



City of Langley
Planning Department
Jeff Arango, AICP, CFM

Memorandum

To: Mayor Samuelson, City Council

Re: Land Use Fee Schedule

The Planning Department, in association with the Finance Committee, has reviewed the land use fee schedule and recommends the fee schedule be amended as presented in the attached fee schedule proposal. Land use fees represent a small fraction of overall general fund revenues and are currently projected bring in \$9000 in revenue in 2011.

The recommended amendments are as follows:

1. Rounding up or down for simplicity and clarity
2. Added a sliding scale fee for binding site plans based on the size of the project and consistent with the preliminary plat fees
3. Removal of fees for certain non-permitting actions such as code interpretations
4. Removal of fees for legislative actions such as comprehensive plan amendments
5. Other amendments to better align City costs with fees

Attachments: Proposed 2012 Land Use Fee Schedule
Spreadsheet comparing 2012 and 2011 fees

**EXHIBIT A to Ordinance No. 925
Land Use Fee Schedule – 2012 Update**

Type of Application	Base Fee (\$)¹	Engineering Hours included in Base Fee²
Accessory Dwelling Unit	200	1
Annexation	3000	10
Administrative Appeal – Hearing Examiner	840	2
Bed & Breakfast Rooms	300	1
Bed & Breakfast Inns	700	1
Binding Site Plan - Preliminary	2,900-5 or 6 units 3,800-7 to 10 units 4,800-over 10 units	10
Binding Site Plan - Final	1,700	5
Binding Site Plan Amendment	1000	2
Boundary Line Adjustment	400	1
Occupancy Review (zoning compliance)	100	1
Code Interpretation-Written	No Charge	0
Comprehensive Plan Amendment	No Charge	0
Conditional Use Permit-Minor	300	0
Conditional Use Permit - Major	2000	2
Cottage Housing Development	2,900-6 units or fewer 3,800-7 to 10 units 4,800-over 10 units	10
Design Review ³	50-paint color only 100-\$20,000 or less 200-\$20,000 to \$50,000 250-\$50,000 to \$100,000 350-\$100,000 or more	0
Sign Permit	50	0
Sign Permit – After the fact	100	
Clearing and Grading	300	0
Home Occupation-Class I	100	0
Home Occupation-Class II	250	0
Home Occupation-Class III	500	1
Home Occupation-Annual Review	100	0
Nonconforming Use/Building	200	0

¹ Fee amounts listed cover staff costs accrued during land use application review only. This fee does not cover other costs that must be borne by the applicant, such as the costs of outside consultants hired by the City to perform peer or specialized reviews, staff or outside consultant costs associated with inspection during plan review and construction inspection and legal costs incurred by the City during project review, appeals and inspection. All such additional costs are subject to a 10% administrative fee.

² Engineering hours in excess of the hours listed shall be billed at the engineer's hourly rate plus 10% administrative fee.

³ Dollar ranges are based on building permit valuation as determined by the Langley Building Official.

Review		
Other Applications	400	1
Open Space Taxation	No charge	0
Planned Unit Development	2,900-5 or 6 units 3,800-7 to 10 units 4,800-over 10 units	
Pre-application Conference	570	1
Rezone – Lower Classification	200	0
Rezone – Higher Classification	1,200	0
Critical Area Permit	400	0
Critical Area Permit Amendment	200	0
Shoreline Substantial Development	1,500 – upland 3000 - overwater	10
Shoreline Conditional Use	1500	0
Shoreline Variance	1500	0
Shoreline Exemption	300	0
Shoreline Permit Amendment	1000	0
Short Plat Preliminary	1,700-2 lots 2,700-3 or 4 lots 3800 - 5 to 9 lots	5 10
Short Plat Final	600	2
Short Plat Amendment	1,000	5
SEPA Review – DNS, MDNS, DS*	400	5
SEPA – DS Scoping and Impact Statement Preparation	1000 + actual cost	2
Street Vacation	680 + appraisal	1
Long Plat Preliminary	2,900-5 or 6 lots 3,800-7 to 10 lots 4,800-over 10 lots	10
Long Plat Final	1,700	5
Long Plat Alteration	2,000	5
Temporary Use	250	0
Time Extension Request	200	0
Variance	1500	0
Zoning Text Amendment	No Charge	0
HOURLY CHARGES (subject to 10% administrative fee)		
City Staff	City Hired Consultants	
\$45/hour	Actual Costs	

*SEPA review (DNS, MDNS, or DS) associated with land divisions, binding site plans, or shoreline permits, included in project application. SEPA threshold decisions on clearing and grading, building permits, or other nonexempt project to be billed separately per the fee schedule.

Permit Type	Proposed 2017 Fee	Engineering Hours	Existing 2013 Fee	Difference
Accessory Dwelling Unit	200	1	550	(350)
Annexation	3000	10	2120	880
Administrative Appeal – Hearing Examiner	840	2	840	0
Bed & Breakfast Rooms	300	1	370	(70)
Bed & Breakfast Inns	700	1	640	60
Binding Site Plan - Preliminary	2,900-5 or 6 units 3,800-7 to 10 units 4,800-over 10 units	10	1820	1080
Binding Site Plan - Final	1,700	5	0	1700
Binding Site Plan Amendment	1000	2	800	200
Boundary Line Adjustment	400	1	480	(80)
Occupancy Review (zoning compliance)	100	1	500	(400)
Code Enforcement	Actual cost based on hrs	0		0
Code Interpretation- Written	No Charge	0	200	(200)
Comprehensive Plan Amendment	No Charge	0	1400	(1400)
Conditional Use Permit- Minor	300	0	430	(130)
Conditional Use Permit - Major	2000	2	1090	910
Cottage Housing Development	2,900-6 units or fewer 3,800-7 to 10 units 4,800-over 10 units	10	2850	50
Design Review[3]	50-paint color only 100-\$20,000 or less 200-\$20,000 to \$50,000	0	3850	(50)
			3850	950
			50	0
			100	0
			180	20

	250-\$50,000 to \$100,000		265	(15)
	350-\$100,000 or more		350	0
Sign Permit	50	0	50	0
Sign Permit – After the fact	100		0	100
Clearing and Grading	300	0	260	40
Home Occupation-Class I	100	0	100	0
Home Occupation-Class II	250	0	240	10
Home Occupation-Class III	500	1	700	(200)
Nonconforming Use/Building Review	200	0	170	30
Other Applications	400	1	440	(40)
Open Space Taxation	No charge	0	170	(170)
Planned Unit Development	1700		n/a	0
Pre-application Conference	570	1	570	0
Rezone – Lower Classification	200		1200	(1000)
Rezone – Higher Classification	1,200	0	1200	0
Critical Area Permit	400	0	420	(20)
Critical Area Permit Amendment	200	0	330	(130)
Shoreline Substantial Dev.	1,500 – upland	10	1900	(400)
Shoreline Substantial Development	3000 - overwater		2900	100
Shoreline Conditional Use	1500	0	420	1080

Shoreline Variance	1500	0	420	1080
Shoreline Exemption		0		
Shoreline Permit	300		120	180
Short Plat Preliminary	1000	0	420	580
	1,700-2 lots	5	1630	70
	2,700-3 or 4 lots	10		
	3800 - 5 to 9 lots		1630	1070
Short Plat Final	600	2	570	30
Short Plat Amendment	1,000	5	1300	(300)
SEPA Review – DNS,	400	5	170	230
SEPA – DNS or MDNS	170	0		170
SEPA – DS Scoping and Impact Statement	1000 + actual cost	2	820 + Actual Cost	180
Street Vacation		1		
Long Plat Preliminary	680 + appraisal		680 + appraisal	0
	2,900-5 or 6 lots	10	2850	50
	3,800-7 to 10 lots		3750	50
	4,800-over 10 lots		4750	50
Long Plat Final	1,700	5	1640	60
Long Plat Alteration	2,000	5	2030	(30)
Temporary Use	250	0	280	(30)
Time Extension Request	200	0	160	40
Variance	1500	0	1040	460
Zoning Text Amendment	No Charge	0	1040	(1040)