



City of Evans 2019 Fee Schedule

2019 Dept Recommendation

General Fees

Xerox Copies (personal)	Per page (b&w)	1.00
	Per page (color)	2.10
	Per page (computer lab printing)	0.25
	Public Records	0.25
Printed Maps	11"x17" or smaller	5.00
	24"x36"	15.00
	36"x42" or larger	20.00
Return Check Fee		26.00
Notary Seal Stamp		2.00
Project Plans (Large, < 20 pages)		36.00
Project Plans (Large, > 20 pages)		47.00
Project Plans (Small, < 20 pages)		21.00
Project Plans (Small, > 20 pages)		31.00
Refuse (Trash) Collection	Per unit/month	11.75
Research of Files	Cost of staff time after first hour	30.00/ Hour
CDs (Public Records Request)		10.00

Facility Rentals

Evans Community Complex Meeting Rooms		
Council Room (96 capacity)	Class II: per hour	30.00
	Class III: per hour	55.00
Banquet Hall (1/4) - 55 capacity Activity Room - 55 capacity Dance Studio - 55 capacity	Class II: per hour	25.00
	Class III: per hour	40.00
	Security Fee (for up to 6 hours)	250.00
Banquet Hall (1/2) - 110 capacity	Class II: per hour	40.00
	Class III: per hour	55.00
	Security Fee (for up to 6 hours)*	400.00
Banquet Hall - 220 capacity	Class II: per hour	65.00
	Class III: per hour	90.00
	Security Fee (for up to 6 hours)	500.00
Gymnasium without cover - Athletic events/programs only	Class II: per hour	50.00
	Class III: per hour	70.00
	Weekend: (16 hours & Gym Supervision)	700.00
	4 hour & Gym Supervision	240.00
Gymnasium with cover - 575 capacity	Class II: per hour	140.00
	Class III: per hour	190.00
	Security Fee (for up to 6 hours)	650.00
Outdoor Setup		100.00
Riverside Cultural Center Meeting Rooms		
Banquet Hall - 300 capacity	Class III: per hour	130.00
	Security Fee (for up to 6 hours)	500.00
Banquet Hall (2/3) - 200 capacity	Class III: per hour	100.00
	Security Fee (for up to 6 hours)	450.00
Banquet Hall (1/3) - 100 capacity	Class III: per hour	65.00
	Security Fee (for up to 6 hours)	400.00
Boardroom - 20 capacity	Class III: per hour	50.00

2019 Dept Recommendation

Class I: City of Evans sponsored or co-sponsored event or program may use the facility at no cost (with the provision that a staff member be onsite at all times during the event); agencies with a reciprocal use agreement (District 6) may use the facility at no cost during the business hours of Monday-Friday 6am - 5pm (Sports programs exempt from time restraints). If requested, after hour use will be accommodated at the Class II cost.
Class II: Non Profit agencies must show certificate or non profit 501(c); Civic and Service organizations; Religious organizations
Class III: Private Groups - Parties, Receptions and other private events

Damage Deposits & Additional Fees

Rental with alcohol- damage deposit, 6 hour maximum/must stop serving an hour before end of rental time		400.00
Rental without alcohol- damage deposit		200.00
Equipment Rental	TV & DVD	25.00
	Microphone	10.00
	ECC audio/visual	50.00
	RLCC audio/visual	75.00
Set Up Fee	per hour, for RLCC rentals or extra time for ECC rentals	30.00
Additional Security Fee	Per hour, for rentals exceeding 8 hours	100.00
Kitchen Rental	Per hour	25.00
Reservation Fees due at time of reservation (up to 12 months in advance). Full payment due no later than 60 days before rental.	Non-refundable, non-transferrable (will be deducted from total rental fee) or full rental fee, whichever is less.	250.00

Late fee: A 10% late fee will be assessed if payment is received 59-46 days prior to rental date. An additional 10% late fee will be assessed if payment is received 45-31 days prior to rental date. If payment is not received 30 days prior to the rental date, the City reserves the right, in its sole discretion, to cancel the event.

Park/Equipment/Ballfield Rental

Park Pavilion - Resident		50.00
Park Pavilion - Non-resident		75.00
Riverside Ball Park - Tournament (4 fields) with Supervisor	per day, not to exceed 11 hours	900.00
Riverside Ball Field	per hour, per field	35.00
Ball Field Lights	per hour, per field	50.00
Additional Field Prep	per hour, per field	50.00
Bag of Diamond Dry	per bag	35.00
Merchandise Booth Fee	per event	150.00
Soccer Field	3 hour block	30.00
Additional Hours Sports	Per Hour, after 16 hours only	60.00
Soccer/Football Field Prep	Per game	180.00
Soccer/Football Tournaments with supervisor	Four Hours	380.00
	Eight Hours	500.00
	Sixteen Hours	650.00

Recreation – Admissions – Evans Community Complex

ECC	Adults (16+) each	2.50
	Seniors (60+) & Youth (6-15) each	2.00
	5 and under each	0.50
30 Punch Card passes - ECC	Seniors/Youth	40.00
	Adult	50.00
	Government / Non-profit / Chamber Members	30.00
15 Punch Card passes - ECC	Seniors/Youth	25.00
	Adult	32.00
4 Punch Card Passes - ECC	No age limit	10.00

Recreation

Recreation Day Camp - First Child – Full session	4 week session	485.00
Additional Child	4 week session	460.00
Recreation Day Camp	per week	165.00
Recreation Day Camp	All Summer	1200.00
Additional Child	All Summer	1150.00
Adult Sports	Per team	250.00-400.00
Youth Sports (Kindergarten- 2nd grade)		38.00
Youth Sports (Grades 3-6)		48.00
Youth Jersey		15.00
Youth Dance		\$3-4/class
Late fee for after deadline registration (based on availability)		10.00
Outside Agency Player		24.00
Adult Fitness Classes		\$4-5/class
Senior Fitness Classes	Per class	3.00
	Per session	18.00

Animal License Fees

1 yr. - non-fertile		10.00
2 yr. - non-fertile		15.00
3 yr. - non-fertile		20.00
1 yr. - fertile		15.00
2 yr. – fertile		25.00
3 yrs. - fertile		30.00
Replacement Tag		5.00
Animal Variance Fee		50.00

Sales & Use Tax Penalties & Interest Rates

Delinquent Business and Tax License or Special Event Sales Tax License	Delinquent as set forth in Chapters 3.04500 and 3.04510 of Municipal Code	50.00
Sales & Use Tax Vendor's Allowance	Per monthly or quarterly filing period, and return must be received by due date	3.33%, not to exceed \$100.00
Interest related to refund due to an overpayment of Sales or Use Taxes	Not to exceed	.75% per month or 9% per annum
Late filing penalty	Late as set forth in Chapter 3.04820 of the Municipal Code and calculated on the estimated taxes due per delinquent return	greater of \$15 or 15%
Interest on delinquent taxes and late penalties	As set forth in Chapter 3.04.830 of the Municipal Code	shall not exceed .75% per month or 9 % per annum
Penalty interest	On remittance of Sales or Use taxes that are delinquent by more than thirty (30) calendar days from the due date as set forth in Chapter 3.04.840 of the Municipal Code	accrued at rate of .75% per month or 9 % per annum, with total interest and penalty interest not to exceed one and one-half percent (1.5%) per month or eighteen percent (18%) per annum
Special penalties for fraud	as set forth in Chapter 3.04.870 of the Municipal Code	greater of \$250.00 or 25% of the tax deficiency
Special penalties repeated enforcement	as set forth in Chapter 3.04.870 of the Municipal Code	greater of \$250.00 or 25% of the tax deficiency

Liquor License Fees

Retail Liquor Store		22.50
Drugstore		22.50
Beer/Wine		48.75
Club		41.25
Hotel/Restaurant		75.00
Hotel/Restaurant with optional premises		75.00
Tavern		75.00
Race Track		75.00
Arts		41.25
Brew Pub		75.00
Optional Premises		75.00
3.2% Beer		3.75
Special Events Permit	Per application	100.00
Manager Registration (H/R & Tavern)		75.00
Corp/LLC change background investigations		100.00

Liquor License Fees

Annual Renewal		100.00
Late Renewal		500.00
New License		1000.00
Transfer of Ownership		750.00
Change of Location		750.00
Temporary Permit		100.00
Bed & Breakfast Permit		25.00
Applicant Packet Deposit		25.00
Hotel & Restaurant Mini Bar Permit		325.00
Alcoholic Beverage Tastings Permit		75.00 Application 25.00 renewal
Background check (In-state)		20.00/ person
Police Fingerprint Fee		20.00/ person

Occupational Tax Fees

3.2% Beer	Per year, \$100 late fee after February 15th	450.00
Retail Liquor Store	Per year	450.00
Drugstore	Per year	450.00
Beer/Wine	Per year	450.00
Club	Per year	450.00
Hotel/Restaurant	Per year	1600.00
Tavern	Per year	1600.00
Brew Pub	Per year	1600.00
Optional Premises	Per year	1600.00
Racetrack	Per year	1600.00
Arts	Per year	1600.00

Open Air Market Fees

One year license (to be paid by licensee)	Per year	350.00
Temporary permit		100.00
Daily vendors license	Per day per space	100.00
Annual vendors license	Per year per space	50.00

Private Security Fees

Annual fee for persons, firms and corporations	Per calendar year	50.00
Annual fee for Employee/Agent-New Application	Per application year	50.00
Annual fee for Employee/Agent-Renewal Application	Per application year	30.00

Business Licenses/Fees

Business and Tax License	One Calendar Year	25.00
Special Event Sales Tax License	Per event	100.00
Adult Business	Per year	2025.00
Temporary Vendor	One Day	25.00
	One Week	50.00
	One Month	75.00
	Quarterly	100.00
Background check for Temporary Vendor (in-state)	per person	50.00
Background check for Temporary Vendor (out-of-state)	per person	100.00
Refuse Hauler	One Calendar Year	400.00
Pawn Broker	One Calendar Year	80.00
Accommodation	One Calendar Year	5.50
Mobile Home Park/Community	Annual License Fee	25.00
	Per space for the first 25 spaces	2.00
	Each additional space after 25	0.50
Mobile Home Park/Community License Transfer Fee		10.00

Cemetery

Grave Space - Adult	20% to Perpetual Care - Per Space	1050.00
Opening & Closing - Adult	20% to Perpetual Care	900.00
Grave Space - Cremains	20% to Perpetual Care - Per Space	1050.00
Opening & Closing - Cremains	20% to Perpetual Care	450.00
Grave Space - Infant	20% to Perpetual Care	500.00
Opening & Closing - Infant	20% to Perpetual Care	450.00
Columbarium (Niche & O/C)	Includes niche & O/C, per niche	950.00
Engraving	Name, DOB, DOD	350.00
Additional engraving	One line of personal information	200.00
Second or additional lines		200.00
Disinterment - Adult		2500.00
Disinterment- Infant		1250.00
Disinterment - Cremains		500.00
Disinurnment - Columbarium	Costs (replace niche front and/or engraving)	500.00
Charge for Weekend & Holiday - Adult	2x Adult Opening & Closing	1800.00
Charge for Weekend & Holiday - Cremains	2x Cremains Opening & Closing	850.00
Charge for Weekend & Holiday - Infant	2x Infant Opening & Closing	900.00
Delayed Arrival at Cemetery		150.00
Transfer of Deed Administrative Cost		50.00
90 day hold for burial space (nonrefundable)		150.00
Indigent Burial		100% of the allotted amount designated by State of Colorado/Social Services

Municipal Court

Municipal Court Costs		25.00
Surcharges		50.00
Payment Plan Fee		30.00
Juror's Fee		10.00
Jury Fee		6.00
OJW - City		20.00
Bench Warrant Fee		60.00

Development/ Engineering Review Fees

Annexation Agreement	Direct Costs	500.00
Annexation Petition		250.00
Development Agreement	Direct Costs	500.00
Escrow Deposit		As determined/Direct Cost Pass Thru
Filing Fee -Vested Property Right		250.00
Final Plat		500.00
Corrected or Amended Plat	Each additional submittal	250.00
Grading Permit Fee	Undeveloped property < 10,000 sf	75.00
Grading Permit Fee	Undeveloped property > 10,000 sf	150.00
Infill and Redevelopment Application		500.00
Landscaping Application		250.00
Lot Line Adjustments		300.00
Minor Replats		300.00
Neighborhood Development Plan		750.00
Post-Review DRT Meeting		200.00
Pre Application Meeting		200.00
Preliminary Plan		750.00
Public Improvements Agreement	Direct Costs	750.00
PUD Amendment Application		750.00
PUD Plan Agreement	Direct Costs	500.00
PUD Plan Application		1000.00
R.O.W. / Easement Vacation		200.00
Recording, Postage and Advertising Fees	Direct Costs	65.00

Development/ Engineering Review Fees

Resubmittal Fee	submittal after the 3rd round of review	50% of Original Total Filing Fee
Sign Permit Application Fee		100.00
Site Plan Review		750.00
Sketch Plan		500.00
Telecommunications Filing Fee		275.00
Use by Special Review		750.00
Variances		500.00
Zoning Amendments		750.00

Building & Construction Fees

Building/Fire Code Appeal		300.00
Construction Code Appeal		300.00
Mobile, Modular & Factory Built Housing Building Permit Fee		800.00
Mobile Homes & Manufactured Homes at previously occupied sites such as existing mobile home parks & manufactured home communities	Regardless of valuation, plus electrical permit fee	300.00
Building Permit-All Other Occupancies--Total Valuation Valuations are based on the semi-annual Building Data Value Table (BVDT) as established by International Code Council (ICC)	\$1.00 up to & including \$500	25.00
	\$500.01 to \$2,000 - for the first \$500	25.00
	For each \$100 valuation or fraction thereof to and including \$2,000	3.34
	\$2,000.01 to \$25,000 for the first \$2,000	75.00
	For each additional \$1,000 valuation or fraction up to and including \$25,000	13.00
	\$25,000.01 to \$50,000 for the first \$25,000	400.00
	For each additional \$1,000 valuation or fraction up to and including \$50,000	10.00
	\$50,000.01 to \$100,000 for the first \$50,000	650.00
	For each additional \$1,000 valuation or fraction up to and including \$100,000	7.00
	\$100,000.01 to \$500,000 for the first \$100,000	1,000.00
	For each additional \$1,000 valuation or fraction up to and including \$500,000	5.63
	\$500,000.01 to \$1,000,000 for the first \$500,000	3,250.00
	For each additional \$1,000 valuation or fraction up to and including \$1,000,000	4.90
	\$1,000,000.01 and up for the first \$1,000,000	5,700.00
For each additional \$1,000 valuation or fraction thereof	4.00	

Building Administration, Inspection and Review

Administration Fees		50.00
Electronic Submittal (Application, Plans, Applicable Supplemental		5% Discount of Construction Fee
Plan Review Fees	New Construction/Addition and Remodel	50% of Const. Fee Cost
New Residential Plan	New Plan Review, Pre re-write	700.00
(Plan Review Fees to be paid at time of submittal).	Stock Plans/Rewrites	50.00
Use of Outside Consultants		Actual Costs + 3% Admin

Building Administration, Inspection and Review

Pre-Inspection / Courtesy Inspection	For inspections requested prior to submittal for building permit, business license, sales tax license, or liquor license.	65.00
Inspections outside of normal business hours (minimum charge - 2 hours)	Per hour or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved	75.00
Reinspection fees (minimum charge - 1 hour)	Per hour or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved	75.00
Inspections for which no fee is specifically indicated (minimum charge - 1 hour)	Per hour or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved	75.00
Mobile Home Pre-inspections; to be used for inspection of pre-1976 mobile homes prior to being relocated to or within the City of Evans	Plus 36 cents for each mile traveled to and from the inspection site or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved*	300.00
Building Pre-inspection; to be used for inspection of structures prior to being relocated to or within the City of Evans	Plus 36 cents for each mile traveled to and from the inspection site or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved*	350.00
House Moving/Relocation Permit; to be used for the actual moving of structures as outlined in the Municipal Code	Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved*	600.00

*This fee is in addition to all other fees established for Building, Fire and Electrical Codes.

Neighborhood Services/Code Enforcement Fees

Administrative Citation	1st Offense	150.00 Per 1.17.130 EMC
Administrative Citation	2nd Offense	500.00 Per 1.17.130 EMC
Administrative Citation	3rd Offense	999.00 Per 1.17.130 EMC
Abatement Through Contractor Service	Rental of Equipment or Hired Labor Charge	Actual cost + 15% Abatement Charge per 1.16.050 of the EMC

Public Right-of-Way – Construction Permit

For excavation of 25 square feet or less (width x length)		65.00
For excavations larger than 25 square feet	For each additional 25 square feet or fraction thereof	13.50

Police Services

Fingerprinting	Per card	20.00
VIN Verifications	Per vehicle	30.00
Records Search / Clearance Letter	Per person per address	15.00
Police Reports	First 5 pages	5.00
	Each additional page	1.00
Digital Photo CD Reproductions	Each	20.00
Digital Recording CD Reproductions	Each	20.00
Color Photos Reproductions	Each - 6 photos per page	10.00
Vehicle Release Authorization	Each	26.00
Sex Offender Registration	New	75.00
	Annual	25.00
	Quarterly	25.00