



701 East Broadway, Columbia, Missouri 65201

Council Memo

Department Source: Community Development

To: City Council

From: City Manager & Staff

Council Meeting Date: August 3, 2026

Re: Unified Development Code Fee Schedule Revisions (Case # 198-2026) - Supplemental Impacted Ward: Citywide

Executive Summary

This supplemental memo, if approved, would further adjust the Unified Development Code (UDC) Fee Schedule such that all “base fees” for Planning and Zoning services would increase by \$50.00, the 2025 “mailed public notice and posting fee” would increase by \$25.00, and the “recording fees” charged by Boone County Recorder for plats and documents would be incorporated into the UDC. This supplemental memo has been precipitated following notice by the Boone County Recorder’s Office that “document” recording fees would be increasing and identification that the “recording fees” for services administered by the Community Development Department for UDC-related items were not fully contained within the existing “fee schedule”. The revised fees are intended to become effective on October 1, 2026 coinciding with the beginning of the FY 2027 Budget cycle. This amendment would be the first comprehensive fee increase relating to UDC case types since 2019 which were implemented with the FY2020 Budget.

Discussion

This amendment has been precipitated following notification on July 21, 2026, that the Boone County Recorder of Deeds would be increasing recording fees for “documents” such as easements and vacation ordinances which have historically only been referenced within the Unified Development Code (UDC) as part of its “fee schedule”. Following review of the current “fee schedule” it was determined that “recording fees” in generally, inclusive of plats and documents, were not within the UDC. To ensure transparency as well as ensure there is a full listing of all fees related to the development process which were shown within B171-26, introduced on July 20, 2026, the attached amendment has been prepared.

The amended ordinance simply adds the recording fees charged to the City of Columbia by the Boone County Recorder for “plats” and “documents”. All other fees as proposed within B171-26 remain unchanged. The new entries are simply being added to ensure clarity on what the fees are for a particular case type.

The fee increases are believed necessary to ensure that the charges for the services offered keep up with the staff costs associated with those services as well as those fees which are considered “pass-through” from another governmental agency.

Fiscal Impact

Short-Term Impact: Based on projected FY 27 case volume, revenue is estimated at approximately \$70, 717.

Long-Term Impact: None.

Strategic & Comprehensive Plan Impact[Strategic Plan Impacts:](#)

Primary Impact: Not Applicable, Secondary Impact: Not Applicable, Tertiary Impact: Not Applicable

[Comprehensive Plan Impacts:](#)

Primary Impact: Not Applicable, Secondary Impact: Not applicable, Tertiary Impact: Not Applicable

Legislative History

Date	Action
07/20/2026	First reading to revise UDC Fee Schedule. (B171-26)
09/02/2025	Adopted revisions to the UDC Fee Schedule. (Ord. 026076)

Suggested Council Action

Approve the attached amendment to the UDC Fee Schedule presented on July 20, 2026 (B171-26), adding "recording fees" for plats and documents to ensure full transparency relating to fees charged for UDC-related applications is shown within the UDC. The fees shown would become October 1, 2026.