



Report to the Planning and Zoning Commission

Prepared by the Maricopa County Planning and Development Department

Case: TA2012032, TA2012029 & TA2012030 – Licensing Time Frames Fees

Meeting Date: March 28, 2013

Agenda Items: 1, 2 & 3

Supervisor District: All

Applicant: Commission-Initiated

Requests: A new general ordinance applicable to all County regulatory agencies regarding fees for licensing time frames, Ordinance No. P-31

A text Amendment to the Maricopa County Zoning Ordinance to incorporate new fees established with adoption of Ordinance No. P-31

A text Amendment to the Maricopa County Local Additions & Addenda (adopted construction safety codes, as amended) to incorporate new fees established with adoption of Ordinance No. P-31

Support/Opposition: None known

Recommendation: **Approve**

Discussion:

1. These three items are related. They are in reaction to enacted legislation, SB 1598, and follow adoption of the Maricopa County Ordinance Establishing Licensing Time Frames No. P-30 which was adopted by the BOS on December 12, 2012 and became effective December 31, 2012.
2. **TA2012032 - ORDINANCE No. P-31** - A new general ordinance establishing fees applicable to Licensing Time Frames (to act as the fees referenced in Exhibit B of the Ordinance Establishing Licensing Time Frames No. P-30) in compliance with A.R.S. § 11-1601 through 11-1610. This is a new ordinance applicable to all county regulatory agencies per A.R.S. § 11-251.05(C). Proposed fees:
 - \$350 pre-application meeting fee for non-residential projects
 - \$150 pre-application meeting fee for residential projects subject to a violation
 - \$50 pre-application meeting fee for residential projects not subject to a violation
 - \$50 fee for a change to an application for a license in progress

- \$50 fee for an application to be added to an application for a license in progress
- \$50 fee to re-initiate application for a license administratively denied due to time (within 180 days)
- \$150 fee for appeal of administrative denial of a license due to time (within 30 days)

The proposed language is attached.

3. **TA2012029 – Fees Zoning Ordinance** - Incorporate new fees to be adopted by new Ordinance No. P-31 into the Maricopa County Zoning Ordinance. This amendment must run concurrently with or follow adoption of Ordinance No. P-31. The proposed language is attached, and includes raising the pre-application fee for Planning cases from \$250 (\$150 for Planning and \$250 for Drainage) to \$350.
4. **TA2012030 – Fees Local Additions & Addenda** - Incorporate new fees to be adopted by new Ordinance P-31 into the Maricopa County Local Additions & Addenda (adopted construction safety codes). This amendment must run concurrently with or follow adoption of Ordinance No. P-31. The proposed language is to add a new paragraph to Section 208 Fees, attached.
5. These three items are being processed through the County's Enhanced Regulatory Outreach Program (EROP). A stakeholder meeting was held on January 25, 2013. The Commission initiated these items at the February 21, 2013 ZIPPOR meeting. No comments have been received from the public. Assuming action at today's hearing the items will be forwarded to the April 24, 2013 Board of Supervisors hearing for adoption and immediate effect.
6. Attendance at both the stakeholder meeting and ZIPPOR meeting was limited but discussion was healthy. Comments included clarification that pre-application meetings for non-residential projects or planning cases would be limited to a total of \$350. It's also noted that a license can be re-initiated for the same subject within 180 days of an administrative denial due to time for a \$50 fee (meaning that full fees for the same item/review will not be reassessed). The same administrative denial could also be appealed to a Hearing Officer within 30 days for a \$150 fee. It is anticipated that licenses in such instance will simply be re-initiated and continue with review.

Recommendations:

7. Staff recommends the Commission recommend **approval** of **TA2012032** as attached.
8. Staff recommends the Commission recommend **approval** of **TA2012029** as attached.
9. Staff recommends the Commission recommend **approval** of **TA2012030** as attached.

Prepared by: Darren V. Gerard, AICP, Deputy Director

Attachments: Ordinance No. P-31 proposed language (1 page)
 TA2012029 proposed language, MCZO Chap. 16 (7 pages)
 TA2012030 proposed language, MCLAA Sec. 208, portion (1 page)

**ORDINANCE NO. P-31
PASSED AND ADOPTED**

**MARICOPA COUNTY
ORDINANCE ESTABLISHING FEES RELATED TO LICENSING TIME FRAMES**

101. PURPOSE

This ordinance shall establish the fees referenced in Exhibit B – Fees of the Maricopa County Ordinance Establishing Licensing Time Frames in Compliance with A.R.S. § 11-1601 through A.R.S. § 11-1610, No. P-30.

102. FEES

- \$350 pre-application meeting fee for non-residential projects
- \$150 pre-application meeting fee for residential projects subject to a violation
- \$50 pre-application meeting fee for residential projects not subject to a violation
- \$50 fee for a change to an application for a license in progress
- \$50 fee for an application to be added to an application for a license in progress
- \$50 fee to re-initiate application for a license administratively denied due to time (within 180 days)
- \$150 fee to appeal administrative denial of a license (within 30 days)

MARICOPA COUNTY ZONING ORDINANCE

Chapter 16 – Fees

SECTION 1601. PURPOSE

ARTICLE 1601.1. PURPOSE: To consolidate in one location in the Ordinance all regulations relating to fees, fines and penalties. This Article establishes the amounts and types of fees, fines and penalties to be charged.

FEE TYPE	DESCRIPTION (per offense & conviction)	MINIMUM FEE BY USE	
		<i>SINGLE FAMILY</i>	<i>ALL OTHER USES</i>
Civil Fines	Initial	\$100	\$300
	Initial Non-compliance	\$200	\$500
	Daily Non-compliance	\$20	\$30
	Recurrence	\$300	\$500
Criminal Fines		Class 2 MISDEMEANOR	Class 2 MISDEMEANOR
Investigation Fee	Charged when compliance achieved by administrative means	Amount equal to permit or application fee	Amount equal to permit or application fee

SECTION 1602. FEES

ARTICLE 1602.1. FEES: *3, *4, *5, *6, *8, *7, ***9, ***10, ***11, **12, *13, *15, *16, *23, *24 *25 *26 The following fees shall be charged with no provision for refund:

FEE TYPE	FEE
Plan of Development	\$1,200 + \$100 per acre or portion there of Maximum Fee – \$50,000
Zoning Change* ²³ with overlay	\$3,000 + \$100 per acre or portion there of Maximum fee - \$50,000
Zone Change	\$1,200 + \$100 per acre or portion there of Maximum Fee - \$50,000
Special Use Permit	\$3,000 + \$100 per acre or portion there of - Maximum fee - \$50,000
Special Use Permit and Military Compatibility Permit	\$3,000 + \$100 per acre or portion thereof Maximum Fee - \$50,000
Request for Use Compatibility and Consistency Determination (UCCD)	\$50 per UCCD request
Special Use Permit for mobile home/manufactured home in rural zoning district	\$250
Text Amendments	\$1,000 per Section Maximum Fee - \$5,000
Change to zoning case in process	\$100 for each occurrence in process
Comprehensive Plan Amendments, Development	\$2,000 + \$20 per acre or portion there of

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Master Plans and major Development Master Plan amendments	Maximum fee - \$100,000
Minor Development Master Plan amendments	\$1,500 + \$10 per acre or portion there of Maximum fee - \$30,000
Minor Amendments to approved site plans for Special Use Permits, Plans of Development, and Unit Plans of Development	\$750 + \$100 per acre or portion there of Maximum fee - \$5,000
Modification of Stipulation	\$500 per stipulation Minimum fee - \$1,000 Maximum fee - \$5,000
Major Amendments to approved site plans for Special Use Permits, Plans of Development, and Unit Plans of Development	Charged same as original application fee
Zoning Clearance	Residential - \$100 Commercial - \$250
Continuance of public hearing An additional fee shall be charged for any continuance a public hearing granted by the Commission at the request of a petitioner or petitioner's representative.	\$250
Pre-application meeting fee	\$100\$350
<i>Re-initiation of a license administratively denied due to time</i>	<i>\$50</i>

Date of Revisions			
*3	Revised 1-3-72	*15	Revised 8-21-94
*4	Revised 3-22-76	*16	Added 11-6-95
*5	Revised 3-12-84, Effective 4-1-84	*19	Effective 5-15-98
*6	Revised 1-7-85	*20	Effective 6-21-98
*7	Revised 4-1-85	*22	Effective 9-17-99
*8	Revised 7-1-85	*23	Effective 3-31-00
***9	Renumbered 8-4-86	*24	Deletion of Slight Refinements & revisions, effective 2-7-03
***10	Renumbered 12-7-87	*25	Effective 6-20-07
***11	Renumbered 2-6-89	*26	Effective 9-22-08
**12	Renumbered 8-23-90		
*13	Revised 8-1-91		

GRADING AND DRAINAGE Fee Schedule

Grading and Drainage provisions for Maricopa County, Arizona

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The following fees shall be charged for the processing of plan reviews, drainage clearances, appeals, drainage variances, and performance bonds with no provision for refund. In accordance with Article 1205.3.3.7 of the Drainage provisions for Maricopa County, the Drainage Administrator may adopt directives for the effectuation of this fee schedule.

PLANNING AND ZONING	
Area Master Plans (Including Development Master Plans	
(If concurrent review of DMP, and Plats, lower fee is waived) Up to 640 Acres	\$6,000
Plans over 640 Acres	+ \$10 / ac.
Maximum Total	\$80,000
Plan Amendments (for which a Drainage Review is required by Planning Services) up to 640 Acres	
Plans over 640 Acres	+ \$5 / ac
Maximum Total	\$40,000
Zoning Case and UPD Review (without precise plan entitlements)	\$60
Plan of Development Review (with precise plan entitlements) including Special Use plans (except SFR Special uses)	
	\$1,000
	+ \$500 ac
Maximum Total	\$11,000
Minor Amendment to a Plan of Development including Special Use plans (except SFR special uses) Including Billboards, WCF or Cellular Sites, and non-livable buildings on Sites disturbing less than 1 acre	
	\$650
SUP – Modification of Stipulations	\$60
Special Use plan for Single Family Residential (SFR) – Including Modification of Stipulations or Amendments	
	\$210
Pre-Application Review and Meetings	\$150
SUBDIVISIONS	
Subdivisions - Preliminary Plats	
	\$2000 + \$200/ac
Maximum Total	\$34,000
Subdivisions - Final Plat	
	\$1000 + \$25/ac
Maximum Total	\$10,000

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Re-Plat for Note Corrections or Easement Adjustments without Drainage Impacts	\$60
Other Corrections	\$1,000 + \$25 ac
Maximum	\$10,000
DEVELOPMENT CONSTRUCTION PLANS	
Commercial & Industrial Sites and Uses, Multi-family Residential, Subdivision	
Infrastructure, Schools, Golf Courses and Other Recreational Facilities,	
Non-Exempted Municipal, Special Districts, Churches, and all other precise plans	\$2,000 + \$250 ac
Maximum	\$42,000
Inspections for Permits on Precise Plans ¹ with In-Progress Inspections Required	+ \$250 ea.
Inspections for Permits on Precise Plans ¹ with a Final Inspection / As-builts Required	+ \$350
Failed Inspection Fee	+ \$350
Modification to Issued Permits on Precise Plans ¹	\$2,000 + \$125 ac
Maximum Total	\$22,000
With Additional Inspections Required for Modified Permits on Precise Plans ¹	+ \$250 ea.
Minor Accessory Construction On Precise Plans ²	\$400
With Final Inspection (Required)	+ \$250
Total	\$650
Failed inspection fee for Minor Accessory Construction	+ \$250
Modification to issued Permits for Minor Accessory Construction	\$250
With Additional Inspections Required for Modified Minor Accessory Construction	+ \$250
Major Accessory Construction On Developed Commercial Sites ³	\$5,000
With Additional Inspections Required for Major Accessory Construction	+ \$250 ea.
With a Final Inspection/ As-builts Required	+ \$350
Failed Inspection Fee for Major Accessory Construction	+ \$250
Modification to Issued Permits for Major Accessory Construction	\$2500
With Additional Inspections Required for Modified Major Accessory Construction	+ \$250
RESIDENTIAL SITE/DRAINAGE PLANS	
Subdivision lots, Custom lots, Rural Single Family	
Approved by Administrative Review	\$60
Approved by Site Inspection	+\$150
With an In-Progress Inspection Required	+\$150
With Final Inspection Required	+\$150
Maximum Total	\$510

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Chapter 16 – Fees

Approved by Engineering Review	\$360
With Pre-Issuance Site Inspection (Required)	\$150
Minimum Total	\$510
With Drainage Report Required for Engineering Review	+\$240
With an In-Progress Inspection Required	+\$150
With Final Inspection Required	+\$150
Maximum Total	\$1050
Failed Inspection for Residential Permits	\$150
Additional and Concurrent Permits for Engineering Review	+ \$30 ea
In-Progress Inspection Required for Additional and Concurrent Permits	+\$150
Multi-Parcel Projects	+ \$150/ parcel
Modification to Issued Permits	\$250
Modification to Issued Permits on Multi-Parcel Projects	+ \$75/ parcel
NEW SFR IN APPROVED SUBDIVISION – EXPEDITED PROCESS	
Lots Approved for Expedited Permit Process with Certified Pad Elevation	\$60
Final Inspection Required	+ \$150

Other Fees

Drainage Review Board Cases (Variances and Appeals)	
Commercial and Subdivision	\$1,000
All Other Sites	\$250
Board of Adjustment	\$100

Special Inspections - Consultations with County Staff (On-site or at County Offices)

SFR	\$150
Commercial	\$300
Complex Projects	\$350
Work begun or completed without a permit	
Residential (violation case opened before permit initialization)	\$500
Residential (voluntary compliance without a violation case opened)	\$250
Commercial including subdivisions (with or without open violation case opened)	Fees Doubled

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Pre-Application review and meetings	\$350 \$150

¹ COMMERCIAL & INDUSTRIAL SITES AND USES, MULTI-FAMILY RESIDENTIAL, SUBDIVISION INFRASTRUCTURE, SCHOOLS, GOLF COURSES AND OTHER RECREATIONAL FACILITIES, NON-EXEMPTED MUNICIPAL, SPECIAL DISTRICTS, CHURCHES, AND ALL OTHER PRECISE PLANS

² SITES MUST HAVE AN ESTABLISHED PRIMARY USE, BE DEVELOPED IN SUBSTANTIAL CONFORMANCE WITH THE DRAINAGE REGULATIONS, AND THE CONSTRUCTION ACTIVITY MUST DISTURB LESS THAN ONE ACRE. MINOR ACCESSORY CONSTRUCTION INCLUDES, BUT IS NOT LIMITED TO, SIGNS, ADA ACCESSIBILITY RAMPS, PROPANE TANKS, TRASH ENCLOSURES, NON-LIVABLE AND ACCESSORY BUILDINGS, AS DEFINED IN SECTION 301.

³ SITES MUST HAVE AN ESTABLISHED PRIMARY USE, BE DEVELOPED IN SUBSTANTIAL CONFORMANCE WITH THE DRAINAGE REGULATIONS, AND THE CONSTRUCTION ACTIVITY MUST DISTURB LESS THAN 5 ACRES.

Date of Revisions

*1	Effective 10-19-11 – TA2011012		
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SECTION 1603. FEES FOR APPEALS^{*2, *7}

ARTICLE 1603.1 APPEALS:^{*6} The following fees shall be charged for the filing of an appeal concerning the interpretation or administration of this Ordinance with no provision for refund:

FEE TYPE	FEE
Appeal of Determination of Zoning Inspector	\$300
<i>Appeal of a license administratively denied due to time</i>	<u>\$150</u>

Date of Revisions

*2	Revised 3-22-76	*7	Revised 8-1-91
*6	Added 4-1-84		

SECTION 1604. APPLICATION FEES FOR VARIANCE

ARTICLE 1604.1. APPLICATION FEES FOR VARIANCE:^{*8, *9} The following fees shall be charged for the filing of an application for any Variance to the regulations of this Ordinance with no provision for refund:

FEE TYPE	FEE
Residential Variance	\$250 + \$50 for each additional request
Non-Residential Variance	\$750 + \$100 for each additional request
Blanket Variance	\$750 + \$100 for each additional request

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Continuance of Public Hearing when requested by applicant prior to the hearing.	\$250
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Date of Revisions

*8	Revised 2-20-94	*9	Revised 8-21-94
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SECTION 1605. TEMPORARY USE PERMITS

ARTICLE 1605.1. USE PERMITS: The following fees shall be charged with no provision for refund:

FEE TYPE	MIN FEE BY USE
Residential Temporary Use Permit	\$250
Non-residential Temporary Use Permit	\$750

Date of Revisions

Entire chapter	Revised & Effective 07-20-07
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SECTION 1606. OUTSTANDING FEES AND FINES

ARTICLE 1606.1. No application shall be scheduled for hearing by any board or commission acting pursuant to the "Maricopa County Zoning Ordinance (MCZO)", or administratively approved unless and until all fees and fines owed to the Department as a result of any activity or inactivity attributable to the property that is the subject of the application are brought current and paid in full or any amounts owed pursuant to an agreement of compliance are current, as the case may be. This requirement shall not be waived by the board/commission. ^{*1 *2}

Date of Revisions

*1	Effective 6-01-2009 TA2009003	*2	Effective 6-01-2010 TA2010003
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SECTION 1607. OTHER LICENSE FEES

ARTICLE 1607.1. OTHER LICENSE FEES: The following fees shall be charged:

FEE TYPE	FEE
Re-Initiate Application for License Administratively Denied due to Time	\$50
Pre-Application Meeting (Non-Residential)	\$350
Pre-Application Meeting (Residential)	\$50
Pre-Application Meeting (Residential with Violation)	\$150
Change to an Application for a License in	\$50

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Progress	
Application Added to an Application for a License in Progress	\$50

Maricopa County Local Additions & Addenda

SECTION 208. FEES

License Time Frame Fees:

- \$350 pre-application meeting fee for non-residential projects
- \$150 pre-application meeting fee for residential projects subject to a violation
- \$50 pre-application meeting fee for residential projects not subject to a violation
- \$50 fee for a change to an application for a license in progress
- \$50 fee for an application to be added to an application for a license in progress
- \$50 fee to re-initiate application for a license administratively denied due to time (within 180 days of denial)
- \$150 fee for appeal of administrative denial of a license due to time (within 30 days of denial)