



# Memorandum

**TO:** Eagle Township Board  
**FROM:** Christopher Khorey, AICP  
**SUBJECT:** **Adopted Zoning Fee Schedule**  
**DATE:** February 15, 2024

Below please find the Zoning Fee Schedule, as adopted by the Township Board on February 15, 2024.

The “Administration Fee” equals 10% of all other fees included in the escrow, rounded to the nearest dollar, and is designed to offset the Township’s ongoing administrative costs for operating the zoning system.

“Potentially Refundable” escrow costs will be refunded to applicant if unused prior to application approval.

If escrow funds are exhausted prior to approval, the applicant must refill the escrow by paying the “Potentially Refundable” amount.

Application	Non-Refundable		Potentially Refundable	
<b>Agricultural Exemption</b>	McKenna Review 1	\$75	McKenna Review 2	\$37.50
	Agricultural Confirmation Inspection	\$75	McKenna Review 3	\$37.50
	Administration Fee	\$23		
	<b>Total:</b>	<b>\$173</b>	<b>Total:</b>	<b>\$75</b>
			<b>Total Escrow:</b>	<b>\$248</b>
<b>Lot Split, Combination, or Boundary Adjustment</b>	McKenna Review 1	\$200	McKenna Review 2	\$100
	Assessor Processing Initial Fee	\$100	McKenna Review 3	\$100
	Administration Fee	\$70	Additional Assessor Fees	\$200
	<b>Total:</b>	<b>\$370</b>	<b>Total:</b>	<b>\$400</b>
			<b>Total Escrow:</b>	<b>\$770</b>
<b>Accessory Structures, Fences, Home Expansions, and other Residential Site Improvements</b>	McKenna Review 1	\$150	McKenna Review 2	\$75
	Stake Inspection	\$75	McKenna Review 3	\$75
	Final Inspection	\$75	Re-Inspection	\$75
	Administration Fee	\$55		
	<b>Total:</b>	<b>\$355</b>	<b>Total:</b>	<b>\$225</b>
			<b>Total Escrow:</b>	<b>\$580</b>



Application	Non-Refundable		Potentially Refundable		
<b>Landscaping, Parking Lots, and Other Non-Residential Site Improvements</b>	McKenna Review 1	\$300	McKenna Review 2	\$150	
	Stake Inspection	\$75	McKenna Review 3	\$150	
	Final Inspection	\$75	Engineering Review	\$500	
	Administration Fee	\$113	Re-Inspection	\$75	
	<b>Total:</b>	<b>\$563</b>	<b>Total:</b>	<b>\$875</b>	
				<b>Total Escrow:</b>	<b>\$1,438</b>
<b>New Single Family Home</b>	McKenna Review 1	\$200	McKenna Review 2	\$100	
	Stake Inspection	\$75	McKenna Review 3	\$100	
	Final Inspection	\$75	Re-Inspection	\$75	
	Administration Fee:	\$63			
	<b>Total:</b>	<b>\$413</b>	<b>Total:</b>	<b>\$275</b>	
				<b>Total Escrow:</b>	<b>\$688</b>
<b>Site Plan Approval (New Construction or Principal Building Expansion, other than Single Family Home)</b>	McKenna Review 1	\$1,000	McKenna Review 2	\$500	
	McKenna Meeting Fee	\$500	McKenna Review 3	\$500	
	Stake Inspection	\$75	Engineering Review	\$1,000	
	Final Inspection	\$75	Re-Inspection	\$75	
	Administration Fee	\$373			
	<b>Total:</b>	<b>\$2,023</b>	<b>Total:</b>	<b>\$2,075</b>	
				<b>Total Escrow:</b>	<b>\$4,098</b>
<i>For Site Plans including 40 or more housing units, or encompassing 40 or more acres, a \$1,000 non-refundable administration fee shall apply, and \$2,000 of additional refundable escrow must be submitted.</i>					
<b>Special Land Use</b>	McKenna Review 1	\$600	McKenna Review 2	\$300	
	McKenna Meeting Fee	\$500	McKenna Review 3	\$300	
	Public Notice Fee	\$150	Attorney Review	\$500	
	Administration Fee	\$275			
	<b>Total:</b>	<b>\$1,525</b>	<b>Total:</b>	<b>\$1,100</b>	
				<b>Subtotal:</b>	<b>\$2,625</b>
				<b>Site Plan Approval Escrow (All Special Uses Require Site Plan Approval)</b>	<b>\$4,098</b>
			<b>Total Escrow:</b>	<b>\$6,723</b>	
<b>Rezoning</b>	McKenna Review 1	\$1,000	McKenna Review 2	\$500	
	McKenna Meeting Fee (2 Meetings)	\$1,000	McKenna Review 3	\$500	
	Public Notice Fee	\$150	Attorney Review	\$500	
	Administration Fee	\$315			
	<b>Total:</b>	<b>\$2,465</b>	<b>Total:</b>	<b>\$1,500</b>	



Application	Non-Refundable		Potentially Refundable	
			<b>Total Escrow:</b>	<b>\$3,965</b>
<b>Zoning Ordinance Text Amendment (Formal Petition for Public Hearing)</b>	McKenna Review 1	\$1,000	McKenna Review 2	\$500
	McKenna Meeting Fee (2 Meetings)	\$1,000	McKenna Review 3	\$500
	Public Notice Fee	\$150	Attorney Review	\$2,000
	Administration Fee	\$465		
	<b>Total:</b>	<b>\$2,615</b>	<b>Total:</b>	<b>\$3,000</b>
			<b>Total Escrow:</b>	<b>\$5,615</b>
<b>Conditional Rezoning</b>	McKenna Review 1	\$1,500	McKenna Review 2	\$750
	McKenna Meeting Fee (2 Meetings)	\$1,000	McKenna Review 3	\$750
	Public Notice Fee	\$150	Attorney Review	\$2,000
	Administration Fee	\$565		
	<b>Total:</b>	<b>\$3,215</b>	<b>Total:</b>	<b>\$3,500</b>
			<b>Total Escrow:</b>	<b>\$6,715</b>
<b>Planned Unit Developments</b>	McKenna Review 1	\$1,000	McKenna Review 2	\$500
	McKenna Meeting Fee (4 Meetings)	\$2,000	McKenna Review 3	\$500
	Public Notice Fee	\$300	Attorney Review	\$3,000
	Administration Fee	\$730		
	<b>Total:</b>	<b>\$4,030</b>	<b>Total:</b>	<b>\$4,000</b>
			<b>Subtotal:</b>	<b>\$8,030</b>
			<b>Site Plan Approval Escrow (All PUDs Require Site Plan Approval)</b>	<b>\$4,098</b>
		<b>Total Escrow:</b>	<b>\$12,128</b>	
	<i>Site Condominiums shall also submit the required Condominium Document Review Escrow Below.</i>			
<b>Plats (including all steps)</b>	McKenna Review 1	\$2,400	McKenna Review 2	\$1,200
	McKenna Meeting Fee (6 Meetings)	\$3,000	McKenna Review 3	\$1,200
	Assessor Fee	\$1,000	Additional Assessor Fee	\$1,000
	Public Notice Fee	\$450	Attorney Review	\$1,000
	Administration Fee	\$1,125		
	<b>Total:</b>	<b>\$7,975</b>	<b>Total:</b>	<b>\$4,400</b>
		<b>Total Escrow:</b>	<b>\$12,375</b>	
<b>Condominium Document Review</b>	McKenna Review 1	\$1,000	McKenna Review 2	\$500
	Assessor Fee	\$500	McKenna Review 3	\$500
	Administration Fee	\$650	Attorney Review	\$3,000
			Additional Assessor Fee	\$500



Application	Non-Refundable		Potentially Refundable	
	<b>Total:</b>	<b>\$2,150</b>	<b>Total:</b>	<b>\$4,500</b>
			<b>Total Escrow:</b>	<b>\$6,650</b>
<b>Variance</b>	McKenna Review 1	\$500	McKenna Review 2	\$250
	McKenna Meeting Fee	\$500	McKenna Review 3	\$250
	Public Notice Fee	\$150	Attorney Review	\$500
	Administration Fee	\$215		
	<b>Total:</b>	<b>\$1,365</b>	<b>Total:</b>	<b>\$1,000</b>
			<b>Total Escrow:</b>	<b>\$2,365</b>
<b>Appeal</b>	McKenna Review 1	\$500	McKenna Review 2	\$250
	McKenna Meeting Fee	\$500	McKenna Review 3	\$250
	Public Notice Fee	\$150	Attorney Review	\$2,000
	Administration Fee	\$365		
	<b>Total:</b>	<b>\$1,515</b>	<b>Total:</b>	<b>\$2,500</b>
			<b>Total Escrow:</b>	<b>\$4,015</b>
<b>Interpretation</b>	McKenna Review 1	\$500	McKenna Review 2	\$250
	McKenna Meeting Fee	\$500	McKenna Review 3	\$250
	Public Notice Fee	\$150	Attorney Review	\$2,000
	Administration Fee	\$365		
	<b>Total:</b>	<b>\$1,515</b>	<b>Total:</b>	<b>\$2,500</b>
			<b>Total Escrow:</b>	<b>\$4,015</b>