



Ordinance No. 0-25-04

AN ORDINANCE OF GARLAND CITY, UTAH, ADOPTING A COMPREHENSIVE FEE SCHEDULE FOR MUNICIPAL SERVICES AND PERMITS IN COMPLIANCE WITH UTAH STATE CODE; PROVIDING FOR PUBLIC NOTICE, HEARING, AND AMENDMENTS; ESTABLISHING AN EFFECTIVE DATE; AND REPEALING CONFLICTING ORDINANCES.

WHEREAS, the City Council of Garland City, Utah, is authorized under Utah Code Annotated, Title 10, Chapter 3, to establish and collect fees for municipal services, permits, licenses, and other activities to recover the reasonable costs of providing such services; and

WHEREAS, Utah Code Annotated § 10-3-818 requires that the City Council hold a public hearing prior to adopting or amending a fee schedule as part of the municipal budget process or other fee-setting actions; and

WHEREAS, the City Council desires to establish a comprehensive fee schedule to ensure transparency, fairness, and compliance with state law, including the principles of cost recovery and non-discrimination; and

WHEREAS, the proposed fee schedule has been reviewed to ensure that fees are reasonable, equitable, and directly related to the cost of services provided, in accordance with Utah Code Annotated § 10-8-1 et seq.; and

WHEREAS, the City Council has provided public notice and opportunity for public comment in compliance with the Utah Open and Public Meetings Act (Utah Code Annotated § 52-4-101 et seq.) and other applicable state laws; and

WHEREAS, the adoption of this fee schedule, including provisions for future amendments, is in the best interest of the public health, safety, and welfare of the residents of Garland City;

NOW, THEREFORE, BE IT ORDAINED by the City Council of Garland City, Utah, as follows:

Section 1: Purpose

The purpose of this ordinance is to adopt a comprehensive fee schedule for municipal services, permits, licenses, and other activities provided by Garland City, in compliance with Utah State Code, to recover the reasonable costs of providing such services and to ensure transparency and fairness in fee assessment.

Section 2: Adoption of Fee Schedule

The Garland City Fee Schedule, attached hereto as **Exhibit A** and incorporated by reference, is hereby adopted as the official fee schedule for all municipal services, permits, licenses, and other activities as

specified therein. The fee schedule shall include, but not be limited to, fees for services such as building permits, utility services, licenses, and recreational programs.

Section 3: Compliance with Utah State Code

The fees established in the fee schedule are designed to comply with Utah Code Annotated § 10-8-1 et seq., ensuring that fees are:

1. Reasonable and equitable, reflecting the actual cost of providing services.
2. Non-discriminatory, applied uniformly to all applicable persons or entities.
3. Consistent with the principles of cost recovery for municipal services.

The City Council has reviewed the fee schedule to ensure compliance with all applicable provisions of Utah State Code, including but not limited to Title 10 (Utah Municipal Code) and Title 15A (State Construction and Fire Codes Act).

Section 4: Public Notice and Hearing

In accordance with Utah Code Annotated § 10-3-818, a public hearing was held on August 6th at 7 PM at the Garland City Hall, 72 North Main Street, Garland, Utah, to receive public comment on the proposed fee schedule. Public notice of the hearing was provided at least seven (7) days prior to the hearing, in compliance with Utah Code Annotated § 52-4-202, by:

1. Posting notice on the Utah Public Notice Website (www.utah.gov).
2. Posting notice at the Garland City Hall, 72 North Main Street, Garland, Utah.
3. Publishing notice in a newspaper of general circulation, if required, or by other means as permitted by law.

Section 5: Amendments to the Fee Schedule

The fee schedule adopted herein may be amended from time to time by the City Council as needed to reflect changes in service costs or municipal needs. Any amendment to the fee schedule shall comply with the following process:

1. **Proposal:** The proposed amendment shall be presented to the City Council in a regular or special meeting, with a detailed explanation of the proposed changes and their justification based on cost recovery or other lawful purposes.
2. **Public Notice:** Notice of the proposed amendment shall be provided at least seven (7) days prior to a public hearing, in compliance with Utah Code Annotated § 52-4-202, through:
 - o Posting on the Utah Public Notice Website (www.utah.gov).
 - o Posting at the Garland City Hall, 72 North Main Street, Garland, Utah.
 - o Publication by other permissible methods, if required.
3. **Public Hearing:** A public hearing shall be held to receive public comment on the proposed amendment, in accordance with Utah Code Annotated § 10-3-818.
4. **Adoption:** Following the public hearing, the City Council may adopt the amendment by resolution or ordinance, which shall take effect upon publication or as specified.
5. **Publication and Availability:** The amended fee schedule shall be recorded, published, and made available to the public as provided in Section 8 of this ordinance.

Section 6: Effective Date

This ordinance and the fee schedule adopted herein shall take effect on September 6th, 2025, following passage, approval, and publication as required by Utah Code Annotated § 10-3-711. The fee schedule shall remain in effect until amended or repealed by subsequent action of the City Council.

Section 7: Repealer

All ordinances or parts of ordinances in conflict with this ordinance, including any prior fee schedules, are hereby repealed to the extent of such conflict. All other ordinances of a special nature, such as tax levy ordinances, bond ordinances, franchises, vacating ordinances, and annexation ordinances, shall continue in full force and effect unless specifically repealed or amended by a provision of this ordinance.

Section 8: Severability

If any section, subsection, sentence, clause, or phrase of this ordinance is declared invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the remaining portions of this ordinance, which shall remain in full force and effect.

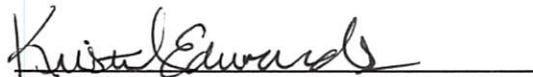
Section 9: Recording and Publication

This ordinance and the fee schedule adopted herein shall be recorded in the official records of Garland City and published as required by Utah Code Annotated § 10-3-711. The City Clerk is directed to make copies of the fee schedule available to the public at the Garland City Hall and on the City's official website.

PASSED AND ADOPTED by the City Council of Garland City, Utah, this 10 day of August 2025.



Linda Bourne
Mayor



ATTEST:

Kristal Edwards
City Recorder

CITY COUNCIL VOTE:

Jeanette Atkinson	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Sharla Nelson	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
Tena Allen	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Absent
John Losee	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	<input type="checkbox"/> Absent
Josh Munns	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Absent



Exhibit A:

CONSOLIDATED FEE & FINE SCHEDULE

The following fee schedule includes a comprehensive list of fees for municipal services, permits, licenses, and other activities. Specific fee amounts are determined by the Garland City Council based on cost recovery analysis and public input.

The following fees and charges are approved and shall be assessed and collected by the City Treasurer.

ADMINISTRATIVE / RECORDER / TREASURER FEES

Candidate / Elections Filing Fee	(non-refundable) \$50.00
Certified Copies	\$5.00
Credit Card Fees Utility Payments Non-Utility Payments	\$3.50 convenience fee 3% of the Payment Due
Financial Report	(One copy free to residents upon request) \$5.00
Grama Requests	\$10.00 Minimum - all other charges per Utah State Regulations
Geographic Information Services	Actual Cost (including overhead and staff preparation)
Notary Public Service	\$5.00
Postage	Actual Cost
Returned Check Fee*	\$20.00
Utility Account Set up	\$20.00
Utility Surety Deposit for Renters**	\$150.00
Utility Late Fee**	\$5.00
Utility Delinquent Notice of Shutoff Fee	\$5.00
Utility Reconnect after Shut-Off Fee	\$50.00
Utility Collections Fee (accounts sent to collections)	35% of the billing total
Additional Deposit for Delinquent Account Shut-Off	\$100.00
Other costs allowed by law	The Actual cost to the City

*Note 1: Utah Code Annotated Title 7, Chapter 15 limits the amount charged for a dishonored/returned check to \$20.00.

**Note 2: Utility Deposits will be held until the account is closed. The deposit will be refunded to the remaining account balance when the Utility account is terminated.

BUILDING FEES

Permit Fee*	1% of Building Valuation
State Fee	1% of the permit Fee
Plan Review Fee - Residential Dwelling, & Residential Outbuilding.	35% of the Permit Fee and State Fee
Plan Review Fee - Residential Identical Dwelling	30% of the Permit Fee and State Fee
Plan Review Fee - Industrial, Institutional, Commercial & Government Buildings	65% of the Permit Fee and State Fee
Water Connection Fees/Existing System	
Residential ¾" Line Connection Fee	\$2,500.00
1 Inch Water Line Connection Fee	\$3,500.00
2 Inch Water Line Connection Fee	\$5,000.00
4 Inch Water Line Connection Fee	\$10,000.00
Water Impact Fee	
Residential ¾" Water Line Impact Fee	\$2,221.00
1 Inch Water Line Impact Fee	\$3,953.00
2 Inch Water Line Impact Fee	\$15,791.00
4 Inch Water Line Impact Fee	\$63,165.00
Sewer Connection Fees/Existing System	
Residential Sewer Connection Fee	\$5,000.00 with a ¾ or 1-inch water line connection
Small Commercial Sewer Connection Fee	\$10,000.00 with a 2-inch water line connection
Large Commercial Sewer Connection Fee	\$20,000.00 with a 4-inch water line connection
Waste Water System Impact Fee**	
¾ inch water line connection	\$1,675.00
1-inch water line connection	\$2,981
2-inch water line connection	\$11,909.00
4-inch water line connection	\$47,637.00
Waste Water Treatment Plant Impact Fee**	
Single Family Residential	\$1,128.00
Townhomes Duplex/Fourplex	\$1,128.00 per unit
Commercial	Fee Calculated as per R-10-14

Storm Water System Impact Fee***	
0.25 Acres of Land	\$284.00
0.50 Acres of Land	\$589.00
0.75 Acres of Land	\$853.00
Park Impact Fee per single-family home	\$584.00
Sanitation Fee	See Garbage Can Collection
Construction Water Fee	\$200.00 - Non-Refundable.
Meter Set and Install	\$450.00 or the actual cost to the city, whichever is greater
Miscellaneous Building Inspection Fee (inspections for which no fee is specifically indicated)	\$75.00 per hour
Miscellaneous Building Inspection Fee outside of Business Hours (Min 2 hours)	\$90.00 Per Hour
Re-Roofing Permit	\$150.00
Water Heater Permit	\$75.00
Furnace Permit	\$75.00
Electrical Meter Permit	\$75.00
Re-Inspection fees	\$150.00 per hour
Small Scale Remodel	
Electrical Inspection Only	\$60.00
Plumbing Inspection Only	25% of the Permit and State Fee
Mechanical Inspection Only	25% of the Permit and State Fee
Work done without Permits - Investigation Fee	200% of the Permit Fee and the State Fee

*Note: Each project will be assessed a Permit Fee and a State Fee. The building valuation for residential dwellings and residential outbuildings is determined according to the most recent building valuation table from the International Code Council.

**Note:

***Note: The Storm Drain impact Fee formula for all acres not listed will be (Area in Acres) X \$1,137 = Impact Fee

BUSINESS LICENSE FEES

General Business License Fees *	
Initial Business License Fee	\$60.00
Home Occupation Business License Renewal (due by March 31st annually)	\$25.00

Commercial Business License Renewal (due by March 31st annually)	\$40.00
Late financial penalty for the Annual Renewal of Business Licenses	\$10.00 per month
Replacement Business License **	\$10.00
Fire Inspection for Business License	\$75.00 or actual cost, whichever is greater
Re-Inspection	Same amount as the initial inspection
Kennel License (for breeding only, must be approved by the Garland City Council.)	\$40.00
Beer License	\$100.00

*Note 1: Per Utah Code Annotated 10-1-203 (9), the Business License Officer shall transmit the information from each approved business license application to the county assessor within 60 days following the approval of the initial business license application.

**Note 2: To Exclude all home occupations except for daycare in Garland City. Only one Fire Inspection Fee will be charged for more than one business sharing the same space in Garland City. (Located in the same building when space is not divided by walls, partitions, ect.)

DEVELOPMENT REVIEW / ANNEXATION FEES*

Annexations	
Annexation Petition Filing Fee	\$400 and a \$600 Deposit
State Required Publication/mailing fees	Actual Cost with a minimum \$500 Deposit
Appeals	The actual cost of processing the application with a \$500 deposit to commence the processing of the application with Garland City.**
Conditional Use permit	
Home Occupation - Minor	\$20.00
Home Occupation - Major	\$20.00
Application with Site Plan	\$500
Construction Drawings*	1% of the estimated cost of Improvements
Copies of the General Plan, Trail Plan, and Capital Facilities Plan, Land Use Ordinances	\$20.00
Fire Hydrant Meter Rental Fees	
Deposit - Required	\$1,000.00 at time of rental
Rental Fee	\$250.00
Water Charges	\$3.00 per thousand gallons
Industrial and Agricultural Protection Area	\$200.00
Lot Line Adjustment Fee	\$100.00

Lot Split Application Fee	\$100.00
Lot Rezone Application Fee	\$300.00
Subdivision - Residential and Commercial	
Concept Plan/Sketch Plan - Application Fee	\$50 plus \$2 an acre
Preliminary Plat - Application Fee	1 - 9 Lots, \$150.00 plus \$10.00 per lot 10+ Lots, \$250 plus \$15.00 per lot
Final Plat - Application Fee	1-9 lots, \$350 plus \$30.00 per lot 10+ lots, \$450.00 plus \$40.00 per lot
Construction Drawings	1% of the estimated cost of improvements
Plat Amendments	\$500.00
Revised Approved Construction Plans	Actual costs of processing the application with a \$500.00 deposit to commence the processing of the application with Garland City. **
Sign Permit	\$50.00
Site Plan Review	
Application	\$500.00
Construction Drawings	\$1.5% of engineers estimate or \$1,500.00 whichever is greater
Street Vacation	\$500.00
Temporary Use Permit	\$50.00
Variance***	The actual costs of processing the application with a \$300.00 deposit to commence the processing of the application with Garland City.
Zoning Map or Text Amendments to General Plan or Land Use Code	\$750.00
Subdivision Street Signs	
Tee Intersection	\$450.00 per intersection
Cross Intersections	\$650.00 per intersection

*Note 1: If there are no Construction Drawings for review by Garland City with the project, then the actual engineering costs associated with the review shall be paid by the applicant.

**Note 2: If the Appeal Authority or Land Use Authority finds in the Applicant's favor, the fees will be returned to the Applicant.

***Note 3: All applications for Annexation and Subdivision Development are subject to pay the Application and Variance Fee's.

GARBAGE & COLLECTION SERVICE FEES**

Monthly Garbage Collection Fee	\$19.00 per can
Garbage Can Setup & Delivery*	\$150.00

*Note: Garland City Property owners are required to pay the purchase costs associated with the first garbage can when applying for a building permit for a new residential unit, with Garland City retaining ownership of the garbage can. Property owners who request additional cans are required to pay for the purchase costs of the additional garbage can, with Garland City retaining ownership. Garland City maintains and replaces garbage cans at the City's expense when the garbage cans are damaged, faulty, or inoperable as a result of normal wear or aging under ordinary operating conditions, as determined solely by the Garland City Public Works Director or Garland City Treasurer. Property owners shall be responsible for replacing garbage cans if the Garland City Public Works Director or Garland City Treasurer determines at their sole discretion that garbage can needs to be replaced due to negligence of the property owner, which may include, but is not limited to: overloading the garbage can, leaving the garbage can be on the street for extended periods of time in violation of City ordinance, placing hot coals in garbage cans, etc. If a homeowner relinquishes their second garbage can back to Garland City, and later requests a second garbage can, again, they will be subject to pay the set-up and delivery fee.

LIBRARY FEES

Library Cards - Box Elder County Resident	No Fee
Library Cards - Non-Resident	\$60.00 a Year
Replacement Cards	\$5.00
Overdue Financial Penalties 1	
Books	\$0.10 per day
Technology and Special Collections	\$5.00 per day
DVDs, Video Games, and Audio Books	\$0.25 per day
Lost or Damaged Library Materials	
Library Material	Replacement cost as determined by the library
Technology and Special Collections placed in the book drop	\$75.00 fine
Interlibrary loans	Returned postage
Copies - per page	\$0.25 B/W - \$0.50 Color
Picture Prints-per print	\$0.75
Laminating	\$0.50 per sheet
3-D Printing	\$1.00 per hour + 5 cents per gram of filament

Park Rental Fee's

Baseball Diamonds	
Security Deposit - Required	\$200.00
Baseball Games	\$20.00 First Game \$15.00 each additional game
Lights for the baseball field	\$20.00 per game per field
Bowery Rental	
Security Deposit - Required for bathrooms	\$50.00
Bowery all day	\$30.00
Bowery - Overnight stay	\$65.00 per Trailer / \$15.00 Per Tent
Food sold at the City Cook Shack	Price as set by the Parks & Recreation Director
Cleanup	\$25.00 per hour if required
Charges Associated with Garland City Days or special events	Amounts as set by the Parks & Recreation Director
Recreation Programs	
Recreation Programs	Estimated actual cost per estimated participant numbers, as determined by the Recreation Director
Late Registration Fee	Cost determined per sport by the Recreation Department Director

Notes:

1 - Department Heads may at their discretion waive rental fees for nonprofit groups or the like.

2 - Use of fields associated with tournaments is rented by agreement with the Parks and Recreation Director. Authorized City Employees shall do all field preparation and maintenance. No outside work may be done with drags, 4-wheelers, lawnmowers, water, etc. (hand rakes are allowed). One field preparation will be included as part of the rental. This will be done before the first game.

3 - Cost of damage will be levied against the Security Deposit posted with the city. The Security Deposit is refundable under certain conditions as per the rental agreement.

4 - City staff to inspect the rented facility after the event for cleanliness. A Cleanup charge will be accessed against the deposit if the city staff has to clean up after the event.

5 - CANCELTION POLICY A five-dollar (\$5.00) non-refundable office charge will be assessed to all refunds. Garland City will offer a full refund, less five-dollars (\$5.00) for all refunds requested while the registration period is still open. After the registration period has ended, a refund of fifty percent (50%) will be offered. After the program/event has begun, no refund will be offered. As determined by the Parks & Recreation Director, special exceptions may be made on a case-by-case basis for special circumstances.

ANIMAL CONTROL FEES

Dog License Fee	
Annual Dog License (Before April 1st) / New Dog	Fixed \$10.00 / Not Fixed \$15.00
Late Dog License (After April 1st)	Fixed \$20.00 / Not Fixed \$30.00
Impound Fees	
First Offense	\$45
Second Offense	\$65
Third Offense	\$85
Animal Public Nuisance	
Lack of Restraint by Leash	\$155.00
Defecating in the Park Boundaries and not immediately removed by the handler	\$155.00
Running at Large	\$155.00

Note: Animal impound offenses are based on a 12-month period.

RESIDENTIAL & COMMERCIAL WATER & SEWER SERVICE FEES

Resident Culinary Water Base Rate	
Up to 10,000 Gallons	\$22.99 Monthly
Resident Water Overages 10,000 to 30,000 Gallons 30,000 to 50,000 Gallons 50,000 and above	\$1.50 per thousand gallons \$2.00 per thousand gallons \$2.50 per thousand gallons
Non-Resident Culinary Water Base Rate	
Up to 10,000 Gallons	\$33.55 Monthly
Non-Resident Water Overages 10,000 to 30,000 Gallons 30,000 to 50,000 Gallons 50,000 and above	\$1.75 per thousand gallons \$2.25 per thousand gallons \$2.75 per thousand gallons
Commercial Water Base Rate	\$22.99 Monthly
Commercial Water Overages 10,000 to 30,000 Gallons 30,000 to 50,000 Gallons 50,000 and above	\$1.75 per thousand gallons \$2.25 per thousand gallons \$2.75 per thousand gallons
Financial Penalty for Illegal Turn-on	\$100.00
Financial Penalty for Jumpers in New Construction	\$250.00

Call-out Services	Actual Costs
Resident Sewer Rates	\$79.31 Monthly
Non-Resident Sewer Rates	\$104.86
Commercial Sewer Rates	Base rate - \$79.31 plus water overages

Notes:

1 -Arrangements for payment of delinquent utility charges made prior to the issuance of water shut-off notices shall include provisions wherein no one shall have a remaining total balance due, which is greater than an amount equal to the basic charges for one month's utility service.

2—New construction rates mean a water connection during construction, but only until an occupancy permit is issued. Once an occupancy permit is issued, all utilities must be signed up for and all appropriate charges assessed.

3 - Call-out services will be assessed for after-hours and on weekends for disruptions attributed to the user or activity of the users, causing it to break or need to be repaired after regular City service hours. Failure to pay will result in the City exercising its right to collect, including water shut-off for non-payment. No charge will be assessed for breaks or ruptures that are a natural occurrence that constitutes the need for an emergency repair.

RENTALS

All Garland City Armory rentals are for a minimum of 4 hours

Security Deposit - REQUIRED	\$100.00
Armory Upstairs	
One-Time Commercial	\$15.00 per hour
One-Time Personal	\$10.00 per hour
Non-Resident	\$20.00 per hour
ARMORY GYM	
One-Time Commercial	\$25.00 per hour
Recurring Commercial (3 or more events)	\$20.00 per hour
One-Time Personal	\$15.00 per hour
Recurring Personal	\$10.00 per hour
Non-Resident	\$30.00 per hour
Kitchen Use Fee	\$50.00

Notes:

1 - Use of The Garland City Armory Gym or Upstairs Meeting room is rented by agreement only with Garland City.

2 - Department Head may, at their discretion, waive rental fees and Security Deposit for nonprofit groups or the like.

3 - No part of the Garland Armory may be rented by an individual or business during the Garland City hours of operation.

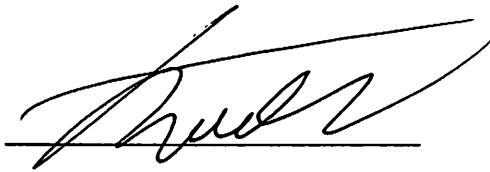
4 - Cost of damage will be levied against the Security Deposit posted with the City. The Security Deposit is refundable under certain conditions as per the rental agreement.

Additional Provisions:

1. **Payment Terms:** All fees shall be paid at the time of application or service request unless otherwise specified by the City. Payments may be made by cash, check, or electronic methods as accepted by Garland City.
2. **Refunds:** Fees are non-refundable except in cases of administrative error or as approved by the Mayor or their designee. Refund requests must be submitted in writing within 30 days of payment.
3. **Fee Waivers:** The City Council may waive fees for nonprofit organizations, government entities, or under hardship circumstances, upon written application and approval by resolution.
4. **Late Fees and Penalties:** Late payments for utilities or other services may incur penalties as specified in the fee schedule or by City policy. Delinquent accounts may be subject to service disconnection in accordance with City ordinances.
5. **Annual Review:** The fee schedule shall be reviewed annually during the City's budget process to ensure fees reflect current costs of service delivery, with adjustments proposed as needed per Section 5 of this ordinance.
6. **Resident vs. Non-Resident Rates:** Where applicable, non-residents may be charged higher fees for services such as water, sewer, or recreation programs, as indicated in the fee schedule.

Note: Fees are subject to review and adjustment by the City Council. All fees shall be posted at Garland City Hall and on the City's website for public access.

APPROVED AS TO FORM:

A handwritten signature in black ink, appearing to read 'Steve Brooks', written over a horizontal line.

Steve Brooks
City Attorney