



SANDY SPRINGS

GEORGIA

TO: John McDonough, City Manager

FROM: Ginger Sottile, Acting Director of Community Development

DATE: November 13, 2017, for submission onto the November 21, 2017 Mayor and City Council Meeting Agenda

ITEM: A Resolution to Amend the Sandy Springs Community Development Fee Schedule

Recommendation:

Staff recommends **approval** of the Resolution to amend the fee schedule and clarification of the assignment of fees associated with single-family dwellings with three or more units.

Background:

The Department of Community Development assesses building permit fees based on the type of housing and construction being contemplated. This is to provide more clarity to applicant and staff when assessing fees associated with multi-unit housing developments.

The Department of Community Development handles various types of requests for permits, zoning actions and other applications.

Fees are often tied to the specific zoning district in which the request applies. Since the Development Code, effective September 15, 2017, introduced new zoning districts, the fee schedule must be updated to provide consistent application of the fees.

Further, research on fees imposed by other jurisdictions, the cost of publishing legal notices, and staff time expended on the review of the requests, indicates that these fees should be increased in a general manner.

Discussion:

The proposed fee schedule establishes fees for the following:

-) Character Area Map amendment
-) Zoning Map amendment (rezoning)
-) Conditional Use Permit
-) Variances (different categories)



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-) Appeal
-) Revision to an application
-) Public notice (legal ad)
-) Temporary Use Permit
-) Printed copies of Maps and Code

The City requires legal ads to be published in two newspapers, The Reporter and The Neighbor. Based on invoices from 2016 and 2017, the placement of one notice in each paper ranges, based on size, from approximately \$400 up to \$1,000. Until now, the City has been paying for these notices, unless the request had to be re-advertised due to the Applicant's created circumstances.

Staff compared the fees established by the cities of Brookhaven, Milton, Roswell, Woodstock and Charlotte, NC, and found that there is a wide range of fees applied and noted the schedules are structured differently, making a true comparison difficult. The proposed fees for the City of Sandy Springs are relatively consistent with those reviewed, albeit higher in some instances.

The current fee schedule used by Planning and Zoning has not been updated since 2006.

Note: The proposed fees do not include a \$5 Technology Fee adopted by the City in January 2017.

Alternatives:

The City could decide not to adopt the amendment, leaving the fee schedule structured around old zoning districts

Attachments:

-) Comparison Chart of COSS Current and Proposed Fees
-) Comparison Chart of COSS Proposed Fees and Selected Cities' Fees
-) Draft Resolution

Existing and Proposed COSS Planning and Zoning Fee Schedule

| Type | Fee | | | | | | | | |
|--|--|--|--------------|---------------|----------------|--------------------------------------|--|--|--|
| | Current (2006) | | | | | Proposed | | | |
| Comprehensive Plan Character Area Map Amendment | N/A | | | | | | | To: | |
| | | | | | | | | RE-, RD- | \$750 + \$100/acre* |
| | | | | | | | | RU-, RT-, RM-, RX-ON-, OX-, CX-, SX-, TX-, CS-, IX-, CC-, PR-, PX-, PM- | \$1,000 + \$100/acre* |
| | | | | | | | | PK, CON | \$500** |
| Zoning Map Amendment (Rezoning) | To: | <5 acres | 5.1-10 acres | 10.1-20 acres | 20.1-100 acres | >100 acres | To: | | |
| | AG-1, R-1, R-2, R-2A, R-3, R-3A, R-4, R-4A, R-5, R-5A | \$500 | \$1,000 | \$1,500 | \$2,000 | \$2,500 + \$40/acre*; max.: \$10,000 | RE-, RD- | \$750 + \$100/acre* | |
| | R-6, TR, A, A-L, O-I, C-1, C-2, M-1A, M-1, M-2 | \$750 | \$1,500 | \$2,000 | \$2,500 | \$2,000 + \$50/acre*; max.: \$10,000 | RU-, RT-, RM-, RX-, PR- | \$2,000 + \$50/acre*; max. fee: \$10,000 | |
| | CUP, NUP, MHP | \$2,000 + \$50/acre*; max. fee: \$10,000 | | | | | | | |
| | MIX | \$1,000 + \$50/acre*; max. fee: \$10,000 | | | | | | ON-, OX-, CX-, SX-, TX-, CS-, IX-, CC-, PX-, PM- | \$1,000 + \$50/acre*; max. fee: \$10,000 |
| | | | | | | | | PK, CON | \$500** |
| Conditional Use Permit | Mobile home | \$250 | | | | | \$1,000 | | |
| | All others | \$500 | | | | | | | |
| Modification | \$300 for first + \$100 each additional | | | | | | N/A | | |
| Concurrent Variance | R-1, R-2, R-2A, R-3, R-3A, R-4, R-4A, R-5, R-5A, NUP, CUP, MHP | \$250 for first + \$50/additional request | | | | | | N/A | |
| | AG-1, R-6, TR, A, A-L, O-I, C-1, C-2, M-1A, M-1, M-2, MIX, and nonresidential uses in a residential district | \$350 for first + \$100/additional request | | | | | | | |
| | Signs | \$300 for first + \$100/additional request | | | | | | | |
| Variance | For property zoned: | | | | | | | For property zoned: | |
| | R-1, R-2, R-2A, R-3, R-3A, R-4, R-4A, R-5, R-5A, NUP, CUP, MHP | \$250 for first + \$50/additional request | | | | | | RE-, RD- PK, CON | \$300 + \$100/each additional request |
| | AG-1, R-6, TR, A, A-L, O-I, C-1, C-2, M-1A, M-1, M-2, MIX, and nonresidential uses in a residential district | \$350 for first + \$100/additional request | | | | | | RU-, RT-, RM-, RX-ON-, OX-, CX-, SX-, TX-, CS-, IX-, CC-, PR-, PX-, PM- | \$600 + \$100/each additional request |
| Stream Buffer Variance | For property zoned: | | | | | | | For property zoned: | |
| | R-1, R-2, R-2A, R-3, R-3A, R-4, R-4A, R-5, R-5A, NUP, CUP, MHP | \$250 for first + \$50/additional request | | | | | | RE-, RD- | \$750 + \$100/each additional request |
| | AG-1, R-6, TR, A, A-L, O-I, C-1, C-2, M-1A, M-1, M-2, MIX, and nonresidential uses in a residential district | \$350 for first + \$100/additional request | | | | | | RU-, RT-, RM-, RX-ON-, OX-, CX-, SX-, TX-, CS-, IX-, CC-, PR-, PX-, PM- PK, CON | \$850 + \$100/each additional request |
| Administrative Variance | For property zoned: | | | | | | | For property zoned: | |
| | R-1, R-2, R-2A, R-3, R-3A, R-4, R-4A, R-5, R-5A, NUP, CUP, MHP | \$250 for first + \$50/additional request | | | | | | RE-, RD- PK, CON | \$300 + \$100/each additional request |
| | AG-1, R-6, TR, A, A-L, O-I, C-1, C-2, M-1A, M-1, M-2, MIX, and nonresidential uses in a residential district | \$350 for first + \$100/additional request | | | | | | RU-, RT-, RM-, RX-ON-, OX-, CX-, SX-, TX-, CS-, IX-, CC-, PR-, PX-, PM- | \$400 + \$100/each additional request |
| Noise Variance [†] | \$250 | | | | | | \$250 | | |
| Sign Variance | \$300 for first + \$100/additional request | | | | | | \$500 + \$100/each additional request | | |
| Revisions to a filed application | Comprehensive Plan Character Area Map Amendment | N/A | | | | | Comprehensive Plan Character Area Map Amendment | \$350 | |
| | Zoning Map Amendment (Rezoning) | \$150 each submittal | | | | | Zoning Map Amendment (Rezoning) | \$350 | |
| | Conditional Use Permit | \$150 each submittal | | | | | Conditional Use Permit | \$350 | |
| | Modification | \$100 each submittal | | | | | Modification | N/A | |
| | Variance, Stream Buffer Variance, Administrative Variance, Sign Variance | \$150 each submittal | | | | | Variance, Stream Buffer Variance, Administrative Variance, Sign Variance | \$250 | |
| Appeal | \$50 | | | | | | \$500 | | |
| Public Notice | Published notice (newspaper) | City currently handles | | | | | Published notice (newspaper) | Actual cost | |
| | Readvertisement (newspaper) | City currently handles | | | | | Readvertisement (newspaper) | Actual cost | |
| PC & MCC meeting signs (min. 1 sign/street frontage) | \$25 each | | | | | | Applicant handles | | |
| Public notice sign for Variance, Stream Buffer Variance, Sign Variance | \$25 each | | | | | | Applicant handles | | |

*Additional cost per acre for each additional acre (or portion thereof) over the first acre

**If donating or deeding to the City, fees may be waived

[†]Per the noise ordinance, a noise variance may be granted allowing for one (1) variation within one (1) 24-hour period. For commercial development, a second noise variance may be granted for an additional 24-hour period upon demonstration of just cause and amelioration of impact upon surrounding and nearby properties. Thereafter, a residential or commercial applicant may request up to three (3) additional variances by submission to the zoning Board of Appeals. At that point, regular Variance fees would apply.

Notes:

· Debit and credit card transactions are subject to a 5% surcharge

· All fees are based on *each* request

Proposed COSS Planning and Zoning and Selected Cities Fee Schedules

| Type | Fee | | | | | | | | | | | | | | | | | | | | | | |
|--|--|---|---|---|----------------|-----------------|------------------|---|---------------------------------------|---|--|-------------------------------|----------------------------|--|----------------------|--|--------------------------------------|------------------------------|---------|-----|--|--|--|
| | COSS Proposed | | Brookhaven (2017) | | | | | Milton (date?) | | | | Roswell (2013) | | Woodstock (2017) | | Charlotte (2017) | | | | | | | |
| Comprehensive Plan Character Area Map Amendment | To: RE, RD- | \$750 + \$100/acre* | N/A | | | | | N/A | | | | N/A | | N/A | | N/A | | | | | | | |
| | RU-, RT-, RM-, RX- ON-, OX-, CX-, SX-, TX-, CS-, IX-, CC-, PR-, PX-, PM- PK, CON | \$1,000 + \$100/acre* | N/A | | | | | N/A | | | | N/A | | N/A | | N/A | | | | | | | |
| | | \$500** | N/A | | | | | N/A | | | | N/A | | N/A | | N/A | | | | | | | |
| Zoning Map Amendment (Rezoning) | To: | | To: | 0 to 5 acres | 5+ to 10 acres | 10+ to 20 acres | 20+ to 100 acres | 100+ | | Base fee for first 5 acres | Additional for 5 to 10 acres | Additional for 10 to 20 acres | Additional 20 to 100 acres | \$1,000 + \$100/acre over 5 acres; max. fee: \$5,000 | 0-19 acres | \$750 | Minor Rezoning - conditional zoning | \$3,100 | | | | | |
| | RE-, RD- | \$750 + \$100/acre* | R-200, R-150, R-30,000, R-20,000, R-100, R-85, R-75, R-60, R-A5, R-50, R-A8 | \$500 | \$1,000 | \$1,500 | \$2,000 | \$2,500 + additional \$40/acre for any portion thereof over 100 acres; max. fee: \$10,000 | Agricultural and residential | \$500 | \$1,000 | \$1,500 | \$2,000 | | 20-99 acres | \$850 | Major Rezoning - conditional zoning | \$5,000 | | | | | |
| | RU-, RT-, RM-, RX-, PR- | \$2,000 + \$50/acre*; max. fee: \$10,000 | R-DT, RM-150, RM-100, RM-85, RM-75, RM-HD, MHP, TND, NCD, R-NCD, O-I, O-I-T, O-D, OCR, NS, C-1, C-2, M, M-2, PC-1, PC-2, PC-3 | \$750 | \$1,500 | 2,000 | \$2,500 | \$3,000 + additional \$50/acre for any portion thereof over 100 acres; max. fee: \$10,000 | Commercial and multi-family districts | \$750 | \$1,500 | \$2,000 | \$2,500 | | 100 acres or greater | \$1,000 + \$100/acre over 99 acres | Conventional Rezoning | \$2,000 | | | | | |
| | ON-, OX-, CX-, SX-, TX-, CS-, IX-, CC-, PR-, PX-, PM- PK, CON | \$1,000 + \$50/acre*; max. fee: \$10,000 \$500** | | | | | | | CUP, NUP districts | \$2,000 + \$50/acre; max. fee: \$10,000 | | | | | | | Rezoning - administrative amendments | \$460 | | | | | |
| | | | | | | | | | MIX district | \$1,000 + \$50/acre; max. fee: \$10,000 | | | | | | | | | | | | | |
| Conditional Use Permit | \$1,000 | | \$400 | | | | | | All districts | \$500 | | | | \$500 | \$300 | N/A | | | | | | | |
| Modification | N/A | | Major Modification | See Rezoning fees | | | | | | Mobile home | \$250 | | | | N/A | N/A | N/A | | | | | | |
| Concurrent Variance | N/A | | Minor Modification | \$300 + \$100/each additional request on the same piece of property | | | | | | Residential, CUP, NUP districts | \$350 + \$100/each additional | | | | N/A | N/A | N/A | | | | | | |
| Text Amendment | N/A | | | N/A | | | | | | Agricultural, commercial, MIX districts | \$250 + \$50/each additional concurrent variance on same property | | | | Residential | \$250 for first + \$50/each additional | Add \$100 each to Rezoning fee | N/A | | | | | |
| | | | | N/A | | | | | | | N/A | | | | Non-residential | \$350 for first + \$50/each additional | | | | | | | |
| Variance | For property zoned: RE-, RD- PK, CON | \$300 + \$100/each add'l request | Single-family residential zoning districts | \$250 + \$50/each additional request on the same piece of property | | | | | | Residential, CUP, NUP districts | \$250 + \$50/each additional concurrent variance on same property | | | | Residential | \$250 for first + \$50/each additional | \$300 + \$100/each additional | Residential | \$730 | | | | |
| | RU-, RT-, RM-, RX- ON-, OX-, CX-, SX-, TX-, CS-, IX-, CC-, PR-, PX-, PM- PK, CON | \$600 + \$100/each add'l request | Multi-family districts, non-residential districts, and commercial uses in residential | \$350 + \$100/each additional request | | | | | | Agricultural, commercial, MIX districts | \$350 + \$100/each additional concurrent variance on same property | | | | Non-residential | \$350 for first + \$50/each additional | | Commercial | \$1,645 | | | | |
| Stream Buffer Variance | For property zoned: RE-, RD- PK, CON | \$750 + \$100/each add'l request | | N/A | | | | | | | N/A | | | | | | | | | | | | |
| | RU-, RT-, RM-, RX- ON-, OX-, CX-, SX-, TX-, CS-, IX-, CC-, PR-, PX-, PM- PK, CON | \$850 + \$100/each add'l request | | N/A | | | | | | | N/A | | | | | | | | | | | | |
| Administrative Variance | For property zoned: RE-, RD- PK, CON | \$300 + \$100/each add'l request | Single-family residential zoning districts | \$250 + \$50/each additional request on the same piece of property | | | | | | | N/A | | | | | | Residential | \$200 + \$50/each additional | N/A | | | | |
| | RU-, RT-, RM-, RX- ON-, OX-, CX-, SX-, TX-, CS-, IX-, CC-, PR-, PX-, PM- PK, CON | \$400 + \$100/each add'l request | Multi-family districts, non-residential districts, and commercial uses in residential | \$350 + \$100/each additional request | | | | | | | N/A | | | | | | Commercial/Industrial | \$250 + \$50/each additional | N/A | | | | |
| Noise Variance | \$250 | | | N/A | | | | | | | N/A | | | | | | | | N/A | | | | |
| Sign Variance | \$500 + \$100/each additional request | | | \$350 + \$100/each additional request | | | | | | | N/A | | | | | | | | | N/A | | | |
| Special Exception Variance | | | Single-family residential zoning districts | \$250 + \$50/each additional request on the same piece of property | | | | | | | N/A | | | | | | | | | N/A | | | |
| | | | Multi-family districts, non-residential districts, and commercial uses in residential | \$350 + \$100/each additional request | | | | | | | N/A | | | | | | | | | N/A | | | |
| Revisions to a filed application | Comprehensive Plan Character Area Map Amendment | \$350 | All land use and variance petitions (except Administrative Variance and Minor Variance) | \$150/each submittal of a revision | | | | | | | N/A | | | | | | | | | | | | |
| | Zoning Map Amendment (Rezoning) | \$350 | | | | | | | | | | | | | | | | | | | | | |
| | Conditional Use Permit | \$350 | | | | | | | | | | | | | | | | | | | | | |
| | Modification | N/A | | | | | | | | | | | | | | | | | | | | | |
| Variance, Stream Buffer Variance, Administrative Variance, Sign Variance | \$250 | | | N/A | | | | | | | N/A | | | | | | | | | | | | |
| Condition Amendment | N/A | | | N/A | | | | | | | N/A | | | | | | | | | | | | |
| Appeal | \$500 | | | N/A | | | | | | | N/A | | | | | | | | | | | | |
| | | | | N/A | | | | | | | N/A | | | | | | | | | | | | |
| | | | | N/A | | | | | | | N/A | | | | | | | | | | | | |
| Public Notice | Published notice (newspaper) | Actual cost | | \$20 | | | | | | | N/A | | | | | | | | | | | | |
| | Readvertisement (newspaper) | Actual cost | | N/A | | | | | | | N/A | | | | | | | | | | | | |
| PC & MCC meeting signs (min. 1 sign/street frontage) | Applicant handles | | All land use petitions | \$135 per 500' per frontage | | | | | | | N/A | | | | | | | | | | | | |
| Public notice sign for Variance, Stream Buffer Variance, Sign Variance | Applicant handles | | All land use and variance petitions (except Administrative Variance and Minor Variance) | \$135 per 500' per frontage | | | | | | | N/A | | | | | | | | | | | | |

*Additional cost per acre for each additional acre (or portion thereof) over the first acre
 **If donating or deeding to the City, fees may be waived

TCO Fee Schedule

| Type | Fee |
|--|-----------------------|
| Temporary Certificate of Occupancy Fee | \$200 |
| Residential | \$50/unit per month |
| Non-Residential | \$1/sq. ft. per month |
| Landscape Only | \$500 per month |
| Single-Family Residential | \$250 per unit |

RESOLUTION #2017-10-XXX

**STATE OF GEORGIA
COUNTY OF FULTON**

**A RESOLUTION TO AMEND THE CITY OF SANDY SPRINGS COMMUNITY
DEVELOPMENT FEE SCHEDULE**

1 **WHEREAS**, the Mayor and City Council find that from time to time it is necessary to
2 update and amend the City of Sandy Springs Fee Schedule to ensure collection of fees in accordance
3 with the codes and ordinances of the city; and
4

5 **WHEREAS**, the Mayor and City Council find that the current Community Development
6 Fee Schedule does not reflect the actual cost of reviewing various requests and applications;
7

8 **WHEREAS**, the Mayor and City Council find that the current Community Development
9 Fee Schedule does not reflect the zoning districts established under the new Development Code,
10 effective September 15, 2017;
11

12 **WHEREAS**, the Mayor and City Council intend to adopt the Community Development
13 Fee Schedule as attached hereto and incorporated herein by this reference, and as may be further
14 amended by subsequent actions of this Council, to accurately reflect actual costs of reviewing
15 various requests and applications and new zoning districts established under the new Development
16 Code, effective September 15, 2017; and
17

18 **WHEREAS**, the attached Community Development Fee Schedule is a clarification and
19 restatement of existing policies, including but not limited to the issuance of residential building
20 permits for one or two unit single family dwellings and commercial building permits for single
21 family dwellings with three or more units; and
22

23 **WHEREAS**, the distinction between residential building permits for one or two unit single
24 family dwellings and commercial building permits for single family dwellings with three or more
25 units reflects a difference in the costs of reviewing the various requests, applications, regulations
26 and requirements subject to such distinction, and is the standard in the majority of municipalities
27 across the state; and
28

29 **WHEREAS**, this Ordinance shall become effective upon its adoption and shall be applied
30 to all projects submitted to the City's Department of Community Development after December 15,
31 2017.
32

33 **NOW, THEREFORE**, to accomplish the foregoing, the Mayor and City Council of the
34 City of Sandy Springs, Georgia, pursuant to their authority, that the revised Community
35 Development Fee Schedule is hereby adopted and approved as attached hereto, incorporated and
36 referenced herein, to be applied to all projects submitted to the City's Department of Community
37 Development after December 15, 2017.

RESOLVED this the 21st day of November, 2017.

Approved:

Russell K. Paul, Mayor

Attest:

Michael Casey, City Clerk
(Seal)