

**TOWN OF SUPERIOR
RESOLUTION NO. R-73
SERIES 2023**

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF
SUPERIOR ADOPTING A REVISED FEE SCHEDULE FOR 2024**

WHEREAS, pursuant to Section 4-1-90 of the Superior Municipal Code, the fees charged by the Town must be approved by resolution of the Board of Trustees;

WHEREAS, the initial Fee Schedule for 2024 which was adopted October 23, 2023 requires to be updated; and

WHEREAS, the Town establishes such fees in a revised Fee Schedule.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE TOWN OF SUPERIOR, COLORADO:

Section 1. The Fee Schedule attached hereto is hereby approved and adopted.

Section 2. This Resolution shall be effective upon adoption, but the Fee Schedule adopted and approved herein shall take effect on January 1, 2024.

ADOPTED this 11th day of December, 2023.

ATTEST:


Lydia Yecke, Town Clerk




Mark Lacis, Mayor

Exhibit A - Town of Superior Fee Schedule – FINAL 2024 (12/11/23)

General/Miscellaneous			
Description	Fee		
Returned check/electronic fund transfer	\$25.00 per occurrence		
Business license	\$50.00		
Vendor Fee	3.33%, \$1,250 monthly cap		
Lodging	\$4.00/room/night		
Admissions	4.00%		
Sign permit application	\$300.00		
Liquor License	New	Transfer of Ownership or Change of Location	Renewal
Retail liquor store	\$1,000.00	\$750.00	\$100.00
Liquor-licensed drug store	\$1,000.00	\$750.00	\$100.00
Beer and wine	\$1,000.00	\$750.00	\$100.00
Fermented Malt Beverage	\$1,000.00	\$750.00	\$100.00
Hotel and restaurant	\$1,000.00	\$750.00	\$100.00
Tavern	\$1,000.00	\$750.00	\$100.00
Optional premises	\$1,000.00	\$750.00	\$100.00
Brew pub	\$1,000.00	\$750.00	\$100.00
Club	\$1,000.00	\$750.00	\$100.00
Arts	\$1,000.00	\$750.00	\$100.00
Bed and breakfast	\$1,000.00	\$750.00	\$100.00
Special event	\$100.00	N/A	N/A
Corporate/LLC Change (per person)	\$100.00		
Manager Registration (Tavern, H & R, Lodging & Entertainment and Campus Liquor Complex)	\$75.00		
Alcoholic beverage tasting	\$50.00		
Temporary permit	\$100.00 (transfer only)		
Application late renewal fee	\$500.00		
Peddlers and solicitors	\$60.00 (or actual costs, whichever is greater)		
Sexually oriented businesses	Application fee	\$500.00	
	Annual license	\$200.00	
	Annual manager's license	\$50.00	
Annual hauler license	\$100.00		
Monthly residential trash and recycling	\$14.92		
Monthly landscape maintenance	Type of Residence		Fee
	Single-family detached		\$35.41
	Condominium and each dwelling unit of a cooperative, planned community or duplex		\$29.52
	Apartment		\$23.61
Property Tax Lien Filing Fee	\$50.00		
Revocable sump pump tie-in permit, single family residential or townhouse	\$ 0.00		

Exhibit A - Town of Superior Fee Schedule – FINAL 2024 (12/11/23)

Sidewalk chase construction permit, single family residential or townhouse	\$ 0.00
---	---------

General/Miscellaneous Fees	
Description	Fee
Street obstruction permit	\$25.00
Open space access permit	\$25.00
Review of proposed service plan	\$5,000.00
Zoning Verification Letter	\$50.00
Review of proposed amendments to a service plan	\$2,500.00
Deposit for review of proposed service plan	\$5,000.00
Deposit for review of proposed amendment to service plan	\$3,000.00
Mobile vending permit	\$1.00

Exhibit A - Town of Superior Fee Schedule – FINAL 2024 (12/11/23)

Right of Way & Public Improvement Permit Fees		
Description	Fee	Unit
Base ROW Permit Fee	\$75.00	EA
Dry Utility		
Dry Utility (Directional Bore)	\$0.25	LF
Dry Utility (Open Trench)	\$0.75	LF
Dry Utility Appurtenances	\$5.00	EA
Pothole or Geo-tech Bore Hole Fee	\$10.00	EA
Sanitary Sewer		
Pipe	\$1.00	LF
Pipe with Underdrain	\$1.00	LF
Manholes	\$40.00	EA
Services	\$12.00	EA
Sanitary Sewer Connection Fee	\$75.00	EA
Water Mains		
Pipe	\$1.00	LF
Valves	\$5.00	EA
Fire Hydrants	\$15.00	EA
Blow Offs	\$5.00	EA
Services	\$12.00	EA
Water Connection Fee	\$75.00	EA
Meter Pit/Vault	\$15.00	EA
Reuse Water Mains		
Pipe	\$1.00	LF
Valves	\$5.00	EA
Blow Offs	\$5.00	EA
Services	\$12.00	EA
Reuse Connection Fee	\$75.00	EA
Meter Pit/Vault	\$15.00	EA
Storm Drainage		
Pipe	\$1.00	LF
Inlet/Outlet Structures	\$40.00	EA
Earth Channels	\$0.19	LF
Detention Water Quality Ponds	\$0.08	SY
Manholes	\$40.00	EA
Trickle Channel	\$0.25	LF
Concrete		
Sidewalks	\$0.25	LF
Curb and Gutter	\$0.25	LF
Drive Cuts	\$50.00	EA

Exhibit A - Town of Superior Fee Schedule – FINAL 2024 (12/11/23)

Crosspans	\$50.00	EA
Handicap Ramps	\$50.00	EA
Street Surface		
Base Prep	\$0.20	SY
Asphalt	\$0.20	SY
Concrete	\$0.20	SY
Pavers	\$0.20	SY
Edge Drains	\$0.10	LF
Minimum Inspection Fee	\$30.00	
Plan Review Fee	50% of Inspection Fee	
Minimum Plan Review Fee	\$20.00	
Reinspection Fee	\$100.00	EA
Saturday/Holiday/After Hours Inspection	\$150.00	HR
Other Applicable Fees		
<ol style="list-style-type: none"> 1. Work Started Without Permit (2x Sub Total Permit Fee) 2. Emergency/Expedited Permit (2x Sub Total Permit Fee) 3. Re-inspection fees will be \$100 per occurrence 4. \$150 per hour (2.5 hour minimum) for after-hours and weekend inspections. 5. Erosion control inspections shall be performed by the contractor. If adequate inspections have not occurred, the Town will perform the inspections at a cost to the contractor of \$80 per hour. 6. Plan Review Fee (50% of Permit Fee subtotal, due when plans are submitted). Initial Plan Review Fee based on estimated Permit Fees. If actual Permit Fees are materially different than estimated, Plan Review Fees may be adjusted to reflect this difference. 7. Permit Fees due when permit issued. 		
Stormwater Quality Permit Fees		
Description	Fee	Unit
Stormwater Quality Permit	\$75.00	EA
Other Applicable Fees		
1. Stormwater Quality Permit Fee in addition to the Stormwater Management Plan BMP Schedule		
Grading Permit Fees		
Description	Fee	
0 to 100 CY	\$ 25.00	
101 to 1,000 CY	\$25 + \$12/100	
1,001 to 10,000 CY	\$133 + \$11/1,000	
10,001 to 100,000 CY	\$232 + \$50/10,000	
100,001 CY and up	\$682 + \$26/10,000	

Exhibit A - Town of Superior Fee Schedule – FINAL 2024 (12/11/23)

Electrical Permit Fees	
Residential	
This fee (based on the enclosed living area only), includes construction of, or remodeling or addition to a single-family home, duplex, condominium or townhouse. If only changing or providing a service and not wiring any portion of the above, see next section for correct permit fee.	
Size	Fee
(a) Not more than 1,000 square feet	\$46.00
(b) 1,001 square feet and not more than 1,500 square feet	\$51.75
(c) 1,501 square feet and not more than 2,000 square feet	\$63.25
(d) Per 100 square feet in excess of 2,000 square feet	\$ 3.45
Other	
Including service hookups to modular homes and temporary construction meters, are computed on the dollar value of the electrical installation, including time and materials, whether provided by the contractor or the property owner, as follows:	
Valuation of Work (actual cost labor and materials)	Fee
(a) Not more than \$300.00	\$46.00
(b) \$301.00 but not more than \$2,000.00	\$51.75
(c) \$2,001.00 but not more than \$50,000.00	\$19.55 per thousand or fraction thereof
(d) \$50,001.00 but not more than \$500,000.00	\$18.40 per thousand or fraction thereof +\$57.50
(e) More than \$500,000.00	\$17.25 per thousand or fraction thereof + \$632.50
Mobile homes and travel trailer parks	
Per space	\$46.00
Re-inspections	\$51.75

Exhibit A - Town of Superior Fee Schedule – FINAL 2024 (12/11/23)

Building Permit Fees	
Total Valuation	Fee
\$0.00 to \$500.00	\$28.50
\$500.01 to \$2,000.00	\$28.50 for the first \$500.00 plus \$3.50 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,000.01 to \$25,000.00	\$81.00 for the first \$2,000.00 plus \$16.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,000.01 to \$50,000.00	\$449.00 for the first \$25,000.00 plus \$13.00 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,000.01 to \$100,000.00	\$774.00 for the first \$50,000.00 plus \$11.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,000.01 to \$500,000.00	\$1,324.00 for the first \$100,000.00 plus \$9.00 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,000.01 to \$1,000,000.00	\$4,924.00 for the first \$500,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,000.01 and up	\$8,424.00 for the first \$1,000,000.00 plus \$5.00 for each additional \$1,000.00 or fraction thereof
Other Inspections and Fees	
1. Inspections outside normal business hours	\$100.00 per hour ¹
2. Reinspection fees assessed	\$100.00 per hour ¹
3. Inspections for which no fee is specifically indicated (minimum charge – one-half hour)	\$100.00 per hour ¹
4. Additional plan review required by changes, additions or revisions to plans (minimum charge – one-half hour)	\$100.00 per hour ¹
5. For use of outside consultants for plan checking and inspections, or both	Actual costs ²
6. Plan Review Fee (65% of Permit Fee subtotal, due when plans are submitted). Initial Plan Review Fee based on estimated Permit Fees. If actual Permit Fees are materially different than estimated, Plan Review Fees may be adjusted to reflect this difference.	
7. Permit Fees due when permit issued.	

¹ Or the total hourly cost to the Town, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

² Actual costs include administrative and overhead costs.

Methane Gas Appliance and Equipment Fee	
Total Valuation	Fee
<\$500	\$50.00
\$500.01 to \$2,000.00	\$150.00
\$2,000.01 to \$5,000.00	\$250.00
>\$5,000	\$500.00

Note: This fee would be collected and used to support a rebate program for residential and commercial properties interested in switching from methane gas to all-electric appliances and equipment.

Exhibit A - Town of Superior Fee Schedule – FINAL 2024 (12/11/23)

Parks and Recreation Fees		
Description	Fee	
Sports Complex Fields	Resident	Non-Resident/Business
Baseball Field (per Field)	\$25/hr/field	\$60/hr/field
Williams and Downtown Superior Field- Full	\$50/hr	\$135/hr
Williams and Downtown Superior Field- ½ of Field	\$25/hr	\$70/hr
West Multipurpose Field	\$20/hr	\$60/hr
Founders Park T-Ball Field	\$20/hr	\$60/hr.
Drag & Line	\$30/field	\$30/field
Lights	\$20/hr	\$20/hr
Recognized Partnership Organization	\$15 per player, per season	\$15 per player, per season
Shelters (Gatherings of 150+ Require a Special Use Permit)	Resident	Non-Resident/Business
Community Park Shelter	\$15/hr	\$30/hr
Purple Park Shelter (West)	\$20/hr	\$60/hr
Purple Park Shelter (East)	\$40/hr	\$120/hr
South Pool Park & Shelter	\$15/hr	\$30/hr
Founders Park Shelter	\$40/hr	\$120/hr
Wildflower Park Shelter (East)	\$20/hr	\$60/hr
Wildflower Park Shelter (West)	\$40/hr	\$120/hr
Note: Shelters with gatherings between 50 – 100 will be charged an additional \$25/hr. Gatherings between 100 – 180 will be charged an additional \$50/hr.		
Parks & Courts	Resident	Non-Resident/Business
Purple Park Upper & Lower	\$15/hr	\$30/hr
Asti Park Picnic Area	\$15/hr	\$30/hr
Note: Purple Park and Asti Park with gatherings between 50 – 100 will be charged an additional \$25/hr. Gatherings between 100 – 150 will be charged an additional \$50/hr.		
Daytime Pool Rental 10-20 people	\$20/hr	N/A
Daytime Pool Rental 21-35 people	\$30/hr	N/A
Daytime Pool Rental 36-50 people	\$40/hr	N/A
Evening Pool Rental 1 – 35 people	\$100/hr	\$300/hr
Evening Pool Rental 36 – 50 people	\$120/hr	\$360/hr
Evening Pool Rental 51 – 65 people	\$140/hr	\$420/hr

Exhibit A - Town of Superior Fee Schedule – FINAL 2024 (12/11/23)

Evening Pool Rental 66 – 80 people	\$160/hr	\$480/hr
Off Season North Pool Rental	\$6,000 per month	\$6,000 per month
Other Facility Fees		
<ol style="list-style-type: none"> 1. Facility Rental Damage Deposit - \$200 (refundable) 2. Open Space Access Damage Deposit - \$1,000 (refundable) 3. Bicycle/road Race Administrative Fee - \$75 4. Facility rentals or gatherings over 150 people must be coordinated with Town staff, and may be subject to additional fees for janitorial and trash removal services. 		
Pool Guest Fees		
Infant (0-5 yrs.)	Free	
Child (6-17 yrs)	\$5.00	
Adult (18-59 yrs)	\$5.00	
Senior (60+)	\$5.00	
20 Punch Guest Pass	\$80.00 for 20 visits	
Activity/Program Fees	Resident	Nonresident
Other Program Fees		
<ol style="list-style-type: none"> 1. Booth Rental Fees: Booth Space - \$25 - \$300 Table & Chair rental - \$15/table, \$5/chair Tent rental - \$100 - \$1,500 Electrical Surcharge \$25 2. Special Event Entry - \$5 - \$50 3. Special Event Food Ticket - \$10 - \$50 4. Special Event Beverage Ticket - \$5 - \$50 5. Late Fee - \$10 - \$25 <p style="margin-left: 40px;">Fee ranges based on size of space and type of Special Event</p>		

Exhibit A - Town of Superior Fee Schedule – FINAL 2024 (12/11/23)

Parks and Recreation Fees		
Description	Fee	
Community Center Fees	Resident	Non-Resident/Business
Board Room	\$20/hr*	\$60/hr
Small Meeting Room	\$15/hr*	\$45/hr
Small Activity Room	\$30/hr*	\$90/hr
Large Activity Room	\$60/hr*	\$180/hr
Common Gathering #1	\$100/hr	\$300/hr.
Common Gathering #2	\$100/hr	\$300/hr
Patio	\$100/hr	\$300/hr
Entire Facility/Campus	\$400/hr	\$1,200/hr
*All fees for use of any of the four rooms in the Community Center by Town residents, resident businesses and resident organizations shall be waived, for up to two reservations per month; provided that any user that reserves a space and fails to appear will be charged for the fees set forth in the Fee Schedule.		

Fees & Charges Guiding Principles

Fees are estimated to cover out-of-pocket expenses for labor, equipment rental, or directly consumable goods and services

Fees are bench-marked with neighboring communities for a market comparison.

Non-Resident rates are configured at 300% of Resident rates

Gatherings that exceed the capacity of the shelter or park area are charge an additional fee to cover impact of larger groups on turf, parking, restrooms and other park amenities

Events that exceed 150 + people, that include sale or distribution of food, beverages, or alcohol to the public, or include live or amplified music must apply for a Special Use Permit through the Town Clerk (allow 30 - 90 days)

Exhibit A - Town of Superior Fee Schedule – FINAL 2024 (12/11/23)

Open Records Request Fees	
Description	Fee
Standard Page: Letter or Legal	\$0.25
11 x 17 Black & White – Oversized	\$0.50
8 ½ x 11 Color – Letter	Actual Costs*
8 ½ x 14 Color – Legal	Actual Costs*
24" x 36" Mylar – Black & White	Actual Costs*
Research Fee – Town Personnel	\$33.58 per hour (First 60 minutes of research time free)
* Actual Costs mean the time it takes a Staff person to prepare the necessary documents, the cost of the document, and mileage if necessary to go off site to make copies.	
Miscellaneous Fees	
Description	Fee
Postage/Mailing Fees	Actual Costs*
Town EV Charging Station	\$0.18/kWh plus and additional charge of \$25.00 after 4 hours if the vehicle has not been removed from the charger
Video tape or DVD	\$10.00 \$5.00 if applicant brings in tape or DVD
*Actual Costs mean the time it takes a Staff person to prepare the necessary documents, the cost of the document, and mileage if necessary to go off site to make copies. All copies are subject to Superior's sales tax	