

RESOLUTION \_\_\_\_

A resolution of the Missoula City Council increasing fees by 7% for the following services effective January 1, 2025:

- Building Permits
- Business Licensing
- Land Use & Planning

**WHEREAS**, 7-1-4123(7) MCA authorizes local governments to charge reasonable fees for the provision of services; and

**WHEREAS**, the City of Missoula has conducted an official fee study in 2010 to establish the costs of providing certain services; and

**WHEREAS**, the City Council duly advertised and conducted a public hearing relating to these proposed fees; and

**WHEREAS**, in accordance with the City Charter, Article 1, Section 6, a public hearing was duly advertised on June 22, 2024 and July 20, 2024, and held by the City council on August 19, 2024, in order to give the public an opportunity to be heard.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MISSOULA, MONTANA**, hereby amends and adopts the fees as shown in Exhibit A, with an effective date of January 1, 2025.

**BE IT FURTHER RESOLVED** that resolutions in conflict herewith are repealed as of the effective date of this resolution.

**PASSED AND ADOPTED** this 19th day of August, 2024.

**ATTEST:**

**APPROVED:**

**Building Permit Fee Schedule  
Calendar Year 2025**

A. BUILDING PERMITS	
Building Fee Schedule	
Construction value of \$1.00 to \$500.00	\$ 30.00
Construction value of \$501.00 to \$600.00	\$ 36.00
Construction value of \$601.00 to \$700.00	\$ 38.00
Construction value of \$701.00 to \$800.00	\$ 43.00
Construction value of \$801.00 to \$900.00	\$ 48.00
Construction value of \$901.00 to \$1,000.00	\$ 52.00
Construction value of \$1,001.00 to \$1,100.00	\$ 55.00
Construction value of \$1,101.00 to \$1,200.00	\$ 59.00
Construction value of \$1,201.00 to \$1,300.00	\$ 64.00
Construction value of \$1,301.00 to \$1,400.00	\$ 68.00
Construction value of \$1,401.00 to \$1,500.00	\$ 73.00
Construction value of \$1,501.00 to \$1,600.00	\$ 75.00
Construction value of \$1,601.00 to \$1,700.00	\$ 82.00
Construction value of \$1,701.00 to \$1,800.00	\$ 87.00
Construction value of \$1,801.00 to \$1,900.00	\$ 89.00
Construction value of \$1,901.00 to \$2,000.00	\$ 93.00
Construction value of \$2,001.00 to \$3,000.00	\$ 111.00
Construction value of \$3,001.00 to \$4,000.00	\$ 130.00
Construction value of \$4,001.00 to \$5,000.00	\$ 147.00
Construction value of \$5,001.00 to \$6,000.00	\$ 168.00
Construction value of \$6,001.00 to \$7,000.00	\$ 185.00
Construction value of \$7,001.00 to \$8,000.00	\$ 205.00
Construction value of \$8,001.00 to \$9,000.00	\$ 222.00
Construction value of \$9,001.00 to 10,000.00	\$ 241.00
Construction value of \$10,001.00 to \$11,000.00	\$ 259.00
Construction value of \$11,001.00 to \$12,000.00	\$ 278.00
Construction value of \$12,001.00 to \$13,000.00	\$ 297.00
Construction value of \$13,001.00 to \$14,000.00	\$ 314.00
Construction value of \$14,001.00 to \$15,000.00	\$ 334.00
Construction value of \$15,001.00 to \$16,000.00	\$ 351.00
Construction value of \$16,001.00 to \$17,000.00	\$ 372.00
Construction value of \$17,001.00 to \$18,000.00	\$ 388.00
Construction value of \$18,001.00 to \$19,000.00	\$ 409.00
Construction value of \$19,001.00 to \$20,000.00	\$ 425.00
Construction value of \$20,001.00 to \$21,000.00	\$ 447.00
Construction value of \$21,001.00 to \$22,000.00	\$ 464.00
Construction value of \$22,001.00 to \$23,000.00	\$ 481.00
Construction value of \$23,001.00 to \$24,000.00	\$ 501.00
Construction value of \$24,001.00 to \$25,000.00	\$ 517.00
Construction value of \$25,001.00 to \$26,000.00	\$ 533.00
Construction value of \$26,001.00 to \$27,000.00	\$ 545.00
Construction value of \$27,001.00 to \$28,000.00	\$ 559.00
Construction value of \$28,001.00 to \$29,000.00	\$ 573.00
Construction value of \$29,001.00 to \$30,000.00	\$ 585.00
Construction value of \$30,001.00 to \$31,000.00	\$ 600.00
Construction value of \$31,001.00 to \$32,000.00	\$ 614.00
Construction value of \$32,001.00 to \$33,000.00	\$ 628.00
Construction value of \$33,001.00 to \$34,000.00	\$ 640.00
Construction value of \$34,001.00 to \$35,000.00	\$ 654.00
Construction value of \$35,001.00 to \$36,000.00	\$ 666.00
Construction value of \$36,001.00 to \$37,000.00	\$ 680.00

**Building Permit Fee Schedule  
Calendar Year 2025**

<b>A. BUILDING PERMITS</b>	
Construction value of \$37,001.00 to \$38,000.00	\$ 695.00
Construction value of \$38,001.00 to \$39,000.00	\$ 706.00
Construction value of \$39,001.00 to \$40,000.00	\$ 722.00
Construction value of \$40,001.00 to \$41,000.00	\$ 735.00
Construction value of \$41,001.00 to \$42,000.00	\$ 745.00
Construction value of \$42,001.00 to \$43,000.00	\$ 761.00
Construction value of \$43,001.00 to \$44,000.00	\$ 775.00
Construction value of \$44,001.00 to \$45,000.00	\$ 785.00
Construction value of \$45,001.00 to \$46,000.00	\$ 800.00
Construction value of \$46,001.00 to \$47,000.00	\$ 815.00
Construction value of \$47,001.00 to \$48,000.00	\$ 828.00
Construction value of \$48,001.00 to \$49,000.00	\$ 840.00
Construction value of \$49,001.00 to \$50,000.00	\$ 856.00
Construction value of \$50,001.00 to \$51,000.00	\$ 864.00
Construction value of \$51,001.00 to \$52,000.00	\$ 874.00
Construction value of \$52,001.00 to \$53,000.00	\$ 882.00
Construction value of \$53,001.00 to \$54,000.00	\$ 892.00
Construction value of \$54,001.00 to \$55,000.00	\$ 903.00
Construction value of \$55,001.00 to \$56,000.00	\$ 911.00
Construction value of \$56,001.00 to \$57,000.00	\$ 919.00
Construction value of \$57,001.00 to \$58,000.00	\$ 928.00
Construction value of \$58,001.00 to \$59,000.00	\$ 939.00
Construction value of \$59,001.00 to \$60,000.00	\$ 949.00
Construction value of \$60,001.00 to \$61,000.00	\$ 957.00
Construction value of \$61,001.00 to \$62,000.00	\$ 967.00
Construction value of \$62,001.00 to \$63,000.00	\$ 975.00
Construction value of \$63,001.00 to \$64,000.00	\$ 985.00
Construction value of \$64,001.00 to \$65,000.00	\$ 995.00
Construction value of \$65,001.00 to \$66,000.00	\$ 1,003.00
Construction value of \$66,001.00 to \$67,000.00	\$ 1,013.00
Construction value of \$67,001.00 to \$68,000.00	\$ 1,020.00
Construction value of \$68,001.00 to \$69,000.00	\$ 1,031.00
Construction value of \$69,001.00 to \$70,000.00	\$ 1,039.00
Construction value of \$70,001.00 to \$71,000.00	\$ 1,046.00
Construction value of \$71,001.00 to \$72,000.00	\$ 1,058.00
Construction value of \$72,001.00 to \$73,000.00	\$ 1,068.00
Construction value of \$73,001.00 to \$74,000.00	\$ 1,076.00
Construction value of \$74,001.00 to \$75,000.00	\$ 1,084.00
Construction value of \$75,001.00 to \$76,000.00	\$ 1,095.00
Construction value of \$76,001.00 to \$77,000.00	\$ 1,105.00
Construction value of \$77,001.00 to \$78,000.00	\$ 1,112.00
Construction value of \$78,001.00 to \$79,000.00	\$ 1,121.00
Construction value of \$79,001.00 to \$80,000.00	\$ 1,131.00
Construction value of \$80,001.00 to \$81,000.00	\$ 1,142.00
Construction value of \$81,001.00 to \$82,000.00	\$ 1,159.00
Construction value of \$82,001.00 to \$83,000.00	\$ 1,168.00
Construction value of \$83,001.00 to \$84,000.00	\$ 1,176.00
Construction value of \$84,001.00 to \$85,000.00	\$ 1,187.00
Construction value of \$85,001.00 to \$86,000.00	\$ 1,198.00
Construction value of \$86,001.00 to \$87,000.00	\$ 1,205.00
Construction value of \$87,001.00 to \$88,000.00	\$ 1,213.00
Construction value of \$88,001.00 to \$89,000.00	\$ 1,226.00

**Building Permit Fee Schedule  
Calendar Year 2025**

<b>A. BUILDING PERMITS</b>	
Construction value of \$89,001.00 to \$90,000.00	\$ 1,235.00
Construction value of \$90,001.00 to \$91,000.00	\$ 1,242.00
Construction value of \$91,001.00 to \$92,000.00	\$ 1,250.00
Construction value of \$92,001.00 to \$93,000.00	\$ 1,262.00
Construction value of \$93,001.00 to \$94,000.00	\$ 1,273.00
Construction value of \$94,001.00 to \$95,000.00	\$ 1,280.00
Construction value of \$95,001.00 to \$96,000.00	\$ 1,288.00
Construction value of \$96,001.00 to \$97,000.00	\$ 1,299.00
Construction value of \$97,001.00 to \$98,000.00	\$ 1,307.00
Construction value of \$98,001.00 to \$99,000.00	\$ 1,308.00
Construction value of \$99,001.00 to \$100,000.00	\$ 1,318.00
\$100,001.00 to \$500,000.00	Base Fee of \$1318 for the first \$100,000 in value + \$8.28 for each additional \$1,000 or fraction thereof
\$500,001.00 to \$1,000,000.00	Base Fee of \$4,630 for the first \$500,000 in value + \$5.52 for each additional \$1,000 or fraction thereof
\$1,000,001.00 and up	Base fee of \$7,390 for the first \$1,000,000 in value + \$4.14 for each additional \$1,000 or fraction thereof
<b>1b. Demolition Permit Fee ①</b>	<b>\$ 23.00</b>
<b>1c. Solar Installations</b>	<b>\$ 96.00</b>
<b>1d. International Energy Conservation Code Special Inspection Fee</b>	\$175 in advance + \$46 per 30 minutes after 2 hours. Balance to be paid prior to inspection. Time over 2 hours charged at an hourly rate of \$92
<b>1e. Residential Re-roof permit flat fee</b>	<b>\$ 150.00</b>

**Building Permit Fee Schedule  
Calendar Year 2025**

<b>B. MECHANICAL PERMITS</b>	
<b>1. Mechanical Permit Issuance</b>	
a. For issuing each permit ①	\$ 43.00
b. For issuing each supplemental permit for which the original permit is not expired, cancelled or completed. Except for wood stoves or solid fuel appliances. May not extend to another applicant's permit	\$ 13.00
<b>2. Furnaces</b>	
a. For the installation or relocation of each forced-air or gravity-type furnace, burner or heat exchanger, including any ducts or vents attached to such appliance, up to and including 100,000 BTU/HR ①	\$ 29.00
b. For the installation or relocation of each forced-air or gravity-type furnace, burner or heat exchanger, including any ducts or vents attached to such appliance, over 100,000 BTU/HR ①	\$ 34.00
<b>3. Heaters</b>	
a. For the installation or relocation of each suspended heater, recessed wall heater, floor mounted room heater, floor furnace, wall furnace or gas fireplace insert, including vents attached to such appliance ①	\$ 29.00
<b>4. Appliances Vents/Combustion Air Ducting</b>	
a. For the installation, relocation or replacement of each appliance vent or combustion air ducting not included in an appliance permit	\$ 13.00
<b>5. Repairs or Additions</b>	
a. For the repair of, alteration of, or addition to each existing heating appliance, refrigeration unit, cooling unit, or for each such system, including installation of controls regulated by the UMC ①	\$ 29.00
<b>6. Boilers, Compressors or Heat Exchangers</b>	
a. For the installation or relocation of each boiler, or steam or hot water heat exchanger, up to and including 100,000 BTU/HR; or for each compressor (including package or rooftop units) up	\$ 29.00
b. For the installation or relocation of each boiler, or steam or hot water heat exchanger, over 100,000 BTU/HR up to and including 500,000 BTU/HR; or for each compressor (including package or rooftop units) over 3 horsepower (ton) up to and including 15 horsepower (ton).	\$ 48.00
c. For the installation or relocation of each boiler, or steam or hot water heat exchanger, over 500,000 BTU/HR up to and including 1,000,000 BTU/HR; or for each compressor (including package or rooftop units) over 15 horsepower (ton) up to and including 30 horsepower (ton).	\$ 64.00
d. For the installation or relocation of each boiler, or steam or hot water heat exchanger, over 1,000,000 BTU/HR up to and including 1,750,000 BTU/HR; or for each compressor (including package or rooftop units) over 30 horsepower (ton) up to and including 50 horsepower (ton).	\$ 98.00
e. For the installation or relocation of each boiler, or steam or hot water heat exchanger, over 1,750,000 BTU/HR up to and including 1,750,000 BTU/HR; or for each compressor (including package or rooftop units) over 50 horsepower (ton).	\$ 162.00
<b>7. Air Handlers</b>	
a. For each air-to-air heat exchanger, including any ducts attached thereto ③	\$ 20.00
b. For each air-handling unit or fan-coil unit up to and including 10,000 cubic feet per minute	\$ 20.00
c. For each air-handling unit over 10,000 CFM. Note: The above fees do not apply to air-handling units which are a portion of a factory-assembled appliance, cooling unit, or evaporative cooler for which a permit is required elsewhere in the UMC. ①	\$ 34.00

**Building Permit Fee Schedule  
Calendar Year 2025**

<b>B. MECHANICAL PERMITS</b>	
<b>8. Evaporative Coolers</b>	
	\$ 20.00
<b>9. Ventilation and Exhaust</b>	
a. For each ventilation fan connected to a single duct	\$ 13.00
b. For each ventilation system, or for ductwork which is not a portion of any heating or air-	\$ 20.00
c. For the installation of each hood which is served by mechanical exhaust, including the duct for such hood, but not	\$ 20.00
<b>10. Miscellaneous Mechanical</b>	
a. For the installation or relocation of each residential-type wood stove or solid fuel appliance, including chimney, but no including any other required air-quality permits from other agencies	\$ 56.00
b. For each appliance or piece of equipment regulated by the UMC but not classed in other	\$ 20.00
<b>11. Fuel/Gas Piping</b>	
a. For each gas-piping system of one to four outlets (per fuel/gas service) ②	\$ 17.00
b. For each gas-piping system, additional outlets over four per outlet (per fuel/gas service)	\$ 6.00
<b>C. PLUMBING PERMITS</b>	
<b>1. Plumbing Permit Issuance</b>	
a. For issuing each permit ①	\$ 43.00
b. For issuing each supplemental permit for which the original permit is not expired, cancelled or completed. Except for wood stoves or solid fuel appliances. May not extend to another applicant's permit	\$ 13.00
<b>2. Schedule of Plumbing Fees</b>	
a. For the installation, relocation or replacement of plumbing fixture, trap or stub-out ②	\$ 17.00
b. For each water heater or replacement (storage tank type)	\$ 17.00
c. For installation, alteration, or repair of water piping and/or water treatment equipment	\$ 17.00
d. For repair or alteration of drainage or vent piping	\$ 17.00
e. For each lawn sprinkler or fire protection system, or any one meter, including backflow	\$ 17.00
f. For 1 to 4 total unprotected plumbing fixtures, tanks, vats, etc., or vacuum breaker or	\$ 17.00
g. For 5 or more unprotected plumbing fixtures, tanks, vats, etc., or vacuum breaker or backflow protection device (each)	\$ 6.00
h. For each industrial water pre-treatment equipment including the drainage and vent ③	\$ 20.00
i. For each medical gas and vacuum piping system serving one to five inlet(s), outlet(s) or opening(s) for a specific gas	\$ 143.00
j. For each additional medical gas and vacuum inlet(s), outlet(s) or opening(s) over 5	\$ 15.00
k. For each gray water system installation	\$ 102.00

**Building Permit Fee Schedule  
Calendar Year 2025**

<b>D. ELECTRICAL PERMITS</b>	
<b>1. Single-Family Dwelling</b>	
a. New construction 100 to 300 Amp service	\$ 371.00
b. New construction 301 or more Amp service	\$ 575.00
c. New addition to, remodel or interior rewire of existing	\$ 112.00
d. Change or upgrade service – meter and/or breaker panel	\$ 70.00
e. Miscellaneous residential wiring (labor and materials not to exceed \$50.00) ①	\$ 43.00
f. Miscellaneous residential wiring (labor and materials over \$50.00 but no addition, remodel or interior rewire)	\$ 85.00
g. For mobile home, manufactured home, modular home, or travel trailer use #5	
<b>2. Duplex</b>	
a. New construction – any capacity service	\$ 513.00
b. Any other installations – use #7	
<b>3. Multi-Family Dwelling (3 to 12 units)</b>	
a. New construction – any capacity service	\$ 284.00
b. New construction of multi-family dwellings over 12 units or any other installations use #7	
<b>4. Detached Residential Accessory Building (Garages, Sheds, Barns, Etc.)</b>	
a. New construction / existing unwired – up to 200 Amp service	\$ 112.00
b. New construction / existing unwired – 201 to 300 Amp service	\$ 284.00
c. New construction / existing unwired – 301 Amp service or more	\$ 371.00
d. New construction – any capacity branch service from primary structure (if wired at the same time as primary structure)	\$ 43.00
e. New addition to, remodel, or interior rewire of existing	\$ 112.00
f. Change or upgrade service – meter and/or breaker panel	\$ 70.00
g. Miscellaneous residential wiring (labor and materials not to exceed \$50.00) ①	\$ 43.00
h. Miscellaneous residential wiring (labor and materials over \$50.00 but no addition, remodel, or interior rewire)	\$ 85.00
<b>5. Mobile Home, Manufactured Home, Modular Home or Travel Trailer</b>	
a. Located inside a Court with an existing service (feeder only – service upgrade not included)	\$ 70.00
b. Located outside a Court with an existing service (feeder only – service upgrade not included)	\$ 70.00
c. Located inside or outside a Court with a new service or service upgrade (includes feeder if done at same time)	\$ 112.00
d. For new service or service upgrade only at meter – use #7	
e. New mobile home courts and/or recreational vehicle parks per space for the first 3 spaces.	\$ 43.00
Fee per additional space:	\$ 12.00
f. Change or upgrade service – breaker panel only	\$ 70.00
g. Display homes and mobile offices – use #7	
<b>6. Special Installations</b>	
a. Irrigation wells, livestock wells, etc. (includes new service and feeder for equipment if done at same time)	\$ 112.00
b. Irrigation pump, machines or other outdoor equipment per unit (one pump and/or one pivot)	\$ 100.00
c. Temporary construction service	\$ 70.00
d. STEP sewer system	\$ 100.00
<i>Note: The electrical permit fee for all other installations (commercial, industrial, institutional, public use, or for which a fee is not listed above) shall be based on the project cost according to the schedule below. The project cost shall be the cost to the owner of all labor and material used in the installation. Please round project cost to the nearest hundred prior to using fee schedule.</i>	

**Building Permit Fee Schedule  
Calendar Year 2025**

D. ELECTRICAL PERMITS	
<b>7. Commercial, Non-Residential and Other</b>	
a. Project cost of \$0 to \$500	\$ 80.00
b. Project cost of \$501 to \$1,000	\$80 for the first \$500 + 16% of project balance
c. Project cost of \$1,001 to \$10,000	\$160 for the first \$1,000 + 5.4% of project balance
d. Project cost of \$10,001 to \$50,000	\$646 for the first \$10,000 + 1.4% of project balance
e. Project cost of \$50,001 or more	\$1,206 for the first \$50,000 + 0.5% of project balance
E. LOW VOLTAGE PERMITS	
<b>1. Commercial, Industrial, Multi-Family (3-plex or more) and Other</b>	
a. Project cost of \$0 to \$500	\$ 80.00
b. Project cost of \$501 to \$1,000	\$80 for the first \$500 + 16% of project balance
c. Project cost of \$1,001 to \$10,000	\$160 for the first \$1,000 + 5.4% of project balance
d. Project cost of \$10,001 to \$50,000	\$646 for the first \$10,000 + 1.4% of project balance
e. Project cost of \$50,001 or more	\$1,206 for the first \$50,000 + 0.5% of project balance
F. MOVING PERMITS	
An oversize load, house or building or part thereof that when loaded onto its means of transportation is eight feet six inches wide but less than fifteen feet wide, and less than	\$ 52.00
transportation is fifteen feet or more wide, and twenty-two feet or more in length, and thirteen feet six inches or more in height.	\$261.00
If the Building official or Public Works Director requires the services of a City employee(s) while the oversize load, house or building or part thereof is in transit.	\$ 98.00
Overweight fee. In addition to the above listed City permit fees, whenever a load is overweight in accordance to the Montana Department of Transportation.	\$131.00
<i>Multiple Moves. Whenever it is proposed that an oversize load, house or building be moved in more than one part, a moving permit shall be obtained for each part moved that comes within the provisions of this chapter. The primary permit fee shall be based upon the size of the largest part. Each additional permit for each part shall be based on the actual size of the remaining parts.</i>	

**Building Permit Fee Schedule  
Calendar Year 2025**

<b>G. REQUESTED INSPECTIONS, SPECIFIC TIME INSPECTION REQUESTS AND REINSPECTION FEES</b>	
REQUESTED INSPECTION FEE: Requested inspections for projects for which there are no permits will be charged a base rate for the first hour or fraction thereof, and \$19.00 for each thirty minutes, or fractional part thereof, in excess of one hour. For the purpose of determining the cost of a requested inspection, the time shall include all travel, inspection, research and clerical time. Fee per hour:	\$ 49.00
SPECIFIC TIME INSPECTION REQUESTS: This section allows a contractor or owner to request a specific time (within 10 minutes) for an inspection. A specific time may be requested between the hours of 9:30 a.m. and 3:30 p.m. Monday through Friday with the exception of holidays. The fee for each Specific Time Inspection Request is:	\$ 70.00
RE-INSPECTION FEE: A re-inspection fee of may be assessed for each inspection or re- inspection when such portion of work for which inspection is called is not complete or when corrections are not made. This section is not to be interpreted as requiring re-inspection fees the first time a job is rejected for failure to comply with the requirements of the applicable building, plumbing, electrical or mechanical code(s), but as controlling the practice of calling for inspections before the job is ready for such inspection or re-inspection. Re-inspection fees may be assessed when the inspection record card is not available on the work site; the approved plans are not readily available to the inspector, for failing to provide access on the date for which inspection is requested, or for deviating from the approved plans. In instances where a re- inspection fee has been assessed, no additional inspections of the work, or project, will be performed until the re-inspection fee has been paid. Re-inspection fee is:	\$ 49.00
<b>H. PLAN REVIEW FEE</b>	
When submittal documents are required, a plan review fee must be paid in addition to the building permit fee. The plan review fee shall be 20% of the building permit fee as established in Section 15.32.020(A). The plan review fee must be paid before a building permit application is reviewed beyond the initial screening. Additional plan review required by changes, additions or revisions to plans shall be charged on a per hour basis with a minimum charge of one-half hour (50% of the hourly rate). Rate per hour:	\$ 64.00
<b>I. REACTIVATION FEE</b>	
There is hereby established a reactivation fee for the following expired permits: 1. residential building permit; 2. stand alone residential electrical, plumbing or mechanical permits; 3. commercial building permit; 4. commercial electrical permit; 5. commercial plumbing permit; 6. commercial mechanical permit. The reactivation fee is:	\$264.00
<b>J. ANNUAL PERMIT</b>	
Annual permits are for special circumstances where ongoing, minor, code-related maintenance work is performed by in house staff. Permit is offered at the discretion of the Building Official per IBC 105.1.1. and one annual permit is required per trade discipline (i.e. Building, Mechanical, Plumbing, Electrical etc.)	\$500.00
<b>K. TITLE ENCUMBERANCE OR RELEASE</b>	
Administrative and recording fee for each encumbrance or release recorded with the Clerk and Recorder's office for unresolved code violations or permit expiration.	\$500.00
<b>L. INSPECTION PHASING PLAN</b>	
Administrative and operating costs for establishing inspection phasing plan other than the entire structure. Fee is per inspection area.	\$500.00

**EXHIBIT A  
Business Licensing Fee Schedule**

Effective January 1, 2025

**New Business or Change of Location**

	Current Fee 2024			Proposed Fee 2025		
	FTE Fee	Minimum Fee (4 FTE)	Maximum Fee (85 FTE)	FTE Fee	Minimum Fee (4 FTE)	Maximum Fee (85 FTE)
<b>General/Contractor</b>						
Commercial Location	\$ 46	\$ 184	\$ 3,910	\$ 49	\$ 196	\$ 4,165
General Home Base	\$ 30	\$ 120	\$ 2,550	\$ 32	\$ 128	\$ 2,720
Home Based Daycare	\$ 46	\$ 184	\$ 3,910	\$ 49	\$ 196	\$ 4,165
Cable Company	\$ 27	\$ 108	\$ 2,295	\$ 29	\$ 116	\$ 2,465

**Retail Beer/Wine/Liquor Sales**

Beer or Wine--Flat fee of \$200 plus	\$ 76	\$ 304	\$ 6,460	\$ 81	\$ 324	\$ 6,885
Beer & Wine--Flat fee of \$400 plus	\$ 76	\$ 304	\$ 6,460	\$ 81	\$ 324	\$ 6,885
All Beverage--Flat fee of \$500 plus	\$ 76	\$ 304	\$ 6,460	\$ 81	\$ 324	\$ 6,885
Veteran & Non Profit -- Flat fee of \$434.00	Flat Fee \$434.00			Flat Fee \$406.25		

**Renewals**

General/Contractor	\$ 24	\$ 96	\$ 2,040	\$ 26	\$ 104	\$ 2,210
<b>Retail Beer/Wine/Liquor Sales</b>						
Beer or Wine--Flat fee of \$200 plus:	\$ 67	\$ 268	\$ 5,695	\$ 72	\$ 288	\$ 6,120
Beer & Wine--Flat fee of \$400 plus	\$ 67	\$ 268	\$ 5,695	\$ 72	\$ 288	\$ 6,120
All Beverage--Flat fee of \$500 plus	\$ 67	\$ 268	\$ 5,695	\$ 72	\$ 288	\$ 6,120
Veteran & Non profit org.-- Flat fee of \$406.25	Flat Fee of \$406.25			Flat Fee of \$406.25		

**Itinerant Vendors**

		Fee		Fee
<b>New Business</b>				
1 week		\$ 105		\$ 112
90 Days		\$ 131		\$ 140
Full Year		\$ 157		\$ 168
<b>Renewals</b>				
Full Year License Renewal		\$ 79		\$ 85

**Rental of Retail, Wholesale and Warehouse Space**

New Ownership or New Rental Properties	Square Footage	Cost/SF	Minimum Fee	Maximum Fee	Cost/SF	Minimum Fee	Maximum Fee
<b>Rental – Retail/Office</b>							
	0 – 4,999	\$ 0.1008	\$ 252	\$ 3,962	\$ 0.1079	\$ 270	\$ 4,240
	5,000 – 9,999	\$ 0.0587	\$ 294	\$ 3,962	\$ 0.0628	\$ 314	\$ 4,240
	10,000 – 19,999	\$ 0.0380	\$ 377	\$ 3,962	\$ 0.0406	\$ 404	\$ 4,240
	20,000 – 49,999	\$ 0.0271	\$ 541	\$ 3,962	\$ 0.0290	\$ 579	\$ 4,240
	50,000 – 99,999	\$ 0.0185	\$ 919	\$ 3,962	\$ 0.0198	\$ 983	\$ 4,240
	100,000 +	\$ 0.0167	\$ 1,664	\$ 3,962	\$ 0.0179	\$ 1,780	\$ 4,240
<b>Rental – Wholesale/Warehouse</b>							
	0 – 9,999	\$ 0.0502	\$ 251	\$ 3,962	\$ 0.0538	\$ 269	\$ 4,240
	10,000 – 24,999	\$ 0.0292	\$ 292	\$ 3,962	\$ 0.0313	\$ 313	\$ 4,240
	25,000 – 49,999	\$ 0.0166	\$ 283	\$ 3,962	\$ 0.0178	\$ 303	\$ 4,240
	50,000 – 99,999	\$ 0.0169	\$ 840	\$ 3,962	\$ 0.0180	\$ 898	\$ 4,240
	100,000 – 199,999	\$ 0.0139	\$ 1,371	\$ 3,962	\$ 0.0149	\$ 1,467	\$ 4,240
	200,000 +	\$ 0.0133	\$ 2,634	\$ 3,962	\$ 0.0143	\$ 2,819	\$ 4,240
<b>Renewals</b>							
	Rental—Retail/Office	\$ 0.0134	\$ 68	\$ 1,875	\$ 0.0144	\$ 73	\$ 2,006
	Rental— Wholesale/Warehouse	\$ 0.0113	\$ 68	\$ 1,875	\$ 0.0121	\$ 73	\$ 2,006

**Market Events**

	Per Booth/Table	Minimum Fee (4 Tables)	Maximum Fee (50 Tables)	Per Booth/Table	Minimum Fee (4 Tables)	Maximum Fee (50 Tables)
New Markets	\$ 93	\$ 372	\$ 4,650	\$ 100	\$ 400	\$ 5,000
Renewals	\$ 24	\$ 96	\$ 1,200	\$ 26	\$ 104	\$ 1,300

**Boiler Room Operations**

		Fee		Fee
<b>New Operations</b>				
First 26 consecutive weeks	1 to 4 Phones (Fee is per week or portion thereof)	\$ 251	1 to 4 Phones (Fee is per week or portion thereof)	\$ 269
	Each additional phone over 4 (Fee is per phone per week)	\$ 33	Each additional phone over 4 (Fee is per phone per week)	\$ 35
Annual rate	1 to 7 Phones	\$ 2,634	1 to 7 Phones	\$ 2,819
	8 or more phones	\$ 4,932	8 or more phones	\$ 5,277
Background investigations	Per Person	\$ 63	Per Person	\$ 67

**Other Fees & Endorsements**

		Fee		Fee
<b>Tourist Home Registration</b>				
	New Registration	\$ 594		\$ 636
	Renewal	\$ 220		\$ 235
Background investigations each		\$ 63		\$ 67
Pawnbroker endorsement		\$ 475		\$ 508
<b>Sidewalk Café Endorsement</b>				
	Alcoholic Beverages not permitted (annual fee)	\$ 37		\$ 39
	Alcoholic Beverages permitted (annual fee)	\$ 72		\$ 77
Going out of business license		\$ 37		\$ 39

**Exhibit A Additions & Changes to  
Land Use & Planning Fee Schedule  
Effective January 1st, 2025**

**PLANNING**

**SIGN PERMITS**

	<b>Current Fees FY 2024</b>	<b>Proposed Fees FY 2025</b>
Sign Permit Review Deposit	\$ 47	\$ 51
Banner Sign Permit (on private property)	\$ 47	\$ 51
Sidewalk Sign Permit	\$ 54	\$ 58
Ground Sign Permit	\$ 91	\$ 97
Wall Sign Permit (includes awnings)	\$ 95	\$ 101
Projecting Signing Permit	\$ 95	\$ 101
Window Sign Permit	\$ 74	\$ 79
Other Sign Permit 0-49 sq. ft	\$ 53	\$ 56
Other Sign Permit 50-100 sq. ft	\$ 91	\$ 97

**ZONING COMPLIANCE PERMITS (ZCP) - ZONING COMPLIANCE REVIEW (ZCR)**

ZCP/ZCR Residential Accessory Use	\$ 86	\$ 92
ZCP Single & Duplex Residential	\$ 171	\$ 183
ZCP Multi-Dwelling, Commercial, and Industrial	\$ 515	\$ 551
Administrative Adjustment-Single & Duplex Residential	\$ 860	\$ 920
Administrative Adjustment-Multi-dwelling, Commercial, Industrial	\$ 1,547	\$ 1,655
ZCP Temporary Uses	\$ 54	\$ 58
ZCP/ZCR Miscellaneous Reviews taking 30 minutes or less	\$ 86	\$ 92
Final Zoning Compliance Certificate	\$ 275	\$ 294
Adjacent Property Owner Notification (cost per letter)	\$ 9.22	\$ 9.86
Conditional Use Review	\$ 2,753	\$ 2,946

**TOWNHOME EXEMPTION DEVELOPMENT AND SXWTPQYEN FORM BASED CODE**

**REVIEW:**

ZCP TED Under 5 Units	\$ 2,748	\$ 2,940
ZCP TED 6-10 units (flat fee only)	\$ 3,292	\$ 3,522
ZCP TED 11-30 units (flat fee plus cost per unit: 1-20 units max)	\$ 3,291 + \$ 286/unit	\$ 3,521 + \$ 306/unit
TED Amendment	\$ 286	\$ 306
Sxwtpqyen Master Plan and Form Based Code Review	\$ 1,145	\$ 1,225

**COMPREHENSIVE PLAN COMPLIANCE:**

Comp Plan Compliance - Single-Family Residential	\$ 167	\$ 179
Comp Plan Compliance - Multi-Family, Commercial & Industrial	\$ 550	\$ 589
Comp Plan Compliance Appeal	\$ 2,764	\$ 2,957

**FLOODPLAIN ACTIVITIES:**

Floodplain Determination for Regulatory Purposes	\$ 107	\$ 114
Floodplain Determination Requiring Site Visit	\$ 228	\$ 244
Letter of Map Change Request (w/o FP Permit)	\$ 228	\$ 244
Floodplain Permit – Small Scale (SDUs, small ponds, typical agricultural structures)	\$ 755	\$ 808
Floodplain Permit – Large Scale (In-stream structures, bank stabilization, multi-dwellings, commercial/industrial, bridges, campgrounds, gravel pits)	\$ 840	\$ 899
Floodplain Application during/after Project Complete	Double Fee	Double Fee
Floodplain Permit Extension	\$ 52	\$ 55
Floodplain Permit Variance Application	\$ 541	\$ 579
Floodplain Permit Appeal Application	\$ 541	\$ 579

**BOARD OF ADJUSTMENT - CITY (BOA):**

Variance: Single & Duplex Residential--Permitted Uses	\$ 1,032	\$ 1,104
Variance: Multi-Dwelling, Commercial & Industrial--Permitted Uses	\$ 2,063	\$ 2,208
Special Exception	\$ 1,893	\$ 2,026
Appeal of Administrative Action	\$ 1,635	\$ 1,750
Public Forums	\$ 1,375	\$ 1,471
Adjacent Property Owner Notification (cost per letter)	\$ 9.22	\$ 9.86

**DESIGN REVIEW:**

Special Sign Design Review	\$ 1,335	\$ 1,429
Building Graphics Review	\$ 175	\$ 187
Design Review: Single and Duplex Residential	\$ 961	\$ 1,028
Design Review: Multi-Dwelling, Commercial & Industrial	\$ 1,979	\$ 2,117
Boulevard Variance	\$ 1,722	\$ 1,843
Adjacent Property Owner Notification (cost per letter)	\$ 9.22	\$ 9.86

**DESIGN EXCELLENCE REVIEW (DER):**

Design Excellence Review Site Modification/Façade Modification	\$172 + \$57/variation	\$184 + \$61/variation
Design Excellence Review New Construction & Addition	\$287 + \$57/variance	\$307 + \$61/variance

**ZONING / REZONING - CITY:**

Zoning Map Amendment (Rezoning) - up to and equal to 1 acre	\$ 4,785	\$ 5,120
Zoning Map Amendment (Rezoning) - s greater than 1 acre	\$ 7,376	\$ 7,892
PUD Overlay Rezoning - Projects 1 acre or less	\$ 8,608	\$ 9,211

0.07

PUD Overlay Rezoning - Projects over 1 acre	\$ 11,987	\$ 12,826
PUD Overlay - Final Development Plan	\$ 3,390	\$ 3,628
Growth Policy Amendment: Targeted	\$ 1,374	\$ 1,470
Growth Policy Amend-Commercial	\$ 12,326	\$ 13,189
Growth Policy Amend-Appeal	Re-application	Re-application
Adjacent Property Owner Notification (cost per letter)	\$ 9.22	\$ 9.86
Annexation (up to or equal to 1 acre)	\$ 3,091	\$ 3,308
Annexation (> 1 acre)	\$ 4,694	\$ 5,023
Adaptive Reuse Zoning Map Amendment (Rezoning) – up to and equal to 1 acre	\$ 2,020	\$ 2,161
Adaptive Reuse Zoning Map Amendment (Rezoning) – greater than 1 acre	\$ 3,688	\$ 3,946

**SUBDIVISION:**

Subdivision Exemption Affidavit (SEA)	\$ 400	\$ 400
Minor Preliminary Plat (1-5 lots)	\$ 7,483	\$ 8,007
Minor Final Plat Review	\$ 1,475	\$ 1,578
Minor Final Plat Engineering Review	\$ 737	\$ 789
Minor Final Plat Parks and Trails Review	\$ 737	\$ 789
Major Preliminary Plat (6-10 Lots): base + per lot	\$7,267.68 base + \$239.16 per lot	\$7,776.42 base + \$255.90 per lot
Major Preliminary Plat (11-20 Lots): base + per lot	\$7,439 base + \$250.17 per lot	\$7,959.73 base + \$267.68 per lot
Major Preliminary Plat (21-40 Lots): base + per lot	\$9,097.95 base + \$158.00 per lot	\$9,734.81 base + \$169.06 per lot
Major Preliminary Plat (Over 40 Lots): base + per lot	\$12,402.70 base + \$79.00 per lot	\$13,270.89 base + \$84.53 per lot
Major Final Plat Review	\$ 2,576	\$ 2,756
Major Final Plat Resubmittal Fee (50% of cost of original fee)	\$ 1,288	\$ 1,378
Phased Development Review	\$ 2,175	\$ 2,328
Major Final Plat Engineering Surface Plan Review Process	\$ 859	\$ 919
Major Final Plat Parks and Trails Review	\$ 1,288	\$ 1,378
Variance from Subdivision Standard	\$ 949	\$ 1,016
Vacation of Recorded Plat	\$ 1,059	\$ 1,133
Phasing Plan Extension / Amendment	\$ 1,488	\$ 1,593

**HISTORIC PRESERVATION:**

Historic Demolition/Relocation Permit	\$ 256	\$ 274
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**RESUBMITTAL:**

50% of the application fee for each resubmittal.		
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**CODE COMPLIANCE**

**HAZARDOUS VEGETATION PROGRAM:**

Minimum cutting and removal fee / penalty	Actual Cost	Actual Cost
Administrative fee - Non-compliance	Up to \$211.86	Up to \$226.69

**SIDEWALK SNOW & ICE REMOVAL**

Snow & ice removal service per work order	Actual Cost	Actual Cost
Administrative fee	Up to \$211.86	Up to \$226.69

**STREET USE PERMITS (plan check and inspection):**

Special Event Permit	\$ 230	\$ 247
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**BUILDING**

**RESUBMITTAL:**

50% of application fee		
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