

ORDINANCE NO. 4 of 2025

AN ORDINANCE ADOPTING UPDATED FEES AND FINES SCHEDULES TO COORDINATE WITH THE ADOPTION OF THE REVISED 2025 CODE BOOK

WHEREAS, the Town of Williamsburg has completed a comprehensive revision of its municipal code, hereafter referred to as the "Town of Williamsburg Code Book," to reflect changes in law, policy, and community needs; and

WHEREAS, it is necessary to adopt updated fees and fines schedules that correspond to the revised code sections, programs, permits, enforcement protocols, and administrative procedures as outlined in the 2025 Code Book; and

WHEREAS, the Board of Trustees finds that these updates are in the best interest of public health, safety, fiscal responsibility, and administrative clarity;

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF TRUSTEES OF THE TOWN OF WILLIAMSBURG, COLORADO, AS FOLLOWS:

SECTION 1. ADOPTION OF UPDATED FEES AND FINES SCHEDULES

The Town of Williamsburg hereby adopts the updated **Fees and Fines Schedules** as attached hereto as **Exhibit A**, which shall be incorporated by reference and made a part of this Ordinance and included as an Addendum to the Code Book.

These schedules correspond directly to the programs, services, violations, and enforcement mechanisms described in the 2025 Code Book.

SECTION 2. AUTHORITY AND IMPLEMENTATION

(a) The Administrative Staff and/or Code Enforcement Officer shall be authorized to implement and enforce the fees and fines as specified in Exhibit A, and to make administrative adjustments for clarity, formatting, or indexing purposes consistent with the intent of this Ordinance.

(b) All departments shall revise application forms, permits, notices, and related documents to reflect the updated fees and fines.

SECTION 3. CONFLICTS AND REPEALER All ordinances, resolutions, or provisions thereof in conflict with this Ordinance are hereby repealed to the extent of such conflict.

SECTION 4. SEVERABILITY If any section, subsection, paragraph, sentence, clause, or phrase of this Ordinance is declared unconstitutional or invalid for any reason, the remaining portions shall not be affected and shall remain in full force and effect.

SECTION 5. EFFECTIVE DATE This Ordinance shall take effect upon 30 days from its passage and posting as required by law.

ADOPTED by the Board of Trustees of Williamsburg, Colorado, on this 15th day of July 2025



Attest: Ashley Smith, Town Clerk
Town of Williamsburg



Joelina Espinoza, Mayor

ATTESTATION & CERTIFICATION

6/12/25 -Posted on website and public notice boards with 6/17/25 Board Agenda located at:

- Quincy and Iron Horse Road, Williamsburg, CO
- Wilmont Road and Smith Gulch Road, Williamsburg, CO
- 1 John Street, Williamsburg, CO

6/17/25 - Introduced, read & passed on first reading

7/15/25 - Passed and adopted on second reading

7/16/25 - Posted on website and Public Notice Boards located at:

- Quincy and Iron Horse Road, Williamsburg, CO
- Wilmont Road and Smith Gulch Road, Williamsburg, CO
- 1 John Street, Williamsburg, CO

8/15/25- Effective Date



Exhibit A

Administrative Fees

Action	Fee
Municipal Code Book Copies	\$75
Dog license tag replacement	\$4
Copies per page	\$.25
Transcript of meeting minutes/court proceedings	\$5 for email or \$20 for memory USB, plus \$.50/mile of travel required
Meeting Room Rental with or without kitchen	\$100 deposit non resident/resident (resident may receive a \$25 refundable upon a clean check out)
Research fee after first hour	\$15 per additional quarter hour
Record and file fee	\$25/trip plus expenses
OHV permit	\$25 per year

Building Permit Fees

Action	Fees
Residential Dwelling: Building cost is calculated at \$150/sq ft of living space	1% of calculated cost
Accessory Structure: Building cost calculated at \$50/sq ft Includes: Any sheds, decks, patio cover, awnings, patio enclosures, screen porches >120 sq ft Garages (attached or detached) Any home improvements costing >\$1,500	1% of calculated cost with \$75 minimum
Shipping containers used as accessory building	\$75
Variance Permit Fee	\$25

Code Enforcement Fines Table

Category	Violation	Code Reference	1st Offense	2nd Offense	3rd Offense	Succeeding Offenses (4 or More Violations)
Campers	Living in Camper more than 30 days	Sec. 7-25	\$300	\$300	\$300	\$300
Contempt	Contempt of the Court	Sec. 2-226, 1	\$300	\$300	\$300	\$300
Dog	Noisy	Sec. 7-107	\$150	\$150	\$150	\$150
Dog	At Large	Sec. 7-104, 1	Up to \$499	Up to \$499	Up to \$499	Up to \$499
Dog	Vicious	Sec. 7-107	\$300	\$300	\$300	\$300
Firearms	Discharge of Firearm in Town	Sec. 10-48	\$300	\$300	\$300	\$300
Junk	Junk/Rubbish	Sec. 7-21, 7-22	Up to \$499	Up to \$499	Up to \$499	Up to \$499
Livestock	At Large	Sec. 7-82	\$50 per animal	\$100 per animal	\$150 per animal	\$300 per animal
Manure	Not Removed	7-84, 3 & 4	\$100	\$100	\$100	\$100
OHV	No Permit	7-28, 3	\$300	\$300	\$300	\$300
Septic	Failure to Comply	7-27, 3	\$300	\$100 per day	\$100 per day	\$100 per day
Trespass	Public Property Private Property	10-13 10-16	\$300	\$300	\$300	\$300
Damage to Property	Vandalism	10-14, 2				
Weeds	Weeds	7-42	Up to \$499	Up to \$499	Up to \$499	Up to \$499

Court Fines

Action	Fine
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Appearance in Court upon a finding of guilty	\$100 per appearance
Legal fees for the Town	\$200 minimum or actual costs
Failure to comply with an agreement with the Town or a Court Order resulting in the Town cleaning up or removing the violation	All costs will be added to the owner's property tax

Water Fines and Rates

Action	Rate
Water Tap Fee	\$10,000 total • \$3,427.20 - Paid to Florence tap fee • \$1,200 - Williamsburg System Development Fund • \$25 - Application fee • \$5,348.00 - Water Fund investment
Water Rates	• \$.60/100 gallons • \$17.99 - Florence debt retirement • \$9.62 - Williamsburg debt retirement • \$19.00 - Administration Services • \$1.00 - Williamsburg System Development • \$2.65 - Florence Cost Comp
Turn water on after turned off for non-payment, during regular working hours	\$50 - First time \$75 - Second time \$75 - Third + time
Turn water on <i>after</i> regular work hours	\$100
Final Meter Read	\$50
Additional trip(s) to the property	\$25 each trip
Utility Late Fee	\$10 Flat Fee
Water Operator on site	\$50 per hour
Water parts	Town cost plus 20%

