



DEVELOPMENT SERVICES
 700 NORTH GARDEN STREET
 COLUMBIA, TN 38401
 PHONE: (931) 560-1560
 FAX: (931) 560-1541

PLANNING FEE SCHEDULE

*Payable upon Submission of Application
 Non-refundable Except as Provided in Refund Policy*

Comprehensive Plan Amendment¹

Submittal Fee	\$ 300
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Annexation with CD-3L Base Zoning

Submittal Fee (10 acres or less); plus	\$ 300
Next 90 acres or fraction thereof; plus	\$20/acre
All over 100 acres or fraction thereof	\$3/acre

Zoning Map Amendment "Rezoning" (§8.5.19)

Submittal Fee (10 acres or less); plus	\$ 450
Next 90 acres or fraction thereof; plus	\$30/acre
All over 100 acres or fraction thereof	\$5/acre

Planned Unit Development (§8.5.21)

Preliminary Development Plan

Submittal Fee (PUD-R and PUD-MU); plus	\$ 500
PUD-R and PUD-MU; and/or	\$25/dwelling unit
PUD-MU (non-residential acreage)	\$50/acre

Final Development Plan

PUD-R	\$ 250
PUD-MU	\$ 300

Revision of a Master Plan requiring Planning Commission Approval	100% of original fee
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Major Site Development Plan (§8.5.6)

New Multi-Family Residential Sites, Buildings, and Additions

Submittal Fee; plus	\$ 500
Residential Units	\$10/unit

New Non-Residential and/or Mixed-Use Sites, Buildings, and Additions

Submittal Fee; plus	\$ 500
First 10,000 square feet of all floor area; plus	\$0.05/square foot
All floor area over 10,000 square feet	\$0.02/square foot

Development Plan submitted with Preliminary Plat	\$10/unit
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Revision of Plan Requiring Planning Commission Approval (§8.5.6.D.3); plus	50% of original fee
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Renewal of Expiring Site Plan without Changes (§8.5.6.D.1-2) ²	100% of original fee
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Alternative Performance	\$500
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¹ Must be accompanied by a request for rezoning.

² Paid with building permit or site construction plan review, as applicable.

Minor Site Development Plan (§8.5.6)³

Administrative Development Plan Approval (§8.5.6.R)	\$500
Renewal of Expiring Site Plan without Changes (§8.5.6.D.1-2)	100% of original fee

Heavy Manufacturing Permit (§8.5.22)

Submittal Fee	\$300
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Board of Zoning Appeals (§8.5.16/8.5.17)

Appeal Of Planning Department Determination ⁴	\$ 300
Zoning Variance Owner-Occupied Residential	\$ 200
Zoning Variance	\$ 400
Conditional Use	\$ 300

Architectural Design Review (§8.5.15)

Design Review for Planned Unit Development	\$ 150
Design Review for structures in Special Districts (SD-LI, SD-HI, SD-INT)	\$ 100
Alternative Compliance - ARC	\$500
Alternative Compliance - ZA	\$300
Design Review Appeals	\$50

Historic Zoning Commission (§8.5.13)

Non-Residential/Non-Owner-Occupied Residential/Signs	
Certificate of Appropriateness - Commission; plus	\$ 150
Certificate of Appropriateness - Administrative	\$ 75
Owner-Occupied Residential	
Certificate of Appropriateness - Commission	\$ 25
Certificate of Appropriateness - Administrative	No Charge
After the Fact Request for Certificate of Appropriateness/Multiple Reviews ⁵	\$300

Heavy Manufacturing Permit (§8.5.22)

Submittal Fee	\$ 300
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³ All fees applicable to Major Site Development Plans apply to a Minor Site Development Plans referred to the CMPC by the ZA.

⁴ Refunded if the BZA finds in favor of the applicant.

⁵ This fee applies to all requests for approval for work already completed as well as requests which follow a Stop Work order. The fee also applies to second and subsequent requests to revise previous Commission-level approvals. The Zoning Administrator may charge the regular application fee in cases of bona fide hardship.

Subdivision (§8.5.24 and SubRegs)

Minor Subdivisions	
Referred to Planning Commission Approval ⁶	\$ 500
Staff-Approved	\$ 250
Preliminary Plat (Must Accompany a Development Plan)	
Submittal Fee; plus	\$ 500
Per Lot; plus	\$ 25
Final Plat	
Submittal Fee	\$ 500
Per Lot	\$ 25
Circulation of Approved Plat (Optional)	\$35

Zoning Fees

Zoning Verification Letter Basic	\$ 50
Zoning Verification Letter Detailed / Zoning Administrator's Determination	\$ 75
Home Occupation Permit	\$ 25
Mobile Vending Permit	\$ 50
Small Accessory Permit	\$25
Receipt of Plans Conforming to PUD or Site Development Plan	\$ 100
Engineering/Planning Reinspection ⁷	\$ 50
Short Term Rental Permit ⁸	\$150
Zoning Compliance - Residential ⁹	\$ 100
Zoning Compliance - Commercial/Industrial ⁴	\$ 300
Zoning Compliance - Signs ¹⁰	Lesser of 30% of project value or \$300

Public Notice¹¹

Advertising and Processing	
Items for which CMPC/ARC is the Decision Making Authority	\$70
Items for which City Council is the Decision Making Authority	\$145
Items for which BZA is the Decision Making Authority	\$70
Items for which HZC is the Decision Making Authority	\$70
Items for annexation to notice plan of services and resolution	Cost

⁶ Referred at the discretion of the Zoning Administrator or City Engineer. Fee may be reduced to \$250 at the discretion of the Zoning Administrator or City Engineer when minimal additional staff time is required.

⁷ If associated with Preliminary Plat, Site Plan, PUD or other PC, BZA, HZC, Design Review

⁸ Double fees for after the fact permitting after June 30th 2024.

⁹ Paid with building permit.

¹⁰ Signs which require a CoA from the ZA or HZC may be credited \$75 toward the Zoning Compliance fee, provided no revisions are necessary upon first review of the permit application.

¹¹ In addition to the initial fee, advertising and mailing fees must be paid each time an item is deferred at the applicant's request. May be waived at discretion of the Director of Development Services.

Mailing and Processing	Items for which City Council or BZA is the Decision Making Authority	\$9/adjacent parcel
Posting of Signs	Items for which City Council, CMPC, BZA, or HZC is the Decision Making Authority	\$10

Additional Fees

Pre-application Meeting ¹²		\$ 225
Additional Fees for Multiple Technical Reviews ¹³		50% of original fee
Technology Fee		\$20

Refund Policy

All advertising and processing fees are non-refundable.

All mailing and processing fees are non-refundable.

Fees for Planning Commission items may be refunded, less a \$100 processing fee if the applicant withdraws the application at least twenty-four hours prior to the meeting of the Development Review Committee when the request is scheduled for its first technical review. Fees for Planning Commission items are non-refundable at any later point.

Fees for Board of Zoning Appeals may be refunded, less a \$50 processing fee if the applicant withdraws the application at least seven days prior to the scheduled meeting. Fees for Board of Zoning Appeals items are non-refundable at any later point.

Fees for Historic Zoning Commission items may be refunded if the applicant withdraws the application at least seven days prior to the scheduled meeting. Fees for Historic Zoning Commission items are non-refundable at any later point.

Zoning fees are non-refundable.

Abbreviations

- Columbia Municipal Planning Commission (CMPC)
- Architectural Design Review Commission (ARC)
- Development Review Committee (DRC)
- Board of Zoning Appeals (BZA)
- Historic Zoning Commission (HZC)
- City Council (CC)

¹² Only applies to proposed comprehensive plan amendments, zoning map or text amendments, planned unit developments, site plans approved by Planning Commission, and preliminary plats. Fee is only charged when the City Engineer, Fire Marshall, and Zoning Administrator (or their designees) are each in attendance. The fee may be waived at the discretion of the Director of Development Services. The fee may be credited to one subsequent related application for Planning Commission review received within six months of the meeting date.

¹³ Applicable to Planned Unit Developments, Site Development Plan, and Preliminary Plats which the Zoning Administrator deems noncompliant after two reviews by the Development Review Committee (DRC), and to applications referred back to the DRC due to technical deficiencies. May be waived at discretion of the Director of Development Services and/or the Planning Commission.



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Zoning Administrator (ZA)