

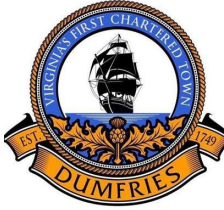
Town of Dumfries Council Meeting Packet



Derrick R. Wood, Mayor
Monaé S. Nickerson, Vice Mayor
Selonia B. Miles, Chair Pro Tem
Tyrone Brown, Councilmember
Brian K. Fields, Councilmember
Shaun Peet, Councilmember
Caetrina A. Peterson, Councilmember

Jonet Prevost-White, Interim Town Manager
Sharon E. Pandak, Town Attorney
Tangi R. Hill, Town Clerk

April 4, 2023



DUMFRIES, VIRGINIA

Virginia's Oldest Continuously Chartered Town
CHARTERED 1749 INCORPORATED 1961

John Wilmer Porter Municipal Building
17739 Main Street, Suite 200
Dumfries, Virginia 22026
Tel: 703-221-3400 / Fax: 703-221-3544
www.dumfriesva.gov

DUMFRIES TOWN COUNCIL MEETING TUESDAY, APRIL 4, 2023 AT 7:00 PM COUNCIL CHAMBERS

- I. Call to Order and Roll Call
- II. Moment of Prayer - Pastor Will Archer, Potomac Valley Church
- III. Pledge of Allegiance
- IV. Adoption of Agenda
- V. Awards and Proclamations
 - A. 2023 Autism Appreciation Month Proclamation Celebrating Kenton Young – Chair Pro Tem Selonia Miles
 - B. 2023 Autism Appreciation Month Proclamation Celebrating Kennard Young – Chair Pro Tem Selonia Miles
 - C. 2023 Autism Appreciation Month Proclamation Celebrating the Arc of Greater Prince William – Chair Pro Tem Selonia Miles
 - D. 2023 Autism Appreciation Month Proclamation Celebrating Didlake – Mayor Derrick Wood
- VI. Approval of Minutes
 - A. Dumfries Town Council Meeting Minutes – March 21, 2023 Regular Meeting and March 28, 2023 Special Called Meeting
- VII. Citizen Comment Period
- VIII. Mayor & Council Comment
- IX. Reports and Presentations
 - A. OmniRide Community Update – Dr. Robert A. Schneider, Executive Director, OmniRide
 - B. FY24 Proposed Fiscal Plan Presentation – Jonét Prévost-White, Interim Town Manager

X. Action Items

- A. Consideration of an Ordinance to Adopt the Town Fee Schedule – **Public Hearing Date of May 2, 2023**
- B. Consideration of a Resolution to Adopt the FY24-28 Town Capital Improvement Plan - **Public Hearing Date of May 2, 2023**
- C. Consideration of an Ordinance to Appropriate Funds for Fiscal Year 2024 in the Amount of \$10,818,536 - **Public Hearing Date of May 2, 2023**
- D. Adoption of the Naming and Renaming of Town Facilities, Parks, and Streets Policy Guidelines

XI. Closed Session

- A. One Personnel Matter Relating to Consideration of Prospective Candidates for the New Town Manager Pursuant to Va. Code § 2.2-3711. A(1)

XII. Adjournment



**2023 AUTISM APPRECIATION MONTH PROCLAMATION
CELEBRATING KENTON YOUNG**

WHEREAS, the Town of Dumfries recognizes the courage and commitment of self-advocates throughout history and reaffirms our commitment to be a community of opportunity and inclusion for all citizens; and

WHEREAS, throughout history social justice movements have been led by our youth; and

WHEREAS, through the work of self-advocates our society has shifted the landscape of both education and employment by challenging the notion that inequity is justifiable; and

WHEREAS, Kenton Young is an accomplished athlete and member of the Sigma Beta Club; and

WHEREAS, Kenton Young has continuously demonstrated the ability to effectively communicate, convey, negotiate, and assert the interest, desires, needs, and rights of his community.

NOW, THEREFORE BE IT PROCLAIMED, that the Town of Dumfries, Virginia, does hereby commend Kenton Young for his outstanding contribution to advocacy as well as his perseverance and calls upon citizens to recognize and celebrate the vital role he and self-advocates play in changing narratives and empowering the Autism Community.

BE IT FURTHER PROCLAIMED, by the Town Council of Dumfries, Virginia that April is officially designated as **WORLD AUTISM APPRECIATION MONTH**, and we commend and celebrate April 2, 2023, as **WORLD AUTISM APPRECIATION DAY** in the Town of Dumfries.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town of Dumfries to be affixed this 4th day of April 2023.

A handwritten signature in black ink, appearing to read "Derrick R. Wood", is written above a horizontal line.

Derrick R. Wood, Mayor



**2023 AUTISM APPRECIATION MONTH PROCLAMATION
CELEBRATING KENNARD YOUNG**

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Derrick R. Wood, Mayor



2023 AUTISM APPRECIATION MONTH PROCLAMATION CELEBRATING THE ARC OF GREATER PRINCE WILLIAM

WHEREAS, autism is a pervasive developmental disorder affecting the social, communication and behavioral skill of those affected by it; and

WHEREAS, as more health professionals become proficient in diagnosing autism, more children are being diagnosed on the autism spectrum, resulting in rates as high as 1 in 36 children; and

WHEREAS, while there is no cure for autism, it is well-documented that if individuals with autism receive treatment early in their lives, it often is possible for those individuals to lead significantly improved lives; and

WHEREAS, individuals with autism often require a lifetime of specialized and community support services to ensure their health and safety and to support families' resilience as they manage the psychological and financial burdens autism presents; and

WHEREAS, the Arc of Greater Prince William is committed to providing opportunities for persons with developmental disabilities including autism to achieve their greatest potential for growth and independence; and

WHEREAS, the Arc of Greater Prince William offers training workshops that provide a variety of information and resources; and

WHEREAS, the Arc of Greater Prince William's Recreational Program offers a comprehensive social and recreational program for people with disabilities of all ages and abilities that facilitate the development of leisure and recreational skills, socialization, independence, and overall enhancement of the quality of life; and

WHEREAS, the Arc of Greater Prince William operates the Muriel Humphrey and Robert Day Childcare Centers that offer warm and nurturing environments for children with disabilities; and

WHEREAS, in 2008 the United Nations General Assembly designated April 2 as World Autism Awareness Day® with April being World Autism Awareness Month®; and

WHEREAS, in 2021 the Autism Society of America along with self-advocates have called for a shift away from the awareness label by stating that awareness is not enough. As a society, we have moved beyond the act of informing about Autism and highlighting differences between people. It is more important than ever to focus on the understanding and inclusion of diverse individuals within our communities; and

WHEREAS, in 2021 the Autism Community began to celebrate Autism Acceptance Month® with an ultimate goal of Autism Appreciation.

NOW, THEREFORE BE IT PROCLAIMED, that the Town Council of Dumfries, Virginia do hereby proclaim April as Autism Appreciation Month and urge the residents of our community, and communities across the country, to appreciate the Autism Community.

BE IT FURTHER PROCLAIMED, that the Town of Dumfries, Virginia, does hereby commend the Arc of Greater Prince William for their commitment to ensuring that the dignity and rights of each person be protected and promoted with the utmost care and calls upon citizens to recognize and celebrate the Arc of Greater Prince William for their outstanding contributions.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town of Dumfries to be affixed this 4th day of April 2023.

Derrick R. Wood, Mayor



2023 AUTISM APPRECIATION MONTH PROCLAMATION CELEBRATING DIDLAKE

WHEREAS, autism is a pervasive developmental disorder affecting the social, communication and behavioral skill of those affected by it; and

WHEREAS, as more health professionals become proficient in diagnosing autism, more children are being diagnosed on the autism spectrum, resulting in rates as high as 1 in 36 children; and

WHEREAS, while there is no cure for autism, it is well-documented that if individuals with autism receive treatment early in their lives, it often is possible for those individuals to lead significantly improved lives; and

WHEREAS, individuals with autism often require a lifetime of specialized and community support services to ensure their health and safety and to support families' resilience as they manage the psychological and financial burdens autism presents; and

WHEREAS, Didlake believes that all people deserve access to opportunities for growth, especially education and committed to this belief they created the Didlake School to provide opportunities for children with disabilities including Autism to learn and develop their potential; and

WHEREAS, Didlake is committed to offers job opportunities for people with disabilities in a supportive work environment and offers employment services for individuals interested in competitive employment in the community to help ensure them achieve employment success; and

WHEREAS, in 2008 the United Nations General Assembly designated April 2 Autism Awareness Day with April being Autism Awareness month; and

WHEREAS, in 2021 the Autism Society of America along with self-advocates have called for a shift away from the awareness label by stating that awareness is not enough. As a society, we have moved beyond the act of informing about Autism and highlighting differences between people. It is more important than ever to focus on the understanding and inclusion of diverse individuals within our communities; and

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BE IT FURTHER PROCLAIMED, that the Town of Dumfries, Virginia, does hereby commend Didlake for their commitment to creating opportunities that enrich the lives of people with Autism and call upon citizens to recognize and celebrate the vital role Didlake plays in empowering the Autism Community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Town of Dumfries to be affixed this 4th day of April 2023.

Derrick R. Wood, Mayor

**DUMFRIES TOWN COUNCIL
MEETING MINUTES
TUESDAY, MARCH 21, 2023**

MEETING HELD IN COUNCIL CHAMBERS

A video recording of this meeting is available on the Town's Website at www.dumfriesva.gov and YouTube Channel at <https://www.youtube.com/live/Ry527bhU1hA?feature=share>

I. Call to Order and Roll Call

At 7:03 PM, Mayor Wood called the meeting to order. The following members were recorded as present: Brown, Nickerson, Peterson, and Wood. Absent were Fields, Miles, and Peet.

II. Silent Prayer

A moment of silent prayer was held.

III. Pledge of Allegiance

Mayor Woods asked all to stand for the Pledge of Allegiance.

IV. Adoption of the Agenda

Mayor Wood requested a point of privilege to add an Introduction by Police Chief Gaylen of Officer Kasie Bates. On a motion made by Mayor Wood, seconded by Vice Mayor Nickerson to adopt the amended agenda placing an Introduction before Awards and Proclamations. Vote 4-0-0 (Yes: Brown, Nickerson, Peterson, and Wood; No: N/A; Abstain: N/A)

V. Introduction

Police Chief Gaylen introduced Officer Kasie Banks.

VI. Awards and Proclamations

The following proclamations were presented:

National Nutrition Month Proclamation – Mayor Derrick Wood

Save Your Vision Proclamation – Mayor Derrick Wood

School Music Month Proclamation – Mayor Derrick Wood

VII. Approval of Minutes

Dumfries Town Council Meeting Minutes – February 17-18, 2023, March 7, 2023, and March 14, 2023

Vice Mayor Nickerson requested a revision of the minutes of the March 14, 2023 meeting requesting that the water installation and report of funding by the Interim Town Manager be prioritized over the rescue building with the summer months approaching. On a motion made by Vice Mayor Nickerson, seconded by Councilman Brown to approve the minutes of February 17-18, 2023, March 7, 2023, and March 14, 2023 with the revision of the March 14, 2023, Council meeting as noted. Vote 4-0-0 (Yes: Brown, Nickerson, Peterson, and Wood; No: N/A; Abstain: N/A).

VIII. Citizens Comments

IX. Reports and Presentations

GoGov Citizen Request Management (GoRequest) and Citizen Notifications (GoNotify) Platforms - Kevin Strauss, Vice President of Regional Sales

Vice Mayor Nickerson requested that Interim Town Manager Prevost-White review and provide Council with the cost and her recommendations for GoGov and similar platforms.

Town Manager's Report – Jonet Prevost-White, Interim Town Manager/Public Works Director

Interim Town Manager Prevost-White presented her report.

X. Action Items (Public Hearing)

Ordinance Amending the Fiscal Year 2022-2023 Budget in the Amount of \$3,499,958.68 ARPA Funding – **Public Hearing**

After the Public Hearing, on a motion made by Vice Mayor Nickerson, seconded by Councilman Brown to adopt the Ordinance Amending the Fiscal Year 2022-2023 Budget in the Amount of \$3,499,958.68 ARPA Funding. Vote 4-0-0 (Yes: Brown, Nickerson, Peterson, and Wood; No:

N/A; Abstain: N/A).

Appointment to the Bull Run Alcohol Safety Action Program (ASAP) Policy Board

On a motion made by Mayor Wood, seconded by Vice Mayor Nickerson to appoint Councilman Brian Fields to the Bull Run Alcohol Safety Action Program (ASAP) Policy Board. Vote 4-0-0 (Yes: Brown, Nickerson, Peterson, and Wood; No: N/A; Abstain: N/A).

Appointment to the 275th Charter Anniversary Committee

On a motion made by Mayor Wood, seconded by Vice Mayor Nickerson to appoint Dr. Anita Nee' Eagle Frevert, Yolanda Green, Charles Reid, Norma Fields, Lara Brittain, Annette Newman, Carrie Smith, Connie Dutton, and Angelique Combs to the 275th Charter Anniversary Committee. It was noted that the meetings will be held on the 3rd Monday of the month via Zoom, with the initial meeting on April 17th, and that the committee will dissolve after the May 11, 2024 event. Vote 4-0-0 (Yes: Brown, Nickerson, Peterson, and Wood; No: N/A; Abstain: N/A).

Adjournment

Mayor Wood adjourned the meeting at 8:01pm.

**DUMFRIES TOWN COUNCIL
SPECIAL CALLED MEETING MINUTES
TUESDAY, MARCH 28, 2023**

MEETING HELD IN COUNCIL CHAMBERS

A video recording of this meeting is available on the Town's Website at www.dumfriesva.gov and YouTube Channel at <https://www.youtube.com/live/uaMoecx-qK8?feature=share>

I. Call to Order and Roll Call

At 6:00 PM, Mayor Wood called the meeting to order. The following members were recorded as present: Fields, Peet, Peterson, and Wood. Mayor Wood noted that Brown and Miles were in route.

II. Silent Prayer

A moment of silent prayer was held.

III. Pledge of Allegiance

Mayor Woods asked all to stand for the Pledge of Allegiance.

IV. Adoption of the Agenda

On a motion made by Councilman Peet, seconded by Councilman Brown to adopt the amended agenda placing a Closed Session after Item IX. Action Items. Vote 4-0-0 (Yes: Fields, Peet, Peterson, and Wood; No: N/A; Abstain: N/A)

Councilman Brown and Chair Pro Tem Miles were present.

V. Closed Session

Discussion of One (1) Personnel Matter Relating to Consideration of Prospective Candidate for the New Town Manager Pursuant to Va. Code §§2.2-3711.A(1)

On a motion made by Mayor Wood, seconded by Chair Pro Tem Miles, the Council convened in Closed Session, at 6:05 pm pursuant to Va. Code §§2.2-3711.A.(1) for the discussion of a personnel matter relating to consideration of prospective candidate for the new town manager. Vote 6-0-0 Yes: Brown, Fields, Peterson, Miles, Peet, and Wood; No: N/A;

Abstain: N/A).

On a motion made by Councilman Peet seconded by Chair Pro Tem Miles, the Council concluded Closed Session and reconvened in Open Session at 8:49 pm certifying that only the matter required in closed session was discussed in closed session. Vote 6-0 (Yes: Brown, Fields, Peterson, Miles, Peet, and Wood; No: N/A; Abstain: N/A).

Adjournment

Mayor Wood adjourned the meeting at 8:49 pm.

OmniRide: Community Update

Dr. Robert A. Schneider
Executive Director, OmniRide

For the
Dumfries Town Council
April 4, 2023

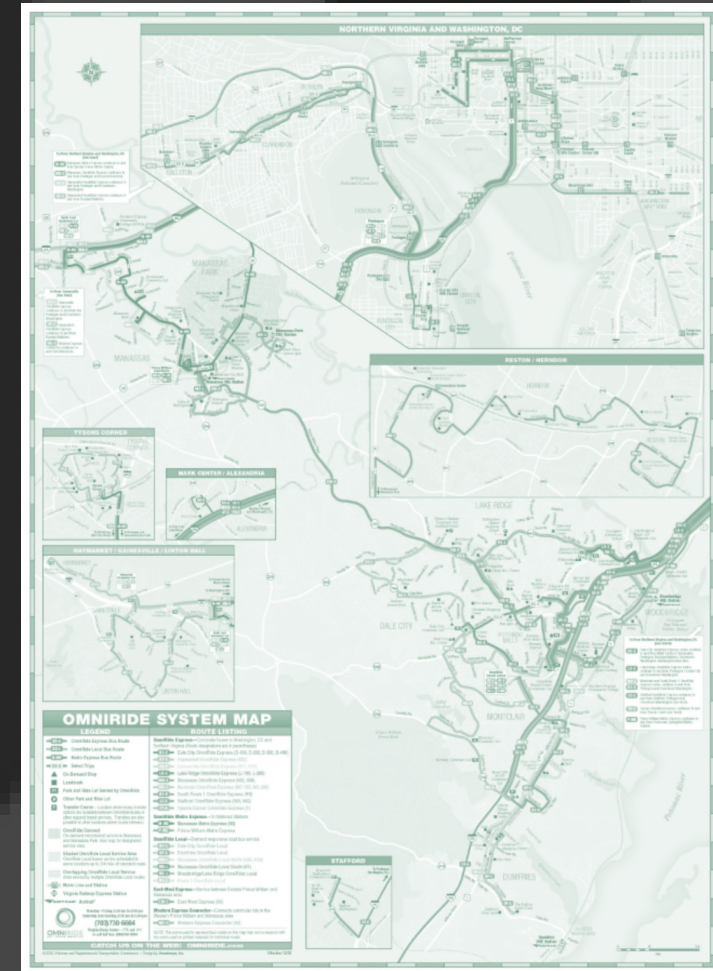


OmniRide: Who we are...

- Transit operations (local & express)
- Co-owners of VRE
- Alternative mode developers
- Regional leaders

OmniRide: Who we are...

- 150 Buses
- 2 Major Operations Facilities
- Service footprint:
 - DC / Tysons Corner / Pentagon
 - Haymarket I-66 / Stafford I-95
 - Points in-between



OmniRide: Who we are...

- Six Jurisdictions
 - Prince William County
 - Manassas
 - Manassas Park
 - DRPT & FTA
- \$86M Budget

COMMUTER



LOCAL



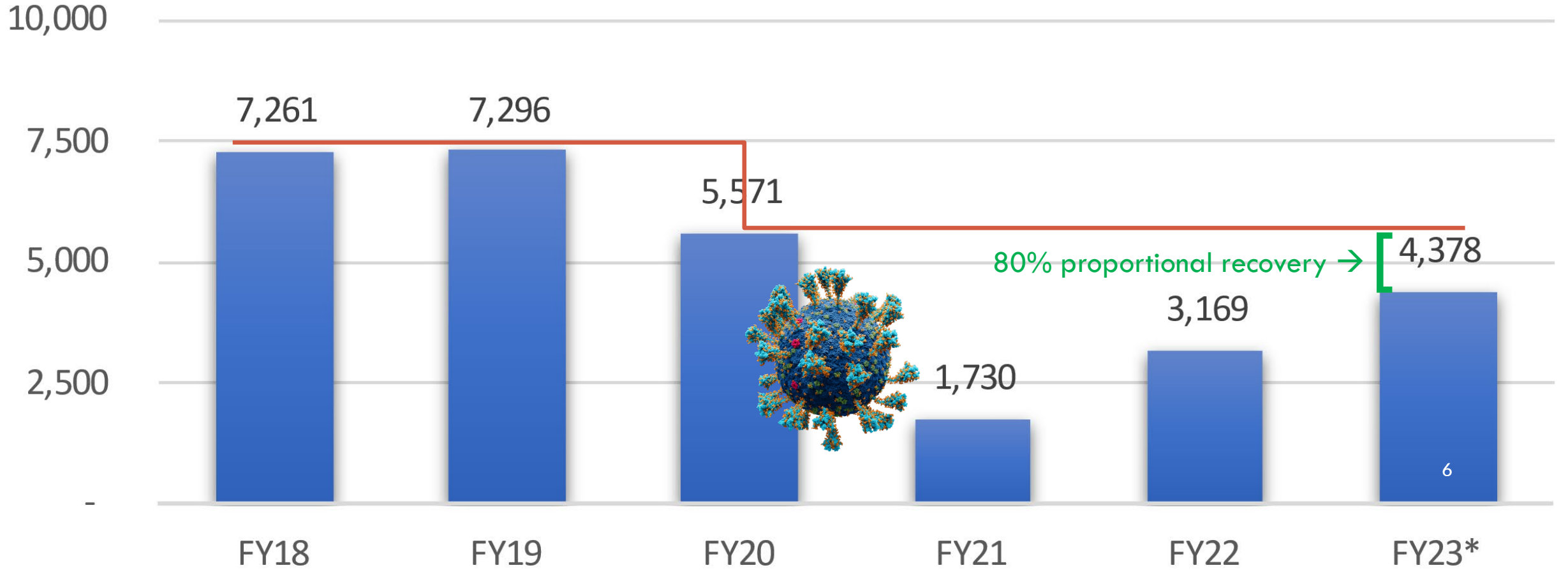
OMNIRIDE EXPRESS

Commuter Service in a Post-Pandemic World

- Permanent Telework Culture
- Shifting Travel Demand (times & places)
- Re-thinking service design for simplicity
- Long-distance travel still in demand



Average Daily Ridership Commuter Bus



 = Approx Service Volume

*FY 23 shown through Nov, 2022

The background image shows two blue Omniride buses parked side-by-side. The destination sign on both buses reads "Enjoy the Ride!". Several people are gathered around the buses, cutting white ribbons that are draped across the front. A sign in the foreground features the Omniride logo and the word "OMNIRIDE".

OMNIRIDE EXPRESS

Adjustments to Match Travel Patterns

- Reducing trips to match pre-pandemic efficiency
- Adding distinct mid-day & later evening branded trips
- Migrating to “clock face” travel times
- Increasing commuter fares to bring in more federal funds from SmartBenefits (\$9 per one-way trip)

OMNIRIDE EXPRESS

Adjustments to Match Travel Patterns

- Will add later AM trips when ridership builds back
- Adding express routes from Spotsylvania in 2024
- Mobile ticketing in Dec '22 – to be expanded in FY24
- I-66 bi-directional toll lanes = reliability (I-95 🤖 🤖)



OMNIRIDE LOCAL

Local Service Travel Patterns:

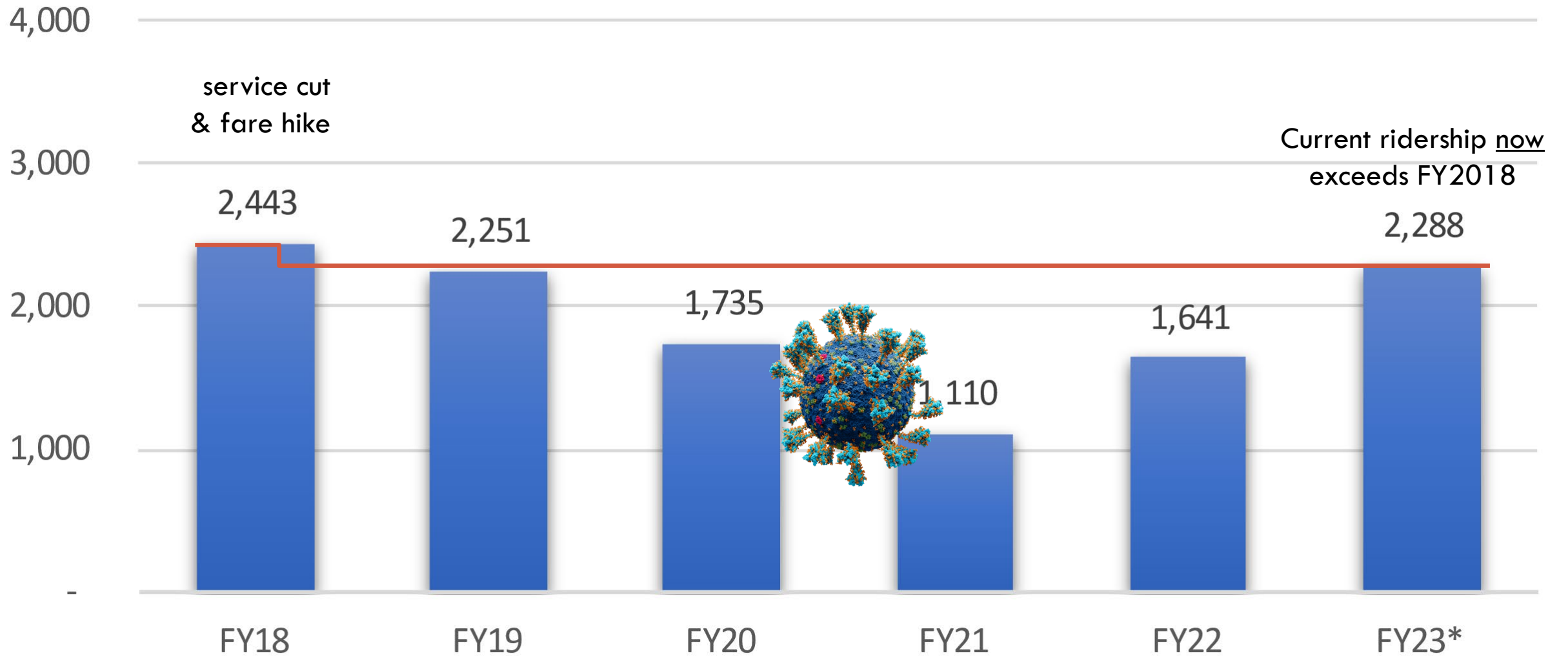
- NO local service reductions during pandemic
- Service/retail economy was slow to bounce back
- “Delivery economy” reduced trip volumes
- Seniors have heavily decreased transit use
- Saturdays came back to pre-pandemic before M-F

OMNIRIDE LOCAL

Local Service Highlights:

- Local Route Zero Fare Continues through FY2024
- Ridership NOW at pre-pandemic levels
- Success with microtransit & new routing in Manassas
- New SUNDAY service in Eastern PWC (August 2022)

Average Daily Ridership Local Bus



— = Approx Service Volume

*FY 23 shown through Nov, 2022

OMNIRIDE LOCAL

Rethinking Eastern PWC:

- Proposed \$2.5M budget enhancement for FY2024 implementation (new & more frequent service)
- Community-focused services (building on density)
- Extensive public outreach (Spring–Late Summer)
- New schedules / signs & route names, etc.

NEW & SIMPLER ROUTE NAMES

51 – Dumfries Local

52 – Route 1 Local

53 – Dumfries Connector

91 – Dale City Local

92 – Lake Ridge Local

93 – Woodbridge Local

94 – Lake Ridge Connector

95 – Prince William Metro Express

NEW TRANSFER HUBS: DIRECT TRIPS SAVES



Galveston Court

- Timed Transfers between routes 91 and 92

Woodbridge VRE

- Timed transfers between routes 92 and 93
- Transfer options to/from routes 52 and 95

Graham Park Road

- Timed transfers between routes 51 and 53
- Transfer options to/from route 52

Telegraph Commuter Lot

- Transfer options to/from routes 93, 94 and 95

Tackett's Mill Commuter Lot

- Transfer options to/from routes 92 and 94

Chinn Center

- Transfer options to/from Routes 92 and 93

NOVA Campus

- Transfer options to/from routes 52 and 94

OmniRide Transit Center

- Timed transfers between routes 53, 91, 94, 95 and 96

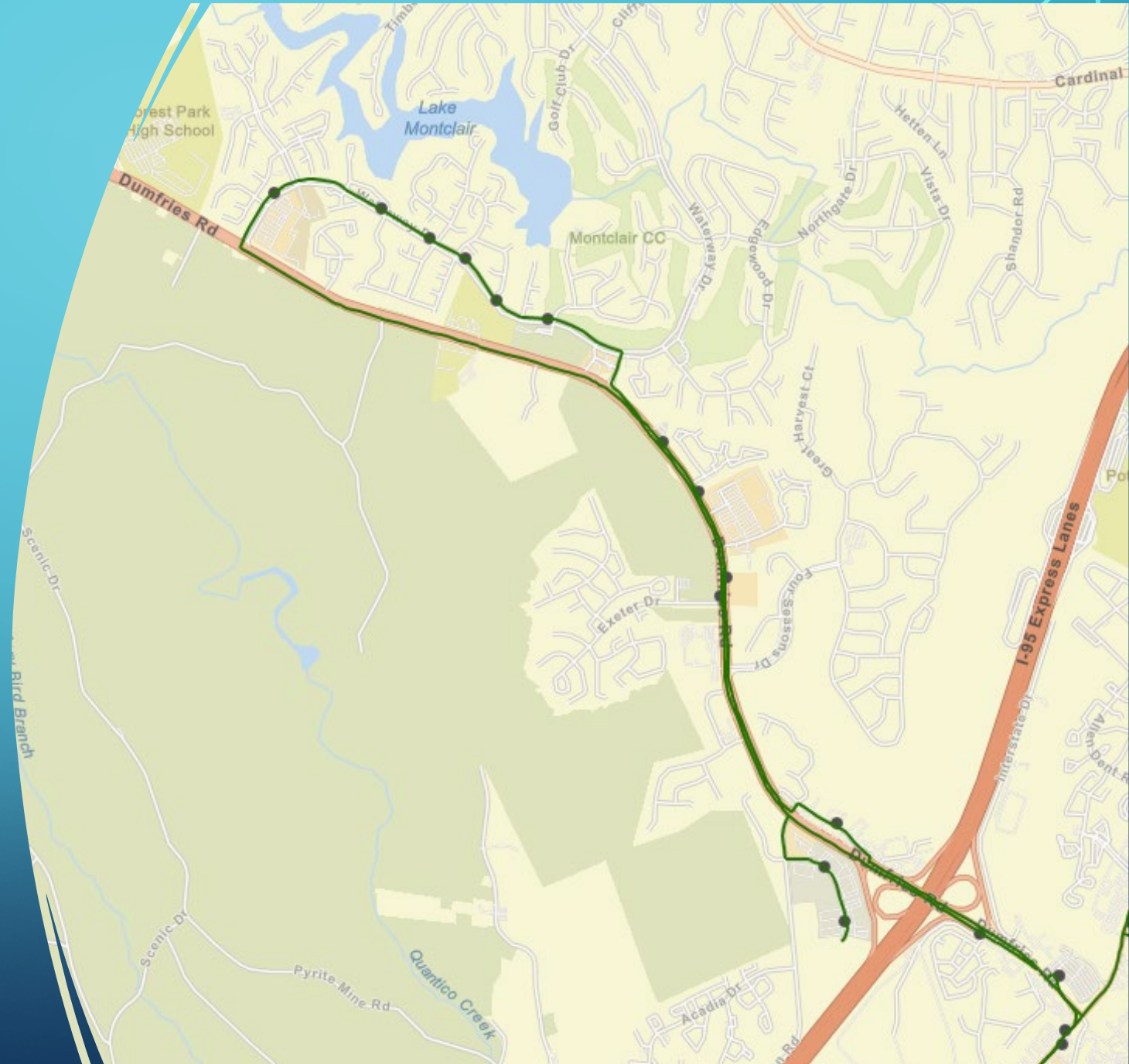
LOCAL ROUTE MAPS

- [HTTPS://ARCG.IS/1WXZ5W0](https://arCG.is/1WXZ5W0)
- CLICK ON “CONTENT” TO HAVE ACCESS TO TOGGLE ROUTES ON/OFF



DUMFRIES SERVICE AREA

- Dumfries Map:
<https://arcg.is/0HTTXD0>
- Dumfries App: <https://arcg.is/01uSLr>
- OmniRide Webpage:
<https://omniride.com/service/proposed-eastern-service-restructure-for-2024/dumfries-proposed-routes/>





Select Language

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[Home](#) » [Bus Service](#)

Bus Service

OmniRide offers many ways for you to get around – whether you want to travel locally in the Prince William County area or get to destinations in Northern Virginia and Washington, D.C. Which of these bus services is right for you?

What is OmniRide Express?

It's the safe and relaxing ride you've been looking for! OmniRide Express commuter buses provide comfortable seating for your weekday trips between Prince William County and major employment centers in Northern Virginia and Washington, D.C. Whether you're traveling during rush hours or in the middle of the day, you'll be happy to leave your vehicle behind for a stress-free commute. Take a look at our [route schedules](#), and find the destination and time that suits your needs.

What is OmniRide Local?

It's the convenient and inexpensive way to travel locally and make connections outside your neighborhood! OmniRide Local buses are easy to board and thrifty to ride. Just wait at a neighborhood bus stop and a friendly bus operator will welcome you aboard and deliver you safely to your destination. In eastern Prince William County, OmniRide Local buses can even travel up to ¼ mile from the standard route to accommodate people who have difficulty using traditional bus stops! In western Prince William County, Manassas and Manassas Park, OmniRide Local buses operate along fixed routes. [OmniRide Access](#), a pilot paratransit program serves disabled riders who require off-route pick up and drop-off service. Local buses also offer easy connections to other transit services, helping you to travel near and far! Check out [all the local routes](#) that serve your neighborhood today and start enjoying the scenery instead of stressing out about driving.

What is OmniRide Metro Express?

It's an easy connection to nearby Metro stations! When you ride with OmniRide Metro Express, you won't have to pay for parking or waste time searching for a parking spot and then trying to remember where you parked. Instead, you'll be dropped off right at the Metro Station entrance for a hassle-free trip. OmniRide Metro Express buses are great option if you have non-traditional working hours or just want to take a day trip. For your convenience, OmniRide offers [three separate routes](#) in the I-95 and I-66 corridors.



BUS SERVICE

- > [SCHEDULES AND MAPS](#)
- > [SYSTEM MAP](#)
- > [FARES AND TRANSFERS](#)
- > [SMARTRIP](#)
- > [RIDER TOOLS](#)
- > [OMNIRIDE POLICIES](#)
- > [EMERGENCY SERVICE INFORMATION](#)
- > [COMMUTER LOTS](#)
- > [SPECIAL PROGRAMS AND YOUTH SERVICES](#)
- > [FREQUENTLY ASKED QUESTIONS](#)
- > [NEW RIDER](#)
- > [HOW TO USE OMNIRIDE LOCAL](#)
- > [OMNIRIDE ACCESS](#)
- > [OMNIRIDE CONNECT MICROTRANSIT SERVICE](#)
- > [PROPOSED EASTERN SERVICE RESTRUCTURE FOR 2024](#)



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[Home](#) » [Bus Service](#) » [Proposed Eastern Service Restructure for 2024](#)

Proposed Eastern Service Restructure for 2024

Give us your thoughts

OmniRide is proposing a total overhaul of local routes in the eastern Prince William County area, including the addition of service to new destinations. The purpose is to create more streamlined, more efficient, and more direct service. Flex routing that permits off-route trips will also be discontinued and replaced with fixed-route service, which is a more direct and reliable point-to-point service. OmniRide plans to add OmniRide Access paratransit service for people with disabilities that would operate within ¼ mile of the OmniRide Local bus routes.

We want to hear what you think about the proposed changes. OmniRide will hold public hearings, and stage a variety of listening events in the community and we hope you will take the time to share your thoughts. If you are unable to attend any of the events, you can also email your comments to: publichearing@omniride.com or complete the [online public hearing form](#).

Public Hearings

Tuesday, April 25, 2023, at 6:00 pm

OmniRide Transit Center

14700 Potomac Mills Road, Woodbridge, VA 22192

Thursday, April 27, 2023, at 10:00 am

Dumfries Town Council Chambers

17739 Main Street, Dumfries, VA 22026

Resident Meeting

Monday, May 1, 2023, at 1:00 pm

Potomac Woods Senior Apartments

2001 Southampton St, Woodbridge, VA 22191

Customer Meet & Greet

Friday, May 5, 2023

Todos Markets

AM at Woodbridge Store -- 13905 Richmond Hwy., Marumsc Plaza Shopping Ctr.

PROPOSED EASTERN SERVICE RESTRUCTURE FOR 2024

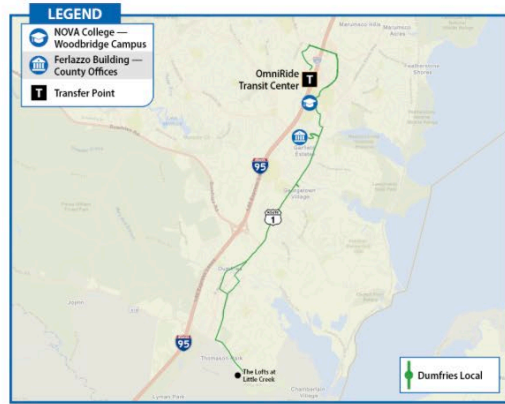
- › [DALE CITY LOCAL PROPOSED ROUTES](#)
- › [DUMFRIES LOCAL PROPOSED ROUTES](#)
- › [LAKE RIDGE LOCAL PROPOSED ROUTES](#)
- › [PRINCE WILLIAM METRO EXPRESS PROPOSED ROUTE](#)
- › [ROUTE 1 LOCAL PROPOSED ROUTES](#)
- › [WOODBIDGE LOCAL PROPOSED ROUTES](#)
- › [OMNIRIDE ACCESS PARATRANSIT PROPOSED AREA](#)
- › [PROPOSED EASTERN SERVICE RESTRUCTURE - FULL SERVICE AREA](#)

**UPDATED
REGULARLY**

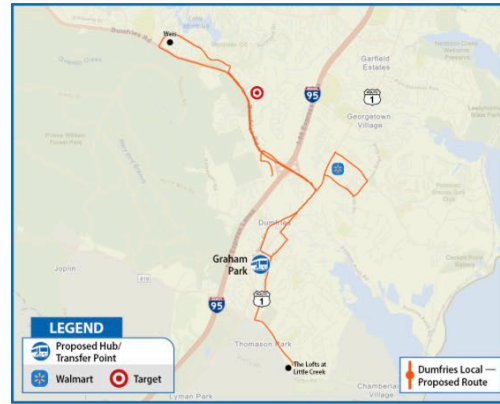
Dumfries Local Proposed Routes

Dumfries Local Proposed Routes

Dumfries Local – Current



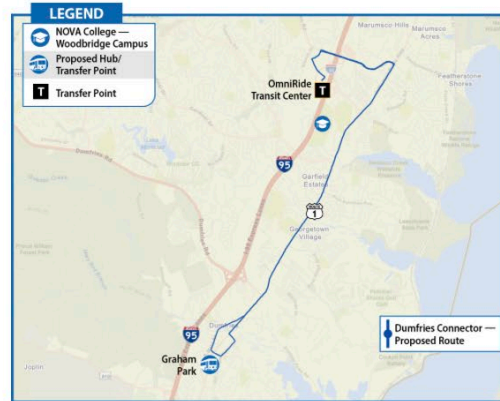
Dumfries Local (51) – Proposed



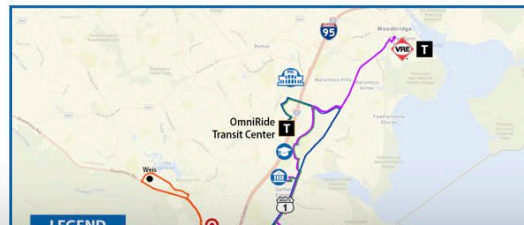
Route 1 Local (52) – Proposed



Dumfries Connector (53) – Proposed



Dumfries Area – Current and Proposed



RESTROCTURE FOR 2024

- > DALE CITY LOCAL PROPOSED ROUTES
- > LAKE RIDGE LOCAL PROPOSED ROUTES
- > PRINCE WILLIAM METRO EXPRESS PROPOSED ROUTE
- > ROUTE 1 LOCAL PROPOSED ROUTES
- > WOODBRIDGE LOCAL PROPOSED ROUTES
- > PROPOSED EASTERN SERVICE RESTRUCTURE – FULL SERVICE AREA
- > OMNIRIDE ACCESS PARATRANSIT PROPOSED AREA



UPCOMING PUBLIC HEARINGS

- **Tuesday, April 25, 2023, at 6:00 pm**
at the OmniRide Transit Center
14700 Potomac Mills Road, Woodbridge, VA 22192
- **Thursday, April 27, 2023, at 10:00 am**
at the Dumfries Town Council Chambers
17739 Main Street, Dumfries, VA 22026

BEYOND THE “PUBLIC HEARING”

Open tables and listening sessions at various locations throughout May

- OmniRide Transit Center
- Ferlazzo Building
- Montclair Library
- Potomac Library
- Chinn Park Library
- Todos Supermarkets
- Potomac Woods Senior Housing
- Potomac Mills Bus Stop
- Tackett’s Mill Shopping Center
- More to come!
- Follow us on FaceBook for more information



SPORTS

bschneider
@omniride.com

FY 24 FISCAL PLAN PRESENTATION

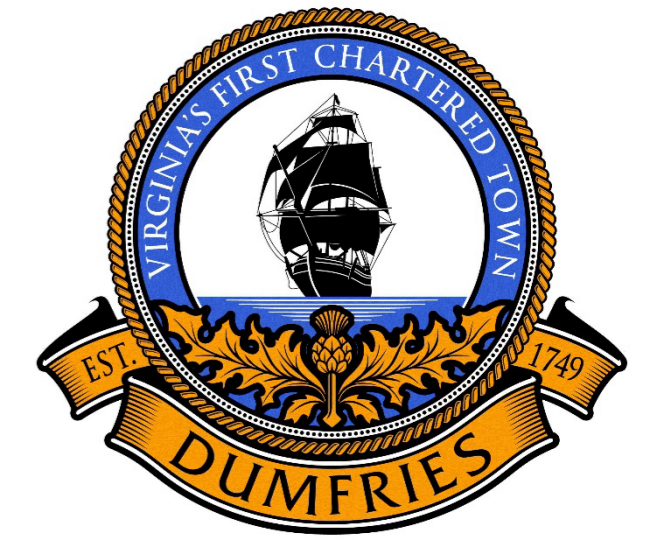
Jonet Prevost-White Interim Town Manager



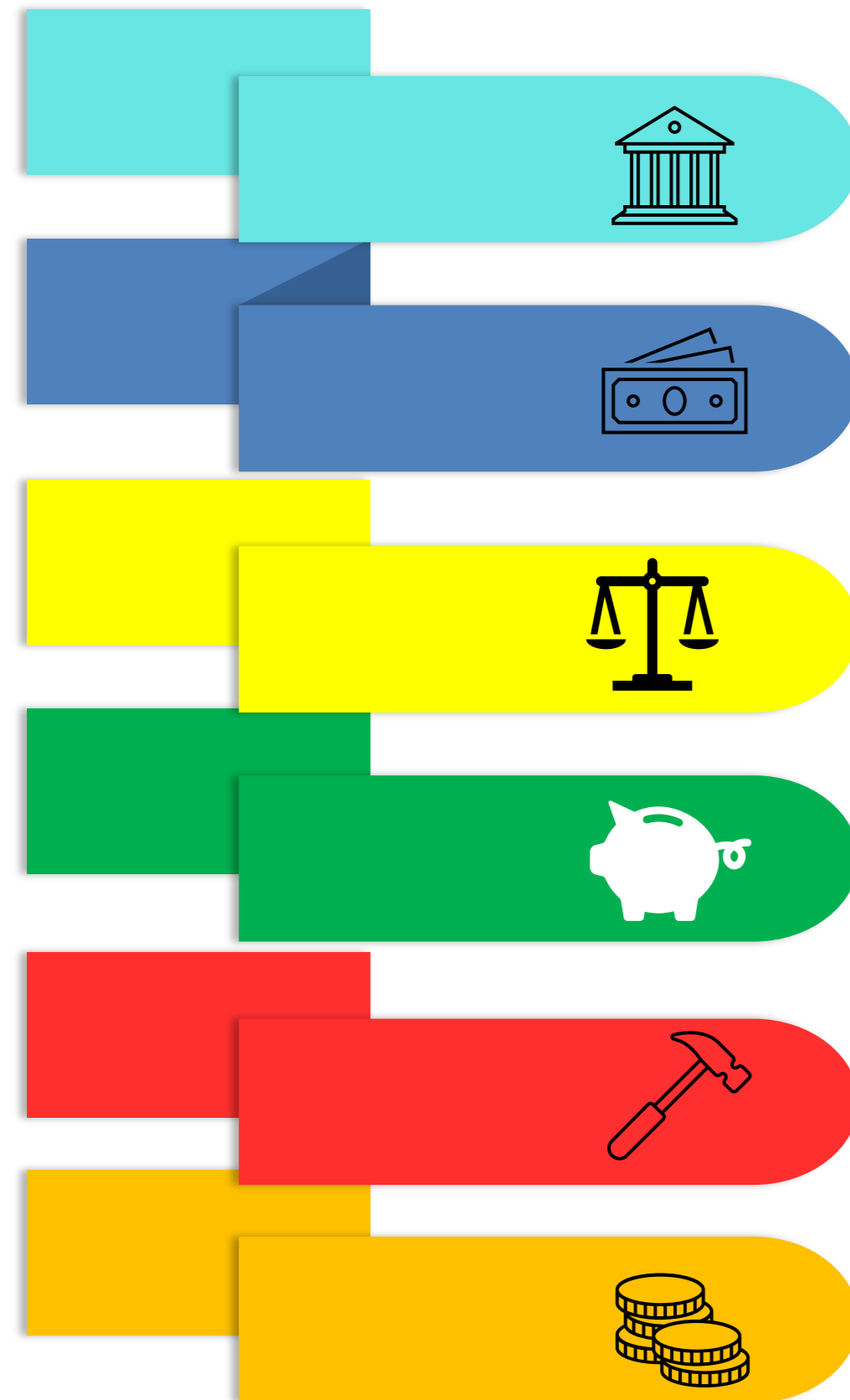
TOWN OF DUMFRIES

FISCAL PLAN FY24





BUDGET GUIDING PRINCIPLES



- Built on sound fiscal best practices
- Revenues = Expenditures: Balanced Budget
- Structurally balanced = One-time revenues leveraged for non-recurring expenses
- No transfers from Unassigned Fund Balance used to balance budget
- Fully funded Capital Improvement Plan – Cash and grants
- Continued progress in performance-based budgeting

ADOPTED FINANCIAL POLICIES



The purpose of the Debt Policy is to specify the range of Debt Capacity and Debt Affordability that will allow the Town to responsibly fund capital needs over time through a balanced approach of cash and debt.

DAVENPORT & COMPANY
PUBLIC FINANCE

Financial Policy Guidelines
Town of Dumfries, Virginia

Adopted September 20, 2022

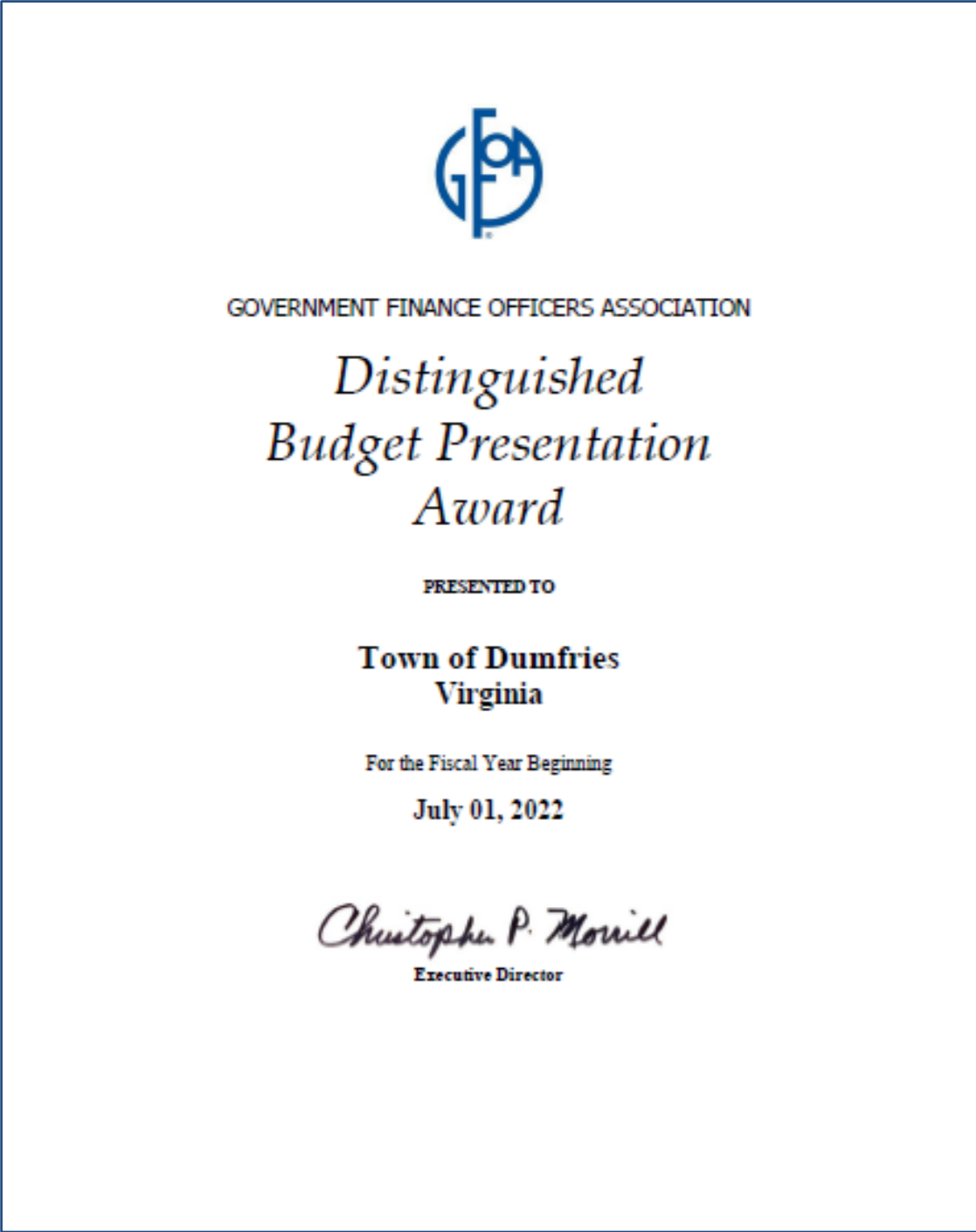
DAVENPORT & COMPANY

Summary of Proposed Financial Policy Guidelines
Town of Dumfries
September 20, 2022

Rendering of The Rose

Member NYSE|FINRA|SIPC

GFOA AWARD WINNING BUDGET



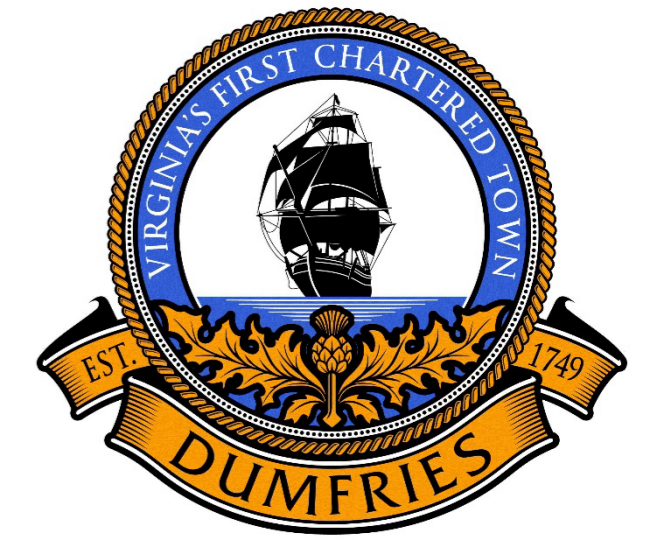
Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to Town of Dumfries, Virginia, for its Annual Budget for the fiscal year beginning July 01, 2022. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

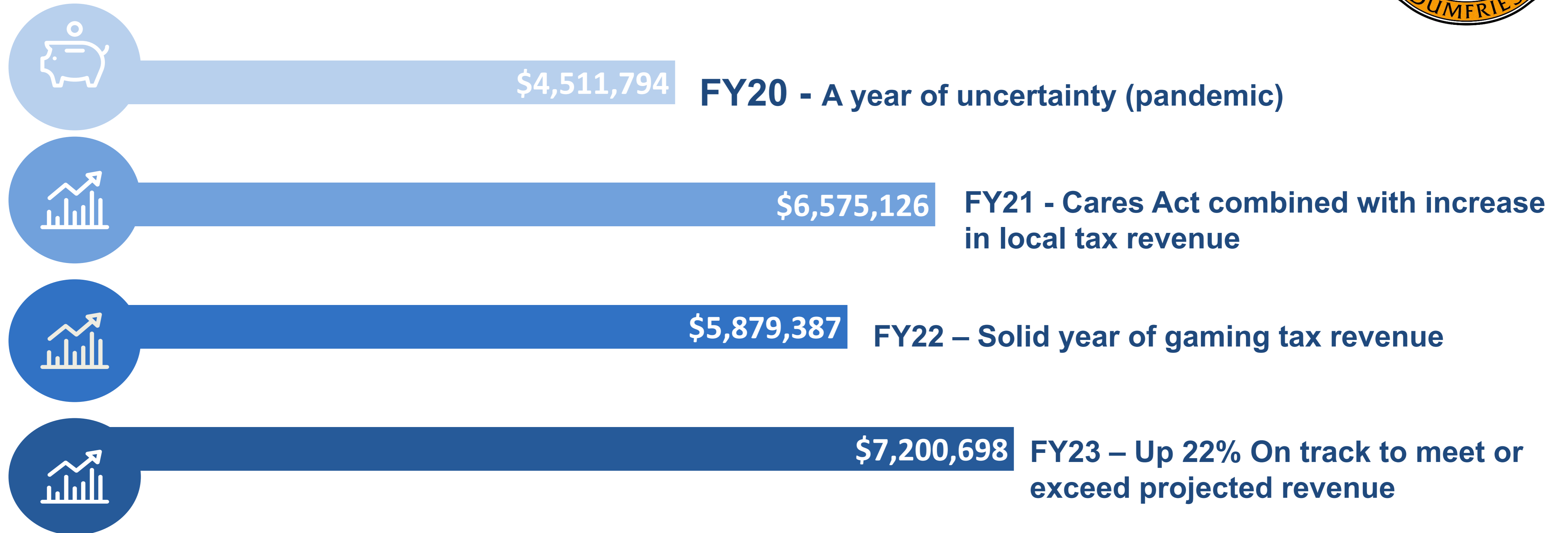
TO EARN THIS DISTINCTION BUDGET MUST EXCEL AS A

- policy document,
- financial plan,
- operations guide, and
- communication tool

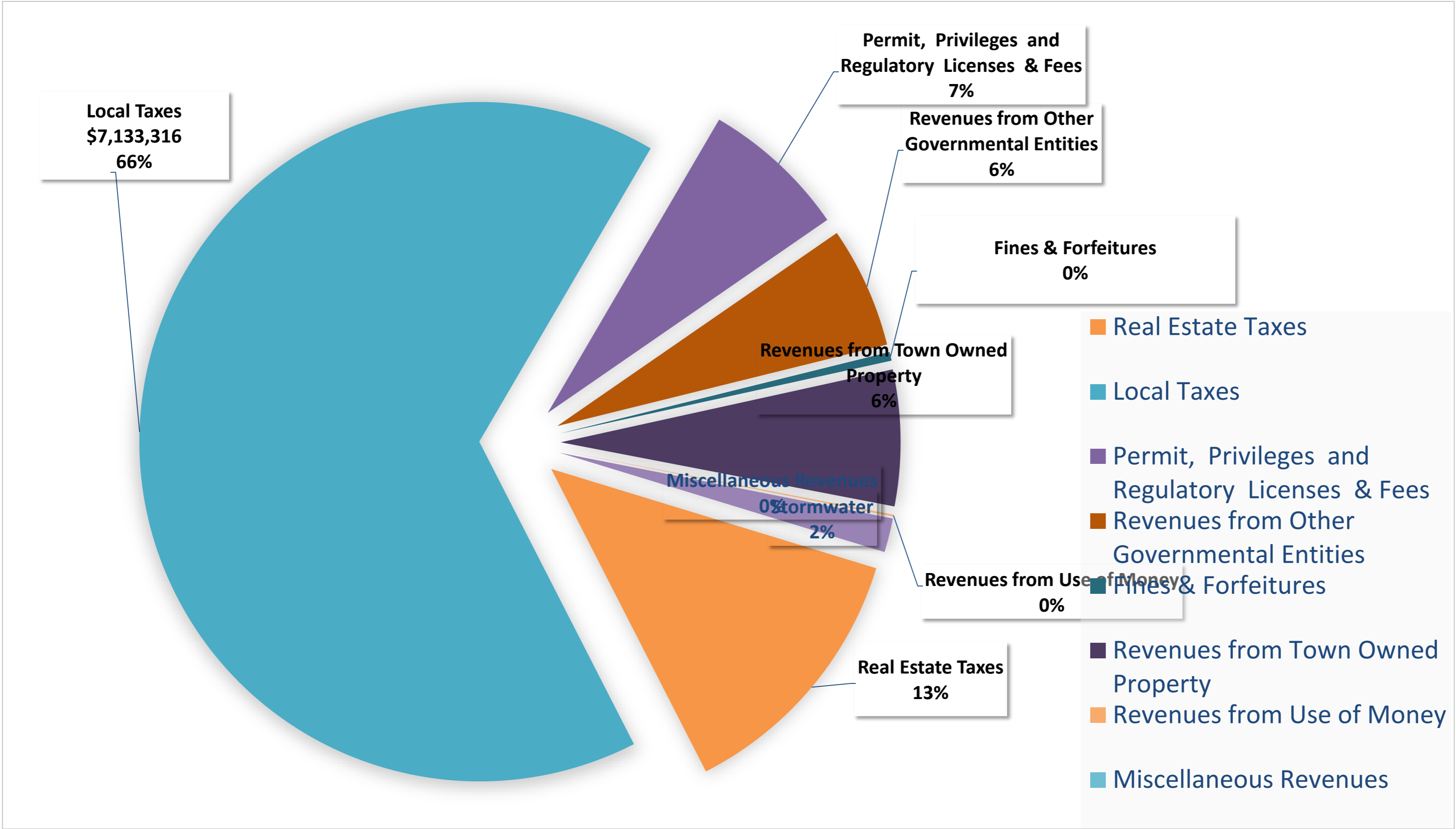




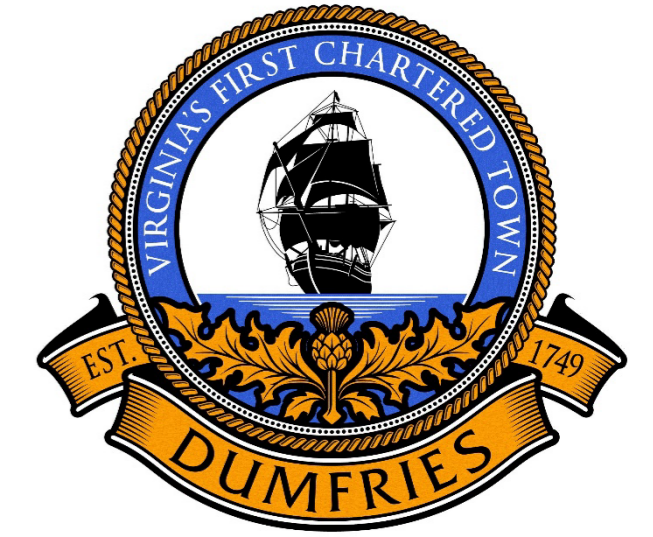
GROWTH: BY DESIGN NOT BE DEFAULT



REVENUE



REVENUES



REVENUES			
Percentage Change Table			
	FY2023 ADOPTED	FY2024 PROPOSED	% Change +/-
Real Estate Taxes - Current	1,200,000	1,300,000	8%
Real Estate Taxes - Delinquent	50,000	50,000	0%
Real Estate Taxes - Public Service	30,000	30,000	0%
Real Estate Taxes - Penalty	-	-	N/A
Real Estate Taxes - Interest	-	-	N/A
R/E Tax Total	\$1,280,000	\$1,380,000	7%
Sales Taxes	725,000	725,000	0%
Rental Tax	90,000	125,000	39%
Gaming Tax	1,000,000	3,600,000	260%
Utility Taxes - Electric/Phone	170,000	195,000	15%
Telecommunications Tax	142,140	142,140	0%
Bank Stock Tax	36,176	36,176	0%
Transient Tax	60,000	100,000	67%
2% Regional Transient Occupancy Tax	20,000	20,000	0%
Meals Tax	675,000	2,000,000	129%
Cigarette Tax	200,000	190,000	-5%
Local Tax Total	\$3,318,316	\$7,133,316	115%
Right of Way Use Fee	50,000	39,000	-22%
Business License - Contractor	75,000	75,000	0%
Business License - Retail Sales	100,000	125,000	25%
Business License - Financial/Real Estate/Prof	30,000	40,000	33%
Business License - Repair/Business	110,000	110,000	0%
Business License, Wholesale, Other	20,000	15,000	-25%
Short Term Rental Registration Fee	1,500	1,000	-33%
Franchise License	28,400	28,400	0%
Vehicle License Fee	-	-	N/A
Building Permits & Fees	150,000	150,000	0%
Planning-Zoning Fees	70,000	70,000	0%
Landfill Host Fees	-	-	N/A
Community Center Fees	-	-	N/A
Event Revenue	100,000	100,000	0%
Permits, Privileges, Regulatory Total	\$734,900	\$753,400	2.5%

REVENUES			
Percentage Change Table			
	FY2023 ADOPTED	FY2024 PROPOSED	% Change +/-
MVC Rolling Stock Tax	20	20	0%
DMV Select Revenue	72,000	125,000	74%
VDOT LAD Urban Maintenance Program	279,074	281,069	0.7%
Coronavirus Aid, Relief, and Economic Security (CARES) Act	-	-	N/A
American Rescue Plan Act (ARPA)	450,000	-	-100%
Police Aid	150,101	150,101	0%
DEQ Litter Grants	12,000	24,130	101%
DMV Grants	20,000	20,000	0%
VML Risk Management Grant	2,000	2,000	0%
Fire Fund Program	20,080	21,000	5%
Other Gov Total	\$1,005,275	\$623,320	-38%
Court Fines/Forfeitures	75,000	45,000	-40%
Fines/For Total	\$75,000	\$45,000	-40%
Proceeds from Sale of Property	-	-	N/A
Municipal Complex Revenue	601,707	700,000	16%
Town Prop Total	\$601,707	\$700,000	16%
Interest	8,000	8,000	0%
Use of Money Total	\$8,000	\$8,000	0%
Miscellaneous/FOIA	2,500	500	-80%
K-9 Unit	-	-	N/A
Miscellaneous Total	\$2,500	\$500	-80%
Stormwater Management	175,000	175,000	0%
Stormwater Total	\$175,000	\$175,000	0%
Revenues Total	\$7,200,636	\$10,818,536	50%

REVENUES

NOTABLE AREAS



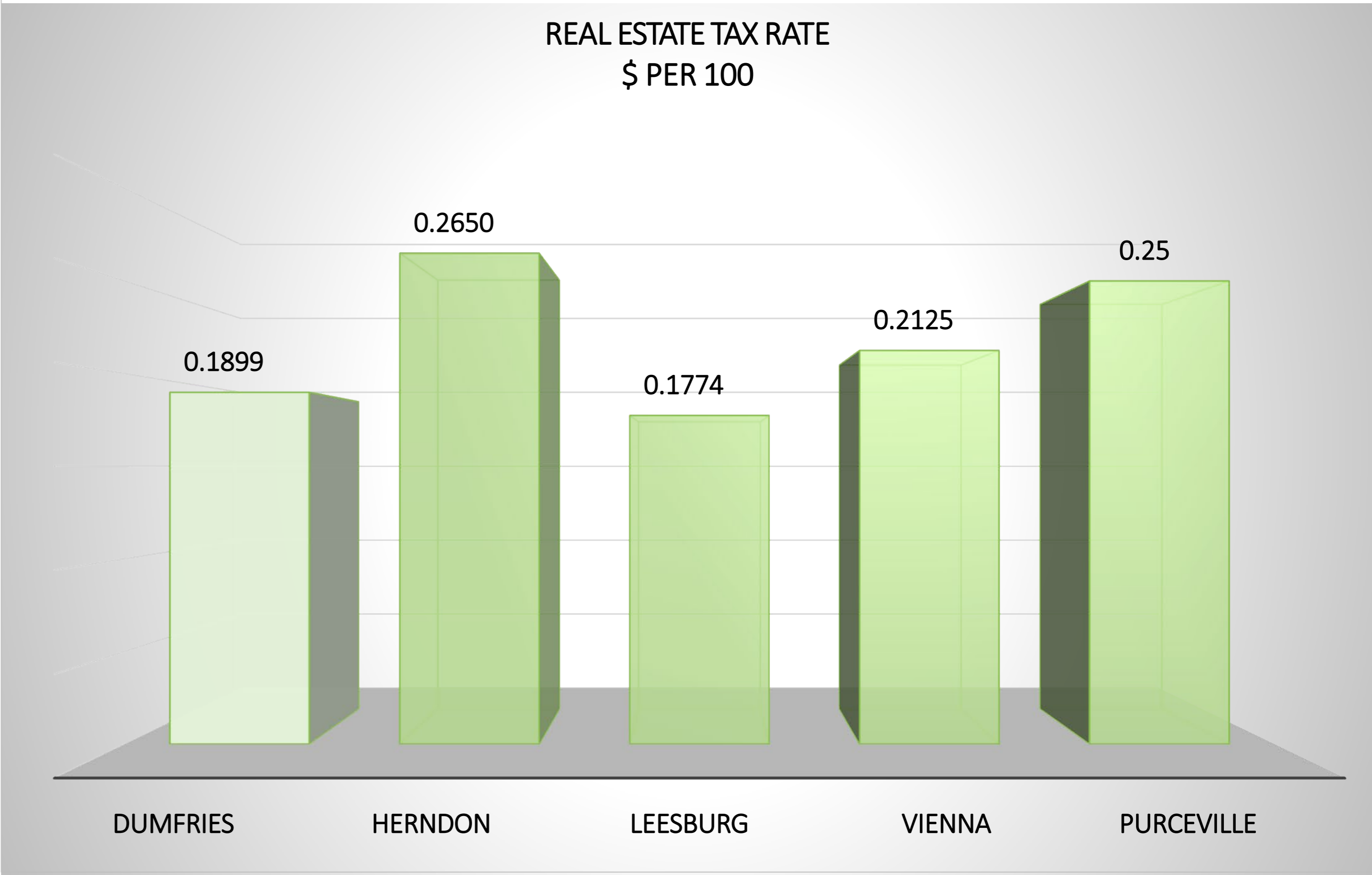
	FY23	FY24	CHANGE
REAL ESTATE TAX	\$1,200,000	\$1,380,000	7% ▲
TRANSIENT TAX	\$60,000	\$100,000	67% ▲
MEALS TAX	\$875,000	\$2,000,000	129% ▲
GAMING TAX	\$1,000,000	\$3,600,000	260% ▲
TOTAL	\$3,135,000	\$7,080,000	

REVENUE



NO INCREASE IN TAXES

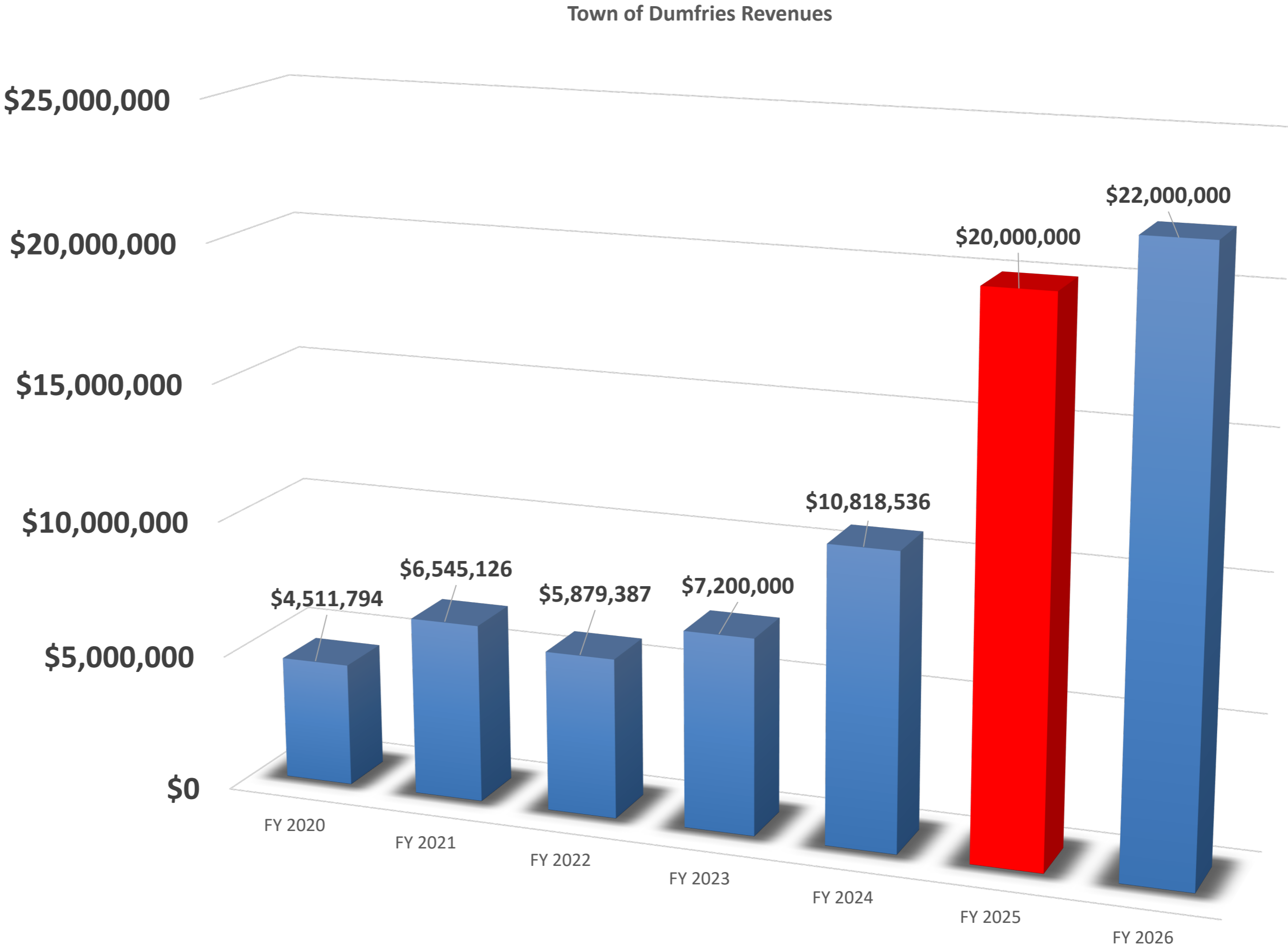
Maintain the current tax rate at 0.1899 per \$100 of assessed value.



CONTINUED GROWTH



- Local taxes are projected to increase revenues by 100% in the next fiscal year.
- Having solid fiscal policies in place will ensure the Town is being fiscally responsible with its funds.
- A strong financial plan will allow for long range capital planning.



INVESTMENTS IN OUR COMMUNITY



- Civic Engagement Activities
- Park Improvements
- Youth Employment
- Main Street Beautification
- Building Upgrades

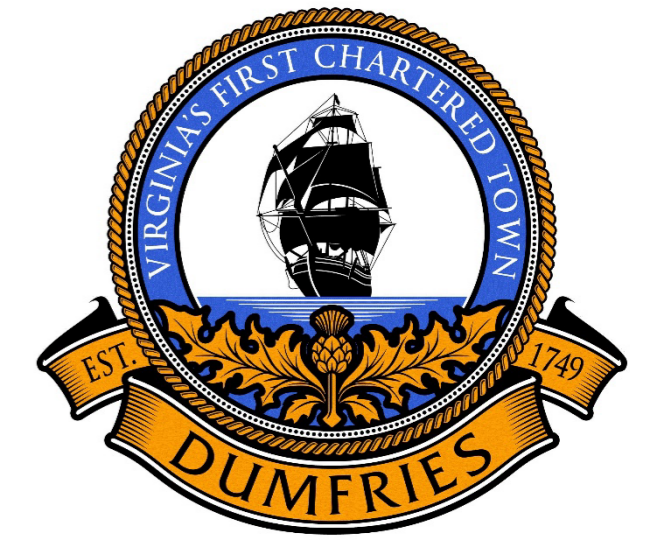


TOWN OF DUMFRIES
MARKET ON MAIN
FARMERS MARKET

Saturdays Only
April 22 - September 23
9 am-2 pm
17749 Main Street (Garrison Park)



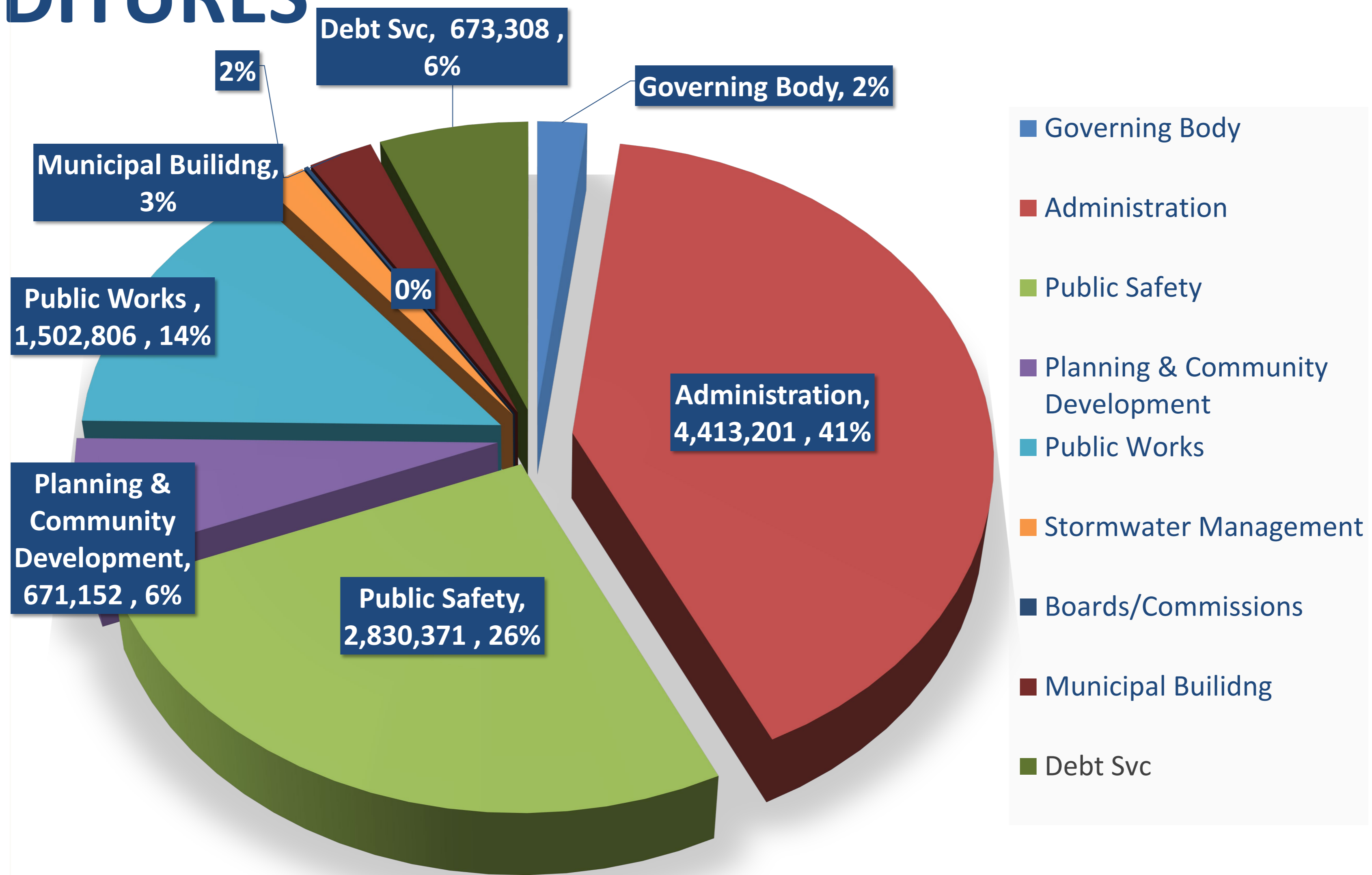
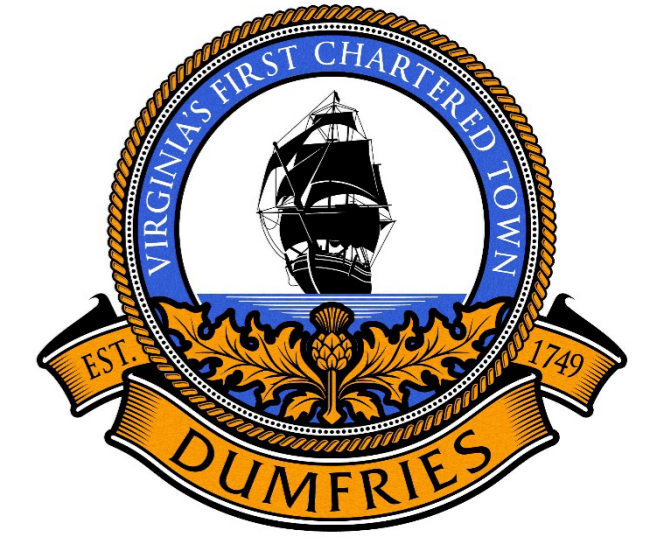
INVESTMENTS IN OUR ORGANIZATION



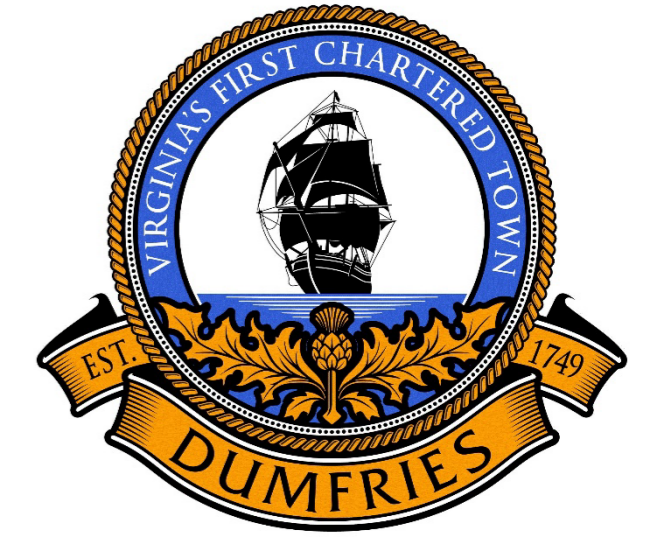
- Increase Police Staff
- Increase Administrative staff
- Market rate increase



EXPENDITURES



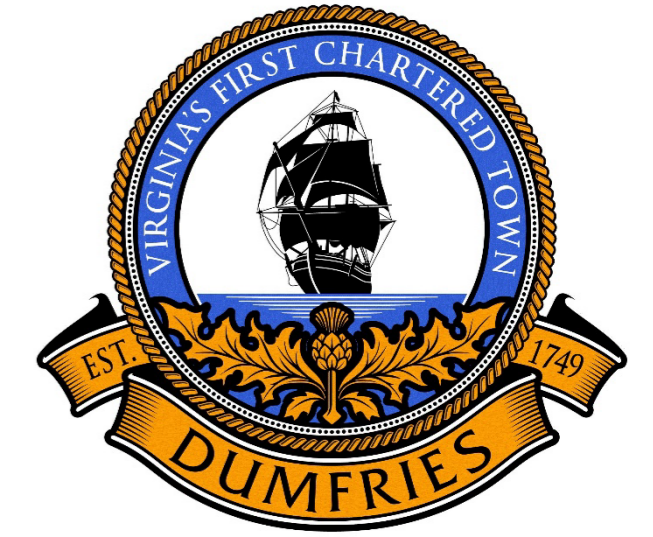
EXPENDITURES



EXPENDITURES				
	FY21 Actual	FY22 Adopted	FY23 Adopted	FY24 Proposed
Governing Body	76,461	164,615	202,636	223,636
Administration	2,701,984	4,112,568	2,471,853	4,413,201
Police	790,262	1,272,876	1,744,872	2,830,371
Planning & Community Development	323,342	427,876	419,106	671,152
Public Works	688,507	735,268	1,213,338	1,502,806
Stormwater Management	152,063	167,039	175,588	193,150
Boards/ Commissions	6,100	6,600	17,500	18,500
Debt Service	662,289	667,856	663,393	673,308
Municipal Building	-	296,586	292,412	292,412
Total	\$5,401,009	\$7,851,284	\$7,200,698	\$10,818,536

FOCUS AREAS

Economic Vitality



**Priorities in the Economic Vitality Focus Area improve key development activities
Funding to support:**

- **Proposed Fiscal Plan allocates funding for a Strategic & Comprehensive Plan update in Community Development.**

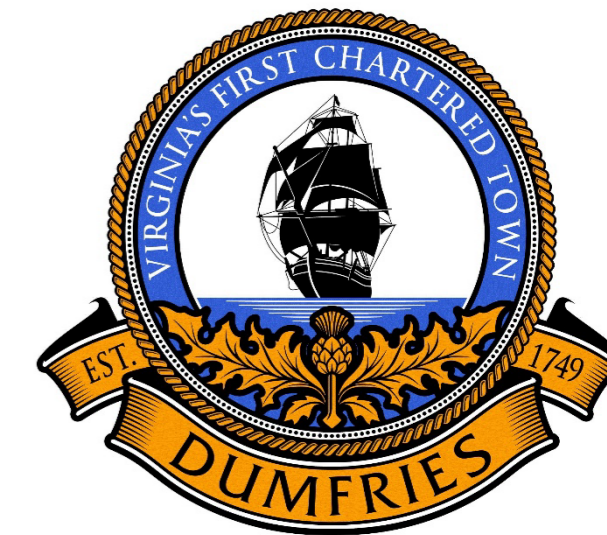
FOCUS AREAS

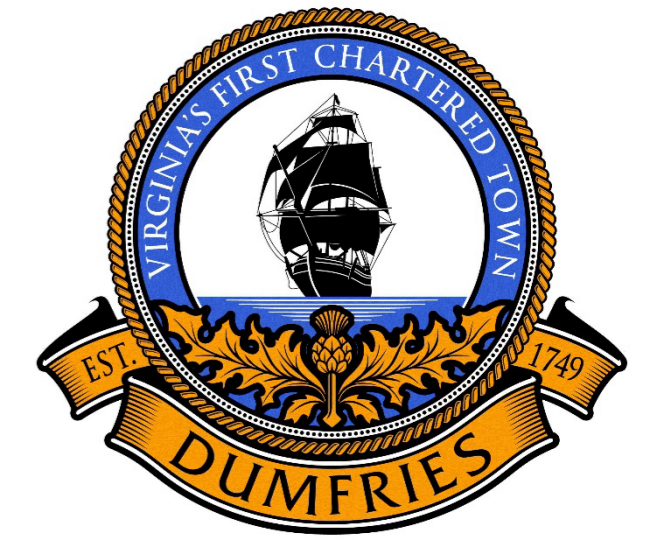
Public Safety

The Public Safety Focus Area encompasses law enforcement and emergency management.

Funding to support:

- Five (5) additional police officer positions – Improve police coverage, visibility, and increase in traffic and security for large events.





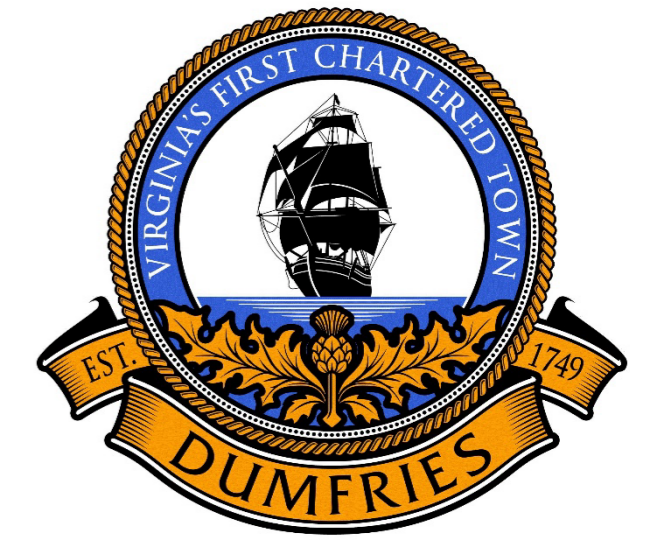
FOCUS AREAS

Sustainability & Infrastructure

The Sustainability & Infrastructure Focus Area incorporates transportation, stormwater, and the natural environment. Our top infrastructure priority continues to be the Route 1 Widening Project.

Funding to support:

- Funding to support Phase II of the Quantico Creek Restoration
- SWM Maintenance - ensure permit compliance for our Municipal Separate Storm Sewer System (MS4).



FOCUS AREAS

Well Managed Government

Priorities in Well-Managed Government seek to strengthen internal controls, ensure sound fiscal management, and invest in our human capital needs.

Funding to support:

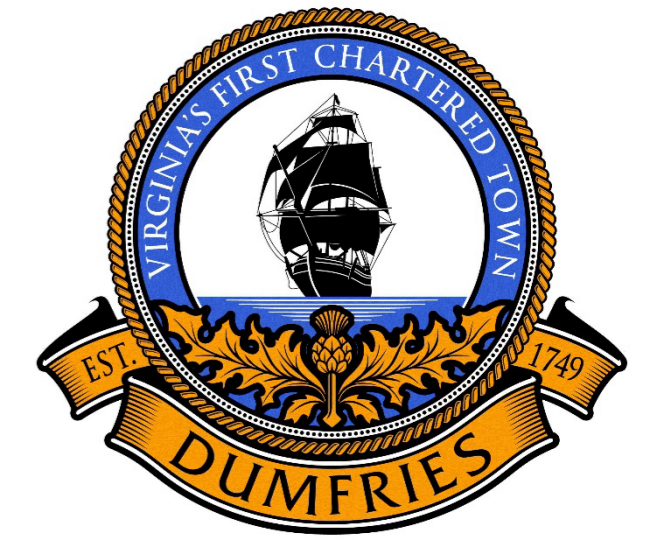
- One (1) new one deputy town clerk - support the existing Town Clerk, PIO functions and civic engagement duties.
- One (1) full-time administrative assistant – office support & customer service.
- One (1) financial analyst – provide accounting & procurement assistance.
- One (1) human resource coordinator - assist with benefits, VRS updates and information, healthcare, onboarding new staff and all personnel issues.

CAPITAL IMPROVEMENT PLAN



- Fully funded by PAYGO cash and grants in FY24
- One new project – Rescue Station Upgrades
- Focus on completing existing projects





BUDGET REVIEW SCHEDULE

- April 1st - Proposed Fiscal Plan Published
- April 4th - Proposed Fiscal Plan Presentation to Town Council
- April 10th - CIP Presentation to Planning Commission
- April 18th - Town Council Fiscal Plan Q & A
- **May 2nd - Town Council Public Hearing & Adoption**



**AT A REGULAR MEETING OF THE DUMFRIES TOWN COUNCIL HELD ON APRIL 26, 2023:
ON A MOTION DULY MADE BY _____, AND SECONDED BY
_____, THE FOLLOWING ORDINANCE WAS ADOPTED BY THE FOLLOWING
VOTE:**

Tyrone A. Brown, _____;
Brian K. Fields, _____;
Selonia B. Miles, _____;
Monae S. Nickerson, _____;
Shaun R. Peet, _____.
Caetrina A. Peterson, _____;;
Derrick R. Wood, _____;

ORDINANCE TO ADOPT THE TOWN OF DUMFRIES FEE SCHEDULE

WHEREAS, the Town Manager has reviewed the Town Fee Schedule as a part of the annual budget process; and

WHEREAS, on April 26th the Council held a duly advertised public hearing, as required by law; and

NOW, THEREFORE BE IT ORDAINED, by the Council of the Town of Dumfries that the fee schedule, hereby adopted as presented.

This Ordinance shall be effective July 1, 2022.

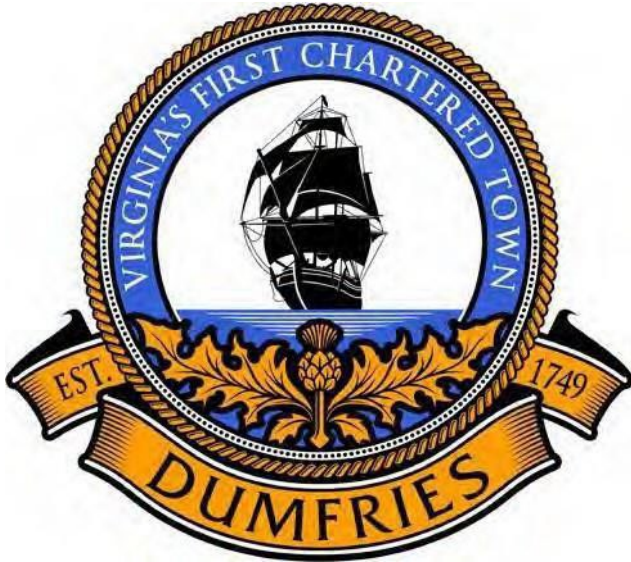
By Order of Council:

Derrick R. Wood, Mayor

ATTEST:

Town Clerk

TOWN OF DUMFRIES



FEE SCHEDULE EFFECTIVE JULY 1, 2024

LAND USE APPLICATION REVIEW FEES

Non-Residential Site Plan, Multi-Family Site Plan, Subdivision creating more than 3 lots (base fee) and major revisions to an approved Site Plan.	\$1,000
Residential Site Plan (1 and 2 Family), Minor Non-Residential Site Plans,	\$500
Plat Review Minor Subdivision (creation of less than 3 lots), Easement, Consolidation, or Vacation of:	\$350
Waiver Request	\$300
Pre-Submission Meetings – per hour per discipline	\$100
Subsequent Reviews and Minor Revisions to an approved Plan	\$100 per sheet
Review Fee per sheet for Major Site Plan and Subdivision Applications	\$100 per sheet

BOND

Bond Administration Fee (due at surety posting)	\$300
Bond Release Fee (due prior to bond release)	\$200

LAND DISTURBANCE /STORM WATER MANAGEMENT PERMIT FEES

See Code of Virginia Administrative Code

<u>Land Disturbing</u>		
Single family attached/detached, two- family & residential additions (in Chesapeake Bay)	< 1 ac	\$209
Single family attached/detached, two- family & residential additions (in Chesapeake Bay)	=/> 2,500 sf but <1 ac.	\$290
Non-residential, multi-family and industrial	=/> 2,500 sf but <1 ac.	\$1,000
Residential or commercial development within a common plan of development (3 or more structures)		\$290
VSMP Permit Coverage Fees		
Small construction activity	1 ac but < 5 ac	\$2,700
Large Construction Activity	= or > 5 acres but < 10 acres	\$3,400
Large Construction Activity	= or > 10 acres but < 50 acres	\$4,500
Large Construction Activity	= or > 50 acres but < 100 acres	\$6,100
Large Construction Activity	> 100 acres	\$9,600
Revision/transfer		
Small construction Act	< 1ac	\$20
Small construction Act	> 1 ac - < 5 acres	\$200
Large Construction Act	= or > 5 ac but < 10 acres	\$250
Large Construction Act	= or > 10 ac but < 50 acres	\$300
Large Construction Act	= or > 50 but < 100 acres	\$450

Large Construction Act	= or > 100 acres	\$700
Individual Permits		\$5,000
Annual fee for permit maintenance		
Chesapeake Bay development	> 2,500 sf but < 1 acre	\$50
Small Construction Activity	< acre	\$50
Small Construction Activity	or > 1 ac but < 5 acres	\$400
Large Construction Activity	or > 5 ac but < 10 acres	\$500
Large Construction Activity	or > 10 ac but < 50 acres	\$650
Large Construction Activity	or > 50 ac but < 100 acres	\$900
Large Construction Activity	or > 100 acres	\$1,400
The fees include the 28% paid to VA DEQ		

OTHER MISCELLANEOUS CHARGES

Vendors on Public Property {Section 18-877 (d)}	\$30
Temporary Roadside Food Vendor {Section 42-34-19 (a)}	\$250

LABOR AND EQUIPMENT RATES

For circumstances requiring immediate attention – Rates will be based upon “On Call” Contractor’s Fees for Service.

BUILDINGS, OCCUPANCIES, AND ACCESSORY STRUCTURES

Zoning Approval for Certificate of Occupancy (Commercial Tenant Occupancy)	\$100
Zoning Approval Fee for accessory residential structures. (Sheds)	\$25

PLANNING APPLICATIONS

Application for Rezoning			
a.		Fee Per Acre	\$3,000
	i.	Fee per every additional acre thereof	\$1,000
	ii.	Fee for 6 or more acres – base fees plus	\$6,250
	iii.	Amendment	\$3,125
b.		Plus, additional fee per acre based upon desired zoning district	
	i.	PMUD and Residential/Amendment	\$175
	ii.	B-1	\$150
	iii.	B-2	\$125
	iv.	FB/O-1	\$175
	v.	SP-1 and M-1	\$200
Zoning Text Amendment (per text amendment)			\$2,500

CONDITIONAL USE PERMITS (CUP)

Conditional Use Permit (Residential Household Uses)		\$500
Conditional Use Permit - non-residential (see chart attached for use category)		
a.	Category "A"	\$1,000
b.	Category "B"	\$1,400
c.	Category "C"	\$2,000
d.	Category "D"	\$6,000

CONDITIONAL USE PERMIT CATAGORIES

Category A

Bicycle sales and repair, contractors where all services are performed offsite and where there is no storage of supplies or equipment outside the building, garages and public parking, household appliance sale and service store, horse stable, locksmith, museum, off premise sale of beer and wine, pet shops including boarding kennels, video sales and rental, bed and breakfast inn, dog grooming without any kennel facilities, up to 2 residential units located above ground floor commercial.

Category B

Amusement Parlors, childcare or adult daycare center, commercial radio or television broadcasting station studio or offices, cultural art and entertainment center, drug store with drive through window, hotel or motel, miniature golf course and driving range, public maintenance and storage facilities, shooting range indoor, veterinary hospital with boarding kennels.

Category C

Convenience stores and service establishments such as but not limited to automatic self-service laundries, banks and financial institutions with a drive-through, uses with a drive through window, places of worship, equestrian facility, furniture store with retail floor area under 20,000 square feet, laundry cleaning and dyeing in which no combustible solvent is used, live theaters, live entertainment centers, model car racetracks, movie theaters, assembly halls, philanthropic and charitable institutions, private clubs and lodges, rental of tools/appliances/machinery and similar equipment to the general public where the rental items are stored and/or repaired within the building, 3 or more residential units located above ground floor commercial, school k-9, wholesale business with parking in the rear, stand-alone car wash, trade or convention center.

Category D

Fast Food restaurants with a drive through window, automobile sales and services, automobile rental agencies, electric equipment and component manufacturing, funeral homes without crematories and live animal slaughter, gasoline filling stations, heliport or helipad, horse racetrack, marina, metal fabrication, mobile home sales, processing and manufacturing establishments that are objectionable when processing or manufacturing that is incidental to a retail business conducted on premises and more than 10 employees employed on the premises engaged in processing or manufacturing activities.

APPEALS/BZA APPLICATIONS

Appeal to Maintenance Code Board of Appeals	\$1000
Appeal to the Board of Zoning Appeals (residential and non-residential)	\$1000
Appeal to the Town Council	\$1000
Request for Exception	\$1000

ARCHITECTUAL REVIEW BOARD

Certificate of Appropriateness	\$75
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ZONING DETERMINATIONS AND CERTIFICATIONS

Certificate of Non-Conforming Use (residential)	\$250
Verification of/interpretation of or changes to a Non-Conforming Use (Commercial and Industrial)	\$250
Zoning Interpretations/Proffer/SUP Determinations	\$350
Zoning Certification Letter required by banks prior to lending Zoning Verification Letter	\$200
Zoning Compliance Certification – Signature of Zoning Administrator required on DMV forms for (Motor Vehicles Sales, Salvage, Vehicle Removal Operator, etc.)	\$100

HOME BUSINESSES

Home Occupation Permit Fee	\$100
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SIGN PERMITS

Sign Permit (new) – also requires Building Permit	\$120 + \$1 per square foot
Sign (Re-facing) – No Building Permit Required	\$25 + \$1 per square foot or \$75 whichever is less.
30 Day Temporary Sign Banner	\$25, **, **, ***
*- Fee is waived for a single “Grand Opening” Banner for new businesses upon initial start of business (permit is required)	
**- Fee is waived once a year for businesses that have supplied proof of BPOL and submitted application for a business license by the required date.	
***- Fee is waived for Religious Institutions and Non-Profit Organizations if no zoning violations are on file for the subject property within the previous 12 months.	
*, ** & *** In these instances, a permit is still required, and sign still must conform to the Zoning Ordinance.	
Temporary Sign Deposit Fee	\$50

TRAFFIC IMPACT STUDIES

Traffic Impact Studies		
a.	First Submission	\$1,000
b.	Third & subsequent submissions	\$500
c.	VDOT 870 Review Please note that if a VDOT 870 review is required, a separate fee must be submitted directly to VDOT. <i>*VDOT 870 Fees must be submitted directly to VDOT</i>	Contact VDOT for fee

TEMPORARY USES PERMIT FEES

Temporary Use Permit Fee (TUP applies to total park rental)		
a.	Minimum fee for small events (less than 50 people)	\$500

b.	Fee for Medium-impact events (50 – 100 people)	\$100 0
c.	Fee for Large events such as Carnivals or Circuses – subject to increase by Zoning Administrator if previous approvals were violated in any way.	\$500 0
Temporary Use Deposit		
a.	Minimum fee for small events (less than 50 people)	\$250
b.	Fee for Medium-impact events (50 – 100 people)	\$500
c.	Fee for Large events such as Carnivals or Circuses – subject to increase by Zoning Administrator if previous approvals were violated in any way.	\$250 0

FAILURE TO OBTAIN ZONING PERMIT

Failure to obtain a Zoning Permit	\$500 plus permit costs
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TOWN FACILITY & PARK RENTAL FEES

Facility		
Community Center Fee		
a.	Town Non-Profit	\$30/hr.
b.	Non-resident non-profit	\$80/hr.
c.	Town Resident	\$50/ hr.
d.	Non-Resident	\$100/ hr.
3800 Graham Park		
a	Town Non-Profit	
	i. Auditorium	\$130/hr.
	ii. Multipurpose Room	\$80/hr.
	iii. Meeting Rooms	\$30/hr.
	iv. Kitchen	\$350/hr.
b.	Non-resident non-profit	
	i. Auditorium	\$230/hr.
	ii. Multipurpose Room	\$180/hr.
	iii. Meeting Rooms	\$80/hr.
	iv. Kitchen	\$350/hr.
c.	Town Resident	
	i.	\$150/hr.
	ii.	\$100/hr.
	iii.	\$50/hr.
	iv.	\$350/hr.
d.	Non-resident	
	i. Auditorium	\$250/hr.
	ii. Multipurpose Room	\$200/hr.
	iii. Meeting Rooms	\$100/hr.
	iv. Kitchen	\$350/hr.

BUILDING DEPARTMENT PERMIT APPLICATION FEES (GENERAL)

DEFINITIONS

Tenant Layout - Construction permits issued for the creation of a finished tenant space. This includes the installation of wall and floor materials and dropped ceilings and may include partitions. Construction plans include structural detail and architectural features, plus electrical, plumbing, and mechanical installations. Certificates of Use and Occupancy are issued upon completion of Tenant Layout work.

Alteration/Repair - For the purpose of new nonresidential construction, an alteration/repair building permit is issued to the tenant for additional work to satisfy special requirements of the tenant.

Additional work may include installation of partitions or systems furniture.

Common Area, Common Area Permit - A common area of a building with multiple units and/or tenants; typically, the footings, foundations, exterior bearing walls, interior walkways, floor-ceiling assemblies for multiple story buildings, and roof areas. This permit is used with Tenant Layout building permits in Use Groups Band M projects and with individual building permits for new residential units in R-2/R-3 projects.

Gross Floor Area - Floor area of all floors within the perimeter of the outside walls and columns of a building, without deduction of hallways, stairs, closets, thickness of walls, columns, occupied attics, or other features.

Group - The classification of a building or structure based on the purpose for which it is used. See Virginia Construction Code and the International Building Code for various groups.

R-1, R-2 and R-3 (4 Story/2 Dwelling Units) Groups - Hotels, motels, boardinghouses, and dwellings such as apartment buildings. Condominiums, each with its own entrance, will fall under this category for the purpose of fee calculation.

R-3, Groups - Townhouses, semi-detached, and detached single family dwelling units. Condominiums, each with its own entrance, do not fall under this category for the purpose of fee calculation.

Shell Permit - Partial building permit for a work that will not result in the issuance of a Certificate of Occupancy. Please refer to the Building Development Policy and Procedure for definitions and the permitting process.

Value - The aggregate cost of labor, material, overhead and profit to complete the entire job. The contract cost for the entire job or portions thereof which fall under the Uniform Statewide Building Code. Value is used for calculation of Alteration and Repair projects.

Hazard, (Light, Ordinary and Extra) for fire suppression - See NFPA 13 and Virginia Construction Code Chapter 3 for definition.

ADMINISTRATION AND STANDARDS

A permit must be issued before any of the following actions, which are subject to the Uniform Statewide Building Code (USBC), which may be commenced, and applies to all properties and structures within the Town of Dumfries:

- Construction
- Repair
- Alteration
- Addition
- Footing and foundation
- Removal/demolition

Failure to obtain a Building Permit (plus the cost of permit)	\$500
Site Inspection (storm water, water, sanitary sewer) - per inspection	\$150
Code Compliance Inspection (requested by customer)	\$200
Pre-design Meetings (per hour \$75 minimum)	\$100
Construction Meetings (per hour per discipline - \$75 minimum)	\$100
Reinstatement of Rescinded or Suspended Construction Permits	\$100
Reinstatement of Responsible Parties for Construction Permits	\$100
Reprinting of permits (Each Permit), Certificate of Occupancy, Violations	\$15

PERMIT APPLICATION

Application for a permit must be made to the Building Official and a permit must be obtained prior to the commencement of any of the following activities.

1. Construction or demolition of a building or structure, including the installation or altering of any equipment regulated by the USBC.
2. For change of occupancy, application for a permit shall be made when a new certificate of occupancy is required under Section 103.3.
3. Movement of a lot line that increases the hazard to or decreases the level of safety of an existing building or structure in comparison to the building code under which such building or structure was constructed.
4. Removal or disturbing of any asbestos containing materials during the construction or demolition of a building or structure, including additions.
5. Construction of all retaining walls supporting 2 feet or more of unbalanced fill or supporting any surcharge from a structure above. Such work requires plan approval and a building permit. All plans shall be certified and signed by a Professional Engineer, except for retaining wall systems supporting 4 feet or less of unbalanced fill without any surcharge other than ordinary unbalanced fill. A retaining wall system may be composed of several tiers of individual retaining walls.

The Building Official may authorize work to commence pending the receipt of an application or the issuance of a permit.

EMERGENCY CONSTRUCTION

Applications for emergency construction, alterations, or equipment replacement, must be submitted by the end of the first working day following the day such work commences.

EXEMPTIONS

The following are exempt from this code.

1. Equipment and related wiring, and poles and towers supporting the related wiring installed by a provider of publicly regulated utility service or a franchised cable television operator and electrical equipment and related wiring used for radio, broadcast or cable television, telecommunications or information service transmission. The exemption shall apply only if under applicable federal and state law the ownership and control of the equipment and wiring is by the service provider or its affiliates. Such exempt equipment and wiring shall be located on either public rights-of-way or private property for which the service provider has rights of occupancy and entry; however, the structures, including their service equipment, housing

or supporting such exempt equipment and wiring shall be subject to the USBC. The installation of equipment and wiring exempted by this section shall not create an unsafe condition prohibited by the USBC.

2. Manufacturing and processing machines that do not produce or process hazardous materials regulated by this code, including all of the following service equipment associated with the manufacturing or processing machines:

2.1 Electrical equipment connected after the last disconnecting means.

2.2 Plumbing piping and equipment connected after the last shutoff valve or backflow device or before the equipment drain trap; and

2.3 Gas piping and equipment connected after the outlet shutoff valve Manufacturing and processing machines that produce or process hazardous materials regulated by this code are only required to comply with the code provisions regulating the hazardous materials.

3. Parking lots and sidewalks which are not part of an accessible route.

4. Non-Mechanized playground or recreational equipment such as swing sets, sliding boards, climbing bars, jungle gyms, skateboard ramps, and similar equipment where no admission fee is charged for its use or for admittance to areas where the equipment is located.

5. Industrialized buildings subject to the Virginia Industrialized Building Safety Regulations (13 VAC 5-91) and manufactured homes subject to the Virginia Manufactured Home Safety Regulations (13 VAC 5-95); except as provided for in Section 424, including provision for safe egress from the building to grade per chapter 10 Virginia Code, Means of Egress.

6. Manufactured homes, except the applicable requirements of this code affecting site preparation, skirting installation, footings, foundations, proper anchoring and utility connections of the manufactured home remain in full force and effect, including requirements for issuing permits and certificates of occupancy.

7. Farm buildings and structures, except for a building or a portion of a building located on a farm that is operated as a restaurant as defined in Section 35.1-1 of the Code of Virginia and licensed as such by the Virginia Board of Health pursuant to Chapter 2 (Section 35.1-11 et. seq.) of Title 35.1 of the Code of Virginia. However, farm buildings and structures lying within a flood plain or in a mudslide-prone area shall be subject to flood-proofing regulations or mudslide regulations, as applicable.

8. Federally owned buildings and structures unless Federal Law specifically requires a permit from the locality. Underground storage tank installations, modifications and removal shall comply with this code and in accordance with Federal Law.

9. Off-site manufactured intermodal freight containers, moving containers, and storage containers placed on site temporarily or permanently for use as a storage container.

10. Automotive lifts.

EXEMPTIONS FROM PERMIT APPLICATION:

1. Patios - Building permit is not required for patios which are not designed to support a future structure and that are not suspended concrete slabs.

2. Decks - Building permit is not required for decks where all portions of the top of the floor are within 16.5 inches of finished grades.

3. Installation of wiring and equipment that (i) operates at less than 50 volts, (ii) is for network powered broadband communications systems, or (iii) is exempt under Section 102.3(1), except when any such installations are located in a plenum, penetrate fire rated or smoke protected construction or are a component of any of the following: fire alarm system; fire detection system; fire suppression system; smoke control system; fire protection supervisory system; elevator fire safety control system; access or egress control system or delayed egress locking or latching system; fire damper; or door control system.

4. One story detached accessory structures used as tool and storage sheds, playhouses or similar uses, provided the floor area does not exceed 256 square feet and the structures are not classified as a Group F-1 or H occupancy.

5. Detached prefabricated buildings housing the equipment of a publicly regulated utility service, provided the floor area does not exceed 150 square feet.

6. Tents or air-supported structures, or both, that cover an area of 900 square feet or less, including within that area all connecting areas or spaces with a common means of egress or entrance, provided such tents or structures have an occupant

load of 50 or less persons.

7. Fences of any height unless required for pedestrian safety as provided for by Section 3306 or used for the barrier for a swimming pool. (NOTE: The approval of the zoning Office is required for these buildings for verification of compliance with appropriate setback, side yard and rear yard requirements of the Zoning Ordinance of the Town of Dumfries. Any electrical installation will require permits and inspections.)
8. Concrete, Masonry and Wooden Walls, provided such walls do not exceed six feet in height above the finished grade. Ornamental column caps shall not be considered to contribute to the height of the wall and shall be permitted to extend above the six feet height requirement.
9. Retaining Walls supporting less than three feet of unbalanced fill. This exemption shall not apply to any wall inrounding Class I, II or III-A liquids or supporting a surcharge other than ordinary unbalanced fill.
10. Swimming Pools that have a surface area not greater than 150 square feet, do not exceed 5,000 gallons and are less than 24 inches deep.
11. Flagpoles 30 feet or less in height.
12. Temporary Ramps serving dwelling units in Group R-3 occupancies where the height of the entrance served by the ramp is no more than 30 inches above grade.
13. Construction Work deemed by the building official to be minor and ordinary, and which does not adversely affect public health or general safety.
14. Ordinary repairs not including (i) the cutting away of any wall, partition or portion thereof; (ii) the removal or cutting of any structural beam or load bearing support; (iii) the removal or change of any required means of egress; (iv) the rearrangement of parts of the structure affecting the egress requirements; (v) the addition to, alteration of, replacement of or relocation of any standpipe, water supply, sewer, drainage, drain leader, gas or oil, soil, waste, vent or similar piping, electric wiring or mechanical work; or (vi) any other work affecting public health or general safety. However, ordinary repairs shall include, but are not limited to, the following:
 - 14.1 Replacement of windows and doors with windows and doors of similar operation and opening dimensions that do not require changes to the existing framed opening and that are not required to be fire rated in Group R-2 were serving a single dwelling unit and in Groups R-3.
 - 14.2 Replacement of plumbing fixtures in all groups without alteration of the water supply and distribution systems, sanitary drainage systems or vent systems.
 - 14.3 Replacement of general use snap switches, dimmer and control switches, 125 volt-15 or 20 ampere receptacles, luminaries (lighting fixtures) and existing ceiling (paddle) fans in Group R were serving a single dwelling unit and in all other Group R occupancies.
 - 14.4 Exact replacement of mechanical appliances provided such equipment is not fueled by gas or oil in Group R and were serving a single-family dwelling.
 - 14.5 Replacement of an unlimited amount of roof covering or siding in Group R provided the building or structure is not in an area where the design (3 second gust) wind speed is greater than 100 miles per hour {160 km/hr) and replacement of 100 square feet (9.29 m²) or less of roof covering in all groups and all wind zones.
 - 14.6 Replacement of 100 square feet (9.29 m²) or less of roof decking in Group R unless the decking to be replaced was required at the time of original construction to be fire-retardant- treated or protected in some other way to form a fire-rated wall termination.
 - 14.7 Installation or replacement of floor finishes in all occupancies.
 - 14.8 Replacement of Class C interior wall or ceiling finishes installed in Groups A, E and I and replacement of all classes of interior wall or ceiling finishes in other groups.
 - 14.9 Installation of replacement cabinetry or trim.
 - 14.10 Application of paint or wallpaper.
 - 14.11 Other repair work deemed by the building official to be minor and ordinary which does not adversely affect public health or general safety.
15. Replacement of above-ground existing LP-gas containers of the same capacity in the same location and associated regulators when installed by the serving gas supplier.
16. Crypts, mausoleums, and columbaria structures not exceeding 1500 square feet (139.35 m²) in area if the building or structure is not for occupancy and used solely for the interment of human or animal remains and is not subject to special inspections.

Exception: Application for a permit may be required by the Architectural Review Board (ARB) for the installation of replacement siding, roofing and windows in buildings within the historic district designated within the Town of Dumfries.

FEE COLLECTED BY/FOR OTHER AGENCIES

Building Development and Land Development for will require the appropriate fees for: Land Disturbance, Verification of Land Disturbance Inspections, Additional Disturbance Inspection Fees, and Site Plan Review Fees.

Builder/Developer/Owner has the option to use a Third-Party Peer Review process for any construction over 30,000 square feet or as agreed to by the Dumfries Building Official. Builder/Developer/Owner may pay for the review and bring the (third party stamped) plans to the Building Official for a cursory review and his/her additional approval stamp by the Dumfries Building Department. Plan Reviews acceptable to the Town are:

1. Prince William County Peer Plan Review List
2. International Building Technology Services (IBTS)
3. International Code Council Plan Review (ICC)

All Fire related systems plan review will be by a Third-Party Peer Review process as agreed to by the Dumfries Building Official.

Builder/Developer/Owner has the option of using a Town Plan Review to which the Building Official shall assess the appropriate Fees for this service.

Methods of Payment

The Town of Dumfries accepts in person payments of Cash, Check, Debit or Credit Cards bearing the Visa, MasterCard and Discover name and logo for the related fees.

Proffers, Bonds and Escrow payments cannot be paid with Credit Cards.

Based on the Town Council adoption of revisions to the Building Development Fee Schedule, the Building Development fees are subject to change (usually within the Town's Budget process). The fee amount charged will be based on the Town Council approved Fee Schedule in effect on the date of permit issuance.

FEES, OTHER

Amusement Devices (Carnival Rides) - See Virginia Amusement Device Regulations, 13 VAC 5-31-100, for definitions of Kiddie, Adult, and Spectacular Rides. Regulations state "the total for fees associated with one permit to operate and any associated inspections or one renewal of a permit to operate and any associated inspections shall not exceed" the amount shown. The fee for each amusement device under the permit shall be reduced by 50% when the inspection for obtaining a certificate of inspection for that device is conducted by a private inspector.

CONTRACTOR LICENSING AND TRADESMAN CERTIFICATION

License Fees

Not Applicable at this time.

FEES, OTHER

1. AMUSEMENT DEVICES (Carniu1l Ri1.ks) - See Virginia Amusement Devises Regulations. 13 VAC 5-31-100. for definition of Kiddie. Adult. and Spectacular Rides. Regulations state "the total for fees associated with one permit to operate and any associated inspections or one renewal of a permit to operate and any associated inspections shall not exceed" the amount shown. The fee for each amusement device under the permit shall be reduced by 50"o when the inspection for obtaining a certificate of inspection for that device is conducted by a private inspector.

Kiddie Rides, each	\$35.00
Adult Rides, each	\$56.00
Spectacular Rides, each	\$76.00
Roller Coasters exceeding 30' height	\$204.00
Generators, each	\$168.00

ANNUAL PERMITS

Fee per square foot of gross floor area building	\$.0065
Minimum fee for each unattached building	\$415.00
Tents greater than 900 square feet	
a. First tent	\$301.00
b. Each additional tent	\$103.00

CERTIFICATES OF USE AND OCCUPANCY

A building or structure shall not be used until a Certificate of Use and/or Certificate of Occupancy has been issued by the Zoning and Building Officials. The fees for Certificates of Use and Occupancy and related documents are as follows:

a.	Residential R-3, R-4 and R-5 buildings and R-2 Condo, per unit	\$104.00
b.	Residential R-1and R-2 and R-3 (4 Story/ 2 Dwelling Units), per building	\$155.00
c.	Home Business for business approved by Zoning	\$94.00
d.	Temporary Certificates	
	i. Residential R-3 Condos, Multi-family, per unit first issuance	\$94.00
	ii. Residential R-1, R-2 Multi-story and Use Groups, per Building - first issuance	\$155.00
	iii. Renewal of expired Temporary Occupancy Permit	\$208.00
e.	Certificate of Use and Occupancy for change in use or ownership for nonresidential structure where no construction permit is involved. Payable at time of application.	\$155.00
f.	Replacement of Occupancy Load Posting Sign, Per sign.	\$104.00
g.	Duplicate copy of Certificate of Use and Occupancy where building permit issue date later than June 30, 2000.	\$104.00

MINIMUM BASE FEE

All Fees for permits issued on a minimum fee or reduced fee basis shall be paid in full at the time of the permit application.

a.	Residential R-1, R-2 and R-3 and their accessory structures- A minimum fee shall apply to all permits.	\$94.00
b.	Nonresidential and all Multistory Residential structures -A minimum fee shall apply to all permits.	\$155.00

CODE MODIFICATION REVIEW:

a.	R-3 (one dwelling) - Groups per dwelling unit	\$94.00
b.	All other Use Groups, per structure or tenant space, whichever is greater	\$155.00
c.	When multiples of "a." or "b." above are submitted simultaneously for the same project, the maximum fee shall be:	\$916.00

INSPECTIONS:

a.	After hour inspection - Inspection are normally performed on Tuesday, Thursday and Friday. After hours or off hour inspection can be provided at an additional fee as listed. Fee shown is per hour:	\$144.00
b.	Post Concealment inspection Analysis, per permit	\$94.00
c.	Inspection Cancellation Fee	
	ii. Up to 8:00 am day of inspection	\$36.00
	ii. After 8:00 am and before the inspector arrives at the site	\$36.00
	iii. Townhouse Multiple Inspections for the same building - Inspector has arrived at the site and first inspection has failed. The permit holder wants to cancel additional inspection for the remaining units in the same building.	\$36.00
d.	Re-Inspection Fee	
	i. Work not ready for inspection. Not ready is defined as all of the required items for the requested inspection have not been installed and the work is not complete.	\$139.00
	ii. Work is ready for inspection, but deficiencies are identified. The re-inspection fee shall be charged for each inspection over two when the identified deficiencies have not been corrected.	\$139.00
	iii. All cancellation and rejection fees shall be paid prior to the scheduling of the final inspection.	\$139.00
	iv. The Director of Public Works or his designee shall have authority to waive the re-inspection fees and the cancellation fees based on the written request of the Permit Holder with sufficient justification to grant such a waiver.	\$139.00
e.	Code Compliance Inspection requested by customer. Fee shown is by hour:	\$139.00

VIOLATION(S) and VIOLATION NOTICES:

To offset the cost of expenses necessary for all Town Code Enforcement and Building Code Enforcement Activities, an additional fee shall be charged for permits obtained to abate a Violation Notice. The additional fee shall be 100% of the calculated permit fee; not to exceed \$2,500. This fee for violations will be assessed by the Zoning Administrator and/or the Director of Public Works. The administrator(s) of their respective department may waive this additional fee for extenuating circumstances.

PLAN REVIEW RE-SUBMISSION/REVISION FEES:

a.		Plan Review Re-submission Fee - A fee computed at the rate of 4% of the Permit fee may be assessed for each re-submission of any plans (except for decks and other minor residential projects). The minimum fees are:	
	i.	Residential (Single Family, Duplex, Townhouse, etc.) per unit.	\$94.00
	ii.	Non-residential (including R-3, R-2, R-3, multi-story, and multi-family) per unit	\$208.00
b.		Plan Revision Fee -A fee computed at the rate of 2% of the Permit fee shall be assessed for each post plan approval revision to all plans. The minimum fees for revised plans are:	
	i.	Residential (Single Family, Duplex, Townhouse, etc.) per unit.	\$94.00
	ii.	Non-residential (including R-3, R-2, R-3, multi-story, and multi-family) per unit	\$208.00
c.		Re-review of lost plans/additional plans; no minimum or maximum fee; per page.	\$8.00

PROVIDING PLANS FOR APPROVAL

The Town of Dumfries requires two (2) sets of stamped plans for our records. Any number of stamped sets the Builder/Developer/Owner wishes to have they must provide.

REINSTATEMENT OF RESCINDED PERMITS

a.	Reinstatement of Permit Fee	\$139.00
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REASSIGNMENT OF RESPONSIBLE PARTIES

a.	Reassignment of responsible parties for permits	\$139.00
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RESIDENTIAL LIMITED SERVICE/REPAIR PERMIT

a.	Base Fee	\$75.00
b.	Fee for each additional item inspected (requested or required).	\$17.00

THIRD PARTY INSPECTION

The Town allows third party inspections. All Inspectors must have the proper certifications and provide credentials to the Town for the various types of inspection they perform. All Inspections conducted within the Town of Dumfries must provide documentation of inspections in writing. Failure to do so results in violations per this fee schedule.

REFUNDS

- a. All requests for refunds must be made in writing.
- b. Each inspection requested reduces the refund amount based upon the inspections performed.
- c. Refunds of fees for Certificates of Use and Occupancy are based on the fee schedule.
- d. As a result of the administrative costs for processing a permit the minimum fee, there shall be no refunds on any minimum fee permits.

i.	Minimum administrative fee for refund request	\$94.00
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RETURNED CHECK

Any returned check is subject to penalties provided for in the Town Code.

I. BUILDING FEES

All permits necessary under the provisions of the Virginia Uniform Statewide Building Codes shall be paid for before initiation of the work covered by such permits.

A. NEW CONSTRUCTION AND ADDITIONS

1. RESIDENTIAL - R-1 and R-2 (Does not include R-3, multi-story or multi-family- see Non-Residential)

a.	Fee per square foot of the gross floor area, to include basements and garages. Decks required to be permitted separately on new residential construction.	\$0.125
b.	Minimum fee for new dwelling units, garages, carports, additions, breezeways, gazebos, open porches with roofs, decks greater than 250 SF	\$233.00
c.	Minimum Fee (decks, pergolas and detached sheds) 250 SF or less	\$94.00

2. NON-RESIDENTIAL STRUCTURES - Includes all residential multi-family and multi-story.

a.	Fee per square foot of gross floor area for complete building	\$0.25
b.	Minimum fee per structure or tenant space	\$313.00
c.	Joint Occupancy Evaluation (JOE) Program with Safety Inspection (Additional fees apply for Fire Marshal, Certificate of Use and Certificate of Occupancy)	\$313.00
d.	JOE Program without Safety Inspection	\$94.00
e.	Tents (greater than 900 SF)	\$155.00
f.	Framing and Rough-in permit	\$313.00
g.	Outdoor Recreation Uses (e.g., Kiddie Park)	\$371.00

B. PARTIAL PERMITS

1. Nonresidential Structures - Includes all R Groups, multi-story and multi-family.

a.	Fee per square foot of gross floor area for footing/foundation slab.	\$0.125
b.	Fee per square foot of gross floor area for shell. Does not include footing/foundation/slab.	\$0.125
c.	Fee per square foot of gross floor area for shell buildings, to include foundations.	\$0.23
d.	Fee per square foot for tenant floor area of leased and/or occupied tenant space, or minimum fee.	\$0.085
e.	Fee per square foot of gross floor area (without footing/foundation/slab), base building with tenant improvements.	\$0.18

2. Residential (R-1 and R-2 only)

a.	Footing and foundation in addition to the regular Building Permit (when permitted separately).	\$94.00
b.	Fee per square foot for superstructure, including basements.	\$0.125

C. ERECTION OF STRUCTURES OTHER THAN BUILDINGS

a.	Multiplier applied to construction value	\$0.01
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D. REPAIRS AND ALTERATIONS

a.	Residential single-family dwellings	\$94.00
b.	Non-residential Structures - includes multi-story and multi-family. Multiplier applied to construction value plus applicable fees. For the purpose of fee calculations, the maximum declared construction value of \$5,000,000 will be used. (Note: The Town of Dumfries reserves the right to request documentation of the construction value).	\$0.01

E. FINISHED BASEMENTS (RESIDENTIAL)

a.	Fee per square foot of gross floor area	\$0.25
b.	Minimum fee when permit taken after occupancy of unit	\$94.00

F. NON-RESIDENTIAL RE-ROOFING

Includes all multi-family and multi-story occupancy groups. Permit is not required for repairs of less than 100 square feet or defined as ordinary.

a.	Fee per square foot for first 10,000 SF of roof area or minimum fee.	\$0.13
b.	Fee per foot for additional square footage over 10,000 SF.	\$0.0085

G. RECALCULATION OF OCCUPANCY LOAD POSTING PLACARD

a.	Fee per Placard.	\$94.00
b.	Minimum Fee.	\$94.00

H. INDUSTRIALIZED BUILDING FOUNDATION OR MANUFACTURED HOMES

a.	Residential base fee Plus Fee per square foot of gross floor area of basement, garage or additions. (Decks require separate permit).	\$94.00 \$0.13
b.	Non-residential. Multi-family and multi-story base fee. Plus, Fee per square foot of gross floor area of basement, garages, or additions.	\$155.00 \$0.25

I. MANUFACTURED HOME – INSTALLATION

a.	New installation (set up).	\$94.00
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J. OTHER FEES

a.	Building Demolition.	\$155.00
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K. Retaining Wall (SF of Total Wall Face)

a.	Minimum Fee for retaining walls.	\$155.00
b.	Retaining Walls with less than 8 feet of backfill.	\$0.50
c.	Retaining Walls with 8 feet or more of backfill.	\$0.60

L. Outdoor Sign

a.	Fee per sign	\$155.00
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M. Indoor Sign

a.	First sign.	\$155.00
b.	Each additional sign.	\$42.00

N. Ground Signs

a.	Fee per sign.	\$155.00
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O. Poles over 30 feet for flags and site lighting system.

a.	Flat fee per project.	\$155.00
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P. Swimming Pools

a.	Private residential Swimming Pools.	\$155.00
b.	Public or semi-public Swimming Pools.	\$313.00

Q. Special Inspection Project

The following shall apply when a structure is designated as a Special Inspection:

a.	Building Projects		
	i.	Up to 5,000 square feet, single story (unless covered by 9c.)	\$1,042.00
	ii.	5,000 to 10,000 square feet	\$2,086.00
	iii.	10,000 to 20,000 square feet	\$4,173.00
	iv.	20,000 to 50,000 square feet	\$6,259.00
	v.	50,000 to 100,000 square feet	\$8,346.00
	vi.	100,000 square feet and above	\$10,432.00
b.	Retaining Wall Projects		
	i.	Up to 1,000 square feet (unless covered by 9c.)	\$1,042.00
	ii.	1,000 to 3,000 square feet	\$2,086.00
	iii.	3,000 to 5,000 square feet	\$3,129.00
	iv.	5,000 square feet and above	\$4,173.00
c.	Individual Structural Components including, but not limited to, Projects to which the Minor Critical Projects policy applies, up to four, per component.		\$418.00

R. PLAN REVIEW FILING FEES

a.	Residential (Single Family, Duplex, Townhouse, etc.) per unit.	\$122.00
b.	Non-residential, multi-family, multi-story.	35% of permit fees

III. ELECTRICAL FEES

All permits necessary under the provision of the Virginia Uniform Statewide Building Code shall be procured and paid for before initiation of the work covered by such permits. A separate electrical permit is required to install electrical equipment in each dwelling unit, each structure or each area of the structure for which a separate building permit has been issued. A separate electrical permit is required to install electrical signs and swimming pools.

A. RESIDENTIAL Single-family dwellings. (Does not include multi-family, multi-story, and R-3)

1. New Residential

a.	New Construction of dwelling units, fee per square foot, (includes basement and floor area.	\$0.10
b.	Minimum Fee.	\$94.00
c.	Temporary Service Fee	\$139.00

2. Existing Dwellings (Additions, Remodeling, and Repairs)

a.	Base Fee, plus items 1 through 6 below	\$47.00
	i. New Service (new and replacement)	\$47.00
	ii. Fixtures/Receptacles (includes switches, each 10 or portion thereof:	\$9.25
	iii. Circuits, each	\$3.00
	iv. Stationary equipment, each (includes, but not limited to; bathroom exhaust fans, motors, pumps, welders, generators, car charging stations and solar panels). (Electric water heaters are exempt)	\$12.00
	v. Subpanels	\$26.00
	vi. Pumps, each	\$12.50
b.	Service Connection Fee or reconnect (total fee - no base plus)	\$94.00
c.	Swimming Pools (total fee - no base plus)	\$94.00

B. NON- RESIDENTIAL- Includes all R-3, multi-family and multi-story.

1. Base fee

a.	Base fee plus the following items except items 7, 11, 15, 17, 18, 20, 21 and 22	\$155.00
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2. Appliances and stationary equipment

a.	Includes but is not limited to, bathroom exhaust fans, dishwasher, disposal, dryer, water heater, kitchen range, car charging station and solar panels	\$13.50
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3. Circuits

a.	New, extensions and feeders; bath fans are counted as circuits.	\$3.50
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4. Dental Chairs

a.	Each chair	\$24.50
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5. Duct Heaters

a.	For first unit	\$51.00
b.	For additional unit, each	\$28.00

6. Electrical Unit Heaters

a.	Space or Baseboard heaters, each	\$14.00
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7. Fire Alarm Systems (total fee - no base plus)

a.	For systems up to 10 devices	\$208.00
b.	For each additional device	\$5.50

8. Fixtures/Receptacles - includes switches, disconnects and smoke detectors.

a.	Dispensers, each unit	\$14.00
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9. Track Lighting

a.	Per Linear foot	\$14.00
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10. Gasoline Pumps/Dispensers

a.	Submerged pumps – see motors	\$14.00
b.	Dispensers, each unit	\$14.00

11. Generators (all types and voltage) total fee - no base plus

a.	Less than 100 KVA, each unit	\$66.50
b.	100 KVA and above, each unit	\$201.00

12. Groundworks

a.	Concealing of conduits only	\$94.00
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13. Heating and Air Conditioning

a.	Less than 5 tons (each unit)	\$31.50
b.	5 tons and above (each unit)	\$94.00

14. Motors - (including commercial furnaces and ventilation equipment)

a.	Less than 5 H.P.		
	i.	First unit	\$14.00
	ii.	Each additional unit	\$8.75
b.	5 H.P. and above		
	i.	First unit	\$29.75
	ii.	Second unit (or each additional unit)	\$15.75

15. Pole Lights: (total fee - no base fee)

a.	First pole	\$31.50
b.	Each additional pole	\$22.75

16. Service Entry (new, replacement, or metered for separate occupancies or main switches.

a.	Service 600 volts or less		
	i.	Less than 600 amps	\$115.50
	ii.	600 amps to less than 1200 amps	\$166.00
	iii.	1200 amps and above	\$334.00
b.	Service over 600 volts		\$447.00
c.	Service Reconnect Fee		\$155.00
d.	Temporary Service, for construction only		\$104.00

17. Outdoor Signs (total fee - no base fee)

a.	First sign	\$155.00
b.	For each additional sign	\$42.00

18. Indoor Signs (circuit connections) (total fee - no base fee)

a.	First sign	\$155.00
b.	For each additional sign	\$42.00

19. Neon Signs

a.	Fee per transformer	\$42.00
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20. Subpanels/Control Panel

a.	Total fee – no base plus	\$28.00
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21. Swimming Pools

a.	Non-residential swimming pools (total fee – no base plus)	313.00
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22. Temporary Wiring

a.	Tree sales, produce stands, tent sales, carnivals, fairs, circuses, and other temporary activities. (Total fee – no base plus)	\$155.00
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23. Transformers- all types and voltages)

a.	Less than 100 KVA (each unit)	\$66.50
b.	100 KVA and above (each unit)	\$184.50

24. Uninterruptible Power Supply - all types and voltages

a.	Less than 100 KVA (each unit)	\$66.50
b.	100 KVA and above (each unit)	\$184.50

25. Variable Air Volume Boxes

a.	Fees for Variable Air Volume Boxes (each unit)	\$17.50
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26. Welders

a.	Welders (each unit)	\$17.50
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27. X-Ray Machines

a.	X-Ray Machines (each unit)	\$17.50
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28. Low voltage Systems

a.	Per square foot for first 10,000 SF area to be wired	\$0.03
b.	per square foot for each additional square foot over 10,000 SF of area to be wired	\$0.006

29. Electrical Demolition

a.	Electrical Demolition Fee	\$155.00
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C. INDUSTRIALIZED BUILDING AND MANUFACTURED HOMES:

1. Interiors of preapproved industrialized buildings or manufactured units shall not require a permit unless the structure is modified.
2. Other Electrical Fees shall be priced per the electrical schedule above.

III. MECHANICAL FEES

All permits necessary under the provision of the Virginia Uniform Statewide Building Code shall be procured and paid for before initiation of the work covered by such permits. A separate electrical permit is required to install mechanical equipment in each dwelling unit, each structure, or each area of the structure for which a separate building permit has been issued.

RESIDENTIAL

A. Duct Work Only

a.	One Zone fee plus	\$193.00
b.	Each additional Zone	\$122.25
c.	1 zone system over 4 tons shall be charged as 2 zones	

1. A/C Equipment Replacement

a.	Indoor or Outdoor	\$94.00
b.	Both	\$139.00

2. Furnace Replacement

a.	Replacement fee, each	\$94.00
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3. Wood Stoves, gas logs

a.	Wood Stoves, Gas Logs Installation, or replacement, each	\$94.00
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4. Prefabricated Fireplaces

a.	This fee for wood burning stoves or prefabricated fireplaces is added to the other mechanical fees even if the same owner or contractor performs the work.	\$94.00
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5. Oil and L. P Tanks

a.	New or Removal, in or above ground (per permit)	\$94.00
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6. Building Fire Suppression Systems

a.	Fire Suppression System Fee	\$94.00
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7. Ductwork only

a.	Additions and Finished Basements Fee	\$94.00
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B. NON-RESIDENTIAL MECHANICAL

1. Ductwork

a.	0 - 2,500 square feet fee per square feet, plus equipment schedule	\$0.085
b.	2,501- 5,000 sq. ft. fee per sq. ft. plus above fee	\$0.052
c.	5,001- 40,000 sq. ft. fee per sq. ft. plus above fee	\$0.035
d.	40,000 sq. ft. fee per sq. ft. plus above fee	\$0.02

2. Hoods

a.	Exhaust fans for hoods (fee per fan)	\$155.00
b.	Hood Fee - per sq. ft. of each hood area	\$6.75
c.	Hood Fire Suppression, per system	\$155.00

3. Chilled + Hot H2O, Steam Piping

a.	0 - 2,00 2,500 square feet fee per square feet, plus equipment schedule	\$0.045
b.	2,501- 5,000 sq. ft. fee per sq. ft. plus above fee	\$0.035
c.	5,001 sq. ft. and above fee per sq. ft. plus above fee	\$0.025

4. Equipment schedule (new or replacement)

a.	Power boilers	
	i. Base fee plus	\$155.00
	ii. Fee Per H.P.	\$1.45
b.	Hot water boiler or steam boiler	
	i. Base fee plus	\$155.00
	ii. Fee for each 100,000 BTU/HR or fraction thereof over 200,000 BTU/HR	\$17.50
c.	Incinerators and crematory per 100/HR burning rate or fraction thereof:	\$61.25
d.	Furnaces (central heating, duct, oil and solid burning rate or fraction thereof:	
	i. Up to 200 MBH input - base fee plus	\$155.00
	ii. For each additional 100 MBH or fraction thereof:	\$15.75
e.	Refrigeration (product cooling)	
	i. Base fee plus	\$155.00
	ii. Fee for each ton over 5	\$10.25
f.	Heating and Air Conditioning (all units)	
	i. Base fee plus	\$216.00
	ii. Fee for each ton over 5	\$28.00
g.	Relocation of existing heating and air conditioning, fee for each relocated unit, to include relocation of ductwork	\$187.00
h.	Conversion of burner	\$155.00
i.	Air Compressors	\$155.00
j.	Auto lifts, each (or minimum fee)	\$31.50
k.	Auto Emissions System (in slab or above floor) includes the exhaust fan.	\$155.00
l.	Chiller/Cooling Tower	
	i. Base fee plus	\$155.00
	ii. Fee per ton	\$1.50
m.	Unit heaters, space heaters, through wall heat pump or A/C, exhaust fan (other than hood), dryer vents, VAV fans and fan coil units.	
	i. Base fee each, for first 10	\$155.00
	ii. Fee each additional thereof:	\$14.00
n.	Additional equipment not listed, to include generators; each type counted separately.	\$155.00

5. Smoke Evacuation System

a.	Volume of air is only to be calculated for the affected area, not additional areas not art of the zone	
	i. Per cubic foot up to 25,000 cubic feet	\$0.0075

	ii.	Per cubic foot 25,001- 50,000 cubic feet plus above fees	\$0.0040
	iii.	Per cubic foot 50,001 -400,000 cubic feet plus above fees	\$0.0030
	iv.	Per cubic foot 400,000 and above, plus above fees	\$0.0015
b.		Smoke Removal Fan	
		If Smoke Removal Fan is an integral part of an HVAC system, fees are to be calculated based upon cubic footage.	\$155.00

6. Gas Piping

a.		LP or Natural gas - fee per meter plus	\$155.00
	i.	Regulators, up to 10	\$155.00
	ii.	Regulators, 11 or more	\$260.00
b.		Fee for each connected appliance per system	\$14.00
c.		Medical gas piping fee	\$155.00
	i.	Per manifold per type of gas	\$155.00
	ii.	Fee per outlet, up to 30 outlets	\$12.25
	iii.	Fee for each additional 10 outlets, or part of thereof:	\$5.50
d.		Residential which have gas piping systems to supply the furnace, hot water heater, stove or gas logs.	
	i.	Fee for first 10 units plus	\$155.00
	ii.	Each additional unit plus	\$12.25
	iii.	Fee for each appliance outlet	\$12.25

7. Flammable and combustible liquid tanks

a.	Storage tank removal or abandonment (each tank)	\$201.00
b.	Storage tank installation and testing, each tank including piping.	\$479.25
c.	Piping only (each tank)	\$281.50
d.	Above or underground tanks up to 550 gallons, each (or minimum fee)	\$66.50

8. Elevator

a.	New Elevators and Escalators, each	\$155.00
b.	Miscellaneous: Sidewalk lifts, material lifts, car lifts, stair lifts and porch lifts, per lift.	\$155.00

9. Building Fire Suppression

a.		Sprinkler Limited Areas	\$220.00
b.		Sprinkler Light Hazard Occupancy - minimum fee	\$360.00
	i.	1-100 heads (fee per head)	\$6.50
	ii.	101-300 heads fee per head	\$5.25
	iii.	301-500 heads fee per head	\$3.75
	iv.	501 and above sprinkler heads - fee per head	\$3.75
c.		Sprinkler Ordinary Hazard and Rack Storage -minimum fee	\$360.00
	i.	1-100 heads (fee per head)	\$6.50

	ii.	101-300 heads fee per head	\$5.25
	iii.	301-500 heads fee per head	\$3.75
	iv.	501 and above sprinkler heads - fee per head	\$3.75
d.		Sprinkler Extra Hazard - minimum fee	\$360.00
	i.	1-100 heads (fee per head)	\$6.50
	ii.	101-300 heads fee per head	\$5.25
	iii.	301-500 heads fee per head	\$3.75
	iv.	501 and above sprinkler heads - fee per head	\$3.75
e.		NFPA 13D Systems -fee per system	\$360.00
	i.	1-100 heads (fee per head)	\$6.50
	ii.	101-300 heads fee per head	\$5.25
	iii.	301-500 heads fee per head	\$3.75
	iv.	501 and above sprinkler heads - fee per head	\$3.75
f.		Dry Pipe System added on (per dry pipe valve)	\$185.00
g.		Sprinkler with standpipe on (per standpipe riser)	\$104.00
h.		Standpipe System only - base fee plus	\$360.00
	i.	each additional riser after one	\$104.00
i.		Fire Pumps, per pump	\$360.00
j.		Underground fire line, per line	\$313.00
k.		Carbon Dioxide Extinguishing System (per system)	\$313.00
l.		Clean Agent Extinguishing System (per system)	\$185.00
m.		Dry chemical system (per system)	\$185.00
n.		Wet chemical system (per system)	\$185.00

10. Industrialized (modular) buildings require a mechanical permit when building arrives on job in more than one module requiring assembly.

a.	Base Fee plus	\$139.00
b.	Add for all additional equipment – see equipment schedule	

11. Mechanical Demolition

a.	Mechanical Demolition fee	\$155.00
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V. PLUMBING FEES

All permits necessary under the provision of the Virginia Uniform Statewide Building Code shall be procured and paid for before initiation of the work covered by such permits. A separate plumbing permit is required to install plumbing equipment in each dwelling unit, each structure or each area of the structure for which a separate building permit has been issued.

A. RESIDENTIAL - Single family dwellings (Does not include multi-family, multi-story and R-3)

1. New Residential

a.	Base Fee plus	\$94.00
b.	Each fixture and appliance, which includes floor drains, ice makers, hose Bibbs, potable water connections to boilers or other non-potable tanks or equipment and roughed in fixtures. (No gas)	\$7.75

2. Additions/Remodeling (no gas)

a.	Base Fee plus	\$94.00
b.	Each fixture and appliance, which includes floor drains, ice makers, hose Bibbs, potable water connections to boilers or other non-potable tanks or equipment and roughed in the fixtures. (No gas)	\$7.75

3. Lawn Sprinklers

a.	Backflow prevention only	\$66.50
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4. Water Service

a.	Per service when new, repaired or replaced.	\$94.00
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5. Building Sewer

a.	Per each foot or portion thereof when inspected by the Building Department	\$94.00
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6. Pressure Reducing Valve

a.	Each Valve	\$12.25
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7. Backwater valves for sewers

a.	Each Valve	\$12.25
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8. Cross Connection Fee

a.	Per Device	\$12.25
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9. Natural Gas/L. P. Gas

a.	Base Fee	\$94.00
b.	Each Gas Appliance	\$7.75

10. Liquid Petroleum Storage Tanks

a.	New or removals, in or above ground (per permit)	\$66.50
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B. NON-RESIDENTIAL PLUMBING

1. New Structures, Additions and Alterations - Includes all R-3, multi-family and multi-story.

a.	Base Fee plus	\$208.00
b.	Each Fixture; includes floor drains, Hose Bibbs, potable water connections to boilers and other non-potable tanks or equipment and fixtures connected to potable water systems. (E.g., coffee makers, ice makers, etc.)	\$8.75
c.	Removal or capping off fixtures.	\$8.75

2. Appliances

a.	In addition to appliances normally associated with residential and non-residential structures, appliances include ejectors, dishwashers, sewage and garbage disposals, water heaters, water booster pumps, sump pumps, sand or grease interceptors and separators, trench drains and reclaim tanks.	\$33.00
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3. Storm Drains

a.	Per 50,000 square feet of roof or portion thereof	\$155.00
b.	Each roof drain and/ or downspout tying into storm drain	#33.00

4. Building Sewer and storm sewer, per lateral, for each 100 feet or portion thereof: New, repair, or replacement when inspected by the Building Inspector.

a.	Sewer tap if inspected by Building Department	\$155.00
b.	Sewer line to building drain if separate permit	\$155.00

5. Water Service: Per service (new, repair, or replacement) from well or public supply system (including swimming pools). The number of water service connections to a building will be determined by the number of meters or the number of lines entering the building.

a.	Water supply to building if inspected by Building Department.	\$155.00
b.	Water main tap if inspected by the Building Department	\$155.00
c.	Water Service to building if separate permit.	\$155.00

6. Cross Connection Devices (no fee for building maintenance code issues)

a.	Minimum Fee per building	\$155.00
b.	Maximum Fee per building	\$939.50

7. Water Softeners, filter systems

a.	Fee per each device	\$104.50
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8. Building Drain

a.	Without any fixtures (base fee)	\$208.00
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9. Groundwork

May be assessed through a Site Plan Fee

a.	Base fee	\$208.00
b.	Each Fixture	\$8.75

10. Trap Primer

a.	Each Trap	\$14.00
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11. Pressure Reducing Valve

a.	Each Reducing Valve	\$14.00
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12. Backwater Valve

a.	Each Backwater Valve	\$14.00
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13. Mixing Valves

a.	Each Mixing Valve	\$14.00
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14. Recirculating Pumps

a.	Each Recirculating Pump	\$14.00
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15. Sauna or Steam Baths

a.	Each Sauna or Steam Bath	\$155.00
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16. Plumbing Demolition

a.	Demolition Fee	\$155.00
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17. Gas Demolition

a.	Demolition Fee	\$155.00
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C. INDUSTRIALIZED BUILDING AND MANUFACTURED HOMES

1. Residential Plumbing

a.	Base Fee plus water and sewer connection	\$139.00
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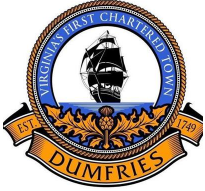
2. Residential Gas

a.	Base Fee for Gas Connection	\$94.00
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3. Non-residential

a.	Base fee for Non-residential plus fixtures fees, plus sewer and water connection	\$187.00
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END



AGENDA ITEM REQUEST FORM

Item Type

Award Proclamation Resolution/Ordinance Motion Discussion

Statement of Purpose

Consideration of an Ordinance to Adopt Town Fee Schedule

Background/References

The Town's Fee Schedule is considered each year as part of the annual budget process.

Fiscal Impact

The fee schedule aligns with projections included in FY24 budget.

Suggested Motion

Adoption

Requested Meeting Date

May 2, 2022

Attachments

AT A MEETING OF THE DUMFRIES TOWN COUNCIL HELD ON May 2, 2023 ON A MOTION MADE BY _____, AND SECONDED BY _____, THE FOLLOWING RESOLUTION WAS ADOPTED BY THE FOLLOWING VOTE:

Tyrone A. Brown, _____ ;
Brian K. Fields, _____ ;
Selonia B. Miles, _____ ;
Monae S. Nickerson, _____ ;
Shaun R. Peet, _____ ;
Caetrina A. Peterson, _____ ;
Derrick R. Wood, _____ ;

RESOLUTION TO APPROVE THE FY2024-2028 CAPITAL IMPROVEMENT PLAN

WHEREAS, the Town Manager presented the **FY2024-2028** Capital Improvement Plan (CIP); and

WHEREAS, on May 2, 2023, the Town Council held a duly advertised public hearing, as required by law on the General Fund Budget for Fiscal Year 2024, which includes appropriations to support the Capital Improvement Plan; and

WHEREAS, the **FY2024-2028** Capital Improvement Plan (CIP) serves the purpose of implementing the goals of the Town Council and the Town's Comprehensive Plan; and

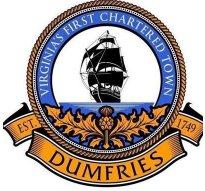
NOW, THEREFORE BE IT RESOLVED, by the Council of the Town of Dumfries, on this 2nd day of May, 2023 does hereby adopt the **FY2024-2028** Capital Improvement Plan (CIP).

This Resolution shall be effective July 1, 2023.

By Order of Council:

Derrick Wood, Mayor

ATTEST: _____
Tangi Hill, Town Clerk



AGENDA ITEM REQUEST FORM

Item Type

Award Proclamation Resolution/Ordinance Motion Discussion

Statement of Purpose

Consideration of a Resolution to Adopt FY24-FY28 Capital Improvement Plan

Background/References

Five Year Capital Improvement Plan

Fiscal Impact

The impact for FY24 is \$2,370,000 of which \$795,000 is cash transferred from General Fund and \$75,000 Stormwater.

Suggested Motion

Adoption

Requested Meeting Date

May 2, 2022

Attachments

AT A MEETING OF THE DUMFRIES TOWN COUNCIL HELD ON May 2, 2023, ON A MOTION MADE BY _____, AND SECONDED BY _____, THE FOLLOWING ORDINANCE WAS ADOPTED BY THE FOLLOWING VOTE:

Tyrone A. Brown, ;
 Brian K. Fields,;
 Selonia B. Miles,;
 Monaé S. Nickerson,;
 Shaun R. Peet,;
 Caetrina A. Peterson,;
 Derrick R. Wood,;

ORDINANCE TO APPROPRIATE FUNDS FOR FISCAL YEAR 2024 IN THE AMOUNT OF \$10,818,536

WHEREAS, the Town Manager has prepared and submitted the budget for Fiscal Year 2024, beginning on July 1, 2023 and ending on June 30, 2024, requiring the appropriation of \$10,818,536 to provide for the operation and management of the Town; and

WHEREAS, on May 2, 2023 the Council held a duly advertised public hearing, as required by law; and

WHEREAS, Section 15.2-2506 of the Code of Virginia provides that no money shall be paid out or become available to be paid out for any contemplated expenditure unless and until there has been made an appropriation for such contemplated expenditure; and

NOW, THEREFORE BE IT ORDAINED, the Council of the Town of Dumfries does hereby adopt and make appropriations of Town revenues as specified and required by the budget attached hereto and made part hereof, or so much thereof as may be necessary for the purposes specified and in the amounts identified therein for the Fiscal Year 2024 in an amount not to exceed \$10,818,536.

This Ordinance shall be effective July 1, 2023.

Estimated Revenue for Fiscal Year 2023 General

Fund	FY2023 Estimate
Total	\$10,818.536

General Fund Operating Budget

Department	FY2023 Estimate
Governing Body	\$223,636
Administration	\$4,413,201
Police	\$2,830,371
Planning & Community Dev.	\$671,152
Public Works	\$1,502,806
Stormwater Management	\$193,150
Boards & Commissions	\$18,500
Municipal Building	\$292,412
Debt Service	\$673,308
Total	\$10,818.536

The amounts appropriated by this Ordinance shall be expended for the purposes designated within the respective agencies reflected in this budget. Payments, salaries, wages, and allowances set forth in this budget are hereby authorized pursuant to all applicable local, state, and federal laws, including the Personnel Rules for the Town of Dumfries and the Virginia Public Procurement Act.

By Order of Council:

 Derrick R. Wood, Mayor

ATTEST: _____
 Town Clerk

AT A SPECIAL CALLED MEETING OF THE DUMFRIES TOWN COUNCIL HELD IN COUNCIL CHAMBERS, 17739 MAIN STREET, SUITE 200, ON TUESDAY, APRIL 4, 2023: ON A MOTION DULY MADE BY _____, AND SECONDED BY _____, THE FOLLOWING RESOLUTION WAS ADOPTED BY THE FOLLOWING VOTE:

Tyrone A. Brown, ____;
Brian K. Fields, ____;
Selonia B. Miles, ____;
Monae S. Nickerson, ____;
Shaun R. Peet, ____;
Caetrina A. Peterson, ____;
Derrick R. Wood, ____;

RESOLUTION FOR NAMING AND RENAMING OF TOWN FACILITIES, PARKS, AND STREETS POLICY

WHEREAS, the Town of Dumfries recognizes the importance of establishing a consistent, transparent, and meaningful process for naming and renaming government buildings, town parks, and town streets; and

WHEREAS, the Town of Dumfries values the contributions of individuals and organizations who have made a significant positive impact on the community or have contributed to the growth and development of our town; and

WHEREAS, the Town of Dumfries seek to ensure that the naming and renaming of government buildings, town parks, and town streets reflect the values and history of our community while also recognizing the contributions of those who have helped to shape our town.

NOW, THEREFORE, BE IT RESOLVED that the Town of Dumfries adopts the policy on naming and renaming government buildings, town parks, and town streets as proposed by the Mayor and outlined in the attached document.

BE IT FURTHER RESOLVED that the Mayor and Town Council will work with the Town Manager to ensure that the policy is implemented effectively and that any necessary updates are made to town ordinances and regulations.

BE IT FURTHER RESOLVED that the naming committee for government facilities, town parks, and town streets will consist of the Mayor, the Town Manager, and two (2) Town Council members appointed by the Town Council.

BE IT FURTHER RESOLVED that any requests for renaming a government building, town park, or town street will follow the additional process outlined in the policy.

BE IT FURTHER RESOLVED that the policy will take effect immediately upon adoption.

By Order of Council:

Derrick R. Wood, Mayor

ATTEST:

Tangi R. Hill, Town Clerk

Naming and Renaming of Town Facilities, ~~and~~ Parks, and Streets Policy Guidelines

Town of Dumfries, Virginia



Adopted March 14, 2023

Town of Dumfries, Virginia
Naming and Renaming of Town Facilities, ~~and~~ Parks, and Streets

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5.0	Renaming	4
6.0	Implementation	4

¹ [Review again once policy is adopted.](#)

Town of Dumfries, Virginia

Financial Policy Guidelines

1.0 Policy Purpose

The purpose of this policy is to establish a consistent, transparent, and meaningful process for naming and renaming government buildings, ~~and town parks, and town streets (herein~~ “government facility(ies)”) in the Town of Dumfries. This policy aims to recognize the contribution of individuals or organizations who have made a significant positive impact on the community or have contributed to the growth and development of our town.

2.0 Eligibility

Any government building or town park in the Town of Dumfries may be considered for naming or renaming, including newly constructed or existing government facilities. However, government facilities~~buildings or parks~~ that have already been named or renamed will not be considered unless there is a compelling reason to do so.

3.0 Criteria

The following criteria will be used to evaluate potential names or renaming of government ~~buildings and town parks~~facilities:

- 3.1 The individual or organization being considered must have made significant positive contributions to the Town of Dumfries or its residents.
 - 3.1.a. The name or renaming must be relevant and meaningful to the community and its history.
 - 3.1.b. The name or renaming must be respectful and appropriate.
 - 3.1.c. The name or renaming ~~must~~should not promote any particular religion, political party, or ideology.
 - 3.1.d. The name or renaming ~~must~~should not be identical or too similar to any existing street names, park names, or other named locations within the town.

4.0 Process

The process for naming or renaming government ~~facilities buildings and town parks~~ in the Town of Dumfries ~~shall~~will be as follows:

- 4.1 Any member of the community may submit a nomination for a government ~~facility building or town park~~ name or renaming.
 - 4.1.a. The nomination must be submitted in writing to the Mayor and Town Council, with a copy to the Town Manager, and must include supporting documentation, such as a resume or a list of accomplishments, to demonstrate the eligibility of the individual or organization being considered.
 - 4.1.b. The nomination will be reviewed by a naming committee, consisting of the Mayor, the Town Manager, and two (2) Town Council members appointed by the Town Council.
 - 4.1.c. The naming committee will evaluate each nomination based on the established criteria and will make a recommendation to the Town Council for final approval.
 - 4.1.d. The Town Council shall hold a public hearing on the proposed naming or renaming.

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Town of Dumfries, Virginia Financial Policy Guidelines

~~4.1.d.4.1.e.~~ The Town Council shall ~~will~~ have the final authority by resolution to approve or reject any proposed naminges or renamings of for government facilities~~buildings and town parks~~.

5.0 Renaming

If a compelling reason arises to rename a government facility~~building or town park~~, the following additional process will be followed:

5.1 A request for renaming may be submitted in writing to the Mayor and Town Council with a copy to the Town Manager.

5.2 The request must include a detailed explanation of why the renaming is necessary, including any historical or cultural context.

5.3 A request to rename a government facility must be accompanied by a petition signed by 50 eligible voters in the Town in order to be further processed for consideration.

5.4 The request will be reviewed by the naming committee, which will make a recommendation to the Town Council for final approval.

~~5.2 The request will be reviewed by the naming committee, which will make a recommendation to the Town Council for final approval.~~

~~5.3 The Town Council will have the final authority to approve or reject any proposed renaming of a government building or town park.~~

6.0 Implementation

Once a name or renaming has been approved for a government facility~~building or town park~~, the Town of Dumfries will notify the public of the new name or renaming through local media and on the Town's website. The Town will also work with the appropriate agencies to update any necessary signage, maps, or other relevant materials.

By adopting this policy, we can ensure that the names and renamings of government buildings, and Town parks, and Town streets in the Town of Dumfries reflect the values and history of our community while also recognizing the contributions of those who have helped to shape our town.

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MOTION:

MEETING DATE: April 4, 2023

SECOND:

RE: AUTHORIZE CLOSED MEETING

WHEREAS, the Town Council of the Town of Dumfries desires to discuss in closed meeting the following matter(s):

1. One personnel matter relating to the consideration of prospective candidates for new Town Manager pursuant to Va. Code §§2.2-3711.A.(1);

WHEREAS, pursuant to Va. Code § 2.2-3711.A(1) personnel matter – consideration of prospective candidates for new Town Manager, such discussion(s) may occur in closed meeting.

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Dumfries does hereby authorize discussion of the aforesated matter(s) in closed meeting.

VOTE

AYES:

NAYS:

ABSTAIN:

ABSENT:

MOTION:

MEETING DATE: April 4, 2023

SECOND:

RE: CERTIFICATION OF CLOSED MEETING

WHEREAS, the Town Council of the Town of Dumfries has convened in closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Va. Code §2.2-3712 requires a certification by the Town Council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Town Council of the Town of Dumfries hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Town Council.

VOTE

AYES:

NAYS:

ABSTAIN:

ABSENT: