BILL 2021-31

First Reading

Agenda Item

To: Mayor and City Council

From: Steve Rasmussen, City Manager

Date: September 7, 2021

Re: Comprehensive Fee Schedule

Issue:

As part of this year's budget process, the Staff proposed a new fee schedule and the Council approved this as part of this coming year's budget. This ordinance effects that action. There are two key components to this ordinance. First, it incorporates all the fees for services that the Council can impose without the need for a vote of the public as they are fees for service, and they are all now included in one comprehensive ordinance instead of being separated in many different ordinances. Second, it allows the Council to review all fees annually in one place as part of the budget process and to adjust those fees as necessary to keep pace with increasing costs of providing those services. The updated fee schedule for this year is attached to this Ordinance as Exhibit A.

Recommendation:

Staff recommends approval.

Bill 2021-31

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CAMERON, MISSOURI, ADOPTING THE COMPREHENSIVE FEE SCHEDULE FOR REGULATING AND ASSESSING SERVICE CHARGES; PROVIDING FOR COLLECTION OF FEES; AMENDING THE CITY OF CAMERON CODE AND ZONING ORDINANCES IN CONFLICT WITH THE MASTER FEE ORDINANCE; PROVIDING FOR SEVERABILITY; PROVIDING A PENALTY CLAUSE; AND PROVIDING AN EFFECTIVE DATE FOR APPLICABLE CHANGES

WHEREAS, staff of the City of Cameron, Missouri has prepared and presented to the City Council of the City of Cameron, Missouri a Comprehensive Fee Schedule which lists the fees that are assessed to cover the costs associated with the efficient operation of the City and provision of services to applicants for certain licenses, permits, approvals and other services; and

WHEREAS, after careful study and due consideration of the financial plan for the provision of City services and to ensure that taxpayers of the City of Cameron are not overly burdened with paying for the provision of City services directly related to services to one or few applicants for the same, the City Council of the City of Cameron, Missouri has determined that the public welfare would be best served by adopting the Comprehensive Fee Schedule.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CAMERON, MISSOURI, AS FOLLOWS:

Section 1. That the Comprehensive Fee Schedule attached hereto as **Exhibit A** and incorporated as if fully set forth herein, is hereby adopted.

Section 2. Section 3-18, Same-Fees of Article II, Building Code of Chapter 3, Buildings of the City of Cameron Code is hereby amended as follows:

> **Sec. 3-18. Same – Fees.**
> The City shall collect charges for a building permit to construct, enlarge or alter a structure; or change the occupancy of a building or structure requiring greater strength, exit-way or sanitary provisions; or to install or alter any equipment for which provision is made or the installation of which is regulated by the code adopted in this division; except that ordinary repairs shall be exempt from these provisions. Building permit fees are detailed in the City's Comprehensive Fee Schedule.

Section 3. Sections 5-98(g) and 5-98(h), Same – Impoundment; disposal; citing owner; redemption; fees, of Division 2, Dogs, of Article IV, Animals, of Chapter 5, Health and Sanitation of the City of Cameron Code is hereby amended as follows:

Sec. 5-98. Same – Impoundment; disposal; citing owner; redemption; fees.

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(g) Any animal impounded may be reclaimed as provided in this section upon payment of the appropriate fee(s) as detailed in the City of Cameron's Comprehensive Fee Schedule

(h) Any animal impounded may be adopted as provided in this section upon payment by the prospective owner to the City of Cameron the current adoption fee(s) as detailed in the City of Cameron's Comprehensive Fee Schedule. Such animal will be spayed or neutered before the adoption is finalized.

Section 4. Section 5-125, Amount of tax; use of receipt or tag for other than licensed dog, of Division 2, Dogs, of Article IV, Animals of Chapter 5, Health and Sanitation of the City of Cameron Code is hereby amended as follows:

Sec. 5-125. Amount of license; use of receipt or tag for other than licensed dog.
The fee for each dog in the City licensed under this subdivision over the age of six (6) months shall be paid to the City Clerk and shall be for an amount as detailed in the City of Cameron's Comprehensive Fee Schedule. No person shall use for any dog a license receipt or license tag issued for another dog.

Section 5. Section 5-158, Amount of tax; use of receipt or tag for other than licensed cat, of Division 3, Cats of Article IV, Animals, of Chapter 5, Health and Sanitation of the City of Cameron Code is hereby amended as follows:

Sec. 5-125. Amount of license; use of receipt or tag for other than licensed cat.
The fee for each cat in the City licensed under this subdivision over the age of six (6) months shall be paid to the City Clerk and shall be for an amount as detailed in the City of Cameron's Comprehensive Fee Schedule. No person shall use for any dog a license receipt or license tag issued for another dog.

Section 6. Section 5-168, Fees, of Division 5, Livestock, Poultry and Swine, of Article IV, Animals, of Chapter 5, Health and Sanitation of the City of Cameron Code is hereby amended as follows:

Sec. 5-168. Fee.
A non-refundable fee, as detailed in the City's Comprehensive Fee Schedule, shall be paid by each applicant for a livestock permit.

Section 7. Section 7-340.2(a), All-terrain vehicle permits and registration, of Article XI, Miscellaneous Driving Rules, of Chapter 7, Motor Vehicles and Traffic of the City of Cameron Code is hereby amended as follows:

Sec. 7-340.2. All-terrain vehicle permits and registration.
(a) The City Clerk shall hereby be designated as the city official with the authority to issue special use permits for all-terrain vehicles on a form prescribed and approved by the City Clerk and City Manager. The fee for an

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all-terrain vehicle permit is detailed in the City of Cameron's Comprehensive Fee Schedule. Within five (5) days after the receipt of said fees, the official shall deposit the fees in the general fund of the City. The permit shall be valid for one (1) year.

Section 8. Section 7-340.4, Utility vehicle permits and registration, of Article XI, Miscellaneous Driving Rules, of Chapter 7, Motor Vehicles and Traffic of the City of Cameron Code is hereby amended as follows:

Sec. 7-340.4. Utility vehicle permits and registration.
(b) The City Clerk shall hereby be designated as the city official with the authority to issue special use permits for utility vehicles on a form prescribed and approved by the City Clerk and City Manager. The fee for a utility vehicle permit is detailed in the City of Cameron's Comprehensive Fee Schedule. Within five (5) days after the receipt of said fees, the official shall deposit the fees in the general fund of the City. The permit shall be valid for one (1) year.

Section 9. Section 7-340.4, Utility vehicle permits and registration, of Article XI, Miscellaneous Driving Rules, of Chapter 7, Motor Vehicles and Traffic of the City of Cameron Code is hereby amended as follows:

Sec. 7-340.6. Golf cart permits and registration.
(c) The City Clerk shall hereby be designated as the city official with the authority to issue special use permits for golf carts on a form prescribed and approved by the City Clerk and City Manager. The fee for a golf cart permit is detailed in the City of Cameron's Comprehensive Fee Schedule. Within five (5) days after the receipt of said fees, the official shall deposit the fees in the general fund of the City. The permit shall be valid for one (1) year.

Section 10. Section 9-29, Bond, of Article II, Excavations, of Chapter 9, Streets, Sidewalks and Other Public Property in the City of Cameron Code is hereby repealed.

Section 11. Section 9-30, Deposits, of Article II, Excavations, of Chapter 9, Streets, Sidewalks and Other Public Property in the City of Cameron Code is hereby amended as follows:

Sec. 9-30. Deposits and permit fees.
Before any permit shall be issued under this article for making any cut or excavation, the applicant or someone for the applicant shall submit a refundable deposit and permit fee, as detailed in the City's Comprehensive Fee Schedule, with the City Clerk to cover and pay for the cost of refilling, repaving, resurfacing and repairing the street, alley, parkway, curbing or other public place where such work is to be done. The permit fee will be retained by the City. Any amount of the deposit not used by the City in doing the refiling, resurfacing, repaving or repairing work shall be refunded. The City shall keep an accurate and itemized record of the work actually done and the actual cost for each such job it does.

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Section 12. Section 9-61, Deed to Burial Space, of Article III, Cemeteries, of Chapter 9 Streets, Sidewalks and Other Public Property of the City of Cameron Code is hereby amended as follows:

> **Sec. 9-61. Deed to burial space.**
> Purchasers of burial spaces in the City's cemeteries shall be entitled, upon payment of the full purchase price as detailed in the City's Comprehensive Fee Schedule, to a deed for the space purchased. Such deed vest in the purchaser, his/her heirs and assigns, a right in fee simple to such space for the sole purpose of sepulcher alone, for human bodies only, subject to the rules and regulations and ordinances governing cemeteries.

Section 13. Section 9-107, Interments; charges for opening and closing graves, of Division 3, Interments, of Article III, Cemeteries, of Chapter 9 Streets, Sidewalks and Other Public Property of the City of Cameron Code is hereby amended as follows:

> **Sec. 9-107. Interments; charges for opening and closing graves.**
> Fees for opening and closing standard, infant and cremation graves are detailed in the City's Comprehensive Fee Schedule.

Section 14. Section 9-107,1 Interments; administrative fee for opening and closing graves, of Division 3, Interments, of Article III, Cemeteries, of Chapter 9 Streets, Sidewalks and Other Public Property of the City of Cameron Code is hereby amended as follows:

> **Sec. 9-107.1. Interments: administrative fee for opening and closing graves.**
> An administrative fee, as detailed in the City's Comprehensive Fee Schedule, shall be collected and remitted to the City of Cameron for each interment in the five (5) Cameron cemeteries.

Section 15. Section 10-254, Fees, of Division 2, Storm Water Concept and Preliminary Development Plans, of Article VI, Storm Water Management, of Chapter 10, Subdivisions is hereby amended as follows:

> **Sec. 10-254. Fees.**
> A list of fees for plan review and other fees associated with this article are detailed in the City's Comprehensive Fee Schedule.

Section 16. Section 1.C. Fee Schedule of Article 27, Administration and Enforcement, of the City of Cameron Zoning Ordinance is hereby amended as follows:

> **Article 27. ADMINISTRATION AND ENFORCEMENT**
> 1. **C. Fee Schedule:** Building Permit fees are detailed in the City of Cameron's Comprehensive Fee Schedule.

Section 17. Section 2, Fees, of Article 30, Fees, of the City of Cameron Zoning Ordinance is hereby amended as follows:

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Article 30. Fees

2. Fees: The fees for zoning map amendment, appeal/variance, building permits and conditional use permits are detailed in the City of Cameron's Comprehensive Fee Schedule.

Section 18. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate and independent provision and such holding shall not affect the validity of the remaining portions thereof.

Section 19. The Mayor is authorized to sign this Ordinance approving it on behalf of the City of Cameron, Missouri.

Section 20. The City Clerk is directed to attest to the Mayor's signature.

Section 21. This Ordinance shall be in full force and effect beginning October 1, 2021.

Passed and approved on 1st reading this 7th day of September 2021.

Passed and approved on second/final reading this __ day of September 2021.

_____

Mayor Dennis M. Clark

ATTEST:

_____

City Clerk

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CITY OF CAMERON
COMPREHENSIVE FEE SCHEDULE

October 1, 2021

FEE TYPE				FEE	
Building Permits	New Construction			$0.67	per square foot
	Remodel (non electrical)			$0.33	per square foot
		minimum (non electrical)	$	40.00	
		minimum (electrical)	$	60.00	
	Misc. Building Permits (decks, roofs, fences, etc)				
		est. cost <$3,001	$	40.00	
		est. cost $3,001-$5,1000	$	60.00	
		est. cost >=$6,001	$	0.01	X estimated cost
	Late fee (permits purchased after construction has already begun)		$	50.00	
Animal/Pet Fees	Dog / Cat / Pot-Bellied Pig (annual license)	Spayed/Neutered	$	10.00	
		Unaltered	$	15.00	
	Replacement Tag		$	2.00	
	Late fee (after January 31st)		$	5.00	per month
	Animal Pick-up/Impoundment		$	40.00	
	Daily Boarding Fee		$	10.00	
	Adoption Fee		$	140.00	
	Small Animal/Livestock Fee		$	25.00	
Airport	T-Hangar rent (open)		$	100.00	
	T-Hangar rent (closed)		$	125.00	
ATV / UTV / Golf Carts	Annual license fee		$	20.00	
Rights-of-Way	Street cut	refundable deposit	$	2,000.00	
		+ permit fee	$	350.00	
	Other (trees, etc.)		$	20.00	
(utilities/franchise)	Public Ways Use Permit	(set by statute)	$	2,500.00	
	Storm Sewer Connection hook-up fee		$	250.00	
Storm Water	Storm Water Plan Review (*see storm water plan review form for list of additional potential fees)	single-family	$	200.00	
		subdivision	$	450.00	+ $50 per acre
		other	$	450.00	+ $50 per acre
Cemetery	Burial Space		$	600.00	
	Open/Close	standard	$	500.00	
		standard-Saturday	$	600.00	
		standard-Sunday	$	700.00	
		standard-Holiday	$	800.00	
		infant	$	300.00	
		infant-Sat/Sun/Holiday	$	400.00	
		cremation	$	300.00	
		cremation-Saturday	$	400.00	
		cremation-Sunday	$	500.00	
		cremation-Holiday	$	600.00	

CITY OF CAMERON
COMPREHENSIVE FEE SCHEDULE

October 1, 2021

FEE TYPE			FEE
Cemetery	Interment Administrative Fee	$	25.00
	Construction permit	$	10.00
Zoning	Zoning Map Amendment	$	150.00
	Appeal/Variance Fee	$	150.00
	Conditional Use Permit	$	150.00