



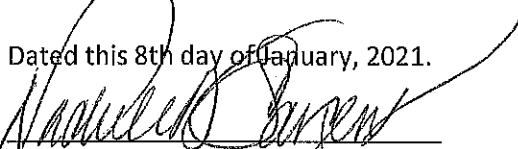
**COALVILLE CITY COUNCIL
MEETING NOTICE AND AGENDA**

Notice is hereby given that the Coalville City Council will hold its regular meeting on **Monday, January 11, 2021** at the Coalville City Hall, 10 North Main, Coalville, Utah. This meeting will begin at **6:00 P.M.** Due to the Covid-19 restrictions, only **10 individuals will be allowed to meet in person which will be the Coalville City Mayor, Council, and Staff.** Others may connect to the meeting using the Zoom meeting information listed below. The agenda will be as follows:

1. Roll Call
2. Pledge Of Allegiance
3. City Council Agenda Items:
 - A. Review And Ratification Of Ordinance No. 2020-3 Coalville City Council And Planning Commission Meeting Schedule
 - B. Continued Review And Discussion Of Coalville City Fee Schedule Updates
 - C. Review And Discussion Of Development Code Amendment Priorities And Direction
 - D. Consultant Updates
 - E. Public Works Updates
 - F. Community Development Updates
 - a. Business Licenses
 - G. Legal Updates
 - H. Council Updates
 - I. Mayor Updates
 - J. Executive Session
4. Review And Possible Approval Of Accounts Payable
5. Review And Possible Approval Of Minutes
6. Adjournment

** Coalville City reserves the right to change the order of the meeting agenda as needed.*

Dated this 8th day of January, 2021.


Nachele D. Sargent, City Recorder

Mayor
Trever Johnson

Council
Cody Blonquist
Philip B Geary
Rodney Robbins
Tyler Rowser
Don C Winters

****In compliance with the Americans with Disabilities Act, individuals needing special accommodations during this meeting should notify the City Hall (435-336-5981) at least three days prior the meeting.**

Posted: January 8, 2021 City Hall, Coalville City Website, Utah Public Notice Website

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/82659908475?pwd=aVdMZVIRbituNzArb0szZTJUUVo2Zz09#success>
Passcode: 975723

Or iPhone one-tap :
US: +12532158782,,82659908475#,,, *975723# or +13462487799,,82659908475#,,, *975723#

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 253 215 8782 or +1 346 248 7799 or +1 669 900 9128 or +1 301 715 8592 or +1 312 626 6799 or +1 646 558 8656

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Webinar ID: 826 5990 8475
Passcode: 975723

Coalville City Council
Regular Meeting
HELD ON
January 11, 2021
IN THE
Coalville City Council Chambers and Virtual

Mayor Trever Johnson opened the meeting at 6:00 P.M.

MAYOR And COUNCIL PRESENT:

Mayor Trever Johnson
Council: Rodney Robbins, Philip Geary,
Don Winters, Cody Blonquist,
Tyler Rowser (Virtual)

CITY STAFF PRESENT:

Don Sargent, Consultant
Sheldon Smith, City Attorney
Zane DeWeese, Public Works Director/Virtual
Paul Taylor, Engineer
Nachele Sargent, City Recorder

PUBLIC IN ATTENDANCE:

Virtual Attendance: Camellia Robbins,
Margarita Richins, Whitney Woodward,
801-842-7433, Jenalyn Johnson, Shawn
Matheson, Kelly Ovard

Item 1 – Roll Call:

A quorum was present.

Item 2 – Pledge Of Allegiance:

Mayor Johnson led the Council, Staff, and Public in the Pledge of Allegiance.

Item A – Review And Ratification Of Ordinance No. 2020-3 Coalville City Council And Planning Commission Meeting Schedule:

Mayor Trever Johnson reviewed Ordinance 2020-3 (Exhibit A) with the Council. He questioned if the first meeting in 2022 could be on a Tuesday instead of a Monday. The Council stated that would be fine. He stated this Ordinance only dealt with 2021 and so it wouldn't need to be included at this time.

A motion was made by Council Member Rodney Robbins to ratify Ordinance No. 2020-3 Coalville City Council And Planning Commission Meeting Schedule. Council Member Don Winters seconded the motion. All Ayes. Motion Carried.

Roll Call:

Council Member Cody Blonquist – Aye

Council Member Phil Geary – Aye
Council Member Rodney Robbins – Aye
Council Member Tyler Rowser – Aye
Council Member Don Winters – Aye

Item B – Continued Review And Discussion Of Coalville City Fee Schedule Updates:

Don Sargent referred to the Staff report (Exhibit B) and stated this was a continued review of the fee schedule. He stated he had focused on three areas right now which were the community development planning fees, the engineering/public works fees, and the building permit fees. Don gave an example of a downside to having a base fee plus an hourly cost which was a subdivision developer would include review fees in their cost estimates for the project, but they wouldn't know what the hourly fee would end up being. He stated the accounting responsibilities the City would incur trying to manage that type of fee could be another issue to consider. Don stated one other issue was trying to collect the fees. He stated a developer would be fine to pay an application fee, but if the project went south for some reason, they wouldn't want to pay the hourly fees and it would be difficult to collect. Sheldon Smith agreed and stated it would be difficult to keep track of the hourly fees and there could be disputes over the hourly fees. He stated It would require a significant accounting from the whole City staff to keep track of hours spent on a project. He stated he felt it would be better to have a set fee. He suggested adding a provision to be able to bill additional costs if additional reviews were needed. The Mayor, Council, and Staff discussed the options including the possibility of having a project go way past the set fee, having a project pay more than the costs incurred, a major subdivision over a certain amount could be charged a base fee plus an hourly cost, having the developer sign an agreement stating they understood they would be charged an additional hourly fee, not allowing the project to move through the process without payment, the schedule already included a statement that the fees had to be paid prior to any action, having a fee that if the project was over a certain size then they would pay an estimate of the cost and if there was any left at the end of the process then it would be refunded, simplifying the building permit fees by charging one fee instead of levels by square feet, having a re-inspection fee, reviewing the renewable energy fees, having a separate commercial and private wind generator fee, going with a base fee which would double the current fee but was needed to cover the City costs incurred, and using the per lot fee for subdivisions. The Council directed Don Sargent to go with a base fee schedule. He stated he would make the suggested changes and bring it back to the Council for review and possible adoption at the next meeting.

Item C – Review And Discussion Of Development Code Amendment Priorities And Direction:

Don Sargent reviewed the priority list for the Development Code amendments with the Council (Exhibit C). He stated the Planning Commission had been working on the Parks, Trails, and Open Space and it was close to being completed. Council Member Cody Blonquist suggested finishing the Fee Schedule and the Parks, Trails, and Open Space since they were both close to being completed and then moving to the Use lists. Mayor Trever Johnson agreed and stated he thought the list had the right order. Council Member Rodney Robbins stated he felt the MPD needed to be taken care of first. Don Sargent stated revising the Use list and the Definitions would take care of a lot of the concerns on the MPD. The Mayor, Council, and Staff reviewed the list. Sheldon Smith questioned what concerns the Council had with the Wet Water requirements. Council Member Rodney Robbins stated he thought they should have to bring actual wet water certificates instead of paying a "fee in lieu". Sheldon Smith stated the City had worked on this before and answering the

questions of what “wet water” actually meant was very difficult. He gave the example of a homeowner trying to figure out how to bring wet water to the City. He stated the City wouldn’t want to require him to drill a well and hook it into our water system. Paul Taylor stated that would compromise the City water system which would defeat the point. Sheldon Smith stated the Council really needed to think through what they were trying to achieve and how to do that when they discussed requiring someone to bring wet water. Council Member Rodney Robbins stated he thought they should have to bring a certificate of shares to the City. Mayor Trever Johnson stated the City already owned a bunch of water shares and the “fee in lieu” was paying to use those shares and the money helped to have the ability to look for and provide new water for the City. Don Sargent stated currently the “fee in lieu” was \$5,000 per unit. Zane DeWeese stated the City already had a resolution in place that required someone outside of the City limits to bring water certificates or wet water to the City. Council Member Cody Blonquist stated he thought the ALJ needed to stay above wet water on the priority list. Don Sargent stated something like the ALJ wouldn’t take as much public input time. Council Member Tyler Rowser questioned if the ALJ needed to go through the Planning and public hearing process. Sheldon Smith stated it was part of the Code and would need to go through the same process. Council Member Cody Blonquist stated he felt the use list for the zones should be more of a commonsense list of what would you expect to see in a certain zone. Council Member Don Winters stated he didn’t want the City to go in the direction of being a resort town. He stated he would like it to stay smaller and more private. Sheldon Smith stated he wanted the Council to know he had never had a conversation with somebody about what went into the use list or the districts or the MPD. He stated he hadn’t discussed it with another attorney or anybody else and didn’t meet with Wade Budge about the MPD. He stated that wasn’t his job and he hoped that if the Council heard that out in the public, that they would clarify that for some people. He stated he would just ask, not just with this, but when they seen or heard a lot of things that were being said that they knew were not true, that they would correct and clarify it. Don Sargent explained to the Council that several years ago most conditional use permit options were taken out of the Code and replaced with permitted use. He stated he felt this was more problematic and so with the Council’s direction, he would like to pull that back just a little more and add back into the Code the industry standard of a typical conditional use for each zone. Sheldon Smith stated when the City went to the permitted use standard, there had been several court cases in Utah dealing with conditional use permits. He stated all municipalities tried to eliminate conditional uses to avoid any type of possible court action, but now the trend was going back in the other direction. He stated a conditional use was a permitted use with a few conditions outlined in the Code. He stated the Council couldn’t just add their own conditions for each application. Don Sargent stated the Code would outline the conditions of approval and there was a public hearing process the project would go through. He stated he would move ahead with the priority list as presented. He stated he would email out the use list and definitions to the Council and requested for them to look through them and send any direction or ideas to him to take to the Planning Commission.

Item D – Consultant Updates:

Don Sargent stated the Wohali project was preparing a final plat for Phase I and they were also finalizing the Development Agreement. He stated they planned on presenting them together, but it would be a little while before they would be ready.

Don Sargent stated he had received a call from a Developer that was interested in pursuing a project in the Allen Hollow area. The project would consist of a “live, work, play” community. He

stated this was the latest trend in development across the Country. He stated the Developer had requested to meet with him as the Coalville City representative. Mayor Trevor Johnson stated they should first meet with Paul Taylor and then Paul could reach out if any help was needed. Sheldon Smith stated he thought the Mayor should be in attendance too. The Mayor, Council, and Staff discussed the Allen Hollow area and what would or wouldn't be allowed with it being zoned Light Industrial. Council Member Rodney Robbins questioned if they were allowed to build on the old landfill site, if the City would be liable if any problems occurred with the buildings or health issues. Sheldon Smith stated the City could be liable. He stated when the Allen Hollow project was trying to develop, they did a lot of studies to try and determine where the landfill cells were located. He stated there was also a reservoir there that failed because there were some coal tunnels that allowed water to flow underneath it which caused it to fail. He stated there were a lot of issues with that property. Don Sargent stated he thought there was a provision in the Code that didn't allow residential building on top of a landfill. He stated he would refer the interested party to Paul Taylor.

Item E – Public Works Updates:

Zane DeWeese stated he had been working with Paul Taylor to get a CDBG application project put together for a portion of the Storm Drain.

Zane DeWeese stated he had been having quite a problem with people thinking they had the right to go out to their meter box and turn their water on and off as they wanted. He stated the City had replaced several meter setters, dug up roads to shut water off, etc., because they ended up breaking their meter. He questioned if there was an ordinance that prohibited them from tampering with their meter. Sheldon Smith stated he would have to review the Water Ordinance to see if there was something enforceable. He stated generally, in any community, they didn't have the right to mess with the water meter at all. Zane stated he had been having more and more issues with this type of problem and the City was paying to purchase new meters to replace the broken ones. He stated he felt there needed to be some way to recoup those costs if it was caused by the homeowner. Council Member Cody Blonquist suggested putting a tag on the meter that stated they had to call the Public Works Department to come out and turn the water on and off. Zane DeWeese stated he was happy to go out and help anyone with a water problem, but right now they were getting called after there was a problem. He stated he would research his options and the ordinance to see what could be done. Council Member Phil Geary stated he wanted to commend the Public Works Department. He stated his neighbors' water was frozen and Kyle Clark and Colby Smith stopped and got the water running again. He stated they were very helpful. Zane DeWeese stated he had a great group of guys in the Department right now.

Item G – Legal Updates:

Sheldon Smith stated Council Member Tyler Rowser had brought a couple of things to his attention that needed to be addressed. He stated one of the issues was the new owner at 186 E Park Road was parking out in the street which was dangerous on that narrow corner. He asked the Council if he could have Public Works put up some no parking signs in that area to help control the parking issues there. The Council agreed to have the no parking signs installed in that area. He stated the fence there needed to also be addressed as it wasn't in compliance with the Code. Sheldon stated there were some people living in a travel trailer in their driveway. He stated the water was shut off at the home because of a leak, but he wasn't sure why they were living in the travel trailer. He

"Exhibit A"
Council 1/11/21

ORDINANCE NO. 2020-3

SCHEDULE OF COALVILLE CITY COUNCIL AND PLANNING COMMISSION MEETINGS FOR THE 2021 CALENDAR YEAR

THIS ORDINANCE SETS FORTH THE MEETING SCHEDULE OF THE COALVILLE CITY COUNCIL AND PLANNING COMMISSION FOR THE 2021 CALENDAR YEAR.

THE CITY COUNCIL OF THE CITY OF COALVILLE, UTAH ORDAINS AS FOLLOWS:

PURPOSE OF THIS ORDINANCE. The provisions hereinafter contained are to establish and set forth notice to the public and all others that may have an interest in the regular City Council and Planning Commission meetings for Coalville City and to adhere to the ordinances, statutes and laws of Coalville City and the state of Utah. All meetings of the Coalville City Council will be open to the public, unless otherwise permitted by state statute.

ORDINANCE PROVISIONS. The Coalville City Council will hold regular meetings at the Coalville City Hall, 10 North Main Street, Coalville, Utah at 6:00 P.M. on the following days:

CITY COUNCIL MEETINGS:

JANAURY 11, 2021
JANUARY 25, 2021
FEBRUARY 8, 2021
FEBRUARY 22, 2021
MARCH 8, 2021
MARCH 22, 2021
APRIL 12, 2021
APRIL 26, 2021
MAY 10, 2021
MAY 24, 2021
JUNE 14, 2021
JUNE 28, 2021
JULY 12, 2021
JULY 26, 2021
AUGUST 9, 2021
AUGUST 23, 2021
SEPTEMBER 13, 2021
SEPTEMBER 27, 2021
OCTOBER 12, 2021 *Tuesday
OCTOBER 25, 2021
NOVEMBER 8, 2021
DECEMBER 13, 2021

ORDINANCE PROVISIONS. The Coalville City Planning Commission will hold regular meetings at the Coalville City Hall, 10 North Main Street, Coalville, Utah at 6:00 P.M. on the following days:

PLANNING COMMISSION MEETINGS:

JANUARY 19, 2021 *Tuesday
FEBRUARY 16, 2021 *Tuesday
MARCH 15, 2021
APRIL 19, 2021
MAY 17, 2021
JUNE 21, 2021
JULY 19, 2021
AUGUST 16, 2021
SEPTEMBER 20, 2021
OCTOBER 18, 2021
NOVEMBER 15, 2021
DECEMBER 20, 2021

CHANGES TO MEETING SCHEDULE. All meetings scheduled for the Coalville City Council and Planning Commission as part of this Ordinance may be changed or cancelled as provided in ordinance, state law and/or by the action of the council at a previous meeting. Proper legal notices must be provided in order to change the time, place and/or day of the meeting.

EFFECTIVE DATE. This Ordinance shall take effect on the 1st day of January, 2021.

PASSED, APPROVED AND ADOPTED by the City Council of Coalville City, Utah this 18th day of December, 2020. Ratified by the City Council on the 11th day of January, 2021.

ATTEST:

COALVILLE CITY:

City Recorder

Mayor Johnson

Council Member Blonquist

Voted _____

Council Member Geary

Voted _____

Council Member Robbins

Voted _____

Council Member Rowser

Voted _____

Council Member Winters

Voted _____



"Exhibit B"
Council 1/11/21

Staff Report

Coalville City
Project Coordinator

To: Coalville City Mayor and Council
From: Don Sargent, City Project Coordinator
Date of Meeting: January 11, 2021
Re: Draft Updated Coalville City Fee Schedule
Action: Continued Work Session

Continued Review and Discussion of Draft Updated Fee Schedule

REQUEST

The purpose of this work session is to continue the review and discussion of the updates to the city fee schedule, particularly for development review applications, and provide direction to staff for the preparation of a final draft.

This item is scheduled for work session only. No action on the fee schedule is being considered at this time. A final draft of the updated fee schedule will be scheduled on a future council agenda for adoption by resolution.

BACKGROUND

The existing city fee schedule has not been updated since 2015. **Attachment A** includes the existing 2015 city fee schedule for reference. The mayor and city council has indicated that the existing review, processing, and other fees indicated in the fee schedule may not be current with industry standards and actual review costs.

At the December 14, 2020 city council meeting staff was directed to revise the fee schedule to include a base fee plus hourly review costs for development review applications. In addition the council provided input on several fee amounts and other refinements to the fee schedule. The council also asked staff to determine and apply typical review costs of recent applications for a basis of the fee amounts.

ANALYSIS

Staff researched several application types processed by the city over the last several years, including annexation, commercial, subdivision and conditional use applications, and also compared fee amounts of other jurisdictions (discussed at the last meeting) as a basis for recommended fee amounts. **Attachment B** includes a Draft Fee Schedule which is focused on development review applications and building permits. **Attachment C** includes a Fee Comparison of the existing city fee amounts and the draft updated fee amounts for development review applications.

RECOMMENDATION

Staff recommends the City Council review and discuss the draft updated fee schedule and provide any additional input and direction to staff for preparing a final updated fee schedule for possible adoption at a subsequent meeting.

ATTACHMENTS

- A.** Existing 2015 City Fee Schedule
- B.** Draft Coalville City Updated Fee Schedule
- C.** Existing and Draft Fee Comparison Matrix

ATTACHMENT A

Existing 2015 City Fee Schedule

RESOLUTION NO. 2015-1
FEE SCHEDULE FOR COALVILLE CITY
COMMUNITY DEVELOPMENT DEPARTMENT

WHEREAS, Coalville City has adopted a Development (Zoning) Ordinance and Subdivision Ordinance, and,

WHEREAS, these ordinances contemplate and provide that the City shall fix fees for the filing of various applications and permits and for purposes required in the implementation of the ordinances, and

WHEREAS, by Resolution No. 1998-5, the City adopted fee schedules for certain applications and permits filed and issued pursuant to the Development Ordinance adopted by the City, and

WHEREAS, by Resolution No. 2006-7, the City adopted revised fee schedules, and

WHEREAS, by Resolution No. 2010-2, the City adopted revised fee schedules, and

WHEREAS, by Resolution No. 2011-1, the City adopted revised fee schedules, and

WHEREAS, certain changes are to be made in the fee schedule and the City desires to adopt a resolution providing a fee schedule which shall supersede and replace the fee schedule promulgated by Resolution No. 2011-1, updated to show the current fees,

WHEREAS, following the holding of a public hearing as required by law, the City Council approved the following resolution relating to a revised fee schedule for Coalville City at its regular City Council Meeting held March 9, 2015.

NOW, THEREFORE, BE IT RESOLVED that the following fee schedule is hereby adopted:

APPLICATIONS

APPLICATION TYPE

FEE AMOUNT

Annexation

Annexation

\$1,250, plus notification and publication costs

Appeals Fees

Appeals to the Board of Adjustment	\$200, plus notification and publication costs
Re-application Fees	Original Fees

Building Permit

Application Fee	\$200
Demolition Fee	\$200
Violation	Double filing fee when fee is required and \$10/day fine up to the day of initial corrective action or acceptable response made thereto
Plan Check Fees	65% of Building Permit Fee
Electrical, Mechanical & HVAC Permit	\$101 unless Commercial
Use of Outside Consultants for Plan Reviews, Inspections, or both	Actual cost plus application fee

Public Street Vacation

Public Street Vacation	\$625 + notification & publication costs
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Code Enforcement

Administrative Code Enforcement Fees	Double filing fee (when fee is required) and \$25/day fine (up to the day of initial corrective action and/or acceptable response is made to the City).
Daily Violation Fee	\$25

Minimum Fee for Noncompliance	\$50
Maximum Fee for Daily Violations	\$1,000

Beer and Liquor License

Beer and Liquor License	\$200
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Gamma Requests

Copies made at City facility	\$.25 per single page (8 ½ X 11) \$.50 per single page (11 X 17)
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Business License

New License	\$20 - \$50 base fee + other applicable fees
Temporary Use and Signs	\$25 signs up one week before & down 48 hours after event
Renewal	\$20 - \$50 base fee + other applicable fees
Agriculture Services, Fishing, Hunting, Trapping, Mining & Quarry	\$25 + fee for employees
Construction Related Activities	General contractor, \$50 + fee for employees; sub- contractor, \$30 + fee for employees
Manufacturing Activities	\$50 + fee for employees
Transportation, Communications and Utilities	\$25 + fee for employees
Wholesale Trade	\$50 + fee for employees
Retail Trade	Grocery, towing, gas & oil,

	hardware, software, towing, equipment, rental, prescription drugs, \$25 + fee for employees
Eating and Drinking Establishments	\$25 + fee for employees
Rental Units	Motel, Hotel, RV Parks, Rentals, etc. \$20 + \$10 per unit storage units \$20 + \$5 per unit
Pawn Brokers	\$50 + fee for employees
Finance, Insurance & Real Estate Services	\$50 + fee for employees
Other Professional Services	\$50 + fee for employees
Other Services	\$30 + fee for employees
Home Occupations	Minor: \$25 + fee for employees; Major: \$35 + fee for employees
Temporary Retail Sales	\$25 + fee for employees
Special Sales Events & Promotions	N/A
Non-Profit Special Events	N/A
Solicitors, Peddlers, Vendors, Transient Sales	Requires Notification
Motion Picture Productions	\$500

Excavation Fees

Application Fee	\$50
Basic Permit/no asphalt disturbance	\$50
Permit for Penetration of Asphalt	\$1,300 with \$650 refunded after work is accepted
Per pothole utilizing soft dig methods	\$50

ROW excavation	\$50 per pothole \$100 per site + \$0.50 per square foot
Asphalt Cuts	
i. Asphalt < 3 years old	\$500 + 0.50 per square foot
ii. Asphalt 3 years old or older	\$250 + 0.25 per square foot
ROW or Roadway crossings using no trench methods	\$100 per crossing + 0.10 per linear foot
Sidewalk, Curb and Gutter, misc. concrete	\$100 + 0.15 per square foot
All are Non-Refundable	

Bonding Requirements

Cash Bond \$1,500 for summer work; held by City and refundable one (1) year after final inspection
 Cash Bond \$2,000 for winter work; held by City and refundable two (2) years after final inspection
 For projects where surface repair is estimated to exceed \$2,000 a cash or surety bond for \$125% of the estimated cost
 For utility companies with bonding in place; proof of that bonding and contractor's access to the bonding is satisfactory

Digging without a permit

Doubling of original fee that would have been required

Planning Fees

Pre-application Fees	Minimum of \$200, is applied toward application fees
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Subdivision

Concept Conference	Subdivision/MPD: \$25/lot or unit commercial/
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General Plan Book	\$25 (<u>special request</u>)
Maps	\$10 (color) <u>11X17</u>
Zoning/Subdivision Ordinance Book	\$50 (development code)
City Standards and Specifications	\$40

Sign Review

Sign Review	\$75 + other applicable fees
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Sewer Fees

Connection	\$1,500 (Impact Fees may be Applicable)
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Water Fees

Connection	$\frac{3}{4}$ inch connection is \$1,350 1 inch connection is \$1,850 2 inch connection is \$3,200
Reconnect Fee	\$35
Deposit for Connection	\$200

SPECIAL SERVICES

Professional Consultant Fees: In the event it is necessary for the City to obtain the services of a planner, engineer, attorney, or other outside professional consultant to review an application, the applicant shall pay the actual cost in excess of the application fees incurred by the City for such services.

Pre-Application Fees: In the event an applicant requests a Staff review and/or Planning Commission Work Session prior to filing a formal application, a \$200 minimum fee shall be required. If a formal application is filed following the Staff review and/or Planning Work Session, the \$200 will be applied toward the application fee.

Note: This development and inspection fee schedule may be periodically updated

and/or revised by a resolution of the City Council as deemed necessary to cover the cost of reviewing and processing applications, inspecting development projects and enforcing the building and development codes.

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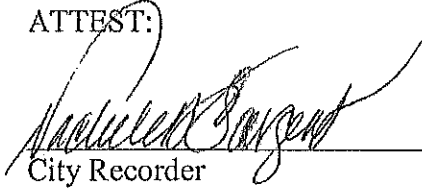
Note: The fees for reviewing preliminary plats, final plats, and site plans cover the cost of reviewing two submittals for each stage in the process. Any additional submittals will be assessed a review fee on an hourly basis at the non-negotiable hourly rate of the City Engineer and City Planner. Review costs can be kept to a minimum if the engineer for the developer is thorough in the original plat and plan preparation, is thoroughly familiar with the subdivision ordinance and associated checklists, and is responsive to the review comments. All review costs associated with each subdivision shall be paid in full prior to approval by the governing body.

This resolution supersedes and replaces Resolution No. 2011-1 and shall be and become Effective on the date set forth below.

DATED this 9th day of March, 2015
Council Member Anson
Council Member Richins
Council Member Coleman
Council Member Robbins
Council Member Judd

aye
aye
aye
aye
aye

ATTEST:


City Recorder


Mayor

ATTACHMENT B

Draft Updated Fee Schedule

COALVILLE CITY DEVELOPMENT REVIEW FEE SCHEDULE

COMMUNITY DEVELOPMENT (PLANNING) FEES

- 1) **Annexation:** \$1,500 + \$10/acre
- 2) **Administrative Appeal:** \$400
- 3) **Board of Adjustment Application:** \$500
- 4) **Conditional Use Permit:** \$250 + hourly review costs
- 5) **Condominium Plat:** (same as subdivision fees)
- 6) **Development Agreement:** \$500 + hourly review costs
- 7) **Development Agreement Amendment:** \$250 + hourly review costs
- 8) **Zone Map or Code Text Amendment:** \$500 + hourly review costs
- 9) **Final Subdivision Plat/Site Plan:** \$600 + hourly review costs
- 10) **General Plan Amendment:** \$500 + hourly review costs
- 11) **Lot Line Adjustment:** \$400
- 12) **Lot of Record Determination:** \$50 / parcel
- 13) **Subdivision Plat/Site Plan Amendment**
 - a. Administrative process (if no public hearing is held): \$500
 - b. Public process (if a public hearing is held): \$750
- 14) **Preliminary Subdivision Plat/Site Plan:** \$750 + hourly review costs
- 15) **Public Hearing Notification and Publication:** \$2.00/individual notice and actual cost of newspaper publication.
- 16) **Sign Permit:** \$100/sign
- 17) **Concept Plan:** \$300 + hourly review costs
- 18) **Pre-Application Fees:** In the event an applicant requests a Staff review and/or Planning Commission Work Session prior to filing a formal application, a \$200 minimum fee shall be required. If a formal application is filed following the Staff review and/or Planning Work Session, the \$200 will be applied toward the application fee.

ENGINEERING and PUBLIC WORKS FEES

- 1) **Construction Plan Review:** \$400 + hourly review costs
- 2) **Construction Inspection Fee:**
 - a. For projects with estimated construction cost less than or equal to \$500,000, the fee is 1.5% times the construction cost.*
 - b. For projects with estimated construction cost more than \$500,000, the fee is \$7,500 plus 0.1% times the construction cost.*

* Construction costs to be included in the fee calculation are for all "Public" Improvements including sewer, water, secondary water, and roads. It does not include building or structure improvement costs.
- 3) **Public Street Vacation:** \$300 + hourly review costs
- 3) **Excavation Encroachments and Structures in the City Right of Way**
 - a. **Excavation Permit:** \$150 Base Fee or the first 100 linear feet + \$10 per additional 100 linear feet
 - b. **Driveway Encroachment Permit**
 - i. \$200 per Encroachment
 - ii. \$100 Re-inspection Fee
 - c. **Structure Encroachment Permit:** \$100 first structure + \$10 per additional structure
 - d. **Excavation Completion Bond:** \$400 per 100 feet of trench (\$1500 min)
 - e. **Asphalt Cut Repair Bond:** \$500 plus \$50 per square foot
 - f. **Driveway Bond:** 120% of the estimated cost to complete restoration and revegetation
 - g. **Road Closure Permit:** \$100
- 4) **Excavation, Grading, and Filling on Private Property**
 - a. **Grading Permit**
 - i. **Less than 5,000 cubic yards:** \$150/application
 - ii. **Equal to or more than 5,000 cubic yards:** \$400/application
 - b. **Revegetation Bond:** 120% of the estimated cost to complete revegetation
 - c. **Completion Bond:** 120% of the estimated cost to complete restoration
- 5) **Floodplain Development**
 - a. **Application Review:** \$200 per application
 - b. **Floodplain Determinations:** \$50 per request
- 6) **Storm Water Pollution Prevention Plan and Erosion Control Plan**
 - a. **Sites Less Than One Acre:** \$100 per application
 - i. \$100 Re-inspection Fee
 - b. **Sites of 1 Acre or More:** \$200 per Application + \$20 per additional acre
 - i. \$100 Re-inspection Fee
 - c. **SWP3 and ECP Bond:** 120% estimated cost to implement

7) **Construction Water Use Fees:** This fee is for the sale of water via a fire hydrant connection for the purpose of construction uses. The sale must be approved by the Coalville City Public Works Director. The PWD will also determine the connection site for the point of sale and reserve the right to stop the sale of water at any time for any reason. Sale of water is dependent upon the availability and, day to day water department operations. All connections to a truck, trailer or other means of transporting water must be approved by a public works employee. Water will be metered and charged per/gal. A fee will be assessed for connection and inspection.

a. Water Meter Connections:

- i. \$100.00 during PW normal working hrs.
- ii. \$150.00 after PW normal working hrs.

a. Water Rates:

- i. \$3.50 per 100/gal or 0.035 cents per/gal
- ii. \$4.50 per 100/gal or 0.045 cents per/gal after NWH
- iii. 1000 gallons or less will be charged \$35.00 per/load

BUILDING PERMIT FEES

(fees are based on cost per square foot)

1) Building Valuations

- a. **Agricultural Buildings:** \$20 per square foot
- b. **Commercial Structures per the International Building Code (IBC):** Cost per square foot as reported in the Building Safety Journal published by the International Code Council (ICC)
- c. **Residential Structures per the International Residential Code (IRC):** Cost per square foot is based on the table listed below:

Residences (single family and townhouses)

250 — 1300	= \$98.95
1301 — 1400	= \$99.94
1401 — 1500	= \$100.93
1501 — 1600	= \$101.92
1601 — 1700	= \$102.91
1701 — 1800	= \$103.90
1801 — 1900	= \$104.89
1901 — 2000	= \$105.88
2001 — 2100	= \$106.87
2101 — 2200	= \$107.86
2201 — 2300	= \$108.55
2301 — 2400	= \$109.83
2401 — 2500	= \$110.82
2501 — 2600	= \$111.81
2601 — 2700	= \$112.80
2701 — 2800	= \$113.79
2801 — 2900	= \$114.78
2901 — 3000	= \$115.77
3001 & up	= \$116.76

d. **Garages:** \$37.87 per square foot

e. **Decks:** \$5 per square foot

2) Building Fees

- a. **Agricultural Buildings:** \$6 per \$1,000 of valuation or fraction thereof
- b. **Commercial Structures built per the IBC:** Fees calculated at a rate of 0.0075 (3/4 of 1%) of the construction valuation
 - i. **Minimum fee:** \$25
- c. **Residential Structures built per the IRC:** Fees calculated at a rate of 0.0075 (3/4 of 1%) of the construction valuation.
 - i. **Minimum fee:** \$25

3) Plan Review Fees

- a. **Agricultural Buildings:** No fee
- b. **Commercial Structures:** 65% of building permit fee
- c. **Residential Structures:** 65% of building permit fee
- d. **Detached garages with no living space, decks/porches for existing structures, and accessory buildings:** 15% of building permit fee

4) Plumbing Permit Fees

- a. **Permit Issuance Fee:** \$10
- b. **System Fee (does not include \$10 issuance fee):**
 - i. **Agricultural Buildings:** \$0.025 per square foot
 - ii. **Commercial Structures per the International Plumbing Code (IPC):** \$0.03 per square foot
 - iii. **Residential Structures per the IRC:** \$0.025 per square foot

5) Mechanical Permit Fees

- a. **Permit Issuance Fee:** \$10
- b. **System Fee (does not include \$10 issuance fee):**
 - i. **Agricultural Buildings:** \$0.025 per square foot
 - ii. **Commercial Structures per the International Mechanical Code (IMC):** \$0.03 per square foot
 - iii. **Residential Structures per the IRC:** \$0.025 per square foot

6) Electrical Permit Fees

- a. **Permit Issuance Fee:** \$10
- b. **System Fee (does not include \$10 issuance fee):**
 - i. **Agricultural Buildings:** \$0.025 per square foot
 - ii. **Commercial Structures per the National Electric Code (NEC):** \$0.035 per square foot
 - iii. **Residential Structures per the IRC:** \$0.03 per square foot

7) Alternative Energy Permits: These permits are separate from the permits issued for new construction. These permits include, but are not limited to, hot water, photovoltaic, geothermal, and wind generated power.

- a. **Photovoltaic System:** \$350
- b. **Geo-Thermal:** \$250
- c. **Solar Hot Water:** \$150
- d. **Wind Generator:** \$150
- e. **Permit Issuance:** 10% of review fee

8) Utah State Surcharge: A 1% surcharge on all permits to be collected and remitted to the State of Utah as per UCA §5A-1-209., as amended

9) Other Inspections and Fees

- a. **Inspections outside of normal office hours:** \$100 per hour (minimum of one hour)
Re-Inspection fee assessed under the provisions of Chapter 1 of both the IBC and IRC: \$100 per occurrence

- b. Inspections and permits for which no fee is specifically indicated: \$100**
- c. Additional plan review required by changes, additions, or revisions to approved plans: \$100 per hour (minimum of one hour)**
- d. Violations: Double filing fee and \$25/day fine until corrective action is taken**
- e. Initial Building Permit Application Fee: \$200 (fee credited to final fee amount if permit is issued)**

10) Demolition Permit: \$200

PROVISIONS APPLICABLE TO COMMUNITY DEVELOPMENT, ENGINEERING, PUBLIC WORKS, AND BUILDING FEES

1) Refunds of Fees

Community Development, Engineering and Public Works Fees

A refund may be given in an amount not to exceed fifty percent (50%) of the application fee or fees paid, when the application is withdrawn, in writing, prior to any of the following:

1. Issuance of any notice of public hearing or prior to begin placed on agenda of the Planning Commission, Board of Adjustment, or City Council.
2. Completion of the review of any documents or plans submitted with the application.
3. An inspection or site visit requested by the applicant or performed by Staff.

Building Fees

A refund may be given in an amount not to exceed eighty percent (80%) of the building permit fees paid, at the discretion of the Building Official if work has not commenced on the permitted project and more than six months has not passed since the granting of the permit. Plan review fees are not refundable.

2) Hourly Review Costs

Hourly review costs include the review of applications by city staff at current hourly rates at the time of review. Hourly review costs also include fees to review an application by an outside professional consultant.

Hourly Review Costs Paid Prior to City Action: All hourly review costs to date, including outside professional consultant fees, shall be paid to the city by the applicant prior to any work session, public hearing, or other action taken by the city on the application.

2) Special Services

Professional Consultant Fees: In the event it is necessary for the City to obtain the services of a planner, engineer, attorney, or other outside professional consultant to review an application, the applicant shall pay the actual cost incurred by the City for such services.

Special Circumstances: If an application requires additional review, evaluation, or research for a unique or special circumstance(s), the applicant shall pay the hourly review cost of city staff or outside professional consultant to conduct the additional review.

3) Double Fees

Any person, firm, corporation, or any other entity who commences any development activity before obtaining the necessary permits shall be subject to double permit fees for the specified application. The payment of such double fee shall not relieve anyone from fully complying with the requirements of applicable codes and ordinances in the execution of the work nor from any other penalties prescribed herein.

Coalville City shall have the right to issue a stop work order if development activity is commenced or continued without obtaining the necessary permits.

"Development Activity" as used herein includes any of the following activities requiring a permit:

- a) Change in use.
- b) Construction, clearing, filling, excavating, grading, paving, dredging, mining, drilling or otherwise significantly disturbing the soil of a site.
- c) Building, installing, enlarging, replacing or substantially restoring a structure, impervious surface.
- d) Erection of a sign.
- e) Alteration of a historic property for which authorization is required under this title.
- f) Any activity increasing the need for parking or generating additional traffic.
- g) Construction, elimination, or alteration of a driveway within a public road right-of-way.
- h) Demolition of existing structures.

4) Review and Revision of Fee Schedule

The City shall review the fee schedule every two (2) years and revise the fee schedule as necessary to ensure that the fees cover the actual cost of processing applications but in no case exceeds that amount.

ATTACHMENT C

Fee Comparison Matrix

DEVELOPMENT APPLICATION FEE COMPARISONS

Community Development Applications

Application Type	Existing Coalville City Fee Amount (2015)	Draft Updated Coalville City Fee Amount (2021)
Annexation	\$1,250	\$1,500 + \$10/acre
Appeals	\$200	\$400
Pre-Application	\$200	\$200
Concept Plan	\$25/lot or unit	\$300 + hourly review costs
Preliminary Subdivision/Site Plan	\$125/lot or unit \$100/1000 sq. ft. Commercial \$175/unit Multi-family	\$750 + hourly review costs
Final Subdivision Plat/Site Plan	\$100/lot or unit \$100/1000 sq ft Commercial \$100/unit Multi-family	\$600 + hourly review costs
Plat Amendment	\$500	\$500 administrative review \$750 public hearing review
Lot Line Adjustment	\$250	\$400
Conditional Use	\$250	\$250 + hourly review costs
Zone Map or Code Text Amendment	\$500	\$500 + Hourly review costs
Sign Permit	\$75	\$100/sign
Board of Adjustment	\$200	\$500
Development Agreement	N/A	\$500 + hourly review costs
General Plan Amendment	\$500	\$500 + hourly review costs
Lot of Record Determination	N/A	\$50/parcel

Engineering/Public Works Applications

Application Type	Existing Coalville City Fee Amount (2015)	Draft Updated Coalville City Fee Amount (2021)
Excavation	\$50	\$150 for less than 5,000 cubic yards. \$400 for 5,000 cubic yards or more. 120% Revegetation Bond 120% Completion Bond
Floodplain Determination	N/A	\$50 per request
Floodplain Development Review	N/A	\$200
Public Street Vacation	\$625	\$300 + hourly review costs
Construction Inspection Fee	1.5% cost of public improvements	1.5% cost of public improvements less than or equal to \$500,000. \$7,500 + 0.1% cost of public improvements greater than \$500,000.
Construction Plan Review	N/A	\$400 + hourly review costs
Storm Water Pollution Prevention Plan (SWP3) and Erosion Control Plan (ECP) Review	N/A	\$100 for sites less than 1 acre + \$100 re-inspection fee \$200 for sites 1 acre or more + \$100 re-inspection fee
SWP3 and ECP Bond	N/A	120% of estimated cost to implement

Development Code Amendments

Priority and Discussion

- Update Fee Schedule
- Parks, Trails, and Open Space
- Use Lists in all Zone Districts
- Definitions of Uses
- MPD Clean-up/Refinement
- ALJ and Enforcement Provisions
- Wet Water Requirements

Other:

1. Subdivision street lighting, signs, and road crossing striping
2. Bee Keeping Provisions
3. Zone Map Amendments for consistency with new county zoning at city limit lines
4. Include Storm Drainage Requirements in subdivision review and approval process
5. Add Community Renewable Energy Goal (Resolution No. 2019-5) to General Plan
6. Minor Permit Process and Criteria
7. Update Application Forms
8. Processing Fees for Special Events and Movie Production