

*BoCC*

Steve Schleiker  
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El Paso County, CO



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**RESOLUTION NO. 24-197**

**BOARD OF COUNTY COMISSIONERS  
COUNTY OF EL PASO, STATE OF COLORADO**

**RESOLUTION TO APPROVE EL PASO COUNTY  
PLANNING AND COMMUNITY DEVELOPMENT 2024 FEE SCHEDULE (LDC241)**

WHEREAS, pursuant to C.R.S. §§ 30-11-103 and 30-11-107(e), the Board of County Commissioners of El Paso County, Colorado ("BoCC"), has the authority to manage the business and concerns of the County to ensure the welfare and interests of the County and its inhabitants; and

WHEREAS, the El Paso County Planning and Community Development Department assesses various application and review fees to help recoup costs for the provision of certain services; and

WHEREAS the Planning and Community Development fee schedule was last revised in 2010; and

WHEREAS, the Board has determined the 2024 Planning and Community Development fee schedule shall be updated to reflect 85% cost recovery; and

WHEREAS, the Board has reviewed the Planning and Community Development fee schedule and finds the fees acceptable as proposed; and

WHEREAS, the Board has requested that the Planning and Community Development fee schedule be implemented on August 1, 2024; and

WHEREAS, the Board has requested that the Pikes Peak Regional Building Department cease collection of County Use Tax Administrative Surcharges beginning August 1, 2024.

NOW, THEREFORE, BE IT RESOLVED that the Board of County Commissioners of El Paso County, Colorado, does hereby approve the Planning and Community Development fee schedule as attached.

BE IT FURTHER RESOLVED that the fees as listed on the Planning and Community Development Fee Schedule as attached will be updated annually based on the Consumer Price Index (CPI) for Colorado as published by the Department of Local Affairs.

DONE THIS 14th day of May 2024 at Colorado Springs, Colorado.

ATTEST

By: \_\_\_\_\_

County Clerk and Recorder



BOARD OF COUNTY COMMISSIONERS  
OF EL PASO COUNTY, COLORADO

By: Cami Bremer  
Chair



2024 Planning and Community Development  
Fee Schedule - Effective Date 8/1/2024

Application Type	Application Fee <sup>1</sup>	Project Type
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Accessory Use Agreement	\$153.00	B
Administrative Determination <sup>2</sup>	\$414.00	B
Boundary Line Adjust for Unimproved Land (EXL) - combination of contiguous parcels (EXCMB)	\$281.00	B
Daycare Permit <sup>3</sup>	\$192.00	B
Developer agreement over	\$1,880.00	B
Commercial Over the Counter Site Development Plan Review	\$440.00	B
Extension of Time to Record Plat (Administrative)	\$569.08	B
Extension of Time to Record Plat (Administrative)	\$139.00	B
Home Occupation Permit	\$271.00	B
Home Occupation Permit	\$192.00	B
Land Use Code/Classification Reversion	\$613.06	B
Merger Agreement	\$231.00	B
Plan Correction	\$139.00	B
Residential site plan <sup>4</sup>	\$165.00	A
Site permit (includes all other permits)	\$157.00	B
Additional sign on same property- when reviewed at the same time (no surcharge)	\$124.00	B
Temporary Use	\$182.00	A
Tiny House Site Plan	\$255.00	B
Waiver of time to record plat - special sessions (EXL) - EXCMB	\$1,192.00	B
Standalone Waiver <sup>5</sup>	\$1,554.00	B

Deviation (ECM-per deviation in excess of 2)	\$107.00	A
Deviation Permit (per deviation)	\$1,479.00	B
Driveway Permit (per driveway)	\$125.00	B
Driveway Permit Public Road with Drainage Ditches	\$185.00	B
Driveway Permit (per driveway) (per driveway)	\$92.00	B
Sidewalk Inspection- up to 10 addresses (fee increases for each return inspection)	\$190.00	B
Standard Deviation	\$155.00	A
Administrative Permit (per Permit)	\$2,067.00	C
Administrative Permit (per Permit)	\$1,229.00	C
Amendment to Certificate of Designation, Minor	\$71,690.00	B
Amendment to Certificate of Designation, Minor	\$6,373.00	C
Appeal of Administrative Determination or Decision to BOCC or BOA	\$2,275.00	D
Approval of Location	\$3,859.00	D
Board of Adjustment	\$1,609.00	D
Combined Planned Unit Development (PUD) and Preliminary Plan Review (PUDSP)	\$10,557.00	D
Commercial Site Development Plan, Minor	\$9,947.00	C
Commercial Site Development Plan, Minor	\$1,681.00	C
Development Agreement with PUD	\$4,464.00	D
Development Agreement with PUD	\$4,661.00	D
Final Plat (26+ lots), Major	\$5,689.00	D
Final Plat (26+ lots), Major	\$8,137.00	D
Final Plat Amendment, Level 1	\$3,444.00	D
Final Plat Amendment, Level 1	\$1,690.00	C or D
Final Plat Amendment, Level 2	\$4,062.00	D
Inert Material Disposal (not qualifying for exemption)	\$23,534.00	D
Inert Material Disposal (ESD Controlled) (more than 10 days or 100,000 cubic feet, less than 48 hours)	\$7,226.00	C
Maintenance Agreement for Ponds, Access, Joint Well, Walls (not concurrent with a project)	\$2,577.00	C
Maintenance Agreement for Ponds, Access, Joint Well, Walls (not concurrent with a project)	\$4,203.00	D
Modification to Subdivision Improvement Agreement (SIA)	\$2,119.00	D
Modification to Subdivision Improvement Agreement (SIA)	\$1,586.00	D
Major Preliminary Plan (26+ lots)	\$9,481.00	D
Major Preliminary Plan (26+ lots) (Additional)	\$6,483.00	D
Oil and Gas Exploration	\$3,117.00	C
Oil and Gas Exploration	\$8,920.00	D
Preliminary Plan Amendment, Minor	\$3,627.00	D



Major Construction Drawings (100-249 lots)	\$4,946.00	D
Major Construction Drawings (1-249 lots)	\$5,896.00	D
Minor Construction Drawings (1-25 Residential lots or 1-4 Commercial lots)	\$3,073.00	D
Review of Pre-Submission Grading and Erosion Control Plan associated with Preliminary Plan	\$3,000.00	C
Review of standalone Construction Drawings not associated with zoning or subdivision application	\$3,951.00	C
Review of standalone Grading and Erosion Control Plans not associated with zoning or subdivision application	\$3,172.00	C
Road Disclaimer	\$790.00	D

Resubmittal of Applications (after and Review)

Recording Fees<sup>13</sup>

US/flash drive

Research (hourly rate)

TBD  
TBD  
\$5.00  
\$50.00

1. Application fees include a \$37.00 technology fee
2. Administrative determinations- applies to zoning interpretations, determination of nonconformity, and zoning compliance requests.
3. Daycare permit- applies to childcare, aftercare, and group home permits.
4. Residential site plan- applies to applications for decks, accessory structures, agricultural buildings, and septic site plans. (2nd kitchens in house excluded)
5. A combined maximum of two (2) waiver/deviation requests per land use application is included (no extra fee).
6. Board of Adjustment- applies to applications for lot area or lot area in combination with other variance, daycare spacing, setbacks, physical dimension, structural location, bulk limitations, parking, signs, distance separation, landscaping (above the administrative relief amount) are included in this application fee.
7. Final Plat Amendment, Level 1- same or less lots, plat note re: draft or deletion, remove conditional plat restriction, release of plat restriction w/ Subdivision Improvement Agreement (SIA) to replace condition, reclassification of existing plat, change defined access locations, change floodplain boundary or restriction, non-substantial change in water supply, lot line/building envelope adjustment, vacation of plat- no right of way. Hearings may be required.
8. Final Plat Amendment, Level 2- additional lots or tracts, significant roadway changes, substantial change to water supply, may need preliminary plan amendment.
9. Major Revision- defined as any one of the following: 1) a change of land use type(s) for 25% or more of the existing Subject Parcel area; 2) 25% or greater increase in proposed population or simplicity; 3) 25% or greater addition of area to the original Sketch Plan; 4) 10% or greater decrease in total park and/or open space area. Minor Revision is any revision that does not meet the criteria of a major revision and is not considered to be a major revision.
10. A major sketch plan is any plan encompassing over 200 acres in area or more than 100 dwelling units, or including more than 10 acres of developable non-residential space.
11. Minor Special Use- applies to applications for Rural Home Occupation as a Special Use, Extended Family Housing, Agricultural Structure Exemption as a Special Use, and Minor Kennel as a Special Use.
12. Fee is determined based on application type.
13. Recording fees are set by the El Paso County Clerk and Recorder's Office.
14. Large copies of manuals, books, plans, files, pictures, etc. will be provided on a USB/flash drive.

**General Note 1.** The PCD Director may waive or reduce an applicable fee for exceptional circumstance not limited to: a) the elimination of an ordinance zoning designation, b) County-initiated applications, or c) concurrent submittals.

**General Note 2.** Unless an error has occurred by County staff which resulted in the filing of an unnecessary application, no refunds will be granted for applications that a review cycle has been performed on.

**General Note 3.** For those projects that, because of their size, type of operation, or technical details which are beyond the technical expertise of the El Paso County staff and require review and the provision of appropriate technical expert testimony at any required public hearing(s) before the County's governmental bodies or contracted employees of the County, the costs for said review and the provision of said expert shall be paid by the applicant. The extent and nature of said costs shall be established between the applicant and El Paso County prior to formal submittal.