

MOTION:

**May 10, 2022
Regular Meeting
Res. No. 22-**

SECOND:

RE: APPROVE – MINUTES – APRIL 26, 2022

ACTION:

WHEREAS, on April 26, 2022, at 7:30 p.m., the Prince William Board of County Supervisors convened its regular meeting in the Board's chamber, located in the James J. McCoart Administration Building, One County Complex Court, Prince William, Virginia; and

WHEREAS, the Prince William Board of County Supervisors conducted business in accordance with a published agenda dated April 26, 2022;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Board of County Supervisors hereby approves the minutes of April 26, 2022.

Votes:

Ayes:

Nays:

Absent from Vote:

Absent from Meeting:

ATTEST: _____
Clerk to the Board

MOTION: BAILEY

**April 26, 2022
Regular Meeting
Res. No. 22-226**

SECOND: VEGA

**RE: APPROVE REQUEST TO PARTICIPATE REMOTELY THROUGH ELECTRONIC
COMMUNICATION MEANS**

ACTION: APPROVED

WHEREAS, the Prince William Board of County Supervisors (Board) adopted a policy in its Rules of Procedure pursuant to Section 2.2-3708.2, VA Code Ann., to allow for remote participation by Members of the Board; and

WHEREAS, in accordance with the Board's policy, Supervisor Boddye notified the Chair that the Member is requesting permission from the Board to electronically participate at the Board's April 26, 2022 meeting; and

WHEREAS, Supervisor Boddye certified that (*check A or B*):

A. X the Member is unable to attend the meeting due to (i) a temporary or permanent disability or other medical condition that prevents the Member's physical attendance or (ii) a family member's medical condition that requires the member to provide care for such family member, thereby preventing the member's physical attendance; OR

B. ____ the Member is unable to attend the meeting due to the following specifically identified personal matter;

AND the Member has not already participated electronically due to a personal reason in excess of two meetings this calendar year, or 25 percent of meetings held per calendar year rounded up to the next whole number, whichever is great; and

WHEREAS, the remote location from which Supervisor Boddye plans to electronically participate is his personal residence; and this remote location will not be open to the public; and

WHEREAS, Supervisor Boddye has verified that his participation in any closed session of the meeting shall remain confidential and not be disclosed to any unauthorized persons or entities; and

WHEREAS, pursuant to the Board's policy, a request for electronic participation from a remote location shall be approved unless participation violates the Board's policy or any provisions of the Virginia Freedom of Information Act;

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NOW, THEREFORE, BE IT RESOLVED that the Prince William Board of County Supervisors hereby approves the request to participate in the meeting through electronic communication means in accordance with the Board's policy; a quorum of the Board was physically assembled at one primary or central meeting location; and arrangements were made for the voice of the Member to be heard by all persons at the primary or central meeting location.

Votes:

Ayes: Angry, Bailey, Candland, Franklin, Lawson, Vega, Wheeler

Nays: None

Absent from Vote: Boddye

Absent from Meeting: None

For Information:

County Attorney

ATTEST: _____

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Clerk to the Board

MOTION: ANGRY

SECOND: BAILEY

RE: AUTHORIZE CLOSED MEETING

ACTION: APPROVED

**April 26, 2022
Regular Meeting
Res. No. 22-227**

WHEREAS, the Prince William Board of County Supervisors desires to consult with legal counsel and staff and discuss in Closed Meeting the following matters:

- Consultation with legal counsel and briefings by staff members pertaining to discussion or consideration of the disposition of publicly held real property, parklands, with the accompanying consultation with legal counsel and briefings by staff members regarding specific legal matters requiring the provision of legal advice by such counsel, with the accompanying legal advice on land use law, where consultation, briefing or discussion in an open meeting would adversely affect the bargaining position, litigating posture, or negotiating strategy of the public body, (Section 2.2-3711(A) (3) and (8)); and
- Consultation with legal counsel and briefings by staff members pertaining to discussion or consideration of the acquisition of real property for public purposes, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; with the related discussion concerning an economic development item regarding expansion of prospective business or industry where no previous announcement has been made of the business' or industry's interest in expanding their facilities in the County, along with the related discussion or consideration of the investment of public funds for the economic development matter where competition or bargaining is involved, where, if made public initially, the financial interest of the County would be adversely affected, and where discussion in an open meeting would adversely affect the litigating posture, bargaining position, or negotiating strategy of the public body, (Section 2.2-3711(A) (3), (5) and (6)); and

WHEREAS, pursuant to Section 2.2-3711(A) (3), (5), (6), and (8), VA Code Ann., such discussions may occur in Closed Meeting;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Board of County Supervisors hereby authorizes discussion of the aforestated matters in Closed Meeting.

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Res. No. 22-227
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Votes:

Ayes: Angry, Bailey, Boddye, Candland, Franklin, Lawson, Vega, Wheeler

Nays: None

Absent from Vote: None

Absent from Meeting: None

For Information:

County Attorney

ATTEST: _____

A handwritten signature in blue ink that reads "Andrea P. Madden". The signature is written in a cursive, flowing style.

Clerk to the Board

MOTION: VEGA

**April 26, 2022
Regular Meeting
Res. No. 22-228**

SECOND: LAWSON

RE: ADOPT THE REAL ESTATE TAX RATE OF \$0.96 PER \$100 OF ASSESSED VALUE AS THE FISCAL YEAR 2023 (TAX YEAR 2022) REAL PROPERTY TAX LEVY

ACTION: FAILED

WHEREAS, Supervisor Vega desires to set the real estate tax levy at \$0.96 per \$100 of assessed value;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Board of County Supervisors hereby adopts the real estate tax rate of \$0.96 per \$100 of assessed value as the Fiscal Year 2023 (Tax Year 2022) real property tax levy.

Votes:

Ayes: Candland, Lawson, Vega

Nays: Angry, Bailey, Boddye, Franklin, Wheeler

Absent from Vote: None

Absent from Meeting: None

ATTEST: _____



Clerk to the Board

MOTION: LAWSON

**April 26, 2022
Regular Meeting
Res. No. 22-229**

SECOND: CANDLAND

**RE: ADOPT THE REAL ESTATE TAX RATE OF \$0.993 PER \$100 ASSESSED VALUE AS THE
FISCAL YEAR 2023 (TAX YEAR 2022) REAL PROPERTY TAX LEVY**

ACTION: FAILED

WHEREAS, Supervisor Lawson desires to set the real estate tax levy at \$0.993 per \$100 of assessed value to achieve, on average, a flat tax bill;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Board of County Supervisors hereby adopts the real estate tax rate of \$0.993 per \$100 of assessed value as the Fiscal Year 2023 (Tax Year 2022) real property tax levy.

Votes:

Ayes: Candland, Lawson, Vega

Nays: Angry, Bailey, Boddye, Franklin, Wheeler

Absent from Vote: None

Absent from Meeting: None

ATTEST: _____



Clerk to the Board

MOTION: ANGRY

**April 26, 2022
Regular Meeting
Res. No. 22-230**

SECOND: BODDYE

RE: ADOPT FISCAL YEAR 2023 REAL ESTATE PROPERTY TAX LEVY, FIRE LEVY, PERSONAL PROPERTY TAX LEVIES, BUSINESS, PROFESSIONAL AND OCCUPATIONAL LICENSE TAX LEVIES, MOTOR VEHICLE LICENSE TAX LEVIES, PERSONAL PROPERTY TAX RELIEF, SPECIAL DISTRICT LEVIES, AND PARKS, RECREATION AND TOURISM FEES TO SUPPORT THE FISCAL YEAR 2023 ALL FUNDS BUDGET

ACTION: APPROVED

WHEREAS, the public hearing regarding the Fiscal Year 2023 real property tax levy was duly advertised on March 10, 2022, and held on April 12, 2022; and

WHEREAS, the public hearings regarding the remaining Fiscal Year 2023 tax levies were duly advertised on March 10 and 17, 2022, and held on April 12, 2022, and the public hearings regarding the Parks, Recreation, and Tourism fees were advertised on March 10 and 17, 2022, and held on April 12, 2022; and

WHEREAS, the Director of Finance has determined that due to the economic impacts of COVID-19, supply chain shortages and unusual inflationary pressures, vehicles have appreciated in value beyond what could be considered fair market value based on data received from the National Automobile Dealers Association (NADA) pricing guide; and

WHEREAS, the Prince William Board of County Supervisors concurs with the Director of Finance and is interested in providing temporary personal property tax relief to residents by utilizing a ratio of a vehicle's assessed value when calculating the personal property tax in order to mitigate significant temporary increases in assessed values for vehicles since last year;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Board of County Supervisors hereby adopts the real estate tax rate of \$1.030 per \$100 of assessed value as the Fiscal Year 2023 (Tax Year 2022) real property tax levy;

BE IT FURTHER RESOLVED that in compliance with Titles 58.1 and 27, VA Code Ann., the Prince William Board of County Supervisors hereby adopts the fire levy rate of \$0.0750 per \$100 valuation for Fiscal Year 2023 (Tax Year 2022) on all real estate and restricts these funds for fire and rescue purposes;

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BE IT FURTHER RESOLVED that the Prince William Board of County Supervisors hereby adopts the following Fiscal Year 2023 (Tax Year 2022) special levies at a rate per \$100 valuation on all real estate and restricts these funds for the special levy districts as follows:

Mosquito and Forest Pest Management Service District	\$0.0025
Bull Run Mountain Service District	\$0.0950
Lake Jackson Sanitary and Service District	\$0.1500
234 Bypass Transportation Improvement District	\$0.0200
Prince William Parkway Transportation Improvement District	\$0.0000

BE IT FURTHER RESOLVED that the Prince William Board of County Supervisors hereby adopts the following Fiscal Year 2023 personal property tax levies at a rate per \$100 valuation:

Tangible Personal Property:

General classification of tangible personal property and all other classifications of tangible personal property except for those set forth below;	\$3.70
Programmable computer equipment and peripherals employed in a trade or business	\$1.65
Computer equipment and peripherals used in a data center	\$1.65
Tangible personal property used in a research and development business	\$1.00
Manufactured homes	\$1.03
Watercraft and boats pursuant to §58.1-3506(A)(1)(a), (1)(b), (12), (28), (29), (35) and (36), VA Code Ann.	\$0.00001
Aircraft pursuant to §58.1-3506(A)(2), (3), (4) and (5), VA Code Ann.	\$0.00001
Farm machinery as defined in §58.1-3505, VA Code Ann.	\$0.00001
Privately-owned vans with a seating capacity of not less than seven nor more than fifteen persons, including the driver, used exclusively pursuant to a ridesharing arrangement	\$0.00001
One vehicle owned or leased by a volunteer emergency medical services agency member who regularly responds to calls or regularly performs other duties for the agency or fire department	\$0.00001
One vehicle owned or leased by an auxiliary volunteer fire department or volunteer emergency medical services agency member who regularly performs duties for the fire department or agency, and the motor vehicle identified is regularly used for such purpose	\$0.00001
Vehicles specially equipped to transport physically handicapped individual persons	\$0.00001
Certain personal property owned by elderly and handicapped persons	\$0.00001
Privately-owned camping and travel trailers used for recreational purposes, and privately-owned trailers designed and used for the transportation of horses	\$0.00001
Privately-owned motor homes used for recreational purposes only	\$0.00001

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Machinery and Tools:

Machinery and tools used in manufacturing, mining, water well drilling, processing or reprocessing, radio or television broadcasting, dairy, dry cleaning or laundry business and all other classifications of machinery and tools except for those set forth below;	\$2.00
Heavy construction machinery used in a business	\$3.70

BE IT FURTHER RESOLVED that the Prince William Board of County Supervisors hereby adopts the following Fiscal Year 2023 (Tax Year 2022) business, professional and occupational license tax levies at a rate per \$100 of gross receipts for all categories except wholesale merchants, which is at a rate per \$100 of gross purchases, as they appear in Section 11.1-17 and Section 11.1-20 of the Prince William County Code:

Business, Personal, Repair & Other Services	\$0.21
Contractors, Builders, Developers	\$0.13
Financial Services	\$0.33
Hotels, Motels and Lodging Facilities	\$0.26
Professional Services	\$0.33
Public Utilities-Electric and Natural Gas-per Section 11.1-18 of the PWC Code	\$0.50
Public Utilities-All Others-per Section 11.1-18 of the PWC Code	\$0.29
Real Estate Services	\$0.33
Retail Merchant	\$0.17
Wholesale Merchant	\$0.05
Funds received by a person, firm, or corporation designated as the principal or prime contractor for identifiable federal appropriations for research and development services as defined by Section 11.1-17(a)(9) of the PWC Code	\$0.03

BE IT FURTHER RESOLVED that the Prince William Board of County Supervisors hereby adopts the following Fiscal Year 2023 (Tax Year 2022) motor vehicle license tax rates as they appear in Section 13-78 of the Prince William County Code:

Automobiles, trucks and motor homes (any weight)	\$33.00
Motorcycles	\$20.00
Trailers	\$0.00

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BE IT FURTHER RESOLVED that the Prince William Board of County Supervisors hereby adopts the following Fiscal Year 2023 (Tax Year 2022) personal property tax relief for qualifying vehicles as defined in Section 58.1-3523, VA Code Ann.:

Percentage Credit Applied Against the Personal Property Tax Amount Otherwise Due for Qualifying Vehicles:

Assessed value of \$1,000 or less	100.0%
Assessed value between \$1,001 and \$20,000	45.0%
Assessed value over \$20,000 with such percentage applied as a credit to the first \$20,000 of assessed value	45.0%

BE IT FURTHER RESOLVED that the Prince William Board of County Supervisors hereby concurs, in accordance with Section 58.1-3503(B), VA Code Ann., that the 2022 personal property tax assessment of vehicles, as defined by Section 58.1-3503(A)(3), Section 58.1-3503(A)(4), and Section 58.1-3503(A)(10), VA Code Ann., will utilize an 80% ratio against the assessed value according to the NADA pricing guide in order to offset recent and temporary appreciation in automobile values;

BE IT FURTHER RESOLVED that the Prince William Board of County Supervisors hereby directs that the use of the personal property tax assessment ratio shall apply retroactively and be effective as of January 1, 2022, and expire and no longer be in effect after December 31, 2022;

BE IT FURTHER RESOLVED that the Prince William Board of County Supervisors hereby adopts the attached Fiscal Year 2023 Parks, Recreation, and Tourism Fees Schedule; however, the fees may not increase above the “not to exceed” rate adopted by the Prince William Board of County Supervisors in any given year.

ATTACHMENT: Prince William County Department of Parks, Recreation, and Tourism FY23 Fee Schedule

Votes:

Ayes: Angry, Bailey, Boddye, Franklin, Wheeler

Nays: Candland, Lawson, Vega

Absent from Vote: None

Absent from Meeting: None

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For Information:

Finance Director
Management and Budget Director

ATTEST: _____

Handwritten signature of Andrea P. Madden in blue ink, written over a horizontal line.

Clerk to the Board

Prince William County
Department of Parks, Recreation & Tourism
Proposed FY23 Fee Schedule

SERVICE CATEGORY/DESCRIPTION	APPROVED FY22 Fees <i>Not to exceed</i>	PROPOSED FY23 Fees <i>Not to exceed</i>
AQUATIC FACILITIES & SWIM PROGRAMS		
BIRCHDALE/HAMMILL MILL/GRAHAM PARK POOLS		
Children under 2 years	FREE	FREE
Daily admission youth 3 – 17 yrs	\$5.00	\$5.00
Daily admission Adult	\$5.25	\$5.25
Daily admission Senior, 60+ yrs	\$4.25	\$4.25
Evening discount rate after 4pm all ages	\$3.00	\$3.00
Group Discount (20+)	\$4.50	\$4.50
VETERANS PARK POOL		
Children under 2 years	FREE	FREE
Daily admission youth 3 – 17 yrs	\$6.50	\$7.00
Daily admission Adult	\$6.75	\$7.25
Daily admission Senior, 60+ yrs	\$6.00	\$6.50
Evening discount rate after 4pm all ages	\$5.50	\$6.00
Group Discount (20+)	\$6.25	\$6.75
WATERWORKS WATERPARK		
Children under 2 years	Free	Free
Under 48"	\$9.50	\$9.50
Over 48"	\$10.25	\$10.25
Senior rate (60+ yrs)	\$9.25	\$9.25
After 4 pm discount all ages Mon- Fri only, no Holidays	\$9.00	\$9.00
20 Punch Card Pass (after 4pm or family of 4)	\$170	\$170
Group Discount (20+)	\$7.75	\$7.75
Parent/Tot Play Date 1.5 hrs	\$6.75	\$6.75
Exclusive Afterhours Rentals	\$600/hr	\$600/hr
Pavilion Rentals	\$100/hr	\$100/hr
Standard Birthday Party	\$375	\$375
Bounce n' Splash Party	\$425	\$425
SPLASHDOWN WATERPARK		
Children under 2 years	FREE	FREE
Under 48"	\$13.50	\$13.50
Over 48"	\$17.50	\$17.50

SERVICE CATEGORY/DESCRIPTION	APPROVED FY22 Fees <i>Not to exceed</i>	PROPOSED FY23 Fees <i>Not to exceed</i>
After 3pm (Mon-Fri)	\$12.25	\$12.25
Individual Season Pass	\$130.00	\$130.00
Parent/Tot Play Date 1.5 hrs	\$7.00	\$7.00
Pavilion Rentals	\$140-\$1,000/day	\$140-\$1,000/day
SWIM TEAM LANE RENTALS		
All aquatic facilities	\$12-\$26	\$12-\$26
PRIVATE POOL RENTALS		
Community Pool, Chinn, SBDCRC, Veterans Park, Waterworks, Splashdown Waterpark	\$80-\$3,500	\$80-\$3,500
SWIM LESSONS		
Private Lessons (all ages)	\$200/6-30min lessons plus \$65 additional person; semiprivate	\$200/6-30min lessons plus \$65 additional person; semiprivate
Adapted Aquatics, ages 3+		
Water Safety classes: Jr. Lifeguards, Scout Water Badges, WSI, Pool Operator Course	\$35-\$350	\$35-\$350
Group Lessons:		
8 class meetings	\$85/\$70	\$85/\$70
7 class meetings	\$70/\$75	\$70/\$75
6 class meetings	\$75/\$70	\$75/\$70
AMPHITHEATER SHOWS		
Locust Shade	\$6.00/show	\$6.50/show
BATTING CAGE (Locust Shade, SBDCRC)		
18 pitches (SBDCRC & LSP - 15 pitches)	\$4	\$5
105 pitches	\$8	\$10
10 punch pass	\$18	\$24
BOATING FEES (Lake Ridge, Locust Shade)		
Jon boats w/trolling motors	\$29/2hrs \$46/5 hrs	\$29/2hrs \$46/5 hrs
Row boats	\$14/1hr \$20/2 hrs \$26/5 hrs	\$14/1hr \$20/2 hrs \$26/5 hrs
Canoe (LRP)	\$13/1 hr \$22/2 hrs \$38/all day	\$13/1 hr \$22/2 hrs \$38/all day
Kayak	\$13/1 hr \$22/2 hrs \$38/all day	\$13/1 hr \$22/2 hrs \$38/all day
Tandem Kayak	\$15/1 hr \$27/2 hrs \$43/all day	\$15/1 hr \$27/2 hrs \$43/all day

SERVICE CATEGORY/DESCRIPTION	APPROVED FY22 Fees <i>Not to exceed</i>	PROPOSED FY23 Fees <i>Not to exceed</i>
Pedal boat (LSP)	\$9/half hr \$12/1 hr	\$9/half hr \$12/1 hr
Paddle board	\$16/half hr \$28/1 hr	\$16/half hr \$28/1 hr
Launch trailer pass	\$9/daily \$85/annual	\$10/daily \$85/annual
Launch shore pass	\$7/daily \$40/annual	\$8/daily \$40/annual
CHILDREN'S PROGRAMS		
PLAYSCHOOL PROGRAMS		
Preschool Programs (1/2 day, state licensed)	\$555/mo	\$560/mo
PARENT/CHILD PROGRAMS		
Chinn/SBDCRC/Veterans 1.5 hrs	\$30	\$30
BEFORE/AFTER SCHOOL CAMP		
(Grades K- 8)		
6am to bus pick up	\$225	\$250
Bus drop off to 7pm	\$355	\$374
Both am & pm	\$455	\$500
CAMPS		
Full Day Camp M-F 9am-5pm	\$425	\$425
Extended Care 6am-7pm	\$30/am or pm \$60/both	\$45/am or pm \$75/both
Specialty Camps: Preschool/Jr. Camps/Nature & Outdoors/Special	\$475	\$500
DANCE INSTRUCTION		
Beginner/Intermediate/Advanced Sessions	\$285	\$300
DRIVING RANGE (Locust Shade)		
Small basket	\$8	\$8
Medium basket	\$11	\$11
Large basket	\$13	\$13
Range pass	\$115	\$115
EQUESTRIAN RING RENTALS		
Nokesville Park, Long Park		
Half day Rental	\$150	\$150
Full day Rental	\$250	\$250

SERVICE CATEGORY/DESCRIPTION	APPROVED FY22 Fees <i>Not to exceed</i>	PROPOSED FY23 Fees <i>Not to exceed</i>
FACILITY RENTALS		
OUTDOOR PAVILION / TENT RENTALS		
Lake Ridge, Locust Shade, Veterans, Long, Nokesville, Cloverdale, Ben Lomond, Birchdale, Splashdown, Waterworks, SBDCRC, CAFC		
Small pavilion/tent	\$140	\$140
Medium pavilion/tent	\$375	\$375
Large pavilion/tent	\$1,020	\$1,020
INDOOR ROOM/FACILITY RENTALS		
Birchdale, BLCC, Veterans, SBDCRC, Chinn	\$250/hr	\$250/hr
FARMERS MARKET		
Farmers Market Vendor Fee- regular season Apr-Dec	\$420	\$420
Farmers Market Vendor Fee- winter season Dec-Mar	\$170	\$170
FITNESS INSTRUCTION		
Youth & Family fitness classes	\$155	\$155
Adult fitness classes	\$360	\$360
Adult fitness workshops & clinics	\$195	\$195
Personal trainer (individual/package)	\$950	\$950
SPECIALTY INSTRUCTION		
	\$140	\$140
SPECIAL INTERESTS/INSTRUCTION		
1 time or 1 day events	\$100	\$100
SPORTS INSTRUCTION		
	\$300	\$300
MINI-GOLF (Locust Shade)		
Child/Senior	\$6.00	\$6.00
Adult	\$6.50	\$6.50
RECREATION CENTER & FITNESS CENTER ADMISSIONS/PASSES		
SBDCRC, Chinn Center		
Daily Admission (16-59)	\$10.50	\$10.50
Youth (3-15)	\$7.25	\$7.25
Senior (60+)	\$7.25	\$7.25
Senior Discount Days	\$7.25	\$7.25

SERVICE CATEGORY/DESCRIPTION	APPROVED FY22 Fees <i>Not to exceed</i>	PROPOSED FY23 Fees <i>Not to exceed</i>
30-Day Pass Fee:		
Adult (16-59)	\$85	\$85
Youth (3-15)/Senior (60+)	\$75	\$75
6 / 12 Month Plan Memberships SBDCRC/CAFC	\$64/mo individual with add on options	\$64/mo individual with add on options
Showmobile Rental	\$315/hrly rate, fuel with market	\$315/hrly rate, fuel with market
SPORTS LEAGUES PARTICIPATION FEES		
Outdoor:		
Youth Resident	\$30	\$30
Youth Non-Resident	\$38	\$38
Adult County Resident	\$44	\$44
Adult Non-Resident	\$56	\$56
Swim Team Participant	\$17	\$17
Indoor:		
Youth Resident	\$33	\$33
Youth Non-Resident	\$41	\$41
Adult County Resident	\$49	\$49
Adult Non-Resident	\$71	\$71
Swim Team Participant	\$17	\$17
School System supervisor fees / custodial cost	\$90	\$90
SPORTS RENTAL FEES		
Outdoor:		
Rental (Grass Fields – Up to 10 Dates)	\$50/Block	\$50/Block
Commercial For Profit Rental (All Fields)	\$100/Block	\$100/Block
Stadium Baseball Field Rental	\$100/Block	\$100/Block
Park Rental (Artificial Turf Fields – Prime)	\$115/Hour	\$115/Hour
Park Rental (Artificial Turf Fields – (Non Prime)	\$100/Hour	\$100/Hour
Park Rental (Artificial Turf Fields – School)	\$25/Hour	\$25/Hour
School & Ali Krieger Rental (Artificial Turf Fields)	\$25/Hour	\$25/Hour
Tournament Rental (Artificial Turf Fields)	\$115/Hour	\$115/Hour
Youth Seasonal	\$450/Team	\$450/Team
Adult Seasonal	\$675/Team	\$675/Team

SERVICE CATEGORY/DESCRIPTION	APPROVED FY22 Fees <i>Not to exceed</i>	PROPOSED FY23 Fees <i>Not to exceed</i>
Indoor:		
Reservation	\$25/Date Facility	\$25/Date Facility
Rental (Indoor Facility/Room)	\$50/Hour	\$50/Hour
Additional Personnel - Supervisor	\$25/Hour	\$25/Hour
Additional Personnel – Custodian (PWCS Fee)	\$35/Hour	\$35/Hour
Additional Personnel - Student Tech (PWCS Fee)	\$15/Hour	\$15/Hour
Cancellation / Change: (Less than 2 weeks notice; plus 2 Hours personnel fees when applicable)	\$50/Date per field/court	\$50/Date per field/court
TOURNAMENT / SPECIAL EVENT FEES		
PWC Recognized League Tournament	\$50/Field or Court	\$50/Field or Court
NON-PWC Recognized League Tournament	\$150/Field or Court	\$150/Field or Court
Special Event (Non-Tournament with 50 or more participants; additional direct costs may be added to fee)	\$200/Event	\$200/Event
Deposit (Within 5 Days of Approval)	50% / Field or Court	50% / Field or Court
Cancellation – Per Field or Court (Less than 2 weeks notice of the event date)	\$50 plus Deposit	\$50 plus Deposit
Change – After Permit Completion (Plus 2 Hours of Personnel Fees, when applicable)	\$50/Occurrence	\$50/Occurrence
ADDITIONAL SERVICE FEES		
Lighting Fee – Musco Control Link and/or Lighting Report Systems	\$9/Hour	\$20/Hour
Lighting Fee – Stadium Lights	\$42/Hour	\$42/Hour
Commercial Fee – For-Profit Activity – 15% Gross Revenue any on site sales (i.e. admission, concessions, vendors)	15% / Event	15% / Event
Late Payment Fee (Exceeding 30 days from invoice date)	6% / Invoice	6% / Invoice
Food Truck application fee	no fee	\$150

Abbreviations:

BLCC- Ben Lomond Community Center; CAFC- Chinn Aquatics & Fitness Center; LRP- Lake Ridge Park; LSP- Locust Shade Park;
SBDRC- Sharron Baucom Dale City Recreation Center.

MOTION: VEGA

**April 26, 2022
Regular Meeting
Res. No. 22-231**

SECOND: LAWSON

RE: DIVIDE THE QUESTION – (1) ADOPT FISCAL YEAR 2023 FOOD AND BEVERAGE TAX, AND (2) ADOPT THE FISCAL YEAR 2023 STORMWATER MANAGEMENT FEES, SOLID WASTE USER FEES, LAND DEVELOPMENT APPLICATION REVIEW AND INSPECTION FEES, LAND USE APPLICATION (ZONING, REZONING AND SPECIAL USE PERMIT) FEES, BUILDING DEVELOPMENT FEES, AND FIRE MARSHAL'S OFFICE FEES TO SUPPORT THE FISCAL YEAR 2023 ALL FUNDS BUDGET

ACTION: FAILED

WHEREAS, on its April 26, 2022 Agenda, the Board of County Supervisors (Board) has an ordinance for consideration which contains several parts, each of which is capable of standing as a complete proposition if the others are removed; the initial proposed ordinance being: ***Adopt Fiscal Year 2023 Food and Beverage Tax, Stormwater Management Fees, Solid Waste User Fees, Land Development Application Review and Inspection Fees, Land Use Application (Zoning Rezoning and Special Use Permit) Fees, Building Development Fees, and Fire Marshal's Office Fees to Support the Fiscal Year 2023 All Funds Budget;*** and

WHEREAS, a motion was made to divide the question and consider the Food and Beverage Tax as a separate ordinance;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Board of County Supervisors hereby divides the question / ordinance into two separate items for consideration as follows: (1) Adopt the Fiscal Year 2023 Food and Beverage Tax, and (2) Adopt the Fiscal Year 2023 Stormwater Management Fees, Solid Waste User Fees, Land Development Application Review and Inspection Fees, Land Use Application (Zoning Rezoning and Special Use Permit) Fees, Building Development Fees, and Fire Marshal's Office Fees to Support the Fiscal Year 2023 All Funds Budget.

Votes:

Ayes: Candland, Lawson, Vega

Nays: Angry, Bailey, Boddye, Franklin, Wheeler

Absent from Vote: None

Absent from Meeting: None

ATTEST: _____



Clerk to the Board

MOTION: ANGRY

**April 26, 2022
Regular Meeting
Ord. No. 22-11**

SECOND: BAILEY

**RE: ADOPT FISCAL YEAR 2023 FOOD AND BEVERAGE TAX, STORMWATER
MANAGEMENT FEES, SOLID WASTE USER FEES, LAND DEVELOPMENT
APPLICATION REVIEW AND INSPECTION FEES, LAND USE APPLICATION
(ZONING, REZONING AND SPECIAL USE PERMIT) FEES, BUILDING
DEVELOPMENT FEES, AND FIRE MARSHAL'S OFFICE FEES TO SUPPORT THE
FISCAL YEAR 2023 ALL FUNDS BUDGET**

ACTION: APPROVED

WHEREAS, the public hearing regarding the Food and Beverage Tax, Stormwater Management, Solid Waste User, Land Development Application Review and Inspection, Land Use Application (Zoning, Rezoning and Special Use Permit), Building Development, and Fire Marshal's Office fees was advertised on March 10 and 17, 2022, and held on April 12, 2022;

NOW, THEREFORE, BE IT ORDAINED that the Prince William Board of County Supervisors hereby adopts the amendments to Chapter 26 of the Prince William County Code of Ordinances, to add Article XX, titled "Prince William County Food and Beverage Tax Ordinance" a copy of which is attached hereto, pursuant to the Code of Virginia §58.1-3833 and hereby levies a 4% food and beverage tax in Fiscal Year 2023 effective July 1, 2022;

BE IT FURTHER ORDAINED that the Prince William Board of County Supervisors hereby adopts the following Fiscal Year 2023 Stormwater Management Fees:

Single Family Detached Residential Property	\$44.08 per year
Townhouses, Apartments, and Condominiums	\$33.06 per year
Developed Non-residential Property	\$44.08 per 2,059 square feet impervious area per year

BE IT FURTHER ORDAINED that the Prince William Board of County Supervisors, as the governing body of the Prince William Sanitary District, hereby adopts the following Fiscal Year 2023 Solid Waste User Fee rates:

Single Family Homes	\$70.00 per year
Townhouses	\$63.00 per year
Multi-Family Units	\$47.00 per year
Mobile Homes	\$56.00 per year
Businesses and Non-Residential	\$70.00 per *SFE per year (1 SFE = 1.3 tons) based upon annual disposal tons generated

**SFE = Single Family Equivalent*

April 26, 2022
Regular Meeting
Ord. No. 22-11
Page Two

BE IT FURTHER ORDAINED that the Prince William Board of County Supervisors hereby adopts the attached Fiscal Year 2023 Land Development Application Review, Inspection and Land Use Application (zoning, rezoning and special use permit) Fees, the Building Development Fees, and Fire Marshal's Office Fees.

ATTACHMENTS: 1. Food and Beverage Tax Ordinance
 2. Land Development Application Review and Inspections Fee Schedule
 3. Building Development Fee Schedule
 4. Fire Marshal's Office Fee Schedule

Votes:

Ayes: Angry, Bailey, Boddye, Franklin, Wheeler

Nays: Candland, Lawson, Vega

Absent from Vote: None

Absent from Meeting: None

For Information:

Finance Director

Management and Budget Director

ATTEST: _____



Clerk to the Board

CODE OF ORDINANCES
PRINCE WILLIAM COUNTY, VIRGINIA
CHAPTER 26 – TAXATION

* * *

Secs. 26-275-26-279. Reserved.

ARTICLE XX – FOOD AND BEVERAGE TAX

Sec. 26-280. – Short title.

This Article shall be known and may be cited as the “Prince William County Food and Beverage Tax Ordinance.”

State Law reference – Authority of county to impose food and beverage tax, Code of Virginia, Sec. 58.1-3833.

Sec. 26-280. Definitions

The following words and phrases, when used in this article, shall have, for the purposes of this article, the following respective meanings except where the context clearly indicates a different meaning:

Caterer. A person who furnishes food on the premises of another for compensation.

Director of finance. The Director of Finance for Prince William County, Virginia, and any duly authorized deputies, assistants, employees or agents.

Food. Any and all edible refreshments or nourishment, liquid or otherwise, including alcoholic beverages as defined in section 4.1-100, Code of Virginia, and non-alcoholic beverages served as part of a meal, purchased in or from a restaurant or from a caterer, whether or not prepared in such restaurant or by such caterer, and whether or not consumed on the premises of such restaurant or caterer, and without regard to the manner, time, or place of service.

Person. Any individual, corporation, company, association, firm, partnership or any group of individuals acting as a unit.

Purchaser. Any person who purchases food in or from a restaurant or from a caterer.

Restaurant.

(a) Any place where food is prepared for service to the public whether on or off the premises;

(b) Any place where food is served to the public; or

(c) Any place or operation which prepares or stores food for distribution to persons of the same business operation or of a related business operation for service to the public.

Examples include: dining room, grill, coffee shop, cafeteria, cafe, snack bar, lunch counter, lunchroom, short order place, tavern, delicatessen, confectionery, bakery, eating house, eatery, drugstore, catering service, lunch wagon or truck, pushcart or other mobile facility that sells food, dining facility in a public or private club, resort, bar or lounge, kitchen facility of a hospital or nursing home, and dining facility of a public or private school or college.

Seller. Any person who sells food in or from a restaurant or as a caterer.

Sec. 26- 281. - Levy of tax; amount.

In addition to all other taxes and fees of any kind now or hereafter imposed by law, a tax is hereby levied and imposed on the purchaser of all food served, sold or delivered for human consumption in the county in or from a restaurant, whether prepared in such restaurant or not and whether consumed on the premises or not, or prepared by a caterer. The rate of this tax shall be four percent (4%) of the amount paid for such food. In the computation of this tax, any fraction of one-half cent (\$0.005) or more shall be treated as one cent (\$0.01).

Sec. 26-282. - Collection of tax by seller.

Every seller of food with respect to which a tax is levied under this article shall collect the amount of tax imposed under this article from the purchases on whom the same is levied at the time payment for such food become due and payable, whether payment is to be made in cash or on credit by means of a credit card or otherwise. The amount of tax owed by the purchaser shall be added to the cost of the food by the seller who shall pay the taxes collected to the county as provided in this article. Taxes collected by the seller shall be held in trust by the seller until remitted to the county.

Sec. 26-283. - Reports and remittances generally.

Every seller of food with respect to which a tax is levied under this article shall make out a report upon such forms and setting forth such information as the director of finance may prescribe and require, showing the amount of food charges collected and the tax required to be collected, and shall sign and deliver such report to the director of finance with a remittance of such tax. Such reports and remittance shall be made on or before the twentieth day of each month, covering the amount of tax collected during the preceding month.

Sec. 26-284. - Preservation of records.

It shall be the duty of any seller of food liable for collection and remittance of the taxes imposed by this article to keep and preserve for a period of four (4) years records showing gross sales of all food and beverages, the amount charged the purchaser of each such purchase, the date thereof, the taxes collected thereon and the amount of tax required to be collected by this article. The director of finance shall have the power to examine such records at reasonable times and without unreasonable interference with the business of the seller for the purpose of administering and enforcing the provisions of this article and to make copies of all or any parts thereon.

Sec. 26-285. - Advertising payment or absorption of tax prohibited.

No seller shall advertise or hold out to the public in any manner, directly or indirectly, that all or part of the tax imposed under this article will be paid or absorbed by the seller or anyone else or that the seller or anyone else will relieve the purchaser of the payment of all or any part of the tax.

Sec. 26-286. - Tips, gratuities and service charges.

(a) Where a purchaser provides a gratuity for an employee or employees of a seller, and the gratuity is wholly in the discretion of the purchaser, the gratuity is not subject to the tax imposed by this article, whether paid in cash to the employee or added to the bill and charged to the purchaser's account, provided, in the latter case, the full amount of the gratuity is turned over to the employee by the seller.

(b) A mandatory gratuity or service charge that is added to the price of the meal by the seller, and required to be paid by the purchaser, is not a part of the selling price of the meal and is exempt from the tax imposed by this article, but only to the extent that such mandatory charge does not exceed 20% of the sale price.

Sec. 26-287. - Duty of seller when going out of business.

Whenever any seller required to collect or pay the county a tax under this article shall cease to operate or otherwise dispose of his business, any tax payable under this article shall become immediately due and payable and such person shall immediately make a report and pay tax due.

Sec. 26-288. - Discount.

For the purpose of compensating sellers for the collection of the tax imposed by this article, every seller shall be allowed three (3) percent of the amount of the tax due and accounted for in the form of a deduction on his monthly return; provided, the amount due is not delinquent at the time of payment.

Sec. 26 -289. - Enforcement; duty of director of finance.

The director of finance shall promulgate rules and regulations for the interpretation, administration and enforcement of this article. It shall also be the duty of the director of finance to ascertain the name of every seller liable for the collection of the tax imposed by this article who fails, refuses or neglects to collect such tax or to make the reports and remittances required by this article.

Sec. 26-290. - Procedure upon failure to collect, report, etc.

If any person shall fail or refuse to collect the tax imposed under this article or to make within the time provided in this article the reports and remittance required in this article, the director of finance shall make an estimate of the amount of taxes due the county by such person upon the best information available and shall proceed to determine and assess against such person such tax and penalty and interest as provided for in this article. The director of finance shall notify such person by registered mail, sent to his last known address, of the amount of such tax and interest and penalty, and the total amount thereof shall be payable within ten days from the date of such notice.

Sec. 26-291. - Penalty and interest for late remittance or unfiled return.

(a) If any person shall fail or refuse to file with the director of finance the report required under this article within the time specified in this article, there shall be assessed a penalty in the amount of ten percent of the tax assessable on such report. Such penalty shall be assessed on the day following the day on which the report was due. Any such penalty, when assessed, shall become a part of the tax. The imposition of such penalty shall not be deemed a defense to any criminal prosecution for failing to make any report required in this article.

(b) If any person shall fail or refuse to remit to the director of finance the tax required to be collected and paid under this article within the time specified in this article, there shall be assessed a penalty in the amount of ten percent of the tax past due. Such penalty shall be assessed on the day following the day on which the tax was due. Any such penalty, when assessed, shall become a part of the tax.

(c) In addition, there shall be assessed interest at the rate of ten percent per year on the amount of tax past due, which interest shall commence on the day following the day on which the tax was due and continue until paid.

Sec. 26-292. - Violations of article.

(a) Any person willfully violating, failing, or refusing to comply with any provision of this article shall be guilty of a Class 1 misdemeanor except that any person failing to file such a return shall be guilty of a Class 3 misdemeanor if the amount of tax lawfully assessed in connection with a return is one thousand dollars (\$1,000.00) or less. Any person violating or failing to comply with any other provision of this article shall be guilty of a Class 1 misdemeanor. Conviction of such violation shall not relieve any person from the payment, collection or remittance of the taxes provided for in this article. Any agreement by any person to pay the taxes provided for in this article by a series of installment

payments shall not relieve any person of criminal liability for violation of this article until the full amount of taxes agreed to be paid by such person is received by the director of finance. Each failure, refusal, neglect or violation, and each day's continuance thereof, shall constitute a separate offense.

(b) Except as provided in subsection (a) above, any corporate or partnership officer, as defined in Code of Virginia § 58.1-3906, or any other person required to collect, account for, or pay over the meals tax imposed under this article, who willfully fails to collect or truthfully account for or pay over such tax, or who willfully evades or attempts to evade such tax or payment thereof, shall, in addition to any other penalties imposed by law, be guilty of a Class 1 misdemeanor.

Sec. 26-293. - Exemptions.

(a) The tax imposed under this article shall not be levied on alcoholic beverages sold in factory sealed containers when served exclusively for off-premises consumption.

(b) A grocery store, supermarket or convenience store shall not be subject to the tax except for any portion or section therein designated as a delicatessen or designated for the sale of prepared food and beverages.

(c) The tax imposed hereunder shall not be levied on the following purchases of food and beverages:

1. Food and beverages sold by restaurants to employees as part of their compensation when no charge is made to the employee.

2. Food and beverages sold by day care centers, public or private elementary or secondary schools or institutions of higher education to their students or employees.

3. Food and beverages for use or consumption and which are paid for directly by the Commonwealth, any political subdivision of the Commonwealth or the United States.

4. Food and beverages sold by a hospital, medical clinic, convalescent home, nursing home, home for the aged, infirm, handicapped, battered women, narcotic addicts or alcoholics, or other extended care facility to patients or residents thereof.

5. Food and beverages furnished by a public or private non-profit charitable organization or establishment, or a private establishment that contracts with the appropriate agency of the Commonwealth to offer meals at concession prices, to elderly, infirm, blind, handicapped or needy persons in their homes or at central locations.

6. Food and beverages sold by volunteer fire departments and volunteer emergency medical services agencies; nonprofit churches or other religious bodies; or educational, charitable, fraternal, or benevolent organizations the first three times per calendar year, and beginning the fourth time, on the first \$100,000 of gross receipts per calendar year from sales of food and beverages (excluding gross receipts from the first three times), as a fundraising activity, the gross proceeds of which are to be used by such church, religious body or organization exclusively for nonprofit educational, charitable, benevolent, or religious purposes.

7. Food and beverages sold through vending machines.
8. Food and beverages sold by boardinghouses that do not accommodate transients.
9. Food and beverages sold by cafeterias operated by industrial plants for employees only.
10. Food and beverages sold by churches that serve meals for their members as a regular part of their religious observances.
11. Food and beverages sold by age-restricted apartment complexes or residences with restaurants, not open to the public, where meals are served and fees are charged for such food and beverages and are included in rental fees.
12. Food and beverages sold by sellers at local farmers markets and roadside stands, when such sellers' annual income from such sales does not exceed \$2,500.00 (the seller's annual income shall include income from sales at all local farmers markets and roadside stands, not just those sales occurring in the county).
13. Any food or food product purchased for human consumption as "food" is defined in the Federal Food Stamp Act of 1977, 7 U.S.C. § 2012, as amended, and federal regulations adopted pursuant to that act, except for the following items: sandwiches, salad bar items sold from a salad bar, prepackaged single-serving salads consisting primarily of an assortment of vegetables, and nonfactory sealed beverages.

Sec. 26-294. - Severability.

The sections, paragraphs, sentences, clauses, and phrases of this article are severable, and if any phrase, clause, sentence, paragraph, or section of this article shall be declared unconstitutional or invalid by the valid judgment or decree of a court or competent jurisdiction, the remaining phrases, clauses, sentences, paragraphs, and sections of this article shall remain valid.

Sec. 26-295. - Effective date.

This article shall be in full force and effect on and after July 1, 2022.

County of Prince William

5 County Complex Court, Prince William, VA. 22192
(703) 792-6830, Fax (703) 792-4758 www.pwcva.gov

Land Development Application Review and Inspections

ADOPTED
Fee Schedule
Effective July 1, 2022

Telephone numbers for additional information

Land Development/Plan Review	(703) 792-6830	Bonds and Escrows	(703) 792-6830
Environmental Services	(703) 792-7070	Finance/BPOL	(703) 792-6710
Planning Office	(703) 792-7615	Fire Marshal's Office	(703) 792-6360
Transportation Department	(703) 792-6825	GIS/Mapping	(703) 792-6840
Watershed Management	(703) 792-7070	Health Department	(703) 792-6310
Zoning Administration	(703) 792-7615	Neighborhood Services	(703) 792-7018
Zoning Division	(703) 792-6830		
Building Code Enforcement	(703) 792-6931	Miss Utility	(800) 552-7001
Building Construction Inspections	(703) 792-7006	Service Authority	(703) 335-7900
Building Permits	(703) 792-6924	VA Dept of Transportation	(703) 383-8368
Building Plan Intake	(703) 792-4040	VA. DPOR:	
Building Plan Review	(703) 792-6930	Contractors	(804) 367-8511
Special Inspections	(703) 792-6112	Architects and Engineers	(804) 367-8506

Land Development Application Review and Inspection Fees

This section identifies fees charged for review and permitting in connection with applications for land development activities in Prince William County, Virginia.

Applicants should use this schedule to identify what fees are required. A review fee calculation form or a land permit calculation form must accompany each plan submission application, as identified in the Administrative Procedures Manual, to identify how the fee amount was derived. The fee calculation forms are available at the Department of Development Services at (703) 792-6830 and on the Department of Development Services web page at www.pwcva.gov/LDDDocs.

The exact amount should be used when calculating payments for land development review(s) and permit fees when submitted as part of the application process. If there is a miscalculation of fees by less than 20 percent and the plan meets quality control screening standards, the Department of Development Services will accept the plans and adjust the amount by the final submission (signature submission).

Any fees calculated on an area basis must be figured to a minimum of two decimal places. For example, if the parcel area is 8.49956 ac, do not use 8.4 ac or 8.5 ac, 8.50 ac should be used to calculate the fees.

Payment can be made using cash, checks, or credit/debit cards for all land development review(s) and permit fees. However, credit card payments for bonds and/or escrows (including lot escrows) will not be accepted (cash or check only). Checks should be made payable to 'Director of Finance, Prince William County'. Only the following credit/debit cards will be accepted for land development fees: Master Card, Visa, and Discover. All credit/debit card transactions must be processed in person. Currently, we do not accept credit/debit card payments over the phone or online.

PART I

NOTES AND ADMINISTRATIVE STANDARDS

This section is provided for clarification of the terms used in subsequent parts.

Important Terminology - The following terms and their definitions are to be applied when using this fee schedule.

1. **Application/Base Fee** - This is the fee payment that is required to be paid in full upon the initial submission of any study or plan that is subject to Department of Development Services' review or administration. In either case, the specific fee will state whether this amount is a minimum amount or is in addition to a supplemental fee.
2. **Supplemental Fee** - This fee is to be provided upon initial submission of any applicable plan. The amount due upon first submission of any plan is equal to either the applicable project variable multiplied by the item charge, or the percentage of total bond (specified in the fee schedule) multiplied by the total performance bond amount found on the plan cover sheet. Plans will not be accepted for initial submission without a completed unit price list and bond estimate, and the resultant supplemental fee calculation. Supplemental fees are calculated using costs that are normally bondable even when some or all bonds shown will not be required to be posted (as in plans for public uses and facilities).
3. **Fee Reconciliation** - As part of the pre-signature summary letter, an analysis will be performed by the Department of Development Services to determine if a change in total performance bond occurred during plan review from the figure established as part of the first submission.

If there was an increase in total performance bond during the plan review, or if the plan file indicates outstanding fees due, the Department of Development Services shall include the total balance due in the signature summary letter. That amount must be included with the signature submission, or the plan will not be accepted for signature.
4. **Unit Price List (UPL) Bond** - This amount is the total construction cost (total bond amount less the administrative and inflation cost estimate) located on the PWC standard cover sheet.
5. **Total Bond** - This amount is the total performance bond amount, equal to the total construction cost (UPL bond) plus the administrative and inflation costs, as shown on the bond estimate located on the plan cover sheet. This includes those plans for public uses and facilities, Dale Service Corporation, and Virginia American Water. (For any project involving either Dale Service Corporation or Virginia American Water, the supplemental fee and total performance bond are to be itemized between company and county bonded items.)

Note: This amount must be calculated according to this schedule and provided on the cover sheet, at the initial (i.e., first) submission of any relevant subdivision/ site plan, revision, or other plan type requiring a supplemental fee.
6. **Single Family Detached (SFD) Plan Submissions** - Any residential subdivision plan involving detached residential dwelling units with any design or style characteristics
7. **Townhouse/Multifamily (TH/MF) Plan Submission** - Any residential subdivision or site plan involving attached residential dwelling units with any design or style characteristics. This includes but is not limited to duplexes, multiplexes, fee simple townhouses, condominiums (if attached), garden or other apartments, or high-rise residential development.
8. **Non Residential Subdivision Plan** - Any non residential subdivision plan involving creating parcels/lots for non residential use.

9. **Public Improvement (PI) (Infrastructure) Plan Submissions** - If an infrastructure plan (road, storm sewer, stormwater management, utilities, etc.) is proposed to a residential or nonresidential project, but is not submitted in conjunction with the site and subdivision plans for the project being served, the PI fee category identified in the fee schedule will be used. In cases where the infrastructure plan is submitted as part of a site or subdivision plan, the review fee appropriate for the site or subdivision plan will be used. Major road plans serving more than one development (such as those identified in the Comprehensive Plan) will be treated as public improvement plans.
10. **County Public Improvement Projects** - The Director of Development Services has the discretion to determine which fee(s) are charged for County Public Improvement Projects.
11. **Refunds** - The Land Development Division does not offer refunds once formal acceptance of a first submission has occurred.
12. **Revision Fee** - Any plan revision that proposes an increase and/or change of less than 25 percent of the original plan, disturbed area, building area, or number of units/lots shall use the appropriate site plan or subdivision revision fee category. If the plan's revision proposes more than a 25 percent increase or change to the original plan, the appropriate final site or subdivision fee category shall be used. (The file number designation shall have no relevance to the fee category used.)
13. **Targeted Industry Plan Review and Development Permit Fees** - The proposed development must be appropriately classified prior to plan submission in order to qualify for targeted industry status. Determination will be made in writing by the director of Economic Development upon written request of the applicant. All such approved verifications must accompany the initial plan submission.
14. **Extensions and Waivers for Final Site/Subdivision Plan Resubmission** - In the event a plan resubmission is not received by the deadline, an administrative extension shall be requested in accordance with Part II, #9 of the Fee Schedule. Should any project remain dormant for a period of time exceeding 60 days without an extension request, individual administrative extensions and/or 6-month waiver requests shall be used to bring the project current prior to resubmission.

PART II - GENERAL LAND DEVELOPMENT AND RELATED FEES

	Fee
1. Quality Control Review Fee (final site/subdivision plans and revisions)	\$ 180.83
2. Quality Control Review Fee (minor site plans)	\$ 56.60
3. Quality Control Rejection Fee	\$ 288.71
4. Concurrent Processing - of a final site/subdivision plan or revision while a Planning Office application requiring a Public Hearing is being reviewed simultaneously	\$ 565.97
5. Conservation Escrow - as percentage of total UPL bond	10.00%
6. Plat Administration	
Re-stamping of plans/revalidation of plats - base/administrative fee plus	\$ 94.03
price per sheet over ten sheets	\$ 3.97
Re-stamping of lost plans, additional copies, or revalidation of plats due to non-technical changes.	
Revalidation of plat for final subdivision/site plan, record, or easement plat - base plus	\$ 94.03
price per sheet over ten sheets	\$ 3.97
Applicable where a plat approval is still valid, but a non-technical change to the plat is required, i.e., ownership change, deed book and page number updates.	
Plat Vacation pursuant to Virginia Code § 15.2-2271 or § 15.2-2272	\$ 150.00
7. Waiver Requests	\$ 772.11
Waiver request by individual lot owner	\$ 182.76
8. Cemetery Preservation Area and Fence Modification	\$ 118.51
9. Plan Resubmission Time Extension Request (maximum four extensions)	\$ 90.06
Note: After the maximum number of regular review cycle time extensions, a formal waiver request (with fee) plus \$90.06 time extension request is necessary. This must be requested in writing. Any extensions granted in such instances shall be based upon current county policy guidelines for third or signature extensions.	
10. Administrative Reviews - This is applicable only where there are no review agencies other than Development Services involved in the review process. Otherwise, the fee category used shall be the minor subdivision/site plan review category.	\$ 407.90
11. Substitute Permit Fee - This is applicable only when a new developer takes over an existing project. The new developer must obtain a permit under the company name.	\$ 241.10
12. Revisions to any Approved Plan or Plat, all types (including PASA and Lime stabilization studies)	
Application Fee	\$ 1,361.45
Targeted Application Fee	50% of non-targeted
Supplemental Fee - total not to exceed percentages of total bond or any increase in total bond (whichever applicable)	\$ 11,075.64
Residential Development	3.80%
Nonresidential Development	3.80%
Targeted Industry Development	50% of non-targeted
13. Bond Administration Fee (due at surety posting)	\$ 602.75
14. Bond Release Fee (due prior to surety release)	\$ 553.78
15. Lot Escrow Administrative Fee (single-family detached), per lot	\$ 56.60
16. Performance Agreement Extension Request	
If request is submitted prior to the expiration of the performance agreement	\$ 1,528.31
If request is submitted after the expiration of the performance agreement	\$ 2,293.77
17. Performance Agreement Reduction Request	\$ 1,528.31
18. Performance Agreement Substitution (per performance agreement)	\$ 281.87
19. Escrow Revision/Reduction Request	\$ 469.36

PART III - SPECIFIC DEVELOPMENT STUDIES REVIEW FEES

Fee

The appropriate fee will be charged for all traffic impact studies, PASAs, RMA Limit Studies, and WQIAs, etc., whether they are submitted separately or in conjunction with a site or subdivision plan.

1. Quality Control Fee (Development Study or Report)	\$ 84.89
2. Traffic Impact Studies	
a. First Submission	\$ 1,697.90
b. Third and Subsequent Submissions	\$ 848.95
3. Perennial Flow Determination	
Regular (drainage area greater than 50 Acres)	\$ 938.98
Minor (drainage area less than or equal to 50 Acres, and individual single family lots)	\$ 312.55
4. Preservation Area Site Assessments (PASA)	
PASA (if applicable)	\$ 2,309.70
plus fee if submitted with plat	\$ 153.63
Individual lot PASA (per lot) in conjunction with a building permit	\$ 250.30
5. Resource Management Area (RMA) Limits Study	
Preliminary study	\$ 1,089.96
Final study	\$ 362.87
Individual lot study (per lot) in conjunction with a building permit	\$ 182.76
Final study without prior submittal of preliminary study	\$ 1,089.96
6. Water Quality Impact Assessment (WQIA)	
Preliminary WQIA	\$ 1,089.96
Final WQIA with prior submittal of preliminary WQIA	\$ 544.32
Final WQIA without prior submittal of preliminary WQIA	\$ 1,089.96
7. Intensely Developed Area (IDA) Boundary Modification Request	\$ 844.95
8. Exception for RPA Encroachment	
Administrative Exception (individual residential lot - primary)	\$ 178.44
Administrative Exception (individual residential lot - accessory)	\$ 90.51
Public Hearing Exception (through Chesapeake Bay Preservation Area Review Board)	\$ 844.95
Appeal to Chesapeake Bay Preservation Area Review Board	\$ 824.93
9. Floodplain Studies	
The fee for floodplain studies will be calculated by adding the application fees and the hydraulic analysis fee.	
Hydrologic Analysis	
Computation of Discharges - These fees are based on the size of the watershed at the downstream end of the project.	
Application Fee	\$ 817.14
Additional Review Fee, per square mile	\$ 182.76
<i>Note: If the discharges are obtained from an approved study, a fee should be submitted in lieu of the above fees. The acceptability of the study will be determined by the Director of Public Works.</i>	\$ 407.90
Hydraulic Analysis	
Computation of Water-Surface Elevations	
Application Fee - Based upon no structural measures and no stream or channel modification	\$ 817.14
Additional Review Fee	
If the hydraulic analysis includes any structural measures (culverts, berms, etc.) within the project site or any floodplain modifications (fill, excavation, etc.), the following amounts will be added to the base fee for each structure or modification shown.	
Bridge or Culvert (no channelization)	\$ 871.44
Levees, Berms, Dams, or Other Structural Measures	\$ 1,542.89
Channel or Floodplain Modifications	\$ 964.14
10. Geotechnical Study	
Commercial Site and Subdivision Geotechnical Report (Final & Major Revision)	\$ 2,393.32
Commercial Site and Subdivision Geotechnical Report (Minor Revision)	\$ 157.75

PART IV - RESIDENTIAL SUBDIVISION/SITE PLAN REVIEW FEES

Fee

Fees for the Health Department or other agency reviews or studies are due at time of initial submission and must be paid concurrently with the given application fee shown below.

1. Preliminary Residential Subdivision/Site Plan

Application Fee, minimum OR

per proposed lot/unit, whichever is greater

\$	817.14
\$	54.30

2. Final Single Family Detached (SFD) Residential Subdivision Plan (resulting in three or more lots)

Application Fee

Supplemental Fee, per lot

Health Department Review Fee (if applicable), per lot

\$	817.14
\$	671.46
\$	21.19

3. Final Single-Family Detached (SFD) Residential Subdivision/Site Plan (resulting in less than three lots)

Application Fee

Health Department Review Fee (if applicable), per lot/unit

\$	817.14
\$	21.19

4. Final Residential Townhouse/Multifamily (TH/MF) Residential Subdivision/Site Plan

Application Fee

Supplemental Fee per lot/unit

\$	817.14
\$	448.96

5. Public Improvement (Infrastructure) Plans - Serving any residential subdivision or site plan and submitted separately

Application Fee

Supplemental Fee - total not to exceed

Percentage of total bond applied up to \$2M

Percentage of total bond applied over \$2M

\$	817.14
\$	108,912.45
	1.90%
	0.91%

6. Family Land Transfers, per application

\$	817.14
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7. Plan Revalidation

\$	407.90
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PART V - NONRESIDENTIAL SUBDIVISION/SITE PLAN REVIEW FEES

Fee

1. Sketch/Preliminary Plan

Application Fee	\$ 817.14
plus fee per 1,000 gross bldg sf proposed	\$ 0.91

2. Final Site Plan

Application Fee	\$ 817.14
Health Department Review Fee (if applicable), per lot	\$ 21.19
Private Utility System Review Fee (if applicable), minimum fee	\$ 78.14
Fee per disturbed acre	\$ 39.73
Supplemental Fee - total not to exceed	\$ 50,826.77
per gross sq. ft. of proposed building(s) up to 10,000 sq. ft.;	\$ 1.09
per gross sq. ft. of proposed building(s) over 10,000 sq ft	\$ 0.37

3. Final Subdivision Plan

Application Fee	\$ 817.14
Supplemental Fee, per lot/parcel	\$ 671.46
Health Department Fee (if applicable) per lot/parcel	\$ 21.19
Private Utility System Review Fee (if applicable), minimum fee	\$ 78.14
Fee per disturbed acre	\$ 39.73

4. Outdoor Recreation Uses - e.g., golf course, driving range, kiddie park

Application Fee	\$ 817.14
Private Utility System Review Fee (if applicable), minimum fee	\$ 78.14
Fee per disturbed acre	\$ 39.73
Supplemental Fee - total not to exceed	\$ 50,826.77
per gross sq. ft. of proposed building(s) up to 10,000 sq. ft.;	\$ 1.09
per gross sq. ft. of proposed building(s) over 10,000 sq ft	\$ 0.37

5. Public Improvement (Infrastructure) Plans - Serving non-residential projects and submitted separately

Application Fee	\$ 817.14
Private Utility System Review Fee (if applicable), minimum fee	\$ 78.14
Fee per disturbed acre	\$ 39.73
Supplemental Fee - total not to exceed	\$ 112,477.65
Percentage of total bond applied up to \$2M	1.90%
Percentage of total bond applied over \$2M	0.91%

6. Targeted Industry Site Plan

Application Fee	\$ 407.90
Health Department Review Fee (if applicable), per lot	\$ 21.19
Private Utility System Review Fee (if applicable), minimum fee	\$ 78.14
Fee per disturbed acre	\$ 39.73

Supplemental fee (final site plan) 50% of non-targeted

PART V - NONRESIDENTIAL SUBDIVISION/SITE PLAN REVIEW FEES

Fee

7. Public Improvement (Infrastructure) Plans - Serving targeted industry project and submitted separately

Application Fee	\$ 407.90
Private Utility System Review Fee (if applicable), minimum fee	\$ 78.14
Fee per disturbed acre	\$ 39.73

Supplemental Fee - total 50% of non-targeted

8. Minor Site Plan

Application Fee	\$ 817.14
Private Utility System Review Fee (if applicable), minimum fee	\$ 78.14
Fee per disturbed acre	\$ 39.73

Supplemental Fee (if applicable)

Percentage of total bond OR	3.81%
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Percentage of any increase in the total bond from the latest final plan	3.81%
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9. Small Cell Facility, per plan

Up to 5 facilities	\$ 100.00
Each additional facility, up to 35	\$ 50.00

10. Telecom Administrative Review - eligible projects

	\$ 500.00
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11. Plan Revalidation

	\$ 407.90
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PART VI - PLAT REVIEW FEES

Fee

1. Plat and Deed Review Fees for Plats Associated with Final Subdivision Site Plans and Individual Lot Grading Plans

The following fees are due at first (initial) submission:

Subdivision Plat Fee - General Review Fee, per plat, plus
fee per lot

\$ 153.63
\$ 41.06
\$ 153.63

Easement Plat Fee, per plat

2. Plat and Deed Review for Re-subdivision, Consolidation, or Simple Subdivision

The following fees are due at first (initial) submission

Administrative Fee

\$ 817.14

Subdivision Plat Fee - General Review Fee, per plat plus
fee per final lot

\$ 153.63
\$ 41.06

3. Residential Deed of Consolidation (without associated plat)

\$ 817.14

4. Quality Control Review Fee (Plats - Vacations, Petitioned Rights-of-Way, Public Easement, not associated with other plans or plats)

\$ 33.96

5. Plats - Vacations, Petitioned Rights-of-Way, Public Easement (not associated with other plans or plats)

\$ 817.14

PART VII - PREDEVELOPMENT IMPROVEMENT PLANS/PERMITS

Fee

These predevelopment improvement plan fees are to be deducted from the site development/site preparation permit fee when that permit is requested.

1. Erosion Control/Restoration Plan/Stockpile or Borrow Plans Review Fee

These plans may be submitted only for the following types of development:

- Private subdivision consisting of lots 10 acres or greater in size;
- Bona fide agricultural use;
- Associated with a final subdivision/site plan or project.

Note: In the latter case, the parent plan must have been approved prior to submission of the above plans.

Application Fee

\$	817.14
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Supplemental Fee - total not to exceed
percentage of erosion control escrow

\$	16,613.46
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	5.46%
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2. Grading and/or Infrastructure Permit (Nonresidential only)

Grading Permit, percentage of erosion control escrow, \$1,814.39 minimum

\$	1,814.39
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	18.14%
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Total not to exceed

\$	309,000.00
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For projects that hit the cap, permit validity of two years only. A new permit is required based on the remaining bond/escrow amount. Unit price list (cost to complete) will be required and verified before approval. All other bond/escrow processes apply.

Grading and Infrastructure Permit, percentage of total bond, \$1,814.39 minimum, plus
Percentage of the erosion control escrow bond not to exceed the site development
permit fee.

	5.67%
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	18.14%
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Note: The above plans may be accepted for review and subsequently approved by the Director of Development Services or his designee, but only after submission of a final subdivision/site plan for second review and the resolution of all major issues.

3. A-1, Residential/Agricultural & Erosion Control Permit

This permit will be issued for instances where a site development permit is not required and the area of disturbance exceeds 2,500 square feet.

\$	1,814.39
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Percentage of erosion control escrow, \$1,814.39 minimum

	18.14%
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PART VIII - LAND DEVELOPMENT PERMIT FEES

Fee

More than one of the permit fees listed below may apply to a given plan. Payment of all relevant permit fees is required prior to the permit issuance.

Site Development/Site Preparation Permit Fees

1. Final Site/Subdivision Plan

Application Fee	\$ 817.14
Supplemental Fee	
Residential Development	
Single Family Detached (SFD), per lot	\$ 1,270.07
Townhouse/Multifamily (TH/MF), per lot/unit	\$ 373.47
Nonresidential Subdivision Plan, per lot/parcel	\$ 1,270.07
Nonresidential Site Plan - total not to exceed	\$ 45,380.95
Per gross sq. ft. of proposed building(s) up to 10,000 sq. ft.	\$ 0.96
Per gross sq. ft. of proposed building(s) over 10,000 sq. ft.	\$ 0.32

2. Public Improvement (Infrastructure) Plan serving a residential, a non-residential project, or both, but submitted separately

Application Fee	\$ 817.14
Supplemental Fee - not to exceed	\$ 150,661.97
Percentage of total bond for first \$2M	5.67%
Percentage of total bond for over \$2M	3.80%

3. Targeted Industry Development

Application Fee	\$ 407.90
Supplemental Fee	50% of non-targeted

4. Public Improvement Plan - Serving a targeted industry project, but submitted as a separate plan.

Application Fee	\$ 407.90
Supplemental Fee - not to exceed	50% of non-targeted

5. Outdoor Recreation Uses (e.g., golf course, driving range, kiddie park)

Application Fee	\$ 817.14
Supplemental Fee - not to exceed	\$ 45,380.95
Per disturbed acre	\$ 362.87
Per gross sq. ft. of proposed building(s) up to 10,000 sq. ft.	\$ 0.96
Per gross sq. ft. of proposed building(s) over 10,000 sq. ft.	\$ 0.32

PART VIII - LAND DEVELOPMENT PERMIT FEES

Fee

6. Revision Plans

Application Fee	\$ 1,361.45
Supplemental Fee - percentage of total bond or any increase in total bond, whichever is applicable	
Residential Development	8.17%
Nonresidential Development	8.17%
Targeted Industry Development	50% of non-targeted

7. Administrative Review/Minor Site Plans

Application Fee	\$ 245.01
Supplemental Fee - percentage of total bond	
Residential Development	6.32%
Nonresidential Development	9.56%
Targeted Industry Development	50% of non-targeted

8. Flood Hazard Use Permit

\$101.98

9. Underground Utility Permit

\$153.63

10. Land Disturbance Permit

\$135.08

Note: Schools and Other Prince William County Facility Subdivision/Site Plans

The design engineer shall note on the initial submission the appropriate application and supplemental fees along with supporting documentation even though the total bond may not be posted. Payment or crediting will be determined according to county policies and procedures relevant to the particular plan and agency.

PART IX - MISCELLANEOUS FEES	Fee
1. Sale of Computer Generated Information - Reports/Printouts	
Standard reports (from listing)	
Up to ten pages	
Over ten pages	\$ 12.93
Customized reports/printouts - must be pre-ordered; will be billed according to the following fees:	
Per hour	\$ 116.37
Programming time, per minute	\$ 0.40
Computer connection time, per second	\$ 0.24
2. Overtime Policy	
Per hour	\$ 75.00
When a contractor's special request for inspections beyond normal working hours has been approved by the Site Inspections Manager, a per-hour fee shall be charged over and above any fees already levied for the permit or inspections.	
<u>Billable Minimum</u> - A minimum of two hours will be billed for any one day.	
<u>Travel Time</u> - Travel time is included in billable hours.	
<u>Record Keeping</u> - Inspectors must keep detailed records of inspection time and travel time.	
<u>Advance Agreement</u> - The inspection fees and approximate hours must be agreed upon in advance, in writing, by the firm requesting the overtime service and the Site Inspections Manager.	
<u>Billing</u> - Approved inspection fees will be billed on a weekly basis unless other arrangements are made.	
<u>Payments</u> - Payments on invoices must be paid promptly. Inspections will be discontinued if invoices are not paid within one week.	
3. Returned Check Fee	\$ 50.00
4. Site Occupancy Phasing Plans, per phase	\$ 107.32
5. Site Occupancy Inspection Request (Commercial/Multi-family/Temporary or Partial)	\$ 152.57
- Per phase field inspection	
6. Lot Grading Plans - Lots being reviewed exclusive of subdivision review, per lot	\$ 493.99
7. Minor Lot Grading Plan Revision	\$ 63.57
Note: Major revisions shall be charged the normal lot grading plan fee.	
8. Lot Grading Inspection (Paid with Building Permit)	\$ 246.33
Re-inspection fee	\$ 103.30
9. Pavement Redesign and CBR Test Verification, per street	\$ 405.25
10. Geotechnical Report in Conjunction with a Lot Grading Plan, per lot	\$ 178.44
11. Fire Lane Plan Review	\$ 303.41
12. Fire Lane Plan Inspection	\$ 246.99
13. As-Built Plan Review	
First Submission	\$ 397.31
Second Submission (one-time fee)	\$ 324.47
14. Camera Van Inspections	
a. Per linear foot (\$301.38 minimum)	\$ 2.51
b. Minimum fee	\$ 301.38
15. Camera Van Re-Inspection	
a. Work not ready for inspection as defined in Camera Van policy.	\$ 301.38
Not ready is defined as all of the required items for the requested inspection have not been installed and/or the work is not complete.	
b. Work is ready for inspection as defined in Camera Van policy, but deficiencies are identified. The reinspection fee shall be charged for each inspection over two when the identified deficiencies have not been corrected.	\$ 301.38
16. Erosion & Sediment Control Variance	\$ 382.73
17. Wetlands Permit Application	\$ 649.64
a. Mitigation rate vegetated \$18.00 sq ft	
b. Mitigation rate non-vegetated \$9.00 sq ft	
18. Concrete Re-Inspection fee for driveways and sidewalks	\$ 156.72
19. Open Cut Trenching for utility crossings on paver travelways and streets which are not in the State system of highways	\$ 221.51

Land Use Applications - Zoning, Rezoning and Special Use Permit Fees

This section identifies fees charged in connection with the review and processing of applications for rezoning, special use permits, zoning permit fees, and other land use applications reviewed by the Planning Office.

Applicants should use this schedule to identify fees associated with their respective applications. The fee schedules for rezoning and special use permit applications may also be found as part of the rezoning and special use application checklists.

The exact amount should be used when calculating payments for review fees when submitted as part of the application process. If there is a miscalculation of fees by less than 20 percent and the plan meets quality control screening standards, the Planning Office will accept the plans and adjust the amount by the final submission.

Any fees calculated on an area basis must be figured to a minimum of two decimal places. For example, if the parcel area is 8.49956 ac, use 8.50 ac to calculate the fees.

Payment can be made using cash, checks, or credit/debit cards for all Zoning Administration reviews. The following credit/debit cards will be accepted: Master Card, Visa, and Discover. For rezonings and special use permits, only cash and check payments will be accepted. Checks should be made payable to "Director of Finance, Prince William County," and be submitted as part of the application process.

Checks for land use review fees must be made payable to the Director of Finance, Prince William County, and submitted as part of the application process.

Refunds: A refund of 25% of the application fee shall be returned to the applicant if the application requiring a public hearing is withdrawn prior to the submission of a newspaper advertisement announcing the Planning Commission public hearing. Cases withdrawn after the advertisement will not have any funds reimbursed.

PART I -REZONING FEES

Classification	Zoning District	Base	Plus/Acre
A-1	Agricultural		
	a. without a residential component	\$ 8,683.72	\$ -
	b. with a residential component	\$ 10,854.65	\$ -
SR- 5	Semi-rural Residential	\$ 10,854.65	\$ 311.94
SR-3	Semi-rural Residential	\$ 10,854.65	\$ 311.94
SR-1	Semi-rural Residential	\$ 10,854.65	\$ 311.94
R-2	Suburban Residential Low	\$ 10,854.65	\$ 311.94
R-4	Suburban Residential Low	\$ 10,854.65	\$ 311.94
R-6	Suburban Residential Medium	\$ 10,854.65	\$ 311.94
RMH	Residential Mobile Home	\$ 10,854.65	\$ 311.94
R-16	Suburban Residential High	\$ 10,854.65	\$ 311.94
R-30	Urban Residential	\$ 10,854.65	\$ 311.94
RU	Urban Residential	\$ 10,854.65	\$ 311.94
V	Village		
	a. without a residential component	\$ 8,683.72	\$ 249.55
	b. with a residential component	\$ 10,854.65	\$ 311.94
MXD	Mixed Use District	\$ 14,487.95	\$ 431.54
MXD	Addition		
	a. without a residential component	\$ 11,590.36	\$ 345.23
	b. with a residential component	\$ 14,487.95	\$ 431.54
MXD	Amendment		
	a. without a residential component	\$ 5,795.18	\$ 345.23
	b. with a residential component	\$ 7,243.97	\$ 431.54
PMR	Planned Mixed Residential	\$ 14,487.95	\$ 431.54
PMR	Addition		
	a. without a residential component	\$ 11,590.36	\$ 345.23
	b. with a residential component	\$ 14,487.95	\$ 431.54
PMR	Amendment		
	a. without a residential component	\$ 5,795.18	\$ 345.23
	b. with a residential component	\$ 7,243.97	\$ 431.54
RPC	Residential Planned Community	\$ 14,487.95	\$ 431.54
RPC	Addition		
	a. without a residential component	\$ 11,590.36	\$ 345.23
	b. with a residential component	\$ 14,487.95	\$ 431.54
RPC	Amendment		
	a. without a residential component	\$ 5,795.18	\$ 345.23
	b. with a residential component	\$ 7,243.97	\$ 431.54
B-1	General Business	\$ 8,683.72	\$ 212.06
B-2	Neighborhood Business	\$ 8,683.72	\$ 178.44
B-3	Convenience Retail	\$ 8,683.72	\$ 178.44
O(L)	Office - Low-rise	\$ 8,683.72	\$ 178.44
O(M)	Office - Mid-rise	\$ 8,683.72	\$ 239.20
O(H)	Office - High-rise	\$ 8,683.72	\$ 310.32
O(F)	Office - Flex	\$ 8,683.72	\$ 239.20

PART I -REZONING FEES

Classification	Zoning District	Base	Plus/Acre
M-1	Heavy Industrial	\$ 8,683.72	\$ 275.41
M-2	Light Industrial	\$ 8,683.72	\$ 230.16
M-T	Industrial/Transportation	\$ 8,683.72	\$ 310.32
PBD	Planned Business District	\$ 11,590.36	\$ 345.23
PBD	Addition	\$ 11,590.36	\$ 345.23
PBD	Amendment	\$ 5,795.18	\$ 345.23
PMD	Planned Mixed Use District, first 500 acres plus		
	a. without a residential component	\$ 11,590.36	\$ 354.28
	b. with a residential component	\$ 14,487.95	\$ 431.54
	for 501 - 1,000 acres plus		
	a. without a residential component		\$ 178.44
	b. with a residential component		\$ 223.04
	for 1,001 - 1,500 acres		
	a. without a residential component		\$ 87.93
	b. with a residential component		\$ 109.90
	for 1,501 acres and above (in addition to fees for first 1,500 acres)		
	a. without a residential component		\$ 43.96
	b. with a residential component		\$ 54.96
PMD	Addition		
	a. without a residential component	\$ 11,590.36	\$ 364.62
	b. with a residential component	\$ 14,487.95	\$ 455.78
PMD	Amendment		
	a. without a residential component	\$ 5,795.18	\$ 364.62
	b. with a residential component	\$ 7,243.97	\$ 455.78

OTHER FEES

Service Authority Review

Required for most rezoning applications

\$ 71.12

Rezoning of less than 40,000 sq. ft. in land area
to a residential use (does not create new lots)

\$ 4,346.06

Corrective Rezoning of less than 40,000 sq. ft. in land area

\$ 3,476.85

Proffer Amendment - not involving significant modifications to the basic submission or general development plan, but requiring a public hearing process. Substantive changes to proffered conditions require a new zoning application.

\$ 5,537.87

Modification to an Overlay District

\$ 2,198.00

Traffic Impact Studies

a. First Submission

\$ 1,697.90

b. Third and Subsequent Submissions

\$ 848.95

Comprehensive Plan Amendment

\$ 2,263.86 \$ 110.00

Administrative Proffer Modification

\$ 1,697.90

PART II - SPECIAL USE PERMIT FEES

Fee

In the event that a proposed special use is not clearly described in this schedule, the Planning Office shall determine the special use "most like" the proposal and assign the fee accordingly.

Description	Use	
Category A - Limited to small-scale uses in the Agricultural and Residential districts. Also lawful nonconforming uses	<ul style="list-style-type: none"> • Breeding exotic birds and animals • Keeping of domestic fowl in SR1, SR3, and SR5 • Lawful nonconforming uses • R-4 lots on private streets • Semi-rural lots on private wells • Small wind-driven energy system 	\$ 228.44
Category B - Nonresidential uses within residential areas, but not necessarily commercial in nature	<ul style="list-style-type: none"> • Bed and Breakfast • Child care facility, 2 to 12 children • Family day home, 5 to 9 children • Group residences, recovery homes • Home business (except rural home business) • Home employment • Private school, ancillary to a residence • SWM facilities 	\$ 404.28
Category C - Agricultural uses not related to farming or permitted agricultural uses; temporary public facilities; other limited uses not necessarily commercial in nature	<ul style="list-style-type: none"> • Adult day care, up to 9 persons • Agritourism on a private street • Arts related use on a private street • Commercial riding facility • Craft brewery • Non-Agricultural Fill • Non-Commercial kennel • Petting Farm • Ranges, outdoors or indoors, as an ancillary use • Rural home business, without outside storage 	\$ 708.55
Category D - Non-commercial and commercial uses of minimal impact or intensity.	<ul style="list-style-type: none"> • Adaptive reuse of a historic building • Adult day care facility, 10 or more persons • Agritourism on a private street • Arts related use on a private street • Child care facility, 13 to 40 children • Community Recreation Facility • Craft brewery • Donated materials collection center. • Electronic message board sign(s) • Homeless shelter • Manufacturing, pottery, ceramics • Medical care facility, less than 20 beds • Merchant Craftsman/Artisan Shop • Pet Care Facility • Private school, as a principal use (not ancillary to residence) • Rooftop radio towers over 10 ft. from roof • Rural home business, with outside storage • Sign package, 1-5 signs • Temporary use of manufactured or modular units by religious institutions and private schools 	\$ 1,771.39

PART II - SPECIAL USE PERMIT FEES

Fee

Description	Use	
Category E - Commercial uses with intensity that is semi-compatible with surrounding uses with relatively few design mitigation measures	<ul style="list-style-type: none"> • Boarding/kenneling of pets accessory to a pet store. • Child care facility, over 40 children • Commercial Uses in R-30 • Farmer's market • Flea market • Kennel, commercial • Landscaping Service • Lodging house • Manufactured or modular and mobile homes by public uses • Motor vehicle service 3 or less service work bays • Outdoor storage • Private camp • Ranges, outdoors and indoors, commercial • Recycling Collection Points • Religious institution • Satellite Parking, Religious Institution • Sign package, 6 or more signs • Veterinary hospital, with kennel • Village Zoning District - Modification to Development Standards and residential on lots in excess of 1 acre • Watchman's dwelling 	\$ 2,658.38
Description	Use	
Category F - Technology-related uses that have little to no impact (low traffic generation, noise, odor, etc.)	<ul style="list-style-type: none"> • Data Center • Electric Substation • Telecommunication towers and Radio or TV Broadcasting Station 	\$ 7,706.22
Description	Use	
Category G - Greater intensity commercial activities, and activities of potentially greater off-site impacts (traffic, noise, lighting, etc.)	<ul style="list-style-type: none"> • B-2 uses greater than 12,000 sq. ft. of floor area • Boat sales (excluding non-motorized), rental or lease, storage, service, or repair. • Car wash • Catering, commercial (on or off premises) • Cemetery • Civic club • Commercial parking lot • Commercial recreation outdoors or indoors • Conversion to condominium ownership • Country club • Drive-in, drive-through facilities, other • Garden center • HCOD uses not otherwise specified • Interim uses • Janitorial service • Medical care facility, 20 or more beds • Metal fabrication and signage • Mixed-use Buildings • Mortuary, funeral, or wedding chapel • Motor vehicle sales, limited & recreational 3 or less service work bays • Motor vehicle service 4 or more service work bays • Motorcycle sales, including repair • Nursing home • Quick service food store. • Recreational vehicle park/camp ground. • Religious institutions, with related facilities • Restaurant, carry-out. • Restaurant, drive-in, drive-up, drive-through, carry out • Self-storage center • Theaters, drive-in or indoor 	\$ 7,975.16

PART II - SPECIAL USE PERMIT FEES

Fee

Description	Use	
Category H - Agricultural, residential, or commercial uses which require intense site specific analysis for long-term impacts upon the surrounding area	<ul style="list-style-type: none"> • Ambulance service maintenance facility • Company vehicle service facility • Continuing Care Retirement Facility • Crematory, secondary to a hospital, mortuary or funeral home • Electronic component, assembly, and manufacturing • Home improvement center. • Hospital • Manufacturing of musical instruments and toys. • Manufacturing, pharmaceuticals (non-HAZMAT process). • Manufacturing/processing of other products, non-hazmat • Marina • Mobile home or office sales • Motor vehicle auction, wholesale • Motor vehicle fuel station - secondary only • Motor vehicle impoundment/storage yard, as principal use • Motor vehicle parts/repair (3 or less repair work bays) • Motor vehicle sales, limited and recreational (incl. boats) 4 or more repair work bays • Moving and storage. • Paintball Facility • Private airstrip, individual owner • Racetrack, equestrian • Railroad passenger station • Recycling Plant and Recycling material separation facility • Residential uses in commercial and office districts • Retail use exceeding 80,000 sf • Shopping Center type B in the B-2 Zoning District • Stadium or arena, indoors/outdoors • Taxi & limousine operation/service/dispatching facility • Town Center • Travel trailer and camp park • Solar Energy Facility 	<div style="border: 1px solid black; padding: 2px; display: inline-block;">\$ 10,633.55</div>

PART II - SPECIAL USE PERMIT FEES

Fee

Description	Use	
Category I - Industrial-type uses, which may involve hazmat; including commercial uses that have potential environmental hazards and significant traffic impacts to surrounding area.	<ul style="list-style-type: none"> • Airport, heliport, helipad • Asphalt/concrete plant • Assembly/proc. of other products, hazmat • Bus Station, commercial • Extraction of mineral resources and related operations • Hazmat storage facility • Heavy industry • Manufacturing, cosmetics, and perfume. • Manufacturing/processing and wholesale hazmat • Motor vehicle fuel station, retail • Motor vehicle graveyard • Motor vehicle parts/repair 4 or more repair work bays • Motor vehicle sales, unlimited off-road and heavy equipment, with repair • Motor vehicle towing • Racetrack, motorized • Research and development, hazmat • Sawmill • Testing and experimental labs, hazmat • Truck stop, with related facilities • Warehouse (Hazmat) • Water transportation facility • Wholesaling/storage and processing (HAZMAT). 	\$ 13,291.93
1. Modification of development standards based upon the physical amount of increase requested		
a. Increase in floor area ratio (FAR), per 1.0 FAR increase		\$ 1,711.92
b. Increased height, per foot		\$ 178.44
2. Modification of other development standards		
a. Reduction in minimum district size (1 acre / proposed district size x multiplier \$4,302.02)		\$ 4,431.08
b. Alternative compliance in a Mixed-Use District (for each development standard modified)		\$ 4,431.08
3. Other Fees		
a. Service Authority Review Fee - Required for most special use permit applications		\$ 71.12
b. Minor modifications of previously approved SUP conditions requiring a public hearing process, percentage of minimum fee		27.00%
c. Concurrent processing of SUP and REZ		\$ 71.12
d. Traffic impact studies		
i. First Submission		\$ 1,697.90
ii. Third and Subsequent Submissions		\$ 848.95
e. Administrative SUP Modification		\$ 1,131.93

PART III - MISCELLANEOUS ZONING FEES

Fee

1. Sign Permits

a. New Sign	
i. Less than 50 square feet	\$ 110.76
ii. Greater than or equal to 50 square feet	\$ 110.76
Plus fee per square foot	\$ 2.22
b. Temporary	\$ 55.38

2. Temporary Commercial Activity Permit

The temporary activity permit fee entitles the permittee to one sign.

The fee for a second sign shall be charged the fee for a temporary sign.

Category A - Limited to small-scale events with less than 100 people or small roadside stands	\$ 120.55
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Category B - Small-scale events with 100-500 people max	\$ 301.38
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Category C - Intermediate-scale events with 501-1,000 people in attendance	\$ 482.20
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Category D - Large-scale events with more than 1,000 people during the duration of the event	\$ 663.03
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Category E - Annual multi-events (max 4 events per application; Commercial requires a new application for each event after first 4)	\$ 482.20
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Outdoor Seating	\$ 5.00
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3. Certificate of Zoning Approval, (per item, request, etc.) to include:

additional electrical service, future tenant build-out, occupancy (non-residential zoning approval), mobile home replacement, model sales office, noncommercial kennel, Perc. test, secondary food preparation area/wet bar and drop boxes (per drop box)

\$ 51.84

4. Building Zoning Approvals, (per item, addition, structure, etc.):

accessibility ramp, decks, residential attached additions, detached structures, attached accessory structures, swimming pools, hot tubs, fences, retaining walls, driveways, patios, walkways, ingress/egress areaway, window wells, temporary family healthcare structure (granny pod), etc.

Single Approval	\$ 51.84
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Multiple Approvals , after initial approval	\$ 24.11
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5. Home Occupation Certificate - Family Day Home

\$ 93.00

6. Home Occupation Certificate Appeal

\$ 307.00

7. Home Occupation Certificate - Office (HOC-1)

\$ 60.28

8. Home Employment Certificate

\$ 60.28

9. Temporary Construction Trailer Permit, per trailer

\$ 99.94

10. Variance to the Board of Zoning Appeals

\$ 504.00

11. Re-advertisement/Re-notification (standard case)

\$ 63.00

12. Re-advertisement/Re-notification (expanded notification area)

\$ 128.00

13. Re-Posting/Replacement Sign (of 10 or more signs)

\$ 85.00

14. Appeal to the Board of Zoning Appeals (BZA)/Board of County Supervisors (BOCS)

\$ 750.00

15. Agricultural and Forestal District

\$ 50.00

16. Live Entertainment Permit (with Security Plan)

\$ 948.74

17. Live Entertainment Permit (without Security Plan)

\$ 650.97

PART III - MISCELLANEOUS ZONING FEES

	Fee
18. Non-conforming Lot or Structure	\$ 128.00
19. Non-conforming Use	
a. New Certification	\$ 215.00
b. Re-Certification applied for in less than or equal to two years from last certification date	\$ 62.00
c. Re-Certification applied for more than two years from last certification date	\$ 114.00
20. Zoning/Proffer/Special Use Permit - Determination or Interpretation	\$ 478.00
21. Zoning Verification (submitted by other than the homeowner) (DMV, DEQ, HUD)	\$ 93.00
22. Parking Tabulation (applicant prepared)	\$ 407.90
23. Parking Tabulation (County-prepared)	\$ 1,131.93
24. Section 106/NEPA Review	\$ 169.79
25. Public Facility Review	\$ 1,131.93

VIRGINIA STORMWATER MANAGEMENT PROGRAM (VSMP) FEES

	Total Fee	Fee to County	Fee to State*
A. Fee Category Based On Land Disturbance Area			
a. Individual SFH Not Part of Common Plan of Development up to 1 Ac. Land disturbance (Including additions or modifications)	\$0	\$0	\$0
b. Individual SFH Development (Detached residential structure) with a site or area, within or outside a common plan of development or sale, with Land Disturbance equal to or greater Than 1 Ac. (Including additions or modifications) but less than 5 Ac. For disturbance equal to or greater than 5 Ac. fees under Section "B" are applicable.	\$209	\$209	\$0
B. Other Land Disturbance Activities for sites or areas within common plans of development or sale			
c. Equal to or Greater Than 2,500 SF and Less Than 1 Ac.	\$290	\$209	\$81
d. Equal to or Greater Than 1 Ac. and less than 5 Ac.	\$2,700	\$1,944	\$756
e. Equal to or Greater than 5 Ac. and less than 10 Ac.	\$3,400	\$2,448	\$952
f. Equal to or Greater than 10 Ac. and less than 50 Ac.	\$4,500	\$3,240	\$1,260
g. Equal to or Greater than 50 Ac. and less than 100 Ac.	\$6,100	\$4,392	\$1,708
h. Greater than 100 Ac.	\$9,600	\$6,912	\$2,688

**VSMP Fees for Modification or Transfer of Registration Statements for Stormwater
Discharges Associated with Construction Activities - Fees to County Only**

	Fee to County
A. Fee Category Based On Land Disturbance Area	
a. Individual SFH Not Part of Common Plan of Development up to 1 Ac. Land disturbance (Including additions or modifications)	\$0
b. Individual SFH Not Part of Common Plan of Development with Land Disturbance greater Than 1 Ac. (Including additions or modifications)	\$20
B. Other Land Disturbance Activities for sites or areas within common plans of development or sale	
c. Equal to or Greater Than 2,500 SF and Less Than 1 Ac.	\$20
d. Equal to or Greater Than 1 Ac. and less than 5 Ac.	\$200
e. Equal to or Greater than 5 Ac. and less than 10 Ac.	\$250
f. Equal to or Greater than 10 Ac. and less than 50 Ac.	\$300
g. Equal to or Greater than 50 Ac. and less than 100 Ac.	\$450
h. Greater than 100 Ac.	\$700

Annual Permit Maintenance Fees - To County Only

	Fee to County
A. Fee Category Based On Land Disturbance Area	
a. Individual SFH Not Part of Common Plan of Development up to 1 Ac. Land disturbance (Including additions or modifications)	\$0
b. Individual SFH Not Part of Common Plan of Development with Land Disturbance greater Than 1 Ac. (Including additions or modifications)	\$50
B. Other Land Disturbance Activities for sites or areas within common plans of development or sale	
c. Equal to or Greater Than 2,500 SF and Less Than 1 Ac.	\$50
d. Equal to or Greater Than 1 Ac. and less than 5 Ac.	\$400
e. Equal to or Greater than 5 Ac. and less than 10 Ac.	\$500
f. Equal to or Greater than 10 Ac. and less than 50 Ac.	\$650
g. Equal to or Greater than 50 Ac. and less than 100 Ac.	\$900
h. Greater than 100 Ac.	\$1,400

SFH means Single Family Home (Detached)

**Fee to State* - Neither a registration statement nor a State's portion of the fee is required
for construction activities involving a single family detached residential structure, within
or outside a common plan of development or sale.**

END

County of Prince William

5 County Complex Court, Prince William, VA. 22192
(703) 792-6930, Fax (703) 792-5285 www.pwcva.gov

Department of Development Services Building Development Division

ADOPTED Fee Schedule

Effective July 1, 2022

Telephone numbers for additional information

Building Code Enforcement	(703) 792-6931	Miss Utility	(800) 552-7001
Building Construction Inspections	(703) 792-7006	Service Authority	(703) 335-7900
Building Permits	(703) 792-6924	VA Dept of Transportation	(703) 383-8368
Building Plan Intake	(703) 792-4040	VA. DPOR:	
Building Plan Review	(703) 792-6930	Contractors	(804) 367-8511
Special Inspections	(703) 792-6112	Architects and Engineers	(804) 367-8506
Land Development/Plan Review	(703) 792-6830	Bonds and Escrows	(703) 792-6830
Environmental Services	(703) 792-7070	Finance/BPOL	(703) 792-6710
Planning Department	(703) 792-7615	Fire Marshal's Office	(703) 792-6360
Transportation Department	(703) 792-6825	GIS/Mapping	(703) 792-6840
Watershed Management	(703) 792-7070	Health Department	(703) 792-6310
Zoning Administration	(703) 792-7615	Neighborhood Services	(703) 792-7018
Zoning Division	(703) 792-6830		

GENERAL

This fee schedule includes:

- 2% Fee Levy as authorized by Section 107.2 of the USBC to support the activities of the Prince William County Code Academy.
- 14% technology surcharge (percentage subject to change annually based on approved budget)
- 10% indirect costs surcharge (percentage subject to change annually based on approved budget)

These surcharges are calculated against the base fee to arrive at the total.

DEFINITIONS

1. **Tenant Layout** - Construction permits issued for the creation of a finished tenant space. This includes the installation of wall and floor materials and dropped ceilings, and may include partitions. Construction plans include structural detail and architectural features, plus electrical, plumbing and mechanical installations. Certificates of Use and Occupancy are issued upon completion of Tenant Layout work.
2. **Alteration/Repair** - For the purpose of new nonresidential construction, an alteration/repair building permit is issued to the tenant for additional work to satisfy special requirements of the tenant. Additional work may include installation of partitions or systems furniture.
3. **Common Area, Common Area Permit** - A common area of a building with multiple units and/or tenants; typically the footings, foundations, exterior bearing walls, interior walkways, floor-ceiling assemblies for multiple story buildings, and roof areas. This permit is used with Tenant Layout building permits in Use Groups B and M projects and with individual building permits for new residential units in R-2/R-3 projects.
4. **Gross Floor Area** - The floor area within the inside perimeter of the exterior walls of the building under consideration, exclusive of vent shafts and courts, without deduction for corridors, stairways, ramps, closets, the thickness of interior walls, columns or other features. The floor area of a building, or portion thereof, not provided with surrounding exterior walls shall be the usable area under the horizontal projection of the roof or floor above. The gross floor area shall not include shafts with no openings or interior courts.
5. **Group** - The classification of a building or structure based on the purpose for which it is used. See Virginia Construction Code and the International Building Code for various groups.
6. **R-1, R-2 and R-3 (4 Story/2 Dwelling Units) Groups** - Hotels, motels, boardinghouses, and dwellings such as apartment buildings. Condominiums, each with its own entrance, will fall under this category for the purpose of fee calculation.
7. **R-3, R-4 and R-5 Groups** - Townhouses, semi-detached, and detached single family dwelling units. Condominiums, each with its own entrance, do not fall under this category for the purpose of fee calculation.
8. **Shell Permit** - Partial building permit for a work that will not result in the issuance of a Certificate of Occupancy. Please refer to the Building Development Policy and Procedure for definitions and the permitting process.
9. **Value** - The aggregate cost of labor, material, overhead and profit to complete the entire job. The contract cost for the entire job or portions thereof which fall under the Uniform Statewide Building Code. Value is used for calculation of Alteration and Repair projects.
10. **Hazard**, (Light, Ordinary and Extra) for fire suppression - See NFPA 13 and Virginia Construction Code Chapter 3 for definition.

ADMINISTRATION AND STANDARDS

A permit must be issued before any of the following actions, which are subject to the Uniform Statewide Building Code (USBC), may be commenced, and applies to all structures, including the maintenance of existing structures:

- construction
- alteration
- removal/demolition
- repair
- addition
- footing and foundation

Permit Application

Application for a permit must be made to the Building Official and a permit must be obtained prior to the commencement of any of the following activities.

1. **Construction or demolition of a building or structure**, including the installation or altering of any equipment regulated by the USBC.
2. **For change of occupancy**, application for a permit shall be made when a new certificate of occupancy is required by the VEBC.
3. **Movement of a lot line that increases** the hazard to or decreases the level of safety of an existing building or structure in comparison to the building code under which such building or structure was constructed.
4. **Removal or disturbing of any asbestos** containing materials during the construction or demolition of a building or structure, including additions.
5. **Construction of all retaining walls supporting 3 feet or more of unbalanced fill** or supporting any surcharge from a structure above. Such work requires plan approval and a building permit. All plans shall be certified and signed by a Professional Engineer, except for retaining wall systems **supporting 4 feet or less of unbalanced fill without any surcharge other than ordinary unbalanced fill**. A retaining wall system may be composed of several tiers of individual retaining walls.

The Building Official may authorize work to commence pending the receipt of an application or the issuance of a permit.

Emergency Construction

Applications for emergency construction, alterations, or equipment replacement, must be submitted by the end of the first working day following the day such work commences.

Exemptions

The following are exempt from this code.

1. **Equipment and wiring used for providing utility, communications, information, cable television, broadcast or radio service** in accordance with the following conditions:
 - 1.1 The equipment and wiring are located on either rights-of-way or property for which the service provider has rights of occupancy and entry.
 - 1.2 Buildings housing exempt equipment and wiring shall be subject to the USBC.
 - 1.3 The equipment and wiring exempted by this section shall not create an unsafe condition prohibited by the USBC.
2. Support structures owned or controlled by a provider of publicly regulated utility services or its affiliates for the transmission and distribution of electric service in accordance with all of the following conditions:
 - 2.1 The support structures are located on either rights-of-way or property for which the service provider has rights of occupancy and entry.

- 2.2 The support structures exempted by this section shall not create an unsafe condition prohibited by the USBC.
3. **Direct burial poles used to support equipment or wiring** providing communications, information, or cable television services. The poles exempted by this section shall not create an unsafe condition prohibited by the USBC.
4. **Electrical equipment, transmission equipment, and related wiring** used for wireless transmission of radio, broadcast, telecommunications, or information service in accordance with all of the following conditions:
- 4.1 Buildings housing exempt equipment and wiring and structures supporting exempt equipment and wiring shall be subject to the USBC.
 - 4.2 The equipment and wiring exempted by this section shall not create an unsafe condition prohibited by the USBC.
5. **Manufacturing, processing, and product handling machines and equipment** that do not produce or process hazardous materials regulated by this code, including those portions of the conveyor systems used exclusively for the transport of associated materials or products, and all of the following service equipment:
- 5.1 Electrical equipment connected after the last disconnecting means.
 - 5.2 Plumbing piping and equipment connected after the last shutoff valve or backflow device and before the equipment drain trap.
 - 5.3 Gas piping and equipment connected after the outlet shutoff valve.
- Manufacturing and processing machines that produce or process hazardous materials regulated by this code are only required to comply with the code provisions regulating the hazardous materials.
6. **Parking lots and sidewalks** which are not part of an accessible route.
7. **Non-Mechanized playground** or recreational equipment such as swing sets, sliding boards, climbing bars, jungle gyms, skateboard ramps, and similar equipment where no admission fee is charged for its use or for admittance to areas where the equipment is located.
8. **Industrialized buildings** subject to the Virginia Industrialized Building Safety Regulations (13VAC5-91) and manufactured homes subject to the Virginia Manufactured Home Safety Regulations (13VAC5-95); except as provided for in Section 427 and in the case of demolition of such industrialized buildings or manufactured homes.
9. **Farm buildings and structures**, except for a building or a portion of a building located on a farm that is operated as a restaurant as defined in Section 35.1-1 of the Code of Virginia and licensed as such by the Virginia Board of Health pursuant to Chapter 2 (Section 35.1-11 et. seq.) of Title 35.1 of the Code of Virginia. However, farm buildings and structures lying within a flood plain or in a mudslide-prone area shall be subject to flood-proofing regulations or mudslide regulations, as applicable.
10. **Federally owned buildings and structures unless** Federal Law specifically requires a permit from the locality. Underground storage tank installations, modifications and removal shall comply with this code and in accordance with Federal Law.
11. **Off-site manufactured intermodal freight containers, moving containers, and storage containers** placed on site temporarily or permanently for use as a storage container.
12. **Automotive lifts.**

Exceptions from application for permit:

1. **Patios** - Building permit is not required for patios which are not designed to support a future structure and that are not suspended concrete slabs.

2. **Decks** - Building permit is not required for decks where all portions of the top of the floor are within 16.5 inches of finished grades.
3. **Installation of wiring and equipment that** (i) operates at less than 50 volts; (ii) is for broadband communications systems; (iii) is exempt under Section 102.3(1) or 102.3(4); or (iv) is for monitoring or automation systems in dwelling units, except when any such installations are located in a plenum, penetrate fire-rated or smoke-protected construction, or are a component of any of the following: fire alarm system; fire detection system; fire suppression system; smoke control system; fire protection supervisory system; elevator fire safety control system; access or egress control system or delayed egress locking or latching system; fire damper; or door control system.
4. **One story detached accessory structures used as tool and storage sheds**, playhouses or similar uses, provided the floor area does not exceed 256 square feet (23.78 m²) and the structures are not classified as a Group F-1 or H occupancy.
5. **Detached pre-fabricated buildings** housing the equipment of a publicly regulated utility service, provided the floor area does not exceed 150 square feet (14 m²).
6. **Tents or air-supported structures, or both, that cover an area of 900** square feet (84 m²) or less, including within that area all connecting areas or spaces with a common means of egress or entrance, provided such tents or structures have an occupant load of 50 or less persons.
7. **Fences of any height unless required for pedestrian safety as provided for by Section 3306, or used for the barrier for a swimming pool.** (NOTE: The approval of the Zoning Office is required for these buildings for verification of compliance with appropriate setback, side yard and rear yard requirements of the Zoning Ordinance of Prince William County. Any electrical installation will require permits and inspections.)
8. **Concrete or masonry walls**, provided such walls do not exceed six feet in height above the finished grade. Ornamental column caps shall not be considered to contribute to the height of the wall and shall be permitted to extend above the six feet height measurement.
9. **Retaining walls supporting less than** three feet of unbalanced fill. This exemption shall not apply to any wall impounding Class I, II or III-A liquids or supporting a surcharge other than ordinary unbalanced fill.
10. **Swimming pools that have a surface area not greater** than 150 square feet (13.95 m²), do not exceed 5,000 gallons (19 000 L) and are less than 24 inches (610 mm) deep.
11. **Flagpoles** 30 feet (9144 mm) or less in height.
12. **Temporary ramps** serving dwelling units in Group R-3 and R-5 occupancies where the height of the entrance served by the ramp is no more than 30 inches (762 mm) above grade.
13. **Construction work** deemed by the building official to be minor and ordinary and which does not adversely affect public health or general safety.
14. **Ordinary repairs not including** (i) the cutting away of any wall, partition or portion thereof; (ii) the removal or cutting of any structural beam or load bearing support; (iii) the removal or change of any required means of egress; (iv) the rearrangement of parts of a structure affecting the egress requirements; (v) the addition to, alteration of, replacement of or relocation of any standpipe, water supply, sewer, drainage, drain leader, gas or oil, soil, waste, vent or similar piping, electric wiring or mechanical work; or (vi) any other work affecting public health or general safety. However, ordinary repairs shall include, but are not limited to, the following:
 - 14.1 Replacement of windows and doors with windows and doors of similar operation and opening dimensions that do not require changes to the existing framed opening and that are not required to be fire rated in Group R-2 where serving a single dwelling unit and in Groups R-3, R-4 and R-5.

- 14.2 Replacement of plumbing fixtures and well pumps in all groups without alteration of the water supply and distribution systems, sanitary drainage systems or vent systems.
- 14.3 Replacement of general use snap switches, dimmer and control switches, 125 volt-15 or 20 ampere receptacles, luminaries (lighting fixtures) and existing ceiling (paddle) fans in Group R-2 where serving a single dwelling unit and in Groups R-3, R-4 and R-5.
- 14.4 Replacement of mechanical appliances provided such equipment is not fueled by gas or oil in Group R-2 where serving a single-family dwelling and in Groups R-3, R-4 and R-5.
- 14.5 Replacement of an unlimited amount of roof covering or siding in Groups R-3, R-4 or R-5 provided the building or structure is not in an area where the design (3 second gust) wind speed is greater than 100 miles per hour (160 km/hr) and replacement of 100 square feet (9.29 m²) or less of roof covering in all groups and all wind zones.
- 14.6 Replacement of 256 square feet (23.78M²) or less of roof decking in Groups R-3, R-4 or R-5 unless the decking to be replaced was required at the time of original construction to be fire-retardant-treated or protected in some other way to form a fire-rated wall termination.
- 14.7 Installation or replacement of floor finishes in all occupancies.
- 14.8 Replacement of Class C interior wall or ceiling finishes installed in Groups A, E and I and replacement of all classes of interior wall or ceiling finishes in other groups.
- 14.9 Installation of replacement cabinetry or trim.
- 14.10 Application of paint or wallpaper.
- 14.11 Other repair work deemed by the building official to be minor and ordinary which does not adversely affect public health or general safety.
- 15. Signs under the conditions in section H101.2 of Appendix H of the Virginia Construction Code.
- 16. Replacement of above-ground existing LP-gas containers of the same capacity in the same location and associated regulators when installed by the serving gas supplier.
- 17. **Crypts, mausoleums, and columbaria structures** not exceeding 1500 square feet (139.35 m²) in area if the building or structure is not for occupancy and used solely for the interment of human or animal remains and is not subject to special inspections.
- 18. **Billboard safety upgrades** to add or replace steel catwalks, steel ladders, or steel safety cable.

Exception: Application for a permit may be required by the Building Official for the installation of replacement siding, roofing and windows in buildings within a historic district designated by a locality pursuant to Section 15.2-2306 of the Code of Virginia.

Fee Collected for Other Agencies

Building Development collects the following fees for Land Development: Lot Grading Inspection and Re-Inspection Fee, Lot Escrow, Site Modification Deposit and Site Modification Fee. Please refer to the [Land Development Fees webpage](#) for more information.

Building Development collects the following fees for the Fire Marshal's Office: Inspection Fee and After Hours Inspection Fee. Please refer to the [Fire Marshal Fee Schedule](#) for these fees.

Methods of Payment

Building Development accepts in person payments of Cash, Check or Cards bearing the Visa, MasterCard and Discover name and logo for development related fees. Proffers, Bonds and Escrow payments cannot be paid with Cards.

Based on the Board of County Supervisors adoption of revisions to the Building Development Fee Schedule, the Building Development fees are subject to change. The fee amount charged will be based on the approved Building Development Fee Schedule in effect on the date of permit issuance.

Refunds

1. **All requests for refunds must be made in writing to the Building Official.** An administrative fee for processing the refund request will be deducted from the refund.

Base Fee	Surcharges	Total Fee
\$79.03	\$20.28	\$99.31

2. Each inspection requested reduces the amount of the refund by a percentage based on the minimum number of total inspections required.
3. Refunds of fees for Certificates of Use and Occupancy are based on the above schedule.
4. Contractor License Fees are not refundable
5. As a result of the administrative costs for processing a permit with a minimum fee, there shall be no refunds on minimum fee permits.
6. As a result of the administrative and plan review costs for processing code modifications and plans, there shall be no refunds of Filing Fees, Resubmission Fees, Revision Fees, and Code Modification Fees.
7. Refund requests made 180 days after the payment date will be denied.

Returned Checks

Fees for returned checks will be charged in accordance with Prince William County Code Sec. 4.5-1, et seq.

CONTRACTOR LICENSING AND TRADESMAN CERTIFICATION

1. License Fees

- a. Home Improvement Contractor License
- b. Home Improvement Contractor License renewal
- c. Reissue Lost Contractor License Card

Base Fee	Surcharges	Total Fee
\$ 147.23	\$ -	\$ 147.23
\$ 111.06	\$ -	\$ 111.06
\$ 51.65	\$ -	\$ 51.65

AMUSEMENT DEVICES (CARNIVAL RIDES)

1. Amusement Devices (Carnival Rides) - See Virginia Amusement Device Regulations, 13 VAC 5-31-100, for definitions of Kiddie, Adult, and Spectacular Rides. Regulations state "the total for fees associated with one permit to operate and any associated inspections or one renewal of a permit to operate and any associated inspections shall not exceed" the amount shown. The fee for each amusement device under the permit shall be reduced by 75% when the inspection for obtaining a certificate of inspection for that device is conducted by a private inspector.

- a. Kiddie Ride, each
- b. Adult Ride, each
- c. Spectacular Ride, each
- d. Roller coasters exceeding 30' height
- e. Generators, per event

\$ 35.00	\$ 0.70	\$ 35.70
\$ 55.00	\$ 1.10	\$ 56.10
\$ 75.00	\$ 1.50	\$ 76.50
\$ 200.00	\$ 4.00	\$ 204.00
\$ 165.00	\$ 3.30	\$ 168.30

PERMIT FEES, OTHER

1. Annual Permit

- a. Fee per square foot of gross floor/area building
(fee not to exceed \$50,000)
- b. Minimum fee for each unattached building
- c. Tents (greater than 900 square feet)
 - i. First tent
 - ii. Each additional tent

\$ 0.0052	\$ 0.0013	\$ 0.0065
\$ 367.51	\$ 94.33	\$ 461.84
\$ 263.15	\$ 67.55	\$ 330.70
\$ 88.20	\$ 22.64	\$ 110.84

2. Minimum Trade Permit Fee:

All fees for permits issued on a minimum fee or reduced fee basis shall be paid in full at the time of permit application.

- a. Residential R-3, R-4, and R-5 and their accessory structures - A minimum fee shall apply to any permit for which the calculated fee would otherwise be less than the minimum fee.
- b. Nonresidential and R-1, R-2 and R-3 (4 story/2 dwellings) - A minimum fee shall apply to any permit for which the calculated fee would otherwise be less than the minimum fee.

\$ 79.03	\$ 20.28	\$ 99.31
\$ 130.84	\$ 33.58	\$ 164.42

3. Violation Notice

To offset the cost of expenses necessary for Building Code Enforcement activities, an additional fee shall be charged for permits obtained to abate a violation notice. The additional fee shall be 100% of the calculated permit fee; not to exceed \$2,500. All surcharges shall apply. The Director of Development Services may waive this additional fee for extenuating circumstances.

4. Reinstatement of rescinded construction permit

\$ 117.23	\$ 30.08	\$ 147.31
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5. Reassignment of responsible parties for construction permits

\$ 117.23	\$ 30.08	\$ 147.31
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6. Residential Limited Service/Repair Permits

- a. Base Fee
- b. Fee for each additional item to be inspected (requested or required)

\$ 63.23	\$ 16.23	\$ 79.46
\$ 14.50	\$ 3.72	\$ 18.22

CERTIFICATES OF USE AND OCCUPANCY

1. A building or structure shall not be used until a Certificate of Use and Occupancy has been issued by the Building Official. The fees for Certificates of Use and Occupancy and related documents are as follows:

	Base Fee	Surcharges	Total Fee
a. Residential R-3, R-4 and R-5 buildings and R-2 Condo, per unit	\$ 88.20	\$ 22.64	\$ 110.84
b. Residential R-1, R-2 and R-3 (4 Story/2 Dwelling Units) and all other Use Groups, per Building	\$ 130.84	\$ 33.58	\$ 164.42
c. Home Business Permit for businesses approved by Zoning.	\$ 79.03	\$ 20.28	\$ 99.31
d. Temporary Certificate			
i. Residential R-3, R-4 and R-5 buildings and R-2 Condo, per unit, First Issuance	\$ 79.03	\$ 20.28	\$ 99.31
ii. Residential R-1, R-2 and R-3 (4 Story/2 Dwelling Units) and all other Use Groups, per Building, first issuance	\$ 130.84	\$ 33.58	\$ 164.42
iii. Renewal of expired Temporary Occupancy Permit	\$ 174.92	\$ 44.90	\$ 219.82
e. Certificate of Use and Occupancy for change in use or ownership for nonresidential structure where no construction permit is involved. Collected at time of application.	\$ 130.84	\$ 33.58	\$ 164.42
f. Replacement of Occupancy Load Posting Sign, per sign	\$ 88.20	\$ 22.64	\$ 110.84
g. Duplicate copy of Certificate of Use and Occupancy where building permit issue date is earlier than June 30, 2000.	\$ 88.20	\$ 22.64	\$ 110.84

PLAN REVIEW FEES, OTHER

1. Plan Review Filing Fees
- | | | | |
|---|----------------------------|----------|-----------|
| a. Residential (Single Family, Duplex, Townhouse, etc.), per unit | \$ 102.73 | \$ 26.37 | \$ 129.10 |
| b. Nonresidential, including multifamily | 35% of Building Permit Fee | | |
| c. Nonresidential, Footing and Foundation only | 20% of Building Permit Fee | | |
| d. Nonresidential, Life Safety/Phasing/Temporary Shoring Plan | \$ 130.84 | \$ 33.58 | \$ 164.42 |
2. Code Modification Review
- | | | | |
|--|-----------|-----------|-----------|
| a. R-3 (1 dwelling), R-4 and R-5 Groups per dwelling unit | \$ 79.03 | \$ 20.28 | \$ 99.31 |
| b. All other Use Groups, per structure or tenant space, whichever is greater | \$ 130.84 | \$ 33.58 | \$ 164.42 |
| c. When multiples of "a" or "b" above are submitted simultaneously for the same project, the maximum fee shall be: | \$ 785.10 | \$ 201.50 | \$ 986.60 |
3. Plan Review - Resubmission/Revision Fees
- a. Plan Resubmission Fee - A fee computed at the rate of 4% of the Building Permit fee may be assessed for each resubmission of construction plans (except for decks and other minor residential projects). The minimum fees for Plan resubmission are:
- | | | | |
|--|-----------|----------|-----------|
| i. Residential (R-3 [1 Dwelling], R-4, R-5) | \$ 79.03 | \$ 20.28 | \$ 99.31 |
| ii. Building Plan Intake Quality Control Denial (third or greater) | \$ 30.39 | \$ 7.80 | \$ 38.19 |
| iii. Nonresidential (Includes R-1, R-2, R-3 [4 story/2 dwellings]) | \$ 174.92 | \$ 44.90 | \$ 219.82 |
| iv. Building Plan Intake Quality Control Denial (third or greater) | \$ 60.78 | \$ 15.60 | \$ 76.38 |
- b. Plan Revision Fee - A fee computed at the rate of 2% of the Building Permit fee shall be assessed for each post plan approval revision to all construction plans. The minimum fees for revised plans are:
- | | | | |
|--|-----------|----------|-----------|
| i. Residential (R-3, R-4, R-5), per dwelling unit | \$ 79.03 | \$ 20.28 | \$ 99.31 |
| ii. All others, per structure or nonresidential tenant space | \$ 174.92 | \$ 44.90 | \$ 219.82 |
- c. Plan Resubmission to Revision Fee - A fee computed at the rate of 4% of the revision fee shall be assessed for each post plan approval resubmission to revision to all construction plans; or the minimum fee, whichever is greater.
- | | | | |
|--------------------|-----------|----------|-----------|
| i. Residential | \$ 79.03 | \$ 20.28 | \$ 99.31 |
| ii. Nonresidential | \$ 174.92 | \$ 44.90 | \$ 219.82 |
4. Providing approved plans and employee for making copies outside of agency location, base fee (plus copy charge)
- | | | | |
|--|-----------|---------|-----------|
| | \$ 156.75 | \$ - | \$ 156.75 |
| Rereview of lost plans/additional plans; no minimum or maximum fee, per page | \$ 6.06 | \$ 1.56 | \$ 7.62 |

INSPECTION FEES, OTHER

1. Inspections

- a. After Hours Inspection - Inspections may be conducted after normal work hours by BDD inspectors with special approval and when arranged in advance. The fee for each inspection to be conducted shall be applied separately for each discipline inspected and is payable in advance. Two hour minimum.

Fee shown is per hour.

\$	133.85	\$	34.35	\$	168.20
\$	79.03	\$	20.28	\$	99.31

- b. Post Concealment Inspection Analysis, per permit

- c. Inspection Cancellation Fee

- i. Up to 8:00 a.m. on the day of inspection

\$	31.62	\$	8.11	\$	39.73
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- ii. After 8:00 a.m. and before the inspector arrives at the site

- iii. Townhouse Multiple Inspections for the same building - Inspector has arrived at the site and rejected the first townhouse inspection.

The permit holder wants to cancel the inspections for the remaining units in that same building.

\$	31.62	\$	8.11	\$	39.73
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- d. Reinspection Fee

- i. Work not ready for inspection. Not ready is defined as all of the required items for the requested inspection have not been installed and the work is not complete.

\$	117.23	\$	30.08	\$	147.31
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- ii. Work is ready for inspection, but deficiencies are identified. The reinspection fee shall be charged for each inspection over two when the identified deficiencies have not been corrected.

\$	117.23	\$	30.08	\$	147.31
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- iii. All cancellation and rejection fees shall be paid prior to requesting the scheduling of the final inspection.

- iv. The Director of Department of Development Services or designee shall have the authority to waive the Reinspection fees and the Cancellation fees based on the written request of the Permit Holder with sufficient justification to grant such a waiver.

- e. Code Compliance Inspection requested by customer

Fee shown is per hour.

\$	117.23	\$	30.08	\$	147.31
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2. JOE Inspections

- a. JOE Program with Safety Inspection (Additional fees apply; Fire Marshal Inspection and Certificate of Use and Occupancy)

\$	93.16	\$	23.18	\$	116.34
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- b. JOE Program without Safety Inspection

\$	39.68	\$	10.32	\$	50.00
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3. Third Party Inspection Certification Program for Leftover Inspections - see Building Development Policy 1.17, effective May 5, 2006 - Field Validation Phase, Daily

\$	592.39	\$	152.05	\$	744.44
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4. Third Party Engineers Seminar, per seminar

(Note: This fee does not apply to the quarterly seminar scheduled by the County.)

n/a	\$	-	\$	350.00
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Base Fee Surcharges Total Fee

II. BUILDING FEES

All permits necessary under the provisions of the Virginia Uniform Statewide Building Code shall be procured and paid for before initiation of the work covered by such permits.

A. NEW CONSTRUCTION AND ADDITIONS

1. Residential - R-3, R-4 and R-5

(Does not include R-2 classified as R-3 or R-3 [4 story/2 dwellings]- See nonresidential.)

- a. Fee per square foot of the gross floor area, to include basements and garages. Decks required to be permitted separately on new residential construction.
- b. Minimum fee for new dwelling units, garages, carports, additions, breezeways, gazebos, open porches with roofs, decks greater than 250 SF and detached sheds greater than 256 SF
- c. Minimum fee
(decks and detached sheds 250 sq. ft. or less)

\$	0.1132	\$	0.0290	\$	0.1422
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\$	196.27	\$	50.39	\$	246.66
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\$	79.03	\$	20.28	\$	99.31
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2. Nonresidential Structures - Includes R-1, R-2, R-2 group classified as R-3 and R-3 (4 story/2 dwellings):

- a. Fee per square foot of gross floor area -
for complete buildings only
- b. Minimum fee per structure or tenant space
- c. Tents (greater than 900 square feet)
- d. Framing and Rough-in Permit

\$	0.2156	\$	0.0554	\$	0.2710
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\$	263.15	\$	67.55	\$	330.70
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\$	130.84	\$	33.58	\$	164.42
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\$	263.15	\$	67.55	\$	330.70
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B. PARTIAL PERMITS

1. Nonresidential Structures - Includes R-1, R-2, R-2 group classified as R-3 and R-3 (4 story/2 dwellings):

- a. Fee per square foot of gross floor area for footing/foundation/slab
- b. Fee per square foot of gross floor area for shell buildings, to include foundations
- c. Fee per square foot for tenant floor area of leased and/or occupied tenant space, or a minimum fee
- d. Fee per square foot of gross floor area (without footing/foundation/shell), base building with tenant improvements

\$	0.1104	\$	0.0284	\$	0.1388
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\$	0.1947	\$	0.0499	\$	0.2446
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\$	0.0736	\$	0.0190	\$	0.0926
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\$	0.1578	\$	0.0405	\$	0.1983
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2. Residential (R-3, R-4 and R-5 only)

- a. Footing and foundation in addition to the regular Building Permit (when permitted separately)
- b. Fee per square foot for superstructure, including basement

\$	79.03	\$	20.28	\$	99.31
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\$	0.1132	\$	0.0290	\$	0.1422
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	Base Fee	Surcharges	Total Fee
C. ERECTION OF STRUCTURES OTHER THAN BUILDINGS			
1. Multiplier applied to construction value plus applicable surcharges, or minimum fee. For the purpose of fee calculations, the maximum declared construction value of \$5,000,000 will be used. Note: Prince William County reserves the right to request documentation of construction value.	\$ 0.0096	\$ 0.0025	\$ 0.0121
D. REPAIRS AND ALTERATIONS			
1. Residential (R-3, R-4 and R-5)	\$ 79.03	\$ 20.28	\$ 99.31
2. Nonresidential Structures - Includes R-1, R-2, R-2 group classified as R-3 and R-3 (4 story/2 dwellings), multiplier applied to construction value plus applicable surcharges; or minimum fee. For the purpose of fee calculations, the maximum declared construction value of \$5,000,000 will be used. Note: Prince William County reserves the right to request documentation of construction value.	\$ 0.0096	\$ 0.0025	\$ 0.0121
E. FINISHED BASEMENTS (RESIDENTIAL)			
1. Fee per square foot of gross floor area	\$ 0.2261	\$ 0.0580	\$ 0.2841
2. Minimum fee when permit taken after occupancy of unit	\$ 79.03	\$ 20.28	\$ 99.31
F. NONRESIDENTIAL REROOFING (Includes R-1, R-2, R-2 classified as R-3 and R-3 dwellings). Permits not required for R-3 dwellings if defined as ordinary repair in compliance with Chapter 1 of the VCC.			
1. Fee per square foot for first 10,000 square feet of roof area or minimum permit fee (whichever is greater)	\$ 0.1138	\$ 0.0291	\$ 0.1429
2. Fee per square foot for additional square footage above 10,000 SF	\$ 0.0074	\$ 0.0018	\$ 0.0092
G. RECALCULATION OF OCCUPANCY LOAD POSTING PLACARD			
1. Fee per placard	\$ 79.03	\$ 20.28	\$ 99.31
2. Minimum fee	\$ 79.03	\$ 20.28	\$ 99.31
H. INDUSTRIALIZED BUILDING FOUNDATION OR MANUFACTURED HOMES			
1. Residential base fee	\$ 79.03	\$ 20.28	\$ 99.31
Plus fee per square foot of gross floor area of basement, garage or additions (decks require separate permit)	\$ 0.1132	\$ 0.0290	\$ 0.1422
2. Nonresidential			
(Includes R-1, R-2, R-2 group classified as R-3 and R-3 (4 story/2 dwellings), base fee	\$ 130.84	\$ 33.58	\$ 164.42
Plus fee per square foot of gross floor area of basement, garage, or additions	\$ 0.2156	\$ 0.0554	\$ 0.2710
I. MANUFACTURED HOME - INSTALLATION			
	\$ 79.03	\$ 20.28	\$ 99.31

J. OTHER FEES

1. Building Demolition

Base Fee	Surcharges	Total Fee
\$ 130.84	\$ 33.58	\$ 164.42

2. Retaining Wall (SF of Total Wall Face)

- a. Minimum Fee for retaining walls
- b. Retaining walls with less than 8 feet of unbalanced fill
- c. Retaining walls with 8 feet or more of unbalanced fill

\$ 130.84	\$ 33.58	\$ 164.42
\$ 0.4383	\$ 0.1126	\$ 0.5509
\$ 0.5259	\$ 0.1350	\$ 0.6609

3. Outdoor sign - fee per sign

\$ 130.84	\$ 33.58	\$ 164.42
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4. Indoor sign attachment - fee per sign

- a. First sign
- b. Each additional sign

\$ 130.84	\$ 33.58	\$ 164.42
\$ 35.28	\$ 9.06	\$ 44.34

5. Ground signs - fee per sign

\$ 130.84	\$ 33.58	\$ 164.42
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6. Poles over 30 ft. for flags, site lighting systems, flat fee per project

\$ 130.84	\$ 33.58	\$ 164.42
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7. Private residential swimming pools

\$ 130.84	\$ 33.58	\$ 164.42
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8. Public or semipublic swimming pools

\$ 263.15	\$ 67.55	\$ 330.70
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9. Special Inspections Project - the following shall apply when structure is designated as a Special Inspections Project

- a. Building projects

- i. Up to 5,000 square feet, single story (unless covered by 9c)
- ii. 5,000 up to 10,000 square feet
- iii. 10,000 up to 20,000 square feet
- iv. 20,000 up to 50,000 square feet
- v. 50,000 up to 100,000 square feet
- vi. 100,000 square feet and above

\$ 876.10	\$ 224.87	\$ 1,100.97
\$ 1,753.69	\$ 450.11	\$ 2,203.80
\$ 3,507.39	\$ 900.22	\$ 4,407.61
\$ 5,259.61	\$ 1,349.95	\$ 6,609.56
\$ 7,013.27	\$ 1,800.06	\$ 8,813.33
\$ 8,766.98	\$ 2,250.17	\$ 11,017.15

- b. Retaining wall projects

- i. Up to 1,000 square feet (unless covered by 9c)
- ii. 1,000 up to 3,000 square feet
- iii. 3,000 up to 5,000 square feet
- iv. 5,000 square feet and above

\$ 876.10	\$ 224.87	\$ 1,100.97
\$ 1,753.69	\$ 450.11	\$ 2,203.80
\$ 2,629.80	\$ 674.98	\$ 3,304.78
\$ 3,507.39	\$ 900.22	\$ 4,407.61

- c. Individual Structural Components including, but not limited to, projects to which the Minor Critical Projects policy applies, up to four, per component

\$ 351.35	\$ 90.18	\$ 441.53
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Base Fee Surcharges Total Fee

III. BUILDING FIRE SUPPRESSION FEES

A. Plan Review

1.	Sprinkler Express	\$ 403.74	\$ 103.63	\$ 507.37
2.	Sprinkler Master Review	\$ 171.94	\$ 44.12	\$ 216.06
3.	Sprinkler Limited Area	\$ 222.16	\$ 57.02	\$ 279.18
4.	Sprinkler Light Hazard - Occupancy - minimum fee	\$ 403.74	\$ 103.63	\$ 507.37
a.	1-100 heads, fee per head	\$ 7.72	\$ 1.98	\$ 9.70
b.	101-300 heads, fee per head	\$ 5.81	\$ 1.48	\$ 7.29
c.	301-500 heads, fee per head	\$ 3.86	\$ 0.99	\$ 4.85
d.	501 + heads, fee per head	\$ 3.86	\$ 0.99	\$ 4.85
5.	Sprinkler Ordinary Hazard and Rack Storage - minimum fee	\$ 403.74	\$ 103.63	\$ 507.37
a.	1-100 heads, fee per head	\$ 7.72	\$ 1.98	\$ 9.70
b.	101-300 heads, fee per head	\$ 5.81	\$ 1.48	\$ 7.29
c.	301-500 heads, fee per head	\$ 3.86	\$ 0.99	\$ 4.85
d.	501 + heads, fee per head	\$ 3.86	\$ 0.99	\$ 4.85
6.	Sprinkler Extra Hazard - minimum fee	\$ 403.74	\$ 103.63	\$ 507.37
a.	1-100 heads, fee per head	\$ 7.72	\$ 1.98	\$ 9.70
b.	101-300 heads, fee per head	\$ 5.81	\$ 1.48	\$ 7.29
c.	301-500 heads, fee per head	\$ 3.86	\$ 0.99	\$ 4.85
d.	501 + heads, fee per head	\$ 3.86	\$ 0.99	\$ 4.85
7.	NFPA 13D systems - fee per system	\$ 171.94	\$ 44.12	\$ 216.06
	NFPA 13R systems - minimum fee	\$ 403.74	\$ 103.63	\$ 507.37
a.	1-100 heads	\$ 7.72	\$ 1.98	\$ 9.70
b.	101-300 heads	\$ 5.81	\$ 1.48	\$ 7.29
c.	301-500 heads	\$ 3.86	\$ 0.99	\$ 4.85
d.	501 + heads	\$ 3.86	\$ 0.99	\$ 4.85
8.	Dry pipe systems add on (per dry pipe valve)	\$ 171.94	\$ 44.12	\$ 216.06
9.	Sprinkler with stand pipe on (per standpipe riser)	\$ 115.91	\$ 29.75	\$ 145.66
10.	Standpipe systems only - base fee plus	\$ 307.22	\$ 78.86	\$ 386.08
	Each additional riser after one	\$ 88.20	\$ 22.64	\$ 110.84
11.	Fire pumps, per pump	\$ 351.03	\$ 90.09	\$ 441.12
12.	Underground fire line, per line	\$ 345.81	\$ 88.76	\$ 434.57
13.	Carbon dioxide extinguishing system (per system)	\$ 263.15	\$ 67.55	\$ 330.70
14.	Clean Agent extinguishing system (per system)	\$ 171.94	\$ 44.12	\$ 216.06
15.	Dry chemical system (per system)	\$ 171.94	\$ 44.12	\$ 216.06
16.	Wet chemical systems (per system)	\$ 171.94	\$ 44.12	\$ 216.06
17.	Fire Safety/Evacuation Plan Review	\$ 64.80	\$ 16.64	\$ 81.44

B. Plan Review - Resubmission/Revision Fees

Fire Plan Intake Quality Control Denial Fee (third or greater)

1. Residential	\$ 30.39	\$ 7.80	\$ 38.19
2. Nonresidential	\$ 60.78	\$ 15.60	\$ 76.38

Base Fee Surcharges Total Fee

IV. ELECTRICAL FEES

All permits necessary under the provisions of the Virginia Uniform Statewide Building Code shall be procured and paid for before initiation of the work covered by such permits. A separate electrical permit is required to install electrical equipment in each dwelling unit, each structure or each area of a structure for which a separate building permit has been issued. A separate electrical permit is required to install electrical signs and swimming pools.

A. RESIDENTIAL - R-3, R-4 AND R-5

(Does not include R-2 classified as R-3 or R-3 [4 story/2 dwellings]- See nonresidential.)

1. New Residential:

- a. New construction of dwelling units, fee per square foot,
(includes basement and floor area)
- b. Minimum fee
- c. Temporary service

\$	0.0895	\$	0.0230	\$	0.1125
\$	79.03	\$	20.28	\$	99.31
\$	117.23	\$	30.08	\$	147.31

2. Existing Dwellings (Additions, Remodeling and Repairs)

- a. Base fee, plus items 1 through 6 below
 - i. Service (new and replacement)
 - ii. Fixtures/Receptacles (includes switches), each 10 or portion thereof
 - iii. Circuits, each
 - iv. Stationary equipment, each (includes, but not limited to; bathroom exhaust fans, motors, pumps, welders, generators, car charging station and solar panels)
 - v. Subpanel, each
 - vi. Pumps, each
- b. Service connection (total fee - no base plus)
- c. Swimming pools (total fee - no base plus)

\$	39.52	\$	10.14	\$	49.66
\$	39.52	\$	10.14	\$	49.66
\$	7.91	\$	2.03	\$	9.94
\$	2.62	\$	0.67	\$	3.29

\$	10.55	\$	2.71	\$	13.26
\$	22.40	\$	5.75	\$	28.15
\$	10.55	\$	2.71	\$	13.26
\$	79.03	\$	20.28	\$	99.31
\$	79.03	\$	20.28	\$	99.31

B. NON RESIDENTIAL

(Includes R-1, R-2, R-2 group classified as R-3 and R-3 [4 story/2 dwellings])

1. Base fee plus following items

except items 7, 11, 15, 17, 18, 20, 21 and 22.

\$	130.84	\$	33.58	\$	164.42
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2. Appliances and stationary equipment

(includes, but not limited to; bathroom exhaust fans, dishwasher, disposal, dryer, water heater, kitchen range, car charging station and solar panel)

- a. For the first 25 pieces of equipment, each
- b. For each additional piece of equipment

\$	11.75	\$	3.01	\$	14.76
\$	1.16	\$	0.30	\$	1.46

3. Circuits - new, extensions, and feeders; bath fans are counted as circuits

\$	2.95	\$	0.76	\$	3.71
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4. Dental Chairs

\$	20.56	\$	5.28	\$	25.84
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5. Duct Heaters:

- a. For first unit
- b. For additional units, each

\$	42.63	\$	10.94	\$	53.57
\$	23.52	\$	6.03	\$	29.55

6. Electrical Unit Heaters (space or baseboard heaters), each

\$	11.75	\$	3.01	\$	14.76
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7. Fire Alarm Systems (total fee - no base plus)

- a. Fee for systems up to first 10 devices
- b. For each additional device

\$	229.87	\$	59.00	\$	288.87
\$	5.81	\$	1.48	\$	7.29

	Base Fee	Surcharges	Total Fee
8. Fixtures/Receptacles (includes switches, disconnects and smoke detectors), fee for each 10 or portion thereof	\$ 7.35	\$ 1.90	\$ 9.25
9. Track lighting per linear foot	\$ 0.7015	\$ 0.1802	\$ 0.8817
10. Gasoline Pumps/Dispensers:			
a. Submerged pumps - See "Motors"			
b. Dispensers, each unit	\$ 11.75	\$ 3.01	\$ 14.76
11. Generators (all types and voltages) (total fee - no base plus)			
a. Less than 100 KVA (each unit)	\$ 55.86	\$ 14.33	\$ 70.19
b. 100 KVA and above, each unit	\$ 169.05	\$ 43.39	\$ 212.44
12. Groundwork (concealing of conduits only)	\$ 79.40	\$ 20.38	\$ 99.78
13. Heating and air conditioning (Central cooling and heat pumps, per system. For commercial furnaces, see "Motors")			
a. Less than 5 tons (each unit)	\$ 26.48	\$ 6.79	\$ 33.27
b. 5 tons and above (each unit)	\$ 79.40	\$ 20.38	\$ 99.78
14. Motors (including commercial furnaces and ventilating equipment.)			
a. Less than 5 H.P.			
i. First unit	\$ 11.75	\$ 3.01	\$ 14.76
ii. Each additional unit	\$ 7.35	\$ 1.90	\$ 9.25
b. 5 H.P. and above			
i. First unit	\$ 24.98	\$ 6.41	\$ 31.39
ii. Each additional unit	\$ 13.23	\$ 3.40	\$ 16.63
15. Pole Lights: (total fee - no base plus)			
a. First pole	\$ 26.48	\$ 6.79	\$ 33.27
b. Each additional unit	\$ 19.11	\$ 4.91	\$ 24.02
16. Service Entrance (new, replacement, or metered for separate occupancies or main switches)			
a. Service 600 volts or less:			
i. Less than 600 amps	\$ 97.00	\$ 24.91	\$ 121.91
ii. 600 amps to less than 1200 amps	\$ 139.66	\$ 35.85	\$ 175.51
iii. 1200 amps and above	\$ 280.75	\$ 72.06	\$ 352.81
b. Service over 600 volts	\$ 376.32	\$ 96.59	\$ 472.91
c. Service reconnection	\$ 130.84	\$ 33.58	\$ 164.42
d. Temporary Service, for construction only	\$ 88.20	\$ 22.64	\$ 110.84
17. Outdoor signs (total fee - no base plus)			
a. First sign	\$ 130.84	\$ 33.58	\$ 164.42
b. For each additional sign	\$ 35.28	\$ 9.06	\$ 44.34

	Base Fee	Surcharges	Total Fee
18. Indoor signs (circuit connections) (total fee - no base plus)			
a. First sign	\$ 130.84	\$ 33.58	\$ 164.42
b. For each additional sign	\$ 35.28	\$ 9.06	\$ 44.34
19. Neon signs - fee per transformer	\$ 35.28	\$ 9.06	\$ 44.34
20. Subpanels/Control Panels (total fee - no base plus)	\$ 23.52	\$ 6.03	\$ 29.55
21. Swimming pools, nonresidential (total fee - no base plus)	\$ 263.15	\$ 67.55	\$ 330.70
22. Temporary Wiring - tree sales, produce stands, tent sales, carnivals, fairs, circuses and other temporary activities. (total fee - no base plus)	\$ 130.84	\$ 33.58	\$ 164.42
23. Transformers (all types and voltages):			
a. Less than 100 KVA (each unit)	\$ 55.86	\$ 14.33	\$ 70.19
b. 100 KVA and above (each unit)	\$ 169.05	\$ 43.39	\$ 212.44
24. Uninterruptible Power Supply, all types and voltages:			
a. Less than 100 KVA (each unit)	\$ 55.86	\$ 14.33	\$ 70.19
b. 100 KVA and above (each unit)	\$ 169.05	\$ 43.39	\$ 212.44
25. Variable Air Volume Boxes	\$ 14.69	\$ 3.77	\$ 18.46
26. Welders	\$ 11.75	\$ 3.01	\$ 14.76
27. X-Ray machines	\$ 11.75	\$ 3.01	\$ 14.76
28. Low voltage systems			
a. Per square foot for first 10,000 SF area to be wired	\$ 0.0262	\$ 0.0067	\$ 0.0329
b. Per square foot for each additional square foot above 10,000 SF of area to be wired	\$ 0.0052	\$ 0.0013	\$ 0.0065
29. Electrical Demolition	\$ 130.84	\$ 33.58	\$ 164.42

C. INDUSTRIALIZED BUILDING AND MANUFACTURED HOMES:

1. Interiors of preapproved industrialized buildings or manufactured units shall not require a permit unless modified.
2. Other electrical shall be priced per electrical schedule.

Base Fee Surcharges Total Fee

V. MECHANICAL FEES

All permits necessary under the provisions of the Virginia Uniform Statewide Building Code shall be procured and paid for before initiation of the work covered by such permits. A separate mechanical permit is required to install mechanical equipment in each dwelling unit, each structure or each area of a structure for which a separate building permit has been issued.

A. RESIDENTIAL - R-3, R-4 AND R-5

(Does not include R-2 classified as R-3 or R-3 [4 story/2 dwellings]- See nonresidential.)

1. Duct work only			
a. One zone fee plus	\$ 162.04	\$ 41.59	\$ 203.63
b. Each additional zone	\$ 102.73	\$ 26.37	\$ 129.10
c. 1 zone system over 4 tons shall be charged as 2 zone system.			
2. A/C Equipment Replacement			
a. Indoor or Outdoor	\$ 79.03	\$ 20.28	\$ 99.31
b. Both	\$ 117.23	\$ 30.08	\$ 147.31
3. Furnace replacement, each	\$ 79.03	\$ 20.28	\$ 99.31
4. Wood stoves, gas logs, each	\$ 79.03	\$ 20.28	\$ 99.31
5. Prefabricated fireplaces	\$ 79.03	\$ 20.28	\$ 99.31
NOTE: The fee for wood burning stoves or prefabricated fireplaces is added to the other mechanical fees even if the same owner or contractor performs the work.			
6. Oil Tank(s), new or removal, in or above ground (per permit)	\$ 79.03	\$ 20.28	\$ 99.31
7. Building fire suppression systems			
8. Ductwork only, additions and finished basements	\$ 79.03	\$ 20.28	\$ 99.31

B. NON RESIDENTIAL

(Includes R-1, R-2, R-2 group classified as R-3 and R-3 [4 story/2 dwellings])

1. Ductwork			
a. 0-2,500 sq. ft. fee per sq. ft., plus equipment schedule	\$ 0.0736	\$ 0.0190	\$ 0.0926
b. 2,501-5,000 sq. ft. fee per sq. ft., plus above fee	\$ 0.0474	\$ 0.0122	\$ 0.0596
c. 5,001-40,000 sq. ft. fee per sq. ft., plus above fees	\$ 0.0315	\$ 0.0081	\$ 0.0396
d. 40,000 sq. ft. and above fee per sq. ft., plus above fees	\$ 0.0175	\$ 0.0044	\$ 0.0219

	Base Fee	Surcharges	Total Fee
2. Hoods			
a. Exhaust fans for Hoods (fee per fan)	\$ 130.84	\$ 33.58	\$ 164.42
b. Hood Fee - Per sq. ft. of each hood area	\$ 5.89	\$ 1.51	\$ 7.40
c. Hood fire suppression, per system	\$ 388.76	\$ 75.27	\$ 464.03
3. Chilled + Hot H2O, Steam Piping			
a. 0-2,500 sq. ft. fee per sq. ft., plus equipment schedule	\$ 0.0385	\$ 0.0099	\$ 0.0484
b. 2,501-5,000 sq. ft. fee per sq. ft., plus above fee	\$ 0.0315	\$ 0.0081	\$ 0.0396
c. 5,001 and above sq. ft. fee per sq. ft., plus above fees	\$ 0.0240	\$ 0.0062	\$ 0.0302
4. Equipment schedule (new or replacement)			
a. Power boilers			
i. Base fee plus	\$ 130.84	\$ 33.58	\$ 164.42
ii. Fee per HP	\$ 1.27	\$ 0.34	\$ 1.61
b. Hot water boiler or steam boiler			
i. Base fee plus	\$ 130.84	\$ 33.58	\$ 164.42
ii. Fee for each 100,000 BTU/HR or fraction thereof over 200,000 BTU.HR	\$ 14.69	\$ 3.77	\$ 18.46
c. Incinerators and crematory per 100#/HR burning rate or fraction thereof	\$ 51.45	\$ 13.21	\$ 64.66
d. Furnaces (central heating, duct, oil and solid fuel)			
i. Up to 200 MBH input - Base fee plus	\$ 130.84	\$ 33.58	\$ 164.42
ii. For each additional 100 MBH or fraction thereof	\$ 13.23	\$ 3.40	\$ 16.63
e. Refrigeration (product cooling)			
i. Base fee plus	\$ 130.84	\$ 33.58	\$ 164.42
ii. Fee for each ton over 5	\$ 8.81	\$ 2.26	\$ 11.07
f. Heating and air conditioning (all units)			
i. Base fee plus	\$ 180.82	\$ 46.41	\$ 227.23
ii. Fee for each ton over 5	\$ 23.52	\$ 6.03	\$ 29.55
g. Relocation of existing heating and air conditioning, fee for each relocated unit, to include relocated duct work	\$ 157.29	\$ 40.38	\$ 197.67
h. Conversion burner	\$ 130.84	\$ 33.58	\$ 164.42
i. Air compressors	\$ 130.84	\$ 33.58	\$ 164.42
j. Auto lifts, each (or minimum fee)	\$ 26.48	\$ 6.79	\$ 33.27
k. Auto emission systems (in slab or above floor - includes exhaust fan), fee per system	\$ 130.84	\$ 33.58	\$ 164.42
l. Chiller/Cooling Tower			
i. Base fee plus	\$ 130.84	\$ 33.58	\$ 164.42
ii. Fee per ton	\$ 1.29	\$ 0.34	\$ 1.63
m. Unit heaters, space heaters, through wall heat pump or A/C, exhaust fan (other than hood fan), dryer vents, VAV fans and fan coil units			
i. Fee each, for first 5 plus	\$ 130.84	\$ 33.58	\$ 164.42
ii. Fee each additional thereof	\$ 11.75	\$ 3.01	\$ 14.76
n. Additional equipment not listed, to include generators; each type counted separately	\$ 130.84	\$ 33.58	\$ 164.42

	Base Fee	Surcharges	Total Fee
5. Smoke evacuation system			
a. Volume of air is only to be calculated for the affected area, not additional areas not part of the zone.			
i. Per cubic foot up to 25,000 cubic feet	\$ 0.0067	\$ 0.0017	\$ 0.0084
ii. Per cubic foot 25,001-50,000 cubic feet, plus above fees	\$ 0.0037	\$ 0.0010	\$ 0.0047
iii. Per cubic foot 50,000-400,000 cubic feet plus above fees	\$ 0.0028	\$ 0.0008	\$ 0.0036
iv. Per cubic foot 400,001 and above, plus above fees	\$ 0.0013	\$ 0.0003	\$ 0.0016
b. Smoke removal fan	\$ 130.84	\$ 33.58	\$ 164.42
(If smoke removal fan is an integral part of an HVAC system, fees are only to be calculated based on cubic footage)			
6. Gas piping			
a. LP or natural gas - fee per meter, plus	\$ 130.84	\$ 33.58	\$ 164.42
i. Regulators, up to 10	\$ 130.84	\$ 33.58	\$ 164.42
ii. Regulators, 11 or more	\$ 219.03	\$ 56.21	\$ 275.24
b. Fee for each connected appliance per system (Each meter is a separate system.)	\$ 11.75	\$ 3.01	\$ 14.76
c. Medical gas piping fee			
i. Per manifold per type of gas	\$ 130.84	\$ 33.58	\$ 164.42
ii. Fee per outlet, up to 30 outlets	\$ 10.31	\$ 2.65	\$ 12.96
iii. Fee for each additional 10 outlets, or part thereof	\$ 4.42	\$ 1.14	\$ 5.56
d. R-1 and R-2 which have gas piping systems to supply the furnace, hot water heater, stove, or gas logs.			
i. Fee for first ten units plus	\$ 130.84	\$ 33.58	\$ 164.42
ii. Each additional unit plus	\$ 10.31	\$ 2.65	\$ 12.96
iii. Fee for each appliance outlet	\$ 10.31	\$ 2.65	\$ 12.96
7. Flammable and combustible liquid tanks			
a. Storage tank removal or abandonment (each tank)	\$ 169.05	\$ 43.39	\$ 212.44
b. Storage tank installation and test, each tank including piping	\$ 402.76	\$ 103.37	\$ 506.13
c. Piping only (each tank)	\$ 236.67	\$ 60.74	\$ 297.41
d. Above or underground tanks up to 550 gallons, each (or minimum fee)	\$ 55.86	\$ 14.33	\$ 70.19
8. Elevator			
a. Per Building Maintenance Code - Periodic inspection of existing elevators. Administrative fee per elevator.	\$ 88.20	\$ 22.64	\$ 110.84
b. New Elevators/Escalators each	\$ 130.84	\$ 33.58	\$ 164.42
c. Miscellaneous: Sidewalk lifts, material lifts, cart lifts, stair lifts, and porch lifts, per lift.	\$ 130.84	\$ 33.58	\$ 164.42
9. Industrialized (modular) buildings require a mechanical permit when building arrives on job in more than one module requiring assembly.			
a. Base fee plus	\$ 117.23	\$ 30.08	\$ 147.31
b. Add for additional equipment - see equipment schedule			
10. Mechanical Demolition	\$ 130.84	\$ 33.58	\$ 164.42

Base Fee Surcharges Total Fee

VI. PLUMBING FEES

All permits necessary under the provisions of the Virginia Uniform Statewide Building Code shall be procured and paid for before initiation of the work covered by such permits. A separate plumbing permit is required to install plumbing fixtures and equipment in each dwelling unit, each structure, or each area of a structure, for which a separate building permit has been issued.

A. RESIDENTIAL - R-3, R-4 AND R-5

(Does not include R-2 classified as R-3 or R-3 [4 story/2 dwellings]- See nonresidential.)

1. New Residential			
a. Base fee plus	\$ 79.03	\$ 20.28	\$ 99.31
b. Each fixture and appliance, which includes floor drains, ice makers, hose bibbs, potable water connections to boilers or other nonpotable tanks or equipments, and roughed-in fixtures (no gas)	\$ 6.58	\$ 1.69	\$ 8.27
2. Additions/Remodeling (no gas)			
a. Base fee plus	\$ 79.03	\$ 20.28	\$ 99.31
b. Each fixture and appliance, which includes floor drains, ice makers, hose bibbs, potable water connections to boilers or other nonpotable tanks or equipments, and roughed-in fixtures (no gas)	\$ 6.58	\$ 1.69	\$ 8.27
3. Lawn sprinklers (backflow preventers only)	\$ 79.03	\$ 20.28	\$ 99.31
4. Water Service - per service when new, repaired or replaced	\$ 79.03	\$ 20.28	\$ 99.31
5. Building Sewer - per each 100 feet or portion thereof when inspected by the Building Development Division	\$ 79.03	\$ 20.28	\$ 99.31
6. Pressure reducing valves, each	\$ 10.55	\$ 2.71	\$ 13.26
7. Backwater valve for sewer, each	\$ 10.55	\$ 2.71	\$ 13.26
8. Cross connection fee, per device	\$ 10.55	\$ 2.71	\$ 13.26
9. Gas L.P. / Natural			
a. Base fee plus	\$ 79.03	\$ 20.28	\$ 99.31
b. Each appliance fee	\$ 6.58	\$ 1.69	\$ 8.27
10. LP Storage Tank(s), new or removal, in or above ground (per permit)	\$ 79.03	\$ 20.28	\$ 99.31

B. NON RESIDENTIAL

(Includes R-1, R-2, R-2 group classified as R-3 and R-3 [4 story/2 dwellings])

1. New Structures, Additions and Alterations:

- a. Base fee plus
- b. Each fixture; includes floor drains, hose bibbs, potable water connections to boilers and other nonpotable tanks or equipment and fixtures connected to potable water systems - coffee makers, ice makers, etc.
- c. Removal or capping off fixtures

\$	174.92	\$	44.90	\$	219.82
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\$	7.35	\$	1.90	\$	9.25
\$	7.35	\$	1.90	\$	9.25

2. Appliances - In addition to appliances normally associated with residential and nonresidential structures, appliances include ejectors, dishwashers, sewage and garbage disposals, water heaters, water booster pumps, sump pumps, sand or grease interceptors and separators, trench drains and reclaim tanks.

\$	27.92	\$	7.17	\$	35.09
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3. Storm drainage

- a. Per 50,000 square feet of roof, or portion thereof, plus
- b. Each roof drain and/or downspout tying into storm drain

\$	130.84	\$	33.58	\$	164.42
\$	27.92	\$	7.17	\$	35.09

4. Building sewer and storm sewer, per lateral, for each 100 feet or portion thereof (new, repair, or replacement) when inspected by the Building Development Division.

- a. Sewer tap if inspected by Building Development
- b. Sewer line to building drain connection if separate permit

\$	130.84	\$	33.58	\$	164.42
\$	130.84	\$	33.58	\$	164.42
\$	130.84	\$	33.58	\$	164.42

5. Water Service: Per service (new, repair or replacement) from well or public system (includes swimming pools.) The number of water service connections to a building will be determined by the number of meters or the number of lines entering the building.

- a. Tap if inspected by Building Development
- b. Water service to building if separate permit

\$	130.84	\$	33.58	\$	164.42
\$	130.84	\$	33.58	\$	164.42
\$	130.84	\$	33.58	\$	164.42

6. Cross Connection devices (each)

(No fee for Building Maintenance Code inspections)

- a. Minimum fee per building
- b. Maximum fee per building

\$	11.75	\$	3.01	\$	14.76
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\$	130.84	\$	33.58	\$	164.42
\$	789.38	\$	202.62	\$	992.00

7. Water softeners, filter system each

\$	88.20	\$	22.64	\$	110.84
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8. Building drain without any fixtures (base fee)

\$	174.92	\$	44.90	\$	219.82
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	Base Fee	Surcharges	Total Fee
9. Ground work			
a. Base fee plus	\$ 174.92	\$ 44.90	\$ 219.82
b. Each fixture	\$ 7.35	\$ 1.90	\$ 9.25
10. Trap primer, each	\$ 11.75	\$ 3.01	\$ 14.76
11. Pressure reducing valve, each (additional charge)	\$ 11.75	\$ 3.01	\$ 14.76
12. Backwater valve, each	\$ 11.75	\$ 3.01	\$ 14.76
13. Mixing valve, each	\$ 11.75	\$ 3.01	\$ 14.76
14. Recirculating pump, each	\$ 11.75	\$ 3.01	\$ 14.76
15. Saunas or steam baths, each	\$ 130.84	\$ 33.58	\$ 164.42
16. Plumbing Demolition	\$ 130.84	\$ 33.58	\$ 164.42
17. Gas Demolition	\$ 130.84	\$ 33.58	\$ 164.42

C. INDUSTRIALIZED BUILDING AND MANUFACTURED HOMES

1. Residential Plumbing (R-3 and R-4) base fee plus sewer and water connection	\$ 117.23	\$ 30.08	\$ 147.31
2. Residential Gas Connection (R-3 and R-4)	\$ 79.03	\$ 20.28	\$ 99.31
3. Nonresidential (includes R-1 and R-2) - Base fee plus nonresidential fixtures fees plus sewer and water connection.	\$ 156.75	\$ 40.22	\$ 196.97

END



Individual Fire Protection (FPP) Inspection Fees Description	FY23 Fee (1.3% Increase over FY22)
55- Underground Fire Main	\$246.99
58- Wet Chemical	\$246.99
59- Underground Fire Main Visual Inspection	\$246.99
60- Underground Fire Main Hydrostatic test	\$246.99
61- Underground Fire Main Flush	\$246.99
62- Sprinkler system hydrostatic test	\$246.99
63- Sprinkler system alarm/flow	\$246.99
64- Sprinkler system dry system trip test/air pressure build up test	\$246.99
65- Sprinkler system 24 hour Air test	\$246.99
66- Sprinkler final	\$246.99
67- Standpipe hydrostatic test	\$246.99
68- Standpipe system flow test	\$246.99
69- Clean agent test	\$246.99
70- Hood system test	\$246.99
71- Dry Chemical system test	\$246.99
72- Fire pump test	\$246.99
73- Fire alarm test	\$246.99
74- Fire alarm battery test	No charge
75- Standpipe visual	\$246.99
76- Flow test	\$246.99
77- Alternative Suppression Final	\$246.99
81- Fire alarm final	\$246.99
82- Underground fire main final (administrative check only)	No charge
83- Sprinkler system visual	\$246.99
84- Sprinkler system breezeway loop hydrostatic test	\$246.99
85- Sprinkler system breezeway loop visual	\$246.99
86- Sprinkler system breezeway loop flush	\$246.99
87- Sprinkler system 4 head flow 13R	\$246.99
*Re-inspection fee	\$246.99
89-Sprinkler 2 head flow 13 D	\$246.99
90- Sprinkler Antifreeze	\$246.99
Fire Marshal's Office BLD related Inspection Fees	
145- FMO final- Occupancy Evaluation	\$246.99
146- FMO final- Shell	\$246.99
148- Furniture storage/stocking	No charge
149- FMO final - Tenant	\$246.99
Rejection Fee	\$149.68
Fire Marshal's Office Fire Lane plan review/inspections	
Plan Review	\$303.41
Fire Inspection	\$246.99
After Hours Inspection Fee per hour per permit (minimum 3 hrs.)	\$168.20
Fire Safety/Evac Plan Review	\$61.75

* When the re-inspection fee is applied to an inspection, it will not be able to be re-scheduled for 24 hours.

* A re-inspection fee of \$251.13 will be charged for all follow up inspections performed beyond the initial inspection.





PRINCE WILLIAM COUNTY
DEPARTMENT OF FIRE AND RESCUE
OFFICE OF THE FIRE MARSHAL

Description	Permit Required	Permit Period	FY 23 Fee (1.3% Increase over FY22)
Acetylene Generator	Yes	One year	\$308.73
Assembly permit for graduation or after prom activity	Yes	Specific Date(s)	no charge
Blasting			
Storage of explosives	Yes	One year	\$308.73
Use of explosives/blasting agents	Yes	180 days (6 months)	\$308.73
Burning	Yes	Ninety days	\$308.73
Bonfires	Yes	Time period of bonfire event	\$308.73
Calcium Chloride	Yes	One year	\$308.73
Combustible Liquids			
Storage	Yes	One year	\$308.73
Use	Yes	One year	\$308.73
Dispensing	Yes	One year	\$308.73
Fireworks			
Display	Yes	One day (event)	\$308.73
Sales (Retail)	Yes	June 1-July 15	\$617.47
Sales (Wholesale)	Yes	June 1-July 15	\$1,234.93
Pyrotechnics	Yes	One day (event)	\$308.73
Flammable Liquids			
Storage	Yes	One year	\$308.73
Use	Yes	One year	\$308.73
Dispensing	Yes	One year	\$308.73
Fumigation	Yes	Specific Date(s)	\$308.73
Liquified Petroleum Gas (LP-gas)			
Storage	Yes	One year	\$308.73
Dispensing	Yes	One year	\$308.73
Refinishing Operations			
Bowling Alleys	Yes	Specific Date(s)	\$308.73
Gymnasiums	Yes	Specific Date(s)	\$308.73
Tents/canopies	Yes	Per event not to exceed 180 days	\$308.73



PRINCE WILLIAM COUNTY
DEPARTMENT OF FIRE AND RESCUE
OFFICE OF THE FIRE MARSHAL

FMO FPP AND FEP Inspection Package Fee Schedule

Packages	Description	Inspections	FY23 Fee (1.3% Increase over FY22)
1	Wet or dry system 4 heads or less	<input type="checkbox"/> Visual <input type="checkbox"/> Final	\$493.98
2	Wet system 5 or more heads	<input type="checkbox"/> Visual <input type="checkbox"/> Hydro <input type="checkbox"/> Final	\$740.97
3	Breezeway loop	<input type="checkbox"/> Visual <input type="checkbox"/> Hydro <input type="checkbox"/> Flush	\$740.97
4	4 Head flow test & 2 Head flow test	<input type="checkbox"/> Visual <input type="checkbox"/> Final	\$246.99
5	Dry System 5 heads or more	<input type="checkbox"/> Visual <input type="checkbox"/> Hydro <input type="checkbox"/> Air <input type="checkbox"/> Trip <input type="checkbox"/> Final	\$1,234.94
6	Hood system or Clean Agent	<input type="checkbox"/> Test	\$246.99
7	13 D Sprinkler System	<input type="checkbox"/> Visual <input type="checkbox"/> Hydro <input type="checkbox"/> Underground Flush <input type="checkbox"/> 2-Head Flow <input type="checkbox"/> Final	\$987.95
8	Fire Alarm	<input type="checkbox"/> System test <input type="checkbox"/> Battery test- no charge <input type="checkbox"/> Final	\$493.98
9	Underground Fire Main	<input type="checkbox"/> Visual <input type="checkbox"/> Hydro <input type="checkbox"/> Flush	\$740.97
10	Standpipe	<input type="checkbox"/> Visual <input type="checkbox"/> Hydro <input type="checkbox"/> Flow	\$740.97
Other fees			
	Rejection fee for fire protection permit inspections/per rejection with fee		\$146.68
	Cancellation fee for cancellation of fire protection permit inspections after 8 A. M. of the scheduled date of inspection/ cancellation.		\$39.41
	Joint Occupancy Evaluation (JOE) (Collected at time of JOE application)		\$246.99
	Final inspections for shell and TLO (Collected at time of building permit issuance)		\$246.99
	Review of a fire lane plan and associated inspection (Collected at the time of fire lane permit issuance.)		\$550.40

MOTION: BAILEY

**April 26, 2022
Regular Meeting
Res. No. 22-232**

SECOND: ANGRY

**RE: BUDGET AND APPROPRIATE THE FISCAL YEAR 2023 ALL FUNDS BUDGET AND
ADOPT THE FISCAL YEAR 2023-2028 CAPITAL IMPROVEMENT PROGRAM**

ACTION: APPROVED

WHEREAS, the public hearing regarding the Fiscal Year (FY) 2023 Budget and the FY 2023-2028 Capital Improvement Program (CIP) was duly advertised on March 10 and 17, 2022, and held on April 12, 2022; and

WHEREAS, the Prince William County Planning Commission conducted a duly advertised public hearing on March 23, 2022, to solicit public comment on the Proposed CIP; and

WHEREAS, the Prince William County Planning Commission recommended adoption of the Proposed CIP as presented on March 23, 2022;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Board of County Supervisors hereby budgets and appropriates the Fiscal Year 2023 All Funds Budget of \$1,991,701,546 exclusive of School funds, in its entirety, effective July 1, 2022;

BE IT FURTHER RESOLVED that the Prince William Board of County Supervisors hereby adopts the Fiscal Year 2023-2028 CIP for County capital projects within the Capital Projects Fund, the Solid Waste Capital Fund, and the Adult Detention Center Capital Fund to support the projected expenditures for capital projects previously authorized by the Prince William Board of County Supervisors;

BE IT FURTHER RESOLVED that the Prince William Board of County Supervisors hereby authorizes the appropriation of all unexpended amounts specific to \$500,000 of Affordable Housing proffers to support housing assistance services originally appropriated in Fiscal Year 2020;

BE IT FURTHER RESOLVED that the Prince William Board of County Supervisors hereby authorizes the appropriation of all unexpended amounts, estimated to be approximately \$150,000 on June 30, 2022, specific to \$1,000,000 from the Economic Development Opportunity Fund to support small businesses in Prince William County impacted by the COVID-19 pandemic originally appropriated in Fiscal Year 2020;

April 26, 2022
Regular Meeting
Res. No. 22-232
Page Two

BE IT FURTHER RESOLVED that the Prince William Board of County Supervisors hereby determines that it is necessary and advisable to advance money on a temporary basis from the Capital Projects Funds to pay the costs of the Juvenile Services Center, Homeless Navigation Center – East, Countywide Space, Fire and Rescue Station 27, Public Safety Training Center, Judicial Center Expansion, Open Space and Accessibility projects, Neabsco Greenway, Occoquan Greenway, Powells Creek Crossing, Fuller Heights Park Expansion, Hellwig Park Artificial Turf Fields, Howison Park Improvements, Neabsco District Park, Devlin Road Widening, Route 28 Bypass, Minnieville Road at Prince William Parkway Interchange, and Old Bridge Road / Gordon Boulevard Intersection Improvement projects to be paid prior to receipt of proceeds from authorized financings;

BE IT FURTHER RESOLVED that the Prince William Board of County Supervisors hereby reasonably expects to use proceeds of authorized financings to reimburse cash advances made or to be made to pay costs of the Juvenile Services Center, Homeless Navigation Center – East, Countywide Space, Fire and Rescue Station 27, Public Safety Training Center, Judicial Center Expansion, Open Space and Accessibility projects, Neabsco Greenway, Occoquan Greenway, Powells Creek Crossing, Fuller Heights Park Expansion, Hellwig Park Artificial Turf Fields, Howison Park Improvements, Neabsco District Park, Devlin Road Widening, Route 28 Bypass, Minnieville Road at Prince William Parkway Interchange, and Old Bridge Road / Gordon Boulevard Intersection Improvements projects that are paid prior to such issuances. The maximum amount of debt or other financing expected to be issued for these purposes are: \$43,589,000 for Juvenile Services Center, \$21,000,000 for Homeless Navigation Center – East, \$5,000,000 for Countywide Space, \$15,900,000 for Fire and Rescue Station 27, \$39,600,000 for Public Safety Training Center, \$5,000,000 for Judicial Center Expansion, \$2,000,000 for Open Space and Accessibility projects, \$3,500,000 for Neabsco Greenway, \$5,000,000 for Occoquan Greenway, \$9,500,000 for Powells Creek Crossing, \$6,000,000 for Fuller Heights Park Expansion, \$3,000,000 for Hellwig Park Artificial Turf Fields, \$6,000,000 for Howison Park Improvements, \$6,000,000 for Neabsco District Park, \$37,532,000 for Devlin Road Widening, \$200,000,000 for Route 28 Bypass, \$60,000,000 for Minnieville Road at Prince William Parkway Interchange, and \$13,232,000 for Old Bridge Road / Gordon Boulevard Intersection Improvement;

BE IT FURTHER RESOLVED that the Prince William Board of County Supervisors hereby intends that adoption of this resolution shall constitute “official intent” to reimburse the expenditures with the proceeds of one or more issues of authorized financings within the meaning of Treasury Regulations, Section 1.150-2, promulgated under the Internal Revenue Code of 1986, as amended;

April 26, 2022
Regular Meeting
Res. No. 22-232
Page Three

BE IT FURTHER RESOLVED that the Prince William Board of County Supervisors hereby transfers, budgets, and appropriates American Rescue Plan Act (ARPA) funds of \$4,478,530, previously designated as part of Resolution Number 21-352 on June 15, 2021, and Directive 21-52 on September 14, 2021, to support the Crisis Receiving Center capital project in Fiscal Year 2022;

BE IT FURTHER RESOLVED that the Prince William Board of County Supervisors hereby authorizes the County Executive, or designee, to shift adopted Fiscal Year 2023 budgets, within funds, as necessary to accomplish the intent of the Prince William Board of County Supervisors;

BE IT FURTHER RESOLVED that the Prince William Board of County Supervisors hereby authorizes the administrative adjustment of the adopted budgets, to include interdepartmental transfer of budgeted salary lapse, to conform to defined program, and internal service fund structures;

BE IT FURTHER RESOLVED that the Prince William Board of County Supervisors hereby authorizes the County Executive to shift vacant positions and vacant position budgets as necessary to advance the goals and priorities of the Prince William Board of County Supervisors.

ATTACHMENT: Fiscal Year 2023 All Funds Expenditure Summary

Votes:

Ayes: Angry, Bailey, Boddye, Franklin, Wheeler

Nays: Candland, Lawson, Vega

Absent from Vote: None

Absent from Meeting: None

For Information:

Schools Superintendent

Finance Director

Management and Budget Director

ATTEST: _____



Clerk to the Board

Fiscal Year 2023 All Funds Expenditure Summary

FY2023 Adopted Budget	
SECTION ONE: GENERAL FUND EXPENDITURE SUMMARY	
<u>Community Development</u>	
Economic Development	\$4,676,564
Library	\$21,021,105
Parks, Recreation & Tourism	\$41,395,725
Planning	\$2,639,362
Public Works	\$4,632,005
Transportation	\$4,183,073
Subtotal	\$78,547,833
<u>General Government</u>	
Board of County Supervisors	\$5,517,025
County Attorney	\$5,269,919
Elections	\$3,730,917
Executive Management	\$5,467,737
Finance	\$24,260,410
Human Resources	\$4,272,558
Human Rights Office	\$875,874
Management & Budget	\$1,770,716
Facilities & Fleet Management	\$35,039,798
Subtotal	\$86,204,953
<u>Human Services</u>	
Area Agency on Aging	\$8,226,357
Public Health	\$4,862,858
Social Services	\$82,179,152
Virginia Cooperative Extension	\$1,127,185
Community Services	\$65,835,185
Subtotal	\$162,230,738
<u>Public Safety</u>	
Circuit Court Judges	\$1,756,328
Circuit Court Clerk	\$5,451,927
Commonwealth's Attorney	\$9,518,252
Criminal Justice Services	\$6,333,608
Fire & Rescue	\$109,900,355
General District Court	\$1,284,237
Juvenile & Domestic Relations Court	\$558,598
Juvenile Court Service Unit	\$1,655,607

Fiscal Year 2023 All Funds Expenditure Summary

FY2023 Adopted Budget	
Magistrates	\$118,672
Police	\$121,915,659
Public Safety Communications	\$14,214,892
Sheriff	\$15,610,905
Transfer to Adult Detention Center	\$38,066,380
Subtotal	\$326,385,421
<u>Debt</u>	
Debt Service	\$52,935,209
Subtotal	\$52,935,209
<u>Transfers</u>	
Transfer to Law Library program (Circuit Court Clerk)	\$32,229
Transfer to Site Development Review & Inspection	\$1,707,160
Transfer to Building Development	\$1,143,347
Transfer to Housing	\$217,141
Transfer to All Other Projects	\$15,000,000
Transfer to Innovation	\$35,000
Transfer to Parks Enterprise Fund	\$754,797
Transfer to Fire Marshal's Office	\$166,920
Class Size Reduction Grant	\$1,000,000
Debt Service for 13th High School	\$813,969
Subtotal	\$20,870,563
<u>Non-Departmental</u>	
Unclassified Administrative	\$19,416,926
Contingency	\$500,000
Countywide Insurance Programs	\$9,741,490
Unemployment Insurance	\$125,000
Subtotal	\$29,783,416
Total Without School Transfer	\$756,958,133
Transfer to Schools (57.23% of General Revenue)	\$715,127,766
Total With School Transfer	\$1,472,085,899

Totals may not add due to rounding.

Fiscal Year 2023 All Funds Expenditure Summary

FY2023 Adopted Budget	
SECTION TWO: NON GENERAL FUND EXPENDITURE SUMMARY	
<u>Special Revenue Funds</u>	
Animal Shelter Donations & License Plates	\$9,500
Community Development Authority	\$5,480,002
Site & Building Development (Development Services)	\$28,175,416
Emergency Medical Service Fee	\$6,629,794
Housing & Community Development	\$45,402,731
Fire & Rescue Levy	\$80,039,892
Mosquito & Forest Pest Management	\$1,811,919
Stormwater Management	\$9,798,495
Transportation/Service Districts	\$1,374,786
NVTA - Additional 2% Transient Occupancy Tax	\$150,000
Total Special Revenue Funds	\$178,872,536
<u>Capital Project Funds</u>	
Capital Project Funds	\$98,366,794
Total Capital Project Funds	\$98,366,794
<u>Enterprise Funds</u>	
Innovation Business Park	\$75,000
Parks, Recreation & Tourism	\$6,357,503
Solid Waste	\$27,674,654
Total Enterprise Funds	\$34,107,156
<u>Internal Service Funds</u>	
Information Technology	\$42,341,710
Public Works Construction Crew	\$1,992,377
Fleet Management	\$11,640,828
Medical Insurance	\$93,565,985
Total Internal Service Funds	\$149,540,901
<u>Trust & Agency Funds</u>	
Commonwealth Credit	\$500,000
Total Trust & Agency Funds	\$500,000
<u>Component Units</u>	
Adult Detention Center	\$58,228,260
Total Adult Detention Center Fund	\$58,228,260
Total Funds Less Education	\$1,991,701,546

Totals may not add due to rounding.

MOTION: BODDYE

**April 26, 2022
Regular Meeting
Res. No. 22-233**

SECOND: BAILEY

RE: BUDGET AND APPROPRIATE FISCAL YEAR 2023 SCHOOL BUDGET

ACTION: APPROVED

WHEREAS, Prince William County Schools held a duly advertised public hearing on February 16, 2022, on the Schools Fiscal Year (FY) 2023 Proposed Budget and Capital Improvement Program (CIP) in accordance with Sections 15.2-2506, and 22.1-92 VA Code Ann.; and

WHEREAS, the Prince William County School Board approved the Schools FY 2023 Proposed Budget and CIP on March 16, 2022, and communicated the School budget for consideration by the Prince William Board of County Supervisors and publicly presented the Schools FY 2023 Budget on April 5, 2022; and

WHEREAS, the public hearing regarding the FY 2023 Budget was duly advertised on March 10 and 17, 2022, and held on April 12, 2022; and

WHEREAS, the County / Schools revenue sharing agreement provides 57.23% of general revenue, excluding recordation tax revenue, to the Schools; and

WHEREAS, the school division budget is supported by various County transfers including a revenue sharing agreement general fund transfer of \$715,127,766; cable television capital grant revenue of \$600,915; class size reduction grant of \$1,000,000; Gainesville (13th) high school debt service support of \$813,969, and School security program of \$500,000; and

WHEREAS, the school division budget is supported by an additional County general fund transfer of \$1,083,433 to provide reimbursements from the federal government for costs associated with Build America Bonds and Qualified School Construction Bonds that are paid by the school division from the Debt Service Fund; and

WHEREAS, the total County transfer to the school division is \$719,126,083; and

WHEREAS, the Prince William County Public School Board has approved the construction of new schools, additions, and renovations to existing schools as listed in the Prince William County Public Schools FY 2023-2032 CIP and the projects listed in this resolution will be funded through the issuance of Virginia Public School Authority debt;

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Res. No. 22-233
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NOW, THEREFORE, BE IT RESOLVED that the Prince William Board of County Supervisors hereby approves the following Fiscal Year 2023 School Division budget by state category as follows:

<u>Description</u>	<u>Amount</u>
Instruction	\$ 1,043,273,123
Administration, Health & Attendance	\$ 101,516,034
Pupil Transportation	\$ 61,034,426
Operations and Maintenance	\$ 69,144,524
Food Services and Non-Instructional Funds	\$ 236,967,099
Facilities	\$ 154,868,368
Technology	\$ 86,497,958
Debt Service	<u>\$ 109,963,456</u>
All Funds Total	\$ 1,863,264,988

BE IT FURTHER RESOLVED that the Prince William Board of County Supervisors hereby budgets and appropriates the following Fiscal Year 2023 School Division budget by fund (lump sum) total as follows:

<u>Description</u>	<u>Amount</u>
Operating Fund	\$ 1,416,718,282
Debt Service Fund	\$ 109,963,456
Construction Fund	\$ 129,099,104
Food Services Fund	\$ 50,000,000
Distribution Center Fund	\$ 5,000,000
Facilities Use Fund	\$ 1,724,816
Imaging Center Fund	\$ 532,946
Self-Insurance Fund	\$ 6,431,527
Health Insurance Fund	\$ 124,472,710
Governor's School @ Innovation Park	\$ 1,522,627
Aquatics Center	\$ 1,593,520
School Age Child Care Program Fund	\$ 550,000
Student Activity Fund	<u>\$ 15,656,000</u>
All Funds Total	\$ 1,863,264,988

BE IT FURTHER RESOLVED that adjustments between amounts budgeted within specific funding categories outlined by the Commonwealth may be required at a later date provided that said adjustments do not exceed the total of funds budgeted and appropriated herein;

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BE IT FURTHER RESOLVED that the Prince William Board of County Supervisors hereby authorizes the School Division to retain unexpended Fiscal Year 2022 funds to support the Fiscal Year 2023 school budget;

BE IT FURTHER RESOLVED that the Prince William Board of County Supervisors has determined that it is necessary, or advisable, to advance money on a temporary basis for the costs associated to the construction of the Rosemount Lewis Elementary School, the Woodbridge Area Elementary School, the Occoquan Elementary School replacement, the 14th High School, the Gainesville Middle School addition (11 rooms), the Reagan Middle School addition (6 rooms), the Bennett Elementary School renovation, the Bristow Run Elementary School renovation, the Parkside Middle School renovation, the Signal Hill Elementary School renovation, the Cedar Point Elementary School renovation, the Swans Creek Elementary School renovation, the Transportation – Brentsville renovation, the Benton Middle School renovation, the Featherstone Elementary School renovation, the Osbourn Park High School fenestration improvements, the Unity Reed High School fenestration improvements, the Freedom High School Pharmacy Lab design, the Graham Park Middle School fenestration improvements, the Gar-Field High School fenestration improvements, the Woodbridge High School Cosmetology Lab renovation, the Woodbridge High School fenestration improvements, the Gar-Field High School artificial turf / concessions building, the Osbourn Park High School artificial turf / concessions and 8-lane track, the Rippon Middle School artificial turf with lighting, HVAC various locations, Battlefield High School roof replacement, Forest Park High School roof replacement, Freedom High School roof replacement, Osbourn Park High School roof replacement, security upgrades various locations, sustainability initiatives various locations, that are to be paid prior to such issuance;

BE IT FURTHER RESOLVED the Prince William Board of County Supervisors intends that adoption of this resolution shall constitute "official intent" within the meaning of Treasury Regulations Section 1.150-2, promulgated under the Internal Revenue Code of 1986, as amended; and

BE IT FURTHER RESOLVED that the Prince William Board of County Supervisors reasonably expects to reimburse advances made or to be made by the School Division to pay costs of the construction of the Rosemount Lewis Elementary School, the Woodbridge Area Elementary School, the Occoquan Elementary School replacement, the 14th High School, the Gainesville Middle School addition (11 rooms), the Reagan Middle School addition (6 rooms), the Bennett Elementary School renovation, the Bristow Run Elementary School renovation, the Parkside Middle School renovation, the Signal Hill Elementary School renovation, the Cedar Point Elementary School renovation, the Swans Creek Elementary School renovation, the Transportation – Brentsville renovation, the Benton Middle School renovation, the Featherstone Elementary School renovation, the Osbourn Park High School fenestration improvements, the Unity Reed High School fenestration improvements, the Freedom High School Pharmacy Lab design, the Graham Park Middle School fenestration improvements, the Gar-Field High School fenestration improvements, the Woodbridge High School Cosmetology Lab renovation, the Woodbridge High School fenestration improvements, the Gar-Field High School artificial turf / concessions building, the Osbourn Park High School artificial turf / concessions and 8-lane track, the Rippon Middle School artificial turf with lighting, HVAC various locations, Battlefield High School roof replacement, Forest Park High School roof replacement, Freedom High School roof replacement, Osbourn Park High School roof replacement, security upgrades various locations, sustainability initiatives various locations, that are to be paid prior to such issuance. The maximum amount of debt or other financing expected to be issued for this purpose is \$3,500,000 for the construction of Rosemount Lewis Elementary School, \$3,741,000 for the Woodbridge Area Elementary School, \$3,000,000 for the Occoquan Elementary School replacement, \$4,710,000 for the 14th High School, \$837,000 for the Gainesville Middle School addition (11 rooms), \$400,000 for the Reagan Middle School addition (6 rooms), \$5,000,000 for the Bennett Elementary School renovation, \$6,000,000 for the Bristow Run Elementary School renovation, \$10,994,000 for the Parkside Middle School renovation, \$6,000,000 for the Signal Hill Elementary School renovation, \$4,872,000 for the Cedar Point Elementary School renovation, \$6,541,400 for the Swans Creek Elementary School renovation, \$400,000 for the Transportation – Brentsville renovation, \$1,136,000 for the Benton Middle School renovation, \$885,000 for the Featherstone Elementary School renovation, \$500,000 for the Osbourn Park High School fenestration improvements, \$500,000 for the Unity Reed High School fenestration improvements, \$50,000 for the Freedom High School Pharmacy Lab design, \$2,350,000 for the Graham Park Middle School fenestration improvements, \$590,560 for the Gar-Field High School fenestration improvements, \$90,000 for the Woodbridge High School Cosmetology Lab renovation, \$590,560 for the Woodbridge High School fenestration improvements, \$440,000 for the Gar-Field High School artificial turf / concessions building, \$480,000 for the Osbourn Park High School artificial turf / concessions and 8-lane track, \$200,000 for the Rippon Middle School artificial turf with lighting, \$325,000 for HVAC various locations, \$1,000,000 for Battlefield High School roof replacement, \$1,500,000 for Forest Park High School roof replacement, \$2,000,000 for Freedom High School roof replacement, \$2,750,000 for Osbourn Park High School roof replacement, \$2,530,000 for security upgrades various locations, and \$450,000 for sustainability initiatives various locations.

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BE IT FURTHER RESOLVED that the Prince William Board of County Supervisors hereby authorizes the administrative adjustment of the adopted budgets to conform to defined program and internal service fund structures.

Ayes: Angry, Bailey, Boddye, Franklin, Wheeler

Nays: Candland, Lawson, Vega,

Absent from Vote: None

Absent from Meeting: None

For Information:

Schools Superintendent

Management and Budget Director

Finance Director

ATTEST: _____



Clerk to the Board

MOTION: FRANKLIN

**April 26, 2022
Regular Meeting
Res. No. 22-234**

SECOND: ANGRY

**RE: BUDGET, APPROPRIATE, AND TRANSFER FISCAL YEAR 2023 TRANSIT SPECIAL
REVENUE FUND**

ACTION: APPROVED

WHEREAS, the Potomac and Rappahannock Transportation Commission (PRTC) is requesting County transit support as follows:

Administration	\$ 104,900
Marketing	1,676,000
Commuter Bus (OmniRide Express)	4,542,300
Intra County Bus (OmniRide Local)	1,427,100
Paratransit	166,900
Vanpool Program	2,016,600
Local Capital Match	<u>3,168,500</u>
Total	\$ 13,102,300

WHEREAS, the above levels of County transit support for commuter bus and intra-county bus will allow PRTC to continue providing County subsidized bus service including complementary paratransit service on the three (3) OmniRide Local routes in the western end of the County that are shared with the Cities of Manassas and Manassas Park; and

WHEREAS, funding PRTC operations requires revenue of \$13,683,100 in Fiscal Year (FY) 2023 estimated fuel tax receipts, \$5,000 in interest earnings, and a \$150,000 contribution for the Wheels-to-Wellness program; and

WHEREAS, a contribution totaling \$735,800 will be made to fund balance in FY 2023; and

WHEREAS, the public hearing regarding the FY 2023 Budget was duly advertised on March 10 and 17, 2022, and held on April 12, 2022;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Board of County Supervisors hereby budgets, appropriates, and transfers funds from the County's motor fuels tax account at the Potomac and Rappahannock Transportation Commission for the programs and in the amounts set forth above;

BE IT FURTHER RESOLVED that the Prince William Board of County Supervisors hereby budgets, appropriates, and transfers \$150,000 from the County's transient occupancy tax funds designated for transportation purposes to support the Wheels-to-Wellness program;

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BE IT FURTHER RESOLVED that the Prince William Board of County Supervisors hereby authorizes the Potomac and Rappahannock Transportation Commission to use the County's fuel tax revenues estimated at \$13,683,100 to support its transit obligations.

Votes:

Ayes: Angry, Bailey, Boddye, Franklin, Wheeler

Nays: Candland, Lawson, Vega,

Absent from Vote: None

Absent from Meeting: None

For Information:

PRTC Finance Director

Management and Budget Director

ATTEST: _____

A handwritten signature in blue ink, reading "Andrea P. Madden", is written over a horizontal line.

Clerk to the Board

MOTION: BAILEY

**April 26, 2022
Regular Meeting
Res. No. 22-235**

SECOND: ANGRY

**RE: AUTHORIZE AMENDMENTS TO THE POSITION CLASSIFICATION AND PAY PLAN
IN ACCORDANCE WITH THE COUNTY'S ADOPTED COMPENSATION POLICY**

ACTION: APPROVED

WHEREAS, the Board of County Supervisors adopts amendments to the Position Classification and Pay Plan on a periodic as needed basis; and

WHEREAS, a Nurse Practitioner classification is recommended to be established to support Community Services' work in assessing patient needs, diagnosing medical conditions, ordering and interpreting diagnostic and laboratory tests, and formulating and prescribing treatment plans; and

WHEREAS, a Solid Waste Supervisor classification is recommended to receive a subgrade change to recognize and coincide with the level of responsibilities and performance requirements commensurate with supervisor-level positions in the Solid Waste Job Family, including but not limited to the supervision of the mechanical and manual collection of solid waste, inspecting various waste materials, calculating and collecting fees for discarding waste materials, and supervising subordinate staff members; and

WHEREAS, an update to the General Salary Schedule is recommended at the entry levels in three Decision Band Matrix (DBM) categories in accordance with Virginia minimum wage requirements and the County's compensation philosophy; and

WHEREAS, Sections 19-12(c) and 19-13 of the Prince William County Code provide for amendments to the Position Classification and Pay Plan by resolution of the Prince William Board of County Supervisors; and

WHEREAS, the Human Resources Director recommends the Position Classification and Pay Plan amendments herein, as described above:

- Establish Nurse Practitioner, DBM C52 (Community Services)
- Change Solid Waste Supervisor from DBM B21 to B22 (Public Works)
- Update the General Salary Structure at the entry levels for DBM's A01, A02, and A03

NOW, THEREFORE, BE IT RESOLVED that the Prince William Board of County Supervisors hereby amends the Position Classification by approving the defined amendments, effective July 1, 2022;

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BE IT FURTHER RESOLVED that the Prince William Board of County Supervisors hereby amends the General Service Pay Plan by approving the defined adjustments, effective January 1, 2023.

ATTACHMENT: FY 2023 Budget – General Salary Structure Recommendation (A01, A02, A03)

Votes:

Ayes: Angry, Bailey, Boddye, Candland, Franklin, Wheeler

Nays: Lawson, Vega

Absent from Vote: None

Absent from Meeting: None

For Information:

Finance Director

Human Resources Director

Management and Budget Director

ATTEST: _____

A handwritten signature in blue ink that reads "Andrea P. Madden". The signature is written in a cursive style with a large, looped initial 'A'.

Clerk to the Board

Attachment: FY2023 Budget - General Salary Structure Recommendation (A01, A02, A03)

DBM Salary Structure FY2022			
DBM	Minimum	Midpoint	Maximum
A01	\$11.00	\$15.44	\$19.87
A02	\$12.31	\$17.27	\$22.24
A03	\$13.78	\$19.29	\$24.80

DBM Salary Structure FY2023 (effective 1/1/2023)			
DBM	Minimum	Midpoint	Maximum
A01	\$12.00	\$15.94	\$19.87
A02	\$13.43	\$17.83	\$22.24
A03	\$15.03	\$19.92	\$24.80

MOTION: BODDYE

**April 26, 2022
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Res. No. 22-236**

SECOND: ANGRY

**RE: AUTHORIZE THE CONTRIBUTION OF FISCAL YEAR 2023 OPERATING SURPLUS TO
MAINTAIN REQUIRED FUND BALANCES IDENTIFIED IN THE PRINCIPLES OF
SOUND FINANCIAL MANAGEMENT**

ACTION: APPROVED

WHEREAS, the Principles of Sound Financial Management provide financial policies necessary to assure sound stewardship of taxpayer dollars and guide the County in the planning of expenditures and revenues to ensure discipline and structural stability to weather economic cycles; and

WHEREAS, the Principles of Sound Financial Management identify annual fund balance requirements necessary to mitigate current and future economic risks; and

WHEREAS, bond rating agencies examine fund balances when considering the overall economic health and credit quality of the County; and

WHEREAS, the Prince William Board of County Supervisors adopted the current Principles of Sound Financial Management on April 10, 2018, including fund balance policies regarding the Capital Reserve and Economic Development Opportunity Fund Reserve; and

WHEREAS, Fiscal Year 2023 operating surplus from the general fund will be used to support these commitments;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Board of County Supervisors hereby authorizes the Finance Director to use the Fiscal Year 2023 operating surplus from the general fund to maintain required fund balances identified in the Principles of Sound Financial Management listed in priority order as follows:

1. Maintain unassigned fund balance at 7.5% of general fund revenues;
2. Maintain the revenue stabilization fund reserve at 2.0% of general fund revenues;
3. Maintain the capital reserve at 2.0% of the current capital projects funds appropriations;
4. Maintain the Fiscal Year-end balance of the Economic Development Opportunity Fund at \$3,000,000.

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BE IT FURTHER RESOLVED that the Finance Director shall report the unaudited Fiscal Year 2023 operating surplus to the Prince William Board of County Supervisors within 45 days of the close of the fourth quarter;

BE IT FURTHER RESOLVED that the Finance Director shall report the results of the Fiscal Year 2023 audit upon completion.

Votes:

Ayes: Angry, Bailey, Boddye, Candland, Franklin, Wheeler

Nays: Lawson, Vega

Absent from Vote: None

Absent from Meeting: None

For Information:

Finance Director

Management and Budget Director

ATTEST: _____

A handwritten signature in blue ink that reads "Andrea P. Madden". The signature is written in a cursive, flowing style.

Clerk to the Board

MOTION: BODDYE

SECOND: ANGRY

RE: ADOPT FISCAL YEAR 2023-2027 FIVE-YEAR PLAN

ACTION: APPROVED

**April 26, 2022
Regular Meeting
Res. No. 22-237**

WHEREAS, the Prince William Board of County Supervisors (Board) has actively planned for the financial future of the County government and the school system; and

WHEREAS, the Board maintains the revenue agreement to split general revenue, excluding recordation tax revenue, 57.23% to the Schools and 42.77% to the County; and

WHEREAS, the County government has identified a need to achieve critical Strategic Plan outcomes, complete needed capital projects, provide effective and efficient programs and services to citizens, and provide compensation that attracts and retains quality employees;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Board of County Supervisors hereby adopts the County's Fiscal Year 2023-2027 Five-Year Plan.

ATTACHMENT: Fiscal Year 2023-2027 Five-Year Plan

Votes:

Ayes: Angry, Bailey, Boddye, Franklin, Wheeler

Nays: Candland, Lawson, Vega

Absent from Vote: None

Absent from Meeting: None

For Information:

Prince William County Schools Superintendent
Management and Budget Director

ATTEST: _____



Clerk to the Board

Fiscal Year 2023-2027 Five-Year Plan

General Fund Resource and Expenditure Projection

	FY2023	FY2024	FY2025	FY2026	FY2027
<u>Revenue and Resources:</u>					
General Revenue	\$1,249,568,000	\$1,318,006,000	\$1,368,543,500	\$1,422,718,000	\$1,478,673,000
Less Schools Share of General Revenue	\$715,127,766	\$754,294,834	\$783,217,445	\$814,221,511	\$846,244,558
County Share of General Revenue	\$534,440,234	\$563,711,166	\$585,326,055	\$608,496,489	\$632,428,442
County General Revenue	\$534,440,234	\$563,711,166	\$585,326,055	\$608,496,489	\$632,428,442
Agency Revenue	\$211,301,036	\$216,364,929	\$221,655,581	\$227,273,316	\$237,602,093
County Resources	\$11,795,433	\$686,463	\$9,995,730	(\$1,408,298)	(\$1,854,904)
Total County Revenue and Resources Available	\$757,536,703	\$780,762,559	\$816,977,366	\$834,361,507	\$868,175,631
<u>County Operating Expenditures:</u>					
County Operating Expenditures	\$739,440,681	\$765,505,421	\$781,298,748	\$792,815,959	\$809,935,625
<u>County CIP Expenditures:</u>					
Environmental Sustainability	\$1,000,000	\$0	\$0	\$0	\$0
Proffers (Devlin Rd & County Watersheds)	\$2,517,452	\$0	\$0	\$0	\$0
Building & Facility Capital Maintenance	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000	\$4,000,000
Judicial Center Renovation	\$10,000,000	\$6,300,000	\$6,300,000	\$0	\$0
Fire & Rescue Station 27	\$0	\$1,654,581	\$5,446,832	\$5,106,187	\$5,106,187
Public Safety Training Center	\$0	\$1,700,000	\$3,000,000	\$3,500,000	\$3,500,000
Juvenile Services Center	\$0	\$0	\$3,000,000	\$3,000,000	\$3,000,000
Judicial Center Expansion	\$0	\$0	\$2,500,000	\$5,000,000	\$7,500,000
Homeless Navigation Center-East	\$0	\$0	\$2,000,000	\$2,000,000	\$2,000,000
Countywide Space	\$0	\$0	\$3,000,000	\$5,000,000	\$5,000,000
Future Community Improvement	\$0	\$0	\$0	\$0	\$4,000,000
Potomac/Neabsco Mills Parking Garage	\$0	\$0	\$500,000	\$500,000	\$500,000
Parks Referendum	\$0	\$120,724	\$1,431,470	\$3,690,329	\$3,954,510
Mobility Referendum	\$0	\$765,451	\$4,063,983	\$9,624,115	\$19,537,694
County CIP Expenditures	\$17,517,452	\$14,540,756	\$35,242,285	\$41,420,631	\$58,098,391
Total County Expenditure (Operating & CIP)	\$756,958,133	\$780,046,177	\$816,541,033	\$834,236,590	\$868,034,016
Available Capacity	\$578,570	\$716,381	\$436,333	\$124,917	\$141,615
Grand Total General Fund Expenditures	\$1,472,085,899	\$1,534,341,011	\$1,599,758,478	\$1,648,458,101	\$1,714,278,574

Totals may not add due to rounding.

MOTION: BODDYE

**April 26, 2022
Regular Meeting
Res. No. 22-238**

SECOND: BAILEY

RE: AMEND THE FISCAL YEAR 2023 FISCAL PLAN TO BUDGET AND APPROPRIATE THE REMAINING BALANCE OF \$915,797,118 FOR ESTIMATED ENCUMBERED PURCHASE ORDERS AND CONTRACTS, ESTIMATED UNENCUMBERED CAPITAL CONSTRUCTION PROJECT AND GRANT PROJECT BALANCES, ESTIMATED AMERICAN RESCUE PLAN ACT FUNDS, ESTIMATED NON-CAPITAL SMALL PROJECT CONSTRUCTION BALANCES, ESTIMATED ROUTE 1 RENAMING PROJECT BALANCES, AND ECONOMIC DEVELOPMENT OPPORTUNITY FUND GRANTS AS OF JUNE 30, 2022

ACTION: APPROVED

WHEREAS, purchase orders and contracts encumbered at the end of the fiscal year must be re-appropriated in the succeeding fiscal year for payment; and

WHEREAS, capital construction projects are seldom completed within one fiscal year, necessitating the budget and appropriation of the remaining balance of project funding from one fiscal year to the succeeding fiscal year, to accomplish the project's objective; and

WHEREAS, the encumbrances are estimated at \$410,665,746 as of June 30, 2022; and

WHEREAS, appropriation of an estimated remaining balance amount of \$462,851,878 for unencumbered capital project balances and grant project balances will give the responsible agencies continuous access to project funding; and

WHEREAS, appropriation of an estimated remaining balance amount of \$30,800,000 for remaining American Rescue Plan Act (ARPA) funds will make funding available in Fiscal Year 2023; and

WHEREAS, appropriation of an estimated remaining balance amount of \$6,358,494 for internal service fund carryover of expenditure balances in the capital project fund, general fund and other funds will give the Public Works, Environmental Services Construction Crew continuous access to project funding; and

WHEREAS, appropriation of an estimated remaining balance amount of \$3,171,000 for unencumbered remaining funds for the Route 1 Renaming project will give the responsible agencies continuous access to project funding; and

WHEREAS, appropriation of an estimated remaining balance amount of \$1,500,000 for unencumbered Economic Development Opportunity Fund Grants will give the responsible agencies continuous access to project funding; and

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WHEREAS, appropriation of an estimated remaining balance amount of \$450,000 for unencumbered funds to support the development of a community energy master plan/sustainability plan will give the responsible agencies continuous access to project funding; and

WHEREAS, appropriation of an estimated remaining balance amount for the beginning of the fiscal year facilitates the payment of outstanding bills and ensures continuity of ongoing projects; and

WHEREAS, a properly advertised public hearing was held on April 12, 2022;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Board of County Supervisors hereby amends the Fiscal Year 2023 Fiscal Plan to budget and appropriate the remaining balance of \$915,797,118 for estimated encumbered purchase orders and contracts, estimated unencumbered capital construction project and grant project balances, estimated American Rescue Plan Act funds, estimated non-capital small project construction balances, estimated Route 1 Renaming project balances, and Economic Development Opportunity Fund grants as of June 30, 2022;

BE IT FURTHER RESOLVED that the Prince William Board of County Supervisors hereby authorizes the Director of Finance to adjust this amount downward, if necessary, to accurately reflect the actual encumbered amounts and actual unencumbered capital construction project and grant project amounts at the end of Fiscal Year 2022.

Votes:

Ayes: Angry, Bailey, Boddye, Candland, Franklin, Wheeler

Nays: Lawson, Vega

Absent from Vote: None

Absent from Meeting: None

For Information:

Director of Finance

Management and Budget Director

Financial Reporting and Control Division Chief

ATTEST: _____



Clerk to the Board

MOTION: BAILEY

**April 26, 2022
Regular Meeting
Res. No. 22-239**

SECOND: BODDYE

RE: CERTIFY CLOSED MEETING

ACTION: APPROVED

WHEREAS, the Prince William Board of County Supervisors has this day adjourned into Closed Meeting in accordance with a formal vote of the Board, and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, the Freedom of Information Act requires certification that such Closed Meeting was conducted in conformity with the law;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Board of County Supervisors hereby certifies that to the best of each member's knowledge, i) only public business matters lawfully exempted from open meeting requirements under the Freedom of Information Act were discussed in the Closed Meeting to which this certification applies, and ii) only such public business matters as were identified in the Motion by which the said Closed Meeting was convened were heard, discussed or considered by the Board. No member dissents from the aforesaid certification.

- Adjourned into Closed Meeting at
- Reported out from Closed Meeting at

9:40 P.M.
11:13 P.M.

Votes:

Ayes: Angry, Bailey, Boddye, Candland, Franklin, Lawson, Vega, Wheeler

Nays: None

Absent from Vote: None

Absent from Meeting: None

ATTEST: _____



Clerk to the Board

MOTION: VEGA

SECOND: BAILEY

RE: ADJOURN MEETING

ACTION: APPROVED

**April 26, 2022
Regular Meeting
Res. No. 22-240**

WHEREAS, the Prince William Board of County Supervisors has completed all items on the agenda for April 26, 2022;

NOW, THEREFORE, BE IT RESOLVED that the Prince William Board of County Supervisors hereby adjourns the meeting of April 26, 2022 at 11:14 P.M.

Votes:

Ayes: Angry, Bailey, Boddye, Candland, Franklin, Lawson, Vega, Wheeler

Nays: None

Absent from Vote: None

Absent from Meeting: None

ATTEST: _____



Clerk to the Board