



MOTION:

SECOND:

Date
Regular Meeting
Ordinance No. 22-__

RE: Amending the Fee Schedule for Planning and Zoning Applications

FIRST READ: _____ **SECOND READ:** _____

Sec. I. Introduction.

The City charges fees, as authorized by the Code of Virginia, for the administration of Unified Development Ordinance, including review and processing of development and land use applications. These fees may be amended from time to time by ordinance. This update marks the first comprehensive amendment of the Planning Services fee schedule since 2017.

The fees outlined in this ordinance are reasonably calculated to reflect the costs of administering these programs, taking into account the time, skill, and expense required, including the expense of providing statutory notice of public hearings.

City Council held a public hearing regarding the fee schedule set forth in this ordinance on _____, 2022.

Sec. II. 2022 Schedule of Fees.

The City Council of the City of Fredericksburg hereby amends the schedule of fees for Planning Services by adopting the Proposed Fees shown below:

1. Zoning and Land Use Permit Fees

Zoning and Land Use Permit Fees		
Description	Current Fee	Proposed Fee
Accessory Structure Permit (Structures < 256 sq. ft. and No Building Permit Required)	\$0	\$0
Administrative Adjustments Including: Administrative Modification/Alternative Landscape Plan/Alternative Parking Plan/Site	\$120	\$150

Plan Exception/Subdivision Exception/ <u>Alternative Form of Development</u>		
Architectural Review Board (Certificate of Appropriateness)		
Signs, Fences, Accessory Structures	\$60	\$75
Alterations and <u>Partial</u> Demolition	\$120	\$150
New Construction, Additions, <u>and</u> <u>Complete Demolition</u>	\$180	\$250
Board of Zoning Appeals – Appeal, Variance, <u>Special Exception</u> , Chesapeake Bay Overlay District RPA Exception	\$400 for an Individual SF Lot \$600 All Others	\$450 for an Individual SF Lot \$700 All Others
Certificate of Zoning Use Permit	\$30	\$50
City Council – Appeal, Exception	\$400 for an Individual SF Lot \$600 All Others	\$450 for an Individual SF Lot \$700 All Others
Corridor Overlay Design Review – New Construction	\$60	\$75
Downtown Parking Fund	\$7,150	\$8,150 / Parking Space
Fence Permit	\$0	\$0
Home Occupation Permit / Homestay Permit	\$30	\$50
Non-Conforming Use – Change, Expansion	\$300	\$350
Sidewalk Café	\$0	\$0
Signs, A-Frame	\$25	\$25

Signs, Illuminated <u>Freestanding</u>	\$90/sign	\$175/sign + \$60 if illuminated + 2% State Fee
Signs, Non-Illuminated <u>Building Mounted</u>	\$60/sign	\$85/sign + \$30 if illuminated + 2% State Fee
Signs, Temporary	\$50	\$75
Special Exception Permit	\$750 + \$150/acre	\$850 + \$175/acre
Special Use Permit	\$300 for an Individual SF Lot \$750 + \$150 an acre for All Others	\$350 for an Individual SF Lot \$850 + \$175 an acre for All Others
Temporary Use Permit	\$30	\$50
Text Amendment	N/A	N/A
Vacation of Easement / Right-of-Way	\$300	\$350
Zoning Letter – Confirmation, Verification, DMV	\$60 for an Individual SF Lot \$120 All Others	\$75/GPIN
Zoning Map Amendment, ≤ 2 acres	\$750 + \$150/acre	\$850 + \$175/acre
Zoning Map Amendment, > 2 acres	\$1,500 + \$150/acre	\$1,700 + \$175/acre
Zoning Map Amendment, Proffer Amendment	100% of Zoning Map Amendment Fee	100% of Zoning Map Amendment Fee

2. Development Fees

DEVELOPMENT REVIEW FEES		
Subdivision Plats		
Description	Current Fee	Proposed Fee
Preliminary Subdivision Plat <i>Major Subdivision (>50 lots)</i> <i>Minor Subdivision (10-50 lots)</i>	\$1,500 + \$60/lot	\$1,750 + \$75/lot
Final Subdivision Plat	Minor Subdivision without Preliminary Subdivision Plat Approval \$1,600 + \$120 / lot All Others \$1,200 + \$120 / lot	Minor Subdivision without Preliminary Subdivision Plat Approval \$1,850 + \$150 / lot All Others \$1,500 + \$150 / lot
Final Subdivision Plat – Boundary Line Adjustment, Consolidation, Easement / ROW Dedication	\$600	\$700
Vacation of a Recorded Subdivision Plat	\$150	\$175
Minor Site Plan Land Disturbance < 2,500 sq. ft.		
Application Fee	\$575	\$650
Archaeological Review Fee	\$60	\$75
Revision to Approved	\$250	\$300
Major Site Plan – Land Disturbance ≥ 2,500 sq. ft. and Construction Plan (Subdivision)		
Administrative Base Fee	\$1,000	\$1,200
Archaeological Review Fee	\$120	\$150

E&S/SWM Plan Review Fee	Residential Site Plans < 10 lots, Multi-Family, and Non-Residential Projects \$700	Residential Site Plans < 10 lots, Multi-Family, and Non-Residential Projects \$800
	Residential Site Plans ≥ 10 lots and Mixed-Use Projects \$1,000	Residential Site Plans ≥ 10 lots and Mixed-Use Projects \$1,200
Utilities / Water, Sewer, Storm Sewer	\$120 + \$0.60 / linear ft of storm sewer \$120 + \$0.60 / linear ft of sanitary sewer \$120 + \$0.60 / linear ft of waterline	\$150 + \$0.70 / linear ft of storm sewer \$150 + \$0.70 / linear ft of sanitary sewer \$150 + \$0.70 / linear ft of waterline
Public Streets	\$600 + \$0.60 / linear ft of each travel lane	\$700 + \$0.70 / linear ft of each travel lane
Parking Areas / Vehicular Travel Lanes	\$120 + \$0.04 / square ft of paved area	\$150 + \$0.05 / square ft of paved area
Fire Lane	\$150	\$175
Revision to Approved	50% of original fee Minimum fee \$575	50% of original fee Minimum fee \$650
Grading Plan		
Administrative Base Fee	\$700	\$800
Archaeological Review Fee	\$120	\$150
E&S/SWM Plan Review Fee	\$700	\$800

Land Disturbance Permit Fees

Land Disturbing Activity less than 10,000 sq. ft. not	\$200	\$250
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associated with single family dwelling or residential accessory improvements (valid for six months) - Renewal fee for each succeeding 6-month period	\$200/renewal	\$250/renewal
Land Disturbing Activity less than 2-month's duration - Renewal fee for additional 2-month period (may only be renewed once)	\$200 \$200/renewal	\$250 \$250/renewal
Land Disturbing Activity 10,000 sq. ft. or greater (valid for twelve months) - Renewal fee for each succeeding 6-month period	\$600+\$300/acre Max. \$3,600 \$800/renewal	\$700 + \$350/acre Max. \$4,100 \$900/renewal
Land Disturbing Activity 10,000 sq. ft. or greater associated with single family attached/detached of 10 lots or more and mixed use development (valid for 30 months) - Renewal fee for each succeeding 6-month period	\$5,600 + \$600/acre, no limit to acreage ¹ \$1,600/renewal	\$6,500 + \$680/acre, no limit to acreage ¹ \$1,850/renewal
¹ Single Family attached/detached residential units in subdivisions also pay the Residential Lot Grading Plan fee-when the building permit is applied for on the individual lot.		

Other Development Review Fees		
As-Built Plan Application	\$200	\$250
Development Review Fee Refunds	If a site / subdivision application is withdrawn, the applicant may submit a request in writing for a refund. A refund will be	If a site / subdivision application is withdrawn, the applicant may submit a request in writing for a refund. A refund will be

	<p>issued subject to the following:</p> <ol style="list-style-type: none"> 1. The initial staff review has not been completed. 2. A plan review and processing fee will be deducted from the original fee. <p>Plan Review and Processing Fee: 50% of the original fee; Minimum fee \$600</p>	<p>issued subject to the following:</p> <ol style="list-style-type: none"> 1. The initial staff review has not been completed. 2. A plan review and processing fee will be deducted from the original fee. <p>Plan Review and Processing Fee: 50% of the original fee; Minimum fee \$700</p>
Performance Guarantee – Intake / Contract Management	\$200	\$250
Performance Guarantee – Reduction, Release, Replacement / Substitution of Agreement, Contract Extensions	\$100	\$150
Performance Guarantee – Default Action	\$500	\$600
Performance Guarantee – Report Requests	\$50	\$75
Residential Lot Grading Plan (Individual Lots)	<p>\$350/SF Dwelling Unit (Attached/Detached) + \$60 for Archaeological Review*</p> <p><i>*Lots within a subdivision with an approved major site plan are exempt from the Archaeological Review fee.</i></p> <p>\$175 Amendment</p>	<p>\$400/SF Dwelling Unit (Attached/Detached) + \$75 for Archaeological Review*</p> <p><i>*Lots within a subdivision with an approved major site plan are exempt from the Archaeological Review fee.</i></p> <p>\$200 Amendment</p>

Sec. III. Effective date.

This ordinance becomes effective on July 1, 2022.

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

Approved as to form:

Kathleen Dooley, City Attorney

Clerk's Certificate

I, the undersigned, certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Ordinance No. 22-__ duly adopted at a meeting of the City Council meeting held Date, 2022 at which a quorum was present and voted.

Tonya B. Lacey, MMC
Clerk of Council