

CURRENT : Master Fee Schedule for the Town of Bluff Services & Functions

Business Fees

1. Business License Fee:	\$25.00 per year
Late Fee:	\$20.00
Commercial Short Term Rental Permit:	\$25.00 per year, per unit
2. Special Event Vendor Permit:	\$50.00 per event
3. Special Event Permit:	\$100.00 per event
4. Sign Permit:	\$50.00 per sign

Land Use Fees

5. Land Use Clearance (LUC):	\$200.00
6. Minor Subdivision:	\$300.00
7. Major Subdivision:	\$500.00
8. Plat Modification/Right of Way Vacation/ Boundary Line Adjustment:	\$200.00
9. Variance Application:	\$200.00
10. Zoning Text Amendment or Zoning Map Amendment:	\$200.00
11. Site Plan Review (Level I):	\$300.00
Site Plan Review (Level II):	\$500.00
12. Excavation Permit (Public right-of-way):	\$100.00
13. Conditional Use Permit:	\$400.00
14. Municipal Annexation/Disconnection: Costs of Publication:	\$200.00 Varies-actual cost

Facility Fees

15. Site Rental, Community Center:	\$200.00/day
Cleaning Fee-One Day	\$75.00
Partial Day Rental (up to 5 hours)	\$125.00
Partial Day Cleaning Fee:	\$40.00
AV Equipment:	\$35.00/day
Fire Mesa Kitchen	\$100.00/day
Fire Mesa Kitchen (up to 5 hours)	\$60.00
Kitchen Cleaning Fee:	\$40.00
Community Center Occasional Use	\$25.00 per meeting

Public Records

16. GRAMMA Request:	Free
Research Fee:	\$30 per hour
Copies of Public Documents black/white	\$0.25 per page
Copies, color	\$0.50 per page

Airport

17. Bluff Airport Landing Fee:	\$25.00
Tie Down Fee:	\$20.00/night
Hangar Rental:	\$ /month

General Fees

18. Returned Check Fee:	\$25.00 per item
19. Credit Card Convenience Fee:	3% per charge
20. Unpaid Account Interest Charge:	8% per annum
21. Notary Fee:	\$10.00/per document
22. Postage:	Varies-actual cost

PROPOSED MASTER FEE SCHEDULE FOR TOWN OF BLUFF SERVICES & FUNCTIONS

ADMINISTRATIVE FEES

Copies of Public Records - Black and White, per page, single sided	\$0.25
Copies of Public Records - Color, per page, single sided	\$0.50
Credit Card Convenience Fee - Per Charge	3%
GRAMA Request Application	No Cost
GRAMA Request Research Fee - Per Hour	\$30
GRAMA Request Copies - Black and White, per page, single sided	\$0.25
GRAMA Request Copies - Color, per page, single sided	\$0.50
Unpaid Account Interest - Per Annum	8%
Returned Check Fee	\$25.00
Notary Fee - Per Document	\$10.00
Postage	Varies - Actual Cost

ANIMAL LICENSE FEES

Animal License Initial Application Fee - Lifetime License (for Neutered or Spayed Animals, Only) Waived for Service Animals	\$10.00
Animal License Initial Application Fee - Annual License (for Unfixed Animals) Waived for Service Animals	\$15.00
Annual License Renewal Fee (for Unfixed Animals) Waived for Service Animals	\$10.00
Animal License Application - Information Update Only	No Cost
Animal License - Tag Replacement Fee	\$5.00

AIRPORT FEES

Bluff Airport Landing Fee	TBD
---------------------------	-----

Bluff Airport Tie Down Fee	TBD
Hangar Rental - Annual	\$1000 + 4% increase annually (Proposed to change to a set rate per year, or say “starting at XXXX”)
Hangar Rental - Late Fee (30 Days Past Due or More)	\$20.00

BUILDING PERMIT & LAND USE PERMIT FEES

Building Permit (Based on Project Valuation)	
Project Cost: \$1 - \$500	\$23.50
Project Cost: \$501 - \$2,000	\$23.50 for the first \$500 plus \$3.05 for each additional \$100
Project Cost: \$2001 - \$25,000	\$69.25 for the first \$2,000 plus \$14.00 for each additional \$1,000
Project Cost: \$25,001 - \$50,000	\$391.25 for the first \$25,000 plus \$10.10 for each additional \$1,000
Project Cost: \$50,001 - \$100,000	\$643.75 for the first \$50,000 plus \$7.00 for each additional \$1,000
Project Cost: \$100,001 - \$500,000	\$993.75 for the first \$100,000 plus \$5.60 for each additional \$1,000
Project Cost: \$500,001 - \$1,000,000	\$3,233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000
Project Cost: Greater than \$1,000,000	\$5,608.75 for the first \$1,000,000 plus \$3.15 for each additional \$1,000
Building Permit Fee Cancellation - Within 90 Days of Payment	50% Refund
Building Permit Fee Cancellation - After 90 Days of Payment	No Refund

Building Inspection Fee	Variable - At Cost
State Building Permit Fee	1% of Total Permit Fee

Residential Plan Review (per Hour)	Variable - At Cost
Commercial Plan Review (per Hour)	Variable - At Cost
Certificate of Occupancy	\$150

Land Use Clearance (LUC) Permit	\$200.00
Minor Subdivision Approval	\$300.00
Major Subdivision Approval	\$500.00
Plat Modification/Right of Way Vacation/ Boundary Line Adjustment	\$200.00
Variance Application	\$200.00 (recommended increase to \$500)
Zoning Text Amendment or Zoning Map Amendment	\$200.00 (recommended increase to \$500)
Site Plan Review (Level I)	\$300.00
Site Plan Review (Level II)	\$500.00
Excavation Permit (Public Right of Way)	\$100.00
Conditional Use Permit	\$400.00
Municipal Annexation/Disconnection	Varies: Actual Cost
Municipal Annexation/Disconnection - Cost of Publication	Varies: Actual Cost
Address Application Fee	No Cost

BUSINESS LICENSES/PERMITS

Business License - Initial Application	\$25.00
Business License - Annual Renewal	\$25.00
Business License Late Fee (30 Days or More Past Due)	\$20.00
Commercial Short-Term-Rental Permit	\$25.00

Commercial Short-Term Rental Permit Late Fee (30 Days or More Past Due)	\$20.00
Special Event Vendor Permit - Per Event	\$50.00
Special Event Permit - Per Event, Per Day(?)	\$100.00
Sign Permit - Per Sign	\$50.00

CEMETERY - or Save for June/July Update (??)

CODE VIOLATION PENALTIES

Building Code Violation - Per Infraction	\$500.00
Construction or Renovation Without a Permit - Investigation Fee, Per Infraction	\$500.00
Burning Prohibited - Per Infraction	\$500.00
Business License - Non Compliance	\$100.00
Illegal Short Term Rental - Per Day/Per Infraction	\$300.00

FACILITY RENTALS

	Bluff Community Center	Fire Mesa Kitchen	Pavilion (includes restrooms & dumpsters)	Public Classes/ Activities**	West Park
Half Day 5 Hours or Fewer	\$125.00*	\$60.00*	\$25.00*	\$0	\$10.00
Full Day Greater than 5 hours; 7am-10pm	\$200*	\$100.00*	\$60.00*	\$0	\$25.00
Cleaning Fee Required for All Rentals	\$50.00	\$40.00	No Additional Fee	No Additional Fee	No Additional Fee
Audio/Visual Equipment	\$35/Day	\$35/Day	N/A	N/A	N/A

Rental					
Audio/Visual Equipment Deposit	\$100 cash	\$100 cash	N/A	N/A	N/A
Lost or Damaged Equipment Fee	At Cost To Replace	At Cost To Replace	At Cost To Replace	At Cost To Replace	At Cost To Replace

*Rental fees are waived for 501c3 organizations with proof of non-profit registration; cleaning fees still apply.

**No fees are assessed if the class or activity is advertised and open to the general public.

Fire Mesa Kitchen Membership Fees

Fire Mesa Kitchen Membership Fee - Annual	\$160.00 (or \$40.00 paid quarterly)
Fire Mesa Kitchen Members' Hourly Usage Fee (Due Monthly)	\$7.00
Lost or Damaged Equipment Fee	At Cost To Replace