



City of Burlington, VT
Department of Planning and Zoning

Fee Schedule

Effective July 1, 2009

Development Applications and Permits	Fee
<u>Awning Permit:</u>	
A. Awning <u>with</u> a Sign: (per awning with signage)	1. \$10 filing fee; <u>and</u> , 2. \$80 per awning
B. Awning <u>without</u> Sign: (Treated as a Basic or COA Level 1)	\$70
<u>Fence Permit:</u>	\$45
<u>Sign Permit:</u> (<i>per sign</i>) (<i>Awnings with signage subject to fee listed above</i>)	1. \$10 filing fee; <u>and</u> , 2. \$80 per sign.
<u>Sketch Plan Review:</u>	
A. Initial Review (<i>per Board</i>)	\$300 per request
B. Subsequent Review (<i>per Board</i>)	\$250 per request
<u>Basic Zoning Permit:</u>	\$70
<u>Certificate of Appropriateness (COA) Level I:</u> (<i>Estimated Construction Cost (ECC) of \$21,000 or less</i>)	\$70
<u>Certificate of Appropriateness (COA) Level II:</u> (<i>Estimated Construction Cost (ECC) greater than \$21,000</i>)	
A. <u>Application Fee</u>	1. \$110; <u>and</u> , 2. \$2/\$1,000 ECC; <u>or</u> \$0.10/sqft.; whichever is greater
B. <u>Development Review Fee</u> (<i>due prior to release of the permit</i>)	\$4.50/\$1,000 of ECC; <u>or</u> \$0.25/sqft.; whichever is greater
<u>Certificate of Appropriateness (COA) Amendment:</u> (<i>based upon original ECC of total project</i>)	1. \$110; <u>and</u> , 2. \$0.50/\$1,000 ECC

Development Applications and Permits	Fee
<u>Certificate of Appropriateness (COA) Level III:</u> <i>(Planned Unit Development, Lot line Adjustment and Lot Merger, or Subdivision; includes Major Impact Review Fee where applicable):</i>	
A. Preliminary Plat	
1. <u>Application Fee</u>	1. \$300 per lot or unit; <u>or</u> \$200 <u>and</u> \$2/\$1,000 ECC; <u>or</u> \$0.10/sqft.; whichever is greater
2. <u>Development Review Fee</u> <i>(due prior to release of the DRB Approval)</i>	\$3/\$1,000 ECC; <u>or</u> \$0.20/sqft.; whichever is greater
B. Final Plat	
1. <u>Application Fee</u>	1. \$10 filing fee; <u>and</u> , 2. \$300 per lot or unit; <u>or</u> \$200 <u>and</u> \$2/\$1,000 ECC; <u>or</u> \$0.10/sqft.; whichever is greater
2. <u>Development Review Fee</u> <i>(due prior to release of the permit)</i>	\$3/\$1,000 ECC; <u>or</u> \$0.20/sqft.; whichever is greater
C. Preliminary/Final Combination	
1. <u>Application Fee</u>	1. \$10 filing fee; <u>and</u> , 2. \$300 per lot or unit; <u>or</u> \$200 <u>and</u> \$4/\$1,000 ECC; <u>or</u> \$0.10/sqft.; whichever is greater
2. <u>Development Review Fee</u> <i>(due prior to release of the permit)</i>	\$3/\$1,000 ECC; <u>or</u> \$0.20/sqft., whichever is greater
D. Lot Line Adjustment/Lot Merger	\$70 per lot involved
<u>Conditional Use, Variance, and Appeals:</u>	
A. Conditional Use and Variance <i>(in addition to applicable COA application fee and paid at the time of application)</i>	\$135
B. Conditional Use - Major Impact <i>(in addition to applicable COA application fee and paid at the time of application)</i>	1. \$210; <u>and</u> , 2. \$1.10/\$1,000 ECC; <u>or</u> \$0.10/sqft.; whichever is greater
C. Conditional Use - Major Impact Review Amendment <i>(based upon the ECC of the <u>total</u> project)</i>	1. \$210; <u>and</u> , 2. \$1/\$1,000 ECC
D. Appeals to DRB: Appeals of Administrative Officer decisions to the Development Review Board	\$135
E. Appeals to VEC: Appeals of Development Review Board decisions to the VT Environmental Court.	\$250 ¹

¹ For information only: Fee assessed by, and paid to, the VT Environmental Court.

Burlington Department of Planning and Zoning – FY2010 Fee Schedule

Other Fees	Fee
<u>Zoning Certificate of Occupancy:</u>² (by Code Enforcement Office)	
A. Final Certificate of Occupancy	1. \$20 <u>and</u> , 2. 10% of the zoning permit application fee.
B. Temporary Certificate of Occupancy	\$150 per site visit
<u>Zoning Compliance Report Request:</u>³ (by Code Enforcement Office)	
	\$35
<u>Documents, Copies, etc.</u>	
A. Audio Tapes	\$3.50 per tape
B. File Research	\$20.00 per hour
C. <u>Planning Documents:</u> Municipal Development Plan, Comprehensive Development Ordinance, etc.	actual cost of publication (hardcopy or CD)
D. Postage and Handling	\$4.00 (in state) \$5.00 (out of state)
E. Photocopies	\$0.10 per page
F. Paper Zoning Map (24x36, color)	\$15.00 per map
G. Digital Maps (PDF format and emailed only)	no charge
<u>Land Records Filing Fee</u> (per page)	
	\$10.00 ⁴

Fee Schedule Notes:

- A. All development review and permit fees include a \$10 filing fee assessed by the Burlington Clerk and Treasurer’s Office as required by state statute unless otherwise noted.
- B. All development review and permit fees are due at the time of application unless otherwise noted and are non-refundable. Check should be made payable to the “City of Burlington.” Credit cards are not currently accepted.
- C. Permit applications resulting from a zoning Notice of Violation are subject to double or triple the application fee as specified under Sec. 2.7.8 of the *Burlington Comprehensive Development Ordinance*.
- D. “ECC” is the Estimate Construction Cost as specified under Sec. 3.2.4 (a) of the *Burlington Comprehensive Development Ordinance*.

² For information only: Fee assessed by, and paid to, the Burlington Code Enforcement Office.

³ For information only: Fee assessed by, and paid to, the Burlington Code Enforcement Office.

⁴ For information only: Fee assessed by, and paid to, the Burlington Clerk and Treasurer’s Office.