



City of High Point Development Fee Schedule

Effective October 1, 2020

BE IT RESOLVED by the City Council of the City of High Point, North Carolina that pursuant to the provisions of NCGS 160A-414 and Section 9-3-21 of the High Point Development Ordinance, the City Council hereby establishes this comprehensive schedule of development fees.

Approved this the 22nd day of June 2020 by the High Point City Council and effective October 1st.

ATTEST:

s/Lisa B. Vierling
Lisa B. Vierling, MMC

Amended through 7/1/2020

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Fee Standards

Payment Due

Fees for applications and plan reviews are due with the submission of the application or plan. In accordance with the city's Development Ordinance, no action shall be taken on proceedings before the Board of Adjustment, Planning and Zoning Commission, Historic Preservation Commission or Technical Review Committee until all applicable fees have been paid in full. Permit fees are due at the time of permit issuance. Inspection fees are due prior to plan approval or certificate, as applicable. Regional stormwater facility fees are due prior to plan approval. Development fees cannot be waived or refunded except as authorized herein.

Fee Waivers

Development fees may be waived or reduced only as stated herein. Fee waivers do not relinquish the development from any application, plan review, permit or inspection requirements.

Development fees are waived for all projects applicable to any City-owned property. Fees may be waived for economic development projects as part of a City Council approved economic development incentives package. During times of natural disaster, the City Manager is authorized to waive fees for a particular emergency incident. The City Manager, or the applicable Department Director, is authorized to waive or reduce a fee where it is determined in writing that the calculation of the fee to a specific project results in an excessive and unreasonable cost or where it is determined that a fee waiver or reduction is needed to correct a customer service error. In addition, fees may be waived for a particular project by City Council action.

Refunds

Development fees are not refundable except as stated herein. Upon the request of the applicant, application fees for Board Action applications that require public notice is authorized for a 50% refund when the application is withdrawn prior to public notice being given on the request. Regional stormwater facility fees are not refundable unless the applicable land development plan is voided or revised accordingly and no impervious surface has been installed. Infrastructure inspections fees are refundable where infrastructure has not been installed. Upon the request of the permit holder, an 80% refund of the permit fee is authorized where no field inspections or construction under the permit has occurred and the permit has not expired. For all issued permits a minimum amount of \$75 is retained.

Abandonment

Development submittals are considered abandoned in accordance with the applicable provisions of the Development Ordinance. Where a specific time of abandonment is not established by the Development Ordinance, then those submittals may be considered abandoned 6 months after the date of submittal if approval is not obtained, or after 60 days for non-payment of application or permit fee.

Module 1 Guidance

Module I pertains to the application fees for the review of buildings and property to determine compliance with State and local codes. Fees are intended to defray the cost of research, inspection, report preparation and other operational costs the City incurs with processing these requests.

Applications		
Item	Sub-Item/ Description	Fee
Code Confirmation	Report	\$50
	Site Compliance	\$50
Code Compliance	Residential Building	\$50
	Commercial Building	\$75
Building Evaluation	Residential Building	\$200
	Commercial Building	\$0
Water and Sewer Extension Policy Exemption		\$200

Code Confirmations provide written reports for owners, agents and legal representatives to confirm in writing the property’s allowable principal uses, zoning districts, environmental regulations, and any pending violations, usually requested as part of due diligence in real estate transactions.

Code Compliance provides an inspection and certification of the building and property’s compliance with current State Building and local development codes, usually requested as part of State licensing and similar situations where a determination of a building’s compliance with existing codes is requested.

Building Evaluations provides a multi-trade review of an existing building’s condition relative to applicable State Building and local codes to identify deficiencies and record major code requirements relative to a proposed use of the building.

Water and Sewer Extension Policy Exemptions enable an owner of property located outside the corporate limits to request an exemption from annexation for City water and/or sewer service in accordance with City Council adopted policy.

Module 2 Board Action

Module II pertains to fees associated with the review of development applications considered by the City Council, Board of Adjustment, Historic Preservation Commission and Planning & Zoning Commission. Fees are intended to defray the cost of public notice, report preparation and other operational costs the city incurs with processing these applications.

Applications		
Item	Sub-Item/ Description	Fee
Annexation (Voluntary) (Includes recording fees)		\$300
Board of Adjustment (BOA)		\$300
Certificate of Appropriateness	Major Work	\$80
	Minor Work	\$40
	After-the-Fact	[COA Fee] x 2
Development Agreement		\$600
Historic Preservation Commission Review	(non-hearing items)	\$40
Plan Amendment		\$200
Street Abandonment	(includes recording fees)	\$600
Street Name Change	Application	\$400
	Sign Replacement Cost	½ sign costs
Special Use	Special Use	\$1200
	Minor Amendment	\$250
Text Amendment		\$400
Vested Rights Certificate		\$600
Zoning Map Amendment	General Zoning District	\$750
	Conditional Zoning District	\$1200
	Planned Development District	\$1500

Module 3 Land Development

Module III pertains to fees associated with the review of land development applications and plans, which include subdivision, site plans, public infrastructure plans, and stormwater treatment facilities. Fees are intended to defray the cost of processing applications, reviewing plans, conducting infrastructure inspections along with the other operational costs the city incurs with processing land development application and plans.

Applications		
Item	Sub-Item/ Description	Fee
Easement Reconveyance	(includes recording fees)	\$200
Right of Way Encroachment Agreement	(includes recording fees)	\$300

Plan Reviews		
Item	Sub-Item/ Description	Fee
Sketch Plan		\$0
Site Plan (Includes watershed & landscape component plan reviews)	Residential Plan (Single-family attached & multi-family)	\$600 + \$5 per dwelling unit
	Small Non-Residential Plan (< 3,000 sq. ft. & no built upon area)	\$100
	Non-Residential Plan (Non-residential & mixed use)	\$600 + \$5 per acre or portion thereof
Group Development (Includes watershed & landscape component plan reviews)	Residential Plan (Single-family attached & multi-family)	\$600 + \$5 per dwelling unit
	Non-Residential Plan (Non-residential & mixed use)	\$600 + \$5 per acre or portion thereof
Subdivision (Includes watershed & landscape component plan reviews)	Preliminary Plan	\$600 + \$25 per lot
	Minor Plat (includes recording fees)	\$200
	Final Plat (includes recording fees)	\$200
Minor Plan Revision (Revision to an approved plan)	Residential Plan	\$200 + \$5 each added dwelling unit

	Non-Residential Plan	\$200 + \$5 each added 1,000 sf.
	Subdivision	\$200 + \$25 each added lot
Grading Plan		\$345 + \$115 for each acre over 1 acre
Street & Utility Plan		\$200
Common Signage Plan		\$100
Design Review Plan		\$100
Exclusion Map	(Includes recording fees)	\$200
Land Development Plan Minimum Fee		\$100

Infrastructure		
Item	Sub-Item/ Description	Fee
Infrastructure Inspections	Roadway Inspection	\$0.50 per linear ft.
	Sewer Line Inspection	\$0.75 per linear ft.
	Storm Sewer Line Inspection	\$0.50 per linear ft.
	Water Line Inspection	\$0.75 per linear ft.
Right-of-Way Disturbance Permit	Residential Application	\$50
	Commercial Application	\$150
	0-400 square feet of excavation	\$0.25 per sf.
	>400 square feet of excavation	\$100 + \$0.50 per sf.
Public Regional Stormwater Facility (Application of Public Regional Stormwater Facility fee to Streets: The facility fee applies to all impervious surface within a development, including public and private streets; however, where a developer constructs a 4-lane or larger public street within a development, then the fee shall apply to only 50% of the impervious surface area of that public street.)	0-1 acre of impervious surface	\$0.35 per sf.
	>1-5 acres of impervious surface	\$30,000 per ISA acre
	>5-10 acres of impervious surface	\$150,000 + \$15,000 per ISA acre over 5 acres
	>10 acres of impervious surface	\$225,000 + \$9,000 per ISA acre over 10 acres
	Minimum Fee	\$2000
	Outside Corporate Limits (Fee for property outside the corporate limits is 100% greater)	[Total fee] x 2

Randleman Lake Credit Area	Used when development within the "Randleman Lake Credit Area" exceeds 50% BUA.	\$50 per acre
Uwharrie General Watershed Area	Used when development within the "Uwharrie General Watershed Area" exceeds 50% BUA.	\$50 per acre

Module 4 Construction Permit

Module IV pertains to fees associated with the plan review, permitting and inspection of buildings, structures and land uses. These fees are intended to offset the city's cost for administering and operating the construction inspection program.

Residential Construction Permit		
Item	Sub-Item/ Description	Fee
Construction (To calculate construction fees, the schedule uses the February version of the International Code Council (ICC) Building Valuation Data (BVA) rounded to the nearest whole number to determine the construction value based upon occupancy and building type.) The changes are applied July 1 st of each year.	New Structure (Includes all associated electrical, mechanical, plumbing & zoning inspections)	For building area < or = 1,300 square feet use ICC table value x sf x 0.004, in addition, building area > 1,300 sf use ICC table value x 0.005.
	Building Addition (Includes all associated electrical, mechanical, plumbing & zoning inspections)	\$75 per trade
	Alteration (Includes inspections for permitted trades (Trades = B, E, P, M))	\$75 per trade
	Repair (Includes inspections for permitted trades (Trades = B, E, P, M))	\$75 per trade
	Manufactured Dwelling (Includes all associated electrical, mechanical, plumbing & zoning inspections)	\$200
	Modular Dwelling (Includes all associated electrical, mechanical, plumbing & zoning inspections)	\$300
	Accessory Structure	\$75 per trade

	Deck Addition	\$75 per trade
	Screen Porch Addition	\$75 per trade
	Swimming Pool	\$75 per trade
Residential Plan Review	Applies only to attached housing. Fee covers the entire building containing the attached units.	\$100
Change of Occupancy Residential Driveway NC Homeowner Recovery Fee	Change of Occupancy Only	\$150
	Inspection	\$30 per driveway
	(Mandatory State fee applied to any type of CR permit for a SF dwelling issued to a licensed general contractor; \$1.00 is retained & \$9.00 sent to State)	\$10
Residential Provisional Power	Application	\$100
Residential Temporary Certificate of Occupancy	Application	\$100
Residential Construction Minimum Fee	For unlisted items	\$75 per trade

Residential Over-The-Counter Permit		
Trade	Sub-Item/ Description	Fee
Building	Re-Roofing	\$75
	Window Replacement (>\$15,000 value)	\$75
	Siding Replacement (>\$15,000 value)	\$75
Electrical	New Service	\$75
	Service Upgrade	\$75
	Sub-Panel	\$75
	Outlets and Fixtures	\$75
	Temporary Service	\$75
	Generator	\$75

Mechanical	HVAC Unit Addition or Replacement	\$75 per unit
	Duct Work Only	\$75
	Fuel Line Only	\$75
	Fuel Appliance (Includes fuel line inspection)	\$75 per appliance
Plumbing	Service Line – Water Line Only	\$75
	Service Line – Sewer Line Only	\$75
	Service Line – Water and Sewer Line	\$75
	Fixtures and Connections	\$75
	Water Heater – Electric	\$75
	Water Heater – Gas	\$75
Miscellaneous	Small Accessory Structure (Less than 12' x 12' x 12' dimensions)	\$25

Commercial Construction Permit		
Item	Sub-Item/ Description	Fee
Commercial Plan Review	Applies to Permit Update records as well.	\$100
Construction (To calculate construction fees, the schedule uses the February version of the International Code Council (ICC) Building Valuation Data (BVA) rounded to the nearest whole number to determine the construction value based upon occupancy and building type.) The changes are applied July 1 st of each year.	New Structure (Includes all associated electrical, mechanical, plumbing & zoning inspections)	For building area < or = 20,000 square feet use ICC table value x sf x 0.004, in addition, for building area > 20,000 sf use ICC table value x 0.0015.
	Addition (Includes all associated electrical, mechanical, plumbing & zoning inspections)	For building area < or = 20,000 square feet use ICC table value x sf x 0.004, in addition, for building area > 20,000 sf use ICC table value x 0.0015.
	Alteration–Area Based (Includes all associated electrical, mechanical, plumbing & zoning inspections)	(For building area < or = 20,000 square feet use ICC table value x sf x 0.004, in addition, for building area > 20,000 sf use ICC table value x 0.0015) x 50%

Trade-based calculations	Alteration–Non-Area Based (Includes all associated electrical, mechanical, plumbing & zoning inspections)	\$100 per trade
	Alteration–Roof Replacement (Includes all associated electrical, mechanical, plumbing & zoning inspections)	\$30 per \$5,000 sq. ft. of roof replacement area plus \$100 per trade (Electrical, Plumbing & Mechanical)
	Modular (Includes all associated electrical, mechanical, plumbing & zoning inspections)	\$500 per unit
	Swimming Pool (Includes inspections for permitted trades)	\$100 per trade
	Deck Addition (Deck addition to existing building) (Includes inspections for permitted trades)	\$100 per trade
	Repair (Includes inspections for permitted trades (B, E, M, P)). Note: “Plan Review Fee” would not apply.	\$100 per trade
	Outdoor Advertising Sign (Includes all associated inspections)	\$400
	Communication Tower (Includes all associated inspections)	\$400
	Wall (Structural inspections only)	\$1.50 per linear ft.; Min. \$50.00
Fire Protection	Access Control - Fire	\$50
	Access Control - Electrical	\$50

Automatic Fire Extinguishing System – Sprinkler with or without Standpipe	\$150
Automatic Fire Extinguishing System – Clean Agent	\$100
Automatic Fire Extinguishing System – Dry Chemical	\$100
Automatic Fire Extinguishing System – UL-300 Hood System	\$100
Automatic Fire Extinguishing System – CO ₂ Inert Gas	\$100
Automatic Fire Extinguishing System – Other System	\$100
Battery System	\$100
Compressed Gas	\$100
Cryogenic Fluid	\$100
Fire Alarm and Detection System – Manual Fire Alarm System Only	\$100
Fire Alarm and Detection system – Automatic Fire Alarm System	\$150
Fire Alarm and Detection system – Electrical	\$50
Fire Pumps	\$100
Flammable and Combustible Liquid – Install, Repair or Modification	\$100
Flammable and Combustible Liquid – Tanks (Removal or Installation)	\$100 per tank
Hazardous Material	\$100
Industrial Oven	\$100
Private Fire Hydrant	\$100
Spraying or Dipping	\$100
Standpipe System	\$100
Temporary Membrane Structures and Tents – 400 sq. ft. to 1200 sq. ft.	\$50 per tent

	Temporary Membrane Structures and Tents – Greater than 1200 sq. ft.	\$100 per tent
	Underground Flush	\$50
Change of Occupancy	Change of Occupancy Only (For Single Trade/Stand Alone Applications)	\$150
Commercial Driveway	Inspection	\$50 per driveway
ABC Code Compliance	Application (Do not apply to new buildings)	\$75
Commercial Provisional Power	Application	\$200
Commercial Temporary Certificate of Occupancy	Application	\$250
Commercial Construction Minimum Fee	For unlisted items	\$100 per trade

Commercial Over-The-Counter Permit		
Trade	Sub-Item/ Description	Fee
Electrical	Replacement (For replacement of same size receptacles, outlets & fixtures)	\$100
	Minor Work – Relocation and/or up to 5 new devices (For addition of new receptacles, outlets & fixtures)	\$100
	Minor Low Voltage Work – Relocation and/or up to 5 new devices (For low voltage drops & devices)	\$100
	Temporary Service – 60 amps or less	\$100
	Temporary Service – Greater than 60 amps	\$100
	Service Upgrade – 200 amps or less	\$100
	Service Upgrade – Greater than 200 amps	\$100

Mechanical	HVAC Unit Replacement (For replacement of same size unit)	\$100 per unit
Plumbing	Water Line Replacement	\$100
	Sewer Line Replacement	\$100
	Fixture Replacement	\$100
Fire Protection	Sprinkler System Heads – Relocation and/or up to 10 new heads	\$75
	Fire Alarm: Detection System Devices – Relocation and/or up to 5 new devices	\$75
	Fire Alarm: Detection System Devices – Electrical	\$75
Building	Expedited Showroom	\$500
	Interior Demolition Only	\$150 all trades

Structure Removal Permit		
Item	Sub-Item/ Description	Fee
Residential Structure	Demolition	\$100
	Moved Structure	\$150
Commercial Structure	Demolition	\$200
	Moved Structure	\$150

Sign Permit		
Item	Sub-Item/ Description	Fee
Sign Plan Revision	Revision to an approved plan	\$25
Zoning Compliance		\$50 per sign
Structural Compliance		\$75
Electrical Compliance		\$75

Zoning Compliance Permit		
Item	Sub-Item/ Description	Fee
Standard Permit		\$50
Temporary Use Permit		\$50
Residential Fence Permit		\$25
Non-Residential Fence Permit		\$50
ABC Code Compliance	Zoning Inspection (site visit)	\$75

Permit Assessment		
Item	Sub-Item/ Description	Fee
Residential – Reinspection	Building, Electrical, Mechanical, and Plumbing	\$50 per inspection
Commercial – Reinspection	Building, Fire, Electrical, Mechanical, and Plumbing	\$75 per inspection
Work without a Permit		[Permit Fee] x 2
After Hours Inspection	(Note: Fee applied per hour & per trade; min. of 2 hours assessed)	\$100 per hour
Document Management	Applied when significant (more than 15 minutes) of staff time is spent preparing electronic documents for review).	\$50
Document Scanning	Page sizes greater than 11"x17" (Max 30 pages)	\$5 per page
Record Conversion	Applied when a request needs to be converted from one record type to another.	\$25
Code Compliance Inspection	Initial site inspection conducted on all projects done by "Unlicensed" (including Owners) contractors.	\$50

Energy Efficiency Permit Rebates		
Item	Sub-Item/ Description	Rebate
Residential New Construction	USGBC Leadership in Energy and Environmental Design (LEED) Certification	50% of [Permit Fee]; Max. \$500
	NC Healthy Built Home Certification	50% of [Permit Fee]; Max. \$500
	USEPA Energy Star Certification	50% of [Permit Fee]; Max. \$500
	NAHB Model Green Building Home Guideline Certification	50% of [Permit Fee]; Max. \$500
	ICC/NAHB National Green Building Standard Certification	50% of [Permit Fee]; Max. \$500
Residential Construction	Geothermal Heat Pump	\$40
	Photovoltaic Energy System	\$40
	Solar Hot Water Heating	\$40
	Gray/Rain Water Collection	\$40
	Tankless Hot Water Heating	\$40
Commercial Construction	Geothermal Heat Pump	\$80
	Photovoltaic Energy System	\$80
	Solar Hot Water Heating	\$80
	Gray/Rain Water Collection	\$80
	Tankless Hot Water Heating	\$80

Module 5 Code Violations

Module V pertains to the costs associated with the abatement of public nuisance violations. Fees are intended to offset a portion of the City's cost for administering and processing the abatement of a violation.

Administrative Abatement Cost		
Item	Sub-Item/ Description	Fee
Administrative Abatement Cost	Public Nuisance Code - Abatements	\$100
Vehicle Release	Vehicle Release from Impoundment	\$150