

**NOTICE OF PROPOSED CODE CHANGE
AND FEE INCREASE**

The Community Development Department and the Fire Department will be proposing a modification of the Building Valuation Data by using the ICC BVD August 2018, and such other fees as appropriate. In addition, we will propose the adoption of the 2024 ICC Building Codes according to A.R.S. 9-511.01. Notice is hereby given that the Cottonwood City Council will consider adopting the ICC August 2018 Building Valuation Data, which will increase the building valuation, fees, and other costs. They will also consider adopting the 2024 ICC Building Codes as outlined in the proposed amendments. Further, the proposed increases in the Planning and Zoning fees will also be reviewed for adoption. The City Council will hold a public hearing on the proposals at its regular meeting on April 1, 2025, and May 20, 2025, both beginning at 6:00 p.m., at the Riverfront Council Chambers, 1083 E. Riverfront Road, Cottonwood, Arizona. They will take our proposals into consideration, after which the Council may approve a resolution adopting the proposed new rates/charges and the adoption of ICC 2024 Building Codes. A written report supporting the new rates, fees, charges, and codes will be filed with the City Clerk at least 30 days before the public hearing. Citizens are welcome to provide written comments regarding the proposed increases. Comments may be sent to: Cody Blazer, Building Official, 111 N. Main Street, Cottonwood, AZ 86326 or emailed to: cblazer@cottonwoodaz.gov.

Attached:

2018 ICC BVD August

Red Lines for Planning & Building

Refund Policy for Planning & Building

Fee Comparisons

BUILDING & FIRE FEE SCHEDULE COST PER SQUARE FOOT **2012 CODES**

Group (2012 International Building Code)	IA	IB	IIA	IIIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	\$229.03	\$221.51	\$216.10	\$207.06	\$194.68	\$189.07	\$200.10	\$177.95	\$171.21
A-1 Assembly, theaters, without stage	\$209.87	\$202.35	\$196.94	\$187.90	\$175.62	\$170.01	\$180.94	\$158.89	\$152.15
A-2 Assembly, nightclubs	\$177.89	\$172.85	\$168.07	\$161.49	\$151.98	\$147.78	\$155.80	\$137.68	\$132.99
A-2 Assembly, Restaurants, bars banquet halls	\$176.89	\$171.85	\$166.07	\$160.49	\$149.98	\$146.78	\$154.80	\$135.68	\$131.99
A-3 Assembly, churches	\$211.95	\$204.43	\$199.02	\$189.98	\$177.95	\$172.34	\$183.02	\$161.22	\$154.48
A-3 Assembly, general, community halls, libraries, museums	\$176.88	\$169.36	\$162.95	\$154.91	\$141.73	\$137.12	\$147.95	\$125.00	\$119.26
A-4 Assembly, arenas	\$208.87	\$201.35	\$194.94	\$186.90	\$173.62	\$169.01	\$179.94	\$156.89	\$151.15
B-Business	\$182.89	\$176.17	\$170.32	\$161.88	\$147.55	\$142.00	\$155.49	\$129.49	\$123.76
E-Educational	\$195.85	\$189.10	\$183.56	\$175.25	\$163.21	\$154.58	\$169.21	\$142.63	\$137.99
F-1 Factory and industrial, moderate hazard	\$103.99	\$97.83	\$94.17	\$84.37	\$80.56	\$80.16	\$69.50	\$65.44	\$108.98
F-2 Factory and industrial, low hazard	\$107.98	\$102.99	\$97.83	\$93.17	\$84.37	\$79.56	\$89.16	\$69.50	\$64.44
H-1 High Hazard, explosives	\$102.01	\$97.02	\$91.86	\$87.20	\$78.60	\$73.79	\$83.19	\$63.73	N.P
H-2-3-4 High Hazard	\$102.01	\$97.02	\$91.86	\$87.20	\$78.60	\$73.79	\$83.19	\$63.73	\$58.67
H-5 HPM	\$182.89	\$176.17	\$170.32	\$161.88	\$147.55	\$142.00	\$155.49	\$129.49	\$123.76
I-1 Institutional, supervised environment	\$180.72	\$174.14	\$169.28	\$161.12	\$149.06	\$145.04	\$161.12	\$133.69	\$129.43
I-2 Institutional, hospitals	\$308.50	\$301.79	\$295.93	\$287.50	\$272.14	N.P	\$281.10	\$254.09	N.P
I-2 Institutional, nursing homes	\$213.56	\$206.85	\$200.99	\$192.56	\$179.22	N.P	\$186.16	\$161.12	N.P
I-3 Institutional, restrained	\$208.37	\$201.66	\$195.80	\$187.37	\$174.54	\$167.98	\$180.97	\$156.48	\$148.74
I-4 Institutional, day care facilities	\$180.72	\$174.14	\$169.28	\$161.12	\$149.06	\$145.04	\$161.12	\$133.69	\$129.43
M-Mercantile	\$132.61	\$127.57	\$121.79	\$116.21	\$106.35	\$103.15	\$110.52	\$92.05	\$88.36
R-1 Residential, hotels	\$182.28	\$175.70	\$170.83	\$162.68	\$150.87	\$146.84	\$162.68	\$135.49	\$131.23
R-2 Residential, multiple family	\$152.86	\$146.27	\$141.41	\$133.25	\$122.04	\$118.01	\$133.25	\$106.66	\$102.41
R-3 Residential, one- and two family	\$143.93	\$139.07	\$136.51	\$132.83	\$127.95	\$124.61	\$130.57	\$119.73	\$112.65
R-4 Residential, care/assisted living facilities	\$180.72	\$174.14	\$169.28	\$161.12	\$149.06	\$145.04	\$161.12	\$133.69	\$129.43
S-1 Storage, moderate hazard	\$101.01	\$96.02	\$89.86	\$86.20	\$76.60	\$72.79	\$82.19	\$61.73	\$57.67
S-2 Storage, low hazard	\$100.01	\$95.02	\$89.86	\$85.20	\$76.60	\$71.79	\$81.19	\$61.73	\$56.67
U-Utility, miscellaneous	\$77.10	\$72.64	\$68.12	\$64.64	\$58.13	\$54.28	\$61.62	\$45.49	\$43.33

a. Private Garages use Utility, miscellaneous

b. Covered patio, porches, and carports = \$14.42 per square foot

c. Unfinished basements (all use group) = \$15.00 per square foot

d. For shell only buildings deduct 20 percent

e. N.P.= not permitted

f. Fire Sprinklers & Fire Alarms= \$2.30 per square foot

g. Any and all other Fire permits will be based on Table 1-A (Valuation Table)

h. Any and all other Building permit fees will be based on Table 1-A (Valuation Table)

This table has been amended to correct typographical errors and modification of existing table details to an easy-to-use table **BUILDING FEE SCHEDULE
VALUATION TABLE PROPOSED 75%

TOTAL VALUATION	FEE
\$1.00 TO \$500.00	\$41.13
\$501.00 TO \$2000.00	\$41.13 for the first \$500.00 plus \$5.34 for each additional \$100.00 for fraction thereof, to and including \$2,000.00
\$2,001.00 TO \$25,000.00	\$121.19 for the first \$2,000.00 plus \$24.50 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 TO \$50,000.00	\$684.25 for the first \$25,000.00 plus \$17.68 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 TO \$100,000.00	\$1126.56 for the first \$50,000.00 plus \$12.25 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 TO \$500,000.00	\$1739.06 for the first \$100,000.00 plus \$9.80 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 TO \$1,000,000.00	\$4688.95 for the first \$500,000.00 plus \$8.31 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 AND UP	\$9815.31 for the first \$1,000,001.00 plus \$6.39 for each additional \$1,000.00, or fraction thereof.
Other Inspections and Fees (Building & Fire Department):	
1. Inspections outside of normal business hours.....	\$82.25 per hour-1
(minimum charge—two hours)	
2. Re-inspection fees (for any re-inspection after the first two).....	\$82.25 per hour-1
3. Inspections for which no fee is specifically indicated.....	\$82.25 per hour-1
(minimum charge—one half hour)	
4. Inspection Requests that are not ready or did not call to cancel.....	\$82.25
5. Additional plan review required by changes, additions or revisions to plans.....	\$82.25 per hour-1
(minimum charge—one half hour)	
6. For use of outside consultants for plan checking and/or inspections, or both.....	Actual costs-2
7. Demolition Fee.....	\$100.00
8. One time permit extension fee.....	Half the cost of the original building fee only
9. Fee Schedule for Electrical, Plumbing, and Mechanical:	
Electrical Base Fee.....	\$41.13
Electrical, Temporary Power.....	\$100.00
Electrical for Commercial Appliance < 1 hp.....	\$9.50ea
Electrical Light Fixture <20.....	\$5.00ea
Electrical Light Fixture >20.....	\$3.00ea
Electrical Power Apperatus <10.....	\$15.00ea
Electrical Power Apperatus >10-50.....	\$18.00ea
Electrical Recepticles, Switches <20.....	\$1.00ea
Electrical Recepticles, Switches >20.....	\$0.65ea
Electrical Residential Appliance.....	\$6.75ea
Electrical Service >200 Amps.....	\$47.25
Electrical Service >200-1000 Amps.....	\$65.00ea
Electrical Sign.....	\$41.13ea
Electrical Temporary Power Pole.....	\$65.00ea
Mechanical Base Fee.....	\$41.13
Mechanical Air Handlers <= 10,000 CFM.....	\$11.50ea
Mechanical Air Handlers > 10,000 CFM.....	\$21.50ea
Mechanical Appliance Vent.....	\$9.00
Mechanical Boilers & Compressors > 1,000,000 BTU's.....	\$75.00
Mechanical Boilers & Compressors > 100,000 BTU's.....	\$37.50
Mechanical Boilers & Compressors <= 100,000 BTU's.....	\$18.75
Mechanical Evaporative Coolers.....	\$15.00ea
Mechanical Floor Furnace <= 100,000 BTU's.....	\$15.00ea
Mechanical Floor Furnace >100,000 BTU's.....	\$19.50ea
Mechanical Gas 1-4 Outlets.....	\$6.00ea
Mechanical Gas Over 4 Outlets.....	\$3.00ea
Mechanical Incinerator Industrial.....	
Mechanical Miesellanious Appliance.....	
Mechanical Suspended Heater.....	
Mechanical Vent Exhaust Hood.....	
Mechanical Ventilation & Exhaust Single Duct.....	
Plumbing Base Fee.....	
Plumbing Gas 1-5 Outlets.....	
Plumbing Gas Over 5 Outlets.....	
Plumbing Backflow Preventor 2" & Smaller.....	
Plumbing Backflow Preventor Over 2".....	
Plumbing Grey Water.....	
Plumbing Rain Water.....	
Plumbing Water Heaters.....	
Plumbing Atmospheric Vacuum Breakers 1-5.....	
Plumbing Atmospheric Vacuum Breakers Over 5.....	
Plumbing Cross Connection Test Reclaimed Water.....	
Plumbing Fixtures.....	
Plumbing Lawn Sprinkler Systems.....	
Plumbing Repair or Alteration.....	
Plumbing Sewer Fee.....	

1. Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employee involved.
 2. Actual costs include administrative and overhead costs.



CITY OF COTTONWOOD

COMMUNITY DEVELOPMENT

BUILDING AND FIRE FEE SCHEDULE COST PER SQUARE FOOT AUGUST 2018

VALUATION & FEE SCHEDULE	TYPE OF CONSTRUCTION	VALUATION PER SQ FT	NOTES
Group A-1: <ul style="list-style-type: none">Assembly, theaters, w/stage	IA IB IIA IIB IIIA IIIB IV VA VB	244.21 236.18 230.55 221.01 207.82 201.82 214.02 189.83 182.71	
<ul style="list-style-type: none">Assembly, theaters w/o stage	IA IB IIA IIB IIIA IIIB IV VA VB	223.45 215.42 209.80 200.25 187.31 181.32 193.26 169.33 162.21	
{Examples: Motion picture theaters, Symphony and concert halls, Television and radio studios admitting audience, Theaters}			
Group A-2: <ul style="list-style-type: none">Assembly, nightclubs	IA IB IIA IIB IIIA IIIB IV VA VB	190.08 184.73 180.34 172.99 163.33 158.82 166.99 147.83 142.92	
<ul style="list-style-type: none">Assembly, restaurants, bars, banquet halls	IA IB IIA IIB IIIA IIIB IV VA	189.08 183.73 178.34 171.99 161.33 157.82 165.99 145.83	
{Examples: Banquet halls, Casinos (gaming area), Nightclubs, Restaurants, cafeterias and similar dining facilities, Taverns and bars}			

	VB	141.92	
Group A-3: <ul style="list-style-type: none">Assembly, churches	IA	224.47	
	IB	216.44	
	IIA	210.82	
	IIB	201.27	
	IIIA	189.73	
	IIIB	183.73	
	IV	194.28	
	VA	171.74	
	VB	164.62	
<ul style="list-style-type: none">Assembly, general, community halls, libraries, museums <p>{Examples: Amusement arcades, Art galleries, Bowling alleys, Community halls, Courtrooms, Dance halls (not including food or drink), Exhibition halls, Funeral parlors, Greenhouses for the conservation and exhibition of plants that provide public access), Gymnasiums (w/o spectator seating), Indoor swimming pools/tennis courts (w/o spectator seating), Lecture halls, Libraries, Museums.)</p>	IA	188.77	
	IB	180.74	
	IIA	174.11	
	IIB	165.57	
	IIIA	151.59	
	IIIB	146.63	
	IV	158.58	
	VA	133.64	
	VB	127.52	
Group A-4: <ul style="list-style-type: none">Assembly, arenas <p>{Examples: Arenas, Skate rinks, Swimming pools, Tennis courts.}</p>	IA	222.45	
	IB	214.42	
	IIA	207.80	
	IIB	199.25	
	IIIA	185.31	
	IIIB	180.32	
	IV	192.26	
	VA	167.33	
	VB	161.21	
Group B: <ul style="list-style-type: none">Business <p>{Examples: Airport traffic control towers, Animal hospital, Banks, Barber and Beauty Shops, Car wash, Civic administration, Clinic (outpatient), Dry cleaning and laundries, Electronic data entry, Motor vehicle showrooms, Post offices, Print shops, Professional services, Radio/TV stations, Telephone exchanges.}</p>	IA	195.88	
	IB	188.76	
	IIA	182.90	
	IIB	173.98	
	IIIA	159.08	
	IIIB	153.13	
	IV	167.31	
	VA	139.76	
	VB	133.67	
Group E: <ul style="list-style-type: none">Educational <p>{Examples: Accessory to places of religious worship, Day care facilities, also within religious worship, Five or fewer children receiving day care, Five or fewer in a dwelling unit, Storm shelters in Group E Occupancy.}</p>	IA	207.44	
	IB	200.32	
	IIA	195.11	
	IIB	186.22	
	IIIA	173.62	
	IIIB	164.85	
	IV	179.83	
	VA	151.63	
	VB	147.30	

Group F: <ul style="list-style-type: none"> F-1 Factory and industrial, moderate hazard <p>{Examples: Athletic equip, automobiles and other motor vehicles, bakeries, beverages (over 20% alcohol), Bicycles, Boats, cameras, canvas, carpets, clothing, construction mach, disinfectants, dry cleaning/dyes, Electronics Energy source sys, Furniture, Hemp/Jute products, laundries, Machinery, Metals, Millwork, others}</p>	IA	115.30	
	IB	109.99	
	IIA	103.87	
	IIB	99.84	
	IIIA	89.72	
	IIIB	85.56	
	IV	95.69	
	VA	73.79	
	VB	69.57	
<ul style="list-style-type: none"> F-2 Factory and industrial, low hazard <p>{Examples: Beverages (up to and including 20% alcohol content) Brick/masonry, Ceramic products, Foundries Glass Products, Gypsum, Ice, Metal products}</p>	IA	114.30	
	IB	108.99	
	IIA	103.87	
	IIB	98.84	
	IIIA	89.72	
	IIIB	84.56	
	IV	94.69	
	VA	73.79	
	VB	68.57	
Group H: <ul style="list-style-type: none"> H-1 High Hazard, explosives 	IA	107.85	
	IB	102.54	
	IIA	97.43	
	IIB	92.40	
	IIIA	83.50	
	IIIB	78.33	
	IV	88.25	
	VA	67.57	
	VB	N.P.	
<ul style="list-style-type: none"> H234 High Hazard 	IA	107.85	
	IB	102.54	
	IIA	97.43	
	IIB	92.40	
	IIIA	83.50	
	IIIB	78.33	
	IV	88.25	
	VA	67.57	
	VB	62.34	
<ul style="list-style-type: none"> H-5 HPM <p>{Examples: See Section 307}</p>	IA	195.88	
	IB	188.76	
	IIA	182.90	
	IIB	173.98	
	IIIA	159.08	
	IIIB	153.13	
	IV	167.31	
	VA	139.76	
	VB	133.67	
Group I: <ul style="list-style-type: none"> I-1 Institutional, supervised environment 	IA	194.98	
	IB	188.36	

<p>{Examples: Alcohol/drug centers, Assisted living, Congregate care facilities, Group homes, Halfway houses, Residential board/care facilities, Social rehabilitation.}</p> <ul style="list-style-type: none"> • I-2 Institutional, hospitals <p>{Examples: Foster care facilities, Detoxification, Hospitals, Nursing homes, Psychiatric hospitals.}</p> <ul style="list-style-type: none"> • I-2 Institutional, nursing homes <ul style="list-style-type: none"> • I-4 Institutional, restrained <p>{Examples: Correctional centers, Detention centers, Jails, Prerelease centers, Prisons, Reformatories.}</p> <ul style="list-style-type: none"> • I-5 Institution, daycare facilities 	IIA	182.90	
	IIB	175.20	
	IIIA	161.40	
	IIIB	157.01	
	IV	175.29	
	VA	144.58	
	VB	140.08	
	IA	327.69	
	IB	320.57	
	IIA	314.72	
<ul style="list-style-type: none"> • I-2 Institutional, nursing homes 	IIB	305.80	
	IIIA	289.87	
	IIIB	N.P.	
	IV	299.12	
	VA	270.56	
	VB	N.P.	
	IA	227.45	
<ul style="list-style-type: none"> • I-4 Institutional, restrained 	IB	220.33	
	IIA	214.47	
	IIIB	205.56	
	IIIA	191.65	
	IIIB	N.P.	
	IV	198.88	
	VA	172.34	
<ul style="list-style-type: none"> • I-5 Institution, daycare facilities 	VB	N.P.	
	IA	222.66	
	IB	215.54	
	IIA	209.69	
	IIIB	200.77	
	IIIA	187.11	
	IIIB	180.16	
<ul style="list-style-type: none"> • I-5 Institution, daycare facilities 	IV	194.09	
	VA	167.80	
	VB	159.71	
	IA	194.88	
	IB	188.36	
	IIA	182.90	
	IIIB	175.20	
<p>Group M:</p> <ul style="list-style-type: none"> • Mercantile <p>{Examples: Department stores, Drug stores, Greenhouses for display, Markets, Motor fuel dispensing, Retail or wholesale stores, sales rooms.}</p>	IIIA	161.40	
	IIIB	157.01	
	IV	175.29	
	VA	144.58	
	VB	140.08	
	IA	141.54	
	IB	136.19	
<p>Group M:</p> <ul style="list-style-type: none"> • Mercantile <p>{Examples: Department stores, Drug stores, Greenhouses for display, Markets, Motor fuel dispensing, Retail or wholesale stores, sales rooms.}</p>	IIIA	130.80	
	IIIB	124.45	
	IIIA	114.24	

		IIIB	110.73	
		IV	118.45	
		VA	98.74	
		VB	94.83	
Group R:				
• R-1 Residential, hotels		IA	196.81	
		IB	190.20	
		IIA	184.74	
		IIB	177.03	
{Examples: Boarding houses, Congregate, Hotels, Motels, Lodging houses (<i>transient</i>)} • R-2 Residential, multiple family		IIIA	162.97	
		IIIB	158.58	
		IV	177.13	
		VA	146.15	
		VB	141.65	
{Examples: Apartment houses, Congregate living, Boarding houses (<i>non-transient</i>), Convents, Dormitories, Emergency living quarters, Fraternities and Sororities, Monasteries.} • R-3 Residential, one and two family		IA	165.05	
		IB	158.44	
		IIA	152.98	
		IIB	145.27	
		IIIA	132.00	
		IIIB	127.61	
		IV	145.37	
		VA	115.18	
		VB	110.68	
{Examples: Building that do not contain more than two dwelling units, Care facilities 5 or fewer, Convents, Dormitories, Emergency service, Lodging houses 5 or fewer, Hotels/Motels (<i>non-transient</i>) 5 or fewer.} • R-4 care/assisted living facilities		IA	154.04	
		IB	149.85	
		IIA	145.98	
		IIB	142.32	
		IIIA	137.11	
		IIIB	133.50	
		IV	139.93	
		VA	128.29	
		VB	120.75	
{Examples: Alcohol and drug centers, Assisted living, Congregate, Group homes, Halfway houses, Residential board and care facility}		IA	194.98	
		IB	188.36	
		IIA	182.90	
		IIB	175.20	
		IIIA	161.40	
		IIIB	157.01	
		IV	175.29	
		VA	144.58	
		VB	140.08	
Group S:				
• Storage, moderate hazard		IA	106.85	
		IB	101.54	
		IIA	95.43	
{Examples: Aircraft hanger (storage/repair), Baskets, Books, Shoes, Clothing, Furniture, Grains, Leather, Lumber, others.}		IIB	91.40	
		IIIA	81.50	
		IIIB	77.33	
		IV	87.25	
		VA	65.57	

<ul style="list-style-type: none"> Storage, low hazard <p>{Examples: Asbestos, Cement in bags, Empty Cans, Glass, Metal cabinets Mirrors, Porcelain and pottery, Stoves, Washer/Dryers, others.}</p>	VB	61.34	
	IA	105.85	
	IB	100.54	
	IIA	95.43	
	IIB	90.40	
	IIIA	81.50	
	IIIB	76.33	
	IV	86.25	
	VA	65.57	
	VB	60.34	
Group U:			
<ul style="list-style-type: none"> U Utility, miscellaneous <p>{Examples: Barns, Carports, Fences, Grain silos, Livestock shelters, Private garages, Sheds, Stables, Tanks, Towers.}</p>	IA	83.66	
	IB	79.00	
	IIA	74.06	
	IIB	70.37	
	IIIA	63.47	
	IIIB	59.32	
	IV	67.24	
	VA	50.19	
	VB	47.80	

FEE DESCRIPTION		CURRENT BASE FEE**	ADDITIONS, LIMITS & NOTES
Amendments to the International Building Code, 2018 edition			
Total Valuation	Schedule of Building Permit Fees		Notes:
\$1 to \$500	\$41.13		
\$501 to \$2,000	\$41.13 for the first \$500 plus \$5.34 for each additional \$100, or fraction thereof, to and including \$2,000		
\$2,001 to \$25,000	\$121.19 for the first \$2,000 plus \$24.50 for each additional \$1,000, or fraction thereof, to and including \$25,000		
\$25,001 to \$50,000	\$684.25 for the first \$25,000 plus \$17.68 for each additional \$1,000, or fraction thereof, to and including \$50,000		
\$50,001 to \$100,000	\$1,126.56 for the first \$50,000 plus \$12.25 for each additional \$1,000, or fraction thereof, to and including \$100,000		
\$100,001 to \$500,000	\$1,739.06 for the first \$100,000 plus \$9.80 for each additional \$1,000, or fraction thereof, to and including \$500,000		
\$500,001 to \$1,000,000	\$4,688.95 for the first \$500,000 plus \$8.31 for each additional \$1,000, or fraction thereof, to and including \$1,000,000		
\$1,000,001 to and up	\$9,815.31 for the first \$1,000,000 plus \$6.39 for each additional \$1,000, or fraction thereof		
PLUS: Plan Review fee on all permits:	<i>Permits will also be charged a plan review fee of 65% of the building permit fee which is due at the time of submittal</i>		

OTHER INSPECTIONS AND FEES:**		
Inspections outside normal business hrs	\$90.47-per hour	Minimum charge 2 hours
Administrative hourly fee	\$90.47-per hour	Minimum ½ hour
Reinspection/re-review fees (after 2)	\$90.47-per hour	
Inspection fees where no fee is indicated	\$90.47-per hour	Minimum ½ hour
Additional Plan Review required by changes, additions, deferrals, alterations or revisions to plans	\$90.47-per hour	Minimum 1 hour
Residential Solar Flat Fee	\$165.00	

If processed through SolarApp+	\$140.00	Instant permitting app
Inspection requests that are not ready or did not call to cancel before 8 AM	\$90.47-per hour	Minimum 1 hour
Commercial Solar	Actual cost	Based on estimated staff time
Demolition Fee	\$110 Residential \$210 Commercial	
Tenant Occupancy Permit (TOP)	\$100.00 plus review time	Minimum ½ hour
Temporary Certificate of Occupancy (TCO) Non-Refundable fee- Commercial: Residential:	\$500.00* \$200.00*	PLUS, bond in the equal amount of all unfinished work. (See TCO App/Info) *Occupancy without approval will be charged double TCO fee
Unpermitted Work (fine)	Double building fee	
Outside Consultant for Plan review or Inspections	Actual Costs	Including admin and overhead costs.
One time permit extension	½ cost of original Building fee	Additional extensions at the discretion of Building Official

**Permits in which no fee is established will be calculated based on the valuation provided by licensed contractors. An itemized proposal/bid (labor and material) may be requested at the discretion of the Building Official.

MECHANICAL FEES	
MECHANICAL BASE FEE (plus fixture fees)	\$45.24
Air Handlers <= 10,000 CFM	\$13.00 ea
Air Handlers > 10,000 CFM	\$23.65 ea
Appliance Vent	\$9.90
Boilers & Compressors > 1,000,000 BTU's	\$82.50
Boilers & Compressors > 100,000 BTU's	\$41.25
Boilers & Compressors <= 100,000 BTU's	\$20.26
Evaporative Coolers	\$16.50 ea
Floor Furnace <= 100,000 BTU's	\$16.50 ea
Floor Furnace > 100,000 BTU's	\$21.45 ea
Gas 1-4 Outlets	\$6.60 ea
Gas over 4 Outlets	\$3.30 ea
Incinerator Industrial	\$151.50
Miscellaneous Appliance	\$10.45 ea
Suspended Heater	\$17.60 ea
Vent Exhaust Hood	\$11.00 ea
Ventilation & Exhaust Single Duct	\$9.90 ea

PLUMBING FEES

PLUMBING BASE FEE (Plus fixture fees)	\$45.24
Gas 1-5 Outlets	\$5.50 ea
Gas Over 5 Outlets	\$2.20 ea
Backflow Preventer <= 2"	\$19.80
Backflow Preventer > 2"	\$39.60
Grey Water	\$44.00
Rain Water	\$13.20 ea
Water Heaters	\$10.45 ea
Atmospheric Vacuum Breakers 1-5	\$5.50
Atmospheric Vacuum Breakers >5	\$1.10 ea
Cross Connection Test Reclaimed Water	\$49.50
Fixtures	\$7.70
Lawn Sprinkler System	\$9.90
Repair or Alteration	\$16.50
Sewer Fee	\$22.00

ELECTRICAL FEES

ELECTRICAL BASE FEE (Plus fixture fees)	\$45.24
Temp Power	\$110.00
Commercial Appliance <1 hp	\$10.45 ea
Light Fixture <20	\$5.50 ea
Light Fixture >20	\$3.30 ea
Power Apparatus >10	\$16.50 ea
Power Apparatus >10 < 50	\$19.50 ea
Receptacles, switches < 20	\$1.10 ea
Receptacles, switches >20	\$0.71 ea
Residential Appliance	\$7.42 ea
Service < 200 Amps	\$51.97
Service > 200 < 1000 Amp	\$71.50 ea
Electric Sign	\$45.24 ea
Temp Power Pole	\$71.50 ea

SCHEDULE OF FEES FOR PLANNING SERVICES

APPLICATION TYPE	FEES
PRELIMINARY APPLICATION	
Code Review	\$100.00
Code Review (Re-submittal at Applicant's request w/in 6 months of original submittal	\$25.00
ZONING	
Rezoning:	
Commercial, Industrial, Residential, etc.	\$1,700 (50 acres) plus \$55.00 (\$85.00 for Commercial and Industrial) for each additional acre
PAD (Planned Area Development) less than 5 acres	
PAD (Planned Area Development) 5 acres or greater in area	\$1,700 (50 acres) plus \$55.00 per acre up to 10 acres plus \$2.00 per each acre over 10
<u>PAD Amendment - Minor</u>	\$500.00 <u>\$575.00</u>
<u>PAD Amendment – Major</u>	\$750.00 <u>\$825.00</u>
USE PERMIT/VARIANCE LAND USE & PERMITTING	
<u>Zoning Clearance</u>	<u>\$100.00</u>
<u>Design Review (DR) Administrative Review or Planning and Zoning Commission</u>	<u>\$350.00</u>
<u>Historic Preservation Development (Design) Review</u> <u>Certificate of Appropriateness (CoA) Administrative Review or</u> Historic Preservation Commission	\$350.00
<u>When an applicant is required to submit for DR and CoA for the same project, only one \$350.00 fee will be charged.</u>	
<u>Modifications/Renewals (Design Review, Conditional Use Permit, Certificate of Appropriateness)</u>	<u>\$175.00</u>
<u>Use Permit</u> <u>Conditional Use Permit – Residential Use (Single-Family)</u>	\$350.00 <u>400.00</u> – Residential Use (Single-Family Dwelling Unit) \$800.00 – All Other (i.e. Multi-Unit Residential, Commercial, Industrial, Mixed Use, etc.)
Conditional Use Permit – All Other (i.e. Multi-Unit Residential, Commercial, Industrial, Mixed Use, etc.)	\$800.00
<u>Variance – Residential Use (Single-Family)</u>	\$350.00 <u>400.00</u> – Residential Use (Single-Family Dwelling Unit) \$800.00 – All Other (i.e. Multi-Unit Residential, Commercial, Industrial, Mixed Use, etc.)
Variance – All Other (i.e. Multi-Unit Residential, Commercial, Industrial, Mixed Use, etc.)	\$800.00

SUBDIVISION FEES	
Subdivision Sketch Plan Review	\$0.00
Preliminary Plat	\$1,500.00 plus \$25.00 per lot
Final Plat	\$1,000.00 plus \$20.00 per lot
Subdivision Major Plat Amendment (initiated after final plat approval)	\$500.00 <u>600.00</u> plus \$20.00 per lot
Subdivision Minor Plat Amendment (Administrative Approval after Final Plat approval)	\$350.00 <u>450.00</u>
Planned Area Development (PAD) - Minor Amendment	\$500.00
Planned Area Development (PAD) - Major Amendment	\$750.00
Land Split (Minor Land Division)	\$100.00 <u>150.00</u>
Lot Line Adjustment	\$100.00
DESIGN REVIEW	
Development (Design) Review (DR) Planning & Zoning Commission	\$350.00
Historic Preservation Development (Design) Review- Historic Preservation Commission	\$350.00
GENERAL PLAN	
General Plan Amendment – Minor	\$2,000 <u>2,200.00</u>
General Plan Amendment – Major	\$2,500 <u>2,750.00</u>
MODIFICATIONS/RENEWALS	
Design Review, Conditional Use Permit, Signs	\$175.00
CONTINUANCE, TABLED AND APPEALS	
Continuance:	
-Before advertisement and notifications	\$0.00
-After advertisement and new legal notice is required	\$250.00
Appeal of Planning and Zoning Commission <u>or</u> Historic Preservation Commission to City Council:	
-Residential (Single Family Dwelling Unit)	\$150.00 <u>250.00</u>
-Multi Unit Residential, Commercial, Industrial, Mixed use	\$500.00
Appeal of Administrative Decision:	
-Residential (Single Family Dwelling Unit)	\$200.00 <u>250.00</u>
-Multi Unit Residential, Commercial, Industrial, Mixed use	\$350.00 <u>500.00</u>
OTHER FEES	
Zoning Verification Letter	\$170.00
Consultant Fees	100% of City's cost for outside consultant review
Annexations	\$0.00
Temporary Use Permit/Special Event Permit	Category A TUP - Commercial: \$50 Category B SEP Commercial:

\$100
 Category C TUP-City
 Sponsored: \$25
 Category D SEP-City
 Sponsored: \$50
 Category E TUP- Tax Exempt
 501(c)(3): \$0
 Category F SEP- Tax Exempt
 501(c)(3): \$0 \$100.00

SIGNS

0-20 Square Feet	\$75.00 100.00
21-40 Square Feet	\$100.00 125.00
40+ Square Feet	\$125.00 150.00
Temporary Sign Permit (Banner sign up to 32 sq. Ft. allowed for 30 consecutive days. Additional 30 days to be considered with applicant written request at no additional cost).	\$25.00
Comprehensive Sign Plan	\$200.00 225.00
A-frame and Portable Signs	\$50.00 Annual fee (January) 75.00 one-time fee
Wayfinding Signs (renewable on January for a \$25.00 fee per business)	\$75.00 100.00 initial and \$25.00 Annual fee (January) per business one-time fee
Kiosk Advertisement Signs	\$50.00 75.00 annual fee

COPIES OF PLANS, MAPS, ORDINANCES, ETC

Zoning Map (Large Color) 34" X 44"	\$60.00
Zoning Map (Small Color) 24" X 44"	\$30.00
Zoning Ordinance (binder version)	\$30.00
Ordinance Updates	\$0.25 per single side page
CD (Compact Disk) with Zoning Ordinance, Zoning Map and General Plan	\$10.00
General Plan	Available on City Website



Inspiring a Vibrant Community

City of Cottonwood Community Development

Planning Division Refund Policy

City Council Adoption **May 20, 2025**

Effective Date **July 1, 2025**

Planning Division fees have been adopted by City Council to cover the cost of provided services. Included in the adopted ordinance are provisions for the refund of monies when an application/permit is withdrawn prior to completion of the process or due to duplication or departmental error. No refunds are processed for expired applications or permits.

All refund requests are subject to staff review and approval. A refund must be requested in writing, by the applicant, for consideration. This request for refund shall be filed by the original permittee not later than 180 days after the date of the fee payment. The time limit for a refund request shall be extended in conjunction with a staff approved extension of an application/permit, not to exceed one year. Monies are refunded to original payor only, unless written authorization is included in the request granting permission to refund fees to another party. All refunds will be done electronically or by check; refunds for less than \$5.00 will not be processed.

1. Commission/Board/Council/Administrative Review and Public Hearings

- | | |
|--|-------------|
| • Application Accepted – No Processing | 100% Refund |
| • Application Accepted – Review begun or revisions requested | 50% Refund |
| • Application Accepted – Advertising and Posting done or staff reports submitted | No Refund |
| • Fees charged in error | 100% Refund |

2. Staff Review and Meeting Requests

- Application Accepted – No Processing 100% Refund
- Application Accepted – Review begun or revisions requested or meeting scheduled 50% Refund
- Application Accepted – Meeting completed or requested service completed No Refund
- Fees charged in error 100% Refund

3. Planning Permits and Zoning Clearance

- Permit Application Accepted – No Processing 100% Refund
- Permit Application Accepted – Review begun or revisions requested 50% Refund
- Permit Application Accepted – Permit is in issued state No Refund
- Fees charged in error 100% Refund



Inspiring a Vibrant Community

City of Cottonwood Building Department

Building Division Refund Policy

1. Valuation-Based Permits (Commercial & Residential)

- Plan Review Fees are **non-refundable**.
- Building Fees and Capacity Fees are eligible for a refund up to **100%** if construction/work has not begun.
- If the project/work has been initiated, refunds will be determined based on the percentage of project completion, subject to the approval of the Building Official and the Director of Community Development.

2. Fixed-Fee Projects

- If the work has not been initiated, a **refund of up to 75%** may be available.

3. Residential Solar Permits

- **No refund** is available for standard Residential Solar permits.
- Residential SolarApp projects that have not commenced are eligible for a **75% refund**.

All refund requests are subject to review and approval. Please contact the Building Department for further details or to initiate a refund request. No refunds will be processed for expired applications or permits, except for Impact Fees.

A refund must be requested in writing, by the applicant, for consideration. This request for refund shall be filed by the original permittee not later than 180 days after the date of fee payment. The time limit for a refund request shall be extended in conjunction with an application/approved permit extension for permits where no construction has begun, not to exceed one (1) year. Monies are refunded to original payor only, unless written authorization is included in the request granting permission to refund fees to another party.

2025 PROPOSED FEE SCHEDULE - PLANNING and ZONING

APPLICATION TYPE	COTTONWOOD (Current)	RECOMMENDED (Tentative Effective July 1, 2025)	CAMP VERDE (Effective July 1, 2024)	CHINO VALLEY (Tentative Effective July 1, 2025)	CLARKDALE (Approved July 9, 2024)	YAVAPAI COUNTY (Effective January 2025)	PAYSON (Effective July 1, 2024)	CITY OF PRESCOTT (July 1, 2024 - June 30, 2025)	PRESCOTT VALLEY (Effective October 28, 2023)	FLAGSTAFF (Adopted June 20, 2017)
PRELIMINARY APPLICATION:										
CODE REVIEW	\$100.00	No Increase			\$300.00 (Site Plan Review Fee)	Preliminary Planning Meeting (Residential Use \$0) (Commercial, Industrial, Subdivision \$150.00)	N/A	N/A	N/A	
CODE REVIEW (Modification to previous submittal)	\$25.00	No Increase	N/A	N/A	\$300.00 (Site Plan Review Fee)		N/A	N/A	N/A	\$400.00
ZONING:										
REZONING (Commercial, Industrial, residential, etc.)	\$1700.00 (50 ACRES) + \$55.00 (\$85.00 FOR COMMERCIAL, AND INDUSTRIAL)FOR EACH ADDITIONAL ACRE	No Increase	\$1,840 + \$100.00 per acre over 5 acres (Maximum 25 acres)		\$1,000.00 + \$20.00 per acre	Residential (R1L, RMM, R1, RCU, OS): \$700.00 + \$20.00 per acre Maximum fee of \$2,200.00	\$2,000.00		Residential: \$428.00 + \$16.05 per acre Non-Residential/Commercial: \$1,337.50 + \$16.05 per acre	
REZONING (PAD 5 acres or less)	\$1700.00 (50 ACRES) + \$55.00 (\$85.00 FOR COMMERCIAL, AND INDUSTRIAL)FOR EACH ADDITIONAL ACRE	No Increase	\$5,000.00 + \$200.00 per acre over 5 acres (Maximum 25 acres)	Residential (\$1,500 + \$20.00 per acre) Commercial (\$1,200.00 + \$30.00 per acre)	Preliminary Development Fee (\$1,700.00 + \$55.00 per acre)	N/A		Application Fee \$2,295.92 Per Acre Fee \$28.22	Tier II Res: \$535.00 + \$16.05 per acre Tier II Non-Res/Com: \$1,337.50 + \$16.05 Tier III: \$1,605.00 + \$37.45 per acre	Large Scale \$7,365.00 OR \$155.00 per acre
REZONING (PAD-more than 5 acres)	\$1700.00 (50 ACRES) + \$55.00 PER ACRE UP TO 10 ACRES + \$2.00 PER ACRE OVER 10 ACRES	No Increase	\$5,000.00 + \$200.00 per acre over 5 acres (Maximum 25 acres)		Zoning map changes + \$500.00 General Plan Amendment + \$500.00 to \$750.00	N/A	\$2,500 (Base) + \$400.00 (Development Master Plan Fee)			Medium Scale \$5,010.00 OR \$155.00 per acre Small Scale \$3,265.00 OR \$155.00 per acre Multi Phase \$7,365.00 OR \$155.00 per acre
PAD AMENDMENT - Minor	\$500.00	\$575.00	\$500.00	N/A	Revisions \$250.00 + \$5.00 per acre	N/A	N/A		\$267.50	
PAD AMENDMENT - Major	\$750.00	\$825.00	50% of Rezone to PAD fee + Fire Marshal Review Fee	N/A		75% of current full fee	N/A	Master Plan Amendment \$1,026.11	Residential: \$321.00 + \$10.70 per lot Non-Residential/Commercial: \$321.00 + \$37.45 per acre	

2025 PROPOSED FEE SCHEDULE - PLANNING and ZONING

APPLICATION TYPE	COTTONWOOD (Current)	RECOMMENDED (Tentative Effective July 1, 2025)	CAMP VERDE (Effective July 1, 2024)	CHINO VALLEY (Tentative Effective July 1, 2025)	CLARKDALE (Approved July 9, 2024)	YAVAPAI COUNTY (Effective January 2025)	PAYSON (Effective July 1, 2024)	CITY OF PRESCOTT (July 1, 2024 - June 30, 2025)	PRESCOTT VALLEY (Effective October 28, 2023)	FLAGSTAFF (Adopted June 20, 2017)
LAND USE & PERMITTING:										
ZONING CLEARANCE	N/A	\$100.00	\$90.00 to \$325.00	Land Use Permit: \$75.00	N/A	Range based on project type and size: \$50.00 to \$5,000.00	Administrative Relief/Review: \$100.00	N/A	Range based on project type and sq. ft.: \$26.75 to \$535.00	Minor Improvement Permit \$80.00
DESIGN REVIEW (P&Z Commission Review) (When applicant required to submit for DR and CoA only one \$350 fee to be charged)	\$350.00	No Increase	\$2,500 + additional fees (Development Standards Review)	Site Plan Review: \$250.00	\$350.00	N/A	Façade Changes and Minor Additions: \$250.00 Paint Color Approval: \$50.00 New Projects: \$700.00	Admin \$65.00 Council \$961.98	N/A	Site Plan Review \$2,550
CERTIFICATE OF APPROPRIATENESS (HPC Review) (When applicant required to submit for DR and CoA only one \$350 fee to be charged)	\$350.00 (Previously referred to as HPC Design Review)	No Increase	N/A	N/A	N/A	N/A	N/A	\$160.33	N/A	\$65.00
MODIFICATIONS/ RENEWALS: (Design Review, Conditional Use Permit, Certificate of Appropriateness)	\$175.00	No Increase	N/A	N/A	N/A	N/A	N/A	N/A	Before Expiration: \$133.75 After Expiration: \$267.50	\$1,555.00
VARIANCE (Residential, Single-Family Residential)	\$350.00	\$400.00	\$540.00	\$500.00 + \$115.00 advertisement fee	\$500.00	N/A	\$600.00	\$1,250.57	\$214.00	\$1,140.00
VARIANCE (Multi-Family Residential, Commercial, Industrial, Mixed Use, etc.)	\$800.00	No Increase	\$865.00	\$500.00 + \$115.00 advertisement fee	\$800.00	N/A	\$750.00	\$1,250.57	\$267.50	\$1,140
CONDITIONAL USE PERMITS- (Non-Commercial Residential, Single Family Residential)	\$350.00	\$400.00	\$1,840.00 + Fire Marshall Review Fee	\$1,000.00 OR \$20.00 per acre	\$800.00	N/A	\$600.00	\$1,250.57	\$267.50	\$3,000.00
CONDITIONAL USE PERMIT (All other I.E. Multi-unit residential, Commercial, Industrial, Mixed Use, Etc.)	\$800.00	No Increase	\$1,840.00 + Fire Marshall Review Fee		\$800.00	N/A	\$900.00	\$1,250.57	Non-Residential/Commercial: \$267.50 Telecommunications: \$428.00	\$3,000.00

2025 PROPOSED FEE SCHEDULE - PLANNING and ZONING

APPLICATION TYPE	COTTONWOOD (Current)	RECOMMENDED (Tentative Effective July 1, 2025)	CAMP VERDE (Effective July 1, 2024)	CHINO VALLEY (Tentative Effective July 1, 2025)	CLARKDALE (Approved July 9, 2024)	YAVAPAI COUNTY (Effective January 2025)	PAYSON (Effective July 1, 2024)	CITY OF PRESCOTT (July 1, 2024 - June 30, 2025)	PRESCOTT VALLEY (Effective October 28, 2023)	FLAGSTAFF (Adopted June 20, 2017)
SUBDIVISION:										
PRELIMINARY PLAT	\$1,500.00 + \$25.00 per lot	No Increase	\$1,080.00 (w/ZMC) or \$2,165.00 (+ Fire Marshall Review Fee for first 10 lots + \$13.00 per lot over 10)	\$2,400.00 base + \$50.00 per lot + \$115.00 advertisement fee	\$1,500.00 + \$25.00 per lot	\$1,100.00 + \$20.00 per lot	10 or less lot/tract/parcel: \$600.00 + \$50.00 per lot/tract/parcel More than 10 lot/tract/parcel: \$2,000.00 + \$50.00 per lot/tract/parcel	Admin Fee \$2,565.27 Per Lot Fee \$115.44	\$802.50 + \$10.70 per lot	\$5,395 or \$145.00 per lot
FINAL PLAT	\$1,000.00 + \$20.00 per lot	No Increase	\$1,515.00 for first 10 lots + \$13.00 per lot over 10		\$1,000.00 + \$20.00 per lot	\$900.00 + \$15.00 per lot	\$2,300.00 + \$50.00 per lot/tract/parcel	Admin Fee \$1,282.64 Per Lot Fee \$32.07	\$401.25 + \$5.35 per lot	\$1,840.00
MINOR PLAT AMENDMENT Administrative approval after Final Plat approved	\$350.00	\$450.00	\$905.00 for first 10 lots + \$13.00 per lot over 10	N/A	\$500.00 + \$10.00 per lot	N/A		\$32.48	\$267.50	Preliminary Plat Amendment: \$935.00
MAJOR PLAT AMENDMENT - Applicant Initiated after final plat approval	\$500.00 + \$20.00 PER LOT	\$600.00 + \$20.00 PER LOT		N/A	\$500.00 + \$20.00 per lot	N/A	50% of original fee	\$320.66	Major (Residential): \$321.00 + \$10.70 per lot Major (Non-Res/Com): \$321.00 + \$37.45 per acre	N/A
LAND SPLIT (Minor Land Division)	\$100.00	\$150.00	\$310.00	\$300.00 base + \$50.00 per lot	\$100.00 (less than 2.5 acres or fewer than 3 parcels) \$350.00	\$150.00 per parcel created	\$250.00	\$448.92	\$214.00	\$565.00
LOT LINE ADJUSTMENT	\$100.00	No Increase	\$310.00	\$300.00 base + \$50.00 per lot	\$50.00	\$150.00 per affected parcel	\$100.00	N/A	N/A	Boundary Adjustment \$175.00
GENERAL PLAN:										
GENERAL PLAN AMENDMENT Minor	\$2,000.00	\$2,200.00	\$1,840.00	\$5,000.00 + advertisement fee	\$2,000.00	\$1000.00	\$2,500.00	\$2295.92	\$321.00	(w/rezoning \$5,630) (w/ rezoning per acre \$320.00)
GENERAL PLAN AMENDMENT Major	\$2,500.00	\$2,750.00	\$1,840.00	\$10,000.00 + advertisement fee	\$2,500.00	\$1000.00 + \$10.00 per acre (\$7,400.00 maximum)	\$4,000.00	\$3,847.91	\$535.00	\$3,340.00
CONTINUANCE, TABLED AND APPEALS:										
TIME EXTENSION (CONTINUANCE) APPLICANT REQUEST - <u>BEFORE ADVERTISEMENT AND NOTIFICATION</u>	\$0.00	No Increase	\$165.00	N/A	N/A	N/A	\$0.00	N/A	N/A	\$500.00
TIME EXTENSION (CONTINUANCE) APPLICANT REQUEST TO CONTINUE OR TABLE- <u>AFTER</u> ADVERTISEMENT AND NEW LEGAL NOTICE IS REQUIRED	\$250.00	No Increase	\$325.00	N/A	\$100.00	Re-Advertising: \$300.00	\$55.00	N/A	N/A	\$500.00
APPEAL - RESIDENTIAL (P&Z or HPC to City Council)	\$150.00	\$250.00	\$540.00 (Refundable if decision overturned)		\$500.00	N/A	\$600.00	\$192.40	\$53.50	\$1,720.00
APPEAL - ALL OTHER (P&Z or HPC to City Council) (MULTI-USE RESIDENTIAL, COMMERCIAL, INDUSTRIAL, MIXED USE, ETC.)	\$500.00	No Increase	\$540.00 (Refundable if decision overturned)	Written Interpretation Appeal: \$1,500.00 + advertisement fee	\$500.00	N/A	\$600.00	\$192.40	\$53.50	\$1,720.00

2025 PROPOSED FEE SCHEDULE - PLANNING and ZONING

APPLICATION TYPE	COTTONWOOD (Current)	RECOMMENDED (Tentative Effective July 1, 2025)	CAMP VERDE (Effective July 1, 2024)	CHINO VALLEY (Tentative Effective July 1, 2025)	CLARKDALE (Approved July 9, 2024)	YAVAPAI COUNTY (Effective January 2025)	PAYSON (Effective July 1, 2024)	CITY OF PRESCOTT (July 1, 2024 - June 30, 2025)	PRESCOTT VALLEY (Effective October 28, 2023)	FLAGSTAFF (Adopted June 20, 2017)
APPEAL - RESIDENTIAL ADMINISTRATIVE DECISION (TO BOARD OF ADJUSTMENT)	\$200.00	\$250.00	\$540.00 (Refundable if decision overturned)	Written Interpretation Appeal: \$1,500.00 + advertisement fee	\$500.00	N/A	\$600.00	\$192.40	\$53.50	\$1,090.00
APPEAL - OTHER ADMINISTRATIVE DECISION (TO BOARD OF ADJUSTMENT)	\$350.00	\$500.00	\$540.00 (Refundable if decision overturned)		\$500.00	N/A	\$600.00	\$192.40	\$53.50	\$1,090.00
OTHER FEES:										
ZONING VERIFICATION LETTER	\$170.00	No Increase	\$260.00	\$200.00	N/A	Letter: \$50.00 Report: \$335.00	\$100.00 for first hour + \$100.00 for each additional hour Minimum \$10.00	\$96.20	N/A	\$100.00
TEMPORARY USE PERMITS	\$100.00	\$100.00 (Remove Special Event Permitting Categories)	N/A	N/A	N/A	New: \$190.00 Renewal: \$175.00	Range based on Average Retail Price of items to be sold: \$0 to \$100 = \$50.00 \$501 to \$750 = \$250.00 \$5,001 to \$7,500 = \$1,500.00	\$192.40	N/A	\$110.00
ANNEXATIONS	\$0.00	No Increase	N/A	Pre-Annexation Development Agreement: \$10,000.00 Annexation: \$500.00 per application OR \$75.00 per acre	\$5,000.00	N/A	\$500.00 PLUS \$100.00/ACRE OVER 5 ACRE. MAXIMUM OF \$3,000.00	Up to 249 acres \$3,206.59 250-999 acres \$25,000.00 1,000-1,999 ac \$50,000.00 2,000+ acres \$75,000.00	N/A	\$2,020.00
CONSULTANT FEES	100% of City's cost for outside consultant review	No Increase	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
SIGNS:										
SIGN 0-20 SQUARE FEET	\$75.00	\$100.00	\$65.00 to \$80.00 (+ \$30.00 for each additional sign over 2 signs)	\$125.00 per sign	Blanket Sign Permit (Real Estate) \$25.00 per year or \$3.00 per month. Monument Sign Permit \$50.00	\$200.00 per sign (Temporary, Permanent, On-Premise, Off-Premise)	Wall or Monument up to 32 sq.ft. \$100.00 Wall or Monument over 32 sq. ft. \$150.00	Sign permit minimum \$128.26 or \$2.24 per sq. ft.	Whichever is greater: 1.5% of the sign's value + \$0.15 per square foot OR \$15.00 Double the permit fee IF sign installed prior to permit issuance	\$90.00
SIGN 21-40 SQUARE FEET	\$100.00	\$125.00	\$65.00 to \$80.00 (+ \$30.00 for each additional sign over 2 signs)				Portable: \$50.00 Directional: \$5.00	\$96.20		
SIGN 41+ SQUARE FEET	\$125.00	\$150.00	\$65.00 to \$80.00 (+ \$30.00 for each additional sign over 2 signs)				N/A	\$833.71	N/A	\$700.00
TEMPORARY SIGN PERMIT Banner up to 32 Sq.Ft.	N/A	\$25.00 for 30 consecutive days (allow for 30 day extension with written request at no additional cost)	Flags and Banners: \$0	\$5.00 per month	\$25.00 per banner		N/A	N/A	N/A	N/A
COMPREHENSIVE/ MASTER SIGN	\$200.00	\$225.00	N/A	N/A	N/A		N/A	N/A	N/A	N/A
Wayfinding Signs	\$75.00 initial fee + \$25.00 Annual Fee January	No Increase	N/A	N/A	N/A		N/A	N/A	N/A	N/A
Kiosk Advertisement Signs	\$50.00 Annual Fee January	\$75.00 Annual Fee	N/A	N/A	N/A		N/A	N/A	N/A	N/A
A-FRAME AND PORTABLE SIGNS	\$50.00 ANNUAL FEE (JANUARY)	\$75.00 (one-time fee)	\$0.00	N/A	N/A		N/A	N/A	N/A	N/A

2025 PROPOSED FEE SCHEDULE - PLANNING and ZONING

APPLICATION TYPE	COTTONWOOD (Current)	RECOMMENDED (Tentative Effective July 1, 2025)	CAMP VERDE (Effective July 1, 2024)	CHINO VALLEY (Tentative Effective July 1, 2025)	CLARKDALE (Approved July 9, 2024)	YAVAPAI COUNTY (Effective January 2025)	PAYSON (Effective July 1, 2024)	CITY OF PRESCOTT (July 1, 2024 - June 30, 2025)	PRESCOTT VALLEY (Effective October 28, 2023)	FLAGSTAFF (Adopted June 20, 2017)
COPIES OF PLANS, MAPS, ORDINANCES, ETC.:										
GENERAL PLAN	AVAILABLE ON CITY WEBSITE	AVAILABLE ON CITY WEBSITE	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
ZONING MAP (LARGE COLOR) 34" X 44"	\$60.00	No Increase	N/A	\$30.00 (36" X 48")	N/A	N/A	N/A	N/A	N/A	N/A
ZONING MAP (SMALL COLOR) 24" X 36"	\$30.00	No Increase	N/A	\$25.00	N/A	N/A	N/A	N/A	N/A	N/A
ZONING ORDINANCE (BINDER VERSION)	\$30.00	No Increase	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
ORDINANCE UPDATES	\$0.25 per single side of page	No Increase	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Photocopy: \$0.50 per 2-sided page



BUILDING FEE SCHEDULE COMPARISON

COMMERCIAL PROJECTS				RESIDENTIAL PROJECTS			
Storage Facility		Restaurant		NSF		10 Unit Aptmnt	
S1	14,742 SF	A2	2,930 SF	R-3	2,500 SF	R-2	10,967 SF
Current Fees:		Current Fees:		Current Fees:		Current Fees:	
Building:	10,922.87	Building:	4,549.02	Building:	3,518.98	Building:	9,867.16
Plan Review:	7,099.86	Plan Review:	2,956.86	Plan Review:	2,287.34	Plan Review:	6,413.65
TOTAL:	18,022.73	TOTAL:	7,505.88	TOTAL:	5,806.32	TOTAL:	16,280.81
August 2018 Cost per Square Foot (proposed)							
2025 Fees:		2025 Fees:		2025 Fees:		2025 Fees:	
Building:	11,372.46	Building:	4,834.15	Building:	3,717.43	Building:	10,620.85
Plan Review:	7,392.10	Plan Review:	3,142.19	Plan Review:	2,416.33	Plan Review:	6,903.55
TOTAL:	18,764.56	TOTAL:	7,976.34	TOTAL:	6,133.76	TOTAL:	17,524.40
Camp Verde Costs (effective 07/01/2024):							
Building:	11,157.61	Building:	4,602.56	Building:	3,494.73	Building:	10,269.44
Plan Review:	7,252.45	Plan Review:	2,991.66	Plan Review:	2,271.57	Plan Review:	6,675.13
TOTAL:	18,410.06	TOTAL:	7,594.22	TOTAL:	5,766.30	TOTAL:	16,944.57
Yavapai County (2025)							
Building:	9,790.55	Building:	5,594.02	Building:	2,753.13	Building:	6,564.33
Plan Review:	6,363.85	Plan Review:	3,636.11	Plan Review:	1,789.53	Plan Review:	4,266.81
TOTAL:	16,154.40	TOTAL:	9,230.13	TOTAL:	4,542.66	TOTAL:	10,831.14
Payson (2025):							
Building:	9,764.09	Building:	6,311.49	Building:	3,226.22	Building:	10,905.56
Plan Review:	6,346.66	Plan Review:	4,102.47	Plan Review:	2,097.04	Plan Review:	7,088.61
TOTAL:	16,110.75	TOTAL:	10,413.96	TOTAL:	5,323.26	TOTAL:	17,994.17