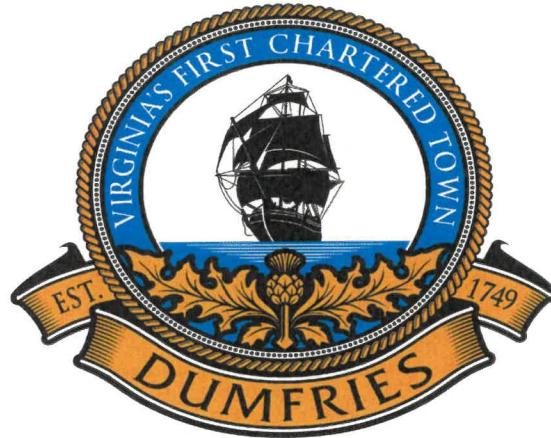


Town of Dumfries Council Meeting Packet



Derrick R. Wood, Mayor
Monaé S. Nickerson, Vice Mayor
Tyrone Brown, Councilmember
Shaun Peet, Councilmember
Selonia B. Miles, Councilmember
Cydny A. Neville, Councilmember
Brian K. Fields, Councilmember

Keith C. Rogers, Jr., Town Manager
Sharon E. Pandak, Town Attorney
Tangi R. Hill, Town Clerk

April 5, 2022



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 5, 2022 AT 7:00 PM COUNCIL CHAMBERS

- I. Call to Order and Roll Call
- II. Invocation - Rev. Dr. Alfred Jones Jr., Pastor of Mount Zion Baptist Church in Triangle, Virginia
- III. Pledge of Allegiance
- IV. Adoption of Agenda
- V. Approval of Minutes
 - A. Dumfries Town Council Meeting Minutes - March 15, 2022
- VI. Citizen Comment Period
- VII. Mayor and Council Comments
- VIII. Reports and Presentations
 - A. NRVC Report and Mental Health Update/Claude Moore Foundation - Councilwoman Cydney Neville
 - B. FY23 Fiscal Plan Presentation - Town Manager Keith Rogers, Jr.
- IX. Introduction Items
 - A. Consideration of an Ordinance to Amend Town Code to Allow for Abatement of Real Estate Taxes (Public Hearing Date: April 26, 2022)
 - B. Consideration of a Resolution to Approve Abatement of First Half 2022 Real Estate Tax Billing (Public Hearing Date: April 26, 2022)
 - C. Consideration of an Ordinance to Appropriate Funds for Fiscal Year 2023 in the Amount of \$7,200,698 (Public Hearing Date: April 26, 2022)
 - D. Consideration of an Ordinance to Adopt Town Fee Schedule (Public Hearing Date: April 26, 2022)

E. Consideration of a Resolution to Adopt FY23-27 Capital Improvement Plan
(Public Hearing Date: April 26, 2022)

X. Adjournment

**DUMFRIES TOWN COUNCIL
MEETING MINUTES
TUESDAY, MARCH 15, 2022**

MEETING HELD VIRTUALLY VIA ZOOM AND THE TOWN'S YOUTUBE CHANNEL

A video recording of this meeting is available on the Town's YouTube Channel:
<https://www.youtube.com/watch?v=IOkR-TLgLmc>

I. Call to Order and Roll Call

At 7:00 PM, Mayor Wood called the meeting to order. The following members were recorded as present: Brown, Fields, Miles, Peet, Nickerson, and Wood; Councilman Peet attended virtually due to health safety reasons. Councilwoman Neville was absent.

II. Moment of Prayer & Pledge of Allegiance

A moment of silent prayer was followed by the Pledge of Allegiance.

III. Adoption of the Agenda

On a motion made by Vice Mayor Nickerson, seconded by Councilwoman Miles, to adopt the agenda as presented. Vote 6-0 (Yes: Brown, Fields, Miles, Nickerson, Peet, and Wood; No: N/A)

IV. Approval of the Minutes

On a motion made by Councilwoman Miles, seconded by Councilman Brown to approve the March 1, 2022 Town of Dumfries Council meeting minutes. Vote 6-0 (Yes: Brown, Fields, Miles, Nickerson, Peet, and Wood; No: N/A)

V. Citizen Comment Period

VI. Reports and Presentations

Retail Strategies Presentation – Retail Strategies Group

Retail Strategies Group presented an update on their partnership with the Town of Dumfries regarding retail recruitment.

Town Manager's Report – Town Manager Keith Rogers, Jr.

Town Manager Rogers presented his report and answered questions of Council.

VII. Action Items (Public Hearing)

Public Hearing – Consideration of Ordinance to Approve Conditional Use Permit Application, CUP2022-002, Filed by Pooch Purrfect Pet Spa

Following the public hearing, on a motion made by Councilwoman Miles, seconded by Vice Mayor Nickerson, to adopt the Ordinance to Approve Conditional Use Application, CUP2021-002, Filed by Pooch Purrfect Pet Spa. Vote 5-1 (Yes: Brown, Fields, Miles, Nickerson, and Wood; No: Peet)

VIII. Adjournment

Mayor Wood adjourned the meeting at 7:59 PM.



NVRC Update


To: Town Citizens, Mayor and Town Council members

From: Councilwoman Cydney A. Neville, MAEd

The NVRC is a regional council of thirteen member local governments in the Northern Virginia suburbs of Washington DC, representing 2.5 million residents, and I am proud to represent the Town of Dumfries as Chairwoman of the Northern Virginia Regional Commission. Below are a few highlights I'd like to share:

- Northern Virginia Region Launches Aid Program for Refugees from Ukraine. The Town of Dumfries is serving as a donation location through April 18th. We are collecting new/gently used coats, blankets, socks, and gloves for refugees from Ukraine who have had to abandon their home due to the Russian invasion of their country. Learn more [here](#).
- The Northern Virginia Regional Commission is working with Virginia State University and Norfolk State University to build a presence for HBCUs in the Northern Virginia Region. [Here](#) is a link to the latest press release on the initiative.
- Solarize NoVA launched April 1st! Solarize Virginia is a community-based outreach initiative that reduces the cost and complexity of going solar by providing a one-stop shop for education and installation. Managed by the [Local Energy Alliance Program \(LEAP\)](#), we offer discounted prices and vetted installers through a competitive bidding process, and provide ongoing customer support and education to make the experience as streamlined as possible. www.solarizenova.org
- [Northern Virginia Named 2022 Great American Defense Community!](#)
- Please see the presentations attached to this update, as they shed a light on Mental Health in our region.

Respectfully submitted,
Councilwoman Neville, Town of Dumfries
Chairwoman of the Northern Virginia Regional Commission





finding our way back to **MENTAL HEALTH**

The need for accessible, affordable treatment
in the midst of collective trauma

A Shape of the Region™ Special Report

cfnova.org/mental-health-report

finding our way back to
MENTAL HEALTH



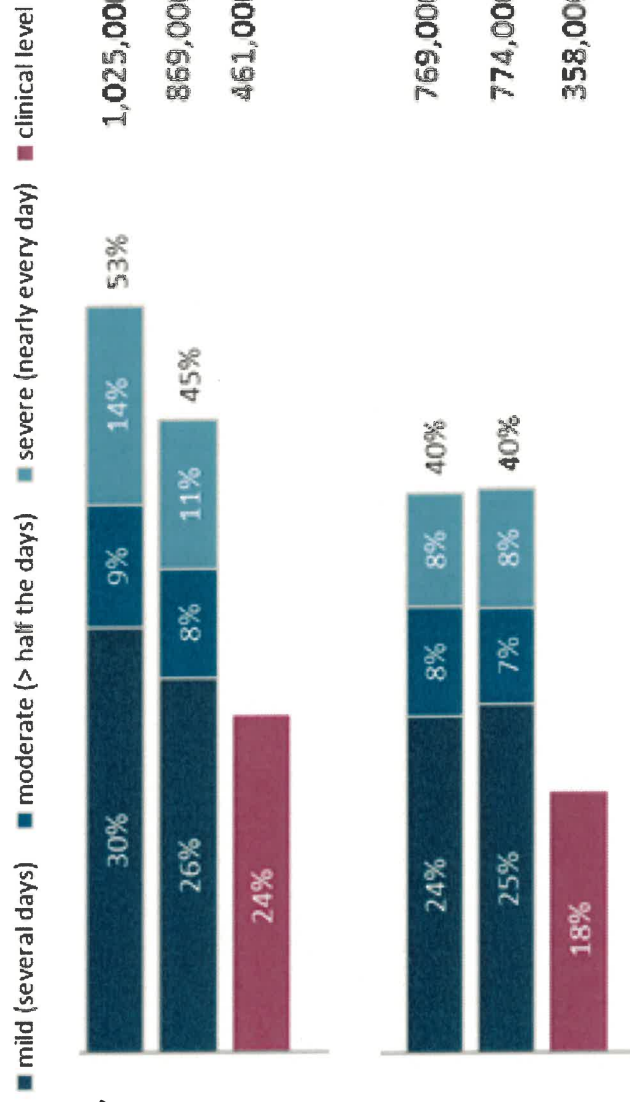
- Launched in 2020 as hub for well-researched, actionable data and analysis to help the region better understand its greatest opportunities and challenges
- Focus on Inclusive Prosperity, the expectation that every resident—regardless of gender, race-ethnicity, income, or family structure—can thrive in Northern Virginia
- **One of my goals is to augment what we know about our community from stories and personal experience with hard data—to quantify need**

finding our way back to MENTAL HEALTH

What does this mean?

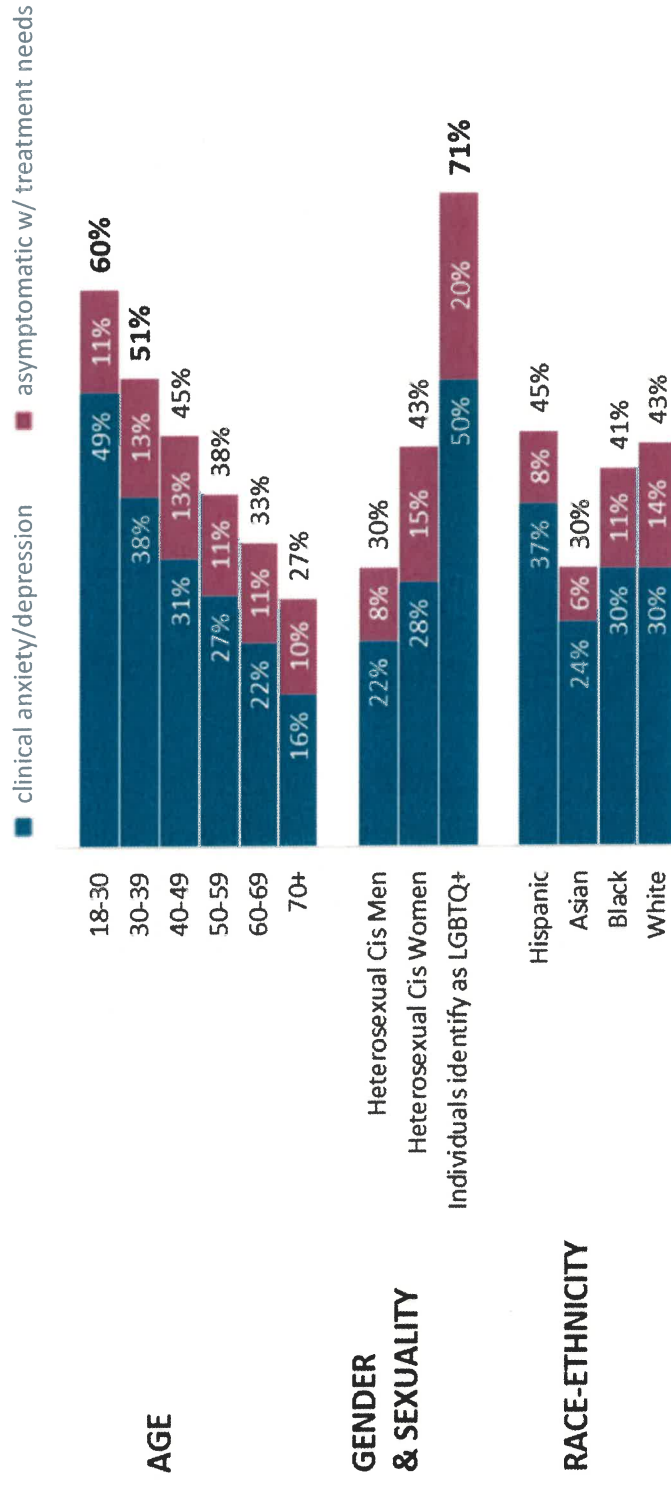
TENSION nervous, anxious, "on edge"
 + **WORRY** excessive, uncontrollable
 = **ANXIETY**

ANHEDONIA loss of interest or pleasure
 + **SADNESS** feeling down, hopeless
 = **DEPRESSION**



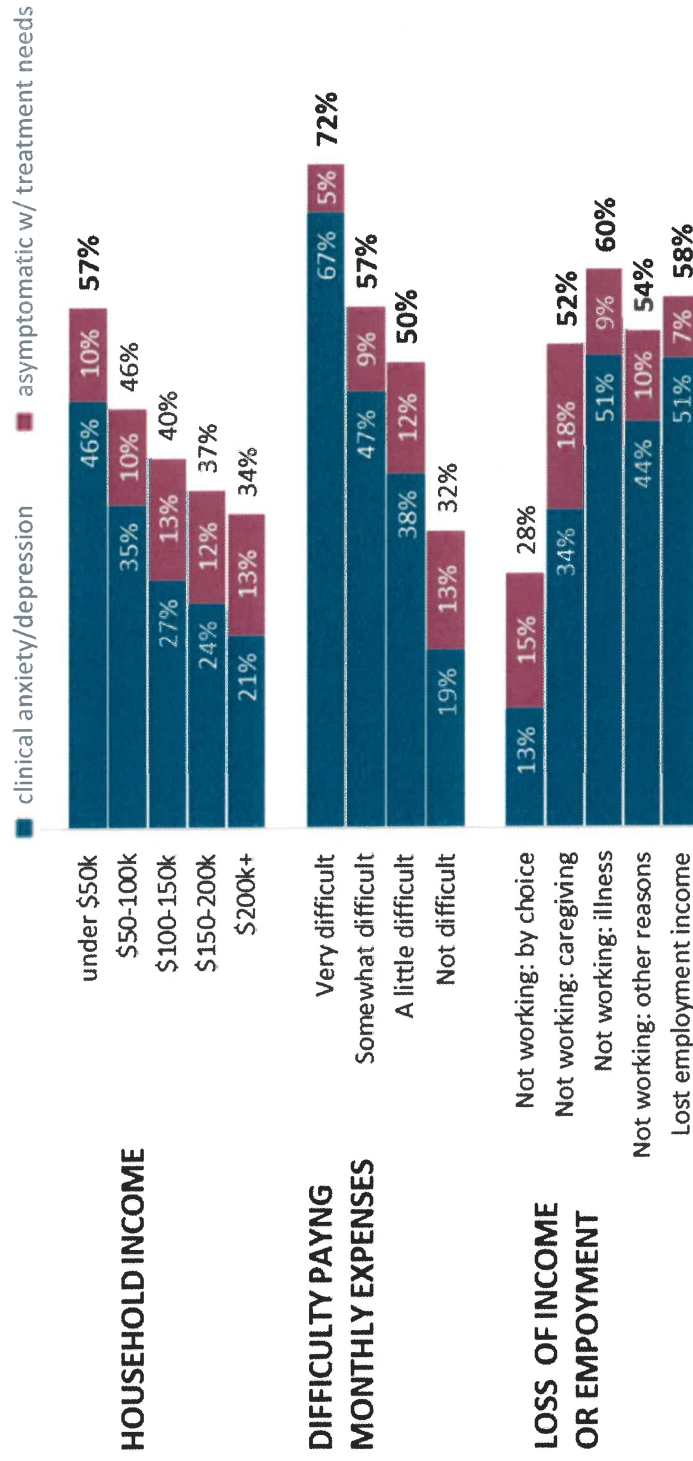
finding our way back to MENTAL HEALTH

Certain demographic groups in our region have especially high rates of anxiety/depression and/or service needs



finding our way back to MENTAL HEALTH

Certain economic factors are also linked to high rates of anxiety/depression and/or service needs

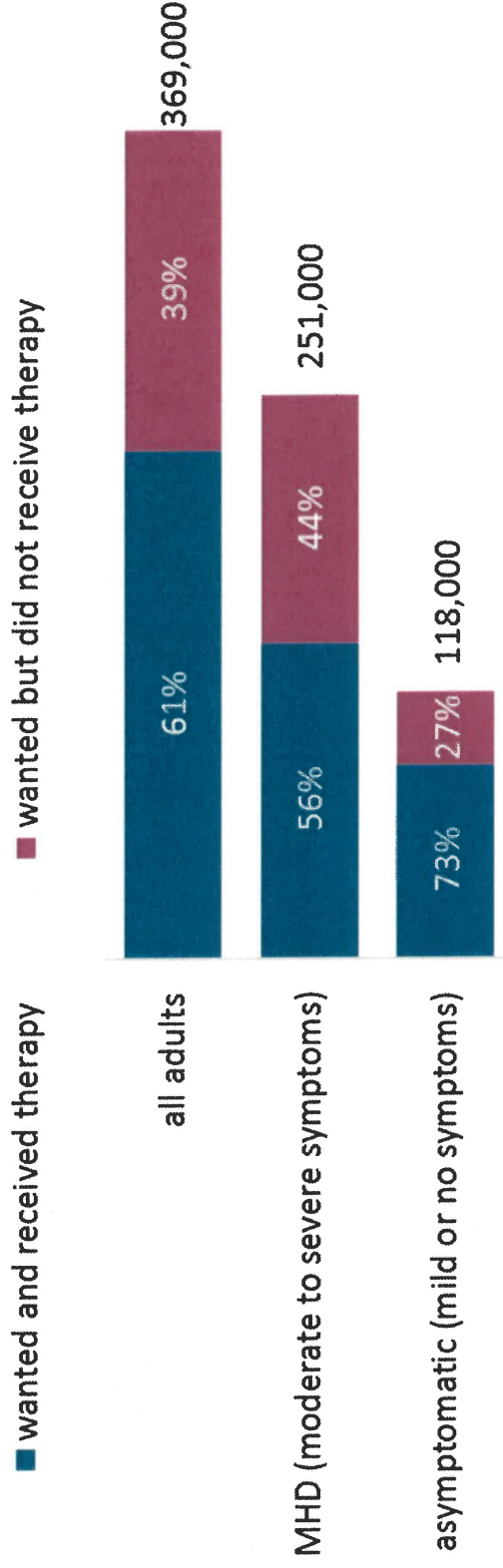


Read our full report at cfhova.org/mental-health-report

finding our way back to

MENTAL HEALTH

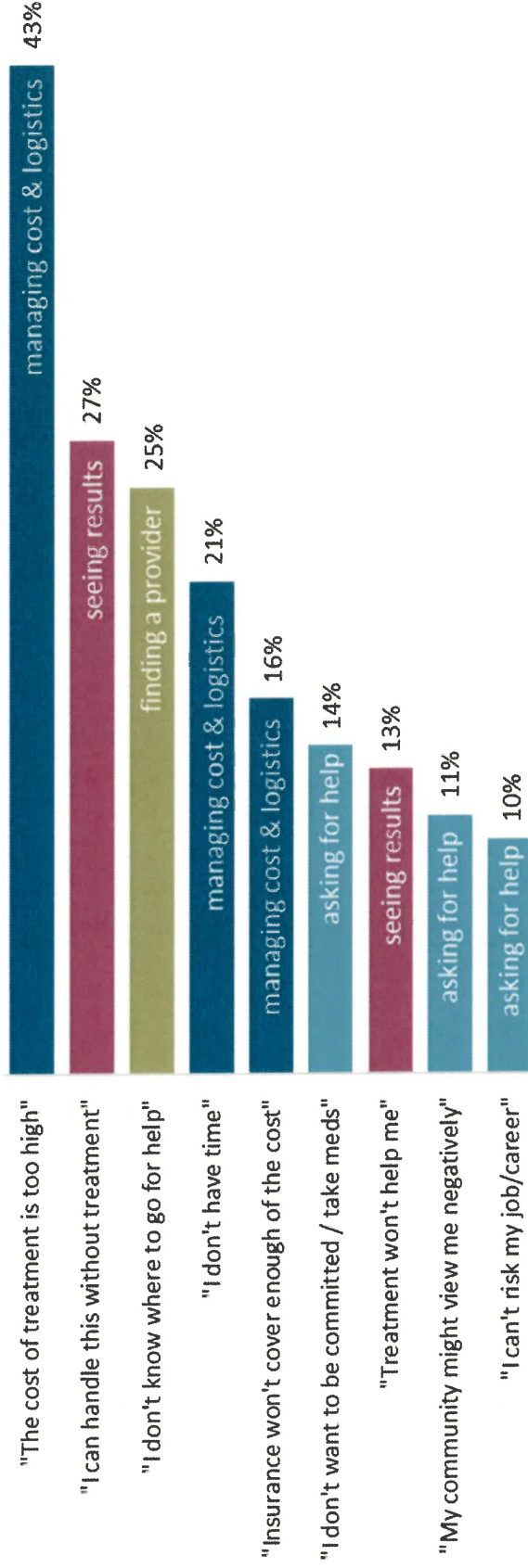
370,000 adults in Northern Virginia want therapy...
and 40% have not been able to get it



finding our way back to MENTAL HEALTH

Why? Our report examines the relevance of four national barriers to receiving treatment in Northern Virginia...

(1) asking for help ... (2) finding a provider... (3) managing cost and logistics... (4) seeing results



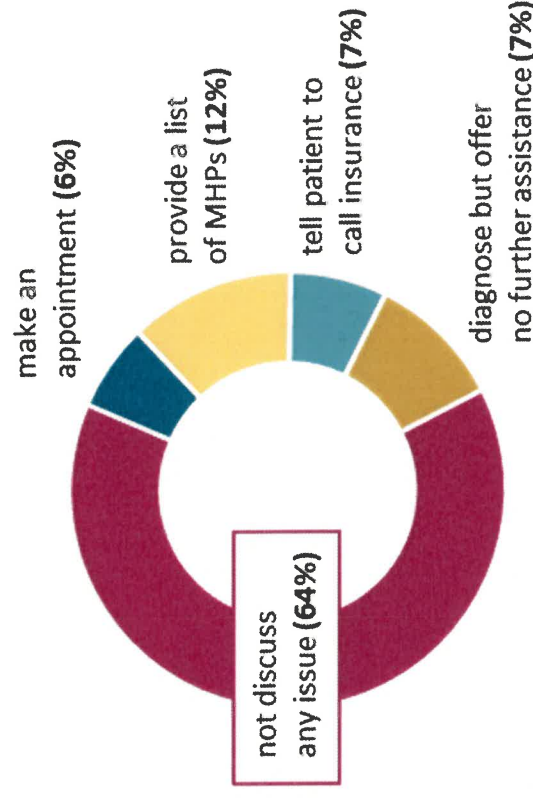
finding our way back to MENTAL HEALTH

Barrier 1: People struggle to ask for help

Stigma... risk of losing your license... rationalization...
not knowing whether things are “bad enough” to get help...

- Many factors can prevent individuals from seeking treatment
- Those unable or unwilling to label their symptoms may seek out a wayfinder:
 - Religious leader
 - Confidential resource center / helpline
 - Primary care physician (PCP)
 - Personal confidant
- Wayfinders can provide support but may lack the training needed to adequately screen and refer individuals to the right resources.

When a new patient presents with depression, primary care physicians tend to...



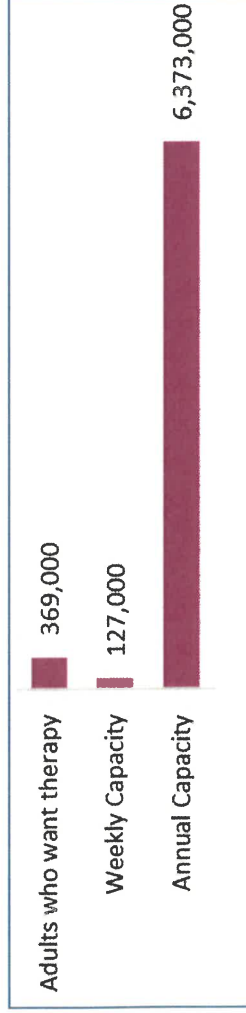
Source: Kravitz et al, 2006

Read our full report at cfmova.org/mental-health-report

finding our way back to MENTAL HEALTH

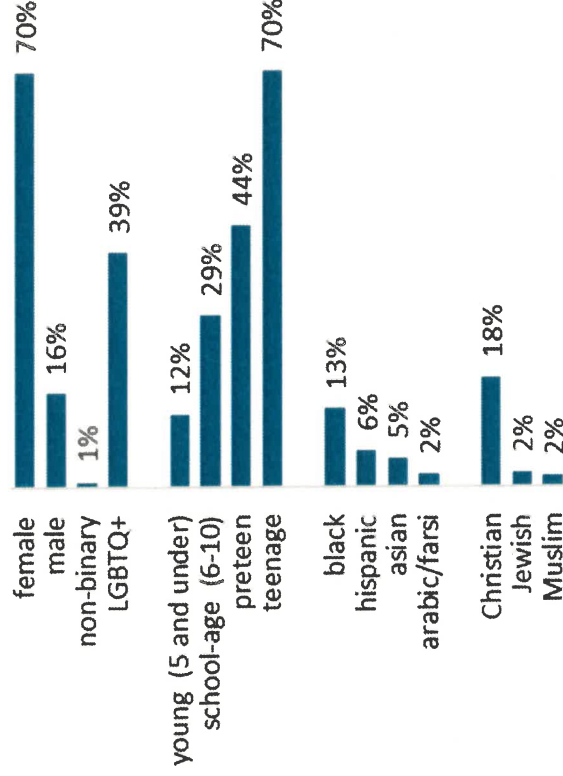
Barrier 2: People struggle to find a provider

Northern Virginia is home to 5,100 licensed mental health providers, including 4,800 trained to provide therapy and 350 also trained to prescribe. Those who specifically provide therapy could offer 127,000 therapy sessions per week (a third of the current need) and 6.4 million sessions over a year.



Finding a therapist is not just a matter of locating one accepting new patients; there is also a question of “fit” that includes the therapist’s experience treating specific conditions and types of patients.

% of therapists in NOVA who identify as / focus on client who are ...



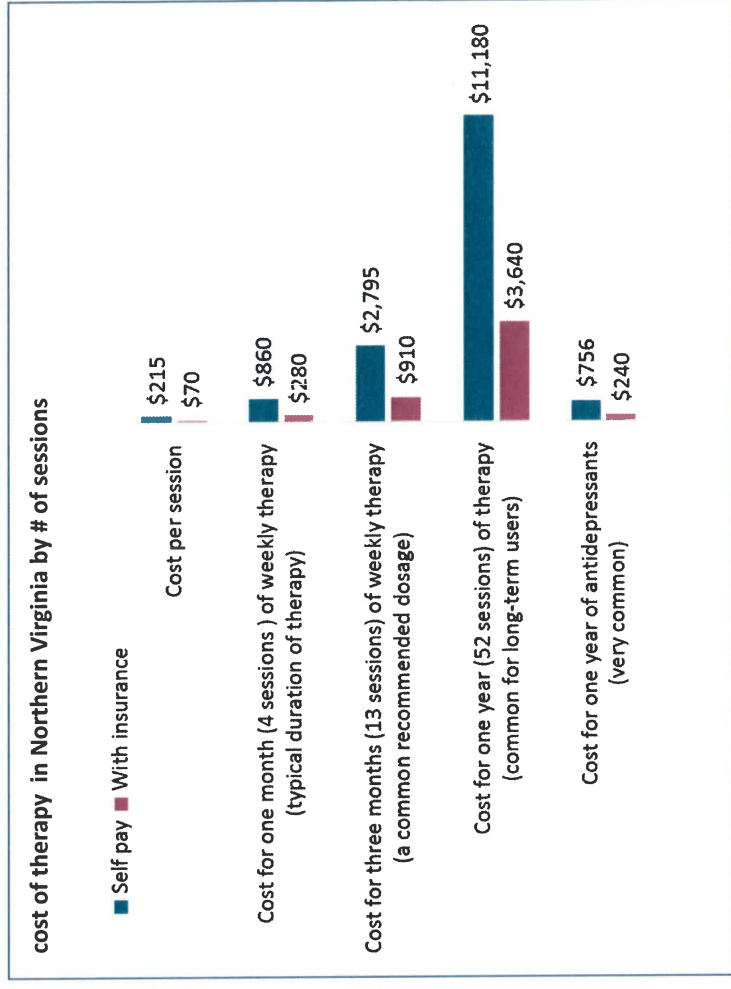
finding our way back to MENTAL HEALTH

Barrier 3: People struggle to manage the cost / logistics

43 percent of adults in the U.S. with unmet mental health treatment needs cite **COST** as the reason they have not gotten help

In Northern Virginia, the estimated cost for one 45-minute session of talk therapy is \$70 with insurance and \$215 through self-pay.

Half of therapists in Northern Virginia do not accept any form of insurance.



finding our way back to MENTAL HEALTH

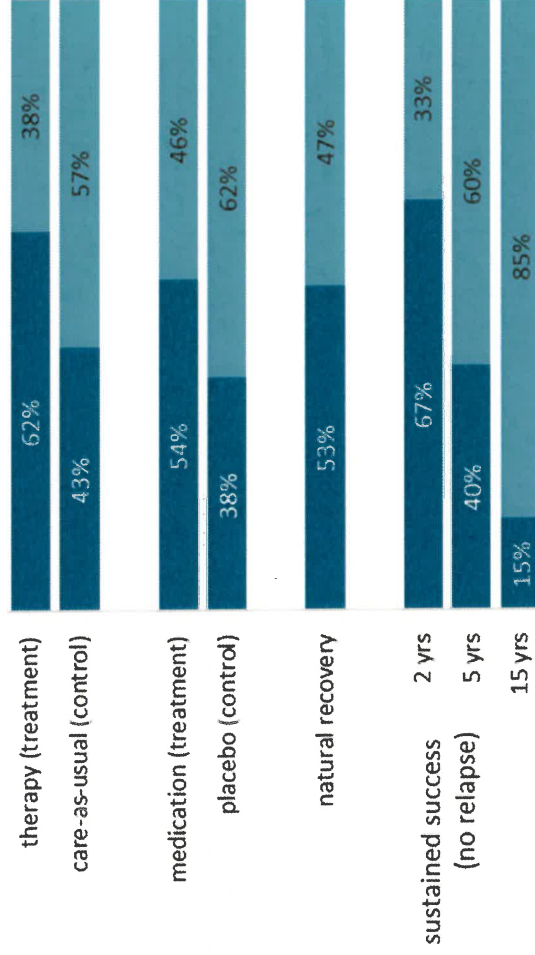
Barrier 4: People struggle to see results

Many people do not seek out treatment due to underlying skepticism about its effectiveness, that is, the temporary reduction in symptoms.

Therapy and/or medication work, but their effectiveness depends heavily on treatment compatibility, patient adherence, and provider adequacy. When these prerequisites are not in place, many will struggle to see symptoms improve; others are likely to recover without any intervention at all.

clinical and real-world outcomes for individuals with major depression (MDD)

■ Symptom reduction ■ No change





How do we respond as a community?

1. Recognize, nurture, and expand the pool of mental health wayfinders
2. Explore innovative solutions to matching our supply of mental health professionals to current demand
3. Lower the cost of therapy
4. Deliver *better, more responsive services*, not just more/cheaper

SCHEDULE FOR WELLNESS WEEK

MONDAY

VRS – ALL DAY (1 HOUR PRESENTATION FOR EACH PHASE – PLAN 1, PLAN 2, AND HYBRID)

Panera breakfast

9:00 a.m. – Plan 1

10:00 a.m. – Plan 2

11:00 a.m. – Hybrid

12:30 – 1:30 lunch

-LUNCH (PANERA BREAD)

? p.m. – Plan 2 – PD Only

TUESDAY

AFLAC

NATIONWIDE

(HEALTHY SNACK OPTIONS – WATER & GRANOLA BARS/HEALTHY SNACKS/GLUTEN FREE)

WEDNESDAY

LIBERTY NATIONAL

PRINCE WILLIAM COUNTY CREDIT UNION

(HEALTHY SNACK OPTIONS – WATER & GRANOLA BARS/HEALTHY SNACKS/GLUTEN FREE)

THURSDAY

- FUN (YOGA & MEDITATION)
- (HEALTHY SNACK OPTIONS – WATER & GRANOLA BARS/HEALTHY SNACKS/GLUTEN FREE)

? FREE FOR ALL

WELLNESS CHECK

CHIROPRACTOR

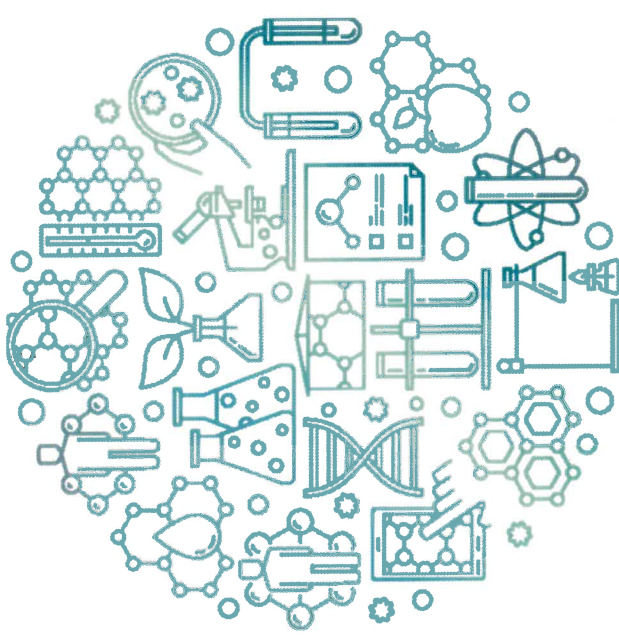
NUTRITION & HEALTHY EATING

FRIDAY

NOTHING OFFERED

Claude Moore

CHARITABLE FOUNDATION



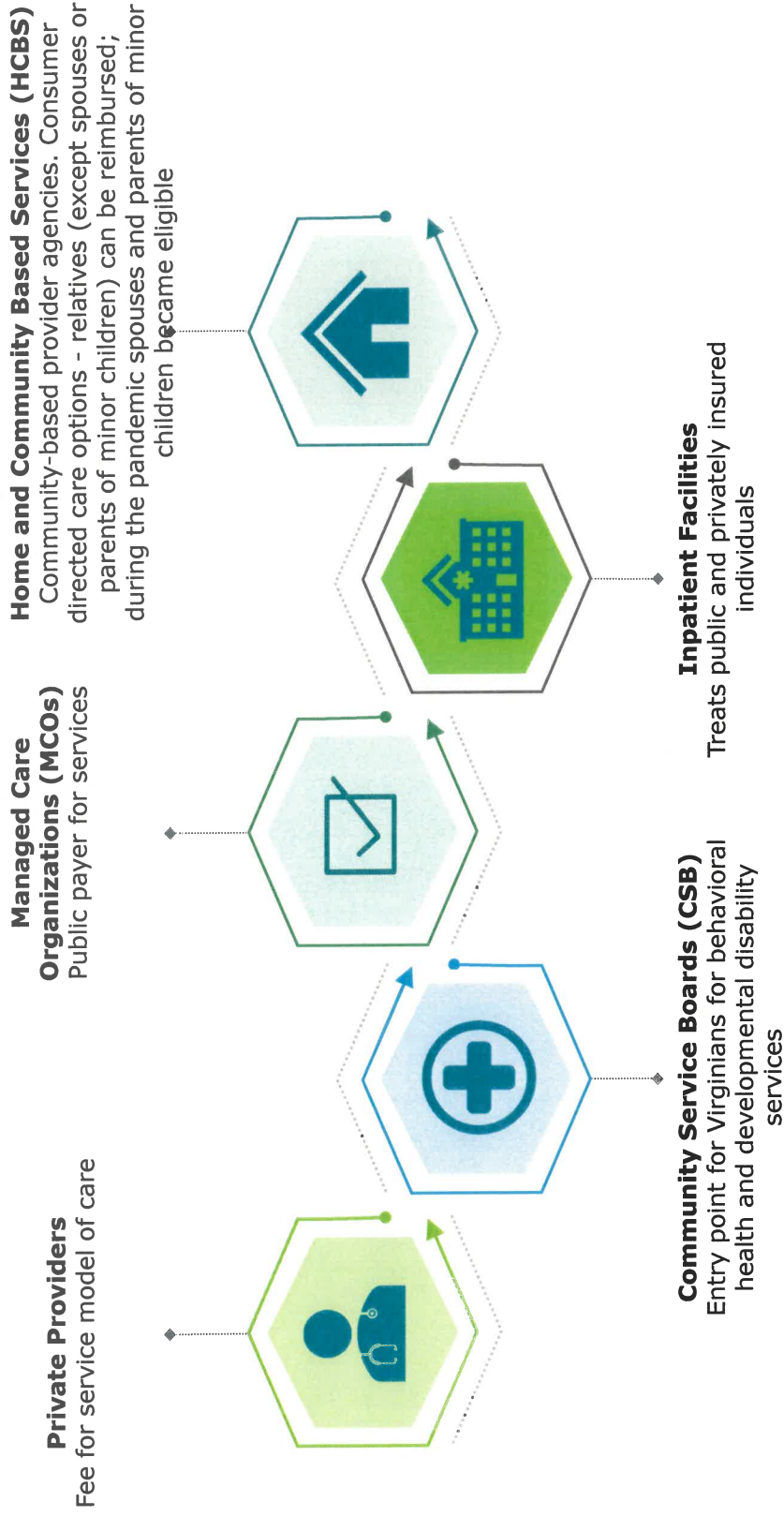
Strategic Investment Options for Virginia’s Behavioral Health and Developmental Services Workforce

VA DBHDS Strategic Options Report



Service Delivery in Virginia

There are multiple avenues for receiving and reimbursing for behavioral health and ID/DD services



There are multiple needs across Virginia

Demand is continuing to increase for services and supports

DRAFT: Working Document



Behavioral Health

- 1,115,000 adults have a **mental illness**¹
- 193 BH providers per 100,000 people
- **1,176 licensed providers** across 8,133 facilities across VA
- VA operates 10 mental health hospitals that are **nearing or exceeding** patient capacity

41% of adults reported symptoms of anxiety and/or depressive disorder, compared to 11% before the pandemic³



ID/DD

- Approx. 80,104 adults have ID/DD²
- 6,571 individuals waiting for ID/DD **waiver services**

ID/DD individuals were 2.5x more likely to contract COVID-19, 2.7x more likely to be hospitalized and 5.9x more fatalities⁴



Substance Use Disorder (SUD)

- Approx. **470,000 adults** have a SUD
- 13,390 **visits** to the ED were SUD-related in 2018
- 42.1 per 10,000 ED visits in 2018 were SUD-related.

The number of overdose deaths increased 18.2% nationwide during the COVID-19 pandemic

¹ With any mental illness including mental, behavioral, and emotional disorders

² Based on the national average of 1.5% of adults in the nation with ID/DD

³ 41% reported symptoms in January 2021 compared to 11% between January-June 2019

Despite the increasing need for services, the workforce is waning nationwide

The need for care continues to rise, and as the COVID-19 pandemic pushed an already fragile system into crises, there continue to be significant challenges to recruit and retain the workforce

The U.S. Health Resources and Services Administration (HRSA) projects that demand for services will continue to outpace the supply of providers by 2030



Rising Need For Service

The need for services and supports is increasing and is projected to continue increasing in the coming decades.



Cost of Quality

Administrative activities that are meant to ensure or improve quality can be incredibly burdensome, sometimes disincentivizing the provision of certain services and/or the expansion of services provided.



Compassion Fatigue

Compassion fatigue is a phenomenon that affects healthcare providers across disciplines and is associated with psychological disruptions, emotional exhaustion, impaired interpersonal functioning, and physiological problems and can contribute to turnover. 55% of frontline healthcare workers reporting burn out nationally.

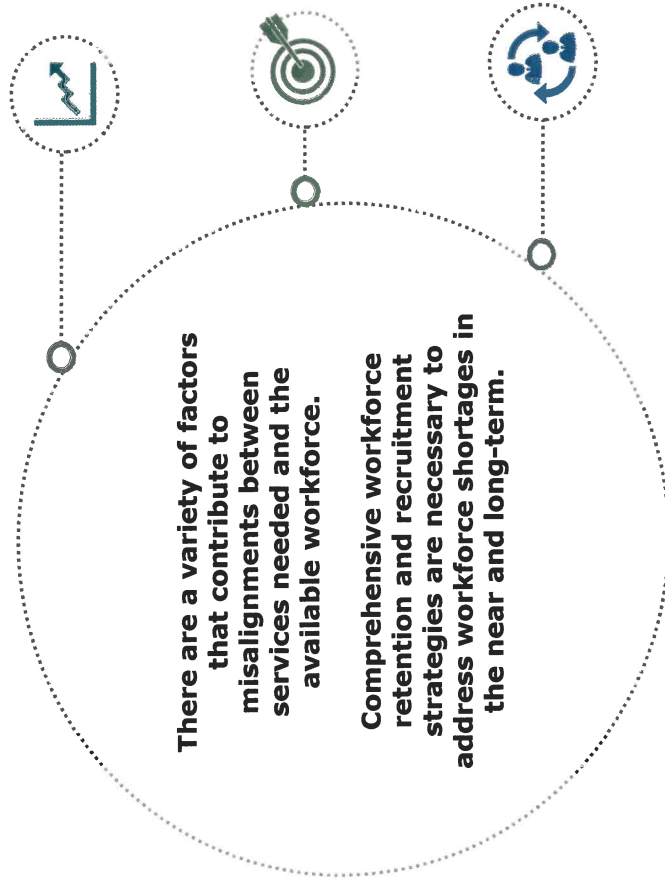


High Turnover Rates

574,200 new DSPs need to be hired nationwide every year to account for losses in the workforce.

VA DBHDS Goals

While demand for services increase, there are significant challenges in recruiting and retaining members of the workforce. The following principles guide DBHDS in the development of potential solutions to address the workforce challenges the Commonwealth is facing:



Immediate Intervention

There is a rising need for individuals who can provide services due to high levels of staff vacancies, challenges recruiting community services professionals and low retention. Steps to begin addressing Virginia's workforce challenges can be taken immediately.

Long-Term Transformational Change

The issues facing the Commonwealth are systemic and multifaceted, making long-term transformational change critical. Strategically planning and creating a blueprint for addressing workforce development is key to fostering long-term change.

Diversity, Equity, and Inclusion

Increasing diversity through educational pipeline programs and career opportunities is a priority for DBHDS and key to ensuring that the workforce reflects the communities they serve. Ensuring services are delivered equitably throughout the Commonwealth is also a priority.

Key Themes

Our strategic options seek to address the following 5 themes from the VA DBHDS Visioning Session on September 15, 2021, which have been amplified in our various stakeholder interviews:

Visioning Session Themes		
Working Conditions <i>Improving working conditions to support the workforce and recruit new professionals</i>	Role Alignment <i>Aligning provider roles with expectations and educational experience</i>	Agency Alignment <i>Promoting agency alignment in workforce efforts</i>
<ul style="list-style-type: none"> • Wages and benefits • Safety of work environments • Incorporate evidence-based practices to attract providers while balancing flexibility for professional judgment • Administrative burden 	<ul style="list-style-type: none"> • Misalignment in education provided vs. reality • Differences between what is required for licensing and what is actually needed in the community • Scope of practice limitations on what services certain practitioners can provide patients 	<ul style="list-style-type: none"> • Alignment within and across agencies on goals, priorities and responsibilities for workforce efforts • Coordinating structure for accountability • Proof of concept initiatives utilizing federal funds for long-term efforts
Career Incentives <i>Incentives to address labor shortages and retention</i>	Pipeline <i>Providing education to build career interest</i>	
<ul style="list-style-type: none"> • Better pay to attract licensed and non-licensed healthcare workers • Loan repayment program • Career ladders and advancement 	<ul style="list-style-type: none"> • The Health Sciences Highway can be a vital resource for improving the workforce pipeline • Diversity, Equity and Inclusion (DEI) • Utilize grant and one-time funding opportunities to ensure that there are roles available for the jobs that don't exist yet 	

Areas of Opportunity for Investment

We have identified 5 areas of opportunity for BDHDS to invest in its workforce. They include:



Strategic Options Summary

Options	DBHDS Role	Impact Of Solution	Suggested Prioritization
Option 1: Professionalization of the Direct Service Professional (DSP) Workforce	Lead	Creates career pathways to support growth within the profession	High
Option 2: Leverage Medicaid's Administrative Match to Advance Workforce Development and Training Efforts	Lead	Creates collaboration and coordination across DBHDS and DMAS in applying for funds	High
Option 3: Modernize treatment approaches to align with evidence-based practices (EBP) while allowing for professional judgment	Lead	Promotes use of learned higher quality service and techniques creating improved retention and recruitment, balanced with flexibility to apply professional judgment	Medium
Option 4: Undertake a 10-Year Strategic Planning Effort	Lead	Enables consistent visions, goals, and priorities for the agency	High
Option 5: Develop Analytics Capability to Monitor Workforce Capacity	Lead	Informs decision making on policy and programmatic efforts	Medium
Option 6: Create a Cross-Agency Entity or Structure That is Accountable for BH & ID/DD Workforce Development	Support	Promotes agency alignment across agencies and ensures commitments are fulfilled	High
Option 7: Conduct a Cross-Agency Review of Licensing Administrative Requirements and Regulations	Support	Alleviate administrative burden and reduce licensing requirements that create barriers to entry for new professionals	High
Option 8: Improve Wages & Benefits of BH & ID/DD workforce	Support	Demonstrates the value of the roles	High
Option 9: Development of a Health Workforce Council	Support	Creates stakeholder engagement and provides a holistic workforce perspective	Medium
Option 10: Implementation Plan for Strategic Options	Lead	Creates a blueprint for how to move forward with next steps	High

DRAFT: Working Document

Option 1: Professionalization of the Direct Service Professional (DSP) Workforce

Description: There are extremely high turnover rates among DSPs, resulting in staff vacancies, increased organizational costs, and adverse impacts to the quality of care delivered. There is not a path for advancement within direct patient care and it is a career that can be undervalued and is severely underpaid despite the integral role they have in caring for some of the most vulnerable populations.

Professionalizing the DSP workforce via credentialing would create career ladders and pathways that would enable individuals to advance their career within the profession without leaving direct patient care. Standardized DSP credentials could be portable across facilities, reducing training costs for organizations. Moreover, creating salary structures that align with credential levels would not only incentivize professional growth, but also create a sense of feeling valued for the important work that DSPs do.

Key Components

- Career ladders in direct patient care
- Portable credentialing
- Standardized DSP education and credentials across the Commonwealth



Benefits

- ✓ DSP workforce feeling valued, respected
- ✓ Increase job satisfaction
- ✓ Increase retention
- ✓ Create and incentivize career growth opportunities in direct patient care



Primary Stakeholders

- ✓ DBHDS leadership
- ✓ DMAS – potential federal matching
- ✓ Dept. of Health Professions (DHP)
- ✓ Providers (public and private)

Considerations

- Funding (Potential source: Medicaid administrative match)
- Most appropriate type of education and process for credentialing
- Credentialing body, multiple options already exist
- Process and requirements for maintaining DSP credentials
- Salary structures for DSP levels
- Deemed status for licensure



Opportunity Area

- ✓ Educational Opportunities
- ✓ Regulatory & Licensing
- ✓ Diversity, Equity, & Inclusion (DEI)
- ✓ Payment & Working Conditions

Option 3: Modernize Treatment Approaches to Align with Evidence-Based Practices (EBP)

Description: Many of the treatment approaches in DBHDS facilities do not align with evidence-based practices, further exacerbating recruitment challenges and retention of clinical staff. To effectively modernize clinical practices there must be adequate staffing and resources to support facilities and workforce initiatives.

Related activities could include:

- Creating a model for EBP that maintains quality and is flexible to allow for professional judgement
- Developing strategic communication and training for staff who have not practiced EBP

Key Components

- Adequate resources and financing
- Maintaining flexibility in EBP to allow for professional judgement



Benefits

- ✓ Increase retention of staff
- ✓ Improve recruitment pipeline, especially new entrants to workforce who are seeking facilities that practice EBP
- ✓ Improve quality of care



Primary Stakeholders

- ✓ DBHDS
- ✓ DMAS
- ✓ DHP
- ✓ Providers (public and private)



Opportunity Area

- ✓ Educational Opportunities
- ✓ Diversity, Equity, & Inclusion (DEI)
- ✓ Payment & Working Conditions

Considerations

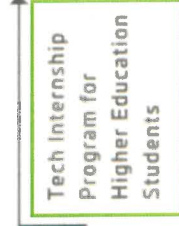
- Implementation of EBP without increasing administrative burden
- Prioritization of EBPs to implement



TECH-TALENT PIPELINE

Program Design: Amazon Tech Talent Pipeline

The overall program includes five components: (1) a K-12 tech-talent pipeline initiative; (2) a community college program; (3) bachelor's-level education; (4) master's-level education; and (5) a tech internship program for higher education students.



Indicates particularly relevant to CMS program



This investment will enable the Commonwealth to provide ongoing professional development to current and future teachers; create, curate, and disseminate high-quality curriculum and resources; support summer and after-school programming for students; and facilitate meaningful career exposure and work-based learning opportunities in high-demand fields



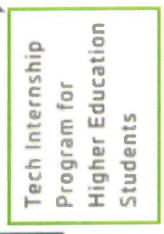
State leaders will collaborate with the Virginia Community College System (VCCS) and community college leaders to craft performance-based community college tech talent programs that will complement the bachelor's- and master's level tech-talent education programs



Performance-based tech-talent investment fund through which 7 higher education institutions across Virginia can receive startup funds for faculty recruitment, state capital investment (where required), and enrollment funding necessary to expand the number of bachelor's degrees they confer annually in computer science and closely related fields (e.g., computer engineering)

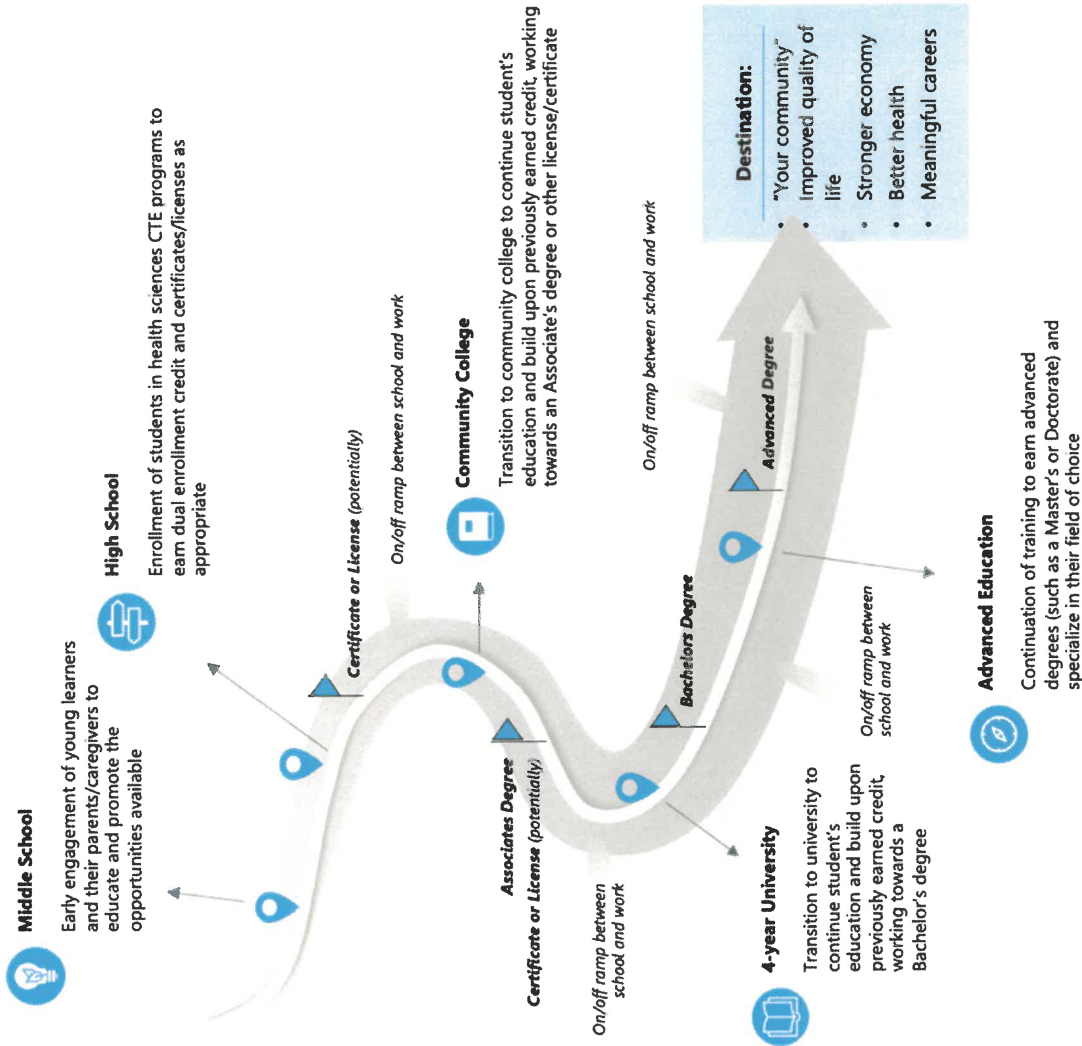


These performance-based, master's-degree-level investments will be provided on a dollar-for-dollar matching basis for philanthropic funds raised by George Mason University for its Arlington campus and Virginia Tech University for a new graduate-level Innovation Campus expected to be located in Alexandria



The State Council of Higher Education for Virginia (SCHEV) will develop a higher education program to ensure that all students in baccalaureate programs in computer science and related fields have access to high-quality work-based learning, such as internships, apprenticeships, research experiences, and cooperative education programs

Proposed Solution: Health Sciences Highway to Support Economic Development



The health sciences workforce highway enables **continuous learning**, beginning with early engagement in middle school and continuing throughout with professional education. It also facilitates **on and off ramps** as students transition between school and work and contribute to the **economic development in local communities**.

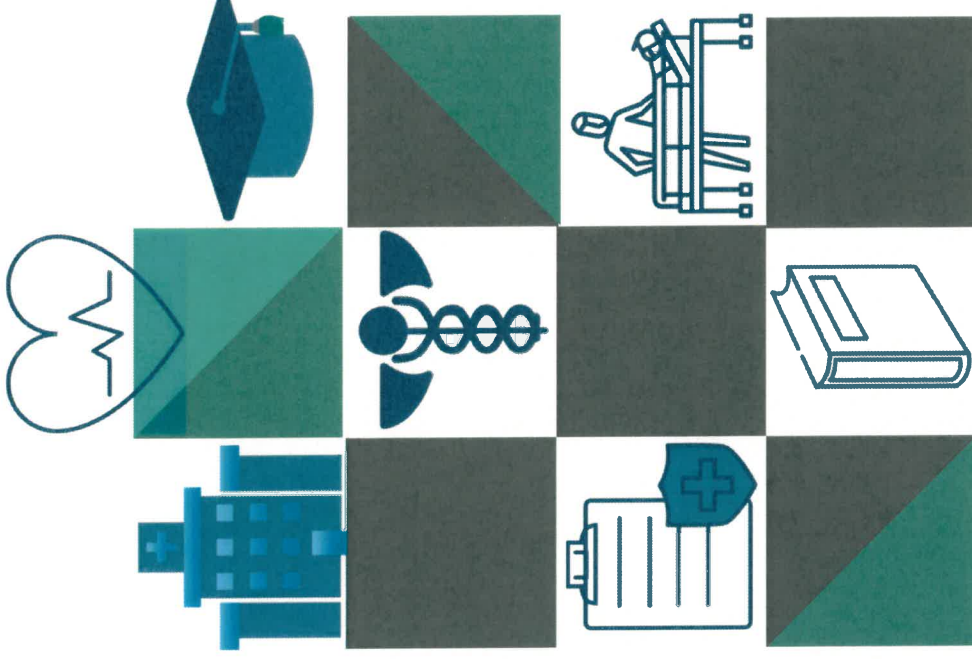


A HEALTHCARE EDUCATION PROGRAM



 BLUE RIDGE
PARTNERSHIP FOR
HEALTH SCIENCE
CAREERS

A regional collaboration of educators, employers and economic development professionals committed to raising the rigor and aligning health sciences education to meet the employment needs for the Health & Life Sciences industry.



Stakeholder Organizations

All K-12 School Districts in GoVirginia Region 2

Original stakeholder districts:

Roanoke City Public Schools
Roanoke County Public Schools
Botetourt County Public Schools
Franklin County Public Schools
Craig County Public Schools
Salem City Schools

Community Colleges:

Virginia Western Community College
Central Virginia Community College
New River Community College
Dabney S. Lancaster Community College

Four-year Institutions

Roanoke College
Virginia Tech
Radford University
Carilion
Hollins University
Roanoke Higher Education Center

Post-Graduate Institutions

VTC School of Medicine
Fralin Biomedical Research Institute at VTC
VCOM

Employers:

Carilion Clinic
LewisGale Regional Health System
Centra Health
Friendship Living
Richfield Living
American Health Care
Commonwealth Care
Medical Facilities of America
Home Instead
Freedom First Enterprises*

*Fiscal agent for the BRPHSC

Blue Ridge Partnership for Health Science Careers

Blue Ridge Partnership for Health Science Careers Executive Committee

Career Pathways Coordinator + Project Manager

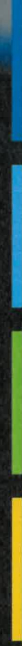
Finance Sub-Committee	Student Engagement Task Force	Joint Communications Task Force	Academic Planning Task Force	Talent Pathways Task Force	IT/Analytics Task Force
<ul style="list-style-type: none"> • Fiscal Planning • GO Virginia Application • Claude Moore Grant • Private Philanthropy 	<ul style="list-style-type: none"> • Career Exposure • Career Support • Career Mentoring 	<ul style="list-style-type: none"> • Public Relations • Works closely with Student Engagement Task Force 	<ul style="list-style-type: none"> • Dual Enrollment • Accreditation • Curriculum Path • Educational Equipment • Clinical Instruction 	<ul style="list-style-type: none"> • Employment Onboarding • Training and Retention 	<ul style="list-style-type: none"> • Workforce Analytics • Remote Services

Carilion Clinic's Enterprise Project Management Office (EPMO) is supporting the establishment of the BRPHSC.

Deloitte.

JANUARY 2021

The Future of Nursing & Nursing Education



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Seven disruptors driving the future of work

These forces that lie at the intersection of technology and people are driving the Future of Work

Technology is Everywhere
6.0 billion+ smartphones in the world by 2020¹

AI, Cognitive Computing, Robotics
\$500,000 in 2008
\$22,000 today

Tsunami of Data
9x more in last 2 years²
Major enabler of machine learning

Explosion in Contingent Work
US contingent workers 40% by 2020⁷

Diversity & Generational Change
Millennials 50%³
25% global pop in Africa by 2050⁵
Longevity Dividend – 50-year careers⁴

Change in Nature of a Career
2.5 – 5 years: Half-life of skills
4.5 years: Average tenure in a job⁸



TECHNOLOGY-DRIVEN

PEOPLE-DRIVEN

1. <http://news.ihsmarkit.com/press-release/technology/more-six-billion-smartphones-2020-ihis-market-says>
 2. <https://www-01.ibm.com/software/data/bigdata/what-is-big-data.html>
 3. Annual Global Millennial Study, <https://www2.deloitte.com/uk/en/pages/about-deloitte-uk/articles/millennial-survey.html>
 4. <https://www.newscientist.com/article/mg23130810-800-the-100-year-life-how-should-we-fund-our-lengthening-lives/>

5. https://www2.deloitte.com/content/dam/Deloitte/IL/Documents/human-capital/Thriving_in_times_of_digital_disruption.pdf
 6. http://www.oxfordmartin.ox.ac.uk/downloads/reports/Citi_GPS_Technology_Work_2.pdf
 7. Intuit 2020 Report: Twenty Trends that will Shape the next Decade https://http-download.intuit.com/http.intuit.com/intuit/futureofsmallbusiness/intuit_2020_report.pdf
 8. <https://www2.deloitte.com/content/dam/Deloitte/global/Documents/HumanCapital/dttl-hc-english-opentalenteconomy.pdf>



Proposed Budget Overview

Fiscal Year 2023

Keith C. Rogers Jr., Town Manager

SOLID FOUNDATION

- Built on sound fiscal best practices
- Revenues = Expenditures: Balanced Budget
- Structurally balanced = One-time revenues, leveraged in support of 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

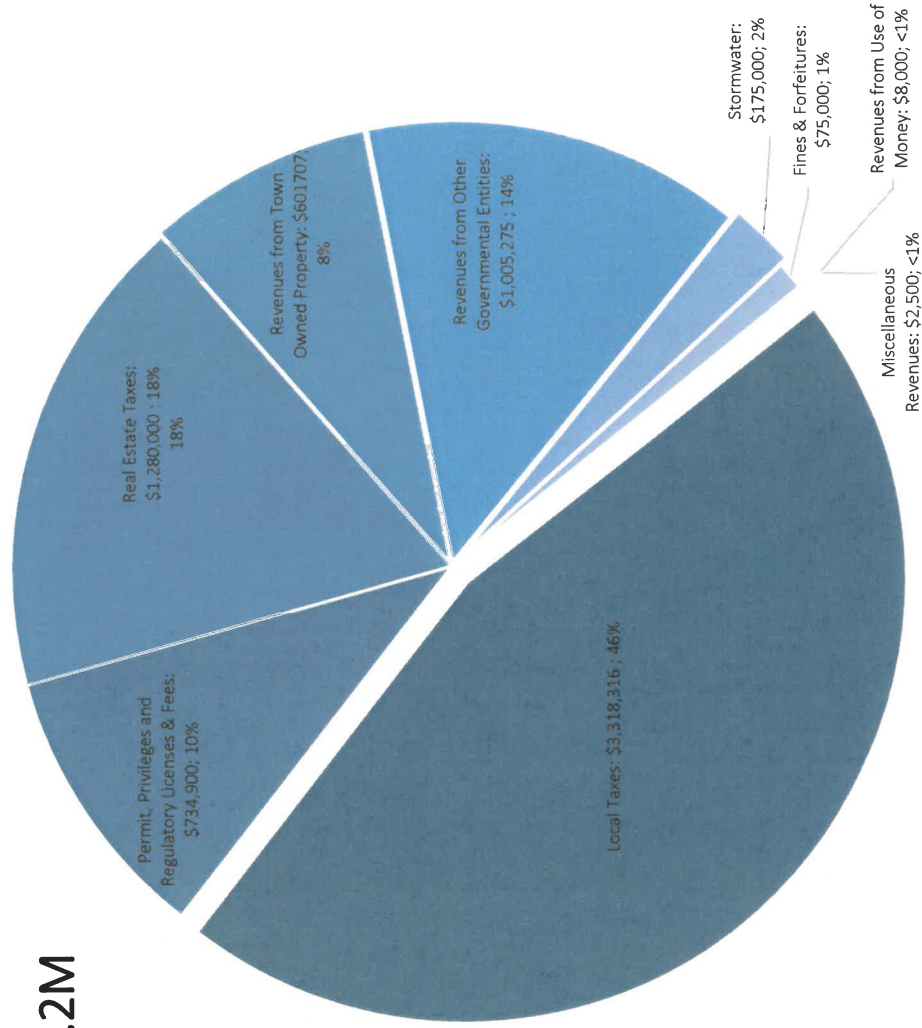


DISTINGUISHED BUDGET PRESENTATION AWARD



REVENUE HIGHLIGHTS

FY23 TOTAL REVENUE: \$7.2M



REVENUE HIGHLIGHTS

Total GF Budget \$7.2M (+22% over FY22)

- Real Estate +27%
- Gaming Tax +100%
- Sales Tax +54%

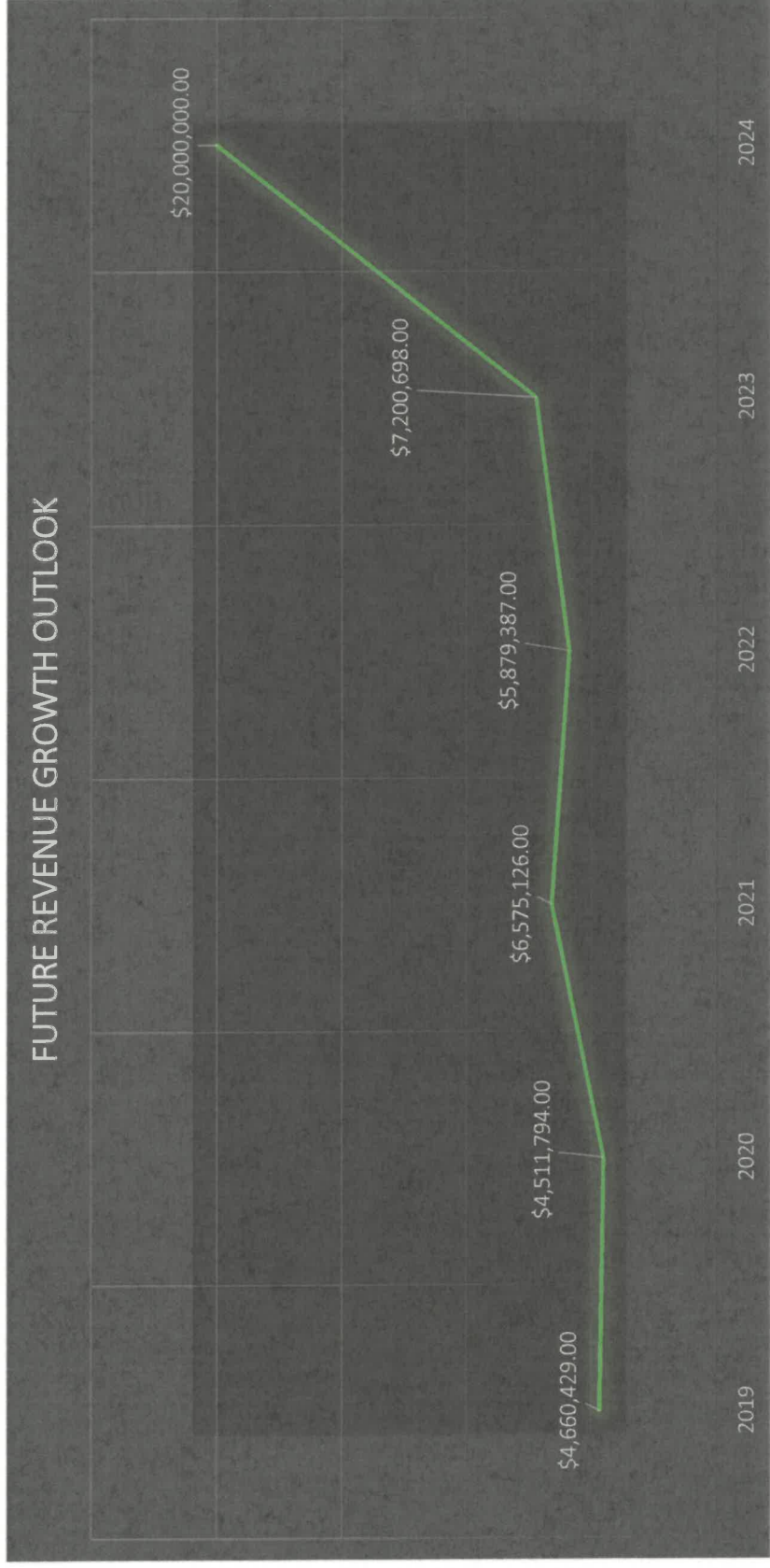


REVENUE HIGHLIGHTS

FIVE-YEAR REVENUE GROWTH



REVENUE HIGHLIGHTS



FUND BALANCE

Fund balance as a percentage of revenues; policy best practice of 30%



HOW ARE WE GROWING?

By Design, Not Default

- Revenue projections restored to pre-pandemic levels
- Sound budgeting and financial practices
- Strategic Planning
- Federal Assistance



RELIEF TO OUR RESIDENTS

- Real Estate Tax Abatement
- Entire Real Estate Tax Amount Due June 2022 (1st Half Billing)
- Impacts current Fiscal Year (2022)



RELIEF TO OUR RESIDENTS



Town of Dumfries
 Department of Finance
 17739 Main Street Suite 200
 Dumfries, VA 22026

2022 REAL ESTATE TAX FIRST HALF

2022 tax rate- 0.1899 per \$100 of value

Description	Assessment
123 JOHN DOE WAY DUMFRIES, VA 22026	Account # 1111 Tax Year: 2022 Building Value: 140,100 Land Value: 84,600 Total Value: 112,350
Taxes	
Prior Year Taxes Due:	\$0.00
Current Year Tax Due:	\$213.35
Stormwater Utility	\$11.90
Storm Fees	\$11.90
Billing Information	
Mortgage Company	
Bill Number:	1
Current Amount Due:	\$225.25
Abatements:	\$213.35
Adjustments:	
Tax Due:	\$11.90
1st Half Due Date:	6/6/2022



DUE BY 6/6/2022

RELIEF TO OUR RESIDENTS

- Keep Current Real Estate Tax Rate
- \$0.1899 per \$100 of Assessed Value



Each penny on the tax
rate = \$70K



RELIEF TO OUR RESIDENTS



RELIEF TO OUR RESIDENTS

- Eliminating Vehicle License Fee



INVESTMENTS IN OUR ORGANIZATION

- MARKET RATE ADJUSTMENTS
- HEALTHCARE
- ADDITIONAL POSITIONS

Town of Dumfries

FY 23
Proposed
Budget

Make A
Payment

Open
Data

Town
Council
Meetings



HIGHLIGHTS BY FOCUS AREA

Economic Vitality

Priorities in the Economic Vitality Focus Area improve key development activities. The FY2023 Proposed Budget allocates funding for the Destination Dumfries initiative to facilitate the goals of our Main Street Vision Plan and provide incentives for revitalization and development projects. Additionally, the Department of Planning & Community will facilitate an Affordable Housing Initiative to improve the local housing stock through best practices in zoning administration. As we continue transforming Dumfries into a destination place, we recognize the importance of interactions with the developed community, stakeholders, and our residents. To that end, funding has been allocated to support updates to our local Zoning Ordinance and Town Zoning Map.



HIGHLIGHTS BY FOCUS AREA

Public Safety

The Public Safety Focus Area encompasses law enforcement and emergency management. During the past year, the Police Department updated key policies including Use-of-Force, Vehicle Pursuit and De-Escalation protocols. Every Dumfries Police Officer is now trained and equipped with body-worn cameras to enhance both safety and transparency. Even as we grow, we continue our commitment to community policing best practices. The Proposed Budget includes funding for five additional police officers. These additional officers will allow us to continue to be visible throughout the community as new residential and commercial development increases within the Town.



HIGHLIGHTS BY FOCUS AREA

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. The Proposed Budget includes funding to support Phase II of the Quantico Creek Restoration and other improvements for stormwater control structures, outfall screening, and public outreach. These efforts will ensure permit compliance for our Municipal Separate Storm Sewer System (MS4).



HIGHLIGHTS BY FOCUS AREA

Well-Managed Government

Priorities in Well-Managed Government seek to strengthen internal controls, ensure sound fiscal management and invest in our human capital needs. The Proposed Budget includes funding for two new Finance positions to support the implementation of audit recommendations, improve billing and tax enforcement operations, enhance long-range planning and forecasting. The Proposed Budget also establishes the Office of Civic Engagement. This Office will be charged with increasing and enhancing interaction between government and our residents. Staff in this Office will be responsible for special events, public information, community programming, and customer service.



CAPITAL IMPROVEMENT PLAN

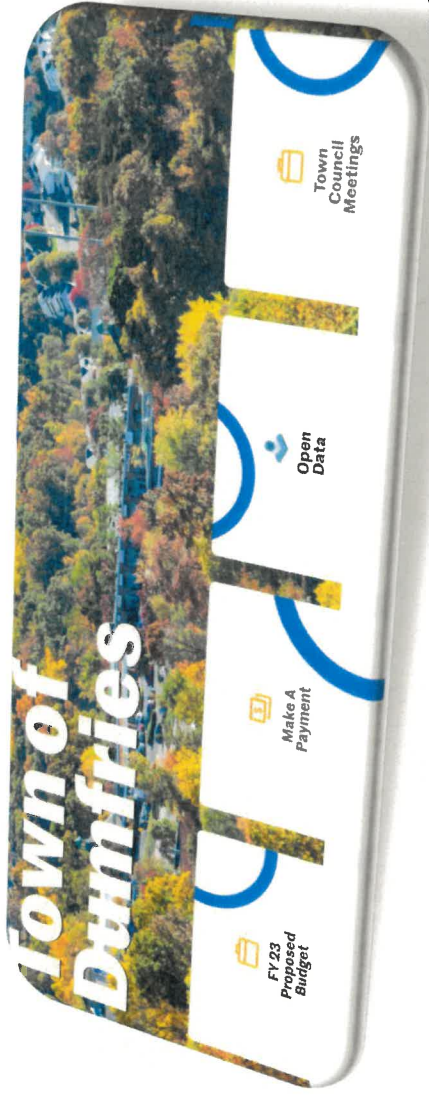
CAPITAL IMPROVEMENT PLAN

- Fully funded by PAYGO cash and grants in FY23
- Focus on completing existing projects
- One new project – SWM Map



REVIEW SCHEDULE

- April 1st – Proposed Fiscal Plan published
- April 5th – Proposed Fiscal Plan Presentation to Town Council
- April 11th – CIP Presentation to Planning Commission
- April 14th – Town Manager’s Community Q&A
- April 26th – Town Council Public Hearing & Adoption



AT A MEETING OF THE DUMFRIES TOWN COUNCIL HELD ON APRIL 26, 2022, 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, _____;
Cydney A. Neville, _____;
Monae S. Nickerson, _____;
Shaun R. Peet, _____;
Derrick R. Wood, _____;

ORDINANCE TO AMEND TOWN CODE CHAPTER 58 CONCERNING REAL ESTATE TAXES

WHEREAS, an amendment to Town Code is recommended to clarify authority regarding abatement of real estate taxes; and

NOW, THEREFORE BE IT ORDAINED, by the Council of the Town of Dumfries, on this 26th day of April, 2022, Chapter 58 of Town Code is amended as follows:

Sec. 58-55. - Due date Beginning with the year 2011, the taxes and levies accruing on real estate, which is not exempted from taxation by the constitution and the laws of the commonwealth, shall be due in two installments twice a year, payable at the office of the town treasurer on or before June 5 and on or before December 5. Provided, however, the Council may determine by majority vote to abate one tax installment.

By Order of Council:

Derrick R. Wood, Mayor

ATTEST:

Town Clerk



AGENDA ITEM REQUEST FORM

Item Type

Award Proclamation Resolution/Ordinance Motion Discussion

Statement of Purpose

Ordinance to Amend Town Code, to Allow for Abatement of Real Estate Tax

Background/References

An amendment to Town Code is recommended make clear Council's authority to approve abatement of Real Estate Taxes

Fiscal Impact

N/A

Suggested Motion

Approval

Requested Meeting Date

April 5, 2022 Introduction; April 26th Public Hearing

Attachments

- *For awards and proclamations, please attach desired language*

AT A MEETING OF THE DUMFRIES TOWN COUNCIL HELD ON APRIL 26, 2022, 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,____;
Cydney A. Neville,____;
Monae S. Nickerson,_____;
Shaun R. Peet,_____;
Derrick R. Wood,____;

RESOLUTION TO APPROVE REAL ESTATE TAX ABATEMENT FOR 1ST HALF 2022

WHEREAS, real property assessments have increased as much as 15 percent for certain town parcels; and

WHEREAS, increased assessments result in higher real estate tax liabilities for property owners; and

WHEREAS, the Town Manager recommends abatement of the 1st half of the 2022 real estate tax, due on or before June 5, 2022; and

NOW, THEREFORE BE IT RESOLVED, by the Council of the Town of Dumfries, on this 26th day of April, 2022 does hereby approve a Real Estate Tax Abatement for the 1st Half of 2022.

By Order of Council:

Derrick R. Wood, Mayor

ATTEST:

Town Clerk



AGENDA ITEM REQUEST FORM

Item Type

Award Proclamation Resolution/Ordinance Motion Discussion

Statement of Purpose

Resolution to Approve Abatement of 1st Half 2022 Real Estate Tax Billing

Background/References

Town real estate assessments have increased an average of 15% for 2022. This resolution will provide immediate relief by providing an abatement to residents for the June 2022 billing.

Fiscal Impact

Approximately \$300,000 reduction in Real Estate Tax revenue. This reduction will be offset by increases in other local taxes such as Gaming, Meals and Sales Tax.

Suggested Motion

Approval

Requested Meeting Date

April 5, 2022 Introduction; April 26th Public Hearing

Attachments

- *For awards and proclamations, please attach desired language*

AT A MEETING OF THE DUMFRIES TOWN COUNCIL HELD ON APRIL 26, 2022, 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, _____;
 Cydney A. Neville, _____;
 Monae S. Nickerson, _____;
 Shaun R. Peet, _____;
 Derrick R. Wood, _____;

ORDINANCE TO APPROPRIATE FUNDS FOR FISCAL YEAR 2023 IN THE AMOUNT OF \$7,200,698

WHEREAS, the Town Manager has prepared and submitted the budget for Fiscal Year 2023, beginning on July 1, 2022 and ending on June 30, 2023, requiring the appropriation of \$7,200,698 to provide for the operation and management of the Town; and

WHEREAS, on April 26th 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 2023 in an amount not to exceed \$7,200,698.

This Ordinance shall be effective July 1, 2022.

Estimated Revenue for Fiscal Year 2023

<u>General Fund</u>	<u>FY2023 Estimate</u>
Total	\$7,200,698

General Fund Operating Budget

<u>Department</u>	<u>FY2023 Estimate</u>
Governing Body	\$202,636
Administration	\$2,471,853
Police	\$1,744,872
Planning & Community Dev.	\$419,106
Public Works	\$1,213,338
Stormwater Management	\$175,588
Boards & Commissions	\$17,500
Municipal Building	\$292,412
Debt Service	\$663,393
Total	\$7,200,698

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



AGENDA ITEM REQUEST FORM

Item Type

Award Proclamation Resolution/Ordinance Motion Discussion

Statement of Purpose

Ordinance to Appropriate Funds for Fiscal Year 2023 in the Amount of \$7,200,698

Background/References

Appropriation Ordinance for Fiscal Year FY23 Budget

Fiscal Impact

Appropriates funding in the amount of \$7,200,698 funding for FY23 Budget

Suggested Motion

Approval

Requested Meeting Date

April 5, 2022 Introduction; April 26th Public Hearing

Attachments

- *For awards and proclamations, please attach desired language*

AT A MEETING OF THE DUMFRIES TOWN COUNCIL HELD ON APRIL 26, 2022, 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,_____;
Cydney A. Neville,_____;
Monae S. Nickerson,_____;
Shaun R. Peet,_____;
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 bylaw; and

NOW, THEREFORE BE IT ORDAINED, by the Council of the Town of Dumfriesthat 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

SITE PLAN REVIEW FEES

PLANLAND USE APPLICATION REVIEW FEES

Non-Residential Site Plan, Multi-Family Site Plan, <u>Subdivision creating more than 3 lots (base fee)</u> and major revisions to an approved Site Plan.	\$1,000
<u>Residential Site Plan(1 and 2 Family), Minor Non-Residential Site Plans, Single-Family & Townhouse Subdivision Plan, Minor non-residential Site Plan, and Grading Plan over 2,500 square feet</u>	\$500
Plat Review — <u>Minor Subdivision</u> 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
<u>Erosion and Sediment Control Plan Submission</u>	\$100
<u>Work in the Street Permit Fee</u>	\$100
<u>Land Disturbance Permit Fee (minimum)</u>	\$300
	\$100
<u>Maximum allowable fee</u>	<u>\$1,000</u>

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>Fees for Individual Permit or Coverage – Per (9VAC25-870-820)</u>	
<u>Modification or Transfer of Individual Permit Fees – (9VAC25-870-825)</u>	
<u>State Permit Maintenance Fees – (9VAC25-870-8230)</u>	
<u>Storm Water Management Appeal</u>	\$850
<u>Land Disturbing</u>	
<u>Single family attached/detached, two-family & residential additions (in Chesapeake Bay) < 1 ac</u>	\$209
<u>Single family attached/detached, two-family & residential additions (in Chesapeake Bay) =/> 2,500 sf but <1 ac.</u>	\$290
<u>Non-residential, multi-family and industrial =/> 2,500 sf but <1 ac.</u>	\$1,000
<u>Residential or commercial development within a common plan of development (3 or</u>	\$290

SITE PLAN REVIEW FEES

more structures)		
<u>VSMP Permit Coverage Fees</u>	-	-
<u>Small construction activity</u>	<u>1 ac but < 5 ac</u>	<u>\$2,700</u>
	<u>= or > 5 acres but < 10</u>	
<u>Large Construction Activity</u>	<u>acres</u>	<u>\$3,400</u>
	<u>= or > 10 acres but < 50</u>	
<u>Large Construction Activity</u>	<u>acres</u>	<u>\$4,500</u>
	<u>= or > 50 acres but < 100</u>	
<u>Large Construction Activity</u>	<u>acres</u>	<u>\$6,100</u>
<u>Large Construction Activity</u>	<u>> 100 acres</u>	<u>\$9,600</u>
<u>Revision/transfer</u>	-	-
<u>Small construction Act</u>	<u>< 1ac</u>	<u>\$20</u>
<u>Small construction Act</u>	<u>> 1 ac - < 5 acres</u>	<u>\$200</u>
<u>Large Construction Act</u>	<u>= or > 5 ac but < 10 acres</u>	<u>\$250</u>
<u>Large Construction Act</u>	<u>= or > 10 ac but < 50 acres</u>	<u>\$300</u>
<u>Large Construction Act</u>	<u>= or > 50 but < 100 acres</u>	<u>\$450</u>
<u>Large Construction Act</u>	<u>= or > 100 acres</u>	<u>\$700</u>
<u>Individual Permits</u>	-	<u>\$5,000</u>
-	-	-
<u>Annual fee for permit maintenance</u>	-	-
<u>Chesapeake Bay development</u>	<u>> 2,500 sf but < 1 acre</u>	<u>\$50</u>
<u>Small Construction Activity</u>	<u>< acre</u>	<u>\$50</u>
<u>Small Construction Activity</u>	<u>or > 1 ac but < 5 acres</u>	<u>\$400</u>
<u>Large Construction Activity</u>	<u>or > 5 ac but < 10 acres</u>	<u>\$500</u>
<u>Large Construction Activity</u>	<u>or > 10 ac but < 50 acres</u>	<u>\$650</u>
<u>Large Construction Activity</u>	<u>or > 50 ac but < 100 acres</u>	<u>\$900</u>
<u>Large Construction Activity</u>	<u>or > 100 acres</u>	<u>\$1,400</u>
<u>The fees include the 28% paid to VA DEQ</u>	-	-

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.	
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BUILDINGS, OCCUPANCIES, AND ACCESSORY STRUCTURES

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)		\$ 21,50 00

CONDITIONAL USE PERMITS (CUP)

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

APPEALS/BZA APPLICATIONS

Appeal to Maintenance Code Board of Appeals	\$ 1080 50
Appeal to the Board of Zoning Appeals (residential and non-residential)	\$ 850 1000
Appeal to the Town Council	\$ 1000 850
<u>Request for Exception</u>	\$ <u>1000</u>

ARCHITECTURAL REVIEW BOARD

Certificate of Appropriateness	\$ 7 25
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ZONING DETERMINATIONS AND CERTIFICATIONS

ZONING DETERMINATIONS AND CERTIFICATIONS

Certificate of Non-Conforming Use (residential)	\$652 <u>50</u>
Verification of/interpretation of or changes to a Non-Conforming Use (Commercial and Industrial)	\$251 <u>00</u>
Zoning Interpretations/Proffer/SUP Determinations	\$350 <u>100</u>
Zoning Certification Letter required by banks prior to lending Zoning Verification Letter	\$652 <u>00</u>
Zoning Compliance Certification – Signature of Zoning Administrator required on DMV forms for (Motor Vehicles Sales, Salvage, Vehicle Removal Operator, etc.)	\$100 <u>25</u>

HOME BUSINESSES

Home Occupation Permit Fee	\$100
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SIGN PERMITS

Sign Permit (new) – also requires Building Permit	\$120 55 + \$1 per square foot, or \$75 whichever is Less
Sign (Re-facing) – No Building Permit Required	\$2525 + \$1 per square foot or \$50-75 whichever is less. 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

ZONING DETERMINATIONS AND CERTIFICATIONS

Traffic Impact Studies

Traffic Impact Studies		
i.	First Submission	\$1,000
ii.	Third & subsequent submissions	\$500
iii.	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

Temporary Use Permit		
i.	Minimum fee for small events	\$10 50
ii.	Fee for Medium-impact events	\$ 30 450
iii.	Fee for Large events such as Carnivals or Circuses – subject to increase by Zoning Administrator if previous approvals were violated in any way.	\$ 6 500
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.	\$5000

FAILURE TO OBTAIN ZONING PERMIT

Failure to obtain a Zoning Permit	\$500 plus permit costs
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ZONING DETERMINATIONS AND CERTIFICATIONS

BUILDING DEPARTMENT PERMIT APPLICATION FEES GENERAL

This fee schedule includes:

- 2% Fee Levy as authorized by Section 107.2 of the USBC to support the activities of the Prince William County Code Academy.

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.

ZONING DETERMINATIONS AND CERTIFICATIONS

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

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

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.

ZONING DETERMINATIONS AND CERTIFICATIONS

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.

ZONING DETERMINATIONS AND CERTIFICATIONS

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.

Exceptions from application for permit:

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 pre-fabricated 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.

ZONING DETERMINATIONS AND CERTIFICATIONS

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 supporting 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:
 - 10.1. 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 where serving a single dwelling unit and in Groups R-3.
 - 10.2. Replacement of plumbing fixtures in all groups without alteration of the water supply and distribution systems, sanitary drainage systems or vent systems.
 - 10.3. 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 where serving a single dwelling unit and in all other Group R occupancies.
 - 10.4. Exact replacement of mechanical appliances provided such equipment is not fueled by gas or oil in Group R, and where serving a single family dwelling.
 - 10.5. 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.
 - 10.6. 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.

ZONING DETERMINATIONS AND CERTIFICATIONS

10.7. Installation or replacement of floor finishes in all occupancies.

10.8. 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.

10.9. Installation of replacement cabinetry or trim.

10.10. Application of paint or wallpaper.

10.11. 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 for and/or by 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:

- a. Prince William County Peer Plan Review List
- b. International Building Technology Services (IBTS)
- c. 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.

ZONING DETERMINATIONS AND CERTIFICATIONS

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.

c. CONTRACTOR LICENSING AND TRADESMAN CERTIFICATION

I. License Fees

Not Applicable at this time.

o. FEES, OTHER

J. Amusement Devices (Carnival Rides) - See Virginia Amusement Device 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% when the inspection for obtaining a certificate of inspection for that device is conducted by a private inspector.

<u>Kiddie Rides, each</u>	<u>\$35.70</u>
<u>Adult Rides, each</u>	<u>\$56.10</u>
<u>Spectacular Rides, each</u>	<u>\$76.50</u>
<u>Roller Coasters exceeding 30' height</u>	<u>\$204.00</u>
<u>Generators, each</u>	<u>\$168.30</u>

2. ANNUAL PERMITS

<u>Fee per square foot of gross floor area building</u>	<u>\$.0056</u>
<u>Minimum fee for each unattached building</u>	<u>\$401.22</u>
<u>Tents - greater than 900 square feet</u>	
<u>i. First tent</u>	<u>\$287.26</u>
<u>ii. Each additional tent</u>	<u>\$96.29</u>

3. 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

ZONING DETERMINATIONS AND CERTIFICATIONS

fees for Certificates of Use and Occupancy and related documents are as follows:

a.	Residential R-3	\$96.29
b.	Residential R-1 and R-2	\$142.82
c.	Home Business for business approved by Zoning	\$86.28
d.	Temporary Certificates	
i.	Residential R-3 Condos, Multi-family, per unit first issuance	\$86.28
ii.	Residential R-1, R-2 Multi-story and Use Groups, per Building - first issuance	\$142.82
iii.	Renewal of expired Temporary Occupancy Permit	\$190.96
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.	\$142.82
f.	Replacement of Occupancy Load Posting Sign, Per sign.	\$96.29
g.	Duplicate copy of Certificate of Use and Occupancy where building permit issue date later than June 30, 2000.	\$96.29

4. 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.	\$86.28
b.	Nonresidential and all Multistory Residential structures -A minimum fee shall apply to all permits.	\$142.82

5. CODE MODIFICATION REVIEW:

a.	R-3 (one dwelling) - Groups per dwelling unit	\$86.28
b.	All other Use Groups, per structure or tenant space, whichever is greater	\$142.82
c.	When multiples of "a." or "b." above are submitted simultaneously for the same project, the maximum fee shall be:	\$857.09

6. 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:	\$37.55
b.	Post Concealment inspection Analysis, per permit	\$86.28
c.	Inspection Cancellation Fee	
i.	Up to 8:00 am day of inspection	\$34.52
ii.	After 8:00 am and before the inspector arrives at the site	\$34.52
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.	\$34.52
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.	\$127.99
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.	\$127.99
iii.	All cancellation and rejection fees shall be paid prior to the scheduling of the final inspection.	\$127.99

ZONING DETERMINATIONS AND CERTIFICATIONS

	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.	\$127.99
	e.	Code Compliance Inspection requested by customer. Fee shown is by hour:	\$127.99

7. VIOLATION(S) and VIOLATION NOTICES:

To offset the cost of expense 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.

8. 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 dwellings	\$86.28
	ii.	Non-residential (including R-3, R-2, R-3, multi-story, and multi-family	\$190.96
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 dwellings	\$86.28
	ii.		\$190.96
c.		Re-review of lost plans/additional plans; no minimum or maximum fee; per page.	\$19.96

9. 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.

10. REINSTATEMENT OF RESCINDED PERMITS

Reinstatement of Permit Fee	\$127.99
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11. REASSIGNMENT OF RESPONSIBLE PARTIES

Reassignment of responsible parties for permits	\$127.99
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12. RESIDENTIAL LIMITED SERVICE/REPAIR PERMIT

a. Base Fee	\$69.04
b. Fee for each additional item inspected (requested or required)	\$15.82

13. 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.

ZONING DETERMINATIONS AND CERTIFICATIONS

E. REFUNDS

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

Minimum administrative fee for refund request: \$86.28

F. RETURNED CHECK

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

ZONING DETERMINATIONS AND CERTIFICATIONS

II. 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)

<u>a.</u>	<u>Fee per square foot of the gross floor area, to include basements and garages. Decks required to be permitted separately on new residential construction.</u>	<u>\$.125</u>
<u>b.</u>	<u>Minimum fee for new dwelling units, garages, carports, additions, breezeways, gazebos, open porches with roofs, decks greater than 250 SF</u>	<u>\$214.28</u>
<u>c.</u>	<u>Minimum Fee (decks, pergolas and detached sheds) 250 SF or less</u>	<u>\$86.28</u>

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

<u>a.</u>	<u>Fee per square foot of gross floor area for complete building</u>	<u>\$ 2354</u>
<u>b.</u>	<u>Minimum fee per structure or tenant space</u>	<u>\$287.26</u>
<u>c.</u>	<u>Joint Occupancy Evaluation (JOE) Program with Safety Inspection (Additional fees apply for Fire Marshal, Certificate of Use and Certificate of Occupancy)</u>	<u>\$287.26</u>
<u>d.</u>	<u>JOE Program without Safety Inspection</u>	<u>\$77.04</u>
<u>e.</u>	<u>Tents (greater than 900 SF)</u>	<u>\$142.82</u>
<u>f.</u>	<u>Framing and Rough-in permit</u>	<u>\$287.26</u>
<u>g.</u>	<u>Outdoor Recreation Uses (e.g., Kiddie Park)</u>	<u>\$368.89</u>

B. PARTIAL PERMITS

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

<u>a.</u>	<u>Fee per square foot of gross floor area for footing/foundation slab.</u>	<u>\$.1206</u>
<u>b.</u>	<u>Fee per square foot of gross floor area for shell. Does not include footing/foundation/slab.</u>	<u>\$.1206</u>
<u>c.</u>	<u>Fee per square foot of gross floor area for shell buildings, to include foundations.</u>	<u>\$.2126</u>
<u>d.</u>	<u>Fee per square foot for tenant floor area of leased and/or occupied tenant space, or minimum fee.</u>	<u>\$.0805</u>
<u>e.</u>	<u>Fee per square foot of gross floor area (without footing/foundation/slab), base building with tenant improvements.</u>	<u>\$.1723</u>

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

<u>a.</u>	<u>Footing and foundation in addition to the regular Building Permit (when permitted separately).</u>	<u>\$86.28</u>
<u>b.</u>	<u>Fee per square foot for superstructure, including basements.</u>	<u>\$.1235</u>

ZONING DETERMINATIONS AND CERTIFICATIONS

C. ERECTION OF STRUCTURES OTHER THAN BUILDINGS

a. Multiplier applied to construction value. \$0.104

D. REPAIRS AND ALTERATIONS

a.	Residential single family dwellings	\$86.28
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).	\$0.104

E. FINISHED BASEMENTS (RESIDENTIAL)

a.	Fee per square foot of gross floor area	\$2469
b.	Minimum fee when permit taken after occupancy of unit	\$86.28

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.	\$1243
b.	Fee per square foot for additional square footage over 10,00 SF.	\$0081

G. RECALCULATION OF OCCUPANCY LOAD POSTING PLACARD

a.	Fee per Placard.	\$86.28
b.	Minimum fee.	\$86.28

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)	\$86.28
b.	Non-residential. Multi-family and Multi-story base fee. Plus fee per square foot of gross floor area of basement, garages, or additions.	\$2354

I. MANUFACTURED HOME - INSTALLATION

New installation (set up) \$86.28

ZONING DETERMINATIONS AND CERTIFICATIONS

J. OTHER FEES

1. Building Demolition

Demolition Fee. _____ \$142.82

2. Retaining Wall (SF of Total Wall Face)

a.	Minimum Fee for retaining walls.	\$142.82
b.	Retaining Walls with less than 8 feet of backfill.	\$.4786
c.	Retaining Walls with 8 feet or more of backfill.	\$.574

3. Outdoor Sign

a. Fee per sign. _____ \$142.82

4. Indoor Sign -fee per sign.

a.	First sign	\$142.82
b.	Each additional sign.	\$38.51

5. Ground Signs

a. Non-residential. Multi-family and Multi-story base fee. Plus fee per square foot of gross floor area of basement, garages, or additions. _____ \$2354

6. Poles over 30 feet for flags and site lighting system.

Flat fee per project. _____ \$142.82

7. Private Residential Swimming Pools

a. Permit fee. _____ \$142.82

ZONING DETERMINATIONS AND CERTIFICATIONS

8. Public or semi-public Swimming Pools

<u>a.</u>	<u>Permit fees.</u>	<u>\$287.26</u>
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9. Special Inspection Project - the following shall apply when structure is designated as a Special Inspection Project.

<u>a.</u>	<u>Building Projects</u>	
	<u>i.</u> <u>Up to 5,000 square feet, single story (unless covered by 9c.)</u>	<u>\$956.47</u>
	<u>ii.</u> <u>5,000 to 10,000 square feet</u>	<u>\$1,914.53</u>
	<u>iii.</u> <u>10,000 to 20,000 square feet</u>	<u>\$3,829.06</u>
	<u>iv.</u> <u>20,000 to 50,000 square feet</u>	<u>\$5,741.99</u>
	<u>v.</u> <u>50,000 to 100,000 square feet</u>	<u>\$7,656.51</u>
	<u>vi.</u> <u>100,000 square feet and above</u>	<u>\$9,571.05</u>
<u>b.</u>	<u>Retaining Wall Projects</u>	
	<u>i.</u> <u>Up to 1,000 square feet (unless covered by 9c.)</u>	<u>\$956.47</u>
	<u>ii.</u> <u>1,000 to 3,000 square feet</u>	<u>\$1,914.53</u>
	<u>iii.</u> <u>3,000 to 5,000 square feet</u>	<u>\$2,871.00</u>
	<u>iv.</u> <u>5,000 square feet and above</u>	<u>\$3,829.06</u>
<u>c.</u>	<u>Individual Structural Components including, but not limited to, Projects to which the MinorCritical Projects policy applies, up to four, per component.</u>	<u>\$383.55</u>

PLAN REVIEW FILING FEES

<u>a.</u>	<u>Residential (Single Family, Duplex, Townhouse, etc.) per unit.</u>	<u>\$112.17</u>
<u>b.</u>	<u>Non-residential, multi-family, multi-story.</u>	<u>35% of permit fees</u>

ZONING DETERMINATIONS AND CERTIFICATIONS

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 - Base fee applies see Item 4.

(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 floorarea.	\$.0978
b.	Minimum Fee.	\$86.28
c.	Temporary Service Fee	\$127.99

2. Existing Dwellings (Additions, Remodeling and Repairs)

a.	Base Fee, plus items 1 through 6 below	\$43.14
i.	New Service (new and replacement)	\$43.14
ii.	Fixtures/Receptacles (includes switches, each 10 or portion thereof:	\$8.62
iii.	Circuits, each	\$2.86
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)	\$11.51
v.	Subpanels	\$24.45
vi.	Pumps, each	\$86.28
b.	Service Connection Fee or reconnect (total fee - no base plus)	\$86.28
c.	Swimming Pools (total fee - no base plus)	\$86.28

B. NON- RESIDENTIAL- Includes all R-3, multi-family and multi-story. Base fee applies see Item 4.

1. Base fee

a. Base fee plus the following items: 7, 11, 15, 18, 20, 21 and 22. \$142.82

ZONING DETERMINATIONS AND CERTIFICATIONS

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. \$12.83

3. Circuits

a. New, extensions and feeders; bath fans are counted as circuits. \$3.21

4. Dental Chairs

a. Each chair \$22.46

5. Duct Heaters

a.	<u>For first unit</u>	<u>\$46.52</u>
b.	<u>For additional unit, each</u>	<u>\$25.68</u>

6. Electrical Unit Heaters

a. Space or Base Board Heaters, each \$12.83

7. Fire Alarm Systems (total fee - no base plus)

a. Fee for systems up to 10 devices \$190.96

b. For each additional device \$4.83

a. Base fee plus the following items: 7, 11, 15, 18, 20, 21 and 22. \$142.82

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

a. Fee for each 10 or portion thereof: \$8.04

ZONING DETERMINATIONS AND CERTIFICATIONS

9. Track Lighting

Per lineal foot	\$.7657
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10. Gasoline Pumps/Dispensers

a.	Submerged pumps - see motors	\$12.83
b.	Dispensers, each unit	\$12.83

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

a.	Less than 100 KVA each unit	\$60.98
b.	100 KVA and above each unit	\$184.54

12. Groundworks

Concealing of Conduits only	\$87.67
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13. Heating and Air Conditioning

a.	Less than 5 tons (each unit)	\$28.90
b.	5 tons and above (each unit)	\$86.67

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

a.	Less than 5 H.P.		
	i.	First unit	\$12.83
	ii.	Each additional unit	\$8.04
b.	5 H.P. and above		
	i.	First unit	\$27.30
	ii.		\$14.46

ZONING DETERMINATIONS AND CERTIFICATIONS

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

a.	First Pole	\$28.90
b.	Each additional Pole	\$20.88

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

a.	Service 600 volts or less		
	i.	Less than 600 amps	\$105.91
	ii.	600 amps to less than 1200 amps	\$152.45
	iii.	1200 amps and above	\$306.51
b.	Service over 600 volts	\$410.83	
c.	Service Reconnect Fee	\$142.82	
d.	Temporary Service, for construction only	\$96.29	

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

a.	First Sign	\$142.82
b.	For each additional Sign	\$38.51

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

a.	First sign	\$142.82
b.	For each additional sign	\$38.51

19. Neon Signs

Fee per transformer	\$38.51
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20. Subpanels/Control Panel

Total fee - no base plus	\$25.68
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21. Swimming Pools

a.	Non-residential swimming pools (total fee - no base plus)	\$287.26
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ZONING DETERMINATIONS AND CERTIFICATIONS

22. Temporary Wiring

a.	Tree sales, produce stands, tent sales, carnivals, fairs, circuses and other temporary activities. (total fee - no base plus)	\$142.82
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23. Transformers- all types and voltages)

a.	Less than 100 KVA (each unit)	\$60.98
b.	100 KVA and above (each unit)	\$184.54

24. Uninterruptible Power Supply - all types and voltages

a.	Less than 100 KVA (each unit)	\$60.98
b.	100 KVA and above (each unit)	\$184.54

25. Variable Air Volume Boxes

b.	Fees for Variable Air Volume Boxes	\$16.04
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26. Welders

a.	Welders	\$12.83
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27. X-Ray Machines

a.	X-Ray Machines, each	\$12.83
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28. Low voltage Systems

a.	Per square foot for first 10,000 SF area to be wired	\$.0286
b.	Per square foot for each additional square foot over 10,000 SF of area to be wired	\$.0056

29. Electrical Demolition

a.	Electrical Demolition Fee	\$142.82
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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.

ZONING DETERMINATIONS AND CERTIFICATIONS

IV. 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.

A. RESIDENTIAL - base fee applied see item 4.

1. Duct Work Only

a.	One Zone fee plus	\$176.90
b.	Each additional Zone	\$112.17
c.	1 zone system over 4 tons shall be charged as 2 zones	

2. A/C Equipment Replacement

	Indoor or Outdoor	\$86.28
Both		\$127.99

3. Furnace Replacement

a.	Replacement Fee	\$86.28
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4. Wood Stoves, gas logs

a.	Stoves or Gas Log Installations or replacement	\$86.28
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5. 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.	\$86.28
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6. Oil and L. P Tanks

a.	New or Removal, in or above ground	\$86.28
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ZONING DETERMINATIONS AND CERTIFICATIONS

7. Building Fire Suppression Systems

a.	Fire Suppression System Fee	\$86.28
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8. Ductwork only

a.	Additions and Finished Basements Fee	\$86.28
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B. NON-RESIDENTIAL MECHANICAL - base fee applies see Item 4.

1. Ductwork

a.	0 - 2,500 square feet fee per square feet, plus equipment schedule	\$.0805
b.	2,501- 5,000 sq. ft. fee per sq. ft. plus above fee	\$.0516
c.	5,001- 40,000 sq. ft. fee per sq. ft. plus above fee	\$.0345
d.	40,000 sq. ft. fee per sq. ft. plus above fee	\$.0191

2. Hoods

a.	Exhaust fans for hoods (fee per fan)	\$142.82
b.	Hood Fee - per sq. ft. of each hood area	\$6.42
c.	Hood Fire Suppression, per system	\$142.82

3. Chilled + Hot H2O, Steam Piping

a.	0 - 2,00 2,500 square feet fee per square feet, plus equipment schedule	\$.0422
b.	2,501- 5,000 sq. ft. fee per sq. ft. plus above fee	\$.0345
c.	5,001 sq. ft. and above fee per sq. ft. plus above fee	\$.0262

4. Equipment schedule (new or replacement)

a.	Power boilers		
	i.	Base fee plus	\$142.82
	ii.	Fee Per H.P.	\$1.39
b.	Hot water boiler or steam boiler		
	i.	Base fee plus	\$142.86
	ii.	Fee for each 100,000 BTU/HR or fraction thereof over 200,000 BTU/HR	\$16.04
c.	Incinerators and crematory	per 100/HR burning rate or fraction thereof;	\$56.15

ZONING DETERMINATIONS AND CERTIFICATIONS

d.	Furnaces (central heating, duct, oil and solid burning rate or fraction thereof:	
i.	Up to 200 MBH input - base fee plus	\$142.82
ii.	For each additional 100 MBH or fraction thereof:	\$14.46
e.	Refrigeration (product cooling)	
i.	Base fee plus	\$142.82
ii.	Fee for each ton over 5	\$9.63
f.	Heating and Air Conditioning (all units)	
i.	Base fee plus	\$197.39
ii.	Fee for each ton over 5	\$25.68
g.	Relocation of existing heating and air conditioning, fee for each relocated unit, to include relocation of ductwork	\$171.71
h.	Conversion of burner	\$142.82
i.	Air Compressors	\$142.82
j.	Auto lifts, each (or minimum fee)	\$28.90
k.	Auto Emissions System (in slab or above floor) includes the exhaust fan.	\$142.82
l.	Chiller/Cooling Tower	
i.	Base fee plus	\$142.82
ii.	Fee per ton	\$1.41
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	\$142.82
ii.	Fee each additional thereof:	\$12.83
n.	Additional equipment not listed, to include generators; each type counted separately.	\$142.82

5. Smoke Evacuation System

a.	Volume of air is only to be calculated for the affected area, not additional areas not part of the zone	
i.	Per cubic foot up to 25,000 cubic feet	\$.0073
ii.	Per cubic foot 25,001- 50,000 cubic feet plus above fees	\$.0040
iii.	Per cubic foot 50,001-400,000 cubic feet plus above fees	\$.0030
iv.	Per cubic foot 400,000 and above, plus above fees	\$.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.	\$142.82

6. Gas Piping

a.	LP or Natural gas - fee per meter plus	\$142.82
i.	Regulators, up to 10	\$142.82
ii.	Regulators, 11 or more	\$239.11
b.	Fee for each connected appliance per system	\$12.83
c.	Medical gas piping fee	\$142.82
i.	Per manifold per type of gas	\$142.82

ZONING DETERMINATIONS AND CERTIFICATIONS

	<u>ii.</u>	Fee per outlet, up to 30 outlets	<u>\$11.26</u>
	<u>iii.</u>	Fee for each additional 10 outlets, or part of thereof:	<u>\$4.83</u>
<u>d.</u>		Residential which have gas piping systems to supply the furnace, hot water heater, stove or gas logs.	
	<u>i.</u>	Fee for first 10 units plus	<u>\$142.82</u>
	<u>ii.</u>	Each additional unit plus	<u>\$11.26</u>
	<u>iii.</u>	Fee for each appliance outlet	<u>\$11.26</u>

7. Flammable and combustible liquid tanks

<u>a.</u>		Storage tank removal or abandonment (each tank)	<u>\$184.54</u>
<u>b.</u>		Storage tank installation and testing, each tank including piping.	<u>\$439.71</u>
<u>c.</u>		Piping only (each tank)	<u>\$258.36</u>
<u>d.</u>		Above or underground tanks up to 550 gallons, each (or minimum fee)	<u>\$60.98</u>

8. Elevator

<u>a.</u>		New Elevators and Escalators, each	<u>\$142.82</u>
<u>b.</u>		Miscellaneous: Sidewalk lifts, material lifts, cart lifts, stair lifts and porch lifts, per lift.	<u>\$142.82</u>

9. Building Fire Suppression

<u>a.</u>		Sprinkler Limited Areas	<u>\$184.54</u>
<u>b.</u>		Sprinkler Light Hazard Occupancy - minimum fee	<u>\$335.40</u>
	<u>i.</u>	1-100 heads (fee per head)	<u>\$6.12</u>
	<u>ii.</u>	101-300 heads fee per head	<u>\$4.83</u>
	<u>iii.</u>	301-500 heads fee per head	<u>\$3.21</u>
	<u>iv.</u>	501 and above sprinkler heads - fee per head	<u>\$3.21</u>
<u>c.</u>		Sprinkler Ordinary Hazard and Rack Storage -minimum fee	<u>\$335.40</u>
	<u>i.</u>	1-100 heads (fee per head)	<u>\$6.12</u>
	<u>ii.</u>	101-300 heads fee per head	<u>\$4.83</u>
	<u>iii.</u>	301-500 heads fee per head	<u>\$3.21</u>
	<u>iv.</u>	501 and above sprinkler heads - fee per head	<u>\$3.21</u>
<u>d.</u>		Sprinkler Extra Hazard - minimum fee	<u>\$335.40</u>
	<u>i.</u>	1-100 heads (fee per head)	<u>\$6.12</u>
	<u>ii.</u>	101-300 heads fee per head	<u>\$4.83</u>
	<u>iii.</u>	301-500 heads fee per head	<u>\$3.21</u>
	<u>iv.</u>	501 and above sprinkler heads - fee per head	<u>\$3.21</u>
<u>e.</u>		NFPA 13D Systems -fee per system	<u>\$335.40</u>
	<u>i.</u>	1-100 heads (fee per head)	<u>\$6.12</u>
	<u>ii.</u>	101-300 heads fee per head	<u>\$4.83</u>
	<u>iii.</u>	301-500 heads fee per head	<u>\$3.21</u>
	<u>iv.</u>	501 and above sprinkler heads - fee per head	<u>\$3.21</u>

ZONING DETERMINATIONS AND CERTIFICATIONS

f.	Dry Pipe System added on (per dry pipe valve)	\$142.82
g.	Sprinkler with stand pipe on (per standpipe riser)	\$96.69
h.	Stand Pipe System only - base fee plus	\$335.40
i.	each additional riser after one	\$96.69
j.	Fire Pumps, per pump	\$335.40
k.	Underground fire line, per line	\$287.26
l.	Carbon Dioxide Extinguishing System (per system)	\$287.26
m.	Clean Agent Extinguishing System (per system)	\$142.82
n.	Dry chemical system (per system)	\$142.82
o.	Wet chemical system (per system)	\$142.82

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

a.	Base Fee plus	\$127.99
b.	Add all additional equipment with fees - see Mechanical Equipment under Item 4.	

11. Mechanical Demolition

a.	Mechanical demolition fee	\$142.82
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ZONING DETERMINATIONS AND CERTIFICATIONS

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

<u>a.</u>		<u>Base Fee plus</u>	<u>\$86.28</u>
<u>b.</u>		<u>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)</u>	<u>\$7.18</u>

2. Additions/Remodeling (no gas)

<u>a.</u>		<u>Base Fee plus</u>	<u>\$86.28</u>
<u>b.</u>		<u>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)</u>	<u>\$7.18</u>

3. Lawn Sprinklers

	<u>I (backflow prevention only)</u>	<u>\$86.28</u>
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4. Water Service

<u>a.</u>	<u>Per service when new, repaired or replaced.</u>	<u>\$86.28</u>
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5. Building Sewer

	<u>Per each 100 feet or portion thereof;</u>	<u>\$86.28</u>
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6. Pressure Reducing Valve

ZONING DETERMINATIONS AND CERTIFICATIONS

a. Each Valve \$11.51

7. Backwater valves for sewers

a. Each Valve #11.51

8. Cross Connection Fee

a. Per Device \$11.51

9. Natural Gas/L. P. Gas

a. Base Fee \$86.29

b. Each Gas Appliance \$7.18

10. Liquid Petroleum Storage Tanks

a. New or removals, in or above ground (per permit) \$86.29

B. NON-RESIDENTIAL PLUMBING

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

a.	<u>Base Fee plus</u>	<u>\$190.96</u>
b.	<u>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.)</u>	<u>\$8.04</u>
c.	<u>Removal or capping off fixtures.</u>	<u>\$8.04</u>

2. Appliances

a.	<u>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.</u>	<u>\$30.47</u>
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3. Storm Drains

a. Per 50,000 square feet of roof, or portion thereof: \$142.82

b. Each roof drain and/or downspout tying into the storm drain. \$30.47

ZONING DETERMINATIONS AND CERTIFICATIONS

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

a.	<u>Sewer Tap if inspected by Building Department.</u>	<u>\$142.82</u>
a.	<u>Sewer line to building drain connection if separate permit</u>	<u>\$142.82</u>

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.	<u>Water supply to building if inspected by Building Department.</u>	<u>\$142.82</u>
b.	<u>Water main tap if inspected by the Building Department</u>	<u>\$142.82</u>
c.	<u>Water Service to building if separate permit.</u>	<u>\$142.82</u>

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

a.	<u>Minimum Fee per building</u>	<u>\$142.82</u>
b.	<u>Maximum Fee per building</u>	<u>\$861.78</u>

7. Water Softeners, filter systems

<u>Fee per each device</u>	<u>\$96.29</u>
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8. Building Drain

a.	<u>Without any fixtures (Base fee)</u>	<u>\$190.96</u>
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9. Ground Work

	<u>May be assessed through a Site Plan Fee</u>	
a.	<u>Base fee</u>	<u>\$190.96</u>
b.	<u>Each Fixture</u>	<u>\$8.04</u>

10. Trap Primer

a.	<u>Each Trap</u>	<u>\$12.83</u>
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11. Pressure Reducing Valve

a.	<u>Each Reducing Valve</u>	<u>\$12.83</u>
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ZONING DETERMINATIONS AND CERTIFICATIONS

12. Backwater Valve

/ a. / _____ / Each Backwater Valve \$12.83

13. Mixing Valves

/ a. / _____ / Each Mixing Valve \$12.83

14. Recirculating Pumps

/ a. / _____ / Each Mixing Valve \$12.83

15. Sauna or Steam Baths

/ a. / _____ / Each \$142.82

16. Plumbing Demolition

/ a. / _____ / Demolition Fee \$142.82

17. Gas Demolition

| a. _____ / Demolition Fee \$142.82

C. INDUSTRIALIZED BUILDING AND MANUFACTURED HOMES

1. Residential Plumbing

/ a. / _____ / Base Fee for water and sewer connections \$127.99

2. Residential Gas

/ a. / _____ / Base Fee for Gas connections \$86.28

3. Non-residential

/ a. / _____ / Base fee for Non-residential sewer and water connection \$171.14

Traffic Impact Studies

Conditional Use Permit Categories

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, child care 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.



AGENDA ITEM REQUEST FORM

Item Type

Award Proclamation Resolution/Ordinance Motion Discussion

Statement of Purpose

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 FY23 budget

Suggested Motion

Approval

Requested Meeting Date

April 5, 2022 Introduction; April 26th Public Hearing

Attachments

- *For awards and proclamations, please attach desired language*

AT A MEETING OF THE DUMFRIES TOWN COUNCIL HELD ON APRIL 26, 2022, 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, _____;
Cydny A. Neville, _____;
Monae S. Nickerson, _____;
Shaun R. Peet, _____;
Derrick R. Wood, _____;

RESOLUTION TO APPROVE THE FY2023-2027 CAPITAL IMPROVEMENT PLAN

WHEREAS, the Town Manager presented the FY2023-2027 Capital Improvement Plan (CIP); and

WHEREAS, on April 26th the Town Council held a duly advertised public hearing, as required by law on the General Fund Budget for Fiscal Year 2023, which includes appropriations to support the Capital Improvement Plan; and

WHEREAS, the FY2023-2027 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 26th day of April, 2022 does hereby adopt the FY2023-2027 Capital Improvement Plan (CIP).

This Resolution shall be effective July 1, 2022.

By Order of Council:

Derrick R. Wood, Mayor

ATTEST:

Town Clerk



AGENDA ITEM REQUEST FORM

Item Type

Award Proclamation Resolution/Ordinance Motion Discussion

Statement of Purpose

Resolution to approve the FY23-27 Capital Improvement Plan

Background/References

Five Year Capital Improvement Plan

Fiscal Impact

The impact for FY23 is \$1,725,000 of which \$225,000 is cash transferred from General Fund and Stormwater

Suggested Motion

Approval

Requested Meeting Date

April 5, 2022 Introduction; April 26th Public Hearing

Attachments

- *For awards and proclamations, please attach desired language*