



RESOLUTION 2016-963

**A RESOLUTION OF THE MAYOR AND COMMON COUNCIL  
OF THE TOWN OF CAMP VERDE, YAVAPAI COUNTY, ARIZONA,  
ADOPTING FEES FOR TOWN SERVICES FOR FY 2016-17  
AND SUPERSEDING RESOLUTION 2015-835**

**WHEREAS**, the Town Council is authorized by sections of the Town Code to set fees for Town services, building permits, business licenses, and for use of public facilities (Sections 3-4-3.3, 7-2-111, 9-3-7 and 13-1-2), to be adopted by resolution, and


**WHEREAS**, departments have submitted to Council recommended fees for services to the public as set forth in Exhibit A incorporated herein by reference,

**NOW THEREFORE THE MAYOR AND COMMON COUNCIL OF THE TOWN OF CAMP VERDE RESOLVE TO ADOPT THE FOLLOWING FEE SCHEDULES:**

1. *Departmental Fees.* Fees for services to the public, building permits, business licenses and use of public facilities as set forth in Exhibit A are hereby adopted, effective July 1, 2016.
2. *Prior Resolutions and Fee Schedules.* Any prior fee schedule established under the Town Code is hereby replaced.

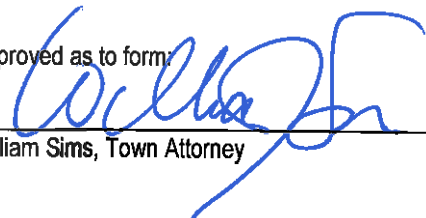
PASSED AND APPROVED by majority vote of the Common Council at the regular meeting of May 4, 2016

PASSED AND ADOPTED:

  
Mayor Charles German

5-12-2016  
Date

Attest:  
  
Virginia Jones, Town Clerk Date

Approved as to form:  
  
William Sims, Town Attorney Date

**Town of Camp Verde**  
**FY17 Fee Schedule**  
 Dept requests for FY17 to be effective 7/1/16

	2015-16	2016-17
	Council Approved 4/15/15	Department Proposed Changes
<b>Clerk's Office</b>		
<b>Duplication Rates</b>		
Current Agenda Packets (per page)	\$0.25	
Minutes	\$0.25	
Recordings (per CD)	\$5.00	
Recordings (when town provides jump drive)	\$7.00	
Public Records Request (per page)	\$0.25	
Public Records Electronic Request	No Charge	
Business License List (Commercial request)	\$200.00	Remove
<b>Notary Fees</b>	No Charge	
<b>Publicity Pamphlet</b>	\$200.00	
<b>Business License Fees</b>		
Business License Fee/Inspection/Setup Fee	\$50.00	
Peddler/Solicitor's License (in addition to \$1,000 Bond & Cost of Background Ck)	25.00 Per day	
Special Event Promoter (Per Event)	No Charge	
Special Event Vendor (Non-Profits)	No Charge	
Special Event Vendor	\$25.00 Per Event	
Renewal of Existing Current Business License		
Business License Fee (annual)	\$25.00	
Name/Address Change in Addition to Annual Fee	No Charge	
<b>Liquor License Permits</b>		
Application/Posting/Inspection Fee	\$250.00	
Business License (annually) + the following:		
Series 01 through 14 and Series 16 & 17	\$50.00	
One-time Special Event Permit	\$50.00	
<b>Public Works</b>		
Site Plan Review	\$225.00 per applicable sheet (1st & 2nd Reviews)	
Engineering report reviews (drainage reports, design reports, traffic reports (TIA) soils reports, and others)	\$250.00 per report (includes first 2 reviews; \$150 for each subsequent review)	
Construction Plans and Grading Plans (Civil grading and drainage, As Built Plan Review)	\$225 per applicable sheet (includes first 2 reviews; \$250.00 for each subsequent review)	
Plat Review (Preliminary & Final plat reviews)	\$250 per applicable sheet (includes first 2 reviews; \$150 for each subsequent review)	
<b>Right of Way</b>		
Encroachment permit	\$281.00	
Right of Way Permits (excluding utility companies)	\$50.00	
After the Fact Right of Way Permit	\$100.00	
<b>Miscellaneous Plan Review</b>		
Engineer's Cost Estimate Residential grading plan review (\$100 for entire submittal) Plan revision reviews	\$100.00 per applicable sheet	
Any Additional Inspections	\$50.00 per inspection	
Public Improvement Construction Inspection	\$225.00	
<b>Signs</b>		
New Private Road Street Signs (per sign). Includes installation.	\$85.00	
Adopt-a-road Street Signs (per sign). Includes installation.	\$100.00	
<b>Finance Department</b>		
Non Sufficient Funds (NSF) Check Charge	\$10.00	

### Municipal Court

<b>ARS §22-404</b>		
Minimum Clerk Fee		
Research in Locating a Document		\$17.00
Record Duplication		\$17.00
Per Page Fee		\$0.50
<b>Special Fees:</b>		
Injunction Against Harassment		No charge
Domestic Violence Order of Protection		No charge
<b>Special Fees</b>		
Civil Traffic Default Fee		\$50.00
Warrant Fee		\$150.00
Municipal Court Enhancement		\$20.00
Court Appointed Counsel Fee		\$25.00
Collection fee( \$35 per case + 10%)		19% + 35 per case
Deferral fee (\$1.00 - \$500.00)		1.00 - 500.00

### Library

Photocopies - B&W		\$0.10
Photocopies - Color		\$0.50
B&W Printouts from Public Internet Computers. REVENUE FROM THESE LINES GO DIRECTLY TO QCI PRINT SERVICES PER OUR AGREEMENT		\$0.10
Color Printouts from Public Internet Computers		\$0.50
Local & Long-distance FAX - per page		\$1.00
Card Replacement		\$3.00
Overdue Items (our Library) (per day)		\$0.10
Non-CV Library Overdue Items (inside county)		Varies by Library
Non-CV Library Overdue Items (outside county) (per-day)		\$1.00
Lost Items		Replacement Cost + Overdue Fines

### Marshal's Office

Reports (up to 20 pages)		\$5.00
Additional pages (per page)		\$0.25
Vehicle Impound Administrative Hearing		\$150.00
911 Tape		\$10.00
Photographs		\$10.00
<b>Training Room Fee for all private and profit organizations</b>		
4-8 hours		\$25.00
Less than 4 hours		\$15.00

### Animal Shelter

Impound Fee - where any of the following exist: 1) a current license pursuant to section 11-1008 exists or 2) animal has been sterilized and implanted with microchip or 3) a veterinarian determines that a medical contraindication exists		\$25.00
Impound Fee - where any of the following don't exist: 1) a current license pursuant to section 11-1008 exists or 2) animal has been sterilized and implanted with microchip or 3) a veterinarian determines that a medical contraindication exists		\$50.00
Additional Fee per night		\$10.00
<b>Animal License Fees</b>		
Altered Dog (purchased before March 1)		\$10.00
Unaltered Dog (purchased before March 1)		\$20.00
Altered Dog (purchased after March 1) recommend no late fee		\$10.00
Unaltered Dog (purchased after March 1) recommend no late fee		\$20.00

**NO LICENSE WILL BE ISSUED WITHOUT PROOF OF RABIES VACCINATION**

**Parks & Recreation**

Class A - Town co-sponsored, youth sports, non-profit groups, churches, schools and civic groups  
 Class B - Individuals and groups using facilities whose purpose is clearly of a not for profit nature  
 Class C - Profit making individuals, groups or organizations

**Deposits**

Key Deposit (all classes) (per key)	\$110.00
Key Card Deposit (all classes) (per key card)	\$40.00

**Heritage Pool Fees (Pool fees are effective opening day of pool in 2015)**

**Adults (18 & over)**

Per Visit	\$2.50
10 Visits	\$20.00
Season Pass	\$70.00

**Children**

Per Visit	\$1.50
10 Visits	\$12.50
Season	\$50.00

**Family Pass (Immediate Family Only)**

10 Visits	\$35.00
Season - open swim & Family nights only	\$135.00

**Swim Lessons**

Swim Lessons (30 minutes) two week session 4 days a week	\$25.00
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**Pool Rental Fee**

Private Use - Non-commercial up to 44 Participants (Per Hour) Includes 3 Lifeguards	\$70.00
Private Use - Non-commercial 45-88 Participants (Per Hour) Includes 4 Lifeguards	\$90.00
Cleaning Deposit - Class A & B	\$100.00

**Pool Specialty Classes**

Adult - 25% of fees to Town/75% to instructor. Fees to be determined by instructor.	25% / 75%
Youth - 20% of fees to Town/80% to instructor. Fees to be determined by instructor.	20% / 80%

**Parks & Recreation Facility Fees - General**

**Banner Pole Fee**

Class A	No Charge
Class B	\$50.00
Class C	Not Allowed

**Equipment**

None	N/A
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**Tables**

Class A	No Charge
Class B less than 10 tables	No Charge
Class B (per table) if more than 10 tables	\$5.00
Class C (per table)	\$8.00

**Chairs (if available)**

Class A	No Charge
Class B less than 40 chairs	No Charge
Class B (per chair) if more than 40 chairs	\$1.00
Class C	\$2.00

**PA system (if available)**

Class A	No Charge
Class B	No Charge
Class C (per day)	\$25.00
Damage deposit - All Classes	\$50.00

**Meeting Room Fee**

Class A	No Charge
Class B (per hour(2hr min)/ per day)	\$15 / \$90
Class C (per day(2hr min)/per day)	\$25 / \$100

Rooms have tables & chairs on an "as available" basis for no additional charge

**Electrical Use Fee**

Park/Gazabo/Ramada - all classes (per event)	\$20.00
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### Parks & Recreation (Cont'd)

#### Ball Field Lights (24-hour cancellation notice required)

Class A		No Charge
Class B (per hour)		\$60.00
Class C (per hour)		\$65.00

#### Specialty Classes

25% of fees to Town / 75% to instructor (adult). Fees to be determined by instructor.		25% / 75%
20% of fees to Town / 80% to instructor (youth). Fees to be determined by instructor.		20% / 80%

#### Fencing Fee

Class A (per panel)		No Charge
Class B (per panel)		\$10.00
Class C (per panel)		\$15.00

#### Soccer and Baseball Field Fee

Class A		No charge
Class B (per hour/per day)		\$25 / \$75
Class C (per hour)		\$40.00

#### Gym Fees

Class A - less than 100 attending		No Charge
Class A (per hour-2hr min/per day) - more than 100 attending		\$25 / \$150
Class B (per hour-2hr min/per day)		\$50 / \$300
Class C (per hour-2hr min/per day)		\$100 / \$500
Cleaning/Damage Deposit - All Classes		\$500.00

#### Gym Floor Preparation Fee

All Classes		\$75.00
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#### Park Ramada, Gazebo or Town Ramada Fee

Class A		No Charge
Class B		No Charge
Class C		\$75.00

#### Exterior Light Fee (Commercial Grade String Lights)

Class A		No Charge
Class B		\$50.00
Class C		\$50.00

#### Town Ramada Electric Fee

Class A per day		\$100.00
Class B per day		\$100.00
Class C per day		\$150.00

#### Use of Water Fee

Class A per day		\$40.00
Class B per day		\$50.00
Class C per day		\$100.00

#### Kitchen Fee

Class A		No Charge
Class B - 4 Hour		\$25.00
Class B (per day)		\$75.00
Class C - 4 Hour		\$50.00
Class C (per day)		\$100.00

### Community Development

#### Board of Adjustment & Appeals

Appeal		\$500.00
Variance		\$800.00
Additional Variance/Same Application		\$55.00

#### Copies of Maps (plotted or unplot)

Large		\$30.00
11 X 17		\$5.00
8 X 11		\$5.00

#### General Plan Amendment

Minor		\$1,800.00
Major		\$1,800.00

#### Map Change for Zoning (ZMC)

To Agriculture zone		\$1,700.00
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**Community Development (Cont'd)**

Residential to Residential (50 acres)	\$1,700.00
plus \$55 for each additional acre	\$55.00
Residential to Commercial (5 acres)	\$1,700.00
plus \$85 for each additional acre	\$85.00
Commercial to Commercial (5 acres)	\$1,700.00
plus \$85 for each additional acre	\$85.00
Commercial to Industrial (5 acres)	\$1,700.00
plus \$85 for each additional acre	\$85.00
PAD and PUD (for one (1) acre)	\$1,700.00
plus \$55 per acre up to 10 acres	\$55.00
plus \$2.00 per acre over 10 acres	\$2.00
Major Amendment (one (1) acre)	\$1,700.00
plus \$55 per acre up to 10 acres	\$55.00
plus \$2.00 per acre over 10 acres	\$2.00
Minor Land Division	\$200.00
Lot Line Adjustment	\$200.00
Text Amendment to Planning & Zoning Ordinance (Citizen Initiated)	\$1,800.00
<b>Subdivision Plats</b>	
Administrative Conceptual Plan Review (Subdivisions)	\$500.00 Plus \$80 Fire Marshal Review Fee
Preliminary Plat (for 10 lots)	\$2,000.00 Plus \$80 Fire Marshal Review Fee
plus \$10 lot over 10 lots, \$4,300 max fee	\$10.00
Final Plat (for 10 lots)	\$1,400.00
plus \$10 lot over 10 lots, \$4,300 max fee	\$10.00
Amended Plat (for 10 lots)	\$895.00
plus \$10 lot over 10 lots, \$4,300 max fee	\$10.00
Final Site Plan PUD Review	\$550.00
Time Extensions	\$300.00
Development Standards Review (Commercial - Industrial & Multi-Family)	\$500.00 Plus \$100 Fire Marshal Review Fee
Community Facilities District	As determined by the Town Manager
<b>Development Agreement</b>	
Revision to Amend	Halfy. Wage of Emp. + Materials
Reconsideration	Halfy. Wage of Emp. + Materials
<b>Use Permits</b>	
Open Space Uses	\$1,800.00 Plus \$80 Fire Marshal Review Fee
Residential Uses	\$1,800.00 Plus \$80 Fire Marshal Review Fee
Commercial (RCD, RS, C1 & C2)	\$1,800.00 Plus \$80 Fire Marshal Review Fee
Heavy Commercial/Industrial Uses (C3, PM, M1, M2)	\$1,800.00 Plus \$80 Fire Marshal Review Fee
Mobile/Manufactured Home Parks (for 10 spaces)	\$1,800.00 Plus \$80 Fire Marshal Review Fee
plus \$15 per space up to 100 spaces	\$15.00
plus \$10 for each additional space	\$10.00
RV Parks	\$1,800.00 Plus \$80 Fire Marshal Review Fee
plus \$15 per space up to 100 spaces	\$15.00
plus \$5 for each additional space	\$10.00
Mining (5 acres)	\$1,000.00 Plus \$80 Fire Marshal Review Fee
plus \$55 per acre up to 50 acres	\$55.00
plus \$10 for each additional acre	\$10.00
Temporary Use Permit or Dwelling Permit	\$150.00
<b>Continuance of Hearing</b>	
Before Advertising	\$150.00
After Advertising	\$300.00
<b>Signs</b>	
Non-Illuminated	\$2.00 Per Square Foot/\$20.00 Minimum Plus Building Permit Fee/Building Plan Review Fee If Attachment Or Footing Details Are Required
Illuminated	\$3.00 Per Square Foot/\$30.00 Minimum Plus Building Permit Fee/Building Plan Review Fee If Attachment Or Footing Details Are Required
A Frame Sign	\$50.00
Mural	\$50.00
Off Premise	\$1,800.00

**Community Development (Cont'd)**

<b>Streets</b>	
Street Abandonment	\$1,800.00
Street Name Change	\$500.00
Verification Letter	\$300.00
Underground Utilities Exemption	\$200.00
<b>Wireless Communication</b>	
Administrative Review	\$500.00
Applications requiring Special UP towers less than 99'	\$1,800.00
Towers 100 to 199'	\$2,100.00
Towers 200' and above	\$2,700.00
<b>Zoning Clearance for Building Permits</b>	
Residential remodel/residential accessory structure	\$85.00
Commercial Remodel - Interior	\$100.00
Commercial Remodel - Interior/Exterior	\$225.00
New Commercial	\$300.00
Fence	\$25.00 Zoning Clearance Plus \$25.00 Inspection Fee
Residential single family dwelling	\$175.00

THE VALUE OR VALUATION OF A BUILDING OR STRUCTURE FOR THE PURPOSE OF DETERMINING PERMIT AND PLAN REVIEW FEES WILL BE ESTABLISHED USING THE BUILDING VALUATION DATA (BVD) CONTAINED IN THE INTERNATIONAL CODE COUNCIL BUILDING SAFETY JOURNAL PUBLISHED ANNUALLY IN FEBRUARY. THIS DOCUMENT IS AVAILABLE FOR PUBLIC INSPECTION IN THE TOWN OF CAMP VERDE OFFICE OF COMMUNITY DEVELOPMENT, AUTHORITY TO DETERMINE VALUE PER PROVISIONS OF ADOPTED CODES.

**GRADING PERMIT FEES**

50 Cubic Yards or Less	\$25.00
51 to 100 Cubic Yards	\$40.00
101 to 1,000 Cubic Yards	\$50.00 for the first 100 Cubic Yards plus \$18.00 for each additional 100 Cubic Yards
1,001 to 10,000 Cubic Yards	\$200.00 for the first 1,000 Cubic Yards plus \$15.00 for each additional 1,000 Cubic Yards
10,001 to 100,000 Cubic Yards	\$350.00 for the first 10,000 Cubic Yards plus \$50.00 for each additional 10,000 Cubic Yards
100,001 Cubic Yards or More	\$825.00 for the first 100,000 Cubic Yards plus \$50.00 for each additional 10,000 Cubic Yards

**BUILDING PERMIT FEES**

**Total Valuation**

NOTE: Unless otherwise noted, the fees listed below are utilized to establish valuation (cost of construction including labor and materials) to be used in calculating permit fees and do not reflect the actual cost of the permit.

\$1.00 TO \$500.00	\$24.00
	\$24.00 for the first \$500.00 plus \$3.55 for each additional \$100.00 or fraction thereof, to and including \$2,000.01
\$501.00 TO \$2,000.00	
	\$77.25 for the first \$2,000.00 plus \$14.50 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.01
\$2001.00 to \$25,000.00	
	\$410.75 for the first \$25,000.00 plus \$10.80 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.01
\$25,001 to \$50,000.00	
	\$575.75 for the first \$50,000.00 plus \$7.50 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.01
\$50,001.00 to \$100,000.00	
	\$1,050.75 for the first \$100,000.00 plus \$6.00 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.01
\$100,001.00 to \$500,000.00	
	\$3,450.75 for the first \$500,000.00 plus \$5.15 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.01
\$500,001.00 to \$1,000,000.00	
	\$6,025.75 for the first \$1,000,000.00 plus \$4.05 for each additional \$1,000.00 or fraction thereof
\$1,000,001.00 and up	