

SCHEDULE
PROPOSED OR NEW INCREASED FEES
OCTOBER 2022

In accordance with A.R.S. §9-499.15, notice is hereby given that the Page City Council may adopt a resolution to impose new and/or increased fees as set forth in the Consolidated Fee Schedule and listed below. The Consolidated Fee Schedule will be published for a minimum of sixty (60) days prior to final approval or disapproval by the City Council.

INCREASES / NEW / DECREASE

AIRPORT

DECREASE

Reasoning: Return Check Fee – Moved to checks returned for insufficient funds and reduced to \$25.00 to remain consistent within all departments

BUILDING DEPARTMENT – MANUFACTURED HOME FEES

LICENSING FEES	Class	Description	New License	Renewal License
Manufacturer	M-9A	Factory-Built Buildings (FBBS)	\$864.00 \$1,125.00	\$432.00 \$563.00
	M-9C	Manufacturer of Manufactured Homes	\$864.00 \$1,125.00	\$432.00 \$563.00
	M-9E	Master, includes license scopes of M-9A & M-9C	\$1,385.00 2,000.00	\$679.00 \$1,000.00
Retailer/Dealer Broker	D8	Retailer of Mobile/MFG Homes	\$432.00 \$750.00	\$216.00 \$375.00
	D8-B	Broker Mobile/MFG Homes	\$432.00 \$562.00	\$216.00 \$281.00
	D-10	Retailer FBB	\$566.00 \$750.00	\$283.00 \$375.00
	D-12	Master, includes license scopes of D8, D8-B, and D10	\$864.00 \$1,500.00	\$432.00 \$750.00
Installers	I-10C	General Installer	\$432.00 \$750.00	\$213.00 \$375.00
	I-10D	Installer of attached accessory Structures	\$432.00 \$562.00	\$216.00 \$281.00
Sales Person	N/A	Employee/Agent of a licensed Retail/Dealer/Broker	\$206.00 \$270.00	\$103.00 \$135.00
PLAN FEES				
DESCRIPTION			FEE	
Standard Plan Review				

PROPOSED NEW OR INCREASED FEES – AUGUST 2022

Application Submittal and Plan Review	150.00	\$220.00	Includes up to 1 hour of plan review time
Plan Review – each additional hour	\$119.00	\$125.00	per hour
MOBILE HOME LANDLORD TENANT PETITION NEW			
DESCRIPTION			
Complaint	\$50.00		
A landlord or a tenant of a Mobile Home Park may file a complaint administratively through the Department to obtain a hearing at the Office of Administrative Hearings on alleged violations of the Arizona Mobile Home Landlord and Tenant Act.			
PERMIT FEES			
DESCRIPTION	STATE ISSUED PERMIT FEE		IGA FEE
Mobile/Manufactured Home	\$350.00	\$450.00	each Includes 3 inspections
FBB – Classroom NEW	\$2.25/LF	per story	Includes 3 Inspections \$4.50/LF per story
Rehabilitation – Mobile Home NEW	\$49.00	if income below Area Median Income (AMI); \$306.00 if income at or above AMI	Includes 2 inspections
INSPECTION FEES			
DESCRIPTION	FEE		
Manufacturer Facility	\$51.00	\$105.00	per HUD Label
Installation re-inspection or additional inspection not covered by permit (Mobile/Manufactured Home, FBB, Rehabilitation, and Special Use)	\$82.00	\$150.00	each
Other Manufacturer facility	\$82.00	\$105.00	per hour
CERTIFICATE (INSIGNIA) FEES			
DESCRIPTION	FEE		
Installation Certificate	\$40.00	\$15.00	each
ADMINISTRATIVE FUNCTION FEES			
DESCRIPTION	FEE		
Process returned check (different fee than fee schedule) Recommended on Adjusted Manufactured Home Fees to be \$50.00 Checks returned for insufficient funds are \$25.00 to remain consistent with all departments.	\$50.00	each	\$25.00 each
Copies (different fee than fee schedule)	.50	each	

Reasoning: Adjusted Manufactured Home Fees listed on the Consolidated Fee Schedule reflect the updates made by the State of Arizona Department of Housing Fee Schedule for 2023 Fiscal Year, Effective July 1, 2022 through June 30, 2023.

PLANNING & ZONING CODE FEES

Temporary Use Permit (TUP) **NEW** \$50.00 per year
(Must be renewed annually)

Reasoning: Researching processing and filling a Temporary Use Permit (TUP) Application typically takes two (2) hours of total staff time.

Limited Modification to Requirements **NEW** \$250.00

PROPOSED NEW OR INCREASED FEES – AUGUST 2022

Reasoning: The newly adopted Subdivision Regulations will add this new service for our residents and researching processing and filing the application will take approximately five (5) total hours of staff time.

Annexation NEW \$500.00

Reasoning: We do not currently have a fee established for this service and our newly adopted Subdivision Regulations add this new service for our residents and researching processing and filing the application will take approximately ten (10) total hours of staff time.

Printed copies of Plats, Maps or Plans larger than 11" X 17" NEW \$7.00

Reasoning: Currently there is not a fee established for this service and due to the rising costs of printer ink and paper a fee is needed to pay for those increases.

Reversion of Subdivided Land NEW \$250.00

Reasoning: The newly adopted Subdivision Regulations will add this new service for our residents and researching processing and filing the application will take approximately five (5) total hours of staff time.

Abandonment or Vacation of Public Right-of-Way NEW \$250.00

Reasoning: The newly adopted Subdivision Regulations will add this new service for our residents and researching, processing and filing the application will take approximately five (5) total hours of staff time.

Printed and Bound Copy of City General Plan NEW \$200.00

Reasoning: Currently there is not a fee established for this service even though it does cost labor and materials to produce this document.

Printed and Bound Copy of Zoning Codes NEW \$100.00

Reasoning: Currently there is not a fee established for this service even though it does cost labor and materials to produce this document.

Printed and Bound Copy of Subdivision Regulations NEW \$50.00

Reasoning: Currently there is not a fee established for this service even though it does cost labor and materials to produce this document.

Film Permit NEW \$25.00

Reasoning: Fee's for film permits are very common in the state of Arizona Federal Land and in other states/cities. Our fee would still be one of the lowest in the state.

INCREASE

Zoning Letter Fee \$30.00 to \$50.00 increase

Reasoning: Modern Zoning Letter requests now often have three to five pages of data to be filled out and returned compared to the singular pages of the past and costs are ever-increasing. These modern requests can often take up to two hours to fill in and submit.

DECREASE

Minor Subdivision or Lot Combination Fee \$200.00 to \$50.00 decrease

Reasoning: This is a reduction of the current fee. The newly adopted Subdivision Regulations allow this to now be approved administratively instead of via Committee so considerably less staff time is required to process and approve these cases.

INCREASES OR NEW FACILITY USE FEES

City Council to consider approving rental fee plus tax. Currently the tax for the rental fee is being backed out for a flat rental fee. All taxable fees on Consolidated Fee Schedule to be plus tax.

TOWNHOUSE	A	B	C
Rental Fee (up to 4 hours)	\$0.00	\$50.00 \$60.00	\$150.00

PROPOSED NEW OR INCREASED FEES – AUGUST 2022

Each Additional hour	\$0.00	\$10.00 \$15.00	\$10.00 \$15.00
Reasoning: The rate to rent the Townhouse, which currently includes tax, has not had an increase in many years. The time rented is usually on the honor system, as no one checks them in-or-out. Per the Public Works Department, it takes about two (2) hours to clean, which is over \$40.00 employee costs (salary and benefits). When the electricity, A/C, water, wear and tear on the facility, replacement costs of the tables/chairs are all taken into consideration, it operates on a loss.			

SPORTS COMPLEX	A	B	C
Sports Complex Parking Lot			
Damage/Cleaning deposit required	\$0.00 \$1,000.00	\$150.00 \$1,000.00	\$150.00 \$1,000.00
Reasoning: When/if damage occurs, it can be broken concrete curbing, damage to the parking lot surfacing, damage to signs or other high dollar costs.			

Vermillion Cliffs Corrals and Arena fees have been removed from the Consolidated Fee Schedule since the property is being managed by Rodeo 98, LLC.

LIBRARY FEES	
Late Fee for Library of Things NEW (This would include sports equipment, bicycles, baking pans, etc.)	\$5.00 per day
Reasoning: The higher dollar (non-book) items currently have no category of fees affixed to them. The Library Director would like to instigate these items at the same cost of the Wi-Fi Hot Spots and Laptop checkouts. Some of these items are in high demand, and so the timely return of them substantiates more use by other patrons. It also helps with the timelier returns when the cost is not \$0.25-\$1.00 per day late fee, but rather a higher amount that accumulates each day.	

Recreation registration fees have been removed from the Consolidated Fee Schedule and fees will be listed on a separate price sheet, per A.R.S. § 9-499-15 (F)(2) taxes or fees imposed that do not apply – fees for registration-based classes, programs or activities provided by the municipality

REPRODUCTION OF PUBLIC RECORDS & DUPLICATION OF DOCUMENTS	
Maps, Plats or Plans larger than 11"X 17" NEW	\$7.00 per sheet single sided
Reasoning: Currently there is not a fee established for this service and due to the rising costs of printer ink and paper a fee is needed to pay for those increases.	
Facsimile Outgoing	\$1.00 per page, not to exceed \$10.00 per document in U.S.
Reasoning: Currently, the Library honors the same prices that are listed under the category. The issue is that most individuals who come into the library for help may have 15-20 pages that need to be faxed to a phone line or scanned to an email address. The mission of the library is to serve the public, and it is heartbreaking when someone cannot pay this fee. The library sees a lot of individuals who are trying to scan and email multiple resumes and job applications, or medical records that must be faxed.	
Scanning	\$1.00, not to exceed \$10.00 per document in U.S.
Reasoning: Currently, the Library honors the same prices that are listed under the category. The issue is that most individuals who come into the library for help may have 15-20 pages that need to be faxed to a phone line or scanned to an email address. The mission of the library is to serve the public, and it is heartbreaking when someone cannot pay this fee. The library sees a lot of individuals who are trying to scan and email multiple resumes and job applications, or medical records that must be faxed.	

INCREASE

Special Event Permit Application Fee (Non-refundable) ~~\$25.00~~ \$50.00
 Reasoning: Increase for Staff and additional expenses for utilities and garbage pickup.

PROPOSED NEW OR INCREASED FEES – AUGUST 2022

NEW FEE

Mobile Stage Use		
Rental	(Delivery, Setup, and Pickup)	\$250.00 per day
Lighting for stage	(Setup & Installation)	\$150.00 per day
Deposit		\$500.00

Reasoning: This is a new fee for use of the stage and the lighting. The use fee includes delivery, setup and pick up, and the lighting fee is for staff to put up the high-tech lights for evening events. The delivery, setup for stage and lights, along with pickup require several hours of staff time and city equipment.

POLICE DEPARTMENT

Police Department Reports and Associated Records (Added fee for pages 11 – over 100 pages	
Expedited Fee, applicable only if report is available NEW	\$15.00
10 pages or less	\$10.00
11 to 20 pages	\$12.00
21 to 30 pages	\$15.00
31 to 50 pages	\$25.00
51 to 100 pages	\$35.00
Per page over 100 pages	\$0.15

Licensing fees for dogs	
Penalty	\$5.00
Impoundment fee per animal	\$25.00 + \$3.00 care fee per day
Impoundment fee per animal – other than dogs	\$25.00 + 3.00 care fee per day

NEW FEE

Reasoning: Expedited Fee to use when there is a request to expedite a report, providing that the report is available to be expedited and not still being prepared by the officer.

DELETE FEE

Reasoning: Remove fees for additional pages. The report fee is a flat \$10.00. Remove statement to officer courtesy, electronic copies. The fee for all reports is \$10.00.

DELETE FEE

Reasoning: Penalty fee for dog license, and impoundment and care per day fee. If there is a penalty for a dog license some people will not renew the dog license, and if there is an impound and care per day fee, people will not pick up their animal and the animal will be left as abandoned.

Page Fire Department Records and Associated Records	
10 pages or less— REPORTS	\$10.00
EXPEDITED FEE, APPLICABLE ONLY IF REPORT IS AVAILABLE	\$15.00 NEW
11 to 20 pages	\$12.00
21 to 30 pages	\$15.00
31 to 50 pages	\$25.00
51 to 100 pages	\$35.00
Per page over 100 pages	\$00.15

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DELETE FEE

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REMOVED

+ tax has been removed. Taxes will be charged per the Page Tax Rates and not listed on the Consolidated Fee Schedule