



# Council Report

**Date:** April 17, 2014  
**To:** City Council  
**Through:** Karolyn Kent, Deputy City Manager  
**From:** Christine Zielonka, Development and Sustainability Department  
Director  
Pamela Alexander, Senior Fiscal Analyst  
**Subject:** Recommended Fees and Charges Updates: Development and  
Sustainability  
Citywide

## Strategic Initiatives



## Purpose and Recommendation

The purpose of this report is to recommend modifications to fees charged by the Development and Sustainability Department for fiscal year 2014/15. The Department consists of three areas: Planning, Development Services and Environmental and Sustainability. The proposed fee modifications include only Planning and Development Services.

## Background

Various fees are charged for services related to the land development process in Planning and Development Services. Fees and fines are also assessed by the Code Compliance section for violation of the Zoning and Nuisance Codes. All fees are reviewed annually to insure they are aligned with the cost of providing the service or, in the case of Code penalties, are proportionate to the violation.

## Discussion

### Planning and Development Services

Planning and Development Services is proposing one change to the fee schedule.

1. Revise the Records Request fee to \$46.00 for one location for the first hour. This fee replaces the non-refundable Research Fee of \$20.00 for a maximum of 5 items per request. It is recommended that an hourly fee will more accurately align with the full cost of providing the service.
2. The schedule has also been updated to provide clarification of the fees and

charges by category for Non-Commercial Public Records and Commercial Public Records as per A.R.S. 39-121.01(D) (1) and 39-121-03(A).

### **Alternatives**

Alternatives to the recommended fee modifications could include increasing, decreasing or making no changes to the fees.

### **Fiscal Impact**

If the fee modifications recommended under the Planning and Development Services sections are not implemented the Department will not be capturing the full cost of the service provided.

The total estimated 2014/15 fiscal impact for Planning and Development Services is \$41,991.

### **Coordinated With**

Office of Management and Budget  
City Attorney's Office