

**Planning and Zoning Commission Meeting Minutes of January 10, 2017:**

**16-358M Consider/Discuss/Comment on an Amendment to the Capital Improvements Plan for Utility Impact Fees and the Imposition of Updated Utility Impact Fees**

Ms. Jennifer Arnold, Planning Manager for the City of McKinney, explained the proposed amendments to the Capital Improvements Plan for utility impact fees and the imposition of updated utility impact fees. She stated this request was to provide comments that would be forwarded on to the City Council meeting on February 7, 2017. Ms. Arnold stated that the Planning and Zoning Commission serves as the Capital Improvements Advisory Committee (CIAC), which oversees the Utility Impact Fee ordinance. She stated that there had recently been a change in City practice, which caused the need to update our Impact Fee ordinance to reflect the change. Ms. Arnold stated that the two major changes seen is that the City no longer issues 1 ½" water meters and the City stopped issuing compound and turbine meters. She stated that utility impact fees are assessed and charged based on meter size and meter type. Ms. Arnold stated that with these changes in City practices we need to update the ordinance. She stated that the proposed changes would have an impact on the fees that are charged. She stated that one of the attachments in the Impact Fee ordinance was a Capital Improvement Plan (CIP) Report. Ms. Arnold discussed the differences between the 2013 Capital Improvements Plan (CIP) Report compared to the 2017 Capital Improvements Plan (CIP) Report. She discussed the necessary changes to the fee structure showing the previous and proposed meter size, meter type, and combined utility impact fee charged. Ms. Arnold stated that the simple meter in ¾" and 1" meter sizes were the most

common type of meter sizes that the City issues and the impact fee charged for these would go down. She stated that, based upon City Council's action, Staff will update the Impact Fee ordinance accordingly. She offered to answer questions.

Chairman Cox left the meeting. Vice-Chairman Zepp continued the meeting.

Commission Member Cobbel asked about the meter sizes and how that affects the flow. Ms. Arnold stated that the new meter changes should help the efficiencies of tracking the flows better.

Commission Member Smith stated that she appreciated all of the work that had gone into the proposed amendments. She was glad to see the City was in compliance, given that it was heavily regulated. Commission Member Smith stated that she did not think that you could go too far in finding ways to be more efficient, especially with the water flow in our system. She stated that she would absolutely support the recommendations of Staff.

Ms. Arnold stated that the process for determining the fee is quite technical and handled by an outside engineering firm that specializes in this type of work. She stated that next year the city would likely be going through a major update of the Impact Fee ordinance.

Vice-Chairman Zepp stated that when you decrease the meter billing schedules that it simplifies it for everyone.

On a motion by Commission Member Cobbel, seconded by Commission Member McCall, the Commission voted unanimously to forward the comments regarding the amendment to the Capital Improvements Plan for utility impact fees and the imposition of updated utility impact fees on to City Council.

Vice-Chairman Zepp stated that the comments of the Planning and Zoning Commission will be forwarded to the City Council meeting on February 7, 2017.