

TOWN OF PALMER LAKE FEE SCHEDULE

	2021 FEE	2022 Proposed FEE	Code Ref:	REMARKS/CHANGE:
ADMINISTRATION - LICENSES & PERMITS				
BUSINESS LICENSE			Ch 5.02	
New Application	\$50	\$75		<i>Increased new only (criminal check)</i>
Annual Renewal	\$50	\$50		
SIGN PERMIT	\$100	\$100		
SHORT TERM RENTAL			Ch 5.10	
Class 1 owner occupied				
New Application		\$250		<i>New applications - includes annual "business"</i>
Annual Renewal		\$150		
Class 2 non-owner occupied				
New Application		\$500		
Annual Renewal		\$300		
LODGING FEE (less than 30 consecutive days)		\$2 / night		<i>Modified per legal (section 3.04.050 amended to fee)</i>
OUTDOOR AMPLIFIED SOUND EVENT PERMIT	\$0	\$0		
LIQUOR SPECIAL EVENT PERMIT (non-profit ONLY)	\$100 / day	\$100 / day		
LIQUOR LICENSE - Local Fee			Ch 5.50	
<i>*See Colorado Department of Revenue (Fee to State - New & Annual Renewal)</i>				
https://sbg.colorado.gov/liquor				
<i>*Meet with Town Clerk for NEW application packet including all respective fees</i>				
New License Application	\$1,000	\$1,000		
Transfer of Ownership		\$750		<i>Added fees for "modifications" (based on LED fees)</i>
Change of Location		\$750		
Renewal Application	\$100	\$100		
Corporation/LLC Change - Legal Entity		\$100		
Manager Registration		\$75		
Take Out / Delivery Permit		\$15		<i>New permit application per LED - track "delivery"</i>
Local License Fee - Restaurant/Lodging/Tavern (depends on license type)	\$75	\$75		<i>*For Hotel/Rest, Lodging/Ent, Tavern - existing lic(s)</i>
MARIJUANA LICENSE - Local Fee			Ch 5.30	
<i>*See Colorado Department of Revenue (Fee to State - New & Annual Renewal)</i>				
https://sbg.colorado.gov/marijuana-enforcement				
<i>*Meet with Town Clerk for NEW application packet</i>				
New Application Fee	\$1000 / ea	\$2,500		<i>Increase fees, added fees for "change" of license</i>
New/Annual Renewal License Fee	\$1,000	\$1,500		
Change - Modification of Premises	\$500	\$500		
Change - Legal Structure (Member)	\$500	\$500		
Transfer of Ownership		\$2,500		

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	2022		Code Ref:	REMARKS/CHANGE:
	2021 FEE	Proposed FEE		
DUPLICATE LICENSE FEE	\$10	\$10		
LATE RENEWAL FEE > 30 DAYS	\$15	\$15		
SOLICITOR/PEDDLER PERMIT	\$25 / day	\$25 / day	5.12/16	
SPECIAL EVENT PERMIT	\$100 / event	\$100 / event		
<i>*Fee plus applicable reservation/rental fees</i>				
TOWN PROPERTY - RESERVATION & RENTAL FEES				
VILLAGE GREEN / GAZEBO				
Resident - minimum 4 hour	All: 100 /day	\$50 / 4-hr		<i>Modified to reflect non-resident, 4-hr vs full day and better define request for use (detailed)</i>
Resident - full day		\$100 / day		
Non-resident - minimum 4 hour		\$75 / 4-hr		
Non-resident - full day		\$150 / day		
CENTENNIAL PARK / GAZEBO				
Resident	100 /day	\$75 / day		
Non-resident		\$100 / day		
PALMER LAKE PAVILION				
Resident - minimum 4 hour		\$50 / 4-hr		
Resident - full day		\$100 / day		
Non-resident - minimum 4 hour		\$75 / 4-hr		
Non-resident - full day		\$150 / day		
GLEN PARK / PICNIC AREA				
Resident	100 /day	\$50 / day		
Non-resident		\$75 / day		
NON-REFUNDABLE (PORTION) RESERVATION FEE				
PLUS DAMAGE DEPOSIT FOR PROPERTY (Refundable)	\$50	\$75		<i>Added non-refundable "holding" fee if cancelled</i>
ROCKIN RAILS DISC GOLF COURSE				
Special Event	\$150 / day	\$150 / day		
League Play (criteria)	\$250 / year	\$250 / year		
REFUNDABLE DAMAGE DEPOSIT	\$250 / event	\$250 / event		
HISTORIC TOWN HALL				
Rental Event by Hour	\$50 / hour	\$50 / hour		
Non-Profit Event	\$25 / event	\$25 / event		
RENTAL: Round Tables (10) & Chairs (100)				
Set: 1 table & 10 chairs	\$250 / event	\$250 / event		
Town Hall Maint/Utility Fee	\$25 / set	\$25 / set		
Kitchen - Pilot Lighting	\$45	\$65 / event		<i>Added maint/utility fee for use of kitchen (reduced)</i>
		\$25 / event		

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GLEN TRAILHEAD PARKING (+ applicable payment process fee) <i>*Holiday/special event parking may be modified</i>	\$5 / day	\$5 / day		
PUBLIC WORKS & WATER FEES				
NEW WATER TAP/LINE SET	\$20,600.00	\$21,218.00	Ch 13.01	3% increase per Resolution reflected
Meter (with accessories and inspection)	\$650.00	\$650.00		
Coordinate with Water Department for inspection				
Meter Size (minimum bill/mo)				
3/4" (or smaller)	65.32 / mo	66.75 / mo		
1"	85.64 / mo	87.68 / mo		
1.5"	119.82 / mo	122.88 / mo		
2" (and larger)	160.85 / mo	165.14 / mo		
Water Usage Rate (meters read in 100 gl increments)				
1-4999 gl	0.762 / 100 gl	0.785 / 100 gl		
5000-9999 gl	0.915 / 100 gl	0.942 / 100 gl		
10,000-99,999 gl	1.098 / 100 gl	1.131 / 100 gl		
<i>Water Tap, Meter Size, Usage Rate Subject to Annual 3% Increase per 2019 Resolution</i>				
LATE PAYMENT FEE	\$15 / mo	\$15 / mo		
PAST DUE INTEREST RATE (water charge only)	18% / yr	18% / yr		
SHUT OFF / TURN ON DUE TO NON PAYMENT	\$20 /incident	\$20 /incident		
SHUT OFF / TURN ON SERVICE CALL DURING BUSINESS HOURS	\$0	\$0		
NON-EMERGENCY SERVICE CALL	\$45 /incident	\$45 /incident		
EMERGENCY SERVICE CALL	\$0	\$0		
RESIDENTIAL WELL PERMIT (subject to \$15,000 drilling allowance)	\$20,600.00	\$21,218.00		
STREET CUT PERMIT (ROW)	\$200	\$200		Removed additional per foot formula (flat fee)
DEMOLITION PERMIT	\$100	\$100		
LAND USE APPLICATIONS				
<i>*Fee PLUS applicable land use calculated fees/application</i>			Ch 16	No change
NEW CONSTRUCTION (Building Permit)	\$200+	\$200+		
OTHER (Remodel, Re-roof, Deck, etc)	\$50+	\$50+		
PRELIMINARY PLAT	\$500+	\$500+		
FINAL PLAT	\$500+	\$500+		
MASTER PLAN	\$1,000+	\$1,000+		
MINOR SUBDIVISION (less than 5 parcel)	\$750+	\$750+		

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REPLAT APPLICATION	\$500+	\$500+		
ROW VACATION	\$500+	\$500+		
PLANNED UNIT DEVELOPMENT (PUD) REQUEST	\$1,000+	\$1,000+		
ANNEXATION REQUEST	\$1,000+	\$1,000+		
CONDITIONAL USE	\$250	\$250		
VARIANCE REQUEST	\$400	\$400		
REZONING REQUEST	\$500	\$500		
ADMINISTRATION - OTHER FEES				
NOTARY SERVICE	\$0	\$0		No change
LATE FEE / MONTH (after 30 days as applicable)	\$15	\$15		
NSF FEE (Includes bank service fee, if applicable)	\$29	\$29		
PUBLIC RECORD / CORA				
Letter size (b/w photocopy - pg 1-5 no cost	\$0.25 / Pg > 6	\$0.25 / Pg > 6		
Legal or larger b/w photocopy	\$0.50 / Pg	\$0.50 / Pg		
FAX Transmittal	\$2 / Pg	\$2 / Pg		
Document certification	\$5 / Cert	\$5 / Cert		
Portable media - CD/DVD/Flash Drive	Actual Cost	Actual Cost		
Research, Retrieval, Data Manipulation (1st hour no cost)	\$30 / hr	\$30 / hr		
US First Class Mail requested	USPS rate	USPS rate		
FIRE SERVICES				
PLAN REVIEW				
Subdivision/Development Plans	< 10 acres	\$500		Proper review to be reflected on revised applications Added based on adoption of 2015 IFC
	> 10 acres	\$750		
Single Family Residence (1 inspection)	*Per SF	\$0		
Tenant Finish/Remodel (Non-single Family)				
< 1500 SF		\$174		
1500 - 5000 SF		\$312		
5001 - 10,000 SF		\$1,521		
10,001 - 50,000 SF		\$1,782		
50,001 - 100,000 SF		\$2,673		
> 100,001 SF		\$6,855		
New Building/Addition (Non-single Family)				
< 3000 SF		\$480		
3001 - 5000 SF		\$754		

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5000 - 10,000 SF			\$1,521		
10,001 - 50,000 SF			\$1,782		
50,001 - 100,000 SF			\$2,673		
> 100,001 SF			\$6,855		
FIRE INSPECTION					
Fire Protection/Alarm Systems	< 20 device	\$125	\$125		
	> 20 device		Plus \$1.25 / device See CSFD fee schedule		Added based on adoption of 2015 IFC
Kitchen Hood/Duct System			\$125		
Re-inspection per incident (permitted project)			\$106		
Variance Request			\$500		
Work at Risk			\$137		
Nuisance (after 5th call)			\$325 / call		
Fire Watch (minimum 2 hours)			\$138 / hr		
Site Safety Inspection			\$50		
POLICE SERVICES					
INK FINGERPRINTS		\$20	\$20		
VIN VERIFICATION		\$10	\$10		
VIN VERIFICATION FOR ADDITIONAL VEHICLE(S)		\$5	\$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	\$10		
Case Reports (1-10 pages)		\$15	\$15		
Case Reports (page 11 and after)		\$0.25 / pg	\$0.25 / pg		
Research/Retrieval of Records (1st hour free)		\$30 / hour	\$30 / hour		
Digital Video/Audio/Photograph copies		\$25	\$25		
Research/Retrieval of Records (1st hour free)		\$30 / hour	\$30 / hour		
All 3rd Party Printing		Actual cost	Actual cost		
MUNICIPAL COURT					
COURT COST		\$30	\$30		
DOCKET FEE			\$10		Added docket fee (admin cost)

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	2021 FEE	2022 Proposed FEE	Code Ref:	<i>REMARKS/CHANGE:</i>
OJW FEE	\$30	\$30		
WARRANT FEE (determined by Municipal Judge)	\$300-800	\$300-800		
CITATION SCHEDULE				
IMPOUNDING ANIMALS			7.04.050	<i>NOTE: Request by Municipal Judge to tier / offense vs. general penalty</i>
Redeem Fee		\$40		
Additional Fee within 12 months		\$60		
DOGS			7.08.130	
1st offense		\$45		
2nd offense		\$75		
3rd offense		\$100		
VICIOUS DOG			7.08.070 - 080	
1st offense		\$75		
2nd offense		\$100		
3rd offense		\$150		
DOMESTICATED POULTRY & FOWL (PETS)			7.09.010 - 125	
1st offense		\$45		
2nd offense		\$75		
3rd offense		\$100		
FEEDING OR ATTRACTING GAME WILDLIFE			7.10.010	
1st offense		\$100		
2nd offense		\$500		
3rd offense		\$1,000		
JUNKYARD AND DUMPING GROUNDS			8.05.020	
1st offense followed by 8.04.040 Abatement		\$250		
NUISANCES BY CODE			8.05.030 - 140	
1st offense		\$45		
2nd offense		\$75		
3rd offense		\$100		
ABATEMENT			8.04.040	
Actual cost plus daily citation not resolved		\$100		
FALSE ALARM			9.04.030	
1st offense followed by charge under C.R.S. 18-8-111		\$500		
DOG AT RESERVOIR				
1st offense	\$800	\$800		
TRAFFIC VIOLATION				

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Per adopted current Model Traffic Code