

DR 79-19(B) - County Zone and BZA
Amendments to Section 13 and
Section 14.

ACTION

COMMITTEE		DATE
M.A.P.C.	<u>Deferred 2 weeks</u>	<u>2-28-80</u>
M.A.P.C.	<u>Approved</u>	<u>3-13-80</u>
B.C.C./B.C.C.	_____	4-9-80
Bd of Com	<u>adopted</u>	

DR 79-19(B) - County Zone and BZA
Amendments to Section 13 and
Section 14.

RH. 78-1780

Delineated Copy

Additions - underlined

Deletions - ~~marked-thru~~

(_____) Published in the Wichita Beacon on _____

RESOLUTION

A RESOLUTION AMENDING THE ZONING RESOLUTION OF SEDGWICK COUNTY, KANSAS ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS AND EFFECTIVE AFTER MARCH 3, 1958, WITH AMENDMENTS TO DECEMBER 28, 1977, FOR THE UNINCORPORATED TERRITORY LYING WITHIN THREE MILES OF THE CITY OF WICHITA, THE CITY OF HAYSVILLE, THE CITY OF DERBY, THE CITY OF MULVANE, THE CITY OF VALLEY CENTER, THE CITY OF GODDARD, AND THAT PORTION OF THE AREA WITHIN THREE MILES OF THE CITY OF CHENEY AS ESTABLISHED BY THE BOARD OF COUNTY COMMISSIONERS ON OCTOBER 3, 1973, ALL IN SEDGWICK, COUNTY, KANSAS; BY AMENDING SECTION 10.40, SECTION 13.3(a) AND SECTION 14.C(2) OF THE SEDGWICK COUNTY, KANSAS ZONING RESOLUTION; ALL IN ACCORDANCE WITH THE AUTHORITY GRANTED IN SECTION 14.C THEREOF.

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SEDGWICK COUNTY, KANSAS:

SECTION 1. That upon the recommendation of the Wichita-Sedgwick County Metropolitan Area Planning Commission on March 13, 1980, after notice and public hearing as provided by law under authority granted by Section 14.C of the Sedgwick County Zoning Resolution, as adopted March 3, 1958, and subsequently amended, Section 10 - "HEAVY INDUSTRIAL DISTRICT", paragraph 40, shall be amended to read as follows:

40. The following uses provided an application is submitted and a public hearing held as is required in Section 14-C-1, 14-C-2, and 14-C-3 of this Resolution; further provided that ~~all fees as required by Section 14-C-2 shall be waived for the purposes of this application.~~ said application shall be considered a request for a special permit and shall be charged a filing fee as provided in Section 14-C-2, except when accompanied by a zone change application encompassing the same area.
- a) Abattoirs or slaughter houses, including meat packing plants.
 - b) Acid manufacture.
 - c) Ammonia, bleaching powder or chlorine manufacture.
 - d) Automobile or machine wrecking and salvage yards.
 - e) Crematory.
 - f) Disinfectants, cattle dips, exterminators or insecticides manufacture.

- g) Dyestuff manufacture.
- h) Fertilizer and industrial chemical manufacture.
- i) Explosive manufacture or storage.
- j) Gas manufacture or storage (other than illuminating or heating).
- k) Gelatine, glue or size manufacture or process involving recovery from animal material.
- l) Incineration or other reduction of garbage.
- m) Junk yards, including the handling and baling of paper, rags, or junk of other description.
- n) The manufacture of cement, lime, gypsum or plaster of paris.
- o) Pulp mills.
- p) Pyroxylin or celluloid manufacture, or explosive or inflammable cellulose or pyroxylin products manufacture.
- q) Stockyards.
- r) Tanning, curing or storage of raw hides or skins.

SECTION 11. That upon the recommendation of the Wichita, Sedgwick County Metropolitan Area Planning Commission on March 13, 1980, after notice and public hearing as provided by law under authority granted by Section 14.C of the Sedgwick County Zoning Resolution, as adopted March 3, 1958, and subsequently amended, Section 13 - "BOARD OF ZONING APPEALS SEDGWICK COUNTY", paragraph 3(a) - "PROCEDURE" shall be amended to read as follows:

3. Procedure

- a) Written applications for the approval of an appeal, variance or exception referred to in this section shall be filed in a manner prescribed by the Board. A fee, ~~of fifty dollars (\$50.00)~~ as set forth herein, shall be paid to the County Treasurer, or his agent, upon the filing of each application for an appeal, variance or exception, for the purpose of defraying costs of the proceeding described herein. A written receipt shall be issued to the person making such payment, and records thereof shall be kept in such manner as prescribed by law. Applications for appeals from the decisions of the enforcing officer shall be made within twenty (20) days of the date of such decision.

Board of Zoning Appeals
Application Fees

<u>Appeals</u>	\$ 50.00
<u>Variances for residential uses</u>	75.00
<u>All other variances</u>	<u>150.00</u>
<u>Exceptions for residential uses</u>	75.00
<u>All other exceptions</u>	<u>200.00</u>

SECTION 111. That upon the recommendation of the Wichita-Sedgwick County Metropolitan Area Planning Commission on March 13, 1980, after notice and public hearing as provided by law under authority granted by Section 14.C of the Sedgwick County Zoning Resolution, as adopted March 3, 1958, and subsequently amended, Section 14 - "ADMINISTRATION", paragraph C - "CHANGES AND AMENDMENTS", subparagraph 2 - "APPLICATION" shall be amended to read as follows:

2. Application: Application for any change of district boundaries or reclassification of districts as shown on the Zoning Map, shall be filed with the Commission upon forms and accompanied by such data and information as may be prescribed for that purpose by the Commission so as to assure the fullest practicable presentation of facts for the permanent record.

Each application shall be verified by at least one of the owners of property within the area proposed to be changed, attesting to the truth and correctness of all facts and information presented with the application.

Applications must be accompanied with a certified list of property owners of record and their addresses, if available, and if not available, then the address of the occupant of the premises, if tenanted, in all directions from the subject property for a distance of twice the frontage of the property included in the application; provided, no distance need be more than 1,000 feet and cannot be less than 200 feet.

For the purpose of defraying costs of proceedings prescribed herein, filing and publication fees shall be paid to the County Treasurer or his agent upon the filing of such application for change in district classification. The fee for such application is as follows:

<u>Classification</u>	<u>Fee</u>
"R"--Rural-Residential-District	\$-70-00
"R-1" Suburban-Residential-District	70-00
"AA"--One-Family-Dwelling-District	70-00
"BB"--Office-District	140-00
"LC"--Light-Commercial-District (6-acres-and-under)	200-00
"LC"--Light-Commercial-District (over-6-acres)	400-00
"C"--General-Commercial-District (6-acres-and-under)	200-00
"C"--General-Commercial-District (over-6-acres)	400-00
"E"--Light-Industrial-District (6-acres-and-under)	200-00
"E"--Light-Industrial-District (over-6-acres)	400-00
"F"--Heavy-Industrial-District (6-acres-and-under)	200-00
"F"--Heavy-Industrial-District (over-6-acres)	400-00

Size of Application Area

<u>Zoning Classification</u>	<u>up to & including 3 (acres)</u>	<u>over 3 acres to 6 acres</u>	<u>over 6 acres to 15 acres</u>	<u>over 15 acres</u>
"R", "R-1" & "AA"	\$200	\$300	\$400	\$500
"BB"	350	450	550	650
"LC", "C", "E" & "F"	400	500	600	700

"CU" Conditional Use Permit - Fee required is the same as for the District in which located.


Special Permit - as authorized by the Zoning Resolution \$150

Any person requesting deferral of a zoning case or a conditional use case shall be charged a fee of \$50 at such time that the deferral is granted to cover administrative costs.

A written receipt shall be issued to the person making such a payment and records thereof shall be kept in a manner as prescribed by law.--No fee shall be required when said application is submitted by any department of the City, County, State or Federal Government.


SECTION IV. This resolution shall take effect and be enforced on May 1, 1980 upon its adoption and publication once in the official county paper.

PASSED AND ADOPTED this 9 day of April, 1980.



Everett Patrick, Chairman


Tom Scott, Commissioner


Don Gragg, Commissioner

ATTEST

Dorothy L. White
County Clerk

APPROVED AS TO FORM BY:


Theodore H. Hill, County Counselor

WICHITA-SEDGWICK COUNTY

DATE

January 10, 1980

METROPOLITAN AREA PLANNING DEPARTMENT

TO Metropolitan Area Planning Commission
FROM Robert A. Lakin, Director of Planning
SUBJECT Proposed Fee Increases

The attached tables reflect proposed fees discussed at the informal MAPC meeting on January 3, 1980. Table 1 shows the average cost for each type of application. During discussions of the proposed fees as they relate to costs, it should be remembered that there will be specific cases that will take less time and money, or more, to process. However, average costs were used in an attempt to arrive at a relatively equitable fee.

Table 2 is a list of proposed fees for all types of applications. The fees represent some of the consensus reached at the last MAPC informal meeting. They are not to represent final MAPD recommendations but are for discussion purposes.

Estimated revenue for the various types of applications, based on 1978 applications, is shown in Table 3. Also shown is the estimated total cost per category. As can readily be seen, the current fees only fund approximately 37% of the estimated cost. The estimated revenue would be lower if governmental agencies are not charged a fee, if platting fees are reduced when platting is a condition of zoning, or if the composition of the applications change.

Tables 4 and 5 show additional examples of the effects the proposed fees would have on zoning application and platting.


Robert A. Lakin
Director of Planning

RAL:ADC:e1
Attachments

Table 1

SUMMARY OF AVERAGE COST

	<u>HOURS</u>	<u>ESTIMATED COST</u>
Lot Split	7.75	\$ 97.12
Vacation	7.75	93.73
Final only Plat	26.25	328.91
Conventional Platting		
Sketch	10.5	133.29
Preliminary	18.5	236.86
Final	12.0	138.95
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TOTAL	41	\$509.10
Zoning	18.	258.58
C.U.P.	56.25	811.74
BZA	16.5	204.87
County Conditional Use	16	235.95
Historic Landmark Designation	14.75	238.82
Special Permit	13.75	184.55

NOTE: Breakdown by personnel and action is available at the MAPD.

Table 2a

PROPOSED FEES

Lot Splits	\$100		
Vacation	\$100		
Plats			
Final only - 3 acres or less	\$250	over 3 acres	\$400
Sketch (payable when sketch plat is filed)	\$100		
Preliminary or Final except Industrial	\$ 5	per lot	
	\$ 5	per acre	

NOTE: Whenever a preliminary plat is finalized in portions, each final after the first would be assessed a \$100 fee for administrative purposes.

If, in the opinion of the Director of Planning, any revision on the preliminary plat after it has been approved by the subdivision committee substantially affects the plat, a \$100 fee will be charged. Any revisions that, in the opinion of the Planning Director, constitute a new preliminary plat, will be charged \$5 per lot.

Table 2b

ZONING

City	0-3 Acres	Over 3 to 6 Acres	Over 6 to 15 Acres	Over 15 Acres
"AA", "A", "R-5"	100	600	800	1000
"RB": "R-6", "U"	200	600	800	1000
"G"	N/A	600	800	1000
"B", "BB"	300	600	800	1000
"LC", "C", "D", "E", "F"	400	600	800	1000
County				
"R", "R-1", "AA"	100	600	800	1000
"BB"	300	600	800	1000
"LC", "C", "E", "F"	400	600	800	1000

County Conditional Use

Same fee as required for the district in which the proposed Conditional Use is located. Except when a rezoning application and a conditional use application are filed together, the fee shall be only the higher fee.

Any requests for deferral will be charged \$50 to cover costs of readvertising and mailing new notices.

Table 2c

	<u>Up to 40 Acres</u>	<u>Over 40 Acres</u>
C.U.P. - Residential original	\$500	\$5 per acre
Major amendment	500	N/A
Minor amendment	200	N/A
	<u>Up to 15 Acres</u>	<u>Over 15 Acres</u>
- Commercial original		
if filed with rezoning application	\$200	\$5 per acre
if filed separately	500	5 per acre
Major amendment design or use change affecting over 50% of area	500	N/A
Minor amendment design or use change affecting over 50% or less of area	200	N/A
Historical Landmark		
Single zoning Lot	\$100	
District	\$250	plus \$1 per zoning lot
Special Permit by B.C.C. or B.Co.C.	\$150	
BZA - City and County		
Appeals	\$ 50	
Variance for residential uses	75	
All others	150	
Exceptions	200	

Table 3

ESTIMATED REVENUE

<u>Action</u>	<u>No. of 1978 Cases</u>	<u>Estimated* Average Cost</u>	<u>Total Cost</u>	<u>1978 Revenue</u>	<u>Estimated Revenue Using Proposed Fees</u>
Lot Splits	50	\$ 97.12	\$ 4,856	\$ 1,000	\$ 5,000
Vacations	47	93.73	4,405	2,850	4,700
Plats					
Sketch only	8	133.29	1,066	-	800
Small Tract-Up to 3 Acres	53	-	-	-	13,250
-Over 3 Acres	13	-	-	-	5,200
TOTAL	66	\$328.91	\$21,708	\$ 3,639	\$18,450
Conventional	53	-	-	-	21,910
Industrial	6	-	-	-	1,642
TOTAL	50	\$509.10	\$30,037	\$12,803	\$23,552
City and County Zone Up to 3 Acres -					
"R", "R-1", "AA", "A", "R-5"	19				\$ 1,900
"RB", "R-6, "U"	13				2,600
"B", "BB"	13				3,900
"LC", "C", "D", "E", "F"	31				12,400
Over 3 to 6 Acres	14				8,400
Over 6 to 15 Acres	3				2,400
Over 15 Acres	18				18,000
TOTAL	111	\$258.58	\$28,702	\$16,980	\$49,600

Table 3
Page 2

<u>Action</u>	<u>No. of 1978 Cases</u>	<u>Estimated* Average Cost</u>	<u>Total Cost</u>	<u>1978 Revenue</u>	<u>Estimated Revenue Using Proposed Fees</u>
County Conditional Use Up to 3 Acres -					
"R", "R-1", "AA", Multiple Family, Mobile Home Parks, Extraction	1				\$ 200
"RB", "LC", "C", "E", "F"	2				800
Over 3 to 6 Acres	1				600
Over 6 to 15 Acres	1				800
Over 15 Acres	4				4,000
TOTAL	9	\$235.95	\$ 2,124	\$ 1,020	\$ 6,400
CUP					
Residential	4	\$811.74	\$ 3,247	\$ 800	\$ 2,322
Commercial - Original	4	811.74	3,247	-	1,005
Major amendment	2	600.00	1,200	800	1,000
Minor amendment	2	400.00	800	800	400
TOTAL			\$ 8,484	\$ 2,400	\$ 4,727
Historical Landmark (Assume 6 were single zoning lots; 4 were for districts with 50 zoning lots.)	10	\$238.82	\$ 2,388	\$ -	\$ 1,800
Special Permit - BCC or BCoC	12	\$184.55	\$ 2,215	\$ -	\$ 1,800

Table 3
Page 3

<u>Action</u>	<u>No. of 1978 Cases</u>	<u>Estimated* Average Cost</u>	<u>Total Cost</u>	<u>1978 Revenue</u>	<u>Estimated Revenue Using Proposed Fees</u>
BZA					
Appeals	0	\$	\$	\$	\$
Variances - Residential Use	12				900
- All other	24				3,600
Exceptions	19				3,800
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
TOTAL	55	\$204.87	\$11,268	\$ 2,750	\$ 8,300
GRAND TOTAL			\$117,253	\$43,442	\$125,126

NOTE: Includes full platting fee when a condition of rezoning.

Includes charging fees to all governmental agencies.

* Breakdown by personnel and action is available at the MAPD.

Table 4

EXAMPLES OF ZONING COSTS

					<u>Total Estimated Cost</u>
1.	"AA" to "A"	.46 Acres	No platting required		\$ 258
	Current fee	\$ 70			
	Proposed fee	\$100			
2.	"AA" to "R-5"	8.2 Acres	Replatting required	3 Lots	\$ 586
	Current fee	Zoning \$140	Platting \$56	Total \$ 196	
	Proposed fee	Zoning \$800	Platting-final only \$400	Total \$1,200	
3.	"A" to "BB" (changed to "B")	3.4 Acres	Replatting required	1 Lot	\$ 586
	Current fee	Zoning \$140	Platting-final only \$ 50	Total \$190	
	Proposed fee	Zoning \$600	Platting-final only \$400	Total \$1,000	
4.	"AA" to "E"	25 Acres	Platting required	1 Lot	\$ 767
	Current fee	Zoning \$400	Platting \$50	Total \$450	
	Proposed fee	Zoning \$1,000	Platting \$170	Total \$1,170	
5.	"AA" to "C"	17.2 Acres	Platting required	1 Lot CUP required	\$1,589
	Current fee	Zoning \$400 CUP \$0	Platting \$50	Total \$450	
	Proposed fee	Zoning \$1,000 CUP \$210	Platting \$100	Total \$1,310	

Table 5

EXAMPLES OF PLATTING COSTS

1.	3.5 Acres	1 Lot	Final only		Total Estimated Cost	\$328
	Current fee	\$50				
	Proposed fee	\$400				
2.	2.5 Acres	9 Lots			Total Estimated Cost	\$381
	Current fee	\$74				
	Proposed fee	\$140				
3.	38 Acres	88 Lots			Total Estimated Cost	\$509
	Current fee	\$311				
	Proposed fee	\$535				
4.	33 Acres	6 Lots	with CUP	No rezoning	Total Estimated Cost	\$1,320
	Current fee	CUP \$400	Platting \$65	Total	\$465	
	Proposed fee	CUP \$565	Platting \$125	Total	\$690	
5.	57.4 Acres	4 Lots	Industrial Plat	Required zoning	Total Est. Cost	\$767
	Current fee	\$400	Platting \$59	Total	\$459	
	Proposed fee	\$1,000	Platting \$385	Total	\$1,385	

LEGAL PUBLICATION

LEGAL PUBLICATION

Published in the Wichita Beacon on April 26, 1960.

RESOLUTION

A RESOLUTION AMENDING THE ZONING RESOLUTION OF SEDGWICK COUNTY, KANSAS ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS AND EFFECTIVE AFTER MARCH 3, 1958, WITH AMENDMENTS TO DECEMBER 26, 1957, FOR THE UNINCORPORATED TERRITORY LYING WITHIN THREE MILES OF THE CITY OF WICHITA, THE CITY OF HAYSVILLE, THE CITY OF DERRY, THE CITY OF HULYANE, THE CITY OF VALLEY CENTER, THE CITY OF GODDARD, AND THAT PORTION OF THE AREA WITHIN THREE MILES OF THE CITY OF CHERNEY AS ESTABLISHED BY THE BOARD OF COUNTY COMMISSIONERS ON OCTOBER 3, 1957, ALL IN SEDGWICK COUNTY, KANSAS, BY AMENDING SECTION 10, SECTION 13(a) AND SECTION 14(C) OF THE SEDGWICK COUNTY, KANSAS ZONING RESOLUTION, ALL IN ACCORDANCE WITH THE AUTHORITY GRANTED IN SECTION 14.C THEREOF.

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SEDGWICK COUNTY, KANSAS:

SECTION I. That upon the recommendation of the Wichita-Sedgwick County Metropolitan Area Planning Commission on March 13, 1960, after notice and public hearing as provided by law under authority granted by Section 14.C of the Sedgwick County Zoning Resolution, as adopted March 3, 1958, and subsequently amended, Section 10 — "HEAVY INDUSTRIAL DISTRICT", paragraph 40, shall be amended to read as follows:

40. The following uses provided an application is submitted and a public hearing held as is required in Section 14-C-1, 14-C-2, and 14-C-3 of this Resolution; further provided said application shall be considered a request for a special permit and shall be charged a filing fee as provided in Section 14-C-3, except when accompanied by a zone change application encompassing the same area.
- a) Abattoirs or slaughter houses, including meat packing plants.
 - b) Acid manufacture.
 - c) Ammonia, bleaching powder or chlorine manufacture.
 - d) Automobile or machine wrecking and salvage yards.
 - e) Crematory.
 - f) Disinfectants, cattle dips, exterminators or insecticides manufacture.
 - g) Dye/stuff manufacture.
 - h) Fertilizer and industrial chemical manufacture.
 - i) Explosive manufacture or storage.
 - j) Gas manufacture or storage (other than illuminating or heating).
 - k) Gelatine, glue or size manufacture or process involving recovery from animal material.
 - l) Incineration or other reduction of garbage.
 - m) Junk yards, including the handling and baling of paper, rags, or junk of other description.
 - n) The manufacture of cement, lime, gypsum or plaster of paris.
 - o) Pulp mills.
 - p) Pyroxylin or catuloid manufacture, or explosive or inflammable cellulose or pyroxylin products manufacture.
 - q) Stock yards.
 - r) Tanning, curing or storage of raw hides or skins.

SECTION II. That upon the recommendation of the Wichita-Sedgwick County Metropolitan Area Planning Commission on March 13, 1960, after notice and public hearing as provided by law under authority granted by Section 14.C of the Sedgwick County Zoning Resolution, as adopted March 3, 1958, and subsequently amended, Section 13 — "BOARD OF ZONING APPEALS SEDGWICK COUNTY", paragraph 3(a) — "PROCEDURE" shall be amended to read as follows:

- 3. PROCEDURE**
- a) Written applications for the approval of an appeal, variance or exception referred to in this section shall be filed in a manner prescribed by the Board. A fee, as set forth herein, shall be paid to the County Treasurer, or his agent, upon the filing of each application for an appeal, variance or exception, for the purpose of defraying costs of the proceeding described herein. A written receipt shall be issued to the person making such payment, and records thereof shall be kept in such manner as prescribed by law. Applications for appeals from the decisions of the enforcing officer shall be made within twenty (20) days of the date of such decision.

Board of Zoning Appeals		
Application Fees		
Appeals		\$ 50.00
Variations for residential uses		75.00
All other variations		150.00
Exceptions for residential uses		75.00
All other exceptions		200.00

SECTION III. That upon the recommendation of the Wichita-Sedgwick County Metropolitan Area Planning Commission on March 13, 1960, after notice and public hearing as provided by law under authority granted by Section 14.C of the Sedgwick County Zoning Resolution, as adopted March 3, 1958, and subsequently amended, Section 14 — "ADMINISTRATION", paragraph C — "CHANGES AND AMENDMENTS", sub-paragraph 2 — "APPLICATION" shall be amended to read as follows:

2. Application: Application for any change of district boundaries or reclassification of districts as shown on the Zoning Map, shall be filed with the Commission upon forms and accompanied by such data and information as may be prescribed for that purpose by the Commission so as to assure the fullest practicable presentation of facts for the permanent record.

Each application shall be verified by at least one of the owners of property within the area proposed to be changed, attesting to the truth and correctness of all facts and information presented with the application.

Applications must be accompanied with a certified list of property owners of record and their addresses, if available, and if not available, then the address of the occupant of the premises, if tenanted, in all directions from the subject property for a distance of twice the frontage of the property included in the application; provided, no distance need be more than 1,000 feet and cannot be less than 200 feet.

For the purpose of defraying costs of proceedings prescribed herein, filing and publication fees shall be paid to the County Treasurer or his agent upon the filing of such application for change in district classification. The fee for such application is as follows:

Zoning Classification	Size of Application Area			
	up to & including 3 acres	over 3 acres to 4 acres	over 4 acres to 15 acres	over 15 acres
"AA"	\$200	\$300	\$400	\$500
"BB"	300	400	500	600
"CC", "C", "E" & "F"	400	500	600	700

"CU Conditional Use Permit" — Fee required is the same as for the District in which located. \$150

Special Permit — as authorized by the Zoning Resolution. \$150

Any person requesting deferral of a zoning case or a conditional use case shall be charged a fee of \$50 at such time that the deferral is granted to cover administrative costs.

A written receipt shall be issued to the person making such a payment and records thereof shall be kept in a manner as prescribed by law.

SECTION IV. This resolution shall take effect and be enforced on May 1, 1960, upon its adoption and publication once in the official County paper.

PASSED AND ADOPTED this 26th day of April, 1960.
 Everett Patrick, Chairman
 Tom Scott, Commissioner
 Don Green, Commissioner

ATTEST:
 Dorothy K. White, County Clerk
 (SEAL)
 APPROVED AS TO FORM BY:
 Theodore H. Hill, County Counselor

WICHITA-SEDGWICK COUNTY

DATE

March 31, 1980

METROPOLITAN AREA PLANNING DEPARTMENT

TO Board of County Commissioners

FROM Robert A. Lakin, Director of Planning

SUBJECT DR79-19 (B) and (C) - Amendment to County Zoning Resolution

RE: Zoning, Conditional Use and BZA Fee Increases

Attached hereto is a delineated copy of a resolution amending Section 10, paragraph 40 (Heavy Industrial District); Section 13, paragraph 3(a) (Board of Zoning Appeals); and Section 14, paragraph C(2) (Administration) of the Sedgwick County Zoning Resolution that was advertised and considered by the Wichita-Sedgwick County Metropolitan Area Planning Commission at a public hearing on Thursday, March 13, 1980.

SUMMARY

During the review of the 1980 budget, the Metropolitan Area Planning Department (MAPD) was instructed to examine the filing fees charged for applications submitted for Metropolitan Area Planning Commission (MAPC) review. Approximately \$40,000 in additional revenue was to be generated by the increased fees in order to help defray current operating expenses of MAPD. Although it was not intended to raise fees to cover all of the Current Plans Division costs, it was recognized that the cost of processing an application is in excess of revenue received. In addition, due to rising salaries, supply costs and increasing demands on City and County revenues, there was the possibility of reducing MAPD staff. One other justification for increasing fees is that the existing fees reflect 1967 costs and have not been increased in the last thirteen years.

As a basis for determining the amount of increase MAPD staff prepared a time and cost analysis. Costs were assigned to each procedure involved in processing an "average" case and direct costs such as postage or printing. No costs were assigned to cover purchase of equipment such as typewriters, cameras, etc. Neither is any rent or prorated overhead for office administration assigned.

It was found, in comparing 1967 costs and 1979 costs, that cost for handling cases have doubled or tripled. Since 1967 processing costs for zone changes have risen from \$112.84 to \$258.58; platting costs have risen from \$70.87 to \$509.10; vacation costs have risen from \$43.96 to \$93.73; conditional use permit costs have risen from \$84.42 to \$235.95; and Board of Zoning Appeals costs have risen from \$78.02 to \$204.87.

MAPC has reviewed the time and cost analyses and has held three informal work sessions to discuss the proposed fees. MAPD staff have also met with some groups and organizations, as well as individuals to discuss the proposed fees.

Board of County Commissioners
March 31, 1980
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During the informal work sessions MAPC members felt that the fees for rezoning requests should be restructured so that higher fees would be charged for larger application areas. It was felt that larger application areas result in additional staff time to review the application, prepare correspondence, and higher postage costs. Therefore, the proposed fees vary as to the type of application and as to the size of the application area.

Some new fees are being recommended in order to recover a portion of the processing costs for applications that currently generate no revenue. These include special permit applications, requests for certain uses in the "F" Heavy Industrial District, requests for deferral and applications filed by governmental agencies.

MAPC members felt that MAPD should not bear the entire cost of processing requests from governmental agencies such as Public Works Department, Urban Renewal Agency, Historic Landmark Committee, etc. There was a general consensus that although it would involve only a shifting of funds, other governmental agencies should not utilize MAPD's budget for their activities and that MAPD should receive compensation for processing governmental applications.

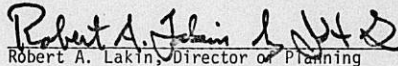
The County Board of Zoning Appeals has reviewed the proposed BZA fees. BZA fees reflect an attempt to recognize the difference between "hardship" cases, i.e., variances of setbacks in residential areas, and "nonhardship" cases, i.e., reduction of parking requirements for commercial establishments.

MAPC feels that although there may be some hidden problems within the proposed fee structure the proposed fees are satisfactory. It has been suggested by MAPC members that these fees be adopted and monitored for a year and then revised if problems or inequities are found. MAPC members also suggested that fees be reviewed every two or three years to determine if increases are needed.

Fees for City zoning, City BZA, platting, vacation, and lot splits are also being increased to reflect current costs and to generate additional revenue. Platting, vacation and lot split fees will be forwarded for your review at a later time.

RECOMMENDATION

It was recommended by the Wichita-Sedgwick County Metropolitan Area Planning Commission by a 7-0 vote (Cole moved, Shook seconded, with Goebel, Jones, and Lofton absent) that this resolution be adopted.


Robert A. Lakin, Director of Planning

RAL:ADC

cc: Ted Hill, Sedgwick County Counselor
John Philbrick, Director of Administration
Joe Freeman, Sedgwick County Director of Public Works
Syd Werbin, Director of Building, Planning & Zoning

April 7, 1980

Theodore H. Hill, County Counselor

Glen E. Lytle, Special Assistant for Zoning

DR 79-19(B) and (C) - Amendment to County Zoning
Resolution RE: Zoning, Conditional Use and BZA
Fee Increases

I have attached the original and 10 copies of the resolution, in final form, increasing fees for County zoning, conditional uses and BZA applications for your review and approval. The Board of County Commissioners are to consider these amendments at their April 9, 1980 meeting.

If you have any questions, please call.

Glen E. Lytle
Special Assistant for Zoning

GEL:AC:rme
Attachments

(_____) Published in the Wichita Beacon on _____

RESOLUTION

A RESOLUTION AMENDING THE ZONING RESOLUTION OF SEDGWICK COUNTY, KANSAS ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS AND EFFECTIVE AFTER MARCH 3, 1958, WITH AMENDMENTS TO DECEMBER 28, 1977, FOR THE UNINCORPORATED TERRITORY LYING WITHIN THREE MILES OF THE CITY OF WICHITA, THE CITY OF HAYSVILLE, THE CITY OF DERBY, THE CITY OF MULVANE, THE CITY OF VALLEY CENTER, THE CITY OF GODDARD, AND THAT PORTION OF THE AREA WITHIN THREE MILES OF THE CITY OF CHENEY AS ESTABLISHED BY THE BOARD OF COUNTY COMMISSIONERS ON OCTOBER 3, 1973, ALL IN SEDGWICK COUNTY, KANSAS; BY AMENDING SECTION 10.40, SECTION 13.3(a) AND SECTION 14.C(2) OF THE SEDGWICK COUNTY, KANSAS ZONING RESOLUTION; ALL IN ACCORDANCE WITH THE AUTHORITY GRANTED IN SECTION 14.C THEREOF.

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF SEDGWICK COUNTY, KANSAS:

SECTION I. That upon the recommendation of the Wichita-Sedgwick County Metropolitan Area Planning Commission on March 13, 1980, after notice and public hearing as provided by law under authority granted by Section 14.C of the Sedgwick County Zoning Resolution, as adopted March 3, 1958, and subsequently amended, Section 10 - "'HEAVY INDUSTRIAL DISTRICT", paragraph 40, shall be amended to read as follows:

40. The following uses provided an application is submitted and a public hearing held as is required in Section 14-C-1, 14-C-2, and 14-C-3 of this Resolution; further provided said application shall be considered a request for a special permit and shall be charged a filing fee as provided in Section 14-C-2, except when accompanied by a zone change application encompassing the same area.

- a) Abattoirs or slaughter houses, including meat packing plants.
- b) Acid manufacture.
- c) Ammonia, bleaching powder or chlorine manufacture.
- d) Automobile or machine wrecking and salvage yards.
- e) Crematory.
- f) Disinfectants, cattle dips, exterminators or insecticides manufacture.

- g) Dyestuff manufacture.
- h) Fertilizer and industrial chemical manufacture.
- i) Explosive manufacture or storage.
- j) Gas manufacture or storage (other than illuminating or heating).
- k) Gelatine, glue or size manufacture or process involving recovery from animal material.
- l) Incineration or other reduction of garbage.
- m) Junk yards, including the handling and baling of paper, rags, or junk of other description.
- n) The manufacture of cement, lime, gypsum or plaster of paris.
- o) Pulp mills.
- p) Pyroxylin or celluloid manufacture, or explosive or inflammable cellulose or pyroxylin products manufacture.
- q) Stockyards.
- r) Tanning, curing or storage of raw hides or skins.

SECTION II. That upon the recommendation of the Wichita-Sedgwick County Metropolitan Area Planning Commission on March 13, 1980, after notice and public hearing as provided by law under authority granted by Section 14.C of the Sedgwick County Zoning Resolution, as adopted March 3, 1958, and subsequently amended, Section 13 - "BOARD OF ZONING APPEALS SEDGWICK COUNTY", paragraph 3(a) - "PROCEDURE" shall be amended to read as follows:

3. Procedure

- a) Written applications for the approval of an appeal, variance or exception referred to in this section shall be filed in a manner prescribed by the Board. A fee, as set forth herein, shall be paid to the County Treasurer, or his agent, upon the filing of each application for an appeal, variance or exception, for the purpose of defraying costs of the proceeding described herein. A written receipt shall be issued to the person making such payment, and records thereof shall be kept in such manner as

prescribed by law. Applications for appeals from the decisions of the enforcing officer shall be made within twenty (20) days of the date of such decision.

Board of Zoning Appeals

Application Fees

Appeals	\$ 50.00
Variances for residential uses	75.00
All other variances	150.00
Exceptions for residential uses	75.00
All other exceptions	200.00

SECTION III. That upon the recommendation of the Wichita-Sedgwick County Metropolitan Area Planning Commission on March 13, 1980, after notice and public hearing as provided by law under authority granted by Section 14.C of the Sedgwick County Zoning Resolution, as adopted March 3, 1958, and subsequently amended, Section 14 - "ADMINISTRATION", paragraph C - "CHANGES AND AMENDMENTS", subparagraph 2 - "APPLICATION" shall be amended to read as follows:

2. Application: Application for any change of district boundaries or reclassification of districts as shown on the Zoning Map, shall be filed with the Commission upon forms and accompanied by such data and information as may be prescribed for that purpose by the Commission so as to assure the fullest practicable presentation of facts, for the permanent record.

Each application shall be verified by at least one of the owners of property within the area proposed to be changed, attesting to the truth and correctness of all facts and information presented with the application.

Applications must be accompanied with a certified list of property owners of record and their addresses, if available, and if not available, then the address of the occupant of the premises, if tenanted, in all directions

from the subject property for a distance of twice the frontage of the property included in the application; provided, no distance need be more than 1,000 feet and cannot be less than 200 feet.

For the purpose of defraying costs of proceedings prescribed herein, filing and publication fees shall be paid to the County Treasurer or his agent upon the filing of such application for change in district classification. The fee for such application is as follows:

Zoning Classification	Size of Application Area			
	up to & including <u>3 acres</u>	over 3 acres to <u>6 acres</u>	over 6 acres to <u>15 acres</u>	over 15 <u>acres</u>
"R", "R-1" & "AA"	\$200	\$300	\$400	\$500
"BB"	350	450	550	650
"LC", "C", "E" & "F"	400	500	600	700

"CU Conditional Use Permit - Fee required is the same as for the District in which located.

Special Permit - as authorized by the Zoning Resolution \$150

Any person requesting deferral of a zoning case or a conditional use case shall be charged a fee of \$50 at such time that the deferral is granted to cover administrative costs.

A written receipt shall be issued to the person making such a payment and records thereof shall be kept in a manner as prescribed by law.

SECTION IV. This resolution shall take effect and be enforced on May 1, 1980, upon its adoption and publication once in the official County paper.

PASSED AND ADOPTED this ____ day of _____, 1980.

Everett Patrick, Chairman

Tom Scott, Commissioner

Don Gragg, Commissioner

ATTEST:

Dorothy K. White, County Clerk

(SEAL)

APPROVED AS TO FORM BY:

Theodore H. Hill, County Counselor

(_____) Published in the Wichita Beacon on _____

RESOLUTION

A RESOLUTION AMENDING THE ZONING RESOLUTION OF SEDGWICK COUNTY, KANSAS ADOPTED BY THE BOARD OF COUNTY COMMISSIONERS AND EFFECTIVE AFTER MARCH 3, 1958, WITH AMENDMENTS TO DECEMBER 28, 1977, FOR THE UNINCORPORATED TERRITORY LYING WITHIN THREE MILES OF THE CITY OF WICHITA, THE CITY OF HAYSVILLE, THE CITY OF DERBY, THE CITY OF MULVANE, THE CITY OF VALLEY CENTER, THE CITY OF GODDARD, AND THAT PORTION OF THE AREA WITHIN THREE MILES OF THE CITY OF CHENEY AS ESTABLISHED BY THE BOARD OF COUNTY COMMISSIONERS ON OCTOBER 3, 1973, ALL IN SEDGWICK, COUNTY, KANSAS; BY AMENDING SECTION 10.40, SECTION 13.3(a) AND SECTION 14.C(2) OF THE SEDGWICK COUNTY, KANSAS ZONING RESOLUTION; ALL IN ACCORDANCE WITH THE AUTHORITY GRANTED IN SECTION 14.C THEREOF.

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Board of Zoning Appeals

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PASSED AND ADOPTED this ____ day of _____, 1980.

Everett Patrick, Chairman

Tom Scott, Commissioner

Don Gragg, Commissioner

ATTEST:

Dorothy K. White, County Clerk

(SEAL)

APPROVED AS TO FORM BY:

Theodore H. Hill, County Counselor

WICHITA-SEDGWICK COUNTY

DATE

March 31, 1980

METROPOLITAN AREA PLANNING DEPARTMENT

TO Board of County Commissioners
FROM Robert A. Lakin, Director of Planning
SUBJECT DR79-19 (B) and (C) - Amendment to County Zoning Resolution
RE: Zoning, Conditional Use and BZA Fee Increases

Attached hereto is a delineated copy of a resolution amending Section 10, paragraph 40 (Heavy Industrial District); Section 13, paragraph 3(a) (Board of Zoning Appeals); and Section 14, paragraph C(2) (Administration) of the Sedgwick County Zoning Resolution that was advertised and considered by the Wichita-Sedgwick County Metropolitan Area Planning Commission at a public hearing on Thursday, March 13, 1980.

SUMMARY

During the review of the 1980 budget, the Metropolitan Area Planning Department (MAPD) was instructed to examine the filing fees charged for applications submitted for Metropolitan Area Planning Commission (MAPC) review. Approximately \$40,000 in additional revenue was to be generated by the increased fees in order to help defray current operating expenses of MAPD. Although it was not intended to raise fees to cover all of the Current Plans Division costs, it was recognized that the cost of processing an application is in excess of revenue received. In addition, due to rising salaries, supply costs and increasing demands on City and County revenues, there was the possibility of reducing MAPD staff. One other justification for increasing fees is that the existing fees reflect 1967 costs and have not been increased in the last thirteen years.

As a basis for determining the amount of increase MAPD staff prepared a time and cost analysis. Costs were assigned to each procedure involved in processing an "average" case and direct costs such as postage or printing. No costs were assigned to cover purchase of equipment such as typewriters, cameras, etc. Neither is any rent or prorated overhead for office administration assigned.

It was found, in comparing 1967 costs and 1979 costs, that cost for handling cases have doubled or tripled. Since 1967 processing costs for zone changes have risen from \$112.84 to \$258.58; platting costs have risen from \$70.87 to \$509.10; vacation costs have risen from \$43.96 to \$93.73; conditional use permit costs have risen from \$84.42 to \$235.95; and Board of Zoning Appeals costs have risen from \$78.02 to \$204.87.

MAPC has reviewed the time and cost analyses and has held three informal work sessions to discuss the proposed fees. MAPD staff have also met with some groups and organizations, as well as individuals to discuss the proposed fees.

Board of County Commissioners
March 31, 1980
Page 2

During the informal work sessions MAPC members felt that the fees for rezoning requests should be restructured so that higher fees would be charged for larger application areas. It was felt that larger application areas result in additional staff time to review the application, prepare correspondence, and higher postage costs. Therefore, the proposed fees vary as to the type of application and as to the size of the application area.

Some new fees are being recommended in order to recover a portion of the processing costs for applications that currently generate no revenue. These include special permit applications, requests for certain uses in the "F" Heavy Industrial District, requests for deferral and applications filed by governmental agencies.

MAPC members felt that MAPD should not bear the entire cost of processing requests from governmental agencies such as Public Works Department, Urban Renewal Agency, Historic Landmark Committee, etc. There was a general consensus that although it would involve only a shifting of funds, other governmental agencies should not utilize MAPD's budget for their activities and that MAPD should receive compensation for processing governmental applications.

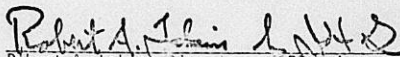
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MAPC feels that although there may be some hidden problems within the proposed fee structure the proposed fees are satisfactory. It has been suggested by MAPC members that these fees be adopted and monitored for a year and then revised if problems or inequities are found. MAPC members also suggested that fees be reviewed every two or three years to determine if increases are needed.

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RECOMMENDATION

It was recommended by the Wichita-Sedgwick County Metropolitan Area Planning Commission by a 7-0 vote (Cole moved, Shook seconded, with Goebel, Jones, and Lofton absent) that this resolution be adopted.


Robert A. Lakin, Director of Planning

RAL:ADC

cc: Ted Hil, Sedgwick County Counselor
John Philbrick, Director of Administration
Joe Freeman, Sedgwick County Director of Public Works
Syd Werbin, Director of Building, Planning & Zoning

Delineated Copy
Additions - underlined
Deletions - marked-thru

(_____) Published in the Wichita Beacon on _____

RESOLUTION

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40. The following uses provided an application is submitted and a public hearing held as is required in Section 14-C-1, 14-C-2, and 14-C-3 of this Resolution; further provided that ~~all fees as required by Section 14-C-2 shall be waived for the purposes of this application.~~ said application shall be considered a request for a special permit and shall be charged a filing fee as provided in Section 14-C-2, except when accompanied by a zone change application encompassing the same area.
- a) Abattoirs or slaughter houses, including meat packing plants.
 - b) Acid manufacture.
 - c) Ammonia, bleaching powder or chlorine manufacture.
 - d) Automobile or machine wrecking and salvage yards.
 - e) Crematory.
 - f) Disinfectants, cattle dips, exterminators or insecticides manufacture.

- g) Dyestuff manufacture.
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- i) Explosive manufacture or storage.
- j) Gas manufacture or storage (other than illuminating or heating).
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- r) Tanning, curing or storage of raw hides or skins.

SECTION 11. That upon the recommendation of the Wichita, Sedgwick County Metropolitan Area Planning Commission on March 13, 1980, after notice and public hearing as provided by law under authority granted by Section 14.C of the Sedgwick County Zoning Resolution, as adopted March 3, 1958, and subsequently amended, Section 13 - "BOARD OF ZONING APPEALS SEDGWICK COUNTY", paragraph 3(a) - "PROCEDURE" shall be amended to read as follows:

3. Procedure

- a) Written applications for the approval of an appeal, variance or exception referred to in this section shall be filed in a manner prescribed by the Board. A fee, ~~of fifty dollars (\$50.00)~~ as set forth herein, shall be paid to the County Treasurer, or his agent, upon the filing of each application for an appeal, variance or exception, for the purpose of defraying costs of the proceeding described herein. A written receipt shall be issued to the person making such payment, and records thereof shall be kept in such manner as prescribed by law. Applications for appeals from the decisions of the enforcing officer shall be made within twenty (20) days of the date of such decision.

Board of Zoning Appeals
Application Fees

<u>Appeals</u>	\$ 50.00
<u>Variances for residential uses</u>	75.00
<u> All other variances</u>	<u>150.00</u>
<u>Exceptions for residential uses</u>	75.00
<u> All other exceptions</u>	<u>200.00</u>

SECTION 111. That upon the recommendation of the Wichita-Sedgwick County Metropolitan Area Planning Commission on March 13, 1980, after notice and public hearing as provided by law under authority granted by Section 14.C of the Sedgwick County Zoning Resolution, as adopted March 3, 1958, and subsequently amended, Section 14 - "ADMINISTRATION", paragraph C - "CHANGES AND AMENDMENTS", subparagraph 2 - "APPLICATION" shall be amended to read as follows:

2. Application: Application for any change of district boundaries or reclassification of districts as shown on the Zoning Map, shall be filed with the Commission upon forms and accompanied by such data and information as may be prescribed for that purpose by the Commission so as to assure the fullest practicable presentation of facts for the permanent record.

Each application shall be verified by at least one of the owners of property within the area proposed to be changed, attesting to the truth and correctness of all facts and information presented with the application.

Applications must be accompanied with a certified list of property owners of record and their addresses, if available, and if not available, then the address of the occupant of the premises, if tenanted, in all directions from the subject property for a distance of twice the frontage of the property included in the application; provided, no distance need be more than 1,000 feet and cannot be less than 200 feet.

For the purpose of defraying costs of proceedings prescribed herein, filing and publication fees shall be paid to the County Treasurer or his agent upon the filing of such application for change in district classification. The fee for such application is as follows:

<u>Classification</u>	<u>Fee</u>
"R"--Rural-Residential-District	\$-70-00
"R-1"--Suburban-Residential-District	70-00
"AA"--One-Family-Dwelling-District	70-00
"BB"--Office-District	140-00
"BC"--Light-Commercial-District (6-acres-and-under)	200-00
"LC"--Light-Commercial-District (over-6-acres)	400-00
"C"--General-Commercial-District (6-acres-and-under)	200-00
"E"--General-Commercial-District (over-6-acres)	400-00
"I"--Light-Industrial-District (6-acres-and-under)	200-00
"F"--Light-Industrial-District (over-6-acres)	400-00
"H"--Heavy-Industrial-District (6-acres-and-under)	200-00
"P"--Heavy-Industrial-District (over-6-acres)	400-00

Size of Application Area

<u>Zoning Classification</u>	<u>up to & including 3 acrs</u>	<u>over 3 acres to 6 acres</u>	<u>over 6 acres to 15 acres</u>	<u>over 15 acres</u>
"R", "R-1" & "AA"	\$200	\$300	\$400	\$500
"BB"	350	450	550	650
"LC", "C", "E" & "F"	400	500	600	700

"CU" Conditional Use Permit - Fee required is the same as for the District in which located.

Special Permit - as authorized by the Zoning Resolution \$150

Any person requesting deferral of a zoning case or a conditional use case shall be charged a fee of \$50 at such time that the deferral is granted to cover administrative costs.

A written receipt shall be issued to the person making such a payment and records thereof shall be kept in a manner as prescribed by law. -- No fee shall be required when said application is submitted by any department of the City, County, State or Federal Government.

SECTION IV. This resolution shall take effect and be enforced on May 1, 1980 upon its adoption and publication once in the official county paper.

PASSED AND ADOPTED this ____ day of _____, 1980.

Everett Patrick, Chairman

Tom Scott, Commissioner

Don Gragg, Commissioner

ATTEST:

Dorothy K. White, County Clerk

(Seal)

APPROVED AS TO FORM BY:

Theodore H. Hill, County Counselor

March 27, 1980

John Oliphant, Executive Director
Wichita Area Association
of Homebuilders
730 North Main, Suite A
Wichita, Kansas 67203

Re: Proposed Fee Increases
City Zoning, County Zoning
and County BZA (DR 79-19)

Dear Mr. Oliphant:

We have been informed by the City Manager's office that the planning items heard by the Planning Commission on March 13 and scheduled for City Commission review on April 8, 1980, will not be on the April 8 agenda. The review of the proposed fee increases for city zoning and C.U.P.'s will be heard at the regularly scheduled Board of City Commissioners' meeting on April 15, 1980.

As was noted in my letter of March 14, 1980, the Board of County Commissioners will consider the proposed fee increases for County BZA and County Zoning at their regularly scheduled meeting on April 9, 1980.

If you have any questions, please call.

Sincerely,

Arthur D. Chambers, AICP
Junior Planner

ADC:el
cc: Bob Fox, Comotara Properties
2421 Longwood Circle, 67226

March 14, 1980

John Oliphant
Executive Director
Wichita Area Association
of Homebuilders
730 North Main Street, Suite A
Wichita, Kansas 67203

Re: Proposed Fee Increases -
City Zoning, County Zoning
and County BZA

Dear Mr. Oliphant:

On March 13, 1980, the Metropolitan Area Planning Commission (MAPC) considered proposed amendments to Sections 28.04.195 and 28.04.210 of the City Zoning Ordinance. MAPC also considered proposed amendments to Sections 10, 13, and 14 of the County Zoning Resolution. The action of the MAPC was to recommend approval of the proposed amendments.

The proposed amendments to the City Zoning Ordinance have been scheduled for review by the Board of City Commissioners during their regular meeting on Tuesday, April 8, 1980. The proposed amendments to the County Zoning Resolution have been scheduled for review by the Board of County Commissioners during their regular meeting on Wednesday, April 9, 1980.

If you have any questions, please call.

Sincerely,

Arthur D. Chambers, AICP
Junior Planner

ADC:el
cc: Bob Fox, Comotara Properties, 2421 Longwood Circle, 67226

LAMBERTZ COMPANY

Established 1955
812 N. Waco / Wichita, Kansas 67203 / (316) 265-8537

January 26, 1980

REAL ESTATE

Shopping Centers
Investments
Management
Commercial
Counseling
Industrial
Offices

Mr. Bill Goebel
310 South Summitlawn
Wichita, Kansas 67209

Dear Bill:

Thanks for your invitation to communicate my thoughts!

It is my intention to remain objective throughout this dialogue, and my hope that more objectivity can be injected into the entire zoning and planning process.

In my opinion, the interest in increasing application fees need not be considered as an additional cost, but rather an economy to applicants, as well as increase revenue for the MAPD while allowing the MAPD to function more smoothly with less effort once the following items were incorporated into the "system".

- (A) Application form solicit sufficient pertinent information so that form itself could be reproduced and used to notify those owning property within the "affected" area.
- (B) Distribute the notices allowing sufficient time for those who wish to speak in opposition to register their intention to do so, ___ days prior to the hearing date. Those who have not registered prior to the deadline would not be heard.
- (C) For an additional fee, the applicant may provide the name and number of his agent so that a clerk could notify the agent when it appears that the case will come up in approximately one hour. This would save unnecessary hours at \$??? per hour for the applicant to have his agent there from noon until ? with no real idea at how fast the cases will be heard, how many in opposition, etc.
- (D) Make every effort to schedule all cases an engineer or an attorney is representing sequentially to minimize "dead time" at \$??? per hour
- (E) No applications may be postponed if the applicant has failed to notify the MAPD at least ___ days prior to the scheduled hearing. Failure to comply with this regulation would result in the applicants case being deferred for a period of ___ months. In the event the case is postponed by the applicant, the applicant would be assessed a fee sufficient to cover the costs of notifying the affected property owners. Certainly, the event of a death in the immediate family or other crisis of a similar nature could be handled with compassion.

page 2
Goebel
1/26/80

It is my opinion that the cost and irritation to the applicants, opponents, as well as the MAPC and MAPD in time and dollars could be greatly reduced utilizing the above recommendations.

Once again, thanks for giving me the opportunity to express my thoughts on this matter. Be assured of my willingness to do what I may to assist.

Cordially yours,

LAMBERTZ COMPANY



Vern Lambertz: jw

WICHITA-SEDGWICK COUNTY

DATE

March 6, 1980

METROPOLITAN AREA PLANNING DEPARTMENT

TO Metropolitan Area Planning Commission
FROM Robert A. Lakin, Director of Planning
SUBJECT Proposed Fee Increases - DR79-19(A) City Zoning and Historic
Landmark; DR79-19(B) County Zoning
and County Board of Zoning Appeals;
and DR79-19(C) County Special Permit
for Uses in "F" Heavy Industrial District

Delineated copies of the proposed amendments to Sections 28.04.195 (Historic Landmark) and 28.04.210 (Zoning Fees) of the City Zoning Ordinance and to Sections 13 (BZA), 14 (County Zoning Fees), and 10 ("F" Heavy Industrial District) of the County Zoning Resolution are attached for your information and review. DR79-19(A) and DR79-19(B) were deferred to the March 13th meeting at the February 28th MAPC meeting.

DR79-19(C) is an amendment to paragraph 40 of Section 10 of the County Zoning Resolution. Paragraph 40 provides that an application must be filed and approved prior to the establishment of certain uses in the "F" Heavy Industrial District. The proposed amendment would permit a fee to be charged when the application is filed.



Robert A. Lakin
Director of Planning

Attachments

RAL:AC:sad

WICHITA-SEDGWICK COUNTY

DATE

February 20, 1980

METROPOLITAN AREA PLANNING DEPARTMENT

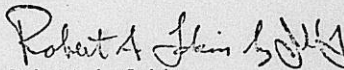
TO Metropolitan Area Planning Commission

FROM Robert A. Lakin, Director of Planning

SUBJECT Proposed Fee Increases - DR 79-19(A) City Zoning and Historic Landmark; and DR 79-19(B) County Zoning and Board of Zoning Appeals

A delineated copy of the proposed amendments to Sections 28.04.195 and 28.04.210 of the City Zoning Ordinance, increasing fees for Zone Change, C.U.P., Special Permit and Historic Landmark requests, is attached. Also attached is a delineated copy of the proposed amendments to Sections 13 and 14 of the County Zoning Resolution increasing fees for Special Permit, Conditional Use, Zone Change and Board of Zoning Appeals requests. Proposed fee increases for City BZA requests, platting, vacations and lot splits are being handled under separate amendments.

Copies of the proposed fee increases have been distributed to City and County Departments for informational purposes. The Chamber of Commerce, Wichita Area Builder's Association and the Wichita Area Board of Realtor's have also been furnished copies of the amendments.



Robert A. Lakin
Director of Planning

RAL:AC:sad

Encl.

February 13, 1980

TO WHOM IT MAY CONCERN:

Re: Proposed Fee Increases - City Zoning, County Zoning
and County BZA

During the review of the 1980 budget, the Metropolitan Area Planning Department (MAPD) was instructed to examine the filing fees charged for applications submitted for Metropolitan Area Planning Commission (MAPC) review. Fees were to be increased in order to generate approximately \$40,000 in additional revenue from MAPD regulatory activities. Although it was not intended to raise the fees to cover all of the Current Plans Division costs, it was recognized that the cost of processing an application is in excess of revenue received. This is due primarily to the fact that current fees were last increased fourteen years ago to reflect 1966 costs.

A delineated copy of the proposed amendments to Sections 28.04.195 and 28.04.210 of the City Zoning Ordinance, increasing fees for zone change, C.U.P., special permits and historic landmark requests, is attached for your information and review. Also attached is a delineated copy of the proposed amendments to Sections 13 and 14 of the County Zoning Resolution increasing fees for special permit, conditional use, zone change and BZA requests. Proposed fee increases for City BZA requests, platting, vacation and lot splits are being handled under separate amendments and will be forwarded to you prior to the public hearing.

The fees included in the attached amendments are the result of a time and cost analysis of "typical" applications received by MAPD for C.U.P.'s, zone change, plats, etc., and discussions at two scheduled MAPC informal meetings held during January 1980. The proposed fees reflect an attempt to recover a portion of the processing costs associated with the various applications. It should be pointed out that where, in the past, no fee was required for those departments of the City, County, State or Federal Government, the Planning Commission has suggested that they should no longer be exempt from filing fees.

Page Two
Re: Proposed Fee Increases
February 13, 1980

The public hearing, by the MAPC, has been scheduled for Thursday, February 28, 1980. Written comments should be submitted prior to February 22, 1980.

Sincerely,

Robert A. Lakin
Director of Planning

RAL:ADC:el

cc: Board of County Commissioners (3 copies)
Ted Hill, County Counselor
Joe Freeman, Acting Director - County Public Works
Syd Werbin, County Director of Building, Planning & Codes
Don Anderson, Director of Housing and Economic Development
Ray Bruggeman, Director - Wichita Department of Public Works
Ken Kitchen, Director - Urban Renewal Agency
Robert B. Feldner, Superintendent of Central Inspection
Marion Cone, Historical Preservation Officer
204 South Main St., 67202
Richard Upton, Executive Director - Chamber of Commerce
350 W. Douglas, 67202
John Oliphant, Wichita Area Builders Association
730 N. Main St., Suite A, 67203
Mike Wayne, Wichita Area Board of Realtors
717 N. Emporia, 67214
Glen Dockery, Research and Budget Officer

Additions underlined
Deletions ~~marked-thru~~

DR79-19(B)

February 1, 1980

Possible Amendment to the Zoning Resolution
of Sedgwick County, Kansas scheduled for public
Hearing before the MAPC on Thursday, February 28, 1980

It is proposed to amend paragraph 3(a) of Section 13,
Board of Zoning Appeals, Sedgwick County; and paragraph C(2) of
Section 14, Administration related to the filing fees for zone
change applications, conditional use applications and applications
to the Board of Zoning Appeals.

Section 13, paragraph 3(a) shall be amended to read as follows:

3. Procedure

- a) Written applications for the approval of an appeal,
variance or exception referred to in this section
shall be filed in a manner prescribed by the Board.
A fee, ~~of fifty dollars (\$50.00)~~ as set forth herein,
shall be paid to the County Treasurer, or his agent,
upon the filing of each application for an appeal,
variance or exception, for the purpose of defraying
costs of the proceeding described herein. A written
receipt shall be issued to the person making such
payment, and records thereof shall be kept in such
manner as prescribed by law. Applications for appeals
from the decisions of the enforcing officer shall be
made within twenty (20) days of the date of such de-
cision.

Board of Zoning Appeals
Application Fees

<u>Appeals</u>	<u>\$ 50.00</u>
<u>Variances for residential uses</u>	<u>\$ 75.00</u>
<u>All other variances</u>	<u>\$150.00</u>
<u>Exceptions for residential uses</u>	<u>\$ 75.00</u>
<u>All other exceptions</u>	<u>\$200.00</u>

Section 14, paragraph C (2) shall be amended to read as follows:

2. Application: Application for any change of district
boundaries or reclassification of districts as shown on
the Zoning Map, shall be filed with the Commission upon
forms and accompanied by such data and information as may

be prescribed for that purpose by the Commission so as to assure the fullest practicable presentation of facts for the permanent record.

Each application shall be verified by at least one of the owners of property within the area proposed to be changed, attesting to the truth and correctness of all facts and information presented with the application.

Applications must be accompanied with a certified list of property owners of record and their addresses, if available, and if not available, then the address of the occupant of the premises, if tenanted, in all directions from the subject property for a distance of twice the frontage of the property included in the application; provided, no distance need be more than 1,000 feet and cannot be less than 200 feet.

For the purpose of defraying costs of proceedings prescribed herein, filing and publication fees shall be paid to the County Treasurer or his agent upon the filing of such application for change in district classification. The fee for such application is as follows:

<u>Classification</u>	<u>Fee</u>
"R"--Rural-Residential-District	\$-70.00
"R-1" Suburban-Residential-District	\$-70.00
"AA"--One-Family-Dwelling-District	\$-70.00
"BB"--Office-District	\$140.00
"LC"--Light-Commercial-District (6-acres-and-under)	\$200.00
"LC"--Light-Commercial-District (over-6-acres)	\$400.00
"C"--General-Commercial-District (6-acres-and-under)	\$200.00
"C"--General-Commercial-District (over-6-acres)	\$400.00
"E"--Light-Industrial-District (6-acres-and-under)	\$200.00
"E"--Light-Industrial-District (over-6-acres)	\$400.00
"F"--Heavy-Industrial-District (6-acres-and-under)	\$200.00
"F"--Heavy-Industrial-District (over-6-acres)	\$400.00

Size of Application Area

<u>Zoning Classification</u>	<u>up to & including 3 acres</u>	<u>over 3 acres to 6 acres</u>	<u>over 6 acres to 15 acres</u>	<u>over 15 acres</u>
"R", "R-1" & "AA"	\$200	\$300	\$400	\$500
"BB"	\$350	\$450	\$550	\$650
"LC", "C", "E" & "F"	\$400	\$500	\$600	\$700

"CU" Conditional Use Permit - Fee required is the same as for the District in which located.

Special Permit - as authorized by the Zoning Resolution \$150

Any person requesting deferral of a zoning case or a conditional use case shall be charged a fee of \$50 at such time that the deferral is granted to cover administrative costs.

A written receipt shall be issued to the person making such a payment and records thereof shall be kept in a manner as prescribed by law. ~~No fee shall be required when said application is submitted by any department of the City, County, State or Federal Government.~~

() Published in The Wichita Beacon, February 8, 1980

OFFICIAL NOTICE

TO WHOM IT MAY CONCERN AND TO ALL PERSONS INTERESTED.

NOTICE IS HEREBY GIVEN, that on Thursday, February 28, 1980, the Wichita-Sedgwick County Metropolitan Area Planning Commission, in the City Commission Meeting Room, First Floor, City Hall, 455 North Main, Wichita, Kansas, at 1:30 p.m., will consider the following changes to the Zoning Resolution of Sedgwick County, Kansas:

That Section 13 (Board of Zoning Appeals) be amended to change the filing fees for applications therefore; and

That Section 14 (Administration) providing for the filing fees for changes in the zoning classification or districts and amending the fees therefore.

Copies of the proposed amendments are available upon request from the Wichita-Sedgwick County Metropolitan Area Planning Department, Tenth Floor, 455 North Main, Wichita, Kansas.

The proposed amendment will there be discussed and considered by the said Wichita-Sedgwick County Metropolitan Area Planning Commission, and all persons interested in said matter will be heard at this time concerning their views and wishes, and any protest against any of the provisions of the proposed changes to the Sedgwick County Zoning Resolution will be considered by the Commission as by law provided.

WITNESS my hand and seal this 5th day of February, 1980.

Robert A. Lakin, Secretary
Wichita-Sedgwick County
Metropolitan Area Planning
Commission

(SEAL)

WICHITA-SEDGWICK COUNTY

DATE

December 28, 1979

METROPOLITAN AREA PLANNING DEPARTMENT

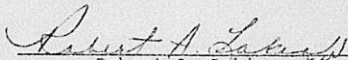
TO Metropolitan Area Planning Commission
FROM Robert A. Lakin, Director of Planning
SUBJECT Fee Revisions

During the last budget session we were instructed to examine our fees and increase them by approximately 40,000 dollars. One justification for increasing fees is that they have not been increased since 1966 while inflation has more than doubled. During that period the costs for processing a zone change have risen from \$112.84 to \$258.58; platting costs have risen from \$70.87 to \$328.91; vacation costs have risen from \$43.96 to \$93.73; conditional use permit costs have risen from \$84.42 to \$235.95; C.U.P. costs have risen from \$287.38 to \$811.74; and BZA case costs have risen from \$78.02 to \$204.87.

As a basis for reexamining fees, we have attempted to assign costs to each procedure based on the time spent by staff and direct costs (printing, postage) in handling an "average" case. No costs have been assigned to cover purchase of equipment such as typewriters, cameras, etc. Neither is any rent or prorated overhead for office administration assigned.

Our final recommendations are not completed as to fees. The cost information is being shared with you at the Commission's request. At our work session I will be prepared to furnish recommendations as to fees and show you how this might impact the various categories of projects. In general, I believe these activities should carry fees sufficient to pay their own way as they are specific services for individuals. As to plats, I am thinking of fees at the submission of a sketch, preliminary and final plat rather than a large lump fee to cover all at the beginning. This would take into account the simple one lot final only plats, and the more complex plats. The result would be a fairer fee in my opinion.

After the work session, I would like to proceed to advertise, where needed, for public hearing on the various fee schedules. Other changes, i.e., vacations, can be approved by formal action of the MAPC and the governing bodies.


Robert A. Lakin
Director of Planning

RAL:rme
Attachments

cc: John Philbrick, County Department of Administration
Glen Dockery, Research and Budget Officer

DRAFT #2

TABLE 1

LOT SPLIT

Action	Personnel	Time Hours	Salary* Hourly	Estimated Cost
Receiving application - includes reviewing application for legal description; also preapplication conference	JP	1/2	\$12.41	\$ 6.20
Logging in application, setting up file, filing	Sec.II	1/2	8.23	4.12
Conferences, interdepartmental and with applicant	JP	2-1/2	12.41	31.02
Staff Review - includes intra-MAPD staff conferences	CP	1/4	20.86	5.22
	SP	1/4	13.07	3.27
	JP	1-3/4	12.41	21.72
Follow-up correspondence, and final letter to City Clerk	JP	1-1/2	12.41	18.62
	Sec.II	1/2	8.90	4.45
Materials, postage, xeroxing				2.50
		7.75		\$97.12

* 1980 Salaries plus benefits and burden rate.

NOTE: Lot splits for land zoned industrial will generally require higher amounts of time.

LOT SPLIT

Time and cost estimates, shown in Table _____ reflect a lot split in a residential area. No major problems such as access or utility service to the new created lots would have to be resolved. Generally, commercial lot splits will take slightly longer. Industrial lot splits, likewise, will take additional time due to increased size of the original lot, drainage problems, utility service, etc.

VACATION

DRAFT
#2

TABLE 2

Action	Personnel	Time Hours	Salary* Hourly	Estimated Cost
Receiving application - includes reviewing application for legal description, ownership list, and addresses; also preapplication conference with applicant.	JP	1/4	\$12.41	\$ 3.10
Logging in application, posting cards, setting up files and filing	Sec. II	1/2	8.90	4.45
Post to atlas, map creation, slide preparation	PA III	3/4	10.85	8.14
Conferences - Interdepartmental and with applicant	SP JP	1/4 1/2	13.07 12.41	3.27 6.20
Notices, agendas and mailouts	Sec. II	1	8.90	8.90
Staff review	CP SP	1/4 3/4	20.86 13.07	5.22 9.80
Correspondence, reports and final letters	SP Sec. II	1/2 1	13.07 8.90	6.54 8.90
Hearings - Subdivision Committee, MAPC, BCC or BCoC includes preparation, actual meeting time, drafting of ordinance, referral sheets; taking, drafting, and typing of minutes, etc.	Dir/CP SP Sec. II	1/4 1/4 3/4	20.86 13.07 8.90	5.22 3.27 6.68
Map updating, posting on official base maps and zoning maps	PA III	3/4	9.92	7.44
Materials, postage, xeroxing, slides				6.60
		7.75		\$93.73

* 1980 Salaries including benefits and burden rate

NOTE: Times reflect a "typical" vacation of easement or setback. Time for street or alley vacation would be higher.

VACATION

Approximately 7.75 hours are needed to process a typical easement or setback vacation. Estimated cost, as shown in Table ____, to process a vacation request is \$93.73. Generally the process of setback or easement vacations take less processing time than street or alley vacations. This is due in part to the amount of area covered, number of adjoining properties affected, increased interdepartmental conferences and additional notices. As in all tables, a "typical" application was used in determining estimated time and cost since a few cases will take a minimum of time to process while others will take considerably longer due to protest, size, drainage problems, amended applications, etc.

SMALL TRACT PLAT

DRAFT
#2

TABLE 3A

Action	Personnel	Time Hours	Salary* Hourly	Estimated Costs
Receiving application, reviewing application for completeness and preapplication conference	JP	1	12.41	\$ 12.41
Logging in application, posting cards setting up file, filing	Sec.II	1	8.90	8.90
Posting to atlas, map creation, slide preparation	PA III	3/4	10.85	8.14
Conferences - Interdepartment	SP	1/2	13.07	6.53
	JP	1-1/2	12.41	18.62
Conferences - with applicant	CP	1/2	20.86	10.43
	SP	1	13.07	13.07
	JP	1/2	12.41	6.20
Staff review includes intra-MAPD staff conferences	CP	1/2	20.86	10.43
	SP	3	13.07	39.21
	JP	2	12.41	24.82
Reports, followup correspondence, final letters agendas, mailouts, folding plats, etc.	CP	1/4	20.86	5.22
	SP	2	13.07	26.14
	JP	2	12.41	24.82
	Sec.II	3	8.90	26.70
Hearings, Subdivision Committee (twice) MAPC BCC or BcoC includes preparation, actual meeting time, taking, typing and editing minutes, etc.	Dir/CP	3/4	20.86	15.65
	SP	1	13.07	13.07
	JP	1	12.41	12.41
	Sec.II minutes	2	8.90	17.80
Updating of official base maps and zoning maps	PA III	2	9.92	19.84
Prints for department				2.00
Materials, postage, zexxing				6.50
			<u>26.26</u>	<u>\$328.91</u>

* 1980 Salaries plus benefits and burden rate

Note: Small tract plats are residential with less than 30 lots and less than 10 acres or commercial with less than 5 acres.

DRAFT

The time and cost estimates shown in Table A reflect a small acre (less than 10 acres for residential, or less 5 acres for commercial) plat that can be filed without a sketch plat under provisions of the subdivision regulations. The filing of a small tract plat allows the developer to reduce his or her costs somewhat. Costs to MAPD also run less since the area to be reviewed is less than 10 acres. Generally, the problems associated with a small tract plat, drainage, access, utilities, etc., are not as severe and do not require as much time to resolve as those encountered in a plat encompassing 100 acres.

DRAFT #2

TABLE 3 B

SKETCH PLAT

Action	Personnel	Time Hours	Salaries* Hourly	Estimated Costs
Receiving application - includes reviewing application for completeness and also preapplication conference	JP	1/2	\$12.41	6.20
Logging in application, posting cards, setting up file, filing, etc.	Sec.II	1/2	8.90	4.45
Post to Atlas, map creation	PA III	1/2	10.85	5.43
Conferences - Interdepartment	SP	1/4	13.07	3.27
	JP	1	12.41	12.41
Conferences - with applicant	SP	3/4	13.07	9.80
	JP	1/2	12.41	6.20
Staff Review includes intra MAPD-staff conferences	CP	1/2	20.86	10.43
	SP	2	13.07	26.14
	JP	2	12.41	24.82
Reports, followup correspondence, agendas, mail-outs folding plats, etc.	SP	1/2	13.07	6.54
	JP	1/2	12.41	6.20
	Sec.II	1	8.90	8.90
Materials, postages, zeroxing				2.50
		<u>10.5</u>		<u>\$133.29</u>

* 1980 Salaries plus benefits and burden rate
 Note: The time shown for the sketch, preliminary and final plats reflect a twenty acre, 50-70 lot plat. Times would be higher for plats with more acres.

DRAFT #2

TABLE 3C

PRELIMINARY PLAT

Action	Personnel	Time Hours	Salary* Hourly	Estimated Costs
Receiving plat - brief review and conference with applicant	JP	1/4	\$12.41	\$ 3.10
Map creation and slide preparation	PA III	1/2	10.85	5.43
Logging, posting cards, filing	Sec.II	1/2	8.90	4.45
Conferences - Interdepartment	SP	1/2	13.07	6.54
Conferences - with applicant	JP	3/4	12.41	9.31
	CP	1/2	20.86	10.43
	SP	1	13.07	13.07
	JP	1/4	12.41	3.10
Staff review includes intra-MAPD staff conferences	CP	1/2	20.86	10.43
	SP	2-1/2	13.07	32.68
	JP	2	12.41	24.82
Reports, followup correspondence, mailouts, agendas, folding of plats, etc.	CP	1/4	20.86	5.22
	SP	2	13.07	26.14
	JP	2	12.41	24.82
	Sec.II	3	8.90	26.70
Hearings - Subdivision Committee - includes preparation, actual meeting time, taking, typing and editing minutes, etc.	CP	1/2	20.86	10.43
	SP	1/2	13.07	6.54
	JP	1/2	12.41	6.20
	Sec.II	1/2	8.90	4.45
Materials, postage, zeroxing				3.00
		<u>18.5</u>		<u>236.86</u>

* 1980 Salaries plus benefits and burden rate

FINAL PLATS

DRAFT TABLE 30
#2

Action	Personnel	Time Hours	Salary* Hourly	Estimated Costs
Receiving and logging in, posting cards, filing	Sec. II	1/2	8.90	4.45
Conferences - Interdepartmental	SP	1/4	13.07	3.27
	JP	1/4	12.41	3.10
Conferences - with applicant	SP	1/2	13.07	6.54
	JP	1/2	12.41	6.20
Staff review includes intra-MPAD staff conferences	CP	1/4	20.86	5.22
	SP	3/4	13.07	6.54
	JP	1-1/4	12.41	12.41
Reports, follow up correspondence, final letters agendas, mailouts, folding plats, closing files etc.	CP	1/4	20.86	5.23
	SP	1/2	13.07	6.54
	JP	1/2	12.41	6.20
	Sec. II	2	8.90	17.80
Hearings, Subdivision Committee, MAPC, BCC or BCoC - includes preparation, actual meeting time, taking, typing and editing minutes, etc.	Dir/CP	1/4	20.86	5.23
	SP	1/2	13.07	6.14
	JP	1/2	12.41	6.20
	Sec. II	1/2	8.90	4.45
Updating official base maps and zoning maps	PA III	2-3/4	9.92	27.28
Prints for department files				2.00
Materials, postage, zeroxing				3.75
		<u>12.00</u>		<u>\$138.95</u>
Total for Sketch		10.5		133.29
Total for Preliminary		18.5		236.86
Total for Final		<u>12.0</u>		<u>138.95</u>
Grand Total		41		509.10

* 1980 Salaries plus benefits and burden rate

DRAFT

Tables 3B through 3D show the estimated time and cost attributable to the processing of a residential twenty acre, 50-70 lot, plat. The time and costs are broken down into the three phases of plat review, sketch (Table ____), preliminary (Table ____), and final (Table ____). Total estimated time is 41 hours with a cost of \$509.10 to process a plat from the time an application is filed until it is recorded. In estimating the processing time, it was assumed that there would not be any major drainage problems or other substantial difficulties in providing service to the site.

In most cases there would not be a significant difference in time to process a twenty acre residential plat or a twenty acre commercial plat. Factors that would increase processing time of plats, including industrial, include drainage, utilities and other problems unique to the site, not the development. These problems would result in an increase of time spent by MAPD staff conferring with other departments and the applicant.

TYPICAL ZONE CASE

DRAFT
#2

TABLE 4

Action	Personnel	Time Hours	Salary* Hourly	Estimated Costs
Preapplication conferences with applicant	CP	1/2	\$ 20.86	\$ 10.43
	JP	3/4	13.83	10.37
Receiving application - includes review of application for legal description, ownership list, addresses, etc.	JP	1/4	13.83	3.46
Logging in application, setting up file, posting cards and filing	Sec. II	1	8.23	8.23
Post to Atlas and map creation	PA III	1/2	10.85	5.43
Field check, take pictures and slide preparation	PA III	1	10.85	10.85
Typing, mailing and filing notice of hearings, legal notices and ordinances	Sec. II	2	8.23	16.46
Conferences - interdepartmental	JP	1/2	13.83	6.92
Staff review - includes historical research, surrounding land use and zoning, intrastaff conferences	CP	1/2	20.86	10.43
	JP	1-1/2	13.83	20.75
Reports, follow-up correspondence, agendas, final letters, drafting ordinances	CP	1/2	20.86	10.43
	JP	3	13.83	41.49
	Sec. II	2-1/2	8.23	20.58
Hearings - MAPC and BCC, or BCoC includes preparations, actual meeting time, referral sheets; taking, typing and editing minutes, etc.	Dir.	1/2	26.07	13.04
	CP	3/4	20.86	15.65
	JP	1/4	13.83	6.92
	Adm. Sec.	1	9.74	9.74
Updating official zoning maps	PA III	1	9.92	9.92
Materials, supplies, postage, xeroxing, slides, etc.				13.28
Mileage - 50¢ an hour and 17¢ a mile (for field check, taking slides)				4.20
Legal Publications				10.00
		18		\$258.58

* 1980 Salaries plus benefits and burden rates
 NOTE: "Typical" zoning case "AA" to "BB" or "LC", approximately 2 acres, no major protest of surrounding property owners.

NOTE: Generally County Zoning Case would require similar amounts of time. However, in many cases the Chief Planner is required to spend 2-3 hours driving to and attending Planning Commission meeting of the small cities. This also increases mileage costs. Some additional time is also spent by Graphic personnel preparing maps.

ZONING

Table _____ reflects the estimated time and cost to process an application to rezone a two acre area from "AA" to "BB" or "LC". In determining the time, it was assumed that there would not be any large amount of protest by surrounding property owners. Many times there is protest and staff spends additional time talking to property owners prior to the MAPC hearing, talking to the applicant, and in processing protest petitions. In addition, MAPC meeting time would be increased if there are people present speaking for or against the application at the MAPC meeting. Thus, the estimates for time and cost reflect a relatively simple case and do not take into account those cases such as Central State Bank that require extreme amounts of time.

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Costs and times shown in Table ___ reflect a rezoning case that encompasses approximately two acres. Times would be about the same whether the case was inside Wichita or in the county with the exception of driving and meeting time required of the Chief Planner to attend Planning Commission meetings of the smaller cities. It was assumed, in estimating time requirements, that there would not be a large amount of protest; although one or two people could be expected to call the MAPD and/or speak at the MAPC meeting. Time required to process an application for an area less than one acre could involve somewhat less time, however, the time required for many of the actions, such as notices, meeting time and agendas, would not be reduced.

Rezoning applications, other than to "LC" or "C" will, on the average, take slightly less time since there tend to be fewer protesters for residential requests. However, many of the actions require the same amount of time to accomplish no matter what zoning classification is requested.

CUP

DRAFT
#2

TABLE 5

Action	Personnel	Time Hours	Salary* Hourly	Estimated Costs
Preapplication conferences with applicant	CP	2	\$ 20.86	\$ 41.72
	JP	3	11.99	32.97
Receiving application - includes review for legal description, ownership lists, addresses, etc.	JP	1/4	11.99	3.00
Logging in application, posting cards, setting up file and filing	Sec. II	1	8.23	8.23
Post to atlas, map creation	PA III	1/2	10.85	5.43
Field check, take pictures and slide preparations	CP	1	20.86	20.86
	PA III	1	10.85	10.85
Notices, agendas and mailouts	Sec. II	2	8.23	16.46
Review of preliminary plans and correspondence - includes intrastaff conferences	CP	2	20.86	41.72
	JP	18	11.99	215.82
Review of revised plans includes intrastaff conferences	CP	1	20.86	20.86
	JP	3	11.99	35.97
Review of landscape plan includes intrastaff conferences	CP	1/4	20.86	5.22
	PP	2	17.73	35.46
	JP	1/4	11.99	3.00
Conferences - interdepartmental with applicant	JP	2	11.99	23.98
	CP	1/2	20.86	10.43
	PP	1/2	17.73	17.73
	JP	2	11.99	23.98
Reports, follow-up correspondence and final letters	CP	1-1/2	20.86	31.29
	PP	1/4	17.73	4.43
	JP	7	11.99	83.93
	Sec. II	2	8.23	16.46
Hearings, MAPC, BCC or BCOC Includes preparation, actual meeting time, referral sheets; taking, typing and editing minutes, etc.	Dir.	1	26.07	26.07
	CP	1	20.86	20.86
	JP	1/2	11.99	6.00
	Adm. Sec.	1	9.74	9.74

CUP

Action	Personnel	Time Hours	Salary* Hourly \$	Estimated Costs \$
Update official zoning maps	PA III	1/4	9.92	2.48
Materials, postage, xeroxing, slides				22.13
Mileage @ 50¢ hr. & 17¢ mile				4.66
Legal publications for notices				10.00
		56.25		\$811.74

* 1980 Salaries plus benefits and burden rate.

NOTE: This reflects a 15 acre original commercial C.U.P. with no major opposition. Requires rezoning and platting.

CUP

A commercial Community Unit Plan, approximately 15 acres in size, will take approximately 56.25 hours to process. Estimated cost is \$811.74, as shown in Table _____. In processing a C.U.P., a substantial amount of time is required to review the proposed plans and then meeting with the applicant to discuss the C.U.P. In addition, C.U.P.'s require additional MAPC meeting time due to the size of the C.U.P., explanation by staff of the C.U.P. provisions and presentation by the applicant. Generally, a C.U.P. covers an area that requires sending notices to all property owners in a 1000 foot radius, which increases secretarial time and also increases the possibility of protest. A residential C.U.P. proposing apartments around a sand pit would take approximately the same amount of time.

DRAFT #2 TABLE 6

BOARD OF ZONING APPEALS

Action	Personnel	Time Hours	Salary* Hourly	Estimated Costs
Preapplication conference with applicant	SAZ**	1/2	\$18.74	9.37
	JP	1/4	14.01	3.50
Receiving application - includes review application for legal description, ownership list, addresses, etc.	JP	1/4	14.01	3.50
Logging in application, setting up files, filing notices, agendas, mailouts Posting atlas, map creation, slide preparation	Sec.II	1/2	7.58	3.79
	Sec.II	3/4	7.58	5.69
	PA III	1	10.85	10.85
Inspect site	SAZ	3/4	18.74	14.06
Conferences - with applicant	SAZ	1/4	18.74	4.69
	JP	2	14.01	7.00
Staff review - includes intrastaff conferences, research, etc.	SAZ	1/2	18.74	9.37
	JP	2	14.01	28.02
Reports, followup correspondence, and final letters	SAZ	1/4	18.74	4.69
	JP	2	14.01	28.02
	Sec.II	1	7.58	7.58
BZA meetings - includes preparation, actual meeting time and taking minutes	CP	1/2	20.86	5.22
	SAZ	1/2	18.74	9.37
	Sec.II	1/2	7.58	3.79
Preparation of BZA Resolution - includes drafting and editing minutes	CP	1/4	20.86	5.22
	SAZ	1/2	18.74	4.69
	JP	1	14.01	14.01
	Sec.II	1	7.58	3.79
Legal Publications				7.50
Mileage at 50¢ an hour and 17¢ per mile				2.30
Materials, postage, zeroxing, slides				8.85
		16.5		\$204.87

* 1980 Salaries plus benefits and burden rate

** Special Assistant for Zoning

Note: This reflects a typical variance application

DRAFT

Table ____ shows the times and costs incurred in the processing of a typical application requesting a variance of the off-street parking requirements. Requests for exceptions take approximately the same amount of time as a variance. However, it should be remembered that some cases will require a substantial amount of time to process due to unique circumstances. Conversely, some cases, such as a variance of a setback line, will take relatively little time to process. In all cases there is a certain amount of time required to receive and log in the application, prepare and mail notices, and present at the BZA meeting.

COUNTY CONDITIONAL USE PERMIT

DRAFT #2

TABLE 7

Action	Personnel	Time Hours	Salary* Hourly	Estimated Costs
Preapplication conference with applicant	CP	1/2	\$20.86	10.43
	JP	1/2	14.01	7.00
Receiving application - includes review of application for legal description, ownership list, addresses, etc.	JP	1/4	14.01	3.50
Logging in application, posting cards, setting up file, filing, notices, agendas, mailouts	Sec.II	1	8.23	8.23
	Sec.II	1	8.23	8.23
Post to atlas, map creation, slide preparation Filed check for land use and taking photographs of area	PA III	1/2	10.85	5.43
	PA III	3/4	10.85	8.14
Conferences - Interdepartmental Conferences - with applicant	JP	1/2	14.01	7.00
	CP	1/2	20.85	10.43
	JP	1	14.01	14.01
Staff review includes intra staff conferences, research etc.	CP	1/4	20.86	5.22
	JP	2	14.01	28.02
Reports, followup correspondence, final letters	CP	1/2	20.86	10.43
	JP	2	14.01	28.02
	Sec.II	2	8.23	16.46
Hearings MAPC and BCoC, includes, preparation actual meeting time, referral sheets, taking, typing and editing minutes, etc	Dir	3/4	26.07	19.55
	CP	3/4	20.86	15.65
	JP	1/4	14.01	3.50
	Adm.Sec	1	9.74	9.74
Legal publications				10.00
Mileage at 50¢ hour and 17¢ per mile				6.96
		16		\$235.95

* 1980 Salaries plus benefits and burden rate

Note: This reflects a typical conditional use application for a 4 acre mobile home park in a "AA" district.

HISTORIC LANDMARK DESIGNATION

DRAFT #2 TABLE 8

Action	Personnel	Time Hours	Salary* Hourly	Estimated Costs
Preapplication conference with applicant	PP	1/2	\$ 17.73	\$ 8.86
Receiving application - includes review of application for legal description, ownership list, addresses, etc.	PP	1/4	18.83	4.43
Logging in application, posting cards, setting up files, filing	Sec. II	1	8.23	8.23
Post to Atlas, map creation, slide preparation	PA III	1	10.85	10.85
Field check for land use, taking photographs	PP	1/2	17.73	8.86
	PA III	1/2	10.85	5.43
Conferences - interdepartmental with applicant	PP	1/2	17.73	8.86
	CP	1/2	20.86	10.43
	PP	1/2	17.73	8.86
Staff review - includes research and intrastaff conferences	CP	1/4	20.86	5.22
	PP	2	17.73	35.46
Reports, follow-up correspondence, final letters	CP	1/4	20.86	10.43
	PP	1	17.73	17.73
	Sec. II	1-1/2	8.23	12.35
Notice of hearing, agendas, mailouts	Sec. II	1-1/2	8.23	12.35
Hearings - MAPC, BCC or BCoC - includes preparation, actual meeting time, referral sheets, legal notices and ordinances; taking, typing and editing minutes.	Dir.	1/2	26.07	13.04
	CP	1/2	20.86	10.43
	JP	1/2	13.83	6.92
	Adm. Sec.	1	9.74	9.74
Updating official maps	PA III	1/2	9.92	4.96
Materials, postage, xeroxing, slides				13.28
Mileage at 50¢ hour and 17¢ per mile				2.10
Publications				10.00
		14.75		\$238.82

* 1980 Salary plus benefits and burden rate.

NOTE: Times reflect a typical application for a one or two lot area.

SPECIAL PERMIT

DRAFT
#2

TABLE 9

Action	Personnel	Time Hours	Salary* Hourly	Estimated Costs
Preapplication conference with applicant	CP	1/2	\$ 20.86	\$ 10.43
	JP	1/2	14.01	7.00
Receiving application - includes review of application for legal description, ownership lists, addresses, etc.	JP	1/4	14.01	3.50
Logging in application, posting cards, setting up file, filing, etc.	Sec. II	1	8.23	8.23
Post to Atlas, map creation, slide preparation	PA III	1	10.85	10.85
Conferences - interdepartmental with applicant	JP	1/2	14.01	7.00
	CP	1/4	20.86	5.22
	JP	1/4	14.01	3.50
Staff review-includes research and intra-staff conferences	CP	1/4	20.86	5.22
	JP	1-1/2	14.01	21.02
Reports, follow-up correspondence, final letters, agendas, mailouts, notices, etc.	CP	1/2	20.86	10.43
	JP	1-1/2	14.01	21.02
	Sec. II	3	8.23	24.69
Hearings, MAPC and BCC - includes preparation, actual meeting time, referral sheets; taking, typing and editing minutes	Dir.	1/2	26.07	13.04
	CP	1/2	20.86	10.43
	JP	1/2	14.01	7.00
	Adm. Sec.	1	9.74	9.74
Updating official maps	PA III	1/4	9.92	2.48
Materials, postage, xeroxing, slides, etc.				3.75
		13.75		\$184.55

* 1980 Salary plus benefits and burden rate.

NOTE: This reflects the time used to process a special permit request for a neighborhood swimming pool in an "AA" district, or an auto salvage yard in an "E" district.

WICHITA-SEDGWICK COUNTY

DATE

January 10, 1980

METROPOLITAN AREA PLANNING DEPARTMENT


TO Metropolitan Area Planning Commission
FROM Robert A. Lakin, Director of Planning
SUBJECT Proposed Fee Increases

The attached tables reflect proposed fees discussed at the informal MAPC meeting on January 3, 1980. Table 1 shows the average cost for each type of application. During discussions of the proposed fees as they relate to costs, it should be remembered that there will be specific cases that will take less time and money, or more, to process. However, average costs were used in an attempt to arrive at a relatively equitable fee.

Table 2 is a list of proposed fees for all types of applications. The fees represent some of the consensus reached at the last MAPC informal meeting. They are not to represent final MAPD recommendations but are for discussion purposes.

Estimated revenue for the various types of applications, based on 1978 applications, is shown in Table 3. Also shown is the estimated total cost per category. As can readily be seen, the current fees only fund approximately 37% of the estimated cost. The estimated revenue would be lower if governmental agencies are not charged a fee, if platting fees are reduced when platting is a condition of zoning, or if the composition of the applications change.

Tables 4 and 5 show additional examples of the effects the proposed fees would have on zoning application and platting.


Robert A. Lakin
Director of Planning

RAL:ADC:e1
Attachments

Table 1

SUMMARY OF AVERAGE COST

	<u>HOURS</u>	<u>ESTIMATED COST</u>
Lot Split	7.75	\$ 97.12
Vacation	7.75	93.73
Final only Plat	26.25	328.91
Conventional Platting		
Sketch	10.5	133.29
Preliminary	18.5	236.86
Final	12.0	138.95
	<hr/>	<hr/>
TOTAL	41	\$509.10
Zoning	18	258.58
C.U.P.	56.25	811.74
BZA	16.5	204.87
County Conditional Use	16	235.95
Historic Landmark Designation	14.75	238.82
Special Permit	13.75	184.55

NOTE: Breakdown by personnel and action is available at the MAPD.

Table 2a

PROPOSED FEES

Lot Splits	\$100		
Vacation	\$100		
Plats			
Final only - 3 acres or less	\$250	over 3 acres	\$400
Sketch (payable when sketch plat is filed)	\$100		
Preliminary or Final except Industrial	\$ 5	per lot	
	\$ 5	per acre	

NOTE: Whenever a preliminary plat is finalized in portions, each final after the first would be assessed a \$100 fee for administrative purposes.

If, in the opinion of the Director of Planning, any revision on the preliminary plat after it has been approved by the subdivision committee substantially affects the plat, a \$100 fee will be charged. Any revisions that, in the opinion of the Planning Director, constitute a new preliminary plat, will be charged \$5 per lot.

Table 2b

ZONING

City	0-3 Acres	Over 3 to 6 Acres	Over 6 to 15 Acres	Over 15 Acres
"AA", "A", "R-5"	100	600	800	1000
"RB": "R-6", "U"	200	600	800	1000
"G"	N/A	600	800	1000
"B", "BB"	300	600	800	1000
"LC", "C", "D", "E", "F"	400	600	800	1000
County				
"R", "R-1", "AA"	100	600	800	1000
"BB"	300	600	800	1000
"LC", "C", "E", "F"	400	600	800	1000

County Conditional Use

Same fee as required for the district in which the proposed Conditional Use is located. Except when a rezoning application and a conditional use application are filed together, the fee shall be only the higher fee.

Any requests for deferral will be charged \$50 to cover costs of readvertising and mailing new notices.

Table 2c

	<u>Up to 40 Acres</u>	<u>Over 40 Acres</u>
C.U.P. - Residential original	\$500	\$5 per acre
Major amendment	500	N/A
Minor amendment	200	N/A
	<u>Up to 15 Acres</u>	<u>Over 15 Acres</u>
- Commercial original		
if filed with rezoning application	\$200	\$5 per acre
if filed separately	500	5 per acre
Major amendment design or use change affecting over 50% of area	500	N/A
Minor amendment design or use change affecting over 50% or less of area	200	N/A
Historical Landmark		
Single zoning Lot	\$100	
District	\$250	plus \$1 per zoning lot
Special Permit by B.C.C. or B.Co.C.	\$150	
BZA - City and County		
Appeals	\$ 50	
Variance for residential uses	75	
All others	150	
Exceptions	200	

Table 3

ESTIMATED REVENUE

<u>Action</u>	<u>No. of 1978 Cases</u>	<u>Estimated* Average Cost</u>	<u>Total Cost</u>	<u>1978 Revenue</u>	<u>Estimated Revenue Using Proposed Fees</u>
Lot Splits	50	\$ 97.12	\$ 4,856	\$ 1,000	\$ 5,000
Vacations	47	93.73	4,405	2,850	4,700
Plats					
Sketch only	8	133.29	1,066	-	800
Small Tract-Up to 3 Acres	53	-	-	-	13,250
-Over 3 Acres	13	-	-	-	5,200
	<u>TOTAL</u>	<u>66</u>	<u>\$328.91</u>	<u>\$ 21,708</u>	<u>\$ 3,639</u>
Conventional	53	-	-	-	21,910
Industrial	6	-	-	-	1,642
	<u>TOTAL</u>	<u>50</u>	<u>\$509.10</u>	<u>\$30,037</u>	<u>\$12,803</u>
City and County Zone Up to 3 Acres -					
"R", "R-1", "AA", "A", "R-5"	19				\$ 1,900
"RB", "R-6, "U"	13				2,600
"B", "BB"	13				3,900
"LC", "C", "D", "E", "F"	31				12,400
Over 3 to 6 Acres	14				8,400
Over 6 to 15 Acres	3				2,400
Over 15 Acres	18				18,000
	<u>TOTAL</u>	<u>111</u>	<u>\$258.58</u>	<u>\$28,702</u>	<u>\$16,980</u>
					<u>\$49,600</u>

Table 3
Page 2

<u>Action</u>	<u>No. of 1978 Cases</u>	<u>Estimated* Average Cost</u>	<u>Total Cost</u>	<u>1978 Revenue</u>	<u>Estimated Revenue Using Proposed Fees</u>
County Conditional Use					
Up to 3 Acres -					
"R", "R-1", "AA", Multiple Family, Mobile Home Parks, Extraction	1				\$ 200
"RB", "LC", "C", "E", "F"	2				800
Over 3 to 6 Acres	1				600
Over 6 to 15 Acres	1				800
Over 15 Acres	4				4,000
TOTAL	9	\$235.95	\$ 2,124	\$ 1,020	\$ 6,400
CUP					
Residential	4	\$811.74	\$ 3,247	\$ 800	\$ 2,322
Commercial - Original	4	811.74	3,247	-	1,005
Major amendment	2	600.00	1,200	800	1,000
Minor amendment	2	400.00	800	800	400
TOTAL			\$ 8,484	\$ 2,400	\$ 4,727
Historical Landmark (Assume 6 were single zoning lots; 4 were for districts with 50 zoning lots.)	10	\$238.82	\$ 2,388	\$ -	\$ 1,800
Special Permit - BCC or BCoC	12	\$184.55	\$ 2,215	\$ -	\$ 1,800

Table 3
Page 3

<u>Action</u>	<u>No. of 1978 Cases</u>	<u>Estimated* Average Cost</u>	<u>Total Cost</u>	<u>1978 Revenue</u>	<u>Estimated Revenue Using Proposed Fees</u>
BZA					
Appeals	0	\$	\$	\$	\$
Variances - Residential Use	12				900
- All other	24				3,600
Exceptions	19				3,800
	<u>55</u>	<u>\$204.87</u>	<u>\$11,268</u>	<u>\$ 2,750</u>	<u>\$ 8,300</u>
TOTAL					
GRAND TOTAL			\$117,253	\$43,442	\$125,126

NOTE: Includes full platting fee when a condition of rezoning.
Includes charging fees to all governmental agencies.

* Breakdown by personnel and action is available at the MAPD.

Table 4

EXAMPLES OF ZONING COSTS

				<u>Total Estimated Cost</u>
1.	"AA" to "A"	.46 Acres	No platting required	\$ 258
	Current fee	\$ 70		
	Proposed fee	\$100		
2.	"AA" to "R-5"	8.2 Acres	Replatting required 3 Lots	\$ 586
	Current fee	Zoning \$140	Platting \$56 Total \$ 196	
	Proposed fee	Zoning \$800	Platting-final only \$400 Total \$1,200	
3.	"A" to "BB"	3.4 Acres (changed to "B")	Replatting required 1 Lot	\$ 586
	Current fee	Zoning \$140	Platting-final only \$ 50 Total \$190	
	Proposed fee	Zoning \$600	Platting-final only \$400 Total \$1,000	
4.	"AA" to "E"	25 Acres	Platting required 1 Lot	\$ 767
	Current fee	Zoning \$400	Platting \$50 Total \$450	
	Proposed fee	Zoning \$1,000	Platting \$170 Total \$1,170	
5.	"AA" to "C"	17.2 Acres	Platting required 1 Lot CUP required	\$1,589
	Current fee	Zoning \$400 CUP \$0	Platting \$50 Total \$450	
	Proposed fee	Zoning \$1,000 CUP \$210	Platting \$100 Total \$1,310	

EXAMPLES OF PLATTING COSTS

1.	3.5 Acres	1 Lot	Final only		Total Estimated Cost	\$328
	Current fee	\$50				
	Proposed fee	\$400				
2.	2.5 Acres	9 Lots			Total Estimated Cost	\$381
	Current fee	\$74				
	Proposed fee	\$140				
3.	38 Acres	88 Lots			Total Estimated Cost	\$509
	Current fee	\$311				
	Proposed fee	\$535				
4.	33 Acres	6 Lots	with CUP	No rezoning	Total Estimated Cost	\$1,320
	Current fee	CUP \$400	Platting \$65	Total	\$465	
	Proposed fee	CUP \$565	Platting \$125	Total	\$690	
5.	57.4 Acres	4 Lots	Industrial Plat	Required zoning	Total Est. Cost	\$767
	Current fee	\$400	Platting \$59	Total	\$459	
	Proposed fee	\$1,000	Platting \$385	Total	\$1,385	

Table 12

COUNTY

	1978 Cases (Number)	Current Fee	Fees Collected 1978	Proposed Fee	Potential Fee Revenue	\$ Amount Increase	Total Per Type
County Zone Changes							
"R", "R-1", "AA"	9	\$ 70	\$ 630	\$ 150	\$1,350	\$ 720	\$
"BB" - less than 6 acres	-	140	-	300	-	-	
More than 6 acres	-	140	-	400	-	-	
"LC", "C", "E", "F"-0-6 Acres	10	200	2,000	400	4,000	2,000	
6-15- Acres	-	400	-	600	-	-	
15-25 - Acres	-	400	-	800	-	-	
Over 25 Acres	2	400	800	1,000	2,000	1,200	
			\$3,430		\$7,350	\$3,920	3,920
Conditional Uses							
"R", "R-1", "AA" Multiple Fam., Mobile Home Parks, or Ex- traction	3	70	210	300	900	690	
"BB", "LC", "C", "E", "F" - less than 6 acres	3	200	600	400	1,200	600	
6-15 Acres	-	400	-	600	-	-	
15-25 Acres	-	400	-	800	-	-	
More than 25 Acres	-	400	-	1,000	-	-	
			\$1,020		\$2,550	\$1,530	1,530
Special Permits by BCoC							
		0	0	150	-	-	
							\$5,450

NOTE: Proposed fees generally reflect fees proposed by Eunice during budget.

SPECIAL PERMIT

DRAFT
#2

TABLE 9

Action	Personnel	Time Hours	Salary* Hourly	Estimated Costs
Preapplication conference with applicant	CP	1/2	\$ 20.86	\$ 10.43
	JP	1/2	14.01	7.00
Receiving application - includes review of application for legal description, ownership lists, addresses, etc.	JP	1/4	14.01	3.50
Logging in application, posting cards, setting up file, filing, etc.	Sec. II	1	8.23	8.23
Post to Atlas, map creation, slide preparation	PA III	1	10.85	10.85
Conferences - interdepartmental with applicant	JP	1/2	14.01	7.00
	CP	1/4	20.86	5.22
	JP	1/4	14.01	3.50
Staff review-includes research and intra-staff conferences	CP	1/4	20.86	5.22
	JP	1-1/2	14.01	21.02
Reports, follow-up correspondence, final letters, agendas, mailouts, notices, etc.	CP	1/2	20.86	10.43
	JP	1-1/2	14.01	21.02
	Sec. II	3	8.23	24.69
Hearings, MAPC and BCC - includes preparation, actual meeting time, referral sheets; taking, typing and editing minutes	Dir.	1/2	26.07	13.04
	CP	1/2	20.86	10.43
	JP	1/2	14.01	7.00
	Adm. Sec.	1	9.74	9.74
Updating official maps	PA III	1/4	9.92	2.48
Materials, postage, xeroxing, slides, etc.				3.75
		13.75		\$184.55

* 1980 Salary plus benefits and burden rate.

NOTE: This reflects the time used to process a special permit request for a neighborhood swimming pool in an "AA" district, or an auto salvage yard in an "E" district.

COUNTY CONDITIONAL USE PERMIT

DRAFT #2

TABLE 7

Action	Personnel	Time Hours	Salary* Hourly	Estimated Costs
Preapplication conference with applicant	CP	1/2	\$20.86	10.43
	JP	1/2	14.01	7.00
Receiving application - includes review of application for legal description, ownership list, addresses, etc.	JP	1/4	14.01	3.50
Logging in application, posting cards, setting up file, filing, notices, agendas, mailouts	Sec.II	1	8.23	8.23
	Sec.II	1	8.23	8.23
Post to atlas, map creation, slide preparation Filed check for land use and taking photographs of area	PA III	1/2	10.85	5.43
	PA III	3/4	10.85	8.14
Conferences - Interdepartmental	JP	1/2	14.01	7.00
Conferences - with applicant	CP	1/2	20.85	10.43
	JP	1	14.01	14.01
Staff review includes intra staff conferences, research etc.	CP	1/4	20.86	5.22
	JP	2	14.01	28.02
Reports, followup correspondence, final letters	CP	1/2	20.86	10.43
	JP	2	14.01	28.02
	Sec.II	2	8.23	16.46
Hearings MAPC and BCoC, includes, preparation actual meeting time, referral sheets, taking, typing and editing minutes, etc	Dir	3/4	26.07	19.55
	CP	3/4	20.86	15.65
	JP	1/4	14.01	3.50
	Adm.Sec	1	9.74	9.74
Legal publications				10.00
Mileage at 50¢ hour and 17¢ per mile				6.96
			<u>16</u>	<u>\$235.95</u>

*deduct 50¢
- 17¢
- 10.00*

* 1980 Salaries plus benefits and burden rate

Note: This reflects a typical conditional use application for a 4 acre mobile home park in a "AA" district.

CONDITIONAL USE PERMIT

1-1 draft Table 7

Action	Personnel	Time Hours	Salary*Incl. Benefits	Estimated Cost
Receiving and logging in application	JP	1/4	\$14.01	\$ 3.50
Posting cards, setting up file, filing	Sec.II	1	8.23	8.23
Post to Atlas and related activities	PA III	1/2	10.85	5.43
Inspect site in field	CP	3/4	20.86	15.65
Conferences-with applicant and inter-staff	CP	2	20.86	41.72
	JP	2	14.01	28.02
Staff review, reports and follow-up correspondence	CP	2	20.86	41.72
	JP	3	14.01	42.03
	Sec.II	2	8.23	16.46
MAPC meeting	Director	1/2	26.07	13.04
	CP	1/2	20.86	10.43
	JP	1/2	14.01	7.00
	Sec.II	1	8.23	8.23
	Adm.Sec.	1	9.74	9.74
BCoC meeting	Director	1/2	26.07	13.04
	CP	1/2	20.86	10.43
Legal publications				10.00
Mileage at 50¢ hr. and 17¢/mile				6.96
		18		\$291.63

* 1980 Salaries

1st Draft Table 6

BOARD OF ZONING APPEALS

Action	Personnel	Time Hours	Salary*Incl. Benefits	Estimated Cost
Receiving and logging in application	JP	1/4	\$14.01	\$ 3.50
Posting cards, setting up files, filing	Sec. II	2	7.58	15.16
Posting Atlas and related activities	PA III	1	10.85	10.85
Inspect site	SAZ**	1	18.74	18.74
Conferences-with applicant and interstaff	CP	1/4	20.86	5.42
	SAZ	1	18.74	18.74
	JP	1-1/2	14.01	21.02
Staff review, report and follow-up correspondence	SAZ	1/2	18.74	9.37
	JP	3-1/2	14.01	49.04
	Sec. II	1	7.58	7.58
BZA meeting and related activities	CP	1/4	20.86	5.42
	SAZ	1/2	18.74	9.37
	Sec. II	3/4	7.58	5.68
Preparation of BZA resolution	SAZ	1/4	18.74	4.69
	JP	1	14.01	14.01
	Sec. II	1/2	7.58	3.79
Legal publications				7.50
Mileage at 50¢ hr. and 17¢/mile				2.30
Materials and mailing costs				8.85
		15.25		\$221.03

* 1980 Salaries

** Special Agent for Zoning.

ESTIMATED COSTS FOR PROCESSING AN APPLICATION FOR ZONE CHANGE

No.	Nature of Process	Personnel	Time	Hourly Wage Ins. Benefits	Estimated Cost
1.	Conference with applicant	Chief Planner Junior Planner	1 hr. 1 hr.	\$ 18.2867 12.048	\$ 18.29 12.05
2.	Secretarial work (exclusive of report writing)	Secretary II	3 hrs.	6.4146	19.24
3.	Posting cards and files, filing	Included in item No. 2.			
4.	Post to atlas (related activities)	P.A. III	1/2 hr.	9.131	4.57
5.	Field check and take pictures	P.A. III	1 hr.	7.9635	7.96
6.	Zoning Committee field inspection	Senior Planner	1/2 hr.	12.10	6.05
7.	Staff conferences	Chief Planner Junior Planner	1/4 hr. 1/4 hr.	18.2867 12.048	4.57 3.01
8.	Planning Commission report	Chief Planner Junior Planner	1 hr. 2-1/2 hrs.	18.2867 12.048	4.57 30.12
9.	Presentation map preparation	P.A. III	1 hr.	7.9635	7.96
10.	Notices of hearing	Secretary II	1/2 hr.	6.4146	3.21
11.	MAPC meetings	Director Chief Planner Senior Planner Junior Planner Adm. Sec.	1/4 hr. 3/4 hr. 1/4 hr. 1 hr. 2-1/2 hrs.	23.0732 18.2867 12.10 12.048 8.1096	5.77 13.67 3.02 12.05 20.27
12.	Planning Commission correspondence	Secretary II.	2-1/2 hrs.	6.0803	15.20
13.	Legal notices and ordinances	Secretary II	1 hr.	6.4146	6.41
14.	City or County Commission referral sheets	Adm. Sec.	1/2 hr.	8.1096	4.05

ESTIMATED COSTS FOR PROCESSING AN APPLICATION FOR ZONE CHANGE (continued)

No.	Nature of Process	Personnel	Time	Hourly Wage Ins. Benefits	Estimated Cost
15.	BCC and Bcoc meetings	Director	1/2 hr.	\$ 23.0732	\$ 11.54
16.	Map updating	P.A. III	1 hr.	9.131	9.13
17.	Materials and mailing costs		<i>275</i>		13.28
18.	Mileage at 50¢/hr. and 17¢/mile				4.20
19.	Legal publications				<u>10.00</u>
Total					\$ 250.19

ESTIMATED COSTS FOR PROCESSING A BOARD OF ZONING APPEALS CASE

No.	Nature of Process	Personnel	Time	Hourly Wage Ins. Benefits	Estimated Cost
1.	Conference with applicant	Chief Planner Sp. Asst. Zoning Junior Planner	1/4 hr. 1/2 hr. 1 hr.	\$ 18.2867 16.3627 12.048	\$ 4.57 8.18 12.048
2.	Logging in application and notices	Secretary II	2 hrs.	6.0803	12.16
3.	Posting	P.A. III	1/2 hr.	9.131	4.57
4.	Inspect site in field	Sp. Asst. Zoning	1 hr.	16.3627	16.36
5.	Staff conference	Sp. Asst. Zoning Junior Planner	1/2 hr. 1/2 hr.	16.3627 12.048	16.36 6.02
6.	Staff report	Sp. Asst. Zoning Junior Planner	1/2 hr. 4 hrs.	16.3627 12.048	8.18 48.16
7.	BZA meeting	Chief Planner Sp. Asst. Zoning Secretary II	1/4 hr. 1 hr. 1 hr.	18.2867 16.3627 6.0803	4.57 16.26 6.08
8.	Preparation of BZA Resolution	Sp. Asst. Zoning Junior Planner Secretary II	1/4 hr. 1 hr. 1/2 hr.	16.3627 12.048 6.0803	4.09 12.05 3.04
9.	Legal publications				7.50
10.	Mileage at 50¢/hr. and 15¢/mile				2.10
11.	Materials and mailing costs				8.85
	Total				\$193.07

ESTIMATED COSTS FOR PROCESSING A CONDITIONAL USE PERMIT

No.	Nature of Process	Personnel	Time	Hourly Wage Ins. Benefits	Estimated Cost
1.	Conference with applicant	Chief Planner Junior Planner	1 hr. 1 hr.	\$ 18.2867 12.048	\$ 18.29 12.05
2.	Logging in application	Secretary II	1/2 hr.	6.0803	3.04
3.	Post to atlas (related activities)	P.A. III	1/2 hr.	9.131	4.57
4.	Inspect site in field	Chief Planner	1 hr.	18.2867	18.29
5.	Staff conference	Chief Planner Junior Planner	1 hr. 1 hr.	18.2867 12.048	18.29 12.05
6.	Staff report	Chief Planner Junior Planner	2 hrs. 4 hrs.	18.2867 12.048	36.57 48.19
7.	MAPC meeting	Director Secretary II Adm. Sec.	1 hr. 3 hrs. 1 hr.	23.0732 6.0803 8.1096	23.07 18.27 8.11
8.	BCoC meeting	Director Chief Planner	1 hr. 1 hr.	23.0732 18.2867	23.07 18.29
9.	Legal publications				10.00
10.	Mileage at 50¢/hr. and 15¢/mile				<u>6.20</u>
	Total				\$278.04