

ORDINANCE NO. 2022 - 31

**AN ORDINANCE AMENDING THE TOWN OF ZIONSVILLE,
INDIANA FEE SCHEDULE AND AMENDING
THE ZIONSVILLE, INDIANA
CODE OF ORDINANCES**

WHEREAS, the Town of Zionsville ("Town") maintains fees for various items charged by the Town of Zionsville; and

WHEREAS, in attempt to consolidate these fees into one document with the goal of enhancing the ease with which these fees may be reviewed and updated, as appropriate, on a regular basis, the Town adopted Ordinance No. 2020-21, Ordinance No. 2021-03 and Ordinance 2021-14 establishing and amending a fee schedule ("Fee Schedule"); and

WHEREAS, action has been previously taken by both the Town of Zionsville Plan Commission ("Plan Commission") and the Town of Zionsville Town Council ("Town Council") in accordance with Indiana law to remove the planning department fees from the Town of Zionsville Zoning Ordinance; and

WHEREAS, the Town Council now determines that it is appropriate to incorporate the planning department fees into the Fee Schedule; and

WHEREAS, consolidation of planning department fees into the Fee Schedule is in the best interest of the Town and the citizens of the Town of Zionsville; and

WHEREAS, Exhibit A, attached hereto and incorporated herein, represents the Town of Zionsville Fee Schedule with the planning department fees included.

NOW, THEREFORE, be it ordained by the Town Council of the Town of Zionsville, Indiana:

Section 1: The Town of Zionsville Fee Schedule, attached hereto as Exhibit A and incorporated herein, is hereby adopted.

Section 2: Any existing Ordinances, or portions thereof, conflicting with the attached Town of Zionsville Fee Schedule are hereby repealed.

Section 3: Upon codification of the Town of Zionsville Code of Ordinances, the code sections listed on the attached fee schedule shall be amended to delete reference to the specific fee and instead include a reference to the Town of Zionsville Fee Schedule, which may be amended from time to time.

Section 4: The attached Town of Zionsville Fee Schedule may be amended throughout the year, as determined to be appropriate by the Town, to reflect any changes in the fees referenced therein or to include additional fees currently not listed in the fee schedule.

Section 5: This Ordinance shall be in full force and effect beginning January 1, 2023.

INTRODUCED on this 5th day of December, 2022.

A motion to consider on First Reading was sustained by a vote of 7 in favor and 0 opposed, pursuant to Indiana Code § 36-5-2-9.8.

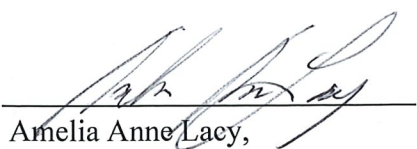
DULY PASSED AND ADOPTED this 19th day of December, 2022, by the Town Council of the Town of Zionsville, Boone County, Indiana, having been passed by a vote of 5 in favor and 0 opposed.

**TOWN COUNCIL OF THE TOWN OF ZIONSVILLE,
BOONE COUNTY, INDIANA**

	YEA Signature	NAY Signature
Jason Plunkett, President		
Brad Burk, Vice President		
Josh Garrett, Member		
Alex Choi, Member		
Joe Culp, Member		
Craig Melton, Member		
Bryan Traylor, Member		

I hereby certify that the foregoing Ordinance was delivered to Town of Zionsville Mayor Emily Styron on the 19th day of December 2022.

ATTEST:


Amelia Anne Lacy,
Municipal Relations Coordinator

MAYOR'S APPROVAL



Emily Styron, Mayor

12/19/2022

Date

MAYOR'S VETO

Emily Styron, Mayor

Date



EXHIBIT A

Town of Zionsville Fee Schedule

Zionsville Police Department

Fee Description	Fee
Copies of cases/incidents	No fee if under 20 pages, \$5 thereafter
Accident reports	\$12
Solicitor permit (10-day permit)	\$20 + \$3 fee per solicitor
Solicitor permit (120-day permit)	\$90 + \$3 fee per solicitor
Golf cart registration	\$100/year/golf cart
Body camera video	\$100 (up to one hour of processing/redaction, \$25/15 minutes additional processing/redaction, not to exceed \$150)

Zionsville Fire Department Fire Prevention

Fee Description	Fee
Second re-inspection (approximately 15 days)	\$100
Third and all subsequent (approximately 5 days)	\$250
All subsequent acceptance tests (all types)	\$75
Fire Department occupancy permit	\$75
Construction/building plan review	\$.10/square foot (\$75 minimum)
Automatic sprinkler system per NFPA 13	Number of risers or systems x \$100
Fire alarm system per NFPA 72	Number of fire alarm annunciation zones per NFPA 72 x \$100
Special hazard system (i.e. hood suppression system)	Number of systems x \$100
Modification to an existing system	Item being modified (i.e. riser) x \$75
Construction or installation w/o a fire protection permit	Stop work order + 5x normal permit fee
Failure to implement a required fire watch	\$350/day/person (IDHS notified)
Occupancy without occupancy permit	\$250/day
False/faulty alarms (alarms 4-6 in a calendar year)	\$75/occurrence
False/faulty alarms (alarms 7-10 in a calendar year)	\$150/occurrence
False/faulty alarms (alarms 11+ in a calendar year)	\$250/occurrence
Tampering with a life safety system	\$500/occurrence (IDHS and ZPD notified)
Fire extinguisher training	\$80/instructor, \$25/supplies

Zionsville Fire Department Reports

Fee Description	Fee
Run report	\$5
Run report with digital images (if available)	\$30

**Zionsville Fire Department
CPR Instruction**

Fee Description	Fee
Card replacement	\$12/card
CPR classes – HeartSaver CPR/AED full class and skills	\$50/person
CPR classes – HeartSaver CPR/AED with first aid full class and skills	\$70/person
CPR classes – healthcare provider CPR/AED full class and skills	\$55/person
CPR classes – friends and family CPR full class and skills (no certification)	\$25/person
CPR classes – HeartSaver CPR/AED skills only	\$30/person
CPR classes – HeartSaver CPR/AED/first aid skills only	\$30/person
CPR classes – healthcare provider skills only	\$30/person
CPR classes – ACLS	\$65/person
CPR classes – PALS	\$65/person

**Zionsville Fire Department
Hazmat**

Fee Description	Fee
Initial response of a fire truck/apparatus	\$250
Initial response of a command vehicle	\$100
Hourly on-scene assistance of a fire truck/apparatus	\$150/hour
Hourly on-scene assistance of a command vehicle	\$50/hour
Expendable materials (absorption materials, emulsifiers or other agents used in the cleanup process)	Actual cost of materials used

**Zionsville Fire Department
EMS**

Fee Description	Fee
BLS emergency – resident	\$540
BLS emergency – non-resident	\$750
ALS emergency – resident	\$670
ALS emergency – non-resident	\$850
ALS2 emergency – resident	\$800
ALS2 emergency – non-resident	\$1,000
No transport – T/R – resident	\$300
No transport – T/R – non-resident	\$400
Mileage – resident	\$15/loaded mile
Mileage – non-resident	\$15/loaded mile
BLS non-emergency – resident	\$400
BLS non-emergency – non-resident	\$550

Meeting Rooms

Rental

Fee Description	Fee
Small Rooms (103, 105, 202, 203, 204, 205)	\$25/up to 4 hours
Large Room (207)	\$50/up to 4 hours

No charge for non-profit organizations, private citizens, municipal, state or federal government use. Room sponsors may use their named room at no cost.

Meeting Rooms

Cleaning

Fee Description	Fee
Light clean small rooms (103, 105, 202, 203, 204, 205)	\$75
Light clean large rooms (207, common corridors)	\$150
Heavy clean small rooms (103, 105, 202, 203, 204, 205)	\$250
Heavy clean large rooms (207, common corridors)	\$500

A cleaning fee is only incurred when Town staff or vendors must complete a light clean, heavy clean or repair damage. Groups or individuals are not allowed to reserve or use meeting rooms until all incurred cleaning fees are paid.

Light clean: Light sweeping, cleaning table and counter surfaces, repositioning furniture to original locations.

Heavy clean: Includes all light clean plus cleaning carpets due to spills or stains and cleaning walls and windows.

*Additional fees may be assessed as deemed necessary because of extensive carpet, drywall, paint or property damage.

Special Events

Fee Description	Fee
Application fee	\$100/application
Traffic cone replacement	\$16/cone (fee assessed only if item isn't returned)
Barricade replacement	\$100/barricade (fee assessed only if item isn't returned)
On-duty police officer	\$50/hour/person (minimum 2-hour shift)
EMT/firefighter	\$50/hour/person (minimum 2-hour shift)
Basic life support equipment	\$50/event (requires minimum 1 EMT/FF)
Basic life support medic 98	\$50/event (requires minimum 2 EMT/FF)
Basic life support ambulance	\$50 for first hour; \$25 for additional hours (requires minimum 2 EMT/FF)
Advanced life support ambulance	\$70 for first hour; \$30 for additional hours (requires minimum 1 EMT/FF and 1 FF/paramedic)
Grass truck	\$75 for first hour; \$50 for additional hours (requires minimum 2 EMT/FF)
Fire engine	\$125 for first hour; \$75 for additional hours (requires minimum 3 EMT/FF)

The special events no longer have the \$100/day-use fee, rather, event sponsors can reserve a space based on Parks Department fees. Events sponsors formerly paid Fire and/or Police personnel directly -- now they will pay the Town one invoice and the officers will be on-duty for the assignment.

The Town will provide services and support for the following events at no charge to the Event Sponsor:

1. The Zionsville Chamber of Commerce Brick Street Market
2. Zionsville Fourth of July at Lions Park
3. The Zionsville Chamber of Commerce Taste of Zionsville and Street Dance
4. Lions Club Fall Festival and Parade
5. Zionsville Chamber of Commerce Christmas in the Village
6. Zionsville Chamber of Commerce Night on the Bricks

Community and Economic Development Department

Fee Description	Fee
Home occupation registry	\$40
Zoning confirmation	\$45 form letter on Zionsville letterhead
Zoning determination	\$65 includes 2 hours of research time, docket search, etc.
Research	\$25/hour for every hour over initial 2 hours
Permit extensions	\$50 one time, up to 6 months
Expired permit notification/renewal	\$250

Community and Economic Development Department Encroachment Agreements

Fee Description	Fee
Encroachment – right of way	\$65 application fee
Encroachment – air	\$65 application fee
Encroachment – easement	\$65 application fee

**Community and Economic Development Department
Land Use Petitions**

Fee Description	Fee
Administrative appeal	\$300
Zoning map change	
Residential districts	\$400 + \$100/acre or any portion thereof
Business or industrial districts	\$1,000 + \$30/acre or any portion thereof
All other districts	\$1,200 + \$30/acre or any portion thereof
Variance	
Use	
Residential use	\$400 + \$25 for each variance of development standard requested
Other use	\$1,200
Development standards	
Residential districts	\$375 + \$25 for each additional development standard requested
All other districts	\$675 + \$50 for each additional development standard requested
Special exception	\$700
Amendment or termination of commitments of a variance or special exception	\$1,000
Approvals	
Development plan	\$675 + \$100/acre
Modification or termination of development plan	\$575 + \$100/acre
Plat/subdivision (R-SF-1, R-SF-2, R-V districts)	
Major plat – primary plat	\$825 + \$30/lot
Major plat – secondary plat – per section	\$550 + \$20/lot
Minor plat – primary plat	\$300 + \$15/lot
Minor plat – secondary plat – per section	\$550 + \$20/lot
Re-plat	\$550 + \$100/additional lot
Plat/subdivision (all other districts)	
Major plat – primary plat	\$1,000 + \$5/lot
Major plat – secondary plat – per section	\$400/section
Minor plat – primary plat	\$1,000 + \$5/lot
Minor plat – secondary plat – per section	\$400/section
Re-plat	\$500 + \$100/additional lot

**Community and Economic Development Department
Improvement Location Permits – Residential (Building Permit Fee Included)**

Fee Description	Fee
Single or two family dwellings	
New building	\$700 + \$.10/square foot (includes 5 inspections)
Exterior and interior remodeling	\$360 + \$.10/square foot if over 400 square feet of exterior remodeling (includes 4 inspections)
Addition to an existing single or two family dwelling	\$360 + \$.10/square foot if over 400 square feet (includes 4 inspections)
Accessory Uses	
Detached accessory buildings – large (garage, carports)	\$200 + \$.10/square foot if over 200 square feet of total floor area (includes 2 inspections)
Detached accessory buildings – small	\$100 *structure shall be 200 square feet or less
Swimming pools, hot tubs (above or below grade)	\$350 + \$.10/square foot of total pool and deck or hot tub dimension (includes 2 inspections)
Decks – floor height of 0-30 inches above grade	\$75 requires structural plan review and final inspection (includes 1 inspection)
Decks – floor height greater than 30 inches above grade	\$175 plans required for verification with Indiana Code requirements (includes 3 inspections – footing, framing, final)
Demolition	\$100 + \$50/additional building
Other residential	\$75 includes roofing, patio and electrical permits

Additional certificate of occupancy fee applies to most permits (see details below). No ILP is required and no fees are charged for fences. Square footage is considered gross area, above grade (as further clarified on the improvement location permit application form).

**Community and Economic Development Department
Improvement Location Permits – Commercial (Building Permit Fee Included)**

Fee Description	Fee
Multifamily dwellings	
Primary buildings	\$500 + \$100/unit (includes 6 inspections per unit)
Accessory buildings/structures	\$350 + \$.10/building/structure per square foot if over 400 square feet (includes 3 inspections)
Business, industrial or special use	
New building	\$500 + \$.17/square foot of total floor area (includes 5 base inspections)
Addition to an existing building	\$500 + \$.17/square foot of total floor area added (includes 4 inspections)
Parking lot construction or remodeling (as a primary use or an expansion or remodeling of an existing parking lot)	\$5/parking space (includes 2 inspections)
Accessory buildings/structures	\$350 + \$.17/square foot of total floor area over 100 square feet (includes 3 inspections)
Interior remodel/tenant finish	\$350 + \$.17/square foot (includes 3 inspections)
Demolition	\$200 + \$100/additional building
All other improvements	\$90 (includes 1 inspection)

**Community and Economic Development Department
Other Improvement Location Permits**

Fee Description	Fee
Amended ILP application (residential)	\$125
Amended ILP application (commercial/industrial)	\$150
Duplicate permit	\$25
Re-inspection fees (commercial)	\$150
Re-inspection fees (residential)	\$75

**Community and Economic Development Department
Signs**

Fee Description	Fee
Application fee	\$25 does not count against permit fee
Final inspection fee	\$25
On-premise freestanding identification (ground or pylon) – up to 24 square feet in area	\$200
On-premise freestanding identification (ground or pylon) – over 24 square feet in area	\$200 + \$1/square foot of sign area
On-premise building identification (wall, projecting, awning, canopy)	\$45 + \$1/square foot of sign area
On-premise incidental (any type)	\$50
On-premise suspended	\$50
Off-premise (advertising)	\$300 + \$1/square foot of sign area

**Community and Economic Development Department
Clearance of Land/Grading Permit**

Fee Description	Fee
2.00 ac. (gross) or less in size	\$50 + \$25/ac
2.01 ac (gross) or larger in size	\$125 + \$5/ac

**Community and Economic Development Department
Certificate of Occupancy/Temporary Certificate of Occupancy**

Fee Description	Fee
Primary Use/Building/Structure	
Residential (single or two family)	\$50
Residential (multifamily)	\$50/unit
Business/industrial/special use	\$50/leased area/tenant space
All other	\$25
Accessory use/building/structure in any district	\$25

Community and Economic Development Department Alternate Fees

Municipal and School Fees

The fees listed in this section shall not be applicable to all Zionsville Community School Corporation buildings, structures or facilities with the exception of commercial building inspection fees, which shall be reduced by one-half. All required inspections are to be scheduled with the Town of Zionsville. The waiver of these improvement location permit fees exempts neither the Zionsville Community School Corporation from compliance with all provisions of this zoning code.

Other Fees

For churches and other not-for-profit organizations, all fees listed in this section shall be reduced by one-half, including all required building inspection fees. Documentation of charitable (501c3) status shall be submitted with the petition or request for an improvement location permit in order to verify an organization's not-for-profit status. All required inspections to be scheduled with the Town of Zionsville.

Fees for Improvement Location Permit Obtained After Commencement of Work

If work for which an improvement location permit is required has commenced in violation of the provisions of the zoning code, the improvement location permit fee shall be five times the applicable amount stated in this section, however, the maximum fee incurred under this section shall be \$5,000 plus the amount of the normal fee for the permit.

Late Fees on Inspections

The following fees will be assessed when construction has been performed beyond a required inspection, i.e., pouring concrete prior to a footing inspection, insulating prior to the rough-in inspection and using or occupying new construction prior to a certificate of occupancy. Upon receipt of the late fee, the missed inspection must be scheduled and performed before work can resume.

Fee Description	Fee
Single or two family dwellings new building	\$350
Commercial new building	\$500
Residential other	\$150
Commercial other	\$250

Community and Economic Development Department Improvement Location Permit – Additional Department/Municipality Fees

The following may be applicable when obtaining an improvement location permit.

Fee Description	Fee
Residential single family	
Road impact fee	\$1,009
Park impact fee	\$2,045
Sewer connection and permit fee	\$4,025 *Wastewater Department
Stormwater individual lot permit	\$200 *Street and Stormwater Department
Easement encroachment permit	\$150 *Street and Stormwater Department
Commercial	
Fire protection permit	Varies *Fire Department

**Community and Economic Development Department
Improvement Location Permit – Additional Department/Municipality Fees**

The following permits, if applicable, must be obtained before submitting the improvement location permit to the Town of Zionsville Community and Economic Development Department.

Fee Description	Info
Driveway permit	
Boone County Highway Department	765-482-4550 1955 Indianapolis Ave, Lebanon, IN 46052
State of Indiana Highway Department	765-362-3700 PO Box 667, Crawfordsville, IN 46933
Septic/sewer and well/water	
Boone County Health Department	765-483-4458 116 W Washington, Room B201, Lebanon, IN 46052
Clay Township Regional Waste Dis.	317-844-9200 10701 N College Ave, Ste A, Indianapolis, IN 46280
Whitestown Municipal Sewers	317-733-8584 6210 Veterans Dr, Whitestown IN 46075
Stormwater drainage permit	
Boone County Surveyor	765-483-4444 116 W Washington, Room 102, Lebanon, IN 46052