

**City of Lilburn
FY2025-2026 Fee Schedule**

Taxes

2025 Millage Rate	TBD
Lodging Accommodations Tax	3%

Plan Reviews

DEVELOPMENT PLAN REVIEW Residential

Concept or Sketch Plan	\$250
Preliminary, Exemption or Minor Subdivision Plat -Land Subdivision only- (1 Site Visit)	\$500
Site Development Review	\$950
Final Plat	\$500
Amendments - full set, sheet, or hydro study, following approval	\$100

DEVELOPMENT PLAN REVIEW Non-Residential and Multi-Family Residential

Concept Plan	\$250
Preliminary Plat- Land sub-division only	higher of 10/lot or \$250
Preliminary Plan w/construction documents	\$500
Site Development Review	\$950
Final Plat	higher of 10/lot or \$500
Amendments-Full set, sheet or hydrology study, following SDP approval	\$100

BUILDING PLAN REVIEW (NEW OR ADDITION)

≤ 20,000 SF	\$300
20,001-100,000 SF	\$500
>100,000 SF	\$1,000
Amendments	\$100

BUILDING PLAN REVIEW (SHELL, INTERIOR FINISH, RENOVATION, ALTERATION) or WALL

Plan Review	\$100 per trade	\$100 - \$300
Minor Review Fee		\$100
Engineered retaining wall (engineering services required)		\$400
Amendments		\$100

Development Permits

BASE FEE	* 2% Art Fee Applies (unless noted otherwise)	TOTAL
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LAND DISTURBANCE (clearing, grubbing, limited grading only)

Clearing, Grubbing	\$ 40 Per disturbed acre (rounded up to 10th of acre)	TBD
NPDES PERMIT FEE**	\$ 80 Per disturbed acre (rounded up to 10th of acre)	TBD

** \$40/ac to Lilburn, \$40/ac to EPD - provide EPD receipt w/NOI, no Art Fee

DEVELOPMENT PERMIT*

Residential	\$50/lot or \$100/acre (min. 1 ac.), whichever is greater	\$51/lot or 102/acre
Multi-Family	\$40/unit or \$100/acre (min. 1 ac), whichever is greater	\$41/unit or 102/acre
Non-Residential	\$100/acre, (min. 1 ac)	\$102/acre

Building Permits

BASE FEE	* 2% Art Fee Applies (unless noted otherwise)	TOTAL FEE
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BUILDING PERMIT MINIMUM*

Residential	\$100	\$102
	+ \$50 CO/CA if applicable	\$51
Commercial	\$200	\$204
	+ \$75 CO/CA if applicable	\$76

BUILDING PERMIT*, unless minimum applies, CA/CO is in addition to building permit fees.

\$7 per \$1000 of value (multiplier =.007)

New construction/Addition	\$7.00 per \$1,000 of valuation	TBD
New construction - Shell	20% x \$7.00 per \$1,000 of valuation	TBD
Alteration of Existing Structure	40% x \$7.00 per \$1,000 of valuation	TBD
Interior Finish	80% x \$7.00 per \$1,000 of valuation	TBD
Accessory Structure	\$7.00 per \$1,000 of valuation	TBD

MISCELLANEOUS BUILDING PERMIT*, unless minimum applies, CA/CO is in addition to building permit fees.

Pool Permit	\$7 per \$1,000 of valuation	TBD
Retaining Wall	\$7.00 per \$1,000 of valuation	TBD
Demolition - Entire Structure	5% x \$7.00 per \$1,000 of valuation	TBD
Demolition - Interior Work	Flat fee	Resident: \$100, Comm: \$175

**City of Lilburn
FY2025-2026 Fee Schedule**

TRADE PERMIT* (Mechanical, Electrical, Plumbing, Utility Connect, Temp. Power Pole, and Roof Repair)

Residential	\$50	\$51
Commercial	\$125	\$129

CERTIFICATES OF OCCUPANCY/COMPLIANCE/CERTIFICATE OF APPROVAL*

Temporary CO	\$50	\$51
Residential CO or CA	\$50	\$51
Commercial CO or CA	\$100	\$102
New Tenant/Use, Business Name/Ownership Change		
Compliance Inspection - STR	\$100	\$102
Short Term Rental Certificate	\$100	\$102
STR Re-Inspection Fee	\$75	\$76

Telecommunications Facility Fees

Tall Structure Permit/Communication Tower NEW TSP	\$6,000	\$6,000
Annual Registration of Communication Towers	\$100 per tower 1st annual registration; \$50 per tower per year for each annual registration thereafter	TBD
Small Wireless Facility: Colocate on existing pole (non-city pole) in City ROW	\$100 application fee; 2023 ROW occupancy fee \$100	TBD
Small Wireless Facility: Colocate on existing pole (city pole) in City ROW	\$100 application fee; 2023 ROW occupancy fee with attachment fee for colocation on city pole \$140	TBD
Small Wireless Facility: On replacement pole (non-city pole) in City ROW	\$250 application fee; 2023 ROW occupancy fee \$100	TBD
Small Wireless Facility: On replacement pole (city pole) in City ROW	\$250 application fee; 2023 ROW occupancy fee with attachment fee for replacement city pole \$140	TBD
Small Wireless Facility: On new pole (non-city pole) in City ROW	\$1,000 application fee; 2023 ROW occupancy fee \$200	TBD
Small Wireless Facility: On new pole (City pole) in City ROW	\$1,000 application fee; 2023 ROW occupancy fee with attachment fee on city pole \$240	TBD

OTHER PERMITS/FEES	BASE FEE	* 2% Art Fee Applies (unless noted otherwise)	TOTAL
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SIGN PERMITS*

Wall Signs

Non-Electric <=32 sf	\$25	\$25
Non-Electric > 32 sf	\$75	\$76
Electric	\$175	\$178

Ground/Monument Signs

Non-Electric <= 32 sf	\$75	\$76
Non-Electric > 32 sf	\$125	\$127
Electric/Add Lighting	\$225	\$229

Oversized/Billboard Signs

Only Variable Message	\$500	Requires continuous space in normal daily sequence for city at no cost. Distance requirements apply.	\$510
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Temporary Signs

Banner/Flag (Sec.113-10, 1-3)	\$25	\$25
Subdivision sign* (Sec.113-17, 10)	\$125	\$127

*not exempt per Sec. 113-12(11) real estate sign

TEMPORARY USE PERMITS*

Temp Use Permit	\$50	Temp. structures, tents, or events - may require inspection, does not include added temp signs	\$51
Mobile Food Vending Permit	\$25	Per mobile food vendor with temp use permit only	\$26

RE-PERMITTING*

After Expiration Date	Re-Permit Full	TBD
No Activity after six months	Re-Permit Full	TBD

RE-INSPECTION/CODE ENFORCEMENT FEES

1st Re-inspection, 2nd Code Enforcement visit	\$50
2nd Re-inspection (same violation), 3rd Code Enforcement visit	\$100

**City of Lilburn
FY2025-2026 Fee Schedule**

3rd Re-inspection or more (same violation), 4th Code Enforcement visit	\$150
Special Inspection (necessary/requested same day)	\$65

REPLACEMENT PLACARD

Replacement Placard Fees	\$25
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CONSTRUCTION WITHOUT A PERMIT

Penalty for any construction/installation prior to Permit issuance (includes review and certificate)	100%
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VACANT BUILDING

Vacant/Foreclosed Property Registration Fee	\$100
Boarding Up Permit Fee	\$100

LAND USE APPLICATIONS

REZONING

Less than 1 acre	\$500
1.0 to 4.9 acres	\$1,000
5.0 to 9.9 acres	\$1,250
10.0 to 19.9 acres	\$1,500
20.0 to 24.9 acres	\$1,750
25 acres or greater	\$2,000
CHANGE IN CONDITIONS	\$500

SPECIAL USE PERMITS

Less than one acre	\$500
1 – 5 acres	\$1,000
6 – 10 acres	\$1,250
Change in Conditions	\$500
Applicant requested table, after PH advertised	50% of original application

VARIANCES

Administrative	\$100 + \$25 additional on same property	TBD
ZBA Public Hearing Required	\$500 + \$25 additional on same property	TBD
Modification of DR	\$200 per modification requested	TBD

WAIVER OF DEVELOPMENT REGULATIONS

Waiver Fee	\$300
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ZONING CERTIFICATION LETTER

Fee may be waived for Lilburn residents or business owners	\$25
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ANNEXATION APPLICATION

Property Owner's Request	\$100
Initiated by City of Lilburn	No Fee

BUSINESS LICENSES

OCCUPATIONAL TAXES

Class 1	\$.65 per \$1,000 of gross receipts, min. \$50 + \$75 annual admin fee	TBD
Class 2	\$.78 per \$1,000 of gross receipts, min. \$50 + \$75 annual admin fee	TBD
Class 3	\$.91 per \$1,000 of gross receipts, min. \$50 + \$75 annual admin fee	TBD
Class 4	\$1.04 per \$1,000 of gross receipts, min. \$50 + \$75 annual admin fee	TBD
Class 5	\$1.17 per \$1,000 of gross receipts, min. \$50 + \$75 annual admin fee	TBD
Class 6	\$1.30 per \$1,000 of gross receipts, min. \$50 + \$75 annual admin fee	TBD

*If paid after April 30, a 10% late fee applies. If paid after May 1, penalty increases by 1.5% per month.

*Occupational Tax transfer fee is \$20.

LICENSES/PERMITS

Professional License	\$400	
Financial Institution Tax	.25% gross receipts, min. \$1,000	TBD
Insurance Business License (out of state)	\$75	
Solicitor License	\$25	
Permit to Sell Precious Metal	\$25	
Alcohol Server Permit	\$25	
Additional Server Permit Card	\$5 per location	
CSTTOM Agent Permit	\$150	
Taxi Operating License	\$100	
Adult Entertainment License*	\$300 application fee + \$750 annual regulatory fee	TBD
Pawn Broker Permit*	\$25 annual admin fee + \$100 annual license fee	\$125

**City of Lilburn
FY2025-2026 Fee Schedule**

CSTTOM License*	\$75 annual admin fee + \$2,500 annual regulatory fee	\$2,575
Pain Management License*	\$75 annual admin fee + \$750 annual regulatory fee	\$825
Hookah Bar/Lounge License*	\$75 annual admin fee + \$100 annual regulatory fee	\$175
Road Closure Permit	\$100 per day + cost of required Police Officers	TBD
Temporary Use Permit or Film Permit		\$50

*Business owner must pay annual occupational taxes in addition to the stated license/permit fees.

ALCOHOL LICENSES AND TAXES

ALCOHOL LICENSES

Retail Package - Beer	\$250 application fee + \$850 annual license fee	TBD
Retail Package - Wine	\$250 application fee + \$850 annual license fee	TBD
Retail Package - Beer & Wine	\$250 application fee + \$1,700 annual license fee	TBD
Retail Package - Beer, Wine, Distilled Spirits	\$500 application fee + \$6,000 annual license fee	TBD
Retail Package - Distillery	\$250 application fee + \$500 annual license fee	TBD
On-Premise Consumption - Beer	\$500 application fee + \$850 annual license fee	TBD
On-Premise Consumption - Wine	\$500 application fee + \$850 annual license fee	TBD
On-Premise Consumption - Beer & Wine	\$500 application fee + 1,700 annual license fee	TBD
On-Premise Consumption - Beer, Wine, Distilled Spirits	\$500 application fee + \$7,200 annual license fee	TBD
On-Premise - Distillery Tasting Room	\$500 application fee + \$500 annual license fee	TBD
Retail Package & On-Premise Consumption - Wine Shop	\$500 application fee + \$850 annual license fee	TBD
On-Premise: Personal Service License	\$250 application fee + \$300 annual license fee	TBD
On-Premise: Art Shop License	\$250 application fee + \$300 annual license fee	TBD
Retail Package & On-Premise: Brewery	\$250 application fee + \$500 annual license fee	TBD
Retail Package & On-Premise: Growler	\$250 application fee + \$500 annual license fee	TBD
Outside Temporary Event License		\$100
Beer & Wine Amenity License		\$50
Special Event Alcohol License	*Businesses in Old Town get 50% discount	\$100

*Alcohol license renewals are due Nov 30th. A 20% late fee applies if paid Dec 1 - 30. After Jan 1, licensee must reapply.

*At time of application, an additional license for a secondary location is \$5.00.

ALCOHOL EXCISE TAXES

Malt Beverage by the Barrel	\$6 per 15.5 gal container	TBD
Malt Beverage by Bottle of Can	\$0.05 per 12 ounces	TBD
Wine by Package	\$0.22 per liter	TBD
Distilled Spirits	\$0.22 per liter	TBD
Per Drink Excise Tax (distilled spirits)	3% retail price of drink	TBD

Wholesalers must pay by the 10th of each month to avoid late penalty of \$100 per month.

On-premise consumption licensees selling distilled spirits must pay per drink excise tax by the 20th of each month to avoid late penalty of \$100 per month.

FRANCHISE FEES

Telecomm Franchise Fee - Phone/Fiber	3% gross receipts	TBD
Telecomm Franchise Fee - Cable	5% gross receipts	TBD
Telecomm Franchise Fee - Gas	5% gross receipts	TBD
Sanitation Franchise Fee - Residential	3% gross receipts	TBD
Sanitation Franchise Fee - Commercial	6% gross receipts	TBD

2025 FEES FOR CITY SERVICES

Residential Sanitation Fee	Admin fee is \$18/yr; Collection & disposal fee is \$230.40/yr	\$248.40
Street Light Fee	Each parcel benefiting from a public street light pays a proportionate amount based on linear feet of frontage and the city's total street light bill	TBD
Transaction Fees for Online Payments	Up to 6% of transaction amount	TBD
Election Qualifying Fee - Mayor		\$150
Election Qualifying Fee - Council		\$105
PD Accident/Incident Report	\$5.00 + \$0.10/page if over 10 pages; \$10 for CD	TBD
Fingerprinting Fees		\$10
Background Checks		\$12.50
Violator Citation Fee per citation		\$25.00

**City of Lilburn
FY2025-2026 Fee Schedule**

Bad Check Fees	\$35 or 5%, whichever is greater	TBD
False Alarm Fees	1st false alarm	\$0
	2nd false alarm	\$25
	3rd false alarm	\$50
	4th false alarm or more	\$100
Open Records Request	\$0.25/page + admin cost of lowest paid FT employee	TBD
Filing Fee (appeal a decision to City Council)		\$500
FiFa Charge - Add or Remove lien	\$22 if delinquent \$<\$100, \$32 if delinquent \$>\$100	TBD

RENTALS *10% discount on hourly rental rate for schools, churches, nonprofits

GARTRELL NASH PAVILION

Whole Pavilion (resident)	\$100 deposit + \$110 for 1st two hours; \$55/hr thereafter	TBD
Whole Pavilion (non-city resident)	\$100 deposit + \$160 for 1st two hours; \$80/hr thereafter	TBD

MEETING ROOMS

PRESTON ROOM	\$100 deposit + \$25 for 1st hour, \$15/hr thereafter, additional fees for attendant	TBD
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Other Events *10% discount on park use permit for schools, churches, nonprofits outside city limits

5K Run/Walk Event	Application Fee: \$25 non-refundable Deposit: \$300 refundable 5K Run/Walk Fee: \$300 + Cost of Off-Duty Police Officer
Co-Sponsored Event	Application Fee: \$25 non-refundable Deposit: \$250 per day refundable Co-Sponsored Event Fee Attendance < 2,000: \$1,000 + 50% cost of staff Co-Sponsored Event Fee Attendance between 2,000 and 4,999: \$1,500 + 50% cost of staff Co-Sponsored Event Fee Attendance > 5,000: \$2,500 + 50% cost of staff

*City staff fees include fees for Police (min. 4 hours), Public Works, Event Planning, and/or Park Attendants (min. 2 hours).

*Insurance required at \$1M single-limit coverage per occurrence for both bodily injury and property damage with endorsement naming City of Lilburn as additional insured under the policy.