

2019 FEE SCHEDULE

GENERAL FEES			
RES./ORD./CODE	DESCRIPTION	FEE	INFORMATION
WATER RATES			
	\$15.45 monthly base fee, plus \$3.60 per 1000 gallons used. Additional water surcharges and plant investment fees will be accessed for accounts that exceed usage classification. All commercial and industrial water rates will be accessed on an individual basis at the time of permit issuance. (Please reference water rates chart for specific details; Effective April 1, 2019)		
	Finance Charge		1.5% per month on amounts over 30 days
	Reconnect Fee	\$50.00	At time of shut off or by request to discontinue service temporarily
	Late Charge	\$10.00	60 days delinquent
	Hydrant Usage	\$18.00	Per 1000 gallons
	Hydrant Meter	\$3,500.00	Refundable Deposit
SEWER RATES			
	\$27.00 monthly base fee for the first 5,000 gallons, plus \$3.00 per 1000 gallons used after 5,000 gallons. The sewer service year is based on the average monthly water usage used during December, January, and February. Each year, starting with the March sewer bill, monthly rates will reflect and be charged the three month average each month until the next assessment year. (Please reference water rates chart for specific details; Effective March 1, 2018)		
HOA/SERVICE GROUP/NON-PROFIT FACILITY RATES			
Resolution 2014-07R	Open & Close Fee	\$15.00	
Resolution 2014-07R	Meeting Room	\$25.00	Per 2 Hour Block
Resolution 2014-07R	Meeting Room w/Kitchen	\$75.00	Per 2 Hour Block
Resolution 2014-07R	Cleaning Deposit	\$150.00	Refundable Deposit
RECEPTION/PARTY/EVENT FACILITY RATES			
Resolution 2014-07R	Open & Close Fee	\$15.00	
Resolution 2014-07R	Meeting Room	\$100.00	Per 2 Hour Block
Resolution 2014-07R	Meeting Room w/Kitchen	\$200.00	Per 2 Hour Block
Resolution 2014-07R	Cleaning Deposit	\$150.00	Refundable Deposit
ADDITIONAL EQUIPMENT FOR FACILITY RATES			
Resolution 2014-07R	Audio/Video Staff Services	\$50.00	Per Hour
Resolution 2014-07R	Laptop Use for Presentations	Included w/Staff Time	\$500.00 Refundable Deposit
Resolution 2014-07R	Podium	Included	
Resolution 2014-07R	Tables & Chairs	Included	Fee accessed if damaged
LICENSES AND PERMITS			
	Sales Tax License	\$10.00	Annual fee (January 1st)
	Business License	\$25.00	Annual fee (January 1st)
	Solicitors/Salespersons Registration	\$500.00	Annual fee (January 1st)
STREET CUT/ROW CONSTRUCTION/ACCESS PERMIT			
	Temporary	\$250.00	Review and process documents Deposit may be required
	Permanent	\$500.00	Review and process documents Deposit may be required

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OIL & GAS ROAD ACCESS & ROW PERMIT			
	Drilling Road Access (Horizontal Well)	\$10,000.00	Per Well
	Drilling Road Access (Vertical Well)	\$3,500.00	Per Well
	Oil/Gas ROW Permit	\$1,000.00	Review and process documents Deposit may be required

GENERAL FEES			
RES./ORD./CODE	DESCRIPTION	FEE	INFORMATION
DOG LICENSE			
	Altered (Spayed or Neutered)	\$9.00	Annual fee (January 1st)
	Un-Altered	\$13.00	Annual fee (January 1st)
	Tag Replacement	\$4.00	
	Postage Fee for Mailing Tags	\$2.00	
	Impound Fee		Actual Cost
	Quarantine Fee		Actual Cost
BACKYARD CHICKEN PERMIT			
Ordinance 2014-02	Six (6) Hens	\$25.00	Annual fee (January 1st)
MISCELANEOUS FEES			
	Mowing/Trimming	Current Market Price	Per Hour with a 1 Hour Minimum for Employee Time & Equipment Rental
	Trash Cleaning		
	Street Sweeping		
	Road Grading		
Inspection Policy	Additional Hard Surface and Water Meter Inspections	\$25.00	Per Additional Inspection

OFFICE FEES			
RES./ORD./CODE	DESCRIPTION	FEE	INFORMATION
COPIER CHARGES			
	8 1/2 x 11	\$0.50	Per Page
	11 x 14	\$0.75	Per Page
	11 x 17	\$1.00	Per Page
	Plat		Cost + 10% Administrative Fee
	Municipal Code	\$100.00	
	Land Use Code	\$15.00	
	Budget	\$25.00	
	Comprehensive Plan	\$15.00	
CREDIT CARD PROCESSING FEES			
	Utility Bills		No Additional Charge
	Dog Tags		
	Court Fines		3% Service Fee
	Development Deposit		
	Building Permit Fees		
	Water Dedication (Cash in Lieu)		
	EFT Return	\$30.00	Plus Credit Card Service Fees
	Returned Check	\$30.00	Plus Bank Fees

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CORA REQUEST			
	Police Research Fee	\$5.00	\$5.00 for Records/Background Criminal Report \$5.00 first 20 pages + .25 per add. Page
	CORA Request/Research Fee	\$30.00	\$30.00 per hour (After the first hour)
	Paper Copies		See Copier Charges
	Digital Copies	\$5.00 Per every 100 MB	Cost + USB Drive Cost
MISCELANEOUS FEES			
	Property Liens	Actual Cost or \$250.00 min.	For collection on water, sewer or any other miscellaneous unpaid bills

PLANNING FEE			
RES./ORD./CODE	DESCRIPTION	FEE	INFORMATION
DEVELOPMENTS			
	Major Development Deposit	\$10,000.00	Annex, subdivide, develop, or site plan review of residential, commercial or industrial tracts of 5 acres or more.
	Minor Development Deposit	\$5,000.00	Subdivide, develop, or site plan review of residential, commercial or industrial tracts of 5 acres or less.
	Administrative/Staff Review	\$500.00	Lot mergers, Lot adjustments, etc.. not requiring Planning Commission review or Public Hearings
	Applicant must sign Agreement for Payment of Land Use Application Fees. Applicant shall be billed at cost for all legal, engineering and planning fees. Upon depletion of funds below 10% of deposit the Applicant shall put forth another deposit.		
APPLICATION FEES			
	Annexation	\$1,000.00	
	Annexation Amendment	\$500.00	
	Site Plan	\$1,000.00	
	Master Plan	\$500.00	
	Concept Plan	\$750.00	
	Preliminary Plat	\$1,000.00	
	Final Plat	\$1,000.00	
CONDITIONAL USE REVIEW			
	Review for Oil and Gas	\$1,000.00	
	Site Plan/Final Administrative	\$250.00	
	Sign Permit	\$100.00	
	Request to Vacate	\$250.00	Vacation of easement, ROW, or other portion of public property.

2019 FEE SCHEDULE

	Board of Adjustments	\$250.00	Variance appeal
	Rezoning Application	\$250.00	
	Home Occupation Permit	\$250.00	
	Recording or Publication		Cost + 10% Administrative Fee
	Special Commission/Committee Meeting	\$375.00	\$300.00 to Commission/Committee; \$75.00 Administrative Fee
	Special Board Meeting	\$650.00	\$525.00 to Trustees; \$125.00 Administrative Fee

TRAFFIC GENERATING TRANSPORTATION FEE

RES./ORD./CODE	DESCRIPTION	FEE	INFORMATION
RESIDENTIAL FEE			
	Single Family	\$2,100.00	Single Family Dwelling Unit
	Multi-Family (Per Unit)	\$1,600.00	Multi-Family Dwelling Unit
RETAIL/COMMERCIAL PERMIT FEE			
	General Retail	\$3.00	Per sq./ft.
	Convenience Store	\$4.00	Per sq./ft.
	Restaurant- Fast Food	\$5.00	Per sq./ft.
	Restaurant- Sit-Down	\$4.00	Per sq./ft.
OFFICE/INSTITUTIONAL PERMIT FEE			
	General Office Building	\$2.00	Per sq./ft.
	General Institutional	\$1.00	Per sq./ft.
INDUSTRIAL PERMIT FEE			
	General Light Industrial	\$2.00	Per sq./ft.
	General Heavy Industrial	\$3.00	Per sq./ft.

PARK, TRAIL AND RECREATION FEES

RES./ORD./CODE	DESCRIPTION	FEE	INFORMATION
	Residential	\$1,600.00	
	Timber Ridge, First Filling	\$383.60	
	Timber Ridge, Second Filling	\$114.00	
	Soaring Eagle	\$500.00	
	Tailholt Subdivision	70% of Current Fee	

PUBLIC INFRASTRUCUTRE FEE

RES./ORD./CODE	DESCRIPTION	FEE	INFORMATION
	Public Facilities Impact Fee	\$1,000.00	

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BUILDING PERMIT FEES			
RES./ORD./CODE	DESCRIPTION	FEE	INFORMATION
	Use Tax		60% of total value of improvement as determined by SafeBuilt times 3%
	Office Administration Fee		30% of the total of the inspection fees or \$30.00 (whichever is greater)
	Planning Administration Fee	\$300.00	

UTILITY FEE			
RES./ORD./CODE	DESCRIPTION	FEE	INFORMATION
	SEWER		
	Sewer Impact Fee	\$6,500.00	Finance, purchase, and install infrastructure
	WATER		
	Water Infrastructure Impact Fee	\$12,200.00	Finance, Purchase and Installation of Infrastructure
	Meter Set (Residential)	Cost + 15%	Application at Town Hall
Resolution 2002-07	Raw Water Rights – Full Tap		C-BT or North Poudre Water (Additional water sources may be negotiated)
	Raw Water Acquisition Fee	Market Price	Cash in lieu of Water (Call for Price)
	DRAINAGE		
	Residential	\$1,000.00	Minimum fee. For lots with serious drainage requirements, remediation may be required, or fees may be increased up to 100%.
	Commercial	\$1,000.00	\$1000.00 base, plus \$.02/sq. ft. for each sq. ft. of lot area exceeding 10,000 sf. No fee for open space or grass water detention areas
	Consult, Test & Inspection	Cost + 10%	

SCHOOL FEES			
RES./ORD./CODE	DESCRIPTION	FEE	INFORMATION
	WINDSOR		
	Single Family Unit (Detached)	\$2,916.00	
	Single Family Unit (Attached)	\$1,213.00	
	Multi-Family Unit	\$546.00	
	Soaring Eagle Subdivision Unit	\$607.00	
	EATON		
	Single Family Detached Unit	\$1,798.00	
	Single Family Attached Unit	\$641.00	
	Multi-Family Unit	\$309.00	
	AULT		
	Single Family Unit	\$1,099.00	

2019 FEE SCHEDULE

LOCAL LIQUOR LICENSE FEES			
RES./ORD./CODE	DESCRIPTION	LOCAL FEE	STATE FEE
NEW/TRANSFER LICENSE FEES			
	New License	\$1,000.00	Please refer to Colorado Department of Revenue Liquor Enforcement Division Fee Schedule
	New License with Concurrent Review	\$1,000.00	
	Transfer of Ownership	\$750.00	
	Transfer of Location	\$750.00	
	Art License	\$41.25	
	Beer & Wine	\$48.75	
	Brew Pub	\$75.00	
	Club	\$41.25	
	Hotel & Restaurant	\$75.00	
	Liquor Licensed Drug Store	\$22.50	
	Retail Liquor Store	\$22.50	
	Tavern	\$75.00	
RELATED FEES AND PERMITS			
	Annual Renewal	\$100.00	Please refer to Colorado Department of Revenue Liquor Enforcement Division Fee Schedule
	Bed & Breakfast	\$25.00	
	Branch Warehouse	\$0.00	
	Change of Location	\$750.00	
	Change of Trade Name	\$0.00	
	Corp/LLC Change (Per Person)	\$100.00	
	Duplicate License	\$0.00	
	Expansion to Hotel/Restaurant	\$0.00	
	Hotel/Tavern Manager's Registration	\$75.00	
	Late Renewal	\$500.00	
	Mini Bar Permit	\$325.00	
	Modification of Premises	\$0.00	
	Retail Warehouse Storage	\$0.00	
	Special Events Permit (Liquor)	\$100.00	
	Special Events Permit (3.2%)	\$100.00	
	Temporary Permit	\$100.00	
3.2% BEER LICENSE FEES			
	Retail 3.2% On Premises	\$3.75	Please refer to Colorado Department of Revenue Liquor Enforcement Division Fee Schedule
	Retail 3.2% Off Premises	\$3.75	
	Retail 3.2% On/Off Premises	\$3.75	