



Memorandum

To: Town Council
From: Shelly Heaton, Springdale Planning Department
Date: August 4, 2022
Re: Resolution 2022-14: Fee Schedule Revisions

Staff recommends to the fee schedule. The proposed fee increase is necessary due to increasing costs to provide the associated service. The attached resolution updates the Fee Schedule to make the change. The change is summarized below:

1) **Lot Line Adjustment Fee:**

Current Fee: None

Proposed Fee: \$125

Reason: Staff would like to adopt a single \$125 application fee for processing Lot Line Adjustment permits. This is a new process and application for the Town. This fee is in line with the fee for other staff approved applications (such as staff-approved Design / Development Review and Flood Plain Development permits). This fee will help defray the Town's expenses (staff time) in reviewing Lot Line Adjustments.

2) **Erosion Hazard Permit Fee:**

Current Fee: None

Proposed Fee: \$750/\$25

Reason: These fees were discussed and approved by the Town Council when the Erosion Hazard Ordinance was adopted. However, they have not yet been incorporated in the fee schedule. This change formally adopts the fees which were previously approved by the council.



Resolution 2022-14

A RESOLUTION REVISING THE FEE SCHEDULE FOR TOWN OPERATIONS

WHEREAS, the Town of Springdale recognizes the need to change fees from time to time in order to cover rising expenses related to services, in this instance to cover increased costs associated with land use appeals, variances, and zone changes; and

WHEREAS, this resolution shall replace any other fee schedule that may have been set as policy prior to August 10, 2022;

NOW THEREFORE, BE IT HEREBY RESOLVED by the Town Council of the Town of Springdale that the attached fee schedule, dated August 10, 2022, be adopted as the official and current fee schedule for the Town of Springdale. This resolution shall become effective immediately upon passage and posting.

Passed and adopted this 10th day of August, 2022.

Barbara Bruno, Mayor

Attest:

Darci Carlson, Town Clerk



FEE SCHEDULE

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SECTION A: BUSINESS LICENSING

License Type	Fee
Base Commercial	\$100
Additional Use	\$20 each
Home Occupation	\$0
Non-Profit	\$0
Special Event	\$100
Business License Renewal Late Penalty	\$25

If a business wishes to sell alcohol, additional licensing fees apply as listed below. A Permit must also be obtained from the [Utah Department of Alcoholic Beverage Services](#) in order for the Springdale liquor license to be approved.

Alcohol Licenses in Conjunction with Utah DABC	Fee
Off Premise Beer Retailer	\$100
Restaurant – Beer Only	\$300
Restaurant – Limited Service	\$300
Restaurant – Full Service	\$300
Tavern	\$300
Banquet & Catering	\$300
Package Agency	\$300

SECTION B: JOLLEY-GIFFORD CEMETERY RATES:

RESIDENT – Defined as a person who has lived in Springdale for 12 consecutive months immediately prior to purchase. Residents must pay non-resident rate for lots purchased for non-residents.

PLOTS	\$350
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VAULT OPEN/CLOSE*	WEEKDAYS	SATURDAY
	\$200	\$300

CREMAINS OPEN/ CLOSE*	WEEKDAYS	SATURDAY
	\$100	\$200

EXUMATION	\$500
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* An additional fee of \$50 applies to services performed after 3:30 PM Monday – Saturday.

NON-RESIDENT

PLOTS	\$1600
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VAULT OPEN/CLOSE*	WEEKDAYS	SATURDAY
	\$250	\$350

CREMAINS OPEN/ CLOSE*	WEEKDAYS	SATURDAY
	\$150	\$250

EXUMATION	\$500
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*An additional fee of \$50 applies to services performed after 3:30 PM Monday - Saturday

SECTION C: RECORDS REQUESTS (GRAMA)

Government Records Access Management Act (GRAMA) Request (**63G-2-204**):

- Requests must be submitted in writing, preferably on the appropriate request form. Unless an expedited response is requested and approved, the information will be released within 10 business days, unless there are extraordinary circumstances. **63G-2-204(5)**.
- Fees will be determined on an individual basis per UCA **63G-2-203**, based on the Town's standard administrative fees.
- If the request is substantial and time-consuming, the applicant may be required to prepay if fees are expected to exceed \$50. **63G-2-203(8)(a)(i)**
- If the requestor has fulfilled but unpaid GRAMA requests outstanding, the custodian of the records may require payment of those fees before processing a new request. **63G-2-203(8)(a)(ii)**
- The town is not required to fulfill a person's records request if the request unreasonably duplicates prior records requests from that person. **63G-2-201(8)(a)(iv)**
- In certain circumstances, particularly if releasing the record primarily benefits the public rather than a person, the custodian of the records may waive fees, upon request. **63G-2-203(4)(a)**
- Processes exist for appealing denial of waivers, denial of access to records, and protesting fees. **63G-2-205, 63G-2-401**

STANDARD ADMINISTRATIVE FEES

Certified Mail delivery of letters regarding a delinquent account: \$10.00

Staff time: The hourly rate for the lowest paid employee with the necessary skill and training required for searching, retrieving, compiling, formatting, packaging, summarizing, organizing and other direct administrative activities needed to fulfill the request. The rate will be determined by the Records Officer when a records request is received per 63G-2-203(2)(b). The first ¼ hour is free.

Electronic services fee: When asked to compile a record in a form other than that normally maintained, the Records Officer must first determine it is able to do so without reasonably interfering with the governmental entity's duties and responsibilities, and, the requester agrees to pay the fee. The fee will be determined by the Records Officer when a records request is received per 63G-2-203(2)(b).

If printing is required, the Town's standard per-page photocopy fees will also apply.

Photocopies: \$0.25 for 8 1/2 x 11 single or double sided on town paper
\$0.35 for 8 1/2 x 14 single or double sided on town paper
\$0.60 for 11 x 17 single or double sided on town paper
\$0.05 for any size single or double sided on your own paper

CDs used to supply digital copies of data or meeting recordings: \$3.00 ea.

SECTION C: RECORDS REQUESTS (GRAMA), CONT.

Standard police reports in paper form: \$5.00 (Staff time may also apply if multiple reports are requested at the same time and if they require redaction.)

Police reports requested to be supplied in digital form are subject to electronic services fees in addition to \$5.00 base fee and redaction fees.

Returned check fee: \$35.00

SECTION A: BUILDING PERMITS

Building Permit Deposit: For all multi-family residential projects and commercial projects with a valuation of more than \$250,000, a \$5,000 deposit is required at the time of building permit application. The deposit will be credited toward the total building permit cost (all permit and review fees required at the time a building permit is issued, based on the fees listed below). Any amount of the deposit in excess of the total building permit cost will be credited back to the applicant. If the applicant elects to abandon the project without obtaining a building permit, the deposit will be used to cover the town’s actual costs in reviewing the permit application up to the point the applicant informs the town of the intent to abandon the project. Any amount of the deposit in excess of the town’s actual costs will be credited back to the applicant.

Building Permit Application: \$125.00

Building Permit: Based on valuation of construction. See Table 1-A

Plan Review Fee: 65% of the Building Permit fee from Table 1-A.

Pool Permit Fee: \$525

Table 1-A – Building Permit Fees

UBC 1997

<u>Total Valuation</u>	<u>Fee</u>
\$1.00 to \$500.00	\$23.50
\$501.00 to \$2,000.00	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00 or fraction thereof to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00 or fraction thereof to and including \$25,000.00
\$25,000.00 to \$50,000.00	\$391.75 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00 or fraction thereof to and including \$50,000.00
\$50,000.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00 or fraction thereof to and including \$500,000.00
\$500,000.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00 or fraction thereof to and including \$1,000,000.00
\$1,000,001 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00 or fraction thereof

SECTION A: BUILDING PERMITS, CONT.

Fire District Review: Actual Cost as charged by the Fire District. For review, contact them directly at [Hurricane Valley Fire District](#)

Sewer Grinder Pump: \$7,400. Sewer grinder pumps shall only be provided for properties where the Town has a contractual obligation to provide them. Property owner or contractor shall install grinder pump in accordance with adopted Town standards and specifications.

Surcharge Tax: 1% of Building Permit Fee

Town Engineer Review: Actual Cost – an estimate of costs will be applied to the Building Permit

Solar and other alternative energy devices: Building permit fees shall include the actual costs of plan review and inspection, based on \$75 per hour. No other building permits fees apply. (Note: If the alternative energy device is part of a larger construction or building project, all standard fees will apply to the project, except that the value of the alternative energy device may be deducted from the total valuation of the project in determining the building permit and plan review fees.)

Fee In-Lieu of Water Dedication: \$950 per equivalent residential unit (ERU)

Water Meters:

<u>Meter Size</u>	<u>Meter Placement</u>
¾ Inch	\$365
1 Inch	\$425
1 ½ Inch	\$800
2 Inch	\$1025
3 Inch	\$2500
4 Inch	\$3010

Town shall supply and install meter. Property owner or contractor shall install meter box and culinary water lines in accordance with adopted Town standards and specifications. Owner or contractor may arrange with Town to supply those parts at cost, if necessary. Town of Springdale Public Works personnel shall inspect installations before Town accepts meter box or line installation.

SECTION A: BUILDING PERMITS, CONT.

Other Inspections and Fees:

1. Inspections outside of normal business hours: \$75.00 per hour commercial & \$55.00 per hour residential (minimum charge 2 hours).
2. Re-inspection fees: \$75 per hour commercial & \$55 per hour residential. (Note: There is no charge for the first re-inspection. The re-inspection fees apply to the second and all subsequent re-inspections).
3. Additional plan review required by changes, additions or revisions to plans: \$75.00 per hour commercial & \$55.00 per hour residential. Minimum charge is ½ hour.
4. For use of outside consultants for plan checking and inspections, or both: Actual costs.

Items 1-3: 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 employee involved.

Item 4: Actual costs include administrative and overhead costs.

SECTION B: IMPACT FEES

Impact fees are one-time fees charged to help pay for the cost of the infrastructure that serves the residents of Springdale.

Culinary Water Impact Fees:

Impact Fees

<u>Meter Size</u>	<u>Culinary Water</u>
¾ Inch	\$6,060
1 Inch	\$10,880
1 ½ Inch	\$23,377
2 Inch	\$43,244
3 Inch	\$97,369
4 Inch	\$173,115
6 Inch	\$389,338

If expansion, modification, or change in use of a building requires additional water flow, an upsized meter may be connected at the cost of installation plus the difference in price between the original meter and the required new meter.

Parks and Open Space Impact Fees:

Residence: \$3,883 per residential unit. (Unit is defined as one residential dwelling, one apartment, and one condominium.)

Transient Lodging Unit: \$3,285 Transient Lodging Unit is defined as: one individually rented unit in a hotel/motel, one individually rented room in a Bed and Breakfast, one vacation rental home if the entire home is rented as a single unit, one individually rented room in a vacation rental home if the rooms in the vacation rental are rented separately.

Habitat Impact Fees:

New construction: .002 of value of construction

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SECTION C: ZONING FEES

Zoning Fees

Accessory Use determination: \$100.00

Accessory Dwelling Unit Permit: \$125.00

Amendment to Zoning Maps (zone change): \$2,000.00

Amendment to the Zoning Ordinance: \$1000.00

Appeals: \$1,200.00

Conditional Use Permit: \$400.00

Design Development Review Fees:

DCD Review for minor projects as defined by section 10-15-7: \$125.00

Planning Commission Review: \$500.00

Revised Design Development Review: \$150.00

Design Development Review for Walls and Fences in Residential Zones: \$25.00

Design Development Review for solar and other alternative energy devices: No

charge. (Note: If the alternative energy device is part of a larger construction or building project, the applicable DDR fee above will apply.)

Fire District Review: Actual Costs

Erosion Hazard Permit: \$750.00

Erosion Hazard for Minor Land Disturbance: \$25.00

Floodplain Development Permit: \$125

Home Occupation Permit: \$125.00

Lot Line Adjustment Permit: \$125.00

Ordinance Interpretation: \$100.00

Sign Permit: \$75.00

Special Meeting: \$100.00

Subdivisions:

Preliminary Plat: \$400.00 plus \$25.00 per lot plus Engineering and Fire

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Marshal Costs

Final Plat: \$600.00 plus \$25.00 per lot plus Legal, Engineer, Fire District, and
other review Fees

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SECTION C: ZONING FEES, CONT.

Banner Permit: No Fee

Plat Amendments: \$400.00 plus \$25.00 per lot plus Engineer and other review fees

Town Attorney Review: Actual cost

Town Engineer Review: Actual cost

Variance: \$1,200.00

Wireless Communication Facility application: \$500.00

Zoning Ordinance: \$35.00

Zoning Map (color 11 x 17): \$7.00

SECTION D: GRADING FEES

Grading Permit Application: \$75.00

Grading Permit: Based on Volume of earth removed or relocated. See table A-33-A

Grading Plan Review: See Table A-33-B

TABLE A-33-A – GRADING PLAN REVIEW FEES²

UBC - 1997

50 cubic yards (38.2 m ³) or less	No Fee
51 to 100 cubic yards (40 m ³ to 76.5 m ³)	\$23.50
101 to 1000 cubic yards (77.2 m ³ to 764.6 m ³)	\$37.00
1001 to 10,000 cubic yards (765.3 m ³ to 7,645.5 m ³)	\$49.25
10,001 to 100,000 cubic yards (7646.3 m ³ to 76,455 m ³)	\$49.25 for the first 10,000 cubic yards (7,645 m ³) plus \$13.25 for each additional 10,000 cubic yards (7,645.5 m ³) or fraction thereof.
100,001 to 200,000 cubic yards (76,456 m ³ to 152,911 m ³)	\$269.75 for the first 100,000 cubic yards (76,455 m ³) plus \$13.25 for each additional 10,000 cubic yards (7,645.5 m ³) or fraction thereof.

Other Fees:

Additional plan review required by changes, additions or revisions: \$50.00 per hour (minimum charge is ½ hour).

SECTION D: GRADING FEES, CONT.

TABLE A-33-B – GRADING PERMIT FEES¹

UBC – 1997

50 cubic yards (38.2 m ³) or less	\$23.50
51 to 100 cubic yards (40 m ³ to 76.5 m ³)	\$37.00
101 to 1000 cubic yards (77.2 m ³ to 764.6 m ³)	\$37.00 for the first 100 cubic yards (76.5 m ³) plus \$17.50 for each additional 100 cubic yards (76.5 m ³) or fraction thereof.
1001 to 10,000 cubic yards (765.3 m ³ to 7,645.5 m ³)	\$194.50 for the first 1,000 cubic yards (764.6 m ³) plus \$14.50 for each additional 1,000 cubic yards (764.5 m ³) or fraction thereof.
10,001 to 100,000 cubic yards (7646.3 m ³ to 76,455 m ³)	\$325.00 for the first 10,000 cubic yards (7,645.5 m ³) plus \$66.00 for each additional 10,000 cubic yards (7,645.5 m ³) or fraction thereof.
100,001 (76,456 m ³) or more	\$919.00 for the first 100,000 cubic yards (76,455 m ³) plus \$36.50 for each additional 10,000 cubic yards (7,645.5 m ³) or fraction thereof.

Other inspections and fees:

Inspections outside of normal business hours: \$50.50 per hour² Minimum charge is 2 hours

Re-inspection fees: \$75.00 per hour²

Footnotes:

¹The fee for a grading permit authorizing additional work to that under a valid permit shall be the difference between the fee paid for the original permit and the fee shown for the entire project.

²Or the total hourly cost to the jurisdiction, whichever is greatest. The cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved.

SECTION E. EVENT AND TEMPORARY USE PERMITS

Free Speech Event Permit: No fee

Fundraising Event Permit: No Fee

Large Outdoor Event Permit: \$250

Private Outdoor Event Permit: \$25

Special Event Permit: \$250

Temporary Structure Permit: \$50.00

Event Parking Fee: \$50

**Private Events requiring additional security or police presence: \$55.00/hour/officer*

OTHER FEES:

Street Light Banner Permit Application: \$35

Street Light Banner Permit Fee: \$200, for up to 20 banners. Each additional banner requested in the same application, \$10 each banner.

PARKS AND RECREATION

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FACILITY RENTAL FEES

Springdale Park Facilities rental:

(Rentable facilities include Ballfield and gazebo. Please see Park Use and Event Policy)

Rental fees for private, non-commercial events with fewer than 100 attendees:

	Local	Non-local
Public	No rental fee	No rental fee
Private	\$50.00	\$200.00

Private, non-commercial rental fee is for a 4-hour rental period.

Rental fees for large events or commercial events permitted as temporary uses, in addition to required Temporary Use Permit Fee:

	Local	Non-local
Public	No rental fee	No rental fee
Private	\$100.00	\$400.00
Commercial	\$200.00	\$800.00

Large events rental fee is charged on a per-day basis.

Damage Deposits:

\$150 for rentals of the Gazebo and small private rentals at the Ballfield.

\$1000 for temporary use permit rentals of the Ballfield

SECTION A. PARKING FEES

Rate for parking in a paid parking zone:

Zone A: First 2 hours \$1/hour, then \$20 for all day parking

Zone B: First 2 hours \$1/hour, then \$15 for all day parking

Zone C: First 2 hours \$1/hour, then \$12 for all day parking

Oversized vehicle parking on Lion Boulevard: First 2 hours \$2/hour, then \$24 for all day parking

Off-season parking rates: 50% of rates shown above (in effect December 1 to March 1)

Parking citation fees:

Violation of section 6-2-3: \$125.00, Late penalty: \$30.00

Violation of section 6-2-4: \$125.00, Late penalty: \$30.00

Violation of section 6-2-5: \$125.00, Late penalty: \$30.00

Violation of section 6-2-6: \$60.00, Late penalty: \$15.00

Violation of section 6-2-9: \$25.00, Late penalty: \$5.00

All other parking violations: \$60.00, Late penalty: \$15.00

SECTION B. ANIMAL RELATED

Dog Tags

Spayed/Neutered: \$5.00

Unspayed/unneutered: \$40.00

Dog Kennel License

Non-Commercial: \$50.00

Impound and Boarding Fees

Springdale animal impound and boarding are provided under a contract with La Verkin City. The following rates are the La Verkin City rates in effect as of 12/11/19 and are subject to change.

Impound fee:

First offense: \$25.00

Second offense: \$50.00

Third offense: \$75.00

Boarding fee: \$20/day. Boarding fee shall be applied for each day an animal is impounded.

Other Animals: Boarding fee for other animals shall be determined by the animal control officer at the time the animal is impounded.

Emergency Medical Care: Owner of impounded animal will reimburse actual costs of emergency medical care of impounded animals before animal may be redeemed from the pound.

SECTION A. WATER & SEWER IRRIGATION USE RATES

Water Use Rates

Application fee: \$25.00

- 1. Inspection fee: \$25.00 for new installations
- 2. Connected Services: There shall be a monthly base charge of \$17.78, plus billing of the water usage according to schedule A below.

Schedule A

Usage (Gallons)	Cost (per 1000 gallons)
0 – 5,000	\$5.41
5,001 – 10,000	\$7.61
10,001 – 25,000	\$9.46
25,001 – 50,000	\$10.93
Over 50,000	\$12.04

- 3. Unconnected and reserve connections: There shall be a monthly base charge of \$17.78.
- 4. Construction water: Water usage during the construction of any building, excavation or grading shall be billed using a flat rate equal to the highest rate in Schedule A above in addition to a monthly base charge of \$17.78. Construction water is any water used prior to the issuance of a Certificate of Occupancy and Zoning Compliance. Construction water may be made available through a meter installed on the property, a hydrant meter rental from the Town, or a hydrant meter provided by the contractor or other outside source. In any case, a water account must be established with the Town before construction water will be delivered.
- 5. Hydrant meter rental: \$2,000 refundable deposit.
- 6. Rental Deposit: Applications for water accounts at rental properties must pay a rental deposit of \$125. Deposit shall be refunded after the account is settled and closed.
- 7. Residential Fire Sprinkler Connections: When the Fire Marshall requires a residential structure to be equipped with fire sprinklers, the fire sprinkler system must have a dedicated and metered connection to the town’s culinary water system. The fire sprinkler connection may not be used for any purpose other than fire suppression. Fees for the water meter and connection to the town’s system are the responsibility of the property owner.

PUBLIC WORKS

Water Use Rates, continued

Fire sprinkler connections will not be charged a culinary water impact fee. Fire sprinkler connections will not be charged a monthly base charge if there is no use on the connection. If there is use on the connection due to legitimate operation of the fire sprinkler system, the connection will not be charged a monthly base charge or any use charges. If there is use on the connection for any purpose other than legitimate operation of the fire sprinkler system, the connection will be charged a monthly base charge for each month in which the unauthorized use occurred. The connection will also be charged use charges according to the highest rate in Schedule A above for all unauthorized use.

Sewer Use Rates

1. Application fee: \$25.00
2. Inspection fee: \$25.00 for new installations
3. Connected Services: There shall be a monthly base rate charge of \$14.03, plus a volume charge of \$.00383 per gallon (\$3.83 per 1000 gallons) of water used, as measured through the water meter, after 7,000 gallons.
4. Unconnected and reserve connections: There shall be a monthly base rate charge of \$14.03
5. National Park Service will be assessed at a proportionate share of the O&M costs per agreement, as determined by proportionate flow, (currently measured at 45 %,) to be billed as a monthly fee.
6. Rockville Accounts:
 - A. Connected Residential: Monthly rate of \$21.56.
 - B. Unconnected Residential: Monthly rate of \$14.03.
 - C. Bed and Breakfast Home Occupations: Assessed at a rate of 2.5 average family residential units, or a monthly rate of \$53.91 (\$21.56 x 2.5).
 - D. Other Home Occupations: Assessed a rate to be determined based on the highest use on their water meter for the months of December, January or February of the preceding year, per the Rockville Water System billing clerk.
 - E. Rockville Community Center: Assessed at a rate of 2.5 average family residential units, or a monthly rate of \$53.91 (\$21.56 x 2.5).
7. Canyon Springs Estates Subdivision Sewer Grinder Maintenance: In addition to the base and volume charges in 3 above, there shall be a monthly rate of \$20.29 for connected properties in the Canyon Springs Estates Subdivision. Rate shall increase by five percent (5%) annually each July per the following schedule. Rate shall be evaluated in 2025 to analyze and compare five-year fees and grinder maintenance costs.

Year	Rate
2021	20.29
2022	21.30
2023	22.37
2024	23.49
2025	24.66

Irrigation Use Rates

User fees shall apply only to town irrigation customers, not irrigation company shareholders. Application and inspection fee shall apply to all irrigation connections including irrigation company shareholders.

- 1. Application fee: \$25.00
- 2. Inspection fee: \$25.00 for new installations
- 3. User fee: User fees shall be assessed on a monthly basis by the Town of Springdale as set forth in Schedule B (below). Please note that all irrigation connections installed after 10/9/2019 are limited to a 1-inch connection (Ord. 2019-11)

Schedule B – Irrigation Use Rates

Valve Size	Annual Rate	Monthly Rate
1 Inch	\$254.00	\$21.17
1 ½ Inch	\$508.00	\$42.34
2 Inch	\$762.00	\$63.50
2 ½ Inch	1,016.00	\$84.67
3 Inch	\$1,270.00	\$105.83
3 ½ Inch	\$1,524.00	\$127.00
4 Inch	\$1,779.00	\$148.25

SECTION B. WATER & SEWER RATES ADJUSTMENTS

- 1. In order to obtain an adjustment to the water and sewer charges incurred in the event of an aboveground water leak on the property owner’s side of the meter, the following conditions must be met:
 - a. The Utility Superintendent, Town Manager or their designee must review and inspect the leak before any repair is made, or sufficient evidence must be provided to the Utility Superintendent, Town Manager or their designee to document the cause and nature of the leak.
 - b. The Utility Superintendent, Town Manager or their designee must determine that the leak resulted from a major failure of the water system such as a broken pipe or

- valve as opposed to a condition or situation that the property owner was or should have been aware of such as a tap or hose left running, running toilet, leaking taps, leaking swamp cooler, known and unrepaired leaks, irrigation usage, etc.
- c. The Utility Superintendent, Town Manager or their designee must see evidence of the repair of the leak.
 - d. The amount of water used on the utility bill (water used and water lost due to the leak) must be equal to or greater than twice the historical usage on the property for the same month in the previous year. If the property has had utility service for less than one year, the Town Manager and Town Treasurer shall estimate the usage based on the nearest month in the same season.
 - e. No adjustments shall be made for water used for irrigation purposes.

If the above conditions are met, the Utility Superintendent or Town Manager will instruct the Town Treasurer to make an adjustment to the utility account. The water and sewer rate will be adjusted according to paragraph 3 below. Rate adjustments will be applied only if the property owner is diligent in fixing the leak within three days of its detection. If diligence is not shown within three days, a Waste of Water penalty of \$50 per day will be assessed each following day until the Superintendent is satisfied the repair is completed, and additional penalties as outlined in Section 8.1.16.B may apply. Repair costs are the responsibility of the property owner.

2. In order to obtain an adjustment to the water and sewer charges incurred in the event of an underground water leak on the property owner's side of the meter, the following conditions must be met:
 - a. The Utility Superintendent, Town Manager or their designee must review and inspect the leak before any repair is made, or sufficient evidence must be provided to the Utility Superintendent, Town Manager or their designee to document the cause and nature of the leak.

SECTION B. WATER & SEWER RATES ADJUSTMENTS, CONT.

- b. The Utility Superintendent, Town Manager or their designee must determine that the leak resulted from a failure of the water system as opposed to a deliberate waste of water, a condition or situation that the property owner was or should have been aware of, or an aboveground leak as described in paragraph 1 above.
- c. The Utility Superintendent, Town Manager or their designee must see evidence of the repair of the leak.

If the above conditions are met, the Utility Superintendent or Town Manager will instruct the Town Treasurer to make an adjustment to the utility account. The water and sewer rate will be adjusted according to paragraph 3 below. Rate adjustments will be applied only if the property owner is diligent in fixing the leak within five days of its detection. If diligence is not shown within five days, a Waste of Water penalty of \$50 per day will be assessed each following day until the Utility Superintendent is satisfied the repair is completed, and additional penalties as outlined in Section 8.1.16.B may apply. Repair costs are the responsibility of the property owner.

3. Adjustments shall be based on the amount of the meter readings for the same month a year prior. The water user will pay the current rate for the amount of water and sewer as the prior year's reading plus $\frac{1}{2}$ of the current lowest usage rate for all additional water resulting from the leak. If the property has had utility service for less than one year, the Town Manager and Town Treasurer shall estimate the usage based on the nearest month in the same season.
4. In order to obtain an adjustment to the sewer charges incurred on the filling of a swimming pool, 1) the owner must provide sufficient proof to the Utility Superintendent that the pool doesn't drain to the sewer, and 2) the owner must contact the Utility Superintendent before filling the pool and when the pool is full, so the water used to fill the pool can be metered. The Utility Superintendent will provide the meter readings to the Town Treasurer. Only the amount of water used for filling the pool will be adjusted from the sewer fees; there will be no adjustment to the water charges. If this procedure is not followed, or if the pool is found to drain into the sewer system, there will be no adjustment to the sewer charges.

SECTION C. WATER LOSS

Loss of Water – Private Unmetered Fire Service Connections

Fire service connections or fire sprinkler connections are generally private unmetered connections to the Town’s culinary water system that provide support during fire emergencies. Due to line size, breaks or other failure in these lines has the potential to result in the loss of hundreds of thousands of gallons of treated culinary water.

When a break in a private, unmetered fire service connection or line results in the loss of water, the property owner responsible for the private fire sprinkler connection/line will be billed for the value of the water lost due to the break based on the cost to produce water, currently \$5.61 per 1000 gallons according to the Town Engineer.

Water loss will be estimated by the Town Public Works Department based on documented tank levels before and after the break or leak is reported.

SECTION D. OTHER

Residential Garbage and Recycling Collection

Residential garbage and recycling collection: \$18.58 effective February 1, 2022. Increases 2.5% annually.

Residential garbage collection without recycling: \$12.61 effective February 1, 2022. Increases 2.5% annually. *Only available to residential properties who opted out of residential recycling before Nov. 30, 2020*

Utility and Encroachment Permit Fees

Encroachment Permit Fee: \$250

Utility Permit Fee: \$150