



Department of Planning Fee Schedule

Adopted by the Council of the City of Portsmouth, Virginia effective July 1, 2017
Increased Application/Review Fees are indicated in red.

<u>Application Type</u>	<u>Application/Review Fee</u>	
Land Use and Development		
Administrative Adjustment.....	\$50.00	\$175.00
Rezoning.....	\$880.00	
Street Closure.....	\$110.00	\$350.00
Street Name Change.....	\$55.00	\$350.00 + direct cost
Use Permit.....	\$660.00	
Temporary Use Permit.....	\$30.00	
Text Amendment.....	\$880.00	
Historic and Downtown Design Review		
Historic Preservation Commission.....	No Fee**	
Downtown Design Committee.....	No Fee**	
<i>** There is no fee if work has not begun prior to approval. A \$250.00-\$1000.00 fee will be charged if work has begun prior to approval.</i>		
Subdivision		
Minor.....	\$55.00	\$100.00 + \$11.00 per lot
Major- Preliminary.....	\$55.00	\$100.00 + \$11.00 per lot
Major- Final.....	\$55.00	\$100.00 + \$11.00 per lot
Commercial/Industrial.....	\$55.00	\$100.00 + \$11.00 per lot
Plat Vacation.....	\$55.00	\$125.00
Modifications, re-subdivisions/ relocations of lot lines.....	\$55.00	\$125.00
Modifications without new lots or improvements.....	\$55.00	\$125.00



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Zoning

Board of Zoning Appeals.....	\$350.00	
Zoning Verification Letter.....	\$25.00	
Business License Clearance*.....	\$15.00	Clearance Only:\$50.00 License Fee not included
Change of Account Inspection**.....	\$50.00	
Commercial Inspection**.....	\$100.00	
Sign Application Plan Review Fee.....	\$30.00	
Sign Permits.....	\$50.00	for signs smaller than 100sq. ft.
.....	\$55.00	for signs between 101 and 299 sq. ft.
.....	\$65.00	for signs larger than 300 sq. ft.
Temporary Banner Permits	\$30.00	maximum banner size is 32 sq. ft.

**Fees paid in the Commissioner of the Revenue Department.*

***Fees paid in the Permits and Inspections Department.*

Special Permits

Outdoor Dining.....	\$25.00	\$100.00
Sidewalk/ Street Vendor.....	\$25.00	\$50.00
Parade Permit.....	\$50.00	
Street Closure/ Block Party.....	\$50.00	
Food Truck.....	\$50.00	

Environmental

Chesapeake Bay Exception.....	\$275.00	
.....	\$500.00	If work begun prior to approval
Chesapeake Bay Administrative Exception.....	\$25.00	
.....	\$150.00	If work begun prior to approval
Wetlands Permit.....	\$55.00	\$200.00

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Publications

City Map.....	\$3.00
Chesapeake Bay Ordinance.....	\$5.00
Comprehensive Plan (CD).....	\$10.00
Comprehensive Plan (Notebook).....	\$75.00
Historic Districts Design Guidelines (CD).....	\$2.00 per neighborhood
Historic Districts Design Guidelines (notebook).....	\$10.00 black and white copy - per neighborhood
.....	\$ 20.00 color copy - per neighborhood
Downtown Design Manual.....	\$ 20.00
Uptown D2 District Form Based Code.....	\$10.00
Zoning Ordinance.....	\$40.00
Downtown Master Plan and Waterfront Strategy	\$25.00
Master Transportation Plan – Executive Summary.....	\$5.00
Master Transportation Plan – Part 1 – Existing Conditions....	\$15.00
Master Transportation Plan – Part 2 – Recommendations	\$30.00

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