

1 - Apr 26, 2022 BOCC work session agenda

2 - Fairgrounds Master Plan Presentation

3 - Community Develop, Proposed Revisions to Fee Schedule

GUNNISON COUNTY BOARD OF COMMISSIONERS
MEETING NOTICE

DATE: Tuesday, April 26, 2022

Page 1 of 1

PLACE: Board of County Commissioners' Meeting Room at the Gunnison County Courthouse
200 E. Virginia Avenue; Gunnison, CO 81230
(REMOTE OPTION BELOW)

GUNNISON COUNTY BOARD OF COUNTY COMMISSIONERS WORK SESSION:

- 9:00 am
- Call to Order
 - Fairgrounds Master Plan Presentation
- 9:30
- Continued – Community Development; Proposed Revisions to 2022 Fee Schedule for Land Use Change, Building, and Onsite Wastewater Treatment System Permits

BREAK

- 11:00
- Discussion with White River National Forest; ATV, OHV, UTV Use on a portion of CR #3, Marble, Colorado
 - Adjourn

Please Note: Packet materials for the above discussions will be available on the Gunnison County website at <http://www.gunnisoncounty.org/meetings> prior to the meeting.

ZOOM MEETING DETAILS:

Join Zoom Meeting: <https://us02web.zoom.us/j/82753657556?pwd=MjNDbTZHTFNRVdDemZjdC91aVBIZz09>

Meeting ID: 827 5365 7556

Passcode: 471302

One tap mobile

+12532158782,,82753657556#,,,,*471302# US (Tacoma)

+13462487799,,82753657556#,,,,*471302# US (Houston)

AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM

Agenda Item: Fairgrounds Master Plan Presentation

Action Requested: Discussion

Parties to the Agreement:

Term Begins:

Term Ends:

Grant Contract #:

Summary:

Please see attached illustrations of the final masterplan. The plan includes space for the carnival on-site and accounts for future growth (covered arena) space that can be put to beneficial use now without prohibiting a long-term dream of the roping club. It improves the entry and access to the

Fiscal Impact:

Submitted by: M. Bollig for John Cattles

Submitter's Email Address: mbollig@gunnisoncounty.org

Finance Review:

Required

Not Required

Comments:

Reviewed by:

Discharge Date:

County Attorney Review:

Required

Not Required

Comments:

Reviewed by:

Discharge Date:

Certificate of Insurance Required

Yes No

County Manager Review:

Comments:

Reviewed by: GUNCOUNTY1\mbirmie

Discharge Date: 4/22/2022

Consent Agenda

Regular Agenda

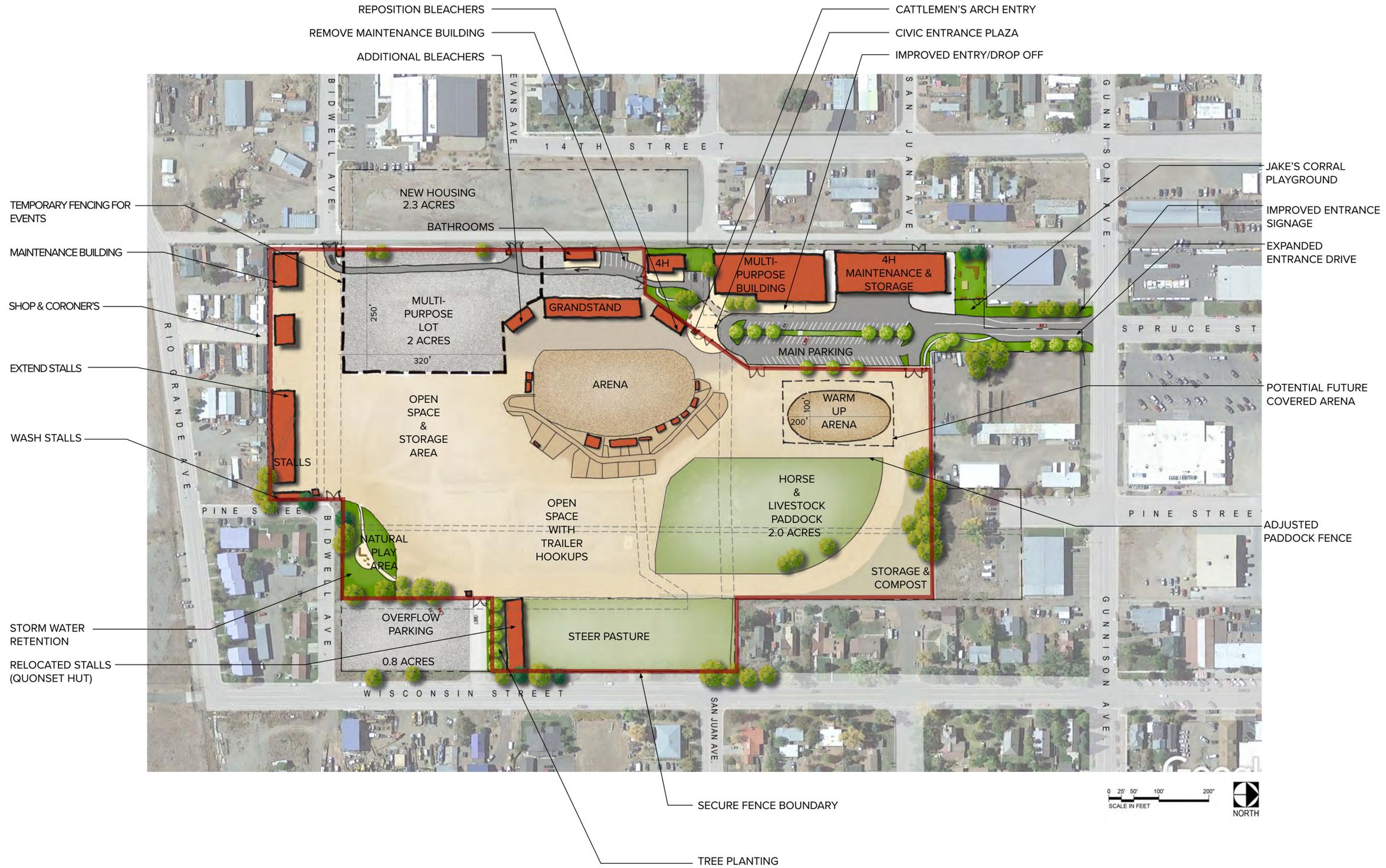
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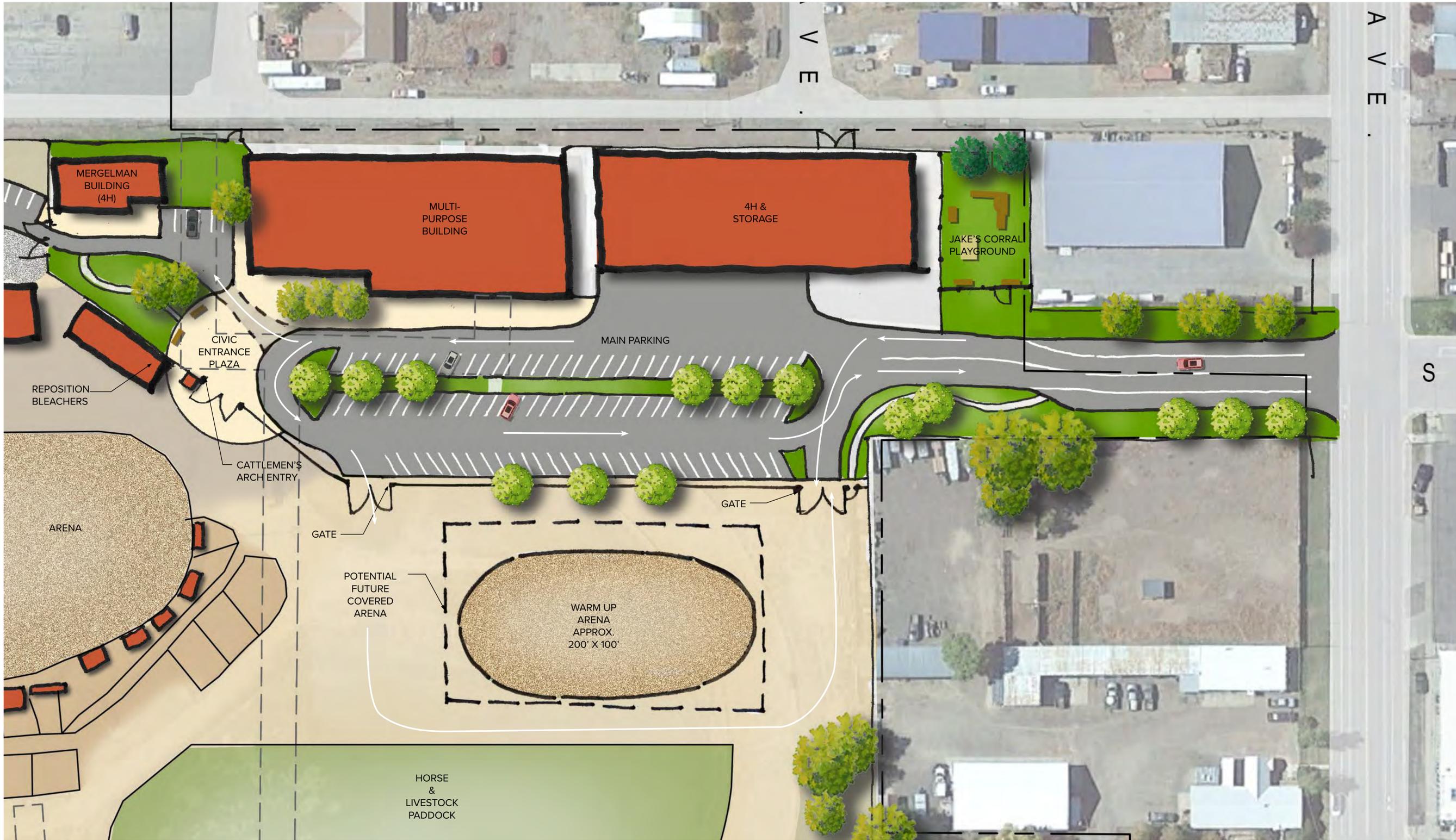
Time Allotted: 20

Agenda Date: 4/26/2022

MASTER PLAN - FINAL PREFERRED PLAN

1. WARM-UP ARENA MOVED ADJACENT TO LAREGE Paddock
2. MULTI PURPOSE LOT & CARNIVAL ON SOUTHWEST CORNER
3. IMPROVED PARKING AND FLOW WITH CIVIC PLAZA
4. HORSE & LIVESTOCK Paddock ADJUSTED TO NE CORNER
5. 4H PAVILION EXTENDED WITH MAINTENANCE SHED ADDED
6. HORSE STALLS EXTENDED
7. ADDITIONAL BLEACHER SEATING AND LAYOUT





MASTER PLAN - FINAL
PLAN ENLARGEMENT (NOT TO SCALE)



AGENDA ITEM or FINAL CONTRACT REVIEW SUBMITTAL FORM

Agenda Item: Continued – Community Development; Proposed Revisi

Action Requested: Discussion

Parties to the Agreement:

Term Begins:

Term Ends:

Grant Contract #:

Summary:

Discussion of proposed revisions to Community Development review fees

Fiscal Impact:

Submitted by: Cathie Pagano

Submitter's Email Address: cpagano@gunnisoncounty.org

Finance Review:

Required

Not Required

Comments:

Reviewed by: GUNCOUNTY1\jguerra

Discharge Date: 4/20/2022

County Attorney Review:

Required

Not Required

Comments:

Minor edits of proposed resolution sent to ComDev. Future resolution will be reviewed prior to regular meeting. ASFR 4.21.22

Reviewed by: GUNCOUNTY1\asanfilippo-rosser

Discharge Date: 4/21/2022

Certificate of Insurance Required

Yes No

County Manager Review:

Comments:

Reviewed by: GUNCOUNTY1\mbirmie

Discharge Date: 4/22/2022

Consent Agenda Regular Agenda Worksession

Time Allotted: 85

Agenda Date: 4/26/2022



Gunnison County, CO
Community Development Department
221 N. Wisconsin St. Ste. D, Gunnison, CO 81230
Phone: (970) 641-0360
Website: www.gunnisoncounty.org
Email: planning@gunnisoncounty.org

From: Cathie Pagano, Assistant County Manager for Community and Economic Development
To: BOCC
Date: April 26, 2022
Re: Community Development Fee Schedule Recommendation

Community Development staff presented an analysis of the current fee schedule for development review at the April 12, 2022 Board of County Commissioners (BOCC) work session. At that work session the BOCC directed staff to invite public comment and feedback on the recommendation. Staff has reached out to our contractor stakeholder list and provided the report and fee schedule information the stakeholders and notified them of the opportunity to attend the BOCC's April 26, 2022 work session to provide input. Additionally, the proposed fee revisions were reported on in both the Gunnison Country Times and the Crested Butte News on April 14, 2022. The analysis and proposed fee changes have also been posted to the County's website.

Staff proposes adoption of the attached resolution and fee schedule. The Board may choose to adopt the proposed changes at once or in a phased approach. Staff recommends that the fee revisions be adopted this year to the full extent recommended rather than phasing the revisions over multiple years. A phased approach may not create the revenue that is needed to hire the necessary staff to meet permit review and issuance goals for building and septic permits and the mandated review times for land use change permits. If, however, the Board prefers a phased fee adoption it is recommended that building permit fees be adopted in phases: in 2022 adoption of a regional modifier of 2.0 and in 2023 adoption of a regional modifier of 2.8. The building permit fee schedule and calculation is based on a formula and data analysis prepared by the International Code Council and includes adjustments every 6-months to reflect national construction market conditions. Staff recommends that the regional modifier be reviewed every three years to determine current local market conditions and cost of construction—this review will enable the fee to reflect up to date construction valuations and costs.

Staff recommends the adoption of the revised land use fee schedule be completed in one phase in 2022. Land use projects differ somewhat from building permit fees in that there are not necessarily impactful to one particular industry as a whole (i.e. the construction industry) and therefore a phased approach does not necessarily change the impact on the general consumer. It is recommended that the land use fees include an annual modifier of the Denver regional Consumer Price Index (CPI) or a local cost of living allowance (COLA) increase, whichever is greater. The CPI and COLA modifiers allow the county to cover the costs of staff time to review development applications and permits and better reflect changes to staffing costs that are not reflected in construction costs. Staff recommends that the fee schedule be reviewed every three years to identify if average review times and staff rates are adequately and accurately included.

Section 3-109: C. *Application and Review Fees* of the Gunnison County *Land Use Resolution* states:

“In order to compensate the County for the cost of reviewing and processing applications for Land Use Change Permits, each applicant shall pay the fees, as shown in a schedule of fees charged for permits issued by the Community Development Department, adopted and amended from time to time by the Board. The fee schedule is designed to make the amount of the fee proportional to the amount of expense likely to be incurred by the County in reviewing and processing the application.”

Staff recommends the adoption of the OWTS fee schedule be completed in one phase in 2022. The fee increases for these permit types are fairly modest. It is also recommended that the OWTS fees include an annual modifier based on the CPI or COLA whichever is greater. This will allow the permit fee to match changing staffing costs.

Attached to this memo you will find a draft resolution and fee schedules for review and discussion. No action shall be taken at the April 26, 2022 work session however the BOCC may provide direction on any edits to the documents. Please feel free to contact me with any questions or concerns. Thank you.



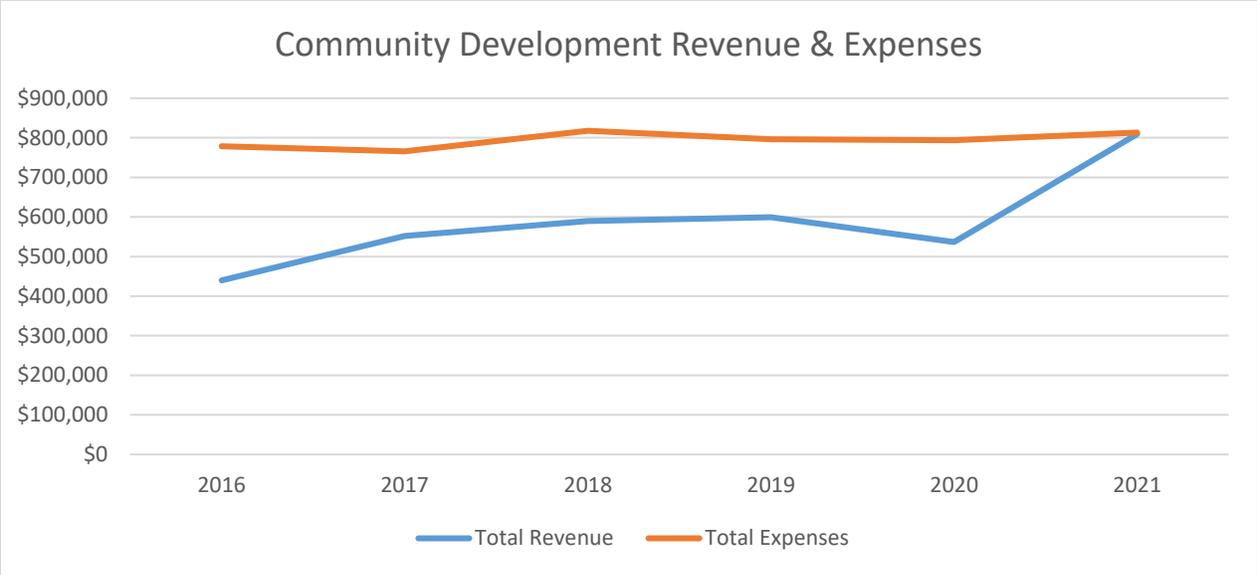
Gunnison County, CO
Community Development Department
221 N. Wisconsin St. Ste. D, Gunnison, CO 81230
Phone: (970) 641-0360
Website: www.gunnisoncounty.org
Email: planning@gunnisoncounty.org

From: Cathie Pagano, Assistant County Manager for Community and Economic Development
To: Board of County Commissioners
Date: March 7, 2022
Re: Community Development Fees

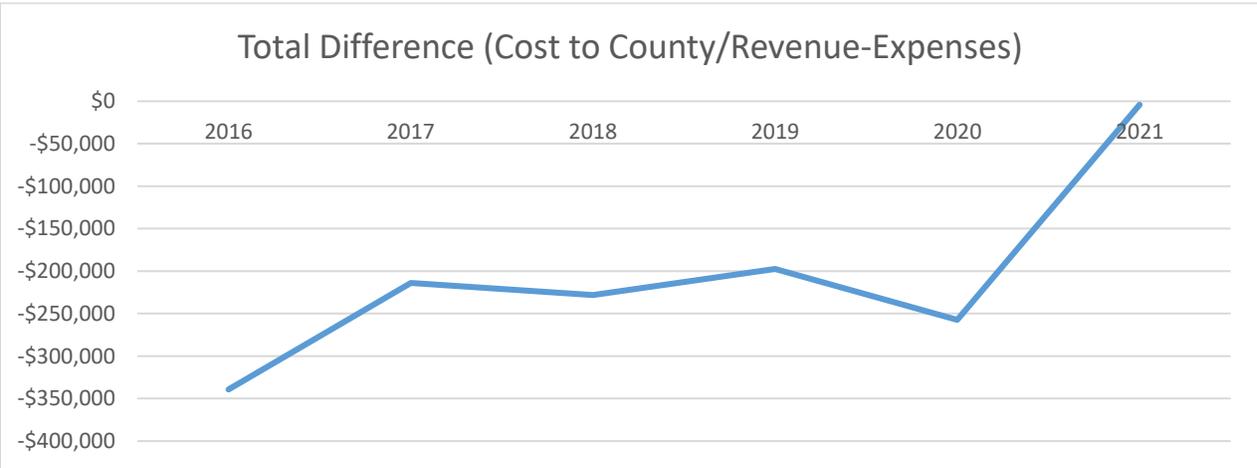
Development Review Fees

The Community Development Department is proposing a revised fee schedule for land use change, building, and onsite wastewater treatment system (OWTS) permits. The current fee schedules are attached for your reference. The Land Use Change permit fees were last revised in 2012 which included a phased fee increase over three years and the implementation of an annual increase based on the national consumer price index. Building fees were last revised in 2017 to include the adoption of a plan review fee of 30% of the building permit fee. OWTS fees were last revised in 2014 and the State of Colorado sets a base fee that counties are able to adjust.

Staff has analyzed the Community Development department revenue and expenses for the past six years to identify the cost to the County of the development review program. The total expenses include the expense of the Community Development Department related to development review, long range planning (excluding grant programs and activities), codes & regulations oversight, and sage grouse. Each of these programs include resources dedicated to development review including supporting permit/application processes, inspections, or prospective planning. The County has not recovered its costs for the development review program in any of the years analyzed and likely has not in many years. These development review costs then must be subsidized by the general fund and therefore all taxpayers because the County does not charge enough in permit fees to support the required program elements. The below chart depicts the relatively stable department expenses from 2016 to 2021 and the revenue of the program.



Since 2016 (and likely for most, if not all, years prior) the development review program has not covered its costs with the fees assessed. Those fees include building, OWTS, and land use change permit fees. In 2021, the development review program cost the County \$4,110, by far the least amount of any of the prior six years. This was a combination of a high volume of permit applications, high valuation homes, and two unfilled positions in the Community Development department for multiple months. While the costs to the County were reduced, the outcomes included much longer permit review times and a staff that was significantly beyond capacity. The average annual cost to the county of the development review program since 2016 is \$237,868.



Personnel

The Community Development department has had nearly the same number of staff since 2001. In 2001, there were 7.5 FTEs in the department including:

- Director, Assistant Director, Building Official, Environmental Health Official, Building Inspector (0.5 FTE), Environmental Health Assistant, Administrative Assistant (2)

In 2022 there are 7.75 FTEs in the department including:

- Director, Planning Manager (vacant since 7/21), Building & Environmental Health Official, Building & Environmental Health Inspector, Plans Examiner, Planner, Administrative Services Manager (0.75 FTE), Administrative Assistant

In 21 years the complexity of work and number of inspections have increased substantially. For the past 21 years, the department has strived to achieve quick permit review times, typically reviewing and issuing building permits in two to three weeks. In 2020, that review began to exceed three weeks and in 2021 it stretched to four to six weeks. 2021 was an exceptional year in the construction and home building industry with unprecedented demand and incredible labor and materials shortages. We recognize this and are not proposing substantial changes to our department structure based on that single year, however, the changes have been building for a number of years and 2021 made it clear that the department needs additional staff capacity to support the needs and demand of the community.

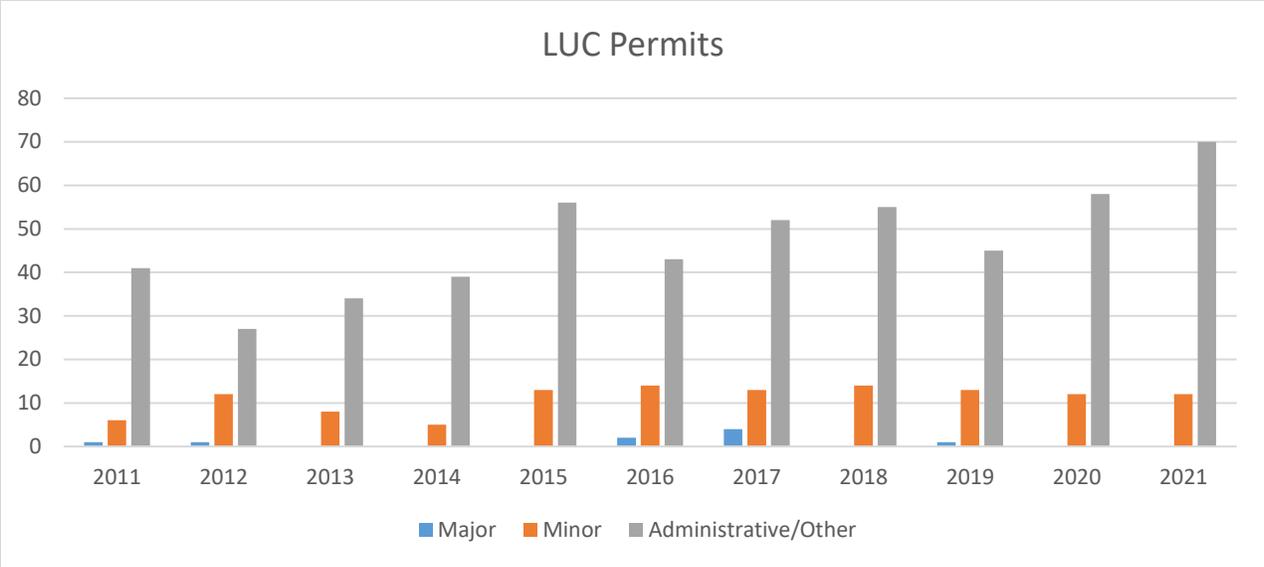
Community Development proposes the hiring of an additional inspector/plans examiner in 2022. An additional fleet vehicle is needed to accommodate the additional position. Staff also proposes to investigate the option to begin performing plumbing and electrical inspections. Currently, those activities are permitted and inspected by the State however the level of service is not adequate for our customers—the inspectors cover up to four counties and often take weeks to complete an inspection after a request is made (whereas the County endeavors to conduct inspections within 48 hours of a request). Additionally, staff proposes to become a “participating jurisdiction” in the State’s Manufactured Housing Installation Program in 2022. Once we have inspectors trained and certified to inspect the installation of manufactured homes, the State Inspectors will no longer be necessary and wait times for inspections and information will be reduced for our customers. In 2021 the Community

Development Department had an unfilled planner position for nearly half of the year. The department is currently advertising for a Planning Manager position and has been attempting to fill the vacancy since August 2021 with no success yet. In addition to the Planning Manager, it is recommended that an additional Planner I or Planner II be hired to support the department activities. These additional staff (inspector and planner) would enable the department to operate at a reasonable capacity and cadence. The current staff is verging on or experiencing burn-out—they have been asked to work above and beyond their capacity and job descriptions since the onset of COVID-19. As the Department Director, I am extremely concerned that without additional staff or significantly extended application review timelines the staff will not be able to achieve our department goals and may also not want to continue working in such a challenging environment. Lengthy permit review times have a direct impact on our customers and will impact their ability to initiate or complete development in the timelines that they typically expect in Gunnison County. I am also concerned that given the current labor shortages in the market even if we advertise open positions we may not be able to fill those positions in a timely fashion.

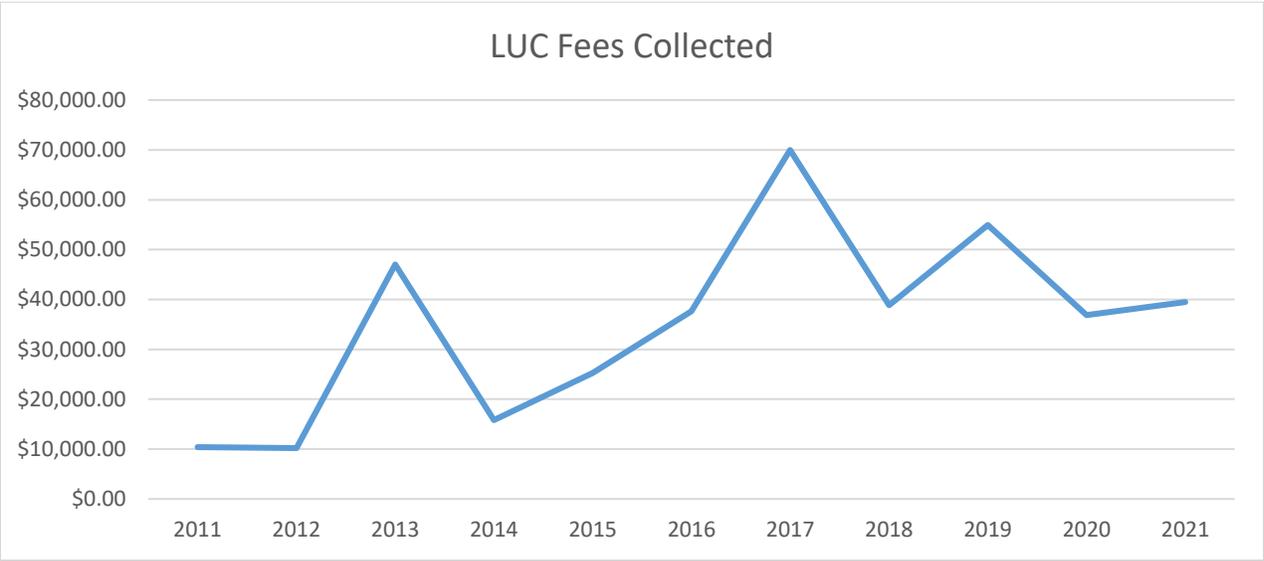
Land Use Change Application Fees

The Land Use Change permit fees were last revised in 2012 which included a phased fee increase over three years and the implementation of an annual increase based on the national consumer price index. The fees proposed at that time included a cost analysis however that analysis only included Community Development staff and did not include the costs of Planning Commission, Board of County Commissioners, the County Attorney's office, Public Works or any other county departments. Staff has reviewed the fees and contacted other departments to include their costs as part of the fee analysis. Currently, Community Development charges a \$285 Public Works review fee which does not at all reflect the time and resources spent by that department on land use change applications. Public Works staff work with applicants, review road plans, and attend Planning Commission meetings. The County Attorney's office provides review of all of land use change applications at some level and those costs have not been captured as part of the current fee structure.

While Administrative Review land use change permits have increased since 2011, submission of minor and major impact applications has remained stable.



Land Use Change fees have increased since 2011 and yet do not cover the costs of review to the County.



Staff has analyzed the permit fees for each land use classification (administrative, minor, and major) and utilized current labor rates for county staff and appointed officials (Planning Commission). Staff has also provided a side by side comparison of current fees, projected actual costs, and real-world examples for minor and major impact projects.

Administrative Review	Time	Cost	Current Fee	Proposed Fee
Admin Services Manager	4	\$110.96		
Planner	7	\$341.25		
Public Works Director	1	\$101.40		
Public Works Operations	4	\$272.68		
Attorney's Office	2	\$148.22		
BOCC	0.33	\$42.84		
Total	16.33	\$1,017.35	\$285.00	\$1,018.00

Minor Impact	Time	Cost	Current Fee	CMC	Actual Costs	Fees Assessed	Proposed Fee on Example
Admin Services Manager	11	\$305.14		11	\$305.14		
Planner	25	\$1,218.75		40	\$1,950.00		
Director				8	\$703.84		
Public Works Director	4	\$405.60	\$60.00	2	\$200.00	\$60.00	\$679.00
Public Works Operations	4	\$272.68		1	\$55.00		
Environmental Health Official	2	\$109.12	\$60.00	1	\$54.56		\$110.00
Attorney's Office	4	\$296.44		2	\$148.22		
Planning Commission	5	\$2,187.50		8	\$3,500.00	\$4,500.00	\$5,570.00
BOCC	3	\$389.42		0			
Total	58	\$5,184.65	\$1,365.00	73	\$6,916.76	\$4,560.00	\$6,359.00

Major Impact Sketch	Time	Cost	Current Fee	Hunter Ridge	Actual Costs	Fee Assessed	Proposed Fee on Example
Admin Services Manager	15	\$416.10		11	\$305.14		
Planner							
Director	30	\$2,639.40		20	\$1,759.60		
Public Works Director	6	\$608.40	\$285.00	6	\$600.00	\$285.00	\$882.00
Public Works Operations	4	\$272.68		2	\$110.00		
Environmental Health Official	2	\$109.12	\$285.00	4	\$218.24		\$110.00
Attorney's Office	6	\$444.66		8	\$592.88		
Planning Commission	10	\$4,375.00		5	\$2,187.50	\$2,290.00	\$5,040.00
BOCC	4	\$519.24		5	\$649.05		
Total	77	\$9,384.60	\$1,700.00	61	\$6,422.41	\$2,575.00	\$5,970.00

Major Impact Prelim	Time	Cost	Current Fee	Aperture	Actual Costs	Fees Assessed	Proposed Fee on Example
Admin Services Manager	15	\$416.10		15	\$416.10		
Planner				35	\$1,706.25		
Director	40	\$280.00					
Public Works Director	10	\$1,014.00	\$285.00	8	\$800.00	\$285.00	\$1,696.00
Public Works Operations	10	\$681.70		2	\$110.00		
Environmental Health Official	4	\$218.24	\$285.00	0	\$0.00		\$305.00
Attorney's Office	8	\$592.88	\$160 (DIA)	8	\$592.88		
Planning Commission	15	\$6,562.50		8	\$3,500.00	\$3,365.00	\$6,895.00
BOCC	8	\$1,038.48		4	\$519.24		
Total	106	\$10,803.90	\$2,245.00	80	\$7,644.47	\$3,650.00	\$8,896.00

Major Impact Final	Time	Cost	Current Fee	Proposed Fee
Admin Services Manager	4	\$110.96	\$305.00	\$850
Planner				
Director	10	\$879.80		
Public Works Director	2	\$202.80	\$285.00	\$339.00
Public Works Operations	2	\$136.34		
Environmental Health Official	1	\$54.56	\$285.00	\$110.00
Attorney's Office	2	\$148.22	\$160 (DIA)	\$500.00 (DIA)
BOCC	2	\$259.62		
Total	23	\$1,763.16	\$285.00	\$1745

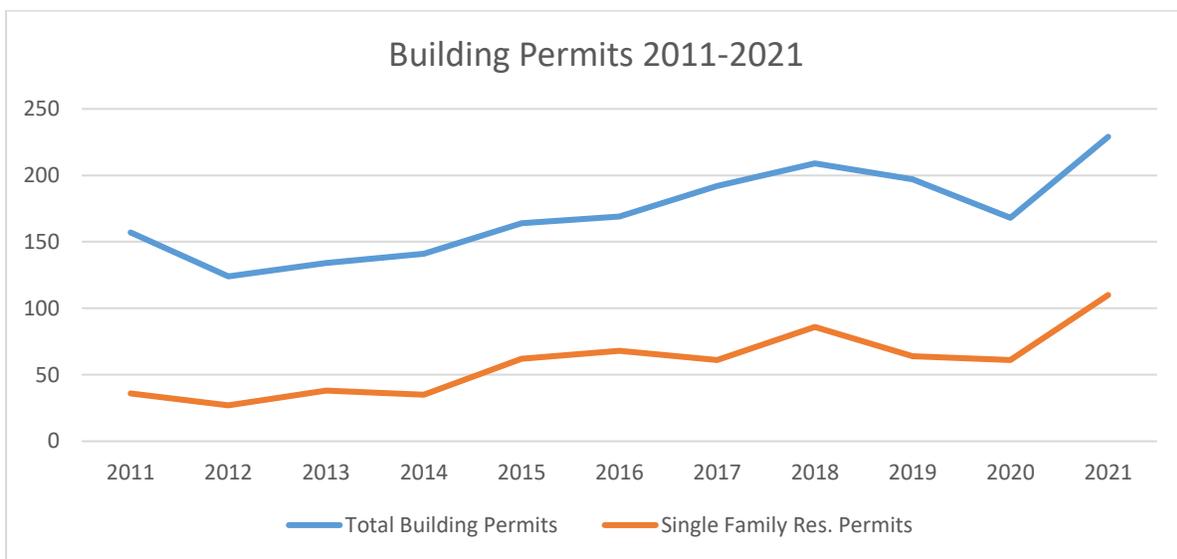
The land use permit fees include a base fee and then additional fees based on the number of lots, square footage, or acreage of commercial/industrial use—it is difficult to adequately capture those comparisons which is why we chose to provide real world examples. Those unit costs were based on other counties and similar fees and serve to charge a fee that incrementally increases based on higher levels of use (units or square feet). Staff recommends the following changes to the land use change fee schedule:

Administrative Review	Current Fee	Proposed Fee
	\$305	\$1,018
Minor Impact	Current Fees	Proposed Fees
	\$1,460	\$2,700
Public Works Review	\$65	\$679
Environmental Health Review	\$65	\$110
Minor Subdivision	\$65/lot	
Minor Commercial Industrial	\$120/1,000 sq ft building	
Minor Commercial Industrial	\$280/acre (no structure)	\$305
Minor Mining Operation	\$305/affected acre	
Minor Mining Operation	\$305/1,000 sq ft building	
Roads to 35+acre	\$65/dwelling unit	
DIA	\$170	\$500
Total		\$4,294
Major Impact	Current Fees	Proposed Fees

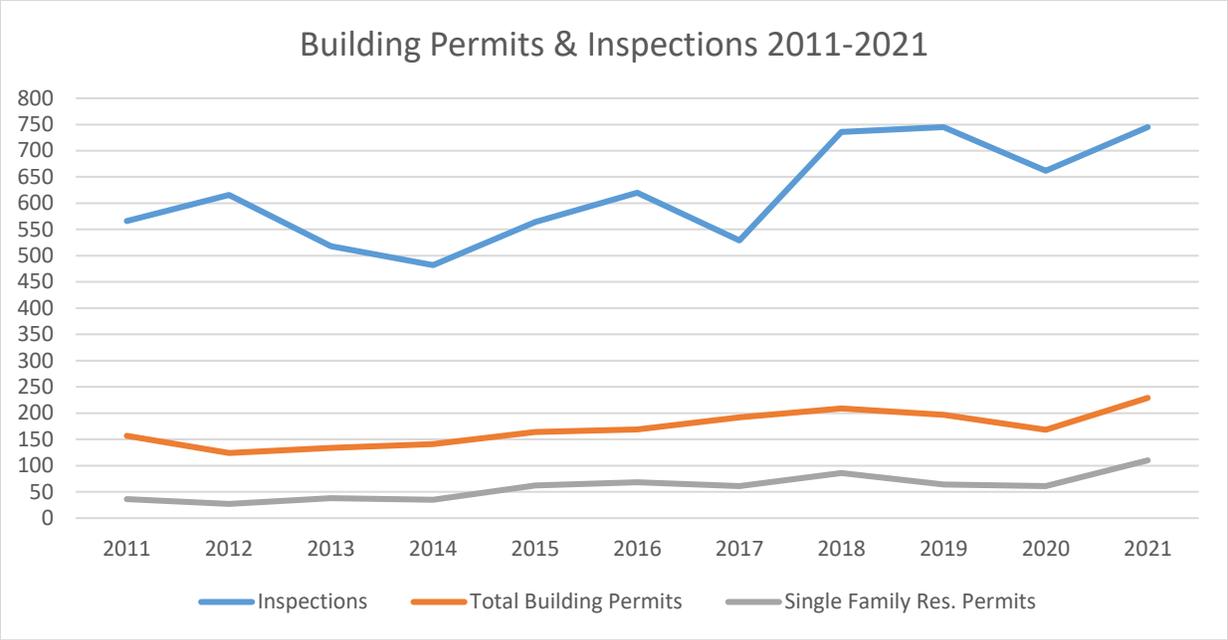
Sketch Plan	\$1,820	\$4,000
Public Works Review	\$305	\$882
Environmental Health Review	\$305	\$110
Subdivision	\$65/lot	
Commercial Industrial	\$120/1,000 sq ft building	
Commercial Industrial	\$280/acre (no structure)	
Mining Operation	\$305/affected acre	
Mining Operation	\$305/1,000 sq ft building	
Total		\$4,930
Preliminary Plan	\$2,405	\$5,400
Public Works Review	\$305	\$1,696
Environmental Health Review	\$305	\$305
Subdivision	\$120/lot	
Commercial Industrial	\$245/1,000 sq ft building	
Commercial Industrial	\$420/acre (no structure)	
Mining Operation	\$420/affected acre	
Mining Operation	\$305/1,000 sq ft building	
Total		\$7,401
Final Plan	\$305	\$850
DIA	\$305	\$500
Final Plat	\$120	\$120
Minor Amendments (extension)	\$120	\$500
Appeal of Staff Decision to PC	\$305	\$500
Public Works Review Fee	\$285	\$339
Plat correction, including relocation of building envelopes	\$120	\$850
Lot Cluster Agreement	\$305	\$850
Long Term Camping Permit	\$120	\$300
Boundary Line Adjustment:	\$305	\$850
Plat Vacation:	\$120	\$850
Street name change:	\$120	\$120
Special Events Permit:	\$150	\$200
Sign Permit	\$120	\$500
Sign Waiver Application	\$170	\$850
*All fees are recommended to increase annually with National Consumer Price Index and that they be reviewed every three years to determine if county costs are being recouped.		

Building Permits

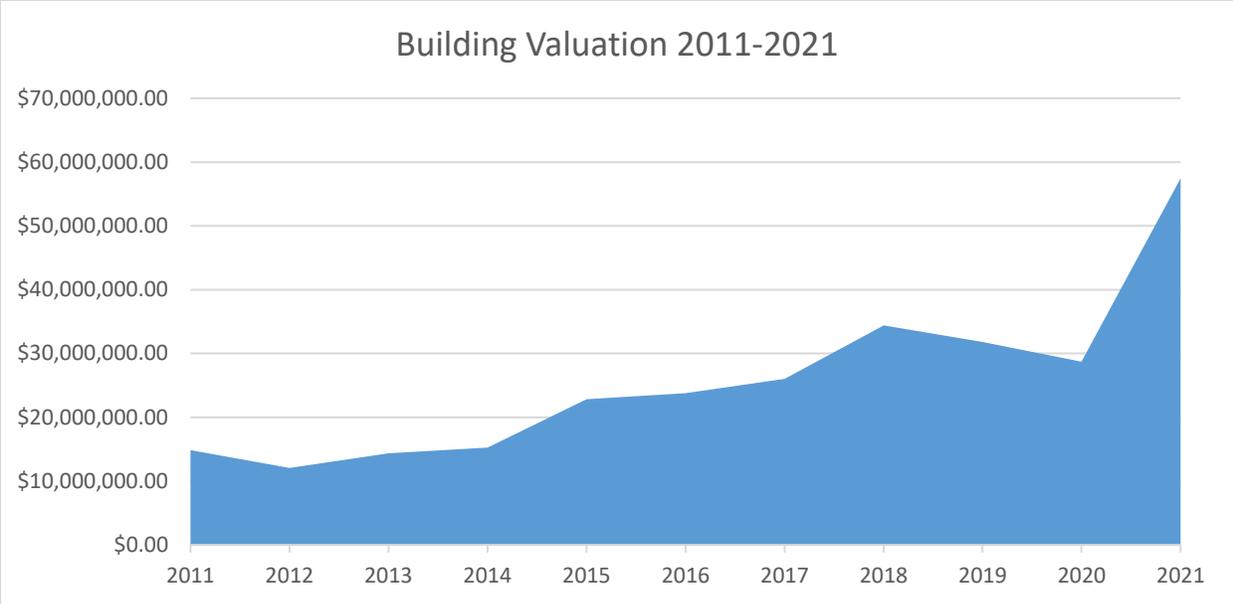
Building construction activity has shown relatively steady growth in Gunnison County since 2014 with the exception of 2020. The number of building permit applications has generally increased year over year along with the total valuations of the buildings permitted. As noted above, the number of staff reviewing applications and performing inspection has stayed the same since 2001. Data from 2011 through 2021 was used as a time period to analyze because it includes the recession, recovery, and the pandemic.



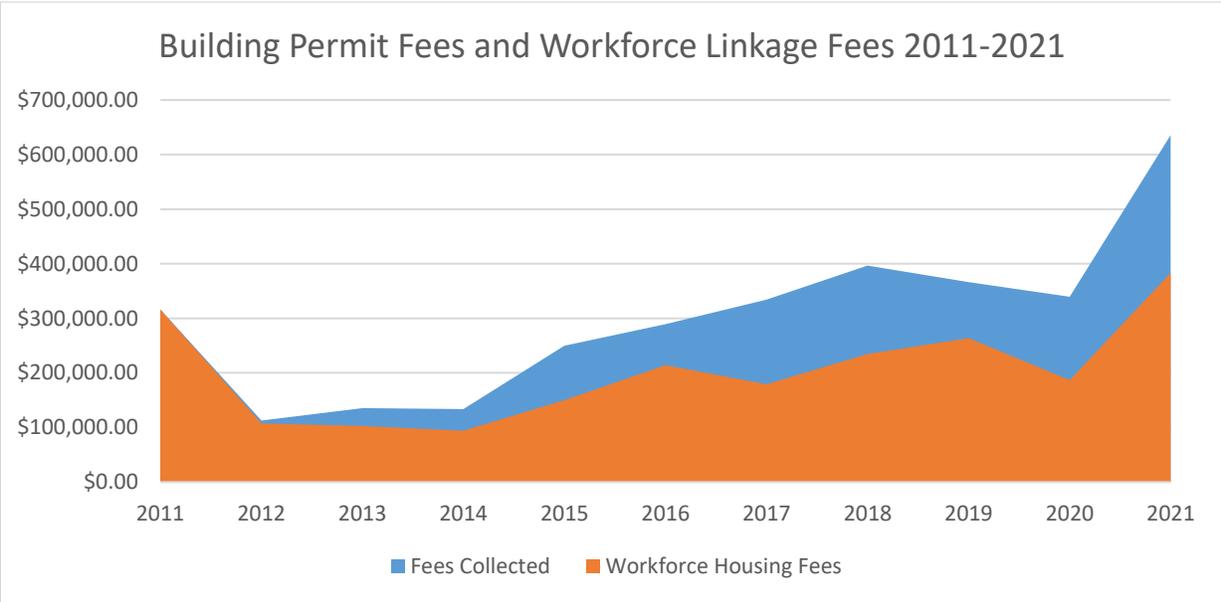
Since 2011, the number of inspections that are conducted for buildings has increased. The County now performs insulation, air barrier, radon gas mitigation, and mechanical ventilation inspections and due to the size and complexity of many homes does multiple inspections to review different phases of foundation installation or framing. The geographic distance that the County spans also is a huge challenge, exacerbated in 2020 and 2021 by the construction work on Highway 50 in Blue Canyon which necessitated the inspector leaving for inspections at 6am in order to avoid highway closures.



Building valuations have steadily increased since 2011. The formula for valuation calculation has not changed in Gunnison County and the National Average Cost, without modification by applying a Regional Cost Modifier, has not been implemented, although it is encouraged by the International Code Council to recover costs and provide an adequate building safety program. Especially over the past decade, the size, complexity, and sophistication of structures has increased. 2021 was the highest year on record for building valuations.



Building permit fees were last increased in 2015 with the inclusion of a plan review fee (30% of the total building permit fee for residential and 65% for commercial). The method for calculating building permit fees has been included as part of the building code adoption process which has historically been done every six years.



The International Code Council (ICC) updates the National Building Valuation Data every six months, based on several industry factors for typical construction. The data represents the national average and does not consider any regional cost difference. The ICC encourages jurisdictions to adopt a regional cost modifier that is reflective of local construction costs. The ICC building permit fee formula establishes a building valuation for each structure based on a cost per square foot plus a set fee based on value (fee worksheet attached for reference). The current cost per square foot that is adopted is \$148.33 per square foot for residential.

Building Permit Fees in addition to cost value per square foot	
Total Value	Fee
\$1-\$500	\$24.00
\$501-\$2000	\$24 FOR 1ST \$500 + \$3.00 FOR EACH ADDITIONAL \$100 OF VALUE
\$2001-\$40000	\$69 FOR 1ST \$2,000 + \$11.00 FOR EACH ADD \$1,000 OF VALUE
\$40001-\$100000	\$487 FOR 1ST \$40,000 + \$9 FOR EACH ADD \$1,000 OF VALUE
\$100001-\$500000	\$1,027 FOR 1ST \$100,000 + \$7.00 FOR EACH ADD \$1,000 OF VALUE
\$500001-\$1,000,000	\$3,827 FOR 1ST \$500,000 + \$5 FOR EACH ADD \$1,000 OF VALUE
\$1,000,001-\$5,000,000	\$6,327 FOR 1ST \$1,000,000 + \$3 FOR EACH ADD \$1,000 OF VALUE
> \$5 MILLION	\$18,327 FOR THE 1ST 5 MILLION + \$1 FOR EACH ADD \$1,000 OF VALUE

This cost is substantially lower than construction costs in Gunnison County and results in an artificially low building permit valuation and thus an artificially low building permit fee. The valuations and fees are not reflective of the true cost of construction. The current adopted building permit fees do not cover the cost of the development and review program and must be subsidized by the County general fund (i.e.

Gunnison County taxpayers). Additionally, as the codes, construction methods, and technology have become more complex, there is an increased demand and need for staff capacity to review permits and complete detailed inspections. Since the inception of the building program, Gunnison County has generally had one building official and one inspector/plan reviewer with no staffing increases in over twenty years. The geographic spread of the County, combined with the increased development and complexity of construction is necessitating additional staff to accommodate not only the high number of permit applications but the complexity of the projects. Without additional staff the level of customer service may degrade causing longer wait times for inspections and permit issuance and more correction items caught in the field. In 2021 the County experienced high permit application volumes and development inquiries and the Community Development was short-staffed which lead to permit review times going from two to three weeks to four to six weeks. Staff has analyzed building permit fees assessed in 2019, 2020, and 2021 and conducted a cost of construction analysis to determine an appropriate fee modifier that reflects the true cost of construction in Gunnison County.

Community Development currently uses the Building Valuation Data schedule as published by the International Code Council to determine project valuations for various types of construction. This data is a national average and does not account for any regional cost differences. Currently, the schedule lists the cost per square foot for one- and two-family dwellings and townhomes as \$148.33.

Staff worked with an appraiser to determine valuation data of new builds over the last year. The average square foot (sf) cost of residential construction in our region appears to be around \$400/sf (after taking out a \$906/sf outlier). Additionally, staff has spoken to industry professionals and have learned that building for under \$300/sf is challenging. According to the Gunnison County Assessor, the median sale price is \$404 sq/ft.

An accurate reflection of current construction costs would be a Regional Cost Modifier of 2.85. The Board may also want to consider a more gradual increase by using a Regional Cost Modifier of 2.0 which would reduce the sticker shock but, in most cases, would still be less than the actual cost per square foot. Alternatively, actual project budget worksheets could be used to identify the project valuation for construction; this method is used in Pitkin County and Aspen and would require additional staff time to track and process. Projects with a high square footage typically require significantly more field

inspections and review time and a Regional Cost Modifier of 2.0 would most likely not accurately reflect the actual valuation or produce a permit fee that would recover costs to the County. The actual project budget should be required for valuations of larger projects. Staff has provided the below examples of possible building permit fee changes with no modifier, a modifier of 2.0, and a modifier of 2.85.

Building Fees	2019	2020	2021
Current Total Valuation:	\$31,324,447.21	\$26,870,703.80	\$57,913,305.40
Total Valuation with multiplier of 2:	\$61,066,878.43	\$52,422,013.40	\$109,229,557.20
Total Valuation with multiplier of 2.85:	\$86,347,944.96	\$72,552,126.56	\$153,278,084.28
Total Building and Plan Review Fees	\$353,475.71	\$302,731.32	\$616,267.96
Total Building & Plan Review Fees w/ Multiplier of 2	\$578,883.81	\$498,604.48	\$986,580.12
Total Building & Plan Review Fees w/ Multiplier of 2.85	\$738,351.20	\$1,106,490.91	\$2,197,958.65
*Multipliers have only been applied to valuations where the applicant did not provide the project cost and relied on the National Building Valuation Data for the project valuation determination			

Building permit fee impact of implementing a Regional Cost Modifier of 2:

Example 1: 1,500 square foot home

Building valuation with no Regional Cost Modifier (\$148.33/sf): \$222,495

Building permit fee: \$1,884.47 and plan review fee: \$565.34

Total fee: \$2,449.81

Building valuation applying a Regional Cost Modifier of 2 (\$296.66/sf): \$444,990

Building permit fee: \$3,441.93 and plan review fee: \$1,032.58

Total fee: \$4,474.51

Building valuation applying a Regional Cost Modifier of 2.8 (\$415.32/sf): \$622,986

Building permit fee: \$4,441.93 and plan review fee: \$1,332.58

Total fee: \$5,774.51

Example 2: 2,500 square foot home

Building Valuation with no Regional Cost Modifier (\$148.33/sf): \$370,825

Building permit fee: \$2,922.78 and plan review fee: \$876.83

Total fee: \$3,799.61

Building valuation applying a Regional Cost Modifier of 2 (\$296.66/sf): \$741,650

Building permit fee: \$5,035.25 and plan review fee: \$1,510.58

Total fee: \$6,545.83

Building valuation applying a Regional Cost Modifier of 2.8 (\$415.32/sf): \$1,038,310

Building permit fee: \$6,441.93 and plan review fee: \$1,932.58

Total fee: \$8,374.51

Example 3: 3,500 square foot home

Building Valuation with no Regional Cost Modifier (\$148.33/sf): \$519,155

Building permit fee: \$3,922.78 and plan review fee: \$1,176.83

Total fee: \$5,099.61

Building valuation applying a Regional Cost Modifier of 2 (\$296.66/sf): \$1,038,310

Building permit fee: \$6,441.93 and plan review fee: \$1,932.58

Total fee: \$8,374.51

Building valuation applying a Regional Cost Modifier of 2.8 (\$415.32/sf): \$1,453,634

Building permit fee: \$7,687.90 and plan review fee: \$2,306.37

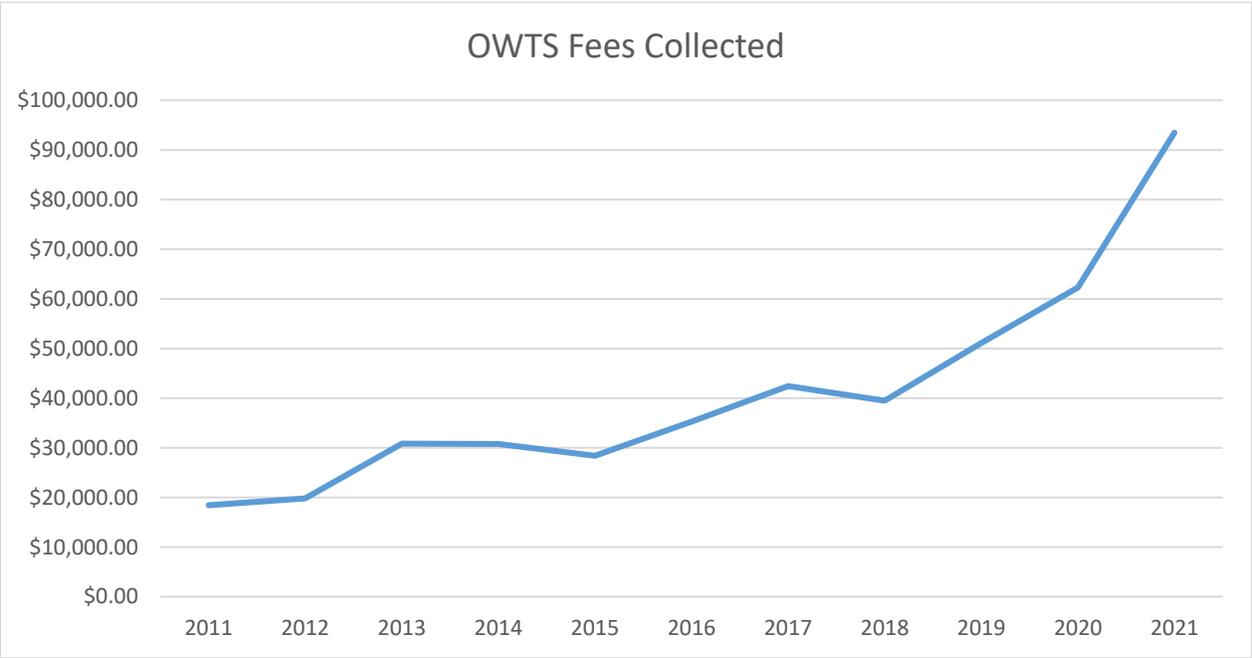
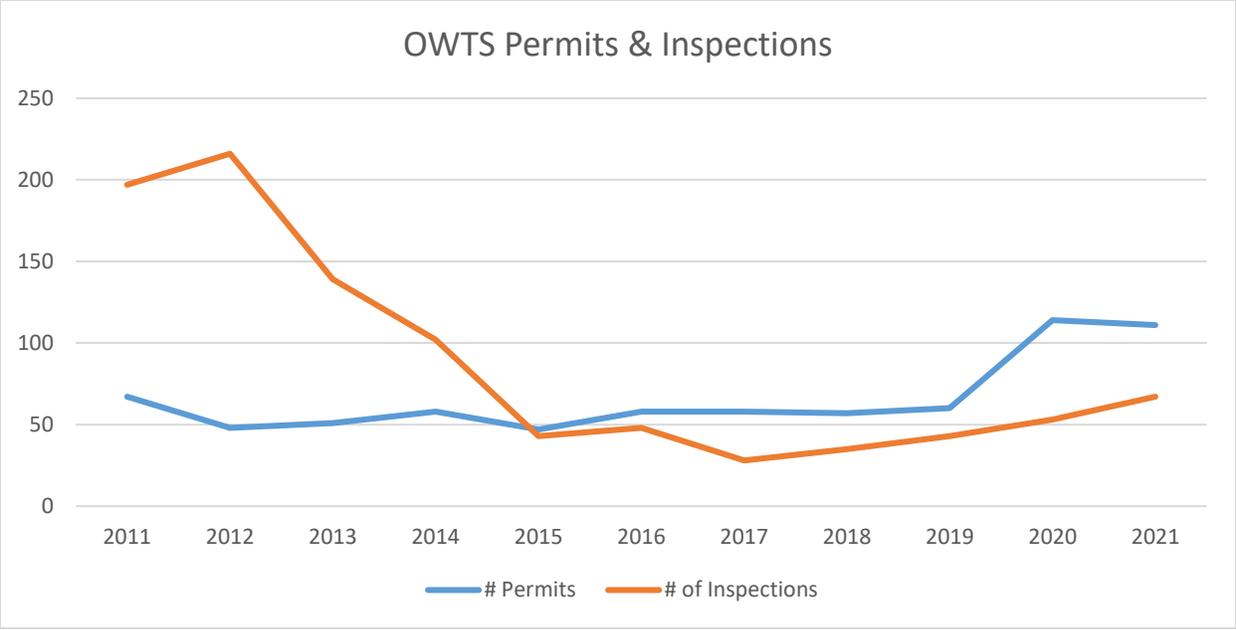
Total fee: \$9,994.27

Gunnison County building permit fees don't come close to actual project costs. They are intended to pay for the development review program and provide enough resources to uphold the minimum

requirements of the adopted standards for fire and life safety. Staff recommends that the building permit fees are adjusted using a Regional Cost Modifier of 2.85 and review of the fees every two years to reflect market fluctuations. For projects that believe the Regional Cost Modifier is in excess of their actual project costs, a project budget sheet may be submitted in lieu of the standard fee calculation. Staff analysis has found that residential structures that exceed 4,000 to 5,000 square feet in size require more inspections and staff time than residential structures less than 4,000 square feet. We understand, from contractors, that typical price per square foot for a larger, high-end home is \$700-\$1,000/sq. ft. A current building project that is nearly 10,000 square feet has had five foundation inspections, compared to the typical one inspection that is done for most homes less than 5,000 square feet. We recommend that residential structures greater than 5,000 square feet be required to submit a project budget and that the building permit valuation and subsequent fee be based on that budget.

OWTS Permit Fees

The OWTS permit fees were last adjusted in 2014 when the Gunnison County OWTS Regulations were adopted. OWTS permits, by their nature, are in more remote regions of the County and often require a longer commute time for inspectors than many of the building permits. In 2014, the County, adopted the OWTS Regulations, as required by the State. Soil tests of percolation rates were no longer a responsibility of staff under the new Regulations, however, soil and rock content verification are still often required and the end result did not produce a cost savings to the County. Unfortunately, as part of the development review program the permit fees still do not accurately capture the costs of the permit review and inspection to the County. Staff was surprised to see the jump in OWTS permit applications in 2020 and 2021—this likely reflects a pandemic-related desire for people to have a cabin amidst open space that is perceived as being safe. From 2011 to 2019 OWTS permit applications had maintained a fairly steady pace with little growth and projections for decreasing numbers. It is unclear how future trends may affect the number of OWTS applications that are submitted. The increase in fees collected in 2020 and 2021 reflects the greater number of permit applications submitted, however the fees still do not cover the costs of the development review program.



Staff analyzed each of the OWTS permit application types and associated County costs for review and permitting.

	Staff Hours	Labor Cost	Current Fee
OWTS New/Replacement			
Environment Health Inspector	6	\$268.08	
Plans Technician	2	\$63.70	
Plan Review-Planning	3	\$146.25	
Plan Review-EH	9	\$398.52	
EH Official	2	\$109.12	
Total	22	\$985.67	\$870
OWTS New/Commercial			
Environment Health Inspector	6	\$268.08	
Plans Technician	2	\$63.70	
Plan Review-Planning	3	\$146.25	
Plan Review-EH	10	\$442.80	
Program Manager	3	\$163.68	
Total	24	\$1,084.51	\$975
OWTS Alteration/Expansion			
Environment Health Inspector	4	\$178.72	
Plans Technician	2	\$63.70	
Plan Review-Planning	3	\$146.25	
Plan Review-EH	6	\$265.68	
Program Manager	2	\$109.12	
Total	17	\$763.47	\$530
OWTS Repair			

Environment Health Inspector	4	\$178.72	
Plans Technician	2	\$63.70	
Plan Review-Planning	1.5	\$73.13	
Plan Review-EH	6	\$265.68	
Program Manager	0.5	\$27.28	
Total	14	\$608.51	\$335
Tank Replacement-limited			
Environment Health Inspector	4	\$178.72	
Plans Technician	2	\$63.70	
Plan Review-EH	2	\$88.56	
Program Manager	0.25	\$13.64	
Total	8.25	\$344.62	\$150
Variance Request			
Environment Health Inspector	4	\$178.72	
Plans Technician/Meeting Management	6	\$191.10	
Plan Review-EH-report	10	\$442.80	
Program Manager	2	\$109.12	
EH Board Stipend	7	\$525.00	
Total	29	\$1,446.74	\$750

The current and recommended fees for OWTS are:

OWTS Applications	Current Fee	Proposed Fee
OWTS New Residential Fee:	\$870.00	\$986
OWTS New Commercial Fee:	\$975.00	\$1,085
OWTS Alteration Permit Fee:	\$530.00	\$763
OWTS Repair Permit Fee:	\$335.00	\$609
OWTS tank replacement Fee:	\$155.00	\$345
OWTS Variance	\$750	\$1,447

Staff also recommends that these fees increase annually, in accordance with National Consumer Price Index.

Conclusion

Staff appreciates the high cost of construction and development that currently exists in Gunnison County. Affordable and attainable housing is an incredible challenge and a high priority of the commissioners and community to support. We do not make these recommendations lightly or without much thought and analysis. We are concerned that the development review program forces a county subsidy of it every year and several hundred thousand dollars could be used to support other projects and programs in Gunnison County, including affordable housing. When we adequately and accurately charge permit fees based on the real costs of development we are requiring development to pay its way and not place that burden on the taxpayer. We appreciate your consideration.

Exhibit B

Gunnison County Onsite Wastewater Treatment System Regulations Fee Schedule Adopted by the Gunnison County Board of Commissioner on _____, 2022 at Resolution No. and adjusted annually per that Resolution.			
	NEW SYSTEM	REPAIR	ALTERATION OR EXPANSION
THREE OR LESS BEDROOMS:			
Single family residential	\$986, includes two inspections. Additional inspections \$210 each.	\$609, includes two inspections. Additional inspections \$210 each. \$345, tank repair/replacement only, includes one inspection.	\$763, includes two inspections. Additional inspections \$210 each.
FOUR OR MORE BEDROOMS:			
1. Single family residential 2. Multiple family residential	\$986, includes two inspections. Additional inspections \$210 each. \$986 per dwelling unit, includes two inspections. Additional inspections \$210 each.	\$609, includes two inspections. Additional inspections \$210 each.	\$763, includes two inspections. Additional inspections \$210 each.
COMMERCIAL:			
	\$1,085, includes two inspection. Additional Inspection \$210 each.	\$609, includes two inspections. Additional inspections \$210 each.	\$609, includes two inspections. Additional inspections \$210 each.
OTHER:			
Site inspection for Land Use Change Permit application review	\$235 per inspection, includes inspection and report.	N/A	N/A
Variance request and appeal of denial through Environmental Health Board review	\$1,447 per variance and appeal application	N/A	N/A
Review of Application for Transfer of Title Acceptance Document	\$60, if application is incomplete, fee will be charged again upon resubmission	N/A	N/A

Other Related Fees	
System Cleaner <i>New</i> license fee	\$60
System Cleaner Annual <i>Renewal</i> license fee	\$40
System Installer <i>New</i> license fee	\$100
System Installer Annual <i>Renewal</i> license fee	\$40
State Surcharge Fee At Issuance of Permit	\$20
Renewable Permit Fee	\$50

GUNNISON COUNTY LAND USE CHANGE FEE SCHEDULE/ PERMIT FEES
 Adopted by the Gunnison County Board of Commissioners January 24, 2000, amended _____, 2022
 and adjusted annually per BOCC Resolution _____
 For the year 2022

TYPE OF LAND USE

FEE

Website: <https://www.gunnisoncounty.org/144/Community-and-Economic-Development>
 Email: planning@gunnisoncounty.org

*Not all permit applications are required to be reviewed by all agencies; unique circumstances of a parcel or of a proposed land use change or activity may require additional expert review; charges are imposed only when those reviews are required.

ADMINISTRATIVE REVIEW	<ul style="list-style-type: none"> • \$<u>3051,018</u> • Publication Fees for public notices (if required)
MINOR IMPACT: Any or all of the following, as applicable: <ul style="list-style-type: none"> • Public Works review:* • Environmental Health Office review:* • Colorado Geologic Survey Review:* • Consulting engineer's review:* 	<ul style="list-style-type: none"> • \$<u>1,4602,700</u> • \$<u>65679</u> • \$<u>65110</u> • Base fees + per hour fee as necessary, assessed by that agency • Base fees + per hour fee as necessary; • Publication Fees for public notices
<ul style="list-style-type: none"> • Minor subdivision: 	<ul style="list-style-type: none"> • \$65/lot upon permit approval • Actual costs of plat recording
<ul style="list-style-type: none"> • Minor commercial or industrial space 	<ul style="list-style-type: none"> • \$120/1,000 square feet of building; \$<u>280305</u>/acre when no structure is involved
<ul style="list-style-type: none"> • Minor mining operation: 	<ul style="list-style-type: none"> • \$305/affected acre + \$305/1,000 square feet of building space
<ul style="list-style-type: none"> • Road design to serve exempt subdivisions 	<ul style="list-style-type: none"> • \$65/per dwelling unit to be served by the proposed road (If more than one dwelling unit is allowed by covenant or other similar means, total fee is based upon total #of dwelling units); additional fees may also be required for additional review by the Public Works Department
<ul style="list-style-type: none"> • Development Improvement Agreement* 	<ul style="list-style-type: none"> • \$<u>170500</u>
MAJOR IMPACT:	
SKETCH PLAN: Payment is to be made at time of submittal: <ul style="list-style-type: none"> • Major Impact Subdivision: • Major Impact Commercial or Industrial space: • Major Mining operation: • Public Works review:* • Environmental Health Office review:* • Colorado Geologic Survey Review:* • Consulting engineer's review:* 	<ul style="list-style-type: none"> • \$<u>1,8204,000</u> • + Publication Fees for public hearing(s) notice(s), and: • \$65/lot • \$120/1,000 square feet of building space; \$<u>280305</u>/acre when no structure is involved • \$305/surface-disturbed acres + \$305/1,000 square feet of building space • \$<u>305882</u> • \$<u>305-110</u> • Base fees + per hour fee as necessary, assessed by that agency + per hour • Base fees + per hour fee as necessary, assessed by

<p>PRELIMINARY PLAN: Payment to be made at time of submittal:</p> <ul style="list-style-type: none"> • Major Impact Subdivision: • Major Impact Commercial or Industrial space: • Major Mining operation: <p>Additional fees, as required for specific plans:</p> <ul style="list-style-type: none"> • Public Works review:* • Environmental Health Office review:* • Colorado Geologic Survey Review:* • Consulting engineer's review:* 	<ul style="list-style-type: none"> • <u>\$2,4055,400</u> • + Publication Fees for public hearing(s) notice(s) and: \$120/lot • \$245/1,000 square feet of building space; \$400/acre when no structure is involved • \$420/surface-disturbed + \$305/1,000 square feet of building space • <u>\$3051,696</u> • \$305 • Base fees + per hour fee as necessary, assessed by that agency • Base fees + per hour fee as necessary
<p>FINAL PLANS: Payment to be made at time of submittal:</p> <ul style="list-style-type: none"> • Final plan that requires a Development Improvement agreement • Final plan that does not require a Development Improvement Agreement • If subdivision, plat recording 	<ul style="list-style-type: none"> • <u>\$305850</u> • <u>\$305500</u> • \$480 • Actual costs of plat recording
<p>Final plat, condominiums and townhomes:</p>	<ul style="list-style-type: none"> • \$120 + costs of plat recording (no additional application submittal fee)
<p>Minor amendments to previously approved Sketch or Preliminary plans, including time extensions. If found to be a significant amendment, the fee will be applied toward the applicable new Sketch or Preliminary Plan fee.</p>	<ul style="list-style-type: none"> • <u>\$120500</u>
<p>Appeal of Staff Decision to Planning Commission:</p>	<ul style="list-style-type: none"> • <u>\$305500</u>
OTHER RELATED GENERAL LAND USE FEES	
<p>Plat correction, including relocation of building envelopes</p>	<ul style="list-style-type: none"> • \$120+ actual costs of public hearing notice and replat recording
<p>Lot Cluster Agreement</p>	<ul style="list-style-type: none"> • <u>\$305+1,018</u> costs of recording of agreement
<p>Long Term Camping Permit</p>	<ul style="list-style-type: none"> • <u>\$120300</u>
<p>Boundary Line Adjustment:</p>	<ul style="list-style-type: none"> • \$305+ actual costs of plat recording
<p>Plat Vacation:</p>	<ul style="list-style-type: none"> • \$120 + actual costs of public hearing notice and replat recording
<p>Street name change:</p>	<ul style="list-style-type: none"> • \$120 + actual costs of public hearing notice and replat recording
<p>Special Events Permit:</p>	<ul style="list-style-type: none"> • <u>\$150200</u>
<p>Sign Permit</p>	<ul style="list-style-type: none"> • <u>\$120500</u>
<p>Sign Waiver Application</p>	<ul style="list-style-type: none"> • <u>\$1701,018</u>

GUNNISON COUNTY LAND USE CHANGE FEE SCHEDULE/ PERMIT FEES
 Adopted by the Gunnison County Board of Commissioners January 24, 2000, amended _____, 2022
 and adjusted annually per BOCC Resolution _____
 2022

TYPE OF LAND USE	FEE
<p align="center">Website: https://www.gunnisoncounty.org/144/Community-and-Economic-Development Email: planning@gunnisoncounty.org</p> <p>*Not all permit applications are required to be reviewed by all agencies; unique circumstances of a parcel or of a proposed land use change or activity may require additional expert review; charges are imposed only when those reviews are required.</p>	
ADMINISTRATIVE REVIEW	<ul style="list-style-type: none"> • \$1,018 • Publication Fees for public notices (if required)
MINOR IMPACT: Any or all of the following, as applicable: <ul style="list-style-type: none"> • Public Works review:* • Environmental Health Office review:* • Colorado Geologic Survey Review:* • Consulting engineer's review:* 	<ul style="list-style-type: none"> • \$2,700 • \$679 • \$110 • Base fees + per hour fee as necessary, assessed by that agency • Base fees + per hour fee as necessary; • Publication Fees for public notices
<ul style="list-style-type: none"> • Minor subdivision: 	<ul style="list-style-type: none"> • \$65/lot upon permit approval • Actual costs of plat recording
<ul style="list-style-type: none"> • Minor commercial or industrial space 	<ul style="list-style-type: none"> • \$120/1,000 square feet of building; \$305/acre when no structure is involved
<ul style="list-style-type: none"> • Minor mining operation: 	<ul style="list-style-type: none"> • \$305/affected acre + \$305/1,000 square feet of building space
<ul style="list-style-type: none"> • Road design to serve exempt subdivisions 	<ul style="list-style-type: none"> • \$65/per dwelling unit to be served by the proposed road (If more than one dwelling unit is allowed by covenant or other similar means, total fee is based upon total #of dwelling units); additional fees may also be required for additional review by the Public Works Department
<ul style="list-style-type: none"> • Development Improvement Agreement* 	<ul style="list-style-type: none"> • \$500
MAJOR IMPACT:	
SKETCH PLAN: Payment is to be made at time of submittal: <ul style="list-style-type: none"> • Major Impact Subdivision: • Major Impact Commercial or Industrial space: • Major Mining operation: • Public Works review:* • Environmental Health Office review:* • Colorado Geologic Survey Review:* • Consulting engineer's review:* 	<ul style="list-style-type: none"> • \$4,000 • + Publication Fees for public hearing(s) notice(s), and: • \$65/lot • \$120/1,000 square feet of building space; \$305/acre when no structure is involved • \$305/surface-disturbed acres + \$305/1,000 square feet of building space • \$882 • \$110 • Base fees + per hour fee as necessary, assessed by that agency + per hour • Base fees + per hour fee as necessary, assessed by

Exhibit A

<p>PRELIMINARY PLAN: Payment to be made at time of submittal:</p> <ul style="list-style-type: none"> • Major Impact Subdivision: • Major Impact Commercial or Industrial space: • Major Mining operation: <p>Additional fees, as required for specific plans:</p> <ul style="list-style-type: none"> • Public Works review:* • Environmental Health Office review:* • Colorado Geologic Survey Review:* • Consulting engineer's review:* 	<ul style="list-style-type: none"> • \$5,400 • + Publication Fees for public hearing(s) notice(s) and: • \$120/lot • \$245/1,000 square feet of building space; \$400/acre when no structure is involved • \$420/surface-disturbed + \$305/1,000 square feet of building space • \$1,696 • \$305 • Base fees + per hour fee as necessary, assessed by that agency • Base fees + per hour fee as necessary
<p>FINAL PLANS: Payment to be made at time of submittal:</p> <ul style="list-style-type: none"> • Final plan that requires a Development Improvement agreement • Final plan that does not require a Development Improvement Agreement • If subdivision, plat recording 	<ul style="list-style-type: none"> • \$850 • \$500 • \$480 • Actual costs of plat recording
<p>Final plat, condominiums and townhomes:</p>	<ul style="list-style-type: none"> • \$120 + costs of plat recording (no additional application submittal fee)
<p>Minor amendments to previously approved Sketch or Preliminary plans, including time extensions. If found to be a significant amendment, the fee will be applied toward the applicable new Sketch or Preliminary Plan fee.</p>	<ul style="list-style-type: none"> • \$500
<p>Appeal of Staff Decision to Planning Commission:</p>	<ul style="list-style-type: none"> • \$500
OTHER RELATED GENERAL LAND USE FEES	
<p>Lot Cluster Agreement</p>	<ul style="list-style-type: none"> • \$1,018 costs of recording of agreement
<p>Long Term Camping Permit</p>	<ul style="list-style-type: none"> • \$300
<p>Street name change:</p>	<ul style="list-style-type: none"> • \$120 + actual costs of public hearing notice and replat recording
<p>Special Events Permit:</p>	<ul style="list-style-type: none"> • \$200
<p>Sign Permit</p>	<ul style="list-style-type: none"> • \$500
<p>Sign Waiver Application</p>	<ul style="list-style-type: none"> • \$1,018

**BOARD OF COUNTY COMMISSIONERS OF GUNNISON COUNTY
RESOLUTION NO. _____ SERIES 2022**

**A RESOLUTION ADOPTING AN AMENDED SCHEDULE OF FEES FOR THE COMMUNITY
DEVELOPMENT DEPARTMENT PERMIT APPLICATIONS**

WHEREAS, pursuant to the Gunnison County *Land Use Resolution*, the *International Building Code*, and the Gunnison County *Onsite Wastewater Treatment System Regulations*, the Board of County Commissioners is authorized to set and amend the Community Development Department's permit application fees in order to compensate the County for the cost of review and processing of permit applications; and

WHEREAS, and Community Development staff has provided the Board of County Commissioners a cost and revenue analysis in a report dated March 7, 2022 titled "Community Development Fees." The report includes analysis of the fees for land use change permits, building permits, and onsite wastewater treatment system permits; and

WHEREAS; Section 3-109: C. *Application and Review Fees* of the Gunnison County *Land Use Resolution* states: "In order to compensate the County for the cost of reviewing and processing applications for land use change permits, each applicant shall pay the fees, as shown in a schedule of fees charged for permits issued by the Community Development Department, adopted and amended from time to time by the Board. The fee schedule is designed to make the amount of the fee proportional to the amount of expense likely to be incurred by the County in reviewing and processing the application."

WHEREAS, the Gunnison County Board of Commissioners in Resolution No. 17-23 recorded in the office of the Gunnison County Clerk and Recorder did adopt the 2015 editions of the "International Building Code," the "International Residential Code," the "International Mechanical Code," the "International Fuel Gas Code," and the "International Energy Conservation Code," with amendments including adoption of Section R108.3 Building Permit Valuations in the "International Residential Code" which enables the adoption of a regional permit fee multiplier based on local cost of construction.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Gunnison County, Colorado, that:

1. The Community Development Department amended Fee Schedule for specific land use change permit applications is hereby adopted and attached as Exhibit A hereto.
2. The Community Development Department amended Fee Schedule for onsite wastewater treatment systems regulations is hereby adopted and attached as Exhibit B hereto.
3. All Community Development Department fees shall be reviewed at the end of every three years by Community Development Department staff to ensure that the costs of development are adequately compensated by the Fee Schedule.
4. A regional cost multiplier as allowed and described by the adopted International Residential Code is adopted. The regional cost multiplier for Gunnison County is 2.8.
5. The regional cost multiplier for building permit fees shall be reviewed at the end of every three years to ensure that it is accurate and reflects current construction market conditions.
6. The Community Development Department Fee Schedules for Land Use Change permit applications and onsite wastewater treatment permit applications shall be adjusted annually, based upon the for Denver-Aurora-Lakewood Consumer Price Index (CPI) as published by the U.S. Bureau of Labor Statistics or the cost of living allowance (COLA) increase

administered by Gunnison County for staff compensation. The fees shall be modified by either CPI or COLA, whichever is greater.

THIS RESOLUTION AND THE APPROVAL GRANTED HEREBY shall not be effective unless and until a copy is recorded in the Office of the Clerk and Recorder of Gunnison County.

INTRODUCED by Commissioner _____, seconded by Commissioner _____ and passed on this ___ day of _____, 2022.

BOARD OF COUNTY COMMISSIONERS

Jonathan Houck,
Chairperson

Roland Mason,
Commissioner

Elizabeth Smith,
Commissioner

ATTEST:

Gunnison County Clerk and Recorder