



BOARD OF SUPERVISORS AGENDA ITEM REPORT
AWARDS / CONTRACTS / GRANTS

Award Contract Grant

Requested Board Meeting Date: 07/16/2024

or Procurement Director Award:

* = Mandatory, information must be provided

***Contractor/Vendor Name/Grantor (DBA):**

City of South Tucson

***Project Title/Description:**

Intergovernmental Agreement between Pima County and The City of South Tucson for Street Naming and Addressing Services

***Purpose:**

Allows Pima County Development Services to provide street naming and addressing services to The City of South Tucson.

***Procurement Method:**

This IGA is a non-Procurement contract and not subject to Procurement rules.

***Program Goals/Predicted Outcomes:**

The City of South Tucson will utilize County staff to provide street naming and addressing services.

***Public Benefit:**

Maintain uniformity and eliminate inconsistencies related to the duplication of addresses and street names. Facilitate municipal functions and emergency response by maintaining addresses and street names in Pima County's GIS system.

***Metrics Available to Measure Performance:**

Pima County will monitor the number of address/street name requests and revenue collected.

***Retroactive:**

No

TO: COB, 7-3-2024 (1)
Vers.: 1
pgs.: 23

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THE APPLICABLE SECTION(S) BELOW MUST BE COMPLETED

Click or tap the boxes to enter text. If not applicable, indicate "N/A". Make sure to complete mandatory (*) fields

Contract / Award Information

Document Type: CTN Department Code: DSD Contract Number (i.e., 15-123): 24*0484
Commencement Date: 8/1/2024 Termination Date: 8/1/2029 Prior Contract Number (Synergen/CMS):
Expense Amount \$ Revenue Amount: \$ 5,000

*Funding Source(s) required: No cost

Funding from General Fund? Yes No If Yes \$ %
Contract is fully or partially funded with Federal Funds? Yes No
If Yes, is the Contract to a vendor or subrecipient?
Were insurance or indemnity clauses modified? Yes No
If Yes, attach Risk's approval.
Vendor is using a Social Security Number? Yes No
If Yes, attach the required form per Administrative Procedure 22-10.

Amendment / Revised Award Information

Document Type: Department Code: Contract Number (i.e., 15-123):
Amendment No.: AMS Version No.:
Commencement Date: New Termination Date:
Prior Contract No. (Synergen/CMS):
Expense Revenue Increase Decrease
Amount This Amendment: \$
Is there revenue included? Yes No If Yes \$
*Funding Source(s) required:
Funding from General Fund? Yes No If Yes \$ %

Grant/Amendment Information (for grants acceptance and awards)

Award Amendment

Document Type: Department Code: Grant Number (i.e., 15-123):
Commencement Date: Termination Date: Amendment Number:
Match Amount: \$ Revenue Amount: \$
*All Funding Source(s) required:
*Match funding from General Fund? Yes No If Yes \$ %
*Match funding from other sources? Yes No If Yes \$ %
*Funding Source:

*If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?

Contact: Thomas Drzazgowski

Department: Development Services

Telephone: 520-724-6675

Department Director Signature: Carla Blackwell

Digitally signed by Carla Blackwell
Date: 2024.06.06 12:31:14 -07'00'

Date:

Deputy County Administrator Signature:

[Handwritten Signature]

Date: 6-27-2024

County Administrator Signature:

Date: 6/29/2024



CITY OF SOUTH TUCSON RESOLUTION NO. 24-10

RESOLUTION NO. 24-10 OF THE COUNCIL OF THE CITY OF SOUTH TUCSON, ARIZONA, APPROVING THE FORM OF AND AUTHORIZING THE INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF SOUTH TUCSON AND PIMA COUNTY, ARIZONA, TO JOINTLY PROVIDE STREET NAMING AND ADDRESSING SERVICES.

WHEREAS, the City of South Tucson, Arizona, ("City") desires to enter into an Intergovernmental Agreement with Pima County, Arizona, ("County") to jointly provide street naming and addressing services with City limits. Providing these services jointly will maintain uniformity in street naming and numerical addressing, eliminate inconsistencies in and duplication of street names, and facilitate emergency vehicle response.

WHEREAS, the City and County may contract for services and enter into agreements with one another for joint or cooperative action pursuant to A.R.S. § 11-951, et seq.; and

WHEREAS, the Mayor and Council of the City of South Tucson have determined that acceptance of the Intergovernmental Agreement between the City and the County will benefit the residents of the City of South Tucson and is in the City's best interest.

THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of South Tucson, Arizona, as follows:

Section 1. The City of South Tucson, Arizona, is hereby authorized to enter into the Intergovernmental Agreement between the City of South Tucson and Pima County, Arizona. A copy of said Intergovernmental Agreement is attached hereto as Exhibit "A" and incorporated herein by this reference.

Section 2. The Mayor, City Manager, and City Attorney are authorized to perform all acts necessary for the purposes described in this Resolution on behalf of the City.

Section 3. The City staff is hereby authorized and directed to take all steps necessary to implement said Intergovernmental Agreement and give it effect.

PASSED and ADOPTED by the Mayor and Council of the City of South Tucson, Arizona, this 21st day of May 2024.

APPROVED/EXECUTED

[Signature of Paul Diaz]
Mayor Paul Diaz

ATTEST:

[Signature of Veronica B. Moreno]
City Clerk, Veronica B. Moreno

APPROVED AS TO FORM:

[Signature of Jon Paladini]
City Attorney, Jon Paladini

EXHIBIT "A"

Intergovernmental Agreement

[See following pages.]

**Intergovernmental Agreement
between
Pima County and The City of South Tucson
for
Street Naming and Addressing Services**

This Intergovernmental Agreement (IGA) is entered into by and between Pima County, a body politic and corporate of the State of Arizona ("County") and the City of South Tucson ("City"), a municipal corporation, pursuant to A.R.S. § 11-952.

Recitals

- A. County and City may contract for services and enter into agreements with one another for joint or cooperative action pursuant to A.R.S. § 11-951, et seq.
- B. Pima County is authorized by A.R.S. § 11-802 to plan and provide for the future growth and improvement of the County, and coordinate all improvements therewith. As part of that, Pima County, pursuant to Pima County Code (P.C.C.) § 18.83.040, established a uniform system for street names and address numbers.
- C. City is authorized by A.R.S. § 9-240 (B) (3) to exercise control over the streets of the City and to change the names thereof.
- D. County and City desire to establish the authority for the creation of addresses to property and improvements within the jurisdictional boundaries of the City.

NOW, THEREFORE, County and City, pursuant to the above, and in consideration of the matters and things hereinafter set forth, do mutually agree as follows:

Agreement

1. **Purpose.** The purpose of this IGA is for the County and City to jointly provide street naming and addressing services. Providing these services jointly will maintain uniformity in street naming and numerical addressing, eliminate inconsistencies in and duplication of street names, and facilitate emergency vehicle response.

2. **Appeal Procedures.** City shall have administrative jurisdiction to hear and decide appeals of addressing conflicts. The only matters that may be appealed are the County's interpretation and application of P.C.C. § 18.83.040.
 - a. City shall:
 - i. Designate an appeal hearing official or body;
 - ii. Establish an appeal process in its City Code; and
 - iii. Notify County of appeals decisions.
 - b. County shall abide by the decision of City's appeals process.
3. **Scope.** County shall review and assign street names and addresses for all parcels and development within the City limits.
4. **Street Names.** County shall review and approve all submitted street names, both public and private, for new or renamed street segments. County shall assign street names to all private roads or easements as may be necessary to facilitate proper addressing in unsubdivided areas and process the names for official adoption. County will transmit written responses to City within ten business days following receipt of complete review documents.
5. **City Processing of Street Name Changes.**
 - a. Requests for street name changes within the City of South Tucson shall be made to the City of South Tucson.
 - b. Street name changes shall be processed by the City in accordance with the City's Street Name Change procedures.
 - c. City staff shall forward all street name change requests to County for review and comment.
 - d. Street name changes shall be approved by the Mayor and City Council.
 - e. City shall notify County as to effective date of street name change within five working days. County shall process all approved changes and provide notice pursuant to their procedures to all affected parties.
6. **Addresses.** County shall assign addresses, in accordance with P.C.C. § 18.83, *Addressing Standards*, and County Policies, to all parcels and developments within the City limits upon submittal of proper documentation and materials.

- a. *Voluntary address changes.* County shall review, assign and process all voluntary requests for change of addresses.
- b. *Involuntary address changes and address corrections.* County shall review, assign and process address corrections and coordinate with City all involuntary address changes as may be required to facilitate proper assignment of new addresses. County shall notify City of address changes.
- c. *Non-conforming address changes.* City staff shall research, field verify and document existing non-conforming addresses and street names in residential and commercial projects at City's expense, and shall submit the information to County for new address assignment. County shall assign correct addresses for any non-conforming address when notified by City.

7. Address Records.

- a. County shall process and maintain, on scanned images, all assigned addresses of:
 - i. All lots in subdivision maps and plats recorded in the Office of the Pima County Recorder;
 - ii. All new approved development plans, tentative plats (when appropriate) and approved site plans involving multi-tenant and multi-building applications.
- b. County shall process and maintain, on scanned images, all changes of addresses for existing subdivided and commercial projects. (Exceptions: some old commercial projects may not have site plan availability.)
- c. County shall perform all activities necessary to update and maintain addresses on master mylar copies.
- d. County shall record and maintain all assigned addresses on any commercial development in existence prior to the effective date of the first intergovernmental agreement for street naming and addressing, subject to site plan availability indicating all buildings, tenant spaces and current numbering.

- 8. Street Alignments.** City shall transmit to County all proposed street realignment proposals at beginning of the initial review stages and all subsequent submittals. County shall review and comment on all proposed street alignments and

realignments. County will transmit written responses to City within ten business days of receipt of complete review documents. The City Council shall have final approval of street realignments within the City limits.

9. **Subdivision Plat and Development Plans.** County shall review all subdivision plat and development plan submittals for addressing requirements. County will transmit written responses to City within ten business days of receipt of complete review documents. County shall make the final determination on all addressing of subdivision plat and development plans subject to the appellate process of § 2.
10. **Recorded Map and Plat Copies to County.** City shall provide County photographic mylars of recorded maps and plats after recordation as source documents for addressing purposes.
11. **Final Approved Subdivisions, Development Plans and Street Names.** City shall transmit to County final approved subdivisions, development plans and street names.
12. **City Duty to Require Addressing.** City shall verify and use assigned addresses, as indicated on scanned images of assigned addresses provided by County, in approving City plats, development plans and other land use regulations and in issuing City permits. Those individuals not having an assigned address will be sent to County for assignment.
 - a. *Address for a Parcel or Commercial Development.* City shall require any applicant desiring an address for a parcel or commercial development to obtain from County the proper address for each site, structure or tenant improvement prior to building permit issuance.
 - b. *Tenant Improvement in Existing Commercial Development not on File with County.* In the event any applicant desires a new address for a tenant improvement within an existing commercial development which is not on file with County, City shall require the applicant to provide a sketch plan showing the building with all currently displayed addresses and the dimensional location of the requested tenant improvement. County shall assign new addresses for tenant improvements in existing commercial projects not on file after receipt of the sketch plan.
 - c. *Commercial Multi-building or Multi-tenant Projects.* City shall require any applicant requesting addresses for new commercial multi-building or multi-tenant projects to provide County with required map documents. City shall verify prior to release of building permits on any new

commercial multi-building or multi-tenant project that applicant has a Receipt of All Required Addressing Documents from County.

13. City Duty to Require Signage and Address Display.

- a. Street Signs. City shall expeditiously install or require the installation of street signs for all new and renamed streets on the effective date.
- b. Address Display. City shall field verify that all assigned addresses are permanently displayed and all street signage (when appropriate) are installed with correct spelling prior to occupancy permit issuance.

14. Meetings. County shall attend development review meetings as required by the City.

15. Payment for Services.

- a. The customer shall submit directly to the county for addressing services and assure said payment of fees for the subdivision plat review package or the development plan review package that is forwarded to County for review. The form of payment shall be by check only.
- b. For addressing services not associated with the issuance of building permits by County, the charges are posted on Pima.gov website.
- c. For addressing services associated with the issuance of building permits by County within the City limits, on behalf of City there will be no charge.
- d. For addressing services associated with changes in existing street names and associated addresses, changes in existing residential and commercial numbers including costs for each building file, and appeals for street name or address number changes, the charges shall be in accordance with the Development Services Fee Schedule, Table 1, Public Hearing, Review and Processing Fees. Said Fee Schedule is updated every fiscal year. Payment shall be collected at the time the services are rendered from the City resident requesting the changes.

16. Term. This IGA shall be effective on the date it is recorded with the Pima County Recorder following execution by both parties and shall continue for a period of five (5) years unless it is, prior to the expiration of such period, extended or terminated by agreement of the parties.

17. Termination.

- a. *Termination for Convenience.* Either Party may, at any time and without cause, cancel this Agreement by providing 30 days written notice to the other Party of intent to cancel.
 - b. *Termination for Cause.* If, in the judgment of either party to this Agreement, the other party does not perform in accordance with the conditions of this Agreement, or is otherwise in default of any provision of this Agreement, the party claiming nonperformance or default shall give written notice to the other party specifying the nature of the non-performance or default. If the non-performance or default is not corrected within 30 days after receipt of such written notice, or if the non-performing or defaulting party fails to diligently pursue remedies for corrections which require more than 30 days to complete, the party claiming non-performance or default may terminate this Agreement.
 - c. *Non-Appropriation.* Notwithstanding any other provision in this Agreement, this Agreement may be terminated if, for any reason, the Pima County Board of Supervisors or the City Council does not appropriate sufficient monies for the purpose of maintaining this Agreement.
 - d. *Obligations after Termination.* In the event of termination, the Parties shall have no further obligation other than for payment for services rendered prior to termination.
- 18. Books and Records.** Each Party shall keep and maintain proper and complete books, records and accounts and the same shall be open for inspection and audit by duly authorized representatives of the other Party at all reasonable times.
- 19. Disposal of Property.** Upon the termination of this IGA, all property involved shall revert back to the owner. Termination shall not relieve any party from liabilities or costs already incurred under this IGA, nor affect any ownership of property pursuant to this IGA.
- 20. Indemnification.** Each party (as Indemnitor) agrees to indemnify, defend and hold harmless the other party (as Indemnitee) from and against any and all claims, losses, liability, costs or expenses (including reasonable attorney's fees) (hereinafter collectively referred to as "claims") arising out of bodily injury of any person (including death) or property damage, but only to the extent that such claims which result in vicarious/derivative liability to the Indemnitee, are caused by the act, omission, negligence, misconduct, or other fault of the Indemnitor, its officers, officials, agents, employees, or volunteers.

- 21. Compliance with Laws.** The parties shall comply with all federal, state and local laws, rules, regulations, standards and Executive Orders, without limitation to those designated within this IGA. The laws and regulations of the State of Arizona shall govern the rights of the parties, the performance of this IGA and any disputes hereunder. Any action relating to this IGA shall be brought in an Arizona court in Pima County.
- 22. Non-Discrimination.** The parties shall not discriminate against any County employee, client or any other individual in any way because of that person's age, race, creed, color, religion, sex, disability or national origin in the course of carrying out their duties pursuant to this IGA. The parties shall comply with the provisions of Executive Order 75-5, as amended by Executive Order 99-4, which is incorporated into this IGA by reference, as if set forth in full herein.
- 23. ADA.** The parties shall comply with all applicable provisions of the Americans with Disabilities Act (Public Law 101-336, 42 U.S.C. 12101-12213) and all applicable federal regulations under the Act, including 28 CFR Parts 35 and 36.
- 24. Severability.** If any provision of this IGA, or any application thereof to the parties or any person or circumstances, is held invalid, such invalidity shall not affect other provisions or applications of this IGA which can be given effect, without the invalid provision or application and to this end the provisions of this IGA are declared to be severable.
- 25. Conflict of Interest.** This contract is subject to cancellation for conflict of interest pursuant to A.R.S. § 38-511, the pertinent provisions of which are incorporated herein by reference.
- 26. Legal Authority.** Neither party warrants to the other its legal authority to enter into this IGA. If a court, at the request of a third person, should declare that either party lacks authority to enter into this IGA, or any part of it, then the IGA, or parts of it affected by such order, shall be null and void, and no recovery may be had by either party against the other for lack of performance or otherwise.
- 27. Worker's Compensation.** Each party shall comply with the notice of A.R.S. § 23-1022(E). For purposes of A.R.S. § 23-1022, each party shall be considered the primary employer of all personnel currently or hereafter employed by that party, irrespective of the operations of protocol in place, and said party shall have the sole responsibility for the payment of Worker's Compensation benefits or other fringe benefits of said employees.
- 28. No Joint Venture.** It is not intended by this IGA to, and nothing contained in this IGA shall be construed to, create any partnership, joint venture or employment relationship between the parties or create any employer-employee relationship between County and any City employees, or between City and any County

employees. Neither party shall be liable for any debts, accounts, obligations or other liabilities whatsoever of the other, including (without limitation) the other party's obligation to withhold Social Security and income taxes for itself or any of its employees.

29. No Third Party Beneficiaries. Nothing in the provisions of this IGA is intended to create duties or obligations to or rights in third parties not parties to this IGA or affect the legal liability of either party to the IGA by imposing any standard of care with respect to the maintenance of public facilities different from the standard of care imposed by law.

30. Counterparts. This IGA may be executed in two counterparts and by each party on a separate counterpart, each of which when so executed and delivered shall be an original, but both of which together shall constitute one instrument.

31. Notice. Any notice required or permitted to be given under this IGA shall be in writing and shall be served by delivery or by certified mail upon the other party as follows (or at such other address as may be identified by a party in writing to the other party) :

County:	City:
<p>Director, Development Services 201 N. Stone, 1st Floor Tucson, Arizona 85701</p> <p><i>With copies to:</i></p> <p>County Administrator 115 N Church 2nd Floor Tucson, Arizona 85701</p> <p>Clerk of the Board 130 West Congress, 5th Floor Tucson, Arizona 85701</p>	<p>Director, Planning & Zoning 1601 S 6th Avenue South Tucson, AZ 85713</p> <p><i>With copies to:</i></p> <p>City Clerk 1601 S 6th Avenue South Tucson, AZ 85713</p>

32. Entire Agreement. This document constitutes the entire Agreement between the parties pertaining to the subject matter hereof, and all prior or contemporaneous agreements and understandings, oral or written, are hereby superseded and merged herein. This IGA shall not be modified, amended, altered or extended except through a written amendment signed by the parties and recorded with the Pima County Recorder, or Arizona Secretary of State, whichever is appropriate.

In Witness Whereof, County has caused this Intergovernmental Agreement to be executed by the Chairman of its Board of Supervisors, upon resolution of the Board and attested to by the Clerk of the Board, and City has caused this Intergovernmental Agreement to be executed by the Mayor upon resolution of the City Council and attested to by the City Clerk.

PIMA COUNTY:

CITY OF SOUTH TUCSON:

Chairman
Board of Supervisors



Mayor

ATTEST:

ATTEST:

Clerk of the Board



City Clerk

Intergovernmental Agreement Determination

The foregoing Intergovernmental Agreement between Pima County and the City of South Tucson has been reviewed pursuant to A.R.S. § 11-952 by the undersigned, who have determined that it is in proper form and is within the powers and authority granted under the laws of the State of Arizona to those parties to the Intergovernmental Agreement represented by the undersigned.

PIMA COUNTY:

CITY OF SOUTH TUCSON



Deputy County Attorney



City Attorney

In Witness Whereof, County has caused this Intergovernmental Agreement to be executed by the Chairman of its Board of Supervisors, upon resolution of the Board and attested to by the Clerk of the Board, and City has caused this Intergovernmental Agreement to be executed by the Mayor upon resolution of the City Council and attested to by the City Clerk.

PIMA COUNTY:

CITY OF SOUTH TUCSON:

Chairman
Board of Supervisors



Mayor

ATTEST:

ATTEST:



Clerk of the Board



City Clerk

Intergovernmental Agreement Determination

The foregoing Intergovernmental Agreement between Pima County and the City of South Tucson has been reviewed pursuant to A.R.S. § 11-952 by the undersigned, who have determined that it is in proper form and is within the powers and authority granted under the laws of the State of Arizona to those parties to the Intergovernmental Agreement represented by the undersigned.

PIMA COUNTY:

CITY OF SOUTH TUCSON

Deputy County Attorney



City Attorney



DEVELOPMENT SERVICES DEPARTMENT FEES
Effective July 1, 2023

TABLE 1 – PUBLIC HEARING, REVIEW & PROCESSING FEES

<u>Notice of Public Hearings</u>	
1. Each advertised public hearing	\$733
2. Each unadvertised public hearing with notice to property owners	\$282
<u>Comprehensive Plan Amendment (fees include public hearings and cultural resources)</u>	
3. Five (5) acres or less	\$2,860
a. per acre fee for each acre over five (5 acres)	\$128
b. Maximum fee not to exceed	\$16,357
<u>Combination Comprehensive Plan Amendment and Rezoning (fees include public hearings and cultural resources)</u>	
4. Combination comprehensive plan amendment and rezoning filing fee	\$3,321
<u>Site Analysis Rezoning Fees (fees include public hearings, site analysis and cultural resources)</u>	
5. Rezoning Fee – Five (5) acres or less	
a. Rural Designations	\$4,331
b. Residential or Overlay Designations	\$5,430
1. per acre fee for each acre over five (5) acres	\$219
c. Business or Industrial Designations	\$5,795
1. per acre fee for each acre over five (5) acres	\$364
d. Maximum fee not to exceed	\$26,087
<u>Non-Site Analysis Rezoning Fees (fees include public hearings and cultural resources)</u>	
6. Rezoning Fee – Five (5) acres or less	
a. Rural Designations	\$2,684
b. Residential or Overlay Designations	\$3,782
1. per acre fee for each acre over five (5) acres	\$219
c. Business or Industrial Designations	\$4,147
1. per acre fee for each acre over five (5) acres	\$364
d. Maximum fee not to exceed	\$26,087
<u>Other Rezoning Actions (public hearing fees assessed in addition to the following)</u>	
7. Zoning plan application with subdivision plat	\$1,098
8. Zoning plan application with request for plat waiver	See rezoning fees
9. Historic zoning application (Chapter 18.63)	\$1,098
<u>Rezoning Time Extension Fees (public hearing fees assessed in addition to the following)</u>	
10. Fee amount or 75% of the applicable rezoning fee as required by this schedule, whichever is greater	\$1,409
<u>Modification or Waiver of Rezoning Conditions (public hearing fees assessed in addition to the following)</u>	
11. Each condition or condition subsection for rural, residential, or overlay designations that are five (5) acres or less	\$364
12. Each condition or condition subsection for rural, residential, or overlay designations greater than five (5) acres; specific plan, business; or industrial designations	\$1,098



DEVELOPMENT SERVICES DEPARTMENT FEES
Effective July 1, 2023

<u>Specific Plans</u> <i>(fees include public hearings, site analysis and cultural resources)</i>	
13. Base fee for development area	\$9,630
14. Per acre fee each acre of development	\$147
15. Base fee for natural open space area	\$1,276
16. Per acre fee for each acre of natural open space	\$49
17. Maximum fee (excluding public hearings) not to exceed	\$45,785
18. General amendment of an adopted specific plan (percent applicable fees in this subsection) 25%	
<u>Amendment Language of Zoning Ordinance Text</u>	
19. Amendment language of zoning ordinance text	\$1,830
<u>Special Board of Supervisors' Actions</u> <i>(public hearing fees assessed in addition to the following)</i>	
20. All Special Actions	\$733
<i>(Including, but not limited to: lot split requests when not part of a rezoning or specific plan, HDZ variance or special use permit, BOZO exception, billboard use permit and other special actions that are heard before the Board of Supervisors not specifically listed)</i>	
<u>Major Streets & Scenic Routes Plan Amendments</u> <i>(public hearing fees assessed in addition to the following)</i>	
21. Major streets & scenic routes plan amendment	\$1,406
<u>Continuances or changes of advertised application</u>	
22. For each continuance or change of advertised application at applicants' request	\$365
<u>Design Review Committee Submittals</u>	
23. Cluster design submittal	\$1,648
24. HDZ exception	\$733
25. All other	\$423
<u>Use Permits Requiring Conditional Use Procedures</u> <i>(fees include public hearings)</i>	
26. Type I Conditional Use	\$874
27. Type II Conditional Use	\$1,607
28. Type III Conditional Use	\$2,058
<u>Board of Adjustment Filing</u> <i>(standard fee includes public hearing)</i>	
29. MSR	\$254
30. Standard Fee	\$987
<u>Interpretation, Appeals and Verification/Use Permits</u>	
31. Appeals, verifications, /use permit certification – written certification and requests for interpretation or appeals by Planning Official, Building Official, Addressing Official, Chief Zoning Inspector or Director	\$86



DEVELOPMENT SERVICES DEPARTMENT FEES
Effective July 1, 2023

TABLE 2A—SUBDIVISION & DEVELOPMENT REVIEW FEES

Tentative Subdivision Plat

1. Initial Submittal (includes 3rd submittal)
 - a. Base Fee \$686
 - b. Plus Per Lot Fee (or Per Unit Fee if condominium)(or Per Block Fee if block plat) \$69
 - c. Per Acre Fee if zoning is TR, CB-1, CB-2, RVC, MU, CI-1, CI-2, CI-3 or CPI\$137
2. 4th & Subsequent Submittals (percent of Initial Submittal fee)..... 15%

Final Subdivision Plat

3. Initial Submittal (includes 3rd submittal)
 - a. Base Fee \$686
 - b. Per Lot Fee (or Per Unit Fee if condominium)(or Per Block Fee if block plat) . \$69
4. 4th & Subsequent Submittals (percent of Initial Submittal fee)..... 15%

Development Concept Plan

5. Initial Submittal (includes 3rd submittal)
 - a. Base Fee \$686
 - b. Per Square Foot of Floor Area Fee (up to a max of 60,000 square feet) \$0.19
6. 4th & Subsequent Submittals (percent of Initial Submittal fee)..... 15%
7. Hourly Plan Review Fee for projects where square footage is not applicable \$81

Landscape Plan/Native Plant Preservation Plan (Stand Alone Submittals only)

8. Initial Submittal (includes 3rd submittal)
 - a. Flat Fee \$557
9. 4th & Subsequent Submittals (percent of Initial Submittal fee)..... 15%

Site Construction Plan (One Engineering Discipline) (Disciplines include grading, paving, sewer, drainage)

10. Initial Submittal (includes 3rd Submittal)
 - a. Base Fee \$171
 - b. Per Sheet Fee (includes all sheets) \$120
11. 4th & Subsequent Submittals (percent of Initial Submittal fee)..... 15%
12. Type II Grading Permit Fee (500 cubic yards or less)
 - a. Base fee \$39
 - b. Plus Per Cubic Yard \$0.27
13. Type II Grading Permit Fee (greater than 500 cubic yards)
 - a. Base fee \$172
 - b. Plus Per Cubic Yard \$0.07



DEVELOPMENT SERVICES DEPARTMENT FEES
Effective July 1, 2023

Site Construction Plan (Two or more Disciplines) (Disciplines include grading, paving, sewer, drainage)

- 14. Initial Submittal (includes 3rd Submittal)
 - a. Base Fee \$171
 - b. Per Sheet Fee (includes all sheets)..... \$150
- 15. 4th & Subsequent Submittals (percent of Initial Submittal fee)..... 15%

Technical Reports/Documents (Stand Alone Submittals only)

- 16. Report/Document..... \$300

Modification of Subdivision Street Standards

- 17. Modification Request Submittal Fee (per each modification) \$423

Assurances

- 18. Substitute Assurances \$269

Time Extensions

- 19. One Year Time Extension - Development Plan, Tentative Plat, Landscape Plan, Native Plant Preservation Plan, Improvement Plan and Type II Grading Permit (percent of Initial Submittal fee for each extended plan)..... 25%

TABLE 2B— PUBLIC SEWER REVIEW FEES INCORPORATED

Tentative Subdivision Plat/Preliminary Sewer Layout

- 20. Initial Submittal (includes 3rd Submittal)
 - a. Flat Fee..... \$475
- 21. 4th & Subsequent Submittals (percent of Initial Submittal fee)..... 15%

Final Subdivision Plan

- 22. Initial Submittal (includes 3rd Submittal)
 - a. Flat Fee..... \$238
- 23. 4th & Subsequent Submittals (percent of Initial Submittal fee)..... 15%

Public Sewer Plan

- 24. Initial Submittal (includes 3rd Submittal)
 - a. Base Fee..... \$171
 - b. Per Sheet Fee..... \$120
- 25. 4th & Subsequent Submittals (percent of Initial Submittal fee)..... 15%

TABLE 2C — SUBDIVISION AND PRIVATE DEVELOPMENT INSPECTION FEES

Public Infrastructure Improvements and Installation

- 26. Work includes but not limited to curb, sidewalk, stormdrain, pavement, signing, grading
 - a. Construction cost estimate base off of fair market value..... 4.28%



DEVELOPMENT SERVICES DEPARTMENT FEES
Effective July 1, 2023

TABLE 2D — ENVIRONMENTAL QUALITY REVIEW FEES

All Environmental Quality fees listed below are assessed pursuant to Pima County Code Title 7.03.125: Water and wastewater fees. Fees are listed here to reflect the fee distribution attributed to plan review, program administration and inspection.

<u>Onsite Septic Systems less than 3000 gpd</u>	\$448
a. Septic tank/conventional on-site disposal.....	
(\$210 covers Development Services plan review & \$238 covers PDEQ program admin)	
<u>All water line extensions</u>	\$500
(\$300 covers Development Services plan review & \$200 PDEQ program admin)	
<u>Sewer with Manholes Serving: Construction Authorization/Discharge Authorization</u>	
a. 50 or fewer connections	\$500
(\$300 covers plan review & \$200 covers admin and inspection)	
b. 51 to 300 connections	\$1,000
(\$600 covers plan review & \$400 covers admin and inspection)	



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TABLE 3—BUILDING AND ZONING PERMITS

General Items

1. Base fee for all permits requiring an inspection (includes records maintenance, payment account charges, inspection and permit issuance)..... \$81
2. Base fee for all permits not requiring an inspection (includes records maintenance, payment account charges and permit issuance) \$45
3. Inspections outside of normal business hours (minimum charge: two hours) per hour..... \$81
4. Re-inspection fee \$81
5. Additional plan review (minimum charge: one hour) per hour \$81
6. Special investigation fee (wind/fire/structural damage, etc.) \$81
7. Registered plant annual permit (1-1,000,000 sq ft) \$803
8. Registered plant annual permit (greater than 1,000,000 sq ft) \$1,607
9. Certificates of Occupancy \$81
10. Minimum permit renewal/extension fee \$159
11. 180 Day temporary manufactured home extension \$254
12. Work commenced prior to building permit issuance shall be subject to an additional 25% of the permit fee.

Buildings/Structures

13. Buildings: Fees for buildings (to include zoning) shall be determined by applying the most recent square foot construction costs table, published by the International Code Council multiplied by:
 - a. 1.490% for the first 1000 square feet
 - b. 0.800% for square feet greater than 1000 (See table in appendix at end of this document)
14. Shell buildings shall be assessed 80% of the Buildings fee (item 13).
15. Tenant Improvements or remodels shall be assessed 40% of the Buildings fee (item 13).
16. Model Buildings: Fees for model plans shall be 20% of the Buildings fee (item 13)
17. Sites off models shall be assessed 80% of the Buildings fee (item 13).
18. Conversion of approved model from other jurisdiction to County shall be assessed 5% of the Buildings fee (item 13).
19. Manufactured buildings/recreational vehicles (with utility connections) \$32

Other Work

20. Permanent Signs (per square feet)..... \$3.83
21. Temporary signs (per square feet) \$1.71
22. Walls/fences (per lineal feet) \$0.29
23. Minor electrical work (service upgrade, electrical reconnect, addition of up to five circuits, residential photovoltaic installations, etc.)..... \$32
24. Moderate electrical work (re-wiring of single family dwelling or equivalent)..... \$289
25. Major electrical work (re-wiring of commercial/industrial facility or equivalent) \$1,444
26. Minor mechanical/plumbing work (water heater, residential air conditioner unit, gas/water/drain line replacement or equivalent)..... \$32
27. Moderate mechanical/plumbing work (multiple mechanical units/ducts, commercial hoods, cooling towers, re-piping of single family dwelling or equivalent) \$231
28. Major mechanical/plumbing work (large-scale mechanical/plumbing installations in commercial/industrial facility or equivalent) \$1,155



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- 29. Other minor structures (small water tanks, residential antennas, flagpoles, portable spas, etc) \$131
- 30. Other major structures (cell towers, commercial antennas, large water/fuel tanks, etc.) \$524
- 31. Native plant preservation review for single lots \$97
- 32. Type I grading permit \$77
- 33. Type I grading permit with HDZ \$274

Zoning Use Permits

- 34. Zoning Use Permit with Notice \$254
- 35. Zoning Use Permit without Notice \$85



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TABLE 4—ADDRESSING FEES

General Items

- 1. Hourly fee for all Addressing requests not defined in Table 4 (one hour minimum) \$81

Single lot items

- 2. New address assignment (per numbered address or unit identifier) \$81
- 3. Address change \$121

Street Naming

- 4. New Street name assignment) \$492
- 5. Change Street name assignment \$738

Subdivision Plats & Development Plans Other Jurisdictions Only

- 6. Initial Submittal (includes 2nd submittal)
 - a. Base Fee \$147
 - b. Per Sheet Fee \$25

Minor Land Division

- 7. Lot Splits (per lot fee) \$171



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PDEQ fees adopted pursuant to Pima County Code Title 7.03.125

<u>Onsite Septic Systems less than 3000 gpd</u>	
b. Septic tank/conventional on-site disposal.....	\$270
(\$162 covers Development Services plan review & \$108 covers PDEQ program admin)	
<u>All water line extensions</u>	\$500
(\$300 covers Development Services plan review & \$200 PDEQ program admin)	
<u>Sewer with Manholes Serving: Construction Authorization/Discharge Authorization</u>	
c. 50 or fewer connections	\$500
(\$300 covers plan review & \$200 covers admin and inspection)	
d. 51 to 300 connections.....	\$1,000
(\$600 covers plan review & \$400 covers admin and inspection)	



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Appendix B: Table 3 Square Foot Construction Costs

Group (2021 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	309.06	298.66	291.64	280.58	263.98	255.82	272.02	244.80	237.02
A-1 Assembly, theaters, without stage	282.85	272.45	265.42	254.37	237.77	229.61	245.81	218.59	210.80
A-2 Assembly, nightclubs	237.31	230.23	224.56	215.36	202.99	197.40	207.69	183.68	177.40
A-2 Assembly, restaurants, bars, banquet halls	236.31	229.23	222.56	214.36	200.99	196.40	206.69	181.68	176.40
A-3 Assembly, churches	286.90	276.49	269.47	258.42	242.23	234.07	249.86	223.05	215.26
A-3 Assembly, general, community halls, libraries, museums	244.77	234.37	226.34	216.29	198.94	191.79	207.73	179.77	172.98
A-4 Assembly, arenas	281.85	271.45	263.42	253.37	235.77	228.61	244.81	216.59	209.80
B Business	240.90	232.07	223.51	214.08	194.91	187.36	205.68	172.02	164.34
E Educational	257.70	248.89	242.35	231.90	216.47	205.54	223.92	189.21	183.31
F-1 Factory and industrial, moderate hazard	144.93	138.11	130.39	125.40	112.49	107.10	120.02	92.69	86.88
F-2 Factory and industrial, low hazard	143.93	137.11	130.39	124.40	112.49	106.10	119.02	92.69	85.88
H-1 High Hazard, explosives	135.29	128.47	121.75	115.76	104.14	97.75	110.39	84.34	N.P.
H234 High Hazard	135.29	128.47	121.75	115.76	104.14	97.75	110.39	84.34	77.53
H-5 HPM	240.90	232.07	223.51	214.08	194.91	187.36	205.68	172.02	164.34
I-1 Institutional, supervised environment	244.45	236.08	229.06	219.82	202.16	196.58	220.10	181.25	175.81
I-2 Institutional, hospitals	401.22	392.40	383.83	374.40	354.29	N.P.	366.00	331.40	N.P.
I-2 Institutional, nursing homes	279.15	270.32	261.76	252.33	234.64	N.P.	243.93	211.75	N.P.
I-3 Institutional, restrained	273.40	264.57	256.00	246.57	229.13	220.58	238.17	206.24	196.56
I-4 Institutional, day care facilities	244.45	236.08	229.06	219.82	202.16	196.58	220.10	181.25	175.81
M Mercantile	177.02	169.94	163.27	155.07	142.48	137.88	147.40	123.17	117.89
R-1 Residential, hotels	246.94	238.56	231.54	222.30	204.35	198.77	222.58	183.44	178.00
R-2 Residential, multiple family	206.81	198.43	191.41	182.17	165.41	159.83	182.46	144.50	139.06
R-3 Residential, one- and two-family ^d	192.58	187.37	182.53	178.04	172.85	166.59	175.01	160.35	150.87
R-4 Residential, care/assisted living facilities	244.45	236.08	229.06	219.82	202.16	196.58	220.10	181.25	175.81
S-1 Storage, moderate hazard	134.29	127.47	119.75	114.76	102.14	96.75	109.39	82.34	76.53
S-2 Storage, low hazard	133.29	126.47	119.75	113.76	102.14	95.75	108.39	82.34	75.53
U Utility, miscellaneous	104.98	99.04	93.31	89.21	80.44	74.45	85.33	63.42	60.43