

## ORDINANCE NO. 26-1( )

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

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

### By Amending:

Sec. 1-504 Zoning fees.

## Chapter 1: General Provisions

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## Article V – Fee Schedule

### Sec. 1-504 Zoning fees.

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

1. *Calculation of fees in special circumstances.* In the following special circumstances, the fee(s) required by subsection (B) will be calculated as follows:

a. *Simultaneous review of special use permit for outdoor display and sales and supporting initial site plan.* The applicant must pay the fee for the special use permit, but not the fee for the initial site plan for outdoor display and sales, when simultaneous review of both the special use permit application and a supporting initial site plan is required.

b. *Multiple special use permits to establish a single use.* If multiple special use permits are required to establish a single use, the applicant must pay only the largest single fee for a special use permit for all of the special use permit applications.

2. *Pre-existing use fee waiver.* If an applicant applies for a special use permit, the applicable fee will be waived provided that the following conditions are met:

- a. The use applied for does not conform to the zoning prescribed for the district in which the use is situated;
- b. A business license was issued by the county for the applied-for use; and
- c. The holder of the business license has operated continuously in the same location for at least 15 years and has paid all real estate, business license, and personal property taxes related to the use.

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

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| Architectural Review Board (ARB)—Minor Board review<br>(Building permits, major amendment) | \$700 |
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| ARB—Minor Staff Review of County Wide Certificates of Appropriateness<br>(Fencing, Equipment, Lighting)                                                                                                                                                                                                                               | \$265                                                                                                                        |
| ARB—Major Staff Review of County-wide certificate of appropriateness (CWCA)<br>(Additions to ARB-approved buildings, Building permits (per review), Minor amendments, Personal Wireless Service Facilities, structures 750 ft or more from EC not taller than 5 stories or located behind a structure that fronts the EC, Other CWCA) | \$540                                                                                                                        |
| ARB—Major Board review<br>(Conceptual plan; advisory review; preliminary, initial or final site plan)                                                                                                                                                                                                                                 | \$1,185                                                                                                                      |
| Entrance Corridor—Resubmittal of Any Sign                                                                                                                                                                                                                                                                                             | \$65                                                                                                                         |
| Entrance Corridor—Review of any Sign                                                                                                                                                                                                                                                                                                  | \$130                                                                                                                        |
| Bond Agreement with Surety—Establish, Amend, Replace, Reduce, or Release a Bond                                                                                                                                                                                                                                                       | \$285                                                                                                                        |
| Board of Zoning Appeals—Variance and Special Use Permit                                                                                                                                                                                                                                                                               | \$590                                                                                                                        |
| Floodplain—Floodplain Impact Plan Review or Letter of Map Amendment (LOMA)<br>(topographic plan with floodplain model)                                                                                                                                                                                                                | \$355                                                                                                                        |
| Floodplain—Letter of Map Change review<br>(topographic plan only)                                                                                                                                                                                                                                                                     | \$175                                                                                                                        |
| Groundwater Assessment—Tier I                                                                                                                                                                                                                                                                                                         | \$60                                                                                                                         |
| Groundwater Assessment—Tier II                                                                                                                                                                                                                                                                                                        | \$390                                                                                                                        |
| Groundwater Assessment—Tier III                                                                                                                                                                                                                                                                                                       | \$605                                                                                                                        |
| Groundwater Assessment—Tier IV                                                                                                                                                                                                                                                                                                        | \$1,300                                                                                                                      |
| Zoning Determination                                                                                                                                                                                                                                                                                                                  | \$220                                                                                                                        |
| Required Notice (per notice)                                                                                                                                                                                                                                                                                                          | \$235 base fee<br>(at time of application)<br>plus the actual cost of first-class postage and advertisement, once determined |
| Sign Permits—Architectural Review Board not required<br>(Temporary Signs)                                                                                                                                                                                                                                                             | \$30                                                                                                                         |
| Sign Permits—Architectural Review Board required                                                                                                                                                                                                                                                                                      | \$140                                                                                                                        |
| Site Development Plan—Additional Fee for Dam Break Inundation Zones                                                                                                                                                                                                                                                                   | 1% of total amount of payment required<br>or \$1,000, whichever is less                                                      |
| Site Development Plan—Initial Site Plan, Final Site Plan, Major Amendment and Exception to Drawing Site Plan                                                                                                                                                                                                                          | \$1,775                                                                                                                      |
| Site Development Plan—Letter of Revision                                                                                                                                                                                                                                                                                              | \$120                                                                                                                        |
| Site Development Plan—Preapplication Plan and Minor Amendment                                                                                                                                                                                                                                                                         | \$590                                                                                                                        |
| Special Exception                                                                                                                                                                                                                                                                                                                     | \$980                                                                                                                        |
| Tier II Personal Wireless Service Facility                                                                                                                                                                                                                                                                                            | \$2,155                                                                                                                      |
| Site Development Plan—Variation or Exception Under County Code Section 18-32.3.5                                                                                                                                                                                                                                                      | \$980                                                                                                                        |

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| Special Use Permit Minor—Home occupation, class B and Day care center                                                  | \$1,185                                                                                                                                                          |
| Special Use Permit—Farmer's Market                                                                                     | \$130                                                                                                                                                            |
| Special Use Permit—All Other Special Use Permits and SUP Amendment<br>(fee includes application and first resubmittal) | \$2,365                                                                                                                                                          |
| Special Use Permit—Deferral of Scheduled Public Hearing at Applicant's Request                                         | the actual cost of first-class postage and advertisement, as applicable                                                                                          |
| Special Use Permit—Telecommunications, Solar                                                                           | \$2,365                                                                                                                                                          |
| Special Use Permit—For each Resubmittal after the First                                                                | \$590                                                                                                                                                            |
| Zoning Clearance—Home Occupations                                                                                      | \$30                                                                                                                                                             |
| Zoning Clearance—All other uses                                                                                        | \$60                                                                                                                                                             |
| Zoning Clearance—Homestay                                                                                              | \$120                                                                                                                                                            |
| Zoning Clearance—Temporary fundraising activity                                                                        | No Charge                                                                                                                                                        |
| <u>Zoning Clearance—Short duration fill activity</u>                                                                   | <u>No Charge</u>                                                                                                                                                 |
| Zoning Map Amendment—Amendment Pertaining to Proffers which Do Not Affect Use or Density                               | \$505 application fee plus \$235 notice base fee<br>(at time of application) plus the additional cost of first-class postage and advertisement, once determined. |
| Zoning Map Amendment—Deferral of Scheduled Public Hearing at Applicant's Request                                       | the actual cost of first-class postage and advertisement, as applicable.                                                                                         |
| Zoning Map Amendment—Resubmittal and Reapplication of a withdrawn application                                          | \$1,480                                                                                                                                                          |
| Zoning Map Amendment—(Fee includes initial application and first resubmittal)                                          | \$2,960                                                                                                                                                          |

(Ord. 23-1(1), 12-6-23; Ord. 26-1( ), 11-4-26)

I, Claudette K. Borgersen, do hereby certify that the foregoing writing is a true, correct copy of an Ordinance duly adopted by the Board of Supervisors of Albemarle County, Virginia, by a vote of \_\_\_\_ to \_\_\_\_, as recorded below, at a regular meeting held on November 4, 2026.

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Clerk, Board of County Supervisors

|                     | Aye   | Nay   |
|---------------------|-------|-------|
| Mr. Gallaway        | _____ | _____ |
| Ms. Duncan          | _____ | _____ |
| Ms. LaPisto-Kirtley | _____ | _____ |
| Ms. Mallek          | _____ | _____ |
| Mr. Missel          | _____ | _____ |
| Mr. Pruitt          | _____ | _____ |

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