

RESOLUTION NO. 25 - 11

RESOLUTION ESTABLISHING FEES FOR APPLICATIONS PROCESSED BY THE DEPARTMENT OF DEVELOPMENT REVIEW & PERMITTING

WHEREAS, the Code of Public Local Laws of Worcester County, Maryland, General Provisions Article and BR 2-212(f) (Electrical Standards - Fees), BR 3-104 (Housing Review Board), TR 2-103(d) (Licensing of coin-operated vending machines - Fees), TR 2-106(c) (Rental License fees), TR 2-201 (Gaming Permits), ZS 1-106 (Zoning Regulations - Fees and expenses), ZS 1-347(k) (Zoning Regulations - Agricultural Reconciliation Board fees) and ZS 2-108 (Subdivision Regulations - Fees), as from time to time amended, provide that the County Commissioners may establish certain fees for processing of applications; and

WHEREAS, the Worcester County Commissioners have adopted or amended said fees by previous resolutions, most recently by Resolution No. 24-11, adopted on June 18, 2024; and

WHEREAS, the County Commissioners have determined it necessary to revise said fees and add fees for various review services provided by County staff.

NOW, THEREFORE, BE IT RESOLVED by the County Commissioners of Worcester County, Maryland that the following fee schedule shall be in effect for the services provided by the Department of Development Review & Permitting:

DEPARTMENT OF DEVELOPMENT REVIEW & PERMITTING FEE SCHEDULE

I. APPLICATION REVIEW FEES

- A. Zoning Map Amendment: \$700.00 base fee, plus \$15.00 per acre.
- B. Zoning Text Amendment: \$400.00 per change requested.
- C. Residential Planned Community:
 - 1. Step I: \$1,000.00 base fee, plus \$15.00 per acre over 30 acres.
 - 2. Step II: \$600.00 base fee, plus \$15.00 per acre over 30 acres.
 - 3. Step III: Refer to subdivision and/or site plan review fees.
- D. Subdivision Review:
 - 1. Sketch Plan (optional): No fee.
 - 2. Preliminary Plat: \$350.00 base fee, plus \$15.00 per lot in excess of 5 lots.
 - 3. Final Plat: \$350.00 base fee, plus \$10.00 per lot in excess of 5 lots.
 - 4. Minor Subdivision Plat: \$250.00 flat fee.
 - 5. Recording fee: \$5.00 per sheet.
 - 6. Waiver of ordinance section: \$100.00 per section.
 - 7. Revision ($\leq 25\%$ of site) \$150.00 flat fee, ($> 25\%$ of site) \$150.00, plus \$5.00 per lot.
 - 8. Revalidation or extension of approval: \$150.00 flat fee.
 - 9. Third and subsequent review: \$100.00 flat fee per review.
 - 10. Construction Plan Review:
 - a. Minor subdivision (≤ 5 lots, where required): \$150.00 flat fee.
 - b. Major subdivision (6 to 20 lots): \$150.00 base fee, plus \$10.00 per lot.

- c. Major subdivision (≥ 21 lots): \$150.00 base fee, plus \$15.00 per lot.
 - d. Revisions: 25% of original fee.

- E. Site plan review:
 - 1. Major site plan: \$450.00 base fee, Plus \$35.00 per acre.
 - 2. Minor site plan: \$300.00 flat fee.
 - 3. Administrative Review: \$50.00 flat fee.
 - 4. Revisions: ($\geq 25\%$ of site): \$150.00 flat fee; ($> 25\%$ of site): \$150.00, Plus\$35.00 per acre.
 - 5. Revalidation or extension of approval: \$150.00 flat fee.
 - 6. Waiver of ordinance section: \$100.00 per section.
 - 7. Third and subsequent reviews: \$100.00 flat fee per review.

- F. Board of Zoning Appeals
 - 1. Variance: \$450.00 flat fee.
 - 2. Special exception: \$450.00 flat fee.
 - 3. Forestry adjustment, exceptions or payment in lieu: \$450.00 flat fee.
 - 4. Any other application: \$450.00 flat fee.

- G. Administrative Adjustment Hearing: \$75.00 flat fee.

- H. Readvertisement fee (if necessary): \$350.00 flat fee.

- I. Housing Review Board Appeal Fee: \$100.00.

- J. Building Code Appeals Board Application Fee: \$250.00.

- K. F.E.M.A. Variance Application Fee: \$250.00

- L. Agricultural Reconciliation Board Application Fee: \$150.00

- M. Cooperative Campground/Mobile Home Park Review Fee
 - 1. Conversion to Co-op: \$600.00 base fee, plus \$35.00 per acre.
 - 2. Expand or enlarge Co-op: \$450.00 base fee, plus \$35.00 per acre.
 - 3. Revisions: ($\leq 25\%$ of site): \$150.00 flat fee; or
($> 25\%$ of site): \$150.00, plus \$35.00 per acre.
 - 4. Third and subsequent reviews: \$100.00 flat fee per review.

- N. Research Fee: \$50.00 per hour for each hour or portion thereof beyond the first hour of staff research time.

II. PERMITS

- A. Building Permits
 - 1. For one- and two-family dwellings, additions thereto, and accessory structures 500 square feet or greater in size: A minimum fee of \$50.00 plus an amount equal to the square footage multiplied by the current value per square foot (as listed below) multiplied by .0055, with \$50.00 of the fee being non-refundable in the event the permit is not utilized.

| TYPE OF AREA | CURRENT VALUE PER SQUARE FOOT |
|--|-------------------------------|
| Habitable | \$48.12 |
| Garage, covered decks, screened porches and other attached non-habitable covered areas | \$22.62 |
| Open Decks | \$15.00 |

2. Manufactured and Mobile Homes: \$100.00 flat fee.
3. Multi-family, commercial and industrial (including accessory structures): A minimum fee of \$150.00 plus an amount equal to the square footage multiplied by the current value per square foot (as listed below) multiplied by .005, with \$150.00 of the fee being non-refundable in the event the permit is not utilized:

| IRC USE GROUP | CURRENT VALUE PER SQUARE FOOT |
|---------------|-------------------------------|
| A-1 | \$76.29 |
| A-2 | \$56.84 |
| A-3 | \$55.81 |
| A-4 | \$71.17 |
| B | \$51.20 |
| E | \$55.30 |
| F-1 | \$31.74 |
| F-2 | \$31.23 |
| H | \$30.72 |
| I-1 | \$50.69 |
| I-2 | \$80.38 |
| I-3 | \$70.14 |
| M | \$41.98 |
| R-1 | \$54.94 |
| R-2 | \$48.64 |
| R-3 | \$40.96 |
| S-1 | \$29.18 |
| S-2 | \$28.67 |
| U | \$22.62 |

4. Reinspection Fee: \$50.00 each occurrence.
 5. For construction of a handicap access ramp on a single-family home where appropriate documentation is presented to the department regarding the bonafide need: No fee.
- B. Zoning Permits
1. All off-premise signs: \$100.00 flat fee.
 2. Freestanding and on-building signs: \$1.00 per square foot, with a minimum charge of \$50.00.
 3. Use of Land without structure and residential accessory structures less than 500 square feet including but not limited to fences, sheds, pools, and home occupations: \$50.00 flat fee.
 4. Reinspection Fee: \$50.00 per occurrence.
- C. General Permits and Licenses.
1. Electrical Permits: \$25.00.
 2. Gaming (raffle) permit: \$25.00.
 3. Roadside stand license: \$25.00
 4. Bingo:
 - a. Annual license: \$100.00
 - b. Temporary license: \$25.00
 5. Coin operated machine licenses:
 - a. Claw machines, shuffleboard, mechanical bowling machines, single-coin pinball machines, electronic video games or any other similar public amusement device requiring insertion of a coin or token and the result of whose operation depends in whole or in part upon the skill of the operator: \$30.00 each.
 - b. Arcades:
 1. 42 to 100 machines: \$1,250.00.
 2. 101 to 150 machines: \$1,750.00.
 3. 151 to 200 machines: \$2,250.00.
 4. 201 or more machines: \$2,750.00.
 - c. Music boxes: \$30.00.
 - d. Vending machines:
 1. 5¢ to 24¢ articles: \$20.00.
 2. 25¢ to 49¢ articles: \$25.00.
 3. Article 50¢ and over: \$30.00.
 - e. Cigarette machines: \$75.00.

6. Rental Licenses:

Use of Structure

- a. Short term rental properties
- b. Mobile Home Park
- c. Hotel, Motel or Campground
- d. Bed and Breakfast Establishments
- e. Keeping of roomers or boarders
- f. Dwelling unit rentals greater than 28 days (Year-round or seasonal rentals)
- g. Group homes and assisted living facilities where all units are owned by a single business entity operating the facility
- h. Group homes and assisted living facilities where units are individually owned and rented
- i. License modifications with no change in class of license
- j. License modifications with change in class of license
- k. License modifications for additional units, rooms or sites
- l. Any use or structure not specifically stated herein

Annual Fee

- \$200 per unit
- \$200 per lot, site or unit
- \$5.00 per room or site, minimum of \$250
- \$200 per establishment
- \$100 per home
- \$50 per dwelling unit

- \$250 per establishment

- \$100 per unit

- \$50

- \$50 plus incremental difference in class fee

- \$50 plus \$5.00 per additional unit, room or site


- Fee for the most similar use or structure as determined by the Department

BE IT FURTHER RESOLVED that any other license or permit fee not enumerated above shall be in the amount presently in effect.

AND, BE IT FURTHER RESOLVED that this Resolution shall take effect on July 1, 2025.

PASSED AND ADOPTED this 20th day of May, 2025.

Attest:




Weston S. Young
Chief Administrative Officer

Worcester County Commissioners




Theodore J. Elder
President




Eric J. Fiori
Vice President



Caryn G. Abbott
Commissioner




Anthony W. Bertino, Jr.
Commissioner



Madison J. Bunting, Jr.
Commissioner



Joseph M. Mitrecic
Commissioner



Diana Purnell
Commissioner