



ITEM SUMMARY

MEETING DATE: August 1, 2022

FROM: Caryn Gardner-Young, Zoning Administrator

SUBJECT: **Resolution 2022-30**
DNS Fee Schedule

BACKGROUND

Various Ordinances have recently been adopted by the City Council which require an amendment to the Development and Neighborhood Services (DNS) Fee Schedule. Through Ordinance 2022-11, the City Council adopted new Plat procedures. To assign fees to these new processes, the DNS Fee Schedule needs to be amended. In addition, through Ordinances 2022-17 and 2022-19, the City Council adopted new Engineering and Right-of-Way Permit procedures which fees also need to be included in the DNS Fee Schedule. Lastly, we needed to perform some housekeeping modifications. These included changing the name of the Land Development Staff to Development Review Committee, correcting any advertisement fees which were listed incorrectly either as requiring a fee or not listing a fee and deleting the subdivision petition since this is covered in the new Plat petition. See attached fee schedule

ANALYSIS

City Staff is proposing the fee schedule changes to reflect adoption of new processes or procedures such as the new Plat process and newly adopted Engineering and Right-of-Way permits. The fees are to cover the cost of staff processing the permits or petitions. In addition, there is a need to update the Fee Schedule to show the current name of committees (Land Development Staff to Development Review Committee), to delete a duplicate petition (Subdivision petition is contained in the Plat petition) and to correct the advertisement fees for petitions which either require advertisement or do not.

FINANCIAL INFORMATION

Based on projected case volumes for FY 2022, the revised fees are estimated to increase revenue by approximately \$5,000. Most of the processes are already in place, we are just clarifying the process and carrying the fees over.

LEGAL

Resolution 2022-30 was prepared in accordance with all applicable State Statutes and City Code requirements.

STAFF RECOMMENDATION

Approval of amendments to the schedule of application fees through the adoption of Resolution 2022-30.