

The Transportation Development Review Fee

What is it?

This fee is assessed to pay for time spent by Transportation Services employees doing various development review processes.

Who pays it?

The fee is due from anyone who applies for City approval of plans for improvements that will be accepted by the City of Fort Collins to own and/or maintain. In addition, fees are required to be paid by anyone needing other services provided by the Transportation Service development review staff that are listed in the Table of Fee Rates.

Why is it needed?

It has been a policy of the City of Fort Collins since 1994 to charge fees for services related to development review to recover about 80% of the cost to the City. The remaining 20% was determined to reflect the benefit to the public at large for work performed by development review staff.

When are these fees paid?

Transportation Development Review Fees are due at the time of submittal of the application for each of the review processes shown in Table of Fee Rates. Payment must be made by check separate from payment to Current Planning.

Other Fees

The Transportation Development Review Fee is separate from, and in addition to, the fees charged by the Current Planning Department for development review services.

Application Process

Applications are available at the City of Fort Collins Engineering Department at 281 North College Avenue. Copies of the applications may also be copied from the City of Fort Collins website: at <http://www.fcgov.com/engineering/>. A completed and signed application is to be submitted to the Engineering Department along with all of the required information indicated on the application for the process requested.

Process Time Required

The time required to complete each process on the application will vary. Please discuss the time requirements with the Development Review Manager, at (970) 221-6605.

Extra Fees May Be Charged

Applicants for some projects experience multiple re-submittals prior to acceptance as meeting City requirements. Please note that for Project Development Plan (PDP) and the Final Plan review processes, the number of rounds of review is limited to 3 rounds for a PDP and 2 rounds for a Final. Additional re-submittals will require the payment of \$500 along with another application checked as "Additional round of review."

Expiration

Once an application is submitted, the project is subject to the time requirements for completion of the review as stated in the City of Fort Collins Land Use Code. These deadlines apply only to submittals for (1) Overall Development Plan, (2) Project Development Plan, and (3) Final Plan. If the project expires, the applicant must submit another application and fee to start the process again. (Refer to the City of Fort Collins Land Use, Section 2.2.11 for the specific information on deadlines.)

Further Clarification of Terms/Process

When must a fee be paid for processing vacations and dedications of easements and rights-of-way?

Projects submitted for platting or re-platting

On projects where a plat is submitted for approval and easements and rights-of-way are shown to be dedicated the plat, no fee is required for those dedications. The fee is required for the processing of deeds of dedication that are for easements and rights-of-way that are outside of the plat boundaries.

Projects submitted that are already platted

Fees for the processing all vacations and dedications of easements and rights-of-way must be paid for each separate legal description submitted.

What is a Road Project?

A **Road Project** is a development project where the developer only plans to design and construct streets. Approval for land use adjoining the road shall follow.

Questions

If you have any questions regarding the Transportation Development Review Fee, please contact the Development Review Manager at (970) 221-6605.