

CITY OF BELLEVUE, WASHINGTON
ORDINANCE NO. 5708

AN ORDINANCE regarding development services under the Bellevue City Code; fees for applications requiring construction, land use, fire, survey, sign, transportation, utility, and clearing & grading review and inspection services; repealing Ordinance No. 5502.

THE CITY COUNCIL OF THE CITY OF BELLEVUE, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Scope of Ordinance

This ordinance establishes fees collected by the Department of Planning and Community Development for development services. Additional fees collected by the Department of Planning and Community Development for other review authorities are established under separate ordinances or administrative rules as noted in this ordinance. For the purpose of this ordinance, the term "the Director" means the Director of the Department of Planning and Community Development or the Director's authorized representative. The term "appropriate Director" means the Director of the appropriate reviewing authority or the appropriate Director's authorized representative. The term "each Director" means the Director of Planning and Community Development, the Fire Chief, the Director of the Transportation Department, and/or the Director of the Utility Department or authorized representatives. The term "Building Official" means the Building Official or the Building Official's authorized representative.

Section 2. Administration

Each Director is authorized to interpret the provisions of the appropriate section of this ordinance and may issue rules for its administration. This includes, but is not limited to, correcting errors and omissions and adjusting fees to match the scope of the project. The fees established here will be reviewed annually, and, effective January 1 of each year, may be administratively increased or decreased by an adjustment to reflect the current published annual change in the Seattle Consumer Price Index for Wage Earners and Clerical Workers as needed in order to maintain the cost recovery objectives established by the City Council.

Section 3. Responsibility for Payment of Fees

For the purposes of this ordinance, the term "applicant" means the person or organization who paid the fee and/or is responsible for the ongoing payment of the fees. Both the applicant and the owner of the property, for which the permit or approval is required, are individually responsible for the payment of the fees administered under this ordinance.

1. Fee Requirements: The following applies to the payment of fees and charges:

a. No application for a permit, approval, or service under the Bellevue City Code will be accepted by the City unless all fees required at submittal by any City Code or regulation have been paid.

b. No plans or specifications relating to any application filed with the City under the Bellevue City Code will be reviewed by the City until all fees required for review by any City code or regulation have been paid.

c. No final decision on an application for a permit or approval will be made until all fees required by any City code or regulation have been paid, except as authorized by the appropriate Director.

d. No final inspection will be done nor temporary, or final certificate of occupancy issued, nor Utility project acceptance granted until all fees required by any City code or regulation to be paid prior to such final inspection, issuance of certificate of occupancy, or acceptance have been paid.

e. All fees due on any application that has expired by code are due 30 days from the date of expiration.

2. Billings: Periodic billings for development services for the previous calendar month will be sent on or about the 10th of the current month and are due and payable by the 1st of the following month. The final payment is due at the time of issuance, as established in the conditions for the approval, prior to the issuance of the temporary or final certificate of occupancy, or as authorized by the appropriate Director.

3. Outstanding Fees and Charges: Any account receivable greater than 30 days past the due date is considered delinquent. The following provisions apply to delinquent payments:

a. Review of the application may be stopped. Review on any active application dependent on the suspended application may be stopped. Review will resume when all delinquent fees are paid in full.

b. If any required fee is not paid within ninety (90) of the date due, the appropriate Director may cancel the application. Any active application dependent on the canceled application may also be canceled.

c. An issued permit or approval may be revoked. Review on any active application dependent on the revoked permit or approval may be stopped by the appropriate Director until all delinquent fees are paid in full.

d. If the work is underway, the appropriate Director may issue a stop work order.

e. Any account receivable balance sixty (60) days past the due date will be levied a late fee of \$15.00, or 1.0% of the outstanding balance, whichever is greater.

f. The City has no responsibility for any damages resulting to an applicant from a stop-work order or cessation of review.

g. The appropriate Director may take other appropriate actions to collect amounts due, including but not limited to, assignment of delinquent fees to a collection agency.

4. Collection Agency: If the City assigns a delinquent amount to a collection agency, the appropriate Director can add a reasonable fee in accordance with RCW 19.16.500.

5. Insufficient Funds: Any applicant whose payment of fees is returned to the City for Non-Sufficient Funds, or whose credit card payment is denied, will be charged the City standard insufficient funds fee. The original fees and the returned check fee are due and payable within five (5) working days of notification. Review of the project will be stopped or a stop-work order posted on the site. The appropriate Director may take other appropriate actions to collect amounts due.

6. Disputes: If a dispute arises as to the validity, or correct amount, of a fee, the fee determined by the City must be paid before the City will conduct any further review, inspection, or service. The fee may be paid under protest, in which case the applicant must specify, in writing within thirty (30) days of the date paid, the reason why such fee is not due or is due in a different amount than requested by the City. The written request must be submitted to the appropriate Director. Within thirty (30) days of the written request the appropriate Director will make a final determination of whether the fee is due, or if the dispute is as to the amount of the fee, a final determination as to the amount due. There is no administrative appeal of that decision.

7. Fee Responsibility Changes: If the original applicant or owner sells or otherwise transfers their interest in a project, they are required to notify the City. They remain liable for fees and charges associated with development services which were incurred prior to the date the City is notified in writing that the fee responsibility has changed. The new applicant or owner is also responsible for such fees and if the same are not paid the appropriate Director may stop review of the project or revoke any permit or approval.

8. Cancellation/Withdrawal/Denial/Expiration: When no permit or approval is issued, or when an applicant withdraws an application prior to approval, or when an application or permit expires by code, the applicant and owner remain individually responsible for payment of all appropriate fees.

9. Low-income Tenant Relocation Assistance: If a fee is owed pursuant to the City's low-income tenant relocation assistance ordinance, Bellevue City Code Chapter 9.21, and permits are submitted to demolish, rehabilitate, or change the use of structures at the site, the Director may withhold review or issuance of the permits until the required relocation assistance fee is paid.

Section 4. General Provisions for all Permits, Approvals and Development Services Fees

1. Fee Calculation: The fees for applications for development services established or referenced in this ordinance will be calculated using the fee schedule in effect at the time the review, inspection, or service is performed and/or due. Each application stands alone and is considered individually for the purpose of calculating fees.

2. City Projects: The Departments of Planning and Community Development, Fire, Transportation, and Utility will collect all appropriate fees for utility-funded, Capital Investment Program, and Special Purpose Fund projects except as authorized by the appropriate Director.

3. Refunds: Any fee established in this ordinance which was erroneously paid or collected will be refunded. Table 1 is used to calculate refunds for applications or issued permits or approvals which are withdrawn, canceled, denied or expired.

Table 1 – Calculating Refunds				
<u>Stage in Review Process</u>				
<u>Type of Fee</u>	<u>No time in Review</u>	<u>Review Started</u>	<u>Review Completed</u>	<u>Expired by Code</u>
Operations fee	No refund	No refund	No refund	No refund
Flat review fee or review fee based on valuation, fixtures, devices, size, lots	20% non refundable, 80% refundable	20% non refundable, % of review not completed refundable	No refund	No refund
Review fee based on hourly billing	Balance of deposit	Balance of deposit	Balance of deposit	No refund
<u>Stage in Construction Process</u>				
<u>Type of Fee</u>	<u>No Work Started</u>	<u>Work Started</u>	<u>Construction Completed</u>	<u>Expired By Code</u>
State Building Code	No refund	No refund	No refund	No refund
Flat inspection fee or inspection fee based on valuation, fixtures, devices, size	20% non refundable, 80% refundable	20% non refundable, % of inspections not completed refundable	No refund	No refund
Inspection fee based on hourly billing	Balance of deposit	Balance of deposit	Balance of deposit	No refund

a. Refunds for fees collected by the Department of Planning and Community Development and not specifically mentioned herein will be refunded at the direction of the appropriate Director or specific ordinance.

b. No refund less than \$5.00 (combined from all departments) will be processed, except as authorized by the appropriate Director. No balance due on a canceled application or permit less than \$5.00 (combined from all departments) will be collected.

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c. Before any refund is released to the applicant the following will be deducted from the refund amount: all fees or charges owed on the subject application or permit; all fees or charges owed on any associated application or permit; all monthly billed fees owed more than 60 days; any fees or charges that have been assigned to a collection agency.

4. Exempt Activities: No fee established by this Ordinance will apply to a private project which is a part of a stream enhancement program approved by the Director or as authorized by the City Manager.

5. Over-the-Counter Issuance: If a permit that usually requires plan review is issued over-the-counter, the review fee is not charged.

6. Reinspection Fee: In instances where reinspection fees have been assessed, no additional inspection of the work is performed until the required fees are paid.

7. Expedited Review: The fee to expedite the review of an application, as approved by the appropriate Director, is determined by each Director in order to recover City costs.

8. Add-on Fees: Fees due after issuance as a result of a field inspection that identified a scope of work different from the work permitted are due and payable within five (5) working days of notification.

9. Multi-building Projects: Separate building, mechanical, electrical, plumbing, fire protection, and side sewer permits are required for each building in a multi-building complex.

10. Work Without a Permit or Approval: It is unlawful to proceed with any work or any portion of any construction, installation, alteration, repair, or use when the required fee has not been paid and the permit or approval issued. When work for which a permit or approval is required by the Bellevue City Code, regulation, or standard is started or proceeded with prior to obtaining that permit or approval, a penalty may be levied in an amount up to double the fee required for the work unlawfully conducted, as determined by the appropriate Director. This provision does not apply to emergency work when it is proved to the satisfaction of the appropriate Director that such work was urgently necessary and that it was not practical to obtain a permit before the commencement of the work. In all such cases, a permit must be obtained as soon as it is practical to do so; and if there is an unreasonable delay in obtaining the permit, a double fee (as provided in this ordinance) will be charged. The payment of this double fee does not relieve any person from fully complying with the requirements of the Bellevue City Code in the execution of the work or from any other penalties prescribed by law. Such person may also be required to reimburse the City for all expenses related to any enforcement proceedings as determined by the appropriate Director.

11. Consultants: The applicant bears the cost of retaining consultants when the City determines it is necessary to obtain required technical expertise.

12. Recording Fees: The applicant bears the cost of fees associated with the recording of documents with King County.

13. Environmental Impact Statements: The applicant bears the cost of all City expenses related to the Environmental Impact Statement and the cost of retaining consultants.

14. Plat Engineering: The applicant bears the cost of all City expenses related to the engineering of the plat, including but not limited to, the cost of retaining consultants or special inspectors.

15. Definition of Development Service Fee-Based Activity: The fees established herein apply to any activity performed by development services staff required to reach a final decision on an application and to reach the final approval of the work authorized by an issued permit, commonly called "review" and "inspection". This includes, but is not limited to, review of plans and specifications, site visits, public involvement and public hearings, preconstruction meetings, inspections, reinspections, and occupancy requirements. Fees for staff activity related to appeals of decisions will be allocated in accordance with Subsection 16 below.

16. Fees for Activities Related to Appeals: Fees for staff time related to appeal hearings and resolution of appeals will be charged to the applicant. Provided, that if an applicant appeals the City decision or recommendation and is the substantially prevailing party on appeal, fees related to the appeal hearings and resolution of appeals will be charged to the City's General Fund. Whether an applicant is the substantially prevailing party will be determined by the Hearing Examiner.

Section 5. General Provisions for Construction Permit Fees

1. Scope: These general provisions apply to all permits issued by the Building Section of the Department of Planning and Community Development.

2. Operations Fee: Table 2 is used to calculate the operations fee on permits issued by the Building Section of the Department of Planning and Community Development. The fee is due at submittal.

Table 2 - Operations Fee	
<u>Type</u>	<u>Fee</u>
Accessory Dwelling Unit Registration	\$28
Commercial Construction Permits – major	\$402
Commercial Construction Permits – medium and minor	\$28
Demolition and Foundation Permits	\$28
Mechanical, Electrical, Plumbing Permits - plan review	\$28
Mechanical, Electrical, Plumbing Permits - over-the-counter	\$5

Table 2 - Operations Fee	
Type	Fee
Pools and Spa Permits ^A	\$28
Satellite Dish/Antenna Permits	\$28
Sign Permits	\$28
Single Family Construction permits ^A	\$28

^AThe operations fee for an application that usually requires plan review will be \$5 when the permit is issued over-the-counter.

3. Miscellaneous Inspections and Other Fees: Table 3 is used to calculate fees for miscellaneous inspections and additional plan review.

Table 3 - Miscellaneous Inspections and Other Fees			
Type	Per Hour	Minimum Fee	Due
Plan review resulting from changes to approved plans (in addition to the normal fees associated with a change in scope of work)	\$85	.5 hour	At revision issuance
Plan review for predevelopment services or when an applicant requests consulting services during a land use application.	\$85	N/A	2 hour deposit at application and in monthly billing
Inspection outside normal hours (in addition to the normal inspection fee)	\$85	2 hours	Within 5 days of notification
Reinspection fee (in addition to the normal inspection fee)	\$85	1 hour	Within 5 days of notification

Section 6. Building Permits

1. Scope: The fees and provisions established here apply to the installation, relocation, addition, demolition, or repair of construction work that requires a permit.

2. Determination of Value or Valuation: The determination of the value or valuation under any of the provisions of this ordinance, unless otherwise noted, will be made on the basis of building valuation data published by a nationally recognized code organization, or other valuation criteria approved by the appropriate Director, including a regional modifier from a nationally recognized organization. The valuation to be used in computing the plan review and permit fees will be the total value of all construction work, including labor and materials, for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire-extinguishing systems, or any other permanent work or

permanent equipment. The "gross area" used in conjunction with the building valuations, means the total areas of all floors - measured from the exterior face, outside dimensions, or exterior column line of a building - including basements, cellars, and balconies but not including unexcavated areas. Where walls and columns are omitted in the construction of a building, such as an open shed or marquee, the exterior wall of the open side or sides will be considered the edge of the roof. When the value is unknown it will be determined by the appropriate Director.

3. Inspection Fee Schedule: Table 4 is used to calculate the building inspection fee once the determination of value has been made. The inspection fee is due at issuance.

Table 4 – Building Inspection Fees Based on Valuation	
<u>Total Valuation</u>	<u>Fee</u>
\$1 to \$500	\$27
\$501 to \$2,000	\$27 for the first \$500 plus \$4.00 prorated for each additional \$100 to and including \$2,000
\$2,001 to \$25,000	\$87 for the first \$2,000 plus \$15.90 prorated for each additional \$1,000 to and including \$25,000
\$25,001 to \$50,000	\$452.70 for the first 25,000 plus \$11.80 prorated for each additional \$1,000 to and including \$50,000
\$50,001 to \$100,000	\$747.70 for the first \$50,000 plus \$7.60 prorated for each additional \$1,000 to and including \$100,000
\$100,001 to \$1,000,000	\$1,127.70 for the first \$100,000 plus \$6.65 prorated for each additional \$1,000 to and including \$1,000,000
\$1,000,001 to \$5,000,000	\$7,112.70 for the first \$1,000,000 plus \$4.00 prorated for each additional \$1,000 to and including \$5,000,000
\$5,000,001 to \$50,000,000	\$23,112.70 for the first \$5,000,000 plus \$3.50 prorated for each additional \$1,000 to and including \$50,000,000
\$50,000,001 and above	\$180,612.70 for the first \$50,000,000 plus \$3.00 prorated for each additional \$1,000 thereafter

4. Plan Review Fees: When the plans and/or specifications describing the proposed construction are reviewed by the Building Official, the fee will be 65 percent of the building inspection fee as shown on Table 4 and is due at issuance. A plan review deposit is due at submittal, and any excess of the deposit over the plan review fee owed will be credited to the issuance fees. If the deposit is insufficient to cover the plan review fee, the applicant will pay the amount of the insufficiency at the time of issuance.

5. New Single Family Dwelling: The plan review and inspection fees for a new single family dwelling are 85 percent of the total fees calculated per subsection 3 and 4 above.

6. State Building Code Fee: The state building code fee is collected at issuance for the state on all building, spa, satellite dish, antenna, and demolition permits at the rate of \$4.50 each. The fee for multi-family building permits is \$4.50 for the first unit and \$2.00 for each additional unit. The fee is due at issuance.

7. Rounding: The total of the inspection fee or plan review fee will be rounded to the nearest whole dollar.

8. Single Family Combination New Construction Permits: The fee for the mechanical and plumbing inspections of a single family combination new construction permit are each 11% of the building permit fee. The fee for the electrical inspections is 9% of the permit fee. These fees are due at issuance and are in addition to the building permit

9. Fees for Miscellaneous Permits: Table 5 is used to calculate fees for miscellaneous construction permits.

Table 5 - Miscellaneous Permits		
<u>Type</u>	<u>Fee</u>	<u>Due at</u>
	Plan Review Fees	
Demolition Permit	\$60	Submittal
Satellite Dish or Antenna	\$281	Submittal
	Inspection Fees	
Demolition Permit	\$31	Issuance
Re-roof Permit	\$170	Issuance
Satellite Dish or Antenna	\$68	Issuance

Section 7. Electrical Permits

1. Scope: The fees established here apply to the installation, relocation, addition, or repair of electrical work that requires a permit.

2. Inspection Fee Schedule: Table 6 is used to calculate inspection fees for the installation, replacement, relocation, or repair of each electrical service, system, circuit, appliance and other electrical work once the determination of value has been made. Valuation is determined based on the prevailing fair market value of the materials, labor, and equipment needed to complete the work.

Table 6 – Electrical Inspection Fees Based on Valuation	
<u>Total Valuation</u>	<u>Fee</u>
up to \$500	\$44.00
\$501 to \$2,000	\$44.00 for the first \$500 plus \$6.69 prorated for each additional \$100 up to and including \$2,000

Table 6 – Electrical Inspection Fees Based on Valuation	
<u>Total Valuation</u>	<u>Fee</u>
\$2001 to \$25,000	\$144.32 for the first \$2,000 plus \$19.74 prorated for each additional \$1,000 up to and including \$25,000
\$25,001 to \$50,000	\$598.40 for the first \$25,000 plus \$17.71 prorated for each additional \$1,000 up to and including \$50,000
\$50,001 to \$100,000	\$1,041.13 for the first \$50,000 plus + \$12.12 prorated for each additional \$1,000 up to and including \$100,000
\$100,001 and above	\$1,647.32 for the first \$100,000 plus \$10.48 prorated for each additional \$1,000 thereafter

3. Plan Review Fee: When plans and/or specifications describing the electrical installation are reviewed by the Building Official, the fee will be 10 percent, with a minimum of \$25.00, of the fee calculated for the electrical inspection based on such plans and/or specifications. The plan review fee is due at issuance and is in addition to the inspection fee.

4. Miscellaneous Electrical Inspection Fees: Table 7 is used to calculate inspection fees for miscellaneous electrical permits. The fees are due at issuance.

Table 7 – Miscellaneous Electrical Inspection Fees	
<u>Type</u>	<u>Fee</u>
Carnivals - including art and street fairs, haunted houses, amusement rides, and other temporary events	\$114
Limited Voltage	25% of Table 6, with a \$31 minimum
Signs - new circuit installation	\$44
Hot Tubs and Spas issued without plan review	\$54
Temporary Power	\$44 125 amperes & below \$69 126 – 200 amperes \$99 201 – 400 amperes Table 5 over 400 amperes

Section 8. Mechanical Permits

1. Scope: The fees established here apply to the installation, relocation, addition, or repair of mechanical work that requires a permit.

2. Wiring: The fees established in this subsection do not include the electrical wiring, which requires a separate permit.

3. Single-Family Inspection Fee Schedule: Table 8 is used to calculate the fees for miscellaneous single-family mechanical permits. The fees are due at issuance.

Table 8 – Mechanical Inspection Fees – Single Family	
Type	Fee
Air Conditioners with or without duct work	\$33 for each dwelling
Appliance Vents	\$19 per vent
Bath, Laundry, Kitchen, or Whole House Fans	\$19 each
Duct Work Only	\$33 per permit
Furnace - up to and including 100,000 B.T.U.s - including duct work and piping	\$33
Furnace - over 100,000 B.T.U.s - including duct work and piping	\$44
Gas Piping Only - no fixture installation	\$33 per permit
Gas Appliances with gas piping	\$33 each appliance
Heat pumps with or without duct work	\$33 for each dwelling
Wood Stoves or Heaters including gas piping	\$25

4. Fire Protection Sprinkler Systems: Table 9 is used to calculate mechanical inspection fees for water and chemical nozzle systems in a single-family residence. The inspection fee is due at issuance.

Table 9 – Fire Protection Sprinkler Systems – Single Family	
Size	Fee
16 to 50 heads	\$54
51 to 100 heads	\$54 plus \$.99 per head
101 or more heads	\$105 plus \$.72 per head

5. Fixed Fire Suppression Systems: The mechanical review fee for a fixed fire suppression system is \$28.00 and is due at submittal. The mechanical inspection fee is \$54.00 and is due at issuance.

6. Commercial Inspection Fee Schedule : Table 10 is used to calculate inspection fees for the installation, replacement, relocation, or repair of each commercial heating, ventilation, air-conditioning, or freezing unit or system, and other mechanical equipment once the determination of value has been made. Valuation is determined based on the prevailing fair market value of the materials, labor, and equipment needed to complete the work. The inspection fee is due at issuance.

Table 10- Mechanical Inspection Fees Based on Valuation	
Total Valuation	Fee
up to \$1,000	\$33
\$1,001 to \$100,000	\$33 for the first \$1,000 plus \$19.00 prorated for each

Table 10- Mechanical Inspection Fees Based on Valuation	
	additional \$1,000 up to and including \$100,000
\$100,001 and above	\$1,914 for the first \$100,000 plus \$14.00 prorated for each additional \$1,000 thereafter

7. Commercial Plan Review Fee: When plans and/or specifications describing the mechanical installation are reviewed by the Building Official, the fee is 50 percent of the fee calculated for the mechanical inspection based on such plans and/or specifications. The plan review fee is due at issuance and is in addition to the inspection fee.

8. Exemptions: A permit is not required for the replacement of range tops, gas dryers, or gas logs which have no additional gas piping.

Section 9. Plumbing Permits

1. Scope: The fees established here apply to the installation, relocation, addition, or repair of plumbing work that requires a permit.

2. Fixtures: For the purposes of this ordinance, "fixture" means and includes any appliance which connects to water, drain, or vent.

3. Fee Schedule: Table 11 is used to calculate plumbing fees. The plan review fees are due at issuance and are in addition to the inspection fee.

Table 11 - Plumbing Inspection Fees		
<u>Total Valuation</u>	<u>Fee</u>	<u>Due At</u>
First Fixture	\$29.00	Issuance
Each Additional Fixture	\$10.70	Issuance
Piping Fees		
<u>Pipe Size</u>	<u>Fee</u>	<u>Due At</u>
3/4" - 1"	\$25.00	Issuance
1 1/4" - 1 1/2 "	\$35.00	Issuance
2"	\$45.00	Issuance
3"	\$55.00	Issuance
4"	\$71.00	Issuance
each additional inch over 4"	\$13.00	Issuance
Medical Gas Piping per system	\$13.00	Issuance
per outlet	\$.88	Issuance
Plumbing Plan Review Fees		
Commercial - first 20 fixtures	\$29.00	Issuance
Each additional 10 fixtures or fraction thereof	\$13.90	Issuance
Each additional floor above the	\$13.90	Issuance

Table 11 - Plumbing Inspection Fees		
<u>Total Valuation</u>	<u>Fee</u>	<u>Due At</u>
first floor		

4. Exemptions: The replacement of a residential toilet, wash basin, drinking fountain, urinal, bidet, dishwasher, bar sink, laundry tub, or kitchen sink with a like fixture in the same location does not require a permit. The replacement of a commercial toilet, wash basin, drinking fountain, urinal, residential-type dishwasher, bar sink, or a residential-type kitchen sink (36" x 24" x 8" or smaller) with a like fixture in the same location does not require a permit.

Section 10. Clearing & Grading Fees

1. Scope: The fees established here apply to development services by the Clearing & Grading section of the Planning & Community Development Department.

2. Operations Fee: Table 12 is used to calculate the operations fee on clearing and grading permits. The operations fee is due at submittal.

Table 12 – Clearing and Grading Permits Operations Fee	
<u>Type</u>	<u>Fee</u>
Clearing & Grading and Vegetation Permits	\$28
Plat Infrastructure Permit	\$402

3. Review Fee Schedule: Table 13 is used to calculate fees for clearing and grading review of applications.

Table 13 – Clearing & Grading Review Fees				
<u>Type</u>	<u>Flat</u>	<u>Hourly Rate</u>	<u>Deposit</u>	<u>Due At</u>
Boundary Line Adjustment	\$40			Submittal
Clearing & grading		\$79	\$553	Submittal and in monthly billings
Clearing & grading – minor without building permit	\$158			Submittal
Clearing & grading with SEPA		\$79	\$395	Submittal and in monthly billings
Commercial construction – major	\$111			Submittal
Commercial construction – medium	\$371			Submittal
Conditional Use		\$79	\$158	Submittal and in monthly

Table 13 – Clearing & Grading Review Fees				
Type	Flat	Hourly Rate	Deposit	Due At
				billings
Critical Areas		\$79	\$158	Submittal and in monthly billings
Demolition with SEPA	\$79			Submittal
Design Review		\$79	\$237	Submittal and in monthly billings
Detention Vault	\$71			Submittal
Environmental Impact Statement	\$79			Submittal
Land Use Approval Amendment		\$79	\$158	Submittal and in monthly billings
Planned Unit Development		\$79	\$553	Submittal and in monthly billings
Plat – final	\$40			Submittal
Plat – preliminary		\$79	\$395	Submittal and in monthly billings
Plat Infrastructure		\$79	\$1,185	Submittal and in monthly billings
Predevelopment Services		\$79	\$79	Submittal and in monthly billings
Preliminary SEPA Determination	\$40			Submittal
Right-of-Way Use ^A	\$79			Issuance
Shoreline Exemption	\$40			Submittal
Shoreline Substantial Development	\$40			Submittal
Shoreline Variances	\$40			Submittal
Shoring	\$111			Submittal
Short plat – final	\$40			Submittal
Short Plat – preliminary		\$79	\$237	Submittal and in monthly billings
Vegetation – single family	\$95			Submittal
Vegetation – single family Quick Review	\$63			Submittal

^AThis fee is charged when the scope of the work requires clearing & grading review.

4. Inspection Fee Schedule: Table 14 is used to calculate the fees for clearing & grading and vegetation inspections.

Table 14 - Clearing & Grading Inspections			
Type	Fee	Due At	
Clearing & Grading – SEPA	\$82	Issuance	
Clearing & Grading - without SEPA	\$365	Issuance	
Commercial Construction ^A	\$82	Issuance	
Demolition ^A	\$41	Issuance	
Detention Vault	\$82	Issuance	
Plat Infrastructure – short plat	\$405	Issuance	
Plat Infrastructure – subdivision	\$814	Issuance	
Single Family – Pools and spas	\$82	Issuance	
Single Family – Additions ^A	\$82	Issuance	
Minor clearing and grading without building permit	\$182	Issuance	
Single Family – New Residence	\$373	Issuance	
Single Family – Shoreline	\$82	Issuance	
Vegetation – Single Family	\$82	Issuance	
Vegetation – Protected Area or Commercial	\$82	Issuance	
Wireless Communication Facility ^A	\$82	Issuance	
Miscellaneous Inspections			
Type	Per Hour	Minimum Fee	Due
Inspection outside normal hours (in addition to the normal inspection fee)	\$82	2 hours	Within 5 days of notification
Reinspection fee (in addition to the normal inspection fee)	\$82	1 hour	Within 5 days of notification

^AThis fee is charged when the scope of the work includes clearing & grading.

Section 11. Fire Prevention Fees

1. Scope: The fees established here apply to development services by the Fire Prevention Office of the Fire Department.

2. Review Fee Schedule: Table 15 is used to calculate the fees for Fire Department review of applications.

Table 15 – Fire Review Fees				
Type	Flat	Hourly Rate	Deposit	Due At

Table 15 – Fire Review Fees				
Type	Flat	Hourly Rate	Deposit	Due At
Boundary Line Adjustment	\$80			Submittal
Commercial Construction – major		\$114	\$570	Submittal and in monthly billings
Commercial Construction – medium	\$274			Submittal
Commercial Construction – minor	\$91			Submittal
Conditional Use		\$114	\$114	Submittal and in monthly billing
Demolition Permits	\$57			Submittal
Design Reviews		\$114	\$342	Submittal and in monthly billings
Detention Vaults	\$91			Submittal
Electrical Fire Alarms - Quick Review	½ normal fee			Submittal
Electrical Fire Alarms - valuation <=\$25,000 plus .60 per device	\$125			Submittal
Electrical Fire Alarms - valuation > \$25,000 plus .70 per device	\$251			Submittal
Fixed Fire Suppression System	\$171			Submittal
Land Use Approval Amendment	\$228			Submittal
Planned Unit Development		\$114	\$228	Submittal and in monthly billings
Plat - final	\$171			Submittal
Plat – preliminary		\$114	\$228	Submittal and in monthly billings
Plat Infrastructure		\$114	\$114	Submittal and in monthly billings
Predevelopment Services		\$114	\$228	Submittal and in monthly billing
Preliminary SEPA Determination	\$80			Submittal
Short Plat – final	\$137			Submittal
Short Plat – preliminary	\$194			Submittal
Sign with building permit	\$46			Submittal
Single Family – new residence	\$114			Submittal
Smoke Control System		\$114	\$2,850	Submittal and in monthly billings
Temporary Use, Home Occupations and Childcare Registration	\$57			Submittal

Table 15 – Fire Review Fees				
Type	Flat	Hourly Rate	Deposit	Due At
Tenant Improvement ^A	\$137			Submittal
Utility Extension Agreements – Water		\$114	\$114	Submittal and in monthly billings
Wireless Communication Facility	\$68			Submittal
Fire Protection Sprinkler Systems				
	Single Family	Commercial		Due At
16- 50 heads	\$114	\$114		Submittal
51-100 heads	\$182	\$182		Submittal
101 - 1,000 heads	\$342	\$456		Submittal
over 1,000 heads	--	\$2,394		Submittal

^A This fee is charged when the scope of work requires Fire review.

3. Inspection Fee Schedule: Table 16 is used to calculate the fees for Fire Department inspections.

Table 16 – Fire Inspections				
Type	Flat	Hourly Rate	Deposit	Due At
Commercial Construction – major		\$114	\$228	Issuance and in monthly billings
Commercial Construction – medium	\$228			Issuance
Commercial Construction – minor	\$114			Issuance
Fixed Fire Suppression System	\$228			Issuance
Smoke Control System		\$114	\$570	Issuance and in monthly billings
Tenant Improvement ^A	\$228			Issuance

^AThis fee is charged when the scope of work requires Fire inspection.

4. Fire Alarm Device Inspection Fees: Table 17 is used to calculate the inspection fee for fire alarm devices based on valuation. A device is any system component intended or designed to initiate a signal, whether it be automatic or manual, as part of a fire alarm system. The inspection fee is due at issuance.

Table 17 – Fire Alarm Inspection Fees	
Total Valuation	Fee
Pre-wire	\$114

Table 17 – Fire Alarm Inspection Fees	
<u>Total Valuation</u>	<u>Fee</u>
up to \$500	\$137
\$501 to \$2,000	\$137 for the first \$500 plus \$3.80 prorated for each additional \$100 up to and including \$2,000 plus .60 per device
\$2,001 to \$25,000	\$194 for the first \$2,000 plus \$13.00 prorated for each additional \$1,000 up to and including \$25,000 plus .70 per device
\$25,001 to \$50,000	\$497 for the first \$25,000 plus \$11.75 prorated for each additional \$1,000 up to and including \$50,000 plus .70 per device
\$50,001 to \$100,000	\$791 for the first \$50,000 plus \$8.00 prorated for each additional \$1,000 up to and including \$100,000 plus .70 per device
\$100,001 and above	\$1,191 for the first \$100,000 plus \$6.00 prorated for each additional \$1,000 plus .70 per device

5. Fire Protection Sprinkler Systems: Table 18 is used to calculate the inspection fee for water or chemical nozzle fire protection sprinkler systems. The inspection fee is due at issuance.

Table 18 – Fire Protection Sprinkler Systems	
<u>Number of Heads</u>	<u>Fee</u>
1-15	\$182
16-50	\$228
51-100	\$308 plus .95 each head over 50
101-1,000	\$456 plus .80 for each head over 100
1,001 and above	\$1,938 plus .75 for each head over 1,000

6. Miscellaneous Inspections: Table 19 is used to calculate the fees for miscellaneous inspections.

Table 19 - Miscellaneous Inspections			
<u>Type</u>	<u>Per Hour</u>	<u>Minimum Fee</u>	<u>Due</u>
Plan review resulting from changes to approved plans on applications types with other than hourly billing (in addition to the normal fees associated with a change in scope of work)	\$114	.5 hour	At revision issuance

Type	Per Hour	Minimum Fee	Due
Inspection outside normal hours (in addition to the normal inspection fee)	\$114	2 hours	Within 5 days of notification
Reinspection fee (in addition to the normal inspection fee)	\$114	1 hour	Within 5 days of notification

Section 12. Land Use Fees

1. Scope: The fees established here apply development services by the Land Use section in the Department of Planning and Community Development.

2. Certificate of Occupancy Inspections: The landscape inspection for the temporary or final certificate of occupancy is charged at the appropriate hourly rate.

3. Review Fee Schedule: Table 20 is used to calculate the fees for Land Use review of an application.

Type	Flat	Hourly Rate	Deposit	Due At
Boundary Line Adjustment		\$128	\$384	Submittal and in monthly billings
Bridle Trails Tree Removal - Major	\$192			Submittal
Bridle Trails Tree Removal - Minor	\$64			Submittal
Child care registration	\$193			Submittal
Clearing & grading – SEPA		\$128	\$640	Submittal and in monthly billings
Clearing & grading- commercial		\$128	\$256	Submittal and in monthly billings
Commercial construction – medium		\$128	\$256	Submittal and in monthly billings
Commercial construction – major		\$128	\$1,024	Submittal and in monthly billings
Commercial construction – minor	\$230			Submittal
Comprehensive Plan Amendment		\$128	\$1,920	Submittal and in monthly billings
Conditional Use		\$128	\$1,920	Submittal and in monthly billings
Critical Areas		\$128	\$1,024	Submittal and in monthly billings

Table 20 - Land Use Review Fees				
Type	Flat	Hourly Rate	Deposit	Due At
Demolition	\$166			Submittal
Demolition with SEPA		\$128	\$256	Submittal and in monthly billings
Design Review		\$128	\$4,608	Submittal and in monthly billings
Detention Vault	\$90			Submittal
Environmental Impact Statement		\$128	\$4,608	Submittal and in monthly billings
Home Occupation	\$755			Submittal
Land Use Approval Amendment		\$128	\$1,920	Submittal and in monthly billings
Land Use Code Exemption – major		\$128	\$384	Submittal and in monthly billings
Land Use Code Exemption – minor	\$256			Submittal
Land Use Code Interpretation		\$128	\$256	Submittal and in monthly billings
Lot Combination		\$128	\$256	Submittal and in monthly billings
Mechanical ^A	\$128			Submittal
Noise – Amplified Sound	\$50			Submittal
Noise – Exemption Request	\$256			Submittal
Planned Unit Development		\$128	\$4,608	Submittal and in monthly billings
Plat – final		\$128	\$1,920	Submittal and in monthly billings
Plat – preliminary		\$128	\$4,608	Submittal and in monthly billings
Plat Infrastructure		\$128	\$512	Submittal and in monthly billings
Portable Building Foundation	\$102			Submittal
Predevelopment Services		\$128	\$256	Submittal and in monthly billings
Preliminary SEPA Determination		\$128	\$1,024	Submittal and in monthly billings
Rezone		\$128	\$1,024	Submittal and in monthly billings
Satellite Dish	\$128			Submittal

Table 20 - Land Use Review Fees				
Type	Flat	Hourly Rate	Deposit	Due At
Shoreline Exemption	\$230			Submittal
Shoreline Exemption – SEPA		\$128	\$256	Submittal and in monthly billings
Shoreline Substantial Development		\$128	\$640	Submittal and in monthly billings
Shoreline Variances		\$128	\$640	Submittal and in monthly billings
Shoring	\$102			Submittal
Short Plat – final		\$128	\$640	Submittal and in monthly billings
Short Plat – preliminary		\$128	\$1,024	Submittal and in monthly billings
Sign – temporary	\$230			Submittal
Sign – with Building Permit	\$448			Submittal
Sign Approval	\$320			Submittal
Single family – addition	\$269			Submittal
Single family – addition (quick review)	\$90			Submittal
Single family – new residence	\$640			Submittal
Single family – pool or spa	\$230			Submittal
Single family – shoreline		\$128	\$256	Submittal and in monthly billings
Status Letter	\$256			Submittal
Temporary Use	\$102			Submittal
Tenant Improvement ^A	\$166			Submittal
Variances		\$128	\$1,024	Submittal and in monthly billings
Vegetation – Commercial or Protected Area		\$128	\$256	Submittal and in monthly billings
Vendor Cart	\$512			Submittal
Wireless Communication Facility		\$128	\$640	Submittal and in monthly billings

^AThis fee is charged when the scope of work requires Land Use review.

4. Public Notice Signs: The cost of the legally required public notice signs will be borne by the applicant.

Section 13. Transportation Department Fees

1. Scope: The fees established here apply to development services by the development review, survey, and right-of-way use sections of the Transportation Department.

2. Additional Fees and Charges: In addition to the fees established herein, applicants will pay location-specific traffic impact fees as established by separate ordinance.

3. Development Review Fee Schedule: Table 21 is used to calculate fees for the review of applications by the development review section of the Transportation Department.

Table 21- Transportation Development Review Fees				
Type	Flat	Hourly Rate	Deposit	Due At
Boundary Line Adjustment		\$131	\$66	Submittal and in monthly billings
Clearing & Grading – commercial		\$131	\$131	Submittal and in monthly billings
Commercial Construction – major		\$131	\$655	Submittal and in monthly billings
Commercial Construction – medium		\$131	\$66	Submittal and in monthly billings
Comprehensive Plan Amendments		\$131	\$66	Submittal and in monthly billings
Conditional Use – all subtypes except “Communications”		\$131	\$1,310	Submittal and in monthly billings
Conditional Use - shoreline		\$131	\$131	Submittal and in monthly billings
Design Review		\$131	\$3,275	Submittal and in monthly billings
Detention Vaults	\$105			Submittal
Environmental Impact Statement		\$131	\$4,716	Submittal and in monthly billings
Land Use Approval Amendment		\$131	\$262	Submittal and in monthly billings
Planned Unit Developments – with and without platting ^A		\$131	\$2,620	Submittal and in monthly billings
Plat Infrastructure		\$131	\$655	Submittal and in monthly billings
Predevelopment Services		\$131	\$262	Submittal and in monthly billings

Type	Flat	Hourly Rate	Deposit	Due At
Preliminary SEPA Determination		\$131	\$262	Submittal and in monthly billings
Rezone		\$131	\$66	Submittal and in monthly billings
Shoring		\$131	\$66	Submittal and in monthly billings
Short Plat – final		\$131	\$131	Submittal and in monthly billings
Short Plat – preliminary ^A		\$131	\$655	Submittal and in monthly billings
Subdivision – final		\$131	\$262	Submittal and in monthly billings
Subdivision – preliminary ^A		\$131	\$1,310	Submittal and in monthly billings
Variance	\$52			Submittal

^AA fee of \$247 per lot will be charged at submittal to cover the cost of Survey review.

4. Traffic Model Run Fee: The fee for each traffic model run, which provides information used to analyze the traffic impacts of a proposed development, is \$1,840. The model run will not be processed until the fee is paid.

5. Right-of-Way Use Review Fee Schedule: Table 22 is used to calculate the fee for the review of applications by the right-of-way use section of the Transportation Department.

Type	Flat	Hourly Rate	Deposit	Due at
Type A ^A	\$105			Submittal
Type B	\$131			Submittal
Type C	\$183			Submittal
Type D	\$131			Submittal
Type M Quarterly ^B	\$66			Monthly billings
Type M Site ^B	\$66			Monthly billings
Antennas in ROW	\$79			Submittal
Conditional Use ^C		\$131	\$131	Submittal and in monthly billings
Demolition	\$52			Submittal
Predevelopment Services		\$131	\$66	Submittal and in monthly billings

Table 22 – Right-of-Way Use Review				
Type	Flat	Hourly Rate	Deposit	Due at
Single Family – New Residence	\$105			Submittal
Temporary Use	\$39			Submittal

^AFees waived for Block Parties

^BAll review fees for franchise utilities will be billed on monthly basis no matter what type of application.

^CThis fee is charged when the scope of work requires Right-of-Way Use review.

6. Inspection Fee Schedule: Table 23 is used to calculate fees for Transportation Department inspections. The fees are due at issuance and in monthly billings.

Table 23 - Transportation Inspections and other Fees				
Type	Flat	Hourly Rate	Deposit	Due At
Commercial Construction – major		\$131	\$0	Issuance and in monthly billings
Commercial Construction – medium		\$131	\$0	Issuance and in monthly billings
Planned Unit Development		\$131	\$0	Submittal and in monthly billings
Plat - final		\$131	\$0	Submittal and in monthly billings
Plat Infrastructure – short plat		\$131	\$0	Issuance and in monthly billings
Plat Infrastructure – plat		\$131	\$0	Issuance and in monthly billings
Short Plat – final		\$131	\$0	Submittal and in monthly billings
Signal Crews		\$131	\$0	Issuance and in monthly billings
Type B		\$131	\$66	Issuance and in monthly billings
Type C		\$131	\$66	Issuance and in monthly billings
Type D		\$131	\$66	Issuance and in monthly billings
Type M Site ^A		\$131	\$0	Monthly billings

^AAll inspection fees for franchise utilities will be billed on monthly basis no matter what type of application.

7. Additional Fees and Charges for Right-of-Way Use: In addition to the review and inspection fees established herein, Table 24 is used to calculate additional fees and charges.

Table 24 – Additional Fees and Charges for Right of Way Use		
Type	Fee	Due At
Street Cut Fee ^A		
Less than 100 sq. feet or less than 100 linear feet	\$54	Issuance
More than 100 sq. feet or more than 100 linear fee for each 100 feet	\$110	Issuance
Lease Fees	1% of the market value of the encumbered square feet	per Month
Police Escort (minimum 4 hours per officer, actual time charged in excess of 4 hours)	Current rate established by union contract	Issuance and in monthly billings

^AFees doubled for streets less than 24 months old.

8. Reimbursement: In addition to the fees established herein, the applicant will reimburse the City for the actual costs of work performed by the City, or contractors employed by the City, to repair or replace damages.

Section 14. Utility Department Fees

1. Scope: The fees established here apply to development services by the Utility Department and to the installation of water services.

2. Review Fee Schedule: Table 25 is used to calculate fees for the review of applications by the Utilities Department.

Table 25– Utility Review Fees				
Type	Flat	Hourly Rate	Deposit	Due At
Boundary Line Adjustment	\$86			Submittal
Clearing & Grading		\$108	\$54	Submittal and in monthly billing
Clearing & Grading with SEPA	\$54			Submittal
Commercial Construction – medium	\$108			Submittal
Commercial Construction –	\$65			Submittal

