

**TOWN OF MIDDLEBURG, VA  
DEVELOPMENT FEE SCHEDULE**

Application Category	Application Type	Fee
Administrative Permits	Zoning Location Permits	<u>New Construction:</u> Residential: \$100 Non-Res.: \$200 <u>Alterations &amp; Additions:</u> Residential: \$50 Non-Res.: \$100 <u>Accessory Structures</u> (inc. decks & fences): \$25 <u>Construction Trailer:</u> \$300 per year
	Occupancy Permit	<u>Residential:</u> \$50 * <u>Commercial:</u> \$100 * * inc. one free inspection; \$100 fee for each re-inspection
	Demolition Permit	\$100
Sign Permits	Permanent Signs	1-10 s.f.: \$50 11-30 s.f.: \$75 >30 s.f.: \$100
	Temporary Signs	\$30 * * fee waived for the following permitted temporary signs: - real estate sale/rent signs - signs attached temporarily to the inside of a window - displays erected in connection with a holiday - signs erected in connection with a political election - signs announcing a special event - real estate sale/rent temporary signs referenced in §199(a)(9)
	Signs Mounted on Town Structures	\$40 * * fee waived for bona fide non-profit / charitable organizations
	Sign Waiver / Modification (§ 205)	\$30 per sign
Certificate of Appropriateness	New Construction & Additions	\$300
	Exterior Alterations & Accessory Structures	Improvements > \$5,000: \$125 Improvements \$5,000 or less: \$75
	Signs	Applicable Sign Fee + \$50
	Amendments to approved applications	\$75
	Appeal to Council	\$300
Misc. Zoning Fees	In-lieu Parking Fee (in accordance with Zoning Ord. provisions)	\$15,000 per space
	Street & Parking Ordinance Council Waiver	\$100
	Exceptions within Historic District - § 182(f)	\$125
	Sign Modifications - § 205	\$30 per sign
	Parking Lot Landscaping Waiver - § 216	\$125
	Readvertise Public Hearing	\$100 plus cost of advertising
	Zoning Determination Letter	\$150

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Site Plan	Site Plan Waiver / Exception	\$200 per waiver
	Concept Plan Review (prior to submission of site plan application)	\$250
	Site Plan with Bonded Improvements	\$1,500 + 2% of value of bonded public improvements + cost of ECR
	Other Site Plans	\$300 + cost of ECR
	Re-submissions (applies to all site plans)	1st: Free 2nd and subsequent: \$500 + cost of ECR
	Revision/Modification to Approved Site Plan (applies to all site plans)	\$500 + cost of ECR, not to exceed \$2000
	Extension to Approved Site Plan (applies to all site plans)	\$300
	Required Plats and Deeds of Dedication	\$500 + \$50 per lot + cost of ECR and TAR
Subdivision	Subdivision Waiver / Exception	\$300
	Family Subdivision	\$300
	Concept Plan Review (prior to submission of subdivision application)	\$250
	Preliminary Plat	\$1,500 + \$100 per lot + cost of ECR, not to exceed \$2,000
	Preliminary Plat Extension Request	\$250
	Construction Plans	\$1,000 + 2% of value of bonded public improvements + cost of ECR, not to exceed \$2,000
	Re-submissions of Construction Plans	1st: Free 2nd and subsequent: \$500 + cost of ECR, not to exceed \$1,000
	Revisions to Approved Construction Plans	\$500 + cost of ECR, not to exceed \$2,000
	Final Plat	\$1,500 + \$100 per lot + cost of ECR and TAR, not to exceed \$1,000
	Other Required Plats and Deeds of Dedication	\$500 + \$50 per lot + cost of TAR, not to exceed \$500
	Vacation of a Plat	\$500 + cost of public notice
	Subdivision Extension or Modification	\$300 + 2% of bonded improvements
	Boundary Line Adjustment/Lot Consolidation	Single Party: \$250 + cost of TAR, not to exceed \$250 Two or more Parties: \$500 + cost of TAR, not to exceed \$500

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Grading Plan Review	Town Review of Grading Plans required by Loudoun County	1st submission: \$250 + \$20 per acre + cost of ECR, not to exceed \$1,500 2nd submission: \$150 + cost of ECR, not to exceed \$1,000
Performance Bonds and As-Built Site Inspections	As-Built Submissions	\$300 + cost of ECR, not to exceed \$1,000
	Bond Extension	\$500 per year
	Bond Reduction / Release	\$300 + cost of ECR, not to exceed \$1,000
	Additional Bond Inspections	\$100 per submission
Floodplain Applications	Type II Floodplain Alteration	0-8 Cross Sections: \$350 More than 8 Cross Sections: \$350 + \$30 each Cross Section over 8
	Floodplain Study	\$700 <u>or</u> \$75 + \$80 per Cross Section, whichever is greater + cost of ECR
	Development Applications in Floodplain District	\$200 added to other applicable fees
Land Use Applications	Zoning Map Amendment	up to 1 acre: \$2,500 1-5 acres: \$4,000 > 5 acres: \$7,500 + cost of TAR, not to exceed \$5,000
	Proffer Review	\$500
	Inclusion in the Historic District	Free
	Planned Residential Development	Sketch Plan: \$500 Concept Plan: \$500 Zoning Map Amendment: up to 1 acre: \$2,000 1-5 acres: \$4,000 > 5 acres: \$6,000 Proffer Amendment: \$1,500
	Comprehensive Plan Amendment	\$2,000 + cost of TAR, not to exceed \$2,500
	Commission Permit	\$2,000 + cost of TAR, not to exceed \$2,500
	Special Use Permit	\$2,000 + cost of TAR, not to exceed \$2,500
	Board of Zoning Appeals Applications	Application for a Variance or Interpretation of the Zoning Map
Appeals of Admin Decision		\$500 + cost of advertising + cost of TAR, not to exceed \$500
All other BZA applications		\$500 + cost of advertising + cost of TAR, not to exceed \$500
Publications	Comprehensive Plan	Online: Free CD: \$5
	Zoning Ordinance	Online: Free CD: \$5
	Zoning Map or other Official Map	Online: Free CD: \$5
	Subdivision Ordinance	Online: Free CD: \$5