



CITY COUNCIL ACTION REPORT

February 19, 2008

TO: Phillip L. Nelson, City Manager

FROM: Brian P. Murphy, Assistant City Manager/Economic Development Services
Mark F. Miller, Planning Director

SUBJECT: Planning Department Proposed Fee Increases

Background:

- The Planning Department established a fee schedule for Planning Department activities.
- The fee schedule has not been updated since 2003.
- Overall, the proposed Planning Department Fees allow the City of Troy to be competitive with adjacent communities.
- The proposed fee schedule better covers the cost of time required to accomplish the related tasks and cost of personnel performing these tasks.
- The Proposed 2008 Planning Department Application Fees list is attached.

Financial Considerations:

- The Development Approval/Permit Process prepared by Zucker Systems recommended that the City consider fee increases as necessary to meet suggested performance standards and technology improvements.
- The Planning Department is projected to bring in \$27,850 more in revenues with the revised fees in 2008/2009.

Legal Considerations:

- City Council has the authority to amend application fees.

Policy Considerations:

- Amending the fees would be consistent with City Council Goal II (Minimize the cost and increase the efficiency and effectiveness of City government).

Options:

- City Council can amend or not amend the fee increases.

Attachments:

1. Planning Department Proposed 2008 Application Fees.
2. Planning Department Revenues.

Prepared by RBS/MFM

G:\Planning Fees\planning dept 2008 fee increases memo.doc

**PLANNING DEPARTMENT
PROPOSED 2008 APPLICATION FEES**

SERVICES:

Item	Current Fee	Proposed Fee
Rezoning Request	\$1500	\$1800
Conditional Rezoning Request	\$2300 (\$1500 rezoning request + \$800 site plan review)	\$2800 (\$1800 rezoning request + \$1000 site plan review)
Final Site Plan Review	\$100	No change
Site Plan Review	\$800	\$1000
Final Site Plan Review	\$100	No change
Site Plan Renewal (before expires)	\$500	No change
Special Use Request	\$1500	\$1800
Special Use Request Renewal (before expires)	\$500	No change
Final Site Plan Review	\$100	No change
Zoning Text Amendment	\$1000	\$1500
Street Vacation Request	\$400	\$500
Zoning Compliance Letter	\$100	No change
P.U.D. - Pre Application Meeting	No Fee	No change
P.U.D. - Concept Development Plan Review	\$1500.00	\$3000.00
P.U.D. - Preliminary Development Plan Review	\$1500.00	No change
P.U.D. – Final Development Plan Review	\$100.00	\$500.00
P.U.D. Consultant Fees	Direct reimbursement of ALL Planning Consultant	No change
P.U.D. Compliance Inspection	No fee	\$100/hour
Subdivision - Tentative Preliminary Plat Review**	\$500 plus \$10 per unit	\$1000 plus \$10 per unit
Subdivision - Final Preliminary Plat Review	\$100 plus \$10 per lot	No change
Subdivision - Final Plat Review	\$100 plus \$10 per lot	No change
Subdivision Approval Renewal (before expires)	\$500 plus \$10 per lot	No change

Item	Current Fee	Proposed Fee
Site Condominium - Preliminary Site Plan Review	\$500 plus \$10 per unit	\$1000 plus \$10 per unit
Site Condominium – Final Site Plan Review	\$100 plus \$10 per unit	No change
Site Condominium Approval Renewal (before expires)	\$500 plus \$10 per unit	No change
Public Hearing Re-Notification	\$300 per public hearing	No change
Site Plan Compliance - Re-Inspection	No Fee	\$100 per hour

** Fee approved by ordinance amendment.

PLANNING DEPT. REVENUES

<u>APPLICATIONS</u>	<u>FEE</u>	<u>REVISED FEES</u>	<u>2004/05</u>	<u>2005/06</u>	<u>2006/07</u>	<u>2007/08 proj</u>	<u>2008/09 proj</u>	<u>2008/09 proj - revised fees</u>
SITE PLAN REVIEWS - PRELIM	\$800.00	\$1,000.00	\$15,200.00	\$16,800.00	\$11,200.00	\$16,000.00	\$16,000.00	\$20,000.00
SITE PLAN REVIEWS - FINAL	\$100.00	\$100.00	\$1,000.00	\$1,900.00	\$2,100.00	\$1,600.00	\$2,200.00	\$2,200.00
SPECIAL USE REQUESTS - PRELIM	\$1,500.00	\$1,800.00	\$9,000.00	\$15,000.00	\$33,000.00	\$15,000.00	\$30,000.00	\$36,000.00
SPECIAL USE REQUESTS - FINAL	\$100.00	\$100.00	\$200.00	\$600.00	\$1,000.00	\$2,200.00	\$1,000.00	\$1,000.00
SITE CONDOMINIUM REVIEWS - PRELIM	\$500.00 *	\$1,000.00 *	\$6,300.00 (D)	\$3,500.00 (D)	\$4,200.00 (D)	\$3,500.00 (D)	\$7,000.00 (D)	\$12,000.00 (D)
SITE CONDOMINIUM REVIEWS - FINAL	\$100.00 *	\$100.00 *	\$1,080.00 (D)	\$2,700.00 (D)	\$1,500.00 (D)	\$1,800.00 (D)	\$1,500.00 (D)	\$1,500.00 (D)
REZONING REQUESTS	\$1,500.00	\$1,800.00	\$24,000.00	\$25,500.00	\$15,000.00	\$15,000.00	\$30,000.00	\$36,000.00
CONDITIONAL REZONING REQUEST	\$2,300.00	\$2,800.00	\$0.00	\$0.00	\$4,600.00	\$4,600.00	\$11,500.00	\$14,000.00
ZONING ORDINANCE TEXT AMENDMENTS	\$1,000.00	\$1,500.00	\$2,000.00 (A)	\$5,000.00 (E)	\$3,500.00 (E)	\$500.00 (F)	\$0.00	\$0.00
PLANNED UNIT DEVELOPMENTS - CDP	\$1,500.00	\$3,000.00	\$3,000.00	\$1,500.00	\$4,500.00	\$7,500.00	\$7,500.00	\$15,000.00
PLANNED UNIT DEVELOPMENTS - PDP	\$1,500.00	\$1,500.00	\$1,500.00	\$3,000.00	\$1,500.00	\$4,500.00	\$7,500.00	\$0.00
PLANNED UNIT DEVELOPMENTS - FDP	\$100.00	\$500.00		\$100.00	\$200.00	\$100.00	\$500.00	\$2,500.00
PUD COMPLIANCE INSPECTIONS	(C)	\$100.00 per hr						\$600.00 (H)
PUD CONSULTANT FEE REIMBURSEMENT	varies	varies	\$9,502.50	\$16,000.00	\$27,455.00	\$50,000.00 (B)	\$50,000.00	\$50,000.00
STREET VACATION REQUESTS	\$400.00	\$500.00	\$400.00	\$1,600.00	\$800.00	\$2,000.00	\$2,000.00	\$2,500.00
ZONING VERIFICATION LETTERS	\$100.00	\$100.00	\$2,600.00	\$4,200.00	\$3,600.00	\$7,000.00	\$5,000.00	\$5,000.00
SITE PLAN COMPLIANCE INSPECTIONS	\$0.00 (C)		\$0.00 (C)	\$0.00 (C)	\$0.00 (C)	\$0.00 (C)	\$0.00 (C)	\$0.00 (C)
SITE PLAN COMPLIANCE RE-INSPECTIONS		\$100.00 per hr						\$1,250.00 (G)
PUBLIC HEARING RE-NOTIFICATION	\$300.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL FEES FOR APPLICATIONS			\$75,782.50	\$97,400.00	\$114,155.00	\$131,300.00	\$171,700.00	\$199,550.00
MISC. MAPS & COPIES	varies		\$907.00	\$753.00	\$403.00	\$1,000.00	\$1,000.00	\$1,000.00
TOTAL			\$76,689.50	\$98,153.00	\$114,558.00	\$132,300.00	\$172,700.00	\$200,550.00

* plus \$10 per lot

- (A) Estimated 2 are applicant paid
- (B) \$38,409 through 12-31-07
- (C) No fee at this time
- (D) Estimating 20 lots per project
- (E) Estimated 50% are applicant paid
- (F) Assumed applicant paid
- (G) Assumed 50% require re-inspection
- (H) Assumed 2 hrs. per inspection

Note: Using current fee schedule. Assuming that all items from previous year will proceed to final/next step the following year.