AT A REGULAR MEETING OF THE DUMFRIES TOWN COUNCIL HELD ON TUESDAY, NOVEMBER 12, 2013, IN COUNCIL CHAMBERS, 17755 MAIN STREET, DUMFRIES, VIRGINIA: ON A MOTION DULY MADE BY_____, AND SECONDED BY _____, THE FOLLOWING ORDINANCE WAS ADOPTED BY THE FOLLOWING VOTE:

Charles C. Brewer, ____;
Gerald M. Foreman, II, ____;
Kristin W. Forrester, ____;
Helen D. Reynolds, ____;
Willie J. Toney, ____;
Gwen P. Washington, ____;
Derrick R. Wood, ____;

AN ORDINANCE TO AMEND THE TOWN OF DUMFRIES FEE SCHEDULE

WHEREAS, the Town Staff initiated the process to amend the fee schedule that was adopted in 2004 for zoning fees and banner signs for religious and nonprofit organizations; and

WHEREAS, the Town Staff introduced proposed changes to the fee schedule in a discussion meeting with the Town Council at the August 20, 2013 meeting of Town Council; and

WHEREAS, per the request of Council, staff amended the fee schedule for fees to be equal to or less than similar fees found in the Stafford and Prince William County fee schedules; and

WHEREAS, the Dumfries Town Council held a duly advertised public hearing on the fee schedule on October 1, 2013; and

WHEREAS, the Dumfries Town Council finds that the fee schedule proposed by Town Staff, serves a valid public purpose and furthers the goals of the Town of Dumfries Comprehensive Plan.

NOW, THEREFORE BE IT ORDAINED by the Council of the Town of Dumfries on this the 12th day of November, 2013, the amended fee schedule, attached, is hereby adopted and approved.

This ordinance shall become effect November 12, 2013.

By Order of Council:

_____
Gerald M. Foreman, Mayor

Attest:_____
Dawn Hobgood, Town Clerk

Fee Schedule

for the Town of Dumfries, Virginia

effective July 1, 2012

Amended 11-12-13 to include SP-1 and Temporary Signs for Non-Profit/Religious Institutions

SITE PLAN REVIEW FEES	
Application	**Fee**
Nonresidential Site Plan, Multi-Family Site Plan, and major revisions to an approved plan	$1,000
Single-Family & Townhouse Subdivision Plan, Minor Nonresidential Site Plan, and Grading Plan (over 2,500 square feet)	$500
Plat Review (Subdivision, easement, consolidation, vacation)	$350
Waiver request	$300
Pre-submission Meeting	$100 per hour per discipline, $75 minimum
Subsequent reviews and minor revisions to an approved plan	$100/sheet

The Zoning Administrator and Director of Public Works reserve the right to assign fees for items not shown above.

LABOR AND EQUIPMENT RATES	
Activity	**Fee**
Labor, without tools	$25 per hour
Labor, with tools including: Weed eater & cord, weed eater & blade, sidewalk edger, shovels, rakes, pitchforks, grubbing hoe, machete, bush axe, pruning saws, and hand pruners	$35 per hour
Labor with chainsaw	$35 per hour
Labor with push mower	$35 per hour
Labor with riding behind mower	$45 per hour
Labor with riding mower	$45 per hour
Labor with tractor & bushhog	$65 per hour
Labor with dump truck (minimum 5 ton)	$75 per hour
Labor with pickup truck (minimum 3/4 ton)	$40 per hour
Labor with stake body truck (minimum 1 ton)	$50 per hour
Skid steer and attachments with operator	$60 per hour
Mini excavator with operator	$65 per hour
Small rubber-tire loader/scratcher with operator	$65 per hour
Director of Public Works	$100 per hour
Building Inspector	$100 per hour
Administration	$50 per hour

Immediate response services (within 24 hours): additional 50% on labor and equipment rates

The Director of Public Works reserves the right to assign fees for items not shown above.

BUILDING FEES

Application	Fee
Construction Plan Review	
Residential Plan Review (new construction)	$300
Residential Plan Review (additions, remodeling, alterations)	$150
Commercial/Industrial Plan Review (new, additions) Subsequent Review Fee	$300 $100 per sheet
Commercial/Industrial Plan Review (tenant layout, alterations) Subsequent Review Fee	$150 $100 per sheet
Residential Construction Permit Application	
Residential (new construction)	$700 minimum
Residential (additions, remodeling, alterations)	$500
Residential (Decks)	$300
Residential (Plumbing)	$50 permit fee
Residential (HVAC)	$50 permit fee
Residential (Electrical)	$50 permit fee
Residential (Occupancy Permit)	$50 permit fee
Commercial Construction Permit Application	
Commercial (new, additions)	$1,100
Commercial (tenant layout, alterations)	$900
Commercial (Plumbing)	$50 permit fee
Commercial (HVAC)	$50 permit fee
Commercial (Electrical)	$50 permit fee
Commercial (Occupancy Permit)	$50 permit fee
Fire Marshal Inspection (sprinklers, fire alarm)	As set by Prince William County Fire Marshal's Office
Other Fees	
Minor Plan Review	Determined by Building Official
Site Inspection (storm sewer, water, sewer lines)	$150 per inspection
Code Compliance Inspection (requested by customer)	$200 per inspection
Pre-Design Meeting	$100 per hour - $75 minimum
Construction Meeting	$100 per hour per discipline - $75 minimum
Reinstatement of Rescinded or Suspended Construction Permit	$100
Reinstatement of Responsible Parties for Construction Permits	$100
FAILURE TO OBTAIN BUILDING OR GRADING PERMIT	$500 plus cost of Permit

** Additional inspections: $100 each*

*** Inspections may be combined into one inspection at $150*

A 2% levy for building fees is already included in the cost shown above.

The Building Official reserves the right to assign fees for items not shown above.

ZONING FEES

Application		Fee
Buildings, Occupancy, & Accessory Structures		
Zoning Approval for Occupancy (tenant known)		$25
Zoning Approval for accessory residential structures		$25
Planning Applications		
Application for Rezoning	For less than 3 acres:	$2,000 + $1,000 per acre or portion thereof;
	for 3 or more but less than 6 acres:	$4,750;
	for 6 or more acres:	a base fee of $6,250,
		plus the following fee per acre based on desired zoning district:
		residential: $175;
		B-1: $150;
		B-2: $125;
		FB/O-1: $175;
		SP-1 and M-1: $200
Zoning Text Amendment		$500
Special Exceptions		
Conditional Use Permit (residential)		$500
Conditional Use Permit (non-residential)	Base fee:	$500
	Plus:	$2,500 per acre or portion thereof above 1
	Or, for these specific instances:	
	$1,250	Adult day care facility or Child care facility over 1 acre
	$1,750	Religious institution without related services or Veterinary hospital with kennel over 1 acre
	$5,750	Motor vehicle sales or Religious institution with related services over 3 acres
	$7,750	Marina over 5 acres
Board of Zoning Appeals		
Appeal to the Board of Zoning Appeals		$600
Variance application to the Board of Zoning Appeals (residential)		$600
Variance application to the Board of Zoning Appeals (non-residential)		$600
Architectural Review Board		
Certificate of Appropriateness		$25

For any applications that require public hearings, applicant is also responsible for the cost of advertising such public hearings

The Zoning Administrator reserves the right to assign fees for items not shown above.

ZONING FEES (cont'd)

Zoning Determinations & Certifications	
Certification of Non-Conforming Use (residential)	$30
Verification of/interpretation of/changes to Non-Conforming Use (Commercial / Industrial)	$30
Zoning Interpretations/ Proffer/ SUP Determinations	$100
Zoning Certification Letter required by banks prior to lending	$65
Zoning Compliance Certification - Signature of Zoning Administrator required on DMV forms (for Motor Vehicle sales, salvage, vehicle removal operator, etc.)	$25
Home Businesses	
Home Occupation	$25
Home Business	$25
Signs	
Sign (new - also requires building permit, possibly electrical permit)	$55.00 + $1.00 per square foot, or $75, whichever is less
Sign (reface - no building or electrical permit needed)	$25.00 + $1.00 per square foot, or $50, whichever is less
Temporary Sign/ Banner	$25 *,**,***
*Fee is waived for a single "Grand Opening" banner for new businesses upon initial start of business	
**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 Profits 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 Zoning Ordinance	
Temporary Sign Deposit	Minimum $50, subject to increase by the Zoning Administrator if previous approvals were violated in any way
Temporary Uses	
Temporary Use Permit	Minimum $25 for small events, $100 for medium-impact events, $500 for large events such as carnivals and circuses
Temporary Use Deposit	Minimum $50 for small events, $500 for medium-impact events, $5,000 for large events such as carnivals and circuses, subject to increase by the Zoning Administrator if previous approvals were violated in any way
Failure to Obtain Zoning Permit	
FAILURE TO OBTAIN ZONING PERMIT	$500 plus cost of Permit

For any applications that require public hearings, applicant is also responsible for the cost of advertising such public

The Zoning Administrator reserves the right to assign fees for items not shown above.