

Posted on October 7,2025 at 1730



**TOWN OF WIGGINS
BOARD of TRUSTEES
WORK SESSION**

OCTOBER 8, 2025 at 7:00 P.M.

**304 CENTRAL AVENUE
WIGGINS, CO 80654**

***THE PUBLIC IS INVITED & ENCOURAGED TO ATTEND THE MEETING VIA ZOOM
OR WATCH ON YOUTUBE IF THEY ARE UNABLE TO ATTEND MEETING IN PERSON***

GO TO THE FOLLOWING SITE <https://us06web.zoom.us/j/85304053718> FOR THE MEETING LINK

WORK SESSION AGENDA

AGENDA TOPIC

1. Discussion on Fee Schedules
2. Discussion on North Ridge Commons
3. Discussion on Town Barn at County Road P
4. Updates and Other Items

Page 1 of 1



TOWN OF WIGGINS FEE SCHEDULE

GENERAL FEES

Xerox or from Printer Copies	Per Page (B&W or Color)	\$1.00
Faxed Copies/Certified Copies	Per Page	\$1.00
Maps 8.5 x 11		\$10.00
Maps 11 x 17		\$13.00
Maps 18 x 24	Mileage, \$15/hr. staff time, & \$5 per print	At cost
Maps 24 x 36	Mileage, \$15/hr. staff time, & \$5 per print	At cost
Maps 36 x 58	Mileage, \$15/hr. staff time, & \$5 per print	At cost
Postage/Mailing Fees	Actual cost applicable on mail requests	
Photographs	Plus, cost of copies	\$15.00
Video Thumb Drive/USB		\$15.00
Audio Thumb Drive/USB		\$15.00-\$66.00
Laminating	Per page	\$1.00
Public Records Request	First 1 hour free then fee per hour thereafter Additional charges may apply for copies, drives, fax, etc.	\$30.00
Return Check Fee		\$25.00

ANIMAL LICENSE FEES

Dog License	Annually	\$5.00
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LICENSE FEES

Business License	Annually – Due every January	\$25.00
Contractor's License	Annually – Due every January	\$25.00
Mobile Food/Retail Vendor License	Annually – Due every January	\$50.00
Retail Fireworks License		\$50.00

PAVILION RENTAL FEES

Pavilion Rental – Event Center	Per Day/Deposit \$200 per Event	\$75.00-\$150
Open Container Permit Fee		\$25.00
Open Pavilions	Four Hours	\$35.00
Teets/Paychek Field Rental	Per Day for Non-Rec Sport/Parties	\$35.00

PARKS AND RECREATION FEES

YOUTH SPORTS

*** All volunteer coaches will receive a \$10 discount per child as an incentive for coaching***

SPRINGS SPORTS

Umpires	\$30.00 \$35.00					
Baseball: Brush Travel League	3/4	5/6	7/8	9/10	11/12	14U
	\$50.00	50.00	\$45.00 \$65.00	\$65.00 \$85.00	\$65.00 \$85.00	\$65.00 \$85.00
Softball: IPGSA Travel League	9/10	11/12				
	\$85.00	85.00				
Soccer: NVAA Travel League 3th/4th & 5th/6th grade	\$45.00 \$65.00					
Soccer: Little Kickers (home practices & games) Ages 3/4 & 5/6	\$35.00 \$45.00					
Volleyball: NVAA Travel League K-6 th Grade	\$65.00					

SUMMER SPORTS

Baseball: In Town	3/4	5/6	7/8	10U	12U
	\$35.00	\$45.00	\$45.00	\$45.00	\$45.00
Baseball: Greeley League	10U				12U
	\$125.00				\$125.00

FALL SPORTS

Volleyball: NVAA Travel League K-6 th Grade	\$35.00 \$65.00
Soccer: NVAA Travel League 3th/4th & 5th/6th grade	\$65.00
Soccer: Little Kickers (home practices & games) Ages 3/4 & 5/6	\$35.00 \$45.00
Basketball: NVAA Travel League K-6 th Grade	\$55.00 Early Bird/\$65.00 Regular/\$75.00 Late

WINTER SPORTS

Basketball: NVAA Travel League K-6 th Grade	\$55.00 Early Bird/\$65.00 Regular/\$75.00 Late
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ADULT SPORTS

SUMMER SPORTS

Co-Ed Slow Pitch Softball – Umpires Volunteer (paid in Tournaments)	\$350.00 / Team	\$30/Individual
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FALL SPORTS

Co-Ed Slow Pitch Softball	\$350.00 / Team	\$20/Individual
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SPRING VOLLEYBALL

Volleyball	\$120.00 / Team	\$20/Individual
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ADVERTISEMENT/SPONSHORSHIP

Signage at Teets Field	\$500.00 Initial (4X8 Mesch Banner)	\$100.00 Annually Thereafter
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Event Center Sponsor	5 year - \$1,500.00 initial year & \$1,000.00 each additional/24"x24" logo received after end of sponsorship
Newsletter Advertisement	.15 page \$75.00/.25 page \$100.00/.50 page \$150.00/1 page \$200.00

VENDOR FEES

Food Trucks	\$30.00 \$50.00
Booth Rentals	\$25.00 \$35.00
Booth Rentals with Electricity	\$30.00 \$40.00
Consession Stand	\$25.00 (exception Non-Profits & School Clubs)

LIQUOR LICENSE FEES

	Local Fee	State Fee
Renewal Application Fee	Same as Reg Fee	\$250.00
Art	\$41.25	\$308.75
Beer & Wine	\$48.75	\$351.25
Brew Pub	\$75.00	\$750.00
Club	\$41.25	\$308.75
Distillery Pub	\$75.00	\$750.00
Hotel & Restaurant	\$75.00	\$500.00
Hotel Restaurant with one Optional Premises	\$75.00	\$600.00
Each Additional OP License	Intentionally blank	\$100.00
Resort Complex	\$75.00	\$500.00 \$160.00
Campus Liquor Complex	\$75.00	\$500.00
Related Facility – Resort Complex	\$15.00	\$500.00
Related Facility – Campus Liquor Complex	\$15.00	\$160.00
Liquor-Licensed Drugstore	\$22.50	\$227.50
Lodging & Entertainment	\$75.00	\$500.00
Optional Premises	\$75.00	\$500.00
Racetrack	\$75.00	\$500.00
Retail Gaming Tavern	\$75.00	\$500.00
Retail Liquor Store	\$22.50	\$227.50
Tavern	\$75.00	\$500.00
Vintner's Restaurant	\$75.00	\$750.00
Fermented Malt Beverage On Premises	\$3.75	\$96.25
Fermented Malt Beverage Off Premises	\$3.75	\$96.25
Fermented Malt Beverage On/Off Premises	\$3.75	\$96.25
Festival Permit Application	n/a	\$50.00

POLICE SERVICES/MUNICIPAL COURT

VIN Verification-Town Residents	Must pre-pay	\$15.00 \$20.00
VIN Verification-Non-Town Residents	Must pre-pay	\$25.00 \$35.00
VIN Verification-Non-County Residents	Must pre-pay	\$75.00
Golf Cart/ ATV Permits		\$25.00
Alarm Systems - False Alarms	After 3 false alarms/ per alarm	\$50.00
Court Fees		\$50.00
Deferred Judgment		\$55.00
Sex Offender Registration	Initial Registration	\$75.00
Sex Offender Registration	Subsequent / Quarterly	\$25.00

NUISANCE / ABATEMENT FEES

String Trimming	\$35.00 / hour	Clean up Debris / Material	\$30.00/hour
Walk Behind Mower	\$40.00 / hour	Dump Truck Debris Hauling	\$75.00/per load & \$35/hr./staff
Riding Mower	\$65.00 / hour	Truck Debris Hauling	\$55.00/per load and \$35/hr./staff
Tractor Mower	\$85.00 / hour	Dumpster Rental	Actual Cost & \$35/hr./staff
Front End Loader	\$115.00 / hour		

WATER AND SEWER FEES

UTILITY FEES

Return Check Fee		\$35.00
Late Payment Fee	Pymt not received by 20 th of each month	\$15.00
Disconnect/Reconnect Fee		\$50.00
Deposit - Water		\$89.00
Deposit - Sewer		\$26.00
RESIDENTIAL & COMMERCIAL RATES		
Water Base Rate – minimum	0 to 1,000 gallons	\$78.83 \$82.77
	1,001 to 4,000 gallons	\$3.58 \$3.76
	4,001 to 8,000 gallons	\$4.14 \$4.35
	8,001 to 15,000 gallons	\$4.68 \$4.91
	15,001 to 25,000 gallons	\$5.24 \$5.50
	25,001 to 50,000 gallons	\$5.79 \$6.08
	50,001 to 100,000 gallons	\$6.34 \$6.66
	100,001 gallons and above	\$6.89 \$7.23
Sewer Base Rate	Base rate per month	\$44.10 \$46.31
	Per 1,000 gallons	\$2.21 \$2.32
BULK WATER FEES/DEPOSITS		
Bulk Water Meter Deposit	Refundable	\$3,200.00
Bulk Water Rate	Per 1,000 gallons up to 4,000 gallons	\$50.00
	4,001 and above per 1,000 gallons	\$25.00

WATER INVESTMENT FEES (WATER TAP)

5/8"	\$ 35,000.00
3/4"	\$ 40,250.00
1"	\$ 53,270.00
1 1/2"	\$ 79,905.00
2"	\$ 133,175.00
3"	\$199,762.00
4"	\$292,985.00
6"	\$717,412.00

SEWER INVESTMENT FEES (SEWER TAP)

5/8"	\$ 10,000.00
3/4"	\$12,000.00
1"	\$16,800.00
1 1/2"	\$25,188.00
2"	\$40,932.00
3"	\$62,760.00
4"	\$100,416.00
6"	\$160,668.00

WATERING PERMIT (Watering outside of watering restrictions per Wiggins Municipal Code Chapter 52)

For Landscaping/Sod Installation – 30 days	\$35.00
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- 30 day extensions (up to 60 day max) allowed by Town Manager or designee

BACKFLOW	FEE
Backflow Test	\$50.00
Backflow Clean & Repair	\$50.00
Landscape Irrigation Systems	\$50.00

BUILDING AND CONSTRUCTION FEES

Building Permit fees for most projects are based on valuation of the project. Valuation for residential and commercial projects involving new floor area is calculated using the gross floor area and the applicable square foot construction cost based on occupancy/use and construction type as indicated in the most current ICC Building Valuation Data table or Table 1C below for some residential. The fees are then determined utilizing Table 1A below.

Building Permit Fee Table 1A

New Construction/Remodels/Additions	Based on value of project
\$1.00 to \$500.00	\$25.00
\$501.00 to \$2,000	\$24 for the first \$500; plus \$3 for each additional \$100 or fraction thereof, up to and including \$2,000
\$2,001 - \$40,000	\$69 for the first \$2,000; plus \$11 for each additional \$1,000 or fraction thereof, up to and including \$40,000
\$40,001 - \$100,000	\$487 for the first \$40,000; plus \$9 for each additional \$1,000 or fraction thereof, up to and including \$100,000
\$100,001 - \$500,000	\$1,343.75 for the first \$100,000 plus \$9.10 for each additional \$1,000 or fraction thereof, up to and including \$500,000
\$500,001 - \$1,000,000	\$3,827 for the first \$500,000; plus \$5 for each additional \$1,000 or fraction thereof, up to and including \$1,000,000
\$1,000,001 to \$5,000,000	\$6,327 for the first \$1,000,000; plus \$3 for each additional \$1,000 or fraction thereof, up to and including \$5,000,000
\$5,000,001 and over	\$18,327 for the first \$5,000,000; plus \$1 for each additional \$1,000 or fraction thereof

OTHER INSPECTION AND PLAN REVIEW FEES:

Violation Fee (Work done without a permit) - 2 times the assessed fee	Residential and Commercial plan review fees-60% of building permit fee*
Pre-move house inspection fee (within Town limits)- \$300.00 -\$500.00	Additional plan review required by changes, additions or revisions to plans- \$50.00 \$110.00 an hour
Re-Inspection Fee: \$50.00 -\$110.00	Mobile/Modular/Manufactured /Temp Construction Trailer- \$120.00 \$500.00 (for construction projects)
Water Meter Fee – At Cost	Mobile Home set in Park - \$800.00
Master Plan Review Repeat Fee - \$500.00	Temporary Certificate of Occupancy Fee - \$600.00

* Plan review fees shall be equal to sixty-five percent (60%) of the total permit fee for a permit to do the work proposed. When plans are incomplete or changed so as to require additional plan review, an additional plan review fee shall be charged at the rate which has been established.

**ELECTRIAL & PLUMBING PERMITS AND THEIR INSPECTIONS MUST BE
OBTAINED THROUGH STATE OF COLORADO DEPARTMENT OF REGULATORY
AGENCIES**

One Stop and Other Fees Table 1B

FLAT RATE PERMIT FEES (RESIDENTIAL ONLY)				
Furnace/AC Replacement	\$75.00 \$150.00		Demolition	\$50.00 \$150.00
Fence	\$50.00		Driveway (New)	\$50.00
Re-Roof	\$50.00 \$150.00			

Residential Square Footage Valuation Table 1C

TOWN SINGLE-FAMILY DETACHED, DUPLEX DWELLING AND REMODEL/ADDITION CONSTRUCTION VALUE SCHEDULE	
Area	Value per Square Foot
Above Grade Floors	\$148.33 -\$160.00
Foundation-Crawlspace	\$25.00 \$15.00
Foundation-Unfinished Area	\$50.00
Foundation + Basement Finished Area Basement	\$90.00 -\$95.00
Basement Finish	\$40.00 \$45.00
Garage	\$59.88 \$55.00
Covered Porch	\$40.00 \$70.00
Patio	\$10.00
Covered Patio	\$40.00 \$50.00
Deck	\$25.00 \$35.00
Covered Deck	\$65.00

Misc. Other Fees Table 1D

MISCELLANEOUS BUILDING OFFICIAL FEES	
Inspections outside of normal business hours. (Monday to Friday 8:00 am to 5:00 pm)	\$100.00 \$250.00 per hour *
For use of outside consultants for plan checking and inspections, or both	Actual costs **
*This cost shall include supervision, overhead, equipment, and hourly wages. **Actual costs include administrative and overhead costs.	

USE TAX – 3% of material cost: Applicable sales/use tax on anticipated material cost is collected with building permit fees. Material cost is calculated as 50% of the project valuation as determined using the building valuation tables

Building permit fees for most projects are based on valuation of the project. Valuation for residential projects involving new floor area is calculated using the gross floor area and the applicable square foot construction cost based on occupancy/use and construction type as indicated in Table 1C of this fee schedule. The fees are then determined utilizing the table 1A. Valuation provided by the applicant is utilized for commercial projects unless determined to be a gross underestimate. Copies of contract documents may be required to verify project valuation.

For projects that do not involve new floor area (Flat rate fee projects), the valuation submitted on the application is utilized unless determined to be a gross underestimate. Copies of contract documents may be required to verify project valuation.

1. The permit fee for factory-built housing units that are set on a permanent foundation (HUD or UBC approved) shall be determined by the cost of materials for the foundation or basement requirements, other on-site improvements, and electrical, plumbing and mechanical work, using the Construction Fees table from the Building Department Fee Schedule.
2. The Town Building Department will not perform real estate inspections.

3. The Town Building Department will not locate property lines. It is the responsibility of the property owner to know where they are.
4. Any person, firm or corporation who violates any provision of the Building Code or any other construction code of the Town shall be subject to the penalties found in the Wiggins Land Development Code, set forth in the adopted Building Codes or other local, state, or federal law.

Land Development Fees Table 1E

Variance Application: Residential	\$250.00		Appeal from the Board of Adjustments to the Board of Trustees	\$ 250.00
Non-Residential	\$500.00			
Boundary Line Adjustment Application	\$350.00		Appeal of Administrative Decision to the Board of Trustees	\$250.00
Special Review Use Application	\$250.00			
Conditional Use Review	\$250.00		Site Specific- (Commercial Infill):	\$3,500.00
Annexation:	\$3,500.00		Construction Inspection –	\$500.00
Disconnection:	\$3,500.00		(Major Utilities)	
Property Rezoning	\$3,500.00		Grading Permit	\$500.00
Sketch Plan Review (major & minor subdivision)	\$1,000.00			
Site Development Plan	\$500.00			
Amendment to Site Development Plan	\$250.00			
Minor Subdivision	\$2,500.00		Vacation of Easement/Right-of-Way	\$1,000.00
Preliminary Development Plan	\$3,500.00		Preliminary Plat	\$3,500.00
Final Development Plat/Plan, or amendments (Residential)	\$3,000.00		Final Development Plan/Plat, or amendments (Commercial)	\$4,000.00

FAIR CONTRIBUTIONS FOR PUBLIC SCHOOL SITES

	Single Family Detached	Single Family Attached, Duplex, Triplex, Four-plex, Condo, Townhouse	Apartment
Site Dedication Acreage / Unit	0.0272	0.0136	0.00068
Fee-in-Lieu Per Unit	\$1,088.59	\$544.29	\$272.15

RIGHT-OF-WAY FEES

RIGHT-OF-WAY FEES			
Standard Fee	Admin, review and inspection	50.00	
Annual Permit	Admin, review, and inspection (Example – surveying, tree trimming, etc.)	100.00	
Road Bore	Road bore w/ bore pit(s) located in R.O.W. Road bore w/ bore pit(s) located outside R.O.W.	50.00 per location \$25.00 per location	
Work w/in a hard surface Roadway	Trench w/ structural fill or flowable fill Test Hole / Pot Hole	\$1.00 SF \$20.00 Each	Minimum \$25.00
Work within a Gravel Roadway	Trench w/Structural fill or Flowable fill Test Hole / Pot Hole	\$0.50 SF \$10.00 Each	Minimum \$20.00
Work in R.O.W. Outside of Roadway	Trenching / Plow or cable puller Test Hole / Pot Hole	\$20.00 Each \$10.00 Each	Minimum \$15.00
New Appurtenance (meters, vaults, poles, etc.)	3 sq/ft or less (new construction exempt from fee with paid investment fee) Greater than 3 sq/ft	\$25.00 Each \$50.00 Each	
Abandonment	Abandoning / retiring line in R.O.W.	\$25.00 Each	
Working Prior to Permit Approval	Emergency Repairs Excluded	Subtotal x 2	
Inspection Outside Normal Work Hours	*As determined by Town Manager (\$50.00 Minimum)	\$50.00 / hr.	

CONCRETE IMPROVEMENTS - New	FEE	MINIMUM
Sidewalk, Trail, Bike Path, Drive Approach	\$0.50 / LF	\$50.00
Combination Curb, Gutter, Sidewalk	\$0.75 / LF	\$50.00
Sidewalk Chase Drains	\$50.00 EA	\$0.00
ADA Access Ramps	\$100.00 EA	\$0.00
Street Cut	\$250.00	\$0.00
Access Permit (Driveway & Curb Cuts)	\$250.00	\$0.00



To: Craig Miller, Town Manager
From: Beau Warden, Public Works
Date: September 17, 2025
Subject: Road P (Doug's barn) Barn Roof

Craig,

After more scrutiny/investigation of the above subject building, we would like to bring our findings to your and the Council's attention. Findings are as follows:

- Roof joists/rafters do not meet current code, snow load for this region (Morgan County 25#/SF)
- Building existing walls will require significant improvements to support the proposed new roof structure. It will not meet current code or required "dead" load, ie: questionable cinder block integrity and vertical 2x6 spacing.
- No repairs/improvements have been done in at least 25 years and the existing poor roof conditions have exposed the building walls to deterioration and decay.
- Items currently stored in the barn could be placed in the new booster station shed, ie: trailer, and we could use the material already purchased and what we were going to purchase for sheds or "lean-to's". Examples would be a lean-to for the cold-patch and a lean-to at the sewer plant to cover the Kiowa Creek "dam plank" trailer and piping/materials susceptible to UV rays. Fireworks mortar racks could be stored in a shed or lean-to. Other long term "non used" items could be sold or disposed of.
- If the Council's goal is to improve the appearance of the Road P property, it is the general consensus of Public Works staff (Roger, John and Beau) that perhaps the barn building could be demolished rather than putting "good" money after "bad". The remaining demo debris could be handled as follows:
 - Metal: scrapped
 - Crushed cinder blocks: used as "riprap" for the North side of the sewer retention pond "North" spillway or disposed of.
 - Lumber: repurposed or disposed of.

Please see the attached pictures for reference. We will do as directed either way, repaired or demolished, but this additional information should be helpful.

Regards,

A handwritten signature in dark ink, appearing to read "Beau".

Beau



























