

PAGOSA SPRINGS MUNICIPAL CODE PER DIEM AND FEE SCHEDULE

Adopted December 21, 2023

Type of Fee	Code Section	Description	Amount	Last Date Adopted
PARK & RECREATION FACILITIES USE FEES				
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
		Weddings	\$500	2020
Damage Deposit/Reservoir Hill	14.2.4	0-50 People	\$100	2020
		51 and above	\$200	2020
		Weddings on Reservoir Hill	\$500	2020
Other Rentals and Fees				
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
Fitness Room			\$4/day, \$15/month, \$100/year	2023
<i>All fees are forfeited if a cancellation occurs with less than 2 weeks notice. Application fees are non-refundable.</i>				
GEOTHERMAL SYSTEM FEES				
Residential Rate		Flat Rate	\$61.20/month	2023
Commercial Rates		<2000	\$105/month	2023
		2001 to 5000	\$262.50/month	2023
		5001 to 9000	\$735/month	2023
		9001 and greater	\$1,050/month	2023
Tap Fee Retainer (Credited To Tap Fee When Connected)			\$1,000	2023
Tap Fee			\$5,000	2023
Disconnect/Cap Fee			\$225 plus parts	2023
Disconnection Violation Fee			\$2,500	2023
PUBLIC WORKS FEES				
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 3 Barricade		per each, per week	\$50	2023
Type 2 Barricades		per each, per week	\$20	2023
Variable Message Board		per sign, per week	\$200	2021
Snow Removal		per hour	\$75/hour	2020
Hourly Personal		per employee	\$40/hour	2023
7 yd Dump Truck		per hour(Excluding Operator)	\$70/hour	2023
14 yd Dump Truck		per hour(Excluding Operator)	\$105/hour	2023
Water Truck		per hour(Excluding Operator)	\$105/hour	2023
Motor Grader		per hour(Excluding Operator)	\$165/hour	2023
Backhoe		per hour(Excluding Operator)	\$95/hour	2023
Loader		per hour(Excluding Operator)	\$130/hour	2023
Skid Steere		per hour(Excluding Operator)	\$60/hour	2023
Roller		per hour(Excluding Operator)	\$70/hour	2023
Bucket Truck		per hour(Excluding Operator)	\$70/hour	2023
Vac Truck		per hour(Excluding Operator)	\$150/hour	2023
Mini Excavator		per hour(Excluding Operator)	\$100/hour	2023
Equipment Trailer		per hour(Excluding Operator)	\$20/hour	2023
Snow Blade for Dumptruck		per hour	\$25/hour	2023
Snow Plow/Salt Spreader Add on		per hour	\$25/hour	2023
Right of Way Permit	17.2	Pavement	\$150 fee + \$5,000 Bond	2023
		Gravel	\$150 fee + \$2,500 Bond	2023
		Miscellaneous	\$150 fee	2023
		Fines	\$500 per occurrence	2021
Other Services (i.e. Repair of items damaged by others or emergency needs)			FEMA Schedule of Equipment Rates	2020

Type of Fee	Code Section	Description	Amount	Last Date Adopted
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
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	\$50	2020
Comprehensive Plan Amendments	21.2.4.1	X	\$300	2020
Open Space/Land Dedication In-Lieu Fee		X	n/a	2020
Building/Construction without Permit		Building/Construction w/o permit	Double Permit Application Fee	2023
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'	\$75/\$150	2023
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 Organ	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
Workforce Housing Fee (in Trust Account)	Resolution 2023-08	Short Term Rental	\$500	2023
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

Type of Fee	Code Section	Description	Amount	Last Date Adopted
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/hour	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
Non-Sufficient Funds/Check Return			\$40	2023
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 Gallery 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
Retail Establishment or Art Gallery Application/ Renewal Permit Fee	C.R.S. 12-47-505		\$100	2020
Retail Establishment or 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
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		Per State Fee Schedule	2023
Application Fee for Medical License			Per State Fee Schedule	2023
Application Fee for Transfer of Retail Ownership			Per State Fee Schedule	2023
Application Fee for Transfer of Medical Ownership			Per State Fee Schedule	2023
Annual Fee for License Type				
Retail License Fee	Resolution 2015-14		\$3,000	2020
Medical License Fee			\$3,000	2020
Retail Annual License Renewal Fee			\$2,000	2020
Medical Annual License Renewal Fee			\$2,000	2020
Retail Location Transfer Fee			\$3,000	2020
Medical Location Transfer Fee			\$3,000	2020
Retail Modification of Premises Fee			\$1,000	2020
Medical Modification of Premises Fee			\$1,000	2020
Retail Ownership Transfer Fee		Per Person	\$100	2020
Medical Ownership Transfer Fee		Per Person	\$100	2020
Retail Corporation Change in Structure Fee		Per Person	\$100	2020
Medical Corporation Change in Structure Fee		Per Person	\$100	2020
Retail / Medical Late Renewal Fee			\$500	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				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
Court Appointed Counsel	Administrative Order No. 2023-02		\$140.00 per hour \$140.00 minimum per case \$2,000.00 maximum per case	2023
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		\$20	2023
Accident Reports	Resolution 2023-08	Up to 5 pages	\$5	2023
		\$.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
Research and Retrieval of Public Records	C.R.S 24-72-205(6)(b)	Time in excess of 1 hour	\$33.58/hour	2023
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	\$35	2020
West Conference Room	Rate/hour	35	\$25	2020
East Conference Room	Rate/hour	20	\$15	2020
Arts and Craft Room	Rate/hour	23	\$20	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
TOURISM FEES				
Mobile Event Stage		Daily Rental Fee	\$300 (non-profit) / \$600 (for-profit)	2023
Event Trailer		Daily Rental Fee	\$100	2023
Security Deposit for Trailer or Stage		Each Rental - Refundable	\$500	2023