



CITY COUNCIL ACTION FORM

DEPARTMENT	PRESENTED BY	DATE
Planning	Franco Palumbo - Planning Technician	May 2, 2023

ITEM

Resolution No. 2023-24 – A Resolution of the City Council for the City of Salida, Colorado Amending the 2023 Fee Schedules Regarding Development Services.

BACKGROUND

With this Resolution, staff is proposing to update fees, addressing missing services, and modifying language regarding Inclusionary Housing In-Lieu fees on the 2023 Adopted Fee Schedule.

- 1) The first amendment is updating fees to adjust with the current cost to provide such services. Some fees have not been significantly updated since Resolution No. 2019-64. Most fees will not be adjusted from the current fee schedule.
- 2) The second amendment is the addition of applications and services not specifically called out in the existing fee schedule. Some services were removed. Staff added consultation time for applications that involve pre-application conferences and conceptual reviews.
- 3) The third amendment is the clarification of language for the inclusionary housing in-lieu fees. The addition of a formula for fractional units in an inclusionary housing development.

FISCAL NOTE

An adjustment to applications and fees will be a minimal increase enough to cover staff's time, services, and materials. Periodic updates to the fee schedule occurred through the recent years.

STAFF RECOMMENDATION

Staff recommends that the updated City of Salida fee schedule for Development Services be approved by City Council.

SUGGESTED MOTION

A Council person should move to "Approve Resolution No. 2023-24 amending the 2023 Fee Schedules Regarding Development Services."



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Attachments:
Resolution No. 2023-24
2023 Fee Schedule for Development Services as amended.
Diagram for Fractional Inclusionary Housing Development

RESOLUTION NO. 24
(Series 2023)

A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF SALIDA, COLORADO
AMENDING THE 2023 FEE SCHEDULES REGARDING DEVELOPMENT SERVICES

WHEREAS, the Salida Municipal Code (“Code”) establishes rules and regulations for the operations of the City of Salida (“City”) and provides for the establishment of fees for various City services throughout the Code; and,

WHEREAS, the City relies upon fees to provide many services to its customers and citizens; and,

WHEREAS, fees associated with the services provided by the City require adjustment from time to time to account for the increase in the costs to provide such services, as well as for the implementation of new services and regulations, or applicable amendments to the Code; and,

WHEREAS, on December 20, 2022, the City Council adopted the 2023 Fee Schedules via City Resolution No. 2022-60; and,

WHEREAS, it was determined that fees being charged for Community Development services staff time were not aligning with comparable metrics or current staff time and compensation costs to provide such services; and,

WHEREAS, in 2019, Walker Consultants performed a Downtown Salida Parking Study, recommending a gradual increase of Parking Occupier Fee in the CBEO, reflecting construction cost at time of development; and,

WHEREAS, city staff additionally found applications and services not specifically called out along with staff consultation time; and,

WHEREAS, to clarify language within Inclusionary Housing Fee Schedule, grammatical adjustments are recommended for applicable developments and land uses; and,

WHEREAS, a formula illustrating fractional in-lieu fees calculations for development is recommended to be added to the Inclusionary Housing Fee Schedule; and,

WHEREAS, Council has determined the amended and additional fees regarding development services, as included in Exhibit A, attached hereto and incorporated herein, are appropriate, desirable, prudent, and in the best interest of the residents, customers, businesses, and taxpayers of the City.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SALIDA, COLORADO THAT:

1. The Salida City Council incorporates the foregoing recitals as its conclusions, facts, determinations and findings.
2. This resolution and accompanying amended Fee Schedules are intended to supersede all previous fee schedules adopted by the City Council.
3. Effective upon approval, the City hereby adopts the amended 2023 Fee Schedules (applicable updated portions are attached hereto as Exhibit A).

RESOLVED, APPROVED, AND ADOPTED this 2nd day of May, 2023.

CITY OF SALIDA

By: _____
Dan Shore, Mayor

[SEAL]

ATTEST: _____
City Clerk/Deputy City Clerk

Exhibit A
Fees and Charges for Development Services 2023



Fees and Charges for Development Services 2023

TYPE OF APPLICATION	FEE	
Administrative Review (unless specified below)	\$200.00	
Accessory Dwelling Unit (ADU)	\$200.00 to be applied toward subsequent building permit	
<u>Insubstantial Modification PD</u>	<u>\$250.00</u>	
Administrative variance	\$250.00	
Amended plat	\$250.00	
Lot line adjustment/Elimination/Duplex Conversion/Condo Plat	\$300.00	
Small Cell Facility—Eligible Facilities Request (i.e., collocated with an existing facility)	\$500.00 per application for up to five (5) facilities, plus \$100.00 for each additional facility beyond five (5)	
Small Cell Facility—Stand Alone Facilities (i.e., not a collocation)	\$1,000.00 per facility	
Limited Impact Review (unless specified below)	\$500.00	
Variance (reviewed by Board of Adjustment)	\$500.00	
Nonresidential or mixed-use 20,001 s.f.–50,000 s.f. gross floor area	\$500.00	
Large alteration	\$500.00	
Minor subdivision	\$550.00 + \$50.00 per lot	
Conditional use permit	\$500.00	
Major Impact Review (unless specified below)	\$1,250.00	
Multi-family, 20 or more units in project, without regard to phasing ²	\$1,250.00	
Nonresidential or mixed-use, 50,001 sq. ft. > greater gross floor area ²	\$1,250.00	
Planned development ²	\$1,250.00	
Rezoning ²	\$500.00	
Right-of-way vacation ²	\$500.00	
Plat vacation ²	\$500.00	
Major subdivision ²	\$1250.00 + \$50.00 per lot	
Other types of applications		
Building Permit (Commercial & Multi-family)	20% of Building Dept or \$100.00 Minimum	
Building Permit (Residential)	20% of Building Dept or \$50.00 Minimum	
<u>Building Permit Plan Change (Building Footprint, Additional s.f., Change of Use)</u>	<u>Commercial \$100.00 / Residential \$50.00</u>	
<u>Sign Permit Review/Comprehensive Sign Plan Review</u>	<u>\$50.00 each</u>	
<u>Comprehensive Sign Plan Review</u>	<u>\$50.00-</u>	
Creative Sign	<u>\$150.00</u> \$100.00	
<u>Flood Plain Review</u>	<u>\$100.00</u>	
Annexation ²	\$1,000.00	
Pre-Annexation agreement ²	\$500.00	
Appeal-decision of Commission or Board or Interpretation ²	<u>\$250.00</u> \$150.00	
<u>Substantial Modification PD²</u>	<u>\$750.00</u>	
License to encroach ²	\$150.00	
Certificate of Approval	Minor \$50.00/Major <u>\$200.00</u> \$100.00	
Designation of a Historic Landmark, District or Site	<u>\$500.00</u> \$150.00	
Developer or Business Parking Occupier Fee for Central Business Economic Overlay <u>(CBEO) per Section 16-5-90</u>	<u>\$5000 per space or \$750 a space per year for 10 years</u> \$250 per space per year for 10 years; or \$2,500 per space	
Fee in lieu of open space fees (residential subdivisions)	\$3,000.00 per residential	
Fee in lieu of open space fees (Condominiums with 5 or more)	\$2,000.00 per condo unit	
Recording of Plats	Per Chaffee County Clerk & Recorder fee schedule	
Fee in lieu of Fair Contributions to public School sites	Single-Family Detached	\$569
	Single-Family Attached	\$480
	Multi-Family Unit / ADU	\$212
<u>Can and Will Serve Letter²</u>	<u>\$200.00</u>	
<u>Title 32 Special District Service Plan²</u>	<u>\$1,000.00</u>	
<u>Conceptual Review Application</u>	<u>\$100.00</u>	
<u>Pre-Application Meeting: Planning Staff Only</u>	<u>\$75.00 per hour</u>	
<u>Pre-Application Meeting: Multidepartment</u>	<u>\$150.00 per hour</u>	
<u>Tree Deposit</u>	<u>\$300.00</u>	
<u>Zoning Verification Letter</u>	<u>\$50.00</u>	



1. Any application may incur the cost of one or more of the above listed items.
2. In the event the City must retain professional services to process or evaluate an application, the applicant shall bear the costs for review, including consultants and attorney review time. A deposit of 2x the application fee to cover the reasonable anticipated costs for publication of notice and outside professional services shall be required from the applicant at the time of the application. Any balance of the deposit remaining after completion of the review shall be refunded. If the deposit is insufficient for the costs incurred, the Applicant shall pay the additional amounts within fifteen (15) days of invoice.

Inclusionary Housing In-Lieu Fees:

Inclusionary housing requirements apply to Annexations, Planned Developments, Minor and Major Subdivisions, Condominium Plats, Duplex Conversion Subdivisions, and Multi-Family rental projects of five (5) or more units. The in-lieu fee option is only available for the fractional portion above the number of inclusionary housing units required to be built and deed-restricted in a development and where the total number of proposed lots or built primary units in a development is five (5) or less.

If an applicant opts to pay an in-lieu fee to satisfy the inclusionary housing requirement as permitted by Sec. 16-13-30 of the Salida Municipal Code, the fees shall be calculated as described here, ~~based upon the date of building permit application submittal~~, and shall be due ~~no later than~~ prior to issuance of the certificate of occupancy for each unit or based on Article 13 of the Salida Land Use code:

- (a) The in-lieu fee for each for-sale unit within the applicable development shall be:

\$19.97 per square foot of the principal unit (excluding garages)

- (b) The in-lieu fee for each unit within a multi-family rental project of five (5) or more units under single ownership and on the same lot (whether attached or not) shall be:

\$3.00 per square foot of the rental unit (excluding garages)*

*Should such a unit be converted to a saleable unit (via subdivision, condominiumization, etc.), the applicant shall be responsible for paying the difference between the rental unit in-lieu fee originally paid and the for-sale unit in-lieu fee applicable at the time of such conversion, unless the requisite number of inclusionary housing units are then deed-restricted.

***When calculating in-lieu fee for fractional units the following formula will be used:**

(psf rate) x (sq. ft.) x (# of MR units not "covered" by built IH units / total # MR units)

Example: a 14-unit development builds 2 IH units and 12 Market rate units, and pays the In-lieu fee for the remaining two-sixths of a built IH unit:

(\$19.97) x (1500 s.f.) x (2/12) = \$4992.50 paid by all 12 market rate units

psf rate = Per Square Foot Rate

MR = Market Rate

IH = Inclusionary Housing Unit

Updated 05/02/2023

One (1) out of every six (6) units must meet inclusionary housing (IH) requirements. Therefore, a 14-unit development requires $14/6 = 2.33$ IH units. The whole-number units must be built.



MR

MR

MR

MR

MR

IH



MR

MR

MR

MR

MR

IH



MR

MR

This formula calculates the IH fee for any remaining units (i.e. not "covered" by built IH units), and spreads that fee across all the market rate (MR) units in the development.

$$\begin{aligned} & (\text{IH fee per square foot}) \\ & \times (\text{\# of square feet}) \\ & \times \left(\frac{\text{\# of MR units not "covered" by built IH units}}{\text{total \# MR units}} \right) \\ & = \$ \text{ Amount owed prior to C.O. for that MR unit} \end{aligned}$$