



Metro District Fees Update

Res 2025-056

05/19/2025

Background and Context

- On January 6, 2025 (Ord 2661) Council repealed the moratorium on the processing of new service plans for residential metropolitan districts.
- Following the repeal, staff have worked to streamline and update the application process for metro districts in accordance with the new regulations for metro districts outlined in Ordinance 2549.
- Reviewing and updating the City fees associated with metro districts was one of those action items.
- The CMO, Community Development, Finance, and Legal worked collaboratively to update the fees associated with processing a metro district service plan application and enforcing applicable service plans.

Background and Context

- The annual oversight fee amount will go towards the yearly audit of metro districts in Commerce City.
 - The review fees are based on the average hourly rate of full-time employees and the estimated time to process an application.
 - Other applications and enforcement will be based on the same average hourly rate and will be the actual cost of time spent by staff. The average hourly rate will be updated yearly on January 1st and kept on file in Community Development.
 - Costs associated with third-party consultants for legal, financial, or other services associated with the review of an application or enforcement will be passed directly through to an applicant or metro district.
 - The new process for processing a metro district service plan application will go live on June 1st.
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Fee Update

- Fees are outlined in CCRMC Sec 13-1003
- Annual Oversight Fee: \$500 per district per year
 - This fee will be used to continue the annual audits of metro districts in Commerce City.
 - Works out to approximately \$14,500 in total.

Fee Update

- Service Plan Review Fees
 - Conceptual Review Letter: \$1,500
 - The concept letter is an overview of a new metro district service plan being contemplated in Commerce City.
 - New Service Plan Review: \$2,500
 - The service plan submittal is for new metro district service plans being established in Commerce City
 - Modification or amendment: \$1,500
 - Modifications are substantial modifications or amendments to already established service plans that require the approval of City Council.

Fee Update

- Other Applications: Actual Costs
 - Other applications include any requests that fall outside the conceptual review letter, new service plan review, or modifications.
- Enforcement Fee: Actual Costs
 - Enforcement covers administrative action taken by staff for metro districts that are operating outside of the City Council-approved service plan.
- Third-Party Services: Pass Through



Discussion/Questions?