

RESOLUTION NO. 1393 (2019)

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BOTHELL, WASHINGTON, ESTABLISHING THE 2020 FEE SCHEDULE AND SUPERCEDING RESOLUTION NO. 1383 (2018).

WHEREAS, the City Council finds that the following fee schedule sets forth fees that are reasonable and necessary for the year 2020.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF BOTHELL, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. Effective January 1, 2020, the schedule of fees set forth herein is hereby adopted, superceding the 2019 Fee Schedule as originally adopted:

	<u>2019 Fee</u>	<u>2020 Fee</u>
PUBLIC RECORDS		
1. Inspection of records	No Fee	No Fee
2. Records - printed	\$0.15/page	\$0.15/page
3. Records - scanned into electronic format	\$0.10/page	\$0.10/page
4. Records provided by electronic delivery	\$0.05 for 4 files	\$0.05 for 4 files
5. Electronic records transmission	\$0.10/gigabyte	\$0.10/gigabyte
6. Storage media, postage/delivery charges, envelopes	Actual Cost	Actual Cost
7. Scanning and placing documents onto CD/DVD	\$2.65	\$2.65
8. Police audio/video on CD/DVD	\$5.00	\$5.00
CITY CLERK DIVISION		
1. Cemetery charges and fees		
Costs are estimates only. Deposit required prior to service. Exact costs will be calculated at conclusion and invoice (or refund) issued. 72 hours notice required.		
Interment/memorial fees		
Full-size burial	1,165.00	<u>1,170.00</u>
Casket liner/grave box/vault	55.00	<u>56.00</u>
(Required for full-size burial. Concrete vaults available upon request.)		
Urn burial - small	483.00	<u>488.00</u>
Urn burial - large	538.00	<u>543.00</u>
Urn liner	22.00	<u>22.00</u>
Memorial settings:		
Single flush marker	383.00	<u>394.00</u>
Double flush marker	406.00	<u>417.00</u>
Upright marker (2 or more pieces)	593.00	<u>604.00</u>
Optional/additional fees		
Canopy and chairs	95.00	<u>101.00</u>
Sump pump usage (if needed)	85.00	<u>87.00</u>
Burials on Sunday or City holiday (if required by King County Health Dept)	\$207 + tax	<u>\$228 + tax</u>
Wet season work (if required)	207.00	<u>228.00</u>

	<u>2019 Fee</u>	<u>2020 Fee</u>
2. Special events permits:		
a. Small event (one round of review) (100-200 participants or race)	300.00	See Parks & Recreation section
b. Large event (one round of review) (200+ participants or parade of any size)	675.00	
c. Additional review	200.00	
Full recovery of costs incurred on day of event will also be charged.		

FINANCE DEPARTMENT

1. Non-sufficient funds (NSF) check handling fee	43.00	<u>44.00</u>
2. Animal license fees		
a. Altered dog or cat annual license	30.00	30.00
b. Unaltered dog or cat annual license	60.00	60.00
c. Senior (65 & over) life of altered pet	Initial fee \$15 Renewal fee \$0	Initial fee \$15 Renewal fee \$0
d. Service animal, altered pets only (with statement owner is disabled & animal is used as service animal)	0.00	0.00
e. Replacement tag	5.00	5.00
f. Transfer fee	3.00	3.00
g. Late fee	15.00	15.00
h. Juvenile animal license (8 wks - 6 mos)	15.00	15.00
i. Dangerous dog registration fee	250.00	250.00
j. Hobby kennel/cattery - application fee	100.00	100.00

POLICE DEPARTMENT

1. Fingerprinting		
a. First card - residents	15.00	15.00
b. Each additional card - residents	5.00	5.00
c. First card - nonresidents	20.00	20.00
d. Each additional card - nonresidents	10.00	10.00
2. Case reports or miscellaneous reports	\$0.15/page	<u>\$0.15/page</u>
3. Accident reports	\$0.15/page	<u>\$0.15/page</u>
4. False alarms		
a. First response	No Charge	No Charge
b. Second response within six months of first alarm	50.00	50.00
c. Third response within six months of first response	75.00	75.00
d. Fourth or higher response within six months of first response	100.00	100.00
5. Concealed pistol license		
a. Original	As set by WA State DOL	As set by WA State DOL
b. Renewal	As set by WA State DOL	As set by WA State DOL

	<u>2019 Fee</u>	<u>2020 Fee</u>
c. Late renewal	As set by WA State DOL	As set by WA State DOL
d. Replacements	As set by WA State DOL	As set by WA State DOL
6. Clearance letter (notarized)	10.00	10.00
7. Animal control fees		
a. Shelter intake fee (includes all vaccines for dogs/cats and up to 10 days of holding/kennel)	185.00	<u>195.00</u>
b. Daily holding/kennel fee	25.00	<u>35.00</u>
c. Emergency veterinary care	Actual Cost	Actual Cost
d. Euthanasia and animal disposal	Actual Cost	Actual Cost
e. Hearing examiner costs associated with unsuccessful appeal of dangerous dog declaration	Actual Cost	Actual Cost
8. Block party permit fee	30.00	30.00

FIRE DEPARTMENT

1. Bothell Municipal Code Fire Fees		
Failure to perform fire watch	405.00	<u>412.00</u>
IFC Section 109.4 violation (per day)	250.00	<u>255.00</u>
False alarms		
a. First non-exempt preventable alarm	166.00	<u>169.00</u>
b. Subsequent non-exempt preventable alarm	209.00	<u>213.00</u>
Fireworks		
a. Retail seller permit	100.00	100.00
Plus cash bond	100.00	100.00
b. Public display permit	100.00	100.00
Plus cash bond	100.00	100.00
2. Development Review Fees		
Building plan review fee, per square foot of gross building floor area	0.08	<u>0.09</u>
Gate/barricade across fire access road	405.00	<u>419.00</u>
Land use reviews (Fire land-use review being added to Development Review fee structure, with associated billable hourly rates)		
5 acres or less	Hourly rate - See Dev Review Fee	Hourly rate - See Dev Review Fee
Over 5 acres		
Hazardous Materials Review	Peer review fee	Peer review fee
3. IFC Operational Permits 105.6.1 - 46		
Aerosol products	234.00	<u>242.00</u>
Amusement buildings	190.00	<u>197.00</u>
Aviation facilities	227.00	<u>235.00</u>
Carbon dioxide for beverage dispensing	120.00	<u>124.00</u>

	<u>2019 Fee</u>	<u>2020 Fee</u>
Carnivals and fairs:		
Commercial	336.00	<u>348.00</u>
Non-profit	167.00	<u>173.00</u>
Cellulose nitrate film	131.00	<u>136.00</u>
Combustible fibers	131.00	<u>136.00</u>
Compressed gases	166.00	<u>172.00</u>
Covered mall buildings	227.00	<u>235.00</u>
Cryogenic fluids	166.00	<u>172.00</u>
Cutting and welding	190.00	<u>197.00</u>
Distributed antenna system	190.00	<u>197.00</u>
Dry cleaning plants	166.00	<u>172.00</u>
Dust producing operations	190.00	<u>197.00</u>
Exhibits and trade shows	190.00	<u>197.00</u>
Explosives	336.00	<u>348.00</u>
Fire hydrants and valves	190.00	<u>197.00</u>
Flammable and combustible liquids	330.00	<u>341.00</u>
Floor finishing	190.00	<u>197.00</u>
Fruit and crop ripening	227.00	<u>235.00</u>
Fumigation or thermal insecticidal fogging	227.00	<u>235.00</u>
Hazardous materials	488.00	<u>505.00</u>
Hazardous production materials	190.00	<u>197.00</u>
High-piled storage	419.00	<u>433.00</u>
Hot work operations	190.00	<u>197.00</u>
Industrial ovens	166.00	<u>172.00</u>
Liquid/gas fueled vehicles/equipment in assembly building	131.00	<u>136.00</u>
Liquified petroleum gases	166.00	<u>172.00</u>
Lumber yards and woodworking plants	152.00	<u>158.00</u>
Magnesium	166.00	<u>172.00</u>
Miscellaneous combustible storage	131.00	<u>136.00</u>
Open flames and candles	102.00	<u>106.00</u>
Open flames and torches	190.00	<u>197.00</u>
Organic coatings	227.00	<u>235.00</u>
Places of assembly - Non-Profit	194.00	<u>201.00</u>
Places of assembly - Commercial	227.00	<u>235.00</u>
Positive alarm sequence fire alarm	190.00	<u>197.00</u>
Private fire hydrants	190.00	<u>197.00</u>
Pyrotechnical special effects material	301.00	<u>311.00</u>
Pyroxlin plastics	190.00	<u>197.00</u>
Refrigeration equipment	227.00	<u>235.00</u>
Repair garages and motor fuel-dispensing facilities	152.00	<u>158.00</u>
Rooftop heliports	190.00	<u>197.00</u>
Solar photovoltaic power systems	175.00	<u>181.00</u>
Spraying or dipping	227.00	<u>235.00</u>
Temporary membrane structures and tents:		
a. Commercial	194.00	<u>201.00</u>
b. Non-profit	166.00	<u>172.00</u>
Tires: Rebuilding plants, storage of scrap and by-products	219.00	<u>227.00</u>
Waste handling	190.00	<u>197.00</u>
Wood products	190.00	<u>197.00</u>

2019 Fee**2020 Fee****4. IFC Construction Permits 105.7.1 - 14***

*For all permits, plan reviews, revisions, reinspection fees and other inspections, a 5% Technology surcharge fee is applied to the total fee for services.

Automatic Fire Protection Systems

Automatic fire-extinguishing systems. Fire sprinkler NFPA 13, 13D, and 13R.

a. New commercial buildings NFPA 13, fee per riser (plus \$1.00 per sprinkler head)	1-100 heads: \$613 + \$1/head 101+ heads: \$918 + \$1/head	1-100 heads: \$634 + \$1/head 101+ heads: \$949 + \$1/head
b. Commercial tenant improvements NFPA 13, fee per riser (plus \$1.00 per sprinkler head)	1-100 heads: \$613 + \$1/head 101+ heads: \$918 + \$1/head	1-100 heads: \$634 + \$1/head 101+ heads: \$949 + \$1/head
c. Single and multi-family residential NDPA 13D and 13R	\$497 + \$1.50/head	\$514 + \$1.50/head
d. Underground fire sprinkler supply line	600.00	620.00
e. Commercial kitchen hood and duct systems	350.00	362.00
f. VESDA/FM-200 fire suppression systems	769.00	795.00
g. New mixed-use buildings NFPA 13, fee per riser (plus \$1.00 per sprinkler head)	1-100 heads: \$613 + \$1/head 101+ heads: \$918 + \$1/head	1-100 heads: \$634 + \$1/head 101+ heads: \$949 + \$1/head
Battery systems	233.00	241.00
Compressed gases	366.00	379.00
Cryogenic fluids	366.00	379.00
Smoke control systems	770.00	796.00

Automatic Fire Detection Systems

Fire alarm/detection systems and related equipment.

NFPA 10 fire alarm and signaling systems.

a. Fire alarm panels, 1-4 zones, plus \$1.50/device	769.00	795.00
b. Fire alarm panels, 5 or more zones, plus \$1.50/device	1,038.00	1,073.00
c. Addressable control panels, plus \$1.00/device	769.00	795.00
d. Fire alarm transmission devices	233.00	241.00

Other Systems

Industrial ovens	322.00	333.00
Liquified petroleum gas	322.00	333.00
Private fire hydrants	233.00	241.00
Spraying and dipping	501.00	518.00
Standpipe systems	412.00	426.00
Distributed antenna system	412.00	426.00
Fire pumps and related equipment	233.00	241.00
Flammable and combustible liquids storage and transport		
Level 1: Less than 1000 gallon capacity	233.00	241.00
Level 2: 1000+ gallon capacity	501.00	518.00

	<u>2019 Fee</u>	<u>2020 Fee</u>
Hazardous Materials Processing Systems	Peer review fee	Peer review fee
Temporary membrane structures and tents:		
a. Commercial	277.00	<u>287.00</u>
b. Non-profit	277.00	<u>287.00</u>
5. Inspection Fees		
After-hours inspections (billed half-hourly)	Hourly rate - See Dev Review Fee	Hourly rate - See Dev Review Fee
Stop Work Order Fee	94.00	<u>98.00</u>
Inspection fees - phase project inspection fee	142.00	<u>147.00</u>
Fire Code construction permit re-inspection fee. (Billed for each inspection occurrence after primary inspection and first re-inspection.)	142.00	<u>147.00</u>
6. Response Operations Section Fees		
Fees for Non-Public Records Act Requests		
Fire incident/investigation reports	15.00	15.00
Medical incident reports	15.00	15.00
EMS transport fee	675.00 or Medicare Allowable Rate	675.00 or Medicare Allowable Rate
Transport mileage fee	17.00 per mile	17.00 per mile
Motor Vehicle Collision (MVC) and Vehicle Fire recovery fees		
Level One Response	498.00	<u>507.00</u>
Level Two Response	629.00	<u>640.00</u>
Level Three Response	799.00	<u>813.00</u>
Level Four Response	1,499.00	<u>1,525.00</u>
7. CRR - Public Education Fees		
CPR class fees		
Organizations requesting required CPR training. Class size limited to 8.		
a. Adult and child CPR w/AED	354.00	354.00
b. Healthcare provider CPR	354.00	354.00
c. First aid	354.00	354.00
CPR class fees		
Scheduled classes open to all individuals for enrollment. (Resident charge applies to all Snohomish County District 10 residents)		
a. Adult, child, & infant CPR/AED - Resident	50.00	50.00
b. Adult, child, & infant CPR/AED - Nonresident	61.00	61.00
c. First aid - Resident	50.00	50.00
d. First aid - Nonresident	61.00	61.00

	<u>2019 Fee</u>	<u>2020 Fee</u>
Public Education safety classes		
a. Mock impaired driving demonstration	800.00	800.00
b. CERT (Community Emergency Response Team)	No charge	No charge
Scheduled classes open to individuals for enrollment.		
c. Search & Rescue	Contract dependent	Contract dependent
d. Triage	Contract dependent	Contract dependent
e. ICS/NIMS	Contract dependent	Contract dependent
f. Other safety classes	Contract dependent	Contract dependent
 Bicycle Helmets (per helmet fee)	 10.00	 10.00

COMMUNITY DEVELOPMENT

ROOM RENTALS

1. <u>City Hall room rentals (per hour)</u>		
<u>Council Chambers</u>		
<u>a. Residents & non-profit organizations</u>		<u>43.00</u>
<u>b. Non-Residents & for-profit organizations</u>		<u>53.00</u>
<u>Room 107/108</u>		
<u>a. Residents & non-profit organizations</u>		<u>No Charge</u>
<u>b. Non-Residents & for-profit organizations</u>		<u>33.00</u>
2. <u>Damage deposit for no charge and fee rentals (refundable)</u>		<u>100.00</u>
3. <u>After-hours rentals (non-profits/City partners only): Room rates as listed above, plus actual security costs, plus facility attendant.</u>		

See Parks & Recreation section

PLANNING

1. Administrative final plat	4,887.00	<u>4,971.00</u>
2. ADU	741.00	<u>754.00</u>
3. Annexation - Type V	Hourly	Hourly
4. Appeals	1,633.00	<u>1,661.00</u>
5. Bothell Municipal Code amendments	Hourly	Hourly
6. Boundary line adjustment - Type I	937.00	<u>953.00</u>
7. Comprehensive plan amendments (property specific)	Hourly	Hourly
8. Conditional use - Type III	6,457.00	<u>6,567.00</u>
9. Critical areas alteration - Type II	3,494.00	<u>3,554.00</u>
10. Demolition fee - accessory structure	136.00	<u>n/a</u>
10. Demolition fee - historic structure	Hourly	Hourly
12. Demolition fee - main structure	333.00	<u>n/a</u>
13. Demolition - historic inventory	Hourly	<u>n/a</u>
11. Director's interpretation	2,753.00	<u>2,800.00</u>
12. Final plat	5,810.00	<u>5,909.00</u>
13. Final plat - additional per lot (after 5)	355.00	<u>362.00</u>

	<u>2019 Fee</u>	<u>2020 Fee</u>
<u>14.</u> Final short plat	3,757.00	<u>3,821.00</u>
<u>15.</u> First pre-application meeting (for actions initiated by single-family homeowners)	726.00	<u>739.00</u>
<u>16.</u> First pre-application meeting	1,601.00	<u>1,629.00</u>
All subsequent pre-application meetings, project review, and any additional staff time spent on processing a development applicant's proposal prior to and following submittal of a formal land use or building permit application shall be billed monthly at the applicable staff hourly rate, including benefits and overhead.		
<u>17.</u> First-time <u>Major</u> tenant improvements	226.00	<u>230.00</u>
<u>18.</u> <u>Multi-family plan review (each building)</u>	n/a	<u>334.00</u>
<u>19.</u> Personal wireless—Type I <u>Wireless Communication</u>	1,106.00	<u>1,125.00</u>
<u>20.</u> Personal wireless—Type II <u>Small Wireless Facilities</u>	1,794.00	<u>Hourly</u>
<u>21.</u> Planned unit development - final without plat	2,231.00	<u>2,269.00</u>
<u>22.</u> Planned unit development - preliminary without plat	7,117.00	<u>7,238.00</u>
<u>23.</u> Preliminary plat	13,206.00	<u>13,431.00</u>
<u>24.</u> Preliminary plat - additional per lot (after 5)	538.00	<u>548.00</u>
<u>25.</u> Preliminary short plat	7,096.00	<u>7,217.00</u>
<u>26.</u> PUD - major mod	4,526.00	<u>4,603.00</u>
<u>27.</u> PUD - minor mod	741.00	<u>754.00</u>
<u>28.</u> Request for extension of construction noise hours	169.00	<u>172.00</u>
<u>29.</u> SEPA	992.00	<u>1,009.00</u>
<u>30.</u> Shoreline conditional use	7,277.00	<u>7,401.00</u>
<u>31.</u> Shoreline substantial development	7,116.00	<u>7,237.00</u>
<u>32.</u> Shoreline exemption	1,773.00	<u>1,804.00</u>
<u>33.</u> Shoreline variance	7,277.00	<u>7,401.00</u>
<u>34.</u> Sign permits <u>land use review</u> –first sign	645.00	<u>233.00</u>
<u>37.</u> Sign permits—additional	488.00	n/a
<u>35.</u> Single family planning review	164.00	<u>167.00</u>
<u>36.</u> Site plan review	8,300.00	<u>8,442.00</u>
<u>Additional charge for Downtown Special Review Area</u>	n/a	<u>Hourly</u>
<u>37.</u> Site rezone application fee	Hourly	<u>Hourly</u>
An applicant shall pay for all work done by, or on behalf of, the City in connection with the processing and review of the application, including public hearing presentations and hearing body findings, conclusions and decisions. The applicant shall be invoiced for actual costs by the Community Development and Public Works staff to provide for reimbursement of municipal employee time. The charges will be based on the applicable staff hourly rate of the employee performing the review, including benefits and overhead. At the request of the applicant, overtime may be authorized for plan review and/or inspections performed outside of normal working hour and will be charged at the applicable staff overtime hourly rate, including benefits and overhead. Payments shall be paid to the City upon demand. Maintenance bonds will not be released until all fees are paid in full. The applicant shall be responsible for the cost of legal counsel review, hearing examiner review, all recording fees associated with final plats, binding site plans and all other development documents requiring recording, consultants, and any additional required studies, and for reimbursement of municipal employee time.		
<u>38.</u> Sub - major mod	4,526.00	<u>4,603.00</u>
<u>39.</u> Sub - minor mod	741.00	<u>754.00</u>
<u>40.</u> Sub - vacate	4,526.00	<u>4,603.00</u>
<u>41.</u> Transitory accomodation review	2,805.00	<u>2,853.00</u>

<u>42.</u> Variance –Type III	2019 Fee	2020 Fee
	3,837.00	<u>3,903.00</u>
<u>43.</u> Zoning confirmation letter	226.00	<u>230.00</u>

BUSINESS LICENSES

1. Business license fee (total of a, b, and c)

a. Number of employees:

0-2	31.00	<u>32.00</u>
3-10	80.00	<u>82.00</u>
11-25	167.00	<u>170.00</u>
26-50	359.00	<u>366.00</u>
51-75	540.00	<u>550.00</u>
76-100	721.00	<u>734.00</u>
100+	721.00	<u>734.00</u>
Additional fee for each employee over 100	13.00	<u>14.00</u>
Transfer to new location	31.00	<u>32.00</u>
Transfer to new owner	31.00	<u>32.00</u>
Duplicate License	10.00	<u>11.00</u>

b. Type of business:

<u>Home occupation business</u>	<u>41.00</u>	<u>42.00</u>
Contractors	41.00	<u>42.00</u>
Public assembly	78.00	<u>80.00</u>
Educational	78.00	<u>80.00</u>
Institutional	78.00	<u>80.00</u>
Residential	59.00	<u>61.00</u>
Store, office	41.00	<u>42.00</u>
Basic industry/utility	96.00	<u>98.00</u>
Manufacturing	96.00	<u>98.00</u>
Storage	78.00	<u>80.00</u>
Special properties	78.00	<u>80.00</u>
Apartments	300.00	<u>306.00</u>

c. Occupancy size for businesses (square feet)

Less than 3,000	0.00	<u>0.00</u>
3,001-5,000	61.00	<u>63.00</u>
5,001-10,000	94.00	<u>96.00</u>
10,001-15,000	1,464.00	<u>1,489.00</u>
15,001-17,000	2,014.00	<u>2,049.00</u>
17,001-20,000	2,260.00	<u>2,299.00</u>
20,001-50,000	2,727.00	<u>2,774.00</u>
Greater than 50,000	4,738.00	<u>4,819.00</u>

d. Occupancy size for apartment buildings (square feet)

Less than 3,000	0.00	<u>0.00</u>
3,001-5,000	61.00	<u>63.00</u>
5,001-10,000	94.00	<u>96.00</u>
10,001-15,000	1,464.00	<u>1,489.00</u>
15,001-17,000	2,014.00	<u>2,049.00</u>
17,001-20,000	2,260.00	<u>2,299.00</u>
20,001-50,000	2,727.00	<u>2,774.00</u>
Greater than 50,000	3,159.00	<u>3,213.00</u>

	<u>2019 Fee</u>	<u>2020 Fee</u>
2. Adult entertainment facilities		
a. Adult entertainment facility license, per year, plus business license fee	3,302.00	<u>3,359.00</u>
b. Manager license, per year	828.00	<u>843.00</u>
c. Entertainer license, per year	828.00	<u>843.00</u>
3. Public/teen dance, per year	549.00	<u>559.00</u>
4. Amusement game device, per game, per year	51.00	<u>52.00</u>
5. Pawnbrokers, per year	186.00	<u>190.00</u>
6. Secondhand dealers, per year	51.00	<u>52.00</u>
7. Family day care homes, per year	21.00	<u>22.00</u>

BUILDING/CODE ENFORCEMENT

Table 20.02.155 B - OTHER FEES (Building, Plumbing, and Mechanical Permits)^{2,3}

1. Inspections outside of normal business hours (per hour) ⁴	163.00	<u>166.00</u>
2. Reinspection fee ^{3,4}	163.00	<u>166.00</u>
3. Inspection for which no fee is specifically indicated (per hour) ⁴	163.00	<u>166.00</u>
4. Additional plan review required by changes, additions, and/or revisions (per hour) ²	163.00	<u>166.00</u>
5. Re-roof (single family residence) ⁴	125.00	<u>128.00</u>
6. Use of outside consultants for plan checking or inspections: Actual costs ^{1,4}	Hourly	Hourly
7. Mobile home replacement/installation ⁴	291.00	<u>291.00</u>
8. Moved building (pre-move inspection) ⁴	259.00	<u>264.00</u>

¹Actual costs include fees for consultant services, plus administrative and overhead costs.

²Plan review fee is equal to 65% of the permit fee. It includes the initial plan review and two re-reviews. Any subsequent reviews after the third review will result in a \$163/hour an hourly charge for additional review services.

³For all permits, plan reviews, revisions, reinspection fees, and other inspections, a 5% Technology surcharge is applied to the total fee for services.

⁴Inspection services include one initial inspection for each type of inspection and/or area to be inspected (if inspected in phases/sections), and one reinspection to address items requiring correction during the initial inspection. If items are not completed at the reinspection, the inspector may issue a reinspection fee for any subsequent inspections necessary to address the remaining items. The inspector may also issue a reinspection fee if a project has requested an inspection and is not ready at the time of inspection. In instances where reinspection fees have been assessed, no additional inspection of the work shall be provided by the City until the required fees are paid.

2019 Fee

Plumbing and Mechanical Permit Fees (Multi-Family, Mixed-Use, and Non-Residential)

2020 Fee

1. Permit fee - see valuation table below to determine plumbing and/or mechanical permit fee due at issuance.
2. Plan review fee - when plans are required to be submitted for review, a plan review fee equal to 40% of the plumbing and/or mechanical permit fee shall be paid at the time of submittal.
3. Technology fee - a 5% fee will be added for all permit and plan review related services.
4. Miscellaneous inspection and other fees - see table under Building Permit Fees.

The valuation table below applies to all multi-family, mixed-use, and non-residential plumbing and mechanical permits, unless otherwise noted. Fees listed are in addition to plan review, Washington state surcharges, 5% technology fee, and any other applicable stop work order/special investigation fees.

Total Valuation

\$0 - \$1,000*

Up to \$1,000	68.00	<u>70.00</u>
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\$1,001 - \$2,000*

For the first \$1,000	71.00	<u>73.00</u>
Per additional \$100 or portion, up to \$2,000	6.00	<u>7.00</u>

\$2,001 - \$25,000*

For the first \$2,000	130.00	<u>133.00</u>
Per additional \$1,000 or portion, up to \$25,000	20.00	<u>21.00</u>

\$25,001 - \$50,000*

For the first \$25,000	534.00	<u>544.00</u>
Per additional \$1,000 or portion, up to \$50,000	15.00	<u>16.00</u>

\$50,001 - \$100,000*

For the first \$50,000	845.00	<u>860.00</u>
Per additional \$1,000 or portion, up to \$100,000	14.00	<u>15.00</u>

\$100,001 - \$500,000*

For the first \$100,000	1,321.00	<u>1,344.00</u>
Per additional \$1,000 or portion, up to \$500,000	12.00	<u>13.00</u>

\$500,001 - \$1,000,000*

For the first \$500,000	4,326.00	<u>4,400.00</u>
Per additional \$1,000 or portion, up to \$1,000,000	8.00	<u>9.00</u>

\$1,000,001 - \$5,000,000*

For the first \$1,000,000	7,563.00	<u>7,692.00</u>
Per additional \$1,000 or portion, up to \$5,000,000	6.00	<u>7.00</u>

\$5,000,001 and up*

For the first \$5,000,000	23,958.00	<u>24,366.00</u>
Per additional \$1,000	5.00	<u>6.00</u>

*For multi-level buildings over 2 stories, add \$30/unit for each dwelling unit above the 2nd story (does not include townhouses and detached single family units on one lot, which are charged using the percentage of building permit fee for new single family construction).

2019 Fee **2020 Fee**

Residential Plumbing and Mechanical (New Construction): 8% of Building Permit Fee

Residential Mechanical Fees - Alterations/Additions/Replacements

Base permit fee	57.00	<u>58.00</u>
Gas piping (per outlet)	11.00	<u>12.00</u>
Hydronic piping (per outlet)	11.00	<u>12.00</u>
Gas water heaters (per fixture)	21.00	<u>22.00</u>
Solid fuel burning appliances - wood/pellet stoves/inserts (per fixture)	32.00	<u>33.00</u>
Gas log inserts (per fixture)	21.00	<u>22.00</u>
Heating equipment - including ductwork (per fixture)	32.00	<u>33.00</u>
Vent/exhaust fans (per fixture)	21.00	<u>22.00</u>
Ventilation systems - not part of heating or A/C systems (per fixture)	21.00	<u>22.00</u>
Ductwork system remodels (per zone)	21.00	<u>22.00</u>
Compressors, air conditioners, & heat pumps (per fixture)	32.00	<u>33.00</u>
Other (per item)	21.00	<u>22.00</u>

Residential Plumbing Fees - Alterations/Additions/Replacements

Base permit fee	57.00	<u>58.00</u>
Backflow preventers & vacuum breakers (per fixture)	16.00	<u>17.00</u>
Kitchen sinks (per fixture)	16.00	<u>17.00</u>
Dishwashers (per fixture)	16.00	<u>17.00</u>
Electric water heaters (per fixture)	16.00	<u>17.00</u>
Clothes washers (per fixture)	16.00	<u>17.00</u>
Lavatories/bathroom sinks (per fixture)	16.00	<u>17.00</u>
Water closets/toilets (per fixture)	16.00	<u>17.00</u>
Bathtubs (per fixture)	16.00	<u>17.00</u>
Showers/valve replacements (per fixture)	16.00	<u>17.00</u>
Floor drains (per fixture)	16.00	<u>17.00</u>
Water softeners (per fixture)	16.00	<u>17.00</u>
Sewage ejectors (per fixture)	16.00	<u>17.00</u>
Laundry trays & utility sinks (per fixture)	16.00	<u>17.00</u>
Bar sinks (per fixture)	16.00	<u>17.00</u>
Drinking fountains (per fixture)	16.00	<u>17.00</u>
Urinals (per fixture)	16.00	<u>17.00</u>
Backwater valves (per fixture)	16.00	<u>17.00</u>
Miscellaneous plumbing (per fixture)	16.00	<u>17.00</u>
Repair/replacement of water piping (per fixture)	26.00	<u>27.00</u>
Water line (meter to house)	52.00	<u>53.00</u>

Other Fees

1. Building moving - through City
 \$232 ~~\$236~~ minimum charge or actual cost, whichever is greater

2. Building moving - into or within City

Permit fee	42.00	<u>43.00</u>
Pre-move inspection fee of \$117 \$119 or actual cost, whichever is greater		

	<u>2019 Fee</u>	<u>2020 Fee</u>
3. Plan reviews and inspections to ensure compliance with the Washington State Energy Code:		
Per single family dwelling	163.00	<u>166.00</u>
Per residential remodel/addition	163.00	<u>166.00</u>
Per multi-family structure	324.00	<u>330.00</u>
Additional per unit fee	85.00	<u>87.00</u>
Per commercial building	324.00	<u>330.00</u>
Per tenant improvement	163.00	<u>166.00</u>
4. Code enforcement violations		
a. Hearing Examiner - Actual charge to City for services		
b. City staff time at hearing - Actual cost based on applicable staff hourly rate, including benefits and overhead.		
c. City Attorney - Actual charge based on hourly rate of pay for City Attorney, including benefits and overhead.		
d. Administrative Fee	166.00	<u>169.00</u>
5. Demolition Fee		
a. Main Structure	340.00	<u>346.00</u>
b. Accessory Structure	60.00	<u>62.00</u>
c. Historic Structure	339.00 +	<u>345.00 +</u>
	Dev Review Fee	Dev Review Fee

PUBLIC WORKS, COMMUNITY DEVELOPMENT, & FIRE

Development Review Fee

Following a third review or for permits subject to hourly review fees, an applicant shall pay for all work done by, or on behalf of, the City in connection with the processing, reviewing, checking, computing, and inspecting and correcting for compliance with City codes of the plans or other documents provided by the applicant and for plan checking, land use evaluations, inspection and testing for all public and private infrastructure improvement including water lines, sanitary sewer lines, storm water retention/detention and drainage systems, streets, curbs, gutters and sidewalks, parking, landscaping, building heights & setbacks, signage, verification of conditions of approval and performing concurrency evaluations, impact fee assessments, and all non-SEPA traffic evaluations in conjunction with a land use, building, or construction application. Individual single family residences exempt from SEPA review are not required to pay a Development Review fee. The applicant shall be invoiced for actual costs on a monthly basis. Payment is due to the City upon demand.

The Development Review fees provide for reimbursement of municipal employee time. The charges will be based on the applicable staff billing rate of the employee performing the review, including benefits and overhead and out of pocket expenses such as outside consultant peer review, specialized subconsultants, printing expenses, and other related costs. Billing will occur on a monthly basis. At the request of the applicant overtime may be authorized for plan review and or inspections performed outside of normal working hours and will be charged at the applicable staff overtime hourly rate (time and a half), including benefits and overhead. Maintenance bonds will not be released until all fees are paid in full.

Development Review Technology Surcharge

In order to reimburse the City for costs specifically related to the maintenance and regular upgrading of local and regional electronic development review and tracking systems, which benefit the City's development customers via an increasingly efficient and effective review process, a five percent technology surcharge will be added to pre-application conference fees; plan review fees; permit fees; and development review fees. The technology surcharge will not be placed on facilities charges or impact fees.

PUBLIC WORKS

UTILITY ACCOUNT FEES & LATE CHARGES

a. Late fee penalty	13.00	<u>14.00</u>
b. Collection agency assignment fee	42.00	<u>43.00</u>
c. Customer request water shut-off or turn-on fee	33.00	<u>34.00</u>
d. Non-payment water shut-off fee	60.00	<u>62.00</u>
e. Non-payment water turn-on fee	60.00	<u>62.00</u>

	<u>2019 Fee</u>	<u>2020 Fee</u>
f. Meter tampering administrative fee, in cases of meter tampering or water theft. Cumulative to any fines, penalties, water charges, or other fees and costs.	373.00	<u>380.00</u>
g. Meter re-reads (One re-read per year at no charge)	40.00	<u>41.00</u>
h. Final meter reads	40.00	<u>41.00</u>
i. Utility lien filing administrative fee, in addition to County recording costs	50.00	<u>51.00</u>
j. After hours water service reactivation charge for delinquent accounts	94.00	<u>96.00</u>

WATER FEES & CHARGES

1. Water main facility charges		
3/4" (5/8") meter	4,828.00	<u>4,911.00</u>
1" meter	10,496.00	<u>10,675.00</u>
1.5" meter	24,439.00	<u>24,855.00</u>
2" meter	37,716.00	<u>38,358.00</u>
3" meter	81,047.00	<u>82,425.00</u>
4" meter	123,474.00	<u>125,574.00</u>
6" meter	250,691.00	<u>254,953.00</u>
8" meter	407,098.00	<u>414,019.00</u>
2. Fire hydrant use		
Permit (per calendar year)	126.00	<u>129.00</u>
Hydrant use deposit	1,000.00	<u>1,000.00</u>
City hydrant meter (make-up) damage deposit	1,000.00	<u>1,000.00</u>
Hydrant meter (make-up) rental/per month	119.00	<u>122.00</u>
Water/per 100 cubic feet	14.00	<u>15.00</u>
3. Water meters		
a. Water meter processing fee, per meter	40.00	<u>41.00</u>
b. Existing service line to property and meter box		
3/4"	469.00	<u>477.00</u>
1"	532.00	<u>542.00</u>
1 1/2"	796.00	<u>810.00</u>
2"	976.00	<u>993.00</u>
c. Complete water service (no existing service to property)		
At the discretion of the Public Works Director, City crew provides main water tap, brings service to property, and provides and installs meter box and meter.		
3/4" short side	5,546.00	<u>5,641.00</u>
3/4" long side	6,865.00	<u>6,982.00</u>
1" short side	5,679.00	<u>5,776.00</u>
1" long side	5,679.00	<u>5,776.00</u>
4. Water main tap: Not associated with a development project	242.00	<u>247.00</u>
5. Water main tap: Associated with a development project. Water main tap fee plus development review fee.	632.00	<u>643.00</u>
6. Fire flow/hydraulic analysis (plus passthrough consultant fees)	184.00	<u>188.00</u>

	<u>2019 Fee</u>	<u>2020 Fee</u>
7. Flushing/dechlorination/disinfection service (Depending on availability)	1,046.00	<u>1,064.00</u>
8. Backflow assembly inspection		
2 inch or smaller	219.00	<u>223.00</u>
3 inch or larger	715.00	<u>728.00</u>
9. Water utility infrastructure improvements		
Water utility base charge	506.00	<u>515.00</u>
Water utility fee per 100 lineal feet of improvements	1,870.00	<u>1,902.00</u>

SEWER FEES & CHARGES

1. Sewer main facility charges		
a. Single family	3,047.00	<u>3,099.00</u>
b. Commercial/multi-family (RCE*)	3,047.00	<u>3,099.00</u>
*(Resident customer equivalent, as determined by METRO capacity form)		
2. Side sewer connections		
Side sewer processing fee	53.00	<u>54.00</u>
Single family side sewer	249.00	<u>254.00</u>
Detached multi-family side sewer connection	249.00	<u>254.00</u>
Commercial/multi-family side sewer connection (1st unit/bldg) associated w/development project.	632.00	<u>643.00</u>
Side connection fee + development review fee		
Additional per unit charge per building	468.00	<u>476.00</u>
Repair/modify side sewer existing line(s)	249.00	<u>254.00</u>
Repair/modify commercial/multi-family side sewer connection	Hourly	Hourly
3. Sewer main tap: not associated with a development project	715.00	<u>728.00</u>
4. Sewer main tap: associated with a development project.		
Sewer main tap fee + development review fee	1,046.00	<u>1,064.00</u>
5. Television pipeline inspection service (Depending on availability)	\$178 per hour (3 hr minimum)	<u>\$182 per hour (3 hr minimum)</u>
6. <u>Utility Re-inspection or Re-connection</u> fee	166.00	<u>169.00</u>
7. Sewer utility infrastructure improvements		
Sewer utility base charge	506.00	<u>515.00</u>
Sewer utility fee per 100 lineal feet of improvements	1,557.00	<u>1,584.00</u>

STORM DRAIN AND SURFACE WATER

1. Residential storm drain inspection fee	242.00	<u>247.00</u>
2. Television pipeline inspection service (Depending on availability)	\$178 per hour (3 hr minimum)	<u>\$182 per hour (3 hr minimum)</u>

	<u>2019 Fee</u>	<u>2020 Fee</u>
3. Citywide stormwater facility charge	\$1,333 per Impervious Surface Unit	\$1,356 per Impervious Surface Unit
4. Stormwater facility charge - downtown sub-basin area	\$14,055 per Impervious Surface Unit	\$14,294 per Impervious Surface Unit
5. Stormwater detention facility (plus pass-through consultant charges)	882.00	<u>897.00</u>
6. Stormwater utility infrastructure improvements		
Stormwater utility base charge	506.00	<u>515.00</u>
Stormwater utility fee per 1000 lineal feet of improvements	575.00	<u>585.00</u>
ROADS & STREETS		
1. Driveway and sidewalk - right of way invasion permit (includes utility connection/improvement outside of paved road, traffic control plans not associated with street cuts)	566.00	<u>576.00</u>
2. Street excavation, minor (< 25 sq ft) - right of way invasion permit	828.00	<u>843.00</u>
3. Street excavation, major (>= 25 sq ft) - right of way major franchise-		
Major franchise-Base fee	599.00	<u>610.00</u>
Right of way franchise-- Hourly	Hourly	<u>Hourly</u>
4. Public utilities blanket permit (per calendar year)	743.00	<u>756.00</u>
5. Right of way permit		
Base charge	1,113.00	<u>1,132.00</u>
Right of way per 100 lineal feet	514.00	<u>523.00</u>
6. Street vacation application Applicant responsible for cost of appraisal & recording fees	Hourly	<u>Hourly</u>
7. Purchase and installation of up to two DUI memorial sign(s)	692.00	<u>704.00</u>
8. Accident clean-up / emergency response	224.00	<u>228.00</u>
9. Traffic concurrency base charge	2,239.00	<u>2,278.00</u>
10. Concurrency capacity reporting & monitoring surcharge		
a. Major development A "Major development" means any development that generates more than fifty (50) peak hour trips.	3,302.00	<u>3,359.00</u>
b. Medium development A "Medium development" means any development that generates twenty to fifty (20-50) peak hour trips.	1,982.00	<u>2,016.00</u>
c. Minor development A "Minor development" means any development that generates at least three (3) peak hour trips, but less than twenty (20) peak hour trips.	994.00	<u>1,011.00</u>

	<u>2019 Fee</u>	<u>2020 Fee</u>
11. Street cut mitigation fee		
Street cut mitigation base fee	53.00	<u>54.00</u>
"Mitigation fee" (17.08.050)	23.00	<u>24.00</u>
The fee is based upon the cost of overlay for permanent repair of damage/deterioration of streets and shoulders caused by trenching/utility operations. Fee per lineal feet of opening.		
12. Public area use permit application fees		
Sidewalk only outdoor dining and/or general usage permit fee (Monthly use charge to be paid for permit duration at time of permit approval)	125.00	<u>128.00</u>
Annual renewal (no substantial changes)	100.00	<u>102.00</u>
Railing permit (if applicable)	150.00	<u>153.00</u>
Outdoor dining permit fee - flexible zone		
Applications received on or before March 15 (Monthly use charge to be paid for permit duration at time of permit approval)	150.00	<u>153.00</u>
Applications received after March 15 (Monthly use charge to be paid for permit duration at time of permit approval)	450.00	<u>458.00</u>
City to move bollards on first Friday of May and last Friday of September each year to minimize cost and disruptions.		
Monthly use charge per square foot (applies to sidewalk and flex zone use in the public right of way.) Based on gross square footage - square footage of clear path.	0.09	<u>0.09</u>
13. Traffic control devices for public area use permits	174.00	<u>177.00</u>
REVIEW AND INSPECTION FEES		
1. Residential site review and inspection	599.00	<u>610.00</u>
Construction and additions. Prior to issuance of building permits, site plans for residential construction are reviewed for consistency with applicable City codes and design and construction standards and specifications, which may include water lines, sanitary sewer lines, storm water retention/detention and drainage systems, streets, curbs, gutters, driveways, sidewalks, and easements. Subsequent to permit issuance, required site inspections are performed.		
2. Re-inspection fee	166.00	<u>169.00</u>
Public Works construction permit re-inspection fee. (Billed for each inspection occurrence after primary inspection and first re-inspection.)		
3. Re-submittal fee	Hourly	<u>Hourly</u>
Public Works construction permit re-submittal review fee. All permits are allowed 3 reviews at fixed fee rates listed in the fee schedule. 4th review and other additional reviews are to be billed at hourly rate.		
4. Rockery/retaining wall (plus pass through consultant costs)	418.00	<u>426.00</u>
5. Clearing and grading permit		
Base charge with or without land use entitlement	1,696.00	<u>1,725.00</u>
Charge per disturbed area with no land use entitlement	2,135.00	<u>2,172.00</u>
Charge per disturbed area with land use entitlement	2,308.00	<u>2,348.00</u>

	<u>2019 Fee</u>	<u>2020 Fee</u>
6. Traffic signals		
New signal (plus pass through County costs)	3,563.00	<u>3,624.00</u>
Signal modifcaion (plus pass through County costs)	2,470.00	<u>2,512.00</u>
7. "Safe Walk to School" review - residential developments	2,603.00	<u>2,648.00</u>
8. Public Works variance	Hourly	Hourly
PARKS AND RECREATION		
1. Picnic shelters		
Charged in time blocks as follows:		
--9 am to 2 pm (half day)		
--3 pm to 9 pm (half day)		
--9 am to 9 pm (full day)		
a. Large shelter for 1-60 individuals (Blyth & Cedar Grove)		
Residents & non-profit organizations	\$150 half day \$360 full day	\$150 half day <u>\$300 full day</u>
Non-residents & for-profit organizations	\$190 half day \$456 full day	\$190 half day <u>\$380 full day</u>
Damage deposit (refundable)	400.00	n/a
b. Large & small shelter for 1-100 individuals (Blyth)		
Residents & non-profit organizations	\$250 half day \$600 full day	\$250 half day <u>\$500 full day</u>
Non-residents & for-profit organizations	\$315 half day \$756 full day	\$315 half day <u>\$630 full day</u>
Damage deposit (refundable) (100 or more individuals requires a special event permit)	200.00	n/a
c. Small shelter for 1-25 individuals (Blyth, Centennial)		
Residents & non-profit organizations	\$100 half day \$240 full day	\$100 half day <u>\$200 full day</u>
Non-residents & for-profit organizations	\$125 half day \$300 full day	\$125 half day <u>\$250 full day</u>
Damage deposit (refundable)	400.00	n/a
2. Park at Bothell Landing - amphitheater (per hour)		
a. Residents & non-profit organizations	65.00	65.00
b. Non-residents & for-profit organizations	82.00	82.00
c. Use of electricity	23.00	23.00
d. Damage deposit (refundable)	400.00	n/a
3. Park at Bothell Landing - parking lot (per hour)		
Must be rented as an "add-on" to another facility rental		
a. Residents & non-profit organizations	42.00	42.00
b. Non-residents & for-profit organizations	52.00	52.00

	<u>2019 Fee</u>	<u>2020 Fee</u>
4. Park at Bothell Landing - grassy area adjacent to SR522		
a. Residents & non-profit organizations	42.00	42.00
b. Non-residents & for-profit organizations	52.00	52.00
5. Other park space used for special events/festivals or event with admission/fundraising fee	Negotiated by director or designee	Negotiated by director or designee
6. General use of parks (camps, classes, photography, etc)	Negotiated by director or designee	Negotiated by director or designee
7. Meeting room/banquet rental (per hour)		
Lytle House		
a. Meeting room		
Residents & non-profit organizations	67.00	67.00
Non-residents & for-profit organizations	84.00	84.00
<u>Facility attendant</u>	<u>See #11</u>	<u>24.00</u>
b. Kitchen		
Residents & non-profit organizations	30.00	30.00
Non-residents & for-profit organizations	38.00	38.00
c. Damage deposit (refundable)	200.00	200.00
d. Damage deposit for reservations with alcohol (refundable)	400.00	400.00
North Creek Schoolhouse		
a. Meeting room		
Residents & non-profit organizations	30.00	30.00
Non-residents & for-profit organizations	38.00	38.00
b. Damage deposit (refundable)	100.00	100.00
8. City Hall room rentals (per hour)		
Council Chambers		
a. Residents & non-profit organizations	42.00	
b. Non-Residents & for-profit organizations	52.00	
Room 107/108		
a. Residents & non-profit organizations	No Charge	
b. Non-Residents & for-profit organizations	32.00	
Damage deposit for no charge and fee rentals (refundable)	100.00	
After hours rentals (non-profits/City partners only):		
Room rates as listed above, plus actual security costs, plus facility attendant.		
8. City Hall Outdoor Plaza (per hour)		
a. Residents & non-profit organizations	42.00	42.00
b. Non-Residents & for-profit organizations	52.00	52.00
c. Use of electricity	23.00	23.00

**See Community
Development
section**

	<u>2019 Fee</u>	<u>2020 Fee</u>
Damage deposit (refundable)	250.00	250.00
Damage deposit for reservations with alcohol (refundable)	400.00	400.00
<u>9.</u> Facility or park cancellation (except sportsfields)		
More than 30 days notice:	No charge	No charge
15 to 30 days notice:	50% of fee (unless re-rented)	50% of fee (unless re-rented)
Less than 15 days notice:	No refund (unless re-rented)	No refund (unless re-rented)
<u>10.</u> Damage/extra cleanup to any facility or park property	Actual repair and/or staff costs (regular or overtime)	Actual repair and/or staff costs (regular or overtime)
<u>11.</u> Staff support (per hour)		
a. Facility attendant	24.00	<u>See #7</u>
b. Parks staff	65.00	65.00
<u>12.</u> Food concessions or booth sales		
a. Ongoing concessions/vendors (Rate negotiable with Director.)	10% of Gross Revenue	10% of Gross Revenue
b. Special event/tournament concessions/vendors on all City properties (per day, per vendor or booth)	30.00	30.00
<u>13.</u> Disc golf tournament		
Per entrant fee	6.00	6.00
Damage deposit for baskets or course (refundable)	200.00	<u>n/a</u>
<u>14.</u> Field rentals		
a. Adult softball leagues (per game)	67.00	67.00
b. Adult teams on grass	43.00	43.00
c. Adult teams on synthetic turf	60.00	60.00
d. Youth teams on grass	22.00	22.00
e. Youth teams on synthetic turf	31.00	31.00
f. Tournament events		
Payment in full and tournament bracket or participant roster must be turned in at least four weeks prior to event. Hourly field rates are shown above.		
Adult teams	214.00	214.00
Youth teams	107.00	107.00
Tournament non-refundable deposit applied to total due	50% due at signing 100% due 10 days prior to event	50% due at signing 100% due 10 days prior to event
Refundable damage deposit	200.00	<u>n/a</u>
g. Non-prepped sports field		
Adult teams	36.00	<u>37.00</u>
Youth teams	18.00	<u>19.00</u>
Residents & non-profit organizations (for company picnics, events, etc.)	42.00	42.00
Non-residents & for-profit organizations (for company picnics, events, etc.)	52.00	52.00

2019 Fee

2020 Fee

Additional field preparation may be provided by the City at the request of the user upon advance payment of estimated labor and materials costs as determined by the Director or designee.

h. Refundable damage deposit for all non-sports field uses	200.00	200.00
i. Private and public school use of artificial turf fields (per hour - 1 hour minimum)	40.00	40.00
j. Private and public school use of grass fields (per hour - 1 hour minimum)	Negotiated by Director or designee	Negotiated by Director or designee
k. North Creek field lights (per hour)	25.00	25.00
l. Cancellation of fields/lights	No charge if cancelled within 1 business day of reservation	No charge if cancelled within 1 business day of reservation
	75% of fee (full refund if field is re-rented)	75% of fee (full refund if field is re-rented)
m. Same-day cancellation of fields/lights (weather/safety related)	No Charge	No Charge
n. Equipment storage at sports fields (per season)	250.00	250.00

15. Recreation programs

a. Instructor and class fees	Negotiated by Director or designee	Negotiated by Director or designee
b. Refund policies:		
Full refund/credit granted if request is made at least five (5) business days prior to the start of class, less a \$10 administrative fee. (Fee applies per withdrawal.)		
50% refund/credit granted if request is made less than five (5) business days prior to the start of class. (Fee applies per withdrawal.)		
100% refund if class cancelled by Parks & Recreation.		
No refunds for classes costing less than \$10.		
No refunds/credits issued on or after the first day of class.		
Transfers must be requested five (5) business days prior to the start of class.		

16. Special events permits:

a. <u>Small event (one round of review)</u> <u>(100-200 participants or race)</u>	<u>See City Clerk section</u>	<u>300.00</u>
b. <u>Large event (one round of review)</u> <u>(200+ participants or parade of any size)</u>		<u>675.00</u>
c. <u>Additional review</u>		<u>200.00</u>
<u>Full recovery of costs incurred on day of event will also be charged.</u>		

MISCELLANEOUS FEES

1. Photocopies per page (per imprint) or actual cost if not printed by City	0.15	0.15
2. Blueprint copies	Actual Cost	Actual Cost
3. Notary fee (includes first 2 signatures)	10.00	10.00

	<u>2019 Fee</u>	<u>2020 Fee</u>
Each additional person	10.00	10.00
4. Certified copies (per certification)	10.00	10.00
Additional pages	0.15	0.15
5. Custom map requests:		
For custom requests requiring plotting, a fee of \$63 per hour with a 15 minute minimum (\$15.75); plus reimbursement for supplies as follows:		
11" x 17" paper	5.00	<u>6.00</u>
36" minimum wide plot, per lineal foot	6.00	<u>7.00</u>
DVD-recordable	2.00	<u>3.00</u>

Section 2. Unless otherwise specifically stated, Resolution No. 1383 (2018) and prior fee resolutions are hereby superseded by this Resolution.

Section 3. On January 1 of each year, the fees set forth in this resolution may increase (if allowed by law) by the rate of increase, if any, of the CPI-W Seattle-Tacoma-Bellevue June to June Index published by the Bureau of Labor Statistics in the year prior, or by the actual increase in the cost of providing the service. Fees will be rounded to the next highest whole dollar.

Section 4. Washington State Sales Tax will be added to fees listed in this resolution where required by State law.

Section 5. The City Manager or Finance Director shall have the right to waive a fee if significant economic development or financial benefit of equal or greater value to the City can be demonstrated.

Section 6. The City Clerk is authorized to make necessary corrections to this resolution including, but not limited to, the correction of scrivener's/clerical errors, references, resolution numbering, section/subsection numbers and any references thereto.

PASSED this 19th day of November, 2019.

APPROVED:



ANDREW J. RHEAUME
MAYOR

ATTEST/AUTHENTICATED:



LAURA HATHAWAY
CITY CLERK

Filed with the City Clerk: 11/12/2019
Passed by the City Council: 11/19/2019
Resolution No. 1393