



BOARD OF SUPERVISORS AGENDA ITEM REPORT

Requested Board Meeting Date: 9/6/2022

*= Mandatory, information must be provided

Click or tap the boxes to enter text. If not applicable, indicate "N/A".

***Title:**

P22TA00005 REGIONAL WASTEWATER RECLAMATION DEPARTMENT FEE ORDINANCE REVISION

***Introduction/Background:**

Development Services Department (DSD) performs reviews and inspections on behalf of Regional Wastewater Reclamation Department (RWRD). The fee ordinance revisions are being presented to allow DSD to directly collect fees for review services rendered in other jurisdictions and align wastewater review fees with DSD sewer review fees for all jurisdictions. As the regional provider for sewer, only RWRD has the authority to set fees in other jurisdictions, thereby requiring a separate ordinance.

***Discussion:**

The RWRD ordinance aligns fees charged in other jurisdictions with the plan review fees in the DSD schedule charged to the unincorporated areas of Pima County. This simplifies fees for the customers.

***Conclusion:**

The fee ordinance changes are needed to align fees across all jurisdictions and to facilitate the direct collection of fees by DSD at time of review and permitting rather than rely on agreements with RWRD for cost reimbursements.

***Recommendation:**

The Planning and Zoning Commission and staff recommend APPROVAL to repeal and adopt an Ordinance of the Regional Wastewater Reclamation District fee schedule for permits, inspections and related services.

***Fiscal Impact:**

Neutral

***Board of Supervisor District:**

1 2 3 4 5 All

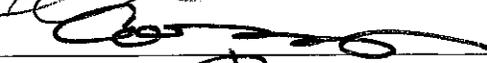
Department: Development Services

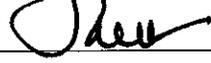
Telephone: 520-724-8800

Contact: Joseph Godoy, Deputy Director

Telephone: 520-724-6756

Department Director Signature:  Date: 8/15/22

Deputy County Administrator Signature:  Date: 8/16/2022

County Administrator Signature:  Date: 8/16/2022



TO: Honorable Board of Supervisors

FROM: Chris Poirier, Deputy Director *Tom Drzazgowski*
Public Works-Development Services Department-Planning Division

DATE: August 16, 2022

SUBJECT: P22TA00005 REGIONAL WASTEWATER RECLAMATION DEPARTMENT FEE ORDINANCE REVISION

The above referenced Non-Code Text Amendment is within all county supervisor districts and is scheduled for the Board of Supervisors' **TUESDAY, September 6, 2022** hearing.

REQUEST: Proposal to request an ordinance relating to sanitary sewer connections, construction and customer service; to adopt, and repeal fees for plan reviews and restate a fee schedule for permits, inspections, and related services provided by the Regional Wastewater Reclamation Department under Chapter 13.20 of the Pima County Code.

AGENT: Pima County Development Services Department

DISTRICTS: All

STAFF CONTACT: Joseph Godoy, Deputy Director

PUBLIC COMMENT TO DATE: As of August 16, 2022, one written comment in support has been received.

PLANNING & ZONING COMMISSION RECOMMENDATION: **APPROVAL 6 - 0**
(Commissioners Hanna, Membrilla, Matter and Cook were absent)

STAFF RECOMMENDATION: **APPROVAL**

TD/CB
Attachments



BOARD OF SUPERVISORS MEMORANDUM

SUBJECT: P22TA00005

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FOR SEPTEMBER 6, 2022 MEETING OF THE BOARD OF SUPERVISORS

TO: HONORABLE BOARD OF SUPERVISORS

FROM: Chris Poirier, Deputy Director *Tom Drzazgowski*
Public Works-Development Services Department-Planning Division

DATE: August 16, 2022

ADVERTISED ITEM FOR PUBLIC HEARING

NON-CODE TEXT AMENDMENT

P22TA00005 REGIONAL WASTEWATER RECLAMATION DEPARTMENT FEE ORDINANCE REVISION

Pima County Regional Wastewater Reclamation Department requests an **ordinance** of the Board of Supervisors of Pima County, Arizona, relating to sanitary sewer connections, construction and customer service; to adopt, and repeal fees for plan reviews and restate a fee schedule for permits, inspections, and related services provided by the Regional Wastewater Reclamation Department under Chapter 13.20 of the Pima County Code. The Planning and Zoning Commission recommended **APPROVAL 6 – 0** (Commissioners Hanna, Membrila, Matter and Cook were absent). Staff recommends **APPROVAL**.
(All Districts)

Planning and Zoning Commission Public Hearing Summary (July 6, 2022)

The public hearing was held virtually and staff presented via Teams.

Staff presented information from the staff report to the commission with a recommendation of approval.

The commission had no questions.

The hearing was opened to the public. There were no speakers. The public hearing was closed.

Commissioner Truitt made a motion to recommend **APPROVAL**, Commissioner Becker gave second.

The commission voted to recommend **APPROVAL 6 - 0** (Commissioners Hanna, Membrila, Matter and Cook were absent).

TD/CB
Attachment

the inspection of sewer or water lines. The incorporation of an inspection unit within Development Services will better serve the customers especially at time of release of assurances where documentation of constructed improvements allows Pima County to approve lots for sale to homebuyers.

The proposed fee is calculated at 4.5% of construction costs and is paid at time of site construction permitting. This fee is 1% lower than the 5.5% charged by DOT in its Construction Inspection Fee schedule and replaces this fee for private development and subdivisions. Personnel will be on site to observe the construction throughout development. By adopting this fee into the Development Services fee schedule, it will allow DSD to obtain reimbursement for its inspection services and adequately will cover our inspection expenses.

The RWRD ordinance is being amended to establish a fee schedule for reviews in other jurisdictions. Presently DSD conducts reviews for sewer improvement plans and subdivisions for all jurisdictions but only has the authority to charge fees for the unincorporated area. RWRD is adjusting its fee schedule to align fees with the DSD review fees. The fees collected will be allocated to DSD in the permit system. The new fees charge a base fee for subdivision plats rather than a per page charge and simplifies the sewer improvement plan fee to align with the DSD fee. Overall there is a neutral fee impact to the customers.

Departmental and Stakeholder Review and Comment

Pima County Development Services has sent the draft fee revision to county departments and other local development stakeholder groups for review and comment. Stakeholder meetings and presentations for this fee revision were held on the following dates:

March 28th a small stakeholder group organized by Southern Arizona Homebuilders Association (SAHBA)

May 17th a presentation to the SAHBA Technical Committee.

Staff did not receive any questions or proposed changes.

SAHBA, and Metropolitan Pima Alliance (MPA) have been contacted and engaged throughout the public outreach process. The membership of these two stakeholder agencies comprehensively account for the stakeholders in the private development industry such as engineers, architects, construction firms, utility companies and developers.

Public Comment

The proposed fee ordinance changes have been posted on the Pima County website for proposed Pima County Taxes and Fees since May 2, 2022. No comment has been received from that posting.

As of submittal of this fee ordinance revision for the Planning & Zoning Commission public hearing, staff has not received other public comment.

Respectfully Submitted,

Joseph Godoy
Development Services Deputy Director

ORDINANCE 2022- _____

AN ORDINANCE OF THE BOARD OF SUPERVISORS OF PIMA COUNTY, ARIZONA, RELATING TO SANITARY SEWER CONNECTIONS, CONSTRUCTION, AND CUSTOMER SERVICE; TO ADOPT, AND REPEAL, FEES FOR PLAN REVIEWS AND RESTATE A FEE SCHEDULE FOR PERMITS, INSPECTIONS, AND RELATED SERVICES PROVIDED BY THE REGIONAL WASTEWATER RECLAMATION DEPARTMENT UNDER CHAPTER 13.20 OF THE PIMA COUNTY CODE.

The Board of Supervisors of Pima County, Arizona finds that:

1. Ordinance 2019-21 established a fee schedule for permits, inspections, and related services delivered under Chapter 13.20 of the Pima County Code.
2. This Ordinance is intended to repeal fees for Plan Review Submittals adopted by Ordinance 2019-21, add Public Sewer Improvement Plan Review Fees for incorporated areas of Pima County and areas located in Tribal lands, and restate the remaining portion of the fee schedule adopted by Ordinance 2019-21.
3. Pima County has the authority to adopt this ordinance under A.R.S. § 11-251.05, 11-264, and Pima County Code Chapter 13.20.

IT IS ORDAINED BY THE BOARD OF SUPERVISORS OF PIMA COUNTY, ARIZONA:

SECTION 1: Fees for customer service, permits, inspections, and related services provided by the Regional Wastewater Reclamation Department under A.R.S §11-264 and Chapter 13.20 of the Pima County Code are repealed, restated, and adopted as shown in Exhibit A, attached to this Ordinance and incorporated by this reference. The fee listed in Exhibit A to this ordinance under the heading “Public Sewer Improvement Plan Review Fees for Incorporated Jurisdictions & Tribal Lands” for “Public Sewer Improvement Plan” shall not exceed and shall be equal to the fee charged by Development Services under Ordinance 2020-33 for a Site Construction Plan (One Engineering Discipline), as determined by application of Ordinance 2020-33 and listed in Exhibit A, Table 2, items 10 and 11.

SECTION 2. This Ordinance is effective for submittals or requests received 30 days after adoption.

PASSED AND ADOPTED by the Board of Supervisors, Pima County, Arizona, this
_____ day of _____, 2022.

Chair, Board of Supervisors

ATTEST:

Clerk of the Board

APPROVED AS TO FORM:



Deputy County Attorney
Lesley M. Lukach

Exhibit A

Customer Service Fees – See §13.20.150, §13.20.250, §13.20.300, §13.20.350, and §13.20.400

Service Name	Service Fee
Plan Review Submittals	
Base Fee, First Review Only	\$166 per submittal
First and Second Reviews	\$50 per sheet
Third and Subsequent Reviews	\$39 per sheet
Public Sewer Improvement Plan Review Fees for Incorporated Jurisdictions & Tribal Lands	
<u>Tentative Subdivision Plat/Preliminary Sewer Layout</u>	
<u>Initial Submittal (includes 3rd submittal) - Flat Fee</u>	<u>\$500</u>
<u>4th submittal & Subsequent Submittals (percent of Initial Submittal Fee)</u>	<u>15%</u>
<u>Final Subdivision Plat</u>	
<u>Initial Submittal (includes 3rd submittal) - Flat Fee</u>	<u>\$250</u>
<u>4th submittal & Subsequent Submittals (percent of Initial Submittal Fee)</u>	<u>15%</u>
<u>Public Sewer Improvement Plan</u>	
<u>Initial Submittal (includes 3rd submittal) - Base Fee</u>	<u>\$190</u>
<u>Per Sheet Fee (includes all sheets)</u>	<u>\$133</u>
<u>4th & Subsequent Submittals (percent of Initial Submittal fee)</u>	<u>15%</u>
Temporary Connection	
	\$25 per 24-hour day
Plus:	
To a Manhole or Cleanout; or	\$100
To a Private Building with an Existing Connection	\$50
Wastewater Utility Fee Payment Plan	
Base Fee	\$173
Wastewater Utility Fee Refund	
Base Fee	\$125

Construction Permit Fees – See §13.20.500

Permit Name	Permit Fee
System Improvement Construction Permit	
Base Fee	\$25
Construction Inspection	2.5% of Bid Cost
Base Fee for Resubmittal of Expired System Improvement Construction Permit	1.0% of Bid Cost

Exhibit A

Small Activity Construction Permit	
Sewer Lateral Tap into SCS 12-inches or less	\$100
Base Fee for Resubmittal of Expired Permit	\$50
Sewer Lateral Tap into SCS greater than 12-inches	\$150
Base Fee for Resubmittal of Expired Permit	\$75
Sewer Lateral Taps into Existing Manhole	\$150
Base Fee for Resubmittal of Expired Permit	\$75
Manhole Adjustment Projects	No Fee
Manhole Reconstruction	No Fee
New Manhole Over Existing Sewer; No Corrosion Protection	\$200
Base Fee for Resubmittal of Expired Permit	\$100
New Manhole Over Existing Sewer; With Corrosion Protection	\$300
Base Fee for Resubmittal of Expired Permit	\$150
Public Manhole Access Permit	No Fee
Inspection Observation Permit	No Fee

ORDINANCE 2022- _____

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Deputy County Attorney
Lesley M. Lukach

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4 th submittal & Subsequent Submittals (percent of Initial Submittal Fee)	15%
Final Subdivision Plat	
Initial Submittal (includes 3 rd submittal) - Flat Fee	\$250
4 th submittal & Subsequent Submittals (percent of Initial Submittal Fee)	15%
Public Sewer Improvement Plan	
Initial Submittal (includes 3 rd submittal) - Base Fee	\$190
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Construction Permit Fees – See §13.20.500

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Construction Inspection	2.5% of Bid Cost
Base Fee for Resubmittal of Expired System Improvement Construction Permit	1.0% of Bid Cost

Exhibit A

Small Activity Construction Permit	
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Sewer Lateral Tap into SCS greater than 12-inches	\$150
Base Fee for Resubmittal of Expired Permit	\$75
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Inspection Observation Permit	No Fee

PUBLIC COMMENT



**Southern Arizona
Home Builders
Association**

2840 N. Country Club Rd.
Tucson, AZ 85716
P: 520.795.5114
F: 520.326.8665
www.sahba.org

President & CEO

David M. Godlewski

2022 Executive Officers

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Michael Del Castillo
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Homes

1st Vice Chairman

Andrew Hayes
Hayes Construction

2nd Vice Chairman

Vacant

Secretary/Treasurer

Randy Agron
A.F. Sterling Homes

Immediate Past Chair

Tom Gansheimer
Lennar



June 28, 2022

David Hook, Chairman
Pima County Planning & Zoning Commission
130 W Congress St.
Tucson, AZ 85701

RE: Development Services Fee Ordinance Revision

Dear Chairman Hook,

On behalf of the Southern Arizona Home Builders Association, we respectfully request the Commission support the proposed revision to the Development Service Fee Ordinance as presented by staff. Additionally, we appreciate the outreach of staff to the home building industry to inform and discuss the proposed revision.

As you know, Pima County Development Services Department is the premier development services agency in the region. This proposed revision furthers continued efforts by the department to become the one-stop shop for development related activities in the county. With that goal in mind, as the department assumes responsibilities formerly provided by other departments, its logical the fee schedule properly reflect their cost of service.

Any effort to consolidate and simplify fees, while continuing to meet the customer service expectations of customers, is welcomed and further enhances Pima County's regional competitiveness to attract economic development.

Thank you in advance for your support.

Shawn Cote

cc: Mr. Chris Poirier, Mr. Joseph Godoy