

EXHIBIT 3

Staff Time for Plan Review Items

There are 20 individuals involved in the Departmental Review Team (DRT) plan review process. This includes staff members from the following City Departments: Planning and Sustainability, Building and Neighborhood Services, Engineering, Fire, Police, Parks, Streets, and Water Management. The plan review fee submittal is meant to capture a portion, but certainly not all, of the staff time devoted to the review of the plans to ensure compliance with the City's various plans, policies, and standards (including the *Land Use Plan*, the *Greenway and Open Space Plan*, the *Zoning Ordinance*, the *Subdivision Regulations*, the *Transportation & Street Technical Standards*, *Municipal Code*, and other requirements). Some submittals require less review time than others. Conversely, some projects require much more review time than others, but the following provides an approximation of staff time devoted to review of an average item submitted for Planning Commission or Administrative Review:

- Pre-application conference: 1.5 hours (includes meeting and preparation time)
- Initial Submittal: 3.5 hours (1.5 hours of review and 2 hours spent in DRT)
- Resubmittal: 2.5 hours (1 hours review and writing up comments; 2 hours in DRT)
- Staff Reports: 1 hours (spent on write-up)
- Post-PC: 1 hours (review and comments write-up)

Individual staff time, per item: 9.5 hours

Total staff time, per item: 190 hours

Considering that the average hourly wage of a member of the DRT is \$22.00 per hour, this equates to a cost to the city of **\$4,180** per project for the plan review.