

2023 Planning and Development Services Department Fee Schedule

Development Application Type	Application Class	2023 Fees
Minor Revisions Process	Class 1	\$250 for 2 hours; hourly rate thereafter
Renewals	Class 1	\$250 for 2 hours; hourly rate thereafter
Conceptual Worksession Process	NA	\$1,000 (Credit towards any future applications)
Rezoning Process	Class 4	\$1,000 for 8 hours; hourly rate thereafter
Density Transfer Process		
From lot, or density bank, to a lot	Class 4	Part of rezoning process fee
Within the density bank	Class 1	\$50
Design Review Process		
	Class 1	\$250 for 2 hours, hourly rate thereafter
	Class 2	\$500 for 4 hours; hourly rate thereafter
	Class 3	\$3,500 plus per unit fee; 8 hours hourly fee thereafter
Signs	Class 1	\$50
Roof Material (see CDC Section 17.5.6.C.3.)	Class 1	\$250 all zone districts, except Village Center zone district
	Class 3	\$500 in Village Center zone district
Deed Restricted Housing Design and Development Applications	Class 1-5	No Fee as incentive
Renewable Energy System Only Application	Class 3	No Fee as incentive
Design Variation Process	Class 3	\$250 per specific variation requested
Master Development Plan	Class 3	\$1,000 for 8 hours; hourly rate thereafter
Site Specific PUD (SPUD)		
Conceptual PUD	Class 4	\$2,000 for 32 hours; hourly rate thereafter
Sketch PUD	Class 3	\$3,000 plus per unit fee
Final PUD	Class 4	\$1,000 for 8 hours; hourly rate thereafter
Master PUD (MPUD)		
Outline PUD	Class 5	\$2,000 for 32 hours; hourly rate thereafter
Final PUD	Class 4	\$3,000 plus per unit fee
PUD Amendments		
Major Amendment	Class 4	\$1,000 for 8 hours, hourly rate thereafter plus per unit fee for any new added units.
Minor Amendment	Class 1	\$250 for 2 hours; hourly rate thereafter
Per Unit Fee (applicable to subdivision, design and PUD applications)		
Single-Family		No per unit fee for 1 dwelling unit
Multi-Family		\$50 per unit
Commercial		\$50 per 1,000 sq. ft.
Subdivision		
Major Subdivision	Class 4	\$2,000 for 16 hours, hourly rate thereafter
Minor Subdivision	Class 5	\$500 for 4 hours; hourly rate thereafter
Staff Subdivision	Class 1	\$250 for 2 hours; hourly rate thereafter
Condition Use Permits	Class 4	\$1,000 for 8 hours; hourly rate thereafter
Variance Process	Class 3	\$2,000 for 16 hours; hourly rate thereafter
Vested Property Rights	Class 4	\$500 for 4 hours; hourly rate thereafter
Home Occupations	Class 1	\$75 for 1 hour; hourly rate thereafter
Telecommunications Regulations		
New Freestanding Antenna	Class 4	\$1,000 for 8 hours; hourly rate thereafter
Attached to structure	Class 1	\$250 for 2 hours; hourly rate thereafter
Cell on Wheels (COW)	Class 1	\$250 for 4 hours; hourly rate thereafter
Defensible Space	Class 1	See incentive Program
Tree Removal Permit	Class 1	\$75 per permit; hourly rate thereafter
Tree Removal Permit for Hazard Trees	Class 1	No Fee as incentive
Appeals	NA	\$2,000
Haul (Large Truck) Permit	Class 1	Not associated with a development permit

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Alternative Review Process		
General Fund Departments	NA	No fee for Town projects
Town Enterprise Fund Department	NA	Same fee as private development
Town Development Applications		No fee for Town projects
General Fund Departments		No fee for Town projects
Annexation	NA	\$3,500 plus per unit fee up to 28 hours; hourly rate thereafter. Rezoning, subdivision and other applicable fees will apply.
Parking Payment-in- lieu Fee	Class 5	Set forth by the Council on a case-by-case basis
Administrative Development Agreement Amendment (No PUD amendment)	NA	\$250 for 2 hours, hourly rate thereafter
Professional Fees (Attorney, consultants, etc.)		Amount charged to the Town pursuant to CDC Section 17.1.13
San Miguel County Recording Fees		Amount charged to the Town by San Miguel County for recording documents.
Hourly rate		\$125 per hour
Miscellaneous development applications not covered by this fee schedule (e.g. General Easement Encroachment Agreements)	NA	\$250 fee for two hours; an hourly rate thereafter
Copies of Comprehensive Plan, CDC or other documents not covered by other fee schedule	NA	Copy cost plus 20% Large copies: As required by CAD operator fees
Fee reductions and fee waivers	NA	The Town Council has adopted a policy on fee waivers. The Director of Community Development may also reduce certain fees based on the scale of the application and estimated time involved for the development review procedures.

*Per unit fee is \$75 per hour in 2023, and \$100 per hour in 2024 subject to the fee schedule adoption.

Definition of Design Review Classifications

Class 1 = Staff Level Review

Class 2 = DRB Chairperson Review

Class 3 = DRB Review

Class 4 = DRB Recommendation and Town Council Review

Class 5 = Town Council Review

2023 Planning and Development Services Department Fee Schedule

Building Permit Fee Schedule Table 1-A – As Amended

Total Valuation	Fee
\$1.00 to \$1500.00	\$50.00 Plan review fee is not applicable.
\$ 1501.00 to \$25,000.00	\$90.00 for the first \$2000.00 plus \$ 1 5.75 for each additional \$ 1,000.00, or fraction thereof, to and including \$25,000.00.
\$25,001.00 to \$50,000.00	\$453.20 for the first \$25,000.00 plus \$ 11.50 for each additional \$ 1,000.00 or fraction thereof, to and including \$50,000.00.
\$50,001.00 to \$ 100,000.00	\$750.00 for the first \$50,000.00 plus \$7.95 for each additional \$ 1,000.00, or fraction thereof, to and including \$100,000.00.
\$100,0001.00 to \$500,000.00	\$1,150.00 for the first \$100,000.00 plus \$6.50 for each additional \$1,000.00, or fraction hereof, to and including \$500,000.00.
\$500,001.00 to 1,000,000.00	\$3,760.00 for the first \$500,000.00 plus \$5.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$6,700 .00 for the first \$1,000,000 .00 plus \$5.25 for each additional \$1,000.00, or fraction thereof.

Other Inspections and Building Department Fees:	2023
1. Inspections outside of normal business hours	\$250 Per Hour ¹ (Paid in advance)
2. Re-inspection and investigation fees	\$100.00 Per Hour ¹
3. Inspections for which no fee is specifically indicated	\$250.00 Per Hour (Min. ½)
4. Additional plan review required by changes, additions or revisions to plans	\$250.00 Per Hour ¹ (Min. ½)
5. For use of outside consultants for plan checking and inspections, or both	\$250 .00 Per Hour ¹
6. Violation Inspections	\$250.00 Per Hour ¹ (Min. ½)
7. Demolition Permit Fee	\$250.00
8. Solar Permit	\$1000 commercial and \$500 for Residential
9. Geothermal exchange as an energy alternative	No Fee for Incentive except payment of associated taxes with permit.
10. Exterior Energy Use Offset Program (aka Renewable Energy Mitigation Program or REMP) (found at Community Development Code Section 17.7.11.A.5(d)(ii) Exterior Energy Use, a subsection of the IECC Building Code Section.	REMP Fees are payable upon building permit issuance. See REMP worksheet ² on the town's website for calculation and fee requirements. (e.g. snowmelt, spas (including hot tubs), exterior pools)

¹ Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include legal fees, fees of outside consultants retained on behalf of the jurisdiction, and supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved. Inspections outside of normal business hours include driving time from and to employee's residence.

² <https://townofmountainvillage.com/green-living/incentive-programs/smart-building-incentive-program/>

The fee for each permit shall be as set forth in Table 1-A with the following exception:

Exception: Deed Restricted employee units, including deed restricted single family, detached condominium, employee apartment, employee condominium or employee dormitory shall have building permit fees waived except for county taxes associated with the building permit valuation.

Formula for calculating permit fees based on construction valuation of a project.

Permit Fee: Based on construction valuation of project calculated from Table 1-A above

Plan Review Fee: 65% of Permit fee. Plan review fees are non-refundable and are due at the time of permit submittal.

Mountain Village Use Tax: 4 ½% of 40% of valuation of project. (Tax rate established by Ordinance; not the fee resolution)

San Miguel County Use Tax: 1% of 40% of valuation of the project. (Tax rate established by the County and not the fee resolution).

Road Impact Fee: (Fee rate established by Ordinance and not the fee resolution)

All new construction, residential and commercial, including additions shall pay \$1.00 per gross square foot of construction.

All remodels shall pay \$1.00 per \$400.00 of total project valuation.

All Deed restricted housing as defined by Town of Mountain Village Housing Guidelines Road Impact Fee is waived.

Total of above 5 items equals total permit fee due upon issuance of a building permit

Violation Fees: (Working without a permit or required license)

1st offense: Double permit fees or minimum of \$500.00.

2nd offense: Quadruple permit fees or a minimum of \$1000.

3rd offense: License is subject to suspension or revocation and an addition fee of eight times the permit fees.