

Town of Haxtun  
Resolution # 2019-3

A RESOLUTION SETTING BUILDING PERMIT POLICY and FEES

**WHEREAS**, the Town of Haxtun has the ability to set policy and fees concerning building permits, and

**WHEREAS**, the Town Council of the Town of Haxtun, has determined it to be in the best interest of the Town to update the building permit policies and to accomplish a suitable path of collecting use tax and to adhere to Ordinance 17.24.30 of the Town of Haxtun's municipal code, concerning building permit use. A policy is needed to address when a building permit is required and what the fees related to the building permit should include.

**NOW THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF HAXTUN, COLORADO, THAT:**

The following list will constitute what and when a building permit is needed:

1. The construction or addition of any building including, houses, manufactured homes, garages, sheds, green houses, shelters, fences, pools, sidewalks, driveways, sprinkler systems, patios, placement of carports or shipping containers, or any other type of structure.
2. Alterations including additions to any structure.
3. Remodeling of any structure internal or external, including internal dry wall, counter tops, cabinets etc.
4. Replacement of all types of external building materials, including roofing materials, doors, door encasements, windows, window encasements, and all types of siding, etc.
5. Any type of concrete or asphalt work or replacement work.
6. Any type of fence or fence replacement work.

Because the town has no specific knowledge as to the exact dollar cost and /or the value of all materials that may be used in the project, the use tax collected is considered an estimate. For the purpose of estimating use tax, the Town of Haxtun will base the estimate upon ½ or 50% of the project valuation. In these instances the town reserves the right to determine use tax on a case by case basis and may request a written cost breakdown. For pre-built structures, the permit fees and use tax will be based on half of the total cost of the structure.

Used materials will not be taxed but must be approved by the town building inspector. A permit fee based on the value of the used materials will be collected at the time of application.

The copy of the building permit received from the town indicates the amount of Town of Haxtun and Phillips County tax that has been paid. In order to avoid paying use tax at the time of building and construction material purchases, a copy of the building permit must be presented to the local retailer.

The building permit fees are to be structured as follows:

Project value \$0-\$1000	\$10.00
\$1000- \$2500	\$25.00
\$2500 and up	\$25.00 plus \$5.00 per \$1000

Fees will be paid as well as the use tax before any permit will be issued. No construction will proceed without obtaining a signed copy of the building permit.

The Water Tap Fees for a normal residential/commercial ¾” tap fee will be \$2000.00. 1” tap and larger includes the tap fee plus the cost of larger pipe and a meter.

The Sewer Tap Fees for a normal residential/commercial 4” tap fee will be \$2000.00. Larger sewer taps will include the tap fee plus cost of additional material.

The Electric Tap Fee for a normal residential/commercial single phase 200 amp service will be \$1000.00. The applicant will be charged time and material for all additional electrical needs above the normal service.

Residential/commercial customers who have an existing overhead electrical service can upgrade to a new single phase 200 amp underground service for a fee of \$500.00 to cover the cost of materials. Labor provided by the Town of Haxtun for installation will be provided at no charge to the customer.

The Utility deposit is set at \$200.00.

A copy of the building permit must be posted in a visible location so that it may be seen from the street directly in front of the project.

This Resolution shall become effective upon adoption.

The above and foregoing Resolution was, on motion duly made and seconded, adopted on  
June 3 2019.

TOWN OF HAXTUN

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Todd Workman, Mayor

ATTEST:

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Karie L Wilson, Town Clerk