



CITYWIDE FEE SCHEDULE

Fees are separated by service area to facilitate the identification of a particular fee within the document. However, fees as adopted on this schedule may be assessed citywide.

<u>DEPARTMENT</u>	<u>Fee</u>	<u>AMOUNT</u>	<u>UNIT OF MEASURE</u>
CITY CLERK			
	Public Records Requests		
	Cassettes, CDs, DVDs, and Videotapes	\$10.00	Per Item
	Public Record Hard Copying	\$5.00	Per Request (up to 20 pages)
	Archived Records Copying (older than 3 years)	\$20.00	Per Request (up to 20 pages)
	Copying of Additional Pages	\$0.20	Per Page (after 20 pages)
	CDs	\$10.00	Per CD
	Equipment and Personnel	\$35.30 for producing copies of the records or for converting the records into read-only electronic format, but not for the cost of searching records.	Per Hour (after the first hour)
	Digital Records	Free	
CITY COURT			
	Arrest Warrant Processing	\$50.00	Per Warrant
	Case Default Fee (Warrants & Suspension)	\$50.00	Per Case
	Certified Copies	\$17.00	Per Record
	Compliance Monitoring	N/A	Per Case
	Copy of Hearing/CD	\$17.00	Per Case
	Deferred Prosecution	TBD by Prosecutor/State	Per Case
	Diversion Program	\$25.00	Per Case
	Driver's License Suspension	\$15.00	Per Case (Fee no longer imposed after September 2022)
	Indigent Administrative Assessment (Determined by the Judge based on financial affidavit)	\$0.00	Per Charge
	Jury Cancellation	N/A	Per Case
	Municipal Court Enhancement	\$5.00	Per Case (included in court fine)
	Probation Program	\$0.00	Per Case
	Public Defender (Determined by the Judge based on financial affidavit)	TBD by Judge	Per Case
	Research Fee	\$17.00	Per Search

Administrative Fee	\$20.00	Per Case
Prosecution Fee	\$10.00; \$35.00 for violation of A.R.S. Title 28, Chpt 4; or TBD by Judge	Per Citation
Order to Show Cause	\$50.00	Per Order
Abstract Fee	\$10.00	Per Request
Community Service Monitoring	\$10.00	Per Case
DEVELOPMENT SERVICES	Building Permits (based on project valuation)	
	\$24.00	Flat
\$0.00 to \$500.00	\$24.00 for the first \$501.00 of Value plus \$3.00 for each \$100.00, or fraction thereof, to and including \$2,000.00	Increment
\$501.00 to \$2,000.00	\$69.00 for the first \$2,001.00 plus \$11.00 for each additional \$1,000.00 or fraction thereof, to and including \$40,000.00	Increment
\$2,001.00 to \$40,000.00	\$487.00 for the rest \$40,001.00 plus \$9.00 for each additional \$1,000.00 or fraction thereof to and including \$100,000.00	Increment
\$40,001.00 to \$100,000.00	\$1,027.00 for the first \$100,001.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof to and including \$500,000.00	Increment
\$100,001.00 to \$500,000.00	\$3,827.00 for the first \$500,001.00 plus \$5.00 for each additional \$1,000.00 or fraction thereof to and including \$1,000,000.00	Increment
Over \$1,000,000.00	\$6,327.00 for the first \$1,000,001.00 plus \$3.00 for each additional \$1,000.00 or fraction thereof	Increment
Building Plan Review Fee	65% of Building Permit Fee	Flat
Afterhours Inspections	\$70.50	Per Hour (4-hour minimum)
New Certificate of Occupancy	\$47.00	Flat
Reinstitute Electrical Service	\$47.00	Flat
Planning and Zoning		
Variance	\$250.00 + \$200.00	Per Page
Use Permit	\$300.00 + \$200.00	Per Page
Zoning Ordinance Amendment	\$600.00 + \$300.00	Per Page
Zoning Change	\$1,500.00 + \$350.00	Per Page

Preliminary Plat/Final Plat/MLD	\$1,500.00 + \$200.00	Per Page
Site Plan (Single Family)	\$750.00 + \$350.00	Per Page
Site Plan (Residential Other)	\$1,200.00 + \$450.00	Per Page
Site Plan (Commercial & Industrial)	\$2,000.00 + \$600.00	Per Page
Zoning Permit (Fence)	\$47.00	Flat
Zoning Verification Letter	\$100.00	Per Letter
Appeal	\$200.00	Per Case
Business Licenses		
Business License	\$60.00	Annually
Amusement Device/Gaming Centers (1-5 machines)	\$60.00 + \$50.00 per machine	Annually
Gaming Centers (6 or more machines)	\$60.00 + \$350.00 per machine	Annually
Carnival Company	\$100.00	Per Day
Circus (Seating 3,000 or less)	\$150.00	Per Day
Circus (Seating 4,000 or less)	\$175.00	Per Day
Circus (Seating 5,000 or less)	\$200.00	Per Day
Circus (Seating over 5,000)	\$250.00	Per Day
Construction Contractor	\$60.00	Annually
Distributor of Handbills	\$5.00 (up to \$25.00 maximum)	Per Day
Licensed Liquor Sales: Distiller/Brewer/Winery	\$300.00	Annually
On-sale Retailer (Spirituous Liquor)	\$400.00	Annually
On-sale Retailer (Wine and Beer)	\$240.00	Annually
On-sale Retailer (Beer)	\$160.00	Annually
Off-sale Retailer (Spirituous Liquor)	\$300.00	Annually
Off-sale Retailer (Wine and Beer)	\$160.00	Annually
Off-sale Retailer (Beer)	\$120.00	Annually
Club	\$300.00	Annually
Hotel-Motel (Spirituous Liquor)	\$300.00	Annually
Restaurant (Spirituous Liquor)	\$300.00	Annually
Massage Parlors/Businesses employing Licensed Massage Therapists	\$60.00	Annually
Movie Theaters (showing obscene/X-rated films)	\$200.00	Per Day
Palmistry/Fortune Telling	\$200.00	Per Month
Salespersons/Canvassers without a Fixed Business	\$120.00	Annually
Street Merchant or Fakir	\$35.00	Per Day

Street Stands or Sales	\$35.00	Per Day
Street Ballyhoos	\$35.00	Per Day
Sexually-oriented Business	\$500.00 + \$500.00	Per Application + Annually
Adult Service Provider Permit	\$100.00	Per Application
Sexually-oriented Business	\$150.00	Per Application
Manager Permit		
Adult Book Store	\$500.00 + \$500.00	Per Application + Annually
Escort	\$85.00	Annually
Escort Service Bureau	\$195.00 +\$50.00	Per application + Annually

Special Permit Fee

Auction House	\$3,000.00	Annually
Pawnshop	\$3,000.00	Annually
Secondhand Dealer	\$3,000.00	Annually
Junk Dealer	\$3,000.00	Annually
Junk Collectors	\$3,000.00	Annually
Dealer of Precious Items	\$3,000.00	Annually

Transaction Convenience Fees

Credit Card	3.25%	Per Transaction
Echeck	\$1.05	Per Transaction

Engineering

Commercial

Permit application requires a non-refundable deposit due at submittal - For Commercial Only	\$200.00	Per Submittal
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Plan Review	\$300.00	Per Sheet
Report Review	\$600.00	Each
At Risk Grading/Drainage Permit	Actual Grading/Drainage Permit	Each

Haul Permit	\$300.00	Each
Minor Land Division	\$600.00	Per Request
Permit	3.5% of Construction Cost	Each
Revision to Approved Plan	\$300.00	Per Sheet
Revision to Approved Report	\$600.00	Per Report
Re-Inspection Fee (after 2 failures)	\$150.00	Each

Permit Extension	10% of Permit Fee	Per Request
Permit Reactivation of Expired Permit	50% of Permit Fee	Per Request

Residential

Application Review	\$25.00	Each
Permit	\$50.00	Each

Pavement Less Than 3 Years Old:

Less than 5 Square Yard	\$330.00	Per Square Yard
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5 to 100 Square Yard	\$1,650.00 + \$18.00	Per Square Yard Over 5
Greater than 100 Square Yard	\$3,360.00 + \$14.00	Per Square Yard Over 100

Pavement 3-10 Years Old:

Less than 5 Square Yard	\$165.00	Per Square Yard
5 to 100 Square Yard	\$825.00 + \$9.00	Per Square Yard Over 5
Greater than 100 Square Yard	\$1,680.00 + \$7.00	Per Square Yard Over 100

Temporary Traffic Control

Minimum - No Restrictions	\$50.00	Each
Planned*		
Roadway Restriction*	\$75.00	Per Day
Left Turn Prohibition - Signalized Intersection*	\$50.00	Per Day/Direction
Bike Lane / Alley / Sidewalk Closure*	\$20.00	Per Day
Collector Road Closure*	\$1,000.00	Per Day
Arterial Road Closure*	\$2,500.00	Per Day
*Includes Plan Review / Fees are Non-Refundable		
TCP Extension	\$50.00	Each
"No Parking" Sign Installation	Actual cost of contractual labor and materials plus an additional 15% administrative fee	Per Request

Work Started without Permits	Double Permit Fee	Each
Afterhours Inspections	\$70.50	Per Hour (4-hour minimum)

**EMERGENCY
PREPAREDNESS**

No Fees	N/A	N/A
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**EMPLOYEE
RESOURCES**

No Fees	N/A	N/A
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**FIELD
OPERATIONS**

Sanitation		
Sanitation Monthly Fee: All Residential Customers (90-Gallon Container)		
Basic Service (1 Trash and 1 Recycling Container)	\$15.00	Per Month
Each Additional Container	\$7.50	Per Month
Sanitation Monthly Fee: All Non-Residential Customers (90-Gallon Container)		
First Container	\$30.00	Per Month
Each Additional Container	\$30.00	Per Month

Sanitation Monthly Fee: All Non-Residential Customers (300-Gallon Container) or 2-4 yard container

First Container	\$90.00	Per Month
Each Additional Container	\$90.00	Per Month

Non-residential rate is for 2 weekly pickups. 1 pickup per week is 1/2 the rate.

FINANCE

Non-Sufficient Funds (NSF) Fee (Returned Checks)	\$24.00	Flat
Penalty on Delinquent Balances	1.50%	Per Month

FIRE

Annual Fire Inspections

Annual Fire Reinspection: 2nd and 3rd (violations NOT cleared)	\$50.00	Per Reinspection
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Annual Fire Reinspection: 4th and on (violations NOT cleared)	\$250.00	Per Violation (Up to \$2,500 per violation)
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Violation of the Fire Code	\$250.00	Per Violation (Up to \$2,500 per violation)
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Fireworks /Public Events

Consumer Fireworks Retail Sales	\$400.00	Per Permit
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Pyrotechnics before a proximate audience	\$150.00	Per Permit
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Flame Effects before a proximate audience	\$75.00	Per Permit
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Membrane Structures and Tents (per Chapter 31)	\$125.00	Per Event
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Carnivals and Fairs 105.6.4	\$75.00	Per Inspection
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Annual Operational Permits

Annual Operational Permit authorized International Fire Code 105.1.6	\$100.00	Annual
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Operating without a permit (Applies to all permits)	300% of permit fee	
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Temporary Operational Permit authorized International Fire Code 105.6	\$250.00	Per Permit
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Stop Work Order	\$500.00	Per Incident
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Public Safety Radio Amplification System - New	\$300.00	Per Permit
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Public Safety Radio Amplification System - Modification	\$150.00	Per Permit
Compliance Engine Fire Suppression report	\$15.00	Per report
Fire Access Gates, Knox Box, Knox Locks, Knox Key Switch or Opticom	\$100.00	Per report
Automatic Fire Sprinkler Systems and Fire Alarms		
Automatic Fire Sprinkler System - New Installation	\$400.00	Per Permit
Automatic Fire Sprinkler System - Modification	\$100.00	Per Permit
Fire Alarm Systems - New Manual/Automatic System Install	\$300.00	Per Permit
Fire Alarm System - Modification	\$100.00	Per Permit
Alarm System - Non-Compliance	\$75.00	Per Incident
False activation of an alarm within 12-month period: 1st - 2nd	N/A	
False/Nuisance Alarms - Third and subsequent occurrences	\$425.00	Per Event
Hazardous Materials		
Hazardous Materials Operations Permit	\$300.00	Annual
(a) More than 550 pounds of materials on site, annual fee	\$400.00	Annual
(b) HAZMAT materials management plan required; annual fee	\$100.00	Annual
Hazardous Materials Inventory Assessment Fee	\$100.00	Annual
Abandon, remove, place out-of-service or modify a Storage when hazardous materials are in use or stored in excess of the exempt area (Example: Ammonia)	\$250.00	Per Permit
Battery System - New Installation	\$200.00	Per Permit
Battery System - Modification	\$100.00	Per Permit
Capacitor Energy Storage Systems - New	\$200.00	Per Permit
Solar Photovoltaic Power Systems - New installation	\$200.00	Per Permit

Solar Photovoltaic Power Systems - Modification	\$100.00	Per Permit
Capacitor Energy Storage Systems - Modification	\$100.00	Per Permit
Special Hazard Stop Work violation	\$2,500.00	Per Incident
Other		
Lock Box Residential Device and Installation	\$85.00	Per Box
Education and Training		
Instructor Fee (required for all classes/training)	\$80.00	Per Hour
CPR/AED Digital Certification Card with Access to Digital Book (6 Student Minimum)	\$30.00	Materials per student
CPR/AED First Aid Digital Certification Card with Access to Digital Book (6 student Minimum)	\$50.00	Materials per student
Fire-Staffing		
After-hour inspection/Prevention standby (Firewatch) (2 hours minimum)	\$150.00	Per Hour
Fire-Staffing	\$80.00	Per Hour
Fire Operations		
Engine Company/Ladder Tender	\$500.00	Per Hour
Ladder Company	\$600.00	Per Hour
Command Vehicle	\$250.00	Per Hour
Brush Truck/Support Truck	\$230.00	Per Hour
Staff Vehicle	\$150.00	Per Hour
All Other Permits Not Listed, but Included in the Fire Code	\$40.00	
Fee Structure: All fire fees listed are flat fees unless otherwise indicated.		

GOVERNMENT AFFAIRS

No Fees	N/A	N/A
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HUMAN SERVICES

No Fees	N/A	N/A
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INFORMATION TECHNOLOGY

No Fees	N/A	N/A
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LIBRARY

Passports		
Passport Processing Fee	\$35.00	Per Application

Passport Picture Fee	\$10.00	Per Applicant
Facility Rental Fees		
Facility Rental Fee - Residents	\$0.03 per square foot	Per Hour
Facility Rental Fee - Non-Residents	\$0.05 per square foot	Per Hour
Facility Rental Fee - Organizations	\$0.05 per square foot	Per Hour
Facility Rental Fee - Government Agency	No Charge	No Charge
Staffing Fee (Required beginning at 5 P.M.)	\$40	Per Hour (2 Hour Minimum)
Technology Support Fee (Required beginning at 5 P.M.)	\$50	Per Hour
AV Equipment Fee (Required beginning at 5 P.M.)	\$40	Flat
Review and Permit Fees for Special Events		
Review Fee	\$75.00	Per Event
Class 1 Permit	\$25.00; additional \$25.00 expedited fee if submitted less than 5 days before the event	Flat
Class 2 Permit	\$50.00; additional \$50.00 expedited fee if submitted less than 5 days before the event	Flat
Class 3 Permit	\$175.00; additional \$150.00 expedited fee if submitted less than 30 days before the event	Flat
Main Streets (Van Buren Street)	\$500 + parking with sidewalk open; \$500.00 downtown Van Buren directly in front of the business property lines with written consent of business affected by closure is required; \$250.00 for each additional business affected by closure; written consent of each business is required	Flat

Local Streets	\$250.00 up to first ¼ mile (includes both directions, street + parking with sidewalk open) for events that are free and open to the public with unrestricted access; \$175.00 each additional ¼ mile	Flat
Clean Up Deposit	250.00	Flat
Use of City Restrooms (If portable restrooms not provided)	250.00	Flat
Veterans Park Ramada Reservations		
Ramada 1 (Residents and Non-Profit Organizations - 35 max)	FREE	Flat
Ramada 1 (Non-Residents - 35 max)	\$15.00	Flat
Ramada 2 (Residents and Non-Profit Organizations - 35 max)	FREE	Flat
Ramada 2 (Non-Residents - 35 max)	\$15.00	Flat
Ramada 3 (Residents and Non-Profit Organizations - 65 max)	\$20.00	Flat
Ramada 3 (Non-Residents - 65 max)	\$30.00	Flat
Ramada 4 (Residents and Non-Profit Organizations - 65 max)	\$20.00	Flat
Ramada 4 (Non-Residents - 65 max)	\$30.00	Flat
Class 1 Beer Permit (Residents and Non-Profit Organizations - 15 max)	\$10.00	Flat
Class 1 Beer Permit (Non-Residents - 15 max)	\$20.00	Flat
Class 2 Beer Permit (Residents and Non-Profit Organizations - 35 max)	\$20.00	Flat
Class 2 Beer Permit Non-Residents - 35 max)	\$35.00	Flat
Veterans Park Ball Fields		
Baseball/Softball Fields (Residents and Non-Profit Organizations)	\$3.00	Per Hour
Baseball/Softball Fields (Non-Residents)	\$6.00	Per Hour
Baseball/Softball Field Lights (Residents and Non-Profit Organizations)	\$6.00	Per Hour

Baseball/Softball Field Lights (Non-Residents)	N/A	N/A
Veterans Park Special Events		
Rental Fees		
Park Festival Area (Non-Profit) - 6 hour maximum, stage and vending structures included)	\$400.00	Flat
Park Festival Area (Resident) - 6 hour maximum, stage and vending structures included)	\$500.00	Flat
Park Festival Area (Non-Resident) - 6 hour maximum, stage and vending structures included)	\$800.00	Flat
Exclusive Park Use (Non-Profit)	\$5,000.00	Flat
Exclusive Park Use (Resident)	\$3,000.00	Flat
Exclusive Park Use (Non-Resident)	\$7,000.00	Flat
Vending Booth Set-Up (both sides)	\$300.00	Flat
Vending Booth and Stage Set-Up	\$600.00	Flat
Vending Booth Set-Up (one side)	\$150.00	Flat
Special Use Event Liquor Permit	\$300.00	Flat
Police Services	\$55.00 (per officer as determined)	Per Hour (3 hour minimum)
Fire/EMS Services	\$45.00 (per staff, minimum of 2)	Per Hour (4 hour minimum)
Tent/Canopy Permit (tents above 400 sq. ft. & canopies above 900 sq ft)	\$47.00/tent	Flat
Business License (Fixed business)	\$60.00	Annually
Business License (No fixed business)	\$120.00	Annually
Date Hold Deposit	\$100.00 (Due with Special Event Application)	Flat
Damage/Cleaning Deposit	\$500.00 (Due upon approval of event)	Flat
Traffic Operations	Use an approved City vendor	
Barricades	Use an approved City vendor	
Trash Container Drop Off/Pick Up	Proposal to Field Operations	
Park Maintenance	Determined on an individual event basis	

Inspection Fees	A separate Fire Department Permit may be required
Paseo de Luces Grass Area	Not available as a rental, only public use
McNeal Park	Not available as a rental, only public use

POLICE

Reports		
DVD	\$15.00 (4.7 GB limit)	Per DVD
Email	\$10.00 (5 MB limit)	Per Email
Fax	\$10.00 (20-page limit)	Per Fax
Flash Drive	\$20.00 (16 GB limit)	Per Flash Drive
Paper Copies (First 9 pages)	\$10.00	Per Copy
Paper Copies (Additional pages)	\$0.10	Per Additional Page
Videos		
Videos (First 30 minutes)	\$20.00	Per 30 Minutes
Videos (Each additional 30 minutes)	\$20.00	Per 30 Minutes
DVD	\$15.00 (4.7 GB limit)	Per DVD
Email	\$10.00 (5 MB limit)	Per Email
Flash Drive	\$20.00 (16 GB limit)	Per Flash Drive
Animal Control		
Pound Fee	\$0	Per Animal

UTILITIES

Sewer		
Sewer Charges (Residential)		
Base Fee	\$10.00	Flat
Sewer Charges (Government, Commercial, & Industrial)		
Residential Water Deposit	120.00	Per Acct
Government, Commercial, and Industrial Water Deposit	150.00	Per Acct
Water Service Turn on-off	20.00	Per Request
Base Fee	\$8.00	Flat
Cost per thousand gallons used	\$1.25	Per 1,000 Gallons
Water (2)		
Basic Charge (All Customers)	\$16.35	Per Month
Minimum Water Charges (Residential) (1)(2)(4)	\$15.27	Per Month
Minimum Water Charges (Commercial & Governmental)	\$17.97	Per Month
Minimum Water Charges (Industrial) (5)	41.70	Per Month

Volume Charges (Residential - First 3,000 gallons)(2)	Monthly Minimum Charge	Flat
Volume Charges (Residential - Next 7,000 gallons)	\$4.41	Per 1,000 Gallons
Volume Charges (Residential - Next 20,000 gallons)	\$4.66	Per 1,000 Gallons
Volume Charges (Residential - Over 30,000 gallons)	\$5.12	Per 1,000 Gallons
Volume Charges (Multifamily - First 3,000 gallons)	Monthly Minimum Charge	Flat
Volume Charges (Multifamily - Next 7,000 gallons)	\$4.99	Per 1,000 Gallons
Volume Charges (Multifamily - Next 20,000 gallons)	\$4.99	Per 1,000 Gallons
Volume Charges (Multifamily - Over 30,000 gallons)	\$4.99	Per 1,000 Gallons
Volume Charges (Commercial & Government - First 3,000 gallons)	Monthly Minimum Charge	Flat
Volume Charges (Commercial & Government - Next 7,000 gallons)	\$4.99	Per 1,000 Gallons
Volume Charges (Commercial & Government - Next 20,000 gallons)	\$4.99	Per 1,000 Gallons
Volume Charges (Commercial & Government - Over 30,000 gallons)	\$4.99	Per 1,000 Gallons
Volume Charges (Industrial - First 3,000 gallons)	Monthly Minimum Charge	Flat
Volume Charges (Industrial - Over 3,000 gallons) (3)	\$6.37	Per 1,000 Gallons
Fee for Disconnection from Service for Delinquency	\$40.00	Flat

(1) Includes 1st 3,000 gallons

(2) Outside City service area 1.3X rate

(3) All usage after 3,000 gallons

(4) Includes multi family and residential trailer

(5) Includes construction water