

City of Monte Vista FEE SCHEDULE

May be revised
by City Council
at its discretion.

Updated 10/28/13, Resolution

ADMINISTRATION		
Bad Check fee	\$	25.00
Code Book - hard copy	\$	85.00
Code Book - CD	\$	25.00
Code Book - Electronic	\$	
Copies, per 1 or 2 sided page	\$	0.25
Copies, color per side	\$	1.00
Document certification, plus per page charge	\$	5.00
Duplication of audio tapes or cds	\$	20.00
Fax, in-coming, per page	\$	0.25
Fax, out-going, per page	\$	1.00
Open Records request, atty/legal staff/hr	\$	150.00
Open Records request, management staff/hr	\$	45.00
Photocopies or printouts standard page	\$.25
(first 10 pages per year are fee clerk's office only)		
Publications produced by the City of Monte Vista	production cost	
Research, Retrieval and Data Manipulation Fees		
When done by non-management support staff - per hour	\$	20.00
When done by management staff - per hour	\$	45.00
When done by legal staff - per hour	\$	150.00
Transcripts of proceedings		
Transcriptions of proceedings 15 minutes or less	\$	30.00
Transcriptions of proceedings 15 minutes or longer	\$2.00/minute	
transcriptions prepared by third party transcribers	actual cost	
Miscellaneous Fees	per cost	
BUSINESS LICENSES		
Special Events, except non-profits - No Liquor	\$	20.00
arcades or video games	\$	50.00
Circus, carnival, amusement	\$	100.00
Contractor's license 12 months from date of issuance		
Contractor's license- General - 12 months	\$	50.00
Contractor's license - General Renewal	\$	50.00
Contractor's license - Limited - 12 months	\$	50.00
Contractor's License - Limited - Renewal	\$	50.00
door to door sales	\$	200.00
door to door renewal	\$	100.00
door to door per employee registration	\$	50.00
door to door no- profit with proof of 501(c)(3)	\$	-
Fireworks Sales	\$	50.00

Security companies application	\$	200.00
security company renewal	\$	100.00
Security Company per employee registration fee	\$	50.00
Tattoo Establishment	\$	100.00
Tattoo Establishment renewal	\$	50.00
Vendor - One Day	\$	50.00
Vendor - with an event coordinator per event	\$	5.00
Vendor - Annual	\$	25.00
COMMUNITY DEVELOPMENT		
Annexation with Zoning	\$	500.00
Adult-Oriented Business License	\$	200.00
Adult-Oriented Business License renewal	\$	50.00
Board of Adjustments Appeal (i.e. variances) accessory	\$	300.00
BOA all other projects	\$	500.00
Building Permits	Per Rio Grande	
Home Occupation	\$	30.00
Planned Unit Development (PUD)	\$	1,100.00
Rezoning	\$	700.00
Mobile Home Park License	\$	1,100.00
Subdivision Major	\$	1,100.00
Subdivision Minor	\$	500.00
Vacation of Public Rights of Way	\$	300.00
FINANCE DEPARTMENTAL FEES		
Return Check Fee	\$	25.00
Bulk water purchase Trip Charge includes 500 Gal of water \$15.00 per /k	\$	10.00
disconnect (abandon) taps	\$	10.00
Broken Meters due to freezing	actual cost	
Flow test (if it produces an accurate read)	\$	35.00
Flat Late fee on balances under \$250.00	\$	5.00
processing fee for accts sent to tat lien	\$	100.00
Month late fee on balances over \$250.00	\$	5.00 plus 2%
name change renter for billing	\$	10.00
Name change owner for billing	\$	10.00
Name Change – requested but not finalized	\$	10.00
Reread after 2 nd reread per month	\$	5.00
Second (Irrigation) meter on one account	\$	10.00
Shut off notice – certified letter or hang tag	\$	5.00
tampering fee	\$	25.00
Trip Charge during normal business hours water on/off	\$	15.00
Trip Charge after business hours water on/off	\$	20.00

LIQUOR LICENSING		
Application – new	\$	1,000.00
Application – new with concurrent review	\$	1,000.00
Application - transfer of ownership	\$	750.00
Art License	\$	41.25
Beer & Wine	\$	48.75
brew-Pub License	\$	75.00
club license	\$	41.25
hotel & restaurant	\$	75.00
hotel & restaurant – optional premises	\$	75.00
liquor license drugstore	\$	22.50
optional Premises license		
racetrack license	\$	75.00
resort complex license	\$	75.00
retail gaming tavern license	\$	75.00
retail liquor store license	\$	22.50
tavern license	\$	75.00
Related Fees and Permits		
additional related facility permits to	\$	100.00
existing resort complex license (each)	\$	100.00
Art Gallery Permit	\$	3.75
Art Gallery Renewal Application Fee	\$	100.00
Bed & Breakfast Permits	\$	25.00
Branch Warehouse or warehouse storage permit	\$	-
change of location	\$	750.00
change of trade name / Corporate name	\$	-
Occupational Tax		
Class A Hotels or Restaurants	\$	500.00
Class B Malt or vinous liquors by the drink on premises	\$	500.00
Class C Retail stores off premises	\$	375.00
Class D drugstores off premises	\$	375.00
Class E Clubs	\$	100.00
Class F 3.2 sales only		
F1 off premises	\$	200.00
F2 on premises	\$	500.00
F3 on and off premises	\$	500.00
Related Fees and Permits		
LLC Change (Per Person) may be charged for background investigation by local or state only not both	\$	100.00
duplicate license	\$	100.00
expansion-add optional premises to existing	\$	-
hotel and restaurant	\$	-
hotel/tavern managers registration	\$	75.00

late renewal application fee	\$	500.00	
Master File-State Issued	\$	-	
Mini Bar Permit(no OAP Contribution with H&R)	\$	325.00	
modification of premises	\$	-	
retail warehouse storage permit	\$	-	
special events permit (liquor) per day	\$	40.00	
Special Event Permit (3.2%) per day	\$	40.00	
temporary permit	\$	100.00	
Winery Direct Shipper Permit	\$	-	
3.2 Beer License Fees			
Retail 3.2% Beer on Premises	\$	3.75	
Retail 3.2 % Beer Off Premises	\$	3.75	
Retail 3.2% on/off premises	\$	3.75	
MUNICIPAL COURT FEES			
Transcriptions longer than 15 minutes	\$	10.00	
Court Cost	\$	25.00	
Bench Warrant	\$	25.00	
Deferred Sentence	\$	50.00	
admin fee to mail letters	\$	10.00	
POLICE DEPARTMENT			
Alcohol Testing	\$	2.00	
Alcohol Testing after hours/away from the PD	\$	17.00	
False Alarms: First three	\$	-	
False Alarms: fourth	\$	25.00	
False Alarms: Fifth	\$	50.00	
Finger Prints	\$	10.00	
Police Security: Corp & Priv Functions - per hour	\$	40.00	
SXO initial registration	\$	40.00	
SXO re-registration	\$	25.00	
VIN Inspections	\$	10.00	
SEWER SERVICE		IN City	OUT of City
Sewer tap fee	\$	1,500.00	\$ 3,000.00
Sewer Connection Fee - city excavate	\$	350.00	\$ 350.00
Sewer Connection Fee - Owner excavate	\$	75.00	\$ 75.00
sewer disconnection permit - bill paid in full		Cost	Cost
Sewer Permit – Single	\$	50.00	50.00
Sewer Permit - Duplex	\$	75.00	75.00
Sewer Permit – Multifamily/Commercial	\$	100.00	100.00
Liquor Waste Hauler Permit - annually	\$	50.00	\$ 50.00
liquor Waste Hauler Permit - disposal charge per 1000 gal	\$	15.00	\$ 15.00
Industrial Waste Permit Annually	\$	1,000.00	\$ 1,000.00
ROW Excavation Permit: (in addition to wa/sw permit)	\$	50.00	\$ 50.00
Two Lane	\$	200.00	\$ 200.00
One lane	\$	100.00	\$ 100.00

Alley	\$ 50.00	\$ 50.00
Linear Paved Plus .25 per foot	\$ 200.00	\$ 200.00
Linear Unpaved .25 per foot	\$ 50.00	50.00
Linear Bore Foot plus .20 per foot	\$ 200.00	200.00
WATER SERVICE		
Water Acquisition fee		\$ 50.00
	In city limits	Out of city limit
3/4	\$ 1,700.00	\$ 3,400.00
1" C	\$ 1,700.00	\$ 3,400.00
1 1/2 "	\$ 2,400.00	\$ 4,800.00
2"	\$ 3,200.00	\$ 6,400.00
3"	\$ 4,200.00	\$ 8,400.00
4"	\$ 5,400.00	\$ 10,800.00
Water Tap Fee		
3/4	\$ 800.00	\$ 1600.00
1"	\$ 1,500.00	\$ 3,000.00
1 1/2"	\$ 2,000.00	\$ 4,000.00
2"	\$ 2,500.00	\$ 5,000.00
3"	\$ 3,400.00	\$ 6,800.00
4"	\$ 4,300.00	\$ 8,600.00
Water Connection Fee		
3/4	\$ 500.00	Labor and Materials
1"	\$ 750.00	Labor and Materials
1 1/2"	\$ 1,000.00	Labor and Materials
2"	\$ 1,300.00	Labor and Materials
3"	\$ 1,500.00	Labor and Materials
4"	\$ 1,800.00	Labor and Materials
Water Disconnection Permit		
Bring outstanding bill to current and pay all costs to make physical disconnect one foot beyond curb stoop and associated repairs		
Water on/off	\$ 15.00	After hrs \$20.00
On/off non payment processing fee	\$ 50.00	50.00

Building Ski Hi		
Multi –Purpose Building No Gym		
Building Rent / day, local	\$ 20.00	
Building Rent / day, non-local	\$ 40.00	

Building Rent / day commercial	\$	40.00	
Building Rent, funeral/memorial - No Charge	\$	-	
Deposit, Damage & Key Return	\$	100.00	
Table, each, rent per day	\$	3.00	
Table, each, damage/return deposit	\$	10.00	
Chair, each, rent per day	\$	1.00	
Chair, each, damage/return deposit	\$	2.00	