

**RESOLUTION NO. 2024-06-11**  
**City of Spirit Lake Fee Schedule**

A RESOLUTION OF THE CITY OF SPIRIT LAKE, A MUNICIPAL CORPORATION OF IDAHO, AMENDING RESOLUTION 2023-02-14, A SCHEDULE OF NEW AND REVISED FEES FOR SERVICES PROVIDED AND REGULARLY CHARGED AS SPECIFIED BY CITY CODE; AND PROVIDING FOR THE EFFECTIVE DATE OF ALL FEES.

WHEREAS, Pursuant to Idaho Code Sections 63-1311 and 63-1311A regarding City fees for services and fee increases; and

WHEREAS, City Council deems it advisable to adopt and consolidate existing fees set by earlier ordinances and resolutions into one general fee resolution; and

WHEREAS, Council has determined that the revised fees included in this Resolution are appropriate and are reasonably related to the purpose for which such fees are charged.

WHEREAS, the Spirit Lake City Council conducted a public hearing on June 11, 2024, which was duly noticed, regarding the adoption of new fees in which public testimony was invited; and

WHEREAS, no one objected to the fee increases; and

WHEREAS, this resolution supersedes and replaces previous rate resolutions in conflict with this resolution; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Spirit Lake as follows: That the following fee schedule, which reflect the new and amended fees and all other fees that have not been amended, be adopted for the City of Spirit Lake, effective June 11, 2024:

<u>FEE TYPE</u>	<u>ATTACHMENT NO.</u>
Public Works Fees	1
Water and Sewer Fees	2
Cemetery Fees	3
Development Fees	4
Building Permit Fees	5
Mechanical Permit Fees	6
Liquor License Fee	7
Business License Fee	8
Police Department Fees	9
Animal Control Fees	10
Park and Recreation Fees	11
Miscellaneous Fees	12

AYES: Darrell Woods, Wendy Walter, Mark Pivitt, and Charlene Phipps

NAYS: —

ABSENT: —

ABSTAIN: —

Passed by

Upon said roll call, this Resolution was duly enacted as a Resolution of the City of Spirit Lake, Kootenai County, Idaho, on the 11th day of June 2024.

APPROVED by the City Council on this 11 day of June 2024.

ADOPTED by the City Council and APPROVED by the Mayor this 11 day of June 2024.

CITY OF SPIRIT LAKE

By:



Jeremy Cowperthwaite, Mayor

Attest:



Michelle Wharton, City Clerk

## Attachment 1 - Public Work Fees

Park Electricity Use Fee (per day)	\$50.00
Fire Hydrant Meter Application/Inspection Fee (30 days usage)	\$100.00
Fire Hydrant Meter Deposit Renewal Fee (every 30 days)	\$25.00
Fire Hydrant Meter Deposit	\$2,000.00
Street or Right of Way Cash or Surety Bond	TBD Per Project (City Code 7-1-3 F)
Sewer Dye Test	\$50.00
Event Street Closure	\$50.00 Per Block
Neighborhood Block Closure Kit (One Block)	\$25.00 Per Kit

### **CITY EVENTS:**

VENDORS:	Craft/Pre-packaged Food Booth (10x10)	\$35/Day
	*Food Booth (prepped on site)	\$50/Day
*Vendors wanting to prep food on site must have proof of food handlers permit from Panhandle Health District		

### **NON-CITY EVENTS:**

** Beer Garden (must have liquor license)	\$250/EVENT
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Large events with more than 100 people may result in a fee that equals the cost of wages plus benefits for two police officers and a cleaning fee which equals the cost of wages plus benefits for one public work's employee.

### **PARK RENTAL: (Does not include electricity)**

#### **RESIDENT**

(Weekday M-Th)	(Weekend F, S, S)
\$50.00	\$65.00

#### **NON-RESIDENT**

(Weekday M-Th)	(Weekend F, S, S)
\$90.00	\$125.00

IF ELECTRICAL IS NEEDED FOR ANY OF THE ABOVE LOCATIONS: \$50/DAY FEE

## Attachment 2 - Water, Sewer, and Impact Fees

New Customer Water Deposit (refundable after 6 months of good standing)	\$75.00
Residential Water Fee for 12,000 gallons (in town base rate)	\$31.00
Commercial Water Fee for 12,000 gallons (base rate)	\$31.00
School Water Fee for 12,000 gallons (base rate)	\$31.00
Water overage (per 1000-gallon overage)	\$3.00
Residential Water Fee for 10,000 gallons (out of town base rate)	\$34.50
Resort Water Fee for 10,000 gallons (out of town base rate)	\$34.50
Water overage (per 1000-gallon overage)	\$3.00
Residential and Commercial Sewer (per ERU)	\$52.00
Street Light fee (in town residents only)	\$2.00
Late Fee if payment is received after the 20th of the month	\$5.00
Turn water on and off fee	\$25.00 Each
Non-Business Hours- Additional	\$25.00
Shut off Notices (per notice)	\$25.00
Water Connection Residential 1" Service	\$8,365.00
Water Connection Commercial 1 -1 1/2" Meter	\$12,461.00
Water Connection Commercial 2" Meter	\$19,883.00
Water Connection Commercial 3" Meter	\$37,339.00
Water Connection Commercial 4" Meter	\$62,318.00
Water Connection Commercial 6" Meter	\$124,847.00

**Attachment 2 - Water, Sewer, and Impact Fees (continued)**

Sewer Connection Residential	\$11,532.00
Impact Fee Park	\$1,493.22
Impact Fee Police Department	\$120.41
Impact Fee Pathways	\$322.69
Impact Fee Non- Residential - PD (per SQ ft)	\$23.03 SQ ft
Impact Fee Non- Residential - Pathway (per SQ ft)	\$61.74 SQ ft
Contractor/Builder Non-Refundable Water Fee	\$200.00

### Attachment 3 - Cemetery Fees

Burial Plots	\$1,200.00
Opening and Closing Grave - Weekday	\$650.00
Opening and Closing Grave - Saturday	\$850.00
Opening and Closing Grave - Holiday	\$1,150.00
Inurnment - Weekday	\$200.00
Inurnment - Saturday	\$300.00
Inurnment - Holiday	\$400.00
Disinterment (removal of remains)	
Casket	\$1,000.00
Inurned (cremated remains)	\$300.00
Winter Rate (additional winter rate may be assessed)	\$150.00
Deed Transfer/Lot Repurchase	\$50.00

#### Attachment 4 - Development Fees

Pre-Conference Application	\$300.00
Engineering Plan Review	\$200.00
Comprehensive Plan Amendment	\$500.00
Zone Change	\$500.00
Variance	\$350.00
Conditional Use Permit	\$500.00
Site Plan Review (Multi-Family Units and Commercial/Industrial)	\$1,000.00
Street/Alley Vacation	\$750.00
Annexation/Zoning	\$1,500.00
Preliminary Plat	\$500.00
Encroachment Permit (Residential and Utility)	\$100.00
Encroachment Permit (Commercial)	\$350.00
Encroachment Pavement	\$2000.00 Bond and \$250.00 Non-Refundable Fee
Commercial Bond Temp Certificate of Occupancy - bond required in the amount of 150% of an engineer bid on all site work for a commercial building during inclement weather.	
Short Plat (Per Lot) (1-4)	\$500.00 per lot
Long Plat (Per Lot) (5 +)	\$400.00 per lot
Mobile Home Parks (Per Lot)	\$300.00 per lot
Final Plat Review	\$300.00

**Fees do not include engineering or legal fees, publications, or mailing costs; these fees and costs will be paid by the Applicant. Publications and mailing costs for each required public hearing will be paid by the Applicant with a deposit of \$100.00 per hearing.**

## Attachment 5 - Building Permit Fees

Plan Check Deposit	Paid at Plan Submittal
Residential	\$150.00
Duplex	\$300.00
Townhouse	\$150.00 per unit
Commercial	Valuation
Provisional Certificate of Occupancy	\$250.00 flat fee
Board of Appeals Application Fee	\$150.00 flat fee
Residential Plan Review	65% of building permit
Commercial Plan Review	65% of building permit
Commercial Mechanical Plan Review	25% of mechanical permit
Foundation Only Permit	10% of building permit in addition to the full building permit fee
Work Performed without a valid permit	Regular building/mechanical permit x 2
Retaining Walls	\$7.50 linear foot
Manufactured Home Regular Set	\$150.00 flat fee
Manufactured/Modular Home Foundation	\$400.00 flat fee
Building Move	\$300.00 flat fee
Additions to Residential Homes	\$72.62 per SQ ft (use building valuation chart to calculate)
Patio Cover Only	\$20.00 per SQ ft (use building valuation chart to calculate)
Deck Only	\$15.00 per SQ ft (use building valuation chart to calculate)
Deck w/Cover	\$20.00 per SQ ft (use building valuation chart to calculate)
Deck/Patio Cover and Enclosure	\$25.00 per SQ ft (use building valuation chart to calculate)
Breezeway	\$20.00 per SQ ft (use building valuation chart to calculate)
Interior Finish Residential Homes	\$20.00 per SQ ft (use building valuation chart to calculate)

## Attachment 5 - Building Permit Fees (continued)

General Building Permit Valuation per Occupancy and Type of Construction - Per Building and Safety Journal 7/2008 to Establish Valuation

Basement - finished	\$96.83 per SQ ft (use building valuation chart to calculate)
Basement - Unfinished	\$77.46 per SQ ft (use building valuation chart to calculate)
Pole Building Residential	\$20.00 per SQ ft (use building valuation chart to calculate)
Special Inspection/Re-inspection	\$100.00 per hour, One half hour minimum
Re-Roof, Residential	\$150.00 flat fee
Re-Roof, Commercial	- Based on the valuation of the work to be performed, minimum \$150.00
Residing a Structure, Residential	\$100.00 flat fee
Residing a Structure, Commercial	- Based on the valuation of the work to be performed, minimum \$100.00
Replacing Windows, Residential (excludes like for like)	\$100.00 flat fee
Replacing Windows, Commercial	- Based on the valuation of the work to be performed, minimum \$100.00.
Changes to Approved plans	\$100.00 per hour, One half hour minimum
Each Pole/Monument sign 8 ft. or higher	\$400 each
All Other Signs, per type of sign per site	\$200.00 per type
Demolition-Residential per lot	\$75.00 flat fee
Demolition-Commercial per lot	\$150.00 flat fee
Swimming Pool	Based on the valuation of the work to be performed.

### Attachment 6 - Mechanical Permit Fees

Processing fee on all permits	\$45.00
Furnace, all types under 100KBTU	\$18.00
Furnace, all types over 100KBTU	\$22.00
Misc. venting, CIA, duct modifications	\$15.00
Gas fireplace	\$25.00
Residential range hood	\$16.00
Gas water heater	\$15.00
Ventilating/exhaust fans	\$10.00
Gas piping, each outlet	\$5.00
Clothes dryers	\$16.00
Heat pump, A/C 0-3 tons	\$16.00
Heat pump, A/C 3+-15 tons	\$30.00
Heat pump, A/C 15+-30 tons	\$40.00
Heat pump, A/C 30+-50 tons	\$60.00
Heat pump, A/C over 50 tons	\$100.00
Air handlers, Fan coil units under 10,000	\$15.00
Air handlers, Fan coil units over 10,000	\$20.00
Air to air heat exchangers	\$25.00
Evaporative coolers, all types	\$15.00
Type I hood, commercial use	\$16.00/ft
Type II hood, commercial use	\$16.00/ft
Solid fuel stoves, inserts, must be listed	\$25.00
Installation/relocation	\$20.00

**Attachment 7 - Liquor License Fees**

Liquor and Wine sold on premises consumption by the drink, and wine in an unopened container for off premises consumption	\$225.00 per year
Beer for on premises consumption by the bottle, can or glass, and for off premises consumption by the bottle or can	\$200.00 per year
Beer for off premises consumption by the bottle or can	\$50.00 per year
Wine for on premises consumption by the drink	\$200.00 per year
Wine for off premises consumption by the bottle	\$200.00 per year
Liquor by the Drink License	\$375.00 per year

**Attachment 8 - Business License Fees**

Business License (NEW) Fee	\$75.00
Business License Annual Renewal Fee	\$50.00
Business License Late Fee	\$25.00
Business License (NEW) for less than 6 months of any calendar year	\$40.00

## Attachment 9 - Police Department Fees

VIN Inspections	\$5.00 per inspection
Negligent Vehicle Impound Fee	\$150.00
Peddlers & Solicitors Registration	\$50.00
Citations - 1st Offense (citation doubles if not paid by due date)	\$100.00
Citation - 2nd Offense (citation doubles if not paid by due date)	\$200.00
Citation – 3rd Offense (citation doubles if not paid by due date)	\$1,000.00
Parking Ticket - 1st Offense	\$25.00
Parking Ticket - 2nd Offense (within 364 days)	\$50.00
Parking Ticket – 3rd Offense (within 364 days)	\$75.00
Disabled Parking Ticket	IC 49-213 (2)
Fire Zone Parking Ticket	IC 18-113 A
Development and Building Code Violation - For Any One Offense	\$1,000.00
Public Record Request	Determined by Request IC 74-102 (10) A-G

**Attachment 10 - Animal Control Fees**

Dog License spayed or neutered dog	\$10.00 per year
Dog License for an un-spayed or unneutered dog (intact)	\$20.00 per year
Dog License Tag Replacement	\$5.00

## Attachment 11 - Park and Recreation Fees

YOUTH SPORTS: \$30.00\* per child

Intro. To Soccer (Ages 3-4)

Soccer (Ages: 5-14)

Flag Football (K-6th grade)

T-ball/Pitching Machine (Ages: 5-8)

Volleyball (3rd-8th grade)

Basketball (K – 8th grade)

Indoor Soccer (6th-12th grade)

YOUTH SPONSORSHIPS: +\$150.00/team

### ADULT SPORTS LEAGUES/TOURNAMENTS

Softball \$460.00/team (up to 14 players)

Flag Football \$300.00/team (up to 12 players)

Volleyball League \$165/team (up to 6 players)

Kickball Tournament \$100.00/team (up to 14 players)

Dodgeball Tournament \$125.00/team (up to 8 players)

Open Gym Volleyball \$3.00/person

YOUTH MINI CAMPS: (M-F/3 hr. day) \$55.00/child (\$30.00 ea. additional sibling)

## Attachment 11 - Park and Recreation Fees (continued)

### CONTRACTED FEES:

Fees for contracted programs will be established based on the contract agreement set by the contractor/instructor and the City of Spirit Lake which will take into consideration the number of participants, supplies/equipment, and other contractor costs.

Programs that would fall under this category would be Youth and Adult Special Interest Programs (i.e., dance, archery, gymnastics/tumbling, martial arts, culinary, yoga, swimming, art, etc.)

General Fee Range: \$25.00-\$100.00/4-6-week sessions

### NEW PROGRAM FEES:

Fees will be set to cover program hard costs, (staff, supplies, marketing, facility rental if necessary), administration fees are not calculated when setting these fees.

### LAKE SIDE FUN CENTER FEES:

Weekday Rentals (Manned Floating Devices) 1 Hour	\$10.00
Weekday Rentals (Manned Floating Devices) Half Day	\$25.00
Weekday Rentals (Manned Floating Devices) Full Day	\$40.00
Weekend Rentals (Manned Floating Devices) 1 Hour	\$15.00
Weekend Rentals (Manned Floating Devices) Half Day	\$30.00
Weekend Rentals (Manned Floating Devices) Full Day	\$50.00

### MISC:

Late Fee	\$10.00 per person
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**\*\*\*All Park and Recreation Fees for Sports, Sales, and Activities will be Charged a 6% Idaho State Sales Tax\*\*\***

## Attachment 12 - Miscellaneous Fees

Bulk Water Purchase Up to 1,000 gallons (flat fee)	\$15.00
Bulk Water Purchase with Meter (per 1,000 gallons)	\$8.00
Mobile Food Cart Permit Fee	\$10.00 monthly
Alcohol Beverage Catering Permit	\$20.00 per day
Non-Sufficient Funds Fee	\$20.00
Accounts Payable Late Fee	2% Charged after 30-days
Collections Agency Fees	Additional 50% assessed on full amount
Non-Utility Credit Card Fee	\$1.00 plus 3%
Black and White Copies	\$0.10 per page (8.5" x 11")
Color Copies	\$0.20 per page (8.5" x 11")
Black and White Copies	\$1.25 per page (Exceeding 8.5" x 11")
Color Copies	\$2.05 per page (Exceeding 8.5" x 11")
CD Copies	\$2.00 each
Thumb Drive	\$5.00 each
Public Record Request	Determined by Request IC 74-102 (10) A-G