

DRAFT

ORD-FY-26-XX

AN ORDINANCE ENACTED PURSUANT TO SECTIONS 15.2-2241 AND 2286 OF THE 1950 CODE OF VIRGINIA, AS AMENDED, RESPECTIVELY, AMENDING THE FEE SCHEDULE FOR PLANNING AND ZONING FEE SCHEDULE EFFECTIVE NOVEMBER 1, 2025

BE IT ORDAINED, By the Board of Supervisors of the County of Montgomery, Virginia that pursuant to Sections 15.2-2224 and 2286 of the Code of Virginia, 1950, as amended, respectively, the following Planning and Zoning Fee Schedule shall be amended and reordained effective November 1, 2025 as follows:

Rezoning		
	A-1	\$375
	R-R, R-1, R-2	\$500 + \$20/acre or portion thereof
	R-3, RM-	\$625 + \$25/acre or portion thereof
	GB, CB	\$750 + \$30/acre or portion thereof
	ML, M-1	\$875 + \$35/acre or portion thereof
	PUD-Res, PUD-Com, PIN, PMR, TND-	\$1000 + \$40/acre or portion thereof
	TND-I	\$375
Special Use Permits		\$500
	Telecommunications Tower	\$2500
	Automobile Graveyard	\$1250
	Extractive Industry	\$1250
Change in proffered conditions		\$500
Comprehensive Plan Amendment		\$500 + \$20/acre or portion thereof
Variance Request – BZA		\$500
Appeal of Zoning Administrator's decision – BZA		\$250
Subdivision Sign Fee		\$160 per intersection
Sign Permit		\$40
Zoning Permit		\$20
Subdivision Review Fees		

Major subdivision	\$250 per plat + \$20 per lot over 5
Minor subdivision	\$100 per plat + \$20 per lot over 5
Family subdivision	\$50
Boundary line adjustment	\$45
Boundary line adjustment with vacation	\$100 per plat + \$20 per lot over 5
Variance request – BoS	\$500
AFD Additions & Renewals (multiple applicants)*	\$20 per property owner
AFD Additions & Renewals (single applicant)*	\$50 per property owner
Site Plan Review	\$300 + \$20/acre or portion thereof
Zoning Confirmation Letter	\$125
DMV Certification Letter	\$40
Technology Fee	2% of base fees, minimum \$10

**Properties that are under a permanent conservation easement are exempt from this fee.*

When a joint application/permit is sought for both a rezoning and a special use permit, only the higher fee shall be charged.

Applicant must pay all legal advertisement fees. Staff will prepare ad for the applicant and deliver ad to newspaper(s) of local circulation. Applicant is responsible for contacting and paying the newspaper for the advertisement. If the applicant is a private citizen, not a business, the applicant must set up payment for the ad prior to the deadline date stated on the advertisement notice. If payment is not made to the newspaper prior to the deadline date, the ad will not be run and the application will not be heard at the scheduled hearing.

Application/permit fees are non-refundable regardless of whether the application/permit is approved, denied or withdrawn.

APPLICATION / PERMIT TYPE	FEE
<u>Rezoning (to)</u>	
Agricultural & Conservation (A1, C1)	\$250
Residential (RR, R1, R2, R3, RM1, TND-I)	\$600
Commercial & Industrial (GB, CB, ML, M1)	\$700
Planned Unit Development (PudCom, PudRes, PMR, PUDTND)	\$1000
<u>Special Use Permits</u>	
Manufactured Home Class A & B	\$0 (Legal Advertising fees only)
Telecommunications Tower & Solar Facilities	\$2500
Automobile Graveyard	\$1250
Extractive Industry & Landfill (Inert fill)	\$1250
All other SUP's	\$500
Change in proffered conditions	\$500
Comprehensive Plan Amendment	\$500

Variance Request – BZA	\$500	
Appeal of Zoning Administrator's decision – BZA	\$250	
Subdivision Street Sign Fee (<i>per BOS Resolution 5-28-1991</i>)	\$160	per intersection
Sign Permit	\$50	
Site Plan Review		
Major	\$400	
Minor (no land disturbance, change in use)	\$150	
Extra Plan Review*	\$250	<i>required for 3^d and subsequent reviews</i>
Zoning Permit	\$30	
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SUBDIVISION REVIEW	FEE	
Major Subdivision	\$300	per plat + \$20 per lot over 5
Minor Subdivision	\$150	per plat
Family Subdivision & Boundary Line Adjustment	\$50	
Vacation for right-a-way and/or easement	\$100	per plat
Variance Request – BOS	\$500	
Extra Plat Review Fee*	\$150	<i>required for 3^d and subsequent reviews</i>
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OTHER—*	FEE	
AFD Additions & Renewals**	\$20	per property owner
Zoning Confirmation Letter	\$125	
DMV Certification Letter	\$40	

****AFD Renewals & Additions** – Properties that are under a permanent conservation easement are exempt from this fee.

When a joint application/permit is sought for both a rezoning and a special use permit, only the higher fee shall be charged.

Applicant must pay all legal advertising fees. Staff will prepare the ad for the applicant, deliver the ad to the newspaper(s) of local circulation and send the applicant an invoice.

Application/permit fees are non-refundable regardless of whether the application/permit is approved, denied or withdrawn.