Community Development Proposed Fee Schedule (rev. 2.23.2025)

Legislative Reviews	Town of Herndon (Current) 7/2024 Update	Suggested Change	% Difference	
Architectural Review Board				
New Construction	$ 228.00	$ 1,000.00	439%	
Alterations	$ 228.00	$ 350.00	154%	
Additions	$ 228.00	$ 350.00	154%	
Accessory Structures	$ 228.00	$ 350.00	154%	
Wall Signs	$ 114.00	$ 250.00	219%	
Free Standing Signs	$ 114.00	$ 250.00	219%	
Master Sign Plans	$ 114.00	$ 350.00	307%	
Amendments to Approved Applications	$ 114.00	$ 350.00	307%	
Appeal of ARB Decision	$ -	$ 500.00	New Fee	
Historic District Overlay Reviews				
Staff Review COA (Residential)	$ -	$ -	New Fee	
Staff Review COA (Non-Residential)	$ -	$ 200.00	New Fee	
HDRB Review COA for New Single Family Residential	$ 228.00	$ 500.00	219%	
HDRB COA for Alterations, Additions, Accessory Structures for Residential Use	$ -	$ -		
HDRB COA for New Construction (non-Single Family Dwelling)	$ -	$ 1,000.00	New Fee	
HDRB COA Alterations (Non-Residential)	$ 228.00	$ 350.00	154%	
HDRB COA Additions (Non-Residential)	$ 228.00	$ 350.00	154%	
HDRB COA Accessory Structures (Non-Residential)	$ 228.00	$ 350.00	154%	
HDRB COA Demolitions	$ 228.00	$ 750.00	329%	
Wall Signs	$ 114.00	$ 250.00	219%	
Freestanding Signs	$ 114.00	$ 250.00	219%	
Master Sign Plans	$ 114.00	$ 350.00	307%	
Amendments to Approved Applications	$ 114.00	$ 350.00	307%	
Appeal of Staff to HDRB	$ -	$ 250.00	New Fee	
Appeal of HDRB Decision to Town Council	$ -	$ 500.00	New Fee	
Board of Zoning Appeals				
Variance	$ 152.00	$ 650.00	428%	
Additional Variances (each)	$ 38.00	**REMOVE**	-	
Zoning Administrator Decision Appeal	$ 152.00	$ 750.00	493%	
Zoning				
Zoning Permits				
Zoning Appropriateness Permits (ZAPs)	$ -	$ 25.00	New Fee	
Zoning Inspection Permit, Home Business	$ 38.00	$ 50.00	132%	
Zoning Inspection Permit, Keeping of Fowl	$ 25.00	$ 25.00	100%	
Zoning Inspection Permit, Food Truck (per inspection)	$ 129.00	$ 225.00	174%	
Zoning Inspection Permit, Short Term Rental (per inspection)	$ 200.00	$ 200.00	100%	
Administrative Adjustment (per building affected)	$ 76.00	$ 500.00	658%	
Zoning Verification Letter SFD	$ 76.00	$ 250.00	329%	
Zoning Verification Letter non-SFD	$ 455.00	$ 500.00	110%	
Temporary Use Permit (less than 90 days)	$ -	$ 50.00	New Fee	
Temporary Use Permit (greater than 90 days)	$ 114.00	$ 150.00	132%	
Waiver Requests	$ 114.00	$ 500.00	439%	
Temporary health care structure application	$ 152.00	$ 100.00	66%	
Administrative Review Eligible Projects (AREPs)	$ 500.00	$ 500.00	100%	
Request for early site occupation prior to completion of improvements in accordance with section 78-120.1 and 78-120.2.application flat fee	$ 76.00	$ 500.00	658%	***Added since work session**
Request for early site occupation prior to completion of improvements in accordance with section 78-120.1 and 78-120.2.per inspection	$ 76.00	$ 500.00	658%	***Added since work session**
Roll-Off Dumpsters/PODs	$ -	$ 25.00	New Fee	
Zoning Ordinance Text Amendments (Remove Subdivision)				
Change in permitted uses	$ 1,516.00	$ 2,500.00	165%	
Other changes, more than 100 words, more than one section	$ 758.00	**REMOVE**	-	***Removed, consolidated with above**
Amendment less than 100 words changed	$ 388.00	**REMOVE**	-	
Planning/Zoning Applications				
Comprehensive Planning				
Comp Plan Amendment	$ 1,516.00	$ 5,500.00	363%	***Increased**
22.32 Reviews (Under Comp Planning)	$ -	$ 2,500.00	New Fee	
Building Location Surveys	$ 38.00	$ 250.00	658%	
Rezoning				
ZMA (Includes Submissions 1, 2 & 3)	$ 7,578.00	$ 16,000.00	211%	***Increased**
Proffer Condition Amendment	$ 488.00	$ 7,500.00	1537%	***Increased**
Minor Proffer Condition Amendment for Residential	$ -	$ 1,000.00	New Fee	***Added since work session**
Modification Request (each)	$ 455.00	$ 1,000.00	220%	
Development Plan (Includes Submissions 1, 2 & 3)	$ -	$ 21,000.00	New Fee	***Increased**
Traffic Impact (plus 1/2 consultant fees, if req.)	$ 758.00	**Full Consulting Fees**		***Removed limit**
Development Plan and ZMA Re-submission Fee (per submission following 3rd)	$ -	$ 1,750.00	New Fee	
Accessory Reviews				
Minor Water Quality Impact Assessment	$ 76.00	$ 350.00	461%	
Major Water Quality Impact Assessment	$ 758.00	$ 800.00	106%	
Exception Request to Provisions of Ches. Bay Pres. Overlay Dist.	$ 152.00	$ 1,000.00	658%	
Ches. Bay Waiver Request	$ 152.00	$ 150.00	99%	
Site Specific Delineation in RPA less than 5,000 SF	$ 76.00	$ 350.00	461%	
Site Specific Delineation in RPA more that 5,000 SF	$ 758.00	$ 750.00	99%	
Additional Studies				
Flood Plain Study (plus full consultant fees, if req.)	$ 1,516.00	**Full Consulting Fees**		***Removed limit**
Special Exceptions				
Residential Uses	$ 455.00	$ 750.00	165%	
Education, Government, Institutional, Community Service Uses	$ 455.00	**REMOVE**	-	
Non-Residential Uses with no site alt.	$ 455.00	$ 1,500.00	330%	
Non-Res. Uses with site alt or additions	$ 2,274.00	$ 6,000.00	264%	
Re-application time limit waiver	$ 152.00	$ 750.00	493%	
Traffic Impact (plus 1/2 consultant fees, if req.)	$ 758.00	**REMOVE, duplicate**	-	
Sign Reviews				
Permanent Sign License (Administrative)	$ -	$ 200.00	New Fee	
Temporary Sign License (Administrative)	$ -	$ 50.00	New Fee	
Sign Appeal Fees	$ -	$ 250.00	New Fee	