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To: Mayor Kudron and the Grand Lake Board of Trustees  
From: John Crone, Town Manager  
Re: Resolution 3-2024 Setting a Fee Schedule  
Date: January 8, 2024

### Background

Pursuant to Grand Lake Municipal Code 2-3-2. The Board of Trustees has the authority to set fees, charges, and deposits for various services (including rentals) provided by the Town. The last time that the Town adopted a fee schedule was in 2023.

Since adoption of the last fee schedule, there have been numerous changes in the types of services provided and there is a better understanding of the costs incurred by the Town in providing certain services. The attached proposed fee schedule has eliminated services no longer provided by the Town and added certain services that we now provide. Several fees and deposits have been updated to reflect the actual cost incurred by the Town for providing those services.

Under State law, all fees must defray the reasonable direct and indirect costs of administering the service or to offset the impacts of the service.

### Planning Deposit Increases

Staff is proposing several increases to the required deposits for planning and building issues. These increases reflect the increased costs of sending required notices and hiring outside professionals to review applications.

Some of the fee increases reflect the actual cost in staff time of processing the applications.

### Rental of Town Facilities

Staff is recommending that we include a damage deposit for the use of all properties whether they are rented or used subject to a special events permit.

### Motion

Staff recommends the adoption of the updated fee schedule by approving the following motion: I move to adopt Resolution 01-2024, an Ordinance Adopting a Fee and Deposit Schedule for the Town of Grand Lake (*with the following changes*).

**TOWN OF GRAND LAKE  
BOARD OF TRUSTEES  
RESOLUTION NO. 01-2024**

**A RESOLUTION SETTING CERTAIN FEES AND DEPOSITS**

**WHEREAS**, the Board of Trustees of the Town of Grand Lake ("the Board"), Colorado, pursuant to Colorado statute and the Grand Lake Town Code, including but not limited to Section 2-3-2, is vested with the authority of administering the affairs of the City of the Town of Grand Lake, Colorado (the "Town"); and,

**WHEREAS**, the authority of the Board includes, but is not limited to adopting ordinances and resolutions, including those that establish, set, or amend the fees, charges, and deposits assessed in connection with land use applications, water service, water service availability, plant investment and improvement, use of facilities, staff time, and other related services and matters provided by or at the direction of the Town; and,

**WHEREAS**, the Board has previously and periodically adopted and revised schedules, setting forth such fees and other charges; and,

**WHEREAS**, the Board reviewed the current fee and deposit schedule adopted by Ordinance 3-2023; and,

**WHEREAS**, the Board deems revisions are necessary to the current fee and deposit schedule in order to reasonably provide the particular service, permit or license.

**NOW THEREFORE BE IT RESOLVED BY THE BOARD OF TRUSTEES  
OF THE TOWN OF GRAND LAKE AS FOLLOWS:**

**THAT**, the Board considers the Fee and Deposit Schedule attached hereto fair and equitable, and are reasonably related to the cost of providing the particular service, permit, or license; and,

**THAT**, the Town Fee and Deposit Schedule (the "Fee and Deposit Schedule") attached hereto is hereby approved with the following conditions:

1. The Fee and Deposit Schedule shall take effect on January 9, 2024 (the "Effective Date").
2. The Fee and Deposit Schedule shall apply to any application filed after the Effective Date.
3. No additional fees will be charged in connection with applications that are pending prior to the Effective Date; and,

**THAT**, the Fee and Deposit Schedule attached hereto repeals and replaces any previously adopted fee and deposit schedule(s) approved by the Board; and,

**THAT**, the fees and charges set forth in the Fee and Deposit Schedule may be revised from time to time by ordinance or by resolution, duly enacted by the Board.

1. Validity. If any part of this resolution is held to be unconstitutional or invalid for any reason such decision shall not affect the validity or constitutionality of the remain portions of this resolution. The Board of Trustees hereby declares that it would have approved this resolution and each part or parts thereof irrespective of the fact that any one part or parts be declared unconstitutional or invalid.

**INTRODUCED, PASSED AND ADOPTED A REGULAR MEETING OF THE BOARD OF TRUSTEES OF THE TOWN OF GRAND LAKE AND SIGNED THIS 8<sup>th</sup> DAY OF JANUARY 2024.**

Votes Approving: \_\_\_\_\_  
Votes Opposed: \_\_\_\_\_  
Absent: \_\_\_\_\_  
Abstained: \_\_\_\_\_

**ATTEST:**

**BOARD OF TRUSTEES OF THE  
TOWN OF GRAND LAKE, COLORADO**

\_\_\_\_\_  
Alayna Carrell  
Town Clerk

By: \_\_\_\_\_  
Stephan Kudron  
Mayor

## TOWN OF GRAND LAKE FEE AND DEPOSIT SCHEDULE

TYPE OF FEE/DEPOSIT	AMOUNT	TYPE
<b>Administrative and Public Works</b>		
Staff Time (unless otherwise indicated)	\$60.00 per hour	Fee
Records Request	\$40.00 per hr after the 1 <sup>st</sup> hr & material	Fee
Copying/Printing – Letter Size	25¢ per page	Fee
Copying/Printing – Ledger Size	\$1.00 per page	Fee
Copying/Printing – 24” x 36”	\$25.00 per page B&W \$45.00 per page Color	
Copy of Zoning Code	\$ 20.00 per copy	Fee
Copy of Subdivision Code	\$10.00 per copy	Fee
Send Fax – 1-2 Pages (No International)	\$2.00 per request	Fee
Send Fax – 3-5 Pages (No International)	\$4.00 per request	Fee
Send Fax – 6-10 Pages (No International)	\$6.00 per request	Fee
Send Fax – 11-20 Pages (No International)	\$10.00 per request	Fee
Motorized Equipment	\$150.00 per hour	Fee
Road Material (Road base/asphalt, etc.)	Cost per ton plus Equip & Staff per request	Fee
Other Materials (Acetylene, etc.)	Cost plus Equip & Staff per request	Fee
Fuel Surcharge	10% of sale	Fee
<b>Pay – As – You – Throw (PAYT) Program</b>		
Small Bag- 25 gal. (Blue)	\$5.00 per bag	Fee
Big Bag- 40 gal. (Green)	\$8.00 per bag	Fee
<b>Business Licenses</b>		
Fixed Business License (Half if purchased between 1/1 - 6/30)	\$165.00 per license	Fee
Fixed Business with Liquor License	\$187.00 per license	Fee
Non-Fixed Business License (Half if purchased between 1/1 – 6/30)	\$82.50 per license	Fee
Transient Merchant License	\$15.00 per license	Fee
Animal Drawn Vehicle License	\$50.00 per license	Fee
Sign Permit Application	\$ 25.00 per permit	Fee
Appeal to a denied Sign Permit Application	\$50.00 per appeal	Fee
<b>Building Permit &amp; Grading Permit Applications</b>		
Building Permit		
Demolition	\$25.00 per permit	Fee
All other permits	See Grand County Building Dept	Fee
Appeal to a Denied Building Permit Application	\$ 300.00 per appeal	Fee
Grading Permit – General	\$ 50.00 per permit	Fee
Grading Permit – Engineered	\$ 100.00 per permit	Fee
Appeal to a Denied Grading Permit Application	\$75.00 per appeal	Fee

\*All fees are non-refundable unless otherwise noted

## TOWN OF GRAND LAKE FEE AND DEPOSIT SCHEDULE

TYPE OF FEE/DEPOSIT	AMOUNT	TYPE
<b>Land Use Applications</b>		
Land Use Applications		
Major Subdivision Request	\$ <del>1,750.00</del> <u>1800.00</u> per request	Deposit
Minor Subdivision Request	\$ 800.00 per request	Deposit
Plat or Plan Amendment Request	\$ <del>600.00</del> <u>625.00</u> per request	Deposit
Redevelopment Request	\$ <del>300.00</del> <u>325.00</u> per request	Deposit
Land Use Development Variances	\$ <del>600.00</del> <u>700.00</u> per request	Deposit
Annexation Request	\$ <del>1,750.00</del> <u>1800.00</u> per request	Deposit
Rezoning Request	\$ <del>600.00</del> <u>700.00</u> per request	Fee
Building Permit Change	\$ 100.00 per request	Fee
Special Use Permit Application	\$ <del>250.00</del> <u>275.00</u> per request	Deposit
Conditional Use Permit Application (Except: Nightly Rental)	\$ 300.00 per request	Deposit
Nightly Rental License	\$ 600.00 per license (1-4 occupancy) \$ 750.00 per license (5-8 occupancy) \$ 900.00 per license (8+ occupancy)	Fee
Nightly Rental Application Fee	\$ Per application \$165	Fee
Variance Request Application – Zoning	\$ <del>350.00</del> <u>75375.00</u> per request	Deposit
Variance Request Application – Zoning (Limited to: Setbacks, Min. Area, Max. Bldg Ht, & Min. Lot Frontage)	\$ <del>350.00</del> <u>375.00</u> per request	Fee
Variance Request Application – Design Standards	\$ <del>100.00</del> <u>150.00</u> per request	Deposit
Variance Request Application – Stream and Lake Setbacks	\$ <del>325.00</del> <u>375.00</u> per request	Deposit
Appeal to a Denied Application	\$ 100.00 per request	Fee
Off-Street Parking Fee in Lieu	\$ 20,000.00 per space	Fee
Lot Line Consolidation	\$ <del>250.00</del> <u>275.00</u> each	Deposit
Change to Non-Conforming Uses/Structure Requests	\$ 100.00 per request	Fee
<b>Municipal Property Applications</b>		
Right-of-Way Permit Application	\$ 100.00 per permit	Fee
Public Property Encroachment License Application	\$ <del>350.00</del> <u>375.00</u> per application	Deposit
Major Encroachment License	\$100.00 per license	Fee
Minor Encroachment Agreement	\$ 50.00 per agreement	Fee
Special Event Permit Application – new events only	\$250.00	Deposit
Special Event Permit (Damage Deposit)	\$ 250.00 per permit (+ credit card on file)	Deposit
Special Event Liquor License	\$ Case by Case	Fee
Variance Request Application - Street Standards	\$ <del>300.00</del> <u>350.00</u> per application	Deposit
Right-of-Way Vacation Application	\$ <del>300.00</del> <u>350.00</u> per application	Deposit
Boardwalk Fee in Lieu	\$150.00 per linear foot	Fee
Boardwalk Merchandise Permit (Annual)	\$ 25.00 per permit	Fee

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## TOWN OF GRAND LAKE FEE AND DEPOSIT SCHEDULE

(Excludes News Racks – N/C)		
Greenway Application New app required for any additions	\$ 20.00 per application	Fee
Appeal to a Denied Greenway Application	\$ 50.00 per request	Fee

TYPE OF FEE/DEPOSIT	AMOUNT	TYPE
<b>Water Service Availability and Usage</b>		
In-Town Plant Investment (TAP) – 3/4” Service Line	\$6,500.00 per line	Fee
Out-of-Town Plant Investment (TAP) – 3/4” Service Line	\$13,000.00 per line	Fee
In-Town Plant Investment (TAP) – 1” Service Line	\$13,000.00 per line	Fee
Out-of-Town Plant Investment (TAP) – 1” Service Line	\$26,000.00 per line	Fee
In-Town Plant Investment (TAP) – 1 1/2” Service Line	\$26,000.00 per line	Fee
Out-of-Town Plant Investment (TAP) – 1 1/2” Service Line	\$52,000.00 per line	Fee
In-Town Plant Investment (TAP) – 2” Service Line	\$52,000.00 per line	Fee
Out-of-Town Plant Investment (TAP) – 2” Service Line	\$104,000.00 per line	Fee
In-Town Plant Investment (TAP) – 3” Service Line	\$104,000.00 per line	Fee
Out-of-Town Plant Investment (Tap) – 3” Service Line	\$208,000.00 per line	Fee
In-Town Plant Investment (TAP) – 4” Service Line	\$208,000.00 per line	Fee
Out-of-Town Plant Investment (Tap) – 4” Service Line	\$416,000.00 per line	Fee
In-Town Water Service Availability Rate “Based on Board of Trustees review and approval, increases 6% annually”.	\$147 per quarter for up to 27,000 gallons of water used and \$2.00 per 1,000 gallons of water used over 27,000 gallons.	Fee
Out-of-Town Water Service Availability Rate “Based on Board of Trustees review and approval, increases 6% annually”.	\$294 per quarter for up to 27,000 gallons of water used and \$4.00 per 1,000 gallons of water used over 27,000 gallons.	Fee
Water (Stop/Restart) Service Charge	\$25.00 per charge	Fee
Late Payment Charges (Over 30 Days Late)	\$25.00 per billing cycle	Fee
Disconnect for Non-Payment (Due before reconnect)	\$100.00 per disconnect	Deposit
Reconnect by Town Personnel	\$100.00 per hour (with a 2-hour minimum)	Fee
Reconnect by Private Contractor Hired by Town	Actual cost plus \$200.00 per reconnect	Fee
Water Supply Protection Permit	\$300.00 per permit	Fee
Bulk Water		
One time Permit (Up to 300 gallons)	\$25.00 per permit	Fee
Monthly Permit (Up to 9000 gallons)	\$50.00 per permit	Fee
Monthly Permit (Per 1000 gallons over 9000)	\$4.00 per permit	Fee
Monthly Permit – Additional Truck	\$10.00 each per permit	Fee
Water Well Permit Fee	\$250.00 per permit	Fee
Water Certification Fee	\$10.00 or 10%	Fee

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## TOWN OF GRAND LAKE FEE AND DEPOSIT SCHEDULE

TYPE OF FEE/DEPOSIT	AMOUNT	TYPE
<b>Use of Town Facilities</b>		
<u>Damage and Cleaning Deposit for All Properties except CH</u>	<u>\$250.00 (+ credit card on file)</u>	
Community House		
Key Deposit	\$50.00	Deposit
Damage and Cleaning Deposit	\$500.00 (+ credit card on file)	Deposit
Government/Non-Profits/Special Dist.	\$300.00	Fee
Private Function or Pecuniary Event	\$600.00	Fee
Private Use of AV Equipment	\$200.00	Fee
Additional Use of Kitchen	\$100.00	Fee
Heckert Pavilion		
Government/Non-Profits/Special Dist.	\$20.00 per hour	Fee
Private Function or Pecuniary Event	\$30.00 per hour	Fee
Electricity Use	\$25.00 per use	Fee
Lakefront Park (Upper and Lower) Picnic Shelter		
Electricity Use	\$25.00 per use	Fee
Government/Non-Profits/Special Dist.	\$20.00 per hour	Fee
Private Function or Pecuniary Event	\$30.00 per hour	Fee
Gazebo in Town Park	\$10 Non-Profit \$20 Private	Fee
Electricity Use	\$25.00 per use	Fee
EV Charging Station – Level 2	\$1.00/Hour	Fee
EV Charging Station – DC Fast	\$0.42/ kwh	Fee
EV Charging Station – DC Fast overtime	\$60.00 / hr	Fee
<b>Cemetery Fees</b>		
Traditional Perpetual Care Fee	\$750.00	Fee
Cremation Perpetual Care Fee	\$500.00	Fee
Reservation Fee Refundable.	\$50.00	Fee
Headstone Deposit	\$200.00	Deposit
<b>Judicial Proceedings</b>		
Appeal to Administrative Enforcement Citation	\$150.00 (if citation is upheld)	Fee
Municipal Court	As determined by Municipal Judge	Fee

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