



## ARLINGTON COUNTY, VIRGINIA

**County Board Agenda Item  
Meeting of June 13, 2009**

### REVISED REPORT

**DATE:** ~~May 5, 2009~~ June 10, 2009

**SUBJECT:** Enact Amendments to the Subdivision Ordinance, Chapter 23, of the Code of Arlington County, Virginia, Concerning Plat Application, Plat Review, and Bond Administration Services Fees.

**REVISION EXPLANATION:** A revision is needed to correct language on the proposed amendment to the plat revision fee as a percentage of the original filing fee.

**C. M. RECOMMENDATION:**

Enact the attached Ordinance to amend, reenact, and recodify Chapter 23 (Subdivisions) Section 23-11 of the Code of Arlington County, Virginia concerning plat review application, plat review, and bond administration services fees, to become effective on July 1, 2009.

**ISSUES:** County Board enactment of ordinance amendments is needed for increases in development-related fees to support partial cost recovery of operations to improve performance and deliver a higher level of customer service. No issues have been identified.

**SUMMARY:** The proposed ordinance amendments increases and adds a number of plat review and bond administration fees. The proposed ordinance amendments also decrease one fee (subdivision plat revision filing fees) which is a percentage of the plat review fee (which will be increased by the amendments). These fees, which are collected by the Development Services Bureau of the Department of Environmental Services, were last increased in July 2007. Due to errors in timing of the advertising of the ordinance amendments, these fees could not be adopted with the FY 2010 budget.

**BACKGROUND:** The proposed ordinance changes and increase set fees for subdivision plat reviews and related fees. These increases were originally part of the proposed FY 2010 budget. State law prescribes a process for advertising amendments to local subdivision ordinance fees different than some other fees. There was not enough time to re-advertise the subdivision fee proposed increases before the budget hearings. Therefore, staff decided to bring these fee increases back for adoption at a later date. Fees associated with plat and bond reviews and

County Manager: \_\_\_\_\_

County Attorney: \_\_\_\_\_

Staff: Paul Culver, Department of Environmental Services

approvals are contained in the County Subdivision Ordinance. Increased fees and new fees require ordinance amendments.

The proposed Development Services Bureau fee increases are identified in the attached Ordinance, Chapter 23, Section 23-11. This Bureau, and other County departments, collects fees for subdivision plat review and public improvement bond administration services.

**DISCUSSION:** The proposed fee increases, ~~and~~ new fees, ~~and one fee decrease~~ are needed to approach an amount consistent with the cost of services rendered, including personnel and inflationary cost increases. The fee increases do not exceed the cost to the County of providing the services to which the fees relate (see attachment for actual fee increases). Four new fees, in addition to fee increases, are proposed in Chapter 23, Section 23-11 (1) and (4). These new fees are for preliminary plat re-approval, bond estimate review ~~fee~~ for bonds under \$10,000, bond estimate review fee for bonds over \$10,000, and bond ~~exchanges or~~ replacement services. In recent years, developers have quite often requested preliminary plat re-approvals by the County to extend the period of validity for previously approved plats. An increased fee to partially defray this service needs to be implemented to recoup a portion of associated staff costs. The proposed bond estimate review, ~~bond exchange~~, and replacement fees are being implemented to recoup a portion of the cost for these activities for which no charges have been made in the past. A modification to the ~~subdivision~~ plat revision fee ~~as (which is~~ a percentage of the ~~original filing~~ ~~plat review~~ fee ~~in Chapter 23, Section 23-11 (A) (1))~~ is being made as that fee was ~~intended to~~ ~~increase~~ ~~increased~~ from 25% to 29% in ~~FY 2008~~ July 2007. ~~All of these~~ ~~The other~~ fees were last increased ~~on~~ ~~in~~ July ~~1,~~ 2007 ~~as well~~.

Staff presented the proposed fee increases to the Northern Virginia Builders Industry Association (NVBIA) on February 18, 2009, so that they could provide any comments before enactment by the Board of the Ordinance amendments. All of the proposed fee increases would be effective July 1, 2009.

**FISCAL IMPACT:** ~~The fee increases recommended for adoption~~ ~~Enactment of the~~ ~~recommended ordinance amendments~~ will help offset the costs of rendering these services, and are projected to produce an additional \$24,500 annually. The revenue was not included in the FY 2010 adopted budget, and its receipt will reduce net tax support within the Department of Environmental Services.

AN ORDINANCE TO AMEND, REENACT, AND RECODIFY CHAPTER 23 (SUBDIVISIONS), SECTION 23-11 OF THE CODE OF ARLINGTON COUNTY, VIRGINIA CONCERNING PLAT APPLICATION, PLAT REVIEW, AND BOND ADMINISTRATION SERVICES FEES, TO BECOME EFFECTIVE ON JULY 1, 2009.

I. BE IT ORDAINED by the County Board of Arlington County, Virginia that Chapter 23, Section 23-11 (A) of the Code of Arlington County, Virginia is amended, reenacted, and recodified effective July 1, 2009, to read in pertinent part, as follows:

**Chapter 23**  
**SUBDIVISIONS**

**§ 23-11. Plat review and bond administration fees.**

(A) The cost of plat review services rendered by the Department of Environmental Services, including review, approval and administration of bonds, shall be borne by the subdivider or developer at the charges set out below.

(1) Subdivision plats:

Plat review fees:

Base fee . . . . . ~~\$928.00~~ \$1,500.00

Plus, per lot/division of land . . . . ~~127.60~~ 200.00

Plat revisions:

Filing fee--As percentage of initially submitted plat review fee (base fee plus per lot fee) . . . . ~~29%~~ 25%

Preliminary plat reapproval . . . . 500.00

Final plat reapproval . . . . ~~139.20~~ 225.00

(2) Condominium plats:

Plat review fee . . . . . ~~754.00~~ 1,200.00

Plat revisions, percentage of total filing fee . . . . ~~29%~~ 300.00

Final condominium plat reapproval . . . . ~~139.20~~ 225.00

(3) Public easement, vacation and abandonment plats:

Plat review fee . . . . . ~~261.00~~ 300.00

Final plat reapproval . . . . ~~29.00~~ 50.00

(4) Bond and agreement processing fees for subdivisions, site plans, or use permits:

Bond estimate review fee of \$10,000 or less, each . . . 100.00

Bond estimate review fee over \$10,000, each . . . . 400.00

Bonds of \$10,000 or less, each . . . . ~~377.00~~ 400.00

Bonds over \$10,000, each . . . . ~~986.00~~ 1,500.00

Agreement extensions, each . . . ~~377.00~~ 600.00

Bond reductions, each . . . . ~~696.00~~ 1,050.00

Bond exchanges or replacements, each . . . . 500.00

Combined bond reduction and agreement extension, each . . . ~~1,044.00~~  
1,500.00

\* \* \*

II. The remaining sections and subsections of Chapter 23 of the Code of Arlington County, Virginia not amended hereby shall remain in effect as previously enacted.