



Town of Vienna

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Town Hall
127 Center Street South
Vienna VA, 22180

Legislation Text

File #: 16-196, Version: 1

Subject:

Intent to adopt proposed amendments to Section 1-12 of the Town Code to increase Planning and Zoning Development Review Fees.

EXPLANATION AND SUMMARY :

The Department of Planning and Zoning (DPZ) proposes amendments to Section 1-12 of the Town Code and 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)
Comm. Bldg. 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 : The Finance Department recommends approval.

Purchasing Recommendation : N/A

Town Attorney Recommendation : Town Council may approve and adopt the proposed amendments to Planning and Zoning fees in its discretion.

Town Manager's Recommendation : I recommend the Town Council approve the proposed amendments to the Planning and Zoning fees.

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

Account Number: multiple revenue accounts

Decision Needed by This Date: 8/22/16

PROPOSED/SUGGESTED MOTION

"I move that Town Council approve and adopt the proposed amendments to Section 1-12 of the Town Code to facilitate increasing Planning and Zoning Development Review Fees and authorize the Town Clerk to advertise a Notice of Adoption."

Or

Other action deemed necessary by Council.