



Resolution

NO. 2306

OFFICE OF THE
MAYOR
CITY OF SAN LUIS

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF SAN LUIS, ARIZONA, AMENDING AND ADOPTING VARIOUS FEES FOR PERMIT AND APPLICATIONS RELATED TO DEVELOPMENT SERVICES AND PUBLIC WORKS DEPARTMENTS.

WHEREAS, the current permits and application fees for Development Services and Public Works Departments have not been updated to reflect current operations and costs; and

WHEREAS, in accordance with A.R.S §9-499.15, a notice of proposed new or increased fees related to permits and applications for Development Services and Public Works Departments was posted on the City's website for at least sixty (60) days.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the City of San Luis, Arizona, as follows:

SECTION 1. The recitals above are hereby incorporated as if fully set forth herein.

SECTION 2. The fees for permits and applications related to Development Services and Public Works Departments in any prior resolution or ordinance are hereby superseded and repealed as of the effective date of the fees adopted by this resolution, all other current rates and charges adopted by prior resolution or ordinance remaining in full force and effect.

SECTION 3. The new City of San Luis fees for permits and applications related to Development Services and Public Works Departments are hereby adopted and shall be charged in accordance with the new Fee Schedule, attached hereto as Exhibit A and incorporated herein by reference.

SECTION 4. The fees adopted by this resolution shall take effect as of June 21, 2024.

SECTION 5. The fees for the Development Services Department shall be updated as follows: Building Safety Division fees shall be updated at the beginning of the fiscal year, Building Valuation shall be based on the 'Building Valuation Data' provided by the International Code Council (ICC) in 'Building Safety Magazine' published in February of the same year. Planning and Zoning Division fees shall have an annual increase each

subsequent July 1 based on the previous year's West B/C Consumer Price Index for Urban Communities (CPI-U).

SECTION 6. Beginning January 1, 2025, and on January 1 of each year, the Public Works fee schedule will be adjusted upwards by two percent (2.0%).

SECTION 7. The Mayor, the City Manager, the City Clerk, and City Attorney are hereby authorized and directed to take all steps necessary to carry out the purpose and intent of this resolution.

PASSED AND ADOPTED by the Mayor and City Council of the City of San Luis, Arizona, this _____ day of _____ 2024.

Nieves Riedel, Mayor

ATTEST:

APPROVED AS TO FORM:

Sonia Cornelio, City Clerk

Kay Marion Macuil, City Attorney

**DEVELOPMENT SERVICES DEPARTMENT
PLANNING AND ZONING DIVISION**

*AN ANNUAL INCREASE IN THE FEES IS TO BE DONE EACH SUBSEQUENT JULY 1 BASED ON THE PREVIOUS YEAR WEST B/C CONSUMER PRICE INDEX FOR URBAN COMMUNITIES (CPI-U).

GENERAL PLAN

<i>Description</i>	<i>Fee</i>
Minor Amendment (Map)	\$800 + \$100 per acre
Major Amendment (Map)	\$900 + \$100 per acre
Major Amendment (Text)	\$800 per Chapter

ZONING

<i>Description</i>	<i>Fee</i>
Residential	\$800 first acre + \$100 add. acre
Commercial/Industrial	\$700 first acre + \$40 add. acre
Rezoning following Annexation within 6 months of annexation	No Charge within the first 6 months. After that regular fees apply.
Appeal of Zoning Interpretation	\$400
Reversion of rezoning due to inaction or non-compliance with conditions	\$200
Zoning Text Amendment	\$800 per chapter

CONDITIONAL USE PERMIT

<i>Description</i>	<i>Fee</i>
Residential	\$600
Commercial/Industrial	\$1,000
Request for continuation of Public Hearing by applicant (fees are cumulative)	10% of original fee (0 - 90 days) 50% of original fee (91 - 365 days)
Requests for continuation of completion or compliance deadline	10% of original fee (0 - 90 days) 50% of original fee (91 - 365 days)

VARIANCE

<i>Description</i>	<i>Fee</i>
Residential	\$600
Commercial/Industrial	\$800
Appeal of Ordinance Interpretation or Minor Variance	\$263 plus \$25 for each additional item
Minor Variance (Residential)	50% of Variance fee plus \$10 for each additional item
Minor Variance (Non-Residential)	50% of Variance fee plus \$10 for each additional item

TEMPORARY USE PERMITS

<i>Description</i>	<i>Fee</i>
Temporary Use Permit (Residential)	\$200
Temporary Use Permit (Non-Residential)	\$300
Appeal of Temporary Use denials and revocations - Residential	\$100
Appeal of Temporary Use denials and revocations - Commercial/Industrial	\$200

SUBDIVISION REVIEW

<i>Description</i>	<i>Fee</i>
Preliminary Plat	\$1400 + \$12 per lot or tract
Final Plat	\$700 + \$12 per lot or tract
Lot Split / Lot Tie - Single Family	\$400
Lot Split / Lot Tie - Multi-Family or Non- residential	\$400
Minor Lot Division	\$300
Amendment to Approved Lot Tie/ Lot Split / Minor Land Division	\$300
Subdivision Text Amendment	\$800 per chapter
Appeal of Subdivision Interpretation	\$500
Reversion (abandonment) of Recorded Plat	No Charge
Amendment to Approved Plat (Replat)	\$1200
Right-of-way abandonment	\$500

MISC. APPLICATIONS & FEES

<i>Description</i>	<i>Fee</i>
Street Name Change	\$1200 + cost of replacing street signs
Continuation Public Hearings (applicant's request)	10% of original fee (0 - 90 days) 50% of original fee (91 - 365 days)
Certificate or Written Verification of Zoning	\$100
Written Administrative Decision or Planning Director Interpretation	No Charge

DOCUMENTS	
<i>Description</i>	<i>Fee</i>
Zoning Ordinance (paper)	\$75
General Plan (paper)	\$100
Subdivision Ordinance (paper)	\$50
Addressing Policy (paper)	\$25
PZ Agenda Subscription (e-mail) (annual fee)	No charge
MAPS	
<i>Description</i>	<i>Fee</i>
Pricing on a per square foot model	\$2.50 per square foot
GIS SERVICES	
<i>Description</i>	<i>Fee</i>
Custom map or graphic	\$50 per hour (1 hour minimum)
There is No Charge for any map, graphic, or aerial sent by e-mail	
Recording Fees are paid by the applicant. Fees are set by the Yuma County Recorder.	
When Consultants are needed, the applicant is responsible for covering the actual cost.	

**DEVELOPMENT SERVICES DEPARTMENT
BUILDING SAFETY DIVISION**

*AT THE BEGINNING OF THE FISCAL YEAR, BUILDING VALUATION SHALL BE BASED ON THE "BUILDING VALUATION DATA" PROVIDED BY THE INTERNATIONAL CODE COUNCIL (ICC) IN "BUILDING SAFETY MAGAZINE" PUBLISHED IN FEBRUARY OF THE SAME YEAR.

WHEN FEES ARE PAID

When plan review is required for new construction, a plan check fee must be paid at the time of application submittal. Building permit fees must be paid prior to the issuance of a building permit. Re-inspection fees, when assessed, must be paid prior to any further inspections on that project.

FEE SCHEDULE FOR IBC, IRC, IEBC, IPMC

<i>Description</i>	<i>Fee</i>
Plan Check Fee (Commercial) (NOTE: paid at the time of application submittal)	65% of Building Permit Fee
Plan Check Fee (Residential) (NOTE: paid at the time of application submittal)	65% of Building Permit Fee
Deposit for RES Plan Check involving remodeling or additions (NOTE: the deposit is credited toward the Plan Check fee when the Building Permit is purchased.)	\$100
MH Permit Fee - Pit Set	State of AZ
MH Permit Fee - Ground Set	State of AZ
Fire Sprinkler Permits	\$3.92 per square fee
Demolition Permits	\$50
Performing work without approved and valid Permit(s)	Double Original Permit Fee
Replace or reissue Building Card	\$80
Change subcontractor	\$50
Reissue Certificate of Occupancy	\$100
Penalty for not having the Building Card on-site during all phases of construction	\$80
Plan Certification for financial institution (Commercial) (NOTE: if unaltered Plan is later used for construction, Plan Check Fee is waived for that Building Permit)	65% of Building Permit Fee
Plan Certification for financial institution (Residential) (NOTE: if unaltered Plan is later used for construction, Plan Check Fee is waived for that Building Permit)	65% of Building Permit Fee
Special Inspections (outside of normal business hours/per hour with a 2-hour minimum)	\$100 per hour
Re-inspections not covered by original Permit Fee (per house with 1/2-hour minimum)	\$100 per hour
Investigation Fee (Stop Work Order)	\$100
Additional plan review required by changes, additions or revisions to plans (per hour with a 1/2-hour minimum) (NOTE: Original Permit includes up to 3 resubmittals without charge)	\$100 per hour
For use of outside consultant for plan checking, inspections, or both	Actual costs
Inspection Fees for which no fees are specifically indicated. (per hour with 1/2-hour minimum)	\$100 per hour
Description	Fee
Issuance of each mechanical permit (Residential)	\$100

Issuance of each mechanical permit (Commercial)	\$100
each supplemental permit when original permit has not expired, cancelled, or finalized	\$50
installation or relocation of each force-air or gravity-type furnace or burner including ducts and vents attached to such appliance, up to and including 100,000 Btu/h (29.3 kW)	\$45
installation or relocation of each force-air or gravity-type furnace or burner including ducts and vents attached to such appliance, over 100,000 Btu/h (29.3 kW)	\$45
installation or relocation of each floor furnace, including vent	\$45
installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit heater	\$45
installation, relocation, or replacement of each appliance vent installed and not included in an appliance permit	\$15
repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling absorption, or evaporative cooling system, including installation of controls regulated by the Mechanical Code	\$25
installation or relocation of each boiler compressor to an including 3 horsepower (10.6 kW), or each absorption system to and including 100,000 Btu/h (29.3 kW) Up to 3 ton A.C., up to 1200 of dwelling	\$45
installation or relocation of each boiler compressor over 3 horsepower (10.6 kW), to an including 15 horsepower (52.7 kW), or each absorption system to and including 500,000 Btu/h (146.6 kW) Over 3 ton A.C., up to 1200 of dwelling	\$60
installation or relocation of each boiler compressor over 15 horsepower (52.7 kW), to an including 30 horsepower (105.5 kW), or each absorption system to and including 500,000 Btu/h (146.6 kW) to an including 1,000,000 Btu/h (293.1 kW)	\$70
installation or relocation of each boiler compressor over 30 horsepower (105.5 kW), to an including 50 horsepower (176 kW), or each absorption system over 1,000,000 Btu/h (293.1 kW) to an including 1,750,000 Btu/h (512.9 kW)	\$100
installation or relocation of each boiler compressor over 50 horsepower (176 kW), or each absorption system over 1,750,000 Btu/h (512.9 kW)	\$150
each air-handling unit to and including 10,000 cubic feet per minute (cfm) (4719 L/s), including ducts attached thereto (NOTE: This fee does not apply to an air-handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code.)	\$30
each air-handling unit over 10,000 cfm (4719 L/s)	\$30
each evaporative cooler other than portable type	\$20
each ventilation fan connected to a single duct	\$15
each ventilation system which is not a portion of any heating or air-conditioning system authorized by a permit	\$20

installation or relocation of each domestic-type incinerator	\$30
installation or relocation of each commercial or industrial-type incinerator	\$30
each appliance or piece of equipment regulated by the Mechanical Code but not classed in other appliances categories or for which no other fee is listed in the table	\$30
Permits, Fees, and Inspection Fees	
The Fee for all Permits includes the Plan Check (including up to 3 resubmittals) and 2 inspections per phase	
Performing work without approved and valid Permit(s)	Double Original Permit Fee
Replace or reissue Building Card	\$80
Change subcontractor	\$50
Penalty for not having the Building Card on-site during all phases of construction	\$80
Special Inspections (outside of normal business hours/per hour with a 2-hour minimum)	\$100 per hour
Re-inspections not covered by original Permit Fee (per house with 1/2-hour minimum)	\$100 per hour
Investigation Fee (Stop Work Order)	\$100
Additional plan review required by changes, additions or revisions to plans (per hour with a 1/2-hour minimum) (NOTE: Original Permit includes up to 3 resubmittals without charge)	\$100 per hour
For use of outside consultant for plan checking, inspections, or both	Actual costs
Inspection Fees for which no fees are specifically indicated. (per hour with 1/2-hour minimum)	\$100 per hour
PLUMBING CODE FEES	
Description	Fee
Issuance of each plumbing permit (Residential)	\$100
Issuance of each plumbing permit (Commercial)	\$100
each supplemental permit when original permit has not expired, cancelled, or finalized	\$20
The following fees are in addition to the Permit Fee	
For each plumbing fixture or trap or set of fixtures on one trap (including water, drainage piping, and backflow protection thereof)	\$15
Rainwater systems-per drain (inside building)	\$15
For each Cesspool (where permitted)	\$50
For each private sewage disposal system	\$100
For each water heater and/or vent	\$15
For each gas-piping system, 1-5 outlets	\$20
For each additional gas piping system outlet	\$5
For each industrial waste pretreatment interceptor including its trap and vent, including kitchen-type grease interceptors functioning as fixture traps	\$20

For each installation, alteration, or repair of water piping and/or water treating equipment, each	\$15
For each repair or alteration of drainage or vent piping, each fixture	\$15
For each lawn sprinkler system on any one meter including backflow protection devices therefore	\$15
For atmospheric-type vacuum breakers:	
1-5 breakers	\$10
6 or more, each breaker	\$2
2 inches (51 mm) diameter and smaller	\$15
over 2 inches (51 mm) diameter	\$30
Permits, Fees, and Inspection Fees	
The Fee for all Permits includes the Plan Check (including up to 3 resubmittals) and 2 inspections per phase	
Performing work without approved and valid Permit(s)	Double Original Permit Fee
Replace or reissue Building Card	\$80
Change subcontractor	\$50
Penalty for not having the Building Card on-site during all phases of construction	\$80
Special Inspections (outside of normal business hours/per hour with a 2-hour minimum)	\$100 per hour
Re-inspections not covered by original Permit Fee (per house with 1/2-hour minimum)	\$100 per hour
Investigation Fee (Stop Work Order)	\$100
Additional plan review required by changes, additions or revisions to plans (per hour with a 1/2-hour minimum) (NOTE: Original Permit includes up to 3 resubmittals without charge)	\$100 per hour
For use of outside consultant for plan checking, inspections, or both	Actual costs
Inspection Fees for which no fees are specifically indicated. (per hour with 1/2-hour minimum)	\$100 per hour
ELECTRICAL CODE FEES	
Description	Fee
Issuance of each electrical permit (Residential)	\$100
Issuance of each electrical permit (Commercial)	\$100
each supplemental permit when original permit has not expired, cancelled, or finalized	\$20
The following fees are in addition to the Permit Fee	
Each service entrance panel up to and including 200 amps	\$40
Each service entrance panel up to and including 800 amps	\$80
Each service entrance panel over 800 amps	\$100
Each temporary construction service	\$30
Each feeder circuit	\$8

Each branch circuit	\$5
Each electrical pedestal for a MH lot or space	\$100
<i>(NEW) Solar Photovoltaic System Permit Fees:</i>	
Installation rated from 0 to 10 kW	\$150
Installation rated above 10 kW	\$350
<i>Permits, Fees, and Inspection Fees</i>	
<i>The Fee for all Permits includes the Plan Check (including up to 3 resubmittals) and 2 inspections per phase</i>	
Performing work without approved and valid Permit(s)	Double Original Permit Fee
Replace or reissue Building Card	\$80
Change subcontractor	\$50
Penalty for not having the Building Card on-site during all phases of construction	\$80
Special Inspections (outside of normal business hours/per hour with a 2-hour minimum)	\$100 per hour
Re-inspections not covered by original Permit Fee (per house with 1/2-hour minimum)	\$100 per hour
Investigation Fee (Stop Work Order)	\$100
Additional plan review required by changes, additions or revisions to plans (per hour with a 1/2-hour minimum) (NOTE: Original Permit includes up to 3 resubmittals without charge)	\$100 per hour
For use of outside consultant for plan checking, inspections, or both	Actual costs
Inspection Fees for which no fees are specifically indicated. (per hour with 1/2-hour minimum)	\$100 per hour
FIRE CODE FEES	
<i>Description</i>	<i>Fee</i>
Carnivals & Fairs - Permit to conduct the event	\$50
Display Fireworks - For possession, transportation, storage, manufacture, sale, handling, and discharge of display fireworks within the jurisdiction.	\$50
Tents, canopies, and membrane structures (permanent) - For construction, location, erection, or placement	\$50
Day Care (commercial) - Fire Inspections mandated by State for licensing (per inspection)	\$50
Adult Day Care (commercial) - Fire Inspections mandated by State for licensing (per inspection)	\$50
Other - Fire Inspections mandated by State of licensing (per inspection)	
<i>Permits and Inspections are required for the following categories but there is no fee charged by the City of San Luis Fire Department at this time.</i>	
Special outdoor events, carnivals, and fairs - For location and operation of special outdoor events, carnivals, and fairs.	\$0
Tents, canopies, and membrane structures (Temporary) - To erect or operate an air-supported temporary membrane structure or tent having an area in excess of	\$0

200 sq. ft. or a canopy in excess of 400 sq. ft. (Exceptions: used exclusively for camping.)	
Day Care (home based) - Fire Inspections mandated by State for licensing (per inspection)	\$0
Cutting and Welding operations	\$0
Exhibit and trade shows	\$0
Explosives or blasting	\$0
Fuel Tank installation or removal	\$0
LPG installation (less than 500 gallons)	\$0
Open Burning (NOTE: Also requires permit from ADEQ through Rural Metro)	\$0
Pyrotechnics before a proximate audience	\$0
Torch applied roofing operations	\$0
Fire Sprinkler alterations - 1-25 heads (over the counter permit)	\$0
Fire Sprinkler alterations - 26-50 heads (for each additional device over 50, there shall be a \$1.00 charge)	\$0
Fire Alarm - 1-10 devices (over the counter permit)	\$0
Fire Alarm - 11-25 devices	\$0
Fire Alarm - 26-50 devices (for each additional device over 50, there shall be a \$1.00 charge)	\$0
Permits, Fees, and Inspection Fees	
<i>The Fee for all Permits includes the Plan Check (including up to 3 resubmittals) and 2 inspections per phase</i>	
Performing work without approved and valid Permit(s)	Double Original Permit Fee
Re-inspections not covered by original Permit Fee (per hour with a 1/2-hour minimum)	\$100 per hour
Additional plan review required by changes, additions, or revisions to plans (per hour with a 1/2-hour minimum) (NOTE: Original Permit includes up to 3 resubmittals without charge)	\$100 per hour
For use of outside consultant for plan checking, inspections, or both	Actual costs
Inspection Fees for which no fees are specifically indicated. (per hour with a 1/2-hour minimum)	\$100 per hour
Special Services - Hourly fee with 1/2-hour minimum. For example: review for use of alternate methods, consultation, fire watch, and stand-by service, and hydrant flow testing.	\$100 per hour

SCHEDULE OF BUILDING PERMIT FEES
BUILDING VALUATION DATA

*AT THE BEGINNING OF THE FISCAL YEAR, BUILDING VALUATION SHALL BE BASED ON THE "BUILDING VALUATION DATA" PROVIDED BY THE INTERNATIONAL CODE COUNCIL (ICC) IN "BUILDING SAFETY MAGAZINE" PUBLISHED IN FEBRUARY OF THE SAME YEAR.

Total Valuation	Fee
\$1 to \$500	\$50
\$501 to \$2,000	\$50.00 for the first \$500 plus \$4 for each additional \$100, or fraction thereof, to and including \$2,000
\$2,001 to \$25,000	\$80.00 for the first \$2,000 plus \$16 for each additional \$1,000, or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$450.00 for the first \$25,000 plus \$12 for each additional \$1,000, or fraction thereof, to and including \$50,000
\$50,001 to \$100,000	\$740.00 for the first \$50,000 plus \$8 for each additional \$1,000, or fraction thereof, to and including \$100,000
\$100,001 to \$500,000	\$1,140.00 for the first \$100,000 plus \$6 for each additional \$1,000, or fraction thereof, to and including \$500,000
\$500,001 to \$1,000,000	\$3,720.00 for the first \$500,000 plus \$6 for each additional \$1,000, or fraction thereof, to and including \$1,000,000
\$1,000,001 and up	\$6,450.00 for the first \$1,000,000 plus \$4 for each additional \$1,000, or fraction thereof

**PUBLIC WORKS DEPARTMENT
ENGINEERING DIVISION**

*BEGINNING JANUARY 1, 2025, AND ON JANUARY 1 OF EACH YEAR THE PUBLIC WORKS FEE SCHEDULE WILL BE ADJUSTED UPWARDS OF TWO PERCENT (2.0%).

ENCROACHMENT PERMIT FEES

<i>Description</i>	<i>Fee</i>
Annual Utility Maintenance Permit	\$170.00
Single Family Residential Permit	\$26.00
Multi-Family Residential and all other permits	\$68.00

PUBLIC INFRASTRUCTURE OVERSIGHT FEES

<i>Description</i>	<i>Fee</i>
1-25 Lots	\$130.00
26-60 Lots	\$102.00
61 + Lots	\$78.00
All after the fact permits	\$ Double the normal fee

These fees will be collected prior to recordation of the subdivision plat or construction of the subdivision, whichever occurs first.

The Public Infrastructure Oversight Fees cover the following services:

1. Review and Approval of Materials Submittals
2. Oversight of Utilities (water/sewer) Construction
3. Inspection of Stormwater Drainage Facilities Construction Inspection of Street Construction (Streets, Curb, Gutter, Sidewalks, Pathways)
4. Inspection of Non-Water/Sewer Utilities in the Public Right-of-Way

The Public Infrastructure Oversight Fees do not cover the following services:

1. ADEQ Water & Sewer Related Requirements
2. Surveying and Construction Staking Landscape Inspection
3. Inspection of Non-Water/Sewer Utilities in the Public Utility Easements
4. Meter/Service Connection for Water and Sewer
5. Inspection of Private Fire Suppression Underground Lines