

VARIANCE FEE SCHEDULE			
Type	Application Fee	Cost Recovery	Note
Administrative	350	650	Cost Recovery Notification and Recording Only
SFR, Two Family, Townhouse	750	650	Cost Recovery Notification and Recording Only
Multifamily	1100	650	Cost Recovery Notification and Recording Only
Commercial Industrial	1700	650	Cost Recovery Notification and Recording Only
Signs	1100	650	Cost Recovery Notification and Recording Only

	Admin Var	SFR	MultiFamily	Comm/Indust	Sign Var.
Initial Fee and Deposit Collected	\$ 1,000.00	\$ 1,400.00	\$ 1,750.00	\$ 2,350.00	\$ 1,750.00
Additional fee or (Refund) Collected	(\$227.50)	(\$107.37)	\$12.63	\$22.63	\$22.63
Total Cost by Applicant	\$ 772.50	\$ 1,292.63	\$ 1,762.63	\$ 2,372.63	\$ 1,772.63
Total Cost to Process Application	\$ 1,871.90	\$ 3,067.37	\$ 4,208.18	\$ 4,412.36	\$ 4,196.60
Total Amount Paid by Applicant	\$ 772.50	\$ 1,292.63	\$ 1,762.63	\$ 2,372.63	\$ 1,772.63
Total Unrecovered Town Cost	\$ (1,099.40)	\$ (1,774.74)	\$ (2,445.55)	\$ (2,039.73)	\$ (2,423.97)

TYPICAL ADMINISTRATIVE VARIANCE			
SUMMARY OF EXPENDITURES AND FEE/DEPOSIT			
Type	Expenditure	Fee/Deposit	Balance
Advertising and Recording	\$422.50	650	\$227.50
Fee Based Service	\$ 1,449.40	350	(\$1,099.40)
Total	\$ 1,871.90	\$ 1,000.00	
Unused Cost recovery refunded to applicant			\$227.50
Total applicant Cost			\$ 772.50
COST RECOVERY SERVICES RELATED TO ADVERTISING AND RECORDING			
ALM Media	News Paper Ad	Typical	
ICA Senior Planner (hrs)	5.5	\$ 55.00	\$302.50
Signs	1 Signs @ \$10.00	In-House	\$10.00
Mailing	100 Envelops @ \$0.65	In-House	\$65.00
Recording	Simplifile	estimated	\$45.00
Cost Recovery Subtotal			\$422.50

FEE BASED (NON-COST RECOVERY) SERVICE EXPENDITURES			
POSITION	HOURS	RATE	TOTAL
Planning Director(hrs)			
Staff Report editing	1.5	73.06	109.59
Development Orde editing	2	73.06	146.12
Board Briefings		73.06	0
Hearing Prep		73.06	0
Hearing		73.06	0
meetings and misc	1	73.06	73.06
Site Visit	0.5	73.06	36.53
afteraction	0.5	73.06	36.53
Total	5.5	73.06	\$ 401.83
ICA Senior Planner (hrs)			
preapplication meeting	1	\$ 55.00	55
Materials Prep	1	\$ 55.00	55
Plan Review	2	\$ 55.00	110
mailer prep	1	\$ 55.00	55
meetings and misc	3	\$ 55.00	165
Site Visit	0.5	\$ 55.00	27.5
Development Order writing	6	\$ 55.00	330
Uploading Novus	0	\$ 55.00	0
Hearing		\$ 55.00	0
afteraction	0.5	\$ 55.00	27.5
Total	15	\$ 55.00	\$ 825.00
Zoning Oficial (hrs)	1	\$ 52.18	\$52.18
PW Director	0	\$ 66.57	\$0.00
Transportation Manager	0	\$ 50.07	\$0.00
Arborist	0	\$ 38.87	\$0.00
Legal Review	0	\$ 200.00	\$0.00
Planning Tech (hrs)			
Application Intake	0.5	\$ 26.76	13.38
Resolution Processing	0.5	\$ 26.76	13.38
Total	1		26.76
	STAFF SUBTOTAL		\$ 1,305.77
	11% Admin Overhead		\$ 143.63
	STAFF FINAL TOTAL		\$ 1,449.40

TYPICAL SINGLE FAMILY - TWO FAMILY - TOWNHOUSE VARIANCE FOR PUBLIC HEARING

SUMMARY OF EXPENDITURES AND FEE/DEPOSIT

Type	Expenditure	Fee/Deposit	Balance
Advertising and Recording	\$542.63	650	\$107.37
Fee Based Service	\$ 2,524.74	750	(\$1,774.74)
Total	\$ 3,067.37	\$ 1,400.00	
Unused Cost recovery refunded to applicant			\$107.37
Total applicant Cost			\$ 1,292.63

COST RECOVERY SERVICES RELATED TO ADVERTISING AND RECORDING

ALM Media	News Paper Ad	Typical	\$120.13
ICA Senior Planner (hrs)	5.5	\$ 55.00	\$302.50
Signs	1 Signs @ \$10.00	In-House	\$10.00
Mailing	100 Envelops @ \$0.65	In-House	\$65.00
Recording	Simplifile	estimated	\$45.00
Cost Recovery Subtotal			\$542.63

FEE BASED (NON-COST RECOVERY) SERVICE EXPENDITURES

POSITION	HOURS	RATE	TOTAL
Planning Director(hrs)			
Staff Report editing	1.5	73.06	109.59
Development Order writing	2	73.06	146.12
Board Briefings	2	73.06	146.12
Hearing Prep	0.5	73.06	36.53
Hearing	1.5	73.06	109.59
meetings and misc	1.5	73.06	109.59
Site Visit	0.5	73.06	36.53
afteraction	0.5	73.06	36.53
Total	10	73.06	\$ 730.60
ICA Senior Planner (hrs)			
preapplication meeting	1	\$ 55.00	55
Materials Prep	1.5	\$ 55.00	82.5
Plan Review	3.5	\$ 55.00	192.5
mailer prep	2	\$ 55.00	110
meetings and misc	3	\$ 55.00	165
Site Visit	0.5	\$ 55.00	27.5
Staff Report writing	9	\$ 55.00	495
Uploading Novus	0.5	\$ 55.00	27.5
Hearing	1.5	\$ 55.00	82.5
afteraction	0.5	\$ 55.00	27.5
Total	23	\$ 55.00	\$ 1,265.00
Zoning Official (hrs)	1	\$ 52.18	\$52.18
PW Director	0	\$ 66.57	\$0.00
Transportation Manager	0	\$ 50.07	\$0.00
Arborist	0	\$ 38.87	\$0.00
Legal Review	1	\$ 200.00	\$200.00
Planning Tech (hrs)			
Application Intake	0.5	\$ 26.76	13.38
Resolution Processing	0.5	\$ 26.76	13.38
Total	1		26.76
STAFF SUBTOTAL			\$ 2,274.54
11% Admin Overhead			\$ 250.20
STAFF FINAL TOTAL			\$ 2,524.74

TYPICAL MULTIFAMILY VARIANCE FOR PUBLIC HEARING

SUMMARY OF EXPENDITURES AND FEE/DEPOSIT

Type	Expenditure	Fee/Deposit	Balance
Advertising and Recording	\$662.63	650	(\$12.63)
Fee Based Service	\$ 3,545.55	1100	(\$2,445.55)
Total	\$ 4,208.18	\$ 1,750.00	
Unused Cost recovery refunded to applicant			(\$12.63)
Total applicant Cost			\$ 1,762.63

COST RECOVERY SERVICES RELATED TO ADVERTISING AND RECORDING

ALM Media	News Paper Ad	Typical	\$120.13
ICA Senior Planner (hrs)	6.5	\$ 55.00	\$357.50
Signs	2 Signs @ \$10.00	In-House	\$10.00
Mailing	200 Envelops @ \$0.65	In-House	\$130.00
Recording	Simplifile	estimated	\$45.00
Cost Recovery Subtotal			\$662.63

FEE BASED (NON-COST RECOVERY) SERVICE EXPENDITURES

POSITION	HOURS	RATE	TOTAL
Planning Director(hrs)			
Staff Report editing	3	73.06	219.18
Development Order writing	4	73.06	292.24
Board Briefings	2	73.06	146.12
Hearing Prep	0.5	73.06	36.53
Hearing	1.5	73.06	109.59
meetings and misc	3	73.06	219.18
Site Visit	0.5	73.06	36.53
afteraction	1	73.06	73.06
Total	15.5	73.06	\$ 1,132.43
ICA Senior Planner (hrs)			
preapplication meeting	2	\$ 55.00	110
Materials Prep	3	\$ 55.00	165
Plan Review	6	\$ 55.00	330
mailer prep	2	\$ 55.00	110
meetings and misc	4	\$ 55.00	220
Site Visit	1	\$ 55.00	55
Staff Report writing	9	\$ 55.00	495
Uploading Novus	0.5	\$ 55.00	27.5
Hearing	1.5	\$ 55.00	82.5
afteraction	1	\$ 55.00	55
Total	30	\$ 55.00	\$ 1,650.00
Zoning Official (hrs)	1	\$ 52.18	\$52.18
PW Director	0	\$ 66.57	\$0.00
Transportation Manager	0	\$ 50.07	\$0.00
Arborist	0.5	\$ 38.87	\$19.44
Legal Review	1.5	\$ 200.00	\$300.00
Planning Tech (hrs)			
Application Intake	1	\$ 26.76	26.76
Resolution Processing	0.5	\$ 26.76	13.38
Total	1.5		40.14
STAFF SUBTOTAL			\$ 3,194.19
11% Admin Overhead			\$ 351.36
STAFF FINAL TOTAL			\$ 3,545.55

TYPICAL COMMERCIAL AND INDUSTRIAL VARIANCE FOR PUBLIC HEARING			
SUMMARY OF EXPENDITURES AND FEE/DEPOSIT			
Type	Expenditure	Fee/Deposit	Balance
Advertising and Recording	\$672.63	650	(\$22.63)
Fee Based Service	\$ 3,739.73	1700	(\$2,039.73)
Total	\$ 4,412.36	\$ 2,350.00	
Unused Cost recovery refunded to applicant			(\$22.63)
Total applicant Cost			\$ 2,372.63
COST RECOVERY SERVICES RELATED TO ADVERTISING AND RECORDING			
ALM Media	News Paper Ad	Typical	\$120.13
ICA Senior Planner (hrs)	6.5	\$ 55.00	\$357.50
Signs	2 Signs @ \$10.00	In-House	\$20.00
Mailing	200 Envelops @ \$0.65	In-House	\$130.00
Recording	Simplifile	estimated	\$45.00
Cost Recovery Subtotal			\$672.63

FEE BASED (NON-COST RECOVERY) SERVICE EXPENDITURES			
POSITION	HOURS	RATE	TOTAL
Planning Director(hrs)			
Staff Report editing	3	73.06	219.18
Development Order writing	4	73.06	292.24
Board Briefings	2	73.06	146.12
Hearing Prep	0.5	73.06	36.53
Hearing	1.5	73.06	109.59
meetings and misc	3	73.06	219.18
Site Visit	0.5	73.06	36.53
afteraction	1	73.06	73.06
Total	15.5	73.06	\$ 1,132.43
ICA Senior Planner (hrs)			
preapplication meeting	2	\$ 55.00	110
Materials Prep	3	\$ 55.00	165
Plan Review	6	\$ 55.00	330
mailer prep	2	\$ 55.00	110
meetings and misc	4	\$ 55.00	220
Site Visit	1	\$ 55.00	55
Staff Report writing	9	\$ 55.00	495
Uploading Novus	0.5	\$ 55.00	27.5
Hearing	1.5	\$ 55.00	82.5
afteraction	1	\$ 55.00	55
Total	30	\$ 55.00	\$ 1,650.00
Zoning Official (hrs)	1	\$ 52.18	\$52.18
PW Director	1	\$ 66.57	\$66.57
Transportation Manager	1	\$ 50.07	\$50.07
Arborist	2	\$ 38.87	\$77.74
Legal Review	1.5	\$ 200.00	\$300.00
Planning Tech (hrs)			
Application Intake	1	\$ 26.76	26.76
Resolution Processing	0.5	\$ 26.76	13.38
Total	1.5		40.14
	STAFF SUBTOTAL		\$ 3,369.13
	11% Admin Overhead		\$ 370.60
	STAFF FINAL TOTAL		\$ 3,739.73

TYPICAL SIGN VARIANCE FOR PUBLIC HEARING			
SUMMARY OF EXPENDITURES AND FEE/DEPOSIT			
Type	Expenditure	Fee/Deposit	Balance
Advertising and Recording	\$672.63	\$ 650.00	(\$22.63)
Fee Based Service	\$ 3,523.97	\$ 1,100.00	(\$2,423.97)
Total	\$ 4,196.60	\$ 1,750.00	
Unused Cost recovery refunded to applicant			(\$22.63)
Total applicant Cost			\$ 1,772.63
COST RECOVERY SERVICES RELATED TO ADVERTISING AND RECORDING			
ALM Media	News Paper Ad	Typical	\$120.13
ICA Senior Planner (hrs)	6.5	\$ 55.00	\$357.50
Signs	2 Signs @ \$10.00	In-House	\$20.00
Mailing	200 Envelops @ \$0.65	In-House	\$130.00
Recording	Simplifile	estimated	\$45.00
Cost Recovery Subtotal			\$672.63

FEE BASED (NON-COST RECOVERY) SERVICE EXPENDITURES			
POSITION	HOURS	RATE	TOTAL
Planning Director(hrs)			
Staff Report editing	3	73.06	219.18
Development Order writing	4	73.06	292.24
Board Briefings	2	73.06	146.12
Hearing Prep	0.5	73.06	36.53
Hearing	1.5	73.06	109.59
meetings and misc	3	73.06	219.18
Site Visit	0.5	73.06	36.53
afteraction	1	73.06	73.06
Total	15.5	73.06	\$ 1,132.43
ICA Senior Planner (hrs)			
preapplication meeting	2	\$ 55.00	110
Materials Prep	3	\$ 55.00	165
Plan Review	6	\$ 55.00	330
mailer prep	2	\$ 55.00	110
meetings and misc	4	\$ 55.00	220
Site Visit	1	\$ 55.00	55
Staff Report writing	9	\$ 55.00	495
Uploading Novus	0.5	\$ 55.00	27.5
Hearing	1.5	\$ 55.00	82.5
afteraction	1	\$ 55.00	55
Total	30	\$ 55.00	\$ 1,650.00
Zoning Official (hrs)	1	\$ 52.18	\$52.18
PW Director		\$ 66.57	\$0.00
Transportation Manager		\$ 50.07	\$0.00
Arborist		\$ 38.87	\$0.00
Legal Review	1.5	\$ 200.00	\$300.00
Planning Tech (hrs)			
Application Intake	1	\$ 26.76	26.76
Resolution Processing	0.5	\$ 26.76	13.38
Total	1.5		40.14
	STAFF SUBTOTAL		\$ 3,174.75
	11% Admin Overhead		\$ 349.22
	STAFF FINAL TOTAL		\$ 3,523.97