

ORDINANCE NO. 2014-11-483

**AN ORDINANCE AMENDING TONTITOWN MUNICIPAL
CODE SECTION 155.01, TITLED "FEES," AND TO
ESTABLISH REGULATIONS, REQUIREMENTS, AND
FEES."**

WHEREAS, Section 155.01 of the Tontitown Municipal Code sets forth the fees associated with the use and improvement of real property within the city of Tontitown planning area; and

WHEREAS, the type and amount of said fees require amendment or alteration, from time to time; and

WHEREAS, based upon the recommendation of the Tontitown Planning Commission it is found that the current Section 155.01 is in need of certain revisions.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the city of Tontitown, Arkansas:

Section 1: That Section 155.01 of the Tontitown Municipal Code is hereby amended to include a new paragraph "(AA)" that is to read as follows:

"(AA) Septic tank non-compliance fees. Commencing thirty (30) business days after receiving written notice of a noncomplying individual sewage disposal system, the landowner shall be subject to a fine of not less than \$5.00 nor more than \$15.00 for each calendar day beyond said thirty (30) business days that the system is in violation of the Code."

Section 2: That paragraph (Z) titled "*Permits*" of the Tontitown Municipal Code is hereby amended by renumbering said paragraph to become new paragraph "(BB)," and it shall follow new paragraph (AA) created above.

Section 3: That paragraph (Z) of the Tontitown Municipal Code is hereby amended to read as follows:

"(Z) Backflow-prevention assembly fees. The Administrative Authority is hereby authorized to collect an annual fee from each user of water maintaining a backflow-prevention assembly. The annual fees collected shall be used to offset the cost of establishing and maintaining a record system to permit and track backflow-prevention assemblies and their annual certification. The annual permit fee collected by the Administrative Authority shall not exceed the sum of \$10.00 for each backflow-prevention assembly maintained by each user of water."

Section 4: That subparagraph (BB)(3) titled "*Plan checking fees*" is hereby amended as follows:

"(3) *Plan checking fees.* When the valuation of the proposed construction is for a commercial use and exceeds \$1,000.00, and a plan is required to be submitted by the Code of Ordinances, a plan checking fee shall be paid to the Inspection Department at the time of submitting plans and specifications for checking. Residential plan checking fees apply to single-family dwellings with a valuation of \$500,000.00 or more. Said plan checking fee shall be equal to one-half (½) of the building permit as set forth in the Code."

Section 5: That subparagraph (BB)(25) is hereby amended to read as follows:

"(25) *Garage sale, yard sale, and rummage sale permits.* For each garage, yard or rummage sale permit issued, the Recorder/Treasurer shall collect a fee of \$10.00."

Section 6: That a new subparagraph, numbered "(26)," to paragraph (BB) is created and shall read as follows:

"(26) *Driveway access permit.* For each driveway access permit submitted, the Recorder/Treasurer shall collect a fee of \$10.00."

PASSED AND APPROVED this 4th day of November, 2014.



JACK BECKFORD, Mayor

ATTEST:



ALICIA COLLINS, Recorder

CHAPTER 155: FEES

Section

155.01 Fees

155.02 Surcharge to applicants for nonresidential permits

§ 155.01 FEES.

- (A) *Technical plat.* For each technical plat submitted, the Recorder/Treasurer shall collect a fee of \$460.00.
- (B) *Preliminary plat.* For each preliminary plat submitted, the Recorder/Treasurer shall collect a fee of \$460.00 or \$25.00 per lot up to 50 lots, whichever is greater; for preliminary plats submitted that contain 50 lots to 100 lots, a fee of \$2,156.25 will be charged; for preliminary plats submitted that contain an excess of 100 lots, a fee of \$2,156.25 will be charged or \$28.75 per lot, whichever is greater, with a maximum fee of \$3,450.00; for preliminary plats.
- (C) *Final plat.* For each final plat submitted, the Recorder/Treasurer shall collect a fee of \$500.00.
- (D) *Informal plat.* For each informal plat submitted, the Recorder/Treasurer shall collect a fee of \$200.00.
- (E) *Large scale development.* For each large scale development submitted, the Recorder/Treasurer shall collect a fee of \$500.00.
- (F) *Tech review of LSD.* For each tech review of LSD submitted, the Recorder/Treasurer shall collect a fee of \$575.00.
- (G) *Conditional use.* For each conditional use submitted, the Recorder/Treasurer shall collect a fee of \$230.00.
- (H) *Each request re-zoning.* For each request re-zoning submitted, the Recorder/Treasurer shall collect a fee of \$400.00.
- (I) *Tech re-plat review.* For each tech re-plat review submitted, the Recorder/Treasurer shall collect a fee of \$460.00. (Re-plats are the same as preliminary plats.)
- (J) *Variance request.* For each variance request submitted, the Recorder/Treasurer shall collect a fee of \$125.00.
- (K) *Zoning regulations (copies).* For each copy of zoning regulations, the Recorder/Treasurer shall collect a fee of \$40.00.
- (L) *Drainage manual (copies).* For each copy of the drainage manual, the Recorder/Treasurer shall collect a fee of \$100.00.
- (M) *Subdivision regulations (copies).* For each copy of subdivision regulations, the Recorder/ Treasurer shall collect a fee of \$30.00.
- (N) *Storm water regulations (copies).* For each copy of storm water regulations, the Recorder/ Treasurer shall collect a fee of \$30.00.
- (O) *Planned unit development.* For each planned unit development submitted, the Recorder/ Treasurer shall collect a fee of \$1,150.00.

- (P) *Home occupation permit.* For each home occupations permit submitted, the Recorder/Treasurer shall collect a fee of \$50.00.
- (Q) *Appeal of Planning Commission decision.* For each appeal of the Planning Commission submitted, the Recorder/Treasurer shall collect a fee of \$400.00.
- (R) *Appeal of official decision.* For each appeal of official decision submitted, the Recorder/ Treasurer shall collect a fee of \$300.00.
- (S) *Certificate of zoning compliance.* For each certificate of zoning compliance submitted, the Recorder/Treasurer shall collect a fee of \$100.00.
- (T) *Drainage review.* For each drainage review submitted, the Recorder/Treasurer shall collect a fee of \$300.00.
- (U) *Traffic impact review.* For each traffic impact review submitted, the Recorder/Treasurer shall collect a fee of \$230.00.
- (V) *Lot splits.* For each plat submittal relating to a lot split, the Recorder/Treasurer shall collect a fee of \$200.00.
- (W) *Revisions of plats.* Each revised plat submitted shall be regarded as a new plat and shall be subject to the appropriate fees as required within this section.
- (X) *Engineering fees.* The Planning Commission, with the approval of the City Council, reserves the right to retain a disinterested engineer for advice and review purposes concerning any plans submitted. The developer shall be responsible for any and all related expenses.
- (Y) *Transfer of fees.* Fees are not transferable or refundable. The Building Official reserves the right to apply prepaid fees to certain lot splits, sketch plans or plat revisions; provided that the revised portions of the lot splits, sketch plans or plats have not been reviewed prior to the submittal of the revision.
- (Z) *Backflow-prevention assembly fees.* The Administrative Authority is hereby authorized to collect an annual fee from each user of water maintaining a backflow-prevention assembly. The annual fees collected shall be used to offset the cost of establishing and maintaining a record system to permit and track backflow- prevention assemblies and their annual certification. The annual permit fee collected by the Administrative Authority shall not exceed the sum of \$ 10 for each backflow-prevention assembly maintained by each user of water.
- (AA) *Septic tank non-compliance fees.* After 30 working days of being notified of the noncomplying individual sewage disposal system, each day's failure to take corrective action shall be punishable by a fine of not less than \$5, nor more than \$15, for each day the system is in violation.
- (BB) *Permits.*
- (1) *Building permit.* The city determines the valuation of a structure using the ICC Building Valuation Data Table. A copy of the table is available on the International Building Code's website at www.iccsafe.org/cs/techservices. The valuation table is updated every six months to provide an up-to-date "average" construction cost per square foot. For construction of new single family residential dwellings, the permit fee will be calculated based on heated square feet. Once the valuation is determined, the following table is used to calculate permit fees:
- (a) \$28.75 fee for any valuation of a structure that is \$3,000.00 or less.
- (b) \$28.75 fee for the first \$3,000.00 plus \$5.75 for each additional thousand or fraction thereof, to and including \$50,000.00, for any valuation of a structure that is from \$3,000.01 to \$50,000.00.

- (c) \$299.00 fee for the first \$50,000.00 plus \$4.60 for each additional thousand or fraction thereof, to and including \$100,000.00, for any valuation of a structure that is from \$50,000.01 to \$100,000.00.
 - (d) \$529.00 fee for the first \$100,000 plus \$3.45 for each additional thousand or fraction thereof, to and including \$500,000.00, for any valuation of a structure that is from \$100,000.01 to \$500,000.00.
 - (e) \$1,909.00 fee for the first \$500,000.00 plus \$2.30 for each additional thousand or fraction thereof, for any valuation of a structure in excess of \$500,000.01.
 - (f) *Water and sewer tap and access fees.* Prior to the issuance of a building permit, all tap and access fees for the project site must be paid in full.
 - (g) *Residential single family building permit.* The purchase of a building permit for a residential single family home shall include the cost of all necessary permits to complete the construction as presented on the approved plans. Individual contractors must obtain permits for plumbing, electrical, mechanical and fence work. However, these permits will be issued at no charge if associated with a current building permit.
- (2) If work for which a permit is required by Chapter 152, Subdivisions, is started or proceeded with, prior to obtaining said permit or other approvals required by ordinance, the fees specified herein and elsewhere in the Code of Ordinances shall be doubled, but the payment of such doubled fee shall not relieve any persons from fully complying with the requirements of Chapter 152 and all applicable in the execution of the work, nor from any other penalties prescribed therein.
- (3) *Plan checking fees.* When the valuation of the proposed construction is for a commercial use and exceeds \$1,000.00, and a plan is required to be submitted by the Code of Ordinances, a plan checking fee shall be paid to the Inspection Department at the time of submitting plans and specifications for checking. Residential plan checking fees apply to single-family dwellings with a valuation of \$500,000.00 or more. Said plan checking fee shall be equal to one-half of the building permit as set forth in the code.
- (4) *Miscellaneous commercial permits.* Shell commercial structures will receive a final building permit upon approval of completion of the shell building and associated systems. Tenant improvement permits and interior remodeling permits will be issued based on the permit and plan checking fee schedule.
- (5) *Miscellaneous residential and agricultural zoned accessory building permits.* Permit fees for sheds, pole barns, unattached garages and other like structures will be calculated using the following guidelines: For a structure without any utilities (plumbing, electrical or HVAC) consisting of pole type, wood or steel frame construction without a concrete floor, the permit fee shall be calculated at 25% of the square foot cost using the most current ICC building valuation data for utility group and VB construction type, not including the suggested 20% deduction for shell only buildings. Permit fees for structures with a concrete floor and wood or steel frame construction with no utilities shall be calculated at 35% of the ICC valuation using the same group and construction type. Permit fees for buildings with a concrete floor and wood or steel frame that include any utilities, (plumbing, electrical, HVAC) will be calculated at 45% of the ICC valuation. These structures are limited in size to 720 square feet. Structures larger than 720 square feet will require an approved variance from the Planning Commission before a permit will be issued.
- (6) *Additions to commercial or residential buildings.* Fees for additions to commercial and residential buildings will be regarded as new construction for fee purposes.

- (7) *Fast track commercial permits.* Fees for fast-track commercial permits, if design-build fast-track review is approved by the Building Official, shall be \$300.00 for each partial submittal and will be charged in addition to the fees and requirements set forth in each separate code.
- (8) *Reinspection.* With the purchase of any permit, one inspection and if necessary, one follow-up inspection for correction of violations will be free of charge. A fee for each additional re-inspection of the same issue shall be \$25.00 per trip.
- (9) *Partial certificate of occupancy.* Fees for partial certificate of occupancy shall be \$25.00 for 30-day duration.
- (10) *Certificate of occupancy.* Fees for a certificate of occupancy permit shall be \$75.00.
- (11) *Extension of permit.* Fees for an extension for 180-day duration permit shall be \$50.00.
- (12) *Certificate of occupancy for change of use involving on-site inspection.* Fees for a certificate of occupancy for change of use involving on-site inspection, if no plans are required by the Building Official, shall be \$100.00.
- (13) *After hours/emergency inspection.* Fees for an after hours/emergency inspection shall be \$30.00 per hour, with a one hour minimum.
- (14) *Grading permit.* For each grading permit submitted, the Recorder/Treasurer shall collect a fee of \$100.00.
- (15) *Sign permit.* For each sign permit submitted, the Recorder/Treasurer shall collect a fee of \$115.00.
- (16) *Moving permit.* Moving of building or structure. Additional highway permits may be required. For each moving permit submitted, the Recorder/Treasurer shall collect a fee of \$300.00.
- (17) *Demolition permit.* Demolition of any building or structure. For each demolition permit submitted, the Recorder/Treasurer shall collect a fee of \$50.00.
- (18) *Fence permit.* For each fence permit submitted, the Recorder/Treasurer shall collect a fee of \$25.00.
- (19) *Mechanical permit.* For each mechanical permit submitted, the Recorder/Treasurer shall collect a fee of \$75.00 on Residential and \$50.00 on Commercial plus 1% (0.10) of Job Cost up to \$10,000.00 plus 1/2% (.005) of Job Cost up to \$10,001.00 to \$20,000.00 plus 1/4% (.0025) of Job Cost up to \$20,001.00 and above.
- (20) *Electrical permit.* For each electrical permit submitted, the Recorder/Treasurer shall collect a fee of \$75.00 on Residential and \$50.00 on Commercial plus 1% (0.10) of Job Cost up to \$10,000.00 plus 1/2% (.005) of Job Cost up to \$10,001.00 to \$20,000.00 plus 1/4% (.0025) of Job Cost up to \$20,001.00 and above.
- (21) *Plumbing permit.* For each plumbing permit submitted, the Recorder/Treasurer shall collect a fee of \$75.00 on Residential and \$50.00 on Commercial plus 1% (0.10) of Job Cost up to \$10,000.00 plus 1/2% (.005) of Job Cost up to \$10,001.00 to \$20,000.00 plus 1/4% (.0025) of Job Cost up to \$20,001.00 and above.
- (22) *Boring permit.* The Water and Sewer Department shall collect fees as follows:
 - (a) Street Bores: \$12 per inch of bore diameter per linear foot;

(b) Street cuts: \$400 base setup, plus \$18 per linear feet of two foot wide trench, three feet deep. Additional charges will be calculated for larger cuts;

(c) Miscellaneous cost: will be charged as required.

(23) *Road cut permit.* For each road cut permit submitted, the Recorder/Treasurer shall collect a fee of \$200.00.

(24) *Solicitor/peddler permit.*

(a) *Permit for principal peddler/solicitor.* No peddling or solicitation shall be conducted within the city without a principal permit being issued. The cost for the principal to obtain a solicitor/peddler's permit is \$40, and shall be paid to the City Clerk before any peddling or soliciting is conducted within the city. The permit shall expire on December 31 in the year the permit is issued. In addition to the principal's permit, the principal must also comply with the city's business license requirements under Chapter 110. To obtain a permit, a representative of the principal shall provide a written, signed application stating:

1. The name, address, telephone number, type of organization, and contact person for the principal applicant;
2. The nature of the products or services involved;
3. The proposed method of operation in the city;
4. A list of persons who will peddle or solicit in the city on behalf of the principal in the city.

(b) *Permit for agents of principal peddler/solicitor.* In addition to the principal permit, each peddler or solicitor acting for the principal shall also obtain a permit from the City Clerk before peddling or soliciting within the city. The cost to obtain a peddler/solicitor permit is \$5 for each agent assisting the principal peddler/solicitor. In applying for the permit, each applicant shall provide the same information as required by the principal peddler/solicitor found in division (A)(24)(a) above.

(c) *Soliciting without a permit.* The penalty for violation of soliciting/peddling without a permit shall be punishable pursuant to § 116.99.

(d) *Exemptions.* Exemptions for this division (A)(24) are provided by § 116.03.

(25) *Garage sale permit.* For each garage sale permit submitted, the Recorder/Treasurer shall collect a fee of \$10.

(26) *Driveway access permit.* For each driveway access permit submitted, the Recorder/Treasurer shall collect a fee of \$10.

§ 155.02 SURCHARGE TO APPLICANTS FOR NONRESIDENTIAL PERMITS.

(A) Pursuant to the Arkansas Construction Industry Craft Training Act, A.C. § 6-55-101 *et seq.*, it is the intent of the state to promote a coordinated effort between the construction industry and the vocational and technical schools and colleges to enhance the availability and the competence of the work force supporting the industry by instituting a craft training program.

(B) Pursuant to A.C. § 6-55-106, the state requires a surcharge in the amount of \$0.50 per each \$1,000 of construction authorized on any nonresidential construction permit issued by any political subdivision of the

state imposed to support the Arkansas Construction Industry Craft Training Program. The maximum surcharge for any construction project permitted shall be \$1,000.

- (C) This surcharge is intended to be included in any charges to an applicant for a nonresidential permit and will be reflected in the application for any nonresidential permit.
- (D) This surcharge is intended to follow A.C. § 6-55-101 *et seq.*, and will be amended to reflect any amendment to the surcharge found in A.C. § 6-55-106 if said statute is amended.