

Metropolitan **Planning** Commission

Shreveport | Caddo Parish

Caddo Parish Fees

Current Planning Department

505 Travis Street, Suite 440

Shreveport, LA 71101

phone 318-673-6480 | fax 318-673-6480

www.shreveportcaddompc.com



MPC FEE WORKSHEET FOR THE UDC

This worksheet will be filled out by an MPC Planner during application submittal. Fees must be **paid in full** at that time.

Submittal Date:			
Project Name:			
Applicant Contact:			
Project Location:			
Planning and Zoning Case Number:			
APPLICATION(S)	Units	Fees	Total Review Fee
CODE TEXT AMENDMENT			
Non-Governmental / Non-Municipal Entity		250.00	\$0.00
Governmental / Municipal Entity		No Charge	\$0.00
MPC APPLICATIONS			
REZONING			
Base Application Fee, Plus		500.00	\$0.00
PLANNED UNIT DEVELOPMENT (Preliminary Site Plan)			
Base Application Fee, Plus		500.00	\$0.00
SMALL PLANNED UNIT DEVELOPMENT (Site Plan)			
Base Application Fee, Plus		375.00	\$0.00
Per Acre Fee (after first acre - maximum total fee of \$1,000.00)		25.00	\$0.00
AMEND ORDINANCE STIPULATIONS			
Amend Ordinance Stipulations		650.00	\$0.00
PRELIMINARY PLAT			
Base Application Fee		100.00	\$0.00
FINAL PLAT/RE-PLAT			
Base Application Fee, Plus		100.00	\$0.00
Per Lot Fee (in addition to base fee - maximum total fee of \$1,300.00)		10.00	\$0.00
REVISED PLAT			
Revised Plats, including Lot Combinations		150.00	\$0.00
SPECIAL USE PERMIT			
Special Use Permit Base Fee		375.00	\$0.00
Special Use Permit Site Plan Review		375.00	\$0.00
Per Acre Fee (in addition to Special Use Permit Site Plan Review base fee - maximum total fee of \$1,300.00) * applies only to properties exceeding one acre		25.00	\$0.00
APPEALS			
Administrative Decision Appeal		500.00	\$0.00
Appeal to Parish Commission (Applicants Only)		250.00	\$0.00
VARIANCES			
ZONING			
Residential Variance to Zoning		300.00	\$0.00
Commercial / Industrial Variance to Zoning		300.00	\$0.00
Residential Administrative Exception to Zoning		350.00	\$0.00
Commercial / Industrial Administrative Exception to Zoning		500.00	\$0.00
VARIANCES			
Other		450.00	\$0.00
ADMINISTRATIVE DECISION APPEAL			
Administrative Decision Appeal		650.00	\$0.00
ADMINISTRATIVE APPLICATIONS			
TEMPORARY USE APPROVALS			
Batch Plant/Rock Crushing Facility Or Borrow Pit (Separate Administrative Site Plan Approval Fee May Be Required)		500.00	\$0.00
Farmers Market (Separate Administrative Site Plan May Be Required)		25.00	\$0.00
Other Temporary Use (i.e. Food Truck Vendor, Temporary Outdoor Entertainment, Temporary Outdoor Sales Or Temporary Storage Container)		25.00	\$0.00
VARIANCES			
Variance		150.00	\$0.00
SITE PLAN			
Pre-Application Conference (PAC)		No Charge	\$0.00
Base Application Fee, Plus		300.00	\$0.00
Administrative Site Plan Modification		100.00	\$0.00
PUD SITE PLAN			
Base Application Fee, Plus		650.00	\$0.00
Per Acre Fee (after first 5 acres - maximum)		50.00	\$0.00
CERTIFICATES OF OCCUPANCY			
Home Based Business		25.00	\$0.00
Commercial Location		50.00	\$0.00
Temporary Certificate of Occupancy		37.50	\$0.00
Property Occupied without a Valid Certificate of Occupancy		Fees Double	\$0.00
ZONING INTERPRETATION & VERIFICATION			
Zoning Interpretation		62.50	\$0.00
Zoning Verification Letter		75.00	\$0.00



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APPLICATION(S)	Units	Fees	Total Review Fee
MAP FEES			
Single Plotted Zoning Map (36" x 36")		8.00	\$0.00
Set Plotted Zoning Maps		190.00	\$0.00
Single Zoning Map on CD (.pdf format)		8.00	\$0.00
Set of Zoning Maps on CD (.pdf format)		30.00	\$0.00
Any Prepared Map Ready to Plot		15.00	\$0.00
Custom Map - Base fee		20.00	\$0.00
:Per Hour Fee (after the first hour)		20.00	\$0.00
WIRELESS COMMUNICATION TOWERS REVIEW			
Wireless Communication Towers Review		500.00	\$0.00
SIGNS			
SIGN PERMITS			
A-Frame Sign		30.00	\$0.00
Attention Getting Device		100.00	\$0.00
Billboard (New or Major Structural Modifications or Change in the Number of Faces)		200.00	\$0.00
Billboard (Face Change)		No Charge	\$0.00
Billboard (New Electronic)		500.00	\$0.00
Billboard Annual Review (Pre Billboard)		12.50	\$0.00
Canopy Sign (50 sf Or Less)		30.00	\$0.00
Canopy Sign (51 sf Or More)		40.00	\$0.00
Electronic Message Sign		100.00	\$0.00
Free Standing/Monument		100.00	\$0.00
Marquee Or Roof Sign		75.00	\$0.00
Projecting Sign		30.00	\$0.00
Public Information Event Sign		75.00	\$0.00
Scoreboard		100.00	\$0.00
Wall Sign Or Awning Sign, Banner Exhibition Sign (60 sf or Less)		17.50	\$0.00
Wall Sign Or Awning Sign, Banner Exhibition Sign (61 sf to 120 sf)		27.50	\$0.00
Wall Sign Or Awning Sign, Banner Sign (121 sf to 250 sf)		37.50	\$0.00
Wall Sign, Or Awning Sign, Banner Exhibition Sign (any size larger than 251 sf)		55.00	\$0.00
Sign Installed Without A Permit (ALL FEES DOUBLE)			\$0.00
Application Total:			\$0.00
Total Paid:			
Paid / Check Number:			
SIGNATURE OF APPLICANT _____			

FOR REFERENCE ONLY