



Notice of Proposed Fee Changes

PUBLIC HEARING NOTICE

Pursuant to A.R.S Section 9-499.15. PUBLIC NOTICE IS HEREBY GIVEN that the Town of Marana, Arizona, no sooner than 60 days from the date of this notice, will consider approving the following new fees, changes and/or fee increases on May 21, 2024:

The general summary of the changes are as follows:

Added fees: **2**

Eliminated fees: **0**

Modification to existing fees: **10**

The Marana Town Council will hold a public meeting on May 21, 2024 at or after 6:00 p.m. in the Mayor and Council Chambers, Marana Municipal Complex, 11555 W. Civic Center Drive, Marana, Arizona. A schedule of the proposed new or increased fees that includes the amount of the fee and a written report or data that supports the new or increased fee is also available on the Town's website.

Any person may appear and be heard before the Town Council. For information regarding this matter, please contact Matthew Cordova at the Town of Marana.

Finance Department at (520) 382-1999

Posted: March 14, 2024

*EXHIBIT A TO MARANA RESOLUTION NO. 202X-XXX
 Amendments to the Town of Marana Comprehensive Fee Schedule
 Pursuant to Marana Ordinance No. 202X.xxx*

Instructions for changes to fee schedule:

- 1) The current comprehensive fee schedule can be found at: [SPD 20191007 FY2024 Comprehensive Fee Schedule \(00066030\).DOC \(squarespace.com\)](#)
- 2) Elimination, modification, or addition in the Category/Change requested column in the red row.
- 3) Additions will be indicated by a double underline.
- 4) Deletions to existing language will be indicated with ~~strikethrough~~.

CATEGORY/CHANGE REQUESTED	Fee/Description	Amount	Unit of Measure	Notes	Reason for Change
Modification/Elimination/Addition	EDITS				
	FINAL CHANGES				

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CATEGORY/CHANGE REQUESTED	Fee/Description	Amount	Unit of Measure	Notes	Reason for Change
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DEPARTMENT: Development Services					
Modification	Drainage Report	\$650.00	Per application	Includes up to 3 submittals, \$150 for each additional submittal. Revisions to accepted submittals are \$150 each submittal.	The quality of submittals has significantly decreased in the last 2 years. A submittal should be able to obtain approval within 3 reviews. We are adding a resubmittal fee to capture the additional cost of reviews that go beyond 3 reviews. Currently approx. 50% of the applications are going beyond 3 reviews
	Drainage Report	\$650.00	Per application	Includes up to 3 submittals, \$150 for each additional submittal. Revisions to accepted submittals are \$150 each submittal.	
Modification	Grading Plan Review	\$1300.00	Per application	Includes up to 3 submittals, \$390 for each additional submittal. Revisions to accepted plans are \$390 each submittal 30% of original fee.	The quality of submittals has significantly decreased in the last 2 years. A submittal should be able to obtain approval within 3 reviews. We are adding a resubmittal fee to capture the additional cost of reviews that go beyond 3 reviews. Currently approx. 15% of the applications are going beyond 3 reviews

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	Grading Plan Review	\$1300.00	Per application	Includes up to 3 submittals, \$390 for each additional submittal. Revisions to accepted plans are \$390 each submittal.	
Modification	Construction Plan Review	\$1300.00	Per application	<u>Includes up to 3 submittals, \$390 for each additional submittal.</u> Revisions to accepted plans are <u>\$390 each submittal</u> 30% of original fee.	The quality of submittals has significantly decreased in the last 2 years. A submittal should be able to obtain approval within 3 reviews. We are adding a resubmittal fee to capture the additional cost of reviews that go beyond 3 reviews. Currently approx. 20% of the applications are going beyond 3 reviews
	Construction Plan Review	\$1300.00	Per application	Includes up to 3 submittals, \$390 for each additional submittal. Revisions to accepted plans are \$390 each submittal.	
Modification	Development Plan Package	\$5180 Base + \$70 per acre	Per application	One-time fee includes review of development plan, landscape plan, and improvement plans, title, drainage, geotechnical, and traffic reports <u>for up to 3 submittals, \$930 for each additional submittal.</u> Revision to accepted plans are charged 30% of the original fee.	The quality of submittals has significantly decreased in the last 2 years. A submittal should be able to obtain approval within 3 reviews. We are adding a resubmittal fee to capture the additional cost of reviews that go beyond 3 reviews. Currently approx. 40% of the applications are going beyond 3 reviews

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	Development Plan Package	\$5180 Base + \$70 per acre	Per application	Includes review of development plan, landscape plan, and improvement plans, title, drainage, geotechnical, and traffic reports for up to 3 submittals, \$930 for each additional submittal. Revision to accepted plans are charged 30% of the original fee.	
Modification	Special Event Permit – Minor less than 1000 attending	\$50.00	Per application	Includes safety inspection, right of-way and traffic control review if applicable to the event. Does not apply to events where park exclusive use <u>Special Event Park Package</u> fee is paid.	Special Event Park Package verbiage provides consistency with the naming convention in the permit processing software. Aligns with changes requested by Parks
	Special Event Permit – Minor less than 1000 attending	\$50.00	Per application	Includes safety inspection, right of-way and traffic control review if applicable to the event. Does not apply to events where Special Event Park Package fee is paid.	
Modification	Special Event Permit – Major 1000 or more attending	\$1000.00	Per application	Includes safety inspection, right of-way and traffic control review if applicable to the event. Does not apply to events where park exclusive use <u>Special Event Park Package</u> fee is paid.	Special Event Park Package verbiage provides consistency with the naming convention in the permit processing software. Aligns with changes requested by Parks

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	Special Event Permit – Major 1000 or more attending	\$1000.00	Per application	Includes safety inspection, right of-way and traffic control review if applicable to the event. Does not apply to events where Special Event Park Package fee is paid.	

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DEPARTMENT: Parks					
Modification	<u>Park Rental Bundle</u> <u>Special Event Park</u> <u>Package- Minor less</u> <u>than 1000 attending</u>	\$500.00	Per park/Per date	Reservation of all <u>designated</u> rentable park spaces, utilities, Event Application Fee, Beer & Wine Permit. (Additional fees for liquor license may apply for public events). <u>Event</u> Application can be submitted up to 6 months in advance.	Providing clarity on minor and major events for Park special event packages. Align verbiage with Town code regarding special events.
	Special Event Park Package- Minor less than 1000 attending	\$500.00	Per park/Per date	Reservation of designated rentable park spaces, utilities, Event Application Fee, Beer & Wine Permit. (Additional fees may apply for public events). Event application can be submitted up to 6 months in advance.	
Addition	<u>Special Event Park</u> <u>Package- Major 1000</u> <u>or more attending</u>	<u>\$1500.00</u>	Per <u>park/Per</u> <u>date</u>	<u>Reservation of designated</u> <u>rentable park spaces, utilities,</u> <u>Event Application Fee, Beer &</u> <u>Wine Permit. (Additional fees</u> <u>may apply for public events).</u> <u>Event application can be</u> <u>submitted up to 6 months in</u> <u>advance.</u>	Provides clarification on special event park package fee for major events of more than 1000 attending. Verbiage will align with Town code.
	Special Event Park Package- Major 1000 or more attending	\$1500.00	Per park/Per date	Reservation of designated rentable park spaces, utilities, Event Application Fee, Beer & Wine Permit. (Additional fees may apply for public events).	

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CATEGORY/CHANGE REQUESTED	Fee/Description	Amount	Unit of Measure	Notes	Reason for Change
				Event application can be submitted up to 6 months in advance.	
Modification	Facility Cancellation Fee for: Park Facility Rental: Multi-Purpose, Baseball, Softball Field, Basketball Court, Tennis Court or Volleyball Court, available turf areas; Standard Ramada Rental; Event Ramada Rental; Park Rental Bundle ; Youth Non-Profit Contract User Groups; Park Facility Rental; Multi-Purpose, Baseball, Softball Field, Basketball Court, Tennis Court or Volleyball Court (Premium Hour Fee)	10% of Refund <u>Reservation</u> Amount	Per Reservation Cancellation	Any cancellations to a reservation must be submitted in writing or by email at least three days before the reservation date. The Facility Cancellation Fee will apply to cancellations made less than three days before the reservation date. <u>Fee is applied for all customer-requested cancellations. Fee is not applied for Town-initiated cancellations. Online processing (convenience) fees are non-refundable and are not included in calculating the amount of the Facility Cancellation Fee. Refund requests must be submitted in writing at least four days in advance of reservation date and can be emailed to marana.parks@maranaaz.gov. Does not apply to Park Rental Package.</u>	Changes will make the fee language consistent with our refund policy.
	Facility Cancellation Fee for: Park Facility Rental: Multi-Purpose, Baseball, Softball Field,	10% of Reservation Amount	Per Reservation Cancellation	Fee is applied for all customer-requested cancellations. Fee is not applied for Town-initiated cancellations. Online processing (convenience) fees	

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	Basketball Court, Tennis Court or Volleyball Court, available turf areas; Standard Ramada Rental; Event Ramada Rental; Youth Non-Profit Contract User Groups; Park Facility Rental; Multi-Purpose, Baseball, Softball Field, Basketball Court, Tennis Court or Volleyball Court (Premium Hour Fee)			are non-refundable and are not included in calculating the amount of the Facility Cancellation Fee. Refund requests must be submitted in writing at least four days in advance of reservation date and can be emailed to marana.parks@maranaaz.gov . Does not apply to Park Rental Packages.	
Modification	Parks & Recreation Activity Registration or Refund Administration Fee	10% of <u>Program Amount</u>	Per cancellation or refund	All refunds, unless refund not due to the fault of the customer, are subject to a 10% Administrative Fee, and online processing (convenience) fees are nonrefundable. Refund requests must be emailed to marana.parks@maranaAZ.gov or: Fee is applied for all customer-requested cancellations. Fee is not applied for Town-initiated cancellations. Online processing (convenience) fees are non-refundable and are not included in calculating the amount of the Facility Cancellation Fee. Refund	Special Event Park Permit verbiage provides consistency with the naming convention in the permit processing software.

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CATEGORY/CHANGE REQUESTED	Fee/Description	Amount	Unit of Measure	Notes	Reason for Change
				<p><u>requests must be submitted in writing at least four days in advance of reservation date and can be emailed to marana.parks@maranaaz.gov</u></p>	
	Parks & Recreation Activity Registration or Refund Administration Fee	10% of Program Amount	Per cancellation or refund	<p>Fee is applied for all customer-requested cancellations. Fee is not applied for Town-initiated cancellations. Online processing (convenience) fees are non-refundable and are not included in calculating the amount of the Facility Cancellation Fee. Refund requests must be submitted in writing at least four days in advance of reservation date and can be emailed to marana.parks@maranaaz.gov</p>	

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CATEGORY/CHANGE REQUESTED	Fee/Description	Amount	Unit of Measure	Notes	Reason for Change
DEPARTMENT: Police					
Addition	<u>Video Review/Redaction Fee</u>	<u>\$46.00</u>	<u>Per video hour reviewed</u>	<u>Minutes reviewed in excess of video-hour reviewed shall be rounded down to the nearest hour. For victim requests, the fee shall be waived as required by A.R.S. §39-127.</u>	Adding fee per ARS 39-129. This fee will be used to supplement the cost of employing individuals responsible for reviewing and redacting various forms of video for public records requests.
	Video Review/Redaction Fee	\$46.00	Per video hour reviewed	Minutes reviewed in excess of video-hour reviewed shall be rounded down to the nearest hour. For victim requests, the fee shall be waived as required by A.R.S. §39-127.	
DEPARTMENT: Court					
Modification	<u>Fee for Taking Default Judgment Fee for processing a case default</u>	<u>\$65.00</u>	<u>Per judgment Per case default</u>	Town Magistrate may waive fee based on defendant's financial report or in the interests of justice	July 22, 2019 / Ordinance No. 2019.015
	Fee for processing a case default	\$65.00	Per case default	Town Magistrate may waive fee based on defendant's financial report or in the interests of justice	