



Department of Planning Permits and Inspections Division

FOIA Request Rates

2405 Courthouse Drive, Room 100

Virginia Beach, VA 23456

Phone (757) 385-4211

Fax (757) 385-5777

Research and Letter Draft:

*****If no document copies are requested, research fees only apply.*****

Research fee (1 hour minimum) \$15.00 hour

Duplication Charges:

Standard Sheet Sizes (Letter, Legal, Ledger) \$0.05 page

Plan Sheets (Standard FOIA):

-Size C Sheet (approx. 17" X 22")	\$0.52 page
-Size D Sheet (approx. 22" X 34")	\$1.02 page
-Size E Sheet (approx. 34" X 44")	\$1.54 page

Plan Sheets (City Attorney or Subpoena FOIA*):

-Size C Sheet (approx. 17" X 22")	\$0.78 page
-Size D Sheet (approx. 22" X 34")	\$1.53 page
-Size E Sheet (approx. 34" X 44")	\$2.31 page

*additional copies must be filed with City Attorney's Office.

Certificates of Occupancy:

Refer to Certificates of Occupancy Fee Schedule.