fees. Since many communities vary considerably in their fees, often a number was inserted just for discussion purposes.

Occupational Tax Gross Receipts – Contact Occupational Tax Clerk for your specific calculation

Occupational Tax Placard (duplicate) - $50.00

Occupational Tax Placard (wallet size) - $50.00

Outside Consultants (e.g. City Consultant Engineer in conjunction with LDP):
100 percent re-imbursement of service charges assessed to the City shall be assessed to the Applicant

P:

Parks and Recreation Fees:

Gym Rental - $75.00 per hour

Field Rental (without lights) - $125.00 per day
Field Rental (with lights) - $300.00 per day

Class Fees – Varies from $6.00 per hour to $10.00 per hour depending on the class sought (contact Parks and Recreation Director)

Swimming Pool Admission - $3.00 per day for adults; $2.00 per day for Senior Citizens and Children

Day Camp - $90.00 per week per child

Out of County Fee (Non-DeKalb Residents) - $5.00 per child

Parking Plan - $650.00 per occurrence

Preliminary Plat Review - $650.00 per occurrence

Peddler's Permit - TBD

R:

Retaining Wall Over Four (4) Feet Plan Review - $100.00 per review

Regulatory Fee(s):

Billiards Parlor and Pool Hall: TBD

Coin Operated Amusement Devices
(pinball, billiards tables, video and computer games, etc): TBD

Vending Machines

Note: Items in red reflect changes and/or missing fees. Since many communities vary considerably in their fees, often a number was inserted just for discussion purposes.

(candy, gum, cigarettes, sandwiches, etc): TBD

Pawnshop: TBD
Pawnshop Employee Identification Card: TBD

Peddlers and Hawkers: TBD

Dealers in Precious Metals, Gems, and Used Watches: TBD
Dealer's Employee Identification Card: TBD

Escort and Dating Services: TBD
Escort and Dating Identification Card: TBD

Massage Parlors: $5000.00 per year

Adult Entertainment Establishment: TBD

Professional Bonding Companies: TBD
Professional Bonding Company Employee Identification Card: TBD

End, regulatory fees…

Road Closure/Abandonment - $2000.00 per occurrence

S:

Sanitation Late Fee - $5.00 per every three (3) months

Sign Permit(s):

Permanent Sign(s):
Wall Sign Permit - $250.00 each
Projecting Sign - $250.00 each
Panel Replacement Only - $250.00 each
Monument Ground Sign - $750.00 each
Stanchion Ground Sign - $300.00 each
Billboard Sign - $2000.00 each

Temporary Sign(s):
Banner or Flag Sign – $200.00 each
Balloon or Inflatable – $125.00 each
Pennant Sign - $125.00 each per every 100 lineal feet
Streamer Sign - $125.00 each per every 100 lineal feet

Site Development Permit (SDP) – see also Land Disturbance Permit

Special Use Permit (Telecommunications):

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Special Use Permit (SUP) - $2000.00 plus $150.00 per concurrent variance;
Administrative Review - $1,500.00 plus $150.00 per concurrent variance

Street Name Change:

Initiated by Applicant Other than the City - $2000.00 per occurrence

T:

Tabling/Postponement of Scheduled Items Initiated by the Applicant and/or Authorized Representative OR Failure to Show at Scheduled Workshop or Hearing;
OR as a Result of a Delay due to Non-Sufficient Funds Check:

$250.00 per occurrence

Tanker License - $100.00 per occurrence

Taxicab License - $150.00 per occurrence

Trades Permit(s) – Electrical, Plumbing, HVAC:
Minimum Fee (all) - $75.00

Tree Removal Permit - $30.00 per occurrence plus disposal fees if debris removal is conducted by the City

U:

V:

Variance(s):

Administrative Variance - $200.00 per each item being varied
Mayor and Council Variance - $750.00 (without any associated Council action).
Mayor and Council Variance - $150.00 per item (with concurrent Council action).

Vehicle Impoundment (Booting) License Application - $100.00

Vehicle Impoundment Annual License - $500.00

Vehicle Impoundment Operator's License Application - $25.00

Vehicle Impoundment Operator's Annual License - $50.00

W:

X:

Note: Items in red reflect changes and/or missing fees. Since many communities vary considerably in their fees, often a number was inserted just for discussion purposes.

Y:

Yard Sale Permit - $25.00 per occurrence (non-refundable)

Z:

Zoning Certification Letter: $125.00 plus $5.00 per acre

NOTES:

- **Fees are in addition to any other fee(s) as required by Code (e.g. permit costs, review fees, etc).**
- **Fees are doubled for work commenced without a permit**
- **The City mat refuse inspection or other activity initiated by the City Inspector/Building Official when re-inspection fees or other building/inspection fees are due and payable.**
- **Fees are non-refundable (except as provided herein) and must be submitted at time of Application.**
- **Fee waiver requires action by the City Council.**
- **Any action initiated by the City Council is fee exempt.**

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