

CITY OF LYNDEN

EXECUTIVE SUMMARY



Meeting Date:	January 10, 2024
Name of Agenda Item:	Unified Fee Schedule and Bldg Valuation Data– Community Development
Section of Agenda:	Discussion
Department:	Community Development Department
Attachments:	
Unified Fee Schedule, Proposed Building Valuation Data Table as Res 24-1088, Fee Comparison Example	
Summary Statement:	
<p>The Finance Department has been collecting the city’s fee information into one document so they can be reviewed within a single schedule. As part of this effort the Community Development Department has gathered building permit and land use application fees. The Community Development Committee discussed these fee increases at the December meeting concluding that the flat fees associated with permits would be increased by 25%. The resulting increase was presented to full council within a unified fee schedule at the January 2 meeting. This schedule is slated to return on January 16th for a final decision.</p> <p>Also on the agenda for the January 16th meeting is Res 24-1088 representing an update to the city’s Building Valuation Data (BVD) table. The table is used to establish a minimum value associated with construction projects. This is important because the largest fee assessed for a building services is the building permit fee which is based on the value of the project. Generally, the more costly a project is, the more staff time will be needed to review the project. Most permits submitted to the city include values which are higher than those of the proposed BVD table – in which case the higher value is used to calculate the building permit fee. However, the table is a useful tool to ensure that no valuation drops below the city’s adopted standard for the purposes of calculating permit fees.</p> <p>The BVD table is based on information released by the International Code Council (ICC) representing the national average for construction costs. The city is currently using a BVD table released by the ICC in 2016. Staff is proposing this table be updated to the data released in August of 2021.</p> <p>An example of the impact the fee increase will have on a 2000 sf single-family home has been included with this item.</p>	
Recommended Action:	
Review and provide feedback in preparation for the January 16 th hearing on the BVD table and the decision on the Unified Fee Schedule.	