

**Appendix A
Fees, Rates and Charges Imposed Pursuant to the Silverthorne Town Code**

NOTE: In the event of a conflict between the fees, rates and charges listed in this Appendix A and the text of any individual section of the Town Code, the provisions of this Appendix shall control.

A. General Government

Code Section	Description	Amount
	Administrative fees (copies, computer time research, etc.)	Per Town Manager
	Charge for returned check	\$25.00
<u>1-1-17</u>	Sale of Code book	\$75.00
<u>1-3-1</u>	Court fines	Up to \$1000.00; costs as set by judge
<u>1-3-7(c)</u>	Work program administrative fee	\$60.00
<u>1-7-8</u>	Annual business license fee	\$75.00
	Business list print fee	\$25.00
	Penalty for late renewal	\$10.00/month
<u>1-7-35</u>	Peddling and soliciting permit	\$75.00/year
<u>1-10-3</u>	Retail sales tax	.02/\$1.00
<u>1-10-84.5</u>	Special events license	\$75.00
<u>1-11-1</u>	Tax levy of telephone utility (annually)	\$895.00
<u>1-12-2</u>	Lodging tax on short-term lodging rentals	.02/\$1.00
<u>1-13-3</u>	Development excise tax on new residential construction	\$2.00 per sq. ft.
<u>1-16-5</u>	Description of Short Term Rental	
	Studio	\$100.00/year
	1 Bedroom	\$150.00/year
	2 Bedroom	\$200.00/year
	3 Bedroom	\$250.00/year
	4 or more Bedrooms	\$300.00/year
Ord. 1993-4; § A197-5	Electric & gas utility franchise fee	3% of revenue
Ord. 2001-7	Cable franchise fee	5% of gross revenues

B. Public Safety

Code Section	Description	Amount
	Administrative fees (copies, reports, fingerprinting, background checks, etc.)	As set by Police Chief and Town Manager
	Sexual offender registration	\$30.00 per registration
<u>2-2-2(b)</u>	Animals running at large	
	First conviction	\$50.00
	Second conviction	\$100.00
	Third conviction	\$200.00
	Each additional conviction	Add \$100.00
<u>2-2-3(b)</u>	Prohibited animal noise	
	First conviction	\$25.00
	Second conviction	\$50.00
	Third conviction	\$100.00
	Each additional conviction	Add \$100.00
<u>2-2-20(b)</u>	Livestock impoundment fee	Per Police Chief and Town Manager
<u>2-4-7</u>	Blue River rescue cost	\$500.00 minimum
<u>2-7-3</u>	Construction zone speeding violation	Fine doubled
<u>2-7-8</u>	Parking on Town streets or rights-of-way	\$20.00 minimum
<u>2-7-11</u>	Parking, standing in fire lane	\$100.00 minimum
<u>2-7-12</u>	Parking, standing in handicapped parking space	\$100.00 minimum
<u>2-7-13</u>	Parking on private property	\$50.00
<u>2-8-3(b)(8), (b)(9)</u>	Liquor license fees	As set forth in applicable Colorado Revised Statutes and/or in the schedule maintained by the Town Clerk
<u>2-8-18(d)</u>	Educational liquor seminar	Actual cost to Town

C. Public Works

Code Section	Description	Amount
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<u>3-1-1</u>	Excavation & encroachment/road cut permit fee	\$100.00
<u>3-2-1</u>	Sewer service charge inside corporate limits of Town	\$34.89 per month per EQR
<u>3-2-2(b)</u>	Late charge on 21 day overdue sewer and/or water service accounts	1% minimum
<u>3-2-2(c)</u>	Reconnection of water and/or sewer service after disconnection	Minimum of 1 hour at \$85.00 per hour
<u>3-2-3(a)</u>	Shutoff notice charge	
	First notice	\$50.00
	Second notice	\$75.00
	Third notice	\$100.00
	Fourth notice until 2 consecutive payments are remitted	\$125.00
<u>3-3-9(c)(1)</u>	Private sewage permit & plan inspection fee	\$100.00 plus sewer tap fee
<u>3-3-12(b)(2)</u>	Sewer system development fee	\$6,600.00 increased by \$200.00/year annually on and after 1/1/19
<u>3-3-12(b)(6)</u>	Sewer system connection fee	As set by Public Works Director and Town Manager on a per-visit charge
<u>3-3-13(c)</u>	Sewer service charge outside corporate limits of Town per month per EQR	150% of in-Town rate
<u>3-3-13(d)</u>	Residential sewer service (senior citizen rate)	Eliminate and apply same as Code <u>Section 3-4-17(a)</u> . Customers registered for the senior rate before 10/24/01 are exempt.
<u>3-4-16(1)</u>	Water system development fee	\$8,000.00 increased by \$200.00/year annually on and after 1/1/19
<u>3-4-16(6)</u>	Water system connection fee	Set by Public Works Director and Town Manager on a per-visit charge
<u>3-4-16(8)</u>	Water service charge outside Town	1.5 times in-Town rate
<u>3-4-17(a)</u>	Metered water service for a normal rate building	\$16.24 per month per EQR plus prorated consumption:
		\$1.35/1,000 gal/EQR 0—5,000 gallon
		\$2.70/1,000 gal/EQR 5,001—10,000 gallon
		\$4.00/1,000 gal/EQR 10,001—16,666 gallon
		\$5.70/1,000 gal/EQR 16,667 & higher gallon
	Metered bulk water	\$50.00/month plus \$8.50 per 1,000 gallons
<u>3-4-17(a)(2)</u>	EQR Lease on a case by case basis	As set by the Public Works Director
<u>3-4-17(a)(3)</u>	Emergency wholesale bulk water to another town or district	As set by the Public Works Director

3-4-17(b)	Metered water service for a building (senior citizen rate)	Eliminate and apply same as Code <u>Section 3-4-17(a)</u> . Customers registered for the senior rate before 10/24/01 are exempt.
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D. Community Development and Other Inspections and Fees

Code Section	Description	Amount		
<u>4-1-6</u>	Review fees for Community Development/Engineering staff reviews, meetings and inspections, including consultant, inspector and attorney fees for the following:			
	• Annexation			
	• Zoning			
	• PUD			
	• Subdivision			
	• Site Plan			
	• Site work inspection/follow-up			
	• Variance			
	• Conditional use permit			
	• Comprehensive sign plan			
	• Accessory use			
	a. <u>Hourly Fees</u>			
	Preapplication (Town staff)	\$0		
	Project review (Town staff)	\$100.00		
	Attorney review	110% of attorney invoice		
	Private consultants and inspectors	110% of consultant invoice		
	b. <u>Application Fees</u>			
	<u>Review Process</u>	<u>Residential</u>	<u>Mixed Use</u>	<u>Commercial</u>
	Site plans	\$1,000	\$1,250	\$1,500
	PUD	2,000	2,000	2,000
	PUD major amendment	2,000	2,000	2,000
	PUD minor amendment	1,000	1,000	1,000
	Subdivision/platting	2,000	2,000	2,000

	Minor resubdivision plat	400	400	500
	Replat, vacation or plat amendment	400	500	500
	Condo plat	500	500	500
	Annexation	2,000	2,000	2,000
	Rezoning	1,000	1,200	1,500
	Conditional use permit	600	600	600
	Accessory use	300	300	300
	Variance	700	900	1,000
	Variance: sign	350	350	350
	Comprehensive sign plan	n/a	150	150
	Other administrative fees, rates and charges for Community Development Department activities as established by the Town Manager.			
4-4-92(d)	Sewer opportunity fee per EQR		\$2,450.00 increased by \$50.00/year annually and after 1/1/19	
<u>4-11-2(a)(14)</u>	Construction Permit Fee Schedule		As shown in schedule	

SECTION 101. GENERAL

101.1 Schedule of fees. On new buildings, structures, conveyance equipment, electrical, gas, mechanical, and plumbing systems or alterations requiring a permit, fees for each permit shall be paid as set forth in this schedule. Other inspections and fees associated with these permits and the services provided by the building department shall require payment of fees as set forth in this schedule.

101.2 Regional modifier. A regional modifier of 1.30 is hereby created for use in conjunction with data from the Building Valuation Data Table for each permit for which a building permit application is received and the fees paid on or after the effective date of Ord. No. 2014-15, adopted Nov.12, 2014.

SECTION 102. BUILDING PERMIT FEES

102.1 Permit fees. The fee for each building permit shall be as set forth in Table 102.

102.2 Plan review fees. When submittal documents are required by the building code, a plan review fee shall be paid at the time of submitting the submittal documents for plan review. Said plan review fee shall be 65 percent of the building permit fee as set forth in Section 102.1. The plan review fees specified in this Section are separate fees from the permit fees specified in Section 102.1 and are in addition to the permit fees. When submittal documents are incomplete or changed so as to require additional plan review, an additional plan review fee shall be charged at the rate shown in Table 107.

102.2.1 Deferred submittal plan review fees. When the project involves deferred submittal items as defined in the building code, the plan review fee shall be equal to the amount of the permit fee as set forth in Section 102.1

Table 102

Building Permit Fees

(Permit applications for which a complete building permit application is received and the fees paid on or after May 9, 2002)

TOTAL VALUATION	FEE
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\$1.00 to \$500.00	\$23.50
\$500.01 to \$2,000.00	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,000.01 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,000.01 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,000.01 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,000.01 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,000.01 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,000.01 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.65 for each additional \$1,000.00, or fraction thereof

SECTION 103. ELECTRICAL PERMIT FEES

103.1 Permit fees. The fee for each electrical permit shall be as set forth in Table 103.

103.2 Plan Review Fees. The plan review fees for electrical work shall be 65 percent of the electrical permit fee as set forth in Section 103.1. The plan review fees specified in this Section are separate from the permit fees specified in Section 103.1 and are in addition to the permit fees. When submittal documents are incomplete or changed so as to require additional plan review, an additional plan review fee shall be paid as set forth in Table 103.

Table 103

Electrical Permit Fees

RESIDENTIAL FEES: This includes construction and extensive remodeling and additions to modular homes, duplexes, condominiums and townhouses (based on the enclosed living area).	
UNIT AREA	PERMIT FEE
Not more than 1,000 sq. ft.	\$115.00
Over 1,000 sq. ft., and not more than 1,500 sq. ft.	\$172.50
Over 1,500 sq. ft., and not more than 2,000 sq. ft.	\$230.00
Over 2,000 sq. ft.	\$230.00 plus \$11.50 per 100 sq. ft. or fraction thereof over 2,000 sq. ft.
ALL OTHER FEES: Except for inspection in mobile homes and travel parks, all other permit fees shall be computed on the dollar value of the electrical installation, including time and material (total cost to the customer), and such fees shall be computed as follows:	
VALUATION	PERMIT FEE
Not more than \$2,000.00	\$115.00

More than \$2,000.00	\$11.50 per thousand or fraction thereof PLUS \$115.00
Mobile homes and travel parks per space	\$115.00
Additional plan review	\$65.00 per hour or fraction thereof
Reinspection on all above	\$65.00
Temporary power permit	\$65.00
Hot tub electrical permit	\$115.00

SECTION 104. MECHANICAL PERMIT FEES

104.1 Permit Fees. The fee for each mechanical permit shall be determined by multiplying total mechanical valuation by a constant of 0.0075. The minimum fee for any mechanical permit shall be \$50.00. The determination of valuation shall be in accordance with the *Building Code of the Town of Silverthorne*. Mechanical valuation set by the building official for projects without accurate total mechanical valuation by the applicant will be determined as a percentage of total building valuation by multiplying the total building valuation by a constant of 0.10.

104.2 Plan review fees. The plan review fees for mechanical work shall be equal to 65 percent of the mechanical permit fee as set forth in Section 104.I. The plan review fees specified in this Section are separate fees from the permit fees specified in Section 104.1 and are in addition to the permit fees. When submittal documents are incomplete or changed so as to require additional plan review, an additional plan review fee shall be charged at the rate shown in Table 107.

SECTION 105. PLUMBING PERMIT FEES

105.1 Permit Fees. The fee for each plumbing permit shall be determined by multiplying total plumbing valuation by a constant of 0.0075. The minimum fee for any plumbing permit shall be \$50.00. The determination of valuation shall be in accordance with the *Building Code of the Town of Silverthorne*. Plumbing valuation set by the building official for projects without accurate total plumbing valuation by the applicant will be determined as a percentage of the total building valuation by multiplying the total building valuation by a constant of 0.10.

105.2 Plan review fees. The plan review fees for plumbing work shall be equal to sixty-five percent (65%) of the plumbing permit fee as set forth in Section 105.I. The plan review fees specified in this Section are separate fees from the permit fees specified in Section 105.1 and are in addition to the permit fees. When submittal documents are incomplete or changed so as to require additional plan review, an additional plan review fee shall be charged at the rate shown in Table 107.

SECTION 106. ELEVATOR PERMIT AND CERTIFICATE OF INSPECTION FEES

106.1 Permit Fees. The fee for each elevator permit shall be as set forth in Table 106.1.

106.2 Additional plan review fees. When submittal documents are incomplete or changed so as to require additional plan review, an additional plan review fee shall be charged at the rate shown in Table 106.1.

Table 106.1

Elevator Permit Fees

NEW INSTALLATIONS	FEE
1. Passengers or freight elevator, escalator, moving walk:	
Up to and including \$50,000.00 of valuation	\$375.00
Over \$50,000.00 of valuation	\$375.00 plus \$7.00 for each \$1,000.00 or fraction thereof over \$50,000.00
2. Dumbwaiter or private residence elevator:	
Up to and including \$20,000.00 of valuation	\$275.00

Over \$20,000.00 of valuation	\$275.00 plus \$4.00 for each \$1,000.00 or fraction thereof over \$20,000.00
Major Alterations:	
Fees for major alterations shall be as set forth in Table 102. Installation fee includes charges for equipment on the conveyance side of the disconnect switch.	
Other Inspection Fees:	FEE
1. Inspections outside of normal hours, per hour (minimum charge - two hours)	\$65.00/hour
2. Reinspection fees, per inspection	\$450.00 commercial \$350.00 residential
3. Inspections for which no fee is specifically indicated, per hour (minimum charge - one hour)	\$65.00/hour
4. Additional plan review, per hour (minimum charge - one hour)	\$65.00/hour

Or the total hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved.

SECTION 107. OTHER INSPECTIONS AND FEES

107.1 Other inspections and fees. Other inspections and fees associated with these permits and the services provided by the building department shall require payment of fees as listed in Table 107.

Table 107

Other Inspections and Fees

DESCRIPTION	FEE
1. Inspections outside of normal business hours, per hour (minimum charge - two hours)	\$50.00 per hour ¹
2. Reinspection fees assessed	\$65.00
3. Inspections for which no fee is specifically indicated (minimum charge - one hour)	\$50.00 per hour ¹
4. For use of outside consultants for plan checking or inspections, or both	Actual Costs ²
5. Additional plan review (minimum charge - one hour)	\$50.00 per hour ¹
6. Clerical time for researching or duplicating records, or both (minimum charge - one hour)	\$47.00 per hour ¹
7. Hot tub installation permit	\$115.00
8. Demolition permit	\$50.00

¹ Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employee involved.

² Actual costs include administrative and overhead costs.

Code Section	Description	Amount
<u>4-1-21</u>	Failure to conform with approved site plan	\$1,000.00 per day
<u>4-1-51(a)</u>	Occupying a structure or building without a valid certificate of occupancy	\$1,000.00 per day
<u>4-4-23(e)</u>	Adult business license Type A Adult business license Type B	\$1000.00 \$2000.00
<u>4-4-23(g)</u>	Application fee	\$250.00
<u>4-4-23(h)</u>	Investigation fee	Equal to fee charged by State Department of Public Safety
<u>4-4-27(d)</u>	Event permit application fee	\$50.00
<u>4-4-34</u>	Violation of provisions concerning keeping equine animals	\$25.00 per violation
4-4-92(d)	Sewer opportunity fee per EQR	\$2,400.00 increased by \$50.00/year annually and after 1/1/18
4-6-14(j)(9)	Failure to maintain landscaping	\$500.00
4-6-16(i)	Failure to conform to lighting provisions	\$300.00
<u>4-8-44(4)</u>	Failure to remove dead, diseased and/or beetle-infested trees	Two times the cost of removal plus \$300.00 per day
<u>4-8-52(b)(4)</u>	Failure to remove combustible material on undeveloped parcel	Two times the cost of removal plus \$300.00 per day
<u>4-8-52(b)(5)</u>	Failure to remove dead, diseased and/or beetle-infested trees	Two times the cost of removal plus \$300.00 per day
<u>4-8-52(4)</u>	Failure to remove combustible material on undeveloped parcel	\$300.00
<u>4-8-52 (5)</u>	Failure to remove dead, diseased and/or beetle-infested trees	\$300.00
<u>4-8-65(b)</u>	Failure to remove noxious weeds	Two times the cost of removal plus \$300.00 per day
<u>4-9-5(7)</u>	Banner sign permit fee	\$25.00
<u>4-9-5(7)</u>	Fine for no banner permit	\$150.00
<u>4-9-5(15) and 4-9-12(4)</u>	Large real estate sign permit First year: Renewal year:	\$2.00 per sq. ft. \$4.00 per sq. ft.
<u>4-9-21</u>	Fine/charges for no sign permit	\$150.00 per day

<u>4-9-21(g)</u>	Sign permit fees	Under 18 sq. ft.: \$30.00 All others: \$2.00 per sq. ft.
<u>4-9-21(h)</u>	Administrative fine for failure to obtain sign inspection	\$150.00
<u>4-12-18</u>	Fee for placement on mailing list for notice of matter of state interest	\$25.00 per year
<u>4-12-53</u>	Permit application fee for matter of state interest	Determined by Community Development Department
<u>4-13-8</u>	New medical marijuana license	\$3,000.00
<u>4-13-8</u>	New retail marijuana license	\$3,000.00
<u>4-13-8</u>	Medical marijuana business applying for a retail marijuana license	\$1,500.00
<u>4-13-8</u>	Fees for the annual renewal of any license	50% of a new license
<u>4-13-8</u>	Transfer of ownership of license or application	\$250.00
<u>4-13-8</u>	Corporation or LLC structure change (per person)	\$100.00
<u>4-13-8</u>	Change of location	\$500.00
<u>4-13-8</u>	Modification of premise	\$150.00

E. Recreation and Culture

5-1-1 Fees, rates and charges for use of the Silverthorne Recreation Center:

	Summit County Resident Rate	Silverthorne Resident Rate
Daily Rates		
Child (4—11 yrs)	\$6.00	\$4.00
Youth (12—17 yrs)	\$7.00	\$5.00
Adult (18+ yrs)	\$12.00	\$10.00
Seniors	\$10.00	\$8.00
Adult/Youth Shared Pass	\$96.00	\$96.00
6-Visit Punch Pass		
Youth	\$28.00	\$28.00
Adult	\$56.00	\$56.00
Senior (60+ yrs)	\$44.00	\$44.00
20-Visit Punch Pass		
Child	\$65.00	\$55.00

Youth	\$78.00	\$68.00
Adult	\$140.00	\$120.00
Senior (60+ yrs)		
One Month		
Youth	\$36.00	\$29.00
Adult	\$60.00	\$48.00
Family	\$122.00	\$98.00
Senior (60+ yrs)	\$46.00	\$37.00
Three Month Buddy Pass		
Youth	\$92.00	\$73.00
Adult	\$153.00	\$122.00
Senior (60+ years)	\$117.00	\$94.00
Six Month Pass		
Youth	\$173.00	\$138.00
Adult	\$288.00	\$230.00
Family	\$586.00	\$468.00
Senior (60+ yrs)	\$221.00	\$177.00
Six Month Buddy Pass		
Youth	\$162.00	\$130.00
Adult	\$270.00	\$216.00
Senior (60+ yrs):	\$207.00	\$166.00
Annual Pass		
Youth	\$302.00	\$242.00
Adult	\$504.00	\$403.00
Family	\$1,025.00	\$820.00
Senior (60+ yrs)	\$386.00	\$309.00
Miscellaneous Fees: Miscellaneous fees will be set administratively to cover the cost of services.		
Summit 15 Punch Pass (customer can use at either Silverthorne or Breckenridge Rec. Center.)	Child	\$80.00
	Youth	\$95.00

	Adult	\$140.00
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5-1-1 Fees, rates and charges for use of the Silverthorne Town Pavilion:

Entire Facility	Base Rate Monday-Thursday	Base Rate Friday and Sunday	Base Rate Saturday
January - April	\$650.00	\$1,025.00	\$1,400.00
May	\$1,200.00	\$2,000.00	\$2,950.00 *
June - September	\$1,950.00	\$2,950.00 *	\$3,950.00 *
October	\$1,200.00	\$2,000.00	\$2,950.00 *
November	\$650.00	\$1,025.00	\$1,400.00
December	\$650.00	\$1,025.00	\$1,400.00

* Black Out Dates: Not available for discounted use for: employees, Council, grants, locals, NFPs with the exception of events planned less than 7 days in advance.

	Base Rate
Breakout Room:	
Sunday - Thursday 2 hours	\$70.00
Sunday - Thursday 4 hours	\$140.00
Sunday - Thursday 8 hours	\$240.00
Friday and Saturday 2 hours	\$100.00
Friday and Saturday 4 hours	\$200.00
Friday and Saturday 8 hours	\$350.00
Breakout Room & Lobby:	
Sunday - Thursday 2 hours	\$170.00
Sunday - Thursday 4 hours	\$240.00
Sunday - Thursday 8 hours	\$340.00
Friday and Saturday 2 hours	\$200.00
Friday and Saturday 4 hours	\$300.00
Friday and Saturday 8 hours	\$450.00
Rates for events held on a Holiday (Holiday as defined by the Town's Personnel Policy) will be determined by the Department Director	

Discounted Uses:
Summit residents - 10%
Silverthorne residents - 15%
Not for Profits/Government - 40%
Full-time employees and Council - 40%
Part-time employees - 20%
Employee and Council Member discounts may be used for "immediate family" only. For purposes of this policy, an employee's "immediate family" includes his or her spouse, common-law spouse, children, parents, grandparents, grandchildren, siblings and stepparents. "Immediate family" also includes the parents, stepparents, siblings or children of the employee's spouse.
Miscellaneous fees and deposits - To be determined by the Department Director

(Source: Ord. 1994-21 §1; Ord. 1994-28 §1; Ord. 1995-1 §1; Ord. 1995-8 §83; Ord. 1995-11 §1; Ord. 1996-7 §16; Ord. 1996-08 §4; Ord. 1996-11 §28; Ord. 1996-14 §1; Ord. 1996-18 §1; Ord. 1997-24 §1; Ord. 1998-12 §1; Ord. 1998-31 §1; Ord. 1999-10 §1; Ord. 2000-06 §1; Ord. 2000-14 §4; Ord. 2000-20 §1; Ord. 2001-4 §1; Ord. 2001-16 §1; Ord. 2002-6 §1; Ord. 2002-11 §1; Ord. 2003-17 §1; Ord. 2004-3 §§1, 2, 2004; Ord. 2004-10 §1, 2004; Ord. 2004-8 §4; Ord. 2005-14 §1; Ord. 2006-13 §1; Ord. 2006-19 §1; Ord. 2007-2 §5; Ord. 2007-3, §5; Ord. 2007-19 §1; Ord. 2008-3 §7; Ord. 2008-14 §1; Ord. 2009-07 §1; Ord. 2009-22 §1; Ord. 2010-06 §1; Ord. 2011-09 §1; Ord. 2012-09 §1; Ord. 2013-14 §1; 2014-15, §1; Ord. 2015-16, §1; Ord. 2016-11, §1; Ord. 2017-10, § 1; Ord. 2018-12, §1)