

## City of Littleton

## 2016 Schedule of Fees

## Exhibit A

DEPARTMENT/  
FEE DESCRIPTION

## FEE

Fire DepartmentLife Safety Division

Permit Application Fee / ALL PERMITS		\$	150.00
Building plan review with inspections (new construction	0-10,000 sq ft	\$	600.00
	Over 10,000 sq ft	\$600.00 + \$.035/sq ft	
		over 10,000 sq ft	
	Over 50,000 sq ft	\$2,000.00 + \$.03/sq ft	
		over 50,000 sq ft	
Tenant Finish or remodel	0-10,000 sq ft	\$250 + \$.035/sq ft	
	Over 10,000 sq ft	\$600.00 + \$.03/sq ft	
		over 10,000 sq ft	
	Over 50,000 sq ft	\$1,800.00 + \$.025/sq ft	
		over 50,000 sq ft	
Fire sprinkler / alarm systems	0-50,000 sq ft	\$200 + \$.025/sq ft	
	Over 50,000 sq ft	\$1,450.00 + \$.02/sq ft	
		over 50,000 sq ft	
Kitchen hood systems		\$	150.00
Parking structures		1/3 new construction fee	
Other plan review (i.e., site, water, LPG, UST, AST)		\$150.00 with inspection	
		\$100.00 w/o inspection	
Hazardous materials inventory plan review		\$200.00 two-year permit	
Misc. Permits		\$	150.00
Re-Inspection fee		\$150.00 (increasing by	
		\$100.00 for additional)	
Re-Issue of permit/plan review comments		\$	25.00
Environmental Assessment		\$100.00 per address	
Hourly rate, review/inspection		\$	80.00
Rush Processing Fee – three working days		\$500.00 additional	
Over the Counter Permit Fees (as time allows)	Fire alarm/sprinkler	\$	150.00
	Tenant finish - less than	\$	200.00
	1,000 sq ft		

Bike Medic/Fire Watch	\$80.00/hour per medic
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Business - false alarms

First three alarms	\$	-
Fourth and fifth false alarms		\$100 each
Sixth and more false alarms	Additional \$100.00 per false alarm	
	beyond fifth, to the \$100.00 fee	

Communications Center - audio tapes	\$30.00 plus \$25 for rush
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**DEPARTMENT/  
FEE DESCRIPTION****FEE****Police Department**

Police reports	\$5 for first 10 pages
(additional \$.25/page for each page over 10; \$25.00 fee to research reports older than 1990)	
Police name check - w/letter	\$ 10.00
	\$2.50 - 3x5 each; \$10.00 - 8x10 each
Crime lab - photos	\$ 20.00
Crime lab - video tapes	\$ 20.00
Crime lab - audio tapes	\$ 20.00
Crime lab - CD/DVD disks	\$ 20.00
Communications Center - audio tapes	\$30.00 plus \$25 for rush
Sex offender - initial registration	\$ 75.00
Sex offender - subsequent registration	\$ 25.00
<u><b>Fingerprints</b></u>	
Residents Flat fee	\$ 10.00
Non-Residents Per card	\$ 10.00
Over two cards, per card, residents or non-residents	\$ 10.00
	\$6.75 surcharge per ticket or citation
E-Citation Surcharge	

**Community Development****Contractor Licensing**

A license	\$ 150.00
B license	\$ 100.00
C License	\$ 75.00
Specialty Contractors	\$ 50.00
Plumbers	\$ 50.00
Fee for lost inspection card	\$ 25.00

**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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## FEE

## Annexation

Initial Zoning/Rezoning/PD Plan/PD Plan amendments/PDO/PDO Amendments	\$500 for 1st sheet plus \$100 for additional sheet (<1 ac); \$750 for 1st sheet plus \$100 for each additional sheet (1 ac<10ac); \$1,000 for 1st sheet plus \$100 for each additional sheet (10 ac<20 ac); \$1,500 for 1st sheet plus \$100 for each additional sheet (20 ac plus)
Conditional Use	Accessory to single family use: \$200 All others: \$750 for 1st sheet of SDP or sketch plan plus \$100 for each additional
Major Subdivisions	<u>Preliminary Plat:</u> \$500 for 1st sheet plus \$100 for additional sheet (<1 ac); \$750 for 1st sheet plus \$100 for each additional sheet (1 ac<10ac); \$1,000 for 1st sheet plus \$100 for each additional sheet (10 ac<20 ac); \$1,500 for 1st sheet plus \$100 for each additional sheet (20 ac plus)  Final Plat: same amount as Major Subdivision preliminary plat
Minor Subdivisions	<u>Preliminary Plat:</u> \$375 for 1st sheet plus \$100 for additional sheet (<1 ac); \$562.50 for 1st sheet plus \$100 for each additional sheet (1 ac<10ac); \$750 for 1st sheet plus \$100 for each additional sheet (10 ac<20 ac); \$1,125 for 1st sheet plus \$100 for each additional sheet (20 ac plus) Final Plat: same amount as Major Subdivision Final Plat
Subdivision Exemption	\$750 for 1st sheet plus \$100 for each additional sheet
SDP (includes administrative PD plan amendments and administrative PDO amendments processed concurrently with SDP)	Conceptual SDP (<10 ac): \$100 for 1st sheet plus \$50 for each additional sheet; Final SDP (<10 ac): \$750 for 1st sheet plus \$100 for each additional sheet; Conceptual SDP (10 ac plus): \$200 for 1st sheet plus \$50 for each additional sheet; Final SDP (10 ac plus): \$1,000 for 1st sheet plus \$100 for each additional sheet
Floodplain Management Regulations	Special Exception Permit: \$750 Variance: \$750
Zoning Letter	\$50 for standard letter \$50 per staff hour (or any portion thereof) for customized letter
Record Research	Less than one hour: no fee; one hour or greater, \$25/hour (or any portion thereof)
Temporary Use Permit	\$ 100.00
Amplified Sound Permit	\$ -
Home Occupation Permit	\$ 25.00
Board of Adjustment	Appeal: \$50 Variance: \$100 Minor Variance: \$25
Vested Rights Permit	\$ 750.00

Note: Fees are based on three rounds of staff review. If a fourth round of review is needed, the applicant will be charged an additional fee equal to 50% of the initial review fees. The applicant will be charged an additional fee equal to 25% of the initial review fees for every review thereafter.

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Plan Check Fee	65% of permit fee
<u>Plan Review</u>	
(expedited plan reviews when requested by architect, owner, or builder shall be double the normal plan review fee	
Investigation (work without a permit)	Double the permit fee
Inspection (normal business hours)	\$50/hour
Inspection (outside normal business hours)	\$100 minimum paid in advance (\$50/hour after two hours)
Re-inspection	\$ 50.00
Subsequent permits after the Master Plans have been reviewed, in single-family detached residential projects	\$ 250.00
Neighborhood Parking Permit	\$ -
Rental property annual license	\$10.00 per property
<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

Building Permits  
TOTAL VALUATION

\$1 - \$500.00	\$ 25.85
\$501 - \$2,000.00	\$25.85 for the first \$500 plus \$3.35 for each additional \$100 or fraction thereof, to and including \$2,000.00
\$2,001 - \$25,000.00	\$76.17 for the first \$2,000 plus \$15.40 for each additional \$1,000 or fraction thereof, to and including \$25,000.00
\$25,001 - \$50,000.00	\$430.37 for the first \$25,000 plus \$11.11 for each additional \$1,000 or fraction thereof, to and including \$50,000.00
\$50,001 - \$100,000.00	\$708.12 for the first \$50,000 plus \$7.70 for each additional \$1,000 or fraction thereof, to and including \$100,000.00
\$100,001 - \$500,000.00	\$1,093.12 for the first \$100,000 plus \$6.16 for each additional \$1,000 or fraction thereof, to and including \$500,000.00
\$500,001 - \$1,000,000.00	\$3,557.12 for the first \$500,000 plus \$5.23 for each additional \$1,000 or fraction thereof, to and including \$1,000,000.00
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 photovoltaic permits.



## City of Littleton

## 2016 Schedule of Fees

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DEPARTMENT/  
FEE DESCRIPTION

## FEE

Outdoor merchandise display	No Fee
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## BUILDING VALUATION DATA

The unit costs are intended to comply with the definition of "valuation" in the adopted codes and thus include the architectural, structural, electrical, plumbing and mechanical work. The unit costs also include the contractor's profit, which should not be omitted. Below is a partial list of occupancies and types of construction. The Building Official shall have the final determination on the type of construction, occupancy, and unit cost.

## \*Unit Costs per Square Foot

Occupancy Group	1A	1B	II A	II B	III A	III B	IV	V A	V B
A-1 Assembly, theaters w/ stage	\$ 211.15	\$ 203.98	\$ 198.05	\$ 190.05	\$ 178.30	\$ 173.30	\$ 183.31	\$ 162.97	\$ 156.05
A-1 Assembly theaters w/o stage	\$ 193.16	\$ 185.99	\$ 180.74	\$ 172.03	\$ 160.31	\$ 155.36	\$ 165.32	\$ 145.04	\$ 138.12
A-2 Assembly - nightclubs	\$ 163.22	\$ 158.56	\$ 154.17	\$ 148.00	\$ 138.96	\$ 135.24	\$ 142.52	\$ 126.06	\$ 121.36
A-2 Assembly, restaurants, bars	\$ 162.22	\$ 157.56	\$ 152.17	\$ 147.00	\$ 136.98	\$ 134.24	\$ 141.52	\$ 124.06	\$ 120.36
A-3 Assembly - churches	\$ 195.10	\$ 187.93	\$ 182.66	\$ 174.00	\$ 162.21	\$ 157.26	\$ 167.26	\$ 146.94	\$ 140.00
A-3 Assemblies – community halls, museums, libraries	\$ 163.81	\$ 156.64	\$ 150.39	\$ 142.71	\$ 129.91	\$ 125.96	\$ 135.97	\$ 114.63	\$ 108.71
A-4 Assembly- arenas	\$ 192.16	\$ 185.00	\$ 178.74	\$ 171.06	\$ 158.31	\$ 154.36	\$ 164.32	\$ 143.04	\$ 137.12
B- Business	\$ 164.76	\$ 156.78	\$ 153.49	\$ 145.97	\$ 132.45	\$ 127.63	\$ 139.92	\$ 116.43	\$ 110.93
E - Education	\$ 176.97	\$ 170.85	\$ 165.64	\$ 158.05	\$ 146.37	\$ 139.00	\$ 152.61	\$ 127.91	\$ 123.09
F-1 Factory& industrial – moderate hazard	\$ 97.87	\$ 93.28	\$ 87.66	\$ 84.46	\$ 75.44	\$ 72.26	\$ 80.79	\$ 62.17	\$ 58.48
F-2 Factory & industrial – low hazard	\$ 96.87	\$ 92.28	\$ 87.66	\$ 83.46	\$ 75.44	\$ 71.26	\$ 79.79	\$ 62.17	\$ 58.48
H-1 High Hazard - explosive	\$ 91.74	\$ 87.15	\$ 82.53	\$ 78.33	\$ 70.50	\$ 66.31	\$ 74.66	\$ 57.22	NP
H 2, 3, 4 High Hazard	\$ 91.74	\$ 87.16	\$ 82.53	\$ 78.33	\$ 70.50	\$ 66.31	\$ 74.66	\$ 57.22	NP
H-5 HPM	\$ 164.76	\$ 156.78	\$ 153.49	\$ 145.97	\$ 132.45	\$ 127.63	\$ 139.92	\$ 116.43	\$ 110.93
I-1 Institutional, supervised environment	\$ 164.82	\$ 159.04	\$ 154.60	\$ 147.90	\$ 135.84	\$ 132.25	\$ 144.15	\$ 121.88	\$ 117.55
I-2 Institutional –Hospitals, nursing homes	\$ 277.07	\$ 271.09	\$ 265.80	\$ 258.26	\$ 243.90	NP	\$ 252.23	\$ 227.88	NP
I-3 Institutional - restrained	\$ 187.72	\$ 181.73	\$ 176.45	\$ 169.00	\$ 156.44	\$ 150.82	\$ 162.87	\$ 140.63	\$ 133.13
I-4 Institutional – day care facilities	\$ 164.82	\$ 159.04	\$ 154.60	\$ 147.90	\$ 135.84	\$ 132.25	\$ 144.15	\$ 121.88	\$ 117.55
M Mercantile	\$ 121.57	\$ 116.92	\$ 111.53	\$ 106.36	\$ 96.96	\$ 94.25	\$ 100.88	\$ 84.07	\$ 80.36
R-1 Residential - hotels	\$ 166.21	\$ 160.43	\$ 156.00	\$ 149.29	\$ 137.39	\$ 133.80	\$ 145.70	\$ 123.43	\$ 119.10
R-2 Residential - multifamily	\$ 139.39	\$ 133.61	\$ 129.17	\$ 122.47	\$ 111.23	\$ 107.64	\$ 119.84	\$ 97.27	\$ 92.94
R-3 Residential – one and two family	\$ 131.18	\$ 127.60	\$ 124.36	\$ 121.27	\$ 116.43	\$ 113.53	\$ 117.42	\$ 108.79	\$ 102.00
R-4 Residential – assisted living	\$ 164.82	\$ 159.04	\$ 154.60	\$ 147.90	\$ 135.84	\$ 132.25	\$ 144.15	\$ 121.88	\$ 117.55
S-1 Storage – moderate hazard	\$ 90.74	\$ 86.15	\$ 80.53	\$ 77.33	\$ 68.49	\$ 60.31	\$ 73.66	\$ 55.22	\$ 51.53
S-2 Storage – low hazard	\$ 89.74	\$ 85.15	\$ 80.53	\$ 76.33	\$ 68.49	\$ 64.31	\$ 72.66	\$ 55.22	\$ 50.53
U Utility, miscellaneous	\$ 71.03	\$ 67.00	\$ 62.71	\$ 59.30	\$ 52.86	\$ 49.43	\$ 56.33	\$ 41.00	\$ 39.06

## City of Littleton

## 2016 Schedule of Fees

## Exhibit A

DEPARTMENT/  
FEE DESCRIPTION  
**Public Works**

## FEE

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

<u>Construction Type</u>	<u>Units - Only includes portion in R.O.W. (l.f. = linear feet)</u>	<u>Fee Calculation Formula - number shown below</u>
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

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.

Tree contractor (arborist) license - one year	\$	25.00
Tree sales		\$30.00-\$60.00
<u>Pea Patch</u>		
Per garden	\$	25.00
Up to five boxed gardens	\$	10.00
Storm Drainage Criteria Manual by Engineering & Utilities	\$	40.00
<u>Engineering Printing</u>		
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



## City of Littleton

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DEPARTMENT/  
FEE DESCRIPTION

## FEE

Storm Drainage Fees (annual)

	Singe family detached structures	Multiple family residential structures, commercial, industrial, public properties, churches and schools
Developed	\$31.00/lot or property	\$258.33/developed acre of impervious surface and \$64.58/acre for grassed landscaped or cultivated surfaces
Subdivided, Undeveloped	\$7.75/undeveloped lot	\$64.58/undeveloped lot
Un-subdivided, Undeveloped Vacant and Undisturbed	\$6.46/acre of vacant residential property	\$6.46/vacant acre

Sanitary Sewer Service Charges (annual)**Classification A - single-family residential user**

<u>Inside city limits</u>	<u>Inside city limits, within a sanitation district</u>	<u>Outside city limits</u>	<u>Outside city limits, Littleton Interceptor</u>
\$ 253.47	\$ 192.37	\$ 230.84	As determined by applicable municipality or quasi-municipal sanitation district

**Classification B - multiple-family residential user**

<u>Inside city limits</u>	<u>Inside city limits, within a sanitation district</u>	<u>Outside city limits</u>	<u>Outside city limits, Littleton Interceptor</u>
\$ 215.43	\$ 163.51	\$ 196.21	As determined by applicable municipality or quasi-municipal sanitation district

**Classification C - commercial user**

<u>Inside city limits</u>		
Annual water usage volume x \$4.65 per 1,000 gallons = sewer service charge		(minimum annual charge of \$104.42 per user)
<u>Outside city limits</u>		
Annual water usage volume x \$2.53 per 1,000 gallons = sewer service charge		(minimum annual charge of \$125.29 per user)
<u>Outside city limits, Littleton Interceptor</u>		
As determined by applicable municipality or quasi-municipal sanitation district		

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.

**Classification D - significant industrial user**

<u>Inside city limits</u>		
(Annual water usage volume x \$4.65 per 1,000 gallons) + SC = sewer service charge		(minimum annual charge of \$104.42 per user)
<u>Outside city limits</u>		
(Annual water usage volume x \$2.53 per 1,000 gallons) + SC = sewer service charge		(minimum annual charge of \$125.29 per user)
<u>Outside city limits, Littleton Interceptor</u>		
As determined by applicable municipality or		

Where SC is a surcharge to cover the added cost of handling and treating additional oxygen demand and total suspended solid wastes considered as "industrial wastes", calculated according to the following formula:

SC = surcharge (in dollars per year) where:

$$SC = QM \times \$8.68 ((AOD) \times (UCo) + (TSS - 300) \times (UCs))$$

City of Littleton

2016 Schedule of Fees

Exhibit A

**DEPARTMENT/  
FEE DESCRIPTION****FEE**Sanitary Sewer Service Charges (annual) Continued

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	\$	8.68	X	((AOD)	X	(UCo)	+	(TSS - 300)	X	(UCs)

The variables and constraints in the formula are as follows:

QM = Annual water usage volume (in million gallons per year);

\$8.68 = 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

BOD = biochemical oxygen demand strength or as measured from discharge samples

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 = \$0.02397 per pound

TSS = Total suspended solids strength or as measured from discharge samples

UCs = Unit charge for total suspended solids (TSS)

Unit charge = \$0.0583 per pound

**Classification E - commercial users not utilizing a municipal water supply**Inside city limits

Annual charge of \$104.42 per user.

Outside city limits

Annual charge of \$125.29 per user.



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## Exhibit A

DEPARTMENT/  
FEE DESCRIPTION

## FEE

City ClerkOpen Records Request Fees

Staff time for research/retrieval is \$30.00 per hour with the first hour free of charge.

Copies (hard copies) are \$.25 per 8.5"x11" page in black/white; \$1.00 per 8.5"x11" color.

Actual costs are determined for specialty sizes and larger sizes.

Document certification by clerk's office = \$2.00 charge (extra).

Duplication of audio/video files to disk = \$5.00 per media type.

Finance Department

Insufficient funds for checks/credit cards

\$

35.00

Sewer/Storm Utility account transfer fee

\$

18.00

Municipal Court

Defensive driving class fee

\$

30.00

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