

ORDINANCE 385-2020

AN ORDINANCE ESTABLISHING THE SCHEDULE OF PERMITS AND FEES OF THE CITY OF STILWELL TO ESTABLISH THE VALUES HEREIN, EFFECTIVE JULY 1, 2020 AND REPEALING ORDINANCES 385, 385-2017, 385-2018, AND 385-2019.

WHEREAS, in order to fulfill the needs of the community, policies and regulations are necessary to provide a framework for care and safety of the citizens of the City of Stilwell; and

WHEREAS, an annual update of fees and permits for activities within the City of Stilwell, as required by Ordinance 385, is of paramount importance for intelligent oversight and fiscal responsibility, and

WHEREAS, the responsibility for such is the lawful responsibility of the City of Stilwell,

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF STILWELL, OKLAHOMA:

ARTICLE 1

REQUIRED FEES AND PERMITS

The City of Stilwell requires the following permits be obtained before action and the listed fee to be paid in advance.

- Construction Permits & Inspection Fees
- Trade Permits
- Property Maintenance Fees
- Occupational License
- Municipal Permits & Fees

All fees are payable to City Hall.

ARTICLE 2

FEE SCHEDULE FOR PERMITS AND INSPECTIONS

SECTION 1 – Construction Permits & Inspection Fees

1 & 2 Family Dwellings:

New Construction:

- \$.10 per ft² of living area with a minimum of \$50.00 per permit plus an additional \$50.00 for inspections.

Remodel:

- \$.07 per ft² of living area with a minimum of \$25.00 per permit plus additional \$12.50 per required inspection to cover electrical, plumbing, and mechanical inspections. Total inspection fees should not exceed \$50.00 for remodel permits.

Multi-Family Dwellings:

New Construction:

- \$.10 per ft² of living area with a minimum of \$50.00 plus an additional \$50.00 per apartment to cover inspections.

Remodel:

- \$.07 per ft² of living area plus an additional \$12.50 per required inspection to cover electrical, plumbing, and mechanical inspections. Total inspection fees should not exceed \$50.00 per apartment.

Accessory Buildings:

New Construction:

- \$.10 per ft² but not less than \$30.00 per permit plus an additional \$12.50 per required inspection not to exceed \$60.00

Remodel:

- \$.07 per ft² but not less than \$30.00 per permit plus an additional \$12.50 per required inspection not to exceed \$60.00.

Boarding Houses, Hotels, Motels, & Dormitories:

New Construction:

- \$.10 per ft² of conditioned space plus an additional \$50.00 per room without a kitchen or \$75.00 with a kitchen to cover inspection fees.

Remodel:

- \$.07 per ft² of conditioned space plus an additional \$25.00 per inspection not to exceed \$75.00 without a kitchen or \$100.00 with a kitchen.

Non-Residential or Commercial:

New Construction:

- \$.15 per ft² of conditioned space plus an additional \$.05 per ft² or a minimum of \$200.00 to cover inspections.

Remodel:

- \$.07 per ft² of conditioned space plus an additional \$25.00 per required inspection. Total inspection fees shall not exceed \$.05 per ft² or be less than \$200.00.

In-ground Swimming Pools:

New Construction:

- \$50.00 per permit plus an additional \$25.00 per required inspection.

Portable Carports:

New Construction:

- \$25.00 per permit.

Demolitions:

- \$50.00 per permit plus an additional \$25.00 for required pre- and post-inspections. Any required additional inspections are \$12.50 each.

Other Construction:

Driveways, culverts, curbs, burn-pits, or any other construction not named above:

- \$.07 per ft² with a minimum of \$10.00 per permit plus an additional \$25.00 for required pre- and post-inspections. Any required additional inspections are \$12.50 each.

Re-Inspection Fees:

Any item that does not meet code and must be re-inspected will require a 24-hour notice for re-inspection and payment of a \$25.00 re-inspection fee to be paid at the City Office prior to re-inspection unless otherwise stated above.

SECTION 2 – OUBCC Permit Fee:

All building permits require the payment of an Oklahoma Uniform Building Code Commission Fee: \$4.50

ARTICLE 3

TRADE PERMITS

SECTION 1 – General Information

All contractors who wish to do business within the city limits of Stilwell, OK will be required to have a Trade Permit.

In order to obtain a permit an electrical, mechanical, or plumbing contractor must:

1. fill out an application with the City of Stilwell
2. present a valid Photo ID,
3. present a valid State of Oklahoma Trade license with a current effective date,
4. provide proof of a surety bond, and provide a current proof of insurance with a minimum liability of \$50,000.00 single limit for bodily injury and property damage.

A roofing contractor must:

1. meet the above requirements and
2. must have a minimum of \$500,000.00 liability insurance for residential roofing, or \$1,000,000.00 for commercial roofing.

All Trade Permits are due and renewable on anniversary date of permit.

SECTION 2 – Permits and Fees

Electrical Permit:

- Contractor—\$50.00 per year
- Journeyman—\$25.00 per year
- Apprentice—\$10.00 per year

Mechanical Permit:

- Contractor—\$50.00 per year
- Journeyman—\$25.00 per year

Plumbing Permit:

- Contractor—\$50.00 per year
- Journeyman—\$25.00 per year
- Apprentice—\$10.00 per year

Roofing Contractor Permit:

- Contractor—\$100.00 per year

Home Inspection Permit:

- Residential Inspector—\$25.00 per year

Building Inspection Permit:

- Building Inspector—\$25.00 per year

SECTION 3 – UBCC Permit Fee:

All trade permits require the payment of an Oklahoma Uniform Building Code Commission Fee:
\$4.50

ARTICLE 4

PROPERTY MAINTENANCE FEES:

SECTION 1 – General Violation Fee

Properties that are found to be in violation of:

1. IPMC (International Property Maintenance Code),
2. IBC (International Building Code),
3. IRC (International Residential Code), or the
4. IEBC (International Existing Building Code)

will be assessed a fee to offset the cost of required inspection, abatement, or other necessary actions by the municipality.

- \$200 fee

SECTION 2 – Occupational License:

Existing Businesses:

This is an annual permit businesses are required to obtain by July 31 of every year for the period from July 1 of the current year through June 30 of the next calendar year. The following information is required to issue an occupation license:

1. Owner
 - a. Name
 - b. Physical Address
 - c. Mailing Address
 - d. Phone Number
2. Business
 - a. Business Name
 - b. Physical Address
 - c. Mailing Address
 - d. Phone Number
 - e. Type of Business

New or Relocated Businesses:

For new businesses or businesses that are relocating, an occupational license application must be filled out and an inspection is required.

Occupational Fees:

- \$25 except as listed below:

Relating to the Sale of Alcoholic beverages (37A § 1-103) are set forth as follows:

- Brewer, per year 600.00 \$1,000.00
- Brewpub, per year 600.00 \$1,000.00
- Distiller, per year....600.00 35.00
- Rectifier, per year 1200.00 2,500.00
- Retail spirits store 600.00 900.00
- Retail beer and wine store 500.00
- On premises mixed beverages, first year 500.00 1,000.00
 - Renewals, per year 400.00 900.00
- On premises beer or wine, first year 500.00
 - Renewals, per year 400.00
- Mixed beverage/caterer combination 750.00 1,250.00
 - Renewals, per year 600.00 1,150.00
- Winemaker, per year 500.00
- Wholesaler, Wine and Spirits per year 1500.00 2,000.00
- Wholesaler, Beer Distributor per year 500.00

SECTION 3 – Municipal Permits and Fees:

Burn Permit:

- \$10.00 (3 days) (62 & over no charge) (must comply with Ordinance 403)

Residential Sale Permit:

- \$5.00 (3 days) (62 & over no charge) (must comply with Ordinance 404)

Accident Report:

- \$10.00

Fire Report:

- \$10.00

Fingerprinting Fee:

- \$10.00

Community Building:

- Non-Profit: \$100.00 deposit/\$100.00 rental
- Birthday Parties/Entertainment Venue: \$200.00 deposit/\$250.00 rental
- For Profit Sale: \$200.00 deposit/\$250.00 rental
- If Police Security is required there will be an additional \$25.00 per hour fee with a minimum of 4 hours.

Animal Fees:

- Pet License (January 1 – December 31): \$10.00
- Animal Control pick-up fee: \$35.00
- Boarding fee after pick-up: \$15.00 per day

Vendor Fees:

Temporary:

- Personal and/or Non-Profit (3 Day) \$5.00
- Commercial (3 day) \$35.00; (30 Days) \$100.00; (90 days) \$300.00

Special Events:

- Special Event License \$100.00

Machine, Door to Door, Novelty (12 months):

- Machine: \$25.00 per vendor
- Door to Door: \$50.00
- Novelty: \$25.00

ARTICLE 5 – PENALTY FOR NON-COMPLIANCE:

Any person, firm, or corporation that starts work on any project before obtaining the proper permits, licenses, or inspections to remain in compliance with local building codes or ordinances will be subject to a penalty in the amount equal to, but not more than, twice the amount of the original permit, license, or inspection fee.

This penalty will be assessed for each twenty-four (24) hour period of non-compliance.

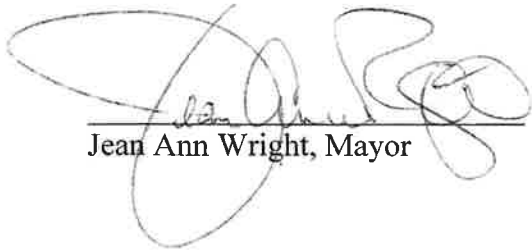
SECTION 5: Repeal and Severability

1. Existing Ordinance 385, 385-2017, 385-2018, and 385-2019. are hereby repealed.
2. Any and all existing ordinances or portions thereof in conflict herewith be and the same are hereby repealed.
3. The provisions of this ordinance shall be severable and, if any of the provisions shall be held in contravention of the Constitution and laws of the State of Oklahoma, the decisions of the court shall not affect the validity of the remaining portions.
4. It is the intent of this ordinance that the same would have been adopted had such unconstitutional or unlawful provisions, if any, not been included herein.

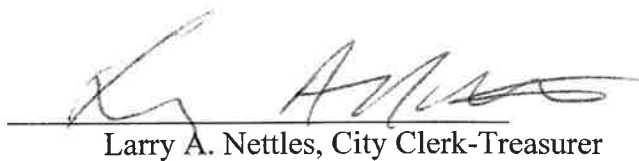
PASSED by the City Council this 1st day of June, 2020.

APPROVED by the Mayor this 1st day of June, 2020.

ATTEST:



Jean Ann Wright, Mayor



Larry A. Nettles, City Clerk-Treasurer

