

Issue Analysis Form



Date: April 20, 2020
Item: Fee Waiver Request
Lead Department(s): Community Development & Code Compliance
Contact Person(s): Dean Simmons

Description and Current Status

The Department of Community Development has received a request from Dr. Lisa Pennycuff, Division Superintendent of Prince George County Public Schools, to waive certain permit fees for work proposed at the Athletic Field Complex located at N.B. Clements School. Volunteer organizations have proposed a 35'x80' pavilion (2,800 square feet) to be built near the concessions building in order to offer shelter for students and patrons at events.

Sample Motion: I move that the Board approve waiving all permit fees associated with the construction of a pavilion at the Athletic Field Complex at N.B. Clements School.

Government Path

- Does this require IDA action?** Yes No
- Does this require BZA action?** Yes No
- Does This require Planning Commission Action?** Yes No
- Does this require Board of Supervisors action?** Yes No
- Does this require a public hearing?** Yes No
- If so, before what date?** Yes No

Fiscal Impact Statement

The estimated cost of construction for the project is \$40,000.00, and the associated permit fees are estimated at \$805.80. The value of the permit fee and the related costs of review and inspections will be of minimal impact to the Inspections department.

County Impact

The construction of a pavilion at the Athletic Field complex will offer shelter to students, patrons and visitors to the facilities. It will be an improvement for the school system and the community.

Notes

Board of Supervisors
County of Prince George, Virginia

Resolution

At a special meeting of the Board of Supervisors of the County of Prince George held in the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia, this 28th day of April, 2020:

Present:

Donald Hunter, Chairman
Alan R. Carmichael, Vice-Chair
Floyd M. Brown, Jr.
Marlene J. Waymack
T. J. Webb

Vote:

C-2

On motion of _____, seconded by _____, which carried unanimously, the following Resolution was adopted:

RESOLUTION; REQUEST OF PRINCE GEORGE COUNTY SCHOOLS FOR
A WAIVER OF BUILDING PERMIT FEES

WHEREAS, the Prince George County School System has requested a building permit fee waiver for work proposed at the Athletic Field Complex located at N.B. Clements School; and

WHEREAS, volunteer organizations have proposed a 35'x80' pavilion (2,800 square feet) to be built near the concessions building in order to offer shelter for students and patrons at events;

WHEREAS, the estimated cost of construction for the project is \$40,000 and the associated permit fees are estimated at \$805.80;

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 28th day of April, 2020, directs that the Prince George County School System be given a building permit fee waiver for all permit fees associated with the construction of a pavilion at the Athletic Field Complex at N.B. Clements School.

A Copy Teste:

Percy C. Ashcraft
County Administrator



County of Prince George, Virginia

"A global community where families thrive and businesses prosper"

INTEROFFICE MEMORANDUM

TO: Percy C. Ashcraft, County Administrator

FROM: Dean Simmons, Building Official

RE: Fee Waiver Request, Prince George County Public Schools

DATE: April 20, 2020

The Department of Community Development has received a request from Dr. Lisa Pennycuff, Division Superintendent of Prince George County Public Schools, to waive certain permit fees for work proposed at the Athletic Field Complex located at N.B. Clements School. Volunteer organizations have proposed a 35'x80' pavilion (2,800 square feet) to be built near the concessions building in order to offer shelter for students and patrons at events.

The estimated cost of construction for the project is \$40,000.00, and the associated permit fees are estimated at \$805.80. The value of the permit fee and the related costs of review and inspections will be of minimal impact to the Inspections department. The general parameters and criteria that have been considered in the past when granting such requests also include factors such as volunteers performing the work, donated materials, and/or utilization of County work forces. The organizations have secured pro bono services and donations for the project, and plan to have volunteers assist to perform the work. Therefore, the project meets the typical parameters considered for waivers or fee reductions, and my recommendation is for approval of this request.

The fee ordinance requires Board of Supervisors approval of fee waivers or fee reductions (i.e. 25% reduction). Please forward the attached request and my recommendation of approval to the Board of Supervisors for their discussion and consideration at the next available meeting.

Thank you, and please contact me at your convenience if you have any questions or need any further information.