

1 **CITY OF HOMER**  
2 **HOMER, ALASKA**

3 City Clerk

4 **RESOLUTION 16-109**

5  
6 A RESOLUTION OF THE CITY COUNCIL AMENDING THE CITY OF  
7 HOMER FEE SCHEDULE UNDER ADMINISTRATIVE, CAMPING,  
8 LIBRARY, PLANNING AND ZONING, FIRE, AND PUBLIC WORKS  
9 DEPARTMENT FEES.

10  
11 WHEREAS, Administrative fees are amended to update Special Assessment Districts  
12 (SAD) Homer Accelerated Roads and Trails Program assessments to change the allocation of  
13 costs for street reconstruction and new street construction to property owner contribution  
14 through SAD process of 25% of project cost for street reconstruction or new street  
15 construction on an equal assessment per lot basis for cost of a residential standard street;  
16 and

17  
18 WHEREAS, Camping fees for RV and tent camping are increased to be comparable to  
19 other communities on the Peninsula; and

20  
21 WHEREAS, Library fees are increased for temporary library cards; and

22  
23 WHEREAS, Planning and Zoning fee section is amended to move right-of-way permit  
24 and driveway permit fees from Planning and Zoning to Public Works section since Public  
25 Works permits both; and

26  
27 WHEREAS, Fire Department fees for ambulance services are amended to include rate  
28 differentials for residents and non-residents for basic and advanced life support and a fee  
29 increase for rescue and extradition services; and

30  
31 WHEREAS, Public Works Department fees are revised to include the right-of-way  
32 permit and driveway permit fees section.

33  
34 NOW, THEREFORE, BE IT RESOLVED that the City Council hereby amends the City of  
35 Homer Fee Schedule, Administrative, Camping, Library, Planning and Zoning, Fire, and Public  
36 Works Department fees as follows:

37  
38 **ADMINISTRATIVE FEES FOR THE CITY OF HOMER**

39  
40 (The following fees have been set by legislative enactments, Ordinances 05-43(A),04-53(S)(A),  
41 03-36(A), 01-13(S)(A); Resolutions 15-097(S)(A), 14-114, 11-074(A), 11-036(A)(S),10-90(A), 06-

42 24(S), 05-125(S), 05-49, 05-22, 04-98(S)(A), 04-96, 04-95, 04-94(S)(A), 03-159, 00-14, 99-116, 99-  
43 50, 95-1 and 92-10(A), Regulations Concerning Public Record Inspections dated March 2003.)

44 These fees are administrative fees for all departments of the City of Homer unless otherwise  
45 specified under that department. All fees are inclusive of sales tax. Unless otherwise  
46 specified: Any item mailed may have an additional fee added for actual postage. Handling  
47 fees may be added up to the actual staff time spent preparing the item for shipping.

48 An application for indigency may be filed with the City Manager for waiving or partially  
49 waiving the costs of fees. The City Manager may allow an applicant, who qualifies as an  
50 indigent, a reduced fee, a payment plan or a waiver of the fee where the Manager is able to  
51 make a written finding, based on information provided by the applicant, that payment of the  
52 fee would be a financial hardship. Based upon the information provided, the fee may be  
53 reduced or waived in accordance with the following scale:

Annual Income as a Percent of current Health and Human Services (HHS) Poverty Guidelines for Alaska	Percent of fee reduced
1-100%	100% Waiver
101-149%	75% Waiver
150-174%	50% Waiver
175-199%	25% Waiver
200% plus	No Waiver

54

55 Airport Pickup/delivery \$25

56 Annual Safety Inspection commercial vehicles \$100

57 Annual Taxi Permit \$75

58 Appeal Fees

59 Water and Sewer Appeals, under HCC 14.04 and 14.08 – shall be set by Resolution; in  
60 the event the appellant is the prevailing party the fee shall be refundable.

61 Zoning Appeals – fee \$250.00 subject to refund if the appellant is successful on any  
62 aspect of appeal.

63 Credit Cards are accepted for other than real property lease payments with a minimum of  
64 \$10.

65 CD Reproductions: \$20.00

66 Document copying fees: \$ 0.25/page

67 Certification Fee: \$10/report

68 Driver License Records \$10

- 69 Fax: w/in Alaska \$1/page, Continental US \$2/1<sup>st</sup> page, Subsequent pages \$1/page. Other
- 70 destination \$5/1<sup>st</sup> page. Subsequent pages \$2/page.
- 71 Electronic Transmission: \$0.25/page (Scanned PDF document)
- 72
- 73 Lease application fee \$30
- 74 Lease fee \$300
- 75 Lease Assignment Fee \$250
- 76 Local Bidder's Preference
- 77

Non-local bid is	Local bid is not more than
\$0 - \$500,000.00	5 percent higher than non-local bid
\$0 - \$1,000,000.00	5 percent higher than non-local bid on first \$500,000.00 and 2.5 percent higher than non-local bid on amount in excess of \$500,000.00 to \$1,000,000.00

78 No additional adjustment for bids above \$1,000,000.00

79  
 80 Photograph Copying: \$10/order (includes shipping and; handling)  
 81 If done commercially – Actual Costs plus 5%

82  
 83 Production Fees -  
 84 Per requestor in a calendar month exceeds five-person hours the fee is the City employee's  
 85 actual salary plus benefit costs. An estimate will be prepared and the requestor must deposit the  
 86 estimated production and copying fees in advance. If the actual costs are greater than the estimate  
 87 the records will not be released until the difference is paid and if the actual costs are less the  
 88 requestor will receive a refund of the difference.

89 No fee for simple inspection, except when the production of records by one requestor exceeds  
 90 five person hours in a calendar month.

91  
 92 Special Assessment Districts (SAD's):

93  
 94 HART(Homer Accelerated Roads and Trails Program) SAD's  
 95 Assessments are: Road Improvements - 25% of the total project cost allocated in equal  
 96 shares to each participating parcel  
 97 HAWSP (Homer Accelerated Water and Sewer Program) SAD's  
 98 Assessments are: 75% of the total project cost allocated in equal shares to each  
 99 participating parcel

100 OTHER SAD's if approved by the Council are at 100% property owner participation.

101

102	Application Fee	\$100
103	Bill Fee	\$12.00 per bill
104	Administrative Fee	
105	0-500,000	5%
106	over 500,000	\$25,000 plus 2.5%

107

- 108 Notary \$5.00
- 109
- 110 Smoking prohibited in City Facilities, Vehicles and Watercraft - \$25 fine
- 111 CD (Police Department) \$25
- 112 Subsequent, \$15/CD Includes 1st class postage
- 113 DVD (Police Department) \$30/tape
- 114 Vehicle Impound/Storage Fees (actual costs + towing) Storage, \$45.00/per day
- 115

116 **CAMPING FEES**

117  
118 (The following fees have been set by legislative enactments, Resolutions 15-097(S)(A), 05-05, 04-  
119 98(S)(A), 99-94, 93-35, 91-34 and; 91-20(S)).

120  
121 “Campground” means an area owned, controlled, developed and/or maintained by the City, which  
122 contains one or more improved campsites or contains adequate area for one or more unimproved  
123 campsites.

124  
125 “Camping” means:

- 126 1. The erection of, or occupancy of any tent.
- 127 2. The placing or leaving of any items normally found at a campsite within campsite  
128 such as cook stoves, lanterns, sleeping bags or bedding.
- 129 3. Parking of any camper unit in any area owned or controlled by the City that has  
130 been designated a camping area by official signs, in excess of twenty-four hours.  
131 “Camping Season” means that period of time from April 1 through October 30.
- 132

133 RV \$ 20/day

134  
135 All other camping \$ 13/day

136  
137 All fees inclusive of sales tax.

138  
139 **LIBRARY FEES**

140  
141 235-3180

142  
143 (Amended: Resolution 14-114, 13-076; Ordinance 05-08; Resolution 15-097(S)(A), 12-006, 04-98(S)(A);  
144 03-87; 99-19(A); 98-86; 97-87)

145  
146 Closed - Sundays. Open - Mon, Wed, Fri and Sat from 10 a.m. to 6 p.m. Tues and Thurs from 10 a.m. - 8  
147 p.m.

148  
149 Facility Use Fees for after-hours private use (including building supervision):  
150 Conference Room \$50/hour  
151 Reading Lounge \$50/hour  
152 Children’s Room \$50/hour  
153 Entire facility, excluding staff work space -- \$300 Facility Use Fee

154		plus \$50/hour staff supervisor. \$300 damage/cleaning deposit.
155		
156	Library Cards	Replacement cards \$5/issue
157		Temporary Card \$25
158		
159	Overdue Items - 14 day circulation	(except digital devices) \$0.15/day
160		
161		7 day and 1 day circulation - \$1.00/day
162		Digital Devices \$5.00/day
163		Interlibrary Loans- \$1.00/day
164		2nd overdue notice - \$1.00/notice
165		
166		Bill notice - \$2.00/notice
167		Admin. Fee for Bills Sent to Collection Agency \$25.00
168		Maximum overdue charge per item (except digital devices) charge \$10.00
169		
170	Photo copy	\$ .15/ea (letter size) and (legal size) per side
171		\$.25/ea (11"x17") per side
172		\$0.50/ea color copies (letter size) and (legal size) per side
173		\$2.00/ea color copies (11"x17") per side
174		
175	Interlibrary loan fee	\$3 standard size books
176		\$.15 per page for photo copy
177		\$4.00 for microfilm/videos/CDS/Audios
178		Additional charges may be assessed.
179		
180	Replacement/Repair of items	
181		Lost or damaged items: Replacement cost plus \$7.00 processing fee
182		per item
183		Lost or damaged cases, hang-up bags, etc.: Replacement cost or
184		\$2.00, whichever is greater
185		
186	Lost map or inserts -	\$10/item
187	Lost out-of print items -	\$50/Alaskana
188		\$40/nonfiction
189		\$35/fiction
190		
191	Please Note:	To receive a refund on a lost item, patrons must return the item within sixty days of
192		lost status. Refunds of payment for items deemed valuable to the collection and
193		returned after the 60- day period may be made at the discretion of the Director. No
194		refunds will be given for digital devices.
195		
196	Damaged Item -	\$2.00/page
197		\$3.00/book jacket or cover damaged beyond repair - Full bindery cost
198		or full replacement cost plus \$7.00 processing charge.
199	Improper Return of Digital Devices-	\$25 fee if not returned to Front Desk staff

200 **PLANNING AND ZONING DEPARTMENT**

201

202 235-3106 or 235-8121 (Coordinates with Public Works)

203

204 (The following fees, for Zoning Permits have been set by legislative enactments, Resolution 00-17 as  
205 authorized by HCC 21.42.060, Resolution 03-12(A), Resolution 03-159, Resolution 04-35, and  
206 Resolution 04-98(S)(A), Resolution 05-27(S) and Resolution 05-35, Resolution 07-14 and Resolution 07-  
207 45, Resolution 08-124.)

208

209 Zoning Permit Fees:

210

211 Single Family /Duplex \$200

212 Multi-Family/Commercial/Industrial \$300, plus \$50 per hour when over six hours of administrative  
213 time.

214 Change of Use fee \$50

215 Deck \$50

216

217 Fees for commencing activities, without a permit, shall be assessed at the regular rate multiplied by  
218 one and one half (1.5) for Residential and two (2) for Commercial.

219 (The following fees have been set by legislative enactments to HCC 14.08.035.)

220

221 Publication Fees

222 Comp Plan large \$20

223 Comp Plan small \$10

224 Zoning Map sm \$ 5 lg \$25

225 Road Maint. Map \$ 5

226

227 Zoning Ordinance - HCC 21 \$ 15

228 Sign Permit - \$ 50

229 Variance - \$250

230 Erosion and Sediment Control Plan (BCWPD): \$300

231

232 Storm Water Protection Plan Fee: \$200

233

234 Conditional Use Permit Processing Fee

235 Amendment \$200

236 Fence \$300

237 Single Family/Duplex \$200

238 Multi-Family/Commercial/Industrial

239 \$500 for uses less than 8,000 sq. ft.

240 \$1,000 for uses 8,001 sq. ft. to 15,000 sq. ft.

241 \$2,500 for uses 15,001 sq. ft. to 25,000 sq. ft.

242 \$5,000 for uses 25,001 sq. ft. to 40,000 sq. ft.

243 \$8,000 for uses 40,001 sq. ft. and larger

244

245 Recording (as Required) \$50

246 Fees for commencing activities, without a permit, shall be assessed at the regular rate multiplied by  
247 one and one half (1.5) for Residential and two (2) for Commercial.

248  
249 Traffic Impact Analysis and Community Impact Assessment – when required, applicant will be charged  
250 for the actual cost of the study, plus a 10% administrative fee. The City will be responsible for hiring  
251 and managing the study.

252  
253 (Resolution 03-159 and 96-13 HCC 12.12.03)

254  
255 Rezone - \$500  
256 (HCC 21.63 repealed via Ordinance 03-21.)

257  
258 Flood Hazard Development Permit \$200

259  
260 Preliminary Plat Processing Fee \$300, or \$100 per lot, whichever is greater. (Resolution 07-14,  
261 03-159 and 96-13)

262  
263 Elimination of a common interior lot line. \$200.00

264 Right of Way and Section Line \$300

265 Easement Vacation Application  
266 Fee: (In addition to applicable preliminary  
267 plat fees).

268 Utility easement vacation: no fee

269  
270 Bridge Creek Watershed Permit - zoning permits are required for the Bridge Creek Watershed Area.  
271 Although no fees will be charged for the zoning permits outside of City Limits, the evaluation process  
272 is still in effect.

273  
274 Street Renaming Fees

275 (A) For name changes or naming of public dedicated streets other than those named during the  
276 subdivision process:

277 (1) Street Naming Petition and hearing advertising fee \$150

278  
279 (2) Installation of each new City sign, post, etc. Per sign: \$150

280  
281 (3) Replacement of existing City sign due to change  
282 where no post is needed. Per sign: \$ 80

283  
284 The minimum fee shall be either a combination of 1 and 2 OR  
285 1 and 3, above; however, all signs that need to be changed  
286 and/or maintained by the City must be paid for prior to installation.

287  
288 (B) For Private Road Naming:

289  
290 (1) Street Naming Petition and hearing advertising fee \$150

291

- 292 (2) Installation of each new City sign, post, etc. Per sign: \$150
- 293
- 294 (3) If no public hearing or public notice is necessary, i.e.,
- 295 100% petition and no partial dedicated street involved No fee
- 296
- 297 (4) If no signs are required No fee
- 298

299 **FIRE DEPARTMENT FEES**

300  
 301 Emergency 911 Administrative Office - 235-3155

302  
 303 (The following fees have been set by legislative enactments Resolutions 91-97, 92-06, 92-43(S), 03-145,  
 304 04-98(S)(A) and 06-64(S)(A), 15-097(S)(A))

305  
 306 **AMBULANCE:**

307 Basic Life Support (BLS), Resident	\$750 plus \$15/ load mile	
308 Basic Life Support, Non-Resident	\$1,000 plus \$15/load mile	
309 Advanced Life Support (ALS)1, Resident	\$950 plus \$15/load mile	
310 Advanced Life Support 1, Non-Resident	\$1,500 plus \$15/load mile	
311 Advanced Life Support 2, Resident	\$1,250 plus \$15/load mile	
312 Advanced Life Support 2, Non-Resident	\$1,750 plus \$15/load mile	
313 Non-Emergency Transport	Billed as Basic Life Support Resident and Non-Resident	
314	Mileage - \$15 per mile, one-way from pick up location	
315	to destination	
316 Standby, billed per half hour	\$60/hour or \$510/8 hour day, crew of 2	
317 Mileage , one-way load miles	\$15.00 mile	
318 Medevac	Determined by level of call, see BLS, ALS rate	

319  
 320 **FIRE:**

321 Type 1 Engines (>1,000 gals or 1,500 GPM)	\$240/hr.	\$2,040 day
322 Type 1 Tenders (<3,000 gals or 1,000 GPM)	\$144/hr.	\$1,224/day
323 Ladder Truck	\$360/hr.	\$3,060/day
324 Medic Unit/Ambulance	\$60/hr. \$510/day	
325 Brush Patrol	\$100/hr.	
326 Command Vehicle	\$ 50/hr.	
327 Rescue/Extrication Truck	\$144/hr. (1 hour minimum)	\$1,224/day
328 Command/Utility Vehicle	\$ 60/hr. \$510/day	
329 6 x 6 ATV	\$25/hr. \$200/day	

330  
 331 **VOLUNTEER PERSONNEL:**

332 Fire Department IC (1)	\$36/hr.
333 (IC - Incident Command)	
334 Safety Officer/Officer	\$36/hr.
335 Driver/Engineer (1 per vehicle)	\$24/hr.
336 Firefighters (Minimum 1 per tender, 2 per Engine)	\$18/hr.
337 EMT (Minimum 2 per Rescue Medical Unit)	\$18/hr.

338 **PUBLIC WORKS DEPARTMENT**

339

340 Administrative - 235-3170

341 (The following fees have been set by legislative enactment Resolution 15-097(S)(A), 04-98(S)(A) and  
342 95-1).

343

344 R.V. Station dumping \$5 per dumping

345 Bluelines, copies minimum \$10 + \$2/pg.

346 Standard Construction Specs \$50

347 Job Specific Specifications and plans vary in price.

348

349 **SUBDIVISION AGREEMENT FEE SCHEDULE:**

350 Agreement Application, Plan Review, Inspection, and Warranty Period Deposits

351 A developer shall pay the City's actual cost associated with the reviewing, approving, coordinating  
352 and inspecting improvements required to be completed under a subdivision agreement. The City's  
353 cost shall include, but is not limited to, administering the agreement, plan checking, surveillance, and  
354 administrative overhead. Prior to initiating each phase of the subdivision approval process, a deposit  
355 shall be paid. Deposits shall not bear interest. The deposits shall be held in a separate account and  
356 disbursed only as authorized by this fee schedule. The deposits are described below:

357

358 1) Subdivision Agreement Application: Upon submitting an application agreement, the  
359 Developer will provide a \$300 deposit.

360 2) Subdivision Improvement Plan Review: Upon submission of plans for review and  
361 approval, the Developer will provide a plan review deposit of .5% of the estimated cost of  
362 improvements or \$300, whichever is greater.

363 3) Construction Inspection: Prior to the issuance of a notice to proceed with construction to  
364 the Developer, the Developer shall pay a deposit toward the City's costs based upon the  
365 estimated cost of the improvements to be constructed under the subdivision agreement  
366 as follows:

367 Estimated Construction Cost

Deposit

368 \$10,000 or less

\$300

369 Over \$10,000 up to \$50,000

4% of the estimated costs

370 Over \$50,000 up to \$150,000

3% of the estimated costs

371 Over \$150,000 up to \$500,000

2.5% of the estimated costs

372 Over \$500,000

\$13,000

373

374 After the City finds the subdivision improvements meet City specifications, it shall determine  
375 its costs to date. If costs (plus any deposit required under subsection 4 below) exceed the  
376 total deposits received, the Developer shall pay the balance to the City prior to final  
377 acceptance of the improvements. If the total deposits exceed the costs, the City shall refund  
378 the balance (less any deposit required under subsection 4 below) to the Developer.

379 4) Initiation of Warranty Period: Prior to acceptance of completion by the City of the  
380 undertaking by the developer, the Developer shall also pay a deposit toward the City's cost  
381 incurred during the warranty period under the subdivision agreement in the amount  
382 determined by the Public Works Director, but not to exceed \$2,000.

383

384 If at any time the City finds its costs exceed the total deposit received, the City may periodically bill  
385 and receive payment from the Developer for those actual incurred costs in excess of the amount of  
386 deposit.

387  
388 ROW Permit - minor \$90 (less than 150 LF of right-of-way affected)  
389 major \$225 (more than 150 LF of right-of-way affected)  
390

391 (The following fees have been set by legislative enactments to HCC 11.08.040).

392 Driveway Permit Residential \$45  
393 Commercial \$60  
394 Long Driveway (addn) \$105  
395

396 (Contact Planning Department - at City Hall, 235-3106. Planning issues the permits.)  
397

398 PASSED AND ADOPTED by the City Council of Homer, Alaska, this 5<sup>th</sup> day of December,  
399 2016.

400

401

402

403

404

405 ATTEST:

406

407

408

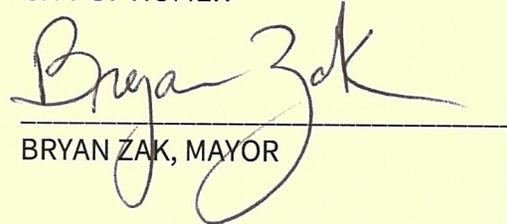
409  \_\_\_\_\_  
JO JOHNSON, MMC, CITY CLERK

410

411 Fiscal Note: Revenue amounts not defined in CY2017 budget.



CITY OF HOMER

  
\_\_\_\_\_  
BRYAN ZAK, MAYOR