

RESOLUTIONS OF THE CITY OF HELENA, MONTANA

RESOLUTION NO. _____

**A RESOLUTION OF INTENTION TO SET FEES TO BE CHARGED FOR VARIOUS
LAND USE AND SUBDIVISION REVIEW APPLICATIONS WITHIN THE PLANNING
DIVISION OF THE DEPARTMENT OF COMMUNITY DEVELOPMENT AND
REPEALING RESOLUTION NO. 11093**

WHEREAS, pursuant to the Helena City Code 1-5-9: Fee and Charge Amounts: The specific amount of any fees and charges imposed will be established and adjusted by the City Commission in a manner provided in Title 7, Chapter 5, Part 1 of the Montana Code Annotated;

WHEREAS, various charges for certain land use applications and other planning division processed requests are necessary and reflect the partial cost of providing application processing, review and public noticing and presentation for consideration by the City's various boards and commissions;

WHEREAS, the land use application fees are set to be as equitable as possible while offsetting the impact to the general fund for those services with which the fees are associated;

WHEREAS, the fees referenced herein and shown in Exhibit A will be fully implemented within three (3), with increases occurring on July 1, 2025 and July 1, 2026.

WHEREAS, the current fee schedule for the planning division

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of the Community Development Department (Helena Planning Department) was established by Resolution No. 11093 in January 1997 ; and

WHEREAS, it appears to be in the best interest of the City of Helena, and its citizens thereof, that the Helena City Commission hold a public hearing on the implementation of above mentioned fees and as further referenced and shown in Exhibit A.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE CITY OF HELENA, MONTANA:

Section 1. It is the intention of the City of Helena Commission to repeal Resolution No. 11093 and establish updated fees for various land use applications within the planning division of the Community Development Department as shown in Exhibit A.

Section 2. The Helena City Commission will hold a public hearing on this matter on August 12, 2024, in the Commission Chambers at 316 North Park Avenue in Helena, Montana, at 6:00pm and via Zoom Meeting at webinar ID: <https://us06web.zoom.us/j/89382079922> at which time all interested parties may appear and express their views of approval or disapproval on the proposed fees.

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PASSED AND EFFECTIVE BY THE COMMISSION OF THE CITY OF HELENA,
MONTANA, THIS 15th DAY OF JULY, 2024.

ATTEST:

MAYOR

CLERK OF THE COMMISSION

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Exhibit A - Planning Division Land Use, Subdivision Review, and Miscellaneous Fees w/ Three (3) Year Phased Implementation

Fee Category	Fee Name/Type	Fee at Adoption	Fee on July 1, 2025	Fee on July 1, 2026
Pre-Applications				
	Pre-Application Non-Subdivision Consultation	No Fee	No Fee	No Fee
	Subdivision Pre-Application Consultation	No Fee	No Fee	No Fee
Subdivision				
	Major Subdivision Preliminary Plat	\$475 Base + \$15/Lot	\$550 Base + \$15/Lot	\$625 Base + \$15/Lot
	Minor Subdivision Preliminary Plat	\$475	\$550	\$625
	Preliminary Plat Amendments	\$400	\$800	\$1,200
	Preliminary Plat Extension	\$375	\$775	\$1,150
	Subdivision Variance (each)	\$275	\$550	\$825
	Phased Commencement Review	\$375	\$750	\$1,125
	Major Subdivision	\$725	\$1,050	\$1,400
	Minor Subdivision	\$375	\$650	\$925
	*Amended Plat/COS	\$125	\$275	\$400
	Expedited Subdivision review	\$350	\$725	\$1,075
	Administrative Minor	\$375	\$775	\$1,150
Land Use/Zoning				
	Annexation	\$650	\$1,000	\$1,350
	Annexation w/Pre-Zone	\$1,025	\$1,475	\$1,925
	Pre-Zone/Zone Change	\$750	\$1,100	\$1,450
	Conditional Use Permit	\$825	\$1,200	\$1,575
	Conditional Use Permit Amendment	\$650	\$875	\$1,100
	Conditional Use Permit Extension	\$550	\$800	\$1,050
	Zoning Variance	\$550	\$750	\$950
	Zoning Ordinance Text Amendment	\$550	\$750	\$950
	Growth Policy/Land Use Map Amendment	\$575	\$975	\$1,150

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Site Plan Review				
	1 and 2 Residential Units	No Fee	No Fee	No Fee
	Commercial/Non-Residential/Multi-Unit Residential	See Fee Table - \$250 Base - \$750 Max Fee	See Fee Table - \$250 Base - \$750 Max Fee	See Fee Table - \$250 Base - \$750 Max Fee
Miscellaneous				
	Historic Demolition	\$200	\$200	\$200
	Tax Abatement Requests	\$175	\$175	\$175

* There is an additional \$200 fee charged for the County Survey Review Committee review

Commercial/Non-Residential/Multi-Unit Residential Site Review Fee Table			
Cost	Square Feet	Cost	Square Feet
\$ 250	1,000	\$ 510	27,000
\$ 260	2,000	\$ 520	28,000
\$ 270	3,000	\$ 530	29,000
\$ 280	4,000	\$ 540	30,000
\$ 290	5,000	\$ 550	31,000
\$ 300	6,000	\$ 560	32,000
\$ 310	7,000	\$ 570	33,000
\$ 320	8,000	\$ 580	34,000
\$ 330	9,000	\$ 590	35,000
\$ 340	10,000	\$ 600	36,000
\$ 350	11,000	\$ 610	37,000
\$ 360	12,000	\$ 620	38,000
\$ 370	13,000	\$ 630	39,000
\$ 380	14,000	\$ 640	40,000
\$ 390	15,000	\$ 650	41,000
\$ 400	16,000	\$ 660	42,000
\$ 410	17,000	\$ 670	43,000
\$ 420	18,000	\$ 680	44,000
\$ 430	19,000	\$ 690	45,000
\$ 440	20,000	\$ 700	46,000
\$ 450	21,000	\$ 710	47,000
\$ 460	22,000	\$ 720	48,000

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\$ 470	23,000	\$ 730	49,000
\$ 480	24,000	\$ 740	50,000
\$ 490	25,000	\$ 750	51,000
\$ 500	26,000		
\$250 minimum, plus \$10 per 1,000 square feet of gross floor area over 1,000 square feet with a cap/maximum of \$750.			

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