



Town of Vienna

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Town Hall
127 Center Street South
Vienna VA, 22180

Legislation Text

File #: 16-143, Version: 1

Subject:

Public Hearing to consider amending Planning and Zoning Development Review Fees

EXPLANATION AND SUMMARY :

For the next fiscal year, beginning July 1, 2016, the Department of Planning and Zoning (DPZ) proposes increasing fees for variances, conditional use permits, occupancy permits, sign permits, driveways, Board of Architectural Review submissions, site plans, subdivisions, and rezoning cases. The proposed fees better reflect the time required by staff to review permits and zoning cases and are more comparable with fees of surrounding jurisdictions.

Vienna's fees have not been adjusted since 2011. The department established recommended changes based on the goal of covering a portion of the Town's cost to review development applications. The attached comparison from nearby jurisdictions illustrates that in no instance is Vienna the highest for any given fee, even considering proposed increases. The only significant increase was for rezoning applications, which previously was the lowest among other jurisdictions. The cost increase for rezonings reflects the substantial effort needed to process MAC projects. Unlike other jurisdictions, the proposed Vienna rezoning fee includes site plan review so that the cost of both reviews is still significantly below the combined fees of other jurisdictions. DPZ also will change the way that fees are calculated for residential and commercial building permits. Below is a table showing all proposed changes.

Type	Current Fee	Proposed Fee
Variance	\$300	\$500
Conditional Use Permit	\$400	\$500 (Res), \$1,000 (Commercial)
Occupancy Permits	\$50	\$75
Sign Permits	\$75 (+BAR \$100 exist/\$200 new)	\$95 (+BAR \$200 exist/\$300 new)
Driveway	\$40	\$75
Res. Building Permit	\$40 base + \$0.05/sf	\$550 NSFD, \$225(large add)\$75(all else)
Com. Building Permit	\$80 base + \$0.10/sf	\$100 base + \$0.15/sf
Site Plan	\$1,800 + \$30/1,000 building sf	\$2,000 + \$30/1,000 building sf
Rezoning	\$2,000	\$12,000
Subdivision	\$700 + \$30/lot	\$3,000 + \$150/lot

Note: Estimated additional revenue from the amended fee schedule is \$40,000

Departmental Recommendation : The Planning and Zoning Department recommends approval.

Finance Recommendation : During a budget work session, Council reviewed the proposal of a Planning and Zoning fee adjustment. An estimated \$40,000 was added to the budget in anticipation of an adjustment. Recommend approval.

Purchasing Recommendation : N/A

Town Attorney Recommendation : Per Virginia Code Section 15.2-2241(9), permit and zoning fees “shall in no instance exceed an amount commensurate with the services rendered taking into consideration the time, skill and administrator’s expense involved.” Town Council may conduct a public hearing and consider the proposed amendments to the Town’s Schedule of Fees in its discretion.

Town Manager’s Recommendation : I recommend the Town Council close the Public Hearing and that the Town Council move that it approves the proposed amendments to the Town Code as presented.

Cost and Financing: \$40,000 estimated revenue impact

Account Number: multiple revenue accounts

Decision Needed by This Date: 6/30/16

PROPOSED/SUGGESTED MOTION

“I move to close the Public Hearing.”

"I move that Town Council approve the proposed amendments to Town Code Section 1-12 as noted and direct the Town Clerk to advertise an intent to adopt the proposed amendments at the Town Council’s regular meeting of _____, 2016.

Or

Other action deemed necessary by Council.