



## *Agenda Commentary*

**Subject:** Proposed increase to License, Permits and Inspections

**Staff Source:** Toby Anders Code Enforcement Officer/Building Inspector

**History/Background Information:** This information was presented to the City Council January 2015

**Recommendation:** It is my recommendation to the City Manager that we increase the fees for licenses, permits and inspection. In the last 10 years there have not been any increases. Per City Code 3-1-3 the fee “to ensure that such services furnished by the city shall not be at a loss as measured by the cost to the city to perform such services.” It also states the “The changes to be effected in any such charge or charges shall be up the recommendation of the City Manager to the City Council and the Council’s approved resolution in the regular council meeting, thus elimination any need for formal approval by ordinance.”

<b>City of Clinton</b>	<b>current fee</b>	<b>proposed fee</b>	<b>state license required</b>	<b>number issued 2016</b>
<b>Gen. Res. Rem/Add</b>	<b>\$25.00</b>	<b>\$40.00</b>	<b>N</b>	<b>Add 27 Rem 108 135</b>
<b>Gen. Com. Rem/Add</b>	<b>\$35.00</b>	<b>\$55.00</b>	<b>N</b>	<b>Add 15 Rem 29 44</b>
<b>Eating &amp; Drinking</b>	<b>\$5.00</b>	<b>\$25.00</b>	<b>Y</b>	<b>56</b>
<b>Beer served</b>	<b>\$20.00</b>	<b>\$25.00</b>	<b>Y</b>	<b>14</b>
<b>Beer Pkgd.</b>	<b>\$10.00</b>	<b>\$25.00</b>	<b>Y</b>	<b>16</b>
<b>Mixed beverage</b>	<b>\$750.00 first yr. <u>remove</u> \$600.00 every year after—no change</b>			<b>6</b>
<b>Liquor store</b>	<b>\$900.00</b>	<b>\$950.00</b>	<b>Y</b>	<b>3</b>
<b>Pawn broker</b>	<b>\$10.00</b>	<b>\$25.00</b>	<b>N</b>	<b>2</b>
<b>Ice Cream Truck</b>	<b>\$25.00</b>	<b>\$50.00</b>	<b>Y</b>	<b>1</b>
<b>Mobile home/ MH Park</b>	<b>\$10.00</b>	<b>\$20.00</b>	<b>N</b>	<b>50/8</b>
<b>Billboard</b>	<b>\$5.00</b>	<b>\$25.00</b>	<b>N</b>	<b>12</b>
<b>Secondhand store</b>	<b>\$10.00</b>	<b>\$25.00</b>	<b>N</b>	<b>3</b>
<b>Lunch wagon/Mobile</b>	<b>\$25.00</b>	<b>\$50.00</b>	<b>Y</b>	<b>7</b>
<b>Inspect. Outside City Limits</b>	<b>\$35.00</b>	<b>\$55.00</b>	<b>N</b>	<b>1</b>
<b>Solicitor</b>	<b>\$75.00 per person for 30 days----\$75.00 per day per person</b>			<b>37</b>
				<b>216 Total license</b>

- Residential remodel/addition permit <550 sq. ft. This will include preplan inspection, rough-in inspection and final inspection. The total dollar amount that the City has invested in this permit is that each inspection is averaged at 1 hour per segment and then 30 minutes for processing of the permit. The hourly wage for the City Inspector is \$26.82 and the administrator assistant is \$18.80. This calculates out to \$89.86 and the increase that is proposed is \$40.00 for the permit.
- All individual plumbing, mechanical, electrical and roofing permits for residential will stay at \$25.00.
- Residential new construction/addition >550 sq. ft. Permits would be figured off of square footage. No increase for this permit.
- Commercial remodel/addition permit <750 sq. ft. This includes preplan inspection, 2-rough-in inspection and final inspection. The total dollar amount that the City has invested in the permit is that each inspection is averaged at 1 hour per segment and the 30 minutes for processing the permit. With using the same hourly wage as the residential this calculates out to \$116.68 and the proposed increase is \$55.00.
- All individual plumbing, mechanical, electrical and roofing permits for commercial will stay at \$35.00.
- Commercial new construction/addition >750 sq. ft. Permits will be figured off of square

footage. No increase for this permit.

- License fee increase is figured two different ways. One is if the City license requires a State license and the other is if it does not.
- If the City license does require a State license it was calculated at 30 minutes per license. That is 15 minutes per renewal notice to be generated. Then 15 minutes per notice for making copies of the State license printing off a new City license and receipting the money. The cost of each renewal notice to be sent 1 time is \$11.40.
- If the City license does not require a State license it is calculated at 25 minutes. That is 15 minutes per renewal notice to be generated. Then 10 minutes per notice for printing off new City license and receipting the money. The cost of each renewal notice to be sent 1 time is \$9.86.
- Each of the license figures have a \$2.00 fee added to each notice for envelopes, postage and copies

<u>Description</u>	<u>W'ford</u>	<u>Elk City</u>	<u>Yukon</u>	<u>Woodward</u>	<u>Enid</u>
<b>Gen. Res. Rem/Add</b>	<b>\$20 + \$0.05 sqft</b>	<b>\$20-35 +fixtures Formula</b>	<b>\$50 plan rev. \$35 or \$0.12</b>	<b>\$10/\$1000 \$1/\$1000 over</b>	<b>\$180</b>
<b>Gen. Com. Rem/Add</b>	<b>\$27.50 + \$0.04 sqft</b>	<b>Same as Res.</b>	<b>\$50 plan rev. \$50 or \$0.12</b>	<b>\$10/\$1000 \$1/\$1000</b>	<b>\$480</b>
<b>Eat &amp; Drinking</b>	<b>\$10</b>	<b>0</b>	<b>---</b>	<b>0</b>	<b>\$75</b>
<b>Pawn Broker</b>		<b>0</b>	<b>---</b>	<b>0</b>	<b>\$50</b>
<b>Beer Served</b>		<b>\$20</b>	<b>\$20</b>	<b>\$20</b>	<b>\$60</b>
<b>Mixed Beverage</b>		<b>\$905</b>	<b>\$1000/\$900</b>	<b>\$300</b>	<b>\$650</b>
<b>Liquor Store</b>		<b>\$905</b>	<b>\$600</b>	<b>\$300</b>	<b>\$625</b>
<b>Ice Cream Truck</b>		<b>Res no charge No Res \$100 per Day per person</b>	<b>---</b>	<b>\$15 day \$25 week \$50 year</b>	<b>\$100</b>
<b>Mobile Home/Park</b>		<b>\$35 outside park</b>	<b>----</b>		<b>\$50 +\$2.50 over 20</b>
<b>Billboard</b>		<b>----</b>	<b>----</b>	<b>0</b>	<b>-----</b>
<b>Secondhand Store</b>		<b>0</b>	<b>----</b>	<b>0</b>	<b>\$20</b>
<b>Lunch wagon/mobile</b>		<b>Same as other Vendors</b>	<b>----</b>	<b>same as other vendor</b>	<b>\$100</b>
<b>Inspect. Outside Limits</b>		<b>0</b>	<b>----</b>	<b>-----</b>	<b>-----</b>
<b>Solicitor license</b>		<b>Same as other Vendor</b>		<b>Same as other Vendor</b>	<b>\$5 per day or \$25 per month</b>