

The Coconino County Board of Supervisors will hold a Regular Meeting and Public Hearing on Tuesday, February 28, 2023, at 2:00 pm via webinar technology using Zoom to hear any taxpayer wishing to comment for or against any proposed fee increase. Following the Public Hearing the Board will consider adoption of a revised fee schedule. For more information on how to join this meeting, please go to [BOS Video Stream | Coconino \(az.gov\)](#).

What is a user fee?

A user fee is one in which the applicant (personal, business, organization) receives a benefit that does not accrue to non-applicants. The underlying philosophy is that someone who receives a special service from which he/she will benefit (especially monetarily) should pay all, or a portion, the full cost of that service unless otherwise decided.

Are fee changes the result of a budget shortfall?

No. Coconino County evaluates the cost of all services, every other year, and uses that cost analysis to recommend fee increases and decreases. Our policy is to recommend regular changes to our fee schedule, in order to avoid large increases in any given year while maintaining our cost recovery percentages. This creates routing incremental fee changes that are easier to absorb than increases that are not done as frequently and are thus more significant. The cost of some fees increased since the last study, and others decreased due to technology and efficiencies in service delivery. Many fees are adopted at the full cost, with a sliding fee scale applied based on ability to pay. For fees that have a community benefit, the Board of Supervisors subsidizes a portion of the cost of the services with County tax dollars.

How much of the total County budget is supported by user fees?

In total about 10% of all County revenues come from charges for services, licenses, permits, fees, fines, or forfeits.

Are user fees charged by all County departments included on this schedule?

No. Each year Coconino County studies approximately ½ of all user fee services. The current schedule includes fees that are charged by Assessor, Community Development, Facilities Management, Public Fiduciary, Health and Human Services, Recorder, and Treasurer. The net effect is that each fee is studied every two years.

Proposed Fee Changes

Please note, the recommended fee is the current staff recommendation. **The Board of Supervisor's may elect to adopt up to the full cost that is listed for each fee.** Fees that are set by Statute cannot be changed. Only those listed on Schedule A are to be considered for changes. All other County fees will remain as previously adopted.

Schedule A: Recommended Fee Changes for February, 2023

COMMUNITY DEVELOPMENT	Fee Type	Current Fee	Full Cost	Recommended Fee
Planning & Zoning				
Short Term Rental Permit	Flat Fee	\$ -	\$ 250	\$ 250
Mobile/MFG Home Permit	Flat Fee	\$ 360	\$ 450	\$ 450
FACILITIES MANAGEMENT	Fee Type	Current Fee	Full Cost	Recommended Fee
Electric Vehicle Charging				
Electric Vehicle Charging (hourly, up to 4 hours)	Hourly Fee	\$ -	\$ 2.04	\$ 1.50
Electric Vehicle Charging (hourly, 5+ hours)	Hourly Fee	\$ -	\$ 2.04	\$ 5.00
Health and Human Services	Fee Type	Current Fee	Full Cost	Recommended Fee
Environmental Services				
Type 4 Food Svc Licenses	EH License	\$ -	\$ 972	\$ 550
Type 3 Food Svc Licenses	EH License	\$ 390	\$ 486	\$ 486
Type 2 Food Svc Licenses	EH License	\$ 280	\$ 347	\$ 347
Type 1 Food Svc Licenses	EH License	\$ 235	\$ 292	\$ 292
Co-located & Catering Svc License (1)	EH License	\$ 190	\$ 238	\$ 238
Additional Follow-up Inspections	EH License	\$ 175	\$ 218	\$ 200
Seasonal Food Svc Type 1	EH License	\$ 130	\$ 169	\$ 169
Seasonal Food Svc Type 2	EH License	\$ 140	\$ 177	\$ 177
Seasonal Food Svc Type 3	EH License	\$ 170	\$ 218	\$ 218
Backcountry Food Manager Certificate	EH Cert	\$ 55	\$ 72	\$ 60
Body Art Certificate	EH Cert	\$ 31	\$ 72	\$ 60
Body Art License	EH License	\$ 260	\$ 323	\$ 323
Trailer Park/Campground License	EH License	\$ 160	\$ 180	\$ 180
School Inspection >500	EH License	\$ 200	\$ 279	\$ 279
School Inspection < 500	EH License	\$ 125	\$ 179	\$ 179
Motel/Hotel License	EH License	\$ 160	\$ 217	\$ 217
Annual Pool & Spa (operates all year)	EH License	\$ 225	\$ 288	\$ 288
Seasonal Pool & Spa (operates seasonally)	EH License	\$ 155	\$ 199	\$ 199
Children's Camps Initial License	EH Statute	\$ 100	\$ 92	\$ 92
Children's Camps Renewal License	EH Statute	\$ 25	\$ 92	\$ 92
Type 3 Food Svc Plan Review	EH Pln Rev	\$ 480	\$ 642	\$ 600
Type 2 Food Svc Plan Review	EH Pln Rev	\$ 130	\$ 579	\$ 538
Type 1 Food Svc Plan Review	EH Pln Rev	\$ 330	\$ 442	\$ 413
Food Svc Minor Remodel Plan Review	EH Pln Rev	\$ 265	\$ 359	\$ 331
Trailer Park/Campground Plan Review	EH Pln Rev	\$ 265	\$ 370	\$ 331
Motel/Hotel Plan Review	EH Pln Rev	\$ 350	\$ 474	\$ 438

Schedule A: Recommended Fee Changes for February, 2023

Health and Human Services	Fee Type	Current Fee	Full Cost	Recommended Fee
School Plan Review	EH Pln Rev	\$ 340	\$ 467	\$ 425
Body Art Facility Plan Review	EH Pln Rev	\$ 310	\$ 423	\$ 388
Pre-opening Inspections (Ownership)	EH Insp	\$ 285	\$ 368	\$ 356
Minor Pre-Opening Insp	EH Insp	\$ 125	\$ 160	\$ 160
1 Event Temp Food Svc Non-Profit (TCS's)	EH Permit	\$ 75	\$ 113	\$ 113
Multi Event Temp Food Svc Non-Profit (TCS's)	EH Permit	\$ 115	\$ 170	\$ 170
1 Event Temp Food Svc For Profit (TCS's)	EH Permit	\$ 90	\$ 113	\$ 113
Multi Event Temp Food Svc For Profit (TCS's)	EH Permit	\$ 140	\$ 170	\$ 170
Multi Event Temp Food Svc Profit (sample, min prep,NTSF)	EH Permit	\$ 80	\$ 87	\$ 87
1 Event Group Permit Temp Event (coordinator)	EH Permit	\$ 90	\$ 113	\$ 113
Multi Event Group Permit Temp Event (coordinator app)	EH Permit	\$ 150	\$ 194	\$ 194
1 Event Temp Body Art (up to 7 consec days)	EH Permit	\$ 135	\$ 164	\$ 164
Late Fee Temp Svc App Submit <10 days	EH Permit	\$ 50	\$ 63	\$ 63
1 Event Temp Food Svc (sample, min prep, NTSF)	EH Permit	\$ 50	\$ 113	\$ 113
Dog License 1-year Altered	AM License	\$ 12	\$ 68	\$ 17
Dog License 2-year Altered	AM License	\$ 20	\$ 68	\$ 25
Dog License 3-year Altered	AM License	\$ 30	\$ 68	\$ 35
Dog License 1-year Unaltered	AM License	\$ 25	\$ 68	\$ 30
Dog License 2-year Unaltered	AM License	\$ 40	\$ 68	\$ 45
Dog License 3-year Unaltered	AM License	\$ 60	\$ 68	\$ 65
Multiple Dogs (up to and including 20 dogs)	AM License	\$ 120	\$ 495	\$ 150
Kennel/Pet Shop Plan Review	AM Review	\$ 360	\$ 2,023	\$ 385
Kennel License	AM License	\$ 200	\$ 1,370	\$ 235
Pet Shop Permit/License	AM License	\$ 265	\$ 1,511	\$ 300
Preopening Inspection (kennel, shelter, pet store)	AM Fee	\$ 285	\$ 1,368	\$ 356
Additional Follow Up Inspections	AM Fee	\$ 175	\$ 895	\$ 200
Animal Impound Redemption 1st	AM Penalty	\$ 50	\$ 320	\$ 60
Animal Impound Redemption 2nd	AM Penalty	\$ 100	\$ 320	\$ 120
Animal Impound Redemption 3rd	AM Penalty	\$ 200	\$ 320	\$ 240
Animal Impound Redemption 4th	AM Penalty	\$ 400	\$ 320	\$ 480