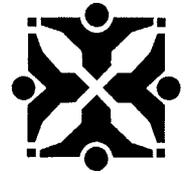


City of Columbia

701 East Broadway, Columbia, Missouri 65201



Agenda Item Number: B 239-14

Department Source: Community Development - Planning

To: City Council

From: City Manager & Staff

Council Meeting Date: August 4, 2014

Re: Amending Chapter 20 of the City Code to increase Planning and Zoning Fees (Case #14-142)

Documents Included With This Agenda Item

Council Memo, Resolution/Ordinance,

Supporting documentation includes: Existing fees/proposed changes/FY15 revenue, and Fee comparisons (subdivision and zoning) from selected cities

Executive Summary

A request by the Community Development Department - Planning and Zoning Division to amend Chapter 20 of the City Code to increase existing application and processing fees and to establish new fees for services rendered for which no fees are currently charged. (Case #14-142)

Discussion

City Code Chapter 20 (Planning) establishes a fee schedule for zoning, subdivision, and miscellaneous other planning-related applications. The current fee schedule was last updated in 2009 and brought fee collections more in line with peer cities. As part of the FY15 budget cycle staff reviewed the fee schedule and to determine if fees were still in line with peer cities.

The analysis (attached) looked at peer cities ranging in population from 50,000 to 600,000 across the United States. The majority of the peer cities have graduated fee schedules for zoning and development applications – this is a change from what staff identified during its 2009 research. Additionally, several of the peer cities have fees for items that Columbia does not. These additional fees address items such as hearing continuances and cellular tower reviews (both new and administrative).

The analysis finds that Columbia's fees are often below the "average" of the peer cities or are on the low-end of fees charged in cities that have "highly" graduated fee schedules. Fees collected by the Planning and Zoning Division recover a small percentage of the processing costs associated with each application as well as the Division's operations. Based on the analysis and to reduce the potential of falling further behind in cost recovery, it is recommended that the fees on all application types be increased with the exception of fees for annexation, down-zoning, or requests to place property into an HP overlay.

Additionally, it is recommended that several new fees be implemented at this time. Fees for cellular tower reviews (new and administratively permitted), administrative plats, and hearing continuances

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are necessary to cover staff resources allocated to these types of actions. The fees proposed are based on those charged in the peer cities and have been adjusted to be less than the “average” costs found in the peer cities.

Fiscal Impact

Short-Term Impact: Fees charged for Planning and Zoning Division services will align more closely with peer cities offering similar services. Additionally, adjustment of the fee schedule will reduce the anticipated loss of revenue expected in FY15 due to fewer application submissions. Revenue for FY15 is projected at \$36,850 with the fee increases. If the fee schedule remains unchanged, anticipated revenue, based on projected submission volume, would be \$20,325.

Long-Term Impact: Not adopting the proposed fee schedule will increase the gap between funds recaptured for services rendered and place greater burden on the General Fund to support Planning and Zoning Division activities.

Vision, Strategic & Comprehensive Plan Impact

Vision Impact: Not Applicable

Strategic Plan Impact: Not Applicable

Comprehensive Plan Impact: Not Applicable

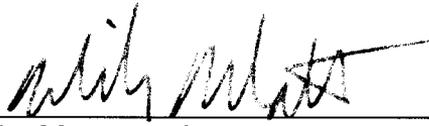
Suggested Council Action

If Council agrees planning and zoning fees should be increased, it should approve the proposed fee schedule.

Legislative History

Ord. #20412 (9/21/09): Planning & Zoning Fee Schedule Amendment


Department Approved


City Manager Approved

Introduced by _____

First Reading _____ Second Reading _____

Ordinance No. _____ Council Bill No. B 239-14

AN ORDINANCE

amending Chapter 20 of the City Code as it relates to Community Development Department processing fees; and fixing the time when this ordinance shall become effective.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLUMBIA, MISSOURI, AS FOLLOWS:

SECTION 1. Chapter 20 of the Code of Ordinances of the City of Columbia, Missouri, is hereby amended as follows:

Material to be deleted in ~~strikeout~~; material to be added underlined.

Sec. 20-24. Schedule of fees.

The following processing fees are established:

- (1) ~~Initial p~~ Preliminary plat.....~~\$400.00~~ 600.00 + ~~\$5.00~~ 10.00 per lot
- Major revisions to preliminary plat ~~\$200.00~~ + ~~\$5.00~~ per lot
- Minor revisions to preliminary plat ~~\$200.00~~
- (2) Final plat
(in addition to recording fee).....~~\$200.00~~ 400.00 + ~~\$5.00~~ 10.00 per lot
- (3) Replat
(in addition to recording fee).....~~\$200.00~~ 300.00 + ~~\$5.00~~ 10.00 per lot
- (4) Rezoning Initial plan for planned districts (in addition to advertising)
- 0 to 2 acres ~~\$200.00~~ 300.00
- Greater than 2 acres to 5 acres ~~\$300.00~~ 450.00
- Greater than 5 acres to 10 acres ~~\$400.00~~ 600.00
- Greater than 10 acres to 15 acres ~~\$600.00~~ 900.00

	Greater than 15 acres to 20 acres	\$800.00 <u>1,200.00</u>
	Greater than 20 acres	\$1,000.00 <u>1,500.00</u>
(5)	<u>Planned district development plan or major revision to a development plan (in addition to advertising)</u>	
	<u>0 to 2 acres</u>	<u>\$300.00</u>
	<u>Greater than 2 acres to 5 acres</u>	<u>\$450.00</u>
	<u>Greater than 5 acres to 10 acres</u>	<u>\$600.00</u>
	<u>Greater than 10 acres to 15 acres</u>	<u>\$900.00</u>
	<u>Greater than 15 acres to 20 acres</u>	<u>\$1,200.00</u>
	<u>Greater than 20 acres</u>	<u>\$1,500.00</u>
(6)	Minor revisions to plan for <u>planned districts development plan</u>	\$100.00 <u>200.00</u>
	All other revisions to plan for planned districts	\$200.00
(5)	Request to vacate public easement (in addition to recording fee)	\$250.00
(6-7)	Request to v <u>Vacation of public easement, street or alley (in addition to recording fee)</u>	\$250.00 <u>350.00</u>
(7-8)	Request for v <u>Variance from subdivision regulations in connection with preliminary or final plat</u>	\$250.00 <u>350.00</u>
	All other requests for variance from subdivision regulations	\$ 250.00
(8-9)	Request to rezone <u>Rezoning</u> from district A-1 to district R-1	No fee
	Request to place property in overlay <u>Rezoning to</u> district H-P	No fee
(10)	<u>Voluntary a</u> <u>Annexation petitions (voluntary or agreement)</u>	<u>\$250.00 + applicable zoning fee (based on acreage)</u>

- (11) ~~Request for permanent Rezoning to equivalent or lesser intensity Boone County zoning concurrent with at time of annexation petition when the request is for property to be placed in a zoning district substantially equivalent to or of lesser intensity than the existing Boone County zoning~~ No zoning fee or advertising cost
 - (12) Hearing Continuance (applicant request after advertising) \$100.00
 - (13) Administrative Plat \$200.00 + \$10.00 per lot
 - (14) Plat Vacation (abrogation) \$300.00
 - (15) Cell Tower (new)..... \$1,500.00
 - (16) Cell Tower (co-locate)..... \$250.00
- ~~All other requests for rezoning (in addition to costs of advertisement of public hearings)~~
- ~~0 to 2 acres~~..... ~~\$200.00~~
 - ~~Greater than 2 acres to 5 acres~~..... ~~\$300.00~~
 - ~~Greater than 5 acres to 10 acres~~..... ~~\$400.00~~
 - ~~Greater than 10 acres to 15 acres~~..... ~~\$600.00~~
 - ~~Greater than 15 acres to 20 acres~~..... ~~\$800.00~~
 - ~~Greater than 20 acres~~..... ~~\$1,000.00~~

SECTION 2. This ordinance shall be in full force and effect from and after October 1, 2014.

PASSED this _____ day of _____, 2014.

ATTEST:

City Clerk

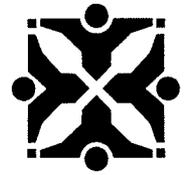
Mayor and Presiding Officer

APPROVED AS TO FORM:

City Counselor

City of Columbia

701 East Broadway, Columbia, Missouri 65201



SUPPORTING DOCUMENTS INCLUDED WITH THIS AGENDA ITEM ARE AS FOLLOWS:

Existing fees/proposed changes/FY15 revenue, and
Fee comparisons (subdivision and zoning) from selected cities

Fees ¹				Study City Averages ²	Projected Revenues (FY 15)		
	Current Fee	Proposed Increase	New Fee		Estimated Total	Fee	Projected Revenue
Preliminary Plat							
Base Fee	\$ 400	\$ 200	\$ 600	\$ 582	2	\$ 600	\$ 1,200
Per Lot	\$ 5	\$ 5	\$ 10	\$ 5	30 lots/plat	\$ 10	\$ 600
Final Plat							
Base Fee	\$ 200	\$ 200	\$ 400	\$ 324	8	\$ 400	\$ 3,200
Per Lot	\$ 5	\$ 5	\$ 10	\$ 4	15 lots/plat	\$ 10	\$ 1,200
Replat							
Base Fee	\$ 200	\$ 100	\$ 300	\$ 242	15	\$ 300	\$ 4,500
Per Lot	\$ 5	\$ 5	\$ 10	N/A	3 lots/plat	\$ 10	\$ 450
Variance							
Base Fee	\$ 250	\$ 100	\$ 350	\$ 334	3	\$ 350	\$ 1,050
Street/Alley Vacation							
Base Fee	\$ 250	\$ 100	\$ 350	\$ 531	4	\$ 350	\$ 1,400
Easement Vacation							
Base Fee	\$ 250	\$ 100	\$ 350	\$ 334	8	\$ 350	\$ 2,800
Rezoning (standard/planned)							
< 2 acres	\$ 200	\$ 100	\$ 300	Ranges \$94 to \$5400	5	\$ 300	\$ 1,500
>2 to 5 acres	\$ 300	\$ 150	\$ 450		4	\$ 450	\$ 1,800
> 5 to 10 acres	\$ 400	\$ 200	\$ 600		3	\$ 600	\$ 1,800
> 10 to 15 acres	\$ 600	\$ 300	\$ 900		2	\$ 900	\$ 1,800
>15 to 20 acres	\$ 800	\$ 400	\$ 1,200		1	\$ 1,200	\$ 1,200
> 20 acres	\$ 1,000	\$ 500	\$ 1,500		1	\$ 1,500	\$ 1,500
Initial plan for planned district³							
< 2 acres	\$ 200	\$ 100	\$ 300	Ranges \$492 to \$2400	2	\$ 300	\$ 600
>2 to 5 acres	\$ 300	\$ 150	\$ 450		2	\$ 450	\$ 900
> 5 to 10 acres	\$ 400	\$ 200	\$ 600		1	\$ 600	\$ 600
> 10 to 15 acres	\$ 600	\$ 300	\$ 900		1	\$ 900	\$ 900
>15 to 20 acres	\$ 800	\$ 400	\$ 1,200		0	\$ 1,200	\$ -
> 20 acres	\$ 1,000	\$ 500	\$ 1,500		0	\$ 1,500	\$ -
PD Amendment⁴							
Minor	\$ 100	\$ 100	\$ 200	\$ 204	0	\$ 200	\$ -
All other changes	\$ 200	-200	0				
Major Amendment							
< 2 acres	\$ 200	\$ 100	\$ 300	\$ 306	4	\$ 300	\$ 1,200
>2 to 5 acres		\$ 250	\$ 450		2	\$ 450	\$ 900
> 5 to 10 acres		\$ 400	\$ 600		1	\$ 600	\$ 600
> 10 to 15 acres		\$ 700	\$ 900		0	\$ 900	\$ -
>15 to 20 acres		\$ 1,000	\$ 1,200		0	\$ 1,200	\$ -
> 20 acres		\$ 1,300	\$ 1,500		0	\$ 1,500	\$ -
Annexation Fee⁵	\$ 250	N/C	\$ 250	N/A	1	\$ 250	\$ 250
Subdivision Vacation	\$ -	\$ 300	\$ 300	N/A	1	\$ 300	\$ 300
Administrative Plat	\$ -	\$ 200	\$ 200	N/A	8	\$ 200	\$ 1,600
Cell Tower (new)	\$ -	\$ 1,500	\$ 1,500	\$ 1,648	1	\$ 1,500	\$ 1,500
Cell Tower (co-loc)	\$ -	\$ 250	\$ 250	\$ 441	6	\$ 250	\$ 1,500
Continuance	\$ -	\$ 100	\$ 100	\$ 140	0	\$ 100	\$ -

TOTAL \$ 36,850

NOTES -

- (1) Where applicable, advertising and document recording fees shall be charged separately.
- (2) Average fees based on Comparison Cities (shown in supporting documentation) which did not have "varying" fee schedules
- (3) Fee is for PD plan review only and is in addition to rezoning fee. If subdivision is proposed applicable platting fees shall apply.
- (4) Fee for "All other changes" (i.e. major amendments) proposed to follow "Major Amendment" fee schedule
- (5) Fee is for processing only. No additional fees charged (zoning or advertising) when annexation is to similar Boone County zoning classification. Fees charged for dissimilar requests - based on acreage.

Zoning Fee Analysis - Cost Comparisons Selected Cities

City	State	Pop.	Rezoning	Fee	PD Rezoning	Fee	Prelim Dev. Plan	Fee	Final Dev. Plan	Fee	Cell Tower	Fee
Manhattan	KS	54,143		\$160.00	Initial Amendment	\$300.00 \$85.00				\$100.00		
Ames	IA	61,792		\$300.00	Initial Major amednment Minor Amendment	\$300.00 \$300.00 \$85.00			Major site plan Minor site plan	\$300.00 \$150.00		
Cedar Rapids	IA	128,429	One family All others	\$90.00 \$150.00		\$200.00		\$70.00				
Des Moines	IA	207,510	HD res/commerical per ac over 1 All other classification per ac over 1 < 1 ac	\$300.00 \$10.00 \$200.00 \$10.00 \$100.00	Base per ac over 1	\$300.00 \$10.00						
Knoxville-Knox County	TN	183,270	Residential < 5 ac Residential > 5 ac per acre charge Non-residential < 5 ac Non-residential > 5 ac per acre charge	\$500.00 \$500.00 \$75.00 \$1,000.00 \$1,000.00 \$100.00	<5 acres >5 acres per acre charge	\$600.00 \$600.00 \$50.00	Non-residential per acre charge Residential per unit charge	\$600.00 \$50.00 \$600.00 \$30.00				
Fayetteville	AR	78,960		\$325.00	Non-Res <10 lot 10-25 lots >26 lots	\$1,125.00 \$525.00 \$725.00 \$1,125.00	Non-Res <10 lot 10-25 lots >26 lots	\$1,125.00 \$525.00 \$725.00 \$1,125.00				
Lexington	KY	295,803	Low-den. Res per acre PUD-MDX per acre Com, Ofc, Ind per acre Continuance Low-den. Res PUD-MDX Com, Ofc, Ind	\$250.00 \$5.00 \$350.00 \$10.00 \$450.00 \$20.00 \$100.00 \$150.00 \$200.00							New Construction Staff review-only	\$1,000.00 \$250.00
Louisville	KY	597,337	Concept review Res (sf, 2-fam, med) <2 acres 2.1-4.9 acres >5 acres High res, ofc/res, Comm/res, Neigh. Com <2 acres 2.1-4.9 acres >5 acres High int. Comm, Ind <2 acres 2.1-4.9 acres >5 acres	\$100.00 \$450.00 \$900.00 \$1,800.00 \$900.00 \$1,800.00 \$3,600.00 \$1,350.00 \$2,700.00 \$5,400.00	Residential <2 acres 2.1-4.9 acres >5 acres Research/Employ <2 acres 2.1-4.9 acres >5 acres	\$450.00 \$900.00 \$1,800.00 \$1,350.00 \$2,700.00 \$5,400.00	Base Amendment	\$270.00 \$160.00			New Construction	\$2,500.00

Zoning Fee Analysis - Cost Comparisons Selected Cities

City	State	Pop.	Rezoning	Fee	PD Rezoning	Fee	Prelim Dev. Plan	Fee	Final Dev. Plan	Fee	Cell Tower	Fee		
Kansas City	MO	467,007	Continuance	\$648.00	Base per acre or per lot; whichever is greater	\$648.00	Residential	\$648.00						
				\$130.00		\$94.00	per lot	\$4.00						
						\$4.00	Non-residential	\$648.00						
							per acre	\$93.00						
							Major Amendments							
							Residential	\$311.00						
							per lot	\$4.00						
							Non-residential	\$311.00						
							per acre	\$93.00						
							Minor Amendments							
		Residential	\$233.00											
		per lot	\$4.00											
		Non-residential	\$233.00											
		per acre	\$93.00											
Blue Springs	MO	53,294	Standard	\$425.00			Mixed-use	\$420.00	Mixed-use	\$220.00				
							PRO	\$460.00		PRO			\$220.00	
							per acre	\$20.00						
							PUD	\$460.00		PUD			\$220.00	
			per acre	\$20.00										
St. Charles	MO	67,569		\$150.00			Amendment	\$50.00						
Lee's Summit	MO	93,184		\$700.00	Res w/plan < 5 ac	\$2,400.00	Residential < 5 ac	\$1,600.00	< 5 acres	\$600.00				
						\$3,000.00	Residential > 5 ac	\$2,000.00		> 5 acres			\$1,000.00	
						\$2,800.00	Commercial < 5 ac	\$1,800.00						
						\$3,600.00	Commercial > 5 ac	\$2,400.00						
Independence	MO	117,240	< 5 acres	\$250.00					< 5 acres	\$275.00				
				\$500.00						5-10 acres			\$600.00	
				\$750.00						10-15 acres			\$800.00	
				\$1,100.00						15-20 acres			\$1,100.00	
				\$1,500.00						>20 acres			\$1,600.00	
Springfield	MO	164,122		\$1,562.00	With develop. Plan	\$2,116.00			Public hearing	\$641.00				
									Administrative	\$586.00				
Colorado Springs	CO	439,886	Standard	\$721.00		per ac	\$902.00	PUD plan	\$902.00		Conditional use	\$1,445.00		
				\$11.00				per ac	\$30.00			Plan review	\$631.00	
									Comm plan			\$844.00	Minor Amendments	\$392.00
									per acre			\$30.00		
				FBZ change				\$1,125.00						
				per acre				\$30.00	Mixed -use plan			\$902.00		
									per acre			\$30.00		
				Mixed-use change				\$902.00					Major amend fee same as above	
per ac	\$30.00			Minor amendments	\$312.00									