

TOWN OF PALMER LAKE, COLORADO

RESOLUTION NO. 33-2021

A RESOLUTION ADOPTING THE TOWN MASTER FEE SCHEDULE 2021

WHEREAS, the Board of Trustees of the Town of Palmer Lake, Colorado, pursuant to Colorado statute and the Town of Palmer Lake Municipal Code, is vested with the authority of administering the affairs of the Town of Palmer Lake, Colorado;

WHEREAS, the Town of Palmer Lake, Colorado, has been operating in absence of an adopted Master Fee Schedule; and

WHEREAS, fees to the Town should be publicly noted; and

WHEREAS, the attached Master Fee Schedule provides a guideline for the Town staff and public alike.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF PALMER LAKE, COLORADO AS FOLLOWS:

1. The Board of Trustees for the Town of Palmer Lake hereby adopts the Master Fee Schedule for 2021, attached hereto.
2. Severability. If any article, section, paragraph, sentence, clause, or phrase of this Resolution is held to be unconstitutional or invalid for any reason such decision shall not affect the validity or constitutionality of the remaining portions of this Resolution. The Board of Trustees hereby declares that it would have passed this resolution and each part or parts thereof irrespective of the fact that any one part or parts be declared unconstitutional or invalid.
3. Repeal. Existing resolutions or parts of resolutions covering the same matters embraced in this Resolution are hereby repealed and all resolutions or parts of resolutions inconsistent with the provisions of this Resolution are hereby repealed.

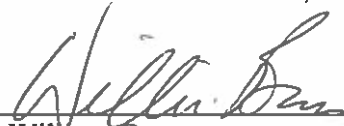
INTRODUCED, RESOLVED, AND PASSED AT A REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE TOWN OF PALMER LAKE ON THIS 10TH DAY OF JUNE, 2021.

ATTEST:



Dawn A. Collins
Town Administrator/Clerk

TOWN OF PALMER LAKE, COLORADO

BY: 

William Bass
Mayor

TOWN OF PALMER LAKE FEE SCHEDULE

	FEE	CODE
ADMINISTRATION - LICENSES & PERMITS		
BUSINESS LICENSE		
New Application / Annual Renewal	\$50	
SIGN PERMIT	\$100	
LIQUOR SPECIAL EVENT PERMIT (non-profit)	\$100 / day	
LIQUOR LICENSE - Local Fee		
<i>See Town Clerk for NEW license application packet with fees</i>		
Renewal Application	\$100	
Local License	\$75	
<i>See Colorado Department of Revenue (Fee to State - New & Annual Renewal)</i>		
https://www.colorado.gov/pacific/enforcement/fee-schedule-0		
MARIJUANA LICENSE - Local Fee		
<i>See Town Clerk for NEW license application packet with fees</i>		
New Application Fee	\$1,500	
License Fee/Annual Renewal	\$1000 /ea	
Change Fee (MOD, change of structure)	\$500 / ea	
DUPLICATE LICENSE FEE	\$10	
SOLICITOR/PEDDLER PERMIT	\$25 / day	
SPECIAL EVENT PERMIT	\$100 / event	
<i>Application Fee in addition to any Park or Building rental fees</i>		
ADMINISTRATION - OTHER		
NOTARY SERVICE	\$0	
LATE FEE / MO (after 30 days, as applicable)	\$15	
NSF FEE (includes bank service fee)	\$29 / incident	
PUBLIC RECORDS (by request)		
Letter size (8.5 x 11) b/w photocopy (Pg 1-5 no cost)	\$0.25 / Pg >6	
Legal or larger size b/w photocopy	\$0.50 / Pg	
FAX Transmittal	\$2 / Pg	
Document certification	\$5 / document	
Portable media, CD/DVD/Flash Drive	Actual cost	
Research, Retrieval & Data Manipulation Fees (1st hour free)	\$30 / hour	
<i>(includes staff time to monitor view only requests)</i>		
US First Class Mail requested	USPS rate	
TOWN PROPERTY - RESERVATION & RENTAL		
Centennial Park	\$100 / day	
Glen Park	\$100 / day	
Palmer Lake Pavilion	\$100 / day	
ROCKIN RAILS DISC GOLF COURSE		
Special Event	\$150 / day	
League Play (criteria)	\$250 / year	
REFUNDABLE DAMAGE DEPOSIT	\$250 / event	

TOWN OF PALMER LAKE FEE SCHEDULE

	FEE	CODE
TOWN HALL / GAZEBO		
Town Hall	\$50 / hour	
Non-Profit Event	\$25 / event	
RENTAL - Round Tables (10) & Chairs (100)	\$250 / event	
Set: 1 table & 10 chairs	\$25 / set	
Staff Set-up Fee	\$50	
Kitchen - Stove Use	\$50	
Combined Town Hall w/Village Green/Gazebo (4 hour minimum)	\$200 / event	
REFUNDABLE DAMAGE DEPOSIT	\$50	
TRAILHEAD PAID PARKING	\$5 / day	
PUBLIC WORKS & WATER FEES		
NEW WATER TAP/LINE SET		
Meter (with accessories and inspection)	\$20,600.00	
<i>Coordinate with Water Department for inspection</i>	\$650.00	
Meter Size (minimum bill/mo)		
3/4" (or smaller)	65.32 / mo	
1"	85.64 / mo	
1.5"	119.82 / mo	
2" (and larger)	160.85 / mo	
Water Usage Rate (meters read in 100 gl increments)		
1-4999 gl	0.762 / 100 gl	
5000-9999 gl	0.915 / 100 gl	
10,000-99,999 gl	1.098 / 100 gl	
<i>Water Tap, Meter Size, Usage Rate Subject to Annual 3% Increase per 2019 Resolution</i>		
LATE PAYMENT FEE	\$15 / mo	
PAST DUE INTEREST RATE (water charge only)	18% / yr	
SHUT OFF / TURN ON DUE TO NON PAYMENT	\$20 /incident	
SHUT OFF / TURN ON SERVICE CALL DURING BUSINESS HOURS	\$0	
NON-EMERGENCY SERVICE CALL	\$45 /incident	
EMERGENCY SERVICE CALL	\$0	
RESIDENTIAL WELL PERMIT (subject to \$15,000 drilling allowance)	\$20,650.00	
STREET CUT PERMIT (ROW) - first 20 feet	\$200	
Per additional lineal foot	\$10 / ft	
DEMOLITION PERMIT	\$100	
LAND USE APPLICATIONS		
<i>Fee PLUS property formulas/application</i>		
NEW CONSTRUCTION (Building Permit)	\$200+	
OTHER (Remodel, Re-roof, Deck, etc)	\$50+	
CONDITIONAL USE	\$250	
PRELIMINARY PLAT	\$500+	
FINAL PLAT	\$500+	
MASTER PLAN	\$1,000+	

TOWN OF PALMER LAKE FEE SCHEDULE

	FEE	CODE
MINOR SUBDIVISION (less than 5 parcel)	\$750+	
REPLAT APPLICATION	\$500+	
ROW VACATION	\$500+	
PLANNED UNIT DEVELOPMENT (PUD) REQUEST	\$1,000+	
VARIANCE REQUEST	\$400	
REZONING REQUEST	\$500	
ANNEXATION REQUEST	\$1,000+	
FIRE INSPECTION		
FIRE PROTECTION/ALARM SYSTEM INSPECTION	\$125+	
PLAN REVIEW - RESIDENCE (NO FEE 1ST INSPECTION)	Per SF	
<i>Coordinate appointment with Fire Department: Call 719-481-2902</i>		
*Additional services reviewed by Fire Chief		
POLICE RECORDS		
INK FINGERPRINTS	\$20	
VIN VERIFICATION	\$10	
VIN VERIFICATION FOR ADDITIONAL VEHICLE(S)	\$5	
<i>Check or Money Order - Payable to Town of Palmer Lake</i>		
<i>Credit Card payment at www.townofpalmerlake.com (MUST specify what payment is for)</i>		
<i>Coordinate appointment with Police: Call 719-481-2934</i>		
PUBLIC SAFETY RECORD REQUESTS		
Traffic Accident Reports	\$10	
Case Reports (1-10 pages)	\$15	
Case Reports (page 11 and after)	\$0.25 / pg	
Research/Retrieval of Records (1st hour free)	\$30 / hour	
Digital Video/Audio/Photograph copies	\$25	
Research/Retrieval of Records (1st hour free)	\$30 / hour	
All 3rd Party Printing	Actual cost	
MUNICIPAL COURT		
COURT COST	\$30	
OJW FEE	\$30	
WARRANT FEE (determined by Municipal Judge)	\$300-800	