

Rouss City Hall
15 North Cameron Street
Winchester, VA 22601

Telephone: (540) 667-1815
FAX: (540) 662-3351
TDD: (540) 722-0782
Website: www.winchesterva.gov

Right-of-Way Work Permit Fee Schedule

Permit Fees

1. A nonrefundable Administrative Fee of seventy five dollars (\$75.00) shall be charged to offset the cost of reviewing and processing the permit application
2. Additive costs shall be applied as indicated below and shall be charged to offset the cost of inspecting the project work. The Public Services Department designee will determine the total permit fee using the following schedule:

Description	Fee
Administrative Review and Processing	\$75.00 each permit
No additional administrative fee for restoration	
Traffic Control	
Road/Alley/Lane Closure	\$50.00 per day w/approved detour
Sidewalk Closure	\$50.00 for up to 30 days
Temporary Dumpster or Storage Container	\$50.00 for each 30 days; 90 days maximum
Driveway/Entrances	
Residential	No additional fee
Commercial	\$100.00 each
Sidewalks	
Replacement/Installation	\$50.00 for up to 50-feet \$100.00 per each additional 50-feet
ADA Ramps	\$50.00 each
Curb and Gutter	
	\$50.00 for up to 50-feet \$10.00 for each additional 50-feet
Utilities, Cable, Electric, Gas, Telephone	
Pole Installation/Relocation Within City Sidewalk	\$25.00 each

Pole Installation Outside of Sidewalk	No additional Fee
Underground Conduit/Utility Installation	\$100.00 for up to 1,000-feet
	\$25.00 for each additional 1,000-feet
Utility Manhole/Structure	\$25.00 each
Utility Cuts/Test Pits (Any Type) in Asphalt or Concrete	\$25.00 each
Pedestals	\$25.00 each
Cabinets	\$25.00 each
Service Line – Above Ground	No additional fee
Service Line – Underground Requiring New Excavation	\$25.00

3. Time extensions for active permits shall incur a monetary charge equal to the application administration fee of the initial permit. Expired permits may be reinstated; however, fees for reinstatement of expired permits shall equal the application administrative fee.
4. If a permit is cancelled prior to beginning work, the application fee will be retained as compensation for costs incurred by the City during plan review.
5. The Public Services Department may establish an account to track plan review and inspection costs and may bill the permittee not more often than once per 30 calendar days. If an account is established for these costs, the permittee shall be responsible for the nonrefundable application administrative fee and the billed costs.