

ROLL CALL VOTING:		
	YES	NO
Mayor Benjamin Hillyard (tie only)	[]	[]
Council Member Brian Hutchings	[✓]	[]
Council Member Steve Johns	[✓]	[]
Council Member Janet Lunt	[✓]	[]
Council Member Kari Malkovich	[✓]	[]
Council Member Dan Roden	<i>excused</i>	[]

I move that this Resolution be adopted.

Brian Hutchings
Brian Hutchings (Jun 24, 2026 14:58:29 PDT)
 Council Member *Hutchings*

I second the foregoing motion.

Steve Johns
 Council Member *Johns*

RESOLUTION NO. 2026-42

A RESOLUTION ADOPTING AN UPDATED CONSOLIDATED FEE SCHEDULE FOR WOODLAND HILLS CITY

WHEREAS, Woodland Hills City is a municipal corporation and political subdivision of the State of Utah;
and

WHEREAS, the City Council is the legislative body and governing body of Woodland Hills City; and

WHEREAS, Utah Code § 10-3-717 authorizes the governing body of a municipality to exercise administrative powers by resolution, including establishing water and sewer rates, charges for garbage collection, and fees charged for municipal services, unless otherwise required by law; and

WHEREAS, the City provides various municipal services, reviews, applications, inspections, permits, utility services, records services, facilities, and other functions for which fees may be lawfully charged; and

WHEREAS, the City Council finds that adopting and maintaining a consolidated fee schedule promotes transparency, consistency, administrative efficiency, and public understanding of City fees and charges; and

WHEREAS, the City Council desires to update and adopt the Woodland Hills City Consolidated Fee Schedule, attached hereto as Exhibit A and incorporated herein by this reference; and

WHEREAS, the City Council finds that the fees contained in the Consolidated Fee Schedule are intended to reasonably relate to the City's costs of providing the applicable services, reviews, administration, facilities, utilities, inspections, or other municipal functions, where applicable; and

WHEREAS, the City Council further finds that certain fees, charges, reimbursements, deposits, pass-through costs, penalties, fines, forfeitures, assessments, utility charges, development-related charges, or other amounts may be established or authorized by separate ordinances, resolutions, agreements, contracts, permit conditions, approval conditions, state law, or other lawful authority.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WOODLAND HILLS CITY, UTAH, AS FOLLOWS:

Section 1. Adoption of Updated Consolidated Fee Schedule.

The Woodland Hills City Consolidated Fee Schedule, attached hereto as Exhibit A, is hereby adopted and approved.

ROLL CALL VOTING:		
	YES	NO
Mayor Benjamin Hillyard (tie only)	[]	[]
Council Member Brian Hutchings	[✓]	[]
Council Member Steve Johns	[✓]	[]
Council Member Janet Lunt	[✓]	[]
Council Member Kari Malkovich	[✓]	[]
Council Member Dan Roden	<i>excused</i>	[]

I move that this Resolution be adopted.

Council Member *Hutchings*

I second the foregoing motion.

Council Member *Johns*

RESOLUTION NO. 2026-42

A RESOLUTION ADOPTING AN UPDATED CONSOLIDATED FEE SCHEDULE FOR WOODLAND HILLS CITY

WHEREAS, Woodland Hills City is a municipal corporation and political subdivision of the State of Utah; and

WHEREAS, the City Council is the legislative body and governing body of Woodland Hills City; and

WHEREAS, Utah Code § 10-3-717 authorizes the governing body of a municipality to exercise administrative powers by resolution, including establishing water and sewer rates, charges for garbage collection, and fees charged for municipal services, unless otherwise required by law; and

WHEREAS, the City provides various municipal services, reviews, applications, inspections, permits, utility services, records services, facilities, and other functions for which fees may be lawfully charged; and

WHEREAS, the City Council finds that adopting and maintaining a consolidated fee schedule promotes transparency, consistency, administrative efficiency, and public understanding of City fees and charges; and

WHEREAS, the City Council desires to update and adopt the Woodland Hills City Consolidated Fee Schedule, attached hereto as Exhibit A and incorporated herein by this reference; and

WHEREAS, the City Council finds that the fees contained in the Consolidated Fee Schedule are intended to reasonably relate to the City's costs of providing the applicable services, reviews, administration, facilities, utilities, inspections, or other municipal functions, where applicable; and

WHEREAS, the City Council further finds that certain fees, charges, reimbursements, deposits, pass-through costs, penalties, fines, forfeitures, assessments, utility charges, development-related charges, or other amounts may be established or authorized by separate ordinances, resolutions, agreements, contracts, permit conditions, approval conditions, state law, or other lawful authority.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WOODLAND HILLS CITY, UTAH, AS FOLLOWS:

Section 1. Adoption of Updated Consolidated Fee Schedule.

The Woodland Hills City Consolidated Fee Schedule, attached hereto as Exhibit A, is hereby adopted and approved.

Section 2. Fees Effective Upon Adoption.

The fees, rates, deposits, and charges set forth in the Consolidated Fee Schedule shall become effective upon adoption of this Resolution, unless a different effective date is stated in Exhibit A or otherwise required by law.

Section 3. Prior Fee Schedules Superseded.

All prior fee schedules, fee resolutions, or portions thereof that conflict with the Consolidated Fee Schedule adopted by this Resolution are hereby superseded to the extent of such conflict. Any fee, rate, charge, deposit, or reimbursement not in conflict with this Resolution shall remain in effect unless otherwise amended or repealed.

Section 4. Omission of Fee Not a Waiver.

The omission of any fee, charge, deposit, reimbursement, pass-through cost, utility charge, assessment, penalty, fine, forfeiture, or other amount from the Consolidated Fee Schedule shall not be construed as a waiver, repeal, limitation, or restriction of the City's authority to impose, collect, require, or recover such amount where otherwise authorized by applicable ordinance, resolution, agreement, contract, permit condition, approval condition, state law, or other lawful authority.

Section 5. Pass-Through Costs and Actual Costs.

Unless otherwise prohibited by law, the City may require payment or reimbursement of actual costs incurred by the City, including but not limited to engineering review, legal review, planning review, inspection services, public noticing, publication, recording, third-party consultant review, utility-related costs, repair costs, damage to City property, and other direct costs associated with a request, application, permit, project, service, or approval.

Section 6. Conflict with Law.

If any fee, charge, deposit, or provision of the Consolidated Fee Schedule conflicts with applicable state or federal law, the applicable law shall control, and the remaining portions of the Consolidated Fee Schedule shall continue in effect.

Section 8. Severability.

If any section, clause, or provision of this Resolution or the Consolidated Fee Schedule is held invalid or unenforceable by a court of competent jurisdiction, the remaining sections, clauses, provisions, and fees shall remain in full force and effect.

Section 9. Effective Date.

This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED by the City Council of Woodland Hills City, Utah, this 23rd day of June, 2026.


Benjamin Hillyard, Mayor

Attest:

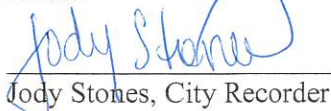

Jody Stones, City Recorder

EXHIBIT A

Section 2. Fees Effective Upon Adoption.

The fees, rates, deposits, and charges set forth in the Consolidated Fee Schedule shall become effective upon adoption of this Resolution, unless a different effective date is stated in Exhibit A or otherwise required by law.

Section 3. Prior Fee Schedules Superseded.

All prior fee schedules, fee resolutions, or portions thereof that conflict with the Consolidated Fee Schedule adopted by this Resolution are hereby superseded to the extent of such conflict. Any fee, rate, charge, deposit, or reimbursement not in conflict with this Resolution shall remain in effect unless otherwise amended or repealed.

Section 4. Omission of Fee Not a Waiver.

The omission of any fee, charge, deposit, reimbursement, pass-through cost, utility charge, assessment, penalty, fine, forfeiture, or other amount from the Consolidated Fee Schedule shall not be construed as a waiver, repeal, limitation, or restriction of the City's authority to impose, collect, require, or recover such amount where otherwise authorized by applicable ordinance, resolution, agreement, contract, permit condition, approval condition, state law, or other lawful authority.

Section 5. Pass-Through Costs and Actual Costs.

Unless otherwise prohibited by law, the City may require payment or reimbursement of actual costs incurred by the City, including but not limited to engineering review, legal review, planning review, inspection services, public noticing, publication, recording, third-party consultant review, utility-related costs, repair costs, damage to City property, and other direct costs associated with a request, application, permit, project, service, or approval.

Section 6. Conflict with Law.

If any fee, charge, deposit, or provision of the Consolidated Fee Schedule conflicts with applicable state or federal law, the applicable law shall control, and the remaining portions of the Consolidated Fee Schedule shall continue in effect.

Section 8. Severability.

If any section, clause, or provision of this Resolution or the Consolidated Fee Schedule is held invalid or unenforceable by a court of competent jurisdiction, the remaining sections, clauses, provisions, and fees shall remain in full force and effect.

Section 9. Effective Date.

This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED by the City Council of Woodland Hills City, Utah, this 23rd day of June, 2026.


Benjamin Hillyard, Mayor

Attest:


Jody Stones, City Recorder

EXHIBIT A



Approve June 23, 2026

ADMINISTRATIVE FEES

Records (GRAMA) Requests	Based on the lowest-paid employee qualified to fill the request
Returned Checks	\$25.00
Research Per Hour, 1-hour minimum	\$35.00
Candidate Filing Fee	\$35.00
Copies	\$.25/copy
Credit Card Transaction Fee	3%

FACILITIES RENTAL FEES and SPECIAL EVENT FEES

City Center

Non-profit Resident	\$20.00/hour or \$125.00 a day plus a \$500.00 refundable cleaning deposit
Non-profit Non-Resident	\$50.00/hour or \$400.00 a day plus a \$500.00 refundable cleaning deposit
For Profit Events (Residents only)	\$50.00/hour or \$400.00 a day plus a \$500.00 refundable cleaning deposit

Park Pavilion

Resident ½ day	\$50.00 with a \$50.00 refundable deposit
Non-Resident ½ day	\$60.00 with a \$100.00 refundable deposit

*The city center or pavilion may be reserved without any charge if the event meets all of the following.

1. The event needs to be non-exclusive.
2. The event needs to be non-profit.
3. The event must be a benefit to all residents of the community.

Special Event Permits

(Permit holder is responsible for all costs associated with police, fire, and emergency services)

Special Events Permit with <250 participants	\$100
Special Events Permit with >250 participants	\$200



WATER, SEWER, and SANITATION FEES

Water Maintenance Fee	\$78.00
Water Stand-By Fee	\$39.00
Residential Water Usage Rates: Tier 1 (0 – 5,000)	
Tier 2 (5,001– 20,000)	\$1.00 per 1,000 gallons
Tier 3 (20,001 – 30,000)	\$2.00 per 1,000 gallons
Tier 4 (30,001– 40,000)	\$2.25 per 1,000 gallons
Tier 5 (40,001– 50,000)	\$2.50 per 1,000 gallons
Tier 6 (50,001– 60,000)	\$2.75 per 1,000 gallons
Tier 7 (60,001– 70,000)	\$3.00 per 1,000 gallons
Tier 8 (70,001– 80,000)	\$3.25 per 1,000 gallons
Tier 9 (80,001– 90,000)	\$3.50 per 1,000 gallons
Tier 10 (90,001– 100,000)	\$3.75 per 1,000 gallons
Tier 11 (100,001 and above)	\$4.00 per 1,000 gallons \$6.00 per 1,000 gallons
Shut Off Notice	\$25.00
Water Disconnect/Reconnect During Office Hours	\$85.00/\$85.00
Water Disconnect/Reconnect After Hours	\$100.00/\$100.00
Damaged Water Meters	Actual cost of meter + labor
Water Service Deposit- Owner	\$200.00
Water Service Deposit-Renter	\$400.00
Add'l Deposit w/o Social Security #	\$350.00
Sewer Base Rate-Residential	\$97.18
Sewer Base Rate-Commercial	\$115.05
Residential Can	\$18.50
Additional Residential Can	\$15.00
Recycling Can	\$24.50
Lost or Damaged Cans	The actual cost of the can billed by Waste Management to the City
Past Due Bills	5% per month
In-Lieu of Water Fee	\$5200



CODE ENFORCEMENT FEES

Code Violation Fee	Fines can be up to those of a class B misdemeanor as adopted by Utah Code 76-3-301
Default/Administrative Code Enforcement Hearing Fee	\$100.00

ANNUAL BUSINESS LICENSING FEES

Home-Based Business License permits valid from January 1 to December 31. (Does not exceed residential impact)	\$50
Conditional Use Application License Permits	\$200

For development and zoning applications, the base fee functions as an application or administrative fee. Unless explicitly stated otherwise, applicants are responsible for actual costs related to outside professional review, noticing, recording, and expenses arising from incomplete or revised submissions.

LAND USE APPLICATION FEES

Development Agreement	\$1,500 base fee, plus actual City attorney, engineer, and recording costs incurred by the City.
Development Agreement Amendment	\$750 base fee, plus actual City attorney, engineer and recording costs incurred by the City.
Concept Review	\$500 per review. Fee includes one staff-level concept review. Additional staff, engineer, attorney, or TRC review time may be billed at the adopted hourly/pass-through rate.
Subdivision – Preliminary Plat Review	\$3,600 + \$50.00 per lot or unit. Includes up to two City reviews. Additional reviews are billed hourly/pass-through.
Subdivision – Final Plat Review	\$4,200 + \$50.00 per lot or unit. Includes up to two City reviews, bonding/water-right review, pre-construction meeting, and recordation processing. County recording fees are separate. Additional reviews are billed hourly/pass-through.
Plat Amendments	\$2,500 after final approval, plus actual City attorney, engineer, and recording costs incurred by the City.

Recording Fees	As charged by the Utah County Recorder
Annexation Request	\$1,500 Petition / Resolution to Annex fee, plus \$350.00 Annexation Processing fee. Includes application processing, staff review, engineering review, Planning Commission and City Council consideration, public notice/hearing, resolution/ordinance processing, and recordation coordination. County recording fees and actual attorney/engineer costs are separate.
Subdivision – Combined Preliminary/Final Plat for 1–6 lots fronting an existing street	\$4,800 + \$50.00 per lot or unit. Available only when no new public improvements, dedications, water/sewer extensions, or storm-drain facilities are required.
Additional TRC Meeting / Review	\$700 per additional meeting or review is required because of incomplete submittals, applicant changes, or site-specific complexity.
Engineer / Attorney Pass-Through	Actual cost billed to the City, or adopted hourly rate if services are performed by City staff. Applicant shall pay all outside professional costs before final approval or recording.
Lot Line Adjustment/Delineation	\$750.00 administrative review; If a mylar, boundary description, easement revision, utility signature, or recording document is required, the applicant is responsible for actual City attorney, engineer, and recording costs incurred by the City.
Rezone Request	\$1,400. Includes staff review, public notice/hearing, Planning Commission recommendation, and City Council consideration. Applicant is responsible for the actual City attorney and engineer costs incurred by the City.



LAND USE APPLICATION FEES (cont.)

Excavation Permit	\$200-\$500 depending on the scope of the project, plus \$50 per day while work is active in the right-of-way. Applicant is responsible for actual inspection, public works, traffic control review, and repair costs. A bond may be required in an amount equal to the estimated cost of the work plus 10%.
Variance Request	\$500 deposit. Applicant is responsible for all costs billed to the City by the Appeal Hearing Officer and for any actual City attorney, engineer, or notice-related costs incurred by the City.
Land Use Appeals	\$500 deposit. Applicant is responsible for all costs billed to the City by the Appeal Hearing Officer and for any actual City attorney, engineer, or notice-related costs incurred by the City.
ADU Application	A one-time fee of \$750.00, which covers up to four (4) inspections. Additional inspections will be billed to the applicant at \$100 per inspection. Any inspection that is not ready, incomplete, or inaccessible may be charged as a re-inspection/not-ready inspection.
Street Vacation / Right-of-Way Vacation	\$2,400. Includes staff review, engineering review, public notice/hearing, Planning Commission/City Council consideration as applicable, ordinance processing, and recordation coordination. County recording fees are separate.
Right-of-Way Violation – Working Without Permit	\$500 per occurrence, plus all applicable permit, inspection, repair, and professional review costs.
Right-of-Way Violation – Failure to Implement or Maintain Traffic Control	\$500 per occurrence; incomplete or inadequate setup/maintenance may be charged \$100 per instance.
Right-of-Way Violation – Failure to Stop Work	\$2,000 per day.

WATER DEPARTMENT FEES

Fire Hydrant Meter Rental Deposit	\$2000
Daily Rate – Fire Hydrant Meter	\$10.00 per day/\$100.00/ month
Water Rate – Fire Hydrant Meter	\$2 Per 1,000 gallons of water
Illegal Connection to Water System	\$2,000 per occurrence



BUILDING PERMIT FEES

Building Permit Application Fee	\$200
Site Plan Review Fee (Initial fee covers two reviews.)	\$200 for residential building permit site plan review, covering up to two reviews. Land-use site plan/development approval is charged under Land Use Application Fees.
Fire Inspection Fee	\$150
Plan Review Fee	65% of the Building Permit Fee
Building Fee	(Figured on square footage) based on ICC Tables
State Fee	1% of Building Permit Fee
Water Impact Fee (2023 Impact Fee Study)	\$5267.00
Water Connection Fee	\$650.00
Sewer Impact Fee (Pass-thru to Payson City)	Actual fee accessed by Payson City
West Loafer Sewer Impact Fee *See Exhibit A (2023 Impact Fee Study)	\$3501
Sewer Hook Up	\$200
IRC/IBC Code Appeal	\$200-\$500 depending on the extent of appeal (see policy for details). The applicant is responsible for the actual attorney, engineering, and planning costs incurred by the City.
Temporary Occupancy Certificate	\$250

INSPECTION FEES

Re-Inspection Fee	\$100 per re-inspection or additional inspection beyond the allotted number included in the permit fee.
Fire Inspection	\$100 per fire inspection, unless otherwise specified by permit type or special event review.
Working Beyond a Stop Work Order*	\$500 per infraction
Yearly Fee to test a driveway or private road gate	\$150.00
Not Ready Inspection Fee	\$125 per inspection when the work is incomplete, inaccessible, unsafe to inspect, or otherwise not ready at the scheduled inspection time.

*Fines doubled for each subsequent infraction.

INSPECTIONS

Included Building Inspections – Houses	18 inspections included in the building permit fee.
Included Building Inspections – Accessory Buildings	6 inspections included in the building permit fee.
Included Building Inspections – Additions	6 inspections included in the building permit fee.
Included Building Inspections – Basements	4 inspections included in the building permit fee.
Included Building Inspections – Retaining Walls	2 inspections included in the building permit fee.
Included Building Inspections – ADUs	4 inspections included in the ADU application fee.
Included Building Inspections – Other	Number of inspections to be determined by the Building Official during permit review. Inspections above the allotted number will be billed as additional inspections.

EXHIBIT A



Existing Home as of not on sewer



Future connections



Developer connected

This map was prepared as part of the 2017 Loafer Sewer Project and is intended to represent the sewer connections and project area as they existed or were understood at that time. Actual sewer connections, service areas, or infrastructure conditions may have changed since 2017. The map should therefore be used for general reference only and should not be relied upon as a current or definitive record of existing sewer connections