



**AGENDA
CITY OF LAUREL
CITY COUNCIL WORKSHOP
TUESDAY, JULY 21, 2020
6:30 PM
COUNCIL CHAMBERS**

Public Input: *Citizens may address the Council regarding any item of City business that is not on tonight's agenda. The duration for an individual speaking under Public Input is limited to three minutes. While all comments are welcome, the Council will not take action on any item not on the agenda. If a citizen would like to speak or comment regarding an item that is on tonight's agenda, we ask that you wait until the agenda item is presented to the Council by the Mayor and the public is asked to comment by the Mayor. Once again, each speaker is limited to three minutes.*

Be advised, if a discussion item has an upcoming public hearing, we would request members of the public to reserve your comments until the public hearing. At the public hearing, the City Council will establish an official record that will include all of your comments, testimony and written evidence. The City Council will base its decision on the record created during the public hearing. Any comments provided tonight will not be included in the record or considered by the City Council.

General Items

1. Update from Laurel Public School Superintendent.
2. Appointment of Evan Bruce to the City/County Planning Board for a two-year term ending June 30, 2022.

Executive Review

3. Resolution No. R20-__: A Resolution To Adopt An Official Schedule Of Fees And Charges For The City Of Laurel, Repealing All Previous Resolutions That Set Fees Or Charges That Conflict With The Schedule Attached Hereto Upon Its Effective Date.
4. Ordinance - Street Maintenance

Council Issues

5. Discussion on Laurel Depot and Spruce Grove Project
6. Discussion on Depreciation and Replacement Fund for Solid Waste.

Other Items

Review of Draft Council Agendas

Attendance at Upcoming Council Meeting

Announcements

The City makes reasonable accommodations for any known disability that may interfere with a person's ability to participate in this meeting. Persons needing accommodation must notify the City Clerk's Office to make needed arrangements. To make your request known, please call 406-628-7431, Ext. 2, or write to City Clerk, PO Box 10, Laurel, MT 59044, or present your request at City Hall, 115 West First Street, Laurel, Montana.

DATES TO REMEMBER

File Attachments for Item:

2. Appointment of Evan Bruce to the City/County Planning Board for a two-year term ending June 30, 2022.

Brittney Moorman

From: City Mayor
Sent: Wednesday, July 1, 2020 2:13 PM
To: Brittney Moorman; Bethany Langve
Subject: FW: City County Planning Board

FYI, Below.

-----Original Message-----

From: Evan Bruce <evanblaurel@gmail.com>
Sent: Wednesday, July 1, 2020 2:06 PM
To: City Mayor <citymayor@laurel.mt.gov>
Subject: City County Planning Board

Dear Mayor, Thomas Nelson

I, Evan Bruce, am interested in continuing to be on the City/County Planning Board. I have been on the board for the last year and my term is ending. Please re-appoint me to the board.

Evan Bruce
406-598-7883
evanblaurel@gmail.com
105 E Main St. #3
Laurel, Montana 59044

File Attachments for Item:

3. Resolution No. R20-__: A Resolution To Adopt An Official Schedule Of Fees And Charges For The City Of Laurel, Repealing All Previous Resolutions That Set Fees Or Charges That Conflict With The Schedule Attached Hereto Upon Its Effective Date.

RESOLUTION NO. R20-__

A RESOLUTION TO ADOPT AN OFFICIAL SCHEDULE OF FEES AND CHARGES FOR THE CITY OF LAUREL, REPEALING ALL PREVIOUS RESOLUTIONS THAT SET FEES OR CHARGES THAT CONFLICT WITH THE SCHEDULE ATTACHED HERETO UPON ITS EFFECTIVE DATE.

WHEREAS, the Laurel Municipal Code requires the City Council to review, modify and/or update its fees and charges on an annual basis through further Resolution of the City Council; and

WHEREAS, Staff prepared the attached Schedule of Fees and Charges for the City Council's consideration and adoption after public hearing until further Resolution of the City Council; and,

WHEREAS, on _____ the City Council adopted Resolution No. R20-__, a Resolution of Intent to adopt the updated Schedule of Fees and Charges and set a public hearing for _____. The public hearing was held on _____ in order to provide opportunity for public input prior to adoption. No public comment was provided.

BE IT RESOLVED, by the City Council that the attached Schedule of Fees and Charges is reasonable and in the best interest of the City of Laurel; and

BE IT FURTHER RESOLVED that the City Council hereby adopts the Schedule of Fees and Charges attached hereto for convenience.

Introduced at a regular meeting of the City Council on _____, by Council Member _____.

PASSED and APPROVED by the City Council of the City of Laurel this ___th day of _____, 2020.

APPROVED by the Mayor this ___th day of _____, 2020.

CITY OF LAUREL

ATTEST:

Thomas C. Nelson, Mayor

Bethany Langve, City Clerk/Treasurer

Approved as to form:

Sam S. Painter, Civil City Attorney

CITY OF LAUREL
SCHEDULE OF FEES AND CHARGES
AS OF TUESDAY, JULY 28, 2020 / RESOLUTION NO. R20-__

Administrative, City Attorney and Court Fees and Charges (except Library)

Returned Check.....	\$30.00
Document Photocopying	
First 3 pages	No Charge
Copies in excess of 3 pages – per page	\$0.25
Research City Records (Per Hour).....	\$30.00
Video Tape or DVD Copy	First Copy \$25.00
.....	Each Additional Copy \$5.00
Dog License Fees and Renewals before April 1 (must be renewed each year)	
Spayed Female/Neutered Male	\$10.00
Un-spayed Female/Un-neutered Male	\$15.00
Dog License Renewals after April 1	
Spayed Female/Neutered Male	\$20.00
Un-spayed Female/Un-neutered.....	\$30.00
Dog Kennel before April 1 (must be renewed each year)	
Non-Commercial	\$50.00
Commercial	\$75.00
Business License	
General	\$75.00
Beer and/or Wine License	\$200.00
Three Apartments.....	\$30.00
Four Apartments	\$40.00
Five or more Apartments	\$75.00
Pawn Shop.....	\$100.00
Utilities.....	\$300.00
Amusement Machines	\$50.00
Live Music	\$50.00
Junk	\$50.00
Liquor License	\$406.00
Franchises.....	\$300.00
Sexually Oriented Business.....	\$500.00

Police Department Fees and Charges

Victims Report.....	\$5.00
Case Report	\$35.00
Case Report with pictures	\$45.00
Vehicle Accident Report (form only)	\$10.00
Vehicle Accident Report with pictures	\$25.00
Audio Recording	\$50.00
Vehicle Impound – Per Day 1 st week.....	\$25.00
Vehicle Impound – Per Day after 1 st week	\$50.00
Dog Impound Fee	\$30.00
Dog Boarding Fee (24 hours after notification) – Per Day.....	\$60.00
Fingerprint Card	\$30.00
Subsequent Fingerprint Cards – Per Card.....	\$5.00

Fire Department Fees and Charges

Incident Report (NFIRS Copy).....	\$30.00
Photograph Copies – Color (35mm) Prints.....	Cost of Processing + \$25.00

Photograph Copies – Enlargements	Cost of Processing + \$25.00
Photograph Copies – Digital (Copy of Disk).....	\$35.00
Fire Suppression Fees Charged to Non-Residents or for Code or Ordinance Violations	
Base Rate for First Hour of Response for working fires, rescue operations, hazmat or large scale incidents	\$1,100.00
Base Rate for Service Assist Calls or Minor Calls.....	\$700.00
For each Fireman	\$20.00/hour
Base Rate for Assist and Investigate.....	\$200.00/hour

Rates for Additional Hours after the First Hour of Any Response
(Time calculated from time of response to return to service.)

Engine #1	\$250.00
Engine #2	\$250.00
Engine #4	\$200.00
Squad5.....	\$250.00
Tender #1	\$75.00
Tender #2	\$75.00
Support #1	\$75.00
Command 1	\$100.00
Command 2.....	\$100.00
Brush #1	\$100.00
Brush #2	\$100.00
Brush #3	\$100.00
Brush #5	\$100.00

Business inspection within jurisdiction – marketing fireworks, firecrackers and other pyrotechnics \$200.00

False Fire Alarms (per year)

First	Free
Second.....	\$100.00
Third.....	\$200.00
Fourth +.....	\$300.00

Fire Extinguisher Training

10 Students.....	\$150.00
-Additional per student.....	\$15.00

Ambulance Service Fees

Paramedic Base Rate	\$1,400.00
Basic Base Rate	\$1,100.00
Mileage with Patient (per mile)	\$18.00
Other Charges	
Treat Only	\$180.00
Basic Disposable Supplies	\$170.00
Paramedic Disposable Supplies	\$200.00
Defibrillator Supplies.....	\$200.00
EKG Supplies.....	\$50.00
Wait Time	\$55.00
Extra Attendant	\$75.00
DOA Transport	\$200.00
Stand-By Rate (per Hour)	\$100.00
Nebulizer.....	\$35.00
Decontamination of Ambulance	\$70.00
IV Supplies.....	\$50.00
Glucometer.....	\$40.00
Pulse Ox	\$20.00
Spinal Immobilization.....	\$50.00
Splinting.....	\$25.00

Supraglottic Airway (BVM/King)	\$100.00
Suction Kit	\$15.00
Intraosseous Kit (IO).....	\$200.00
Wound Care	\$20.00
Pelvic Splint (any size).....	\$100.00
Burn Kit.....	\$50.00
Needle Decompression.....	\$100.00
ET Intubation	\$100.00
Capnography Monitoring	\$15.00
Cricothyrotomy	\$150.00
Medication Charges	
Adenosine.....	\$ 25.00
Albuterol Neb 5mg.....	\$15.00
Amiodarone.....	\$ 20.00
Aspirin.....	\$10.00
Atropine	\$ 30.00
Benadryl Tab 25mg.....	\$15.00
Calcium Gluconate.....	\$ 35.00
D5W Solution	\$20.00
D10W Solution per 1000 ml	\$25.00
D50W Solution	\$25.00
Diphenhydramine Injectable 50 mg	\$ 10.00
Dopamine.....	\$ 35.00
Epinephrine Injector Adult.....	\$300.00
Epinephrine Injector Pediatric.....	\$400.00
Epinephrine 1 mg/ml.....	\$30.00
Epinephrine 1:1000.....	\$ 40.00
Epinephrine 1:10000.....	\$ 20.00
Fentanyl.....	\$ 30.00
Furosemide.....	\$ 10.00
Glucagon 1mg	\$450.00
Haloperidol	\$15.00
Humidified Oxygen	\$90.00
Ipratropium Bromide Inhalant 2.5 ml	\$ 5.00
Ketamine	\$ 125.00
Lidocaine.....	\$ 25.00
Magnesium Sulphate	\$ 20.00
Midazolam	\$ 15.00
Morphine Sulfate per 10 mg	\$ 30.00
Narcan (Naloxone) per 2 mg.....	\$ 55.00
Nitro Tab	\$ 20.00
Nitrous Oxide Administration.....	\$ 350.00
Norepinephrine.....	\$ 80.00
NS Solution 500 cc	\$ 30.00
NS Solution 1000 cc.....	\$ 60.00
Ondansetron (Zolfran) Injectable 4 mg.....	\$ 15.00
Ondansetron (Zolfran) Oral 4 mg	\$ 2.00
Oral Glucose 30 g	\$ 15.00
Oxygen	\$ 80.00
Sodium Bicarbonate.....	\$ 50.00
Solu-Cortef 100 mg.....	\$ 75.00
Solu-Medrol 125 mg	\$ 20.00
Thiamine 200 mg	\$ 25.00
Tranexamic Acid (TXA).....	\$ 80.00

EMT Class (plus the cost of books and testing)	\$500.00
Advanced EMT Class (plus the cost of books and testing)	\$1,500.00

Water Rates & Charges

See current resolution (Resolution No. R11-110).

Raw (untreated) Water: Base rate as per meter size, plus \$0.40/1000 gallons.

System Development Fees (Based on Line Size):

¾ Inch.....	\$1,500.00
1 Inch.....	\$2,685.00
1¼ Inch.....	\$4,170.00
1½ Inch.....	\$6,000.00
2 Inch.....	\$10,710.00
3 Inch.....	\$24,000.00
4 Inch.....	\$42,855.00

Connections to the water system with meters larger than 4 inches or when the unique usage characteristics of a large water user may require, the City will determine the system development fee at that time if the City can provide the service as requested.

Curb Box Repair Insurance Fee: \$1.00/month per water account.

Utility Hook-Up Fees:

Water Tapping – Two Inches or Less	\$250.00
Water Tapping – Greater Than Two Inches.....	Fee x 1.25
Labor/Operator Rate Per Hour.....	\$40.00
Heavy Equipment Rate Per Hour.....	\$75.00

Other Fees for Repairs, etc.:

Frozen or Damaged Meter	Replacement meter or meter parts cost plus 25%
Plus the Labor/Operator Rate Per Hour	\$40.00
OR overtime hourly rate if called out after hours	\$90.00
Hydrant meter rental	\$476.00/month prorated plus the total usage

Utility Billing Fees and Deposits:

New Accounts or Re-Establishing an Account.....	\$25.00
Restoring Service to a Delinquent Account.....	\$50.00
Deposit for New Meter Accounts, No Service in Previous Year.....	\$150.00
Charge for check returned by bank as unpaid.....	\$30.00

Wastewater Rates & Charges

See current resolution (Resolution No. R11-110).

Septic dump fee..... \$40.00/minimum up to 1,000 gallons plus \$0.04/gallon thereafter;
(Resolution No. R15-96)..... \$40.00 cleanup fee for spillage

System Development Fees

System Development Fees (Based on Line Size) – Sewer Residential

Each housing unit	\$1,000.00
Duplex = 2 units; Triplex = 3 units; Four-plex = 4 units; Etc.	

Commercial - Based on water meter size; Includes Subdivisions for Rent or Lease

¾ Inch.....	\$1,000.00
1 Inch.....	\$1,790.00
1¼ Inch.....	\$2,780.00
1½ Inch.....	\$4,000.00
2 Inch.....	\$7,140.00
3 Inch.....	\$16,000.00
4 Inch.....	\$28,570.00

Connections to the wastewater system with water meters larger than 4 inches or when the unique usage characteristics of a large water user may require, the City will determine the system development fee at that time if the City can provide the service as requested.

Solid Waste Fees and Charges

See current resolution (Resolution No. R14-34).

(Resolution No. R15-101)

(4) Multiple Containers. Non-residential users who use multiple containers shall be assigned a volume of use variable for each container used.

Roll Off Container Set / Reset.....	\$30.00
Roll Off Container Haul.....	\$150.00
Roll Off Container Cost per Ton.....	Current City of Billings' landfill rates
Replacement Waste Container (due to negligence).....	Cost x \$1.50
All Tires.....	\$5.00/tire
Container Site Waste - Business and Non-City Residents and/or City Residents that do not use City Solid Waste Services	
Minimum.....	\$5.00
Per Cubic Yard.....	\$10.00

Non-Residential Garbage Disposal Rate Schedule

See current resolution.

Park and Recreation Fees and Charges

Shelter Reservation.....	\$40.00
Special Events in Parks.....	\$50.00/one day
.....	\$75.00/two days
Youth Sports in Parks.....	No Charge
Riverside Park Camping Fees	
With water and electricity.....	\$20.00 per night
With no water.....	\$15.00 per night
Tent camping.....	\$12.00 per night

Library

Photocopy Fees (per page).....	\$0.10
Printer Fees	
Black and White (per page).....	\$0.10
Lost or Damaged Book.....	Cost
Library Cards for Non-Residents	
For Three Months (Minimum).....	No Charge
Per Year.....	No Charge
Interlibrary Loan Postage (per item).....	\$2.00 After 3
Community Room	
Use during library hours.....	\$3.00/hour
Use after hours (per hour or any portion of an hour).....	\$30.00

Refundable Cleaning Deposit	\$30.00
Library Card Replacement Fee (per Card).....	\$2.00
Fax Fees (per page).....	\$0.25 Send
.....	\$0.10 Receive

Cemetery Fees

(Please Note: Cemetery caretaker must be present at all interments.)

(Please Note: Burials are not permitted on Sundays, holidays or Saturday afternoons.)

City Residents

Full Grave	\$350.00
Baby Grave	\$200.00

Non-Residents

Full Grave	\$500.00
Baby Grave	\$250.00

Opening and Closing

Full Grave	\$280.00
Full Grave on Saturday mornings	\$380.00
Baby Grave	\$200.00
Baby Grave on Saturday mornings	\$250.00
Cremation.....	\$150.00
Cremation on Saturday mornings.....	\$200.00
Two Cremations on single plot	\$225.00
Two Cremations on single plot on Saturdays	\$ 300.00

Set Cremation Urn at existing Headstones

Private Sale of any plot (transfer processing fee)

Disinterment fee for a full burial

Disinterment fee for cremains.....

Planning Fees

Site Plan Review Fee (Residential).....

Site Pan Review Fee (Commercial).....

Zone Change

All Zone Change Applications resubmitted within 1 year

of a withdrawal request made after the legal advertising.....

Conditional Use Application (Residential)

Conditional Use Application (Commercial)

Special Review (Residential).....

Special Review (Commercial)

All Special Review Applications resubmitted within one year

of a withdrawal request made after the legal advertising.....

Annexation into the City of Laurel (80 acres or less)

Annexation into the City of Laurel (81 acres or more).....

Home Occupations.....

Temporary Use Permit.....

Vacation of Street or Alley

Variance (Residential)

Variance (Commercial).....

All Variance Applications resubmitted within one year

of a withdrawal request made after the legal advertising.....

Zoning Map Amendment

Staff Research

Cash in Lieu of Parking Spaces Except in the Central Business District

Outdoor Seating

Floodplain Permit

Review of Buildings for Lease or Rent.....	\$ 200.00
Zoning Compliance Fee	\$ 100.00

Subdivision Application Fees

Pre-Application Meeting.....	\$550.00 + \$25.00/Lot
Preliminary Plat (Major)	\$1,375.00 + \$50.00/Lot
Preliminary Plat (Minor).....	\$600.00 + \$50.00/Lot
Final Plat (Major).....	\$750.00 + \$25.00/Lot
Final Plat (Minor)	\$550.00 + \$25.00/Lot
Planned Unit Development (PDU) Concept Plan	\$550.00
Planned Unit Development (PDU) Preliminary Plan	\$1,100.00 + \$25.00/Lot
Planned Unit Development (PDU) Final Plan	\$550.00
Subdivision for Rent or Lease Preliminary Plan.....	\$1,375.00
Subdivision for Rent or Lease Final Plan	\$550.00
Exempt Subdivision	\$200.00
Corrections or Vacation of Recorded Final Subdivision Plats or Supporting Documents	\$250.00
Corrections or Adjustments to Plats, Conditions, and Supporting Documents after Preliminary Plat Approval:	
Minor Adjustments	\$250.00
Major Adjustments:	
Major Subdivisions affecting:	
6 to 40 Lots	\$1,100.00
41 to 200 Lots	\$3,300.00
Over 200 Lots	\$4,400.00
Minor Subdivisions	\$440.00

All Appeals the Same as Application Fee

Building Permit Fees

Building Permits	See Appendix A
Fence Permits.....	\$50.00
Plan Review	35% of Building Permit Fee
Demolition Permits	See Appendix A
Re-Inspection	\$50.00
Moving Permit	\$50.00
Mobile Home Inspection (Blocking permit includes two meter inspections).....	\$50.00
Mobile Home Water Meter Inspection	\$25.00 per additional inspection
Permit to Work in the Right-of-Way – Gravel Surface	\$75.00
Permit to Work in the Right-of-Way – Paved Surface	\$125.00
Encroachment Permit (per Year)	\$75.00
Approach, Sidewalk, Curb, and Gutter	\$75.00
Residential Roofing Permit.....	\$75.00
Commercial Roofing Permit	See Appendix A
Sign Permit	See Appendix A
Temporary Sign Permit.....	\$50.00
Fire Inspection (Initial and One Follow-Up)	\$35.00
Fire Inspection (per additional inspection)	\$10.00

APPENDIX A: BUILDING PERMIT FEES

Building Permit Fees are determined by the **Total Valuation** of the project. For **new construction and additions** the total valuation is determined by the most recent Valuation Data as published by the International Code Council. For **remodel projects**, the total valuation is based on the documented project cost.

Total Project Cost		Permit Fee	Total Project Cost		Permit Fee	Total Project Cost		Permit Fee
From	To		From	To		From	To	
\$1	\$500	\$24	\$24,001	\$25,000	\$391	\$62,001	\$63,000	\$735
\$501	\$600	\$27	\$25,001	\$26,000	\$401	\$63,001	\$64,000	\$742
\$601	\$700	\$30	\$26,001	\$27,000	\$411	\$64,001	\$65,000	\$749
\$701	\$800	\$33	\$27,001	\$28,000	\$422	\$65,001	\$66,000	\$756
\$801	\$900	\$36	\$28,001	\$29,000	\$432	\$66,001	\$67,000	\$763
\$901	\$1,000	\$39	\$29,001	\$30,000	\$442	\$67,001	\$68,000	\$770
\$1,001	\$1,100	\$42	\$30,001	\$31,000	\$452	\$68,001	\$69,000	\$777
\$1,101	\$1,200	\$45	\$31,001	\$32,000	\$462	\$69,001	\$70,000	\$784
\$1,201	\$1,300	\$48	\$32,001	\$33,000	\$472	\$70,001	\$71,000	\$791
\$1,301	\$1,400	\$51	\$33,001	\$34,000	\$482	\$71,001	\$72,000	\$798
\$1,401	\$1,500	\$54	\$34,001	\$35,000	\$492	\$72,001	\$73,000	\$805
\$1,501	\$1,600	\$57	\$35,001	\$36,000	\$502	\$73,001	\$74,000	\$812
\$1,601	\$1,700	\$60	\$36,001	\$37,000	\$512	\$74,001	\$75,000	\$819
\$1,701	\$1,800	\$63	\$37,001	\$38,000	\$523	\$75,001	\$76,000	\$826
\$1,801	\$1,900	\$66	\$38,001	\$39,000	\$533	\$76,001	\$77,000	\$833
\$1,901	\$2,000	\$69	\$39,001	\$40,000	\$543	\$77,001	\$78,000	\$840
\$2,001	\$3,000	\$83	\$40,001	\$41,000	\$553	\$78,001	\$79,000	\$847
\$3,001	\$4,000	\$97	\$41,001	\$42,000	\$563	\$79,001	\$80,000	\$854
\$4,001	\$5,000	\$111	\$42,001	\$43,000	\$573	\$80,001	\$81,000	\$861
\$5,001	\$6,000	\$125	\$43,001	\$44,000	\$583	\$81,001	\$82,000	\$868
\$6,001	\$7,000	\$139	\$44,001	\$45,000	\$593	\$82,001	\$83,000	\$875
\$7,001	\$8,000	\$153	\$45,001	\$46,000	\$603	\$83,001	\$84,000	\$882
\$8,001	\$9,000	\$167	\$46,001	\$47,000	\$613	\$84,001	\$85,000	\$889
\$9,001	\$10,000	\$181	\$47,001	\$48,000	\$623	\$85,001	\$86,000	\$896
\$10,001	\$11,000	\$195	\$48,001	\$49,000	\$633	\$86,001	\$87,000	\$903
\$11,001	\$12,000	\$209	\$49,001	\$50,000	\$643	\$87,001	\$88,000	\$910
\$12,001	\$13,000	\$223	\$50,001	\$51,000	\$651	\$88,001	\$89,000	\$917
\$13,001	\$14,000	\$237	\$51,001	\$52,000	\$658	\$89,001	\$90,000	\$924
\$14,001	\$15,000	\$251	\$52,001	\$53,000	\$665	\$90,001	\$91,000	\$931
\$15,001	\$16,000	\$265	\$53,001	\$54,000	\$672	\$91,001	\$92,000	\$938
\$16,001	\$17,000	\$279	\$54,001	\$55,000	\$679	\$92,001	\$93,000	\$945
\$17,001	\$18,000	\$293	\$55,001	\$56,000	\$686	\$93,001	\$94,000	\$952
\$18,001	\$19,000	\$307	\$56,001	\$57,000	\$693	\$94,001	\$95,000	\$959
\$19,001	\$20,000	\$321	\$57,001	\$58,000	\$700	\$95,001	\$96,000	\$966
\$20,001	\$21,000	\$335	\$58,001	\$59,000	\$707	\$96,001	\$97,000	\$973
\$21,001	\$22,000	\$349	\$59,001	\$60,000	\$714	\$97,001	\$98,000	\$980
\$22,001	\$23,000	\$363	\$60,001	\$61,000	\$721	\$98,001	\$99,000	\$987
\$23,001	\$24,000	\$377	\$61,001	\$62,000	\$728	\$99,001	\$100,000	\$994

Building Permit Fees for projects with total values of \$100,001 to \$500,000 are \$994 for the first \$100,000 plus \$5.60 for each additional \$1,000 or fraction thereof up to and including \$500,000. Building Permit Fees for project with total values of \$500,001 to \$1,000,000 are \$3,233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000 or fraction thereof up to and including \$1,000,000. Building Permit Fees for projects with total values of \$1,000,001 or more are \$5,608.75 for the first \$1,000,000 plus \$3.15 for each additional \$1,000 or fraction thereof.

File Attachments for Item:

4. Ordinance - Street Maintenance

ORDINANCE NO O20-__

AN ORDINANCE AMENDING TITLE 12 CHAPTER 12.04 OF THE LAUREL MUNICIPAL CODE RELATING TO THE CITY'S STREET AND SIDEWALK CONSTRUCTION AND MAINTENANCE.

WHEREAS, the City Council desires to keep the Laurel Municipal Code current by modifying and updating chapters, sections and subsections to address situations and problems within the City and to remain in accordance with Montana law; and

WHEREAS, the City's Public Works Director and City Attorney prepared the amendments below to the Laurel Municipal Code to remain consistent and in accordance with the State of Montana's Laws adopted by the Legislature; and

WHEREAS, the City's Public Works Director and City Attorney prepared, reviewed, and recommends the following amendments to Title 12, Chapter 12.04 as noted herein as follows:

Chapter 12.04 - STREET AND SIDEWALK CONSTRUCTION AND MAINTENANCE

- 12.04.030 - Streets.
- 12.04.040 - Definitions.
- 12.04.050 - Creation and alteration of maintenance districts.~~District designation authority.~~
- 12.04.051 - Improvements within maintenance districts-District Work and Improvement Plan.
- 12.04.052 - Notice of District Work and Improvement Plan for improvements.
- 12.04.053 - Protest.
- 12.04.054 - Choice in manner of making assessments.
- 12.04.055-12.04.059 Reserved
- 12.04.060 - Resolution for assessment of costs for maintenance of existing districts.
- 12.04.061 - Notice of resolution for assessment.
- 12.04.062 - Hearing on resolution for assessment of costs.
- 12.04.063 - Assessment of costs of improvements and maintenance of improvements.
- 12.04.064 - Assessment of costs.
- 12.04.065-12.04.069- Reserved.
- 12.04.070 - Financial assistance options. ~~Cost - Assessment - Levy - Resolution.~~
- 12.04.080 - Water user entities exempt from special assessments.
- 12.04.090 - Reserved.

12.04.030 - Streets.

A. ___ Supervision. All maintenance and repairs of public streets, alleys, sidewalks and other public ways shall be under the supervision of the ~~city engineer~~ Public Works Director. ~~He/she shall be charged with the enforcement of all ordinances and provisions relating to such public places (except traffic ordinances) and is authorized to enforce such ordinances.~~

B. ___ Construction. It is unlawful to construct or lay any pavement on any public street, sidewalk, alley or other public way, or to repair the same, without having first secured a permit therefor. Applications for such permits shall be made to the city clerk-treasurer, and approved by the ~~city engineer~~ Public Works Director, and shall state the location of the intended pavement or repair, the extent thereof, and the person

or firm who is to do the actual construction work. No such permit shall be issued except where the work will conform to the ordinances of the city.

C. ___ Engineer Plans.

1. Each applicant for construction or reconstruction of any public street, alley or other public way, shall file with the ~~city engineer~~Public Works Director engineering plans and specifications prepared by an engineer certified by the state. No permit shall be issued until the engineering plans and specifications are approved by the ~~city engineer~~Public Works Director.

2. ~~The city engineer or any~~A certified engineer may prepare the engineering plans and specifications for construction or reconstruction of any public street. Engineering plans and specifications preparation costs ~~of~~by the city engineer shall be paid by the applicant. The engineering plans and specifications preparation costs ~~to~~shall be based on the reasonable, customary charges for ~~such~~similar services.

D. ___ Inspection. All street improvements shall be inspected during the course of construction by an inspector appointed by the ~~city engineer~~Public Works Director, salaries and other costs in connection with such inspections ~~shall~~to be paid by the applicant, and such costs ~~to~~shall be based on the reasonable, customary charges for ~~such~~similar services.

E. ___ Bond. Each contractor for construction or reconstruction of any public street shall file a bond in the amount equal to the estimated cost of construction of the improvement and ~~conditioned to~~indemnify the city for any loss or damage resulting from the work undertaken or the manner of doing the same.

F. ___ Specifications. All street and sidewalk pavements shall be made in conformity with specifications laid down or approved from time to time by resolution of the city council.

(Ord. 97-2 § 4 (part), 1997; prior code § 11.32.030)

(Ord. No. O12-07, 1-15-13)

Editor's note— Formerly numbered as § 12.04.020.

12.04.040 - Definitions.

"Improvements" as used in this section includes but is not limited to the installation of traffic signs, new curb and gutter construction, narrowing, ~~and~~ widening and rebuilding of existing streets.

"Maintenance" as used in this section includes but is not limited to sprinkling, graveling, oiling, chip sealing, seal coating, overlaying, treating, general cleaning, sweeping, flushing, snow removal, leaf and debris removal, the operation, maintenance and repair of traffic signal systems, the repair of traffic signs, the replacement and maintenance of pavement markings, ~~and~~ curb and gutter repair, and minor sidewalk repair that includes cracking, chipping, sinking, and replacement of not more than 6 feet of sidewalk in any 100 foot portion of sidewalk. Maintenance in the districts may be done by contract or by forces employed by the city or by both, in a manner determined by the city council.

(Ord. 04-2 (part), 2004)

12.04.050 - ~~District designation authority~~ Creation and alteration of maintenance districts.

A resolution shall be adopted dividing the whole or any part of the city or town into maintenance districts, to be known and designated by number. The resolution shall plainly define the boundaries of the district or districts and describe the streets, alleys, and public places or any part thereof constituting the district or districts. The adoption of this section has no effect on any existing maintenance districts created previous to this amendment. When defined, maintenance districts may not be changed during the same calendar year but may be changed by resolution in any succeeding year. ~~Whenever the city council designates a portion of the city as a street maintenance district, the streets, avenues and alleys may be maintained and/or improved for such time and in such manner as the city council may direct under the supervision of the public works director.~~

(Ord. 04-2 (part), 2004)

12.04.051 - Improvements within maintenance districts-District Work and Improvement Plan.

A. The city may prepare and improve streets, avenues, and alleys within the maintenance districts so that the maintenance will be of a durable and continuing benefit. The city council shall provide, pursuant to this ordinance, a written plan that includes the method or methods of doing the work and improvements "District Work and Improvement Plan." For the purposes of this section, "improvements" includes but is not limited to the installation of traffic signs, new curb and gutter construction, and widening of existing streets.

B. The city is authorized to maintain the work and improvements made under this section.

C. At least 12 days must elapse between the day on which the proposed District Work and Improvement Plan is introduced and the day on which final action on such plan is taken.

12.04.052 - Notice of District Work and Improvement Plan for improvements.

The city clerk must give notice of the introduction of the proposed District Work and Improvement Plan and of the time it will be up for final adoption. The notice must be published as provided in MCA 7-1-4127

12.04.053 - Protest.

No further action shall be taken upon the proposed district for 1 year if a written protest against passage of the proposed District Work and Improvement Plan is filed by:

A. owners of property within the proposed maintenance district having a taxable valuation, when aggregated, representing not less than 50% of the total taxable valuation of property within the district;

B. not less than 50% of the owners of property within the district; or

C. owners of property within the proposed maintenance district having projected assessments, when aggregated, representing not less than 50% of the total projected assessments for property within the district.

12.04.054 - Choice in manner of making assessments.

The assessments for the costs and expenses of maintaining streets, alleys, and public places shall be made against all of the property embraced within each maintenance district by one of the methods provided in MCA 7-12-4422.

12.04.055 through 12.04.059 Reserved.

~~12.04.070-060 - Cost Assessment Levy Resolution.~~ Resolution for assessment of costs for maintenance of existing districts. —

~~Not later than the second Monday in August of each year the public works director shall estimate the annual maintenance and/or improvement cost and the city council shall pass and finally adopt a resolution levying and assessing all the property within the street maintenance district with an amount equal to not less than seventy five percent of the entire cost of the work.~~

A. With the consultation and advice of the Public Works Director, the city council shall estimate, as near as practicable, the cost of maintenance in each established district annually, not later than the second Monday in August. The council shall pass and finally adopt a resolution specifying the district assessment option and levying and assessing all the property within the several districts with an amount equal to not less than 75% of the entire cost of said work.

B. The resolution levying the assessment to defray the cost of maintenance shall contain or refer to a list in which shall be described the lot or parcel of land assessed, with the name of the owner thereof if known, and the amount levied thereon set opposite.

C. Such resolution shall be kept on file in the office of the city clerk.
(Ord. 04-2 (part), 2004)

12.04.061 - Notice of resolution for assessment.

A. A notice, signed by the city clerk, stating that the resolution levying a special assessment or changing the method of assessment to defray the cost of maintenance in the district or districts is on file in the city clerk's office and subject to inspection, must be published as provided in MCA 7-1-4127.

B. The notice must state the time and place at which objections to the final adoption of the resolution will be heard by the council and must contain a statement setting out the method of assessment being proposed for adoption or the change in the method of assessment that is being proposed for adoption. The time for the hearing must be at least 5 days after the final publication of the notice.

12.04.062 - Hearing on resolution for assessment of costs.

A. At the time so set, the council shall meet and hear all objections which may be made to such assessment or any part thereof and may adjourn from time to time for that purpose and may by resolution modify such assessment in whole or in part.

B. A copy of the resolution, certified by the city clerk, must be delivered to the financial officer, and the assessments shall be placed upon the tax roll and collected in the same manner as other taxes.

12.04.063 - Assessment of costs of improvements and maintenance of improvements.

The city is authorized to assess the cost of the work, improvements, and maintenance authorized by 7-12-4405 against the property in maintenance districts in the manner and as provided in 7-12-4421 and 7-12-4422 to meet the payments required to be made each year.

12.04.060-064 - Cost — Assessment of costs.

~~The cost assessed for maintaining and/or improving streets, avenues and alleys shall be charged to the property bordering on the streets and avenues so maintained by one or a combination of the following methods: each lot or parcel of land bearing its share of the cost according to the part of the whole cost which its area bears to the area of the entire district; or, by that part of the whole cost which each lot or parcel's street frontage bears to the street frontage of the entire district; or, if the city council determines that the benefits derived from the maintenance by each lot or parcel are substantially equivalent, the cost may be assessed equally to each lot or parcel located within the district without regard to the assessable area of the lot or parcel; or, each lot or parcel of land, including the improvements thereon, may be assessed for that part of the cost of the district which its taxable valuation bears to the total taxable valuation of the property of the district. The assessment hereunder shall be certified by the city clerk-treasurer, to be extended on the tax roll in the same manner as other special assessments.~~

A. For the purposes of this section, "assessable area" means the portion of a lot or parcel of land that is benefited by the maintenance district. The assessable area may be less than but may not exceed the actual area of the lot or parcel.

B. The city council shall assess the percentage of the cost of maintenance established in MCA 7-12-4425 against the entire district as follows:

(1) each lot or parcel of land within the district may be assessed for that part of the cost that its assessable area bears to the assessable area of the entire district, exclusive of streets, avenues, alleys, and public places;

(2) each lot or parcel of land within the district abutting upon a street upon which maintenance is done may be assessed for that part of the cost that its street frontage bears to the street frontage of the entire district;

(3) if the city council determines that the benefits derived from the maintenance by each lot or parcel are substantially equivalent, the cost may be assessed equally to each lot or parcel located within the district without regard to the assessable area of the lot or parcel;

(4) each lot or parcel of land, including the improvements on the lot or parcel, may be assessed for that part of the cost of the district that its taxable valuation bears to the total taxable valuation of the property of the district;

(5) each lot or parcel of land within the district may be assessed for that part of the cost that the reasonably estimated vehicle trips generated for a lot or parcel of its size in its zoning classification bear to the reasonably estimated vehicle trips generated for all lots in the district based on their size and zoning classification;

(6) any other assessment method provided in MCA 7-11-1024 may be used; or

(7) any combination of the assessment options provided in subsections B(1) through B(7) may be used for the district as a whole or for any lot or parcel within the district.

(Ord. 04-2 (part), 2004)

12.04.065-12.04.069- Reserved.

12.04.070 - Financial assistance options.

A. The city is authorized to:

(1) enter into suitable agreements with the United States of America, the State of Montana, or a building and loan association, savings and loan association, bank, or credit union that is a regulated lender as defined in MCA 31-1-111 for loans of money and for receiving financial assistance to do the work and improvements contemplated by MCA 7-12-4405; and

(2) provide for the repayment of the loans by yearly payments from funds derived from districts created under this Chapter, apportioned over a period of time not exceeding 20 years.

12.04.080 - Water user entities exempt from special assessments.

Rights-of-way, ditches, flumes, pipelines, dams, water rights, reservoirs, equipment, machinery, motor vehicles, and other personal property owned by a nonprofit water company, water users' association, irrigation company, canal company, ditch company, reservoir company, or similar nonprofit water user entity are exempt from every special assessment imposed by any improvement or maintenance district created under this Chapter.

This Ordinance shall become effective thirty (30) days after final passage by the City Council and approved by the Mayor.

Introduced and passed on first reading at a regular meeting of the City Council on _____, 2020, by Council Member _____.

PASSED and ADOPTED by the Laurel City Council on second reading this ___ day of _____, 2020, upon motion of Council Member _____.

APPROVED BY THE MAYOR this ___ day of _____, 2020.

CITY OF LAUREL

Thomas C. Nelson, Mayor

ATTEST:

Bethany Langve, Clerk-Treasurer

APPROVED AS TO FORM:

Sam Painter, Civil City Attorney

File Attachments for Item:

5. Discussion on Laurel Depot and Spruce Grove Project

7/21/2020

Laurel Depot Affordable Housing Development Information & Background

Development Team

Laurel Depot will be co-developed by Andrew Chanania, North Fork Development and Gene Leuwer of GL Development. Formerly an employee of the Montana Department of Commerce, Andrew founded his consulting and development firm in 2017 and works with a range of local governments, non-profits, and for-profit entities to address community development needs in Montana, Wyoming, and North Dakota. Gene Leuwer was the Executive Director of Rocky Mountain Development Council (the Human Resources Development Corporation for Broadwater, Jefferson and Lewis and Clark Counties) from 1974 to January 2013, until he decided to focus on affordable housing development state-wide. NeighborWorks Montana, a state-wide non-profit whose mission is to, “strengthen our communities by providing education and financing that gives every Montanan the opportunity to live in a home where they can thrive” will also partner with us to facilitate a critical piece of gap financing. The Development Team have/are working on a number of comparable developments, and resumes and relevant information about those developments are attached.

Here is a link to information about one project currently under construction in Helena, MT:

<https://www.rmdc.net/what-we-do/housing-services/red-alder-residences.html>

Funding

- Competitive 9% Housing Credits – awarded by the Montana Board of Housing (MBOH)
- Competitive Home Investment Partnerships program (HOME) grant – awarded by the Montana Department of Commerce
- Permanent Loan – issued by a private lender (TBD)
- Construction Loan – issued by a private lender (TBD)

Timeline

- 4/13/2020 Submitted 9% Housing Credit Letter of Intent
- 5/18/2020 Presented 9% Housing Credit projects for MBOH consideration
- 5/19/2020 MBOH invited 8 of the 14 9% Housing Credit projects to submit a full application
- 8/3/2020 Submit 9% Housing Credit application to MBOH
- 9/15/2020 Submit HOME application to MT. Dept. of Commerce
- 10/19/2020 9% Housing Credit award
- November 2020 HOME award
- Winter/Spring 2021 Finalize design; complete environmental review; complete due diligence tasks to finalize HOME contract and 9% Housing Credit equity; secure necessary permits and approvals
- Spring/Summer 2021 Start Construction
- Spring/Summer 2022 Complete Construction

Our Vision

Provide affordable, quality housing to residents with limited choices through excellently designed, safe housing commensurate with local needs and goals.

We understand the City of Laurel's Planning Department is in the middle of a major update to the City's Growth Management Policy, which includes a significant discussion of growth priority areas and overall goals for Laurel's future growth. Furthermore, we appreciate the fact that the areas to the west of Laurel city limits (including the property we are considering at 202 8th Ave) are a high priority for development due to their proximity to city services and established transportation corridors, and annexation and development of land in this area presents a viable option for growth. We are committed to working with the City to achieve development goals such as meeting City engineering and development standards, enabling future westward development through certain easements, and achieving the City's annexation goals.

As envisioned Laurel Depot, Laurel Depot will provide a new affordable housing resource for families by offering 1, 2, and 3-bedroom apartments with inviting grounds and green space as well as a play area for kids. If our budget allows, we intend to construct a community building complete with a community kitchen, meeting area, and restrooms. The chart on the following page shows the unit mix and rent limits we are considering at this time, but please note that this may change to some extent based on a final market study, construction costs, and the total amount of Housing Credit funding we decide to seek.

bedrooms	# of units	subsidy type	AMI set aside	util allow	max rent	charged rent
1	0	LIHTC	30%	\$65	\$431	\$366
1	1	LIHTC	40%	\$65	\$575	\$510
1	4	LIHTC	50%	\$65	\$718	\$653
1	1	LIHTC	60%	\$65	\$862	\$797
1	1	LIHTC	70%	\$65	\$1,006	\$797
1	1	LIHTC	80%	\$65	\$1,150	\$797
2	2	LIHTC	30%	\$88	\$517	\$429
2	2	LIHTC	40%	\$88	\$690	\$602
2	6	LIHTC	50%	\$88	\$862	\$774
2	1	LIHTC	60%	\$88	\$1,035	\$924
2	0	LIHTC	70%	\$88	\$1,297	\$924
2	1	LIHTC	80%	\$88	\$1,380	\$924
3	0	LIHTC	30%	\$110	\$597	\$487
3	0	LIHTC	40%	\$110	\$797	\$687
3	1	LIHTC	50%	\$110	\$996	\$886
3	1	LIHTC	60%	\$110	\$1,195	\$1,079
3	0	LIHTC	70%	\$110	\$1,394	\$1,079
3	2	LIHTC	80%	\$110	\$1,594	\$1,079

For reference, a chart showing a few data points illustrating income and household sizes for Yellowstone County follows:

Household Size	30% of AMI	50% of AMI	80% of AMI
1	\$16,110	\$26,850	\$42,960
2	\$18,390	\$30,650	\$49,040
3	\$20,700	\$34,500	\$55,200