



STAFF REPORT

Report To: Board of Supervisors

Meeting Date: August 2, 2018

Staff Contact: Lee Plemel, Community Development Director

Agenda Title: For Possible Action: To adopt a Resolution establishing the Carson City Capital Improvements Advisory Committee pursuant to NRS 278B.150, designating the Planning Commission as the Committee, and adding one representative from the development or building industry and one representative from the real estate industry to the Committee.

Staff Summary: The Board of Supervisors has directed staff to explore building impact fees for new development, specifically for fire facilities and streets. Impact fees and the processes to implement an impact fee are regulated under NRS Chapter 278B, which requires the creation of a Capital Improvements Advisory Committee to make recommendations to the Board of Supervisors regarding proposed impact fees, the capital improvement plans to which the impact fees would apply, and the land use growth assumptions upon which an impact fee would be based. The establishment of the Capital Improvements Advisory Committee is the first step in the process to explore the feasibility of development impact fees.

Agenda Action: Resolution

Time Requested: 20 minutes

Proposed Motion

I move to adopt Resolution No. 2018-R-__ establishing the Carson City Capital Improvements Advisory Committee pursuant to NRS 278B.150, designating the Planning Commission as the Committee, and adding one representative from the development or building industry and one representative from the real estate industry to the Committee.

Board's Strategic Goal

Sustainable Infrastructure

Previous Action

February 5, 2018: At its annual goal-setting retreat, the Board of Supervisors directed staff to explore impact fees as a possible way to help pay for fire facilities and street improvements.

Background/Issues & Analysis

Building impact fees, as allowed under NRS Chapter 278B, are fees that are paid at the time of building permit issuance for new construction to pay for specific capital improvement projects. This can include fees on residential, commercial and industrial development projects. NRS Chapter 278B limits the type of capital improvement projects for which impact fees can be used to drainage, fire station, park, police station, sanitary sewer, storm sewer, street and water projects. Impact fees can only pay for the cost of construction of improvements, and cannot be used for ongoing maintenance. In addition, new construction can only be charged an impact fee based on its proportionate impact attributed to the development paying the impact fee.

The establishment of a Capital Improvements Advisory Committee ("Committee") is the first step required in the process to evaluate and implement building impact fees. In order to implement an impact fee, all of the following must be completed:

1. The Board of Supervisors adopts a Resolution to establish a Capital Improvements Advisory Committee. The Committee may be the Planning Commission plus a representative from the real estate, development or building industry.
2. The Board appoints the additional Committee member(s).
3. The Committee reviews land use assumptions to be used for the Capital Improvements Plan (CIP) and makes a recommendation to the Board.
4. The Board approves the land use assumptions and directs staff to develop a CIP for the proposed improvements.
5. After the CIP is done, the Committee reviews the CIP to file written comments to the Board.
6. The Board adopts the CIP and implements the Impact Fee by ordinance.

Attached is the presentation given to the Builders Alliance of Nevada president and the Government Affairs Director for Central Nevada for Carrara Nevada and representative of the Sierra Nevada Association of Realtors, which includes more information on the issues related to fire facilities and street improvements.

While the Committee does not have to include the Planning Commission, staff recommends appointing the Planning Commission as the Committee for efficiency as well as the Planning Commission's expertise on land use and growth matters. NRS Chapter 278B allows the Planning Commission to be appointed as the Committee provided that the Board appoints "at least one representative of the real estate, development, or building industry" to serve as a voting member of the Committee. Based on discussions with the local development and real estate industries, staff recommends adding a member from each of those industries.

Contact Lee Plemel at 283-7075 or lplemel@carson.org if you have questions regarding this item.

Applicable Statute, Code, Policy, Rule or Regulation

NRS CHAPTER 278B (Impact Fees for New Development)

Financial Information

Is there a fiscal impact? Yes No

If yes, account name/number: N/A

Is it currently budgeted? Yes No

Explanation of Fiscal Impact: In addition to staff time, a Capital Improvements Plan will need to be created to establish the fees that may be collected and projects for which the fees may be used. The implementation of an impact fee would generate revenue for the City that would be used to offset the costs from other City accounts for the applicable improvements.

Alternatives

Do not establish the Committee and do not pursue development impact fees.

Attachments:

- 1) Resolution
- 2) Impact Fees presentation

Board Action Taken:

Motion: _____

1) _____

2) _____

Aye/Nay

(Vote Recorded By)

RESOLUTION NO. 2018-R-_____

A RESOLUTION ESTABLISHING THE CARSON CITY CAPITAL IMPROVEMENTS ADVISORY COMMITTEE PURSUANT TO NRS 278B.150, DESIGNATING THE PLANNING COMMISSION AS THE COMMITTEE AND ADDING ONE REPRESENTATIVE FROM THE DEVELOPMENT OR BUILDING INDUSTRY AND ONE REPRESENTATIVE FROM THE REAL ESTATE INDUSTRY TO THE COMMITTEE.

WHEREAS, pursuant to NRS Chapter 278B (Impact Fees for New Development), the Carson City Board of Supervisors must establish by resolution a Capital Improvements Advisory Committee to advise on proposals to implement an impact fee; and

WHEREAS, NRS Chapter 278B allows a city to implement impact fees for capital improvement projects, specifically drainage, fire station, park, police station, sanitary sewer, storm sewer, street and water projects; and

WHEREAS, the Board of Supervisors desires to explore the positive and negative aspects of implementing an impact fee for capital improvements including, without limitation, fire facilities and street improvements; and

WHEREAS, the Board of Supervisors understands that the impacts of new growth on the community can have a negative impact on the City's ability to provide services to the existing community as well as new residents.

NOW, THEREFORE, BE IT RESOLVED that the Carson City Board of Supervisors hereby establishes the Carson City Capital Improvements Advisory Committee ("Committee") pursuant to NRS Chapter 278B.150.

Be it further resolved:

1. The Committee shall consist of the seven-member Planning Commission with the addition of one representative from the development or building industry and one representative from the real estate industry to the Committee, for a total membership of nine people.
2. The Committee's duties shall include those authorized by NRS Chapter 278B.150 for the purpose of implementing an impact fee for a capital improvement project, which includes:
 - a. Review the land use assumptions and determine if they are in conformance with the Carson City Master Plan;
 - b. Review capital improvement plans and file written comments regarding such plans;

- c. Every three years file reports to the Board of Supervisors concerning the progress of the City carrying out approved capital improvement plans;
 - d. Report to the Board of Supervisors any perceived inequities in the implementation of the capital improvements plan or the imposition of an impact fee; and
 - e. Advise the Board of Supervisors of the need to update or revise the land use assumptions, capital improvements plan and ordinance imposing an impact fee.
3. The Committee shall meet as needed during the regular meeting dates of the Planning Commission.
4. The Committee shall operate and conduct meetings in accordance with the Carson City Planning Commission Bylaws, except as follows:
- a. The terms of the representatives on the Committee from the development or building industry and from the real estate industry shall be four years beginning on the date of the adoption of this Resolution.
 - b. The members of the Committee shall elect a chair and vice-chair at its first meeting and annually thereafter after from the date of such election. The chair and vice-chair of the committee need not be the same as for the Planning Commission.
 - c. A quorum of the Committee means five members or another proportion established by law.

Upon motion by Supervisor _____, seconded by Supervisor _____, the foregoing Resolution was passed and adopted this ____ day of _____, 2018 by the following vote:

AYES: _____

NAYS: _____
 ABSENT: _____
 ABSTAIN: _____

 Robert L. Crowell, Mayor

ATTEST:

Sue Merriwether, Clerk

Impact Fees

Lee Plemel, Community Development
Sean Slamon, Fire Chief
Darren Schulz, Public Works

Presentation Overview

Lee:

- Impact Fee implementation process

Chief Slamon:

- Current Fire service needs and impacts from growth

Darren:

- Current Streets needs and impacts from growth



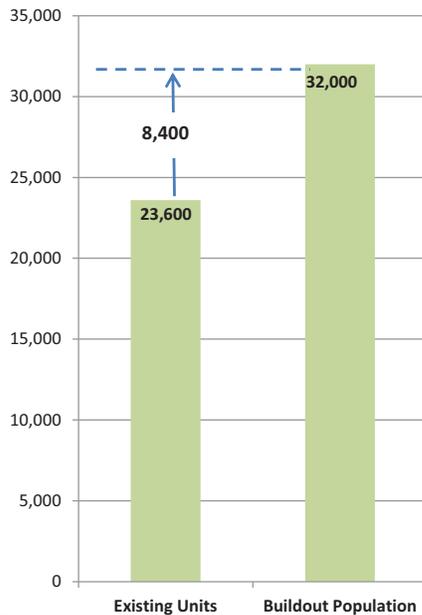
CARSON CITY FIRE DEPARTMENT

"Service with Pride, Commitment, Compassion"



Residential Growth

Residential Units



Potential Units in Existing Residential Areas



Impact Fees May Be Use For:

- “Capital Improvements,” which is limited to the following projects (NRS 278B.020):
 - *Drainage*
 - *Fire Station*
 - *Park*
 - *Police*
 - *Sanitary Sewer*
 - *Storm Sewer*
 - *Street*
 - *Water*
- Impact fee can pay for cost of construction and expansion only; no maintenance
- Impact fee can only pay for the proportionate share of impacts attributed to the growth that is paying the fee.

Impact Fee Implementation

1. The Board of Supervisors adopts a Resolution to establish a Capital Improvements Advisory Committee.
 - May be the Planning Commission plus at least one representative from the real estate, development or building industry.
2. The Board appoints the additional Committee members.
 - The Nevada Builders Alliance and Sierra Nevada Realtor's Association recommend having a representative from the two industries.
3. The Committee reviews land use assumptions to be used for the CIP and makes a recommendation to the Board.
4. The Board approves the land use assumptions and directs staff to develop a CIP for the proposed improvements.
5. After CIP is done, the Committee reviews the CIP to file written comments to the Board.
6. The Board adopts the CIP and implements the Impact Fee by ordinance.

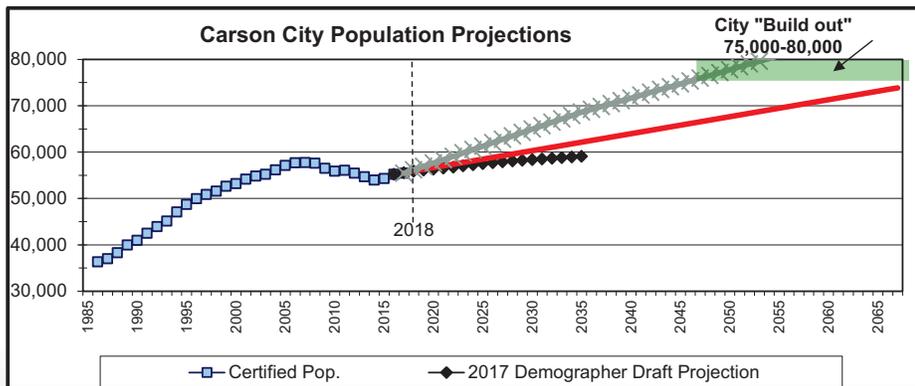
Fire Service Growth Impacts

- **Strategic Goal**
- ***Ensure a safe community through proactive and responsive protection of life and property.***
- **Background**
- 2001 Abbey Group- Sheriff & Fire Master Plan- Finding:
 - Fire Department staffing is significantly below national standards
- 2008- Citizens Ad Hoc Committee- Public Safety Services recommendations:
 - Add an additional 24 hour ambulance
 - Add a 40 hour ambulance (Completed 2017/ BLS ambulance)
 - Add an additional engine company
 - Add a new Fire Station
- 2016 – Lompa Ranch North \$1,000/unit Fire fee (\$1.45 MM)

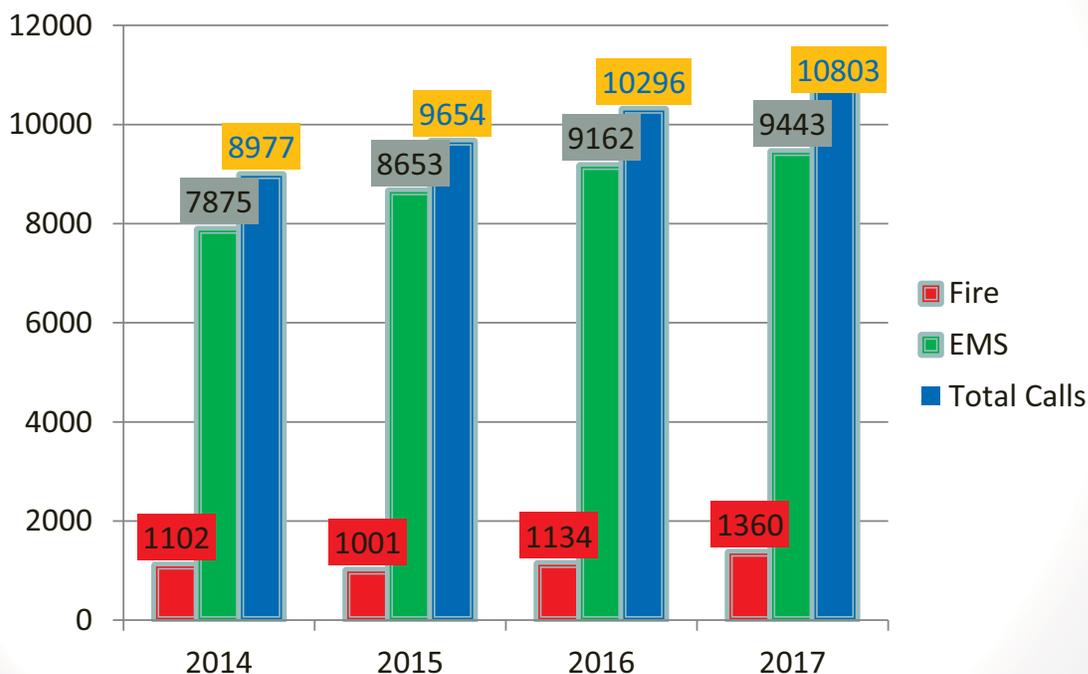
Fire Service Growth Impacts

Current State of Department- Call Volume

- 10,803 responses in 2017- 5% increase from 2016
- Averaging a 5%-8% annual increase in responses
- Mutual Aid received 2017= 288: Up 88% from 2016
- Mutual Aid provided 2017= 228: Up 46% from 2016
- * Carson City has had little population growth during this time.



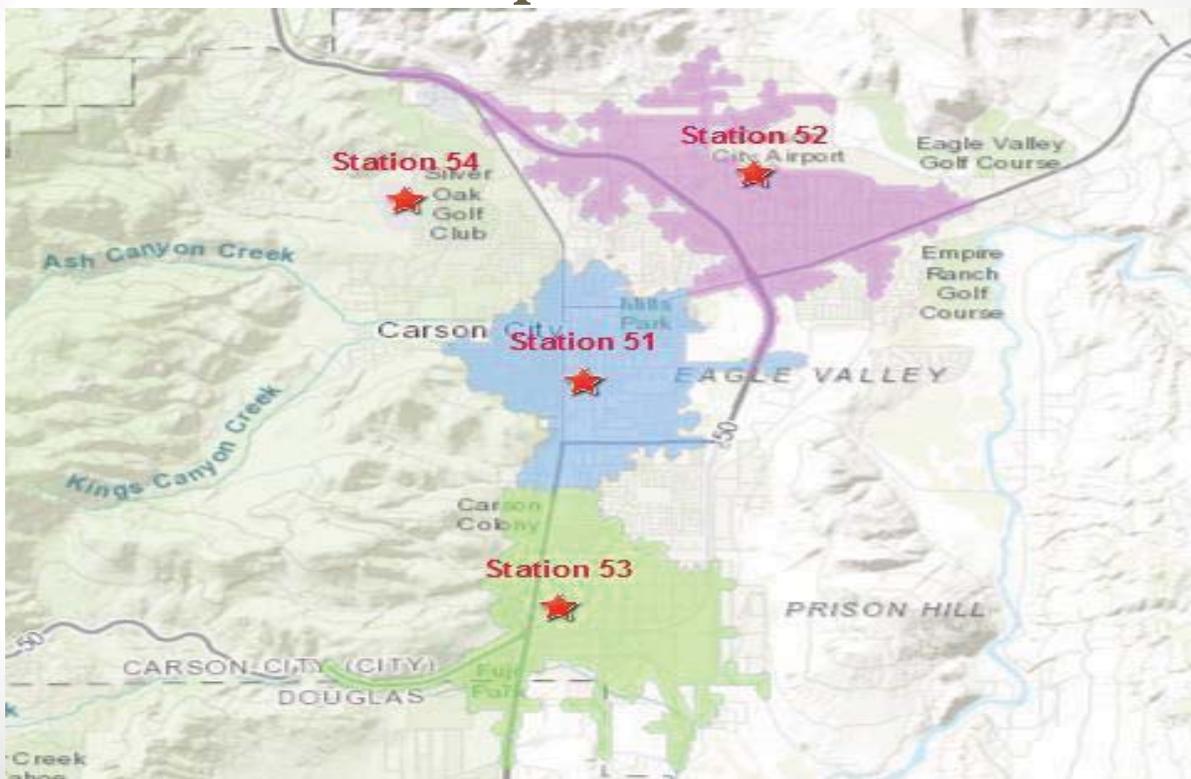
Fire Service Growth Impacts



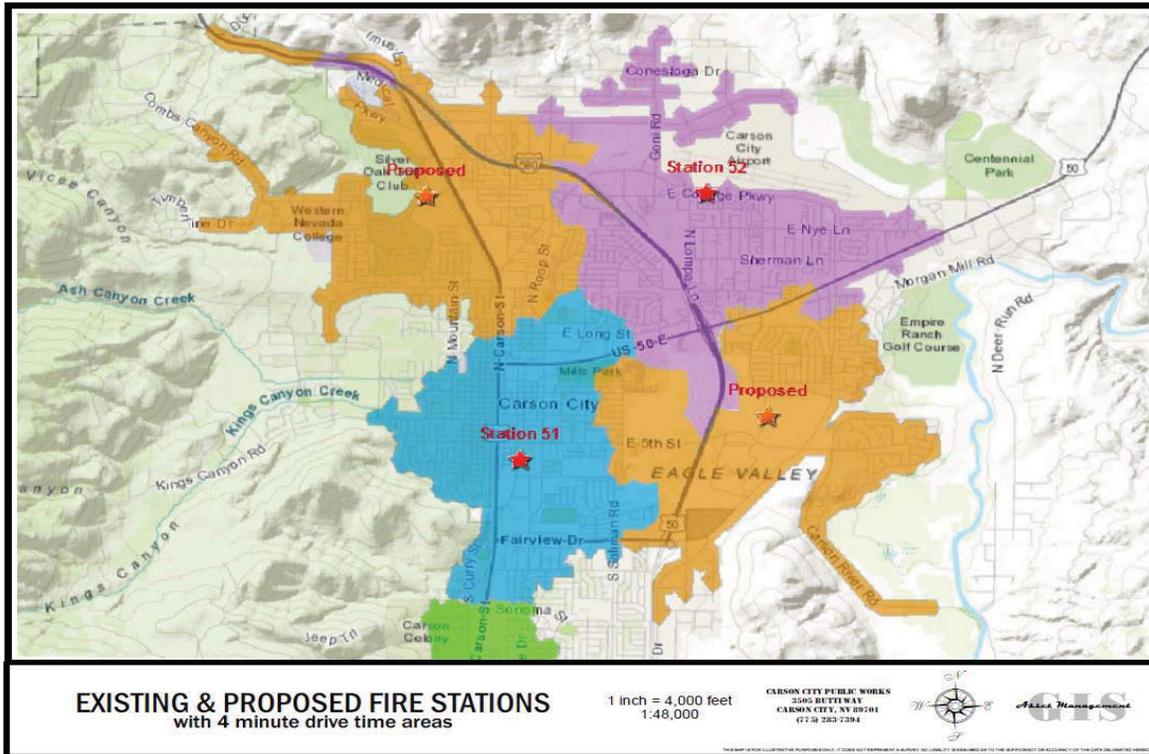
Fire Service Growth Impacts

- **Response Time Impact:**
- Board of Supervisors set response time goal 4 minutes or less 90%
- 2017 average response time = 4.5 minutes
- Total response time from call received to on scene= 8 minutes
- Response times are impacted by:
 - Number of resources
 - Location of resources
 - Traffic

4 Minute Response Time



Additional Station Examples



Fire Service Growth Impacts

- Additional growth without added resources will have a negative impact on EMS and Fire protection
 - Response times will increase resulting in:
 - Reduced Cardiac and Traumatic injury save rates
 - Increased fire dollar losses
 - Increased reliance on mutual aid
 - Overstressed workforce = increase in resignations, job related injuries, sick leave.
- Fire Department needs to address growth:
 - New Fire Station- East side
 - New Fire Station- North West
 - Minimum of 1 additional engine/truck at least 1 additional ambulance

Fire Service Growth Impacts

New Fire Station Projection:

- Considering the current annual call volume increases
- Increased percentages of mutual aid reliance from outside agencies
- Projected building and population growth

Carson City will need an additional Fire Station within the next 5 years.

**** Estimated cost for Fire Station is \$5-7 Million.***

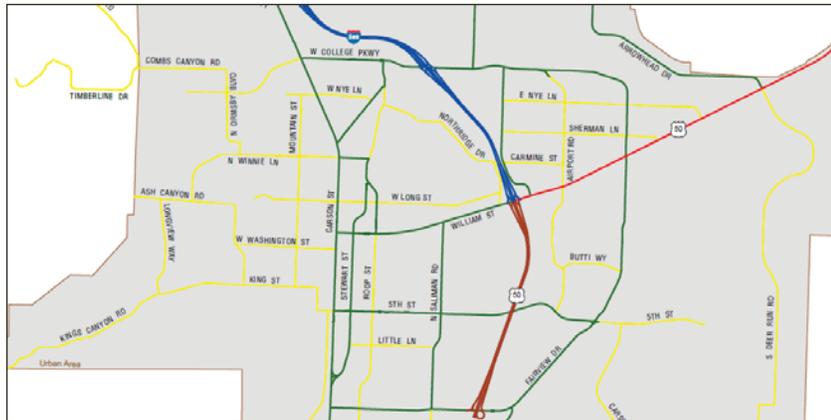
Fire Service Growth Impacts

- Other Alternatives
 - Sprinkler mandate for all new buildings
 - Cons- Will not address medical, rescue and other emergencies.
 - Still requires fire apparatus to respond.

Streets Growth Impacts



- More homes generate more trips – not just in the new development, but across and through Carson City – resulting in more congestion and the need for improvement and expansion of street facilities.



Streets Growth Impacts

- An impact fee would be used to help fund:
 - 1) Constructing new traffic signals/roundabouts to existing intersections;
 - 2) Adding additional travel lanes or lane reconfiguration to existing streets – additional vehicles may change the classification of the street to a higher class resulting in needed safety improvements;
 - 3) Adding turn lanes;
 - 4) Improving parallel streets when primary travel routes reach capacity;
 - 5) Improving or modifying signal infrastructure (expanded, timing/coordination adjustments, inductive loops) to accommodate increased demand and new travel patterns;
 - 6) Safety improvements, including full-block ADA improvements to corners/ramps;
 - 7) Overhead lighting;
 - 8) Signage and striping;
 - 9) Ped and bike circulation improvements connecting to City network as demand increases;
 - 10) Transit Service changes to accommodate increased demand (additional stops, stop infrastructure, additional vehicles/drivers, and route changes).

Streets Growth Impacts, cont.

- Determining what the cost of the impact fee would be:
 - Street impact fees could be charged for residential, commercial, and/or industrial development – all land uses generate increased trips
 - Various ways to calculate actual fee:
 1. By square footage: The fee is determined by multiplying the total building square footage (excluding porches, garages and patios) by a predetermined number (\$.25 to \$2.50).
 2. Flat fee for each unit regardless of size.
 3. Impact fee based on generated trips or vehicle miles of travel (VMT).

The total estimated cost of these street impacts is \$425K per year.

Questions?

Lee Plemel, Community Development
Sean Slamon, Fire Chief
Darren Schulz, Public Works