

PAGOSA SPRINGS MUNICIPAL CODE PER DIEM AND FEE SCHEDULE

Adopted December 15, 2022

Type of Fee	Code Section	Description	Amount	Last Date Adopted
<u>PARK & RECREATION FACILITIES USE FEES</u>				
Application Fee		One change permitted	\$25.00	2020
Special Event Rental		Rate per park	\$100/day	2020
Private Party site fee/ Damage Deposit		Rate per park	\$25 per hour/\$200 deposit	2020
Reservoir Hill Meadow Rental	14.2.4	0-50 People	\$150	2020
		51-100 People	\$200	2020
		101-150 People	\$250	2020
		*151+ People	\$500	2020
Damage Deposit/Reservoir Hill	14.2.4	Weddings	\$500	2020
		0-50 People	\$100	2020
		51 and above	\$200	2020
		Weddings on Reservoir Hill	\$500	2020
Mobile Event Stage		Daily Rental Fee	\$250/day	2022
Mobile Event Stage Wings (two available 4' by 8')		One time charge	\$35 each	2021
Mobile Event Stage Floor Lights		Daily Rental Fee	\$50/day	2021
Mobile Event Stage Banner Kit		Daily Rental Fee	\$35/day	2021
Mobile Stage Late/Over Specified Time (Charged to Security Dep)		Hourly Fee	\$100/30 minutes over end time	2021
Mobile Stage Security Deposit		Refundable	\$1,000	2021
<u>Other Rentals and Fees</u>				
Cleaning			\$50/cleaning	2020
Trash Pick up and Removal			\$50/hour	2020
Rut Removal		Ruts left in park by cars, etc.	\$75/hour	2020
General Labor			\$25/hour	2020
Field Prep and Line			\$50	2020
Electricity Usage Fee		All Parks	\$35/day	2020
Event Supplies Trailer (delivered to the site)		Set up not included	\$100/day	2022
Event Supplies Trailer Security Deposit		Refundable	\$1,000	2022
Late Tear Down Fee		Equipment left in park 24 hrs after tear down date	\$100/day	2020
<i>All fees are forfeited if a cancellation occurs with less than 2 weeks notice. Application fees are non-refundable.</i>				
<u>GEOTHERMAL SYSTEM FEES</u>				
System Use Rates	19.1.3		Flat Rate based on average use	2020
<u>PUBLIC WORKS FEES</u>				
Project Fencing		Price per 100ft per week	\$50	2020
Safety Vest		per vest, per week	\$3 each	2020
Traffic Cones		per cone, per week	\$2.50 each	2020
Temporary Traffic Signs		per sign, per week	\$16 each	2020
Type 2 or 3 Barricade		per each, per week	\$50	2021
Sawhorse Barricades		per each, per week	\$20	2022
Variable Message Board		per sign, per week	\$200	2021
Snow Removal		per hour	\$75/hour	2020
Right of Way Permit	17.2	Pavement	\$100 fee + \$5,000 Bond	2021
		Gravel	\$100 fee + \$2,500 Bond	2021
		Miscellaneous	\$100 fee	2021
		Fines	\$500 per occurrence	2021
Other Services (i.e. Repair of items damaged by others or emergency needs)			FEMA Schedule of Equipment Rates	2020

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LAND USE APPLICATION FEES				
Land Use Decision Appeal	21.2.4.14	X	\$200	2020
Planned Development (PD) Overlay Application	21.2.4.2(D)	PD Overlay	\$1,000	2020
Outdoor Commercial Establishment Permit	21.2.4.11	X	\$50	2021
Zoning Map Amendments	21.2.4.2	General Re-Zoning	\$400	2020
Minor Subdivision/Plat Amendment	21.2.4.3(B)	X	\$500	2020
Major Subdivision, Sketch Plan	21.2.4.3(C)(3)	Sketch Plan	\$500	2020
Major Subdivision, Preliminary Plan	21.2.4.3(C)(4)	Preliminary Plan	\$500 + \$100 per lot/unit	2020
Major Subdivision Sketch/Preliminary Plan Extension		Extension	\$300	2020
Major Subdivision, Final Plan	21.2.4.3(C)(6)	Final Plan	\$500 + \$100 per lot/unit	2020
Vacation of Right of Way or Public Easements	21.2.4.3(D)	X	\$350	2020
Condominium Subdivision/Conversion	21.2.4.3.E	X	\$500	2020
Conditional Use Permits (Public Hearing)	21.2.4.4	X	\$250	2020
Conditional Use Permit (Administrative)	21.4.4	X	\$100	2020
Conditional Use Permit - Vacation Rental	21.4.4	X	\$100	2020
Design Review Sketch (Administrative)	21.2.4.6(D)	Sketch Plan	\$100	2020
Design Review Final (Administrative)	21.2.4.6(E)	Final Plan	\$100	2020
Design Review Sketch (Major)	21.2.4.6(F)	Sketch Plan	\$250	2020
Design Review Final (Major)	21.2.4.6(G)	Final Plan	\$500	2020
Redevelopment Permit	21.2.4.7	X	\$500	2020
Flood Plain Development Permit	21.2.4.8	X	\$100	2020
Temporary Use Permit Application	21.2.1.10	X	\$35	2020
Variance	21.2.4.12	Any Type	\$400	2020
Minor Modification	21.2.4.13	X	\$25	2020
Comprehensive Plan Amendments	21.2.4.1	X	\$200	2020
Open Space/Land Dedication In-Lieu Fee		X	n/a	2020
SIGN PERMIT FEES				
Permanent Sign Permit Application	21.2.4.9	One Sign	\$25	2020
		Two Signs	\$50	2020
		Three Signs or more	\$75	2021
Sign Permit Alteration	21.2.4.9		\$25	2020
Sign Permit With Comprehensive Sign Program	21.2.4.9		\$100	2020
Temporary Sign Permit	21.2.4.9	One Week Period	\$5	2021
Hot Springs Blvd Banner Application	21.6.12.4.B.g	4'x20' / 4'x40'	\$50/\$100	2020
ANNEXATION FEES				
Annexation Administration Fees	11.1	0-5 Acres	\$500	2020
	11.1	5-30 Acres	\$750	2020
	11.1	30 or more Acres	\$1,000	2020
BUSINESS REGULATION FEES				
Business License Application Fee (in Town limits)	6.1.9(1)		\$50	2020
Business License Application Fee (outside Town limits)			\$25	2020
Class 1 Business License Fee	6.1.9(1)	0-10 Employees	\$50	2020
Class 2 Business License Fee	6.1.9(1)	11-20 Employees	\$65	2020
Class 3 Business License Fee	6.1.9(1)	21+ Employees	\$75	2020
Class 4 Business License Fee	6.1.9(1)	Seasonal Business (6 months)	\$30	2022
Pawnbroker License Fee	6.2.4		\$100	2020
Special Event Vendor License Fee Collected/Remitted by Event Orga	6.3.3		\$20 per event	2022
Late Renewal License Fee		After 30 days late	\$35	2020
Vacation Rental License Application Fee	6.7.3	Short Term Rental	\$50	2021
Vacation Rental License Fee (Per Council 50% to Housing initiative)	6.7.3	Short Term Rental	\$700	2022
Vacation Rental License Renewal Fee (Per Council 50% to Housing initiative)	6.7.3	Short Term Rental	\$500	2022
Late Renewal License Fee for Vacation Rental		Short Term Rental	\$50 per month after 30 days	2021
Late Reporting Fee for Lodgers and Vacation Rental		Short Term Rental	\$35 per month	2022
BUILDING DEPARTMENT FEES				
Building Permit and Inspection Fees	Section 109 and R108 ICC Building and Residential Code 2015	All construction requiring permit	Based on project valuation & table 1-A ICC 2015 Appendix L	2020
Commercial Plan Review Fee	Section 109 ICC Building Code 2015	All projects submitted under the IBC 2015	50% of building permit fee per ICC 2015 Appendix L	2020
Mechanical Permit and Inspection Fees	Section 106 ICC Mechanical Code 2015	Mechanical work requiring permit not included in a building permit	ICC 2015 Building Code Appendix L	2020

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CLERK FEES				
Photocopies	C.R.S. 24-72-205	Standard page	0.25	2020
Photocopies - not standard size	C.R.S. 24-72-205	not standard size	actual cost	2020
Fax Copies	C.R.S. 24-72-205		1.25	2020
Duplication of Audio Tapes	C.R.S. 24-72-205		\$30	2020
Verbatim Transcripts of Proceedings	C.R.S. 24-72-205		actual cost	2020
Non-refundable Deposit (payable in advance)			\$125	2020
Transcription			actual cost	2020
Certification			\$40	2020
Documentation Certification	C.R.S. 24-72-205		\$2	2020
Research and Retrieval, Manipulation of Data, Creation of a Privilege Log	C.R.S. 24-72-205	Time for actual time spent, in excess of one hour	\$30	2020
Transmission Costs	C.R.S. 24-72-205		actual cost	2020
Electronic Maps and Data Files			\$500	2020
Cemetery Plot-Interment Rights (Archuleta County Resident)		Hill Top Cemetery	\$550	2021
Cemetery Plot-Interment Rights (non County Resident)		Hill Top Cemetery	\$950	2021
Application for Interment/Disinterment and Locates		Hill Top Cemetery	\$50	2022
Perpetual Care and Maintenance Fee-one time fee		Hill Top Cemetery	\$150	2021
Refundable Permanent Marker Deposit		Hill Top Cemetery	\$350	2020
Burial and Excavation by Town (Casket)		Hill Top Cemetery	\$1,500	2020
Burial and Excavation by Town (Cremains)		Hill Top Cemetery	\$800	2020
Credit Card Transaction Fee		Per Transaction	3%	2021
LIQUOR PERMIT FEES				
			Local Fee	
Application for New License	C.R.S. 12-47-505		\$775	2020
Application for New License w/ Concurrent Review	C.R.S. 12-47-505		\$800	2020
Application for Transfer of Ownership	C.R.S. 12-47-505		\$650	2020
Application Late Renewal Fee	C.R.S. 12-47-505	Not more than 90 days	\$500	2020
Application Late Renewal Fee	C.R.S. 12-47-505	Over 90 days less than 180 days	\$500	2020
Application Reissue Fine	C.R.S. 12-47-505	Over 90 days less than 180 days	\$25.00 a day beyond 90 day	2020
Annual Fee for License Type				
Art License	C.R.S. 12-47-505		\$41.25	2020
Beer & Wine License	C.R.S. 12-47-505		\$48.75	2020
Brew-Pub License	C.R.S. 12-47-505		\$75	2020
Hotel & Restaurant License	C.R.S. 12-47-505		\$75	2020
Liquor Licensed Drugstore	C.R.S. 12-47-505		\$22.50	2020
Lodging and Entertainment License	C.R.S. 12-47-505		\$75	2020
Optional Premise License	C.R.S. 12-47-505		\$75	2020
Resort Complex License	C.R.S. 12-47-505		\$75	2020
Retail Liquor Store License	C.R.S. 12-47-505		\$22.50	2020
Tavern License	C.R.S. 12-47-505		\$75	2020
Fermented Malt Beverage On Premises License	C.R.S. 12-47-505		\$3.75	2022
Fermented Malt Beverage Off Premises License	C.R.S. 12-47-505		\$3.75	2022
Fermented Malt Beverage On/Off Premises License	C.R.S. 12-47-505		\$3.75	2022
Related Fees and Permits				
Annual Renewal Application Fee	C.R.S. 12-47-505		\$75	2020
Annual Art Gallery Fee	C.R.S. 12-47-505		\$100	2020
Art Gallery Permit	C.R.S. 12-47-505		\$3.75	2020
Bed & Breakfast Permit	C.R.S. 12-47-505		\$3.75	2020
Change of Location Fee	C.R.S. 12-47-505		\$750	2020
Corporate/LLC Change	C.R.S. 12-47-505	Per person	\$100	2020
Hotel&Restaurant/Lodging&Entertainment/Tavern Manager's Registration	C.R.S. 12-47-505		\$75	2020
Late Renewal Application Fee	C.R.S. 12-47-505		\$500	2020
Mini Bar Permit w/ Hotel&Restaurant License	C.R.S. 12-47-505		\$48.75	2020
Special Events Permit	C.R.S. 12-47-505	Per event	\$100	2020
MARIJUANA LICENSE FEES				
			Local Fee	
Application Fee for New Retail License	Resolution 2015-14		\$0	2020
Application Fee for Medical License			\$0	2020
Application Fee for Transfer of Retail Ownership			\$0	2020
Application Fee for Transfer of Medical Ownership			\$0	2020
Annual Fee for License Type				
Retail License Fee	Resolution 2015-14		\$3,000.00	2020
Medical License Fee			\$3,000.00	2020
Retail Annual License Renewal Fee			\$2,000.00	2020
Medical Annual License Renewal Fee			\$2,000.00	2020
Retail Location Transfer Fee			\$3,000.00	2020
Medical Location Transfer Fee			\$3,000.00	2020
Retail Modification of Premises Fee			\$1,000.00	2020
Medical Modification of Premises Fee			\$1,000.00	2020
Retail Ownership Transfer Fee		Per Person	\$100.00	2020
Medical Ownership Transfer Fee		Per Person	\$100.00	2020
Retail Corporation Change in Structure Fee		Per Person	\$100.00	2020
Medical Corporation Change in Structure Fee		Per Person	\$100.00	2020
Retail / Medical Late Renewal Fee			\$500.00	2020
Background Check Fees			\$500 (per person)	2020

Type of Fee	Code Section	Description	Amount	Last Date Adopted
MUNICIPAL COURT FEES				
Plaintiff, Petitioner, Administrative Hearings	Judicial Order 2021-2		\$179	2021
Intervenor	Judicial Order 2021-2	adds new party	\$178	2021
Defendant, Respondent	Judicial Order 2021-2	Answers only	\$126	2021
Third Party Plaintiff	Judicial Order 2021-2		\$178	2021
Defendant, Respondent Filing a Cross or Counter Claim or both and an Answer Fee Previously Paid	Judicial Order 2021-2		\$178	2021
Defendant Filing an answer and a Cross or Counter Claim or both	Judicial Order 2021-2		\$301	2021
Defendant Filing an Answer and Also Filing Third Party Complaint but not Filing Cross or Counter Claim	Judicial Order 2021-2		\$301	2021
Defendant Filing an answer and a Cross or Counter Claim and a Third Party Complaint	Judicial Order 2021-2		\$479	2021
Rule 69 Docket Fee; Judgment Creditor	Judicial Order 2021-2		\$56	2021
Foreign Judgment	Judicial Order 2021-2		\$133	2021
Defendant's Motion to Dismiss for Failure to File Complaint	Judicial Order 2021-2		\$44	2021
Appellant	Judicial Order 2021-2		\$130	2021
Appellee	Judicial Order 2021-2		\$126	2021
Appeal from County or Municipal Court of Record	Judicial Order 2021-2		\$56	2021
Petition to Seal Criminal Record	Judicial Order 2021-2		\$179	2021
Petition to Seal Criminal Conviction	Judicial Order 2021-2		\$179	2021
Jury Demand Fee	Judicial Order 2021-2		\$152	2021
Additional Fee Against Judgment Debtors	Judicial Order 2021-2			2021
**Over \$5,000, not more than \$10,000		\$8	2021	
**Over \$10,000, not more than \$20,000		\$24	2021	
**Over \$20,000, not more than \$30,000		\$40	2021	
**Over \$30,000, not more than \$50,000		\$72	2021	
**Over \$50,000		\$72.00 + \$1.00 for each \$1,000 over \$50,000	2021	
Court Costs	Judicial Order 2021-1		\$35	2021
Probation Fee	Judicial Order 2021-1		\$85	2021
Community Service Fee	Judicial Order 2021-1		\$50	2021
Drug Testing Fee	Judicial Order 2021-1		\$25.00 per test	2021
Warrant Fee	Judicial Order 2021-1		\$50	2021
Financial Affidavit Fee	Judicial Order 2021-1		\$40	2021
Jury Fee for Criminal Matters	Judicial Order 2021-1		\$25	2021
Juror Fee	Judicial Order 2021-1		\$15	2021
Witness Fee	Judicial Order 2021-1		\$5	2021
Mileage Rate	Judicial Order 2021-1		Current GSA POV Mileage Reimbursement Rate	2021
Issuing and Docketing an Execution	Judicial Order 2021-1		\$40	2021
Certificate of Dismissal or No Suit Pending	Judicial Order 2021-1		\$10	2021
Certificate of Satisfaction of Judgment	Judicial Order 2021-1		\$10	2021
Certifying a Copy of any Record, Proceeding, or Paper on File	Judicial Order 2021-1		\$10	2021
Preparing and Issuing Transcript of Judgment	Judicial Order 2021-1		\$20	2021
Certificate of Exemplification of any Record, Proceeding, or Paper on File	Judicial Order 2021-1		\$10	2021
Writ of Garnishment	Judicial Order 2021-1		\$40	2021
Writ of Attachment	Judicial Order 2021-1		\$60	2021
Returned Check 'Insufficient Funds'	Judicial Order 2021-1		\$40	2021
Transcription Deposit	Judicial Order 2021-1		\$25	2021
Transcription Fee	Judicial Order 2021-1	Standard	\$3.00 per page	2021
		Expedited	\$3.75 per page	2021
Jail Costs	Judicial Order 2021-1		\$65.00 per day	2021
Copy Fee	Judicial Order 2021-1	Single sided	\$.25 per page	2021
		Double sided	\$.50 per page	2021
Fax Fee	Judicial Order 2021-1		\$.25 per page	2021
Scanning Fee	Judicial Order 2021-1		\$.25 per page	2021
Forms	Judicial Order 2021-1	Single sided	\$.25 per page	2021
		Double sided	\$.50 per page	2021
CD Transcript Duplication	Judicial Order 2021-1		\$35	2021
Court-Sponsored Drug & Alcohol Education	Judicial Order 2021-1		\$80.00 per 8 hour session	2021
Record Sealing (Adults Only)	Judicial Order 2021-1		\$65	2021
Research and Retrieval of Public Records	Judicial Order 2021-1	First Hour	\$0.00 (Zero)	2021
		Each Additional Hour	\$30	2021
POLICE DEPARTMENT FEES				
Vehicle Identification Number Verification	Resolution 2009-03		\$10	2020
Fingerprinting	Resolution 2009-03		\$5/card	2020
Accident Reports	Resolution 2009-03	Up to 5 pages	\$2.50	2020
		\$.25 per page over 5		2020
Official Action/Criminal Justice Reports	Resolution 2009-03	Up to 5 pages	\$5	2020
		\$.25 per page over 5		2020
Digital Recordings			\$15/CD	2020
Sex Offender Registration (Initial)	15.7.6	Initial	\$25	2020
Sex Offender Re-Registration	15.7.6	Annually or Quarterly	\$20	2020

Type of Fee	Code Section	Description	Amount	Last Date Adopted
ROSS ARAGON COMMUNITY CENTER FEES				
Room Rental Fees				
		Capacity		
Multi-Purpose Room (MPR)	Rate/hour	300 (300 chairs)	\$60/hr \$600/day flat	2020
Lobby (included in Multi-purpose room rental) *cannot be rented without other room rental	Rate/hour	50	\$5	2020
South Conference Room	Rate/hour	56	\$25	2020
West Conference Room	Rate/hour	35	\$20	2020
East Conference Room	Rate/hour	20	\$10	2020
Arts and Craft Room	Rate/hour	23	\$15	2020
North Conference Room	Rate/hour	88	\$35	2020
Warming Kitchen	Rate/hour	10	\$15	2020
	Rate/hour	10	Free with MPR Rental	2020
Other Fees				
Clean-Up Multi-purpose Room			\$300	2020
Clean-Up Additional Rooms			\$15/room	2020
Clean-Up South Conference Room			\$50	2021
Clean-Up West Conference Room			\$50	2021
Clean-Up East Conference Room			\$50	2021
Clean-Up Arts and Crafts Room			\$50	2021
Clean-Up North Conference Room			\$50	2020
Clean-Up Entire Building			\$400	2020
Refundable Damage Deposit				
Multi-Purpose Room			\$1,000	2020
All Other Rooms			\$100	2020
Audio, Visual, Telecommunications				
Overhead Projector Multi-purpose Room		5,000 Lumens-Ceiling Mount	\$50	2020
PA System		w/ hand held & lapel wireless	\$45	2020
Beverage and Food				
Chafing Dish - Stainless Steel		Round 6 quart	\$5	2020
Chafing Dish- Stainless Steel		Rectangle 8 quart	\$10	2020
Chafer Fuel Sterno			\$3	2020
Coffee Pot		12 cup capacity	\$5	2020
Coffee Urn		60 cup capacity	\$10	2020
Portable Bar			\$30	2020
Linen Options				
Banquet Tablecloths			\$15	2020
Round Tablecloths		120"	\$15	2020
Overlays			\$4	2020
Runners			\$2	2020
Chair Covers			\$2	2020
Chair Sashes			\$1	2020
Stage				
Full stage package with 2 sets of stairs		288 square foot	\$150	2020