



CITY CLERK	
Records Request Fees	
Staff Research and Retrieval Time	First hour free, then \$32.00 per hour
Copies: 8 1/2 x 11 in.	\$0.25 per page
Copies: 11 x 17 in.	\$0.50 per page
Records on Flash Drive	\$26.00 per flash drive needed
Recordation Fees	
First Page	\$13.00
Each Additional Page	\$5.25 per page
Documents larger than 8.5 x 11: First Page	\$13.00
Documents larger than 8.5 x 11: Additional Pages	\$10.50 per page
Land Survey Plats: First Page	\$21.00
Land Survey Plats: Additional Pages	\$10.50 per page
Licenses	
Tobacco Retailer License	\$50.00 annually
City Liquor License Fees (State Fees Also Apply)	
Application Fees	
New License Application Fee (plus license fee)	\$800.00
New License Application Fee with Concurrent Review (plus license fee)	\$800.00
Application Fee for Transfer of Ownership (plus license fee)	\$750.00
Application Fee for Additional Liquor-Licensed Drugstore	\$800.00
Application Fee for Additional Liquor-Licensed Drugstore w/Concurrent Review	\$800.00
Late Renewal Fee (not more than 90 days of license expiration date)	\$500.00
Application Reissue Fee (more than 90 days, but <180 days of expiration date)	\$500.00
Application Reissue Fine (more than 90 days, but <180 days of expiration date)	\$25.00 per day past 90 day expiration date
Change of Location	\$530.00
Corporate/LLC Change(s) per person	\$100.00
Manager Registration	\$75.00
Annual Renewal Application Fee (plus license fee)	\$100.00
Annual Art Gallery Fee	\$100.00
License Fees	
Art License	\$41.25
Beer & Wine	\$48.75
Brew Pub	\$75.00
Club	\$41.25
Distillery Pub	\$75.00
Hotel & Restaurant	\$75.00
With One Optional Premises	\$75.00
Resort Complex	\$75.00
Campus Liquor Complex	\$75.00
Related Facility-Resort Complex	\$15.00
Related Facility-Campus Liquor Complex	\$15.00
Mini Bar Permit	\$48.75
Liquor-Licensed Drugstore	\$22.50
Lodging & Entertainment	\$75.00
Optional Premises	\$75.00
Racetrack	\$75.00
Retail Gaming Tavern	\$75.00
Retail Liquor Store	\$22.50
Tavern	\$75.00
Vintner's Restaurant	\$75.00
Fermented Malt Beverage On Premises	\$3.75
Fermented Malt Beverage Off Premises	\$3.75
Art Gallery Permit	\$3.75
Bed & Breakfast Permit	\$3.75
Each Resort-Complex-Related Facility Permit	\$15.00



Special Event Liquor Permit	
Malt, Vinous, and Spirituous Liquor	\$25.00 per day
Fermented Malt Beverage (3.2% Beer)	\$10.00 per day
Tastings Permit	\$37.00
Special Event Permit	
Application Fee	\$100.00
Required Clean-up Deposit	\$500.00
Park Fees	
Pavilion Deposit	\$100.00 per pavilion
Permit Change Fee (change of date or time for a permit already issued)	\$10.00 per occurrence
Small Pavilion Rental (Pavilion #2 or Pavilion #3)	
Resident	\$16.00 per hour
Non-Resident	\$32.00 per hour
Large Pavilion Rental (Pavilion #1)	
Resident	\$21.00 per hour
Non-Resident	\$42.00 per hour
Turf Field Rental	
Half Field	\$21.00 per hour
Full Field	\$42.00 per hour
Non-Resident Team Participant	\$10.00 per person per season
Turf Field Clean Up Fee (assessed when trash/water bottles left on field)	\$53.00 per occurrence
Other Fees	
Certification of Documents	\$5.00 per document
Certification of Transcript	\$5.00 + \$1.00 per page
Copies: 8 1/2 x 11 in.	\$0.25 per page
Copies: 11 x 17 in.	\$0.50 per page

MUNICIPAL COURT	
Bench Warrant	\$50.00 + costs incurred
Court Costs	\$35.00
Jury Trial	\$50.00
Mileage	Rate set by Municipal Judge
Court Cost Surcharge	\$10.00
Probationary or other services	\$20.00 per month
Jail Costs	Actual per day cost charged to the City
Late Fee/Time Payment Fee	\$25.00
Stay of Execution	\$25.00
Delinquent Payment Collections Fee	
	added 25% of Citation
Default on Outstanding Judgements and Warrants	\$30.00
Appeal to the Douglas County District Court	
Transcript deposit for trial	\$150.00
Trial by jury	\$200.00

FINANCE	
Insufficient Check Fee	\$25.00
Credit Card Fee	2.95% of transaction
Business License	\$25.00 biennially
Late Penalty: Paid between January 1 and January 31	\$10.00
Late Penalty: Paid between February 1 and February 28	\$20.00
Late Penalty: Paid after March 1	\$30.00
Administrative Fee for Filing Sales Tax Return on Paper	\$25.00

BUILDING	
Contractor Licenses	
Class A: Contractor	\$125.00 annually
Class B: General Contractor	\$125.00 annually
Class C: Basement/Remodels	\$125.00 annually
Class D-1: Roofing Contractor	\$75.00 annually
Class D-2: Single Trade Contractor	\$50.00 annually
Class E: Electrical	\$0.00
Class F: Plumbing	\$50.00 annually
Class G: Mechanical/HVAC	\$75.00 annually
Class H: Asphalt Paving Contractor	\$75.00 annually
Class I: Concrete and Form	\$75.00 annually
Class J: Demolition	\$75.00 annually
Class K: Excavating	\$75.00 annually
Class L: Utility Contractor	\$75.00 annually
Building Permit Fees	
\$1.00 to \$500.00	\$23.50
\$501.00 to \$2,000.00	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00 or fraction thereof, up to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00 or fraction thereof, up to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00 or fraction thereof, up to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof, up to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00 or fraction thereof, up to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00 or fraction thereof, up to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00 or fraction thereof
Electrical Permit Fees	
Other Building Fees	
Plan Review Fee	65% of total building permit fee
Inspections outside normal business hours	\$50.00 per hour
Reinspection Fees	\$50.00 per hour
Inspections where no fee is specifically indicated (minimum 1/2 hour)	\$50.00 per hour
Additional plan review required by changes, additions or revisions	\$50.00 per hour

PUBLIC WORKS	
Right-of-Way Permits	
Engineering Review	Actual Cost of Engineering Review plus 10%
Inspection Fee	Actual Cost of Inspection plus 10%
Initial and/or Final Acceptance Inspections for Public Improvements	\$80.00/hour
Temporary Dumpster Placement - initial 90 days	\$320
Temporary Dumpster Placement - 30 day extension	\$160
Temporary Storage Pod Placement - initial 30 days	\$160
Temporary Storage Pod Placement - 30 day extension	\$80
Temporary Access Permit	\$95.00
Base Fee STO/SAN/WAT/PHO/FO/Trench Drain/TV/GAS/ELEC/CONDUIT	\$70.00
Pipe/cable 0.5"-8"	\$0.25 LF
Pipe/cable 8.25"-16"	\$0.35 LF
Pipe/cable 16.25"-24"	\$0.55 LF
Pipe/cable 25"-42"	\$0.95 LF
Pipe/cable 43" and larger	\$1.20 LF
Street Cut	
Paved Road	\$6.40 SF
Gravel	\$2.50 SF
GESC Compliance (applicable to any street cut or disturbance > 36 LF)	\$160.00 each
Boring/jacking/tunneling	\$95.00 each
Street/Road Construction	
Base Fee (subgrade/base course/surface)	\$105.00 each
Subgrade per square yard	\$0.15 SY
Base course per square yard	\$0.15 SY
Surface per square yard	\$0.15 SY
Cross Pans	
First Cross Pan	\$65.00
Additional Cross Pans	\$35.00
Sidewalk/Curb & Gutter/Handicap Ramp	
Base Fee	\$65.00
Curb & Gutter Without Sidewalk	\$0.15 LF
Sidewalk With Integral Curb & Gutter	\$0.15 LF
Sidewalk Without Curb & Gutter	\$0.15 LF
Sidewalk Chase Drain (no base fee)	\$55.00
Handicap Ramp (no base fee)	\$55.00
Sidewalk Closure	\$195.00
Valley Pan or Trickle Channel	
Base Fee	\$60.00
Valley Pan	\$0.15 LF
Concrete Trickle Channel	\$0.20 LF
Pipe Culvert or Precast Box	
Base Fee	\$70.00
36" or smaller	\$70.00
> 36"	\$1.10 LF plus Base Fee
Cast-in-Lace Storm Sewer Vaults/Inlets or Junction Boxes	
6' or smaller	\$95.00
6' or larger	\$185.00 each
Landscape/Retaining Walls	
Base Fee	\$70.00
Landscape Plus Square Yards	\$0.15 LF
Retaining Walls > 4' in height	\$0.15 face sq ft
Porous Landscape/Sand Filters	\$60.00 per basin
> 10 Square Yards	plus \$0.15 sq yd
Rip-Rap Erosion Protection	
Base Fee	\$70.00
Rip-Rap Plus Cubic Yard	\$0.25 CY



Rip-Rap Plus Tonnage	\$0.20 per ton
Fore Bay	\$0.15 sq yd
Micro Pool	\$60.00
Vehicle Tracting Control Pad	\$60.00
VTC With Wheel Wash	\$95.00
Miscellaneous	
Utility Handhole/Pull Box	\$45.00 each
Manhole (San/Storm)	\$65.00 each
Bridge/Cast-In-Lace Box Culvert	\$615.00 each
Traffic Signal (per location)	\$615.00 each
Base Fee (per project)	\$60.00 each
Traffic Sign	\$1540.00 each
Traffic Control	\$230.00 per week
Warranty Work Repairs	eliminate - not used
Minimum Permit Fee	\$250.00
Subsequent Permits After 60 Days	\$250.00 + item cost
Reinstatement Fee After Stop Work Order	\$740.00 minimum
Working Without City-Issued Permit	\$740.00 minimum
GESC Permits	
Permit Fee	\$300.00 plus \$32.00 per acre of disturbance
Low Impact GESC Permit Fee plus Engineering Review	\$300.00
Renewal of Permit	\$125.00
Transfer of Permit	\$125.00
Working Without City-Issued Permit	3x the permit fee
Re-Inspection Fee	\$95.00 per inspection
GESC Modification	\$270.00 plus \$32.00 per acre of disturbance
Engineering Review	Actual Cost of Engineering Review plus 10%
Annual Inspection Fee	\$1,470.00

COMMUNITY DEVELOPMENT	
Zoning Verification Letter	\$50.00
Development Review Fees	
Non-Residential	\$5,000.00
Residential	\$5,000 plus \$130 per building
Major Revision	\$5,000 plus \$130 per building
Minor Revision	\$1,600.00
Minor Modification	\$1,600.00
Approval Extension	\$80.00
Use By Special Review	
Residential	\$1,280.00
0-40 acres	\$5,000.00
41-100 acres	\$5,000.00 plus \$32.00 per acre
101+ acres	\$8,200.00 plus \$16.00 per acre
Multi-Family	Base Fee plus \$65.00 per building
Administrative Amendment - No Plan Required	\$290.00
Administrative Amendment - Plan Required	\$750.00
Administrative Horse Boarding	\$175.00
Landfill/Mining	
0-42 acres	\$2,000.00
43-100 acres	\$2,000.00 plus \$48.00 per acre
101-320 acres	\$6,800.00 plus \$42.00 per acre
321-640 acres	\$20,240.00 plus \$32.00 per acre
641-1000 acres	\$40,720.00 plus \$26.00 per acre
1001+ acres	\$66,720.00 plus \$21.00 per acre
Landfill Mining Amendment	\$830.00
Exemption/Borrow Site	\$830.00

Rezoning	
Planned Development	
0-20 acres	\$5,200.00
21-40 acres	\$5,200.00 plus \$53.00 per acre
41-160 acres	\$7,320.00 plus \$53.00 per acre
161-350 acres	\$15,800.00 plus \$53.00 per acre
351+ acres	\$34,350.00 plus \$21.00 per acre
Administrative Amendment	\$345.00
Major Amendment	\$2,420.00
Waiver	\$370.00
All Other Zone Districts	
0-10 acres	\$3,200.00
11-40 acres	\$3,200.00 plus \$53.00 per acre
41-160 acres	\$5,200.00 plus \$53.00 per acre
161-350 acres	\$13,680.00 plus \$53.00 per acre
351+ acres	\$32,230.00 plus \$21.00 per acre
Service Plan	
Application Fee	\$1,600.00
Planning Review Fee	\$3,700.00
Consultant Review (as required)	\$3,200.00
Plan Amendments	\$1,600.00
Clerk & Recorder Fee for New	Set by State Statute
Clerk & Recorder Fee for Amendment	Set by State Statute
Subdivision	
Sketch Plan	
1-10 lots	\$1,300.00
11-50 lots	\$1,330.00 plus \$100.00 per lot
51-500 lots	\$6,630.00 plus \$15.00 per lot
501+ lots	\$14,630.00 plus \$3.00 per lot
Preliminary Plan	
1-500 lots	\$2,400.00
501-2000 lots	\$2,400.00 plus \$5.00 per lot
2001+ lots	\$12,400.00 plus \$1.00 per lot
Combined Preliminary/Final	
1-500 lots	\$3,700.00
500+ lots	\$3,700.00 plus \$2.00 per lot
Final Plat/Replat - Non-Administrative	\$1,450.00
Replat/Lot Line Vacation/Ratification-Adm/Building Envelope Adjustment	\$370.00
Road Vacation/Plat Vacation	\$2,100.00
Minor Development	\$2,700.00
SB 35 Exemption	\$1,050.00
Plat Correction	\$410.00
Time Extension	
Sketch/Preliminary	\$160.00
Recordation	\$80.00
Assessor Mapping Fee	\$105.00 plus \$10.00 per lot affected
Development Agreement/Vested Property Rights	\$1,050.00
Location & Extent	\$2,100.00
Master Plan Amendment	\$1,500.00
Seasonal Use Permit	\$160.00
Variance Appeal	\$400.00
Zoning Code Amendment	\$420.00
Zoning Review for Building Permit	\$50.00
1041	
Review	\$720.00
Waiver	\$410.00
Sign Permit	\$50.00 plus \$1.00 per square foot
Home Occupation - Class 2 Permit	\$85.00

Estate Sale Permit	\$50.00
Zoning Code Enforcement Violations	Not to exceed \$100.00 per violation
Engineering Fees	
Zoning	
< 5 acres	\$7,630.00
≥ 5 acres and < 25 acres	\$10,620.00
≥ 25 acres	\$15,610.00
Sketch Plan	
< 5 acres	\$2,930.00
≥ 5 acres and < 25 acres	\$5,870.00
≥ 25 acres	\$8,800.00
Preliminary Plan	
< 5 acres	\$2,930.00
≥ 5 acres and < 25 acres	\$5,870.00
≥ 25 acres	\$8,800.00
Final Plat +	
< 5 acres	\$5,870.00
≥ 5 acres and < 25 acres	\$6,800.00
≥ 25 acres	\$8,800.00
Minor Development Plan	
< 5 acres	\$5,870.00
≥ 5 acres and < 25 acres	\$6,800.00
≥ 25 acres	\$8,800.00
Site Improvement Plan Non-Residential & Major Revisions to Site Plan	
< 5 acres	\$3,520.00
≥ 5 acres and < 25 acres	\$6,450.00
≥ 25 acres	\$11,150.00
Site Improvement Plan Non-Residential Pad Site (part of a larger approved SIP)	\$1,760.00
Site Plan Residential & Major Revisions to Site Plan	
< 5 acres	\$3,520.00
≥ 5 acres and < 25 acres	\$6,450.00
≥ 25 acres	\$11,150.00
Use by Special Review	
< 5 acres	\$3,520.00
≥ 5 acres and < 25 acres	\$6,450.00
≥ 25 acres	\$11,150.00
Planned Development Administrative Amendment	
Replat/Lot Line (Administrative Amendment)	\$460.00
Site Improvement Plan Minor Revision	\$350.00
Site Improvement Plan Minor Modification	\$460.00
Service Plan (Special District)	\$230.00
Right-of-Way Dedication (Public)	\$750.00
Right-of-Way Vacation	\$230.00
Minor Adjustment to Existing Right-of-Way	\$2,810.00
Dedication of Drainage Easement	\$230.00
Vacation of Access or Drainage Easements	\$230.00
Vacation of Other Easements (may be used for access or drainage easements if part of a larger project)	\$1,170.00
SB35 Exemption	\$460.00
Location and Extent	\$1,400.00
Rural Site Improvement Plan	\$1,170.00
Minimum Review Fee	\$2,340.00
Construction Plan Reviews	
Street/Storm Construction Plans	
< 5 acres	\$1,870.00
≥ 5 acres and < 25 acres	\$2,340.00
≥ 25 acres	\$2,810.00
District Roadway Construction Plan Review	\$820.00 plus 66(Y) 1/2



District Storm Sewer Plan Review	\$820.00 plus 83(Y) 1/2
Roadway Construction Plans for 35-acre Development or other private roads outside the rural SIP process or platting process	\$580.00
Separate Signage and Striping Plan (only if not part of an overall construction plan set)	\$230.00 per sheet
Traffic Signal Plans	\$930.00 per intersection
Utility Construction Plan Review (gas, electric, telephone, cable TV, water & sewer for submittals greater than 1,000 LF)	\$520.00
Grading, Erosion and Sediment Control Plan	\$290.00 plus \$30.00 per acre of disturbance
Temporary Batch Plan / GESC Plan	\$290.00 plus \$30.00 per acre of disturbance
Landscape Plans	\$410.00 plus 66(Y) 1/2
Regional Detention Pond Construction Plan	\$580.00 plus 44(X) 1/2
Regional Water Quality Facilities Construction Plan	\$460.00
Other Review Services	
Floodplain Modification Study	
Minor	\$930.00
Major	\$1,870.00
Floodplain Development Permit	\$115.00
Pavement Design Report, including minor construction plans and/or revisions	\$290.00
Phase I Drainage Report	
< 5 acres	\$390.00
≥ 5 acres and < 25 acres	\$660.00
≥ 25 acres	\$780.00
Phase II or Phase III Drainage Report	
< 5 acres	\$780.00
≥ 5 acres and < 25 acres	\$1,310.00
≥ 25 acres	\$1,570.00
Traffic Impact Study	
Rezoning, Sketch Plan or Preliminary Plan	\$2,340.00
Updated Report to Original for Sketch or Preliminary	\$1,170.00
Final Plat/MDP/PDP	\$580.00
Site Improvement Plan	\$580.00
Use by Special Review	\$1,760.00
Signal Warrant Study	\$230.00 per intersection
Variance Request	\$230.00
Notice of Change to the Approved Plan - Minor Revision	\$230.00
Notice of Change to the Approved Plan - Major Revision	\$580.00
Alternative Roadway Standards for Public Roads	\$2,930.00
Revision to Alternative Roadway Standards	\$580.00
Private Roadway Standards (not for Rural Site Plans or 35 acre developments)	\$1,170.00
Revision to Private Roadway Standards	\$230.00
License Agreement	\$230.00
Intergovernmental Agreement (Special Districts)	\$1,170.00
Modification to Standard City Agreements	\$580.00