

**CITY OF CHARLOTTESVILLE, VIRGINIA
CITY COUNCIL AGENDA**



Agenda Date:	February 1, 2024
Action Required:	Approval
Presenter:	Missy Creasy, Deputy Director of NDS, James Freas, Director of NDS
Staff Contacts:	Missy Creasy, Deputy Director of NDS James Freas, Director of NDS
Title:	Ordinance adopting updated Neighborhood Development Services fee schedule items for Land Use Development Review and related fees (1 reading only)

Background

The City of Charlottesville recently adopted a new Development Code. This new code outlines changes to current processes and applications. Those updates require the need to outline updated fees to match the code.

Discussion

Many of the applications outlined in the new development code are variations of current applications or new. We need to have fees in place for each application once the ordinance is effective on Feb 19, 2024. As the timeframe did not leave time for extensive study, we have kept the fees generally in line with current fees with a few exceptions:

1. Per public hearing fee – If another public hearing on an item is required due to variations by the applicant, an additional fee will be required.
2. Sign Permit/COA for sign - Update in fee amount. Note this has not been increased since 2006.
3. Alternate Sign Plan - This was formally a comprehensive sign package. These are infrequent but very labor intensive when submitted.
4. Appeal Fee – If an applicant appeals a determination, a fee is proposed to address processing the item for the review body.
5. After the Fact Fee – Similar to how after-the-fact building permits are currently handled, this fee is for permitting related to where an applicant has already done the work without applying for a permit in advance.

It is anticipated that a study will take place in the future to provide for fees that are in line with current trends.

Alignment with City Council's Vision and Strategic Plan

The proposed action aligns with Organizational Excellence for providing service.

Community Engagement

Though not provided directly to fee updates, there was extensive feedback on the update to the Development Code and these fees assist in that implementation.

Budgetary Impact

The proposed updated fee schedule will provide additional funding offsetting the cost of development review and related applications.

Recommendation

City Council may recommend approval of this Ordinance.

Alternatives

City Council may not approve the fee updates proposed or could propose modifications.

Attachments

1. Attachment 1 proposed fee update chart
2. Attachment 2 building and NDS fees in one document 7-2023
3. Attachment 3 Fee Schedule - Feb 2024- final
4. Fee Schedule Ordinance - Feb 1, 2024