

**CITY OF COOS BAY
JOINT CITY COUNCIL / URA WORK SESSION
Agenda Staff Report**

MEETING DATE December 27, 2016	AGENDA ITEM NUMBER
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TO: Mayor Benetti and City Councilors

FROM: Eric Day, Community Development Director

THROUGH: Rodger Craddock, City Manager

ISSUE: Land Use Fees

BACKGROUND:

In 2014, the City started reviewing its land use review fees and met several times with both the Planning Commission and the City Council Finance Committee. Currently, the City's General Fund is subsidizing the review of permit applications to a great extent. Staff is looking for direction as to whether the City chooses to continue to subsidize this review for private development as we currently are, subsidize to a lesser extent, or if it would like to pass "the true cost of review" along to the system users.

In Fiscal Year (FY) 15/16, the City's Planning Department reviewed 168 land use permits bringing in \$22,915. The Planning Department is staffed by two full time employees who spend a good portion of their time to complete these applications. With our recent development code rewrite, staff and developers have seen a decrease in time required for some types of land use applications; but State law dictates how different applications are to be reviewed. This process can be quite time consuming for staff to complete (it is important to remember that land use reviews are different than building, right-of-way, engineering, and other plan reviews that the City completes).

The attachments show our current fees, proposed fees based on true cost to review, and some comparison jurisdictions. The comparison jurisdictions are all over the board and are based on different factors. In the Portland Metro, Eugene, and Bend areas, the fees charged are well in excess of any more rural jurisdiction in the State. Here locally, Coos County bases their fees on true cost of review at an average dollar per hour fee higher than we are proposing (\$85 per hour vs. \$70 per hour) while North Bend is generally lower than our current fees. However, North Bend is currently looking at raising both their land use and building department fees to be more in line with their cost to review the applications.

ADVANTAGES:

Should the Council elect to raise land use review fees to more fully reflect their true cost to review the General Fund, it would not be required to subsidize these costs to the extent that they are currently.

DISADVANTAGES:

The increased fees will make the review costlier for users of the system.

ACTION REQUESTED:

Staff is seeking Council direction on how to proceed with the proposed land use review fees.

Attachments:

- A – Jurisdiction Comparison Worksheet
- B – Proposed Fee Increase Based on True Cost of Review

Jurisdiction Comparison of Land Development Fees

Permit Type	City of Newport	City of Florence	City of North Bend	City of Roseburg	Coos County	City of Coos Bay Current	Proposed Fees (Based on true cost of review)
Appeal to PC or CC	\$292 + cost of verbatim transcript \$600 or \$749 with PC	\$350 for PC. \$500 for CC	\$100 (PC) & \$250 (CC)	50% of application fee	\$1,600	\$375	\$700
Conditional Use		\$1,500	\$250	\$533	\$1,153	\$375	\$1,400
Home Occupation		\$100	\$50	\$100	\$100	\$15	\$55
Lot Line Adjustment	\$299	\$100	\$150	\$214	\$300	\$190	\$210
Text Amendment	\$1,178	\$2,500	\$400 + cost		\$2,570	\$825+	\$2,800
Partition	\$312	Minor partition plan is \$1500. Major partition plan is \$2000.	\$400	\$427	\$1,200	\$575	\$560
Plan Amendment	\$1,178			\$1,042 or \$1,563 with UGB expansion	\$2,570	\$675	\$2,800
PUD	\$1030 + \$47/unit	\$3750 + \$150/acre > 10 acres	\$400	\$959 + \$10 per lot & \$106 (final)	\$1,200	\$525+	\$2,850 + \$75 per lot
Site Plan (Type II)	\$603	\$1400 + \$50/1000 sq. ft. > 10,000 sq. ft.			\$1,153	\$525+	\$700 + 0.15 per sq. ft.
Street Name or Address Change			\$150		\$400/\$200	\$55	\$70
Subdivision	\$1359 + \$47/unit	\$2000 + \$50/lot	\$400	\$959 + \$10 per lot, \$106 plan review, \$106 final plat	\$1,200	\$1,630+	\$2,850 + \$75 per lot
Vacation	\$757	\$3,000	\$400		\$2,512 (when public hearing required)	795+	\$1,400
Variance	\$497 or \$577 with PC	\$1,300	\$250	\$214 (administrative) & \$427 for PC public hearing	\$1,153	\$375	\$280
Zone Change	\$1,178	\$2,500	\$400	\$799	\$2,570	\$675	\$2,100
Pre-Application Conference		Staff rate + 20%			\$550	\$500	\$500