

ARCHITECTURAL REVIEW BOARD	
New Construction	\$228
Alterations, Additions	\$228
Accessory Structures	\$228
Wall Signs, Freestanding Signs, Master Sign Plans	\$114
Amendments to Approved Applications	\$114
HISTORIC DISTRICT REVIEW BOARD	
COA for New Construction	\$228
COA for Alterations, Additions	\$228
COA for Accessory Structures	\$228
COA for Demolition	\$228
Wall Signs, Freestanding Signs, Master Sign Plans	\$114
Amendments to Approved Applications	\$114
COA for Alterations, Additions, Accessory Structures for Residential Use	\$0
BOARD OF ZONING APPEALS	
Single Variance	\$152
Additional Variances	\$38 ea
Zoning Administrator Decision Appeal	\$152
BONDING FEES	
Performance Bond	\$388
Letter of Credit	\$388
Conservation Cash Escrow Agreement	\$388
Time Extension Request of Performance Bond Contract	\$607
Amount Reduction Request of Performance Bond Letter of Credit or Cash Account	\$910
Replacement request of Performance Bond, Letter of Credit, Cash Account	\$388
Performance Bond, Letter of Credit or Cash Account Contract	\$388
Waiver Request of Maintenance Bond	\$114

Planning & Zoning **Fee Schedule** – Town of Herndon – July 1, 2024

COMPREHENSIVE PLANNING	
Comprehensive Plan Amendment	\$1516
REZONING	
Zoning Map Amendment First Submission, flat fee	\$7578
Zoning Map Amendment First Submission, per quarter acre	\$388
Request to Extend Approval, flat fee	\$3789
Request to Extend Approval, per quarter acre	\$388
Proffer Condition Amendment, Change to Uses Only	\$488
Request for Modification	\$455
Request to Waive re-application time limit	\$152
ACCESSORY DEVELOPMENT REVIEWS	
Traffic Impact Study, PLUS, one half of consultant review fees, if required	\$758
Minor Water Quality Impact Assessment	\$76
Major Water Quality Impact Assessment	\$758
Exception Request to Provisions of Chesapeake Bay Preservation Overlay District Ordinance	\$152
Waiver Request to Provisions of Chesapeake Bay Preservation Overlay District Ordinance	\$152
Site Specific Delineation in Resource Protection Area, Areas less than 5,000 SF	\$76
Site Specific Delineation in Resource Protection Area, Areas more than 5,000 SF	\$758
Flood Plain Study, PLUS, one half of consultant review fees, if required	\$1516
Virginia Stormwater Management Plan	Min \$290
SPECIAL EXCEPTIONS	
For Residential Uses	\$455
For Education, Government, Institutional, and Community Service Uses	\$455
For All Other Non-Residential Uses with no site alterations or building additions	\$455
For All Other Non-Residential Uses with site alterations or building additions	\$2274
Request to extend time period of approval	\$455
Request to Waive re-application time limit	\$152

Planning & Zoning **Fee Schedule** – Town of Herndon – July 1, 2024

SITE PLANS	
Major Site Plan application first submission	\$3032
Major Site Plan application first submission, per quarter acre	\$388
Minor Site Plan, per sheet	\$304
Resubmissions, per sheet	\$304
Revisions, per sheet changed	\$304
Request to extend time period of approval	\$304
Waiver request, per section of the zoning and subdivision ordinance or PFM	\$304
CONSTRUCTION: bituminous surface, per square yard	\$0.77
CONSTRUCTION: curb and gutter, per linear foot	\$1.39
CONSTRUCTION: header curb, per linear foot	\$1.39
CONSTRUCTION: sanitary sewer, per linear foot	\$3.55
CONSTRUCTION: screening, per linear foot	\$3.55
CONSTRUCTION: sidewalk, per linear foot	\$2.05
CONSTRUCTION: storm drainage, per linear foot	\$3.55
CONSTRUCTION: TV inspection of pipe, per linear foot	\$3.52
CONSTRUCTION: rain gardens, per facility	\$388
CONSTRUCTION: overlot grading and surface drainage, per land division or disturbed acre, whichever has a higher total	\$304
CONSTRUCTION: stormwater detention facilities, BMP measures, other than rain gardens, per facility/measure	\$1516
CONSTRUCTION: street lights, per light	\$76
CONSTRUCTION: inspection following a violation	\$243
As-built site plan, per sheet	\$76
SINGLE LOT DEVELOPMENT PLANS	
Initial submission	\$1137
Second submission	\$0
Third and subsequent submissions	\$152

Planning & Zoning **Fee Schedule** – Town of Herndon – July 1, 2024

BUILDING LOCATION SURVEYS	
Building Location Survey	\$38
TEMPORARY USE SITE PLAN	
Uses less than 90 consecutive days	\$0
Uses more than 90 consecutive days	\$114
Resubmissions	\$114
Waiver request, per section of the zoning ordinance or PFM	\$114
Temporary health care structure application	\$152
PRELIMINARY SUBDIVISION PLANS	
Application: 1 to 5 lots	\$1137
Application: 6 to 10 lots	\$1516
Application: more than 10 lots	\$2274
Application (regardless of number of lots), per lot, parcel, outlot	\$46
Resubmission, per sheet changed	\$304
Revision to an approved plan	\$304
Request to extend time period of approval	\$304
Waiver request, per section of the zoning and subdivision ordinance or PFM	\$304
SUBDIVISION SITE PLAN	
First submission, flat fee	\$1516
First submission, per quarter acre	\$388
Resubmission, per sheet changed	\$304
Revision, per sheet changed	\$304
CONSTRUCTION: curb and gutter, per linear foot	\$1.39
CONSTRUCTION: street, per linear foot	\$1.82
CONSTRUCTION: sidewalk, per linear foot	\$2.05
CONSTRUCTION: sanitary sewer, per linear foot	\$3.55
CONSTRUCTION: storm drainage, per linear foot	\$6.65
CONSTRUCTION: TV inspection of pipe, per linear foot	\$3.55

Planning & Zoning **Fee Schedule** – Town of Herndon – July 1, 2024

SUBDIVISION SITE PLAN (Cont.)	
CONSTRUCTION: waterline, per linear foot	\$2.65
CONSTRUCTION: rain gardens, per facility	\$388
CONSTRUCTION: overlot grading and surface drainage, per land division or disturbed acre, whichever has a higher total	\$304
CONSTRUCTION: stormwater detention facilities, BMP measures, other than rain gardens, per facility/measure	\$1516
CONSTRUCTION: street lights, per light	\$76
CONSTRUCTION: inspection following a violation	\$243
Sketch Plan	\$0
Rough Grading Plan	\$0
Waiver request, per section of the zoning and subdivision ordinance or PFM	\$304
PLATS	
Final Subdivision Plat and Deed, flat fee	\$455
Final Submission Plat and Deed, per lot	\$46
Request to extend time period of approval, per plat	\$304
Correction to recorded plat, per plat	\$304
Plat/Deed of Condominium	\$455
Plat/Deed of Condominium, per lot	\$46
Plat/Deed of ROW Vacation, per plat	\$228
Plat/Deed of Dedication/Easement, per plat	\$388
Plat/Deed of Lot Line Adjustment, per plat	\$388
Plat/Deed of Consolidation, per plat	\$388
Plat/Deed resubmissions, per document changed	\$152
ZONING AND SUBDIVISION ORDINANCE TEXT AMENDMENTS	
Change in permitted uses, density, open space, parking, landscaping	\$1516
Other than changes listed above; amendment involving changes to more than 100 words, changes to more than one section of the ordinances, or when number of words changed is unknown	\$758
Other than changes listed above; amendment involving less than 100 words in one ordinance section	\$388

Planning & Zoning **Fee Schedule** – Town of Herndon – July 1, 2024

MISCELLANEOUS ADMINISTRATIVE REVIEWS	
Administrative Adjustment, per building affected	\$76
Administrative Review Eligible Projects (AREPs)	\$500
Zoning Verification Letter: SFD properties	\$76
Zoning Verification Letter: non-SFD properties	\$455
Zoning Inspection Permit, per inspection	\$38
Request to Receive Notice of Development and Zoning applications, by mail, per year	\$38
Request to Receive Notice of Development and Zoning applications, by e-mail, per year	\$16
Request for early site occupation prior to completion of improvements in accordance with section 78-204.1 and 78-204.2, application flat fee	\$76
Request for early site occupation prior to completion of improvements in accordance with section 78-204.1 and 78-204.2, per inspection	\$76
Mobile food unit preparer, full service zoning permit	\$129
Short-term Rental Permit	\$200