

# **RESOLUTIONS OF THE CITY OF HELENA, MONTANA**

## **RESOLUTION NO. 20305**

### **A RESOLUTION AMENDING RESOLUTION NO. 20003 TO ELIMINATE REDUNDANT AND INCONSISTENT FEES RELATED TO THE TAPPING OF WATER MAINS AND PRODUCTION OF COPIES OF ACCIDENT REPORTS**

**WHEREAS**, the City Commission passed Resolution No. 20003 on June 10, 2013, which re-established various fees previously charged by the City of Helena; and

**WHEREAS**, Resolution No. 20003 included fees previously set by ordinance that are also covered in other resolutions; and

**WHEREAS**, fees for the tapping of water mains are imposed by an annual resolution imposing water system charges; and

**WHEREAS**, fees for the production of copies of accident reports are imposed by Resolution No. 20244; and

**WHEREAS**, it appears to be in the best interests of the City of Helena, Montana, and the inhabitants thereof, that Resolution No. 20003 be amended to eliminate redundant and inconsistent fees imposed for the tapping of water mains and the production of copies of accident reports; and

**WHEREAS**, a public hearing was held on this matter on the **12<sup>th</sup> day of September, 2016**, in the City Commission Chambers in the City-County Building at 316 North Park Avenue in Helena, Montana.

# RESOLUTIONS OF THE CITY OF HELENA, MONTANA

**Resol. No. 20305**

BE IT RESOLVED BY THE COMMISSION OF THE CITY OF HELENA,  
MONTANA:

**Section 1.** Resolution No. 20003 is hereby amended to remove fees for the tapping of water mains and the production of copies of accident reports that are already imposed by other resolutions.

**Section 2.** Appendix "A" of Resolution No. 20003 is hereby amended as shown and attached hereto.

PASSED AND EFFECTIVE BY THE COMMISSION OF THE CITY OF  
HELENA, MONTANA, THIS 12<sup>th</sup> DAY OF SEPTEMBER, 2016.

/S/ JAMES E. SMTH  
MAYOR

ATTEST:

/S/ DEBBIE HAVENS  
CLERK OF THE COMMISSION

**FEE SETTING RESOLUTION**  
**Appendix A**  
**Establishing Fees and Charges Previously Set by Ordinance**

City Code References	Dept. Ref.	Fee
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**Department References:**

Administrative Services	ASD
City Attorney	Atty
Community Development	CD
Community Facilities	CF
Municipal Court	court
Fire	Fire
Park & Recreation	P&R
Police	Pol
Public Works	PW
Engineering	Eng
Helena Parking Commission	HPC

**Title 1 General Provisions**

Chapter 1-5	Taxation and Revenue					
	Special Assessment Split Application	1-5-10 (C)	Eng	\$	50.00	base fee
	Over 5 parcels in proposed split	1-5-10 (C)	Eng	\$	5.00	additional per parcel over 5

**Title 2 Boards, Departments and Officers**

Chapter 2-8	Municipal Court					
	Posting Bond	2-8-6 (A)	court	\$	5.00	in addition to the regular bond
	Court Fee	2-8-6 (B)	court	\$	20.00	in addition to regular fine and surcharges
	Civil Cases	2-8-7				
	Complaint Filing	2-8-7 (A)	court			as provided by law City Code Section Deleted
	Defendant Appearance	2-8-7 (B)	court			as provided by law City Code Section Deleted
	Prevailing Party	2-8-7 (C)	court			as provided by law City Code Section Deleted
	Judgment by Confession Services	2-8-7 (D)	court			as provided by law City Code Section Deleted
	Filing Notice of Appeal and Transcript	2-8-7 (E)	court			as provided by law City Code Section Deleted
	Additional Surcharges	2-8-7 (F)	court			as provided by law City Code Section Deleted

**Title 3 Building Regulations**

Chapter 3-6	Moving of Buildings					
	Moving of Buildings Application	3-6-2	CD	\$	25.00	
Chapter 3-14	Flood Plain Regulations					
	Flood Plain Permit Application	3-14-4-5	CD	\$	25.00	

**Title 4 Business Regulations**

Chapter 4-1	General Licenses					
	Billiard, Pool or Bagatelle	4-1-9	ASD			<i>no license required for exclusive family use</i>
	Billiard, Pool or Bagatelle License	4-1-9 (A)	ASD	\$	50.00	per year
	Auctioneer 72 hour License	4-1-9 (B)	ASD	\$	15.00	
	Auctioneer Annual License	4-1-9 (B)	ASD	\$	45.00	
	Denial of Business License Minimum	4-1-16-10	ASD	\$	20.00	or the license fee, whichever is less
	License Late Renewal Penalty	4-1-16-16	ASD			<i>equal to the fee in City Code 4-1-16-10</i>
	Additional License Late Renewal Penalty	4-1-16-16	ASD		2.00%	of the license fee per month
	Home Occupation	4-1-16-20	ASD	\$	10.00	
	Business License 1 - 4 FTEs	4-1-16-20	ASD	\$	25.00	Annually
	Business License 5 - 10 FTEs	4-1-16-20	ASD	\$	50.00	Annually
	Business License 11 - 20 FTEs	4-1-16-20	ASD	\$	100.00	Annually
	Business License 21 - 40 FTEs	4-1-16-20	ASD	\$	200.00	Annually
	Business License 41 or more FTEs	4-1-16-20	ASD	\$	400.00	Annually

**FEE SETTING RESOLUTION**  
**Appendix A**  
**Establishing Fees and Charges Previously Set by Ordinance**

		City Code References	Dept. Ref.	Fee		
Chapter 4-2	Liquor, Beer and Wine Regulations					
	All Beverage License	4-2-2	ASD	5/8	of the State All Beverage License fee	
	Beer or Beer & Wine License	4-2-2	ASD	100%	of the State Beer or Beer & Wine License	
	Brewer License - less than 60,000 barrels/year	4-2-2	ASD	\$ 200.00		
	License Transfer Fee	4-2-2	ASD	\$ 10.00		
	Temporary Permit - Alcoholic Beverage	4-2-13	ASD	5/8	of the corresponding State All Beverage License fee	
	Special Beer and Table Wine Permit	4-2-14 (B)	ASD	100%	of the State Beer or Beer & Table Wine License fee	
Chapter 4-3	Pawnbrokers, Junk Dealers and Secondhand Dealers					
	Pawnbrokers Application Fee	4-3-2(A)	ASD	\$ 100.00	initial application fee	Before July 1
	Pawnbrokers Application Fee	4-3-2(A)	ASD	\$ 50.00	initial application fee	After July 1
	Pawnbrokers Annual License	4-3-2(A)	ASD	\$ 100.00	per year	
	Secondhand and Junk Dealer Application Fee	4-3-2(B)	ASD	\$ 75.00	initial application fee	
	Secondhand and Junk Dealer Annual License	4-3-2(B)	ASD	\$ 75.00	per year	
Chapter 4-4	Peddlers and Solicitors					
	Peddler License - Immediate Delivery	4-4-3(A)	ASD	\$ 25.00	per two (2) week period	
	Peddler License - Delayed Delivery	4-4-3(B)	ASD	\$ 50.00	per two (2) week period	
Chapter 4-5	Sound Trucks and Amplifiers					
	Noncommercial Use of Sound Trucks Registration	4-5-2	ASD	\$ 15.00		
Chapter 4-6	Commercial Parking Lots					
	Commercial Parking Lot Quarterly License	4-6-3	ASD	\$ 0.50	per parking stall or space per month	
Chapter 4-9	Business Sales					
	Going Out of Business Sale License	4-9-4 (B)	ASD	\$ 10.00	Application Fee	
	Going Out of Business Sale License Renewal	4-9-4 (B)	ASD	\$ -	for each renewal	
	Relocation of Business Sale License	4-9-4 (B)	ASD	\$ 10.00	Application Fee	
	Relocation of Business Sale License Renewal	4-9-4 (B)	ASD	\$ -	for each renewal	
	Fire and Other Altered Stock Sale License	4-9-4 (B)	ASD	\$ 10.00	Application Fee	
	Fire and Other Altered Stock Sale License Renewal	4-9-4 (B)	ASD	\$ -	for each renewal	
Chapter 4-10	Coin Operated Amusements					
	Coin Operated Amusement Game or Machine License	4-10-2	ASD	\$ 50.00	per machine	
<b>Title 5 Police Regulations</b>						
Chapter 5-2	Animal Control					
	Dog License - Male Altered to be Infertile	5-2-3 (A)	ASD	\$ 15.00	each per year	
	Dog License - Spayed Female over the age of 6 months	5-2-3 (A)	ASD	\$ 15.00	each per year	
	Dog License - Unspayed Female over the age of 6 months	5-2-3 (A)	ASD	\$ 25.00	each per year	
	Dog License - Male Not Altered to be Infertile	5-2-3 (A)	ASD	\$ 25.00	each per year	
	Kennel License	5-2-6	ASD	\$ 50.00	per year or any part thereof	
	Dog or Kennel License Late Fee (after March 1st)	5-2-3 (A)	ASD	\$ 1.00		
	Duplicate Dog Tag Fee	5-2-3 (B)	ASD	\$ 0.25		
	Animal Impoundment Fee	5-2-20	ASD	\$ 25.00		
	Animal Shelter Daily Fee				determined by the L&C County Humane Society	
	Animal License Transfer Fee	5-2-32	ASD	\$ 1.00		
	Dangerous Dog Registration Fee	5-2-34 (B4)	ASD	\$ 25.00	each	
Chapter 5-3	Animals					
	Animal Running at Large Impoundment Fee	5-3-2	Pol	\$ 5.00	per animal	
	Animal Running at Large Impoundment Sustainance Fee	5-3-2	Pol	\$ 2.50	per animal for each 24 hours kept	
	Animal Running at Large Subsequent Offense Fee	5-3-2	Pol	\$ 5.00	additional per animal per subsequent offence	
	Apiary License	5-3-7 (B)	ASD	\$ 15.00		

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City Code References	Dept. Ref.	Fee
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Chapter 5-11	Alarm Monitoring Services					
	Alarm Monitoring Service Permit Application Fee	5-11-7 (F.)	ASD	\$	50.00	nonrefundable
	Alarm Monitoring Service Permit Renewal Fee	5-11-7 (F.)	ASD	\$	50.00	
	Alarm Monitoring Service Fee - Private Residence	5-11-7 (F.)	ASD	\$	70.00	per year
	Alarm Monitoring Service Fee - Other than Private Residence	5-11-7 (F.)	ASD	\$	100.00	per year
	False Alarm Service 1	5-11-20	ASD	\$	-	1st False Alarm per year
	False Alarm Service 2		ASD	\$	20.00	2nd False Alarm per year
	False Alarm Service 3		ASD	\$	30.00	3rd False Alarm per year
	False Alarm Service 4		ASD	\$	40.00	4th False Alarm per year
	False Alarm Service 5 and all subsequent		ASD	\$	50.00	5th and all subsequent False Alarms per year

Chapter 5-12	Covered Load Regulations					
	Uncovered Solid Waste Load Charge	5-12-5	PW	\$	10.00	per load

**Title 6 Public Utilities**

Chapter 6-2	Water Regulations									
	Sewer Mains - Tapping Fee	6-2-4 (A)	PW	\$	10.00					
	<del>Water Mains - Tapping Fee - 3/4 &amp; 1 inch</del>	<del>6-2-4 (B)</del>	<del>PW</del>	<del>\$</del>	<del>75.00</del>					
	<del>Water Mains - Tapping Fee - 1 1/2 &amp; 2 inch</del>	<del>6-2-4 (B)</del>	<del>PW</del>	<del>\$</del>	<del>90.00</del>					
	<del>Water Mains - Tapping Fee - 4 thru 8 inch</del>	<del>6-2-4 (B)</del>	<del>PW</del>	<del>\$</del>	<del>190.00</del>					
	<del>Water Mains - Tapping Fee - 10 inch and up</del>	<del>6-2-4 (B)</del>	<del>PW</del>	<del>\$</del>	<del>240.00</del>					
	Water System Development Fee (SDF)					<table border="1"> <thead> <tr> <th>capacity units</th> <th>charge /unit</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> </tr> </tbody> </table>	capacity units	charge /unit		
capacity units	charge /unit									
	SDF 3/4 inch or smaller water meter	6-2-9 (A)	PW	\$	483.75	1.50 \$ 322.50				
	SDF 1 inch water meter	6-2-9 (A)	PW	\$	806.25	2.50 \$ 322.50				
	SDF 1 1/2 inch water meter	6-2-9 (A)	PW	\$	1,612.50	5.00 \$ 322.50				
	SDF 2 inch water meter	6-2-9 (A)	PW	\$	2,580.00	8.00 \$ 322.50				
	SDF 3 inch water meter	6-2-9 (A)	PW	\$	4,837.50	15.00 \$ 322.50				
	SDF 4 inch water meter	6-2-9 (A)	PW	\$	8,062.50	25.00 \$ 322.50				
	SDF 6 inch water meter	6-2-9 (A)	PW	\$	16,125.00	50.00 \$ 322.50				
	SDF 8 inch water meter	6-2-9 (A)	PW	\$	29,025.00	90.00 \$ 322.50				

Chapter 6-3	Wastewater Regulations									
	Wastewater System Development Fee (SDF)					<table border="1"> <thead> <tr> <th>capacity units</th> <th>charge /unit</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> </tr> </tbody> </table>	capacity units	charge /unit		
capacity units	charge /unit									
	SDF 3/4 inch or smaller water meter	6-3-7 (A)	PW	\$	750.00	1.00 \$ 750.00				
	SDF 1 inch water meter	6-3-7 (A)	PW	\$	1,252.50	1.67 \$ 750.00				
	SDF 1 1/2 inch water meter	6-3-7 (A)	PW	\$	2,497.50	3.33 \$ 750.00				
	SDF 2 inch water meter	6-3-7 (A)	PW	\$	3,997.50	5.33 \$ 750.00				
	SDF 3 inch water meter	6-3-7 (A)	PW	\$	8,002.50	10.67 \$ 750.00				
	SDF 4 inch water meter	6-3-7 (A)	PW	\$	12,502.50	16.67 \$ 750.00				
	SDF 6 inch water meter	6-3-7 (A)	PW	\$	24,997.50	33.33 \$ 750.00				
	SDF 8 inch water meter	6-3-7 (A)	PW	\$	39,997.50	53.33 \$ 750.00				

**Title 7 Public Ways and Property**

Chapter 7-1	Streets					
	Street Closure or Vacation Application Fee	7-1-7	PW	\$	250.00	
Chapter 7-2	Excavations					
	Street & Alley Opening Permit	7-2-5 (A)	PW	\$	40.00	
	Street & Alley Opening Inspection Fee	7-2-5 (B)	PW	\$	30.00	
Chapter 7-5	Construction of Curb Cuts and Driveways					
	Alley and/or Drive Approach Inspection Testing	7-5-5	PW	\$	30.00	for up to Two (2)
	Alley and/or Drive Approach Inspection Testing	7-5-5	PW	\$	15.00	per extra approach
Chapter 7-13	Use of Public Rights of Way					
	Exclusive Right of Way Use Permit - Minimum	7-13-5 (B.8)	PW	\$	50.00	per year

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**Title 8     Traffic Regulations**

~~Chapter 8-7     Accidents and Accident Reports  
Accident Report Copy~~

~~8-7-111     Pol     \$ ~~5.00~~ per report copy~~

Chapter 8-8     Traffic Regulations

Bicycle License

8-8-601     ASD     \$     1.00

Bicycle License Transfer

ASD     \$     1.00

Chapter 8-14     Parking, Special Use Facilities and Permits

Loading or Unloading by Backing Permit

8-14-2 (A)     HPC     \$     5.00 per year

Commercial Loading Zone Permit

8-14-4 (A)     HPC     \$     5.00 per year

On Street Commercial Loading Zone Permit

8-14-5     HPC     \$     4.00 per foot per year

Bus and Taxicab Zone Permit

8-14-6     HPC     \$     60.00 per year per space

Privately Owned Parking Annual Enforcement Fee

8-14-11 (C)     HPC     \$     0.50 per parking stall per month

Chapter 8-21     Impoundment, Towing or Immobilization of Vehicles

Vehicle Storage on City Property Charge

8-21-1 (A)     Pol     \$     15.00 per day

Vehicle Impoundment Notice Charge

8-21-1 (B)     Pol     \$     5.00

Vehicle Immobilization

8-21-3 (B)     HPC     \$     50.00