

City of Littleton

2023 Schedule of Fees

Exhibit A

DRAFT

DEPARTMENT/

FEE DESCRIPTION

New or adjusted fees in red

Old fees shown in blue if changed from previous resolution

Note attached Community Development proposed fee changes

Police DepartmentFee

Police reports (additional \$.25/page for each page over 10; \$25.00 fee to research reports older than 1990)		
Police name check - w/letter	first 10 pages \$	10.00
Crime lab - photos	each 3x5 \$	2.50
	8x10 \$	10.00
Research Fee	\$	20.00
Crime lab - video tapes		\$30.00 \$29
Crime lab - audio tapes		\$30.00 \$29
Crime lab - CD/DVD disks		\$30.00 \$29
Communications Center - audio tapes	plus \$25 for rush \$	30.00
Body Worn Camera (Blurred video) (Non-Refundable Deposit)	\$	70.00
Media Fee (CD/DVD/Flashdrive) Required for all digital evidence	\$	15.00
Sex offender - initial registration	\$	75.00
Sex offender - subsequent registration	\$	25.00
Fingerprints - Residents Flat fee	\$	10.00
Fingerprints - Non-Resid Per card	\$	10.00
Fingerprints - Over two cards, per card, residents or non-residents	\$	10.00
		\$10.00 surcharge per ticket or citation
E-Citation Surcharge		

Community DevelopmentFee

<u>Contractor Licensing</u>		
A License	\$225 \$150	
B License	\$150 \$100	
C License	\$125 \$75	
Specialty Contractors	\$75 \$50	
Plumbers	\$100 \$50	
Fee for lost inspection card	\$25	

Short-Term Rental Business Licensing

STR Business License - upon application and annually thereafter	\$	200.00
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Electrical Permit Fees

Residential: This fee includes construction of or remodeling of addition to: single-family home, condominium and townhouse. For service change use "ALL OTHER FEES"

Not more than 1,000 sq. ft.	\$	50.00
Over 1,000 sq. ft. and not more than 1,500 sq. ft.	\$	55.00
Over 1,500 sq. ft. and not more than 2,000 sq. ft.	\$	85.00
Per 100 sq. ft. over 2,000 sq. ft.	\$	5.00

ALL OTHER FEES: excluding residential above, shall be computed on the dollar value of the electrical installation, including time and materials, or whether they are provided by the contractor or the property owner.

Such fees shall be computed as follows:

Not more than \$350.00	\$	50.00
\$350.00 – \$2,500	\$	55.00
\$2,501 – \$50,000	\$22.00 per thousand \$ or fraction thereof	
\$50,001 – \$500,000.00	\$21.00 per thousand \$ or fraction thereof + \$50.00	
\$500,001.00 and above	\$20.00 per thousand \$ or fraction thereof + \$50.00	

Mobile Home	\$	50.00
Re-Inspection Fee	\$	55.00
Extra Inspections	\$	55.00
Construction Meter	\$	50.00

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	Planning See additional attachment for proposed changes	Engineering
Annexation	Varies <10ac: \$10,000 10+ac: \$30,000	\$ -
Initial Zoning	\$ 2,000.00	\$ 775.00
Rezoning	\$ 4,200.00	\$ 1,000.00
Admin PD Amendment	\$ 1,000.00	N/A
General PD Plan	Varies < 10ac: \$6,000 10+ac: \$12,000	Varies < 10ac: \$3,250 10+ac: \$4,400
Planned Development Overlay (PDO)	\$ 6,500.00	\$ 3,500.00
Subdivision Exemption	N/A	N/A
Admin Plat and Replat	\$ 1,000.00	\$ 2,150.00
Preliminary Plat: Major Subdivision	\$ 4,200.00	\$ 2,400.00
Preliminary Plat: Minor Subdivision	\$ 1,000.00	\$ 1,750.00
Final Plat: Major Subdivision	\$ 7,500.00	\$ 3,500.00
Final Plat: Minor Subdivision	\$ 2,000.00	\$ 3,400.00
SDP/Site Plan: Conceptual	\$ 2,200.00	\$ 1,250.00
SDP/Site Plan: Final	\$ 5,000.00	\$ 5,500.00
Sketch Plan	Varies < 10ac: \$500 10+ac: \$1,000	Varies < 10ac: \$1,000 10+ac: \$2,000
Subdivision Improvements Agreement	N/A	\$ 2,000.00
Conditional Use	Varies Accessory to single family: \$1,750 All others = \$3,000	N/A
Zoning Variance	\$ 275.00	N/A
Minor Zoning Variance	\$ 70.00	N/A
Appeal	\$ 500.00	\$ 500.00
Certificate of Historic Appropriateness (Board Approved)	\$ 500.00	N/A
Certificate of Historic Appropriateness (No Board)	\$ 275.00	N/A
Vested Rights Permit	\$ 1,500.00	N/A
Zoning Letter	\$ 25.00 Customized letter: \$65.00	N/A
Temporary Use Permits	\$ 275.00	N/A
Amplified Sound	Varies Commercial: \$50 Residential: \$25	N/A
Home Occupation	\$ 50.00	N/A
Metro District Formation	Varies 1/100 of 1% of the debt listed in the Service Plan	N/A Engineering review included in planning fees
Drainage Master Plan	N/A	\$ 1,000.00
Grading Permit	N/A	Varies <1ac: \$300 1-10ac: \$1000 10+ac: \$3,000
Phase I Drainage Report (includes letter amendments or updates)	N/A	Varies < 10ac: \$2,000 10+ac: \$4,000
Phase II or Phase III Drainage Report (includes letter amendments or updates)	N/A	N/A
Floodplain use permit	N/A	\$ 800.00
Special Exception Permit (floodplain management)	\$ 500.00	\$ 4,200.00
Drainage Conformance Letter	N/A	\$ 750.00
Traffic Impact Study	N/A	Varies < 10ac: \$1,000 10+ac: \$2,000
Traffic/Trip letter	N/A	\$ 250.00
Traffic Signal	N/A	N/A

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Construction Plans	N/A	Varies	<10ac: \$9,000 10+ac: \$16,000
Vacation of Right-of-way	N/A	\$	600.00
Vacation of Easement	N/A	\$	600.00
Easements, Warranty Deeds, Revokable Licenses	N/A	\$	650.00
WCF Wireless Communication Facility (Private)	\$ 1,500.00	N/A	
Fees are based on three rounds of review. 4th review = 50% of initial fees, 5+ review = 25% of initial fees.			

Building Permit Plan Check Review and Inspection Fees	65% of permit fee		
<u>Plan Review</u>	Double the normal review fee		
Expedited plan reviews when requested by architect, owner, or builder			
Review of plan revisions or resubmittals	\$160 for minimum first two (2) hours \$80/hour for each hour thereafter		
Subsequent permits Plan reviews of one and two-family and townhouse residential projects after the for which Master Plans have been reviewed and approved, in single family detached residential projects	\$350 \$250		
Investigation (work without a permit)	Double the permit fee		
Inspection (normal business hours)	\$80 \$50 /hour		
Inspection (outside normal business hours)	\$160 \$100 minimum paid in advance \$80 (\$50 /hour after two hours)		
Re-inspection (when failed a third time and each time failed thereafter)	\$80 \$50		
Temporary Certificate of Occupancy	\$400 first issuance \$200 each renewal		
Neighborhood Parking Permit	\$ -		
<u>Rental property annual license</u>			
3-25 units	per property	\$	75.00
26 or more units	per property	\$	125.00
<u>Rental Housing Inspection fees</u>			
Initial inspection	\$ _____		
Re-inspection	\$ _____		
Second re-inspection	\$100.00 per unit inspected		
Third re-inspection	Summons to municipal court		
<u>Special Events</u>			
Application fee for organizations qualified for exemption from the payment of city sales and use taxes	\$		50.00
Application fee for all other organizations	\$		75.00

<u>Building Permits</u>			
<u>TOTAL VALUATION</u>			
\$1 - \$500.00	\$		25.85
\$50 40.01 - \$2,000.00	\$25.85 for the first \$500 plus \$3.35 for each additional		
\$2,000 40.01 - \$25,000.00	\$76.17 for the first \$2,000 plus \$15.40 for each additional		
\$25,000 40.01 - \$50,000.00	\$430.37 for the first \$25,000 plus \$11.11 for each		
\$50,000 40.01 - \$100,000.00	\$708.12 for the first \$50,000 plus \$7.70 for each additional		
\$100,000.00	\$1,000 or fraction thereof, to and including \$100,000.00		
\$100,000 40.01 - \$500,000.00	\$1,093.12 for the first \$100,000 plus \$6.16 for each		
\$500,000.00	additional \$1,000 or fraction thereof, to and including		
\$500,000 40.01 - \$1,000,000.00	\$3,557.12 for the first \$500,000 plus \$5.23 for each		
\$1,000,000.00	additional \$1,000 or fraction thereof, to and including		
Greater than \$1,000,000.00	\$6,172.12 for the first \$1,000,000 plus \$4.02 for each		
	additional \$1,000 or fraction thereof		

Note: There are fee exemptions listed in the city code 4-1-5C for residential solar, geothermal, wind generators and-

Outdoor merchandise display	No Fee
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BUILDING VALUATION DATA

The applicant for a permit shall provide an estimated project valuation at the time of application. Permit valuations shall include the value of all work, including labor and materials, as well as finish work: painting, countertops and cabinets, flooring, roofing, electrical, plumbing, heating, air conditioning, conveyance systems, fire protection systems, and other permanent work or equipment. Project valuation shall be calculated by the Building Division based on the most recent building valuation data promulgated and published by the International Code Council. The higher of the applicant stated valuation and the Building Division calculated valuation shall be used in the determination of permit fees. Final permit valuation shall be set by the building official.

Square Foot Construction Costs^{a-b, c}

Occupancy Group	1A	1B	1IA	1IB	1IIA	1IIB	IV	VA	VB
A-1 Assembly, theaters w/ stage	\$ 247.86	\$ 239.47	\$ 233.25	\$ 223.81	\$ 210.47	\$ 204.10	\$ 216.62	\$ 195.46	\$ 188.40
A-1 Assembly, theaters w/o stage	\$ 227.10	\$ 218.71	\$ 212.49	\$ 203.05	\$ 189.41	\$ 183.34	\$ 195.86	\$ 174.70	\$ 167.66
A-2 Assembly, nightclubs	\$ 191.96	\$ 186.66	\$ 182.12	\$ 174.70	\$ 164.94	\$ 160.39	\$ 168.64	\$ 149.29	\$ 144.33
A-2 Assembly, restaurants, bars, banquet halls	\$ 190.96	\$ 185.56	\$ 180.12	\$ 173.70	\$ 162.94	\$ 159.39	\$ 167.64	\$ 147.29	\$ 143.33
A-3 Assembly, churches	\$ 229.69	\$ 221.30	\$ 215.08	\$ 205.64	\$ 192.37	\$ 187.27	\$ 198.46	\$ 177.66	\$ 179.69
A-3 Assemblies, general, community halls, libraries, museums	\$ 102.20	\$ 183.81	\$ 176.59	\$ 168.15	\$ 153.51	\$ 148.44	\$ 160.96	\$ 138.80	\$ 132.75
A-4 Assembly, arenas	\$ 226.10	\$ 217.71	\$ 210.49	\$ 202.05	\$ 187.41	\$ 182.34	\$ 194.86	\$ 172.70	\$ 166.65
B-Business	\$ 200.26	\$ 192.96	\$ 186.54	\$ 177.38	\$ 161.90	\$ 155.84	\$ 170.40	\$ 142.43	\$ 136.08
E-Education	\$ 209.90	\$ 202.64	\$ 196.82	\$ 188.34	\$ 176.49	\$ 166.60	\$ 181.86	\$ 153.46	\$ 148.76
F-1 Factory and industrial, moderate hazard	\$ 117.60	\$ 112.19	\$ 106.97	\$ 101.84	\$ 91.54	\$ 87.26	\$ 97.61	\$ 75.29	\$ 70.95
F-2 Factory and industrial, low hazard	\$ 116.60	\$ 111.19	\$ 105.97	\$ 100.84	\$ 91.54	\$ 86.26	\$ 96.61	\$ 75.29	\$ 69.95
H-1 High Hazard, explosives	\$ 109.99	\$ 104.58	\$ 99.35	\$ 94.22	\$ 85.14	\$ 79.87	\$ 89.99	\$ 68.89	N.P.
H-234 High Hazard	\$ 109.99	\$ 104.58	\$ 99.35	\$ 94.22	\$ 85.14	\$ 79.87	\$ 89.99	\$ 68.89	\$ 63.66
H-5 HPM	\$ 200.26	\$ 192.96	\$ 186.54	\$ 177.38	\$ 161.90	\$ 155.84	\$ 170.40	\$ 142.43	\$ 136.08
I-1 Institutional, supervised environment	\$ 197.83	\$ 191.05	\$ 185.12	\$ 177.91	\$ 163.28	\$ 158.81	\$ 178.06	\$ 146.98	\$ 142.33
I-2 Institutional, hospitals	\$ 335.53	\$ 328.23	\$ 321.81	\$ 312.65	\$ 296.45	N.P.	\$ 305.67	\$ 276.99	N.P.
I-2 Institutional, nursing homes	\$ 233.12	\$ 225.82	\$ 219.40	\$ 210.24	\$ 196.51	N.P.	\$ 203.26	\$ 176.05	N.P.
I-3 Institutional, restrained	\$ 227.71	\$ 220.41	\$ 213.96	\$ 204.83	\$ 190.84	\$ 183.78	\$ 197.86	\$ 171.37	\$ 163.02
I-4 Institutional, day care facilities	\$ 197.83	\$ 191.05	\$ 185.12	\$ 177.91	\$ 163.28	\$ 158.81	\$ 178.06	\$ 146.98	\$ 142.33
M Mercantile	\$ 142.95	\$ 137.54	\$ 132.11	\$ 126.68	\$ 115.38	\$ 111.83	\$ 119.62	\$ 99.73	\$ 95.77
R-1 Residential, hotels	\$ 199.70	\$ 192.92	\$ 186.99	\$ 179.78	\$ 164.90	\$ 160.43	\$ 179.93	\$ 148.60	\$ 143.96
R-2 Residential, multifamily	\$ 167.27	\$ 160.49	\$ 154.56	\$ 147.35	\$ 133.71	\$ 129.23	\$ 147.50	\$ 117.40	\$ 112.76
R-3 Residential, one and two family ^d	\$ 155.84	\$ 151.61	\$ 147.83	\$ 144.09	\$ 138.94	\$ 135.27	\$ 141.72	\$ 130.04	\$ 122.46
R-4 Residential, care/assisted living facilities	\$ 197.83	\$ 191.05	\$ 185.12	\$ 177.91	\$ 163.28	\$ 158.81	\$ 178.06	\$ 146.98	\$ 142.33
S-1 Storage, moderate hazard	\$ 108.99	\$ 103.58	\$ 97.35	\$ 93.22	\$ 83.14	\$ 78.87	\$ 88.99	\$ 66.89	\$ 62.56
S-2 Storage, low hazard	\$ 107.99	\$ 102.58	\$ 97.35	\$ 92.22	\$ 83.14	\$ 77.87	\$ 87.99	\$ 66.89	\$ 61.66
U-Utility, miscellaneous	\$ 84.66	\$ 79.81	\$ 74.65	\$ 71.39	\$ 64.01	\$ 59.80	\$ 68.04	\$ 50.59	\$ 48.30

a—Private Garages use Utility, miscellaneous

b—For shell only buildings deduct 20 percent

c—N.P.—not permitted

d—Unfinished basements (Group R-3) = \$22.45 per sq. ft.

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Public Works**Fee****Permit fee calculation formulas for excavation in the public right-of-way**

Construction Type	Units - Only includes portion in R.O.W. (l.f. =	Fee Calculation Formula - number
Asphalt	l.f.	1
Bore - bore pits	# of bore pits	4
Bore - horizontal	l.f.	1
Bore - vertical	l.f.	4
Concrete - apron	l.f.	1
Concrete - chase section	l.f.	1
Concrete - curb and gutter only	l.f.	1
Concrete - curb cut	l.f.	1
Concrete - monolithic curb, gutter and walk	l.f.	1
Concrete - pan	l.f.	1
Concrete - pavement	l.f.	1
Concrete - sidewalk only	l.f.	1
Concrete - valley gutter	l.f.	1
Concrete - wheelchair ramp	l.f.	1
Monitoring well	# wells	2
Other (if none of these categories apply)		6
Pothole for utility locates or pavement design		
	# potholes	3
Traffic control plan review only - no digging		5
Unpaved	l.f.	1
After Hours Inspection Fee (Evenings and Weekends)	Hour	7
Re-inspection Fee		8

Total permit fee = sum of all the above applicable fees for the job:

Formula #

1	If longest dimension is less than or equal to 4 l.f., fee = \$5.00 + \$100.00 If longest dimension is greater than 4 l.f., fee = \$10.00 per 200 l.f. or fraction thereof + \$100.00 [longest dimension divided by 200 x \$10.00, raised to the next higher multiple of \$10.00] + \$100.00
2	[number of monitoring wells x \$5.00] + \$100.00 = fee
3	[number of potholes x \$5.00] + \$100.00 = fee
4	[number of vertical bores or bore pits x \$5.00] + \$100.00 = fee
5	No fee
6	Calculated on a case-by-case basis.
7	[Number of hours worked x \$100.00] = fee (2 Hour minimum @ \$100/hour)
8	Fee equivalent to fee paid for initial inspection

Tree contractor (arborist) license - one year	\$	25.00
Tree sales		\$30.00-\$60.00
Pea Patch		
Per garden	\$	50.00
Up to five boxed gardens	\$	20.00
Storm Drainage Criteria Manual by Engineering & Utilities	\$	40.00
Engineering Printing		
24 x 36 black/white print		\$2.50 each
24 x 36 color print		\$5.00 each
36 x 36 black/white print		\$6.00 each
36 x 36 color (zoning) map		\$6.00 each
72 x 72 city address map black/white one-day notice required		\$26.00 each
72 x 72 city address map color one-day notice required		\$40.00 each

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Storm Drainage Fees (annual)		
	Singe family detached structures	Multiple family residential structures, commercial, industrial, public properties, churches and schools
Developed	\$139.14/lot or property \$93.55/lot or property	\$986.07/developed acre of impervious surface and \$224.02/acre for grassed landscaped or cultivated surfaces \$779.19/developed acre of impervious surface and \$194.80/acre
Subdivided, Undeveloped	\$26.89/undeveloped lot \$23.38/undeveloped lot	\$224.02/undeveloped lot \$194.80/undeveloped lot
Un-subdivided, Undeveloped	\$224.02/undeveloped lot \$194.80/undeveloped lot	\$224.02/undeveloped lot \$194.80/undeveloped lot
Vacant and Undisturbed	\$22.42/acre of vacant residential property \$19.49/acre of vacant residential property	\$22.42/vacant acre \$19.49/vacant acre

Sanitary Sewer Service Charges (annual)

Classification A - single-family residential user

Inside city limits	Inside city limits, within a sanitation district	Outside city limits	Outside city limits, Littleton Interceptor
\$ 311.48	\$ 236.40	\$ 283.66	As determined by applicable municipality or quasi-municipal sanitation district
\$ 296.65	\$ 225.14	\$ 270.15	

In those instances where the director, in the exercise of his/her discretion, deems the annual water usage not to reasonably reflect the significant industrial user's discharge of wastewater, an agreement may be entered into between the user and the City to establish an adjusted basis upon which the variable for annual water usage shall be used in the formula.

Commercial users identified for inclusion into an applicable Sector Control Program may be charged for the costs incurred by the City for re-inspections due to failure to correct non-compliances or violations identified during a sector control inspection. A fee of \$100 may be assessed for each inspection required until completion of violation remedy.

Classification D - Permitted industrial user

Inside city limits

(Annual water usage volume x \$5.71 per 1,000 gallons) + SC = sewer service charge

\$5.44

(minimum annual charge of \$128.32 per user)

\$ 122.21

$$SC + QM \times 8.34 ((AOD) \times (UCo) + (TSS - 300) \times (UCs))$$

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The SC formula utilized the following units of measurement:

<u>DOLLARS/YEAR</u>	<u>GALLONS/YEAR</u>	<u>POUNDS/GALLON</u>	<u>MILLIGRAMS PER LITRE</u>	<u>DOLLARS/POUND</u>	<u>MILLIGRAMS PER LITRE</u>	<u>DOLLARS/POUND</u>
(SC) =	QM X	8.34 X	((AOD)	X (UCo)	+	(TSS - 300) X (UCs)

The variables and constraints in the formula are as follows:

QM = Annual volume of sewage discharged to the public sewer (in million gallons per year);

8.34 = Conversion factor (in pounds per gallon);

AOD = Additional oxygen demand strength index (in milligrams per liter);

NOTE: For use in the SC formula, one must first calculate which parameter, either BOD or COD should be used in the determination of the AOD variable. In order to determine this, the following calculations shall be made:

COD/BOD

COD = chemical oxygen demand strength as measured from discharge samples (in milligrams per liter)

BOD = biochemical oxygen demand strength or as measured from discharge samples (in milligrams per liter)

If the calculated ratio of COD/BOD is less than 3.0, then AOD = (BOD - 200)

If the calculated ratio of COD/BOD is greater than or equal to 3.0, then AOD = (COD - 500)

Uco = Unit charge for additional oxygen demand (AOD).

Unit charge = \$0.02 per pound

TSS = Total suspended solids strength or as measured from discharge samples (in milligrams per liter)

UCs = Unit charge for total suspended solids (TSS)

Unit charge = \$0.11 per pound

Classification E - commercial users not utilizing a municipal water supplyInside city limitsAnnual charge of **\$128.32** per user.**\$122.21**Outside city limitsAnnual charge of **\$153.96** per user.**\$146.63****Classification F - Sanitation Districts**

Sanitation Districts may be charged for the cost incurred by the City for inspecting Industrial Users included in or added to, based on inspection results, the City's Fats, Oils, and Grease (FOG) or Petroleum Oil, Grease and Sand (POGS) Sector Control Program.

The City may charge \$50 per inspection for facilities contributing wastewater to the POTW from locations outside the City boundary.

City Clerk**Fee****Open Records Request Fees**

Staff time for research/retrieval is \$30.00	per hour with the first hour free of charge	\$	33.00
Copies (hard copies) are \$.25 \$1.00 .	per 8.5"x11" page in black/white	\$	0.25
(Actual costs are determined for specialty sizes and larger sizes)	per 8.5"x11" color	\$	1.00
Document certification by clerk's office		\$	35.00
Duplication of audio/video files to disk	per media type	\$	5.00

Finance**Fee**

Insufficient funds for checks/credit cards	\$	35.00
Sewer/Storm Utility account transfer fee	\$	22.00

Municipal Court**Fee**

Defensive driving class fee	\$	60.00
Defensive driving class missed class/re-schedule fee	\$	15.00
-this fee covers direct cost of instructors and supplies		
Bond handling fee (court)	\$	10.00

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LibraryFee

LIRC	
<u>Immigration Legal Services</u>	
Citizenship Application, legal assistance (subject to income limits)	\$100 - \$250
Citizenship Medical Certification for Disability	\$ 100.00
Citizenship Request for Evidence (subject to income limits)	\$50 - \$100
Citizenship Representation by LIRC sduring the USCIS naturalization interview	\$100, legal clients only
Citizenship Immigration Records	no charge
Green Card Renewal/Replacement	\$ 100.00
Certificate of Citizenship/Certificate of Naturalization	\$ 100.00
Citizenship Travel Document	\$ 100.00
Citizenship Employment Authorization	\$ 100.00
One- time legal consultation, a single legal appointment with no further legal representation	\$ 50.00
<u>Citizenship and English Education</u>	
Citizenship Education - New Students (subject to income limits)	\$40 - \$80
Citizenship Education - Returning Students	\$ 20.00
Citizenship Education - Tutoring (subject to income limits)	\$40 - \$80
ESL - Conversation Groups	no charge
ESL - English as a Second Language	\$ 50.00
ESL - Tutoring	\$ 50.00

CommunicationsFee

Film Permits	\$ 12.00
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Rev. 10-2021