

**RESOLUTION NO. 445**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CLYDE HILL, WASHINGTON, UPDATING THE MASTER FEE RESOLUTION.

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**WHEREAS**, the City Council has determined that all fees established in the Clyde Hill Municipal Code should be centralized and incorporated into a single resolution to be updated on a regular basis; and

**WHEREAS**, certain regulations relating to intrusions or cuts into the City's right-of-way or paved roads have recently been modified necessitating modifications to the fee schedule for Chapter 12.08 of the Municipal Code; **NOW, THEREFORE**,

**THE CITY COUNCIL OF THE CITY OF CLYDE HILL, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:**

**Section 1.** Repeal of Prior Master Fee Resolution. Resolution No. 443 is hereby repealed.

**Section 2.** Adoption of Fees by Reference to Exhibits. The City Council hereby adopts the schedule of fees for the various actions, permits, applications, and appeals which are described on Exhibit A and Exhibit B, which are incorporated herein by this reference as if set forth in full.

**Section 3.** Costs and Expenses. In addition to the fees set forth in this Resolution, the City shall be entitled to recover from the applicant any and all costs and expenses incurred by the City related to the application, including, but not limited to, outside consultants and attorneys' fees.

RESOLVED this 10<sup>th</sup> day of February 2009.

APPROVED:

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MAYOR, GEORGE S. MARTIN

ATTEST/AUTHENTICATED:

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CITY CLERK, MITCHELL WASSERMAN

FILED WITH THE CITY CLERK:  
PASSED BY THE CITY COUNCIL:  
RESOLUTION NO. 445

<b>Fee Type</b>	<b>CHMC Section</b>	<b>Amount</b>
<b><i>Chapter 3.28</i></b>		
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
<b><i>Chapter 4.01</i></b>		
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
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

<b>Fee Type</b>	<b>CHMC Section</b>	<b>Amount</b>
Failure to Respond	Section 4.01.125	\$25.00 for parking cases \$47.00 for infraction cases
<b><i>Chapter 5.04</i></b>		
Home Occupation Permit	Section 5.04.010	\$25.00 annually
Home Occupation Appeal Fee	Section 5.04.020	\$200.00 (non-refundable fee) plus actual costs incurred by the City for hiring outside consultants, including, but not limited to, attorneys
Family Day Care Permit	Section 5.04.030(A)(2)	\$25.00 annually
Adult Family Home Permit	Section 5.04.030(B)(1)	\$25.00 annually
<b><i>Chapter 5.12</i></b>		
Cable Franchise	Section 5.12.200	\$2,000.00
<b><i>Chapter 5.16</i></b>		
Peddler's Permit	Section 5.16.030(D)	\$25.00 (non-refundable)
Permit Appeal Fee	Section 5.16.080	\$100.00 (non-refundable)
<b><i>Chapter 8.14</i></b>		
False Alarm Fee	Section 8.14.040	\$75.00 second response \$150.00 each succeeding response
<b><i>Chapter 10.48</i></b>		
Special Permit-Oversized Vehicles (Over 40' in Length)	Section 10.48.100	\$50.00

**Chapter 12.08**

<p><b>Street Opening Permit:</b>  <u>Application and Processing Fee</u></p> <p><u>Additional Review &amp; Inspection Fees:</u></p> <p>(1) When more than 1 Inspection is required</p> <p>(2) Additional plan review required by complexity of, changes, additions or revisions to the initial plan submittal</p> <p><u>Pavement Intrusion Fees:</u></p> <p>(3) Less than or equal to 15 sq. ft. or 10 lineal ft.</p> <p>(4) Greater than 15 sq. ft. or 10 lineal ft.</p>	<p>Section 12.08.030</p>	<p>\$200 (non-refundable)</p> <p>(1) \$50.00 per inspection</p> <p>(2) Additional plan review \$60.00 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> <p>(3) \$750*</p> <p>(4) \$750 plus \$100 per sq. ft. over 15 sq. ft. or 10 lineal ft.*</p> <p>*For intrusions into pavement less than 2 years old the intrusion fee is tripled</p> <p>*For intrusions into pavement less than 5 years but greater than 2 years old, the intrusion fee is doubled.</p> <p>For utility or road work resulting from City or City-requested projects, the above fees are waived.</p>
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**Chapter 12.14**

<b>Permit Type:</b>	<b>Type A</b>	<b>Type B</b>	<b>Type C</b>	<b>Type D</b>	<b>Type E</b>
Application Fee:	<p>\$100.00 (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>\$100.00 (non-refundable) plus actual costs incurred by the City in processing the permit</p>	<p>\$100.00 (non-refundable) plus actual costs incurred by the City in processing the permit</p> <p>For driveways \$50.00 (non-refundable), plus actual costs incurred by the City in processing the permit</p>	<p>\$100.00 (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>

**Chapter 12.14 (continued)**

Permit Type:	Type A	Type B	Type C	Type D	Type E
					<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"> <li>(1) the amount of space within a public place (linear or otherwise) that the applicant is using under the permit;</li> <li>(2) the length of time the applicant will be using the public place;</li> <li>(3) the use of concealment technology to minimize the effects of the use proposed;</li> <li>(4) any benefits or in-kind contributions provided to the City;</li> <li>(5) the effect of the use on the current and future stability and maintenance costs of the public place; and</li> <li>(6) The costs of administering the permit, including monitoring and inspections (see below for inspection fees).</li> </ul>
<p>Other Inspections and Fees:</p>	<ol style="list-style-type: none"> <li>1. Inspections outside of normal business hours (minimum charge - two hours): \$50.00 per hour*</li> <li>2. Additional plan review required by changes, additions or revisions to plans \$60.00 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.</li> </ol> <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>				

Public Place Use Permit Appeal Fee	Section 12.14.090	\$250 (non-refundable fee) plus actual costs incurred by the City for hiring outside consultants, including, but not limited to, attorneys
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Fee Type	CHMC Section	Amount
<b>Chapter 15.04</b>		
(1) Building Permit Fee (2) Over-the-Counter Window Replacement Permits	Section 15.04.010 (section 108)	(1) See Exhibit B (2) \$75 permit; \$50 re-inspection fee – all other non-eligible project elements see Exhibit A below
Building Plan Review Fee	Section 15.04.010 (Section 108)	See Exhibit B
Demolition Permit Fee	Chapter 15.07	\$250.00
Appeal Fee	Section 15.04.010 (Section 112)	\$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 <sup>3</sup> )  (2) Over 50 cubic yards	Section 15.04.010 (Section 108)	(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 (15.04.010 – 109.4.11)  (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		(1) \$50.00 per hour* (Minimum charge - two hours) (2) \$50.00 per hour* (Minimum charge - two hours) (3) \$50.00 per hour* (Minimum charge - one-hour) (4) Additional plan review \$60.00 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**  * 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.

**Chapter 15.04 (continued)**

<b><u>Mechanical Permit Fee</u></b>	Section 15.04.010 (Section 108)	<b><u>Permit Issuance:</u></b>
<u>Permit Issuance:</u>		
(1) For the issuance of each permit		(1) \$25.00
<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) 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		(6) \$45.00
(7) For the installation or relocation of each exhaust fan or appliance vent		(7) \$10.00
(8) For installation of any single unit or system with an input in excess of 150,000 BTU		(8) See Exhibit B

<b>Chapter 15.08</b>		
Variance Application to Chapter. 15.08	Section 15.08.250	\$200.00 (non-refundable), plus actual costs incurred by the City for hiring outside consultants, including, but not limited to, attorneys
<b>Chapter 16.10</b>		
Boundary Line Adjustment Application	Section 16.10.040	\$500.00 (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)
Appeals of Boundary Line Adjustment	Section 16.10.100	\$200.00 (non-refundable), plus actual costs incurred by the City for hiring outside consultants, including, but not limited to, attorneys
<b>Chapter 16.12</b>		
Short Plat Application	Section 16.12.020	\$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	\$200.00 (non-refundable), plus actual costs incurred by the City for hiring outside consultants, including, but not limited to, attorneys (\$50.00 deposit per lot)
<b>Chapter 16.16</b>		
Preliminary Plat	Section 16.16.070	\$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)

<b>Chapter 16.20</b>		
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)
<b>Chapter 16.36</b>		
Plat Amendment	Section 16.36.010	\$200.00 (non-refundable), plus actual costs incurred by the City in hiring outside consultants, including, but not limited to, attorneys
<b>Chapter 17.10</b>		
Conditional Use Permit	Section 17.10.020	\$200.00 (non-refundable), plus actual costs incurred by the City in hiring outside consultants, including, but not limited to, attorneys
<b>Chapter 17.37</b>		
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 Exhibit B
<b>Chapter 17.38</b>		
View Obstruction/Tree Removal	Section 17.38.030	<u>Application:</u> \$300.00 (non-refundable), plus actual costs incurred by the City for hiring outside consultants, including, but not limited to, attorneys. <u>Deposit:</u> \$500.00
Appeal of View Obstruction	Section 17.38.080	\$100.00 (non-refundable), plus actual costs incurred by the City for hiring outside consultants, including, but not limited to, attorneys
<b>Chapter 17.39</b>		
Accessory Dwelling Units	Section 17.39.040	\$150.00, plus actual recording and filing costs
<b>Chapter 17.48</b>		
Swimming Pool Construction Permit	Sections 17.48.030	Fee based on value of the project as outlined in 15.04.010 - See Exhibit B

<b>Chapter 17.50</b>		
Antenna Permits	Section 17.50.030	\$100.00, plus building permit fee - See Exhibit B
Special Exception	Section 17.50.060	\$200.00 (non-refundable), plus actual costs incurred by the City in hiring outside consultants, including, but not limited to attorneys
<b>Chapter 17.56</b>		
Sign Permit	Sections 17.56.040	See Exhibit B.
<b>Chapter 17.72</b>		
Application for Variance	Section 17.72.100	\$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)	\$200.00 (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)	\$200.00 (non-refundable) plus actual costs incurred by the City for hiring outside consultants, including, but not limited to, attorneys
<b>Chapter 17.76</b>		
Application for Rezone	Section 17.76.010	\$250.00 (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

<b>Chapter 17.77</b>		
<b>Applications</b>		
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
<b>Permits</b>		
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.
<b>Variance</b>		
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
<b>Chapter 17.80</b>		
Notice of Violation Appeal Fee	Section 17.80.014 (E)	\$200.00 (non-refundable) plus actual costs incurred by the City in hiring outside consultants, including, but not limited to, attorneys
<b>Chapter 18.04</b>		
Environmental Review (SEPA)	Section 18.04.310	\$250.00

<b>Chapter 19.06</b>		
Closed Record Appeal	Section 19.06.004	\$200.00 (non-refundable), plus actual costs incurred by the City for hiring outside consultants, including, but not limited to, attorneys

<b>Chapter 19.08</b>		
Application for Comprehensive Plan Amendment	Section 19.08.040	\$250.00 (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

**Public Records Requests**  
**(See Resolution No. 438)**

<b><i>Public Records</i></b>	<b><i>Cost</i></b>
Accident reports/case reports	Each page \$.15
Audio Duplications	\$15.00 per tape or CD
Computer printout, per page cost – B & W	Each page \$.15
Copies, standard or legal - Color	Each Page \$.50
Copies, standard or legal – B & W	Each page \$.15
<u>City of Clyde Hill Maps:</u> (1) Address Maps - Color: (2) Address Map: 18 x 24 – B & W (3) Address Map: 24 x 36 – B & W (4) Address Map: 36 x 52 – B & W (4) Storm Drain Map – B & W	(1) Actual City Cost (2) \$1.50 (3) \$3.00 (4) \$5.00
Ordinances, Resolutions or Findings	First copy free; all others \$.15 per page
<u>Plat Maps:</u> (1) As-built, prints (a) 18 x 24 (b) 8½ x 11 (2) As-built, Mylars (18 x 24) (3) As-built, Sepia (18 x 24)	(1) (a) \$15.00 (b) \$.15 per page (2) \$25.00 (3) \$15.00
Construction Blueprints (copies)	\$5.00 – per sheet
<b>NOTE:</b> Any other item not specifically enumerated on this list will be charged at a rate that will reimburse the City's total cost of duplicating that item.	

## **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:

- \$75 Fee
- \$50 2<sup>nd</sup> 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 (\$75 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. Fees for the project will be based on the value of the project as defined by the Clyde Hill Municipal Code. Over-the-counter eligible projects valued at less than \$1,500 will be billed on an hourly basis, not to exceed \$125, for both the plan review and the permit/inspection fee. Non over-the-counter eligible projects valued at more than \$1,500, will be billed according to the City's approved building permit fee schedule.