

## **RESOLUTION No. 11-01-2011**

### **A RESOLUTION ESTABLISHING THE FEE SCHEDULE FOR SANTAQUIN CITY**

**WHEREAS**, the governing body of the City of Santaquin, Utah, acknowledges that the fees required of various developers, subdividers, property owners, and citizenry of the city necessitate period review; and

**WHEREAS**, review of these fees has been found to be warranted in certain areas as they have gone without update or alteration for an extended period of time; and

**WHEREAS**, the City Council of Santaquin desires to make adjustments where necessary to the Santaquin City Fee Schedule in order to ensure proper and adequate service to the citizens of Santaquin;

**NOW THEREFORE, BE IT RESOLVED** by the City Council of Santaquin, Utah, that the following fees shall be established for various development projects and services rendered by employees and volunteers of the City, and shall be collected by the City Recorder at the submittal of an application or request for action for which the fee has been designated herein:



## FEE SCHEDULE

November 2, 2011

A. The fees charged by the City for services rendered to the community shall be as follows:

### Development

Annexation Application<sup>11</sup>

4.99 acres or less - \$400.00

5.00 acres or more - \$400 + \$65 per acre over 5.00

Concept Review - \$400.00

Subdivisions

Preliminary (up to 2 reviews) - \$300.00 + \$75.00/lot or unit

Final (up to 2 reviews) - \$300.00 + \$75.00/lot or unit

Additional DRC Review - Varies (based on staff time spent & current hourly rates)

Single Lot Split Request - \$250.00 + \$65.00 per lot

Lot Line Adjustment Review - \$75.00

Recording Fees - \$30.00 + \$1.00 per lot or unit

(Checks made out to Utah County Recorder's Office)

Plat approval extension request - \$200.00

Site Plan Review (two reviews)

Commercial & Industrial Development Applications

Site Plan Review - \$500.00

Multi Family Residential Site Plan Review - \$500.00

Additional Site Plan Reviews Fee - Varies (based on staff time spent & current hourly rates)

Appeals Authority Application - \$200.00

Street Vacation<sup>9</sup> - \$800.00

Gravel, Sand, Earth Extraction, and Mass Grading Permit Request - \$350.00

Inspection Fee - 4% of required Development Bond

Partial Bond Releases - \$250.00 per release

Street Lights

General Fees

Wire installation - \$100.00 per light (assumes 100 feet of wire to be installed. Differences based on actual installation will be refunded or billed to the developer.

Trenching (where none provided) - \$4.00 per ft

Local Streets

Lights - \$1,425.00 each

Installation - \$650.00 each

8/3 TC Wire - current market price

1" Conduit - \$1.50 per ft

Collector Streets

Lights - \$1,727.00 each

Installation - \$850.00 each

6/3 TC Wire - current market price

1½" Conduit - \$2.00 per ft

Arterial Streets

Lights - \$3,060.00

Basic installation - \$1,150.00

Installation (UDOT Right-a-way) - \$1,250.00

6/3 TC wire - current market price

1½" Conduit - \$2.00 per ft

Sweeps - \$250.00 each

Banner Arms - \$53.00

120 volt receptacle - \$35.00

Plant Hanger Rod - \$40.00

Flag Holder - \$52.00

Breakaway Hardware (UDOT Street) - \$450.00

Tunneling for any street light service - \$15.00 per ft

Strong Box & installation - \$3,100

3" pvc Strong Box conduit installation - \$4.00 per ft

Street Signage

Residential Combo (street/stop sign) - \$550.00 each

Oversized Combo (street/stop sign) - \$675.00 each

Street or Stop Sign only - \$450.00 each

Oversized Street or Stop sign only - \$550.00 each

Specialty Sign (Spd Limit, Child @ Play, etc.) - \$200.00 each

### Zoning

Rezoning Request - \$300.00

Agriculture Protection Request - \$300.00

Conditional Use Permit Request - \$150.00

Ordinance Text Change Request - \$300.00

Special Event Permit Request - \$25.00

Permanent Sign Permit - as per Building fees

Temporary Sign Permit - \$30.00

### Business Licenses

Initial Commercial License - \$75.00

Initial Home Occupation License - \$50.00

Temporary Business License - \$50.00

Annual Liquor License - \$100.00

Annual License Renewal Fee - \$35.00

Renewal Late Fee Penalty<sup>13</sup> - \$20.00

### Building

Building Permit & Inspection Fees - Determined by Structure

Plan review deposit - \$500.00 (new construction only - paid up front & applied to 65% plan check fee)

Plan Check Fee - 65% of building permit fee

State Building Fee - Equal to 1% of Building Permit Fee

Water Impact Fee - \$2,500.00 per residential dwelling or unit

Sewer Impact Fee - \$4,000.00 per residential dwelling or unit

Park/Recreation Impact Fee - \$2,500 per residential dwelling or unit

Public Safety Impact - \$763 per Residential Unit

\$ .06 per sq ft of Industrial or Commercial Bldgs

Meter Fee (PI or Culinary Water)

¾" service - \$310.00 (not available for PI)

1" service - \$470.00

1½" service - \$670.00

2" service - \$770.00

Pressurized Irrigation Connection - \$200.00 per connection

Sewer Connection - \$250.00 per connection

Water Connection - \$250.00 per connection

Temporary Construction Water - \$50.00

Lot Identification Sign for new Construction - \$10.00

Installing or Removing Grade Ring - \$50.00

Demolition Permit Fee - \$35.00

### Water for Construction

Project within City boundaries - \$2.50 per 1,000 gallons

Project outside City boundaries - \$5.00 per 1,000 gallons

### Construction in City Right-of-Way<sup>4</sup>

#### 0-1 Years since Resurfacing

- Summer Permit Fee - \$75.00, plus  
Per Square Foot Fee - \$1.00
- Winter Permit - \$100.00, plus  
Per Square Foot Fee - \$1.00

#### 1-5 Years since Resurfacing

- Summer Permit Fee - \$75.00, plus  
Per Square Foot Fee - \$0.75
- Winter Permit - \$100.00, plus  
Per Square Foot Fee - \$0.75

#### 5+ Years since Resurfacing

- Summer Permit Fee - \$75.00, plus  
Per Square Foot Fee - \$0.50
- Winter Permit - \$100.00, plus  
Per Square Foot Fee - \$0.50

### Water Rates with or without PI Available

Base Rate<sup>14</sup> - \$17.60 per month

Usage Rates as follows:

- 0 - 4,000 gallons - \$0.50 per thousand gallons
- 4,001 - 8,000 gallons - \$0.75 per thousand gallons
- 8,001 - 12,000 gallons - \$1.00 per thousand gallons
- 12,001 + gallons - \$1.85 per thousand gallons

### Pressurized Irrigation Rates (Ordinance 04-04-2006)

Base Rate<sup>14</sup> per month - \$12.85 (1")

\$20.00 (1.5" or larger)

Usage Rate per 1,000 gallons - \$.65 per thousand gallons

1 1/2" meter - \$650.00

2" meter - \$750.00

Separate MXU - \$170.00

### Sewer Rates

Base Rate<sup>14</sup> - \$36.80 per month

Per 1000 gallons - \$0.70 (based on actual water usage each month)

### Utilities

#### Administration Fees

- Application for Service - \$25.00.
- Delinquent Notice - \$25.00
- Discontinuance/Restoration of Service - \$75.00
- Disconnection/Lockout Service - \$150.00
- Utility Service Order (service disconnected & reconnected for repairs, move meter, etc) - \$25.00

Customer Deposit - \$150.00

Addressing Services - \$0.70

Unpaid Utility Account Balances will be assessed 10% per month

### Waste Removal

Monthly Rates \$12.50 per container<sup>14</sup>

Non-Resident - Services provided by private contractor

Commercial - Services provided by private contractor

### Landfill Rates

Contractors Disposing of Construction Site Materials<sup>5</sup>

- 6-wheeled vehicle - \$60.00 per load
- 10-wheeled vehicle - \$80.00 per load
- Larger than 10-wheeled vehicle - \$160.00 per load

### Cemetery

#### Plot Sales

- Resident - \$350.00 per plot<sup>1</sup>
- Non-Resident - \$550.00 per plot<sup>1</sup>

#### 1/2-Size or Infant Locations<sup>3</sup>

- Resident - \$185.00
- Non-Resident - \$285.00

#### 1/4-Size or Cremation Locations

- Resident - \$100.00
- Non-Resident - \$150.00

### Opening and Closing Fees<sup>2</sup>

#### Resident

- Single Depth - \$250.00
- Double Depth - \$500.00

#### Non-Resident

- Single Depth - \$400.00
- Double Depth - \$800.00

#### Weekend, Holiday or After Hours

##### Resident

- Single Depth - \$350.00
- Double Depth - \$700.00

##### Non-Resident

- Single Depth - \$550.00
- Double Depth - \$1,100.00

#### Infant<sup>3</sup> or Cremation

- Resident - \$125.00
- Non-Resident - \$200.00

#### Weekend, Holiday or After Hours

##### Resident - \$175.00

##### Non-Resident - \$275.00

Less than 8 hour notice - \$50.00 additional

Burial Right Transfers & Duplicate Copies - \$15.00

Infant Burial in Roadway Graves

##### Resident - \$310.00

##### Non-Resident \$360.00

#### Weekend/Holiday/After Hours

##### Resident - \$485.00

##### Non-Resident - \$560.00

Removal & Resetting of a Headstone to Accommodate ar  
Opening or Closing - \$100.00

If Cemetery is not vacated by 4:00 pm an additional  
charge of \$50.00 will be charged

### Animal Licensing

Licensing fees shall follow the current South Utah Valley  
Animal Shelter Fee Schedule

### Miscellaneous Fees

Return Check Fee - Maximum allowed by law

#### Notary Fees

First Document - \$5.00

Each Additional Document - \$1.00

Checks for services must be made for the amount of  
purchase/fee only. No change will be given.

Cashier will not accept more the \$10.00 in change per  
transaction.

### Facility Rental<sup>6</sup>

East Side Park Pavilion

Squash Head Park Pavilion

Sunset Trails Park Large Pavilion

Residents - \$25.00 per day time slot

Non-Resident - \$50.00 per day time slot

(Time slots are 7a.m. to 2 p.m. and 3 p.m. to 10 p.m. are day  
time slots)

#### Centennial Park<sup>7</sup>

Residents - \$40.00 per day time slot

Non-Resident - \$70.00 per day time slot

(Time slots are 7a.m. to 2 p.m. and 3 p.m. to 10 p.m. are day time slots)

Cleaning Deposit - \$50.00

(Refundable if left clean and undamaged)

Residents - Overnight time slot (10 p.m. to 7 a.m.)

\$100.00 per night includes up to 10 tents and/or trailer spaces

Non-Residents - Overnight time slot (10 p.m. to 7 a.m.)

\$150.00 per night includes up to 10 tents and/or trailer spaces

Arena<sup>10</sup>

Single Use

Commercial Use

All Day ((7am to dark) - \$200.00

Refundable Security Deposit - \$200.00

Non Resident

All Day (7am to dark) - \$100.00

Refundable Security Deposit - \$100.00

Resident

Half Day (7am to 2pm or 3pm to dark) - \$25.00

All Day (7am to dark) - \$50.00

Refundable Security Deposit - \$100.00

Annual Use – includes 1 day per week during season

Half Day (7am to 2pm or 3pm to dark) - \$500.00

All Day (7am to dark) - \$750.00

Land Lease for cows - \$100 per season

Announcer Stand with sound - \$25.00

Grooming - \$25.00 per "work"

Lighting - \$25.00

Baseball/Softball Fields<sup>17</sup>

Field #1, #2, & #3 Baseball Fields

\$15.00 per hour, \$75.00 per day

Callaway Baseball Field

\$20.00 per hour, \$75.00 per day

\$20.00 additional per hour for lighting

Orchard Hills Softball Field

\$15.00 per hour, \$75.00 per day

City Center Soccer Field

\$10.00 per hour (min 2 hour rental)

\$50.00 per day

\$35.00 additional for field paint/prep

Refundable Security Deposit - \$200.00

### **Police Department GRAMA Requests**

Research Fee - \$15.00/hour, minimum 1 hour

Copy of Report - \$5.00 initial report up to 5 pages

\$0.75 per page more than 5

Supplemental Report - \$5.00 additional charge

Accident Form<sup>B</sup> - \$10.00

Photographs - \$5.00 each photo

Tape Duplication - \$25.00/hour, minimum 1 hour

\$10.00 per VHS tape, client may provide own tape

\$5.00 per cassette tape, client provides own tape

\$10.00 per tape postage & handling

Fingerprints

Santaquin – No Charge

Non-Residents - \$10.00 up to 2 cards

Park Permits

Santaquin – No Charge

Non-Residents - t Service No Longer Available

### **Copies**

Land Use & Development Management Code - \$35.00

Subdivision Code - \$25.00

General Plan - \$2.00 (CD) \$75.00 (Hard Copy

City Construction Standards & Drawings - \$40.00

Zoning Map (11X17) - \$3.00

Custom Maps - To Be Determined

Official City Maps (up to 36" x 48") - \$15.00

Miscellaneous Copies - \$0.50 per page

### **Fire Department**

The following fees may be charged for services, when insurance companies can be billed. Examples: Car wrecks, rescues, haz mat etc.

Truck 141 \$245.00 for initial response. \$245.00 for each additional hour.

Engine 141 \$185.00 for initial response. \$185.00 for each additional hour.

Rescue 141 \$100.00 for initial response. \$100.00 for each additional hour.

Tender 141 \$90.00 for initial response. \$90.00 for each additional hour.

Brush 141&142 \$93.00 for initial response. \$93.00 for each additional hour.

AFFF Foam - Current market value at time of incident.

Class A Foam - Current market value at time of incident.

Absorbent - Current market value at time of incident.

All Apparatus prices include manpower costs.

Any miscellaneous supplies, tools, equipment or resources will be billed to the responsible party for complete replacement at the current market value the time of the incident.

Hourly costs for apparatus and personnel will be billed in 30 minute increments.

### **GRAMA Requests**

Research/compilation Fee - \$26.00 per hour after the first 15 minutes

Copies - .75 per black/white page

.50 per pre-printed page

\$2.50 per color page

\$3.00 per Certified Copy

### **Special Events<sup>12</sup>**

Special Events License - \$50.00

### **Library**

Library Cards – Free for Residents

\$20.00 non-residents

Fines - \$0.10 per day for over due books

\$1.00 per day for over due DVD's

Interlibrary Loan - \$2.50 + extra postage

Copies/computer print outs - \$0.50 per page

- 1 Cemetery plots which are purchased on an extended pay contract are subject to an additional interest charge of 1.5% monthly or 18% annually.
- 2 Fees for exhuming graves shall be double the opening and closing fees listed above.
- 3 A baby is determined to be a child before their 3<sup>rd</sup> birthday. Children 3 years of age or older shall be considered adults.
- 4 All fees for construction in a City right-of-way shall double for work done without a permit or for work commencing prior to a permit being issued.
- 5 The landfill attendant shall herein be authorized to use his/her discretion as to applying the above charges to the size of vehicle entering the landfill and the load within the vehicle. The City Council shall also have the ability to waive the landfill fees set forth herein for utility users only in the event of a city cleanup event at various times during the year.
- 6 Verification of residency is required at the time of reservation/payment.
- 7 Reservations will not be taken for the following year until January 1<sup>st</sup>. In case of inclement weather, reservation may be rescheduled and deposits may be refunded, however, rental fees are not subject to refunds. Reservations must be canceled at least 2 week prior to the reservation date in order to receive a full refund, reservation fees will not be refunded if cancelled less than 2 weeks prior to the reservation date.
- 8 Only state forms will be copied with requests for accident reports.
- 9 This amount is an estimated amount of actual City costs associated with uncontested proposals. Additional fees may be negotiated and assessed based on applications requiring City staff time beyond that reasonably anticipated for such an application. The City may credit this fee toward an applicant's purchase of vacated street area.
- 10 All scheduling for the arena will be done through the City Recreation Department. The season runs from the first day in April to the last day in September. Annual fees are based on one day per week. If person/organization/group wants to reserve facilities for two day a week, fees would be double, three days; fees would be triple, and so on. Lessee may lease area, not to exceed five-hundred (500) square feet; maximum 15 cattle per pen and no more than two (2) pens may be leased at the facilities. **No other** livestock is permitted. Livestock owners must receive approval for use and location from the city prior to setting up temporary fencing. Livestock owners must provide their own temporary fencing and feed.
- 11 Acreage of properties owned by a government entity are excluded from fee calculations. Existing public roads adjacent to annexation boundaries should be included with such petitions in accordance with City policies and planning purposes. Where non-petitioning properties are more than 30% of the annexing area, those fees which would be required for non-petitioning properties may be deferred for up to one year of the annexation becoming effective under the following requirements:
  1. A bond in a form acceptable to the City is posted for the remainder fees. Such bond shall be forfeited to the City if the remaining fees are not paid within the allowed 12 month time frame.
  2. Petitioners can not receive final approval on a plat until all required annexation fees, including non-petitioned property fees, are paid.
- 12 Any additional Public Safety costs necessary for the event will be assessed to the applicant. If events are held in a public park, appropriate park fees apply.
- 13 Annual renewal fees are due February 1<sup>st</sup>. If payment is not received by March 1<sup>st</sup> of the same renewal year the license shall be considered null and void and a new license must be applied for with all associated new licensing fees. Persons operating a business without a renewed and/or current business license shall be subject to all penalties applicable under City and State law.
- 14 Base rates will be adjusted each January 1<sup>st</sup> to reflect the Consumer Price Index.

B. Furthermore:

1. In addition to the fees listed above, every development within the City boundaries of Santaquin, Utah, shall pay an infrastructure inspection fee according to the following:

a. Subdivision Infrastructure. Prior to the construction of any infrastructure which is approved as a part of a subdivision and is located within the boundaries of the same subdivision, the developer shall provide the City with funds, in an amount equal to 4% of the approved construction estimate for the necessary infrastructure improvements, as a means to defray the costs of inspection of said improvements. All such funds shall be non-refundable and paid in addition to any other bonding or surety requirements. Any shortcomings in the amount of the funds shall be paid in full by the developer prior to final approval of the infrastructure.

b. Off-Site and Other Infrastructure. Prior to the construction of any infrastructure which is: 1) approved as a part of a subdivision but which is not located within the boundaries of the subdivision; or 2) unrelated to an approved subdivision, the developer shall provide the City with funds, in an amount equal to 2% of the approved construction estimate for the necessary infrastructure improvements, as a means to defray the costs of inspection of said improvements. All such funds shall be non-refundable and paid in addition to any other bonding or surety requirements. Any shortcomings in the amount of the funds shall be paid in full by the developer prior to final approval of the infrastructure.


2. Bond or Escrow. The sub divider shall furnish a bond or escrow in the amount of one hundred twenty five percent (125%) of improvement costs with the city recorder, prior to the beginning of any subdivision construction, to assure the proper installation and construction of all required improvements within two (2) years immediately following the approval of the subdivision plat by the city council. Release of such bond or escrow shall be made as per city code (11-11-3).

3. Payment of fees in full shall be the responsibility of the applicant. Payment of fees in full shall be required as a part of all application submittals, as stipulated herein. It shall be the responsibility of the applicant to submit the necessary materials in order to be eligible for review on an agenda of any City reviewing body. Placement on an agenda is not necessarily automatic and verification of the review of the application by the City is **strongly** encouraged.

C. In addition and notwithstanding the above schedule of fees, should the review and processing fees exceed those identified herein, the applicant shall pay **actual costs** as determined and documented by the City Recorder.

This resolution shall be come effective upon passage and shall repeal and supersede any and all resolutions dealing with the same subject.

Approved this 2<sup>nd</sup> day of November, 2011.

  
James E. DeGraffenried, Santaquin City Mayor

ATTEST:

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Susan B. Farnsworth, Santaquin City Recorder