

City Council Item

June 24, 2024



Item	Adopt Ordinance XXX: Amending 2024 Fee Schedule	
File No.		Item No: E.25
Agenda Section	<u>CONSENT AGENDA</u>	
Prepared By	Jenny Potter, City Clerk	
Reviewed By	Laurie Hokkanen	

SUGGESTED ACTION

"The Chanhassen City Council Adopts Ordinance XXX: Amending 2024 Fee Schedule, and summary ordinance as presented."

Motion Type	4/5 Vote
Strategic Priority	Operational Excellence

SUMMARY

In reviewing the city's procedures for administering sewer access charges (SAC) and water access charges (WAC), it has been determined that the city does not need to charge a \$75.00 surcharge for each SAC unit associated with a building project. Therefore, it is proposed that the \$75.00 surcharge per SAC unit be removed from the city's fee schedule. The City Council received information about this proposed change at their work session on May 20, 2024.

Additionally, staff is proposing amendments to other parts of the city's fee schedule related to private development. These revisions include eliminating the per lot and per 1,000 square feet fee additions to the base application fee for plats and site plans. It is also proposed to eliminate the \$3.00 per address fee. However, to continue offsetting mailing costs for applications that require public hearing notifications, a small fee increase is proposed for those application types.

Other amendments to the fee schedule include clarifying rates for encroachment agreements, adding fees for assessment searches and permit investigations, and introducing a new property type for Garden

Centers. Additionally, there is a proposed reduction in the percentage of balance for late fees on delinquent utility accounts.

BACKGROUND

DISCUSSION

BUDGET

While the proposed SAC/WAC portion of the ordinance would be a fee reduction, the work performed related to SAC/WAC coordination is done alongside the rest of the building permitting process and as a result the building permit fees are adequate to cover the staff time associated with this task. The remainder of proposed fee amendments are expected to be budget neutral.

RECOMMENDATION

Staff recommends adoption of the proposed ordinance and summary ordinance as presented.

ATTACHMENTS

[Ordinance XXX: Amending 2024 Annual Fee Schedule](#)

[Ordinance XXX Fee Schedule Summary](#)