

PLANNING DEPARTMENT
FY27 OPERATING BUDGET DISCUSSION
DEVELOPMENT REVIEW SPECIAL REVENUE FUND

Description

Briefing on the status of the Planning Department's Development Review Special Revenue Fund.

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Montgomery County Planning Board
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Summary:

- The Planning Department is providing a briefing on the status of the Planning Department's Development Review Special Revenue Fund (DRSRF).
- The DRSRF is projected to have a \$2.8M shortfall by the end of FY27. The Planning Department will discuss options to close this gap.

DEVELOPMENT REVIEW SPECIAL REVENUE FUND (SRF)

BACKGROUND

Unlike the General Fund, which is supported by countywide taxes and used for broad government operations, a **Special Revenue Fund** is restricted to specific uses and must be spent on activities directly tied to the services that generate the revenue.

Special revenue funds were included in the Commission's proposed budget beginning in FY03. One of the earliest SRFs was the Development Automation Process (DAP) fund. According to the FY05 Proposed Budget book, *"This program was created to track fees required for printing record plats, recording plats, and for providing monumentation for future plats. Cluster and project plan signage - occasionally require expenditures. Additionally, these funds are used to enhance the automation of processes to streamline the development reviews. We have included a chargeback of a term contract to support this function."* This was the first time a workyear was charged to this special revenue fund.

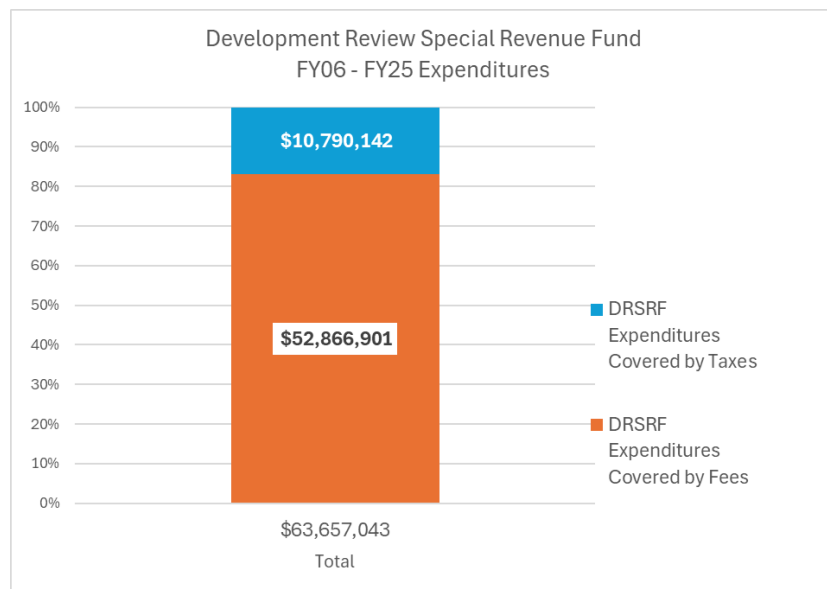
In 2006 (FY06), the County Council recognized the importance of tracking the revenues and expenses associated with development review functions by approving a supplemental appropriation to expand the scope of the SRF to include development review functions.

According to the FY07 Proposed Budget book, in addition to the DAP functions, the development review special revenue fund (DRSRF) *"will track application filing fees for development review projects. Revenues include fees from Pre-application plans, Project plans, Preliminary plans, Site plans and Record plats. Expenditures include salaries and benefits and other expenses...it is anticipated that a significant increase in staff and resources will be required to achieve and sustain the goal of a state-of-the-art process for regulating development in Montgomery County."* The intent was to define the costs of development application reviews to include staff hours and other relevant costs, including time spent by others in support of application reviews (e.g. research, technology, administrative and technical support, and legal) as well as a portion of the overhead. The FY07 chargeback was \$1,773,500 for 21.5 workyears. That year, the expenditures exceeded the revenues and required a transfer of \$749,000 from the Administration Fund to cover the shortfall. The SRF received transfers of \$1.3M – \$1.8M for the next five years.

The FY10 Proposed Budget book noted that the DRSRF *"was created in recognition of the fact that a **certain portion of the costs associated with the review of plans would always be recovered through fees.** Treating this portion separately from the remainder of the Planning Department's budget served to reduce pressure on both the Administration Fund and the Spending Affordability Guidelines."*

From this perspective, the DRSRF has been highly successful. Prior to FY06, the salaries for staff performing development review functions were charged to the tax-supported Administration Fund. **For the last 20 years, from FY06-FY25, \$52.9M in revenues have been accounted for in the Development Review SRF.**

These revenues were used to cover a portion of the staff expenses by aligning the expenses with the dedicated non-tax revenue source. The DRSRF expenditures (primarily staff chargebacks) from FY06-FY25 were \$63.7M. **The Commission was able to provide \$63.7M in services, costing the taxpayers only \$10.8M.** During the years when expenditures exceeded revenues, the Administration Fund paid for the staff time through a transfer to the DRSRF to cover the difference.



The FY10 Proposed Budget book also noted that “**Costs have been defined broadly to reflect not only the time spent by reviewers in the analysis of development applications but also the additional costs associated with administrative and tech team staff, public information staff, legal staff, and a certain portion of other support services, such as Research & Technology and GIS.** Revenues are defined as the fees received for Natural Resources Inventory (NRI)/Forest Stand Delineation (FSD), forest conservation plans or exemptions, pre-preliminary and preliminary plans, and project and site plans. It was anticipated that fees could be adjusted upwards as necessary to recover the necessary costs. However, the slowdown in the economy has led to a widening gap between costs incurred and fees received. Moreover, **fees cannot be raised to inordinately high levels to cover this gap.**”

In the Planning, Housing and Economic Development (PHED) Committee memo regarding the FY10 Operating Budget, Senior Legislative Analyst Marlene Michaelson wrote that “the Council has discussed the need for this transfer in the past and has agreed with the Planning Board that, in years in which development activity is slow, there needs to be an Administration Fund contribution to the cost of the Development Review program. **It is important to keep trained staff, rather than hiring and firing staff each year based on the level of development activity.**”

In her FY11 Operating Budget memo to the PHED Committee, Ms. Michaelson noted that “the number of development applications has fallen continuously since FY06 (513 total applications) to the FY10 estimate (240 applications).” She discussed workyears and ended by reiterating her concern that “...reductions in Development Review Programs always pose a dilemma since sizing the staff to serve reduced needs in a recession means the loss of talented staff and an inability to respond once the economy improves and applications increase.”

STAFF CHARGEBACKS

Charging back staff time to the Development Review SRF began in FY06 after the supplemental appropriation. In FY07, the chargeback was \$1,773,500 for 21.5 workyears. In FY08, the chargeback was increased to \$3,134,098 for 32.9 workyears. For FY09, the chargeback was increased again to \$3,582,800 for 34.75 workyears. By FY11, the chargeback was decreased to \$3,342,200 for 23.55 workyears. For the subsequent fiscal years, the budgeted chargeback amount changed annually for compensation increases (if any); however, the workyears charged back stayed the same until FY22.

In the FY22 budget, the chargebacks were decreased to 22.0 workyears in part as an attempt to relieve the strain on the fund. In FY25, the Planning Department added three new positions, each working a portion of a workyear on development review activities and the chargebacks were increased to 23.7 workyears.

In another attempt to relieve the strain on the fund, the Planning Department did not include a compensation increase in the FY26 chargeback to the DRSRF for the Planning staff directly associated with the development review work. The increase would have been \$194K. By not including this increase, the workyears charged back to the DRSRF should have been reduced by 1.1 workyears to a total of 22.6 workyears.

TRANSFERS FROM THE ADMINISTRATIVE FUND

As mentioned above, in years in which development activity is slow, there needs to be a contribution from the Administration Fund to cover the expenditures of the Development Review functions not covered by fees. The first transfer was in FY08 when the expenditures exceeded the revenues and required a transfer of \$749,000 from the Administration Fund to cover the shortfall.

From FY06-FY25, the revenues collected fully covered the expenses only 25% of the time resulting in the need to transfer funds from the Administration Fund to the DRSRF to cover the shortfall. The transfers ranged from \$300K to nearly \$1.8M.

Revenues fully covered fund expenses	25% - 5 out of 20 years
Administration Fund transferred funds to DRSRF	65% - 13 out of 20 years

Transfers from the Administration Fund to the Development Review SRF

<u>FY</u>	<u>Transfer Amount</u>	<u>FY</u>	<u>Transfer Amount</u>
FY08	\$749,000	FY17	\$500,000
FY09	\$1,773,000	FY18	\$300,000
FY10	\$1,528,000	FY19	\$0
FY11	\$1,528,000	FY20	\$0
FY12	\$1,278,000	FY21	\$0
FY13	\$1,390,000	FY22	\$500,000
FY14	\$0	FY23	\$500,000
FY15	\$0	FY24	\$500,000
FY16	\$0	FY25	\$950,000
		FY26	\$1,500,000

The fund performed well in FY12 and FY13 with revenues exceeding expenditures. This was primarily due to the fees collected for various large projects as property owners moved quickly to either take advantage of changes to the zoning ordinance or to submit new applications to take advantage of existing zoning requirements. This two-year performance built a significant fund balance resulting in the fund not requiring a transfer in FY14, FY15 or FY16. During these three years, the expenditures exceeded revenues by \$1.5M, drawing down the fund balance.

In FY17 and FY18 respectively, a \$500,000 and \$300,000 transfer from the Administration Fund to the DRSRF was included in the budget to cover potential shortfalls and, if need be, to smooth out the drawing down of the fund balance. In FY18 and FY19, the revenues exceeded expenditures primarily due to various large projects in CR zones and significant transit-oriented development in Bethesda.

Five years ago, the Planning Department noted to the Planning Board in a FY22 budget work session that a \$500K transfer for FY22-24 would be sufficient to maintain a reasonable fund balance until FY25 when it was projected the transfer would need to be increased to \$900K and eventually to \$1M per year by FY26 to remain solvent. In the past five years, larger development applications slowed due to the pandemic, increased interest rates, increased construction costs, and other conditions, and they have not rebounded resulting in the need for even larger transfers than predicted in 2020.

CURRENT STAFFING

The number of development applications has declined in the past two years (FY24 = 253, FY25 = 202, FY26 year to date = 66), which would naturally lead to the question of whether the number of workyears charged back to the DRSRF accurately captures the department's development review efforts.

As mentioned above, the number of workyears charged back remained constant at 23.55 from FY11 to FY22 despite increased staff time spent on the review of development applications and coordination with applicants, consultants, other agencies, and members of the public. In the FY22 budget, the chargebacks decreased to 22.0 workyears in part as an attempt to relieve the strain on the fund. Then in FY25, the chargebacks increased to 23.7. This is only 0.15 workyears higher than the workyears in FY11. In FY26, the workyears should have been reduced to 22.6 because, as discussed above, the department's chargeback was held constant despite the increased cost of a workyear. The actual work exceeds the number of charged workyears, but Planning has not increased the chargeback to the actual level of the work performed because it would simply require a larger fund transfer since the revenue is not sufficient to support the full cost.

Since FY11, increased mandates, requirements, and expectations have caused staff to spend additional time on analysis of applications. For example, transportation analysis requirements have transitioned from conducting tests for vehicles only to conducting tests for pedestrians, bicycles, and transit, in addition to vehicles. A larger number of projects requiring local map amendments have added increased review times. Adequate Public Facilities reviews require more technical analysis on schools than in the past. In 2023, following a five-month process, the Development Review Process Workgroup provided 22 recommendations to improve the development review process including changes to state law, public notices and involvement, agency coordination, and more. Some of the recommendations that impacted the Planning Department's workload include community

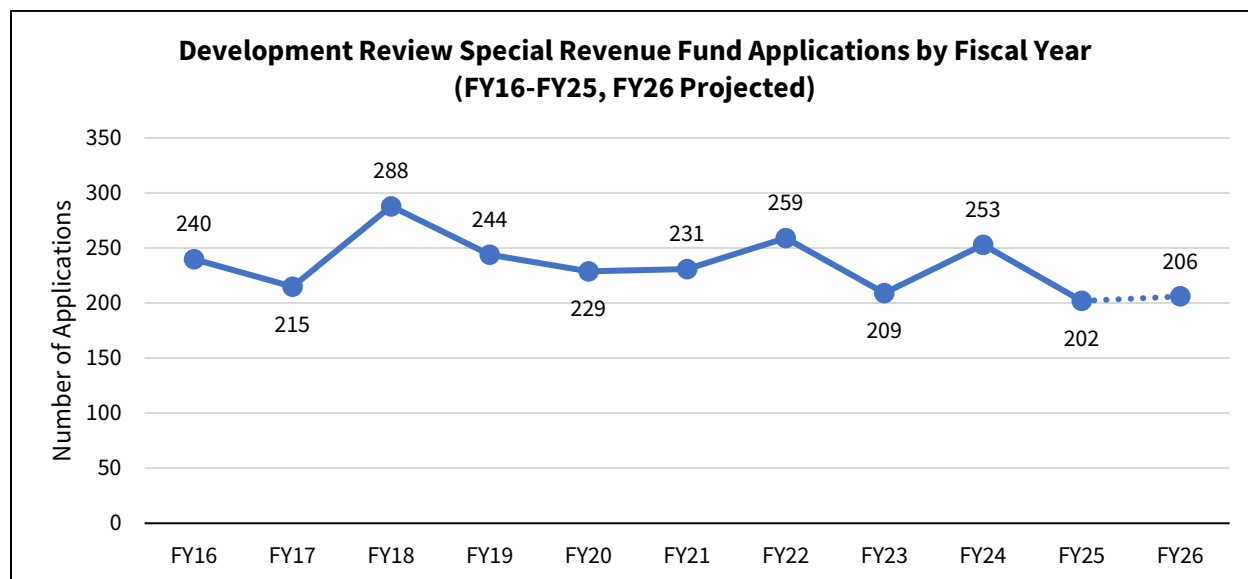
engagement, noticing requirements, and training for applicants and their consultants. Expedited plans and other applications qualifying for our Speed-to-Market initiative require a substantial amount of “all hands-on deck” attention and coordination.

This summer, management reviewed the time their staff spent on Development Review functions and determined that 31.0 workyears were attributable to development review functions. This does not include staff administrative and tech team staff, Research & Strategic Projects staff, and GIS staff. Even though a lower number of applications are being reviewed and some staff assigned to development review may be working on other projects such as placemaking, the workyears expended on Development Review functions in FY26 is more than the cost associated with the chargeback from the Administration Fund to the DRSRF for the 23.7 workyears included in the budget, and substantially more than the adjusted 22.6 workyears.

In FY27, the Planning Department will once again not include a compensation increase for COLA, merit, or benefits in the budgeted chargeback, which will result in another 1.1 workyear decrease for a total chargeback of 21.5 workyears. This is nearly 9.5 workyears below the department’s current development review efforts.

DEVELOPMENT APPLICATIONS

In the last 10 years, the number of applications has ranged between a high of 288 in FY18 and a low of 202 in FY25, with an average of 237 applications received per year. In FY26 year to date, the Planning Department has received 66 applications. Over the past 10 years, an average of 32% of applications were received in the first four months. If this trend continues, 206 applications will be received in FY26, which is consistent with FY25.



But not all applications are alike. The type of application matters because the fees collected vary by the type and size of the application, even when the effort expended to review the applications is consistent.

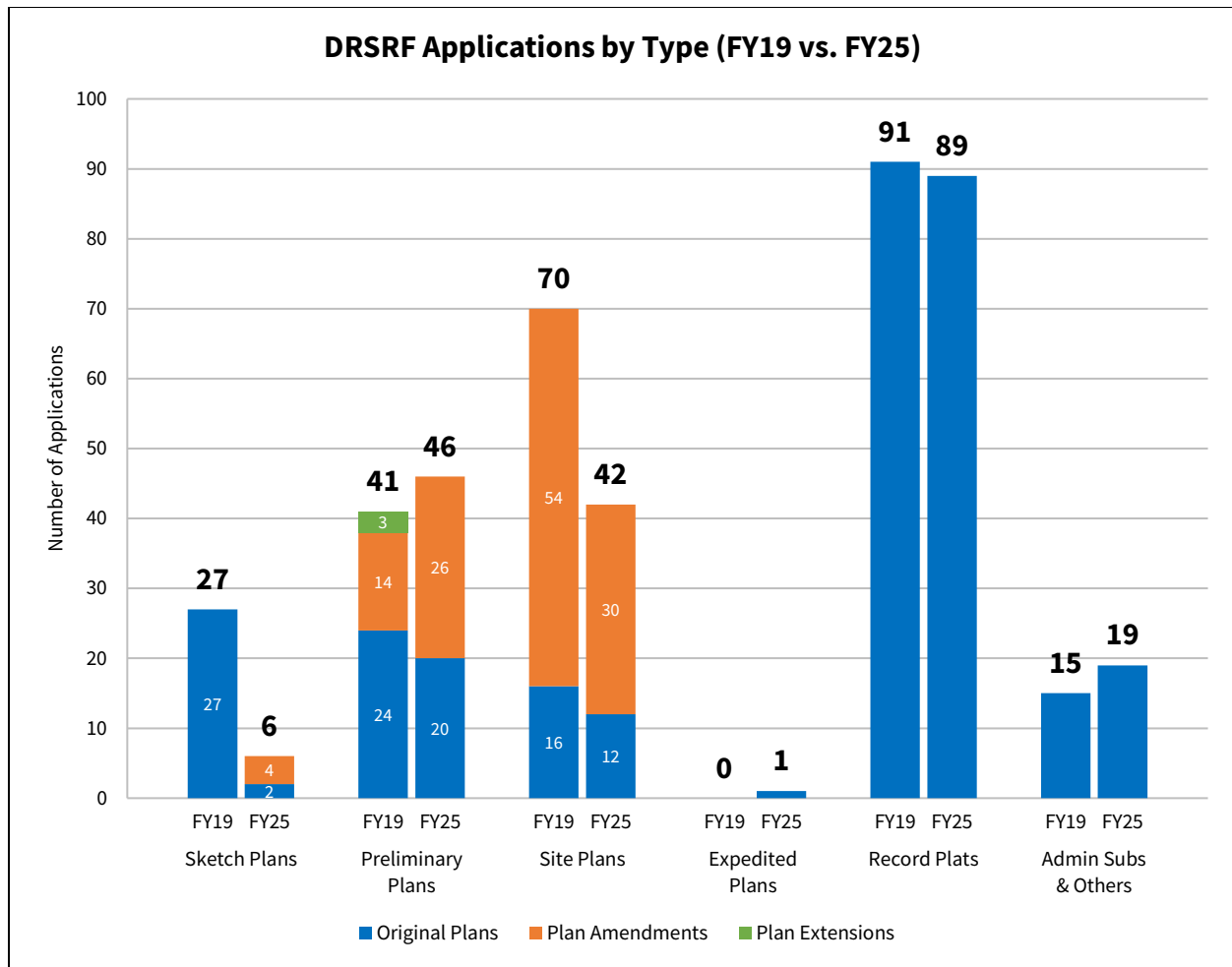
The last time revenues exceeded expenditures was FY19. Comparing FY19 to FY25, the total number of applications received was 244 and 202, respectively, a difference of 42 applications.

The revenue collected in FY19 was over \$4M; in FY25 it was less than \$2M. A difference of over \$2M. In FY19, the average fees collected per application was \$17K; in FY25 it was \$10K. The three types of applications shown in the chart below were the most significant in terms of variance in number of applications received and fees collected.

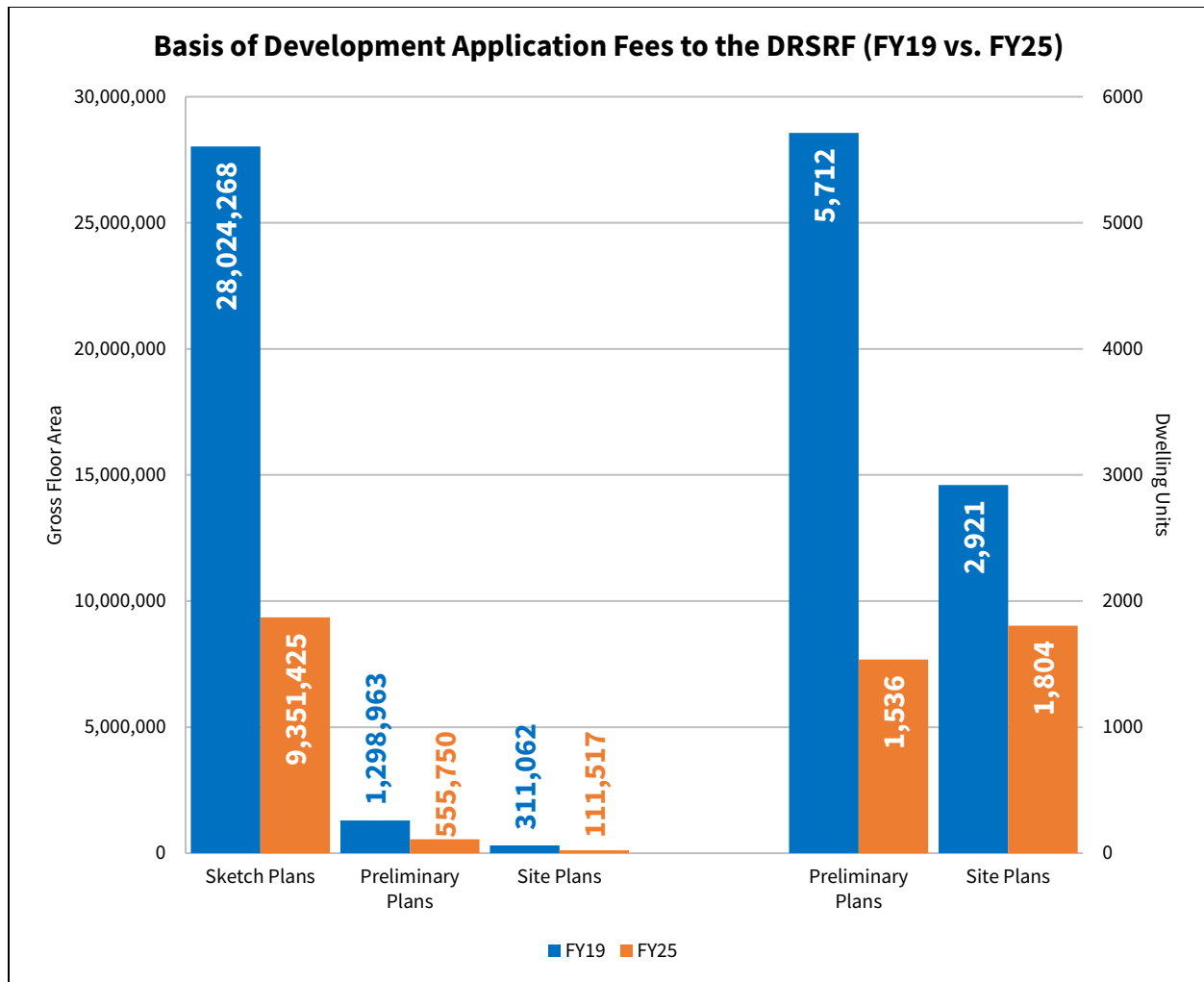
Type of Application	FY19		FY25		Variance	
	# of Applications	Fees Collected	# of Applications	Fees Collected	# of Applications	Fees Collected
Sketch Plans	27	\$1.6M	6	\$300K	(-21)	(\$1.3M)
Site Plans	70	\$850K	42	\$650K	(-28)	(\$200K)
Preliminary Plans	41	\$1.4M	46	\$700K	+5	(\$700K)

- There were 21 fewer Sketch Plans in FY25 and \$1.3M less fees collected.
- There were 28 fewer Site Plans in FY25 but only \$200K less in fees.
- And to show how unpredictable it can be to make comparisons and forecast, the number of Preliminary Plans increased from 41 in FY19 to 46 in FY25, but, despite the increased applications, the fees collected in FY25 were \$700K less than in FY19.

The chart below shows the breakdown by application type for FY19 and FY25 and whether the application was for an original plan or a plan amendment. Plan amendment fees are not as high as plan fees. In FY19, there were more preliminary plans and fewer preliminary plan amendments than in FY25 resulting in higher fees collected in FY19.



FY26 Year-to-date, the Planning Department has received 66 applications and \$399K in fees. This is an average of \$6K per application. This indicates a large number of low-fee applications. There are two things that result in lower fees collected for the same type of application – the projects are smaller (fewer units or lower gross floor area) or they are amendments, which carry lower fees. For the fees collected to cover the FY26 expenditures, an average of \$20.6K per application would need to be collected.

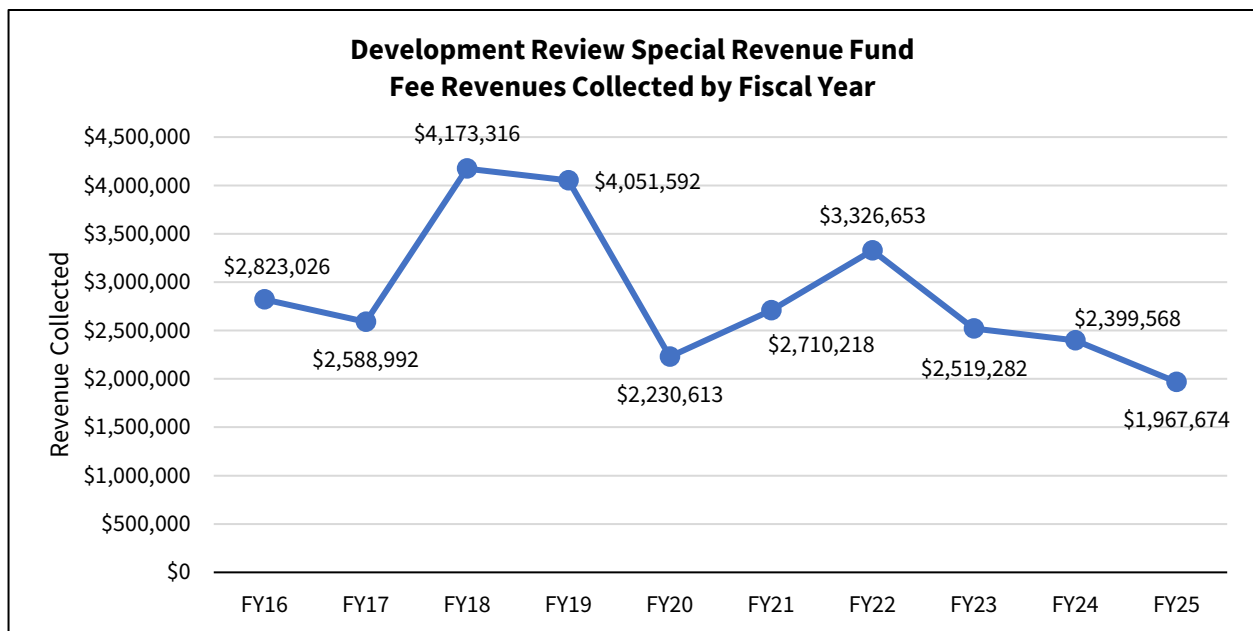


REVENUES

The revenues for the Development Review SRF are very volatile. Monthly revenues have ranged from a low of \$10,000 to a high of \$900,000. This volatility has existed in this fund since its inception. In April of 2009, Ms. Michaelson noted in her memo to the PHED Committee, “*Since revenues fluctuate from month to month, it is not possible to determine how they will finish the fiscal year.*” And Ms. Michaelson was only talking about projecting 3 months from April to June, not the whole fiscal year.

The Planning Department regularly reviews the fund’s performance through monthly reports. The expenditures are very consistent since they are primarily chargebacks. However, the annual revenues range from a low of \$1.6M (FY10 – the great recession) to a high of \$4.2M (FY18) with an average of \$2.6M. When preparing the FY26 budget, the department estimated \$2.6M in revenue for FY26 since using the average revenue was best information we had at that time.

This chart shows the up and down volatility of the Development Review revenues from FY16-FY25.



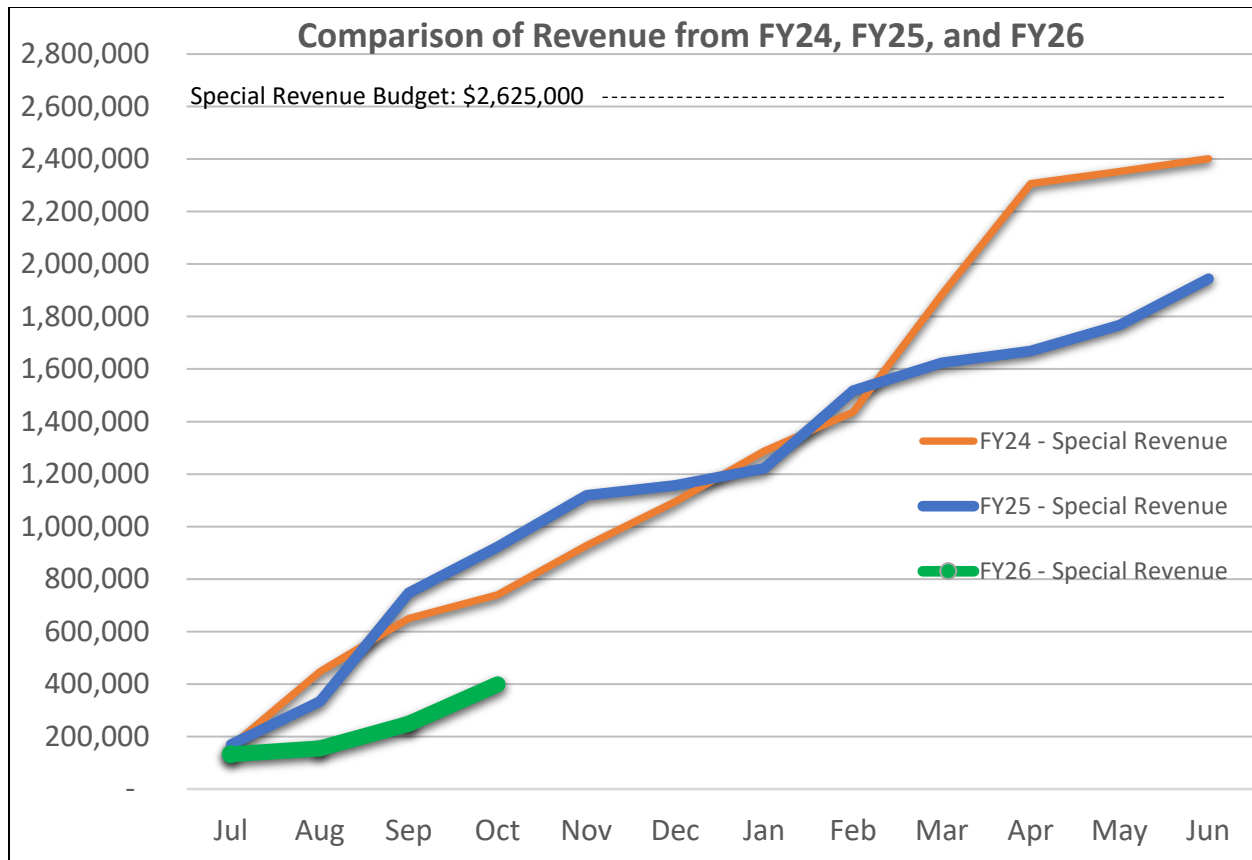
FEES

Fees are reviewed by the Planning Department staff approximately every two years, and, based on staff recommendations, are then approved by the Planning Board. To help cover the gap between revenues and expenses, one possible solution is to raise fees to better cover the staff costs to review the applications. When the Development Review SRF was created, it was originally anticipated that fees could be adjusted as necessary to recover the necessary costs. However, previous slowdowns in the economy led to a widening gap between costs incurred and fees received. Moreover, fees could not be raised to excessively high levels to cover the gap.

The Planning Board approved the current fee structure in January 2024. The current fee schedules are included in the [Appendix](#) of this report. The Planning Department is currently evaluating the fees charged for different types of applications and will bring recommended schedule updates to the Planning Board for approval in early 2026. As part of this evaluation, department staff will consider fee structures based on the type of application and the effort involved with each type, as alternatives to the current fee structures, which are based in part on the number of units and the amount of development.

FY26 PROJECTIONS AND FY27 PROPOSED DRAFT BUDGET

In preparing the FY26 Estimated and FY27 Proposed draft revenue budgets, the Planning Department looked at the past trends in the DRSRF as well as the Quarterly Economic Indicators prepared by the Research & Strategic Projects Division. The development trends for the past 11 months have been troubling. There have been fewer applications for large development projects, and a larger share of applications have been for lower-fee applications to amend prior approvals.



Consistent with this trend, the DRSRF did not perform well in FY25 with revenues totaling just \$2M. While this trend is not expected to change in the short term, given market conditions and changes in the local economy, it is highly unpredictable.

In the first four months of FY26, the Planning Department received 66 development applications, 10 applications below the FY16-FY25 10-year average of 76 applications. Of more concern is that only \$399K in revenue has been received thus far. In the past 10 years (FY16-FY25), the average revenue received at this point is \$1.1M. The lowest amount received in the first four months prior to this was in FY20 when \$600K was collected, \$200K or 50% more than collected year-to-date in FY26.

FY26 Estimated – The FY26 revenues are sluggish. The chart above shows the trajectory of revenues for FY24, FY25 and FY26 year to date. Neither FY24 nor FY25 reached the budgeted revenue target of \$2.6M and FY26 year-to-date is well below the previous two years. Assuming there are no changes in the development trends, the Planning Department looked at the revenue trends for the past 10 years to estimate revenues for FY26 and FY27. From FY16-FY25, an average of 38% of the total revenue was collected in the first four months. In FY25, 47% of the total revenue was collected by October. The \$399K collected to date will total \$1.05M by the end of the year using the 38% average, and \$850K using the 47% average. While the department believes the development trend will likely follow the FY25 pattern, we are optimistically proposing to split the difference **and project FY26 Estimated revenue to be \$950K**. Without any other changes, this will result in expenditures exceeding revenue by \$1.7M and the fund balance for the DRSRF will drop to a negative \$1.1M. All the various special revenue funds for both Parks and Planning are approved at the combined fund level. It is best practice

for each individual fund to have a positive fund balance. An individual fund may (although it is not preferred) end a year with a negative balance as long as there is sufficient fund balance collectively. At the end of FY25, the fund balance for the special revenue funds was nearly \$4M. The department will offer options at the end of this report to bring the DRSRF to a positive fund balance by the end of FY27.

Since Planning did not increase the FY26 chargeback budget for compensation including COLA, merit, and benefits (\$194K or 5%), Planning proposes to reduce the chargebacks in the FY26 Estimated budget by 1.1 workyears to a total of 22.6 workyears.

FY27 Proposed Draft – While Planning would like to be optimistic that the development market will turn around in FY27, it is necessary to budget with an expectation the current trend will continue. Therefore, **Planning proposes revenues in FY27 at \$1M.** Also, Planning is not proposing to increase the chargeback for compensation including COLA, merit, and benefits (\$194K or 5%) and to decrease the chargeback by 1.1 workyear to 21.5 workyears.

If no further action is taken, the expenditures will exceed revenues (including the transfer) by \$1.7M in both FY26 and FY27. **In order for the fund balance to be positive at the end of FY27, the DRSRF needs to cover a \$2.8M gap.**

DEVELOPMENT REVIEW SPECIAL REVENUE FUND

	FY24 Actual	FY25 Actual	FY26 Budget	FY26 Estimated	FY27 Proposed Draft
REVENUES					
Interest	\$ 73,366	\$ 48,415	\$ 35,000	\$ 5,000	\$ 5,000
Miscellaneous - Fees	\$ 2,432,510	\$ 1,944,029	\$ 2,625,000	\$ 950,000	\$ 1,000,000
Total Revenues	\$ 2,505,877	\$ 1,992,444	\$ 2,660,000	\$ 955,000	\$ 1,005,000
EXPENDITURES					
Other Services and Charges	\$ 4,166	\$ 106	\$ 1,450	\$ 1,450	\$ 1,500
Other Classifications - Chargebacks	\$ 3,692,398	\$ 4,165,238	\$ 4,190,653	\$ 4,190,653	\$ 4,198,421
Total Expenditures	\$ 3,696,564	\$ 4,165,344	\$ 4,192,103	\$ 4,192,103	\$ 4,199,921
Excess of Revenues over Expenditures	\$ (1,190,687)	\$ (2,172,900)	\$ (1,532,103)	\$ (3,237,103)	\$ (3,194,921)
TRANSFERS IN/(OUT)					
Administration Fund	\$ 500,000	\$ 950,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000
Total Transfers In	\$ 500,000	\$ 950,000	\$ 1,500,000	\$ 1,500,000	\$ 1,500,000
Excess of Revenues and Other Financing Sources over (under) Expenditures and Other Financing Uses	\$ (690,687)	\$ (1,222,900)	\$ (32,103)	\$ (1,737,103)	\$ (1,694,921)
Fund Balance - Beginning	\$ 2,584,099	\$ 1,893,412	\$ 1,288,589	\$ 670,512	\$ (1,066,591)
Fund Balance - Ending	<u>\$ 1,893,412</u>	<u>\$ 670,512</u>	<u>\$ 1,256,486</u>	<u>\$ (1,066,591)</u>	<u>\$ (2,761,512)</u>

The Planning Department is exploring a combination of the following options:

1. Increase development application fees. Planning will come to the Board in early 2026 with the recommended fee structure.
2. Increase the transfer from the Administration Fund in FY27 by up to \$2.8M to a total of \$4.3M (or a lower amount if other options are enacted).
3. Savings Plan – Planning will implement a partial hiring freeze and/or reduce planned non-personnel expenditures to apply towards the development review personnel costs and reduce the chargebacks to the DRSRF in FY26.
4. Request a One-Time Supplemental Appropriation from the Administration Fund balance to the DRSRF. This would have to go to the Planning Board and County Council for approval. Planning leadership are not in favor of this option.

SUMMARY

The Development Review Special Revenue Fund has been a highly successful tool to cover a portion of the staff expenses by aligning the expenses with the dedicated non-tax revenue source. From FY06 to FY25, \$52.9M in revenues have been accounted for in the Development Review SRF allowing the Commission to provide \$63.7M in services, costing the taxpayers only \$10.8M.

In the past five years, larger development applications slowed due to the pandemic, increased interest rates, increased construction costs, and other conditions, and they have not rebounded resulting in the need for larger transfers.

Staff have been spending more time on analysis of applications due to increased mandates, requirements, and expectations. The workyears charged to the DRSRF are not reflective of the actual work being done, even with slowdown.

The Planning Department did not include a \$194K compensation increase in the FY26 DRSRF budget. This effectively reduced the FY26 workyears from 23.7 to 22.6 and will be reflected in the FY26 Estimated Budget.

Planning is not proposing to increase the chargeback for compensation including COLA, merit, and benefits (\$194K or 5%) and to decrease the chargeback by 1.1 workyear to 21.5 workyears.

The FY26 Estimated Revenue is \$950K and the FY27 Proposed Revenue is \$1M.

The Planning Department will review the fee structure and will bring their recommendations to the Planning Board for approval in early 2026.

If no further action is taken, the expenditures will exceed revenues in both FY26 and FY27. In order for the fund balance to be in the black at the end of FY27, the DRSRF needs to cover a \$2.8M gap. We realize that \$2.8M is significant. Until the economy improves and applications increase, the Planning Department is exploring the following options:

1. Increase development application fees.
2. Increase the transfer from the Administration Fund in FY27 by up to \$2.8M.
3. Implement a FY26 Savings Plan and use the savings to reduce the chargebacks to the DRSRF in FY26.
4. Request a One-Time Supplemental Appropriation from the Administration Fund balance to the DRSRF.

The Planning Department will continue to monitor the DRSRF closely throughout the year and will report back with any significant fluctuations to the fund.

The Planning Department looks forward to briefing the Planning Board on the Development Review Special Revenue Fund and discussing options to balance the DRSRF budget in FY27.

APPENDIX

CURRENT FEE SCHEDULE

Note that this is not a complete schedule of application fees and that for some applications, a combination of fees and credits may apply.

	Flat Fee	Variable Fee	Variable Basis
Pre-Application Submission			
Staff Review Only	\$2,120		
Staff and Planning Board Review	\$4,240		
Natural Resources Inventory/Forest Stand Delineation Submission			
NRI/FSD	\$860		
NRI/FSD Recertification Request	\$480		
Forest Conservation Exemption Request or Recertification	\$265		
Forest Conservation Bank Review	\$1,060		
Forest Conservation Plan			
Single Family Residential	\$580	\$210 per lot	
All Others	\$1,110	\$310 per acre	
FCP Amendment without Planning Board Hearing	\$800		
FCP Amendment with Planning Board Hearing	\$1,600		
Administrative Subdivision Plan			
Existing Place of Worship or Institutional Use	\$3,700		
Up to 5 Lots in the AR Zone or Up to 3 Lots in Any Residential Zone	\$2,650		
Consolidation of Existing Lots or Parts of Lots in a Nonresidential Zone	\$4,250		
Property Approved Under an Expedited Approval Plan	\$4,250		
Special Protection Area within Plan	\$800		
Preliminary Plan of Subdivision			
Residential, first 100 dwelling units	\$2,915	\$385 per unit	
Residential, dwelling units 101 and beyond		\$105 per unit	
Residential with SPA within Plan, 9 or fewer dwelling units	\$400		
Residential with SPA within Plan, 10 to 50 dwelling units	\$800		
Residential with SPA within Plan, more than 50 dwelling units	\$800	\$20 per unit	
Commercial, 1 to 9,999 square feet	\$4,775	\$0.15 per square foot	
Commercial, 10,000 to 24,999 square feet	\$5,850	\$0.15 per square foot	
Commercial, 25,000 square feet or more	\$6,900	\$0.15 per square foot	
Commercial with SPA within Plan	\$800		
New Institutional/Religious	\$3,700		
New Institutional/Religious with SPA within Plan	\$800		
Preliminary Plan Amendment			
Major Amendment	same as Preliminary Plan of Subdivision		
Minor Amendment	\$2,915		

	Flat Fee	Variable Fee	Variable Basis
Site Plan			
Residential, 9 or fewer dwelling units	\$4,775		\$175 per unit
Residential, 10 or more dwelling units	\$6,350		\$175 per unit
Residential with SPA within Plan, 9 or fewer dwelling units	\$400		
Residential with SPA within Plan, 10 to 50 dwelling units	\$800		
Residential with SPA within Plan, more than 50 dwelling units	\$800		\$20 per unit over 50
Commercial, 1 to 9,999 square feet	\$4,775		\$0.15 per square foot
Commercial, 10,000 square feet or more	\$6,350		\$0.15 per square foot
Commercial, SPA within Plan	\$800		
Institutional/Religious	\$3,700		
Institutional/Religious with SPA within Plan	\$800		
Site Plan Amendment			
Major Amendment	same as Site Plan		
Minor Amendment	\$2,915		
SPA within Amendment	\$800		
Record Plats			
Record Plat	\$3,200		
Sketch Plan			
Commercial/Residential, up to 20,000 square feet	\$5,300		
Commercial/Residential, over 20,000 square feet	\$10,600		
Commercial/Residential, first 500,000 square feet			\$0.20 per square foot
Commercial/Residential, 500,000 to 1,000,000 square feet			\$0.25 per square foot
Sketch Plan Amendment			
Major Amendment	same as Sketch Plan		
Minor Amendment	\$5,300		
Expedited Plans			
Biohealth Priority Campus or Signature Business Headquarters			
50,000-149,999 square feet	\$106,000		
150,000-399,999 square feet	\$212,000		
400,000 square feet and above	\$318,000		
Biohealth Priority Campus or Signature Business Headquarters Amendment			
0 to 49,999 additional square feet	\$10,600		
50,000 additional square feet or more	\$53,000		
Mixed Income Housing Community			
Residential	\$3,200		\$210 per unit
Non-residential, up to 9,999 square feet	\$3,700		\$0.15 per square foot
Non-residential, 10,000 to 24,999 square feet	\$4,775		\$0.15 per square foot
Non-residential, 25,000 square feet or more	\$5,850		\$0.15 per square foot
Mixed Income Housing Community Amendment			
Additional Dwelling Units or Non-residential Floor Area	same as Mixed Income Housing Community		
Residential with No Additional Dwelling Units	\$3,200		
Non-residential with No Additional Floor Area	\$3,700		
Commercial to Residential Reconstruction			
Residential	\$10,600		\$350 per unit
Non-residential, up to 9,999 square feet	\$3,700		\$0.15 per square foot
Non-residential, 10,000 to 24,999 square feet	\$4,775		\$0.15 per square foot
Non-residential, 25,000 square feet or more	\$5,850		\$0.15 per square foot
Commercial to Residential Reconstruction Amendment			
Additional Dwelling Units or Non-residential Floor Area	same as Commercial to Residential Reconstruction		
Residential with No Additional Dwelling Units	\$10,600		
Non-residential with No Additional Floor Area	\$3,700		