

CITY OF WILLARD, MISSOURI

224 W. Jackson Street P.O. Box 187 Willard, MO 65781 417-742-3033 417-742-3080 Fax



Ordinance to Add a New Section Titled Commercial Construction, to the Willard Code of Ordinances Establishing an Ordinance for Regulation and Establishing Fees for Commercial Construction, in the City of Willard, Missouri. (2nd Read)

Discussion & Vote

First Read: 06/24/2024

Second Read: 07/08/2024

Council Bill No: 24-29

Ordinance No: 240624D

AN ORDINANCE TO ADD A NEW SECTION TITLED COMMERCIAL CONSTRUCTION, TO THE WILLARD CODE OF ORDINANCES ESTABLISHING AN ORDINANCE FOR REGULATION AND ESTABLISHING FEES FOR COMMERCIAL CONSTRUCTION, IN THE CITY OF WILLARD, MISSOURI.

WHEREAS, the Board of Aldermen of the City of Willard, Missouri (the “Board”), has determined that certain fees and charges shall be listed in the City code for commercial construction; and

WHEREAS, the Board of Aldermen should review and adjust the city fee schedules and establish proper fees when necessary

BE IT HEREBY ORDAINED AND RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, GREENE COUNTY, MISSOURI, AS FOLLOWS:

Section I: Section 500 of the Willard Code of Ordinances is hereby amended by adding section 500.111 Commercial Construction to read as follows:

Section 500.111 Commercial Construction

NEW BUILDINGS AND ADDITIONS: To calculate the building permit fee you will need the following minimum information: Permit Modifier × Construction Type × Gross Floor Area of Building or Addition (square footage)

Permit Modifier = $\frac{2023 \text{ Department Budget}}{2023 \text{ housing valuation}} \times (\text{percentage of budget to recoup})$

ICC 2020 Modified Type of Construction Factor will be from a matrix of numbers based on Use Group and Construction Type as established by the IBC FEE CALCULATION DATA, and as amended by adoption of this Fee Ordinance.

$(\text{Gross area (Sq Ft) of the building or addition}) \times (\text{Permit Modifier multiply Type of Construction Factor}) = \text{Building Permit Fee}$

INFILLS (TENANT FINISH) AND RENOVATIONS: The building fee will be calculated in the same manner as a New Building or Addition, except the Group shall be S-1 and then the above formula will be used to calculate the Building Permit Fee. $(\text{Gross area (Square Feet)}) \times (\text{Permit Modifier Type of construction}) \div 2 = \text{Building Permit Fee}$

Associated Fees: (PLEASE NOTE PLAN REVIEW AND TECHNOLOGY FEES ARE NON-REFUNDABLE)

Commercial Plan Review: \$150 per hour or \$350 an hour if sent out to a 3rd party review service

Change Order/Revision Fee:(For each Occurrence) \$50.00

Technology Fee: 10% of the calculated Building Permit Fee, or minimum of \$50.00, whichever is greater.

Stormwater Detention Permit: \$175.00

Commercial Trade Fees: 10% of the Building Permit Fee per individual trade. 20% for Electrical

Commercial Trade Fees: (Non Associated with a Permit) \$100.00 Per trade

COMMERCIAL SIGNS AS PART OF THE DEVELOPMENT:

Detached Sign Permit Fee: \$100.00 Plan Review: \$150

Technology Fee: 25% of building Fee

Wall Mounted Signs Permit Fee: \$65.00 Plan Review:\$50.00

Technology Fee: 25% of building Fee

Temporary Banner: \$ 25.00/per 30 day period displayed

COMMERCIAL FLOODPLAIN DEVELOPMENT:

Permit Fee: \$250

Plan Review Fee: 75.00

Technology Fee: 25% OF PERMIT FEE- Technology Fee will not be applied if Floodplain Permit is associated with a Building Permit.

COMMERCIAL PARKING LOT AS STAND ALONE FACILITIES:

PERMIT FEE \$175.00

PLAN REVIEW FEE \$242.00

TECHNOLOGY FEE 25% OF PERMIT FEE

MISCELLANEOUS FEES COMMERCIAL RE-SUBMITTAL PLAN REVIEW FEE (Prior to Permit issuance) \$250.00 for 4th submittal. \$500.00 for 5th and each submittal thereafter. If the Re-Submittal of the design documents is due solely to an error or omission by the City no additional fee or penalty will be assessed.

FAILURE TO SUBMIT CHANGE ORDERS FOR REVIEW: The Penalty Fee for failure to submit change orders/field directives for review PRIOR to work performed after permit issuance: \$250.00 for the 1st infraction, \$500.00 for each infraction thereafter. This penalty fee covers those instances in which changes in the design are made in the field prior to Plan Revisions being submitted to the Department of Building Development Services. This penalty fee is not applicable to aesthetic changes.

RE-INSPECTION FEES:

After the 1st Re-Inspection \$100.00

After the 2nd and 3rd Re-Inspection \$200.00 /each

After 4th Re-inspection and each additional Re-Inspection \$500.00/each Re-Inspections are defined as:

1. Work not ready for requested inspection, i.e: work not installed or constructed when Inspector arrives on site.
2. Re-Inspecting previously inspected work that has not been corrected.
3. Jobsite not accessible after 2nd attempt when contractor has control of access.
4. Failure to have a set of Approved Plans and Specs on site: 1st time is a verbal or written warning; 2nd time and all future times, Re- Inspection Fee will be assessed.
5. Calling for Inspection when work has been done but not in substantial conformance with the adopted codes or approve plans. This penalty fee covers those instances in which changes in the design are made in the field prior to plan revisions being submitted to the Department of Building Development Services. This penalty fee is applicable to aesthetic changes.

AFTER HOURS OR OVERTIME INSPECTION FEES: \$ 45.00 per hour (minimum 2 hours)

PENALTY FEE FOR WORK DONE WITHOUT A PERMIT: The Associated (Permit Fee) × 2 + \$200.00. This penalty fee does not apply to emergency work performed when City Offices are closed. Contractor must obtain an applicable permit next open business day after the work is performed.

Section 2: This Ordinance shall be in full force and effect from and after the date of its passage by the Board of Aldermen and approval of the Mayor.

Read two times and passed at meeting: _____.

Approved as to form: _____
City Attorney

Attested by:

Approved by:

Janice Gargus, City Clerk

Troy Smith, Mayor

CITY OF WILLARD, MISSOURI

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Agenda Item #19

Ordinance to Amend Section 500.110 Fee Schedule of the Willard Code of Ordinances in the City of Willard, Missouri.

(1st Read)

Discussion

First Reading: 6-24-24

Second Reading: 7-8-24

Council Bill No.: 24-30

Ordinance No 240624E

AN ORDINANCE TO AMEND SECTION 500.110 FEE SCHEDULE OF THE WILLARD CODE OF ORDINANCES IN THE CITY OF WILLARD, MISSOURI.

WHEREAS, the Board of Aldermen of the City of Willard, Missouri (the "Board"), has determined that certain fees and charges currently listed in the City Code Fee Schedule shall be updated; and

WHEREAS, the Board of Aldermen should review and adjust the city fee schedules and establish proper fees when necessary,

BE IT HEREBY ORDAINED AND RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF WILLARD, GREENE COUNTY, MISSOURI, AS FOLLOWS:

Section I: Section 500.110 of the Willard Code of Ordinances is hereby amended by repealing the previous Section 500.110 and replacing it in its entirety with as follows:

Section 500.110 Fee Schedule.

- A. **Adoption Of Fee Schedule.** The City of Willard thereby adopts a fee schedule for building fees and development fees associated with the construction, alteration, enlargement, repair, demolition, conversion, removal, remodeling, use or maintenance of all buildings and structures within the City.
- B. **Collection Of Fees.** All fees due and payable pursuant to the fee schedule herein adopted relating to commercial and residential buildings or structures shall be paid to the Willard City Clerk. All fees due and payable pursuant to the development fee schedule herein adopted shall be payable to the Willard City Clerk.
- C. **City Of Willard Building Fee Schedule.**

Permit Modifier: $(\text{Building Department Budget}) \times (\text{percentage of recoup (50\%)}) \div (\text{Yearly Building Valuation}) \div (20)$

Building Permit Fee: $(\text{Gross Square Footage}) \times (\text{Permit Modifier}) \times (\text{Type of Construction})$

per (ICC 2020 Modified)

ICC 2020 Type of Construction Factor

Finished Living area square footage (excludes garages & basements)

Residential garage, Addition, Accessory Structure Permit Fee: Square Feet × Permit Modifier × Type of construction

Existing Building – Remodel Permit Fee: (Square Feet) × (Permit Modifier) × (Type of construction) ÷ 2

- **Electrical Fee:** 25% of the Building Permit Fee
- **Plumbing Fee:** 15% of the Building Permit Fee
- **HVAC Fee:** 15% of the Building Permit Fee
- **Gas Fee:** 15% of the Building Permit Fee

Building Appeals Application Fee: \$300.00

Certificate of Occupancy \$50.00

Issuance Fee: \$25.00

Occupancy Without a Permit \$150.00 Daily

Plan Review Fee: \$50.00 PER HOUR-\$150.00 3rd Party Per Hour

Re-inspection Fee:

1st Reinspection	\$100.00
2nd & 3rd Reinspection	\$200.00
4th Reinspection	\$500.00

- Work not ready for requested inspection, i.e: work not installed or constructed when Inspector arrives on site
- Re-Inspecting previously inspected work that has not been corrected
- Jobsite not accessible after 2nd attempt when contractor has control of access
- Failure to have a set of Approved Plans and Specs on site: 1st time = warning; 2nd time and all future times, Re-Inspection Fee will be assessed.

Penalty for calling for inspection when work has been done but not in substantial conformance with the Adopted Code or approved plans \$250.00 for 1st time per Project, \$500.00 for each inspection thereafter.

After Hours Inspection Fee: \$45.00 per hour (minimum 2 hours)

Technology Fee: 15% of the Permit Fee

Sewer Connection

SEE SECTION 500.116

Update an Active Permit

\$50.00

Water Connection:

SEE SECTION 500.116

Working without a Permit: Where work has commenced without proper permits, an additional fee equal to the amount of the 2 times the permit + \$200 will be charged. This penalty fee does not apply to emergency work performed. When City Offices are closed. Contractor must obtain an applicable permit within the next business day after offices have reopened.

Accessory Structure:

\$50.00 Minimum Sq Ft X permit modifier X Type of construction = Permit Fee

Additional Fees:

Approach/Curb and Gutter \$50.00

Commercial \$150.00

Blasting Permit \$50.00

Decks: \$50.00

Demolition: \$100.00

- A cash bond of \$500.00 shall be deposited with the City of Willard. The bond shall be refunded after the proper inspections have been completed and all required documents are submitted.

Elevator: \$150.00

Excavation Permit: \$100.00

- A performance bond of \$1,000.00 cash as surety for performance shall be deposited with the Willard clerk for any excavation within the right of way limits of any street, alley, or sidewalk within the Municipal boundaries, such cash bond shall be refunded after meeting the requirements of Section 400.1500

Fence Permit: \$25.00

FIRE SUPPRESSION SYSTEMS

- Plan Review - \$100.00
- Permit for a new system - \$200.00
- Modification of a system - \$100.00

MODULAR HOME

- Park per Lot: \$250.00
- Single Home \$250.00
- Replacement with Existing Utilities \$200.00

MOVING OF A STRUCTURE

- Pre-inspection of Building \$45.00
- Moving Permit: \$100.00 Permit Fee - Electrical, Plumbing, Gas, HVAC Fees Extra
- A cash bond of \$1,500.00 shall be deposited with the Willard City Clerk. The cash bond shall be refunded after the structure has been moved, all proper inspections completed, and the certificate of occupancy permit is issued.

Onsite Wastewater (SEPTIC) \$100.00

Remodel: The fee for remodeling shall be based on added living space. All electrical, Plumbing, Hvac, & Gas will be fully paid per 500.110. If systems have been partially installed the fee will be 50% of the prescribed fee

Re-roof Permit: \$25.00

SIGNS

- Billboards \$0.50 per square foot
- Detached Signs \$50.00
- Attached Signs \$50.00
- Illuminated Signs \$65.00

COMMERCIAL SIGNAGE WITH DEVELOPMENT SEE SECTION 500.111

SOLAR PERMIT:

- RESIDENTIAL: \$150.00
- COMMERCIAL: \$250.00

STORAGE TANKS

- Less than 500 gallons: \$75.00
- More than 500 Gallons: \$100.00

STORM SHELTER: \$75.00

SWIMMING POOLS-Fee includes building electric, plumbing and mechanical

- Above Grade \$35.00
- Below Grade \$120.00
- Commercial \$185.00
- Commercial Plan Review \$75.00

Towers/Communications:(Including antenna upgrades and or collocates)

- Permit Fee: \$150.00
- Plan Review: \$200.00
- Add Antenna \$100.00
- Technology Fee: 25% of permit fee

Well Permit \$100.00

Areas (parking lots, tennis courts, etc.) \$0.15 per 100 square feet up to 20,000 square feet.
20,000 square feet or more \$30.00 plus \$0.10 for each additional 100 square feet. A minimum of \$25.00

Development Information

- GRADING PERMIT \$75.00
- ALL APPEALS \$300.00
- ANNEXATION \$100.00
- CONDITIONAL USE \$100.00
- Floodplain \$250.00
- Development Fee \$250.00
- FOG Permit \$25.00
- Locating Fee \$25.00

Lot Split, Lot Combination, Property Line Adjustment, Re-Plat \$100.00

Major Subdivision Application \$75.00

Minor Subdivision Application \$50.00

Subdivision Platting Application:

- Preliminary Plat
 - Residential \$1.50 per lot plus
 - \$500.00 Less than 10 acres and no flood plain and/or sinkholes
 - \$800.00 10 acres or more, no offsite drainage, sinkholes and/or floodplain
 - \$1500 10 acres or more, no offsite drainage, sinkholes and/or floodplain
 - Commercial \$5.00 per lot plus \$600.00

- Final Plat
 - Residential \$2.00 per lot \$600.00
 - Commercial \$5.00 per lot \$700.00

PRO-RATE REIMBURSEMENT-SEE SECTION 400.1460

REZONE \$300.00

Mixed Use (MU) \$2275.00

Text Amendment \$100.00

STORM WATER BUYOUT-SEE SECTION 400.1460.K

Vacation of Easement: \$500.00

Miscellaneous Fees

FIREWORKS

- Fireworks Display \$50
- Fireworks Dealer \$200.00

TEMPORARY USE/VENDOR \$100.00

Section 2: This Ordinance shall be in full force and effect from and after the date of its passage by the Board of Aldermen and approval of the Mayor.

Read two times and passed at meeting: _____

Approved as to form: _____
City Attorney

Attested by:

Approved by:

Janice Gargus, City Clerk

Sam Baird, Mayor

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Agenda Item #20

Sanitary Sewer Project Status

CITY OF WILLARD
INTERNAL MEMORANDUM

DATE: June 24, 2024

TO: Mayor Baird and BOA

FROM: S. D. Bodenhamer

RE: Sanitary Sewer Project Status

COMMUNITY FUNDING PARTNERSHIP (94 Lift Station and Force Main)

Status of components:

- Allgeier Martin is about 50% complete with the plan and profile design of the replacement force main from Lift Station 94 to the connection with the City of Springfield.

MEADOWS CONNECTION TO CITY OF SPRINGFIELD

Status of components:

- Allgeier Martin is about 95% complete in the design of the gravity main from the Meadows Lagoon to connection with the City of Springfield.
- Allgeier Martin is working out a couple of issues regarding plan and profile for the gravity sewer line at the intersection of FR 103 and 106.
- Plan review should occur next week.

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Agenda Item #21

Water Tower Recoating

CITY OF WILLARD
INTERNAL MEMORANDUM

DATE: June 24, 2024

TO: Mayor Baird and BOA

FROM: S. D. Bodenhamer

RE: Water Tower Recoating

WATER TOWER # 3 (MEADOWS)

- Public Works and I have met with representatives of Tnemic Coatings and Viking Industrial Painting to evaluate the present conditions of exterior and interior coatings.
 - The exterior cannot be recoated. It has been recoated several times in the past and cannot support additional coats of paint. It will require sandblasting to bare steel and the application of a primer coat, intermediate coat and final coat.
 - The interior will need to be sand blasted to bare metal and the application of a primer coat and two (2) high-build epoxy final coats.
 - In addition, there are structural repairs that will need to be addressed:
 - The addition of a painter's hatch to be OSHA compliant.
 - Repairs to the bowl in the area of previous leaks.
 - Repairs to the fill and discharge pipes.
 - Repairs to interior ladders and fall protection apparatus.

WATER TOWER # 2 (SCHOOL)

- Public Works met with a representative of Viking Industrial Painting to evaluate the present conditions of exterior and interior coatings.
 - The exterior can be recoated with an acrylic final coat. This will be the most cost effective considering the cabling and antenna arrays mounted to the tower.
 - The interior of the tower was unable to be accessed from the top hatch due to the intense radio frequency emitting from the antenna array.
 - I am in the process of reviewing the leases regarding safe access to the top of our tower.

NOTE: The above observations are still a work in progress and will be refined by further investigation.

- We will be exploring the possibility of a multi-year maintenance agreement regarding coating, interior cleaning and inspection of our water towers.
- We are working on project bid documents and contract that meets the statutory requirements for public works contracts in the State of Missouri.