

APPENDIX A: FEE SCHEDULE

The Town Manager, Town Clerk, Town Engineer, Town Attorney and any other necessary persons are hereby authorized to prepare the agreements, forms and instruments contemplated to be used by the town in implementing the provisions of this Fee Schedule.

<i>Fee Type</i>	<i>Base Fee</i>
<i>Zoning Clearance Fees</i>	<i>Metes and Bounds and Recorded Lots</i>
1. Residential: Site built house; mobile home; duplex; triplex; quad; multi-family; motel w/cooking facilities.	\$100 per dwelling unit
a. Detached accessory structures, such as courts, pools, garages, water tanks, barns, stables and sheds greater than 400 square feet	\$25
b. Fences, walls, sheds, 400 square feet or less in size, and extensions to existing detached accessory structures	\$15
2. Residential follow-on (means attached to a primary structure): Attached accessory/additions (including enclosures)	\$35
a. Remodel	\$15
b. Slabs, paving, patios, and sheds 400 square feet or less	\$15
3. Nonresidential: noncommercial; motels; camps; commercial; industrial; changes of use; includes slabs, paving, walls, fences, sign supports, permits	\$.125 per sq. ft. under roof
Otherwise, minimum permit	\$125
4. Minimum permit	\$15
5. Permit renewals (within 180 days of original permit)	
a. Single family residential	\$10
b. Non-single family residential	\$50
6. Revised plot plan	\$10
7. Refunds of zoning clearance fees	
a. Denied or withdrawn zoning clearance	Retain \$10 or 25%, whichever is greater
b. Department errors, such as duplicates	\$0
8. Mobile home parks (RV)	\$200 plus \$10 per space

<i>Fee Type</i>	<i>Base Fee</i>
9. Commercial permit review fee	\$100 (nonrefundable)
10. Lighting permit	\$50
11. Home occupation	\$25
Temporary Dwelling Permits	
1. New	\$25
2. Renewal	\$50
3. Second renewal	See use permit
Sign Permits	
Sign Type:	
1. Temporary signs, directional signs (both on- and off-premises)	\$10
2. All on-premises signs intended for advertising regardless of use or size	\$60
3. All off-premises signs (other than directional)	\$200
Note: Structures other than purely supports (such as monuments, poles and standards) must be permitted as structures separate from their associated signs with permits under general zoning clearance procedures or have a proven pre-existing legal status.	
Hearing Applications to Boards of Adjustment and Appeals	Base Fee (Includes Electronic Document Fee)
1. Base variance	R: \$250/C: \$500*
2. Each additional variance	
a. 2 BOA appeals (must be separate hearing application)	\$400*
b. Hearing Officer appeal (payable to Zoning Administrator)	\$400*
c. Zoning verification letter	\$150*
d. Minor administrative variance (administrative review)	\$85
2. Conditional use permits	
a. Residential	\$750 plus \$10 per acre
b. Commercial	\$1,000 plus \$10 per acre
c. Industrial	\$1,000 plus \$10 per acre

<i>Fee Type</i>	<i>Base Fee</i>
Zoning Map Change (to following district) OR use permit (determined by district in which the requested use would most closely be allowed in as a matter of right)	Base Fee + Multiplier (Includes Electronic Document Fee)
1. Residential (R1L; RMM; R1; RCU; R2; OS)	\$750 plus \$20 per acre
2. Commercial (RCD; RS; PI; C1; C2)	\$1,000 plus \$50 per acre
3. Industrial (C3; PM; M1; M2)	\$1,000 plus \$50 per acre
4. Planned Area Development (PAD)	\$750 plus \$20 per acre
5. Planned Area Development (PAD) Major amendment (P&Z and Town Council hearing required)	\$750 plus \$10 per acre
6. Planned Area Development (PAD) Minor amendment (staff review)	\$500*
7. Administrative amendment	\$1,000
8. Density district change ONLY, which results in a decrease in the overall density with no change to the use district	\$0
9. Density district change ONLY, which results in an increase in the overall density with no change to the use district	New application fee for corresponding use district type (i.e., residential, commercial, industrial)
10. Extension of time for time limited zoning.	Base fee only
11. Amendment of conditional zoning	Full fee less 25%
12. UP renewal with NO modifications	Full fee less 50%
13. UP renewal with modifications	Full fee
14. UP mobile home/RV park	\$700 plus \$10 per space
15. UP home occupation (uses are distinguishable from normal residential uses and do not meet all requirements of the home occupation ordinance)	\$300
16. Administrative UP with comment	\$350
17. UP or conditional zoning amendment	Same as full fee less 25%
Street Names and Addressing	Base Fee + Multiplier (Includes Electronic Document Fee)
1. Change existing street name	\$250
2. Change existing address number (per request and not initiated by Yavapai County for 911 purposes)	\$250

<i>Fee Type</i>	<i>Base Fee</i>
Wireless Use Permits	Base Fee (Includes Electronic Document Fee)
1. Applications to be processed by administrative review	\$250
2. Applications to be processed by administrative review with comment period	\$350
3. Applications requiring a use permit	\$1,000
4. Applications to review/renew an existing approved facility	50% of base fee
Final Site Plan	Base Fee (Includes Electronic Document Fee)
1. Amendment or review requiring a new public hearing	\$700*
2. Amendment or review requiring staff review only	\$250
3. Preliminary site plan review by P&Z and Town Council	\$500*
Development Agreements	
Base Fee	\$1,500
4. Amendment to approved development agreement	\$500
General Plan Amendments (Includes Community Plans)	Base Fee + Multiplier [\$50 per acre] (Includes Electronic Document Fee)
1. Minor	\$3,743
2. Major (heard once per year)	\$4,417
Subdivisions	Base Fee + Multiplier (Includes Environmental and Electronic Document Fee)
1. Sketch plan	\$350
2. Administrative preliminary plat	\$350 plus \$20 per lot
3. Preliminary plat	\$1,000 plus \$10 per lot
4. Final plat	\$750 plus \$10 per lot
5. Record of survey in lieu of subdivision (for 3 lots or less)	\$500
6. Abandonment of a final plat/zoning/reversion to acreage	\$750
7. Extension of time for pre-plat	\$500
8. Administrative consideration of a 6-month extension for final plat recording	\$100

<i>Fee Type</i>	<i>Base Fee</i>
9. Second and any subsequent extension(s) of final plat recording (requiring public hearing)	\$500
10. Traffic report related to platting	Actual cost to review.
11. Drainage report related to platting	Actual cost to review
Base P&Z Commission Review	
1. (Examples: review of miscellaneous applications such as Alternative Financial Assurances; Section Line Setback Waiver and the like)	\$500
2. Site/development plan/lotting layout	\$750
Re-advertising — Any Public Hearing	
1. Deferred to date specific	No fee
2. Deferred to date unspecified; application to be reheard between 0 and 179 days of original hearing date. Requires re-advertising only	\$250*
3. Deferred date unspecified; application to be reheard between 180 and 364 days of original hearing date. Requires re-advertising, posting, and public hearing notices mailed to surrounding property owners	\$250*
4. Deferred date unspecified; application to be reheard 365 days or longer after original hearing date. Requires new application	New full application fee
Annexations	
1. Base fee	\$750*
Professional Services	
1. Engineering review - base fee for any of the above	\$250 per sheet for first and second reviews, \$100 per hour thereafter
2. Engineer	Actual cost
3. Planner	Actual cost \$58.00
4. Clerical	Actual cost
*Plus direct expenses, i.e., postage, advertising and the like	

(Ord. 05-09, passed 6-21-2005; Am. Ord. 10-73, passed 8-17-2010; Am. Ord. 11-81, passed 3-15-2011)