

ORDINANCE NO. 26-1 (1)

AN ORDINANCE TO AMEND CHAPTER 1, GENERAL PROVISIONS, ARTICLE V, FEE SCHEDULE, OF THE CODE OF THE COUNTY OF ALBEMARLE, VIRGINIA

BE IT ORDAINED By the Board of Supervisors of the County of Albemarle, Virginia, that Chapter 1, General Provisions, Article V, Fee Schedule, is hereby amended and reordained as follows:

By Amending:

- Sec. 1-501 Building fees
- Sec. 1-502 Subdivision fees
- Sec. 1-503 Water Protection fees
- Sec. 1-504 Zoning fees
- Sec. 1-505 Miscellaneous fees

ARTICLE V FEE SCHEDULE

Sec. 1-501 Building fees.

- A. *Rules Applicable to Building Fees.* Any refunds of fees imposed under subsection (B) will be made as provided in Virginia Code § 13VAC5-63-70.
- B. *Building Fee Amounts.* Each of the following applications, permits, or activities is subject to the following fee(s):

Building—Alteration/Repairs of Structures in All Use Groups	\$0.23 per sq. ft. Minimum fee \$105
Building—Commercial Plan Review	\$0.05 up to 5,000 sq. ft plus \$0.04 per sq. ft. over 5,000. Minimum fee \$15
Building—Commercial Swimming Pool	\$415
Building—Commercial Temporary Certificate of Occupancy (Each 30 Days)	\$175
Building—Elevators, Escalators and Lifts	\$330
Building—Mobile/Prefabricated Homes	\$65
Building—New Commercial (including additions)	\$0.28 up to 5,000 sq. ft plus \$0.20 per sq. ft. over 5,000. Minimum fee \$105
Building—New Single-Family Residential (less than 1,500 sq. ft.)	\$575
Building—New Single-Family Residential (1,501—2,500 sq. ft.)	<u>\$1,150</u>
Building—New Single-Family Residential (2,501—3,500 sq. ft.)	<u>\$1,725</u>
Building—New Single-Family Residential (3,501—4,500 sq. ft.)	<u>\$2,300</u>
Building—New Single-Family Residential (4,501—7,500 sq. ft.)	<u>\$3,450</u>

Building—New Single-Family Residential (greater than 7,500 sq. ft.)	\$4,600
Building—Paint Spraying Booths	\$35
Building—Residential Accessory Structure (attached garages, detached garages, sheds, decks, and porches 10 sq. ft. or larger)	\$0.21 per square foot, calculated on gross finished square footage. The minimum fee is \$40
Building—Residential Plan Review	\$0.06 per sq. ft. Minimum fee \$10
Building—Tents and Residential Swimming Pools, Hot Tubs, or Spas	\$70
Building—Demolition Permit	\$125
Electric—Alarm Systems	\$0.05 per sq. ft. Minimum fee \$105
Electric—Commercial Plan Review	\$0.01 per sq. ft. Minimum fee \$15
Electric—Early Service	\$80
Electric—Mobile/Prefabricated Homes, Fuel Dispensing Pumps, Residential Accessory Structures, Service Change, Swimming Pool, Hot Tub, or Spa	\$40
Electric—Residential Plan Review	\$0.06 per sq. ft. Minimum fee \$10
Electric—Signs	\$65
Electric—Mobile/Prefabricated Homes, Fuel Dispensing Pumps, Residential Accessory Structures, Service Change, Swimming Pool, Hot Tub, or Spa (bonding and wiring separate fees)	\$40
Electric—Temporary Service	\$125
Electric- Additions/Alterations/Repairs	\$0.05 per sq. ft. Minimum fee \$105
Mechanical—Above Ground Tanks	\$140
Mechanical—Additions/Alterations/Repairs	\$0.05 per sq. ft. Minimum fee \$105
Mechanical—Commercial Plan Review	\$0.01 per sq. ft. Minimum fee \$15
Mechanical—Furnace/Woodstove/Gas Log System	\$85
Mechanical—Gas/Oil Lines	\$45
Mechanical—Range Hoods	\$35
Mechanical—Hood Suppression Systems, Mobile/Prefabricated Homes	\$40
Mechanical—New Commercial (including additions to existing)	\$0.05 per sq. ft. Minimum fee \$105
Mechanical—Residential Plan Review	\$0.06 per sq. ft. Minimum fee \$10
Mechanical—Underground Tanks	\$230
Other—Addition or Change in Contractor After Permit Is Issued	\$40
Other—Administrative Fee for Working Without A Permit	\$290
Other—Change of Building Occupancy Classification	\$200
Other—Code Modification Request (No Refund Allowed)	\$290
Other—Elevator Certificate	\$115 per elevator
Other—Group Home/Daycare/Adult Care Form, With No Inspection	\$85
Other—Permit Extension Request	\$85
Other—Permits, and Plan Amendments	\$40

Plumbing—Additions/Alteration/Repairs	\$11.50 per fixture Minimum fee \$105
Plumbing—Commercial Plan Review	\$2.07 per fixture; \$15 minimum
Plumbing—Mobile/Prefabricated Homes	\$40
Plumbing—Commercial (including additions)	\$11.50 per fixture Minimum fee \$105
Plumbing—Residential Accessory Structures	\$40
Plumbing—Residential Plan Review	\$0.06 per sq. ft. Minimum fee \$10
Plumbing—Sewer Laterals (unless the lines are included as part of a permit)	\$35
Plumbing—Water Lines (unless the lines are included as part of a permit)	\$35
Plumbing- Fire Suppression Systems (Sprinkler)	\$1.09 each head. Minimum fee \$105. Plus, plan review fee \$0.03 per sq. ft. Minimum fee \$85
Inspections—Building (Regular Reinspections) for each inspection performed after the second inspection of such work.	\$115
Inspections—Building Special Inspections (Unique structures such as bridges and towers, determined by Building Official)	\$115 per hour
Zoning—Inspection (each, preliminary or final)	\$30

(Ord. 23-1(1), 12-6-23), (Ord. 26-1(1), 4-22-2026, effective 1-1-27)

Sec. 1-502 Subdivision fees.

Each of the following applications, permits, or activities is subject to the following fee(s):

Bond Agreement with Surety—Establish, Amend, Replace, Reduce, or Release a Bond	\$330
Easement plat required with site plan or plat amendment	\$270
Easements—Plat(s) With A Deed	\$1,035
Easements—Plat(s) Without A Deed	\$665
Required Notice—Per notice	\$270 base fee (at time of application) plus the actual cost of first-class postage and advertisement, once determined.
Streets—Authorization for One Or More Private Streets Within a Subdivision	\$910
Private Road Plans	\$545
Public Road Plans	\$340
Streets—Waiver or Variation to Requirements	\$735
Subdivision—1 or more Special Lots, Boundary Line Adjustment	\$270
Subdivision—Additional Fee for Dam Break Inundation Zones	1.15% of total amount of payment required

	or \$1,150, whichever is less
Subdivision—Extension of Plat Approval	\$160
Subdivision—2 Lots and Family Subdivision	\$935
Preliminary or Final Subdivision (each)—3 or more lots	\$1,495
Subdivision—Vacation of a Plat or Part Thereof	\$330
Subdivision—Variation or Exception	\$1,125

(Ord. 23-1(1), 12-6-23), (26-1(1), 4-22-2026, effective 1-1-27)

Sec. 1-503 Water protection fees.

A. *Rules Applicable to Water Protection Fees.* The following rules apply to the fees imposed under subsection (B):

1. Virginia Erosion and Stormwater Management Program (VESMP):

Payment of fees.

- a. *Transfer or modification.* Each owner required to pay the transfer or modification fee as provided in this Article, must pay the fee, upon submittal of the application to transfer or modify.
- b. *Annual maintenance fee.* Each owner must pay the maintenance fee annually to the County until a notice of termination is effective. The maintenance fee will be billed in arrears and is due by April 1 of each year. On the first April 1 after the land disturbing activity has begun, this fee will be prorated on a monthly basis, and the full fee will be due by April 1 of each year thereafter. The final fee will be prorated on a monthly basis based on the date of permit termination.

2. *Use of Water Protection fees.* The fees imposed under subsection (B) will be used solely to carry out the County's responsibilities under the Virginia Erosion and Stormwater Management Act, the applicable regulations in 9VAC25-830 through 9VAC25-890, and any other applicable standards and specifications.

3. *Late payments.* Any late payment will be subject to interest at the underpayment rate provided in Virginia Code § 58.1-15 and will be calculated on a monthly basis at the applicable periodic rate. A ten percent late payment fee will be charged to any account more than 90 days past due.

4. *Remedies.* The County may pursue any remedies provided by State law to collect any past due amount. In addition, the County or the program administrator may pursue the remedies provided in County Code §§ 17-900*et seq.*, including revocation of any approval.

B. *Water Protection Fee Amounts.* Each of the following applications, permits, or activities is subject to the following fee(s):

Virginia Erosion and Stormwater Management Program (VESMP) exempt from water quantity and water quality technical criteria—Disturbed area less than 1 acre	
Plan review and land-disturbance permit or each amendment	\$275
Annual Maintenance	\$265
VESMP exempt from water quantity and water quality technical criteria Disturbed greater than one acre	
Plan review and land-disturbance permit or each amendment	\$650
Annual Maintenance	\$390
Single-Family (SF)—Land disturbing activity pertaining to a sole single-family detached dwelling (including within a common plan of development) with less than 5 acres of land disturbance	
Plan review, land-disturbance permit, and first year annual maintenance or each amendment	\$270

Annual Maintenance, starting with the second year	\$270
VESMP—Small construction activity or land clearing that is less than 10,000sf within a common plan of development or is equal to or greater than 10,000sf and less than 1 acre	
Plan Review and Land-disturbance permit	\$270
Transfer or Modification	\$140
Annual Maintenance	\$185
VESMP—Small construction activity or land clearing that is equal to or greater than 1 acre and less than 5 acres	
Plan Review and Land-disturbance permit	\$2,535
Transfer or Modification	\$260
Annual Maintenance	\$1,760
VESMP—Large construction activity or land clearing that is equal to or greater than 5 acres and less than 10 acres	
Plan Review and Land-disturbance permit	\$3,190
Transfer or Modification	\$330
Annual Maintenance	\$2,215
VESMP—Large construction activity or land clearing that is equal to or greater than 10 acres and less than 50 acres	
Plan Review and Land-disturbance permit	\$4,225
Transfer or Modification	\$390
Annual Maintenance	\$2,935
VESMP—Large construction activity or land clearing that is equal to or greater than 50 acres and less than 100 acres	
Plan Review and Land-disturbance permit	\$5,725
Transfer or Modification	\$585
Annual Maintenance	\$3,980
VESMP—Large construction activity or land clearing that is equal to or greater than 100 acres	
Plan Review and Land-disturbance permit	\$9,010
Transfer or Modification	\$915
Annual Maintenance	\$6,255
Other Services	
Amendment to Approved Plan	\$260 per review
Bond Agreement with Surety—Establish, Amend, Replace, Reduce, or Release a Bond	\$330
Construction record drawings review	\$390
Exception	\$310 each
Re-inspection pertaining to a single-family dwelling	\$195 for the first and \$310 for each subsequent reinspection
Re-inspection not pertaining to a single-family dwelling	\$330 for the first and \$445 for each subsequent reinspection
Review of mitigation plan pertaining to a land disturbing activity in a stream buffer	\$195
Stream Determination	\$370
Variation	\$195 each

(Ord. 23-1(1), 12-6-23; Ord. 24-1(1), 6-5-24); (Ord. 26-1(1), 4-22-2026, effective 1-1-27))

Sec. 1-504 Zoning fees.

A. *Rules Applicable to Zoning Fees.* The following rules apply to the fees imposed under subsection (B):

1. *Calculation of fees in special circumstances.* In the following special circumstances, the fee(s) required by subsection (B) will be calculated as follows:
 - a. *Simultaneous review of special use permit for outdoor display and sales and supporting initial site plan.* The applicant must pay the fee for the special use permit, but not the fee for the initial site plan for outdoor display and sales, when simultaneous review of both the special use permit application and a supporting initial site plan is required.
 - b. *Multiple special use permits to establish a single use.* If multiple special use permits are required to establish a single use, the applicant must pay only the largest single fee for a special use permit for all of the special use permit applications.
 2. *Pre-existing use fee waiver.* If an applicant applies for a special use permit, the applicable fee will be waived provided that the following conditions are met:
 - a. The use applied for does not conform to the zoning prescribed for the district in which the use is situated;
 - b. A business license was issued by the county for the applied-for use; and
 - c. The holder of the business license has operated continuously in the same location for at least 15 years and has paid all real estate, business license, and personal property taxes related to the use.
- B. *Zoning Fee Amounts.* Each of the following applications, permits, or activities is subject to the following fee(s):

Architectural Review Board (ARB)—Minor Board review (Building permits, major amendment)	\$805
ARB—Minor Staff Review of County Wide Certificates of Appropriateness (Fencing, Equipment, Lighting)	\$305
ARB—Major Staff Review of County-wide certificate of appropriateness (CWCA) (Additions to ARB-approved buildings, Building permits (per review), Minor amendments, Personal Wireless Service Facilities, structures 750 ft or more from EC not taller than 5 stories or located behind a structure that fronts the EC, Other CWCA)	\$620
ARB—Major Board review (Conceptual plan; advisory review; preliminary, initial or final site plan)	\$1,365
Entrance Corridor—Resubmittal of Any Sign	\$75
Entrance Corridor—Review of any Sign	\$150
Bond Agreement with Surety—Establish, Amend, Replace, Reduce, or Release a Bond	\$330
Board of Zoning Appeals—Variance and Special Use Permit	\$680
Floodplain—Floodplain Impact Plan Review or Letter of Map Amendment (LOMA) (topographic plan with floodplain model)	\$410
Floodplain—Letter of Map Change review (topographic plan only)	\$200
Groundwater Assessment—Tier I	\$70
Groundwater Assessment—Tier II	\$450
Groundwater Assessment—Tier III	\$695
Groundwater Assessment—Tier IV	\$1,495

Zoning Determination	\$255
Required Notice (per notice)	\$270 base fee (at time of application) plus the actual cost of first-class postage and advertisement, once determined
Sign Permits—Architectural Review Board not required (Temporary Signs)	\$35
Sign Permits—Architectural Review Board required	\$160
Site Development Plan—Additional Fee for Dam Break Inundation Zones	1.15% of total amount of payment required or \$1,150, whichever is less
Site Development Plan—Initial Site Plan, Final Site Plan, Major Amendment and Exception to Drawing Site Plan	\$2,040
Site Development Plan—Letter of Revision	\$140
Site Development Plan—Preapplication Plan and Minor Amendment	\$680
Special Exception	\$1,125
Tier II Personal Wireless Service Facility	\$2,480
Site Development Plan—Variation or Exception Under County Code Section 18-32.3.5	\$1,125
Special Use Permit Minor—Home occupation, class B and Day care center	\$1,365
Special Use Permit—Farmer's Market	\$150
Special Use Permit—All Other Special Use Permits and SUP Amendment (fee includes application and first resubmittal)	\$2,720
Special Use Permit—Deferral of Scheduled Public Hearing at Applicant's Request	the actual cost of first-class postage and advertisement, as applicable
Special Use Permit—Telecommunications, Solar	\$2,720
Special Use Permit—For each Resubmittal after the First	\$680
Zoning Clearance—Home Occupations	\$35
Zoning Clearance—All other uses	\$70
Zoning Clearance—Homestay	\$140
Zoning Clearance—Temporary fundraising activity	No Charge
Zoning Map Amendment—Amendment Pertaining to Proffers which Do Not Affect Use or Density	\$580 application fee plus \$270 notice base fee (at time of application) plus the additional cost of first-class postage and advertisement, once determined.
Zoning Map Amendment—Deferral of Scheduled Public Hearing at Applicant's Request	the actual cost of first-class postage and advertisement, as applicable.
Zoning Map Amendment—Resubmittal and Reapplication of a withdrawn application	\$1,700
Zoning Map Amendment—(Fee includes initial application and first resubmittal)	\$3,405

(Ord. 23-1(1), 12-6-23); (Ord. 26-1(1), 4-15-2026, effective 1-1-27))

Sec. 1-505 Miscellaneous fees.

Each of the following applications, permits, or activities is subject to the following fee(s):

Appeal—Board of Building Appeals	\$405
Appeal—Board of Supervisors	\$405
Appeal—Board of Zoning Appeals	\$405
Appeal—County Engineer Determination	\$405
ACSJA—Amend Service Authority Jurisdictional Area	\$150
Agricultural and Forest District—Withdrawal from Local or State District	\$290
Short Term Rental Registry	\$35
Technology Surcharge—Additional Fee charged as a percentage of each fee (Does not apply to required notices in County Code Chapters 14 and 18, State Permit Issuance Fee, and Dam Break Inundation Zone)	4%

(Ord. 23-1(1), 12-6-23); (Ord. 26-1(1), 4-22-2026, effective 1-1-27))

This ordinance will be effective on and after January 1, 2027

I, Claudette K. Borgersen, do hereby certify that the foregoing writing is a true, correct copy of an Ordinance duly adopted by the Board of Supervisors of Albemarle County, Virginia, by a vote of _____ to _____, as recorded below, at a regular meeting held on April 22, 2026.

Clerk, Board of County Supervisors

	<u>Aye</u>	<u>Nay</u>
Mr. Gallaway	_____	_____
Ms. Duncan	_____	_____
Ms. LaPisto-Kirtley	_____	_____
Ms. Mallek	_____	_____
Mr. Missel	_____	_____
Mr. Pruitt	_____	_____