

City of Willcox

Fee Schedule

Effective - July 2017

Sec. 1 ADMINISTRATION and MANAGEMENT SERVICES

(A) Standard Fees

1	Public Records Request - Copy (per page) - (Ord. NS283)	\$0.50
2	DVD (Railroad Depot)	\$5.00
3	Non-Sufficient Fund (NSF) Fee - (Res. 2013-21)	\$25.00

(B) Business License/Permit - (Res. 2008-79)

1	Regular License/Permit	\$25.00
2	Annual License/Permit Renewal	\$12.00
3	Temporary License/Permit	\$10.00

(C) Police Department

1	Fingerprint Fees (per person)	\$5.00
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(D) Animal Shelter - (Res. 1999-16)

1	Animal Adoption Fee (Male)*	\$95.00
2	Animal Adoption Fee (Female)*	\$105.00
	*Includes PARVO vaccination, microchip, and sterilization	
3	Annual Dog License (Permanently Altered)	\$5.00
4	Annual Dog License (Un-Altered)	\$50.00
5	Duplicate License	\$5.00
6	Penalty for Late License	\$4.00
7	Annual Kennel Permit Fee	\$300.00
8	Failure to Obtain Kennel Permit	\$100.00
9	Impound Fee for Dog (Sterilized)	\$65.00
10	Impound Fee for Dog (Non-Sterilized) (Varies per size); \$115.00 minimum**	\$115.00
	** \$70.00 refunded with proof of sterilization within 30 days from date released	
11	Maintenance Fee (per day of impound)	\$5.00
12	Penalties for Vicious Dog Violations	\$250.00 - \$2500.00

(E) Library - (Res. 2015-13)

1	Library Card - Replacement	\$1.00
2	Library Card - Non-Resident (Refundable)	\$10.00
3	Overdue Fee (regular book/day, maximum fine - \$5.00 per item)	\$0.10
4	Overdue Fee (new releases and Interlibrary loan/day, maximum fine - \$5.00/item)	\$0.25
5	DVDs (per day, maximum fine - \$5.00 per item)	\$0.25
6	Audiocassettes, CD-Books and Music CDs/day, maximum fine - \$5.00 per item)	\$0.10
7	Lost Item Fee (Book or Material price and processing fee)	\$3.00
8	Postage Costs (Inter-Library, capped at)	\$6.00
9	Meeting Room During Library Hours (For-Profit/Private Use)	\$35.00
10	Meeting Room (Before/After Library Hours for Non-Profit/Associations)	\$25.00
11	Meeting Room (Before/After Library Hours for For-Profit/Private Use)	\$50.00
12	Meeting Room Key Deposit (Before/After Library Hours for All)	\$100.00
13	Equipment Charge For-Profit/Private Use (Reserved in Advance)	\$15.00
14	Food Service Cart (Library Hours for For-Profit/Private Use)	\$15.00
15	Coffee Maker/Iced Tea Maker/Microwave/Toaster (Non-Profit/Associations)(Each)	\$2.50
16	Coffee Maker/Iced Tea Maker/Microwave/Toaster (For-Profit/Private Use)(Each)	\$5.00
17	Popcorn Machine (Non-Profit/Associations)	\$5.00

18	Popcorn Machine (For-Profit/Private Use)	\$10.00
19	Copies of Printed Materials (per page)	\$0.25

(F) Swimming Pool - (Res. 2001-09)

1	Reservation Fee	\$50.00
2	Pool Rental	\$50.00
3	Lifeguard Fees (per hour) (per lifeguard)	\$8.00
4	Pool Entry Fee (Age 7 and over)	\$2.00
5	Adult Lap Swim	\$2.00
6	15 Passes	\$25.00
7	30 Passes	\$50.00
8	Swim Lessons (per child)	\$25.00

(G) Cemetery - (Res. 2015-11)

1	Gravesite Opening and Closing: Regular (Mon. - Fri.)	\$426.16
2	Gravesite Opening and Closing: Regular (Saturday)	\$528.63
3	Gravesite Opening and Closing: Regular (Sunday)	\$572.30
4	Gravesite Opening and Closing: Regular (Holiday)	\$645.33
5	Gravesite Opening and Closing: Grass (Mon. - Fri.)	\$548.51
6	Gravesite Opening and Closing: Grass (Saturday)	\$645.31
7	Gravesite Opening and Closing: Grass (Sunday)	\$742.75
8	Gravesite Opening and Closing: Grass (Holiday)	\$840.16
9	Gravesite Opening and Closing: Infant (Mon. - Fri.)	\$121.77
10	Gravesite Opening and Closing: Infant (Saturday)	\$194.82
11	Gravesite Opening and Closing: Infant (Sunday)	\$267.88
12	Gravesite Opening and Closing: Infant (Holiday)	\$340.94
13	Gravesite Opening and Closing: Mausoleum (Mon. - Fri.)	\$286.15
14	Gravesite Opening and Closing: Mausoleum (Saturday)	\$359.20
15	Gravesite Opening and Closing: Mausoleum (Sunday)	\$432.25
16	Gravesite Opening and Closing: Mausoleum (Holiday)	\$505.35
17	Gravesite Opening and Closing: Urn (Mon. - Fri.)	\$121.79
18	Gravesite Opening and Closing: Urn (Saturday)	\$194.80
19	Gravesite Opening and Closing: Urn (Sunday)	\$267.88
20	Gravesite Opening and Closing: Urn (Holiday)	\$340.94
21	Regular Plot	\$550.00
22	Grass Plot	\$750.00
23	Infant Lots Plot	\$138.00
24	Urn	\$138.00

(H) Building Permits - (Res. 2008-75)

1	Construction Fee Schedule	
a.	Project Valuation \$1.00 to \$500.00	\$23.50
b.	Project Valuation 501.00 to \$2,000.00	\$23.50 for the first \$500.00 plus \$3.00 for each additional \$100.00, or fraction thereof
c.	Project Valuation \$2,001.00 to \$25,000.00	\$68.50 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof
d.	Project Valuation \$25,001.00 to \$50,000.00	\$390.50 for the first \$25,000.00 plus \$10.00 for each additional \$1,000.00, or fraction thereof
e.	Project Valuation \$50,001.00 to \$100,000.00	\$640.50 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof
f.	Project Valuation \$100,001.00 to \$500,000.00	\$990.50 for the first \$100,000.00 plus \$5.50 for each additional \$1,000.00, or fraction thereof

- g. Project Valuation \$500,001.00 to \$1,000,000.00
\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof
- h. Project Valuation \$1,000,000.00 and up
\$5,608.75 for the first \$1,000,000.00 plus \$3.75 for each additional \$1,000.00, or fraction thereof

2 Permit Calculation

- a. Plan Review Fee - Construction fee multiplied by 65%.
- b. Plumbing Fee - Construction fee multiplied by 25%. (Min. \$30.00)
- c. Mechanical Fee - Construction fee multiplied by 25%. (Min. \$30.00)
- d. Electrical Fee - Construction fee multiplied by 25%. (Min. \$30.00)

3 Other Fees

- a. Inspections Outside Normal Business Hours (2 minimum.) (Fee per hour) \$40.00
- b. Re-inspection Fee (each) \$50.00
- c. Housing Inspections (each) \$50.00
- d. Manufactured Homes (each) \$150.00
- e. Factory Built Buildings (each) \$400.00
- f. Construction Trailers (each) \$90.00
- g. Demolition Permit (each) \$50.00
- h. Plan Review for Revisions to Approved Plans (per hour) \$40.00

4 Grading

- a. Minor Grading and Single Family Residence Grading \$50.00
- b. Plan Check Fee \$75.00
- c. Construction Cost Fee - the Greater of \$300.00 2% of Construction Cost
- d. Major Grading, Subdivision Grading, Commercial Site Grading (Base Fee) \$100.00
- e. Plus Construction Cost Fee - the Greater of \$500.00 1% of Construction Cost
- f. At-Risk Grading \$500.00

5 Sign Permit Fees

- a. Permanent Sign
 - i. Base Fee per Permit \$10.00
 - ii. Fee for a sign less than or equal to ten feet in height \$35.00
 - iii. Fee for a sign over ten feet in height \$50.00
- b. Temporary Signs
 - i. Base Fee Per Permit \$10.00
 - ii. Fee for Each Sign \$10.00
 - iii. Renewal (every six months for each sign) \$5.00
- c. Temporary Special Event Sign Permit \$20.00
- d. Additional Sign Fees
 - i. Per Square Foot of Signboard on Which a Display Appears \$1.00
 - ii. Each Foot of Sign in Excess of Twelve Feet (measured to the top of the sign) \$2.00
 - iii. Per Sign if the Sign is to be Lighted \$15.00

6 Planning and Zoning

- a. Commercial Rezoning
 - i. Rezoning From Commercial Zone to any Residential Zone \$500.00
 - ii. Additional for Each Acre over 5 Acres \$80.00
 - iii. Maximum Fee \$8,000.00
 - iv. Rezoning any Commercial Zone to Any Other Commercial Zone \$250.00
 - v. Additional for Each Acre over 5 Acres \$50.00
 - vi. Maximum Fee \$5,000.00
- b. Residential Rezoning
 - i. Rezone from Residential Zone to Commercial Zone \$500.00
 - ii. Additional for Each Acre over 5 Acres \$100.00
 - iii. Maximum Fee \$10,000.00
 - iv. Rezone from Residential Zone to any Other Residential Zone \$100.00
 - v. Additional for Each Acre over 5 Acres \$20.00

vi. Maximum Fee	\$2,000.00
c. Preliminary Plat	
i Subdivisions up to 10 Lots	\$1,000.00
ii. Plus Each Additional Lot	\$10.00
iii. Plus Title Report Review	\$100.00
iv. Plus Drainage Report Review (up to 50 Acres)	\$100.00
v. Each Additional Acre	\$10.00
vi. Plus Archeology Report Review	\$100.00
vii. Plus Phase I Environmental Assessment Review	\$100.00
viii. Plus Traffic Impact Analysis Review	\$100.00
ix. Plus Geological Technical Reports Review	\$100.00
x. Plus Misc. Document Review	\$100.00
xi. Amendments, Modifications & Extensions	50% of original Fee
xii. Additional Submittals	50% of original Fee
d. Final Plat	
i. Subdivisions up to 10 Lots	\$100.00
ii. Plus Each Additional Lot	\$10.00
iii. Plus Title Report	\$100.00
iv. Plus CC & R's Review	\$100.00
v. Plus Other Misc. Reports	\$100.00
vi. Plus Assurance Agreement Review	\$100.00
vii. Amendments, Modifications, & Extensions	50% of original Fee
viii. Additional Submittals	50% of original Fee
e. Commercial Development Plans	
i. Up to 5 Acres of Commercial or Multi-Family Property	\$1,000.00
ii. Plus Each Additional Acre over 5 Acres	\$50.00
iii. Plus Title Report Review	\$100.00
iv. Plus Drainage Report Review (up to 5 Acres)	\$100.00
v. Each Additional Acre	\$10.00
vi. Plus archeology Report Review	\$100.00
vii. Plus Phase I Environmental Assessment Review	\$100.00
viii. Plus Traffic Impact Analysis	\$100.00
ix. Plus Geological Technical Reports Review	\$100.00
x. Plus Misc. Document Review	\$100.00
xi. Amendments, Modifications & Extensions	50% of original Fee
xii. Additional Submittals	50% of original Fee
f. Landscape Plans	
i. Landscape Base Review	\$100.00
ii. Plus Per Sheet Fee	\$10.00
iii. Resubmittal - Plus Sheet Fee	\$50.00
g. Zoning Compliance Letter Appearance Fee	\$50.00
h. Planning & Zoning/Board of Adjustments	
i. Setback Variance	\$100.00
ii. Exception to the Ordinance	\$500.00
iii. Special Use Permit	\$1,000.00
iv. Caretaker Dwelling	\$500.00

(I) Park/Facilities Fees - (Res. 2011-81)

1 Community Center	
a. Application Fee	\$50.00
b. Main Hall	\$150.00
c. Main Hall & Dining Room	\$170.00
d. Main Hall & Fireplace Room	\$170.00

e.	Main Hall & Dining Room & Fireplace Room	\$190.00
f.	Main Hall & Kitchen	\$190.00
g.	Main Hall & Kitchen & Dining Room	\$210.00
h.	Main Hall & Kitchen & Fireplace Room	\$210.00
i.	Entire Facility	\$230.00
j.	Dining Room	\$40.00
k.	Dining Room & Fireplace Room	\$60.00
l.	Dining Room & Kitchen	\$100.00
m.	Fireplace Room	\$40.00
n.	Fireplace Room & Kitchen	\$60.00
o.	Fireplace Room & Dining Room & Kitchen	\$120.00
p.	Kitchen	\$80.00
q.	Cleaning and Damage Deposit	\$150.00
2	Railroad Park	
a.	Reservation Deposit	\$50.00
b.	Cleaning and Damage Deposit	\$125.00
3	Keiller Park	
a.	Reservation Deposit	\$50.00
b.	Cleaning and Damage Deposit	\$125.00
4	Quail Sports Park	
a.	Main Arena (Rodeo, Bull Riding, Roping)	\$100.00
b.	Main Arena (Barrel Racing, Horse Show, Gym-Kana)	\$50.00
c.	Main Arena (Play Day)	\$50.00
d.	Warm-up Arena	\$50.00
e.	Concession Stand	\$50.00
f.	Main Arena Lights	\$25.00
g.	Reservation Deposit	\$50.00
h.	Cleaning and Damage Deposit	\$125.00

(J) Golf Course Fees

1	Greens Fees	
a.	9 Holes	\$10.00
b.	18 Holes	\$13.00
c.	All Day	\$14.00
2	Cart Fees	
a.	9 Holes	\$9.00
b.	18 Holes	\$11.00
c.	All Day	\$16.00
3	Combined	
a.	9 Holes with Cart	\$19.00
b.	18 Holes with Cart	\$24.00
4	20 Play Book	\$150.00
5	Membership Rates	
a.	One Month - Single	\$132.00
b.	One Month - Couple	\$180.00
c.	One Month - Family	\$210.00
d.	Three Month - Single	\$348.00
e.	Three Month - Couple	\$468.00
f.	Three Month - Family	\$588.00
g.	Six Month - Single	\$420.00
h.	Six Month - Couple	\$600.00
i.	Six Month - Family	\$720.00
j.	Annual - Single	\$669.00

k.	Annual - Couple	\$813.00
l.	Annual - Family	\$910.00

(K) Liquor License Fees

1	Series 06	\$150.00
2	Series 07	\$50.00
3	Series 09	\$50.00
4	Series 10	\$50.00
5	Series 12	\$50.00
6	Series 13	\$150.00
7	Series 14	\$50.00

(L) Magistrate Court Fees - (NS283)

1	Time Payment Fee	\$20.00
2	Dilatory/Late Payment Fee	\$20.00
3	Court Abstract Fee	\$20.00
4	Community Court Fee	\$40.00
5	Drug Court Fee	\$40.00
6	Administrative Attorney Fee	\$20.00
7	Jury Cancellation Fee	\$100.00

Sec. 2 Utility (Enterprise) Fees

(A) Gas Meter Rates - (Res. 2013-21)

1	Residential	
a.	In Town (Meter Size 175/200/250/275)	\$12.68
b.	Out of Town (Meter Size 175/200/250/275)	\$12.68
2	Commercial	
a.	Meter Size 175/200/250/275	\$12.68
b.	Meter Size 315/325/415/425	\$22.19
c.	Meter Size 750/800	\$32.75
d.	Meter Size 1000/1500/2000	\$64.43
e.	Meter Size 3000/4000	\$96.10
f.	Meter Size 5000/6000	\$106.66
g.	Meter Size 7000/8000	\$138.34

(B) Water Meter Rates - (Res. 2013-20)

1	Residential	
a.	Meter Size 3/4" or Less	\$15.36
b.	Meter Size 1"	\$20.29
2	Commercial	
a.	Meter Size 3/4" or Less	\$15.36
b.	Meter Size 1"	\$20.29
c.	Meter Size 1 1/2"	\$28.00
d.	Meter Size 2"	\$37.13
e.	Meter Size 3"	\$76.88
f.	Meter Size 4"	\$192.83

(C) Wastewater (Water Meter) Rates - (Res. 2013-18)

1	Residential	
a.	Meter Size 3/4" or Less	\$22.11
b.	Meter Size 1"	\$30.06
c.	Meter Size 3/4" or Less (Multi-Units)	\$22.11
2	Commercial	

a.	Meter Size 3/4" or Less	\$32.14
b.	Meter Size 1"	\$40.12
c.	Meter Size 1 1/2"	\$60.17
d.	Meter Size 2"	\$84.19
e.	Meter Size 3"	\$160.39
f.	Meter Size 4"	\$260.78

(D) Refuse Rates - (Res. 2013-19)

1 96 Gallon Container

a.	Single Family	\$25.47
b.	Senior Citizen (Must meet income qualifications)	\$21.90

2 1.5 Yard Containers

a.	One container, one pickup per week	\$59.56
b.	One container, two pickups per week	\$89.71
c.	One container, three pickups per week	\$119.85
d.	One container, four pickups per week	\$150.00
e.	One container, five pickups per week	\$180.15
f.	One container, six pickups per week	\$210.30
g.	Two containers, one pickup per week	\$89.71
h.	Two containers, two pickups per week	\$150.00
i.	Two containers, three pickups per week	\$210.30
j.	Two containers, four pickups per week	\$270.59
k.	Two containers, five pickups per week	\$330.89
l.	Two containers, six pickups per week	\$391.19
m.	Three containers, one pickup per week	\$119.85
n.	Three containers, two pickups per week	\$210.30
o.	Three containers, three pickups per week	\$300.74
p.	Three containers, four pickups per week	\$391.19
q.	Three containers, five pickups per week	\$481.63
r.	Three containers, six pickups per week	\$572.08
s.	Four containers, one pickup per week	\$150.00
t.	Four containers, two pickups per week	\$270.59
u.	Four containers, three pickups per week	\$391.19
v.	Four containers, four pickups per week	\$511.78
w.	Four containers, five pickups per week	\$632.37
x.	Four containers, six pickups per week	\$752.97
y.	Five containers, one pickup per week	\$180.15
z.	Five containers, two pickups per week	\$330.89
aa.	Five containers, three pickups per week	\$481.63
bb.	Five containers, four pickups per week	\$632.37
cc.	Five containers, five pickups per week	\$783.11
dd.	Five containers, six pickups per week	\$933.86
ee.	Six containers, one pickup per week	\$210.30
ff.	Six containers, two pickups per week	\$391.19
gg.	Six containers, three pickups per week	\$572.08
hh.	Six containers, four pickups per week	\$752.97
ii.	Six containers, five pickups per week	\$933.86
jj.	Six containers, six pickups per week	\$1,114.74

3 3 Yard Containers

a.	One container, one pickup per week	\$86.22
b.	One container, two pickups per week	\$143.03
c.	One container, three pickups per week	\$199.84
d.	One container, four pickups per week	\$256.66

e.	One container, five pickups per week	\$313.47
f.	One container, six pickups per week	\$370.28
g.	Two containers, one pickup per week	\$143.03
h.	Two containers, two pickups per week	\$256.66
i.	Two containers, three pickups per week	\$370.28
j.	Two containers, four pickups per week	\$483.90
k.	Two containers, five pickups per week	\$597.53
l.	Two containers, six pickups per week	\$711.15
m.	Three containers, one pickup per week	\$199.84
n.	Three containers, two pickups per week	\$370.28
o.	Three containers, three pickups per week	\$540.71
p.	Three containers, four pickups per week	\$711.15
q.	Three containers, five pickups per week	\$881.58
r.	Three containers, six pickups per week	\$1,052.02
s.	Four containers, one pickup per week	\$256.66
t.	Four containers, two pickups per week	\$483.90
u.	Four containers, three pickups per week	\$711.15
v.	Four containers, four pickups per week	\$938.40
w.	Four containers, five pickups per week	\$1,165.64
x.	Four containers, six pickups per week	\$1,392.89
y.	Five containers, one pickup per week	\$313.47
z.	Five containers, two pickups per week	\$597.53
aa.	Five containers, three pickups per week	\$881.58
bb.	Five containers, four pickups per week	\$1,165.64
cc.	Five containers, five pickups per week	\$1,449.70
dd.	Five containers, six pickups per week	\$1,733.76
ee.	Six containers, one pickup per week	\$370.28
ff.	Six containers, two pickups per week	\$711.15
gg.	Six containers, three pickups per week	\$1,052.02
hh.	Six containers, four pickups per week	\$1,392.89
ii.	Six containers, five pickups per week	\$1,733.76
jj.	Six containers, six pickups per week	\$2,074.63

(E) Deposit Rates

1	Gas Connection	\$10.16
2	Gas Deposit	\$76.20
3	Water Connection	\$10.16
4	Water Deposit	\$15.24
5	Sewer Deposit	\$15.24
6	Refuse Deposit	\$49.02
7	Landlord Gas Connection	\$15.24
8	Landlord Water Connection	\$15.24

(F) Meter Installation Rates

1	Gas Meters - (Res. 2004-29)	
a.	Installation Fee	\$800.00
b.	Connection Fees (Per Linear Foot)	
i.	Unimproved Streets 6" Mains	\$14.00
ii.	Improved Streets 6" Mains (asphalt)	\$14.00
iii.	Improved Streets 6" Mains (bitumen, concrete)	\$18.00
iv.	Unimproved Streets 8" Mains	\$16.00
v.	Improved Streets 8" Mains	\$16.00
vi.	Improved Streets 8" Mains (bitumen, concrete)	\$20.00

2 Water Meters - (Res. 2004-27)

a. Installation Fee (Per Meter Size)	
i. 3/4" Meter	\$800.00
ii. 1" Meter	\$800.00
iii. 1 1/2" Meter	\$1,100.00
iv. 2" Meter, turbine	\$1,300.00
v. 2" Meter, compound	\$1,800.00
vi. 3" Meter, compound	By Bid
vii. 4" Meter, compound	By Bid
b. Connection Fees (Per Linear Foot)	
i. Unimproved Streets 6" Mains	\$14.00
ii. Improved Streets 6" Mains (asphalt)	\$14.00
iii. Improved Streets 6" Mains (bitumen, concrete)	\$18.00
iv. Unimproved Streets 8" Mains	\$16.00
v. Improved Streets 8" Mains	\$16.00
vi. Improved Streets 8" Mains (bitumen, concrete)	\$20.00

(G) Construction Water Fees - (Res. 2013-20)

1 Bulk Water Station Rates

a. Minimum Charge (each use)	\$5.00
b. Cost per Thousand (MG)	\$8.52

2 Hydrant Water Rates

a. Setup Fee	\$50.00
b. Cost per Thousand (MG)	\$8.52

(H) Penalty Fees - (Res. 2013-18,19,20,21)

1 Penalty on Unpaid Balances	1.50%
2 Reconnection Fee	\$40.00
3 Transfer Fee	\$15.00
4 Returned Check (including electronic) Fee	\$25.00
5 Charge for Customer Requested Meter Re-Reads if Readings are Correct	\$20.00