

CITY OF LAKE STEVENS  
LAKE STEVENS, WASHINGTON

**RESOLUTION NO. 2024-0013**

**A RESOLUTION OF THE CITY OF LAKE STEVENS, WASHINGTON, REPEALING RESOLUTION NO. 2024-0011 AND ADOPTING AMOUNTS FOR THE RATES, FEES, AND DEPOSITS FOR VARIOUS SERVICES PROVIDED AND ACTIONS PERFORMED BY THE CITY AND FINES LEVIED AGAINST CODE VIOLATORS, TO INCLUDE NEW LAND USE FEES FOR SERVICES ACTIONS OR PERMITS**

WHEREAS, the City Council, through ordinance, has adopted regulations requiring certain actions and services; and,

WHEREAS, these various ordinances set forth that fees shall be set by resolution; and,

WHEREAS, the cost of providing these various services consistent with applicable codes, regulations, and policies periodically increase or decrease, or certain services or practices are discontinued, and fees are no longer needed; and,

WHEREAS, the Washington State Legislature adopted Second Substitute Bill (SB) 5290 concerning consolidating local permit review processes and fees on April 17, 2023; and

WHEREAS, SB 5290 amended RCW 36.70B.080 to limit the collection of project permit application fees at the time of permit submittal to 80% of the total permit fee, and to require the refund of up to 20% of the permit fee if the time period timelines are not met, unless a local jurisdiction adopts at least three of the options in RCW 36.70B.160(1); and

WHEREAS, the City has adopted more than three of the measures listed in RCW 36.70B.160(1), including the use of on-call consultants to assist with permit review as needed; requiring public hearings only when they are required by state law; and making pre-application conferences optional but not required. As such, the city can require the payment of the entire project permit fee at the time of submittal and is not subject to the permit fee refund provisions in RCW 36.70b.080;

WHEREAS, it is the intent of the City of Lake Stevens to charge appropriate fees and charges that are consistent with the services provided and to cover the public cost of providing these various services so that the public is not subsidizing individual benefits derived there from and;

WHEREAS, the city is proposing adjusted land use and building permit fees to provide for a reasonable fee structure to recover the cost of permit review consistent with the Local Project Review Act (RCW 36.70B.160(1) and RCW 36.70B.245); and

WHEREAS, the city is proposing an annual 5-year average CPI-U adjustment to the land use, building permit and park and traffic impact fees, which will be updated annually. This CPI-U adjustment will occur and become effective January 1<sup>st</sup> of each year;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKE STEVENS TO AMMEND THE FEES RESOLUTION AS FOLLOWS Through the enactment of Resolution No. 2024-0013;

Replace Table A: Schedule of Land Use Fees as attached, Replace Table 1A: Building Permit Fees as attached, Replace Table B2: Schedule of Miscellaneous Building Permit Fees as attached, Replace Table B3: Mechanical and Plumbing Fees and Section 11. Fire Safety Inspections as attached, and Replace Permits and Fire District Related Service Fees, Tables A-L as attached and sets the following rates, fees, and deposits for various services provided and actions performed by the city and fines levied against code violators are hereby adopted.

**Section 1. Fees and Deposits-General.**

- A. Fees. Fees are intended to cover the normal, recurring administrative costs associated with said action, such as secretarial staff time, advertising, mailings, file distribution, etc. and project review. Certain fees may be refundable based on a case by case analysis from the applicable department director and approval of the Finance Director. The applicant is responsible for costs incurred for any portion of project/permit reviewed by a consultant hired by the City for such review.
- B. Payment Due. Fees and deposits are due at the time the action is requested (e.g., at time of application) or occurs (e.g., prior to a specific action). An applicant may pay all fees and deposits of a multi-phased project in advance; however, doing so does not vest applicable fees due. Fees due are those in effect at the time the specific action or phase of an action is requested or occurs.
- C. Late Payment Penalties. If payment is not received within 30 days of the due date specified on the invoice, the amount due shall accrue interest at the rate of 1.5 percent per month, with a maximum monthly interest accrual of \$20.00, from the date the fee became due, and the date payment is actually made.
- D. Waivers. Upon petition by the applicant, the Mayor or designee may waive any of the fees or portions thereof, for any non-profit organization that provide services for the necessary support of the poor or infirm, or upon the submittal of a signed and notarized declaration of financial hardship, in the form attached to this resolution.
- E. Concurrent Applications. Concurrent applications requiring land use fees established by this resolution shall be subject to each fee cumulatively as if reviewed separately. There shall be no reduction in fees where more than one type of fee is charged for a project.

**Section 2. Land Use Fees.** Fees for various services, actions, and permits regarding land use, as per LSMC Title 14 and 16, shall be as listed in Table A. Land Use fees are in addition to Building Permit fees. Attorney and other consultant fees may be recovered for specific projects.

Table A: Schedule of Land Use Fees

| <b>Land Use Fees – Table A:</b> All fees listed below include the following: two complete submittal reviews, public notice (as applicable based on the permit Type) a land use decision, and required inspections and associated indirect costs. After two reviews, each subsequent review is subject to an hourly review rate as well any additional consultant costs. |       |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------|
| Permit Type                                                                                                                                                                                                                                                                                                                                                             | Fee   |
| <b>Type I Land Use Permits – Administrative without Public Notice</b>                                                                                                                                                                                                                                                                                                   |       |
| Administrative Modifications                                                                                                                                                                                                                                                                                                                                            | \$990 |
| Adult Family Home                                                                                                                                                                                                                                                                                                                                                       | \$480 |

|                                                                      |                                               |
|----------------------------------------------------------------------|-----------------------------------------------|
| (also requires Home Occupation Business License and Building Permit) |                                               |
| Boundary Line Adjustments                                            | \$1,050                                       |
| Change of Use                                                        | \$690                                         |
| Code Interpretation                                                  | \$840                                         |
| Construction Plan Approval                                           | \$5,600                                       |
| Design Review                                                        | \$1,050                                       |
| Event Level 1                                                        | \$100 (+ Fire Permit fee)                     |
| Event Level 2                                                        | \$225 (+ Fire Permit fee)                     |
| Event Level 3                                                        | \$325 (+ Fire Permit fee)                     |
| Event Level 4                                                        | \$1050 (+ Fire Permit fee)                    |
| Event Level 4 Deposit                                                | 80% of City estimated cost for City Services  |
| Event Expediated Review Fee                                          | \$100                                         |
| Boat Launch Closure                                                  | \$200/day                                     |
| Recycle Containers                                                   | Status quo until mid-year adjustment in 2025. |
| EDDS Deviation / Frontage Improvement Waiver                         | \$470                                         |
| Floodplain Development Permit (standalone)                           | \$470                                         |
| Home Occupations                                                     | Status quo until mid-year adjustment in 2025. |
| Legal Lot Status Determination                                       | \$570                                         |
| Land Disturbance, Minor                                              | \$930                                         |
| Mobile Food Vendor                                                   | \$240 License + Fire Permit                   |
| Mobile Food Vendor Renewal                                           | \$120 Renewal + Fire Permit                   |
| Multi-Family Tax Exemption                                           | \$810                                         |
| Pasture/Waste Management Plan (LSMC 5.18.040)                        | \$240                                         |
| Reasonable Use Exception                                             | \$470 + Critical areas review fee             |
| Shoreline Exemption                                                  | \$570                                         |
| Shoreline Exemption with Floodplain Development Permit               | \$690                                         |
| Mooring Buoy                                                         | \$200                                         |
| Short Term Rentals                                                   | \$510                                         |
| Short Term Rental Renewal                                            | \$120                                         |
| Signs                                                                | \$240                                         |
| Sign, Master Sign Program                                            | \$600                                         |
| Temporary Residence                                                  | \$240                                         |
| Temporary Mobile/Modular Public Structures in any zone               | \$240                                         |
| Temporary Structures                                                 | \$240                                         |
| Underground Utility Deviations                                       | \$470                                         |
| Zoning Verification Letter                                           | \$360                                         |
| <b>Type II Land Use Permits – Administrative with Public Notice</b>  |                                               |

|                                                                                    |                                              |
|------------------------------------------------------------------------------------|----------------------------------------------|
| Administrative Conditional Use                                                     | \$1,255                                      |
| Administrative Variance                                                            | \$1,255                                      |
| Binding Site Plan                                                                  | \$7,860                                      |
| Binding Site Plan Revision                                                         | \$1,400                                      |
| Short Subdivision, Preliminary                                                     | \$3,060                                      |
| Short Subdivision Alterations                                                      | \$1,620                                      |
| Short Subdivision, Pre-check and Survey Review                                     | Consultant review cost + hourly staff review |
| Short Subdivision, Final                                                           | \$1,045                                      |
| Short Subdivision, Vacation                                                        | \$1,620                                      |
| Subdivision, Final                                                                 | \$3,055                                      |
| Major Land Disturbance Permit                                                      | \$1,375                                      |
| Major Land Disturbance with Class IV Forest Practices                              | \$1,615                                      |
| Shoreline Substantial Development Permit                                           | \$1,135                                      |
| Site Plan Review                                                                   | \$1,280                                      |
| Temporary Encampments                                                              | \$2,310                                      |
| <b>Type III – Quasi-Judicial, Hearing Examiner</b>                                 |                                              |
| Conditional Uses                                                                   | \$4,300                                      |
| Preliminary Subdivisions                                                           | \$10,300                                     |
| Shoreline Variances                                                                | \$3,820                                      |
| Variances                                                                          | \$3,820                                      |
| <b>Type IV – Quasi-Judicial, City Council with Hearing Examiner Recommendation</b> |                                              |
| Essential Public Facilities                                                        | \$4,300                                      |
| Rezone, Minor – Site Specific Zoning Map Amendment                                 | \$4,300                                      |
| Secure Community Transition Facilities                                             | \$4,300                                      |
| <b>Type V – Quasi-Judicial, City Council</b>                                       |                                              |
| Right-of-Way Vacation                                                              | \$1,700                                      |
| <b>Type VI- Legislative, City Council with Planning Commission Recommendation</b>  |                                              |
| Comprehensive Plan Amendment, Minor                                                | \$3,600                                      |
| Comprehensive Plan Amendment, Major Amendment (5-year cycle)                       | \$4,900                                      |
| Development Agreement                                                              | \$3,380                                      |
| Land Use Code Amendments (LSMC 14.16C.075)                                         | \$3,380                                      |
| Rezone, Major – Areawide Zoning Map                                                | \$3,380                                      |
| <b>SEPA REVIEW</b>                                                                 |                                              |
| SEPA Addendum                                                                      | \$450                                        |
| SEPA Appeal (to Hearing Examiner)                                                  | \$2,000 Hearing Examiner fee + hourly fee    |
| SEPA, Environmental Impact Study (EIS)                                             | \$1,200                                      |

|                                                                 |                                  |
|-----------------------------------------------------------------|----------------------------------|
| SEPA, Planned Action Certification                              | \$810                            |
| Review of requested studies (including traffic, drainage, etc.) | \$240 (2 hour minimum) per study |
| SEPA Review (DNS or MDNS)                                       | \$810                            |
| SEPA (Stand-alone Type II)                                      | \$975                            |

| <b>MISCELLANEOUS FEES</b>                               |                                       |
|---------------------------------------------------------|---------------------------------------|
| <b>APPEALS AND RECONSIDERATION</b>                      |                                       |
| Appeal, City Council                                    | \$775                                 |
| Appeal, Hearing Examiner                                | \$775 + Hearing Examiner Cost         |
| Appeal, Shoreline Hearings Board                        | \$775                                 |
| Contested Hearing (Code Enforcement)                    | \$350 + Hearing Examiner Cost         |
| Reconsideration, Applicable Director                    | \$1,050                               |
| Reconsideration, Hearing Examiner                       | \$445 + Hearing Examiner fees         |
| <b>CONCESSIONS</b>                                      |                                       |
| Background Check                                        | \$70                                  |
| Concession Agreement Review/Administration (lease rate) | Negotiated                            |
| Damage & Litter Deposit (refundable at end of contract) | Negotiated                            |
| Lease Rate                                              | Negotiated                            |
| <b>CONSULTANT FEES INCLUDING ATTORNEY REVIEW</b>        | Actual Cost + \$50 administrative fee |
| <b>CRITICAL AREA REVIEW</b>                             | Actual Cost + \$50 administrative fee |

| <b>IMPACT FEES</b>                                                                     |                                                                                                                                    |
|----------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------|
| <b>Park Mitigation Fees</b>                                                            |                                                                                                                                    |
| Single-family residences (e.g., single-family residence, duplex and manufactured home) | \$4,339                                                                                                                            |
| Multifamily residences with two or more bedrooms                                       | \$3,138                                                                                                                            |
| Multifamily residences and Accessory Dwelling Units with 0-1 bedrooms                  | \$1,997                                                                                                                            |
| <b>School Mitigation Fees</b>                                                          |                                                                                                                                    |
| <b>Lake Stevens Schools<sup>1</sup></b>                                                |                                                                                                                                    |
| Detached Single Family Residence                                                       | \$13,730/unit                                                                                                                      |
| Townhouse/Multiplex                                                                    | \$2,627/unit                                                                                                                       |
| Multifamily, 0-1 bedrooms                                                              | 0                                                                                                                                  |
| Multifamily, 2+ bedrooms                                                               | \$751/unit                                                                                                                         |
| <b>Snohomish Schools<sup>1</sup></b>                                                   |                                                                                                                                    |
| Detached Single Family Residence                                                       | \$5,361/dwelling unit                                                                                                              |
| Duplex/Townhouse                                                                       | \$5,462/dwelling unit                                                                                                              |
| Multi-Family (1 bedroom)                                                               | 0                                                                                                                                  |
| Multi-Family (2+ bedrooms)                                                             | \$1,357/dwelling unit                                                                                                              |
| <b>Traffic Mitigation Fees</b>                                                         |                                                                                                                                    |
| Traffic Impact Zone 1                                                                  | \$2,894                                                                                                                            |
| Traffic Impact Zone 2                                                                  | \$3,655                                                                                                                            |
| Traffic Impact Zone 3                                                                  | \$3,655                                                                                                                            |
| <b>MISCELLANEOUS STAFF REVIEW (...)</b>                                                |                                                                                                                                    |
| Review of requested studies                                                            | \$240 + hourly cost after                                                                                                          |
| Tree Replacement Fee In-Lieu (per LSMC 14.76.120(e))                                   | 55/tree                                                                                                                            |
| Lake Safety Marker – onetime fee for the Lake Safety Program for buoy purchase         | \$350                                                                                                                              |
| <b>PRE-APPLICATION CONFERENCE FEE</b>                                                  | \$840 (Fees is credited toward application fee over \$1000 at submittal if received within 12 months from date of pre-application) |
| <b>RECORDING FEES</b>                                                                  | Direct Recording Costs + Staff Hourly Rate.                                                                                        |

**Section 3. Building Permit Fees.** (Land Use fees, if required, are in addition to Building Permit fees.)

- A. Washington State Building Codes Adopted. The City of Lake Stevens does hereby incorporate by this reference as though fully set forth the fees from the current editions of:
1. The International Building Code (IBC)
  2. The International Residential Code (IRC)
  3. The International Mechanical Code including the International Fuel Code, National Fire Protection Association 58 (Liquefied Petroleum Gas Code) and National Fire Protection

- Association 54 (National Fuel Gas Code
- 4. The Uniform Plumbing Code
- 5. Washington State Barrier Free Regulations (Title 51 WAC)
- 6. Current edition of the Washington State Energy Code
- 7. The International Fire Code
- 8. Current edition of the Washington State Ventilation & Indoor Air Quality Code

- B. Valuation for Calculating Building Permit Fees shall be determined according to the International Code Council "Building Valuation Data" which is herein incorporated by reference as though fully set forth. The "Building Valuation Data," including modifiers, is found in Building Safety Journal, and is published quarterly by the International Code Council. Subsequent semi-annual revisions of the "Building Valuation Data" shall be automatically incorporated by this reference to be effective immediately following each new publication. Building permit fees shall be based on the formulas contained in Table 1A.

Table 1A: Building Permit Fees

| Building Fees – Table 1A                                                                                                                                                                                                                                     |                                                           |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|
| Total Value                                                                                                                                                                                                                                                  | Fee                                                       |
| Fees for permits include permit process, file management, payment processing, coordination and inspections which are comprehensive, with two (2) corrections each; all additional inspections, and submittals shall be charged at the hourly rate after two. |                                                           |
| \$1-\$1,000                                                                                                                                                                                                                                                  | \$63                                                      |
| \$1,001-\$2,000                                                                                                                                                                                                                                              | \$63 first \$500 plus \$5 each \$100 or fraction          |
| \$2,001-\$25,000                                                                                                                                                                                                                                             | \$110 first \$2,001 plus \$20 each \$1,000 or fraction    |
| \$25,001-\$50,000                                                                                                                                                                                                                                            | \$575 first \$25,001 plus \$14 each \$1,000 or fraction   |
| \$50,001-\$100,000                                                                                                                                                                                                                                           | \$993 first \$50,001 plus \$10 each \$1,000 or fraction   |
| \$100,001-\$500,000                                                                                                                                                                                                                                          | \$1,500 first \$100,001 plus \$8 each \$1,000 or fraction |
| \$500,001 to \$1,000,000 (recommend and up)                                                                                                                                                                                                                  | \$4,743 first \$500,001 plus \$6 each \$1,000 or fraction |
| \$1,000,001 and up (recommend removing)                                                                                                                                                                                                                      | \$4,743 first \$500,001 plus \$6 each \$1,000 or fraction |

Table B2: Schedule of Miscellaneous Building Permit Fees

| Building Permit Fees – Table B2                                                                                                                 |                                                                                 |
|-------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|
| Miscellaneous Building Permit Fees                                                                                                              |                                                                                 |
| Permit Type                                                                                                                                     | Fee                                                                             |
| Fees for plan review are comprehensive, with two (2) review correction cycles; all additional plan reviews shall be charged at the hourly rate. |                                                                                 |
| Basic Plan Set-up fee                                                                                                                           | \$240 permit fee                                                                |
| Demolition                                                                                                                                      | \$120 permit + \$120/hr. (1hr min.) and hourly whichever is greatest plan check |

|                                                                                                                                                                          |                                                                                                                                                                                                                                                                          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Fence/Retaining Wall                                                                                                                                                     | Table 1A based on value permit fee + 65% of permit fee or \$120/hr. (1hr min) and hourly whichever is greatest plan check                                                                                                                                                |
| Manufactured Home (add residential/commercial and Modular)                                                                                                               | Table 1A based on value (placement, skirting and egress) permit fee + 65% of permit fee or \$120/hr. (1hr min) and hourly whichever is greatest plan check                                                                                                               |
| Certificate of Occupancy (change to no construction, update or reissue and add Temporary Certificate of Occupancy)                                                       | \$240/hr. (2hr min) whichever is greatest permit + \$240 (2hr min) and hourly whichever is greatest plan check (if required)                                                                                                                                             |
| Adult Family Home (add WABO Review/Inspection ONLY)                                                                                                                      | \$240/hr. (2hr min) whichever is greatest permit + \$240 (2hr min) and hourly whichever is greatest plan check (if required)                                                                                                                                             |
| Revisions                                                                                                                                                                | \$240 (2hr min) and hourly whichever is greatest plan check                                                                                                                                                                                                              |
| Inspection-miscellaneous/other not specifically listed                                                                                                                   | \$120/hr. (1hr min) and hourly whichever is greatest permit                                                                                                                                                                                                              |
| Inspection-overtime (overtime determined by the building official based on staff availability)                                                                           | \$360 (2hr min at rate of \$180) and hourly whichever is greatest whichever greatest permit                                                                                                                                                                              |
| Re-inspection (add for uncorrected violations after 2 <sup>nd</sup> inspection, or cancellation after 7am notice)                                                        | \$120/hr. and hourly whichever is greatest permit                                                                                                                                                                                                                        |
| Investigation-stop work and/or cease and desist (add to fee schedule)                                                                                                    | 2 times permit                                                                                                                                                                                                                                                           |
| Reinstatement of expired permits shall be determined by building official, shall not be across code cycles and within 1 year of expiration date without changes to plans | \$240 (2hr min) whichever greatest is permit + \$120 (1hr min) and hourly whichever is greatest plan check                                                                                                                                                               |
| Deck, Dock                                                                                                                                                               | Proposed update (uncovered /covered deck value, Dock and (add) R-3 Unfinished basement Valued at: BVD and updated annually per CPI-U \$15<br>\$40/sq.ft. - uncovered<br>\$30 \$45/Sq. ft - dock<br>(\$17 \$50/sq.ft. - covered<br>Unfinished basement (R-3) = \$25/sq.ft |

Table B3: Mechanical and Plumbing Fees

| Building Permit Fees – Table B3                                                                                                        |                                                                                                                          |
|----------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------|
| Mechanical and Plumbing Fees                                                                                                           |                                                                                                                          |
| Permit Type                                                                                                                            | Fee                                                                                                                      |
| Fees for inspections are comprehensive, with two (2) corrections each; all additional inspections shall be charged at the hourly rate. |                                                                                                                          |
| Mechanical All types                                                                                                                   | <b>Residential</b> new -10% of building permit fee. Add/alter-\$200 w/4 pieces of equipment over 4-\$15 each additional. |



|                       |                                                                                                                                                                                                                                                                                                            |
|-----------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                       | <b>Commercial</b> - table 1A based on value of the equipment and installation. Add/alter not requiring plan check-\$200 w/4 pieces of equipment over 4-\$15 each additional.                                                                                                                               |
| Plumbing<br>All types | <b>Residential</b> new-10% of building permit fee. Add/alter-\$200 w/4 pieces of equipment over 4-\$15 each additional.<br><br><b>Commercial</b> - table 1A based on value of the fixtures and installation. Add/alter not requiring plan check-\$200 w/4 pieces of equipment over 4-\$15 each additional. |

| Building Permit Fees – Table C                                                                                                                                                                                                                                                                                                                                      |                                                                                  |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|
| Plan Review Fees                                                                                                                                                                                                                                                                                                                                                    |                                                                                  |
| Permit Type                                                                                                                                                                                                                                                                                                                                                         | Fee                                                                              |
| Fees for plan review are comprehensive, with two (2) review correction cycles; all additional plan reviews shall be charged at the hourly rate. Valuation of plumbing and mechanical work for determining the plumbing and mechanical permit fees shall be based on the plumbing and mechanical work for each permit and listed for combination permits separately. |                                                                                  |
| Residential, (Duplex and IRC Townhomes)                                                                                                                                                                                                                                                                                                                             | 65% of table 1A or \$120 (1hr min) whichever is greatest                         |
| Basic House plan check                                                                                                                                                                                                                                                                                                                                              | See table 2B                                                                     |
| Commercial, (Multi-Family and Mixed Use)                                                                                                                                                                                                                                                                                                                            | 65% of table 1A or \$120 (1hr min) whichever is greatest                         |
| Plumbing & Mechanical-Commercial, Multi-Family and Mixed Use                                                                                                                                                                                                                                                                                                        | 40% of Plumbing & Mechanical permit fee or \$120 (1hr min) whichever is greatest |
| Other: All overtime plan review as determined by the building official based on staff availability                                                                                                                                                                                                                                                                  | \$360 (2hr min at \$180 hourly) and hourly whichever is greatest plan check      |

| Fire Department Commercial Plan Review                                                                                                                                                      |                   |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------|
| Building Permit Table D - Fire Fees (SRFR) 2025 fees are hereby adopted by reference Table A)                                                                                               |                   |
| Plan Review Fees                                                                                                                                                                            |                   |
| Total Value                                                                                                                                                                                 | Fee               |
| Fees for plan review are comprehensive, with two (2) review correction cycles; all additional plan reviews shall be charged at the hourly rate.                                             |                   |
| New or Tenant Improvement Building Permits – Applies to all Occupancies except Group U (Adopt Snohomish Regional Fire & Rescue (SRFR) by reference. Section 2, table A Building Permit Fees |                   |
| Group R-3 or IRC Dwellings (regardless of valuation)                                                                                                                                        | \$31              |
| \$0-\$1000                                                                                                                                                                                  | \$31              |
| \$1,001-\$5,000                                                                                                                                                                             | \$31              |
| \$5,001-\$10,000                                                                                                                                                                            | \$61              |
| \$10,001-\$20,000                                                                                                                                                                           | \$10,001-\$28,000 |

|                         |                                                       |
|-------------------------|-------------------------------------------------------|
|                         | \$91                                                  |
| \$20,001-\$45,000       | \$28,001-\$55,000<br>\$180                            |
| \$45,001-\$100,000      | \$55,001-\$275,000<br>\$299                           |
| \$100,001-\$250,000     | \$275,001-\$550,000<br>\$419                          |
| \$250,001-\$500,000     | \$550,001-\$1,000,000<br>\$568                        |
| \$500,001-\$1,000,000   | \$1,000,001-\$2,000,000<br>\$788                      |
| \$1,000,001-\$1,500,000 | \$2,000,001-\$5,000,000<br>\$896                      |
| \$1,500,001-\$2,000,000 | \$5,000,001-\$10,000,000<br>\$1,076                   |
| >\$2 million            | Over \$10,000,000 \$1,254 fee plus \$66 per \$500,000 |

- C. Fire (SRFR) 2025 fees are hereby adopted by reference. See SRFR Tables A, B, C, D and E, F, G, H, I, J, K, L, M, N and O for Sprinkler and Alarm fees, Operational, Investigation, Miscellaneous, City Administrative and Technology.
- D. Miscellaneous Building Permit Fees. Tables B2 and B3 specifies those fees charged for permits to be issued pursuant to the Washington State Building Code and which are not included in the provisions of Subsections A and B:

**Section 5. Animal Code Fees.** Fees for other various services, actions, and permits related to Animal Control, as per LSMC Title 5, shall be as listed in Table D.

Table D: Animal Code Fees

| Permit/Action                                                                                       | Fee (\$) |
|-----------------------------------------------------------------------------------------------------|----------|
| <b>Dog/Cat License:</b>                                                                             |          |
| – Each dog or cat licensed within 60 days of residency or within 60 days of acquiring pet, lifetime | Free     |
| – Each dog or cat neutered or non-neutered, lifetime                                                | 20       |
| – Senior Citizen (defined as being 62 years of age or older) owners, lifetime                       | Free     |
| – Service and guide dogs, lifetime                                                                  | Free     |
| – Duplicate license for lost or destroyed dog/cat tag                                               | 4        |
| – Duplicate license - Senior Citizen owners and Service/Guide Dogs                                  | Free     |

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                                   |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------|
| <ul style="list-style-type: none"> <li>— Other Code Violations: <ul style="list-style-type: none"> <li>■ First Offense, For first offense the fee for such violation will be set equivalent to the Basic Rule Violation as set forth in the Justice Information System (JIA) Law Table as published by the Administrative Office of the Courts.</li> <li>■ Second Offense, For the second offense, the fee for such violation shall be set equivalent to double the Basic Rule Violation as set forth in the Justice Information System (JIA) Law Table as published by the Administrative Office of the Courts.</li> </ul> </li> </ul>                                                                                                                       |                                   |
| <p><b>Impound Fees for Cost Recovery:</b></p> <ul style="list-style-type: none"> <li>— Dogs and cats (at police kennel)</li> <li>— Animals</li> <li>— Dogs, Cats and other animals (at/or transported to animal shelter) As set forth by the Everett Animal Shelter animal impound fee schedule, plus an additional \$5.00 administrative fee for reviewing and processing billing statements.</li> <li>— Additionally, any costs incurred which exceed the base fee and which are associated with the collection, impoundment, maintenance, treatment, and destruction of the animal(s), any fees owing, and any costs of damage cause by the animal(s) shall be the liability of the owner. The City is not responsible for such costs incurred.</li> </ul> | <p>25</p> <p>30</p> <p>Varies</p> |
| <p><b>Pasture/Waste Management Plan (Sec 5.18.040):</b> See Table A Land Use Fees</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                                   |

**Section 6. Miscellaneous Police Fees.** Fees for various Police services, actions, and permits shall be as listed in Table E.

Table E: Schedule of Miscellaneous Police Fees & Fines

| Permit/Action/Service                                                                                                                     | Fee (\$)                                       |
|-------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------|
| <b>Fingerprinting:</b>                                                                                                                    |                                                |
| 1. For Concealed Pistol and Solicitor Licenses                                                                                            | State fee                                      |
| 2. People who work or reside in the City (per 2 cards)                                                                                    | 10                                             |
| 3. People who do not work or reside in the City (per 2 cards)                                                                             | 20                                             |
| <b>Fine:</b>                                                                                                                              |                                                |
| 1. Failure to pay fee (50% reduction if paid within 24 hours)                                                                             | 40                                             |
| <b>DUI cost recovery:</b>                                                                                                                 |                                                |
| 1. Administrative fee                                                                                                                     | 200                                            |
| 2. Jail booking fee (or as revised by Snohomish County or City of Marysville)                                                             | 82                                             |
| 3. Daily lodging fee (or as revised by Snohomish County or City of Marysville)                                                            | 61                                             |
| <b>False Alarm Fees:</b>                                                                                                                  |                                                |
| 1. Second response to premises within six months after the first response                                                                 | 25                                             |
| 2. Third response to premises within six months after a second response                                                                   | 50                                             |
| 3. Fourth response to premises in six months after the third response and for all succeeding responses within six months of last response | 100                                            |
| <b>Impound Fees for Cost Recovery:</b>                                                                                                    |                                                |
| Signs if owner wants returned, per sign                                                                                                   | 25                                             |
| Impound fee for wheeled recreational devices                                                                                              | 60                                             |
| Administrative storage fee for impounded vehicles                                                                                         | 15                                             |
| <b>Fine for parking:</b>                                                                                                                  |                                                |
| 1. Fine for parking as described in Lake Stevens Municipal Code Section 7.12.090, Prohibited Parking                                      | 50                                             |
| 2. Fine if paid within 24 hours                                                                                                           | 25                                             |
| <b>Off-duty Officer:</b>                                                                                                                  | <b>Refer to current billable rate schedule</b> |
| Security for Non-profits                                                                                                                  |                                                |
| Security for others (includes a 15% administrative fee)                                                                                   |                                                |
| <b>Special Event Services Deposit:</b><br>(For special planned events that require additional police services)                            | \$100 per hour of event with one hour minimum  |
| <b>Letters for search of local criminal justice data bases</b>                                                                            | 10                                             |
| <b>Administrative dismissal of infraction for operating motor vehicle without insurance – administrative fee</b>                          | <b>25</b>                                      |

**Section 7. Miscellaneous Fees.** Fees for various other services, actions, and permits shall be as listed in Table F.

Table F: Schedule of Miscellaneous Fees and Fines

| Permit/Action                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Fee or Fine (\$)                                                                                     |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|
| <b>Public Works and Parks and Recreation Departments :</b><br><br>Hourly Rate for Service for Non-profits<br>Hourly Rate for Service for others (includes a 15% administrative fee)<br><br><b>Equipment/Assets:</b> <ul style="list-style-type: none"> <li>- Theft or Vandalism/Damage</li> <li>- Lost Items (applies when City items are leant out to events)</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | <b>Refer to current billable rate schedule</b><br><br><br>Actual Replacement Cost + 20% + Staff Time |
| <b>Business Licenses:</b> <ul style="list-style-type: none"> <li>- Non-refundable Adult Entertainment (Cabaret) application Fee 100</li> <li>- Adult Entertainment (Cabaret) Establishment (annual) 500</li> <li>- Adult Entertainment (Cabaret) Establishment Manager/Entertainer (annual) 50/person</li> <li>- Business License Registration – Application 40</li> <li>- Business License Registration – Annual Renewal 25</li> <li>- Temporary business license Renewal 40<br/>5</li> <li>- Canvassers, Solicitors and Peddlers (includes City application fee, does not include Washington State Patrol fingerprint processing fee. License expires one year from date of application.) 75 for the 1<sup>st</sup> three employees, and \$10 for each additional employee</li> <li>- Live music and/or dance entertainment (annual) 50</li> <li>- Games (annual) 50</li> <li>- Pawnbroker and Second Dealers (annual) 500</li> </ul> |                                                                                                      |
| <ul style="list-style-type: none"> <li>- Washington State Department of Licensing’s Master License Service</li> <li>- Business license handling fee (fees shall be automatically amended by the State)</li> </ul>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | Currently<br>New Application \$19<br>Renewal \$11                                                    |
| <b>Duplication of Public Records: (postage/delivery costs extra)</b><br>For all records duplication regardless of format, first \$1 cumulative will be waived.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                      |

| Permit/Action                                                                                                                                                                                                                                                                                                               | Fee or Fine (\$)                                                                                           |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>- In-house Copying of City documents to pdf when original document is not in electronic format.</li> </ul>                                                                                                                                                                           | 15¢/page/side                                                                                              |
| <ul style="list-style-type: none"> <li>- Electronic files or attachments uploaded to e-mail, cloud-based data storage service or other means of electronic delivery.</li> </ul>                                                                                                                                             | 10¢/page/side<br>\$1 extra for copy to CD                                                                  |
| <ul style="list-style-type: none"> <li>- Transmission of public records in an electronic format or for the use of agency equipment to send the records electronically. The City shall take reasonable steps to provide the record in the most efficient manner available to the agency in its normal operations.</li> </ul> | 5¢ per each four electronic files or attachments plus<br>10¢ per gigabyte                                  |
| <ul style="list-style-type: none"> <li>- Digital storage media or device provided by the City, the actual cost of any container or envelope used to mail the copies to the requestor and the actual postage or delivery charge</li> </ul>                                                                                   | Actual Cost                                                                                                |
| <ul style="list-style-type: none"> <li>- In-House duplication of City documents to CD, such as <ul style="list-style-type: none"> <li>• Comprehensive Plan, Lake Stevens Municipal Code Title 14,</li> <li>• Urban Design Standards, Engineering Design and Development Standards, etc.</li> </ul> </li> </ul>              | Actual Cost                                                                                                |
| <ul style="list-style-type: none"> <li>- Documents or CDs printed by outside vendor</li> </ul>                                                                                                                                                                                                                              | Actual cost to reproduce (minimum deposit required); requestor may arrange to pay outside vendor directly) |
|                                                                                                                                                                                                                                                                                                                             | \$.15/page                                                                                                 |
| <ul style="list-style-type: none"> <li>- Maps - Duplication of maps less than 11"x17"</li> </ul>                                                                                                                                                                                                                            | \$1 per square foot for in-house printing or actual cost if sent out to reproduce                          |
| <ul style="list-style-type: none"> <li>- Maps - Duplication of maps greater than 11"x17" and</li> <li>- Special requests for plotted maps, aerials, plans, etc. (each)</li> </ul>                                                                                                                                           | \$0.84 per minute                                                                                          |
| <ul style="list-style-type: none"> <li>- Police Body Worn Camera <ul style="list-style-type: none"> <li>• Redaction of audio/video</li> </ul> </li> </ul>                                                                                                                                                                   | \$1/tape/disc<br>Actual cost to reproduce                                                                  |
|                                                                                                                                                                                                                                                                                                                             | 40¢                                                                                                        |

| Permit/Action                                                                                                                                                                                                                                                                               | Fee or Fine (\$)                                                                                                                                                       |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>- Audio recordings of meetings: <ul style="list-style-type: none"> <li>• Duplicated by Staff</li> <li>• Duplicated by outside vendor</li> </ul> </li> <li>- Color photos (cost to reproduce)</li> <li>- Certified copy of a public record</li> </ul> | \$5 for 1 <sup>st</sup> Page and \$1 each after the 1 <sup>st</sup> Page                                                                                               |
| <b>Dishonored Check Fine (in payment of City services)</b>                                                                                                                                                                                                                                  | \$35                                                                                                                                                                   |
| <b>Technology Fee</b>                                                                                                                                                                                                                                                                       | A technology fee of three (3) percent will be assessed on city services including, but not limited to issued building and land use permits and park and event rentals. |

**Section 8. Community Facility Rental Fees.** Fees for renting the City's Community Center and other facilities shall be as listed in Table G.

Table G: Schedule of Rental Fees

| Classification                                     | Rental Amount (\$)                 |
|----------------------------------------------------|------------------------------------|
| <b>Facilities</b>                                  |                                    |
| Athletic Fields                                    | Youth Sports:<br>\$20 every 2hrs   |
|                                                    | Adult Sports:<br>\$30 every 2 hrs. |
| Eagle Ridge Community Garden Bed Rental (Annually) | \$50<br>\$25 ADA Bed (half size)   |
| The Mill                                           | See Table G1 – G3                  |

Table G1: Mill Rental Fees

|                            | Saturday | Friday or Sunday | Mon-Thurs                 |
|----------------------------|----------|------------------|---------------------------|
| Entire Mill                | \$2000   | \$1800           |                           |
| Hartford Hall              | \$1500   | \$1200           | \$85/hr.<br>\$800 all day |
| Hartford Hall w/ The Stack | \$1800   | \$1500           | \$1000                    |

|              |           |           |          |
|--------------|-----------|-----------|----------|
| The Stack    | \$70 /hr. | \$70/hr.  | \$60/hr. |
| Sawyers Room | \$120/hr. | \$100/hr. |          |

**Non-Profit Rental Fee:** 20% discount (rounded up to the nearest dollar)

1. **\*\*Non-Profit Community Interest Groups** devoted to community interest whose activities generally take place within the geographical confines of the City of Lake Stevens. This classification would include, but not be limited to: Girl Scouts, Lake Stevens Historical Society and Lake Stevens Rowing Club. Non-profit group is defined as being registered with the Secretary of State as a non-profit.
2. Use of public facilities for the purpose of generating personal gain is prohibited without written agreement with the City of Lake Stevens.

Table G2: Mill Deposits

The Mill Deposits (refundable when the facility is returned to pre-rental condition and all rules and rental times are followed.

|                            | Deposit | Add Alcohol | Deposit & Alcohol |
|----------------------------|---------|-------------|-------------------|
| Entire Mill or Two Rooms   | \$500   | \$500       | \$1,000           |
| Individual Rooms or Hourly | \$250   | \$250       | \$500             |

Table G2: The Mill – Other Fees

|                                                                                    |       |
|------------------------------------------------------------------------------------|-------|
| Cancellation Fee                                                                   | \$250 |
| Modification Fee (change in hours and/or days; not for adding hours before/after). | \$35  |

**Section 9. Park Fees.** Fees for boat launch parking and the rental of Park Shelters shall be as listed in Table H (below).

Table H: Schedule of Park Fees

|                         | Number of shelters            | Rate  |
|-------------------------|-------------------------------|-------|
| Park Shelter/Facility   | Rental fee                    |       |
| Lundeen Park            | North or South Shelter (half) | \$100 |
|                         | Full Shelter (both sides)     | \$200 |
| North Cove Park Shelter |                               | \$100 |



|                                            |                                                                                                       |
|--------------------------------------------|-------------------------------------------------------------------------------------------------------|
| North Cove Park Observation Deck           | \$100 \$                                                                                              |
| Mill Outdoor Plaza Rental                  | \$100                                                                                                 |
| All Shelters/Facilities – Half Day Rentals | \$60 (Available during peak season, April 1 through September 30.)                                    |
| Cancellation Fee for Shelters/Facilities   | \$25 if cancelled more than 14 days in advanced.<br>No refunds 14 days or less from reservation date. |
| Reservation Date Modification              | \$10 (Modifications cannot be made 14 days or less from reservation date.)                            |
| Boat Launch Parking                        | \$10 for one day<br>\$5 for three-hour parking                                                        |
| Annual Parking Pass                        | \$75<br>\$60 for Lake Stevens Residents (One per household)                                           |
| Technology Fee (CivicRec Transactions)     | 3%                                                                                                    |

**Section 10. Stormwater Utility and Lake Management Charges.** Fees for the Stormwater Management Utility, as per LSMC Title 11, shall be as listed in Table IA (below).

**Table IA: Stormwater Management Utility**

| Type                                                                                         | Impervious Area per Equivalent Service Unit | Annual Rate per                                       |
|----------------------------------------------------------------------------------------------|---------------------------------------------|-------------------------------------------------------|
| Residential and Multifamily Residential with Five or Fewer Units <sup>1</sup>                | NA                                          | \$273 Year 2025<br>\$281 Year 2026<br>\$290 Year 2027 |
| All Other Customers, Including Commercial and Multifamily Residential with Six or More Units | 3,000 square feet                           | \$273 Year 2025<br>\$281 Year 2026<br>\$290 Year 2027 |
| Undeveloped <sup>2</sup>                                                                     | NA                                          | No Charge                                             |
| State Highways                                                                               |                                             | Set in accordance with RCW 90.03.525                  |
| Low Income Senior or Disabled Exemption                                                      |                                             | Set in accordance with Snohomish County guidelines    |

1. Multifamily residential units with five or fewer units will be charged the ESU rate multiplied by the number of units.
2. Undeveloped lots are not altered from the natural state by construction and may include lakefront and split lots.

3. Surface water utility service charges are evaluated in accordance with LSMC Title 11.
4. A developed parcel will receive a minimum of one ESU.

Fees for the Lake Management, as per Title 11 LSMC, shall be listed in Table IB (below).

Table IB: Lake Management Benefit Assessment

| Class         |  | Impervious Surface % | Monthly Rate       | Annual Rate         |
|---------------|--|----------------------|--------------------|---------------------|
| Lakefront Lot |  | NA                   | \$16.00 per parcel | \$192.00 per parcel |
| Split Lot     |  | NA                   | \$11.33 per parcel | \$136.00 per parcel |

1. The lakefront lot assessment applies to each developed parcel within 200-feet of the lake shore. The split lot assessment applies to each land parcel with a portion of the lot abutting the lake shore and an upland portion beyond the limits of the shoreline master program. Each parcel abutting the lake will be charged a lakefront/split lot surcharge in addition to the appropriate Stormwater Management Utility rate.
2. Lakefront lots developed with only a dock or other over the water structure are developed parcels.
3. Lakefront /split lot parcels with multiple single family structures will be charged the applicable assessment in addition to the single family Stormwater Management Utility rate multiplied by the number of units.
4. Commercial lakefront/split lot parcels will be charged a lakefront/split lot assessment in addition to the appropriate rate category by their percentage of impervious surface.
5. Parcels with a common interest in a community beach will be charged a proportionate share of the lakefront assessment in addition to their single family (or other) Stormwater Management Utility rate.

PASSED by the City Council of the City of Lake Stevens on the 17th day of December, 2024.



Brett Galey, Mayor

ATTEST:



Kelly Chelin, City Clerk