

## **9-2-4: APPLICATION PROCEDURES AND COMPUTATION OF IMPACT FEE:**

- A. Information Required: Each applicant for connection to the city water system or sewer system shall make an application for the connection in writing to the city for connection to the city systems on forms provided by the city. Each connection applicant shall: 1) state, define and characterize the nature of the use of the building proposed to be connected to the city system; 2) provide the approved architectural plans which will be submitted for building permit application purposes for the structure to be connected to the city system; and 3) such other and further information as may be requested by the city which is reasonably necessary to determine the size and nature of the use of the building proposed for connection; and 4) to allow the city to verify the nature of the information presented by the connection applicant.
- B. Use Of Plans And Specifications: The plans and specifications submitted by the connection applicant may be used by the city for review and to determine compliance with the design and construction specifications of the city, and become a permanent record of the city.
- C. Calculation Of Fee: The city impact fee clerk shall evaluate the building use, size and characteristics and shall calculate a gross impact fee based on the information submitted by the impact fee applicant using the fees required by this chapter and calculation procedure described in the 2002 impact fee analysis for each year, according to the following requirements:

### **1. Residential Units:**

	<u>For Each ERU</u>
Water impact fee	\$2,127 .00
Sewer impact fee	2,540 .00

### **2. Nonresidential Units:**

- a. The impact fee for nonresidential establishments is based on estimated water usage during the months of November through March. Estimates will be calculated by the project engineer or architect. Actual water usage from similar facilities can also be used.

- b. Wastewater flow shall be divided by three hundred fifty (350) gallons per day in order to determine the number of ERUs. The impact fee shall be computed by multiplying the ERUs times the sewer impact fee.
- D. Written Notice Of Fee; Reduction: The impact fee clerk shall inform the impact applicant in writing of the gross impact fee. The written notice of the gross impact fee shall state that the city will consider information from the impact fee applicant which may reduce the gross impact fee. The city will allow the impact applicant to submit the following information for consideration to reduce the gross impact fee in determining the net impact fee:
1. Studies and data concerning the water delivery and use and sewer collection and treatment demand imposed on the city systems by the proposed connection and use;
  2. Evidence of the payment of connection or impact fees, taxes or service charges to the city by the past owners of the property to be connected;
  3. An identification of property or facilities contributed by the connection applicant to the city with the prior written approval of the city, which are planned by the city in the 2002 capital facilities plan, together with relevant cost or economic data;
  4. An identification or description in detail of any other economic credit or matter which the impact fee applicant believes should be taken into consideration in the computation of the net impact fee.
- E. Consideration Of Information; Payment Of Fees: All of the relevant information submitted by the connection applicant shall be taken into consideration in the calculation of the final net impact fee to be charged to the connection applicant for permission to connect to and use the city facilities.
1. Reductions in the gross impact fee based on the information provided by the connection applicant, including studies and data submitted by the impact fee applicant concerning water use of the proposed connection, shall be based solely on verifiable economic data and, if applicable, specific use prediction data which is certain to assure the city that the city system use is less than the use estimated by the city and can be confirmed as represented by the connection applicant.
  2. After considering studies and data, if any, submitted by the connection applicant, the impact fee clerk shall calculate the net impact fee, administrative fees, other required fees, less reservation of capacity fees and interest, and inform the connection applicant in writing of each fee required and charged by the city to the connection applicant prior to approving the connection application.
  3. After the connection applicant receives the written final net fee computation statement from the city, the connection applicant shall indicate in writing in the space provided whether or not the connection applicant concurs with the net impact fee computed by

the city. If the connection applicant concurs with the net impact fee, the connection applicant shall pay the net impact fee and obtain a receipt prior to obtaining a building permit.

4. The city is authorized to complete a visual inspection of the building prior to issuance of a certificate of occupancy. If the constructed building is not as presented to the city in the approved plans and the city has reason to believe that more demand on the city water and/or sewer system will occur than the use used to compute the collected impact fees, the city may assess an additional impact fee to account for the additional use and shall not issue a certificate of occupancy or allow temporary use of the building until the required impact fee is paid in full.
5. When the impact fee for a structure is paid in full, applicant shall have one year from the date of payment to apply for a building permit, during which time applicant will not be liable for impact fee increases. After one year, applicant shall pay the then applicable fees.
6. When an existing structure is remodeled which results in additional living sections being added, new plans must be submitted to the city and additional fees paid for additional demand on the city systems. Fees will be paid according to the rate effective at the time of the remodel. (Ord. 03-26-02, 3-26-2002)