



COMMUNITY DEVELOPMENT PERMIT APPLICATION FEES

Effective July 1, 2017

Community Development Department

(703) 221-3400 extension 146

SITE PLAN REVIEW FEES

Enter Number of Items	Enter Permit Amount	Total Amount	
		\$0	Non-Residential Site Plan, Multi-Family Site Plan and major revisions to an approve Site Plan. \$1,000
		\$0	Single Family & Townhouse Subdivision Plan, Minor non-residential Site Plan, and Grading Plan over 2,500 square feet \$500
		\$0	Plat Review – Subdivision, Easement, Consolidation, or Vacation of: \$350
		\$0	Waiver Request \$300
		\$0	Pre-Submission Meetings – per hour per discipline \$100
		\$0	Subsequent Reviews and Minor Revisions to an approve Plan \$100 per sheet
		\$0	Erosion and Sediment Control Plan Submission \$100
		\$0	Street Cut Permits \$100
		\$0	Land Disturbance Permit Fee (minimum) \$100
		\$0	Land Disturbance Plan Permit Fee (per sheet) \$100

LAND DISTURBANCE /STORM WATER MANAGEMENT PERMIT FEES

See Code of Virginia Administrative Code

Enter Permit Amount	
	Fees for Individual Permit or Coverage - Per (9VAC25-870-820)
	Modification or Transfer of Individual Permit Fees – (9VAC25-870-825)
	State Permit Maintenance Fees - (9VAC25-870-8230)
	Storm Water Management Appeal \$850

OTHER MISCELLANEOUS CHARGES

Enter Number of Items	Enter Permit Amount	Total Amount	
		\$0	Vendors on Public Property {Section 18-877 (d)}
		\$0	Temporary Roadside Food Vendor {Section 42-34-19 (a)}
			\$30
			\$250

LABOR AND EQUIPMENT RATES

Number of Items	Enter Permit Amount	Total Amount	
		\$0	For circumstances requiring immediate attention – Rates will be based upon “On Call” Contractor’s Fees for Service.
			150 per hr.

BUILDINGS, OCCUPANCIES, AND ACCESSORY STRUCTURES

Enter Number of Items	Enter Permit Amount	Total Amount	
		\$0	Zoning Approval for Occupancy (Tenant Occupancy)
		\$0	Zoning Approval Fee for accessory residential structures. (Sheds)
			\$25
			\$25

PLANNING APPLICATIONS

Enter Number of Items	Enter Permit Amount	Total Amount	Application for Rezoning		
		\$0	a.	Fee Per Acre	\$3,000
		\$0		Fee per every i. additional acre thereof	\$1,000
		\$0		Fee for 6 or more ii. acres – base fees plus	\$6,250
		\$0	b.	Plus additional fee per acre based upon desired zoning district	
		\$0		i. PMUD and Residential	\$175
		\$0		ii. B-1	\$150
		\$0		iii. B-2	\$125
		\$0		iv. FB/O-1	\$175
		\$0		v. SP-1 and M-1	\$200
		\$0	Zoning Text Amendment (per test amendment)		
		\$0			\$1,000

CONDITIONAL USE PERMITS (CUP)

Enter Number of Items	Enter Permit Amount	Total Amount	Conditional Use Permits (CUP)			
		\$0	Conditional Use Permit (Residential Household Uses)			
		\$0	Conditional Use Permit - non-residential (see chart attached for use category)			
		\$0	i.	Category "A"	\$1,000	
		\$0	ii.	Category "B"	\$1,400	
		\$0	iii.	Category "C"	\$2,000	
		\$0	iv.	Category "D"	\$6,000	

APPEALS/BZA APPLICATIONS

Enter Number of Items	Enter Permit Amount	Total Amount	
		\$0	Appeal to Maintenance Code Board of Appeals \$850
		\$0	Appeal to the Board of Zoning Appeals (residential and non-residential) \$850
		\$0	Appeal to the Town Council \$850

ARCHITECTURAL REVIEW BOARD

Enter Number of Items	Enter Permit Amount	Total Amount	
		\$0	Certificate of Appropriateness \$25

ZONING DETERMINATIONS AND CERTIFICATIONS

Enter Number of Items	Enter Permit Amount	Total Amount	
		\$0	Certificate of Non-Conforming Use (residential) \$65
		\$0	Verification of/interpretation of or changes to a Non-Conforming Use (Commercial and Industrial) \$100
		\$0	Zoning Interpretations/Proffer/SUP Determinations \$100
		\$0	Zoning Certification Letter required by banks prior to lending \$65
		\$0	Zoning Compliance Certification – Signature of Zoning Administrator required on DMV forms for (Motor Vehicles Sales, Salvage, Vehicle Removal Operator, etc.) \$25

HOME BUSINESSES

Enter Number of Items	Enter Permit Amount	Total Amount
	\$100	\$0
Home Occupation Permit Fee		\$100

SIGN PERMITS

Enter Length	Enter Width	Amount or Override
		Sign Permit (new) – also requires Building Permit \$55 + \$1 per square foot, or \$75 whichever is less
		Sign (Re-facing) – No Building Permit Required \$25 + \$1 per square foot or \$50 whichever is less

Enter Number of Items	Enter Permit Amount	Total Amount
		\$0
30 Day Temporary Sign Banner		
N/A		N/A
*- Fee is waived for a single "Grand Opening" Banner for new businesses upon initial start of business (permit is required)		
N/A		N/A
**- 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.		
N/A		N/A
***- 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.		
N/A		N/A
* ** & *** In these instances, a permit is still required and sign still must conform to the Zoning Ordinance.		
Temporary Sign Deposit Fee		\$0
		\$25, **, **, ** , ***
		\$50

TEMPORARY USES

Enter Number of Items	Enter Permit Amount	Total Amount
		\$0
		\$0
		\$0

Temporary Use Permit

i.	Minimum fee for small events	\$50
ii.	Fee for Medium-impact events	\$150
iii.	Fee for Large events such as Carnivals or Circuses – subject to increase by Zoning Administrator if previous approvals were violated in any way.	\$500

Temporary Use Deposit

i.	Minimum fee for small events	\$100
ii.	Fee for Medium-impact events	\$500
iii.	Fee for Large events such as Carnivals or Circuses – subject to increase by Zoning Administrator if previous approvals were violated in any way.	\$5,000

FAILURE TO OBTAIN ZONING PERMIT

Enter Permit Cost	Enter \$500	Total Amount
		\$0
Failure to obtain a Zoning Permit		\$500 plus permit costs

Total Permit Cost \$0