

KITTITAS COUNTY
DEPARTMENT OF PUBLIC WORKS

AGENDA STAFF REPORT

AGENDA DATE: January 17, 2017

ACTION REQUESTED: Request the Board of County Commissioners to set a Public Hearing to consider amending the 2012 Kittitas County Public Works Department Fee Schedule and adopt the 2017 Kittitas County Public Works Fee Schedule

BACKGROUND: The 2012 Kittitas County Public Works Department fees have been reviewed to determine the rate appropriately for full cost recovery. The proposed 2017 fee changes include:

Airport Fund: (Attachment A)

County Road Fund: (Attachment B)

Flood Control Fund: (Attachment C)

INTERACTION: Public Works Department

RECOMMENDATION: Set a Public Hearing on February 7, 2017 at 2:00 pm to consider amending the 2012 Kittitas County Public Works Department Fee Schedule and Adopt the 2017 Kittitas County Public Works Department Fees

HANDLING: Return one (1) original to Public Works

ATTACHMENTS: Notice of Public Hearing
Draft Airport Fund Fee Schedule (Attach. A)
Draft County Road Fund Fee Schedule (Attach. B)
Draft Flood Control Fund Fee Schedule (Attach. C)

LEAD STAFF: Kathy Jurgens
Finance System Manager

ATTACHMENT A

Attachment A

DRAFT

Free Services for Airport

ATTACHMENT B

KITITAS COUNTY ROAD FUND FEES

2017 Estimated Permit Cost Model

Cost Recovery Scenarios and Revenue Estimates

Attachment B

DRAFT

	Scenarios (Calc. from Fee Model):					Recommended Fee Scenario:			PROPOSED:	
	Scenario 1:	Scenario 2:	Scenario3:	Full Cost of Service		Current Fee	Recommended Percentage or 100% + Direct Costs (DC)	Fee Scenario	2017 FEE	
	25%	50%	75%	100%						
Public Works										
Access Permit	\$ 265	\$ 530	\$ 795	\$ 1,060		\$ 55	25%	\$ 265	\$ 270.00	
Address / Access Permit Combined Only	326	652	978	1,304		70	25%	\$ 326	\$ 330.00	
Address Permits	97	194	291	388		35	25%	\$ 97	\$ 100.00	
Addressing Plates	48	96	144	192		5	25%	\$ 48	\$ 50.00	
Building Move Application	198	396	594	792		600	100%	\$ 792	\$ 800.00	
Franchise Simple	805	1,611	2,416	3,221		750	50%	\$ 1,611	\$ 1,615.00	
Franchise Complex + direct costs	805	1,611	2,416	3,221		600	100% + DC	\$ 3,221	\$ 3,225.00	
Grading Permits over 500 yards	312	624	935	1,247		new fee	100%	\$ 1,247	\$ 1,250.00	
Haul Route - Detour Application	187	374	560	747		80	100%	\$ 747	\$ 750.00	
Haul Route - Extended Use	676	1,351	2,027	2,702		100	100%	\$ 2,702	\$ 2,700.00	
On-system County Road Establishment	942	1,885	2,827	3,770		1,500	100%	\$ 3,770	\$ 3,770.00	
Over Weight Road	188	375	563	750		600	100%	\$ 750	\$ 750.00	
Private Bridge Inspection + direct costs	842	1,683	2,525	3,366		new fee	100% + DC	\$ 3,366	\$ 3,370.00	
Private Road Inspection + direct costs	715	1,431	2,146	2,861		new fee	100% + DC	\$ 2,861	\$ 2,860.00	
Private Road Name	196	391	587	783		200	50%	\$ 391	\$ 400.00	
Private Road Name Establishment	194	388	581	775		200	50%	\$ 388	\$ 400.00	
Right of Way Permit	477	953	1,430	1,906		55	25%	\$ 477	\$ 475.00	
Right of Way Permit - Special Use	534	1,067	1,601	2,134		100	100%	\$ 2,134	\$ 2,135.00	
Road Standards Variance	333	666	1,000	1,333		280	75%	\$ 1,000	\$ 1,000.00	
Road Vacation Application	1,401	2,802	4,203	5,604		2,000	75%	\$ 4,203	\$ 4,205.00	
Short Plat	418	836	1,254	1,671		220	50%	\$ 836	\$ 840.00	
Final Plat (includes 1 civil review)	983	1,966	2,949	3,932		602	75%	\$ 2,949	\$ 2,950.00	
PUD Plat	1,015	2,030	3,046	4,061		602	75%	\$ 3,046	\$ 3,050.00	
Boundary Line Adjustment	179	357	536	714		90	50%	\$ 357	\$ 360.00	
Lot Consolidation	76	152	227	303		new fee	50%	\$ 152	\$ 150.00	
Alternative Energy + direct costs	2,406	4,811	7,217	9,623		new fee	100% + DC	\$ 9,623	\$ 9,625.00	
Grading Permits under 500 yards	126	252	378	504		new fee	100%	\$ 504	\$ 505.00	
Rezone Requests	816	1,632	2,448	3,264		300	50%	\$ 1,632	\$ 1,635.00	
SEPA Review	469	939	1,408	1,877		90	25%	\$ 469	\$ 470.00	

Fee Services for Public Works

KITTITAS COUNTY ROAD FUND FEES

2017 Estimated Permit Cost Model

Cost Recovery Scenarios and Revenue Estimates

Attachment B

DRAFT

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

ATTACHMENT C

KITTITAS COUNTY FLOOD CONTROL FUND FEES

Attachment C

2017 FLOOD CONTROL FUND ESTIMATED PERMIT COST MODEL

Cost Recovery Scenarios and Revenue Estimates

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

The Board of Kittitas County Commissioners will meet at 2:00 pm on February 7, 2017 in the Commissioner's Auditorium located at the Kittitas County Courthouse, 205 W. 5th, Room 109, Ellensburg, Washington to consider the amendment to the 2012 Kittitas County Public Works Fee Schedule and adoption of the 2017 Kittitas County Public Works Fee Schedule.

More information is online at <http://www.co.kittitas.wa.us/notices/>.

Clerk of the Board

Publish:

Daily Record: 01/26/17; 02/02/17

North Kittitas County Tribune: 01/26/17; 02/02/17

For more information, contact Public Works

Anyone with an interest in this matter is urged to attend said hearing where all testimony will be taken. Written comments may be received at 205 W 5th Ave. STE 108, Ellensburg, WA 98926 at or prior to the hearing.

Kittitas County complies with all ADA requirements.