



Staff Summary Report

Council Meeting Date: 01/08/09

Agenda Item Number: _____

SUBJECT: Request approval of a resolution amending City Code Appendix A – Schedule of Fees and Charges, Chapter 29, Streets and Sidewalks, relating to Engineering Fees.

DOCUMENT NAME: 20090108PWWS14 **MISCELLANEOUS FEES (0210-05)**
RESOLUTION NO. 2008.90

SUPPORTING DOCS: No

COMMENTS: N/A

PREPARED BY: Wendy Springborn-Pitman, Eng Serv Administrator (8250)

REVIEWED BY: Andy Goh, Deputy PW Manager/City Engineer (x8896)

APPROVED BY: Glenn Kephart, Public Works Manager (x8205)

LEGAL REVIEW AS TO FORM: Judith Morgan, Assistant City Attorney (x8227)

FISCAL NOTE: N/A

RECOMMENDATION: Adoption of Resolution 2008.90.

ADDITIONAL INFO: New guidelines for Engineering plan review and permits are consistent with building permit and plan review process and fees currently used by Development Services. The annual blanket permit has been changed to semi-annual and renamed to more accurately reflect its specific purpose with an associated fee increase. A new fee is established for the conversion of paper maps to mylar. Additionally, a change has been made for the Engineering after-hour inspection/testing, stipulating that a minimum of two hours will be charged.

RESOLUTION NO. 2008.90

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF TEMPE, ARIZONA, AMENDING THE SCHEDULE OF FEES AND CHARGES AUTHORIZED BY THE CITY CODE RELATING TO CHAPTER 29, STREETS AND SIDEWALKS RELATING TO ENGINEERING FEES.

WHEREAS, Resolution No. 92.33 establishes a schedule of fees and charges in effect in the City; and

WHEREAS, Tempe City Code, Section 29-19(d) authorizes the City Council to establish by resolution all engineering permit and license fees; and

WHEREAS, the Engineering fees and plan review/permit process be amended to coincide with the Development Services plan review and permit guidelines, the annual blanket permit be renamed to a semi-annual maintenance/emergency with a fee increase, a new fee is implemented for the conversion of paper maps to mylar and that a minimum of two (2) hours for after hours inspection/testing fee be implemented.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEMPE, ARIZONA:

Section 1. That the fees and charges, as contained in Appendix A, Schedule of Fees and Charges, Chapter 29, Streets and Sidewalks, are hereby amended as follows:

STREETS AND SIDEWALKS

29-19

Engineering Fees

All engineering related activities within City owned property, the public right-of-way and public utility easements shall be permitted in accordance with Section 29-19 of the City Code, the City of Tempe Public Works Department Engineering Design Criteria Manual and the City of Tempe Utility Manual. All construction within the right-of-way shall conform to the latest editions of the Maricopa Association of Governments Uniformed Standard Specifications and Details (MAG Specifications and Details), the City of Tempe Supplement to the MAG Specifications and Details, and the Tempe Traffic Barricade Manual.

An annual fee adjustment will be applied to all fees listed. Such fees will be adjusted each July 1, based on the United States Department of Labor, Bureau of Labor Statistics, Consumer Price Index-All Urban Consumers, West Region for All Items (CPI).

Engineering Plan Check Fees

TIME LIMIT OF PERMIT APPLICATION: AN APPLICATION FOR A PERMIT FOR ANY PROPOSED WORK SHALL BE VALID FOR A PERIOD OF ONE YEAR FROM DATE OF FILING.

EXCEPTION:

PRIOR TO THE DATE OF EXPIRATION OF ANY APPLICATION THAT HAS BEEN APPROVED FOR THE ISSUANCE OF PERMITS, BUT FOR WHICH ALL OF THE PERMITS HAVE NOT BEEN ISSUED, THE APPLICANT SHALL PAY 25% OF THE ORIGINAL PLAN REVIEW FEES, WITHIN 30 DAYS OF THE PLAN REVIEW EXPIRATION DATE, TO EXTEND THE PLAN REVIEW APPROVAL FOR AN ADDITIONAL 6 MONTHS. IF THE 25% PLAN REVIEW RENEWAL FEE IS NOT PAID WITHIN THIRTY (30) DAYS OF EXPIRATION, AND THE PERMITS ARE NOT ISSUED ON OR BEFORE THE 6 MONTH EXTENSION DATE, THE PLAN REVIEW WILL EXPIRE AND ALL OF THE PERMITS WILL BE VOIDED.

1. Review of Grading, Drainage, Paving, Water and Sewer Plans
 - a. First and second-plan review, inclusive\$410.85/sheet/discipline
 - b. Third and subsequent reviews and revisions\$309.50/sheet/discipline
 - c. Expedited plan review (less than 15 days).....\$821.70/sheet/discipline
 - d. Drainage report review\$533.55/report
 - E. APPROVED PLAN RENEWAL (AS DESCRIBED ABOVE) PRIOR TO PERMITS ISSUED..... 25% OF ORIGINAL PLAN CHECK FEES

2. Review Public Utility Plan
 - a. First and second-plan review, inclusive\$250.80/sheet/discipline
 - b. Third and subsequent reviews and revisions\$149.50/sheet/discipline
 - c. Expedited plan review (less than 10 days).....\$501.60/sheet/discipline
 - d. Review of plans and inspection of service drops.....\$50.00/service drop
 - e. Cabinet greater than 30 inches\$160.10/cabinet/location

3. Capital Improvement Program Plans
The Capital Improvement Program projects are subject to a one percent (1%) fee based on construction costs for engineering plan check review and engineering permits.

Engineering PERMIT Inspection and Testing

PERMITS ARE VALID FOR ONE YEAR FROM DATE OF ISSUANCE. SUBMITTAL OF AS-BUILTS AND AN APPROVED FINAL INSPECTION IS REQUIRED WITHIN ONE YEAR FROM THE DATE OF PERMIT ISSUANCE OR THE PERMITS WILL EXPIRE.

EXCEPTION:

IF THE PORTION OF THE PROJECT REQUIRING ENGINEERING PERMITS HAS NOT BEEN COMPLETED WITHIN ONE YEAR, THE APPLICANT SHALL PAY 25% OF THE PERMIT FEES TO EXTEND THE PERMITS FOR AN ADDITIONAL 6 MONTHS. IF THE PORTION OF THE PROJECT REQUIRING ENGINEERING PERMITS HAS NOT BEEN COMPLETED PRIOR TO THE INITIAL 6 MONTH EXTENSION GRANTED, THE APPLICANT SHALL PAY AN ADDITIONAL 100% OF THE ORIGINAL PERMIT FEES FOR EACH ADDITIONAL 6 MONTH EXTENSION REQUIRED TO COMPLETE THE PROJECT.

IF THE PROJECT REQUIRING ENGINEERING PERMITS HAS NOT BEEN COMPLETED AND THE PERMITS HAVE EXPIRED, IN ORDER TO RESUME/CONTINUE WORK, THE APPLICANT SHALL PAY 100% OF THE ORIGINAL PERMIT FEES.

Testing and inspection fees shall be paid to the city at the same time a permit is issued for the work. All tests shall meet current City of Tempe standard specifications and drawings. A base fee of \$150.00 shall be paid for any materials testing incurred by a project (with the exception of single, family dwellings). This base fee is in addition to the line items needed as part of the permit process.

- 4. Water
 - a. Water mains \$2.05/lf
 - b. Water services..... \$26.70 each
 - c. Fire hydrants \$68.35 each
 - d. Fire sprinkler connection \$0.85/lf
 - e. Tap, sleeve & valve..... \$117.40 each
 - f. Pipe encasement (in 20 lf sections)..... \$21.40 each
 - g. Boring pit \$58.75 each
 - h. Valve cluster \$234.80 each
 - i. Pavement cut/concrete work \$266.80/permit plus \$1.65/lf
if length exceeds 300 lf
 - j. Trench (no pavement cut)
 - (i) 300 lf or less..... \$117.40/permit
 - (ii) Additional lineal feet exceeding 300 lf..... \$0.65/lf
 - k. Pothole \$32.50 each
 - l. Boring pit \$58.75 each
 - m. Pavement resurfacing fee (refer to No. 10 under Engineering Inspection and Testing)

- 5. Sewer
 - a. Sewer lines \$1.60/lf
 - b. Sewer services..... \$26.70 each
 - c. Manhole/drop connects/cleanouts..... \$61.95 each
 - d. Pavement cut/concrete work \$266.80/permit plus \$1.65/lf
if length exceeds 300 lf

- e. Trench (no pavement cut)
 - (i) 300 lf or less..... \$117.40/permit
 - (ii) Additional lineal feet exceeding 300 lf..... \$0.65/lf
 - f. Pavement resurfacing fee (refer to No. 10 under Engineering Inspection and Testing)
6. Street Improvements
- a. Curb and gutter \$0.90/lf
 - b. Sidewalk/bike path..... \$3.35/lf
 - c. Sidewalk ramp \$119.15each
 - d. Valley gutter/aprons..... \$152.05each
 - e. Driveway/alley entrances..... \$243.95 each
 - f. Bus bays \$243.95 each
 - g. Alley grading \$0.40/sq yd
 - h. New/replacement paving \$4.45/sq yd
 - i. Overlay..... \$0.25/sq yd
 - j. Mill and overlay \$0.30/sq yd
 - k. Manhole adjustments \$34.20 each
 - l. Valve box adjustment \$34.20 each
 - m. Irrigation lines/ditches \$2.65/lf
 - n. Storm drains \$2.65/lf
 - o. Storm water retention pipes \$1.10/lf
 - p. Drywell \$91.80 each
 - q. Headwalls..... \$51.25 each
 - r. Catch basins/scupper..... \$83.25 each
 - s. Manholes..... \$131.95 each
 - t. Pavement cut/concrete work \$266.80/permit plus \$1.65/lf
if length exceeds 300 lf
 - u. Trench (no pavement cut)
 - (i) 300 lf or less..... \$117.40/permit
 - (ii) Additional lineal feet exceeding 300 lf..... \$0.65/lf
 - v. Survey monuments..... \$9.10 each
 - w. Street name sign.....\$122.80/intersection
 - x. Pavement resurfacing fee (refer to No. 10 under Engineering Inspection and Testing)
7. Drainage
- a. Fees for drainage permit fees, see Section 12-73 of this Appendix
8. Lighting
- a. Energization-connection fee (collected for Salt River Project) \$ 238.00 each
 - b. Street lights \$70.45 each
9. Public Utilities
- All public utilities shall secure a permit for their improvements constructed within the public right-of-way in accordance with Section 29-19 of the City Code and the City of Tempe Utility Manual. Unless otherwise prohibited by law or franchise

agreement, the public utility shall deposit non-refundable fees for plan review, clerical services, and inspection.

- a. Trench (no pavement cut)
 - (i) 300 lf or less..... \$297.40/permit
 - (ii) Additional lineal feet exceeding 300 lf..... \$1.25/lf
- b. Trenching (pavement cuts/concrete work)
 - (i) 300 lf or less..... \$446.80/permit
 - (ii) Additional lineal feet exceeding 300 lf..... \$2.65/lf
- c. Wireless antenna.....\$85.40/location
- d. Manhole \$131.95 each
- e. ~~Annual blanket~~ SEMI-ANNUAL MAINTENANCE/EMERGENCY permit
.....~~\$1,088.45~~ \$2,000.00
- f. Minimum utility inspection/testing fee.....\$106.75
- g. Pothole\$32.06
- h. Pavement resurfacing fee (refer to No. 10 under Engineering Inspection and Testing)

10. Pavement Resurfacing Fee

It is the intent of the City’s pavement management program to avoid cutting of new street pavement or newly overlaid pavement. In the event that a street cut in new pavement cannot be avoided, a surcharge fee to cover damages and early deterioration will be assessed for new or resurfaced pavements less than seven years old.

- a. Surcharge for cutting new or resurfaced pavement less than 3 years old.
 - (i) Opening less than 9 square feet or 9 lineal feet of trench.....\$1,067.10
 - (ii) Trenches over 9 feet long..... \$2,667.75 for every 50 feet
of trench or fraction thereof
- b. Surcharge for cutting new or resurfaced pavement more than 3 years old but less than 7 years old.
 - (i) Opening less than 9 square feet or 9 lineal feet of trench\$533.55
 - (ii) Trench over 9 feet long..... \$1,333.90 for every 50 feet
of trench or fraction thereof
- c. Seal coat \$1.05/lf

11. Additional and Miscellaneous Fees

- a. Miscellaneous permits not covered above \$160.10 each
- b. Minimum testing and inspection \$160.10 each
- c. Initial permit renewal ~~prior to expiration (up to 180 days)~~ AS DESCRIBED ABOVE 25% OF PERMIT FEE
- d. Second and additional permit renewal AS DESCRIBED ABOVE
..... 100% OF PERMIT FEE
- ~~e. Expired permit renewal (over 180 days).....100% of permit fee~~
- f. After hours inspection/testing (MINIMUM OF TWO HOURS) \$206.50 per hour
- g. Records 10% of total permits fee
- h. Investigation assessment..... greater of \$266.80 or double the

- permit fee not to exceed \$2,667.75
- i.h. Plat review for legal conformity \$1,400.00/per review plus \$21.00/per lot
- j.i. Miscellaneous trenching permit..... \$0.65/lf or \$160.10 min.

12. Testing

Any repetition of testing or inspection required because of inferior materials or workmanship as determined by the tests shall be at the permittee’s expense and shall be paid to the City when notified by the City Engineer or the Engineer's designee in accordance with the following fee schedule:

- a. Water re-test - Bacteria and chlorine\$144.10 per sample point
- b. Inspection (charge-out rate)\$85.40/ hour (1 hr min.)
- c. Refill:
 - (i) Refill 6” water line.....0.00175/lf (x2) or \$5.40 min.
 - (ii) Refill 8” water line.....0.003/lf (x2) or \$5.40 min.
 - (iii) Refill 12” water line.....0.00685/lf (x2) or \$5.40 min.
- d. Pressure testing/retesting \$344.20 each
- e. Sewer and storm drain re-t.v. pipe \$96.10/hour (1 hour min.)

Encroachments, abandonments, and other activities in the public right-of-way

The City may at its sole right and option, elect to sell or abandon right-of-way for a sum equal to the present fair market value.

Unless otherwise prohibited by law, the City may at its sole right and option choose to deny any request for abandonment, encroachment or other use of the public right-of-way.

1. Abandonment Processing Fee

A property owner, developer, or agent requesting an abandonment of public right-of-way (street, alley, or public easement used for any purpose) shall submit a non-refundable processing fee to the City Engineer.

- a. Public ROW abandonment processing fee \$800.35 each

2. Encroachments

- a. Encroachment permits (non-commercial)..... \$160.10 each
- b. Encroachment permits (commercial).....\$640.25 ea/yr.
(includes environmental monitoring well leases)

Licenses for Special Use

Licenses shall be issued for encroachments of a more permanent nature, including but not limited to, buildings and underground parking facilities that impair the city’s ability to use the right-of-way. The fees for these encroachments are based upon a graduated percentage depending on the type of encroachment. The fee is also determined by the

appraised value of the property and the square footage of the encroachment. They are defined as follows:

1. Obstructions/Encroachments
 - a. At grade (at ground level)7% of appraised market value
 - b. Below grade (below ground level).....7% of appraised market value
 - c. Above grade (above ground, sidewalk or street)4% of appraised market value

2. In lieu of the above fee structure, the public works manager is authorized to negotiate a single payment based on the present value income stream.

Water/Sewers and Sewage Disposal

1. Fees for tapping water mains, see Section 33-37 of this Appendix.
2. Fees for sanitary sewer taps, see Section 27-173 of this Appendix.

Sale of Engineering & GIS Records

The following schedule is established to set a standard cost for the selling of City Engineering and GIS mapping records.

1. Plots – sizes 8 ½” x 11” (letter) and 11” x 17” (tabloid)
 - a. Two (2) or less plots (non-commercial use)no charge
 - b. Three (3) or more plots (non-commercial use) \$1.10 each
 - c. Any number of plots (commercial use) \$1.10 each

2. Plots – larger than 11” x 17”, up to 36” wide
 - a. City map of landbase, survey, water, sewer, etc. \$5.40 each
 - b. Quarter section map of landbase, aerial, or utilities \$10.70 each
 - C. CONVERSION OF PAPER MAP TO MYLAR\$4.00/SQ FT
 - e-D. As-built plan sheet \$1.10 each
 - d-E. Custom plot, each\$10.70 plus \$5.40/lf or fraction of paper over three (3) feet

3. Digital data
 - a. Quarter section in MicroStation DGN format
 - (i) Landbase \$320.15 each
 - (ii) Single utility (sewer, water, drainage or improvements) \$106.75 each
 - (iii) Landbase and all utilities \$586.90 each
 - b. Quarter section aerial in Intergraph COT grayscale format \$32.05 each
 - c. As-built plan sheet image in B&W TIFF format \$1.10 each
 - d. Custom output in MicroStation DGN format
 - (i) Setup for location \$106.75 per area, per occurrence plus \$5.40 per vertex over eight (8) fence vertices
 - (ii) Landbase \$1.60 per 10,000 square feet or fraction

- (iii) Single utility \$0.60 per 10,000 square feet or fraction
- (iv) Landbase and all utilities \$2.95 per 10,000 square feet or fraction
- (v) Minimum purchase of custom output\$213.45
- e. Format translation of city-provided data files – prices in addition to source data files
 - (i) Setup for translation.....\$53.35 per occurrence
 - (ii) MicroStation DGN file to AutoCAD DWG or DXF file \$21.40/DWG or DXF file
 - (iii) Intergraph COT file to TIFF or JPEG file \$21.40/TIFF or JPEG file
 - (iv) Minimum purchase of translation services\$106.75
 Translation services are performed using default settings of translation software.
- f. CD media for data\$10.70/each (if occurring purchase is under \$100.00)
- g. Tempe Supplement to the M.A.G. Uniform Standard Details and Specifications for Public Works Construction.....\$150.00

4. Conditions and Restrictions

- a. All commercial orders and digital data orders will be required to document purpose of use.
- b. Plotting orders in excess of \$25.00 and digital data orders will require full pre-payment before order is processed.
- c. Digital data will be provided on city-issued media only.
- d. All orders and payments must be done in-person only.

Section 2. The effective date of this Resolution is January 8, 2009.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF
TEMPE, ARIZONA this _____ day of January, 2009.

Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney