

AN ORDINANCE AMENDING THE LAKE SAINT LOUIS MUNICIPAL CODE TITLE I: GOVERNMENT CODE, CHAPTER 135 FINANCE, TAXATION AND REVENUE, ARTICLE III FEE SCHEDULE, SPECIFICALLY RELATING TO FEES OF THE COMMUNITY DEVELOPMENT DEPARTMENT.

WHEREAS, the Board of Aldermen has determined that certain existing City fees are insufficient to recapture the actual reasonable costs incurred by the City in providing the services for which such fees are charged, and

WHEREAS, the Board of Aldermen desires to implement a reasonable procedure for ensuring that City fees are fairly and reasonably increased as the City's costs to provide services increase over time, as detailed in the Community Development Director's memorandum (labeled as Attachment 1, attached hereto and made a part hereof), and

WHEREAS, the Community Development Department has reviewed fees for similar public services provided by peer municipalities in determining appropriate increases and staying within industry standards for the Planning Division (fee comparison table labeled as Attachment 2, attached hereto and made a part hereof) and the Building Division (fee comparison table labeled as Attachment 3, attached hereto and made a part hereof); and

WHEREAS, upon due consideration, the Board of Aldermen finds and determines that certain fees of the Community Development Department relating to the Planning and Zoning Division and Building Division are appropriately increased in relation to the department's costs to provide such services.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF ALDERMEN OF THE CITY OF LAKE SAINT LOUIS, MISSOURI, AS FOLLOWS:

SECTION 1. The following provisions of Title I: Government Code of the Lake Saint Louis Municipal Code are hereby amended as documented below (additions in bold, deletions struck through):

Title I Government Code

Chapter 135 Finance, Taxation and Revenue

Article III Fee Schedules

Section 135.100 Planning ~~and Zoning~~ **Division Fees**

Planning and Zoning Fee Table		
Description	Fee	Code Section
<b>Application Fees</b>		
Annexation	None	405.110
Appeal of administrative enforcement	\$150	405.240
Appeal of final decision	\$150	405.250
Floodplain development permit	\$100	405.190

Improvement plan	None	405.180
Master Plan	\$200	405.150
Minor adjustment	None	405.220
Preliminary plat, major	\$250 + \$25 per lot or \$250 + \$10 per acre, whichever is greater	405.120
Preliminary plat, minor	\$200	405.120
Record plat	\$250 + \$25 per lot or \$250 + \$10 per acre, whichever is greater	405.130
Sign permit	<del>\$50</del> <b>\$75 non-illuminated, \$100 illuminated</b>	405.200
Site plan, major	<del>\$100</del> <b>\$200</b>	405.160
Site plan, minor	<del>\$100</del> <b>\$150</b>	405.160
Special use permit	<del>\$100</del> <b>\$200</b>	405.170
Storm sewer permit	\$15	405.210
Text amendment	None	405.090
Vacation of rights-of-way/easement plat	\$200	405.140
Variance	\$150	405.230
Zoning Map amendment	<del>\$200</del> <b>\$250</b>	405.100
<b>Other Fees</b>		
Inspection fees - required improvements	See Section 430.570B.	430.570B
Payment in lieu of park land dedication	See Section 430.720.	430.720
Public hearing fee	Actual costs associated with public hearings, including but not limited to stenographer, published notice, and mailed notice. Deposit of \$500 due upon application submittal.	405.060
Zoning verification letter	\$15	

Section 135.110 Code-Enforcement Building Division Fees

**Code Enforcement Fee Table**

<b>Description</b>	<b>Fee</b>
<b>Code Enforcement Fee Table</b>	
<b>Description</b>	<b>Fee</b>
<b>Review Fees:</b>	
Abatement of Nuisance (nuisances)	See Section <u>220.090</u>
Abatement of Nuisance (streets, sidewalks and other public places)	See Section <u>510.080</u>
Addition (includes roof structures)	\$25.00
Commercial — New Construction	Included in Permit Cost
Commercial — Remodeling	\$50.00
Fences	\$25.00
Minimum Review Fee (excludes new construction)	\$25.00
Minor additions/modifications (includes basements, decks)	\$25.00
Multi-Family (up to 2 units)	Included in Permit Cost
Multi-Family (over 2 units)	Included in Permit Cost
Pools (in ground)	\$25.00
Single-Family	Included in Permit Cost
Weeds — Penalty (per day of violation)	\$25.00 — \$500.00
Weeds — Special Assessment	Cost + Atty Fee (Fee not to exceed 10% of cost)
<b>Building Permits:</b>	
Accessory Use Fee (Paper Recycling Bins) — (Fee includes review and permit)	\$35.00
Addition (includes roof structures)	Estimated Cost* X .0060
Commercial — New Construction	Estimated Cost* X .0060
Commercial — Remodeling	\$30.00 per inspection
Contractor License	\$100.00
Electrical remodel — Residential	\$25.00
Electrical remodel — Commercial	\$50.00
Fences	\$25.00
Fire/Safety Inspections for New Residential Structures located within the Jurisdictional Boundaries of the Lake Saint Louis Fire Protection District	\$50.00
Grading permit — excavations, grading or filling of more than 1,000 cubic yards of material	\$25.00

**Code Enforcement Fee Table**

Description	Fee
<b>Code Enforcement Fee Table</b>	
Description	Fee
HVAC replacements/installation — Commercial	\$50.00
HVAC replacements/installation — Residential	\$25.00
Minimum Permit Fee	\$25.00
Minor additions/modifications (includes basements, decks)	\$25.00
Multi-Family Residential	Estimated Cost* X .0060
Plumbing remodel — Commercial	\$50.00
Plumbing remodel — Residential	\$25.00
Pools	\$25.00
Residential Certificate of Occupancy	\$50.00
Residential Certificate of Reoccupancy	\$50.00
Single-Family Residential	Estimated Cost* X .0060

\* Estimated Cost to be determined by International Code Council permit formula.

Category	Permit Fee	Plan Review Fee	Total Fee
<b>Building Permit / Plan Review Fees (Commercial and Residential):</b>			
Addition, Major (Adding Square Footage / Expanding Building Footprint)	\$125 minimum, or .006 x cost of construction when exceeding \$20,834.00	\$50 minimum, or .0012 x cost of construction when exceeding \$41,667.00	Permit Fee + Plan Review Fee
Addition Minor, (Decks, Gazebos, Pergolas, Accessory Structures, Hot Tubs, Retaining Walls, Fences, And Similar Construction)	\$50 minimum, or .006 x cost of construction when exceeding \$8,334.00	\$25 minimum, or .0012 x cost of construction when exceeding \$20,834.00	
Demolition	\$150	\$25 minimum, or .0012 x cost of construction when exceeding \$20,834.00	
Fences	\$50 minimum, or .006 x cost of construction when exceeding \$8,334.00	\$25 minimum, or .0012 x cost of construction when exceeding \$20,834.00	

Floodplain Development	\$100 minimum, or .006 x cost of construction when exceeding \$16,667	\$100 minimum, or .0012 x cost of construction when exceeding \$83,334.00	
Master-Plan Review (establishing a master-plan)		\$100 minimum, or .0012 x cost of construction of the total design options when exceeding \$83,334.00	
Master-Plan Permit (for approved master-plan on file)	\$125.00 minimum or .006 x cost of construction when exceeding \$20,834.00	\$25 per site plan	
Mechanical / Electrical / Plumbing (MEP) Permits	\$50 minimum, or .006 x cost of construction when exceeding \$8,334.00	\$25 minimum, or .0012 x cost of construction when exceeding \$20,834.00	
New Construction (Ground-Up Construction)	\$125 minimum, or .006 x cost of construction when exceeding \$20,834.00	\$100 minimum, or .0012 x cost of construction when exceeding \$83,334.00	
Remodeling And Basement Finishes (Work Within An Existing Building / Footprint)	\$100 minimum, or .006 x cost of construction when exceeding \$16,667	\$50 minimum, or .0012 x cost of construction when exceeding \$41.667.00	
Swimming Pools	\$125 minimum, or .006 x cost of construction when exceeding \$20,834.00	\$50 minimum, or .0012 x cost of construction when exceeding \$41.667.00	
<b>Additional Fees:</b>			
Extra Inspection / Per Inspection			\$35
Minimum Permit and Plan Review Fee: Unless Noted Otherwise	\$50 minimum, or .006 x cost of construction when exceeding \$8,334.00	\$25 minimum, or .0012 x cost of construction when exceeding \$20,834.00	Permit Fee + Plan Review Fee
<b>Code Enforcement Fees:</b>			
Abatement of Nuisance (nuisances)			See Section 220.090
Abatement of Nuisance (streets, sidewalks and other			See Section 510.080

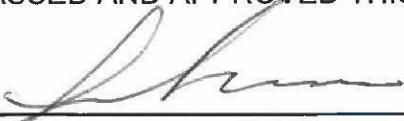
public places			
Weeds, — Penalty (per day of violation)			\$25.00 — \$500.00
Weeds, — Special Assessment			Cost + Atty Fee (Fee not to exceed 10% of cost)

\* Estimated Cost to be determined by International Code Council permit formula.

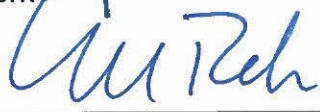
SECTION 2. All other code sections shall remain in full force and effect.

SECTION 3. This ordinance shall be in full force and effect from and after its passage and approval.

PASSED AND APPROVED THIS 20<sup>th</sup> DAY OF February, 2024.

  
\_\_\_\_\_  
Jason Law, Mayor

ATTEST:   
\_\_\_\_\_  
Donna F. Daniel, City Clerk

APPROVED AS TO FORM:   
\_\_\_\_\_  
Matthew Reh, City Attorney





February 20, 2024

TO: Mayor & Board of Aldermen

FROM: Bryan Kopp, Chief Building Official  
Andrew Stanislav, Community Development Director

SUBJECT: 2024 Permit Fee Increases

The Community Development Department has recently reviewed the permit fee schedule and found that the current fees may not adequately represent the cost of services we are providing.

Building Division:

As an example: A "plan review fee" has not been charged for recent building permits. The International Code Council (ICC) sets the standard for building permit fees and plan review fees. Using the ICC's method, our plan review fee can be updated to reflect 0.0012 of the permit's total cost of construction.

By keeping our building permit fee multiplier at its current value of 0.006, we are proposing to combine the building permit fee multiplier with the plan review multiplier. This will result in a total permit fee multiplier of 0.0072 times the total construction cost for a project.

Here is an example using a project with a total cost of construction equaling \$300,000:

- The current building permit fee ( $300,000 \times .006$ ) would be \$1,800.
- By adding the plan review fee, the new total permit fee (building permit + plan review) would be \$2,160.
- This is a difference of \$360 that will offset the cost of staff time to review the construction plans and accompanying documents while still including all required on-site inspections for the project.

We are also proposing to increase our "minimum" building permit fees to better reflect the cost of services provided. For example;

- Decks, fences, retaining wall, commercial electrical, plumbing, mechanical permit minimum fees are proposed to be increased from \$50 to \$75.
- In-ground pool permit minimum fees are proposed to be increased from \$125 to \$175.
- And residential electrical, mechanical, and plumbing permit minimum fees are proposed to be increased from \$25 to \$75. Again, this includes all reviews and inspections for these projects.

Planning Division:

Fees for planning and zoning applications were last updated in 2021 as part of the updated Zoning Code (Ordinance 4190); however, the majority of these fees were reorganized to match the new application names established under the new Zoning Code though the amount of fees remained the same as at least when the existing fee schedule was established in 2001 (Ordinance 1631). These fee increases are modest to account for increased expenses and reflect those of other municipalities in the area.

While the City is not trying to profit from permit fees, staff believes that these updates will more accurately cover today's costs of processing permits, reviewing the plans, conducting all inspections required for each permit, and the closing out each completed permit.

Application Type (January 2024)	Lake Saint Louis	St. Peters	O'Fallon	Wentzville	St. Charles City	St. Charles County
<b>Text &amp; Zoning Map Amendment Procedures</b>						
Text Amendment	None	-	-	None	None	-
Zoning Map Amendment	<del>\$200</del> \$250	\$250	\$100	\$500 (up to \$1,000)	\$300	\$500 (4.9 acres or less) - \$1,000 (100 acres or more)
Annexation	None	-	None	None	None	None
<b>Subdivision Procedures</b>						
<b>Preliminary Plat</b>						
Minor	\$200	\$305	\$150	\$200+\$2 per lot/unit	\$100+\$2 per unit (Multi-Family)	\$200 + \$5 per lot (Single-Family)
Major	\$250 + \$25 per lot or \$250 + \$10 per acre, whichever is greater	\$305	\$150	\$200+\$2 per lot/unit	\$100 + \$5 per acre (Commercial/Industrial)	\$200 + \$5 per acre (Commercial/Industrial)
Record Plat	\$250 + \$25 per lot or \$250 + \$10 per acre, whichever is greater	\$100 + \$2 per lot	\$200	\$100	None	None
<b>Development Review Procedures</b>						
Master Plan	\$200	?	\$300 (Area/Final Plan)	\$200	-	?
<b>Site Plan</b>						
Minor	<del>\$100</del> \$150	\$75 (minor amend)	\$150	\$150	\$200	\$100 + \$5 per acre
Major	<del>\$100</del> \$200	\$390	\$150	\$150	\$200	\$100 + \$5 per acre
Special Use Permit	<del>\$100</del> \$200	\$250	\$100	\$200	\$300	\$400
<b>Development Permit Procedures</b>						
Sign Permit	\$50-\$75 non-illuminated, \$100 illuminated	\$40 (per sign, no fee for temp)	\$35 + \$1 per sq. ft. of sign area	\$35/\$85	\$99/\$75	\$100/\$75
<b>Flexibility &amp; Relief Procedures</b>						
Minor Adjustment	None	-	-	-	-	-
Variance	\$150	\$100	\$100	\$200	\$300 Comm/\$100 Res	\$250



NEW CONSTRUCTION- MULTIPLIER (ICC calculated cost X multiplier)	ST. CHARLES CO	ST. PETERS	O'FALLON	WENTZVILLE	LAKE SAINT LOUIS	Lake Saint Louis	ST. CHARLES CITY
	Current	Current	Current	Current	Current	Proposed	Current
SINGLE FAMILY	0.0073	0.0083	0.0065	0.005	0.006	0.006	0.0045
Cost of Construction	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000	\$300,000
Permit Fee	\$2,190	\$2,490	\$1,950	\$1,500	\$1,800	\$1,800	\$1,350
Review Fee	25% of Permit Fee	\$0	20% of Permit Fee	\$50	\$0	\$360	\$600
Total	\$2,190	\$2,490	\$1,950	\$1,550	\$1,800	\$2,160	\$1,950
MULTIFAMILY	0.0073	SEE TABLE 1	0.0065	0.005 + .002 plan review	0.006	0.006	0.0045
COMMERCIAL	0.0073	SEE TABLE 1	0.0065	0.005 + .002 plan review	0.006	0.006	0.0045
PLAN REVIEW FEE	25% of permit fee	Included w/Permit	20% of permit fee	\$50	Included w/Permit	ECC x 0.0012	ECC x 0.002
MISCELLANEOUS PERMITS							
DECKS	min \$100*	min \$50*	min \$75*	min \$35*	\$50	min \$75*	ECC x 0.0045 & Review x0.002
IN GROUND POOL W/FENCE	min \$100*	min \$50*	min \$85*	min \$35*	\$125	min \$175*	ECC x 0.0045 & Review x0.002
FENCES	min \$60*	NA	min \$25*	min \$35*	\$50	min \$75*	Review x0.002 No Fee \$25
ROOM ADDITIONS- ALL TYPES	min\$60*	min \$50*	min \$150*	min \$35*	0.006	min \$175*	min \$50*
BASEMENT FINISH	min \$60*	min \$50*	min \$100*	min \$35*	\$125	min \$150*	Review x0.002 min \$50*
RETAINING WALL	min \$100	min \$50*	min \$75*	min \$35*	\$50	min \$75*	Review x0.002 min \$50*
ELECTRICAL - Residential	min \$60*	min \$25*	min \$75*	min \$35*	\$25	min \$75*	Review x0.002 min \$50* \$50

Commercial	min \$80*	min \$50*	min \$75*	min \$50*	\$50	min \$75*	min \$50* \$75
PLUMBING - Residential	min \$60*	min \$25*	min \$50*	min \$35*	\$25	min \$75*	35\$50
Commercial	min \$80*	min \$50*	min \$75*	min \$50*	\$50	min \$75*	min \$50* \$75
MECHANICAL - Residential	min \$60*	min \$25*	min \$50*	min \$35*	\$25	min \$75*	35 \$50
Commercial	min \$80*	min \$50*	min \$75*	min \$50*	\$50	min \$75*	min \$50* \$75
DEMOLITION	\$75	min \$50*	min\$100*		\$35	min \$150*	\$100
RE_INSPECTION FEE	\$40 after 3 failed insp.	\$50 after 2 failed insp.	\$35 after 2 failed insp.	\$50 after 2 failed insp.		\$35 after 2 failed insp.	\$50
OCCUPANCY (Rentals)							
Single Family	NA	50**	\$75	\$50	\$75**	\$75**	\$50
Multi Family	N/A	\$40 unit**	\$50	\$50	\$30**	\$50**	\$15-\$50/unit
*Municipality Fee Update Schedule	est. January 2025	n/a	last done 2021	last done January 2023			last done Dec '23

\* Miscellaneous fees are charged by applying the estimated cost of construction times the multiplier, if less than the minimum fee, the minimum fee will apply.

\*\* Occupancy/inspection fee double for occupied units. Tenant changes within 365 days occupancy/inspection fee is half.

TABLE 1  
St. Peters

a. The fee multiplier for a permit requiring a plan examination shall be:

Construction Valuation	Fee Multiplier
\$0.00 to \$4,999,999.99	0.0083
\$5,000,000.00 to \$9,999,999.99	0.0077
\$10,000,000.00 to \$14,999,999.99	0.0072
\$15,000,000.00 to \$19,999,999.99	0.0066
\$20,000,000.00 to \$24,999,999.99	0.0061
\$25,000,000.00 to \$29,999,999.99	0.0056
\$30,000,000.00 and over	0.0050

b. The fee multiplier for a permit not requiring plan examination shall be 0.0070.