

AN ORDINANCE TO REVISE ZONING FEES AND CHARGES

WHEREAS, the Town Council deems the present charges for land use related matters to be inadequate to cover administrative costs incurred by the Town; and

WHEREAS, the Town Council deems it appropriate for applicants to pay, as may reasonably be established, the costs experienced or incurred by the Town in relation to such matters; and

WHEREAS, the Town Council of the Town of Washington, Virginia on the 10th day of October 2022, after due advertisement and notice and the holding of a public hearing as required by statute on the 12th day of September 2022, a motion having been made and seconded, did adopt the following Ordinance by a roll call vote;

BE IT ORDAINED, the revised fees and charges for land use applications, permits and services are as follows:

CATEGORY		FEES
ADMINISTRATIVE		
	Zoning Determination Request / Compliance Request / Temporary or Final Occupancy Permit Request	\$100.00
COMPREHENSIVE PLAN		
	Comprehensive Plan Amendment Request	\$1,000.00
	Comprehensive Plan Compliance Review Request by ZA	\$500.00
ZONING ORDINANCE		
	Zoning Permit Application	\$100.00
	Sign Permit Application	\$100.00
	CoA Application (ARB)	\$100.00
	Request Consultation Meeting with ARB	\$50.00
	Appeal ARB CoA Determination to Town Council	\$500.00
	Appeal of Zoning Administrator to BZA	\$500.00
**	Variance Request to BZA	\$500.00
	Zoning Map Determination	\$200.00
**	Zoning Map Amendment	\$500.00
**	Rezoning Application (Change of Zoning District Category)	\$1,500.00

CATEGORY		FEES
**	Zoning Ordinance Text Amendment	\$500.00
**	Waiver of Zoning Ordinance Requirement Request to Town Council	\$500.00
**	Special Use Permit - New or Amended	\$750.00
	Site Plan Application or Re-submittal Application	Residential \$500.00 Non-residential \$1,500
	Site Plan Initial Review (Internal Zoning Administrator Review Only)	Residential \$250.00 Non-residential \$500.00
**	Site Plan Technical Reviews and Comment Coordination	Residential \$500.00* Non-residential \$1,500* *Plus \$100.00 per plan sheet
	As-Built Site Plan Review	\$1500.00
**	Site Plan On-Site Inspections	\$150.00 per site visit
SUBDIVISION ORDINANCE		
	Subdivision Application (1-3 lots) Over 3 lots add \$250.00 per lot.	\$1,000.00
	Lot Line Adjustment Plat / Lot Consolidation Plat / Vacation Plat	\$250.00
**	Subdivision Potential Research/ Plat Review	\$500.00
	Subdivision Site Plan Review Application or Re-submittal Subdivision Site Plan Review Application	\$1,500.00
**	Technical Reviews of Subdivision Site Plan (Development Plan or Construction Plan)	\$2,500.00 *Plus \$100.00 per plan sheet
**	Subdivision Text Amendment	\$500.00
**	Waiver of Subdivision Ordinance Requirement Request	\$500.00 Per Waiver
**	Concept or Sketch Plat Review Request	\$250.00
**	Preliminary Plat Review	\$1,500.00
**	Town Boundary Line Adjustment Request	\$2,500.00 per acre
PUBLICATIONS	Printed copies	
	Official Zoning Map	\$10.00
	Town Tax Map	\$10.00

CATEGORY		FEES
	Water Service Area Map	\$10.00
	Sewer Service Area Map	\$10.00
	Historic District Survey Map	\$10.00
	Comprehensive Plan	\$10.00
	Official Zoning Ordinance	\$10.00
	Official Subdivision Ordinance	\$10.00
	Site Plan Ordinance	\$10.00
	Historic District Guidelines	\$10.00 non-color copy
	DHR 2005 Historic District Survey	\$10.00
	Water Policies	\$10.00
	Sewer Policies	\$10.00
ADDITIONAL FEES		
**	May require Public Hearing and Notifications	
**	All fees include Signs and Notification to adjoining property owners meeting the requirements of the Zoning, Site Plan or Subdivision Ordinance and the Code of Virginia. the applicant shall be responsible for postage and copy costs that exceed the fee.	
**	The applicant shall be responsible for Public Hearing Advertisement costs, this includes any application that requires republication for any reason. A deposit is required and the applicant will be billed for actual costs with any overage of the deposit refunded to the applicant	Deposit of \$300.00
**	Consulting Fees and costs shall be paid for by the applicant for any agency, consultant used by the Architectural Review Board, Board of Zoning Appeals, Planning Commission or any application shall only be authorized to be engaged by the Zoning Administrator though an agreement with the Town Council. The Zoning Administrator shall, in writing, make the applicant aware of any fees associated with outside agencies or consultants.	
**	Waiver of any fees requires Town Council approval.	
**	Town Attorney review may be required for any application or request. Fees associated with the Town Attorney for application or request reviews shall not exceed \$1,000.00. The Zoning Administrator shall, in writing, make the applicant aware of any fees associated from the Town Attorney for an application or request.	
	Prior to issuance of any required permit and inspections, the applicant will pay for the full hourly	

CATEGORY		FEES
	cost that the Town Zoning Administrator charges to the Town. However, the Town will pay for the first four hours for any set of applications on a property (or on adjacent properties that are to be consolidated). "Set of applications" for purposes of this provision means all related applications on a property, including any modified or resubmitted application and any new application for a similar or complementary use.	
COPIES	Copies: Black and White (8.5"x11")	\$0.25
	Copies: Color (8.5"x11")	\$0.50
	Copies: Plan Sheets and Other (Actual cost from outside vendor)	Actual Cost

Adopted by roll call vote of the Town Council of Washington, Virginia on the 10th day of October, 2022 after due advertisement and the holding of a public hearing all in accordance with the statutes made and provided for such matters.

This ordinance shall be effective upon adoption.

MOTION: Gail Swift

SECONDED: Brad Schneider

AYE: Mayor Catlin, Jean Goodine, Brad Schneider, Gail Swift, Joe Whited

NAY: N/A

Date: October 10, 2022

Regular Meeting

TOWN OF WASHINGTON, VIRGINIA

BY: 

Fred Catlin, Mayor

ATTEST:


 Barbara Batson, Town Administrator/Clerk