

**RESOLUTION 24-2022**

**RESOLUTION ADOPTING REVISED FEE SCHEDULE FOR  
JEFFERSON COUNTY PLANNING DEPARTMENT**

**WHEREAS**, Mont. Code Ann. §§ 76-2-101 *et seq.*, 76-3-601 *et seq.*, and 76-8-101 *et seq.* authorize the governing body to adopt fees for local review of applications and land use matters in the areas of zoning, subdivision review, and buildings for lease or rent, respectively; and,

**WHEREAS**, while Jefferson County has adopted fees in certain areas of local land use review, following a periodic review of the fees charged, the Jefferson County Commission finds the fees charged in the current fee structure are not commensurate with the costs of review; and,

**WHEREAS**, the Jefferson County Planner has prepared a revised Jefferson County Planning Department Fee Schedule which the Jefferson County Commission finds more accurately reflects reasonable fees commensurate with the costs of review.

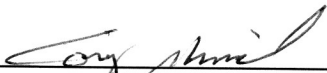
**ACCORDINGLY, IT IS RESOLVED**, the Jefferson County Planning Department Fee Schedule attached as Exhibit 1, and incorporated by reference, is hereby adopted, effective October 1, 2022.


**IT IS FURTHER RESOLVED**, any fees or fee schedule previously adopted by Jefferson County and related to local review of applications and land use matters in the areas of zoning, subdivision review, and buildings for lease or rent, are hereby superceded by this Resolution No. 24-2022.

**IT IS FURTHER RESOLVED**, within 1 year of the date of the passage of this Resolution the Jefferson County Commission shall conduct a review of the revised Jefferson County Planning Department Fee Schedule to assess whether the fee structure is commensurate with the costs of review.

Dated this 6<sup>th</sup> day of September, 2022.

**Board of County Commissioners  
Jefferson County, Montana**

  
\_\_\_\_\_  
Cory Kirsch  
Chairman

  
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Bob Mullen  
Commissioner

*Leonard Wortman*

Leonard Wortman  
Commissioner

**ATTEST:**

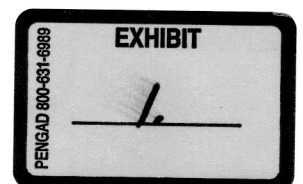
*Ginger Kunz*

Ginger Kunz  
Jefferson County Clerk & Recorder



## Jefferson County Planning Department Fee Schedule

SUBDIVISION	BASE FEES	OTHER FEES
Pre-application	\$250	●
Preliminary Plat Review - FIRST MINOR	\$800	●
Final Plat Review - FIRST MINOR	\$500	●◇△
Preliminary Plat Review - MAJOR, SUBSEQUENT MINOR	\$1000 + \$50 per unit/lot under review	●□
Final Plat Review - MAJOR, SUBSEQUENT MINOR	\$500	●◇△
Variance/Waive to Subdivision/Road Standards (per each variance requested)	\$250	●□
Subdivision Improvements Agreement (SIA)	\$250	●
SIA Extension or Partial Reduction	\$150	●
Extension of Preliminary Approval	\$200	●
Phased Subdivision (master plan review in addition to preliminary plat review fees)	\$1,000	●□
Phased Subdivision - phased commencement review (new fee for each phase proposed)	\$1,400	●□△
Amended Plat	\$500	●□△
Change of Preliminary Plat or Final Plat Conditions (per change) or Findings of Fact	\$450 non-material, \$750 material	●□△
PUD Designation	\$750	●□
PUD Final Review	\$500	●△
Overall Development Plan Review	\$750	●□
Fire Dept. or Fire Service Review Fee	\$200	
Road Supervisor Review Fees	\$200	
Administrative Fee for Facilitating Reviews with County Engineer	\$250	
County Engineer to Review Subdivision Improvements	Pay actual costs as billed by consultant	●
Appeal of Administrative Decision	\$500	●
Petition to Create a Rural Improvement District (RID), Rural Special Improvement District (RSID) or Rural Maintenance District (RMD)	\$500	●
Exempt divisions & Certificates of Survey Reviews (Boundary Relocations, Aggregations, Family Conveyances, Mortgage Exemptions, Agricultural Exemption, Utility Sites, Court Ordered Divisions)	\$200	◇△
Certificates of Survey Reviews (Retracements)	\$65	◇△



<b>ZONING</b>	<b>BASE FEES</b>	<b>OTHER FEES</b>
Site Development Permit	\$75	●
Conditional Use	\$300 + \$100 for each additional request	●□
Variance	\$500 + \$100 for each additional request	●□
Extension to Zoning Approval	\$100	●
Appeals of Administrators Decision	\$500	●
Zoning Map Change	\$1,500	●□
Zoning Text Amendment	\$1,500	●□
Citizen Intitiated Zoning Request	\$2,500	●□
Inclusion into County Zoning District	\$1,500	●□

<b>BUILDINGS FOR LEASE OR RENT (BLR)</b>	<b>BASE FEES</b>	<b>OTHER FEES</b>
Pre-application	\$250	●
Review BLR Applications	\$250 + \$10 per building/unit under review	●□
Variance for BLR Regulations (per each variance request)	\$100	●□
Modification/Amendment to an Approved BLR Project	\$100	●□
Extension to an Approved BLR Project	\$50	●
Appeal of Administrative Determination	\$250	●
Amendment to BLR Regulations	\$1,500	●□
<b>MISC FEES</b>	<b>BASE FEES</b>	<b>OTHER FEES</b>
Growth Policy Text or Map Amendment	\$2,500	●□
Agricultural Covenant Revocation Request	\$250	●
Other Planning Services Provided that Require Substantial Staff Time or Cost	\$65 per hour	

**OTHER FEES THAT MAY APPLY:**

- = The petitioner(s) is responsible for additional expenses when the Department requires outside technical / professional review.
- = Plus notice costs (actual costs of legal advertisements in newspapers and \$10 per lot postage for mailed notices)
- ◇ = Plus Examining Land Surveyor costs
- △ = Plus recording fees