STAFF REPORT
TO THE
FLORENCE COUNTY PLANNING COMMISSION
SEPTEMBER 22, 2015
PC#2015-13

SUBJECT: **[Request For Text Amendments To The Florence County Code Of Ordinances, Chapter 28.6, LAND DEVELOPMENT AND SUBDIVISION ORDINANCE, ARTICLE III. – PROCEDURES FOR SUBDIVISION PLAT APPROVAL, Section 28.6-32, Filing Fees; ARTICLE VI. – SUBDIVISION IMPROVEMENTS AND GUARANTEES, Section 28.6-100, Setup, Extensions, And Reduction Of Guarantee And Chapter 30, ZONING ORDINANCE, ARTICLE III. – CONDITIONAL USE REGULATIONS, Section 30-105, Sexually Oriented Business, (d) Fees; ARTICLE VIII. – ADMINISTRATION AND ENFORCEMENT, Section 30-266, Filing Applications; Fees; And ARTICLE IX. – APPLICATIONS FOR CHANGE AND/OR RELIEF, Section 30-296, Application Requirements And Fees, For The Purpose Of Creating A Comprehensive Fee Schedule To Reflect All Current Fees For Florence County Planning And Zoning Applications.]**

APPLICANT: **Florence County Planning and Building Department**

STAFF RECOMMENDATION: **Approve as submitted.**

STAFF ANALYSIS:

Florence County has separate ordinances for Zoning, Land Development and Subdivision, each containing specific fees for applications. The creation of a comprehensive list of all required Fees provides a single resource for ease of providing the information. In addition, amendments or changes to the proposed comprehensive list of fees could be accomplished by resolution with no ordinance text amendment required.

Therefore, the Florence County Code of Ordinances Chapter 28.6, LAND DEVELOPMENT AND SUBDIVISION ORDINANCE, ARTICLE III. – PROCEDURES FOR SUBDIVISION PLAT APPROVAL, Section 28.6-32, Filing fees; ARTICLE VI. – SUBDIVISION IMPROVEMENTS AND GUARANTEES, Section 28.6-100, Setup, extensions, and reduction of guarantee and Chapter 30, ZONING ORDINANCE, ARTICLE III. – CONDITIONAL USE REGULATIONS; Section 30-105, Sexually oriented business, (d) Fees; ARTICLE VIII. – ADMINISTRATION AND ENFORCEMENT, Section 30-266, Filing applications; fees; ARTICLE IX. – APPLICATIONS FOR CHANGE AND/OR RELIEF, Section 30-296, Application requirements and fees shall be amended as follows:

ARTICLE III. – PROCEDURES FOR SUBDIVISION PLAT APPROVAL

Sec. 28.6-32. - Filing fees.
~~To defray the cost of investigation, processing, etc.,~~ T~~t~~he subdivider shall pay fees listed on the Florence County Fee Schedule, as approved by County Council. ~~adopted by the appropriate authority~~

~~to the secretary of the planning commission at the time of filing the application. No charge shall be made where the subdivision is approvable under section 28.6-37 of this chapter.~~

ARTICLE VI. – SUBDIVISION IMPROVEMENTS AND GUARANTEES

Sec. 28.6-100. - Setup, extensions, and reduction of guarantee.

(a) The fees listed on the Fee Schedule, as approved by County Council ~~listed below~~ will apply to letters of credit established with Florence County or extended before their expiration. All fees shall be paid at the time of guarantee submittal or prior to the guarantee's expiration. Payment shall not be a portion of the guarantee amount and will be in the form of a cashier's check made payable to Florence County.

~~Setup~~				
~~$500.00~~	~~plus~~	~~$0.25~~	~~for every~~	~~$100.00~~
~~Extensions~~				
~~250.00~~	~~plus~~	~~$0.25~~	~~for every~~	~~$100.00~~

(b) A developer may reduce a financial guarantee during the initial coverage period. A request to reduce the financial guarantee shall be submitted to the planning department and include a revised construction cost estimate. The planning department will forward the revised cost estimate to the Florence County Engineering Division for review. Reductions of financial guarantees will not be allowed within six months of any previous reduction request and the financial guarantees shall be no less than the greater~~st~~ of 25 percent or $10,000.00 of the revised construction cost estimate. ~~A~~ The fees ~~of~~are ~~,~~ listed on the Florence County Fee Schedule, as approved by County ~~-~~Council ~~of $100.00~~ and shall be charged for any letter of credit that is authorized for reduction before its expiration. Requests involving both the reduction and extension of a letter of credit shall be subject to the extension fees. ~~listed in subsection (a) of this section.~~

ARTICLE III. – CONDITIONAL USE REGULATIONS

Sec. 30-105. - Sexually oriented business.

(d) *Fees*. The annual application fee for a sexually oriented business ~~license~~, is listed on the Florence County Fee Schedule, as approved by County Council. ~~shall be $500.00.~~

ARTICLE VIII. – ADMINISTRATION AND ENFORCEMENT

Sec. 30-266. - Filing applications; fees.

Applications for permits shall be filed on forms provided by the zoning administrator, signed by the owner or developer, and shall be accompanied by the required ~~the following~~ fees listed on the Florence County Fee Schedule, as approved by County Council.

~~Permit/application~~	~~Fee~~
~~Certificate of zoning compliance~~	~~$25.00~~
~~Repair permit~~	~~See building code~~

~~Outdoor advertising sign permit~~	~~See building code~~
~~On premises sign permit~~	~~$25.00~~
~~Certificate of occupancy~~	~~No Charge~~
~~Summary plat approval~~	~~$25.00~~

ARTICLE IX APPLICATIONS FOR MAP AMENDMENT, VARIANCE, SPECIAL EXCEPTION AND APPEALS. ~~CHANGE OR RELIEF~~

Sec. 30-296. - Application requirements and fees.

All applications shall be filed on forms provided by the zoning administrator, and contain or be accompanied by the information required by Table X, together with the required fee listed on the Florence County Fee Schedule, as approved by County Council. ~~to help cover the cost of processing.~~

TABLE X
INFORMATION REQUIRED TO SUPPORT APPLICATION

Type of Amendment~~Change~~ and/or ~~Relief Sought~~Variance Requested	~~Forms~~	Information	~~Fees*~~
Zoning M~~m~~ap ~~change~~Amendment	~~Application forms provided by the zoning administrator~~	1. Boundary map, existing	~~$100.00~~
		2. Indicate proposed change to boundary map	
		3. Existing zoning of lot and adjacent properties	
		4. Reasons for change	
Text ~~change~~Amendment	~~Application forms provided by the zoning administrator~~	1. Draft of new text to be added and existing text to be deleted	~~$0.00~~
		2. State reasons for change	
Variance/Special Exceptions	~~Application forms provided by the zoning administrator~~	1. State nature of variance	~~$100.00~~
		2. Provide evidence of unnecessary hardship	
		3. State necessity of variance	
Appeal	~~Application forms provided by the zoning administrator~~	1. State reasons for appeal, with specific reference to action being appealed	~~$100.00~~

~~*~~Application fees shall be waived for administrative officials, agencies, councils and commissions.

ATTACHMENTS:

1. Planning and Zoning Fee Schedule