



# City of Elk Ridge Fee Schedule

Approved August 11, 2015

## BUILDING FEES

### 1-ACCESSORY APARTMENT PERMIT RENEWAL

= \$30 annually

### 2-BUILDING PERMIT FEES

- o Standard Culinary water connection (1") = \$500  
Oversized: \$75 + Cost of meter
- o Sewer connection = \$200
- o Non-residential Connection Fees are calculated, based on "Equivalent Residential Connections"
- o Plan check deposit = \$1,000
- o Plan check deposit for plans other than homes = **\$100**
- o Plans lamination fee = \$.80 per foot
- o Basement completion permit = \$200
- o Contractor water (during construction) = \$100
- o Contractor registration fee = \$12 annually
- o Performance bond = \$500 (refunded after final inspection)
- o Contractor clean up bond = \$500 (refunded after final inspection)
- o **Landscaping Deposit = \$2,500 (refunded after completion and inspection)**
- o Building permit fee = based upon square footage
- o Plan check fee = 65% of building permit fee
  
- o Any Additional Inspection = \$50

### 3-EXCAVATION PERMIT = \$100

### 4-IMPACT FEES (paid at the time of building permit)

- o Electric impact fee = determined by SESD
- o Essential roadway impact fee = \$3,304
- o Park Impact Fee = \$2,393
- o Water Impact Fee = \$5,653
- o Sewer Impact Fee = \$3,097
- o Non-residential Impact Fees are calculated, based on "Equivalent Residential Connections"

### 5-TEMPORARY OCCUPANCY PERMIT = \$100

## OFFICE FEES

### 1-COPY MACHINE USE

- o Copy (B&W) = \$.10
- o Colored Copies = \$.25

### 2-FAX MACHINE USE

- o Each Sheet (Domestic only) = \$.50 each

### 3-FILE RESEARCH = \$25 per hour plus copy costs

### 4-RETURNED CHECKS = \$30 per check

## MISCELLANEOUS FEES

### 1-BUSINESS LICENSE

- o Business license = \$45 annually
- o Solicitors, canvassers, peddlers, & itinerant merchants = \$25

### 2-HEARING ADJUSTOR

- o Fixed Fee = \$200 (Non-refundable)
- o Initial Hearing Adjustor Deposit = \$300

### 3-SHULER PARK PAVILION RENTAL

- o Rental fee = \$25
- o Refundable deposit = \$50

### 4-CITY UTILITY FEES

- Deposit = \$100 (Refundable after 12 months of consistent good payment record)
- Administrative Fee = \$10 (paid with deposit)
- Late Fee = \$10.00 (After the last day of the month)
- Shut-off Fees: (After the 15<sup>th</sup> of the Month)
  - o Red Tag Fee = \$15 (To deliver warning of shut-off)
  - o Disconnect (Shut-off) Fee: \$25
  - o Re-deposit: \$100  
(2<sup>nd</sup> Shut-off: If no deposit is on record with the City, with the 2<sup>nd</sup> shut-off within an 18 month period of time, \$100 must be re-submitted to the City - *Non-refundable*)  
This Deposit increases \$25 with each subsequent Shut-off

### 5-WATER CHARGES:

1. Base Fee: \$40.00 for the 1<sup>st</sup> 12,000 gal.
2. Tiered-based water rates:
  - Plus, \$1.80 per 1,000 gal of water above the fee base amount & up to 50,000 gal.
  - & \$2.00 per 1,000 gal. of water above 50,000 gal used & up to 75,000 gal.
  - & \$2.25 / 1,000 gal. of water above 75,000 gal. & up to 125,000 gal. water used
  - & \$2.75 / 1,000 gal. water above 125,000 gal. of water used

### 6-SEWER CHARGES: \$52.00 per month

### 7-STORM DRAINAGE FEE: \$6.50

### 8-SANITATION SERVICES:

- A. Collection + 1<sup>st</sup> Container: \$12
- B. 2<sup>nd</sup> Container (Optional): \$7
- C. Recycle Container (Optional): \$7

\* Fees for non-residents are double.

## DEVELOPMENT FEES

Required fees shall be paid at time of application. All fees required for Development or General Plan / Code are non-refundable. Should additional fees be required, they will be the responsibility of the applicant and paid prior to the meeting for which the fees correspond.

**\* A project will not be vested until Preliminary Plat Submittal.**

### **INITIAL PLANNER CONSULTATION**

Review and consultation prior to submission of an application.

- o Concept Plan Review = \$75 / hour
- o Concept Plan Meeting = \$150 / hour

- Additional Planning Commission and City Council Meeting:  
\$400 per meeting
- Each additional TRC Meeting/Review: \$600

### **1-ANNEXATION**

#### o Petition / Resolution to Annex

- o Fixed Fee = \$1,000 (Non-refundable)
  - o Application Processing
  - o Staff Review
  - o Engineering/Planner Review
  - o City Council Consideration
  - o Resolution

#### o Annexation Fee

- o Fixed Fee = \$4,000 (Non-refundable)
  - o Staff Review
  - o Engineering/Planner/Attorney Review
  - o Engineering/Planner Review
  - o 2 TRC Meetings
  - o Planning Commission/City Council Field Trip
  - o Public Hearing/Notification
  - o Planning Commission/City Council Meetings
  - o Legal Documents/Recordation (County Fees separate)
- o Annexation/Development Agreement:  
City Planner: \$75 /hour  
City Attorney: \$150 /hour

### **2-PERFORMANCE GUARANTEES**

- o Durability retainer = 10% of bonded improvements
  - o Cash bond required for roadway overlay/equal to cost estimate + 10%
- o Engineering inspection deposit (min. \$1,000)
  - o 6% of bonded improvements under \$1m
  - o 3% of bonded improvements over \$1m
- o Administration fee = 5.0% of engineering Inspection bond
- o Bond Release Fee for Multiple or Partial Releases = \$50 per release

### **3-SITE PLAN APPROVAL**

- o Fixed Fee = \$750 (Non-refundable)
  - o Staff Review
  - o Engineering/Planner Review
  - o 2 TRC Meetings
  - o Public Hearing/Notification
  - o Planning Commission/City Council Meetings
  - o Recordation (County Fees separate)

### **4-SUBDIVISION**

\* If additional review/meetings are required due to site specific issues, or incomplete submissions by the applicant, additional fees will apply as defined in the fee schedule.

- o 1-3 Lot Subdivision (Lot fronting existing street): \$4000
  - o Preliminary and Final Combined
  - o Staff Review/Water Right Appropriation, Bonding
  - o Engineering/Planner Review
  - o 2 TRC Meetings
  - o Public Hearing/Notification
  - o Planning Commission/City Council Meetings
  - o Pre-Construction Meeting

- o Subdivision Environmental Considerations (HR-1 & CE-2 Zones): \$1200
  - o Staff review
  - o Engineering/Planner Review
  - o 1 TRC Meeting
  - o Planning Commission consideration

#### o Preliminary Plat (No Contingencies)

Fixed Fee = \$3000 + \$50 per lot or unit

- o Application Processing
- o Staff Review
- o Engineering/Planner Review
- o 2 TRC Meetings (additional meetings \$600)
- o Public Hearing Notification
- o Planning Commission/City Council Meetings

#### o Final Plat

- o Fixed Fee = \$3500 + \$50 per lot or unit

- o Application Processing
- o Staff Review/Water Right Appropriation, Bonding
- o Engineering/Planner Review
- o 2 TRC Meetings included
- o Planning Commission/City Council Meetings
- o Recordation (County Fees Separate)
- o Pre-Construction Meeting

- o Annexation/Development Agreement:  
City Planner: \$75 /hour  
City Attorney: \$150 /hour

- o Water Rights Transfer, Draft Change Application = \$1,000
  - o City drafted water rights change application for applicant.  
(Applicant is responsible to provide necessary information, submit the application and defend the application.)

- o Construction Water Usage Fee: \$80 per lot

- o Development Promotional Sign Permit = \$200 per year
  - o Signs are not allowed to be posted indefinitely. Signs can only remain if building lots are still available for purchase.

Planner Hourly Fee:	\$75
Engineer Hourly Fee:	\$100
Public Works Hourly Fee:	\$58

#### o Plat amendment after an approval

- o Fixed Fee = \$2000
  - o Staff Review
  - o Engineering/Planner Review
  - o 1 TRC Meeting
  - o Public Hearing/Notification
  - o Planning Commission/City Council Meetings

- Recordation (County Fees Separate)

○ Lot line adjustment

- Outside of Subdivision no plat required = \$400
  - Review for code compliance
  - 1 TRC Meeting
  - Compliance Letter
- Within Subdivision Fixed Fee = \$1500
  - Staff Review
  - Engineering/Planner Review
  - 1 TRC Meeting
  - Public Hearing/Notification
  - Planning Commission/City Council Meetings
  - Recordation (County Fees Separate)

○ Street vacation

- Fixed Fee = \$2000
  - Staff Review
  - Engineering/Planner Review
  - 1 TRC Meeting
  - Public Hearing Notification
  - Planning Commission/City Council Meetings
  - Recordation (County Fees Separate)

**5 – INSPECTIONS**

*\*If the work is not ready for an inspection, charges will still occur.*

Public Work Inspections: \$300 per lot

BacT Water Sample Fee: \$50 per unit

Planner Hourly Fee:	\$75
Engineer Hourly Fee:	\$100
Public Works Hourly Fee:	\$58
Fire Chief Hourly Fee:	\$50

**6 - CONDITIONAL USE PERMIT**

○ Land use permit

Fixed Fee = \$1,000

- Application Processing
- Staff Review
- Engineering/Planner
- 1 TRC Meeting
- Public Notification
- Planning Commission/City Council Meetings

○ Accessory Apartment permit

Fixed Fee = \$400

- Staff Review
- Engineering/Planner
- 1 TRC Meeting
- Public Notification
- Planning Commission/City Council Meetings

○ Hobby Animal Conditional Use Permits

○ Fixed Fee = \$50

- Application Processing
- Staff Review
- Public Notification

○ Request to Amend or Revoke

a Conditional Use Permit = \$300

**1-CODE AMENDMENT**

○ Code amendment request

- Fixed Fee = \$1200
  - Staff Review
  - Engineering/Planner Review
  - 1 TRC Meeting
  - Public Hearing/ Notification
  - Planning Commission/City Council Meetings

**2-GENERAL PLAN AMENDMENT**

○ General Plan Amendment (Includes Zoning Map Changes)

- Fixed Fee = \$1200
  - Staff Review
  - Engineering/Planner Review
  - 1 TRC Meeting
  - Public Hearing/Notification
  - Planning Commission/City Council Meetings

**GENERAL PLAN /  
CODE AMENDMENT FEES**