

Midway City Council  
2 June 2020  
Regular Meeting

Resolution 2020-15 /  
Fee Schedule Amendment

# Memo



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Date: June 2, 2020  
To: Midway City Council  
From: Michael Henke  
Re: Fee Schedule Amendment

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The purpose of this memo is to discuss potential fee schedule amendments. Staff has identified several potential fee schedule amendments and some new fees for the City Council to consider. The main goal, whenever a fee is required, is for that fee covers the cost of processing the application. This includes the time for meeting with applicants, noticing, creating staff reports and other documents, creating presentations, and answering questions of the public regarding the application, to name several. Some applications take more time and effort than others, even if the proposals are, for example, both conditional uses. Therefore, the fee is based on an average amount of time and effort for the type of application. One item that has been very time consuming is when an applicant would like to amend an existing agreement (development, annexation, master plan). There is not a fee for amending development or annexation agreements though many hours are spent on each one. Staff has required that master plan amendment applicants pay a fee, but we would like to make the fee clear in the fee schedule. The following is a list of the items that staff has discovered that should either have a fee assigned to them or the existing fee should be adjusted:

- Appeal fee – When an administrative decision is appealed to the City Council, staff and our attorneys spend hours preparing. Currently there is no fee in the fee schedule.
- Conditional Use Permit – The proposal would require a professional review deposit for engineering review, legal review, or other third-party review when those reviews are needed. Because CUPs vary from minor to major (i.e. mixed use to transmission lines) the amount of the deposit would be set by staff based on the type of proposal based on an estimation of the amount of professional review required. After the review has concluded, any remaining funds would be returned to the applicant.

- Residential treatment and elderly care facility – The City adopted code that allows residential treatment facilities and elderly care facilities as permitted uses. A fee should be adopted into the fee schedule to cover the cost of processing applications for both types of facilities.
- Development conceptual plans – Periodically developers choose to submit a conceptual plan to the Planning Commission and, infrequently, to the City Council. The reason for the concept plan is to look at the proposed plan and identify any big picture issues but not review detail items. Preparation for the concept plan takes time and effort and staff is proposing a fee to cover processing costs.
- Meeting time with staff – Sometimes staff has meetings with individuals about a property several times before an application is submitted or, many times, an application is never submitted. Since there is not application, Midway residents are paying for the time to meet with these individuals. Staff is proposing that when an individual meets with staff about a property, the first hour is free, but any additional time spent with that individual on that same property would pay an hourly rate.
- Midway review architect – As Midway’s Main Street and resort areas develop over time, staff feels that it would be a benefit to the City to have an architect that reviews commercial construction proposals before the item is reviewed by the Visual and Architectural Committee. The idea as that the review architect and staff work with the applicant to assure that the vision for the commercial zones and resort zone is being met. For each application that requires architectural compliance with Midway’s theme, a review deposit would be required based on an hourly rate. Any unused deposit funds would be returned to the applicant.
- Annexation, development, and master plan amendments – The City has received many proposals to amendment agreements for developments that have been approved by the City Council and developers. When the developer requests an amendment, many hours are spent preparing staff reports, presentations, and documents for the proposed amendment. There has been no fee to cover the cost of all the time and effort spent. Many of the proposals cost the City thousands of dollars with no compensation from the developer. Staff is proposing an application and review deposit for any proposed amendments to these types of agreements.

Staff will give a presentation of all the proposals in the City Council work meeting.

Please contact me if you have any questions.



# RESOLUTION 2020-\_\_

## A RESOLUTION AMENDING THE MIDWAY CITY FEE SCHEDULE FOR MUNICIPAL SERVICES AND RELATED MATTERS.

**WHEREAS**, Pursuant to Utah Code Ann. §10-3-717, Midway City has previously adopted a fee schedule which applies to the provision of municipal services by the City; and

**WHEREAS**, the Midway City Council finds it in the best interests of the City and the public to amend the fee schedule from time to time, in order to both update the fees to more accurately reflect the costs incurred by the City, and to add additional line items to the fee schedule to cover municipal services that were not previously included; and

**WHEREAS**, the Midway City Council desires to amend the fee schedule as set forth herein.

**NOW THEREFORE**, be it hereby **RESOLVED** by the City Council of Midway City, Utah, as follows:

The Midway City Fee Schedule is hereby amended as shown on the attached spreadsheet.

This Resolution shall take effect upon publication as required by law.

**PASSED AND ADOPTED** by the City Council of Midway City, Wasatch County, Utah this \_\_\_\_ day of \_\_\_\_\_, 2020.

	AYE	NAY
Council Member Steve Dougherty	_____	_____
Council Member Jeff Drury	_____	_____
Council Member Lisa Orme	_____	_____
Council Member Kevin Payne	_____	_____
Council Member JC Simonsen	_____	_____

APPROVED:

\_\_\_\_\_  
Celeste Johnson, Mayor

ATTEST:

\_\_\_\_\_  
Brad Wilson, City Recorder

APPROVED AS TO FORM:

\_\_\_\_\_  
Corbin Gordon, City Attorney

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<b>ADMINISTRATION</b>	
\$20.00	Returned Check Fee
<b>COPIES</b>	
\$0.25	8.5" x 11" - black & white
\$1.00	8.5" x 11" - color
\$0.50	11" x 17" - black & white
\$2.00	11" x 17" - color
\$3.00	24" x 36" - black & white
\$26.00	24" x 36" - color
\$5.50	36" x 42" - black & white
\$32.00	36" x 42" - color
As provided by the Utah Government Records Access and Management Act, staff time will be charged in an hourly amount that equals but does not exceed the wage of the lowest-paid employee who has the necessary skills and training to perform the request. No charge may be made for the first quarter-hour of staff time.	
<b>BUILDING / SHELTER / PAVILION / PARK RENTAL</b>	
\$500.00	Building Rental Cleaning/Damage/Security Deposit - Community Center/Town Hall (refundable)
\$250.00	Building Rental Cleaning/Damage/Security Deposit - Town Square Pavilion (refundable)
<b>Town Hall Building Rental</b>	
\$300/Day*	Monday - Saturday; non-profit
\$400/Day*	Monday - Saturday; resident
\$500/Day*	Monday - Saturday; non-resident
<b>Community Center Large Hall</b>	
\$50/Day*	Monday - Saturday; resident
\$75/Day*	Monday - Saturday; non-profit
\$150/Day*	Monday - Saturday; non-resident
<b>Community Center Conference Room</b>	
\$15/Day*	Resident/non-resident
\$5/Day*	Non-profit groups
* This fee is subject to change, to an amount determined by the City, if the rental includes vendors.	
<b>Town Square Shelter</b>	
\$50/Day	Resident
\$100/Day	Non-resident
<b>Park Shelters - Centennial, Hamlet (North), Hamlet (South), Valais (East), Valais (West)</b>	
\$25/Day	Resident/non-resident
<b>Town Square</b>	
\$100/Day	Resident
\$200/Day	Non- Resident
<b>Park Rentals for Events with Vendors (Does not include the Valais Park)**</b>	
\$150/Day	Hamlet or Centennial Parks (Includes pavilions)
\$250/Day	Town Square (Includes shelter)
** A \$500 security/damage deposit is required and must be paid within 24 hours of the event.	
<b>PUBLIC SAFETY</b>	
<b>Dog Licenses (All fees collected are paid to Heber City quarterly)</b>	
\$25.00	Traditional (Per year; not spayed or neutered; per dog; non-transferable)
\$20.00	Traditional (Per year; spayed or neutered; per dog; non-transferable)
\$40.00	Lifetime (Spayed or neutered; per dog; non-transferable)
\$60.00	Lifetime (Not spayed or neutered; per dog; non-transferable)
Lifetime licenses are good for 3 years or when the rabies shot expires. At the time proof of rabies needs to be brought in and a new tag will be issued for \$5. If this tag is purchased they will be able to renew the license when the dog is vaccinated instead of needing to do it yearly.	
<b>PUBLIC WORKS / WATER</b>	
\$10.00	Fire Hydrant Use Permit-Daily rental charged for using fire hydrant, valve and meter. (6 days per week)
\$0.02	Fire Hydrant Use Permit-Per gallon charge for water used.
\$2,000.00	Fire Hydrant Use Deposit
\$500.00	Excavation Permit Fee (Administrative, Engineering and Inspections). Includes 4 inspections.
\$25.00	Water Board Submittal-Application fee per unit/lot for water advisory board submittals.

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	\$400.00	Water Lease: Water Lease Annual Cost
	\$11,500.00	System Enhancement Fee - One time cost for Water System Development (Transportation, Treatment and Storage)
WL		WATER LEASE per lease agreement
CF		IRRIGATION CONVERSION FEE - assessed by Midway Irrigation. Fee is collected & passed through to Midway Irrigation.
PB		PRIOR BALANCE
PF / month	\$3.00	PUMPING FEE - in Homestead Pressure Zone - Operating & Maintenance costs
PF / month	\$8.00	PUMPING FEE - in Alpenhof - Operating & Maintenance costs
MC		METER COST - set by ordinance based on Meter Size
WA		WATER - fee set by ordinance

**New Rates**

Meter Size (Inches)	Allowed Usage (Gallons/Month)	Rate	Overage	
			0 - 5,000 gallons	5,000+ gallons
3/4	10,000	\$28	\$3.73 per 1,000 gallons	\$4.67 per 1,000 gallons
1	20,000	\$56		
1 1/2	40,000	\$112		
2	70,000	\$196		
3	160,000	\$448		
4	300,000	\$840		
6	640,000	\$1,792		

	\$25.00	RE-CONNECTION FEE - to resume service after first termination
	\$400.00	RE-CONNECTION FEE - to resume service after second or subsequent terminations
	\$1,300.00	CONNECTION FEE - 3/4 inch meter
	\$1,600.00	CONNECTION FEE - 1 inch meter
	\$3,200.00	CONNECTION FEE - 1 1/2 inch meter
	\$3,600.00	CONNECTION FEE - 2 inch meter
		Other sizes based on actual cost

**PUBLIC WORKS / USE OF EQUIPMENT - 1 employee supplied with equipment unless otherwise specified**

	\$50.00	Application Fee
	\$31.00/hr.	Cleaning Services
	\$31.00/hr.	Personnel
	\$137.50	Street Mechanical Sweeper
	\$137.50	Street Mechanical Sweeper - Pre-Event
	\$137.50	Street Vacuum Sweeper
	\$137.50	Street Vacuum Sweeper - Pre-Event
	\$38.55	Air Compressor
	\$55.50	Hydraulic Truck
	\$46.70	1 Ton Truck w/dump
	\$75.00	Backhoe - Includes One Employee
	\$75.00	Mini-Excavator
	\$114.00	Bucket Truck
	\$66.10	Small Loader
	\$70.00	RTV
	\$70.00	Misc. Vehicle
	\$96.30	Snowplow
	\$131.55	Snow Blower Attachment
	\$31.00/hr.	Code Enforcement
	\$31.00/hr.	Set Up and Take Down of Load Zones
	\$31.00/hr.	Ground Crew
	\$100.00	Town Square City Park Rental - Resident

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\$200.00	Town Square City Park Rental - Non-Resident
\$50.00	Town Square Pavilion Rental - Resident
\$100.00	Town Square Pavilion Rental - Non-Resident
\$25.00	Centennial/Hamlet/Valais/Alpenhof Park Rental
\$31.00/hr.	Trash Removal on City Property
\$31.00/hr.	Trash Removal
\$40.00	Pressure Washing
\$40.00	Pressure Washing - Pre-Event - Includes One Employee
\$1.00	Trash Bags
\$15.00	Restroom Cleaning
\$15.00	Generator
\$0.60	Traffic Control Cones/Each/Per Day
\$0.60	Traffic Control Candles/Each/Per Day
\$1.50	Traffic Control Signs/Each/Per Day
\$2.50	Traffic Control Sign Stands/Each/Per Day
102.00/Hourly	Vacuum Trailer - Includes Two Employees
<b>CEMETERY</b>	
<b>Cemetery Fees (Use Limited to Residents of ZIP Code 84049)</b>	
\$500.00	Burial Space
\$600.00	Weekday Opening/Closing Burial
\$800.00	Saturday Opening/Closing Burial
\$250.00	Weekday Opening/Closing Infant Burial
\$350.00	Saturday Opening/Closing Infant Burial
\$350.00	Single Niche
\$250.00	Weekday Opening/Closing Niche
\$350.00	Saturday Opening/Closing Niche
\$150.00	Niche Engraving & Handling Fee's: Name Birth Date/Death Date (No Art Work Allowed)
\$250.00	Per Hour Fee (After 3:00 p.m.)
<b>Other Fees</b>	
\$100.00	Headstone Inspection and Removal/Replacement Fee: this fee is charged when a headstone/monument has been requested to be moved and is not associated with the interment.
\$1,500.00	Disinterment (weekdays only).
\$25.00	Certificate Transfer Fee
Separate perpetual care and annual lawn care fees were eliminated on Dec. 31, 2012.	
Residency restriction added on Dec. 10, 2014.	
Gravesites purchased previously for which no perpetual care assessment was paid will be charged an addition 60% of the opening and closing fee at the time of burial	
<b>BUILDING SAFETY</b>	
\$3.50	UPS Store Copies 2' x 3' (per page) or actual charge if more
\$0.40	Time (.40 / min) - Admin Asst - time spent gathering documents to be copied and going to the UPS store to make large format copies.
\$10.00	Yellow Permit Card (no charge for 1st card, additional cards \$10 ea.) Building permit to post at job site
\$50.00	Post-Approval Review (gas line, engineering, truss, REScheck, other) minimum (\$50 / hour)
<b>Non-Taxable</b>	
\$75.00	After Hours Inspection/per hour

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variable	Deposit (varies depending upon cost of project, not to exceed plan review amount)
\$1,500.00	Final Completion Deposit (residential only, permits 07-126 forward)
variable	Plan Review (65% of the building permit fee)
\$50.00	Post Issuance Review
\$50.00	Re-inspection Fee
variable	Registered Plan Review (15% of the building permit fee)
variable	Re-Open Expired Permit (50% of Original Permit Fee)
\$1,000.00	New Single Family Dwelling Permit Deposit
\$250.00	Residential Temporary Certificate of Occupancy for new SFD thru permits 07-125, and all remodels/partials as required
\$325.00	Commercial Temporary Certificate of Occupancy
	<b>Permit Type (+1% state/City surcharge added)</b>
\$15.00	Modification of existing gas line
\$15.00	Water heater change-out
\$15.00	Furnace change-out
\$50.00	Electrical meter up-grade, relocation, or repair
\$100.00	Basement Finish
\$25.00	Recovering roof (second layer of shingles)
\$50.00	Reroofing (removing all old roofing material and installing new)
	<b>Site Disturbance Permit Fees:</b>
\$25.00	Permit
\$25.00	Plan Review
	<b>Grading Permit Fees</b>
50 cubic yards or less	\$25.00
51-100 cu yd	\$37.00
101-1,000 cu yd	\$50.00 for the first 100 cubic yards plus \$15.00 for each additional 100 cubic yards or fraction thereof
1,001 - 10,000 cu yd	\$185.00 for the first 1,000 cubic yards plus \$13.00 for each additional 1,000 cubic yards or fraction thereof
10,001 - 10,000 cu yd	\$301.00 for the first 10,000 cubic yards plus \$11.00 for each additional 10,000 cubic yards or fraction thereof
100,001 cu yd or more	\$401.00 for the first 100,000 cubic yards plus \$9.00 for each additional 10,000 cubic yards or fraction thereof
	<b>Demolition Permit</b>
	A Demolition permit would require a minimum of two inspections: prior to approving for demolition, and after all regrading is complete to assure the requirements of the Site Disturbance ordinance have been met.
	In addition to the fees as currently adopted, a demolition permit fee is adopted as follows:
\$50.00	For the demolition of a structure up to and including 5,000 square feet
\$100.00	For the demolition of a structure in excess of 5,000 square feet

**Square Foot Construction Costs** <sup>a, b, c, d</sup>

Group (2012 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	229.03	221.51	216.10	207.06	194.68	189.07	200.10	177.95	171.21
A-1 Assembly, theaters, without stage	209.87	202.35	196.94	187.90	175.62	170.01	180.94	158.89	152.15
A-2 Assembly, nightclubs	177.89	172.85	168.07	161.49	151.98	147.78	155.80	137.68	132.99
A-2 Assembly, restaurants, bars, banquet halls	176.89	171.85	166.07	160.49	149.98	146.78	154.80	135.68	131.99
A-3 Assembly, churches	211.95	204.43	199.02	189.98	177.95	172.34	183.02	161.22	154.48
A-3 Assembly, general, community halls, libraries, museums	176.88	169.36	162.95	154.91	141.73	137.12	147.95	125.00	119.26
A-4 Assembly, arenas	208.87	201.35	194.94	186.90	173.62	169.01	179.94	156.89	151.15
B Business	182.89	176.17	170.32	161.88	147.55	142.00	155.49	129.49	123.76
E Educational	195.85	189.10	183.56	175.25	163.21	154.58	169.21	142.63	137.99
F-1 Factory and industrial, moderate hazard	108.98	103.99	97.83	94.17	84.37	80.56	90.16	69.50	65.44
F-2 Factory and industrial, low hazard	107.98	102.99	97.83	93.17	84.37	79.56	89.16	69.50	64.44

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H-1 High Hazard, explosives	102.01	97.02	91.86	87.20	78.60	73.79	83.19	63.73	N.P.
H234 High Hazard	102.01	97.02	91.86	87.20	78.60	73.79	83.19	63.73	58.67
H-5 HPM	182.89	176.17	170.32	161.88	147.55	142.00	155.49	129.49	123.76
I-1 Institutional, supervised environment	180.72	174.14	169.28	161.12	149.06	145.04	161.12	133.69	129.43
I-2 Institutional, hospitals	308.50	301.79	295.93	287.50	272.14	N.P.	281.10	254.09	N.P.
I-2 Institutional, nursing homes	213.56	206.85	200.99	192.56	179.22	N.P.	186.16	161.17	N.P.
I-3 Institutional, restrained	208.37	201.66	195.80	187.37	174.54	167.98	180.97	156.48	148.74
I-4 Institutional, day care facilities	180.72	174.14	169.28	161.12	149.06	145.04	161.12	133.69	129.43
M Mercantile	132.61	127.57	121.79	116.21	106.35	103.15	110.52	92.05	88.36
R-1 Residential, hotels	182.28	175.70	170.83	162.68	150.87	146.84	162.68	135.49	131.23
R-2 Residential, multiple family	152.86	146.27	141.41	133.25	122.04	118.01	133.25	106.66	102.41
R-3 Residential, one- and two-family	143.93	139.97	136.51	132.83	127.95	124.61	130.57	119.73	112.65
R-4 Residential, care/assisted living facilities	180.72	174.14	169.28	161.12	149.06	145.04	161.12	133.69	129.43
S-1 Storage, moderate hazard	101.01	96.02	89.86	86.20	76.60	72.79	82.19	61.73	57.67
S-2 Storage, low hazard	100.01	95.02	89.86	85.20	76.60	71.79	81.19	61.73	56.67
U Utility, miscellaneous	77.10	72.64	68.12	64.64	58.13	54.28	61.62	45.49	43.33

- a. Private Garages use Utility, miscellaneous
- b. Unfinished basements (all use group) = \$15.00 per sq. ft.
- c. For shell only buildings deduct 20 percent
- d. N.P. = not permitted

SFD Valuation Figures	
Per Square Foot Value	Area
\$30.00	Crawl Space/Slab
\$35.00	Unfinished Basement
\$55.00	Finished Basement
\$100.00	Main Floor
\$135.00	walls over 10'
\$100.00	Second Floor Finished
\$135.00	walls over 10'
\$50.00	Second Floor Unfinished
\$20.00	Attic Storage
\$50.00	Garage
\$30.00	Covered Porch/Deck
\$25.00	Open Deck

EXAMPLE

Occupancy Classification	Type of Construction	Value	Sq. Ft.	Total
A-4	VB	\$107.02	1864	\$199,485.28
SFAG				
<b>TOTAL</b>				
<b>Building Permit Fee Table</b>				
				<b>Fee</b>
<b>Building Permit Fee*</b>				
\$ 1,027.00	\$ 100.00	\$ 7.00	\$700.00	\$1,727.00
<b>Plan Check Fee**</b>				\$1,122.55
<b>State 1% Surcharge</b>	\$ 13.82	\$3.45		\$17.27
<b>TOTAL</b>				\$2,866.82

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\$1 TO \$500	\$24
\$501 TO \$2,000	\$24 for the first \$500; plus \$3 for each additional \$100 or fraction thereof, to and including \$2,000
\$2,001 TO \$40,000	\$69 for the first \$2,000; plus \$11 for each additional \$1,000 or fraction thereof, to and including \$40,000
\$40,001 TO \$100,000	\$487 for the first \$40,000; plus \$9 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 TO \$500,000	\$1027 for the first \$100,000; plus \$7 for each additional \$1,000 or fraction thereof, to and including \$500,000
\$500,001 TO \$1,000,000	\$3827 for the first \$500,000; plus \$5 for each additional \$1,000 or fraction thereof, to and including \$1,000,000
\$1,000,001 TO \$5,000,000	\$6327 for the first \$1,000,000; plus \$3 for each additional \$1,000 or fraction thereof, to and including \$5,000,000
\$5,000,001 and over	\$18,327 for the first \$5,000,000; plus \$1 for each additional \$1,000 or fraction thereof
Once valuation has been established, this table is used to calculate permit fee	
Building Permit Fee calculated as per Appendix L of the 2006 IRC	
Administrative/Plan Check Fee is at 65% of the building permit fee; successive registered at \$50.00 / hour	
<b>BLDG SAFETY COLLECTS FOR ANOTHER ENTITY OR DEPT</b>	
\$3,290.00	HVSSD - Impact Fee
\$100.00	MSD - Lateral Inspection Fee
\$2,450.00	MSD - Sewer Impact Fee
\$1,000.00	Park Impact Fee
\$1,750.00	Public Facilities Deposit
\$806.00	Trails Impact Fee
\$2,750.00	Transportation Impact Fee
\$800.00	Water Connection Fee
\$2,300.00	Water Impact Fee (3/4" meter)
\$3,833.00	Water Impact Fee (1" meter)
\$7,677.00	Water Impact Fee (1.5" meter)
\$12,267.00	Water Impact Fee (2" meter)
\$26,833.00	Water Impact Fee (3" meter)
\$76,667.00	Water Impact Fee (4" meter)
The impact fee for meter sizes greater than 4.0 inches shall be determined by the City Engineer on a case by case basis.	
\$50.00	Water Meter Installation
\$1,500.00	WATTS - Line Extension Fee
<b>PLANNING / ZONING</b>	
<b>Business Licenses</b>	
\$3,000.00	Business/Event License - Swiss Days/Swiss Christmas
\$65.00	Business License
\$65.00	Temporary Business License
\$50.00	Festival Market Business License Application Fee
\$50/Day	Festival Market Business License - 3rd Party Vendor Fee (Paid by the business owner for each 3rd party vendor). For the Thursday, Friday, or Saturday of the Labor Day Weekend commonly falling the last week of August or the first week of September each year.
\$5/Day	Festival Market Business License - 3rd Party Vendor Fee (Paid by the business owner for each 3rd party vendor). For all days except the Thursday, Friday, or Saturday of the Labor Day Weekend commonly falling the last week of August or the first week of September each year.
\$50.00	Food Truck Business License - Per Occurrence (Paid by sponsoring business) or
\$200.00	Food Truck Business License - Yearly (Paid by sponsoring business)
\$115.00	Restaurant Business License
\$165.00	Commercial Retail License for store 5,000+ square feet of floor space
\$75 - \$400	Hotel Business License \$3.00 per unit – Minimum of \$75 and Maximum of \$400
\$450.00	Class A Beer License
\$450.00	Class B Beer License
\$550.00	Class C Beer License
\$65.00	Solicitor License +\$1,000 BOND
\$0.50	Late Fee on Unpaid Business Licenses up to 30 days late
\$1.00	License Fee + 100% late fee on unpaid licenses Over 30 days but less than 6 months

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\$65.00	For unpaid licenses over six months – Businesses must reapply, pay required fees and obtain new inspections
\$50.00	Special Event Application Fee
\$25.00	Special Event Recurring Fee - per each instance of a Special Event
\$100.00	Special Event Liquor License
\$200.00	Board of Adjustment Application Fee
\$30.00	Transient Rental Inspection Trip Fee
\$100.00	Transient Lodging Unit Rental
\$15.00	Transient Lodging Unit Rental - Condominium Hotel ("Hotel" in plat title and no kitchen facilities)
\$50.00	Transient Rental Unit Property Manager business license (annual)
\$50.00	Sign Permit
\$25.00	Fine/Retrieval Fee for Illegally Placed Signs
\$3.00	Zoning Map
\$200.00	Board of Adjustment Application Fee

<p><b>Annexation Fee</b>          Application - \$1,000 (5 acres or less) or \$200/acre (Over 5 acres).</p>	<p><b>Legal and Engineering Review Deposit</b>          Application - \$100/acre (\$1,000 minimum and \$10,000 maximum).</p> <ul style="list-style-type: none"> <li>· If the amount in the deposit is depleted down to ¼ of the initial amount then all review is put on hold. The hold is in place until the funds are increased to the initial deposit amount or an amount less than the initial amount. This possible lesser amount will be determined by staff based on the project's level of completion.</li> <li>· Prior to recording of any annexation, payment of fees must be current</li> </ul>
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<p><b>Disconnection Fee</b>          Application - \$500 (5 acres or less) or \$100/acre (Over 5 acres).</p>	<p><b>Legal and Engineering Review Deposit</b>          Application - \$50/acre (\$500 minimum and \$5,000 maximum).</p> <ul style="list-style-type: none"> <li>· If the amount in the deposit is depleted down to ¼ of the initial amount then all review is put on hold. The hold is in place until the funds are increased to the initial deposit amount or an amount less than the initial amount. This possible lesser amount will be determined by staff based on the project's level of completion.</li> <li>· Prior to recording of any disconnection, payment of fees must be current</li> </ul>
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<p><b>Planning Fee</b>  <b>Subdivision (no new roads)</b>          Consultation – Free          Preliminary - \$150/unit          Final - \$150/unit</p>	<p><b>Legal and Engineering Review Deposit</b>  <b>Subdivision (no new roads)</b>          Preliminary - \$500 minimum or \$200/unit whichever is greater          Final - \$500 minimum or \$200/unit whichever is greater - only if staff determines it is necessary based on funds that remain in account after preliminary</p>
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	<ul style="list-style-type: none"> <li>· If the amount in the deposit is depleted down to ¼ of the initial amount then all review is put on hold. The hold is in place until the funds are increased to the initial deposit amount or an amount less than the initial amount. This possible lesser amount will be determined by staff based on the project's level of completion.</li>   <li>· Prior to recording of any plat, payment of taxes and fees must be current</li> </ul>
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<p><b>Planning Fee</b>  <b>Subdivision (new roads)</b>          Consultation – Free          Planning Commission Concept - Free            Preliminary - \$300/unit          Final - \$100/unit</p>	<p><b>Legal and Engineering Review Deposit</b>  <b>Subdivision (new roads)</b>          Preliminary - \$2,000 minimum or \$400/unit whichever is greater - \$20,000 maximum            Final - \$2,000 minimum or 400/unit whichever is greater - only if staff determines it is necessary based on funds that remain in account after preliminary</p> <ul style="list-style-type: none"> <li>· If the amount in the deposit is depleted down to ¼ of the initial amount then all review is put on hold. The hold is in place until the funds are increased to the initial deposit amount or an amount less than the initial amount. This possible lesser amount will be determined by staff based on the project's level of completion.</li>   <li>· Prior to recording of any plat, payment of taxes and fees must be current</li> </ul>
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<p><b>Planning Fee</b>  <b>Phased Development</b>          Consultation – Free          Planning Commission Concept – Free          Master Plan Review - \$1,000 minimum or \$100/un</p> <ul style="list-style-type: none"> <li>· Each phase then must be processed through the Preliminary and Final approval process as listed in the Subdivision (new roads) section of this chart</li> </ul>	<p><b>Legal and Engineering Review Deposit</b>  <b>Phased Development</b>          Master Plan Review - \$2,000 minimum or \$400/unit whichever is greater - \$20,000 maximum</p> <ul style="list-style-type: none"> <li>· If the amount in the deposit is depleted down to ¼ of the initial amount then all review is put on hold. The hold is in place until the funds are increased to the initial deposit amount or an amount less than the initial amount. This possible lesser amount will be determined by staff based on the project's level of completion.</li> </ul>
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<p><b>Planning Fee</b></p> <p><b>Resorts</b></p> <p>Consultation – Free          Planning Commission Concept – Free          Master Plan Review - \$20,000 minimum or \$100/EU whichever is greater</p> <p style="padding-left: 40px;">· Each phase then must be processed through the Preliminary and Final approval process as listed in the Subdivision (new roads) section of this chart</p>	<p><b>Legal and Engineering Review Deposit</b></p> <p><b>Resorts</b></p> <p>Master Plan Review - \$20,000 or \$100/Eu whichever is greater          Preliminary - \$2,000 minimum or \$400/unit whichever is greater - \$20,000 maximum          Final - \$2,000 minimum or 400/unit whichever is greater - only if staff determines it is necessary based on funds that remain in account after preliminary</p> <p style="padding-left: 40px;">· If the amount in the deposit is depleted down to ¼ of the initial amount then all review is put on hold. The hold is in place until the funds are increased to the initial deposit amount or an amount less than the initial amount. This possible lesser amount will be determined by staff based on the project's level of completion.</p>
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<p>Professional Review Deposit that is required for any application that requires legal and engineering review (unspent deposit funds)</p> <p>\$500 unless determined differently by staff</p> <p style="padding-left: 40px;">· If the amount in the deposit is depleted down to ¼ of the initial amount then all review is put on hold. The hold is in place until the funds are increased to the initial deposit amount or an amount less than the initial amount. This possible lesser amount will be determined by staff based on the project's level of completion.</p>	
<p>Out of Pocket expense account amounts are set by the City Planner at the time of the specific application</p>	
\$0.00	miscellaneous application to be heard before the City Council – may require professional review deposit if determined by staff
\$100.00	Development Review Committee (DRC) – to be subtracted from Preliminary application once submitted for review
\$300.00	Architect review fee for commercial building (up to 2 hours; over 2 hours \$150 per hour)
\$50 / hour	Planner review of proposed development (1st hour free)
\$250.00	Concept Plan Review with Planner
\$1,000.00	Review of Residential or Assisted Living Facility (plus \$5,000 if required to go through hearing process before Planning Commission and/or City Council)
\$250.00	Appeal of planning decision (heard by Staff)
\$2,000.00	Appeal of planning decision (heard by Planning Commission and/or City Council)
\$1,000.00	Request for Amendment to Annexation Agreement (plus \$2,000 for outside professional review or services)

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\$1,000.00	Request for Amendment to Master Plan (plus \$2,000 for outside professional review or services)	
\$1,000.00	Request for Amendment to Development Agreement (plus \$2,000 for outside professional review or services)	
\$1,000.00	Request for Amendment to General Plan (plus \$2,000 for outside professional review or services)	
\$500 plus out of pocket expenses incurred	Plat Amendment	
\$500 + out of pocket expenses incurred	Conditional Use Permit	
\$100.00	Lot Boundary Adjustment	
\$750.00	Application for Certificate of Zoning Compliance	
\$100.00	Application for Land Use Verification	
\$300 plus out of pocket expenses incurred	Application for Historic Building Permit	
\$100 + Costs	Miscellaneous Services (Waived for entities with a 501(C)(3) designation)	
\$500 + Costs	Application for Variance	
\$1,000 + Costs	General Plan Amendment	
\$50.00	Sign Permit	Fee charged for sign permit.
\$300.00	Site Plans: Amendment Application Fee	Application fee for site plan amendment approval.
\$300.00	Site Plans: Application Fee	Application fee for site plan approval.
\$150.00	Site Plans with Units: Application Fee Per Unit/Lot	Per unit/lot application fee for site plan approval.
\$600.00	Site Plans with Units: Base Application Fee	Base application fee for site plan approval, if greater than per unit fee.
\$1,000.00	Zone Text Change Request (plus out of pocket legal or other expenses)	
\$1,000.00	Other Code Text Amendment Application (plus out of pocket costs)	
\$400.00	Zoning Change Request	Application fee for zoning change request up to one acre, plus 250.00 per acre
\$3.00	Zoning Map	
	Site Plans-\$600.00 or \$150.00 per unit, whichever is greater	
\$100.00	Plat Extension Application - for each year extension is requested	
\$500.00	Variance Application (per application)	
\$30.00	Sewer Board Fees / unit or lot for preliminary	
\$15.00	Sewer Board Fees / unit or lot for final	

**ENGINEERING**

<p><b>Engineering Construction Deposit</b> \$1,000 minimum or 5% of the entire estimate of the construction cost including contingency as determined by the City Engineer, whichever is greater</p>	<p>If the amount in the deposit is depleted down to ¼ of the initial amount then all work is put on hold. The hold is in place until the funds are increased to the initial deposit amount or an amount less than the initial amount. This possible lesser amount will be determined by staff based on the project's level of completion.</p>
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