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**CITY OF SEWARD, ALASKA
RESOLUTION 2023-006**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SEWARD,
ALASKA, AMENDING THE CITY OF SEWARD 2023 FEE SCHEDULE,
ADDING A SHORT-TERM RENTAL PERMIT FEE OF \$50 TO THE
COMMUNITY DEVELOPMENT FEES**

WHEREAS, the Planning and Zoning Commission had four public work sessions on the short-term rental topic; and

WHEREAS, on October 11, 2022, the Planning and Zoning Commission passed Resolution 2022-023, recommending a \$50 fee for each separate rental listing; and

WHEREAS, \$50 is on the very low end of recommended and implemented fees for Short Term Rental permits; and

WHEREAS, City Council approved Resolution 2022-126: Adopting the Calendar Year 2023 City of Seward Fee Schedule during the December 12, 2022 Regular City Council meeting; and

WHEREAS, these fees will help defray the cost of the online registration tool, permit processing, and short-term rental tracking software.


NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SEWARD, ALASKA that:

Section 1. The Seward City Council hereby approves the 2023 Seward Fee Schedule as amended to include the \$50 Short Term Rental Permit Fee to the Community Development Fees as attached herein.

Section 2. This resolution shall take effect immediately upon its adoption.

PASSED AND APPROVED by the City Council of the City of Seward, Alaska, this 9th day of January, 2023.

THE CITY OF SEWARD, ALASKA




Sue McClure, Mayor

**CITY OF SEWARD, ALASKA
RESOLUTION 2023-006**

AYES: Barnwell, Osenga, Finch, McClure
NOES: DeMoss, Calhoon, Wells
ABSENT: None
ABSTAIN: None

ATTEST:


Brenda J. Ballou, MMC
City Clerk

(City Seal)



City Council Agenda Statement



Meeting Date: January 9, 2023

To: City Council

Through: Janette Bower, City Manager

From: Jason Bickling, Community Development Director

Subject: Resolution 2023-006: Amending the City of Seward 2023 Fee Schedule, Adding a Short-Term Rental Permit Fee of \$50 to the Community Development Fees

Background and justification:

Planning and Zoning held four public work sessions on 04/19/2022, 06/21/2022, 07/19/2022, and 09/27/2022 to discuss regulation strategies regarding Short-Term Rentals. From the research and discussion, the Planning and Zoning Commission has recommended the implementation of a \$50 permit fee for each separate rental listing.

This is very low compared to what is recommended as a standard and exercised in other, similar communities. These fees will help offset the costs of the Online Registration tool, permit processing, and the Short-Term Rental tracking software.

On October 11, 2022 the Planning and Zoning Commission passed Resolution 2022-023 which included:

15.10.226 (b) (13) All Short-term rentals business owners will be required to pay a \$50 permit fee for each separate rental listing.

This resolution would add that \$50 Short Term Rental fee to the 2023 City of Seward Fee Schedule.

Comprehensive and Strategic Plan Consistency Information

This legislation is consistent with (citation listed):

Comprehensive Plan: 3.2.1.2 Land Use-Expand Opportunity for affordable housing

Strategic Plan: _____

Other: _____

Certification of Funds

Total amount of funds listed in this legislation: \$ 0

This legislation (✓):

- Creates revenue in the amount of: \$ Based upon the number of permits issued
- Creates expenditure in amount of: \$ _____
- Creates a savings in the amount of: \$ _____
- Has no fiscal impact

Funds are (✓):

<input type="checkbox"/>	Budgeted	Line item(s): _____
<input checked="" type="checkbox"/>	Not budgeted	_____
<input type="checkbox"/>	Not applicable	_____

Fund Balance Information

Affected Fund (✓):

<input checked="" type="checkbox"/>	General	<input type="checkbox"/>	SMIC	<input type="checkbox"/>	Electric	<input type="checkbox"/>	Wastewater
<input type="checkbox"/>	Boat Harbor	<input type="checkbox"/>	Parking	<input type="checkbox"/>	Water	<input type="checkbox"/>	Healthcare
<input type="checkbox"/>	Motor Pool	<input type="checkbox"/>	Other	_____			

Note: amounts are unaudited

Fund Balance/Net position – restricted	\$	_____
Fund Balance/Net position – unrestricted/unassigned	\$	_____
Available Unrestricted Cash Balance:	\$	_____

Finance Director Signature: *Sully Jusino*

Attorney Review

<input type="checkbox"/>	Yes	Attorney Signature: _____
<input checked="" type="checkbox"/>	Not applicable	Comments: _____

Administration Recommendation

<input checked="" type="checkbox"/>	Adopt Resolution	
<input type="checkbox"/>	Other:	_____



City of Seward 2023 Fee Schedule

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Scheduled Rates, Charges, And Fees

Animal Control	
License Dog/Cat	\$ 5.00
Adoption Cat	\$ 10.00
Adoption Dog	\$ 15.00
Shelter Deposit (Refundable with Proof of Spay/Neuter)	\$ 40.00
Impound Fee 1st Offense	\$ 25.00
Impound Fee 2nd Offense	\$ 50.00
Impound Fee 3rd Offense	\$ 100.00
Boarding Fee Per Day	\$ 3.50

City Clerk's Office	
Headstone Deposit (Refundable)	\$ 100.00
Burial Permit	\$ 25.00
Business License Fee (Annual or Seasonal)	\$ 30.00
Business License Late Fee (Annual or Seasonal)	\$ 30.00
Mobile or Roving Vendor Application Fee	\$ 50.00
Mobile or Roving Vendor Permit Fee	\$ 250.00
Taxi Permit Fee (Per Vehicle)	\$ 100.00

Community Development	
Conditional Use Permit	\$ 330.00
Copies, 8½ x 11 & 11 x 17 B&W, Per Page	\$ 0.40
Copies, 8½ x 11 & 11 x 17 Color, Per Page	\$ 1.00
Employee Campground Permit (Annual Fee)	\$ 200.00
Encroachment Permit	\$ 80.00
Floodplain Permit	\$ 380.00
Land Use Amendment	\$ 300.00
Large Format Printing - 17 x 22 Per Page	\$ 15.00
Large Format Printing - 22 x 34 Per Page	\$ 20.00
Large Format Printing - 24 x 36 Per Page	\$ 25.00
Large Format Printing - 28 x 40 Per Page	\$ 30.00
Large Format Printing - 34 x 44 Per Page	\$ 45.00
Large Format Printing - 36 x 48 Per Page	\$ 65.00
Large Format Printing - Custom	\$ 100.00+Staff Time
Lease Amendment	\$ 130.00
Lease Assignment	\$ 80.00
Non-Conforming Certification	\$ 50.00
Preliminary Plat Review	\$ 75.00
Recording Fees	Set by State of Alaska
Rezoning (Zone District Change)	\$ 300.00
RV Park, Mobile Home/Camper Permit (Annual Fee)	\$ 200.00
<i>Short-term Rental Permit (annual fee for each separate listing)</i>	<i>\$ 50.00</i>
Sign Permit	\$ 30.00
Snow Clearing Service	Actual Cost + 25% Admin Fee
Site Plan Review	Included in Building Permit
Street Address Assignment	No Charge
Variance - Land Development Requirement	\$ 330.00
Variance - Sign	\$ 130.00
Zoning Code Appeal	\$ 350.00

Fire Department	
Explosive Permit – Short-Term	\$ 125.00
Explosive Permit – Long-Term	\$ 250.00
Explosive - Permanent Storage	\$ 250.00
Explosive - Fire Department Stand By (Hourly)	\$ 125.00
Fire Inspections – Short Term Rental	\$ 30.00
Fire Inspections - Alcohol/Marijuana	\$ 30.00
Fire Inspections - Hotel/Motel	\$ 120.00
False Alarm - 1-3 Calls	No Charge
False Alarm - 4th Call	\$ 100.00
False Alarm - 5th Call	\$ 125.00
False Alarm - 6th Call	\$ 300.00

Library	
Copies, Black and White – Self (per page)	\$ 0.20
Copies, Black and White – Staff (per page)	\$ 0.25
Copies, Color 8.5 x 14 (per page)	\$ 0.50
Copies, Color 11 x 17 (per page)	\$ 1.00
Bring Your Own New Paper	Half Price
Card Stock (Limited Availability)	\$ 0.50
Fax Rates - Up To 10 Pages	\$ 2.00
Fax Rates - Up To 20 Pages	\$ 4.00
Fax to Toll Free Number	Half Price
Fax Received (per page)	\$ 0.20
Printer Rate, Recycled Paper 1st 5 Free Then \$.10 per page	\$ 0.10
Printer Rate, New Paper (per page)	\$ 0.20
Printer Rate, Bring Your Own New Paper (per page)	\$ 0.10
Scan Rate - Per File	\$ 2.00
Notary Public Rate	\$ 3.00
Passports Execution Fee	\$ 35.00
Museum Admission Summer	\$ 4.00
Historic Trail DVD	\$ 15.00
Book Sales, Paperback	\$ 0.50
Book Sales, Large Paperback	\$ 1.00
Book Sales, Hard Cover	\$ 2.00
Book Sales, Auto/Video	\$ 2.00
Book Sales, Youth	Free
Magazines	Free
Lamination, Cold Self (per page)	\$ 1.00
Lamination, Cold Staff (per page)	\$ 1.50
8 GB USB Flash Memory Drive Purchase	\$ 5.00
Room Rental - Up To 3 Hours	\$ 25.00
Room Rental - 3-5 Hours	\$ 100.00
Room Rental - Up To 10 Hours	\$ 200.00

Parks and Recreation	
Campground Premium RV Site - Summer Only	\$ 65.00
Campground Water/Electric Site - Summer/Winter	\$ 55.00/\$25.00
Campground RV Dry - Summer/Winter Site	\$ 40.00/\$15.00
Campground Tent Site - Summer Only	\$ 20.00
Parking, Daily (Most Lots 3 Day Max, S Lot 7 Days & NE Lot 14 Days)	\$ 10.00
Parking, Daily Spring Creek	\$ 5.00
Parking, Seasonal Permits Commercial	\$ 350.00
Parking, Seasonal Permits Harbor Employees (All business in the harbor)	\$ 50.00
Parking, Seasonal Permits for Slip Holders	\$ 50.00
Parking, Seasonal Vehicle W/Trailer	\$ 200.00
Parking, Seasonal Visitor	\$ 100.00
Pavilion Branson Rental - 4 Hours	\$ 75.00
Pavilion First Lake Rental - 5 hours/Full Day	\$ 50.00/\$100.00
Pavilion Rotary Rental - 5 hours/Full Day	\$ 50.00/\$100.00
Ballfield Ryan Lewis & Citizen's Pavilion - 5 Hour	\$ 50.00
Ballfield Ryan Lewis & Citizen's Pavilion - Full Day	\$ 100.00
Ballfield Ryan Lewis & Citizen's Pavilion - Youth Program	\$ 25.00
Ballfield Ryan Lewis & Citizen's Pavilion - Non-Profit	No Charge
Ballfield John Perry Rental - 5 Hours/Full Day	\$ 50.00/\$100.00
Ballfield John Perry Rental - Youth Program	\$ 25.00
Ballfield John Perry Rental - Non-Profit	No Charge
Ballfield Little League Rental - 5 Hour/Full Day	\$ 50.00/\$100.00
Ballfield Little League Rental - Youth Program	\$ 25.00
Ballfield Little League Rental - Non-Profit	No Charge
Parks and Recreation Membership, 6 Punch Pass AVTEC Gym	\$ 20.00
Parks and Recreation Membership, 12 Punch Pass AVTEC Gym	\$ 40.00
Parks and Recreation Membership, Adult Year AVTEC Gym	\$ 100.00
Parks and Recreation Membership, Youth Year AVTEC Gym	\$ 50.00
Parks and Recreation Membership, Family Year AVTEC Gym	\$ 350.00