



## City Council Report

**Date:** May 18, 2015  
**To:** City Council  
**Through:** Kari Kent, Deputy City Manager  
**From:** Christine Zielonka, Development and Sustainability Dept. Director  
**Subject:** Recommended Fee and Charges Updates: Development & Sustainability

### 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 2015-2016. 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

The Planning Division only had changes to revise language and delete one fee that is no longer collected due to the information being available on the City's website.

1. An asterisk (\*) under the Zoning Application Fees section to add clarification language "Preliminary plat fee is not charged when filed in conjunction with the site plan".
2. Clarification language in the Bonus Intensity Zone (BIZ) and Planned Area Development (PAD) section to include "and Age Specific" Overlay that was previously located below the section.
3. Clarification language in the Semi-Public Facility (PS), Airfield (AF) section to include "Downtown Events".
4. Clarification language and the strikeout of fees revised the Subdivision Development Review Fees section since these fees are collected pursuant to

the Maricopa County Fee Schedule.

5. Deletion of fee for the General Plan Land Use Map in the Miscellaneous section since it is no longer collected due to the information being available on the City's website.

## DEVELOPMENT SERVICES

Development Services (Building and Civil Engineering Plan Review, Inspections and Code Compliance) miscellaneous permits, services and fees:

The Department is proposing fee increases in Manufactured Homes, Park Models and Recreational Vehicle fees to align with the cost of providing the plan review and inspection services. Additional clarification language has been added to update the title and description of the service.

1. Park Model/RV Installation service requires site plan review and one inspection service. Since July 2008, this fee has been \$160.00 per unit. The Department is recommending a fee increase of \$52.00 for a total fee of \$212.00 per unit. The Department is also adding clarification language "Site Review Fee Zoning Clearance" to the title of the service.
2. Park Model/RV Compliance Fee service requires one site inspection. Since July 2011 this fee has been \$110.00. The Department is recommending a fee increase of \$42.00 for a total fee of \$152.00.
3. Awnings service requires site plan review and one site inspection service. Since July 2008, this fee has been \$80.00 per unit. The Department is recommending an increase of \$132.00 for a total fee of \$212.00.
4. Installation of New Appliance (A/C, LP Tanks, Heat Pumps, etc) service requires one site inspection. Since July 2008 this fee has been \$80.00 for each appliance. The Department is recommending a fee increase of \$132.00 for a total fee of \$212.00 each appliance.
5. Manufactured Home/Site Review Fee (Zoning Clearance) service requires site plan review and one inspection site service. Since July 2008, this fee has been \$160.00 per unit. The Department is recommending a fee increase of \$52.00 for a total fee of \$212.00 per unit. The Department is also adding clarification language to remove the word "RV" from the title.
6. Residential Factory-Built Building Site Review Fee (Zoning Clearance) service requires site plan review and one inspection site service. Since July 2008, this fee has been \$160.00 per unit. The Department is recommending a fee increase of \$52.00 for a total fee of \$212.00 per unit.
7. Storage Area/Patio Enclosure (including electrical & plumbing work, if any) service is a valuation based service. The Department is adding clarification language to add "and appliance".
8. The Department is recommending a fee increase of \$103.00 to the Commercial Factory-Built Building Site Review Fee (zoning clearance) for a total fee of \$263.00 per unit to align with the cost of providing the service.

The Department is proposing a fee increase to the staff hourly rate for both the residential and commercial sections from \$90.00 to \$110.00 to align with the cost of providing the services. The services impacted are:

1. Fourth and Subsequent Re-submittals of Drawings.
2. Addenda to Permitted Drawings.
3. Standard Plans.
4. Additional Services.

In addition, the Department is proposing a change to the minimum hourly rate from one hour to two hours for the Fourth and Subsequent Re-Submittals of Drawings and the Addenda to Permitted Drawings for residential and commercial services. The proposed change is based on the staff time required to complete the reviews and provide comments.

The Department is also proposing fee increases and/or clarification language to the following Other Miscellaneous Fees:

1. Clarification language to the Residential Swimming Pool service as follows: "Residential Swimming Pools and In Ground Spas (all inclusive)".
2. Proposing a rate increase and service title change to Spas (all inclusive) service as follows: "Above Ground Spas (all inclusive) from \$250.00 to \$300.00.
3. Proposing a rate increase for Temporary Electrical Service from \$110.00 to \$200.00.
4. Clarification language to the Damage Repair Inspection Fee to remove the word "fire" from the description.
5. Proposing a rate increase for Code Modification and additional review time from \$90.00 per hour to \$110.00 per hour.
6. Proposing a rate increase for ADHS City Authority Clearance form from \$90.00 to \$110.00.
7. Proposing a rate increase for Holiday Sales Lots from \$160.00 to \$200.00.
8. Proposing a rate increase for Model Home Complex (Building Permit In Addition to Use) from \$160.00 to \$200.00.

The Mesa City Council adopted Ordinance 5240 on August 25, 2014 removing the Library Impact Fee from the Mesa Development Impact Fees. The Department is doing a clerical change to the Mesa Development Impact Fee table listed in the Department's fees schedule to reflect that decision. No Library Impact Fees have been collected since June 13, 2014 per Ordinance 5240.

## **Alternatives**

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

## **Fiscal Impact**

If the fee modifications recommended under the Planning and Development Services sections are not implemented it would make the relationship to the actual cost of providing the services less accurate.

Total estimated FY15/16 Fiscal impact for Planning is \$ 0.

Total estimated FY15/16 Fiscal impact for Development Services is \$70,000.

**Fee Recommendation Schedule**

**Department: Development & Sustainability  
Exhibit A - Planning  
Proposed Changes to Fees & Charges**

**Document of Change: Resolution**

Description of Services:	Current Fee/Charge	Unit	Proposed Fee/Charge	Date Last Revised	FY 15/16 Fiscal Impact \$	Notes
<b>Zoning Application Fees:</b>						
Preliminary Plat Approval *	\$1,944.00	plus \$65/lot, tract, unit or parcel	no change	08/01/07		
<b>*PRELIMINARY PLAT FEE IS NOT CHARGED WHEN FILED IN CONJUNCTION WITH THE SITE PLAN.</b>						
Preliminary Plat Extension	\$648.00		no change	07/01/11		
Bonus Intensity Zone (BIZ) and Planned Area Development (PAD) , <b>AND AGE SPECIFIC</b> Overlay	Same as Rezoning		no change	08/01/07		
Rezoning to the Infill Development District 1	Same as Rezoning		no change	07/01/11		
Rezoning to the Infill Development District 2	\$4,800.00	plus \$78/acre	no change			
Rezoning to the Planned Community District	\$25,000.00	plus \$25/acre	no change	03/01/08		
Planned Community Amendment				07/01/13		
Minor	\$2,400.00		no change			
Major	Same as Initial Zoning		no change			
Development Unit Plans	\$2,500.00	plus \$60/acre for first 100 acres plus \$20/acre for 101-200 acres plus \$10/acre for 201 plus acres	no change no change no change	07/01/13		
Age-Specific Overlay	Same as Rezoning			08/01/07		
Semi-Public Facilities (PS), Airfield (AF), <b>DOWNTOWN EVENTS (DE)</b> , Overlay, Historic Landmark (HL) and Historic District (HD) Overlay	No Fee		no change	07/01/12		
Council Use Permit	\$2,500.00		no change	07/01/08		
with another application	\$1,000.00		no change			
Continuance at Request of Applicant	\$500.00		no change	07/01/11		
Shared Parking Plan	\$750.00		no change			
Temporary Use Permit	\$110.00		no change			
Administrative Alternative Landscape Plan	\$648.00		no change			
Telecommunications Review Fee	\$90.00	per hour	no change			
Customized Review Schedule		double applicable fees	no change			
Administrative Review Fee	\$648.00		no change	08/01/07		

Plus Transaction Privilege (Sales) Tax, where applicable

**Fee Recommendation Schedule**

**Department: Development & Sustainability**

**Exhibit A - Planning**

**Proposed Changes to Fees & Charges**

**Document of Change: Resolution**

<b>Description of Services:</b>	<b>Current Fee/Charge</b>	<b>Unit</b>	<b>Proposed Fee/Charge</b>	<b>Date Last Revised</b>	<b>FY 15/16 Fiscal Impact \$</b>	<b>Notes</b>
<b>Subdivision Development Review Fees:</b>						
Subdivision Technical Review (STR)	\$1,944.00	plus \$65/lot, unit, tract or parcel	no change	07/01/11		
Final Plat	\$1,296.00	plus \$26/lot, unit, tract or parcel	no change	08/13/07		
3rd Review of Pre-Final	\$75.00	hour	no change	08/01/07		
Plat Recording***	\$25.00	first sheet in set		07/01/11		
<b>PURSUANT TO MARICOPA COUNTY FEE SCHEDULE</b>	<del>\$21.00</del>	each add'l sheet		02/08/06		
CC & R***	\$10.00	first 5 sheets		07/01/11		
<b>PURSUANT TO MARICOPA COUNTY FEE SCHEDULE</b>	<del>\$1.00</del>	each add'l sheet		02/08/06		

\*\*\*Check taken and forwarded directly to Maricopa County - not City of Mesa revenue.

**Miscellaneous:**

General Plan Land Use Map	\$3.00			08/01/07		
Residential Guidelines	\$5.00		no change	12/01/04		
Land Use Guidelines (Falcon Field)	\$5.00		no change			
Tape Duplication (tape not included)	\$10.00		no change	08/01/03		
Subdivision Regulations	\$15.00		no change	08/17/01		

# Fee Recommendation Schedule

## Department: Development & Sustainability Exhibit B - Development Services Proposed Changes to Fees & Charges

### Document of Change: Resolution

Description of Services:	FY 14/15 Fee/Charge	Unit	Proposed FY 15/16 Fee/Charge	Date Last Revised	FY 15/16 Fiscal Impact \$	Notes
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### RESIDENTIAL SECTOR:

#### MANUFACTURED HOMES, PARK MODELS AND RECREATIONAL VEHICLES:

07/01/08

##### Park Model/RV **SITE REVIEW FEE ZONING CLEARANCE**

Installation (includes all work under this permit)	<del>\$160.00</del>	unit	\$ 212.00	07/01/11	\$1,063.00	
Park Model/RV Compliance Fee	<del>\$110.00</del>	each	\$ 152.00	07/01/08	\$568.00	
Awnings (any number on the same unit)	<del>\$80.00</del>	each	\$ 212.00		\$1,188.00	
Installation of new Appliance (A/C, LP tanks, Heat pumps, etc.)	<del>\$80.00</del>	each appliance	\$ 212.00		\$760.00	
Manufactured Home/RV Site Review Fee (Zoning clearance)	<del>\$160.00</del>	unit	\$ 212.00		\$634.00	
Residential Factory-Built Building Site Review Fee (Zoning clearance)	<del>\$160.00</del>	unit	\$ 212.00		\$1,063.00	
Storage Area/Patio Enclosure		Valuation Based				
(including electrical & plumbing work <b>AND APPLIANCE</b> , if any)						
Valuations determined by the applicant and verified by the Plans Examiner. The Building Permit Fee is calculated by applying the Total						
Valuation to the Residential Rate Table. The minimum Building Permit Fee for projects less than \$25,000 shall be based upon the number of						
required inspections a determined by the Plans Examiner.						

### OTHER RESIDENTIAL

#### Fourth and Subsequent Re-submittals of Drawings:

~~\$90.00~~ Hour \$ 110.00 \$550.00

Applicants submitting revisions to permit applications and drawings beyond the third submittal and prior to the issuance of a permit will be assessed an additional plan review fee calculated at the rate of ~~\$90.00~~ **\$110.00** per staff hour, with a minimum of ~~one~~ **TWO HOURS**.

A non-refundable deposit of ~~\$90.00~~ **\$110.00** for each resubmittal shall be collected with the submission of each resubmittal after the third submittal.

#### Addenda to Permitted Drawings:

~~\$90.00~~ Hour \$ 110.00 \$28,270.00

Applicants submitting changes to approved plans after a permit has been issued that do not expand the scope of the permit will be assessed an additional plan review fee calculated at the rate of ~~\$90.00~~ **\$110.00** per staff hour, with a minimum of ~~\$90.00~~ **TWO HOURS**. A non-refundable deposit of ~~\$90.00~~ **\$110.00** for each addendum shall be collected with the submission of each addendum. Changes that expand the scope of the project may be required to obtain a new permit as determined by the Development and Sustainability Department.

#### Standard Plans:

~~\$90.00~~ Hour \$ 110.00 07/01/08 \$110.00

Standard Plans are building drawings that are intended to be used on more than one site. These are plan reviewed in advance of the submission for permits and retained in Development and Sustainability until needed. There is no fee for reviewing Standard Plans for the initial and up to two re-submittals.

Plus Transaction Privilege (Sales) Tax, where applicable

**Fee Recommendation Schedule**

**Department: Development & Sustainability  
Exhibit B - Development Services  
Proposed Changes to Fees & Charges**

**Document of Change: Resolution**

Description of Services:	FY 14/15 Fee/Charge	Unit	Proposed FY 15/16 Fee/Charge	Date Last Revised	FY 15/16 Fiscal Impact \$	Notes
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The fee for additional reviews beyond the third submittal and for revisions to the Standard Plans is ~~\$90.00~~ **\$ 110.00** per staff hour, with a minimum of one hour. Standard Plan fees shall not be credited toward the Total Permit Fee.

**COMMERCIAL SECTOR:**

**PERMIT APPLICATION DEPOSITS:**

07/01/11

~~A non-refundable deposit shall be paid at the time of application and submittal of documents for Civil Engineering fees. Such deposit shall be based on the number of sheets and shall be charged in addition to applicable building permit deposit fee.~~

**COMMERCIAL PERMIT DEPOSIT TABLE:**

**PERMIT DEPOSIT FEE FOR CIVIL ENGINEERING FEES:**

\$390.00 per sheet

no change

Cover Sheets; Single Public Utility Plan/Profiles; Dual Public Utility Plan/Profiles; Grading/Site Plans and Details; R-O-W Landscaping Plans and Details; Street Lighting/Traffic Signal Plans and Details; Street Improvement Plan/Profiles and Details; Combination street Improvement and Utility Plan/Profiles and Details

**PERMIT APPLICATION DEPOSITS:**

07/01/11

A non-refundable deposit shall be paid at the time of application and submittal of documents for Civil Engineering fees. Such deposit shall be based on the number of sheets and shall be charged in addition to applicable building permit deposit fee.

**MISCELLANEOUS PERMITS, SERVICES AND FEES:**

Commercial Factory-Built Building Site Review Fee (zoning clearance)

~~\$160.00~~ unit

**\$ 263.00**

07/01/11

\$263.00

**Fourth and Subsequent Re-submittals of Drawings:**

~~\$90.00~~

**\$ 110.00**

07/01/08

\$1,760.00

Applicants submitting revisions to permit applications and drawings beyond the third submittal and prior to the issuance of a permit will be assessed an additional plan review fee calculated at the rate of ~~\$90.00~~ **\$ 110.00** per staff hour, with a minimum of ~~one~~ **TWO HOURS**. A non-refundable deposit of ~~\$90.00~~ **\$110.00** for each resubmittal shall be collected with the submission of each resubmittal after the third submittal.

**Addenda to Permitted Drawings:**

~~\$90.00~~

**\$ 110.00**

\$ 27,720.00

Applicants submitting changes to approved plans after a permit has been issued that do not expand the scope of the permit will be assessed an

Plus Transaction Privilege (Sales) Tax, where applicable



### Fee Recommendation Schedule

#### Department: Development & Sustainability Exhibit B - Development Services Proposed Changes to Fees & Charges

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additional plan review fee calculated at the rate of ~~\$90.00~~ **\$110.00** per staff hour, with a minimum of ~~one hour~~ **TWO HOURS**. A non-refundable deposit of ~~\$90.00~~ **\$110.00** for each addendum shall be collected with the submission of each addendum. Changes that expand the scope of the project may be required to obtain a new permit as determined by the Development and Sustainability Director.

#### Standard Plans:

~~\$90.00~~                      **\$ 110.00**                      \$ 110.00

Standard Plans are building drawings that are intended to be used on more than one site. These are plan reviewed in advance of the submission for permits and retained in Building Safety until needed. There is no fee for reviewing Standard Plans for the initial and up to two re-submittals. The fee for additional reviews beyond the third submittal and for revisions to the Standard Plans is ~~\$90.00~~ **\$110.00** per staff hour, with a minimum of one hour. Standard Plan fees shall not be credited toward the Total Permit Fee.

#### Other Miscellaneous Fees:

Residential Swimming Pools and <b>IN GROUND</b> Spas (all inclusive)	\$330.00	each	no change	07/01/08	
<b>ABOVE GROUND</b> Spas (all inclusive)	<del>\$250.00</del>	each	<b>\$ 300.00</b>		\$2,100.00
House Moving	\$110.00	each	no change		
Demolition (no fee required for condemnation)	\$110.00	each	no change		
Temporary Electrical Service	<del>\$110.00</del>	each	<b>\$ 200.00</b>		\$1,400.00
Re-Inspections	\$110.00	inspection trip	no change		
After-Hours Inspections at Night or Weekends (2 hour minimum)	\$110.00	hour	no change	07/01/11	
Damage Repair Inspection Fee (in additional to repair permit)	\$110.00	inspection trip	no change	07/01/08	
(number of inspection trips determined by the Building Inspector in conjunction with the fire damage inspection process)					
After Hours Work Permit	\$110.00	each	no change		
Code Modification (Includes 1 hour of review)	\$250.00	each	no change	07/01/07	
Additional review time at <del>\$90</del> <b>\$110.00</b> per hour	<del>\$90.00</del>	hour	<b>\$ 110.00</b>	07/01/12	\$110.00
Code Studies	\$90.00	hour	<b>\$ 110.00</b>	07/01/08	\$110.00
Desert Uplands Temporary Residential Fence Permit	\$110.00	inspection	no change		
Building Board of Appeals Owner/Builder of a Single Residence only					
(Code Appeals)	\$0.00	appeal	no change	07/01/12	
Building Board of Appeals (Condemnation Appeals)	\$110.00	appeal	no change	07/01/08	
Building Board of Appeals (All Other Appeals)	\$220.00	appeal	no change	07/01/12	
Arizona Department of Health Services (ADHS): City Authority					
Clearance Form	<del>\$90.00</del>	each	<b>\$ 110.00</b>		\$110.00
Demolition of Pools	\$110.00	each	no change	07/01/08	
Holiday Sales Lots	<del>\$160.00</del>	each	<b>\$ 200.00</b>		\$1,000.00

Plus Transaction Privilege (Sales) Tax, where applicable

**Fee Recommendation Schedule**

**Department: Development & Sustainability  
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Proposed Changes to Fees & Charges**

**Document of Change: Resolution**

<b>Description of Services:</b>	<b>FY 14/15 Fee/Charge</b>	<b>Unit</b>	<b>Proposed FY 15/16 Fee/Charge</b>	<b>Date Last Revised</b>	<b>FY 15/16 Fiscal Impact \$</b>	<b>Notes</b>
with Temporary Electrical Service (additional fee)	\$110.00	each	no change			
with Night Watchman Quarter (additional fee)	\$110.00	each	no change			
Model Home Complex (Building Permit-In Addition to Use)	<del>\$160.00</del>	each	<b>\$ 200.00</b>		\$1,200.00	
Construction Trailer	\$110.00	each	no change			
Construction Storage Unit	\$110.00	each	no change			
Customer Generated Refund Requests	\$90.00	per hour	no change	07/01/11		

**Additional Services:**

Fees for additional services as determined by the Development and Sustainability Director shall be calculated at the rate of  
~~\$90.00~~ **\$110.00** per staff hour, with a minimum of one hour.

\$110.00

07/01/07

**\*The Development and Sustainability Director is authorized to reduce the unauthorized construction fee to 25% (0.25) of the Building Permit Fee in the case of a cooperative homeowner that acts to resolve the violation within 30 days after receiving the violation.**

**Fee Recommendation Schedule**

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Exhibit B - Development Services  
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**Document of Change: Resolution**

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**IMPACT FEES:**

07/01/13

Impact fees shall be paid to the City prior to or in conjunction with the issuance of any permit, or extension thereof, or prior to the completion of any connection to the City's water or wastewater system. Refer to the Mesa City Code Section 5-17-5(B).

<b>Mesa Development Impact Fees</b>										
<b>Impact Fee Categories</b>										
Description	Unit	Water	Waste Water	Parks	Library	Fire	Public Safety	Storm Water	Total	Total
<b>RESIDENTIAL LAND USES:</b>										
Single Residence Detached	dwelling	\$ 2,220	\$ 2,659	\$ 1,122	<del>\$ 464</del>	\$ 272	\$ 402	\$ 366	<del>\$ 7,505</del>	\$ 7,041
Manufactured Home (on platted lot)	dwelling	\$ 2,220	\$ 2,659	\$ 1,122	<del>\$ 464</del>	\$ 272	\$ 402	\$ 366	<del>\$ 7,505</del>	\$ 7,041
Single Residence Attached	dwelling	\$ 1,265	\$ 1,516	\$ 802	<del>\$ 332</del>	\$ 230	\$ 388	\$ 195	<del>\$ 4,728</del>	\$ 4,396
Multi-Residence	dwelling	\$ 1,265	\$ 1,516	\$ 802	<del>\$ 332</del>	\$ 230	\$ 388	\$ 195	<del>\$ 4,728</del>	\$ 4,396
Manufactured Home or Recreational Vehicle	pad/ space	\$ 577	\$ 691	\$ 690	<del>\$ 286</del>	\$ 146	\$ 84	\$ 195	<del>\$ 2,669</del>	\$ 2,383
<b>NON-RESIDENTIAL LAND USES:</b>										
Hotel/Motel	room	see water meter sizes		N/A	N/A	\$ 108	\$ 159	\$ 119		
Non-Residential	1 sq ft	see water meter sizes		N/A	N/A	\$ 0.215	\$ 0.318	\$ 0.238		
3/4" (water meter size)	meter	\$ 2,220	\$ 2,659							
1"	meter	\$ 5,550	\$ 6,648							
1 1/2"	meter	\$ 11,100	\$ 13,295							
2"	meter	\$ 17,760	\$ 21,272							
3"	meter	\$ 35,520	\$ 42,544							
4"	meter	\$ 55,500	\$ 66,475							
6"	meter	\$ 111,000	\$ 132,950							
8"	meter	\$ 177,600	\$ 212,720							
10"	meter	\$ 255,300	\$ 305,785							

Plus Transaction Privilege (Sales) Tax, where applicable