

City of Sheridan 2023 Fee Schedule

All fees are non-refundable

ADMINISTRATION FEES	
GENERAL FEES	
Certification	\$5.00 plus \$.25 per page
Comprehensive Plan	\$50.00
Digital Media (disc, flash drive, etc.)	\$15.00
Maps (Color)	11x17 – Cost + 10% 24x36 – Cost + 10%
Maps (Black & White)	11x17 – Cost + 10% 24x36 – Cost + 10%
Municipal Code	\$250.00
Notary services	\$5.00 per document
Public Records	\$.25 per page/actual costs for non-standard page size
Reports (Bound), Drainage Standards, Irrigation Standards and Publications	\$20.00 each
Record Research Fees	\$33.58/hr. or portion thereof after the 1 st hour
Return Check Fees	\$30.00
Transcripts (Verbatim)	\$25.00 above cost
Zoning Code/Subdivision Code	\$25.00
BUSINESS LICENSE FEES	
Business Licenses	
Business Located within the City of Sheridan	\$215.00 per year
Business – No physical Location with the City	\$65.00 per year
Re-inspection of Premises	\$125.00 per hour (1 hour minimum)
Sales Tax	\$10.00 per year
Adult Entertainment Business	
Original Application Fee	\$1,000.00
License Renewal Fee	\$500.00
Adult Store – Annual License Fee	\$2,000.00
Adult Motion Picture Theater	\$2,000.00 per year
Adult Cabaret	\$2,000.00 per year
Adult Arcade	\$2,000.00 per year
Business License Fee	\$215.00 per year
Employee License	\$50.00
New Manager Registration	\$50.00
Background Investigation Fee for Applicant (Each Principal Owning 10% or more)	\$75.00
Amusement Devices	\$35.00 per year/per device

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CONTRACTOR BUSINESS LICENSE FEES		
Concrete and Form Contractor (Inc. Business License Fee)	\$140.00	
Demolition License Fee (Includes Business License Fee)	\$115.00	
Excavating License Fee (Includes Business License Fee)	\$140.00	
General Contractor's License Fee: - Class A (Includes Business License Fee)	\$315.00	
General Contractor's License Fee: - Class B (Includes Business License Fee)	\$265.00	
General Contractor's License Fee: - Class C (Includes Business License Fee)	\$215.00	
General Contractor's License Fee: - Class D (Includes Business License Fee)	\$165.00	
House and Building Movers License Fee (Includes Business License Fee)	\$165.00	
Mechanical-Ventilation AC (HVAC) (Includes Business License Fee)	\$140.00	
Masonry License Fee (Includes Business License Fee)	\$140.00	
Carpentry (Includes Business License Fee)	\$140.00	
Drywall (Includes Business License Fee)	\$140.00	
Exteriors and Waterproofing (Includes Business License Fee)	\$140.00	
Fencing (Includes Business License Fee)	\$140.00	
Fire Alarm Systems (Includes Business License Fee)	\$140.00	
Building Insulation (Includes Business License Fee)	\$140.00	
Landscaping (Includes Business License Fee)	\$140.00	
Roofing-Commercial (Includes Business License Fee)	\$140.00	
Roofing-Residential (Includes Business License Fee)	\$140.00	
Exterior Signage (Includes Business License Fee)	\$140.00	
Structural Steel Erection (Includes Business License Fee)	\$140.00	
Special Inspector (Not a Licensed Professional) (Includes Business License Fee)	\$205.00	
Manufactured Home Installer (Includes Business License Fee)	\$165.00	
Qualified contractor (Trade not listed above)	\$140.00	
LIQUOR LICENSE FEES		
Liquor License Type and Fees	CITY FEE	STATE FEE
Application fee for New License	\$1000.00	\$1550.00
Application fee for New License with Concurrent Review	\$1000.00	\$1650.00
Application fee – Transfer of Ownership	\$750.00	\$1550.00
Art	\$41.25	\$308.75
Beer/Wine	\$48.75	\$351.25
Brew Pub	\$75.00	\$750.00
Club	\$41.25	\$308.75
Fermented Malt Beverage - All Types	\$3.75	\$96.25

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Festival Liquor License	\$25.00	\$25.00
Hotel/Restaurant	\$75.00	\$500.00
Hotel/Restaurant with optional premises	\$75.00	\$500.00
Liquor Licensed Drugstore	\$22.50	\$227.50
Optional Premises for Existing H&R License	\$0	100.00
Race Track	\$75.00	\$500.00
Retail Liquor Store	\$22.50	\$227.50
Tavern	\$75.00	\$500.00
Manager Registration	\$75.00	\$75.00
Liquor Related Fees and Permits		
Annual Renewal	\$100.00	\$0
Change of Location	\$750.00	\$150.00
Change of Trade Name/Corporate Name	\$0	\$50.00
Corp/LLC Change Background Investigation (per person)	\$100.00	OR \$100.00
Duplicate License	\$0	\$50.00
Hotel/Tavern Manager's Registration	\$75.00	\$75.00
Late Renewal Application Fee	\$500.00	\$500.00
Master file – State issued (Background)	\$0	\$250.00
Master file – State issued (Per location)	\$0	\$25.00 per location
Modification of Premises	\$0	\$150.00
Retail Warehouse Storage Permit	\$0	\$100.00
Special Events Permit (Liquor) per event	\$100.00	\$25.00
Special Events Permits (3.2% Beer) per event	\$100.00	\$10.00
Tastings Permit (Initial)	\$100.00	\$0
Tastings Permit (Renewal)	\$50.00	\$0
Temporary Permit Pending Transfer	\$100.00	\$0
Liquor Occupation Fees		
Beer & Wine	\$400.00	\$0
Brew Pub	\$700.00	\$0
Club	\$100.00	\$0
Fermented Malt Beverage – All Types	\$350.00	\$0
Hotel/Restaurant	\$500.00	\$0
Liquor Licensed Drug Store	\$350.00	\$0
Race Track	\$500.00	\$0
Retail Liquor Store	\$350.00	\$0
Tavern	\$700.00	\$0
Marijuana Establishment Fees		
Application	\$3,000.00	
License Fee	\$2,500.00	
Renewal	\$1,500.00	
Late Renewal Fee	\$750.00	
Annual Operating Fee	\$3,000.00	
Application – Key Employee	\$750.00	
Application– Support Employee	\$100.00	

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Application – Modification	\$500.00
Background Investigation (Owner, Manager, Key Employee)	\$750.00
Change of Business Manager	\$200.00
Change of Class of License	\$200.00
Change of Corporate Structure	\$200.00/per person
Change of Financier	\$1,500.00
Change of Location	\$2,000.00
Change of Trade Name	\$50.00
Duplicate License	\$50.00
License Modification	\$500.00
Modification of Premises	\$500.00
Transfer of Ownership	\$3,000.00
Zoning Verification	\$100.00
Pawn Broker	
Business License	\$215.00 per year
Application Fee	\$1,000.00
Amendment to Application Fee	\$1,000.00
Annual License Fee	\$3,000.00
New Manager Fee	\$200.00
Transaction Fee	\$2.25 per ticket
Transaction Fee – Motor Vehicles	\$10.00 per vehicle
Bond in the amount of	\$5,000.00
Property Rental Fee	
Residential	\$65 per year
Commercial	\$215.00 per year
Commercial Property Rental Re-inspection Fee	\$125.00 per hour
Solicitor	\$65.00
Tax Administrative Fees	
Second Delinquent Letter	\$50.00
Notice of Final Determination/Demand for Payment	\$200.00
Temporary Permit	\$100.00
Trash Hauler	\$65.00 + \$25.00 per truck operating in the City
Vendor License	\$65.00
COMMUNITY DEVELOPMENT	
BUILDING DIVISION	
The 2015 International Residential Code, 2015 International Building Code, 2015 International Mechanical Code, 2015 International Plumbing Code, 2015 International Energy Conservation Code, 2015 International Existing Building Code, 2015 International Property Maintenance Code, 2014 National Electrical Code and 2015 International Swimming Pool, Spa and Hot Tub Code and 2015 International Fire Code with Denver Amendments are currently in effect.	

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BUILDING PERMIT FEES	
(City and Arapahoe Use Taxes will be assessed in addition to Building Permit Fees)	
Building Permit – All other occupancies (multi-family residential – greater 2 units – or commercial) Total Valuation \$1.00 up to and including \$500.00	\$30.00
\$500.01 to \$2,000.00	\$30.00 for the first \$500 plus \$3.05 for each \$100 valuation or fraction thereof to and including \$2,000
\$2,000.01 to \$25,000.00	\$75.75 for the first \$2,000 plus \$14.00 for each additional \$1,000 valuation or fraction thereof to and including \$25,000
\$25,000.01 to \$50,000.00	\$397.75 for the first \$25,000 plus \$10.10 for each additional \$1,000 valuation or fraction thereof to and including \$50,000
\$50,000.01 to \$100,000.00	\$650.25 for the first \$50,000 plus \$7.00 for each additional \$1,000 valuation or fraction thereof to and including \$100,000
\$100,000.01 to \$500,000.00	\$1000.25 for the first \$100,000 plus \$5.60 for each additional \$1,000 valuation or fraction thereof to and including \$500,000
\$500,000.01 to \$1,000,000.00	\$3,240.25 for the first \$500,000 plus \$4.75 for each additional \$1,000 valuation or fraction thereof to and including \$1,000,000
\$1,000,000.01 and up	\$5,615.25 for the first \$1,000,000 plus \$3.15 for each additional \$1,000 valuation or fraction thereof
BUILDING PLAN REVIEW FEE	
All plan review fees	65% of Permit Fee
Change of Occupancy permit fee	\$150.00 – No work permit
Re-review for all reviews beyond two cycles for comment and review	\$125.00/hour (one hour minimum)
BUILDING VALUATION DATA TABLE	
Copies of the current Building Valuation Data Table provided by the ICC are available in the Building Division.	
DEPOSITS FOR PERMIT REVIEW PROCESS	
Commercial and Industrial Permits	One Third (1/3) of the estimated Permit Fee
Single Family and Two-Family Home Permits	\$150.00
Sprinkler/alarm systems	\$.02/square ft. with \$150.00 minimum fee
All other Permits	\$100.00
OTHER BUILDING FEES	
Duplicate Building Permit Card	\$10.00
Permit Fees may be doubled if work has begun prior to a permit being issued.	
Re-inspection Fee* Re-inspection fees will be charged after two inspections have been made	\$125.00 per hour (one hour minimum)
*This fee is in addition to all other fees established for Building, Fire, and Electrical Codes.	

LAND USE APPLICATION AND REVIEW FEES	
The City of Sheridan reserves the right to obtain a deposit and assess a \$125/hour consultant review fee for any application needing outside consultant review.	
The below development fees are based upon 3 rounds of review. Applications needing more than three reviews will be assessed 50% of the initial review fees for each subsequent review.	
DEVELOPMENT APPLICATION FEES	
Pre-planning Application Fee	\$100.00
Temporary Use Permit Review Fee	\$25.00
Flood Plain Certificate of Compliance	\$150.00
Variance or Appeal Application Fee	\$200.00
Conditional Use/Special Use Application Fee	\$500.00
Annexation Application Fee	\$2,000.00
Planned Unit Development (PUD) Application Fee	\$2,000.00
Minor Modification of approved PUD	\$600.00
Rezoning Application Fee (non-PUD)	\$1,500.00
Site Development Plan Application Fee	\$1,000 for the initial 1 acre or less + \$500 for each additional acre or portion thereof
Civil Construction Drawings Application Fee	\$1,000
Sketch Plat	\$250.00
Lot Line Adjustment Plat Application Fee	\$500.00
Minor Subdivision Application Fee (two acres or less and not more than 6 lots)	\$1,000 for the initial 1 acre or less + \$500 for each additional acre or portion thereof
Major Subdivision Application Fee	\$1,000 for the initial 1 acre or less + \$500 for each additional acre or portion thereof
Preliminary Plat Application Fee (with major subdivision only)	\$500 for the initial 1 acre or less + \$250 for each additional acre or portion thereof
Right-of-Way, Utility Dedications, or Vacations Application Fee (not part of a development application approval process)	\$500.00
Wireless Communication Facility Application Fees	\$1,000 Master License Fee \$500 Eligible Facilities Request Fee \$500 Supplemental Site Fee \$250 Attachment Fee
OTHER FEES	
Zoning Verification Letter Fee	\$100.00
Publication and Posting Costs for Public Hearings	Included in the land use application fee
Data or Custom Map Requests	\$30/hour (first hour free)
Large-Format Printing (larger than 11"x17")	At-cost, per printer's rate
Document Recording Fees	Applicant-paid, per current Arapahoe County Recording Fee Schedule
Temporary Sign Permit (banners, inflatables)	\$10.00 for 90-day period. See Municipal Code for additional conditions
Text Amendment Application Fee	\$800.00

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MUNICIPAL COURT FEES	
Appeal Bond Fee	Double the amount of the fine plus cost of transcript
Bench Warrant Fee	\$75.00
Bonding Fee	\$20.00
Deferred Judgment Fee	\$60.00
Juror's Fee	\$6.00/\$3.00
Jury Fee	\$25.00 upon conviction with Jury
Municipal Court Costs	\$25.00
OJW – City	\$60 (\$15.00 MTV/\$45.00 City)
Sealing of Court Records	\$65.00
Surcharge	25% of the fine
Witness Fee	\$5.00
POLICE FEES AND SERVICES	
Audio or Video Tapes	\$25.00 each
Clearance Letter	\$15.00 each
Crime Status Report	\$35.00
Digital Evidence – Review and Production	\$50.00 per hour
Emergency Vehicle License/Processing Fee	\$75.00
Pawn Brokers	\$2.25 per pawn ticket
PD Background Check – 5 Years for Sheridan Records Only	Government Entity – No Charge
Photographs – Digital	\$25.00 per disc or flash drive
Photographs – Digital on Plain Paper	\$1.00 per page
Photographs – Photo Paper	\$5.00 per page
Photographs - Plain Paper	\$1.00 per page
Police Reports	\$10.00 (1-10 pages); 25¢ for each page thereafter. Additional \$10.00 fee for certified copies
Research Fee	\$30.00 per hour
Sex Offender Initial Registration	\$75.00
Sex Offender Subsequent Quarterly or Annual Registration	\$25.00
Street Closure Permit	\$50.00
Traffic Plan Review	\$30.00
Vehicle Impound Processing Fee	\$35.00
Vehicle Impound Release Fee	\$25.00
VIN Verifications	\$25.00

PUBLIC WORKS	
ADMINISTRATIVE CITATIONS	
Code Violations	
1 st Administrative violation	\$150.00
2 nd Administrative violation	\$500.00
3 rd & Subsequent Administrative violation	\$999.00
Rights-of-way Repair & Restoration Standards	
1 st Administrative violation	\$500.00
2 nd & Subsequent Administrative violation	\$999.00
COMMUNITY EVENT PERMIT	
PUBLIC RIGHT-OF-WAY, SIDEWALK, DRIVEWAY, CURB & GUTTER PERMIT	
Block Party Permit	No Charge
Community Event Permit (Block Parties Exempt)	\$100.00
Concrete/Flat Work – Sidewalks, Cross Pans, Drive Cuts, Curb and Gutter	\$.25 per square foot
Driveway Cut (Requires pre and after)	\$100.00
Erosion Control	\$35.00/per week
Form Inspection	\$50.00/each
Posting of Surety Bond (Public Improvement)	Cost of project plus 10%
Posting of Surety Bond (Street Cut)	\$5,000 for each 50 square feet or fraction thereof
Road Closure Permit	\$250.00/per day
Sidewalk Inspection (Requires pre, during and after)	\$150.00
Sidewalk Repair Permit	\$50.00
Street Cut Permit	\$200.00
Street Inspection Fee	\$50.00/each
Street or Sidewalk Re-inspection Fee	\$125.00
Traffic Control	\$15.00/per day
Utility Inspection (roadway to property limits)	\$50.00/each
STORM WATER	
STORM WATER QUALITY PERMIT FEES	
Permit (Less than One Acre)	\$250.00
Permit (Over One Acre)	\$500.00
Re-inspection Fee	\$50.00
STORM WATER UTILITY FEES	
Commercial/Industrial/Manufactured Home Communities	\$100.00 annual fee per parcel
Residential – Per parcel	\$60.00 annual fee per parcel

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