

Midway City Council
1 March 2022
Work Meeting

Resolution 2022-06 /
Cemetery Fees



CEMETERY OF MIDWAY CITY, UTAH

PROPOSED BURIAL RATES AND OTHER FEE SCHEDULE

BURIAL PLOT SALES	PRIMARY RESIDENT	Primary Wasatch County, Resident	NON-RESIDENT, NON-PRIMARY RESIDENT	Burial Plot Sizes	Number of Burials Allowed
SINGLE PLOT	\$ 1,500.00	\$ 1,600.00	\$ 3,200.00	8 FT Length by 4ft Width	1 Adult/Child Vault
STACKED PLOT	\$ 1,600.00	\$ 3,200.00	\$ 6,400.00	8 ft L by 4 ft W by 8 ft D	2/Adult/Child Vaults
INFANT PLOT	\$ 1,500.00	\$ 1,600.00	\$ 3,200.00	8 ft L by 4ft W by 30" D	4/Infant Vaults
CREMATION STANDARD PLOT	\$ 1,500.00	\$ 1,600.00	\$ 3,200.00	8 ft L by 4ft W by 30" D	6/Cremation Vaults
CREMATON NICHE	\$ 750.00	NA	NA	10" x 10" x 10"	1 per unit
BURIAL PLOT PER QAULIFIED PERSON	4 lots Per Resident of 84049 Zip Code	2 lots per Wasatch County Resident	2- Burial Plots Per Applicant		

OPENING AND CLOSING FEE'S:	WEEKDAY'S MONDAY TO THURSDAY	WEEKEND'S FRIDAY & SATURDAY	ADDTION HOURLY CHARGE AFTER 3:00 PM
SINGLE PLOT	\$ 800.00	\$ 1,200.00	\$ 400.00
STACKED PLOT LEVEL 2	\$ 1,200.00	\$ 1,200.00	\$ 400.00
STACKED PLOT LEVEL 1	\$ 800.00	\$ 1,200.00	\$ 400.00
INFANT PLOT (6)	\$ 350.00	\$ 450.00	\$ 100.00
CREMATION STANDARD PLOT	\$ 350.00	\$ 450.00	\$ 100.00
CREMATION STANDARD VAULT	\$ 295.00	NA	NA
CREMATON NICHE Includes engraving (names and dates)	\$ 250.00	\$ 350.00	\$ 100.00

OTHER CEMETERY FEES	ADDITIONAL FEE AMOUNT
BURIAL PLOT RESEAERCH FEE	\$ 50.00
REPLACEMENT CERTIFICATE OF BURIAL RIGHTS FEE	\$ 50.00
TRANSFER OF OWNERSHIP FEE	\$ 50.00
HEADSTONE REMOVAL AND INSPECTION FEE	\$ 200.00
ADULT DISINTERMENT FEE	\$ 1,500.00
INFANT AND CREMATION DISINTERMENT FEE	\$ 500.00
CREMATION NICHE DISINTERMENT FEE	\$ 100.00

Midway City Resident

A resident is classified as a person who claims to be aPrimary Resident who lives within the 84049 Zip Code.

Wasatch County Resident

is classified a person who's Primary Residence is located within the Wasatch County Boundaries.

Non-Residence

is classified as person who claims Primary Residence out side of the Midway and Wasatch County Boundaries.



RESOLUTION 2022-__

A RESOLUTION SETTING FORTH THE ADMINISTRATIVE PROCEDURE FOR DETERMINING OWNERSHIP OF A BURIAL RIGHT CERTIFICATE OR DEED, AND RELATED MATTERS

WHEREAS, Midway City owns and operates the Midway City Cemetery; and

WHEREAS, historically there have been issues regarding the tracking of ownership of certain cemetery plots that have been sold, but the City may not have the correct name or contact information of the current claimants to those plots; and

WHEREAS, there are also cases where the ownership of one or more cemetery plots is the subject of a dispute between surviving heirs of the original purchaser; and

WHEREAS, it is in the best interest of the City and its residents to update the policies and procedures of the cemetery, specifically with respect to the sale and tracking of ownership of cemetery plots; and

WHEREAS, the Midway City Council has determined that amendments to the City Policies and Procedures Manual, and to various forms and fee schedules regarding the Cemetery are necessary; and

WHEREAS, the City Council finds that there is good cause adopting the changes set forth herein.

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

1. The Cemetery Rate Schedule, attached hereto as Exhibit “A”, is hereby adopted.

2. The updated Certificate of Burial Rights form attached hereto as Exhibit “B” is hereby adopted. The Midway City staff is directed to use this form for all future purchases or transfers of Burial Rights. Further, the Midway City staff is directed to work on updating the cemetery records, and replacing old deeds, certificates or other evidence of plot purchases, with the new form.

3. The Midway City Policies and Procedures are hereby amended as follows:

***13.4 Policy re Process for Adjudicating Claims for Midway Cemetery Plots:
Application for Burial; Process to Determine Ownership of Burial Rights; Quiet
Title Action for Unclaimed Plots.***

I. When immediate interment is requested on Plot:

When an Owner of Burial Rights in the Midway City Cemetery desires to have a person buried on a Plot in the Cemetery, the Owner or another Applicant shall complete and submit the following:

1. Application Process When Deed or Certificate Available:

If the Applicant has the original Deed for Burial Plot Rights issued by Midway City, the Applicant shall submit the following:

A. Application Form: Applicant shall fill out and submit the Application Granting Permission for Burial Right form, with required attachments, available from the Midway City Sexton or Midway City Staff. Applicant shall also pay the Application fee set by Midway City.

B. Proof of Ownership of Burial Right: If the person to be interred on the Plot is the person named as the Owner of the original Deed, Applicant shall submit the original Deed for Burial Rights in Midway Cemetery, issued by Midway City. If the person to be interred is not the person named as the Owner of the original Deed, the Owner of the original Deed must indicate on the Application Form their consent to have the person interred in a Plot that is shown on the original Deed. If the Applicant is the person named in the Deed, submission of the Deed shall be prima facie evidence of the right to bury on that Plot.

C. Midway City Staff authorized to approve burial when proper Deed or Certificate is submitted: When the Applicant seeking permission for a Burial Right is the person named on the Deed or Certificate, Midway City Staff members are authorized to approve the interment. Similarly, when the Application is for the interment of the person named on the Deed or Certificate, the Midway City Staff is authorized to approve the interment of the remains of the person named on the Deed.

D. Deed for Single Plot: In the event the Deed or Certificate is for a single Plot, the Deed or Certificate must be surrendered to the Midway City Sexton, who will mark the Deed or Certificate as “Retired” and shall retain the retired Deed or Certificate in the Midway City Records.

E. Multiple Plots on Deed, Notation on Deed; Issuance of Amended Deed: If the Deed is for more than one Plot, the Midway City Sexton shall note on the official records of the City which Plots have been used, who is interred there, and who authorized the interment. The Sexton shall also record which Plots remain unused. In addition, the original Deed or Certificate must be surrendered and new certificate issued by Midway City Staff. Midway City shall retain the surrendered deed, or an accurate digital copy thereof, and shall amend its official Cemetery Plot Map accordingly.

F. Deed in the Name of Trust or Corporate Entity: If the Deed is in the name of a Trust or a Corporate Entity, the following information must be submitted along with the Application Form and the Deed:

- 1) Trust:
 - a) Certificate of Trust.
 - b) Proof of identity of Trustee.
 - c) Consent of other Trustees named in Trust.
- 2) Corporate Entity:
 - a) Certificate of Good Standing.
 - b) Evidence of Managing Partner, Member or other Authorized Agent.
 - c) Proof of Identity of Managing Partner, Member or other authorized agent.

2. Application Process when Applicant is not the person named on the Deed or Certificate, the Person to Be Interred is not the Person Named on the Deed or Certificate or no Deed or Certificate exists:

A. Submittal of a Midway Cemetery Plot Claim form. In the event the Applicant either 1) does not have a properly issued original Deed of Burial Right or Certificate of Burial Right issued by Midway City, or 2) the Deed produced by the Applicant is not in the name of the Applicant, or 3) the person to be interred on the Plot is not the person named on the Deed or Certificate, the Applicant must establish the sole and exclusive right to bury on the Plot. The burden of proof is on the Applicant and Midway City is not liable for lost Certificates or Deeds. If the original Deed or Certificate cannot be located, Applicant shall request an administrative determination of the Right to Bury on a Plot in the Midway City Cemetery by filing a “Burial Plot Claim of Ownership” form. Applicant may attempt to establish sole and exclusive rights by submitting the following documentation to the Sexton:

- 1) Application Form: Completed “Burial Plot Claim of Ownership” form with the related fee as set by Midway City.

- 2) Proof of Ownership of Burial Right: Applicant may attempt to establish sole and exclusive rights by submitting the following documentation:
- a) Testamentary Instrument: An executed will or trust document, signed by the person who is named in the Deed, clearly indicating that the Applicant is the beneficiary of the Deed of Burial Right.
 - i. In the event Applicant is named as one of multiple potential claimants, Applicant shall also submit signed and notarized Consent and Waiver forms signed by all other potential claimants. Copies of the Consent and Waiver form can be obtained from Midway City Staff.
 - ii. Indemnification Agreement required.
 - b) Affidavit from Person named on Deed: Affidavit from person or persons named on Deed along with appropriate Transfer Documents when applicable.
 - c) Miscellaneous Information: Any other documents reasonably available which would be relevant to the decision-making process regarding the Application.
- 3) Merely establishing that Applicant is a descendant of the person named on the Deed or Certificate **is not** sufficient to establish sole and exclusive right to bury on the Plot.
- 4) If the Deed or Certificate is the name of a Trust or Corporate Entity, the following documentation required:
- a) Trust:
 - i) Certificate of Trust.
 - ii) Copy of Trust language indicating who is the Trustee or Successor Trustee.
 - iii) Proof of Identity of person(s) claiming to be Trustee.
 - iv) Waiver and Consent from Co-Trustees.
 - b) Corporate Entity:
 - i) Certificate of Good Standing
 - ii) Evidence of Managing Partner, Member or other Authorized Agent

- iii) *Proof of Identity of Managing Partner, Member or other authorized agent.*

B. Midway Sexton Decision. *Following receipt of the completed Application packet described above, the Midway City Sexton and Midway City Staff (including the Midway City Attorney, if necessary) shall complete a review of the Application. Review shall include a specific determination of the following questions:*

- 1) *Whether the Application is complete, and all required forms or documents have been submitted.*
- 2) *Whether other competing claims, or protests against the Application have been received and the probative weight thereof.*
- 2) *Whether the Application, together with other information submitted by the Applicant, establishes by a preponderance of the evidence that the Applicant is, indeed, the person or entity who should be entitled to the sole and exclusive Burial Rights on the Plot in question.*
- 3) *Whether other potential claimants have filed Consent and Waiver Forms.*
- 4) *The Sexton's opinion as to the likelihood of competing claims, protests or litigation being subsequently filed against the City.*
- 5) *The Sexton's decision.*

Absent unusual circumstances, such as multiple competing claimants, protests, etc., the Midway City Sexton shall complete his or her review and issue a written decision within five (5) business days of receipt of a complete Application packet.

3. Administrative Review Process. *If an Applicant disagrees with the decision issued by the Midway City Sexton, they may request an Administrative Review Hearing conducted by the Midway City Council. The request for a hearing must be in writing and must be received by the City Clerk before the end of the tenth (10th) business day after the Applicant's receipt of the written decision from the Midway City Sexton. If no written request for an Administrative Review Hearing is received by the City within this time, the Applicant will be deemed to have agreed with the Sexton's decision, and that will constitute the final administrative decision of the City on the matter and the right to appeal shall be irrevocably waived.*

A. *If the City receives a written request for an Administrative Review Hearing contesting a decision by the Midway City Sexton in a timely manner, the City shall submit the decision to the Midway City Council for an Administrative Hearing.*

B. *The Midway City Council shall conduct the Administrative Review according to the following process:*

- 1) *Hearing to be held within 30 days at a regularly scheduled Council Meeting*
- 2) *Notice: Notice of the hearing shall be given at least fourteen (14) days prior to the hearing. A person or entity requesting an Administrative Review Hearing who fails to appear at the hearing, after receiving proper notice, shall waive the right to an Administrative Review Hearing as if not hearing had been requested.*
- 3) *Public Meeting: The hearing shall be a public meeting. The hearing shall be recorded or otherwise documented so that a true and correct transcript may be made of the proceedings.*
- 4) *Presentation of Evidence: Both the City and the Applicant shall have the opportunity to speak, present evidence and call witnesses at the hearing. The City Council may allow competent evidence and documentary evidence to be introduced at the hearing without observance of formal rules of evidence or procedure. Each side shall be allowed to be represented by an attorney, and to question and cross-examine witnesses. If the Applicant intends to be represented by an attorney, they must so inform the City Council and the City Attorney at least five (5) days prior to the hearing.*
- 5) *Decision of City Council: Following consideration of the Application and associated documents, the previously issued decision of the Sexton, and the evidence presented at the Review Hearing, the City Council may either:*
 - a) *Continue the matter for further consideration;*
 - b) *Approve the Sexton's decision; or*
 - c) *Reverse the Sexton's decision.*

If the Midway City Council does not Approve the Sexton's decision within thirty (30) days of the date of the Administrative Review Hearing, the Sexton's decision shall be deemed to be approved.

4. **Administrative Appeal Process:** *Any person or entity who disputes a decision issued by the City Council under Section 3 herein shall have the right to an Administrative Appeal Hearing. The Administrative Appeal Hearing shall be conducted as follows:*

A. *Request for Administrative Appeal Hearing. A written request for an Administrative Appeal Hearing must be received by the City within ten (10) business days of the date of the issuance of the Decision by the City*

Council. Failure to file a timely written request shall be deemed by the City to be an agreement by the Applicant with the decision of the City Council. The decision of the City Council shall then be considered to be the final administrative order of the City with respect to the matter. In the event a timely written request for an Administrative Appeal Hearing is received by the City, the City shall convene an Administrative Appeal Hearing within forty-five (45) days of the date of the receipt of the request.

B. Convening an Administrative Appeal Hearing. The City shall conduct an Administrative Appeal Hearing in the following manner:

- 1) Administrative Law Judge to Preside and conduct the Hearing. An administrative law judge appointed by the Mayor, with the Advice and Consent of the City Council, shall be chosen to conduct and preside at the Administrative Appeal Hearing. The administrative law judge does not need to be an appointed judge, mediator, arbitrator or retired judge. The administrative law judge may, but need not be, an employee of the City.*
- 2) Notice. Notice of the hearing shall be given at least fourteen (14) days prior to the hearing. A person or entity requesting an Administrative Appeal Hearing who fails to appear at the hearing, after receiving proper notice, shall waive the right to an Administrative Appeal Hearing as if no hearing had been requested.*
- 3. Public Meeting. The hearing shall be a public meeting. The hearing shall be recorded or otherwise documented so that a true and correct transcript may be made of the proceedings.*
- 4. Opportunity to Present Evidence. Both the City and the Applicant shall have the opportunity to speak, present evidence and call witnesses at the hearing. The administrative law judge may allow competent evidence and documentary evidence to be introduced at the hearing without observance of formal rules of evidence or procedure. Each side shall be allowed to be represented by an attorney, and to question and cross-examine witnesses. If the Applicant intends to be represented by an attorney, they must so inform the administrative law judge and the City Attorney at least five (5) days prior to the hearing.*
- 5. Applicant to Bear the Burden of Proof. The Applicant who is contesting the decision of the Midway City Council bears the burden of proof. The Standard of Proof shall be established by the preponderance of the evidence.*
- 6. Ruling of Administrative Law Judge. At the conclusion of the hearing, or within five (5) business days of the date of the hearing, the administrative law judge shall issue a written order and ruling.*

The order shall affirm or overturn the decision of the Council.

7. *Recordation of Order. The written order of the Administrative Law Judge shall be submitted to the Midway City Recorder and become part of the official records of Midway City.*
8. *Right to Appeal. Any person or entity adversely affected by the written Ruling and Order of the Administrative Law Judge may petition the Fourth District Court for the State of Utah for review of the Ruling and Order pursuant to Utah State Law.*
9. *Each Party to bear their own attorney fees. Each party shall bear their own costs and attorneys fees incurred in conducting the Administrative Review Hearing and / or the Administrative Appeal Hearing.*

II. Process for Establishing Ownership of Burial Rights when Immediate Interment is Not Being Requested.

Persons or entities claiming ownership of Burial Rights in the Midway City Cemetery are encouraged to make sure that Deeds or Certificates are in the proper name. Midway City is not liable for lost Deeds, or for Deeds that have not been properly transferred by the original Owners.

1. Establishing Ownership of Burial Rights. *It is the obligation of the Certificate or Deed owner to keep Midway City informed of address changes, proposed ownership changes and claims of ownership of Deeds or Certificates. The following procedures and policies shall govern the establishment of ownership claims:*

A. When Deed or Certificate Exists; Request for Authentication. *Owners of Deeds for Burial Rights in the Midway City Cemetery may submit a “Midway City Cemetery Deed Authentication Form” available from the Midway City Sexton. This form will be used to make sure that the Midway City Sexton’s official records match the Deed. This form can also be used to update contact information (including changes of addresses) to make sure the Midway City Cemetery records are in order. This is not the form that is used to transfer ownership of Deeds or Certificates.*

B. When Deed or Certificate Exists but Owner is Deceased. *Family members, Personal Representatives, Executors and Successor Trustees are required to submit a “Burial Plot Claim of Ownership” form, along with information conclusively establishing that the Applicant is the Personal Representative, Executor or Successor Trustee of the person named on the original Deed, that the person to whom the Deed is being transferred is the person who has the sole and exclusive right to inherit the Deed, and such other*

information as the Sexton determines necessary to support the transfer of the Deed to a new owner.

C. When No Certificate Exists. If no certificate exists, the existing records of the Midway City Cemetery shall be used to establish the original owner of the Deed or Certificate. It shall be the responsibility of persons claiming ownership to establish their claim as set forth herein. Failure to successfully establish a claim of ownership shall result in a Quiet Title action as set forth in Utah law.

D. When Ownership is uncertain or unknown. When Deed ownership is uncertain or unknown, interested persons may submit a Midway City Cemetery Plot Research Request Form. The Midway City Sexton or Midway City Staff shall research the existing Cemetery Records, and report their findings by filling out and returning a copy of the Form. Midway City may impose a reasonable fee to cover the cost of performing the research.

E. Decision by Sexton or Midway City Staff. Decisions regarding the establishment of ownership of Deeds for Burial Rights shall be made, in writing, by the Midway City Sexton. The Sexton may either:

1) Approve the claim and issue a replacement Deed. If the Sexton determines that the claim made by the applicant is conclusively established, the Sexton shall approve the claim in writing, and issue a replacement Deed. Applicant agrees to indemnify and hold harmless Midway City, its agents, employees, contractors or volunteer staff members, from any damages, claim, suit, or allegation arising from a decision of the Sexton which is based on information provided by Applicant.

2) Deny the claim. If the Sexton determines that the claim made by the Applicant has not been conclusively established, the Sexton shall deny the claim, in writing.

2. Administrative Review Process: Decisions of the Midway City Sexton are subject to Administrative Review by the City Council according to the process set forth in Section I.3. herein.

3. Administrative Appeal Process: Decisions of the Midway City Council are subject to Administrative Appeal according to the process set forth in Section I.4. herein.

III. Process for Quieting Title to Burial Rights on Plots Unclaimed and Unused for Sixty (60) Years or More.

Burial Plots that have remained unused and unclaimed for sixty (60) years or more shall be the subject of a Quiet Title action pursuant to the requirements of Utah State law.

1. **Utah State Law.** Section 8.5.1 et seq. of the Utah Code outlines the procedures for quieting title to lots that were conveyed by deed to a grantee, under the following conditions:

A. The grantee has not used portions of the lots during the past sixty (60) years; and

B. The grantee has not given the City written notice of any claim or interest in the lots.

The City shall follow all applicable notice requirements and other procedural steps as outlined in the State law.

IV. General Provisions.

1. **Burden of Proof to Establish Right to Bury on Cemetery Plot.** The burden of proof is on the Applicant or Owner to establish the sole and exclusive right to bury on a Midway Cemetery Plot. Midway City is not liable for lost Certificates or Deeds and the consequences resulting therefrom.

2. **Previous Interment is Prima Facie Proof of Right to Bury.** Previous interment on a Midway City Cemetery Plot is prima facie proof of the existence of a valid right to bury at the time of the interment. Midway City shall not exhume and move any remains absent a court order.

3. **Transfer of Deeds or Certificates.** Owners of Certificates or Deeds for Burial Rights in the Midway City Cemetery are encouraged to keep the ownership records updated. In order to facilitate proper record-keeping, the following procedures should be followed when transferring Certificates or Deeds.

A. **When Owner is alive:** If the named owner of the Certificate or Deed is alive and desires to transfer ownership of the Deed, they shall submit a "Burial Plot Claim of Ownership" form, along with the original deed. The Midway City Sexton or Midway City Staff shall review the form and the Deed, and if properly submitted, shall retire the original Deed and deliver a new Deed in the name of the transferee. The official records of the Midway City Cemetery shall reflect the change in ownership. The City may charge a reasonable fee for the administrative cost of transferring the Deed.

B. **When Owner is deceased:** If the named owner of the Certificate or Deed is deceased, the Applicant shall submit the information set forth in Section I.2. to establish ownership of the Deed. The Midway City Sexton shall follow the process set forth in Section I.2. to determine ownership. In the event the Sexton determines that the claim of ownership is valid, a new Deed shall be issued in the name of the new owner.

4. **Maintenance of Cemetery Records.** The Midway City Sexton, with the assistance of other Midway City Staff members, is the official registrar of all deeds, certificates and related documents regarding the Midway City Cemetery. The records of the Midway City Sexton shall

constitute the official records of the Midway City Cemetery and shall be presumed to be authentic and correct.

5. **Recordation of Cemetery Plat and Record of Deeds.** Pursuant to State law, the Midway City Sexton shall cause the plat of the Midway City Cemetery to be recorded in the office of the Wasatch County Recorder. Records of the sale of Deeds or Certificates for Burial Rights in the Midway City Cemetery shall be updated with the County Recorder as required by Utah State law.

6. **Indemnification.** Midway City consistently attempts to maintain accurate records regarding the Midway City Cemetery. Midway City may rely in good faith on the documentation or other evidence submitted by Applicants, unless contrary evidence prevents the City from doing so. In the event an Applicant applies for a burial right, or successfully establishes ownership pursuant to the procedures set forth herein, Applicant agrees to indemnify, defend and hold Midway City, its officers, employees, agents and volunteer staff, harmless from any and all costs, damages or expenses, including legal fees and costs, arising from Applicant's claims regarding burial rights or ownership of Deeds or Certificates, etc.

4. The Midway City Attorney, along with Midway City Staff, is directed to continue to update policies, procedures and forms regarding the operation of the Midway Cemetery and the sale and tracking of Burial Rights Certificates, and to update the historical records of the Cemetery to meet the requirements of the Code.

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

PASSED AND ADOPTED by the Midway City Council on the ____ day of _____, 2022.

MIDWAY CITY COUNCIL

	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 B. Gordon, City Attorney

EXHIBIT “A”
MIDWAY CEMETERY RATE SCHEDULE
2022



MIDWAY CITY FEE SCHEDULE

Effective 3/1/2022

ADMINISTRATIVE

ITEM		FEE
Copies	8.5" x 11" - black & white	\$0.25/copy
	8.5" x 11" - color	\$1.00/copy
	11" x 17" - black & white	\$0.50/copy
	11" x 17" - color	\$2.00/copy
	24" x 36" - black & white	\$3.00/copy
	24" x 36" - color	\$26.00/copy
	36" x 42" - black & white	\$5.50/copy
	36" x 42" - color	\$32.00/copy
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.		
Returned Check		\$20.00

BUILDING SAFETY

ITEM		FEE
After Hours Inspection		\$75.00/hr.
Copies	UPS Store Copies 2' x 3' or actual charge if more	\$3.50/page
	Time - Admin Asst - time spent gathering documents to be copied and going to the UPS store to make large format copies.	\$0.40/min.
Demolition Permit	For the demolition of a structure up to and including 5,000 square feet	\$50.50
	For the demolition of a structure in excess of 5,000 square feet	\$101.00
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.		
Deposit	Varies depending upon cost of project, not to exceed plan review amount	Variable
Final Completion Deposit	Residential only, permits 07-126 forward	\$3,000.00
Grading Permit	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
Permit (+1% state/city surcharge added)	Basement Finish	No charge
	Electrical meter up-grade, relocation, or repair	No charge
	Furnace change-out	No charge
	Modification of existing gas line	No charge
	Recovering roof (second layer of shingles)	No charge
	Reroofing (removing all old roofing material and installing new)	No charge
	Water heater change-out	No charge
Permit Deposit	New Single-family dwelling	\$1,050.25
Permit Fees	Current Appendix "L" IRC	
Plan Review	65% of the building permit fee	
Post-Approval Review	Post-Approval Review (gas line, engineering, truss, REScheck, other) minimum	\$50.00/hr.
Post-Issuance Review		\$50.00/hr.
Re-Inspection Fee		\$75.00
Re-Open Expired Permit	50% of original permit fee	Variable
Residential Valuations	Current Wasatch County Building Department valuation (Updated every 6 months in February and August)	
Site Disturbance	Permit	\$50.50
	Plan Review	\$50.50
Temporary Certificate of Occupancy	Commercial	\$750.00
	New single-family dwellings thru permits 07-125, and all remodels/partial as required	\$500.00

CURRENT ICC EVALUATION TABLE
(For All Permits Except Residential)

Square Foot Construction Costs ^{a, b, c}

Group (2018 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	263.06	254.15	247.55	237.53	223.05	216.60	229.90	207.42	199.94
A-1 Assembly, theaters, without stage	241.02	232.11	225.51	215.49	201.01	194.56	207.86	185.38	177.89
A-2 Assembly, nightclubs	205.93	199.80	194.89	186.91	176.19	171.34	180.27	159.46	154.02
A-2 Assembly, restaurants, bars, banquet halls	204.93	198.80	192.89	185.91	174.19	170.34	179.27	157.46	153.02
A-3 Assembly, churches	243.83	234.92	228.32	218.30	204.21	198.79	210.67	188.58	181.10
A-3 Assembly, general, community halls, libraries, museums	204.02	195.11	187.51	178.49	163.01	157.56	170.86	147.38	140.89
A-4 Assembly, arenas	240.02	231.11	223.51	214.49	199.01	193.56	206.86	183.38	176.89
B Business	212.46	204.72	197.90	188.18	171.81	165.32	180.77	151.15	144.35
E Educational	222.69	214.99	208.81	199.81	186.17	176.74	192.93	162.78	157.80
F-1 Factory and industrial, moderate hazard	125.58	119.68	112.86	108.68	97.37	92.83	104.02	80.23	75.34
F-2 Factory and industrial, low hazard	124.58	118.68	112.86	107.68	97.37	91.83	103.02	80.23	74.34
H-1 High Hazard, explosives	117.37	111.47	105.65	100.47	90.40	84.87	95.81	73.27	N.P.
H234 High Hazard	117.37	111.47	105.65	100.47	90.40	84.87	95.81	73.27	67.37
H-5 HPM	212.46	204.72	197.90	188.18	171.81	165.32	180.77	151.15	144.35
I-1 Institutional, supervised environment	211.58	204.34	198.27	190.28	175.02	170.20	190.53	156.95	152.25
I-2 Institutional, hospitals	355.95	348.21	341.39	331.67	314.48	N.P.	324.26	293.82	N.P.
I-2 Institutional, nursing homes	247.27	239.53	232.71	222.99	207.36	N.P.	215.58	186.70	N.P.
I-3 Institutional, restrained	241.59	233.85	227.03	217.31	202.46	194.97	209.90	181.80	173.00
I-4 Institutional, day care facilities	211.58	204.34	198.27	190.28	175.02	170.20	190.53	156.95	152.25
M Mercantile	153.55	147.41	141.50	134.53	123.48	119.63	127.88	106.75	102.31
R-1 Residential, hotels	213.59	206.35	200.28	192.29	176.78	171.95	192.54	158.70	154.00
R-2 Residential, multiple family	179.04	171.80	165.73	157.74	143.25	138.43	157.99	125.18	120.47
R-3 Residential, one- and two-family ^d	166.68	162.17	157.99	154.10	149.61	144.19	151.48	138.79	130.58
R-4 Residential, care/assisted living facilities	211.58	204.34	198.27	190.28	175.02	170.20	190.53	156.95	152.25
S-1 Storage, moderate hazard	116.37	110.47	103.65	99.47	88.40	83.87	94.81	71.27	66.37
S-2 Storage, low hazard	115.37	109.47	103.65	98.47	88.40	82.87	93.81	71.27	65.37
U Utility, miscellaneous	89.90	84.75	79.27	75.71	67.97	63.50	72.24	53.83	51.28

- a. Private Garages use Utility, miscellaneous
b. For shell only buildings deduct 20 percent
c. N.P. = not permitted
d. Unfinished basements (Group R-3) = \$23.20 per sq. ft.

Fees Collected for Other Entities or Departments

ITEM	FEE
Heber Valley Special Service District (HVSSD) - Impact Fee	\$3,290.00
Midway Sanitation District (MSD) - Lateral Inspection Fee	\$100.00
Midway Sanitation District - Sewer Impact Fee	\$2,450.00
Park Impact Fee	\$1,000.00
Public Facilities Deposit	\$1,750.00
Trails Impact Fee	\$806.00
Transportation Impact Fee	\$2,750.00
Water Connection Fee	\$800.00
Water Impact Fee (3/4" meter)	\$2,300.00
Water Impact Fee (1" meter)	\$3,833.00

Water Impact Fee (1.5" meter)	\$7,677.00
Water Impact Fee (2" meter)	\$12,267.00
Water Impact Fee (3" meter)	\$26,833.00
Water Impact Fee (4" meter)	\$76,667.00
The impact fee for meter sizes greater than 4.0 inches shall be determined by the City Engineer on a case-by-case basis.	
Water Meter Installation	\$50.00
WATTS - Line Extension Fee	\$1,500.00

BUILDINGS

	ITEM	FEE
Town Hall – Large Hall / Stage / Kitchen	Damage / Cleaning Deposit	\$500 (Refundable)
	Monday - Saturday; resident	\$350 daily rate/\$75 per day discounted rate up to 2 consecutive days*
	Monday - Saturday; non-resident	\$550 daily rate/\$100 per day discounted rate up to 2 consecutive days*
Community Center – Large Hall / Stage / Kitchen	Damage / Cleaning Deposit	\$500 (Refundable)
	Monday - Saturday; resident	\$200 day/\$50 per day discounted rate up to 2 consecutive days*
	Monday - Saturday; non-resident	\$300 day/\$75 per day discounted rate up to 2 consecutive days*
Community Center – Conference Room	Damage / Cleaning Deposit	\$500 (Refundable)
	Monday - Saturday; resident	\$50 per day
	Monday - Saturday; non-resident	\$75 per day
Community Center – Small Meeting Room	Damage / Cleaning Deposit	\$500 (Refundable)
	Monday - Saturday; resident	\$30 per day
	Monday - Saturday; non-resident	\$50 per day

* For every 1 day rental at the regular rate, you can rent up to two consecutive days at the discounted rate.

CEMETERY

	ITEM	FEE
<u>Burial Plot (Cremation)</u> ⁵	<u>Primary Resident</u> ¹	<u>\$1,500</u>
	<u>Primary Wasatch County Resident</u> ²	<u>\$1,600</u>
	<u>Non-Resident, Non-Primary Resident</u> ³	<u>\$3,200</u>
<u>Burial Plot (Infant)</u> ⁴	<u>Primary Resident</u> ¹	<u>\$1,500</u>
	<u>Primary Wasatch County Resident</u> ²	<u>\$1,600</u>
	<u>Non-Resident, Non-Primary Resident</u> ³	<u>\$3,200</u>
<u>Burial Plot (Single)</u>	<u>Primary Resident</u> ¹	<u>\$1,500</u>
	<u>Primary Wasatch County Resident</u> ²	<u>\$1,600</u>
	<u>Non-Resident, Non-Primary Resident</u> ³	<u>\$3,200</u>
<u>Burial Plot (Stacked)</u>	<u>Primary Resident</u> ¹	<u>\$1,600</u>
	<u>Primary Wasatch County Resident</u> ²	<u>\$3,200</u>
	<u>Non-Resident, Non-Primary Resident</u> ³	<u>\$6,400</u>
<u>Cremation Niche</u>	<u>Primary Resident</u> ¹	<u>\$750</u>
	<u>Primary Wasatch County Resident</u> ²	<u>N/A</u>
	<u>Non-Resident, Non-Primary Resident</u> ³	<u>N/A</u>

Deleted: (Use limited to residents of the 84049 ZIP code)¶

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<u>Cremation Vault</u>	<u>\$290</u>
<u>Disinterment (Adult Plot)</u>	<u>\$1,500</u>
<u>Disinterment (Cremation Niche)</u>	<u>\$100</u>
<u>Disinterment (Infant / Cremation Plot)</u>	<u>\$500</u>
<u>Headstone Removal and Inspection</u>	<u>\$200</u>
<u>Opening / Closing (Cremation Niche) – Includes Engraving</u>	<u>Monday - Thursday</u> <u>\$250</u> <u>Friday - Saturday</u> <u>\$350</u> <u>After 3:00 p.m. (Additional Charge)</u> <u>\$100</u>
<u>Opening / Closing (Cremation Plot)</u>	<u>Monday - Thursday</u> <u>\$350</u> <u>Friday - Saturday</u> <u>\$450</u> <u>After 3:00 p.m. (Additional Charge)</u> <u>\$100</u>
<u>Opening / Closing (Infant Plot)</u>	<u>Monday – Thursday</u> <u>\$350</u> <u>Friday – Saturday</u> <u>\$450</u> <u>After 3:00 p.m. (Additional Charge)</u> <u>\$100</u>
<u>Opening / Closing (Single Plot)</u>	<u>Monday – Thursday</u> <u>\$800</u> <u>Friday – Saturday</u> <u>\$1,200</u> <u>After 3:00 p.m. (Additional Charge)</u> <u>\$400</u>
<u>Opening / Closing (Stacked – 1st Level)</u>	<u>Monday – Thursday</u> <u>\$800</u> <u>Friday – Saturday</u> <u>\$1,200</u> <u>After 3:00 p.m. (Additional Charge)</u> <u>\$400</u>
<u>Opening / Closing (Stacked – 2nd Level)</u>	<u>Monday – Thursday</u> <u>\$1,200</u> <u>Friday – Saturday</u> <u>\$1,200</u> <u>After 3:00 p.m. (Additional Charge)</u> <u>\$400</u>
<u>Replacement Burial Rights Certificate</u>	<u>\$50</u>
<u>Research Fee</u>	<u>\$50</u>
<u>Transfer of Ownership</u>	<u>\$50</u>
¹ Classified as a person whose primary residence is located within the 84049 zip code. May purchase a maximum of four burial plots.	
² Classified as a person whose primary residence is located within Wasatch County. May purchase a maximum of two burial plots.	
³ Classified as a person whose primary residence is outside of Wasatch County. May purchase a maximum of two burial plots.	
⁴ A total of four infants may be buried on the plot.	
⁵ A total of six separate cremated remains may be buried on the plot.	
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.	

Deleted: Burial Space

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Deleted: Headstone Inspection, Removal, or Replacement

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ENGINEERING

ITEM	FEE
Engineering Construction Deposit	\$1,000 minimum or 5% of the entire estimate of the construction cost including contingency as determined by the City Engineer, whichever is greater*
* 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.	

PARKS

ITEM		FEE
Pavilions – Centennial Park, Hamlet Park (North), Hamlet Park (South), Valais Park (East), Valais Park (West)	Resident/non-resident	\$25/day
Pavilion – Town Square	Deposit	\$250 (Refundable)
	Resident	\$50/day
	Non-Resident	\$100/day
Centennial or Hamlet Parks (With Vendors, Includes Pavilions)	Deposit (Security/Damage)	\$500 (Refundable)*
Town Square (Without Vendors)	Resident/non-resident	\$150/day
	Resident	\$100/day
	Non-Resident	\$200/day
Town Square (With Vendors, Includes Pavilion)	Deposit (Security/Damage)	\$500 (Refundable)*
	Resident/non-resident	\$250/day
* Required and must be paid within 24 hours of the event.		

PLANNING AND ZONING

ITEM		FEE
Administrative Decision Appeals		\$100
Annexation	Application	\$1,000 (5 acres or less) or \$200/acre (Over 5 acres).
	Legal and Engineering Review Deposit	\$100/acre* (\$1,000 minimum and \$10,000 maximum).
Annexation Agreement Amendment	Application	\$1,000 + \$100/lot or unit that is amended
	Legal and Engineering Review Deposit	\$1,000*
Board of Adjustment Application Fee/Variance		\$500 + \$.50 per letter + Costs
Business Licenses	Business/Event License - Swiss Days/Swiss Christmas	\$3,000.00
	Business License	\$65.00
	Temporary Business License	\$65.00
	Festival Market Business License Application Fee	\$50.00
	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.	\$50/day
	Festival Market Business License - 3rd Party Vendor Fee (Paid by the business owner for	\$5/day

	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.	
	Food Truck Business License - Per Occurrence (Paid by sponsoring business) or	\$50.00
	Food Truck Business License - Yearly (Paid by sponsoring business)	\$200.00
	Restaurant Business License	\$115.00
	Commercial Retail License for store 5,000+ square feet of floor space	\$165.00
	Hotel Business License \$3.00 per unit – Minimum of \$75 and Maximum of \$400	\$75 - \$400
	Class A Beer License	\$450.00
	Class B Beer License	\$450.00
	Class C Beer License	\$550.00
	Solicitor License	\$65.00 + \$1,000 bond
	Late Fee on Unpaid Business Licenses up to 30 days late	\$0.50
	License Fee + 100% late fee on unpaid licenses Over 30 days but less than 6 months	\$1.00
	Unpaid licenses over six months – Businesses must reapply, pay required fees, and obtain new inspections	\$65.00
	Special Event Application Fee	\$50.00
	Special Event Recurring Fee - per each instance of a Special Event	\$25.00
	Special Event Liquor License	\$100.00
	Transient Rental Inspection Trip Fee	\$30.00
	Transient Lodging Unit Rental	\$100.00
	Transient Lodging Unit Rental - Condominium Hotel ("Hotel" in plat title and no kitchen facilities)	\$15.00
Conditional Use Permit	Application	\$500 + \$.50 per letter + Costs
	Legal and Engineering Review Deposit	\$1,000* (Required at staff's discretion)
Development Agreement Amendment	Application	\$1,000 + \$100/lot or unit that is amended
	Legal and Engineering Review Deposit	\$1,000*
Development Review Committee (DRC)	To be subtracted from preliminary application once submitted for review	\$100.00
Disconnection	Application	\$500 (5 acres or less) or \$100/acre (Over 5 acres).
	Legal and Engineering Review Deposit	\$50/acre* (\$500 minimum and \$5,000 maximum).
General Plan Amendment		\$1,000 + Costs
Historic Building Permit		\$200 + Costs
Land Use Reviews by City Council (Miscellaneous)	Application	\$100.00
	Legal and Engineering Review Deposit	\$500* (Required at staff's discretion)
Land Use Verification		\$100.00

Lot Boundary Adjustment		\$100.00
Lot of Record Determination		\$300.00
Master Plan Amendment	Application	\$1,000 + \$100/lot or unit that is amended
	Legal and Engineering Review Deposit	\$1,000*
Miscellaneous Services (Waived for entities with a 501(C)(3) designation)		\$100 + Costs
Parking Stall Lease (Public)		\$250/annually (Prorated for first year)
Phased Development Planning**	Concept	\$500/meeting
	Master Plan Review	\$1,000 minimum or \$100/lot or unit
	Legal and Engineering Review Deposit (Master Plan Review)	Master Plan Review - \$2,000 minimum or \$400/lot or unit whichever is greater - \$20,000 maximum*
Plat Amendment	Application	\$250 + \$.50 per letter + Costs
	Legal and Engineering Review Deposit	\$1,000* (Required at staff's discretion)
Pre-Application Meeting		\$75/hr. after the first hour (Required at staff's discretion)
Plat Approval Extension	For each year extension is requested	\$150.00
Profession Review Deposit	Required for any application that requires legal and engineering review (unspent deposit funds)	\$500 unless determined differently by staff*
Residential Treatment Facilities and Elderly Care Facilities	Application	\$2,000
	Legal and Engineering Review Deposit	\$1,000*
Residential Treatment Facilities and Elderly Care Facilities (Special Accommodations)	Application	\$2,000
	Legal and Engineering Review Deposit	\$1,000*
Resort Planning**	Concept	\$500/meeting
	Master Plan Review	\$20,000 minimum or \$100/EU whichever is greater
	Legal and Engineering Review Deposit (Master Plan Review)	\$20,000 or \$100/EU whichever is greater*
	Legal and Engineering Review Deposit (Preliminary)	\$2,000 minimum or \$400/lot or unit whichever is greater - \$20,000 maximum*
	Legal and Engineering Review Deposit (Final)	\$2,000 minimum or 400/lot or unit whichever is greater* - only if staff determines it is necessary based on funds that remain in account after preliminary
Sewer Board Fees / unit or lot for preliminary		\$30.00
Sewer Board Fees / unit or lot for final		\$15.00
Signs	Permit	\$50.00
	Fine/Retrieval Fee for Illegally Placed Signs	\$25.00
Site Plans		\$600.00 or \$150.00 per unit/unit, whichever is greater
Site Plans: Amendment Application Fee	Application fee for site plan amendment approval.	\$300.00
Site Plans: Application Fee	Application fee for site plan approval.	\$300.00

Site Plans with Units: Application Fee Per Unit/Lot	Per unit/lot application fee for site plan approval.	\$150.00
Site Plans with Units: Base Application Fee	Base application fee for site plan approval, if greater than per unit/lot fee.	\$600.00
Subdivision Planning (No new roads)	Preliminary	\$300/lot or unit
	Final	\$150/lot or unit
	Legal and Engineering Review Deposit (Preliminary)	\$500 minimum or \$200/lot or unit whichever is greater*
	Legal and Engineering Review Deposit (Final)	\$500 minimum or \$200/lot or unit whichever is greater* - only if staff determines it is necessary based on funds that remain in account after preliminary
Subdivision Planning (New roads)	Concept	\$500/meeting
	Preliminary	\$300/lot or unit
	Final	\$100/lot or unit
	Legal and Engineering Review Deposit (Preliminary)	\$2,000 minimum or \$400/lot or unit whichever is greater* - \$20,000 maximum
	Legal and Engineering Review Deposit (Final)	\$2,000 minimum or 400/lot or unit whichever is greater* - only if staff determines it is necessary based on funds that remain in account after preliminary
Town Architect		\$200/hr. (2 hours maximum)
Zone Compliance		\$100
Zone Text Change Request	Application fee for zone text change request.	\$1,000.00 plus legal and/or technical fees incurred by the City to service the application
Zoning Change Request	Application fee for zoning change request up to one acre, plus 250.00 per acre	\$400.00, up to one acre, plus \$250. per acre beyond one acre
Zoning Map		\$3.00
* 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. Prior to recording payment of fees must be current.		
** Each phase then must be processed through the Preliminary and Final approval process as listed in the Subdivision (new roads) section of this chart.		

PUBLIC SAFETY

	ITEM	FEE
Dog Licenses (All fees collected are paid quarterly to Heber City)	Traditional (Not spayed or neutered; per dog; non-transferable)	\$25/year
	Traditional (Spayed or neutered; per dog; non-transferable)	\$20/year
	Lifetime (Spayed or neutered; per dog; non-transferable)	\$40
	Lifetime (Not spayed or neutered; per dog; non-transferable)	\$60

	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.
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PUBLIC WORKS / USE OF EQUIPMENT

(1 employee supplied with equipment unless otherwise specified)

ITEM	FEE
1 Ton Truck w/dump	\$46.70
Air Compressor	\$38.55
Application Fee	\$50.00
Backhoe - Includes One Employee	\$75.00
Bucket Truck	\$114.00
Cleaning Services	\$31.00/hr.
Code Enforcement	\$31.00/hr.
Generator	\$15.00
Ground Crew	\$31.00/hr.
Hydraulic Truck	\$55.50
Mini-Excavator	\$75.00
Misc. Vehicle	\$70.00
Personnel	\$31.00/hr.
Pressure Washing	\$40.00
Pressure Washing - Pre-Event - Includes One Employee	\$40.00
Restroom Cleaning	\$15.00
RTV	\$70.00
Set Up and Take Down of Load Zones	\$31.00/hr.
Small Loader	\$66.10
Snow Blower Attachment	\$131.55
Snowplow	\$96.30
Street Mechanical Sweeper	\$137.50
Street Mechanical Sweeper - Pre-Event	\$137.50
Street Vacuum Sweeper	\$137.50
Street Vacuum Sweeper - Pre-Event	\$137.50
Traffic Control Candles/Each/Per Day	\$0.60
Traffic Control Cones/Each/Per Day	\$0.60
Traffic Control Sign Stands/Each/Per Day	\$2.50
Traffic Control Signs/Each/Per Day	\$1.50
Trash Bags	\$1.00
Trash Removal	\$31.00/hr.
Trash Removal on City Property	\$31.00/hr.
Vacuum Trailer - Includes Two Employees	102.00/hr.

TAXES

ITEM	FEE
Franchise Fees	Determined by agreement
Highway Sales & Use Tax	0.30%
Municipal Energy Sales & Use Tax	6.00%
Municipal Sales & Use Tax	1.00%

Municipal Telecommunications License Tax	3.50%
Municipal Transient Room Tax	1.00%
Property Tax	Established annually
Resort Communities Sales & Use Tax	1.10%

WATER

Meter Size (Inches)	Allowed Usage (Gallons/Month)	Rate	Overage	
			0 – 5,000 gallons	5,000+ gallons
¾	10,000	\$28	\$3.73 per 1,000 gallons	\$4.67 per 1,000 gallons
1	20,000	\$56		
1 ½	40,000	\$112		
2	70,000	\$196		
3	160,000	\$448		
4	300,000	\$840		
6	640,000	\$1,792		

ITEM		FEE
CF	IRRIGATION CONVERSION FEE - assessed by Midway Irrigation. Fee is collected & passed through to Midway Irrigation.	
Connection Fee	¾ inch meter	\$1,300
	1 inch meter	\$1,600
	1 ½ inch meter	\$3,200
	2 inch meter	\$3,600
	Other sizes based on actual cost	
Connection Petition	Application	\$250
	Legal and Engineering Review Deposit	\$500 *
Excavation Permit	Administrative, Engineering, and Inspections (Includes 4 inspections)	\$500
Fire Hydrant Use	Deposit	\$2,000
	Rental charged for using fire hydrant, valve and meter (6 days per week)	\$10/day
	Charge for water used	\$0.02/gallon
MC	METER COST - set by ordinance based on Meter Size	
PB	PRIOR BALANCE	
PF – Alpenhof	PUMPING FEE - Operating & Maintenance costs	\$8/month
PF – Homestead Zone	PUMPING FEE - Operating & Maintenance costs	\$3/month
Re-Connection Fee	To resume service after first termination	\$25
	To resume service after second or subsequent terminations	\$400
System Enhancement Fee	One-time cost for Water System Development (Transportation, Treatment and Storage)	\$11,500
WA	WATER - fee set by ordinance	
Water Board – Application Fee		\$25/unit or lot
Water Lease	Annual Cost	\$400/year
WL	WATER LEASE per lease agreement	

* 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. Prior to recording payment of fees must be current.

EXHIBIT "B"
BURIAL RIGHTS CERTIFICATE FORM

BURIAL PLOT NUMBER _____



Midway

Burial Right Certificate

Midway City Cemetery

MIDWAY CITY, a Municipal Corporation, in Wasatch County, Utah, hereby grants Permissive Burial Rights as follows:

CERTIFICATE NUMBER: _____
(YEAR-MONTH-DAY-PLOT NUMBER- R/WC/NR)

Burial Plot Number: SECTION ____ BLOCK ____ LOT ____ PLOT ____
Plot Type: ☐ Single ☐ Stacked ☐ Cremation

☐ Midway City Resident
☐ Wasatch County Resident
☐ Non-Resident

Name of Owner: _____
Address: _____
Telephone Number: _____
Email Address: _____

Residency: ☐ Midway ☐ Wasatch County ☐ Non-Resident

Successor In Interest #1 _____
Address: _____
Telephone Number: _____
Email Address: _____

Successor In Interest #2 _____
Address: _____
Telephone Number: _____
Email Address: _____

Dated this ____ day of _____, 20____.

Midway City Sexton

Midway City Treasurer

Shane Owens

Jennifer Sweat

☐ Original Purchase

☐ Transfer
Transferred from: _____
Prior Certificate Cancellation Date _____

Other Certificates in same name:

BURIAL PLOT NUMBER _____



Midway

Midway City Cemetery

Burial Rights Certificate Transfer Request Form

The Registered Owner of **CERTIFICATE NUMBER:** _____
(YEAR-MONTH-DAY-PLOT NUMBER)

Burial Plot Number: SECTION _____ BLOCK _____ LOT _____ PLOT _____
Plot Type: ☐ Single ☐ Stacked ☐ Cremation plot ☐ Cremation niche

ORIGINAL OWNER INFORMATION

Name of Owner: _____
Address: _____
Telephone Number: _____
Email Address: _____

Residency: ☐ Midway ☐ Wasatch County ☐ Non-Resident

Hereby transfers the Burial Rights Certificate described above to the following:

NEW OWNER INFORMATION

Name of Owner: _____
Address: _____
Telephone Number: _____
Email Address: _____

Residency: ☐ Midway ☐ Wasatch County ☐ Non-Resident

Dated this ____ day of _____, 20____.

State of _____ }
County of _____ }
:ss

Original Certificate Owner

Subscribed and Sworn to before me by _____, on this ____ day of _____,
20____.

NOTARY

See reverse side for additional information.

Burial Rights Certificate Transfer Request Form (p.2)

Note: Transfer from Resident to Non-Resident will require payment of the fee difference.

- ☐ Original Certificate of Burial Rights Attached. (No transfers can be approved without surrender of the original Certificate).
- ☐ New Certificate No _____ Issued and Copy Attached.
- ☐ Transfer Fees Paid in Full.
- ☐ Resident to Non-Resident? ☐ Yes ☐ No

ACCEPTED BY:

Midway City Sexton

BURIAL PLOT NUMBER _____



Midway

Cemetery Plot Claim Form

(to be used when claimant is not named on certificate or original documents are lost)

Claimant claims ownership of the following-described Burial plot in the Midway City Cemetery.

This Claim is: ☐ Not Disputed ☐ Disputed

CLAIMANT'S INFORMATION

Name of Claimant: _____

Address: _____

Telephone Number: _____

Email Address: _____

ORIGINAL CERTIFICATE OR DEED OWNER

CERTIFICATE NUMBER: _____

(YEAR-MONTH-DAY-PLOT NUMBER)

Burial Plot Number: SECTION ____ BLOCK ____ LOT ____ PLOT ____

Plot Type: ☐ Single ☐ Stacked ☐ Cremation

Name of Original Owner: _____

Address: _____

Telephone Number: _____

Email Address: _____

Residency: ☐ Midway ☐ Wasatch County ☐ Non-Resident

Date Originally Purchased: _____

EVIDENCE OF CLAIM

Claimant's Relationship to Original Owner: _____ (attach proof documents)

Other descendants of same of higher degree as Claimant:

Name:

Relationship:

(attach additional pages if necessary)

Testamentary Documents evidencing Claim: _____

BURIAL PLOT NUMBER _____

- ☐ Testamentary Documents Attached.
- ☐ I am the named: ☐ Personal Representative or Executor ☐ Trustee of the original owner.
- ☐ Waivers and Consents from other potential Claimants Attached.
- ☐ Other: _____

_____ I hereby request that all old evidence or incidents of ownership, including deeds, documents or certificates, be revoked, and that a new Certificate of Burial Rights be issued to the following:

REQUESTED NEW CERTIFICATE OWNERSHIP INFORMATION

CERTIFICATE NUMBER: _____
(YEAR-MONTH-DAY-PLOT NUMBER)

Burial Plot Number: SECTION ____ BLOCK ____ LOT ____ PLOT ____

Plot Type: ☐ Single ☐ Stacked ☐ Cremation

Name of Owner: _____
Address: _____

Telephone Number: _____
Email Address: _____

Residency: ☐ Midway ☐ Wasatch County ☐ Non-Resident

Successor In Interest #1 _____
Address: _____

Telephone Number: _____
Email Address: _____

Successor In Interest #2 _____
Address: _____

Telephone Number: _____
Email Address: _____

☐ **Claim Fees Paid in Full.**

BURIAL PLOT NUMBER _____

AFFIDAVIT

My name is _____ (please print).

I am the Claimant and claim the right to the Burial Rights Certificate regarding the above-described Burial Plot in the Midway City Cemetery.

- _____ I hereby certify that I have authority under Utah law to claim this Burial Right in behalf of the estate of the original owner.
- _____ I hereby certify that the above information is complete, accurate and true, to the best of my knowledge and belief.
- _____ I acknowledge that signing this affidavit and changing the ownership of the Burial Rights Certificate on false information or without actual authority to do so may subject me to civil and/or criminal penalties and the cancellation of any Burial Rights Certificate issued pursuant to this Claim.
- _____ I agree to indemnify and hold harmless Midway City, its employees, officers, agents or elected officials, from any and all claims, lawsuits and any costs incurred by Midway City, including but not limited to court awards, court costs, attorney's fees, etc. that may arise as a result of this Claim.
- _____ I have the following other Certificates of Burial Rights issued in my name:

Dated this ____ day of _____, 20____.

Claimant

State of _____ }
 :SS
County of _____ }

Subscribed and Sworn to before me by _____, on this ____ day of _____, 20____.

NOTARY

☐ Claim is: ☐ Accepted ☐ Denied

If accepted:

- ☐ New Certificate No _____ Issued and Copy Attached.
- ☐ Transfer Fees Paid in Full.
- ☐ Original Evidence of Ownership Attached.

BY:

Midway City Sexton

BURIAL PLOT NUMBER _____



Midway

Midway City Cemetery

Headstone Delivery Notification Form

Monument Company: _____ Contact Name: _____
Telephone Number: _____ Email Address: _____

Requested Delivery / Setting Date: _____

Mortuary Information:

Mortuary Name: _____ Contact Name: _____
Telephone Number: _____ Email Address: _____

Family Information:

Burial Plot Number: Section ____ Block ____ Lot ____ Plot Number ____
Record Owner: _____ Telephone Number: _____
Contact Name: _____ Address: _____
Email Address: _____

Interment Information:

Names on Headstone: _____

- ☐ Existing Interment ☐ Future Interment
- ☐ Single ☐ Double ☐ Triple ☐ Quad

Approved: _____ Date: _____
Midway Sexton

Headstone Specifications: All headstones, grave markers or benches have a 36" height restriction. Other restrictions may apply. Please review the Midway City municipal Code and the Cemetery Policies and Procedures. These are available on the Midway City website or you may contact the Midway City Sexton at (435) 654-3223 x117, sowens@midwaycityut.org.

1. Single: Maximum = 40" length, 7" wide mow strip, 4" minimum depth, 36" maximum height.
2. Double: Maximum = 80" length, 7" wide mow strip, 4" minimum depth, 36" maximum height.
3. Triple: Maximum 120" length, 7" wide mow strip, 4" minimum depth, 36" maximum height.
4. Quad: Maximum 168" length, 7" wide mow strip, 4" minimum depth, 36" maximum height.

Contact the Midway City Sexton for additional information and restrictions regarding monuments, decorations, etc.

BURIAL PLOT NUMBER _____



Midway

Midway City Cemetery

Records Information Request

Midway City is updating and correcting the Cemetery interment and burial right ownership records. Please include as much of the following information as possible so that we can provide as complete an answer as possible. Midway City Cemetery Information requests cannot be answered in person or over the telephone.

Name of Person Making Request: _____

Address: _____

Telephone Number: _____

Email Address: _____

Relationship to Original Owner or the Deceased: _____

Date: _____

Information is Requested for the following:

Burial Rights Certificate Number: _____
(YEAR-MONTH-DAY-PLOT NUMBER)

Burial Plot Number: SECTION ____ BLOCK ____ LOT ____ PLOT ____

Plot Type: ☐ Single ☐ Stacked ☐ Cremation plot ☐ Cremation niche

ORIGINAL OWNER INFORMATION

Name of Owner: _____

Address: _____

Telephone Number: _____

Email Address: _____

Midway City charges \$50.00 per hour for research with a 1 hour minimum charge.
All information must be in written form and sent to sowens@midwaycityut.org for processing,
please allow (7) days research time for all requests.

City Cemetery Employees shall make reasonable efforts to provide the following information:

- ☐ Name of Person or Persons who are currently listed as the burial right owner for a plot or plots.
- ☐ Who is currently buried on a plot (if applicable)
- ☐ How many current open lots are remaining on a family plot.

Deed or Certificate owners do not own actual real property in the Midway City Cemetery. They own the right to be buried on the plot in accordance with Midway City ordinances, policies and procedures. Transfers of burial rights deeds must be done in accordance with the ordinances, policies and procedures of Midway City. The City cannot recognize the validity of any claim unless either 1) the claimant is the record owner, or 2) a valid and approved transfer to a new owner has occurred and is recorded with the City.

This form is to provide current information only. Midway City does not guarantee the accuracy of the information provided and is in the process of correcting many of the historical records. Midway City is not bound by any information provided if subsequent research reveals a different owner, etc. This is not a claim form. Any claims to a Burial Rights Certificate must be made on the appropriate form.

Midway City Staff will not make decisions if there are multiple claims to a plot, if the ownership records are contested or outdated, or if there are issues regarding the unapproved transfer of burial rights. Questions pertaining to outdated records, unapproved and/or unrecorded plot transfers or sales between family members or other private parties or unapproved permission to be granted to someone other than the record owner to be buried on a current family plot will be referred to the Midway City Attorney.

- ☐ **Date Received:** _____
- ☐ **Date Answered:** _____
- ☐ **Copy of Answer Attached.**
- ☐ **Research Fees Paid in Full**

BY:

Midway City Sexton

BURIAL PLOT NUMBER _____



Midway

Midway City Cemetery

Permission to Bury Form

The Registered Owner of **CERTIFICATE NUMBER:** _____
(YEAR-MONTH-DAY-PLOT NUMBER)

Burial Plot Number: SECTION ____ BLOCK ____ LOT ____ PLOT ____
Plot Type: ☐ Single ☐ Stacked ☐ Cremation plot ☐ Cremation niche

CERTIFICATE OWNER INFORMATION

Name of Owner: _____
Address: _____

Telephone Number: _____
Email Address: _____

Residency: ☐ Midway ☐ Wasatch County ☐ Non-Resident

Hereby grants permission for the burial of _____ in the above-described plot.

Dated this ____ day of _____, 20____.

Certificate Owner
State of _____ }
 :SS
County of _____ }

Subscribed and Sworn to before me by _____, on this ____ day of _____, 20____.

NOTARY

- ☐ **Original Certificate of Burial Rights Attached. (No interment can be approved without surrender of the original Certificate).**
- ☐ New Certificate in the name of Deceased Attached.
- ☐ Transfer Fees Paid in Full.

ACCEPTED BY:

Midway City Sexton

Midway City Cemetery

Records Information Request

Midway City is updating and correcting the Cemetery interment and burial right ownership records. Please include as much of the following information as possible so that we can provide as complete an answer as possible. Midway City Cemetery Information requests cannot be answered in person or over the telephone.

Registered Burial Lot Owner's Name as recorded on the Midway City Utah Cemetery Deed:

Please Print: _____

Section Number: _____ Block Number: _____ Lot Number: _____ Grave Number: _____

Cremation or Infant Sub Grave Number: _____ and or Stacked Number: _____

Description of Requested information: _____

Name of person requesting information: _____

Telephone Number: _____

E-mail address: _____

How related to Burial Right Owner? _____

Midway City charges \$50.00 per hour for research and/or a replacement or updated deed.

All information must be in written form and sent to sowens@midwaycityut.org for processing, please allow (7) days research time for all requests.

City Cemetery Employees shall make reasonable efforts to provide the following information, if requested.

- ☐ Name of Person or Persons who are currently listed as the burial right owner for a plot.
- ☐ Number of Burial Plot assigned to a deed.
- ☐ Who is currently buried on a plot.
- ☐ How many current open lots are remaining on a family plot.

Deed owners do not own actual real property in the Midway City Cemetery. They own the right to be buried on the plot in accordance with Midway City ordinances, policies and procedures. Transfers of burial rights deeds must be done in accordance with the ordinances, policies and procedures of Midway City. The City cannot recognize the validity of any claim unless either 1) the claimant is the record owner, or 2) a valid and approved transfer to a new owner has occurred and is recorded with the City.

Midway City Staff will not make decisions if there are multiple claims to a plot, if the ownership records are contested or outdated, or if there are issues regarding the unapproved transfer of burial rights. Questions pertaining to outdated records, unapproved and/or unrecorded plot transfers or sales between family members or other private parties or unapproved permission to be granted to someone other than the record owner to be buried on a current family plot will be referred to the Midway City Attorney.