



***Cost Savings & Revenue Enhancement  
Committee –  
Board of Representatives***

Frank Cerasoli, Co-Chair      Keith Silver, Co-Chair

## **Committee Report**

**Date:** Monday, July 18, 2016  
**Time:** 6:30 p.m.  
**Place:** Republican Caucus Room, 4<sup>th</sup> Floor Government Center, 888  
Washington Boulevard, Stamford, CT

The Cost Savings & Revenue Enhancement Committee met at the above date and time. In attendance were Chair Cerasoli, Vice Chair Silver and Committee Member Reps. Fedeli, Liebson, Mitchell, Okun and Zelinsky. Absent or excused was Committee Member Rep. Quinones. Also present were Rep. Ryan, Jay Fountain, Acting OPM Director; and Robin Stein, Special Assistant to the Mayor.

Chair Cerasoli called the meeting to order at 7:05 p.m.

<b>Item No.</b>	<b>Description</b>	<b>Committee Action</b>
1. <a href="#">CS29.016</a>	RESOLUTION; Increasing the fees for applications to the Planning Board, Zoning Board and Zoning Board of Appeals. 05/03/16 – Submitted by Rep. Zelinsky	Held 5-0-0

*Secondary Committees: Operations and Land Use/Urban Redevelopment*

Mr. Stein distributed the attached [proposed draft ordinance](#). He noted that the current fees had been adopted in 2002, 2003, and 2008. He noted that the fees should be amended by ordinance, although they have been amended by resolution in the past and there is an old legal opinion suggesting that the land use boards can change fees on their own. In preparing the proposed draft, he looked at fee schedules of neighboring communities and the increase in the CPI over the past 10 years. Since the CPI has increased 20%, he is proposing a 20% increase in all fees. This would put the fees in the range of neighboring communities. If these fees had been increased last year, it would have resulted in an additional \$84,000 in revenue. Mr. Fountain distributed the attached [memo](#) supporting the proposed increase.

Committee members discussed with Mr. Stein and Mr. Fountain:

- Whether the CPI is an appropriate standard
- Whether neighboring communities' rates are relevant

- Whether these fees/increases relate to the costs incurred by the Land Use Departments
- How to structure the fees progressively rather than as flat fees (in addition to the additional fees for the number of dwelling units or commercial units), so that larger projects pay higher fees
- Getting an opinion from Corporation Counsel as to whether this needs to be done by ordinance or resolution
- Whether these fees are consistent with the requirements of State law regarding the ability of municipalities to recover their costs
- Stamford is one of the few communities with a Zoning Permit fee
- Whether this should be an ordinance or a resolution and whether these fees should be determined by the Board of Representatives or the Land Use boards (as determined by Corporation Counsel)
- What constitutes a “fair” fee
- It will be difficult to determine the amount of time spent, since it varies by project and sometimes no application is filed

Mr. Stein and Mr. Fountain agreed to provide committee members with an idea of the costs incurred by the Land Use bureaus in processing the applications

A motion to hold this item was made, seconded and approved by a vote of 5-0-0 (Reps. Cerasoli, Silver, Liebson, Mitchell and Zelinsky in favor).

Co-Chair Cerasoli adjourned the meeting at 7:15 p.m.

Respectfully submitted,

Frank Cerasoli, Co-Chair

This meeting is on [video](#).