



**PRINCE WILLIAM**  
Development Services

JANUARY 21, 2026

# CDC

## COMMERCIAL DEVELOPMENT COMMITTEE

HOSTED BY

**Jonathan Barbour – Chair of the CDC**  
**Ricky O'Connor- Acting Director of Development Services**

# WELCOME & INTRODUCTIONS

## Commercial Development Committee

Jonathan Barbour, Chair  
Mike Garcia, Vice Chair  
Ricky O'Connor, PWC Staff Liaison  
Barry Braden  
Jonelle Cameron  
William Daffan  
Jim Elliott  
Gary Gardner  
Jeremy L. Karls  
Russel S. Gestl  
John F. Heltzel  
Chris Lemon  
Eric Mays  
Matt Smolsky

## Guest Speakers

Tanya Washington  
The Planning Office  
  
Rick Canizales  
Department of Transportation  
  
Khattab Shammout  
Department of Public Works  
  
Christina Winn  
Economic Development & Tourism  
  
Chief Smolsky  
Fire Marshal's Office

## Guest Audience

Around the room introductions



**PRINCE WILLIAM**  
Development Services

[www.pwcva.gov/dds](http://www.pwcva.gov/dds) | (703) 792-6930 | [dds@pwcgov.org](mailto:dds@pwcgov.org) | @PWCDDS

# CDC MEMBERSHIP UPDATES

- Annual Chair and Vice Chair elections (O'Connor)



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# FY2027 Proposed Fee Increases

- Development Fee Presentation (O'Connor, Smolsky, Shammout, Washington)



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# DCSM UPDATES

- DCSM Section 600 Updates (Transportation)
- DCSM Section 700 Updates (Public Works)



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# 2025 GOALS UPDATES

- Commercial Expedited Plan Review
  - PWC Lead Department: Development Services, Building Development Division
  - PWC Staff Lead: Eric Mays/Chad Roop
- Conditional Approvals for Site Plans
  - PWC Lead Department: Development Services, Land Development Division
  - PWC Staff Lead: Ricky O'Connor



# 2026 GOALS

- Set 2026 Goals (CDC Membership)



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# AGENCY UPDATES

- Department of Transportation (Canizales)
- Economic Development & Tourism (Winn)
- Department of Public Works (Shammout)
- Planning Office (Washington)
- Fire Marshal's Office (Smolsky)
- Development Services (O'Connor)



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# DEVELOPMENT SERVICES

## Key Highlights: Fiscal Year 2026, First Half (Jul 2025 – Dec 2025)

	FY23	FY24	FY25	FY26
New Structures - # of plans (first review)	28	23	41	30
Tenant Layout - # of plans (first review)	113	116	100	115
Commercial Major Plans - # of approved plans	8	8	8	7
Tenant Layout Total Plans - # of approved plans	82	125	100	106
Site Plans - # of approved plans	23	32	18	43
Site Permits Issued	93	84	79	72



# DEVELOPMENT SERVICES

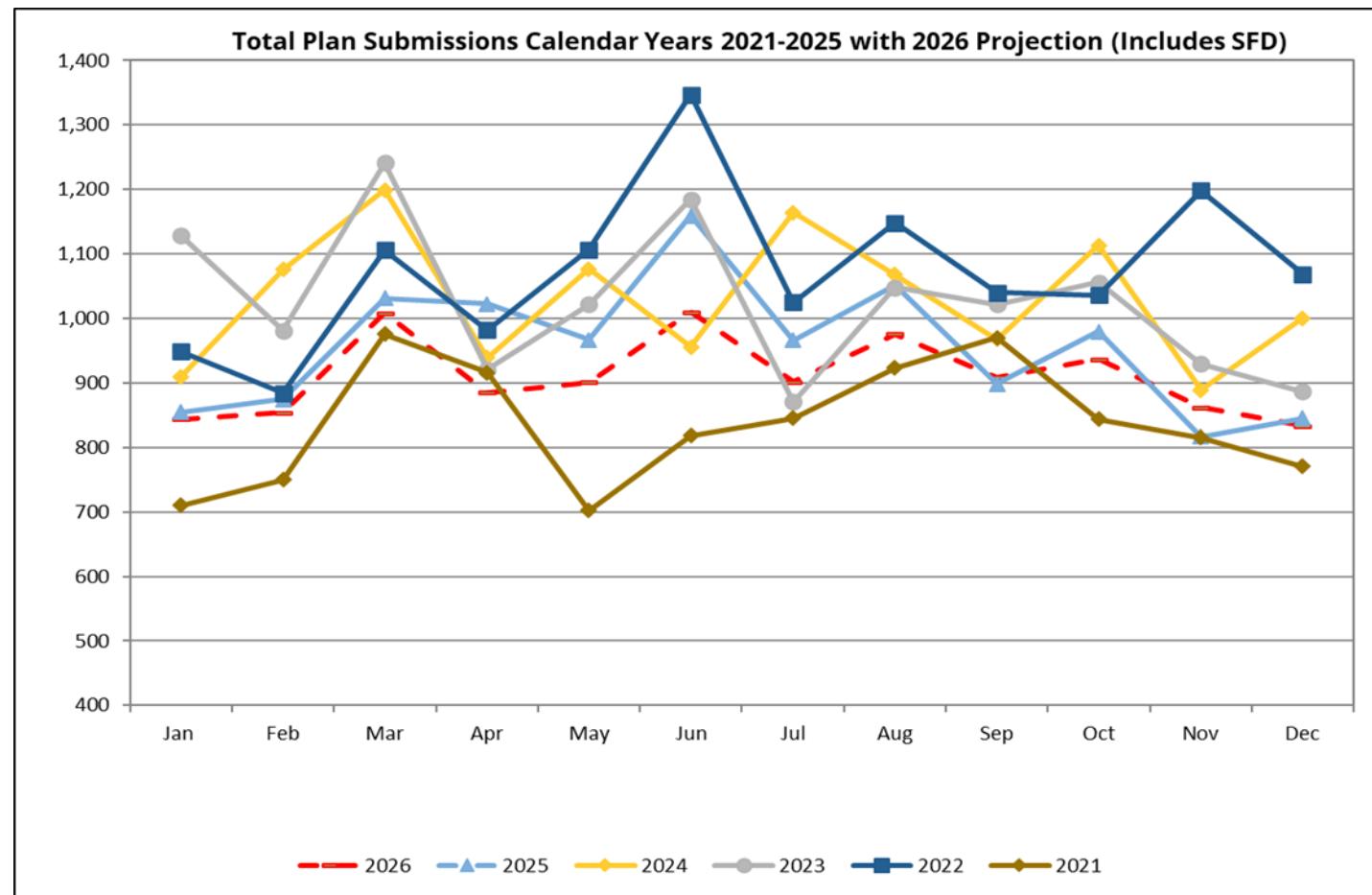
Building Plan Submissions

# 11,468

in Calendar Year 2025

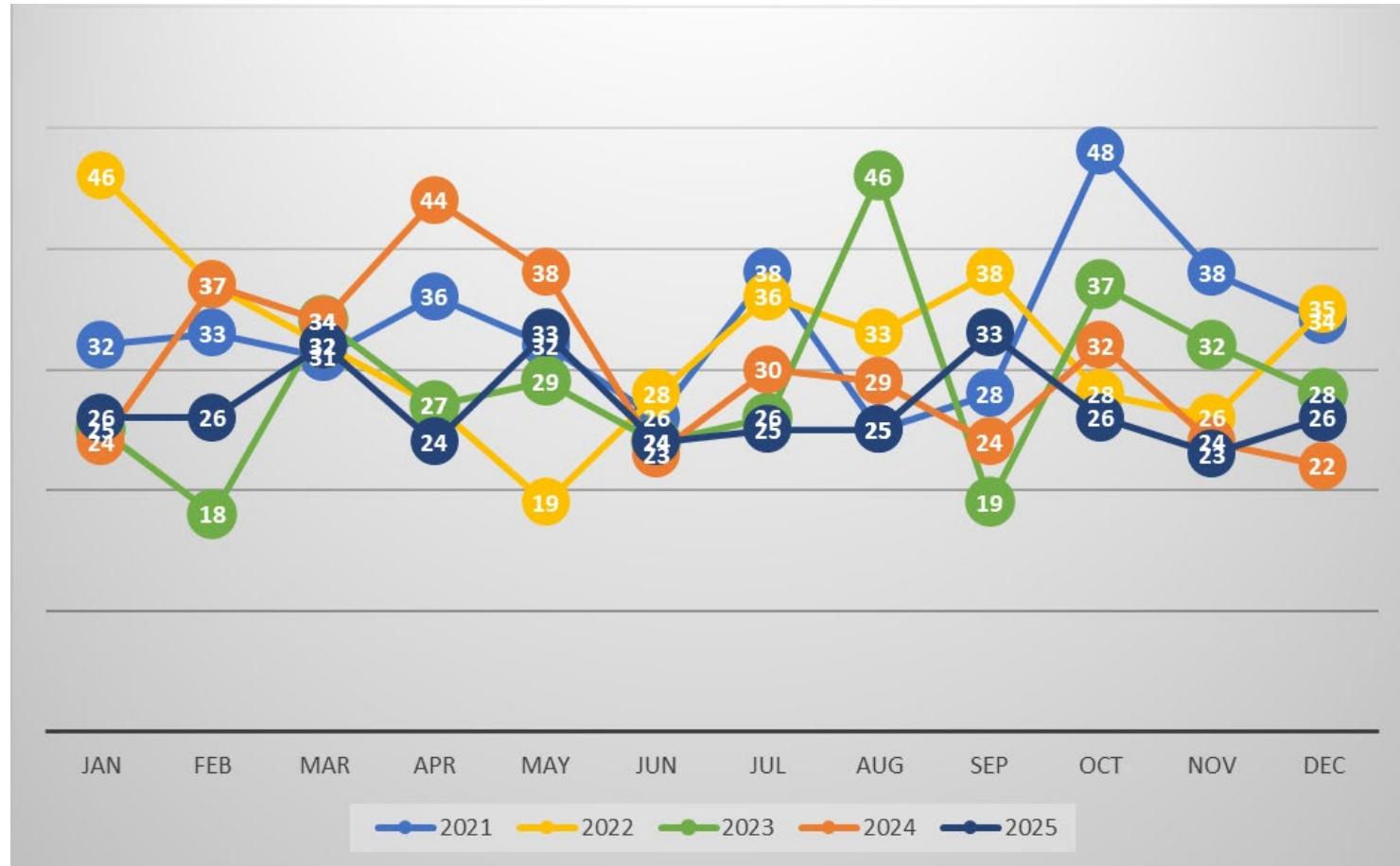


**PRINCE WILLIAM**  
Development Services



2026 - Projected	2025	2024	2023	2022	2021
10,921	11,468	12,359	12,292	12,891	10,040

# SMALL BUSINESS PROJECTS



**323**  
Small Businesses  
"Opened for Business"  
Jan - Dec 2025



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Development Services





**MARK YOUR CALENDARS**

**Commercial Development Committee**  
**2:00pm - 4:00pm, Wednesday, April 15, 2026**

**THANK YOU FOR JOINING US TODAY!**



**PRINCE WILLIAM**  
Development Services



**PRINCE WILLIAM**  
County

# FY27 Development Fees

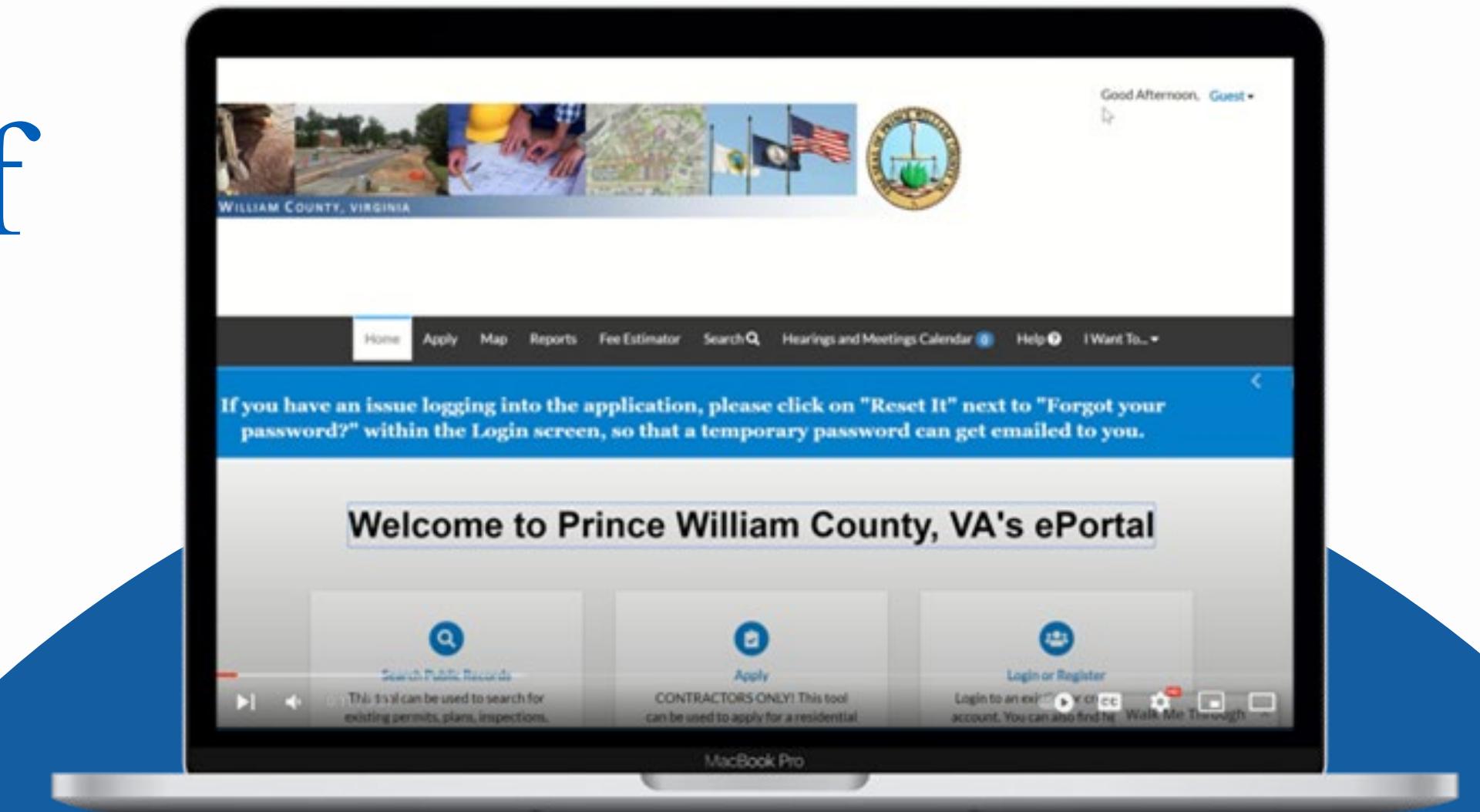
January 7, 2026



# PRINCE WILLIAM County

# Department of Development Services

By: Ricky O'Connor, Acting Director



# Development Fees



**PRINCE WILLIAM**  
Development Services

## Proposed Fee Increases (base fee amounts)

- **Building Development**
  - 3.5% Fee Increase on base fees
- **Land Development**
  - 8.5% Fee Increase on base fees
- **Exception**
  - All fees will be rounded to the nearest 5 cents.

# New Building Development Fees



**PRINCE WILLIAM**  
Development Services

Name	Purpose	Proposed Fee
Foundation & Soil Management Application fee*	The proposed Foundation & Soil Management Application fee will recover the County's administrative and professional cost of processing and reviewing applications submitted to obtain funding from the PWC Foundation & Soil Management Fund.	\$100.00 - Individual Applicant \$250.00 - Common Interest Properties
*Regulation of the County Ordinance		
V. Mechanical Fees A. Residential - R-3, R-4, and R-5 9. Kitchen exhaust hood >400 cfm	The proposed fee will apply when kitchen exhaust hood >400 cfm are submitted for residential projects.	\$110.65

# New Building Development Fees



**PRINCE WILLIAM**  
Development Services

Name	Purpose	Proposed Fee
Plan Review Filing Fees - 3rd Party Plan Review		
a. Residential (Single Family, Duplex, Townhouse, etc.), per unit	The fee reduction is an extension of the work done by the CDC Plan Review Improvement Committee: Building Plan Review Priority Processing – 50% Reduction for Plan Review Filing fee	\$71.90
b. Nonresidential, including multifamily		17.5% of Building Permit Fee
c. Nonresidential, Footing and Foundation only		10% of Building Permit Fee
d. Nonresidential, Life Safety/Phasing/Temporary Shoring Plan		\$91.60

# New Land Development Fees



**PRINCE WILLIAM**  
Development Services

Name	Purpose	Proposed Fee
Affordable Dwelling Unit (AfDU) Bonus Density Application Fee	The proposed Affordable Dwelling Unit (AfDU) Bonus Density Application fee will recover the County's administrative and professional cost of processing and reviewing applications submitted under the AfDU Ordinance to increase density.	\$542.50
Affordable Dwelling Unit (AfDU) Waiver Fee	The proposed Affordable Dwelling Unit (AfDU) Waiver fee will recover the County's administrative and professional cost of processing and reviewing waivers submitted under the AfDU Ordinance to increase density. One waiver per review agency.	\$1,019.90

# Revised\* Land Development Fees



**PRINCE WILLIAM**  
Development Services

Name	Purpose	Proposed Fee
Bond Release Fee (due prior to surety release)	Modified existing fee to add “Note: Additional bond release fee will be applied for any subsequent requests for surety release.”	\$728.70
Re-advertisement/Re-notification (standard case) a. Zoning Administration	Adjust fee to cover signs and advertising cost for Board of Zoning Appeals (BZA) hearing	\$200.00
Re-advertisement/Re-notification (expanded notification area) b. Zoning Administration	Adjust fee to cover the signs and advertising cost for Board of Zoning Appeals (BZA) hearing	\$250.00

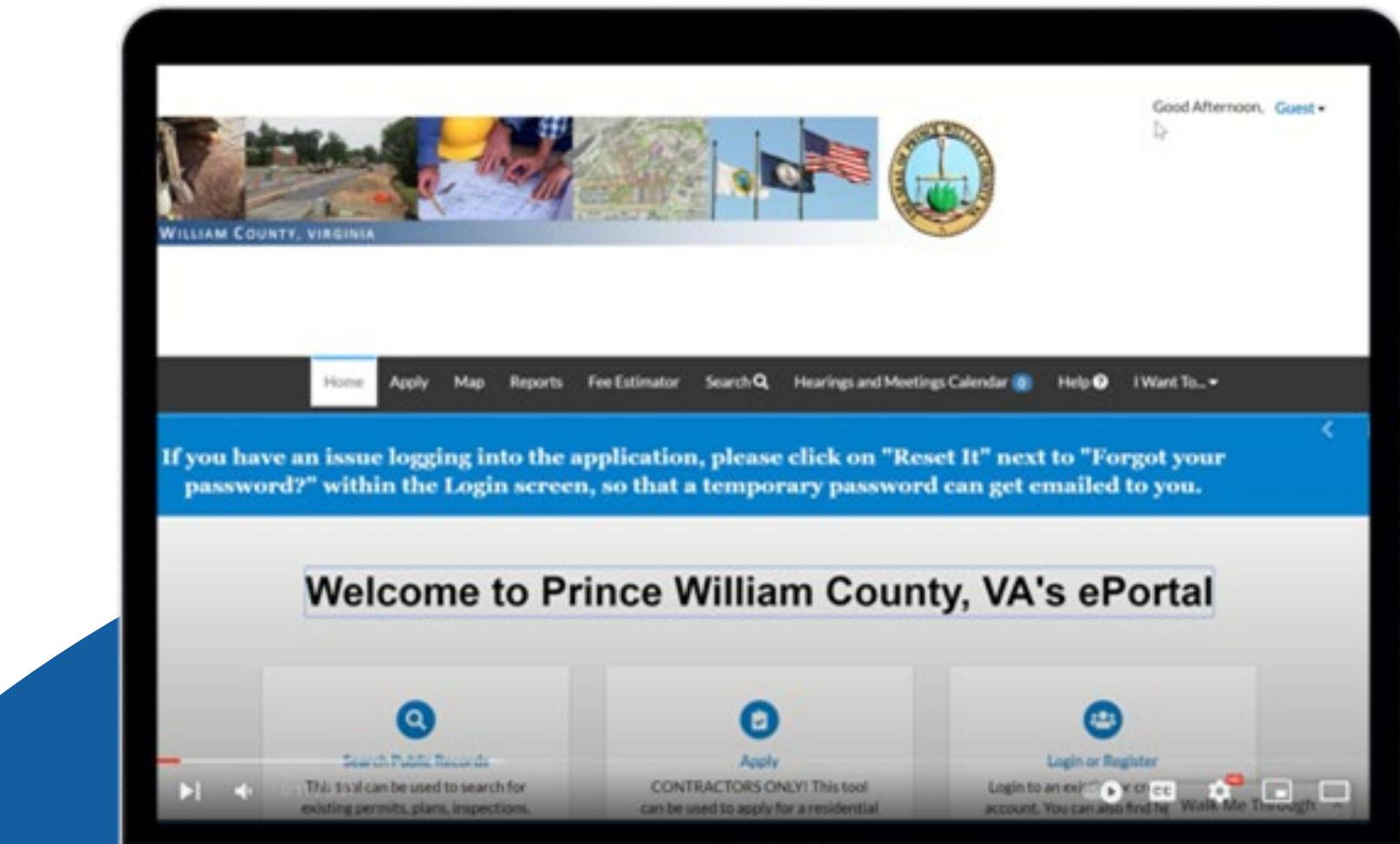
\*Modification to an existing fee (not new fees)



# PRINCE WILLIAM COUNTY

# Fire Marshal's Office (FMO)

By: Matt Smolsky, Assistant Chief



# Development Fees



**PRINCE WILLIAM**  
Fire & Rescue System

## Proposed Fee Increases (base fee amounts)

- **Fire Marshal's Office**
  - 7.0% Fee Increase on base fees
- **Exception**
  - All fees will be rounded to the nearest 5 cents.

# New FMO Fees



**PRINCE WILLIAM**  
Fire & Rescue System

Fee Schedule	Fee	Fee Amount
Fire Marshal's Office	General Business Licensing Inspection	\$185.00
	Residential Home Daycare Licensing Inspection	\$35.00
	Commercial Knox Box Installation Inspection	\$85.00
	Non-Commercial Bonfire	\$191.00
Building Development	Emergency/Maintenance Repair	\$303.40
	Plan Review Filing Fees 2. Code Modification Review c. When multiples of "a" or "b" above are submitted simultaneously for the same project, the maximum fee shall be: i. Fire Protection	\$1,129.00

# New FMO Fees



**PRINCE WILLIAM**  
Fire & Rescue System

Fee Schedule	Fee	Fee Amount
Land Development	FMO Site Plan Review (Site) <ul style="list-style-type: none"><li>Resubmittal fee for 3rd or greater review</li></ul>	\$160.00 \$80.00
	FMO Subdivision Plan Review (Subd) <ul style="list-style-type: none"><li>Resubmittal fee for 3rd or greater review</li></ul>	\$120.00 \$60.00

# Revised FMO Fees



**PRINCE WILLIAM**  
Fire & Rescue System

## Adjustments to FOIA Related Fees

- **FOIA Fee Policy Statement**

- The FMO reserves the right to amend published FOIA fees when the scope or complexity of a request significantly exceeds standard processing assumptions. Fee modifications will be communicated in advance with written justification and may be recalculated based on average staff rates across positions involved.

Fee	Fee Amount
Fire Incident Report	\$45.00
Fire Investigative Photos	\$95.00 base + \$2.60/photo
Cause & Origin Report	\$75.00
Due Diligence Requests	\$65.00
Environmental Assessment	\$115.00

# Revised FMO Fees



**PRINCE WILLIAM**  
Fire & Rescue System

Fee Schedule	Current Wording	Revised Wording
Building Development	<p>III. Building Fire Suppression</p> <p>10. Sprinkler with stand pipe on (per standpipe riser)</p> <p>Inspections</p> <p>b. Post Concealment Inspection Analysis, per permit</p> <p>i. Fire Protection</p>	<p>III. Building Fire Suppression</p> <p>10. Sprinkler with stand pipe add on (per standpipe riser)</p> <p>Inspections</p> <p>b. Post Concealment Inspection Analysis, per permit</p> <p>i. Fire Protection (2<sup>nd</sup> Inspection Required)</p>
Building Development and Fire Marshal's Office	<p>Inspections Fees, Other</p> <p>1. After Hours Inspection</p> <p>i. Fire Protection (Three hour minimum)</p>	<p>Inspections Fees, Other</p> <p>1. After Hours Inspection</p> <p>i. Fire Protection (Two hour minimum weekdays and Three hour minimum weekends)</p>

# Eliminated or Reduced FMO Fees



**PRINCE WILLIAM**  
Fire & Rescue System

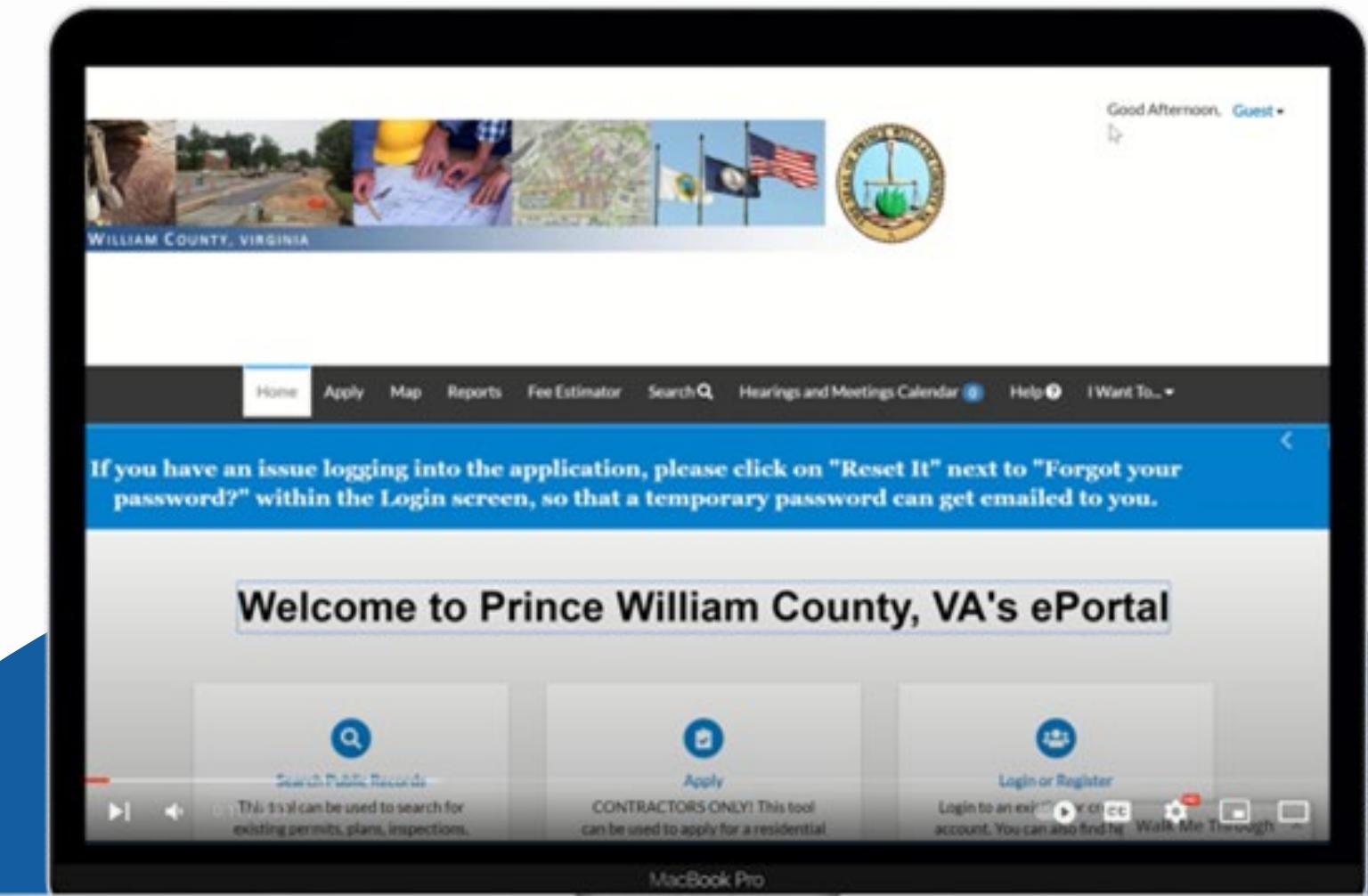
Fee Schedule	Fee	Justification
Fire Marshal's Office	School Special Assembly Operational Permit	Eliminate - responsibility transferred to school self-inspection
	Tent Inspection (149 BLD Permit)	Eliminate - duplicative with Building Department
Building Development	Hood fire suppression, per system i. Fire Protection	Reduce - Current fee \$563.28 to \$353.70
Land Development	Fire Lane Plan Review	Reduce - Current fee \$351.01 to \$160.00
	Fire Lane Plan Inspection	Reduce 7% increase by \$2.35 to \$303.40 to match other FMO inspection fees



# PRINCE WILLIAM County

# Planning Office

By: Tanya Washington, Director



# Development Fees



**PRINCE WILLIAM**  
Planning Office

## Proposed Fee Increases (base fee amounts)

- **Planning Office**

- 15% Fee Increase on base fees
- This increase would apply for both residential and commercial fees
- Justification
  - Inflation and rising operational costs
  - Legal and regulatory compliance
  - Fee compression in neighboring jurisdictions
  - Staffing and compensation

# New Planning Office Fees



**PRINCE WILLIAM**  
Planning Office

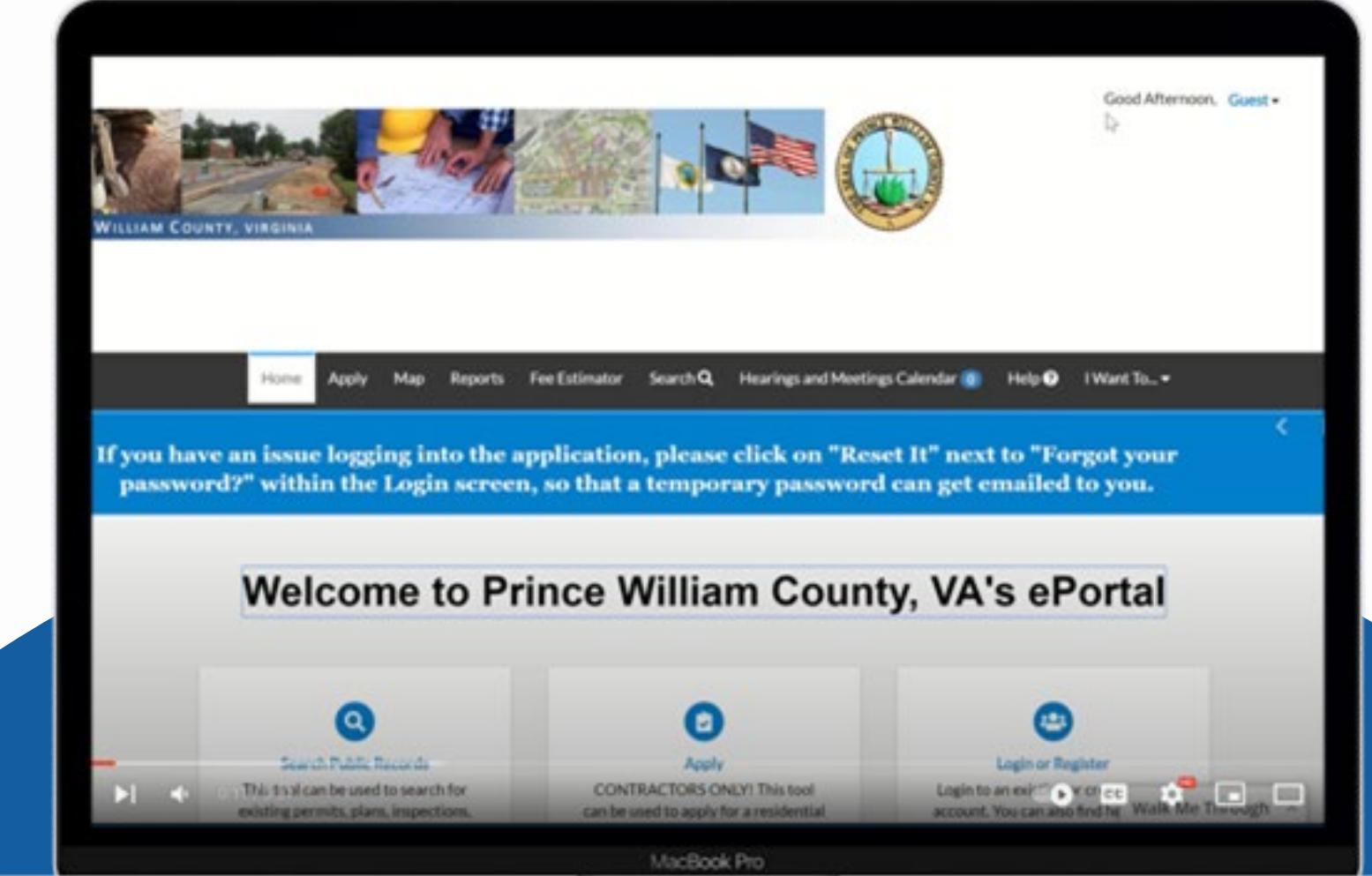
Name	Purpose	Justification	Proposed Fee
Case Reactivation Fee	To resume a Rezoning, Special Use Permit, or Proffer Amendment case that has been dormant for more than 12 months and the case has not been formally withdrawn by applicant.	To cover the delta from previous years fee increases and offset cost of new reviews	25% of original fee (REZ, SUP, Proffer Amendment)



# PRINCE WILLIAM COUNTY

# Public Works

By: Khattab Shammout, Director

A screenshot of the Prince William County ePortal website, displayed on a MacBook Pro. The website features a header with the county's name, a banner image showing various public works scenes, and a navigation menu with links like Home, Apply, Map, Reports, Fee Estimator, Search, Hearings and Meetings Calendar, Help, and I Want To. A message in the center of the page reads: "If you have an issue logging into the application, please click on "Reset It" next to "Forgot your password?" within the Login screen, so that a temporary password can get emailed to you." Below this, a main heading says "Welcome to Prince William County, VA's ePortal" and there are three callout boxes: "Search Public Records" (described as a tool for searching permits, plans, inspections), "Apply" (described as a tool for contractors applying for permits), and "Login or Register" (described as a tool for logging into an account or creating a new one).

Good Afternoon, Guest

WILLIAM COUNTY, VIRGINIA

Home Apply Map Reports Fee Estimator Search Hearings and Meetings Calendar Help I Want To

If you have an issue logging into the application, please click on "Reset It" next to "Forgot your password?" within the Login screen, so that a temporary password can get emailed to you.

Welcome to Prince William County, VA's ePortal

Search Public Records

Apply

Login or Register

# Development Fees



**PRINCE WILLIAM**  
Public Works

## Proposed Fee Increases (base fee amounts)

- **Public Works**
  - 8.5% Fee Increase on base fees

# Revised Public Works Fees



**PRINCE WILLIAM**  
Public Works

Name	Purpose	Proposed Fee
14. CCTV Storm Sewer / Underdrain Inspections (CCTV Punch lists expire within 18 months from initial inspection)	Adjusting minimum fee by 66% or \$242.10	\$607.60
b. Residential minimum fee		
c. Non-residential 25% rigid storm sewer pipe system >250LF, per linear foot	Changing "bonded" to "rigid storm sewer"	\$3.30
15. CCTV Storm Sewer / Underdrain Re-Inspections (CCTV Punch lists expire within 18 months from initial inspection)	Adjusting minimum fee by 66% or \$242.10	\$607.60
a. Work or site is not ready for inspection as defined in Camera Van policy. Not ready is defined as all of the required items for the requested inspection have not been installed and/or the work is not complete.		
b. Work or site is ready for inspection as defined in Camera Van policy, but deficiencies are identified. The reinspection fee shall be charged for each subsequent inspection over two when the identified deficiencies have not been corrected.	Adjusting minimum fee by 66% or \$242.10	\$607.60
c. Non-residential first reinspection for punch list deficiencies	Adjusting minimum fee by 66% or \$242.10	\$607.60



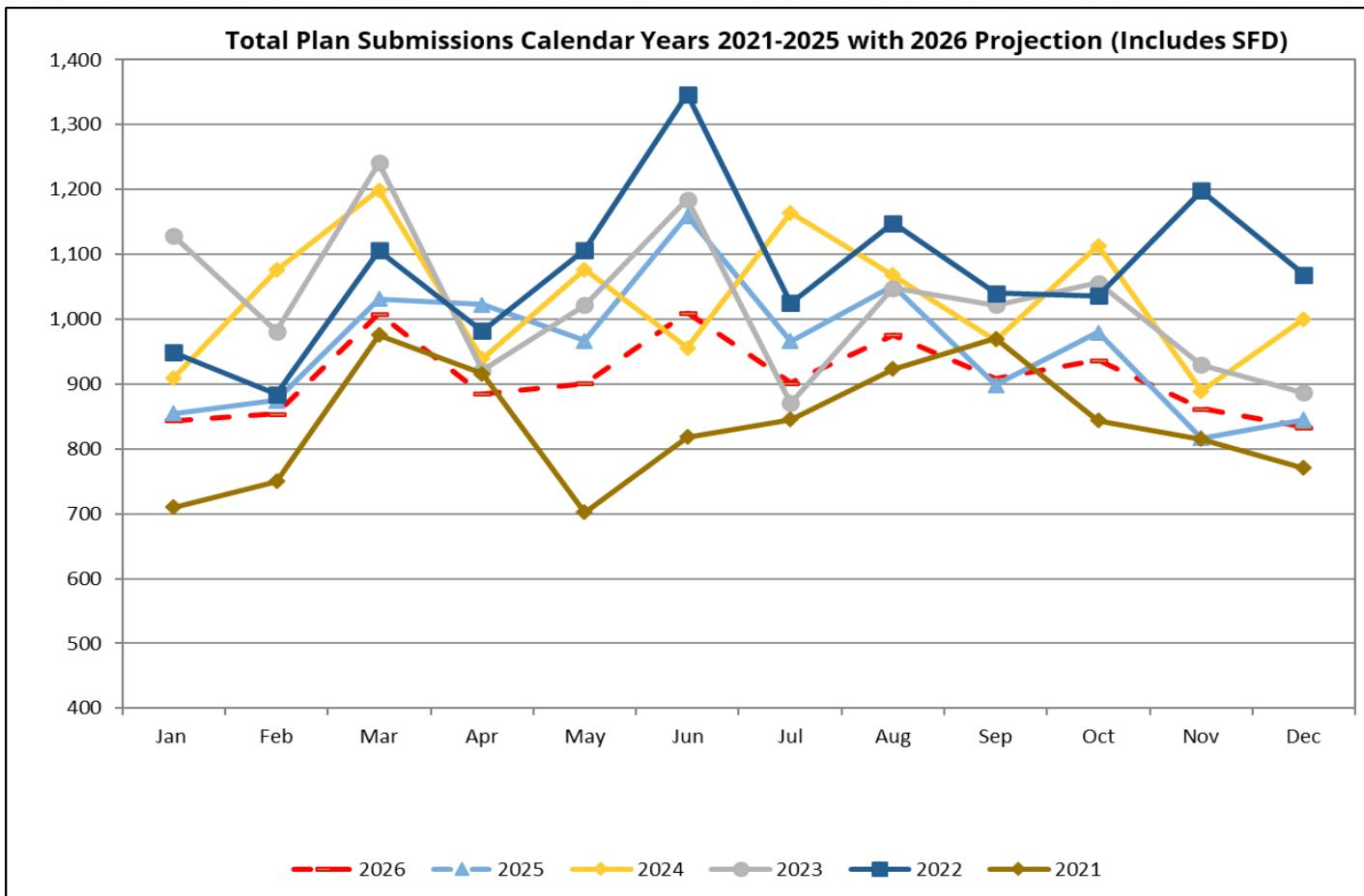
# Commercial Development Committee

## January 21, 2026

A faint, light blue outline of the state of Virginia, with the outline of Prince William County highlighted in a darker shade of blue.

*Ricky O'Connor  
Development Services*

# Building Plan Submissions



	2026 Projected	2025	2024	2023	2022	2021
<b>Total Plan Submissions:</b>	<b>10,921</b>	<b>11,468</b>	<b>12,359</b>	<b>12,292</b>	<b>12,891</b>	<b>10,040</b>



# Performance/Workload Data



## Building Plan Review

### First Half (Jul-Dec)

#### ◆ New Structures (target 4.5 weeks)

- Number of plans
- Average weeks for first review

	FY23	FY24	FY25	FY26
➤ Number of plans	28	23	41	30
➤ Average weeks for first review	3.49	3.11	3.24	3.68
◆ Tenant Layout (target 2.3 weeks)				
➤ Number of plans	113	116	100	115
➤ Average weeks for first review	2.03	1.88	1.81	1.81

# Performance/Workload Data



## Commercial New Structures

### First Half (Jul-Dec)

- ◆ Number of approved plans
- ◆ Average reviews to approval
- ◆ Average days to approval
  - County time
  - Applicant time/Outside Agencies time

	FY23	FY24	FY25	FY26
◆ Number of approved plans	24	15	39	22
◆ Average reviews to approval	3.40	3.67	3.85	3.91
◆ Average days to approval				
➤ County time	59	73	123	62
➤ Applicant time/Outside Agencies time	117	128	179	122

**Total Plans** = include major and minor plans. (minor plans: canopy, dumpster enclosure, kiosk, flag pole, etc.)

# Performance/Workload Data



## Commercial New Structures

### First Half (Jul-Dec)

- ◆ Number of approved plans
- ◆ Average reviews to approval
- ◆ Average days to approval

➤ County time

➤ Applicant time/Outside Agencies time

	FY23	FY24	FY25	FY26
◆ Number of approved plans	8	8	8	7
◆ Average reviews to approval	3.13	3.75	4.25	3.29
◆ Average days to approval				
➤ County time	131	69	115	73
➤ Applicant time/Outside Agencies time	103	146	188	128

**Major Plans** = New Construction (projects that bring in revenue).

Excludes the following plans: targeted plans, apartments and apartment-related, condos and condo-related, public schools, churches and other minor projects.

# Performance/Workload Data



## Tenant Layout

### First Half (Jul-Dec)

- ◆ Number of approved plans
- ◆ Average reviews to approval
- ◆ Average days to approval
  - County time
  - Applicant time/Outside Agencies time

### Total Plans

	FY23	FY24	FY25	FY26
◆ Number of approved plans	82	125	100	106
◆ Average reviews to approval	2.55	2.58	2.73	2.86
◆ Average days to approval				
➤ County time	27	29	25	26
➤ Applicant time/Outside Agencies time	61	65	64	56

# Performance/Workload Data



## Tenant Layout

### First Half (Jul-Dec)

- ◆ Number of approved plans
- ◆ Average reviews to approval
- ◆ Average days to approval
  - County time
  - Applicant time/Outside Agencies time

% of plans targeted & expedited

### Excluding Expedited and Targeted Plans

	FY23	FY24	FY25	FY26
Number of approved plans	74	119	85	92
Average reviews to approval	2.51	2.57	2.67	2.79
Average days to approval				
County time	27	27	26	25
Applicant time/Outside Agencies time	60	66	64	56
% of plans targeted & expedited	10%	5%	15%	13%



# Performance/Workload Data



## Site Plans

### First Half (Jul-Dec)

	FY23	FY24	FY25	FY26
◆ Number of approved plans	23	32	18	43
◆ Average reviews to approval	3.78	4.50	4.61	4.49
◆ Average days to approval				
➤ County time	54	87	145	130
➤ Applicant time/Outside Agencies time	243	284	396	236

# Performance/Workload Data



## Permits Issued

### First Half (Jul-Dec)

	FY23	FY24	FY25	FY26
◆ Site permits issued	93	84	79	72
◆ Building permits issued – NS	28	36	31	37
◆ Building permits issued – TLO	370	364	370	342

# Performance/Workload Data



## Occupancy Permits Issued

### First Half (Jul-Dec)

	FY23	FY24	FY25	FY26
◆ Occupancy permits issued – NS	26	17	10	16
◆ Occupancy permits issued – TLO	102	85	124	100
◆ OP issued – Change of Tenant	45	51	58	37
◆ Building – New Residential	277	348	402	381
◆ Occupancy – New Residential	641	456	376	494

# FY27 Proposed Fees



Fee Schedule	Proposed Change
Building Development	3.5%
Fire Marshal's Office	7.0%
Land Development	8.5%
Planning	15.0%



# Questions?

