

RESOLUTION NO. 25-056

A RESOLUTION OF THE CITY OF PRIEST RIVER, A MUNICIPAL CORPORATION OF IDAHO, AMENDING THE CURRENT BUILDING AND ZONING FEE SCHEDULE; EXPRESSING APPROVAL OF THE ATTACHED SCHEDULE OF FEES FOR BUILDING AND ZONING AND MISCELLANEOUS PERMITS AND REQUESTS; REPEALING ANY RESOLUTION IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Priest River City Council has the responsibility for establishing and maintaining fee schedules for services performed by the City; and

WHEREAS, the Priest River City Council has determined that it is necessary to develop a more equitable method of assessing building, zoning, and development fees; and

WHEREAS, the Priest River City Council has determined that charging a basic permit fee plus an hourly charge is the most equitable method for the City to be compensated for actual service rendered; and

WHEREAS, the Priest River City Council has determined the proposed and attached Schedule of Building and Zoning Related Fees to be fair and equitable; and

WHEREAS, the Priest River City Council has the fiscal responsibility to ensure that the City is adequately compensated for actual services rendered.

NOW, THEREFORE, BE IT RESOLVED, THAT the Schedule of Building and Zoning Related Fees, Appendix A of this resolution and incorporated herein, be adopted.

All other fee schedule resolutions in conflict with this are hereby repealed.

This resolution and attached fee schedule shall be effective November 3, 2025.

PASSED and APPROVED this 3rd day of November, 2025.

Signed:



Jeff Connolly
Mayor

Attest:



Laurel Thomas, CMC
City Clerk/Treasurer

APPENDIX A

APPLICATION	PLANNING FEE	ENGINEERING FEE¹
Annexation / De-Annexation	\$1,000 application fee per every 5 acres or fraction thereof (not to exceed a total of \$2,000) + \$50/hour + cost of notification, mailing fees and ordinance preparation/publication and remapping	N/A
Appeal to City Council	\$100 application fee + \$50/hour + cost of notifications and mailing fees	N/A
Building Permits		
Building Valuation Determination	2010 Building Valuation Data Sheet	N/A
Building Permit Fee	Table 1-A 1997 UBC	
Plan Review Fee	65% of Building Permit Fee	
Additional Plan Review Fee	\$50/hour	
Plan Addendum / Change Review	\$47/hour	
Re-Inspection Fee	\$47/hour	
New Construction Building Permit Deposit	\$500	
Violation for Failure to Obtain a Permit	Double the Building Permit Fee	
Comprehensive Plan Change	\$1,000 application fee + \$50/hour + cost of notification, mailing fees, resolution preparation and remapping	N/A
Conditional or Special Use		
Residential Use	\$1,250 application fee + cost of notifications and mailings	N/A
Commercial Use	\$1,500 application fee + cost of notifications and mailings	N/A
Industrial Use	\$1,500 application fee + cost of notifications and mailings	N/A
Design Review	\$50/hour (1 hour minimum)	\$1,000
Extension of Time	\$100 application fee	N/A
Grading Permit Fees		
50 Cubic Yards or Less	\$50.00	N/A
51 to 100 Cubic Yards	\$100.00	N/A
101 to 1,000 Cubic Yards	\$100 for the first 100 cubic yards + \$25 for each additional 100 cubic yards or fraction thereof	N/A
1,001 to 10,000 Cubic Yards	\$300 for the first 1,000 cubic yards + \$25 for each additional 1,000 cubic yards or fraction thereof	N/A

10,001 to 100,000 Cubic Yards	\$500 for the first 10,000 cubic yards + \$100 for each additional 10,000 cubic yards or fraction thereof	N/A
100,001 Cubic Yards or More	\$1,500 for the first 100,000 cubic yards + \$55 for each additional 10,000 cubic yards or fraction thereof	N/A
Grading Plan Review Fees		
50 Cubic Yards or Less	No Fee	N/A
51 to 100 Cubic Yards	\$50.00	N/A
101 to 1,000 Cubic Yards	\$100.00	N/A
1,001 to 100,000 Cubic Yards	\$100 for the first 10,000 cubic yards + \$40 for each additional 10,000 cubic yards or fraction thereof	N/A
100,001 to 200,000 Cubic Yards	\$500 for the first 100,000 cubic yards + \$20 for each additional 10,000 cubic yards or fraction thereof	N/A
200,001 Cubic Yards or More	\$1,000 for the first 200,000 cubic yards + \$10 for each additional 10,000 cubic yards or fraction thereof	N/A
Additional Plan Review Required by Changes, Additions, or Revisions to Approved Plans	\$100 per hour, or the total hourly cost, whichever is greater. This cost shall include the supervision, overhead, equipment, hourly wages, and benefits of the staff involved.	N/A
Manufactured Home Park	\$1,000 application fee + \$50/hour + cost of notification and mailing fees	\$1,500
Planned Unit Development	\$1,000 application fee + applicable subdivision fees + cost of notifications and mailings	N/A
Plats		
Minor Notational Change	\$500 application fee + \$50/hour	N/A
Lot-Line Adjustment		
Small Subdivision 1-4 Lots	\$1,000 application fee + cost of notifications and mailings	N/A
Subdivision 5+ Lots	\$1,500 application fee + \$50/lot + cost of notifications and mailings	\$3,000
Final Plat – Public Infrastructure Included	\$350 application fee + processing costs	\$1,000
Final Plat – Public Infrastructure Not Included	\$300 application fee + processing costs	N/A
Additional Plat Reviews	\$50/hour	\$500

Sign Permit	\$100 application fee + cost of building permit	N/A
Stormwater Plan		
Residential Plan Review & Inspection	\$100 application fee + \$50/hour	\$750
Commercial Plan Review & Inspection	\$250 application fee + \$50/hour	\$1,250
Vacation of Plat or Right-of-Way	\$500 application fee + \$50/hour + cost of notification, survey, mailing fees, publication and remapping	N/A
Variance	\$750 application fee + cost of notifications and mailings	N/A
Water / Sewer Plan Reviews Not Related to a Development	\$50/hour (1 hour minimum)	\$1,000
Zone Change	\$1,000 application fee + \$50/hour + cost of notification, mailing fees and ordinance preparation/publication and remapping	N/A

¹ Engineering fees are retainers. Review time will be charged at the engineer's contracted hourly rate plus 15% for administration. Review time that exceeds the retainer fee shall be charged at the engineer's contracted hourly rate plus 15% for administration. Any retainer remaining will be refunded.

Any other direct costs incurred by the City in obtaining a review of the application by attorneys, architects, engineers, or other professionals and contractors necessary to enable the City to approve or disapprove the application shall be paid for by the applicant, plus 15% for administration.