

# Memo

To: City Council

From: Todd Burtron; Melody Jones; Matt Skelton; Ken Alexander

Re: Summary for Fee Schedule Amendments- Parks & Rec, Economic & Comm Dev, Public Works

Please consider approval to amend fee & policy schedules as shown in the following comparison summaries.

## Parks & Recreation Fees & Policies

Description	2013	2014	Change
Parks Shelter Rentals	\$45/4 Hours	\$45/4 Hours	Same
Parks Annual Farm Land Rental- Osborne Park	\$150/acre for 20 acres	\$150/acre for 20 acres	Same
Parks Special Event Rental	Accessed per event (see Special Event Policy PK 01-11)	Accessed per event (see Special Event Policy PK 01-11)	Same
Parks Programming Fees	\$5-\$200 depending on program	\$5-\$200 depending on program	Same
Direct City Related Activities	No Rental Fee No Maintenance Fee No Public Safety Fee	No Rental Fee No Maintenance Fee No Public Safety Fee	Same
Joint Sponsored Events	No Rental Fee No Maintenance Fee No Public Safety Fee	No Rental Fee No Maintenance Fee No Public Safety Fee	Same
Civics and Service Organizations, Non-Profits	Rental Fee Applies Maintenance Fee Applies Public Safety Fee Applies (if necessary)	Rental Fee Applies Maintenance Fee Applies Public Safety Fee Applies (if necessary)	Same
Private Business, Organizations, and Citizens	Rental Fee Applies Maintenance Fee Applies Public Safety Fee Applies (if necessary)	Rental Fee Applies Maintenance Fee Applies Public Safety Fee Applies (if necessary)	Same
Rental Fee Inclusions	Rental fees include: Clean up prior to event, set up of additional trash receptacles (if needed), and trash removal after the event, any necessary furniture moving and on-site staff during event.	<b>All fees are final and non-refundable.</b> Rental fees include: Clean up prior to event, set up of additional trash receptacles (if needed), and trash removal after the event, any necessary furniture moving and on-site staff during event.	All fees are final and non-refundable.

<b>Economic and Community Development Department Building Fees</b>			
<b>Agriculture</b>	<b>Fee</b>	<b>Previous Value</b>	<b>+/-</b>
Agriculture/farm buildings which have major electrical, plumbing, sewage, or water installations	\$ 100	70	+30
per square foot	\$ 0.08	0.07	+0.01
Agriculture/farm buildings which DO NOT have major electrical, plumbing, sewage, or water installations	\$ 100	70	+30
<b>Residential</b>	<b>Fee</b>	<b>Previous Value</b>	<b>+/-</b>
Single Family/Two Family/Tri-Quad Dwelling	\$ 450	400	+50
per square foot	\$ 0.08	0.08	No change
Multi-Family dwelling	\$ 450	400	+50
per square foot	\$ 0.08	0.08	No change
Residential Addition	\$ 450	400	+50
per square foot	\$ 0.08	0.07	+0.01
Residential Accessory building/structures (storage buildings, detached carports/garages, other accessory structure with foundations, and in ground pools)	\$ 100	100	No change
per square foot	\$ 0.08	0.07	+0.01
<b>Non-Residential</b>	<b>Fee</b>	<b>Previous Value</b>	<b>+/-</b>
New Construction	\$ 450	400	+50
per square foot	\$ 0.10	0.10	No change
Commercial Addition	\$ 450	400	+50
per square foot	\$ 0.10	0.10	No change
Commercial Remodel/Tenant Finish	\$ 200	125	+75
per square foot	\$ 0.10	0.10	No change
<b>Other Fees</b>	<b>Fee</b>	<b>Previous Value</b>	<b>+/-</b>
Residential Certificate of Occupancy	\$ 100	75	+25
Commercial Certificate of Occupany	\$ 100	125	-25
Occupying Structure without C/O			
Residential	\$ 2,500	2500	No change
Commercial	\$ 5,000	5000	No change
Demolition	\$100 per Structure	\$100 per Structure	No change
Building Relocation	\$100 per Structure	\$100 per Structure	No change
Temporary Building/Sales Trailer	\$100 per month	\$100 per month	No change
Replacement Permit Card	\$ 25	25	No change
Accelerated Residential/Commercial Permit Review Fee	\$1,000 + Regular Fees	\$1000 + Regular Fees	No change
Commencing Construction without a permit			
Residential	\$ 400	400	No change
Commercial	\$ 1,250	1250	No change
<b>Inspections</b>	<b>New Fee</b>	<b>Previous Value</b>	<b>+/-</b>
<b>Residential-Required</b>			
Footing	\$ 50	50	No change
Foundation/Underslab Plumbing	\$ 50	50	No change
Rough-in (framing/roof, plumbing, mechanical, electrical)	\$ 50	50	No change
Insulation		50	-50

Dry-wall	\$	50	50	No change
Final	\$	50	50	No change
<b>Residential-When Applicable or Requested</b>				
Porch	\$	50	50	No change
Pre-Final	\$	50	50	No change
Energy/Insulation (RAD-RAC-UA-Prescriptive)	\$	50	50	No change
Trunkline	\$	50	50	No change
<b>Same Day Residential Inspection</b>	\$	100	100	No change
<b>After hours or weekend inspection (not to exceed 4 hrs-door to door-included inspection)</b>	\$	250	250	No change
<b>All other inspections as determined by the Commissioner</b>	\$	50	50	No change
<b>Commercial-Required</b>				
Footing	\$	90	90	No change
Foundation/Underslab Plumbing	\$	90	90	No change
Rough-in (framing/roof, plumbing, mechanical, electrical)	\$	90	90	No change
Insulation			90	90
Dry-wall	\$	90	90	No change
Final	\$	90	90	No change
Fire Marshal	\$	90	90	No change
<b>Commercial-When Applicable or Requested</b>				
Above Ceiling	\$	90	90	No change
Insulation(CAC-CRM-CAD-UA-Prescriptive)	\$	90	90	No change
Pre-Final	\$	90	90	No change
<b>All other inspections as determined by the Commissioner</b>	\$	90	90	No change
<b>Same Day Commercial Inspection</b>	\$	180	180	No change
				No change
<b>Pool-Required</b>				
Rough Bonding	\$	50	50	No change
Bonding Grid	\$	50	50	No change
Final	\$	50	50	No change
<b>Residential Re-inspections</b>				
First Re-inspection	\$	50	50	No change
Second Re-inspection	\$	100	100	No change
Third Re-inspection	\$	200	200	No change
Fourth Re-inspection	\$	400	400	No change
<b>Commercial Re-inspections</b>				
First Re-inspection	\$	90	90	No change
Second Re-inspection	\$	180	180	No change
Third Re-inspection	\$	360	360	No change
Fourth Re-inspection	\$	720	720	No change
<b>Failure to Schedule Inspection Res/Com</b>				
Residential	\$	250	250	No change
Commercial	\$	250	250	No change

**Economic and Community Development Department  
Zoning and Development Fees**

<b>Zoning Map Change</b>	<b>Fee</b>	<b>Previous Value</b>	<b>+/-</b>
<b>Standard Zoning District</b>	\$ 750	550	+200
per acre	\$ 30	25	+5
<b>Planned Unit Development District</b>	\$ 1,200	750	+450
per acre	\$ 30	25	+5
<b>PUD District Ordinance Amendment</b>	\$ 750	750	No change
per acre	\$ 30	25	+5
<b>Modification of Commitments</b>	\$ 400	New Fee	
<b>Subdivision</b>	<b>Fee</b>	<b>Previous Value</b>	<b>+/-</b>
<b>Primary Plat</b>			
Residential	\$ 750	550	+200
per lot	\$ 30	25	+5
Non-Residential	\$ 750	550	+200
per lot	\$ 30	25	+5
<b>Secondary Plat</b>			
Residential	\$ 450	350	+100
per lot	\$ 30	25	+5
Non-Residential	\$ 450	350	+100
per lot	\$ 30	25	+5
<b>Recorded Plat Amendment (Replat)</b>			
Residential	\$ 450	350	+100
per lot	\$ 30	25	+5
Non-Residential	\$ 450	350	+100
per lot	\$ 30	25	+5
<b>Condominium Review</b>	\$ 50	50	No change
per unit	\$ 10	New Fee	
<b>Certificate of Correction</b>	\$ 100	New Fee	
per lot	\$ 10	New Fee	
<b>Plat Vacation</b>	\$ 500	350 + 25/lot	+150
<b>Development Plan</b>	<b>Fee</b>	<b>Previous Value</b>	<b>+/-</b>
<b>Overall Development Plan (accompany Primary Plat)</b>			
Residential	\$ 700	450	+250

per acre	\$ 30	15	+15
Non-Residential	\$ 700	450	+250
per acre	\$ 30	15	+15
Multi-Family	\$ 700	450	+250
per acre	\$ 30	15	+15
Institution/Non-Profit	\$ 350	450	-100
per acre	\$ 30	15	+15
<b>Detailed Development Plan</b>			
Residential	See Building Fees		
Non-Residential	\$ 550	\$700+\$15/acre	-150
Multi-Family	\$ 550	\$700+\$15/acre	-150
Institution/Non-Profit	\$ 350	350	No change
<b>Admin Approval (accompany Primary Plat)</b>		450	
<b>Admin Approval (non-residential)</b>		700	
<b>Admin Approval (institutional/municipal/non-profit)</b>		350	
<b>Board of Zoning Appeals</b>	<b>Fee</b>	<b>Previous Value</b>	<b>+/-</b>
Variance of Development Standard	\$ 600	550	+50
each additional	\$ 100	50	+50
Variance of Use	\$ 550	550	No change
Special Exception	\$ 550	550	No change
Administrative Appeal	\$ 550	550	No change
<b>Institution/Non-Profit/Municipal</b>		\$250+\$25/additional	
<b>Any petition referred to TAC by Director</b>		\$550+\$100	
<b>Sign Permits</b>	<b>Fee</b>	<b>Previous Value</b>	<b>+/-</b>
Permit Review	\$ 100	100	No change
per square foot over 32 square feet	\$ 5	5	No change
<b>Sign Plan</b>		\$100	
<b>Other</b>	<b>Fee</b>	<b>Previous Value</b>	<b>+/-</b>
Certificate of Compliance	\$ 100	New Fee	
Administrative Determination	\$ 100	New Fee	
Temporary Use/Event Permit	\$ 100	100	No change
Fireworks Sales Permit	\$ 1,000	1,000	No change
Greenhouse Sales Permit	\$ 400	400	No change
<b>Temporary Structure Extension (Admin)</b>		750	

<b>Temporary Structure Extension (BZA)</b>		550	
<b>Zoning Ordinance Penalty/Violation</b>	<b>Fee</b>	<b>Previous Value</b>	<b>+/-</b>
Any person who violates, disobeys, omits, neglects or refuses to comply with, or who resists the enforcement of any provision of Title 16 shall be subject to judgement of not less than \$25 nor more than \$300 for each offense. Each day that a violation is permitted to exist shall constitute a separate offense.			No change
<b>Re-Review</b>	<b>Fee</b>	<b>Previous Value</b>	<b>+/-</b>
<b>All Zone Changes, Plats and Development Plans</b>		500	
<b>Institutional/Municipal/ Non-Profit Re-Review</b>		250	
<b>Planned Development District plans</b>	<b>Fee</b>	<b>Previous Value</b>	<b>+/-</b>
<b>PD Preliminary plan</b>		\$450+\$15/acre	
<b>PD Final plan</b>		\$300+\$15/acre	

**Department of Public Works  
Plan Review Fees**

<b>Rezone Plan Review Fees</b>	<b>Proposed Fee</b>		<b>Previous Fee (05-25)</b>		<b>+/-</b>
Plan Review Fee	\$100.00		included below		
Number of Sheets:					
1 to 20 sheets	\$25.00		\$250.00		(\$125.00)
21 to 40 sheets	\$50.00		\$300.00		(\$150.00)
41 to 60 sheets	\$75.00		\$350.00		(\$175.00)
61 to 80 sheets	\$100.00		\$400.00		(\$200.00)
Each additional 20 sheets	\$1.00	per sheet	\$450.00		(\$230.00)
<b>Planned Urban Development (PUD) Plan Review Fees</b>	<b>Proposed Fee</b>		<b>Previous Fee (05-25)</b>		<b>+/-</b>
Plan Review Fee	\$750.00		included below		
Number of Sheets:					
1 to 20 sheets	\$50.00		\$1,325.00		(\$525.00)
21 to 40 sheets	\$250.00		\$1,590.00		(\$590.00)
41 to 60 sheets	\$450.00		\$1,855.00		(\$655.00)
61 to 80 sheets	\$650.00		\$2,120.00		(\$720.00)
Each additional 20 sheets	\$20.00	per sheet	\$265.00	per set of 20	(\$585.00)
<b>Development Plan (each) Review Fees</b>	<b>Proposed Fee</b>		<b>Previous Fee (05-25)</b>		<b>+/-</b>
Plan Review Fee	\$750.00		included below		
Number of Sheets:					
1 to 20 sheets	\$50.00		\$1,325.00		(\$525.00)
21 to 40 sheets	\$250.00		\$1,590.00		(\$590.00)
41 to 60 sheets	\$450.00		\$1,855.00		(\$655.00)
61 to 80 sheets	\$650.00		\$2,120.00		(\$720.00)
Each additional 20 sheets	\$20.00	per sheet	\$265.00	per set of 20	(\$585.00)
<b>Specialty Plan Review &amp; Other Fees</b>	<b>Proposed Fee</b>		<b>Previous Fee (05-25)</b>		<b>+/-</b>
<b>Specialty Plan Reviews</b>					
Primary, Secondary & Construction Plan Sedimentation Control Plan	\$300.00		\$300.00		\$0.00
Fire Service Plan Review Fee	\$265.00		\$265.00		\$0.00
<b>Maintenance Bond / Letter of Credit Options</b>					
Performance Bond Letter of Credit ILO Bonds					
Letter of Credit ilo Performance Bond	1.5% of Improvement Costs		0.25% of Improvement Costs		1.25% Increase
Letter of Credit ilo Maintenance Bond	0.25% of Improvement Costs		0.25% of Improvement Costs		N/C
Set Fee per Bond (Cannot be used if less than LOC options above)	\$250.00		\$250.00		\$250.00
<b>Traditional Assurance</b>					
Performance Bond	Developer Cost		Developer Cost		N/C
Maintenance Bond	Developer Cost		Developer Cost		N/C

Department of Public Works Required Inspections					
<b>Erosion Control</b>	<b>Proposed Fee</b>		<b>Previous Fee (05-25)</b>		<b>+/-</b>
Perimeter Control Inspection (Preconstruction) <i>Inspection to be completed prior to any grading</i>	\$60.00	per hour	\$37.00	per hour	\$23.00
Monthly Erosion Control Inspection	\$60.00	per hour	\$37.00	per hour	\$23.00
Post Weather Event Walkthru (As Required)	\$60.00	per hour	\$37.00	per hour	\$23.00
Performance Bond Walkthru (Punchlist)	\$60.00	per hour	\$37.00	per hour	\$23.00
Punchlist Completion Inspection	\$60.00	per hour	\$37.00	per hour	\$23.00
Maintenance Bond Walkthru (Punchlist)	\$60.00	per hour	\$37.00	per hour	\$23.00
Punchlist Completion Inspection (Bond Release)	\$60.00	per hour	\$37.00	per hour	\$23.00
<b>Streets &amp; Curbs</b>	<b>Proposed Fee</b>		<b>Previous Fee (05-25)</b>		<b>+/-</b>
Subgrade Evaluation (Proof Roll)	\$60.00	per hour	\$37.00	per hour	\$23.00
Curb Under Drain Installation	\$60.00	per hour	\$37.00	per hour	\$23.00
Soil Stabilization (If Applicable)	\$60.00	per hour	\$37.00	per hour	\$23.00
Stone Base Inspection (Secondary Proof Roll)	\$60.00	per hour	\$37.00	per hour	\$23.00
Curb Placement	\$60.00	per hour	\$37.00	per hour	\$23.00
Asphalt Placement Inspection (Base)	\$60.00	per hour	\$37.00	per hour	\$23.00
Asphalt Placement Inspection (Binder)	\$60.00	per hour	\$37.00	per hour	\$23.00
Asphalt Placement Inspection (Tack Coat & Surface)	\$60.00	per hour	\$37.00	per hour	\$23.00
Concrete Pavement Inspection (If Applicable)	\$60.00	per hour	\$37.00	per hour	\$23.00
Sidewalk & Walking Path Inspection	\$60.00	per hour	\$37.00	per hour	\$23.00
Performance Bond Walkthru (Punchlist)	\$60.00	per hour	\$37.00	per hour	\$23.00
Punchlist Completion Inspection	\$60.00	per hour	\$37.00	per hour	\$23.00
Maintenance Bond Walkthru (Punchlist)	\$60.00	per hour	\$37.00	per hour	\$23.00
Punchlist Completion Inspection (Bond Release)	\$60.00	per hour	\$37.00	per hour	\$23.00
<b>Storm Sewers</b>	<b>Proposed Fee</b>		<b>Previous Fee (05-25)</b>		<b>+/-</b>
Daily Installation Inspection (Installation Quality Control)	\$60.00	per hour	\$37.00	per hour	\$23.00
Performance Bond Walkthru (Punchlist)	\$60.00	per hour	\$37.00	per hour	\$23.00
Pipe Televising Efforts	At Cost		Actual Cost		
Punchlist Completion Inspection	\$60.00	per hour	\$37.00	per hour	\$23.00
Maintenance Bond Walkthru (Punchlist)	\$60.00	per hour	\$37.00	per hour	\$23.00
Punchlist Completion Inspection (Bond Release)	\$60.00	per hour	\$37.00	per hour	\$23.00
<b>Monumentation &amp; Signage</b>	<b>Proposed Fee</b>		<b>Previous Fee (05-25)</b>		<b>+/-</b>
Regulatory Signage & Inspection (Prior to opening)	\$60.00	per hour	\$37.00	per hour	\$23.00
Traffic/Road Striping Inspection (Prior to opening)	\$60.00	per hour	\$37.00	per hour	\$23.00
Subdivision Boundary Inspection (If Required)	\$60.00	per hour	\$37.00	per hour	\$23.00
<b>Sanitary Sewers</b>	<b>Proposed Fee</b>		<b>Previous Fee (05-25)</b>		<b>+/-</b>
Daily Installation Inspection - On Site (Installation Quality Control)	\$60.00	per hour	\$37.00	per hour	\$23.00
Daily Installation Inspection - Off Site (Installation Quality Control)	\$60.00	per hour	\$37.00	per hour	\$23.00
Service Lateral/Connection Inspection - Non-residential (Quality Control)	\$60.00	per hour	\$37.00	per hour	\$23.00
Performance Bond Walkthru (Punchlist)	\$60.00	per hour	\$37.00	per hour	\$23.00
Pipe Televising Efforts	At Cost		Actual Cost		
Punchlist Completion Inspection	\$60.00	per hour	\$37.00	per hour	\$23.00
Maintenance Bond Walkthru (Punchlist)	\$60.00	per hour	\$37.00	per hour	\$23.00
Punchlist Completion Inspection (Bond Release)	\$60.00	per hour	\$37.00	per hour	\$23.00
<b>Water Mains</b>	<b>Proposed Fee</b>		<b>Previous Fee (05-25)</b>		<b>+/-</b>
Daily Installation Inspection - On Site (Installation Quality Control)	\$60.00	per hour	\$37.00	per hour	\$23.00
Daily Installation Inspection - Off Site (Installation Quality Control)	\$60.00	per hour	\$37.00	per hour	\$23.00
Fire Service Inspection	\$60.00	per hour	\$37.00	per hour	\$23.00
Service Connection Inspection (meter pit installation)	\$60.00	per hour	\$37.00	per hour	\$23.00
Pressure & Leak Testing	\$60.00	per hour	\$37.00	per hour	\$23.00
Bateriological Testing	\$60.00	per hour	\$37.00	per hour	\$23.00
Performance Bond Walkthru (Punchlist)	\$60.00	per hour	\$37.00	per hour	\$23.00
Punchlist Completion Inspection	\$60.00	per hour	\$37.00	per hour	\$23.00
Maintenance Bond Walkthru (Punchlist)	\$60.00	per hour	\$37.00	per hour	\$23.00
Punchlist Completion Inspection (Bond Release)	\$60.00	per hour	\$37.00	per hour	\$23.00
<b>Miscellaneous / Other</b>	<b>Proposed Fee</b>		<b>Previous Fee (05-25)</b>		<b>+/-</b>
Traffic Control Inspection (when activities impact right of way)	\$60.00	per hour		per hour	New
Safety Inspection (If Requested / As Required)	no cost				New
Auxiliary Lane Improvements	\$60.00	per hour	\$37.00	per hour	\$23.00
Exterior Road Improvements	\$60.00	per hour	\$37.00	per hour	\$23.00
Other Items As Required (Per Westfield Construction Standards)	\$60.00	per hour	\$37.00	per hour	\$23.00