



**City of Elk Ridge**  
**Fee Schedule**  
 As of November 15, 2017

**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 = (refunded after completion and inspection)
    - \$0 - \$10,000 (value of project) = \$200
    - \$10,000 - \$100,000 (value of project) = \$1,000
    - \$100,000 + (value of project) = \$2,000
  - o Landscaping Deposit = \$2,500 (\$2,400 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
    - Payson/Salem = \$2,200.00
    - Elk Ridge = \$897.00
    - Totalling = \$3,097.00
  - 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**

**RECORDS REQUEST FEES**

- o Copies per page = \$.25
- o Copies per page for certified copies = \$5.00
- o Compilation time per hour (divided into \$5.00 per 15 minutes) plus copy costs = \$20.00
- o Accident Report = \$6.50

**MISCELLANEOUS FEES**

- 1-BUSINESS LICENSE**
  - o Business license = No annual fee: license renewal due 1 year after date of issuance.
  - 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-PUBLIC WORKS SERVICE CHARGES**
  - o Camera Sewer Line = \$100.00 surcharge + \$58 per hour, 1 hour minimum
  - o Vac Truck Services = \$100.00 surcharge + \$58 per hour, 1 hour minimum

**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

**WATER CHARGES**

- 1-Base fee = \$47 per month
- Charges for water used above base fee:
  - a. 0 to 10,000 gallons - \$0.75 per 1,000 gallons
  - b. 11,000 to 25,000 gallons - \$1.50 per 1,000 gallons
  - c. 26,000 to 40,000 gallons - \$2.25 per 1,000 gallons
  - d. 41,000 to 70,000 gallons - \$2.75 per 1,000 gallons
  - e. 71,000 to 100,000 gallons - \$3.00 per 1,000 gallons
  - f. 101,000 to 130,000 gallons - \$3.25 per 1,000 gallons
  - g. 131,000 gallons and up - \$3.50 per 1,000 gallons

## OUTDOOR WATERING IN VIOLATION FEES:

- Watering during mandatory restrictions
  - 1<sup>st</sup> Offense: \$100.00
  - 2<sup>nd</sup> Offense: \$500.00
  - Any Offense Thereafter: \$1000.00 per offense

**2-SEWER CHARGES:** \$55.00 per month

**3-STORM DRAINAGE FEE:** \$6.50

## 4-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.

**\*MINIMUM MONTHLY UTILITY CONNECTION CHARGES: \$73**

## 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.

- Concept Plan Review = \$80 / hour
- Concept Plan Meeting = \$150 / hour

- Additional Planning Commission and City Council Meeting:  
\$400 per meeting

- Each additional TRC Meeting/Review: \$600

## 1-ANNEXATION

### ○ Petition / Resolution to Annex

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

### ○ Annexation Fee

- Fixed Fee = \$4,000 (Non-refundable)
  - Staff Review
  - Engineering/Planner/Attorney Review
  - Engineering/Planner Review
  - 2 TRC Meetings
  - Planning Commission/City Council Field Trip
  - Public Hearing/Notification
  - Planning Commission/City Council Meetings
  - Legal Documents/Recordation (County Fees separate)
- Annexation/Development Agreement:
  - City Planner: \$80 /hour
  - City Attorney: \$110 /hour

## 2-PERFORMANCE GUARANTEES

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

## 3-SITE PLAN APPROVAL

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

- 1-6 Lot Subdivision (Lot fronting existing street): \$4000
  - Preliminary and Final Combined ONLY if there are no dedications, no additional water, sewer lines and storm drains necessary.
  - Staff Review/Water Right Appropriation, Bonding
  - Engineering/Planner Review
  - 2 TRC Meetings
  - Public Hearing/Notification
  - Planning Commission/City Council Meetings
  - Pre-Construction Meeting
- Subdivision Environmental Considerations (HR-1 & CE-2 Zones): \$1200
  - Staff review
  - Engineering/Planner Review
  - 1 TRC Meeting
  - Planning Commission consideration
- Preliminary Plat (No Contingencies)  
Fixed Fee = \$3000 + \$50 per lot or unit
  - Application Processing
  - Staff Review
  - Engineering/Planner Review
  - 2 TRC Meetings (additional meetings \$600)
  - Public Hearing Notification
  - Planning Commission/City Council Meetings
- Final Plat
  - Fixed Fee = \$3500 + \$50 per lot or unit
    - Application Processing
    - Staff Review/Water Right Appropriation, Bonding
    - Engineering/Planner Review
    - 2 TRC Meetings included
    - Planning Commission/City Council Meetings
    - Recordation (County Fees Separate)
    - Pre-Construction Meeting
  - Annexation/Development Agreement:
    - City Planner: \$80 /hour
    - City Attorney: \$110 /hour

- Water Rights Transfer, Draft Change Application = \$1,000

- City drafted water rights change application for applicant.  
(Applicant is responsible to provide necessary information, submit the application and defend the application.)

- ▷ Construction Water Usage Fee: \$80 per lot
- ▷ Development Promotional Sign Permit = \$200 per year
  - Signs are not allowed to be posted indefinitely. Signs can only remain if building lots are still available for purchase.

Planner Hourly Fee: \$80  
 Engineer Hourly Fee: \$110  
 Public Works Hourly Fee: \$58

- Plat amendment after an approval
  - Fixed Fee = \$2000
    - Staff Review
    - Engineering/Planner Review
    - 1 TRC Meeting
    - Public Hearing/Notification
    - 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: \$80  
 Engineer Hourly Fee: \$110  
 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

**GENERAL PLAN /  
CODE AMENDMENT FEES**

**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