

ARESOLUTION NO. 20-23

A RESOLUTION SETTING A FEE SCHEDULE FOR VARIOUS LAND USE AND DEVELOPMENT PERMIT APPLICATIONS; AND REPEALING RESOLUTION NO. 01-01.

WHEREAS, the City receives requests from property owners and developers for approval of various land use actions; and

WHEREAS, the City processes permits for performing work within the public right-of-way;

WHEREAS, it is important that the City recover the costs associated with processing these;

NOW, THEREFORE, THE CITY COUNCIL RESOLVES AS FOLLOWS:

SECTION 1. Application Fee Schedule. The following fees shall be paid with the application:

Type of Application:

<u>Administrative Review/ Pre-Application Meeting</u>	\$75.00 Base Fee which includes all staff time and One (1) hour Planning Consultant.	PLUS Actual Costs for Planner, Attorney or Engineer Over costs covered by Base Fee
<u>Variance</u>	\$450.00 Base Fee which includes all staff time and four (4) hours Planning Consultant.	PLUS Actual Costs for Planner, Attorney or Engineer over costs covered by Base Fee
<u>Partitions</u>	\$500.00 Base Fee Which includes all Staff time, four (4) hours Planning Consultant, and one (1) hour Engineer.	PLUS Actual Costs for Planner, Attorney or Engineer over costs covered by Base Fee
<u>Planned Unit Development</u>	\$1,400.00 Base Fee Which includes all Staff time and eight (8) hours Planning Consultant and one (1) hour Engineer.	PLUS Actual Costs for Planner, Attorney or Engineer over costs covered by Base Fee
<u>Subdivision</u>	\$1,200.00 Base Fee Which includes all Staff time, eight (8) hours Planning Consultant, and three (3) hours Engineer.	PLUS Actual Costs for Planner, Attorney or Engineer over costs covered by Base Fee
<u>Lot Line Adjustment</u>	\$125.00	
<u>Signs</u>	\$75.00 + \$2.00 per square foot	
<u>Conditional Use</u>	\$625.00 Base Fee Which include all Staff time, five (5) hours Planning Consultant, and one (1) hour Engineer.	PLUS Actual Costs for Planner, Attorney or Engineer over costs covered by Base Fee
<u>Site Plan Review</u>	\$625.00 Base Fee Which include all Staff time, five (5) hours Planning Consultant, and one (1) hour Engineer.	PLUS Actual Costs for Planner, Attorney or Engineer over costs covered by Base Fee

<u>Zone Change</u>	\$625.00 Base Fee Which include all Staff time, five (5) hours Planning Consultant, and one (1) hour Engineer.	PLUS Actual Costs for Planner, Attorney or Engineer over costs covered by Base Fee
<u>Comprehensive Plan Amendment</u>	\$1,000.00 Base Fee Which include all Staff time, eight (8) hours Planning Consultant, and one (1) hour Engineer.	PLUS Actual Costs for Planner, Attorney or Engineer over costs covered by Base Fee
<u>Vacations</u>	\$600.00 Base Fee Which include all Staff time and four (4) hours Planning Consultant.	PLUS Actual Costs for Planner, Attorney or Engineer over costs covered by Base Fee
<u>Temporary Permit</u> *A temporary permit will not be allowed until a building permit is purchased through the City of Manzanita	\$300.00 Base Fee Which include all Staff time and two (2) hours Planning Consultant.	PLUS Actual Costs for Planner, Attorney or Engineer over costs covered by Base Fee
<u>Annexation</u>	\$1,000.00 Base Fee Which include all Staff, eight (8) hours Planning Consultant, and one (1) hour Engineer	PLUS Actual Costs for Planner, Attorney or Engineer over costs covered by Base Fee
<u>Amendment to Urban Growth Boundary</u>	\$1,000.00 Base Fee Which include all Staff time, eight (8) hours Planning Consultant, and one (1) hour Engineer	PLUS Actual Costs for Planner, Attorney or Engineer over costs covered by Base Fee
<u>Pre-application Conference Costs</u>	\$ 225.00	
<u>Zoning/Building Review Plan</u>		
A. Accessory Structure, minor review	\$100.00	
B. House or Mobile Home	\$250.00	
C. Multi-family dwellings	\$250.00 + \$50.00 per unit	
D. Commercial, Industrial, Other Projects	\$650.00 Base Fee Which included all Staff time, five (5) hours Planning Consultant, and one (1) hour Engineer.	PLUS Actual Costs for Planner, Attorney or Engineer over costs covered by Base Fee

SECTION 2. Multiple Applications. If multiple land use applications are necessary on a single project and a single applicant, the applicant shall pay the highest Base fee of the applications necessary, plus 20% of the other Base fees involved.

SECTION 3. Appeal Fee Schedule. Fees for Appeal of Decision will be \$450.00. This base charge includes all Staff time, eight (8) hours Planning Consultant, and one (1) hour Engineer; plus any extra costs for the Planner, Attorney or Engineer over costs covered by Base Fee.

SECTION 4. Fee Refunds

- A. A refund of an application fee will be issued if an application is withdrawn. The refund will be equal to the original Base Fee plus any additional deposits made less the actual costs paid to the planner, attorney, or engineer directly attributable to the application and less any direct costs for publishing or mailing of public hearing notices.
- B. A refund of an appeal fee will be issued if the application on which the appeal is based is withdrawn.

SECTION 6. Payment Agreement Required. Each applicant shall be required to sign an agreement developed by the City Attorney that requires the Applicant to pay any and all costs determined by the City Staff to be above the costs covered by the Base Fees.

SECTION 7. Annual Review. The Planning Commission shall review these fees each year and make a report to the Council as to whether any change should be made to them.

SECTION 8. Resolution No. 01-01 Repealed. Resolution No. 01-01 is hereby repealed.

ADOPTED by the City Council this 9th day of December, 2020.

APPROVED by the Mayor this 9th day of December, 2020.

Mayor, Michael Scott

ATTEST:

Interim City Manager, John Kunkel