BULLETIN

Douglas M Duncan
County Executive

MONTGOMERY COUNTY DEPARTMENT OF
PERMITTING SERVICES

Robert C. Hubbard
Director

REVISED FEES EFFECTIVE JULY 1, 2004
2.8% INCREASE

THE FOLLOWING FEES SUPERCEDE FEES IN

Council Resolution 15-225 Adopted June 17, 2003
The Establishment of a Fee for Zoning Compliance Letters

The Director of Permitting Services must adjust each fee set in or under this section on July 1 of each year by the annual average increase in the Consumer Price Index for all urban consumers for the Washington-Baltimore Metropolitan area, or any successor index, for the most recent calendar year The Director must calculate the revised fee to the nearest five dollars The director must publish the amount of this adjustment not later than July 1 of each year.

SUBJECT Fee for Zoning Compliance Letters

Background

1. Section 59-A-1.10 Fees. of the County Code, *Zoning Ordinance states.* "*The director* may establish fees, if approved by Council resolution, to cover the cost of administration of this chapter "

2 Current fees do not exist for the administrative and enforcement costs associated with requests for zoning compliance confirmations

3 The Department of Permitting (DPS) Services receives requests from financial institutions, attorneys and others to confirm that a use at a specific location is in compliance with the Zoning Ordinance. Prior to responding to each request, DPS must research the property to identify past and current zoning classifications, pending zoning violations, pending rezoning applications and applicable zoning laws DPS responds to each request in writing which becomes an official document for financial institutions, attorneys and others

4 The fee is intended to cover the resources and staff time it takes to research and respond to letters requesting confirmation of a particular use being permitted at a specific location

Action

1. The fees for zoning compliance letters for each lot/address researched are:

Residential (single family dwelling)	$ 80.00
Commercial (other than single family dwelling)	$165.00

2. The fee for Zoning Compliance Letters must be paid when the request is made.

3. The Director of Permitting Services must adjust each fee set in or under this section on July 1 of each year by the annual average increase in the Consumer Price Index for all urban consumers for the Washington-Baltimore Metropolitan area, or any successor index, for the most recent calendar year. The Director must calculate the revised fee to the nearest five dollars. The director must publish the amount of this adjustment not later than July 1 of each year.

Robert Hubbard, Director
Department of Permitting Services

May 5, 2004
Date