



GENERAL GOVERNMENT FEE SCHEDULE SPECIAL AND MISCELLANEOUS SERVICES

Effective Date: January 12, 2010
(Authorized by Amended Resolution No. 37970, adopted January 12, 2010)

** Previous legislative history follows at the end of this document.*

This fee schedule summarizes special fees not otherwise provided for by ordinances of the City of Tacoma or statutes of the State of Washington. Copies of records and documents requested by the public are provided at cost of reproduction. The furnishing of records and documents is subject to RCW Chapters 42.17 and 42.56.

Ref. No.	Originating Department	Description of Service to be Furnished	Exemptions	Fee	Fee Collected By
1.	Community and Economic Development	Film production permit		\$50.00	Community and Economic Development
2.	Community and Economic Development	Comprehensive Plan Amendments and Land Use Regulatory Code Revisions.	<p>A. Fee is not applicable to City of Tacoma general government departments except for the utilities</p> <p>B. Fee is not applicable to Neighborhood Councils or Business Districts with formal written approval submitted to the City by duly elected Board of Directors or community groups involved in ongoing, long-range, planning studies with the Economic Development Department</p>	\$1,200 per application	Community and Economic Development
3.	Community and Economic Development/Historic Preservation	Landmarks Commission Design Review	<p>A. Fees shall be charged only once per project and once fees have been paid no other fees shall be charged for subsequent reviews of the same project during that duration, except for projects that fall under 'B'</p> <p>B. New fees may be charged for subsequent applications for review if the previous application has been denied by a vote of the Landmarks Commission</p> <p>C. General Government-funded City Departments and agencies of the Federal Government are exempt</p>	<p>Scale: Single Family: \$25 per \$1000 of estimated project cost (to be determined by applicant); Commercial: \$30 per \$1000</p> <p>1. Minimum charge per review is \$50 for residential and \$100 for commercial</p> <p>2. Maximum charge per review: for commercial projects \$2000; for residential projects: \$500</p> <p>3. Maximum charge per review: for commercial projects \$2000; for residential projects: \$500</p>	Community and Economic Development

Ref. No.	Originating Department	Description of Service to be Furnished	Exemptions	Fee	Fee Collected By
4.	Community and Economic Development/Historic Preservation	Landmarks Commission sign review (signs, awnings, canopies, exterior lighting)	<p>A. Fees shall be charged only once per project and once fees have been paid no other fees shall be charged for subsequent reviews of the same project during that duration, except for projects that fall under 'B'</p> <p>B. New fees may be charged for subsequent applications for review if the previous application has been denied by a vote of the Landmarks Commission</p> <p>C. General Government funded City Departments and agencies of the Federal Government are exempt</p>	\$100 per application	Community and Economic Development
5.	Community and Economic Development/Historic Preservation	Review fee for the demolition of properties listed on the Tacoma Register of Historic Places or contributing properties in local historic special review districts	<p>A. Demolitions of garages and other accessory structures in the North Slope Historic Special Review District are exempt from demolition fees for garage demolitions</p> <p>B. Demolition of noncontributing buildings and structures in local special review historic districts</p> <p>C. General Government funded City Departments and agencies of the Federal Government are exempt.</p>	\$1500 per application	Community and Economic Development
6.	Community and Economic Development/Historic Preservation	Review of nominations to the Tacoma Register of Historic Places	Nominations initiated by Neighborhood Councils or the City (including City Council Members)	\$100 flat fee	Community and Economic Development
7.	Community and Economic Development/Historic Preservation	Review of Special Tax Valuation Applications		\$100 for single family projects; \$300 for commercial	Community and Economic Development

Ref. No.	Originating Department	Description of Service to be Furnished	Exemptions	Fee	Fee Collected By
8.	Finance	Biennial Budget	City departments, educational institutions, other governmental entities, banks holding bonds or performing in a trustee role for the City's indebtedness, rating agencies, City of Tacoma residents, and bondholders	\$40.00	Finance
9.	Finance	Capital Facilities Program		\$60.00	Finance
10.	Finance	Comprehensive Annual Financial Report (CAFR)	City departments, educational institutions, other governmental entities, banks holding bonds or performing in a trustee role for the City's indebtedness, rating agencies, City of Tacoma residents, and bondholders	\$50.00	Finance
11.	Hearing Examiner	Reproduction of Hearing Examiner's tapes		\$2.00/tape	Hearing Examiner
12.	Human Resources	Copy of Personnel Rules		\$2.00	Human Resources
13.	Information Technology/Cable Communications and Franchise Services/CityNet	Satellite downlink conference room		\$250/3 hours	Cable Communications and Franchise Services
14.	Information Technology/Cable Communications and Franchise Services	Videoconferencing Service		Regular Business Hours: \$100/hr per site for first hour; billed in 30-minute increments at \$50/each half-hour thereafter Other hours: Min. of \$150/hr per site for first hour; billed in 30-minute increments at \$75 per each half-hour thereafter	Cable Communications and Franchise Services
15.	Information Technology/Cable Communications and Franchise Services	Videoconferencing Service DVD/VHS Recording		\$20.00	Cable Communications and Franchise Services
16.	Information Technology/Cable Communications and Franchise Services	Videoconference Service Rehearsal		\$50 per half-hour rehearsal time	Cable Communications and Franchise Services

Ref. No.	Originating Department	Description of Service to be Furnished	Exemptions	Fee	Fee Collected By
17.	Information Technology/Graphic Services	General Government telephone directory		\$12.00	Graphic Services
18.	Information Technology/TV Tacoma	Candidates' statements for Video Voters' Pamphlet	Candidates meeting Auditor's determination of indigence	\$100 studio taping \$50 teleprompter \$50 replay of Primary for General Election	TV Tacoma
19.	Information Technology/TV Tacoma	<u>Platinum</u> – Exclusive Program Sponsor Monthly fee - 6 mo. min. Annual fee		\$1,000 \$12,000	TV Tacoma
		<u>Gold</u> – Shared Program Sponsor Monthly fee - 6 mo. min. Annual fee		\$300 \$3,600	
		<u>Silver</u> – Supporting Sponsor Monthly fee - 3 mo. min. Annual fee		\$100 \$1,200	
20.	Information Technology/TV Tacoma	VHS Tapes (up to 2 hours) - may not be used for commercial use		\$20.00 each	TV Tacoma
		DVD (up to 2 hours) - may not be used for commercial use		\$20.00 each	
		BETA Dubs/Stock Fee, plus clip charge for <i>non-profit/non-commercial use</i> : 15 minute 30 minute 60 minute Clip fee		\$10.00 + clip fees \$20.00 + clip fee \$30.00 + clip fee \$20 flat rate	
		BETA Dubs/Stock Fee, plus shot fee for use in <i>for-profit productions</i> : 15 minute 30 minute		\$10.00 + shot fee \$20.00 + shot fee	

Ref. No.	Originating Department	Description of Service to be Furnished	Exemptions	Fee	Fee Collected By
		60 minute Shot Fee		\$30.00 + clip fee \$100 flat rate	
				Rush rates (less than 72 hour turn around) assessed at 150% of scheduled rate (BETA Dubs plus clip or shot fee).	
		Library Research Fee		Hourly staff rate including benefits times number of research hours	
21.	Legal	Tacoma Municipal Code (loose leaf)		\$90.00 (plus mailing costs) (supplements at cost)	City Clerk
22.	Legal	Copy of City Charter		\$3.00	City Clerk
23.	Legal	Preparation of verbatim transcript		\$28.00/hour	City Clerk
24.	Legal	Reproduction of City Council audio tapes		\$2.00/tape	City Clerk
25.	Legal	Electronic document or audio file copied to CD		\$5.00/CD	City Clerk
26.	Police Department	Testimony of officer in civil court case	Discretionary waiver by Chief of Police for exceptional cases, [i.e., attorneys acting <u>pro bono</u> (without payment)]	Same as Item 29 except it will be a two-hour minimum charge	TPD Budget & Finance
27.	Police Department	Service of process	Court-determined indigents	Service per person \$12.00 Return services \$10.00 Mileage \$.50/mile round trip.	TPD Budget & Finance
28.	Police Department	Tacoma Police Range Use		8 a.m. to 6 p.m. \$55.00/hour 6 p.m. to 10 p.m. (weekends) \$110.00/hour	TPD Budget & Finance

Ref. No.	Originating Department	Description of Service to be Furnished	Exemptions	Fee	Fee Collected By
29.	Police Department	Civil interviews, on-duty, off-duty or first day off, one (1) hour minimum charge for all occurrences. If interviews occur on or beyond an officer's second day off, there will be a two (2) hour minimum charge. First hour's fee must be paid in advance	Discretionary waiver by Chief of Police for exceptional cases, [i.e., attorneys acting <u>pro bono</u> (without payment)]		TPD Budget & Finance
		Police Chief		\$180.00 (\$133 per additional hour)	
		Assistant Chief		\$169 (\$127 per additional hour)	
		Captain		\$135 (\$101 per additional hour)	
		Lieutenant		\$118 (\$88 per additional hour)	
		Sergeant		\$89 (\$66 per additional hour)	
		Detective		\$85 (\$64 per additional hour)	
		Police Officer Specialist		\$81 (\$61 per additional hour)	
		Police Officer		\$77 (\$58 per additional hour)	
		Forensics Supervisor		\$85 (\$64 per additional hour)	
		Forensics Specialist		\$77 (\$58 per additional hour)	
30.	Police Department	Special Events, off-duty four (4) hour minimum	City-sponsored events that have such a provision in a written agreement; Events put on by the City		
		Police Officer		\$55.00/hour	
		Supervisor		\$60.00/hour	
		Commander		\$70.00/hour	

Ref. No.	Originating Department	Description of Service to be Furnished	Exemptions	Fee	Fee Collected By
31.	Public Works	Ordinance 27231 Adopting the 2003 International Building Code, International Residential Code, International Existing building Code, Uniform Plumbing Code, International Mechanical Code and Amending TMC 2.17 Board of Building Appeals		\$4.77 plus sales tax	Public Works Permit Counter
32.	Public Works/ Asset Management	Preparation of deeds and easements		\$150.00	Asset Management
33.	Public Works/ Asset Management	Release of easements		\$250.00	Asset Management
34.	Public Works/ Asset Management	Processing of permits to use City real property		\$200.00	Asset Management
35.	Various General Government Departments	Copies of ordinances; resolutions; Administrative Code; minutes of meetings of City Council, boards, commissions and committees; Hearing Examiner's reports and files; legal documents such as easements, deeds, contracts; financial and miscellaneous reports and other public records; copies of bound documents	<p>A. No fee to be charged for Tax & License copies of ordinances or specific codes applicable to City Business and Occupation Taxes, Admissions Taxes, or Gross Earning Tax</p> <p>B. No fee to be charged to applicant for one copy of ordinance or specific code, if requested at time of obtaining any type of city business license or permit</p> <p>No fee to be charged for copies of ordinances and resolutions prior to consideration at the Council meeting</p>	<p>\$.15 per page, per side, up to 8.5" x 14"</p> <p>Per page cost may be increased to actual costs where staff salaries, benefits, or other general administrative or overhead costs directly relate to the copying of public records and exceed \$.15 per page; requester of bound document will be charged the cost to send to outside vendor to unbind, copy and rebind</p>	Legal, City Treasurer, Finance, Human Resources, Public Works, Community and Economic Development, and other departments, as applicable

Ref. No.	Originating Department	Description of Service to be Furnished	Exemptions	Fee	Fee Collected By
36.	Various General Government Departments	Printed address labels on computer labels		\$.01/label	Information Technology, City Treasurer, Finance, Human Resources, Public Works, Community and Economic Development, as applicable
37.	Various General Government Departments	Copying of City data to electronic media		\$47.75/hour	Information Technology, City Treasurer, Finance, Human Resources, Public Works, Community and Economic Development, as applicable

● History of Legislation related to this document:

- Authorized by Amended Resolution No. 37970, 01/12/10
- Amended by Resolution No. 36804, 03/21/06
- Authorized by Resolution No. 36447, 03/08/05
- Authorized by Resolution No. 36384, 12/14/04
- Authorized by Resolution No. 36317, 10/12/04
- Amended by Resolution No. 35658, 10/15/02
- Amended by Resolution No. 34255, 12/15/98
- Amended by Resolution No. 33520, 10/22/96
- Amended by Resolution No. 32187, 5/11/93
- Amended by Resolution No. 32075, 2/2/93
- Authorized by Resolution No. 31680, 3/17/92
- Amended by Resolution No. 31879, 9/18/92