

**MOTION: ANGRY**

**April 26, 2022  
Regular Meeting**

**SECOND: BAILEY**

**Ord. No. 22-11**

**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 (\$.005) or more shall be treated as one cent (\$.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](http://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](http://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. <b>Quality Control Review Fee</b> (final site/subdivision plans and revisions)	\$ 180.83
2. <b>Quality Control Review Fee</b> (minor site plans)	\$ 56.60
3. <b>Quality Control Rejection Fee</b>	\$ 288.71
4. <b>Concurrent Processing</b> - of a final site/subdivision plan or revision while a Planning Office application requiring a Public Hearing is being reviewed simultaneously	\$ 565.97
5. <b>Conservation Escrow - as percentage of total UPL bond</b>	10.00%
6. <b>Plat Administration</b>	
<b>Re-stamping of plans/revalidation of plats - base/administrative fee plus price per sheet over ten sheets</b>	\$ 94.03
	\$ 3.97
Re-stamping of lost plans, additional copies, or revalidation of plats due to non-technical changes.	
<b>Revalidation of plat for final subdivision/site plan, record, or easement plat - base plus price per sheet over ten sheets</b>	\$ 94.03
	\$ 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.	
<b>Plat Vacation pursuant to Virginia Code § 15.2-2271 or § 15.2-2272</b>	\$ 150.00
7. <b>Waiver Requests</b>	\$ 772.11
Waiver request by individual lot owner	\$ 182.76
8. <b>Cemetery Preservation Area and Fence Modification</b>	\$ 118.51
9. <b>Plan Resubmission Time Extension Request (maximum four extensions)</b>	\$ 90.06
<b>Note:</b> 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. <b>Administrative Reviews</b> - 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. <b>Substitute Permit Fee</b> - 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. <b>Revisions to any Approved Plan or Plat, all types</b> (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. <b>Bond Administration Fee</b> (due at surety posting)	\$ 602.75
14. <b>Bond Release Fee</b> (due prior to surety release)	\$ 553.78
15. <b>Lot Escrow Administrative Fee</b> (single-family detached), per lot	\$ 56.60
16. <b>Performance Agreement Extension Request</b>	
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. <b>Performance Agreement Reduction Request</b>	\$ 1,528.31
18. <b>Performance Agreement Substitution</b> (per performance agreement)	\$ 281.87
19. <b>Escrow Revision/Reduction Request</b>	\$ 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.

<b>1. Quality Control Fee</b> (Development Study or Report)	\$ 84.89
<b>2. Traffic Impact Studies</b>	
a. First Submission	\$ 1,697.90
b. Third and Subsequent Submissions	\$ 848.95
<b>3. Perennial Flow Determination</b>	
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
<b>4. Preservation Area Site Assessments (PASA)</b>	
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
<b>5. Resource Management Area (RMA) Limits Study</b>	
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
<b>6. Water Quality Impact Assessment (WQIA)</b>	
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
<b>7. Intensely Developed Area (IDA) Boundary Modification Request</b>	\$ 844.95
<b>8. Exception for RPA Encroachment</b>	
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
<b>9. Floodplain Studies</b>	
The fee for floodplain studies will be calculated by adding the application fees and the hydraulic analysis fee.	
<b>Hydrologic Analysis</b>	
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
<b>Hydraulic Analysis</b>	
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
<b>10. Geotechnical Study</b>	
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	\$ 817.14
per proposed lot/unit, whichever is greater	\$ 54.30

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

Application Fee	\$ 817.14
Supplemental Fee, per lot	\$ 671.46
Health Department Review Fee (if applicable), per lot	\$ 21.19

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

Application Fee	\$ 817.14
Health Department Review Fee (if applicable), per lot/unit	\$ 21.19

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

Application Fee	\$ 817.14
Supplemental Fee per lot/unit	\$ 448.96

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

Application Fee	\$ 817.14
Supplemental Fee - total not to exceed	\$ 108,912.45
Percentage of total bond applied up to \$2M	1.90%
Percentage of total bond applied over \$2M	0.91%

**6. Family Land Transfers, per application**

\$ 817.14
-----------

**7. Plan Revalidation**

\$ 407.90
-----------

**PART V - NONRESIDENTIAL SUBDIVISION/SITE PLAN REVIEW FEES**

**Fee**

		<b>Fee</b>
<b>1. Sketch/Preliminary Plan</b>		
Application Fee		\$ 817.14
plus fee per 1,000 gross bldg sf proposed		\$ 0.91
<b>2. Final Site Plan</b>		
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
<b>3. Final Subdivision Plan</b>		
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
<b>4. Outdoor Recreation Uses - e.g., golf course, driving range, kiddie park</b>		
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
<b>5. Public Improvement (Infrastructure) Plans - Serving non-residential projects and submitted separately</b>		
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%
<b>6. Targeted Industry Site Plan</b>		
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**

<b>7. Public Improvement (Infrastructure) Plans</b> - 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
<b>8. Minor Site Plan</b>	
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%
Percentage of any increase in the total bond from the latest final plan	3.81%
<b>9. Small Cell Facility, per plan</b>	
Up to 5 facilities	\$ 100.00
Each additional facility, up to 35	\$ 50.00
<b>10. Telecom Administrative Review</b> - eligible projects	\$ 500.00
<b>11. Plan Revalidation</b>	\$ 407.90

**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
----	--------

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

\$	16,613.46
	5.46%

**2. Grading and/or Infrastructure Permit (Nonresidential only)**

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

\$	1,814.39
----	----------

Total not to exceed

	18.14%
--	--------

\$	309,000.00
----	------------

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%
--	-------

	18.14%
--	--------

**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
----	----------

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

	18.14%
--	--------

**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.

<b>PART IX - MISCELLANEOUS FEES</b>	<b>Fee</b>
<b>1. Sale of Computer Generated Information - Reports/Printouts</b>	
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
<b>2. Overtime Policy</b>	
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.	
<b>3. Returned Check Fee</b>	\$ 50.00
<b>4. Site Occupancy Phasing Plans, per phase</b>	\$ 107.32
<b>5. Site Occupancy Inspection Request (Commercial/Multi-family/Temporary or Partial)</b>	\$ 152.57
- Per phase field inspection	
<b>6. Lot Grading Plans - Lots being reviewed exclusive of subdivision review, per lot</b>	\$ 493.99
<b>7. Minor Lot Grading Plan Revision</b>	\$ 63.57
<b>Note:</b> Major revisions shall be charged the normal lot grading plan fee.	
<b>8. Lot Grading Inspection (Paid with Building Permit)</b>	\$ 246.33
<b>Re-inspection fee</b>	\$ 103.30
<b>9. Pavement Redesign and CBR Test Verification, per street</b>	\$ 405.25
<b>10. Geotechnical Report in Conjunction with a Lot Grading Plan, per lot</b>	\$ 178.44
<b>11. Fire Lane Plan Review</b>	\$ 303.41
<b>12. Fire Lane Plan Inspection</b>	\$ 246.99
<b>13. As-Built Plan Review</b>	
First Submission	\$ 397.31
Second Submission (one-time fee)	\$ 324.47
<b>14. Camera Van Inspections</b>	
a. Per linear foot (\$301.38 minimum)	\$ 2.51
b. Minimum fee	\$ 301.38
<b>15. Camera Van Re-Inspection</b>	
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
<b>16. Erosion &amp; Sediment Control Variance</b>	\$ 382.73
<b>17. Wetlands Permit Application</b>	\$ 649.64
a. Mitigation rate vegetated \$18.00 sq ft	
b. Mitigation rate non-vegetated \$9.00 sq ft	
<b>18. Concrete Re-Inspection fee for driveways and sidewalks</b>	\$ 156.72
<b>19. Open Cut Trenching for utility crossings on paver travelways and streets which are not in the State system of highways</b>	\$ 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**

<b>Classification</b>	<b>Zoning District</b>	<b>Base</b>	<b>Plus/Acre</b>
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**

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

**PART II - SPECIAL USE PERMIT FEES**

**Fee**

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

**PART II - SPECIAL USE PERMIT FEES**

**Fee**

Description	Use	Fee
<b>Category H</b> - 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"> <li>• Ambulance service maintenance facility</li> <li>• Company vehicle service facility</li> <li>• Continuing Care Retirement Facility</li> <li>• Crematory, secondary to a hospital, mortuary or funeral home</li> <li>• Electronic component, assembly, and manufacturing</li> <li>• Home improvement center.</li> <li>• Hospital</li> <li>• Manufacturing of musical instruments and toys.</li> <li>• Manufacturing, pharmaceuticals (non-HAZMAT process).</li> <li>• Manufacturing/processing of other products, non-hazmat</li> <li>• Marina</li> <li>• Mobile home or office sales</li> <li>• Motor vehicle auction, wholesale</li> <li>• Motor vehicle fuel station - secondary only</li> <li>• Motor vehicle impoundment/storage yard, as principal use</li> <li>• Motor vehicle parts/repair (3 or less repair work bays)</li> <li>• Motor vehicle sales, limited and recreational (incl. boats) 4 or more repair work bays</li> <li>• Moving and storage.</li> <li>• Paintball Facility</li> <li>• Private airstrip, individual owner</li> <li>• Racetrack, equestrian</li> <li>• Railroad passenger station</li> <li>• Recycling Plant and Recycling material separation facility</li> <li>• Residential uses in commercial and office districts</li> <li>• Retail use exceeding 80,000 sf</li> <li>• Shopping Center type B in the B-2 Zoning District</li> <li>• Stadium or arena, indoors/outdoors</li> <li>• Taxi &amp; limousine operation/service/dispatching facility</li> <li>• Town Center</li> <li>• Travel trailer and camp park</li> <li>• Solar Energy Facility</li> </ul>	<div style="border: 1px solid black; padding: 2px; display: inline-block;">\$ 10,633.55</div>

**PART II - SPECIAL USE PERMIT FEES**

**Fee**

Description	Use	Fee
<b>Category I - Industrial-type</b> 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"> <li>• Airport, heliport, helipad</li> <li>• Asphalt/concrete plant</li> <li>• Assembly/proc. of other products, hazmat</li> <li>• Bus Station, commercial</li> <li>• Extraction of mineral resources and related operations</li> <li>• Hazmat storage facility</li> <li>• Heavy industry</li> <li>• Manufacturing, cosmetics, and perfume.</li> <li>• Manufacturing/processing and wholesale hazmat</li> <li>• Motor vehicle fuel station, retail</li> <li>• Motor vehicle graveyard</li> <li>• Motor vehicle parts/repair 4 or more repair work bays</li> <li>• Motor vehicle sales, unlimited off-road and heavy equipment, with repair</li> <li>• Motor vehicle towing</li> <li>• Racetrack, motorized</li> <li>• Research and development, hazmat</li> <li>• Sawmill</li> <li>• Testing and experimental labs, hazmat</li> <li>• Truck stop, with related facilities</li> <li>• Warehouse (Hazmat)</li> <li>• Water transportation facility</li> <li>• Wholesaling/storage and processing (HAZMAT).</li> </ul>	<div style="border: 1px solid black; padding: 2px;">\$ 13,291.93</div>
<b>1. Modification of development standards based upon the physical amount of increase requested</b>		
a. Increase in floor area ratio (FAR), per 1.0 FAR increase		<div style="border: 1px solid black; padding: 2px;">\$ 1,711.92</div>
b. Increased height, per foot		<div style="border: 1px solid black; padding: 2px;">\$ 178.44</div>
<b>2. Modification of other development standards</b>		
a. Reduction in minimum district size (1 acre / proposed district size x multiplier \$4,302.02)		<div style="border: 1px solid black; padding: 2px;">\$ 4,431.08</div>
b. Alternative compliance in a Mixed-Use District (for each development standard modified)		<div style="border: 1px solid black; padding: 2px;">\$ 4,431.08</div>
<b>3. Other Fees</b>		
a. Service Authority Review Fee - Required for most special use permit applications		<div style="border: 1px solid black; padding: 2px;">\$ 71.12</div>
b. Minor modifications of previously approved SUP conditions requiring a public hearing process, percentage of minimum fee		<div style="border: 1px solid black; padding: 2px;">27.00%</div>
c. Concurrent processing of SUP and REZ		<div style="border: 1px solid black; padding: 2px;">\$ 71.12</div>
d. Traffic impact studies		
i. First Submission		<div style="border: 1px solid black; padding: 2px;">\$ 1,697.90</div>
ii. Third and Subsequent Submissions		<div style="border: 1px solid black; padding: 2px;">\$ 848.95</div>
e. Administrative SUP Modification		<div style="border: 1px solid black; padding: 2px;">\$ 1,131.93</div>

**PART III - MISCELLANEOUS ZONING FEES**

**Fee**

<b>1. Sign Permits</b>	
a. New Sign	
i. Less than 50 square feet	\$ 110.76
ii. Greater than or equal to 50 square feet Plus fee per square foot	\$ 110.76 \$ 2.22
b. Temporary	\$ 55.38
<b>2. Temporary Commercial Activity Permit</b>	
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.	
<b>Category A</b> - Limited to small-scale events with less than 100 people or small roadside stands	\$ 120.55
<b>Category B</b> - Small-scale events with 100-500 people max	\$ 301.38
<b>Category C</b> - Intermediate-scale events with 501-1,000 people in attendance	\$ 482.20
<b>Category D</b> - Large-scale events with more than 1,000 people during the duration of the event	\$ 663.03
<b>Category E</b> - Annual multi-events (max 4 events per application; Commercial requires a new application for each event after first 4)	\$ 482.20
<b>Outdoor Seating</b>	\$ 5.00
<b>3. Certificate of Zoning Approval, (per item, request, etc.) to include:</b> 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
<b>4. Building Zoning Approvals, (per item, addition, structure, etc.):</b> 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.	
<b>Single Approval</b>	\$ 51.84
<b>Multiple Approvals</b> , after initial approval	\$ 24.11
<b>5. Home Occupation Certificate - Family Day Home</b>	\$ 93.00
<b>6. Home Occupation Certificate Appeal</b>	\$ 307.00
<b>7. Home Occupation Certificate - Office (HOC-1)</b>	\$ 60.28
<b>8. Home Employment Certificate</b>	\$ 60.28
<b>9. Temporary Construction Trailer Permit, per trailer</b>	\$ 99.94
<b>10. Variance to the Board of Zoning Appeals</b>	\$ 504.00
<b>11. Re-advertisement/Re-notification (standard case)</b>	\$ 63.00
<b>12. Re-advertisement/Re-notification (expanded notification area)</b>	\$ 128.00
<b>13. Re-Posting/Replacement Sign (of 10 or more signs)</b>	\$ 85.00
<b>14. Appeal to the Board of Zoning Appeals (BZA)/Board of County Supervisors (BOCS)</b>	\$ 750.00
<b>15. Agricultural and Forestal District</b>	\$ 50.00
<b>16. Live Entertainment Permit (with Security Plan)</b>	\$ 948.74
<b>17. Live Entertainment Permit (without Security Plan)</b>	\$ 650.97

**PART III - MISCELLANEOUS ZONING FEES**

	<b>Fee</b>
<b>18. Non-conforming Lot or Structure</b>	\$ 128.00
<b>19. Non-conforming Use</b>	
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
<b>20. Zoning/Proffer/Special Use Permit - Determination or Interpretation</b>	\$ 478.00
<b>21. Zoning Verification</b> (submitted by other than the homeowner) (DMV, DEQ, HUD)	\$ 93.00
<b>22. Parking Tabulation</b> (applicant prepared)	\$ 407.90
<b>23. Parking Tabulation</b> (County-prepared)	\$ 1,131.93
<b>24. Section 106/NEPA Review</b>	\$ 169.79
<b>25. Public Facility Review</b>	\$ 1,131.93

**VIRGINIA STORMWATER MANAGEMENT PROGRAM (VSMP) FEES**

	<b>Total Fee</b>	<b>Fee to County</b>	<b>Fee to State*</b>
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)
- b. Individual SFH Not Part of Common Plan of Development with Land Disturbance greater Than 1 Ac. (Including additions or modifications)

\$0
\$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.
- d. Equal to or Greater Than 1 Ac. and less than 5 Ac.
- e. Equal to or Greater than 5 Ac. and less than 10 Ac.
- f. Equal to or Greater than 10 Ac. and less than 50 Ac.
- g. Equal to or Greater than 50 Ac. and less than 100 Ac.
- h. Greater than 100 Ac.

\$20
\$200
\$250
\$300
\$450
\$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)
- b. Individual SFH Not Part of Common Plan of Development with Land Disturbance greater Than 1 Ac. (Including additions or modifications)

\$0
\$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.
- d. Equal to or Greater Than 1 Ac. and less than 5 Ac.
- e. Equal to or Greater than 5 Ac. and less than 10 Ac.
- f. Equal to or Greater than 10 Ac. and less than 50 Ac.
- g. Equal to or Greater than 50 Ac. and less than 100 Ac.
- h. Greater than 100 Ac.

\$50
\$400
\$500
\$650
\$900
\$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.**

# County of Prince William

5 County Complex Court, Prince William, VA. 22192  
(703) 792-6930, Fax (703) 792-5285 [www.pwcva.gov](http://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 m<sup>2</sup>) 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 m<sup>2</sup>).
6. **Tents or air-supported structures, or both, that cover an area of 900** square feet (84 m<sup>2</sup>) 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 m<sup>2</sup>), 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 m<sup>2</sup>) or less of roof covering in all groups and all wind zones.
  - 14.6 Replacement of 256 square feet (23.78M<sup>2</sup>) 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 m<sup>2</sup>) 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
--	-----------	----------	-----------

5. Reassignment of responsible parties for construction permits

	\$ 117.23	\$ 30.08	\$ 147.31
--	-----------	----------	-----------

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**

	Base Fee	Surcharges	Total Fee
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:			
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**

	Base Fee	Surcharges	Total Fee
<b>1. Inspections</b>			
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. <b>Fee shown is per hour.</b>	\$ 133.85	\$ 34.35	\$ 168.20
b. Post Concealment Inspection Analysis, per permit	\$ 79.03	\$ 20.28	\$ 99.31
<b>c. Inspection Cancellation Fee</b>			
i. Up to 8:00 a.m. on the day of inspection	\$ 31.62	\$ 8.11	\$ 39.73
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
<b>d. Reinspection Fee</b>			
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
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
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 <b>Fee shown is per hour.</b>	\$ 117.23	\$ 30.08	\$ 147.31
<b>2. JOE Inspections</b>			
a. JOE Program with Safety Inspection (Additional fees apply; Fire Marshal Inspection and Certificate of Use and Occupancy)	\$ 93.16	\$ 23.18	\$ 116.34
b. JOE Program without Safety Inspection	\$ 39.68	\$ 10.32	\$ 50.00
<b>3. Third Party Inspection Certification Program for Leftover Inspections - see Building Development Policy 1.17, effective May 5, 2006 - Field Validation Phase, Daily</b>			
	\$ 592.39	\$ 152.05	\$ 744.44
<b>4. Third Party Engineers Seminar, per seminar</b>			
(Note: This fee does not apply to the quarterly seminar scheduled by the County.)	n/a	\$ -	\$ 350.00

**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.

\$	0.1132	\$	0.0290	\$	0.1422
----	--------	----	--------	----	--------

- 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

\$	196.27	\$	50.39	\$	246.66
----	--------	----	-------	----	--------

- c. Minimum fee (decks and detached sheds 250 sq. ft. or less)

\$	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):

- a. Fee per square foot of gross floor area - for complete buildings only

\$	0.2156	\$	0.0554	\$	0.2710
----	--------	----	--------	----	--------

- b. Minimum fee per structure or tenant space

\$	263.15	\$	67.55	\$	330.70
----	--------	----	-------	----	--------

- c. Tents (greater than 900 square feet)

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

- d. Framing and Rough-in Permit

\$	263.15	\$	67.55	\$	330.70
----	--------	----	-------	----	--------

**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

\$	0.1104	\$	0.0284	\$	0.1388
----	--------	----	--------	----	--------

- b. Fee per square foot of gross floor area for shell buildings, to include foundations

\$	0.1947	\$	0.0499	\$	0.2446
----	--------	----	--------	----	--------

- c. Fee per square foot for tenant floor area of leased and/or occupied tenant space, or a minimum fee

\$	0.0736	\$	0.0190	\$	0.0926
----	--------	----	--------	----	--------

- d. Fee per square foot of gross floor area (without footing/foundation/shell), base building with tenant improvements

\$	0.1578	\$	0.0405	\$	0.1983
----	--------	----	--------	----	--------

2. Residential (R-3, R-4 and R-5 only)

- a. Footing and foundation in addition to the regular Building Permit (when permitted separately)

\$	79.03	\$	20.28	\$	99.31
----	-------	----	-------	----	-------

- b. Fee per square foot for superstructure, including basement

\$	0.1132	\$	0.0290	\$	0.1422
----	--------	----	--------	----	--------

	Base Fee	Surcharges	Total Fee
<b>C. ERECTION OF STRUCTURES OTHER THAN BUILDINGS</b>			
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
<b>D. REPAIRS AND ALTERATIONS</b>			
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
<b>E. FINISHED BASEMENTS (RESIDENTIAL)</b>			
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
<b>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.</b>			
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
<b>G. RECALCULATION OF OCCUPANCY LOAD POSTING PLACARD</b>			
1. Fee per placard	\$ 79.03	\$ 20.28	\$ 99.31
2. Minimum fee	\$ 79.03	\$ 20.28	\$ 99.31
<b>H. INDUSTRIALIZED BUILDING FOUNDATION OR MANUFACTURED HOMES</b>			
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
<b>I. MANUFACTURED HOME - INSTALLATION</b>	\$ 79.03	\$ 20.28	\$ 99.31

**J. OTHER FEES**

	Base Fee	Surcharges	Total Fee
1. Building Demolition	\$ 130.84	\$ 33.58	\$ 164.42
2. Retaining Wall (SF of Total Wall Face)			
a. Minimum Fee for retaining walls	\$ 130.84	\$ 33.58	\$ 164.42
b. Retaining walls with less than 8 feet of unbalanced fill	\$ 0.4383	\$ 0.1126	\$ 0.5509
c. Retaining walls with 8 feet or more of unbalanced fill	\$ 0.5259	\$ 0.1350	\$ 0.6609
3. Outdoor sign - fee per sign	\$ 130.84	\$ 33.58	\$ 164.42
4. Indoor sign attachment - fee per sign			
a. First sign	\$ 130.84	\$ 33.58	\$ 164.42
b. Each additional sign	\$ 35.28	\$ 9.06	\$ 44.34
5. Ground signs - fee per sign	\$ 130.84	\$ 33.58	\$ 164.42
6. Poles over 30 ft. for flags, site lighting systems, flat fee per project	\$ 130.84	\$ 33.58	\$ 164.42
7. Private residential swimming pools	\$ 130.84	\$ 33.58	\$ 164.42
8. Public or semipublic swimming pools	\$ 263.15	\$ 67.55	\$ 330.70
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)	\$ 876.10	\$ 224.87	\$ 1,100.97
ii. 5,000 up to 10,000 square feet	\$ 1,753.69	\$ 450.11	\$ 2,203.80
iii. 10,000 up to 20,000 square feet	\$ 3,507.39	\$ 900.22	\$ 4,407.61
iv. 20,000 up to 50,000 square feet	\$ 5,259.61	\$ 1,349.95	\$ 6,609.56
v. 50,000 up to 100,000 square feet	\$ 7,013.27	\$ 1,800.06	\$ 8,813.33
vi. 100,000 square feet and above	\$ 8,766.98	\$ 2,250.17	\$ 11,017.15
b. Retaining wall projects			
i. Up to 1,000 square feet (unless covered by 9c)	\$ 876.10	\$ 224.87	\$ 1,100.97
ii. 1,000 up to 3,000 square feet	\$ 1,753.69	\$ 450.11	\$ 2,203.80
iii. 3,000 up to 5,000 square feet	\$ 2,629.80	\$ 674.98	\$ 3,304.78
iv. 5,000 square feet and above	\$ 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

**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
-----------	----------	-----------

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
---------	---------	---------

4. Dental Chairs

\$ 20.56	\$ 5.28	\$ 25.84
----------	---------	----------

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
----------	---------	----------

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

Base Fee	Surcharges	Total Fee
\$ 174.92	\$ 44.90	\$ 219.82

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.

\$ 7.35	\$ 1.90	\$ 9.25
---------	---------	---------

c. Removal or capping off fixtures

\$ 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
----------	---------	----------

3. Storm drainage

a. Per 50,000 square feet of roof, or portion thereof, plus

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

b. Each roof drain and/or downspout tying into storm drain

\$ 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.

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

a. Sewer tap if inspected by Building Development

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

b. Sewer line to building drain connection if separate permit

\$ 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.

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

a. Tap if inspected by Building Development

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

b. Water service to building if separate permit

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

6. Cross Connection devices (each)

\$ 11.75	\$ 3.01	\$ 14.76
----------	---------	----------

(No fee for Building Maintenance Code inspections)

a. Minimum fee per building

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

b. Maximum fee per building

\$ 789.38	\$ 202.62	\$ 992.00
-----------	-----------	-----------

7. Water softeners, filter system each

\$ 88.20	\$ 22.64	\$ 110.84
----------	----------	-----------

8. Building drain without any fixtures (base fee)

\$ 174.92	\$ 44.90	\$ 219.82
-----------	----------	-----------

	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
<b>Fire Marshal's Office BLD related Inspection Fees</b>	
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
<b>Fire Marshal's Office Fire Lane plan review/inspections</b>	
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
<b>Blasting</b>			
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
<b>Combustible Liquids</b>			
Storage	Yes	One year	\$308.73
Use	Yes	One year	\$308.73
Dispensing	Yes	One year	\$308.73
<b>Fireworks</b>			
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
<b>Flammable Liquids</b>			
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
<b>Liquified Petroleum Gas (LP-gas)</b>			
Storage	Yes	One year	\$308.73
Dispensing	Yes	One year	\$308.73
<b>Refinishing Operations</b>			
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
<b>Other fees</b>			
	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