

**297 ORDINANCE NO. 2022-15  
TOWN OF ALPINE  
BUILDING DEPARTMENT FEE SCHEDULE**

**AN ORDINANCE REPEALING AND REPLACING 241 ORDINANCE NO. 2016-04 TOWN OF ALPINE BUILDING DEPARTMENT FEE SCHEDULE FOR BUILDING APPLICATIONS AND PERMIT APPLICATIONS IN THE TOWN OF ALPINE. THIS ORDINANCE WILL ESTABLISH AN EFFECTIVE DATE AT ITS PASSING ON THE THIRD READING.**

**BE IT ORDAINED BY THE GOVERNING BODY OF THE TOWN OF ALPINE, LINCOLN COUNTY, WYOMING:**

**Section I: Building Department Fee Schedule**

**A. Permit/Application Type**

**Plan review by Town of Alpine building official is included in the base rate along with the required inspection fees, any additional inspections and/or re-inspections will be charged and/or billed to the property owner accordingly.**

**Plan Review Fee: A Separate plan review fee of One Hundred (\$100) Dollars per hour for all plan reviews conducted outside of the regular permit submissions will be assessed to all requests.**

**In addition to the permit fee (base rate and price per square foot) the Town reserves the right with specific findings, to have a 3<sup>rd</sup> party entity plan review conducted, at the expense of the applicant, this additional costs would be on any complex projects the Town deems necessary.**

<i><b>Building Fees</b></i>	<i><b>Base Rate</b></i>		<i><b>Plus Price per Square Foot</b></i>
Commercial Building Rates	\$1,200.00	<b>PLUS</b>	\$0.50/sq ft/unit Plus Credit Card on File for Reinspection
Multi-Unit Residential Rate	\$750/unit	<b>PLUS</b>	\$0.50/sq ft/unit Plus Credit Card on File for Reinspection
Residential (Single Family Unit)	\$750.00	<b>PLUS</b>	\$0.25/sq ft Plus Credit Card on File for Reinspection

***Remodel and/or Addition Permit or Garage Associated with Residential Structure***

**PLUS**

Remodeling	\$750.00		Plus Credit Card on File for Reinspection
Addition	\$750.00	\$0.25/sq ft	Plus Credit Card on File for Reinspection
Garage	\$750.00	\$0.25/sq ft	Plus Credit Card on File for Reinspection

***Remodel and/or Addition Permit or Garage Associated with Commercial Structure***

**PLUS**

Remodeling	\$600.00	\$0.25/sq ft	Plus Credit Card on File for Reinspection
Addition	\$1,200.00	\$0.25/sq ft	Plus Credit Card on File for Reinspection

***Minor Construction Permits***

Minor Construction Permits *	\$250.00
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\*Includes sheds, utility changes, window and wall installation, etc.

***Affidavits***

Fence Affidavit	\$100.00
Deck Affidavit	\$200.00
Shed Affidavit (Includes Greenhouses)	\$200.00
All Others	\$200.00

***Sign Permits***

***Base Rate***

Repainting Only	No Fee
Wall/Canopy	\$150.00
Free Standing	\$200.00
Permanent Banners - Fee/Banner	\$200.00
Temporary Banners – Fee/Banner "Allowed for 90 Days"	\$75.00

**Re - Inspection**

*If for any reason a project is not ready when the Building Official arrives, thus requiring a return to the project site by the Building Official to conduct an inspection or additional, the applicant will be charged accordingly for all additional visits.*

Residential	(fee per each re-inspection)	\$100.00	Residential – One (1) hr. minimum
Commercial	(fee per each re-inspection)	\$100.00	Commercial – One (1) hr. minimum

**Extension Permits**

1 <sup>st</sup> Permit Extension	<b>\$300.00</b>
2 <sup>nd</sup> Permit Extension	<b>\$400.00</b>

**Miscellaneous Permits**

Demolition	\$100.00
Temporary Use Permit (90 Day Use Only)	\$500.00
Special Hearing and/or Meeting of P & Z Commission	\$1,500.00

**Development Fees**

**Base Rate** **Plus Price Per Lot**

Variance \$1,500.00  
*Person requesting variance shall also pay all advertising separately.*

Zoning Map Amendments \$2,500.00  
*Person requesting rezone shall also pay for all advertising separately.*

Re-plats

Simple \$750.00

Minor \$1,500.00

Major (Fee is \$2,000 plus \$100/lot) \$2,500.00 Plus \$100/Lot

*Fees listed do not include all costs for advertising which will be billed directly to property owner along with all other out of ordinary expenses.*

*Charges for replating of subdivision applications shall commence at the above cost basis. There may be extra costs incurred, as determined by the Town of Alpine, as every project is unique and may incur additional costs.*

**Additional Fees**

If any of the above fees do not fully cover the total costs of processing any application and/or additional inspections or re-inspections, additional fees will be assessed pursuant to Section II of this Ordinance.

**SECTION II: PAYMENT/REFUNDS/WAIVER OF FEES.**

All fees are non-refundable. There shall be no waiver of fees. All Applicants shall be required to present a credit or debit card number and sign an authorization to allow the Town to keep the credit card information on file until a certificate of occupancy, or a sworn statement of the project inspector stating that the project is completed and has passed inspection, has issued or received by the Town. Any additional inspections shall be charged to the Applicant’s card upon seven (7) days notice, from the Administrator that additional inspections are required. Notice shall be mailed to the Applicant’s mailing address. All credit or debit card transactions shall be assessed an additional three percent (3%) charge for card processing fees. Visa, MasterCard and Discover are accepted.

**SECTION III: WATER AND SEWER CONNECTION FEES.**

In conjunction with the permit building permit application process and before a building permit is issued, all water and sewer connection fees must be paid in full.

**Section IV: Severability.**

If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate distinct and independent provision and such holding shall not affect the validity of the remaining portions of the ordinance.

**Section V: Ordinances Repealed.**

All ordinances and parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

**Section VI: Effective Date.**

This Ordinance shall become effective from the date of its passage.

Passed as amended on First Reading on the 19<sup>th</sup> day of July 2022.

VOTE:   5   YES   0   NO   0   ABSTAIN   0   ABSENT

Passed as amended on Second Reading on the 10<sup>th</sup> day of August 2022.

VOTE: 5 YES 0 NO 0 ABSTAIN 0 ABSENT

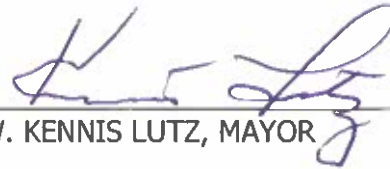
Passed and approved on the Third Reading on the 16<sup>th</sup> day of August 2022.

VOTE: 5 YES 0 NO 0 ABSTAIN 0 ABSENT

TOWN OF ALPINE

SIGNED: \_\_\_\_\_

W. KENNIS LUTZ, MAYOR



ATTEST:



SHARON L. BACKUS, CLERK/TREASURER

ATTESTATION OF THE TOWN CLERK

STATE OF WYOMING    )  
COUNTY OF LINCOLN    )  
TOWN OF ALPINE        )

I hereby certify that the forgoing 297 Ordinance No. 2022-16 shall be duly posted for ten (10) days in the Town Office.

I further certify that the foregoing Ordinance will be posted on the Town website in final form, upon its passing and approved by the Town Council as soon as is practicable.

I further certify that the forgoing Ordinance was duly recorded in the BOOK OF ORDINANCES VI, TOWN OF ALPINE, LINCOLN COUNTY, WYOMING.

ATTEST:



SHARON L. BACKUS, CLERK/TREASURER