

ITEM(S) TO BE CONSIDERED UNDER:

Consent Item       Old Business       New Business       Other

|                            |              |
|----------------------------|--------------|
| FOR COUNCIL MEETING DATED: | May 10, 2010 |
|----------------------------|--------------|

|                           |  |
|---------------------------|--|
| STAFF MAKING REQUEST:     | Community Development  |
| BRIEF SUMMARY OF REQUEST: | Authorize staff to recommend for the Fiscal Year 2011 fee schedule to resolve the issue the Town has with non-conforming structures damaged beyond repair by instituting a new fee schedule for non-conforming residential structures damaged by fire or other disaster. |
| ACTION NEEDED:            | Motion to authorize staff to proceed with submittal of new fee schedule.   |

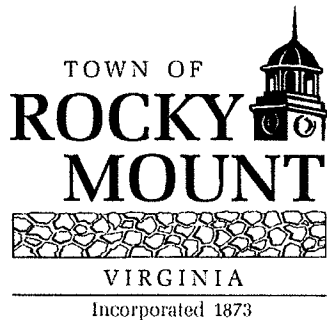
Attachment(s): Yes

|  |   |
|--|---|
| <b>FOLLOW-UP ACTION:</b><br>(To be completed by Town Clerk)                                      | <b>GIVEN TO (DEPT. HEAD)</b><br>(To be completed by Town Clerk)     |
| <b>COMPLETED ACTION:</b> (To be filled in by Town Clerk)<br>(To be completed by Department Head) | <b>GIVEN TO TOWN CLERK:</b><br>(To be completed by Department Head) |
| <b>DATE COMPLETED AND ACTION TAKEN:</b>  | <b>DATE GIVEN TO TOWN CLERK:</b>                                    |

345 Donald Avenue  
Rocky Mount, Virginia 24151

540.483.0907  
FAX 540.483.8830

E-mail: [mhankins@rockymountva.org](mailto:mhankins@rockymountva.org)  
[www.rockymountva.org](http://www.rockymountva.org)



TOWN COUNCIL  
Steven C. Angle, *Mayor*

Posey W. Dillon      Roger M. Seale  
Jerry W. Greer, Sr.    Robert W. Strickler  
John H. Lester        Gregory B. Walker

C. James Ervin, *Town Manager*  
Matthew C. Hankins, *Assistant Town Manager*  
& *Community Development Director*

## MEMORANDUM

To: Mayor Angle & Town Council  
C. James Ervin, Town Manager

From: Matthew C. Hankins  
Assistant Town Manager

A handwritten signature in black ink, appearing to read "MCH", is written over the name "Matthew C. Hankins" in the "From:" field.

Date: May 4, 2010

Re: Residential Non-Conforming Fee

Gentlemen:

During your joint meeting with the Planning Commission, we discussed how to resolve the issue you have with non-conforming structures damaged beyond repair. The consensus emerging from that discussion was to institute a new fee schedule for non-conforming residential structures damaged by fire or other disaster.

None of the current community development staff have had to deal with a variance/rebuild request during our tenures here. However, we estimate that a review of each variance/rebuild request would take approximately two hours, including the report to the BZA, with advertising costing approximately \$90. A fee of \$150 plus postage should cover the Town's costs (excluding BZA stipends) involved in this rare type of case.

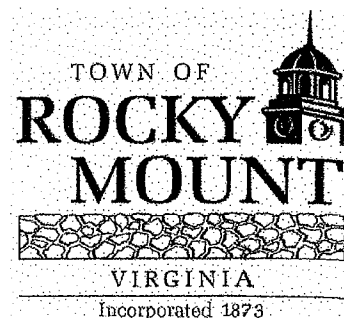
We would retain the higher fee for general non-conforming use appeals.

Staff will recommend a Fiscal Year 2011 fee schedule to you in June, and asks that you provide guidance as to whether to include this fee in the that schedule.

# PLANNING & ZONING FEE SCHEDULE

## ZONING FEES

|   |                    |
|---|--------------------|
| ZONING PERMIT .....   | \$60.00            |
| ZONING PERMIT (SINGLE-FAMILY RESIDENCE) .....                   | \$40.00            |
| ZONING COMPLIANCE PERMIT .....                                  | \$10.00            |
| ZONING LETTER .....   | \$125.00           |
| REZONING.....   | \$575.00 + POSTAGE |
| REZONING (R1,R2,RA,RB DOWNZONING/ALL REZONINGS < 3 ACRES) ..... | \$375.00 + POSTAGE |
| SPECIAL EXCEPTION/USE (SINGLE-FAMILY RESIDENCE) .....           | \$375.00 + POSTAGE |
| SPECIAL EXCEPTION/USE (ALL OTHERS) .....                        | \$475.00 + POSTAGE |
| VARIANCE (SINGLE-FAMILY RESIDENCE) .....                        | \$250.00 + POSTAGE |
| VARIANCE (ALL OTHERS) .....                                     | \$350.00 + POSTAGE |
| ZONING APPEALS.....   | \$350.00 + POSTAGE |
| AMENDMENTS TO PROFFERS.....                                     | \$375.00 + POSTAGE |



## SITE PLAN REVIEW FEES

|   |          |
|---|----------|
| SITE PLAN REVIEW (INCLUDING EROSION AND SEDIMENT) .....       | \$725.00 |
| SITE PLAN REVIEW (ENTERPRISE ZONE) .....                      | \$450.00 |
| MINOR SITE PLAN REVIEW .....                                  | \$250.00 |
| MINOR SITE PLAN REVIEW (ENTERPRISE ZONE) .....                | \$150.00 |
| CHANGES TO APPROVED SITE PLAN/ PLAN SUBMITTAL AFTER 2ND ..... | \$325.00 |
| FINAL SITE INSPECTION, BOND RELEASE/REDUCTION .....           | \$125.00 |

## SUBDIVISION FEES

|   |  |
|---|--|
| MAJOR SUBDIVISION PLAT (PRELIMINARY) .....                  | \$150.00 + (\$20.00 PER LOT) + POSTAGE |
| MAJOR SUBDIVISION PLAT (FINAL) .....                        | \$100.00 + (\$10.00 PER LOT)           |
| MINOR/FAMILY SUBDIVISION .....                              | \$100.00 + (\$20.00 PER LOT)           |
| SUBDIVISION/DEVELOPMENT WAIVER REQUEST .....                | \$575.00 + POSTAGE                     |
| LINE ADJUSTMENT/VACATE LINE(S)/EASEMENT PLAT/RESURVEY ..... | \$80.00                                |

## EROSION AND SEDIMENT CONTROL FEES

|  |   |
|--|---|
| EROSION AND SEDIMENT CONTROL PLAN REVIEW .....                   | \$325.00                                      |
| EROSION AND SEDIMENT CONTROL PLAN REVIEW (ENTERPRISE ZONE) ..... | \$200.00                                      |
| CHANGES TO APPROVED EROSION AND SEDIMENT CONTROL PLAN .....      | \$150.00                                      |
| LAND DISTURBING PERMIT .....                                     | \$75.00 + (\$100.00 PER ACRE OR PARTIAL ACRE) |
| LAND DISTURBING AGREEMENT IN LIEU .....                          | \$75.00                                       |
| FINAL SITE INSPECTION, BOND RELEASE/REDUCTION .....              | \$125.00                                      |

## SIGN FEES

|                     |                  |
|---------------------|------------------|
| SIGN PERMIT .....   | \$40.00 PER SIGN |
| BANNER PERMIT ..... | \$20.00          |

## MISCELLANEOUS

|   |                        |
|---|------------------------|
| MAPS (8.5" x 11") .....                   | \$2.00                 |
| MAPS (11" x 17") .....                    | \$5.00                 |
| MAPS (POSTER) .....                       | \$15.00                |
| SUBDIVISION ORDINANCE .....               | \$30.00                |
| SEWER & WATER ORDINANCE .....             | \$30.00                |
| ZONING & DEVELOPMENT ORDINANCE .....      | \$30.00                |
| COMPREHENSIVE PLAN .....                  | \$45.00                |
| WATER & SEWER MASTER SPECIFICATIONS ..... | \$30.00                |
| DIGITAL DATA .....                        | \$10.00 PER FILE/LAYER |
| DIGITAL COPIES OF ORDINANCE .....         | \$10.00                |