

RESOLUTION NO. 2021-31

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF SEDONA,
ARIZONA, ESTABLISHING AS A PUBLIC RECORD PROPOSED AMENDMENTS TO
THE CONSOLIDATED FEE SCHEDULE.**

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF SEDONA, ARIZONA that the terms set forth in that document attached hereto as Exhibit A and entitled "2021 Amendments to the Sedona Consolidated Fee Schedule" constitute a public record to be incorporated by reference into Ordinance No. 2021-10.

At least one (1) paper copy and one (1) electronic copy of this public record shall be kept in the office of the City Clerk for public use and inspection.

PASSED AND ADOPTED this 23rd day of November, 2021, by the Mayor and Council of the City of Sedona, Arizona.



Sandra J. Moriarty, Mayor

ATTEST:



Susan L. Irvine, CMC, City Clerk

APPROVED AS TO FORM:



Kurt W. Christianson, City Attorney

**EXHIBIT A
2021 AMENDMENTS TO THE SEDONA CONSOLIDATED FEE SCHEDULE**

<u>COMMUNITY DEVELOPMENT</u> Fee Description	Current Base Fee	Additions, Limits, & Notes	Proposed Fee or Increase and Report/Data
Community Plan Amendment <ul style="list-style-type: none"> • Base Fee, Major Amendment • Base Fee, Minor Amendment 	<p align="center">\$5,000.00</p> <p align="center">\$3,500.00</p>	<p>Plus the proportionate share of legal notice costs</p>	<p><u>Includes two rounds of review by staff (initial review and one re-review). Additional reviews shall be charged an hourly rate of \$50/hour.</u></p> <p><u>Rationale: This is the same "fee" used in the building permit section for reviews after the first recheck. This has come up as applicants have been submitting incomplete applications or returning projects without all the comments addressed. In talking with Public Works about this, we thought that it may be appropriate to clarify that the fees that are being charged do not include endless reviews, hoping that this would lead to better submittals and more timely processing of permits, as this may push our applicants to submit more complete plans the first time around and ensure they are addressing all outstanding comments when they resubmit.</u></p>

**EXHIBIT A
2021 AMENDMENTS TO THE SEDONA CONSOLIDATED FEE SCHEDULE**

<u>COMMUNITY DEVELOPMENT</u> Fee Description	Current Base Fee	Additions, Limits, & Notes	Proposed Fee or Increase and Report/Data
Zone Change		Includes one work session and one public hearing with the Planning and Zoning Commission and one public hearing with the City Council.	<p>The total hourly cost to the jurisdiction, including supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved results in a range between \$40-\$70/hour with an average of \$56/hour. The rate has been lowered to \$50/hour.</p> <p>Includes two rounds of review by staff (initial review and one re-review). Additional reviews shall be charged an hourly rate of \$50/hour.</p> <p>Rationale: This is the same "fee" used in the building permit section for reviews after the first recheck. This has come up as applicants have been submitting incomplete applications or returning projects without all the comments addressed. In talking with Public Works about this, we thought that it may be appropriate to clarify that the fees that are being charged do not include endless reviews, hoping that</p>

**EXHIBIT A
2021 AMENDMENTS TO THE SEDONA CONSOLIDATED FEE SCHEDULE**

<u>COMMUNITY DEVELOPMENT</u> Fee Description	Current Base Fee	Additions, Limits, & Notes	Proposed Fee or Increase and Report/Data
<ul style="list-style-type: none"> • Base Fee, Commercial/Mixed Use/Community Facility • Base Fee, Residential/Open Space • Additional Charges <ul style="list-style-type: none"> • Projects Over Two (2) Acres 	<p align="center">\$5,000.00</p> <p align="center">\$2,500.00</p> <p align="center">\$200.00</p>		<p><u>this would lead to better submittals and more timely processing of permits, as this may push our applicants to submit more complete plans the first time around and ensure they are addressing all outstanding comments when they resubmit.</u></p> <p><u>The total hourly cost to the jurisdiction, including supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved results in a range between \$40-\$70/hour with an average of \$56/hour. The rate has been lowered to \$50/hour.</u></p>

**EXHIBIT A
2021 AMENDMENTS TO THE SEDONA CONSOLIDATED FEE SCHEDULE**

<u>COMMUNITY DEVELOPMENT</u>	Current Base Fee	Additions, Limits, & Notes	Proposed Fee or Increase and Report/Data
Fee Description Subdivision		<p>Includes two public hearings with the Planning and Zoning Commission (conceptual and preliminary plat), one public hearing with the City Council (preliminary plat), and an administrative approval by the City Council (final plat).</p>	<p><u>Includes two rounds of review by staff (initial review and one re-review). Additional reviews shall be charged an hourly rate of \$50/hour.</u></p> <p><u>Rationale: This is the same "fee" used in the building permit section for reviews after the first recheck. This has come up as applicants have been submitting incomplete applications or returning projects without all the comments addressed. In talking with Public Works about this, we thought that it may be appropriate to clarify that the fees that are being charged do not include endless reviews, hoping that this would lead to better submittals and more timely processing of permits, as this may push our applicants to submit more complete plans the first time around and ensure they are addressing all outstanding comments when they resubmit.</u></p> <p><u>The total hourly cost to the</u></p>

EXHIBIT A
2021 AMENDMENTS TO THE SEDONA CONSOLIDATED FEE SCHEDULE

<u>COMMUNITY DEVELOPMENT</u> Fee Description	Current Base Fee	Additions, Limits, & Notes	Proposed Fee or Increase and Report/Data
<ul style="list-style-type: none"> • New Subdivision/Major Amendment to Existing Subdivision Base Fee • Additional Charges <ul style="list-style-type: none"> • Subdivisions Over Ten (10) Lots • Minor Plat Amendments <ul style="list-style-type: none"> • Three (3) or Fewer Lots • Four (4) or More Lots • Land Division/Lot Line Adjustment • Land Combination 	<p>\$4,000.00</p> <p>\$250.00</p> <p>\$500.00</p> <p>\$1,500.00</p> <p>\$300.00</p> <p>\$200.00</p>	<p>Per additional lot</p>	<p><u>jurisdiction, including supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved results in a range between \$40-\$70/hour with an average of \$56/hour. The rate has been lowered to \$50/hour.</u></p>
<p>Development Review</p>		<p>Includes one work session and one public hearing with the Planning and Zoning Commission. If a project has elements that are captured by multiple categories below,</p>	<p><u>Includes two rounds of review by staff (initial review and one re-review). Additional reviews shall be charged an hourly rate of \$50/hour.</u> <u>Rationale: This is the same</u></p>

**EXHIBIT A
2021 AMENDMENTS TO THE SEDONA CONSOLIDATED FEE SCHEDULE**

<u>COMMUNITY DEVELOPMENT</u> Fee Description	Current Base Fee	Additions, Limits, & Notes	Proposed Fee or Increase and Report/Data
		the additional charges from each category are added to the base fee. For example, a mixed-use project with 15,000 square feet of commercial, 20,000 square feet of lodging and 20 multi-family units would pay a fee of \$18,300 (\$2,500 base fee +\$15,000 for square footage exceeding base + \$800 for the 8 units above the base).	<p> <u>"fee" used in the building permit section for reviews after the first recheck. This has come up as applicants have been submitting incomplete applications or returning projects without all the comments addressed. In talking with Public Works about this, we thought that it may be appropriate to clarify that the fees that are being charged do not include endless reviews, hoping that this would lead to better submittals and more timely processing of permits, as this may push our applicants to submit more complete plans the first time around and ensure they are addressing all outstanding comments when they resubmit.</u> <u>The total hourly cost to the jurisdiction, including supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved results in a range between \$40-</u> </p>

**EXHIBIT A
2021 AMENDMENTS TO THE SEDONA CONSOLIDATED FEE SCHEDULE**

<u>COMMUNITY DEVELOPMENT</u>	Current Base Fee	Additions, Limits, & Notes	Proposed Fee or Increase and Report/Data
<p>Fee Description</p> <ul style="list-style-type: none"> • Base Fee • Additional Charges <ul style="list-style-type: none"> • Commercial/Lodging Projects Over 5,000 Square Feet • Group Dwellings and/or multi-family projects over 12 units 	<p>\$2,500.00</p> <p>\$500.00</p> <p>\$100.00</p>	<p>Per additional 1,000 square feet or portion thereof</p> <p>Per additional unit</p>	<p><u>\$70/hour with an average of \$56/hour. The rate has been lowered to \$50/hour.</u></p>
<p>Conditional Use Permit</p>		<p>Includes one public hearing with the Planning and Zoning Commission.</p>	<p><u>Includes two rounds of review by staff (initial review and one re-review). Additional reviews shall be charged an hourly rate of \$50/hour.</u></p> <p><u>Rationale: This is the same "fee" used in the building permit section for reviews after the first recheck. This has come up as applicants have been submitting incomplete applications or returning projects without all the comments addressed. In talking with Public Works about this, we thought that it may be appropriate to clarify</u></p>

**EXHIBIT A
2021 AMENDMENTS TO THE SEDONA CONSOLIDATED FEE SCHEDULE**

<u>COMMUNITY DEVELOPMENT</u> Fee Description	Current Base Fee	Additions, Limits, & Notes	Proposed Fee or Increase and Report/Data
<ul style="list-style-type: none"> • Base Fee 	\$2,000.00		<p>that the fees that are being charged do not include endless reviews, hoping that this would lead to better submittals and more timely processing of permits, as this may push our applicants to submit more complete plans the first time around and ensure they are addressing all outstanding comments when they resubmit.</p> <p>The total hourly cost to the jurisdiction, including supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved results in a range between \$40-\$70/hour with an average of \$56/hour. The rate has been lowered to \$50/hour.</p>
<p>Written Interpretation of the Land Development Code</p> <ul style="list-style-type: none"> • Base Fee 	\$350.00		<p><u>\$350.00 for Residential</u> <u>\$700.00 for Commercial</u> Rationale: When we originally</p>

**EXHIBIT A
2021 AMENDMENTS TO THE SEDONA CONSOLIDATED FEE SCHEDULE**

<u>COMMUNITY DEVELOPMENT</u> Fee Description	Current Base Fee	Additions, Limits, & Notes	Proposed Fee or Increase and Report/Data
			<p>discussed director's interpretations, it was generally for more standards questions, such as what setbacks are, whether certain uses are allowed on properties, etc. What we have seen is that many entities wanting to buy commercial properties are asking for research into property history, what was approved in the past, what is permitted now, etc. This involves more research and more time than was contemplated in the current fee. While the residential interpretations are roughly what we had anticipated timewise, the commercial interpretations are taking more time and justify a higher fee. Proposed fee for commercial is double what the residential fee is, based on the amount of time they have been taking to prepare.</p>

EXHIBIT A
2021 AMENDMENTS TO THE SEDONA CONSOLIDATED FEE SCHEDULE

<u>PARKS AND RECREATION</u>	Fee Description	Current Base Fee	Additions, Limits, & Notes	Proposed Fee or Increase and Report/Data
	Posse Grounds Hub (4,522 SF)			
	Classes, Workshops, Rehearsals – Arts (dance, music, theater, visual arts)			Clarification of use type
	Renter Providing Free to Participants or Donations Only			
	<ul style="list-style-type: none"> • Non-profit/Individual 	\$10 per hour \$100 refundable deposit \$50 refundable per key deposit		
	<ul style="list-style-type: none"> • Profit/Business 	\$15 per hour \$100 refundable deposit \$50 refundable per key deposit		
	Renter Charging Cost to Participants or Required Donations			
	<ul style="list-style-type: none"> • Non-profit/Individual 	\$18 per hour \$100 refundable deposit \$50 refundable per key deposit		
	<ul style="list-style-type: none"> • Profit/Business 	\$23 per hour \$100 refundable deposit \$50 refundable per key deposit		
	Performance – Arts (dance, music, theater, visual arts)		10% discount on up-front payments on a series (4 or more) of the same category of event	Clarification of use type

EXHIBIT A
2021 AMENDMENTS TO THE SEDONA CONSOLIDATED FEE SCHEDULE

<u>PARKS AND RECREATION</u>	Current Base Fee	Additions, Limits, & Notes	Proposed Fee or Increase and Report/Data
Fee Description			
Free to Spectators or Donations Only			
<ul style="list-style-type: none"> • Non-profit/Individual 	\$17.50 per hour; \$210 per day \$200 refundable deposit \$50 refundable key deposit		
<ul style="list-style-type: none"> • Profit/Business 	\$26.25 per hour; \$315 per day \$200 refundable deposit \$50 refundable key deposit		
Renter Charging Cost to Spectators			
<ul style="list-style-type: none"> • Non-profit/Individual 	\$31.50 per hour; \$378 per day \$200 refundable deposit \$50 refundable key deposit		
<ul style="list-style-type: none"> • Profit/Business 	\$40.25 per hour; \$483 per day \$200 refundable deposit \$50 refundable key deposit		
<u>Hourly – Non-Arts</u>			<u>This is a new category for non-arts use and fees are equivalent to existing Performance-Arts fees.</u>
<ul style="list-style-type: none"> • <u>Non-profit/Private parties/Organizations</u> 	<u>\$17.50 per hour</u> <u>\$100 Refundable Deposit</u> <u>\$50 per key - Refundable Deposit</u>		
<ul style="list-style-type: none"> • <u>Profit/Business</u> 	<u>\$26.25 per hour</u> <u>\$100 Refundable Deposit</u> <u>\$50 per key - Refundable Deposit</u>		

**EXHIBIT A
2021 AMENDMENTS TO THE SEDONA CONSOLIDATED FEE SCHEDULE**

<u>PARKS AND RECREATION</u>	Current Base Fee	Additions, Limits, & Notes	Proposed Fee or Increase and Report/Data
<u>Events Rental Fee – Non-Arts</u>			<u>This is a new category for non-arts use. Fees are consistent with the Events Rental Fees for the Pavilion and Recreation Room, based on extended use of space and the impact on facility and staff resources.</u>
<ul style="list-style-type: none"> <u>Non-profit</u> 	<u>\$250 Day Rental (up to 7 hours), \$300 Extended Hours (over 7 hours)</u> <u>\$300 Refundable Deposit</u> <u>\$50 per key - Refundable Deposit</u>		
<ul style="list-style-type: none"> <u>Private parties/organizations or Profit/Business</u> 	<u>\$370 Day Rental (up to 7 hours), \$445 Extended Hours (over 7 hours)</u> <u>\$300 Refundable Deposit</u> <u>\$50 per key - Refundable Deposit</u>		

EXHIBIT A
2021 AMENDMENTS TO THE SEDONA CONSOLIDATED FEE SCHEDULE

<u>PUBLIC WORKS/ENGINEERING SERVICES</u>	Current Base Fee	Additions, Limits, & Notes	Proposed Fee or Increase and Report/Data
Fee Description Grading Permit			The rationale for the following increases is based on an approximate 2% inflation factor from January 2020 to January 2021 in the "Construction Cost Index" from Engineering News Record. Additional detailed information can be found here.
<ul style="list-style-type: none"> • 51 – 100 CY 	\$19		<u>\$19.50</u>
<ul style="list-style-type: none"> • 101 – 1,000 CY 	\$37 for the first 100 CY	Plus \$19 for each additional 100 CY or fraction thereof	<u>\$38 for the first 100 CY, Plus \$19.50 for each additional 100 CY or fraction thereof</u>
<ul style="list-style-type: none"> • 1,001 – 10,000 CY 	\$208 for the first 1,000 CY	Plus \$19 for each additional 1,000 CY or fraction thereof	<u>\$213.50 for the first 1,000 CY, Plus \$19.50 for each additional 1000 CY or fraction thereof</u>
<ul style="list-style-type: none"> • 10,001 – 100,000 CY 	\$379 for the first 10,000 CY	Plus \$21 for each additional 10,000 CY or fraction thereof	<u>\$389 for the first 10,000 CY, Plus \$23.50 for each additional 10,000 CY or fraction thereof</u>
<ul style="list-style-type: none"> • 100,001 – 200,000 CY 	\$589 for the first 100,000 CY	Plus \$21 for each additional 10,000 CY or fraction thereof	<u>\$600.5 for the first 100,000 CY, Plus \$21.5 for each additional 10,000 CY or fraction thereof</u>
<ul style="list-style-type: none"> • 200,000 CY + 	\$799 for the first 200,000 CY	Plus \$26 for each additional 10,000 CY or fraction thereof	<u>\$815.5 for the first 200,000 CY, Plus \$26 for each additional 10,000 CY or fraction thereof</u>
Grading Plan Review			

EXHIBIT A
2021 AMENDMENTS TO THE SEDONA CONSOLIDATED FEE SCHEDULE

<u>PUBLIC WORKS/ENGINEERING SERVICES</u>				
Fee Description	Current Base Fee	Additions, Limits, & Notes	Proposed Fee or Increase and Report/Data	
• 101 – 1,000 CY	\$39		<u>\$40</u>	
• 1,001 – 10,000 CY	\$54		<u>\$55</u>	
• 10,001 – 100,000 CY	\$59 for the first 10,000 CY	Plus \$11 for each additional 10,000 cubic yards or fraction thereof	<u>\$60 for the first 10,000 CY, Plus \$11.20 for each additional 10,000 CY or fraction thereof</u>	
• 100,001 – 200,000 CY	\$158 for the first 100,000 CY	Plus \$7 for each additional 10,000 cubic yards or fraction thereof	<u>\$160.80 for the first 100,000 CY, Plus \$7.20 for each additional 10,000 CY or fraction thereof</u>	
• 200,000 CY +	\$228 for the first 200,000 CY	Plus \$4 for each additional 10,000 cubic yards or fraction thereof	<u>\$232.80 for the first 200,000 CY, Plus \$4 for each additional 10,000 CY or fraction thereof</u>	
• Additional Meetings	\$73 per hour – 1 hour minimum		<u>\$75 per hour – 1 hour minimum</u>	
• Additional Plan Review	\$55 per hour – 1 hour minimum		<u>\$56 per hour – 1 hour minimum</u>	
• Inspection Outside Business Hours	\$65 per hour – 2 hour minimum		<u>\$66 per hour – 2 hour minimum</u>	
• Re-Inspection	\$73 per hour – 1 hour minimum		<u>\$75 per hour – 1 hour minimum</u>	
• Inspection Where No Fee Indicated	\$55 per hour – 1 hour minimum		<u>\$56 – 1 hour minimum</u>	