CITY OF WASILLA

290 E. HERNING AVE.
WASILLA, ALASKA 99687
PHONE: (907) 373-9050
FAX: (907) 373-0788

COUNCIL MEMORANDUM NO. 92-10

FROM: Mayor Stein

DATE: January 6, 1992

RE: Veto of Wasilla Land-Use Fee Ordinance

Borough Mayor Ernie Brannon's veto of the Wasilla land-use fee ordinance was upheld by the Assembly's 4 - 3 vote January 2. Those four favoring the Mayor's position were Levesque, Wells, Oakley and Jones. Those three favoring the ordinance were Lacher, Carr and Geist. Five votes would have been required to override.

I take the veto and its strong support to send several messages:

(1) The Assembly wishes to relieve the property tax burden by transferring as much cost as possible to fees for service.

(2) The Wasilla permit fees do not now cover the cost of administering the permits and, in the Borough administration's opinion, should be raised.

(3) The new fee schedule can be set by the City when it takes over planning powers.

(4) Areawide taxes should not subsidize City development (I believe just the reverse is actually true).

We can:

(1) Do nothing - live with existing fees until the City assumes planning powers.

(2) Propose a new ordinance only adding new categories of "variance" and "change of use" and leaving the remaining fees in place.

(3) Propose increased fees based on recommendations of staff that more closely reflect the cost of permit administration.

We ask your direction.

John C. Stein, Mayor

No action

cc: Wasilla Planning and Utilities Commission

Matanuska-Susitna Borough

350 EAST DAHLIA AVE, PALMER, ALASKA 99645-6488 • PHONE 745-9682
BOROUGH MAYOR

RECEIVED
JAN 6 1992
City of Wasilla, Alaska

MEMORANDUM

TO: Assemblymembers and Manager

FROM: Mayor Ernest Brannon ER

SUBJ: Mayor's Veto of Ordinance No. 91-147

DATE: December 30, 1991

Attached is the requested analysis of the implementation of Ordinance No. 91-147. As you can see, the cost of implementing this ordinance is much more than is now being charged to the applicant.

The analysis supports my reason to veto the above ordinance that was presented at the December 17, 1991 regular assembly meeting.

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To John Stein	From Mayor's Ofc
Co. City of Wasilla	Co. Mat-Su Boro
Dept.	Phone #
Fax # 373-0288	Fax # 746-0886

MYR/KJ/CORR/VTOINFO

December 30, 1991

Matanuska-Susitna Borough
350 EAST DAHLIA AVENUE, PALMER, ALASKA 99645
PHONE: 745-4801 • FAX: 745-0886
PLANNING DEPARTMENT

MEMORANDUM

DATE: December 30, 1991

TO: Rodney Schulling, Senior Planner

FROM: Dawn U. Webster, Code Compliance Officer

SUBJECT: BOROUGH PROCESSING COSTS FOR CITY OF WASILLA LAND USE PERMITS

As requested, the following is a brief analysis of the actual costs incurred during the review of land use permits for the city of Wasilla. There are four categories of permits which we will address; Zoning Permits; Additional Accessory Zoning Permit; Minor Development Permit; and Major Development Permit. Each type of permit requires a different level of review.

We have researched costs of the various staff involved (salary + benefits + overhead) and developed an average staff cost of $40.00 per hour.

These costs are for processing properly filed, complete applications. Many applications require additional time for pre-application assistance, additional research, and response to inquiries.

1. Zoning Permit ($50.00 Application fee): Permit application is reviewed by Planning Department staff and is signed by the Planning Director. Approximate review time is 30 minutes; processing of check by Collections Department is approximately 10 minutes; clerical time for file setup and typing is approximately 15 minutes; review and approval by Planning Director takes approximately 10 minutes; follow-up site visit prior to expiration of permit takes approximately one hour from the Borough office to the project site and return. Total average time per zoning permit: Two hours.

   Based on an average MSB staff cost of $40.00 per hour (salary + benefits + overhead) actual processing costs for issuance of a Zoning Permit is $80.00.

2. Additional Accessory Zoning Permit ($10.00 Application fee): Same costs as indicated above for a Zoning Permit.

   MSB cost to process: $80.00

3. Minor Development Permit ($100.00 Application fee): Permit application is reviewed in-house by various divisions (Planning, Coastal Zone Management, Code Compliance, Public Works, etc.) and signed by the Planning Director. Approximately 30 minutes for the Pre-Application conference with the applicant, one to one-and-one-half hour review time by staff for acceptance and further processing; processing of check by Collections Department; send out to various agencies (ADEC, MTA, ADOT/PF, MEA, Enstar, Fish and Game, etc.); order address labels and prepare mailing to all properties located within 600 feet of subject property, one to two hours; thirty minutes to prepare map for mailing; xerox and mail notices; five minutes to prepare sign for public notice posting by applicant; one hour to receive and review comments from various agencies; one hour for final review and coordination of comments for preparation of permit; one half hour clerical work for preparation of file and permit; follow-up site visit prior to expiration of permit takes approximately one hour from the Borough office to the project site and return; review and approval of the permit by the Planning Director takes approximately 30 minutes. Total average time per Minor Development permit: Eight hours.

   MSB cost to process: $320.00.

4. Major Development Permit ($500.00 + Application fee): Same process as listed above for the Minor Development Permit plus the requirement for a public hearing with the Wasilla Planning and Utilities Commission; preparation and review of the staff report takes approximately four hours; publication of the public notice in a newspaper ($50.00 average cost); add approximately two hours of staff support at the public hearing.

   MSB cost to process: $610.00

5. Change of Use, Less Intensive ($100.00 Application fee): Same process as listed above for the Minor Development Permit.

   MSB cost to process: $320.00

Additional fee revision requests include the following items:

1. Variance Request ($500.00): Same process as listed above for the Major Development Permit.

   $610.00

2. Re-Zone of less than five acres to contiguous use zone ($100.00): Staff has not received an application for this activity as of this date. If we were to "guesstimate" the cost to process this type of request staff would, in addition to the process listed for a Major Development Permit, need to add costs for preparing a staff report to the Borough Planning Commission; prepare a resolution for passage by the Borough Planning

Commission; and preparation of the proper paperwork for submission to the Borough Assembly for introduction and eventual public hearing. This process is required because the Wasilla Development Code states that a zoning change requires a change on the Zoning Map of the City of Wasilla which can only be done by Ordinance.

3. Appeal to the Planning Commission ($50.00): Staff has not processed this type of request as of this date. Once again, if we were to "guesstimate" the cost, we would estimate that the staff report would take approximately three hours to prepare and presentation to the city Planning Commission would require two hours of staff support.

   Approximate cost: $200.00

4. Appeal to the City Council ($100.00): Once again, staff has not processed this type of request as of this date. A "guesstimate" would include the costs for an Appeal to the Planning Commission plus preparation of the staff report and recommendation to the City Council, plus staff support during the public hearing.

   Approximate cost: $400.00

If you should require additional information, please let us know.

cc/duw/Wasilla\est.wp

Matanuska-Susitna Borough

350 EAST DAHLIA AVENUE, PALMER, ALASKA 99645
PHONE: 745-4801 • FAX: 745-0886
PLANNING DEPARTMENT

MEMORANDUM

DATE: January 3, 1992

TO: Wasilla City Council
Wasilla Planning & Utilities Commission
MSB Planning Commission
MSB Collections Division

FROM: Dawn U. Webster, Code Compliance Officer

SUBJECT: MSB ORDINANCE 91-147 - REDUCTION IN FEES FOR DEVELOPMENT PERMITS IN ACCORDANCE WITH MSB 17.43.109

FILE: Wasilla Development Code

On December 3, 1991 the Borough Assembly adopted the reduction in permit and appeals fees in accordance with the Wasilla Development Code.

On December 17, 1991 Borough Mayor, Ernest Brannon, vetoed adoption of MSB Ordinance 91-147. The permit and appeals fees were restored to those adopted in 1986 and 1988.

A reconsideration of the Mayor's veto was held at a special meeting of the Borough Assembly on January 2, 1992. At that meeting, the Assembly voted to sustain the Mayor's veto. Therefore, please be advised that the fee schedule is as follows:

1.	Zoning Permit	$50.00
2.	Minor Development Permit	100.00
3.	Rezoning or Master Plan District	500.00
4.	Major Development Permit plus $25 per residential lot for single-family development plus $25 per dwelling unit for multifamily development plus $25 per 1,000 sq. ft. of gross floor area	500.00

	for nonresidential development	
5.	Enforcement Order Review Hearing	50.00
6.	Appeal to the Commission	100.00
7.	Appeal to the Council	200.00
8.	Temporary Use	50.00
	Per 30 days to maximum of 180 days or $300	

Please be advised that all records should be corrected to reflect the above listed fees.

If you should have any questions regarding this, please let us know.

cc/duw/Wasilla\veto.wp