



TO: Gahanna City Council
Clerk of Council

FROM: Michael Blackford, Director of Planning
Kevin Schultz, Senior Director of Operations Director
Mayor Laurie A. Jadwin

Cc: Priya Tamilarasan, City Attorney
Joann Bury, Director of Finance

DATE: January 30, 2024

SUBJECT: Dept. of Planning - Request for Council Action (February 12, 2024 COTW Meeting)

ACTION ITEMS

ACTION ITEM #1: BUILDING AND ZONING FEE SCHEUDLE UPDATE

The Administration is proposing revisions to the Building and Zoning fee schedule to account for process changes associated with the updated Zoning Code, to clarify application processes, and to update the fees collected.

Changes to Development Plan and Preliminary Plat fees are to account for changes to processes associated with the updated Zoning Code. The updated Zoning Code establishes a new type of development plan application to improve the permitting process. Creating a development plan application eliminates the need for two separate applications (Final Development Plan and Design Review). The preliminary plat fee is eliminated as the application is no longer required.

Increases associated with Fence and Floodplain permits account for the various departments, inspections, and consultants associated with this permitting process. Master Sign Permit (MSP) was added to the fee schedule to account for an existing process. No change to the MSP fees are proposed.

Changes to application types and processes related to the updated zoning code and the fee schedule should be effective at the same time as the updated code. The Administration respectfully requests an Ordinance to adopt the updated Building and Zoning Fee Schedule as presented.

Requested Legislation and Funding:

Legislation Needed:	Ordinance
Emergency/Waiver:	N/A
Vendor Name:	N/A
Vendor Address:	N/A
Already Appropriated:	N/A
Supplemental/Transfer:	N/A

Attachments:

PLN - ATT - 2024 Building and Zoning Fee Schedule – Redline.pdf

PLN - ATT - 2024 Building and Zoning Fee Schedule – Clean.pdf