



CITY OF O'FALLON

Pam Clement, City Clerk

100 North Main Street
O'Fallon, Missouri 63366

SCHEDULE OF FEES AND CHARGES

(Fees effective January 1, 2013)

GENERAL FEES

Hourly rate for research.....\$27.00

This rate is calculated by taking step A on plan B (2013 wage plan) and adding in FICA, Medicare, life, LTD, LAGERS, workers' comp and dental. Using the average hourly salary, plus benefits salary, the rate would be \$27.16. The charges for time spent on duplication cannot exceed the average hourly rate of pay for clerical staff, and the charges for research cannot exceed the actual cost of research time (Section 610.026.1(1)).

8 ½ X 11 documents.....10 cents per page

For paper copies that are 9 by 14 inches and smaller, the custodian may charge up to 10 cents per page. In addition, the custodian may charge for time spent duplicating the records and for research time spent fulfilling the request. (Section 610.026.1(1)).

Plot Plans.....\$7.00

Plot plan fee, \$7.29 - 5 copies of the plot plan at \$.10 each - .50 - 15 minutes of labor time = \$6.79

DVD of meetings.....\$27.00

Average Communication hourly rate is \$27.00. Each request takes approximately 1/3 hr + materials ~\$9.00 labor + ~\$ 1.00 = \$10 per DVD For all other types of records, including paper larger than 9 by 14 inches, tapes, disks, pictures, maps and slides, the custodian may charge for the cost of the materials used for duplication and staff time, which cannot exceed the average rate of pay for the body's staff. Fees for maps, blueprints or plats requiring special expertise to duplicate may include the actual rate of pay for the trained personnel making the copies. In addition, if programming is required, fees may include the actual cost of the programming (Section 610.026.1(2)).

Stock Maps (ex. zoning, ward, land use)

Large printed map of (36 x 50).....\$15.00 each

Medium printed map (24 x 36).....\$10.00 each

Small printed map (8 ½ x 11 or 11 x 17).....\$10.00 each

Custom Map or data (Hourly rate, Time estimated per project.) plus.....\$33.00 per hour

8 ½ x 11 printed page cost.....\$0.25 each

11 x 17 printed page cost.....\$0.50 each

24 x 36 printed page cost.....\$1.25 each

36 x 50 printed page cost.....\$2.50 each

GIS - Amounts based on the following costs from 2012: Average hourly rate \$33, Ink Cartridges for large format plotter - \$43 each x 4, Toner Cartridges for laser printer - \$250 each x 4, 8 ½ x 11 paper for laser printer - \$9 per ream, 11 x 17 paper for laser printer - \$18 per ream, Roll paper for large format plotter - \$23 per roll

The Planning Division fees are included in Appendix B of the Land Use Chapter. (SEE ATTACHED)

We now have the ability to provide the Comprehensive Plan on a disc, (at no charge) or you can obtain it from our website at <http://www.ofallon.mo.us/images/pubs/planning/CompPlan2008.pdf> We no longer provide paper copies of any manuals.

FEEL FREE TO CONTACT MY OFFICE WITH ANY QUESTIONS.

City Clerk, Pam Clement.....(636)379-5555

Checks sent to the City Clerk's office should be made out to the City of O'Fallon, MO

QuickCode -- City of O'Fallon

SCHEDULE OF FEES, COSTS AND EXPENSES	
<i>Annexation</i>	No Fee
<i>Area Plan--Mixed-Use Traditional Development District</i>	\$300.00 + the cost of the legal notice advertising the public hearings + \$0.62 mailing fee for the notification of each adjacent property owner within a 300 foot radius of the subject site.
<i>Area Plan--Planned Development</i>	\$300.00 + the cost of the legal notice advertising the public hearings + \$0.62 mailing fee for the notification of each adjacent property owner within a 300 foot radius of the subject site.
<i>Area Plan (Revised)--Planned Unit Development</i>	\$300.00 + the cost of the legal notice advertising the public hearings + \$0.62 mailing fee for the notification of each adjacent property owner within a 300 foot radius of the subject site.
<i>Certificate of Zoning Compliance</i>	\$15.00.
<i>Comprehensive Plan</i>	\$20.00 per copy.
<i>Conditional Use Permit</i>	\$100.00 + the cost of the legal notice advertising the public hearings + \$0.62 mailing fee for the notification of each adjacent property owner within 300 feet.
<i>Construction Site Plans and Inspections</i>	<p>Two percent (2%) of the estimated cost of improvements reviewed by the Planning and Engineering Department.</p> <p><i>"Improvements"</i> shall include any structural, material or physical change incident to servicing or furnishing facilities for the site such as, but not limited to, the demolition of structures, removal of trees and other vegetative cover, grading, the installation of street pavement, curbs and gutters, driveway approaches, sidewalks, multi-purpose trails, traffic signals and/or other off-site roadway improvements, water mains and lines, sanitary sewers, storm sewers, culverts, bridges, detention facilities, outfall structures, lakes, waterways, canals, permanent street monuments, street trees, landscaping or any other improvements required or deemed necessary with the approved construction site plan.</p>

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<i>Annexation</i>	No Fee
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<i>Display House Plat</i>	\$100.00.
<i>Excavation Permit</i>	\$15.00 (per excavation or per household).
<i>Fence Permit</i>	\$10.00.
<i>Final Plan--Mixed-Use Traditional Development District</i>	\$300.00 + the cost of the legal notice advertising the public hearings + \$0.62 mailing fee for the notification of each adjacent property owner within a 300 foot radius of the subject site.
<i>Final Plan--Planned Development</i>	\$300.00 + the cost of the legal notice advertising the public hearings + \$0.62 mailing fee for the notification of each adjacent property owner within a 300 foot radius of the subject site.
<i>Final Plan--Planned Unit Development</i>	\$150.00.
<i>Flood Plain Information</i>	No fee.
<i>Grading Plan (if separate from construction site plans) and Inspection</i>	Two percent (2%) of the estimated cost of improvements reviewed by the Planning and Engineering Department (see the definition of "improvements" listed under Construction Site Plans

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SCHEDULE OF FEES, COSTS AND EXPENSES	
<i>Annexation</i>	No Fee
<i>Home Occupation Permit</i>	\$15.00.
<i>Land Use and Development Manual (Zoning Code and Subdivision Code)</i>	\$30.00 per copy.
<i>Photocopies</i>	\$0.10 per page.
<i>Preliminary Plat</i>	\$150.00 + the cost of the legal notice advertising the public hearings + \$0.62 mailing fee for the notification of each adjacent property owner within a 300 foot radius of the subject site.
<i>Record Plat</i>	No fee.
<i>Sign Permit--Installed</i>	\$35.00 + \$1.00 per square foot of sign area.
<i>Sign Permit--Temporary/Specialty Display</i>	Duration: 30 days or less (\$35.00)
<i>Sign Permit--Temporary/Specialty Display</i>	Duration: 31 to 60 days (\$55.00)
<i>Sign Permit--Temporary/Specialty Display</i>	Duration: 61 to 90 days (\$75.00)
<i>Sign Permit--Off Premise Directional (Annual)</i>	\$150.00 + \$1.00 per square foot of sign area (initial installation)
<i>Sign Permit--Off Premise Directional (Annual Renewal)</i>	\$50.00
<i>Sign Permit--Off Premise Directional (Weekend)</i>	\$150.00 (per calendar year)

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SCHEDULE OF FEES, COSTS AND EXPENSES	
<i>Annexation</i>	No Fee
<i>Temporary Use Permit</i>	
<i>Storage unit/bulk container (residential use) on site less than 5 days</i>	Free
<i>Storage unit/bulk container (residential use) on site more than 5 days</i>	\$15.00
<i>Extension of approved permit beyond 30 days</i>	\$15.00
<i>Storage unit/bulk container (commercial/industrial use)</i>	\$50.00
<i>Storage unit/bulk container (developmental/construction use)</i>	\$50.00
<i>Tent</i>	\$200.00 (\$100.00 of which is refundable upon request once the tent has been removed).
<i>Transfer of a Conditional Use Permit Application</i>	\$50.00
<i>Variance Request and Appeal of an Administrative Decision</i>	\$100.00 + \$0.62 mailing fee of each adjacent property owner
<i>Zoning Verification Letter</i>	\$15.00.
<i>Zoning District Classification Amendment</i>	\$100.00 + the cost of the legal notice advertising the public hearings + \$0.62 mailing fee for the notification of each adjacent property owner within a 300 foot radius of the subject site.
<i>Zoning District Classification Map</i>	\$10.00 per copy (thirty-six (36) inches by fifty (50) inches). \$5.00 per copy (eleven (11) inches by seventeen (17) inches).

(Ord. No. 4931 §6, 12-14-05; Ord. No. 5022 §3, 7-3-06; Ord. No. 5216 §3, 8-23-07; Ord. No. 5223 §3, 8-23-07; Ord. No. 5726 §5, 8-25-11; Ord. No. 5831 §8, 12-13-12)