

RESOLUTION NO. 2026-01

A RESOLUTION OF THE CITY OF ATHOL, KOOTENAI COUNTY, IDAHO ADOPTING CITY OF ATHOL'S FEE SCHEDULE

WHEREAS, the City of Athol has reviewed all fees charged for services; and

WHEREAS, the City of Athol has determined that periodic revisions to fees may be necessary.

WHEREAS, the City has fees for service already established and new fees; and

WHEREAS, the City of Athol has determined that the fee schedule be amended to reflect the reasonable cost of providing the services; and

WHEREAS, after public hearing on November 18th, 2025, has been held prior to the adoption of this resolution, in accordance with Idaho Code Section 63-1311A, regarding new increased city fees, it is deemed by the city council to be in the best interests of the City of Athol and the citizens thereof that the fee schedule be amended to include the new and increased fees which were addressed in the public hearing.

NOW THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Athol, Idaho that the following fee schedule, which reflects the new and amended fees; and the existing fees that have not been amended, be adopted effective the 18th day of November 2025:

Miscellaneous: Building / Office Fees

Fee:	Rate	Description:
Copy	\$0.10	Single black and white copy
Color Copy	\$0.15	Single color copy
Fax	\$1.00 1 st pg, \$0.50 2 nd + pg.	
Paper Copy (City Code)	\$22.50	
Public Record Request	1 st 100 pages free &/or 2 hrs.*	(*per Idaho State Public Records Law) anything over is \$0.10 per copy and/or the lowest charged hourly wage able to complete request.
Return Check Fee	\$20.00	

City Park Reservations and Event Permit Rates

Description	Rate	Description:
Group Reservations (less than 50 people)	Free	Generally, for small birthdays, meetings, reunions, churches, etc., no vendors.
Event Permits (more than 50 people)	\$75.00	With or without vendors, for weddings, public assemblies, or other meetings and events. (Other fees such as power and catering permits may apply.)
Parade Permit	\$25.00	All City Streets: (County and State Hwy require separate permits.)
Cleaning Deposit	\$100.00	For all Event Permits and Parades

Building Room Rental Rates

Description	Rate	Description:
Room by the Hour	\$20.00	Downstairs Main, Conference Room, Gym
Room – Half Day (-4 hrs.)	\$60.00	Downstairs Main, Conference Room, Gym
Room – Full Day (6+ hrs.)	\$100.00	Downstairs Main, Conference Room, Gym
Kitchen by the Hour	\$30.00	Kitchen only , Kitchen plus Downstairs Main
Kitchen – Half Day (-4 hrs)	\$90.00	Kitchen plus Downstairs Main
Kitchen – Full Day (6+ hrs.)	\$150.00	Kitchen plus Downstairs Main
Table Rental (leaving the building*) per 24 hr. day	\$4.00	*Deposit required, is additional (10% of replacement value, currently \$7.90 each)
Chair Rental (Leaving the building*) per 24 hr. day	\$0.50	*Deposit required, is additional (10% of replacement value, currently \$3.40 each)
Lost Key Fee	\$500.00	Applies to all users
PA Sound System (hourly rental) *	\$20.00	*Deposit required, is additional (pprox..10% of replacement value, currently \$225.00)
PA Sound System (-4 hours) *	\$60.00	*Deposit required, is additional (pprox.. 10% of replacement value, currently \$225.00)
PA Sound System (4+ hours) *	\$125.00	*Deposit required, is additional (pprox.. 10% of replacement value, currently \$225.00)
LCD Projector (hourly rental) *	\$15.00	*Deposit required, is additional (pprox.. 10% of replacement value, currently \$100.00)
LCD Projector (3+ hours) *	\$55.00	*Deposit required, is additional (pprox.. 10% of replacement value, currently \$100.00)
Decorative Lights (gym)	\$150.00	City to string/unstring overhead icicle lights

NOTE: Any rates other than listed above, must have Council approval. *PA Sound System/LCD Projector must always remain on city property, even during rental usage.

Planning & Zoning Fee Schedule

Fee Type:	Rate
Substantial Amendments to applications and/or resubmittals (i.e., subdivisions, annexations, special use)	½ the original fee
Site Disturbance / Building Location / Land Use Permits – Residential property	\$100.00
Site Disturbance / Building Location / Land Use Permits – Commercial, Industrial, and other non-residential uses	\$250.00
Review of parking, landscaping, stormwater plans for commercial, industrial, and other non-residential uses	\$150.00 initial review \$80.00 re-review / subsequent submittals
Code Enforcement Fee (failure to obtain permit)	Double the fee for permit
Code Enforcement Fee (remove recorded NOV)	\$300.00
Code Enforcement Site Inspection	\$100.00
Code Enforcement Violation (Occurring Daily)	\$50.00
Special Inspection by City Staff	\$50.00
Special Inspection by City Planner	\$150.00
Sign Permit / Design Review	\$80.00

Master Sign Program Review	\$400.00
Right of Way Encroachment Permits	\$50.00
Annexation Consideration	\$300.00
Annexation Application	\$1,000.00 & cost of notification/mailings & cost of any city consultants (\$1500 deposit required at time of application in addition to application fee)
Appeal/request for reconsideration	\$300.00 & cost of notifications/mailings
Zoning and Subdivision Code text amendment	\$800.00 & cost of notifications/mailings
Comp Plan text amendment	\$800.00 & cost of notifications/mailings
Zone change	\$400.00 & cost of notification/mailings & cost of any city consultants
Comp Plan land use map amendment	\$400.00 & cost of notification/mailings & cost of any city consultants
Planned Unit Development (PUD) (preliminary approval)	\$800.00 & cost of notification/mailings, & cost of any city consultants (\$500 deposit required at time of application in addition to application fee)
Planned Unit Development (final approval)	\$500 & cost of notification/mailings
Special Use Permits (SUP/CUP)	\$400.00 & cost of notification/mailings & cost of any city consultants
Subdivision- Preliminary	\$800.00 & cost of notification/mailings, & cost of any city consultants (\$500 deposit required at time of application in addition to application fee)
Subdivision- Review of Final Approval	\$400.00 & cost of any city consultants (\$500 deposit required at time of application in addition to application fee)
Variance Permit	\$300.00 & cost of notification/mailings & cost of any city consultants
Vacation of plat or ROW	\$300.00 & cost of notification/mailings
Public Notice signs- Refundable deposit	\$30.00 per sign
Administration of Financial Guarantee Agreement (Warranty Bonds, Landscaping, etc.)	\$200.00 per Agreement

City Sponsored / Special Event Fees

Athol Daze	Rate
Parade entry (Commercial/Political)	\$15.00
Parade entry (all others)	No Fee
Vendor Booth Fees (10x15) Food	\$40.00
Vendor Booth Fees (10x15) Craft/Sales/Businesses	\$30.00
Vendor Booth Fees (10x15) Non-profit selling, political	\$15.00
Vendor Booth Fees (10x15) Non-profit/religious, no sales- info only, no businesses.	No Fee
Power for Athol Daze (Vendors) / City Property	\$25.00 per plug (20amp)
Power for Athol Daze (Vendors) / City Property	\$15.00 per plug (10amp)
City Park / Playfields / Baseball Field Usage For use of power in these areas, power fees apply.	To reserve for group events, written request at least 7 days in advance is needed; no charge.

City Alcohol License Fees

Type	On vs. Off Premises Cost	Transfer Fee
Beer Only	\$200.00 / \$50.00	\$25.00
Wine Only	\$200.00 / \$50.00	\$25.00
Liquor by the Drink	\$225.00	\$25.00
Catering Permit- Filing Fee	\$20 per day	(State Mandated)

All Licenses must be renewed annually prior to March 1st; State and County Licenses must be approved prior to City approval for all licenses.

Business License Fees

Type of Fee:	Fee
Business License (no less than ten (10) business days prior to open. One-time registration, unless or upon change of type and/or ownership of business, then a new registration is required.)	\$40.00
Temporary Business License (Good for 6 months)	\$50.00
Door to Door Solicitation (good for up to 1 year)	\$25.00
Failure to Obtain License Permit	Double the Fee for permit

Cemetery Fees

Type of Fee:	Fee
Plot (1 full casket, 2 cremations, or 1 full-1 cremation) City Resident	\$300.00
Plot (1 full casket, 2 cremations, or 1 full-1 cremation) Idaho Resident	\$450.00
Plot (1 full casket, 2 cremations, or 1 full-1 cremation) Out of State Resident	\$600.00
Open/Close fee (cremation only) April 1 st - Oct 31 st	\$50.00
Open/Close fee (cremation only) Off season – Nov 1 st – March 31 st Subject to City Staff	\$150.00
Winter Marking fee (3 rd party burials)	\$100.00
Deed Transfer/Repurchase	\$50.00

Fire District and EMS Development Impact Fees

Type of Fee:	(All Pass through Costs)	Fee
Timberlake Fire District Residential Unit Non-Residential per square foot		\$2,842.00 per dwelling unit \$1.42 per square foot
Kootenai County Emergency Medical Service System Residential Unit Non-Residential per square foot		\$132.00 per dwelling unit \$0.07 per square foot

Water Rates / Fees

Base Rate by Category	Gallons	Rate
Residential 1 unit	12k	\$58.00
Residential 2 unit	24K	\$116.00
Commercial Low	20k	\$100.00
Commercial High	40k	\$200.00
Late Fee		\$15.00
Additional Water Usage (over base rate)	1k	\$2.00
Residential Water (Coin) Haulers	50 gal	\$0.50
Meter Tampering Fee		\$50.00 plus damages
On/Off Water Fee (non-emergency) This may be for seasonal shutoffs; regular billing still applies.		\$25.00
Commercial Bulk Water Hauling	1k	\$10.00
Commercial Bulk – Account Set-Up		\$25.00
Commercial Bulk- Annual Renewal Fee		\$5.00
Account Transfer (change of ownership)		\$25.00

- **Re-Connect Fee \$25.00** (Happens when shut off for no payment)
- **Water Service Availability Fee** (Connecting to city water system) **\$1,200.00**
- **Water Tap Fee** (new water meter installation) **\$5,000.00 for 1”**; **\$8,000.00 for 2”**; **(there may be a delay in time for meter to arrive, check with staff anything larger than 2” must be approved by the council.** (This is generally a new service.)
 - 1” \$1,500.00 Excavation-Labor/testing; 2” \$1,500.00
 - 1” \$2,800.00 Parts/Meter Setter Box (coil pit, saddle, setter box, etc.) 2” \$5,700.00
 - 1” \$700.00 Water Meter & Radio Node 2” \$800.00

The City of Athol staff shall have the power to vary and/or waive the applicable fees established in this resolution regarding water tap fees. (Depending upon level of development.)
- **Additional Extension/Road Bore Fees may apply to certain lots. The entire cost goes to the land/homeowner.** (If water lines run on the opposite side of the road from meter)
- **Commercial Re-hook up Fee \$950.00; Residential Re-hook up Fee \$600.00** (Happens when meter was removed and wanting to reactivate. Removing a meter is the only way to not pay a monthly bill.)
- **Meter Tampering Fee - \$50.00 plus damages if applicable.**
- **Any Commercial Bulk Account that is 90 days or more past due will be suspended from use until balance has been paid.**

City staff are directed to take all administrative actions necessary to implement the listing of effective City fees. Any fee inconsistent with the provisions of the Resolution is hereby repealed or superseded to the extent of such inconsistency, as appropriate.

This revised fee schedule shall be effective the date of passing, except the new water rates will begin the January 2026 billing, this Resolution and shall remain in force until revised by subsequent Resolutions of the City of Athol City Council.

DATED this 18th day of November 2025.

ATTEST: 
 Lori Yarbrough, City Clerk/Treasurer


 Steven Ruch, Mayor **City of Athol**



