MONTGOMERY COUNTY EXECUTIVE REGULATION

Offices of the County Executive • 101 Monroe Street • Rockville, Maryland 20850

Subject: Automation Enhancement Fee	Number 13-13T
Originating Department: Department of Permitting Services	Effective Date September 9, 2013

Montgomery County Regulation on

ADOPTION OF AN AUTOMATION ENHANCEMENT FEE
DEPARTMENT OF PERMITTING SERVICES

Issued by County Executive
Regulation No. 13-13T
COMCOR No. 08.24B.02

Authority: Montgomery County Code (2004) Section 8-13, 8-24, 8-25, 8-28, 17-2, 17-10, 17-20, 17-25, 17-27 19-6, 19-17, 19-30, 19-38, 19-45, 19-67, 22-13, 27A-5(e), 30-2, 30-11, 49-7, and 49-35
Council Review: Method 2 under Code Section 2A-15

SUMMARY: This regulation adopts an amended fee schedule to reduce the automation enhancement fee collected for the costs of automation and technology systems and services that support administrative and enforcement activities within the development process for which the department is responsible. This regulation reduces the automation enhancement fee from 10% of the regular permit or license fee to 5% of the regular fee.

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BACKGROUND INFORMATION: The services and customer interactions relative to Department services are delivered through business processes that are technology supported and dependent. While the Department has made use of technology in connection with permits, inspections, accounting and reporting since before 1998, the Department is expanding its use of technology to include development, implementation and support for electronic plans and electronic permits filing, review, processing, management, and fee collection and for improved customer service.

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COMCOR 08.24B.02 Adoption of an Automation Enhancement Fee

08.24B.02.01 Authorization

This regulation is adopted pursuant to the authority set forth in Sections 8-13, 8-24, 8-25, 8-28, 17-2, 17-10, 17-20, 17-25, 17-27, 19-6, 19-17, 19-30, 19-38, 19-45, 19-67, 22-13, 27A-5(e), 30-2, 30-11, 49-7, and 49-35 of the Montgomery County Code, 2004 as amended, in order to modify the automation enhancement fee for those administrative and enforcement activities within the development process for which the department is responsible. It is appropriate to set an automation enhancement fee schedule at a rate which will ensure the department will be able to pay for the automation and computer systems and services.

08.24B.02.02 Fee Rates

The automation enhancement fee is 5% of the regular fee, which has already been set by council resolution or Executive Regulation previously approved, for any permit, license, or activity for which the department is responsible. The automation enhancement fee is an addition to the regular fee and must be paid at the same time that the regular fee is due to the department.

08.24B.02.03 Effective Date

This regulation is retroactively effective on July 1, 2013.

Isiah Leggett, County Executive — Date 9/9/13

Approved as to form and legality:

Office of the County Attorney — Date 9/4/2013