

SOUTH JORDAN CITY
CITY COUNCIL MEETING

August 5, 2025

Present: Mayor Dawn Ramsey, Council Member Patrick Harris, Council Member Kathie Johnson, Council Member Don Shelton, Council Member Tamara Zander, Council Member Jason McGuire, City Manager Dustin Lewis, Assistant City Manager Don Tingey, City Attorney Ryan Loose, CFO Sunil Naidu, Police Sergeant Adrian Montelongo, Fire Chief Chris Dawson, Director of Engineering & City Engineer Brad Klavano, Director of Recreation Janell Payne, Public Works Director Raymond Garrison, Director of Planning & Economic Development Brian Preece, Director of Administrative Services Melinda Seager, CTO Matthew Davis, Senior System Administrator Phill Brown, GIS Coordinator Matt Jarman, City Recorder Anna Crookston, Long-Range Planner Joe Moss, Graphic Design Content Coordinator Tyson Cole, Planning Commissioner Sam Bishop

Absent:

Other (Electronic) Attendance: BL ZGB, Brown & Seelye Attorneys

Other (In-Person) Attendance: Gary Howland, Laura Lewis, Giovanni Perez

6:30 P.M.
REGULAR MEETING

A. Welcome, Roll Call, and Introduction - *By Mayor, Dawn R. Ramsey*

Mayor Ramsey welcomed everyone present and introduced the meeting.

B. Invocation – *By Council Member, Kathie Johnson*

Council Member Johnson offered the invocation.

C. Pledge of Allegiance – *By Director of Recreation, Janell Payne*

Director of Recreation Payne led the audience in the Pledge of Allegiance.

D. Mayor and Council Reports:

Mayor Ramsey announced that the mayor and council reports would be skipped to allow attendees to participate in National Night Out Against Crime, which is taking place that evening in South Jordan. She emphasized the importance of community engagement and stated the meeting would proceed directly to the next agenda item to accommodate those wishing to attend.

E. Public Comment:

Mayor Ramsey opened the public comment portion of the meeting.

Jeff Rose (Resident) – He and his family have lived in South Jordan for 33 years. My City Representative is Council Member Kathy Johnson, thank you for allowing me time to speak at your meeting. My reason for being here today is to address a problem that exists in the South Jordan Police Department. I want to speak about what that problem is and a solution that would be beneficial to the department and for the residents here in South Jordan. On the morning of July 29, 2025, two South Jordan police officers knocked on our door. I was in the shower, so my wife, who works at home, had to answer the door. She asked why the officers were there, and they told her that it was to investigate a camera that was put in our backyard that was supposedly spying on my next-door neighbor. My wife had to get back to work, so she called me in, and I came to the officers. They said the same thing: they wanted to see the camera in our backyard. I said, “Okay, let's go take a look at it.” We went outside, and my wife replied that any disputes over cameras needed to be addressed by the Salt Lake Third District Civil Court. The officers were persistent, so I took them into my backyard. They did not want to hear that. I then went to show them where my camera was. I don't know if you can see this, but this is a picture of what my camera is looking at, it's my garden area. I've had some recent vandalism there. I told them that the camera is 37 feet from my fence and is looking into my garden. It is not looking into my neighbor's yard. Why is this significant? I told them that this is a continual complaint that my neighbor makes about my security cameras. I assured them that the only reason I have the cameras was to prevent vandalism and that I was not interested in spying on him. Still, the officers were persistent. I then said, “Let's go into my backyard,” and that's what I did. I said to the officer, “This is my camera here. I can show you what it's looking at, but I need a court order to do that. The Third District Civil Court must give me an order before I can show anyone exactly what the camera is recording.” After the officers left, my wife, who was frustrated and in tears, commented that this visit put her job in jeopardy. She has many meetings during the day and cannot be disturbed by these types of distractions. Fortunately, she wasn't fired. She then asked me, “How can we stop this constant harassment from our neighbor?” Interestingly, the police report filed by these two officers stated; “This case is civil in nature and will be closed and retained for informational purposes only.” Why am I concerned about this? This was the sixth time officers have come to my house. I feel that it is harassment toward my family and me. What I recommend is a protocol for the South Jordan Police Department to handle matters that are civil in nature, chronic, and only resolvable by a civil court. The department should at least be able to call in advance instead of just appearing on the doorstep, which I felt was wrong. There are many other details I could go into, but I do not have time. The main message I want to share is that my family and I feel harassed, and unfortunately, the South Jordan Police Department has inadvertently helped facilitate this harassment. If possible, I urge the City Council to consider helping the South Jordan Police Department implement a procedure that screens what constitutes an acute risk, acute, not chronic, necessitating two officers coming out. By the way, I calculated that thousands of dollars have been involved in these incidents. I am very qualified to perform a cost analysis, and this is one way to save money for South Jordan, by preventing unnecessary police visits. Thank you.

Mayor Ramsey thanked Mr. Rose and acknowledged his efforts, noting that he is working with City Attorney Rayan Loose.

Mr. Rose noted that City Attorney Ryan Loose has been very, very good to listen to things and has been able to coordinate some matters. There are some things I want, and I would ask him to coordinate a meeting with Deputy Chief Hansen. He added, “I think this could be addressed. I believe the South Jordan Police do a terrific job. The men and women put their lives on the line for us, and it’s a thankless job. I have a lot of respect and admiration for those police officers who uphold the law. I wanted to say that, so I’m thankful for their efforts in protecting my family and me. “But right now, I’m not feeling too protected. Especially if my wife loses her job because of all of this, it’s just, it’s crazy. But anyway, it is what it is, and hopefully we can affect some change, because I really will work for that. I am going to be here for the Council. If you need anyone who can do cost analysis, I can do that very well. I’m just shy of a PhD in economics; I have an MBA with an emphasis in cost analysis and macroeconomics, and I have a bachelor’s degree in economics, so I am qualified for that. “I reach out to the South Jordan City Council to offer any type of service you want me to do. I feel like I could help in many ways. Saving money is extremely important right now; being frivolous with our resources is not a good idea, just my opinion. But you’ve had a lot of that tonight, so thank you for bearing with me. This is my first experience in a City Council meeting. I hope it wasn’t too terrible, my presentation, but I appreciate your efforts in making South Jordan great, and it is a great city. Thank you.

Vanessa Jaramillo (Resident) –Ultimately, I did send an email (Attachment A), and I received a response indicating that some of you here also received that email. I am here to ask that a traffic situation be addressed in that area. There are people speeding, going at least twice the speed limit, which is 35 miles per hour. “Ultimately, the road corridor from the west, up past the bike park and Highland Park, and also Kitty Hawk Road, going basically north and south just right west or east of the park, people are driving 70 miles per hour. There are dogs that are unleashed, playing with their owners in the park, and also children riding scooters, which is concerning. “I came out of the free movie last Friday, which I really enjoyed, and I got honked at, and they called the cops on me as a pedestrian. They were the ones speeding. “Ultimately, I would like some kind of mitigation. I am requesting maybe flashing lights, speed bumps, or bigger electronic signs so that people are aware of how fast they are going in a neighborhood that is meant to be walkable. That’s ultimately my request.”

Mayor Ramsey acknowledged receipt of the comment and noted the City is are working on it.

Mayor Ramsey closed the public comment portion of the meeting.

F. Action Items:

- F.1. Resolution R2025-34, Consideration of a resolution authorizing the issuance and sale by the City of not more than \$45,000,000 aggregate principal amount of Water Revenue Bonds, Series 2025; fixing the maximum aggregate principal amount of the Bonds, the maximum number of years over which the Bonds may mature, the maximum interest rate

which the Bonds may bear, and the maximum discount from par at which the Bonds may be sold; delegating to certain officers of the City the authority to approve the final terms and provisions of the Bonds within the parameters set forth in the resolution; providing for the publication of a Notice of Public Hearing and Bonds to Be Issued; providing for the running of a contest period and setting of a public hearing date; authorizing and approving the execution of an indenture, a preliminary official statement, an official statement, a bond purchase agreement, and other documents required in connection therewith; authorizing the taking of all other actions necessary to the consummation of the transactions contemplated by the resolution; and related matters. (By CFO, Sunil Naidu)

CFO Sunil Naidu presented the resolution authorizing the city to issue and sell a water revenue bond. He explained that this resolution is somewhat different from typical resolutions, as it establishes parameters for the bond issuance and delegates certain authorities to designated officials, including the mayor, city manager, and CFO. This delegation allows them to make time-sensitive decisions over the next two months regarding the bond, such as whether to pursue a private placement or competitive sale, hiring underwriters and rating agencies, and adjusting documentation as needed. The proposed bond is intended to raise \$45 million, with proceeds allocated for the construction of a water tank and a portion of the Public Works building. He outlined key parameters of the bond, including a maximum term of 31 years, a maximum interest rate of 6%, a minimum sale price of 97% of par, and a public hearing scheduled for September 2. He noted that the hearing would allow the public to provide input on the project, including potential impacts on the private sector. He emphasized that the resolution has been reviewed by the city's bond counsel, city attorney, city manager, and financial advisor, and that the final bond documentation will be extensively vetted to ensure the city's financial interests are protected. He also highlighted the importance of maintaining affordability of debt service and noted that a strong bond rating would influence the interest rate and marketability of the bonds. He concluded by recommending Council approval to proceed with the issuance process and offered to answer any questions.

Council Member Shelton asked when the city would be ready for the public hearing. CFO Naidu responded that if the Council approves the resolution today, it includes setting the public hearing for September 2 as part of the process.

Council Member Shelton asked for an estimated breakdown of the bond, specifically how much would be spent on the water tank versus the annex building remodel and the Public Works building. CFO Naidu responded that, based on preliminary estimates, between \$30 million and \$36 million of the bond would be spent on the water tank. He noted that the bid process has not yet closed. The remainder would be spent on the Public Works building.

Council Member Shelton asked, assuming everything goes as planned, when construction on the water tank is expected to begin. City Engineer Klavano responded that the project is currently out to bid, with the bidding period closing next week. Once awarded, the contractor will have a

two-year window to complete construction, allowing flexibility to achieve a better price and accommodate scheduling within that timeframe.

CFO Naidu noted that, as previously approved by the Council a month or two ago, the reimbursement resolution for the transmission line allows that portion of work to proceed at any time before the water tank construction begins. City Engineer Klavano added that the transmission line needs to be constructed sooner rather than later to coordinate with the new U-111 corridor. Completing it now ensures the city manages the work proactively rather than having future developers or projects dictate the timing.

Council Member Shelton asked how the city selects the trustee, underwriter, and bond counsel for the bond issuance and what the process is for making those decisions. CFO Naidu responded that the first step in selecting these parties is hiring the city's financial advisor, who works alongside bond counsel to represent the city's interests. Together, the advisor and himself evaluate potential underwriters. While underwriters primarily represent investor interests, existing relationships can be helpful in facilitating the process. If necessary, the city may put the underwriter selection out for competitive bid, depending on the circumstances, to determine what is best for the city. Council Member Shelton clarified that US Bank serves as the city's trustee, while the underwriter could be a different firm. CFO Naidu explained that the underwriter for the bond is Stifel, Nicolaus & Company. Regarding the trustee, he noted that US Bank was chosen for convenience and past experience, emphasizing that the ability to work well with the city matters in selecting a trustee, and that different trustees have been used in prior bond issuances.

City Attorney Ryan Loose explained that bond counsel is selected through a non-competitive process. The city consistently uses Randy Larson and his firm, Gilmore & Bell, which has handled all of the city's bond work for the past three to four years. He noted that the firm is very reliable and familiar with the city's operations.

Council Member McGuire clarified that the bonds under discussion will not result in a tax increase, as they are already accounted for within the city's water fund. CFO Naidu confirmed that is correct, noting that the bond payments are already incorporated into the water fund rates. He explained that the city evaluates its coverage by comparing revenues and expenses to determine how much surplus is available to cover debt service. Typically, investors prefer a coverage ratio of at least 1.25 times, and South Jordan currently has approximately twice that amount, indicating the city is well-positioned to meet debt service payments without affecting taxes.

Council Member McGuire motioned to approve Resolution R2025-34, Consideration of a resolution authorizing the issuance and sale by the City of not more than \$45,000,000 aggregate principal amount of Water Revenue Bonds, Series 2025; fixing the maximum aggregate principal amount of the Bonds, the maximum number of years over which the Bonds may mature, the maximum interest rate which the Bonds may bear, and the maximum discount from par at which the Bonds may be sold; delegating to certain officers of the City the authority to approve the final terms and provisions of the Bonds within the parameters set forth in the resolution; providing for the publication of a Notice of Public Hearing and Bonds to Be Issued; providing for the running of a contest period and setting

of a public hearing date; authorizing and approving the execution of an indenture, a preliminary official statement, an official statement, a bond purchase agreement, and other documents required in connection therewith; authorizing the taking of all other actions necessary to the consummation of the transactions contemplated by the resolution; and related matters. Council Member Johnson seconded the motion.

Roll Call Vote

Council Member McGuire - Yes

Council Member Johnson - Yes

Council Member Harris - Yes

Council Member Shelton - Yes

Council Member Zander - Yes

The motion passed with a vote of 5-0.

Mayor Ramsey noted that the resolution passed, which will initiate the process toward issuing the bond, including a public hearing on September 2 and all other related steps. She emphasized that as the city continues to grow, additional infrastructure is necessary, including a new water tank, and that this project has been planned and budgeted for with current revenues for some time.

- F.2. Resolution R2025-43, Authorizing the Mayor to sign an Interlocal Cooperation Agreement between the City of South Jordan and Sandy City for 10000 S. Jordan Gateway to I-15 overlay. (By Director of Engineering & City Engineer, Brad Klavano)

Director of Engineering & City Engineer Brad Klavano provided an overview of the Shields Lane project, noting that a contractor has already been awarded the work. The project includes milling and overlaying the travel lanes from 1300 West to Jordan Gateway, while the section from Jordan Gateway to I-15 will receive full milling and overlay. A portion of this section, from the railroad tracks to I-15, lies within Sandy City. After coordination with Sandy City, they agreed to pay their share of \$28,478 based on the bid, including any potential overruns. He noted this arrangement benefits both cities and the road itself, and he recommended approval of the resolution.

Council Member Harris motioned to approve Resolution R2025-43, Authorizing the Mayor to sign an Interlocal Cooperation Agreement between the City of South Jordan and Sandy City for 10000 S. Jordan Gateway to I-15 overlay. Council Member McGuire seconded the motion.

Roll Call Vote

Council Member Harris - Yes

Council Member McGuire - Yes

Council Member Johnson - Yes

Council Member Shelton - Yes

Council Member Zander - Yes

The motion passed with a vote of 5-0.

G. Public Hearing Items:

- G.1. Resolution R2025-37, Authorizing an amendment to the South Jordan City Fee Schedule. (By Director of Engineering & City Engineer, Brad Klavano)

Director of Engineering & City Engineer Brad Klavano reviewed prepared presentation (Attachment B). He explained that at the May 6, 2025, City Council work session, Fred Philpott from LRB Financial Public Finance Advisors had presented the methodology for calculating development processing fees for planning, engineering, and building permits. The process involves a detailed program and process map for each fee, accounting for staff time and hourly rates to determine the appropriate fee. He noted that the proposed fees were intended to be included in the budget package, but some adjustments and additional fees were required, delaying their inclusion. The presentation included in the council packet shows current fees versus proposed fees, with most fees increasing to account for wage and cost increases since the last adjustment. He emphasized that the process was thoroughly explained in May and that the updated fees are intended to recoup the actual costs of processing development projects.

Mayor Ramsey open the public hearing for Resolution R2025-37. There were no comments. Mayor Ramsey closed the public hearing.

Council Member Shelton asked when the last time the development processing fees were updated. City Engineer Klavano responded that the last update to the development processing fees occurred in 2022. However, he clarified that the last comprehensive study using process maps was completed even earlier. He added that he and CFO Sunil Naidu have discussed the importance of updating the fees more regularly and plan to aim for a review every two to three years moving forward, rather than waiting as long as they did this time.

Council Member Shelton motioned to approve Resolution R2025-37, Authorizing an amendment to the South Jordan City Fee Schedule. Council Member Zander seconded the motion.

Roll Call Vote

Council Member Shelton - Yes
Council Member Zander - Yes
Council Member Harris - Yes
Council Member Johnson - Yes
Council Member McGuire - Yes

The motion passed with a vote of 5-0.

- G.2. Zoning Ordinance 2025-05-Z, Rezoning property located at 9450 South Redwood Road in the City of South Jordan from P-O (Professional Office) Zone to A-1 (Agricultural, minimum 1 acre lot) Zone; Tina Franco,

Howland Partners (Applicant). (By Director of Planning & Economic Development, Brian Preece)

Director of Planning & Economic Development Brian Preece reviewed prepared presentation (attachment C). He explained this is a proposal and request to rezone from Professional Office (PO) to Agricultural (A-1). He noted that this is a downzone request, which is uncommon. He explained that the current land use designation is Stable Neighborhood, which aligns with the proposed zoning change, so a land use amendment is not required. The property has historically been used as both a residence and an office, the front portion functioning as an office building and the back portion as a residence. Since the business has relocated, the applicant is now seeking to rezone the entire parcel to A-1 to allow for full residential and agricultural use. He noted that the property is surrounded entirely by residential zoning, including A-1, RM-6, and R-2.5 designations, making the rezone consistent with the surrounding area. Staff sees no issues with the request and recommends approval of the rezone.

Gary Howland (Applicant) - Stated that he has lived at the location for approximately 27 years. When he originally purchased the property, it included a barn, which he later converted into an office. He explained that he is a developer and recently moved his business operations back to Murray, where he owns additional property. He referenced a project there where Best Buy and Barnes & Noble were demolished, and the site is now being developed into approximately 350 multifamily apartments, a project expected to take about five to seven years.

Mayor Ramsey open the public hearing for Zoning Ordinance 2025-05-Z.

Giovani Perez (Resident) - Expressed concern regarding the proposed downzoning of the property. He referenced a prior appearance at a Planning Commission meeting approximately two weeks ago, where he stated he did not feel he was treated appropriately. At that time, he posed a question about how the proposed zoning change might affect adjacent properties and future zoning applications. He was told that someone would follow up with an answer before the application proceeded, but he reported that no one contacted him. He reiterated his original questions, now with more specificity. First, he asked how the downzoning might impact future zoning applications from properties adjacent to the subject parcel. Second, he inquired about the potential impact to property values, noting that real estate data suggests zoning changes can influence value. He expressed disappointment that his initial questions were not addressed and emphasized his continued interest in understanding the long-term implications of the rezoning on neighboring parcels and property values.

Mayor Ramsey closed the public hearing.

Council Member Zander asked a clarifying question directed to staff regarding the city's verification process when an applicant claims they have ceased business operations at a property in order to request a downzone. Specifically, she inquired whether the City conducts any kind of follow-up or onsite inspection to confirm that all business activity has actually been removed from the property, or what the typical process is for verifying such a claim before approving a zoning change. Director Preece responded that he was not certain whether staff had gone out to verify the removal of the business from the property in this particular case. However, he noted

that staff could certainly conduct a site visit if the council desired it. He added that the applicant, Mr. Howland, has worked with the city numerous times in the past, and staff has no reason to believe the business has not been moved as stated.

Council Member Zander asked whether downzoning the property to agricultural (A-1) would negatively impact neighboring properties. Director Preece responded that he does not believe the downzoning will negatively impact neighboring properties. He noted that removing commercial activity from the site could potentially increase property values, but based on his experience, the change is unlikely to have any significant effect on surrounding properties.

Council Member Zander asked about the city's criteria for agricultural zoning, specifically whether the designation requires keeping animals or a certain percentage of the land to be used for cultivation. Director Preece responded that no agricultural use is required for the rezoning. In this case, the request is simply to align the zoning with the existing residential use. He noted it is unusual for a property to have two zones, and while it is not problematic, the city prefers single-zone properties for simplicity. The property owner could have requested a different residential zoning for the entire lot, but they chose to return it to its previous zoning status.

Council Member Zander asked if anyone had personally visited the property, noting that from Google Maps it appears quite unique, with a tree-lined street leading into a large parking lot. Director Preece explained that Mr. Howland had previously described, and would be happy to share again, the residential plans for the various buildings on the property, including garages and other structures. Director Preece added that Mr. Perez who had spoken during the public hearing, had asked similar questions at the Planning Commission meeting but left before the public hearing concluded, so his concerns were not fully addressed. He stated that he does not believe the rezoning would negatively impact Mr. Perez's quality of life or property values in anyway.

Council Member Zander asked the applicant, Gary Howland, to clarify his plans for the property. She noted the large building and parking lot visible on Google Maps and expressed concern about how the property qualifies as agricultural. She asked Mr. Howland to provide more detail about what he intends to do with the property after the proposed rezoning.

Mr. Howland explained that when he purchased the property, the original 2,500-square-foot barn still existed, which had previously been used as an office with two wings containing three offices each. Those offices have since been vacated and relocated to Murray. He noted that the property originally functioned as a horse property, with riding areas in the back and a horse walker in front, which he has since asphalted and improved over time. He described the property as a personal oasis, highlighting features like a pool, ice cream machine, and a tennis/pickleball court. He stated he and his wife, married 23 years, have no intention of leaving the property, where they raised their children and host their grandchildren. Additionally, he mentioned his involvement in developing the nearby subdivisions, named after family members.

Council Member Zander inquired about the future use of a building on the property that was originally a barn. She noted that the barn had been expanded with additional wings for office space, which have since been vacated, and asked the applicant to clarify the intended purpose for the building moving forward. Mr. Howland responded that he most likely plans to apply for an

accessory dwelling permit for the barn, allowing one of his children or grandchildren to live there temporarily, such as while attending school or college. He noted that all office spaces in the 2,500-square-foot barn have been removed, returning the structure to its original configuration.

Council Member Shelton motioned to approve Zoning Ordinance 2025-05-Z, Rezoning property located at 9450 South Redwood Road in the City of South Jordan from P-O (Professional Office) Zone to A-1 (Agricultural, minimum 1 acre lot) Zone; Tina Franco, Howland Partners (Applicant). Council Member Harris seconded the motion.

Roll Call Vote

Council Member Shelton - Yes

Council Member Harris - Yes

Council Member Johnson - Yes

Council Member Zander - Yes

Council Member McGuire - Yes

The motion passed with a vote of 5-0.

Council Member Shelton noted that Mr. Perez had asked how this rezoning might impact his ability to apply for a change to his own property, seeking clarification on that concern. Director Preece responded that it would depend on the nature of the requested zoning; if the request aligns with the land use map, it should be feasible.

Council Member Shelton confirmed that the zoning change under discussion has no impact on an individual's ability to apply for a zoning change. He noted, however, that approval of any future request is a legislative decision for the City Council.

City Attorney Ryan Loose added that, from a legal standpoint, the situation would be no different than if the property owner had requested a zoning change prior to the current rezoning action.

G.3. Ordinance 2025-14, Fixing the compensation for the South Jordan City Recorder. (By CFO, Sunil Naidu)

CFO Sunil Naidu explained this is an ordinance to adjust the City Recorder's salary to account for a previously approved 1% increase for all employees, which had not been applied to the City Recorder's compensation. This adjustment ensures compliance with the statutory requirement to fix employee salaries by ordinance.

Mayor Ramsey open the public hearing for Ordinance 2025-14. There were no comments. Mayor Ramsey closed the public hearing.

Council Member Zander motioned to approve Ordinance 2025-14, Fixing the compensation for the South Jordan City Recorder. Council Member Johnson seconded the motion.

Roll Call Vote

Council Member Zander - Yes

Council Member Johnson - Yes

Council Member Harris - Yes

Council Member Shelton - Yes

Council Member McGuire - Yes

The motion passed with a vote of 5-0.

H. Staff Reports and Calendaring Items:

There were no staff reports.

Council Member McGuire motioned to adjourn the August 5, 2025 City Council Meeting. Council Member Johnson seconded the motion; vote was 5-0 unanimous in favor.

ADJOURNMENT

The August 5, 2025 City Council Meeting adjourned at 7:28 p.m.

This is a true and correct copy of the August 5, 2025 City Council Meeting Minutes, which were approved on August 19, 2025.



South Jordan City Recorder

From:
To:
Subject: City Council Meeting 8/5, comments
Date: Monday, August 4, 2025 2:32:18 PM

Dear Members of the City Council,

I appreciate the opportunity to address you regarding an urgent safety concern within our community, specifically the East/West street of South Jordan Parkway and the North/South Kitty Hawk Road near Highland Park in Daybreak. I am here to advocate for enhanced traffic control measures in this area due to the alarming speeds at which vehicles frequently travel.

Residents and pedestrians have observed that drivers often exceed speeds of 50 mph, creating a hazardous environment for families, cyclists, and walkers who regularly use this neighborhood. The proximity to Highland Park amplifies the risk, as children, pets and families are often present, engaging in outdoor activities and crossing streets to access the park's amenities.

The current traffic control measures are insufficient in curbing these dangerous speeds. I propose the implementation of additional safety interventions, such as enhanced signage, speed humps, or even traffic-calming roundabouts. Increased enforcement presence could also deter speeding and reinforce compliance with traffic laws.

Addressing this issue proactively will not only enhance safety but also reassure residents that their well-being is a priority. I urge the council to consider conducting a traffic study to assess the patterns and implement necessary changes swiftly.

Thank you for your attention to this critical matter. I look forward to your support in making our community safer for everyone.

Sincerely,

Vanessa Jaramillo



LEWIS | ROBERTSON | BURNINGHAM



SOUTH
JORDAN
CITY, UTAH

JULY 2025

DEVELOPMENT SERVICES FEE STUDY

PREPARED BY:

LRB PUBLIC FINANCE ADVISORS

FORMERLY LEWIS YOUNG ROBERTSON & BURNINGHAM INC.

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SECTION 1: EXECUTIVE SUMMARY

LRB Public Finance Advisors (LRB) was retained by the City of South Jordan (the City) to complete a cost of services study for the City's development services fees. The study identifies the appropriate distribution of costs to cover necessary services provided by the City for the following services:

- Planning & Development Fees and Charges
- Building Permit Fees

The purpose of this study is to ensure that the fees charged reflect the amount necessary to reasonably regulate the specified activity, including any disproportionate or enhanced services required by some permitting processes. The analysis is built around three main cost components, as follows:

- Employee Base Cost
- Department Overhead
- Administrative Overhead

NON-STANDARD APPLICATIONS/PERMITS

The analysis herein reflects the cost to process each application based on assumptions provided by the City regarding necessary processing time for each individual applicant. As such, the fees represent an average cost to process the specific application. If an applicant feels their application or permit is unique, the City may calculate a non-standard fee to process the application. This can be done using the per-minute cost assumptions multiplied by the time spent on the application for each City staff member or representative involved in the process (see **Section 3**).

OTHER CONSIDERATIONS

According to Utah Code 10-9a-510, "a municipality may not impose or collect a fee for reviewing or approving the plans for a commercial or residential building that exceeds the lesser of: (a) the actual cost of performing the plan review; and (b) 65% of the amount the municipality charges for a building permit fee for that building." Utah Code 10-9a-510 also requires that the fees imposed are based on the reasonable cost of processing the application, permit, inspection, regulation, or review.

The tables below propose the following changes to the City's Fee Schedule:

TABLE 1.1: SUMMARY OF RECOMMENDED PLANNING AND DEVELOPMENT FEES



DESCRIPTION	CURRENT FEE	PROPOSED	NOTES/JUSTIFICATION
Inspections outside of normal business hours	\$61 per hour (minimum charge - 2 hours)	\$76 per hour	Process Map
Re-Inspection Fee	\$158.00	\$167.57	Process Map
Inspections for which no fee is specifically indicated	\$54 per hour (minimum charge—1/2 hour)	NA	Remove Fee
Additional Plan Review Fee	\$171.00	\$284.28	Process Map
For use of outside consultants for plan checking and inspections	Actual costs.	NA	No Change
Accessibility & Energy Review Fee	\$25.00	NA	Remove Fee
Off Site Cleaning Fee	\$78.00	NA	Remove Fee
Subdivision Preliminary	\$1,953 Base + \$50 per lot	\$2,268.67 Base + \$53.97 per lot	Process Map
Subdivision - Final	\$2,816 Base + \$209 per lot	\$3,687.15 Base + \$240.80 per lot	Process Map
Subdivision Amendment (same regardless of size)	\$3,637.00	\$4,691.50	Process Map
Right of Way Vacation	\$1,818.00	\$1,057.35	Process Map
Site Plan Amendment Review Major Site Plan Amendment	\$1,352.00	NA	No Change/Rename.
Site Plan Review (Small Site 0-3 acres)	\$5,551.00	\$6,349.30	Process Map
Site Plan Review (All other Sites 3+ acres)	\$6,882.00	\$7,906.60	Process Map
Minor Site Plan Amendment Permit	\$496.00	\$749.98	Process Map
Small Residential Development	\$1,445.00	\$1,654.65	Process Map
Accessory Living Unit Planning Commission Review	\$642.00	\$859.63	Process Map
Accessory Living Unit Staff Review	\$147.00	\$195.90	Process Map
Conditional Use Permit	\$676.00	\$755.64	Process Map
Land Use Amendment	\$890.00	\$1,025.42	Process Map
Rezone and Land Use Amendment	\$924.00	\$1,047.31	Process Map
Rezone	\$890.00	\$995.16	Process Map
Rezone with Master Development Plan (MDP) - required with all mixed use rezones and land use amendments	\$2,227.00	\$2,432.58	Process Map
Zone to P-C Zone	\$23 per acre	NA	Remove Fee
Rezone with Development Agreement (Optional)	\$890 Base Rezone + \$1,584 Development Agreement	\$995.16 Base Rezone + \$1,882.49 Development Agreement	Process Map
Text Amendment	\$1,262.00	\$1,408.21	Process Map
Annexation	\$1,546.00	\$2,210.20	Process Map
Sign Permit	\$221.00	\$286.49	Process Map
Temporary Banner/Sign Permit	\$61.00	\$105.43	Process Map
Master Sign Design Guidelines Review	\$288.00	NA	No Change
Appeal to Planning Commission	\$288.00	NA	Remove Fee
Appeals to City Council	\$975.00	\$968.18	Process Map
Appeal to Appeal and Variance Hearing Officer	Actual cost of hearing officer's time based on contract with City. \$819 retainer required. If actual cost is less than retainer, the difference	NA	No Change



DESCRIPTION	CURRENT FEE	PROPOSED	NOTES/JUSTIFICATION
	between actual cost and retainer will be refunded to applicant. If actual cost is greater than retainer, applicant must pay the difference between actual cost and retainer before receiving hearing officer's decision		
Bond Landscaping Fee	\$50.00 If paid with credit card, 3% will be added to total	NA	Remove Fee
Impounded Sign Release Fee	\$30.00	NA	No Change
Nonconforming Use/Lot Review Fee	\$39.00	NA	Remove Fee
Wind Energy Conversion Systems	\$610.00	\$617.15	Process Map
Residential Chicken Permit	\$76.00	\$107.95	Process Map
Time Extension Fee	Half of application type base fee	NA	No Change
Lot Line Adjustment	\$742.00	\$925.35	Process Map
Zoning Compliance Letter	\$284.00	\$340.65	Process Map
Overtime Inspector fee	\$61 per hour	\$76 per hour	Process Map
Overtime Truck Fee	\$53 per day	NA	No Change
Curb Cut Encroachment Permit	\$193.00	\$233.50	Process Map
Standard Encroachment Permits	\$263.00	\$318.00	Process Map
Re-Issuance of Encroachment Permit Fee	\$129.00	NA	Remove Fee
Land Disturbance Fee	\$126.00	\$157.20	Process Map
Re-Issuance of Land Disturbance Permit	\$150.00	NA	Remove Fee
TV Video Inspection Fee	\$63 Base + \$0.77 per linear foot of pipe	\$74.50 Base + \$0.77 per linear foot of pipe	Process Map
Cold Weather Permit Paving Application Fee (Oct. 15 - March 15)	\$252.00	\$337.40	Process Map
Streetlight Connection Fee	\$150 per streetlight	\$120.93 Base + \$150.00 per streetlight	Process Map
Small Wireless Facility - Application Fee	\$100.00	NA	No Change
Small Wireless Freestanding Installation - Application Fee	\$250.00	NA	No Change
Small Wireless Right-of-Way	*A provider shall pay a right-of-way rate of the greater of 3.5 percent of all gross revenues related to the provider's use of the City's right-of-way for small wireless facilities or two hundred fifty dollars(\$250.00) annually for each small wireless facility in accordance with Utah Code section 54-21-502(2). A provider does not have to pay this	NA	No Change



DESCRIPTION	CURRENT FEE	PROPOSED	NOTES/JUSTIFICATION
	rate if it is subject to the Municipal Telecommunications License Tax under title 10, part 4, Municipal Telecommunications License Tax Act		
Traffic Control Fee (Encroachment Permit)	\$50 per day	\$596.00	Process Map
Development Agreement Amendment	New Fee	\$2,033.75	Process Map
Floodplain Permit: Limited Floodplain Encroachment (New Application)	New Fee	\$480.84	Process Map
Floodplain Permit: Floodway Encroachment/Map Revision/Zone A/Multi-Lot Development	New Fee	\$1,014.66	Process Map
City Council Review (Fence Height/Parking Reduction)	New Fee	\$588.38	Process Map
Same-Day Cancellation Fee	New Fee	\$83.79	Process Map

TABLE 1.2: SUMMARY OF RECOMMENDED BUILDING PERMIT FEES

DESCRIPTION	CURRENT FEE	PROPOSED	NOTES/JUSTIFICATION
Demolition (PRDE)			
Per Permit	\$38.42	\$45.59	Process Map
Single Family Detached (PRSFD)			
\$0-\$500,000	\$2,786.27	\$3,397.96	Process Map
\$500,001+	\$3,555.90	\$4,328.73	Process Map
Single Family Attached (PRSFA)			
\$0-\$500,000	\$2,692.72	\$3,180.49	Process Map
\$500,001+	\$3,436.51	\$4,051.70	Process Map
Retaining Wall (PRRW)			
\$0-\$500	\$500.51	\$609.72	Process Map
\$501+	\$683.96	\$833.20	Process Map
Sign (PRSG)			
\$0-\$500	\$223.01	\$274.36	Process Map
\$501+	\$343.94	\$422.16	Process Map
Roof (PRRF)			
Per Permit	\$158.01	\$193.13	Process Map
AG Bldg (PRGA)			
\$0-\$500	\$218.99	\$262.04	Process Map
\$501-\$2,000	\$469.51	\$569.19	Process Map
\$2,001-\$40,000	\$720.03	\$876.35	Process Map
\$40,001-\$100,000	\$1,020.77	\$1,245.66	Process Map
\$100,001-\$500,000	\$1,447.12	\$1,770.60	Process Map



DESCRIPTION	CURRENT FEE	PROPOSED	NOTES/JUSTIFICATION
\$500,001-\$1,000,000	\$2,051.55	\$2,516.76	Process Map
\$1,000,001+	\$2,908.44	\$3,577.36	Process Map
Deck (PRDK)			
\$0-\$500	\$174.21	\$210.94	Process Map
\$501-\$2,000	\$454.41	\$556.53	Process Map
\$2,001+	\$683.27	\$820.30	Process Map
Detached ACCE (PRDA)			
\$0-\$500	\$805.10	\$1,001.65	Process Map
\$501-\$2,000	\$805.10	\$1,001.65	Process Map
\$2,001-\$40,000	\$1,101.33	\$1,330.61	Process Map
\$40,001-\$100,000	\$1,145.62	\$1,388.96	Process Map
\$100,001-\$500,000	\$1,145.62	\$1,388.96	Process Map
\$500,001+	\$1,431.84	\$1,749.34	Process Map
Carport (PRCP)			
\$0-\$500	\$543.20	\$649.70	Process Map
\$501-\$2,000	\$577.96	\$692.11	Process Map
\$2,001-\$40,000	\$612.72	\$734.51	Process Map
\$40,001+	\$652.56	\$801.08	Process Map
Temp Power (PRTP)			
Per Permit	\$93.10	\$113.37	Process Map
Gas (PRGS)			
Per Permit	\$274.71	\$332.51	Process Map
Residential Power Meter (PRPM)			
Per Permit	\$207.02	\$257.39	Add to Fee Schedule/Rename
Electrical Only (PREL)			
Per Permit	\$212.66	\$260.19	Process Map
Appliance (PRAP)			
Per Permit	\$160.93	\$194.12	Process Map
Res Solar (PRSO)			
\$0-\$500	\$298.52	\$367.28	Process Map
\$501-\$2,000	\$370.82	\$454.92	Process Map
\$2,001-\$40,000	\$443.12	\$542.56	Process Map
\$40,001-\$100,000	\$517.92	\$633.87	Process Map
\$100,001+	\$837.33	\$1,018.96	Process Map
Res Pool (PRPO)			
\$0-\$500	\$816.47	\$1,006.24	Process Map
\$501-\$2,000	\$886.75	\$1,086.03	Process Map
\$2,001-\$40,000	\$957.04	\$1,165.82	Process Map
\$40,001-\$100,000	\$957.04	\$1,165.82	Process Map
\$100,001+	\$1,227.16	\$1,506.28	Process Map



DESCRIPTION	CURRENT FEE	PROPOSED	NOTES/JUSTIFICATION
Res Addition (PRAD)			
\$0-\$500	\$183.87	\$224.93	Process Map
\$501-\$2,000	\$565.32	\$699.42	Process Map
\$2,001-\$40,000	\$946.76	\$1,173.91	Process Map
\$40,001+	\$1,856.52	\$2,292.86	Process Map
Res Remodel (PRRR)			
\$0-\$500	\$179.60	\$200.96	Process Map
\$501-\$2,000	\$179.60	\$259.51	Process Map
\$2,001-\$40,000	\$326.14	\$422.24	Process Map
\$40,001-\$100,000	\$326.14	\$425.58	Process Map
\$100,001+	\$478.61	\$618.46	Process Map
Res Basement (PRBS)			
\$0-\$500	\$386.83	\$474.33	Process Map
\$501-\$2,000	\$585.47	\$678.07	Process Map
\$2,001+	\$784.10	\$881.80	Process Map
Comm R-2 (PRAC)			
\$0--\$1,000,000	\$4,416.04	\$5,462.27	Process Map
\$1,000,001-\$5,000,000	\$16,568.92	\$20,442.13	Process Map
\$5,000,001+	\$32,652.91	\$40,688.35	Process Map
Comm Addition (PRCA)			
\$0-\$500	\$759.03	\$964.44	Process Map
\$501-\$2,000	\$1,119.41	\$1,384.62	Process Map
\$2,001-\$40,000	\$1,650.89	\$1,987.85	Process Map
\$40,001-\$100,000	\$2,434.70	\$2,853.88	Process Map
\$100,001-\$500,000	\$2,639.10	\$3,110.24	Process Map
\$500,001-\$1,000,000	\$2,855.86	\$3,381.81	Process Map
\$1,000,001-\$5,000,000	\$2,930.55	\$3,465.46	Process Map
\$5,000,001+	\$4,953.57	\$5,992.68	Process Map
Comm TI (PRCR)			
\$0-\$500	\$598.29	\$647.82	Process Map
\$501-\$2,000	\$888.65	\$982.20	Process Map
\$2,001-\$40,000	\$1,179.01	\$1,316.58	Process Map
\$40,001-\$100,000	\$1,433.11	\$1,597.04	Process Map
\$100,001-\$500,000	\$2,038.61	\$2,254.33	Process Map
\$500,001-\$1,000,000	\$2,038.61	\$2,254.33	Process Map
\$1,000,001-\$5,000,000	\$2,060.07	\$2,299.41	Process Map
\$5,000,001+	\$3,951.23	\$4,468.49	Process Map
Commercial (PRNR)			
0-\$100,000	\$3,422.72	\$4,265.04	Process Map
\$100,001-\$500,000	\$7,183.12	\$8,986.05	Process Map



DESCRIPTION	CURRENT FEE	PROPOSED	NOTES/JUSTIFICATION
\$500,001-\$1,000,000	\$11,505.53	\$14,147.97	Process Map
\$1,000,001-\$5,000,000	\$16,551.89	\$20,545.44	Process Map
\$5,000,001+	\$29,453.24	\$36,882.98	Process Map



SECTION 2: COST OF SERVICE INPUTS

LRB Public Finance Advisors (LRB, formerly Lewis Young Robertson & Burningham Inc.) was retained by the City of South Jordan (the City) to complete a cost of services study related to planning, engineering, and building department fees. The purpose of this study is to ensure that the fees charged reflect the amount necessary to reasonably regulate the specified activity, including any disproportionate or enhanced services required by some permitting processes. The analysis is built upon establishing a rational connection between the recommended fee and the necessary time and resources expended by the City to provide services.

The analysis is built around three main costs components, as follows:

- **EMPLOYEE BASE COST**

This category represents the cost associated with individual department personnel required to process each application/permit. These costs include time spent by employees, wages paid, and related benefits. The source of this data is the City's Fiscal Year 2024-2025 wages and benefits schedule. The total wages and benefits are calculated per minute for each employee and applied to the time spent per application.

- **DEPARTMENT OVERHEAD**

The analysis includes department overhead cost for each person involved in the application/permit process. This represents the general cost to operate the applicable department (i.e., expenses related to employee training, materials, professional development, etc.). These costs contribute to the value and effectiveness of each employee and to the department.

- **ADMINISTRATIVE OVERHEAD**

Administrative Overhead represents the cost of "shared" services allocated to each department and employee on a per minute basis. Examples of the types of cost included in this category are the City's Executive Department, Budget & Strategic Planning Administration, the Finance Department, etc. Each of these administrative departments provides services to the other departments within the City, thus a portion of the administrative overhead is carried by these departments as a cost. The administrative overhead is calculated for each department then applied to the individual employees within the department on a per minute basis.

A direct per minute cost was calculated for each employee using the formulas below. A more detailed description of each of the cost components follows.



1. Labor cost per minute = (salary + benefits) / total annual minutes worked.
2. Department overhead cost per minute = total department overhead applicable to each person / total annual minutes worked.
3. Administrative overhead cost per minute = total administrative overhead applicable to department / total annual minutes worked.

BASE EMPLOYEE COST

Direct costs include labor costs required for all processes involved in the application/permitting process. **Table 2.1** illustrates the base cost for a sample of positions involved, along with the total full-time equivalent employees (FTEs) in each position's corresponding department. All figures used in calculating direct costs were provided by the City.

TABLE 2.1: SAMPLE OF BASE EMPLOYEE COSTS

POSITION TITLE	DEPARTMENT	DEPARTMENT FTEs	FTE ALLOCATION	TOTAL SALARIES & BENEFITS (S&B)
Building Inspector I	Building	13.00	1.00	\$86,244
Planner I	Planning	7.00	1.00	\$83,508
Engineering Inspector	Engineering	23.00	1.00	\$89,937

DEPARTMENT OVERHEAD

Indirect costs include department overhead costs for each position involved in the application/permitting process and administrative costs. Department overhead costs represent the general cost of operating the applicable department. These costs are included in the analysis as they contribute to the value of effectiveness of each employee and to the department as a whole. **Table 2.2** illustrates the overhead costs for the departments involved in the regulation of development fees. Each position involved in the development fee process must pay for its fair share of applicable departmental costs. These costs include training, supplies, and communications.

TABLE 2.2: SUMMARY OF DEPARTMENT OVERHEAD COST

	FY 2024 - 2025
City Commerce & Sustainability	\$20,600
Seniors	\$75,260
Gale Center	\$45,582
Building	\$187,290
Planning	\$9,882



	FY 2024 - 2025
Engineering	\$229,250
Fire	\$868,096
Police	\$1,209,201
Public Works Admin	\$53,962
Street Lighting	\$199,203
Streets	\$487,046
Parks	\$1,197,605
Recreation & Event Programs	\$793,228
Cemetery	\$68,127
TOTAL DEPARTMENT OVERHEAD	\$5,444,332

ADMINISTRATIVE OVERHEAD

In addition to departmental costs, the cost allocation strategy includes an allocation of administrative overhead costs provided to all departments such as legislative, executive and financial services. The total administrative overhead costs applied in this analysis equal \$17,276,843 as shown in **Table 2.3**.

Administrative overhead costs are divided into two separate costs: 1) fixed costs; and 2) variable costs. Fixed costs represent administrative services provided to each department regardless of size. Variable costs represent administrative services provided to each department in proportion to the size of the department. However, the City does not have accurate data that would indicate the existing ratio of fixed to variable costs. This analysis assumes fixed costs to be approximately 20 percent, with the remaining 80 percent of administrative services assigned as variable costs. The purpose of this variable is to assign those departments that have a larger number of personnel a higher portion of the administrative costs.

The total administrative costs shown above include the salaries and benefits of the City administrative staff, including City Council members. While this analysis identifies the time involvement from these personnel as it relates to

TABLE 2.3: SUMMARY OF TOTAL INDIRECT ADMINISTRATIVE COSTS

	FY 2024 - 2025
Executive	\$2,238,259
Communications/Media/Marketing	\$496,967
Finance	\$4,134,938
City Recorder	\$459,228
Court	\$753,298
Human Resources	\$973,843
Information Services	\$2,403,787
Administrative Services	\$540,654
Communication/Information Center	\$442,720
Facilities	\$1,541,512
City Attorney	\$1,467,002
Office of the Assistant City Manager	\$205,937
Fleet	\$1,618,698
TOTAL INDIRECT COSTS	\$17,276,843

the individual fees and licenses, the allocation of the cost of this time is accounted for in the indirect administrative cost. As shown in **Table 2.4**, each department is allocated \$181,862¹ in fixed costs. The variable costs are allocated to each department based on the department's percent of total FTEs.

TABLE 2.4: ALLOCATION OF ADMINISTRATIVE COSTS BY DEPARTMENT

DEPARTMENT ALLOCATED COSTS	FIXED	VARIABLE	SUM OF INDIRECT COSTS	TOTAL FTEs	% OF TOTAL (FTE)
City Commerce & Sustainability	\$181,862	\$74,110	\$255,971	2.00	0.5%
Recreation & Event Programs	\$181,862	\$481,714	\$663,575	13.00	3.5%
Seniors	\$181,862	\$111,165	\$293,026	3.00	0.8%
Building	\$181,862	\$481,714	\$663,575	13.00	3.5%
Planning	\$181,862	\$259,384	\$441,246	7.00	1.9%
Engineering	\$181,862	\$852,262	\$1,034,124	23.00	6.2%
Fire	\$181,862	\$3,409,050	\$3,590,911	92.00	24.7%
Police	\$181,862	\$3,409,050	\$3,590,911	92.00	24.7%
Public Works Admin	\$181,862	\$296,439	\$478,301	8.00	2.1%
Street Lighting	\$181,862	\$74,110	\$255,971	2.00	0.5%
Streets	\$181,862	\$815,208	\$997,069	22.00	5.9%
Parks	\$181,862	\$1,259,866	\$1,441,728	34.00	9.1%
Cemetery	\$181,862	\$111,165	\$293,026	3.00	0.8%
Mulligans	\$181,862	\$333,494	\$515,356	9.00	2.4%
Sanitation	\$181,862	\$185,274	\$367,136	5.00	1.3%
Water	\$181,862	\$963,427	\$1,145,289	26.00	7.0%
Secondary Water	\$181,862	\$111,165	\$293,026	3.00	0.8%
Storm Drain	\$181,862	\$370,549	\$552,410	10.00	2.7%
Fire IFT	\$181,862	\$222,329	\$404,191	6.00	1.6%
TOTAL (19 DEPARTMENTS)	\$3,455,369	\$13,821,474	\$17,276,843	373.00	100%

SECTION 3: FEE ANALYSIS

¹ Calculated based on a 20 percent allocation of the total indirect costs, divided by the number of departments (19).



PER MINUTE COST ANALYSIS

The base employee cost, department overhead cost, and administrative overhead cost are combined to determine the total cost per minute for each employee involved in the development fee process. Total hours worked represents a typical work year of 2,080 hours multiplied by the FTE allocation. Total salaries and benefits, department overhead, and administrative overhead are then divided by the hours worked by each employee, then divided by 60 minutes to get the cost per minute. **Table 3.1** illustrates this analysis for a sample of employees.

TABLE 3.1: SAMPLE OF PER MINUTE COST ALLOCATION BY EMPLOYEE

I. PERSONNEL DATA			II. EMPLOYEE INPUTS					III. PER MINUTE COSTS					
TITLE	DEPT.	DEPT. FTEs	FTE ALLOCATION	TOTAL SALARIES & BENEFITS (S&B)	DEPT. OVERHEAD COSTS (DOC)	HOURS WORKED	% OF DEPT FTEs	S&B	TECH. FEE	DOC	SUBTOTAL COST PER MIN	TOTAL INDIRECT PER MIN ²	TOTAL UNIT COST PER MIN
Building Inspector	Building	13.00	1.00	\$86,244	\$187,290	2,080	8%	\$0.69	\$0.01	\$0.12	\$0.82	\$0.41	\$1.03
Planner I	Planning	7.00	1.00	\$83,508	\$9,882	2,080	14%	\$0.67	\$0.01	\$0.01	\$0.69	\$0.51	\$0.95
Engineering Inspector	Engineering	23.00	1.00	\$89,937	\$229,250	2,080	4%	\$0.72	\$0.01	\$0.08	\$0.81	\$0.36	\$0.99

ANALYSIS OF APPLICATION/PERMIT COST

The per unit cost calculated above is used to calculate the maximum recommended fee for each application/permit. The recommended fee represents the amount necessary to reasonably regulate the specified activity, including any disproportionate or enhanced services required by some permitting processes. The analysis is built upon establishing a rational connection between the recommended fee and the necessary time and resources expended by the City to provide services.

In order to determine the time expended by each employee, the City spent considerable time and effort creating a process map for each application/permit studied. These process maps outlined the steps to complete each application/permit along with the amount of time and the personnel involved in each step. The following tables show a sample of a process map (**Table 3.2**) and the associated calculated fee (**Table 3.3**) for an Lot Line Adjustment Permit.

TABLE 3.2: PROCESS MAP FOR LOT LINE ADJUSTMENT PERMIT

STEP #	ACTION	HOURS	PERSONNEL INVOLVED
1	Application review	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, and Executive Assistant
2	Planning staff review	1.00	Planner I, Planner II, or Planner III

² This number has been adjusted to reflect the decision described above by the City to only include 50% of the administrative costs.

3	Engineering review	1.00	Senior Engineer, Supervising Senior Engineer
4	Site Visit	0.50	Planner I, Planner II, or Planner III
5	Prepare public notice	1.00	Planner I, Planner II, or Planner III
6	Mail public notice	0.50	Planner I, Planner II, or Planner III
7	Prepare memo to City Engineer and supporting documents	1.50	Planner I, Planner II, or Planner III
8	Prepare, schedule, attend and record public meeting with City Engineer	1.75	Planner I, Planner II, or Planner III
9	Review memo, attend public meeting and issue decision	1.25	Director of Engineering Services/City Engineer
10	Record Lot Line Adjustment Approval	1.00	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, and Executive Assistant
11	Close-out File (Scan)	0.50	Planner I, Planner II, or Planner III
	TOTAL	10.25	

TABLE 3.3: CALCULATION OF LOT LINE ADJUSTMENT PERMIT FEE

PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
Administrative Assistant I		\$0.75	
Administrative Assistant II		\$0.75	
Administrative Assistant III		\$0.85	
Executive Assistant		\$1.06	
Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, and Executive Assistant	1.25	\$3.41	\$255.75
Planner I		\$0.95	
Planner II		\$1.04	
Planner III		\$0.86	
Planner I, Planner II, or Planner III	6.75	\$0.95	\$383.40
Senior Engineer		\$1.73	
Supervising Senior Engineer		\$1.94	
Senior Engineer, Supervising Senior Engineer	1.00	\$1.83	\$109.95
Director of Engineering Services/City Engineer	1.25	\$2.35	\$176.25
TOTAL	10.25		\$925.35

Table 3.2 shows the general tasks required to process and complete the Lot Line Adjustment Permit, along with the personnel and time involved for each task. **Table 3.3** then multiplies the hours for each task by 60 and by the average cost per minute for the personnel involved. For the tasks that may require more than one individual, the cost per minute is averaged among all personnel involved. For example, in the table above, the cost per minute for Planner I, Planner II, and Planner III is averaged together since any of these individuals may complete the applicable task.

As shown in the table above, the recommended fee for an Lot Line Adjustment Permit is approximately **\$925.35**. **The process maps and calculation of all other applications/permits can be found in Appendix A.** A summary of all proposed fees is shown in **Table 1.1.** and **1.2.**

NON-STANDARD APPLICATIONS/PERMITS

The analysis herein reflects the cost to process each application based on assumptions provided by the City regarding necessary processing time for each individual applicant. As such, the fees represent an average cost to process the specific application. If an applicant feels their application or permit is unique, the City may calculate a non-standard fee to process the application. This can be done using the per-minute cost assumptions multiplied by the time spent on the application for each City staff member or representative involved in the process.

RELIANCE ON CITY DATA

LRB has relied on information provided by City staff, including time estimates for tasks performed as part of the permit/application process and the costs associated with providing City services.



APPENDIX A: DETAILED PROCESS MAPS AND RECOMMENDED FEES

		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
Accessory Dwelling Unit Staff Review		\$195.90	\$147.00				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Application review	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant I		\$0.75	
2	Planning staff review	1.50	Planner I, Planner II, Planner III, or City Planner	Administrative Assistant II		\$0.75	
3	Close-out file and send notice to applicant	0.50	Planner I, Planner II, Planner III, or City Planner	Administrative Assistant III		\$0.85	
TOTAL		2.25		Executive Assistant		\$1.06	
				Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	0.25	\$3.41	\$51.15
				Planner I		\$0.95	
				Planner II		\$1.04	
				Planner III		\$0.86	
				City Planner		\$1.99	
				Planner I, Planner II, Planner III, or City Planner	2.00	\$1.21	\$144.75
				TOTAL	2.25		\$195.90
				TRUE			
Accessory Dwelling Unit PC Review		\$859.63	\$642.00				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Application review	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant I		0.75	
2	Planning staff review	1.50	Planner I, Planner II, Planner III, or City Planner	Administrative Assistant II		0.75	
7	Site visit	0.50	Planner I, Planner II, Planner III, or City Planner	Administrative Assistant III		0.85	
3	Prepare Public Notice	1.50	Planner I, Planner II, Planner III, or City Planner	Executive Assistant		1.06	
4	Mail public notice	0.50	Planner I, Planner II or Planner III	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	1.00	3.41	\$204.60



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
5	Prepare staff report	2.00	Planner I, Planner II, Planner III, or City Planner	Planner I		0.95	
6	Staff report review	0.50	City Planner or Director of Planning	Planner II		1.04	
8	Consult with legal	0.50	Planner I, Planner II, Planner III, or City Planner	Planner III		0.86	
9	Revise staff report/prepare packet	0.50	Planner I, Planner II, Planner III, or City Planner	City Planner		1.99	
10	Prepare PC packet	0.75	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Planner I, Planner II, Planner III, or City Planner	7.00	1.21	\$506.63
11	Present report at PC meeting	0.50	City Planner	Planner I		0.95	
12	Close-out file and send notice to applicant	0.50	Planner I, Planner II, Planner III, or City Planner	Planner II		1.04	
TOTAL		9.50		Planner III		0.86	
				Planner I, Planner II or Planner III	0.50	0.95	\$28.40
				City Planner		1.99	
				Director of Planning		2.05	
				City Planner or Director of Planning	0.50	2.02	\$60.45
				City Planner	0.50	1.99	\$59.55
				TOTAL	9.50		\$859.63
				TRUE			
Additional Plan Review/Deferred Submittal Fee		\$284.28	\$171.00				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Review uploaded documents	0.50	Plans Examiner, Senior Plans Examiner	Plans Examiner		1.42	
2	Building and Safety (review for Code)	0.50	Plans Examiner, Senior Plans Examiner, Building Official, Building Inspector, or Fire Marshal	Senior Plans Examiner		1.29	
3	Administrative Revisions	0.25	Plans Examiner, Senior Plans Examiner	Plans Examiner, Senior Plans Examiner	0.75	2.71	\$121.73
4	Inspections	1.50	Building Inspector	Plans Examiner		1.42	
TOTAL		2.75		Senior Plans Examiner		1.29	
				Building Official		1.71	
				Building Inspector		1.29	
				Fire Marshal		1.99	
				Plans Examiner, Senior Plans Examiner, Building Official, Building Inspector, or Fire Marshal	0.50	1.54	\$46.13
				Building Inspector	1.50	1.29	\$116.42



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
				TOTAL	2.75		\$284.28
				TRUE			
Annexation		\$2,210.20	\$1,546.00				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Notice of intent to file Petition for Annexation received - fee paid	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant I		0.75	
2	Application materials logged in - file made	0.75	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant II		0.75	
3	Review			Administrative Assistant III		0.85	
4	Publish Notice of Annexation and Protest opportunity in Newspaper	2.00	Long-range Planner or City Planner	Executive Assistant		1.06	
5	Planning staff review	3.00	Planner I, Planner II, Planner III, Long-range Planner, or City Planner	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	2.50	3.41	\$511.50
6	Engineering Staff review	1.00	Senior Engineer, Supervising Senior Engineer	Long-range Planner		1.19	
7	Prepare Staff report for CC	2.00	Planner I, Planner II, Planner III, Long-range Planner, or City Planner	City Planner		1.99	
8	Present at CC Meeting	1.00	Long-range Planner, City Planner, or Director of Planning	Long-range Planner or City Planner	7.00	1.59	\$665.70
9	Prepare Public Notice for Newspaper	1.00	Long-range Planner or City Planner	Planner I		0.95	
10	Public Notice mail	1.00	Long-range Planner or City Planner	Planner II		1.04	
11	Prepare Staff report for CC	3.00	Long-range Planner or City Planner	Planner III		0.86	
12	Staff report review	1.00	Long-range Planner, City Planner, or Director of Planning	Long-range Planner		1.19	
13	PC Packet	1.00	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	City Planner		1.99	
14	Deliver PC Packet	0.50	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Planner I, Planner II, Planner III, Long-range Planner, or City Planner	5.00	1.20	\$360.60
15	Present report at PC meeting	1.50	Long-range Planner, City Planner, or Director of Planning	Senior Engineer		1.73	
16	Document, Scan and File	0.50	Long-range Planner, City Planner, or Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Supervising Senior Engineer		1.94	
TOTAL		19.50		Senior Engineer, Supervising Senior Engineer	1.00	1.83	\$109.95
				Long-range Planner		1.19	
				City Planner		1.99	



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
				Director of Planning		2.05	
				Long-range Planner, City Planner, or Director of Planning	3.50	1.74	\$365.05
				Long-range Planner		1.19	
				City Planner		1.99	
				Administrative Assistant I		0.75	
				Administrative Assistant II		0.75	
				Administrative Assistant III		0.85	
				Executive Assistant		1.06	
				Long-range Planner, City Planner, or Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	0.50	6.58	\$197.40
				TOTAL	19.50		\$2,210.20
				TRUE			
Appeals to CC		\$968.18	\$975.00				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Application review	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant I		0.75	
2	Planning staff review	3.00	Planner I, Planner II, Planner III or City Planner	Administrative Assistant II		0.75	
3	Site Visit	0.50	Planner I, Planner II, Planner III or City Planner	Administrative Assistant III		0.85	
4	Consult with other departments and/or senior staff	3.00	Planner I, Planner II, Planner III or City Planner	Executive Assistant		1.06	
5	Prepare staff report	3.00	Planner I, Planner II, Planner III or City Planner	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	0.25	3.41	\$51.15
6	Staff report review	0.50	City Planner or Director of Planning	Planner I		0.95	
7	Legal Dept. review	0.00	Assistant City Attorney	Planner II		1.04	
8	Revise staff report/prepare packet	1.00	Planner I, Planner II, Planner III or City Planner	Planner III		0.86	
9	Prepare agenda and prepare packets	0.00	City Recorder	City Planner		1.99	
10	Present report at CC meeting	0.50	City Planner or Director of Planning	Planner I, Planner II, Planner III or City Planner	11.00	1.21	\$796.13
11	Close-out file and notify applicant	0.50	Planner I, Planner II, Planner III or City Planner	City Planner		1.99	
TOTAL		12.25		Director of Planning		2.05	
7	Legal Dept. review	1.00	Assistant City Attorney	City Planner or Director of Planning	1.00	2.02	\$120.90



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
9	Prepare agenda and prepare packets	1.00	City Recorder	TOTAL	12.25		\$968.18
TRUE							

Cold Weather Permit Paving Application Fee (Oct. 15 - March 15)

\$337.40

\$252.00

STEP #	ACTION	HOURS	PERSONNEL INVOLVED
1	Application submitted	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant
2	Engineering Review	1.00	Engineering Inspector Supervisor
3	Director of Engineering Services/City Engineer Review	0.25	Director of Engineering Services/City Engineer
4	Engineering Implementation	2.00	Engineering Inspector
TOTAL		3.50	

PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
Administrative Assistant I		0.75	
Administrative Assistant II		0.75	
Administrative Assistant III		0.85	
Executive Assistant		1.06	
Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	0.25	3.41	\$51.15
Engineering Inspector Supervisor	1.00	1.70	\$102.00
Director of Engineering Services/City Engineer	0.25	2.35	\$35.25
Engineering Inspector	2.00	1.24	\$149.00
TOTAL	3.50		\$337.40
TRUE			

Conditional Use Permit

\$755.64

\$676.00

STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Application review	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant I		0.75	
2	Planning staff review	2.00	Planner I, Planner II or Planner III	Administrative Assistant II		0.75	
3	Site Visit	0.50	Planner I, Planner II or Planner III	Administrative Assistant III		0.85	
4	Prepare public notice	1.50	Planner I, Planner II or Planner III	Executive Assistant		1.06	



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
5	Mail public notice	0.50	Planner I, Planner II or Planner III	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	1.00	3.41	\$204.60
6	Prepare staff report	2.00	Planner I, Planner II or Planner III	Planner I		0.95	
7	Staff report review	0.50	City Planner or Director of Planning	Planner II		1.04	
8	Revise staff report/prepare packet	1.00	Planner I, Planner II or Planner III	Planner III		0.86	
9	Prepare PC packet	0.75	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Planner I, Planner II or Planner III	8.00	0.95	\$454.40
10	Present report at PC meeting	0.50	Planner I, Planner II, Planner III, or City Planner	Planner I		0.95	
11	Close out file and notify applicant	0.50	Planner I, Planner II or Planner III	Planner II		1.04	
TOTAL		10.00		Planner III		0.86	
				City Planner		1.99	
				Planner I, Planner II, Planner III, or City Planner	0.50	1.21	\$36.19
				City Planner		1.99	
				Director of Planning		2.05	
				City Planner or Director of Planning	0.50	2.02	\$60.45
TOTAL					10.00		\$755.64
				TRUE			
Curb Cut Encroachment Permit		\$233.50	\$193.00				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Application Review	0.25	Engineering Permit Technician	Engineering Permit Technician	0.75	1.05	\$47.25
2	Encroachment review	0.50	Engineering Permit Technician	Engineering Inspector	2.50	1.24	\$186.25
3	Sub-grade Encroachment Inspection	1.00	Engineering Inspector				
4	Road Base Encroachment Inspection	1.00	Engineering Inspector				
5	ROW Initial Inspection	0.50	Engineering Inspector				
TOTAL		3.25			3.25		\$233.50
				TRUE			
Land Disturbance Fee		\$157.20	\$126.00				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Application review	0.50	Engineering Permit Technician	Engineering Permit Technician	0.75	1.05	\$47.25
2	SWPPP Review	0.00	UPDES Manager	Senior Engineer		1.73	
3	Grading Review	1.00	Senior Engineer, Supervising Senior Engineer	Supervising Senior Engineer		1.94	
4	Finalize permit and fee payment	0.25	Engineering Permit Technician	Senior Engineer, Supervising Senior Engineer	1.00	1.83	\$109.95
TOTAL		1.75		TOTAL	1.75		\$157.20

2	SWPPP Review	1.00	UPDES Manager
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	TRUE
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Land Use Amendment \$1,025.42 \$890.00

STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Application review	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant I		0.75	
2	Planning staff review	2.00	Planner I, Planner II, Planner III, or Long-range Planner	Administrative Assistant II		0.75	
3	Site Visit	0.50	Planner I, Planner II, Planner III, or Long-range Planner	Administrative Assistant III		0.85	
4	Infrastructure Analysis	0.50	Senior Engineer, Supervising Senior Engineer	Executive Assistant		1.06	
5	Engineering Final Review	0.25	Director of Engineering Services/City Engineer	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	1.00	3.41	\$204.60
6	Prepare public notice	1.50	Planner I, Planner II, Planner III, or Long-range Planner	Planner I		0.95	
7	Mail public notice	0.50	Planner I, Planner II, Planner III, or Long-range Planner	Planner II		1.04	
8	Prepare PC Staff report	2.00	Planner I, Planner II, Planner III, or Long-range Planner	Planner III		0.86	
9	PC Staff report review	0.50	City Planner or Director of Planning	Long-range Planner		1.19	
10	Revise staff report/prepare packet	0.50	Planner I, Planner II, Planner III, or Long-range Planner	Planner I, Planner II, Planner III, or Long-range Planner	8.50	1.01	\$513.19
11	Prepare PC Packet	0.75	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Senior Engineer		1.73	
12	Present report at PC meeting	0.50	Planner I, Planner II, Planner III, Long-range Planner, or City Planner	Supervising Senior Engineer		1.94	
13	Prepare CC Staff Report	1.00	Planner I, Planner II, Planner III, or Long-range Planner	Senior Engineer, Supervising Senior Engineer	0.50	1.83	\$54.98
14	CC Staff Report Review	0.50	City Planner or Director of Planning	Director of Engineering Services/City Engineer	0.25	2.35	\$35.25
15	Present report at CC meeting	0.50	City Planner or Director of Planning	City Planner		1.99	



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
16	Close-out File (Scan)	0.50	Planner I, Planner II, Planner III, or Long-range Planner	Director of Planning		2.05	
TOTAL		12.25		City Planner or Director of Planning	1.50	2.02	\$181.35
				Planner I		0.95	
				Planner II		1.04	
				Planner III		0.86	
				Long-range Planner		1.19	
				City Planner		1.99	
				Planner I, Planner II, Planner III, Long-range Planner, or City Planner	0.50	1.20	\$36.06
				TOTAL	12.25		\$1,025.42
TRUE							
Lot Line Adjustment		\$925.35	\$742.00				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Application review	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant I		\$0.75	
2	Planning staff review	1.00	Planner I, Planner II, or Planner III	Administrative Assistant II		\$0.75	
3	Engineering review	1.00	Senior Engineer, Supervising Senior Engineer	Administrative Assistant III		\$0.85	
4	Site Visit	0.50	Planner I, Planner II, or Planner III	Executive Assistant		\$1.06	
5	Prepare public notice	1.00	Planner I, Planner II, or Planner III	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	1.25	\$3.41	\$255.75
6	Mail public notice	0.50	Planner I, Planner II, or Planner III	Planner I		\$0.95	
7	Prepare memo to Director of Engineering Services/City Engineer and supporting documents	1.50	Planner I, Planner II, or Planner III	Planner II		\$1.04	
8	Prepare, schedule, attend and record public meeting with Director of Engineering Services/City Engineer	1.75	Planner I, Planner II, or Planner III	Planner III		\$0.86	
9	Review memo, attend public meeting and issue decision	1.25	Director of Engineering Services/City Engineer	Planner I, Planner II, or Planner III	6.75	\$0.95	\$383.40
10	Record Lot Line Adjustment Approval	1.00	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Senior Engineer		\$1.73	
11	Close-out File (Scan)	0.50	Planner I, Planner II, or Planner III	Supervising Senior Engineer		\$1.94	
TOTAL		10.25		Senior Engineer, Supervising Senior Engineer	1.00	\$1.83	\$109.95



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
				Director of Engineering Services/City Engineer	1.25	\$2.35	\$176.25
				TOTAL	10.25		\$925.35
				TRUE			
Minor Site Plan Amendment Permit		\$749.98	\$496.00				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Application review	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant I		0.75	
2	Planning staff review	2.00	Planner I, Planner I, Planner III, or City Planner	Administrative Assistant II		0.75	
3	Engineering Review	1.50	Senior Engineer, Supervising Senior Engineer	Administrative Assistant III		0.85	
4	Prepare ARC meeting and notice	0.75	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Executive Assistant		1.06	
				Planner I, Planner I, Planner III, or City Planner	0.25		
5	Attend ARC Review	0.25	Building Official	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant			
		0.25	Planner I, Planner I, Planner III, or City Planner	Planner I	1.25	3.41	\$255.75
		0.25	Building Official	Planner I		0.95	
6	Prepare memo to City Manager	1.00	Planner I, Planner I, Planner III, or City Planner	Planner II		1.04	
7	Memo review	0.25	City Planner or Director of Planning	Planner III		0.86	
8	Close-out file and notify applicant	0.50	Planner I, Planner I, Planner III, or City Planner	City Planner		1.99	
				Planner I, Planner I, Planner III, or City Planner	3.75	1.21	\$271.41
TOTAL				Senior Engineer		1.73	
				Supervising Senior Engineer		1.94	
				Senior Engineer, Supervising Senior Engineer	1.50	1.83	\$164.93
				City Planner		1.99	
				Director of Planning		2.05	
				City Planner or Director of Planning	0.25	2.02	\$30.23
				Building Official	0.25	1.85	\$27.68
				TOTAL	7.00		\$749.98
				TRUE			
Re-Inspection Fee		\$167.57	\$158.00				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST



Proposed Fee			Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Schedule Inspections	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant I		0.75	
2	Additional Building Inspection	1.50		Administrative Assistant II		0.75	
3	Review uploaded documents	0.00		Administrative Assistant III		0.85	
TOTAL		1.75		Executive Assistant		1.06	
				Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	0.25	3.41	\$51.15
				Plans Examiner	-	1.42	\$0.00
				Building Inspector	1.50	1.29	\$116.42
				TOTAL	1.75		\$167.57

TRUE

Residential Chicken Permit		\$107.95	\$76.00
STEP #	ACTION	HOURS	PERSONNEL INVOLVED
1	Application review	0.25	Administrative Assistant I, Administrative Assistant Administrative Assistant III, Executive Assistant
2	Review Site Plan	0.50	Planner I, Planner II, or Planner III
3	Close-out file and notify applicant	0.50	Planner I, Planner II, or Planner III
TOTAL		1.25	

PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
Administrative Assistant I		0.75	
Administrative Assistant II		0.75	
Administrative Assistant III		0.85	
Executive Assistant		1.06	
Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	0.25	3.41	\$51.15
Planner I		0.95	
Planner II		1.04	
Planner III		0.86	
Planner I, Planner II, or Planner III	1.00	0.95	\$56.80
TOTAL	1.25		\$107.95

TRUE

Rezone		\$995.16	\$890.00
STEP #	ACTION	HOURS	PERSONNEL INVOLVED
1	Application review	0.25	Administrative Assistant I, Administrative Assistant Administrative Assistant III, Executive Assistant
2	Site Visit	0.50	Planner I, Planner II, or Planner III

PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
Administrative Assistant I		0.75	
Administrative Assistant II		0.75	



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
3	Planning staff review	2.00	Planner I, Planner II, or Planner III	Administrative Assistant III		0.85	
4	Infrastructure Analysis	0.50	Senior Engineer, Supervising Senior Engineer	Executive Assistant		1.06	
5	Engineering Final Review	0.25	Director of Engineering Services/City Engineer	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	1.00	3.41	\$204.60
6	Prepare public notice	1.50	Planner I, Planner II, or Planner III	Planner I		0.95	
7	Mail public notice	0.50	Planner I, Planner II, or Planner III	Planner II		1.04	
8	Prepare PC staff report	2.00	Planner I, Planner II, or Planner III	Planner III		0.86	
9	PC staff report review	0.50	City Planner or Director of Planning	Planner I, Planner II, or Planner III	8.50	0.95	\$482.80
10	Revise staff report/prepare packet	0.50	Planner I, Planner II, or Planner III	Planner I		0.95	
11	Prepare PC packet	0.75	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Planner II		1.04	
13	Present report at PC meeting	0.50	Planner I, Planner II, Planner III, or City Planner	Planner III		0.86	
14	Pepeare/revise CC staff report	1.00	Planner I, Planner II, or Planner III	City Planner		1.99	
15	CC staff report review	0.50	City Planner or Director of Planning	Planner I, Planner II, Planner III, or City Planner	0.50	1.21	\$36.19
17	Present report at CC Meeting	0.50	City Planner or Director of Planning	Senior Engineer		1.73	
18	Close-out file and notify applicant	0.50	Planner I, Planner II, or Planner III	Supervising Senior Engineer		1.94	
TOTAL		12.25		Senior Engineer, Supervising Senior Engineer	0.50	1.83	\$54.98
				Director of Engineering Services/City Engineer	0.25	2.35	\$35.25
				City Planner		1.99	
				Director of Planning		2.05	
				City Planner or Director of Planning	1.50	2.02	\$181.35
TOTAL					12.25		\$995.16

TRUE

Rezone with Development Agreement (Optional)

\$1,882.49

\$890.00

STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Application review	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Planner I		0.95	
2	Application review	4.00	Planner I, Planner II, Planner III, or Long-range Planner	Planner II		1.04	
3	Site visit	0.50	Planner I, Planner II, Planner III, or Long-range Planner	Planner III		0.86	



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
4	Consultation with Legal Dept. on draft development agreement	2.00	Planner I, Planner II, Planner III, or Long-range Planner	Long-range Planner		1.19	
5	Review draft development agreement/submit to applicant	1.00	Planner I, Planner II, Planner III, or Long-range Planner	Planner I, Planner II, Planner III, or Long-range Planner	17.75	1.01	\$1,071.66
6	Review applicant's revisions to draft and concepts	1.00	Planner I, Planner II, Planner III, or Long-range Planner	Administrative Assistant I		0.75	
7	Consultation with Legal Dept. on draft development agreement	1.00	Planner I, Planner II, Planner III, or Long-range Planner	Administrative Assistant II		0.75	
8	Incorporate Legal Dept. revisions/submit to applicant for signature	1.00	Planner I, Planner II, Planner III, or Long-range Planner	Administrative Assistant III		0.85	
9	Infrastructure Analysis	0.50	Senior Engineer, Supervising Senior Engineer	Executive Assistant		1.06	
10	Engineering final review	0.25	Director of Engineering Services/City Engineer	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	2.50	3.41	\$511.50
11	Prepare public notice	1.50	Planner I, Planner II, Planner III, or Long-range Planner	City Planner		1.99	
12	Mail public notice	0.50	Planner I, Planner II, Planner III, or Long-range Planner	Director of Planning		2.05	
13	Prepare PC staff report	2.00	Planner I, Planner II, Planner III, or Long-range Planner	City Planner or Director of Planning	1.00	2.02	\$120.90
14	PC staff report review	0.50	City Planner or Director of Planning	Director of Engineering Services/City Engineer	0.25	2.35	\$35.25
15	Revise staff report/prepare packet	0.50	Planner I, Planner II, Planner III, or Long-range Planner	Senior Engineer		1.73	
16	Prepare PC packet	0.75	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Supervising Senior Engineer		1.94	
17	Present report at PC meeting	0.50	Planner I, Planner II, Planner III, Long-range Planner, or City Planner	Senior Engineer, Supervising Senior Engineer	0.50	1.83	\$54.98
18	Prepare CC staff report	1.00	Planner I, Planner II, Planner III, or Long-range Planner	Planner I		0.95	
19	CC staff report review	0.50	City Planner or Director of Planning	Planner II		1.04	
20	Present report at CC meeting	0.50	Long-range Planner, City Planner, or Director of Planning	Planner III		0.86	
21	Obtain remaining signatures	1.00	Planner I, Planner II, Planner III, or Long-range Planner	Long-range Planner		1.19	
22	Arrange with applicant to record	0.25	Planner I, Planner II, Planner III, or Long-range Planner	City Planner		1.99	
23	Meet applicant at recorder's office to record	1.50	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Planner I, Planner II, Planner III, Long-range Planner, or City Planner	0.50	1.20	\$36.06
24	Close-out file and notify applicant	0.50	Planner I, Planner II, Planner III, or Long-range Planner	Long-range Planner		1.19	
TOTAL		23.00		City Planner		1.99	



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
				Director of Planning		2.05	
				Long-range Planner, City Planner, or Director of Planning	0.50	1.74	\$52.15
				TOTAL	23.00		\$1,882.49
				TRUE			
Rezone and Land Use Amendment		\$1,047.31	\$924.00				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Application review	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant I		0.75	
2	Site visit	0.50	Planner I, Planner II, Planner III, or Long-range Planner	Administrative Assistant II		0.75	
3	Planning staff review	2.50	Planner I, Planner II, Planner III, or Long-range Planner	Administrative Assistant III		0.85	
4	Infrastructure Analysis	0.50	Senior Engineer, Supervising Senior Engineer	Executive Assistant		1.06	
5	Engineering Final Review	0.25	Director of Engineering Services/City Engineer	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	1.00	3.41	\$204.60
6	Prepare public notice	1.50	Planner I, Planner II, Planner III, or Long-range Planner	Planner I		0.95	
7	Mail public notice mail	0.50	Planner I, Planner II, Planner III, or Long-range Planner	Planner II		1.04	
8	Prepare PC staff report	2.00	Planner I, Planner II, Planner III, or Long-range Planner	Planner III		0.86	
9	PC staff report review	0.50	City Planner or Director of Planning	Long-range Planner		1.19	
10	Revise staff report/prepare packet	0.50	Planner I, Planner II, Planner III, or Long-range Planner	Planner I, Planner II, Planner III, or Long-range Planner	9.00	1.01	\$543.38
11	Prepare PC packet	0.75	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Senior Engineer		1.73	
12	Present report at PCmeeting	0.50	Planner I, Planner II, Planner III, Long-range Planner, or City Planner	Supervising Senior Engineer		1.94	
13	Prepare CC staff report	1.00	Planner I, Planner II, Planner III, or Long-range Planner	Senior Engineer, Supervising Senior Engineer	0.50	1.83	\$54.98
14	CC staff report review	0.50	City Planner or Director of Planning	Director of Engineering Services/City Engineer	0.25	2.35	\$35.25
15	Present report at CC Meeting	0.50	Long-range Planner, City Planner, or Director of Planning	City Planner		1.99	
16	Close-out file and notify applicant	0.50	Planner I, Planner II, Planner III, or Long-range Planner	Director of Planning		2.05	
TOTAL		12.75		City Planner or Director of Planning	1.00	2.02	\$120.90
				Planner I		0.95	
				Planner II		1.04	



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
				Planner III		0.86	
				Long-range Planner		1.19	
				City Planner		1.99	
				Planner I, Planner II, Planner III, Long-range Planner, or City Planner	0.50	1.20	\$36.06
				Long-range Planner		1.19	
				City Planner		1.99	
				Director of Planning		2.05	
				Long-range Planner, City Planner, or Director of Planning	0.50	1.74	\$52.15
				TOTAL	12.75		\$1,047.31
					TRUE		

Sign Permit

\$286.49

\$221.00

STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Application review	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant I		0.75	
2	Planning staff review	1.50	Planner I, Planner II, Planner III, or City Planner	Administrative Assistant II		0.75	
3	Schedule inspection	0.25	Planning Permit Technician	Administrative Assistant III		0.85	
4	Building Inspection Time (inspect sign)	1.00	Building Inspector	Executive Assistant		1.06	
5	Close-out file and notify applicant	0.50	Planner I, Planner II, Planner III, or City Planner	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	0.25	3.41	\$51.15
	TOTAL	3.50		Planner I		0.95	
				Planner II		1.04	
				Planner III		0.86	
				City Planner		1.99	
				Planner I, Planner II, Planner III, or City Planner	2.00	1.21	\$144.75
				Building Inspector	1.00	1.29	\$77.61
				Planning Permit Technician	0.25	0.87	\$12.98
				TOTAL	3.50		\$286.49
					TRUE		

Site Plan Review (Small site 0-3 Acres)

\$6,349.30

\$5,551.00



Proposed Fee			Existing Fee					
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST	
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST	
1	Application review	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant I		0.75		
2	DRC review packet made and sent out	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant II		0.75		
		0.00	Streets Manager	Administrative Assistant III		0.85		
		0.00	Water Manger	Executive Assistant		1.06		
3	Public Works & Fire Marshall Review	0.00	External Agency Review	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	1.50	3.41	\$306.90	
		0.00	Storm Drain Manager	Senior Engineer		1.73		
		2.00	Fire Marshal	Supervising Senior Engineer		1.94		
4	Review by Development Engineer	6.00	Senior Engineer, Supervising Senior Engineer	Senior Engineer, Supervising Senior Engineer	12.75	1.83	\$1,401.86	
		0.50	Senior Engineer, Supervising Senior Engineer	Building Official	1.00	1.85	\$110.70	
5	Engineering meets with Public Works	0.50	Streets Manager	Assistant Fire Marshal	0.50	1.44	\$43.05	
		0.00	Water Manager	Fire Marshal	2.50	1.99	\$297.75	
		0.00	Storm Drain Manager	Streets Manager	0.50	1.50	\$45.00	
6	Planning Staff review	4.00	Planner I, Planner II, Planner III or City Planner	Water Manager	-	-	\$0.00	
		0.50	Planner I, Planner II or Planner III	Storm Drain Manager	-	-	\$0.00	
		0.50	City Planner	Planner I		0.95		
7	DRC comment review (just mtg. – no extra time before)	0.50	Senior Engineer, Supervising Senior Engineer	Planner II		1.04		
		0.50	Assistant Fire Marshal	Planner III		0.86		
		0.50	Fire Marshal	Planner I, Planner II or Planner III	0.50	0.95	\$28.40	
		0.50	Director of Engineering Services/City Engineer	Planner I		0.95		
8	Verify Uploaded Resubmittal	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Planner II		1.04		
9	Review resubmittal by Development Engineer	0.25	Senior Engineer, Supervising Senior Engineer	Planner III		0.86		
10	Architectural Review Committee (ARC) review	1.00	Planner I, Planner II, Planner III or City Planner	City Planner		1.99		
		1.00	Building Official	Planner I, Planner II, Planner III or City Planner	20.50	1.21	\$1,483.69	
11	Prepare Public Notice	1.50	Planner I, Planner II, Planner III or City Planner	City Planner	0.50	1.99	\$59.55	
12	Public Notice mail	0.50	Planner I, Planner II, Planner III or City Planner	City Planner		1.99		
13	Prepare Staff report	2.50	Planner I, Planner II, Planner III or City Planner	Director of Planning		2.05		



Proposed Fee			Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
14	Staff report review	1.00	City Planner or Director of Planning	City Planner or Director of Planning	1.50	2.02	\$181.35
15	Legal Dept. review of staff report	0.00	Assistant City Attorney	Director of Engineering Services/City Engineer	0.50	2.35	\$70.50
16	PC preparation	0.75	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Engineering Inspector	30.50	1.24	\$2,272.25
17	Present report at PC meeting	0.50	City Planner or Director of Planning	Construction Manager	0.50	1.61	\$48.30
18	Planning Final Review (time included above)	10.00	Planner I, Planner II, Planner III or City Planner	TOTAL	73.25		6,349.30
19	Engineers finalize plan (Bond & Fees)	3.00	Senior Engineer, Supervising Senior Engineer		TRUE		
20	Bond Estimate Preparation and Agreement	1.00	Senior Engineer, Supervising Senior Engineer				
21	Pre-construction meeting	0.50	Senior Engineer, Supervising Senior Engineer				
		0.50	Engineering Inspector				
22	Engineering Site Visits & Resolve Issues	0.50	Construction Manager				
		30.00	Engineering Inspector				
23	Engineering Site Visits & Resolve Issues	1.00	Senior Engineer, Supervising Senior Engineer				
24	Planning Inspection of Exterior	1.00	Planner I, Planner II, Planner III or City Planner				
TOTAL		73.25					
3	Public Works & Fire Marshall Review	1.00	Water Manger				
3	Public Works & Fire Marshall Review	1.50	Storm Drain Manager				
5	Engineering meets with Public Works	0.50	Water Manger				
5	Engineering meets with Public Works	0.50	Storm Drain Manager				
15	Legal Dept. review of staff report	1.00	Assistant City Attorney				
Site Plan Review (All other sites 3+ Acres)		\$7,906.60	\$6,882.00				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Application review	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, and Executive Assistant	Administrative Assistant I		0.75	
2	DRC review packet made and sent out	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, and Executive Assistant	Administrative Assistant II		0.75	
3		0.00	Streets Manager	Administrative Assistant III		0.85	



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
		0.00	Water Manager	Executive Assistant		1.06	
	Public Works & Fire Marshall Review	0.00	External Agency Review	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, and Executive Assistant	1.50	3.41	\$306.90
		0.00	Storm Drain Manager	Senior Engineer		1.73	
		2.00	Fire Marshal	Supervising Senior Engineer		1.94	
4	Review by Development Engineer	10.00	Senior Engineer, Supervising Senior Engineer	Senior Engineer, Supervising Senior Engineer	16.75	1.83	\$1,841.66
		0.50	Senior Engineer, Supervising Senior Engineer	Streets Manager	0.50	1.50	\$45.00
5	Engineering meets with Public Works	0.50	Streets Manager	Water Manager	-	0.19	\$0.00
			Water Manager	Storm Drain Manager	-	0.23	\$0.00
			Storm Drain Manager	Building Official	1.00	1.85	\$110.70
6	Planning Staff review	4.00	Planner I, Planner II, Planner III, or City Planner	Assistant Fire Marshal	0.50	1.44	\$43.05
		0.50	Planner I, Planner II or Planner III	Fire Marshal	2.50	1.99	\$297.75
		0.50	City Planner	Planner I		0.95	
7	DRC comment review (just mtg. – no extra time before)	0.50	Senior Engineer, Supervising Senior Engineer	Planner II		1.04	
		0.50	Assistant Fire Marshal	Planner III		0.86	
		0.50	Fire Marshal	Planner I, Planner II or Planner III	0.50	0.95	\$28.40
		0.50	Director of Engineering Services/City Engineer	Planner I		0.95	
8	Verify Uploaded Resubmittal	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, and Executive Assistant	Planner II		1.04	
9	Review resubmittal by Development Engineer	0.25	Senior Engineer, Supervising Senior Engineer	Planner III		0.86	
10	Architectural Review Committee (ARC) review	1.00	Planner I, Planner II, Planner III, or City Planner	City Planner		1.99	
		1.00	Building Official	Planner I, Planner II, Planner III, or City Planner	20.50	1.21	\$1,483.69
11	Prepare public notice	1.50	Planner I, Planner II, Planner III, or City Planner	City Planner	0.50	1.99	\$59.55
12	Public Notice mail	0.50	Planner I, Planner II, Planner III, or City Planner	City Planner		1.99	
13	Prepare staff report	2.50	Planner I, Planner II, Planner III, or City Planner	Director of Planning		2.05	
14	Staff report review	1.00	City Planner or Director of Planning	City Planner or Director of Planning	1.50	2.02	\$181.35
15	Legal Dept. review of staff report		Assistant City Attorney	Building Official		1.85	
16	PC preparation	0.75	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, and Executive Assistant	Building Inspector		1.29	
17	Present report at PC meeting	0.50	City Planner or Director of Planning	Battalion Chief	-	0.25	\$0.00
18	Planning Final Review (time included above)	10.00	Planner I, Planner II, Planner III, or City Planner	Director of Engineering Services/City Engineer	0.50	2.35	\$70.50



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
19	Engineers finalize plan (Bond & Fees)	3.00	Senior Engineer, Supervising Senior Engineer	Engineering Inspector	45.50	1.24	\$3,389.75
20	Bond Estimate Preparation and Agreement	1.00	Senior Engineer, Supervising Senior Engineer	Construction Manager	0.50	1.61	\$48.30
		0.50	Senior Engineer, Supervising Senior Engineer	TOTAL	92.25		\$7,906.60
21	Pre-construction meeting	0.50	Engineering Inspector		TRUE		
		0.50	Construction Manager				
22	Engineering Inspections	45.00	Engineering Inspector				
23	Engineering Site Visits & Resolve Issues	1.00	Senior Engineer, Supervising Senior Engineer				
24	Planning Inspection of Exterior	1.00	Planner I, Planner II, Planner III, or City Planner				
TOTAL		92.25					
3	Public Works & Fire Marshall Review	1.00	Water Manger				
3	Public Works & Fire Marshall Review		External Agency Review				
3	Public Works & Fire Marshall Review	1.50	Storm Drain Manager				
5	Engineering meets with Public Works	0.75	Water Manager				
5	Engineering meets with Public Works	0.75	Storm Drain Manager				
15	Legal Dept. review of staff report	1.00	Assistant City Attorney				
Small Residential Development		\$1,654.65	\$1,445.00				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Application received – review for completeness	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant I		0.75	
2	Engineering Staff review	6.00	Senior Engineer, Supervising Senior Engineer	Administrative Assistant II		0.75	
3	Planning Staff review	3.00	Planner I, Planner II or Planner III	Administrative Assistant III		0.85	
4	Inspection	10.00	Engineering Inspector	Executive Assistant		1.06	
5	Close-out file and send notice to applicant	0.50	Planner I, Planner II or Planner III	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	0.25	3.41	\$51.15
TOTAL		19.75		Senior Engineer		1.73	
				Supervising Senior Engineer		1.94	
				Senior Engineer, Supervising Senior Engineer	6.00	1.83	\$659.70



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
				Planner I		0.95	
				Planner II		1.04	
				Planner III		0.86	
				Planner I, Planner II or Planner III	3.50	0.95	\$198.80
				Engineering Inspector	10.00	1.24	\$745.00
				TOTAL	19.75		\$1,654.65
					TRUE		

Standard Encroachment Permits \$318.00 \$263.00

STEP #	ACTION	HOURS	PERSONNEL INVOLVED
1	Application review	0.50	Engineering Permit Technician
2	Encroachment Review	0.50	Engineering Permit Technician
3	Permit finalized and fee payment	0.50	Engineering Permit Technician
4	Engineering Final	0.50	Engineering Inspector
5	Encroachment Inspection	2.00	Engineering Inspector
6	ROW Initial Inspection	0.50	Engineering Inspector
TOTAL		4.50	

PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
Engineering Inspector	3.00	1.24	\$223.50
Engineering Permit Technician	1.50	1.05	\$94.50
TOTAL	4.50		318.00
	TRUE		

Subdivision Amendment (same regardless of size) \$4,691.50 \$3,637.00

STEP #	ACTION	HOURS	PERSONNEL INVOLVED
1	Application review	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant
2	Site Visit	1.00	Planner I, Planner II, Planner III, or City Planner, Senior Engineer, Supervising Senior Engineer
3	Planning staff review	4.00	Planner I, Planner II, Planner III, or City Planner
4	Development Engineer Review	3.00	Senior Engineer, Supervising Senior Engineer
5	Prepare Public Notice	1.50	Planner I, Planner II, Planner III, or City Planner
6	Public Notice mail	0.50	Planner I, Planner II, Planner III, or City Planner
7	Prepare staff report	3.00	Planner I, Planner II, Planner III, or City Planner

PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
Administrative Assistant I		0.75	
Administrative Assistant II		0.75	
Administrative Assistant III		0.85	
Executive Assistant		1.06	
Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	4.00	3.41	\$818.40
City Planner		1.99	
Planner I		0.95	



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
8	Staff report review	1.00	City Planner, City Engineer, or Director of Planning	Planner II		1.04	
9	Legal Dept review of staff report	0.00	Assistant City Attorney	Planner III		0.86	
10	Staff report review	0.50	Director of Engineering Services/City Engineer	Senior Engineer, Supervising Senior Engineer		1.83	
11	Prepare PC packet	1.00	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Planner I, Planner II, Planner III, or City Planner, Senior Engineer, Supervising Senior Engineer	1.00	1.33	\$79.89
12	Present report at PC meeting	0.50	Planner I, Planner II, Planner III, or City Planner	Director of Engineering Services/City Engineer	0.50	2.35	\$70.50
13	Final Review of Paper Copy of Plat	1.00	Planner I, Planner II, Planner III, or City Planner	Engineering Inspector	30.00	1.24	\$2,235.00
14	Obtain City signatures on mylar	1.00	Planner I, Planner II, Planner III, or City Planner	Senior Engineer, Supervising Senior Engineer		1.83	
15	Arrange with Applicant to record	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Engineering Inspector		1.24	
16	Meet Applicant at recorder's office to record	2.50	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Construction Manager		1.61	
17				Senior Engineer, Supervising Senior Engineer, Engineering Inspector, and Construction Manager	1.50	1.56	\$140.53
18	Engineers finalize plan	0.50	Senior Engineer, Supervising Senior Engineer	City Planner		1.99	
19	Pre-construction meeting (.5hr Each)	1.50	Senior Engineer, Supervising Senior Engineer, Engineering Inspector, and Construction Manager	Director of Engineering Services/City Engineer		2.35	
20	Inspections (does not include inspectors truck cost)	30.00	Engineering Inspector	Director of Planning		2.05	
TOTAL		53.00		City Planner, City Engineer, or Director of Planning	1.00	2.17	\$130.05
9	Legal Dept review of staff report	1.00	Assistant City Attorney	Senior Engineer		1.73	
				Supervising Senior Engineer		1.94	
				Senior Engineer, Supervising Senior Engineer	3.50	1.83	\$384.83
				Planner I		0.95	
				Planner II		1.04	
				Planner III		0.86	
				City Planner		1.99	
				Planner I, Planner II, Planner III, or City Planner	11.50	1.21	\$832.31
TOTAL		53.00					4,691.50
						TRUE	



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
Subdivision Preliminary BASE		\$2,268.67	\$1,953.00				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Application review	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant I		0.75	
2	DRC review packet made and sent out	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant II		0.75	
3	Site Visit	1.00	Planner I, Planner II, Planner III, City Planner, or Senior Engineer, Supervising Senior Engineer	Administrative Assistant III		0.85	
		0.50	Planner I, Planner II, or Planner III	Executive Assistant		1.06	
		0.50	City Planner	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	1.75	3.41	\$358.05
4	DRC comment review (just mtg. - no extra time before)	0.50	Senior Engineer, Supervising Senior Engineer	Planner I		0.95	
		0.50	Assistant Fire Marshal	Planner II		1.04	
		0.50	Building Official	Planner III		0.86	
		0.50	Director of Engineering Services/City Engineer	City Planner		1.99	
5	Planning staff review	3.00	Planner I, Planner II, Planner III, or City Planner	Planner I, Planner II, Planner III, or City Planner	9.50	1.21	\$687.56
		0.50	Fire Marshal	Senior Engineer, Supervising Senior Engineer		1.83	
		0.00	External Agency	Planner I		0.95	
		0.00	Water Manager	Planner II		1.04	
6	Public Works & Firefighter Inspector review	0.50	Streets Manager	Planner III		0.86	
		0.00	Storm Drain Manager	City Planner		1.99	
		0.50	Parks Manager	Planner I, Planner II, Planner III, City Planner, or Senior Engineer, Supervising Senior Engineer	1.00	1.33	\$79.89
7	Review by Development Engineer	3.00	Senior Engineer, Supervising Senior Engineer	Director of Engineering Services/City Engineer	1.00	2.35	\$141.00
		0.25	Senior Engineer, Supervising Senior Engineer	Building Official	0.50	1.85	\$55.35
8	Engineering meet with public works	0.00	Water Manager	Senior Engineer		1.73	
		0.25	Streets Manager	Supervising Senior Engineer		1.94	
		0.00	Storm Drain Manager	Senior Engineer, Supervising Senior Engineer	4.75	1.83	\$522.26
9	Verify Uploaded Resubmittal	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Fire Marshal	0.50	1.99	\$59.55
10	Review resubmittal by Development Engineer	1.00	Senior Engineer, Supervising Senior Engineer	Assistant Fire Marshal	0.50	1.44	\$43.05
11	Review resubmittal by Planning Staff	1.00	Planner I, Planner II, Planner III, or City Planner	Water Manager	-	0.19	\$0.00



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
12	Prepare Public Notice	1.00	Planner I, Planner II, Planner III, or City Planner	Streets Manager	0.75	1.50	\$67.50
13	Public Notice mail	0.50	Planner I, Planner II, Planner III, or City Planner	Storm Drain Manager	-	0.23	\$0.00
14	Prepare staff report	3.00	Planner I, Planner II, Planner III, or City Planner	Parks Manager	0.50	1.52	\$45.60
15	Staff report review	1.00	City Planner or Director of Planning	City Planner		1.99	
16	Staff report review	0.50	Director of Engineering Services/City Engineer	Director of Planning		2.05	
17	Legal Dept review of staff report	0.00	Assistant City Attorney	City Planner or Director of Planning	1.00	2.02	\$120.90
18	Prepare PC Packet	1.00	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	City Planner	0.50	1.99	\$59.55
19	Present report at PC meeting	0.50	Planner I, Planner II, Planner III, or City Planner	Planner I		0.95	
20	Close-out file and notify applicant	0.50	Planner I, Planner II, Planner III, or City Planner	Planner II		1.04	
				Planner III		0.86	
TOTAL		22.75		Planner I, Planner II, or Planner III	0.50	0.95	\$28.40
6		0.50	External Agency	TOTAL	22.75		\$2,268.67
6		0.50	Water Manager				
6		0.50	Storm Drain Manager				
8		0.25	Water Manager				
8		0.25	Storm Drain Manager				
17		1.00	Assistant City Attorney				
Subdivision Preliminary (avg 25 lots)		\$3,618.03					

STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Application review	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant I		0.75	
2	DRC review packet made and sent out	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant II		0.75	
3	Site Visit	1.00	Planner I, Planner II, Planner III, City Planner, or Senior Engineer, Supervising Senior Engineer	Administrative Assistant III		0.85	
		0.50	Planner I, Planner II, or Planner III	Executive Assistant		1.06	
		0.50	City Planner	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	2.00	3.41	\$409.20
4	DRC comment review (just mtg. - no extra time before)	0.50	Senior Engineer, Supervising Senior Engineer	Planner I		0.95	
		0.50	Assistant Fire Marshal	Planner II		1.04	
		0.50	Building Official	Planner III		0.86	
		0.50	Director of Engineering Services/City Engineer	City Planner		1.99	



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
5	Planning staff review	4.00	Planner I, Planner II, Planner III, or City Planner	Planner I, Planner II, Planner III, or City Planner	11.50	1.21	\$832.31
6	Public Works & Firefighter Inspector review	1.00	Fire Marshal	Senior Engineer, Supervising Senior Engineer		1.83	
		0.00	External Agency	Planner I		0.95	
		0.00	Water Manager	Planner II		1.04	
		1.00	Streets Manager	Planner III		0.86	
		0.00	Storm Drain Manager	City Planner		1.99	
7	Review by Senior Engineer, Supervising Senior Engineer	12.00	Senior Engineer, Supervising Senior Engineer	Planner I, Planner II, Planner III, City Planner, or Senior Engineer, Supervising Senior Engineer	1.00	1.33	\$79.89
8	Engineering meet with public works	0.50	Senior Engineer, Supervising Senior Engineer	Director of Engineering Services/City Engineer	1.00	2.35	\$141.00
		0.00	Water Manager	Building Official	0.50	1.85	\$55.35
		0.50	Streets Manager	Senior Engineer		1.73	
		0.00	Storm Drain Manager	Supervising Senior Engineer		1.94	
9	Verify Uploaded Resubmittal	0.50	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Senior Engineer, Supervising Senior Engineer	14.50	1.83	\$1,594.28
10	Review resubmittal by Senior Engineer, Supervising Senior Engineer	1.50	Senior Engineer, Supervising Senior Engineer	Fire Marshal	1.00	1.99	\$119.10
11	Review resubmittal by Planning Staff	1.50	Planner I, Planner II, Planner III, or City Planner	Assistant Fire Marshal	0.50	1.44	\$43.05
12	Prepare Public Notice	1.50	Planner I, Planner II, Planner III, or City Planner	Water Manager	-	0.19	\$0.00
13	Public Notice mail	0.50	Planner I, Planner II, Planner III, or City Planner	Streets Manager	1.50	1.50	\$135.00
14	Prepare staff report	3.00	Planner I, Planner II, Planner III, or City Planner	Storm Drain Manager	-	0.23	\$0.00
15	Staff report review	1.00	City Planner or Director of Planning	City Planner	0.50	1.99	\$59.55
16	Staff report review	0.50	Director of Engineering Services/City Engineer	City Planner		1.99	
17	Legal Dept review of staff report	1.00	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Director of Planning		2.05	
18	Prepare PC Packet	0.00	Assistant City Attorney	City Planner or Director of Planning	1.00	2.02	\$120.90
19	Present report at PC meeting	0.50	Planner I, Planner II, Planner III, or City Planner	Planner I		0.95	
20	Close-out file and notify applicant	0.50	Planner I, Planner II, Planner III, or City Planner	Planner II		1.04	
TOTAL		35.50		Planner III		0.86	
6		1.00	External Agency	Planner I, Planner II, or Planner III	0.50	0.95	\$28.40
6		1.00	Water Manager	TOTAL	35.50		\$3,618.03
6		1.00	Storm Drain Manager		TRUE		
8		0.50	Water Manager				



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
8		0.50	Storm Drain Manager				
17		1.50	Assistant City Attorney				
Subdivision Preliminary per Lot Fee		\$53.97				\$50.00	
* Subdivision Preliminary (Base) – Subdivision Preliminary (Avg 25 Lots) / 25 = Calculated Fee							
Subdivision - Final BASE		\$3,687.15				\$2,816.00	
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Application review	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant I		0.75	
2	Planning staff review (includes review of CC&R's, HOA agreements, etc.)	2.50	Planner I, Planner II, Planner III, or City Planner	Administrative Assistant II		0.75	
3	Review by Senior Engineer, Supervising Senior Engineer	2.50	Senior Engineer, Supervising Senior Engineer	Administrative Assistant III		0.85	
4	Legal Dept. Review of mylar and signature			Executive Assistant		1.06	
5	Obtain remaining City signatures on mylar	2.00	Planner I, Planner II, Planner III, or City Planner	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	3.00	3.41	\$613.80
6	Arrange with Applicant to record	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Planner I		0.95	
7	Close-out File	0.50	Planner I, Planner II, Planner III, or City Planner	Planner II		1.04	
8	Meet Applicant at recorder's office to record	2.50	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Planner III		0.86	
9	GIS Map layers updated	0.00	GIS Coordinator	City Planner		1.99	
10	Engineers finalize plan	0.50	Senior Engineer, Supervising Senior Engineer	Planner I, Planner II, Planner III, or City Planner	5.00	1.21	\$361.88
11	Pre-construction meeting	1.50	Senior Engineer, Supervising Senior Engineer, Engineering Inspector, and Construction Manager	Senior Engineer		1.73	
12	Inspections (does not include inspectors truck cost)	30.00	Engineering Inspector	Supervising Senior Engineer		1.94	
TOTAL		42.50		Senior Engineer, Supervising Senior Engineer	3.00	1.83	\$329.85
9	GIS Map layers updated	1.00	GIS Coordinator	Senior Engineer		1.73	
				Supervising Senior Engineer		1.94	
				Engineering Inspector		1.24	
				Construction Manager		1.61	
				Senior Engineer, Supervising Senior Engineer, Engineering Inspector, and Construction Manager	1.50	1.63	\$146.63



Proposed Fee			Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
				Engineering Inspector	30.00	1.24	\$2,235.00
				TOTAL	42.50		3,687.15
				TRUE			
Subdivision - Final (avg 25 lots)		\$9,707.08					
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Application review	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant I		0.75	
2	Planning staff review (includes review of CC&R's, HOA agreements, etc.)	5.00	Planner I, Planner II, Planner III, or City Planner	Administrative Assistant II		0.75	
3	Review by Senior Engineer, Supervising Senior Engineer	5.00	Senior Engineer, Supervising Senior Engineer	Administrative Assistant III		0.85	
4	Legal Dept. Review of mylar and signature	0.00	Assistant City Attorney	Executive Assistant		1.06	
5	Obtain remaining City signatures on mylar	2.00	Planner I, Planner II, Planner III, or City Planner	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	2.75	3.41	\$562.65
6	Arrange with Applicant to record	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant, Planner I, Planner II, Planner III or City Planner	Planner I		0.95	
7	Close-out File (Scan)	0.50	Planner I, Planner II, Planner III, or City Planner	Planner II		1.04	
8	Meet Applicant at recorder's office to record	2.50	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Planner III		0.86	
9	Engineers finalize plan	4.00	Senior Engineer, Supervising Senior Engineer	City Planner		1.99	
10	Pre-construction meeting	1.50	Senior Engineer, Supervising Senior Engineer, Engineering Inspector, and Construction Manager	Planner I, Planner II, Planner III, or City Planner	7.50	1.21	\$542.81
11	Inspections (does not include inspectors truck cost)	100.00	Engineering Inspector	Senior Engineer		1.73	
TOTAL		121.00					
Legal Dept. Review of mylar and signature		1.00	Assistant City Attorney	Supervising Senior Engineer		1.94	
				Senior Engineer, Supervising Senior Engineer	9.00	1.83	\$989.55
				Administrative Assistant I		0.75	
				Administrative Assistant II		0.75	
				Administrative Assistant III		0.85	
				Executive Assistant		1.06	
				Planner I		0.95	
				Planner II		1.04	
				Planner III		0.86	



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
				City Planner		1.99	
				Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant, Planner I, Planner II, Planner III or City Planner	0.25	1.03	\$15.44
				Senior Engineer		1.73	
				Supervising Senior Engineer		1.94	
				Engineering Inspector		1.24	
				Construction Manager		1.61	
				Senior Engineer, Supervising Senior Engineer, Engineering Inspector, and Construction Manager	1.50	1.63	\$146.63
				Engineering Inspector	100.00	1.24	\$7,450.00
				TOTAL	121.00		\$9,707.08
					TRUE		

Subdivision Final **per Lot Fee** **\$240.80** **\$209.00**

* Subdivision Final (Base) – Subdivision Final (Avg 25 Lots) / 25 = Calculated Fee

Temporary Banner/Sign Permit		\$105.43	\$61.00				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Application review	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant I		0.75	
2	Planning staff review	0.25	Planner I, Planner II, Planner III, or City Planner	Administrative Assistant II		0.75	
3	Close-out file and notify applicant	0.50	Planner I, Planner II, Planner III, or City Planner	Administrative Assistant III		0.85	
	TOTAL	1.00		Executive Assistant		1.06	
				Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	0.25	3.41	\$51.15
				Planner I		0.95	
				Planner II		1.04	
				Planner III		0.86	



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
				City Planner		1.99	
				Planner I, Planner II, Planner III, or City Planner	0.75	1.21	\$54.28
				TOTAL	1.00		\$105.43
Text Amendment		\$1,408.21	\$1,262.00				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Application review	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant I		0.75	
2	Planning staff review and research	4.00	Planner I, Planner II, Planner III, Long-range Planner, or City Planner	Administrative Assistant II		0.75	
3	Consultation with Legal Dept. on proposed amendments	1.50	Planner I, Planner II, Planner III, Long-range Planner, or City Planner	Administrative Assistant III		0.85	
4	Incorporate Legal Dept. revisions/submit to applicant for review	1.00	Planner I, Planner II, Planner III, Long-range Planner, or City Planner	Executive Assistant		1.06	
5	Discuss with leadership during operations meeting	1.00	Director of Planning	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	1.00	3.41	\$204.60
6	Prepare public notice	0.75	Planner I, Planner II, Planner III, Long-range Planner, or City Planner	Planner I		0.95	
7	Prepare PC staff report	2.00	Planner I, Planner II, Planner III, Long-range Planner, or City Planner	Planner II		1.04	
8	PC staff report review	1.00	City Planner or Director of Planning	Planner III		0.86	
9	Revise staff report/prepare packet	0.50	Planner I, Planner II, Planner III, Long-range Planner, or City Planner	Long-range Planner		1.19	
10	Prepare PC packet	0.75	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	City Planner		1.99	
11	Present report at PC meeting	0.50	Planner I, Planner II, Planner III, Long-range Planner, or City Planner	Planner I, Planner II, Planner III, Long-range Planner, or City Planner	11.75	1.20	\$847.41
12	Prepare CC staff report	1.00	Planner I, Planner II, Planner III, Long-range Planner, or City Planner	Long-range Planner		1.19	
13	CC staff report review	0.50	City Planner or Director of Planning	City Planner		1.99	
14	Present report at CC meeting	0.50	Long-range Planner, City Planner, or Director of Planning	Director of Planning		2.05	
15	Close-out file and notify applicant	0.50	Planner I, Planner II, Planner III, Long-range Planner, or City Planner	Long-range Planner, City Planner, or Director of Planning	0.50	1.74	\$52.15
TOTAL		15.75		City Planner		1.99	
				Director of Planning		2.05	
				City Planner or Director of Planning	1.50	2.02	\$181.35
				Director of Planning	1.00	2.05	\$122.70



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
					TOTAL	15.75	\$1,408.21

TRUE

Traffic Control Fee (Encroachment Permit) **\$596.00** **\$50 per day**

STEP #	ACTION	HOURS	PERSONNEL INVOLVED
1	Inspection and Review	8.00	Engineering Inspector
TOTAL		8.00	

PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
Engineering Inspector	8.00	1.24	\$596.00
TOTAL	8.00		\$596.00

TRUE

TV Video Inspection Fee **\$74.50 Base + \$0.77 per linear foot of pipe** **\$63 Base + \$0.77 per linear foot of pipe**

STEP #	ACTION	HOURS	PERSONNEL INVOLVED
1	Following Site Plan and Subdivision Review		
2	Inspector coordinates with storm drain to do inspection	1.00	Engineering Inspector
3	City crews TV video inspect storm drain lines	1000-1500 (LF) per 8 hour day	Storm Drain Maintenance Worker
TOTAL		1.00	

PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL BASE COST
Engineering Inspector	1.00	1.24	\$74.50
TOTAL BASE	1.00		74.50

PERSONNEL INVOLVED	LF PER MIN	COST PER MIN.	COST PER LF
Storm Drain Maintenance Worker	2.60	2.00	\$0.77
TOTAL LF RATE	2.60		\$0.77

*Maintenance worker rate of \$22/hr (avg total cost) - times two maintenance workers, camera truck rate of \$76/hr = \$120/hr or \$2/minute

Wind Energy Conversion Systems **\$617.15** **\$610.00**



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Application review	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant I		0.75	
2	Planning staff review	2.00	Planner I, Planner II or Planner III	Administrative Assistant II		0.75	
3	Site Visit	0.50	Planner I, Planner II or Planner III	Administrative Assistant III		0.85	
4	Prepare public notice	1.50	Planner I, Planner II or Planner III	Executive Assistant		1.06	
5	Mail public notice	0.50	Planner I, Planner II or Planner III	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	0.50	3.41	\$102.30
6	Prepare staff report	2.00	Planner I, Planner II or Planner III	Planner I		0.95	
7	Staff report review	0.50	City Planner or Director of Planning	Planner II		1.04	
8	Revise staff report/prepare packet	0.50	Planner I, Planner II or Planner III	Planner III		0.86	
9	PC packet preparation	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Planner I, Planner II or Planner III	8.00	0.95	\$454.40
10	Present report at PC meeting	0.50	Planner I, Planner II or Planner III	City Planner		1.99	
11	Close-out file and notify applicant	0.50	Planner I, Planner II or Planner III	Director of Planning		2.05	
TOTAL		9.00		City Planner or Director of Planning	0.50	2.02	\$60.45
				TOTAL	9.00		617.15

TRUE

Zoning Compliance Letter		\$340.65	\$284.00
STEP #	ACTION	HOURS	PERSONNEL INVOLVED
1	Application review	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant
2	Planning staff review and research	2.00	Planner I, Planner II, Planner III, or City Planner
3	Site visit	0.50	Planner I, Planner II, Planner III, or City Planner
4	Prepare letter	1.00	Planner I, Planner II, Planner III, or City Planner
5	Provide letter to applicant	0.50	Planner I, Planner II, Planner III, or City Planner
TOTAL		4.25	

PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
Administrative Assistant I		0.75	
Administrative Assistant II		0.75	
Administrative Assistant III		0.85	
Executive Assistant		1.06	
Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	0.25	3.41	\$51.15
Planner I		0.95	
Planner II		1.04	
Planner III		0.86	



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
Right of Way Vacation (New Application)		\$1,057.35	\$1,818.00	City Planner		1.99	
				Planner I, Planner II, Planner III, or City Planner	4.00	1.21	\$289.50
				TOTAL	4.25		340.65
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Application review	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant I		0.75	
2	Assign Planner	0.05	City Planner	Administrative Assistant II		0.75	
3	Assign Engineer	0.05	Supervising Senior Engineer	Administrative Assistant III		0.85	
4	Planning Staff Review	1.00	Planner I, Planner II, Planner III, or City Planner	Executive Assistant		1.06	
5	Engineering Staff Review	3.00	Senior Engineer, Supervising Senior Engineer	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	1.25	3.41	\$255.75
6	Assign to City Council Hearing	0.25	Planner I, Planner II, Planner III, or City Planner	City Planner	0.05	1.99	\$5.96
7	Prepare and Send Public Notice	1.00	Planner I, Planner II, Planner III, or City Planner	Supervising Senior Engineer	0.05	1.94	\$5.81
8	Prepare Ordinance	0.00	Assistant City Attorney	Senior Engineer		1.73	
9	Prepare staff report	1.50	Planner I, Planner II, Planner III, or City Planner	Supervising Senior Engineer		1.94	
10	Staff report review	1.00	City Planner or Director of Planning	Senior Engineer, Supervising Senior Engineer	3.00	1.83	\$329.85
11	Present Report at Meeting	0.50	Director of Planning or City Planner	Planner I		0.95	
12	Record Council Decision	0.05	Planner I, Planner II, Planner III, or City Planner	Planner II		1.04	
13	Prepare and Send Notice of Council Decision	0.05	Planner I, Planner II, Planner III, or City Planner	Planner III		0.86	
14	Record Approved Ordinance	1.00	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	City Planner		1.99	
TOTAL		9.70		Planner I, Planner II, Planner III, or City Planner	3.85	1.21	\$278.64
8	Prepare Ordinance	1.50	Assistant City Attorney	City Planner		1.99	
				Director of Planning		2.05	
				City Planner or Director of Planning	1.00	2.02	\$120.90
				Director of Planning		2.05	
				City Planner		1.99	
				Director of Planning or City Planner	0.50	2.02	\$60.45
TOTAL				TOTAL	9.70		1,057.35



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
Development Agreement Amendment (New Application)		\$2,033.75	NA	TRUE			
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Application review	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant I		0.75	
2	Application review	2.00	Planner I, Planner II, Planner III, or Long-range Planner	Administrative Assistant II		0.75	
3	Site visit	0.50	Planner I, Planner II, Planner III, or Long-range Planner	Administrative Assistant III		0.85	
4	Consultation with Legal Dept. on amended draft development agreement	1.50	Planner I, Planner II, Planner III, or Long-range Planner	Executive Assistant		1.06	
5	Review draft amended development agreement/submit to applicant	1.00	Planner I, Planner II, Planner III, or Long-range Planner	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	2.50	3.41	\$511.50
6	Review applicant's revisions to draft and concepts	1.00	Planner I, Planner II, Planner III, or Long-range Planner	Director of Engineering Services/City Engineer	1.00	2.35	\$141.00
7	Consultation with Legal Dept. on draft amended development agreement	1.00	Planner I, Planner II, Planner III, or Long-range Planner	Planner I		0.95	
8	Incorporate Legal Dept. revisions/submit to applicant for signature	1.00	Planner I, Planner II, Planner III, or Long-range Planner	Planner II		1.04	
9	Infrastructure Analysis	0.50	Senior Engineer, Supervising Senior Engineer	Planner III		0.86	
10	Engineering final review	1.00	Director of Engineering Services/City Engineer	Long-range Planner		1.19	
11	Prepare public notice	1.50	Planner I, Planner II, Planner III, or Long-range Planner	City Planner		1.99	
12	Mail public notice	0.50	Planner I, Planner II, Planner III, or Long-range Planner	Planner I, Planner II, Planner III, Long-range Planner, or City Planner	0.50	1.20	\$36.06
13	Prepare PC staff report	2.00	Planner I, Planner II, Planner III, or Long-range Planner	Planner I		0.95	
14	PC staff report review	2.00	City Planner or Director of Planning	Planner II		1.04	
15	Revise staff report/prepare packet	0.75	Planner I, Planner II, Planner III, or Long-range Planner	Planner III		0.86	
16	Prepare PC packet	0.75	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Long-range Planner		1.19	
17	Present report at PC meeting	0.50	Planner I, Planner II, Planner III, Long-range Planner, or City Planner	Planner I, Planner II, Planner III, or Long-range Planner	15.50	1.01	\$935.81
18	Prepare CC staff report	1.00	Planner I, Planner II, Planner III, or Long-range Planner	Senior Engineer		1.73	



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
19	CC staff report review	0.50	City Planner or Director of Planning	Supervising Senior Engineer		1.94	
20	Present report at CC meeting	0.50	Long-range Planner, City Planner, or Director of Planning	Senior Engineer, Supervising Senior Engineer	0.50	1.83	\$54.98
21	Obtain remaining signatures	1.00	Planner I, Planner II, Planner III, or Long-range Planner	City Planner		1.99	
22	Arrange with applicant to record	0.25	Planner I, Planner II, Planner III, or Long-range Planner	Director of Planning		2.05	
23	Meet applicant at recorder's office to record	1.50	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	City Planner or Director of Planning	2.50	2.02	\$302.25
24	Close-out file and notify applicant	0.50	Planner I, Planner II, Planner III, or Long-range Planner	Long-range Planner		1.19	
TOTAL		23.00		City Planner		1.99	
				Director of Planning		2.05	
				Long-range Planner, City Planner, or Director of Planning	0.50	1.74	\$52.15
TOTAL					23.00		\$2,033.75

TRUE

Floodplain Permit: Limited Floodplain Encroachment (New Application)

\$480.84

NA

STEP #	ACTION	HOURS	PERSONNEL INVOLVED
1	Application review	0.25	Engineering Permit Technician
2	Site Visit	0.50	Senior Engineer, Supervising Senior Engineer
3	Engineering Staff Review	1.50	Senior Engineer, Supervising Senior Engineer
4	Verify Review Status	0.00	Senior Engineer, Supervising Senior Engineer
5	Verify Uploaded Resubmittal	0.25	Senior Engineer, Supervising Senior Engineer
6	Finalize Permit	0.50	Senior Engineer, Supervising Senior Engineer
7	Fee Payment	0.00	Engineering Permit Technician
8	City Engineer Review	0.50	Director of Engineering Services/City Engineer
12	Inspections (do not include inspectors truck cost)	0.50	Engineering Inspector
13	Floodplain Engineer Inspection	0.50	Senior Engineer, Supervising Senior Engineer
TOTAL		4.50	

PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
Engineering Permit Technician	0.25	1.05	\$15.75
Senior Engineer		1.73	
Supervising Senior Engineer		1.94	
Senior Engineer, Supervising Senior Engineer	3.25	1.83	\$357.34
Director of Engineering Services/City Engineer	0.50	2.35	\$70.50
Engineering Inspector	0.50	1.24	\$37.25
TOTAL	4.50		480.84

TRUE



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
Floodplain Permit: Floodway Encroachment/Map Revision/Zone A/Multi-Lot Development		\$1,014.66	NA				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Application review	0.25	Engineering Permit Technician	Engineering Permit Technician	0.25	1.05	\$15.75
2	Site Visit	0.50	Senior Engineer, Supervising Senior Engineer	Senior Engineer		1.73	
3	Engineering Staff Review	4.50	Senior Engineer, Supervising Senior Engineer	Supervising Senior Engineer		1.94	
4	Verify Review Status	0.00	Senior Engineer, Supervising Senior Engineer	Senior Engineer, Supervising Senior Engineer	6.75	1.83	\$742.16
5	Verify Uploaded Resubmittal	0.25	Senior Engineer, Supervising Senior Engineer	Director of Engineering Services/City Engineer	0.50	2.35	\$70.50
6	Finalize Permit	0.50	Senior Engineer, Supervising Senior Engineer	Engineering Inspector	2.50	1.24	\$186.25
7	Fee Payment	0.00	Engineering Permit Technician	TOTAL	10.00		1,014.66
8	City Engineer Review	0.50	Director of Engineering Services/City Engineer				
12	Inspections (do not include inspectors truck cost)	2.50	Engineering Inspector				
13	Floodplain Engineer Inspection	1.00	Senior Engineer, Supervising Senior Engineer				
TOTAL		10.00					
Inspections outside normal business hours / overtime		\$76.06	\$61.00				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
	Inspector hourly time	1.00	Building Inspector, Engineering Inspector	Building Inspector		1.29	
				Engineering Inspector		1.24	
TOTAL		1.00		Building Inspector, Engineering Inspector	1.00	1.27	\$76.06
				TOTAL	1.00		\$76.06
Streetlight Connection Fee		\$120.93 Base + \$150.00 per streetlight	\$150 per streetlight				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Prepare RMP application, work order signatures and check	0.50	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant I		\$0.75	
2	Inspection	0.25	Engineering Inspector	Administrative Assistant II		\$0.75	



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
TOTAL		0.75		Administrative Assistant III		\$0.85	
				Executive Assistant		\$1.06	
				Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	0.50	\$3.41	\$102.30
				Engineering Inspector	0.25	\$1.24	\$18.63
TOTAL					0.75		\$120.93
Rezone with Development Agreement		\$2,432.58	NA				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Application review	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant I		0.75	
3	Site visit	0.50	Planner I, Planner II, Planner III, or Long-range Planner	Administrative Assistant II		0.75	
4	Consultation with Legal Dept. on draft development agreement	4.00	Planner I, Planner II, Planner III, or Long-range Planner	Administrative Assistant III		0.85	
5	Review draft development agreement/submit to applicant	1.00	Planner I, Planner II, Planner III, or Long-range Planner	Executive Assistant		1.06	
6	Review applicant's revisions to draft and concepts	1.00	Planner I, Planner II, Planner III, or Long-range Planner	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	2.50	3.41	\$511.50
7	Consultation with Legal Dept. on draft development agreement	1.00	Planner I, Planner II, Planner III, or Long-range Planner	Planner I		0.95	
8	Incorporate Legal Dept. revisions/submit to applicant for signature	2.00	Planner I, Planner II, Planner III, or Long-range Planner	Planner II		1.04	
9	Infrastructure Analysis	1.00	Senior Engineer, Supervising Senior Engineer	Planner III		0.86	
10	Fiscal Analysis	0.00	Finance	Long-range Planner		1.19	
11	Engineering Review	4.00	Senior Engineer, Supervising Senior Engineer	Planner I, Planner II, Planner III, or Long-range Planner	19.25	1.01	\$1,162.22
12	Planning Review	4.00	Planner I, Planner II, Planner III, or Long-range Planner	Senior Engineer		1.73	
13	Public Works	0.00	Water Manager, Streets Manager, Storm Drain Manager	Supervising Senior Engineer		1.94	
14	Prepare public notice	1.50	Planner I, Planner II, Planner III, or Long-range Planner	Senior Engineer, Supervising Senior Engineer	5.00	1.83	\$549.75
15	Mail public notice	0.50	Planner I, Planner II, Planner III, or Long-range Planner	City Planner		1.99	
16	Prepare PC staff report	2.00	Planner I, Planner II, Planner III, or Long-range Planner	Director of Planning		2.05	



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
17	PC staff report review	0.50	City Planner or Director of Planning	City Planner or Director of Planning	1.00	2.02	\$120.90
18	Revise staff report/prepare packet	0.50	Planner I, Planner II, Planner III, or Long-range Planner	Long-range Planner		1.19	
19	Prepare PC packet	0.75	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	City Planner		1.99	
20	Present report at PC meeting	0.50	Planner I, Planner II, Planner III, Long-range Planner, or City Planner	Director of Planning		2.05	
21	Prepare CC staff report	1.00	Planner I, Planner II, Planner III, or Long-range Planner	Long-range Planner, City Planner, or Director of Planning	0.50	1.74	\$52.15
22	CC staff report review	0.50	City Planner or Director of Planning	Planner I		0.95	
23	Present report at CC meeting	0.50	Long-range Planner, City Planner, or Director of Planning	Planner II		1.04	
24	Send Notice of Council Decision	0.25	Planner I, Planner II, Planner III, or Long-range Planner	Planner III		0.86	
25	Record Development Agreement	1.50	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	City Planner		1.99	
TOTAL		28.75		Long-range Planner		1.19	
10	Fiscal Analysis	2.00	Finance	Planner I, Planner II, Planner III, Long-range Planner, or City Planner	0.50	1.20	\$36.06
13	Public Works	2.00	Water Manager, Streets Manager, Storm Drain Manager	TOTAL	28.75		\$2,432.58

**City Council Review (Fence Height/
Parking Reduction)**

\$588.38

NA

STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
1	Application review	0.25	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	Administrative Assistant I		0.75	
2	Application review	2.00	Planner I, Planner II, Planner III, or City Planner	Administrative Assistant II		0.75	
3	Site visit if necessary	0.50	Planner I, Planner II, Planner III, or City Planner	Administrative Assistant III		0.85	
4	Prepare CC staff report	2.00	Planner I, Planner II, Planner III, or City Planner	Executive Assistant		1.06	
5	CC staff report review	0.50	City Planner or Director of Planning	Administrative Assistant I, Administrative Assistant II, Administrative Assistant III, Executive Assistant	0.25	3.41	\$51.15
6	Present report at CC meeting	1.00	City Planner or Director of Planning	Planner I		0.95	
7	Close-out file and notify applicant	0.50	Planner I, Planner II, Planner III, or Long-range Planner	Planner II		1.04	
TOTAL		6.75		Planner III		0.86	
				City Planner		1.99	



		Proposed Fee	Existing Fee				
STEP #	ACTION	HOURS	PERSONNEL INVOLVED	PERSONNEL INVOLVED	HOURS	COST PER MIN.	TOTAL COST
				Planner I, Planner II, Planner III, or City Planner	4.50	1.21	\$325.69
				City Planner		1.99	
				Director of Planning		2.05	
				City Planner or Director of Planning	1.50	2.02	\$181.35
				Planner I		0.95	
				Planner II		1.04	
				Planner III		0.86	
				Long-range Planner		1.19	
				Planner I, Planner II, Planner III, or Long-range Planner	0.50	1.01	\$30.19
				TOTAL	6.75		\$588.38



	Inspection Group			Building Reviews Group			Engineering Reviews Group			Fire Reviews/Inspections Group			Planners Group			Engineering Inspections Group			Permit Administration Group			Building Official Group				
Cost per Min	Building Inspector	\$1.29		Plans Examiner	\$1.38		Engineering Permit Technician	\$1.05		Fire Marshal	\$1.57		Planning Group	\$1.83		Engineering Inspector	\$1.37		Admin Assist I, Admin Assist II, Admin Assist III	\$0.85		Building Official	\$1.85			
	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	Total Time	Total Cost
Single Family Detached (PRSFD)																										
\$0-\$500	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$501-\$2,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$2,001-\$40,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$40,001-\$100,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$100,001-\$500,000	28.96	19.18	1,488.93	20.36	6.52	537.64	8.47	4.49	282.88	-	0.00	0.00	2.06	0.98	107.95	5.60	2.91	238.95	-	7.86	402.28	-	4.77	527.65	46.71	\$3,586.28
\$500,001-\$1,000,000	34.71	23.00	1,784.86	27.82	8.91	734.79	11.55	6.12	385.65	-	0.00	0.00	2.33	1.11	122.10	7.11	3.69	303.38	-	10.06	514.60	-	6.10	674.98	58.98	\$4,520.35
\$1,000,001-\$5,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$5,000,001+	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
Time per inspection	-	0.66		-	0.32		-	0.53		-	0.00		-	0.48		-	0.52		-	0.00		-			2.51	
Single Family Attached (PRSFA)																										
\$0-\$500	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$501-\$2,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$2,001-\$40,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$40,001-\$100,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$100,001-\$500,000	32.45	15.37	1,193.04	17.81	4.89	403.28	6.76	3.58	225.74	3.43	3.66	344.88	1.04	0.41	45.57	1.73	0.73	59.65	-	7.89	403.42	-	4.78	529.14	41.31	\$3,204.71
\$500,001-\$1,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$1,000,001-\$5,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$5,000,001+	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
		0.47		-	0.27		-	0.26		-	1.07		-	0.40		-	0.42		-	0.00		-			2.89	
DEMO (PRDE)																										
\$0-\$500	-	0.00	0.00	1.18	0.24	19.84	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.22	11.14	-	0.13	14.61	0.59	\$45.59
\$501-\$2,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$2,001-\$40,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$40,001-\$100,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$100,001-\$500,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$500,001-\$1,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$1,000,001-\$5,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$5,000,001+	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
		0.00	0.00	-	0.20	16.86	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-			0.20	
RET WALL (PRRW)																										
\$0-\$500	4.80	3.14	243.78	4.63	1.36	112.00	1.29	0.68	42.93	-	0.00	0.00	1.00	0.25	27.64	-	0.00	0.00	-	1.54	78.53	-	0.93	103.00	7.90	\$607.88
\$501-\$2,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$2,001-\$40,000	6.00	3.93	304.72	7.25	2.13	175.57	1.50	0.79	50.08	-	0.00	0.00	1.50	0.38	41.47	-	0.00	0.00	-	2.19	112.06	-	1.33	146.99	10.75	\$830.90
\$40,001-\$100,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$100,001-\$500,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$500,001-\$1,000,000	6.00	3.93	304.72	7.25	2.13	175.57	1.50	0.79	50.08	-	0.00	0.00	1.50	0.38	41.47	-	0.00	0.00	-	2.19	112.06	-	1.33	146.99	10.75	\$830.90
\$1,000,001-\$5,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00



	Inspection Group			Building Reviews Group			Engineering Reviews Group			Fire Reviews/Inspections Group			Planners Group			Engineering Inspections Group			Permit Administration Group			Building Official Group					
Cost per Min	Building Inspector	\$1.29		Plans Examiner	\$1.38		Engineering Permit Technician	\$1.05		Fire Marshal	\$1.57		Planning Group	\$1.83		Engineering Inspector	\$1.37		Admin Assist I, Admin Assist II, Admin Assist III	\$0.85		Building Official	\$1.85				
	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	Total Time	Total Cost	
\$5,000,001+	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00		0.00	0.00		0.00	0.00	0.00	\$0.00	
		0.65	50.79	-	0.29	24.22	-	0.38	23.78	-	0.00	0.00	-	0.25	27.64	-	0.00	0.00			0.00			0.00	1.58		
SIGN (PRSG)																											
\$0-\$500	2.00	1.36	105.72	2.71	0.54	44.64	-	0.00	0.00	-	0.00	0.00	1.00	0.28	30.33	-	0.00	0.00		0.79	40.17		0.48	52.69	3.44	\$273.56	
\$501-\$2,000	3.00	2.04	158.58	4.53	0.90	74.56	-	0.00	0.00	-	0.00	0.00	1.27	0.35	38.42	-	0.00	0.00		1.26	64.63		0.77	84.77	5.33	\$420.96	
\$2,001-\$40,000	3.00	2.04	158.58	4.53	0.90	74.56	-	0.00	0.00	-	0.00	0.00	1.27	0.35	38.42	-	0.00	0.00		1.26	64.63		0.77	84.77	5.33	\$420.96	
\$40,001-\$100,000	5.50	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00		0.78	39.81		0.47	52.21	1.25	\$92.02	
\$100,001-\$500,000	8.00	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00		1.13	57.90		0.69	75.95	1.82	\$133.85	
\$500,001-\$1,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00		0.00	0.00		0.00	0.00	0.00	\$0.00	
\$1,000,001-\$5,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00		0.00	0.00		0.00	0.00	0.00	\$0.00	
\$5,000,001+	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00		0.00	0.00		0.00	0.00	0.00	\$0.00	
	-	0.68	52.86	-	0.20	16.45	-	0.00	0.00	-	0.00	0.00	-	0.28	30.33	-	0.00	0.00			0.00			0.00	1.16		
ROOF (PRRF)																											
\$0-\$500	2.43	1.16	90.06	1.62	0.32	26.39	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00		0.64	32.92		0.39	43.17	2.51	\$192.54	
\$501-\$2,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00		0.00	0.00		0.00	0.00	0.00	\$0.00	
\$2,001-\$40,000	5.00	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00		0.71	36.19		0.43	47.47	1.14	\$83.65	
\$40,001-\$100,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00		0.00	0.00		0.00	0.00	0.00	\$0.00	
\$100,001-\$500,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00		0.00	0.00		0.00	0.00	0.00	\$0.00	
\$500,001-\$1,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00		0.00	0.00		0.00	0.00	0.00	\$0.00	
\$1,000,001-\$5,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00		0.00	0.00		0.00	0.00	0.00	\$0.00	
\$5,000,001+	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00		0.00	0.00		0.00	0.00	0.00	\$0.00	
	-	0.48	37.14	-	0.20	16.30	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00			0.00		0.00	0.00	0.68		
AG BLDG (PRGA)																											
\$0-\$500	-	0.00	0.00	6.00	1.25	103.25	-	0.00	0.00	-	0.00	0.00	1.00	0.25	27.48	-	0.00	0.00		1.11	1.11	56.81	0.67	0.67	74.51	3.29	\$262.04
\$501-\$2,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00		0.00	0.00		-	0.00	0.00	0.00	\$0.00
\$2,001-\$40,000	7.00	3.51	272.20	11.00	2.29	189.29	-	0.00	0.00	-	0.00	0.00	2.00	0.50	54.95	-	0.00	0.00		3.03	3.03	154.81	1.83	1.83	203.05	11.16	\$874.29
\$40,001-\$100,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00		0.00	0.00		-	0.00	0.00	0.00	\$0.00
\$100,001-\$500,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00		0.00	0.00		-	0.00	0.00	0.00	\$0.00
\$500,001-\$1,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00		0.00	0.00		-	0.00	0.00	0.00	\$0.00
\$1,000,001-\$5,000,000	50.00	25.05	1,944.28	20.00	4.17	344.16	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00		10.78	10.78	551.23	6.53	6.53	723.02	46.53	\$3,562.69
\$5,000,001+	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00		0.00	0.00		-	0.00	0.00	0.00	\$0.00
	-	0.50	38.89	-	0.21	17.21	-	0.00	0.00	-	0.00	0.00	-	0.25	27.48	-	0.00	0.00			0.00		0.00	0.00	0.96		
DECK (PRDK)																											
\$0-\$500	-	0.00	0.00	4.00	1.15	94.95	-	0.00	0.00	-	0.00	0.00	1.00	0.26	28.44	-	0.00	0.00		0.74	0.74	37.87	0.45	0.45	49.67	2.60	\$210.94
\$501-\$2,000	-	2.03	157.57	6.50	1.87	154.30	-	0.00	0.00	-	0.00	0.00	1.50	0.39	42.66	-	0.00	0.00		1.20	1.20	61.54	0.73	0.73	80.72	6.22	\$496.79
\$2,001-\$40,000	6.42	3.13	243.11	7.50	2.16	178.04	3.00	1.59	100.17	-	0.00	0.00	1.50	0.39	42.66	-	0.00	0.00		2.30	2.30	117.47	1.39	1.39	154.08	10.96	\$835.53



	Inspection Group			Building Reviews Group			Engineering Reviews Group			Fire Reviews/Inspections Group			Planners Group			Engineering Inspections Group			Permit Administration Group			Building Official Group				
Cost per Min	Building Inspector	\$1.29		Plans Examiner	\$1.38		Engineering Permit Technician	\$1.05		Fire Marshal	\$1.57		Planning Group	\$1.83		Engineering Inspector	\$1.37		Admin Assist I, Admin Assist II, Admin Assist III	\$0.85		Building Official	\$1.85			
	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	Total Time	Total Cost
\$40,001-\$100,000	-	3.13	243.11	7.50	2.16	178.04	3.00	1.59	100.17	-	0.00	0.00	1.50	0.39	42.66	-	0.00	0.00	1.39	1.39	71.01	0.84	0.84	93.14	9.50	\$728.12
\$100,001-\$500,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$500,001-\$1,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$1,000,001-\$5,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$5,000,001+	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
	-	0.58	45.02	-	0.29	23.74	-	0.06	3.49	-	0.00	0.00	-	0.26	28.44	-	0.00	0.00		0.00			0.00	0.00	1.18	
DETACHED ACCE (PRDA)																										
\$0-\$500	8.57	7.33	569.24	6.17	1.82	149.75	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	2.35	2.35	120.42	1.43	1.43	157.95	12.93	\$997.36
\$501-\$2,000	8.57	7.33	569.24	6.17	1.82	149.75	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	2.35	2.35	120.42	1.43	1.43	157.95	12.93	\$997.36
\$2,001-\$40,000	8.57	7.33	569.24	9.03	2.66	219.36	2.42	1.28	80.91	1.00	0.80	75.75	1.64	0.43	47.25	-	0.00	0.00	2.88	2.88	147.56	1.75	1.75	193.55	17.14	\$1,333.61
\$40,001-\$100,000	9.00	7.70	597.71	8.33	2.45	202.36	2.45	1.30	81.96	1.00	0.80	75.75	2.08	0.55	59.92	1.00	0.50	41.10	2.82	2.82	144.03	1.71	1.71	188.92	17.83	\$1,391.74
\$100,001-\$500,000	9.00	7.70	597.71	8.33	2.45	202.36	2.45	1.30	81.96	1.00	0.80	75.75	2.08	0.55	59.92	1.00	0.50	41.10	2.82	2.82	144.03	1.71	1.71	188.92	17.83	\$1,391.74
\$500,001-\$1,000,000	13.80	11.81	916.48	8.33	2.45	202.36	2.45	1.30	81.96	1.00	0.80	75.75	2.08	0.55	59.92	-	0.00	0.00	3.50	3.50	178.77	2.12	2.12	234.49	22.52	\$1,749.73
\$1,000,001-\$5,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$5,000,001+	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
	-	0.86	66.41	-	0.29	24.28	-	0.26	16.60	-	0.80	75.75	-	0.26	28.76	-	0.50	41.10		0.00			0.00	0.00	2.98	
CARPORT (PRCP)																										
\$0-\$500	4.00	2.30	178.29	5.38	2.00	164.82	3.00	1.59	100.17	-	0.00	0.00	1.33	0.19	20.51	-	0.00	0.00	1.56	1.56	79.84	0.95	0.95	104.72	8.58	\$648.35
\$501-\$2,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$2,001-\$40,000	4.50	2.58	200.58	6.50	2.42	199.32	3.00	1.59	100.17	-	0.00	0.00	1.00	0.14	15.39	-	0.00	0.00	1.84	1.84	94.11	1.12	1.12	123.44	9.69	\$733.00
\$40,001-\$100,000	5.50	3.16	245.15	8.50	3.16	260.65	-	0.00	0.00	-	0.00	0.00	1.00	0.14	15.39	-	0.00	0.00	2.35	2.35	120.28	1.43	1.43	157.77	10.23	\$799.23
\$100,001-\$500,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$500,001-\$1,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$1,000,001-\$5,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$5,000,001+	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
	-	0.57	44.57	-	0.37	30.66	-	0.17	10.85	-	0.00	0.00	-	0.14	15.39	-	0.00	0.00		0.00			0.00	0.00	1.26	
TEMP POWER (PRTP)																										
\$0-\$500	1.67	0.61	47.61	1.08	0.22	18.27	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.44	0.44	22.34	0.26	0.26	29.31	1.54	\$117.53
\$501-\$2,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$2,001-\$40,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$40,001-\$100,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$100,001-\$500,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$500,001-\$1,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$1,000,001-\$5,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$5,000,001+	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
	-	0.44	34.01	-	0.20	16.86	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00		0.00			0.00	0.00	0.64	
GAS (PRGS)																										
\$0-\$500	3.25	1.06	82.63	4.75	1.24	102.09	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	1.34	1.34	68.49	0.81	0.81	89.84	4.45	\$343.05



	Inspection Group			Building Reviews Group			Engineering Reviews Group			Fire Reviews/Inspections Group			Planners Group			Engineering Inspections Group			Permit Administration Group			Building Official Group				
Cost per Min	Building Inspector	\$1.29		Plans Examiner	\$1.38		Engineering Permit Technician	\$1.05		Fire Marshal	\$1.57		Planning Group	\$1.83		Engineering Inspector	\$1.37		Admin Assist I, Admin Assist II, Admin Assist III	\$0.85		Building Official	\$1.85			
	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	Total Time	Total Cost
\$501-\$2,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$2,001-\$40,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$40,001-\$100,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$100,001-\$500,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$500,001-\$1,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$1,000,001-\$5,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$5,000,001+	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
	-	0.41	31.98	-	0.26	21.49	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00		0.00			0.00	0.00	0.67	
POWER METER (PRPM)																										
\$0-\$500	2.54	1.34	104.09	1.65	1.02	83.85	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.67	0.67	34.03	0.40	0.40	44.63	3.43	\$266.60
ELEC ONLY (PREL)																										
\$0-\$500	2.39	1.21	93.53	2.67	0.82	68.05	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.83	0.83	42.54	0.50	0.50	55.80	3.37	\$259.93
\$501-\$2,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$2,001-\$40,000	4.00	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.57	0.57	28.95	0.34	0.34	37.97	0.91	\$66.92
\$40,001-\$100,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$100,001-\$500,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$500,001-\$1,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$1,000,001-\$5,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$5,000,001+	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
	-	0.51	39.57	-	0.31	25.52	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00		0.00	0.00		0.00	0.00	0.82	
APPLIANCE (PRAP)																										
\$0-\$500	1.41	0.65	50.73	3.20	0.63	51.96	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.79	0.79	40.52	0.48	0.48	53.15	2.56	\$196.37
\$501-\$2,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$2,001-\$40,000	-	0.65	50.73	3.20	0.63	51.96	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.59	0.59	30.32	0.36	0.36	39.77	2.24	\$172.78
\$40,001-\$100,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$100,001-\$500,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$500,001-\$1,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$1,000,001-\$5,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$5,000,001+	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
	-	0.52	40.49	-	0.20	16.23	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00		0.00	0.00		0.00	0.00	0.72	
Res SOLAR (PRSO)																										
\$0-\$500	-	1.85	143.39	-	1.19	98.14	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	3.04	\$241.53
\$501-\$2,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$2,001-\$40,000	3.35	1.93	150.01	6.44	2.36	194.47	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	1.67	1.67	85.20	1.01	1.01	111.75	6.97	\$541.43
\$40,001-\$100,000	3.77	2.18	168.89	7.69	2.82	232.29	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	1.96	1.96	100.11	1.19	1.19	131.31	8.13	\$632.60
\$100,001-\$500,000	3.00	1.73	134.43	16.00	5.86	483.16	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	3.39	3.39	173.19	2.05	2.05	227.17	13.03	\$1,017.95
\$500,001-\$1,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00



	Inspection Group			Building Reviews Group			Engineering Reviews Group			Fire Reviews/Inspections Group			Planners Group			Engineering Inspections Group			Permit Administration Group			Building Official Group				
Cost per Min	Building Inspector	\$1.29		Plans Examiner	\$1.38		Engineering Permit Technician	\$1.05		Fire Marshal	\$1.57		Planning Group	\$1.83		Engineering Inspector	\$1.37		Admin Assist I, Admin Assist II, Admin Assist III	\$0.85		Building Official	\$1.85			
	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	Total Time	Total Cost
\$1,000,001-\$5,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$5,000,001+	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
	-	0.58	44.81	-	0.37	30.20	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.94	
Res POOL (PRPO)																										
\$0-\$500	10.67	6.23	483.70	7.29	1.80	148.59	-	0.00	0.00	-	0.00	0.00	1.60	0.29	32.38	-	0.00	0.00	2.86	2.86	146.18	1.73	1.73	191.73	12.92	\$1,002.59
\$501-\$2,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$2,001-\$40,000	17.80	6.12	474.63	10.27	2.54	209.38	1.50	0.79	50.08	-	0.00	0.00	1.40	0.26	28.33	-	0.00	0.00	4.42	4.42	226.03	2.68	2.68	296.47	16.80	\$1,284.93
\$40,001-\$100,000	20.81	6.12	474.63	10.27	2.54	209.38	1.50	0.79	50.08	-	0.00	0.00	1.40	0.26	28.33	-	0.00	0.00	4.84	4.84	247.81	2.94	2.94	325.04	17.49	\$1,335.29
\$100,001-\$500,000	20.81	8.18	634.86	14.00	3.46	285.52	-	0.00	0.00	-	0.00	0.00	2.00	0.37	40.48	-	0.00	0.00	5.54	5.54	283.16	3.36	3.36	371.41	20.90	\$1,615.42
\$500,001-\$1,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$1,000,001-\$5,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$5,000,001+	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
	-	0.58	45.35	-	0.25	20.39	-	0.24	15.19	-	0.00	0.00	-	0.18	20.24	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	1.26	
Res ADD (PRAD)																										
\$0-\$500	-	0.00	0.00	3.50	1.18	97.69	-	0.00	0.00	-	0.00	0.00	1.33	0.46	50.64	-	0.00	0.00	0.65	0.65	33.14	0.39	0.39	43.46	2.69	\$224.93
\$501-\$2,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$2,001-\$40,000	11.00	6.89	534.48	8.77	2.97	244.77	-	0.00	0.00	-	0.00	0.00	1.31	0.45	49.66	-	0.00	0.00	3.18	3.18	162.64	1.93	1.93	213.32	15.41	\$1,204.86
\$40,001-\$100,000	11.00	14.49	1,124.85	14.50	4.91	404.73	2.00	1.06	66.78	-	0.00	0.00	1.50	0.52	56.96	-	0.00	0.00	4.24	4.24	216.89	2.57	2.57	284.49	27.79	\$2,154.70
\$100,001-\$500,000	17.33	14.49	1,124.85	14.50	4.91	404.73	2.00	1.06	66.78	-	0.00	0.00	1.50	0.52	56.96	-	0.00	0.00	5.14	5.14	262.71	3.11	3.11	344.58	29.23	\$2,260.61
\$500,001-\$1,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$1,000,001-\$5,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$5,000,001+	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
	-	0.77	59.99	-	0.34	27.91	-	0.21	13.17	-	0.00	0.00	-	0.35	37.98	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	1.67	
Res REMODEL (PRRR)																										
\$0-\$500	-	0.37	28.60	3.42	0.82	67.65	-	0.00	0.00	-	0.00	0.00	1.00	0.27	29.72	-	0.00	0.00	0.63	0.63	32.35	0.38	0.38	42.43	2.47	\$200.74
\$501-\$2,000	3.50	0.37	28.60	3.42	0.82	67.65	-	0.00	0.00	-	0.00	0.00	1.00	0.27	29.72	-	0.00	0.00	1.13	1.13	57.68	0.68	0.68	75.65	3.27	\$259.30
\$2,001-\$40,000	3.50	0.57	44.00	5.76	1.38	114.11	1.00	0.53	33.39	-	0.00	0.00	1.54	0.42	45.72	-	0.00	0.00	1.56	1.56	79.89	0.95	0.95	104.79	5.40	\$421.90
\$40,001-\$100,000	3.70	0.57	44.00	5.76	1.38	114.11	1.00	0.53	33.39	-	0.00	0.00	1.54	0.42	45.72	-	0.00	0.00	1.59	1.59	81.34	0.96	0.96	106.69	5.45	\$425.25
\$100,001-\$500,000	4.43	0.74	57.19	10.25	2.46	202.96	-	0.00	0.00	-	0.00	0.00	2.00	0.54	59.43	-	0.00	0.00	2.52	2.52	129.10	1.53	1.53	169.34	7.79	\$618.03
\$500,001-\$1,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$1,000,001-\$5,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$5,000,001+	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
	-	0.47	36.48	-	0.24	19.80	-	0.02	1.55	-	0.00	0.00	-	0.27	29.72	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	1.01	
Res bsmt (PRBS)																										
\$0-\$500	-	2.17	168.32	5.50	1.34	110.64	-	0.00	0.00	-	0.00	0.00	1.00	0.21	23.53	-	0.00	0.00	1.02	1.02	52.07	0.62	0.62	68.30	5.36	\$422.87
\$501-\$2,000	4.70	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.67	0.67	34.02	0.40	0.40	44.62	1.07	\$78.63
\$2,001-\$40,000	4.74	3.43	265.86	4.62	1.13	92.94	-	0.00	0.00	2.00	3.55	334.53	1.63	0.35	38.30	-	0.00	0.00	1.53	1.53	78.03	0.92	0.92	102.35	10.90	\$912.03
\$40,001-\$100,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00



	Inspection Group			Building Reviews Group			Engineering Reviews Group			Fire Reviews/Inspections Group			Planners Group			Engineering Inspections Group			Permit Administration Group			Building Official Group				
Cost per Min	Building Inspector	\$1.29		Plans Examiner	\$1.38		Engineering Permit Technician	\$1.05		Fire Marshal	\$1.57		Planning Group	\$1.83		Engineering Inspector	\$1.37		Admin Assist I, Admin Assist II, Admin Assist III	\$0.85		Building Official	\$1.85			
	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	Total Time	Total Cost
\$100,001-\$500,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$500,001-\$1,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$1,000,001-\$5,000,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$5,000,001+	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
	-	0.72	56.11	-	0.24	20.12	-	0.00	0.00	-	1.78	167.27	-	0.21	23.53	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	2.96	
R-2 (PRAC)																										
\$0-\$500	109.13	0.00	0.00	19.00	27.66	2,281.74	11.55	6.12	385.65	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	3.52	3.52	179.88	2.13	2.13	235.94	39.43	\$3,083.22
\$501-\$2,000		0.00	0.00	19.00	27.66	2,281.74	11.55	6.12	385.65	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	3.52	3.52	179.88	2.13	2.13	235.94	39.43	\$3,083.22
\$2,001-\$40,000		0.00	0.00	19.00	27.66	2,281.74	11.55	6.12	385.65	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	3.52	3.52	179.88	2.13	2.13	235.94	39.43	\$3,083.22
\$40,001-\$100,000		0.00	0.00	19.00	27.66	2,281.74	11.55	6.12	385.65	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	3.52	3.52	179.88	2.13	2.13	235.94	39.43	\$3,083.22
\$100,001-\$500,000		0.00	0.00	19.00	27.66	2,281.74	11.55	6.12	385.65	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	3.52	3.52	179.88	2.13	2.13	235.94	39.43	\$3,083.22
\$500,001-\$1,000,000		0.00	0.00	19.00	27.66	2,281.74	11.55	6.12	385.65	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	3.52	3.52	179.88	2.13	2.13	235.94	39.43	\$3,083.22
\$1,000,001-\$5,000,000		131.48	10,205.11	45.00	65.50	5,404.13	5.75	4.78	301.02	8.63	17.56	1,653.69	1.63	1.36	149.89	-	0.00	0.00	23.77	23.77	1,215.84	14.41	14.41	1,594.75	258.86	\$20,524.43
\$5,000,001+	245.50	22,958.57	75.00	109.17	9,006.88	5.75	4.78	301.02	11.50	23.41	2,204.92	5.50	4.62	507.31	-	0.00	0.00	48.62	48.62	2,486.88	29.47	29.47	3,261.92	515.86	\$40,727.51	
		1.20	93.52	-	1.46	120.09	-	0.83	52.35	-	2.04	191.73	-	0.84	92.24	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	6.37	
Comm Addition (PRCA)																										
\$0-\$500	5.33	7.20	558.56	2.00	2.64	218.04	-	0.00	0.00	-	0.00	0.00	1.00	0.51	56.21	-	0.00	0.00	1.12	1.12	57.51	0.68	0.68	75.43	12.16	\$965.75
\$501-\$2,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$2,001-\$40,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$40,001-\$100,000	11.00	7.20	558.56	10.71	14.15	1,167.42	-	0.00	0.00	3.00	7.63	718.29	2.00	0.51	56.21	-	0.00	0.00	3.54	3.54	180.99	2.14	2.14	237.40	35.17	\$2,918.87
\$100,001-\$500,000	11.00	7.20	558.56	12.67	16.74	1,380.92	-	0.00	0.00	3.00	7.63	718.29	2.00	0.51	56.21	-	0.00	0.00	3.90	3.90	199.54	2.36	2.36	261.72	38.34	\$3,175.22
\$500,001-\$1,000,000	15.00	9.81	761.67	12.67	16.74	1,380.92	-	0.00	0.00	3.00	7.63	718.29	2.00	0.51	56.21	-	0.00	0.00	4.47	4.47	228.49	2.71	2.71	299.69	41.86	\$3,445.26
\$1,000,001-\$5,000,000	20.00	9.81	761.67	12.67	16.74	1,380.92	-	0.00	0.00	3.00	7.63	718.29	2.00	0.51	56.21	-	0.00	0.00	5.17	5.17	264.67	3.14	3.14	347.16	43.00	\$3,528.91
\$5,000,001+	25.00	9.81	761.67	31.33	41.41	3,415.95	-	0.00	0.00	3.00	7.63	718.29	2.00	0.51	56.21	-	0.00	0.00	9.34	9.34	477.59	5.66	5.66	626.43	74.35	\$6,056.13
		0.65	50.78	-	1.32	109.02	-	0.00	0.00	-	2.54	239.43	-	0.26	28.10	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	4.77	
Comm TI (PRCR)																										
\$0-\$500	4.00	1.94	150.26	1.20	0.67	55.45	-	0.00	0.00	1.83	3.89	366.05	1.29	0.36	39.31	-	0.00	0.00	0.79	0.79	40.31	0.48	0.48	52.87	8.12	\$704.26
\$501-\$2,000	6.00	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.85	0.85	43.43	0.51	0.51	56.96	1.36	\$100.38
\$2,001-\$40,000	-	6.09	472.82	2.00	1.12	92.42	1.00	0.53	33.39	2.77	5.87	552.91	1.00	0.28	30.58	-	0.00	0.00	0.37	0.37	18.94	0.22	0.22	24.84	14.48	\$1,225.89
\$40,001-\$100,000	10.45	7.59	589.07	2.15	1.20	99.36	-	0.00	0.00	3.58	7.60	715.46	1.17	0.32	35.67	-	0.00	0.00	1.88	1.88	96.02	1.14	1.14	125.95	19.73	\$1,661.52
\$100,001-\$500,000	13.59	9.87	765.96	2.07	1.16	95.61	1.00	0.53	33.39	5.34	11.33	1,066.94	1.13	0.31	34.52	1.00	1.00	82.20	2.31	2.31	117.97	1.40	1.40	154.74	27.90	\$2,351.34
\$500,001-\$1,000,000	13.59	9.87	765.96	2.07	1.16	95.61	1.00	0.53	33.39	5.34	11.33	1,066.94	1.13	0.31	34.52	1.00	1.00	82.20	2.31	2.31	117.97	1.40	1.40	154.74	27.90	\$2,351.34
\$1,000,001-\$5,000,000	16.75	12.16	943.80	1.50	0.84	69.32	1.00	0.53	33.39	5.00	10.60	998.31	1.00	0.28	30.58	-	0.00	0.00	2.65	2.65	135.43	1.60	1.60	177.64	28.66	\$2,388.46
\$5,000,001+	36.33	26.38	2,047.25	2.50	1.40	115.53	1.00	0.53	33.39	8.67	18.37	1,730.40	1.00	0.28	30.58	-	0.00	0.00	5.60	5.60	286.63	3.40	3.40	375.96	55.96	\$4,619.74
	-	0.73	56.35	-	0.56	46.21	-	0.46	28.67	-	2.12	199.66	-	0.28	30.58	-	1.00	82.20	-	0.00	0.00	-	0.00	0.00	5.14	
Commercial (PRNR)																										
\$0-\$500	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00



	Inspection Group			Building Reviews Group			Engineering Reviews Group			Fire Reviews/Inspections Group			Planners Group			Engineering Inspections Group			Permit Administration Group			Building Official Group				
Cost per Min	Building Inspector	\$1.29		Plans Examiner	\$1.38		Engineering Permit Technician	\$1.05		Fire Marshal	\$1.57		Planning Group	\$1.83		Engineering Inspector	\$1.37		Admin Assist I, Admin Assist II, Admin Assist III	\$0.85		Building Official	\$1.85			
	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	# of Activities	Hours	Cost	Total Time	Total Cost
\$501-\$2,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$2,001-\$40,000	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	-	0.00	0.00	0.00	\$0.00
\$40,001-\$100,000	15.00	29.20	2,266.43	10.00	13.00	1,072.50	4.00	3.33	209.95	1.00	1.60	151.05	1.50	0.84	92.75	-	0.00	0.00	3.97	3.97	203.24	2.41	2.41	266.58	54.36	\$4,262.49
\$100,001-\$500,000	30.00	58.40	4,532.85	25.00	32.50	2,681.25	4.00	3.33	209.95	2.25	3.61	339.86	2.00	1.13	123.67	1.00	0.58	47.95	8.87	8.87	453.81	5.38	5.38	595.25	113.80	\$8,984.58
\$500,001-\$1,000,000	45.33	88.25	6,849.64	35.33	45.93	3,789.50	6.00	5.00	314.92	9.33	14.97	1,409.79	4.67	2.63	288.55	1.00	0.58	47.95	12.95	12.95	662.62	7.85	7.85	869.13	178.16	\$14,232.10
\$1,000,001-\$5,000,000	75.00	146.01	11,332.13	45.00	58.50	4,826.25	6.00	5.00	314.92	10.33	16.57	1,560.83	4.67	2.63	288.55	1.00	0.58	47.95	18.94	18.94	968.85	11.48	11.48	1,270.80	259.70	\$20,610.29
\$5,000,001+	150.86	293.68	22,793.76	67.50	87.75	7,239.38	6.00	5.00	314.92	13.43	21.53	2,028.37	7.00	3.94	432.83	2.00	1.17	95.90	33.84	33.84	1,730.89	20.51	20.51	2,270.33	467.41	\$36,906.38
	-	1.95		-	1.30		-	0.83		-	1.60		-	0.56		-	0.58			0.00						



City Council Meeting

08.05.25



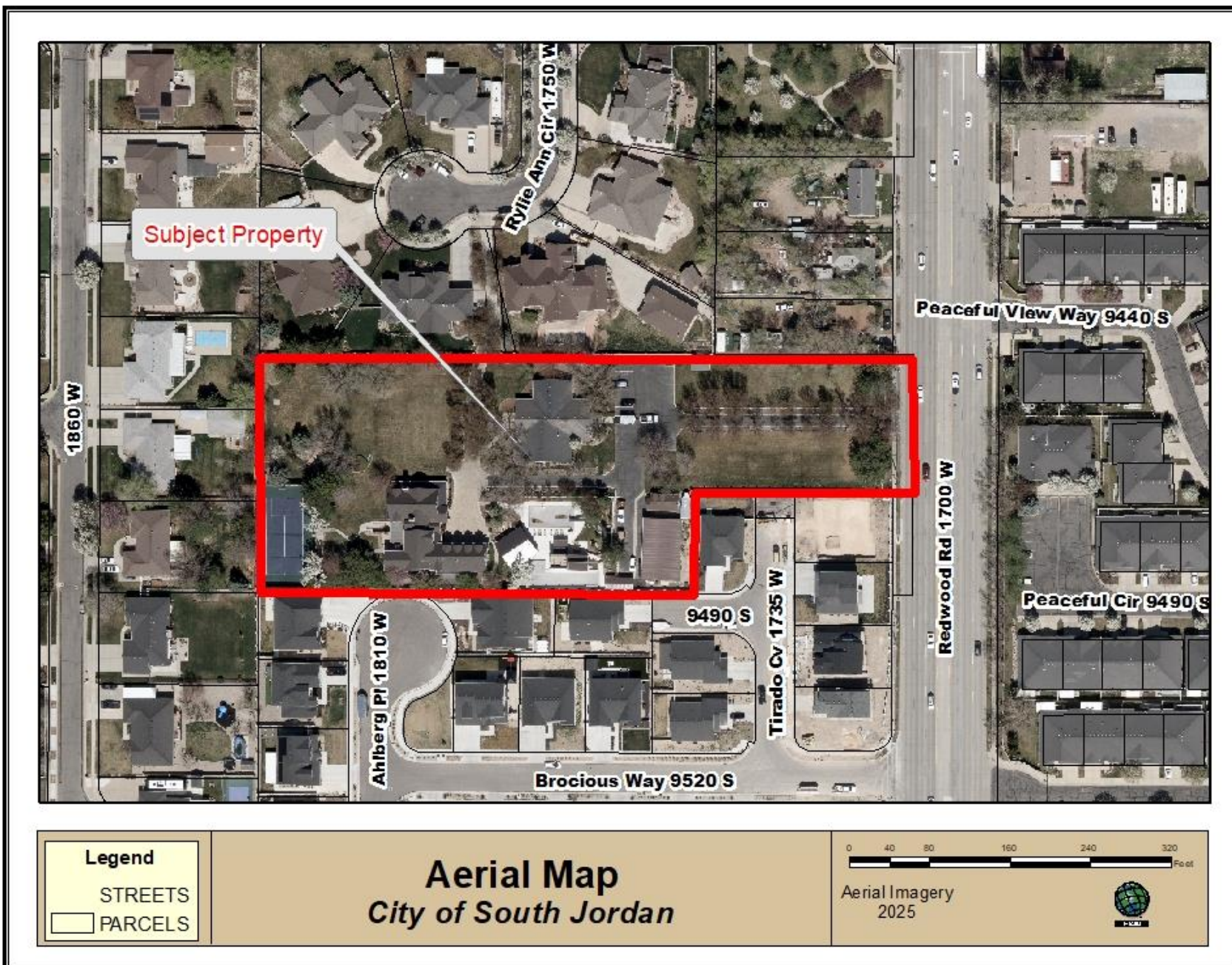
HOWLAND PROPERTY

Rezone

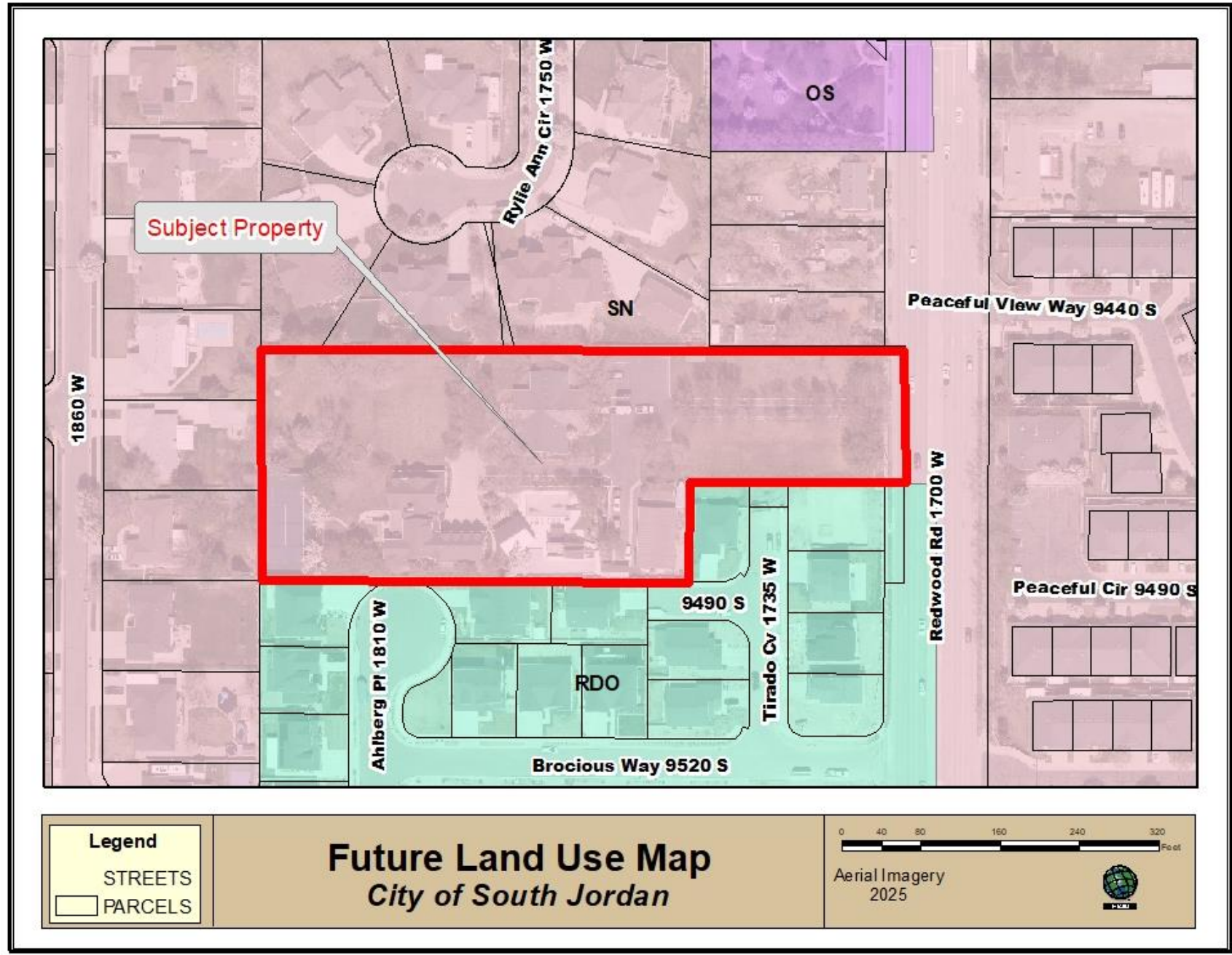
Application No: PLZBA202500118



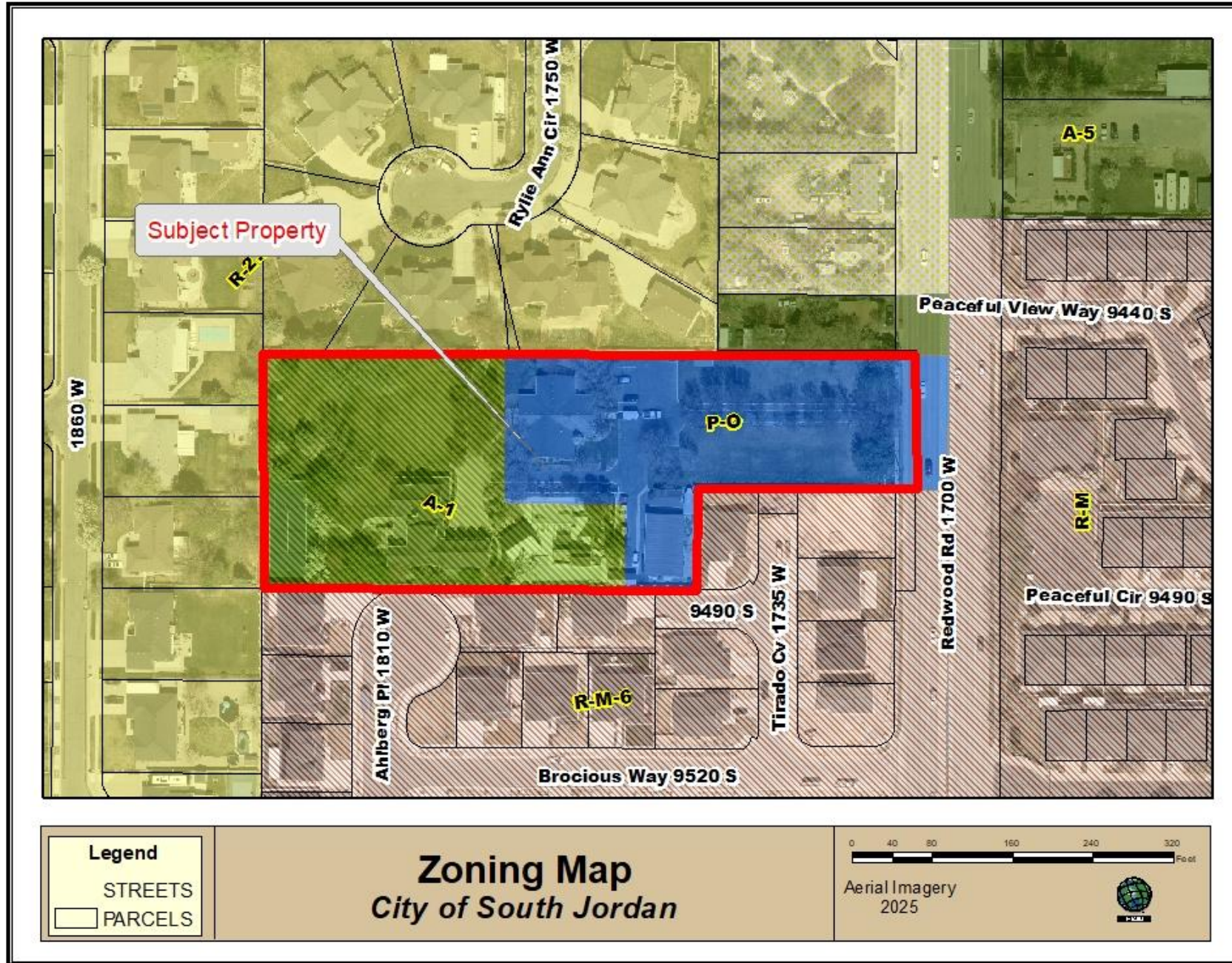
AERIAL MAP



FUTURE LAND USE MAP



ZONING MAP



Questions

