

City of Sandpoint Fees

Description	Fee	Comments	Effective Date	Authority (Resolution, Ordinance or Statute)
<i>General City Administration</i>				
Candidate Filing Fee	\$ 40.00			I.C. 50-406
Foreign Funds Processing Fee	\$ 20.00		10/1/2023	Res 23-63
Returned Check Fee	\$ 20.00		10/1/2017	Res 17-53
Development Impact Fees				
Total Impact Fee Residential (per housing unit by square feet)				
Under 600	\$ 5,328.00	per housing unit	1/1/2026	Res 25-031
600 to 1,000 - Avg MF	\$ 7,125.00	per housing unit	1/1/2026	Res 25-031
1,000 to 1,400	\$ 9,521.00	per housing unit	1/1/2026	Res 25-031
1,400 to 1,800 - Avg SF	\$ 11,246.00	per housing unit	1/1/2026	Res 25-031
1,800 to 2,200	\$ 12,571.00	per housing unit	1/1/2026	Res 25-031
2,200 to 2,600	\$ 13,643.00	per housing unit	1/1/2026	Res 25-031
2,600 to 3,000	\$ 14,136.00	per housing unit	1/1/2026	Res 25-031
3,000 or more	\$ 15,887.00	per housing unit	1/1/2026	Res 25-031
Total Impact Fee Non-Residential (per 1,000 sf)				
Retail	\$ 6,446.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Office	\$ 4,926.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Institutional	\$ 4,860.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Light Industrial	\$ 2,227.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Manufacturing	\$ 2,209.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Warehousing	\$ 759.000	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Mini-Warehouse	\$ 643.000	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Lodging (per room)	\$ 7,703.00	per room	1/1/2026	Res 25-031
Parks & Recreation Residential (per housing unit by square feet)				
Under 600	\$ 2,216.00	per housing unit	1/1/2026	Res 25-031
600 to 1,000 - Avg MF	\$ 3,080.00	per housing unit	1/1/2026	Res 25-031
1,000 to 1,400	\$ 4,232.00	per housing unit	1/1/2026	Res 25-031
1,400 to 1,800 - Avg SF	\$ 5,074.00	per housing unit	1/1/2026	Res 25-031
1,800 to 2,200	\$ 5,717.00	per housing unit	1/1/2026	Res 25-031
2,200 to 2,600	\$ 6,227.00	per housing unit	1/1/2026	Res 25-031
2,600 to 3,000	\$ 6,471.00	per housing unit	1/1/2026	Res 25-031
3,000 or more	\$ 7,313.00	per housing unit	1/1/2026	Res 25-031
Parks & Recreation Non-Residential (per 1,000 sf)				
Retail	\$ 219.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Office	\$ 336.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Institutional	\$ 295.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Light Industrial	\$ 162.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Manufacturing	\$ 195.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Warehousing	\$ 35.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Mini-Warehouse	\$ 30.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Lodging (per room)	\$ 4,210.00	per room	1/1/2026	Res 25-031
Police Residential (per housing unit by square feet)				
Under 600	\$ 109.00	per housing unit	1/1/2026	Res 25-031
600 to 1,000 - Avg MF	\$ 151.00	per housing unit	1/1/2026	Res 25-031
1,000 to 1,400	\$ 207.00	per housing unit	1/1/2026	Res 25-031
1,400 to 1,800 - Avg SF	\$ 249.00	per housing unit	1/1/2026	Res 25-031
1,800 to 2,200	\$ 280.00	per housing unit	1/1/2026	Res 25-031
2,200 to 2,600	\$ 305.00	per housing unit	1/1/2026	Res 25-031
2,600 to 3,000	\$ 317.00	per housing unit	1/1/2026	Res 25-031
3,000 or more	\$ 358.00	per housing unit	1/1/2026	Res 25-031
Police Non-Residential (per 1,000 sf)				
Retail	\$ 436.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Office	\$ 228.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Institutional	\$ 227.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Light Industrial	\$ 103.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031

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Manufacturing	\$ 100.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Warehousing	\$ 36.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Mini-Warehouse	\$ 31.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Lodging (per room)	\$ 206.00	per room	1/1/2026	Res 25-031
Fire Residential (per housing unit by square feet)				
Under 600	\$ 216.00	per housing unit	1/1/2026	Res 25-031
600 to 1,000 - Avg MF	\$ 300.00	per housing unit	1/1/2026	Res 25-031
1,000 to 1,400	\$ 412.00	per housing unit	1/1/2026	Res 25-031
1,400 to 1,800 - Avg SF	\$ 494.00	per housing unit	1/1/2026	Res 25-031
1,800 to 2,200	\$ 556.00	per housing unit	1/1/2026	Res 25-031
2,200 to 2,600	\$ 606.00	per housing unit	1/1/2026	Res 25-031
2,600 to 3,000	\$ 630.00	per housing unit	1/1/2026	Res 25-031
3,000 or more	\$ 712.00	per housing unit	1/1/2026	Res 25-031
Fire Non-Residential (per 1,000 sf)				
Retail	\$ 882.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Office	\$ 461.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Institutional	\$ 458.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Light Industrial	\$ 207.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Manufacturing	\$ 203.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Warehousing	\$ 73.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Mini-Warehouse	\$ 62.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Lodging (per room)	\$ 410.00	per room	1/1/2026	Res 25-031
Transportation Streets Residential (per housing unit by square feet)				
Under 600	\$ 2,181.00	per housing unit	1/1/2026	Res 25-031
600 to 1,000 - Avg MF	\$ 2,812.00	per housing unit	1/1/2026	Res 25-031
1,000 to 1,400	\$ 3,654.00	per housing unit	1/1/2026	Res 25-031
1,400 to 1,800 - Avg SF	\$ 4,248.00	per housing unit	1/1/2026	Res 25-031
1,800 to 2,200	\$ 4,709.00	per housing unit	1/1/2026	Res 25-031
2,200 to 2,600	\$ 5,090.00	per housing unit	1/1/2026	Res 25-031
2,600 to 3,000	\$ 5,257.00	per housing unit	1/1/2026	Res 25-031
3,000 or more	\$ 5,872.00	per housing unit	1/1/2026	Res 25-031
Transportation Streets Non-Residential (per 1,000 sf)				
Retail	\$ 3,841.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Office	\$ 3,053.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Institutional	\$ 3,036.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Light Industrial	\$ 1,373.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Manufacturing	\$ 1,339.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Warehousing	\$ 481.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Mini-Warehouse	\$ 407.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Lodging (per room)	\$ 2,251.00	per room	1/1/2026	Res 25-031
Transportation Pathways Residential (per housing unit by square feet)				
Under 600	\$ 606.00	per housing unit	1/1/2026	Res 25-031
600 to 1,000 - Avg MF	\$ 782.00	per housing unit	1/1/2026	Res 25-031
1,000 to 1,400	\$ 1,016.00	per housing unit	1/1/2026	Res 25-031
1,400 to 1,800 - Avg SF	\$ 1,181.00	per housing unit	1/1/2026	Res 25-031
1,800 to 2,200	\$ 1,309.00	per housing unit	1/1/2026	Res 25-031
2,200 to 2,600	\$ 1,415.00	per housing unit	1/1/2026	Res 25-031
2,600 to 3,000	\$ 1,461.00	per housing unit	1/1/2026	Res 25-031
3,000 or more	\$ 1,632.00	per housing unit	1/1/2026	Res 25-031
Transportation Pathways Non-Residential (per 1,000 sf)				
Retail	\$ 1,068.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Office	\$ 848.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Institutional	\$ 844.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Light Industrial	\$ 382.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Manufacturing	\$ 372.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031

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Warehousing	\$ 134.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Mini-Warehouse	\$ 113.00	per 1,000 square foot of floor area	1/1/2026	Res 25-031
Lodging (per room)	\$ 626.00	per room	1/1/2026	Res 25-031
Parking In Lieu of requirement	\$ 25,000.00	per space	10/1/2025	Res 25-031
Public Records Request		Hourly rate (charged only when the response totals more than 100 pages OR response time takes more than 2 hours OR redacting is necessary)		
		Per Idaho Code § 74-102(10)(e) "the per hour pay rate of the lowest paid administrative staff employee or public official of the public agency who is necessary and qualified to process the request."	5/18/2011	Res 11-21
	\$ 0.10	per page after the first 100 pages (charged only when more than 100 pgs.)	5/18/2011	Res 11-21
	\$ 1.00	per page after the first 100 pages (charged only when more than 100 pgs.)	5/18/2011	Res 11-21
Local Option Sales Tax		Occupancy/lodging tax		
		14% collected from hotels, motels, and other short term rentals	1/1/2023	Ord 1399
Licenses and Permits				
Alcohol licenses & permits				
Alcohol catering permit	\$ 20.00	Per Day - up to 5 days - Idaho Code § 23-934A	12/16/1999	Ord 1035
Late application processing fee - Alcohol catering permit	\$ 20.00	Applications submitted less than 13 days prior to event	10/1/2023	Res 23-63
Liquor by the drink license	\$ 562.50	Idaho Code § 23-916 - transfer \$56.25 (10%)	12/21/1987	Res 87-41
Beer off premises license	\$ 50.00	Idaho Code § 23-1016 - transfer \$5.00 (10%)	12/21/1987	Res 87-41
Beer on premises license	\$ 200.00	Idaho Code § 23-1016 - transfer \$20.00 (10%)	12/21/1987	Res 87-41
Wine license	\$ 200.00	Idaho Code § 23-1016 - transfer \$20.00 (10%)	12/21/1987	Res 87-41
Burn permit	\$ 12.50	valid for 10 days	10/1/2025	Res 25-031
Business License				
Business License	\$ 61.50	See Ord. 1277, per City Code 3-11-6	10/1/2025	Res 25-031
Business License Renewal	\$ 31.00	See Ord. 1277, per City Code 3-11-10	10/1/2025	Res 25-031
Temporary Business License	\$ 24.60	40% of general Business License fee	10/1/2025	Res 25-031
Business License change/update	\$ 30.75		10/1/2025	Res 25-031
Business License late fee	\$ 50.00	per City Code 3-11-6	10/1/2023	Res 23-063
Business Use Permit	\$ 31.00		10/1/2025	Res 25-031
Oversized Truck or Load Permit				
Traffic Control Plan Review - cost per permit	\$ 290.00	per City Code 6-1-12-5	10/1/2025	Res 25-031
Vehicle Enforcement Escort Fees - cost per hour per officer	\$ 66.33	per hour (2 hours minimum)	10/1/2025	Res 25-031
Special Event Permit				
Small Event - Fewer than 51 participants	\$ 40.00		10/1/2025	Res 25-031
Medium Event - 51 to 499 participants	\$ 117.00		10/1/2025	Res 25-031
Large Scale Event - 500 or more participants	\$ 351.00		10/1/2025	Res 25-031
OR Three (3) or more factors apply:				
* Includes a route that will close or alter traffic on a street arterial or connector (parade, race, bike ride)				
* Police officers or private security required to protect public safety				
* Alcohol will be served or sold				
* Structural or electrical permits required				
City electrical usage	\$ 29.50	per day (unless otherwise specified in permit/agreement)	10/1/2025	Res 25-031
Sign/Equipment Replacement Fees				
Cones	\$ 58.75	each	10/1/2025	Res 25-031
Candle Sticks and Base	\$ 58.75	each	10/1/2025	Res 25-031
A-frames	\$ 76.00	each	10/1/2025	Res 25-031
Barricades (sign and stand)	\$ 350.25	each	10/1/2025	Res 25-031
"No Parking" signs	\$ 5.00	each	10/1/2025	Res 25-031

City of Sandpoint Fees

Description	Fee	Comments	Effective Date	Authority (Resolution, Ordinance or Statute)
Event Changes (e.g., date, location or other substantive changes requiring additional review)			10/1/2025	Res 25-031
during application review process	calculated	25% of Application Fee, minimum \$30	10/1/2025	Res 25-031
after application fully approved or permit issued	calculated	50% of Application Fee, minimum \$60	10/1/2025	Res 25-031
Late application - received 14-20 days prior to Event	calculated	50% of Application Fee, minimum \$50	10/1/2025	Res 25-031
Late application - received 7-13 days prior to Event	calculated	100% of Application Fee, minimum \$100	10/1/2025	Res 25-031
Park Special Events/Commercial Events Permit	\$ 64.50	per hour	10/1/2025	Res 25-031
Park Special Events/Commercial Events Permit	\$ 385.00	per 8 hour event	10/1/2025	Res 25-031
City Parking Permits				
Annual City Resident pass	\$ 15.00	Provides 3-6 hours of free parking at downtown and City Beach lots	10/1/2025	Res 25-031
Annual Bonner County resident pass	\$ 30.00	Provides 2-4 hours of free parking at downtown and City Beach lots	10/1/2025	Res 25-031
Monthly downtown business employee pass	\$ 40.00	All-day parking in all lots and in 3 and 4-hour street parking zones	10/1/2025	Res 25-031
Monthly downtown resident pass	\$ 80.00	Unlimited parking in all lots, all-day parking in 3 and 4-hour street parking zones	10/1/2025	Res 25-031
Marina Slip Occupant pass	\$ 150.00	Unlimited parking at Dock Street and City Beach lots	10/1/2025	Res 25-031
Boat Launch fees				
Idaho state registered boat launch fee	\$ 10.00	per launch at City Beach and War Memorial Field	10/1/2025	Res 25-031
Out-of-state registered boat launch fee	\$ 15.00	per launch at City Beach and War Memorial Field	10/1/2025	Res 25-031
Boat launch season pass - Idaho state registered boat	\$ 50.00	unlimited launches at City Beach and War Memorial Field	10/1/2025	Res 25-031
Boat launch season pass - Out-of-state registered boat	\$ 100.00	unlimited launches at City Beach and War Memorial Field	10/1/2025	Res 25-031
Pawn License Fee for establishment (each pawnbroker also needs background check - see Public Safety Services)	\$ 123.00	per establishment for initial and annual license, per City Code 3-5-2	10/1/2025	Res 25-031
Peddlers registration				
Bonner County residents	\$ 92.00	per City Code 3-4-6	10/1/2025	Res 25-031
Idaho residents	\$ 154.50	per City Code 3-4-6	10/1/2025	Res 25-031
Out-of-State	\$ 276.25	per City Code 3-4-6	10/1/2025	Res 25-031
Surety Bond	\$ 1,000.00	per City Code 3-4-6	10/1/2025	Res 25-031
Taxicab License for vehicle (drivers also need annual background check - See Public Safety Services)	\$ 98.00	per cab, per City Code 3-4-5	10/1/2025	Res 25-031
Short Term Rental				
Non-Owner Occupied	\$ 235.00	Initial Permit	10/1/2025	Res 25-031
	\$ 175.50	Annual Renewal	10/1/2025	Res 25-031
Waitlist Fee for placement on non-owner occupied STR waitlist. <i>(The Permit Fee is paid when applicant has been removed from the waitlist.)</i>	\$ 25.00		10/1/2025	Res 25-031
Owner Occupied & Non-Owner Occupied outside residential zones	\$ 175.50	Initial Permit	10/1/2025	Res 25-031
	\$ 117.50	Annual Renewal	10/1/2025	Res 25-031
Short-Term Rental Violation Penalty	\$ 113.25	per day, in accordance with Code 3-12-5-6	10/1/2025	Res 25-031
Rents and Royalties				
Bald Mountain/Other Transmitter Site Lease				
Application Fee	\$ 270.50		10/1/2025	Res 25-031
Rent up to 2500 sq feet of Land Area				
Gov't Entities and 501(c)(3) Charities	\$ 1,461.80		10/1/2025	Res 25-031
All Other Entities	\$ 3,881.19		10/1/2025	Res 25-031
Additional Area Rent over 2500 square feet				
Gov't Entities and 501(c)(3) Charities	\$ 0.521		10/1/2025	Res 25-031
All Other Entities	\$ 0.898		10/1/2025	Res 25-031
Rent per Radio Unit				
Gov't Entities and 501(c)(3) Charities	\$ 366.80		10/1/2025	Res 25-031
All Other Entities	\$ 1,006.27		10/1/2025	Res 25-031
"Receive Only" Rent	50% of Rent		1/6/2021	Res 21-02

City of Sandpoint Fees

Description	Fee	Comments	Effective Date	Authority (Resolution, Ordinance or Statute)
"Diversity Receivers" Rent	50% of Rent		1/6/2021	Res 21-02
"Transmit Only" Rent	100% of Rent		1/6/2021	Res 21-02
Cellular and Wireless Broadband Communications				
annual base rent	\$ 23,623.66		10/1/2025	Res 25-031
annual fee per unit	\$ 541.01		10/1/2025	Res 25-031
Road Use Fee (Bald Mountain Site only)	\$ 525.00		10/1/2024	Res 24-061
Community Hall Rental				
Non-commercial, not-for-profit use (<i>see below</i>)			10/1/2025	Res 25-031
Entire facility	\$ 30.00 per hour		10/1/2025	Res 25-031
Maximum charge	\$ 210.00 per day		10/1/2025	Res 25-031
Commercial or for-profit use (<i>see below</i>)			10/1/2025	Res 25-031
Entire facility	\$ 60.00 per hour		10/1/2025	Res 25-031
Maximum charge	\$ 420.00 per day		10/1/2025	Res 25-031
<i>Non-commercial, not-for-profit use: Private or public events or programs organized by non-profit groups or not-for-profit community organizations, which may or may not charge tuition or fees, at which no sales or commercial activity will take place.</i>			10/1/2025	Res 25-031
<i>Commercial or for-profit use use: Private or public events organized by community groups that may or may not charge tuition or fees or any event intended to raise money, receive payments, solicit customers or donations. This category includes commercial events organized by non-profits (auctions, bazaars, craft fairs, markets) and all activities organized by businesses (company luncheon, employee appreciation party, etc).</i>			10/1/2025	Res 25-031
Dances	\$ 81.90 flat fee		10/1/2025	Res 25-031
Deposit for beer/wine served	\$ 234.50 non-refundable		10/1/2025	Res 25-031
Community Garden Plot				
7'x7' Plot	\$ 35.25 per season		10/1/2025	Res 25-031
4'x8' Plot	\$ 29.00 per season		10/1/2025	Res 25-031
Fiber Optic Network Lease Fees				
Indefeasible Right of Use (IRU) Lease Lump Sum One-Time Fee per zone (Downtown and Airport)				
6-strand minimum	\$ 4,358.00 per strand		10/1/2025	Res 25-031
13 - 24 strands	\$ 2,905.00 per strand		10/1/2025	Res 25-031
25+ strands	\$ 1,453.00 per strand		10/1/2025	Res 25-031
IRU Lease Annual Maintenance Fee per zone (Downtown and Airport)				
up to 24 strands	\$ 410.00 per strand		10/1/2025	Res 25-031
25+ strands	\$ 205.00 per strand		10/1/2025	Res 25-031
Dark Fiber Monthly Lease Fee per zone (Downtown and Airport)	\$ 185.00 per strand		10/1/2025	Res 25-031
Dark Fiber Lease Application Fee	\$ 308.00 one-time fee		10/1/2025	Res 25-031
Splicing Fee	cost + 15%		2/15/2017	Res 25-031
Empty Conduit Sleeve Lease	\$ 0.615 per foot per year		10/1/2025	Res 25-031
Bridge Crossing Conduit Sleeve Lease	\$ 1,230.00 per sleeve per year		10/1/2025	Res 25-031
Conduit Lease Application Fee	\$ 308.00 one-time fee		10/1/2025	Res 25-031
Parks Field Usage				
Change Fee - field use - within 7 days of event (all City fields, all groups)	\$ 20.00 All Groups		10/1/2025	Res 25-031
Grass Field/Diamond				
Field Use Rate - Per Hour (Practice)	\$ 10.00 Group 1		10/1/2025	Res 25-031
Field Use Rate - Per Hour (Practice)	\$ 15.00 Group 2		10/1/2025	Res 25-031
Field Use Rate - Per Hour (Practice)	\$ 30.00 Group 3		10/1/2025	Res 25-031
Field Use Rate - Per Hour (Game)	\$ 20.00 Group 1		10/1/2025	Res 25-031
Field Use Rate - Per Hour (Game)	\$ 30.00 Group 2		10/1/2025	Res 25-031
Field Use Rate - Per Hour (Game)	\$ 60.00 Group 3		10/1/2025	Res 25-031
Tournament Fee - Per Day - Per Facility - Add Hrly Field Use	\$ 250.00 All Groups		10/1/2025	Res 25-031
Memorial Field Artificial Turf/Diamonds				
Field Use Rate - Per Hour (Practice)	\$ 20.00 Group 1		10/1/2025	Res 25-031

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Field Use Rate - Per Hour (Practice)	\$ 25.00	Group 2	10/1/2025	Res 25-031
Field Use Rate - Per Hour (Practice)	\$ 60.00	Group 3	10/1/2025	Res 25-031
Field Use Rate - Per Hour (Game)	\$ 40.00	Group 1	10/1/2025	Res 25-031
Field Use Rate - Per Hour (Game)	\$ 50.00	Group 2	10/1/2025	Res 25-031
Field Use Rate - Per Hour (Game)	\$ 120.00	Group 3	10/1/2025	Res 25-031
* Bleachers - outside of normal setup	\$ 300.00	All Groups	10/1/2025	Res 25-031
Tournament Fee - Per Day - In addition to Hrly Field Use	\$ 250.00	All Groups	10/1/2025	Res 25-031
* City Staff on Site - Per Hour - per request/required	\$ 55.00	All Groups	10/1/2025	Res 25-031
* Trash Removal - Per Day	\$ 40.00	All Groups	10/1/2025	Res 25-031
* Grandstands/Field Cleaning - 1 Game	\$ 500.00	All Groups	10/1/2025	Res 25-031
* Grandstands/Field Cleaning - Multi game/tournament/per day	\$ 650.00	All Groups	10/1/2025	Res 25-031
Annual Home Field Replacement Rate	\$ 12,000.00	Lake Pend Oreille School District (LPOSD) Contribution	10/1/2025	Res 25-031
Max Charge per tournament - per facility (e.g., 2x if Sports Complex and War Memorial Field are used) If hourly field use, tournament fee daily rate, and out of area team fees exceed tournament max then tournament max applies. Charges above/below applicable in addition to Tournament Max Fee	\$ 4,000.00	All Groups	10/1/2025	Res 25-031
<i>Explanation of Parks Field/Sport Center Usage Groups:</i>			10/1/2025	Res 25-031
Group 1 - City-hosted events, leagues or programs			10/1/2025	Res 25-031
Group 2 - Local nonprofit groups and LPOSD			10/1/2025	Res 25-031
Group 3 - For-profit groups or non-profit groups based outside Bonner County			10/1/2025	Res 25-031
Memorial Field Ticketed Events				
Ticketed Event Revenue flat fees charged based on projected attendance			10/1/2025	Res 25-031
0-100 attendees	\$ 200.00	Effective rate: \$2 per attendee	10/1/2025	Res 25-031
101 - 250 attendees	\$ 400.00	Effective rate: \$1.60-\$3.96 per attendee	10/1/2025	Res 25-031
251 - 500 attendees	\$ 750.00	Effective rate: \$1.50 - \$2.99 per attendee	10/1/2025	Res 25-031
501 - 1,500 attendees	\$ 2,000.00	Effective rate: \$1.33 - \$4.00 per attendee	10/1/2025	Res 25-031
1,501 - 2,500 attendees	\$ 4,000.00	Effective rate: \$1.60 - \$2.67 per attendee	10/1/2025	Res 25-031
Festival at Sandpoint (including Comp & Season Pass holders)	\$ 2.15	per ticket	10/1/2025	Res 25-031
<i>Organizer is responsible for selecting the appropriate attendance tier when submitting the field reservation request. No refunds will be issued for actual attendance below the selected tier.</i>			10/1/2025	Res 25-031
James E. Russell Sports Center				
Annual Memberships (billed monthly)			8/20/2025	Res 25-031
General	\$ 79.00	Annual, billed monthtly	8/20/2025	Res 25-031
Bonner and Boundary County residents	\$ 49.00	Annual, billed monthtly	8/20/2025	Res 25-031
Sandpoint residents and employees of City of Sandpoint, Bonner County, and LPOSD	\$ 39.00	Annual, billed monthtly	8/20/2025	Res 25-031
Youth (0-18)	\$ -	Annual	8/20/2025	Res 25-031
<i>Annual memberships require 12-months of payment. If an annual membership is cancelled, payment for unused months will be billed at time of cancellation.</i>			8/20/2025	Res 25-031
Monthly Memberships			8/20/2025	Res 25-031
General	\$ 99.00	Monthly	8/20/2025	Res 25-031
Bonner and Boundary County residents	\$ 69.00	Monthly	8/20/2025	Res 25-031
Sandpoint residents and employees of City of Sandpoint, Bonner County, and LPOSD	\$ 59.00	Monthly	8/20/2025	Res 25-031
Youth (0-18)	\$ -	Monthly	8/20/2025	Res 25-031
<i>Annual and monthly membership includes unlimited daily access to facility at no additional charge.</i>			8/20/2025	Res 25-031
Non-Member drop-in play			8/20/2025	Res 25-031
all sports, year-round	\$ 15.00	per person (court space not guaranteed)	8/20/2025	Res 25-031
Community Court Time, all sports				
Sandpoint City Resident		Free per person	8/21/2024	Res 24-061
Non-City Resident	\$ 5.00	per person	8/21/2024	Res 24-061
Community Room (max capacity of 50)				
Standard rate	\$ 50.00	per hour	8/21/2024	Res 24-061
Non-profit rate	\$ 25.00	per hour	8/21/2024	Res 24-061

City of Sandpoint Fees

Description	Fee	Comments	Effective Date	Authority (Resolution, Ordinance or Statute)
Private court rental				
LPOSD Tennis and local paddle/racquet sports groups	\$ 20.00	per hour, per court	8/20/2025	Res 25-031
Local sporting group (non-paddle/racquet sports)	\$ 40.00	per hour, per court	8/20/2025	Res 25-031
<i>Non-sporting event rates negotiated based on organizer's needs, number of participants, and court set-up/modifications needed</i>			8/20/2025	Res 25-031
Jeff Jones Town Square				
Commercial	\$ 29.30	per hour; \$200/day maximum (\$50.00 refundable deposit)	10/1/2025	Res 25-031
Non-commercial	\$ 58.40	per event (\$50.00 refundable deposit)	10/1/2025	Res 25-031
Moorage - Tour Boat	\$ 4,152.00	per season	10/1/2025	Res 25-031
Moorage - Visitor				
Moorage 20'	\$ 45.00	per day	10/1/2025	Res 25-031
Moorage 30'	\$ 55.00	per day	10/1/2025	Res 25-031
Moorage 35'	\$ 65.00	per day	10/1/2025	Res 25-031
Moorage - City Residents				
Moorage 24' Windbag 100 dock	\$ 33.05	per dock ft. (fixed dock)	10/1/2025	Res 25-031
Moorage 20' Windbag 200 dock/City Beach	\$ 39.05	per dock ft. (floating dock)	10/1/2025	Res 25-031
Moorage 24' Windbag 200, 300, 400, 500, 600 & 700 docks	\$ 39.55	per dock ft. (floating dock)	10/1/2025	Res 25-031
Moorage 30' Windbag 600 dock/City Beach	\$ 41.25	per dock ft. (floating dock)	10/1/2025	Res 25-031
Moorage 35' City Beach	\$ 42.05	per dock ft. (floating dock)	10/1/2025	Res 25-031
Laser Deck	\$ 220.70	Windbag Laser & Sunfish	10/1/2025	Res 25-031
Hobie Deck	\$ 440.95	Windbag hobie / thistle, etc.	10/1/2025	Res 25-031
Moorage - Bonner County Residents				
Moorage 24' Windbag 100 dock	\$ 41.30	per dock ft. (fixed dock)	10/1/2025	Res 25-031
Moorage 20' Windbag 200 dock/City Beach	\$ 48.85	per dock ft. (floating dock)	10/1/2025	Res 25-031
Moorage 24' Windbag 200, 300, 400, 500, 600 & 700 docks	\$ 49.45	per dock ft. (floating dock)	10/1/2025	Res 25-031
Moorage 30' Windbag 600 dock/City Beach	\$ 51.60	per dock ft. (floating dock)	10/1/2025	Res 25-031
Moorage 35' City Beach	\$ 52.55	per dock ft. (floating dock)	10/1/2025	Res 25-031
Laser Deck 5' Beam	\$ 275.80	Windbag laser & sunfish	10/1/2025	Res 25-031
Hobie Deck 10' Beam	\$ 551.30	Windbag hobie / thistle, etc.	10/1/2025	Res 25-031
Moorage - Outside Bonner County Residents				
Moorage 24' Windbag 100 dock	\$ 51.65	per dock ft. (fixed dock)	10/1/2025	Res 25-031
Moorage 20' Windbag 200 dock/City Beach	\$ 60.95	per dock ft. (floating dock)	10/1/2025	Res 25-031
Moorage 24' Windbag 200, 300, 400, 500, 600 & 700 docks	\$ 61.75	per dock ft. (floating dock)	10/1/2025	Res 25-031
Moorage 30' Windbag 600 dock/City Beach	\$ 64.45	per dock ft. (floating dock)	10/1/2025	Res 25-031
Moorage 35' City Beach	\$ 65.65	per dock ft. (floating dock)	10/1/2025	Res 25-031
Laser Deck 5' Beam	\$ 344.70	Windbag laser & sunfish	10/1/2025	Res 25-031
Hobie Deck 10' Beam	\$ 689.45	Windbag hobie / thistle, etc.	10/1/2025	Res 25-031
Moorage Local Invasive Species Fee				
Transient	\$ 7.40	per day	10/1/2025	Res 25-031
Moored	\$ 25.85	annual with moorage	10/1/2025	Res 25-031
RV Park Rate				
May - October				
Low - 40' site	\$ 50.00	per night + applicable lodging taxes	10/1/2025	Res 25-031
High - 55' site	\$ 65.00	per night + applicable lodging taxes	10/1/2025	Res 25-031
Event Weekend Low - 40' site	\$ 80.00	per night + applicable lodging taxes	10/1/2025	Res 25-031
Event Weekend High - 55'site	\$ 105.00	per night + applicable lodging taxes	10/1/2025	Res 25-031
November - April				
Low - 40' site	\$ 40.00	per night + applicable lodging taxes	10/1/2025	Res 25-031
High - 55' site	\$ 50.00	per night + applicable lodging taxes	10/1/2025	Res 25-031
Picnic shelters				
City resident	\$ 64.55	per day	10/1/2025	Res 25-031
Non-City resident	\$ 75.90	per day	10/1/2025	Res 25-031
Sand Volleyball Courts				
per court charge - 4 courts available	\$ 7.00	per hour	10/1/2025	Res 25-031
maximum charge for all 4 courts combined	\$ 168.50	per day	10/1/2025	Res 25-031

City of Sandpoint Fees

Description	Fee	Comments	Effective Date	Authority (Resolution, Ordinance or Statute)
Tennis and Basketball Courts				
Travers, Lakeview or City Beach Tennis Courts or Beach basketball court, per hour.				
Outdoor court rental, per hour	\$ 5.00	Per court, Group 1	10/1/2025	Res 25-031
Outdoor court rental, per hour	\$ 10.00	Group 2	10/1/2025	Res 25-031
Outdoor court rental, per hour	\$ 15.00	Group 3	10/1/2025	Res 25-031
<i>Court reservations required for private groups, leagues, clubs, or team practices. Drop-in play by community members is first come first served with no charge.</i>			10/1/2025	Res 25-031
<i>Please see "Explanation of Parks Field/Sport Center Usage Groups" above, under Parks "Field Usage".</i>			10/1/2025	Res 25-031
Shooting Range				
Day Pass	\$ 10.00		10/1/2025	Res 25-031
Season Pass (general public)	\$ 75.00		10/1/2025	Res 25-031
Season Pass (Bonner County Sportsman Association member)	\$ 25.00		10/1/2025	Res 25-031
Fines				
Parking Citations				
First offense - parking over allowed time	\$ 50.00		10/1/2022	Res 22-51
Second offense parking over allowed time - 12-mo period	\$ 100.00		10/1/2022	Res 22-51
Third or more offense parking over allowed time - 12-mo period	\$ 150.00		10/1/2022	Res 22-51
Parked facing the wrong direction	\$ 25.00		10/1/2023	Res 23-63
Handicapped parking violation	\$ 150.00		1/1/2015	Res 14-60
Parking in violation of signage	\$ 100.00		10/1/2021	Res 21-45
All other parking offenses	\$ 50.00	Including but not limited to: Parking in loading zones and other prohibited areas, Blocking a pedestrian passage/alley or driveway, Hydrant parking - within 15 feet	10/1/2021	Res 21-45
Late fee after 14 days	\$ 25.00		6/20/2007	Res 07-44
Negligent Vehicle Impound Fees	\$ 150.00		10/1/2022	Res 22-51
Parking Ticket Scofflaw Program Administration Fee	\$ 25.00		8/17/2016	Res 16-66
Boat Citations				
Boat Parking Violation	\$ 110.00		10/1/2024	Res 24-061
Dog Citations				
First offense - running at large, barking dog, etc.	\$ 50.00		10/1/2022	Res 22-51
Second offense - running at large, barking dog, etc.	\$ 100.00		10/1/2022	Res 22-51
Third offense - running at large, barking dog, etc.	\$ 150.00		10/1/2022	Res 22-51
Animal Impound Fee	\$ 100.00	Per Animal	8/21/2024	Res 24-061
Public Safety Services				
Background checks	\$ 81.20		10/1/2025	Res 25-031
Background check for taxicab drivers	\$ 81.20	per driver for initial or annual background check, per City Code 3-4-5	10/1/2025	Res 25-031
Background check for pawnbrokers	\$ 81.20	per pawnbroker for initial or annual background check	10/1/2025	Res 25-031
Driver Safety Education	\$ 81.20	Course through Police Dept.	10/1/2025	Res 25-031
Fingerprints	\$ 40.45		10/1/2025	Res 25-031
Polygraph	\$ 270.65		10/1/2025	Res 25-031
Abandoned vehicle				
Before notice in paper	\$ 135.60		10/1/2025	Res 25-031
After notice in paper	\$ 202.95		10/1/2025	Res 25-031
Fire System Review		see comments based on cost of service only	10/1/2025	Res 25-031
Fire Inspection				
Follow-up review	\$ 30.45	per hour	10/1/2025	Res 25-031
Site visits (multiple visits)	\$ 30.45	per hour	10/1/2025	Res 25-031
Research (complex/comprehensive)	\$ 30.45	per hour	10/1/2025	Res 25-031
Fire Watch	\$ 80.00	per hour (4 hour minimum)	10/1/2025	Res 25-031
Fire Standby Services	\$ 268.00	per hour (4 hour minimum)	10/1/2025	Res 25-031
False Alarm (police and fire)				
1st & 2nd in one year				
3rd in one year	\$ 192.95		10/1/2025	Res 25-031

City of Sandpoint Fees

Description	Fee	Comments	Effective Date	Authority (Resolution, Ordinance or Statute)
4th thru 6th in one year	\$ 385.90	each	10/1/2025	Res 25-031
7th thru 9th in one year	\$ 644.15	each	10/1/2025	Res 25-031
10th and over in one year	\$ 1,291.40	each	10/1/2025	Res 25-031
Police Clearance Letter	\$ 10.65		10/1/2025	Res 25-031
Copies w/color photos (Police Dept.)	\$ 1.17	per photo, per page	10/1/2025	Res 25-031
<i>Community Development and Public Works Services</i>				
Expedited Processing Fee (Planning and Building)	\$ 61.25		10/1/2025	Res 25-031
General (Planning, Building, Right of Way - Streets, Stormwater, Water, and Wastewater)				
City Hourly Labor Rate - Administration/Inspection	\$ 79.25		10/1/2025	Res 25-031
City Hourly Labor Rate - Streets, Water, Wastewater Crews	\$ 47.25		10/1/2025	Res 25-031
City Hourly Rate - Equipment	Varies	per the Rental Rate Blue Book for Construction Equipment; where no Blue Book rate exists, FEMA rates shall apply	10/1/2020	Res 20-39
City Supplied Materials	cost +15%	pass-through plus administrative percentage	10/1/2020	Res 20-39
External/Outsourced Professional Services (as required to determine code compliance)	cost +15%	pass-through actual cost, plus administrative percentage; applicable to any professional service fee, as required, due to increase volume of applications and/or staff vacancies	10/1/2020	Res 20-39
Planning & Engineering				
All application fees include up to two (2) completeness reviews				
Additional Reviews, required in excess of standard	cost +15%		10/1/2020	Res 20-39
See 'Building Plan Check Fee' Category below for Zoning Review			10/1/2020	Res 20-39
Amendment of approved application		50% of current application fee	10/18/2006	Res 06-76
First pre-application meeting		no cost for 1 meeting up to 1 hour	10/1/2025	Res 25-031
Additional pre-application meetings	\$ 475.50	per 1 hour meeting, calculated based on city hourly labor rate x 6 staff expected to participate in pre-app meetings.	10/1/2025	Res 25-031
Notifications: Public Hearing and/or Adjacent Properties				
Short Plat, Site Plan Review or equivalent minor permit	\$ 300.00	in addition to application fee, includes one round of noticing	10/1/2025	Res 25-031
CUP, Subdivision, Rezoning and Code or Comp Plan Amendments	\$ 600.00	in addition to application fee, includes two rounds of noticing	10/1/2025	Res 25-031
Planned Unit Development	\$ 1,200.00	in addition to application fee, includes four rounds of noticing	10/1/2025	Res 25-031
<i>Fee applies to new application or request to amend previously approved application.</i>			10/1/2025	Res 25-031
Land Subdivisions				
Short Plat or Replat where resulting lots < 1 acre	\$ 825.00	flat fee + Preliminary Engineering fee + notification fee	10/1/2025	Res 25-031
Lot Line Adjustment	\$ 825.00	flat fee + Preliminary Engineering fee + notification fee	10/1/2025	Res 25-031
Flagpole Lot	\$ 825.00	flat fee + Preliminary Engineering fee + notification fee	10/1/2025	Res 25-031
Subdivision or Short Plat where resulting lots > 1 acre	\$ 3,500.00	flat fee + Preliminary Engineering fee + notification fee	10/1/2025	Res 25-031
Subdivision Final Plat	\$ 1,500.00	flat fee + notification fee	10/1/2025	Res 25-031
Planned Unit Development (PUD) Preliminary Development Plan	\$ 3,500.00	flat fee + notification fee	10/1/2025	Res 25-031
Planned Unit Development (PUD) Final Development Plan	\$ 3,500.00	flat fee + notification fee	10/1/2025	Res 25-031
Development Permitting				
Substandard Lot Waiver	\$ 1,700.00	flat fee + notification fee	10/1/2025	Res 25-031
Site Plan Review Permit	\$ 1,700.00	flat fee + notification fee	10/1/2025	Res 25-031
Conditional Use Permit (CUP) or non-conforming use permit	\$ 4,000.00	flat fee + notification fee	10/1/2025	Res 25-031
Food Truck CUP	\$ 300.00	flat fee + notification fee	10/1/2025	Res 25-031
Variance	\$ 1,500.00	flat fee + notification fee	10/1/2025	Res 25-031
Additional Fees				
Development Agreement	\$ 4,000.00	flat fee + attorney costs	10/1/2025	Res 25-031
Rezone, Comprehensive Plan Change or Code Amendment	\$ 4,000.00	flat fee + notification fee	10/1/2025	Res 25-031
Right of Way (ROW) Vacation	\$ 1,500.00	flat fee+ notification fee	10/1/2025	Res 25-031
<i>Fees apply to new applications or requests to amend previously-approved permits.</i>			10/1/2025	Res 25-031
<i>PUDs, Comp Plan Amendmends, Rezones, or Preliminary plats larger than 30 lots that put extraordinary demands on staff time may, upon the mayor's determination, be required to enter into a cost-recovery agreement whereby staff time and/or consulstant costs is tracked and billed to the applicant.</i>			10/1/2025	Res 25-031

City of Sandpoint Fees

Description	Fee	Comments	Effective Date	Authority (Resolution, Ordinance or Statute)
Appeal or rehearing	\$ 564.00	plus notification fee	10/1/2025	Res 25-031
Public Infrastructure - Major (subdivisions, new/substantial public improvements, land use actions)				
Engineering Review - Preliminary Review	\$ 299.00	no approvals; planning purposes only	10/1/2025	Res 25-031
Engineering Review - Streets, Sidewalks, Frontage, Other	\$ 299.00	includes (2) reviews	10/1/2025	Res 25-031
Engineering Review - Traffic, TGD	\$ 149.00	per review	10/1/2025	Res 25-031
Engineering Review - Traffic, TIA	\$ 373.00	per review	10/1/2025	Res 25-031
Engineering Review - Stormwater - one acre or less	\$ 299.00	per review	10/1/2025	Res 25-031
Engineering Review - Stormwater - Greater than one acre	\$ 448.00	per review	10/1/2025	Res 25-031
Engineering Inspection - Preconstruction	\$ 149.00	per inspection	10/1/2025	Res 25-031
Engineering Inspections - Punchlist and Final	\$ 299.00	per inspection	10/1/2025	Res 25-031
Engineering Inspections - Additional Inspections	\$ 149.00	per inspection	10/1/2025	Res 25-031
Sign Permits				
Sign Permit	minimum \$75	same as building permit fee structure	10/1/2025	Res 25-031
Sign Permit Special Banner	\$ 97.25	per permit/per event	10/1/2025	Res 25-031
Sign - Mural	\$ 299.00		10/1/2025	Res 25-031
Master Sign Program	\$ 186.00		10/1/2025	Res 25-031
Honorary Street Sign Application	\$ 186.00	per application	10/1/2025	Res 25-031
Honorary Street Sign	\$ 124.50	each	10/1/2025	Res 25-031
Watershed - Use Permit	\$ 597.00	includes processing, review, inspections, and approval	10/1/2025	Res 25-031
Watershed, New Use/Activity				
External/Outsourced Professional Services (as required to determine code compliance)	cost + 15%	pass-through administrative percentage	4/7/2021	Res 21-17
Mechanical/HVAC Permits				
Residential				
Base Permit	\$ 100.00		10/1/2021	Res 21-45
Plan Check or Technical Service Fee	\$ 65.00	per hour	10/1/2021	Res 21-45
Appliances - Furnace, air conditioner, heat pump, evaporative cooler, unit heater, space heater, boiler (not supplying potable water), pool heater, mini-split system, free-standing gas or solid-fuel stove, gas fireplace, HRV, ERV or any other permanent space conditioning appliance used for human comfort. This includes all associated ducts and flues attached thereto.	\$30 + \$15	\$30 for the first appliance + \$15 for each additional appliance	10/1/2021	Res 21-45
Exhaust duct or ventilation duct - Dyer duct, range hood duct, bath fan duct, crawl space exhaust duct, similar exhaust ducts or ventilation duct.	\$15 + \$5	\$15 for the first duct + \$5 for each additional duct	10/1/2021	Res 21-45
Fuel gas piping	\$ 5.00	per appliance outlet	10/1/2021	Res 21-45
Hydronic system (Does not include Boiler - see above)	\$ 5.00	per zone	10/1/2021	Res 21-45
Manual S, J, & D Review	\$ 25.00	Required when installing the primary heating and/or cooling system in a NEW single or multi-family dwelling.	10/1/2021	Res 21-45
Commercial/Industrial				
job value up to \$10,000	calculated	total cost of system x 0.02 + \$60	10/1/2020	Res 20-39
job value \$10,001-\$100,000	calculated	total cost of system - 10,000 x 0.01 + \$260	10/1/2020	Res 20-39
job value \$100,001 or more	calculated	total cost of system -100,000 x 0.005 + \$1,160	10/1/2020	Res 20-39
Building Plan Check Fee				
Standard Plan Check (up to two reviews)	calculated	65% of building permit fee	8/7/2002	Res 02-44
Zoning Review	calculated	15% of building permit fee, in addition to Building Plan Check	10/1/2025	Res 25-031
Plan Check, New Single Family (7,999 SF or less, up to two reviews) if prepared/stamped by registered, licensed professional	calculated	25% of building permit fee	10/1/2020	Res 20-39
Plan Check, Reroof	\$ -	no plan check for reroof, unless submitted for review	10/1/2020	Res 20-39
Additional Plan Check, required in excess of standard	cost +15%		10/1/2020	Res 20-39
Expedited Review, if available (5 business days)	calculated	plan check fee x 2	10/1/2020	Res 20-39
Residential Repeat/Subsequent Lot Plan Check		standard plan check fee for first, then 25% of the building permit fee, per lot the same	10/1/2020	Res 20-39
Building Fee/Valuation				
Total Valuation is calculated by the Building Official, using as stated by the applicant or the latest valuation data published in the Building Safety Journal by ICC, whichever is greater.		includes standard/single inspections per phase		

City of Sandpoint Fees

Description	Fee	Comments	Effective Date	Authority (Resolution, Ordinance or Statute)
0 - 2,000 dollars of value	\$ 66.64	for the first \$1,300 plus \$3.79 per additional \$100	10/1/2025	Res 25-031
2,001 - 25,000 dollars of value	\$ 93.17	for the first \$2,000 plus \$17.33 per additional \$1,000	10/1/2025	Res 25-031
25,001 - 50,000 dollars of value	\$ 491.76	for the first \$25,000 plus \$12.39 per additional \$1,000	10/1/2025	Res 25-031
50,001 - 100,000 dollars of value	\$ 801.51	for the first \$50,000 plus \$8.67 per additional \$1,000	10/1/2025	Res 25-031
100,001 - 500,000 dollars of value	\$ 1,235.01	for the first \$100,000 plus \$6.94 per additional \$1,000	10/1/2025	Res 25-031
500,001 - 1,000,000 dollars of value	\$ 4,011.01	for the first \$500,000 plus \$5.88 per additional \$1,000	10/1/2025	Res 25-031
1,000,001 and over dollars of value	\$ 6,951.01	for the first \$1,000,000 plus \$4.52 per add'l \$1,000	10/1/2025	Res 25-031
Minimum Building Permit Fee	\$ 185.78	If result of valuation is less than this minimum fee, this minimum applies instead and includes (1) inspection; see fees for additional inspections.	10/1/2025	Res 25-031
Permit Reinstatement Fee	calculated	50% Building Permit Fee	10/1/2023	Res 23-63
Demolition Permit (complete structure remove only)	\$ 298.41	flat fee in lieu of calculated value	10/1/2025	Res 25-031
Residential Garages/Storage Buildings (except ADU)	see above	valuation \$23.59 per SF	10/1/2025	Res 25-031
Misc. Residential Pole Buildings	see above	valuation \$21.31 per SF	10/1/2025	Res 25-031
Residential Carports, Decks, Porches	see above	valuation \$17.77 per SF	10/1/2025	Res 25-031
Fireplace Retrofit/Chimney Repair		Minimum Building Permit Fee	10/1/2020	Res 20-39
Sign - Foundation		Minimum Building Permit Fee	10/1/2020	Res 20-39
Canopy - Awning		Minimum Building Permit Fee	10/1/2020	Res 20-39
Foundation Repair/Replace		Minimum Building Permit Fee	10/1/2020	Res 20-39
Reroof		Minimum Building Permit Fee	10/1/2020	Res 20-39
Retaining Wall		Minimum Building Permit Fee	10/1/2020	Res 20-39
Stair Repair		Minimum Building Permit Fee	10/1/2020	Res 20-39
Window/Door		Minimum Building Permit Fee	10/1/2020	Res 20-39
Fire Alarm/Sprinkler Permit		Minimum Building Permit Fee + Inspections	10/1/2023	Res 23-63
Floodplain Development Permit/Review	cost +15%		10/1/2023	Res 23-63
Building/Fire - Structural Review	cost +15%		10/1/2023	Res 23-63
Building/Fire - Code Compliance Review	cost +15%		10/1/2023	Res 23-63
Amended Building Permit Inspections	Post-issuance revisions	cost +15%	10/1/2020	Res 20-39
	Additional inspection inside of normal business hours	cost +15% per hourly Administration/Inspection labor rate	10/1/2020	Res 20-39
	Inspection outside of normal business hours, as available	calculated per hourly Administration/Inspection labor rate x 1.25 (minimum 2 hours)	10/1/2020	Res 20-39
Building - Other	Re-Inspection	calculated per hourly Administration/Inspection labor rate	10/1/2020	Res 20-39
	Temporary Certificate of Occupancy (all types)	\$ 307.00 plus security for remaining items	10/1/2025	Res 25-031
	Structural/Life Safety Evaluation	\$ - no fee	10/1/2020	Res 20-39
	Building Code Appeal	cost + 15% appealed at Department of Building Safety or State Fire Marshall	10/1/2020	Res 20-39
	Building Code Violation - Unsafe, Restricted or Stop Work	\$ 112.00 per day, as determined applicable by the Building Official	10/1/2025	Res 25-031
	Work Commencing Without Permit	calculated standard building permit fee x 2	10/1/2020	Res 20-39
Public Right of Way	Includes existing and future/proposed public right-of-way's and/or easements with City infrastructure			
	Street Cut Damage Recovery Fee - Fee based on Pavement Condition Index (PCI) rating of street in accordance with most recent street condition survey.			
	PCI			
	81-100	\$ 980.50	10/1/2025	Res 25-031
	61-80	\$ 734.50	10/1/2025	Res 25-031
	41-60	\$ 492.00	10/1/2025	Res 25-031
	21-40	\$ 246.00	10/1/2025	Res 25-031
	0-20		10/1/2021	Res 21-45
	Encroachment - Temporary Access (TCP Review)	\$ 86.25 processing, TCP review, and (1) inspection	10/1/2025	Res 25-031
	Encroachment - Long-Term Agreement	\$ 310.25	10/1/2025	Res 25-031
	Encroachment/Easement - Franchise/Fiber	\$ 620.50 includes TCP review, inspections, and agreement	10/1/2025	Res 25-031
	Public Infrastructure - Minor (sidewalk, curb, street cut, driveways)	\$ 223.50 includes processing, plan review, site visit, and (2) inspections; in addition to Temporary Access, as applicable	10/1/2025	Res 25-031

City of Sandpoint Fees

Description	Fee	Comments	Effective Date	Authority (Resolution, Ordinance or Statute)
Unauthorized work within the right-of-way	\$ 310.25	in addition to standard fee for street patch maintenance and/or other fee	10/1/2025	Res 25-031
City provided services				
Maintenance of work area	cost + 15%	per adopted Public Services General City Rates above	10/1/2018	Res 18-46
Maintenance/installation of traffic control	cost + 15%	per adopted Public Services General City Rates above	10/1/2018	Res 18-46
Failure to obtain/call for inspection on encroachment permit				
First offense	\$ 92.50		10/1/2025	Res 25-031
Second offense	\$ 155.00		10/1/2025	Res 25-031
Third offense	\$ 310.25		10/1/2025	Res 25-031
Sidewalk Fee in Lieu of Construction	\$ 60.00	Non-refundable fee in lieu of construction of sidewalk based on LF of frontage	5/1/2024	Res 24-26
Water Plan Reviews/Inspections				
Will-Serve Assessment/Letter	\$ 158.50	as required for platting and/or QLPE	10/1/2025	Res 25-031
Engineering Review - Water, with QLPE (as available)	\$ 746.00	includes (2) reviews	10/1/2025	Res 25-031
Water Mains Inspection	\$ 130.00	each inspection	10/1/2025	Res 25-031
Water Service Connection Inspection, includes tap and new hydrants/fire lines	\$ 61.75	per tap/service connection, or additional reinspection	10/1/2025	Res 25-031
Water Main Modeling/Assessment				
External/Outsourced Professional Services (as required to determine capacity and necessary improvements)		pass-through administrative percentage	4/7/2021	Res 21-17
Water Install/Materials				
Subject to availability		see above per adopted General City Rates		
Main Tap, City Labor Only	\$ 549.75	flat fee, per tap	10/1/2025	Res 25-031
3/4 inch meter/transponder only (supply and install)	\$ 383.50	Flat Fee	10/1/2025	Res 25-031
1 inch (M55) meter/transponder only (supply and install)	\$ 603.50	Flat Fee	10/1/2025	Res 25-031
1 inch (M70) meter/transponder only (supply and install)	\$ 665.75	Flat Fee	10/1/2025	Res 25-031
1.5 inch meter/transponder (supply and install)	\$ 1,128.00	Flat Fee	10/1/2025	Res 25-031
2 inch meter/transponder (supply and install)	\$ 1,367.50	Flat Fee	10/1/2025	Res 25-031
> 2 inch meter/transponder (supply and install)	cost + 15%		10/1/2020	Res 20-39
Full assembly (supply & install)	cost + 15%	In addition to meter/transponder fees	10/1/2022	Res 22-51
Industrial Pretreatment				
Wastewater Discharge Permit	\$ 254.50	application fee, includes inspection and permit issuance	10/1/2023	Res 23-63
Wastewater treatment plant sampling fees				
Bacteriological				
Total coliform MPN/MTF	\$ 51.90		10/1/2025	Res 25-031
Fecal Coliform MPN/MTF	\$ 51.90		10/1/2025	Res 25-031
Fecal Coliform Bio-Solids A-1	\$ 78.20		10/1/2025	Res 25-031
E.coli. MPN/MTF	\$ 51.90		10/1/2025	Res 25-031
Total, Fecal, E.coli	\$ 103.70		10/1/2025	Res 25-031
Inorganic chemicals				
Nitrate	\$ 38.95		10/1/2025	Res 25-031
TKN	\$ 45.45		10/1/2025	Res 25-031
Ammonia	\$ 38.95		10/1/2025	Res 25-031
Alkalinity	\$ 26.00		10/1/2025	Res 25-031
Total Phosphorus	\$ 51.90		10/1/2025	Res 25-031
Ortho-Phosphorus	\$ 26.00		10/1/2025	Res 25-031
FOG	\$ 77.85		10/1/2025	Res 25-031
Ph Wastewater	\$ 13.00		10/1/2025	Res 25-031
PH Soil	\$ 19.55		10/1/2025	Res 25-031
BOD	\$ 58.40		10/1/2025	Res 25-031
TDS	\$ 19.55		10/1/2025	Res 25-031
TSS	\$ 26.00		10/1/2025	Res 25-031
Metals				
Total Metals 13 Bio-Solids	\$ 253.90		10/1/2025	Res 25-031
Total Metals 11	\$ 221.25		10/1/2025	Res 25-031
Mercury	\$ 38.95		10/1/2025	Res 25-031
Cyanide Wastewater	\$ 58.40		10/1/2025	Res 25-031
Silver	\$ 26.00		10/1/2025	Res 25-031
Lab Testing Fee	\$ 32.45		10/1/2025	Res 25-031

City of Sandpoint Fees

Description	Fee	Comments	Effective Date	Authority (Resolution, Ordinance or Statute)
Wastewater Plan Reviews/Inspections				
Engineering Review - Wastewater, no QLPE	\$ 298.40	includes (2) reviews	10/1/2025	Res 25-031
Engineering Review - Wastewater, with QPLE (as available)	\$ 596.80	includes (2) reviews	10/1/2025	Res 25-031
Wastewater Main Inspection	\$ 130.45	each inspection	10/1/2025	Res 25-031
Wastewater Service Connection Inspection, includes tap on main	\$ 61.75	per tap/service connection, or additional reinspection	10/1/2025	Res 25-031
Wastewater Main Modeling/Assessment				
External/Outsourced Professional Services (as required to determine capacity and necessary improvements)	cost + 15%	pass-through administrative percentage	4/7/2021	Res 21-17
Wastewater Install/Materials/Inspections/Testing				
Subject to availability		per adopted General City Rates above		
New User Facility Fees (NUFF)				
Water NUFF				
3/4 inch meter - meter size factor 1	\$ 7,875.00		8/17/2022	Res 22-51
1 inch meter - meter size factor 2.5	\$ 19,689.00		8/17/2022	Res 22-51
1.5 inch meter - meter size factor 5	\$ 39,377.00		8/17/2022	Res 22-51
2 inch meter - meter size factor 8	\$ 63,004.00		8/17/2022	Res 22-51
3 inch meter - meter size factor 25	\$ 196,887.00		8/17/2022	Res 22-51
4 inch meter - meter size factor 50	\$ 393,773.00		8/17/2022	Res 22-51
6 inch meter - meter size factor 80	\$ 630,037.00		8/17/2022	Res 22-51
8 inch meter - meter size factor 115	\$ 905,625.00		8/17/2022	Res 22-51
Wastewater NUFF	\$ 6,311.00	per Equivalent Resident (ER)	8/17/2022	Res 22-51
Hydrant Use/Fill Station				
Hydrant/Fill Station Permit	\$ 32.24	Annual permit plus \$2,500 or \$500 deposit	9/16/2025	Res 25-031
Volume Charge - per 1,000 gallons	\$ 4.64		9/16/2025	Res 25-031
Utility User Monthly Rates				
Garbage				
Residential	\$ 20.91	96 gallon cart	9/16/2025	Res 25-031
Residential	\$ 16.72	64 gallon cart	9/16/2025	Res 25-031
Residential	\$ 12.55	35 gallon cart	9/16/2025	Res 25-031
Senior Citizen Reduced Utility Billing (SCRUB)	\$ 12.55	96 gallon cart	9/16/2025	Res 25-031
Senior Citizen Reduced Utility Billing (SCRUB)	\$ 10.04	64 gallon cart	9/16/2025	Res 25-031
Senior Citizen Reduced Utility Billing (SCRUB)	\$ 7.53	35 gallon cart	9/16/2025	Res 25-031
Extra cans	\$ 2.52	each	9/16/2025	Res 25-031
Roll-out cart over 15 feet	\$ 3.87	special assistance	9/16/2025	Res 25-031
Contamination Charge	\$ 36.72	each occurrence	9/16/2025	Res 25-031
Street Lights	\$ 3.09		10/1/2017	Res 17-53
Miscellaneous				
New Account Fee	\$ 14.50		9/16/2025	Res 25-031
Late Charge	\$ 21.77		9/16/2025	Res 25-031
Door Hanger	\$ 21.77		9/16/2025	Res 25-031
Delinquent off/on	\$ 75.45		9/16/2025	Res 25-031
Meter Lock Removal	\$ 59.26		9/16/2025	Res 25-031
Emergency/Seasonal Off/On	\$ 29.02	(Seasonal - Irrigation accounts only)	9/16/2025	Res 25-031
After hours fee	\$ 52.23		9/16/2025	Res 25-031
Leak check - customer requested	\$ 37.71		9/16/2025	Res 25-031
Water				
Retail - Fixed Monthly Rates				
3/4" meter	\$ 22.06		9/16/2025	Res 25-031
1" meter	\$ 44.30		9/16/2025	Res 25-031
1-1/2" meter	\$ 78.01		9/16/2025	Res 25-031
2" meter	\$ 110.94		9/16/2025	Res 25-031
3" meter	\$ 399.01		9/16/2025	Res 25-031
4" meter	\$ 665.20		9/16/2025	Res 25-031
6" meter	\$ 1,330.54		9/16/2025	Res 25-031

City of Sandpoint Fees

Description	Fee	Comments	Effective Date	Authority (Resolution, Ordinance or Statute)
Residential Volume Charge - per 1,000 gallons				
0 - 6,000 gallons	\$ 3.26		9/16/2025	Res 25-031
6,001 to 20,000 gallons	\$ 4.12		9/16/2025	Res 25-031
20,001 to 40,000 gallons	\$ 8.23		9/16/2025	Res 25-031
over 40,000 gallons	\$ 9.26		9/16/2025	Res 25-031
Multi-Family Volume Charge - per 1,000 gallons	\$ 4.23		9/16/2025	Res 25-031
Irrigation Volume Charge - per 1,000 gallons	\$ 7.49		9/16/2025	Res 25-031
Commercial Volume Charge - per 1,000 gallons	\$ 4.68		9/16/2025	Res 25-031
Flat Water Rate (no meter)	\$ 83.53		9/16/2025	Res 25-031
Wholesale - Syringa Heights Water District Fixed Monthly Rate	\$ 5,534.90		9/16/2025	Res 25-031
Wholesale - Northside Water Users Association Fixed Monthly Rate	\$ 4,119.01		9/16/2025	Res 25-031
Wholesale - Edelweiss Village Improvement Association Fixed Monthly Rate	\$ 657.60		9/16/2025	Res 25-031
Wholesale Volume Charge - per 1,000 gallons	\$ 3.19		9/16/2025	Res 25-031
Wastewater				
Wastewater - Residential				
Fixed Monthly Rate - Tier 1 - Legacy Rate (Based on less than 2k gal/mo. used in 2022)	\$ 85.73		9/16/2025	Res 25-031
Fixed Monthly Rate - Tier 2	\$ 98.59		9/16/2025	Res 25-031
Wastewater - Multi-Family - Fixed Monthly Rate x # Multi-Family Units	\$ 55.81		9/16/2024	Res 24-061
Wastewater - Commercial I (Non-grease Producer) - Fixed Monthly Rate	\$ 114.22		9/16/2025	Res 25-031
Volume Charge - per 1,000 gallons				
0 to 6,000 gallons	\$ 14.03		9/16/2025	Res 25-031
Over 6,000 gallons	\$ 16.13		9/16/2025	Res 25-031
Wastewater - Commercial II (Grease Producer) - Fixed Monthly Rate	\$ 127.76		9/16/2025	Res 25-031
Volume Charge - per 1,000 gallons	\$ 23.81		9/16/2025	Res 25-031

Refunds

Note: Once an application has been reviewed no refunds will be issued unless otherwise approved by the Mayor/designee or stated in policy.

Note: A \$10 refund processing fee is retained for administrative/credit card cost on various items above.