

BOARD OF ALDERMEN

ITEM NO. C(8)

AGENDA ITEM ABSTRACT

MEETING DATE: March 20, 2012

TITLE: A Resolution Amending the Town's Fee Waiver Policy

DEPARTMENT: PLANNING	PUBLIC HEARING: YES _ NO _X_
ATTACHMENTS: A. Resolution B. Fee Waiver Policy, 2-11-1997	Patricia McGuire – 918-7327 Mike Brough – 929-3905 Christina Moon – 918-7325

PURPOSE

The Town has received from the Community Home Trust requests to amend the Land Use Ordinance related to the pricing/definition of affordable housing and for the text amendment application fee to be waived. Revisions to the fee waiver policy have been drafted that would allow the Board of Aldermen to grant the requested waiver.

INFORMATION

Robert Dowling of the Community Home Trust submitted a request to amend the text of the Land Use Ordinance on January 27th. Subsequently, Mr. Dowling inquired about a mechanism for the application fee to be waived. On February 7th, Community Home Trust submitted a memo to the Board of Aldermen requesting an amendment to the definition of affordable housing units and indicated a decision was time-sensitive in relation to units that are under construction at the Ballentine subdivision. Per the Board's direction, staff prepared a draft ordinance. The draft ordinance was considered on February 21st and a public hearing set for March 20th.

The Town's Fee Waiver Policy was adopted in 1997 to provide a mechanism for the Board of Aldermen to consider waiving building permit and land use permit fees in relation to the provision of affordable housing units (*Attachment B*). The existing policy does not reference a waiver of fees for items other than permits and engineering fees.

The Town Attorney has prepared a resolution to amend to the Town's Fee Waiver Policy to allow a waiver for other types of fees, such as those associated with land use ordinance text amendments (*Attachment A*).

STAFF AND FISCAL IMPACT

None noted in association with adoption. At least two fee waivers/refunds have been granted since 1997 and have ranged from \$50 in land use permit fees to more than \$7,000 in building permit fees.

STAFF RECOMMENDATION

Staff recommends that the Board of Aldermen consider adopting the attached resolution to waive the fees associated with the land use ordinance text amendments.