



# BOARD of COMMISSIONERS

COUNTY OF CARBON • STATE OF MONTANA

Post Office Box 887  
Red Lodge, MT 59068

Phone: (406) 446-1595  
Fax: (406) 446-2640

## RESOLUTION 2022-20 ADOPT AMENDED FEE SCHEDULE

WHEREAS, Montana Law provides for the establishment of reasonable fees to defray the costs associated with development activity; and

WHEREAS, the County Commissioners believe that persons submitting development applications should pay for the costs associated with the review of said applications; and

WHEREAS, the Carbon County Sheriff has set Civil Process Fees to defray the costs of offering those services; and

WHEREAS, Carbon County has set fees Associated with Large Group Ordinance applications to defray the costs to the County of supporting Large Group Functions; and

WHEREAS, on February 3, 2022 the County Commissioners held a duly noticed public meeting on the proposed fee schedule for development activities in Carbon County.

NOW THEREFORE, in order to promote the public health, safety and general welfare of Carbon County, the Carbon County Commissioners hereby adopts the fees as set forth in Exhibit A attached hereto and incorporated herein for the purpose of defraying the costs associated with development activities and civil process services in the County.

Dated this 1<sup>st</sup> day of September, 2022.

Carbon County Commissioners

Scott C. Miller  
Commissioner Dist. #1

  
Scott Blain  
Commissioner Dist. #2

  
Bill E. Bullock  
Commissioner Dist. #3

ATTEST:

  
Macque Bohleen, Clerk and Recorder

**FEE SCHEDULE  
CARBON COUNTY  
P.O. Box 887, Red Lodge, Montana 59068  
(406) 446-1694 | Fax (406) 446-2640**

**PLANNING 406-896-6286**

Development Permit Group 1:	\$ 50.00	after the fact: \$100.00
Group 2:	\$150.00	after the fact: \$300.00
Conditional Use:	\$850.00	after the fact: \$1,700.00
Variance:	\$250.00	after the fact: \$500.00
Minor Subdivision:	\$800.00 plus \$100.00 per Lot	
Major Subdivision:	\$1500.00 plus \$100.00 per Lot	
Plat Review Fee (Final):	\$250.00 plus (*)	after the fact: \$500.00
Plat Review Fee (Amended):	\$250.00 plus (*)	after the fact: \$500.00
Plat Review Fee (Exempt COS):	\$200.00	after the fact: \$400.00
Subdivision Design Standard Variance:	\$100.00	after the fact: \$200.00
Subdivision Fire Inspection:	\$100.00 per Lot	after the fact: \$200.00

**WEED 406-962-3967**

Weed Inspection Fees:	\$150.00 1-10 acres
	\$300.00 11-50 acres
	\$450.00 51 acres and over
Weed Bond Fee:	\$100.00/acre/year for three years.
	<i>An additional \$25.00/acre for each acre where noxious weeds are present.</i>

*\* Plus fees - Consultant fee may include, engineering review of public improvements, examining land surveyor, legal review of other professional fees as required and certified mail required.*

**ENVIRONMENTAL HEALTH / SANITARIAN 406-446-1694**

Corrective Action Plan/Compliance Fee:	\$90.00
Cottage Food Operation Registration:	\$40.00
Food Establishment Plan Review:	See Attached
Sanitarian Review:	See Attached
Septic Permit Copy	\$5.00
Temporary Food Service Permit:	\$85 per year (1-2 Emp) \$115 per year (> 2 Emp)

**FLOODPLAIN 406-932-5470**

Floodplain Permit:	\$50.00	after the fact: \$100.00
Floodplain Permit Variance Application:	\$250.00	

*NOTE: All encroachments, road cut, and approach permit applications for commercial locations or installed by a commercial contractor, must include copy of contractor's liability and worker's compensation insurance with a minimum \$1,000,000 per occurrence coverage.*

**FEE SCHEDULE**  
**CARBON COUNTY**  
**P.O. Box 887, Red Lodge, Montana 59068**  
**(406) 446-1694 | Fax (406) 446-2640**

**ROAD 406-446-1595**

Approach Permit:	
Residential	\$100.00
Commercial	\$400.00
Encroachment Permit*:	\$100.00 minimum up to 100 ft, plus
Per ft outside road structure	\$0.10/ft
Per ft on road structure	\$0.50/ft
Bond may be required	equal to per foot amount
*Permit fees may be waived for road encroachments related to non-profit events	
Road Cut Permit:	\$100.00
Cattle Guard Installation/Maintenance	\$3,400.00 / \$200 per hour

**OTHER**

Burn Permit:	\$5.00 per year
Historical Evaluation:	\$75.00
Cell Tower and Subdivision Review	\$75.00 per hour with \$200.00 minimum
Large Group Events (subject to Ordinance)	See Attached
Rural Address Fee:	\$40.00
Sheriff Civil Fees	See Attached

**CARBON COUNTY ENVIRONMENTAL HEALTH**  
**17 West 11<sup>th</sup> St.**  
**PO Box 466**  
**Red Lodge, Montana 59068**  
**(406) 446-1694**

Environmental Health Services  
 Fee Schedule Effective Jan 6, 2014

DPHHS Licensed Establishments*	
License Fee (includes annual inspection)	Set by Montana Statute
Plan Review – new and remodel	See table below
Site evaluation	Up to 2 hours included in plan review
Pre-Opening Inspection	Included in plan review
Food Handler Training	\$ 10.00 per employee; \$ 100 for 15 employees
Compliance Inspection (for violations or complaints)	\$ 90.00

*\*Includes Retail and Wholesale Food, Public Accommodations, Trailer Courts and Campgrounds, Pools and Spas*

**\*Plan Review Fees for New and Remodeled Establishments**

<b>Retail and Wholesale Food</b>	
Pushcart	\$ 90
Small	\$ 180
Large	\$ 250
Multiple endorsements, liquor, catering, etc	\$ 75 per endorsement
Minor remodel, change of ownership	\$ 90
Manufacturing, small	\$ 180
Manufacturing, large	\$ 250
<b>Pools and Spas</b>	
Plan reviews are conducted by Montana DPHHS	Set by DPHHS
<b>Public Accommodations</b>	
< 10 rooms	\$ 150
10-25 rooms	\$ 250
> 25 rooms	\$ 350
<b>Trailer Courts/ Campgrounds</b>	
< 10 spaces	\$ 150
10-25 spaces	\$ 250
> 25 spaces	\$ 350
<b>Body Art</b>	
Plan Review – ears only	\$ 75
Plan Review – full service	\$ 150

**CARBON COUNTY ENVIRONMENTAL HEALTH**  
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**ON-SITE WASTEWATER (SEPTIC) REVIEW FEE SCHEDULE**

*Revised September 1, 2022*

PROJECT NAME :

CC#

**TYPE OF LOTS**

	Unit	Unit Cost	Number of Units	Total (unit cost x number of units)
Subdivision Lot/Parcel	lot or parcel	\$160		
Condo Unit – Trailer Court – RV Campground	unit / space	\$60		

**TYPE OF WASTEWATER SYSTEM**

Existing systems	unit	\$90		
New gravity fed system	drainfield	\$120		
New dosed systems, elevated sand mound, ET systems, intermittent sand filter, ETA system, recirculating sand filter, recirculating trickling filter, aerobic treatment unit, nutrient removal, and whole house subsurface drip irrigation	design	\$240		
	drainfield	\$60		
New multiple user wastewater system (non-public)	unit		Per Type Above	
connection to system	lot/living unit	\$90		

**OTHER**

Board of Health Variance	request	\$250		
Variance Inspection Fee	inspection	\$150		
Non-degradation review – non-significance determinations				
individual/shared	drainfield	\$70		
multiple-user	lot/structure	\$40		
Gray water reuse systems. This is a stand-alone fee and all gray water reuse systems will be reviewed at the unit cost.	unit	\$120		
Septic Permit Extension Fee		\$100		
Montana DEQ Certificate of Subdivision Approval (COSA) Application Review Fee	application	\$300		

CARBON COUNTY CONSTRUCTION AUTHORIZATION, SEPTIC SYSTEM INSPECTION, AND OPERATING PERMIT (Applies to all applications, including Replacement systems)		\$200		
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<b>TOTAL REVIEW FEE</b>				
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**CARBON COUNTY ADMINISTRATION**  
**17 West 11<sup>th</sup> St.,**  
**PO Box 887**  
**Red Lodge, Montana 59068**  
**(406) 446-1595**

**Large Group Ordinance Applications**

Application Fee:     \$500 Minimum  
                           \$1,500 Maximum  
                           \$100 per five hundred (500) people without alcohol  
                           \$150 per five hundred (500) people with alcohol

Weed Inspection Fee: \$250

Sheriff Additional Staff: \$30/hr per additional deputy or dispatcher required

**CARBON COUNTY SHERIFF**  
**102 N. Broadway**  
**PO Box 230**  
**Red Lodge, Montana 59068**  
**(406) 446-1595**



**CARBON COUNTY SHERIFF**

*Josh McCulligan, Sheriff / Coroner*  
*Jeff Schraatz, Undersheriff*

102 Broadway Ave N / P.O. Box 230  
 Red Lodge, Montana 59068  
 (406) 446-1234 Fax (406) 446-1237

**Civil Process Fees**

Summons & Complaint	\$65 Per Person PLUS
Subpoena	\$25 Processing Fee
Small Claims	
Court Order – Notice, Rule, Letter, Etc	

**WRITS –**

Writ of Execution	
Writ of Assistance	
Writ of Possession	\$100 plus advertising storage fees, etc.

**Agister's Lien**

**SHERIFF'S SALE**

\$100 for accepting claim  
 (Plus other actual expenses)

\$120 for actual sale

**FEES ARE NON-REFUNDABLE FOR NOT FOUND RETURN OR RETURNING DOCUMENT AT THE REQUEST OF THE PLAINTIFF OR PLAINTIFF'S ATTORNEY AFTER PROCESSING WITHOUT SERVICE, CANCELLATION, OR POSTPONEMENT OF SHERIFF'S SALE.**

**MISCELLANEOUS FEES**

Fingerprints	\$10 per Card
Catering Permits	\$35
NSF Checks	\$50
Request for Copies / Reports	\$5 (up to 4 pages; additional pages \$0.50 each)

**CARBON COUNTY SHERIFF**  
102 N. Broadway  
PO Box 230  
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(406) 446-1595



**CARBON COUNTY SHERIFF**

Josh McCullough, Sheriff / Coroner  
Jeff Schmitt, Under Sheriff

102 Broadway Ave NE, P.O. Box 230  
Red Lodge, Montana 59068  
(406) 446-1234 Fax (406) 446-1239

**REQUEST FOR COPIES**

Please fill out this form to obtain a copy of a law enforcement report. There is a non-refundable charge of \$5 to provide the search and up to four (4) pages; additional pages are \$.50 each. \$5 needs to be included with this form. If there are additional fees, you will be advised. If the requested report is considered confidential in nature, it requires a different type of request, procedure, cost, and longer waiting period. If you are not sure, please ask!

**ONLY COMPLAINANT/VICTIM OR AN AUTHORIZED REPRESENTATIVE IS ENTITLED TO RECEIVE COPIES. REPRESENTATIVE MUST INCLUDE COPY OF SIGNED WAIVER OR RELEASE FROM CLIENT.**

TODAY'S DATE: \_\_\_\_\_ NAME: \_\_\_\_\_

RELATIONSHIP (VICTIM/COMPLAINANT, INSURANCE AGENT, ATTORNEY, ETC.): \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

HOME PHONE: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

**INCIDENT: (check one)** \_\_\_\_\_ **CASE NUMBER** \_\_\_\_\_  
     Accident                       Damaged property  
     Theft                                 Other (Explain) \_\_\_\_\_

REPORTED BY: \_\_\_\_\_

DATE REPORTED: \_\_\_\_\_

LOCATION OF INCIDENT: \_\_\_\_\_

HAVE YOU APPEARED BEFORE A JUDGE REGARDING THIS INCIDENT OR OFFENSE:  YES  NO

Check one:  Please mail to address above.  
                   Please email to \_\_\_\_\_  
                   Please fax to \_\_\_\_\_

Records Custodian: \_\_\_\_\_ Release Date: \_\_\_\_\_

(Paid cash) \_\_\_\_\_ (check) \_\_\_\_\_