

Town of Star Valley, Arizona Fees and Charges Schedule

Effective August 1, 2024

The Town of Star Valley fee schedule, which will be enacted on August 1, 2024, shall be as follows, subject to administration fees and outside costs where applicable.

ADMINISTRATION FEE: An administration fee of 10% may be added to all fees and charges listed herein whenever outside costs are incurred.

OUTSIDE COSTS: Outside costs are generally all costs of services and materials billed to the Town and shall include, but are not limited to, costs of publication and posting; attorney fees; filing fees; reproduction costs; outside engineering; surveying and consulting services.

DEPOSITS: No interest shall accrue on any deposit.

REFUNDS: All refunds of \$5.00 or more will be issued by check to the last known address the Town has for the person entitled to the refund. No refunds under \$5.00 will be issued unless the person entitled to the refund affirmatively requests such a refund. If no such request is made within 30 days, the amount below \$5.00 shall be deemed donated to the Town.

NOTE: Except as may be noted otherwise, fees and charges are non-refundable.



GENERAL FEES AND CHARGES

The Finance Department shall establish fees for services not specifically listed below but which, in the determination of the Town's Officials, should be charged to recover the reasonable costs of providing the service. When applicable, the current state sales tax shall be charged.

COPYING/PRINTING

Photocopies:	
Paper Photocopy (black & white)	_\$0.50 per page
Paper Photocopy (color)	_\$1.00 per page
Email Copies	_\$0.50 per page
Town Code	_\$0.50 per page
Documents on CD	_\$5.00
Large Maps or sheets	_Cost to produce will be charged
Media Copies:	
Audio-per CD	_\$5.00
Video-per DVD	_\$5.00
FEES FOR PUBLIC RECORDS REQUESTS	
Commercial Request	_Fair Market Value of the Materials
Non-Commercial Request	
Emailed Digital Copies:	photographed free of charge
Electronic Files not Requiring Redaction	_Free
All other Documents (First 20 pages are free)	_\$0.10 per page thereafter



GENERAL FEES AND CHARGES

OTHER

Park Reservations	\$50.00 \$75.00
Park Reservations Refundable Cleaning Deposit	_\$100.00
Alcohol Permit	\$15.00
Animal License Spayed\Neutered	<u>\$</u> 5.00
Animal License Unaltered	\$7.00
Business License (Prorated Annually)	\$50.00
Business License w\Liquor	_\$150.00
Business License Renewal	\$50.00
Business License w\Liquor Renewal	\$150.00
Returned Check Fee	\$35.00
Returned ACH Fee	_\$10.00
Liquor License Application	_\$200.00
Argument Deposit in support of or opposition to a proposition	<u>\$150.00</u>
Special Event Permit	_\$25.00
COMMUNITY GARDEN	
Plot Sizes:	
4'x25'	\$65.00 annual
4'x16'	\$55.00 annual
Raised Bed 6'6'	\$30.00 annual



SHORT-TERM RENTAL PERMIT FEE

Permit for short-term rental	\$100.00 per unit
Short-term Rental annual renewal fee	\$100.00 per unit
SHORT-TERM RENTAL PENALTIES	
Civil Penalty: Operating without a permit. There is a recurring fee if the o	owner fails to obtain a permit and or
fails to provide notice of change to the Town of Star Valley.	Up to \$1,000.00 per month
Civil Penalty: Any owner who causes, allows, facilitates, aids, or abets such	n prohibited use of this property shall
be subject to a civil infraction carrying a mandatory penalty	\$500.00 min
Civil penalty for the first violation. Noncompliant under Title 3, Chapter 4:	emergency contact, prohibited uses,
neighbor notification, advertising requirements, posting on the property re	equired, proof of insurance required,
background checks.	Up to \$500 or
up to an amount equal to one night's rent for the vacation rental as adver	tised, whichever is greater.
Civil penalty for the second violation. Noncompliant under Title 3, Chapt	er 4: emergency contact, prohibited
uses, neighbor notification, advertising requirements, posting on the pr	roperty required, proof of insurance
required, background checks.	Up to \$1,000
or up to an amount equal to two night's rent for the vacation rental as ad	vertised, whichever is greater.
Civil penalty for the third and any subsequent violations. Noncompliant	under Title 3, Chapter 4: emergency
contact, prohibited uses, neighbor notification, advertising requirements	s, posting on the property required,
proof of insurance required, background checks.	Up to \$3,500
or up to an amount equal to three night's rent for the vacation rental as a	dvertised, whichever is greater.



New Home & Commercial Permits

- A) Determine the Building Permit fee using the square footage multiplier in Table 3-A.
- B) Plan Review fees are calculated by multiplying the Building Permit fee by 50%.
- C) See miscellaneous fees listed in tables 3-B through 3-D
- D) Add A+B+C above to calculate the total building permit fee.

Square Footage Multipliers - TABLE 3-A

Descriptions in the following items are used to determine building permit fees for single-family detached miscellaneous structures. Calculate the building permit by multiplying the square footage (sq. ft.) cost using the list below. Plan Review fees are calculated by multiplying the Building Permit fee by 50%.

RESIDENTIAL

Living Space (SFR & Additions to Existing SFR)	_\$0.737 per sq. ft.
Arizona Room/Screened	_\$0.737 per sq. ft.
Wood Canopy over M/H	_\$0.268 per sq. ft
Metal Awning	_\$0.122 per sq. ft
Metal Pre-Manufactured Carports	_\$0.122 per sq. ft.
Metal Barns	<u>\$</u> 0.268 per sq. ft.
Wood Covered Porch/Carports	_\$0.122 per sq. ft.
Wood Open Deck/Balcony	_\$0.101 per sq. ft.
Non-Living Space (Garages, Sheds, etc.)	_\$0.274 per sq. ft.
COMMERCIAL	
Hotel\Motel; Office Buildings; Apartment Houses; Auditoriums; Churches	_\$0.558 per sq. ft.
Restaurants; Theaters; Libraries; Fire Stations; Public Buildings; Schools; Elderly Homes_	_\$0.810 per sq. ft.
Warehouses; Public Garages	_\$0.390 per sq. ft.
Retails Stores; Industrial Plants; Gas Stations; Bowling Alleys	_\$0.462 per sq. ft.
Banks; Jails; Convalescent; Hospitals	_\$1.074 per sq. ft.



ELECTRICAL FEE TABLE 3-B Permit Issuance Electrical Permit______\$24.00 Supplemental Permit \$8.00 The following includes the unit fee schedule for electrical equipment; please include a permit fee (previously listed) with all items to follow in this table, unless otherwise noted. Single/Two-Family Residential Remodels & Additions ______\$0.060 per sq. ft plus electric meter Multi-family Residential \$0.055 per sq. ft plus electric meter Receptacle, switches, light, fixtures, and outlets: 1st 20 fixtures _____\$1.10 each Additional fixtures \$0.75 each Signs, outline lighting, and Marquees: Supplied from 1 branch circuit______\$24.60 Additional branch circuits \$4.75 (same sign) **Solar Photovoltaic Systems:** Commercial Inverters ______\$40.00 ea. plus plan review by the hr. Combiners or Junction Boxes \$30.00 ea. plus plan review by the hr. **Use Service Permit Fees for New Service Equipment:** Solar H/W System _____\$35.00 plus \$10.00 per fixture Single Family Residential System \$175.00 total fee charged Services: Less than 600 volts and not over 200 amperes rated \$30.00 600 volts or less, and between 200 - 1,000 ampere rated \$62.00 Over 600 volts or over 1,000 amps______ \$124.00



MECHANICAL FEE TABLE 3-C

Mechanical Permit	\$24.00
Supplemental Permit	\$8.00
The following includes the unit fee schedule for mechanical eq listed) with all items to follow in this table, unless otherwise no	• • • • • • • • • • • • • • • • • • • •
Furnace, including ducts 100,000 BTU or less	\$15.00
Furnace, including ducts over 100,000 BTU	\$18.00
Suspended Unit Heater	\$15.00
Air Handlers up to and including 10,000 CFM	\$11.00
Air Handlers over 10,000 CFM	\$18.00
Incinerator/domestic	\$18.00
Incinerator/commercial/industrial	\$14.00
Miscellaneous: Unclassified Machinery Equipment (For Pellet & Woodstoves only charge this unit fee)	<u>\$</u> 11.00
PLUMBING PERMIT FEE TABLE 3-D	
Plumbing Permit	\$24.00
Supplemental Permit	\$8.00
The following includes the unit fee schedule for plumbing equivalent listed) with all items to follow in this table, unless noted others	
Fixtures (trap)	\$10.00
Water Heaters	\$12.00
Gas piping 1-5 outlets	\$6.00
Gas piping outlets over 5	\$1.00
Miscellaneous: (Unclassified Plumbing Equipment)	\$10.00



OTHER PERMIT FEES

Hellsgate Fire Department - User Fees:	
New Home	_\$0.20 per square foot
Awnings, Decks, and Porches	_\$0.10 per square foot
Manufactured Homes, Other	_\$0.15 per square foot
Commercial	_\$0.50 per square foot
Note: All Hellsgate User Fees are collected by Hellsgate Fionly.	re Department. Noted for informational purposes
WATER DEPARTMENT – New Builds & Additions	
Initial Lot Inspection to determine property water needs_	_\$85.00
Note: Property may be subject to additional fees.	
Miscellaneous:	
Carnivals/Circuses/Special Events	_\$70.00/hour Swimming Pools, each pool
Private	_\$300.00 + Plan Review by the hour
Public	_\$800.00 + Plan Review by the hour
Temporary Certificate of Occupancy:	
Residential 1st six months	\$200.00/month
Residential after six months	\$400.00/month
Commercial 1st six months	\$300.00/month
Commercial after six months	_\$600.00/month
Expired Permits:	
6-month extension (post-drywall) 6-month extension (post-frame, combo/pre-drywall)	 -
One-year extension (pre-frame combo)	100% of Original Permit Fee
Building without Permit	_Investigation Fee Equal to Project Permit Fee
Demolition Permit	\$50.00, good for only 30 days from the date issued



ADDITIONAL MISCELLANEOUS BUILDING DIVISION FEES

Code Books	Actual cost plus 15%
Inspections other than routine	\$70.00/hour, after hours, minimum 2-hour charge
Re-inspection	\$70.00/hour, minimum 1- hour charge
Inspection and Plan Review for which no fee is indicated_	\$70.00/hour, minimum 1-hour charge
Additional Plan Review required due to changes, additions, lost plans	\$70.00/hour, minimum ½ hour charge
Plan Review-Residential Stock Plan	\$90.00, after 1st review
Use of outside consultants for plan checks, inspections, o	r bothActual costs to jurisdiction, plus 20%
Modular Buildings & Manufactured Homes. Maximum Fe 3 inspections.	e Allowed by Arizona Department of Housing Includes
Additional Inspections	\$70.00/hour, with a minimum 1-hour charge
Park Models	_\$300.00
PLANNING AND ZONING	
Zoning Application Submittals	
Accessory Dwelling Unit (ADU), Guest Quarters	_\$250.00
Administrative Relief/ Review	_\$25.00
Appeals (Administrative\P&Z Commission)	_\$125.00
Annexation	\$500.00 plus \$100.00/acre over 5 acres max. of \$3000
Code Amendment	•
Conditional Use: Other than SFR, Waivers	_\$325.00
Single Family Residential (SFR)	_\$150.00
Continuance of Hearing	\$55.00 after Legal Ad/Public Notice



PLANNING AND ZONING

Desi			
	_	_	

	4
Façade Changes and Minor Additions	\$50.00
New Projects	\$250.00
Development Agreement	Charge is equal to Star Valley's Employee
	Hourly Wage
Development Master Plan	\$400.00
General Plan Amendment:	
Minor	\$2,500.00
Major	\$4,000.00
Lot Line Adjustment	<u>\$</u> 100.00
Minor Land Division	\$250.00
Planned Area Development (PAD)/Special District Plan (SPD)	\$1,500.00 plus Development Master
	Plan Fee and recording fees.
Subdivisions:	4050.00 40541.44
Preliminary Subdivision Plat (more than 10 lot/tract/parcel)	\$250.00 plus \$25/lot/tract/parcel
Preliminary Subdivision Plat (10 or fewer lot/tract/parcel)	\$600.00 plus \$50/lot/tract/parcel
Final Subdivision Plat	\$5.00 per lot, tract, or parcel
	plus recording fees
Subdivisions:	
Amended Final Subdivision Plat	\$125.00 plus recording fees
Temporary Storage container Permit (excludes waivers)	\$50.00
Temporary Use Permit	See Fee Schedule on page 11
Time Extensions	\$250.00
Variance:	
Single Family Residential - Owner Occupied	\$150.00
Other than Single Family Residential	\$350.00



PLANNING AND ZONING

Zone Change	\$350.00 \$1,500.00
Zone Verification Letter	\$350.00
Code Enforcement Nuisances Town Removal or Payment for Removal of the Condition	Actual cost plus 5%
Town Removal of Fayment for Removal of the condition	Actual cost plus 370
Inspections:	ć70.00 azak
Re-inspectionNon-business hours	
Interested Citizen Registry	 -
PLAN REVIEWS	
Commercial/Multi-Family	\$100.00/acre on dev. over 1 acre)
ResidentialAdditional Review	 .
SIGN PERMITS	, ,
Wall or Monument up to 32 sq. ft	<u>\$</u> 100.00
Over 32 sq. ft	
Home-Based Business	\$50.00
Banners	\$50.00
Temporary Portable	<u>\$</u> 50.00
Temporary Directional	<u> </u>



TEMPORARY USE PERMIT FEE SCHEDULE

Average Retail Price of Items to be sold:

\$0 - \$100	_\$50.00	\$10,001 - 25,000	_\$2,500.00
\$101 – 500	_\$100.00	\$25,001 - 50,000	_\$5,000.00
\$501 – 750	_\$250.00	\$50,001 - 75,000 <u> </u>	_\$7,500.00
\$751 - 1,500 <u> </u>	_\$500.00	75,001 - 100,000	_\$10,000.00
\$1,501 - 2,500	_\$750.00	\$100,001 - 250,000	_\$25,000.00
\$2,501 - 5,000	_\$1,000.00	250,001 - 500,000	_\$50,000.00
\$5,001 - 7,500	_\$1,500.00	\$500,001 - 750,000	_\$75,000.00
\$7,501 - 10,000	_\$2,000.00	\$750,001 - 1,000,000	_\$100,000.00
		\$1,000,001 – Up	_10% of Avg Sales Price per Item

Note:

- 1) Fifty Dollars (\$50.00) of the permit fee is non-refundable.
- 2) Any business that can provide evidence of sales tax paid to the Town of Star Valley within the preceding 24 months may deduct that amount from the permit fee.
- 3) Any sales tax paid to the Town and not applied to the current Temporary Use Permit fee may be deducted from future Temporary Use Permit fees.



PLAN REVIEW FEES FOR SUBDIVISIONS, MULTI-FAMILY RESIDENTIAL, COMMERCIAL & INDUSTRIAL DEVELOPMENTS

Note: Engineering fees and charges are based on the towns outside engineering costs.

Construction Plans (Grading, Drainage, Paving, etc.) up to 24" x 36":	
1st & 2nd Review (both included)	_\$300.00/sheet
Additional Reviews (each)	_\$150.00/sheet
Addenda to Permitted Drawings	_\$150.00/sheet
As-Built Drawings	_\$150.00/sheet
Reports (one-hour minimum)	_\$150.00/hour
Cost Estimates (one-hour minimum)	_\$150.00/hour
Other Documents (one-hour minimum)	_\$150.00/hour
PLAN REVIEW FEES FOR INDIVIDUAL SINGLE-FAMILY RESIDENTIAL LOTS Regular Grading Plan (includes one courtesy and one final inspection)	_\$235.00
Engineered Grading Plan, Single Sheet (Includes one courtesy and one final inspection)	
Engineered Grading Plan, Additional Sheets	_\$150.00/sheet
Addenda to Permitted Drawings	_\$150.00/sheet
As-Built Drawings	_\$150.00/sheet
Additional Site Inspections	_\$80.00 each
DESIGN EXCEPTION REVIEW FEES Exception to Town of Star Valley Street Design Standards	Per Consultation Fee Schedule
PERMITS Right of Way Permits:	¢0.00
Landscape and Beautification	
Private Construction (with no curb, gutter, or pavement cuts)	
Private Construction (with curb, gutter, or pavement cuts)	_\$110.00 plus bond



PERMITS Right-of-Way Permits - continued			
Bonds (minimum)	\$2,000.00		
If the replacement cost of the removed items exceeds t increased to match. Bonds are not required if there is a Improvements."			
Permits Issued after Start of Work	200% of Standard Amount		
Grading Permits: Regular Grading Plan, Single Family Residential	\$53.00/lot		
Engineered Grading Plan (combined cut and fill): 100 Cubic Yards or less	\$26.50		
101 to 1,000 Cubic Yards	\$42.50 + \$21.00 per each additional 100 cubic yards or a fraction thereof		
1,001 to 10,000 Cubic Yards	\$231.50 + \$16.00 per each additional 1,000 cubic yards or a fraction thereof		
10,001 to 100,000 Cubic Yards	\$375.00 + \$79.50 per each additional 10,000 cubic yards or a fraction thereof		
100,001 Cubic Yards or More	\$1,091.00 + \$42.50 per each additional 10,000 cubic yards or a fraction thereof		
Permits Issued after Start of Work	200% of Standard Amount.		
Project Located in a Special Flood Hazard Area	150% of the Standard Amount (\$150.00 minimum)		

Subdivision and Minor Land Division Permits

These permits are issued in conjunction with an approved subdivision or minor land division and an approved "Agreement to Construct Subdivision Improvements." The permit fee is based on 3% of the construction cost of the public improvements, excluding wastewater facilities. This fee includes the cost of Town field observation and project administration. In addition, right-of-way and Grading Permits are required at the rates indicated above.



conveyance facilities.

ENGINEERING FEES AND CHARGES

Subdivision and Minor Land Division Permits - continued				
Non-Subdivision Multi-Family, Commercial, or Industrial Lot Developments				
Permit Fee (\$530.00 minimum)	\$2,650.00/acre			
These permits are issued to cover the cost of Town field observation Right-of-Way and Grading Permits are required at the rates indicated total lot area.				
PUBLIC EASEMENT OR RIGHT-OF-WAY Acceptance				
Application Filing Fee (for each document required)	\$2,000.00			
Abandonment				
Application Filing Fee	\$2,500.00			
If the right of way abandonment is approved, the applicant must preceived. Reimbursement will be based on the prevailing property abandonment request necessitates acceptance of a new easement or fees stipulated above for Acceptance will also be charged.	value calculated per square foot. If an			
IMPROVEMENT DISTRICT ASSESSMENT SPLIT				
Application Filing Fee	\$750.00/lot			
BIDDING PACKAGES				
Electronic copies of bid packages will be available for download at no will be at the cost specified in the Advertisement for Bids.	cost. If paper copies are available, they			
WAIVER OF ON-SITE DETENTION				
Excess Runoff	\$46,175.00/acre-foot			
This fee will be assessed if a variance from on-site detention facilities if Fees will be placed in a separate account to be used for the future const	_			



DEPOSIT FOR REPLACEMENT VEGETATION ON HILLSIDE LOTS	
Tree, 2" Caliper	\$555.00 each
Shrub, 5 Gallon	\$30.00 each
Drip Irrigation System	\$2,225.00/lot
Deposits in lieu of planting will only be accepted due to seasonal limit upon an acceptable final inspection of the completed work.	cations. The deposit will be refunded
CONSULTATION Public Works Director	\$180.00/hr.
Town Engineer	\$160.00/hr.
Public Works Engineer	\$145.00/hr.
Project Manager	\$145.00/hr.
Construction Inspector	\$105.00/hr.
Outside Consultants	120% of Actual Cost
STREET ADDRESSING New Subdivisions	\$25.00/lot
Address Change Request	\$50.00/lot
LARGE FORMAT COPIES, PRINTING & SCANNING Printing, Black & White, up to 36" Wide	\$1.70/sq ft
Printing, Color, up to 36" wide	
Scanning, up to 36" wide	
Copies will include the cost of Scanning and Printing	
ELECTRONIC COPIES	-
File Sharing Service	No Charge
LISB Drive	\$5.30 pach



UTILITY POLE ATTACHMENT

Per Pole______\$50.00/year

STREETLIGHT SHIELDS

Unidirectional \$160.00 each

Multidirectional \$215.00 each

LABOR & EQUIPMENT RENTAL RATES

Labor Rates

Regular Working Hours______\$55.00/person/hr.

Outside of Regular Working Hours______\$82.50/person/hr.

Equipment Rental Rates

Description	Hourly	Daily	Weekly	No of Emp.
Backhoe	\$55.00	\$330.00	\$1,155.00	1
Bucket Truck	\$45.00	\$315.00	\$1,195.00	2
Crack Sealing Trailer	\$40.00	\$240.00	\$965.00	4
Dewatering Pump	\$20.00	\$115.00	\$445.00	1
Dump Truck, 5-6 Cyd.	\$45.00	\$315.00	\$1,195.00	1
Dump Truck, 7-10 Cyd.	\$50.00	\$345.00	\$1,485.00	1
Equipment Trailer	\$25.00	\$175.00	\$880.00	1
Grader	\$60.00	\$460.00	\$1,760.00	1
Loader	\$75.00	\$545.00	\$2,070.00	1
Pickup Truck	\$35.00	\$215.00	\$830.00	1
Street Sweeper, Small	\$35.00	\$215.00	\$830.00	1
Street Sweeper, Large	\$50.00	\$350.00	\$1,485.00	1
Skid Steer	\$50.00	\$350.00	\$1,485.00	1
Mini Excavator	\$50.00	\$350.00	\$1,485.00	1
Snowplow, Grader	\$60.00	\$460.00	\$1,760.00	1
Snowplow, Pickup	\$40.00	\$240.00	\$965.00	1
Vacuum Excavator, Small	\$90.00	\$615.00	\$2,290.00	2
Vacuum Excavator, Large	\$165.00	\$1,155.00	\$4,300.00	2
Water Truck	\$75.00	\$545.00	\$2,000.00	1
Tractor	\$40.00	\$260.00	\$965.00	1

Hourly rates are subject to a two-hour minimum.



The total cost of equipment rental will be the equipment rental rate plus the hourly labor rate for the total number of employees required to operate the equipment, as noted by an outside contractor.

LABOR & EQUIPMENT RENTAL RATES (continued)

Barricade Rental

Type I	_\$1.10/day (or portion thereof)
Type II	_\$2.20/day (or portion thereof)
Delivery/Pickup Charge (Regular Working Hours)	_\$55.00
Delivery/Pickup Charge (Outside of Regular Working Hours)	_\$82.50