



**MEMORANDUM**

**TO:** Timothy J. Baroody, City Manager  
**FROM:** Richard E. Lawrence, Assistant Director of Finance  
**DATE:** April 11, 2022 (for the April 26, 2022 Council Meeting)  
**RE:** Setting Rates of Compensation for Members of the Fredericksburg Planning Commission, Architectural Review Board, and Board of Zoning Appeals

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**ISSUE**

The Community Planning and Building Department would like to increase the compensation for the Fredericksburg Planning Commission, Fredericksburg Architectural Review Board, and Fredericksburg Board of Zoning Appeals, as follows:

- Fredericksburg Planning Commission: Payment increased per member per meeting attended from \$0 to \$50
- Fredericksburg Architectural Review Board: Payment increased per member per meeting attended from \$0 to \$25
- Fredericksburg Board of Zoning Appeals: Payment increased per member per meeting attended from \$10 to \$25

**RECOMMENDATION**

This item is a transmittal and should be considered after final adoption of a companion ordinance that amends the City Code to allow for the Planning Commission to be compensated.

This resolution requires one reading and is scheduled for May 10<sup>th</sup>.

**BACKGROUND**

The Code of Virginia and Fredericksburg City Code authorize the city to provide compensation to the Planning Commission, Architectural Review Board, and Board of Zoning Appeal members for the services they provide to the City.

Compensation for members of these boards recognizes the time and resources these members spend to improve the quality and character of the City. While the primary impetus for board/commission members is community service, it is fitting to acknowledge their work, time, site visit expenses, and use of their hardware for packet information.

For comparison:	Stafford County	PC members: \$10,000/year; no compensation for ARB or BZA
	Charlottesville	PC chair: \$500/meeting; members: \$100/meeting; no compensation for ARB or BZA
	Manassas	PC members: \$50/meeting, no compensation for ARB or BZA
	Falls Church	PC chair: \$150/month; members: \$100/month, no compensation for ARB or BZA
	Harrisonburg	PC members: \$100/month, BZA: \$30/per meeting attended; no ARB in Harrisonburg
	Caroline	PC members: \$3,399 per year, BZA: \$48 per meeting, no ARB in Caroline
	Spotsylvania	PC members: \$7,500 per year, BZA: \$1,200 per year, no compensation for ARB

**FISCAL IMPACT**

The increases in compensation would result in potential annual expenditures of \$5,000 to Planning Commission members, \$2,500 to Architectural Review Board members, and an increase of \$900 to Board of Zoning Appeals members.

Attachment: Resolution

cc: Charles R. Johnston, Director of Community Planning & Building



April 26, 2022  
Regular Meeting  
Resolution 22-\_\_

**MOTION:**

**SECOND:**

**RE:           Setting Rates of Compensation for Members of the Fredericksburg Planning Commission, Architectural Review Board, and Board of Zoning Appeals**

**ACTION:       APPROVED: Ayes: 0; Nays: 0**

The Code of Virginia § 15.2-2212 authorizes local governing bodies to provide compensation to Planning Commission members for the services they provide to the City. Similarly, Virginia Code § 15.2-2308.D provides for compensation to members of the local Board of Zoning Appeals (BZA), and Virginia Code 15.2-2306 enables the governing body to provide for compensation to members of the Architectural Review Board charged with administering the City's historic preservation ordinances.

Fredericksburg City Code § 10-94 provides for a minimum rate of compensation to Members of the Board of Zoning Appeals at \$10.00 per meeting attended. Actual BZA compensation is currently set at that minimum rate, while Planning Commission and Architectural Review Board compensation has not been established.

Therefore, the City Council hereby resolves that:

- Members of the Fredericksburg Planning Commission shall be compensated for their services at a rate of \$50.00 per meeting attended.
- Members of the Fredericksburg Board of Zoning Appeals shall be compensated for their services at a rate of \$25.00 per meeting attended.
- Members of the Fredericksburg Architectural Review Board shall be compensated for their services at a rate of \$25.00 per meeting attended.
- This resolution shall be effective on July 1, 2022.

**Votes:**

**Ayes:**

**Nays:**

**Absent from Vote:**

**Absent from Meeting:**

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***Clerk's Certificate***

*I certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution No. 22-\_\_, adopted at a meeting of the City Council held April 26, 2022, at which a quorum was present and voted.*

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***Tonya B. Lacey, MMC***  
***Clerk of Council***