BOARD OF SUPERVISORS AGENDA ITEM REPORT

Requested Board Meeting Date: August 19, 2019

Title: Proposed Non-Code Ordinance for Wastewater Development Customer Service and Construction Permit Fees

Introduction/Background:

The Regional Wastewater Reclamation Department (RWRD) is proposing consolidating the customer service and construction permit fee tables currently codified in various locations in Pima County Code Chapter 13.20 into a new, non-code ordinance. This is consistent with the fee enactment practices of the Development Services Department.

Discussion:

- There are no new fee items and the fee amounts are unchanged from those in existing Chapter 13.20.
- The review for private connections to the public sewer will be charged under the plan existing review fee item. This fee was noticed by posting on the Pima County Proposed Taxes and Fees website on June 6, 2019 to to comply with the 60-day notice requirement.
- Wastewater Utility Fees (aka Connection Fees), Discounts, and Credits will remain in the PCC.

Stakeholder outreach included:

- Presentations on Wednesday, December 12, 2018 and Thursday, January 10, 2019 at the Joel D Valdez Main Library.
- Discussions with DSD and stakeholder representatives from Southern Arizona Home Builders Association and Metropolitan Pima Alliance during February, March, and April 2019.

Letters of support have been received from the Regional Wastewater Reclamation Advisory Committee, Southern Arizona Home Builders Association, and Metropolitan Pima Alliance.

Conclusion:

Providing customer services and construction permit fees in a non-code ordinance is consistent with the fee enactment practices of the Development Services Department.

Recommendation:

Recommend that Board of Supervisors approve and adopt Pima County Ordinance 2019-_____ consolidating the customer service and construction permit fee tables currently codified in various locations in Pima County Code Chapter 13.20 into a new, non-code ordinance.

Fiscal Impact:

Minimal to the general public and will provide efficiencies for County staff.

Board of Supervisor District:

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☒ All

Department: Regional Wastewater Reclamation Dept. Telephone: 724-6500

Contact: Eric Wieduwilt Telephone: 724-9841

Department Director Signature/Date: 7/24/19

Deputy County Administrator Signature/Date: 7/31/19

County Administrator Signature/Date: 7/31/19

ORDINANCE 2019- _____

AN ORDINANCE OF THE BOARD OF SUPERVISORS OF PIMA COUNTY, ARIZONA, RELATING TO SANITARY SEWER CONSTRUCTION AND FEES; TO ESTABLISH A NEW FEE SCHEDULE FOR PERMITS, INSPECTIONS, AND RELATED SERVICES PROVIDED BY THE DEVELOPMENT SERVICES DEPARTMENT UNDER TITLE 13, CHAPTER 20 OF THE PIMA COUNTY CODE

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

SECTION 1: Fees for permits, inspections, and related services provided by the Development Services Department under Title 13, Chapter 20 of the Pima County Code are hereby established as shown on Table 1, attached to this Ordinance as Exhibit A and incorporated by this reference.

SECTION 2. This Ordinance is effective for submittals received thirty-one (31) days after adoption.

PASSED AND ADOPTED by the Board of Supervisors, Pima County, Arizona, this _____day of_____, 2019.

_____ _____
Chairman, Board of Supervisors Date

ATTEST:

_____
Clerk of the Board

APPROVED AS TO FORM:

_____
Deputy County Attorney

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
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
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

PIMA COUNTY
WASTEWATER RECLAMATION
201 NORTH STONE AVENUE
TUCSON, ARIZONA 85701-1207

JACKSON JENKINS
DIRECTOR

PH: (520) 724-6500
FAX: (520) 724-9635

July 19, 2019

TO: C. H. Huckelberry, Pima County Administrator

THRU: Carmine DeBonis, Jr., Deputy Pima County Administrator for Public Works

FROM: Jackson Jenkins, Director, RWRD

SUBJECT: **Proposed Non-Code Ordinance for Wastewater Development Customer Service and Construction Permit Fees**

The Regional Wastewater Reclamation Department (RWRD) is proposing consolidating the customer service and construction permit fee tables currently codified in various location in Pima County Code Chapter 13.20 into a new, non-code ordinance. This is consistent with the fee enactment practices of the Development Services Department.

- There are no new fee items and the fee amounts are unchanged from those in existing Chapter 13.20.
- The review for private connections to the public sewer will be charged under the existing plan review fee item. This fee was noticed by posting on the Pima County Proposed Taxes and Fees website on June 16, 2019 to comply with the 60-day notice requirement.
- Wastewater Utility Fees (aka Connection Fees), Discounts, and Credits will remain in the PCC.

Stakeholder outreach included:

- Presentations on Wednesday, December 12, 2018 and Thursday, January 10, 2019 at the Joel D Valdez Main Library.
- Discussions with DSD and stakeholder representatives from Southern Arizona Home Builders Association and Metropolitan Pima Alliance during February, March, and April 2019.

Letters of support have been received from the Regional Wastewater Reclamation Advisory Committee, Southern Arizona Home Builders Association, and Metropolitan Pima Alliance.

Attachments:

BOS- AIR for Proposed Non-Code Ordinance for Wastewater Development Customer Service and Construction Permit Fees
Proposed Non-Code Ordinance for Wastewater Development Customer Service and Construction Permit Fees (Clean)
Letter of Support from Regional Wastewater Reclamation Advisory Committee
Letter of Support from Southern Arizona Home Builders Association
Letter of Support from Metropolitan Pima Alliance
60-day Notice of Proposed Non-Code Ordinance for Wastewater Customer Service Fees

PIMA COUNTY
WASTEWATER RECLAMATION

REGIONAL WASTEWATER RECLAMATION ADVISORY COMMITTEE
201 NORTH STONE AVENUE
TUCSON, ARIZONA 85701-1207

May 13, 2019

The Honorable Chairman and Members
Pima County Board of Supervisors
130 West Congress Street, 11th Floor
Tucson, Arizona 85701

RE: Proposed Revision of the Pima County Code 13.20 – Construction, Connection, and Fees

Dear Honorable Chairman and Members:

The Pima County Regional Wastewater Reclamation Advisory Committee (RWRAC) was established by the Pima County Board of Supervisors, in part, to act as an official advisory body on the Regional Wastewater Reclamation Department's (RWRD) proposals for significant changes regulating RWRD's business processes. RWRD has been working closely with the Pima County Development Services Department and the development community in forming the proposed revision of the Pima County Code (PCC) 13.20. Stakeholder meetings were held on December 12, 2018 and January 10, 2019 followed by several special meetings with Southern Arizona Homebuilders' Association and Metropolitan Pima Alliance and various representatives from the development community. All comments received from external and internal stakeholders have been addressed.

The major changes to the chapter is the total reorganization of the narrative that provides clarity, functionality, and alignment with the County's current development processes. In addition, fees for customer service functions and construction permits have been moved to a separate, non-code proposed ordinance. As a point of clarification, the review of private sewer connection plans is now assessed a review fee under the plan review process. No additional changes to customer service fees are being considered until the current processes can be evaluated for improvements and a level of effort assessment is completed.

Minor changes to the chapter include the incorporation of PCC 13.12 – Preliminary Sewer Layout and 13.16 – Design Standards for Public Sewerage Facilities into 13.20, and separate sections devoted to Capacity, Large Agency Agreement, Private Sewer Connection, and Protection of the Existing Public Sewer Conveyance System.

On April 25, 2019, the RWRAC unanimously voted to recommend to the Pima County Board of Supervisors to adopt the proposed revisions of Chapter 13.20 and the non-code ordinance for the customer service fees and construction permit fees.

The members of the RWRAC look forward to continuing a close working relationship with the Board of Supervisors and the Regional Wastewater Reclamation Department. All committee members are available at your convenience for any questions or further discussion.

Sincerely,

Corin Marron, Chair

Charles Matthewson, Vice Chair

c: C.H. Huckelberry, County Administrator, Pima County
Tom Burke, Deputy County Administrator – Administration, Pima County
Carmine DeBonis, Deputy County Administrator – Public Works, Pima County
Yves Khawam, Assistant County Administrator – Public Works, Pima County
Jackson Jenkins, Director, Regional Wastewater Reclamation Department
Julie Castaneda, Clerk of the Board, Pima County
Charles Wesselhoft, Deputy County Attorney, Pima County Attorney's Office
Members, Regional Wastewater Reclamation Advisory Committee

SAHBA
the community builder
Southern Arizona Home Builders Association

Southern Arizona Home Builders Association

2840 N. Country Club Rd.
Tucson, AZ 85716
P: 520.795.5114
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President
David M. Godlewski

2019 Executive Officers

Chairman
Tim Staring
TRS Custom Builders

1st Vice Chairman
John Ward
Urban Moment

2nd Vice Chairman
Tom Gansheimer
Lennar Homes

Secretary/Treasurer
Ginger Kneup
Bright Future Real Estate Research, LLC

Immediate Past Chair
Brent Davis
DR Horton

Affiliated With
NAHB

July 3, 2019

Mr. Eric Wieduwilt
201 N. Stone Avenue, 3rd floor
Tucson, Arizona 85701

RE: Sanitary Sewer Construction, Connections, and Fees

Dear Mr. Wieduwilt,

Thank you for your outreach to the building industry to discuss the Sewer Construction, Connection and Fees code text amendment. SAHBA supports the current amendment soon to be considered by the Board of Supervisors.

We appreciate the increased collaboration with the development community in this effort including incorporating suggestions into the ordinance and considering industry feedback in determining to separate the ordinance review from fee structure discussions. This effort should better serve future discussions with RWRD as it reviews its processes prior to determining appropriate fee levels which support department objectives while facilitating new residential development.

Sincerely,

Shawn

Shawn Cote

Metropolitan Pima Alliance

July 9, 2019,

Honorable Supervisors of the Board
130 W. Congress Street, 11th Floor
Tucson, AZ. 85701

RE: 13.20 Construction, Connections and Fees: Text Amendments

Dear Supervisors of the Board:

Metropolitan Pima Alliance (MPA) is dedicated to advocating responsible development in the Pima County metropolitan area and furthering the interests of the real estate and development industry. We are an alliance of over 150 local and national business, government and non-profit organizations with a vested interest in how land is developed in Pima County.

In November of 2018 MPA staff and Board Members met with Eric Wieduwilt, Deputy Director of the Regional Wastewater Reclamation Department to discuss proposed changes to County code 13.20-Construction, Connections and Fees. Several subsequent meetings with RWRD staff, PDSD staff and County administration occurred over the next 6 months. MPA worked with staff to expand our discussions past the initial proposed fee increases and language changes to include an evaluation of the current customer service process, to ensure it is as user friendly and efficient as possible.

The result of these meetings and conversations was to remove the proposed fees and focus instead on the language of the ordinance as well as the customer service process. The proposed code text amendment is reflective of a truly collaborative process, one that MPA fully supports and believes will be beneficial for the development community and the continued growth of the County.

The time and effort taken by Eric and County staff to meet with MPA and our members to ensure our concerns were not only heard but also addressed is greatly appreciated.

MPA requests you support our members and the RWRD staff in approving the proposed text amendments to code 13.20.

Sincerely,

Allyson Solomon
Executive Director
Metropolitan Pima Alliance

Metropolitan Pima Alliance
PO Box 2790
Tucson, AZ 85702
www.mpaaz.org