

RESOLUTION NO. 13-2011

A RESOLUTION TO ESTABLISH A FEE RATE AND SCHEDULE FOR CITY SERVICES, PERMITS, APPLICATIONS, AND LICENSES (SUPERSEDES RESOLUTIONS NO. 13-2010 and NO. 21-2010).

WHEREAS, the City of Madras has incurred increasing expenses for various services provided to residents of the City of Madras; and

WHEREAS, it is necessary to review on a regular basis and bring current, fees and assessments charged by the City of Madras.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of Madras that the following attached fee rate and schedule shall be the current fees to be charged by the City Administrator for the various services, permits, applications, fees and licenses charged by the City of Madras.

<u>ADMINISTRATIVE FEES</u>	<u>AMOUNTS</u>
Building Permit	Uniform Building Code
City Review	\$ 100.00
Consent to Annex	\$46.00 Plus \$5.00 Each Additional Page
County Recording Fee	Actual cost of Recording per Jefferson County
Demolition Permit	County Building Dept.
Mechanical Permit	County Building Dept.
Mobile Home/Manufactured Home Placement Permit.	County Building Dept.
Non Remonstrance (recording fee)	\$46.00 Plus \$5.00 Each Additional Page
Right-of-Way Permit (Excludes Franchises)	\$ 75.00
Sanitary Sewer Permit	\$ 75.00
Sidewalk Permit	\$ 100.00
Vacation (Streets, Allies)	\$ 750.00
Water Permit	\$ 75.00

CITY TAX AND BUSINESS APPLICATIONS **AMOUNTS**

Auction License	\$	125.00/Day
Business License (Annual Fee)		
Inside City Limits	\$	50.00
Outside City Limits	\$	65.00
Transient Merchant (Limited Duration)	\$	50.00/Day
Seasonal Merchant	\$	125.00
Transfer or Replacement of Business License	\$	25.00
Revocable Registration – Street Vendor	\$	85.00
Business License List	\$	20.00 + Postage
Liquor License Applications		
New Applications	\$	100.00
Change-in-Ownership	\$	75.00
Renewals or Temporary Applications	\$	35.00

GOLF COURSE RATES **AMOUNTS**

Annual Memberships (Available Any Date)

Single	\$	450.00/Year
Couple	\$	550.00/Year
Senior Single (65 and older)	\$	400.00/Year
Senior Couple (65 and older)	\$	500.00/Year
Child (with annual parental membership)	\$	50.00/Year
Youth 17 and under (without annual parental membership)	\$	100.00/Year
Single ½ year	\$	275.00/6 mo
Couple ½ year	\$	325.00/6 mo

LAND USE APPLICATIONS/ORDINANCES **AMOUNTS**

Annexation	\$	1,000.00
Appeals		
Planning Commission	\$	500.00
City Council	\$	750.00

Community Development Structural Building Permit Fee
(Valuation provided by Building Department)

\$ 225.00 + .006 X Valuation \$ 0 to \$300,000
 \$ 2,025.00 + .005 X Valuation \$300,001 to \$1,000,000
 \$ 5,525.00 + .004 X Valuation \$1,000,001 to \$5,000,000
 \$21,525.00 + .002 X Valuation Over \$5,000,000
 For Example: A structure valued at \$450,000.00 would be figured as follows:
 \$ 2,025.00 + (\$150,000.00 X .005 = \$750.00) = \$ 2,775.00

Comprehensive Plan Amendment	\$	800.00
Comprehensive Plan w/Rezone.	\$	1,400.00
Conditional Use (Includes Site Plan Review)		
Project value less than \$12,500	\$	800.00
Project value between \$12,500 - 25,000	\$	1,100.00
Project value between \$25,000 - 50,000	\$	1,300.00
Project value between \$50,000 – 100,000	\$	1,500.00
Project value greater than \$100,000	\$	1,700.00+
Plus \$52 per each additional \$50,000 value	\$52.00/50,000	

Copies

Comprehensive Plan	\$	50.00
Land Development Ordinance	\$	25.00
Subdivision Ordinance	\$	15.00
Complete Ordinance Book	\$	250.00
Storm Drainage Master Plan	\$	25.00
Transportation System Plan	\$	50.00
Wastewater Master Plan	\$	50.00

Declaratory Ruling

Administrative	\$	250.00
Hearing	\$	500.00
Extension Request	\$	200.00
Final Plat Review Application	\$	250.00
Flood Plain	\$	250.00
Hearings	\$	500.00
Home Occupation	\$	200.00
Land Partition	\$	600.00
Land Use Application Notification Postage.	\$	25.00
Land Use Hearing Public Notice (Newspaper).	\$	60.00
Lot Line Adjustment	\$	150.00
Lot of Record Verification	\$	250.00
Modification of Application	\$	50% of original application fee

Modification of Conditions

Planning Commission	\$	250.00
City Council	\$	250.00
Non-Conforming Use/Structure	\$	400.00
Planned Unit Development	\$	1,200 + \$30/Lot
Pre-Application Conference	\$	50.00
Reimbursement District (plus costs incurred by Public Works)	\$	750.00
Revocation	\$	400.00
Rezone or Ordinance Amendment	\$	1,400.00

Sign

New	\$	250.00
Face Change	\$	100.00
Temporary Special Permit	\$	150.00

Site Plan Review

Pre-Site Plan Approval	\$	500.00
Project value less than \$12,500	\$	800.00
Project value between \$12,500 – 25,000	\$	1,100.00
Project value between \$25,000 – 50,000	\$	1,300.00
Project value between \$50,000 – 100,000	\$	1,500.00
Project value greater than \$100,000	\$	1,700.00+
Plus \$62 per each additional \$50,000 value	\$	\$62.00/50,000
Subdivision	\$	1,000.00 + \$25/Lot
Temporary Use	\$	100.00
Variance	\$	300.00
Zone or Text Amendment	\$	800.00

MISCELLANEOUS**AMOUNTS**

Aviation Building Usage	\$	50.00
For entire building and using food	\$	100.00
Equipment Rental/Operator (per intergovernmental agreements)		
Aqua Tech	\$	100.00/Hour +Operator Cost/Hr
Backhoe	\$	75.00/Hour
Barricade Rental Plus Deposit	\$	5.00/Day + \$5.00 Deposit
Boom Truck	\$	50.00/Hour
Cone Rental Plus Deposit	\$	2.00/Day + \$2.00 Deposit
Grader	\$	100.00/Hour
Loader	\$	75.00/Hour
Pavement Saw	\$	100.00/Hour
Roller	\$	50.00/Hour
Sander	\$	100.00/Hour
Street Sweeper	\$	100.00/Hour +Operator Cost/Hr
Water Truck	\$	75.00/Hour
NSF Check Charge – Stop Payment Fee	\$	25.00
Nuisance Enforcement Fee		10% of required Community Development Fee
Park Picnic Structure Area Reservation Fee	\$	50.00
Weed Abatement.	\$	Cost + 20% not less than \$30
Weed Abatement Filing and Collection fee for unpaid bills	\$	100.00

POLICE DEPARTMENT**AMOUNTS**

Audio Tape Copies	\$	30.00/Case File
Impound Fee (Each Offense)	\$	75.00/Vehicle
Photographic Copies	\$	30.00/Case File
Police Protection Service	\$	50.00/Hr/Officer
Report Copies (Crime/Incident Reports)	\$	10.00/Case File
Video Tape Copies	\$	30.00/Case File
Digital Recordings	\$	30.00/Case File

PUBLIC RECORDS REQUEST**AMOUNTS**

(Refer to Public Records Request Policy for Additional Information)

Attorney Fees	\$	Actual Cost
Audio Tapes	\$	15.00 Per Copy
Disks, Compact	\$	15.00 Per Disk
Electronic Mail (Limited to 5 MB in size per electronic mail)	\$	No Charge
Fax Machine		
Transmission	\$	1.00 Per Page
Receiving	\$.25 Per Page
Financial Statement/Audit or Budget Reports	\$	25.00
Labor Costs (Will be Charged in Quarter Hour Increments)	\$	40.00 Per Hour
Maps		
City Maps		Cost(County)+15%
Non-Standard Size	\$	Actual Cost
Photo Copies		
Letter (8 1/2" X 11")	\$.25 Per Page
Legal ((8 1/2" X 14")	\$.25 Per Page
Non-Standard Size (11" X 17" or Larger)	\$	Actual Cost
Certified Copies	\$	1.00 Per Page

Postage or Delivery
(Postage or Courier Fees) \$ Actual Cost

PUBLIC WORKS AMOUNTS

Plan Review, Quality Assurance Administration and Inspection Fee

Deposit required prior to review of plans and will be held by the City thru end of project. Actual costs will be taken from deposit and any remaining amount will be refunded. Eligible costs include but are not limited to City Engineer, City Engineer subconsultants, geotechnical services, traffic engineering services, structural engineering services, environmental permitting services, legal fees, staff time, equipment costs, office supplies, copying fees, recording fees, postage, testing materials, testing services, inspection permits and inspection fees. If costs exceed the calculated minimum deposit, the developer/applicant is responsible to pay the additional services provided by the City. Deposit minimum amount determined by using following table:

<u>Estimated Cost of</u>			<u>Deposit</u>
<u>Infrastructure Improvement(s)</u>			
\$ 0	to	\$ 10,000	\$ 1,000 prorated/par
\$ 10,001	to	\$ 20,000	\$ 1,500 + 10% over \$ 10,000
\$ 20,001	to	\$ 50,000	\$ 2,500 + 8% over \$ 20,000
\$ 50,001	to	\$ 80,000	\$ 4,900 + 6% over \$ 50,000
\$ 80,001	to	\$100,000	\$ 6,700 + 4% over \$ 80,000
\$100,001	to	\$300,000	\$ 7,500 + 2% over \$100,000
\$300,001	to	\$500,000	\$11,500 + 1% over \$300,000
\$500,001	to	And Over	\$13,500 + 0.5% over \$500,000

Billing rate for plan review, quality assurance administration, inspection and testing:

Public Works Director	\$	80.00/Hour
Assistant City Engineer	\$	70.00/Hour
Public Works Inspector (other than Public Works Director)	\$	55.00/Hour
Clerical	\$	40.00/Hour

All hourly rates based on whole hour increments.
All other cost, professional services and testing billed at actual cost plus 15%.

Copies – One sided 8 x 11 & 8 x 14 size	\$.15/Page
Double sided 8 x 11 & 8 x 14	\$.25/Page
11 x 17 & Large Scale Maps	\$.50/Page
Large Scale Plotter Maps		
24" x 36"	\$	15.00/Page
36" x 48"	\$	30.00/Page

Scanning – 8 x 11 & 8 x 14 document to electronic mail .		
Up to 20 pages	\$	15.00
21 to 50 pages	\$	25.00
11 x 17 & Large Scale Maps on flash drive	\$	2.00/Page
(customer provides a flash drive)		

Reimbursement District Formation Fee

Deposit and actual costs to be paid in same methodology as the Plan Review/Quality Assurance Fee, or as approved by the Public Works Director.

Sewer Rates

Camera Fee with Operator	\$	100.00/Hour
Sewer Service Deposit (Non Owner Occupied)	\$	75.00
[Correction to Sewer Service Deposit Approved by Council on 06-28-2011]	\$	78.00
		(Two Months Minimum Bill)
Sewer Hookup Inspection Fee	\$	100.00

Sewer Monthly Fees

1 EDU = 195 Gallons Per Day. New construction may be required to provide a separate meter for landscaping and one for domestic use. Sewer rates for developments with separate domestic use meters will be billed monthly according to the current meter readings. Existing development without a separate meter for domestic use, will be billed for sewer service based on the meter readings taken during three (3) winter months (December-February) and will be reviewed and adjusted on an annual basis. (Charges are based on a flow rate method.)

Inside City Limits	\$	38.80/EDU
Outside City Limits (2.5 times Inside City Limits rate)	\$	97.00/EDU

Initial accounts will be based on the table below.

A. Residential

Hotels/Motels/Motor Court/ RV Park	1 0.5	EDU for Management and EDU Per Room/Space
Multiple Dwelling (Duplexes, Apartments, and Trailer Courts)	0.7	EDU Per Unit
Senior Multi-Housing	1 0.8	EDU for Management and EDU Per Additional Unit
Single-Family Dwelling	1	EDU

B. Non-Residential

Churches	1 1	EDU Per 200 Seats and EDU for Kitchen
Government Buildings	1	EDU Per 10 Individuals Operating the Premises
Hospitals/Nursing Homes	1 1	EDU Per 3 Beds and EDU Per 10 Employees, Administrators, and Staff
Schools	1	EDU Per 30 Individuals Including Students, Teachers, Admin., and Other Staff

C. Commercial/Industrial

Where more than one business occupies a building, each business will be considered separately.

Barber Shops	0.3	EDU Per Chair
Beauty Shops	0.5	EDU Per Chair
Bowling Alley	1 1	EDU Per 10 Lanes, Plus EDU for 600 sq. ft. of Gross Floor Space for Serving Food
Car Wash	1	EDU Per Two Stalls
Civic Clubs, Lodges, Senior Centers Serving Food	1	EDU Per 30 Seats
Delicatessens	1	EDU Per 600 sq. ft. Plus Building or Other Business EDU's
Dry Cleaners	1	EDU Per 500 sq. ft.
Exercise Salon With no Pool or Gym	1	EDU Per 1,500 sq. ft.
Grocery Stores	1 1	EDU for Each 10 Employees Plus EDU for Each Food Prep. Room
Industrial (Additional Charges May be Assessed for Toxic Discharges)	1	EDU Per 10 Employees Plus: Charges for process waters according to demand where 360.5 gallons @ BOD loading of 200 mg/l and TSS loading of 216 mg/l equals 1 EDU.
Laundry, Coin Operated	0.5	EDU Per Washing Machine

Medical, Dental, and Veterinary Clinics/Offices	1	EDU Per 1,000 sq. ft.
Recreational Vehicle Dump Facility	1	EDU Per Dump Outlet
Restaurants	1	EDU Per 17 Person Seating Capacity and
	1	EDU for Each 10 Employees
Restaurants, Drive-In	1	EDU Per 17 Person Seating Capacity and
	1	EDU for Each 10 Employees
Retail Stores, Service & Repair Shops, Banks, and General Offices (With the Exception of Medical, Dental, and Veterinary)	1	EDU Per 10 Employees
Service Stations	2	EDU's
Spas and Recreational Facilities With Pool or Gym	1	EDU Per 1,000 sq. ft.
Taverns/Lounges	1	EDU Per 17 Seats

Charges for facilities not listed will be based upon similar listed facilities, expected flows, and concentration of effluent or actual metering of water or wastewater.

Street Improvement Fee \$ 174.00/Linear ft.
(measured by the length of public right-of-way adjacent to the parcel)

This fee is to be applied to all existing or newly partitioned parcels being developed in all zones that do not enact site plan or subdivision ordinance land use requirements and that have an adjacent public primary access street in a condition below local street standards (i.e. non-paved, dirt or gravel road access). The fee is to provide street improvements for the additional impact to the adjacent public street system. The fee includes all construction costs associated with performing a local standard ¾ street improvement (sidewalk through curb & gutter on opposite street side) adjacent to the parcel. This fee is required for new development/construction only. The fee will be combined with City street improvement funds to provide a full city block improvement at which time necessary funds are available to perform the entire city block improvement at one time.

Systems Development Charges

The City adopts the Annual Updates for Inflation for periodic application of a cost index for all System Development Charges administrated by the City.

Parks

Single-Family Residential (i.e. one EDU)	\$	1,639.00
Multi-Family Residential (per two residential units or prorated portion thereof)	\$	1,639.00
Commercial (i.e. one EDU)	\$	1,639.00
Industrial (i.e. one EDU)	\$	1,639.00

Wastewater SDC shall consist of both a reimbursement fee and an improvement fee

Effective March 1, 2006, the City adopted the meter sized based methodology for determining the Wastewater SDC.

Wastewater Inside City Limits	\$	4,634.00/EDU
Wastewater Outside City Limits		2½ times Inside City limits rate unless applicant has signed a Consent to Annex and One Year Waiver.
Transportation (Per peak hour trip per ITE manual & SDC Final Report)	\$	3,208.00/P-HT
Storm Drainage	\$	193.00/RDE
Residential Drainage Equivalent (RDE) (3,000 Sq. Ft. Impervious Surface) Residential/Commercial/Industrial New Construction Only.		
Additions to Existing Structures	\$.08/sq. ft.
Water Equivalent Dwelling Unit (EDU) (1 EDU = 20 gpm Rated Capacity)	\$	771.00/EDU

(System Development Charges amended per Resolution No. 21-2010 passed by City Council on September 14, 2010.)

Water Rates

Backflow Device Testing – all devices	\$	80.00
Cross-Connection Variance	\$	45.00
Meter Replacement/Test:		
3/4 Inch Service	\$	50.00
Larger Service @ Actual Cost		

Meter Size Charges on Base (1 st 500 Cubic Feet)	\$	22.35
Each 100 Cubic Feet in Excess of 500 Minimum	\$	1.15/100cu ft
Bulk Water Sales	\$	100.00/Day
Repair Service - After Hours	\$	50.00
Repair Service - During Office Hours	\$	30.00
(No Charge if Consumer Installs Shut-Off Valve)								
Utility Re-connect Fee								
Non-Payment Only	\$	35.00
Sewer Account Only	\$	250.00
Water/Sewer Service Deposit (Non Owner Occupied)	\$	117.00
[Correction to Water/Sewer Service Deposit Approved by Council on 06-28-2011]	\$	123.00
								(Two Months Minimum Bill)
Water Meter Installation Fee								
3/4 Inch Service	\$	80.00
Larger Service	\$	40.00 Plus Actual Meter Cost
Water Meter Installation Inspection Fee	\$	50.00
(List of Contractors certified to install water meters available upon request)								

Other fees and charges may be charged to recover costs for city services as determined by the City Administrator.

BE IT FURTHER RESOLVED that these fees shall become effective on July 1, 2011.

ADOPTED by the City Council and approved by the Mayor this 14th day of June, 2011.

The City of Madras is an Equal Opportunity Provider.