

TOWN OF MT. CRESTED BUTTE  
RESOLUTION NO. 18  
SERIES 2025

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF MT. CRESTED BUTTE, COLORADO, ADOPTING A FEE SCHEDULE**

**WHEREAS**, the Town of Mt. Crested Butte, Colorado (“Town”) is a home-rule municipality operating under an elector approved charter and governed by its Town Council (the “Council”); and

**WHEREAS**, the Council is authorized by the Colorado Revised Statutes and Code of the Town of Mt. Crested Butte, Colorado Section 1-15 to adopt a fee schedule which relates to the administration of Town affairs; and

**WHEREAS**, Town Staff has conducted a review of the Town’s fees and charges and recommends the adoption of the Fee Schedule attached hereto as **Exhibit 1** which accurately reflects and captures the Town’s true costs of performing certain services and functions; and

**WHEREAS**, the Council has reviewed said recommended Town Fee Schedule and wishes to formally adopt and approve the same.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF MT. CRESTED BUTTE, COLORADO, THAT:**

**Section 1. Fee Schedule Adopted.** The Town of Mt. Crested Butte Fee Schedule, attached as **Exhibit 1** and incorporated by this reference, is hereby adopted and approved.

**Section 2. Town Clerk Posting.** The Town Clerk is directed to immediately update or replace all copies of the Fee Schedule that are posted on the Town’s website, on file with the Clerk’s Office, or otherwise made available to the public for viewing and copying.

**Section 3. Effective Date.** This Resolution shall become effective January 1, 2026.

INTRODUCED, READ, AND ADOPTED at a regular meeting of the Town Council of the Town of Mt. Crested Butte on the 16<sup>th</sup> day of December, 2025..

*S:/ Nicholas Kempin*  
By: Nicholas Kempin, Mayor

Attest:

*S:/ Tiffany O’Connell*  
Tiffany O’Connell, MMC, Town Clerk

**Exhibit 1**  
**to**  
**Resolution 18 Series 2025**

<b>Accounts Receivable Late Fees</b>		
<b>Administration/Clerk</b>	<b>Unit</b>	<b>Fee</b>
Accounts Receivable Late Fees	Each	1.5% monthly accrueable interest after 30 days
Public Records Research Fee	Per request	\$41.37 per hour, after the first hour
Copies (letter and legal)	Per Page	\$0.25
Copies (larger than legal)	Per Page	\$5.00
Overnight Parking Permits	Day	\$5.00
Camping Agreements	Each	\$100.00
On media other than paper	Each	\$10.00
Shipping		actual cost
Certificate of Assessment	Each	\$10.00
<b>Capital Project Fees</b>		
Town Administrative Staff	Per Hour	\$70.00
<b>Community Development Department</b>		
<b>Application Fees</b>		
The fees represent the average time for review of applications All Fees listed in this section are Base fees. Applicant will be charged an additional fee for all direct costs incurred by the Town exceeding the Base Fee. Such additional costs shall be paid prior to final action on the application by the Town. All fees shall be paid at the time the application is submitted. The Community Development Director may reduce fees for community housing projects.		

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Applications that have been abandoned, and/or are inactive for more than 180 days shall be considered expired. If an application has been abandoned or changes substantially, the process may require starting over, which would include a new application fee at the zoning administrator's discretion.		
<b>Design Review Fees</b>		
Application that does not require drawings/engineering (i.e. roofing & mechanical)	Each	\$100.00
Application that requires drawings/engineering (i.e. deck)	Each	\$200.00
New structure or addition less than 500 square feet	Each	\$500.00
Additions of 500 Square feet or more	Each	\$700.00
Single Family Residence	Each	\$700.00
Multi-Family Residential	Each	\$1,500.00
Accommodation	Each	\$1,500.00
Units, and Commerical Unit Base Fee, Plus the Following charge per unit		
2 to 5 units	Per Unit	\$100.00
6 to 10 units	Per Unit	\$75.00
11 units or more	Per Unit	\$50.00
Driveway Modification	Each	\$200.00
<b>Planning Fees</b>		
Pre-Application Conference before the Planning Commission	Each	\$200.00
Concept Review Before Town Council	Each	\$200.00
Lot Line Vacation/ Boundary Adjustment	Each	\$500.00
Rezoning*	Each	\$1,700.00
Variance*	Each	\$500.00
Conditional Use*	Each	\$500.00
Public Petition to Amend Zoning Regulations*	Each	\$500.00
Condominium Plat	Each	\$1,500.00
Replat, Supplemental Plat, Amended Plat, Subdivision Exemption	Each	\$500.00

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Subdivisions	Each	\$3,000.00
Preliminary Plat	Each	\$500.00
Planned Unit Development	Each	\$3,000.00
Planned Unit Development, Major Alteration	Each	\$2,500.00
Planned Unit Development, Minor Alteration	Each	\$200.00
Planned Unit Development*/ Subdivisions Extensions	Each	\$350.00
Annexations	Each	\$1,000.00
Plus the following charges per acre to be annexed	Per acre	\$100.00
Cluster Agreement, License Agreement or Similar Agreement	Each	\$500.00
Waiver Application or Similar	Each	\$500.00
Covenant or Declaration Amendment	Each	\$500.00
Appeal*	Each	\$750.00
Other Application types not listed*	Each	\$100 minimum
Plus the following charge for PC or TC Meetings	Each	\$200.00
<b>Permitting Fees</b>		
Work Done without a Building Permit	Each	\$100.00 or permit fee (whichever is greater)
<b>Signs and Advertising</b>		
Permanent Sign/Advertising Fees	Each	\$50.00
Portable, Sandwich Board and Banner	Each	\$25.00
Sign Variance or Modification	Each	\$100.00
Sign Code Appeal to the Town Council	Each	\$200.00
<b>Other Fees</b>		
Fiscal Impact Report**	Each	TBD
Reconciliation Audit Fee***	Each	TBD
Temporary Permit for above ground storage tank of liquefied petroleum gases	Each	\$100.00
<b>Special Meeting Fees</b>		
Planning Commission	Each	\$1,250.00
Town Council	Each	\$1,400.00

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<b>Dog Licenses</b>		
Spayed/Neutered Dog	Each	\$10.00
Unaltered Dog	Each	\$25.00
Renewal License	Each	\$5.00
Replacement Tag	Each	\$5.00
<b>Industrial Revenue Bonds</b>		
Application Fee of Industrial Revenue Bonds	Each	0.25 of 1% of the total amount of the bond
<b>Liquor Fees</b>		
New Liquor License Application	Each	Maximum allowed per state
Liquor License Renewal Fees	Each	Maximum allowed per state
Special Event Liquor Permit Application	Event	\$100.00
Late Renewal Fee (if renewal is received less than 45 days prior to the expiration date)	Each	\$500.00
Liquor license fingerprints and background check	each	\$40.00
<b>Maintenance Fees</b>		
Labor	Per hour	\$90.00
Dump Truck	Per hour	\$185.00
Sweeper	Per hour	\$260.00
Ski Steer	Per hour	\$260.00
Tool Cat	Per hour	\$260.00
Backhoe	Per hour	\$310.00
Loader	Per hour	\$375.00
Grader	Per hour	\$385.00
Chevy 3500 Dump Bed	Per hour	\$150.00
<b>Marijuana Fees</b>		
New Application Fee	Each	\$2,000.00
Yearly Operating Fee	Each	\$2,000.00
Change of Location Fee	Each	\$500.00
Modification of Premise	Each	\$500.00
Change of Corporate Structure/Officers/Directors	Per change	\$300.00
Manager Registration (if not owners)	Each	\$500.00

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Transfer of Ownership	Each	\$2,000.00
Marijuana license fingerprints and background check	each	\$40.00
Late Fee (for applications received less than 45 days prior to their renewal date)	Each	\$5,000.00
<b>Municipal Court</b>		
Court Costs	Each	\$20.00
Bench Warrant Fee	Each	\$30.00
Default Judgement Fee	Each	\$30.00
Deferred Judgement Fee	Each	\$180.00
Record Sealing Fee	Each	\$65.00
Collections	Each	25% of total
<b>Parking Tickets</b>		
Overtime Parking	Each	\$25.00
No Parking Zone	Each	\$25.00
Obstruction of Traffic/Maintenance	Each	\$30.00
Parked on Right of Way	Each	\$30.00
Parked Within 5 feet of a Public/Private Driveway	Each	\$30.00
Blocking Fire Hydrant	Each	\$75.00
Handicapped Zone	Each	\$100.00
Parking, Traffic Restriction, Crested Butte Way	Each	\$60.00
Parking in Transit Loop/Visitor Drop-Off	Each	\$60.00
Parking Ticket Late Fee	Each	\$5 on the day after the ticket is late, and \$5 every 15 days it is late
<b>Police Department</b>		
Fingerprints	Per card	\$5.00
Sign Code Appeal	Each	\$200.00
<b>Public Records Requests - Police</b>		
Record Search	Each	\$5.00
Copies	Per page	\$0.25
Redaction of information as required by state statute	Per Record	\$1.00

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Time spent in manipulating any records or data in order to comply with your request for inspection or copying of criminal justice records	Per hour	\$20.00
Other types of media: CD-Rom, DVD, thumb drive	Each	\$10.00
<b>Short Term Rental Fees</b>		
Short Term Rental License Application	Each	\$400.00
Short Term Rental License Renewal Application	Each	\$325.00
Short Term Rental License Application Manual Processing Fee	Each	\$50.00
Short Term Rental Additional Inspections	Each	\$75.00
<b>Special Event Non-Liquor Fees</b>		
Special Event Non-Liquor Application Fee	Each	\$0.00
Special Event Non-Liquor Application Late Fee	Each	\$100.00
Special Event Non-Liquor Damage Deposit Fee	Each	\$200.00
<b>Waste and Recycling - Residential Cart - Based Services</b>		
64 Gallon Trash Can and Recycling Can	Quarter	\$99.00
Late Fee	Quarter	\$10.00
<b>Wedding Garden and Pavilion</b>		
Deposit	Each	\$1,000.00
Garden and Pavilion (Saturdays)	Each	\$2,500.00
Garden and Pavilion (Friday and Sunday)	Each	\$2,000.00
Garden (Monday - Thursday)	Each	\$800.00
Pavilion (Monday - Thursday)	Each	\$700.00
*The fee shall cover the cost of outside consultants and Town attorney review.		
**Applicant will be charged all direct costs incurred in producing a Fiscal Impact Report including staff hourly rate.		

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***Applicant will be charged all direct costs incurred in producing a Reconciliation Audit, including staff hourly rate		
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