



**Item**

Remove automatic waiver of building permit fees and replace with Council approved waivers.

**Responsible Staff Contact**

Clara Chaffin

**Recommendation**

Recommend approval of Ordinance 1026.

**Executive Summary**

Municipal code has allowed for the waiver of building permit fees to the City, County, State of Wyoming, and/or United States through Title 15. By waiving these fees, the City solely assumes the burden of the expense for permit review and inspections. All other applicants pay building permit fees which allows the cost to be distributed between the applicant and the City.

Staff recognizes there may be appropriate cases where building permit fees are waived, for example, Habitat for Humanity. In these cases, the revised ordinance would allow the non-profit to make a petition to City Council for waiver of the building permit fees.

**Background**

The City is not exempt from paying fees to the County, State, or United States.

**Alignment to Strategic Doing and/or Other Plans**

**Outcome :** N/A

**Strategy:** N/A

**KPI:** N/A

**2014 Master Plan :** N/A

**2015 Downtown Master Plan :** N/A

**Budget/Fiscal Impact**

Fund/Department	General Fund/Non-Departmental
Project/Line Item(s)	Publishing/Advertising
Budgeted Amount	\$35,000.00
Anticipated Amount \$	100.00

**Action Requested /Recommended Motion**

Recommend approval of Ordinance 1026 on second reading.



CITY OF **DOUGLAS** WYOMING  
HOME OF THE JACKALOPE.

## Agenda Item Report City Council - July 24, 2023

### Reviewed/Approved

- Community Development
- Law Enforcement
- City Administrator
- City Clerk

- Public Works
- Legal
- Finance