

**CITY OF SULTAN
WASHINGTON
RESOLUTION NO. 21-25**

**A RESOLUTION OF THE CITY OF SULTAN, WASHINGTON,
ESTABLISHING FEES, FINES, PENALTIES AND CHARGES FOR
SERVICES PROVIDED BY THE CITY FOR FISCAL YEAR 2022.**

WHEREAS, the City Council of the City of Sultan has determined it is in the best interest of the City of Sultan to provide a single, efficient and convenient listing of all fees, fines, penalties, interest and charges for permits, services applications and filing fees; and

WHEREAS, such a listing will better facilitate the updating and uniform review of all such fees, fines, penalties, interest and charges on a periodic basis; and

WHEREAS, ordinances adopted by the City Council throughout the year require fees, fines, penalties, interest and charges for service set by resolution; and

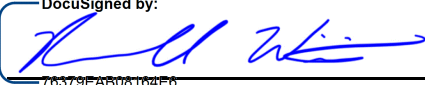
WHEREAS, Resolution 21-03 adopted the fee schedule for 2021; and


WHEREAS, staff is performing a full audit of the fee schedule which will be completed later in 2022,

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

Section 1. The attached document entitled "City of Sultan 2022 Fee Schedule" is hereby adopted by reference and the fees, fines, penalties, interest and charges for services not otherwise set by separate ordinance will be effective January 1, 2022.

PASSED AND ADOPTED this 2nd day of December 2021.

DocuSigned by:

76379EAB08169E6...
Russell Wiita, Mayor

DocuSigned by:
ATTEST:

95FC34C461FC42E...
Tami Pevey, City Clerk



City of Sultan

2022

FEE SCHEDULE

Approved by Resolution 21-25

FEEES CANNOT BE WAIVED EXCEPT BY FORMAL ACTION BY THE CITY COUNCIL

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LAND USE PERMIT FEE DEFINITIONS

Base Fee, City Staff Review:

Land use applications require filing of a base fee to cover costs of the particular type of application. The base fee is charged for review and processing of the application by city staff and is not refundable in whole or in part. This fee covers the initial city staff review and one follow-up review for a total of two reviews. If repeat reviews beyond the initial and the first follow-up review are required to complete processing the application, the city will require filing of an additional review fee in the amount of 40% of the base fee for each review in excess of the first two. **All listed fees are the base fee (plus additional fees).**

If a project is typically charged a base fee but city staff is not able to review the application due to time constraints or the complexity of the proposal, the city and the applicant may mutually agree to convert the city staff reviews to a consultant review. If city staff has not begun the review, all of the base fee will be converted to a "Direct Cost" and placed into a consultant account. If city staff has begun the review and it is determined that a consultant is needed, eighty percent (80%) of the base fee will be converted to a "Direct Cost" for consultant activity.

Per Hour Fee, City Staff On-Site Inspection:

City staff conducts certain in-house plan review and on-site inspections of construction of utilities, roads and other facilities. These services are charged for on a per-hour basis of \$47.42. Hours expended are documented and processed through the Planning Director for billing to the applicant or other responsible party.

Direct Cost, Consultant Review and Administrative Fee (DC):

The city may engage a consultant to review an application on behalf of the City (Geotech, Environment, Biologist, Planner, Engineer, Construction Inspector, etc.). The retainer or estimate is payable at the time of application to provide the initial funds that the city will use to pay the consultant for initial review of the application.

The Consultant will keep records of time and cost and submit this accounting to the city on a regular basis. The fee is based on the amount billed by the consultant through the city to the applicant. An administrative fee of 15% fee will be applied to the direct cost for handling consultant accounts. If the consultant review fee and administrative fee charges deplete the retainer to within 20% of the original fee collected, the city will inform the applicant that additional funds are needed to replenish the account to continue the consultant review process. The amount requested by the city for continued review will be the amount reasonably estimated to complete review of the application. The city shall submit monthly payment invoices to the applicant and the applicant shall make payment within four (4) weeks after the submittal of each approved invoice. If the applicant fails to submit the additional funds, review of the application will be suspended.

If the applicant objects to all or any portion of any invoice, it shall so notify city of the same within five (5) days from the date of receipt and shall pay that portion of the invoice not in dispute. The parties shall immediately make every effort to settle the disputed portion. Review of an application will be suspended during a fee dispute.

If funds remain in the account once the consultant has completed review, the city will apply its administrative fee, reconcile the account and refund the remaining balance to the applicant.

City Engineer Plan Review (CE)

Certain project types require the use of the City Engineer or equivalent to review the project. The fee for the City Engineer is a flat fee added to the permit fee if the review is conducted by an appointed City Engineer or passed through to the applicant under the same process as other Direct Costs if a consultant is used. An administrative fee of 15% fee will be applied to the direct cost for use of a consulting City Engineer.

Hearing Examiner (HE)

Certain project approvals and appeals require the use of the Hearing Examiner to act as the decision maker. The fee for the Hearing Examiner is passed through to the applicant under the same process as other Direct Costs. An administrative fee of 15% fee will be applied to the direct cost for use of the Hearing Examiner.

LAND USE PERMIT FEES**3rd Party Review**

CE: City Engineer (fee if staff is used; otherwise direct cost applies)	\$2,500.00 or \$2,500.00 retainer
DC: Direct Cost, Consultant Review and Administrative fee	\$2,500.00 retainer
HE: Hearing Examiner Public Hearing.....	\$1,500.00 retainer
If Developer Contacts City Contract Consultant.....	15% administration fee + DC

Variances and Special Permission

Variance \$2,000.00 + HE

Site Plan Approval

Apartment/Multi-Family Development.....	\$2,000.00 + \$100.00 per unit
Condominium Town Home.....	\$2,000.00 + \$200.00 per lot
Mobile Home Park	\$1,500.00 + \$100.00 per lot
Model Homes in Approved Preliminary Plats.....	\$500.00 per Unit + \$100.00 per subdivision
Site Plan Review without another land use approval	\$1,000.00
<i>Lot Averaging, Special Residential Uses, Manufactured Homes, Non-Residential Uses, Drive-Thrus, Split Use, RV Parks, Parking Standards, Infill</i>	
Site Plan/Landscaping/Inspection/ Re-Inspections.....	\$105.00 per inspection

Appeals

Administrative Appeal to Hearing Examiner or Board of Adjustments.....	\$500.00 + HE
Appeals of Type 3 and 4 decisions (to superior court).....	\$500.00+ DC
Appeal of Impact Fees (a second appeal requires the HE fee).....	\$250.00
Hearing Examiner Reconsideration.....	\$500.00 + HE

Impact Fees

Park Impact Fees	\$3,175.00 per dwelling unit
Park Impact Administrative Fee.....	\$35.00 each unit
School Impact Fees May be required by the School District at building permit application, check with school 360.793.9800	
Traffic Impact Fees.....	\$8,787.00 per peak hour trip
Traffic Impact Administration Fee.....	\$35.00 or 1% of the fee whichever is greater

Lot Creation and Consolidation

Boundary Line Adjustment (BLA).....	\$1,000.00
Short Plat Subdivision – (2-9 lots)	
Preliminary.....	\$2,000.00 + \$100.00 unit/lot + CE
Final.....	\$1,000.00 + \$100.00 unit/lot
Long Plat Subdivision (10+ lots)	
Preliminary.....	\$3,000.00 + \$100.00 unit/lot + CE
Final.....	\$1,500.00 + \$100.00 unit/lot
Binding Site Plan, Small Scale (2-9 lots)	
Preliminary.....	\$2,000.00 + \$100.00 unit/lot + CE
Final.....	\$1,000.00 + \$100.00 unit/lot
Binding Site Plan, Large-Scale	
Preliminary.....	\$3,000.00 + \$100.00 unit/lot + CE
Final.....	\$1,500.00 + \$100.00 unit/lot

Wireless Communication Facility

Administrative use <60' Wireless facility.....	\$500.00
Conditional use >60' Wireless facility, residential zone, unscreened tower.....	\$1,000.00 + HE

Adjustments

Short Plat – Minor Adjustment.....	\$750.00
Subdivision – Minor Adjustment.....	\$1,000.00
Major Adjustment requiring Hearing Examiner.....	\$1,500.00

Comprehensive Plan Changes

Annexation

Election.....	\$1,500.00 + DC
Petition.....	\$2,500.00 + DC
Each Revised Petition Application submitted within 24 months of initial application.....	\$750.00 + DC
Comp Plan Docket Request.....	\$250.00
Comprehensive Plan Amendment (may also require a map change).....	\$1,000.00 + HE + DC
Map Changes/Rezoning.....	\$1,000.00 + DC
Zoning Code Amendments.....	\$1,000.00 + DC

Use Permits

Administrative Condition Use Permit.....	\$500.00 + DC
Conditional Use Application (non-shoreline) includes site plan review.....	\$1,500.00 + HE + DC

Environmental Permits

Critical Area Review of Application/Consultant Report.....	\$500.00 + DC
Flood Hazard Area Development Permit	
Without a Structure.....	\$75.00
With a Structure.....	\$150.00
Geological Hazard Area Development Review.....	\$500.00 + DC
Reasonable Use Allowance for Streams/Wetlands/Slopes/Geo-hazard.....	\$500.00 + DC
Steep Slope Development Review.....	\$500.00 + DC
Vegetation Removal Permit.....	\$100.00

SEPA--Threshold Determinations

Short Subdivisions	
0 to 9 Lots.....	\$700.00
Subdivisions	
10 to 20 Lots.....	\$800.00
21 to 50 Lots.....	\$900.00
51 to 100 Lots.....	\$1,000.00
Greater than 100 Lots.....	\$1,500.00
Commercial Urban Center and Highway Oriented Development Zoning or Commercial Building Permits and Multiple Family Construction in any zone	
0 to 2 Acres.....	\$700.00
3 to 10 Acres.....	\$800.00
11 to 20 Acres.....	\$900.00
Greater than 20 Acres.....	\$1,500.00
Industrial Economic Development Zoning	
0 to 2 Acres.....	\$700.00
3 to 10 Acres.....	\$900.00
11 to 20 Acres.....	\$1,100.00
Greater than 20 Acres.....	\$1,500.00
Threshold Determinations for all Other Project Actions not specifically listed.....	\$1,000.00
SEPA--EIS Review.....	\$1,000.00 + DC

Shoreline Substantial Development Permits	
\$2,500 to \$10,000 Valuation.....	\$500.00
\$10,001 to \$50,000.....	\$750.00
\$50,001 to \$250,000.....	\$1,500.00
\$250,001 to \$1,000,000.....	\$2,500.00
Over \$1,000,000 (plus .1% of projected value).....	\$3,000.00 + 1%

For Conditional Use Permit,.....	\$938.00 + HE
For Variance,.....	\$882.00 + HE
Pre-Substantial Review.....	\$225.00
Shoreline Exemptions.....	\$400.00
Shoreline Substantial Development Permit Amendment	80% of the fee under this schedule

Miscellaneous

Critical Area Signs (Each).....	\$50.00
Code Interpretation.....	\$250.00
Concurrency Determination	
To reserve capacity (transportation, parks, water and sewer).....	\$250 + DC
Non-binding concurrency determination (does not reserve capacity).....	\$250.00
Development Agreement	\$1,000.00
Land Use Address Mailing Review – First 50.....	\$100.00
51+.....	\$.50 each additional
Map Reproduction.....	DC
Pre-Application Process: (50% fee credited for an application submitted within 90 days of pre-app)	
Pre-Application Conference– 1 st Hour.....	\$400.00 + DC
Pre-Application Conference Additional Hours.....	\$150.00
Public Notice Fee and Posting.....	\$100/notice + \$100/retainer towards publication + DC of publication
Public Notice Land Use Sign (Each).....	\$50.00
Recording Fee.....	\$100.00 + DC
Technology Fee.....	.3% of total permitting costs
Zoning Verification Letter	\$250.00

BUILDING PERMIT FEES**WORK BEGUN OR COMPLETED BEFORE PERMIT ISSUANCE****Permit Fees Double**

Note: Plan Review Fees are due at time of application and are non-refundable. Building Permit Fees are due at issuance. Building Permit Fees shall be determined using building gross area, times the square foot construction cost as determined by the International Code Council, Section 109.2 and 109.3.

Table 1-A Building Permit Fees

Valuation in dollars	Fee in dollars
\$1 to \$500	\$24
\$501 to \$2,000	\$24 for the first \$500; plus \$3 for each additional \$100 or fraction thereof, up to and including \$2,000
\$2,001 to \$40,000	\$69 for the first \$2,000 plus \$11 for each additional 1,000 or fraction thereof, up to and including \$40,000
\$40,001 to \$100,000	\$487 for the first \$40,000; plus \$9 for each additional \$1,000 or fraction thereof, up to and including \$100,000
\$100,001 to \$500,000	\$1,027 for the first \$100,000; plus \$7 for each additional \$1,000 or fraction thereof, up to and including \$500,000
\$500,001 to \$1,000,000	\$3,827 for the first \$500,000; plus \$5 for each additional \$1,000 or fraction thereof, up to and including \$1,000,000
\$1,000,001 to \$5,000,000	\$6,327 for the first \$1,000,000; plus \$3 for each additional \$1,000 or fraction thereof, up to and including \$5,000,000
\$5,000,001 and over	\$18,327 for the first \$5,000,000; plus \$1 for each additional \$1,000 or fraction thereof

Plan Review and Permit Processing Fees

Description	Fee or Rate
Plan review fees on all building permits requiring review unless listed below	65% of building permit fees (Standard Plan Review Fee)
Plan review fees on Commercial Plumbing and Mechanical permits requiring review	40% of plumbing or mechanical fees
Plan review fees for work done outside normal business hours shall be the normal fee plus an hourly fee with a minimum of two hours on weekdays and four hours on weekends	\$105.00 per hour or total hour cost incurred, whichever is greatest. Includes wages, benefits, overhead, supervision and equipment used.
Processing fee on all permits not requiring plan review	\$31.25
Additional plan review required by changes, additions or revisions to approved plans	\$105.00 per hour
Plan review fees for residential plans to be used as a "Basic Plan" for multiple construction of identical plan	100% of building permit fees
Plan review fees for residential plans to be used for construction of additional residences after initial approval and filing of "Basic Plan" *	20% of standard plan review fee

* For subdivisions over 8 lots, developers intending to construct multiples of the same unit using the "Basic Plan" discount, must file two different "Basic Plan" applications to provide the community with a minimal degree of aesthetic variation in residential developments. For subdivisions over 12 lots, developers must file at least three "Basic Plans" to be provided the "Basic Plan" discount.

Other Fees

Outsource Plan Review and Inspections.....\$1,000.00 + DC

State Building Code Council surcharge fee \$4.50 per permit plus \$2.00 per each additional dwelling unit over one. Exempt from the fee are plumbing, electrical, mechanical permits, permits issued to install a mobile/manufactured home, commercial coach or factory built structure or permits issued pursuant to the International Fire Code.

Mechanical

Air Conditioning Unit < 100 Btu/h.....	\$25.00
Air Conditioning Unit > 100 Btu/h.....	\$40.00
Air Conditioning Unit > 500 Btu/h.....	\$52.00
Air Handling Units.....	\$15.60
Base Mechanical Fee.....	\$25.00
Boiler – for installation and relocation	
Up to 3 hp/100,000 BTUs.....	\$26.00
Over 3 to 15 hp/100,000 to 500,000 BTUs.....	\$41.65
Over 15 to 30 hp/500,000 to 1,000,000 BTUs.....	\$57.30
Over 30 to 50 hp/1,000,000 to 1,750,000 BTUs.....	\$72.95
Over 50 hp/over 1,750,000 BTUs.....	\$88.60
Clothes Dryers – Gas Fired.....	\$15.60
Condensers.....	\$20.00
Ductwork (drawings required).....	\$20.00
Evaporative Coolers.....	\$15.60
Exhaust Fans.....	\$15.60
Fireplace/Insert/Stove.....	\$15.60
Forced Air Heat < 100 Btu/h.....	\$25.00
Forced Air Heat > 100 Btu/h.....	\$40.00
Gas Fired AC < 100 Btu/h.....	\$25.00
Gas Fired AC > 100 Btu/h.....	\$40.00
Gas Fired AC > 500 Btu/h.....	\$52.00
Gas Piping 1-4 units.....	\$20.85
Gas Piping > 4 units.....	\$5.20
Heat Exchangers.....	\$15.60
Heat Pump.....	\$15.60
Hot Water Heat Coils.....	\$15.60
Miscellaneous Appliance (no other fee in schedule).....	\$20.85
Plan Review Fee with no plans.....	\$31.25
Range Hoods.....	25.00
Range/Cook top – Gas Fired.....	\$26.00
Refrigeration Unit < 10 Btu/h.....	\$25.00
Refrigeration Unit >100 Btu/h.....	\$40.00
Refrigeration Unit >500 Btu/h.....	\$52.00
Re-Inspection Fee (All).....	\$50.00
Amended Permit Fee.....	\$15.60
Unit Heaters < 100 Btu/h.....	\$25.00
Unit Heaters > 100 Btu/h.....	\$40.00
Wall Heaters – Gas Fired.....	\$25.00
Water Heater – Gas Fired.....	\$15.60

Plumbing

Additional Plan Review Fees.....	\$50.00
Alteration/Repair Piping.....	\$15.60
Backflow Assembly.....	\$26.00
Base Plumbing Fee.....	\$31.25
Bath/Shower Combo.....	\$15.60
Building Main Waste.....	\$25.00

Clothes Washer.....	\$15.60
Dishwasher.....	\$15.60
Drinking Fountain.....	\$15.60
Floor Drains.....	\$15.60
Grease Interceptor.....	\$100.00
Grease Trap.....	\$25.00
Hose Bibbs.....	\$15.60
Icemaker/Refrigeration.....	\$15.60
Kitchen Sink & Disposal.....	\$15.60
Laundry Tray.....	\$15.60
Lavatory.....	\$15.60
Medical Gas Piping < 5 inlets/outlets.....	\$60.00
Medical Gas Piping > 5 inlets/outlets.....	\$5.00
Miscellaneous Appliance (no other fee in schedule).....	\$20.85
Plan Review Fee with no plans.....	\$31.25
Pre-Treatment Interceptor.....	\$15.60
Re-Inspection Fee (All).....	\$50.00
Roof Drains.....	\$15.60
Shower (only).....	\$15.60
Sink (bar, service, etc.).....	\$15.60
Supplemental Permit Fee.....	\$15.60
Toilets.....	\$15.60
Urinal.....	\$15.60
Water Heater.....	\$15.60

COMMERCIAL PLUMBING AND MECHANICAL PERMITS ARE REQUIRED TO SUBMIT LINE DRAWINGS.

Other Inspections and Fees:

1. Inspections outside normal business hours – per hour.....\$100.00
(Minimum Charge 2 hours)
2. Re-inspection Fees – per Inspection.....\$50.00
3. Inspections for which no fee is specifically indicated – per hour.....\$50.00
4. Additional review required by changes, additions or revisions to plans – per hour.....\$105.00
(Minimum charge 1 hour)
5. Outside building services for plan checks.....\$1,000.00 deposit
Inspections or both..... 15% administrative fee + DC
6. Inspection of structures outside City limits that may be relocated
inside City limits.....\$500.00 deposit + DC

MISCELLANEOUS BUILDING PERMITS

Demolition Permit

Garage/Shed.....	\$50.00
Single Family Residence.....	\$150.00
Multi-family/Commercial.....	\$250.00

Fence Permit\$30.00

Fire Alarm Systems (IFC Section 907)

Comprehensive Fees for permit, review and inspection

Existing System

Tenant Improvement or System Modification

Number of Devices¹

1 – 2.....	\$75.00
3 – 5.....	\$125.00
6 – 10.....	\$175.00
11 – 20.....	\$225.00
21 – 40.....	\$300.00
41 – 100.....	\$375.00
101 – 200.....	\$475.00

New System

Number of Devices

1 – 100.....	\$350.00
101 – 200.....	\$475.00
>200.....	\$500.00 + \$50.00 per 100 additional devices

In addition to device (see footnote 1) fees shown, the following fees also apply:

FACP and/or Transmitter

Number of Devices (see footnote 1)

Replace.....	\$125.00
New.....	\$200.00

Fire Marshal

Fire Code Inspection.....	DC
Fire Investigation.....	DC
Annual Fire Inspection.....	DC

Fire Sprinkler Systems Table E (IFC Section 903)

Tenant Improvement or System Modification Commercial

Number of Devices ²

1 – 2.....	\$75.00
3 – 5.....	\$125.00
6 – 10.....	\$175.00
11 – 20.....	\$225.00
21 – 40.....	\$300.00
41 – 100.....	\$375.00
101 – 200.....	\$475.00
201 – 300.....	\$575.00
>300.....	\$600.00 + \$50.00 per 100 additional devices

New System – Commercial

Number of Sprinklers or Devices (see footnote 2)

¹ Note: All Central Station Monitoring must be UL or FM listed. Notification Appliances, Flow Switches, Supervisory Switches, Magnetic Door Hold-Open devices, Remote Annunciators, Pull Stations, Beam Detectors (each is one device) and other such devices.

² Devices include separate individual portions of a Fire Sprinkler System such as sprinklers, risers, valves and earthquake bracing but not including hangers.

1 – 100.....	\$375.00
101 – 200.....	\$475.00
201 – 300.....	\$600.00
>300.....	\$625.00 + \$50.00 per 100 additional devices

New System – Residential

Number of Sprinklers

1 – 10.....	\$175.00
11 – 25.....	\$225.00
26 +	\$275.00

*Non-required NFPA 13-D Systems Fee is 50% of the listed fees for voluntary installations.

Hood Suppression System

Pre-Engineered.....	\$125.00
Custom Engineered.....	\$275.00

Fireworks Stand

Stand plus one (1) on-site sign (RCW 70.77.555).....	\$100.00
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Flood

Elevation Certificate Review.....	\$50.00
Elevation Determination.....	\$50.00

Roofing

10 Squares or Less.....	\$35.00
11 to 25 Squares.....	\$45.00
Over 25 Squares.....	\$60.00
Inspection Fee.....	\$105.00

Sign Confiscation in Public Right-of-Way

First Sign.....	\$20.00
Thereafter (Each).....	\$40.00

Sign Permit Fee / Plan Check (Need Right of Way Permit)

Inspection Fee.....	\$105.00
Permanent Sign.....	\$25.00
Portable Sign Permit.....	\$25.00
Structural Review.....	\$50.00
Temporary Sign.....	\$25.00 per sign for each 30 days + \$50.00 deposit
.....	deposit is refundable if signs removed within 3 working days of permit expiration

Spray Booths (IFC 1504) and Industrial Ovens IFC Chapter 21)

Note: Separate Sprinkler Permit Required

Pre-Engineered with documents.....	\$150.00
Site-Built or used without documents.....	\$250.00
Industrial Oven.....	\$250.00

Standpipe Systems (IFC Section 905)

Class I, II or III New and Existing.....	\$150.00
Fire Pump - Each.....	\$300.00

Placement Mobile/Modular Placement

Commercial Industrial or Residential Development

Temporary Permit Deposit for Mobile.....	\$500.00 (refundable with conditions – Ord. 617)
Temporary Permit.....	\$125.00
Deposit (SMC 15.14.050).....	\$1,000.00 + DC
(Refundable if Mobile removed within one year)	
Temporary Permit (SMC 15.14.060).....	\$125.00

Renewal Fee.....	\$125.00
Permanent Placement Permit.....	\$500.00
Title Elimination (each).....	\$50.00

Tenant Improvement

New Commercial and/or Commercial Tenant Improvement

Change of Use Certificate of Occupancy

< 2,000 sq. ft.....	\$200.00
≥ 2,000 sq. ft.....	\$300.00

SPECIAL BUILDING INSPECTION FEES + CALCULATED REVIEW FEE

- A. A minimum investigation fee equal to the required permit fee shall be charged pursuant to the IBC.
- B. All FHA/VA and pre-move inspection within the City limits shall be \$140.00. An additional fee of \$.040 cents per mile shall be charged for inspections outside corporate limits.
- C. A Re-Inspection Fee of \$140.00 shall be charged under provisions of the IBC Section 305.

CIVIL PENALTIES / LAND USE ENFORCEMENT

Failure to Comply with Stop Work Order.....	Up to \$1,000.00 per violation + DC
Misdemeanor Conviction.....	\$250.00 per day per conviction + DC
Notice and Order to Abate (SMC 8.04.080).....	\$500.00 maximum per day/per violation
Penalty for violation of any land use ordinance by any person engaged in:	
Commercial Ventures.....	\$250.00 per day per violation + DC
Non Commercial Ventures.....	\$100.00 per day per violation + DC

PUBLIC WORKS FEES

WORK BEGUN OR COMPLETED BEFORE PERMIT ISSUANCE

Permit Fees Double

Cross Connection/Backflow Inspections and Certifications

Business/Residents are required to contract with a Licensed Backflow Assembly Tester (BAT) Yearly

First letter and First City of Sultan Staff Call or contact.....	free
Second call or contact and one thereafter to assure Backflow Device is tested.....	\$25.00

Driveway Permit Fee

Residential

Minimum 10 foot cut to a maximum of 20 foot cut.....	\$100.00
Non-Residential (per engineering/development plans).....	\$200.00 + DC
Culvert	\$150.00 + DC

Engineering Site Plan Review (Preliminary plat submittals)

City Engineer In-House Public Works Site Development Review.....	\$105.00 per hour
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SITE DEVELOPMENT FEES

Plan Review Fees - When a plan or other data are required to be submitted, a plan review fee shall be paid at the time of submitting plans and specifications for review. Separate plan review fees shall apply to retaining walls or major drainage structures as required elsewhere in this code. For the excavation and fill on the same site, the fee will be based on the volume of excavation or fill, whichever is greater.

Grading Plan Review Fees

Application Fee

Vegetation Removal Permit (Clearing but no Cut or Fill)	\$100
Type 1.....	\$150
Type 2 (10,000 cubic yards or less)	\$500
Type 2 (10,001 cubic yards or more)	\$750

Other Fees

Additional plan review required by changes, additions or revisions to approved plans \$69.00 per hour + DC (Minimum Charge 1/2 hour)	
Outside Consultant Review.....	Actual costs plus fifteen percent (15%) administrative fee

Grading Permit Fees

Grading Permit Fees - A fee for each grading permit shall be paid as set forth. Separate permits and fees shall apply to retaining walls or major drainage structures as required elsewhere in this code. There shall be no separate charge for standard terrace drains and similar facilities.

Application Fee.....	\$100.00
50 cubic yards or less.....	\$189.00
51 to 1,000 cubic yards.....	\$300.00
1,001 to 10,000 cubic yards.....	\$300.00 for the first 1,000 cubic yards plus \$50.00 for each additional 1,000 cubic yards or fraction thereof
10,001 to 100,000 cubic yards.....	\$730.00 for the first 10,000 cubic yards plus \$88.00 for each additional 10,000 cubic yards or fraction thereof
100,001 or more.....	\$929.00 for the first 100,000 cubic yards plus \$35.00 for each additional 10,000 cubic yards or fraction thereof

Other Grading Inspections and Fees

1. Inspections outside of normal business hours (per hour).....	\$180.00
(Minimum Charge – one hour) and subsequent visits	
2. Re-Inspection fees after 3 rd visit – per hour (and every hour thereafter).....	\$105.00
3. Inspections for which no fee is specifically indicated (per hour).....	\$105.00
EDDS Deviation Request	\$1,200

Major Utility Construction

Plowed Cable Road.....	\$100.00
Add Per lineal foot 0' – 2000'.....	\$0.50
Over 2000'.....	\$0.20
Other Major Utility & Construction of Existing Utilities	
Alteration or Modification.....	\$350.00 + DC
Construction Inspection.....	\$1,000.00 + DC
Right of Way Permit	
Blanket Utility Construction Per Each Activity.....	\$150.00
Main Street Business Area (minor building maintenance or frontage improvements) Per Each Activity	\$100.00
Application Fee.....	\$100.00
Permit Fee.....	\$100.00 + DC
Plan Check Fee \$600.00 + \$0.20 per linear foot	
Inspection Fee – Single Family Residence.....	\$50.00 + DC
Inspection Fee – other than Single Family Residence.....	\$500.00
.....\$0.50 per lineal foot for asphalt/concrete cut
.....\$0.30 per lineal foot for non-asphalt
Sanitary Sewer Extension	
Plan Check.....	\$600.00 + \$0.20 per linear foot
Inspection.....	\$1,000.00 deposit + DC
Side Sewer Permit and Inspection (single lot residential/commercial).....	\$250.00
Street Vacation Petition.....	\$1,000.00
Stormwater	
Plan Check.....	\$600.00 + 0.20 per linear foot
Inspection.....	\$1,000.00 + DC
Water	
Plan Check.....	\$600.00 + 0.20 per linear foot
Inspection.....	\$1,000.00 + DC
Water Fees – Miscellaneous	
Fire Flow Meter Annual Inspection Fee.....	\$100.00
Water Sales – WATER PURCHASED BUT NOT USED IN THE SAME CALENDAR YEAR WILL BE FORFEITED	
Hydro seeding, filling swimming pools, construction dust control, supplement of private wells and other uses and services	
CUSTOMER MUST HAVE A CERTIFIED BACK FLOW DEVICE BEFORE SALE CAN TAKE PLACE, PUBLIC WORKS HAS METER AVAILABLE.	
Application Fee.....	\$60.00
Per 1,000 gallons (133 CF).....	\$40.00
.....plus \$5.00 for each additional 1,000 gallons (133 cf) or fraction thereof
Deposit for Backflow Device/Meter.....	\$250.00
Water Service Disconnect/Re-Connect	
Emergency.....	free
Lock Replacement (labor charge doubles after 4pm).....	\$150.00 equipment + \$50.00 labor + DC
Meter Installation (labor charge doubles after 4pm).....	\$400.00 equipment + \$50.00 labor + DC
Meter Replacement (labor charge doubles after 4pm).....	\$400.00 equipment + \$50.00 labor+DC
Non-Payment Disconnect/Re-Connect Fee.....	\$50.00
Request Disconnection or Re-Connect	
Regular Business Hours for repairs or vacancy (8 am to 4 pm) – each occurrence.....	free
After Business Hours Water Reconnection Requestion.....	\$250.00
See Additional Water and Sewer Utility Rates and Fees in attached Ordinance No. 1056-09 and Ordinance No. 1124-11	
Water and Sewer Connection Fees	
Water Connection Fee plus Installation Cost.....	\$6,147.00

Sewer Connection Fee.....\$15,885.00

Sewer Special Assessment

North Wagley Creek Basin Charge (Ordinance No. 707-99).....\$260.00/ residential unit

Charge in lieu of Assessment (Ordinance No. 791-02).....\$.38/sq. ft. building area or \$260.00/residential unit

CEMETERY FEES

LOT AND NICHE WALL PURCHASE

Full Burial Lot.....	\$1,510.00
Half Burial Lot.....	\$905.00
Niche Wall Purchase.....	\$520.00

BURIAL FEES:

CHARGES AT TIME OF BURIAL INCLUDE THE FOLLOWING:

ENDOWMENT CARE, LINER, AND OPEN/CLOSE FEES BASED ON THE DAY OF WEEK OF SCHEDULED SERVICE AND TYPE OF BURIAL.

NICHE WALL:

No liner required, however, an additional fee will be added if niche wall shutter not set at time of burial	
Endowment Care.....	\$250.00
Open/Close Weekday Service.....	\$150.00
OPEN/CLOSE WEEKEND/HOLIDAY SERVICE	\$450.00

ASH BURIAL:

Liner (Ash).....	\$180.00
Endowment Care.....	\$250.00
Open/Close of grave (Ash Only).....	\$810.00
Open/Close Saturday Services (Ash).....	\$1,065.00
Open/Close Sunday/Holiday Services (Ash).....	\$1,468.00

FULL BURIAL:

Liner (Junior/Infant).....	\$300.00
Liner (Full).....	\$500.00
Endowment Care.....	\$250.00
Open/Close of grave.....	\$1,500.00
Open/Close Saturday Services.....	\$2,150.00
Open/Close Sunday/Holiday Services.....	\$2,800.00

SETTING HEADSTONESBy City Staff

12 x 24 Flat.....	\$155.00
12 x 36 and above Flat.....	\$232.00
Niche Wall Shutter Setting Fee (if not completed at time of burial).....	\$65.00
Pillow Top.....	\$232.00
Upright – Height six inches or less.....	\$310.00
Upright – Height above six inches.....	\$516.00

By Others – Must have proof of insurance

Permit.....	\$150.00
Inspection Fee.....	\$105.00

Resetting/Repair of Headstone Base.....\$150.00 deposit + DC

Setting Fee for Liners Purchased from Others.....\$100.00

MISCELLANEOUS FEES**Animal Control**

(All Annual Fees subject to additional fee of \$ 10.00 if renewed after February 1st of each year)

(All License Fees are Per Animal)

SMC 6.04.100 Fees:

- A. Fees for the annual license for each shall be set by resolution. All charges and penalties paid in accordance with the terms of this chapter shall be paid to the Sultan City Clerk or designee.
- B. All licenses shall expire on the first day of the following year in which the license is issued.

Annual Dog/Cat (SMC 6.04/070) License Fees:

Altered.....	\$16.00
Altered (Senior Citizen Rate).....	\$14.00
Altered – Micro-Chipped.....	\$8.00
Altered (Senior Citizen Rate) – Micro-Chipped.....	\$7.00
Service Animal.....	Free
Unaltered.....	\$36.00
Unaltered (Senior Citizen Rate).....	\$34.00
Unaltered – Micro-Chipped.....	\$18.00
Unaltered (Senior Citizen Rate) – Micro-Chipped.....	\$17.00
Replacement for Lost/Damaged Tags (each time).....	\$5.00

Impound Fees

1st Offense.....	\$30.00
2nd Offense.....	\$55.00
3rd & Subsequent Offense.....	\$110.00

Additional Fees

Post Notice of Impound.....	\$10.00
Room / Board for Animal (Per Day Monday through Friday).....	\$10.00
Room / Board for Animal (Per Day Saturday and Sunday).....	\$50.00
Cost Recovery	\$25.00 + DC

Concealed Weapons Permits – Set by WA State DOL, Firearms Division

Late Renewal.....	\$42.00
Original Application.....	\$52.50
Renewal.....	\$32.00
Replacement.....	\$10.00
Resident Alien.....	\$82.50
Fingerprinting and Police Records.....	Charged in Accordance with Snohomish County Fee Schedules

Parking Violations

Overtime Parking (if paid within 5 days of issuance).....	\$23.50
Overtime Parking (if not paid within 5 days of issuance).....	\$47.00
Parking in Fire Lane, Tow-Away Zone, Loading Zone or Obstruction of Traffic.....	\$50.00
Penalty for unauthorized use or disabled parking.....	\$250.00
All Other Parking Infractions.....	\$47.00

Other Municipal On-Line Services

Adopt-a-Street/Adopt-a-Park (personalized signs).....	\$35.00
Authorization to Bill Tenant Processing Fee (per authorization).....	\$10.00
Business License.....	\$25.00
Business License Renewal.....	\$50.00
Business License Renewal, Home Occupation.....	\$25.00

Other Municipal On-Line Services (Continued)

Business License Renewal, Retail Mall Space.....	\$25.00
Comprehensive Plan - Land Use – CD (each).....	\$35.00

Comprehensive Plan – Land Use Updates.....	DC
Copies of Records (per page).....	\$.15
Copies of Records (other).....	DC
Engineering Water/Sewer Design Standards – CD Only (each).....	\$5.00
Fax (per page).....	\$1.00
Fee Schedule.....	\$5.00
Notary Service Fees (per document).....	\$10.00
NSF Charge.....	\$35.00
Passports – Subject to change by the US Department of State	
Passport Fee – Per Application – Adult (set by US Department of State Homeland Security).....	\$110.00
Passport Fee – Per Application – Child (set by US Department of State Homeland Security).....	\$80.00
Passport Card – Per Application – Adult (set by US Department of State Homeland Security).....	\$30.00
Passport Card – Per Application – Child (set by US Department of State Homeland Security).....	\$15.00
Passport Acceptance Fee – Per Application (set by US Department of State Homeland Security).....	\$25.00
Passport Photo Fee (2 pictures).....	\$10.00
Secondary Billing Fee.....	\$10.00
Sultan Lapel Pins.....	\$3.00
Utility Billing Landlord fee.....	\$10.00

Public Records Requests

Photocopies and electronic printed copies (per page).....	\$.15
Scanned into electronic format (per page).....	\$.10
Electronic files or attachment uploaded to email or other means of electronic delivery (per each four).....	\$.05
Public records in electronic format (per gigabyte for transmission).....	\$.10
Digital storage media or device provided by the agency.....	DC
Cost of container or envelopes used to mail copies.....	DC
Postage or deliver charge.....	DC

Other commonly requested documents

Annual report.....	available online
Budget report.....	available online
Comprehensive Plan – Lane Use – CD (each).....	\$35.00
Comprehensive Plan – Land Use Updates.....	DC
Engineering Water/Sewer Design Standards – CD only (each).....	\$5.00
Fee Schedule.....	\$5.00
Maps (per page).....	DC
Map reproduction.....	DC
Road Design Standard (each).....	\$5.00
Water/Sewer/Stormwater Plan	
CD (each).....	\$5.00
Maps (each).....	\$5.00

- Fees may be waived if the total cost of the responsive records is less than \$1.00
- Customized service charge
 - When it requires use of IT expertise to prepare data compilations, provide customized electronic access services when such compilation and customized access services are not used by the agency for other agency purposes.
- May require a deposit in an amount not to exceed 10% of the estimated cost of the request, including a customized service charge.
- Summary of applicable charges provided at request before copies are made.

PARK & FACILITY USE FEES

ALL FACILITY RENTALS REQUIRE A \$100.00 DAMAGE DEPOSIT

COMMUNITY BASED NON-PROFIT GROUPS MUST PROVIDE PROOF OF NON-PROFIT STATUS TO QUALIFY FOR DISCOUNTED RATES.

CANCELLATIONS MUST BE MADE AT LEAST 30 DAYS PRIOR TO EVENT. THE COST WILL BE REFUNDED MINUS A \$10.00 ADMINISTRATION COST. NO REFUND WILL BE GIVEN IF CANCELLATION IS LESS THAN 30 DAYS. A \$50.00 FEE IS CHARGED FOR ALL RETURNED CHECKS.

Sultan School District and the City of Sultan have an Interlocal Agreement allowing facility use with no fees. All reservations thru this

interlocal must utilize the point of contact for reservations.

The City of Sultan complies with the State of Washington's "Fair Play in Community Sports Act" (Chapter 467, 2009 Laws, effective date July 26, 2009) that prohibits discrimination against any person in a community athletics program on the basis of sex. Any questions or comments please contact Mick Matheson, Public Works Director at 360.793.2231.

RIVER PARK PAVILION:

Community based non-profit Groups/Organizations.....	\$50.00
City Sponsored Events.....	no charge
Non-profit Youth/School Groups.....	\$50.00
Other Individuals/Groups.....	\$100.00

REESE PARK, SPORTSMAN'S PARK & OSPREY PARK:

Reserved Shelter/Basketball Court:

Individual/Groups/Organizations (Events – without field use).....	\$50.00
Individual/Groups/Organizations (Events – with field use).....	\$75.00

ALL FIELDS:

Reservation Deposit **\$100.00**

Sport Field Use Fees

Adult League Play – per game.....	\$25.00
Youth League Play – per game.....	\$15.00
Adult Practice – per hour.....	\$12.00
Youth Practice – per hour.....	\$6.00

COMMUNITY ROOM

Inter-jurisdictional Groups (Sno-Isle, County, Cities etc.).....	free
Meetings less than 2 hours.....	\$20.00
Meetings over 2 hours.....	\$50.00

ORDINANCES ESTABLISHING
WATER, SEWER, GARBAGE, STORMWATER FEES

(Incorporated by reference)

Water: Ordinance 1341-21

Sewer: Ordinance 1342-21

Garbage: Ordinance 1322-20

Stormwater: Ordinance 1343-21