

TOWN OF BLUFF, UTAH, RESOLUTION

**A RESOLUTION ADOPTING AN AMENDED MASTER FEE SCHEDULE
FOR TOWN SERVICES AND FUNCTIONS**

WHEREAS, the Town of Bluff (“Town”) is an incorporated municipality duly organized and operating under the laws of the State of Utah; and

WHEREAS, the Bluff Town Council (“Town Council”) is the governing body of the Town vested with all legislative and administrative powers delegated to the Town pursuant to Article 11, Section 5 of the Utah Constitution and Utah Code Ann. §10-1-103; and

WHEREAS, the Town levies a charge for various Town functions for the purpose of defraying some of the expenses associated with providing municipal services; and

WHEREAS, it is important that fees for Town functions are transparent, and that the public has clear notice of these costs; and

WHEREAS, the Town finds these fees are reasonable and reflect fair charges for the specific services; and

WHEREAS, the Town held a public hearing on March 18, 2025 and received public comment on the proposed fees contained in this Resolution;

NOW THEREFORE, BE IT HEREBY RESOLVED by the Bluff Town Council that:

SECTION 1. Town Council hereby adopts the Amended Master Fee Schedule for Town of Bluff Services and Functions, as found in Appendix A.

SECTION 2. This resolution supersedes or repeals the provisions(s) of any ordinances or resolutions(s) that is (are) inconsistent with the provisions of this Resolution.

SECTION 3. This Resolution shall take effect immediately upon passage and continue until modified or repealed.

Approved and enacted by a majority of the Bluff Town Council this first day of April, 2025.

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APPENDIX A
AMENDED MASTER FEE SCHEDULE FOR TOWN OF BLUFF SERVICES & FUNCTIONS

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ADMINISTRATIVE

Copies of Public Records - Black and White	\$0.25 per page (single sided)
Copies of Public Records - Color	\$0.50 per page (single sided)
Credit Card Convenience Fee	3% per Charge
GRAMA Request Application	No Cost
GRAMA Request Research Fee	No charge assessed for first two hours of research; \$30.00 per Hour thereafter
Unpaid Account Interest	8% per Annum
Returned Check Fee	\$25.00 per Check
Notary Fee	\$10.00 per Notary Seal
Postage	Varies - Actual Cost

ANIMAL LICENSES

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

AIRPORT

Bluff Airport Landing Fee	TBD
Bluff Airport Tie Down Fee	TBD
Hangar Rental - Annual	2026 - \$1,169.83 2027 - \$1,216.62 2028 - \$1,265.28 2029 - \$1,315.89 2030 - \$1,368.53
Hangar Rental - Late Fee (30 Days Past Due or More)	\$20.00

BUILDING & LAND USE PERMITS

Building Inspection	\$65.00 per Inspection
Commercial Building Permit Fees, including all other Building Permits not listed	
Based on Project Valuation	
Total Valuation	Permit Fee
\$1 - \$500	\$30
\$501 - \$2,000	\$30 for the first \$500 PLUS \$3 for each additional \$100 or fraction thereof, up to \$2,000
\$2,001 - \$40,000	\$125 for the first \$2,000 PLUS \$11 for each additional \$1,000 or fraction thereof, up to and including \$40,000
\$40,001 - \$100,000	\$600 for the first \$40,000 PLUS \$9 for each additional \$1,000 or fraction thereof, up to and including \$100,000
\$100,001 - \$500,000	\$1,300 for the first \$100,000 PLUS \$7 for each additional \$1,000 or fraction thereof, up to and including \$500,000
\$500,000 - \$1,000,000	\$4500 for the first \$500,000 PLUS \$5 for each additional \$1,000 or fraction thereof, up to and including \$500,000
\$1,000,001 - \$5,000,000	\$7,800 for the first \$1,000,000 PLUS \$3 for each additional \$1,000 or fraction thereof, up to and including \$5,000,000
Over \$5,000,000	\$22,000 PLUS \$1 for each additional \$1,000 or fraction thereof, up to and including \$5,000,000
Demolition Permit	\$75.00
Plan Reviews	\$65.00 per Hour
Residential Building Permit	\$1.75 per square foot of conditioned space + Inspection Fees + Plan review \$1.00 per square foot of unconditioned space and patio areas + Inspection Fees + Plan Review
Residential Solar Permit	\$100.00 + Plan Review Fees + Inspection Fees

Address Permit Application	No Fee
Conditional Use Permit Application	\$400.00
Land Use Clearance (LUC) Permit Application	\$200.00
Minor Subdivision Application	\$300.00
Major Subdivision Application	\$500.00
Municipal Annexation/Disconnection	Varies: Actual Cost
Municipal Annexation/Disconnection - Cost of Publication	Varies: Actual Cost
Plat Modification / Right-of-way Vacation Application / Alley Vacation Application / Boundary Line Adjustment Application	\$200.00
Variance Application	\$500.00
Zoning Text Amendment Application	\$500.00
Zoning Map Amendment Application	\$500.00

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	\$100.00
Sign Permit - Per Sign	\$50.00

CODE VIOLATION PENALTIES

Construction Without a Permit	Double the Cost of Building Permit Fees
Construction without a Land Use Clearance	Double the Cost of the Permit
Burning Prohibited	\$500.00 Per Infraction
Business License Non-Compliance	\$100.00
Illegal Short-Term Rental	\$300.00 Per Unit/Per Day/Per Infraction

FACILITY RENTALS

	Bluff Community Center	Fire Mesa Kitchen	Pavilion (includes restrooms & dumpsters)	Public Classes/Activities**
Half Day 5 Hours or Fewer	\$125.00*	\$60.00*	\$25.00*	\$0
Full Day Greater than 5 hours; 7:00 am – 10:00 pm	\$200.00*	\$100.00*	\$60.00*	\$0
Cleaning Fee <i>Required for All Rentals</i>	\$50.00	\$40.00	No Additional Fee	No Additional Fee
Linen Rental	\$4.00 / per tablecloth	\$4.00 per tablecloth	\$4.00 / per tablecloth	N/A
Audio/Visual Equipment Rental	\$35.00/Day	\$35.00/Day	N/A	N/A
Audio/Visual Equipment Deposit	\$100.00 cash	\$100.00 cash	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

*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

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