

**SECTION E - ENGINEERING DIVISION FEE SCHEDULE**

<u>SERVICE FEE NO.</u>	<u>ENGINEERING SERVICES AND ENGINEERING CONSTRUCTION PERMIT FEE SCHEDULE</u>	<u>PROPOSED FEE</u>	<u>NOTES</u>
1	Engineering plan review fee for Commercial, retail, bioscience, mixed use, or industrial development or redevelopment	\$210/acre (\$1,500 minimum)	(a)
2	Engineering plan review fee for residential multiple unit or subdivision development, including residential multi-unit or subdivision sales/model centers	\$20/unit (\$1,500 minimum)	(a)
3	Engineering plan review fee for new or modified golf course areas/elements	\$60 / acre (\$500 minimum)	(a)
4	Engineering plan review fee of engineering plan revision or amendment after plan approval (Service Fee No. 1, 2 or 3)	minor plan revision - \$200 major plan revision - 50% of fee for Service Fee No. 1, 2 or 3	(a) (b)
5	Plat review fee for consultant surveyor review (fee collected – administrated as an escrow fee)	\$300 per sheet (\$600 minimum)	(c)
6	Plat review and administrative fee for Town staff review & services	\$250 per sheet (\$500 minimum)	(d) (i)
7	Plat recordation costs	100% of actual costs (minimum \$20 / sheet)	(c)
8	Plat PRM & PCP inspection verification fee prior to plat approval and post development	\$100 for inspection prior to plat approval and \$100 for inspection post development	
9	Misc. document reviews – review of minor engineering plans, traffic control plans, easements, bonds, bond reduction, bills of sale, agreements, legal descriptions, surveys, etc.	\$70 / hour (\$70 minimum) Includes administrative fees	(i)
10	Document recording and administration fee (excluding plats – see Service Fee No 7)	\$90 per document recorded	(g)
11	Research Fees – administrative, technician, inspector or engineer research	\$50 per topic/issue researched	(e)
12	Document reproduction fee for 24 x 36 plans maps and Aerials	\$4 / sheet	
13	Document reproduction fee for 11 x 17 and smaller and 10 or more sheets	\$0.15 / sheet (no charge for less than 10 pgs)	
14	Reinspection fee for failed inspections	no charge for projects initial reensp., \$50 for 2nd reensp., \$75 each subsequent reensp.	
15	Performance of construction work (covered under this permit schedule), without the req'd Engineering Construction Permit	double the applicable permit fee plus actual incurred cost of req'd testing & investigation	
16	Engineering Construction Permit –commercial, retail, bioscience, mixed use or industrial driveway work in alley, road or easement rights of way	2 % of estimated construction cost (\$400 min)	
17	Engineering Construction Permit – residential driveways, hardscape , walks and lot grading/regrading	2 % of estimated construction cost (\$125 min)	

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18	Engineering Construction Permit – parking and drive resurfacing and restriping (apply Service Fee 16 for residential lot improvements)	2 % of estimated construction cost (\$200 min)	
19	Engineering Construction Permit – commercial, retail, biotech, mixed use, or industrial site and right of way development or redevelopment	2 % of estimated construction cost (\$1500 min)	
20	Engineering Construction Permit – residential multi-unit or subdivision, sales/show center site or right of way development or redevelopment	2 % of estimated constr cost (\$2000 min for subdivision) (\$1000 min for sale/show ctr)	
21	Engineering Construction Permit – R/W utility work (See Service Fee No. 22 for Franchise Utility work)	2 % of estimated constr cost (\$400 min)	
22	Engineering Construction Permit - Golf Course Construction or Reconstruction including maintenance facilities, clubhouse facilities, etc	2 % of estimated constr cost (\$1500 min)	
23	Engineering Construction Permit – Franchise Utility work within road, alley or easement right of way	No permit fee assessed unless authorized under terms of the franchise utility agreement	(f)
24	Engineering Construction/Utility Permit reactivation fee for expired or inactive permits	\$100 administrative fee	(h)

## NOTES

(a) Fee includes costs for Engineering Division time on associated P&Z site plan application review, traffic analysis reviews, and administration time as may be applicable to the plan review application. Initial plan review fee covers up to two (2) full plan review cycles. If required, the fee for each additional plan review cycle will be \$200 / cycle, exclusive of submission of “final” engineering plans for approval stamping required for permitting.

(b) No additional plan review fees are proposed for review of “limited” changes to the details, sections, limited plan areas, and specifications. An additional plan review fee of \$200 is required for “minor” engineering plan revisions that involve several/multiple changes to the plans or a more significant change to a section or area of the plans, to the extent so as to require or involve the submission of a full sheet or sheets of revised plans, or multiple plan sheet excerpts. An additional plan review fee of 50 % of the initial plan review fee is required for “major” engineering plan revisions that involve significant changes or additions to the plans or scope of the permitted work

(c) Applicant will be responsible for payment of additional escrow fees should actual consultant surveyor review fees, legal fees, and plat recordation costs exceed the initial escrow fees collected. Should excess escrow fees be collected and not expended, excess monies will be reimbursed to applicant upon plat recordation and upon applicant’s written request.

(d) Covers staff time for performing review of plat and performing various administrative activities including distribution, logging, filing, financial, etc. This review fee covers up to 3 full review cycles of plat. The fee for each additional cycle over 3 reviews is \$50/sheet (\$200 minimum).

(e) Fee is assessed for research involving at least 30 minutes of staff time. Research taking more than 30 minutes will be charged at \$30 per each additional 30 minutes of staff time expended.

(f) Franchise Utilities pay annual fee directly to Finance and no fee charged to individual permit applications. The annual fees cover administrative, engineering and inspections services

(g) An administration fee of \$75 per document will be charged in addition to the review or recording fee noted.

(h) Permits are considered expired 6 months after issuance if construction has not been initiated, and are considered inactive if no inspections are performed against permit in a 6 month period. The \$100 reactivation fee for expired or inactive permits applies for a period of time of up to 6 additional months (total of 12 months of inactivity). After a 12 month period of inactivity, the permit will be considered fully expired and closed, and any further construction will require issuance of a new permit and payment of a new engineering construction permit fee.

(i) Additional costs may be incurred by an applicant, for professional fees paid by the Town for required services such as legal reviews and opinions, geotechnical testing & reports, traffic analyses or studies, and other engineering or surveying studies and reports. In these cases, the applicant shall be required to provide a deposit based on an estimate of the costs, and said monies will be placed in an escrow account with the Town. Upon completion of the services, the applicant will be either refunded any unused amount of the escrow account fee or charged for any additional costs incurred by the Town in excess of the deposit.

(j) GENERAL NOTE - Failure by an applicant to pay the fees listed in this section, within 30 days of being notified by the Town, shall result in cessation of the review of the application. The Town may serve a notice of violation and subsequently a notice of hearing before the Town's Special Magistrate to collect said fees.