

**City of Roberts
Resolution No. 2023-0808**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROBERTS, IDAHO
REPLACING AND ESTABLISHING A CITY FEE SCHEDULE AND CHARGES FOR ALL CITY
DEPARTMENTS AND ESTABLISHING POLICIES FOR COLLECTING FEES**

WHEREAS, the City incurs administrative costs in processing applications, enforcing codes, administering regulations, maintaining facilities, monitoring project development, engaging the public, reviewing proposals, providing support, and conducting required inspections; and

WHEREAS, the Roberts Municipal Code authorizes the establishment and adoption of fees to cover the administrative costs of reviewing applications for any service provided by the City of Roberts; and

WHEREAS, each department within the City of Roberts organization has quantified the costs of processing and administering each application specific to that department;

WHEREAS, the City of Roberts adopted Resolution 2023-0808 establishing the first citywide fee resolution on August 22, 2023;

WHEREAS, the effective date of this resolution shall be October 1, 2023; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the City Council of Roberts, Idaho that the City Council hereby rescinds all existing fee schedules established and adopted prior to the effective date of this resolution in their entirety and establishes a comprehensive fee schedule for all city fees in the sections provided below in this resolution.

SECTION 1: BUILDING DEPARTMENT FEES

Section 1-A: Building Permits Fee

Cost of Project	Fee
\$1 - \$5000	\$ 25.00
\$5000 - \$99,000	\$ 50.00
\$100,000 – 200,000	\$200.00
\$200,000+	\$250.00
Zone Change Application	\$50.00
Special Use Permit	\$50.00
Variance Request	\$50.00
Subdivision Application	
Preliminary Plat	\$300.00 + \$10.00 per lot
Final Plat	\$50.00
Certificate of Occupancy	\$50.00
Demolition of Permanent Structures	\$50.00
Remove or Place Mobile Home	\$50.00
Utility Connects	
Drinking Water	\$2000.00 + material costs and labor per connection
Sewer	\$2000.00 + material costs and labor per connection

Section 1-B: Building Permit Fee Policies

Application Required. Complete application for all permits for all services listed in Table 1-A shall be submitted to the City of Roberts prior to any review taking place by the City. Complete applications shall be included in the completed application form, all information and additional documents or materials required by ordinance and the application form, application fee, and any other information as required by ordinance or by the City Planner, City Engineer, or City Administrator. In their sole discretion, the City Planner or City Administrator may return any application deemed incomplete.

SECTION 2: PARKS DEPARTMENT FEES

Section 2-A: Parks Facility Rentals

Shelters	\$30.00/4hrs or \$50.00/8hrs
Cleaning Deposit (for all parks)	\$100/day (refundable)
Extra Picnic Tables	\$10 each
Extra Folding Chairs	\$1 each
Non- Shelter Rental Deposit for Tables and Chairs	\$100/day
Damages left by USER	Deposit will not be refunded

Section 2-B: Sponsors and Booths

Market Lake Day	
Information/Commercial Booth	\$50.00
Electric add on	\$10.00
Sponsorships	
Level 1 Sponsor	\$125.00
Level 2 Sponsor	\$250.00
Level 3 Sponsor	\$500.00
Event Sponsor	\$1000.00

SECTION 2-C: Cancellation/Refund Policy

After reservations have been made for park and recreational activities, events, programs:

- Cancellations of park facilities, such as shelters, are nonrefundable unless contract is voided by the City.
- Refunds for sponsors and booths may be issued at the sole discretion of the City Administrator for extenuating circumstances and conditions.

SECTION 3: PUBLIC WORKS DEPARTMENT FEES

Section 3-A: Monthly Charges for City Utility Services

1. Monthly Single Family Attached/Detached, Mobile Home, Duplex (per unit):	
SERVICE	RATE
Metered Water Service	\$40.62 ¹ \$0.70/1,000 gallons usage rate
Sewer	\$57.29 ¹
Sanitation	\$15.45

NOTES TO SECTION 2-A

1. The Base Rates for water and sewer include the following charges:
 Monthly base sewer rate is based on one ERU (equivalent residential unit) equal to \$57.29, which includes a Sewer Bond payment of \$21.00 per ERU. - Water Bond payment is \$13.00 per connection or business. - Sanitation does not have a bond payment.