

# TOWN OF QUARTZSITE



## SCHEDULE OF FEES – RATES

2024

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# LIST OF FEE SCHEDULES

The fees described in these sections shall be collected prior to receipt of the information described or prior to the search requested.

## SCHEDULE 1 – ADMINISTRATION

### SECTION 1-1 Fee Collection

- A. Initiative Arguments A.R.S. § 19-124 \$ 75.00
- B. Referendum Arguments A.R.S. § 19-124 \$ 75.00
- C. Domestic Partnership Registration \$ 50.00  
Unmarried persons living in the Town of Quartzsite and participating in a domestic partnership who meet certain criteria can register for a Domestic Partnership

### SECTION 1-1 Check Policy Fee

- A. Any person who presents a check to the Town that is not honored by the Financial Institution upon which it is written shall be assessed; \$ 35.00
- B. Plus, any other charges such as court fees and filing charges incurred by the city. \$ cost

### SECTION 1-2 Public Records Inspections Fee

- A. Any person desiring to inspect the Town's records may do so without charge during during normal business hours. \$ 0.00

### SECTION 1-3 Public Records Copy Fees

- A. Any person desiring to obtain a copy of a specific public record shall pay a per page copying fee:
  - Black & White Copies Per Page
  - 8.5 x 11 \$ 0.50
  - \*Oversize Paper \$ 0.75
  - \*Legal & 11x14
  
  - Color Copies Per Page
  - 8.5 x 11 \$ 1.00
  - \*Oversized Paper \$ 1.25
  - \*Legal & 11x14

# LIST OF FEE SCHEDULES

- B. Any person desiring to obtain a copy for commercial purposes shall pay a per page copying fee. \$ 1.00
- C. A media reproduction fee shall be charged for each non-commercial CD and USB Flash Drive. \$ 25.00
- D. A media reproduction fee shall be charged for each commercial CD and USB Flash Drive. \$ 35.00
- E. Postal charges will be added to the cost of all items required to be mailed. \$ cost

## SECTION 1-4 Public Records Search Fee

- A. Any person desiring to obtain a copy of a public record that is not specifically identified, may request the Town conduct a search for which there will be a fee per hour or portion thereof. \$ 25.00
- B. Reproduction cost per hour for commercial documents Fee. \$ 35.00

## SCHEDULE 2 – BUILDING PERMIT FEES

**SECTION 2-1 Building Permit Fees** are calculated through iWorq’s as set forth in Table 1-A of the currently adopted International Building Code.

**SECTION 2-2 Electrical Permit Fees** are calculated through iWorq’s as set forth in Table 1-A of the currently adopted International Electrical Code.

**SECTION 2-3 Plumbing Permit Fees** are calculated through iWorq’s as set forth in Table 1-A of the currently adopted International Plumbing Code.

**SECTION 2-4 Grading Permit Fees** are calculated through iWorq’s as set forth in Table J-1 of the currently adopted International Building Code.

### SECTION 2-5 Encroachment Permit Fees

- A. Utility Companies ~ Twelve (12) Month; One-time annual permit. \$1,000.00
- B. Single Family Residence \$ 25.00
- C. Multi Family Residence \$ 40.00
- D. Commercial and Industrial Projects \$ 100.00
- E. RV/MH Park for Each Individual Permit \$ 50.00

**SECTION 2-6 Re-Roof Only (Value on the Permit Application** are calculated through iWorq’s

- A. Default Re-Roofing Valuation/Construction Value on the Permit is \$2,500
- B. Default Re-Roofing Valuation for Park Models is \$1,250

# LIST OF FEE SCHEDULES

## SECTION 2-7 **Manufactured Home / Mobile Home**

Manufactured Home / Mobile Home / Park Model Set /  
Office Trailer Installation fee. \$ 360.00

## SECTION 2-8 **Factory Built Building Permits (Modular)**

- A. Commercial \$4.50/lineal foot
- B. Residential \$450/building story

## SECTION 2-9 **Building Valuation Data**

- A. Resolution No. 19-15 ICC Building Valuation  
Data is updated annually to iWorQ's.

## SCHEDULE 3 – COMMUNITY SERVICES

### SECTION 3-1 **Community Center and Annex per event**

- A. Fees – Building Rental (4 hours)
    - a. Building Rental - Non-profit Organizations \$ 20.00
    - b. Building Rental - Local entities \$ 40.00
    - c. Building Rental - For Profit entities \$ 60.00
    - d. Kitchen Rental \$ 20.00
    - e. Daily Fee for Exercise Program/Use of  
Exercise Equipment. (Per Day) \$ 1.00
    - f. Use of Sound System \$ 20.00
    - g. Event Setup & Tear Down by Staff \$ 10.00  
4 tables/20 chairs or less
    - h. Event Setup & Tear Down by Staff \$ 25.00  
5 tables/30 chairs or more
  - B. Refundable Security Deposits
    - a. Building & Kitchen Deposit \$150.00
    - b. Stereo System Sound Equipment \$150.00
- \*\*Recurring events can place a deposit by credit card or a check for refundable deposits within the fiscal year.

### SECTION 3-2 **Cemetery**

- A. Gravesite Fee Schedule
  - a. Gravesite (1 Plot) \$650.00
  - b. Opening and Closing Cost (Plot) \$600.00
  - c. Opening and Closing for Cremains \$200.00
  - d. Head Stone Placement \$100.00
- B. Cremation (Columbarium Niche) Wall
  - a. Wall Fee per Niche \$350.00
  - b. Opening and Closing per Niche \$150.00

# LIST OF FEE SCHEDULES

c. Addition of Second Urn at a Later Date	\$150.00
d. Niche Nameplate Engraving, Shipping & Handling	\$150.00
C. Special Assessment for Weekends & Holiday Opening and Closing	
a. Niche	\$350.00
b. Plot	\$1,000.00
D. Funeral Set-up \$0.50 per chair	
E. Special Requests will be reviewed, and cost is TBD	

## **SECTION 3-3 Parks Use Permits (Ord. No. 14-01)(Ord. No. 18-08)**

A. Reservation of Park Ramada Fee	\$ 0.00
B. Alcohol Beverage Permits – A Special Event Permit is required to obtain an Alcohol Beverage Permit. The presence of an off-duty police officer at the rate of \$60/hour is dependent on the application review.	
C. Application Fee – non-refundable	\$50.00
D. Special Event Deposit – refundable	\$500.00
E. Park Facility Rental per Day Fee	
a. Baseball Field Reservation	\$10/hour up to max \$100.00
b. Dance Slab Rental	\$10/hour up to max \$100.00
c. Snack Shack Rental	\$100.00
d. Stage set-up and tear down	\$200.00
e. Canopy set-up and tear down	\$200.00
F. Park Facility Security & Cleaning Deposits (refundable)	
a. Dance Slab	\$ 50.00
b. Snack Shack	\$150.00

## **SCHEDULE 4 – LIBRARY**

### **SECTION 4-1 Library Cards**

A. New Card Fee	\$ 0.00
B. Replacement Card Fee	\$ 0.00
C. Visitor’s Card Fee	\$ 0.00

### **SECTION 4-2 Library Materials – Books: Best Sellers & New Juvenile – Adult, CD’s, DVD’s**

A. Books Deposit – Best Sellers & New	\$ 0.00
B. Books Deposit – Juvenile	\$ 0.00
C. Books Deposit – Adult	\$ 0.00
D. CD Deposit	\$ 0.00



# LIST OF FEE SCHEDULES

E. DVD – Video Deposit \$ 0.00

**SECTION 4-3 Library Services**

A. Copy – Black & White Per Page

8.5x11 & Legal \$ 0.25

11x14 \$ 0.50

B. Copy – Color Per Page

8.5x11, Legal & 11x14 \$ 0.50

\*All proceeds for copies go to Friends of the Library as they supply printer, paper & ink.

**SECTION 4-4 Library Facility Use**

A. Conference Room Damage \$ cost

**SECTION 4-5 Late Fees**

A. Book Late Fee per day ~ Best Seller & New \$ 0.15

B. Book Late Fee per day ~ Juvenile \$ 0.05

C. Book Late Fee per day ~ Adult \$ 0.15

D. CD Late Fee per day \$ 1.00

E. DVD ~ Video Late Fee per day \$ 1.00

**SECTION 4-6 Lost or Damaged Fees ~ Books, CD's, DVD's ~ Videos**

A. Lost or damaged Books @ actual replacement cost \$ cost

B. Lost or damaged CD's @ actual replacement cost \$ cost

C. Lost or damaged DVD's/Videos @ replacement cost \$ cost

**SCHEDULE 5 – LICENSES**

**SECTION 5-1 Business** \$ 75.00

**SECTION 5-2 Vendor**

A. 180 days \$ 50.00

B. 30-day extension \$ 15.00

C. Special Event Permit \$ 15.00

**SECTION 5-3 Mobile** \$ 50.00

**SECTION 5-4 Food Vendor (Health Permit & Fire Inspection extra)** \$ 50.00

**SECTION 5-5 Bingo License Fee & Tax**

<u>License Class</u>	<u>Body Fee</u>	<u>Bingo Tax</u>	<u>License Fee</u>
A	\$10.00	2.5 % of adjusted gross receipts	\$ 10.00

# LIST OF FEE SCHEDULES

B	\$25.00	1.5 % of gross receipts	\$ 25.00
C	\$50.00	2.0 % of gross receipts	\$200.00

## SCHEDULE 6 – MUNICIPAL COURT

### SECTION 6-1 Fee Schedule

- A. Fees charged to the public by the Municipal Court are set by Town Resolution and published according to Arizona Revised Statutes (A.R.S.).
- B. Surcharges and Fees assessed on each fine. 16-951
  - a. Additional Assessment (A.R.S. § 12-116.04A) \$ 13.00
  - b. Probation Surcharge (A.R.S. § 12-114.01) \$ 20.00
  - c. Officer Equipment Fund (A.R.S. § 12-116.10A) \$ 4.00
  - d. Victim Rights Assessment (A.R.S. § 12-116.08A) \$ 9.00
  - e. 10% Surcharge (dollar amount will vary as it is 10% of the base fine)
    - i. (A.R.S. § 16-954A)
  - f. 68% Surcharge (dollar amount will vary as it is 68% of the base fine)
    - i. 42% (A.R.S. § 12-116.01A)
    - ii. 7% (A.R.S. § 12-116.01B)
    - iii. 6% (A.R.S. § 12-116.01C)
    - iv. 13% (A.R.S. § 12-116.02A)
  - g. Base Fine
    - i. A.R.S. § 28-1521
    - ii. A.R.S. § 28-1525
    - iii. A.R.S. § 28-1554
    - iv. A.R.S. § 28-1558
  - h. Victim Rights Enforcement Fund (A.R.S. § 12-116.09A) \$ 2.00
  - i. Court Enhancement Fee (Town Code § 33.21) (plus 79% surcharge see below) \$ 20.00
    - i. 1% Surcharge of the Court Enhancement Fee \$ 0.20
    - ii. 10% Surcharge of the Court Enhancement Fee \$ 2.00
    - iii. 68% Surcharge of the Court Enhancement Fee \$ 13.60
- C. Additional D.U.I. Assessments (Amounts vary for 1<sup>st</sup> or 2<sup>nd</sup> offense)
  - a. \$500.00 Prison Construction Fee (A.R.S. § 28-138114)
  - b. \$500.00 Public Safety Equipment A.R.S. § 28-138115)
- D. Late Fee (Town Code § 33.22) \$ 20.00
- E. Town Code Time Payment Fee (§33.23) \$ 20.00

# LIST OF FEE SCHEDULES

F. Time Payment Fee (A.R.S. § 12-116A)	\$ 20.00
G. Town Code Warrant Fee (§ 33.17)	\$ 100.00
H. Diversion Fee (A.R.S. §9-500.22) (§33.25)	\$ 250.00

## **SECTION 6-2 Administration Fees (A.R.S. § 22-404)**

A. (A.R.S. § 22-404E)	
a. Minimum Clerk Fee (A.R.S. § 22-404E)	\$ 17.00
b. Research in locating a document (A.R.S. § 22-404E)	\$ 17.00
c. Record duplication (Copy of FTR Recording on CD) (A.R.S. § 22-404E)	\$ 17.00
B. (A.R.S. § 22-404F)	
a. Per page fee (A.R.S. § 22-404F)	\$ 0.50

## **SECTION 6-4 Filing Fees (A.R.S. § 12-284)**

A. (A.R.S. § 12-284E)	
a. Civil Traffic Appeal (A.R.S. § 12-284E)	\$ 45.00
B. (A.R.S. § 12-284G)	
a. Marriage License Fee	\$ 83.00

## **SECTION 6-5 Collection Fees**

Enhanced F.A.R.E. Delinquency Fee (A.R.S. § 12-116.03)	\$ 49.00
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## **SCHEDULE 7 – POLICE**

### **SECTION 7-1 Report Copies**

A. Report copies are available free of charge to criminal justice agencies, victims, parties involved in accidents and parents or guardians of juvenile victims.	\$ 0.00
B. In domestic situations where both parties are charged and listed as both victims and suspects in the report, both subjects will be charged for the report copy.	
C. Report Copy Fees	
a. Fee for the first 20 pages	\$ 15.00
b. Fee per page after 20 pages	\$ 1.00
D. Non-Report Copy Fees	
a. Black & White copies (per page)	\$ 0.50
b. Color Copies (per page)	\$ 1.00

### **SECTION 7-2 Recording ~ Photograph ~ Audio Video Recordings**

# LIST OF FEE SCHEDULES

A. 911 Recording per CD	\$ 20.00
B. Photograph CD	\$ 20.00
C. Digital Photo Thumbnail Image sheet	\$ 10.00
D. Full-size Photo Print	\$ 5.00
E. Audio CD Video	\$ 15.00
F. Video CD	\$ 30.00
G. Redacted video \$75.00 with \$50.00 Deposit	

## **SECTION 7-3 Vehicles Impounded Pursuant to A.R.S. 28-3511**

As per Quartzsite Police Department Guidelines.  
Must have exact cash, money order, or cashier check.

A. Administration Hearing – 20 Day Impound Fee	\$ 150.00
B. Hearing Fee before 20 days	\$ 0.00
C. VIN Inspection – By appointment. Must have appropriate paperwork.	
a. VIN Inspection at Station	\$ 25.00
b. VIN Inspection Local	\$ 35.00
c. VIN Inspection Rural	\$ 50.00
D. Fingerprinting – Must have own cards from DPS or employer.	\$ 15.00

## **SCHEDULE 8 – TRANSPORTATION**

### **SECTION 8-1 (Res. No. 19-08)**

A. Basic One-way Fare within Town Limits	
a. Up to Three Stops – Ages 19-59	\$ 2.50
B. Basic One-way Fares out of Town (Up to Three (3) Stops)	
a. Qtz. to Lake Havasu or Yuma	\$ 11.00
b. Qtz. to Parker or Blythe	\$ 6.00
c. From Parker to Lake Havasu	\$ 6.00

### **SECTION 8-2**

A. Discount Fare within Town Limits – Ages 5-18, 60+, Disabled persons (Up to Three (3) Stops)	\$ 1.50
B. Discount Fare – Lake Havasu, Yuma ~ Ages 5-18, 60+, Disabled persons	\$ 9.00
C. Discount Fare – Parker or Blythe	\$ 4.00
D. Discount Fare – Parker to Lake Havasu	\$ 4.00

# LIST OF FEE SCHEDULES

## SCHEDULE 9 – UTILITIES

### SECTION 9-1 Water – Sewer Basic Rate

- A. Water Rates set by most currently adopted Resolution (Res. No. 22-11)
- B. Sewer Rates set by most currently adopted Resolution (Res. No. 22-12)

### SECTION 9-2 Capacity Fees

Fees set by most currently adopted Resolution (Res. No. 10-01)

### SECTION 9-3 Tap Fees – Actual Cost

Fees set by Resolution (Res. No. 10-01)

### SECTION 9-4 Shut Off Fees

Fees set by Resolution (Res. No. 10-01)

### SECTION 9-5 Re-Connect Fees

Fees set by Resolution (Res. No. 10-01)

### SECTION 9-6 Other Utility Fees

Late Fee, NSF Check Fee, Lien Recording Fee,

Miscellaneous Inspections Per Hour Fee set by Resolution (Res. No. 10-01)

### SECTION 9-7 Connection Fees

#### A. Water

Fees set by Resolution (Res. No. 10-05)

#### B. Sewer

Fees set by Resolution (Res. No. 10-04)

## SCHEDULE 10 – ZONING

<b>SECTION 10-1</b>	<b>Zoning Request or General Plan Amendment</b>	<b>\$ 250.00</b>
<b>SECTION 10-2</b>	<b>Publication of Citizens Review Meeting Notice</b>	<b>\$ 250.00</b>
<b>SECTION 10-3</b>	<b>Conditional Use Permit</b>	<b>\$ 250.00</b>
<b>SECTION 10-4</b>	<b>Temporary Use Permit</b>	<b>\$ 250.00</b>
<b>SECTION 10-5</b>	<b>Variance</b>	<b>\$ 250.00</b>
<b>SECTION 10-6</b>	<b>Appeal to Board of Adjustment or Planning &amp; Zoning</b>	<b>\$ 250.00</b>
<b>SECTION 10-7</b>	<b>Plot Plan Review per plan sheet</b>	<b>\$ 25.00</b>
<b>SECTION 10-8</b>	<b>Preliminary Site Plan Review*</b>	<b>\$ 250.00</b>
<b>SECTION 10-9</b>	<b>Preliminary Subdivision Plat Review*</b>	<b>\$ 250.00</b>

# LIST OF FEE SCHEDULES

<b>SECTION 10-10</b>	<b>Abandonment or Reversion to acreage</b>	\$ 500.00
<b>SECTION 10-11</b>	<b>Final Site Plan Review*</b>	\$ 250.00
<b>SECTION 10-12</b>	<b>Development Agreement</b>	\$ cost
<b>SECTION 10-13</b>	<b>Final Subdivision Plat Review*</b>	\$ 250.00
<b>SECTION 10-14</b>	<b>Minor Land Division / Lot Split / Combination</b>	\$ 250.00
<b>SECTION 10-15</b>	<b>Wired Facilities in the Public Right of Way</b>	
	A. Interstate Telecommunications Services Fee automatically adjusted annually for any CPI increase	\$2.10 per liner foot
	B. Dark Fiber License Fee	Same as above
	C. Application fee for license	\$2,500
	D. Renewal Fee	\$1,500

\* \$25 per lot over five (5) plus \$100.00 per sheet over one (1)

\* Can be charged direct cost through a third-party agreement.

## SCHEDULE 11 – DOG LICENSING FEES

<b>SECTION 11-1</b>	<b>Licenses for winter visitors that are in possession of out of state licenses</b>	\$ 5.00
<b>SECTION 11-2</b>	<b>Licenses for winter visitors &amp; residents that do not possess a license</b>	\$ 12.00
	Licenses are valid for one calendar year and are to be renewed annually	
<b>SECTION 11-3</b>	<b>Adoption Fee</b>	\$ 20.00
<b>SECTION 11-4</b>	<b>Impound Daily Fee</b>	\$ 8.00
<b>SECTION 11-5</b>	<b>Open Hour Drop-Off</b>	\$ 10.00
<b>SECTION 11-6</b>	<b>Regular Hours Pick-up</b>	\$ 25.00
<b>SECTION 11-7</b>	<b>After hours Pick-up</b>	\$ 50.00
<b>SECTION 11-8</b>	<b>Animal Pick-up Reference Bites</b>	\$ 50.00
<b>SECTION 11-9</b>	<b>Euthanasia</b>	\$ 25.00

## SCHEDULE 12 – SPECIAL EVENTS

<b>SECTION 12-1</b>	<b>Application Fee</b>	\$ 50.00
<b>SECTION 12-2</b>	<b>Deposit Fee</b>	\$ 500.00
<b>SECTION 12-3</b>	<b>Permit Fee</b>	\$ 100.00
	Inspection up to one (1) hour of employee time is included in fee; Additional Inspection Per Hour	\$ 50.00

# LIST OF FEE SCHEDULES

<b>SECTION 12-4</b>	<b>On-Site License Issuance</b> – per employee hour	\$ 50.00
<b>SECTION 12-5</b>	<b>Inspection Fee (after hours)</b> – per employee hour	\$ 75.00
<b>SECTION 12-6</b>	<b>Re-Inspection Fee</b> – per employee hour	\$ 50.00
<b>SECTION 12-7</b>	<b>Crowd Control</b>	