

**CITY OF SANDPOINT
AGENDA REPORT**

DATE: December 11, 2019
TO: MAYOR AND CITY COUNCIL
FROM: Sarah Lynds - Director of Finance/Treasurer
SUBJECT: New City Fees

DESCRIPTION/BACKGROUND: During the annual budgeting process all existing fees are reviewed. Changes to existing fees or new fees are brought to Council as part of the budgeting process. Occasionally there is a need throughout the year to add additional fees.

Proposed New Fees

Special Event Permit late application filing fee – These fees reflect 50% of the application fee, minimum \$50, if the application is received 14-20 days prior to the event and 100% of the application fee, minimum \$100, if the application is received 7-13 days prior to the event.

Sidewalk in Lieu Fee – This is a new proposed fee in lieu of sidewalk construction, reflecting \$125.00 per linear foot of property frontage. This fee is associated with the new proposed City Code 7-3-10 relating to sidewalk construction. This fee in lieu of sidewalk construction is assessed when the City provides written approval for a modification to the requirements of construction of sidewalk. The amount is based upon the most recent and local, total average bid prices for sidewalk construction. Multiple site condition variables influence the actual price of construction, and the proposed fee amount is intended to serve as a contribution to actual costs incurred by the City to perform construction of sidewalk at a location, as described in the new proposed City Code 7-3-10.

Pass Through County Fee – Addressing Fee – This is a new proposed \$32.50 fee that will be remitted to the County for E-911 verification and entry.

Pass Through County Fee – Road Naming Fee – This is a new proposed \$62.50 fee that will be remitted to the County for E-911 verification and entry.

STAFF RECOMMENDATION: To approve these new fees with the effective dates as noted on the Fee Schedule, attached to the proposed Resolution.

ACTION: A motion to approve these new fees with effective dates as listed on the Fee Schedule.

WILL THERE BE ANY FINANCIAL IMPACT? Yes

HAS THIS ITEM BEEN BUDGETED? No

ATTACHMENTS: Resolution, Fees Schedule, and copy of Bonner County Resolution 19-83

No: 19-
Date: December 18, 2019

RESOLUTION
OF THE CITY COUNCIL
CITY OF SANDPOINT

TITLE: ADOPTION OF NEW FEES

WHEREAS: Idaho Code § 63-1311A provides that new fees or fee increases in excess of five percent (5%) require a public hearing;

WHEREAS: A notice listing such fees and the date and time of the public hearing was published in the Bonner County Daily Bee, the City's newspaper of record, on December 4 and 11, 2019; and

WHEREAS: City Council held a public hearing on December 18, 2019, to accept testimony regarding these fees.

NOW, THEREFORE, BE IT RESOLVED THAT: The new City fees, as reflected on the attached fee schedule, are hereby adopted, with effective dates as noted.

Shelby Rognstad, Mayor

ATTEST:

Melissa Ward, City Clerk

City Council Members:

YES NO ABSTAIN ABSENT

1. Eddy
2. Aitken
3. Williamson
4. Ruehle
5. Aispuro
6. Darling

Proposed New Sandpoint City Fees - December 2019

FEE DESCRIPTION		CURRENT	PROPOSED	% CHANGE	EFFECTIVE DATE
Licenses and Permits					
Special Event Permit	Late application - received 14-20 days prior to Event	\$0.00	50% of Filing Fee, minimum \$50	NEW	IMMEDIATELY
Special Event Permit	Late application - received 7-13 days prior to Event	\$0.00	100% of Filing Fee, minimum \$100	NEW	IMMEDIATELY
Infrastructure and Development Services					
Sidewalk Fee in Lieu	alternate responsibility of sidewalk construction	\$0.00	\$125.00 linear foot of frontage	NEW	New Sidewalk Code effective date
Addressing Fee	pass-through County fee	\$0.00	\$32.50	NEW	January 1, 2020
Road Naming Fee	pass-through County fee	\$0.00	\$62.50	NEW	January 1, 2020

RESOLUTION NO. 19-83

GIS Department Road Addressing and Naming Fee Schedule

WHEREAS, Idaho Code § 67-6518 provides the authority for the Board of County Commissioners to adopt development standards for roadways, streets, lanes, bicycleways, pedestrian walkways, rights-of-ways, grades, alignments and intersections and other public and private development, street numbers and names, house numbers; and

WHEREAS, Idaho Code § 31-870 and Idaho Code § 63-1311 provide that the Boards of County Commissioners of each county in Idaho may collect fees for services provided; and

WHEREAS, Bonner County Revised Code (BCRC) Title 13, Chapters 4 & 5, provide authority for the Board of County Commissioners to create fee schedules for County addressing and road naming purposes; and

WHEREAS, The Bonner County GIS Department has demonstrated a need to establish an addressing and road naming fee schedule; and

WHEREAS, Bonner County advertised notice in the Daily Bee for a public hearing on September 5, 2019 as per Idaho Code 63-1311A;

NOW, THEREFORE, BE IT RESOLVED, by the Bonner County Board of Commissioners, that the following fees and requirements are hereby established:

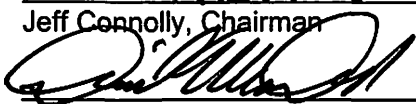
RESIDENTIAL/Commercial

1. Addressing and road naming fees shall be calculated as set forth in the attached "Schedule A" and will be effective October 1, 2019 and shall be reviewed and approved annually by the Bonner County Board of Commissioners.
2. An addressing fee in the amount of \$65.00 per address is hereby established for each occupiable dwelling unit in Bonner County.
3. A road naming fee in the amount of \$125.00 is hereby established for each road that is required per the Bonner County Addressing Ordinance.

APPROVED THIS 17th day of September 2019, as a Resolution of the Bonner County Board of Commissioners.

Bonner County Board of Commissioners

ABSENT
Jeff Connolly, Chairman


Dan McDonald, District 3 Commissioner


Steven Bradshaw, District 1 Commissioner

ATTEST: Michael Rosedale

By: 
Deputy Clerk

PUBLIC HEARING NOTICE

The Bonner County Commissioners will hold a Public Hearing on Thursday, September 5, 2019 at 4:00 p.m. in the Bonner County Administrative Offices located at 1500 Hwy 2, Sandpoint, Idaho in the third floor conference room to hear public comment regarding the proposed Addressing fee's. Written comments may be submitted to Bonner County Commissioners, 1500 Hwy 2 Ste. 308 Sandpoint, Idaho 83864.

Proposed new rate changes effective 10/1/2019

The Bonner County GIS Director may waive a fee on a case by case basis.

Addressing

Residential/Commercial \$65.00 per address. Includes GPS of access, driveway and structure

Additional trips to location \$50.00 per each additional trip required

Re-Address

Residential/Commercial (Citizen Initiated) \$ 65.00 per address.

Road Name

Public/Private \$ 125.00 Includes road names that are placed on the "Reserved Road List"

Road Name change request \$ 100.00 per road name. Adding a road designation to an existing road name does not incur this fee.

DEFINITIONS

NEW ADDRESS: any newly assigned address that was requested by a citizen and did not previously exist in the County's address database, regardless of status of the addressed structure (existing, under construction, inhabited, etc.). **NEW ADDRESSES** can be temporary or permanent.

CITIZEN INITIATED RE-ADDRESS: a change of address triggered by a citizen requesting an address/addresses where the **NEW ADDRESS** creates a **COMMON DRIVEWAY** (BCRC 13-310) scenario or otherwise identifies existing addressing errors.

COUNTY INITIATED RE-ADDRESS: a change of address triggered by the County independently identifying errors with the existing address/addresses.



BONNER COUNTY GIS

1500 Highway 2, Suite 115 • Sandpoint, ID 83864 • Phone: (208) 255-5681

September 17, 2019

Memorandum

GIS
Item #1

To: Commissioners

From: Jim Snyder, Director

Re: GIS Resolution Establishing Fees

The attached resolution is provided for your review and to establish GIS fees effective October 1, 2018.

Public Hearing held Sept. 5, 2019

Distribution: Original to BOCC
Email copy to Jim Snyder, and Mike Bolling

A suggested motion would be: Mr. Chairman based on the information before us I move that the County approve Resolution 19- 83 to establish GIS fees for Addressing and Road Names effective October 1, 2019.

Recommendation Acceptance: yes no


Commissioner Jeff Connolly, Chairman

Date: 9/17/19