

**MINUTES for the COUNCIL WORKSHOP
CITY OF DALTON GARDENS
April 13, 2021 @ 5:00pm**

Meeting was conducted via teleconference and in person.

CALL MEETING TO ORDER: Meeting was called to order by Council President Wuest at 5:10 PM.

ROLL CALL: Physically present were Councilors Robert Wuest, Carrie Chase, and Mayor Dan Edwards (arrived at 5:30pm). Councilor Aaron O' Brien was present via teleconference along with Mike Bass, KCFR. Also physically present were Rand Wichman, City Planner; Jessica Hutson, City Clerk/Treasurer and Teresa Janzen, Deputy Clerk. Councilor Ray Craft was absent.

1. FEE RESOLUTION:

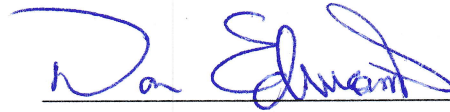
Rand Wichman reviewed the City Fee Schedule Draft April 9, 2021 with Council. Rand with the assistance of Teresa reviewed the previous Fee Schedule and current charges the City incurred. As an example, Kootenai County Fire and Rescue "KCFR" current fee is outdated due to the contract price with KCFR and does not include administrative expenses. The Building permit fees based on Valuation- Table 1 as presented in the Draft is a fee based on the project value. The Building Valuation Data based on local information is used to calculate the approximate cost of a project, specific local values per square foot are identified. In the absence of specific valuation data not identified on the table, then the value shall be set by the Building Official based on the most current building valuation data sheet published by the International Code Council.

DISCUSSION: CChase inquired if the fees are reflective of staff cost? Rand explained the current fee structures and identified that 20% of the actual cost has been built into the new prices to account for administrative expenses. RWuest recommended that roofing be separated by Residential and Commercial due to cost difference. Commercial roofs are higher than residential and typically treated differently than a resident. Council requested that Rand add a Special Inspection or Reinspection fee. RWuest suggested that the Pole Building valuation be based on \$24.00 per sqft (page 2). After further discussion, council recommended that enclosed Patios be raised to \$30 per ft (page 2), siding permit based on the number of inspections at \$99.00 each and strike "doors" on Change out windows and doors and install egress windows. Council suggested that the Manufactured Home/Setting Permit state that it includes (2) inspections. Rand will review the overall Draft for continuity in verbiage. On page 5, last item on Planning and Zoning Design Review Fees, the Sign (design Review Fee for compliance) will be removed and added to the Sign Permit Fee, increasing that amount to \$300.00. RWuest requested that under Mechanical, page 3, that commercial rates be added for HVAC, second or subsequent inspections at \$150.00 each. CChase inquired about the load limits, after discussion, it was recommended that the Load Limits be \$50 per trip plus any cost of engineer review. Reservations for residents are suggested to be at \$25.00 for residents and \$200 for non-residents for the rental of City Hall, rental capacity must meet Building Code requirements. Cleaning deposits can be waived by Council for non-profits, etc. on a case-by-case basis. Ward Newcomb Park Reservations for residents are suggested to be at \$25.00 for residents and \$200 for non-residents. Horse Complex is suggested to be at \$25.00 for resident and \$200.00 non-resident. Publication fees were suggested to be "Actual cost plus 20%". Municipal code text amendment was advised at \$500.00 plus any applicable attorney fees.

PUBLIC COMMENT: Sue Supp suggested the City review the Municipal Code text amendment fee compared to Chapter 6 of Title 1 Election Process and Title 5, Chapter 9-3 Application for Amendment. Rand stated that he would review the suggested Chapters.

ADJOURN

RWuest made a motion to adjourn at 7:18pm. **CChase** seconded. All in favor.



Dan Edwards, Mayor

Attest:



Jessica Hutson, City Clerk

Teresa Janzen, Deputy City Clerk