

**CADDO PARISH FEE WORKSHEET FOR THE UDC**

Fees must be **paid in full** at the time of submittal

<b>I. ADMINISTRATIVE EXCEPTION TO ZONING</b>	
• Administrative Exception to Zoning.....	150.00
<b>II. APPEALS</b>	
• <b>Special Use Permit Appeal</b>	
o Appeal to Parish Commission (Applicants Only).....	250.00
o Appeal to Parish Commission (Aggrieved Party Only).....	No Fees
• <b>Administrative Special Use Permit Appeal</b>	
o Appeal to Parish Commission (Applicants Only).....	250.00
o Appeal to Parish Commission (Aggrieved Party Only).....	No Fees
• <b>Administrative Decision Appeal</b>	
o Appeal to the Zoning Board of Appeals.....	650.00
o Appeal to Parish Commission (Applicants Only).....	250.00
o Appeal to Parish Commission (Aggrieved Party Only).....	No Fees
• <b>Special Exception Use Appeal</b>	
o Appeal to Parish Commission (Applicants Only).....	250.00
o Appeal to Parish Commission (Aggrieved Party Only).....	No Fees
• <b>Temporary Use Permit Appeal</b>	
o Appeal to Parish Commission (Applicants Only).....	250.00
o Appeal to Parish Commission (Aggrieved Party Only).....	No Fees
• <b>Zoning Board of Appeals Decision Appeal</b>	
o Appeal to Caddo Parish District Court (Applicants Only).....	Contact Caddo Parish District Court for fees
o Appeal to Caddo Parish District Court (Aggrieved Party Only).....	Contact Caddo Parish District Court for fees
<b>III. CERTIFICATE OF OCCUPANCY</b>	
• Commercial Certificate of Occupancy.....	50.00
• Home-Based Certificate of Occupancy.....	25.00
• Temporary Certificate of Occupancy.....	37.50
• Property Occupied without a Valid Certificate of Occupancy.....	Fees Double
<b>IV. CODE TEXT AMENDMENT</b>	
• Non-Governmental/Non-Municipal Entity.....	250.00
• Governmental / Municipal Entity.....	No Fees
<b>V. MAP FEES</b>	
• Single Plotted Zoning Map (36" x 36").....	20.00
• Set Plotted Zoning Maps.....	190.00
• Single Zoning Map on CD (.pdf format).....	8.00
• Set of Zoning Maps on CD (.pdf format).....	30.00
• Any Prepared Map Ready to Plot.....	15.00
• Custom Map - Base fee.....	20.00
o Per Hour Fee (after the first hour).....	20.00
<b>VI. PLANNED UNIT DEVELOPMENTS</b>	
• Base Application Fee Plus.....	500.00
• Site Plan Review.....	650.00
o Per Acre Fee (after first 5 acres – maximum).....	50.00
• Amend Ordinance Stipulations.....	650.00
<b>VII. PRE-APPLICATION CONFERENCE (PAC)</b>	
• Pre-Application Conference (PAC).....	No Fees
<b>VIII. REZONING</b>	
• Base Fee.....	500.00

**IX. SIGN PERMIT**

- A-Frame Sign..... 30.00
- Attention Getting Device.....100.00
- Billboard (New or Major Structural Modifications or Change in the Number of Faces)..... 200.00
- Billboard (Face Change)..... No Fees
- Billboard (New Electronic)..... 500.00
- Billboard Annual Review (Pre Billboard)..... 12.50
- Canopy Sign (50 sf Or Less)..... 30.00
- Canopy Sign (51 sf Or More)..... 40.00
- Electronic Message Sign..... 100.00
- Free Standing/Monument..... 100.00
- Marquee Or Roof Sign..... 75.00
- Projecting Sign..... 30.00
- Public Information Event Sign..... 75.00
- Scoreboard..... 100.00
- Wall Sign Or Awning Sign, Banner Exhibition Sign (60 sf or Less)..... 17.50
- Wall Sign Or Awning Sign, Banner Exhibition Sign ( 61 sf to 120 sf)..... 27.50
- Wall Sign Or Awning Sign, Banner Sign (121 sf to 250 sf)..... 37.50
- Wall Sign, Or Awning Sign, Banner Exhibition Sign (any size larger than 251 sf)..... 55.00
- Sign Installed Without A Permit ..... Fees Doubl

**X. SITE PLAN**

- Base Fee..... 300.00
- Administrative Site Plan Modification..... 100.00

**XI. SMALL PLANNED UNIT DEVELOPMENTS**

- Base Fee..... 375.00
  - Per Acre Fee..... 25.00
- Amend Ordinance Stipulations..... 650.00

**XII. SPECIAL EXCEPTION USE**

- Special Exception Use Base Fee..... 300.00
- Administrative Special Exception Use Base Fee..... 300.00

**XIII. SPECIAL USE PERMITS**

- Special Use Permit Base Fee..... 375.00
  - Special use Permit Site Plan Review..... 375.00
    - 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

**XIV. SUBDIVISION APPLICATION**

- Preliminary Plat
  - Base Fee..... 100.00
- Final Plat/Re-Plat
  - Base Fee, Plus..... 100.00
    - Per Lot fee ( in addition to the base fee- maximum total fee of \$1,300.00)..... 10.00
- Revised Plat / Including Lot Combinations
  - Base Fee..... 100.00

**XV. TEMPORARY USE APPROVALS**

- Batch Plant / Rock Crushing Facility of Borrow Pit..... 500.00
- Farmers Market..... 25.00
- Other Temporary Use (i.e. Food Truck Vendor, Temporary Outdoor Entertainment, Temporary Outdoor Sales, Temporary Outdoor Container, Seasonal Sales, etc.) ..... 25.00



**Office of the MPC**

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**XVI. VARIANCE**

- Residential Variance to Zoning..... 300.00
- Commercial /Industrial Variance to Zoning..... 300.00
- Other Variances..... 450.00

**XVII. WIRELESS TELECOMMUNICATIONS:**

- Wireless Communication Towers Review..... 650.00

**XVIII. ZONING INTERPRETATION AND VERIFICATION**

- Zoning Interpretation..... 62.50
- Zoning Verification Letter..... 75.00