



**City of Missoula, Montana  
Item to be Referred to City Council Committee**

**Committee:** Administration and Finance  
**Item:** Ordinance to Amend Impact Fee Chapter 15.66 of Missoula Municipal Code  
**Date:** June 30, 2021  
**Sponsor(s):** Dale Bickell  
**Prepared by:** Lisa Miller, Administrative Assistant, on behalf of the Finance Department

**Ward(s) Affected:**

- Ward 1
- Ward 2
- Ward 3
- All Wards
- Ward 4
- Ward 5
- Ward 6
- N/A

**Action Required:**

Conduct a public hearing to propose an ordinance to amend Missoula Municipal Code Chapter 15.66, "Development Impact Fee Procedures and Requirements."

**Timeline and Recommended Motions:**

Referral to committee: July 12, 2021  
 Committee discussion: 7/14/2021  
 Council sets public hearing: 7/19/2021  
 Recommended motion: Set a public hearing on July 26, 2021 to adopt an ordinance of the Missoula City Council amending Missoula Municipal Code Chapter 15.66 entitled "Development Impact Fee Procedures and Requirements" to change references throughout the chapter from "Development Services" to "Community Planning, Development and Innovation," amend 15.66.020 and 15.66.030 to update the definition to "methodology reports" and provide a method for adoption, and amend 15.66.130 to change the membership requirements for the Impact Fee Advisory Committee to conform with state law.

Public Hearing: 08/09/2021  
 Recommended motion: Adopt/Deny an ordinance of the Missoula City Council amending Missoula Municipal Code Chapter 15.66 entitled "Development Impact Fee Procedures and Requirements" to change references throughout the chapter from "Development Services" to "Community Planning, Development and Innovation," amend 15.66.020 and 15.66.030 to update the definition to "methodology reports" and provide a method for adoption, and amend 15.66.130 to change the membership requirements for the Impact Fee Advisory Committee to conform with state law.

Deadline:

**Background and Alternatives Explored:**

Proposed ordinance amending the impact fee chapter. The three goals here are to:

1. Update references from Development Services (DS) to Community Planning, Development and Innovation (CPDI).
2. Update methodology report definition and clarify how it is adopted (by resolution)
3. Update Impact Fee Assessment Committee (IFAC) membership to conform with state law (no licensed CPA required)

**Financial Implications:**

**Links to external websites:**