



Public Chapter 140 Fee Justification Report
For Fees in effect July 3, 2026

Background:

On April 3, 2025, Governor Bill Lee signed Public Chapter No. 140 into law. This Act amended Titles 5, 6, and 7 of the Tennessee Code by imposing new requirements related to development related fees assessed by local governments. The purpose of this new law is to ensure transparency, accountability, and consistency in how Tennessee’s counties, cities, and metropolitan governments assess and document development-related fees.

This new requirement applies to all local government departments, agencies, and officials that assess or collect fees related to development whenever those fees exceed \$250. Development is defined by the statute as “Any construction, building, or improvement to land or infrastructure supporting new structures.” Such development fees may include charges related to site plan, construction plan, and subdivision plat review, rezoning applications, conditional use permits, variances, building permits, inspection fees, land disturbance permits and numerous others.

Public Chapter 140 does not mandate fees to be set at any particular level, and it does not establish any requirements related to excessive or inadequate fees. Instead, the statute only requires one-time public documentation, analysis, and justification of development related fees. Upon satisfying the requirements of the statute, no additional action is required by the local government until an existing fee or fee schedule is adjusted or a new one is imposed, at which time it must be justified and studied again.

This report covers any RPC fee that will be in effect July 1, 2026, for any development fee greater than \$250.00.

Methodology:

The RPC is funded through several sources, but supported through joint appropriations from the City of Clarksville and Montgomery County. The amount requested from each body annually is offset with grants, state requisitions, and fees for services. Should any source of revenue no longer fund the RPC, fees would need to be reevaluated. The RPC has a role outside of plan review, however, the majority of hours spent by staff per month are involved in the development review process whether pre-application meetings, inquiries, processing and reviewing applications for completeness, negotiations and other meetings to work out nuances of each project, and finally, taking applications through the finality of the development review process to the RPC board and sometimes City or County legislative bodies.

Fees are used to offset 4 main aspects of the review process:

1. Staffing (hourly rate including taxes, retirement, and insurance)
2. Administrative Costs (notifications, legal ads, and recording fees)
3. Operational Costs & Overhead (signage, mileage, licenses, and technology fees for programs, utilities, building insurance, office supplies)
4. Meeting Support (commissioner pay, agenda production, post-meeting administration)



Cost Assumptions:

- **These are “average” applications.** Some applications take less time, and some take longer to get through the review process, depending on a variety of factors.
 - Average Annual Case Numbers for 2024-2025
 - 525 total applications of all types
 - Average Multi-Family application is 90 units
 - Average Commercial/Industrial application is 14,000 SF
 - Average Preliminary Subdivision is 63 lots (not including replats or 1-2 lots plats)
 - Average Final Subdivision is 22 lots (not including replats or 1-2 lots plats)
 - 80 total zoning cases

- 21 applications per month in front of the RPC were used as the baseline
- 5 applications per month were used as the baseline “In front of the Historic or Design Review Board.”
- Most applications require a site visit by staff, the RPC reimburses per mile according to the current Federal reimbursement rates. It is figured an average 17 miles per round trip per application.
- **Staff** includes total salary, benefits, health and life insurance, retirement, etc.
- **Administrative** includes legal advertisements, letters, and zoning signs as necessary.
- **Operation and Overhead** consists of mileage, maintenance, equipment, legal or consulting services, licenses, and insurance (professional and building).
- **Meeting** includes Commissioner pay and meeting administration.

Average Plan	Staff	Administrative	Operational & Overhead	Meeting	Total (Avg.)
Preliminary Subdivision >5 Lots	\$2,441	\$24	\$108	\$93	\$2,667
Final Subdivision To RPC	\$1,285	\$0	\$108	\$93	\$1,486
Staff Level Minor Preliminary S/D 3-5	\$257	\$0	\$108	\$0	\$353
1-2 Lot Replat	\$257	\$0	\$95	\$0	\$342
Staff Level Final Subdivision 3-25 Lots	\$771	\$0	\$108	\$0	\$879
Subdivision Variance	\$1,156	\$24	\$95	\$93	\$1,368
Right of Way Plan	\$771	\$24	\$108	\$93	\$972
Subdivision Deferral Fee	\$257	\$24	\$0 (previously collected)	\$93	\$374



CLARKSVILLE-MONTGOMERY COUNTY
REGIONAL PLANNING COMMISSION

Average Plan	Staffing	Administrative	Operational	Meeting	Total (Avg.)
Multi-Family Site Plan	\$2,313	\$0	\$108	\$93	\$2,514
Commercial/ Industrial Site Plan	\$2,313	\$0	\$108	\$93	\$2,514
Staff Level Site Plan	\$771	\$0	\$108	\$0	\$879
Site Plan Deferral Fee	\$257	\$0	\$0 (Previously collected)	\$93	\$360
Zoning					
AG Rezoning	\$771	\$307	\$108	\$93	\$1,229
E/RM/R-1/R-1A <5 Ac	\$1,156	\$307	\$108	\$93	\$1,664
All Other Rezoning	\$1,542	\$307	\$108	\$93	\$2,049
PUD	\$1,927	\$307	\$108	\$93	\$2,435
Amended Application	\$771	\$57	\$0 (Previously collected)	\$93	\$921
Zoning Deferral Fee	\$257	\$57	\$0 (Previously collected)	\$93	\$407
Annexation					
Annexation <10 Acres No Rezoning	\$1,285	\$430	\$108	\$93	\$1,916
Annexation <10 Acre With Rezoning	\$1,799	\$430	\$108	\$93	\$2,704
Annexation >10 Acres No Rezoning	\$1,440	\$530	\$108	\$93	\$2,273
Annexation >10 Acres With Rezoning	\$1,920	\$530	\$108	\$93	\$3,061
Abandonment	\$514	\$52	\$108	\$93	\$767
Historic / Design Review					
Signage	\$64	\$0	\$95	\$0	\$159
In-Kind Replacement / Repair	\$64	\$0	\$95	\$0	\$159
Staff Level Review	\$257	\$0	\$95	\$0	\$352
Historic / Review Board Action Needed	\$771	\$24	\$108	\$148	\$1,051



Proposed Fees Starting July 3, 2026

A separate fee schedule will be adopted based off this chart

Fee Schedule Assumptions/Justification:

- Fees are intended to cover the average application
- All fees paid for by credit/debit card incur a processing fee per the fee schedule

Subdivisions		Average Plan Cost
Minor / Staff Level 1-2 Lots and 1-2 Lot Replat	\$350	\$350
Administrative Preliminary S/D 3-5 Lots	\$900	\$900
Administrative Final Subdivision 3-25 Lots	\$900	\$900
Preliminary Subdivision >5 Lots (To RPC)	\$1,100 + \$25 per lot	63 Lots \$2,675
Final Subdivision To RPC	\$1,100 + \$15 per lot	22 Lots \$1,530
Subdivision Variance (Per 2)	\$1,400	\$1,400
Right of Way Only Plan	\$900	\$900
Revised Preliminary Fee (Administrative Corrections) – *Non Administrative Changes Full Fee	50% of the original fee	N/A
Deferral Fee after 2nd deferral (applicant requested)	\$450	\$450
Site Plans		
Site Plan Multi Family	\$1,100 + \$15 Per Unit	90 Units \$2,450
Commercial/Industrial Site Plan	\$1,100 + \$0.10 per SF for the first 25,000 SF, then \$0.02 per SF thereafter	14,000 Sq. Ft. \$2,500
Staff Level Site Plan	\$900	\$900
Revised Site Plan Fee (Administrative)	50% of the original fee	N/A
Deferral Fee after 2nd deferral (applicant requested)	\$450	\$450



Rezoning		Average Plan Cost
AG Rezoning of any size and E or EM districts of <5 Acres	\$1,200	\$1,200
RM/R-1/R-1A <5 Acres	\$1,600	\$1,600
All Other Rezoning	\$2,000	\$2,000
PUD	\$2,400	\$2,400
Amended Rezoning Application	\$600	\$600
Rezoning Deferral after 1st deferral (applicant requested)	\$400	\$400
Annexations		
Annexation <10 Acres No Rezoning	\$2,000	\$2,000
Annexation <10 Acre With Rezoning	\$2,700	\$2,700
Annexation >10 Acres No Rezoning	\$2,300	\$2,300
Annexation >10 Acres With Rezoning	\$3,000	\$3,000
Abandonments		
City Abandonment	\$750	\$750
Historic and Design Districts Only		
Signage	\$50	\$50
In-Kind Replacement / Repair	\$0	\$0
Staff Level Review	\$300	\$300
Historic / Design Review Board Action Needed	\$1,000	\$1,000