



CITY OF DURHAM | DURHAM COUNTY
City-County Planning Department
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MEMORANDUM

Date: September 17, 2012

To: Members of the Durham City Council

Through: Thomas J. Bonfield, City Manager

From: Steven L. Medlin, AICP, City-County Planning Director
Gene Bradham, City-County Inspections Director *WES*

Subject: Proposed Fee Ordinance Amendments for the City-County Planning and City-County Inspections Departments

Summary

The Planning Department is requesting an amended fee ordinance to reflect new programs being administered by the Department, and to eliminate the termination date of the technology surcharge charged by the Planning and Inspections Departments.

Recommendation

Consider and adopt the attached fee ordinance.

Background

The Planning Department is requesting amendment to the existing fee ordinance for the following purposes and as described below:

- 1) *Renewal of Technology Surcharge and Elimination of Termination Date of Technology Surcharge:* The Technology Surcharge was originally established to fund implementation of the Land Development Office (LDO) software system that tracks the status of applications with the Planning and Inspections Departments.

Ongoing maintenance and improvements to this system (LDO) necessitate extension of this surcharge.

- 2) *Technical change (Agency Name)*: The current fee ordinance refers to the Public Works Department as the agency reviewing Transportation Impact Analysis (TIA) and similar development applications. The City Department of Transportation has since been created, and the proposed ordinance reflects this change.
- 3) *Modification to re-review fee*: The proposed ordinance increases the number of re-reviews included in initial submittal fees from 1 to 2 for zoning and site plan cases. This change reflects the fact that the majority of zoning and site plan cases require two (2) re-reviews.
- 4) *Addition of fees for new programs and/or programs newly administered by the Planning Department*: The following programs have either been recently created or recently added to the responsibilities of the Planning Department:
 - a. Outdoor Dining Permit: \$250 for initial annual permit and \$100 for renewal; and
 - b. Temporary Use Permits: \$50, plus 4% Technology Surcharge; and
 - c. Mobile Vendor Registration and Annual Renewals: \$10

Issues

No issues identified.

Fiscal / MWBE Impact

All fee amounts are based on projected, approximate levels of staff time and effort associated with administering the programs, and do not reflect full cost recovery. Overall fiscal impact will be modest, based on limited number of permits anticipated in these categories.