



Legislation Text

File #: 11-0664, **Version:** 2

Resolution to Establish a Fee for Design Review Board Applications

ORD-11-07 establishes a Design Review Board and outlines the process for the Board's review of site-planned projects in the downtown. The ordinance also requires a mailed notice of Design Review Board meetings.

Planning staff will provide support to the Design Review Board by assembling application materials, sending out notice, and assisting with completion of the Board's final report. To cover staff costs associated with a Design Review Board application, Planning recommends that a \$1,000.00 application fee be established. This fee will cover estimated mailing costs of \$500.00 and approximately 5 hours of staff time.

Approval of this resolution will add the Design Review Board application fee to the Community Services fee schedule, effective immediately.

Prepared by: Wendy Rampson, Planning Manager

Reviewed by: Sumedh Bahl, Community Services Administrator

Whereas, City Council approved ORD-11-07 establishing a Design Review Board and outlining an application process for projects which must be reviewed by the Design Review Board;

Whereas, A new application fee is necessary to cover the costs of the mailing of required notices and Planning staff time; and

Whereas, City Council held a public hearing on June 20, 2011 to receive public comments on the proposed new fee;

RESOLVED, That a new Design Review Board application fee of \$500.00 be added to the Community Services fee schedule, effective immediately; and

RESOLVED, That City Council authorize the City Administrator to take necessary administrative actions to implement this resolution.

As Amended by Ann Arbor City Council on July 5, 2011.