

KITTITAS COUNTY
DEPARTMENT OF PUBLIC WORKS

AGENDA STAFF REPORT

AGENDA DATE: February 7, 2017

ACTION REQUESTED: Conduct a Public Hearing to consider amending the 2012 Kittitas County Public Works Department Fee Schedule and adopt the 2017 Kittitas County Public Works Fee Schedules

BACKGROUND: The 2012 Kittitas County Public Works Department fees have been reviewed to determine the rate appropriate for full cost recovery. Additional services provided to the public have also been reviewed to determine the rate for full cost recovery of said services. The proposed 2017 fee schedules include:

Airport Fund: (Exhibit 'A')

County Road Fund: (Exhibit 'B')

Flood Control Fund: (Exhibit 'C')

INTERACTION: Public Works Department

RECOMMENDATION: Conduct a Public Hearing to consider amending the 2012 Kittitas County Public Works Department Fee Schedules and Adopt the 2017 Kittitas County Public Works Department Fee Schedules

HANDLING: Return one (1) original to Public Works

ATTACHMENTS: Resolution to Adopt 2017 Public Works Fee Schedules
Airport Fund Fee Schedule (Exhibit 'A')
County Road Fund Fee Schedule (Exhibit 'B')
Flood Control Fund Fee Schedule (Exhibit 'C')

LEAD STAFF: Kathy Jurgens
Finance System Manager

**BOARD OF COUNTY COMMISSIONERS
COUNTY OF KITTITAS
STATE OF WASHINGTON**

RESOLUTION NO: 2017-_____

**TO ADOPT THE 2017 PUBLIC WORKS DEPARTMENT FEE SCHEDULES
FOR THE KITTITAS COUNTY AIRPORT FUND, KITTITAS COUNTY ROAD
FUND AND KITTITAS COUNTY FLOOD CONTROL FUND**

WHEREAS: The Department of Public Works has submitted proposed 2017 fee schedules for the Kittitas County Airport Fund, Kittitas County Road Fund and the Kittitas County Flood Control Fund; and

WHEREAS: These fees have been reviewed to determine the rate appropriate for full cost recovery with adjusts on certain fees to provide a phased in rate of full cost recovery; and

WHEREAS: A public hearing was opened on February 7, 2017, at 2:00 p.m. in the Commissioners' Auditorium.

NOW, THEREFORE BE IT RESOLVED: The Board of County Commissioners, after due consideration, does hereby adopt the proposed 2017 Public Works Department Fee Schedules for the Kittitas County Airport Fund, Kittitas County Road Fund and Kittitas County Flood Control Fund as shown in Exhibit 'A', Exhibit 'B' and Exhibit 'C'.

ADOPTED this 7th day of February, 2017.

BOARD OF COUNTY COMMISSIONERS
KITTITAS COUNTY, WASHINGTON

Paul Jewell, Chairman

Attest:

Clerk of the Board- Julie Kjorsvik

Laura Osiadacz, Vice-Chairman

Deputy Clerk of the Board- Mandy Buchholz

Obie O'Brien, Commissioner

EXHIBIT 'A'

EXHIBIT 'B'

KITTITAS COUNTY ROAD FUND FEES

2017 Estimated Permit Cost Model

Cost Recovery Scenarios and Revenue Estimates

EXHIBIT 'B'

	Scenarios (Calc. from Fee Model):					Recommended Fee Scenario:	PROPOSED:		
	Scenario 1:	Scenario 2:	Scenario 3:	Full Cost of Service					
	25%	50%	75%	100%		Current Fee	Recommended Percentage or 100% + Direct Costs (DC)	Fee Scenario	2017 FEE
Public Works									
Access Permit	\$ 265	\$ 530	\$ 795	\$ 1,060	\$ 1,060	\$ 55	25%	\$ 265	\$ 270.00
Address / Access Permit Combined Only	326	652	978	1,304	1,304	\$ 70	25%	\$ 326	\$ 330.00
Address Permits	97	194	291	388	388	\$ 35	25%	\$ 97	\$ 100.00
Addressing Plates	48	96	144	192	192	\$ 5	25%	\$ 48	\$ 50.00
Building Move Application	198	396	594	792	792	\$ 600	100%	\$ 792	\$ 800.00
Franchise Simple	805	1,611	2,416	3,221	3,221	\$ 750	50%	\$ 1,611	\$ 1,615.00
Franchise Complex + direct costs	805	1,611	2,416	3,221	3,221	\$ 600	100% + DC	\$ 3,221	\$ 3,225.00
Grading Permits over 500 yards	312	624	935	1,247	1,247	new fee	100%	\$ 1,247	\$ 1,250.00
Haul Route - Detour Application	187	374	560	747	747	\$ 80	100%	\$ 747	\$ 750.00
Haul Route - Extended Use	676	1,351	2,027	2,702	2,702	\$ 100	100%	\$ 2,702	\$ 2,700.00
On-system County Road Establishment	942	1,885	2,827	3,770	3,770	\$ 1,500	100%	\$ 3,770	\$ 3,770.00
Over Weight Road	188	375	563	750	750	\$ 600	100%	\$ 750	\$ 750.00
Private Bridge Inspection + direct costs	842	1,683	2,525	3,366	3,366	new fee	100% + DC	\$ 3,366	\$ 3,370.00
Private Road Inspection + direct costs	715	1,431	2,146	2,861	2,861	new fee	100% + DC	\$ 2,861	\$ 2,860.00
Private Road Name	196	391	587	783	783	\$ 200	50%	\$ 391	\$ 400.00
Private Road Name Establishment	194	388	581	775	775	\$ 200	50%	\$ 388	\$ 400.00
Right of Way Permit	477	953	1,430	1,906	1,906	\$ 55	25%	\$ 477	\$ 475.00
Right of Way Permit - Special Use	534	1,067	1,601	2,134	2,134	\$ 100	100%	\$ 2,134	\$ 2,135.00
Road Standards Variance	333	666	1,000	1,333	1,333	\$ 280	75%	\$ 1,000	\$ 1,000.00
Road Vacation Application	1,401	2,802	4,203	5,604	5,604	\$ 2,000	75%	\$ 4,203	\$ 4,205.00
Short Plat	418	836	1,254	1,671	1,671	\$ 220	50%	\$ 836	\$ 840.00
Final Plat (includes 1 civil review)	983	1,966	2,949	3,932	3,932	\$ 602	75%	\$ 2,949	\$ 2,950.00
PUD Plat	1,015	2,030	3,046	4,061	4,061	\$ 602	75%	\$ 3,046	\$ 3,050.00
Boundary Line Adjustment	138	276	414	552	552	\$ 90	50%	\$ 275	\$ 275.00
Lot Consolidation	76	152	227	303	303	new fee	50%	\$ 152	\$ 150.00
Alternative Energy + direct costs	2,406	4,811	7,217	9,623	9,623	new fee	100% + DC	\$ 9,623	\$ 9,625.00
Grading Permits under 500 yards	126	252	378	504	504	new fee	100%	\$ 504	\$ 505.00
Rezone Requests	816	1,632	2,448	3,264	3,264	\$ 300	50%	\$ 1,632	\$ 1,635.00

KITTITAS COUNTY ROAD FUND FEES

2017 Estimated Permit Cost Model

Cost Recovery Scenarios and Revenue Estimates

EXHIBIT 'B'

	Scenarios (Calc. from Fee Model):				Recommended Fee Scenario:	PROPOSED:		
	Scenario 1:	Scenario 2:	Scenario3:	Full Cost of Service				
Public Works	25%	50%	75%	100%				
SEPA Review	469	939	1,408	1,877	\$ 90	25%	\$ 469	\$ 470.00
Annexation Review	1,401	2,803	4,204	5,605	new fee	75%	\$ 4,204	\$ 4,205.00
Concurrency Review (Plats & Commercial)	922	1,843	2,765	3,687	new fee	100%	\$ 3,687	\$ 3,690.00
Preliminary Plat (includes 1 civil review)	508	1,016	1,524	2,032	\$ 602	50%	\$ 1,016	\$ 1,020.00
Plat Amendment	157	314	471	627	new fee	100%	\$ 627	\$ 630.00
Short Plat Amendment	157	314	471	627	new fee	100%	\$ 627	\$ 630.00
Pre App / Pre Submission (per meeting)	106	212	318	423	new fee	25%	\$ 106	\$ 110.00
Preliminary Site Analysis (PSA)	98	195	293	390	new fee	25%	\$ 98	\$ 100.00
Road Standard Variance appeal	766	1,532	2,298	3,063	new fee	100%	\$ 3,063	\$ 3,065.00
Development Agreement	451	902	1,353	1,804	new fee	100%	\$ 1,804	\$ 1,805.00
Civil review resubmittal (each)	451	902	1,353	1,804	new fee	75%	\$ 1,353	\$ 1,355.00

Listed fees represent the typical amount expended for review and processing, based on historical averages. It is the only fee charged for most applications, except those that are exceptional in scale and/or complexity. Applications that are exceptional in scale or complex will be determined at a pre-application meeting and will require a staffing/development agreement to be executed per KCC 15A.11. "Base fee" and "direct actual costs (DC)" include costs for staff, consultants, testing, hearing examiner, advertising, communications, postage and public notice expenses when those costs exceed the base (minimum) fee. Time is computed in increments not less than one-half hour. Expenses are payable prior to hearing (legislative and quasi-judicial) or final action (administrative). A final billing will include advertising and public hearing expenses.

EXHIBIT 'C'

KITTITAS COUNTY FLOOD CONTROL FUND FEES

EXHIBIT 'C'

2017 FLOOD CONTROL FUND ESTIMATED PERMIT COST MODEL

Cost Recovery Scenarios and Revenue Estimates

	Scenarios (Calc. from Fee Model):				Full Cost of Service	Recommended Fee Scenario:			PROPOSED:
	Scenario 1:	Scenario 2:	Scenario3:	100%		Current Fee	Recommended Percentage	Fee Scenario	
Flood	25%	50%	75%	100%				2017 FEE	
Flood Plain Management Permit	\$ 499	\$ 998	\$ 1,497	\$ 1,995	\$ 180.00	75%	\$ 1,497	\$ 1,500.00	
CLOMR Permit (Flood Permit)	460	920	1,380	1,840	new fee	100%	\$ 1,840	\$ 2,000.00	
Flood Plain Solar Panel Permit	65	131	196	261	\$ 50.00	25%	\$ 65	\$ 55.00	
Shoreline Permit Review	138	276	414	552	new fee	100%	\$ 552	\$ 550.00	
Shoreline Setback Variance Review	138	276	414	552	new fee	100%	\$ 552	\$ 550.00	
Shoreline Substantial Development	138	276	414	552	new fee	100%	\$ 552	\$ 550.00	
Shoreline Conditional Use	138	276	414	552	new fee	100%	\$ 552	\$ 550.00	
Shoreline Exemption	138	276	414	552	new fee	100%	\$ 552	\$ 550.00	
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