

**TOWN OF BLUFF, UTAH, RESOLUTION #101**

**A RESOLUTION OF THE BLUFF TOWN COUNCIL ADOPTING AN AMENDED MASTER FEE SCHEDULE FOR BLUFF TOWN SERVICES AND FUNCTIONS**

**WHEREAS**, the Town of Bluff (“Town”) is an incorporated municipality duly organized and operating under the laws of the State of Utah; and

**WHEREAS**, the Bluff Town Council (“Town Council”) is the governing body of the Town vested with all legislative and administrative powers delegated to the Town pursuant to Article 11, Section 5 of the Utah Constitution and Utah Code Ann. §10-1-103; and

**WHEREAS**, the Town levies a charge for various Town functions for the purpose of defraying some of the expenses associated with providing municipal services; and

**WHEREAS**, it is important that fees for Town functions are transparent, and that the public has clear notice of these costs; and

**WHEREAS**, the Town finds these fees are reasonable and reflect fair charges for the specific services; and

**WHEREAS**, the Town held a public hearing on April 7, 2026 and received public comment on the proposed fees contained in this Resolution;

**NOW THEREFORE, BE IT HEREBY RESOLVED** by the Bluff Town Council that:

**SECTION 1.** Town Council hereby adopts the Amended Master Fee Schedule for Town of Bluff Services and Functions, as found in Appendix A.

**SECTION 2.** This resolution supersedes or repeals the provisions(s) of any ordinances or resolutions(s) that is (are) inconsistent with the provisions of this Resolution.

**SECTION 3.** This Resolution shall take effect immediately upon passage and continue until modified or repealed.

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PASSED AND APPROVED by the Bluff Town Council at a duly noticed public meeting on this \_\_\_\_ day of April, 2026 by the following vote:

	<b><u>AYE</u></b>	<b><u>NAY</u></b>	<b><u>ABSTAIN</u></b>	<b><u>ABSENT</u></b>
Mayor Josh Ewing				
Mayor Pro-Tem Britt Hornsby				
Town Council Member Jennifer Davila				
Town Council Member Gary Haws				
Town Council Member Spencer Wade				

TOWN OF BLUFF

BY: \_\_\_\_\_ Date \_\_\_\_\_  
 Stephen Britt Hornsby  
 Bluff Mayor Pro-Tempore

BLUFF SEAL

ATTEST: \_\_\_\_\_ Date \_\_\_\_\_  
 Erin Nelson  
 Bluff Town Recorder

Attachment A: Bluff Master Fee Schedule as Amended 4/21/2026.

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# AMENDED MASTER FEE SCHEDULE FOR TOWN OF BLUFF SERVICES & FUNCTIONS

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## ADMINISTRATIVE

Copies of Public Records - Black and White	\$0.25 per page (single sided)
Copies of Public Records - Color	\$0.50 per page (single sided)
Credit Card Convenience Fee	3% per Charge
GRAMA Request Application	No Cost
GRAMA Request Research Fee	No charge assessed for first two hours of research; \$30.00 per Hour thereafter
Unpaid Account Interest	8% per Annum
Returned Check Fee	\$25.00 per Check
Notary Fee	\$10.00 per Notary Seal
Postage	Varies - Actual Cost

## AIRPORT

Bluff Airport Landing Fee	TBD
Bluff Airport Tie Down Fee	TBD
Hangar Rental – Calendar Year/Annual Fee	2026 - \$1,216.62 2027 - \$1,265.28 2028 - \$1,315.89 2029 - \$1,368.53
Hangar Rental - Late Fee (30 Days Past Due or More)	\$20.00

## BUILDING & LAND USE PERMITS

Building Inspection	\$65.00 per Inspection
Commercial Building Permit Fees, including all other Building Permits not listed	
Based on Project Valuation	
<b>Total Valuation</b>	<b>Permit Fee</b>
\$1 - \$500	\$30
\$501 - \$2,000	\$30 for the first \$500 PLUS \$3 for each additional \$100 or fraction thereof, up to \$2,000
\$2,001 - \$40,000	\$125 for the first \$2,000 PLUS \$11 for each additional \$1,000 or fraction thereof, up to and including \$40,000
\$40,001 - \$100,000	\$600 for the first \$40,000 PLUS \$9 for each additional \$1,000 or fraction thereof, up to and including \$100,000
\$100,001 - \$500,000	\$1,300 for the first \$100,000 PLUS \$7 for each additional \$1,000 or fraction thereof, up to and including \$500,000
\$500,000 - \$1,000,000	\$4500 for the first \$500,000 PLUS \$5 for each additional \$1,000 or fraction thereof, up to and including \$500,000
\$1,000,001 - \$5,000,000	\$7,800 for the first \$1,000,000 PLUS \$3 for each additional \$1,000 or fraction thereof, up to and including \$5,000,000
Over \$5,000,000	\$22,000 PLUS \$1 for each additional \$1,000 or fraction thereof, up to and including \$5,000,000
Demolition Permit	\$75.00
Plan Reviews	\$65.00 per Hour
Residential Building Permit	\$1.75 per square foot of conditioned space + Inspection Fees + Plan review \$1.00 per square foot of unconditioned space and patio areas + Inspection Fees + Plan Review
Residential Solar Permit	\$100.00 + Plan Review Fees + Inspection Fees

Address Permit Application	No Fee
Conditional Use Permit Application	\$400.00
Land Use Clearance (LUC) Permit Application	\$200.00
Minor Subdivision Application	\$600.00
Major Subdivision Application	\$1500.00
Municipal Annexation/Disconnection	Varies: Actual Cost
Municipal Annexation/Disconnection - Cost of Publication	Varies: Actual Cost

Plat Modification / Right-of-way Vacation Application / Alley Vacation Application / Boundary Line Adjustment Application	\$500.00
Variance Application	\$500.00
Zoning Text Amendment Application	\$500.00
Zoning Map Amendment Application	\$700.00

### BUSINESS LICENSES/PERMITS

Business License - Initial Application	\$25.00
Business License - Annual Renewal	\$25.00
Business License Late Fee (30 Days or More Past Due)	\$20.00
Commercial Short-Term-Rental Permit	\$25.00
Commercial Short-Term Rental Permit Late Fee (30 Days or More Past Due)	\$20.00
Special Event Vendor Permit - Per Event	\$50.00
Special Event Permit - Per Event	\$100.00
Sign Permit - Per Sign	\$50.00

### CEMETERY FEES

Plot Reservation Fee	\$100.00
Grave Opening/Closing Fees	At Cost

### CODE VIOLATION PENALTIES

Construction Without a Permit	Double the Cost of Building Permit Fees
Burning Prohibited	\$500.00 Per Infraction
Business License Non-Compliance	\$100.00
Illegal Short-Term Rental	\$300.00 Per Unit/Per Day/Per Infraction

### FACILITY & EQUIPMENT RENTALS

	<b>Bluff Community Center Auditorium</b>	<b>Fire Mesa Kitchen</b>	<b>Pavilion (includes restrooms &amp; dumpsters)</b>	<b>Recurring/ Regularly Scheduled Public Classes / Activities*</b>
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Individual or Group <i>Private or Public Event</i>	\$100.00 / Day	\$75.00 / Day	\$30.00 / Day	\$0
Bluff-based Non-Profit, Government, or Educational Entity <i>Private or Public Event</i>	\$35.00 / Day	\$25.00 / Day	\$10.00 / Day	\$0
Non-Bluff-Based Non-Profit, Government or Education Entity <i>Private or Public Event</i>	\$50.00 / Day	\$35.00 / Day	\$10.00 / Day	\$0
Excess Cleaning Fee**	\$40.00 / Incident	\$40.00 / Incident	\$40.00 / Incident	\$40.00 / Incident
Linen Rental	\$4.00 / per tablecloth	\$4.00 per tablecloth	\$4.00 / per tablecloth	\$4.00 / per tablecloth
Lost or Damaged Equipment Fee	At Cost To Replace	At Cost To Replace	At Cost To Replace	At Cost To Replace

All spaces are available from 8:00 am to 10:00 pm, no exceptions.

\*No fees are assessed if the recurring class or activity is advertised and open to the public

<b>Equipment Rentals</b>	<b>Fee Assessed</b>
Off-Site Chair Rental Fee	\$1.00 / Chair / Day

## FIRE MESA KITCHEN MEMBERSHIP

Fire Mesa Kitchen Membership Fee - Annual	\$160.00 (or \$40.00 paid quarterly)
Fire Mesa Kitchen Members' Hourly Usage Fee (Due Monthly)	\$7.00 / Hour
Lost or Damaged Equipment Fee	At Cost to Replace
Excess Cleaning Fee	\$40.00 / Incident