



# CITY OF RAPID CITY

RAPID CITY, SOUTH DAKOTA 57701-2724

---

## Community Planning & Development Services Department

300 Sixth Street

Brett Limbaugh, Director  
Community Planning & Development Services  
city web: [www.rcgov.org](http://www.rcgov.org)

Phone: 605-394-4120  
Fax: 605-394-6636  
e-mail: [Brett.Limbaugh@rcgov.org](mailto:Brett.Limbaugh@rcgov.org)

### MEMORANDUM

TO: Chairman and Members of the Legal and Finance Committee

FROM: Brett Limbaugh, Director CPDS

DATE: March 14, 2012

RE: Fee Resolution

The Community Planning & Development Services Department has worked diligently with the Second Floor Committee over the last year to draft new ordinances designed to streamline the development review process. As these new ordinances are drafted Staff has been removing the exact fee amounts from the municipal code in favor of a fee resolution that can be approved and amended by the City Council. As an example the new subdivision ordinance (Title 16) and the sidewalk vendor and sidewalk café ordinance amendments (within Title 12) contained paragraphs stating that the fees for these processes will be approved by a resolution approved by City Council. Both Title 16 and Title 12 will become effective on March 23<sup>rd</sup> so it is critical to approve the fees at the March 19<sup>th</sup> City Council meeting.

The fees in this resolution did not increase but are a reflection of the fee amounts presently charged by the Department by ordinance and/or policy. Staff has added duplication fees to the resolution to formalize the cost of paper, ink and staff time needed to produce copies.

Fees for Title 15 Building and Construction will be brought to City Council at a later date since those sections are in the process of being revised by Staff.



EQUAL HOUSING  
OPPORTUNITY

EQUAL OPPORTUNITY EMPLOYER