



## City of Manassas Park Land Use & Development Fee Schedule

Planning/Zoning	
Appeal to Board of Zoning Appeals	\$500
Comprehensive Plan Amendment	\$1,550
Conditional Use Permit	
With Land Disturbing Activity	\$2,300
Without Land Disturbing Activity	\$775
Floodplain Permit	\$255
Home Occupation Permit	\$50
Notice Requirements	
Newspaper Advertisement	At Cost
Adjacent Property Address List	\$50
Rezoning	\$4,100
PUD and MUD	+ \$350 per acre
All Other Zoning Districts	+ \$250 per acre
Proffer Amendment	\$2,800
Sign Permit	\$125
Telecommunications	
Permit for up to five small cell facilities	\$100
Each additional small cell facility on permit	\$50
Wireless Facilities and Wireless Support Structures Review	
Administrative Review-Eligible Project	\$500
Standard Process Project	Actual costs to process, including permits and inspection
Temporary Use Permit	\$125
Variance (Board of Zoning Appeals)	\$800
Waiver Request under Sec. 31-33.2 of Zoning Ordinance	\$1,000

**City of Manassas Park**  
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<b>Planning/Zoning (Continued)</b>	
Zoning Administrator Written Determination	\$300
Zoning Compliance Letter	\$200
Zoning Ordinance Text Amendment	\$1,500
Zoning Review	
Building Permit	\$50
Business License	\$125
Driveway, Fence or Shed	\$30 each
<b>Site Plan/Public Improvement Plan Review</b>	
Public Improvement Plan	
First Submission	\$2,400
Third and Subsequent Resubmissions	\$750 per submission
Revision to Approved Public Improvement Plan	\$900
Site Plan Review	
Administrative Review – Zoning Review Only	\$200
Preliminary Site Plan	\$1,000
Site Plan - First Submission	\$3,100
Site Plan - Third and Subsequent Resubmissions	\$750 per submission
Revision to Approved Site Plan	\$1,200
<b>Subdivision</b>	
Sketch Plan	\$140
Preliminary Plat and Deed Review – First Submission (No Fee if Submitted with Site Plan)	\$1,250
Plat and Deed Review – Third and Subsequent Resubmissions	\$625 per submission
Revision to Approved Plat	\$800
Waiver under Sec. 21- 68(a) of the City Code	\$950
Appeal under Sec. 21-68(b) of the City Code	\$700

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<b>Supplemental Study Reviews</b>	
Floodplain Study	At Cost
Traffic Impact Analysis	At Cost
Environmental Analysis or	At Cost
Architectural Study	At Cost
<b>Bonding and Development Permits</b>	
Erosion and Sediment Control Plan (No fee if submitted with site plan)	\$625
Grading Permit	\$800
Site Development Permit	\$800.00 +\$500 per lot for single family +\$300 per multi-family unit +\$0.45 per gross square feet of proposed nonresidential buildings, not to exceed \$25,000
Public Improvement Permit	\$800.00 + 2% of bond
Bond Reduction or Extension	\$400.00 per request
As-Built Plan	\$300.00
<b>Site Inspection Fees</b>	
Base fee	\$250
Water (installation and testing)	
First 400 linear feet (LF)	\$750
Per 100 feet (ft) over the initial 400 LF	\$450
Sanitary Sewer (installation, televising and testing)	
First 400 LF	\$750
Per 100 ft over the initial 400 LF	\$450
Storm Sewer (Drainage) (installation and televising)	
First 400 LF	\$650
Per 100 ft over the initial 400 LF	\$350

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Site Inspection Fees (Continued)	
Stormwater Management Facilities (installation and as-built)	
< 1 acre	\$500
≥ 1 acre < 5 acres	\$2,700
≥ 5 acres < 10 acres	\$3,400
≥ 10 acres < 50 acres	\$4,500
≥ 50 acres < 100 acres	\$6,500
Dedicated Streets (installation, pavement design review, and striping)	
First 400 LF	\$850
Per 100 ft over the initial 400 LF	\$450
Private Streets (installation and pavement design review)	
First 400 LF	\$850
Per 100 ft over the initial 400 LF	\$450
Parking Lots	\$.50 per LF
Sidewalks and Vehicle Entrances	\$.50 per LF
Erosion and Sediment Control (ESC) Plan Review Land Disturbing	\$500 + 3% ESC escrow
Re-Inspections ( <i>First Inspection is free. Fee applies to each subsequent inspection.</i> )	\$150 per inspection
After Work Day Inspections Inspections may be conducted after normal work hours with approval and when arranged in advance. The fee for each inspection to be conducted shall be applied separately for each discipline inspected and is payable in advance. This amount is in addition to any other required fees.	\$75 per hour (2 hour min)
Inspection Cancellation Fee	\$150

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Refunds	
1. Refunds for fees paid in accordance with this schedule must be applied for in writing to the Community Development Department. There will be a <b><u>\$75</u></b> administrative fee for processing the refund request, which will be deducted from the refund.	\$75
2. Refunds shall be based on the amount of uncompleted work associated with an application or inspection and calculated as a percentage of the total fee.	Percentage