



Roll Call Number

Agenda Item Number

45

Date August 3, 2026

**RESOLUTION APPROVING AMENDMENTS TO THE SCHEDULE OF FEES
REGARDING CHAPTER 61 AS IT RELATES TO THE PROPERTY MAINTENANCE
CODE AND VACANT PROPERTY REGISTRY**

WHEREAS, by Roll Call Number 24-1744 passed December 23, 2024, the City Council approved a repeal and replace of Chapter 61 of the City Code, this repeal and replace included the establishment of enforcement fees and registration fees with references to the Schedule of Fees where such amounts are to be defined; and

WHEREAS, the purpose of the proposed amendment to the Schedule of Fees is to reflect the changes to the organization of Chapter 61 and the new section numbers assigned to the various provisions that reference the Schedule of Fees and to adequately define the enforcement and registration fees referenced in Chapter 61; and

WHEREAS, amendments to the Schedule of Fees amending the fees relating to Chapter 61, respectively, have been prepared for Council consideration in form attached hereto and are recommended for adoption.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Des Moines, Iowa, that the adopted Schedule of Fees for the City of Des Moines is hereby amended by amendment of the fees imposed pursuant to Chapter 61 of the City Code to be as set forth in the accompanying schedule, effective September 1, 2026.

BE IT FURTHER RESOLVED that the City Clerk is hereby authorized and directed to incorporate said amendment into the Schedule of Fees, and to maintain said amended Schedule of Fees on file in the offices of the City Clerk for public reference.

(Council Communication No. 26-260)

Moved by _____ to approve. Second by _____.

FORM APPROVED:

/s/ Chas M. Cahill
Chas M. Cahill
Assistant City Attorney



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COUNCIL ACTION	YEAS	NAYS	PASS	ABSENT
BOESEN				
SIMONSON				
VOSS				
BARRON				
WESTERGAARD				
MANDELBAUM				
GATTO				
TOTAL				

MOTION CARRIED

APPROVED

Mayor

CERTIFICATE

I, LAURA BAUMGARTNER, City Clerk of said City hereby certify that at a meeting of the City Council of said City of Des Moines, held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal the day and year first above written.

City Clerk

DEPARTMENT	CATEGORY	SUB-CATEGORY	CODE	DESCRIPTION	FEES	LATE FEES	ADMIN FEES	EFFECT DATE	ROLL CALL	RC DATE
NEIGHBORHOOD SERVICES	Neighborhood Inspection Rental Code	Appeals	60-42(f)	Appeal of amount due for fees, fines, penalties and costs (subject to potential refund)	\$31.00			08/26/16	16-1423	08/22/16
<u>NEIGHBORHOOD SERVICES</u>	<u>Property Maintenance Code</u>	<u>Code Enforcement Program</u>	<u>61-15</u>	<u>Renovation Agreement Fee</u>	<u>\$75.00</u>					
<u>NEIGHBORHOOD SERVICES</u>	<u>Property Maintenance Code</u>	<u>Vacant Property Registration</u>	<u>61-67(4)(d)</u>	<u>Transfer Fee of Vacant Property License</u>	<u>\$27.00</u>					
<u>NEIGHBORHOOD SERVICES</u>	<u>Property Maintenance Code</u>	<u>Inspection and Reinspection Fees</u>	<u>61-67(7)</u>	<u>Research Fee; vacant property license application; per request for additional information</u>	<u>\$27.00</u>					
<u>NEIGHBORHOOD SERVICES</u>	<u>Property Maintenance Code</u>	<u>Inspection and Reinspection Fees</u>	<u>61-68(2)</u>	<u>Dwelling units, accessory structures, and premises: Single Family and Two-family (Duplex); initial</u>	<u>\$100.00</u>					
<u>NEIGHBORHOOD SERVICES</u>	<u>Property Maintenance Code</u>	<u>Inspection and Reinspection Fees</u>	<u>61-68(2)</u>	<u>Dwelling units, accessory structures, and premises: Single Family and Two-family (Duplex); renewal</u>	<u>\$100.00</u>					
<u>NEIGHBORHOOD SERVICES</u>	<u>Property Maintenance Code</u>	<u>Inspection and Reinspection Fees</u>	<u>61-68(2)</u>	<u>Commercial and Larger Dwelling units (3 or more dwelling units) structures; including any accessory structures and premises; initial</u>	<u>\$150.00</u>					
<u>NEIGHBORHOOD SERVICES</u>	<u>Property Maintenance Code</u>	<u>Inspection and Reinspection Fees</u>	<u>61-68(2)</u>	<u>Commercial and Larger Dwelling units (3 or more dwelling units) structures; including any accessory structures and premises; renewal</u>	<u>\$150.00</u>					
<u>NEIGHBORHOOD SERVICES</u>	<u>Property Maintenance Code</u>	<u>Inspection and Reinspection Fees</u>	<u>61-68(2)</u>	<u>Reinspection Fee; applies to all Dwelling units, Commercial structures, premises, and accessory structures</u>	<u>\$50.00</u>					
<u>NEIGHBORHOOD SERVICES</u>	<u>Property Maintenance Code</u>	<u>Vacant Property Registration</u>	<u>61-68(2)</u>	<u>Inspections of structures under legal enforcement; per inspection</u>	<u>\$75.00</u>					
HUMAN RIGHTS	Human Rights Commission	Fair Housing Training Fees	62-43	Training fee for fair housing for non-residents.	\$25.00 per hour			09/23/14	14-1503	09/22/14
CITY CLERK		Offences Against Property	70-279	Graffiti	\$50.00	\$0.00	\$25.00	12/18/02	02-3007	

Foot notes:

1. Exemption: The license fee identified above shall apply only to the initial license for any flower pot or planter without signage. No license fee shall be charged for the renewal of a license for any flower pot or planter, if no signage is placed on the pot or planter.
2. Exemption: The license fee identified above shall apply only to the initial license for any awning, canopy or marquee. No license fee shall be charged for the renewal of a license for any awning, canopy or marquee.
3. Fee established by state law and can only be changed by state law
4. **NOTE REGARDING CALCULATION OF INSPECTION COST COMPONENT:** Pursuant to 23-56.01 (e) of the City Code, the base inspection cost component for excavation and obstruction permits is hereinabove expressed as a per square foot fee for the area to be excavated or obstructed, or impacted by excavation or obstruction. The fees for follow-up inspections, conducted after a permittee is informed of a violation of a specification or regulation in order to obtain compliance therewith, shall be at the hourly rate of \$50.00, which is based on the salary, benefit, and overhead costs to the city of the inspectors providing follow-up inspection services. Follow-up inspection services shall be charged to permittees on the basis of the number of hours of inspector time spent providing follow-up inspection services with respect to work performed in connection with each permit, multiplied by the applicable hourly rates on the schedule. The city engineer may waive the follow-up inspection fee on the initial follow-up inspection in the event a dispute over the occurrence of a violation is resolved in favor of the permittee, or for other good cause shown.
5. **NOTE REGARDING CALCULATION OF GIS COST COMPONENT:** The GIS cost component will only be applied to permits involving the placement of new equipment, the relocation of existing equipment, or a change of use or ownership of equipment requiring entry of data or notation into the GIS system. GIS mapping fee doesn't apply to service connections nor when user provides maps in acceptable GIS format.
6. **NOTE REGARDING PERMIT EXTENSIONS:** All excavation and / or obstruction work shall be completed within three (3) consecutive work days, or any other extension period granted in the permit, from the start of work. Permit extension is required if work is not completed within the permitted period. Permit extension fee to include the city cost component and the disruptive cost component for each additional three (3) workday extension and to be calculated as shown above. If the permit is issued with additional extension, the disruptive cost component will be charged for each five (5) day extension.
7. Foundation prices are total square inches multiplied by the square inch price equals the fee. Example: 28" x 18" foundation is 504 square inches multiplied by .63 cents per square inch, for a total of \$317.62
8. Exemption: The license fee identified above shall apply only to the initial license for any flower pot or planter without signage. No license fee shall be charged for the renewal of a license for any flower pot or planter, if no signage on the pot or planter.
9. Exemption: The license fee identified above shall apply only to the initial license for any awning, canopy or marquee. No license fee shall be charged for the renewal of a license for any awning, canopy or marquee.
10. Note: The sign area includes the area between letters and figures.
11. No fee shall be required for any sound equipment permit issued to the city, the state, or the federal government or a governmental subdivision or agency.
12. In addition to the fees, the owner shall pay the notification costs for property owners (such notification fee to be a minimum of \$3.00 per address notified), publication costs and recording costs as established by the Development Services department.
13. In addition to such fee the applicant shall pay the estimated notification costs as determined by the Development Services Department. Such notification fee shall be a minimum of \$3.00 per address notified.
14. In addition to such fee the applicant shall pay the estimated notification to property owners as established by the Development Services department. Such notification fee shall be a minimum of \$3.00 per address notified.
15. New Application – if the applicant **does not** currently hold a license or **has not** held a license within the previous 12 months
16. New Application – if the applicant **currently holds** a license or **has held** a license within the previous 12 months
17. Renewal – license that is currently in effect
18. Permanent or temporary transfer of license from one premise to another (not required if transfer is within 60 days prior to renewal date of an existing license)
19. If the term commences after July 1st of the first year, then the fee per square foot of licensed area for the remainder of the term of 3 calendar years shall be: \$3.75 (\$0.75 for the 1st year and \$1.50 per year for the 2nd and 3rd years) If the licensee is forced to vacate the adjoining business by no fault of its own prior to the expiration of the 2nd calendar year of the term, the City Manager or designee may, upon written request of such licensee, refund such portion of the fee for each unused full calendar year (\$1.50 sf) or unused full ½ calendar year (\$0.75 sf). Effective date: 06/13/2011.
20. If the term commences after July 1st of the first year, then the rental per square foot of leased area for the remainder of the term of 3 calendar years shall be: \$3.75 (\$0.75 for the 1st year and \$1.50 per year for the 2nd and 3rd years). If the lessee is forced to vacate the adjoining business by no fault of its own prior to the expiration of the 2nd calendar year of the term, the City Manager or designee may, upon written request of such licensee, refund such portion of the rental for each unused full calendar year (\$1.50 sf) or unused full ½ calendar year (\$0.75 sf). Effective date: 06/13/2011.

- 21. Note: 20% of the gross price for the sale of internment spaces and ashes scattering are deposited in the respective cemetery perpetual care maintenance fund accounts. PCM amounts are calculated then rounded up to the nearest \$5.00 for each burial space, lot or plot, vault, crypt, columbarium, ashes scattering, and ashes placed in cement sold then indicated as such on our deposit. The examination fee required by Iowa Code Sec. 523I.80.8 to be submitted with the cemeteries’ annual report shall not be included in the gross selling price.
- 22. *Late charge:* A late charge fee shall be levied against any funeral home or monument company this is delinquent in payment. Such fee shall be one percent after 30 days and 1.5 percent after 60 days.
- 23. The Glendale Lakeview Columbarium and Laurel Hill Block N packages include: the niche, the opening/closing fee, and the 1st and 2nd engravings. If a space was purchased prior to the package price effective date, opening/closing and engraving fees are separate.
- 24. Basic Life Support (BLS) Emergency is an immediate emergency response in which the Fire Department begins as quickly as possible to take the steps necessary to respond to the call. Basic Life Support (BLS) includes the provision of medically necessary supplies and services and BLS ambulance transportation as defined by the State of Iowa where the Fire Department provides the transport.
- 25. Advanced Life Support, Level 1 (ALS1) includes the provision of medically necessary supplies and services and the provision of an ALS assessment or at least one ALS intervention.
- 26. An Advanced Life Support, Level 2 (ALS2) includes the provision of medically necessary supplies and services, involving: at least three separate administrations of one or more medications by intravenous push/bolus or by continuous infusion (excluding crystalloid fluids), or at least one of these ALS2 procedures: manual defibrillation/cardioversion, endotracheal intubation, central venous line, cardiac pacing, chest decompression, surgical airway or intraosseous line.
- 27. No fee charged for initial benchmarking report submitted. No fee shall be charged for subsequent report submittals unless a submittal is filed more than 30 days after applicable due date.

Fee has been deemed - **INACTIVE**