

FACTSHEET

TITLE: Resolution adopting the revised Planning Department Fee Schedule, requested by the Director of Planning, reflecting a proposed increase in application reviews under Chapter 14.20, Title 26 and Title 27 of the Lincoln Municipal Code and amendments to the Lincoln-Lancaster County Comprehensive Plan.

SPONSOR: Planning Department

BOARD/COMMITTEE: N/A

STAFF RECOMMENDATION: Approval.

1. The purpose of this resolution is to adopt the revised Planning Department Fee Schedule reflecting a proposed increase in application review fees under Chapter 14.20, Title 26 and Title 27 of the Lincoln Municipal Code and for amendments to the Comprehensive Plan. A proposed fee increase for application reviews in Lancaster County jurisdiction will be submitted to the Lancaster County Board upon adoption of this resolution by the City Council.
2. The Planning Department collects fees for all development applications that are filed and processed in accordance with the City's zoning and subdivision ordinances and the County's analogous resolutions. The fees collected with applications in 2010-11 amounted to about \$110,000 in revenue. These fees represent about 20% of the estimated direct costs (staff time processing applications, preparing agendas and minutes, mailing, copying and publishing costs) to provide these services, and about 15% of direct and indirect costs (updating codes, maintaining information systems, administrative costs, office space, equipment, etc.) for the broader functions supporting Development Review operations. The Development Review functions take about half of the department's resources; the other half is used for long range planning functions such as updating the Comprehensive Plan, preparing the Capital Improvement Program, historic preservation, and the federal transportation program activities. These percentages are typical for planning operations in peer communities around the country, as are the fees for various applications.
3. By tradition, the application fees are deposited upon receipt in the City and County general fund accounts, based on the jurisdiction of the land for each application. So these revenues are not reflected in the department's budget as a component of funding for the department.
4. Development application fees were last increased in 2000, 2003 and 2008. The purpose of the increase in 2000 was to fund an additional position in the Development Review section to more effectively handle the caseload at the time. Staffing has since been reduced. The next two increases averaged 15-20% and reflected local inflation rates at the time.
5. The proposed fees reflect a slower rate of inflation over the past 4 years, and in most cases would mean a 10% increase over the current charges. This would result in about \$10,000 in additional revenue based on the 2010-11 volume of applications. In addition, we are recommending some other adjustments to make certain fees simpler to calculate and eliminate some inconsistencies between similar types of applications. Specifically:
 - Currently, we charge a “base” fee of \$720 for Planned Unit Developments (PUD), Community Unit Plans (CUP), Preliminary Plats and Use Permits, but we charge \$890 for Changes of Zone and Special Permits over 1 acre, which undergo a similar review process as the above application types. Staff is proposing a base fee of \$720 for all of the above processes, plus a 10% increase due to inflation, so \$792.
 - Currently, we charge a base fee plus a per-acre fee for Use Permits and PUDs. Use Permits are \$240 per acre while PUDs are only \$120 per acre, although both of these applications undergo similar review processes. Staff is proposing to charge a \$120 per acre fee for both application types plus the 10% increase due to inflation, so \$132 per acre.
 - Currently, we charge a per-lot or per-acre fee, whichever is less, for CUPs and Preliminary Plats. The charge for CUPs is \$120 per lot or \$240 per acre, but for Preliminary Plats it is \$60 per lot or \$240 per acre. Staff is proposing to eliminate the per-lot fee and standardize the per-acre fee at \$120 per acre, plus the 10% increase due to inflation, so \$132 per acre.
6. It is requested that the proposed Fee Schedule become effective October 1, 2012.

FACTSHEET PREPARED BY: Jean L. Preister

REVIEWED BY: _____

REFERENCE NUMBER: FS\CC\2012\MISC12009 Fee Increase

DATE: July 23, 2012

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**CITY OF LINCOLN
SUBDIVISION AND ZONING FEE SCHEDULES**

DRAFT

ZONING FEES - RESOLUTION # 84966 - EFFECTIVE 9/1/08

Administrative Amendment	\$150.00	<u>\$165.00</u>
Airport Zoning District Height Permit	\$300.00 ¹	<u>\$330.00</u>
Board of Zoning Appeals	\$300.00 ¹	<u>\$330.00</u>
Change of Zone to:		
AG, AGR, R-1, R-2, R-3 and R-4, 1 acre or less	\$300.00	
AG, AGR, R-1, R-2, R-3 and R-4, greater than 1 acre	\$440.00	
Other districts, 1 acre or less	\$440.00	<u>\$330.00</u>
Other districts, greater than 1 acre	\$890.00	<u>\$792.00</u>
Text Change	\$300.00	<u>\$330.00</u>
Community Unit Plan, Mobile Home Court & Mobile Home Sub:		
Base	\$720.00	<u>\$792.00</u>
Plus lesser of per lot or per-acre (maximum \$3000)	\$120.00/240.00	<u>\$132.00</u>
Planned Unit Development:		
Base	\$720.00	<u>\$792.00</u>
Plus per acre (maximum \$3000)	\$120.00	<u>\$132.00</u>
Postponement Fee	\$150.00	<u>\$165.00</u>
Reduction of Required Parking	\$300.00	<u>\$330.00</u>
Special Permit (other than CUP, Mobile Home Court & Mobile Home Sub)		
1 acre or less	\$300.00	<u>\$330.00</u>
Greater than 1 acre	\$890.00	<u>\$792.00</u>
Use Permit:		
Base	\$720.00	<u>\$792.00</u>
Plus per acre (maximum \$3000)	\$240.00	<u>\$132.00</u>
Waiver of Paved Parking	\$300.00	<u>\$330.00</u>
Waiver of Design Standards (not part of other applications)	\$150.00	<u>\$165.00</u>
<u>Waiver or Reduction of Required Parking</u>	\$300.00	<u>\$330.00</u>
All other zoning applications	\$300.00	<u>\$330.00</u>
<u>Postponement Fee</u>	\$150.00	<u>\$165.00</u>

SUBDIVISION FEES - RESOLUTION # 84966 - EFFECTIVE 9/1/08

Final Plat:		
Base	\$150.00	<u>\$165.00</u>
Plus lesser of per lot or per-acre (maximum \$2400 <u>\$3000</u>)	\$30.00/120.00	<u>\$33.00</u>
Postponement Fee	\$150.00	<u>\$165.00</u>
Preliminary Plat:		
Base	\$720.00	<u>\$792.00</u>
Plus lesser of per lot or per-acre (maximum \$3000)	\$60.00/240.00	<u>\$132.00</u>
Request to Amend the Conditions of an Approved Final Plat	\$300.00	<u>\$330.00</u>
Street Name Change Fee	\$300.00	<u>\$330.00</u>
Affidavit/Corrected Final Plat	\$150.00	<u>\$165.00</u>
Text Change	\$300.00	<u>\$330.00</u>
Vacated Final Plat	\$300.00	<u>\$330.00</u>
Waiver (time extensions or waiver if associated with Final Plat in process)	\$150.00	<u>\$165.00</u>
All other subdivision applications	\$300.00	<u>\$330.00</u>

OTHER FEES RESOLUTION # 84966 - EFFECTIVE 9/1/08

Comprehensive Plan Amendment	\$300.00	<u>\$330.00</u>
<u>RESOLUTION # 84966 - EFFECTIVE 9/1/08</u>		
Vacation of Public Ways	\$150.00	<u>\$165.00</u>
<u>RESOLUTION # A 86308 - EFFECTIVE 5/3/11</u>		
Zoning Confirmation Letter	\$ 60.00	<u>\$66.00</u>
<u>ORDINANCE # 19612 - EFFECTIVE 9/27/11</u>		

¹ File with Building and Safety

* For lot fee, exclude outlots.