



**Cochise County**  
**Community Development**  
**Planning, Zoning and Building Safety Division**  
*Public Programs...Personal Service*  
www.cochise.az.gov

MEMORANDUM

**TO:** Cochise County Board of Supervisors  
**FROM:** Christine McLachlan, AICP, Planner II  
**FOR:** Daniel Coxworth, AICP, Development Services Director  
**SUBJECT:** Public Hearing, Docket R-19-05 (Development Services Fee Schedule Amendment)  
**DATE:** September 24, 2019

**I. BACKGROUND AND PROPOSED CHANGES**

The County adopts fee schedules for any specific products and services it provides to the public. The Development Services Fee Schedule assigns fees to ensure the public's health, safety and welfare. Building Fees, which also promote uniformity of construction quality in accordance with various building codes, are included. Also, planning fees are assessed, which encompass the cost of services like re-zonings or special uses.

On July 9, 2019, staff held a work session with the Board of Supervisors to discuss all proposed changes. These edits were subsequently posted on the home page of the County website on July 11, 2019, where they have remained pending this public hearing. This is in accordance with state law, which requires a minimum of 60-days posting on the home page of the County's website. It is intended to allow a thorough public review and comment period. To date, no public comments have been received.

The edits proposed by this docket fall under four general categories. The first category is to remove unused fees. This includes the cost of providing copies of compact discs and the fee for the minor expedited subdivision fee. The second category of change includes removing a date-certain International Code Council table that provides Building Valuation Data, which includes square foot construction costs. This information is updated by the Council at six-month intervals, and the table we have in our fee schedule is from 2015. Rather than adopt a specific table, the fee schedule currently references use of the most recent edition of this data. The third category of fee schedule changes includes revising existing fees to be better aligned to defray their true cost. Staff considered approximate staff time used to process the fees included in the fee schedule as well as comparable fees in other Counties. The following changes to existing fees are proposed:

**Planning, Zoning and Building Safety**  
1415 Melody Lane, Building F  
Bisbee, Arizona 85603  
520-432-9300  
520-432-9278 fax  
1-877-777-7958  
planningandzoning@cochise.az.gov

**Highway and Floodplain**  
1415 Melody Lane, Building F  
Bisbee, Arizona 85603  
520-432-9300  
520-432-9337 fax  
1-800-752-3745  
highway@cochise.az.gov  
floodplain@cochise.az.gov

<b>SECTION 7 - RESIDENTIAL PERMITS</b>		
<b>Fee Type</b>	<b>Current Fee</b>	<b>Proposed Fee</b>
<b>New Residential One and Two-Family Homes and Additions - Valuation Rates</b>		
Garages, Sheds, Outbuildings, and Accessory Structures (Over 200 SF)	\$39.28 per square foot	no change
Garages, Sheds, Outbuildings, and Accessory Structures with Utilities (Under 200 SF)	\$39.28 per square foot	\$15.00 per square foot
<b>Trade Permits</b>		
Swimming Pool and/or Spa (Includes Barrier)	Per Construction Value	Per Construction Value (\$750 Max.)

<b>SECTION 8 - NON-RESIDENTIAL PERMITS</b>		
<b>Fee Type</b>	<b>Current Fee</b>	<b>Proposed Fee</b>
<b>Temporary Permits</b>		
Temporary Uses	\$30	\$75

<b>SECTION 10 - PLANNING</b>		
<b>Fee Type</b>	<b>Current Fee</b>	<b>Proposed Fee</b>
<b>Special Uses</b>		
Special Use Authorization	\$300 (hearing fee)+ permit fees	\$500 + \$20/acre (\$2,000 max.)
Special Use with Concurrent Rezoning Application	\$75 (hearing fee)+ permit fees	\$100
Subsequent Appeal to the Board of Supervisors	\$300	\$600
<b>Comprehensive Plan Amendments</b>		
Establishments of New Growth Area (Major)	\$500	\$750
Expansion of Existing Growth Area and/or Amendment of Plan Area Designation (Minor)	\$200	\$350
<b>Zoning Amendment</b>		
Amendment of Zoning Regulations (per amendment)	\$250	\$400
Rezoning to Less Intensive District	\$250	removed
Rezoning in Conformance with Adopted Master Development Plan	\$250	\$400
to SM-174, SM-87	\$250	\$400

<b>Zoning Amendment Continued</b>		
to RU-2	\$350 + \$2/acre (\$1,000 max.)	\$450 + \$2/acre (\$1,500 max.)
to SR, R, SM-36, SM-18, SM-9	\$400 + \$10/acre (\$1,000 max.)	\$500 + \$10/acre (\$3,000 max.)
to All Other Districts	\$400 + \$15/acre (\$1,000 max.)	\$500 + \$15/acre (\$4,000 max.)
<b>Board of Adjustment</b>		
Variances	\$300	\$400
<b>Other Fees</b>		
Lot Development Modification Fee	\$75	\$100

<b>SECTION 11 - PLANNING (Subdivisions)</b>		
<b>Fee Type</b>	<b>Current Fee</b>	<b>Proposed Fee</b>
<b>Other Subdivision Fees</b>		
Waivers from Subdivision Regulations	\$100 per waiver	\$250 per waiver
Appeals	\$300	\$600

The final category of proposed changes to the Development Services Fee Schedule is the addition of new services, and not previously included. This includes fees for the recently adopted foreclosure registry and the minor land division permit. Also, it includes a re-advertising fee to cover costly remainings.

<b>Fee Type</b>	<b>Current Fee</b>	<b>Proposed Fee</b>
Foreclosure Registry	N/A	\$150/Annual
Minor Land Division	N/A	2-parcel split \$300, 3-parcel split \$350, 4-parcel split \$400, 5-parcel split \$450
Re-Advertising	N/A	\$250

**II. SUMMARY AND RECOMMENDATION**

Following a thorough review, staff has determined that the proposed edits and additions to the Cochise County Development Services Fee Schedule are directly attributable to and defray or cover the expenses of the service for which the fee is assessed. Staff is requesting that the Board consider approving the changes as presented.

Sample Motion: *Chairman Supervisor, I move to approve Docket R-19-05 as proposed.*

**III. ATTACHMENTS**

- A. Resolution Amending the Development Services Department Fee Schedule for Development Services Provided by Cochise County with Exhibit “A” strike-through and underline of the Development Services Fee Schedule attached.