

## RESOLUTION 25- 17

### A RESOLUTION AMENDING THE MASTER FEE SCHEDULE FOR NORTH LOGAN CITY

WHEREAS, North Logan City ("City") has established a master fee schedule to list and regulate the charges for various services within the city; and

WHEREAS, the City Council has determined there is a need to modify and update the various fees from time to time; and

WHEREAS, a Public Hearing was held before the North Logan City Council on Wednesday, August 6, 2025, to receive public input and comment on the proposed revision of the fees schedule; and

WHEREAS, the revised fees established herein are reasonably related to the cost of providing such public services.

NOW, THEREFORE, be it resolved by the City Council of North Logan, Utah, that the Master Fee Schedule shall be changed as follows (highlighted portion added, crossed through items deleted)

#### Development Fees

<b>Misc. Development Fees</b>	
General Plan Amendment Application and Review Fee	<del>\$600.00</del> <b>\$675.00</b>
Zoning Map Amendment (Re-Zone) Application and Review Fee	<del>\$600.00</del> <b>\$675.00</b>
Zoning Text Amendment Application and Review Fee	<del>\$600.00</del> <b>\$675.00</b>
Development Agreement Application and Review Fee	<del>\$600.00</del> <b>\$675.00</b>
Development Agreement Amendment Application and Review Fee	<del>\$300.00</del> <b>\$350.00</b>
Preliminary Plat, Development Plan, or Subdivision Improvement Plans Amendment Application and Review Fee	<del>\$1,000.00 + \$50/Lot + Costs Incurred</del> <b>\$1,250.00 + \$75/Lot + Costs Incurred*</b>
Conditional Use Permit Application or Amendment Review Fee	<del>\$300.00</del> <b>\$350.00</b>
Design Review Application and Review Fee	<del>\$450.00</del> <b>\$525.00</b>
Land Use Appeal Authority Consideration Application Fee	<del>\$400.00 + \$50/Hr. after 5 Hrs.</del> <b>\$600.00 + \$100/Hr. after 6 Hrs.</b>
Subdivision Plat Amendment Application and Review Fee	<del>\$350.00</del> <b>\$550.00</b>
Vacation of Public Right-Of-Way or Public Utility Easements Application and Review Fee	<del>\$375.00</del> <b>\$425.00</b>
Subdivision Plat Amendment Including Vacation of Public Right-Of-Way and/or Vacation of Public Utility Easements Application and Review Fee	<del>\$725.00</del> <b>\$975.00</b>
Parcel Boundary Adjustment / Lot Line Adjustment Application and Review Fee	<del>\$225.00</del> <b>\$300.00</b>
<del>Land Use Permit Application and Review Fee</del>	<del>\$50.00</del>
<b>Zoning Clearance Fee</b>	<b>\$125.00</b>
<b>Re-Review Fee</b> (charged when an applicant has been provided with review comments from the city that have not been applied to a resubmitted set of application documents and a re-review is performed by applicable city staff)	<b>25% of the original application and review fee for the associated application type.</b>
<b>Residential Single-Family, Two-Family, or Townhome Subdivision Projects</b>	
Concept Plan (If Requested by Applicant) Application and Review Fee	<del>\$500.00 + \$25/Lot</del> <b>\$600.00 + \$75/Lot</b>
Preliminary Subdivision Plat and Subdivision Improvement Plans Application and Review Fee	<del>\$2,000.00 + \$100/Lot + Costs Incurred</del> <b>\$2,500.00 + \$125/Lot + Costs Incurred*</b>



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Final Subdivision Plat Application and Review Fee	\$1,000.00 + \$100/Lot + Costs Incurred <b>\$1,500.00 + \$125/Lot + Costs Incurred*</b>
Preliminary Subdivision Plat and Subdivision Improvement Plans (SENSITIVE LANDS) Application and Review Fee	\$2,000.00 + \$100/Lot + Costs Incurred + Costs for 3rd Party Geologic Review <b>\$3,000.00 + \$175/Lot + Costs Incurred* + Costs for 3rd Party Geologic Review</b>
Final Subdivision Plat (SENSITIVE LANDS) Application and Review Fee	\$1,000.00 + \$100/Lot + Costs Incurred + Costs for 3rd Party Geologic Review <b>\$1,750.00 + \$150/Lot + Costs Incurred* + Costs for 3rd Party Geologic Review</b>
Final Subdivision Plat Application and Review Fee for each subsequent phase of a subdivision after phase 1. (applicable to all subdivisions whether sensitive lands are applicable or not)	<b>\$2,000.00 + \$25/Lot + Costs Incurred*</b>
Re-Review Fee (charged when an applicant has been provided with review comments from the city that have not been applied to a resubmitted set of application documents and a re-review is performed by applicable city staff)	<b>25% of the original application and review fee for the associated application type.</b>
<b>All Other Subdivision Projects (Commercial, Institutional, Industrial, or other NON - Single-Family, Two-Family, or Townhome Subdivision Projects)</b>	
Concept Plan Application and Review Fee	\$350.00 + \$10/Lot + Costs Incurred <b>\$500.00 + \$25/Lot + Costs Incurred*</b>
Preliminary Subdivision Plat and Subdivision Improvements Plans Development Plan Application and Review Fee	\$550.00 + \$10/Lot + Costs Incurred <b>\$750.00 + \$25/Lot + Costs Incurred*</b>
Final Subdivision Plat and Subdivision Improvement Plans Application and Review Fee	\$650.00 + \$10/Lot + Costs Incurred <b>\$950.00 + \$25/Lot + Costs Incurred*</b>
Preliminary Subdivision Plat and Subdivision Improvement Plans Development Plan (SENSITIVE LANDS) Application and Review Fee	\$550.00 + \$10/Lot + Costs Incurred + Costs for 3rd Party Geologic Review <b>\$750.00 + \$25/Lot + Costs Incurred* + Costs for 3rd Party Geologic Review</b>
Final Subdivision Plat and Subdivision Improvement Plans (SENSITIVE LANDS) Application and Review Fee	\$650.00 + \$10/Lot + Costs Incurred + Costs for 3rd Party Geologic Review <b>\$950.00 + \$25/Lot + Costs Incurred* + Costs for 3rd Party Geologic Review</b>
Final Subdivision Plat Application and Review Fee for each subsequent phase of a subdivision after phase 1. (applicable to all subdivisions whether sensitive lands are applicable or not)	<b>\$1,100.00 + \$25/Lot + Costs Incurred*</b>
Re-Review Fee (charged when an applicant has been provided with review comments from the city that have not been applied to a resubmitted set of application documents and a re-review is performed by applicable city staff)	<b>25% of the original application and review fee for the associated application type.</b>
<b>Construction Inspection and Project Closeout Fees</b>	
Construction Inspection Fee (Single-Family, Townhome, and Two-Family Residential)	2.75 % of Total Infrastructure Improvement Cost <b>3% of Total Infrastructure Improvement Cost</b>
Construction Inspection Fee (Multi-Family Residential, Mixed-Use Institutional, Commercial, and Industrial)	2.75 % of Total Infrastructure Improvement Cost <b>3 % of Total Infrastructure Improvement Cost</b>
Seal Coat Fees	Surface Treatment Fee: \$0.75 per Sq. Ft.

\* Costs Incurred: These costs include one hour of review by the contracted City Engineer and one hour of review by the City Attorney. Any additional review costs from the contracted City Engineer/Attorney related to this item, beyond the allotted one hour, shall be charged to the applicant.



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#### Building Permit Fees

Building Permit Fee***	As established in the 1997 Uniform Building Code adjusted annually by the CPI.												
<p>A down payment towards the cost of the building permit fee is payable when the applicant first applies for the building permit. If the applicant withdraws the application after the plans have been reviewed; or if the applicant does not complete the application process by picking up the application and paying for the permit; or if the plans change significantly such that they must be reviewed again; that downpayment is forfeited to the city to cover the cost of reviewing the plans. The City Administrator may authorize a refund of a portion or all of the down payment if there are extenuating circumstances.</p> <p>The categories of down payment are listed below:</p> <table> <tr> <td>New building other than single family home</td><td style="text-align: right;">\$1,100</td></tr> <tr> <td>Addition(s) of more than 400 sq. ft. to bldg. other than single family home</td><td style="text-align: right;">\$1,100</td></tr> <tr> <td>Remodel to other than single family home affecting more than 3,000 sq. ft. and requiring structural changes</td><td style="text-align: right;">\$1,100</td></tr> <tr> <td>Permits where the total final permit fee is likely to be less than \$100.00</td><td style="text-align: right;">\$0</td></tr> <tr> <td>Single family home</td><td style="text-align: right;">\$50</td></tr> <tr> <td>All other permits</td><td style="text-align: right;">\$50</td></tr> </table>		New building other than single family home	\$1,100	Addition(s) of more than 400 sq. ft. to bldg. other than single family home	\$1,100	Remodel to other than single family home affecting more than 3,000 sq. ft. and requiring structural changes	\$1,100	Permits where the total final permit fee is likely to be less than \$100.00	\$0	Single family home	\$50	All other permits	\$50
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Remodel to other than single family home affecting more than 3,000 sq. ft. and requiring structural changes	\$1,100												
Permits where the total final permit fee is likely to be less than \$100.00	\$0												
Single family home	\$50												
All other permits	\$50												
Building Permit Administrative Fee <small>Applicable to all new dwelling builds/units or new commercial building builds (any build that requires an impact fee).</small>	\$125/unit												
Combined Electrical, Mechanical, Plumbing Permit Fee	27.5% of the Building Permit Fee												

#### Work Done For Others

Administration fee	\$20.00 per billable job
GRAMA Request Fee: Staff Time for compiling, formatting, manipulating, packaging, summarizing or tailoring the record to meet request; and search, retrieval and other direct time for complying with request.	<p>After the first quarter hour (15 minutes) of staff time, North Logan City may charge an hourly charge, not exceeding \$15.00 an hour in increments of 15 minutes.*</p> <p>Requests taking more than 15 minutes of staff time shall be charged \$30/hour/staff member with a 30-minute minimum (prorated per 30 minutes).</p> <p>North Logan City requires payment of estimated fees before beginning to process a records request if the fees are expected to exceed \$50.00; pursuant to Utah Code Annotated Section 63G-2-203(8).</p>
Public Safety Services for <b>Private</b> Organized Events	
1) Police, per officer	<del>\$48.00</del> \$100.00 per hour (3 hour minimum)
2) Police, per officer - Holiday	<del>\$70.00</del> \$200.00 per hour (3 hour minimum)
3) EMT, per 2 man team & equipment	<del>\$50.00</del> \$100.00 per hour (3 hour minimum)

\* North Logan City requires payment of estimated fees before beginning to process a records request if the fees are expected to exceed \$50.00; pursuant to Utah Code Annotated Section 63G-2-203(8).

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#### Other Misc Fees

Fee for Making Credit/Debit Card Payment by Phone	\$5.00
Returned Check	\$20.00 per check
Copy of Accident Report	<del>\$10.00</del> per copy
Overdue Account Administration Fee (This fee is chargeable when non-receipt of payment for utilities or any other fee owed to the city requires the use of a collection agency or small claims court action to pursue payment.)	\$80.00 per processing action (meaning for each referral to a collection agency or each small claims complaint) plus any costs incurred by the city that exceed this amount.
Copying to CD, DVD or Flashdrive	<del>\$15.00</del> <b>\$30.00</b>
Photocopies <b>(Letter or Legal size)</b>	<del>\$0.10</del> <b>\$0.50</b> per Black & White copy <del>(letter or legal size)</del> <del>\$0.25</del> <b>\$0.75</b> per Color Copy <del>(letter or legal size)</del> <b>\$3.00 per page of printed photos</b>
<del>FAX</del>	<del>\$1.00</del> per page
Burning Permits	Generally no fee unless inspection is required then \$5.00 plus any costs incurred by the city.
Certification of Document	\$5.00 per page certified, unless otherwise established by state law
<del>License and Inspection Fee for an Accessory Dwelling Unit in a Single Family Residence (pursuant to NLC Code 12C-515)</del>	<del>\$30.00 plus any costs incurred by the city that exceed this amount</del>
Senior's Luncheon (Restricted to North Logan residents 55 and older plus elected city officials)	Cost for Participant - <del>\$4.00</del> <b>\$7.00</b> Amount paid by the City - the remainder to complete the total cost for lunch. (Currently <del>in 2025</del> the lunches cost <del>\$7.29</del> <b>\$15.50</b> )
Non-Resident Library User Fees	Family Library Card - <del>\$90</del> <b>\$125.00</b> per year paid annually, or <del>\$24</del> <b>\$35.00</b> per 3 month consecutive period. (Allows for cards for all members of the family living in the residence. Level of library use is the same as North Logan City residents or those paying North Logan property taxes)

#### Water User Fees

Pool Filling Permit - When allowed per North Logan City Water Conservation Plan	Pool Fill Application: \$100 + Water Usage (Residential 1" Use Tiered Rates)  Non-permitted Water Connection: \$2,500 per occurrence.
Bulk Water Permit - When allowed per North Logan City Water Conservation Plan	One Bulk Water Fill Up*: \$75  Non-permitted Water Connection: \$2,500 per occurrence.  * Located at North Logan Parks Shop at 950 E 2500 N from 7:00am-4:00pm ONLY.
<b>Water Meter Inspection Fee -</b> The first meter inspection shall be free. However, each subsequent inspection after the initial inspection may be charged this fee as determined by the North Logan Water and Sewer Division Manager.	<b>\$35.00</b> (per inspection after the first inspection).



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#### Stormwater Related Fees

Construction Activity Permit Application (This application must include a Stormwater Pollution Prevention Plan (SWPPP) and a Notice of Intent (NOI-Permit) from the Utah Division of Water Quality.)	\$500.00
Stormwater Violation Fee - Violation of Stormwater Master Plan or State Stormwater Regulations.	\$100.00 per occurrence, or per day of violation
Construction Activity Permit Application - less than One Acre of disturbed ground. (This application must include a sketch plan detailing the Stormwater Best Management Practices (BMP) that will be used on site.)	\$175.00
Single Family Residence	<del>\$4.75</del> <b>\$5.00</b> per month
Multiple Family Residences up to and including Four-Plexes	<del>\$3.25</del> <b>\$4.25</b> per month per unit
Residential Units larger than Four-Plexes	<del>\$3.50</del> <b>\$4.50</b> per month per ERU (An ERU is defined as 4,700 square feet of impervious surfaces on the property including roof, driveway, parking, etc. The ERU for a property is rounded up to the nearest whole number.)
Non-Residential Developed Property	<del>\$3.50</del> <b>\$3.75</b> per month per ERU
Non-Developed Property	No Stormwater Utility Fee

#### Business License Fees

<p>Commercial Business License</p> <p><b>Commercial</b> Class 1: &lt; or = 90,000 sq.ft.</p> <p><b>Commercial</b> Class 2: &gt; 90,000 sq.ft. and/or Large manufacturer</p>	<p><del>\$95.00</del> <b>Initial License \$150.00</b> base* (includes up to One-Hour Fire Inspection) <b>Yearly Renewal \$100.00</b> base*</p> <p><del>\$175.00</del> <b>Initial License \$200.00</b> base* (includes up to Three-Hour Fire Inspection) <b>Yearly Renewal \$150.00</b> base*</p> <p>* If the business has Hazardous Materials on premises, add applicable fee * If the business requires additional Fire Inspection, add applicable fee * If the business requires Enhanced Police Service, add applicable fee.</p>
<p>Home Occupation License</p> <p><b>Home</b> Exempt: <b>No Public Access</b>, No license issued</p> <p><b>Home Occupation</b> Class 1: No client access or very limited client access (<b>no more than 1 client per month</b>).</p> <p><b>Home</b> Class 2: More regular client access (includes, but is not limited to: Childcare, Day Care, Pre-School, and Beauty Shop, Hair and/or Nail Salon, Instructional Classes, Sales)</p>	<p>No Fee. (Note: If a business license is requested by the business owner, this will be deemed to have an offsite impact and will require a <b>Home Occupation</b> Class 1 fee and be issued a <b>Home Occupation</b> Class 1 license)</p> <p><del>\$45.00</del> <b>Initial License \$75.00</b> base* <b>Yearly Renewal \$50.00</b> base* (No Inspection Required, Self-Inspection Form used)</p> <p><del>\$90.00</del> <b>Initial License \$135.00</b> base* (includes up to One-Hour Fire Inspection) <b>Yearly Renewal \$100.00</b> base*</p> <p>* If the business has Hazardous Materials on premises, add applicable fee</p>

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Licenses for the Sale of Alcoholic Beverages (Annual)	
Consumption Off Premises Beer	<del>\$100.00</del> <b>\$150.00</b>
On Premise Beer Retailer License	<del>\$100.00</del> <b>\$150.00</b>
Limited Restaurant License	<del>\$100.00</del> <b>\$150.00</b>
On Premise Banquet License	Not Available
Tavern License	Not Available
Restaurant Liquor License	<del>\$100.00</del> <b>\$150.00</b>
Temporary Beer Permit	\$35.00 per thirty-day period or fraction thereof
Private Club Liquor License	Not Available
Surety Bond (All Alcoholic Licenses)	\$1,000.00 Bond
Hazardous Materials Fee	Add <del>\$16.00</del> <b>\$20.00</b>
Added Fee for Fire Inspection*	Add <del>\$16.00</del> <b>\$75.00</b> per half hour
Enhanced Police Service	Add <del>\$16.00</del> <b>\$100.00</b> per hour. (Based on typical number of hours police expect to service the business in a year beyond what a normal business would take. – Chief of Police determines.)
Late Charges	\$20.00 per month license is delinquent
<b>Printed Business</b> License Replacement	\$10.00 per <b>printed license and/or</b> replacement
Miscellaneous – Other	
Door-to Door Vendors	<del>\$96.00</del> <b>\$100.00 per person</b>
Off-Site Car Sales	\$45.00
Entertainment Events	<del>\$45.00</del> <b>\$75.00</b>
Christmas Tree Lots	<del>\$45.00</del> <b>\$100.00</b>
Misc. Other where it is determined that an inspection of the event/sale is needed.	\$45.00
(City Administrator Determines)	
License for Selling Fireworks	
The license is in addition to a business's regular license if the fireworks are sold within the business. It is meant to cover the costs of additional fire dept. inspections to ensure safety regulations are followed specifically for the sale of fireworks. It is non refundable. One annual license covers the year's fireworks season even if multiple inspections are to be made.	<del>\$100.00</del> <b>\$350.00 per stand</b> for a year's fireworks season, namely June 19 to July 26, and December 19 to January 3, and 15 days before and on the Chinese New Year. The license is required both for businesses that are otherwise licensed with the city year round as well as those that only sell fireworks on a temporary basis.
Bond for Selling Fireworks	
The bond is in addition to a business's regular license fees and is refundable each year after the Chinese New Year. If there are violations of local or state law and regulations for selling fireworks, at the City Recorder's discretion, all or part of the bond may be forfeited to the City.	<del>\$100.00</del> <b>\$150.00 per stand</b> for a year's fireworks season, namely June 19 to July 26, and December 19 to January 3, and 15 days before and on the Chinese New Year. The bond is required both for businesses that are otherwise licensed with the city year round as well as those that only sell fireworks on a temporary basis.

The amended Fees shall be effective on the 7<sup>th</sup> day of August, 2025.

PASSED AND APPROVED by the City Council of North Logan, Utah, this 6<sup>th</sup> day of August, 2025.

**RESOLUTION 25- 17**

**A RESOLUTION AMENDING THE MASTER FEE SCHEDULE  
FOR NORTH LOGAN CITY**

North Logan City Corp.

ATTEST:

  
\_\_\_\_\_  
Scott Bennett, City Recorder

By:   
\_\_\_\_\_  
Lyndsay Peterson, Mayor