



Agenda for the Goshen Common Council

6:00 p.m., June 22, 2026 Regular Meeting

Council Chamber, Police & Court Building, 111 East Jefferson Street, Goshen, IN

For a live stream of the meeting, go to: <https://us02web.zoom.us/j/81652777559>

Call to Order by Mayor Gina Leichty

Pledge of Allegiance: Led by Christian Reyes, a student at Goshen Intermediate School

Roll Call:

Linda Gerber (At-Large) **Phil Lederach** (District 5) **Doug Nisley** (District 2)
Megan Peel (District 4) **Donald Riegsecker** (District 1) **Matt Schrock** (District 3)
Council President Brett Weddell (At-Large) **Youth Adviser Abril Reyes** (Non-voting)

Approval of Council Minutes: April 27, 2026 meeting

Approval of Meeting Agenda

- 1) Presentation:** Recognition of the graduation of 2025-2026 Goshen High School Youth Advisors and welcome to the 2026-2027 Youth Advisors
- 2) Presentation:** Elkhart County Convention & Visitors Bureau
- 3) Presentation:** City Financial Report and Budget Update (Clerk-Treasurer Aguirre)
- 4) Ordinance 5256,** Building Code Fees (Amended Ordinance, Second Reading)
- 5) Ordinance 5258,** Electrical and Mechanical Contractors Licensing and Registration (Amended Ordinance, Second Reading)
- 6) Ordinance 5259,** Rental Registration and Inspection Fees (Second Reading)
- 7) Ordinance 5265,** Amend Animal Control Ordinance



8) Resolution 2026-07, A Resolution Providing for the Transfer of Appropriations

9) Ordinance 5264, Additional Appropriation (Unsafe Building Fund, First & Second Reading)

Privilege of the Floor

Elected Official Reports

Adjournment



MICHAEL WANBAUGH

Director of Administrative Affairs, [Goshen, Indiana](#)

City Hall • 202 South Fifth Street, Suite 1 • Goshen, IN 46528-3714

michaelwanbaugh@goshencity.com • goshen.in.gov

574.533.9322 | 574.202.3205

RE: Recognition of Graduating and Incoming GHS Youth Advisors

TO: Goshen Common Council

FROM: Michael Wanbaugh, Director of Administrative Affairs

DATE: June 22, 2026

Mayor Gina Leichty will recognize Goshen High School's graduating Youth Advisors during the June 22 City Council meeting and present each student with a plaque commemorating their service to the City of Goshen during the 2025-26 school year.

The Council of Youth Advisors provides Goshen High School seniors an opportunity to serve alongside local leaders on City boards and commissions. Through the program, students gain firsthand experience in local government, public service and civic leadership while bringing a student perspective to community discussions and decision-making.

The City extends its gratitude to the following graduating Youth Advisors:

- **Abril Reyes**, Goshen City Council
- **Anna Jaime Raymundo**, Goshen Parks & Recreation Board
- **Brianna Garcia**, Shade Tree Board
- **Ezra Tice**, Board of Zoning Appeals
- **Kimberly Montalva**, Goshen Community Schools Board of Trustees
- **Perla Cervantes**, Goshen Traffic Commission
- **Valerie Ortega Avila**, Board of Aviation Appeals

Throughout the school year, the students met twice each month, served as advisory members on City boards and commissions, and represented Goshen at the Accelerating Indiana Municipalities Youth Legislative Day at the Indiana Statehouse in February. The program helps connect students with local decision-making while encouraging future community involvement and public service.

The graduating Youth Advisors wrapped up the year Friday, May 29 with a flight on a PC-12 Turboprop from Goshen Municipal Airport donated by the [GDC Corporation](#). That was followed by lunch with Mayor Gina Leichty.



The City thanks this year's Youth Advisors for their service and welcomes a new class of student leaders who will begin serving this fall. The City extends its appreciation to Goshen High School Assistant Principal Darin Holsopple for helping coordinate the Youth Advisor program and supporting student participation throughout the year. His partnership has played an important role in the program's success.

Incoming Class of 2026-27

Youth Advisor elections took place at Goshen High School on May 22. The City is pleased to announce the incoming Youth Advisors for the 2026-27 school year:

- **Deudiel Arista Garcia**, Goshen City Council
- **Emily Smith**, Board of Aviation Commission
- **Caleb Cervantes**, Goshen Community Schools Board of Trustees
- **Quetzaly Herrera**, Goshen Parks & Recreation Board
- **Penelope Jimenez**, Shade Tree Board
- **Jennifer Ngo**, Goshen Traffic Commission
- **Itzel Perez**, Board of Zoning Appeals

Incoming Youth Advisors will begin attending meetings alongside current members during a transition period this summer and will officially assume their roles in August.

On behalf of Mayor Leichy, the Common Council and the City of Goshen, thank you to our graduating Youth Advisors for their service, leadership and commitment to the community. We look forward to welcoming the next group of student leaders as they begin their year of civic engagement and public service.

TOURISM MATTERS IN ELKHART COUNTY



made for elkhart county



ELKHART GOSHEN NAPPANEE MIDDLEBURY BRISTOL WAKARUSA MILLERSBURG NEW PARIS

**CRAFTSMANSHIP AND THE
ENTREPRENEURIAL SPIRIT
DEFINE ELKHART COUNTY.**

**IT IS WHY WE LOVE
OUR COMMUNITY.**



**IT IS WHY
WE BELIEVE IN HERE.**



WHAT IS THE ELKHART COUNTY CVB?

The Elkhart County, IN Convention & Visitors Bureau is a private not-for-profit corporation serving as the official tourism advertising and public relations champion for Elkhart County. We were incorporated in 1988.

We are accountable to the Elkhart County Innkeeper Tax Commission, created by state law to administer the innkeeper tax collected through Elkhart lodging properties with 30 or more rooms.

We champion Elkhart County's entrepreneurs by promoting tourism and nurturing placemaking initiatives. Together with our partners throughout our community, we build collaborative relationships to amplify our impact.

Our staff combines a deep passion for Elkhart County with decades of experience working with Elkhart County's tourism and hospitality interests. We have spearheaded the development and launch of highly regarded and award-winning initiatives such as the Heritage Trail Audio Driving Tour, the Quilt Gardens along the Heritage Trail, the Elkhart County Area Guide, Vibrant Communities, and Epic Art Adventures featuring Seward Johnson sculptures.

**THE ELKHART COUNTY CVB IS THE STEWARD
OF ELKHART COUNTY'S WELL CRAFTED LIFE
AND EXPERIENCES, DEDICATED TO ENHANCING
TOURISM AND COMMUNITY VIBRANCY.**

IMPACTFUL INVESTMENTS:

VISITORS TO ELKHART COUNTY SUPPORT THE ECONOMIC VITALITY OF OUR REGION

Small businesses are the foundation of the tourism and hospitality industry in Elkhart County.

But small does not mean insignificant.

Our nimble and entrepreneurial partners jump at opportunities to innovate, often working together to build exceptional products and experiences to the delight of their customers.

We grow and evolve and deliver economic impact to Elkhart County that is sustainable in its diversity.





EN

**FOR EVERY \$1 OF VISITOR ASSESSMENT,
VISITORS SPEND \$221.**

**WITHOUT VISITOR SPENDING,
EACH RESIDENT WOULD PAY
\$352 MORE IN TAXES TO MAINTAIN
CURRENT GOVERNMENT SERVICES.**



MORE THAN \$823 MILLION IN ANNUAL ECONOMIC IMPACT

**VISITORS SPEND MORE THAN \$560 MILLION IN
ELKHART COUNTY WITH TOURISM AND HOSPITALITY
BUSINESSES CONTRIBUTING AN ADDITIONAL \$263 MILLION**

**WORKERS IN THE ELKHART COUNTY TOURISM AND
HOSPITALITY INDUSTRY EARN NEARLY \$170 MILLION IN WAGES**

**NEARLY \$200 MILLION IN TAX REVENUE
AT THE LOCAL, STATE AND FEDERAL LEVEL GENERATED**

**MORE THAN 7,000 JOBS
SUPPORTED IN ELKHART COUNTY**

**OVER 600K ROOM NIGHTS SOLD IN 2024,
GENERATING 4+% IN INCREASED REVENUE
OVER 2023 FOR LODGING OPERATORS**



SOURCE: CERTEC, INC



WE BELIEVE IN HERE: OUR VISION FOR THE FUTURE OF ELKHART COUNTY

Visitors are drawn to authentic experiences that provide exceptional value and create meaningful, lasting connections to a destination. Elkhart County's tourism and hospitality industry is in a strong position to fulfill this demand by building upon its existing attractions, enhancing visitor offerings, and making strategic investments in future development.

With a large audience within an easy 3-hour drive, Elkhart County has the opportunity to drive sustainable growth by attracting both repeat visitors and new business.

We envision a growing Elkhart County destination bursting with:

- Richly curated arts and cultural experiences, events and festivals.
- Outdoor recreation opportunities that are interconnected with each community.
- Youth and participation sports events tapping into cutting-edge growth potential.





ELKHART
INDIANA
WELL
CRAFTED
• USA •
COUNTY



WE BELIEVE IN HERE:

OUR INVESTMENT IN ELKHART COUNTY

Created in 2007, the award-winning **QUILT GARDENS** and **QUILT MURALS** are free and open to the public May 30 - September 15 annually.

The **HERITAGE TRAIL AUDIO DRIVING TOUR** delivers significant traffic to each city and town in Elkhart County.

SPONSORSHIP AND DESTINATION DEVELOPMENT funding totaling more than \$500,000 supporting a wide range of events from the Lerner 100 celebration, Goshen First Fridays, community theater and arts such as Elkhart County Symphony, Elkhart Civic Theatre, Premier Arts and Phoenix Performing Arts, festivals ranging from the Elkhart Jazz Festival, Maple Syrup Festival, Mistletoe Market at the 4-H Fairgrounds and the Nappanee Apple Festival, outdoor recreation activities on the Pumpkinvine Nature Trail and more.

DIGITAL MARKETING SUPPORT through destination-wide promotion, a pilot program boosting select events, and educational opportunities delivered on-demand.

ELKHART COUNTY CVB STAFF EXPERTISE on attractions, events, community organizations and development projects.

OUR VISION

Elkhart County is a Well Crafted, year-round destination that embodies a diversity of arts and cultural attractions, vibrant downtowns, sports and outdoor adventures, grounded in craftsmanship and an entrepreneurial spirit, attracting multi-generational audiences.

OUR MISSION

The Elkhart County CVB is the county's champion for tourism promotion and placemaking initiatives to achieve economic vitality and enhanced quality of place through diverse affiliations and collaborations.



Jon Hunsberger, Executive Director
3421 Cassopolis St., Ste 100
Elkhart, IN 46514



@experienceelkhartcountyin
VisitElkhartCounty.com



SCAN TO LEARN
MORE ABOUT THE
ELKHART COUNTY CVB



City Clerk-Treasurer

CITY OF GOSHEN

202 South Fifth Street, Suite 2 • Goshen, IN 46528-3714

Phone (574) 533-8625 • Fax (574) 533-9740

clerktreasurer@goshencity.com • www.goshenindiana.org

TO: Mayor Gina Leichty and the Goshen Common Council
FROM: Richard Aguirre, Clerk-Treasurer
RE: Budget Reports for May 2026
DATE: June 16, 2026

Attached for the Council's review are financial reports summarizing the budget and cash balance performance for Civil City funds included in the 2026 budget, which was approved by the Council in October 2025. These reports are intended to provide a reasonable understanding of the City's financial position. They are unaudited and may require some interpretation.

Fund Balance Report

This report presents cash balances for all budgeted funds as of May 31, 2026, highlighting the City's overall liquidity. All funds currently maintain sufficient balances to support planned expenditures. Note that balances are unaudited and subject to reconciliation.

Budget Report – Revenues

This page summarizes revenue collections for each fund through May 31, 2026 showing progress toward projected revenue levels. Remember that some funds receive the levy in two allotments in June and December (General, Debt Service, MVH, Cumulative Fire, Park & Recreation, Aviation, CCD, Cumulative Sewer). New revenues this year include the municipal wheel tax funds (2249 and 2250) which have generated approximately \$230k YTD.

Budget Report – Expenditures

Expenditures to date represent approximately 28.68% of the annual budget, leaving 71.32% remaining, which is consistent with expectations for this point in the fiscal year.

Budget Report – Expenditures in the General Fund

The final page breaks down the General Fund by department, providing a focused view of each department's budget performance to date.

Summary

As of May 31, 2026, the City of Goshen remains in a financially stable position, with total cash balances of approximately \$89.3 million across all funds and sufficient liquidity to support ongoing operations. Year-to-date, the City has generated approximately \$9.4 million in revenues while incurring roughly \$25.0 million in expenditures, resulting in a temporary deficit primarily driven by the timing of significant revenue collections later in the year, such as property tax distributions.

Overall spending represents approximately 29% of the annual budget, leaving about 71% of appropriations remaining, which is consistent with expectations at this stage of the fiscal year. Most funds, including the General Fund with an ending balance of approximately \$15.4 million, maintain positive balances. Expenditures across departments are generally tracking within budget, indicating the City continues to manage resources prudently and remains well-positioned to meet its financial obligations for the remainder of 2026.



Fund Balance Report

Fund	Beginning Balance	Total Revenues	Total Expenses	Ending Balance
1101 - GENERAL FUND	\$ 23,413,627.44	\$ 5,465,572.65	\$ 13,517,784.90	\$ 15,361,415.19
2201 - MVH FUND	3,957,170.47	498,766.19	1,280,654.26	3,175,282.40
2202 - LOCAL ROAD & STREET	1,692,437.19	223,080.98	1,000,000.00	915,518.17
2203 - MVH-RESTRICTED	2,170,645.55	253,085.57	316,952.39	2,106,778.73
2204 - PARKS AND RECREATION	5,813,766.78	128,200.33	421,287.13	5,520,679.98
2206 - AVIATION FUND	578,272.37	44,759.43	471,735.29	151,296.51
2209 - LIT - ECONOMIC DEVELOPMENT	6,994,467.83	907,699.40	791,141.52	7,111,025.71
2214 - PROBATION FUND	114,106.61	38,559.59	49,508.69	103,157.51
2226 - REDEVELOPMENT OPERATING	467,796.89	11,847.84	105,414.89	374,229.84
2228 - LAW ENFORCEMENT CONTINUE EDUCATION	103,347.97	8,351.15	25,545.21	86,153.91
2234 - UNSAFE BUILDING FUND	140,024.05	-	-	140,024.05
2236 - RAINY DAY FUND	2,654,516.59	-	-	2,654,516.59
2240 - LIT - PUBLIC SAFETY	2,036,381.34	899,963.32	1,292,272.20	1,644,072.46
2249 - MUNICIPAL VEHICLE EXCISE TAX	-	207,878.43	-	207,878.43
2250 - WHEEL TAX	-	23,340.88	-	23,340.88
2256 - OPIOID SETTLEMENT UNRESTR	123,558.28	-	-	123,558.28
2257 - OPIOID SETTLEMENT RESTR	55,470.66	-	-	55,470.66
2258 - TOWNSHIP FIRE SUPPORT	577,658.01	350,000.00	266,150.16	661,507.85
2500 - COURT FEES	57,699.26	37,080.77	72,567.78	22,212.25
2501 - RESIDENTIAL LEASE FEES	85,255.87	20,818.00	20,303.62	85,770.25
2503 - ELECTRIC UTILITY SALE	3,032,547.39	32,206.48	-	3,064,753.87
2504 - OLD LAW ENFORCEMENT CONTINUE ED	-	-	-	-
2505 - STORM WATER MANAGEMNT	1,295,111.51	10,228.74	201,822.81	1,103,517.44
2506 - ECON IMPROVEMENT DISTRICT	81,256.70	-	17,225.15	64,031.55
2508 - REDHAWK ACADEMY	18,860.80	60,000.00	1,368.23	77,492.57
3301 - DEBT SERVICE	66,286.55	-	183,600.00	(117,313.45)
3311 - TIF BOND P & I PYMT FUND	791,534.28	-	-	791,534.28
4401 - CCI (CIGARETTE TAX) FUND	334,031.92	-	5,012.57	329,019.35
4402 - CUMULATIVE CAP DEVELOP	1,134,462.66	155.37	154,312.84	980,305.19
4425 - CCI FIRE STATION	687,955.54	-	47,128.05	640,827.49
4428 - CCI STORM SEWER FUND	3,722,952.68	-	37,145.18	3,685,807.50
4445 - TIF SOUTH EAST E.D.	25,918,489.25	148,454.00	3,231,210.72	22,835,732.53
4446 - TIF CONS RR/US 33/DT	8,803,374.54	13,160.67	422,081.19	8,394,454.02
4447 - TIF LIPPERT/DIERDORFF	648,551.76	-	65,159.84	583,391.92
4450 - TIF EAST COLL AVE	15,185.39	-	-	15,185.39
4451 - TIF INDIANA AVENUE	37,279.26	-	-	37,279.26
4502 - ARP FISCAL RECOV FUND	3,499,980.77	-	468,154.34	3,031,826.43
4651 - CEMETERY CAPITAL IMPROV.	70,219.54	3,567.12	-	73,786.66
4660 - 2015 GOB PROCEEDS	849,472.25	-	-	849,472.25
4661 - 2021 GO BOND PROCEEDS	2,095,776.67	-	175,592.30	1,920,184.37
8801 - FIRE PENSION FUND	279,948.51	-	200,680.17	79,268.34
8802 - POLICE PENSION FUND	476,340.82	130.06	138,985.00	337,485.88
Report Total:	\$ 104,895,821.95	\$ 9,386,906.97	\$ 24,980,796.43	\$ 89,301,932.49



Budget Report Group Summary

For Fiscal: 2026 Period Ending: 05/31/2026

Fund	Original	Current	Period	Fiscal	Variance	Percent
	Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
Revenue						
1101 - GENERAL FUND	\$ 32,143,882.64	\$ 32,143,882.64	\$ 1,511,936.71	\$ 5,465,572.65	\$ (26,678,309.99)	83.00%
2201 - MVH FUND	4,149,500.38	4,149,500.38	208,465.65	498,766.19	(3,650,734.19)	87.98%
2202 - LOCAL ROAD & STREET	651,636.74	651,636.74	110,349.54	223,080.98	(428,555.76)	65.77%
2203 - MVH-RESTRICTED	721,871.65	721,871.65	129,941.04	253,085.57	(468,786.08)	64.94%
2204 - PARKS AND RECREATION	4,164,613.86	4,164,613.86	43,525.42	128,200.33	(4,036,413.53)	96.92%
2206 - AVIATION FUND	544,071.67	544,071.67	12,264.76	44,759.43	(499,312.24)	91.77%
2209 - LIT - ECONOMIC DEVELOPMENT	2,632,315.44	2,632,315.44	231,196.16	907,699.40	(1,724,616.04)	65.52%
2214 - PROBATION FUND	-	-	13,160.36	38,559.59	38,559.59	0.00%
2226 - REDEVELOPMENT OPERATING	275,031.62	275,031.62	3,273.92	11,847.84	(263,183.78)	95.69%
2228 - LAW ENFORCEMENT CONTINUE EDUCATION	23,361.07	23,361.07	2,060.78	8,351.15	(15,009.92)	64.25%
2240 - LIT - PUBLIC SAFETY	2,620,849.00	2,620,849.00	224,990.83	899,963.32	(1,720,885.68)	65.66%
2249 - MUNICIPAL VEHICLE EXCISE TAX	-	-	58,019.80	207,878.43	207,878.43	0.00%
2250 - WHEEL TAX	-	-	2,512.50	23,340.88	23,340.88	0.00%
2258 - TOWNSHIP FIRE SUPPORT	-	-	-	350,000.00	350,000.00	0.00%
2500 - COURT FEES	82,413.85	82,413.85	11,631.84	37,080.77	(45,333.08)	55.01%
2501 - RESIDENTIAL LEASE FEES	-	-	3,688.00	20,818.00	20,818.00	0.00%
2503 - ELECTRIC UTILITY SALE	-	-	10,705.46	32,206.48	32,206.48	0.00%
2505 - STORM WATER MANAGEMNT	628,354.92	628,354.92	150.00	10,228.74	(618,126.18)	98.37%
2506 - ECON IMPROVEMENT DISTRICT	65,000.00	65,000.00	-	-	(65,000.00)	100.00%
2508 - REDHAWK ACADEMY	-	-	-	60,000.00	60,000.00	0.00%
3301 - DEBT SERVICE	375,181.00	375,181.00	-	-	(375,181.00)	100.00%
3311 - TIF BOND P & I PYMT FUND	817,115.00	817,115.00	-	-	(817,115.00)	100.00%
4401 - CCI (CIGARETTE TAX) FUND	55,836.16	55,836.16	-	-	(55,836.16)	100.00%
4402 - CUMULATIVE CAP DEVELOP	958,556.00	958,556.00	-	155.37	(958,400.63)	99.98%
4425 - CCI FIRE STATION	638,398.00	638,398.00	-	-	(638,398.00)	100.00%
4428 - CCI STORM SEWER FUND	679,701.62	679,701.62	-	-	(679,701.62)	100.00%
4445 - TIF SOUTH EAST E.D.	10,598,528.90	10,598,528.90	-	148,454.00	(10,450,074.90)	98.60%
4446 - TIF CONS RR/US 33/DT	4,431,221.13	4,431,221.13	-	13,160.67	(4,418,060.46)	99.70%
4447 - TIF LIPPERT/DIERDORFF	269,694.39	269,694.39	-	-	(269,694.39)	100.00%
4651 - CEMETERY CAPITAL IMPROV.	8,848.70	8,848.70	785.75	3,567.12	(5,281.58)	59.69%
8801 - FIRE PENSION FUND	550,070.00	550,070.00	-	-	(550,070.00)	100.00%
8802 - POLICE PENSION FUND	423,049.52	423,049.52	35.00	130.06	(422,919.46)	99.97%
Report Total:	\$ 68,509,103.26	\$ 68,509,103.26	\$ 2,578,693.52	\$ 9,386,906.97	\$(59,122,196.29)	86.30%

Budget Report

For Fiscal: 2026 Period Ending: 05/31/2026

Fund	Original	Current	Period	Fiscal	Variance	Percent
	Total Budget	Total Budget	Activity	Activity	Favorable (Unfavorable)	Remaining
Expense						
1101 - GENERAL FUND	\$ 31,986,787.00	\$ 32,753,147.73	\$ 2,358,173.35	\$ 13,517,784.90	\$ 19,235,362.83	58.73%
2201 - MVH FUND	3,979,920.00	4,047,939.53	207,276.78	1,280,654.26	2,767,285.27	68.36%
2202 - LOCAL ROAD & STREET	700,000.00	1,700,000.00	-	1,000,000.00	700,000.00	41.18%
2203 - MVH-RESTRICTED	854,500.00	1,176,841.77	-	316,952.39	859,889.38	73.07%
2204 - PARKS AND RECREATION	2,971,988.00	2,971,988.00	80,512.45	421,287.13	2,550,700.87	85.82%
2206 - AVIATION FUND	572,000.00	845,554.43	30,193.18	471,735.29	373,819.14	44.21%
2209 - LIT - ECONOMIC DEVELOPMENT	3,628,000.00	7,399,582.18	206,715.23	791,141.52	6,608,440.66	89.31%
2214 - PROBATION FUND	123,130.00	123,130.00	9,434.62	49,508.69	73,621.31	59.79%
2226 - REDEVELOPMENT OPERATING	311,630.00	311,630.00	18,619.80	105,414.89	206,215.11	66.17%
2228 - LAW ENFORCEMENT CONTINUE EDUCATION	36,000.00	52,000.00	4,230.12	25,545.21	26,454.79	50.87%
2240 - LIT - PUBLIC SAFETY	3,549,790.00	3,549,790.00	324,750.60	1,292,272.20	2,257,517.80	63.60%
2249 - MUNICIPAL VEHICLE EXCISE TAX	-	-	-	-	-	0.00%
2250 - WHEEL TAX	750,000.00	750,000.00	-	-	750,000.00	100.00%
2257 - OPIOID SETTLEMENT RESTR	71,832.00	71,832.00	-	-	71,832.00	100.00%
2258 - TOWNSHIP FIRE SUPPORT	607,570.00	607,570.00	58,894.29	266,150.16	341,419.84	56.19%
2500 - COURT FEES	56,000.00	77,813.61	820.83	72,567.78	5,245.83	6.74%
2501 - RESIDENTIAL LEASE FEES	73,206.00	73,206.00	3,685.85	20,303.62	52,902.38	72.27%
2505 - STORM WATER MANAGEMNT	1,053,176.00	1,090,296.90	33,002.21	201,822.81	888,474.09	81.49%
2506 - ECON IMPROVEMENT DISTRICT	89,350.00	89,350.00	723.38	17,225.15	72,124.85	80.72%
2508 - REDHAWK ACADEMY	25,000.00	25,000.00	146.32	1,368.23	23,631.77	94.53%
3301 - DEBT SERVICE	371,350.00	371,350.00	-	183,600.00	187,750.00	50.56%
3311 - TIF BOND P & I PYMT FUND	946,440.00	946,440.00	-	-	946,440.00	100.00%
4401 - CCI (CIGARETTE TAX) FUND	85,000.00	85,000.00	568.00	5,012.57	79,987.43	94.10%
4402 - CUMULATIVE CAP DEVELOP	1,426,220.00	1,447,320.00	2,055.30	154,312.84	1,293,007.16	89.34%
4425 - CCI FIRE STATION	210,000.00	210,000.00	-	47,128.05	162,871.95	77.56%
4428 - CCI STORM SEWER FUND	1,700,000.00	1,700,000.00	12,006.27	37,145.18	1,662,854.82	97.81%
4445 - TIF SOUTH EAST E.D.	7,087,000.00	7,590,175.00	89,037.98	3,231,210.72	4,358,964.28	57.43%
4446 - TIF CONS RR/US 33/DT	1,724,000.00	4,915,609.42	50,366.46	422,081.19	4,493,528.23	91.41%
4447 - TIF LIPPERT/DIERDORFF	250,000.00	250,000.00	-	65,159.84	184,840.16	73.94%
4450 - TIF EAST COLL AVE	900,000.00	900,000.00	-	-	900,000.00	100.00%
4502 - ARP FISCAL RECOV FUND	2,750,648.00	6,154,335.92	200,571.36	468,154.34	5,686,181.58	92.39%
4660 - 2015 GOB PROCEEDS	849,472.00	849,472.00	-	-	849,472.00	100.00%
4661 - 2021 GO BOND PROCEEDS	2,977,606.00	2,977,606.00	-	175,592.30	2,802,013.70	94.10%
8801 - FIRE PENSION FUND	567,200.00	567,200.00	37,961.21	200,680.17	366,519.83	64.62%
8802 - POLICE PENSION FUND	422,400.00	422,400.00	27,768.00	138,985.00	283,415.00	67.10%
Report Total:	\$ 73,707,215.00	\$ 87,103,580.49	\$ 3,757,513.59	\$ 24,980,796.43	\$ 62,122,784.06	71.32%
Report Surplus (Deficit):	\$ (5,198,111.74)	\$ (18,594,477.23)	\$ (1,178,820.07)	\$(15,593,889.46)	\$ 3,000,587.77	16.14%



Budget Report

Group Summary

For Fiscal: 2026 Period Ending: 05/31/2026

Department	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 1101 - GENERAL FUND						
Expense						
01 - COMMUNITY RELATIONS	\$ 30,000.00	\$ 30,000.00	\$ -	\$ 11,632.91	\$ 18,367.09	61.22%
02 - COUNCIL	153,723.00	153,723.00	10,400.50	57,522.75	96,200.25	62.58%
03 - MAYOR	543,775.00	543,775.00	39,497.00	216,064.13	327,710.87	60.27%
04 - CLERK-TREASURER	793,700.00	793,700.00	67,660.36	287,520.20	506,179.80	63.77%
05 - LEGAL	948,575.00	954,071.00	56,623.76	302,633.52	651,437.48	68.28%
06 - COURT	533,200.00	533,200.00	40,960.33	218,066.02	315,133.98	59.10%
07 - BOARD OF WORKS	3,401,580.00	3,576,304.52	316,852.34	2,483,537.85	1,092,766.67	30.56%
08 - TECHNOLOGY	643,794.00	780,856.90	41,804.68	320,635.44	460,221.46	58.94%
09 - CEMETERY-GENERAL	443,009.00	443,009.00	38,131.87	150,303.20	292,705.80	66.07%
10 - ENGINEERING	1,153,713.00	1,153,713.00	79,777.80	431,208.42	722,504.58	62.62%
11 - POLICE DEPARTMENT	9,806,023.00	10,063,948.31	601,506.59	3,596,043.94	6,467,904.37	64.27%
12 - FIRE DEPARTMENT	8,510,374.00	8,511,009.00	638,485.54	3,517,604.47	4,993,404.53	58.67%
15 - BUILDING DEPARTMENT	707,082.00	707,082.00	52,851.73	279,817.72	427,264.28	60.43%
16 - PLANNING DEPARTMENT	448,054.00	575,094.00	85,810.00	234,106.33	340,987.67	59.29%
18 - CENTRAL GARAGE	1,780,938.00	1,780,938.00	116,458.71	653,050.54	1,127,887.46	63.33%
19 - BUILDINGS-GROUNDS	1,479,768.00	1,479,768.00	109,669.47	423,099.44	1,056,668.56	71.41%
46 - ENVIRONMENTAL RESILIENCE	609,479.00	672,956.00	49,647.64	307,234.63	365,721.37	54.35%
90 - UNAPPROPRIATED	-	-	12,035.03	27,703.39	(27,703.39)	0.00%
Expense Total:	\$31,986,787.00	\$32,753,147.73	\$ 2,358,173.35	\$13,517,784.90	\$19,235,362.83	58.73%
Fund: 1101 - GENERAL FUND Total:	\$31,986,787.00	\$32,753,147.73	\$ 2,358,173.35	\$13,517,784.90	\$19,235,362.83	58.73%
Report Total:	\$31,986,787.00	\$32,753,147.73	\$ 2,358,173.35	\$13,517,784.90	\$19,235,362.83	58.73%

ORDINANCE 5256

BUILDING CODE FEES

WHEREAS, the Goshen Building Department is authorized by the Building Code of the City of Goshen, Indiana, as amended from time to time, (hereinafter the "Goshen Building Code"), to assess fees for permits, inspections, certificates, and other services; and

WHEREAS, an internal review of the existing fee schedule has determined that revisions are necessary to ensure such fees reasonably reflect and recover the cost of services provided by the Goshen Building Department.

NOW, THEREFORE, BE IT ORDAINED by the Common Council of the City of Goshen, Indiana, that the Goshen Building Department shall assess and collect fees for permits, inspections, certificates, and other services in accordance with the following schedule and as authorized by the Goshen Building Code:

SECTION 1. Permit Required

- 1.01 No person shall commence any construction or undertake any work to alter, remodel, rehabilitate, or add to any part of a building or structure, including the placement of a mobile home, without first obtaining the required permits from the Goshen Building Department.
- 1.02 A person shall submit a permit application on forms furnished by the Goshen Building Department, which shall include any information the Goshen Building Commissioner requires to determine that the proposed work conforms with the all applicable building and fire safety laws, including the Goshen Building Code, as amended from time to time, and will not violate any other applicable ordinances or laws. Upon filing the application, the applicant shall pay all required fees.
- 1.03 The Building Commissioner shall issue a permit authorizing the person to proceed with the proposed work, provided the proposed work conforms with all applicable building and fire safety laws, including the Goshen Building Code, as amended from time to time, and will not violate any other applicable ordinances or law.
- 1.04 The property owner and the contractor shall be jointly responsible for obtaining all required permits. Failure to obtain a required permit shall subject both the property owner and the contractor to the penalties established by the Goshen Building Code.
- 1.05 A permit shall expire one (1) year from the date of issue.

SECTION 2. Permits, Inspections, Certificates and Other Services; Fees

The following fees shall be assessed for the permits and inspections for work covered under the Goshen Building Code, regardless of the project cost, and for other inspections, certificates, and other services provided by the Goshen Building Department.

2.01 Residential Permits.

(A) New Construction Permit.

A New Construction Permit is required for the new construction of a primary residential building or structure, including an attached porch, deck, balcony, or garage. Each licensed

electrical, mechanical, and plumbing contractor is required to obtain a separate permit for the respective work to the new residential building or structure, but no additional permit fee will be assessed for the separate permit. The New Construction Permit includes inspections related to the footing, foundation, structural, windows, siding, roofing, mechanical work, plumbing work, and electrical work. The New Construction Permit fee is based on the square footage of the new residential building or structure as follows:

Up to 900 sq. ft.....	\$365
901 to 2,500 sq. ft.	\$440
2,501 to 5,000 sq. ft.	\$515
5,001 sq. ft. and over	\$515, plus \$0.05 per sq. ft. over 5,001 sq. ft.

(B) Remodeling Permit.

A Remodeling Permit is required for the alteration, remodeling, rehabilitation or addition to a primary residential building or structure, including an attached deck, balcony, or porch. The Remodeling Permit includes the inspections related to the footing, foundation, structural, windows, siding, and roofing for any structural addition or change to the primary residential building or structure. The Remodeling Permit does not include the individual permits, fees, and inspections related to mechanical work, plumbing work, and electrical work.

Remodeling Permit.....	\$250
------------------------	-------

(C) Accessory Building/Structure Permit.

An Accessory Building/Structure Permit is required for the new construction, alteration, remodeling, rehabilitation or addition to an accessory building or structure, including a detached garage, deck, gazebo, or shed. The Accessory Building/Structure Permit includes the inspections related to the footing, foundation, structural, windows, siding and roofing for the new construction or any structural addition or change to an accessory building or structure. The Accessory Building/Structure Permit does not include the individual permits, fees, and inspections related to the mechanical work, plumbing work, and electrical work.

Accessory Building/Structure Permit	\$135
---	-------

(D) Window Permit (for the replacement of complete window, regardless of number) \$135

(E) Siding/Residing Permit, including masonry \$115

(F) Roofing Permit, including all roofing systems or decking..... \$135

(G) Residential Demolition Permit, regardless of size or type of structure..... \$210

2.02 Commercial Permits.

(A) Structural Permit.

A Structural Permit is required for the new construction, alteration, remodeling, rehabilitation or addition to a commercial building or structure, including an accessory building or structure. The Structural Permit includes the inspections related to the footing, foundation, structural, windows, siding, and roofing of a commercial building or structure. The Structural Permit does not include the individual permits, fees, and inspections related to the mechanical work, plumbing work, electrical work or other individual services for the commercial building or

structure. The Structural Permit fee is based on the square footage of the new construction, addition or change to a commercial building or structure as follows:

	Up to 25,000 sq. ft.	\$515
	25,001 to 50,000 sq. ft.	\$665
	50,001 to 100,000 sq. ft.	\$975
	100,001 sq. ft. and over.....	\$1,120, plus \$0.05 per sq. ft. over 100,001 sq. ft.
(B)	Foundation Permit.	\$440
	The Foundation Permit is included in the Structural Permit <u>unless</u> the Foundation Permit is separately submitted for approval so that the foundation can be constructed prior to the issuance of a permit for the rest of the construction, alteration, remodeling or rehabilitation of the commercial building or structure.	
(C)	Window Permit (for the replacement of complete window, regardless of number)	\$135
(D)	Siding/Residing Permit, including masonry	\$175
(E)	Roofing Permit, including all roofing systems or decking.....	\$135
(F)	Commercial Demolition Permit, regardless of type of structure, is based on the square footage of the commercial building or structure to be demolished:	
	Up to 50,000 sq. ft.	\$210
	50,001 sq. ft. and over.....	\$285
(G)	Fire Alarm System Installation Permit	\$135

2.03 Electrical, Mechanical and Plumbing Permits.

(A)	Electric Service Permit, main and/or each subpanel:	
	Service panel up to 200 amps.....	\$175
	Service panel 201 amps. and over	\$210
(B)	Temporary Electric Service Permit.....	\$135
(C)	Electric Wiring or Rewiring Permit.....	\$210
(D)	Electric Service Connection or Reconnection Permit	\$100
(E)	Mechanical Permit, for each heating, cooling, make-up air or refrigeration unit, or hood system	\$175
(F)	Ductwork Permit:	
	Up to 10 feet.....	\$135
	11 to 40 feet.....	\$175
	41 feet to 100 feet	\$210
	101 feet and over	\$210, plus \$10 for each additional 10 feet
(G)	Plumbing Permit:	
	Residential plumbing (regardless of number of fixtures).....	\$175

	Commercial plumbing	\$130 for first fixture, plus \$5 for each additional fixture
(H)	Gas Line Installation Permit:	
	Up to 10 feet	\$135
	11 feet to 40 feet	\$175
	41 feet to 100 feet	\$210
	101 feet and over	\$210, plus \$10 for each additional 10 feet
(I)	Gas Line Service Connection or Reconnection Permit	\$100
(J)	Water Heater Permit	\$135
(K)	Water Softener Permit.....	\$135

2.04 Other Permits.

(A)	Mobile Home Placement/Set Up Permit, including concrete foundation or piers	\$135
	(Separate permits are required for electric service and gas line service connections.)	
(B)	Mobile Home Electric Service Connection or Reconnection Permit.....	\$100
(C)	Mobile Home Gas Line Service Connection or Reconnection Permit.....	\$100
(D)	Swimming Pool Permit	\$175
(E)	Fire Suppression or Sprinkling System Permit:	
	1 to 150 heads	\$175
	151 to 300 heads.....	\$210
	301 heads and over	\$285
(F)	Storage Tank Permit, including the addition or removal.....	\$210 for first tank plus \$175 for each additional tank
(G)	Solar Energy System Permit.	
	The Solar Energy System Permit is based on kilowatts of the system, regardless of the number, size, or location of the panels:	
	1 to 15 kW	\$250
	16 to 50 kW	\$350
	51 to 100 kW	\$450
	101 kW and over	\$450 plus \$7.00 per kW over 101 kW
(H)	Generator Permit.	
	The Generator Permit does not include the individual permits and fees related to the electrical service or gas service connected to the generator. The Generator Permit is based on the wattage of the generator as follows:	
	Up to 15 kW	\$135
	16kW to 25 kW	\$155
	26 kW to 100 kW.....	\$200

	101 kW or more.....	\$285
(I)	Stationary Illuminated Sign Permit.	
	Up to 100 sq. ft.....	\$135
	101 to 200 sq. ft.....	\$175
	201 to 300 sq. ft.....	\$210
	301 to 500 sq. ft.....	\$250
	501 sq. ft. and over.....	\$285
(J)	Mobile Sign Permit.....	\$135

2.05 Other Services.

(A)	Construction Plan Review, based on the square footage of the building or structure:	
	Up to 10,000 sq. ft.	\$120
	10,001 sq. ft and over.....	\$145 per hour
(B)	Certificate of Occupancy (Residential or Commercial), new construction or remodel	\$30
(C)	Re-Occupancy Inspection (Commercial), when requested.....	\$130
(D)	Inspection, when required due to failure to obtain required permit.....	\$75
	(The required permit(s) must also be obtained.)	
(E)	Inspection, when outside of normal business hours.....	\$365
(F)	Reinspection, each occurrence	\$135

SECTION 3. Fee Increase

The fees set forth in this Ordinance may be increased in accordance with the provisions of Indiana Code § 36-7-2.3-3(2), as amended from time to time.

SECTION 4. Disposition of Fees

In accordance with Indiana Code § 36-7-2.3-3(3), as amended from time to time, all fees that are assessed and collected for an application, permit, inspection, processing, or other service related to the construction or reconstruction of residential buildings, commercial buildings, industrial buildings, any other building or building space, or an appurtenance to a previously described building or building space, shall be deposited into the Development Fee Fund.

SECTION 5. Definitions

The following definitions shall apply in the interpretation of this Ordinance:

5.01 “Commercial building or structure” shall include all commercial, industrial, institutional and multi-family residential (consisting of three (3) or more dwelling units) buildings or structures, and any accessory building or structure of which the use is incidental to that of the primary commercial building or structure.

5.02 Residential building or structure” shall include a building or structure that consists of one- or two-family dwelling units, and any accessory building or structure of which the use is incidental to that of the primary residential building or structure.

SECTION 6. Other Ordinances

6.01 The following sections of Ordinance 3714, Building Code of the City of Goshen, Indiana, currently codified in Goshen City Code Title 6, Article 1, Chapter 1, are amended to be consistent with this Ordinance:

- (A) Section 6, Application for Permits;
- (B) Section 7, Permit Required;
- (C) Section 8, Permit Duration; and
- (D) Section 10, Fees and Required Inspections.

6.02 Ordinance 3714, Building Code of the City of Goshen, Indiana, currently codified in Goshen City Code Title 6, Article 1, Chapter 1, shall remain in full force and effect except for such provisions that conflict with the provisions of this Ordinance.

6.03 This Ordinance specifically repeals Ordinance 4899 and Ordinance 4919.

SECTION 7. Severability Clause

The provisions of this Ordinance are severable, and the invalidity of any phrase, clause or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

SECTION 8. Effective Date

8.01 This Ordinance shall be in full force and effect from and after its passage, approval and adoption according to the laws of the State of Indiana.

8.02 Pursuant to Indiana Code § 36-4-6-14(e), the implementation of the building permit fees on new development shall go into effect ninety (90) days after the publication of the notice of adoption of this Ordinance under Indiana Code § 5-3-1. The implementation of all other fees shall go into effect on the same date.

PASSED by the Goshen Common Council on _____, 2026.

Gina M. Leichty, Presiding Officer

ATTEST:

Richard R. Aguirre, Clerk-Treasurer

PRESENTED to the Mayor of the City of Goshen on _____, 2026, at the hour of ____:____
____.m.

Richard R. Aguirre, Clerk-Treasurer

APPROVED and ADOPTED on _____, 2026.

Gina M. Leichty, Mayor

ORDINANCE 5256

BUILDING CODE FEES

WHEREAS, the Goshen Building Department is authorized by the Building Code of the City of Goshen, Indiana, as amended from time to time, (hereinafter the "Goshen Building Code"), to assess fees for permits, inspections, certificates, and other services; and

WHEREAS, an internal review of the existing fee schedule has determined that revisions are necessary to ensure such fees reasonably reflect and recover the cost of services provided by the Goshen Building Department.

NOW, THEREFORE, BE IT ORDAINED by the Common Council of the City of Goshen, Indiana, that the Goshen Building Department shall assess and collect fees for permits, inspections, certificates, and other services in accordance with the following schedule and as authorized by the Goshen Building Code:

SECTION 1. Permit Required

- 1.01 No person shall commence any construction or undertake any work to alter, remodel, rehabilitate, or add to any part of a building or structure, including the placement of a mobile home, without first obtaining the required permits from the Goshen Building Department.
- 1.02 A person shall submit a permit application on forms furnished by the Goshen Building Department, which shall include any information the Goshen Building Commissioner requires to determine that the proposed work conforms with the all applicable building and fire safety laws, including the Goshen Building Code, as amended from time to time, and will not violate any other applicable ordinances or laws. Upon filing the application, the applicant shall pay all required fees.
- 1.03 The Building Commissioner shall issue a permit authorizing the person to proceed with the proposed work, provided the proposed work conforms with all applicable building and fire safety laws, including the Goshen Building Code, as amended from time to time, and will not violate any other applicable ordinances or law.
- 1.04 The property owner and the contractor shall be jointly responsible for obtaining all required permits. Failure to obtain a required permit shall subject both the property owner and the contractor to the penalties established by the Goshen Building Code.
- 1.05 A permit shall expire one (1) year from the date of issue.

SECTION 2. Permits, Inspections, Certificates and Other Services; Fees

The following fees shall be assessed for the permits and inspections for work covered under the Goshen Building Code, regardless of the project cost, and for other inspections, certificates, and other services provided by the Goshen Building Department.

2.01 Residential Permits.

(A) New Construction Permit.

A New Construction Permit is required for the new construction of a primary residential building or structure, including an attached porch, deck, balcony, or garage. Each licensed

electrical, mechanical, and plumbing contractor is required to obtain a separate permit for the respective work to the new residential building or structure, but no additional permit fee will be assessed for the separate permit. The New Construction Permit includes inspections related to the footing, foundation, structural, windows, siding, roofing, mechanical work, plumbing work, and electrical work. The New Construction Permit fee is based on the square footage of the new residential building or structure as follows:

Up to 900 sq. ft.....	\$365
901 to 2,500 sq. ft.	\$440
2,501 to 5,000 sq. ft.	\$515
5,001 sq. ft. and over	\$515, plus \$0.05 per sq. ft. over 5,001 sq. ft.

(B) Remodeling Permit.

A Remodeling Permit is required for the alteration, remodeling, rehabilitation or addition to a primary residential building or structure, including an attached deck, balcony, or porch. The Remodeling Permit includes the inspections related to the footing, foundation, structural, windows, siding, and roofing for any structural addition or change to the primary residential building or structure. The Remodeling Permit does not include the individual permits, fees, and inspections related to mechanical work, plumbing work, and electrical work.

Remodeling Permit.....	\$250
------------------------	-------

(C) Accessory Building/Structure Permit.

An Accessory Building/Structure Permit is required for the new construction, alteration, remodeling, rehabilitation or addition to an accessory building or structure, including a detached garage, deck, gazebo, or shed. The Accessory Building/Structure Permit includes the inspections related to the footing, foundation, structural, windows, siding and roofing for the new construction or any structural addition or change to an accessory building or structure. The Accessory Building/Structure Permit does not include the individual permits, fees, and inspections related to the mechanical work, plumbing work, and electrical work.

Accessory Building/Structure Permit	\$135
---	-------

(D) Window Permit (for the replacement of complete window, regardless of number) \$135

(E) Siding/Residing Permit, including masonry \$115

(F) Roofing Permit, including all roofing systems or decking..... \$135

(G) Residential Demolition Permit, regardless of size or type of structure..... \$210

2.02 Commercial Permits.

(A) Structural Permit.

A Structural Permit is required for the new construction, alteration, remodeling, rehabilitation or addition to a commercial building or structure, including an accessory building or structure. The Structural Permit includes the inspections related to the footing, foundation, structural, windows, siding, and roofing of a commercial building or structure. The Structural Permit does not include the individual permits, fees, and inspections related to the mechanical work, plumbing work, electrical work or other individual services for the commercial building or

structure. The Structural Permit fee is based on the square footage of the new construction, addition or change to a commercial building or structure as follows:

Up to 25,000 sq. ft.	\$515
25,001 to 50,000 sq. ft.	\$665
50,001 to 100,000 sq. ft.	\$975
100,001 sq. ft. and over.....	\$1,120, plus \$0.05 per sq. ft. over 100,001 sq. ft.
(B) Foundation Permit.	\$440
The Foundation Permit is included in the Structural Permit <u>unless</u> the Foundation Permit is separately submitted for approval so that the foundation can be constructed prior to the issuance of a permit for the rest of the construction, alteration, remodeling or rehabilitation of the commercial building or structure.	
(C) Window Permit (for the replacement of complete window, regardless of number)	\$135
(D) Siding/Residing Permit, including masonry	\$175
(E) Roofing Permit, including all roofing systems or decking.....	\$135
(F) Commercial Demolition Permit, regardless of type of structure, is based on the square footage of the commercial building or structure to be demolished:	
Up to 50,000 sq. ft.	\$210
50,001 sq. ft. and over.....	\$285
(G) <u>Fire Alarm System Installation Permit</u>	<u>\$135</u>

2.03 Electrical, Mechanical and Plumbing Permits.

(A) Electric Service Permit, main and/or each subpanel:	
Service panel up to 200 amps.....	\$175
Service panel 201 amps. and over	\$210
(B) Temporary Electric Service Permit.....	\$135
(C) Electric Wiring or Rewiring Permit.....	\$210
(D) Electric Service Connection or Reconnection Permit	\$100
(E) Mechanical Permit, for each heating, cooling, make-up air or refrigeration unit, or hood system	\$175
(F) Ductwork Permit:	
Up to 10 feet.....	\$135
11 to 40 feet.....	\$175
41 feet to 100 feet	\$210
101 feet and over	\$210, plus \$10 for each additional 10 feet
(G) Plumbing Permit:	
Residential plumbing (regardless of number of fixtures).....	\$175

	Commercial plumbing	\$130 for first fixture, plus \$5 for each additional fixture
(H)	Gas Line Installation Permit:	
	Up to 10 feet	\$135
	11 feet to 40 feet	\$175
	41 feet to 100 feet	\$210
	101 feet and over	\$210, plus \$10 for each additional 10 feet
(I)	Gas Line Service Connection or Reconnection Permit	\$100
(J)	Water Heater Permit	\$135
(K)	Water Softener Permit.....	\$135

2.04 Other Permits.

(A)	Mobile Home Placement/Set Up Permit, including concrete foundation or piers	\$135
	(Separate permits are required for electric service and gas line service connections.)	
(B)	Mobile Home Electric Service Connection or Reconnection Permit.....	\$100
(C)	Mobile Home Gas Line Service Connection or Reconnection Permit.....	\$100
(D)	Swimming Pool Permit	\$175
(E)	Fire Suppression or Sprinkling System Permit:	
	1 to 150 heads	\$175
	151 to 300 heads.....	\$210
	301 heads and over	\$285

~~(F) Fire Alarm System Installation Permit~~ ~~\$135~~

~~(G)~~(F) Storage Tank Permit, including the addition or removal.....\$210 for first tank
plus \$175 for each additional tank

~~(H)~~(G) Solar Energy System Permit.

The Solar Energy System Permit is based on kilowatts of the system, regardless of the number, size, or location of the panels:

	1 to 15 kW	\$250
	16 to 50 kW	\$350
	51 to 100 kW	\$450
	101 kW and over	\$450 plus \$7.00 per kW over 101 kW

~~(H)~~(H) Generator Permit.

The Generator Permit does not include the individual permits and fees related to the electrical service or gas service connected to the generator. The Generator Permit is based on the wattage of the generator as follows:

	Up to 15 kW	\$135
--	-------------------	-------

16kW to 25 kW	\$155
26 kW to 100 kW	\$200
101 kW or more	\$285

~~(F)~~(I) Stationary Illuminated Sign Permit.

Up to 100 sq. ft.	\$135
101 to 200 sq. ft.	\$175
201 to 300 sq. ft.	\$210
301 to 500 sq. ft.	\$250
501 sq. ft. and over	\$285

~~(K)~~(J) Mobile Sign Permit..... \$135

2.05 Other Services.

- (A) Construction Plan Review, based on the square footage of the building or structure:
 - Up to 10,000 sq. ft. \$120
 - 10,001 sq. ft and over..... \$145 per hour
- (B) Certificate of Occupancy (Residential or Commercial), new construction or remodel\$30
- (C) Re-Occupancy Inspection (Commercial), when requested..... \$130
- (D) Inspection, when required due to failure to obtain required permit.....\$75
(The required permit(s) must also be obtained.)
- (E) Inspection, when outside of normal business hours..... \$365
- (F) Reinspection, each occurrence

SECTION 3. Fee Increase

The fees set forth in this Ordinance may be increased in accordance with the provisions of Indiana Code § 36-7-2.3-3(2), as amended from time to time.

SECTION 4. Disposition of Fees

In accordance with Indiana Code § 36-7-2.3-3(3), as amended from time to time, all fees that are assessed and collected for an application, permit, inspection, processing, or other service related to the construction or reconstruction of residential buildings, commercial buildings, industrial buildings, any other building or building space, or an appurtenance to a previously described building or building space, shall be deposited into the Development Fee Fund.

SECTION 5. Definitions

The following definitions shall apply in the interpretation of this Ordinance:

- 5.01 “Commercial building or structure” shall include all commercial, industrial, institutional and multi-family residential (consisting of three (3) or more dwelling units) buildings or structures, and any accessory building or structure of which the use is incidental to that of the primary commercial building or structure.
- 5.02 Residential building or structure” shall include a building or structure that consists of one- or two-family dwelling units, and any accessory building or structure of which the use is incidental to that of the primary residential building or structure.

SECTION 6. Other Ordinances

- 6.01 The following sections of Ordinance 3714, Building Code of the City of Goshen, Indiana, currently codified in Goshen City Code Title 6, Article 1, Chapter 1, are amended to be consistent with this Ordinance:
 - (A) Section 6, Application for Permits;
 - (B) Section 7, Permit Required;
 - (C) Section 8, Permit Duration; and
 - (D) Section 10, Fees and Required Inspections.
- 6.02 Ordinance 3714, Building Code of the City of Goshen, Indiana, currently codified in Goshen City Code Title 6, Article 1, Chapter 1, shall remain in full force and effect except for such provisions that conflict with the provisions of this Ordinance.
- 6.03 This Ordinance specifically repeals Ordinance 4899 and Ordinance 4919.

SECTION 7. Severability Clause

The provisions of this Ordinance are severable, and the invalidity of any phrase, clause or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

SECTION 8. Effective Date

- 8.01 This Ordinance shall be in full force and effect from and after its passage, approval and adoption according to the laws of the State of Indiana.
- 8.02 Pursuant to Indiana Code § 36-4-6-14(e), the implementation of the building permit fees on new development shall go into effect ninety (90) days after the publication of the notice of adoption of this Ordinance under Indiana Code § 5-3-1. The implementation of all other fees shall go into effect on the same date.

PASSED by the Goshen Common Council on _____, 2026.

Gina M. Leichty, Presiding Officer

ATTEST:

Richard R. Aguirre, Clerk-Treasurer

PRESENTED to the Mayor of the City of Goshen on _____, 2026, at the hour of ____:____
____.m.

Richard R. Aguirre, Clerk-Treasurer

APPROVED and ADOPTED on _____, 2026.

Gina M. Leichty, Mayor

ORDINANCE 5256

BUILDING CODE FEES

WHEREAS, the Goshen Building Department is authorized by the Building Code of the City of Goshen, Indiana, as amended from time to time, (hereinafter the “Goshen Building Code”), to assess fees for permits, inspections, certificates, and other services; and

WHEREAS, an internal review of the existing fee schedule has determined that revisions are necessary to ensure such fees reasonably reflect and recover the cost of services provided by the Goshen Building Department.

NOW, THEREFORE, BE IT ORDAINED by the Common Council of the City of Goshen, Indiana, that the Goshen Building Department shall assess and collect fees for permits, inspections, certificates, and other services in accordance with the following schedule and as authorized by the Goshen Building Code:

SECTION 1. Permit Required

- 1.01 No person shall commence any construction or undertake any work to alter, remodel, rehabilitate, or add to any part of a building or structure, including the placement of a mobile home, without first obtaining the required permits from the Goshen Building Department.
- 1.02 A person shall submit a permit application on forms furnished by the Goshen Building Department, which shall include any information the Goshen Building Commissioner requires to determine that the proposed work conforms with the all applicable building and fire safety laws, including the Goshen Building Code, as amended from time to time, and will not violate any other applicable ordinances or laws. Upon filing the application, the applicant shall pay all required fees.
- 1.03 The Building Commissioner shall issue a permit authorizing the person to proceed with the proposed work, provided the proposed work conforms with all applicable building and fire safety laws, including the Goshen Building Code, as amended from time to time, and will not violate any other applicable ordinances or law.
- 1.04 The property owner and the contractor shall be jointly responsible for obtaining all required permits. Failure to obtain a required permit shall subject both the property owner and the contractor to the penalties established by the Goshen Building Code.
- 1.05 A permit shall expire one (1) year from the date of issue.

SECTION 2. Permits, Inspections, Certificates and Other Services; Fees

The following fees shall be assessed for the permits and inspections for work covered under the Goshen Building Code, regardless of the project cost, and for other inspections, certificates, and other services provided by the Goshen Building Department.

- 2.01 Residential Permits.
 - (A) New Construction Permit.
A New Construction Permit is required for the new construction of a primary residential building or structure, including an attached porch, deck, balcony, or garage. Each licensed

electrical, mechanical, and plumbing contractor is required to obtain a separate permit for the respective work to the new residential building or structure, but no additional permit fee will be assessed for the separate permit. The New Construction Permit includes inspections related to the footing, foundation, structural, windows, siding, roofing, mechanical work, plumbing work, and electrical work. The New Construction Permit fee is based on the square footage of the new residential building or structure as follows:

Up to 900 sq. ft.....	\$365
901 to 2,500 sq. ft.	\$440
2,501 to 5,000 sq. ft.	\$515
5,001 sq. ft. and over	\$515, plus \$0.05 per sq. ft. over 5,001 sq. ft.

(B) Remodeling Permit.

A Remodeling Permit is required for the alteration, remodeling, rehabilitation or addition to a primary residential building or structure, including an attached deck, balcony, or porch. The Remodeling Permit includes the inspections related to the footing, foundation, structural, windows, siding, and roofing for any structural addition or change to the primary residential building or structure. The Remodeling Permit does not include the individual permits, fees, and inspections related to mechanical work, plumbing work, and electrical work.

Remodeling Permit.....	\$250
------------------------	-------

(C) Accessory Building/Structure Permit.

An Accessory Building/Structure Permit is required for the new construction, alteration, remodeling, rehabilitation or addition to an accessory building or structure, including a detached garage, deck, gazebo, or shed. The Accessory Building/Structure Permit includes the inspections related to the footing, foundation, structural, windows, siding and roofing for the new construction or any structural addition or change to an accessory building or structure. The Accessory Building/Structure Permit does not include the individual permits, fees, and inspections related to the mechanical work, plumbing work, and electrical work.

Accessory Building/Structure Permit	\$135
---	-------

(D) Window Permit (for the replacement of complete window, regardless of number) \$135

(E) Siding/Residing Permit, including masonry \$115

(F) Roofing Permit, including all roofing systems or decking..... \$135

(G) Residential Demolition Permit, regardless of size or type of structure..... \$210

2.02 Commercial Permits.

(A) Structural Permit.

A Structural Permit is required for the new construction, alteration, remodeling, rehabilitation or addition to a commercial building or structure, including an accessory building or structure. The Structural Permit includes the inspections related to the footing, foundation, structural, windows, siding, and roofing of a commercial building or structure. The Structural Permit does not include the individual permits, fees, and inspections related to the mechanical work, plumbing work, electrical work or other individual services for the commercial building or

structure. The Structural Permit fee is based on the square footage of the new construction, addition or change to a commercial building or structure as follows:

Up to 25,000 sq. ft.	\$515
25,001 to 50,000 sq. ft.	\$665
50,001 to 100,000 sq. ft.	\$975
100,001 sq. ft. and over.....	\$1,120, plus \$0.05 per sq. ft. over 100,001 sq. ft.

(B) Foundation Permit. \$440

The Foundation Permit is included in the Structural Permit unless the Foundation Permit is separately submitted for approval so that the foundation can be constructed prior to the issuance of a permit for the rest of the construction, alteration, remodeling or rehabilitation of the commercial building or structure.

(C) Window Permit (for the replacement of complete window, regardless of number) \$135

(D) Siding/Residing Permit, including masonry \$175

(E) Roofing Permit, including all roofing systems or decking..... \$135

(F) Commercial Demolition Permit, regardless of type of structure, is based on the square footage of the commercial building or structure to be demolished:

Up to 50,000 sq. ft.	\$210
50,001 sq. ft. and over.....	\$285

2.03 Electrical, Mechanical and Plumbing Permits.

(A) Electric Service Permit, main and/or each subpanel:

Service panel up to 200 amps.....	\$175
Service panel 201 amps. and over	\$210

(B) Temporary Electric Service Permit..... \$135

(C) Electric Wiring or Rewiring Permit..... \$210

(D) Electric Service Connection or Reconnection Permit \$100

(E) Mechanical Permit, for each heating, cooling, make-up air or refrigeration unit, or hood system \$175

(F) Ductwork Permit:

Up to 10 feet.....	\$135
11 to 40 feet.....	\$175
41 feet to 100 feet.....	\$210
101 feet and over.....	\$210, plus \$10 for each additional 10 feet

(G) Plumbing Permit:

Residential plumbing (regardless of number of fixtures).....	\$175
Commercial plumbing	\$130 for first fixture, plus \$5 for each additional fixture

(H)	Gas Line Installation Permit:	
	Up to 10 feet.....	\$135
	11 feet to 40 feet	\$175
	41 feet to 100 feet.....	\$210
	101 feet and over.....	\$210, plus \$10 for each additional 10 feet
(I)	Gas Line Service Connection or Reconnection Permit	\$100
(J)	Water Heater Permit	\$135
(K)	Water Softener Permit.....	\$135

2.04 Other Permits.

(A)	Mobile Home Placement/Set Up Permit, including concrete foundation or piers.....	\$135
	(Separate permits are required for electric service and gas line service connections.)	
(B)	Mobile Home Electric Service Connection or Reconnection Permit.....	\$100
(C)	Mobile Home Gas Line Service Connection or Reconnection Permit.....	\$100
(D)	Swimming Pool Permit	\$175
(E)	Fire Suppression or Sprinkling System Permit:	
	1 to 150 heads.....	\$175
	151 to 300 heads.....	\$210
	301 heads and over	\$285
(F)	Fire Alarm System Installation Permit	\$135
(G)	Storage Tank Permit, including the addition or removal.....	\$210 for first tank plus \$175 for each additional tank
(H)	Solar Energy System Permit.	
	The Solar Energy System Permit is based on kilowatts of the system, regardless of the number, size, or location of the panels:	
	1 to 15 kW	\$250
	16 to 50 kW	\$350
	51 to 100 kW	\$450
	101 kW and over	\$450 plus \$7.00 per kW over 101 kW
(I)	Generator Permit.	
	The Generator Permit does not include the individual permits and fees related to the electrical service or gas service connected to the generator. The Generator Permit is based on the wattage of the generator as follows:	
	Up to 15 kW	\$135
	16kW to 25 kW	\$155

	26 kW to 100 kW	\$200
	101 kW or more	\$285
(J)	Stationary Illuminated Sign Permit.	
	Up to 100 sq. ft.	\$135
	101 to 200 sq. ft.	\$175
	201 to 300 sq. ft.	\$210
	301 to 500 sq. ft.	\$250
	501 sq. ft. and over	\$285
(K)	Mobile Sign Permit.....	\$135

2.05 Other Services.

(A)	Construction Plan Review, based on the square footage of the building or structure:	
	Up to 10,000 sq. ft.	\$120
	10,001 sq. ft and over	\$145 per hour
(B)	Certificate of Occupancy (Residential or Commercial), new construction or remodel	\$30
(C)	Re-Occupancy Inspection (Commercial), when requested.....	\$130
(D)	Inspection, when required due to failure to obtain required permit.....	\$75
	(The required permit(s) must also be obtained.)	
(E)	Inspection, when outside of normal business hours.....	\$365
(F)	Reinspection, each occurrence	\$135

SECTION 3. Fee Increase

The fees set forth in this Ordinance may be increased in accordance with the provisions of Indiana Code § 36-7-2.3-3(2), as amended from time to time.

SECTION 4. Disposition of Fees

In accordance with Indiana Code § 36-7-2.3-3(3), as amended from time to time, all fees that are assessed and collected for an application, permit, inspection, processing, or other service related to the construction or reconstruction of residential buildings, commercial buildings, industrial buildings, any other building or building space, or an appurtenance to a previously described building or building space, shall be deposited into the Development Fee Fund.

SECTION 5. Definitions

The following definitions shall apply in the interpretation of this Ordinance:

5.01 “Commercial building or structure” shall include all commercial, industrial, institutional and multi-family residential (consisting of three (3) or more dwelling units) buildings or structures, and any

accessory building or structure of which the use is incidental to that of the primary commercial building or structure.

- 5.02 Residential building or structure” shall include a building or structure that consists of one- or two-family dwelling units, and any accessory building or structure of which the use is incidental to that of the primary residential building or structure.

SECTION 6. Other Ordinances

- 6.01 The following sections of Ordinance 3714, Building Code of the City of Goshen, Indiana, currently codified in Goshen City Code Title 6, Article 1, Chapter 1, are amended to be consistent with this Ordinance:
- (A) Section 6, Application for Permits;
 - (B) Section 7, Permit Required;
 - (C) Section 8, Permit Duration; and
 - (D) Section 10, Fees and Required Inspections.
- 6.02 Ordinance 3714, Building Code of the City of Goshen, Indiana, currently codified in Goshen City Code Title 6, Article 1, Chapter 1, shall remain in full force and effect except for such provisions that conflict with the provisions of this Ordinance.
- 6.03 This Ordinance specifically repeals Ordinance 4899 and Ordinance 4919.

SECTION 7. Severability Clause

The provisions of this Ordinance are severable, and the invalidity of any phrase, clause or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

SECTION 8. Effective Date

- 8.01 This Ordinance shall be in full force and effect from and after its passage, approval and adoption according to the laws of the State of Indiana.
- 8.02 Pursuant to Indiana Code § 36-4-6-14(e), the implementation of the building permit fees on new development shall go into effect ninety (90) days after the publication of the notice of adoption of this Ordinance under Indiana Code § 5-3-1. The implementation of all other fees shall go into effect on the same date.

PASSED by the Goshen Common Council on _____, 2026.

Gina M. Leichty, Presiding Officer

ATTEST:

Richard R. Aguirre, Clerk-Treasurer

PRESENTED to the Mayor of the City of Goshen on _____, 2026, at the hour of ____:____
____.m.

Richard R. Aguirre, Clerk-Treasurer

APPROVED and ADOPTED on _____, 2026.

Gina M. Leichty, Mayor

ORDINANCE 5256

BUILDING DEPARTMENT FEE ORDINANCE CODE FEES

WHEREAS, the Goshen Building Department is authorized by the Building Code of the City of Goshen, Indiana, as amended from time to time, (hereinafter the "Goshen Building Code"), to assess fees for permits, inspections, certificates, and other services; and

WHEREAS, an internal review of the existing fee schedule has determined that revisions are necessary to ensure such fees reasonably reflect and recover the cost of services provided by the Goshen Building Department.

NOW, THEREFORE, BE IT ORDAINED by the Common Council of the City of Goshen, Indiana, that the Goshen Building Department shall assess and collect fees for permits, inspections, certificates, and other services in accordance with the following schedule and as authorized by the Goshen Building Code:

SECTION 1. Permits Required

- ~~1.01 — A permit shall be obtained before a person begins to construct, alter, remodel, rehabilitate, or add to any building or structure, or for the placement of a mobile home.~~
- ~~1.02 — A permit shall be obtained before a person begins work on new or altered electrical, mechanical or plumbing systems.~~
- ~~1.03 — It shall be the joint obligation of the property owner and the contractor to obtain all necessary permits. Failure to obtain a permit when required will subject both the property owner and the contractor to the penalties established by the Building Code.~~
- ~~1.04 — The application for a permit shall be on forms furnished by the Goshen Building Department and all required fees shall be paid to the Building Department.~~
- ~~1.05 — A permit shall expire one (1) year from the date of issue.~~
- ~~1.06 — No permit will be required if the total project cost is less than One Thousand Dollars (\$1,000.00) except electrical, mechanical, and plumbing permits are required if the total project cost is Six Hundred Dollars (\$600.00) or more.~~

SECTION 2. SECTION 1. B
uilding Code Fees Permits Required

- ~~2.01 — A permit shall be obtained before a person begins to construct, alter, remodel, rehabilitate, or add to any building or structure, or for the placement of a mobile home.~~
- ~~2.02~~1.01 — A permit shall be obtained before a person begins work on new or altered electrical, mechanical or plumbing systems. No person shall commence any construction or undertake any work to alter, remodel, rehabilitate, or add to any part of a building or structure, including the placement of a mobile home, without first obtaining the required permits from the Goshen Building Department.
- ~~1.02~~ The A person shall submit a permit application for a permit shall be on forms furnished by the Goshen Building Department, which shall include any information the Goshen Building Commissioner requires to determine that the proposed work conforms with the all applicable building and fire safety

laws, including the Goshen Building Code, as amended from time to time, and will not violate any other applicable ordinances or laws. Upon filing the application, the applicant shall pay and all required fees shall be paid to the Building Department.

2.031.03 The Building Commissioner shall issue a permit authorizing the person to proceed with the proposed work, provided the proposed work conforms with all applicable building and fire safety laws, including the Goshen Building Code, as amended from time to time, and will not violate any other applicable ordinances or law.

2.041.04 It shall be the joint obligation of the property owner and the contractor shall be jointly responsible to obtain for obtaining all necessary required permits. Failure to obtain a required permit when required will shall subject both the property owner and the contractor to the penalties established by the Goshen Building Code.

2.051.05 A permit shall expire one (1) year from the date of issue.

2.06 No permit will be required if the total project cost is less than One Thousand Dollars (\$1,000.00) except electrical, mechanical, and plumbing permits are required if the total project cost is Six Hundred Dollars (\$600.00) or more.

SECTION 2. Permits, Inspections, Certificates and Other Services; Fees

The following fees shall be assessed for the permits and inspections for work covered under the Goshen Building Code, regardless of the project cost, and for other inspections, certificates, and other services provided by the Goshen Building Department.

2.072.01 Residential Building Permit Fees Permits.

(A) New Residential Building Construction Permit.

A New Residential Building Construction Permit is required for the new construction of a primary residential building or structure, including an attached porches, decks, balcony, and/or garages. Except as noted in subsection (1), Each licensed electrical, mechanical, and plumbing contractor is required to obtain a separate permit for the respective work to the new residential building or structure, but there will be no additional permit fee charged will be assessed for the separate permit. The New Residential Building Construction Permit and fee includes the inspections related to the footing, foundation, structural, windows, siding, roofing, water heater installation, gas line installation and connection, mechanical work, plumbing work, and electrical work. The New Construction Permit fee is based on the square footage of the new residential building or structure as follows:

Up to 900 sq. ft.	\$200365
901 to 1,500 sq. ft.	\$225
1,501 to 2,500 sq. ft.	\$250440
2,501 to 3,000 sq. ft.	\$275
3,001 to 5,000 sq. ft.	\$300515
5,001 sq. ft. and over	\$325515, plus \$0.030.05 per sq. ft. over 5,001 sq. ft.

(1) Each licensed electrical, mechanical, and plumbing contractor is required to obtain a separate permit for the respective work to the new residential building or structure, but there will be no additional permit fees charged for the separate permits.

(B) Remodeling ~~Residential Building~~ Permit.

A Remodeling ~~Residential Building~~ Permit is required for the alteration, remodeling, rehabilitation or addition to a primary residential building or structure, including an attached decks, balconies, or porches. The Remodeling ~~Residential Building~~ Permit and fee includes the inspections related to the footing, foundation, structural, windows, siding, and roofing for any structural addition or change to the primary residential building or structure. The Remodeling ~~Residential Building~~ Permit does not include the individual permits, fees, and inspections related to mechanical work, plumbing work, and electrical work, ~~water heater installation, and gas line installation and connection (see Section 3 and Section 4)~~.

Remodeling Permit..... \$75250

(C) Accessory ~~Residential~~ Building/Structure Permit.

An Accessory ~~Residential~~ Building/Structure Permit is required for the new construction, alteration, remodeling, rehabilitation or addition to an accessory building or structure, including a detached garages, deck, gazebo, or sheds. The Accessory ~~Residential~~ Building/Structure Permit and fee includes the inspections related to the footing, foundation, structural, windows, siding and roofing for the new construction or any structural addition or change to an accessory building or structure. The Accessory ~~Residential~~ Building/Structure Permit does not include the individual permits, fees, and inspections related to the mechanical work, plumbing work, and electrical work, ~~water heater installation, and gas line installation and connection (see Section 3 and Section 4)~~.

Accessory Building/Structure Permit \$75135

~~(D)~~ ~~Foundation~~ Permit..... \$250

~~This Permit is included in the Residential Building Permit Fee or the Structural Commercial Building Permit Fee unless the Foundation Permit is separately submitted for approval so that the foundation can be constructed prior to the issuance of a building permit for the rest of the construction, alteration, remodeling or rehabilitation.~~

~~(E)~~(D) Window Permit (for the replacement of complete window, regardless of number) \$50135

~~(F)~~(E) Siding/Residing Permit, including masonry \$50115

~~(G)~~(F) Roofing Permit, including all roofing systems or decking..... \$50135

~~(H)~~(G) Residential Demolition Permit, regardless of size or type of structure..... \$25210

~~(I)~~ ~~Fire Suppression or Sprinkling System~~ Permit:

~~1 to 150 heads \$50~~

~~151 to 300 heads \$100~~

~~301 heads and over \$200~~

~~(J)~~ ~~Swimming Pool~~ Permit \$50

2.082.02 Commercial Building Permit Fees Permits.

(A) Structural ~~Commercial Building~~ Permit.

A Structural ~~Commercial Building~~ Permit is required for the new construction, alteration, remodeling, rehabilitation or addition to a commercial building or structure, including an accessory building or structure. The Structural ~~Commercial Building~~ Permit and fee includes

the inspections related to the footing, foundation, structural, windows, siding, and roofing of a commercial building or structure. The Structural ~~Commercial Building~~ Permit does not include the individual permits, fees, and inspections related to the mechanical work, plumbing work, electrical work or other individual services for the commercial building or structure ~~(see Section 3 and Section 4)~~. The Structural Permit fee is based on the square footage of the new construction, addition or change to a commercial building or structure as follows:

Up to 25,000 sq. ft.	\$270 <u>515</u>
25,001 to 50,000 sq. ft.	\$500 <u>665</u>
50,001 to 100,000 sq. ft.	\$630 <u>975</u>
100,001 sq. ft. and over.....	\$685 <u>1,120</u> , plus \$0-030 <u>.05</u> per sq. ft. over 100,001 sq. ft.

(B) Foundation Permit.....~~\$250~~\$440

This Foundation Permit is included in the ~~Residential Building Permit Fee or the Commercial Building Permit Fee~~ unless the Foundation Permit is separately submitted for approval so that the foundation can be constructed prior to the issuance of a ~~building~~ permit for the rest of the construction, alteration, remodeling or rehabilitation of the commercial building or structure.

(C) Window Permit (for the replacement of complete window, regardless of number) ~~\$50~~135

~~(C)(D)~~ Siding/Residing Permit, including masonry ~~\$70~~175

~~(D)(E)~~ Roofing Permit, including all roofing systems or decking..... ~~\$70~~135

~~(E)~~ Storage Tank Permit, including the addition or removal..... ~~\$80~~ for first tank
plus \$55 for each additional tank

(F) Commercial Demolition Permit, regardless of type of structure, is based on the square footage of the commercial building or structure to be demolished:

Up to 20,000 sq. ft.	\$45
20,001 to 50,000 sq. ft.	\$90 <u>210</u>
50,001 sq. ft. and over.....	\$115 <u>285</u>

~~(G)~~ Fire Suppression Or Sprinkling System Permit:

1 to 150 heads	\$50
151 to 300 heads.....	\$100
301 heads and over	\$200

~~(H)~~ Swimming Pool Permit ~~\$50~~

SECTION 3.2.03 Electrical, Mechanical and Plumbing Permits and Fees

3.01 ~~No Building Code fee under Section 3 will be charged for any of the required electrical, mechanical, and plumbing permits if the total project cost is less than Six Hundred Dollars (\$600).~~

3.02 ~~The following fees are for the individual permits and inspections related to the specific service for both residential and commercial buildings or structures.~~

(A)	Electric Service Permit, main and/or each subpanel:	
	<u>Service panel</u> up to 200 amps.....	\$70 <u>175</u>
	<u>201 to 400 amps</u>	\$80
	<u>Service panel</u> 4 <u>2</u> 01 amps. and over	\$90 <u>210</u>
(B)	Temporary Electric Service Permit.....	\$40 <u>135</u>
(C)	Electrical <u>Wiring or</u> Rewiring Permit.....	\$80 <u>210</u>
(D)	<u>Electric Service Connection or Reconnection Permit</u>	\$100
(E)	Mechanical Permit, <u>for</u> each heating, cooling, make-up air or refrigeration unit, or hood system	\$70 <u>175</u>
(F)	<u>Ductwork Permit:</u>	
	<u>Up to 10 feet</u>	\$135
	<u>11 to 40 feet</u>	\$175
	<u>41 feet to 100 feet</u>	\$210
	<u>101 feet and over</u>	\$210, plus \$10 for each additional 10 feet
(F)(G)	<u>Plumbing Permit:</u>	
	Residential plumbing, all fixtures (regardless of number of fixtures)	\$45 <u>175</u>
	Commercial plumbing	\$45 <u>130</u> for first fixture, plus \$5 for each additional fixture
(H)	<u>Gas Line Installation Permit:</u>	
	<u>Up to 10 feet</u>	\$135
	<u>11 feet to 40 feet</u>	\$175
	<u>41 feet to 100 feet</u>	\$210
	<u>101 feet and over</u>	\$210, plus \$10 for each additional 10 feet
(G)(I)	<u>Gas Line Service Connection or Reconnection Permit</u>	\$50 <u>100</u>
(H)(J)	<u>Water Heater Permit</u>	\$25 <u>135</u>
(H)(K)	<u>Water Softener Permit</u>	\$25 <u>135</u>

SECTION 4.2.04 Other Miscellaneous Building Code Permits and Fees.

4.01 ~~The following fees shall be charged for other services provided, permits or certificates issued, or inspections conducted, regardless of the total project cost.~~

(A) Temporary Electric Service Permit	\$40
(B) Electric Service Permit, main and/or each subpanel:	
Up to 200 amps.....	\$70
201 to 400 amps.....	\$80
401 amps. and over	\$90
(C) Gas Line Service Connection Permit	\$50
(D) Water Heater Permit	\$25
(E) Water Softener Permit	\$25
(F)(A) <u>Mobile Home Placement/Set Up Permit, including concrete foundation or piers</u>	<u>\$25135</u>
(Separate permits are required for electric service and gas line service connections.)	
(G)(B) <u>Mobile Home Electric Service Connection or Reconnection Permit</u>	<u>\$25100</u>
(H)(C) <u>Mobile Home Gas Line Service Connection or Reconnection Permit</u>	<u>\$25100</u>
(I)(D) <u>Swimming Pool Permit</u>	<u>\$50175</u>
(J)(E) <u>Fire Suppression or Sprinkling System Permit:</u>	
1 to 150 heads	\$50175
151 to 300 heads.....	\$100210
301 heads and over	\$200285
(F) <u>Fire Alarm System Installation Permit</u>	<u>\$135</u>
(K)(G) <u>Storage Tank Permit, including the addition or removal</u>	\$80210 for first tank plus \$55175 for each additional tank
(H) <u>Solar Energy System Permit.</u>	
<u>The Solar Energy System Permit is based on kilowatts of the system, regardless of the number, size, or location of the panels:</u>	
1 to 15 kW	<u>\$250</u>
16 to 50 kW	<u>\$350</u>
51 to 100 kW	<u>\$450</u>
101 kW and over	<u>\$450 plus \$7.00 per kW over 101 kW</u>

(I) Generator Permit.

The Generator Permit does not include the individual permits and fees related to the electrical service or gas service connected to the generator. The Generator Permit is based on the wattage of the generator as follows:

<u>Up to 15 kW</u>	<u>\$135</u>
<u>16kW to 25 kW</u>	<u>\$155</u>
<u>26 kW to 100 kW</u>	<u>\$200</u>
<u>101 kW or more</u>	<u>\$285</u>

~~(L)~~(J) Stationary Illuminated Sign Permit.

<u>Up to 100 sq. ft.....</u>	<u>\$80135</u>
<u>101 to 200 sq. ft.....</u>	<u>\$100175</u>
<u>201 to 300 sq. ft.....</u>	<u>\$120210</u>
<u>301 to 500 sq. ft.....</u>	<u>\$140250</u>
<u>501 sq. ft. and over</u>	<u>\$160285</u>

(K) Mobile Sign Permit..... \$40135

4.022.05 Other Services.

- (A) Construction Plan Review..... ~~\$100~~, based on the square footage of the building or structure:
Up to 10,000 sq. ft. \$120
10,001 sq. ft and over..... \$145 per hour
- (B) Certificate of Occupancy (Residential or Commercial), new construction or ~~when requested remodel~~ ~~\$30~~5
- (C) Re-Occupancy Inspection (Commercial), when requested..... \$130
- (D) Inspection, when required due to failure to obtain required permit..... ~~\$50~~75
(The required permit(s) must also be obtained.)
- (E) Inspection, when outside of normal business hours..... ~~\$125~~365
- (F) Reinspection, each occurrence ~~\$50~~135

SECTION 5. ~~Neighborhood Preservation Ordinance~~

~~5.01—The following fees shall be charged for the registration and any reinspection conducted under the Neighborhood Preservation Ordinance:~~

- ~~(A) —An annual Registration Fee in the amount of Seventy seven Dollars (\$77.00) will be assessed for each hotel or rooming house.~~
- ~~(B) —An annual Registration Fee for rental units will be assessed in the amount of Five Dollars (\$5.00) per year. The annual Five Dollars (\$5.00) per year assessment covers all rental units on a parcel of real estate or in a rental unit community as provided by Indiana Code § 36-1-20-5.~~

- (C) ~~An Inspection as defined in Section 6.3.1.11 of the Neighborhood Preservation Ordinance shall be Fifty five Dollars (\$55.00) for the initial inspection of any rental unit. The initial inspection fee will increase to Fifty Dollars (\$50.00) on January 1, 2021 and to Fifty five Dollars (\$55.00) on January 1, 2023.~~
- (D) ~~A Re-Inspection Fee per rental unit or hotel or rooming house beginning with the second follow up inspection and for each subsequent inspection until the rental unit or hotel or rooming house is brought into compliance with the requirements of the Neighborhood Preservation Ordinance shall be billed in accordance with the re-inspection fee set out in Section 4.01 of the Building Department Fee Ordinance.~~
- (E) ~~If an Inspection Fee or Re-Inspection Fee is not paid within forty five (45) days of the City billing, the property owner will be assessed an additional Fifteen Dollar (\$15.00) Late Fee.~~

SECTION 6. ~~Licensing and Registering of Contractors Ordinance~~

6.01 ~~The following fees shall be charged for the licensing and registering of contractors under the Licensing and Registering of Contractors Ordinance.~~

- (A) ~~Annual Electrical/Mechanical Contractor Licensing and Registration..... \$123~~
- (B) ~~Examination/Sponsorship Fee\$42~~

SECTION 3. Fee Increase

The fees set forth in this Ordinance may be increased in accordance with the provisions of Indiana Code § 36-7-2.3-3(2), as amended from time to time.

SECTION 7. SECTION 4. D
Disposition of Fees

7.01 ~~Except as provided in paragraph (A), all fees shall increase three percent (3%) on January 1 each year to the nearest whole dollar amount beginning January 1, 2019. The last three percent (3%) increase will occur on January 1, 2023.~~

(A) ~~The three percent (3%) increase does not apply to the annual Five Dollar (\$5.00) registration fees. Registration fees shall remain at an annual rate of Five Dollars (\$5.00) per year until specifically modified by Ordinance of the Goshen Common Council.~~

In accordance with Indiana Code § 36-7-2.3-3(3), as amended from time to time, all fees that are assessed and collected for an application, permit, inspection, processing, or other service related to the construction or reconstruction of residential buildings, commercial buildings, industrial buildings, any other building or building space, or an appurtenance to a previously described building or building space, shall be deposited into the Development Fee Fund.

7.02 ~~All fees assessed and received for any inspection, registration or other service pertaining to a rental unit shall be deposited into the Residential Lease Fee Fund. All other fees assessed and received pursuant to this Ordinance shall be deposited into the General Fund.~~

~~SECTION 8.~~SECTION 5. D

Definitions

~~8.01~~ The following definitions shall apply in the interpretation of this Ordinance:

~~(A)5.01~~ “Commercial building or structure” shall include all commercial, industrial, institutional and multi-family residential (consisting of three (3) or more dwelling units) buildings or structures, and any accessory building or structure of which the use is incidental to that of the primary commercial building or structure.

~~(B)5.02~~ “Residential building or structure” shall include a building or structure that consists of one- or two-family dwelling units, and any accessory building or structure of which the use is incidental to that of the primary residential building or structure.

~~(C)~~ —“Total project cost” shall mean the cost of all labor and materials used in the project and the value of any materials or labor provided by the owner or the employees of the owner.

~~SECTION 9.~~SECTION 6. O

Other Ordinances

~~6.01~~ The sections of the “Building Code of the City of Goshen, Indiana,” the “Licensing and Registering of Contractors Ordinance in the City of Goshen, Indiana,” the “Neighborhood Preservation Ordinance”, and all other ordinances which contain specific fees are amended by replacing the specific fee amount to a fee in the amount as indicated in the “Building Department Fee Ordinance” that is currently in effect. The following sections of Ordinance 3714, Building Code of the City of Goshen, Indiana, currently codified in Goshen City Code Title 6, Article 1, Chapter 1, are amended to be consistent with this Ordinance:

~~(A)~~ Section 6, Application for Permits;

~~(B)~~ Section 7, Permit Required;

~~(C)~~ Section 8, Permit Duration; and

~~(D)~~ Section 10, Fees and Required Inspections.

~~9.016.02~~ Goshen City Code Title 6, Article 1, Chapter 1, Building Code, and Ordinance 3714, Building Code of the City of Goshen, Indiana, currently codified in Goshen City Code Title 6, Article 1, Chapter 1, shall remain in full force and effect except for such provisions that conflict with the provisions of this Ordinance.

~~9.026.03~~ This Ordinance specifically repeals Ordinance ~~4692~~ 4899, and Ordinance 4919.

~~SECTION 10.~~SECTION 7. S

Severability Clause

The provisions of this Ordinance are severable, and the invalidity of any phrase, clause or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

~~SECTION 11.~~ **SECTION 8.** **E**

ffective Date

~~11.01~~ **8.01** This Ordinance shall be in full force and effect from and after its passage, approval and adoption according to the laws of the State of Indiana.

8.02 Pursuant to Indiana Code § 36-4-6-14(e), the implementation of the building permit fees on new development shall go into effect ninety (90) days after the publication of the notice of adoption of this Ordinance under Indiana Code § 5-3-1. The implementation of all other fees shall go into effect on the same date.

PASSED by the Goshen Common Council on _____, 2026.

Gina M. Leichty, Presiding Officer

ATTEST:

Richard R. Aguirre, Clerk-Treasurer

PRESENTED to the Mayor of the City of Goshen on _____, 2026, at the hour of ____:____
____.m.

Richard R. Aguirre, Clerk-Treasurer

APPROVED and ADOPTED on _____, 2026.

Gina M. Leichty, Mayor

CITY OF GOSHEN | BUILDING DEPARTMENT

Proposed Fee Schedule — FY 2026

Fees Recommended for Change or Addition

Scope: This document lists only permit fees where a change or addition is recommended based on the FY 2026 cost-of-service analysis, plus new permit types not currently in the fee schedule. All proposed fees are set at or below true cost in compliance with HEA 1001. Current fees reflect the last-adopted fee schedule (2023). True costs are calculated using position rates from the City of Goshen Salary Ordinance and the documented cost methodology described in the accompanying Technical Reference.

Service or Fee Category	Current Fee (Last Updated 2023)	True Cost (FY 2026)	Proposed Fee	Recovery (%)
RESIDENTIAL BUILDING PERMIT FEES				
New Construction				
Up to 900 sq. ft.	\$232.00	\$365.70	\$365	100%
901 to 1,500 sq. ft.	\$261.00	\$441.50	\$440	100%
1,501 to 2,500 sq. ft.	\$290.00	\$441.50	\$440	100%
2,501 to 3,000 sq. ft.	\$318.00	\$517.29	\$515	100%
3,001 to 5,000 sq. ft.	\$348.00	\$517.29	\$515	100%
5,001 sq. ft. and over	\$377.00	\$517.29	\$515	100%
Remodeling / Renovation	\$85.00	\$252.00	\$250	99%
Accessory Structure (Detached Garage, Shed, Deck, Pavilion/Gazebo)	\$85.00	\$138.31	\$135	98%
Window (any size)	\$60.00	\$138.31	\$135	98%
Siding (including masonry)	\$60.00	\$119.36	\$115	96%
Roofing (all systems & decking)	\$60.00	\$138.31	\$135	98%
Swimming Pool	\$60.00	\$176.21	\$175	99%
Demolition (any size or type)	\$30.00	\$214.10	\$210	98%
COMMERCIAL BUILDING PERMIT FEES				
Foundation	\$290.00	\$441.50	\$440	100%
New Construction / Addition / Remodeling / Renovation				
Up to 25,000 sq. ft.	\$313.00	\$517.29	\$515	100%
25,001 to 50,000 sq. ft.	\$579.00	\$668.89	\$665	99%
50,001 to 100,000 sq. ft.	\$730.00	\$972.07	\$970	100%

100,001 sq. ft. and over (+ \$0.05 per sq. ft. over 100,001)	\$794.00	\$1,123.67	\$1,120	100%
Siding (including masonry)	\$80.00	\$176.21	\$175	99%
Roofing (all systems & decking)	\$80.00	\$138.31	\$135	98%
Window (any size)	\$60.00	\$138.31	\$135	98%
Demolition				
Up to 20,000 sq. ft.	\$50.00	\$214.10	\$210	98%
20,001 to 50,000 sq. ft.	\$105.00	\$214.10	\$210	98%
50,001 sq. ft. and over	\$134.00	\$289.90	\$285	98%
Storage Tank (Addition or Removal)				
1st Tank	\$93.00	\$214.10	\$210	98%
Each additional tank	\$65.00	\$176.21	\$175	99%
ELECTRICAL, MECHANICAL & PLUMBING PERMIT FEES				
Service Restoration				
Gas Service	\$60.00	\$119.36	\$115	96%
Electrical Permits				
Temporary Electrical Service	\$45.00	\$138.31	\$135	98%
Electrical Rewiring	\$93.00	\$214.10	\$210	98%
Service Panel — Up to 200 Amps	\$80.00	\$176.21	\$175	99%
Service Panel — 201 to 400 Amps	\$93.00	\$214.10	\$210	98%
Service Panel — 401 Amps and over	\$105.00	\$214.10	\$210	98%
Mechanical Permits				
Each Mechanical Unit (heating, cooling, make-up air, refrigeration unit, hood)	\$80.00	\$176.21	\$175	99%
Plumbing Permits				
Residential Plumbing (all fixtures)	\$50.00	\$176.21	\$175	99%
Commercial Plumbing (+ \$5.00 each additional fixture)	\$50.00	\$176.21	\$175	99%
Water Softener	\$30.00	\$138.31	\$135	98%
Water Heater	\$30.00	\$138.31	\$135	98%
OTHER PERMIT FEES				
Fire Suppression / Sprinkling System				
1 to 150 heads	\$60.00	\$176.21	\$175	99%

151 to 300 heads	\$115.00	\$214.10	\$210	98%
301 heads and over	\$232.00	\$289.90	\$285	98%
Mobile Home Placement				
Placement (including concrete footer & foundation)	\$30.00	\$138.31	\$135	98%
Electrical Connection	\$30.00	\$100.41	\$100	100%
Gas Service Connection	\$30.00	\$100.41	\$100	100%
Stationary Signs				
Up to 100 sq. ft.	\$93.00	\$138.31	\$135	98%
101 to 200 sq. ft.	\$115.00	\$176.21	\$175	99%
201 to 300 sq. ft.	\$140.00	\$214.10	\$210	98%
301 to 500 sq. ft.	\$162.00	\$252.00	\$250	99%
502 sq. ft. and over	\$185.00	\$289.90	\$285	98%
Mobile Sign	\$45.00	\$138.31	\$135	98%
Inspection Fees				
Failure to Obtain a Permit	\$60.00	\$75.80	\$75	99%
Reinspection (each occurrence)	\$60.00	\$138.31	\$135	98%
Inspection Outside Normal Business Hours	\$145.00	\$365.70	\$365	100%
Other Fees				
<i>Certificate of Occupancy — new construction, when requested</i>	—	\$31.25	\$30	NEW
NEW PROPOSED FEES — NOT CURRENTLY IN FEE SCHEDULE				
Electric Service Restoration				
<i>Note: No prior ordinance authorization found for Electric Service Restoration. Establishing as a new permit type per Don Shuler 4/16/26.</i>				
<i>Electric Service Restoration</i>	—	\$119.36	\$115	NEW
Ductwork				
<i>0 to 10 ft.</i>	—	\$138.31	\$135	NEW
<i>10 to 40 ft.</i>	—	\$176.21	\$175	NEW
<i>40 to 100 ft. (+ \$15.00 per additional 10 ft.)</i>	—	\$214.10	\$210	NEW
Gas Lines				
<i>0 to 10 ft.</i>	—	\$138.31	\$135	NEW
<i>10 to 40 ft.</i>	—	\$176.21	\$175	NEW

40 to 100 ft. (+ \$10.00 per additional 10 ft.)	—	\$214.10	\$210	NEW
Backup Generators (including first 10 ft. of pipe; air test permit also required)				
Up to 15 KW	—	\$138.31	\$135	NEW
16 KW to 25 KW	—	\$157.26	\$155	NEW
25 KW to 100 KW	—	\$214.10	\$210	NEW
100 KW and up	—	\$289.90	\$285	NEW
Fire Alarm System				
Fire Alarm System	—	\$138.31	\$135	NEW

Prepared by: City of Goshen Building & Legal Department | FY 2026 | All proposed fees are set at or below true cost per HEA 1001. Current fees reflect the 2023 fee schedule. True costs calculated using City of Goshen Salary Ordinance position rates and FY 2026 budget data.

CITY OF GOSHEN | BUILDING DEPARTMENT

Permit Fee Adequacy Study

Supporting Technical Reference for Council Members

FY 2026 | Prepared by the City of Goshen Building & Legal Department

Purpose of this Document: The Council presentation provides a high-level summary of findings and recommendations. This supporting document is intended for Council members who want additional detail on how the cost estimates were calculated, why fees are set where they are, and how to interpret the results. It does not require any financial or accounting background to read.

1. Executive Summary

The City of Goshen Building Department collects fees for the permits and inspections it performs — residential construction, commercial projects, electrical work, plumbing, and more. This study was commissioned to determine whether those fees accurately reflect what it actually costs the city to provide each service.

The short answer: for most permit types, current fees are significantly below true cost. The difference is not free — it is paid out of the city's general fund, meaning all Goshen taxpayers subsidize work.

Key Findings at a Glance

Finding	Amount / Range	Context
FY 2026 Building Department Operating Budget	\$707,082	Basis for all cost calculations
Citywide overhead allocated to Building	\$211,781	2.378% of \$8,906,002 citywide overhead
Overhead rate applied to all hourly rates	30.0%	Added on top of direct staff costs
Average cost recovery on underpriced permits	~40–80%	Varies by permit category
Number of permit categories analyzed	80+	Across all sections of the fee schedule
Current fees reflect	2023 amounts	Fees have not been updated since 2023
New permit types recommended	6	Ductwork, Gas Lines, Backup Generators, Fire Alarm, Certificate of Occupancy, Contractor Licensing

What Council is being asked to do: Review the proposed fee schedule and adopt updated fees that bring cost recovery in line with actual costs. This study provides the basis to do so. The proposed fees

in this study are set at or just below the calculated true cost of each service — the point at which permit applicants, rather than all city taxpayers, bear the cost of the work performed on their behalf.

2. Legal Framework — Indiana Law and HEA 1001

Indiana law governing the fees that local building departments may charge for permit and inspection services establishes two core requirements that this study is designed to satisfy:

✓ REQUIRED

Fees must be reasonably related to the actual cost of providing the service

This means fees should be grounded in a documented, defensible calculation of what it actually costs the city in staff time, benefits, and overhead to process a permit and perform inspections.

✗ PROHIBITED

Fees may not exceed the true cost of service, and may not function as general revenue

The city may not charge more than what the service actually costs — any excess would constitute unlawful revenue generation through the building permit process. HEA 1001 further provides that fees may only be updated once every five years.

What this means in practice:

Every fee in this study was calculated by measuring the real cost of the service — staff time multiplied by a fully burdened hourly rate — and proposed fees are set at or below that calculated cost. Because HEA 1001 limits fee updates to once every five years, it is essential that this study be thorough and that the fee schedule adopted be well-grounded in documented cost.

A comparative benchmarking analysis against peer Indiana municipalities was conducted prior to and alongside this study and identified the Building Department fee schedule as a priority area for review, with Goshen's fees found to be below comparable cities across several key permit categories. This study establishes the legal and financial basis to address those gaps.

3. Why Permit Fees Fall Behind Over Time

Permit fees do not automatically adjust with inflation, changes in employee compensation, or shifts in how much time different permit types require. Without a periodic cost-of-service study, the gap between what fees collect and what services actually cost grows steadily over time.

Common Causes of Fee Erosion

- **Staff compensation increases.** Each year, employee salaries, health insurance premiums, and retirement contributions rise. If fees are not updated to reflect these increases, the cost recovery percentage declines year over year.
- **New benefit or payroll components.** Changes in federal payroll taxes, state retirement (PERF) contribution rates, or health plan structures can meaningfully increase the hourly cost of a staff member.
- **Overhead growth.** As the city invests in shared services — technology systems, administrative staff, facilities — the overhead that each department bears grows. A fee set five years ago does not account for today's overhead environment.

- **Limited update window.** Building permit fees require an affirmative Council action to update. Under HEA 1001, fees may only be adjusted once every five years. Without a scheduled review process, fees can remain at outdated levels for the full allowable period.

What Happens When Fees Are Below Cost

When a permit fee does not cover the city’s true cost of providing the service, the shortfall does not simply disappear. It is absorbed by the general fund — the pool of tax revenue that funds city services for all residents. This creates several problems:

Problem	Why It Matters
Taxpayer Subsidy	Every Goshen resident, business owner, and property taxpayer contributes to covering the cost of permits filed by others. Someone who never applies for a permit still subsidizes those who do.
Legal Justification	Goshen’s current fee schedule has not been formally reviewed against the cost-of-service standard in several years. This study provides the documented cost basis that protects the city if the fee schedule is ever scrutinized.
Department Sustainability	A Building Department whose fee revenue substantially trails its operating cost relies on general fund transfers to function. This dependency reduces budget flexibility citywide and may limit the department’s ability to respond to permitting volume or service needs.

Concrete example: *The current fee for a residential demolition permit is \$30.00 (last updated 2023). The true calculated cost — staff time to process, inspect, and administer the permit — is \$214.10. Every time this permit is issued, the general fund absorbs approximately \$184. If 50 demolition permits are issued in a year, that is \$9,200 transferred from general tax revenue to cover permit costs that could be self-funding.*

4. How True Cost Was Calculated — The Methodology

The core principle is straightforward: the true cost of a permit equals the time it takes to process and inspect it, multiplied by the hourly cost of the staff who perform that work. The methodology was applied consistently across all 80+ permit categories in the fee schedule.

Step 1 — Staff Identification Matrix

The first step was to map every permit type in the fee schedule to the specific staff role or roles involved in processing and inspecting it. For each permit category, the analysis identified:

- Which staff role performs the inspection work (e.g., a Code Compliance Officer for residential and commercial permits)
- Whether administrative staff are also involved in permit intake, scheduling, and documentation processing — which they are for virtually every permit type
- How many hours, on average, that work takes per permit issued

These time estimates are the most judgment-intensive part of the model. They were developed by the Building Department based on actual experience with typical permit complexity. The time estimates form the multiplier that, combined with the hourly rate, produces the per-permit true cost.

Step 2 — Fully Burdened Hourly Rate (FBHR)

Rather than using just base salary to calculate staff cost, this study uses a Fully Burdened Hourly Rate (FBHR) — the true all-in cost to the city for one hour of that employee’s time. Rates are calculated using position rates established in the City of Goshen Salary Ordinance, ensuring the model reflects the documented, authorized cost of each position. The FBHR accounts for every component of compensation:

Component	Rate / Amount	What It Represents
Base Salary	Salary Ordinance	The position’s authorized annual pay per the Salary Ordinance, converted to an hourly rate (÷ 2,080 standard hours)
FICA (Federal payroll tax)	6.20% of wages	The city’s required contribution to Social Security on behalf of each employee
Medicare (Federal payroll tax)	1.45% of wages	The city’s required Medicare contribution — a separate federal payroll obligation
PERF (State retirement)	14.20% of wages	Indiana Public Employees’ Retirement Fund — the city’s required contribution to each employee’s defined benefit pension
Health Insurance	\$22,147.84/yr	The city’s share of each employee’s health insurance premium
Increment Pay	\$2,000/yr	Annual longevity increment pay included in the Salary Ordinance wage calculation
Overhead Loading	30.0% multiplier	The Building Department’s proportional share of citywide shared services — administration, finance, HR, IT, legal, and facilities. See Section 6 for full detail.

Note on vehicle and fuel costs: Inspectors use city-owned vehicles for field work. Vehicle and fuel costs are therefore captured within the citywide overhead allocation rather than attributed to individual employees. They are included in the model — just through the overhead rate rather than as a separate line item in each FBHR.

The FBHR Formula: $FBHR = (Base\ Salary + FICA + Medicare + PERF + Health\ Insurance + Increment) \div 2,080\ hours \times (1 + 30.0\% \text{ overhead})$

Step 3 — Per-Permit True Cost Calculation

Once the FBHR is established for each role, the true cost per permit is calculated by combining the time estimates from Step 1 with the hourly rates from Step 2:

$$True\ Cost\ per\ Permit = (Inspector\ Hours \times Inspector\ FBHR) + (Admin\ Hours \times Admin\ FBHR)$$

For permits involving only one role, the calculation is simply that role’s hours multiplied by its FBHR. For permits requiring both field inspection and administrative processing, both are included.

Worked Example — Residential Demolition Permit

Component	Hours	FBHR	Cost
Code Compliance Officer (field inspection)	2.0 hrs	\$75.80/hr	\$151.59
Administrative Assistant (intake, scheduling, documentation)	1.0 hr	\$62.51/hr	\$62.51
TRUE COST PER PERMIT	3.0 hrs total	—	\$214.10
Current Fee (last updated 2023)	—	—	\$30.00
Gap (general fund subsidy per permit)	—	—	-\$184.10
Proposed Fee	—	—	\$210

5. Staff Roles and Fully Burdened Hourly Rates

The following roles are represented in the Building Department’s staffing for permit-related work. Rates are based on the position rates established in the City of Goshen Salary Ordinance, ensuring the model reflects the documented, authorized compensation for each role.

Role / Position	Primary Function	FBHR	Base/hr	OH/hr
Building Commissioner	Senior oversight, complex permit review, policy interpretation	\$105.93	\$57.17	\$24.44
Code Compliance Officer	Residential and commercial permit inspections — construction, structural, mechanical, plumbing, electrical, code compliance	\$75.80	\$38.15	\$17.49
Administrative Assistant	Permit intake, data entry, applicant coordination, inspection scheduling	\$62.51	\$29.76	\$14.43

How the FBHR is calculated: Base/hr + FICA (6.2%) + Medicare (1.45%) + PERF (14.2%) + Health Insurance (\$10.65/hr) + Increment (\$0.96/hr) = Direct Cost/hr. FBHR = Direct Cost/hr × 1.30 (overhead). Example — Building Commissioner: \$57.17 + \$3.54 + \$0.83 + \$8.12 + \$10.65 + \$0.96 = \$81.27 direct × 1.30 = \$105.65, with the remaining difference to \$105.93 reflecting rounding in component calculations per the Salary Ordinance wage spreadsheet. OH/hr = the overhead component — \$0.30 per \$1.00 of direct staff cost, representing the Building Department’s proportional share of citywide shared services. See Section 6 for the full derivation. Vehicle and fuel costs are captured within overhead; inspectors use city-owned vehicles.

6. Overhead Allocation — Where the 30.0% Comes From

Every city department depends on shared services that keep city government functioning — the finance office that processes payroll, the HR department that manages benefits, the IT systems that run the permit software, the City Hall facilities that house staff, and the legal office that provides counsel. These services are real costs, and they must be recovered somewhere.

The overhead allocation method used in this study — GFOA-standard proportional budget allocation — distributes the cost of these shared services fairly across all departments based on their size.

The Five-Step Calculation

Step	Item	Detail
1	Identify Total Citywide Overhead	\$8,906,002 in documented shared service costs across City Hall — administration, finance, human resources, information technology, legal, and facilities. These costs are not directly attributable to any single operating department; they exist to support the organization as a whole.
2	Sum All Department Direct Operating Budgets	The 11 city departments collectively have \$29,734,842 in direct operating budgets for FY 2026. This total serves as the denominator in the allocation — it tells us what fraction of the whole each department represents.
3	Calculate Building’s Proportional Share	The Building Department’s direct operating budget of \$707,082, divided by the citywide total of \$29,734,842, equals 2.378%. Building is among the smaller departments — it represents roughly 1 in 42 dollars of city operating activity.
4	Allocate Overhead to Building	$\$8,906,002 \times 2.378\% = \$211,781$ in citywide overhead is allocated to the Building Department. Larger departments bear larger shares; smaller departments bear smaller shares. This proportionality is what makes the method legally defensible.
5	Compute the Overhead Rate	$\$211,781$ allocated overhead \div $\$707,082$ direct budget = 29.95%, applied as 30.0% for consistency with the Salary Ordinance wage calculation. For every \$1.00 Building spends on direct staff costs, an additional \$0.30 is needed to cover its fair share of citywide shared services.

Result: 30.0% Overhead Rate

This rate is applied to all FBHRs and is a standard, auditable component of the cost model. It is consistent with Government Finance Officers Association (GFOA) guidance for government cost-of-service studies and ensures Building Department permit fees recover a fair share of citywide overhead without over-recovering.

7. Peer Jurisdiction Benchmarking

Prior to finalizing this study, a comparative review of building permit fees was conducted across six peer Indiana municipalities. To ensure an apples-to-apples comparison, a standard scenario was constructed: a \$450,000, 2,000 square foot residential project and a \$5,000,000, 150,000 square foot commercial project, with identical electrical, plumbing, and mechanical specifications applied uniformly across all jurisdictions. The total permit cost for each scenario was then calculated under each city’s current fee structure.

Jurisdiction	Residential Total	Commercial Total
City of Goshen (current fees)	\$581	\$3,506

City of Goshen (proposed fees)	\$1,140	\$6,150
City of Mishawaka	\$1,665	\$17,345
St. Joseph County / South Bend	\$741	\$5,470
City of Valparaiso	\$853	\$41,077
City of Elkhart	\$445	\$10,025
Allen County / City of Fort Wayne	\$250	\$6,890

The comparison confirms that Goshen’s current fees are among the lowest in the region across both residential and commercial permit categories. The table above also includes a row showing what Goshen’s total permit costs would be under the proposed fee schedule. Even at proposed fees, Goshen remains competitive with peer jurisdictions on residential and is the second lowest of all six cities on commercial — confirming that the proposed increases are grounded in documented cost, not in reaching regional highs.

It is worth noting that several peer jurisdictions use value-based or square footage multiplier formulas, which naturally produce higher fees on larger and more complex projects because the fee scales with project scope. Goshen’s proposed fees are grounded in documented staff time and cost — a straightforward, auditable basis that holds up to scrutiny.

8. Understanding the Fee Comparison Table

The proposed fee schedule document presents five columns for each permit type. Here is what each column means and how to interpret the numbers:

Column	What It Means
Current Fee	The fee currently charged under the existing fee schedule, which was last updated in 2023. This is what applicants pay today.
True Cost	The calculated cost of providing the service — inspector hours × FBHR, plus admin hours × FBHR. This is what the service actually costs the city, documented and auditable.
Proposed Fee	The recommended new fee, set at or just below the true cost. In most cases this is rounded to the nearest \$5 for administrative simplicity. Under HEA 1001, no proposed fee may exceed the true cost.
Recovery %	The percentage of true cost that the proposed fee recovers. A 98% recovery means the proposed fee covers 98 cents of every dollar of true cost — the remaining 2 cents continues to be subsidized by the general fund. The proposed fees are set at or just below 100% recovery — the point at which the service pays for itself rather than drawing on general tax revenue.

9. New Permit Types Being Added to the Fee Schedule

In addition to updating existing fees, this study recommends adding several new permit categories that the Building Department regularly processes but that are not currently reflected in the formal fee schedule. These are not new activities — staff are already performing this work. Formalizing the fees ensures the department is recovering its costs for services it has been providing without charge or under a patchwork of other permit categories.

Permit Type	Proposed Fee	Basis and Notes
Ductwork — 3 size tiers (0–10 ft / 10–40 ft / 40–100 ft)	\$135 / \$175 / \$210	Ductwork inspections require field time proportional to the extent of the installation. Three tiers reflect the realistic time gradient. Proposed fees are set at or below true cost.
Gas Lines — 3 size tiers (0–10 ft / 10–40 ft / 40–100 ft)	\$135 / \$175 / \$210	Gas line inspections are a safety-critical function. Tiered fees reflect inspection time scaling with installation length.
Backup Generators — 4 KW tiers (≤10 KW / 10–25 KW / 25–100 KW / 100 KW+)	\$135 / \$155 / \$210 / \$285	Generator inspections scale with unit size — larger units require more inspection time. An air test permit is also required separately.
Fire Alarm System	\$135	Based on commercial inspection time comparable to similar life-safety system permits. No current fee exists for this permit type.
Certificate of Occupancy (new construction, when requested)	\$30	Administrative processing only; no field inspection required. Based on 0.5 hours of Administrative Assistant time.

10. Frequently Asked Questions

Q: Can Council set fees below the proposed amounts?

The proposed fees represent the recommended amounts based on true cost. Any fee set below the calculated true cost means the difference continues to be absorbed by the general fund — paid for by all city taxpayers rather than by the permit applicant. Indiana law establishes true cost as the ceiling for permit fees.

Q: Why are some proposed fees slightly above the current fee but still below true cost?

Because the goal is to close the gap between current fees and true cost. The proposed fees are set at or near true cost. For a few categories, the proposed fee is marginally above the current fee but still well below true cost, making the increase a step toward full cost recovery.

Q: How often should this analysis be updated?

Under HEA 1001, building permit fees may only be updated once every five years. This makes the current study especially important — the fee schedule adopted now will govern permit costs for the next five years. The model used in this study is designed to be updated efficiently as new compensation and budget data become available when that window opens again.

Q: What is the fiscal impact of adopting the proposed fee schedule?

The Building Department does not project permit volume, so a precise revenue estimate requires additional analysis. However, the directional effect is clear: adopting fees closer to true cost reduces the general fund subsidy for building permit activity.

Q: Are the new proposed fees in addition to existing permit fees?

Yes. The new permit types represent activities that currently either go unpermitted or are grouped into adjacent categories. Formalizing these fees ensures that work the Building Department is already performing is properly compensated.

Q: What is the difference between ‘true cost’ and ‘proposed fee’?

The true cost is the calculated result of time × hourly rate. The proposed fee is the recommended fee, typically rounded to the nearest \$5 for administrative simplicity and set at or just below true cost. Under HEA 1001, no proposed fee may exceed the true cost.

Q: What was the peer benchmarking analysis and what did it find?

A comparative review of fee schedules and permit costs at six peer Indiana municipalities was conducted using a standard project scenario. The analysis found that Goshen’s current fees are among the lowest in the region across both residential and commercial categories, providing additional context for why fees at or near true cost are appropriate and well within regional norms.

Prepared by the City of Goshen Building & Legal Department | FY 2026 | Fee updates subject to HEA 1001 (five-year limitation). Current fees last updated 2023.

ORDINANCE 5258

ELECTRICAL AND MECHANICAL CONTRACTORS LICENSING AND REGISTRATION

WHEREAS, the work of electrical and mechanical contractors is a matter affecting the life, health, and public welfare of the citizens of Goshen, therefore, any person engaging in such work is required to establish his or her competency and qualifications by becoming licensed to perform such work in the City of Goshen;

WHEREAS, in order to safeguard the life, health, and public welfare of the citizens of Goshen, the quality and character of work performed by electrical and mechanical contractors shall be regulated through inspections and the enforcement of building codes; and

WHEREAS, to ensure that City of Goshen Building Department officials have the records necessary to inspect the work of electrical and mechanical contractors, such persons, must register with the City of Goshen and renew the license and registration once every three (3) years.

NOW, THEREFORE, BE IT ORDAINED by the Common Council of the City of Goshen, Indiana that:

SECTION 1. Application for License; Requirements; Fee

- (A) A person acting in the capacity of an Electrical Contractor, Class A Mechanical Contractor, or Class B Mechanical Contractor in the City of Goshen shall be required to first obtain the appropriate license and register with the City of Goshen Building Department.
- (B) To be licensed as an Electrical Contractor, Class A Mechanical Contractor, or Class B Mechanical Contractor in the City of Goshen, a person must:
 - (1) Be at least eighteen (18) years of age.
 - (2) File with the City of Goshen Building Department a written application, on a form provided by the Building Department, that contains information considered necessary to determine the qualifications of the applicant including evidence of the applicant's training, experience, and past work record. The Goshen Building Commissioner may investigate the statements and information included in the application, and if the Building Commissioner finds any statements or information to be untrue, the Building Commissioner may refuse to approve the application and issue a license.
 - (3) Successfully complete an examination approved by the Goshen Building Commissioner. The contents of the examination must, for each license category, test the current level of skills required of persons to be licensed in

that category. A passing score on the examination shall be a score of at least seventy percent (70%). However, if the applicant holds a license for the license category from another locality, a license for that license category may be granted in the City of Goshen without examination, provided that the requirements for the licensing of an Electrical Contractor, Class A Mechanical Contractor, or Class B Mechanical Contractor in the other locality are equal to or greater than the licensing requirements of the City of Goshen, as determined in the sole discretion of the Goshen Building Commissioner.

- (C) Upon filing an application, the person must pay a non-refundable application fee in the amount of Fifty Dollars (\$50). A separate application is required for each license category.

SECTION 2. Licensing and Registration; Renewal; Fee

- (A) The Goshen Building Commissioner shall issue a license to and register a person who meets the requirements under Section 1.
- (B) Any license granted under this ordinance shall be prominently displayed at the Licensee's principal place of business.
- (C) Upon the person's payment of a license and registration fee in the amount of Four Hundred Dollars (\$400.00), the Goshen Building Commissioner will issue a license with an initial term valid for the remaining portion of the then current calendar year, plus two (2) additional calendar years.
- (D) A Licensee in good standing shall have the right, without further examination, to renew their license and registration by filing a renewal application with the Goshen Building Department. Upon receipt of the renewal application and the Licensee's payment of a license and registration fee in the amount of Four Hundred Dollars (\$400.00), the Goshen Building Commissioner will issue a renewal license and registration. The renewal license and registration shall be valid for a period of three (3) calendar years.
- (E) In the event a Licensee fails to renew their license and registration and pay the required fee within thirty (30) days after the expiration of the initial term or any renewal term, the Licensee shall pay a late fee in the amount of One Hundred Fifty Dollars (\$150.00) and the license and registration will be renewed. However, if a license and registration have been expired for six (6) months or more, the person's license is forfeited and the person must reapply for the license pursuant to Section 1.
- (F) If the Building Commissioner refuses to issue a license and register a person under this ordinance, the person whose application was denied may appeal the decision to the Goshen Board of Public Works and Safety, and a hearing will be held before the Board within thirty(30) days.

SECTION 3. Violations

- (A) It shall be a violation of this ordinance for any person to act in the capacity of an Electrical Contractor, Class A Mechanical Contractor, or Class B Mechanical Contractor in the City of Goshen without first obtaining the appropriate license and registering with the City of Goshen Building Department.
- (B) It shall be a violation of this ordinance for any person who fails to renew the individual's license and continues to act in the capacity of an Electrical Contractor, Class A Mechanical Contractor, or Class B Mechanical Contractor in the City of Goshen after the license has expired.
- (C) It shall be a violation of this ordinance for any person to continue to act in the capacity of an Electrical Contractor, Class A Mechanical Contractor, or Class B Mechanical Contractor in the City of Goshen after the person's license has been suspended, revoked, or otherwise restricted pursuant to this ordinance.

SECTION 4. Enforcement and Penalties

- (A) If the Building Commissioner believes that the license of any Electrical Contractor, Class A Mechanical Contractor, or Class B Mechanical Contractor should be suspended, revoked, or otherwise restricted, the Building Commissioner may request that the Board of Public Works and Safety take action by issuing an order to:
 - (1) Suspend the Licensee's license;
 - (2) Revoke the Licensee's license; or
 - (3) Restrict the Licensee's license as deemed appropriate by the Board.
- (B) The Board of Public Works and Safety may take action only after a notice is given to the person whom the order is specifically directed, and a hearing is conducted at least ten (10) days after the date notice is deemed to be given.
 - (1) Notice to the person shall be deemed sufficient if given by:
 - (a) Sending a copy of the order by registered or certified mail to the residence, place of business or employment of the person to be notified with return receipt requested;
 - (b) Delivering a copy of the order personally to the person to be notified;
 - (c) Leaving a copy of the order at the residence or usual place of abode of the person to be notified; or
 - (d) Sending a copy of the order by first class mail to the last known address of the person to be notified.

If a notice described in subdivision (a) is returned undelivered, a copy of the order must be given in accordance with subdivision (b), (c), or (d).

- (2) At the hearing, the person to whom an order has been issued shall be given the opportunity to appear with or without legal counsel, present evidence, cross-examine witnesses, and present arguments.
- (C) Any person aggrieved by a decision of the Building Commissioner or any action of the Board of Public Works and Safety, in refusing to issue, suspending, revoking, or otherwise restricting a license and registration may appeal the decision to any court of competent jurisdiction in Elkhart County, Indiana within thirty (30) days from the date of the Board's action.
- (D) The City of Goshen may bring action to enforce the provisions of this ordinance by filing a complaint in any court of competent jurisdiction within Elkhart County, Indiana.
- (E) Any person violating any provision of this ordinance may be fined an amount not to exceed Two Thousand Five Hundred Dollars (\$2,500), in addition to any court costs, including reasonable attorneys' fees. Each day that a violation occurs or continues shall be deemed a separate offense of this ordinance.

SECTION 5. Definitions

- (A) "Class A Mechanical Contractor" shall mean a person who, for hire, does himself or herself, or by employing others on his or her behalf, erects, installs, alters, repairs, relocates, replaces, maintains, designs or performs any other work to any heating, ventilating, cooling, refrigeration system and other miscellaneous heat-producing appliances, including all appurtenances, apparatus or equipment used in connection therewith. A Class A Mechanical Contractor, however, may not make the electrical connection from the warm air heating unit, air-conditioning unit, or wet/dry heat pump into the main service box.
- (B) "Class B Mechanical Contractor" shall mean a person who, for hire, does himself or herself, or by employing others on his or her behalf, installs, alters, repairs, relocates, replaces, maintains or performs any other work to any heating, ventilating or cooling system, including all appurtenances, apparatus or equipment used in connection therewith exclusively in any mobile home dwelling unit. A Class B Mechanical Contractor, however, may not make the electrical connection from the warm air heating unit, air-conditioning unit, or wet/dry heat pump into the main service box.
- (C) "Electrical Contractor" shall mean a person who, for hire, does himself or herself, or by employing others on his or her behalf, installs, alters, repairs, replaces, designs or performs any work to an electrical system.
- (D) "Licensee" shall mean a person who holds an Electrical Contractor license, Class A Mechanical Contractor license, or Class B Mechanical Contractor license, and is registered with the City of Goshen Building Department pursuant to this ordinance.

SECTION 6. Prior Ordinances

- (A) This ordinance repeals Ordinance 5120, and Ordinance 5243.
- (B) This ordinance also repeals the current codification of Licensing of Mechanical and Electrical Contractors set forth in Goshen City Code Title 6, Article 2, Chapter 1.

SECTION 7. Severability Clause

If any provision of this ordinance shall be held invalid, such provision shall be deemed severable and the invalidity thereof shall not affect the remaining provisions of this ordinance.

SECTION 8. Effective Date

This ordinance shall become and remain in full force and effect upon its passage and adoption.

PASSED by the Goshen Common Council on _____, 2026.

Gina M. Leichty, Presiding Officer

ATTEST:

Richard R. Aguirre, Clerk-Treasurer

PRESENTED to the Mayor of the City of Goshen on _____, 2026,
at the hour of ____:____ __.m.

Richard R. Aguirre, Clerk-Treasurer

APPROVED and ADOPTED on _____, 2026.

Gina M. Leichty, Mayor

ORDINANCE 5120258#

~~AN ORDINANCE AMENDING ORDINANCE NUMBER 3757, AS AMENDED BY ORDINANCE NUMBER 4702, TO ALLOW FLEXIBILITY IN LICENSING AND REGISTERING OF ELECTRICAL AND MECHANICAL CONTRACTORS~~ LICENSING AND REGISTRATION

WHEREAS, the work of electrical and mechanical contractors is a matter affecting the life, health, and public welfare of the citizens of Goshen, therefore, any ~~individual person~~ engaging in such work is required to ~~show proof of establish~~ his or her competency and qualifications by becoming licensed to perform such work in the City of Goshen;

WHEREAS, in order to safeguard the life, health, and public welfare of ~~City of Goshen the~~ citizens of Goshen, the quality and character of work performed by electrical and mechanical contractors shall be regulated through inspections and the enforcement of building codes; ~~and~~

WHEREAS, to ensure that City of Goshen Building Department officials have the records necessary to inspect the work of electrical and mechanical contractors, such ~~individual persons~~, must register with the City of Goshen and renew the license and registration once every three (3) years; ~~and.~~

~~WHEREAS, it is desirable to make the issuance of electrical and mechanical contractor licenses flexible to allow the Board of Public Works and Safety to designate the City of Goshen Building Commissioner, or other qualified individual, to review and issue such licenses.~~

NOW, THEREFORE, BE IT ORDAINED by the Common Council of the City of Goshen, Indiana that ~~Ordinance Number 3757, as amended by Ordinance Number 4702, shall be amended to read as follows:~~

SECTION 1. Title

~~This ordinance shall be more commonly known as the "Licensing and Registering of Contractors Ordinance of the City of Goshen, Indiana."~~

SECTION 2. Definitions

- ~~(A) "Board of Works" shall refer to the City of Goshen Board of Public Works and Safety.~~
- ~~(B) "Building Commissioner" shall refer to the City of Goshen Building Commissioner.~~
- ~~(C) "Class A Mechanical Contractor" shall refer to any individual who, for hire, does himself or herself, or by employing others on his or her behalf, erects, installs, alters, repairs, relocates, replaces, maintains, designs or performs any other work to any heating, ventilating, cooling, refrigeration system and other miscellaneous heat-producing appliances, including all appurtenances, apparatus or equipment used in connection therewith. A Class A Mechanical Contractor, however, may not make the electrical connection from the warm air heating unit, air conditioning unit, or wet/dry heat pump into the main service box.~~
- ~~(D) "Class B Mechanical Contractor" shall refer to any individual who, for hire, does himself or herself, or by employing others on his or her behalf, installs, alters, repairs, relocates, replaces, maintains or performs any other work to any heating, ventilating or cooling~~

system, including all appurtenances, apparatus or equipment used in connection therewith exclusively in any mobile home dwelling unit. A Class B Mechanical Contractor, however, may not make the electrical connection from the warm air heating unit, air conditioning unit, or wet/dry heat pump into the main service box.

- (E) ~~“Electrical Contractor” shall refer to any individual who, for hire, does himself or herself, or by employing others on his or her behalf, installs, alters, repairs, replaces, designs or performs any work to an electrical system.~~
- (F) ~~“Licensee” shall refer to any individual who holds an Electrical Contractor license, Class A Mechanical Contractor license, or Class B Mechanical Contractor license, and is registered with the City of Goshen Building Department pursuant to this ordinance.~~

SECTION 3. Licensing and Registering Required; Display

- (A) ~~Any individual acting in the capacity of an Electrical Contractor, Class A Mechanical Contractor, or Class B Mechanical Contractor in the City of Goshen, Indiana shall be required to first obtain the appropriate license and register with the City of Goshen Building Department.~~
- (B)(A) ~~Any license granted under this ordinance shall be prominently displayed at the Licensee’s principal place of business.~~

SECTION 4. SECTION 1. Application for License; and Licensing Requirements; Fee

- (A) Any individual person acting in the capacity of an Electrical Contractor, Class A Mechanical Contractor, or Class B Mechanical Contractor in the City of Goshen, Indiana shall be required to first obtain the appropriate license and register with the City of Goshen Building Department.
- (A)(B) ~~An individual at least eighteen (18) years of age desiring t~~o be licensed as an Electrical Contractor, Class A Mechanical Contractor, or Class B Mechanical Contractor in the City of Goshen must meet the following qualifications, a person must:
 - (1) Be at least eighteen (18) years of age.
 - (2) File with the City of Goshen Building Department a written application, on a form provided by the Building Department, that contains information considered necessary to determine the qualifications of the applicant; including Provide to the City of Goshen Building Department evidence of the applicant’s training, experience, and past work record. The Goshen Building Commissioner may investigate the statements and information included in the application, and if the Building Commissioner finds any statements or information to be untrue, the Building Commissioner may refuse to approve the application and issue a license.
 - (3) Successfully complete an examination approved by the City of Goshen Building Department Commissioner;. The contents of the examination must, for each license category, test the current level of skills required of persons to be licensed in that category. A passing score on the examination shall be a score of at least seventy percent (70%). However, unless if the applicant holds a license for the license category from another locality, in which case the appropriate a license for that license category may be granted in the City of Goshen without examination, provided that the requirements for the licensing of an Electrical Contractor, Class A Mechanical Contractor, or Class B Mechanical Contractor in the other locality

are equal to or greater than the licensing requirements in force in of the City of Goshen, as determined in the sole discretion of the Goshen Building Commissioner.

~~(B)(C)~~ Upon filing an application, the person must pay a non-refundable application fee in the amount of Fifty Dollars (\$50). A separate application is required for each license category.

SECTION 5. Examinations

~~(A)~~ Applicants for a license as an Electrical Contractor, Class A Mechanical Contractor, or Class B Mechanical Contractor must pass an examination approved by the Building Commissioner. The contents of the examination must, for each license category, test the current level of skills required of individuals to be licensed in that category.

~~(B)~~ A passing score on the examination approved by the Building Commissioner shall be considered a score of seventy percent (70%) or better.

~~(C)~~ A non-refundable administrative fee in the amount required by the current City of Goshen Building Department Fee Ordinance shall accompany an application to take an examination for each licensing category.

SECTION 6. SECTION 2. Licensing Approval and Registration; Renewal; Fee

~~(A)~~ The Board of Works, or the designee of the Board, Goshen Building Commissioner shall issue a license to an Electrical Contractor, a Class A Mechanical Contractor or to a Class B Mechanical Contractor and register a person who meets the requirements under Section 1 and is found to be responsibly qualified based on the information submitted to the Building Commissioner.

~~(B)~~ Any license granted under this ordinance shall be prominently displayed at the Licensee's principal place of business.

~~(A)~~ If a designee of the Board of Works refuses to grant or issue a license and register the applicant under this ordinance, the individual whose application was denied may appeal to the Board of Works, and a hearing will be held before the Board within fifteen (15) days.

~~(B)~~ New applicants scoring seventy percent (70%) or better on the licensing examination approved by the Building Commissioner shall be approved for a license, provided that the applicant provides to the Building Commissioner all requested information regarding the applicant's training, experience, and past work record.

~~(C)~~ New applications who hold an Electrical Contractor, Class A Mechanical Contractor, or Class B Mechanical Contractor license in another locality shall be approved for a license, provided that each applicant provides to the Building Commissioner all requested information regarding the applicant's training, experience, past work record, and written verification from the other locality where the applicant has met the requirements for the licensing of an Electrical Contractor, Class A Mechanical Contractor, or Class B Mechanical Contractor, and that those requirements are equal to or greater than the requirements in force in the City of Goshen.

~~(C)~~ The Board of Works, or the designee of the Board, shall authorize the Building Commissioner to issue an initial license, as appropriate, and register the applicant. Each Upon the person's payment of a license and registration fee in the amount of Four Hundred Dollars (\$400.00), new the Goshen Building Commissioner will issue a license

~~will be issued with an initial term valid~~ for the remaining portion of the then current calendar year, ~~and plus~~ two (2) additional calendar years.

- (D) ~~Any Licensee in good standing shall have the right, without further examination or approval, to renew their license and registration by filing an renewal application with the City of Goshen Building Department. Upon receipt of the renewal application for renewal and the Licensee's payment of the required renewal fee in the amount indicated in the applicable City of Goshen Building Department Fee Ordinance a license and registration fee in the amount of Four Hundred Dollars (\$400.00), the Goshen Building Commissioner shall will issue issue to the applicant a renewal a renewal license and registration. The renewal license and registration shall be valid for a period of three (3) calendar years.~~
- (E) ~~In the event any Licensee fails to renew their license and registration and pay the required fee within thirty (30) days of receiving a written notice to renew the license after the expiration of the initial term or any renewal term, the Licensee shall pay a late fee equal to the late fee for registration of units established by the Goshen Building Department Fee Ordinance for the Neighborhood Preservation Ordinance for registration of units in the amount of One Hundred Fifty Dollars (\$150.00) and the license and registration will be renewed. However, no late fee will be imposed as long as the renewal fee is paid by February 28 of the year in which the renewal is due. However, if a license and registration have been expired for six (6) months or more, the person's license is forfeited and the person must reapply for the license pursuant to Section 1.~~
- (F) ~~All new applicants seeking licensing under this ordinance are required to pay the three (3) year licensing fee in the current amount indicated in the City of Goshen Building Department Fee Ordinance.~~
- (G) ~~If a designee of the Board of Works refuses to grant or issue a license and register the applicant under this ordinance, the individual whose application was denied may appeal to the Board of Works, and a hearing will be held before the Board within fifteen (15) days.~~
- (F) ~~If a designee of the Board of Works the Building Commissioner refuses to grant or issue a license and register the applicant a person under this ordinance, the individual person whose application was denied may appeal the decision to the Goshen Board of Public Works and Safety, and a hearing will be held before the Board within thirty-fifteen (30-15) days.~~

SECTION 7. License Renewal and Registration Requirements

- (A) ~~Every license and registration issued under this ordinance shall expire December 31 of the last year for which the license is valid.~~
- (B)(A) ~~Any Licensee in good standing shall have the right, without further examination or approval, to renew their license and registration by filing an application with the City of Goshen Building Department. Upon receipt of the application for renewal and payment of the required renewal fee in the amount indicated in the applicable City of Goshen Building Department Fee Ordinance, the Building Commissioner shall issue to the applicant a renewal license and registration.~~
- (C) ~~Each renewed license shall be issued for the remaining portion of the then current calendar year and two (2) additional calendar years and will be charged three (3) times the annual fee.~~
- (D)(A) ~~In the event any Licensee fails to renew their license within thirty (30) days of receiving a written notice to renew the license, the Licensee shall pay a late fee equal to the late fee~~

~~for registration of units established by the Goshen Building Department Fee Ordinance for the Neighborhood Preservation Ordinance for registration of units. However, no late fee will be imposed as long as the renewal fee is paid by February 28 of the year in which the renewal is due.~~

SECTION 8. Expiration, Suspension, Revocation, or Restriction of License

~~Any license issued pursuant to this ordinance may be expired, suspended, revoked or otherwise restricted by the Goshen Board of Public Works and Safety if:~~

- ~~(A) A Licensee has employed or knowingly cooperated in fraud or deceit in order to obtain a license to practice as an Electrical Contractor, Class A Mechanical Contractor, or Class B Mechanical Contractor.~~
- ~~(B) A Licensee has engaged in fraud, deceit or other misconduct in the course of providing services to clients in the City of Goshen as an Electrical Contractor, Class A Mechanical Contractor, or Class B Mechanical Contractor.~~
- ~~(C) A Licensee has violated any ordinance, code or law regulating work and services provided by Electrical Contractors, Class A Mechanical Contractors or Class B Mechanical Contractors, as appropriate.~~
- ~~(D) A Licensee ceases to be an Electrical Contractor, Class A Mechanical Contractor, or Class B Mechanical Contractor, as appropriate.~~

SECTION 9. SECTION 3. Violations

- (A) It shall be a violation of this ordinance for any individual person to act in the capacity of an Electrical Contractor, Class A Mechanical Contractor, or Class B Mechanical Contractor in the City of Goshen, ~~Indiana~~ without first obtaining the appropriate license and registering with the City of Goshen Building Department.
- (B) It shall be a violation of this ordinance for any individual person who fails to renew the individual's license and continues to act in the capacity of an Electrical Contractor, Class A Mechanical Contractor, or Class B Mechanical Contractor in the City of Goshen, ~~Indiana~~ after the license has expired.
- (C) It shall be a violation of this ordinance for any individual person to continue to act in the capacity of an Electrical Contractor, Class A Mechanical Contractor, or Class B Mechanical Contractor in the City of Goshen, ~~Indiana~~ after the individual person's license has been suspended, ~~or~~ revoked, or otherwise restricted pursuant to this ordinance.

SECTION 10. SECTION 4. Enforcement and Penalties

- (A) If the Building Commissioner believes that the license of any Electrical Contractor, Class A Mechanical Contractor, or Class B Mechanical Contractor should be suspended, revoked, or otherwise restricted, the Building Commissioner may request that the Board of Public Works and Safety take action by issuing an order to:
 - (1) Suspend the Licensee's license;
 - (2) Revoke the Licensee's license; or
 - (3) Restrict the Licensee's license as deemed appropriate by the Board ~~of Works.~~

- (B) The Board of Public Works and Safety may take action only after a notice is given to the individual person whom the order is specifically directed, and a hearing is conducted at least ten (10) days after the date notice is deemed to be given.
- (1) Notice to the individual person shall be deemed sufficient if given by:
- (a) Sending a copy of the order by registered or certified mail to the residence, place of business or employment of the individual person to be notified with return receipt requested;
 - (b) Delivering a copy of the order personally to the individual person to be notified; ~~or~~
 - (c) Leaving a copy of the order at the residence or usual place of abode of the individual person to be notified; or-
 - (d) Sending a copy of the order by first class mail to the last known address of the person to be notified.
- (e) If a notice described in subdivision (a) is returned undelivered, a copy of the order must be given in accordance with subdivision (b), (c), or (d).
- (2) At the hearing, the individual person to whom an order has been issued shall be given the opportunity to appear with or without legal counsel, present evidence, cross-examine witnesses, and present arguments.
- (C) Any individual person aggrieved by a decision of the Building Commissioner or any action of the Board of Public Works and Safety, ~~or the Board's designee~~, in refusing to issue, suspending, revoking, or otherwise restricting a license and ~~certificate of~~ registration may appeal the decision to any court of competent jurisdiction in Elkhart County, Indiana within thirty (30) days from the date of the Board's action.
- (D) The City of Goshen may bring action to enforce the provisions of this ordinance by filing a complaint in any court of competent jurisdiction within Elkhart County, Indiana.
- (E) Any individual person violating any provisions of this ordinance may be fined an amount not to exceed ~~Five Hundred Dollars (\$500)~~ Two Thousand Five Hundred Dollars (\$2,500), in addition to any court costs, including reasonable attorneys' fees. Each day that a violation occurs or continues shall be deemed a separate offense of this ordinance.

SECTION 5. Definitions

- (A) "Class A Mechanical Contractor" shall mean a person who, for hire, does himself or herself, or by employing others on his or her behalf, erects, installs, alters, repairs, relocates, replaces, maintains, designs or performs any other work to any heating, ventilating, cooling, refrigeration system and other miscellaneous heat-producing appliances, including all appurtenances, apparatus or equipment used in connection therewith. A Class A Mechanical Contractor, however, may not make the electrical connection from the warm air heating unit, air-conditioning unit, or wet/dry heat pump into the main service box.
- (B) "Class B Mechanical Contractor" shall mean a person who, for hire, does himself or herself, or by employing others on his or her behalf, installs, alters, repairs, relocates, replaces, maintains or performs any other work to any heating, ventilating or cooling system, including all appurtenances, apparatus or equipment used in connection therewith exclusively in any mobile home dwelling unit. A Class B Mechanical Contractor, however,

may not make the electrical connection from the warm air heating unit, air-conditioning unit, or wet/dry heat pump into the main service box.

(C) “Electrical Contractor” shall mean a person who, for hire, does himself or herself, or by employing others on his or her behalf, installs, alters, repairs, replaces, designs or performs any work to an electrical system.

(D) “Licensee” shall mean a person who holds an Electrical Contractor license, Class A Mechanical Contractor license, or Class B Mechanical Contractor license, and is registered with the City of Goshen Building Department pursuant to this ordinance.

SECTION 11. SECTION 6. Repeal of Prior Ordinances

(A) This ordinance repeals Ordinance ~~Number 3757~~ and Ordinance Number 4702 5120, and Ordinance 5243.

(B) This ordinance also repeals the current codification of Licensing of Mechanical and Electrical Contractors set forth in Goshen City Code Title 6, Article 2, Chapter 1.

SECTION 12. SECTION 7. Severability Clause

If any provision of this ordinance shall be held invalid, such provision shall be deemed severable and the invalidity thereof shall not affect the remaining provisions of this ordinance.

SECTION 13. SECTION 8. Effective Date

This ordinance shall become and remain in full force and effect upon its passage and adoption.

PASSED by the Goshen Common Council on _____, 2026.

Gina M. Leichty, Presiding Officer

ATTEST:

Richard R. Aguirre, Clerk-Treasurer

PRESENTED to the Mayor of the City of Goshen on _____, 2026, at the hour of ____:____.m.

Richard R. Aguirre, Clerk-Treasurer

APPROVED and ADOPTED on _____, 2026.

Gina M. Leichty, Mayor

ORDINANCE 5259

RENTAL REGISTRATION AND INSPECTION FEES

WHEREAS, the Goshen Building Department is authorized by the Neighborhood Preservation Ordinance, as amended from time to time, to assess fees for the registration of hotels, rooming houses, and housing rental units.

WHEREAS, the Goshen Building Department is also authorized to assess fees for certain inspections conducted pursuant to the City of Goshen's rental registration and inspection program.

WHEREAS, an internal review of the existing fee schedule has determined that revisions are necessary to ensure such fees reasonably reflect and recover the cost of services provided by the Goshen Building Department.

NOW, THEREFORE, BE IT ORDAINED by the Common Council of the City of Goshen, Indiana, that the Goshen Building Department shall assess and collect fees for rental registrations and inspections in accordance with the following schedule and as authorized by the Neighborhood Preservation Ordinance, as amended from time to time:

SECTION 1. Registration Fees

- 1.01 Hotel or Rooming House Registration. The owner of each hotel or rooming house shall be assessed a registration fee in the amount of Seventy-nine Dollars (\$79.00) per year. The initial registration and each renewal registration are valid for a period of one (1) year.
- 1.02 Rental Unit Registration. The owner of a rental unit shall be assessed a registration fee in the amount of Five Dollars (\$5.00) per year. The initial registration is valid for a period of one (1) year. The owner of a rental unit shall be assessed a subsequent registration fee in the amount of Ten Dollars (\$10.00). Each subsequent registration is valid for a period of two (2) years. The registration fee covers all rental units on a parcel of real estate or in a rental unit community as provided by Indiana Code § 36-1-20-5.

SECTION 2. Inspection Fees

- 2.01 Hotel or Rooming House Inspection Fee. The owner of a hotel or rooming house shall be assessed an initial inspection fee of Seventy-Five Dollars (\$75.00) for the initial inspection and first follow-up inspection of any hotel or rooming house.
- 2.02 Rental Unit Inspection Fee. The owner of a rental unit shall be assessed an inspection fee of Seventy-Five Dollars (\$75.00) for the initial inspection and first follow-up inspection of any rental unit.
- 2.03 Reinspection Fee. The owner of a rental unit or of a hotel or rooming house shall be assessed a reinspection fee of One Hundred Thirty-Five Dollars (\$135.00) for the second follow-up inspection and each subsequent reinspection of any rental unit or any hotel or rooming house.

SECTION 3. Late Fees

In the event a registration fee, inspection fee, or reinspection fee is not paid within thirty (30) days of the City billing date, the owner will be assessed a late fee in the amount of Fifty-five Dollars (\$55.00).

SECTION 4. Disposition of Fees

- 4.01 Residential Lease Fee Fund. In accordance with Indiana Code § 36-1-20-3, all fees assessed and collected pertaining exclusively to a rental unit or rental unit community shall continue to be deposited into the Residential Lease Fee Fund.
- 4.02 General Fund. All other fees assessed and received pursuant to this Ordinance shall be deposited into the General Fund.

SECTION 5. Other Ordinances

- 5.01 This Ordinance repeals Ordinance 4899, Building Department Fee Ordinance, Section 5, Neighborhood Preservation Ordinance, as amended by Ordinance 5001.
- 5.02 This Ordinance amends Ordinance 5001, Repealing, Replacing and Modifying Portions of the Neighborhood Preservation Ordinance and Building Department Fee Ordinance, to be consistent with the provisions of this Ordinance.

SECTION 6. Severability Clause

The provisions of this Ordinance are severable, and the invalidity of any phrase, clause or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

SECTION 7. Effective Date

This Ordinance shall be in full force and effect from and after its passage, approval and adoption according to the laws of the State of Indiana.

PASSED by the Goshen Common Council on _____, 2026.

Gina M. Leichty, Presiding Officer

ATTEST:

Richard R. Aguirre, Clerk-Treasurer

PRESENTED to the Mayor of the City of Goshen on _____, 2026, at the hour of ____:____
____.m.

Richard R. Aguirre, Clerk-Treasurer

APPROVED and ADOPTED on _____, 2026.

Gina M. Leichty, Mayor

ORDINANCE 5265

Amend Animal Control Ordinance

WHEREAS the City of Goshen Common Council adopted Code Title 3, Article 1, Chapter 1 and Chapter 2 to regulate domestic animals running at large and the impoundment of such animals; and

WHEREAS the City deems it advisable to amend regulations for the impoundment of domestic animals to reduce the required period for holding a domestic animal from Five (5) days to Three (3) days.

NOW, THEREFORE, BE IT ORDAINED by the Common Council of the City of Goshen, Indiana, that Code Title 3, Article 1, Chapter 1 and Chapter 2 be amended to read as follows:

Title 3. HEALTH AND PUBLIC SAFETY

Article 1. Animal Control

Chapter 1. In General

Section 1. Running at large.

(a) No person shall suffer, permit, or allow any animal or any dog, cat, or other domestic animal or pet to run at large within the City limits. For purposes of definition, any such animal or dog, cat or other domestic animal or pet which is untethered shall be determined to be "running at large."

(b) All animals found running at large shall be impounded.

(c) The owner of any animal shall be responsible for any damage to the person or property of others caused by said animal while running at large.

Section 2. Exposed to disease. All animals which are afflicted with a contagious or infectious disease and have been found at large, or have come into contact with, or exposed to any public place, shall be placed in an animal shelter provided for that purpose by contract or otherwise by the City.

Section 3. Keeping livestock, fowl, or wild animals. It shall be unlawful for any person to have, keep, or otherwise maintain within the corporate limits of the City of Goshen, any livestock, fowl or wild animal excepting domestic animals, unless such livestock, fowl or wild animal is confined not less than one hundred fifty (150) feet from the residence of any other person; provided, however, that no such livestock, fowl or wild animal shall be so kept or maintained if noxious and/or offensive odors are caused to enter upon and cross the real estate owned and/or occupied by another; provided further that any animal of any type may be kept in a zoological garden which must be set up in a prescribed area zoned for such purposes; provided further that chickens may be kept, possessed or maintained only in accordance with Chapter 4 of this Code article.

Section 4. Harboring vicious animal.

(a) It shall be unlawful for any person to keep or harbor any cross, vicious, or unruly animal.

(b) The members of the police department are authorized to kill any dangerous or vicious animal when it is necessary for the protection of any person or property.

Section 5. Animals disturbing the peace. No person, firm, or corporation owning or harboring any dog, cat or other domestic animal or pet shall suffer or permit such animal to disturb the peace or quiet of the neighborhood by barking or making other loud or unusual noise.

Section 6. Noxious odors.

(a) No person shall have, keep, or otherwise harbor any dog, cat or other domestic animal or pet in the City of Goshen if noxious and/or offensive odors are thereby caused to enter upon or across the real estate owned or occupied by another or upon or across any public right-of-way.

(b) It shall be the duty of the owner of the property where any violation exists to eliminate the violation by removing the substances, materials or animal excrements giving rise to any odor and to maintain the premises free from such unwholesome substances. Should the owner, upon proper notice in writing, fail or refuse to remove the violation, the City may enter upon the premises where the violation exists and abate the violation by removing the substances, materials or animal excrement giving rise to the offensive odors and by impounding the animal found on the premises. The animal so impounded shall be placed in an animal shelter provided for that purpose.

Section 7. Securing animals.

(a) It shall be unlawful for any person to leave unattended, any horse or other animal which is hitched to any vehicle in any of the streets or alleys without securely fastening them to some object to prevent them from running away.

(b) It shall be unlawful for any person to tie any horse or other animal within said City without securing the same so that it cannot go upon or over any sidewalk.

(c) It shall be unlawful to hitch any horse or other animal or animals to any shade tree upon or along any street or alley.

Chapter 2. Impoundment

Section 1. **Redemption.** The owner of any animals impounded pursuant to this Code article may, within Three (3) days after the impoundment redeem the animal by paying all the expenses incident to impounding such animal, caring for the animal and paying any lawfully imposed and unpaid license fees for such animals that have accrued up to the time of redemption. It shall be the duty of such impounding authority to release such animal to the owner.

Section 2. **Disposition when not redeemed.** Any animal impounded pursuant to the provisions of this Code article which is not redeemed by its owner within five (5) days after it has been impounded may, at the election of the impounding supervisor, be sold or destroyed in a humane manner.

Section 3. **Vaccination of dogs required.** No dog impounded for running at large shall be released to any person unless said dog shall, prior to such release, have received vaccination for rabies, and the person receiving said animal upon release has paid the cost of such vaccination.

Section 4. **Definitions.** The following terms and phrases shall apply in the interpretation and enforcement of this Code article:

(a) **LIVESTOCK and FOWL.** Livestock and fowl shall be construed to mean all animals and fowl that provide food and/or are beasts of burden such as cattle of all species, cows, bulls, horses, mules, ponies, burros, goats, sheep, hogs, chickens, ducks, and any other animals of a similar kind, nature, type or use.

(b) **DOMESTIC AMIMALS.** Domestic animals shall be construed to be dogs, cats, parakeets, canaries and other small animals or birds which are normally kept within the living quarters of an abode.

(c) **WILD ANIMALS.** Wild animals shall be construed to mean all poisonous reptiles or any other dangerous or carnivorous wild animal or reptiles, any vicious or dangerous domesticated animals or any other animal or reptile of wild, vicious, or dangerous propensities. This term shall include but not be restricted to apes, bears, constrictor snakes over six (6) feet in length, coyotes, deer, foxes, gamecocks and other fighting birds, monkeys, and wolves.

Section 5. **Effective Date.**

This ordinance shall be in full force and effect from and after its passage, approval, and adoption according to the laws of the State of Indiana.

Section 6. **Other Ordinances.**

All ordinances and parts of ordinances inconsistent or in conflict with the terms of this Ordinance are repealed to the extent of the inconsistency or conflict, including any parts of Ordinances 432, 905, 1477, 2373, and 2805.

Section 7. **Severability.**

The provisions of this Ordinance are severable, and the invalidity of any phrase, clause, or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

Section 8.

PASSED by the Goshen Common Council on June _____ 2026.

Gina M. Leichty, Presiding Officer

ATTEST:

Richard R. Aguirre, Clerk-Treasurer

PRESENTED to the Mayor of the City of Goshen on June _____, 2026, at the
hour of ____: ____ __. m.

Richard R. Aguirre, Clerk-Treasurer

APPROVED and ADOPTED on June _____, 2026.

Gina M. Leichty, Mayor

ORDINANCE 5265

Amend Animal Control Ordinance

WHEREAS the City of Goshen Common Council adopted Code Title 3, Article 1, Chapter 1 and Chapter 2 to regulate domestic animals running at large and the impoundment of such animals; and

WHEREAS the City deems it advisable to amend regulations for the impoundment of domestic animals to reduce the required period for holding a domestic animal from Five (5) days to Three (3) days.

NOW, THEREFORE, BE IT ORDAINED by the Common Council of the City of Goshen, Indiana, that Code Title 3, Article 1, Chapter 1 and Chapter 2 be amended to read as follows:

Title 3. HEALTH AND PUBLIC SAFETY

Article 1. Animal Control

Chapter 1. In General

Section 1. Running at large.

(a) No person shall suffer, permit, or allow any animal or any dog, cat, or other domestic animal or pet to run at large within the City limits. For purposes of definition, any such animal or dog, cat or other domestic animal or pet which is untethered shall be determined to be "running at large."

(b) All animals found running at large shall be impounded.

(c) The owner of any animal shall be responsible for any damage to the person or property of others caused by said animal while running at large.

Section 2. Exposed to disease. All animals which are afflicted with a contagious or infectious disease and have been found at large, or have come into contact with, or exposed to any public place, shall be placed in an animal shelter provided for that purpose by contract or otherwise by the City.

Section 3. Keeping livestock, fowl, or wild animals. It shall be unlawful for any person to have, keep, or otherwise maintain within the corporate limits of the City of Goshen, any livestock, fowl or wild animal excepting domestic animals, unless such livestock, fowl or wild animal is confined not less than one hundred fifty (150) feet from the residence of any other person; provided, however, that no such livestock, fowl or wild animal shall be so kept or maintained if noxious and/or offensive odors are caused to enter upon and cross the real estate owned and/or occupied by another; provided further that any animal of any type may be kept in a zoological garden which must be set up in a prescribed area zoned for such purposes; provided further that chickens may be kept, possessed or maintained only in accordance with Chapter 4 of this Code article.

Section 4. Harboring vicious animal.

(a) It shall be unlawful for any person to keep or harbor any cross, vicious, or unruly animal.

(b) The members of the police department are authorized to kill any dangerous or vicious animal when it is necessary for the protection of any person or property.

Section 5. Animals disturbing the peace. No person, firm, or corporation owning or harboring any dog, cat or other domestic animal or pet shall suffer or permit such animal to disturb the peace or quiet of the neighborhood by barking or making other loud or unusual noise.

Section 6. Noxious odors.

(a) No person shall have, keep, or otherwise harbor any dog, cat or other domestic animal or pet in the City of Goshen if noxious and/or offensive odors are thereby caused to enter upon or across the real estate owned or occupied by another or upon or across any public right-of-way.

(b) It shall be the duty of the owner of the property where any violation exists to eliminate the violation by removing the substances, materials or animal excrements giving rise to any odor and to maintain the premises free from such unwholesome substances. Should the owner, upon proper notice in writing, fail or refuse to remove the violation, the City may enter upon the premises where the violation exists and abate the violation by removing the substances, materials or animal excrement giving rise to the offensive odors and by impounding the animal found on the premises. The animal so impounded shall be placed in an animal shelter provided for that purpose.

Section 7. Securing animals.

(a) It shall be unlawful for any person to leave unattended, any horse or other animal which is hitched to any vehicle in any of the streets or alleys without securely fastening them to some object to prevent them from running away.

(b) It shall be unlawful for any person to tie any horse or other animal within said City without securing the same so that it cannot go upon or over any sidewalk.

(c) It shall be unlawful to hitch any horse or other animal or animals to any shade tree upon or along any street or alley.

Chapter 2. Impoundment

Section 1. **Redemption.** The owner of any animals impounded pursuant to this Code article may, within ~~five (5)~~Three (3) days after the impoundment redeem the animal by paying all the expenses incident to impounding such animal, caring for the animal and paying any lawfully imposed and unpaid license fees for such animals that have accrued up to the time of redemption. It shall be the duty of such impounding authority to release such animal to the owner.

Section 2. **Disposition when not redeemed.** Any animal impounded pursuant to the provisions of this Code article which is not redeemed by its owner within five (5) days after it has been impounded may, at the election of the impounding supervisor, be sold or destroyed in a humane manner.

Section 3. **Vaccination of dogs required.** No dog impounded for running at large shall be released to any person unless said dog shall, prior to such release, have received vaccination for rabies, and the person receiving said animal upon release has paid the cost of such vaccination.

Section 4. **Definitions.** The following terms and phrases shall apply in the interpretation and enforcement of this Code article:

(a) **LIVESTOCK and FOWL.** Livestock and fowl shall be construed to mean all animals and fowl that provide food and/or are beasts of burden such as cattle of all species, cows, bulls, horses, mules, ponies, burros, goats, sheep, hogs, chickens, ducks, and any other animals of a similar kind, nature, type or use.

(b) **DOMESTIC AMIMALS.** Domestic animals shall be construed to be dogs, cats, parakeets, canaries and other small animals or birds which are normally kept within the living quarters of an abode.

(c) **WILD ANIMALS.** Wild animals shall be construed to mean all poisonous reptiles or any other dangerous or carnivorous wild animal or reptiles, any vicious or dangerous domesticated animals or any other animal or reptile of wild, vicious, or dangerous propensities. This term shall include but not be restricted to apes, bears, constrictor snakes over six (6) feet in length, coyotes, deer, foxes, gamecocks and other fighting birds, monkeys, and wolves.

Section 5. **Effective Date.**

This ordinance shall be in full force and effect from and after its passage, approval, and adoption according to the laws of the State of Indiana.

Section 6. **Other Ordinances.**

All ordinances and parts of ordinances inconsistent or in conflict with the terms of this Ordinance are repealed to the extent of the inconsistency or conflict, including any parts of Ordinances 432, 905, 1477, 2373, and 2805.

Section 7. **Severability.**

The provisions of this Ordinance are severable, and the invalidity of any phrase, clause, or part of this Ordinance shall not affect the validity or effectiveness of the remainder of the Ordinance.

Section 8.

PASSED by the Goshen Common Council on June _____ 2026.

Gina M. Leichty, Presiding Officer

ATTEST:

Richard R. Aguirre, Clerk-Treasurer

PRESENTED to the Mayor of the City of Goshen on June _____, 2026, at the hour of ____: ____ __. m.

Richard R. Aguirre, Clerk-Treasurer

APPROVED and ADOPTED on June _____, 2026.

Gina M. Leichty, Mayor



Richard Aguirre, City Clerk-Treasurer
CITY OF GOSHEN

202 South Fifth Street, Suite 2 • Goshen, IN 46528-3714

Phone (574) 533-8625 • Fax (574) 533-9740

richardaguirre@goshencity.com • www.goshenindiana.org

TO: Goshen Common Council and Mayor Gina Leichthy

FROM: Clerk-Treasurer Richard R. Aguirre

DATE: June 22, 2026

SUBJECT: Resolution 2026-07, A Resolution Providing for the Transfer of Appropriations

The attached Resolution 2026-07 requests approval from the Common Council and Mayor to move available resources between major categories within the City's funds. The Clerk-Treasurer presents appropriation category transfers to the Council to keep accounts within budget.

In this case, Police Chief Andy Stephenson is requesting a transfer of \$10,000 from the Police Full-time Personnel line 1101-5-11-4110130 to Medical Expenses line 1101-5-11-4310501 to bring the account current as well as to have funds for more PERF exams for potential applicants.

An appropriation is "permission to spend available money" and is tied to a specific fund. Within a fund there are four spending categories and multiple accounts. The Department of Local Government Finance (DLGF) requires Council approval to move an appropriation from one category to another. Councilors can approve a transfer when a department needs additional room to spend in one category and has available appropriations in another category.

By moving an appropriation from one category to another, the Council is only changing the category from which the City pays an expenditure. The Council is not approving any additional spending, so the fund's total appropriation remains the same.

The Clerk-Treasurer is asking the Council to approve Resolution 2026-07 because the Council is the City's fiscal body which authorizes the City's budget and any budget adjustments. At the end of the year, our auditors require each appropriation to be a zero or positive dollar amount. The vast majority of the City's appropriations are underspent, and year-end adjustments reflect a small number of the 1,200+ appropriation lines the City maintains throughout the year.

If the Council approves the category transfer requested through Resolution 2026-07, the Clerk-Treasurer will register the adjustments in the City's books and communicate the transfers to the Police Department. Category transfers are adjustments that only need Council approval to be final, and do not require notification to the DLGF.

RESOLUTION 2026-07

A Resolution Providing for the Transfer of Appropriations

AS PER THE REQUEST OF A DEPARTMENT HEAD OF THE CIVIL CITY OF GOSHEN, INDIANA, FOR THE YEAR 2026, AND FORWARDED TO COMMON COUNCIL MEMBERS FOR THEIR CONSIDERATION AND APPROVAL.

WHEREAS certain extraordinary or unanticipated conditions have developed since the adoption of the existing annual budget for the year 2026 and it is now necessary to transfer the appropriated funds into a different category than was appropriated in the annual budget for the various functions of the Goshen Police Department to meet its obligations; and

WHEREAS, it has been shown that a certain existing appropriation has an unobligated balance that will be available for transferring to meet another financial obligation, therefore;

BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF GOSHEN, INDIANA, that for the expenses of the Goshen Police Department, the following appropriation is hereby transferred and set apart out of the fund hereinafter named for the purpose specified, subject to the laws governing the same, as follows:

GENERAL FUND - 1101

FROM: POLICE/FULL-TIME PERSONNEL	1101-5-11-4110130 (\$10,000.00)
TO: POLICE/MEDICAL EXPENSES	1101-5-11-4310501 (\$10,000.00)

PASSED AND ADOPTED BY THE COMMON COUNCIL ON THE 22ND DAY OF JUNE, 2026

Presiding Officer

ATTEST: _____
Richard R. Aguirre, Clerk-Treasurer

Presented by me to the Mayor of the City of Goshen, Indiana, on the 22nd day of June, 2026

Richard R. Aguirre, Clerk-Treasurer

Gina Leichty, Mayor



City Clerk-Treasurer
CITY OF GOSHEN

202 South Fifth Street, Suite 2 • Goshen, IN 46528-3714

Phone (574) 533-8625 • Fax (574) 533-9740

clerktreasurer@goshencity.com • www.goshenindiana.org

TO: Mayor Gina Leichty and the Goshen Common Council
FROM: Richard R. Aguirre, Clerk-Treasurer
SUBJECT: Proposed Ordinance 5264, Additional Appropriation
DATE: June 22, 2026 (for First and Second Readings)

Thank you for considering Ordinance 5264, Additional Appropriation, which requests authorization from the Council and Mayor to spend additional and available money from a City account. The Mayor and Clerk-Treasurer requested this ordinance because the Common Council is the City's fiscal body which authorizes the City's budget and any budget adjustments.

Building Commissioner Myron Grise has requested an additional appropriation of \$140,024.05 to Line 2234-5-4360500, Unsafe Building/Demolition Receivership, which represents the unappropriated cash balance of the Unsafe Building Fund. This balance was available at the time the 2026 budget was prepared, but the funds were inadvertently not appropriated for 2026. This additional appropriation is necessary to allow the Building Department to expend Unsafe Building Fund monies in 2026 for the demolition, removal, repair, including through receiverships, and securing unsafe premises within the Goshen city limits, as authorized by Indiana Code § 36-7-9.

This additional appropriation will be familiar because on May 18, 2026, the Council approved this same request by passing Ordinance 5262 (attached). However, the appropriation must be approved again because of a procedural change by the State, announced March 23, 2026. The State now requires that notification of additional appropriations must be posted in Gateway at least 14 calendar days prior to a public hearing, as mandated by Indiana Code § 6-1.1-18-5, or be restarted.

In May, the Clerk-Treasurer followed the previous notification procedure of publishing a notice in a general circulation newspaper (The Goshen News) 10 days before the Council's May 18, 2026 public hearing on Ordinance 5262. A newspaper advertisement is no longer required.

Appropriate notice under the new procedures has now been given for Ordinance 5264. If the Council conducts a new public hearing on June 22, 2026 and then approves Ordinance 5264, the necessary information will be submitted to the Department of Local Government Finance (DLGF) for acknowledgement/approval.

As a reminder, an appropriation is "permission to spend available money" and is tied to a specific fund. Within a fund there are four spending categories and multiple accounts. It is possible to get permission to move budgeted spending between accounts and categories, but sometimes the total appropriation within a fund is insufficient for the fund's total spending, due to emergencies, unforeseen circumstances, or budget errors. In this case, the Mayor and Clerk-Treasurer proposed this additional appropriation because the expenditures are necessary and paying the expenditure might otherwise overspend the budgeted appropriation.

ORDINANCE 5264
ADDITIONAL APPROPRIATION

WHEREAS it has been determined that it is now necessary to appropriate more money than the amount appropriated in this year's annual budget; and

WHEREAS the State changed public notification requirements for additional appropriations, as mandated by the Department of Local Government Finance, which were announced March 23, 2026; and

WHEREAS the State requires that notice of additional appropriations shall be posted in Gateway at least 14 calendar days prior to a public hearing as mandated by Indiana Code § 6-1.1-18-5; and

WHEREAS all appropriations must follow this procedure or be restarted.; and

WHEREAS Ordinance 5262 was approved by the Common Council on May 18, 2026 under the previous notification procedures, meaning that a new public notification must be provided, a new public hearing conducted and a new ordinance approved; and

WHEREAS appropriate notice has now been provided following the new procedures and the Goshen Common Council conducted a new public hearing on the proposed additional appropriation;

NOW THEREFORE, BE IT ORDAINED that Goshen Common Council now makes the following additional appropriation of money from the fund named:

Unsafe Building Fund
2234-5-4360500 DEMOLITION/RECEIVERSHIP..... \$140,024.05

PASSED by the Goshen Common Council on _____, 2026.

Gina M. Leichty, Presiding Officer

ATTEST:

Richard R. Aguirre, Clerk-Treasurer

PRESENTED to the Mayor of the City of Goshen on _____, 2026, at the hour of ___:___ .m.

Richard R. Aguirre, Clerk-Treasurer

APPROVED and ADOPTED on _____, 2026.

Gina M. Leichty, Mayor

ORDINANCE 5262
Additional Appropriation

WHEREAS it has been determined that it is necessary to appropriate more money than the amount appropriated in the current year's annual budget,

WHEREAS pursuant to notice given, the Goshen Common Council conducted a public hearing on the proposed additional appropriation,

NOW THEREFORE, BE IT ORDAINED that Goshen Common Council makes the following additional appropriation of money in excess of the current year's budget for the fund(s) named:

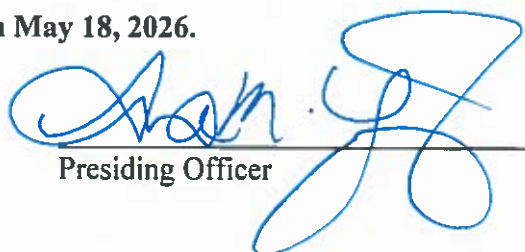
UNSAFE BUILDING FUND

2234-5-4360500

DEMO/RECEIVSH

\$140,024.05

PASSED by the Goshen Common Council on May 18, 2026.



Presiding Officer

ATTEST:



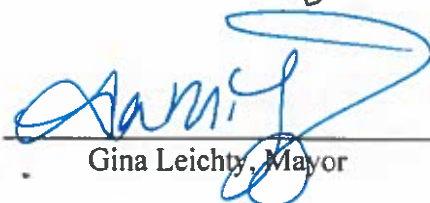
Richard R. Aguirre, Clerk-Treasurer

PRESENTED to the Mayor of the City of Goshen on May 18, 2026, at 8:00 a.m./p.m.



Richard R. Aguirre, Clerk-Treasurer

APPROVED and ADOPTED on May 18, 2026.



Gina Leichty, Mayor