

RESOLUTION NO. 578

A RESOLUTION OF THE CITY OF WOODINVILLE CITY COUNCIL, REPEALING FEES ADOPTED BY RESOLUTION NOS. 571 AND 573, ADJUSTING CERTAIN FEES FOR 2020, AND ESTABLISHING FEES AND CHARGES FOR 2021

WHEREAS, RCW 82.02.020 provides municipal corporations the authority to collect reasonable fees to cover the cost of processing development applications, inspecting and reviewing plans, and preparing detailed statements required by chapter 43.21C RCW; and

WHEREAS, the City Council desires to establish fees and charges for services by resolution; and

WHEREAS, the City Council has supported a review of fees and charges to ensure that the fees and charges are appropriate for the service provided; and

WHEREAS, on November 17, 2020, the City Council adopted Resolution No. 573, setting fees for 2021; and

WHEREAS, City staff have identified necessary corrections to the schedule of fees for 2021; and

WHEREAS, Woodinville Fire & Rescue (“WFR”) has proposed that in light of the ongoing pandemic and its resultant impacts on local businesses, some of which seek to shift operations into temporary outdoor structures, the fire permit fee imposed for “Tents and Canopies, Temporary Membrane Structures” be suspended for the remainder of 2020 and through 2021; and

WHEREAS, pursuant to the November 1, 2016 Interlocal Agreement between the City and WFR relating to the administration of a fire and life safety inspection and permitting program in the City, as amended, WFR retains 95% of such fee and remits 5% of such fee to the City; and

WHEREAS, therefore, suspension of such fee will primarily impact WFR’s revenues;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF WOODINVILLE, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Resolution No. 573 is repealed. Effective January 1, 2021, the Woodinville City Council hereby adopts the fees established by this Resolution No. 578 as set forth in Attachment A of this resolution.

Section 2. Effective upon passage of this Resolution, the fire permit fee imposed for “Tents and Canopies, Temporary Membrane Structures” imposed by Resolution No. 571 for 2020 is suspended through December 31, 2020.

Section 3. Severability/Savings. If any section, sentence, clause, or phrase of this Resolution or any resolution adopted or amended hereby, should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phase of this Resolution.

RESOLVED this 8th day of December 2020.

Elaine Cook

Elaine Cook, Mayor

ATTEST/AUTHENTICATED:

Katie A. Hanke

Katie Hanke, City Clerk

Passed by the City Council: 12-08-2020
Resolution No. 578



City of Woodinville 2021 Fee Schedule

Development Services Fees

LAND USE PERMITS These fees are due at submittal of the permit.	
Fee Type	2021 Fee
Development Agreement	\$10,000
Binding Site Plan	\$8,250
Boundary Line Adjustment	\$2,400
Conditional Use Permit	
1. Type 3 Decision (Hearing)	\$6,350, plus Hearing Examiner actual cost
2. Type 2 Administrative Decision	\$1,800
Critical Area Review	
1. Alteration (standalone)	\$2,500
2. Determination	\$550
3. Exception	\$5,250, plus Hearing Examiner actual cost
4. Reasonable Use Permit (standalone)	\$7,000, plus Hearing Examiner actual cost
5. Reasonable Use Permit and Alteration (when review is consolidated)	\$8,000, plus Hearing Examiner actual cost
Design Review Type 1 and Type 2 (when not consolidated with another permit)	
1. Colors and Awning Review only	\$120
1. Design Review – minor construction or alteration	\$450
2. Design Review – major construction or alteration	\$3,800
Home Industry Permit	\$100
Site Plan Review (Design Review included in cost when consolidated)	
1. Site Plan Review Type 2	\$9,950
2. Site Plan Review Type 1	\$4,850
3. Site Plan Review Type 1 when consolidated with a building permit	None
Master Signage Plan	
1. Administrative	\$3,300
2. Planning Commission	\$4,650
3. Amendments	Actual cost
State Environmental Policy Act (SEPA) Review	
1. Threshold Determination (for change of use tenant improvements only)	\$300
2. Threshold Determination (when review is consolidated with other permits)	\$1,000
3. Threshold Determination (standalone)	\$1,750
4. Addendum	\$1,100
5. Threshold Determination for non-project	\$550
6. SEPA Exemption (may be combined with Shoreline Exemption)	\$300
7. Environmental Impact Statement	\$5,000, plus actual cost

LAND USE PERMITS (continued) These fees are due at submittal of the permit.	
Shoreline Permits	
1. Substantial Development	\$6,900
2. Exemption	\$300
3. Conditional Use and/or Variance (separate or combined)	\$12,900, plus Hearing Examiner actual cost
4. Shoreline Permit Revision	\$1,000
Flood Improvement Permit	\$2,500
Flood Variance	\$7,000, plus Hearing Examiner actual cost
Special Use Permit	\$8,500
Subdivisions	
1. Short Subdivision (4 lots or less)	\$7,135
2. Short Subdivision Final (4 lots or less)	\$2,000
3. Short Subdivision Modification	\$2,500
4. Preliminary Subdivision (5 lots or more)	\$18,500, plus Hearing Examiner actual cost
5. Major Modification	\$6,000, plus Hearing Examiner actual cost
6. Final Plat	\$6,000, plus Hearing Examiner actual cost
Temporary Use Permit	\$1,000
Temporary Encampment Permit	\$500
Wireless Service Facility	
1. New Facility	\$5,000
2. Substantial Modification to Existing Facility	\$3,000
Variance	\$9,400
Annexation	Actual cost \$10,000 deposit
Comprehensive Plan Amendment	
1. Housekeeping	\$0
2. Non-Housekeeping	\$6,600
Zoning Code Amendment	
1. Housekeeping	\$0
2. Non-Housekeeping	\$5,200
3. Pre-Annexation	\$5,200
Zoning Map Amendment	\$7,650
Note:	
<ol style="list-style-type: none"> 1. Applications that require a hearing by the City's Hearing Examiner are required to pay the Hearing Examiner deposit at the time of submittal. This deposit is required as part of the submittal fees for a complete application. 2. Land Use Permit fees cover the cost of initial review and three resubmittal reviews. If the application is not approved after the third resubmittal review or there are significant changes to the scope of work, additional fees may apply. 3. For permits requiring large noticing boards, the actual cost of the boards will be charged to the applicant. Projects requiring large notice boards include preliminary subdivisions of ten or more lots, multifamily residential projects exceeding 25 units and/or mixed-use and commercial projects having 20,000 or more square feet of gross floor area. 	

BUILDING PERMITS**Valuation**

Building permit fees are based on the valuation of the project. The Building Official determines the valuation of all work, and will consider alternatives calculation to the Building Valuation Data (BVD) method of valuation, such as actual contracts or bids for the work. The valuation listed on the application is an estimate of the fair market value of construction including all labor and materials and may not be the same valuation determined by the Building Official during review. Where the valuation provided by the applicant is higher than the BVD, the Building Official has the option to accept the provided valuation. Use of the BVD is only an estimate.

The City estimates valuation using the most current edition of the BVD Square Foot Construction Costs Table published by the "Building Safety Journal" and gross square footage. The following percentages apply to the valuation of different work types:

- New construction, shell buildings, additions, etc.: 100% of BVD
- Alterations, repairs & equipment, change of use with minimal work: The valuation listed on the application shall be used concurrent with the approval by the Building Official
- Tenant Improvement, Interior Remodel: 20% of the BVD
- Garages, decks, porches, 100% of the "Utility, miscellaneous" rate in the BVD

Building Permit Fee

These fees are due at issuance of the permit.

Value of the Project	2021 Fee
\$0 - \$10,000	\$185
\$10,000.01 - \$25,000	\$185 for the first \$10,000 plus \$20 for each additional \$1,000, or fraction thereof, to and including \$25,000
\$25,000.01 - \$50,000	\$485 for the first \$25,000 plus \$15 for each additional \$1,000, or fraction thereof, to and including \$50,000
\$50,000.01 - \$100,000	\$860 for the first \$50,000 plus \$10 for each additional \$1,000, or fraction thereof, to and including \$100,000
\$100,000.01 - \$500,000	\$1,360 for the first \$100,000 plus \$8 for each additional \$1,000, or fraction thereof, to and including \$500,000
\$500,000.01 - \$1,000,000	\$4,560 for the first \$500,000 plus \$7 for each additional \$1,000, or a fraction thereof, to and including \$1,000,000
\$1,000,000.01 and up	\$8,060 for the first \$1,000,000 plus \$6 for each additional \$1,000, or fraction thereof
Exceptions – fees shall be as noted and not based on valuation	
Re-roof (single-family residential only)	\$163
Re-roof (commercial/multi-family)	\$163 plus \$2 per 100 SF of Roof
Change of occupancy only	\$300

Building Permit Plan Review

For building and combination building permits, these fees are due at submittal of the permit.

Fee Type	2021 Fee
1. Building Plan Review	65% of the building permit fee
2. Fire Plan Review	15% of the building plan review fee
3. Structural Review	Consultant Cost

NOTE:

1. Plan review fees cover the cost of the initial review and two (2) resubmittal reviews. If the application is not approved after the second resubmittal review or if there are significant changes to the scope of work, additional plan review fees may apply.
2. **Plan review fees do not cover the cost of outside consultant review.**
3. The plan review fee will not be charged for window replacements and other permits that do not require plan review as determined by the building official.

SPECIAL EVENT PERMIT APPLICATIONS	
Fee Type	2021 Fee
1. City Park Use, 31 to 100 participants	\$250
2. City Park Use, 101 to 200 participants	\$450
3. City Park Use, 201 or more participants	\$600
3. City Park Use, Special Expressive Event	\$150
4. Special event on private property (Outdoors >500 people; Indoors over listed occupancy)	\$300, plus \$50 per add'l occurrence
5. City Right-of-Way Use (72 or less continuous hours for fairs, assemblies, bike races, block parties, parades, processions, non-motorized vehicle races, street dances, which do not involve any physical disturbance of the right-of-way)	\$200
6. Youth not-for-profit fundraising	\$10
Note:	
<ol style="list-style-type: none"> Above listed fees include fees for tents, canopies, and temporary signage for event. Other fees may be required to cover the cost of City services necessary for the event, such as police and fire services. \$2 million liability insurance policy is required for all events on public property or rights-of-way. Events for nonprofit organizations providing proof of 501(c)(3) status are charged at 80 percent of above-listed rates. Applications for special events must be submitted at least 30 days in advance. For applications less than 30 days in advance shall be charged an expedited review fee equal to 50 percent of the above-listed rates. 	

DEMOLITION PERMITS (when not consolidated with another permit) These fees are due at issuance of the permit.	
Fee Type	2021 Fee
Residential Demolition/Commercial Demolition (per lot)	\$250
Plan Review, if required	\$65

MECHANICAL FEES		These fees are due at issuance of the permit.
Fee Type	2021 Fee	
Base Mechanical Permit Fee	\$100	
Fee per fixture or piping only (all fixtures include associated piping, duct work or piping only is charged as a single fixture)	\$21	
Plan Review		Building Official Hourly

PLUMBING FEES		These fees are due at issuance of the permit.
Fee Type	2021 Fee	
Base Plumbing Permit Fee	\$100	
Fee per fixture or piping only (all fixtures include associated piping, duct work or piping only is charged as a single fixture)	\$21	
Plan Review		Building Official Hourly

TREE REMOVAL PERMITS		These fees are due at submittal of the permit.
Fee Type	2021 Fee	
Tree Removal Permit Not Associated with Other Construction Permit	\$20	
Public Tree Exemption	\$20	
Tree Removal Associated with Other Construction Permit		Included with other permit

SIGN PERMIT FEES		These fees are due at issuance of the permit.
Fee Type	2021 Fee	
Permanent Sign		
1. Permit fee	\$200	
2. Plan review fee	\$100 per sign	
Permanent Sign Under Master Signage Plan		
1. Permit fee	\$150	
2. Plan review fee	None	
Temporary Sign		
1. Portable and Limited Duration Sign Permit	\$75	
2. Annual Renewal Fee (applicable if the same sign is used after initial permit and code has not changed)	\$20	

SITE DEVELOPMENT PERMIT		These fees are due at issuance of the permit.
Fee Type	2021 Fee	
Construction Mitigation Plan Not consolidated with Other Construction Permit	\$500	
Construction Mitigation Plan consolidated with Other Construction Permit	None	

SITE DEVELOPMENT PERMIT		These fees are due at issuance of the permit.
Fee Type	2021 Fee	
Base fee (0 to 100 cubic yards)	\$200	
101 to 500 cubic yards	\$200 for the first 100 yards plus \$2 for each additional cubic yard or fraction thereof	
501 to 1,000 cubic yards	\$1,000 for the first 500 cubic yards plus \$1.50 for each additional cubic yard or fraction thereof	
1,001 cubic yards or more	\$1,750 for the first 1,000 cubic yards plus \$0.60 for each additional cubic yard or fraction thereof	

RIGHT OF WAY PERMITS		These fees are due at issuance of the permit.
Fee Type	2021 Fee	
Improvement to public right-of-way that is not a requirement of development, such as replacing a driveway or installing a small rockery	\$200	
Improvement to, or installation of utilities in, public right-of-way as part of development	\$900 plus \$2 per foot after first 100 feet	
Installation of utilities in right-of-way that includes only: 1) directional boring, 2) installing wires in existing conduits, overlash to existing aerials, or 3) window cuts less than 16 square feet each	\$800 plus \$2 per foot after first 100 feet up to 1,000 feet, and \$0.20 per foot after first 1,000 feet	
Maintenance of existing utility in public right-of-way (no new utilities installed, no new improvements, no replacement)	\$350	
Heavy Hauling	\$300 Annual renewal fee: \$70	
Short Term Street Closure (72 hours or less, not associated with a special event permit)	\$300 \$2 million liability insurance policy also required	
Installation of residential mailboxes	\$0	
Right-of-Way Vacation	\$3,500	
Right-of-Way Use Permit	\$1,500	

INSPECTION FEES	
These fees are due prior to next inspection.	
Inspection Type	2021 Fee
Inspections greater than two hours	Hourly fee
Re-inspection (including work not ready for inspection when inspector arrives on-site)	Hourly fee
Inspections outside of normal business hours (minimum charge two-hours)	Hourly fee
Inspections for which no fee is specifically indicated	Hourly fee

DEVELOPMENT SERVICES MISCELLANEOUS APPLICATIONS	
Pre-Application	2021 Fee
First Pre-Application Meeting	\$0
Subsequent Meetings	\$150
Multi-Family Housing Property Tax Exemption	2021 Fee
Application	\$400
Annual Compliance Review	\$100
Other Types	2021 Fee
Mobile Vending Permit	\$100
Zoning Verification Letter	\$200
Individual Roadside Memorial Signs	\$230

OTHER PERMIT ADMINISTRATION FEES	
Permit Administration	2021 Fee
Administration Fee	An administration fee of 35%, plus a 2% technology surcharge, is added to all fees and charges listed whenever outside costs are incurred.
Outside Costs	Outside costs are extra costs of services and materials billed to the City that are not included in other permit fees. This includes, but is not limited to, extra costs for publication and posting; attorney fees; filing fees; reproduction costs; and outside engineering, surveying, environmental and other consulting services.
Post-Issuance Permit Revision: These fees are due at issuance of the revision. (Field Change)	\$112, plus hourly fee
Additional Plan Reviews (more than 2 revisions): These fees are due at issuance of the permit.	Hourly fee
Temporary Certificate of Occupancy: These fees are due at issuance of the TCO.	Single Family - \$250 Non-single family - \$500
Extension of Permit, Project Approval: These fees are due at renewal of the permit.	10% of permit fee
Special Investigative Fee for Work Initiated or Completed without a Permit: These fees are due at issuance of the permit and are paid in addition to the required permit fees.	Equal to permit fee (plan review fees not included)
Washington State Building Code Council Fee Residential	\$6.50 per residential building permit plus an additional \$2.00 per unit after the first
Washington State Building Code Council Fee Commercial	\$25 per commercial building permit plus an additional \$2.00 per residential unit.
Refunds	Except as noted otherwise, fees and charges are nonrefundable.

ADVANCED DEPOSITS		These fees are due at submittal of the permit.
Fee Type	2021 Fee	
1. Hearing Examiner	\$3,100	
2. City Attorney	\$2,500	
3. Other Consultant Reviews	\$1,500	
Note:		
1. The Hearing Examiner deposit can be adjusted by the Development Services Director to reflect the fee stated in the Hearing Examiner contract with the City.		
2. The Hearing Examiner deposit can be adjusted by the Development Services Director to reflect the fee stated in the Hearing All deposits required in this resolution shall be held for a period of not to exceed three (3) months from the date of completion of the project to allow for all billings related to the event to be received by the City and billed against the deposit. Deposits are meant to reimburse the costs involved. When costs exceed the original deposit, an additional deposit will be required before any further work will be performed by the City. The amount of the additional deposit shall be determined by the City. No interest shall accrue to any deposit.		

IMPACT FEES		These fees are due at issuance of the permit.
Fee Type	2021 Fee	
Park Impact Fee	\$3,175 per dwelling unit	
Traffic Impact Fee	\$440 per ADT	
School Impact Fee for single family homes and townhomes (collected by Northshore School District)	\$17,080 per single-family/townhouse and \$1,504 per multifamily (2+ bedrooms) dwelling unit	
Impact Fee Deferral Administration	\$345	

APPEALS/INTERPRETATIONS		These fees are due at submittal.
Fee Type	2021 Fee	
Appeal filing fee (administrative decisions)	\$1,680	
Building Official Decision or Public Works Decision: These fees are due at issuance of the permit.	\$100 plus, hourly fee	
Transportation Infrastructure Deviations	\$100 plus, hourly fee	
Development Services Director Interpretation	\$2,550	

DEVELOPMENT SERVICES HOURLY RATES	
Fee schedule for utilization of administrative review, which involves City staff time in excess of normal permit processing, and for any permit in which a fee is not established.	
Position	2021 Fee
Public Works Director, Development Services Director	\$149
Assistant Public Works Director, Planning Manager	\$127
Building Official	\$120
Senior Engineer	\$118
Building Plans Examiner, Engineer I	\$109
Building Inspector II, Fire Inspector, Planner	\$106
Senior AA, Engineering Technician	\$96
Permit Technician II	\$93
Any other staff	\$109

FIRE PERMIT FEES		These fees are due at issuance of the permit.
Fire Alarm System		2021 Fee
Modification (Monitoring, Device Swap, Tenant Improvement, etc.)		\$300
New Systems		\$500
Fire Sprinkler System		2021 Fee
Tenant Improvement (20 heads or less)		\$300
New Systems and Tenant Improvements over 20 heads (fee charged per riser)		\$500
Fire Extinguishing/Suppression System		2021 Fee
New Systems and Modifications		\$350
Underground Supply Permits		2021 Fee
Commercial/Residential Buildings (excludes single family residential)		\$465
Standpipe Installation		2021 Fee
Class I, II, or III		\$437
Other Types of Permits/Inspections		2021 Fee
Tents and Canopies, Temporary Membrane Structures (per tent)		None
Fire Pump Installation		\$350
Emergency Responder Radio		\$500
Stairway pressurization and smoke control plans		\$500
Permitted Hazardous Materials		\$500
Flammable/Combustible Liquids/Construction		
1. Tank Install		\$500
2. Tank Removal		\$300
LPG Construction		
1. Install or Modify LP-gas system/Construction		\$400
2. Tank Install - Residential (R-3) >500 gals only		\$200
Compressed Gas System, Install, Modify, or Remove		\$500
Inspection/Testing, if over 2 hours total per permit		Hourly fee

ANNUAL OPERATIONAL FIRE PERMIT FEES		These fees are due at issuance of the permit.
<p>An operational permit shall be required for any activity or operation listed in the International Fire Code (IFC) Section 105.6. No permit or fee shall be required for the use of candles in ceremonies by non-profit organizations. The following require an operational fire permit pursuant to IFC Section 105.6.1 through 105.6.48:</p>		
<ul style="list-style-type: none"> - Aerosol products - Amusement Buildings - Aviation facilities - Carnivals and fairs - Cellulose nitrate film - Combustible dust-producing operations - Combustible fibers - Compressed gases - Covered and open mall buildings - Cryogenic fluids - Cutting and welding - Dry cleaning - Exhibits and trade shows - Explosives - Fire hydrants and valves - Flammable and combustible liquids - Floor finishing - Fruit and crop ripening - Fumigation and insecticidal fogging - Hazardous materials - HPM facilities - High-piled storage - Hot work operations - Industrial ovens - Lumber yards and woodworking plants - Liquid- or gas-fueled vehicles or equipment in assembly buildings - LP-gas - Magnesium - Miscellaneous combustible storage - Mobile food preparation vehicles - Motor fuel-dispensing facilities - On demand mobile fueling - Open burning - Open flames and torches - Open flames and torches - Open flames and candles - Organic coatings - Places of Assembly - Plant Extraction Systems - Private fire hydrants - Pyrotechnic special effects material - Pyroxylin plastics - Refrigerated equipment - Repair garages and motor fuel-dispensing facilities - Rooftop heliports - Spraying or dipping - Storage of scrap tires and tire byproducts - Tire-rebuilding plants - Waste handling - Wood products 		
Fee Type	2021 Fee	
1 operation	\$200	
2 operations	\$350	
3 operations	\$500	
4 operations	\$600	
5 operations	\$700	
6 operations	\$775	
7 operations	\$825	
8 operations	\$875	
9 operations	\$925	
10 operations	\$975	
Reviews/Inspections/Renewals	2021 Fee	
Special Inspections or Re-inspections (including work not ready for inspection when inspector arrives on-site, inspections outside of business hours, or where more than two inspections have occurred)	Hourly fee	

Surface Water Management Fees

SURFACE WATER MANAGEMENT		
Rate Category	Percent Impervious Surface	2021 Annual Service Charge
1) Residential: single-family home	NA	\$200.00/parcel
2) Very Light*	≤ 10%	\$200.00/parcel
3) Light*	More than 10%, ≤ 20%	\$466.69/acre
4) Moderate*	More than 20%, ≤ 45%	\$966.72/acre
5) Moderate Heavy*	More than 45%, ≤ 65%	\$1,866.76/acre
6) Heavy*	More than 65%, ≤ 85%	\$2,366.75/acre
7) Very Heavy*	More than 85%, ≤ 100%	\$3,100.15/acre

* Commercial properties that have flow control systems that the City inspected in 2020 and that the property owner properly maintained or brought the system into compliance by the 2020 deadline provided by City SWM staff, will be entitled to a rate reduction of one rate category per acre. If the parcel is a Very Light rate category, it will receive a 50% rate reduction. This credit program has been discontinued and will not be available for rates charged in 2022.

Park Fees

SPORTS FIELD RENTAL FEES	
Description	2021 Fee
Youth Non-Resident	\$75.00/hr. Per Field
Youth Resident*	\$40.00/hr. Per Field
Adult - Resident and Non-Resident	\$75.00/hr. Per Field

*Criteria to Qualify for Woodinville Youth Resident Discount:

Individual/Non-Block Booking Applicants:

1. Applicant or Business must have Woodinville City address.
2. Rental event must be non-commercial in nature. All commercial rentals will be charged the non-resident rate.

A Block Booking Permit must be completed for customers requesting more than 10 permit days within a 6-month period. Block Booking is only available to non-profit organizations, such as sport leagues.

Organization Block Booking:

Must have at least 50 members or 10% of the organization roster be Woodinville residents (live within Woodinville City Limits); and meet at least three of the following criteria:

1. Official mailing address or place of business within Woodinville City Limits
2. "Woodinville" is included in the Official Name of the Organization
3. Legally formed and existing Non-Profit Status
4. Rental event must be non-commercial in nature.

OTHER PARK AND FIELD FEES	
Description	2021 Fee
Lighting per hour per field	\$23
Park or sports field excessive litter* clean up (fee is calculated on actual staff hours to perform clean up, with a minimum fee of one staff hour.)	\$55 hourly rate

*User groups are responsible for damage, including litter cleanup, during sport field and park use. Maintenance staff will monitor, and report excessive amounts of litter left by groups, who will be charged, at minimum, a one hour clean up fee. Repeat offenders may lose field or park use privileges.

Other City Fees

PUBLIC RECORD CHARGES	
Description	2021 Fee
Black & white color copies - 11x17 or smaller	\$0.15 per page
Color copies - 11x17 or smaller	\$0.15 per page
Black & white or color copies - larger than 11x17	Actual cost charged by outside vendor
Scans - 11x17 or smaller	\$0.10 per page
Scans - larger than 11x17	Actual cost charged by outside vendor
Uploads - to email, cloud-based data storage service, or other means of electronic delivery	\$0.05 per each four electronic files or attachment
Transmissions - in electronic format or for the use of agency equipment to send the records electronically	\$0.10 per gigabyte
City provided digital storage device or mailing container	Actual cost
Customized IT Service Charge - used when IT expertise is necessary to prepare data or provide electronic access (includes GIS requests)	\$54 per hour
Outside vendor services - used for unusual formats, large quantities, or expedited services or delivery	Actual cost

Note: The City does not charge for public records when the total amount due is less than \$2.00.

NOTARY SERVICES	
Description	2021 Fee
Fee for performing notary services	\$10 per notary block

WAYFINDING SIGNS	
Description	2021 Fee
Fee for each participant's sign location	\$200

PASSPORT FEES*	
(Exclusive of US Department of State charges)	
Description	2021 Fee
City Processing Fee	\$35
City Photo fee	\$12

*Fees established by US Dept. Of State

FALSE ALARM FEES	
False alarms are based on a calendar year basis. Service fees are determined by the number of false alarms that occur each year between January 1 and December 31	
Description	2021 Fee
Commercial Alarms:	
Third, fourth and fifth false alarms	\$50 each
Sixth and additional false alarms	\$100 each
Residential Alarms:	
Fourth and fifth false alarms	\$50 each
Sixth and additional false alarms	\$100 each

FINGERPRINTING	
Description	2021 Fee
First two cards	\$17
Additional cards	\$6

PET LICENSE FEES	
Description	2021 Fee
Altered [1]	\$30
Unaltered	\$60
Juvenile pet [2]	\$15
Senior citizen [3]	\$15
Replacement	\$5
Transfer	\$5
Disabled [4]	\$15

[1] Proof is required

[2] Pet is 8 weeks to 6 months old. License is good for 6 months

[3] Owner proves they are 65 or older with proof of pet spayed or neutered

[4] Owner meets eligibility requirements for a Metro Regional Reduced Fare Permit

DOOR-TO-DOOR CANVASSERS, PEDDLERS AND SOLICITORS LICENSE	
Description	2021 Fee
Licensing for six months	\$130