

City of Mission Request for Proposals for Permitting, Licensing and Land-Use Management Software

Addendum #1

Issued Thursday, August 26, 2021

The City has received several questions from prospective vendors that are interested in submitting a response to the RFP for Permitting, Licensing, and Land-Use Management Software that was issued on August 2, 2021. We have collected these questions and the response (in italic, red font) for all to review and consider when developing proposals. **Deadline for proposals is still Friday, September 3, 2021.**

1. How many reports will the agency needs from the system? *Hard to say. We would like to have the versatility in generating a variety of reports, and our needs may change over time.*
 - a. Can you provide a sampling of reporting needs? *Our reports are handmade from the data that is collected each month on spreadsheets. Most reports are just memos reporting out number of permits and valuation, or number of code cases and action taken (closes out, abatement, or court).*
2. As far as data migration into the new program, I understand that your permitting, code enforcement, planning, and licensing are all in Access databases? Will there be any other programs (or database) where data will be migrated from your old into the new? *No. We identified about 30 tables in the code enforcement data base, so this may give you an idea of the amount of data to be migrated.*
3. How many records are there in the Building Permits Access database? *We have approximately 3000 lines of data in the spreadsheets. Each line is a record.*
4. How many records are there in the Building Permits Excel spreadsheets? *We have approximately 700 lines of data in the excel spread sheet.*
5. How many records are there in the Code Enforcement Access database? *We average about 400 cases a year. Our records go back to early 2000's.*
6. How many records are there in the Land Management Excel spreadsheets? *We average about 15 cases a year. Our records go back to about 2005. The table below is from the RFP and shows the number of land use cases and permits that the City has had in the last three complete years. The report does not reflect the number of administrative reviews (ones that do not go the Planning Commission) for land use cases. These could be an additional five (5) a year.*

| Activity | 2018 | 2019 | 2020 | 2021 Year to Date |
|--|--------------|--------------|--------------|-------------------|
| Land-Use Cases | 12 | 7 | 5 | 3 |
| Building Permits | 338 | 390 | 330 | 181 |
| Total Valuation of Building Permits Issued | \$94,883,429 | \$45,274,478 | \$11,765,611 | N/A |
| Code Enforcement Violations | 859 | 829 | 847 | 317 |

7. How many records comprise the "other" permits spreadsheets stated on page 4? *Don't know. Below is an approximate number of permits that we issue each year for the "other" permits.*
 - *Right-of-way permit (Public Works) – approximately 75 per year*
 - *Occupational License (Administration) – approximately 450 per year*

- *Message Therapy and Message Therapist Licensing (Administration) – approximately 10 per year*
 - *Alarm Permits (Police Department) – approximately 100 per year*
8. Page 7 of the RFP indicates the number of users to be between 10-12. However, if accounting for the additional departments mentioned on page 4 (Administration, Public Works, Police), can you provide an updated number of users if all desired departments as described in the RFP are included in the solution? *There are six (6) in the Community Development Department, two (2) in the Public Works Department, two (2) in the Police Department, and the City Clerk (1). So that is eleven (11) users.*
 9. Are you interested in plan review markup? If so, how many users will require markup capabilities? *Three (3) users will need to be able to mark-up plans.*
 10. How many users will be inspectors or users in the field that will require mobility? *Three (3) users will need to have field access.*
 11. What financial software is the City using now? *The City is currently using a financial software called Governmentor. The City will be seeking proposals for a new financial software solution in the next six months (our next project).*
 12. Does the City has a preferred payment gateway? If so, which one? *No. The City currently uses Transaction Express.*
 13. Any other integrations besides Laserfiche and Johnson County? *No.*
 14. Has the City seen any vendor demonstrations in the past year? If so, which vendors? *Dude Solutions, Accela, Open Gov, Tyler*
 15. What is the City's budget for the new software? *The City has budgeted \$40,000, but we realize that this is low and does not include migration of data costs. That will be part of negotiating a final price. Much of the migration may have to be done by City staff (i.e. hand entry of past land use cases) once it is determined information fields that are desired. We may also need to consider taking the project in bite sizes. Maybe permitting the first year and then introduce other licenses or modules the next.*
 16. Is onsite training a big value? *It would be beneficial, but not a deal breaker. We have been doing Zoom meetings for the past year, and staff have gotten comfortable with working in the environment. This could also help to reduce implementation costs.*
 17. Do you need encrypted forms for Massage Therapy? Private information – protected in transit and at rest? Does PD need to run background checks? *Yes and Yes. Good question.*
 18. When would you like to “go-live” with the system? *First quarter of 2022.*
 19. Do you have a published fee schedule you could share? *See attached. We need to update our fee schedule. Another project of mine.*
 20. The RFP refers to 7 hardcopies of the response. Will the agency consider electronic-only submittals? *We would like to have hard copies so that we are not having to do a lot of printing. There will be several individuals reviewing the submitted proposals.*

AN ORDINANCE ADOPTING THE 2020 FEE SCHEDULE BY AMENDING CHAPTER 103 OF THE MISSION MUNICIPAL CODE, ENTITLED FEES AND CHARGES.

NOW THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF MISSION, KANSAS:

SECTION 1. That the Mission Municipal Code is hereby amended by repealing the previously existing Chapter 103 and providing in lieu thereof the following:

Chapter 103 Fees and Charges

Chapter 103- Fee Schedule

Section 103.010 Fee Schedule.

Except where this Code provides otherwise, all fees and charges imposed by the City for licenses, permits, services and programs shall be as established in the fee schedule set out in this Chapter.

Section 103.020 (Reserved)

Editor’s Note: Former §103.020, Special Animal Permit (Additional Animals), adopted 2-14-1996 by Ord. No. 929, as amended, was repealed 6-15-2016 by §2 of Ord. No. 1439.

Section 103.030 Beverage Fees.

- A. Retailer's license of alcoholic liquors, including beer containing more than three and two-tenths percent (3.2%) of alcohol by weight, for consumption off the premises, sales in the original package only: \$300.00.
- B. Retailer's License for Cereal Malt Beverages.
 - 1. Off-premises consumption in original and unopened container: \$50.00.
 - 2. On-premises consumption: \$100.00.
 - 3. Kansas beverage license fee: \$25.00.
- C. Class "A" and Class "B" private club license: \$250.00.
- D. Caterers: \$100.00.
- E. Drinking establishments: \$250.00.
- F. Temporary permits: \$25.00 per day.

Section 103.040 Building Permits.

A. Building permit fees shall be established by resolution of the Governing Body per the schedule below.

Community Development Department

| BUILDING PERMIT FEE SCHEDULE | |
|--|--------------------|
| Total Valuation (to include fair market labor and materials) | Fee |
| \$1 - \$500: | \$40 |
| \$501- \$2,000: \$40 for the first \$500 plus, \$2.00 for each additional \$100 or fraction thereof, to and including \$2000. | Based on valuation |
| \$2,001- \$25,000: \$70.00 for the first \$2,000 plus \$6.00 for each additional \$1,000 or fraction thereof, to and including \$25,000. | Based on valuation |
| \$25,001- \$50,000: \$208.00 for the first \$25,000 plus \$4.50 for each additional \$1000 or fraction thereof, to and including \$50,000. | Based on valuation |
| \$50,001- \$100,000: \$320.50 for the first \$50,000 plus \$4.00 for each additional \$1000 or fraction thereof, to and including \$100,000. | Based on valuation |
| \$100,001-\$500,000: \$520.50 for the first \$100,000 plus \$3.50 for each additional \$1000 or fraction thereof, to and including \$500,000. | Based on valuation |

| | |
|--|---|
| \$500,001- \$1,000,000: \$1920.50 for the first \$500,000 plus \$3.00 for each additional \$1000 or fraction thereof, to and including \$1,000,000. | Based on valuation |
| \$1,000,000 and over: \$3420.50 for the first \$1,000,000 plus \$3.00 for each additional \$1000 or fraction thereof. | Based on valuation |
| PLAN REVIEW FEES | |
| Residential projects under \$10,000 | No fee |
| Residential projects over \$10,001 (SFR, Duplex, Townhome, Condominium) | \$50.00 |
| Commercial | 65% of the Building Permit Fee |
| Additional plan review required by changes, additions or revisions | \$50 per hour (1/2/hour minimum) |
| FIXED FEES | |
| Deck- Residential | \$80 |
| Deck- commercial | Based on valuation |
| Roof- residential | \$80 |
| Roof- commercial | Based on valuation |
| Storage building | \$50 |
| Fence | \$50 |
| Demolition- Residential | \$100 |
| Demolition- Commercial | \$200 |
| Swimming pool/spa/hot tub | \$80 |
| Temporary Certificate of Occupancy (valid for 30 days) | \$100 |
| Certificate of Occupancy | \$20 |
| Footing/Foundation | \$100 |
| Replacement HVAC/Mechanical/Plumbing | \$70 |
| Failure to obtain permit/Stop Work Order | Permit fee is doubled |
| OTHER FEES | |
| Inspections outside of normal business hours: | \$75.00 per hour (minimum charge 2 hours) |
| Re-inspection fees: | \$75.00 per hour |
| Use of outside consultants for plan review and/or inspections | Actual costs incurred |

Section 103.050 Business and Occupational Fees.

A. Peddler's, transient merchant's or canvasser's license required per Section 610.020: \$10.00 per day or portion thereof that the licensee solicits within the City limits.

B. (Reserved)[1]

[1] Editor's Note: Former Subsection B, Amusement Device Operator's License, was repealed 10-15-2014 by Ord. No. 1411 § 2.

C. Child Day Care: \$25.00 per year.

D. Massage Establishments. Any establishment regulated by Chapter 620 of this Code (see Section 620.050) shall have the following license fees:

1. Operator's license: \$300.00 initial filing fee.
2. Renewal licenses shall pay a renewal filing fee calculated on the basis of the square footage occupied by the business without regard to use, including outside area, in accordance with the following schedule:

| Square feet | Fee |
|-------------|---|
| 0-499 | \$50.00 |
| 500-999 | \$65.00 |
| 1000-1499 | \$80.00 |
| 1500-1999 | \$95.00 |
| 2000-2499 | \$110.00 |
| 2500-2999 | \$125.00 plus \$60.00 for each 1000 sq.ft. or any part thereof in excess of 2999 sq.ft. |

E. Home Occupation License: \$35.00 per year for any license required pursuant to Chapter 605, Article IV, Sections 605.230 — 605.290.

F. Issuance Of Alarm Permit — Fee: There shall be no fee for the alarm registration or registration sticker for either commercial or residential permits.

G. False Alarm Activation — Fees.

1. There shall be no fees associated with false alarms activated during a grace period of three (3) false alarms or thirty (30) days from the alarm system installation activation. (Pursuant to Section 650.160(C))
2. Alarm numbers four (4) and five (5): \$25.00.
3. Alarm numbers six (6) and seven (7): \$50.00.
4. Alarm numbers eight (8) and nine (9): \$100.00
5. Alarm numbers ten (10) and more: \$200.00 on each occurrence.

H. Adult Entertainment — Fees.

1. Adult entertainment business license fee: \$500.00 per year.
2. Adult entertainment manager's license fee: \$100.00 per year.
3. Adult entertainer's license fee: \$100.00 per year.
4. Employee's license: \$50.00 per employee per year.

I. Payday And Title Loan. Any establishment regulated by Chapter 606 of this Code (see Section 606.020) shall have the following license fees: \$1,000.00 per year.

Section 103.060 Public Record — Inspection of Records, Copying and Fingerprinting Charges.

A. Inspection of Records.

1. Per hour employee engaged in the record search: forty dollars (\$40.00).
2. Minimum charge for each inspection request: fifteen dollars (\$15.00).

B. Copying Police Records (Other Than Video Tapes): five dollars (\$5.00) per record.

C. Copying City Documents. All other records shall be charged at the rate of twenty-five cents (\$0.25) per page plus any applicable hourly charge.

D. Copying Video Tapes: twenty-five dollars (\$25.00) per tape.

E. Fingerprinting: ten dollars (\$10.00) for residents; twenty-five dollars (\$25.00) for non-residents.

F. Any record custodian may waive all or any portion of any inspection or copying fee when, in the discretion of the record custodian, waiver is in the public interest.

Section 103.070 Business License Fees Levied.

A. The license fee hereby levied shall be in the following amounts on the following businesses, trades, professions and occupations conducted, pursued, carried on or operated within the limits of the City for a twelve (12) month period, unless a different time is specifically stated:

1. All retail stores engaged in the sale of groceries, clothing, hardware, notions, furniture, home furnishings, services, paint, drugs and all callings, trades, businesses, the occupation fee of which is not set forth in the following Subsections (2) to (19) inclusive of this Section, shall pay an occupation fee computed on the basis of the following schedule of interior square footage occupied by said business without regard to use; except that stores which have a second (2nd) floor or basement in addition to the main floor (the one with the largest interior square footage) and which is open in whole or in part to the general public shall, upon the additional floor or floors, add one-half (½) of the interior square footage of such additional floor or floors, without regard to use, to the square footage of the main floor and the total square footage as thus computed shall determine the fee in accordance with the following schedule:

| Square feet | Fee |
|--------------------|---|
| 0-499 | \$50.00 |
| 500-999 | \$65.00 |
| 1000-1499 | \$80.00 |
| 1500-1999 | \$95.00 |
| 2000-2499 | \$110.00 |
| 2500-2999 | \$125.00 |
| 3000-49,999 | \$125.00 plus \$60.00 for each 1000 sq.ft or any part thereof in excess of 2999 sq.ft. |
| 50,000-69,999 | \$3000.00, plus \$30.00 for each 1000 sq.ft. or any part thereof in excess of 49,000 sq.ft. |
| 70,000- 99,999 | \$3600.00 plus \$20.00 for each 1000 sq.ft.or any part thereof in excess of 69,999 sq.ft. |
| 100,000 and over | \$4200 plus \$10.00 for each 1000 sq.ft. or any part thereof in excess of 99,999 sq.ft. |

•Retail stores which hold themselves out to the public as a single business entity, but which, in fact, are partly or wholly operated on the basis of leased departments therein, shall pay an occupational fee based on the above schedule, provided leased departments which have a private, individual exterior entrance and which have no entrance into such retail stores, even though under a common roof with such retail stores, shall pay an occupational fee as a separate business according to the schedule contained in this Chapter.

2. All persons engaged primarily in manufacturing, printing, wholesaling; all persons occupying office space in office buildings within the City including, but not limited to, the following: engineers, architects, physicians, dentists, chiropractors, osteopaths, surgeons, certified public accountants, accountants and photographers; and all contractors, car washes, auto repair shops and lumber yards operating in the City shall pay an occupational fee based on square footage occupied by the business without regard to use, including outside area used for display, sales or storage, in accordance with the following schedule:

| Square feet | Fee |
|--------------------|---|
| 0-499 | \$50.00 |
| 500-999 | \$65.00 |
| 1000-1499 | \$80.00 |
| 1500-1999 | \$95.00 |
| 2000-2499 | \$110.00 |
| 2500-2999 | \$125.00 |
| 3000-9999 | \$125.00 plus \$60.00 for each 1000 sq.ft. or any part thereof in excess of 2999 sq.ft. |
| 10,000-24,999 | \$565.00 plus \$20.00 for each 1000 sq.ft. or any part thereof in excess of 10,999 sq.ft. |
| 25,000 and over | \$855.00 plus \$10.00 for each 1000 sq.ft. or any part thereof in excess of 25,999 sq.ft. |

Other Business License Fees

| Type of Business | Fee |
|--|--|
| Banks, including commercial and mortgage banks | \$1250 per year each year, plus an additional \$300 for each additional facility location within the City. In the event that one (1) bank location (satellite, auxiliary or otherwise) is within the City and the square footage is less than 1000 square feet, the assessed amount shall be \$500 per year. |
| Savings and Loan Associations | \$500 per year |
| Small loan, Credit Union, Finance and Investment Company (defined as having outstanding loans less than \$800,001) | \$300 per year |
| All other Loan, Credit Union, Finance and Investment Companies | \$500 per year |
| Theaters, Skating Rinks, Recreational Parks | \$137.50 per year |
| Funeral Homes | \$300 per year |
| Bowling alleys | \$300 per year |
| Residential garbage and trash hauling companies | \$150 per year |
| Commercial solid waste, recyclable materials or yard waste collection companies | \$150 per year |
| Taxicab companies and limousine services | \$75 per year |
| Circuses, carnivals, tent shows, amusement devices | \$50 per day |
| Automobile gasoline service stations | \$100 per year |
| New and used motor vehicle dealers | \$250 per year, plus one cent (\$.01) per square foot on all space inside area and one-half cent (\$.005) per square foot on all space or area outside of buildings used for display, storage, sales or in the furtherance of the motor vehicle business. Motor vehicle business shall include any motor vehicle designed for use upon the public streets. |
| Motor vehicle renting or leasing agencies | \$500 per year |
| Restaurants, taverns, drive-in and other eating establishments | • 15 or more employees- \$250 per year • Less than 15 employees- \$100 per year |
| Insurance agents or brokers | \$50 per firm plus \$10 for each agent over one(1), annually |
| Real estate office | \$50 per firm plus \$10 for each agent over one(1), annually |

•Whenever several classifications shall be applicable to a business, then said business, firm or calling shall pay the highest classification herein. If a business is not classified by ordinance, then the City Clerk shall set the fee at his/her discretion matching a scheduled occupation listed herein as closely as possible.

•Temporary and/or seasonal business operated within the common areas of an inside shopping mall shall pay a license fee of twenty-five dollars (\$25.00).

Section 103.080 Planning, Rezoning, Special Use Permit, Variance and Sign Fees.

Rezoning, special use permit, variance and plan review fees shall be established by the schedule noted below.

Community Development Department

| PLANNING, LAND USE AND ZONING | FEE |
|---|--|
| Site Development Plans: | |
| 5 acres or less; | \$75 |
| Greater than 5 acres; | \$150 |
| Preliminary/Final Subdivision Plats | |
| Base: (plus per lot fee) | \$75.00 |
| Per lot fee: | |
| 1-10 Lots | \$5.00 |
| 11-50 Lots | \$4.00 |
| 51-150 Lots | \$3.00 |
| 151 or more lots | \$2.00 |
| Minimum total fee | \$75.00 |
| Rezoning | \$300 + public notice expenses to be paid by applicant |
| Lot Split | \$75 |
| Special Use Permit (SUP) | \$300 |
| SUP Renewals | \$50 |
| Conditional Uses | \$150 |
| Preliminary Plan (PUD) | \$175 |
| Final Plan (PUD) | \$150 |
| Vacation: ROW or Easement | \$100 |
| Zoning Verification Letter | \$25 |
| Zoning Interpretation Letter | \$100 |
| Variances | \$300 + public notice expenses to be paid by applicant |
| BZA Variance | \$100 + public notice expenses to be paid by applicant |
| Public Notice Fee | \$7 per landowner within 200 feet |
| Signs: | |
| Temporary Signs(consecutive days): | |
| 3 consecutive days- | \$20 |
| 15 consecutive days- | \$40 |
| 30 consecutive days- | \$75 |
| 60 consecutive days- | \$150 |
| Temporary signs (non- consecutive days): | |
| 30 non- consecutive days- | \$100 |
| 60 non-consecutive days- | \$200 |

| | |
|--|-------|
| Permanent Signs: | |
| Monument signs (per face) | \$100 |
| Wall signs (each) | \$75 |
| Tenant panel in shopping center monument sign (each) | \$75 |
| Sign located in a sign band (each) | \$50 |
| POD Permit | \$25 |

Miscellaneous Fees

| | |
|---------------------------------------|-------|
| Recreational Vehicle Parking Waiver | \$25 |
| Nuisance Abatement Administrative Fee | \$100 |
| Accessory Animal Permits | \$50 |

Section 103.090 Land Disturbance, Right-of-Way, Street Excavation and Other Permit Fees.

Land disturbance, Right-of-Way and Stormwater facility permit fees shall be established by the schedule noted below.

Public Works Department

| LAND DISTURBANCE PERMIT | FEE |
|--|---|
| One and two family dwelling lots; Commercial, multi-family and residential subdivisions; | \$50.00 per lot \$250.00 per disturbed acre or portion thereof. (\$250.00 minimum) |
| RIGHT-OF-WAY PERMIT: | FEE |
| Right-of-way permits are charged per parcel impacted. This includes sidewalks (installation or removal), utility work and any other structure or excavation located within the right-of-way. | \$40.00 per address |
| Work started or completed without inspection or obtaining a ROW permit. | Double the permit fee. |
| Traffic control per staging area- road closures, overnight lane closures, daily lane closures | \$40.00 per traffic control plan |
| Permit renewals- permits may be renewed upon expiration of the original permit subject to review and approval by the Public Works Director | 50% of the original permit fee (\$40.00 minimum) |
| ROW re-inspection fee- applicable after the second inspection, First & second inspection included with original permit fee. | \$40.00 per address |
| Maintenance Bond (for public improvements) | 100% of construction cost for a period of 2 years |
| Maintenance Bond (if required in the ROW under the ROW permit) | \$5,000 individual permit or \$50,000 annually |
| Open cut in pavement | See <i>Street Excavation Costs</i> |
| Signs: *Within the ROW on new posts *Within the ROW on existing posts or poles * Custom Signs (must meet MUTCD regulations) | \$200 per post \$100 per sign \$100% of material and installation cost |
| Vacation of ROW or easement excluding those associated with new plats or redevelopment/development | \$200.00 each |
| Vacation that is part of a new plat/redevelopment/development | No charge |

STREET EXCAVATION COSTS- Cost per square yard for streets, overlays and sealcoats

[Depreciation Rate/Area of Influence] (1)

DEPRECIATION RATES:

| STREETS (2) | | | | OVERLAYS | | SEALCOATS | | Cost per Square Yard (3) | |
|-------------|------|-----|------|----------|------|-----------|------|-------------------------------|------------|
| Age | Rate | Age | Rate | Age | Rate | Age | Rate | Type | Cost |
| 0 | 100% | 21 | 58% | 1 | 90% | 1 | 80% | Asphalt Street Reconstruction | \$87.00/SY |
| 1 | 99% | 22 | 56% | 2 | 80% | 2 | 60% | Overlays | \$19.40/SY |
| 2 | 98% | 23 | 54% | 3 | 70% | 3 | 40% | Sealcoats | \$2.00/SY |
| 3 | 97% | 24 | 52% | 4 | 60% | 4 | 20% | | |
| 4 | 96% | 25 | 49% | 5 | 50% | 5 | 0% | | |
| 5 | 95% | 26 | 47% | 6 | 40% | | | | |
| 6 | 93% | 27 | 45% | 7 | 30% | | | | |
| 7 | 90% | 28 | 42% | 8 | 20% | | | | |
| 8 | 88% | 29 | 40% | 9 | 10% | | | | |
| 9 | 86% | 30 | 39% | 10 | 0% | | | | |
| 10 | 84% | 31 | 36% | | | | | | |
| 11 | 81% | 32 | 33% | | | | | | |
| 12 | 79% | 33 | 31% | | | | | | |
| 13 | 77% | 34 | 29% | | | | | | |
| 14 | 74% | 35 | 26% | | | | | | |
| 15 | 72% | 36 | 24% | | | | | | |
| 16 | 70% | 37 | 22% | | | | | | |
| 17 | 68% | 38 | 20% | | | | | | |
| 18 | 65% | 39 | 17% | | | | | | |
| 19 | 63% | 40 | 15% | | | | | | |
| 20 | 61% | | | | | | | | |

1. Area of influence is equal to the area of the cut plus 2.5 feet on each side (expressed in square yards)
2. Depreciation rates are based on a 40 year design standard. Depreciation for the first 5 years is 1% per year, followed by a straight –line depreciation less 15% for the remaining street design standard (35 years). Depreciation can occur at 1% per year after this time for up to 15 years, or street construction, whichever occurs first. This reflects the consensus that streets typically retain some value beyond their design standards or expected street life.
3. Costs estimates are based upon historical data maintained by the City of Mission Public Works Department.

PUBLIC WORKS ACTIVITIES

| DESCRIPTION | FEE (2), (3) |
|---|----------------|
| Back charge recovery costs/Mud Ordinance Activities (1) | |
| Truck w/ driver | \$100 per hour |
| Dump Truck w/driver | \$100 per hour |
| Sweeper w/ operator | \$120 per hour |
| Backhoe w/ operator | \$120 per hour |
| Skid-steer, trailer & hand tools w/ operator | \$120 per hour |
| Loader w/ operator | \$120 per hour |
| Additional Labor | |
| Maintenance Worker I | \$30 per hour |
| Maintenance Worker II | \$35 per hour |

| | |
|--------------------------|---------------|
| Crew Leader | \$45 per hour |
| Supervisor | \$55 per hour |
| Construction Inspector | \$55 per hour |
| Heavy Equipment Operator | \$40 per hour |

1. This is not a service. Back charge work will be done only with the approval of the Public Works Director and/or the City Engineer.
2. There will be a 2 hour minimum charge.
3. Transportation to the job site will be charged at the same rate.

OTHER PUBLIC WORKS FEES

| Description | FEE |
|--|---|
| Plan review and inspection fee for public improvements by private developers | 5% of the total construction cost for each type of permit issued. |
| Final site review of post construction stormwater BMPs | \$40.00 per site visit |
| Re-inspection- each re-inspection after the second inspection. The first and second inspections are included with the original permit. | \$40.00 per address |

Section 103.100 Rental License and Inspection Fees

| Annual License | Fee |
|--|----------------------------------|
| Single-family/Duplex | \$62 |
| Tri-plex | \$30 per unit |
| Apartments and all other multi-family | \$10 per unit |
| Inspections | Fee |
| Initial periodic inspection per Section 635.100 | No cost |
| All other inspections (re-inspections, substandard, unsafe or hazardous or dangerous units), plus administrative fee | Actual cost incurred by the City |
| Administrative fee | \$100 |

SECTION 2. That existing Chapter 103 of the Mission Municipal Code is hereby repealed in its entirety:

SECTION 3. That the new Chapter 103 as presented of the Mission Municipal Code is hereby adopted.

SECTION 4. That all other ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 5. That if any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance.

SECTION 6. That this ordinance shall be in full force and effect from and after its passage and publication in the official City Newspaper.

PASSED AND APPROVED BY THE GOVERNING BODY of the City of Mission, Kansas,
this ____ day of _____, 2020.

**APPROVED BY THE MAYOR of the City of Mission, Kansas, this ____ day of _____,
2020.**

Ron Appletoft, Mayor

ATTEST:

Martha Sumrall, City Clerk

APPROVED AS TO FORM:

David K. Martin, City Attorney