



CITY OF
TUMWATER

**PUBLIC WORKS COMMITTEE
MEETING AGENDA**

**Online via Zoom and In Person at
Tumwater City Hall, Council Conference
Room, 555 Israel Rd. SW, Tumwater, WA
98501**

**Thursday, December 04, 2025
8:00 AM**

1. Call to Order
2. Roll Call
- [3.](#) Approval of Minutes: Public Works Committee, November 6, 2025
- [4.](#) 2026 Sustainability Division Work Plan Discussion (Water Resources & Sustainability Department)
- [5.](#) Resolution No. R2025-018 2026, Fee Schedule (Finance Department)
- [6.](#) Service Provider Agreement with MTN2COAST for On-Call Services Amendment No. 1 (Transportation & Engineering Department)
7. Additional Items
8. Adjourn

Meeting Information

All committee members will be attending remotely. The public are welcome to attend in person, by telephone or online via Zoom.

Watch Online

<https://us02web.zoom.us/j/85049883081?pwd=QHnUIHQln9IJkka0kMO34c4hEp90MI.1>

Listen by Telephone

Call (253) 215-8782, listen for the prompts and enter the Webinar ID 850 4988 3081 and Passcode 680314.

Public Comment

The public may submit comments by sending an email to council@ci.tumwater.wa.us, no later than 5:00 p.m. the day before the meeting. Comments are submitted directly to the Committee members and will not be read individually into the record of the meeting.

Post Meeting

Video of this meeting will be recorded and posted on our City Meeting page: <https://tumwater-wa.municodemeetings.com>.

Accommodations

The City of Tumwater takes pride in ensuring that people with disabilities are able to take part in, and

benefit from, the range of public programs, services, and activities offered by the City. To request an accommodation or alternate format of communication, please contact the City's ADA Coordinator directly, call (360) 754-4129 or email ADACoordinator@ci.tumwater.wa.us. For vision or hearing impaired services, please contact the Washington State Relay Services at 7-1-1 or 1-(800)-833-6384.

MEETING MINUTES

TUMWATER PUBLIC WORKS COMMITTEE
NOVEMBER 6, 2025



CONVENE: 8:00 a.m.

PRESENT: Chair Eileen Swarthout and Councilmember Angela Jefferson

Excused: Councilmember Michael Althausen

Staff: Transportation & Engineering Deputy Director Jeff Cook, Water Resources Specialist Grant Gilmore, Transportation & Engineering Director Brandon Hicks, Water Resources & Sustainability Deputy Director Tyle Zuchowski, Parks & Recreation Director Chuck Denney, City Attorney Karen Kirkpatrick, Water Resources & Sustainability Program Manager Patrick Soderberg, Finance Director Troy Niemeyer, Senior Engineer Joseph Norman, Engineer III Ryan Blaser, City Administrator Lisa Parks, Community Engagement Specialist Marnie McGrath and Administrative Assistant Kelly Quiroz

APPROVAL OF MINUTES: Councilmember Swarthout moved, seconded by Councilmember Jefferson, to approve the minutes of October 23, 2025 as presented. A voice vote approved the motion.

LAND LICENSE WITH EARTHSCOPE CONSORTIUM, INC FOR GPS STATION AT TUMWATER HILL PARK: Director Denney gave a brief overview of our land license with EarthScope Consortium, Inc. He explained that after the 2007 earthquake in Washington State, the City was approached by the U.S. Geological Survey to install a monitoring station on Tumwater Hill to monitor ground shifts over time. This lease expires at the end of 2025 and needs to be renewed.

MOTION: Councilmember Swarthout moved, seconded by Councilmember Jefferson, to place the Land License with EarthScope Consortium, Inc for GPS Station at Tumwater Hill

Park on the November 18, 2025, City Council consent calendar with a recommendation to approve and authorize the Mayor to sign. A voice vote approved the motion unanimously.

**SUPPLEMENTAL
AGREEMENT WITH
SCJ ALLIANCE FOR
THE 1-5 & SR 121-
93RD AVE SE
INTERCHANGE
IMPROVEMENTS
STUDY PROJECT
AMENDMENT NO. 1:
MOTION:**

Deputy Director Cook presented a supplemental agreement amendment number one with SCJ Alliance for the I-5 and SR 121 – 93rd Avenue SE Interchange improvements study. He explained that the subject matter expert for the study no longer works for SCJ Alliance, so to retain him the amendment is required. There are no added costs to the amendment.

Councilmember Jefferson moved, seconded by Councilmember Swarthout, to place the Supplemental Agreement No. 1 with SCJ Alliance for the 1-5 & SR 121-93rd Ave SE Interchange Improvements Study project on the November 18, 2025 City Council consent calendar with a recommendation to approve and authorize the Mayor to sign. A voice vote approved the motion unanimously.

**SERVICE PROVIDER
AGREEMENT WITH
SARGENT ENGINEERS
FOR ON-CALL
ENGINEERING
SERVICES
AMENDMENT NO. 1:**

Engineer Blaser explained that the purpose of this amendment is to extend the on-call contract with Sargent Engineers until December 31, 2026, and increase the not-to-exceed amount to \$140,000. This agreement provides bridge maintenance for projects throughout the City.

MOTION:

Councilmember Jefferson moved, seconded by Councilmember Swarthout, to place the Service Provider Agreement with Sargent Engineers for On-Call Engineering Services Amendment No. 1 on the City Council consent calendar on November 18, 2025, with a recommendation for the Mayor to sign. A voice vote approved the motion unanimously.

**SERVICE PROVIDER
AGREEMENT WITH
STANTEC FOR THE
PIONEER PARK
RESTORATION**

Program Manager Gilmore explained that the purpose of this project is to reduce sediment load from the Deschutes River. This amendment allocates existing funds, within the Phase 1 project budget cycle, to include two additional tasks that were not included in the original scope of work. This fourth amendment

PROJECT AMENDMENT 4: adds \$48,417.00 to the existing contract, bringing the project total to \$442,401.00.

MOTION: Councilmember Swarthout moved, seconded by Councilmember Jefferson, to place the Amendment 4 of the Service Provider Agreement with Stantec for the Pioneer Park Restoration Project on the Nov 18, 2025 City Council consent calendar with a recommendation to approve and authorize the Mayor to sign. A voice vote approved the motion unanimously.

ADDITIONAL ITEMS: Administrator Parks let the Committee know that the December 16, 2025, meeting will not be cancelled.

ADJOURNMENT: With there being no further business, Chair Swarthout adjourned the meeting at 8:25 a.m.

Prepared by Kelly Quiroz, Administrative Assistant

TO: Public Works Committee
FROM: Alyssa Jones Wood, Sustainability Manager
DATE: December 4, 2025
SUBJECT: 2026 Sustainability Division Work Plan Discussion

1) Recommended Action:

Place the 2026 Sustainability Division Work Plan on the January 6, 2026 City Council consent calendar with a recommendation for Council to approve.

2) Background:

City Council approval of the 2026 Sustainability Division Work Plan is needed to approve staff time be allocated to specific “draft actions” from the Climate Element of the city Comprehensive Plan.

The Tumwater Tree Board was briefed on the draft 2026 Sustainability Division Work Plan on November 10, 2025 and voiced no objections.

3) Policy Support:

- Comprehensive Plan, Climate Element
 - Resolution R2018-015 - Adopting common greenhouse gas emission reduction targets
 - Resolution R2021-001 - Accepting the Thurston Climate Mitigation Plan
 - Resolution R2021-002 - Declaring a climate emergency.
 - Ordinance O2020-004 – Adopting the Urban Forestry Management Plan
-

4) Alternatives:

- ☐ Suggest changes to the 2026 Sustainability Division Work Plan. Any changes will require staff time to reallocate available hours. Changes may also require cascading changes to anticipated timelines and communication to interested community members.
-

5) Fiscal Notes:

The 2026 work plan includes items that are internally funded as well as funded through external state and federal programs. Internal funding was allocated in the 2025/2026 biennium budget throughout the General Fund and utility funds. Staff continue to aggressively apply for external funding opportunities as they arise.

6) Attachments:

A. 2026 Sustainability Division Work Plan

DRAFT 2026 SUSTAINABILITY DIVISION WORK PLAN | LAST UPDATED 11/4/25

Project	Sustainability Manager Hours	Urban Forester Hours	Civic Spark Fellow Hours	Project Origin	Project description/comments
TCMP and Climate Element Implementation					
Energize Thurston 2026	50	0	0	TCMP and Climate Element	Continuation of the Energize Thurston heat pump program utilizing WA Department of Commerce HEAR grant funding (pending funding).
Gap analysis of vehicle miles traveled	100	0	0	TCMP and Climate Element	2026 Thurston Climate Mitigation Collaborative (TCMC) regional initiative to conduct a regional gap analysis of existing plans, policies, and implementation practices related to vehicle miles traveled reduction goals in the Thurston Climate Mitigation Plan. City of Tumwater is serving as project lead for this regional work.
Home Energy Score model ordinance	40	0	0	TCMP and Climate Element	Consideration of adoption or alternatives for program delivery. If adopted, development of the supporting program regionally with other TCMC jurisdictions
Development code updates	90	0	0	TCMP and Climate Element	Working with CDD staff to include code updates suggested by the Climate Element into 2026 Development Regulation periodic update including but not limited to: resilience measures, solar ready/southern roof orientation incentives, and large scale energy storage.
Climate Change Vulnerability Assessment	100	0	40	Climate Element	Working with the Puget Sound Preparedness Collaborative Small Communities cohort to develop a vulnerability assessment and adaptation plan of community, built assets, natural assets, and city operations to climate change hazards.
Assess staffing need and cost to implement Climate Element	50	0	0	Climate Element	Estimate the number of staff, types of positions, funding, and potential funding opportunities to fully implement the Climate Element.

Investigate incentive and grant programs from Climate Element	100	0	50	Climate Element	Including but not limited to bike/e-bike rebate, technical assistance to existing rental housing providers for EV charging, neighborhood scale resilience grants, and portable cooling program or rebates.
Vulnerable population database	47	0	60	Climate Element	Working with community based organizations to develop a list of vulnerable community members who require aid and/or check in calls during or after emergencies.
PSE Pole EV Charging program	5	0	0	TCMP	Working with PSE to deploy pole EV charging in Tumwater
Train city staff on climate element	8	0	35	Climate Element	Develop training materials for Tumwater employees on the Climate Element and provide opportunities for instruction.
Tribal resources exposure analysis	40	0	0	Climate Element	In collaboration with the Tribes, identify consumptive and non-consumptive resources that would be adversely impacted by climate change
Tribal forage access	60	30	0	Climate Element	Collaborate with tribes to provide access to foraging opportunities including but not limited to camas, evergreen huckleberry, bog plant species, and cedar.
Equity Commission support	10	0	0	City Priorities	Assisting Executive Department as needed.
Community Resilience Hub support	10	0	100	Climate Element	Support the work of community based organizations and regional agencies creating and implementing resilience hubs
Post-Disaster mental health resource creation	10	0	50	Climate Element	Develop and share guidance for navigating post-disaster mental health and social resources, translated into multiple languages
Food equity partnerships	10	0	100	Climate Element	Identify relevant stakeholders who can further sustainable, climate-adapted, and equitable food distribution in Tumwater. Assist in Food System Plan implementation.
Thurston County Extreme Heat, Emergency Response, and Illness Prevention Plan.	15	15	100	Climate Element	Implement any Tumwater actions in the Thurston County Extreme Heat, Emergency Response, and Illness Prevention Plan. Placed on below the line projects because the date for completion of the plan is unknown.

Solar plus storage construction, assisting Parks & Facilities (pending grant funding)	45	0	0	TCMP and Climate Element	If funding is awarded, assist with Parks & Facilities and coordinate with the Fire Department and Library to install solar and battery storage systems at both buildings.
Increase access to 24 hour cooling centers	10	0	250	Climate Element	Coordinate with other agencies and jurisdictions to provide more cooling centers with 24-hour capacity
Urban Forestry					
Tree Board	25	25	0	TMC 2.66	Preparation for and holding Tree Board meetings
TMC 16.08 Tree & Vegetation Protection Code Amendments	25	75	0	UFMP	Working with CDD to update code
TMC 18.47 Landscape Code Amendments	25	75	0	UFMP	Working with CDD to update code
TMC 12.24 Street Tree Code Amendments	25	75	0	UFMP	Working with CDD to update code
Tree City USA	0	15	0	UFMP	Maintaining the City Tree City USA accreditation
Arbor Day celebration	2	15	0	UFMP	Supporting Tree Board in their annual Arbor Day celebration
Tree Inventory	0	350	0	UFMP	Mapping Tumwater maintained trees.
Invasive Pest Management (EAB/MOB/Emergent pests)	0	360	0	UFMP	Managing City response on invasive pests to the area.
Development Review	0	260	0	UFMP	
Tree Planting & Distribution programs	0	75	0	UFMP	Per River Network Grant
Code Enforcement	0	25	0	UFMP	
Tree Assessments	0	100	0	UFMP	

General Administration

TCMC Meetings	110	0	0	TCMC ILA	Staff Team, Community Advisory Workgroup, and Executive Committee meetings and associated meeting preparation
Green Team	35	0	0	Council Strategic Priorities	Interdepartmental team focused on city operations sustainability
Commute Trip Reduction	50	0	0	WA Commute Trip Reduction Law	Serving as the City Employee Transportation Coordinator of the Commute Trip Reduction program. Includes promoting the program, processing enrollments, and required reporting.
WRS Team Meetings	78	25	10		Regular departmental staff meetings
Grant writing and management	50	25	15	Opportunities	Aggressively seeking funding opportunities to support planned work
Employee Management	300	25	0	TCMP and Climate Element	Including staff, temporary staff, and interns. Internship projects could include but are not limited to behavior change campaign, deconstruction standards, pre-event recovery ordinance, access to green space, urban forest inventory updates, and reviewing adaptation plans from communities with similar risks.
Developing 27/28 budget	30	10	0	Biennium Budget Process	Developing the Sustainability Division's biennium budget request.
Onboarding	20	0	50		Onboarding the Civic Spark Fellow
Green Business Committee	25	0	0	ILA with Chamber of Commerce	Participation in the Thurston Chamber of Commerce Green Business Committee, inclusive of meetings, review of applications, and planning award luncheon.

Other

Community outreach & relationships	100	50	100		Including but not limited to relationship building with community based organizations, attending city events, attending events organized by frontline community members and organizations, community based organizations, providing education and outreach on topics outlined in Climate Element, TCMP, and UFMP
Professional Development	50	50	30		Civic Spark fellowship determines the number of hours for professional development training

Ecosystem Services Assessment	10	20	0		Initially completing an inventory of natural assets in Tumwater, per stormwater SMAP.
Civic Spark Requirements	0	0	210		Requirements of the Civic Spark program.
Yet to be determined	40	100	0		Hours available for projects/programs yet to be determined.
Total Hours	1800	1800	1200		
Total Available Staff (FTE)	1	1	1		
Total available staff time (hours X FTE)	1800	1800	1200		Civic Spark is a 8 month fellowship from January to September.
Staff Time Difference (hours x FTE)	0	0	0		

Below the line projects (to be considered as projects above are completed and staff time is available)

Project	Sustainability Manager Hours	Urban Forester Hours	Civic Spark Fellow Hours	Project Origin	Project description/comments
Existing building technical assistance	45	20	0	Climate Element	Provide educational resources and/or technical assistance to industry professionals and building owners and managers on energy-efficient building design, retrofits, and operations for new and existing buildings
Boost PSE Energy programs locally	25	0	0	Climate Element	Collaborate with PSE and/or other energy providers to promote and/or deploy energy efficiency programs, local funds, and customer enrollment in clean energy projects and programs
Public-Private Partnerships for renewable projects	60	0	60	Climate Element	Pursue private-public partnerships to accelerate clean energy projects
Public-Private partnerships for Level 3 EV chargers	60	0	60	Climate Element	Develop public-private partnerships to install two or more Level 3 EV chargers at commercial centers
First and last mile improvements	250	0	250	Climate Element	Work with Intercity Transit or other agencies/consultants on first and last mile improvements

Traditional Ecological Knowledge	Unknown	10	0	Climate Element	In collaboration with the Tribes, develop guidelines and standards for incorporating Traditional Ecological Knowledge into Tumwater programs and planning efforts to adapt to climate change impacts
Proactive historic and cultural site protection	Unknown	10	0	Climate Element	Request recommendations from the Tribes for actions Tumwater can take to preserve historic sites and cultural properties.
Workforce development for climate impacted workers	150	50	0	Climate Element	Form partnerships with workforce development organizations to provide services and resources to Tumwater community members that support workers and local businesses affected by climate change.
Sustainable food production and consumption	50	20	20	Climate Element	Explore opportunities for the community to provide and engage in local and sustainable food production and consumption, such as farmers markets and community gardens.
Increase food bank access	50	0	0	Climate Element	Coordinate with the Food Bank to expand access to food assistance services.
Nutritious food access gap analysis	75	15	0	Climate Element	Conduct community outreach to find gaps and barriers in consistent access to nutritious food.
Food Forest Implementation	20	100	0	UFMP	Identify locations in Tumwater and begin scope of work to grow an equitable food forest
Stormwater Design Implementation	0	250	0	UFMP	Working with stormwater utility engineers to identify alternatives to stormwater hardscapes
Additional Tree Plantings	0	20	0	UFMP	Sapling planting in undevelopable parcels throughout the City of Tumwater
Hazard Tree Mitigation	0	60	0	UFMP	Removal and abatement of Hazard trees in City owned properties
Sidewalk Repair	0	100	0		Working with TED to find alternative solutions to sidewalk upheaval

Thurston County Municipal Tree Group	0	40	0	UFMP	Coordinate with the other municipalities to share resources and information to combat issues regards trees in the urban environment.
HOA Engagement	100	100	0	UFMP	Meeting with HOA's to educate them on tree care and mitigation options
Pruning	0	30	0	UFMP	Either assist with or supervise tree pruning in the ROW and Parks
Wood Recycling Program	50	150	0	UFMP	Create, manage, and partner with local industry to recycle all our urban wood waste.
Low Carbon Freight	50	0	0	Climate Element	Collaborate with local businesses and industries to explore low-carbon options for deliveries and the movement of goods into, out of, and through Tumwater
Pre-Event Recovery Ordinance	100	20	25	Climate Element	Explore developing a pre-event recovery ordinance using American Planning Association's guidance that will allow Tumwater to facilitate a Local Recovery Management Organization charged with planning for long-term resident disaster recovery.
Green Space Access Gaps	25	25	25	Climate Element	Utilize data from the Trust for Public Land and from community outreach efforts to find any gaps in equitable access to public green spaces
Native Plant Nursery	10	200	0	Climate Element	Work with local partners, especially representatives of the Tribes, to facilitate a native plant nursery and seed bank to support long-term ecological restoration and foster continued access to culturally significant plants
Historical and Cultural Sites	30	10	0	Climate Element	Request recommendations from the Tribes for actions Tumwater can take to preserve historic sites and cultural properties
Total hours	1150	1230	440		
Number of FTEs to complete work	0.64	0.68	0.24		

TO: Public Works Committee
FROM: Troy Niemeyer, Finance Director
DATE: December 4, 2025
SUBJECT: Resolution No. R2025-018 2026 Fee Schedule

1) Recommended Action:

Place Resolution R2025-018 2026 Fee Schedule on the December 16, 2025 City Council considerations calendar with a recommendation to adopt.

2) Background:

The City annually adjusts fees via fee resolution that applies to all City service areas as outlined in the attached memorandum and reflected in the 2026 Revised Fee Schedule.

3) Policy Support:

Be a Leader in Environmental Sustainability.
Refine and Sustain a Great Organization.
Purse Targeted Community Development Opportunities.
Create and Maintain a Transportation System Safe for All Modes of Travel.

4) Alternatives:

☐ Do not adopt the proposed fee changes.

5) Fiscal Notes:

Fees proposed will be effective January 1, 2026.

6) Attachments:

A. Memorandum RE: Resolution No. R2025-018 – Fee Schedule
B. 2026 Revised Fee Schedule – Redlined
C. Resolution No. R2025-018 with Exhibit A – 2026 Fee Schedule
D. 2025 Current Utility Rates & 2025 Proposed Rates Comparison

MEMORANDUM

TO: Debbie Sullivan, Mayor
City Council

FROM: Troy Niemeyer, Finance Director

DATE: December 2, 2025

RE: Resolution No. R2025-018 – 2026 Fee Schedule

The City annually updates the City fees for various services. This memo provides general background and justification for the proposed fee changes. General housekeeping edits have been made to update section language and references.

Table I – Business Licenses, Administrative & Publications

- No changes to any fees on this table.

Table II – Zoning, Land Division & Environmental

- **Park Impact Fees** – Updated housing type terms to add “Middle Housing”, which includes duplexes, triplexes, quadplexes, and cottage housing.
- **Park Impact Fees (cont’d)** - Removed language regarding multi-family and “attached or detached” homes as a result of adding the new housing type “Middle Housing”.
- **Transportation Concurrency** – Increased fees by 1.5%.

Table III – Building & Fire Safety

- **Building Code Fees** – “Middle Housing” housing type and associated fees added. See Table II changes for “Middle Housing” definition.

Table IV – Transportation, Engineering, Utilities & Utility Connections

- **Transportation & Engineering Licensing and Permit Fees** – Increased to reflect current rates.
- **Street & Alley Vacation** - New Hearing, Ordinance, and Adoption fee of \$640.00 added.
- **Utility Connection Fees:**
 - Water fees increased by 9%
 - Sewer fees increased by 4%
 - LOTT Capacity Development Charge increased from \$7,434.99 to \$7,806.74.

Table V – Public Safety

- **Fire Alarm Systems** – 3rd alarm fee increased from \$401.00 to \$413.00.
- **Prescribed Burning** – Added a prescribed burn permit application fee of \$220.00

Table VI – Recreation

- **Recreation Services** – Increased athletic field use fee from \$20.00 to \$22.00.
- **Public Events Permit** – Increased permit fee from \$10.00 to \$50.00.

Table VII – Utility Rates

- **Utility Rates**
 - Water rate increase of 5.5%
 - Sewer rate increase of 6.5%
 - Storm rate increase of 8%
- **Connection Fees**
 - Water fee increase of 9%
 - Sewer fee increase of 4%
- **Non-Residential Water Rates – per hundred cubic feet (~750 gallons)**
 - General Commercial - Increase from \$3.54 to \$3.73
 - Irrigation – Increase from \$4.23 to \$4.46
- **LOTT Wastewater Service Charge** – Increase of 3% to \$48.95, per LOTT.

Table VIII – Utility Rebates & Incentives

- Table name changed from Life-line Program to Utility Rebates & Incentives for better clarity.
- **Life-line Program** – No changes to the program; all discounts remain at 50% for regular utility rates and associated fees.

2026 Table I				
BUSINESS LICENSES, ADMINISTRATIVE & PUBLICATIONS				
Primary Department	Title	Rate/Fee/Charge	2026 NEW RATES	Code Reference (if applicable)
Various Departments	Blueprints and Photocopies			
	Blueprints	\$0.50 per square foot		\$3.48.020
	Photocopies	\$0.15 per page over 10		
Transportation & Engineering	GIS Maps (Including Zoning Maps)			
	• City Street Map (36" x 48")	\$12.00	\$12.00	
	• E Size (34" x 44")	\$11.00	\$11.00	
	• D Size (22" x 34")	\$6.00	\$6.00	
	• C Size (17" x 22")	\$5.00	\$5.00	
	<i>Note: Any map printed at a different size than listed here, will be billed to the closest matching size from the list above.</i>			
Community Development	Comprehensive Plan Document, Volume I			
	• Land Use Plan	\$15.00		
	• Housing Plan	\$8.00		
	• Parks & Recreation Plan	\$5.00		
	• Lands for Public Purpose/EPF Plan	\$5.00		
	• Utilities Plan	\$12.00		
	• Capital Facilities Plan	\$10.00		
	Complete Volume I	\$55.00		
	Comprehensive Plan Document, Volume II			
	• Conservation Plan	\$6.00		
	• Economic Development Plan	\$5.00		
	• Transportation Plan	\$18.00		
	• Joint Plan	\$25.00		
	• <i>Shoreline Master Program (SMP)</i>	\$25.00		
	– SMP for the Thurston Region	\$9.00		
Various Departments	– Deschutes Riparian Habitat Plan	\$5.00		
	– Deschutes River Special Area	\$5.00		
	– New Market Historic District Plan	\$6.00		
	Complete Volume II	\$79.00		
	Development Guide			
	Disk Copy	\$25.00		
	Paper Copy	\$30.00		
	Notary Fee for Non-City related documents	\$10.00 each		
Administrative Services	Public Records			
	• Photocopying	\$0.15 per page over 10		
	• Copies on Compact Discs or DVDs	\$2.00 per CD or DVD		
	• Flash Drives, USB & Other Portable Devices	Actual cost		
	• Postage - if customer requests delivery by U.S.P.S	Actual cost based on weight		
	• Any size manila envelope	\$0.45		
	• Duplicating records in non-routine formats such as photographs, cassettes, videotapes	Actual cost from outside vendor		\$2.88.060
Community Development	• Scanned records, or use of agency equipment for scanning	\$0.10 per page		
	• Records uploaded to email, or cloud-based data storage service or other means of electronic delivery	\$0.05 for every 4 electronic files or attachments		
	• Records transmitted in electronic format for use of agency equipment to send records electronically	\$0.10 per gigabyte		
	Public Notice Cost			
	• Sign Posting	\$35.00 per site sign		\$ 3.48.040
	• Other than Site Signs	\$15.00		
	Recording Costs	\$35.00 + auditor fee		\$3.48.010
Finance	Returned Item (check) for any reason	\$30.00		\$3.48.050
	Business Licenses			
	• Original License	\$50.00		
	• Annual Renewal	\$20.00		
	<i>Note: City business licenses paid through the WA Department of Revenue will be subject to additional state fees, as applicable.</i>			\$5.04.060
Finance	Event Application Fee	\$50		
Finance	Other Hearing Examiner Appeals	\$100		
	<i>Note: Reimbursed if appeal is substantially upheld.</i>			
Community Development	Business Licenses - (Request for Certificate of Occupancy)			
	• Inspection fee for new location or change-in-use (per inspection)	\$110.00		
Finance	Occupational Permits			
	• Original Permit	\$70.00		
	• Annual Renewal (second & third years)	\$30.00		
	<i>Note: The original permit fee includes the cost of fingerprinting and background check.</i>			\$5.06.050
Finance	Sexually Oriented Businesses			
	• Permit Application Fee, and	\$400.00		\$5.50.040
	• Annual Fee	\$640.00 annually		\$5.50.070
	<i>Adult Cabaret Business</i>	\$1,320.00 annually		
	<i>Adult Cabaret Managers</i>			
	• Processing Fee, and	\$50.00		\$5.50.080
	• Annual Fee	\$150.00 annually		
	<i>Models and Escorts</i>			
	• Processing Fee, and	\$50.00		
	• Annual Fee	\$150.00 annually		\$5.50.090

2026 Table II					
ZONING, LAND DIVISION & ENVIRONMENTAL					
Primary Department	Title	Rate/Fee/Charge per...	2026 NEW RATES	Unit	Code Reference (If Applicable)
Community Development	Appeals				
	• Hearing Examiner				
	– Administrative Appeal*	\$1,500.00			\$18.62.020
	– SEPA Appeal*	\$2,000.00			\$16.04.160
	– Appeal of Impact Fee with Independent Fee Calculation	\$260.00		calculation	\$3.50.140
	*Reimbursed if appeal is substantially upheld				
Community Development	Transportation Impact Fees				\$3.50.130
	Type of Development				ITE Land Use Code
	<i>Residential</i>				
	• Single Family / Duplex (Detached)	\$4,540.00	\$4,467.36	dwelling	
	Single Family Detached and Attached (including duplexes) that are less than 1200 square feet floor area. Not to be used with any other impact or permit fee discounts.	\$3,404.99	\$3,350.51	dwelling	
	Middle Housing (duplex, triplex, quadplex, cottage housing, townhouses, stacked flats, and condos) under 5 units		\$3,350.51	dwelling	
	Single Family and Middle Housing detached and attached (including duplexes) located within one-half mile walking distance on a sidewalk or improved path from regular InterCity bus service and meets the federal definition of "Low Income Housing". For example, if a single family home then it must be affordable to those making 80% of the median income. An affidavit must be submitted with the building permit application stating that the home meets the definition of low income and that a deed/title restriction will be placed on the home and recorded so that future sales, rental, or lease of the home will also abide by the requirements of this section and be affordable to those making 80% of the median income.	\$2,270.00	\$2,233.68	dwelling	210
	• Multifamily – Over 5 units and Apartments	\$2,946.16	\$2,899.02	dwelling	
	Multifamily located within one-half mile walking distance on a sidewalk or improved path from regular InterCity bus service and meets the federal definition of "Low Income Housing". For example, if a single family home then it must be affordable to those making 80% of the median income. An affidavit must be submitted with the building permit application stating that the home meets the definition of low income and that a deed/title restriction will be placed on the home and recorded so that future sales, rental, or lease of the home will also abide by the requirements of this section and be affordable to those making 80% of the median income.	\$1,473.14	\$1,449.57	dwelling	220
	• Mobile Home Park	\$2,652.06	\$2,609.63	dwelling	240
	• Senior Adult Housing – Detached	\$970.92	\$955.39	dwelling	251
	• Senior Adult Housing – Attached	\$575.36	\$566.15	dwelling	252
	• Congregate Care	\$611.33	\$601.55	dwelling	253
	• Accessory Dwelling Unit	\$2,210.28	\$2,174.92	dwelling	
	Accessory dwelling units located within one-half mile walking distance on a sidewalk or improved path from regular InterCity bus service and meets the federal definition of "Low Income Housing." For example, if a single family home then it must be affordable to those making 80% of the median income. An affidavit must be submitted with the building permit application stating that the home meets the definition of low income and that a deed/title restriction will be placed on the home and recorded so that future sales, rental, or lease of the home will also abide by the requirements of this section and be affordable to those making 80% of the median income.	\$1,473.15	\$1,449.58	dwelling	
Community Development	• Assisted Living	\$508.59	\$500.45	bed	254
	<i>Industrial</i>				
	• Light Industrial	\$6.42	\$6.32	SF / GFA	110
	• Industrial Park	\$5.93	\$5.84	SF / GFA	130
	• Manufacturing	\$5.01	\$4.93	SF / GFA	140
	• Warehousing	\$2.28	\$2.24	SF / GFA	150
	• Mini-Warehouse	\$1.70	\$1.67	SF / GFA	151
	• High-Cube Warehouse	\$0.78	\$0.77	SF / GFA	152
	<i>Commercial – Services</i>				
	• Hotel	\$3,030.93	\$2,982.44	room	310
	• Motel	\$2,414.48	\$2,375.85	room	320
	• Walk-in Bank	\$12.39	\$12.19	SF / GFA	911
	• Drive-through Bank	\$26.35	\$25.93	SF / GFA	912
	• Quick Lubrication Vehicle Shop	\$6,458.83	\$6,355.49	VSP	941

2026 Table II

ZONING, LAND DIVISION & ENVIRONMENTAL

Community Development	• Automobile Care Center	\$5.45	\$5.36	SF / GFA	942	
	• Gasoline/Service Station	\$17,588.26	\$17,306.85	VFP	944	
	• Service Station/Minimart	\$12,853.49	\$12,647.83	VFP	945	
	• Service Station/ Minimart/Carwash	\$13,391.47	\$13,177.21	VFP	946	
	• Carwash – Self Serve	\$6,410.60	\$6,308.03	VSP	947	
	• Carwash – Automated	\$89,678.91	\$88,244.05	VSP	948	
	• Movie Theater	\$265.83	\$261.58	seat	444, 445	
	• Health/Fitness Club	\$18.92	\$18.61	SF / GFA	492, 493	
	Commercial – Institutional					
	• Day Care Center	9.76	\$9.60	SF / GFA	565	
	• Elementary School	\$3.10	\$3.05	SF / GFA	520	
	• Middle School/Junior High School	\$3.06	\$3.01	SF / GFA	522	
	• High School	\$2.50	\$2.46	SF / GFA	530	
	• Community/Junior College	\$462.34	\$454.94	student	540	
	• College/University	\$809.11	\$796.17	student	550	
	• Church	\$2.60	\$2.56	SF / GFA	560	
	• Hospital	\$7.30	\$7.19	SF / GFA	609	
	• Nursing Home	\$2.65	\$2.61	SF / GFA	620	
	Commercial - Restaurant					
	• Quality Restaurant	\$18.32	\$18.02	SF / GFA	931	
	• High Turnover (sit down) Restaurant	\$27.75	\$27.31	SF / GFA	931	
	• Fast Food Restaurant w/out Drive Thru	\$33.59	\$33.06	SF / GFA	933	
	• Fast Food Restaurant with Drive Thru	\$44.34	\$43.63	SF / GFA	934	
	• Tavern/Drinking Place	\$32.18	\$31.66	SF / GFA	935	
	• Coffee/Donut Shop w/out Drive Thru	\$52.33	\$51.50	SF / GFA	936	
	• Coffee/Donut Shop with Drive Thru	\$55.14	\$54.26	SF / GFA	937	
	• Coffee/Donut Shop with Drive Thru and with no inside seating	\$21.18	\$20.85	SF / GFA	938	
Community Development	Type of Development				ITE Land Use Code	
	Commercial – Office					
	• General Office Building	\$9.76	\$9.60	SF / GFA	710	
	• Government Office Building	\$12.24	\$12.05	SF / GFA	730	
	• Medical-Dental Office/Clinic	\$21.33	\$20.99	SF / GFA	720	
Community Development	Commercial –					
	• Retail Shopping Center -					
	up to 49,999 sq. ft.	\$7.04	\$6.93	SF / GLA	820	
	50,000 – 99,999	\$7.82	\$7.69	SF / GLA	820	
	100,000 – 199,999	\$7.89	\$7.76	SF / GLA	820	
	200,000 – 299,999	\$8.03	\$7.91	SF / GLA	820	
	300,000 – 399,999	\$8.28	\$8.15	SF / GLA	820	
	400,000 sq. ft. or more	\$8.81	\$8.67	SF / GLA	820	
	• Automobile Parts Sales	\$9.19	\$9.04	SF / GFA	843	
	• Car Sales – New/Used	\$11.47	\$11.29	SF / GFA	841	
	• Convenience Market	\$34.11	\$33.56	SF / GFA	851	
	• Discount Club	\$8.77	\$8.63	SF / GFA	861	
	• Electronic Superstore	\$9.19	\$9.04	SF / GFA	863	
	• Toy Superstore	\$8.10	\$7.97	SF / GFA	864	
	• Furniture Store	\$0.47	\$0.47	SF / GFA	890	
	• Hardware/Paint Store	\$9.64	\$9.49	SF / GFA	816	
	• Home Improvement Superstore	\$3.32	\$3.27	SF / GFA	862	
	• Nursery/Garden Center	\$7.68	\$7.56	SF / GFA	817	
	• Pharmacy/Drugstore w/out Drive Thru	\$8.65	\$8.51	SF / GFA	880	
	• Pharmacy/Drugstore with Drive Thru	\$11.53	\$11.35	SF / GFA	881	
	• Supermarket	\$18.13	\$17.84	SF / GFA	850	
	• Tire Store	\$8.07	\$7.94	SF / GFA	848	
	• Tire Superstore	\$4.10	\$4.04	SF / GFA	849	
	Cost per New Trip Generated:		\$3,852.88	\$3,791.23		
	SOURCE: ITE, "Trip Generation, 8th Edition"					
Notes: ¹ Abbreviations:						
SF = Square Feet		VSP = Vehicle Service Position				
GFA = Gross Floor Area		VFP = Vehicle Fueling Position				
GLA = Gross Leasable Area						
² Annual Escalator: Transportation Impact Fees will be adjusted annually, based on the Engineering News Record Construction Cost Index for the Seattle, Washington, area as reported for July to establish the fee schedules effective January 1st of the subsequent year.						
Community Development	Olympia School District No. 111 School Impact Fees				\$3.50.135 and Olympia School District Resolution No. 653	
	Type of Residential Development					
	• Single Family (includes townhouses, duplexes, and manufactured homes).	\$0.00 (fee suspended for 2025)	\$0.00 (fee suspended in 2026)	dwelling		
	• Multi Family (three units or more and accessory dwelling units).	\$0.00 (fee suspended for 2025)	\$0.00 (fee suspended in 2026)	dwelling		
	• Multi Family Downtown	\$0.00 (fee suspended for 2025)	\$0.00 (fee suspended in 2026)	dwelling		
Community Development	Tumwater School District No. 33 School Impact Fees				\$3.50.135 and Tumwater School District Resolution No. 02-23-24	
	Type of Residential Development					
	• Single Family (includes townhouses, duplexes, and manufactured homes).	\$5,700.00	\$5,081.00	dwelling		
	• Multi Family (three units or more and accessory dwelling units).	\$1,185.00	\$1,048.00	dwelling		
Community	Independent Fee Calculations				\$3,50,140	
	• Applicant chooses to prepare IFC					
	– Administrative Processing fee	\$525.00				
	– Deposit on Review Costs of IFC*	\$525.00				

2026 Table II

ZONING, LAND DIVISION & ENVIRONMENTAL

Development	*Balance refunded or additional costs collected as a precondition to building permit issuance.				
Community Development	Park Impact Fees				
	<i>Type of Residential Development</i>				
	• Single Family- Detached	\$3,726.86		housing unit	
	• Single Family- Detached - and Middle Housing (duplex, triplex, quadplex, cottage housing, townhouses, stacked flats, and condos). If an active park/open space area at least one-half acre in size is included in the development in which the dwelling is being built or the dwelling unit is within one-half mile of a park at least one-half acre in size. The home must meet the federal definition of "Low Income Housing". The home must be affordable to those making 80% of the median income. An affidavit must be submitted with the building permit application stating that the home meets the definition of low income and that a deed/title restriction will be placed on the home and recorded so that future sales, rental, or lease of the home will also abide by the requirements of this section and be affordable to those making 80% of the median income.	\$1,863.43		housing unit	
	• Single Family Detached and Attached (including duplexes) that are less than 1200 square feet floor area. Not to be used with any other impact or permit fee discounts.	\$2,795.15		housing unit	
	• Single Family- Attached (and duplexes)	\$2,784.68-		housing unit	
	• Single Family Detached. If an active park/open space area at least one-half acre in size is included in the development in which the dwelling is being built or the dwelling unit is within one-half mile of a park at least one-half acre in size. The home must meet the federal definition of "Low Income Housing". The home must be affordable to those making 80% of the median income. An affidavit must be submitted with the building permit application stating that the home meets the definition of low income and that a deed/title restriction will be placed on the home and recorded so that future sales, rental, or lease of the home will also abide by the requirements of this section and be affordable to those making 80% of the median income.	\$1,392.34-		housing unit	
	• Manufactured Home (mobile home)	\$2,227.71		housing unit	
	• Middle housing (duplex, triplex, quadplex, cottage housing, townhouses, stacked flats, and condos) (2-4 units per structure) Multi Family (3-4 units per structure)	\$2,746.11		housing unit	
	• Multi Family (3-4 units per structure). If an active park/open space area at least one-half acre in size is included in the development in which the dwelling is being built or the dwelling is within one-half mile of a park at least one-half acre in size. The home must meet the federal definition of "Low Income Housing". The home must be affordable to those making 80% of the median income. An affidavit must be submitted with the building permit application stating that the home meets the definition of low income and that a deed/title restriction will be placed on the home and recorded so that future sales, rental, or lease of the home will also abide by the requirements of this section and be affordable to those making 80% of the median income.	\$1,373.06-		housing unit	
	Park Impact Fees (Continued)				
	• Multi Family (5+ units per structure)	\$2,413.12		housing unit	
	• Multi Family (5+ units per structure). If an active park/open space area at least one-half acre in size is included in the development in which the dwelling is being built or within one-half mile of a public park at least one-half acre in size. The home must meet the federal definition of "Low Income Housing". The home must be affordable to those making 80% of the median income. An affidavit must be submitted with the building permit application stating that the home meets the definition of low income and that a deed/title restriction will be placed on the home and recorded so that future sales, rental, or lease of the home will also abide by the requirements of this section and be affordable to those making 80% of the median income.	\$1,373.06		housing unit	
	• Accessory Dwelling Unit	\$1,670.78		housing unit	
					\$3.52.070

2026 Table II					
ZONING, LAND DIVISION & ENVIRONMENTAL					
Community Development	• Accessory Dwelling Unit. If an active park/open space area at least one-half acre in size is included in the development in which the dwelling is being built or the dwelling is within one-half mile of a public park that is at least one-half acre in size. The home must meet the federal definition of "Low Income Housing". The home must be affordable to those making 80% of the median income. An affidavit must be submitted with the building permit application stating that the home meets the definition of low income and that a deed/title restriction will be placed on the home and recorded so that future sales, rental, or lease of the home will also abide by the requirements of this section and be affordable to those making 80% of the median income.	\$1,113.86		housing unit	
Community Development	Impact Fee Deferral Program				
	• Administrative Application Fee	\$100.00		application	\$3.50.130
					\$3.52.070
Community Development	Wireless Communication Antennas				
	• Wireless Communication (WCF) Permits				
	– Accessory (requiring WCF permit)	\$110.00		antenna	
	– Attached WCF	\$330.00		carrier	
	– Freestanding WCF	\$1,100.00		structure	
	– Co-location on freestanding WCF	\$330.00		carrier	
	• WCF Administrative Site Plan Review	Same as regular SPR fees			
	• Conditional Use Permit	Same as zoning CUP fees			
	• Request for Administrative Deviation	\$247.50		request	
	Telecommunications in Rights-of-Way				\$3.52.069
	• Telecommunications Right-of-Way Use				
	– Right-of-Way (ROW) Use Authorization	\$1,700.00			\$11.06.010
	• Telecommunications Franchise/Master Permit Application	\$5,550.00			\$11.06.020
	• Master Permit Renewal Application	\$2,800.00			\$11.06.120
	– Annual Fee	\$500.00			\$11.06.160
	– Supplemental Site Permit	\$500.00 (up to 5)			\$11.06.110
		\$100.00 (after 5)			
		\$1,000.00		new pole	
		\$270.00 pole rent		year	
Community Development	• Telecommunications Facilities Lease				
	– Lease Application	\$500.00			\$11.08.020
	– Renewal of Lease	\$225.00			\$11.08.120
	Site Plan Review				
	• Feasibility Site Plan Review*	\$150.00			
	Feasibility Site Plan Review Resubmittal	\$100.00			
	*Credited toward Preapplication Meeting				
	Preapplication Meeting	\$825.00			
	Preapplication Meeting Resubmittal	\$400.00			
	Site Plan Review Application Type I	\$500.00			
Community Development					
	Site Plan Review Application Type II	\$1,000.00			
Community Development	Multi-Family Tax Exemption	\$100.00			
	• Design Plan Review	2.5% of the Building Permit			\$18.43.010
	• Landscape Plan Review**	\$220.00			\$18.47.020
	**Applies only to landscape plans required under \$18.47.020				
	• Exterior Illumination***				
	– Issuance and Inspection Fee	\$55.00 +...		\$7.50 per fixture	
	– Plan Review Fee	65% of above lighting fee			\$18.40.035
	***Applies to non-residential applications 4,000 square feet or larger in area				
Water Resources & Sustainability	• Request for Parking Modification	\$275.00			\$18.50.075
	Drainage Manual Administration				
	• Adjustment application	\$500.00			\$13.12.015
Community Development	• Variance and Exception application	\$1,000.00			
	Protection of Trees & Vegetation				
	• Land clearing application & review	\$110.00			
	• Work by City Tree Professional	Consultant Cost		hour	
	• Land Clearing Permit				
	Protection of Trees & Vegetation (Continued)				
	– Less than 30 Trees	\$135.00			
	– 30 Trees or more	\$220.00			\$16.08.050

2026 Table II

ZONING, LAND DIVISION & ENVIRONMENTAL

Community Development	• Add'l Review or Inspections after one hour	\$66.00		hour	
	• Investigation Charge for Land Clearing without required Permit	Double application and permit fee for tree cutting without a permit			
	• Request for Land Clearing Modification	\$385.00			
	• Replacement Tree Mitigation Fee	\$400.00			\$16.08.070
	Environmental Policy				
	• Environmental SEPA Checklist	\$880.00			
	• Expanded Environmental Checklist	\$880.00, plus consultant cost			\$16.04.190
	• Environmental Impact Statement (EIS)	\$880.00, plus consultant			
	• Addendum to Environmental Documents	\$220.00			
	Wetland Protection Standards				
	• Wetland Permit Application	\$440.00			\$16.28.140
	• Reasonable Use Exception	\$880.00			\$16.28.190
	Fish and Wildlife Habitat Protection				
	• Reasonable Use Exception	\$880.00			\$16.32.097
Community Development	Land Divisions				
	• Boundary Line Adjustment	\$450.00			
	• Lot Consolidation	\$450.00			
	• Preliminary Binding Site Plan	\$770.00 +...		\$27.50 per lot	
	• Final Binding Site Plan	\$440.00 +...		\$27.50 per lot	
	• Preliminary Plat	\$2,750.00 +...		\$38.50 per lot	
	• Final Plat	\$1,650.00 +...		\$38.50 per lot	
	• Preliminary Short Plat	\$1,100 +...		\$55.00 per lot	
	• Final Short Plat	\$440.00 +...		\$55.00 per lot	
	• Preliminary PUD (includes limited overlay zone)	\$1,320 +...		\$33.00 per lot	
	• Final PUD	\$935.00			
	• Preliminary Plat Extension	\$550.00			
	• Replats, Vacations, and Alterations				
	– Replats	Same as Preliminary and			
Community Development	– Vacations	\$450.00			
	– Alterations	\$450.00			
	Zoning				\$2.62.060
	• Certificate of Appropriateness	\$110.00			
	• Zoning Certification Letter	\$82.50			
	• Planned Unit Development	Same as preliminary and final PUD			\$18.36.030
	• Home Occupation	See Business Licenses			\$18.42.030
	• Mobile Home Installation*				
	– Single	\$150.00 + plumbing fees			\$18.48.010
	– Double	\$175.00 + plumbing fees			
	– Triple	\$200.00 + plumbing fees			
	• Title Elimination Inspection Fee	\$170.00			
	• Title Elimination Review	\$110.00			
	* plus footing, foundation, skirting, and tie downs				
	• Mobile Home Park – Site Plan				
	– Preliminary	\$1,000.00 +...		\$30 per unit	\$18.48.130
	– Final	\$750.00 +...		\$30 per unit	
	• Conditional Use Permit	\$2,090.00			\$18.56.020
	• Variance	\$1,000.00			\$18.58.020
	• Rezone	\$1,500.00			\$18.60.065
	Zoning				
	• Comprehensive Plan				
	– Map Amendment	\$1,500.00			\$18.60.065
	• Annexations				
	– Not in an Unincorporated Island	\$200.00		acre, Maximum of \$4,000	
	– In Unincorporated Islands	No fee (\$0.00)			
	• Sign				
	– Application for Conditional Exemption	\$20.00		sign	\$18.44.075
Community Development	Shoreline Management Act				
	• Shoreline Exemption Letter	\$200.00			
	• Substantial Development Permit	\$1,600.00			
	• Conditional Use	\$1,750.00			
	• Variance	\$1,750.00			
	• Shoreline Permit Time Extension	\$500.00			
	Transportation Concurrence				
	• Concurrence Application	\$170.00	\$175.00		\$15.48.040
	• Traffic Impact Analysis (TIA) Review	\$260.00	\$390.00		

2026 Table III

BUILDING & FIRE SAFETY

Primary Department	Title	Rate/Fee/Charge	2026 NEW RATES	Code Reference (If Applicable)
Community Development	Building Code			
	Building Permit Fee Schedule (including signs)			\$15.01.070
	Total Valuation	Fee		
	Single Family, Middle Housing (duplex, triplex, quadplex, cottage housing, townhouses, stacked flats, and condos) (detached and attached), Accessory Dwelling Units, and multi-family housing that meets the federal definition of "Low Income Housing". The home must be affordable to those making 80% of the median income. An affidavit must be submitted with the building permit application stating that the home meets the definition of low income and that a deed/title restriction will be placed on the home and recorded so that future sales, rental, or lease of the home will also abide by the requirements of this section and be affordable to those making 80% of the median income.	50% of the calculated building permit fee using the table of fees in this section		
	\$1.00 to \$500	\$43.48		
	\$501 to \$2,000	\$43.48 for the first \$500 plus \$5.64 for each additional \$100 or fraction thereof, to and including \$2,000		
	\$2,001 to \$25,000	\$151.04 for the first \$2,000 plus \$25.90 for each additional \$1,000 or fraction thereof, to and including \$25,000		
	\$25,001 to \$50,000	\$742.50 for the first \$25,000 plus \$18.69 for each additional \$1,000 or fraction thereof, to and including \$50,000		
	\$50,001 to \$100,000	\$1,203.89 for the first \$50,000 plus \$12.95 for each additional \$1,000 or fraction thereof, to and including \$100,000		
	\$100,001 to \$500,000	\$3,291.80 for the first \$100,000 plus \$18.55 for each additional \$1,000 or fraction thereof, to and including \$500,000		
	\$500,001 to \$1,000,000	\$10,664.10 for the first \$500,000 plus \$15.74 for each additional \$1,000 or fraction thereof, to and including \$1,000,000		
	\$1,000,001 and up	\$18,578.99 for the first \$1,000,000 plus \$12.10 for each additional \$1,000 or fraction thereof		
	Other Inspection and Fees			
	Plan Review Fee			
	1. Commercial and Multi-Family building plan review fee	65% of the building permit fee		
	2. One and two family, garages and accessory buildings < 1400 sq. ft. Single Family, Middle Housing (duplex, triplex, quadplex, cottage housing, townhouses, stacked flats, and condos) greater than 1,200 sq. ft., and pole barns		50% of the building permit fee	
	2.a. One and two family and accessory dwelling units < 1400 sq. ft. that meet the federal definition of "Low Income Housing". For example, if single family then the home must be affordable to those making 80% of the median income. An affidavit must be submitted with the building permit application stating that the home meets the definition of low income and that a deed/title restriction will be placed on the home and recorded so that future sales, rentals, or leases of the home will also abide by the requirements of this section and be affordable to those making 80% of the median income.	12.5% of the building permit fee		
	3. One and two family > 1400 sq. ft. and pole barns Single Family, Middle Housing (duplex, triplex, quadplex, cottage housing, townhouses, stacked flats, and condos) greater than 1,200 sq. ft. and multi-family housing that meet the federal definition of "Low Income Housing". For example, if single family then the home must be affordable to those making 80% of the median income. An affidavit must be submitted with the building permit application stating that the home meets the definition of low income and that a deed/title restriction will be placed on the home and recorded so that future sales, rentals, or leases of the home will also abide by the requirements of this section and be affordable to those making 80% of the median income. Not to be used with any other impact fee discounts except the building permit fee discount for low income housing listed above.		25% of the building permit fee	

2026 Table III

BUILDING & FIRE SAFETY

Community Development	3.a. Both single family housing > 1400 sq. ft. and multi-family housing that meet the federal definition of "Low Income Housing". For example, if single family then the home must be affordable to those making 80% of the median income. An affidavit must be submitted with the building permit application stating that the home meets the definition of low income and that a deed/title restriction will be placed on the home and recorded so that future sales, rentals, or leases of the home will also abide by the requirements of this section and be affordable to those making 80% of the median income. Not to be used with any other impact fee discounts except the building permit fee discount for low income housing listed above.	25% of the building permit fee	
	4. Single Family, Middle Housing (duplex, triplex, quadplex, cottage housing, townhouses, stacked flats, and condos), Accessory Dwelling Units, garages, and accessory buildings less than 1,200 sq. ft.		25% of the building permit fee
	5. Single family, Middle Housing (duplex, triplex, quadplex, cottage housing, townhouses, stacked flats, and condos) less than 1,200 sq. ft., and accessory dwelling units that meet the federal definition of "Low Income Housing". For example, if single family then the home must be affordable to those making 80% of the median income. An affidavit must be submitted with the building permit application stating that the home meets the definition of low income and that a deed/title restriction will be placed on the home and recorded so that future sales, rentals, or leases of the home will also abide by the requirements of this section and be affordable to those making 80% of the median income.		12.5% of the building permit fee
	6. Middle Housing greater than 1,200 sq. ft.		35% of the building permit fee
	7. Middle housing greater than 1,200 sq. ft. that meet the federal definition of "Low Income Housing". For example, if single family then the home must be affordable to those making 80% of the median income. An affidavit must be submitted with the building permit application stating that the home meets the definition of low income and that a deed/title restriction will be placed on the home and recorded so that future sales, rentals, or leases of the home will also abide by the requirements of this section and be affordable to those making 80% of the median income.		20% of the building permit fee
	6. 1 st Plan Review Extension Fee	5% of plan review fee OR \$25.00, whichever is greater.	
Community Development	2 nd Plan Review Extension Fee	10% of plan review fee OR \$25.00, whichever is greater.	
	<i>Continued on next page</i>		
	7. 1 st Permit Extension Fee	5% of permit fee OR \$25.00, whichever is greater.	
	2 nd Permit Extension Fee	10% of permit fee OR \$25.00, whichever is greater.	
	8. One-and-Two Family Re-Roof permit.	\$170	
	9. Commercial Re-Roof permit.	Based on valuation and the fee schedule	
	10. Inspections outside of normal inspection hours (minimum charge - 1 hour)	\$110.00 per hour	
	11. Reinspection fees assessed under provisions of Section 108	\$110.00 per hour	
	12. Inspections for which no fee is specifically indicated (minimum charge - 1 hour)	\$110.00 per hour	
	13. Additional plan review required by changes, additions or revisions to approved plans (minimum charge - 1 hour)	\$110.00 per hour	
	14. For use of outside consultants for plan checking or inspection	Actual cost plus 8% administrative fees	
	ENERGY CODE FEES		
Community Development	Energy Code Plan Check Fee		
	Single Family	\$110.00	
	Residential Remodel/Addition	\$60.00	
	Multi-Family	\$210.00	
	New Commercial Building		
	0 to 12,000 sq. ft.	\$210.00	
	12,001 to 60,000 sq. ft.	\$395.00	
	60,001 to 200,000 sq. ft.	\$770.00	
	200,000 sq. ft. and over	\$1,520.00	
	Remodels and Tenant Improvements	50% of the new commercial fee	
	Warehouses	50% of the new commercial building fee	
	GRADING PERMIT FEES		
	Grading Plan Review Fees		
	100 cubic yards or less (no cut\fill greater than 12 inches)	\$47.00	
	101 to 500 cubic yards	\$94.00	
	501 to 1,000 cubic yards	\$187.00	
	1,001 to 5,000 cubic yards	\$280.00	
	5,001 to 10,000 cubic yards	\$374.00	
	10,001 to 100,000 cubic yards	\$375.00 for 1st 10,000 cubic yards plus \$24.50 for each additional 10,000 cubic yards or fraction thereof	

2026 Table III

BUILDING & FIRE SAFETY

Community Development	100,001 cubic yards or more	\$1,000.00 for the 1st 100,000 cubic yards plus \$13.25 for each additional 10,000 cubic yards or fraction thereof		
	Other Fees			
	Additional plans review required by changes, additions or revisions to approved plans (minimum charge - 1 hour)	\$110.00 per hour		
	Grading Permit Fees			
	For the issuance of each permit	\$30.00		
	100 cubic yards or less (no cut\fill greater than 12 inches)	\$55.00		
	101 to 500 cubic yards	\$170.00		
	501 to 1,000 cubic yards	\$340.00		
	1,001 to 5,000 cubic yards	\$680.00		
	5,001 to 10,000 cubic yards	\$1,360.00		
	10,001 cubic yards or more	\$1,360.00 for 1st 10,000 cubic yards plus \$42.50 for each additional 10,000 yards or fraction thereof		
Community Development	Certificates of Occupancy			
	°Temporary Certificates of Occupancy			
	-One or Two Family	\$25.00		
	-Commercial/Industrial/Multi-family	\$100.00		
	-Renewal	\$200.00		
	°Final Certificates of Occupancy			
	– One or Two-Family	No fee		
	– Commercial/Industrial/Multi-family	No fee		
	°Business License			
	– Request for Certificate of Occupancy	\$110.00		
	Mechanical Code			
	• Mechanical Permit	Stand alone commercial mechanical permits based on valuation.		
	• Mechanical Plan Review	65% of permit fee		
Community Development	For the issuance of each permit	\$40.00		
	For issuing each supplemental permit for which the original permit has not expired, been canceled or finalized.	\$35.00		
	Unit Fee Schedule			
	Furnaces			
	For the installation or relocation of each forced air or gravity-type furnace, floor furnace, suspended heater, or burner, including ducts and vents attached to such appliance, up to and including 100,000 Btu/h	\$25.00		
	For the installation or relocation of each forced air or gravity-type furnace, floor furnace, suspended heater, or burner, including ducts and vents attached to such an appliance over 100,000Btu/h	\$30.00		
	Boilers, Compressors and Refrigeration Units			
	For the installation or relocation of each boiler or compressor to and including three horsepower or for each absorption system to and including 100,000 Btu/h	\$25.00		
	For the installation or relocation of each boiler or compressor over three horsepower to and including 15 horsepower or for each absorption system over 100,000 Btu/h to and including 500,000 Btu/h	\$40.00		
	For the installation or relocation of each boiler or compressor over 15 horsepower to and including 30 horsepower or for each absorption system over 500,000 Btu/h to and including 1,000,000Btu/h	\$45.00		
	For the installation or relocation of each boiler or compressor over 30 horsepower to and including 50 horsepower, or for each absorption system over 1,000,000 Btu/h to and including 1,750,000 Btu/h	\$65.00		
	For the installation or relocation of each boiler or compressor over 50 horsepower, or for each absorption system over 1,750,000 Btu/h	\$110.00		
	Air Handlers			
	For each air-handling unit to 10,000 cubic feet per minute	\$25.00		
	For each air-handling unit over 10,000 cubic feet per minute	\$30.00		
	Photo-Voltaic Solar Panels			
	Roof mounted; One-and-Two Family Dwellings	\$260.00		
	Photo-Voltaic Solar Panels; Commercial	Based on valuation and the fee schedule		
	Evaporative Coolers			
	For each evaporative cooler other than the portable type	\$20.00		
	Ventilation and Exhaust			
	For each vent fan connected to a single duct	\$15.00		
	For each system not a part of a permitted HVAC system	\$20.00		
	For each non-residential type I hood (grease)	\$175.00		
	Ventilation and Exhaust			
	For each non-residential type II hood (steam)	\$95.00		
	Water Heaters			
	Residential	\$25		
	Commercial	\$50.00		
	Gas Piping			
	For each gas pipe system of one to four outlets	\$15.00		

2026 Table III				
BUILDING & FIRE SAFETY				
	For each gas piping system additional outlets over 5	\$2.00 each		
Community Development	Miscellaneous			
	For each appliance or piece of equipment regulated by the Mechanical Code but not classed in other appliance categories, or for which no other fee is listed in the Code	\$20.00		
	Other Inspections and Fees			
	1. Mechanical plan review fee	65% of the mechanical permit fee		
	2. Inspection fees outside normal inspection hours (minimum charge – 1 hour)	\$110.00		
	3. 1 st Plan Review Extension Fee	5% of plan review fee OR \$25.00, whichever is greater.		
	2 nd Plan Review Extension Fee	10% of plan review fee OR \$25.00, whichever is greater.		
	4. 1 st Permit Extension Fee	5% of permit fee OR \$25.00, whichever is greater.		
	2 nd Permit Extension fee	10% of permit fee OR \$25.00, whichever is greater.		
	5. Reinspection fees per inspection	10% of permit fee OR \$25.00, whichever is greater.		
	6. Inspection for which no fee is specifically indicated (minimum charge – 1 hour)	\$110.00 per hour		
	7. Additional plan review required by changes, additions, or revisions to plans or to plans for which an initial review has been completed (minimum charge – 1 hour)	\$110.00 per hour		
	8. For use of outside consultants for plan checking or inspection, or both	Actual cost + 8% administrative fee		
Community Development	Plumbing Code			
	• Plumbing Permit	\$40.00		
	• Plumbing Plan Review			
	• Backflow Protection Device			
	For the issuance of each permit			
	• Commerical Plumbing Permit	Stand alone commercial plumbing permits based on valuation		
	For issuing each supplemental permit for which the original permit has not expired, been canceled or finaled	\$35.00		
	Fee for review of septic system applications from County Health Department	\$35.00		
	Unit Fee Schedule			
	For each plumbing fixture or trap or set of fixtures on one trap (including water, drainage, piping and backflow protection therefore)	\$20.00		
	For each building sewer and each trailer park sewer	\$35.00		
	Rainwater systems - per drain	\$20.00		
	For each residential sewer grinder	\$30.00		
	For each commercial sewer grinder	\$95.00		
	For each electric water heater	\$25.00		
	For each pre-treatment grease or oil interceptor including its trap and vent	\$30.00		
	For each installation, alteration or repair of water piping and/or water treating equipment	\$15.00		
	For repair or alteration of drainage or vent piping, each fixture	\$15.00		
	For each commercial lawn sprinkler system on any one meter	\$25.00		
	For atmospheric type vacuum breakers			
	– 1 to 5	\$20.00		
	– Over 5, each	\$5.00		
	For each backflow device other than atmospheric type vacuum type breakers			
	– 2 inches and smaller	\$15.00		
	– Over 2 inches	\$30.00		
	Expansion Tank	\$20.00		
Community Development	Other Inspections and Fees			
	1. Commerical Plumbing Plan Review Fee	65% of the plumbing permit fee		
	2. Inspection fees outside normal inspection hours (minimum charge – 1 hour)	\$110.00 per hour		
	3. Reinspection fees per inspection (minimum charge – 1 hour)	\$110.00 per hour		
	4. 1 st Plan Review Extension Fee	5% of plan review fee OR \$25.00, whichever is greater.		
	2 nd Plan Review Extension Fee	10% of plan review fee OR \$25.00, whichever is greater.		
	5. 1 st Permit Extension Fee	5% of permit fee OR \$25.00, whichever is greater.		
	2 nd Permit Extension Fee	10% of permit fee OR \$25.00, whichever is greater.		
	6. Inspection for which no fee is specifically indicated (minimum charge – 1 hour)	\$110.00 per hour		
	7. Additional plan review required by changes, additions, or revisions to plans or to plans for which an initial review has been completed (minimum charge – 1 hour)	\$110.00 per hour		
	8. For use of outside consultants for plan checking or inspection, or both	Actual cost + 8% administrative fee		
	Moving of Buildings			
	• Permit Application	\$500.00 + building and demolition permits, as applicable		
	• Traffic Officer Fee	Fully-based rate + materials		
	Fire Code			
	Fire Safety			
	• Fire Safety – Inspection Fee & Permitting	Based on Valuation		
	• Underground Storage Tank Removal			
	– Residential	Based on Valuation		
	– Commercial	Based on Valuation		
	• Fire Sprinkler Permit	Based on Valuation		
	• Fire Sprinkler Plan Check	65% of permit fee		

2026 Table III				
BUILDING & FIRE SAFETY				
Fire & Emergency Services	Fire Alarm Systems			
	• Fire Alarm Installation Permit	Based on Valuation		
	• System Retest	\$110.00 per hour		
	• Fire Alarm Plan Check	65% of permit fee		
	Fire Hydrant (fireflow) Test	\$180.00		
	Fire Inspection Fees			
	Square Footage Factor:			
	1 = 0 - 2,500 square feet	\$20.00		
	2 = 2,501 - 7,500 square feet	\$40.00		
	3 = 7,501 - 50,000 square feet	\$60.00 + hourly rate of \$80.00		
	4 = 50,001 square feet + >	\$80.00 + hourly rate of \$80.00		
	Non-compliance and Reinspection Fee	\$80.00 per hour		

2026 Table IV

TRANSPORTATION, ENGINEERING, UTILITIES & UTILITY CONNECTIONS

Primary Department	Title	Rate/Fee/Charge	2026 NEW RATES	Unit	Code Reference (If Applicable)
Transportation & Engineering	Right-of-Way License (includes projections over ROW)				
	• Application Fee	\$290.00 + license rate	\$305.00 + license rate		\$3.40.010
	• Five-Year License Rate				
	– 1 to 1,000 square feet	\$163.00			\$3.40.020
	– 1,001 to 5,000 square feet	\$218.00			
	– 5,001 to 20,000 square feet	\$273.00			
	– More than 20,000 square feet	Negotiable			
Transportation & Engineering	Right-of-Way Access/Utility Permit				
	• General	\$121.00	\$185.00		\$12.16.050
	• Residential (1-single family or duplex; lots of record; includes erosion control)				
	– Street Only or 1 Utility Use	\$152.00	\$235.00		
	– Multiple	\$299.00	\$325.00		
	• Private Utility				
	– Overhead				
	Plan Check	\$195 for 1st 150' + \$0.10 per 1' thereafter	\$200 for 1st 150' + \$0.10 per 1' thereafter		
	Inspection	\$195 for 1st 150' + \$0.10 per 1' thereafter			
	– Underground				
	Plan Check	\$436.00 + \$0.38 per ...	\$436.00 + \$0.38 per ...	linear foot	
	Inspection	\$2.10 per...	\$2.10 per...	linear foot	
Transportation & Engineering	– Single Service	\$60.00	\$95.00		
	Street & Alley Vacation				
	• Application Fee	\$567.00			\$12.04.020
	• Publishing Notice	\$191.00	\$435.00		
	• Hearing, Ordinance, Adoption	\$0.00	\$640.00		
	• Acquisition Cost	Up to 50% of value			
Transportation & Engineering	Street Construction and Restoration				
	• Street, Curbs, and Sidewalks				
	– Plan Check	\$436 + \$0.60 per...	\$436 + \$0.62 per...	linear foot	\$12.18.030
	– Inspections	\$2.63 per linear foot		linear foot	
	• Street Lighting				
	– Plan Check	\$436.00 + \$0.60 per ...	\$445.00 + \$0.62 per ...	linear foot	
	– Inspections	\$1.31 per...	\$1.31 per...	linear foot	
	• Street Signals				
	– Plan Check	\$1,318.00 per...	\$1,318.00 per...	Signal	
	– Inspections	\$1,796.00 per...	\$1,796.00 per...	Signal	
Transportation & Engineering	Street Disruption Fee				
	• 1 st year	5 times construction cost			\$12.16.060
	• 2 nd year	4 times construction cost			
	• 3 rd year	3 times construction cost			
	• 4 th year	2 times construction cost			
	• 5 th year	1 times construction cost			
Water Resources & Sustainability	Notice Required to Have Water Disconnected				
	• Disconnection of water service on a temporary or permanent basis	\$30.00			\$13.04.060
	Water Service				
	• Occupant turning on penalty	\$30.00			\$13.04.080
	Hydrant Meter Rental				
Water Resources & Sustainability	• (2½") – for construction	\$1,500.00 deposit + 3" meter monthly fee + consumption			\$13.04.140
	Sewer Service - Lateral Extension				\$13.08.100
	• Gravity Tap	\$294.00			
	• Force Main Tap	\$3,465.00			
	Utility Billing Late Penalty				
	• If bill not paid until after the due date	1% of late balance per utility or...			\$13.18.020
	– minimum penalty	Water - \$5.00			
		Sewer - \$4.00			
		Stormwater - \$1.00			
	• If past due bill is not paid 20 days after the due date	\$10.00 penalty - water			
	Water Utility	\$30.00 weekdays, \$100.00 weekdays after 4:30 PM, all day weekends, & holidays			\$13.18.040
	• Reconnection Fee				
Water Resources & Sustainability	Utility Account Set-up Fees				
	• Owner Account Setup	\$15.00			\$13.18.055
		(Water \$8.00, Sewer \$5.00, Stormwater \$2.00)			
	Utility Plan Check & Inspection Fees	\$840.00			
	• Watermain				
	– Plan Check	\$436.00 + \$0.55 per...		linear foot	
	– Inspections	\$2.99 per ...		linear foot	
	• Sewermain, Gravity				
	– Plan Check	\$436.00 + \$0.55 per...		linear foot	
	– Inspections	\$2.99 per ...		linear foot	
	• Sewermain, Pressure				

2026 Table IV

TRANSPORTATION, ENGINEERING, UTILITIES & UTILITY CONNECTIONS

Water Resources & Sustainability	– Plan Check	\$436.00 + \$0.55 per...		linear foot	\$13.20.030
	– Inspections	\$2.99 per ...		linear foot	
	• Sewer Pump Station, Community System				
	– Plan Check	\$1,273.00 for each			
	– Inspections	\$1,273.00 for each			
	• Stormwater System				
	– Plan Check	\$436.00 + \$47.00 per...		acre	
	– Storm Pipe Plan Check	\$436.00 + \$0.55 per...		linear foot	
	– Stormwater Report Review	\$478.00 per...		report	
	– Inspections	\$3.80 per...		linear foot	
		\$630.00 per...		system	
	– Resubmittals (1 hour minimum)	\$100.00 per hour starting with 2nd submittal			
	• High Groundwater Reviews	\$2,625.00 + \$100.00 per...		hour	
	• Latecomers – Streets/Utilities	\$840.00 + \$100.00 per hour after 10 hours + 8%			
Water Resources & Sustainability	• Bonding Agreements, Letters of Credit (providing forms and reviewing documents once complete)	\$120.00			Resolution 494
	Water Meter Testing	\$140.00			\$13.04.400
	Water – Installation charge (service line & meter)	<u>Installation</u>		<u>Meter Size</u>	\$13.04.360
		\$3,900.00		3/4"	
		\$4,300.00		1"	
		\$8,100.00		1-1/2"	
		\$8,400.00		2"	
	* For meters larger than 2" the charge will be the actual cost of labor & materials for furnishing and installing the meter, plus an amount equal to 25% of the cost of labor and materials for overhead expenses.	*		3"	
		*		4"	
		*		6"	
		*		9"	
		*		10"	
		*		12"	
	Water – Drop-In Meter charge (charge if the service line has been installed by the developer or property owner)	<u>Installation</u>		<u>Meter Size</u>	\$13.04.360
		\$650.00		3/4"	\$13.04.360
		\$760.00		1"	
		\$1,300.00		1-1/2"	
		\$1,600.00		2"	
		*		3"	
	* Drop-in charges for meters larger than 2" will be the actual costs of labor and materials for furnishing & installing the meter plus an amount equal to 25% of the cost of labor and materials for overhead expenses.	*		4"	
		*		6"	
		*		8"	
		*		10"	
		*		12"	
		*		12"	
	Water – Connection Charges in the General Service Area	<u>Connection Fee</u>		<u>Connection Size</u>	\$13.04.370
		\$5,511.14	\$6,007.14	3/4"	
		\$9,369.77	\$10,213.05	1"	
		\$17,880.03	\$19,489.23	1-1/2"	
		\$29,208.66	\$31,837.43	2"	
		\$55,110.50	\$60,070.45	3"	
		\$91,849.15	\$100,115.57	4"	
		\$183,515.28	\$200,031.66	6"	
		\$459,108.48	\$500,428.25	8"	
		\$698,282.01	\$761,127.39	10"	
		\$1,065,294.78	\$1,161,171.31	12"	
	Sewer – Connection Charges	<u>Charge</u>			\$13.08.090
	• Equivalent Residential Unit (ERU)	\$3,139.32	\$3,264.89		
	• Accessory Dwelling Unit	\$2,197.53	\$2,285.43		
	• Multi-Family Unit	\$2,197.53	\$2,285.43		
	Sewer – Capacity Development Charge (CDC)	\$7,434.99 per...	\$7,806.74 per...	ERU	\$13.08.090 and LOTT Resolution No. 20-002

2026 Table V				
PUBLIC SAFETY				
Primary Department	Title	Rate/Fee/Charge	2026 NEW RATES	Code Reference (If Applicable)
Police	Records			
	• Accident Reports to Insurance Company	\$4.00		
	• Incident Reports	\$0.15 per page over 10		
Police	Animal Services	Pursuant to a posted schedule of fees adopted by the joint animal services comission (www.jointanimalservices.org)		\$6.04.040
				\$6.04.060
				\$6.04.070
Police	Police Alarm Systems			
	• Installer ID Card/Renewal	\$25.00 every 5 years		\$8.20.070
	• Alarm Permit Reinstatement			
	• False Alarm			
	– 3rd within 90-day continual period	\$50.00		\$8.20.100
	– 4th within 90-day continual period	\$75.00		
Fire	– 5th and thereafter within 90-days	\$150.00		
	Fire Alarm Systems			
	• False Alarm			
	– 2nd within a calendar year	\$25.00		
	– 3rd alarm and thereafter in a calendar year	\$401.00 - as per WSAOFC for equipment; labor shall be charged at city costs	\$413.00 - as per WSAOFC for equipment; labor shall be charged at city costs	
Fire	Fireworks			
	• Display Fireworks Application (effective February 21, 2007)	\$100.00		\$8.30.030
Fire	Prescribed Burning			
	• Prescribed Burn Permit Application (effective September 6, 2022)		\$220.00	\$8.16.035

2026 Table VI

RECREATION				
Primary Department	Title	Rate/Fee/Charge	2026 NEW RATES	Code Reference (If Applicable)
Parks & Recreation	Recreation Services			
	• All classes that require an outside instructor	City's fee 30% overhead of class instructor's fee		
	• All classes provided that utilize in-house staff	City's fee shall be in excess of out-of-expense costs by an overhead of 30%		
	• Athletic field use	\$20.00 per hour	\$22.00 per hour	
	• Public parks – private event shelter rental			
	• 9:00am – 2:00pm	\$50.00	\$55.00	
	• 3:00pm – 8:00pm	\$50.00	\$55.00	
	• 9:00am – 8:00pm	\$75.00	\$80.00	
	• Youth Baseball League	\$110.00		
		\$10.00 additional for late registrations		
	• Youth Basketball League	\$120.00		
		\$10 additional for late registrations		
	• Public Events Permit	\$10.00	\$50.00	\$12.28.020
	• Public Parks – concession/merchandise sales			\$12.32.040
	0-4 hours	\$30.00		
	4-8 hours	\$60.00		
Executive	Street Banners			
	• Banner Permit Fee	\$300.00		

2026 Table VII

UTILITY RATES

Primary Department	Title	Rate/Fee/Charge		2026 NEW RATES	Code Reference (If Applicable)
Water Resources & Sustainability	Water Base Rate Monthly per meter – within the General Service Area. *User fee base rates shall be established based on AWWA Standards for meter equivalency. A three-quarter inch (3/4") meter shall be used as the multiplier base.	Meter Size	Current User Fee Base		\$13.04.210
		3/4"	\$10.90	\$11.50	
		1"	\$18.43	\$19.44	
		1-1/2"	\$35.96	\$37.94	
		2"	\$57.72	\$60.89	
		3"	\$108.87	\$114.86	
		4"	\$181.89	\$191.89	
		6"	\$362.49	\$382.43	
		8"	*	*	
		10"	*	*	
		12"	*	*	
	Water Base Rate Monthly per meter – in the unincorporated areas of Thurston County, provided that no power of attorney agreement with the City to petition in favor of annexation has been filed.	140% of water base rate			\$13.04.220
	Water Monthly Consumption Rate – Single Family & Duplex units & within the General Service Area		Volume of Water Used (Cubic Feet)	Charge per each 100 Cubic Feet	\$13.04.210
		Block 1	0 to 600	\$3.20	
		Block 2	601 to 1,200	\$3.54	
		Block 3	1,201 to 2,400	\$4.23	
	Water Monthly Consumption Rate – Multi-family units (per unit) & within the General Service Area		Volume of Water Used (Cubic Feet)	Charge per each 100 Cubic Feet	\$13.04.210
		Block 1	0 to 500	\$3.20	
		Block 2	501 to 1,000	\$3.54	
		Block 3	1,001 to 2,000	\$4.23	
	Water Monthly Consumption Rate – Non-Residential & within General Service Area	Block 2		\$3.54	
		Block 3		\$4.23	
		Block 4		\$5.55	
	Water Monthly Consumption Rate – Irrigation & within the General Service Area	Block 3		\$4.23	
	Water Fill Station Consumption Rate	Block 4		\$5.55	
	Water Monthly Consumption Rate – for all users in the unincorporated areas of Thurston County, provided that no power of attorney agreement with City to petition in favor of annexation has been filed.	140% of water consumption rate all category types (single family & duplex, multi-family units, non-residential and irrigation)			\$13.04.220
Water Resources & Sustainability	Sewer – Monthly City Wastewater Service Rate & within General Service Area	Type	Monthly Rate		\$13.08.160
		Single-family	\$24.73 (1.0 ERU)	\$26.34	
		Individual mobile home	\$24.73 (1.0 ERU)	\$26.34	
		Residential Duplex	\$24.73 (1.0 ERU)	\$26.34	
		Multifamily (>2 units)	\$17.31 (0.7 ERU)	\$18.44	
		Mobile home (>2 units)	\$24.73 (1.0 ERU)	\$26.34	
		Uses other than or only partially residential (Minimum charge not less than 1.0 ERU)	Charge computed at a rate equal to the monthly discharge of sewage / 900 cubic feet (measured at the source either by water consumption or sewage discharge) x \$24.73	Charge computed at a rate equal to the monthly discharge of sewage / 900 cubic feet (measured at the source either by water consumption or sewage discharge) x \$26.34	
	Sewer – Monthly City Wastewater Service Rate for all rate payers – in the unincorporated areas of Thurston County, provided that no power of attorney agreement with City to petition in favor of annexation has been filed.	140% of the sewer monthly operations & maintenance use			\$13.08.170
Water Resources & Sustainability	Sewer – Monthly LOTT Wastewater Service Charge	Type	Monthly Rate		\$13.08.160 and LOTT Resolution No. 24-002
		Single-family	\$47.52 (1.0 ERU)	\$48.95	
		Individual mobile home	\$47.52 (1.0 ERU)	\$48.95	
		Residential Duplex	\$47.52 (1.0 ERU)	\$48.95	
		Multifamily (>2 units)	\$33.26 (0.7 ERU)	\$34.26	
		Mobile home (>2 units)	\$47.52 (1.0 ERU)	\$48.95	
		Type	Monthly Rate		
		Uses other than or only partially residential (Minimum charge not less than 1.0 ERU)	Charge computed at a rate equal to the monthly discharge of sewage / 900 cubic feet (measured at the source either by water consumption or sewage discharge) x \$47.52	Charge computed at a rate equal to the monthly discharge of sewage / 900 cubic feet (measured at the source either by water consumption or sewage discharge) x \$48.95	
	Stormwater – Monthly Account Fee	\$2.27 on every developed property within the city limits		\$2.45	\$13.12.040
	Stormwater - Monthly Service Charge *Provided that if the amount of impervious area on any such property shall exceed 50% of the gross property area, the service charge shall be computed as other property not included in the single-family or duplex category.	Unit Type	Charge		\$13.12.050
		Single-family residential	\$12.93	\$13.96	
	Stormwater - Monthly Service Charge	Each duplex-family	\$12.93	\$13.96	\$13.12.060
		All other developed properties not defined as single-family residential and duplex family	\$12.93 x Gross Impervious Area/3,250 square feet	\$13.96 x Gross Impervious Area/3,250 square feet	
	Stormwater – Monthly Service Charge	All mobile residence communities	\$12.93 x 1,800 x available Residence Site / 3,250 feet + \$11.97 x Other Gross Impervious Area / 3,250 square feet	(\$13.96 x 1,800 x available Residence Site / 3,250 feet) + (\$13.96 x Other Gross Impervious Area / 3,250 square feet)	\$13.12.070

2026 Table VIII

Life-line Program Utility Rebates & Incentives

Primary Department	Title	Rate/Fee/Charge		2026 RATES	Code Reference (If Applicable)	
Water Resources & Sustainability	Connection Charges - Single Family, Accessory Dwelling units, and Multi-family housing that meets the federal definition of "Low Income Housing". An affidavit must be submitted with the building permit application stating that the housing meets the definition of low income and that a deed and title restriction will be placed on the property and recorded so that future sales or rental/lease of the property will also abide by the requirements of this section and be affordable to those making 80% of the median income.				\$13.18.090	
	Water Connection Fees –within the General Service Area- (50%)	Fee	Connection Size		\$13.04.070	
		\$2,755.57	3/4"	\$3,003.57		
		\$4,684.89	1"	\$5,106.53		
	Sewer Connection Fees - (50%)	Fee			\$13.08.090	
	Equivalent Residential Unit (ERU)	\$1,569.66		\$1,632.45		
	Accessory Dwelling Unit	\$1,098.76		\$1,142.71		
	Multi-Family Unit	\$1,098.76		\$1,142.71		
	Monthly LOTT Wastewater Service Charge (50%)	\$23.76		\$24.47		
	Monthly LOTT Wastewater Service Charge	\$16.63	\$17.13	LOTT Resolution No. 24-002		
Water Resources & Sustainability	Life-line Program - Low-income senior citizen and low-income disabled person rate discounts – Every qualified account on file with the City's Utility Billing section shall receive a discount of fifty percent (50%) on all utility rates as defined below.				\$13.18.090	
	Water Monthly Base Rate per meter – within the General Service Area (50%)	Rate	Meter Size			
		\$5.45	3/4"	\$5.75		
		\$9.22	1"	\$9.73		
		\$17.98	1-1/2"	\$18.97		
		\$28.86	2"	\$30.45		
		\$54.44	3"	\$57.43		
		Refer to Table VII		4" or greater		
	Water Monthly Consumption Rate – Single Family & Duplex units & within the General Service Area (50%)		Rate per each 100 Cubic Feet	Volume of Water Used (Cubic Feet)		
		Block 1	\$1.60	0 to 600		\$1.69
		Block 2	\$1.77	601 to 1,200		\$1.87
		Block 3	\$2.11	1,201 to 2,400		\$2.23
		Block 4	\$2.78	2,401 & greater		\$2.93
	Water Monthly Consumption Rate – Multi-family units (per unit) & within the General Service Area (50%)		Rate per each 100 Cubic Feet	Volume of Water Used (Cubic Feet)		
		Block 1	\$1.60	0 to 500		\$1.69
		Block 2	\$1.77	501 to 1,000		\$1.87
		Block 3	\$2.11	1,001 to 2,000		\$2.23
		Block 4	\$2.78	2,001 & greater		\$2.93
	Storm Rates - (50%)	Rate				
	Base Rate	\$1.13				\$1.22
	Monthly Service Charge	\$6.46			\$6.98	

RESOLUTION NO. R2025-018

A **RESOLUTION** of the City Council of the City of Tumwater, Washington, establishing fees and charges, as more particularly set forth herein.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TUMWATER, STATE OF WASHINGTON, THAT THE FOLLOWING FEES AND CHARGES ARE HEREBY ESTABLISHED FOR THE CITY OF TUMWATER AS FOLLOWS:

Section 1. Repealer. Resolution R2025-002, and any prior fee resolution, is hereby repealed in its entirety effective midnight December 31, 2025.

Section 2. Fees and Charges Established. Fees shall be established in the following categories presented in this section as presented in attached Exhibit A.

TABLE #	SUBJECT AREA
I	Business Licenses, Administrative & Publications
II	Zoning, Land Division & Environmental
III	Building & Fire Safety
IV	Transportation, Engineering, Utilities, & Utility Connections
V	Public Safety
VI	Recreation
VII	Utility Rates
VIII	Life-line Program

Section 3. Ratification. Any act consistent with the authority and prior to the effective date of this Resolution is hereby ratified and affirmed.

Section 4. Severability. The provisions of this Resolution are declared separate and severable. The invalidity of any clause, sentence, paragraph, subdivision, section, or portion of this Resolution or the invalidity of the application thereof to any person or circumstance, shall not affect the validity of the remainder of the Resolution, or the validity of its application to other persons or circumstances.

Section 5. Effective Date. This Resolution shall become effective January 1, 2026.

RESOLVED this 2nd day of December 2025.

CITY OF TUMWATER

APPROVED AS TO FORM:

Debbie Sullivan, Mayor

Karen Kirkpatrick, City Attorney

ATTEST:

Melody Valiant, City Clerk

Exhibit A

2026 Table I			
BUSINESS LICENSES, ADMINISTRATIVE & PUBLICATIONS			
Primary Department	Title	Rate/Fee/Charge	Code Reference (if applicable)
Various Departments	Blueprints and Photocopies		
	Blueprints	\$0.50 per square foot	\$3.48.020
	Photocopies	\$0.15 per page over 10	
Transportation & Engineering	GIS Maps (Including Zoning Maps)		
	• City Street Map (36" x 48")	\$12.00	
	• E Size (34" x 44")	\$11.00	
	• D Size (22" x 34")	\$6.00	
	• C Size (17" x 22")	\$5.00	
	<i>Note: Any map printed at a different size than listed here, will be billed to the closest matching size from the list above.</i>		
Community Development	Comprehensive Plan Document, Volume I		\$3.48.030
	• Land Use Plan	\$15.00	
	• Housing Plan	\$8.00	
	• Parks & Recreation Plan	\$5.00	
	• Lands for Public Purpose/EPF Plan	\$5.00	
	• Utilities Plan	\$12.00	
	• Capital Facilities Plan	\$10.00	
	Complete Volume I	\$55.00	
	Comprehensive Plan Document, Volume II		
	• Conservation Plan	\$6.00	
	• Economic Development Plan	\$5.00	
	• Transportation Plan	\$18.00	
	• Joint Plan	\$25.00	
	• <i>Shoreline Master Program (SMP)</i>	\$25.00	
	– SMP for the Thurston Region	\$9.00	
	– Deschutes Riparian Habitat Plan	\$5.00	
	– Deschutes River Special Area	\$5.00	
	– New Market Historic District Plan	\$6.00	
	Complete Volume II	\$79.00	
	Development Guide		
	Disk Copy	\$25.00	
	Paper Copy	\$30.00	
Various Departments	Notary Fee for Non-City related documents	\$10.00 each	
Administrative Services	Public Records		\$2.88.060
	• Photocopying	\$0.15 per page over 10	
	• Copies on Compact Discs or DVDs	\$2.00 per CD or DVD	
	• Flash Drives, USB & Other Portable Devices	Actual cost	
	• Postage - if customer requests delivery by U.S.P.S	Actual cost based on weight	
	• Any size manila envelope	\$0.45	
	• Duplicating records in non-routine formats such as photographs, cassettes, videotapes	Actual cost from outside vendor	
Community Development	• Scanned records, or use of agency equipment for scanning	\$0.10 per page	
	• Records uploaded to email, or cloud-based data storage service or other means of electronic delivery	\$0.05 for every 4 electronic files or attachments	
	• Records transmitted in electronic format for use of agency equipment to send records electronically	\$0.10 per gigabyte	
Community Development	Public Notice Cost		\$ 3.48.040
	• Sign Posting	\$35.00 per site sign	
	• Other than Site Signs	\$15.00	
	Recording Costs	\$35.00 + auditor fee	\$3.48.010
Finance	Returned Item (check) for any reason	\$30.00	\$3.48.050
	Business Licenses		\$5.04.060
	• Original License	\$50.00	
	• Annual Renewal	\$20.00	
	<i>Note: City business licenses paid through the WA Department of Revenue will be subject to additional state fees, as applicable.</i>		
Finance	Event Application Fee	\$50	

Finance	Other Hearing Examiner Appeals <i>Note: Reimbursed if appeal is substantially upheld.</i>	\$100	
Community Development	Business Licenses - (Request for Certificate of Occupancy) • Inspection fee for new location or change-in-use (per inspection)	\$110.00	
Finance	Occupational Permits • Original Permit • Annual Renewal (second & third years) <i>Note: The original permit fee includes the cost of fingerprinting and background check.</i>		\$5.06.050
		\$70.00	
		\$30.00	
Finance	Sexually Oriented Businesses • Permit Application Fee, and • Annual Fee <i>Adult Cabaret Business</i> <i>Adult Cabaret Managers</i> • Processing Fee, and • Annual Fee <i>Models and Escorts</i> • Processing Fee, and • Annual Fee		
		\$400.00	\$5.50.040
		\$640.00 annually	\$5.50.070
		\$1,320.00 annually	
		\$50.00	\$5.50.080
		\$150.00 annually	
		\$50.00	\$5.50.090
		\$150.00 annually	

2026 Table II				
ZONING, LAND DIVISION & ENVIRONMENTAL				
Primary Department	Title	Rate/Fee/Charge per...	Unit	Code Reference (If Applicable)
Community Development	Appeals			
	• Hearing Examiner			
	– Administrative Appeal*	\$1,500.00		\$18.62.020
	– SEPA Appeal*	\$2,000.00		\$16.04.160
	– Appeal of Impact Fee with Independent Fee	\$260.00	calculation	\$3.50.140
	Calculation			
	*Reimbursed if appeal is substantially upheld			
Community Development	Transportation Impact Fees			\$3.50.130
	Type of Development			ITE Land Use Code
	<i>Residential</i>			
	• Single Family	\$4,467.36	dwelling	
	Single Family that are less than 1200 square feet floor area.	\$3,350.51	dwelling	
	Middle Housing (duplex, triplex, quadplex, cottage housing, townhouses, stacked flats, and condos) under 5 units	\$3,350.51	dwelling	
	Single Family and Middle Housing located within one-half mile walking distance on a sidewalk or improved path from regular InterCity bus service and meets the federal definition of "Low Income Housing". For example, if a single family home then it must be affordable to those making 80% of the median income. An affidavit must be submitted with the building permit application stating that the home meets the definition of low income and that a deed/title restriction will be placed on the home and recorded so that future sales, rental, or lease of the home will also abide by the requirements of this section and be affordable to those making 80% of the median income.	\$2,233.68	dwelling	210
	• Multifamily – Over 5 units and Apartments	\$2,899.02	dwelling	
	Multifamily located within one-half mile walking distance on a sidewalk or improved path from regular InterCity bus service and meets the federal definition of "Low Income Housing". For example, if a single family home then it must be affordable to those making 80% of the median income. An affidavit must be submitted with the building permit application stating that the home meets the definition of low income and that a deed/title restriction will be placed on the home and recorded so that future sales, rental, or lease of the home will also abide by the requirements of this section and be affordable to those making 80% of the median income.	\$1,449.57	dwelling	220
Community Development	• Mobile Home Park	\$2,609.63	dwelling	240
	• Senior Adult Housing – Detached	\$955.39	dwelling	251
	• Senior Adult Housing – Attached	\$566.15	dwelling	252
	• Congregate Care	\$601.55	dwelling	253
	• Accessory Dwelling Unit	\$2,174.92	dwelling	
	Accessory dwelling units located within one-half mile walking distance on a sidewalk or improved path from regular InterCity bus service and meets the federal definition of "Low Income Housing." For example, if a single family home then it must be affordable to those making 80% of the median income. An affidavit must be submitted with the building permit application stating that the home meets the definition of low income and that a deed/title restriction will be placed on the home and recorded so that future sales, rental, or lease of the home will also abide by the requirements of this section and be affordable to those making 80% of the median income.	\$1,449.58	dwelling	
	• Assisted Living	\$500.45	bed	254
	<i>Industrial</i>			

2026 Table II				
ZONING, LAND DIVISION & ENVIRONMENTAL				
	• Light Industrial	\$6.32	SF / GFA	110
	• Industrial Park	\$5.84	SF / GFA	130
	• Manufacturing	\$4.93	SF / GFA	140
	• Warehousing	\$2.24	SF / GFA	150
	• Mini-Warehouse	\$1.67	SF / GFA	151
	• High-Cube Warehouse	\$0.77	SF / GFA	152
Community Development	<i>Commercial – Services</i>			
	• Hotel	\$2,982.44	room	310
	• Motel	\$2,375.85	room	320
	• Walk-in Bank	\$12.19	SF / GFA	911
	• Drive-through Bank	\$25.93	SF / GFA	912
	• Quick Lubrication Vehicle Shop	\$6,355.49	VSP	941
	• Automobile Care Center	\$5.36	SF / GFA	942
	• Gasoline/Service Station	\$17,306.85	VFP	944
	• Service Station/Minimart	\$12,647.83	VFP	945
	• Service Station/ Minimart/Carwash	\$13,177.21	VFP	946
	• Carwash – Self Serve	\$6,308.03	VSP	947
	• Carwash – Automated	\$88,244.05	VSP	948
	• Movie Theater	\$261.58	seat	444, 445
	• Health/Fitness Club	\$18.61	SF / GFA	492, 493
	<i>Commercial – Institutional</i>			
	• Day Care Center	\$9.60	SF / GFA	565
	• Elementary School	\$3.05	SF / GFA	520
	• Middle School/Junior High School	\$3.01	SF / GFA	522
	• High School	\$2.46	SF / GFA	530
	• Community/Junior College	\$454.94	student	540
	• College/University	\$796.17	student	550
	• Church	\$2.56	SF / GFA	560
	• Hospital	\$7.19	SF / GFA	609
	• Nursing Home	\$2.61	SF / GFA	620
	<i>Commercial - Restaurant</i>			
	• Quality Restaurant	\$18.02	SF / GFA	931
	• High Turnover (sit down) Restaurant	\$27.31	SF / GFA	931
	• Fast Food Restaurant w/out Drive Thru	\$33.06	SF / GFA	933
	• Fast Food Restaurant with Drive Thru	\$43.63	SF / GFA	934
	• Tavern/Drinking Place	\$31.66	SF / GFA	935
	• Coffee/Donut Shop w/out Drive Thru	\$51.50	SF / GFA	936
	• Coffee/Donut Shop with Drive Thru	\$54.26	SF / GFA	937
	• Coffee/Donut Shop with Drive Thru and with no inside seating	\$20.85	SF / GFA	938
	<u>Type of Development</u>			<u>ITE Land Use Code</u>
	<i>Commercial – Office</i>			
	• General Office Building	\$9.60	SF / GFA	710
	• Government Office Building	\$12.05	SF / GFA	730
	• Medical-Dental Office/Clinic	\$20.99	SF / GFA	720
Community Development	<i>Commercial –</i>			
	• Retail Shopping Center -			
	up to 49,999 sq. ft.	\$6.93	SF / GLA	820
	50,000 – 99,999	\$7.69	SF / GLA	820
	100,000 – 199,999	\$7.76	SF / GLA	820
	200,000 – 299,999	\$7.91	SF / GLA	820
	300,000 – 399,999	\$8.15	SF / GLA	820
	400,000 sq. ft. or more	\$8.67	SF / GLA	820
	• Automobile Parts Sales	\$9.04	SF / GFA	843
	• Car Sales – New/Used	\$11.29	SF / GFA	841
	• Convenience Market	\$33.56	SF / GFA	851
	• Discount Club	\$8.63	SF / GFA	861
	• Electronic Superstore	\$9.04	SF / GFA	863
	• Toy Superstore	\$7.97	SF / GFA	864
	• Furniture Store	\$0.47	SF / GFA	890
	• Hardware/Paint Store	\$9.49	SF / GFA	816
	• Home Improvement Superstore	\$3.27	SF / GFA	862
	• Nursery/Garden Center	\$7.56	SF / GFA	817
	• Pharmacy/Drugstore w/out Drive Thru	\$8.51	SF / GFA	880
	• Pharmacy/Drugstore with Drive Thru	\$11.35	SF / GFA	881
	• Supermarket	\$17.84	SF / GFA	850
	• Tire Store	\$7.94	SF / GFA	848
	• Tire Superstore	\$4.04	SF / GFA	849
	Cost per New Trip Generated:	\$3,791.23		

2026 Table II

ZONING, LAND DIVISION & ENVIRONMENTAL

SOURCE: ITE, "Trip Generation, 8th Edition"

Notes: ¹ Abbreviations:

SF = Square Feet

VSP = Vehicle Service Position

GFA = Gross Floor Area

VFP = Vehicle Fueling Position

GLA = Gross Leasable Area

² Annual Escalator: Transportation Impact Fees will be adjusted annually, based on the Engineering News Record Construction Cost Index for the Seattle, Washington, area as reported for July to establish the fee schedules effective January 1st of the subsequent year.

Community Development	Olympia School District No. 111 School Impact Fees			\$3.50.135 and Olympia School District Resolution No. 653
	<i>Type of Residential Development</i>			
	• Single Family (includes townhouses, duplexes, and manufactured homes).	\$0.00 (fee suspended in 2026)	dwelling	
	• Multi Family (three units or more and accessory dwelling units).	\$0.00 (fee suspended in 2026)	dwelling	
	• Multi Family Downtown	\$0.00 (fee suspended in 2026)	dwelling	
	Tumwater School District No. 33 School Impact Fees			\$3.50.135 and Tumwater School District Resolution No. 02-23-24
	<i>Type of Residential Development</i>			
	• Single Family (includes townhouses, duplexes, and manufactured homes).	\$5,081.00	dwelling	
	• Multi Family (three units or more and accessory dwelling units).	\$1,048.00	dwelling	
Community Development	Independent Fee Calculations			\$3.50.140
	• <i>Applicant chooses to prepare IFC</i>			
	– Administrative Processing fee	\$525.00		
	– Deposit on Review Costs of IFC*	\$525.00		
	*Balance refunded or additional costs collected as a precondition to building permit issuance.			
Community Development	Park Impact Fees			\$3.52.070
	<i>Type of Residential Development</i>			
	• Single Family	\$3,726.86	housing unit	
	• Single Family and Middle Housing (duplex, triplex, quadplex, cottage housing, townhouses, stacked flats, and condos). If an active park/open space area at least one-half acre in size is included in the development in which the dwelling is being built or the dwelling unit is within one-half mile of a park at least one-half acre in size. The home must meet the federal definition of "Low Income Housing". The home must be affordable to those making 80% of the median income. An affidavit must be submitted with the building permit application stating that the home meets the definition of low income and that a deed/title restriction will be placed on the home and recorded so that future sales, rental, or lease of the home will also abide by the requirements of this section and be affordable to those making 80% of the median income.	\$1,863.43	housing unit	
	• Single Family that are less than 1200 square feet floor area. Not to be used with any other impact or permit fee discounts.	\$2,795.15	housing unit	
	• Manufactured Home (mobile home)	\$2,227.71	housing unit	
	• Middle housing (duplex, triplex, quadplex, cottage housing, townhouses, stacked flats, and condos) (2-4 units per structure)	\$2,746.11	housing unit	
	Park Impact Fees (Continued)			
	• Multi Family (5+ units per structure)	\$2,413.12	housing unit	

2026 Table II				
ZONING, LAND DIVISION & ENVIRONMENTAL				
Community Development	<ul style="list-style-type: none"> Multi Family (5+ units per structure). If an active park/open space area at least one-half acre in size is included in the development in which the dwelling is being built or within one-half mile of a public park at least one-half acre in size. The home must meet the federal definition of "Low Income Housing". The home must be affordable to those making 80% of the median income. An affidavit must be submitted with the building permit application stating that the home meets the definition of low income and that a deed/title restriction will be placed on the home and recorded so that future sales, rental, or lease of the home will also abide by the requirements of this section and be affordable to those making 80% of the median income. 	\$1,373.06	housing unit	
Community Development	<ul style="list-style-type: none"> Accessory Dwelling Unit Accessory Dwelling Unit. If an active park/open space area at least one-half acre in size is included in the development in which the dwelling is being built or the dwelling is within one-half mile of a public park that is at least one-half acre in size. The home must meet the federal definition of "Low Income Housing". The home must be affordable to those making 80% of the median income. An affidavit must be submitted with the building permit application stating that the home meets the definition of low income and that a deed/title restriction will be placed on the home and recorded so that future sales, rental, or lease of the home will also abide by the requirements of this section and be affordable to those making 80% of the median income. 	\$1,670.78	housing unit	\$3.52.070
		\$1,113.86	housing unit	
Community Development	Impact Fee Deferral Program			
	• Administrative Application Fee	\$100.00	application	\$3.50.130
				\$3.52.070
	Wireless Communication Antennas			\$11.20.050
	• Wireless Communication (WCF) Permits			
	– Accessory (requiring WCF permit)	\$110.00	antenna	
	– Attached WCF	\$330.00	carrier	
	– Freestanding WCF	\$1,100.00	structure	
	– Co-location on freestanding WCF	\$330.00	carrier	
	• WCF Administrative Site Plan Review	Same as regular SPR fees		
	• Conditional Use Permit	Same as zoning CUP fees		
	• Request for Administrative Deviation	\$247.50	request	
	Telecommunications in Rights-of-Way			\$3.52.069
	• Telecommunications Right-of-Way Use			
	– Right-of-Way (ROW) Use Authorization	\$1,700.00		\$11.06.010
	• Telecommunications Franchise/Master Permit Application	\$5,550.00		\$11.06.020
	• Master Permit Renewal Application	\$2,800.00		\$11.06.120
	– Annual Fee	\$500.00		\$11.06.160
	– Supplemental Site Permit	\$500.00 (up to 5)		\$11.06.110
		\$100.00 (after 5)		
		\$1,000.00	new pole	
		\$270.00 pole rent	year	
	• Telecommunications Facilities Lease			
	– Lease Application	\$500.00		\$11.08.020
	– Renewal of Lease	\$225.00		\$11.08.120
Community Development	Site Plan Review			\$14.02.080
	• Feasibility Site Plan Review*	\$150.00		
	Feasibility Site Plan Review Resubmittal	\$100.00		
	*Credited toward Preapplication Meeting			
	Preapplication Meeting	\$825.00		
	Preapplication Meeting Resubmittal	\$400.00		

2026 Table II				
ZONING, LAND DIVISION & ENVIRONMENTAL				
	Site Plan Review Application Type I	\$500.00		
	Site Plan Review Application Type II	\$1,000.00		
Community Development	Multi-Family Tax Exemption	\$100.00		
	• Design Plan Review	2.5% of the Building Permit		\$18.43.010
	• Landscape Plan Review**	\$220.00		\$18.47.020
	**Applies only to landscape plans required under \$18.47.020			
	• Exterior Illumination***			
	– Issuance and Inspection Fee	\$55.00 +...	\$7.50 per fixture	\$18.40.035
	– Plan Review Fee	65% of above lighting fee		
	***Applies to non-residential applications 4,000 square feet or larger in area			
Water Resources & Sustainability	• Request for Parking Modification	\$275.00		\$18.50.075
	Drainage Manual Administration			
	• Adjustment application	\$500.00		\$13.12.015
Community Development	• Variance and Exception application	\$1,000.00		
	Protection of Trees & Vegetation			
	• Land clearing application & review	\$110.00		
	• Work by City Tree Professional	Consultant Cost	hour	
	• Land Clearing Permit			
	– Less than 30 Trees	\$135.00		
	– 30 Trees or more	\$220.00		
	• Add'l Review or Inspections after one hour	\$66.00	hour	
	• Investigation Charge for Land Clearing without required Permit	Double application and permit fee for tree cutting without a permit		
	• Request for Land Clearing Modification	\$385.00		
	• Replacement Tree Mitigation Fee	\$400.00		\$16.08.070
	Environmental Policy			
	• Environmental SEPA Checklist	\$880.00		
	• Expanded Environmental Checklist	\$880.00, plus consultant cost		\$16.04.190
	• Environmental Impact Statement (EIS)	\$880.00, plus consultant		
	• Addendum to Environmental Documents	\$220.00		
	Wetland Protection Standards			
	• Wetland Permit Application	\$440.00		\$16.28.140
	• Reasonable Use Exception	\$880.00		\$16.28.190
Community Development	Fish and Wildlife Habitat Protection			
	• Reasonable Use Exception	\$880.00		\$16.32.097
	Land Divisions			
	• Boundary Line Adjustment	\$450.00		
	• Lot Consolidation	\$450.00		
	• Preliminary Binding Site Plan	\$770.00 +...	\$27.50 per lot	\$17.02.160
	• Final Binding Site Plan	\$440.00 +...	\$27.50 per lot	
	• Preliminary Plat	\$2,750.00 +...	\$38.50 per lot	
	• Final Plat	\$1,650.00 +...	\$38.50 per lot	
	• Preliminary Short Plat	\$1,100 +...	\$55.00 per lot	
	• Final Short Plat	\$440.00 +...	\$55.00 per lot	
	• Preliminary PUD (includes limited overlay zone)	\$1,320 +...	\$33.00 per lot	
	• Final PUD	\$935.00		
	• Preliminary Plat Extension	\$550.00		
	• Replats, Vacations, and Alterations			
	– Replats	Same as Preliminary and		
	– Vacations	\$450.00		
	– Alterations	\$450.00		
	Zoning			\$2.62.060
	• Certificate of Appropriateness	\$110.00		
	• Zoning Certification Letter	\$82.50		
	• Planned Unit Development	Same as preliminary and final PUD		\$18.36.030
	• Home Occupation	See Business Licenses		\$18.42.030
	• Mobile Home Installation*			

2026 Table II				
ZONING, LAND DIVISION & ENVIRONMENTAL				
Community Development	– Single	\$150.00 + plumbing fees		\$18.48.010
	– Double	\$175.00 + plumbing fees		
	– Triple	\$200.00 + plumbing fees		
	• Title Elimination Inspection Fee	\$170.00		
	• Title Elimination Review	\$110.00		
	* plus footing, foundation, skirting, and tie downs			
	• Mobile Home Park – Site Plan			\$18.48.130
	– Preliminary	\$1,00.00 +...	\$30 per unit	
	– Final	\$750.00 +...	\$30 per unit	
	• Conditional Use Permit	\$2,090.00		\$18.56.020
	• Variance	\$1,000.00		\$18.58.020
	• Rezone	\$1,500.00		\$18.60.065
	Zoning			
	• Comprehensive Plan			
	– Map Amendment	\$1,500.00		
	• Annexations			
	– Not in an Unincorporated Island	\$200.00	acre, Maximum of \$4,000	
	– In Unincorporated Islands	No fee (\$0.00)		
	• Sign			\$18.44.075
	– Application for Conditional Exemption	\$20.00	sign	
Community Development	Shoreline Management Act			Resolution 250
	• Shoreline Exemption Letter	\$200.00		
	• Substantial Development Permit	\$1,600.00		
	• Conditional Use	\$1,750.00		
	• Variance	\$1,750.00		
	• Shoreline Permit Time Extension	\$500.00		
	Transportation Concurrency			\$15.48.040
	• Concurrency Application	\$170.00		
	• Traffic Impact Analysis (TIA) Review	\$390.00		

2026 Table III			
BUILDING & FIRE SAFETY			
Primary Department	Title	Rate/Fee/Charge	Code Reference (If Applicable)
Community Development	Building Code		\$15.01.070
	Building Permit Fee Schedule (including signs)		
	Total Valuation	Fee	
	Single Family, Middle Housing (duplex, triplex, quadplex, cottage housing, townhouses, stacked flats, and condos) (detached and attached), Accessory Dwelling Units, and multi-family housing that meets the federal definition of "Low Income Housing". The home must be affordable to those making 80% of the median income. An affidavit must be submitted with the building permit application stating that the home meets the definition of low income and that a deed/title restriction will be placed on the home and recorded so that future sales, rental, or lease of the home will also abide by the requirements of this section and be affordable to those making 80% of the median income.	50% of the calculated building permit fee using the table of fees in this section	
	\$1.00 to \$500	\$43.48	
	\$501 to \$2,000	\$43.48 for the first \$500 plus \$5.64 for each additional \$100 or fraction thereof, to and including \$2,000	
	\$2,001 to \$25,000	\$151.04 for the first \$2,000 plus \$25.90 for each additional \$1,000 or fraction thereof, to and including \$25,000	
	\$25,001 to \$50,000	\$742.50 for the first \$25,000 plus \$18.69 for each additional \$1,000 or fraction thereof, to and including \$50,000	
	\$50,001 to \$100,000	\$1,203.89 for the first \$50,000 plus \$12.95 for each additional \$1,000 or fraction thereof, to and including \$100,000	
	\$100,001 to \$500,000	\$3,291.80 for the first \$100,000 plus \$18.55 for each additional \$1,000 or fraction thereof, to and including \$500,000	
	\$500,001 to \$1,000,000	\$10,664.10 for the first \$500,000 plus \$15.74 for each additional \$1,000 or fraction thereof, to and including \$1,000,000	
	\$1,000,001 and up	\$18,578.99 for the first \$1,000,000 plus \$12.10 for each additional \$1,000 or fraction thereof	
Community Development	Other Inspection and Fees		
	Plan Review Fee		
	1. Commercial and Multi-Family	65% of the building permit fee	
	2. Single Family, Middle Housing (duplex, triplex, quadplex, cottage housing, townhouses, stacked flats, and condos) greater than 1,200 sq. ft., and pole barns	50% of the building permit fee	
	3. Single Family, Middle Housing (duplex, triplex, quadplex, cottage housing, townhouses, stacked flats, and condos) greater than 1,200 sq. ft. and multi-family housing that meet the federal definition of "Low Income Housing". For example, if single family then the home must be affordable to those making 80% of the median income. An affidavit must be submitted with the building permit application stating that the home meets the definition of low income and that a deed/title restriction will be placed on the home and recorded so that future sales, rentals, or leases of the home will also abide by the requirements of this section and be affordable to those making 80% of the median income. Not to be used with any other impact fee discounts except the building permit fee discount for low income housing listed above.	25% of the building permit fee	

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Community Development	5. Single family, Middle Housing (duplex, triplex, quadplex, cottage housing, townhouses, stacked flats, and condos) less than 1,200 sq. ft., and accessory dwelling units that meet the federal definition of "Low Income Housing". For example, if single family then the home must be affordable to those making 80% of the median income. An affidavit must be submitted with the building permit application stating that the home meets the definition of low income and that a deed/title restriction will be placed on the home and recorded so that future sales, rentals, or leases of the home will also abide by the requirements of this section and be affordable to those making 80% of the median income.	12.5% of the building permit fee	
	6. 1 st Plan Review Extension Fee	5% of plan review fee OR \$25.00, whichever is greater.	
	2 nd Plan Review Extension Fee	10% of plan review fee OR \$25.00, whichever is greater.	
	<i>Continued on next page</i>		
	7. 1 st Permit Extension Fee	5% of permit fee OR \$25.00, whichever is greater.	
	2 nd Permit Extension Fee	10% of permit fee OR \$25.00, whichever is greater.	
	8. One-and-Two Family Re-Roof permit.	\$170	
	9. Commercial Re-Roof permit.	Based on valuation and the fee schedule	
	10. Inspections outside of normal inspection hours (minimum charge - 1 hour)	\$110.00 per hour	
	11. Reinspection fees assessed under provisions of Section 108	\$110.00 per hour	
	12. Inspections for which no fee is specifically indicated (minimum charge – 1 hour)	\$110.00 per hour	
	13. Additional plan review required by changes, additions or revisions to approved plans (minimum charge - 1 hour)	\$110.00 per hour	
	14. For use of outside consultants for plan checking or inspection	Actual cost plus 8% administrative fees	
Community Development	ENERGY CODE FEES		
	Energy Code Plan Check Fee		
	Single Family	\$110.00	
	Residential Remodel/Addition	\$60.00	
	Multi-Family	\$210.00	
	New Commercial Building		
	0 to 12,000 sq. ft.	\$210.00	
	12,001 to 60,000 sq. ft.	\$395.00	
	60,001 to 200,000 sq. ft.	\$770.00	
	200,000 sq. ft. and over	\$1,520.00	
	Remodels and Tenant Improvements	50% of the new commercial fee	
	Warehouses	50% of the new commercial building fee	
	GRADING PERMIT FEES		
	Grading Plan Review Fees		
	100 cubic yards or less (no cut\fill greater than 12 inches)	\$47.00	
	101 to 500 cubic yards	\$94.00	
	501 to 1,000 cubic yards	\$187.00	
	1,001 to 5,000 cubic yards	\$280.00	
	5,001 to 10,000 cubic yards	\$374.00	
Community Development	100,001 cubic yards or more	\$375.00 for 1st 10,000 cubic yards plus \$24.50 for each additional 10,000 cubic yards or fraction thereof	
	Other Fees		
	Additional plans review required by changes, additions or revisions to approved plans (minimum charge - 1 hour)	\$110.00 per hour	
	Grading Permit Fees		
	For the issuance of each permit	\$30.00	
	100 cubic yards or less (no cut\fill greater than 12 inches)	\$55.00	
	101 to 500 cubic yards	\$170.00	
	501 to 1,000 cubic yards	\$340.00	
	1,0001 to 5,000 cubic yards	\$680.00	
	5,001 to 10,000 cubic yards	\$1,360.00	
	10,001 cubic yards or more	\$1,360.00 for 1st 10,000 cubic yards plus \$42.50 for each additional 10,000 yards or fraction thereof	
	Certificates of Occupancy		
	°Temporary Certificates of Occupancy		
	-One or Two Family	\$25.00	

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Community Development	-Commercial/Industrial/Multi-family	\$100.00	
	-Renewal	\$200.00	
	°Final Certificates of Occupancy		
	– One or Two-Family	No fee	
	– Commercial/Industrial/Multi-family	No fee	
	°Business License		
	– Request for Certificate of Occupancy	\$110.00	
	Mechanical Code		
	• Mechanical Permit	Stand alone commercial mechanical permits based on valuation.	
	• Mechanical Plan Review	65% of permit fee	
	For the issuance of each permit	\$40.00	
Community Development	For issuing each supplemental permit for which the original permit has not expired, been canceled or finalized	\$35.00	
	Unit Fee Schedule		
	Furnaces		
	For the installation or relocation of each forced air or gravity-type furnace, floor furnace, suspended heater, or burner, including ducts and vents attached to such appliance, up to and including 100,000 Btu/h	\$25.00	
	For the installation or relocation of each forced air or gravity-type furnace, floor furnace, suspended heater, or burner, including ducts and vents attached to such an appliance over 100,000Btu/h	\$30.00	
	Boilers, Compressors and Refrigeration Units		
	For the installation or relocation of each boiler or compressor to and including three horsepower or for each absorption system to and including 100,000 Btu/h	\$25.00	
	For the installation or relocation of each boiler or compressor over three horsepower to and including 15 horsepower or for each absorption system over 100,000 Btu/h to and including 500,000 Btu/h	\$40.00	
	For the installation or relocation of each boiler or compressor over 15 horsepower to and including 30 horsepower or for each absorption system over 500,000 Btu/h to and including 1,000,000Btu/h	\$45.00	
	For the installation or relocation of each boiler or compressor over 30 horsepower to and including 50 horsepower, or for each absorption system over 1,000,000 Btu/h to and including 1,750,000 Btu/h	\$65.00	
Community Development	For the installation or relocation of each boiler or compressor over 50 horsepower, or for each absorption system over 1,750,000 Btu/h	\$110.00	
	Air Handlers		
	For each air-handling unit to 10,000 cubic feet per minute	\$25.00	
	For each air-handling unit over 10,000 cubic feet per minute	\$30.00	
	Photo-Voltaic Solar Panels		
	Roof mounted; One-and-Two Family Dwellings	\$260.00	
	Photo-Voltaic Solar Panels; Commercial	Based on valuation and the fee schedule	
	Evaporative Coolers		
	For each evaporative cooler other than the portable type	\$20.00	
	Ventilation and Exhaust		
	For each vent fan connected to a single duct	\$15.00	
	For each system not a part of a permitted HVAC system	\$20.00	
	For each non-residential type I hood (grease)	\$175.00	
	Ventilation and Exhaust		
	For each non-residential type II hood (steam)	\$95.00	
	Water Heaters		
	Residential	\$25	
	Commercial	\$50.00	
	Gas Piping		
	For each gas pipe system of one to four outlets	\$15.00	
	For each gas piping system additional outlets over 5	\$2.00 each	

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Community Development	Miscellaneous		
	For each appliance or piece of equipment regulated by the Mechanical Code but not classed in other appliance categories, or for which no other fee is listed in the Code	\$20.00	
	Other Inspections and Fees		
	1. Mechanical plan review fee	65% of the mechanical permit fee	
	2. Inspection fees outside normal inspection hours (minimum charge – 1 hour)	\$110.00	
	3. 1 st Plan Review Extension Fee	5% of plan review fee OR \$25.00, whichever is greater.	
	2 nd Plan Review Extension Fee	10% of plan review fee OR \$25.00, whichever is greater.	
	4. 1 st Permit Extension Fee	5% of permit fee OR \$25.00, whichever is greater.	
	2 nd Permit Extension fee	10% of permit fee OR \$25.00, whichever is greater.	
	5. Reinspection fees per inspection	10% of permit fee OR \$25.00, whichever is greater.	
Community Development	6. Inspection for which no fee is specifically indicated (minimum charge – 1 hour)	\$110.00 per hour	
	7. Additional plan review required by changes, additions, or revisions to plans or to plans for which an initial review has been completed (minimum charge – 1 hour)	\$110.00 per hour	
	8. For use of outside consultants for plan checking or inspection, or both	Actual cost + 8% administrative fee	
	Plumbing Code		
	• Plumbing Permit	\$40.00	
	• Plumbing Plan Review		
	• Backflow Protection Device		
	For the issuance of each permit		
	• Commerical Plumbing Permit	Stand alone commercial plumbing permits based on valuation	
	For issuing each supplemental permit for which the original permit has not expired, been canceled or finalized	\$35.00	
Community Development	Fee for review of septic system applications from County Health Department	\$35.00	
	Unit Fee Schedule		
	For each plumbing fixture or trap or set of fixtures on one trap (including water, drainage, piping and backflow protection therefore)	\$20.00	
	For each building sewer and each trailer park sewer	\$35.00	
	Rainwater systems - per drain	\$20.00	
	For each residential sewer grinder	\$30.00	
	For each commercial sewer grinder	\$95.00	
	For each electric water heater	\$25.00	
	For each pre-treatment grease or oil interceptor including its trap and vent	\$30.00	
	For each installation, alteration or repair of water piping and/or water treating equipment	\$15.00	
Community Development	For repair or alteration of drainage or vent piping, each fixture	\$15.00	
	For each commercial lawn sprinkler system on any one meter	\$25.00	
	For atmospheric type vacuum breakers		
	– 1 to 5	\$20.00	
	– Over 5, each	\$5.00	
	For each backflow device other than atmospheric type vacuum type breakers		
	– 2 inches and smaller	\$15.00	
	– Over 2 inches	\$30.00	
	Expansion Tank	\$20.00	
	Other Inspections and Fees		
Community Development	1. Commerical Plumbing Plan Review Fee	65% of the plumbing permit fee	
	2. Inspection fees outside normal inspection hours (minimum charge – 1 hour)	\$110.00 per hour	
	3. Reinspection fees per inspection (minimum charge – 1 hour)	\$110.00 per hour	
	4. 1 st Plan Review Extension Fee	5% of plan review fee OR \$25.00, whichever is greater.	
	2 nd Plan Review Extension Fee	10% of plan review fee OR \$25.00, whichever is greater.	
	5. 1 st Permit Extension Fee	5% of permit fee OR \$25.00, whichever is greater.	
	2 nd Permit Extension Fee	10% of permit fee OR \$25.00, whichever is greater.	
Community Development	6. Inspection for which no fee is specifically indicated (minimum charge – 1 hour)	\$110.00 per hour	

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	7. Additional plan review required by changes, additions, or revisions to plans or to plans for which an initial review has been completed (minimum charge – 1 hour)	\$110.00 per hour	
	8. For use of outside consultants for plan checking or inspection, or both	Actual cost + 8% administrative fee	
	Moving of Buildings		
	• Permit Application	\$500.00 + building and demolition permits, as applicable	
Fire & Emergency Services	• Traffic Officer Fee	Fully-based rate + materials	
	Fire Code		
	Fire Safety		
	• Fire Safety – Inspection Fee & Permitting	Based on Valuation	
	• Underground Storage Tank Removal		
	– Residential	Based on Valuation	
	– Commercial	Based on Valuation	
	• Fire Sprinkler Permit	Based on Valuation	
	• Fire Sprinkler Plan Check	65% of permit fee	
	Fire Alarm Systems		
	• Fire Alarm Installation Permit	Based on Valuation	
	• System Retest	\$110.00 per hour	
	• Fire Alarm Plan Check	65% of permit fee	
	Fire Hydrant (fireflow) Test	\$180.00	
	Fire Inspection Fees		
	Square Footage Factor:		
	1 = 0 - 2,500 square feet	\$20.00	
	2 = 2,501 - 7,500 square feet	\$40.00	
	3 = 7,501 - 50,000 square feet	\$60.00 + hourly rate of \$80.00	
	4 = 50,001 square feet + >	\$80.00 + hourly rate of \$80.00	
	Non-compliance and Reinspection Fee	\$80.00 per hour	

2026 Table IV

TRANSPORTATION, ENGINEERING, UTILITIES & UTILITY CONNECTIONS

Primary Department	Title	Rate/Fee/Charge	Unit	Code Reference (If Applicable)
Transportation & Engineering	Right-of-Way License (includes projections over ROW)			
	• Application Fee	\$305.00 + license rate		\$3.40.010
	• Five-Year License Rate			\$3.40.020
	– 1 to 1,000 square feet	\$163.00		
	– 1,001 to 5,000 square feet	\$218.00		
	– 5,001 to 20,000 square feet	\$273.00		
	– More than 20,000 square feet	Negotiable		
Transportation & Engineering	Right-of-Way Access/Utility Permit			\$12.16.050
	• General	\$185.00		
	• Residential (1-single family or duplex; lots of record; includes erosion control)			
	– Street Only or 1 Utility Use	\$235.00		
	– Multiple	\$325.00		
	• Private Utility			
	– Overhead			
	Plan Check	\$200 for 1st 150' + \$0.10 per 1' thereafter		
	Inspection	\$195 for 1st 150' + \$0.10 per 1' thereafter		
	– Underground			
	Plan Check	\$436.00 + \$0.38 per ...	linear foot	
	Inspection	\$2.10 per...	linear foot	
	– Single Service	\$95.00		
Transportation & Engineering	Street & Alley Vacation			\$12.04.020
	• Application Fee	\$567.00		
	• Publishing Notice	\$435.00		
	• Hearing, Ordinance, Adoption	\$640.00		
	• Acquisition Cost	Up to 50% of value		
Transportation & Engineering	Street Construction and Restoration			\$12.18.030
	• Street, Curbs, and Sidewalks			
	– Plan Check	\$436 + \$0.62 per...	linear foot	
	– Inspections	\$2.63 per linear foot	linear foot	
	• Street Lighting			
	– Plan Check	\$445.00 + \$0.62 per ...	linear foot	
	– Inspections	\$1.31 per...	linear foot	
	• Street Signals			
	– Plan Check	\$1,318.00 per...	Signal	
	– Inspections	\$1,796.00 per...	Signal	
Transportation & Engineering	Street Disruption Fee			\$12.16.060
	• 1 st year	5 times construction cost		
	• 2 nd year	4 times construction cost		
	• 3 rd year	3 times construction cost		
	• 4 th year	2 times construction cost		
	• 5 th year	1 times construction cost		
Water Resources & Sustainability	Notice Required to Have Water Disconnected			\$13.04.060
	• Disconnection of water service on a temporary or permanent basis	\$30.00		
	Water Service			\$13.04.080
	• Occupant turning on penalty	\$30.00		
Water Resources & Sustainability	Hydrant Meter Rental			\$13.04.140
	• (2½") – for construction	\$1,500.00 deposit + 3" meter monthly fee + consumption		
	Sewer Service - Lateral Extension			\$13.08.100
	• Force Main Tap	\$3,465.00		
	Utility Billing Late Penalty			\$13.18.020
	• If bill not paid until after the due date	1% of late balance per utility or...		
	- minimum penalty	Water - \$5.00		
		Sewer - \$4.00		
		Stormwater - \$1.00		
	• If past due bill is not paid 20 days after the due date	\$10.00 penalty - water		
	Water Utility	\$30.00 weekdays, \$100.00 weekends		

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TRANSPORTATION, ENGINEERING, UTILITIES & UTILITY CONNECTIONS

Water Resources & Sustainability	• Reconnection Fee	after 4:30 PM, all day weekends, & holidays		\$13.18.040
	Utility Account Set-up Fees			
	• Owner Account Setup	\$15.00		\$13.18.055
		(Water \$8.00, Sewer \$5.00, Stormwater \$2.00)		
Water Resources & Sustainability	Utility Plan Check & Inspection Fees	\$840.00		\$13.20.030
	• Watermain			
	– Plan Check	\$436.00 + \$0.55 per...	linear foot	
	– Inspections	\$2.99 per ...	linear foot	
	• Sewermain, Gravity			
	– Plan Check	\$436.00 + \$0.55 per...	linear foot	
	– Inspections	\$2.99 per ...	linear foot	
	• Sewermain, Pressure			
	– Plan Check	\$436.00 + \$0.55 per...	linear foot	
	– Inspections	\$2.99 per ...	linear foot	
	• Sewer Pump Station, Community System			
	– Plan Check	\$1,273.00 for each		
	– Inspections	\$1,273.00 for each		
	• Stormwater System			Resolution 494
	– Plan Check	\$436.00 + \$47.00 per...	acre	
	– Storm Pipe Plan Check	\$436.00 + \$0.55 per...	linear foot	
	– Stormwater Report Review	\$478.00 per...	report	
	– Inspections	\$3.80 per...	linear foot	
		\$630.00 per...	system	
	– Resubmittals (1 hour minimum)	\$100.00 per hour starting with 2nd submittal		
	• High Groundwater Reviews	\$2,625.00 + \$100.00 per...	hour	
	• Latecomers – Streets/Utilities	\$840.00 + \$100.00 per hour after 10 hours + 8%		
	• Bonding Agreements, Letters of Credit (providing forms and reviewing documents once complete)	\$120.00		
Water Resources & Sustainability	Water Meter Testing	\$140.00		\$13.04.400
	Water – Installation charge (service line & meter)	<u>Installation</u>	<u>Meter Size</u>	\$13.04.360
		\$3,900.00	3/4"	
		\$4,300.00	1"	
		\$8,100.00	1-1/2"	
		\$8,400.00	2"	
		*	3"	
		*	4"	
		*	6"	
		*	10"	
		*	12"	
	* For meters larger than 2" the charge will be the actual cost of labor & materials for furnishing and installing the meter, plus an amount equal to 25% of the cost of labor and materials for overhead expenses.			\$13.04.360
		<u>Installation</u>	<u>Meter Size</u>	
		\$650.00	3/4"	
		\$760.00	1"	
		\$1,300.00	1-1/2"	
		\$1,600.00	2"	
		*	3"	
		*	4"	
		*	6"	
	* Drop-in charges for meters larger than 2" will be the actual costs of labor and materials for furnishing & installing the meter plus an amount equal to 25% of the cost of labor and materials for overhead expenses.			\$13.04.370
		<u>Connection Fee</u>	<u>Connection Size</u>	
		\$6,007.14	3/4"	
		\$10,213.05	1"	
		\$19,489.23	1-1/2"	
		\$31,837.43	2"	
		\$60,070.45	3"	
		\$100,115.57	4"	
		\$200,031.66	6"	
Water Resources & Sustainability	Water – Connection Charges in the General Service Area	\$500,428.25	8"	\$13.04.370
		\$761,127.39	10"	
		\$1,161,171.31	12"	

2026 Table IV				
TRANSPORTATION, ENGINEERING, UTILITIES & UTILITY CONNECTIONS				
Sustainability	Sewer – Connection Charges	Charge		\$13.08.090
	• Equivalent Residential Unit (ERU)	\$3,264.89		
	• Accessory Dwelling Unit	\$2,285.43		
	• Multi-Family Unit	\$2,285.43		
	Sewer – Capacity Development Charge (CDC)	\$7,806.74 per...	ERU	\$13.08.090 and LOTT Resolution No. 20-002

2026 Table V			
PUBLIC SAFETY			
Primary Department	Title	Rate/Fee/Charge	Code Reference (If Applicable)
Police	Records		
	• Accident Reports to Insurance Company	\$4.00	
	• Incident Reports	\$0.15 per page over 10	
Police	Animal Services		\$6.04.040
		Pursuant to a posted schedule of fees adopted by the joint animal services comission (www.jointanimalservices.org)	\$6.04.060
			\$6.04.070
Police	Police Alarm Systems		
	• Installer ID Card/Renewal	\$25.00 every 5 years	\$8.20.070
	• Alarm Permit Reinstatement		
	• False Alarm		
	– 3rd within 90-day continual period	\$50.00	\$8.20.100
	– 4th within 90-day continual period	\$75.00	
	– 5th and thereafter within 90-days	\$150.00	
Fire	Fire Alarm Systems		
	• False Alarm		
	– 2nd within a calendar year	\$25.00	
	– 3rd alarm and thereafter in a calendar year	\$413.00 - as per WSAOFC for equipment; labor shall be charged at city costs	
Fire	Fireworks		
	• Display Fireworks Application (effective February 21, 2007)	\$100.00	\$8.30.030
Fire	Prescribed Burning		
	• Prescribed Burn Permit Application (effective September 6, 2022)	\$220.00	\$8.16.035

2026 Table VI

RECREATION			
Primary Department	Title	Rate/Fee/Charge	Code Reference (If Applicable)
Parks & Recreation	Recreation Services		
	• All classes that require an outside instructor	City's fee 30% overhead of class instructor's fee	
	• All classes provided that utilize in-house staff	City's fee shall be in excess of out-of-expense costs by an overhead of 30%	
	• Athletic field use	\$22.00 per hour	
	• Public parks – private event shelter rental		
	• 9:00am – 2:00pm	\$55.00	
	• 3:00pm – 8:00pm	\$55.00	
	• 9:00am – 8:00pm	\$80.00	
	• Youth Baseball League	\$110.00	
		\$10.00 additional for late registrations	
	• Youth Basketball League	\$120.00	
		\$10 additional for late registrations	
	• Public Events Permit	\$50.00	\$12.28.020
	• Public Parks – concession/merchandise sales		\$12.32.040
	0-4 hours	\$30.00	
	4-8 hours	\$60.00	
Executive	Street Banners		
	• Banner Permit Fee	\$300.00	

2026 Table VII				
UTILITY RATES				
Primary Department	Title	Rate/Fee/Charge		Code Reference (If Applicable)
Water Resources & Sustainability	Water Base Rate Monthly per meter – within the General Service Area. *User fee base rates shall be established based on AWWA Standards for meter equivalency. A three-quarter inch (3/4") meter shall be used as the multiplier base.	Meter Size	Current User Fee Base	\$13.04.210
		3/4"	\$11.50	
		1"	\$19.44	
		1-1/2"	\$37.94	
		2"	\$60.89	
		3"	\$114.86	
		4"	\$191.89	
		6"	\$382.43	
		8"	*	
		10"	*	
		12"	*	
	Water Base Rate Monthly per meter – in the unincorporated areas of Thurston County, provided that no power of attorney agreement with the City to petition in favor of annexation has been filed.	140% of water base rate		\$13.04.220
	Water Monthly Consumption Rate – Single Family & Duplex units & within the General Service Area		Volume of Water Used (Cubic Feet)	\$13.04.210
		Block 1	0 to 600	
		Block 2	601 to 1,200	
		Block 3	1,201 to 2,400	
	Water Monthly Consumption Rate – Multi-family units (per unit) & within the General Service Area		Volume of Water Used (Cubic Feet)	\$13.04.210
		Block 1	0 to 500	
		Block 2	501 to 1,000	
		Block 3	1,001 to 2,000	
	Water Monthly Consumption Rate – Non-Residential & within General Service Area	Block 2		
			Charge per each 100 Cubic Feet	
	Water Monthly Consumption Rate – Irrigation & within the General Service Area	Block 3		
	Water Fill Station Consumption Rate	Block 4		
	Water Monthly Consumption Rate – for all users in the unincorporated areas of Thurston County, provided that no power of attorney agreement with City to petition in favor of annexation has been filed.	140% of water consumption rate all category types (single family & duplex, multi-family units, non-residential and irrigation)		\$13.04.220
Water Resources & Sustainability	Sewer – Monthly City Wastewater Service Rate & within General Service Area	Type	Monthly Rate	\$13.08.160
		Single-family	\$26.34 (1.0 ERU)	
		Individual mobile home	\$26.34 (1.0 ERU)	
		Residential Duplex	\$26.34 (1.0 ERU)	
		Multifamily (>2 units)	\$18.44 (0.7 ERU)	
		Mobile home (>2 units)	\$26.34 (1.0 ERU)	
		Uses other than or only partially residential (Minimum charge not less than 1.0 ERU)	Charge computed at a rate equal to the monthly discharge of sewage / 900 cubic feet (measured at the source either by water consumption or sewage discharge) x \$26.34	
	Sewer – Monthly City Wastewater Service Rate for all rate payers – in the unincorporated areas of Thurston County, provided that no power of attorney agreement with City to petition in favor of annexation has been filed.	140% of the sewer monthly operations & maintenance use		\$13.08.170
	Sewer – Monthly LOTT Wastewater Service Charge	Type	Monthly Rate	\$13.08.160 and LOTT Resolution No. 24-002
		Single-family	\$48.95 (1.0 ERU)	
		Individual mobile home	\$48.95 (1.0 ERU)	
		Residential Duplex	\$48.95 (1.0 ERU)	
		Multifamily (>2 units)	\$34.26 (1.0 ERU)	
		Mobile home (>2 units)	\$48.95 (1.0 ERU)	
		Type	Monthly Rate	
		Uses other than or only partially residential (Minimum charge not less than 1.0 ERU)	Charge computed at a rate equal to the monthly discharge of sewage / 900 cubic feet (measured at the source either by water consumption or sewage discharge) x \$48.95	
Water Resources & Sustainability	Stormwater – Monthly Account Fee	\$2.45 on every developed property within the city limits		\$13.12.040
	Stormwater - Monthly Service Charge *Provided that if the amount of impervious area on any such property shall exceed 50% of the gross property area, the service charge shall be computed as other property not included in the single-family or duplex category.	Unit Type	Charge	\$13.12.050
		Single-family residential	\$13.96	
		Each duplex-family	\$13.96	\$13.12.060
	Stormwater - Monthly Service Charge	All other developed properties not defined as single-family residential and duplex family	\$13.96 x Gross Impervious Area/3,250 square feet	
	Stormwater – Monthly Service Charge	All mobile residence communities	(\$13.96 x 1,800 x available Residence Site / 3,250 feet) + (\$13.96 x Other Gross Impervious Area / 3,250 square feet)	\$13.12.070

2026 Table VIII					
Utility Rebates & Incentives					
Primary Department	Title	Rate/Fee/Charge		Code Reference (If Applicable)	
Water Resources & Sustainability	Connection Charges - Single Family, Accessory Dwelling units, and Multi-family housing that meets the federal definition of "Low Income Housing". An affidavit must be submitted with the building permit application stating that the housing meets the definition of low income and that a deed and title restriction will be placed on the property and recorded so that future sales or rental/lease of the property will also abide by the requirements of this section and be affordable to those making 80% of the median income.				
	Water Connection Fees - (50%)	Fee	Connection Size	\$13.04.070	
		\$3,003.57	3/4"		
		\$5,106.53	1"		
	Sewer Connection Fees - (50%)	Fee		\$13.08.090	
	Equivalent Residential Unit (ERU)	\$1,632.45			
	Accessory Dwelling Unit	\$1,142.71			
	Multi-Family Unit	\$1,142.71			
	Monthly LOTT Wastewater Service Charge (50%)	\$24.47		LOTT Resolution No. 24-002	
Monthly LOTT Wastewater Service Charge	\$17.13				
Water Resources & Sustainability	Life-line Program - Low-income senior citizen and low-income disabled person rate discounts – Every qualified account on file with the City's Utility Billing section shall receive a discount of fifty percent (50%) on all utility rates as defined below.			\$13.18.090	
	Water Monthly Base Rate per meter – within the General Service Area (50%)	Rate	Meter Size		
		\$5.75	3/4"		
		\$9.73	1"		
		\$18.97	1-1/2"		
		\$30.45	2"		
		\$57.43	3"		
		Refer to Table VII			4" or greater
		Water Monthly Consumption Rate – Single Family & Duplex units & within the General Service Area (50%)			Rate per each 100 Cubic Feet
	Block 1		\$1.69		0 to 600
	Block 2		\$1.87		601 to 1,200
	Block 3		\$2.23		1,201 to 2,400
	Block 4		\$2.93		2,401 & greater
	Water Monthly Consumption Rate – Multi-family units (per unit) & within the General Service Area (50%)		Rate per each 100 Cubic Feet		Volume of Water Used (Cubic Feet)
		Block 1	\$1.69		0 to 500
		Block 2	\$1.87		501 to 1,000
		Block 3	\$2.23		1,001 to 2,000
		Block 4	\$2.93		2,001 & greater
	Storm Rates - (50%)	Rate			
	Base Rate	\$1.22			
	Monthly Service Charge	\$6.98			

2025 Current Utility Rates & 2025 Proposed Rates Comparison

City of Olympia				City of Lacey			
	2025	% Increase	2026		2025	% Increase	2026
Water(900 CF)	\$ 56.83	3.0%	\$ 58.54	Water(900 CF)	\$ 45.98	5.25%	\$ 48.39
Sanitary Sewer (City)	\$ 28.23	4.5%	\$ 29.08	Sanitary Sewer (City)	\$ 33.12	9.5%	\$ 36.27
Sanitary Sewer (LOTT)	\$ 47.52	3.0%	\$ 48.95	Sanitary Sewer (LOTT)	\$ 47.52	3.0%	\$ 48.95
Storm Drain	\$ 21.67	1.5%	\$ 23.30	Storm Drain	\$ 14.79	4.5%	\$ 15.46
Subtotal	\$ 154.25		\$ 159.87	Subtotal	\$ 141.41		\$ 149.07
Utility Tax (12.5%)	\$ 19.28		\$ 21.69	Utility Tax (6%)	\$ 8.48		\$ 8.94
Total Bill	\$ 173.53		\$ 181.56	Total Bill	\$ 149.89		\$ 158.01
+/- vs Tumwater			\$ 30.73	+/- vs Tumwater			\$ 7.18

	Current	2026 Proposed		
	2025	% Increase	2026	\$ Increase
WATER (900 CF)	\$ 40.72	5.5%	\$ 42.97	\$ 2.25
SANITARY SEWER (CITY)	\$ 24.73	6.5%	\$ 26.34	\$ 1.61
SANITARY SEWER (LOTT)	\$ 47.52	3.0%	\$ 48.95	\$ 1.43
STORM	\$ 15.20	8.0%	\$ 16.41	\$ 1.21
Subtotal	\$ 128.17		\$ 134.09	\$ 6.50
Utility Tax (12.0%)	\$ 15.38	@12%	\$ 16.16	\$ 0.78
Total Bill	\$ 143.55		\$ 150.18	\$ 7.28

TO: Public Works Committee
FROM: Bill Lindauer, City Engineer
DATE: December 4, 2025
SUBJECT: Service Provider Agreement with MTN2COAST for On-Call Services Amendment No. 1

1) Recommended Action:

Place the Service Provider Agreement with MTN2COAST for On-Call Services Amendment No. 1 on the December 16, 2025, City Council consent calendar with a recommendation to approve and authorize the Mayor to sign.

2) Background:

The original Agreement for \$49,000 was signed on December 5, 2024.

The First Amendment extends the agreement until December 31, 2026, which provides on-call survey services. This First Amendment increases the not-to-exceed amount to \$124,000.00 to cover anticipated costs in 2026.

3) Policy Support:

Council Strategic Goals and Priorities:

C. Create and Maintain a Transportation System Safe for All Modes of Travel.

4) Alternatives:

☐ Do not approve the Agreement

5) Fiscal Notes:

Fees charged for this agreement will be allocated to the appropriate City fund, dependent upon the work completed.

6) Attachments:

A. Service Provider Agreement with MTN2COAST for On-Call Services Amendment No. 1

**FIRST AMENDMENT
TO
SERVICE PROVIDER AGREEMENT
FOR
ON-CALL SURVEY SERVICES**

This First Amendment ("Amendment") is dated effective this _____ day of _____, 20____, and is entered into by and between the CITY OF TUMWATER, a Washington municipal corporation ("CITY"), and MTN2COAST, LLC, a Washington limited liability corporation ("SERVICE PROVIDER").

A. The CITY and the SERVICE PROVIDER entered into a Service Provider Agreement dated effective December 5, 2024, whereby the SERVICE PROVIDER agreed to provide on-call survey services ("Agreement").

B. Section 14 of the Agreement provided that the Agreement may only be amended by written agreement signed by the parties.

C. The CITY and the SERVICE PROVIDER desire to amend the Agreement to continue the services described in Section 1 of the Agreement by extending the term of the Agreement, increasing the compensation paid to the SERVICE PROVIDER, and adjusting the rates to reflect the SERVICE PROVIDER's current pricing.

NOW, THEREFORE, the parties agree to the following terms and conditions:

1. TERM.

Section 2 of the Agreement shall be amended to extend the term of the Agreement until December 31, 2026.

2. COMPENSATION.

In consideration of the SERVICE PROVIDER continuing to provide the services described in Section 1 of the Agreement during the extended term of the Agreement, Section 4.C. shall be amended to increase the hourly rates for services performed in 2026 as described in Exhibit A-1 and increase the compensation paid to the SERVICE PROVIDER by an additional amount not to exceed Seventy-Five Thousand and 00/100 Dollars (\$75,000.00). The total amount payable to the SERVICE PROVIDER pursuant to the original Agreement and this First Amendment shall be an amount not to exceed One-Hundred Twenty-Four Thousand and 00/100 Dollars (\$124,000.00).

3. FULL FORCE AND EFFECT.

All other terms and conditions of the Agreement not modified by this Amendment shall remain in full force and effect.

DATED the effective date set forth above.

CITY:

CITY OF TUMWATER
555 Israel Road SW
Tumwater, WA 98501

SERVICE PROVIDER:

MTN2COAST, LLC
2320 Mottman Road SW, Suite 106
Tumwater, WA 98512
UBI No. 603-123-064
Phone No. 360-688-1949

Debbie Sullivan
Mayor

Signature (Notarized – see below)
Printed Name:
Title:

ATTEST:

Melody Valiant, City Clerk

APPROVED AS TO FORM:

Karen Kirkpatrick, City Attorney

STATE OF WASHINGTON

COUNTY OF THURSTON

I certify that I know or have satisfactory evidence that _____(name) is the person who appeared before me, and said person acknowledged that (he/she) signed this instrument, on oath stated that (he/she) was authorized to execute the instrument and acknowledged it as the _____(title) of _____(company) to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

Dated:_____

Notary Public in and for the State of Washington,
My appointment expires:_____