

OAKLEY CITY FEE & RATE RESOLUTION NO. 2021-09

A RESOLUTION ADOPTING FEE SCHEDULES AND POLICIES FOR DEVELOPMENT, PLANNING, BUSINESS LICENSE, AND OTHER FEES.

WHEREAS, Oakley City has enacted various Resolutions and/or Ordinances at various times to set forth a schedule of fees for the various City services and operations as listed above, and

WHEREAS, Oakley City has recently adopted updated Land Use and Development regulations and has added/modified processes, fees, and the like,

WHEREAS, it has become necessary to update the current fee resolution regarding various development, planning, business license, GRAMA and other fees to reflect the changing costs of performing services and public benefits, and

NOW THEREFORE, BE IT RESOLVED by the City Council of Oakley City, State of Utah, as follows:

The Fee Schedule(s) as adopted by any previous Resolutions or Ordinances that are updated or contained in this Resolution are hereby repealed and in its place this Resolution is adopted establishing the fees for various City services, permits, and processes as follows. All other parts, sections, regulations or fees of any Resolutions or Ordinances other than those modified or included in this Resolution shall remain in full force and effect.

SECTION 1

DEVELOPMENT AND PLANNING RELATED FEE SCHEDULE

SECTION 1.1 BUILDING DEPARTMENT FEES

1.1.1 **BUILDING PERMIT FEES:** Building permit fees shall be in accordance with the International Building Code (IBC) as adopted by the State of Utah.

1.1.2 **APPLICATION FEE:** \$50.00

1.1.3 **PROFESSIONAL FEES:** some individual building lots may require professional services and consultation (i.e., engineering, legal, public health). These costs will be passed on to the applicant and are due at the time of building permit approval and issuance. Failure to reimburse the City for these costs will result in non-issuance of the building permit or a stop work order. These costs are collectible even if the application is withdrawn.

1.1.4 **PLANNER CONSULTATION FEE:** \$0.00 First Visit up to 30 min.
\$50.00 for each subsequent visit or phone call exceeding 30 min.

SECTION 1.2

PLANNING FEES

1.2.1

MINOR SUBDIVISION – 3 LOTS OR FEWER

- I. Application Fee: \$750.00 + \$500 Retainer

Included in application fee is one meeting with the City Planner for sketch plan review, 2 mandatory Public Hearings with the Planning Commission and/or City Council (preliminary plat review.)

The retainer will be used, as required, for the public noticing costs and professional review costs incurred by the City.

- II. Professional Fees: Based upon individual project costs. See below.

Projects which require review by the City attorney, City engineer, or other consultant(s) shall be billed to the applicant at the actual billed rates incurred. At the time of making application to the City for approval of a new subdivision, an applicant shall pay a retainer to be used as a credit from which the City may cover the applicant's share of professional fees incurred by the City on an ongoing basis in connection with the application. The City will provide an itemized accounting for charges against the retainer amount. All professional fees incurred by the City that exceed the retainer will be due before signatures and recording of documents. Professional fees incurred by the City are still billable against the retainer even if the application is withdrawn. Amounts exceeding the retainer after an application has been withdrawn are due to the City and considered collectable.

- III. Revisions to Application: \$100 per meeting

Revisions, by the applicant, to application after preliminary plat hearings may require additional review by Planning Commission. This determination is at the discretion of the City Planner. If a revision is required based upon conditions required by the City this fee may be waived.

1.2.2

MAJOR SUBDIVISION- 4 OR MORE LOTS

- I. Application Fee: \$1,000 + \$250/lot after the 3rd lot

Included in the application fee is one meeting with the City Planner for sketch plan review, 3 mandatory public hearings with Planning Commission and/or City Council.

- II. Retainer: \$1,000 for fewer than 8 lots
\$3,000 for greater than 8 lots

The retainer will be used, as required, for the public noticing costs and professional review costs incurred by the City.

III. Professional Fees: Based upon individual project costs. See below.

Projects which require review by the City attorney, City engineer, or other consultant(s) shall be billed to the applicant at the actual billed rates incurred. At the time of making application to the City for approval of a new subdivision, an applicant shall pay a retainer to be used as a credit from which the City may cover the applicant's share of professional fees incurred by the City on an ongoing basis in connection with the application. The City will provide an itemized accounting for charges against the retainer amount. All professional fees incurred by the City that exceed the retainer will be due before signatures and recording of documents. Professional fees incurred by the City are still billable against the retainer even if the application is withdrawn. Amounts exceeding the retainer after an application has been withdrawn are due to the City and considered collectable.

IV. Additional Review or Revisions:

Planning Commission or City Council	\$100/meeting
City Planner	\$50/meeting or phone call exceeding 30 minutes.

V. Master Planned Developments may be subject to an infrastructure completion bond of 120% of the total infrastructure cost at the discretion of the Planning Commission.

1.2.3

MINOR PLAT AMENDMENT – LOT LINE ADJUSTMENT OR COMBINING 2 OR MORE LOTS.

I. Application Fee: \$250 + \$250 Retainer

Application Fee includes one meeting with the City Planner and the costs for the required meetings with the appropriate governing body.

Retainer will be applied toward professional review fees for the project. (For more information on the retainer and professional fees please see the information included for Minor/Major subdivisions.)

II. Professional Fees: Based upon individual project costs. See below.

Projects which require review by the City attorney, City engineer, or other consultant(s) shall be billed to the applicant at the actual billed rates incurred. At the time of making application to the City for approval of a new subdivision, an applicant shall pay a retainer to be used as a credit from which the City may cover the applicant's share of

professional fees incurred by the City on an ongoing basis in connection with the application. The City will provide an itemized accounting for charges against the retainer amount. All professional fees incurred by the City that exceed the retainer will be due before signatures and recording of documents. Professional fees incurred by the City are still billable against the retainer even if the application is withdrawn. Amounts exceeding the retainer after an application has been withdrawn are due to the City and considered collectable.

III. Additional Review or Revisions:

Planning Commission or City Council	\$100/meeting
City Planner	\$50/meeting or phone call exceeding 30 minutes.

1.2.4

MAJOR PLAT AMENDMENT – PARCEL BOUNDARY ADJUSTMENTS, VACATION, SIGNIFICANT CHANGES TO THE PLAT AS RECORDED.

I. Application Fee: \$400 +\$500 Retainer

Application Fee includes one meeting with the City Planner and the public noticing costs for the required meetings with the appropriate governing body.

Retainer will be applied toward professional review fees for the project. (For more information on the retainer and professional fees please see the information included for Minor/Major subdivisions.)

II. Professional Fees: Based upon individual project costs. See below.

Projects which require review by the City attorney, City engineer, or other consultant(s) shall be billed to the applicant at the actual billed rates incurred. At the time of making application to the City for approval of a new subdivision, an applicant shall pay a retainer to be used as a credit from which the City may cover the applicant’s share of professional fees incurred by the City on an ongoing basis in connection with the application. The City will provide an itemized accounting for charges against the retainer amount. All professional fees incurred by the City that exceed the retainer will be due before signatures and recording of documents. Professional fees incurred by the City are still billable against the retainer even if the application is withdrawn. Amounts exceeding the retainer after an application has been withdrawn are due to the City and considered collectable.

III. Additional Review or Revisions:

Planning Commission or City Council	\$100/meeting
City Planner	\$50/meeting or phone call exceeding 30 minutes.

1.2.5	CONDITIONAL USE PERMIT	\$250.00 + Professional Review Fees (If needed)
1.2.6	TEMPORARY USE PERMIT	\$200 + Professional Review Fees (If needed)
1.2.7	LOW IMPACT PERMIT	\$200 + Professional Review Fees (If needed)
1.2.8	ZONING CHANGE/CITY CODE AMENDMENT	\$2,500
1.2.9	ANNEXATION PETITION	\$2,500

SECTION 2

BUSINESS LICENSE FEES

2.1.1	Business License (New)	\$50.00
	Business License Renewal	\$25.00

Note: All licenses may require other planning department fees and/or permits.

SECTION 3

EXCAVATIONS AND ENCROACHMENTS

3.1.1	Asphalt Cut Repair Bond	\$750 bond
3.1.2	Driveway Approach Fee	\$200 + \$250 bond

Includes driveway plan review, rough grade inspection, and final inspection.

*Additional engineering review costs will be billed to applicant.

I. **Driveway Reinspection Fee** \$100

3.1.2 **Excavation Permit**

I.	Small: Under 50 cubic yards	\$200
II.	Medium: 51-250 Cubic yards	\$400
III.	Large: Over 250 cubic yards	\$800

* Additional costs of Floodplain Permit and/or elevation certificate or Soils Engineering (Geology) Report and Recommendations may be required.

Additional engineering review costs will be billed to applicant.

3.1.4 **Grading Permits**

- I. **Regular Grading** \$250 if less than 5000 Cu. Yd.

- II. **Engineered Grading** \$450 if more than or equal to 5000 Cu. Yd.

Additional engineering review costs will be billed to applicant. Additional costs of Floodplain Permit and/or elevation certificate or Soils Engineering (Geology) Report and Recommendations may be required.

EFFECTIVE DATE

This resolution shall take effect immediately after its adoption and posting thereof.

Passed and adopted this _____of August 2021.

Mayor of Oakley City, Wade Woolstenhulme

ATTEST:

City Recorder, Amy Rydalch