

**Department of City Development**

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May 8, 2014

To: David Brown, Director of Finance

From: Matthew Sadowski, Assistant Director of City Development

Re: Request By Racine Urban Garden Network (RUGN) for a reduction of the fee for a conditional use permit for a community gardens.



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At their meeting of May 12, 2014 I would like to discuss with the Finance and Personnel Committee a request the Department of City development has received from RUGN seeking a reduction in the fee charged to process a conditional use permit request for a community garden.

Our current fee is \$695 and reflects costs to the Department of City Development to process a typical/average conditional use permit. The current fee is very comparable to that charged by neighboring communities for the processing of a conditional use permit.

Past practice was to set an arbitrary fee to only "defray" costs of processing. The past fee was \$250.