

**RESOLUTION NO. 2025-07-08  
City of Spirit Lake Fee Schedule**

A RESOLUTION OF THE CITY OF SPIRIT LAKE, A MUNICIPAL CORPORATION OF IDAHO, AMENDING RESOLUTION 2024-03-11A, 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 July 8, 2025, 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 reflects the new and amended fees and all other fees that have not been amended, be adopted for the City of Spirit Lake, effective July 8, 2025:

<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
Police Department Fees	8
Park and Recreation Fees	9
Miscellaneous Fees	10

AYES: Councilor Woods, Councilor Privett, & Mayor Cowperthwaite

NAYS: Councilor Walter & Councilor Phipps

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 8th day of July 2025.

APPROVED by the City Council on this 8<sup>th</sup> day of July 2025.

ADOPTED by the City Council and APPROVED by the Mayor this 8 day of July, 2025.

CITY OF SPIRIT LAKE

By:

  
Jeremy Cowperthwaite, Mayor

Attest:



Michelle Wharton, City Clerk

### Attachment 1 - Public Work Fees

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

#### EVENTS:

Event Street Closure	\$50.00 Per Block
Event without Electricity	\$25.00 Per Day
Event with Electricity	\$50.00 Per Day
Beer Garden ( liquor license and catering permit required)	\$250 Per Event
Park Gazebo Rental	\$50.00 Per Day

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.

## 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 (per ERU)	\$31.00
School Water Fee for 12,000 gallons (base rate)	\$31.00
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 (1000-gallon overage)*Residential, Commercial, School & Resort*	\$3.00
Residential and Commercial Sewer (per ERU)	\$52.00
Street Light fee (in town residents only)	\$3.00
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

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

Water Connection Residential 1" Service	\$8,499.00
Water Connection Commercial 1 -1 1/2" Meter	\$12,660.00
Water Connection Commercial 2" Meter	\$20,201.00
Water Connection Commercial 3" Meter	\$37,936.00
Water Connection Commercial 4" Meter	\$63,315.00
Water Connection Commercial 6" Meter	\$126,845.00
Sewer Connection Residential	\$11,717.00
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 (Ground)	\$1,700.00
Veteran Burial Plot (Non-Spirit Lake VFW Veteran- DD214 Required)	\$1,500.00
Opening and Closing Grave - Weekday	\$650.00
Opening and Closing Grave - Saturday	\$850.00
Opening and Closing Grave - Holiday	\$1,150.00
Inurnment Ground - Weekday	\$300.00
Inurnment Ground - Saturday	\$400.00
Inurnment Ground - Holiday	\$500.00
Niche Wall (Maximum of Two Urns)	\$1,500.00
Veteran Niche Wall (DD214 Required)	\$1,250.00
Inurnment Niche - Weekday	\$200.00
Inurnment Niche - Saturday	\$300.00
Inurnment Niche - 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**

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

### 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   5+-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**

<b>Liquor by the drink</b>	<b>\$375.00 per year</b>
<b>Draft , Bottled, or Canned Beer</b>	<b>\$200.00 per year</b>
<b>Wine by the Drink</b>	<b>\$200.00 per year</b>
<b>Retail Packaged Beer</b>	<b>\$50.00 per year</b>
<b>Retail Packaged Wine</b>	<b>\$200.00 per year</b>

### Attachment 8 - Police Department Fees

VIN Inspections	\$5.00 per Vehicle
Negligent Vehicle Impound Fee	\$150.00
Peddlers & Solicitors Registration	\$50.00
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
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 9 - Park and Recreation Fees**

**YOUTH SPORTS:** **\$30.19\* 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/TOURAMENTS**

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

**\*\*\*All Park and Recreation Fees for Sports, Sales, and Activities will be Charged a 6% Idaho State Sales Tax\*\*\***

### Attachment 10 - 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 Permit Fee	\$10.00 monthly
Alcohol Beverage Catering Permit	\$20.00 per day
Non-Sufficient Funds Fee (Non-PSN Payments)	\$20.00
Accounts Payable Late Fee 2% After 30 days Delinquent and every 30 days until Paid in Full	
Collection Agency Fees	Additional 50% assessed on full amount
Credit Card Fees:	
Payment made through Payment Solutions Network (PSN)	
Credit Card Payment (Online or Mobile)	3%*
Credit Card Payment (Automated Phone )	3%* + \$0.95
Credit Card Payment (Live PSN Representative)	3%* + \$2.95
eChecking or eSavings Payment (Online or Mobile)	\$1.50
eChecking or eSavings Payment (Automated Phone)	\$2.45
eCheck Returned due to NSF (Charged by PSN)	\$35.00
*PSN Credit Card Payments less than \$99.99	Additional \$0.50
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