



Hall County Regional Planning Commission

Wednesday, June 02, 2010
Regular Meeting

Item -6

2010-2011 Budget and Fees

Insert a narrative here

Staff Contact:

Date: May 26, 2010

To: Hall County Regional Planning Commission
From: Chad Nabity, Planning Director
Re: 2010-2011 Budget and Fees

Enclosed you will find the budget for the Hall County Regional Planning Commission. The budget submitted this year assumes 20% of the funding for the Planning Director Secretary positions will be funded by the Grand Island Community Redevelopment Authority and that 38% of the funding for the Planning Technician position will be funded by the Grand Island Utilities Department. The percentage of funding for the Secretary position from CRA has increased by 10%.

The Regional Planning Department has had a history of cooperation with other city departments and agencies for funding since 1990 when the budget was amended to transfer the planning technician position to the Grand Island Utilities Department for 10 pay periods every year. This has been a beneficial partnership that has kept the costs of maintaining the planning department lower than it would have been without the partnership and increased the efficiency and communication between the utilities department and the planning department. The partnership with the CRA was formed in 2005 and has resulted in increased efficiency and effectiveness for both agencies.

The City has embarked on a process of program prioritization to insure that tax dollars are spent effectively on programs that are consistent with the goals of the Grand Island City Council and by extension with the citizens. The planning department programs scored well in the process ending up in the top two quartiles of all city programs. Even though all of the planning programs scored well all city departments are experiencing cuts. As a result the planning department has been required to decrease the budget or increase fees to cover \$7,974 and any increases in personnel expenses. This proposed budget meets those requirements.

The County Board has given budget guidance that there should be no increase in the amount requested from last year. All changes to salaries and other line items must be contained within the amount approved with the 2009-2010 budget. This proposed budget meets those requirements.

Based on the proposed budget Regional Planning Commission is requesting \$100,475 in budget authority for fiscal year 2010-2011 from both Hall County and the City of Grand Island. The budget as submitted to the County last year was \$211,332. This included \$105,666 from both Hall County and Grand Island. Once again the Planning Department is requesting no funding for Capital equipment this year. The proposed changes to the budget will cover increased personnel costs, the Director's salary will be

frozen for the 2010-2011 budget year and the secretary position will be eligible for step increase and both the secretary and technician positions include a 3.5% increase in base salary as approved with the union contract.

Operating expenses have been review and were adjusted downward where ever possible. No operating expense items are expected to increase this year. The payment by the Planning Department for computer services is expected to drop to \$7796 this year. The contract services, printing and duplicating, repair of office furniture and equipment, travel and training, office supplies and non capital office equipment line items have been reduced for the 2011 fiscal year. The other items are expected to remain unchanged. Overall personnel expenses will be reduced by \$5426 or 2.9%. Overall non-personnel expenses will be reduced by \$4957 or 20.46%. The budget as proposed represents a **decrease** in spending authority of **\$10,383** or **4.91%**. **This proposed budget is slightly lower than the budget approved for the 2008-2009 budget year.**

Decreasing expenses within the department is one piece of the budget puzzle. The other piece is looking at fees and the possibilities available for revenue generation. The current fees have been reviewed as have the services provided by the planning department for which we do not currently charge a fee. It is suggest that almost all of the fees be increased. These increases should be implemented by both the City and County. They represent a more equitable share of the expense to process applications and provide specific services to individuals that stand to benefit from those services.

Two new fees that are being recommended include a \$10 fee for providing a letter of interpretation for flood plain and a \$50 fee for review and submission of letters of map amendment to FEMA. These are both services that the planning department has provided since flood plain regulations were adopted in Hall County.

Letters of map interpretation are often requested by real estate agents, appraisers, bankers and other interested people. The planning staff checks the property to see if it appears to be in the flood plain and issues a letter defining our interpretation. We process between 10 and 20 of these per week. This same information is available on MapSifter and individuals could make their own determination using that tool. Banks often are required to use a 3rd party service to make a determination for loan purposes and our letter does not meet their requirements.

Planning staff also provides a service to individuals wishing to have their property removed from the flood plain by reviewing the application to make sure that the appropriate information is included with the application and that the application is filled out correctly. Individual property owners can submit these applications without review by the planning department. If individual property owners submit the letter and it is approved the planning department will be notified by FEMA and will make the letter available on MapSifter. If the individual wishes to have their application reviewed and the additional map that we provide to complete the application there will be a fee of \$50 due. Planning staff will review the application, include necessary maps and send the application to FEMA. We will follow up on any requests for additional information from FEMA and aid the applicant in getting their request approved.

REGIONAL PLANNING COMMISSION FEES AND CHARGES: Proposed for 2010-2011

Service or Product

Fee

Category 1. Zoning

a. Zoning Map Amendment (general)	\$400.00	750.00
b. Zoning Ordinance Text Amendment	\$500.00**	750.00
c. CD or RD Comprehensive Rezoning (Grand Island and 2 mile limit)	\$500.00	750.00
d. P.U.D. Rezoning (4 lots or less) (Hall County)	\$300.00	750 + 10/lot
(5 or more lots)(Hall County)	\$400.00 + \$10.00/lot	

Category 2. Subdivision

a. Preliminary Plat	\$ 350.00 + \$10.00/lot	
	\$ 400.00 + \$10.00/lot	
b. Final Plat - (Grand Island and 2 mile limit)	\$ 325.00	
	\$ 400.00 + \$10.00/lot	
(Elsewhere in region)	\$ 200.00**	
	\$ 400 .00** + \$10.00/lot	
c. Plat Vacation	\$ 200.00	
d. Administrative Subdivisions	\$ 25.00	50.00
e. Lots More than 10 Acres - (within Grand Island City Limits & 2 mile limit)	\$ 325.00	
(Additions to Grand Island)	\$ 250.00	

Category 3. Comprehensive Plan:

a. Map Amendment	\$ 400.00*	\$750.00
b. Text Amendment	\$ 400.00	\$750.00

Category 4. Planning Publications:

A. G.I. Street Directory	\$ 10.00	
b. Zoning Ordinances - (Grand Island)	\$ 15.00	\$25.00
(All other communities)	\$ 10.00	\$25.00
c. Subdivision Regulations – (Grand Island)	\$ 15.00	
(All other communities)	\$ 10.00	\$15.00
d. Comprehensive Plans - (Grand Island)	\$ 75.00	
(All other communities)	\$ 50.00	

Category 5. Maps:

Grand Island

800 scale zoning map unassembled	\$ 100.00	
Generalized zoning map	\$ 40.00	\$50.00

Future Land Use Map	\$ 40.00	50.00
Grand Island Street Map	\$ 10.00	

Hall County

Zoning Map Generalized 24 X 30	\$ 25.00	50.00
Zoning Map 2" = 1 Mile	\$ 45.00	75.00
Road Map	\$ 10.00	

Wood River, Cairo, Doniphan, Alda

Basemap	\$ 5.00	
Zoning Map	\$ 30.00	50.00

Other Maps

School District Maps 36 X 36	\$ 30.00	50.00
Election District Maps 36 X 36	\$ 30.00	50.00
Fire District Maps 36 X 36	\$ 30.00	50.00
Custom Printed Maps	\$ 10.00/sq foot	
	\$ 15.00/sq foot	

Electronic Publications

GIS Data CD	\$ 50.00	100.00
Aerial Photograph DC (Mr SID format)	\$ 50.00	100.00
Comprehensive Plans (all jurisdictions)	\$ 50.00	100.00
Zoning & Subdivision Regulations (all jurisdictions)	\$ 20.00	50.00
ArcPublisher Basemap (all jurisdictions)	\$ 100.00	
Custom ArcPublisher Map	\$ 100.00 + \$40.00/hr	
Custom Map PDF	\$ 25.00/ ½ hour	
Research & Documentation Fee	\$ 95.00/hr \$150/hr	
	Minimum 2 hr	

Category 6 Flood Plain

Letter of Map Interpretation	\$ 10.00
Review and Submission of LOMR	\$ 50.00

Category 7 Redevelopment Plan and Blight Studies

Blight Study Adoption	\$ 500.00
Redevelopment Plan Adoption	\$ 500.00
Redevelopment Plan Amendment	\$ 500.00

** An additional \$50.00 fee is charged in the Villages of Alda, and Doniphan payable to the pertaining clerk's office

Shaded are new fees