



CITY COUNCIL AGENDA
February 1, 2024
CERTIFICATIONS

Juandiego R. Wade, Mayor
Brian R. Pinkston, Vice Mayor
Natalie Oschrin
Michael K. Payne
J. Lloyd Snook, III
Kyna Thomas, Clerk

5:00 PM SPECIAL MEETING and BUDGET WORK SESSION

Call to Order/Roll Call

Councilor Payne participated virtually.
APPROVED 4-0 (SNOOK/PINKSTON)

Agenda Approval APPROVED 5-0 (PINKSTON/SNOOK)

Action Items

1. **Public Hearing/Ord.:**
#O-24-009 Ordinance adopting updated Neighborhood Development Services fee schedule items for Land Use Development Review and related fees (1 reading only)
APPROVED 5-0 (SNOOK/PINKSTON)
2. **Public Hearing/Ord.:**
#O-24-010 Consideration of a Development Code Amendment – Remove Retail in Residential Districts (1 reading only)
APPROVED 3-1 (SNOOK/PINKSTON; Payne opposed and Oschrin abstained)

Budget Work Session (FY25 budget development documentation available at the time of the meeting at <https://www.charlottesville.gov/169/Budget>)

As data for budgeting can change frequently, the Department of Budget and Performance Measurement will make Fiscal Year 2025 budget development documentation available at the following web page:
<https://www.charlottesville.gov/169/Budget>. This will include information being presented to City Council.

3. Presentation: Second quarter FY24 Financial Report
4. Presentation: December 2023 Investment Report

Adjournment

ORDINANCE**OF THE CHARLOTTESVILLE CITY COUNCIL:****APPROVING AND ADOPTION OF A SCHEDULE OF FEES APPLICABLE TO VARIOUS SERVICES AND FUNCTIONS ADMINISTERED BY THE CITY'S DEPARTMENT OF NEIGHBORHOOD DEVELOPMENT SERVICES, RELATED TO APPLICATIONS, INSPECTIONS, PERMITS AND APPROVALS REQUIRED BY THE CHARLOTTESVILLE DEVELOPMENT CODE**

WHEREAS, 15.2-2241, 15.2-2286 and 15.2-2292.1 of the Code of Virginia (1950), as amended, provides for the collection of fees to cover the cost of making inspections, issuing permits, advertising of notices and other expenses incidental to the administration of development, zoning and subdivision ordinances and to the filing or processing of any appeal or amendment thereto; and

WHEREAS, the Code of the City of Charlottesville (1990), as amended, provides in various places for City Council's approval from time to time of a schedule of fees associated with other types of applications, petitions, inspections, permits and approvals administered by the City's Department of Neighborhood Development Services, pursuant to VA Code 15.2-2241, 15.2-2286 and 15.2-2292.1, and

WHEREAS, the Charlottesville Development Code was adopted on December 18, 2023, with an effective date of February 19, 2024, and necessitated changes to the fee schedule, and

WHEREAS, following advertisement of this change in accordance with the requirements of Virginia Code 15.2-107 this Council has held a public hearing on the proposed fee schedule.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Charlottesville, Virginia, that the fee schedule, as amended by the addition/update of the following fees and removal of those not needed, is hereby approved and adopted, and shall take effect on February 19, 2024.

Type of Fee	Proposed Fee (\$)	Current Fee (\$)	Additional Costs/Comments
DEVELOPMENT CODE SUBDIVISION AND ZONING			
Major Subdivision Plat/Easement Plat Approvals: Preliminary	\$500 plus \$20 per lot	\$500 plus \$20 per lot	Update title. Fee remains same
Major Subdivision Plat/Easement Plat Approvals: Final	\$1,330 plus \$20 per lot	\$1,330 plus \$20 per lot	Update title. Fee remains same
Amendment of Approved (Unrecorded) Subdivision Plan/Easement Plan	\$100 plus \$5 per lot	\$100 plus \$5 per lot	Updated title. Fee remains same
Zoning Text Amendment	\$840 per public hearing + Mailing costs (\$1.00)	\$840 plus \$1.00 per property owner entitled to notice	Addition of fee per public hearing

	per owner notice) + cost of published notice	under applicable mailing requirements + cost of newspaper notice	
Comprehensive Plan Amendment	\$840 per public hearing + Mailing costs (\$1.00 per owner notice) + cost of published notice		New fee
Review of Public Facilities	\$840 per public hearing + Mailing costs (\$1.00 per owner notice) + cost of published notice		New fee
Zoning Map Amendment (Rezoning)	\$2000 per public hearing + Mailing costs (\$1.00 per owner notice) + cost of published notice	\$2000 plus Mailing costs (\$1.00 per owner notice) + cost of newspaper notice	Update title. Fee addition for each public hearing
Special Use Permit	\$1800 per public hearing + Mailing costs (\$1.00 per owner notice) + cost of published notice	\$1800 plus Mailing costs (\$1.00 per owner notice) + cost of newspaper notice	Update title. Fee addition for each public hearing
Special Exception Permit	\$1800 + cost of published notice		New Fee
Critical Slopes Special Exception	\$1800 + cost of published notice		New fee
Development Plan Review – Minor	\$100 Administrative + \$150 Commission Review		New fee.
Development Plan Review– Major	\$900 Administrative +\$200 Commission Review		New fee
Development Plan Review Appeal	\$750		New fee
Final Site Plan Appeal	\$750		New fee
Site Plan Amendment Minor Revision to an approved Development Plan or Final Site Plan	\$100 Minor Development Plan \$500 Major Development Plan	\$300 (\$500 if circulation required)	Updated title. Fee clarification.
Accessory Use Permits	\$100	\$100	Previously one category under provisional use permits

Provisional Use Permits Administrative Modification and Administrative Exception	\$100	\$100	Updated title. Fee remains the same.
After the Fact Administrative Modification/Administrative Exception	\$200		New fee. Doubles the fee if implemented prior to obtaining permit.
After the Fact Board of Zoning (BZA) – Variance	\$500		New fee. Doubles the fee if implemented prior to obtaining approval.
Minor Historic Review -ADC & IPP (\$0 for HC)	\$100		Replacing historic review fee
Minor Historic Review Appeal – ADC & IPP (\$0 for HC)	\$125		Replacing historic review fee
Major Historic Review - new construction and demolition of contributing structures in ADC, HC and IPP	\$375		Replacing historic review fee
Major Historic Review – additions and alterations in ADC & IPP (\$0 for HC)	\$125		Replacing historic review fee
Major Historic Review Appeal – ADC & IPP	\$125		Replacing historic review fee
Major Historic Review Appeal - new construction and demolition of contributing structures in Historic Conservation Districts	\$125		Replacing historic review fee
ERB Corridor Review Certificate of Appropriateness – New Construction/Other	\$375	\$375/\$125	Updated title. Fee remains the same.
ERB Corridor Review Certificate of Appropriateness – Staff/Administrative Approval	\$100	\$100	Updated title. Fee remains the same
Corridor Review Appeal (to ERB)	\$125		New Fee
Corridor Review Appeal (to Council)	\$125		New Fee
After the Fact – Temporary Use Permit	\$500		New fee. Doubles the fee if implemented prior to obtaining approval.
Sign Permit/ Certificate of Appropriateness for sign	\$100 per sign	\$75 per sign	Title update. No increase since 2006

After the Fact Sign Permit/ Certificate of Appropriateness for sign	\$200		New fee. Doubles the fee if implemented prior to obtaining approval.
Optional Comprehensive Sign Permit Alternate Sign Plans	\$1000	\$250	Updated title. Updated fee.
Flood Plain Variance	\$250		New fee
Tree Removal Permit	\$25 per tree		New fee
After the Fact – Tree Removal Permit	\$50 per tree		New fee. Doubles the fee if implemented prior to obtaining approval.
FEES TO BE REMOVED:			
Special Permit – Family Day Home (6-12 Children)		\$500	No longer needed
Special Site Plan Application Fees			No longer in code
City Utility Work		\$500	
Other Utility Work		\$1200	
Other Utility Work (No Impervious Surface)		\$900	
Critical Slope Waiver Single or Two Family Residential Other		\$75/\$500	Replaced with Critical Slopes Special Exception
ADC Certificate of Appropriateness – New Construction/Other		\$375/\$125	Replaced with Historic Review fee
ADC Certificate of Appropriateness - Demolition of entire (contributing historic) building		\$375	Replaced with Historic Review fee
ADC Certificate of Appropriateness – Staff/Administrative Approval		\$100	Replaced with Historic Review fee
ADC Certificate of Appropriateness - Appeals to City Council		\$125	Replaced with Historic Review fee
HDC Certificate of Appropriateness – New Construction		\$375	Replaced with Historic Review fee
HDC Certificate of Appropriateness - Demolition of entire (contributing historic) building		\$375	Replaced with Historic Review fee

HDC Certificate of Appropriateness - Appeals to City Council		\$125	Replaced with Historic Review fee
Amendment of Approved (Unrecorded) Minor Subdivision Plat		\$100 plus \$5 per lot	No longer needed
Minor Subdivision Plat		\$250	No longer needed

Any existing fees not noted above remain in effect from last approval.

**ORDINANCE TO
AMEND NEW CHAPTER 34 OF THE CHARLOTTESVILLE CITY CODE TO
REMOVE GENERAL RETAIL IN RESIDENTIAL DISTRICTS**

WHEREAS, on December 18, 2023 in Ordinance No. #O-23-168, City Council adopted the proposed City of Charlottesville Development Code as new Chapter 34, with the changes outlined in Attachment A, Development Code updates of December 18, 2023 (“Attachment A”), and repealed current Chapter 34 and Chapter 29 of the Charlottesville City Code; and

WHEREAS, Attachment A intended to include all of the changes to the advertised new Development Code agreed to by City Council during its work sessions and meetings regarding the new Development Code; and

WHEREAS, inadvertently omitted from Attachment A was the change to subsections 2.2.1 (Summary of Districts) and 3.2.2 (Permitted Use Table) to remove from R-A, RNA, R-B, and R-C districts “general retail (up to 4,000 square feet)” by special use permit, considered and desired by Council at its November 29, 2023 work session; and

WHEREAS, Council’s desire to now amend new Chapter 34 and correct this “scrivener’s error” does not require referral back to the Planning Commission for hearing and recommendation which have already occurred; and

WHEREAS, Council held a public hearing on February 1, 2024, after notice pursuant to law, on the subject amendment; and

WHEREAS, City Council finds that public necessity, convenience, general welfare, and good zoning practice require amendment of the new Chapter 34 Development Code to remove from R-A, RNA, R-B, and R-C districts “general retail (up to 4,000 square feet)” by special use permit;

NOW, THEREFORE, BE IT ORDAINED that the Charlottesville City Council does hereby amend new Chapter 34 of the new City of Charlottesville Development Code to remove from R-A, RNA, R-B, and R-C districts “general retail (up to 4,000 square feet) by a special use permit” as set forth in subsections 2.2.1 (Summary of Districts) and 3.2.2. (Permitted Use Table). Said amendment shall be effective February 19, 2024 with the remainder of new Chapter 34.