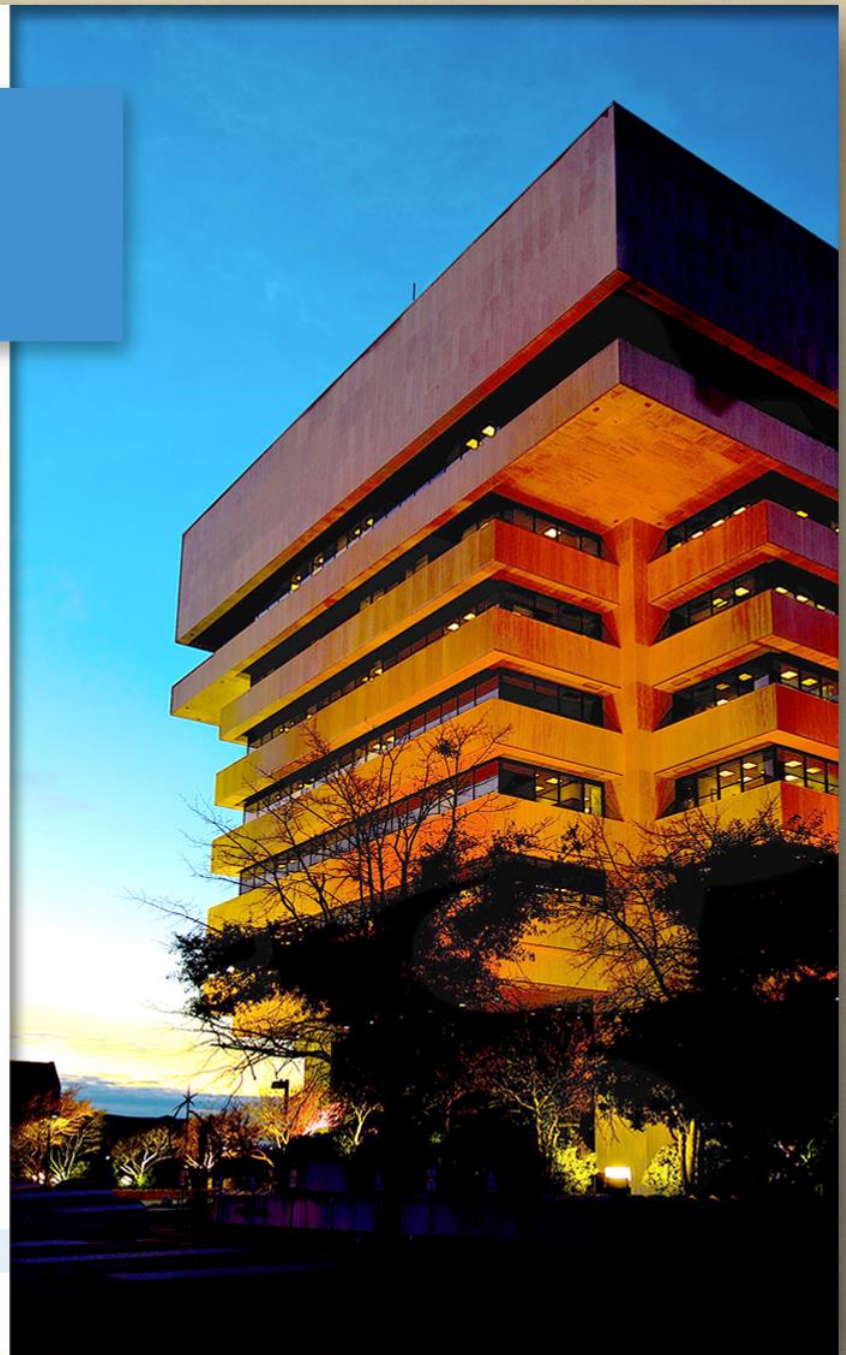


HAMPTON VA

Site Plan / Subdivision Fees Briefing

March 10, 2021



Goals

- Evaluate current fee schedule against surrounding jurisdictions
- Present a framework for changing Hampton's formula for site plan and subdivision process fees to correlate with service demand if staff determines a change was needed.
- Incentivize higher quality submissions
- Remain competitive in the region
- Strengthen the partnership for success

Authority

State Code

§ 15.2-2241. Mandatory provisions of a subdivision ordinance.

A. A subdivision ordinance shall include reasonable regulations and provisions that apply to or provide:

9. For the administration and enforcement of such ordinance, not inconsistent with provisions contained in this chapter, and specifically for the imposition of reasonable fees and charges for the review of plats and plans, and for the inspection of facilities required by any such ordinance to be installed; such fees and charges shall in no instance exceed an amount commensurate with the services rendered taking into consideration the time, skill and administrator's expense involved. All such charges heretofore made are hereby validated.

§ 15.2-2246. Site plans submitted in accordance with zoning ordinance.

Site plans or plans of development which are required to be submitted and approved in accordance with subdivision A 8 of § 15.2-2286 shall be subject to the provisions of §§ 15.2-2241 through 15.2-2245, mutatis mutandis.

Staff

- 4 Site plan / Subdivision Agents (1 Chief, 1 level II , & 2 level I)
 - Coordinate the internal site plan review committee.
 - Draft official correspondence
 - Track and manage submissions
 - Enforce the site plan / subdivision ordinance
- The committee contains members from various City Departments that have a regulatory role and responsibility.
 - Other CDD divisions (building, zoning, planning), PW, Parks, Police, Fire, & Economic Development

Site Plan Fees

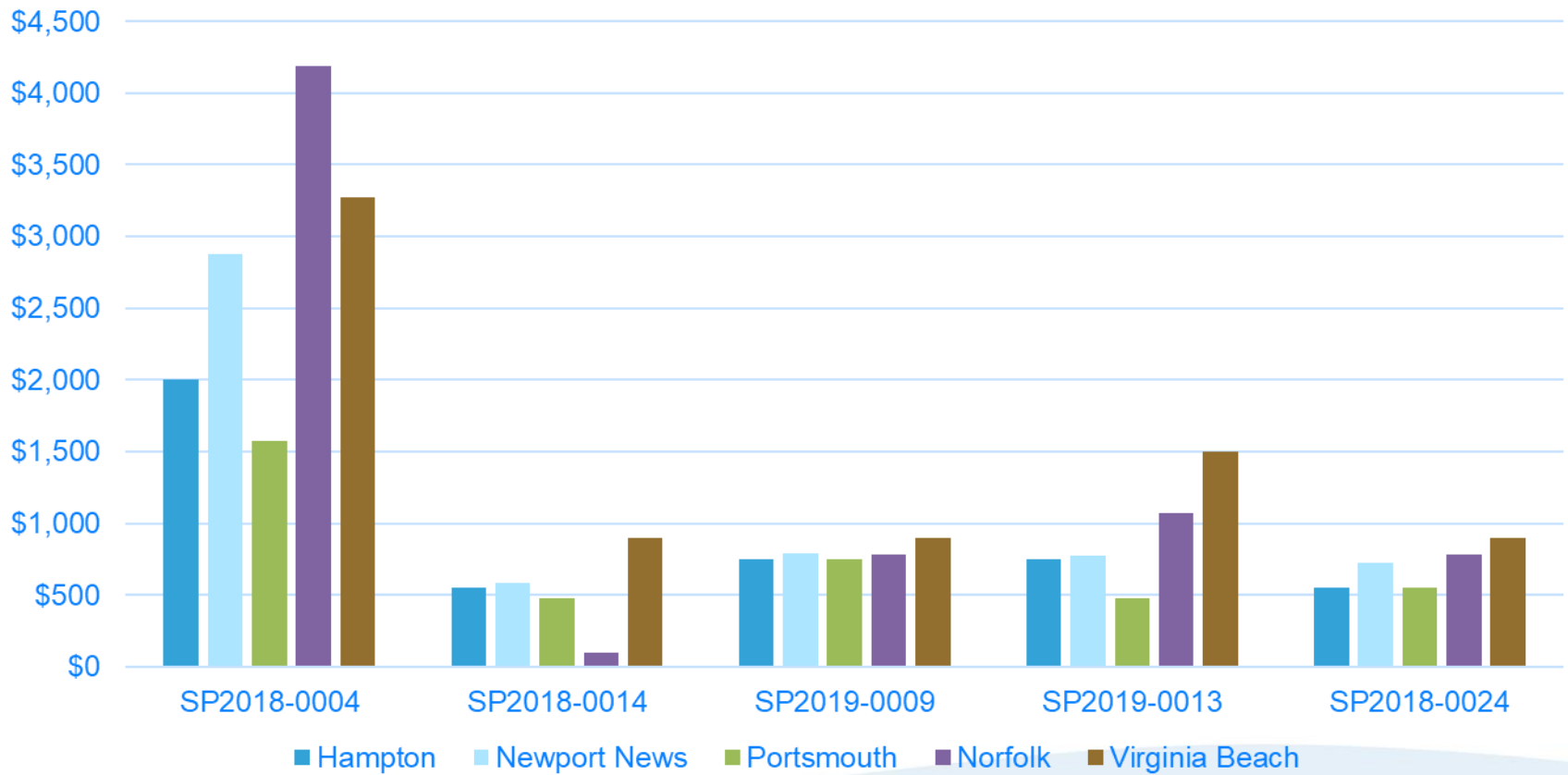
	Total Site Plans	Initial Fee	Resubmission Fees
2018	29 *2 were city projects w/ no fees	\$12,750	\$7,400
2019	25 *1 was a city project w/ no fees	\$11,200	\$3,800
2020	34 *10 were city projects w/ no fees	\$12,400	\$2,000
2021	4	\$7,150	\$0

Comparison of Site Plan Review Fees

	Hampton	Newport News	Portsmouth	Norfolk	Virginia Beach
Initial Filing	<p>\$350 + \$150 per acre in excess of 1 acre</p>	<p>\$375 + \$130 per acre of site (Class 1 – overall site development)</p> <p>\$220 (Class 2 – minor development activity) No per acre charge</p>	<p>\$400 One acre or less</p> <p>\$800 Less than 5 acres</p> <p>\$1,200 5 acres or greater</p>	<p>Major \$785</p> <p>Minor \$95</p>	<p>\$900 One acre or less</p> <p>\$1,000 Less than 5 acres</p> <p>\$1,333 5-10 acres</p>
E.g.–5 acre commercial site (filing fee only)	\$950	\$1,025	\$1,200	\$785	\$1,333
Other review fees	<p>Any resubmissions after 1st resubmission: \$200</p> <p>Changes to site plan when review is already underway: \$100 per sheet changed</p>	<p>Any resubmissions after 1st resubmission: Class 1: \$250 Class 2: \$100</p> <p>Submissions for later project phases or minor modifications: \$100 each filing</p>	<p>E&S Plan \$200</p>	<p>SWM Plan Fee \$3,400 Major \$290 Minor</p>	<p>Changes to site plan when review is already underway: \$168 per sheet changed SWM Plan \$600 or \$1,944</p>

Site plan Examples

Fees Charged



Fee Comparison

Site Plan	Hampton	Newport News	Portsmouth	Norfolk	Virginia Beach
SP2018-0004	\$2,000	\$2,878	\$1,575	<u>\$4,185</u>	\$3,277
SP2018-0014	\$550	\$599.20	\$475	\$95	<u>\$900</u>
SP2019-0009	\$750	\$792.92	\$750	\$785	<u>\$900</u>
SP2019-0013	\$750	\$773	\$475	\$1,075	<u>\$1,500</u>
SP2020-0006	\$550	\$723.40	\$550	\$785	<u>\$900</u>

Subdivision Fee Comparison


Development Scenario	Submittal Components	Hampton	Newport News	Norfolk	Chesapeake	Portsmouth	Virginia Beach	Percentage Hampton vs Region
2-Lot without Infrastructure	Final Plat	\$150	\$250	\$322	\$175	\$125	\$336	-62%
10-Lot with Infrastructure	Final Plat and Development Plan	\$2,130	\$1,150	\$915	\$1,815	\$420	\$2,258	39%
50-Lot with Infrastructure	Preliminary Plat, Final Plat, and Development Plan	\$5,450	\$4,400	\$2,205	\$4,095	\$1300	\$3,865	42%
Property Line Adjustment	Plat	\$150	\$200	\$100	\$60	\$125	\$84	24%

Fees Collected

- Fees collected help offset services provided which go to the general fund.
- CDD operating cost for this service - \$322,910*
- Fees collected from site plans during the 2020 calendar year - \$14,400

* Does not include various other departments that contribute to this process.

Conclusions

- Hampton appears to be competitive with fees in the region.
 - Staff does not recommend fee changes at this time since the data collected indicates our fees are overall situated near the middle of the regional average
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Questions?

