RESOLUTION NO. 26-037

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All other fee schedule resolutions in conflict with this are hereby repealed.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 October 1, 2026.

PASSED and APPROVED this 17th day of August, 2026.

Signed:

Jeff Connolly
Mayor

Attest:

Laurel Thomas, CMC
City Clerk/Treasurer

APPENDIX A

APPLICATION	PLANNING FEE	ENGINEERING FEE[1]
Annexation / De-Annexation	$1,000 application fee per every 5 acres or fraction thereof (not to exceed a total of $2,000) + cost of notification, mailing fees and ordinance preparation/publication	N/A
Appeals		
Appeal to City Council	$250 application fee + cost of notifications and mailing fees	N/A
Appeal of an Administrative Decision	$100 application fee + cost of notifications and mailing fees	N/A
Reconsideration Request	$250 application fee + cost of notifications and mailing fees	N/A
Building Permits		
Building Valuation Determination	August 2018 Building Valuation Data Sheet	N/A
Building Permit Fee	2018 IRC Appendix L	
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	
Amendments		
Comprehensive Plan Text Amendment	$1,000 application fee per chapter subsection + cost of notification, mailing fees, and resolution preparation	N/A
Comprehensive Plan Map Amendment	$1,000 application fee per lot + cost of notification, mailing fees, and resolution preparation	N/A
Zone Regulation Text Amendment	$1,000 application fee per section + cost of notification, mailing fees, and ordinance preparation/publication	N/A
Zone Map Amendment	$1,000 application fee per lot + cost of notification, mailing fees, and ordinance preparation/publication	N/A

Conditional or Special Use		
Residential Use	$1,250 application fee + cost of notifications and mailings	$500
Commercial Use	$1,500 application fee + cost of notifications and mailings	$500
Industrial Use	$1,500 application fee + cost of notifications and mailings	$500
Time Extension Request	$100 application fee	N/A
Planned Unit Development	$2,000 application fee + applicable subdivision fees + cost of notifications and mailings	N/A
Plats		
Minor Notational Change	$500 application fee	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
Stormwater Plan		
Residential Plan Review & Inspection	$100 application fee	$750
Commercial Plan Review & Inspection	$250 application fee	$1,250
Vacation of Plat or Right-of-Way	$500 application fee + cost of notification, survey, mailing fees, and publication	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

[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.