

TOWN OF PINETOP-LAKESIDE

RESOLUTION NO. 25-1774

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF PINETOP-LAKESIDE, ARIZONA, ADOPTING THE FY 2025-2026 PROPOSED CONSOLIDATED FEE SCHEDULE FOR THE TOWN OF PINETOP-LAKESIDE.

WHEREAS, Arizona Revised Statute A.R.S. §9-499.15 authorizes Town Council to establish fees for the Town; and

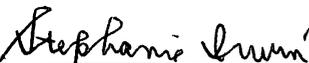
WHEREAS, the Mayor and Council of the Town of Pinetop-Lakeside have determined that an annual review of the general fees for the Town is necessary; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Town of Pinetop-Lakeside, Arizona:

THAT certain document attached hereto as “Exhibit A and incorporated herein by this reference entitled “Town of Pinetop-Lakeside FY 2025-2026 Consolidated Fee Schedule” is hereby approved and adopted for the Town of Pinetop-Lakeside and will go into effect July 1, 2025. Any and all prior Resolutions in conflict herewith, are hereby repealed to that extent.

PASSED AND ADOPTED by the Mayor and Council of the Town of Pinetop-Lakeside, Arizona, this 5th day of June 2025.

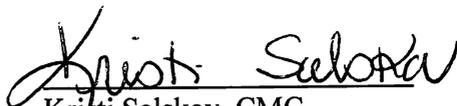
TOWN OF PINETOP-LAKESIDE



Stephanie Irwin
Mayor

ATTEST:

APPROVED AS TO FORM:



Kristi Salskov, CMC
Town Clerk



William J. Sims, III
Town Attorney

EXHIBIT A

**TOWN OF PINETOP-LAKESIDE
FY 2025-2026 PROPOSED CONSOLIDATED FEE SCHEDULE
TO BE EFFECTIVE
JULY 5, 2025**

**TOWN OF PINETOP-LAKESIDE
FY2025-2026 CONSOLIDATED FEE SCHEDULE**

PUBLIC HEARING: JUNE 5, 2025 @ 6:00 p.m. EFFECTIVE JULY 5, 2025

Fees are shown in dollars (\$\$) unless otherwise noted	FY2025-2026 Base
PARKS AND REC	
Ramada	
Ramada #1, Woodland Lake Park (per day with or without electricity)	30.00
Ramada #2, Woodland Lake Park (per day with or without electricity)	40.00
Ramada #3, #4 and #5, Woodland Lake Park (per day no electricity)	20.00
Ramada #2 at Playground, Mountain Meadow Recreation Complex (per day)	30.00
Ramada #1 at Multi-Purpose Court, Mountain Meadow Recreation Complex (per day)	20.00
Field Rentals	
Athletic Ball Fields Per Field/Per Day	100.00
Per Hour (Events over 4 hours - all day)	10.00
Setting Baseball/Sofball Field (each time)	50.00
Multi-Purpose Fields Per Field/Per Day	100.00
Lining Multi-Purpose Fields (each time)	50.00
Front Lot at Mountain Meadow Recreation Complex (per day)	100.00
Multi-Purpose Court (per day)	40.00
Per Hour (Events over 4 hours - all day)	8.00
Tennis/Pickleball Courts (per day/per court)	30.00
Per Hour (Events over 4 hours - all day)	5.00
Volleyball Court Per Day	30.00
Per Hour (Events over 4 hours - all day)	5.00
Volleyball Lighting Per Hour	10.00
Field Lighting Per Hour	10.00
Gym Rental	
Gym Per Day	100.00
Per Hour (Events over 4 hours - all day)	10.00
Special Events	
Special Event Security Deposit	200.00
Equine & Canine Security Deposit	300.00
Trash Removal (per trash can) * Changed from: per dumpster	20.00
Staff Facility assistance (Hourly Rate Per Person)	25.00
Roll-off Can - 40 yard (If required by Special Event Permit)	500.00
Roll-off Can - 20 yard (If required by Special Event Permit)	250.00
<i>Portable Restrooms & Additional Trash Dumpsters are the responsibility of the applicant</i>	
LIBRARY	
Replacement Library Card	
First Replacement	Free
Additional Replacement	1.00
Lost Item	Cost of Item
Overdue Books, Kits, Magazines, Music CDs	Free
Overdue Audiobooks, New Books, Cake Pans, Games, Movies, Video Games	Free
Overdue Interlibrary Loans	Free
Overdue Devices (e-readers, etc.)	Free
Overdue Children's Material (books, kits, movies, audiobooks)	Free
Collection Fee * Lost item- if more than 45 days + automatically charged	12.00
Printing/Copies (Black and White-Per Page)	0.15
Printing/Copies (Color- Per Page)	0.50
FINANCE	
NSF Check/EFT Fees	
Non-sufficient funds (NSF) check/EFT handling fee	35.00
<i>Inclusive of the actual amount charged to the Town by the bank or processor</i>	
PLANNING AND DEVELOPMENT	
Building Permit Fees	
<i>Most Current International Code Council Building Valuation Data (Published Bi-Annually) based on Type of Construction and International Code Council Building Fee Schedule Appendix L</i>	

**TOWN OF PINETOP-LAKESIDE
FY2025-2026 CONSOLIDATED FEE SCHEDULE**

PUBLIC HEARING: JUNE 5, 2025 @ 6:00 p.m. EFFECTIVE JULY 5, 2025

Fees are shown in dollars (\$\$) unless otherwise noted	FY2025-2026 Base
Not obtaining a permit	50% of building permit fee
Plan Check Fee	30% of building permit fee*
Re-inspection Fee	30.00
Revised Commercial Building Plans	30% of the original building permit fee
Building Permit Transfer Fee	5.00
Building Permit Cancellation Fee	25% of the original building permit fee
Manufactured, Mobile or Modular Home Placement Fee	300.00
Foundation only permit	40.00
Electrical Permit	30.00
Gas Permit	25.00
<i>*The Town may collect up to the actual reimbursement cost for commercial building plans that are reviewed by an outside consulting firm.</i>	
Business License Fees	
Annual Business Transaction License (due by July 1st)	50.00
Half Year (January 1st to June 30th)	25.00
Late fee if not renewed within 30 days	25.00
Late fee if not renewed within 60 days	50.00
Solid Waste Annual Permit	200.00
Vacation Rental/Short Term Rental License Fees	
Vacation Rental/Short Term Rental License	250.00
Conditional Use Permits, Variances, Zoning Amendments and Site Plan Review Fees	
Conditional Use Permit	200.00
Variances	200.00
Zoning Amendments	200.00
Major/Minor Amendment to the General Plan (New Item)	200.00
Site Plan Review	300.00
Minor Land Division	35.00
Land Combination	35.00
Lot Line Adjustment	35.00
Advertising Fees:	
Public Hearing Notice of Conditional Use Permits	200.00
Public Hearing Notice of Variances	200.00
Public Hearing Notice of Appeal to the Board of Adjustment	200.00
Public Hearing Notice of Major/Minor Amendment to the General Plan (New Item)	200.00
Public Hearing Notice of Zoning Amendments	200.00
Peddler's / Solicitor's Permit	
First Application, Fingerprinting and Background check	300.00
Additional Permit (each)	50.00
<i>Application must be submitted 45-days prior to the requested dates to conduct sales. Permit are good for 10-consecutive days, Only three (3) permits allowed per year per peddler. A Peddler is limited to one permit from May 1st to September</i>	
Mobile Merchants	
Application Permit	300.00
<i>Application must be submitted 5-business days prior to the requested dates to conduct sales. Permits are only good for 10-days in the month they are applied for.</i>	
Sign Permit	
Permanent Sign Permit	50.00
Permanent Sign Permit with Illumination (includes electrical permit)	80.00
Temporary Signs:	
Banner	No Charge
Portable (per sign)	30.00

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FY2025-2026 CONSOLIDATED FEE SCHEDULE**

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Fees are shown in dollars (\$\$) unless otherwise noted	FY2025-2026 Base
Surcharge for not obtaining a permit	50% of Sign Permit
Change of copy	50% of Sign Permit
Removal of Illegal Temporary Signs (per sign)	10.00
Storage Fees (per day)	1.50
Special Event Permit Fees	
Special Event Annual Vendor's Permit Application Fee	75.00
Special Event Permit Application Fee	100.00
Special Event Vendor's Permit Application Fee- Single Event	20.00
Fees for Small Wireless Facilities (SWF)	
Right-of-way use	\$50/year x # of SWF
Authority utility pole attachment	\$50/year
SWF collocation	\$100 per SWF up to five \$50 per additional SWF's
New replacement or modified utility poles (not subject to zoning review)	750.00
New replacement or modified monopoles and utility poles that are subject to zoning review	1,000.00
Right-of-way use fee for monopoles and associated wireless facilities (waived for locations on pre-existing utility and light poles)	\$200/year x number of SWF's
POLICE	
Alarms	
Alarm Permit Per Year (<i>fee is waived for 65 and over</i>)	25.00
False Activation of an Alarm Within a 12 Month Period:	
1st - 3rd	No Charge
4th - 8th	50.00
9th - 13th	100.00
More than 14 Alarms Per Year	200.00
Animal License Fees	
Altered Dog:	
One Year License / Renewal	10.00
Unaltered Dog (annual) period based on rabies shot expiration date	40.00
Extraordinary Emergency Police Services	
Personnel - Per Hour: Local Community, Commercial Contractors (Blue Ridge USD Officer OT Rate + ERE) (previously \$45.00)	60.00
Vehicle Fee - Per Hour: Commercial Contractors (<i>No Vehicle Fee for Local Community</i>)	15.00
Impounded Vehicles	
Administrative Hearing	150.00
Local Record Check	
Crime Free Multi Housing Member	-
Letter of Clearance (certified)	5.00
Police Reports	
CD/DVD-Audio, Video, Photos	20.00 each
Body Cam Footage (Minimum of \$46.00)	46.00/Hour
Police Reports, Printed Photos, and other Documents (<u>\$10.00 Minimum- Includes 1st 10 pages</u>)	10.00
Additional copies (per page)	1.00
Victim - Part 1 Crime (no fee)	No Charge
Fingerprints (per request)	10.00
PUBLIC WORKS	
Cemetery Fees	
Reservation Prices:	
Single Plot - Pinetop-Lakeside Resident Rate	750.00
Single Plot - Navajo County Resident Rate	1,000.00
Single Plot - Standard Rate	3,000.00
Companion Plot - Pinetop-Lakeside Resident Rate	900.00
Companion Plot - Navajo County Resident Rate	1,200.00
Companion Plot - Standard Rate	3,600.00
Infant/Cremains Plot - Pinetop-Lakeside Resident Rate	400.00
Infant/Cremains Plot - Navajo County Resident Rate	500.00

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Infant/Cremains Plot - Standard Rate	500.00
Interment Fees - Weekdays:	
Single Plot	450.00
Infant/Cremains	180.00
Companion Plot - Upper Level	450.00
Companion Plot - Lower Level	650.00
Interment Fees- Weekends	
Single Plot	500.00
Infant/Cremains	200.00
Companion Plot - Upper Level	500.00
Companion Plot - Lower Level	750.00
Interment Fees- Holidays	
Infant/Cremains	280.00
Single Plot	600.00
Companion Plot- Upper Level	600.00
Companion Plot- Lower Level	850.00
Disinterment Fees:	
Single Adult Plot with Vault	800.00
Single Adult Plot without Vault	1,600.00
Single Infant Plot with Vault	800.00
Single Infant Plot without Vault	1,200.00
Cremation Urn	200.00
Headstone Resetting Fee (existing headstone)	125.00
Plot Transfer Fee	250.00
Recording Fee	10.00
Interment Delays	
<i>A fee equal to one and one half (1 1/2) times the current man-hour rate shall be charged for burial services that are delayed or begin later than the time scheduled.</i>	
Collection Center Fees (For Household and Residential Waste Only)	<i>Added Wording</i>
Residents (Residing in Town Limits)	
<i>Will have the option of unlimited access, (charged either monthly or yearly) Or may continue to pay by item.</i>	
Unlimited Access *Excludes: Construction Trash, Appliances and Green Waste	15.00 monthly
	160.00 yearly
Shredding	
Bankers Box- Standard	15.00 each
Bankers Box-Legal	20.00 each
Household Trash - Bagged	
Up to 15 gallon trash bag	2.00 each
15 gallon trash bag	2.00 each
30 gallon trash bag	3.00 each
40 gallon trash bag	4.00 each
50 gallon trash bag	5.00 each
100 gallon trash bag	10.00 each
Household Trash - Loose	
Loose Trash	4.00 per 1/4" Cubic Yard
Loose Trash	16.00 per cubic yd.
Furniture	
Armchair	12.00 each
Loveseat	24.00 each
Couch	36.00 each
Twin mattress	12.00 each
Full mattress	15.00 each
Queen mattress	18.00 each
King mattress	24.00 each
Other furniture	24.00 per cubic yd.

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EFFECTIVE JULY 5, 2025

Fees are shown in dollars (\$\$) unless otherwise noted	FY2025-2026 Base
Construction Trash	
Construction Rubble	7.00 Per 1/4" Cubic Yard
Construction Rubble	28.00 per cubic yd.
Concrete, Bricks & Tile	72.00 per cubic yd.
Asphalt Shingles	9.00 per 1/4" cubic yard
Asphalt shingles	36.00 per cubic yd.
Appliances	
Commercial	40.00 each
Residential - freezers	28.00 each
Residential - French Door Fridge	20.00 each
Stand Alone Grill	8.00 each
Residential - all others	17.00 each
Freon (charge additional per appliance)	10.00 add. each
Electronics	
Microwaves	7.00 each
CRT Computer Monitors & T.V.	10.00 each
Batteries	
Automotive	5.00 each
Light Bulbs	
Fluorescent bulbs	1.00 per foot/each
Grow bulbs (Increased .50)	3.00 each
Trees/Brush	
Pine needles	12.00 per cubic yd.
Brush	12.00 per cubic yd.
Trees, Logs 8" 1/4" Cubic Yard	7.00 per 1/4" cubic yard
Trees, Logs > 8" 1 Cubic Yard	28.00 per cubic yd.
Stumps > 8"	25.00 each
Christmas Trees	3.00 each
Car/Truck Tires	
Up to 18"	9.00 each
19" to 23"	9.75 each
24" and larger	18.00 each
Tires with Rims	12.00 add. each
55 gallon drums [empty/clean]	5.00 each
Recycling Fee	
Up to 50 gallons of loose recyclables	3.00/Unit (50 gallons)
Non-Residents (Residing outside of Town Limits)	
Shredding	
Bankers Box- Standard	23.00 each
Bankers Box-Legal	30.00 each
Household Trash - Bagged	
Up to 15 gallon trash bag	3.00 each
15 gallon trash bag	3.00 each
30 gallon trash bag	5.00 each
40 gallon trash bag	6.00 each
50 gallon trash bag	8.00 each
100 gallon trash bag	15.00 each
Household Trash - Loose	
Loose Trash	6.00 per 1/4" Cubic Yard
Loose Trash	24.00 per cubic yd.
Furniture	
Armchair	18.00 each
Loveseat	36.00 each
Couch	54.00 each

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Fees are shown in dollars (\$\$) unless otherwise noted	FY2025-2026 Base
Twin mattress	18.00 each
Full mattress	23.00 each
Queen mattress	27.00 each
King mattress	36.00 each
Other furniture	36.00 per cubic yd.
Construction Trash	
Construction Rubble	11.00 Per 1/4" Cubic Yard
Construction Rubble	42.00 per cubic yd.
Concrete, Bricks & Tile	108.00 per cubic yd.
Asphalt Shingles	14.00 per 1/4" cubic yd.
Asphalt Shingles	54.00 per cubic yd.
Appliances	
Commercial	60.00 each
Residential - freezers	42.00 each
Residential - French Door Fridge	30.00 each
Stand Alone Grill	12.00 each
Residential - all others	26.00 each
Freon (charge additional per appliance)	15.00 add. each
Electronics	
Microwaves	11.00 each
CRT Computer Monitors & T.V.	15.00 each
Batteries	
Automotive	8.00 each
Light Bulbs	
Fluorescent bulbs	2.00 per foot/each
Grow bulbs	5.00 each
Trees/Brush	
Pine needles	18.00 per cubic yd.
Brush	18.00 per cubic yd.
Trees, Logs 8" 1/4" Cubic Yard	11.00 per 1/4" cubic yard
Trees, Logs > 8" 1 Cubic Yard	42.00 per cubic yd.
Stumps > 8"	38.00 each
Christmas Trees	5.00 each
Car/Truck Tires	
Up to 18"	14.00 each
19" to 23"	15.00 each
24" and larger	27.00 each
Tires with Rims	18.00 add. each
55 gallon drums [empty/clean]	8.00 each
Recycling Fee	
Up to 50 gallons of loose recyclables	5.00/Unit (50 gallons)
Map Fees	
18"x12" Black and White	3.00
18"x12" Color	4.00
18"x14" Black and White	4.00
18"x14" Color	5.00
18"x24" Black and White	5.00
18"x24" Color	6.00
24"x36" Black and White	7.00
24"x36" Color	8.00
36"x48" Black and White	1.00 per square foot
36"x48" Color	2.00 per square foot
Permit Fee	
Right of Way Permit Fee	35.00
Residential	-

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Fees are shown in dollars (\$\$) unless otherwise noted	FY2025-2026 Base
Commercial	-
Utilities	-
Mailbox w/ installation fee	\$150.00
Application Fee for Abandonment of Public Easement and/or Public Right-of-Way (New Item)	\$500.00
TOWN CLERK	
Records copied to flashdrive	10.00 each
Commercial Record Request	50.00 Flat +Materials
Audio Recording to CD or DVD	20.00
Certification of Town Documentation	5.00
Photocopies of Public Records (per page)	0.25
Election Initiative and Referendum Argument Fee	200.00
Recording Fees - Navajo County (Follows Navajo County Schedule)	
Facility Rental Fees - Local and Other Organizations (Fee is waived to Local 501c Non-Profit Organization):	
Council Chambers	20.00/hour or 80.00/day
Executive Meeting Room	20.00/hour or 80.00/day
Key Security Deposit (Remove Item)	15.00
Liquor License Application Fee (Per Resolution No. 06-823)	
Application Fee for a Series 06 through 16 License	100.00
Application for Extension of Premises/Patio Permit	50.00
Application for Special Event Liquor License	25.00