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CITY MANAGER

City of Lawrence Douglas County

PLANNING & DEVELOPMENT SERVICES

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CITY COMMISSION

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Planning & Development Services Application Fee Changes - Effective January 1, 2017

During the 2017 City budget process, the Planning & Development Services Department (PDS) requested a number of new or increased application fees to help offset the costs to review and process planning and building permit applications, and to provide building permit inspection services. On August 16, 2016, in conjunction with adoption of the City of Lawrence, Kansas 2017 budget, the City Commission approved the requested fee modifications, effective January 1, 2017.

If you are involved in submittal of planning applications and/or design or bidding of multifamily or commercial building construction or remodeling projects (architects, engineering consulting firms, licensed Class A and Class B general contractors), the revised planning application fees and the new building permit "plan review fee" will be important in estimating PDS fees for applications submitted to the PDS Planning Division or Building Safety Division on or after January 1, 2017. We are requesting your help in providing information about the modified PDS fees to others in your firm or company, as appropriate, and to your clients.

New or Increased Planning Application Fees

The Planning Division of PDS reviews and processes many types of planning applications (site plans, subdivision plats, zoning, development plans, special use permits, variances, comprehensive plan amendments, historic resources, etc.). Planning Division fees, other than a few fees added in 2006 when the Land Development Code was adopted, were last updated in 1993. Currently, Planning Division fee revenues offset about 2% of the Planning Division's total annual budget, and a small fraction of the cost to review and process applications.

The modified "Planning Division Fee Schedule" is provided at the end of this Notice.

New Building Permit "Plan Review Fee" for Multifamily and Commercial Projects

On August 16, 2016, the City Commission authorized hiring of a new plans examination-building inspector position for the Building Safety Division of PDS, beginning in 2017. This new position was requested by PDS to assist with building permit plan review and inspection, *primarily for multifamily and commercial building permit projects*, in order to maintain or enhance current levels of service. The request was based on significant increases over the past several years in: (1) the number of building permit preliminary meetings with applicants and designers; (2) building permit and plan review volumes; (3) building permit plans examiner coordination responsibilities (coordinating reviews among multiple departments); and (4) building permit inspections. This increased level of building permit activity is projected to continue.

To help offset costs of this new position, a new "Plan Review Fee" for commercial and multifamily building permit applications, submitted on or after January 1, 2017, was also approved. The new Plan Review Fee will be equal to 20% of the building permit fee and in addition to the building

permit fee (building permit fees are not being increased). The new Plan Review Fee will NOT be charged on building permits for one or two-family projects or for multifamily or commercial "MEP" permits (mechanical, electrical or plumbing work only). The amended "Schedule of Permit Fees", which includes the new Plan Review Fee, is provided at the end of this Notice.

Information about planning and building permit processes, the Land Development Code, adopted building, energy, trade and fire codes and building permit inspections can be found at <http://lawrenceks.org/pds/>. If you have questions or would like to speak with a representative of the Planning Division call 785-832-3150. If you have questions or would like to speak with a representative of the Building Safety Division, please call 785-832-7700, option 2, or email your question or request to buildinginspections@lawrenceks.org.

APPLICATION FEES FOR SUBMITTALS TO THE PLANNING OFFICE

Make checks payable to City of Lawrence

Effective January 1, 2017

(Revision Date – 8/17/2016)

Planning Division	Fees (Effective 1-1-17)
City Applications	
Annexation	\$200 0-10 Acres +\$175 Ordinance Publication Fee \$400 >10 Acres +\$50 Legal Ad Fee + \$175 Ordinance Publication Fee
BZA	\$150 Residential \$350 Other +\$50 Legal Ad Fee for all BZA Applications
Comprehensive Plan Amendment	\$200 +\$50 Legal Ad Fee +\$175 Ordinance/Resolution Publication Fee
Floodplain Determination	\$0
Floodplain Development Permit	\$20
Historic Resources/Design Review	\$0
Landmark Nomination	\$10
Historic District Nomination	\$50
City Plat	\$300 4 lots or less (Applies to Preliminary and Final Plat) \$500 Over 4 Lots (Applies to Preliminary and Final Plat) +\$50 Legal Ad Fee for Preliminary Plats +Recording Fee for Final Plats
City Minor Subdivision (Lot Split)	\$100 +Recording Fee
Development Plan	\$400 Preliminary \$200 Final +\$50 Legal Ad Fee for Preliminary +Recording Fee for Final

Planning Division	Fees (Effective 1-1-17)
City Site Plan	\$50 Minor \$200 Standard \$400 Major
Special Event Permit	\$50-\$100
Special Use Permit	\$500 +\$50 Legal Ad Fee +\$175 Ordinance Publication Fee
City Rezoning	Residential: \$200 0-2 Acres \$500 2-10 Acres \$800 >10 Acres Other: \$400 0-2 Acres \$700 2-10 Acres \$1000 >10 Acres +\$50 Legal Ad Fee +\$175 Ordinance Publication Fee
Accessory Dwelling Unit	\$0
Non Conforming Use Registration	\$0
Home Occupation Type B	\$0
Zoning Certification	\$0
Text Amendment	\$200 +\$50 Legal Ad Fee +\$175 Ordinance Publication Fee
<p>Recording Fee is payable to the City of Lawrence & determined based on Fees charged by the Douglas County Register of Deeds Office.</p> <p>Legal Ad Fee is payable to the City of Lawrence and covers costs associated with placing a legal notice in the local newspaper.</p> <p>Ordinance/Resolution Publication Fee is payable to the City of Lawrence and covers the cost of publishing the ordinance or resolution in the local newspaper.</p>	

Planning Division	Fees (Effective 1-1-17)
County Applications	
Comprehensive Plan Amendment	\$0
Conditional Use Permit	\$100
County Minor Subdivision (Lot Split)	\$25
County Plat	\$50 4 lots or less \$75+\$1 per lot Over 4 Lots (Applies to Preliminary and Final Plat) +\$20 Recording Fee
County Certificate of Survey	\$50
County Site Plan	\$50
County Rezoning	\$100 +\$35 Publication Cost
Text Amendment	\$0
<p>Recording Fee is payable to the City of Lawrence & determined based on Fees charged by the Douglas County Register of Deeds Office.</p> <p>Legal Ad Fee is payable to the City of Lawrence and covers costs associated with placing a legal notice in the local newspaper.</p> <p>Ordinance/Resolution Publication Fee covers the cost of publishing the ordinance or resolution in the local newspaper.</p>	

Chapter V, Article 1, Section 5-176 of the City of Lawrence, Kansas Code

CITY OF LAWRENCE, KANSAS - SCHEDULE OF PERMIT FEES.

On buildings, structures, electrical, gas, mechanical and plumbing systems or alterations requiring a permit, a fee for each permit shall be paid as required, in accordance with the schedule as established by the applicable governing authority.

Permit Fee Schedule: Plan Review Fee items highlighted in grey become effective 1-1-17

TOTAL VALUATION	FEE
\$1 to \$500	\$23.50
\$501 to \$2,000	\$23.50 for the first \$500 plus \$3.05 for each additional \$100 or fraction thereof, to and including \$2,000
\$2,001 to \$25,000	\$69.25 for the first \$2,000 plus \$14.00 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$391.25 for the first \$25,000 plus \$10.10 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 to \$100,000	\$643.75 for the first \$50,000 plus \$7.00 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 to \$500,000	\$993.75 for the first \$100,000 plus \$5.60 for each additional \$1,000 or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$3,233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
\$1,000,001 to \$5,000,000	\$5608.75 for the first \$1,000,000 plus \$3.15 for each additional \$1,000 or fraction thereof, to and including \$5,000,000
\$5,000,001 to \$15,000,000	\$17,980.92 for the first \$5,000,000 plus \$1.54 for each additional \$1,000 or fraction thereof, to and including
\$15,000,001 and above	\$33,562.30 for the first \$15,000,000 plus \$1.02 for each additional \$1,000 or fraction thereof

Other Inspections and Fees:

<u>Plan review fees for commercial and multi-family structures</u>	20% of the Permit Fee¹
Inspections outside of normal business hours (minimum charge - two hours)	\$47.00 per hour ²
Re-inspection fees when assessed by the building official under the provisions of Section 108.8	\$47.00 per hour ²
Inspections for which no fee is specifically indicated (minimum charge - one-half hour)	\$47.00 per hour ²
Additional plan review required by changes, additions, or revisions to approved plans (minimum charge - one-half hour)	\$47.00 per hour ²
Permits for Residential Furnaces and Air Conditioners	\$65.00³
Permits for Solar, Thermal, and Photovoltaic Systems (requiring no structural change to the building)	\$65.00³
Demolition Permits	\$100.00

¹ Plan review fees are in addition to permit fees established by the building permit fee schedule.

² Or the total hourly cost to the jurisdiction, whichever is greater. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved.

³ Per piece of equipment.