

**CITY OF SANTA FE, NEW MEXICO**

**ORDINANCE NO. 2020-23**

**AN ORDINANCE**

**CREATING NEW SECTIONS 7-1.11 AND 14-13 SFCC 1987, ESTABLISHING A FEE SCHEDULE FOR SERVICES PROVIDED BY THE LAND USE DEPARTMENT; REPEALING SECTION 7-3.3, REGARDING THE PERMIT FEE TO MOVE A BUILDING; AMENDING SECTION 14-8 TO ALLOW THE LAND USE DIRECTOR TO ISSUE CERTAIN PRELIMINARY PERMITS AT THE OWNER'S OWN RISK; AMENDING SECTION 14-9.5 TO CLARIFY THE PROCESS FOR CONSTRUCTING PUBLIC AND QUASI-PUBLIC IMPROVEMENTS PRIOR TO COMMENCEMENT OF OTHER ASPECTS OF DEVELOPMENT; ADDING DEFINITIONS TO SUBSECTION 14-12.1 FOR "PERMIT, EMERGENCY GRADING AT OWNER'S RISK", "PERMIT, LIMITED GRADING", "PERMIT, PRELIMINARY CLEARING AND GRUBBING", AND "SITE RESTORATION"; AND ESTABLISHING AN EFFECTIVE DATE.**

**BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF SANTA FE:**

**Section 1. Section 7-1.3 of SFCC 1987 (being Ord. No. 2008-1 § 6) is amended to read:**

**7-1.3 Schedule of fees, charges, and expenses.**

A. The governing body shall establish a schedule of fees for permits and other matters pertaining to this chapter. The schedule of fees shall be posted in the land use department and may be altered or amended only by the governing body after a noticed public hearing. No permit or approval required under this chapter shall be issued or granted unless

and until such fees have been paid in full. The schedule of fees adopted by the governing body replaces fees adopted by the state of New Mexico construction industries division as set forth in the New Mexico Administrative Code.

B. The fees shall be reviewed as set forth in subsection 11-2.5 SFCC 1987.

**Section 2. [NEW MATERIAL] A new Section 7-1.11 of SFCC 1987 is hereby adopted to read:**

**7-1.11 Permit Fees.**

Fees for permits and other matters associated with Chapter 7 SFCC 1987 are established in Table 7-1.11-1 below.

**Table 7-1.11-1**

<b>FEE TYPE</b>	<b>FEE</b>	<b>UNIT</b>
<b>BUILDING PERMIT ACTIVITIES</b>		
Mandatory Pre-Submittal Building Permit Meeting - Large Projects with Multiple Subject Matter Experts (1.5 hours)	\$500.00	Per Meeting
Optional Pre-Submittal Building Permit Meeting - Small Projects with 1 or 2 Subject Matter Experts (1 hour)	\$150.00	Per Meeting
Pre-Submittal Building Permit Plan Review Consultations and Residential Master Model Review	\$60.00	Per Hour
Green Building Code - Early Consultation	\$60.00	Per Consultation
Green Building Code - Building Permit Review (Residential)	\$100.00	Per Permit
PV Solar (Commercial or Residential)	\$100.00	Per Permit
Permit Revisions/Corrections Review (1st Revision review per station free, and not subject to fee)	\$60.00	Per Hour
Building Permit Extension	\$100.00	Per Six Month Extension
Building Permit Revision (change information and reissue permit board)	\$120.00	Per Revision
<b>PRIMARY BUILDING PERMIT ADMINISTRATIVE FEES</b>		
Administrative Fee	\$40.00	Each Permit
Construction Valuation of (rounded to nearest full dollar):		
\$1 to \$500	\$25.00	

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\$501 to \$2,000	\$25.35 for the first \$500 plus \$3.05 for each additional \$100 or fraction thereof, up to and including \$2000	
\$2,001 to \$25,000	\$69.25 for the first \$2001 plus \$14 for each additional \$1000 or fraction thereof, up to and including \$25,000	
\$25,001 to \$50,000	\$391.75 for the first \$25,001 plus \$10.10 for each additional \$1000 or fraction thereof, up to and including \$50,000	
\$50,001 to \$100,000	\$643.75 for the first \$50,001 plus \$7 for each additional \$1000 or fraction thereof, up to and including \$100,000	
\$100,001 to \$275,000	\$993.75 for the first \$100,001 plus \$5.93 for each additional \$1000 or fraction thereof, up to and including \$275,000	
\$275,001 to \$500,000	\$1,830.00 for the first \$275,001 plus \$7.30 for each additional \$1000 or fraction thereof, up to and including \$500,000	
\$275,001 to \$500,000	\$1,830.00 for the first \$275,001 plus \$7.30 for each additional \$1000 or fraction thereof, up to and including \$500,000	
\$500,001 to \$1,000,000	\$3518.37 for the first \$500,000 plus \$5.60 for each additional \$1000 or fraction thereof, up to and including \$1,000,000	

\$1,000,001 and up	\$5,893.37 for the first \$1,000,001 plus \$4.40 for each additional \$1,000 or fraction thereof	
Signage Permit	\$0.40/sq. ft. plus \$45.00 review fee	Square Feet
Residential Plan Review	50% of Permit Fee	
Commercial Plan Review	75% of Permit Fee	
Plan Amendment Review Fee	\$60/Hr (minimum 2 hours)	Hour
Demolition Permit Fee (Residential)	\$40.00	Permit
Demolition Permit Fee (Commercial)	\$60.00	Permit
Building Without a Permit	Double the original permit fee	Permit
Expedited Plan Review	Cost of preapproved third party plan review + 20% service charge for administration and other required review	Permit
<b>ELECTRICAL PERMIT FEES</b>		
Issuance of Electrical Permit (Commercial & Residential)	\$40.00	Permit
Meter Loop New thru 100 AMP ( Residential)	\$45.00	Permit
150-200 AMP/panel thru 200 AMP (Residential)	\$72.00	Permit
Over 200 AMP/Panel thru 320 AMP (Residential)	\$99.00	Permit
Over 320 AMP/Panel thru 400 AMP (Residential)	\$225.00	Permit
Over 400 AMP/Panel (Residential)	\$360.00	Permit
Over 200 AMP/Panel thru 400 AMP (Commercial)	\$225.00	Permit
Over 400 AMP/Panel thru 600 AMP (Commercial)	\$270.00	Permit
Over 600 AMP/Panel thru 800 AMP (Commercial)	\$360.00	Permit
Over 800 AMP/Panel thru 1000 AMP (Commercial)	\$450.00	Permit
Over 1000 AMP/Panel thru 2000 AMP (Commercial)	\$630.00	Permit
Over 2000 AMP/Panel (Commercial)	\$900.00	Permit
Temporary Power Pole (Commercial & Residential)	\$27.00	Permit
Mobile Home Service	\$27.00	Permit
Customer-Owned Power Distribution	\$45.00	Permit
Each Pole	\$6.00	Permit
Per 100 feet of Underground Wiring	\$6.00	Permit
Service Change Only/No outlets	\$27.00	Permit
Low Voltage	\$20.00	Unit
<b>MECHANICAL PERMIT FEES</b>		
Issuance of Mechanical Permit (Commercial & Residential)	\$40.00	Permit

1	Ventilation System	\$10.00	Permit
2	Central Furnace	\$10.00	Permit
3	Wall Heater	\$10.00	Permit
4	Refrigeration System	\$10.00	Permit
5	Duct Work System	\$10.00	Permit
6	Solar Space Heating System	\$20.00	Permit
7	Combination Unit HVAC	\$10.00	Permit
8	Chiller	\$10.00	Permit
9	Cooling Tower	\$10.00	Permit
10	Commercial Kitchen Hood	\$10.00	Permit
11	Commercial Duct System	\$10.00	Permit
12	Medical Gas System	\$10.00	Permit
13	Mini Split Installation	\$10.00	Permit
14	Gas Fireplace	\$5.00	Permit
15	Temporary Gas	\$10.00	Permit
16	Temporary Heat	\$10.00	Permit
17	Repairs or Additions, Heating Appliance, Refrigeration Unit, Cooling System	\$8.50	Permit
18	Boiler Replacement or Repair	\$8.50	Permit
19	<b>PLUMBING PERMIT FEES</b>		
20	Issuance of Plumbing/Gas Permit (Commercial & Residential)	\$50.00	Permit
21	Exhaust Fan	\$5.00	Permit
22	Water Distribution System	\$5.00	Permit
23	Building Sewer	\$5.00	Permit
24	Water Heater	\$5.00	Permit
25	Each Swimming Pool	\$50.00	Permit
	Industrial Waste Interceptor/Trap & Vent	\$10.00	Permit
	Water Conditioner	\$8.50	Permit
	Evaporative Cooler	\$10.00	Permit
	Vacuum Breaker or Back Flow Device	\$5.00	Permit
	Gas Piping System	\$5.00	Permit
	Gas Appliance	\$5.00	Permit
	Gas Pipe Outlet	\$4.00	Permit
	Domestic Hot Water Solar Heating System	\$10.00	Permit
	Solar Space Heating System	\$10.00	Permit
	Sewage Ejector/Grinder	\$5.00	Permit
	Grease Trap/Interceptor	\$5.00	Permit
	Water Service Line	\$5.00	Permit
	Gas Yard Line	\$5.00	Permit
	Chilled Water Distribution System	\$10.00	Permit

Roof Drainage System	\$10.00	Permit
Hot Water Solar Potable System	\$10.00	Permit
Gray Water System	\$10.00	Permit
Sewer Yard Line	\$10.00	Permit
Sewer Lateral	\$10.00	Permit
Sewer Connection	\$40.00	Permit
Line	\$10.00	Permit
Lawn Sprinkler System	\$13.00	Permit
Temporary Gas	\$10.00	Permit
Temporary Heat	\$10.00	Permit

**Section 3. Section 7-3.3 of SFCC 1987 (being Ord. No. 1983-26 § 3, as amended) is hereby repealed.**

**Section 4. Subsection 14-3.17(D) of SFCC 1987 (being Ord. No. 2011-37 § 3) is amended to read:**

**(D) Process to File an Appeal**

**(1) Filing Appeal; Form; Verification**

The appellant shall file two copies of the written appeal with the *land use director*. The appeal shall be filed on a form provided for that purpose and shall be verified, signed by the appellant under oath and notarized.

**(2) Receipt; Service of Appeal**

The *land use director* shall initial and enter the date and time of filing on both copies of the appeal and return one copy to the appellant. Within three days of the filing date, the appellant shall hand deliver a copy of the appeal to any appellee or deliver it by first-class certified mail.

**(3) Appeal Fee**

**(a)** An appeal fee shall be paid at the time of filing an appeal.

**(b)** The *governing body* has established a fee schedule for appeals as set forth in Table 14-13.1-1 SFCC 1987. The *land use director* may waive

1 or reduce the appeal fee if the *land use director* determines that the appellant  
2 would qualify for the *city's* utility fee poverty exemption set forth in Section  
3 15-1.3 SFCC 1987 (Utility Billing - Poverty Exemption).

4 (4) Multiple Appeals and Multiple Jurisdictions

5 (a) An appellant may not appeal any single *final action* more than  
6 once.

7 (b) Every appeal requires an independent basis. *Final actions* may  
8 not be appealed solely on the basis of alleged mistakes in prior stages of the  
9 same project, whether or not the prior *final actions* were appealed.

10 (c) More than one appellant may file an appeal of a *final action*,  
11 and appellants may combine their appeals and share the appeal fee  
12 proportionally. All appeals of any single *final action* shall be consolidated for  
13 hearing purposes.

14 (d) Any review by the *governing body* of a planning commission  
15 decision under Section 14-2.2(A)(3) shall be combined with the hearing on an  
16 appeal of that decision.

17 (e) In the case of an appeal that includes *final actions* that fall  
18 under the jurisdiction of more than one *land use board*, the *land use*  
19 *director* shall determine the appropriate *land use board* to hear any particular  
20 issue on appeal, except as otherwise provided in this section.

21 (5) Withdrawal

22 An appellant may withdraw the appeal at any time. A withdrawal does not  
23 affect any related appeal. At any time after an appeal has been filed, an appellant and  
24 appellee may agree to settle any matters raised in the appeal and the appellant may  
25 withdraw the appeal; provided that such settlement complies with applicable code

1 requirements, including any conditions of approval of the *final action* being appealed.

2 (6) Conformity of Appeal

3 The *land use director* shall promptly review all appeals for conformity with the  
4 requirements of Section 14-3.17. Upon determining that an appeal does not conform to  
5 the requirements, the *land use director* shall refer the matter to the *city attorney* for  
6 review.

7 (a) If the *city attorney* concurs with the *land use director* 's determination,  
8 the *city attorney*'s written recommendation shall be forwarded to the *governing*  
9 *body* for discussion. The *governing body* may accept the *city attorney*'s written  
10 recommendation and the decision is final and may be appealed to district court. If  
11 the *governing body* does not accept the *city attorney*'s recommendation, the appeal  
12 shall be heard as set forth in Chapter 14.

13 (b) If the *city attorney* does not concur with the *land use director* 's  
14 determination, the appeal shall be heard as set forth Chapter 14.

15 (7) District Court Appeals

16 An appeal of a *final action* of the *governing body* or a *land use board*, or of an action of  
17 the *city manager*, the *city attorney* or the *land use director* that is only subject to appeal to  
18 district court, shall be to the first judicial district court pursuant to Section 39-3.1.1 NMSA  
19 1978, Rule 1-074, NMRA or Rule 1-075, NMRA, as amended, or other relevant statute or court  
20 rule.

21 **Section 5. [NEW MATERIAL] A new Section 14-13 of SFCC 1987 is hereby**  
22 **adopted to read:**

23 Fees for permits and other matters associated with Chapter 14 SFCC 1987 are established in  
24 Table 14-13.1-1 below:

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<b>FEE TYPE</b>	<b>FEE</b>	<b>UNIT</b>
<b>CURRENT PLANNING ACTIVITIES</b>		
Pre-application Meeting	\$100.00	Per Meeting
Code Interpretation, Formal Issuance (PZ Letter/Zoning Statement)	\$150.00	Per Request
Zoning Compliance Letter/Form	\$150.00	Per Letter/Form
Zoning Verification Letter	\$75.00	Per Letter
Certificate of Compliance – Lot of Record (Administrative)	\$150.00	Per Certificate
Certificate of Compliance - Lot of Record (Planning Commission)	\$300.00	Per Certificate
Certificate of Compliance - Residential Condominium	\$150.00	Per Statement
Administrative Development Plan Approval	\$300.00	Per Request
ENN - Staff Attendance and Documentation of Meeting	\$150.00	Per Meeting
Variance - Planning Commission - Without Development Plan or Plat	\$750.00	Per Variance
Variance - Board of Adjustment	\$300.00	Per Variance
Waiver - Planning Commission	\$500.00	Per Waiver
Waiver - City Council (Utility Undergrounding)	\$1,500.00	Per Waiver
Waiver - PW Director (Intersection Visibility)	\$100.00	Per Waiver
Special or Conditional Use Permit	\$1,000.00	Per Permit
Appeal (of LU Director Admin. Decision)	\$200.00	Per Appeal
Appeal (of Land Use Board Decision)	\$200.00	Per Appeal
Alternate Means of Compliance – (LU Director)	\$150.00	Per Request
Alternate Means of Compliance - (Land Use Board)	\$500.00	Per Request
Administrative Waiver – (Land Use Board)	\$500.00	Per Request
Administrative Waiver – (Land Use Director)	\$150.00	Per Request
Setback Affidavit	\$150.00	Per Request
Innovative Road Standard	\$300.00	Per Request
Applicant-requested Postponement of Land Use Board Hearing	\$500.00	Per Postponement
Other Land Use Development Review (per hour)	\$75.00	Per Hour
Code Amendment	\$1,000.00	Each
Lot Splits	\$400.00	Per Split
Lot Line Adjustment	\$200.00	Each
Lot Consolidation	\$200.00	Each
Dedication, Easement & Vacation Plats	\$350.00	Each
Plan/Plat Amendment Administrative	\$300.00	Each
Plan/Plat Amendment Planning Commission	\$500.00	Each
Lease Agreement	\$400.00	Each
License/Lease Agreement Renewal Fee	\$75.00	Each

1	Large Public Notice Poster	\$30.00	Each
2	Medium Public Notice Poster (Administrative Decision)	\$25.00	Each
3	Small Public Notice Poster (Escarpment)	\$10.00	Each
4	Annexation Application under 1 acre	\$1,000.00	
5	Annexation Application 1-9.99 acres (first five acres)	\$2,000.00	First Five Acres
6	Annexation Application (each additional acre after five)	\$200.00	Each Additional Acre
7	Annexation Application 10-24.99 acres (first ten acres)	\$3,000.00	First Ten Acres
8	Annexation Application 25 acres or more	\$100.00	Each Additional Acre
9	General Plan Amendment Application 1-9.99 acres (first five acres)	\$1,000.00	First Five Acres
10	General Plan Amendment Application (each additional acre after five)	\$200.00	Each Additional Acre
11	General Plan Amendment Application 10 acres and above	\$2,000.00	First Ten Acres
12	General Plan Amendment Application (each additional acre after ten)	\$100.00	Each Additional Acre
13	Rezoning Application 1-9.99 acres (first five acres)	\$1,000.00	First Five Acres
14	Rezoning Application (each additional acre after five)	\$200.00	Each Additional Acre
15	Rezoning Application 10 acres or more	\$2,000.00	First Ten Acres
16	Rezoning Application (each additional acre after ten)	\$100.00	Each Additional Acre
17	<b>ELECTRICAL FACILITIES</b>		
18	Administratively Approved Application	\$500.00	Application
19	Transmission Line	\$2,000.00	Application
20	Distribution Line	\$1,000.00	Application
21	Substation or Switching Station	\$2,000.00	Application
22	<b>DEVELOPMENT PLAN APPLICATION AND TELECOMMUNICATIONS REVIEW FEES (BASED ON COST OF DEVELOPMENT)</b>		
23	\$0-\$999	\$350.00	
24	\$1,000-\$4,999	\$600.00	
25	\$5,000-\$49,999	\$1,100.00	

1	\$50,000-\$149,999	\$1,500.00	
2	\$150,000-\$499,999	\$2,500.00	
3	\$500,000-\$999,999	\$5,000.00	
4	\$1,000,000-\$1,999,999	\$7,000.00	
5	\$2,000,000 and above	\$10,000.00	
6	Each Additional Million after \$2 Million	\$1,000.00	
7	<b>SUBDIVISIONS</b>		
8	Subdivision Application 3-5 lots Prelim Plat	\$400.00	Per plat
9	Subdivision Application 3-5 lots Final Plat	\$400.00	Per plat
10	Subdivision Application 6+ lots Prelim Plat	\$150.00	Per Lot After (5)
11	Subdivision Application 6+ lots Final Plat	\$150.00	Per Lot After (5)
12	Family Transfer (6 lot max)	\$150.00	Per Plat
13	<b>TECHNICAL REVIEW ACTIVITIES</b>		
14	Floodplain Determination Letter	\$50.00	Per Request
15	Escarpment Pre-Submittal Meeting - New Construction	\$75.00	Per Request
16	Escarpment Pre-Submittal Meeting - Addition/Remodel	\$50.00	Per Request
17	Escarpment Pre-Submittal Meeting - Other (small e.g., fence, shed, etc.)	\$25.00	Per Request
18	Escarpment - Site Visit	\$75.00	Per Site visit
19	Escarpment - Alternate Siting	\$500.00	Per Request
20	Prairie Dog Relocation Administration	\$150.00	Per Request
21	Letter of Credit Initial Processing (includes closeout)	\$300.00	Per Financial Guarantee
22	Letter of Credit Draw-Down Approval	\$75.00	Per Drawdown
23	Cash Escrow Initial Processing (includes closeout)	\$300.00	Per Escrow
24	Cash Escrow Draw-Down Approval	\$75.00	Per Drawdown
25	Pre-Construction Meeting per the Infrastructure Completion Policy	\$500.00	Meeting
26	Pre-application Advisory Inspections for G&D, Landscaping or ADA	\$100.00	Per Inspection Request
27	Alternate Means of Compliance - Landscape Requirements	\$75.00	Per Requirement (varied)
28	Alternate Means of Compliance - Grading and Drainage Requirements	\$150.00	Per Requirement (varied)
29	<b>GRADING PLAN REVIEW FEES</b>		
30	50 cubic yards or less	\$14.00	

51 to 100 cubic yards	\$27.00	
101 to 1,000 cubic yards	\$45.00	
1,001 to 10,000 cubic yards	\$55.00	
10,001 to 100,000 cubic yards	\$55.00 for the first 10,000 cubic yards, plus \$27.00 for each additional 10,000 cubic yards or fraction thereof	
100,001 to 200,000 cubic yards	\$295.00 for the first 100,000 cubic yards, plus \$14.50 for each additional 10,000 cubic yards or fraction thereof	
200,001 cubic yards or more	\$442.00 for the first 200,000 cubic yards, plus \$8.50 for each additional 10,000 cubic yards or a fraction thereof	
<b>GRADING PERMIT FEES</b>		
50 cubic yards or less	\$14.00	
51 to 100 cubic yards	\$27.00	
101 to 1,000 cubic yards	\$45 for the first 100 cubic yards, plus \$19.25 for each additional 100 cubic yards or fraction thereof	
1,001 to 10,000 cubic yards	\$214 for the first 1,000 cubic yards, plus \$15.95 for each additional 1,000 cubic yards or fraction thereof	
10,001-100,000 cubic yards	\$357 for the first 10,000 cubic yards, plus \$72.00 for each additional	
100,001 cubic yards or more	\$1,010 for the first 100,000 cubic yards, plus \$40.50 for each additional 10,000 cubic yards or a fraction thereof	
Clearing & Grubbing or Limited Grading at Owner's Risk Permit (Must Also Submit Financial Guarantee Based on Engineer's Estimate)	150% of Grading Permit Fee	

Emergency Grading at Owner's Risk Permit (Must Also Submit Financial Guarantee of \$2000.00 Per Acre or as stipulated by the City Engineer after review of the terrain conditions and the extent of required grading)	150% of Grading Permit Fee	
Construction of Public and Quasi-Public Infrastructure without an Agreement to Construct (Must Also Submit Financial Guarantee Based on Engineer's Estimate for Site Restoration and for 10% of the construction valuation, which shall be held until the end of the warranty period)	150% of Grading Permit Fee	
<b>WATER BUDGET ACTIVITIES</b>		
Review Alternate Development Water Budget Proposal	\$150.00	Per Request
<b>HISTORIC AND ARCHAEOLOGICAL ACTIVITIES</b>		
Historic Districts Pre-Application Meeting/Site Visit	\$75.00	Per Request
Historic Districts Application Fee for Administrative Approval	\$100.00	Per Request
Archaeological Review Application Fee for Public Hearing	\$100.00	Per Request
HDRB Application Fee for Public Hearing (0.5% of Proposed Construction Cost)	\$250 (min) - \$2000 (max.)	Per Request
Appeal to Archaeological Review Committee	\$100.00	Per Appeal
Exception (if required)	\$250.00	Each
Archaeological Clearance Permits (Existing)	\$10.00	Per Construction Permit
Medium Notice Poster	\$25.00	Each
<b>BUILDING CODE INSPECTION &amp; ENFORCEMENT ACTIVITIES</b>		
Home Occupation	\$175.00	Application
Special Event Permit, Temporary Structures	\$100.00	Per Permit
Temporary Use Permit (including filming of motion pictures)	\$125.00	Per Permit
Noise Permit	\$25.00	Per Permit
Itinerant Vendors	\$150.00	Per Permit
Certificates of Occupancy Reissue (not for building permit)	\$75.00	Per Certificate
Re-Inspection Fee (minimum 2 hours)	\$60.00	Per Hour
Additional Inspection Fee (minimum 2 hours)	\$60.00	Per Hour
After Hours Inspections Fee	\$85.00	Per Hour

Section 6. Subsection 14-8.2(D)(2) of the Land Development Code (being Ord. No. 2011-37 § 10) is amended to read:

**14-8.2 TERRAIN AND STORMWATER MANAGEMENT**

**(D) Standards for All Grading**

**(2) Grading**

(a) *Grading for buildings* is limited to fifteen (15) feet beyond the outer edge of the *building* foundation, patio, *wall*, driveway, road, parking area or other constructed facility except as necessary:

(i) for the construction of stormwater runoff management measures in compliance with this Section 14-8.2; or

(ii) to accommodate required horizontal to vertical measurements for *cut* and *fill slopes*.

(b) Natural *slopes* thirty percent or greater shall remain undisturbed, except for arroyo crossings and for no more than three isolated occurrences of *sloped* areas where each individual disturbance shall not exceed one thousand (1,000) square feet, as approved by the *city engineer*. The *city engineer* may waive this provision, in writing, stating the reasons and basis for such approval, if evidence is provided by the *applicant* showing that strict enforcement of this provision would prohibit access to the *lot* or placement of utilities. This provision applies solely to the construction of roads, driveways and utility placement and is not intended to allow *development* on natural *slopes* exceeding thirty percent. The other provisions of the escarpment overlay district ordinance and the terrain and stormwater management regulations shall remain in effect.

(c) Phasing for *grading* and clearing may be required by the *city*

1            *engineer* on all sites where construction will not begin immediately after  
2            clearing and *grading*;

3            (d)     A construction *permit* for *grading* for driveway construction  
4            shall not be issued unless the *city engineer* has first determined that the  
5            driveway provides access to a buildable area as defined in Subsection 14-  
6            8.2(D)(3) and that the *permit* complies with the requirements of Section 14-  
7            5.6 (Escarpment Overlay District); and

8            (e)     All *grading* completed on the site shall conform to the  
9            approved *grading* plan.

10           (f)     The *land use director* may grant an *application* submitted to the  
11           building division of the land use department for a *preliminary clearing and*  
12           *grubbing permit* or a *limited grading permit*, allowing for work authorized under  
13           such *permit* solely at the risk of the *owner* while an *application* for an associated  
14           *permit* for comprehensive grading and drainage or landscape and utilities is  
15           pending.

16           (g)     Under emergency circumstances, the *land use director* may issue  
17           an *emergency grading at owner's risk permit* prior to the submission of an  
18           *application*. A *permit* issued under this subparagraph shall expire twelve (12)  
19           months after issuance with no allowance for extensions.

20           **Section 7.       Subsection 14-9.5(B) of the Land Development Code (being Ord. No.**  
21           **2013-16 § 60, as amended) is amended as follows:**

22           **14-9.5 INFRASTRUCTURE DEDICATION, COMPLETION, AND GUARANTEES**

23           **(B)     Infrastructure Completion or Agreement to Construct Improvements**  
24           **Required**

25           The developer must complete *public improvements and quasi-public improvements*

1 required for any *development* in accordance with plans approved by the *city* and must pass  
2 inspection prior to commencing other aspects of the *development*, or the developer must enter  
3 into an agreement with the *city* to construct improvements as described in Subsection 14-9.5(C).  
4 If the developer seeks to construct *public improvements and quasi-public improvements* without  
5 entering into an agreement to construct, the developer must first submit a financial guarantee  
6 based on an engineer's estimate for the cost of *site restoration* plus ten percent (10%) of the  
7 construction valuation, which shall be held until the end of the twelve-month warranty period.  
8 The *infrastructure* must be completed or the agreement to construct improvements must be  
9 executed prior to the earliest of the following:

10 (1) recording the *plat* for *development* that requires a subdivision *plat* other than a  
11 *plat* for a *family* transfer subdivision, a summary procedure *lot* split or a *resubdivision*;

12 (2) recording or filing in *city* archives an approved *development* plan;

13 (3) issuance of a construction *permit* for any construction other than the  
14 *infrastructure*, for *development* for which a *plat* for an inheritance or *family* transfer subdivision,  
15 a summary procedure *lot* split or a *resubdivision* is required; and

16 (4) issuance of a construction *permit* for any construction other than the  
17 *infrastructure*, for *development* for which no subdivision *plat* or *development* plan is required.

18 **Section 8. Section 14-12.1 of the Land Development Code (being Ord. No.**  
19 **2011-37, § 15, as amended) is amended to add the following definition:**

20 **PERMIT, EMERGENCY GRADING AT OWNER'S RISK**

21 A permit with applicable conditions that allows grading done solely at the risk of the owner,  
22 issued at the discretion of the land use director for the purpose of addressing an unforeseen  
23 emergency circumstance that poses an active or imminent danger to life, safety, or property and  
24 that requires immediate grading work to limit presently occurring damage or to prevent damage  
25 from occurring.



1 **PERMIT, LIMITED GRADING**

2 A permit with applicable conditions that allows partial grading of a site done solely at the risk of  
3 the owner, issued at the discretion of the land use director for the purpose of mitigating financial  
4 or other hardship while an application for an associated comprehensive grading and drainage  
5 permit is pending.

6 **PERMIT, PRELIMINARY CLEARING AND GRUBBING**

7 A permit with applicable conditions that allows clearing and grubbing of site vegetation, without  
8 any grading, excavating, or filling, done solely at the risk of the owner and issued at the discretion  
9 of the land use director for the purpose of mitigating financial or other hardship while an  
10 application for an associated comprehensive grading and drainage permit is pending.

11 **SITE RESTORATION**

12 The process of renewing, reclamation, and salvage of site features and ecosystems that have been  
13 altered, degraded, damaged, or destroyed by unauthorized or illegal activity to pre-development  
14 conditions or to other modified conditions as approved by the *city engineer*.

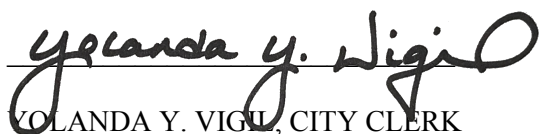
15 **Section 9. Effective Date.** This ordinance shall take effect on January 1, 2021.

16 PASSED, APPROVED, and ADOPTED this 30<sup>th</sup> day of September, 2020

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19 

20 ALAN WEBBER, MAYOR

21 ATTEST:

22  
23   
24 YOLANDA Y. VIGIL, CITY CLERK

1 APPROVED AS TO FORM:

2  
3   
4

ERIN K. McSHERRY CITY ATTORNEY

24 *Bill No. 2020-24*

25 *Legislation/2020/Ordinances/2020-23 Land Use Fees*

**FISCAL IMPACT REPORT****General Information:**(Check) Bill:   X   Resolution: \_\_\_\_\_Short Title(s): Land Use FeesSponsor(s): Mayor WebberReviewing Department(s): Land Use DepartmentStaff Completing FIR: Eli Isaacson Date: 7/3/20 Phone: 955-6830Reviewed by City Attorney:  Date: Aug 10, 2020Reviewed by Finance Director:  Date: Aug 11, 2020**Summary:**The proposed Bill would adopt a comprehensive schedule of all fees assessed by the Land Use Department for services provided to the public.**Departments Affected:**Land Use Department.**Consequences of Not Enacting Legislation:**Not enacting the proposed Bill could result in a lack of awareness by the public of all applicable fees for a proposed project or activity, which are currently found in numerous separate resolutions.**Conflict, Duplication, Companionship, or Relationship to Other Legislation:**This Bill relates to another proposed Bill that makes changes to the Short Term Rental regulations in Chapter 14.**Performance and Administrative Implications:**Adoption of this Bill would ensure the City is properly compensated for the services it provides the public.**Fiscal Implications:**The projected new revenue would be generated from adjustments to fees collected by the Land Use Department. All proposed fees correlate with existing services provided, the majority of which are provided currently for no charge. The proposed new fees would offset the cost of providing these services. In one instance, Exception to Historic Overlay, the fee is proposed to be reduced by \$100/request to reflect more closely the actual staff time associated with evaluating the request. There are no expenses associated with the proposed fee adjustment because staff members currently collect fees, and processing the new fees would require a nominal amount of additional staff time.**Fiscal Impact.**           Check here if no fiscal impact

**Expenditures**

<b>Expenditure Type</b>	<b>FYE __</b>	<b>FYE __</b>	<b>FYE __</b>	<b>Require BAR (Y/N)</b>	<b>Recurring (R) or Non-recurring (NR)</b>	<b>Fund</b>	<b>3-Year Total Cost</b>
<u>Personnel and</u>	\$ _____	\$ _____	\$ _____	_____	_____	_____	
<u>Benefits*</u>							
<u>Capital Outlay</u>	\$ _____	\$ _____	\$ _____	_____	_____	_____	
<u>Contractual/</u>	\$ _____	\$ _____	\$ _____		_____	_____	
<u>Professional Services</u>							
<u>Operating</u>	\$ _____	\$ _____	\$ _____		_____	_____	\$ _____
<u>Total:</u>	\$ _____	\$ _____	\$ _____				\$ _____

\* This includes all staff time associated with executing the job functions of the proposed legislation.

**Expenditure Narrative:**

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**Revenue**

<b>Revenue Type</b>	<b>FYE 21</b>	<b>FYE 22</b>	<b>FYE 23</b>	<b>Recurring (R) or Non-recurring (NR)</b>	<b>Fund</b>
General Fund	<u>\$551,725</u>	<u>\$551,725</u>	<u>\$551,725</u>	<u>R</u>	<u>11001</u>
Special Revenue	\$ _____	\$ _____	\$ _____	_____	_____
CIP	\$ _____	\$ _____	\$ _____	_____	_____
Enterprise	\$ _____	\$ _____	\$ _____	_____	_____
Internal Service	\$ _____	\$ _____	\$ _____	_____	_____
Trust and Agency	\$ _____	\$ _____	\$ _____	_____	_____
Federal	\$ _____	\$ _____	\$ _____	_____	_____
Other	\$ _____	\$ _____	\$ _____	_____	_____
Total	\$ _____	\$ _____	\$ _____		

**Revenue Narrative:**

**The estimated increase in fees as a result of the adoption of this Bill would be \$551,725.**