



BOARD OF ALDERMEN
Work Session Agenda
CITY OF PARKVILLE, MISSOURI
Tuesday, September 16, 2025 5:15 PM
City Hall Board Room

1. GENERAL AGENDA

- A. Review the 2024 International Family of Building Codes and next steps for adoption as designated building code (Community Development)

2. ADJOURN

CITY OF PARKVILLE

Policy Report

Date: September 10, 2025

Prepared By:

Stephen Lachky, Community Development Director

Reviewed By:

Alexa Barton, City Administrator

ISSUE:

Review the 2024 International Family of Building Codes and next steps for adoption as designated building code (Community Development)

BACKGROUND:

The International Building Code (IBC) is a model building code developed by the International Code Council (ICC) and has been adopted for use as a base code standard by most jurisdictions in the United States. ICC updates the IBC on a three-year schedule after extensive research, development and review by code enforcement officials, industry representatives and design professionals; and most jurisdictions update their building codes on a six-year schedule. The purpose of building codes are to protect public health, safety and general welfare as they relate to the construction and occupancy of buildings and structures. The building code becomes law of a particular jurisdictions when formally enacted by the appropriate governmental authority. The Building Official is responsible for adopting and enforcing the building code.

In August 2023, the ICC released the 2024 IBC, and the Community Development Department desires to update our current 2018 IBC to the 2024 IBC standards to provide a reasonable level of safety, public health and general welfare through prescriptive and performance-related guidelines.

ADOPTION SCHEDULE:

The City of Parkville follows the same schedule most jurisdictions do by updating our building codes every six years. On January 20, 2009, the City of Parkville adopted the 2006 International Family of Building Codes and designated appendices via Ordinance No. 2464. On January 6, 2015, the City adopted the 2012 International Family of Building Codes and designated appendices via Ordinance No. 2794. On January 7, 2020, the City adopted the 2018 International Family of Building Codes and designated appendices via Ordinance No. 3027. In conversations with area building officials, most jurisdictions are planning to update their building codes to the 2024 IBC in the last quarter (Q4) of 2025.

PROPOSED AMENDMENTS (BETWEEN 2018 and 2024 INTERNATIONAL CODES):

No Substantial Changes

- Building Code
- Residential Code
- Mechanical Code
- Plumbing Code
- Fuel Gas Code

- Fire Code
- International Swimming Pool and Spa Code
- ICC Accessible and Usable Building and Facilities

Substantial Changes

- Electrical Code

Our current adopted 2017 Electrical Code does not contain many of the updated 2023 standards as published by the National Fire Protection Association and approved by the American National Standards Institute.

Proposed for Adoption

- Energy Conservation Code

Staff recommends adopting the 2024 International Energy Conservation Code (IECC); however, we suggest adopting local amendments to the code per the recommendations of our Building Official, our on-call, third-party consultant Building Official, and the Home Builders Association of Greater Kansas City, to align our code standards with those standards to be adopted by Missouri jurisdictions* throughout the Kansas City region. It should be noted that Johnson County, Kan. and jurisdictions within Johnson County plan to adopt stricter standards of the 2024 IECC than Missouri jurisdictions.

*Note: This excludes the City of Kansas City, Mo. (KCMO) which adopted the 2021 IECC on July 1, 2023. KCMO plans to review their existing 2021 IECC standards sometime in 2026.

Updating Fees

Staff recommends updating our Schedule of Fees (see Attachment 2) — specifically permit fees to include fees for plumbing, electrical and mechanical services; conducting work without a permit; and updating our inspection and re-inspection fees. Most jurisdictions currently require a separate/additional permit fee for specialized plumbing, electrical, and mechanical contract work; thus, it's in the City's interest to adopt these fees too. Staff also recommends implementing fees associated with renewing temporary certificates of occupancy to encourage builders to complete buildings and structures in a timely manner.

Professional Licenses

Most municipalities throughout the Kansas City region require contractors to obtain professional licenses. Currently, the City of Parkville does not; therefore, staff recommends implementing similar contractor's master license requirements (i.e., annual fees). Licensing ensures that proper steps are requirements have been met to help protect consumers. A professional license also indicates that contractor has proper documentation and is qualified to do work in their field. Contractor licenses belong to the licensed individual, NOT a group or company. Typically, contractors need to complete 8 hours of continuing education units (CEUs) for their specific trade within the past 12 months, provide documentation of this completion, or pay an additional \$50 renewal fee per license classification in lieu of completing the CEU requirements. Staff recommend incorporating the following contractor's licenses (per year) into the City's Schedule of Fees (see Attachment 2).

Erosion & Sediment Control Standards

In conjunction with adopting the 2024 IBC, staff recommends amending Parkville Municipal Code, Chapter 520 Grading Standards and Regulations, to include the following erosion control provisions:

Erosion control will be inspected as part of all scheduled inspections with the building inspector. If an infraction is found with the silt fence and erosion control, the scheduled inspection will still take place, but an erosion control inspection report will be given to the permit holder stating that they have 48 hours to address the erosion control issue. Furthermore, the Public Works Department will be notified. City inspectors will do the erosion control reinspection 48 hours later, and City inspectors will give another 48 hours to comply after the reinspection if issues are still found. On the second reinspection, if the parcel is still in violation, the City inspectors will issue a "Stop Work" order.

PUBLIC INPUT AND FEEDBACK:

Throughout the year, Community Development Department staff have done considerable research on the 2024 IBC and have reached out to area builders, developers, and our on-call consultants for thoughts and feedback. This includes:

- Brian Mertz (PC Homes, LLC)
- Jim Ecton (Level Builders, LLC)
- Jeff Julian (Don Julian Builders, Inc.)
- Rhonda Holland (Integrity Homes, LLC)
- Mark Manville (Institute for Building Technology and Safety)
- Will Ruder (Home Builders Association of Greater Kansas City)
- George Schluter (Home Builders Association of Greater Kansas City)

Additionally, City staff have held informal discussions with area builders and developers regarding the 2024 IBC and proposed amendments. Staff has also reached out to the Metropolitan Energy Center to make them aware of our process for public input and timeline for adopting the 2024 IBC.

PUBLIC COMMENTS:

While we've received a lot of feedback so far, the ICC states that jurisdictions should require a minimum 90-day public comment period, where the proposed IBC and amendments are on display to be viewed publicly.

NEXT STEPS:

Following feedback from the Board of Aldermen and members of the public at tonight's work session, staff plans to present the 1st reading of an ordinance adopting the 2024 IBC at our upcoming October 7, 2025, regular meeting of the Board of Aldermen, officially beginning the 90-day public comment period. Staff will then take into consideration any feedback provided during this time and return to the Board of Aldermen at their January 6, 2026, regular meeting for the 2nd reading of the ordinance, formally adopting the 2024 IBC.

BUDGET IMPACT:

In addition to required codification and enforcement, there is an amendment to Parkville Municipal Code, Section 500.040 Fees. Currently fees for building permits are established according to the 2018 IBC. This action would update the building permit fees according to the 2024 IBC.

ALTERNATIVES:

1. Receive information regarding the 2024 IBC and next steps for adoption.
2. Provide feedback to staff regarding the 2024 IBC and next steps for adoption.
3. Have staff conduct additional research.
4. Postpone the item.

STAFF RECOMMENDATION:

Staff recommends the Board of Aldermen receive information regarding the 2024 IBC and provide feedback to staff regarding next steps for adoption.

ATTACHMENTS:

1. 2024 IBC Adoption Presentation
2. Proposed Changes to Schedule of Fees

A close-up photograph of two people's hands working on a desk. One hand is pointing at a set of architectural blueprints spread out on the surface. The other hand is holding a black pen, poised to write or mark the plans. In the background, a laptop is open, and the scene is lit with warm, golden light, suggesting an indoor office or meeting space.

2024 International Family of Building Codes (IBC)

Board of Aldermen Work Session
September 16, 2025

Background

- The International Building Code (IBC) is a model building code developed by the International Code Council (ICC) after extensive research.
- The purpose of the codes are to protect public health, safety and general welfare as they relate to the construction and occupancy of buildings and structures.

Adoption Schedule

- The City of Parkville updates out building codes on a six-year schedule (like most jurisdictions do).
- On January 7, 2020, the City adopted the *2018 International Family of Building Codes* via ordinance.
- Most jurisdictions around the Kansas City region plan to update their building codes to the 2024 IBC in Q4 2025.



Proposed IBC and local amendments

(changes between 2018 and
2024 International Codes)

No Substantial Changes

- Building Code
- Residential Code
- Mechanical Code
- Plumbing Code
- Fuel Gas Code
- Fire Code
- International Swimming Pool and Spa Code
- ICC Accessible and Usable Building and Facilities

Substantial Changes

- Electrical Code

Proposed for Adoption

- Energy Conservation Code



Updating Fees and Procedures

Updating Schedule of Fees

- **No Changes**
 - Standard building permit fees for residential and non-residential construction.
 - Conducting work without a permit.
- **New Fees**
 - Specialized contract work (plumbing, electrical, and mechanical).
 - Specialized contractor's master licenses
 - Inspections outside of normal business hours.
 - Re-inspections.
 - Temporary certificates of occupancy

Updating Procedures

- **Temporary Certificates of Occupancy**
 - Permit is good for a 90-day period.
 - Permit can be extended for another 60 days (additional \$150 fee).
 - One last 60-day extension is permitted (additional \$200 fee).
 - Possible eviction notice + Police Department enforcement if needed thereafter

Updating Procedures

- **Erosion & Sediment Control Standards**
 - Updating Chapter 520 – Grading Standards and Regulations.
 - Erosion control to be inspected as part of all scheduled inspections with the building inspector.
 - Any infractions require 48 hours to address the erosion control issue.
 - If not addressed after 48 hours, a “Stop Work” order will be initiated.

A warm-toned photograph showing two people at a table. One person's hand is pointing at a set of architectural blueprints spread out on the table. Another person's hand is holding a pen, ready to write on the plans. A laptop is open in the background, and a white hard hat is partially visible on the left. A semi-transparent green box is overlaid on the left side of the image, containing the title text.

Public Input and Next Steps

Public Input and Feedback

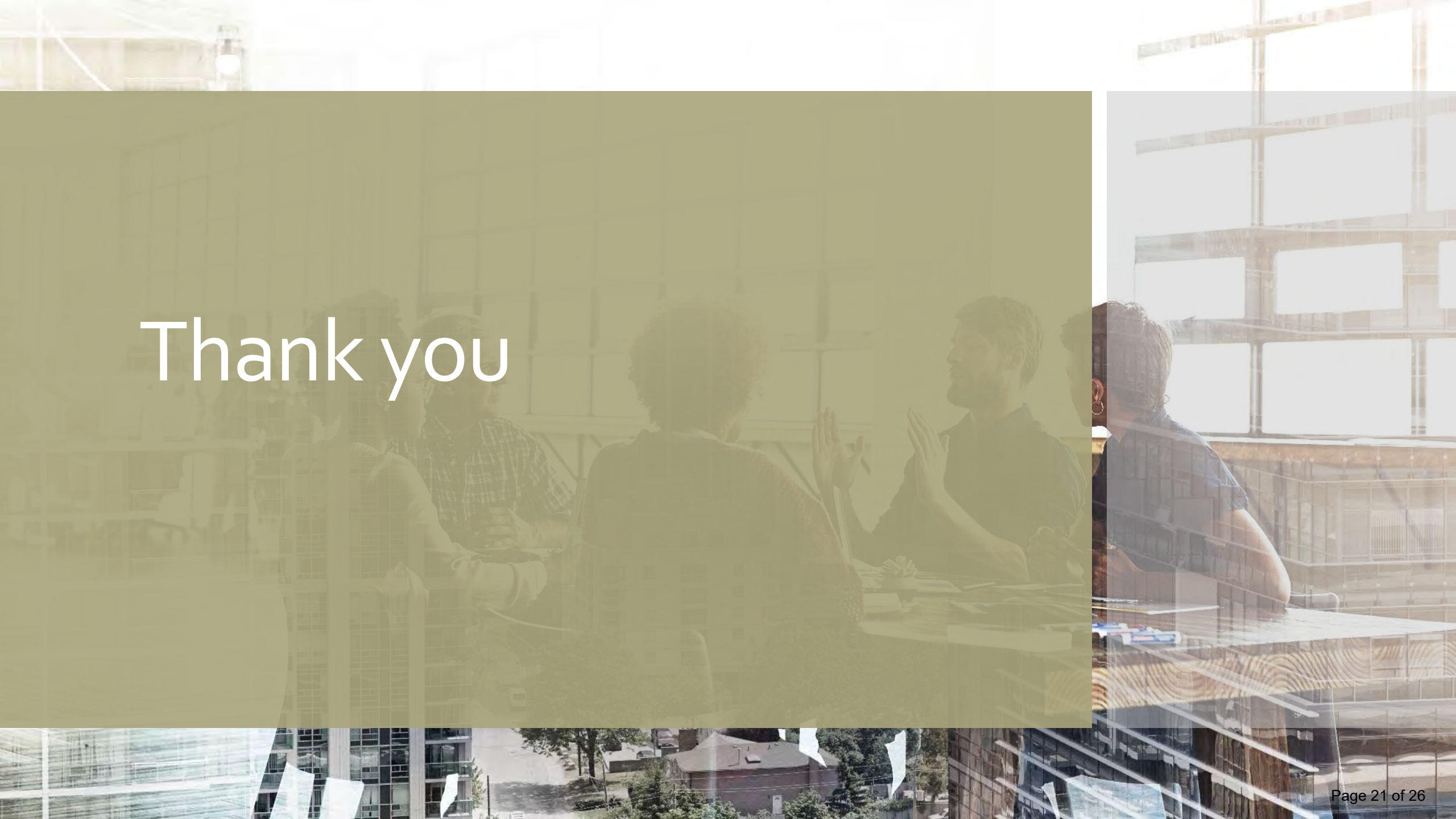
- City staff have reached out to area builders, developers, and our on-call consultants for feedback. This includes:
 - Brian Mertz (PC Homes, LLC)
 - Jim Ecton (Level Builders, LLC)
 - Jeff Julian (Don Julian Builders, Inc.)
 - Rhonda Holland (Integrity Homes, LLC)
 - Mark Manville (Institute for Building Technology and Safety)
 - Will Ruder (Home Builders Association of Greater Kansas City)
 - George Schluter (Home Builders Association of Greater Kansas City)
- Staff has also reached out to the Metropolitan Energy Center regarding our process for public input and timeline for adopting the 2024 IBC.

Public Comments

- The ICC states that jurisdictions should require a minimum 90-day public comments period, where the proposed IBC and amendments are displayed publicly.

Next Steps

- **October 7, 2025, Board of Aldermen regular meeting**
 - Staff plans to present an ordinance (1st reading) adopting the 2024 IBC.
 - 90-day public comment period commences.
- **January 6, 2026, Board of Aldermen regular meeting**
 - Staff plans to present an ordinance (2nd reading) adopting the 2024 IBC.



Thank you



City of Parkville Schedule of Fees

The schedule of fees consolidates all City fees and charges, adopted by resolution and ordinance, for the various services the City provides.

Public Meetings and Records

Municipal Code Chapter 103

Copies of Public Records (per page).....\$0.10

City Parks and Events

Municipal Code Chapter 140

Special Events

Public Park Event (per day).....	\$400
5K/10K Event (per day).....	\$325
Public Park Wedding Event (per day).....	\$200
Downtown City Parking Lot Event (per lot/per day).....	\$100
Event Area Set Up/Tear Down Days (per day).....	\$50
Parade Event (4 th of July and Parkville Days exempt).....	At cost
Public Property Event (per day).....	\$50
Private Property Event (per day).....	\$25
Supplemental Activity (per activity).....	\$50
Self-contained BBQ.....	\$30
Orange Safety Vest Rental Deposit.....	\$20
Event Support (City park employees, per hour).....	\$30
Carnival Electricity.....	At cost

Shelter Reservations

Residents.....	\$25
Non-Residents.....	\$35

Maxine McKeon Stage (per day)

Residents.....	\$100
Non-Residents.....	\$125

English Landing River Stage (per day)

Residents.....	\$100
Non-residents.....	\$125

Baseball/Soccer Fields (per hour per field)..... \$20

Volleyball (per hour per court)..... \$20

Pickleball Courts (per hour per court)..... \$20

Basketball Courts (per hour)..... \$20

Standard Memorial Benches.....\$5,500

Municipal Court

Municipal Code Chapter 145

All cases (each case)..... \$12

Police Training Fund (each case)..... \$2

Other costs (commitment or summons, as provided before Associate Circuit Judge in
criminal prosecutions)..... Actual cost

Assessed against City for defendant's apprehension or confinement in any prison facility.....	Actual cost
Mileage to serve warrant or commitment or Order of the Court (each mile and fraction thereof officer must travel both directions).....	Same as to Sheriff
Crime Victims Compensation Fund (RSMo 595.045.3).....	\$7.50
(Paid monthly to Missouri Department of Revenue, Tax Division)	
Peace Officer Standards & Training Commission Fund.....	\$1
(Used statewide for training of peace officers; deposited with Treasurer of the State)	
Alcohol or drug-related traffic offenses	
Minimum upon guilty plea or finding of guilty for traffic offense associated with arrest of defendant (RSMo 577.048).....	\$100.50
Independent Living Center Fund (RSMo 178.653 and 561.035).....	\$5
Convicted or pleads guilty to intoxication-related traffic offense (RSMo 577.023) where judge in case was an attorney and defendant was represented by or waived right to attorney in writing; or drug-related offense (RSMo 195)	
Spinal Cord Injury Fund.....	\$25
(Paid to Missouri Department of Revenue)	
Optional cost for services, determined by court (RSMo 57.280-57.300).....	Varies
Synergy Services (RSMo 479.261).....	\$4
State Court Automation Surcharge (RSMo 488.012.3(5), RSMo 488.027.2.....	\$7

Police Department

Municipal Code Chapter 200

Fingerprints (per card).....	\$15
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Animal Regulations

Municipal Code Chapter 210

Dog License	
Spayed/neutered.....	\$10
Not spayed/neutered.....	\$15
Duplicate Dog Tag.....	\$1
Late penalty.....	50% of fee
Impoundment of Licensed Dogs	
First Offense.....	\$15
Second Offense.....	\$25
Third Offense.....	\$50
Subsequent Offenses.....	\$100
Redeem impounded dog (per day or fraction thereof).....	\$2

Zoning Code

Municipal Code Chapter 405

Short-Term Residential Dwelling Rental Application.....	\$300
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Municipal Code Chapter 402

Small Wireless Facilities Application.....	\$500
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Building Permit, Plan Review and Inspection Fees

Municipal Code Chapter 500

Building Permit Fees

All residential and non-residential.....	See 2024 International Residential Code, Section AB101-General, Table AB101.1-Permit Fee Schedule
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Conducting work without a permit.....	Double the permit fee
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Plumbing, Electrical, and Mechanical Fees (i.e., additional permit fees for specialized contract work)	
\$0-\$500 valuation	\$40

\$501-\$1,000 valuation	\$50
\$1,001-\$5,000 valuation	\$65
\$5,001+ valuation	\$80 plus \$12 for each additional
.....	\$1,000 (or fraction thereof) above \$5,000

Plan Review

One- and two-family dwellings	
New residence construction.....	\$100
Other (minimum \$25, maximum \$100).....	25% of permit
Other residential and non-residential	
New building construction.....	\$300
Tenant Finish	\$150
Minor Alteration	\$50
Other	\$25
Additional plan review required by revisions (minimum charge – one-half hour)	\$75
Plan review by third-party consultants (when necessary, not elective by staff)	Actual costs*

**Includes administrative and overhead costs*

Inspections

Initial inspections (includes two inspections).....	\$50
Inspections outside of normal business hours (minimum charge – two hours)	\$75
Re-inspections (i.e., a “wasted trip fee” for situations when the City inspector was requested out to the property and no progress had been made; or for situations where the City inspector has made three or more separate trips to the property to inspect the same item; fee to be charged for each trip)	\$75
Inspections for which no fee is specifically indicated	\$75
Occupancy Re-inspections (each).....	\$25

Right-of-Way Management

Municipal Code 515

Dumpster Permit.....	\$15
Right-of-Way Permit.....	\$50
Temporary Traffic Control Permit.....	\$50
Engineering Inspection	
Small project occurring within 1 block or less.....	\$100
Medium size projects occurring in multiple blocks and/or over multiple weeks, but less than 10 blocks and/or less than 4 weeks.....	\$800
Large projects occurring in more than 10 blocks and/or projected to exceed 4 weeks to complete.....	Estimated**
<i>**based on actual cost of review upon submission of permit application</i>	
Right-of-Way Inspection.....	\$60 per hour

Grading Standards & Regulations

Municipal Code 520

Grading and Land Disturbance Permit	
Less than 10,000 square feet.....	\$25
10,001-50,000 square feet.....	\$40
50,001-100,000 square feet.....	\$55
More than 100,001 square feet.....	\$75

Liquor Licenses

Municipal Code Chapter 600

Microbrewer	
Up to 500 barrels.....	\$37.50
Each additional 100 barrels.....	\$7.50

Each 100 barrels below 500 (refund).....	-\$7.50
Retailer malt liquor original package	\$75
Retailer malt liquor by drink	\$75
Retailer intoxicating liquor original package.....	\$150
Sunday sales (additional).....	\$300
Resort.....	\$450
Sunday sales (additional).....	\$300
Temporary (3 months).....	\$93.75
Sunday sales (3 months, additional).....	\$75
Malt liquor/light wine by drink (only 7 days/year).....	\$37.50
Intoxicating liquor by drink on premises (only 501(c) exemptions).....	No fee
Intoxicating liquor by drink on boat/vessel.....	\$450
Wholesaler.....	\$375
Temporary Caterer Permit (per day).....	\$15
Tasting Permit.....	\$37.50
Retailer of intoxicating liquor by the drink, limited to distillers.....	\$375
Prorated Fees	
Less than 10 months until license expires.....	10% per month
More than 10 months until license expired.....	Actual fee

General Licensing

Municipal Code Chapter 605

Business license (per year)

Any license not categorized below.....	\$50
General Contractor.....	\$75
Banks.....	\$320
Building or savings and loans.....	\$120
Fireworks.....	\$300
Rock Quarry.....	\$1,000
Late Fee (not to exceed 25% of total fee).....	5% per month
More than one business at same address under same legal name (each additional, license fee covers one business).....	\$10 each

Contractor's Master License (per year; for each licensed individual, NOT for a group/company)

Master Plumber License (covers plumbing work).....	\$75
Master Mechanical License (covers HVAC work).....	\$75
Master Electrician License (covers ALL electrical work, including low-voltage work)....	\$75
Electrical Low-Voltage License (covers low-voltage work only; 50 volts or less).....	\$50

Peddlers, Solicitors and Canvassers

Municipal Code Chapter 610

Soliciting and Peddling Permit (30 consecutive days).....	\$50
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Public & Private Sewers

Municipal Code 700

Sewer Tap Fee

Single-Family Residential.....	\$1,750
Commercial (1,000 gallons or less).....	\$1,750
Over 1,000 gallons.....	\$150/100gal
Industrial (1,000 gallons or less).....	\$1,750
Over 1,000 gallons.....	\$150/100gal
Multi-family dwelling units and/or apartments (per living unit).....	\$1,750

Sewer Impact Fee

Single-Family Residential.....	\$1,650
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Commercial (1,000 gallons or less).....	\$1,650
Over 1,000 gallons.....	\$150/100gal
Industrial (1,000 gallons or less).....	\$1,650
Over 1,000 gallons.....	\$150/100gal
Multi-family dwelling units and/or apartments (per living unit).....	\$1,650

General Provisions

Municipal Code Chapter 800

Credit and Debit Card

Convenience fee on debit/credit purchases (whichever is greater).....	\$3 or 2.45%
<i>(excludes sewer and court)</i>	of purchase

Zoning

Applications (plus real cost of real expenses resulting from reviews)

Subdivision – Administrative Plat.....	\$300
Subdivision – Preliminary Plat.....	\$300
Subdivision – Final Plat.....	\$300
Zoning Map Amendment.....	\$500
Preliminary Development Plan.....	\$500
Final Development Plan.....	\$300
Conditional Use Permit.....	\$300
Site Plan – Minor.....	\$300
Site Plan – Major.....	\$300
Variance.....	\$300
Appeal of Administrative Decision.....	\$300
Text Amendment.....	\$300
Tax Increment Financing.....	\$500
Vacation (Street, Public Park, Alley, Etc.).....	\$75
Easement Vacation.....	\$75
Minor changes.....	\$75

Signs

Temporary.....	\$10
Permanent (attached or applied to building or similar structure).....	\$100
Refacing.....	\$25

Building and Construction

Application.....	\$300
Each lot in subdivision (per lot).....	\$5
Temporary certificate of occupancy.....	\$50

Temporary certificate of occupancy

Residential project.....	\$100
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Permit is good for a 90-day period. Permit can be extended for another 60 days for an additional \$150 fee until the project is completed, provided it complies with other code provisions. One last 60-day extension is permitted for a fee of \$200.

Commercial project.....	\$175
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Permit is good for a 90-day period. Permit can be extended for another 60 days for an additional \$350 fee until the project is completed, provided it complies with other code provisions. One last 60-day extension is permitted for a fee of \$500.

Subdivisions

Public Improvement (of total construction cost).....	4%
(25% at time of application, 25% at time of permit approval, 50% at time of final approval)	
Transition Plats Improvement Permit (approved prior to April 1, 2017)	
Residential Lots (per 1,000 square feet).....	\$26.49
Non-Residential Lots (per 1,000 square feet).....	\$19.68