

Master Fee Resolution

Fee Type	CHMC Section	Amount
Chapter 1.15		
Development Agreement Fee	Section 1.15.080	\$5,000.00 (non-refundable fee) plus actual costs incurred by the City for hiring outside consultants, including, but not limited to, attorneys
Chapter 3.28		
Utility Tax Appeal Fee	Section 3.28.110	\$500.00 (non-refundable fee) plus actual costs incurred by the City for hiring outside consultants, including, but not limited to, attorneys
Chapter 4.01		
Witness Fee	Section 4.01.100	\$10.00 per day, plus mileage in the amount set by RCW 43.03.060 Expert witnesses may be paid in excess of this amount only upon prior agreement between the City and the Expert Witness
Juror Service Fee	Section 4.01.110	\$10.00 per day, plus mileage in the amount set by RCW 43.03.060
Case Filing	Section 4.01.120	\$31.00 per case
Transcript of Judgment	Section 4.01.120	\$6.00 per judgment
Certifying any document on file	Section 4.01.120	\$5.00 per document plus \$0.10 per page for copies
Preparing the record of a case for appeal to Superior Court	Section 4.01.120	\$40.00 per case, plus Superior Court Filing Fee
Duplication of part or all of the electronic tape of a proceeding	Section 4.01.120	\$10.00 per tape
Probation Fee	Section 4.01.120	\$50.00 per month
Stop Payment Fee for Court Issued Checks	Section 4.01.120	\$25.00 per check
Non-Sufficient Funds Fee for Returned Checks	Section 4.01.120	\$25.00 per check
Vehicle Impound Hearing Fee	Section 4.01.120	\$31.00 per case
Proof of Insurance / Administrative Dismissal	Section 4.01.120	\$25.00 per case

Fee Type	CHMC Section	Amount
Electronic Home Detention	Section 4.01.120	\$25.00 set-up, plus \$105.00 per week, unless another amount is set by Court order
Work Release	Section 4.01.120	\$25.00 set-up, plus \$20.00 per day, unless another amount is set by Court order
Day Detention	Section 4.01.120	\$10.00 per day, unless another amount is set by Court order
Failure to Respond	Section 4.01.125	\$25.00 for parking cases \$47.00 for infraction cases
Chapter 5.04		
		All permits referred to in Chapter 5.04 are considered to be a Business License as described in Chapter 5.18
Chapter 5.12		
Cable Franchise	Section 5.12.200	\$2,000.00
Section 1. Chapter 5.16		
Peddler's Permit	Section 5.16.030(D)	\$27.00 (non-refundable)
Permit Appeal Fee	Section 5.16.080	\$500.00 (non-refundable)
Section 2. Chapter 5.18		
Business License	Section 5.18.080 (A)	\$25.00 (non-refundable), plus the Washington State service/handling charge – Not Prorated for partial year
Business License Renewal	Section 5.18.090 (A)	\$25.00 (non-refundable), plus the Washington State service/handling charge – Not Prorated for partial year
Business License Late Charge	Section 5.18.090 (B)	\$10.00 (non-refundable), plus the Washington State service/handling charge
Council Appeal Fee	Section 5.18.100 (B)	\$500.00 (non-refundable), plus actual costs incurred by the City for hiring outside consultants, including, but not limited to, attorneys

Fee Type	CHMC Section	Amount
Section 3. Chapter 8.14		
False Alarm Fee	Section 8.14.040	\$75.00 second response \$150.00 each succeeding response
Section 4. Chapter 8.30		
Variance Application to Chapter 8.30	Section 8.30.190	\$500.00 (non-refundable), plus actual costs incurred by the City for hiring outside consultants, including, but not limited to, attorneys
Chapter 8.32		
Portable Storage Containers	Chapter 8.32	\$75.00
Chapter 10.48		
Special Permit-Oversized Vehicles (Over 40' in Length)	Section 10.48.100	\$50.00

Chapter 12.08

Street Opening Permit:
Application and Processing
Fee

Section 12.08.030

\$200 (non-refundable)

Additional Review &
Inspection Fees:

(1) When more than 1
Inspection is required

(1) \$75.00 per inspection

(2) Additional plan review
required by complexity of,
changes, additions or revisions
to the initial plan submittal

(2) Additional plan review
\$75.00 per hour when
reviewed by a full-time
City employee or the actual
cost to the City for
consultant's time to review
the application plus \$50.00.

Pavement Intrusion Fees:

(3) Less than or equal to 15 sq.
ft. or 10 lineal ft.

(3) \$750*

(4) Greater than 15 sq. ft. or
10 lineal ft.

(4) \$750 plus \$100 per sq. ft.
over 15 sq. ft. or 10 lineal
ft.*

*For intrusions into pavement
less than 2 years old the
intrusion fee is tripled

*For intrusions into pavement
less than 5 years but greater
than 2 years old, the
intrusion fee is doubled.

For utility or road work
resulting from City or City-
requested projects, the
above fees are waived.

Section 5. Chapter 12.14

Permit Type:	Type A	Type B	Type C	Type D	Type E
Application Fee:	<p>\$200.00 (non-refundable) plus actual costs incurred by the City in processing the permit.</p> <p>However, the decision-maker has the discretion to reduce or waive the application fee based upon the amount of time expended reviewing and processing the application and the City supervision resulting from the use</p>	<p>\$200.00 (non-refundable) plus actual costs incurred by the City in processing the permit</p>	<p>\$200.00 (non-refundable) plus actual costs incurred by the City in processing the permit</p> <p>For driveways \$100.00 (non-refundable), plus actual costs incurred by the City in processing the permit</p>	<p>\$200.00 (non-refundable) plus actual costs incurred by the City in processing the permit</p>	<p>\$2,500.00 (non-refundable)</p> <p>See Below</p>

Section 6. Chapter 12.14 (continued)

Permit Type:	Type A	Type B	Type C	Type D	Type E
<p>Permit fees for Type A through D Public Place Use Permits shall be determined by the City Administrator on a case by case basis after considering the location, amount of right-of-way used, length of time for the permit, type of facility and overall scope and scale of the permit.</p>					<p>Public Place Use Permit Fee for siting a WCF within the City shall be established based upon the criteria set forth under Chapter 17.77 below. (CHMC Sections 12.14.110 and 17.77.080)</p> <p>For All Other Type E Permits, the fee shall be as negotiated by the parties, taking into consideration the following factors:</p> <ul style="list-style-type: none"> (1) the amount of space within a public place (linear or otherwise) that the applicant is using under the permit; (2) the length of time the applicant will be using the public place; (3) the use of concealment technology to minimize the effects of the use proposed; (4) any benefits or in-kind contributions provided to the City; (5) the effect of the use on the current and future stability and maintenance costs of the public place; and (6) The costs of administering the permit, including monitoring and inspections (see below for inspection fees).
<p>Other Inspections and Fees:</p>	<ol style="list-style-type: none"> 1. Inspections outside of normal business hours (minimum charge - two hours): \$150.00 per hour* 2. Additional plan review required by changes, additions or revisions to plans \$75.00 per hour* when reviewed by a full-time City employee or the actual cost to the City for consultant's time to review the application plus \$50.00. <p>* Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.</p>				
<p>Public Place Use Permit Appeal Fee</p>	<p>Section 12.14.090</p>			<p>\$500 (non-refundable fee) plus actual costs incurred by the City for hiring outside consultants, including, but not limited to, attorneys</p>	

Fee Type	CHMC Section	Amount
<i>Chapter 15.04</i>		
Pre-Application Conference	Section 15.04.050 D Section 15.04.060 E Section 19.02.001	<p>\$100 paid prior to meeting for a 1-hour meeting (minimum amount)</p> <p>Additional \$50/hr for meetings in excess of 1 hour</p> <p>\$100 of the pre-paid amount will be a credit towards the plan check fee if a complete application for a building permit is received within 60 days of the pre-application meeting.</p>
Final Inspection Fee	Section 15.04.050 J Section 15.04.060 J	\$150 base fee plus \$75/hr for actual staff time. Fee to be paid prior to final inspection.
Address Change Fee	Section 15.04.050 J Section 15.04.060 J	\$150.00

Fee Type	CHMC Section	Amount
Chapter 15.04 (Continued)		
(1) Building Permit Fee (2) Over-the-Counter Window Replacement Permits (See guidelines below)	Section 15.04.050 F Section 15.04.060 F Section 15.04.070 B	(1) See Building Permit Fee Schedule – Table 1 (2) \$100 permit; \$75 re-inspection fee – all other non-eligible project elements see Building Permit Fee Schedule – Table 1
Building Plan Review Fee Expedited Plan Review Fee (1)	Section 15.04.050 F Section 15.04.060 F Section 15.04.070 B	See Building Permit Fee Schedule – Table 1 (1) Double the permit review fee – Guaranteed review w/in 2 weeks
Demolition Permit Fee	Chapter 15.07	\$250.00 for projects less than \$50,000 \$500.00 for projects \$50,000 or more
Appeal Fee	Section 15.04.050 N Section 15.04.060 N	\$500.00 (non-refundable) plus actual costs incurred by the City for hiring outside consultants, including, but not limited to, attorneys
<u>Grading Plan Review Fees</u> (1) 50 cubic yards or less (40 m ³) (2) Over 50 cubic yards	Section 15.04.050 F Section 15.04.060 F Section 15.10.010 Section 19.01.003	(1) \$25.00 Base fee for the first 50 cubic yards (2) \$0.25 for each additional cubic yard or fraction thereof in addition to the base fee
<u>Other Inspections and Fees:</u> (1) Inspections outside of normal business hours (2) Re-Inspection Fee (15.04.050 K – 15.04.060 K) (3) Inspections for which no fee is specifically indicated (4) Additional plan review required by changes, additions or revisions to plans (5) For use of outside consultants for the plan review, checking and inspections (15.04.050 H – 15.04.060 H) (6) Roof Sheathing permit and inspection fee	Section 15.04.050 F Section 15.04.060 F	(1) \$75.00 per hour* (Minimum charge - two hours) (2) \$75.00 per hour* (Minimum charge - two hours) (3) \$75.00 per hour* (Minimum charge - one-hour) (4) Additional plan review \$75.00 per hour* when reviewed by a full-time City employee or the actual cost to the City for consultant's time to review the application plus \$50.00. (5) Actual Cost** (6) \$150 for permit and 2 inspections * Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved. ** All consultant costs to the City plus \$50.00 for administrative overhead.

<u>Previously Issues Permits</u> - Destroyed building prior to occupancy (1) Plan Check Fees (2) Building Permit Fees	Section 15.04.060 C1d	(1) \$100.00 Base fee plus \$50 per hour for the actual time spent on the review. (2) See Building Permit Fee Schedule – Table 1
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Over-the-Counter Window Replacement Permits

• WINDOW REPLACEMENT APPLICATIONS

Simple window and sliding glass door replacements can be permitted over-the-counter with the following fees:

- \$100 Fee
- \$75 for 2nd or subsequent final inspection fee

• PROJECTS WITH MORE THAN WINDOW REPLACEMENT

- A project with a new window location, a change in a window's size (either larger or smaller), a new skylight or any other matters normally requiring a building permit are not eligible for an over-the-counter permit and will be processed according to the City's building permit requirements/fees
- Projects that have both eligible over-the-counter window replacements and other items requiring a regular building permit will be handled as follows:
 - The window only replacement element will be handled as an over-the-counter permit as outlined above (\$100 regardless of value)
 - The non-eligible over-the-counter project elements will require a building permit and any appropriate documentation/fees associated with that request.

Chapter 15.04 (continued)

<u>Mechanical Permit Fee</u>		<u>Permit Issuance:</u>
	Section 15.04.050 F Section 15.04.060 F	
<u>Permit Issuance:</u>		
(1) For the issuance of each permit		(1) \$50.00
<u>Unit Fee Schedule:</u>		<u>Unit Fee Schedule:</u>
(1) For the installation or relocation of each re-circulating hot water central heating system, including vents or flues		(1) \$85.00
(2) For the installation or relocation of each gravity-type or forced air central heating system		(2) \$55.00
(3) For the installation or relocation of each hot water heating system		(3) \$55.00
(4) For the installation or relocation of each heat pump with air conditioning supplement		(4) \$85.00
(5) For the installation or relocation of each unit heater, fireplace, log lighter		(5) \$55.00
		(6) \$45.00
(6) For the installation or relocation of gas range or other appliance, piece of equipment or system which is regulated by this code but not set forth in the above categories or for which no other fee is listed in this Section		(7) \$10.00
(7) For the installation or relocation of each exhaust fan or appliance vent		(8) See Building Permit Fee Schedule – Table 1
(8) For installation of any single unit or system with an input in excess of 150,000 BTU		

Fire Life/Safety Inspection Fee	Section 15.04.070.F	\$25.00 (non-refundable), to be paid to the third party performing the work
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Chapter 15.10

Adjustment and Variance Criteria	Section 15.10.070 B	\$1,500.00 (non-refundable), plus actual costs incurred by the City for hiring outside consultants, including, but not limited to, attorneys and engineering consultants
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Inspection Fees	Section 15.10.110 D	Storm inspections relating to pre-construction, construction and final inspection are included as part of the building permit. \$75.00 per hour (Minimum charge - two hours) for storm inspections after the facility has received a final inspection
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Chapter 16.10

Boundary Line Adjustment Application	Section 16.10.040	\$750.00 (non-refundable), plus actual costs incurred by the City for hiring outside consultants, including, but not limited to, attorneys (to the extent such costs exceed the application fee)
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Appeals of Boundary Line Adjustment	Section 16.10.100	\$500.00 (non-refundable), plus actual costs incurred by the City for hiring outside consultants, including, but not limited to, attorneys
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Chapter 16.12		
Short Plat Application	Section 16.12.020	\$1,500.00 (non-refundable), plus actual costs incurred by the City for hiring outside consultants, including, but not limited to, attorneys (\$50.00 deposit per lot)
Appeal of Short Plat	Section 16.12.130	\$500.00 (non-refundable), plus actual costs incurred by the City for hiring outside consultants, including, but not limited to, attorneys (\$50.00 deposit per lot)
Chapter 16.16		
Preliminary Plat	Section 16.16.070	\$1,500.00 (non-refundable), plus actual costs incurred by the City for hiring outside consultants, including, but not limited to, attorneys, plus the rezone fee, if required. (\$50.00 deposit per lot)
Chapter 16.20		
Final Plat	Section 16.20.050	\$500.00 (non-refundable), plus actual costs incurred by the City for hiring outside consultants, including, but not limited to, attorneys (\$50.00 deposit per lot)
Chapter 16.36		
Plat Amendment	Section 16.36.010	\$1,500.00 (non-refundable), plus actual costs incurred by the City in hiring outside consultants, including, but not limited to, attorneys
Chapter 17.04.330		
Original Grade Analysis		\$250.00 (non-refundable), for the staff to certify original grade per property
Chapter 17.10		
Conditional Use Permit	Section 17.10.020	\$1,500.00 (non-refundable), plus actual costs incurred by the City in hiring outside consultants, including, but not limited to, attorneys

Chapter 17.37		
Permit for fences over 6 feet in height	Section 17.37.035	Fee based on value of the project as outlined in 15.04.010 - See Building Permit Fee Schedule – Table 1
Chapter 17.38		
Arborist Initial Assessment Arborist Report Fee	Section 17.38.030 B 1 Section 17.38.030 C 1	\$0 \$350.00 (non-refundable) Plus actual costs incurred by the City @ \$85/hr if either report takes more than 3 hours to prepare.
View Obstruction Application Consultant Deposit	Section 17.38.030 C 2 Section 17.38.030 C 2	<u>Application:</u> \$3,000.00 (non-refundable) <u>Deposit:</u> 3,500.00 Plus actual costs incurred by the City for hiring outside consultants, including, but not limited to, attorneys.
Tree Owner's Expense Deposit	Section 17.38.030 C 2	\$750.00 (deposit), for use by tree owner for consultants, including, but not limited to, arborist, geotech and appraiser.
Chapter 17.39		
Accessory Dwelling Units	Section 17.39.040	\$150.00, plus actual recording and filing costs
Chapter 17.48		
Swimming Pool Construction Permit	Sections 17.48.030	Fee based on value of the project as outlined in 15.04.010 - See Building Permit Fee Schedule – Table 1
Chapter 17.50		
Antenna Permits	Section 17.50.030	\$100.00, plus Building Permit Fee Schedule – Table 1
Special Exception	Section 17.50.060	\$250.00 (non-refundable), plus actual costs incurred by the City in hiring outside consultants, including, but not limited to attorneys
Chapter 17.56		
Sign Permit	Sections 17.56.040	See Building Permit Fee Schedule – Table 1

<i>Chapter 17.72</i>		
Application for Variance	Section 17.72.100	\$1,500.00 (non-refundable fee) plus actual costs incurred by the City for hiring outside consultants, including, but not limited to, attorneys
Application for Interpretation	Section 17.72.060 (C1)	\$1,500.00 (non-refundable) plus actual costs incurred by the City for hiring outside consultants, including, but not limited to, attorneys
City Council Appeal Fee	Section 17.72.060 (C2)	\$500.00 (non-refundable) plus actual costs incurred by the City for hiring outside consultants, including, but not limited to, attorneys
<i>Chapter 17.76</i>		
Application for Rezone	Section 17.76.010	\$1,500.00 (non-refundable) for each petition (one petition for each parcel of land), plus actual costs incurred by the City in hiring outside consultants, including, but not limited to, attorneys

<i>Chapter 17.77</i>		
Applications		
Public Place Use Permit - Application for siting a WCF within the City	Sections 12.14.110 and 17.77.050	\$2,500.00 non-refundable
Permits		
Public Place Use Permit Fee for siting a WCF within the City	Sections 12.14.110 and 17.77.080	The Public Place Use Permit Fee for siting a WCF within the City shall be established based upon the following criteria: (1) the permit fee shall not create a barrier to entry for the Wireless Communications Provider; (2) the permit fee shall not have the effect of discriminating between Providers of similar service; and (3) The permit fee shall be reflective of the actual costs of administering the permit, including hiring of outside consultants or use of City Attorney services.
Variance		
Application for Variance	17.77.110(G)	\$3,000.00 non-refundable, plus actual costs incurred by the City for hiring outside consultants, including, but not limited to, attorneys
<i>Chapter 17.80</i>		
Notice of Violation Appeal Fee	Section 17.80.014 (E)	\$250.00 (non-refundable) plus actual costs incurred by the City in hiring outside consultants, including, but not limited to, attorneys
<i>Chapter 18.04</i>		
Environmental Review (SEPA)	Section 18.04.310	\$250.00 (non-refundable)

Chapter 19.06

Closed Record Appeal		\$500.00 (non-refundable), plus actual costs incurred by the City for hiring outside consultants, including, but not limited to, attorneys \$1,500.00 Transcript Deposit
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Chapter 19.08

Application for Comprehensive Plan Amendment	Section 19.08.040	\$500.00 (non-refundable) for each petition (one petition for each parcel of land), plus actual costs incurred by the City in hiring outside consultants, including, but not limited to, attorneys
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PUBLIC RECORDS REQUESTS FEE SCHEDULE

Paper copies of ordinances, resolutions, or findings	First copy free; all others \$0.15 per page
Paper copies of all other records	\$0.15 per page
Scanning	\$0.10 per page
On-site inspection of documents	No Cost
Distribution via digital storage device (e.g., CD, DVD, or thumb drive)	<ul style="list-style-type: none"> • \$0.05 for every four files attached or uploaded, • \$0.10 per gigabyte of uploaded data, and • The actual cost of any digital storage media (e.g., CD-R, DVD, or thumbdrive).
Distribution via email, cloud-based data storage service, or other means of electronic delivery	<ul style="list-style-type: none"> • \$0.05 for every four files attached or uploaded and • \$0.10 per gigabyte of transmitted data.
Distribution via mail	<ul style="list-style-type: none"> • The actual cost of envelopes or other packaging and • The actual cost of shipping or postage.

NOTES:

1. The costs above may be combined to the extent that more than one charge applies to a request.
2. Pursuant to RCW 42.56.120, the City may impose a customized service charge in addition to the charges outlined above for responses requiring information technology expertise to prepare data compilations or to provide customized access services.
3. The City may charge a flat fee of up to \$2.00 for a request as an alternative to the fees above if the City reasonably estimates that the fees for the request under this fee schedule will exceed \$2.00.
4. The City may, in its discretion, choose to waive fees for small requests. The Clyde Hill Police Department will waive fees when it provides case reports and other Police Department records documenting criminal incidents to the victim of a crime documented in the records. The Police Department may also waive fees for records delivered electronically.
5. The City may enter into alternative fee agreements with requestors under RCW 42.56.120(4) that provide for different fees or clarify the timing and specifics of fee payments. Any such agreements must be in writing and signed by both parties.
6. Copying and scanning of paper documents larger than 11" x 17" or other unusual documents requires use of an off-site vendor. The City may also, in its discretion, use an outside vendor for large or complex copying or scanning jobs when it would be more efficient to do so. When the City uses an off-side vendor for copying or scanning, the City will charge the requestor the actual cost of the services rendered. The City will either: (1) pay the vendor directly and seek reimbursement from the requestor before producing the requested copies; (2) arrange for the requestor to pay the vendor directly through an alternative fee arrangement (see Note 5); or (3) require prepayment from the requestor by providing an estimate cost and either reimbursing the requestor or seeking reimbursement from the requestor for any discrepancy between the estimate and final cost.
7. City shall not use a requestor's digital storage device to copy records onto, the reason being that the City wants to avoid contracting viruses and other types of malware that might be present on such devices. The City will instead provide a new digital storage device and charge the requestor accordingly.
8. Any other item not specifically provided for in this list will be charged at a rate that will reimburse the City for its cost of duplicating the item.

City of Clyde Hill

BUILDING PERMIT FEE SCHEDULE - TABLE 1

Less than \$2,000	\$100
\$2,001 - \$25,000	\$100 for the first \$2,000 plus \$17.30 for each additional \$1,000, or fraction thereof to and including \$2,000
\$25,001 - \$50,000	\$483 for the first \$25,000 plus \$12.56 for each additional \$1,000, or fraction thereof to and including \$25,000
Greater than \$50,000	\$797.50 for the first \$50,000 plus \$8.66 for each additional \$1,000, or fraction thereof to and including \$50,000

Other Fees:

1. Plan review fees in addition to building permit fees are assessed at a rate of 65% of the calculated building permit fee.