



# **MINTURN 2024**

## **ADOPTED FEE**

## **SCHEDULE**



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| Fees, Rates, and Charges Imposed Pursuant to the Minturn Town Code                  |  |                                    |        |
|---|--|------------------------------------|--------|
| Town of Minturn - Town Clerk Fees   |  |                                    |        |
| ITEM  | DESCRIPTION  | FEE 2024                           | DETAIL |
| <b>Business Licenses:</b>   |  |                                    |        |
| Initial License Fee   |  | \$75.00                            |        |
|   | Prorated at \$10/month   |                                    |        |
| Business License Fee  | (Fiscal Period is 4/1-3/31)  | \$75.00                            |        |
| Home Occupation License Fee   |  | \$75.00                            |        |
| Home Business License Fee   | (Major household income)   | \$75.00                            |        |
| Mobile Food Vendor License  |  | \$75.00                            |        |
| Outdoor Recreation License  |  | \$75.00                            |        |
| Short Term Rental License   |  | \$300 PER Bedroom or Sleeping Area |        |
| Snow Plow Business  |  | \$75.00                            |        |
| Each additional vehicle   |  | \$20.00                            |        |
| Peddler or Solicitor:   |  |                                    |        |
| License Fees  |  |                                    |        |
| 1 Day   |  | \$15.00                            |        |
| 2 Days Consecutively  |  | \$30.00                            |        |
| 3 Days Consecutively  |  | \$45.00                            |        |
| 5-Days Consecutively  |  | \$75.00                            |        |
| 7 Days Consecutively  |  | \$75.00                            |        |
| 30 Days consecutively   |  | \$75.00                            |        |
| Annual License  | (Due 4/1)  | \$75.00                            |        |
| Contractor License:   |  |                                    |        |
| Annual License Fee - General  |  | \$100/yr                           |        |
| Business List Print Fee   |  | \$40.00                            |        |
| <b>LIQUOR LICENSE APP FEES</b>  | All fees as set by State   |                                    |        |
| <b>PUBLIC WORKS</b>   |  |                                    |        |
| Snow Dump - Tandem  |  | \$75.00                            |        |
| Snow Dump - End Dump  |  | \$125.00                           |        |
| Use of Snow Dump at Community Garden  | Must have prior written approval.<br>User (not operator) will be billed. | \$150/SEASON                       |        |
| Snow Dump - FINE  | Illegal Dumping - Minimum x 4  |                                    |        |
| <b>Eagle River Fire Protection District<br/>Impact Fees*</b>                        | THESE WILL AUTO UPDATE WHEN SET BY ERFPD IN JANUARY                      |                                    |        |
| new meter size:   | 3/4 inch   | \$1,734.00                         |        |
|   | 1 inch   | \$2,949.00                         |        |
|   | 1.5 inch   | \$5,724.00                         |        |
|   | 2 inch   | \$9,192.00                         |        |
|   | 3 inch   | \$19,078.00                        |        |
|   | 4 inch   | \$29,484.00                        |        |
|   | 6 inch   | \$57,234.00                        |        |
| *Fees may be increased administratively to adjust for inflation. MMC Sec. 18-16-110 |  |                                    |        |

## ***Town of Minturn -Administrative Fees***

### **Fees, Rates, and Charges Imposed Pursuant to the Minturn Town Code**

| ITEM                                | DESCRIPTION  | FEE 2024                       |
|-------------------------------------|--|--------------------------------|
| <b>Administration</b>               |  |                                |
| Copies                              | per page   | \$0.25                         |
| Bad Check fee                       |  | \$35.00                        |
| <u>Open Records Request</u>         |  |                                |
| Attorney-Administrative             | per hour, minimum 1hr after first hour in 15min increments                 | \$185.00                       |
| Town Staff-Administrative           | per hour, minimum 1hr. After first hour, billed in 15min increments        | \$33.58                        |
| Professional Use Fee                | Use of town Eng, Lawyer, Other Consultants, etc                            | Cost + 20%                     |
| Past due monthly fee                |  | \$35.00 plus 1.5%/month        |
| Real Estate Transfer Tax            | per sale due at time of sale   | 1%                             |
| Lodging Tax                         |  | 1.5%                           |
| Sales Tax - City                    |  | 4%                             |
| Use Tax - Construction              |  | 4%                             |
| Credit Card Fees                    | For in-person payments, charges in excess of \$500 incur a processing fee. | 3%                             |
|                                     | For online portal payments, all transactions incur a processing fee.       | payment, and amount 2 - 3% Fee |
| <b>Application for Encroachment</b> | Sec. 11-3  | \$40.00                        |
| <b>Encroachment Fee</b>             |  | \$16sqft annually              |

## Town of Minturn -Utility Fees

### Fees, Rates, and Charges Imposed Pursuant to the Minturn Town Code

| ITEM  | DESCRIPTION                               | FEE 2024  | DETAIL     |
|---|---|---|------------|
| <b>WATER</b>  |   |   |            |
| Cash deposit  |   | \$100.00  |            |
| Debt Service Fee  | Per SFE/Month                             | \$17.37   |            |
| Turn-on/Reconnect Fee   |   | \$50.00   |            |
| Turn-off/Disconnect Fee   |   | \$50.00   |            |
| Turn-on/Reconnect   | For non metered water only                | \$400.00  |            |
| Tap, inspection, connection fee                                     |   |   |            |
| (1) Residential Unit; per unit plus Tier fee per sq foot floor      |   | Tap Fee \$12,940<br>SIF Tier 1 \$10.95/sqft<br>SIF Tier 2 \$14.52/sqft<br>SIF Tier 2 \$17.47/sqft |            |
| Accessory Dwelling Unit (>750sf)                                    | .5sfe                                     | 10.95sf   |            |
| Cash in Lieu of Water   |   | \$40,501.00   |            |
| (2) Hotel/Lodge/Motel/Lock-off/Accommodation Unit:                  |   |   |            |
| (a) per efficiency room   |   | \$9,652.45  |            |
| (b) per room  |   | \$6,650.00  |            |
| Out of Town Tap Fees are 25% higher                                 |   |   |            |
| Tap, Inspection, Connection Fee                                     |   |   |            |
| Commercial Service Line Size in inches:<br>Set to equal ERWSD rates |   | These will automatically change once set by ERFPD in January                                      |            |
|   | 3/4in (1.5 SFE)                           | \$17,840.00   |            |
|   | 1in (2.6 SFE)                             | \$30,918.00   |            |
|   | 1in 1/2 (5.8 SFE)                         | \$68,973.00   |            |
|   | 2un (10.3 SFE)                            | \$125,730.00  |            |
|   | 3in (23.0 SFE)                            | \$275,911.00  |            |
|   | 4in (40.9 SFE)                            | \$486,376.00  |            |
|   | 6in (92.1 SFE)                            | \$1,095,240.00  |            |
| All out of Town Taps  | Sec. 13-29(b)(1)                          | + 50%   |            |
| Construction Use Rates  | Sec. 13.65                                |   |            |
| Any water use for construction                                      | per month flat fee plus use               | \$100.00  |            |
| Portable meter fee  |   | \$100.00  |            |
| Portable meter water use  |   | \$10.00/1000 gal  |            |
| Portable meter deposit or lost meter                                |   | \$1,750.00  |            |
| Unusual Water User Fee  | Sec. 13.66                                | set Administratively  |            |
|   |   |   |            |
| <b>Unmetered Water Rate</b>   | Sec. 13-4                                 | Base x3   |            |
| Monthly rate per SFE for  | Residential                               | \$330.48  | Base + 25% |
| Policy related to other uses  | Commercial                                | \$330.48  | Base + 25% |
| Replaces Sec. 13-29(b)(2)   | Residential out of Town                   | \$498.15  | Base + 50% |
|   | Commercial out of Town                    | \$578.34  | Base + 75% |
|   | Seniors-Grandfathered (65 years or older) | \$247.86  | Base -25%  |
|   |   |   |            |
| <b>Metered Water Rate</b>   | Sec. 13-4                                 |   |            |
| (a) Residential, basic monthly charge                               | per SFE                                   | \$116.77  |            |
| plus a monthly above 0 gals. Use charge per 1,000 gallons           |   | \$8.82  |            |
| (b) Commercial, basic monthly charge                                | per SFE                                   | \$116.77  |            |
| plus a monthly above 0 gals. Use charge per 1,000 gallons           |   | \$8.82  |            |

|   |                             |  |           |
|---|-----------------------------|--|-----------|
| (c) 25% discount for Residential Owner-Occupant over 65 years of age                |                             | \$87.58                                  |           |
| Out of Town Water Rate are 50% higher for Residential and 75% higher for Commercial | Sec. 13-29(b)(2)            | R=\$175.16<br>C=\$204.35                 |           |
| Irrigation / Sprinkler Usage Rates (No Structure)                                   | Irrigation                  | Sprinkler Usage Rates                    | Sprinkler |
| SFE factor based on meter size/kgal   |                             | (SFE based on associated structure)/kgal |           |
| Tier 1 (0-8)  | \$12.49                     | Tier 1 (0-20)                            | \$13.24   |
| Tier 2 (8-16)   | \$18.74                     | Tier 2 (21-30)                           | \$19.86   |
| Tier 3 (16-24)  | \$28.10                     | Tier 3 (31-40)                           | \$29.79   |
| Tier 4 (24-32)  | \$42.19                     | Tier 4 (more than 40)                    | \$44.72   |
| Tier 5 (more than 32)   | \$63.28                     |  | \$67.08   |
|   |                             |  |           |
| <b>Trash Collection</b>   | Plus \$10/can more than one | 34.98                                    |           |

**Town of Minturn -Event / Facility  
Rental Fees**

**Fees, Rates, and Charges Imposed Pursuant to the Minturn Town Code**

| ITEM  | DESCRIPTION   | FEE 2024   |
|---|---|--|
| <b>Town Hall / Council Chambers</b>                                 |   |  |
| Set-Up Fee  | Used only in Special circumstances, for Town related business or for Town partners, and must set up on own. | \$50.00  |
| Full Room with Kitchen  |   | \$300.00   |
| Full Room Without Kitchen   |   | \$200.00   |
| Flip Chart and Easel  |   | \$25.00  |
| Use of Monitor for Presentations                                    |   | \$100.00   |
| Sound System/Microphones  |   | \$100.00   |
| Cleaning Deposit  | Based on actual cost  | \$250.00   |
| Nonprofit   |   | \$50 set up fee  |
| <b>Little Beach Park</b>  |   |  |
| Little Beach Park<br>Minturn Resident<br>Non Profit<br>Non Resident |   | \$150/half day \$250/full day<br>\$50/half day \$100/full day<br>\$300/half day \$500/full day |
| <b>Special Event Permit (for Public Event)</b>                      |   | \$250/Town Property<br>\$100/Private Property  |
| <b>Minturn Bike Park</b>  |   |  |
| Programs-fee based  | less than 4hrs/14ppl  | \$100.00   |
| Programs-fee based  | more than 4hrs/14ppl  | \$200.00   |
| Exclusive Use for camp or clinic                                    | less than 4hrs/14ppl  | \$250.00   |
| Exclusive Use for camp or clinic                                    | more than 4hrs/14ppl  | \$500.00   |

## Town of Minturn -Planning Fees

### Fees, Rates, and Charges Imposed Pursuant to the Minturn Town Code

| ITEM  | 2024 FEE  | DETAIL  |
|---|---|---|
| <b><u>PUD Applications</u></b>  |   |   |
| ITEM  |   |   |
| PUD Concept Plan  | \$850 + \$40/Unit + \$5,000 Deposit                   |   |
| PUD Preliminary Development Plan  | \$2500 + \$40/Unit + \$5,000 Deposit                  |   |
| PUD Final Development Plan  | \$1500 + \$40/Unit + \$5,000 Deposit                  |   |
| Minor PUD Concept/Preliminary Development Plan                            | \$1000 + \$40/Unit + \$5,000 Deposit                  |   |
| Changes to Approved PUD Plans-  |   |   |
| (Minor) Approved by Planning Director                                     | \$350 + \$1,000 Deposit                               |   |
| (Minor) Approved by Planning Commission                                   | \$500 + \$25/Additional Units + \$1,000 Deposit       |   |
| (Major) Approved by Town Council  | \$1000 + \$25/Additional Units + \$5,000 Deposit      |   |
| <b><u>Subdivision Application</u></b>                                     |   |   |
| Administrative Replat   | \$500 + Cost  |   |
| Correction Plat   | \$350 + Cost  |   |
| Preliminary Subdivision Plat  | \$1500 + 25/Lot + \$5,000 Deposit                     |   |
| Final Subdivision Plat  | \$1000 + 25/Lot + \$3,000 Deposit                     |   |
| Minor Subdivision   |   |   |
| Amended Final Plat  | \$650 + Cost  |   |
| Minor Type A Subdivision  | \$850 + Cost  |   |
| Minor Type B Subdivision  | \$850 + Cost  |   |
| <b><u>Miscellaneous</u></b>   |   |   |
| Annexation  | \$5,000 + \$10,000 Deposit                            |   |
| Disconnect/De-Annexation  | \$3,000 plus associated costs                         |   |
| Amendments To Text of Land Use Regulations                                | \$1,750 + Cost  |   |
| Amendments To Official Zone District Map                                  | \$1,000 + Cost  |   |
| Conditional Use Permit Application  | \$800 + Cost  |   |
| Limited Use Review  | \$150 + Cost  |   |
| Temporary Use Permit  | \$425 + Cost  |   |
| Temporary Use Permit Security Deposit                                     | TBD on Per Case Basis                                 |   |
| Variance  | \$575 + Cost  |   |
| Vacation of Public Easements and ROW                                      | \$750 + Cost  |   |
| Sign Permit   | \$60 + 1.50/Sq. Ft.                                   |   |
| Design Review Board   |   |   |
| Major Design Review Application   | \$200   |   |
| Minor Design Review Application   | \$75  |   |
| Special Planning Commission meeting                                       | \$500 + Cost  |   |
| Appeal - Planning Commission or Town Council                              | \$300 + Cost  |   |
| Professional Review - Single structure project < 1 acre                   |   |   |
| Multiple structure projects or projects 1 to 3 acre                       |   |   |
| Buidling Permits new construction - based on valuation:**                 |   |   |
| \$1.00 to \$500.00  |   |   |
| \$501.00 to \$2,000.00  |   | \$3.87 for each additional \$100 valuation over \$500.00                                  |
| \$2,001.00 to \$25,000  |   | \$17.78 for each additional \$1,000 valuation over \$2,000                                |
| \$25,001.00 to \$50,000   |   | \$12.83 for each additional \$1,000 valuation over \$25,000                               |
| \$50,001.00 to \$100,000.00   |   | \$8.89 for each additional \$1,000 valuation over \$50,000                                |
| \$100,001.00 to \$500,000.00  |   | \$7.11 for each additional \$1,000 valuation over \$100,000                               |
| \$500,001.00 to \$1,000,000.00  |   | \$6.03 for each additional \$1,000 valuation over \$500,000                               |
| \$1,000,001.00 and up   |   | \$4.64 for each additional \$1,000 valuation over \$1,000,000                             |
| Construction without a permit   |   | Purchase of Building Permit plus Fine of 75-100% value of permit to be determined by Town |
| Single item permits ex: re-roofing, basement finish, mechanical, plumbing |   | \$75 for each additional inspection - to be determined by building official               |
| Plan Review   |   | 65% of permit fee   |
| Cleanup Deposit   |   |   |
| Street Use Fee  |   | 1/2% of the project valuation that is valued at \$500 or greater                          |
| Street Cut Fee  |   |   |
| Basic permit fee  | Performance Bond may Required                         | \$75.00   |
| Basic utility fee   |   | \$50.00   |
|   | per Sec. 11-26  |   |
|   | replacement of paving w/oil&chip surface/ per sq. ft. | Per Bid   |
|   | dirt cuts   | Per Bid   |
|   | Backfilling   | time, material, staff time  |
|   | Saw cuts per lineal foot w/min fee                    | time, material, staff time  |
|   | 25.00   |   |
|   | Any re-work   | time, material, staff time  |

### Application Review Deposit:

Deposits are required to cover staff and consultant time attributable to a particular land use application reveiw, meeting attendance, and phone consultations over and above the minimum application fee required for the application. Applicant will bear the burden of all staff & consultant costs above and beyone the first staff member. For multi-step applications (e.g. PUD Concept, PUD Preliminary Plan, PUD Final Plan) any unused deposit amounts from one application may be applied toward the next application.



Minimum deposit balances for each land use application type must be maintained or replenished upon notice by the Town.

**Costs:**  
Costs attributable to the review by consultant, and additional staff time, are billed at actual hourly rates. Cost assessed after first hour.

**Tempoary Use Permit Security Deposit:**  
Security deposit amounts for the cleanup or restoration following the termination of an approved temporary use are determined by the Planning Director on a case by case basis dependent on the intensity, scope, timing, and location of the use; and, upon the intensity, scope, timing, and location of the anticipated mitigation needed to return the unit, site, or area to its pre-permit condition.

\*\* Valuation is based upon the national average per/square foot construction cost published semi-annually by the International Code Council, with a 1.4 multiplier applied as a regional cost differential.

**Other:**  
\*For all applications requiring legal descriptions to be published in the newspaper, additional fees will be charged on a per cost basis, for publications that are in excess of \$50

\*Review fees charged by a state or federal agency shall be made payable to the reviewing agency based on current rates and paid at the time of application.

\*No application shall be considered or reviewed until the application fees are paid in full and the application is deemed complete. Where mulitple applications are required, multiple fees shall be assessed. Fees are not required for Town-initiated applications.

\*Application fees shall be paid by cash or by a check made payable to the Town of Minturn, and shall be submitted with the application to the Town of Minturn Planning Department.

\*Additional Town Staff services may be billed at an hourly rate as deemed necessary.

## ***Minturn Municipal Court Fees***

### **Fees, Rates, and Charges Imposed Pursuant to the Minturn Town Code**

#### **PUBLIC SAFETY / COURT FEES**

| <b>ITEM</b>                       | <b>DESCRIPTION</b>   | <b>FEE 2024</b>                    |
|-----------------------------------|--|------------------------------------|
| Incarceration Fee                 | Assessed at current daily fee charged by the Eagle County Sheriff's Office   |                                    |
| Records Requests-Criminal Justice | There is no charge for the first copy of the report if you are the defendant, the victim, another court, or a law enforcement agency | .25pg + \$5.00 Admin Fee           |
| Clearance Letter                  |  | \$10.00                            |
| Court Transcripts                 |  | \$250.00 Deposit/Actual Cost       |
| Court Fines                       | Minturn Municipal Court has adopted the Colorado Model Traffic Code  | per Judge / per Model Traffic Code |
| Court Fines-Payment Plan Fee      | Per court direction  | \$25.00                            |
| Court Cost Fee                    |  | \$25 + 25% Administrative Fee      |
| Community Service Fee             |  | \$25.00                            |