

Article 2: Required Steps in Processing

Division 2: Fees and Deposits

(“*Fees and Deposits*” added 12-9-1997 by O-18451 N.S.; effective 1-1-2000.)

§112.0201 Establishment of Fees and Deposits

The City Council shall establish by resolution a schedule of fees and deposits for processing applications for *development* in the City. Fees and deposits shall be reviewed and adjusted periodically to ensure full cost recovery for the services provided. Fixed charges may be established to cover portions of the City’s costs. The City Clerk shall maintain a schedule of current fees and deposits.

(Added 12-9-1997 by O-18451 N.S.; effective 1-1-2000.)

§112.0202 Collection of Fees or Deposits

- (a) An application may be *deemed complete* and may be processed only after the fees or amount of deposit, as shown on the schedule of fees and deposits, has been paid in full.
- (b) If a deposit is required, and the deposit as shown on the schedule of fees and deposits is insufficient to cover the actual cost to the City, the *applicant* shall submit an additional deposit, in an amount determined by the City Manager, to cover the City’s costs. Actual City costs will be itemized in a statement to the applicant. Any portion of the deposit not required to cover the City’s processing costs will be returned to the *applicant*.

(Added 12-9-1997 by O-18451 N.S.; effective 1-1-2000.)

§112.0203 Waiver of Fees or Deposits

If the City Manager determines that project delays have been caused solely by the actions of City agencies, the City Manager may, under the authority granted by the City Council, waive any portion of the fees or deposits.

(Added 12-9-1997 by O-18451 N.S.; effective 1-1-2000.)

(Amended 6-18-2013 by O-20261 N.S.; effective 7-19-2013.)

(Amended 10-12-2022 by O-21546 N.S.; effective 11-11-2022.)