



# Fee Schedule

FY 2026

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UTILITY SERVICES FEES			
MUNICIPAL CODE	DESCRIPTION	FEE	INFORMATION
<b>WATER RATES</b>			
§ 13-1-50	<b>\$37.59</b> monthly base fee, plus <b>\$8.75</b> per <b>1,000</b> gallons used. Additional water surcharges and plant investment fees will be assessed for accounts that exceed usage classification. All commercial and industrial water rates will be assessed on an individual basis at the time of permit issuance.		
§ 13-1-90	Finance Charge	3% per Month	
§ 13-1-90	Reconnect Fee	\$100.00	
§ 13-1-90	Red Tag Fee	\$30.00	
§ 13-1-90	Late Charge Fee	\$15.00	
§ 13-2-40	Hydrant Usage	\$18.00	Per 1000 Gal
§ 13-4-70	Hydrant Meter	\$3,500.00	Refundable Deposit
<b>WASTEWATER RATES</b>			
§ 13-1-50	<b>\$37.56</b> monthly base fee for the first <b>5,000</b> gallons, plus <b>\$4.17</b> per <b>1,000</b> gallons used after <b>5,000</b> gallons. The wastewater service year is based on the average monthly water usage used during December, January, and February. Each year, starting with the March sewer bill, monthly rates will reflect and be charged the three-month average each month until the next assessment year.		
§ 13-1-90	Finance Charge	3% per Month	
§ 13-1-90	Reconnect Fee	\$100.00	
§ 13-1-90	Red Tag Fee	\$30.00	
§ 13-1-90	Late Charge Fee	\$15.00	
<b>STORMWATER FEE</b>			
§ 13-1-50	<b>\$6.25</b> monthly stormwater fee collected on the Town of Severance's Utility Bill or by separate bill collectively provides for the operation and maintenance of the stormwater service. The stormwater system is the collection of pipes, ditches, detention ponds, and other conveyances that carry outdoor water runoff untreated into local waterways.		
§ 13-1-90	Finance Charge	3% per Month	
§ 13-1-90	Late Charge Fee	\$15.00	
<b>TRANSPORTATION UTILITY FEE</b>			
§ 13-1-50	<b>\$15.50</b> monthly transportation utility fee collected on the Town of Severance's Utility Bill or by separate bill collectively provides for the maintenance of the transportation network system.		
§ 13-1-90	Finance Charge	3% per Month	
§ 13-1-90	Late Charge Fee	\$15.00	

GENERAL FEES			
MUNICIPAL CODE	DESCRIPTION	FEE	INFORMATION
<b>LICENSES AND PERMITS</b>			
§ 6-1-50	Sales Tax License Fee	\$0.00	Due Annually on January 1st
§ 6-1-50	Business License Administrative Fee	\$25.00	Due Annually on January 1st
§ 6-6-80	Contractor License Fee	\$75.00	Due Every 3 Years on January 1st
§ 6-1-150	Solicitors/Salespersons Registration	\$500.00	Due Annually on January 1st
§ 6-1-150	Solicitors/Salespersons Background Check (In-State)	\$10.00	Per Employee
§ 6-1-150	Solicitors/Salespersons Background Check (Out-of-State)	\$20.00	Per Employee
	Special Event Permit	\$50.00	Full Street Closure Safety Signage and Barricades Provided
	Hunting Permit	\$150.00	
<b>COUNCIL CHAMBERS MEETING RENTAL RATES (HOA/METRO/NON-PROFIT)</b>			
	Deposit	\$200.00	Signed Contract and Insurance Provided
<b>STREET CUT AND ROW CONSTRUCTION</b>			
§ 11-2-10	Access Permit Fee	\$500.00	
§ 11-2-10	Major Excavation/Boring Permit Fee	\$1,000.00	Additional Deposit may be Required
	Permit Extension or Revision	\$50.00	Per Extension or Revision
<b>SINGLE TRIP AND ANNUAL TRANSPORT PERMITS</b>			
§ 12-2-110	Single Oversize Trip	\$15.00	Only Permitted Between Sunrise and Sunset
§ 12-2-110	Single Overweight Trip	\$15.00	Plus \$5.00 per Axle
§ 12-2-110	Annual Oversize Permit	\$400.00	Per Vehicle
§ 12-2-110	Annual Overweight Permit	\$250.00	Per Vehicle
§ 12-2-110	Annual Oversize/Overweight Permit	\$400.00	Per Vehicle
§ 12-2-110	Annual Fleet Permit	\$1,500.00	
	Oil and Gas Rig	\$1,000.00	Per Move
<b>OIL AND GAS ROAD ACCESS AND ROW PERMIT</b>			
§ 16-11-10	Drilling Road Access (Horizontal Well)	\$10,000.00	Per Well
§ 16-11-10	Drilling Road Access (Vertical Well)	\$3,500.00	Per Well
§ 16-11-10	Oil and Gas ROW Permit	\$1,000.00	Additional Deposit may be Required

<b>ANIMAL LICENSE</b>			
§ 7-6-30	Altered Dog or Cat (Spayed/Neutered)	\$15.00	3 Year License (Updated with Rabies Shot)
§ 7-6-30	Un-Altered Dog or Cat	\$20.00	3 Year License (Updated with Rabies Shot)
§ 7-6-50	Tag Replacement	\$4.00	
	Postage Fee for Mailing Tags	\$2.00	
§ 7-6-80	Impound Fee		Actual Cost + 20%
§ 7-6-120	Quarantine Fee		Actual Cost + 20%
<b>BACKYARD CHICKEN PERMIT</b>			
§ 7-6-210	Six (6) Hens	\$0.00	
<b>PUBLIC WORKS FEES</b>			
§ 7-3-30	Mowing/Trimming		Market Price + 20%
§ 7-3-30	Trash Cleaning		Market Price + 20%
§ 7-3-30	Street Sweeping		Market Price + 20%
§ 7-3-30	Road Grading		Market Price + 20%
§ 13-6-60	Backflow Testing		Market Price + 20%
§ 13-6-60	Town Reinspection Fee	\$100.00	Per Additional Inspection

**ADMINISTRATIVE SERVICES FEES**

<b>MUNICIPAL CODE</b>	<b>DESCRIPTION</b>	<b>FEE</b>	<b>INFORMATION</b>
<b>COPIER CHARGES</b>			
	8½ x 11	\$0.50	Per Page
	11 x 14	\$0.75	Per Page
	11 x 17	\$1.00	Per Page
	Plat		Actual Cost + 20%
	Municipal Code	\$100.00	
	Land Use Code	\$15.00	
	Budget	\$25.00	
	Comprehensive Plan	\$15.00	
<b>CREDIT CARD PROCESSING FEES</b>			
	Utility Bills		No Additional Charge
	Dog and Cat Tags		
	Court Fines		3% Service Fee
	Development Deposit		
	Building Permit Fees		
	Water Dedication (Cash in Lieu)		
	Returned Check or EFT	\$30.00	Plus Banking Fees
<b>CORA REQUEST</b>			
§ 5-1-290	CORA Request Research Fee	\$41.37	Per Hour AFTER the First Hour
§ 5-1-290	8½ x 11 Paper Copy	\$0.25	Per Page
§ 5-1-290	Digital Copies	\$5.00	Per 100 MB of Data Plus USB Drive Cost
<b>MISCELLANEOUS FEES</b>			
	Notary Service	\$0.00	Proof of Severance Residence
	Property Liens		Actual Cost (\$250.00 minimum)
	Sign Removal from Public ROW	\$25.00	Per Sign Disposal after 30 Days
<b>COURT FEES</b>			
Fee Schedule Set by Court Posted on Website - <a href="http://townofseverance.org">townofseverance.org</a> - and at Town Hall			

**POLICE DEPARTMENT FEES**

<b>MUNICIPAL CODE</b>	<b>DESCRIPTION</b>	<b>FEE</b>	<b>INFORMATION</b>
	<b>COPIER CHARGES</b>		
	8½ x 11	\$0.50	Per Page
	11 x 14	\$0.75	Per Page
	11 x 17	\$1.00	Per Page
	<b>RECORDS REQUEST</b>		
	Body Worn Camera Research and Redaction	\$55.00	Per Hour (1 Hour Minimum) Plus \$5.00 for Reports and \$0.25 per page
	Police Report Fee	\$5.00	
	Police Report Page Fee	\$0.25	
	Notarized Report Certification Letter	\$5.00	
	Digital and Video Copies	\$5.00	Per 100 MB of Data Plus USB Drive Cost
	Notary Service	<b>Free</b>	With Proof of Severance Residence
	<b>MISCELLANEOUS FEES</b>		
	VIN Verification	<b>Free</b>	With Proof of Severance Residence
	Sex Offender Initial Registration	\$75.00	
	Sex Offender Registration Renewal	\$25.00	

PLANNING FEES			
MUNICIPAL CODE	DESCRIPTION	FEE	INFORMATION
<b>DEVELOPMENT APPLICATION FEES</b>			
§ 16.17.110	Annexation	\$2,000.00	
§ 16.19.110	Site Plan		
	Minor Subdivision		
§ 16.18.040	Preliminary Plat		
§ 16.18.060	Final Plat		
§ 16.11.10	Review for Oil and Gas	\$1,000.00	
§ 16.15.020	Temporary Sign Permit	\$100.00	
§ 16.14.030	Request to Vacate	\$350.00	Easement, ROW, or Other Public Property
§ 16.21.010	Board of Adjustments	\$500.00	Per Application
§ 16.8.010	Zoning/Rezoning Application	\$500.00	
§ 16.10.040	Home Based Business Permit	\$25.00	
§ 16.7.010	Use by Special Review Application	\$500.00	
§ 16.18.060 (c)	Recording or Publication		Actual Cost + 20%
	Special Council Meeting Administrative Fee	\$125.00	Plus \$600 for Mayor and \$400 per Council Member
<b>DEVELOPMENT DEPOSITS AND FEES</b>			
	Applicant must sign Agreement for Payment of Land Use Application Fees. Applicant shall be billed at cost for all legal, engineering, and planning fees. Upon the depletion of funds below 10% of deposit, Applicant shall put forth another full deposit.		
§ 16.4.10 (f)	Major Development Deposit	\$10,000.00	Annexation, subdivision, development, or site plan review of residential, commercial, or industrial tracts of 5 acres or more.
§ 16.4.10(f)	Minor Development Deposit	\$5,000.00	Subdivision, development, or site plan review of residential, commercial, or industrial tracts of less than 5 acres.
§ 16.4.50	Administrative/Staff Review Fee	\$1,000.00	Lot mergers, Lot adjustments, etc. Not requiring Planning Commission Review nor Public Hearings
<b>BUILDING PERMIT FEES</b>			
§ 4-2-40	Use Tax		3% Tax Assessment on 60% of the Total Valuation of Improvement as Determined by SafeBuilt
	Administration Fee		Greater of 30% of the Total of the Inspection Fees or \$30.00
	Planning Review Fee		Greater of 15% of the Total of the Inspection Fees or \$30.00

<b>TOWN IMPACT FEES</b>			
<b>MUNICIPAL CODE</b>	<b>DESCRIPTION</b>	<b>FEE</b>	<b>INFORMATION</b>
<b>TRANSPORTATION IMPACT FEES</b>			
<b>RESIDENTIAL</b>			
§ 4-4-60	Single Family (per Unit)	\$6,075.00	
	Multifamily (per Unit)	\$2,757.00	
<b>NONRESIDENTIAL</b>			
§ 4-4-60	Industrial	\$1,670.00	Per 1000 ft <sup>2</sup>
	Commercial	\$12,105.00	
	Office and Other Service	\$5,372.00	
	Institutional	\$11,195.00	
	Solar Arrays	\$10.00	Per String
<b>PARK IMPACT FEES</b>			
<b>RESIDENTIAL</b>			
§ 4-4-60	Single Family (per Unit)	\$1,645.00	
	Multifamily (per Unit)	\$932.00	
	Tailholt Subdivision	70% Fee Based on Single Family (per Unit)	
<b>NONRESIDENTIAL</b>			
§ 4-4-60	Industrial	\$0.00	Per 1000 ft <sup>2</sup>
	Commercial	\$0.00	
	Office and Other Service	\$0.00	
	Institutional	\$0.00	
	Solar Arrays	\$0.00	Per String
<b>GENERAL GOVERNMENT IMPACT FEES</b>			
<b>RESIDENTIAL</b>			
§ 4-4-60	Single Family (per Unit)	\$2,611.00	
	Multifamily (per Unit)	\$1,526.00	
<b>NONRESIDENTIAL</b>			
§ 4-4-60	Industrial	\$0.00	Per 1000 ft <sup>2</sup>
	Commercial	\$0.00	
	Office and Other Service	\$0.00	
	Institutional	\$0.00	
	Solar Arrays	\$10.00	Per String
<b>POLICE IMPACT FEES</b>			
<b>RESIDENTIAL</b>			
§ 4-4-60	Single Family (per Unit)	\$749.00	
	Multifamily (per Unit)	\$438.00	
<b>NONRESIDENTIAL</b>			
§ 4-4-60	Industrial	\$784.00	Per 1000 ft <sup>2</sup>
	Commercial	\$5,680.00	
	Office and Other Service	\$2,520.00	
	Institutional	\$5,253.00	
	Solar Arrays	\$10.00	Per String

<b>UTILITIES IMPACT FEES</b>			
<b>MUNICIPAL CODE</b>	<b>DESCRIPTION</b>	<b>FEE</b>	<b>INFORMATION</b>
	<b>WATER</b>		
§ 4-4-60	Water (¾" Meter)	\$16,975.00	
	Water (1" Meter)	\$28,348.00	
	Water (1½" Meter)	\$56,527.00	
	Water (2" Meter)	\$90,476.00	
	Water (3" Meter and Above)	Varies Per Case Please Refer to Municipal Code	
	Raw Water Acquisition Fee (Cash-in-Lieu)	Current Market Price	
	<b>WASTEWATER</b>		
§ 4-4-60	Wastewater (¾" Meter)	\$14,796.00	
	Wastewater (1" Meter)	\$24,710.00	
	Wastewater (1½" Meter)	\$49,272.00	
	Wastewater (2" Meter)	\$78,865.00	
	Wastewater (3" Meter and Above)	Varies Per Case Please Refer to Municipal Code	

<b>DISTRICT IMPACT FEES</b>			
<b>MUNICIPAL CODE</b>	<b>DESCRIPTION</b>	<b>FEE</b>	<b>INFORMATION</b>
	<b>WELD RE-2</b>		
	Single Family Detached Unit	\$2,253.00	Fees Set by District.
	Single Family Attached Unit	\$1,149.00	
	Multi-Family Unit	\$612.00	
	<b>WELD RE-4</b>		
	Single Family Unit (Detached)	\$2,916.00	Fees Set by District.
	Single Family Unit (Attached)	\$1,213.00	
	Multi-Family Unit	\$1,304.00	
	Soaring Eagle Subdivision Unit	\$607.00	
	<b>WELD RE-9</b>		
	Single Family Unit	\$1,099.00	Fees Set by District.
	<b>WSFR</b>		
	Single Family	\$1,976.00	Fees Set by District.
	Multi-Family Unit	\$1,299.00	
	<b>BOXELDER</b>		
	Contact the Sanitation District for Impact Fee information.		

**LOCAL LIQUOR LICENSE FEES**

<b>MUNICIPAL CODE</b>	<b>DESCRIPTION</b>	<b>FEE</b>	<b>INFORMATION</b>	
	<b>NEW/TRANSFER APPLICATION FEES</b>			
§ 6-2-40	Application	\$1,000.00		
	Application with Concurrent Review	\$1,000.00		
	Transfer of Ownership/Location	\$750.00		
	Additional Liquor-Licensed Drugstore	\$1,000.00		
	Additional Liquor-Licensed Drugstore with Concurrent Review	\$1,200.00		
	Late Renewal	\$500.00	Not more than 90 days from the license expiration date may be assessed during state review.	
	Application Reissue Fine	\$25.00	Per day beyond the 90-day expiration date.	
	Annual Renewal Application	\$100.00		
	Annual Art Gallery	\$100.00		
	<b>RELATED FEES AND PERMITS</b>			
	Art	\$41.25		
	Beer & Wine	\$48.75		
	Brew Pub	\$75.00		
	Club	\$41.25		
	Distillery Pub	\$75.00		
	Hotel & Restaurant	\$75.00		
	- Hotel Restaurant with one Optional Premises	\$75.00		
	- Resort Complex	\$75.00		
	- Campus Liquor Complex	\$75.00		
	- Related Facility - Resort Complex	\$15.00		
	- Related Facility - Campus Liquor Complex	\$15.00		
	Entertainment Facility	\$75.00		
	Lodging Facility	\$75.00		
	Optional Premises	\$75.00		
	Retail Liquor Store	\$22.50		
	Tavern	\$75.00		
	Vintner's Restaurant	\$75.00		
	Fermented Malt Beverage and Wine	\$3.75		
	<b>LOCALLY ISSUED PERMITS</b>			
	Retail Establishment Permit (Art Gallery)	\$3.75		
	Special Event Permit			
	- Malt, Vinous, and Spiritous Liquor	\$100.00		
	- Fermented Malt Beverage	\$100.00		