

**CITY OF LILBURN, 2023 FEE SCHEDULE**

**Taxes**

2023 Millage Rate	4.430
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	TBD
Minor Review Fee		\$100
Engineered retaining wall (engineering services required)		\$400
Amendments		\$100

**Development Permits**

BASE FEE	* 2% Art Fee Applies (unless noted otherwise)	<b>TOTAL</b>
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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)	<b>TOTAL FEE</b>
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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

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

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

New construction	\$7 per \$1000 Calculated (ICC) const.cost	TBD
	*Art Fee multiplier 0.0075 for bldg cost >\$750K	TBD
Addition	\$7per \$1000 of higher of ICC OR Given Const. Cost	TBD
Shell/Spec/White Box Bldg	\$7 per \$1000 Calculated (ICC) const.cost -20%	TBD
Alteration/Renovation/IF	\$7 per \$1000 of higher of ICC or given const. cost	TBD

**TRADE PERMIT\*** (Mechanical, Electrical & Temp Power Pole, Plumbing, Utility Connect, and non-structural Roof Repair

Residential	\$50	\$51
Commercial	\$125	\$127

**CERTIFICATES OF OCCUPANCY/COMPLIANCE/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 Compliance	\$100	\$102
STR Re-Inspection	\$75	\$76

**DEMOLITION PERMIT\***

Residential Demo	\$100	\$102
Commercial Demo	\$175	\$178
Demo Plan Review Fee	\$200 Commercial Only, no Art Fee	\$200

**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

**CITY OF LILBURN, 2023 FEE SCHEDULE**

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

1st Re-inspection		\$50
2nd Re-inspection (same violation)		\$100
3rd Re-inspection or more (same violation)		\$150
Special Inspection (necessary/requested same day)		\$65

**REPLACEMENT PLACARD**

Replacement Placard Fees		\$25
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**CODE ENFORCEMENT FEES**

2nd Code Enforcement visit/inspection		\$50
3rd Code Enforcement visit/inspection		\$100
4th Code Enforcement visit/inspection		\$150

**CONSTRUCTION WITHOUT A PERMIT**

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

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

CITY OF LILBURN, 2023 FEE SCHEDULE

**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
<b>CHANGE IN CONDITIONS</b>		\$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 legal ad for Public Hearing published (at Director's discretion)		\$250 up to 50% of zoning fee

**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	.0005% gross receipts, min. \$50 + \$75 annual admin fee	TBD
Class 2	.0006% gross receipts, min. \$50 + \$75 annual admin fee	TBD
Class 3	.0007% gross receipts, min. \$50 + \$75 annual admin fee	TBD
Class 4	.0008% gross receipts, min. \$50 + \$75 annual admin fee	TBD
Class 5	.0009% gross receipts, min. \$50 + \$75 annual admin fee	TBD
Class 6	.0010% 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
<del>Alcohol Delivery Permit</del>		<del>\$50</del>
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
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.

**CITY OF LILBURN, 2023 FEE SCHEDULE**

**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	\$200 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
On-Premise: Personal Service License	\$200 application fee + \$300 annual license fee	TBD
On-Premise: Art Shop License	\$200 application fee + \$300 annual license fee	TBD
Retail Package & On-Premise: Brewery	\$200 application fee + 500 annual license fee	TBD
Retail Package & On-Premise: Growler	\$250 application fee + \$850 annual license fee	TBD
Outside Temporary Event License		\$100
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

**CITY SERVICES**

Residential Sanitation Fee	Admin fee is \$18/yr; Collection & disposal fee is \$208.92/yr	\$226.92
Street Light Fee	Each parcel benefiting from a public street light pays a portionate 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
Bad Check Fees	\$30 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 Manager)		\$100
Filing Fee (appeal a decision to City Council)		\$500
FiFa Charge - Add or Remove lien		\$10

**CITY OF LILBURN, 2023 FEE SCHEDULE**

**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 refundable deposit + \$25 for 1st hour, \$15/hr thereafter	TBD
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\*Additional fees may apply if attendant is needed

**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.