



TOWN COUNCIL - HEARING NOTICE

1777 N Meadowlark Dr, Apple Valley
Wednesday, November 13, 2024 at 6:00 PM

HEARING NOTICE

Public Notice is given that the Town Council of Apple Valley, Washington County, Utah will hold Public Hearings on **Wednesday, November 13, 2024 at 6:00 PM** or shortly thereafter at **1777 N Meadowlark Dr, Apple Valley**.

Public Hearing will be held on the following topics:

1. Amend Fee Schedule for Solid Waste (Trash) Increase, Resolution-R-2024-38.
2. Amend Policies & Procedures (Employments Classifications/Compensation and Leave), Resolution R-2024-40.

Interested persons are encouraged to attend public hearings to present their views or present their views in writing at least 48 hours prior to the meeting by emailing clerk@applevalleyut.gov.

CERTIFICATE OF POSTING: I, Jenna Vizcardo, as duly appointed Town Clerk and Recorder for the Town of Apple Valley, hereby certify that this Hearing Notice was posted at the Apple Valley Town Hall, the Utah Public Meeting Notice website <http://pmn.utah.gov>, and the Town Website www.applevalleyut.gov on the 29th day of October, 2024.

Dated this 29th day of October, 2024

Jenna Vizcardo, Town Clerk and Recorder

Town of Apple Valley

THE PUBLIC IS INVITED TO PARTICIPATE IN ALL COMMUNITY EVENTS AND MEETINGS

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify the Town at 435-877-1190 at least three business days in advance.

TOWN OF APPLE VALLEY, UTAH

RESOLUTION R-2024-38

RESIDENTIAL SOLID WASTE DISPOSAL FEE INCREASE

WHEREAS, the Town of Apple Valley belongs to the Washington County Solid Waste District; and

WHEREAS, the Town of Apple Valley is responsible to the Washington County Solid Waste District for the collection of the residential solid waste disposal fee within its municipal boundaries; and

WHEREAS, the Washington County Solid Waste District enacted a 2.5% increase to the residential solid waste disposal fee to become effective January 1, 2024; and

WHEREAS, the Town Council has determined that it is fair and equitable that the residential waste disposal fee is increased by 2.5% per month to cover the increase in the residential waste disposal fee.

NOW, THEREFORE, IT IS RESOLVED by the Town Council of the Town of Apple to increase the residential solid waste disposal fee from \$13.95 per month to \$14.30 per month effective January 1, 2025 and to update the Town fee schedule to reflect said change.

EFFECTIVE DATE This Resolution shall be in full force and effect from January 1, 2024.

PASSED this 13th day of November 2023.

TOWN OF APPLE VALLEY

PRESIDING OFFICER

Michael L. Farrar, Mayor
ATTEST:

Jenna Vizcardo, Town Recorder

	AYE	NAY	ABSENT	ABSTAIN
Mayor Michael Farrar	_____	_____	_____	_____
Council Member Kevin Sair	_____	_____	_____	_____
Council Member Janet Prentice	_____	_____	_____	_____
Council Member Annie Spendlove	_____	_____	_____	_____
Council Member Scott Taylor	_____	_____	_____	_____



FEE SCHEDULE

(Adopted on July 31, 2024, Proposal on November 13, 2024)

Administrative Fees

Government Records Access Management Act (GRAMA) Request: To be determined on an individual basis per UCA 63-2-203

Photocopies:	8 1/2 x 11 single or double sided on town paper	\$0.25
	11 x 17 single or double sided on town paper	\$0.50
	Land Use (Zoning Ordinance)	\$22.00
	Subdivision Ordinance	\$9.00
	General Plan	\$8.00
	Standards and Specifications	\$25.00
	Maps 24" x 36"	\$40.00
	Maps 11" x 17"	\$5.00
	Copies on CDs	\$5.00
Paperless Billing Credit:		(\$1.50)
Returned check fee: (Utah Code Title 7 Section 15)		\$25.00
Apple Valley Fire Department Facility:		
	Training Room	\$50.00
	One Bay (Fire Dept Approval)	\$75.00
	Two Bays (Fire Dept Approval)	\$150.00
	Refundable Deposit.	\$100.00

Park Reservation

Parks are a first come, first serve basis only

Pavilion Rental	1/2 Day	\$25
	Full Day	\$50
	Refundable Cleaning Deposit	\$150

Credit Card Processing Fees

Payments over \$200.00 made with a credit or debit card are subject to an additional 3% processing fee. This applies to transactions other than monthly utility charges. There is no fee for payments made with cash or check.

Special fees or exceptions to payment may be granted by the Town Council for local non-profit organizations or civic functions specific to Apple Valley depending on scheduling conflicts, etc. Additional fees may be charged if there are special needs; i.e. AV equipment, change in room setup or large groups, function is after hours requiring staff to be available, etc.

Professional Fees

Engineering/Legal/Administrative Fees: **\$Actual Cost**



Business Licenses

Alcohol License	<u>Initial</u>	<u>Renewal</u>
Class A Retail License (Off Premises)	\$300.00	\$300.00
Class B Retail License (On Premises)	\$1000.00	\$500.00
Class C Retail License (Draft)	\$1250.00	\$750.00
Class D Special Events License	\$200.00	N/A
Class D Special Events Permit Application	\$125.00	N/A
Class D Special Events Permit Change Fee	\$25.00	N/A
Class E Arena/Facility License	\$800.00	\$400.00
Class F Brewpub and Microbrewery License	\$300.00	\$150.00
Temporary License	\$200.00	N/A
Government Owned Facility License	\$400.00	\$200.00
Business License		
Short Term Rental License:	\$300.00	
Fire Inspection Fee:	\$150.00	
Code Inspection Fee:	\$150.00	
Total:	\$600.00	
Commercial:	\$250.00	
Cabins, Tiny Homes, RV Park, Lodges, Etc.:		
1 unit	\$300.00	
2-5 units	\$500.00	
6-10 units	\$800.00	
11-20 units	\$1,200.00	
21-50 units	\$1,500.00	
50+ units	\$2,000.00	
Additional Use, Commercial:	\$50.00 each use	
Home-Based:		
Non-Impact	\$0.00	
Impact	\$150.00	
Local Licensed Non-Profit Organizations:	\$0.00	
Single Event License:	\$200.00	
Dog Kennel License: Non-Commercial:	\$50.00	
Fire Inspection Fee	\$150.00	
Code Inspection Fee	\$150.00	
Business License Late fee:	\$25.00 per month or portion of month	



Special Events Permit

Application Fee (attendance under 100)	\$200/day
Application Fee (attendance 101 - 400)	\$500/day
Application Fee (attendance 401 - 999)	\$800/day
Application Fee (attendance over 999)	\$1,200/day
Drone License Fee:	\$250/day
Drone Violation Fee:	\$1,000 per violation
Non-Asphalt Road Access Fee:	\$250/day
Dust Violation Fee:	\$1,000/day
Sub-License Fee (vendors)	\$25
Fire Personnel/Fire Equipment	\$750/day
Encroachment Permit	\$200

Animal Control

Dog License: (1-year license Expires Dec 31)

Spayed/Neutered:	\$10.00
Functional:	\$20.00

Late fee of 25% after February 15.

Solid Waste

Monthly Fee	\$13.95 \$14.30 (As of January 1, 2025)
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Storm Drainage

Residential	\$10/month
Commercial	\$35/month

Signs

Free Standing Sign	\$100.00
Monument	\$100.00
Temporary Sign	N/A
Wall Sign	N/A
Sign Review Board	\$100.00

Zoning

Annexation	\$2,200
Conditional Use Permit (CUP)	\$800
Easement Abandonment	\$800
Encroachment Permit	\$700+ \$10.00 per square foot, \$500.00 non-compliance
General Plan Amendment	\$Acreage fee

Less than 5 Acres: \$3,000
 5 - 9 Acres: \$5,000
 10 - 39 Acres: \$7,000
 40 - 99 Acres: \$15,000
 100 - 199 Acres: \$25,000
 200 - 499 Acres: \$35,000



500 Acres and Over: \$40,000

Zone Change \$Application Fee + Acreage fee (Per Lot Being Changed)

Commercial & Industrial: \$4,000 plus \$50 per acre for the first 100 acres;
\$30 per acre for the second 100 acres; \$20 per acre for each acre over 200 acres

Agricultural: \$1,000 plus \$40 per acre for the first 100 acres;
\$20 per acre for the second 100 acres; \$10 per acre for each acre over 200 acres

Residential: \$2000 plus \$200 per acre for the first 100 acres;
\$150 per acre for the second 100 acres; \$100 per acre for each acre over 200 acres
All Other Zones: \$1,000 plus \$40 per acre or portion thereof over one acre

Development Review Fees

(Planning/Zoning/Administrative) **\$3,000 plus 3.17% of Bond Amount \$500 Plat Amendment
(Lot Line Adjustments)**

Home Occupation Permit	\$10 Reprint
Lot Split	\$800 per new lot
Non-Compliant Lot Split	\$900 per new lot
Lot Line Adjustments	\$800 per application
Planning Staff Review (PSR)	\$75/Hr (1 Hour Minimum)
Site Plan Review (*SPR)	\$750 + Actual Cost

(* An SPR is used for commercial, industrial, and institutional developments; exceptions are public schools and minor additions to an existing development)

Engineering/Legal/Admin Fees **Actual Cost**

Planned Developments and Development Agreement Fees

Initial Fee	\$500 + Actual Legal & Engineering Cost of Services
Revisions/Amendments	\$Actual Legal & Engineering Cost of Services
Road Dedications	\$750

Subdivisions and Other Projects

Construction Plan and Review Fee

Application Fee	\$1,500
2 & 3 Lots	\$1,000.00
4-9 Lots	\$300 /lot
10 + Lots	\$500 /lot
Preliminary Plat	\$5,000 + 100/per lot
Final Plat (subdivision, town homes, roads, etc.)	\$3,000 +\$300/per lot

Development Review Fees

(Planning/Zoning/Administrative) **\$3,000 plus 3.17% of Bond Amount \$500 Plat Amendment
(Lot Line Adjustments)**

Amendments

Preliminary Plat	\$2,700
Final Plat	\$1,200 + \$10.00 per lot



Public Improvement Inspection Fee	2% of Public Works Improvement Construction Costs
Board of Appeals	
Variance Application	\$550.00
Appeal Hearing	\$550.00
<u>Building Permits</u>	
Pools/Solar/Other	\$375.00
Building Permit	Based on Valuation (see table below)
State Building Permit Surcharge	1% of Building Permit Fee
Plan Review	Residential: 25% of Permit Fee
Plan Review	Commercial: 65% of Permit Fee
Special Inspection	\$125
Re-Inspection Fee	\$125
Building Permit Issued After-The-Fact	Double Permit Fee
Grading & Grubbing Plan Review	See Table A-33-A of Currently Adopted Uniform Building Code(Title 12.02.040) of Appendix Chapter 33 EXCAVATION AND GRADING
Grading & Grubbing Permit	See Table A-33-B of Currently Adopted Uniform Building Code(Title 12.02.040) of Appendix Chapter 33 EXCAVATION AND GRADING

TOTAL VALUATION

FEE

*Valuation = Square Feet x
Current ICC Building Valuation*

\$1 to \$500	\$23.50
\$501 to \$2,000	\$23.50 for the first \$500 plus \$3.05 for each additional \$100 or fraction thereof, to and including \$2,000
\$2,001 to \$25,000	\$69.25 for the first \$2,000 plus \$14.00 for each additional \$1,000 or fraction thereof, to and including \$25,000
\$25,001 to \$50,000	\$391.75 for the first \$25,000 plus \$10.10 for each additional \$1,000 or fraction thereof, to and including \$50,000
\$50,001 to \$100,000	\$643.75 for the first \$50,000 plus \$7 for each additional \$1,000 or fraction thereof, to and including \$100,000
\$100,001 to 500,000	\$993.75 for the first \$100,000 plus \$5.60 for each additional \$1,000 or fraction thereof, to and including \$500,000



\$500,000 to \$1,000,000

\$3,233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000 or fraction thereof, to and including \$1,000,000

\$1,000,001 and up

\$5,608.75 for the first \$1,000,000 plus \$3.65 for each additional \$1,000 or fraction thereof

Refunds

Where applicant voluntarily withdraws the application, the following refunds will apply:

Application accepted; no further work done	75% of total filing fee
Notification of hearing	50% of total filing fee
Planning Staff Review (PSR) meeting or written comments from department received.	25% of total filing fee
Staff Report completed	No Refund
Public hearing held	No Refund
Staff error resulting in mandatory withdrawal	100% refund

Cemetery

		RESIDENT	NON RESIDENT
LOT FEES			
	Full Lot	600	1,500
	Half Lot	450	1,350
	Half Lot - Infant	100	500
BURIAL FEES			
	Weekday-Adult	500	700
	Weekday-Cremation	300	400
	Weekday-Infant	0	500
	Weekend-Adult	750	950
	Weekend-Cremation	350	450
	Weekend-Infant	250	350
	Holiday-Adult	750	950
	Holiday-Cremation	350	450
	Holiday-Infant	350	450
	Double Depth Burial-1 st Open	Double the Standard Fee	Double the Standard Fee
PERPETUAL CARE (non-refundable)			
	Full Lot	300	300
	Full Lot – Upright	450	450
	Half Lot	100	100
	Half Lot - Upright	250	250
OTHER SERVICES			
	Disinterment-Adult	1200	1200
	Disinterment-Infant/Cremation	600	600
	Disinterment-Double Depth	Double the Standard Fee	Double the Standard Fee



	Late Notice/Late Arrival	200	200
	Funeral/Graveside Services Beginning after 3:00 pm	600	600
	Certificate Fee	25	25
	Transfer Fee	40	40
	Memorial Tree	\$100 Min	\$100 Min
	*50% Discount for Veterans and Individuals who have served on Town Council, Planning Commission, Big Plains Water District, and Fire Department (Volunteer)		

**APPLE VALLEY
RESOLUTION R-2024-40**

NOW THEREFORE, be it ordained by the Council of the Apple Valley, in the State of Utah, as follows:

SECTION 1: **AMENDMENT** “Employment Classifications/Compensation” of the Apple Valley Policies & Procedures is hereby *amended* as follows:

A M E N D M E N T

Employment Classifications/Compensation

- A. **GENERAL POLICY.** Apple Valley will pay at least minimum wages and overtime to all employees except those who are specifically exempt from minimum wage and overtime under the Fair Labor Standards Act (FLSA) of 1938. Apple Valley will also provide equal pay to all employees doing similar work which requires substantially equal skill, effort, and responsibility and are performed under similar working conditions in accordance with the Fair Labor Standards Act of 1938 and the Equal Pay Act of 1963.
- B. **EMPLOYMENT CLASSIFICATIONS.** There are five classifications of employees within Apple Valley:
 - 1. Full-time. An employee hired for an indefinite period in a position for which the normal work schedule is Thirty (30) hours per week or more. Full-time employees may or may not qualify for specific Apple Valley benefits.
 - 2. Part-time. An employee hired for an indefinite period in a position for which the normal work schedule is less than Thirty (30) hours per week. Part-time employees do not qualify for Apple Valley benefits.
 - 3. Temporary. An employee hired for a position which is required for only a specific, known duration, usually less than six (6) months. Temporary employees do not qualify for Apple Valley benefits.
 - 4. Seasonal. An employee hired for a position which is required only for the summer or winter months. Summer or winter only employees do not qualify for Apple Valley benefits.
 - 5. Volunteer. Individuals who serve in a non-compensated or nominal compensated position. Individuals do not qualify for specific Apple Valley benefits.
- C. **EMPLOYMENT STATUS.** To facilitate provisions of the Fair Labor Standards Act, employees shall also be classified as either exempt or nonexempt, with respect to eligibility for overtime payment. They shall be defined as:
 - 1. Exempt. Positions of a managerial, administrative, or professional nature, as prescribed by Federal and State Labor Statutes shall be exempt from minimum wage and mandatory overtime payment regulations.

2. Nonexempt. Positions of a clerical, technical, or service nature, as defined by Federal and State Labor Statutes, which are covered by provisions for minimum wage and mandatory overtime payment regulations.

D. WORK WEEK.

1. Begins on Sunday morning at 12:00 a.m. (midnight).
2. Ends on Saturday evening at 12:00 a.m. (midnight).

E. WORKDAYS. Workday schedules are flexible and may vary based on position requirements.

1. Full Time: Monday - Thursday.
2. Part Time: As directed by the Mayor, or designee.
3. Employees engaged in public safety activities, work as dictated by necessity. It is the responsibility of the Department Head to ensure adequate staffing is available.

F. WORK HOURS. Workday schedules are flexible and vary based on position requirements.

1. Full Time: 8:00 a.m. - 12:00 noon/1:00 p.m. - 5:00 p.m.
2. Part Time: As directed by the Mayor, or designee.

G. ATTENDANCE. Employees shall be in attendance at their workstations during normal working hours.

H. BREAKS AND LUNCH PERIODS.

1. Full-time:
2. Breaks: Two (2) optional fifteen (15) minute paid breaks during a standard work day. Breaks can not be used to extend the lunch period or shorten an employee's work hours.
3. Lunch: One (1) hour unpaid lunch period during a standard work day.
4. Part-time: As directed by the Mayor, or designee.
5. Employee breaks and lunch periods will be taken at the discretion of the Mayor, or designee, or their supervisor, to ensure continuity in the flow of work.
6. If employees choose to work through their paid breaks, it is their decision to do so, and no extra compensation will be given for the extra time worked.
7. Employees engaged in public safety activities, i.e., Fire Department: As directed by the Fire Chief .

I. TIME SHEETS. Non-exempt Employees will complete and sign, as verification of accuracy, an Employee Time Sheet showing all hours worked, including overtime, and submit the time sheet to the Mayor, or designee, for examination, payroll, and filing.

J. ON-CALL. The purpose of this policy is to establish guidelines for employees who are required to be available on an on-call basis to respond to emergencies, perform essential services, or address urgent issues outside of regular working hours. This policy applies to all employees designated as on-call, including public works, utilities, public safety, and administrative personnel, as determined by the Mayor or Designee.

1. Upon receiving a call, the on-call employee must gather details about the situation, determine the need to report to work, and take appropriate action.
2. If an employee is required to report to work, they will be paid a minimum of 2

- hours at the employee's regular rate, including overtime if applicable.
3. Call outs made during the Town's scheduled holiday leave will be compensated at 1.5 times the employee's regular rate
 4. If the employee's total work hours, including call-outs, exceed 40 hours in a week, overtime will be paid at 1.5 times the regular rate.
 5. On-call employee's must respond to calls within 30 minutes and must live within 30 miles of the Town Office.

SECTION 2: **AMENDMENT** "Leave" of the Apple Valley Policies & Procedures is hereby *amended* as follows:

AMENDMENT

Leave

A. ABSENT WITHOUT LEAVE.

1. Any unauthorized absence of an employee from duty shall be grounds for disciplinary action, up to and including termination, by the Mayor, or designee.
2. Any employee who is absent for three (3) or more consecutive workdays without authorized leave shall be deemed to have voluntarily resigned their position and employment without notice. Where extenuating circumstances are found to have existed, however, such absence may be covered by the Mayor, or designee, by subsequent grant of leave with or without pay as the circumstances dictate.

B. ANNUAL VACATION LEAVE.

1. Each permanent, Non-Exempt full-time employee shall receive annual vacation leave. Vacation is earned on forty (40) hour weeks. The rates are as follows:
 - a. For one (1) month to one (1) years of service, forty (40) hours of annual vacation leave shall accrue at the rate of 1.54 hours per pay period.
 - b. From one (1) year to five (5) years of service, eighty (80) hours of annual vacation leave shall accrue at the rate 3.08 hours per pay period.
 - c. From five (5) to (8) years of service, one hundred twenty (120) hours of annual vacation leave shall accrue at the rate of 4.62 hours per pay period.
 - d. For over eight (8) years of service , one hundred sixty (160) hours of annual leave shall accrue at the rate of 6.15 hours per pay period
 - e. Total hours below the required 30 hour minimum for full-time

employee's shall use (if available) vacation to bring the hours to the 30 hour minimum requirement. (see Employment Classification requirements)

2. Each permanent, EXEMPT full-time employee shall receive annual vacation leave. Vacation is earned on forty (40) hour weeks. The rates are as follows:
 - a. For one (1) month to one (1) years of service, eighty (80) Hours of annual vacation leave shall accrue at the rate of 3.08 hours per pay period.
 - b. From one (1) year to five (5) years of service, one hundred twenty (120) hours of annual vacation leave shall accrue at the rate of 4.62 hours per pay period.
 - c. For over five (5) years of service, one hundred sixty (160) hours of annual vacation leave shall accrue at the rate of 6.15 hours per pay period.
3. An employee who is separated from employment may be compensated for all accrued annual vacation leave.
4. All annual vacation leave requests should be submitted a reasonable time in advance of the desired time off to the Mayor, or designee. If an excessive (being the number of requests if granted that would render the department or organization ineffective) number of employees request annual vacation leave for the same time period, annual vacation leave shall be granted in order of application (first-come-first-served) at the discretion of the Mayor, or designee.
5. A workday is based on ten (10) hours. A vacation day is equivalent to the same.
6. Official annual vacation leave records will be maintained and kept current by posting at least annually by the Mayor, or designee.
7. Vacation usage will be reported by the Mayor, or designee, using attendance forms.

C. BEREAVEMENT LEAVE

1. The town will grant full-time employees up to 3 days (30 hours) of paid leave in the event of death of the employees spouse, child, parent, sibling, grandparent, grandchildren, mother-in-law, father-in-law, brother or sister in-law, son or daughter in-law, or another relative that has been living in the employee's residence. Employees may use vacation or compensatory time to supplement bereavement leave or to attend funerals of other family members. Requests for bereavement leave shall be made as soon as possible to the Mayor or designee.

D. HOLIDAY LEAVE.

- Full time employees receive to 134 paid holidays as follows:
 - One paid holiday per year is classified as a "Floating Holiday" and may be taken anytime during the year at the discretion of the employee with approval from the mayor or designee.
 - New Year's Day.....January 1st
 - Human Rights Day.....3rd Monday in January
 - President's Day.....3rd Monday in February

- Memorial Day.....Last Monday in May
- Independence Day.....July 4th
- Pioneer Day.....July 24th
- Labor Day.....1st Monday in September
- Columbus Day.....2nd Monday in October
- Veteran's DayNovember 11th
- Thanksgiving.....4th Thursday in November
- Christmas Eve.....December 24th
- New Years Eve.....December 31st
- Christmas Day.....December 25th
- If any of the above holidays fall on Friday or Saturday, then the preceding Thursday shall be the holiday. If any of the above holidays fall on Sunday, then the following Monday is the holiday.

●

∇. E. SICK LEAVE

1. Full-time employees are eligible for 30 hours of paid sick leave annually. Sick leave is credited at the beginning of each calendar year and must be used by December 31 of that same year. Unused sick leave does not roll over to the following year and cannot be accrued.
 - a. Sick leave may be utilized exclusively for illness or preventive care appointments for the employee or minor children belonging to the employee. If sick leave is to be used for preventive care the employee shall notify the employer in advance by filling out a time-off request form.
 - b. Any sick leave beyond the 30 hours will come from the employees accrued annual vacation leave.
 - c. Sick leave is not available for pay-out on termination or resignation.
 - d. The employee shall notify their supervisor as soon as possible when sick leave will be utilized.
 - e. Sick leave is not available to increase paid hours above 40 hours per week.

PASSED AND ADOPTED BY THE APPLE VALLEY COUNCIL

_____.

	AYE	NAY	ABSENT	ABSTAIN
Mayor Michael Farrar	_____	_____	_____	_____
Council Member Kevin Sair	_____	_____	_____	_____
Council Member Janet Prentice	_____	_____	_____	_____
Council Member Annie Spendlove	_____	_____	_____	_____
Council Member Scott Taylor	_____	_____	_____	_____

Attest

Presiding Officer

Jenna Vizcardo, Town Clerk, Apple Valley

Michael Farrar, Mayor, Apple Valley