# Public Hearing Notice

The Clarke County Board of Supervisors will conduct a public hearing in the Berryville Clarke County Government Center Main Meeting Room, 101 Chalmers Court, 2nd Floor, Berryville, VA, on Monday April 7, 2025, at 6:35 pm, or as soon thereafter as the matter may be heard, to hear public comment on the following:

**PH2025-05**: Clarke County Tax Rates for the Calendar Year 2025. This public hearing is held for the purpose of hearing citizens who wish to comment on the proposed local tax levies for the year beginning January 1, 2025 in accordance with Section 58.1-3007 et. seq. of the 1950 Code of Virginia, as amended. The Board will also receive comments on a proposed master fee schedule for department user fees, a full copy can be found on the County website.

**PUBLIC HEARING NOTICE (PH-2025-05)**
**CLARKE COUNTY TAX RATES FOR THE CALENDAR YEAR 2025**

The Clarke County Board of Supervisors will hold a public hearing on Monday, April 7, 2025 at 6:35 pm, or as soon thereafter as the matter may be heard, in the Berryville Clarke County Government Center Main Meeting Room, 101 Chalmers Court, 2nd Floor, Berryville, VA, to consider the following matter:
This public hearing is held for the purpose of hearing citizens who wish to comment on the proposed local tax levies for the year beginning January 1, 2025 in accordance with Section 58.1-3007 et. seq. of the 1950 Code of Virginia, as amended:

| **ALL TAX RATES ARE BASED ON EACH $100 OF ASSESSED VALUATION** | **2025** | |
|---|---|---|
| | Current | Proposed |
| 1. Real Estate, including the real estate of public service corporations* | $ 0.600 | $ 0.451 |
| 2. Tangible personal property except machinery and tools and qualified Fire and Rescue Vehicles ** | $ 4.496 | $ 4.496 |
| 3. Tangible Machinery and tools | $ 1.250 | $ 2.000 |
| 4. Tangible personal property of qualified Fire & Rescue Vehicles | $ 2.248 | $ 2.248 |

* Mobile Homes will be assessed as personal property, but taxed at the same rate as real estate.
**Personal Property Tax Relief by the Commonwealth of Virginia for vehicles valued between $1,001 and $20,000 will decrease from a discount of 35.5% to 34.7%.

The Board will also receive comments on a proposed master fee schedule for department user fees, a full copy can be found on the County Website.

**THE BOARD OF SUPERVISORS OF CLARKE COUNTY**

**View this document at www.clarkecounty.gov**

**BY: Chris Boies, County Administrator**

**CLARKE COUNTY DOES NOT DISCRIMINATE ON THE BASIS OF HANDICAPPED STATUS IN ADMISSION OR ACCESS TO ITS PROGRAMS AND ACTIVITIES. ACCOMMODATIONS WILL BE MADE FOR HANDICAPPED PERSONS UPON PRIOR REQUEST.**

# Clarke County User Fee Schedule

Effective July 1, 2025

## Administration

**Permits**

| | |
|---|---|
| Special Event - small | $100 |
| Special Event - medium | $250 |
| Special Event - large | $500 |
| Fireworks | no charge |

**Freedom of Information Act Requests**

| | |
|---|---|
| Printed materials or copies | $0.05/page |
| Staff time spent searching, compiling, or processing records request: | |
| Administration Clerk/FOIA Officer | $26.17/hour |
| County Administrator | $81.23/hour |
| County Attorney | $250/hour |
| IT/GIS Director | $52.85/hour |
| Planning Director | $59.44/hour |
| Zoning Officer | $22.90/hour |

## Animal Shelter

**Adoption**

| | |
|---|---|
| Dog | $50 |
| Cat | $35 |
| Hamsters, Poultry, Small Birds | $10 |
| Medium Birds | $20 |
| Large Birds | $100 |
| Rabbits | $15 |
| Ferrets, Reptiles | $25 |
| Horses, Cows, Large Livestock | $100 |
| Goats, Sheep, Pig, Small Livestock | $50 |

**Surrender**

| | |
|---|---|
| Dog | $50 |
| Cat | $35 |

**Stray Fees**

| | |
|---|---|
| Under 24 hours, first offense | No charge |
| Daily Care | $10/day |
| Second pickup | $25 + daily care |
| Third pickup | $50 + daily care |
| Fourth pickup | $75 + daily care |
| Subsequent pickups | $25 increase each time |

## Building Department

Fees are based on the International Code Council Building Valuation Data. Fees are to be reviewed and updated annually, per the Code of Clarke County.

Input into the formula is based on the following:

-square footage is determined from the construction drawing

-construction costs are listed below

-the local jurisdiction establishes the fee permit multiplier, currently $4.50

-the final construction value is rounded up to the thousand

Square Footage X Construction Cost/$1000 X Permit Fee Multiplier ($4.50) **permits subject to 2% levy of fees for the Virginia Building Code Academy

**Construction Costs**

| | |
|---|---|
| Residential Finished Living Space | $140.81 |
| Unfinished basement | $18.75 |
| Commercial New Construction: Churches, Schools, Education, Restaurants, Motels, Hotels, Retail & Offices | $198.41 |
| Residential Unfinished Storage Areas | $30 |
| Residential Garages | $52.58 |
| Residential Storage Sheds/ Accessory Buildings | $37.50 |
| Residential and Commercial Remodeling | $93.75 |
| Minimum permit fee for remodeling | $125.00 |
| Commercial Warehouse S1/S2 (shell only, no finished areas) | $60 |
| Commercial Deck/Loading Dock | $60 |
| Commercial Unfinished Basement | $30 |
| Commercial Unfinished Storage Area | $60 |

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# Clarke County User Fee Schedule

## Effective July 1, 2025

**Miscellaneous Building Permit Fees**

| | |
|---|---|
| Minimum fee for any residential permit | $50 |
| Minimum fee for any Commercial permit | $75 |
| Amusement Rides (kiddie) | $25 |
| Amusement Rides (major) | $55 |
| Certificate of Use and Occupancy for Residential Dwelling | $50 |
| Certificate of Use and Occupancy for Commercial Structure | $75 |
| Change of Use permit (residential) | $100 |
| Change of Use permit (commercial) | $150 |
| Circus/Carnival permit | $100 |
| Deck or porch without roof permit | $75 |
| Deck or porch with roof permit **plus minimum remodel fee* | $100 |
| Demolition permit | $75 |
| Fireplace permit | $75 |
| Chimney permit | $50 |
| Fireworks stand | $40 |
| Foundation permit (residential) | $100 |
| Foundation permit (commercial) | $200 |
| Ground Mounted Solar Array (includes $102 building permit, $91.80 electrical permit, $50 minor land disturbance permit) | $244 |
| Handicap ramp permit (residential) | $40 |
| Handicap ramp permit (commercial) | $75 |
| Monopole/radio tower | $200 |
| Porch permit | $100 |
| Re-inspection fee (charged after 2 site visits) | $75 |
| Re-Line Chimney (1st chimney) | $50 |
| Renewal permit | $50 |
| Re-roofing or re-siding (commercial) | $60 |
| Retaining wall (residential) | $75 |
| Retaining wall (commercial) | $100 |
| Roof Mounted Solar Array (includes: $102 building permit, $91.80 electrical permit) | $194 |
| Sign Permit | $60 |
| Spa/Hot Tub permit | $50 |
| Stage permit | $50 |
| Stop Work Order fee (residential) | $250 |
| Stop Work Order fee (commercial) | $500 |
| Swimming Pool permit (above ground) | $75 |
| Swimming Pool permit (in-ground) | $100 |
| Temporary Certificate of Use and Occupancy for Residential Dwelling (good for 30 days only and must be renewed) | $100 |
| Temporary Certificate of Use and Occupancy for Commercial Structure (good for 30 days only and must be renewed) | $300 |
| Temporary Event permit | $50 |
| Temporary sales trailer (residential & commercial) | $75 |
| Tent permit (tents over 900 square feet) | $60 |
| Water Tower | $200 |
| Wood Stove or Pellet Stove | $50 |

**Electric Permit Fees**

| | |
|---|---|
| Minimum fee for any residential permit | $50 |
| Minimum fee for any Commercial permit | $75 |
| Agricultural Electric Service 0 to 400 amps | $50 |
| Agricultural Electric Service 401 to 1200 amps | $80 |
| Agricultural Electric Service over 1200 amps | $100 |
| Baseboard Electric Heat (residential) | $50 |
| Baseboard Electric Heat (commercial) | $75 |
| Commercial Fire Alarm System | $100 |
| Commercial Light Pole Circuit | $85 plus $5/pole |
| Fixtures, Receptacles, and Circuits (Residential) | $65 |
| Fixtures, Receptacles, and Circuits (Commercial) | $85 |
| Generators w/o gas (residential) | $50 |
| Generators w/o gas (commercial) | $85 |
| HVAC System (residential) | $50 |
| HVAC System (commercial) | $75 |
| Motors (residential) | $50 |
| Motors (commercial) | $60 |
| Service equipment (new or replacement) 0 to 400 amps (Residential) | $60 |
| Service equipment (new or replacement) 0 to 400 amps (Commercial) | $80 |
| Service equipment (new or replacement) 401 to 1200 amps (Residential) | $80 |
| Service equipment (new or replacement) 401 to 1200 amps (Commercial) | $150 |
| Service equipment (new or replacement) over 1200 amps (Residential) | $100 |
| Service equipment (new or replacement) over 1200 amps (Commercial) | $250 |
| Signs | $60 |
| Signal Devices | $60 |

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# Clarke County User Fee Schedule

Effective July 1, 2025

**Electric Permit Fees (continued)**

| | |
|---|---|
| Sub-panels (residential) | $25/each |
| Sub-panels (commercial) | $40/each |
| Swimming Pool (in-ground) | $100 |
| Swimming Pool (above ground) | $50 |
| Sub-stations up to 15KV | $180 |
| Sub-stations 16 to 35 KV | $200 |
| Sub-stations over 35 KV | $225 |
| Temporary Electric Service 0 to 400 amps (Residential) | $50 |
| Temporary Electric Service 0 to 400 amps (Commercial) | $75 |
| Wall Heaters (residential) | $15 |
| Wall Heaters (commercial) | $20 |
| Well or Septic Pump Connection | $50 |

**Gas Permit Fees**

| | |
|---|---|
| Minimum fee for any residential permit | $50 |
| Minimum fee for any commercial permit | $75 |
| 1st tank or appliance (residential) | $50 |
| Each additional tank or appliance (residential) | $5 |
| 1st tank or appliance (commercial) | $75 |
| Each additional tank or appliance (commercial) | $5 |
| Gas piping only-inside or outside (residential) | $50 |
| Gas piping only-inside or outside (commercial) | $70 |

**Mechanical Permit Fees**

| | |
|---|---|
| Minimum fee for any residential permit | $50 |
| Minimum fee for any Commercial permit | $75 |
| A/C Unit (residential) | $50 |
| A/C Unit (commercial) | $75 |
| Air Intake Cycler Fresh Air (residential) | $5 |
| Air Intake Cycler Fresh Air (commercial) | $10 |
| Annual elevator permit (req'd for commercial only) | $60 |
| Duct work only (residential) | $50 |
| Duct work only (commercial) | $75 |
| Elevator/dumbwaiter/wheelchair lift (residential) | $50/each |
| Elevator/dumbwaiter/wheelchair lift (commercial) | $100/each |
| Exhaust Fans (residential) | $15 |
| Exhaust Fans (commercial) | $20 |
| Exhaust Hood & Compression System (residential) | $60 |
| Exhaust Hood & Compression System (commercial) | $100 |
| Fire Dampers or Sub Ducts | $10/each |
| Fire Suppression system | $100 |
| Fuel Dispensers | $250 |
| Gas or oil furnaces (residential) | $50 |
| Gas or oil furnaces (commercial) | $70 |
| Fuel oil, gas, or diesel storage tank - 1st tank (residential) | $50 |
| Fuel oil, gas, or diesel storage tank - each additional (residential) | $25 |
| Fuel oil, gas, or diesel storage tank - 1st tank (commercial) | $100 |
| Fuel oil, gas, or diesel storage tank - each additional (commercial) | $75 |
| Sprinkler system (residential) | $75 |
| Sprinkler system (commercial) | $250 per zone |

**Plumbing Permit Fees**

| | |
|---|---|
| Minimum fee for any residential permit | $50 |
| Minimum fee for any Commercial permit | $75 |
| Adding or relocating plumbing equipment and fixtures + replace piping (residential) | $15 |
| Adding or relocating plumbing equipment and fixtures + replace piping (commercial) | $20 |
| Sewer line permit (residential) | $15 |
| Sewer line permit (commercial) | $20 |
| Water line permit (residential) | $15 |
| Water line permit (commercial) | $20 |

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# Clarke County User Fee Schedule

Effective July 1, 2025

## Fire, EMS, & Emergency Management

| | |
|---|---|
| **Records Requests** | |
| Search Fee | $10 |
| Copies | $0.50/page |
| **Ambulance Service Fees** | |
| Basic Life Support (BLS) Transport - Emergency | $440 |
| Basic Life Support (BLS) Transport - Non-Emergency | $431 |
| Advanced Life Support (ALS) Transport - Emergency | $550 |
| Advanced Life Support (ALS) Transport - Non-Emergency | $512 |
| Advanced Life Support, Level 2 (ALS) Transport | $755 |
| Mileage per loaded mile from pickup location to hospital | $11 |
| Treated-Not-Transported (flat rate) | $150 |

## IT/GIS

| | |
|---|---|
| **GIS/Mapping Prints** | |
| 1st Map, 8.5"x11" | $10 |
| Copies, 8.5"x11" | $1 |
| 1st Map, 17"x22" | $20 |
| Copies, 17"x22" | $5 |
| 1st Map, 34"x44" | $30 |
| Copies, 34"x44" | $10 |
| Custom Map/Database Work | $20/hour |
| **Digital Data Layer (County Wide) 1"=200'** | |
| Parcels | $20 |
| Buildings | $20 |
| Road Centerlines | $20 |
| Soils | $20 |
| Topography 10' | $20 |
| Water | $20 |
| Zoning | $20 |
| Land Cover | $20 |
| Digital Ortho | $20/tile (242 tiles total) |
| Partial Coverages | $20/hour prep time |

## Parks & Recreation

| | |
|---|---|
| **Pool Admission** | |
| General Admission - under 2 years | Free |
| General Admission - Child 3 to 5 years | $3.50 |
| General Admission - Youth 6 to 15 years | $4.50 |
| General Admission - Adult 16 to 54 years | $5.00 |
| General Admission - Senior 55+ or military w/ ID | $3.50 |
| Discount Pass - Child 3 to 5 years, residents only | $60 for 20 admissions |
| Discount Pass - Youth 6 to 15 years, residents only | $80 for 20 admissions |
| Discount Pass - Adult 16 to 54 years, residents only | $90 for 20 admissions |
| Discount Pass - Senior 55+ or military w/ ID, residents only | $60 for 20 admissions |
| **Pool Rental** | |
| 2 hours, 3 lifeguards - residents | $200 |
| 2 hours, 3 lifeguards - nonresidents | $250 |
| each additional lifeguard (1 per every 30 people required) | $40/each |
| **Recreation Center Admission** | |
| General Admission - Child 3 to 5 years | $2.50 |
| General Admission - Youth 6 to 15 years | $3.00 |
| General Admission - Adult 16 to 54 years | $4.00 |
| General Admission - Senior 55+ or military w/ ID | $2.50 |
| Discount Pass - Youth 6 to 15 years, residents only | $50 for 20 admissions |
| Discount Pass - Adult 16 to 54 years, residents only | $70 for 20 admissions |
| Discount Pass - Senior 55+, residents only | $30 for 20 admissions |
| **Park Rental Fees** | |
| Park Shelters, full day - residents | $40 |
| Park Shelters, full day - nonresidents | $45 |
| Park Shelters, commercial activities - residents | $60/hour |
| Park Shelters, commercial activities - nonresidents | $80/hour |
| Tennis Courts - residents | $10/hour per court |
| Tennis Courts - nonresidents | $15/hour per court |
| Softball/Baseball fields - residents | $20/hour per field |
| Softball/Baseball fields - nonresidents | $25/hour per field |
| Softball/Baseball fields, commercial activities - residents | $40/hour per field |
| Softball/Baseball fields, commercial activities - nonresidents | $50/hour per field |
| Softball/Baseball fields - dragging | $20 |
| Softball/Baseball fields - lining | $10 |
| Softball/Baseball fields - lights | $10/hour |
| Soccer Fields - residents | $20/hour per field |

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# Clarke County User Fee Schedule

## Effective July 1, 2025

**Park Rental Fees (continued)**

| | |
|---|---|
| Soccer Fields - nonresidents | $25/hour per field |
| Soccer Fields, commercial activities - residents | $40/hour per field |
| Soccer Fields, commercial activities - nonresidents | $50/hour per field |
| Soccer Field Lining - Field 1, 2 & Practice Field | $60 |
| Soccer Field Lining - Field 3, 4 & 10 | $40 |
| Soccer Field Lining - U6 & U8 | $20 |

**Recreation Center Facility Rentals**

| | |
|---|---|
| Full Gym - residents | $70/hour |
| Full Gym - nonresidents | $80/hour |
| Full Gym, commercial activities - residents | $140/hour |
| Full Gym, commercial activities - nonresidents | $160/hour |
| Half Gym - residents | $40/hour |
| Half Gym - nonresidents | $50/hour |
| Half Gym, commercial activities - residents | $80/hour |
| Half Gym, commercial activities - nonresidents | $100/hour |
| Multi-Purpose Room - residents | $30/hour |
| Multi-Purpose Room - nonresidents | $40/hour |
| Multi-Purpose Room, commercial activities - residents | $60/hour |
| Multi-Purpose Room, commercial activities - nonresidents | $80/hour |
| Kitchen Room - residents | $30/hour |
| Kitchen Room - nonresidents | $40/hour |
| Kitchen Room, commercial activities - residents | $60/hour |
| Kitchen Room, commercial activities - nonresidents | $80/hour |
| ALC Main Room - residents | $65/hour |
| ALC Main Room - nonresidents | $75/hour |
| ALC Main Room, commercial activities - residents | $130/hour |
| ALC Main Room, commercial activities - nonresidents | $150/hour |
| ALC Kitchen - residents | $30/hour + $20/hour supervisor fee |
| ALC Kitchen - nonresidents | $40/hour + $20/hour supervisor fee |
| ALC Kitchen, commercial activities - residents | $60/hour + $20/hour supervisor fee |
| ALC Kitchen, commercial activities - nonresidents | $80/hour + $20/hour supervisor fee |
| Full Facility - residents | $100/hour up to 8h; $50/each add'l hour |
| Full Facility - nonresidents | $120/hour up to 8h; $60/each add'l hour |
| Full Facility, commercial activities - residents | $200/hour up to 8h; $100/each add'l hour |
| Full Facility, commercial activities - nonresidents | $240/hour up to 8h; $120/each add'l hour |
| Floor Covering | $160 |
| Additional Staff | $20/hour |
| Wee Gym set up | $20 |
| Volleyball | $15 |
| Nerf party | $75 |
| Pickleball | $10 |

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# Clarke County User Fee Schedule

Effective July 1, 2025

## Planning & Zoning

| | |
|---|---|
| Prints, copies, or publishing | $0.05/page or publishing cost |

**Zoning Permits**

| | |
|---|---|
| Residential Structures: Single-family dwelling, manufactured home, minor dwelling, tenant house, temporary dwelling, commercial district accessory dwelling, or model home | $300 |
| Accessory structure requiring a building permit or heated addition | $200 |
| Unheated residential additions (porches, decks) | $100 |
| Agricultural building or non-residential building not requiring a building permit | $100 |
| Temporary family health care structure | $100 |
| Home occupation | $100 |
| Short-term residential rental | $100 |
| Group home | $100 |
| Agritourism activity | $50 |
| Farm winery, farm brewery, or farm distillery | $300 |
| Change of use not requiring a site development plan | $100 |
| Commercial accessory structure or any addition with less than 15% increase in floor area not requiring Site Development Plan review | $500 |

**Signs**

| | |
|---|---|
| New sign | $50 base fee + $2/sq ft |
| Replace existing sign | $50 base fee + $2/sq ft of new proposed sign area |
| Reface existing sign | $50.00 |

**Rezoning, Conditional Zoning, Proffer Amendment**

| | |
|---|---|
| Minor rezoning: reduced fee charged to rezoning or conditional zoning application that (1) is required in conjunction with a boundary line adjustment between parcels zoned RR and either AOC or FOC, and (2) does not result in an increase in the development capacity of the subject property, either through subdivision or additional dwelling units | $1,000 |
| Rezoning or Conditional zoning | $4,000 base fee + $100/acre or portion of* |
| Rezoning or conditional zoning to less intense district | $2,000 base fee + $100/acre or portion of* |
| Amendment to proffered conditions | $2,000 |
| Amendment of proffered conditions, conditional zoning to less intense district or minor rezoning | $1,000 |

**Special Use Permit**

| | |
|---|---|
| New special use permit for property zoned AOC, FOC, RR, or any residential Berryville Annexation Area zoning district | $825 + Site Development Plan fees* |
| New special use permit for property zoned CH, CN, or any non-residential Berryville Annexation Area zoning district | $2,500 + Site Development Plan fees* |
| Amend special use permit - property in AOC, FOC, RR or any residential Berryville Annexation Area zoning district | $825 + Site Development Plan fees if applicable* |
| Amend Special Use permit - property in CH, CN, or any non-residential Berryville Annexation Area zoning district | $1,250 + Site Development Plan fees if applicable* |

**Site Development Plan and Other Plan Reviews**

| | |
|---|---|
| Site Development Plans: | |
| Administrative site development plan | $1,000* |
| For property zoned AOC, FOC, RR, any residential Berryville Annexation Area zoning district, or for non-profit uses | $2,500 + $250 per disturbed acre*, ** |
| For property zoned CH, CN, or any non-residential Berryville Annexation Area zoning district | $5,000 + $250 per disturbed acre*, ** |
| Site plan amendment reviewed by Planning Commission | 1/2 regular fee* |
| Miscellaneous Plan Reviews: | |
| Stream buffer mitigation plan | $150 |
| Intensive livestock, dairy, or poultry facility development plan | $250 |

**Certificates of Appropriateness**

| | |
|---|---|
| For properties zoned AOC, FOC, Residential, or for non-profit uses | $50 |
| For properties zoned CH or CN | $100 |

**Board of Zoning Appeals - Variances and Appeals**

| | |
|---|---|
| Variance | $750 |
| Appeal | $750 (fee refunded if appellant is successful) |

* Base application fee - additional professional review fees may apply

** Includes erosion and sediment control plan review

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# Clarke County User Fee Schedule

Effective July 1, 2025

Planning & Zoning (continued)

**Special Fees for Wireless Communication Facilities (WCFs)**

Fees for New WCFS:

| | (Telecommunications Consultant Fee) | (Application Fee) |
|---|---|---|
| Class 1 | $2,000 | $500 |
| Class 2 | $2,5( | $1,500 |
| Class 3 | $3,2( | Special Use Permit Fee + Site Plan fee ($1,500) |
| Class 4 | $3,2( | Special Use Permit Fee + Site Plan fee ($1,500) |
| Class 5/Amateur Radio Antenna | $100* | $100 |

Fees for Co-location and Maintenance/Upgrade Projects on Existing WCFs:

| | (Telecommunications Consultant Fee) | (Application Fee) |
|---|---|---|
| Co-location of antennas | $1,000* | $500 |
| Maintenance or upgrade of equipment | $850* | $500 |

*Consultant Fee assessed at Zoning Administrator's discretion

**Other Zoning Ordinance Fees**

| | |
|---|---|
| Zoning certification letter: identification of property zoning and permitted uses | $100 |
| Zoning determination letter: identify property zoning and permitted uses requiring interpretation of County regulations | $150 |
| Re-Advertising Fee: Fee charged to any applicant that is required to go through a land use application process that requires a public hearing and who subsequently requests a deferral of the public hearing after the advertisement is finalized | $500 |
| Re-Submission Fee: Fee charged to plan and plat review applicants for third and subsequent review re-submissions | $250 |
| Zoning Ordinance text amendment | $6,000 |
| Administrative Land Division | no fee |
| Merger of lots | No fee |
| Vacation of plat | $150 |
| Boundary line adjustment | $500 |
| Maximum lot size exception | $1,500 |
| Major subdivision (3 or more lots) | $4,000 per lot* |
| Minor subdivision | $4,000* |

* Base application fee - additional professional review fees may apply

**Erosion & Sediment Control Fees**

| | |
|---|---|
| Erosion & Sediment Control Plan review not associated with site development plan or subdivision plat review | $500/plan + $100/acre of disturbed area |
| Agreement in Lier of Erosion & Sediment Control Plan (for single-family dwelling construction of 10,000sqft or more) | $250/plan |
| Compliance inspection fee - 1st visit | $125 |
| Compliance inspection fee - 2nd visit | $250 |
| Compliance inspection fee - 3rd visit | $500 |
| Compliance inspection fee - 4th visit & beyond | $1,000, each subsequent visit doubled |
| Minor Land Disturbance Permit (activities less than 10,000sq ft) | $50 |

**Septic & Well Ordinance Fees**

| | |
|---|---|
| Resistivity test review for onsite sewage disposal system* | $275 per each system site reviewed |
| Blasting plan review, Board of Septic and Well Appeals | $500** |
| Variance request to Board of Septic and Well Appeals | $750 |
| Appeal to Board of Septic and Well Appeals | $750 |
| Appeal to Board of Supervisors | $2,500 |

* Resistivity test reviews fees are charged in conjuction with applications for onsite sewage disposal systems filed with the Virginia Department of Health (VDH). These fees are paid directly to the Department of Planning. Please consult VDH to determine their fees for onsite sewage disposal systems.

** Base application fee - additional professional review fees may apply.

**Miscellaneous Fees**

| | |
|---|---|
| New structure address | $130 |
| Street name sign and mounting pole | $350 per set |

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# Clarke County User Fee Schedule

Effective July 1, 2025

## Planning & Zoning (continued)

**Professional Review Fees**

Applicants shall be responsible for the professional review of application materials by the County's technical review consultants - **Engineering Consultant**, **Karst Consultant** (for applications requiring Karst Plan review or resistivity testing for onsite sewage disposal permits), and **Telecommunications Consultant** (for wireless communication facility applications).

The **County Engineering Consultant** review fees are based on the fixed fee schedule listed below. The fixed fee shall be paid to the County upon filing the application and includes the cost of the initial review and review of one resubmission. Additional fees noted below will be charged for the third review and for each subsequent review and shall be paid to the County upon filing a resubmitted application.

County Engineering Consultant:

| | |
|---|---|
| Site Development Plan/Site Development Plan Amendment (first and second reviews) | $2500 base fee + $250/acre or fraction of each complex control measure* |
| Major subdivision (first and second reviews) | $2750 base fee + $250/acre or fraction of each complex control measure* |
| Third and subsequent reviews of Site Development Plan, Site Development Plan amendment, or Major Subdivision | $750 per review |
| Erosion & Sediment Control Plan (first and second reviews) | $1600 base fee + $250/acre or fraction of and/or each complex control measure* |
| *examples of a complex control measure include temporary and permanent sediment basins | |
| Third and subsequent reviews of Erosion & Sediment Control Plan | $600 per review |

The **County Karst Consultant** review fees are also based on the fixed fee schedule listed below. Fees for resistivity review of onsite sewage disposal permits shall be paid to the County prior to receiving preliminary approval from the Virginia Department of Health (VDH), and shall include the cost of the Consultant's initial review. An additional fee shall be charged for each subsequent review. Fees for Karst plan review and blasting plan review shall be paid to the County upon filing the application and shall include the cost of the initial review and one resubmission. An additional fee shall be charged for each subsequent review and shall be paid to the County upon filing a resubmitted application.

County Karst Consultant:

Karst Plan Review:

| | |
|---|---|
| Site area up to 5 acres (first and second reviews) | $500 |
| Site area up to 5 acres (third and subsequent reviews) | $500/review |
| Site area over 5 acres | negotiable |

Blasting Plan Review:

| | |
|---|---|
| Blasting for residential or agricultural use (first and second reviews) | $1,000 |
| Blasting for commercial use (first and second reviews) | $2,750 |
| Fee for each subsequent review after first and second reviews | $750 |

The **County Telecommunications Consultant** review fees are based on a separate fixed fee schedule listed in the "Special Fees for Wireless Communication Facilities (WCFs)" section above.

**Other Notes Regarding Fees**

Fees may be refunded in certain circumstances:

| | |
|---|---|
| Application is withdrawn before Planning Commission (or other review board) sets public hearing on request | 50% refund |
| Application is withdrawn before Board of Supervisors sets public hearing on request | 25% refund |

All applicant fees and charges shall be made to the Treasurer of Clarke County at the time of application for actions pertaining to zoning and subdivision matters. Fees and expenses for professional review of application materials by County consultants shall be reimbursed to the County at cost. An administrative fee of $30 shall be charged for reimbursements not recieved within 30 days of first payment notice (VA Code §58.1-3958). The County may require a deposit for professional consulting service fees to be paid at application submittal.

## Treasurer

**Administrative**

| | |
|---|---|
| Collection Fee | $25 |
| Returned Check/NSF | $30 |

**Animals**

| | |
|---|---|
| Dog License - neutered/spayed | $5 |
| Dog License - intact | $10 |
| Kennel License - small | $30 |
| Kennel License - large | $40 |

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