

Planning & Zoning Fees

(Effective April 1, 2025)

Rezoning - Special Use Permit - Future Land Use Map Amendment* - Change-in-Conditions Application Fees

Single-family (RS-5, RS-15, RS-30, R-DU, R-TH, RO, PRC, Build-to-Rent)

Less than 1 Acres	1 to 5 Acres	5 to 10 Acres	10 to 15 Acres	15 to 20 Acres	Over 20 Acres
\$500	\$650	\$800	\$1,100	\$1,500	\$2,000 + \$25/acre over 20 acres

Multi-family and Special Residential (RM and RX)

Less than 1 Acres	1 to 5 Acres	5 to 10 Acres	10 to 15 Acres	15 to 20 Acres	Over 20 Acres
\$750	\$1,000	\$1,500	\$2,000	\$2,500	\$2,750 + \$40/acre over 20 acres

Non-Residential (OP, CI, BG, HSB, NR, LM)

Less than 1 Acres	1 to 5 Acres	5 to 10 Acres	10 to 15 Acres	15 to 20 Acres	Over 20 Acres
\$750	\$1,000	\$1,500	\$2,000	\$2,500	\$3,000 + \$50/acre over 20 acres

Mixed-Use (TC-MU, TC-R, TCO)

Less than 1 Acres	1 to 5 Acres	5 to 10 Acres	10 to 15 Acres	15 to 20 Acres	Over 20 Acres
\$750	\$1,000	\$1,500	\$2,000	\$2,500	\$3,000 + \$50/acre over 20 acres

Fee Calculation Example

*4.25 acres rezoned to BG with Special Use Permit and *FLUM amendment: and 3 Variances from UDO
 Fee Calculation = \$1,000 + \$1,000 + \$400 + \$300 = \$2,700 (plus public notification Fees)*

Concurrent Variance/Waiver Request (Rezoning, Special Use Permit, Change in Conditions)	\$100 (ea.)
--	-------------

Variance, Waiver and Appeal Applications

Zoning Variances & Waiver Application	Single-Family Residential	\$250
	Multi-Family Residential	\$450
	Non-Residential and Mixed-Use	\$700
	Each Additional Variance/Waiver Req.	\$100
Administrative Variance Application	Single-Family Residential	\$100
	Multi-Family Residential	\$350
	Non-Residential and Mixed-Use	\$500
Stream Buffer Variance Application	Single-family Residential	\$250
	Non-Residential, Multi-Family, Mixed-Use	\$500
Appeal the Decision of the Planning Director		\$100

Public Notification Fees

Legal Ad Publication for Public Hearing (per each public hearing date)	\$50
Public Notice Sign Fee (per sign)	\$100
Public Hearing Notification Mailing (per adjoining property owner, per public hearing)	\$20

Miscellaneous Fees

Future Land Use Map Amendment (FLUM) *	40% Rezoning Fee
Annexation (100% Method)	\$125
Annexation (60% Method)	\$500
Ordinance/Regulation Text Amendment	\$250
Each Concurrent Variance and Waiver (Rezoning, Special Use Permit, Change in Conditions)	\$100
Zoning Certification Letter (per contiguous tax parcel)	\$100
Zoning Certification for New/Used Auto Broker	\$25

Land Development Fees

(Effective April 1, 2025)

Application, Permit, or Service Type	Plan Review Fee	Permit or Plat Fee
Limited Land Disturbance Plan Review & Permit Fees		
Clearing Permit	\$400	\$50/Acre (\$250 min.)
Clearing and Grubbing Permit	\$400	\$50/Acre (\$250 min.)
Grading Permit	\$400	\$50/Acre (\$250 min.)
Land Disturbance Renewal	N/A	\$50
Land Disturbance Extension (one 3-month ext prior to expiration)	N/A	\$50
Residential Drainage Plan	\$250	N/A
Site Development Plan Review & Permit Fees		
Development Plans WITH Subdivision	Minor Subdivision (5 or fewer lots)	\$500
	Subdivision Development Permit	\$500
	Final Plat	\$250
Development Plans WITHOUT Subdivision	\$500	\$150/Acre (Min. \$1,000)
Development Permit Renewal	N/A	\$150
Development Permit Extension Fee	N/A	\$150
Development Permit Plan Resubmittal/Re-Review (each)	\$500	N/A
Minor Plan Revision (after permit issuance or plan approval)	N/A	20% of Total Plan Review Fee
Major Plan Revision (after permit issuance or plan approval)	N/A	50% of Total Plan Review Fee
Miscellaneous Development Fees		
Modification Application		\$100
Unified Development Ordinance Waiver Application		\$250
Driveway/Parking Area Expansion/Addition (Residential)		\$25
Communications Utility Right-of-Way Encroachment Permit		\$50
Tree Removal Permit (Non-Residential)		\$50
Tree Replacement Fund Donation		
Contribution Per 1.0 Unit of Density Credit Required		\$1,000
Penalty Fees		
Penalty for Site Activity Prior to Issuance of Permit		100% of the Permit Fee

APPROVED 3-10-2025

RES 2025-02

Building Permit Fees

(Effective April 1, 2025)

New Construction

Permit fees for new complete building construction will be calculated using the International Code Council (ICC) Building Valuation Data at a rate of \$6 per \$1,000 of construction value

Steps to calculate fee:

Step 1: Determine the Construction Type and Occupancy Group from ICC Building Valuation Data

Step 2: Find the Construction Cost from ICC Building Valuation Data using total square feet of construction

Step 3: Multiply the Construction Cost by 0.006 to determine the permit fee (\$6 per \$1,000 construction value)

General Notes:

A. Building permit fees will be updated annually on January 1st to reflect the current published ICC chart

B. Building permit fees for 'Shell Only Construction' will be based on 50% of the calculated building valuation

C. Building permit fees include building inspections, but not Plan Review or Re-inspections.

Minor Renovation Projects

Minor Renovation Projects (less than \$75,000)	Construction Cost	One & Two-Family Residential	Non-Residential & Multifamily
	Up to \$15,000	\$80	\$100
\$15,001 - \$25,000	\$125	\$150	
\$25,001 - \$50,000	\$200	\$300	
\$50,001 - \$75,000	\$300	\$450	
Extensive Renovation Projects (greater than \$75,000)	Over \$75,000	\$6 per \$1,000 construction value	

Other Permit Fees

Trade Permit (HVAC - Plumbing - Electric)	\$50	
Re-Permit Fee (after 6-months no activity)	\$50	
Re-Permit Fee (after 12-months no activity)	Re-Permit Job	
Demolition Permit	\$50	
Exterior Lighting (Addition - Modification)	\$50	
Moving of Structure	\$50	
Boarding-up Structure Permit	\$50	
Temporary Use Permit (per 20-day period or time specified)	\$100	
Portable Accessory Structure (annual for commercial)	\$100	
Portable Accessory Structure (residential temporary)	\$25	
Telecommunications Towers-Antennas	New Tower (Ground)	\$2,500
	New Rooftop	\$1,000
	Co-Locate on Existing Tower	\$500
Swimming Pool (inground/above-ground)	\$100	
Temporary Trailer (Construction - Sales Office)	\$100	
Driveway/Parking Area Expansion/Addition (Residential)	\$25	
Safety Inspection for Utility Reconnect		
Safety Inspection to Authorize Utility Reconnect	Electric (only)	\$50
	Natural Gas (only)	\$50
	Electric & Natural Gas	\$100
Roofed Accessory Structure / Detached Garage / Storage Building / Shed (Residential)		
Roofed Accessory Structure (Detached Garage, Storage Building, Shed) (includes Plan Review & Certificate of Completion)	120 SF or Less	\$100
	121 SF - 500 SF	\$250
	Over 500 SF	\$350
Uncovered Deck		
Uncoverd Deck (Replace, Expand or Addition) - Includes Plan Review & Certificate of Completion	\$150	
Certificate of Occupancy		
Certificate of Completion	\$50	
Certificate of Occupancy	\$50	
Certificate of Occupancy (additions - remodel)	\$25	
Temporary Certificate of Occupancy	\$50	

Building Permit Fees

(Effective April 1, 2025)

Re-Inspections		
Building Permit Re-Inspection Fee	1st Re-Inspection	\$50
	2nd Re-Inspection	\$75
	3rd Re-Inspection	\$100
	4th Re-Inspection	\$125
	5th Re-Inspection	\$150
Sign Permit		
Sign Permit Application Review Fee (per sign type application)		\$25
Temporary Banner Sign/Feather Flag		No Charge
Sign Area	1 to 50 SF	\$50
	51 to 250 SF	\$100
	Over 250 SF	\$150
Building Permit (Sign Installation)		\$6 per \$1,000 construction value (\$50 min.)
Structural/Engineered Drawing Review		\$50
Certificate of Completion		\$50
Plan Review Fees (per review)		
New One- and Two-Family Residential		\$100
Multi-family or Commercial (new or remodel)		\$100
Exterior Lighting (Addition - Modification - Conversion)		\$50
Roofed Accessory Structure (detached garage - storage building - shed)		\$100
Residential Additions - Remodel - Renovation - Repair		\$50
Residential Deck (uncovered)		\$50
Residential Drainage Plan		\$250
Penalty Fees		
Penalty for Sign Installation Prior to Issuance of Approved Sign Permit		200% of Permit Fee
Penalty for Construction Prior to Issuance of Approved Permit		100% of Permit Fee

APPROVED 3-10-2025

RES 2025-02

Occupation Tax (Business Licensing)

(Effective April 1, 2025)

Occupation Tax Certificate (Business License)*

Occupation tax is calculated based on gross receipts bracketed classification schedule (below).

Steps to calculate tax:

Step 1: Determine the profit Class (1-6) based on the profitability ratio for the business type as defined by the SIC system.

Step 2: Calculate (or project) the businesses 'Gross Receipts' based on a 12-months period.

Step 3: Using the gross receipts in Step 2, lookup the corresponding tax rate for the Class determined in Step 1.

Calculation Examples:

A. Class 3 business with (projected) annual gross receipts of \$150,000; the Occupation Tax is \$180.

B. Class 1 business with (projected) annual gross receipts of \$5,000; the Occupation Tax is \$40.

C. Class 5 business with (projected) annual gross receipts of \$502,000; the Occupation Tax is \$830.

D. Class 2 business with (projected) annual gross receipts of \$20,000 (Start Date Aug 1st) ; the Occupation Tax is \$21.25.

Notes:

1. All Occupation Tax Certificates EXPIRE Dec 31st annually and MUST be renewed BEFORE Mar 31st to AVOID penalty.

2. If Gross Receipt exceed \$30 Million, multiply Gross Receipts by Tax Rate.

3. Certain practitioners of Professionals may elect to pay a \$300 per practitioner fee in lieu of an occupation tax on gross receipts.

4. New businesses established AFTER July 1st pay one-half (1/2) tax amount determined in Step 3 (above).

5. Maximum annual tax is \$30,000.

Gross Receipts Bracketed Classification Schedule

RANGE BRACKETS		CLASS / RATE						
At Least	No More Than	1	2	3	4	5	6	
A	0	\$25,000	\$40	\$42.50	\$45	\$47.50	\$50	\$52.50
B	\$25,001	\$50,000	\$50	\$55	\$60	\$65	\$70	\$75
C	\$50,001	\$100,000	\$70	\$80	\$90	\$100	\$110	\$120
D	\$100,001	\$250,000	\$130	\$155	\$180	\$205	\$230	\$255
E	\$250,001	\$500,000	\$230	\$280	\$330	\$380	\$430	\$480
F	\$500,001	\$1,000,000	\$430	\$530	\$630	\$730	\$830	\$930
G	\$1,000,001	\$2,000,000	\$830	\$1,030	\$1,230	\$1,430	\$1,630	\$1,830
H	\$2,000,001	\$5,000,000	\$2,030	\$2,530	\$3,030	\$3,530	\$4,030	\$4,530
I	\$5,000,001	\$7,500,000	\$3,030	\$3,780	\$4,530	\$5,280	\$6,030	\$6,780
J	\$7,500,001	\$10,000,000	\$4,030	\$5,030	\$6,030	\$7,030	\$8,030	\$9,030
K	\$10,000,001	\$12,500,000	\$5,030	\$6,280	\$7,530	\$8,780	\$10,030	\$11,280
L	\$12,500,001	\$15,000,000	\$6,030	\$7,530	\$9,030	\$10,530	\$12,030	\$13,530
M	\$15,000,001	\$17,500,000	\$7,030	\$8,780	\$10,530	\$12,280	\$14,030	\$15,780
N	\$17,500,001	\$20,000,000	\$8,030	\$10,030	\$12,030	\$14,030	\$16,030	\$18,030
O	\$20,000,001	\$22,500,000	\$9,030	\$11,280	\$13,530	\$15,780	\$18,030	\$20,280
P	\$22,500,001	\$25,000,000	\$10,030	\$12,530	\$15,030	\$17,530	\$20,030	\$22,530
Q	\$25,000,001	\$27,500,000	\$11,030	\$13,780	\$16,530	\$19,280	\$22,030	\$24,780
R	\$27,500,001	\$30,000,000	\$12,030	\$15,030	\$18,030	\$21,030	\$24,030	\$27,030
S	\$30,000,001	and over	CALL FOR TAX AMOUNT					

Massage / Spa Establishment License

New or Renewal Massage / Spa Establishment License (annual)*

Before July 1st \$100

After July 1st \$50

Short-Term Rental License

New or Renewal Short-Term Rental License (annual)*

New License \$250

Renewal \$100

Depository Financial Institution License

Depository Financial Institution Business License Tax (annual)*

Percent Gross Receipts 0.25%

Min. \$1,000

Insurer License

New or Renewal Insurance License (annual)*

1st Office \$75

Each Add'l Office \$75

Per Insurer \$75

*License Expiration Dates

License Type	Expiration Date	Penalty Beginning
Occupation Tax Certificate	Dec 31st	Apr 2nd
Occupation Tax Certificate (Attorneys)	Dec 31st	Jun 1st
Massage / Spa Establishment License	Mar 31st	Apr 2nd
Short-Term Rental License	Dec 31st	Jan 1st
Depository Financial Institution Business License	Mar 1st	-
Insurance License	Dec 31st	-

Alcoholic Beverage Licensing

(Effective April 1, 2025)

For On Premises and Off-Premises Consumption

Retail Dealers			
Retail Dealers for Consumption ON PREMISES	Distilled Sprints (first fixed bar only)		\$5,000
	- Additional Fixed Bar (each)		\$500
	- Moveable Bar (each)		\$100
	Beer (only)		\$750
	Wine (only)		\$750
	Beer and Wine (only)		\$1,500
	Beer, Wine & Distilled Sprints		\$6,500
Retail Dealers for Consumption OFF PREMISES	Beer (only)		\$500
	Wine (only)		\$500
	Beer and Wine (only)		\$1,000
	Distilled Sprints (only)		\$5,000
	Beer, Wine & Distilled Sprints		\$6,000
Non-Profit Private Club			
Non-Profit Private Club for Consumption ON PREMISES	Distilled Sprints (only)		\$700
	Beer (only)		\$120
	Wine (only)		\$120
	Beer and Wine (only)		\$240
	Beer, Wine & Distilled Sprints		\$940
Manufacturing			
Brewery, Winery, or Farm Winery			\$570
Outdoor Alcohol Drinking Area Permit (Single Event Fee)			
Destination Marketing Organization of the City of Snellville (or designated alcohol provider)		Per Event	\$50
Non-Profit Organizations		Per Event	\$250
All other		Per Event	\$1 per SF or \$2,000, whichever is greater
Supplemental License (in addition to Retail Dealer License)			
Brewpub License			\$100
Farm Winery Tasting Room License			\$100
Wine Tasting Event License			\$100
Alcoholic Beverage Caterer Pouring Permit			
Alcoholic Beverage Caterer Pouring Permit (per special or temporary event)			\$50
Other License/Permit Types			
Art Shop B-Y-O-B (annual)			\$500
Personal Service Amenity License (annual)	Beer (only)		\$250
	Wine (only)		\$250
	Beer & Wine		\$500
Temporary Special Event Permit (not to exceed 3-days/6 permits per calendar year)			\$50
Home Brew Event License (up to 5 events per calendar year)			\$50
Alcohol Excise Tax			
Per Drink Excise Tax on Distilled Spirits (Paid by Retailer)			3% of Retail Price of Drink
Wholesale Sales to Retailers (Paid by Wholesaler)	Malt Beverage/Beer	By the Barrel	\$12 per 31 gal
		By the Bottle/Can	\$0.0041666 per oz.
	Wine	By the Package	\$0.22 per liter
		Distilled Spirits	By the Package \$0.22 per liter

Alcoholic Beverage Licensing

(Effective April 1, 2025)

Other Fees

Hotel/Motel In-Room Service (annual)		\$100
Transfer of Licensed Location (no change in ownership)		\$300
Administrative Fee (new applications)		\$200
Applicant Investigation By Snellville Police Dept. (per person)	Fingerprinting	\$45
	Background	\$10

APPROVED 3-10-2025

RES 2025-02