

TOWN OF PITKIN, COLORADO
RESOLUTION NO. 5
SERIES OF 2025

**A RESOLUTION OF THE BOARD OF TRUSTEES OF THE TOWN OF
PITKIN, COLORADO, ADOPTING AN UPDATED FEE SCHEDULE**

WHEREAS, pursuant to C.R.S. § 24-72-205(6) within the Colorado Open Records Act, C.R.S. § 24-72-200.1, *et seq.* ("CORA"), the Town may impose a fee for the research and retrieval of requested public records and that fee may increase every five years;

WHEREAS, by Ordinance 2019-1, the Town adopted a CORA policy that included a research and retrieval fee that is now out of date;

WHEREAS, by Ordinance No. 2, Series of 2021, the Town of Pitkin Board of Trustees acting as a Board of Health pursuant to C.R.S. § 25-10-101, *et seq.*, adopted Onsite Wastewater Treatment System ("OWTS") regulations that impose fees and penalties as may be set forth in a fee schedule; and

WHEREAS, by authority of various other ordinances and statutes, the Town has the authority to set fees to offset the actual direct and indirect costs of providing certain services, which fees may be updated from time to time to keep pace with the Town's actual direct and indirect costs of providing those services.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF
THE TOWN OF PITKIN, COLORADO, AS FOLLOWS:**

Section 1. The fee schedule attached hereto is adopted and shall replace prior Town fee schedules.

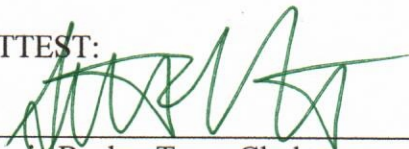
Section 2. To the extent necessary, this action is taken both by the Town of Pitkin Board of Trustees and the Town of Pitkin Board of Health.

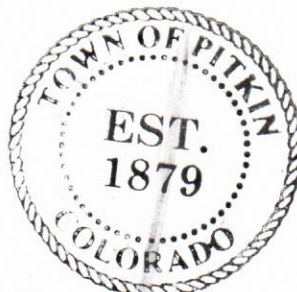
DATED this 20th day of October 2025.

TOWN OF PITKIN, COLORADO


Ed Pianalto, Mayor

ATTEST:


Stacie Busby, Town Clerk



Town of Pitkin
Board of Trustees / Board of Health
Fee Schedule
October 20, 2025

Building

Permit Fees*:

Residential Building, all livable floor	\$200.00	+	\$0.75	sq. foot
Commercial Building	\$200.00	+	\$0.75	sq. foot
Garage, attached or detached	\$100.00	+	\$0.50	sq. foot
Accessory Building, not attached	\$100.00	+	\$0.50	sq. foot
Covered Porch or Deck	\$100.00	+	\$0.25	sq. foot
Deck	\$50.00	+	\$0.25	sq. foot
Residential or Commercial Structural Change	\$50.00	+	\$0.25	sq. foot
Fence (setback review)	\$75.00			
Other construction requiring a permit	\$75.00			
Well permit	\$75.00			
Additional plan review - all permits	\$75.00			

*The greatest permit fee per single blueprint/plan will be charged, plus respective square footage for each structure included in the plan

CORA Requests

(See Ordinance 2019-1; C.R.S. § 24-72-205(6))

Per 8.5" x 11" page	\$0.25	/actual cost for other sizes
Staff time after first free hour	\$41.37	/hour or fraction of an hour
USB Flash Drive	Actual cost	
Actual Costs	Varies	

Liquor License

New Application	\$500.00	Does not include State fees
Renewal Application	\$100.00	Does not include State fees
Late fee for renewal	\$500.00	Does not include State fees

OWTS

Permit Fees:

OWTS Application for NEW SYSTEM	\$400.00
OWTS Application for UPGRADE/REPAIR	\$200.00
State of CO surcharge (ALL new/upgrade/repair)	\$23.00
Administrative/Other:	
OWTS Administration Fee (every 7th year)	\$25.00
Variance Application	\$175.00
Delinquency of Inspection/Pumping (C.R.S. § 25-10-113(1)(g))	\$50.00/day

Vacation Request

Petition/Application to Vacate Street or Alley

\$175.00 non-refundable

Violations

Unlawful Camping (Ord 2013-3)

\$250.00

Ditch Obstruction (Ord 2005-2)

1st offense - written notice

2nd offense

\$250.00

Unlawful occupancy advertising (Ord 2017-3)

1st offense - written notice

2nd offense

\$250.00