



To: Mayor and Town Council
From: Mark C. Meyers, Town Manager
Date: June 11, 2026
Subject: Proposed Cemetery Rates Adjustments

Background

Sexton Carolyn Matsler has proposed adjusting cemetery fees and charges to more accurately reflect the cost of providing services. I'm not sure anyone can recall the last time it was done. She compared rates with surrounding cemeteries, and our rates are significantly lower than our neighbor's. I concur with her recommendations (attached and partially summarized below).

Current/proposed resident plot: \$ 200 / \$400

Current/proposed non-resident plot: \$ 300 / \$900

Resident open/close fees would increase from \$150-\$200 to \$400-\$600. Non-resident open/close fees would increase from \$200-\$250 to \$750-\$1,000.

Town Council discuss the proposed rate adjustments at the March 11 and June 10, 2026, work meetings. The consensus of Council was to hold a public hearing and consider them effective July 1st, the start of the new fiscal year.

Recommendation

Staff recommends holding a public hearing at the June 16, 2026, regular meeting and consider adjusting cemetery rates effective July 1, 2026.



To: Mayor and Town Council
From: Mark C. Meyers, Town Manager
Date: June 11, 2026
Subject: Proposed Community Development Fees

Background

Some Community Development fees are currently in need of updating. This is due to a couple of factors including increased costs to provide service and newly adopted ordinances that did not have fees implemented with them. This includes the introduction of new fees for sign permits, encroachment permits, and rights-of-way permits. (Staff continues to work on grading permit fees which will be forthcoming.)

These fees were discussed at the March 11 and June 10, 2026, work meetings. The consensus of Council was to hold a public hearing and consider adjusting fees effective July 1st.

In a related matter, staff is developing recommendations for other fees (for example, venue fees for use for the new town hall) and hopes to present them at the July work meeting.

Recommendation

Staff requests Town Council discuss and consider adjusting Community Development fees following a public hearing at the June 16, 2026 council meeting.

VIRGIN, UTAH
Resolution No. R2026-

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF VIRGIN, UTAH, AMENDING
THE TOWN FEE SCHEDULE TO REVISE CEMETERY FEES, ESTABLISH COMMUNITY
DEVELOPMENT AND PUBLIC WORKS PERMIT FEES, AND ADOPT A SIGN PERMIT FEE
SCHEDULE PURSUANT TO VIRGIN MUNICIPAL CODE**

WHEREAS, the Town Council of the Town of Virgin, Utah ("Town"), is authorized by Utah law and the Virgin Municipal Code to establish and amend fees for municipal services, permits, applications, and administrative functions; and

WHEREAS, the Town Council finds that certain fees currently charged by the Town do not adequately recover the costs associated with providing services, processing applications, administering permits, and maintaining public facilities; and

WHEREAS, the Town Council desires to amend the Town Fee Schedule to provide for reasonable cost recovery and establish fees where none currently exist; and

WHEREAS, the Town Council finds that the fee adjustments and additions set forth herein are reasonable, necessary, and in the best interests of the residents of the Town of Virgin.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF VIRGIN, UTAH, THAT:.

Section 1. Amendment of Cemetery Fee Schedule

The Town Cemetery Fee Schedule is hereby amended as follows:

<u>Service</u>	<u>Residency</u>	<u>Current Fee</u>	<u>New Fee</u>
Cemetery Plot	Resident	\$200	\$400
Cemetery Plot	Non-Resident	\$300	\$900
Open/Close Gravesite (Weekday)	Resident	\$150	\$400
Open/Close Gravesite (Weekday)	Non-Resident	\$200	\$800
Open/Close Gravesite (Weekend)	Resident	\$200	\$500
Open/Close Gravesite (Weekend)	Non-Resident	\$250	\$800
Open/Close Gravesite (Holiday)	Resident	N/A	\$600
Open/Close Gravesite (Holiday)	Non-Resident	N/A	\$1,000
Sexton Administrative Fee	Resident	\$50	\$100
Sexton Administrative Fee	Non-Resident	\$75	\$225
Cremains Interment (Weekday)	Resident	N/A	\$200
Cremains Interment (Weekday)	Non-Resident	N/A	\$300
Cremains Interment (Weekend)	Resident	N/A	\$300
Cremains Interment (Weekend)	Non-Resident	N/A	\$600
Cremains Interment (Holiday)	Resident	N/A	\$400
Cremains Interment (Holiday)	Non-Resident	N/A	\$700

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Fees identified as "N/A" represent new fees established by this Resolution.

Section 2. Community Development and Public Works Permit Fees

The following permit fees are established or amended as follows:

<u>Application Type</u>	<u>Current Fee</u>	<u>New Fee</u>
Encroachment Permit	N/A	\$50 plus applicable third-party engineering review fees
Right-of-Way Permit	N/A	\$100

All application fees shall be paid at the time of application submission and are non-refundable unless otherwise approved by the Town.

Section 3. Adoption of Sign Permit Fee Schedule

Pursuant to Ordinance No. 2025-06 and Virgin Municipal Code Title 16, Chapter 52, the following Sign Permit Fee Schedule is hereby adopted.

A. Residential and Agricultural Zones

<u>Sign Type</u>	<u>Description</u>	<u>Fee</u>
Low Sign / Nameplate	Up to 8 square feet, wall or fence mounted	\$35
Subdivision Entrance Sign	Up to 20 square feet, monument-style	\$75
Special Event / Temporary Sign	Up to 8 square feet, displayed for up to 14 days	\$25
Additional Sign (Multi-Frontage)	Requires Planning & Zoning approval	\$50 per sign

B. Commercial and Resort Zones

<u>Tier</u>	<u>Description</u>	<u>Example</u>	<u>Fee</u>
Tier 1	Building-mounted sign up to 20 square feet	Wall, awning, or projecting sign	\$75
Tier 2	Building-mounted sign up to 40 square feet	Standard business sign	\$150
Tier 3	Freestanding monument sign up to 40 square feet and 6 feet high	Ground or monument sign	\$200
Tier 4	Business Center Monument Sign up to 60 square feet and 15 feet high	Shared multi-tenant sign	\$300 plus \$50 per fixture
Tier 5	Illuminated or Digital Sign	Electronic or illuminated sign	\$400 base fee plus \$25 per additional sign

C. Temporary, Event, and Community Signs

<u>Sign Type</u>	<u>Duration</u>	<u>Fee</u>
Community or Special Event Sign	Up to 30 days	\$25
Construction or Real Estate Sign	Duration of project or listing	\$35
Unified Community Business Sign	Town-sponsored program	No Fee

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Section 4. Administrative and Enforcement Fees

The following administrative and enforcement fees are adopted pursuant to Virgin Municipal Code §§52.9.7 through 52.12:

<u>Action</u>	<u>Fee</u>
Permit Renewal (within one year)	50% of original permit fee
Revision or Resubmittal	\$50
Engineering Review (when required)	Actual cost plus 10% administrative fee
Abatement or Removal of Non-Compliant Signage	Actual cost plus 20% administrative fee
Sign Code Violation Fine	\$750 per day per violation

Section 5. Incorporation into Town Fee Schedule

The fees adopted herein shall be incorporated into the official Town of Virgin Fee Schedule and shall remain in effect until amended by subsequent resolution of the Town Council.

Section 6. Administration

The Town Clerk, Community Development Department, Cemetery Sexton, and other authorized Town officials are directed to implement and administer the fees established by this Resolution

Section 7. Repealer

Any prior resolutions, fee schedules, policies, or portions thereof that are inconsistent with this Resolution are hereby repealed to the extent of such inconsistency.

Section 8. Effective Date

This Resolution shall take effect upon adoption by the Town Council.

PASSED AND ADOPTED by the Town Council of Virgin, Utah, this 16 Day of June, 2026.

By: _____
Jean Krause, Mayor

Attest: _____
Krystal Percival, Town Clerk/Recorder

<u>Vote</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>
Jean Krause, Mayor	☐	☐	☐
Paul Luwe, Council Member	☐	☐	☐
Valerie Wenz, Council Member	☐	☐	☐
April McKeon, Council Member	☐	☐	☐
Jim Kietzman, Council Member	☐	☐	☐

RECORDED this _____ day of _____ 2026

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Adopted: June 16, 2026

PUBLISHED or POSTED this _____ day of _____, 2026.

CERTIFICATE OF PASSAGE AND PUBLICATION OR POSTING

In accordance with Utah Code Annotated §63G-30-102 as amended, I, the Town Clerk/Recorder of Virgin, Utah, hereby certifies that the foregoing Ordinance was duly passed and published or posted via Class A Notice at:

- 1) Utah Public Notice website
- 2) Virgin Town website, www.virgin.utah.gov
- 3) Virgin Town Hall

Krystal Percival, Town Clerk/Recorder
Virgin Town, Utah