

NEW BUSINESS: CODE AMENDMENT INITIATION REVIEW SHEET

Amendment: Initiate an amendment to Title 25 of the City Code regarding fee waivers for Neighborhood Contact Team-initiated and SMART Housing-associated neighborhood plan amendments.

Description: The Planning and Zoning Department is proposing four code amendments related to fees associated with neighborhood plan amendments. A recent review of the fee structures for different case types identified these four instances in which a case is being initiated where there does not exist code provisions authorizing fee waivers. In practice these fees have been waived; however, this is no longer possible. The proposed code amendments seek to address the issue by providing a regulatory mechanism to waive the fees.

The first three amendments relate to fees that would be charged when Neighborhood Plan Contact Teams initiate amendments to their plan. These fees could run into the thousands of dollars. Staff's position has been that this would be an excessive amount for a volunteer citizen group to pay. The fourth amendment would apply to SMART Housing projects. Currently, qualified SMART Housing projects can have portions of their development fees waived. The proposed code amendment would add the fees associated with neighborhood plan amendments to that list.

Amendment One

Waive the notification fee for the Code-required Community Meeting for property-specific, area-wide or subdistrict-wide Neighborhood Plan Amendments applications submitted by Neighborhood Plan Contact Teams.

Amendment Two

Waive all fees for Neighborhood Plan Amendment applications for individual properties submitted by Neighborhood Plan Contact Teams.

Amendment Three

Waive all fees for area-wide or subdistrict-wide Neighborhood Plan Amendment applications submitted by Neighborhood Plan Contact Teams.

Amendment Four

Waive all Neighborhood Plan Amendment application fees for certified SMART Housing projects.

Proposed Language: TBD

Background: Initiation recommended by Codes and Ordinances Joint Committee on September 19, 2018.

Staff Recommendation: NA

Board and Commission Actions:

Council Action:

Ordinance Number: NA

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