

**RESOLUTION NO. 2944**

**WHEREAS**, under section 11-104 of The Zoning Ordinance of the City of Alexandria, as amended, provides that the director shall by general rule approved by City Council establish a schedule of fees required for each application for development approval to be paid at the time an application is submitted; and

**WHEREAS**, the director and City Council have determined that the fee schedule is in need of amendment and adjustment.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ALEXANDRIA, VIRGINIA**

1. That the fee schedule attached hereto, entitled Department of Planning & Zoning Fee Schedule, is deemed to contain fair and appropriate fees; and
2. That said fee schedule shall be, and hereby is, approved and incorporate by reference in this resolution, and shall, until amended or rescinded, set forth the fees to be charged by the City of Alexandria Department of Planning and Zoning, beginning July 1, 2020; and
3. To the extent that these rates differ from those in Resolutions 2770 and 2821, those provisions of Resolutions 2770 and 2821 are hereby repealed; and
4. That this resolution shall become effective July 1, 2020.

Adopted: April 29, 2020

  
**JUSTIN M. WILSON MAYOR**

ATTEST:

  
Gloria A. Sitton, CMC City Clerk

**Department of Planning and Zoning Fee Schedule  
Effective July 1, 2020**

<b>Land Use and Development/Planning Commission</b>		
<b>Fee Type</b>		<b>Fee Amount</b>
Special Use Permits (SUP)*	SUP requiring hearing by Planning Commission and City Council	575
	Administrative SUP - Change of Ownership	250
	Administrative SUP - Amendment & New Use	325
	Admin SUP for Outdoor Display	125
	Non Profit, Child Care, Single Family Residential Uses and Parking Reductions	325
	SUPs with Development Cases, Coordinated Sign Programs and Request for Increase in Density	1,075
Encroachment (ENC)		500
Vacation (VAC)		500
Preliminary Subdivision (SUB) Including subdivisions with a DSUP application.	Less than 10 lots	2,000 plus 500/lot
	More than 10 lots	3,000 plus 500/lot
Final Subdivision (SUB) Including subdivisions with a DSUP application.	Less than 10 lots	1,000 plus 500/lot
	More than 10 lots	2,000 plus 500/lot
	Each review beyond 2nd submission	250
Development Site Plan(DSP)* Development Special Use Permit(DSUP)*		(DSUP) 3,300 plus 15/100sf (DSP) 3,300 plus 15/100sf maximum 80,000 for DSUP maximum 80,000 for DSP <b>Plus an additional 5.2% of the total calculated fees.</b>
	Resubmission beyond 1st completeness	additional 2,000
	Revised application	additional 500
	Deferred application	additional 500
Each SUP requested with a DSUP or DSP*		1,075
Development Site Plan/SUP Amendment and Extensions		2,104
	With request for additional floor area	2,000 plus 10/100sf
Final Site Plan Reviews*	First submission	3,300 plus 15/100sf maximum 80,000 <b>Plus an additional 5.2% of the total calculated fees.</b>
	Each review beyond 2nd submission	2,104
CDD Concept Plan*		3,300 plus 15/100sf of site area maximum 80,000 <b>Plus an additional 5.2% of the total calculated fees.</b>
CDD Concept Plan Amendment*	Minor Amendment	No Charge
	Medium Amendment	Original fee up to a max of 15,000 <b>plus an additional 5.2% of the total calculated fees.</b>
	Full Amendment	Original fee up to a max of 30,000 <b>plus an additional 5.2% of the total calculated fees.</b>
Transportation Management Plan SUP*		120/1,000sf of site area maximum 60,000 <b>Plus an additional 5.2% of the total calculated fees.</b>
Transportation Management Plan SUP Amendment*	Minor Amendment	No Charge
	Medium Amendment	Original fee up to a max of 15,000 <b>plus an additional 5.2% of the total calculated fees.</b>
	Full Amendment	Original fee up to a max of 30,000 <b>plus an additional 5.2% of the total calculated fees.</b>
Rezoning*		3,000 plus 300 per each 1/2 acre over 1 acre <b>Plus an additional 5.2% of the total calculated fees.</b>

**Department of Planning and Zoning Fee Schedule**  
**Effective July 1, 2020**

Master Plan Amendment*		3,000 plus 300 per each 1/2 acre over 1 acre Plus an additional 5.2% of the total calculated fees.
Appeal of Site Plan, Subdivision and Chesapeake Bay Issues to City Council**		150
As-Built Site Plan	Inspection and Processing	\$1,000
Bond Review & Processing	Total value \$20,000 or greater	\$2,000
Bond Review & Processing - Reduction in the bonded amount	Total value \$20,000 or greater	\$1,000
<b>Historic Preservation/Board of Architectural Review</b>		
	<b>Fee Type</b>	<b>Fee Amount</b>
Administrative Approvals*	Residential	110
	Non Residential	185
	Signs	110
Capsulation or Partial Demolition of over 25 sq. ft. of exterior building Roof, Wall, or Surface*	Residential	135
	Non Residential	535
	with DSP/DSUP	2,535
Complete or Partial Demolition of Less than 250 gross sq. ft. of Floor Area*	Residential	135
	Non Residential	1,035
	with DSP/DSUP	2,035
Complete or Partial Demolition of 250 or more gross sq. ft. of Floor Area of any structure (regardless of visibility)*	Residential	1,035
	Non Residential	2,535
	with DSP/DSUP	10,035
New Buildings*	Residential	1,235 plus \$1/sf
	Non Residential	2,035 plus \$1/sf
	with DSP/DSUP	5,035 plus \$1/10sf
Addition or Accessory Structure with less than 250 gross sq. ft. of Floor Area*	Residential	135
	Non Residential	535
	with DSP/DSUP	1,535
Addition or Accessory Structure with 250 or more gross sq. ft. of new Floor Area*	Residential	1,035 plus \$1/sf
	Non Residential	1,635 plus \$1/sf
	with DSP/DSUP	3,035 plus \$1/10sf
Alterations with no increase in floor area*	Residential	135
	Non Residential	335
	with DSP/DSUP	1,535
Waiver (Yard, Vision Clearance, HVAC Screens, or Fence height, etc., not otherwise part of a pending BAR application) *	Residential	135
	Non Residential	235
	with DSP/DSUP	1,035
Signs requiring BAR Hearing*	Residential	n/a
	Non Residential	285
	with DSP/DSUP	2,535
Minor Amendment to Plans Previously Approved by the BAR*	Residential	185
	Commercial	335
	with DSP/DSUP	535
BAR Re-approval of Previously Approved Expired Plans (with no substantial changes) *	Residential	135
	Commercial	335
	with DSP/DSUP	535
Appeal to City Council **		200
Revised applications beyond the 2nd review		150
Deferral beyond the 2nd hearing		150
<b>Zoning Services/Board of Zoning Appeals</b>		
	<b>Fee Type</b>	<b>Fee Amount</b>
Variance/Special Exception*	Residential	335
	Commercial	785
	Commercial/Industrial	1,035
Zoning Compliance Letter		500
Zoning Determination Letter		500
Appeal to the BZA*		385
King Street Outdoor Dining		100 plus \$1.50/sf of public land
Retail Pedestrian Wayfinding - 12 panel	Annual fee	200
Retail Pedestrian Wayfinding - 6 panel	Annual fee	225
Panel Update - Existing Business		50
Commercial Antenna Fee*	with DSP/DSUP	315
	Installation on an existing structure	1,995
	Construction of a tower or monopole	5,250
<p>* Includes review fees for the Office of Building and Fire Code Administration. An additional \$75 has been added to SUP and preliminary development site plan fees. An additional \$200 has been added to development SUP fee. A 5.2% fee has been added to cases associated with development. An additional \$35 has been added to the fees for Variance/Special Exception fees and all Historic Preservation/BAR fees.</p> <p>**The fee for Appeals to City Council is collected by the City Clerk's Office upon filing an application.</p>		