



Town of Yacolt
Council Meeting Agenda
Tuesday, January 22, 2019
7:00 PM
Town Hall

Call to Order

Flag Salute

Roll Call

Late Changes to the Agenda

Minutes of Previous Meeting(s)

1. Approve 1-7-19 Council Meeting Minutes

Citizen Communication

Anyone requesting to speak to the Council regarding items not on the agenda may come forward at this time. Comments are limited to 3 minutes. Thank you.

Old Business

2. NCLL Use Agreement Re-Negotiation Request

New Business

3. Introduce William "Bill" Eling - new Town Attorney
4. Rotate Mayor Pro-Tem
5. Rotate Finance Committee
6. Approve Resolution # 580 Administrative Fee Schedule
7. Approve Resolution #581- Building Permit Fee Schedule

Public Works Department Report

Town Clerk's Report

Council's Comments

Mayor's Comments

Attorney's Comments

Approve to Pay Bills on Behalf of the Town

Executive Session

8. Potential Litigation

Adjourn

**Town of Yacolt
Council Meeting Minutes
Monday, January 07, 2019
7:00 PM
Town Hall**

Call to Order

Mayor Myers called the meeting to order at 7:00 pm

Flag Salute

Roll Call

PRESENT

Mayor Vince Myers

Council Member Tami Bryant, Council Member Amy Boget, Council Member Herb Noble,
Public Works Director Bill Ross, Clerk Dawn Salisbury

ABSENT

Council Member Malita Moseley

Council Member Rhonda Rowe-Tice

Motion to excuse absences made by Council Member Boget, Seconded by Council Member Bryant.
Voting Yea: Council Member Bryant, Council Member Boget, Council Member Noble

Late Changes to the Agenda

None

Minutes of Previous Meeting(s)

1. Approve Minutes from previous meeting

Motion made by Council Member Bryant, Seconded by Council Member Boget.

Voting Yea: Council Member Bryant, Council Member Boget, Council Member Noble

2. Approve Public Hearing Minutes

Motion made by Council Member Boget, Seconded by Council Member Noble.

Voting Yea: Council Member Bryant, Council Member Boget, Council Member Noble

Citizen Communication

None

Old Business

None

New Business

3. Approve Resolution 579

Motion made by Council Member Bryant, Seconded by Council Member Boget.
Voting Yea: Council Member Bryant, Council Member Boget, Council Member Noble

4. Discuss Mayors meeting with Schindler

Contract good till 2022. Have to give Schindler time to fix performance errors before we can cancel contract. This will be an ongoing work in progress.

5. Audit Exit Letter

Mayor Myers thanked the clerk and assistant clerk for their hard work preparing for the audit. Audit letter was very favorable and without any findings.

6. NCLL Letter

Council authorized attorney to contact NCLL lawyer concerning Use Agreement

Public Works Department Report

All Christmas lights are down. Removed limbs from broken Maple tree. Bill to get quotes for removal of damaged tree. 125 S Spruce was given a stop work order for not obtaining a demo permit. New mower has been ordered. Public works to make Jones and Hubbard a 4 way stop and Spruce and Jones a 3 way stop.

Town Clerk's Report

Clerk Salisbury apologized for her behavior at previous meeting. Lawyer RFP complete. Received 1 application. RFP for Building Inspector is ongoing. Have received 1 application so far. December 15 last pay period for 2018. W2's will combine both payroll system totals. CenturyLink working on Yacolt's Crossings phone service. 109 W Wilson nuisance let Town know he is getting bids for fencing. Karen Grey will be coming before council to ask for a memorial bench in honor of her mother Pat Krebsler at Town Park. Ms. Krebsler was the clerk/treasurer for 21 years. Resolution 289 recognized her service.

Asked council for motion to pay Reflector bill being held as we received the missing invoices.

Motion made by Council Member Bryant, Seconded by Council Member Boget.
Voting Yea: Council Member Bryant, Council Member Boget, Council Member Noble

Council's Comments

Council Member Noble voiced concern over houses going in at end of Jones Street. Concerned with additional traffic, width of road, and pedestrian safety. Public Works to check with Clark County on road situation.

Council Member Boget suggested creating a town seal. Suggested maybe a contest to get community involved. Council Member Boget will take lead on town seal project. Council Member Boget stated Facebook page is almost complete. Concerns with comments brought forward. Review process will be put in place.

Council Member Bryant thanked staff for their hard work during the audit.

Mayor's Comments

Mayor Myers outlined guidelines for council packets. Packets will be out by 5 pm on the Wednesday before the meeting. Council Members must submit questions about packet material by 5 pm Friday evening to give staff time to research. Questions received after 5 pm Friday will be answered as soon as possible. Mayor Myers stated he was disturbed to hear a council member say they didn't have time to review the packet. Its Council Members duty and responsibility to be prepared for meetings.

Mayor Myers reiterated that the budget was estimates and the utilization of budget amendments to adjust our income or expenses as necessary.

Mayor Myers asked staff and audience for input and or assistance for an award winning tie for the annual Patriotic Tie Contest coming up in June.

Attorney's Comments

None

Approve to Pay Bills on Behalf of the Town

001 Current Expense	\$46,571.20
101 Streets	\$22,054.84
103 Cemetery	\$150.70
403 Storm Water	<u>\$1657.24</u>
	\$70,433.98

Claims: Check # 16724 - 16739	\$53,642.19
Payroll: EFT & Check #16723	\$16,791.79

Motion made by Council Member Bryant, Seconded by Council Member Noble.
Voting Yea: Council Member Bryant, Council Member Boget, Council Member Noble

Executive Session

None

Adjourn

Mayor Myers adjourned the meeting at 7:47 pm.

Vince Myers, Mayor

Dawn Salisbury, Clerk

DRAFT

**Town of Yacolt
Town Council Minutes
Monday, October 01, 2018
7:00 PM
Town Hall**

Call to Order

Mayor Myers called the meeting to order at 7:00 pm

Flag Salute

Roll Call

PRESENT

Mayor Vince Myers

Council Member Tami Bryant

Council Member Malita Moseley

Council Member Rhonda Rowe-Tice

Public Works Director Ross

Council Member Amy Boget

Council Member Herb Noble

Clerk Salisbury

Late Changes to the Agenda

Approve to switch elevator maintenance Contract Company. Moved to new business item #6.

Minutes of Previous Meeting(s)

1. Motion to approve minutes from 9-17-18

Motion made by Council Member Boget, Seconded by Council Member Bryant.

Voting Yea: Council Member Bryant, Council Member Boget, Council Member Moseley, Council Member Noble

Voting Abstaining: Council Member Rowe-Tice

Citizen Communication

None

Old Business

None

New Business

2. Approve proposed Administrative fee schedule

Motion made by Council Member Rowe-Tice, Seconded by Council Member Boget.

Voting Yea: Council Member Bryant, Council Member Boget, Council Member Moseley, Council Member Noble, Council Member Rowe-Tice

3. Approve proposed Building Permit Fee Schedule

Motion made by Council Member Boget, Seconded by Council Member Rowe-Tice.

Voting Yea: Council Member Bryant, Council Member Boget, Council Member Moseley, Council Member Noble, Council Member Rowe-Tice

4. Draft Business License Ordinance

Tabled till 10-15-18

5. Draft Business License Resolution

Tabled 10-15-18

6. Approve to switch elevator maintenance Contract Company

Motion to approve switching elevator Maintenance Company.

Motion made by Council Member Bryant, Seconded by Council Member Moseley.

Voting Yea: Council Member Bryant, Council Member Boget, Council Member Moseley, Council Member Noble, Council Member Rowe-Tice

Mayor's Comments

Mayor asked community to help us police our parks and streets to help deter street hot rodding. Confirmed date and entertainment for Christmas tree lighting. Council member Noble to spearhead the possibility of a Christmas decoration contest.

Attorney's Comments

None

Council's Comments

CTAN CEO Shawn Donaghy will be attending Nov 5th council meeting. Council member Boget announced attending AWC Regional Conference October 24th. Suggestion of newsletter and Town facebook account.

Public Works Department Report

Public Works Director thanked Council Member Noble for painting cemetery fence.

Town Clerk's Report

Town Clerk thanked Council Members Boget, Noble, and Moseley for taking care of the office while the staff was out for training. Confirmed Rendezvous Days theme for 2019 will be Life's a Circus. Sidewalk Chalk Contest will have the same theme.

Pay Bills on Behalf of the Town

Payroll – Check # 16657	\$64.17
Payroll EFT	\$23,447.77
Claims – Check # 16658 –16667	\$5,054.86
Current Expense	\$7,112.57
Streets	\$18,583.61
Cemetery	\$239.07
Stormwater	<u>\$2,631.55</u>
	\$28,566.80

Approve to pay bills on behalf of Town

Motion made by Council Member Rowe-Tice, Seconded by Council Member Noble.


Voting Yea: Council Member Bryant, Council Member Boget, Council Member Moseley, Council Member Noble, Council Member Rowe-Tice

Executive Session

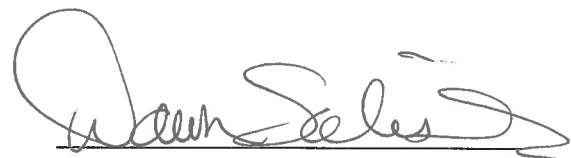
None

Adjourn

Mayor Myers adjourned meeting at 7:39 pm



Vince Myers, Mayor



Dawn Salisbury, Clerk

RESOLUTION # 580

A RESOLUTION ADOPTING AN UPDATED FEE SCHEDULE FOR ADMINISTRATION SERVICES IN THE TOWN OF YACOLT

WHEREAS: The Town Council of the Town of Yacolt, Washington is in regular session this 22nd day of January, 2019; and

WHEREAS: the Town of Yacolt, has the authority to establish fees and charges for services provided by the Town; and,

WHEREAS: The members of the Town Council have had notice of the time, place and purpose of said meeting; and

WHEREAS: it is prudent business to review fees and charges imposed by the Town; and,

WHEREAS: it is necessary to establish such fees at rates that reasonably assure recovery of the full direct and indirect costs of the time and materials expended to provide the service for which the fee is charged; and

WHEREAS: it should be understood that these fees and charges are an important part of the resources for the operation of the Town and in many cases do not cover the costs involved; and

WHEREAS: costs for administrative services have changed over the course of time since the last adoption of fees on October 5th, 2015, and

WHEREAS: it is desirable to improve the Town's ability to communicate its fees and charges to its citizens and customers through the preparation of a consolidated fee schedule; now, therefore,

BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF YACOLT, WASHINGTON, AS FOLLOWS:

The fees and charges on the attached fee schedule, Exhibit A, are adopted and made part of the Town of Yacolt Fee Schedule effective January 22nd, 2019.

ADOPTED ON THIS __22nd__ DAY OF January, 2019 IN THE TOWN OF YACOLT, WASHINGTON

Town of Yacolt

Vince Myers, Mayor

Attest:

Dawn Salisbury, Clerk

Ayes: _____

Nays: _____

Absent: _____

Abstain: _____

Effective Date: _____, 2019

DRAFT

2019 Administrative Fee Schedule

Department	Fee Type	Fee Description		Notes
City Wide	Administrative	Copy Charge per Page 8.5 X 11	\$ 0.15	
City Wide	Administrative	Copy Charge Double Sided per Side 8.5 X 11	\$ 0.15	
City Wide	Administrative	Color Copy Charge per Page 8.5 X 11	\$ 0.40	
City Wide	Administrative	Color Copy Charge Double Sided per Side 8.5 X 11	\$ 0.40	
City Wide	Administrative	Copy Charge per Page 8.5 X 14	\$ 0.25	
City Wide	Administrative	Copy Charge Double Sided per Side 8.5 X 14	\$ 0.25	
City Wide	Administrative	Color Copy Charge per Page 8.5 X 14	\$ 0.75	
City Wide	Administrative	Color Copy Charge Double Sided per Side 8.5 X 14	\$ 0.75	
City Wide	Administrative	Scanning for Electronic Transmission per Page	\$ 1.00	
City Wide	Administrative	Faxes per Page	\$ 1.00	
City Wide	Administrative	CD Rom per CD	\$ 5.00	
City Wide	Administrative	Notary: per Signature	\$ 5.00	
City Wide	Administrative	Copies Produced from Outside Sources	Actual Cost	
City Wide	Administrative	Reports/Plans	Actual Cost	
City Wide	Administrative	Mailing and Envelopes	Actual Cost	
City Wide	Administrative	NSF Checks	\$ 50.00	
Community Services	Animal License	Annual License Fee for Unaltered Dog	\$ 50.00	
Community Services	Animal License	Annual License Fee for Altered Dog	\$ 25.00	
Community Services	Animal License	Annual License Fee for Unaltered Cat	\$ 40.00	
Community Services	Animal License	Annual License Fee for Altered Cat	\$ 20.00	
Community Services	Animal License	Service Charge for Licensing Pets at Town Hall	\$ 1.50	
Community Services	Animal License	Senior Citizen License Fee 1st Altered	50% of normal fee	
Community Services	Animal License	Service Dog	\$0.00	
Community Services	Business License	Business License Initial Filing Fee	\$ 50.00	
Community Services	Business License	Business License Annual Renewal Fee	\$ 45.00	
Community Services	Business License	Business License Peddlers Fee per Day	\$ 5.00	

RESOLUTION # 581

A RESOLUTION OF THE TOWN OF YACOLT, WASHINGTON, ADOPTING A TOWN POLICY AND FEE SCHEDULE FOR THE TOWN OF YACOLT BUILDING AND PERMIT ISSUANCE AND RELATED BUILDING SERVICES.

WHEREAS: The Town Council of the Town of Yacolt, Washington is in regular session this 22nd day of January, 2019; and

WHEREAS: The members of the Town Council have had notice of the time, place and purpose of said meeting; and

NOW THEREFORE, BE IT RESOLVED, that the Town Council of the Town of Yacolt, Washington do hereby adopt the Exhibit A Building & Permit Fee Schedule as the official Fee Schedule for the Town of Yacolt Building Department.; and

BE IT FURTHER RESOLVED that the attached Fee Schedule, Exhibit A as the official fee policy for the Town of Yacolt Building Department further it be resolved that Resolution #581 shall become effective upon the date of adoption by the Town Council of Yacolt, Washington on this 21st day of January_, 2019

APPROVED this 22nd day of January, 2019

Town of Yacolt

Vince Myers, Mayor

Attest:

Dawn Salisbury, Town Clerk

Ayes: _____

Nays: _____

Absent: _____

Abstain: _____

2019 Building Department Fee Schedule

	A	B	C	D
1	Department	Fee Type	Fee Description	FEE
2	Planning And Zoning	Land Use	Permit Issuance Fee	\$ 65.00
3	Planning And Zoning	Land Use	Washington State Surcharge	\$ 6.50
4	Planning And Zoning	Land Use	Annexation - At Notice (Due at Time of Notice Of Intent)	\$ 329.00
5	Planning And Zoning	Land Use	Annexation - At Petition (Due at Time of Petition)	\$ 1,935.00
6	Planning And Zoning	Land Use	Appeals of Land Use Decision - Type I	\$ 2,671.00
7	Planning And Zoning	Land Use	Appeals of Land Use Decisions - Type II Cost Recovery (Cost plus 10%)	Minimum Fee \$2,671
8	Planning And Zoning	Land Use	Binding Site Plan Review	\$ 3,316.00
9	Planning And Zoning	Land Use	Boundary Line Adjustment (per Lot after the First 2 Lots)	\$ 223.00
10	Planning And Zoning	Land Use	Code/Planning Director's Interpretation	\$ 167.00
11	Planning And Zoning	Land Use	Comprehensive Plan and Map Amendments Subject to Annual Reviews	\$ 3,815.00
12	Planning And Zoning	Land Use	Conditional Use Permit	\$ 250.00
13		Land Use	Covenant Release	\$ 3,316.00
14	Planning And Zoning	Land Use	Critical Area Review per Critical Area for Fish and Wildlife Habitat Areas, Frequently Flooded Area, and Geologic Hazard Areas	\$ 308.00
15	Planning And Zoning	Land Use	Critical Area Review Wetland Areas	\$ 665.00
16	Planning And Zoning	Land Use	Development Agreement Cost Recovery: Minimum of \$798.00	\$798 Plus Cost Recovery
17	Planning And Zoning	Land Use	EIS Preparation Cost Recovery: Staff Time at Current Billing rate	Cost Recovery
18	Planning And Zoning	Land Use	Engineering Plan Review and Construction Inspection - in Town Review: 2% of Estimated Construction Costs of Improvements (\$500 Due at Time of Submittal)	\$500 at Time of Submittal (See Comment for Total Fee)

2019 Building Department Fee Schedule

	A	B	C	D
1	Department	Fee Type	Fee Description	FEE
19	Planning And Zoning	Land Use	Engineering Plan Review and Construction Inspection - Pass Through Options: Cost Recovery - Actual Cost of Consultant Review plus 10%: This Fee is Applicable when Applicant Chooses to Use the Town's Consultant for Civil Plan Review	See Comment
20	Planning And Zoning	Land Use	Fencing Permit	\$ 65.00
21	Planning And Zoning	Land Use	Final Site Plan	\$ 1,000.00
22	Planning And Zoning	Land Use	Final Short Plat	\$ 1,250.00
23	Planning And Zoning	Land Use	Final Subdivision	\$ 2,280.00
24	Planning And Zoning	Land Use	Grading Permits (50-100 Cubic Yards)	\$ 109.00
25	Planning And Zoning	Land Use	Grading Permits (101-1,000 Cubic Yards)	\$109 + \$9 per 100 Cubic Yards over 100 and Fraction thereof
26	Planning And Zoning	Land Use	Grading Permits (1,001 - 10,000 Cubic Yards)	\$190 plus \$17 per 100 Cubic Yards over 1,000 and Fraction thereof
27	Planning And Zoning	Land Use	Grading Permits (10,001-100,000 Cubic Yards)	\$343 + \$27 per 10,000 Cubic Yards over 10,000 and Fraction thereof
28	Planning And Zoning	Land Use	Grading Permits (100,001-200,000 Cubic Yards)	\$586 + \$32 per 10,000 Cubic Yards over 100,000 and Fraction thereof

2019 Building Department Fee Schedule

	A	B	C	D
1	Department	Fee Type	Fee Description	FEE
29	Planning And Zoning	Land Use	Grading Permits (>2000,000 Cubic Yards)	\$906 + \$32 per 10,000 Cubic Yards over 2000,000 and Fraction thereof
30			Hearings Examiner Appeal - Existing Residential and Non-residential Appeals of Code Enforcement Decisions	\$ 321.00
31	Planning And Zoning	Land Use	Home Occupation Review with Business License	\$ 56.00
32	Planning And Zoning	Land Use	Legal Lot Determination	\$ 223.00
33	Planning And Zoning	Land Use	Plat Alteration	\$ 2,671.00
34	Planning And Zoning	Land Use	Post Decision Review Type I	\$ 166.00
35	Planning And Zoning	Land Use	Post Decision Review Type II	\$ 554.00
36	Planning And Zoning	Land Use	Post Decision Review Type III	\$ 2,671.00
37	Planning And Zoning	Land Use	Pre-application Conference	\$ 350.00
38	Planning And Zoning	Land Use	Plat Recording	\$ 1,575.00
39	Planning And Zoning	Land Use	Preliminary Short Plat 2 - 9 Lots Plus \$150 Per Lot	\$ 4,325.00
40	Planning And Zoning	Land Use	Preliminary Subdivision 10-25 Lots Plus \$150 per Lot	\$ 5,603.00
41	Planning And Zoning	Land Use	Preliminary Subdivision 26-50 Lots Plus \$150 per Lot	\$ 6,087.00
42	Planning And Zoning	Land Use	Preliminary Subdivision >50 Lots (\$10,350 Maximum) Plus \$90 per Lot	\$3,815.00
43	Planning And Zoning	Land Use	Residential Plot Plan Review or Revision	\$ 58.00
44	Planning And Zoning	Land Use	Final Plat of Subdivision - Review and Recording	\$ 1,575.00
45	Planning And Zoning	Land Use	SEPA Checklist Review	\$ 650.00
46	Planning and Zoning	Land Use	Shed - Basic	\$ 65.00
47	Planning and Zoning	Land Use	Traffic Study Review Cost plus 10%	See Comment

2019 Building Department Fee Schedule

	A	B	C	D
1	Department	Fee Type	Fee Description	FEE
48	Planning And Zoning	Land Use	Road Modification Request - Per Modification	\$ 278.00
49	Planning And Zoning	Land Use	Shorelines Substantial Development Permit	\$1907.00 plus Cost of Development
50	Planning And Zoning	Land Use	Shorelines Conditional Use Permit	\$2,594 plus Cost of Development
51	Planning And Zoning	Land Use	Shorelines Variance Permit	\$2,594 plus Cost of Development
52	Planning And Zoning	Land Use	Shorelines Exemption Request	\$ 205.00
53	Planning And Zoning	Land Use	Signs: Free Standing Signs Require a Separate Building Permit	\$ 166.00
54	Planning And Zoning	Land Use	Site Plan Review Residential or Non-residential (Type I)	\$ 333.00
55	Planning And Zoning	Land Use	Site Plan Review Residential (Type II) with \$700 Minimum and \$10,000 Maximum	\$700 plus \$47 per Unit
56	Planning And Zoning	Land Use	Site Plan Review Non-residential (Type II) with \$850 Minimum and \$10,000 Maximum	\$850 plus \$0.10 sf Ground Floor plus \$0.07 sf Other Floors
57	Planning And Zoning	Land Use	Temporary Use	\$ 166.00
58	Planning And Zoning	Land Use	Variance	\$ 250.00
59	Planning And Zoning	Land Use	Variance (Land Use Fee Schedule)	\$2,642 Or 50% in Conjunction with Parent Application that Requires a Public Hearing.
60	Planning And Zoning	Land Use	Variance - Administrative	\$ 166.00
61	Planning And Zoning	Land Use	Zone Change Application Filing Fee	\$ 500.00
62	Planning And Zoning	Land Use	Zone Change (Text/Map Amendments) \$3,762 plus \$240/2.5 Acres over 2.5 Acers	See Comment

2019 Building Department Fee Schedule

	A	B	C	D
1	Department	Fee Type	Fee Description	FEE
63	Planning And Zoning	Land Use	Zoning Verification letter	\$ 162.00
64				
65	Planning And Zoning	Right Of Way	Right of Way Permit Fee 101 Feet to 1,000 Feet	\$179 plus \$0.50 per Foot over 100 Feet
66	Planning And Zoning	Right Of Way	Right of Way Permit Fee 1,001 Feet to 5,000 Feet	\$629 plus \$0.40 per Foot over 1,000 Feet
67	Planning And Zoning	Right Of Way	Right of Way Permit Fee 5,001 Feet or More	\$2,229 plus \$0.30 per Foot over 5,000 Feet
68				
69	Planning And Zoning	Building Safety Dept.	Demolition: Demolition Permit	\$ 223.00
70	Planning And Zoning	Building Safety Dept.	Moving Building Permit: Moving Permit	\$ 223.00
71	Planning And Zoning	Building Safety Dept.	Manufactured Home Setup: Placement Permits	\$ 235.00
72				
73	Planning And Zoning	Development	Pre-application Conference Fee	\$ 350.00
74	Planning And Zoning	Development	Preliminary Subdivision Plan Review Fee - \$4,325 plus \$150 for each Lot 2 - 9 Lots	\$4,325 plus \$150 per Lot
75	Planning And Zoning	Development	Preliminary Subdivision Plan Review Fee - \$5,603.00 plus \$150 for each Lot 10 - 25 Lots	\$5603.00 plus \$150 per Lot
76	Planning And Zoning	Development	Preliminary Subdivision Plan Review Fee - \$6,087.00.00 plus \$150 for each Lot 26 - 50 Lots	\$6087.00 plus \$150 per Lot
77	Planning And Zoning	Development	Engineering Plan Review & Legal Cost - Pass Through Agreement (1)	Cost plus 10%
78	Planning And Zoning	Development	Final Plat of Subdivision - Review and Recording	\$ 1,575.00
79	Planning And Zoning	Development	Planned Residential Development Plan Review And Field Inspection Fees	\$ 3,550.00

2019 Building Department Fee Schedule

	A	B	C	D
1	Department	Fee Type	Fee Description	FEE
80	Planning And Zoning	Development	Fire Department Access and Water Flow Availability Plan Review (1)	\$ 350.00
81	Planning And Zoning	Development	Archeological Project Review (1)	\$ 350.00
82	Planning And Zoning	Development	Development Agreement	\$ 750.00
83				
84	Planning And Zoning	Impact Fee	Traffic Impact Fee - New Single Family	\$ 2,700.00
85	Planning And Zoning	Impact Fee	School Impact Fee - New Single Family	\$ 5,000.00
86	Planning And Zoning	Impact Fee	School Impact Fee - New Multi-Family Per Unit	\$ 1,800.00
87	Planning And Zoning	Impact Fee	Park Impact Fee - New Single Family	\$ 2,300.00
88	Planning And Zoning	Impact Fee	Park Impact Fee- New Multi-Family per Unit	\$ 828.00
89				
90	Community Development	Building Permits	Permit Issuance Fee	\$ 65.00
91	Community Development	Building Permits	Building Plan Review: Fee is Calculated at 65% of Building Permit Fee (Due at Time of Submittal)	See Comment
92	Community Development	Building Permits	Building Permit Valuation \$1.00 to \$500	\$ 65.00
93	Community Development	Building Permits	Building Permit Valuation \$501 to \$2,000	\$65 for the First \$501 plus \$4 for each \$100 or Fraction thereof, to and Including \$2,000
94	Community Development	Building Permits	Building Permit Valuation \$2,001 to \$25,000	\$110 for the First \$2,000 plus \$16.50 for each \$1,000 or Fraction thereof, up to and Including \$25,000

2019 Building Department Fee Schedule

	A	B	C	D
1	Department	Fee Type	Fee Description	FEE
95	Community Development	Building Permits	Building Permit Valuation \$25,001 to \$50,000	\$453 for the First \$25,000 plus \$12.50 for each \$1,000 or Fraction thereof, up to and Including \$50,000
96	Community Development	Building Permits	Building Permit Valuation \$50,001 To \$100,000	\$723 for the First \$50,000 plus \$9.50 for each \$1,000 or Fraction thereof, up to and Including \$100,000
97	Community Development	Building Permits	Building Permit Valuation \$100,001 to \$500,000	\$1090 for the First \$100,000 plus \$7.50 for each \$1,000 or Fraction thereof, to and Including \$500,000
98	Community Development	Building Permits	Building Permit Valuation \$500,001 to \$1,000,000	\$3473 for the First \$500,000 plus \$4.00 for each \$1,000 or Fraction thereof, to and Including \$1,000,000
99	Community Development	Building Permits	Building Permit Valuation \$1,000,000 and Up	\$5995 for the First \$1,000,000 plus \$4 for each \$1,000 or Fraction thereof

2019 Building Department Fee Schedule

	A	B	C	D
1	Department	Fee Type	Fee Description	FEE
100	Community Development	Building Permits	Building Permit Re-Roofing or Re-siding for Single Family Residence	\$130 (Commercial Based on Valuation)
101	Community Development	Building Permits	Inspections Outside Normal Hours \$97.50 per Hour, Minimum Charge 2 Hours	Minimum Charge \$195.00
102	Community Development	Building Permits	Re-inspection Fee (After 2nd Failed Inspection) \$65 per Hour, Minimum 2 Hours	Minimum Charge \$130.00
103				
104	Community Development	Mechanical Permits	Mechanical Permit Issuance Permit Issuance Fees are Charged for all Mechanical Permits Issued, Regardless of Permit Type	\$ 65.00
105	Community Development	Building Permits	Mechanical Plan Review: Fee is Calculated at 65% of Building Permit Fee (Due at Time of Submittal)	See Comment
106	Community Development	Building Permits	Commercial Review 65% of Valuation	See Comment
107	Community Development	Building Permits	Complex Consultant Review Cost plus 10%	See Comment
108	Community Development	Mechanical Permits	for Issuing each Supplemental Permit for	\$ 14.00
109	Community Development	Mechanical Permits	Heating and Cooling: Air Conditioning	\$ 16.00
110	Community Development	Mechanical Permits	Heating and Cooling: Heat Pump	\$ 16.00
111	Community Development	Mechanical Permits	Heating and Cooling: Alteration of Existing HVAC	\$ 13.00
112	Community Development	Mechanical Permits	Heating and Cooling: Residential Boiler	\$ 37.50

2019 Building Department Fee Schedule

	A	B	C	D
1	Department	Fee Type	Fee Description	FEE
113	Community Development	Mechanical Permits	Heating and Cooling: Install/Replace Heaters	\$ 14.00
114	Community Development	Mechanical Permits	Heating and Cooling: Split Systems	\$ 14.00
115	Community Development	Mechanical Permits	Gas Water Heater	\$ 19.00
116	Community Development	Mechanical Permits	Vents for Appliances	\$ 9.00
117	Community Development	Mechanical Permits	Decorative Fireplace	\$ 25.00
118	Community Development	Mechanical Permits	Wood Stoves/Pellet Stoves	\$ 25.00
119	Community Development	Mechanical Permits	Fireplace Inserts	\$ 25.00
120	Community Development	Mechanical Permits	Environmental Exhaust and Ventilation: Kitchen Range Hood	\$ 9.00
121	Community Development	Mechanical Permits	Environmental Exhaust and Ventilation: Clothes Dryer	\$ 8.00
122	Community Development	Mechanical Permits	Environmental Exhaust and Ventilation: Exhaust Fans - Single Ducts	\$ 11.00
123	Community Development	Mechanical Permits	Environmental Exhaust and Ventilation: Exhaust Fans - Attic/Radon	\$ 11.00
124	Community Development	Mechanical Permits	Environmental Exhaust and Ventilation: Fuel Gas Piping (First Floor)	\$ 11.00
125	Community Development	Mechanical Permits	Environmental Exhaust and Ventilation: Each Additional Gas Outlet	\$ 2.00
126	Community Development	Mechanical Permits	Complex Plan Review Fee - 65% of Permit Fee	See Comment
127	Community Development	Mechanical Permits	Fire Suppression 65% of Valuation	See Comment
128	Community Development	Mechanical Permits	Unit Fee - Furnace: For the Installation or Relocation of each Forced Air or Gravity Type Furnace or Burner Including Ducts and Vents Attached to such Appliance, up to and Including 100,000 Btu/h (29.3kW)	\$ 18.00

2019 Building Department Fee Schedule

	A	B	C	D
1	Department	Fee Type	Fee Description	FEE
129	Community Development	Mechanical Permits	Unit Fee-Furnace: For the Installation or Relocation of each Forced Air or Gravity Type Furnace or Burner Including Ducts and Vents Attached to Such Appliance, over 100,000 Btu/h (29.3kW)	\$ 22.00
130	Community Development	Mechanical Permits	Ductless HVAC	\$ 17.00
131	Community Development	Mechanical Permits	Relocation of each Floor Furnace, Including	\$ 18.00
132	Community Development	Mechanical Permits	Unit Fee-Furnace: For the Installation or Relocation of each Suspended Heater, Recessed Wall Heater, or Floor Mounted Unit Heater	\$ 18.00
133	Community Development	Mechanical Permits	Unit Fee-Appliance Vents: For the Installation, Relocation, or Replacement of each Appliance Vent Installed and not Included in an Appliance Permit	\$ 11.00
134	Community Development	Mechanical Permits	Unit Fee-Repairs and Additions: For the Repair, Alteration, or Addition of each Heating Appliance, Refrigeration Unit, Cooling Unit, Absorption Unit, or each Heating, Cooling, Absorption, or Evaporative Cooling System, Including Installation of Controls Regulated by the Mechanical Code	\$ 17.00

2019 Building Department Fee Schedule

	A	B	C	D
1	Department	Fee Type	Fee Description	FEE
135	Community Development	Mechanical Permits	Unit Fee-Boilers, Compressors, and Absorption Systems: For the Installation or Relocation of each Boiler or Compressor to and Including 3 Horsepower (10.6kW) or each Absorption System to and Including 100,000 Btu/h (29.3kW)	\$ 18.00
136	Community Development	Mechanical Permits	Unit Fee-Boilers, Compressors, and Absorption Systems: For the Installation or Relocation of each Boiler or Compressor over 3 Horsepower (10.6kW) to and Including 15 horsepower (52.7kW) or each Absorption System to and Including 100,000 Btu/h (29.3kW) to and Including 500,000 Btu/h(146.6kW)	\$ 31.00
137	Community Development	Mechanical Permits	Unit Fee-Boilers, Compressors, and Absorption Systems: For the Installation or Relocation of each Boiler or Compressor over 15 Horsepower (52.7kW) to and Including 30 Horsepower (105.5kW) or each Absorption System over 500,00Btu/h (146.6kW) to and Including 1,000,000 Btu/h	\$ 43.00
138	Community Development	Mechanical Permits	Unit Fee-Boilers, Compressors, and Absorption Systems: For The Installation or Relocation of each Boiler or Compressor over 30 Horsepower (105.5kW) to and Including 50 Horsepower (176kW) or each Absorption System over 1,000,000Btu/h (293.1kW) to and Including 1,750,000 Btu/h (512.9kW)	\$ 63.00

2019 Building Department Fee Schedule

	A	B	C	D
1	Department	Fee Type	Fee Description	FEE
139	Community Development	Mechanical Permits	Unit Fee-Boilers, Compressors, and Absorption Systems: For The Installation or Relocation of each Boiler or Compressor over 50 horsepower (176kW) or Each Absorption System Over 1,750,000 Btu/h (512.9kW)	\$ 103.00
140	Community Development	Mechanical Permits	Unit Fee-Air Handlers: For each Air Handling Unit to and Including 10,000 Cubic Feet per Minute (cfm) (4,719 L/s) Including Ducts Attached thereto	\$ 14.00
141	Community Development	Mechanical Permits	Unit Fee-Air Handlers: For each Unit over 10,000 cfm (4,719 L/s)	\$ 22.00
142	Community Development	Mechanical Permits	Unit Fee-Evaporative Coolers: For each Evaporative Cooler other than Portable Type	\$ 14.00
143	Community Development	Mechanical Permits	Unit Fee-Ventilation and Exhaust: For each Ventilation Fan Connected to a Single Duct	\$ 11.00
144	Community Development	Mechanical Permits	Unit Fee-Ventilation and Exhaust: For each Ventilation System which is not a Portion of any Heating or Cooling System Authorized by a Permit	\$ 14.00
145				
146	Community Development	Plumbing Permits	Plumbing Permit Issuance: Permit Issuance Fees are Charged for all Plumbing Permits Issued, Regardless of Permit Type	\$ 65.00
147	Community Development	Building Permits	Plumbing Plan Review: Fee is Calculated at 65% of Building Permit Fee (Due at Time of Submittal)	See Comment

2019 Building Department Fee Schedule

	A	B	C	D
1	Department	Fee Type	Fee Description	FEE
148	Community Development	Plumbing Permits	Unit Fee-Fixtures and Vents: For each Plumbing Fixture or Trap or Set of Fixtures on One Trap (Including Water, Drainage Piping, and Backflow Prevention thereof)	\$ 25.00
149	Community Development	Plumbing Permits	Unit Fee-Fixtures and Vents: For Repair or Alteration of Drainage or Vent Piping (each Fixture)	\$ 25.00
150	Community Development	Plumbing Permits	Unit Fee-Sewers, Disposal Systems, and Interceptors: For each Private Sewage Disposal System	\$ 84.00
151	Community Development	Plumbing Permits	Unit Fee-Sewers, Disposal Systems, and Interceptors: For each Individual Waste Pretreatment Interceptor, Including its Trap and Vent, Excepting Kitchen Type Grease Interceptors Functioning as Fixture Traps	\$ 28.00
152	Community Development	Plumbing Permits	Unit Fee-Sewers, Deposal Systems, and Interceptors: Rain Water Systems - per Drain (Inside Building)	\$ 13.00
153	Community Development	Plumbing Permits	Unit Fee-Water Piping and Water Heaters: For Installation, Alteration, or Repair of Water Piping or Water-Treatment Equipment or Both (each)	\$ 11.00
154	Community Development	Plumbing Permits	Unit Fee - Water Piping and Water Heaters: For each Water Heater Including Vents - For Vents only See Mechanical Permit Fees	\$ 15.00
155	Community Development	Plumbing Permits	Unit Fee - Water Piping and Water Heaters: Installation or Replacement of Water Supply Line	\$ 28.00

2019 Building Department Fee Schedule

	A	B	C	D
1	Department	Fee Type	Fee Description	FEE
156	Community Development	Plumbing Permits	Unit Fee - Gas Piping Systems: For each Gas Piping System of One To Five Outlets. For each Additional Outlet over Five: \$4.00 each	\$ 10.00
157	Community Development	Plumbing Permits	Unit Fee-Lawn sprinklers, Vacuum Breakers, and Backflow Prevention Devices: For each Lawn Sprinkler System on any One Meter, Including Backflow Prevention Devices thereof	\$ 25.00
158	Community Development	Plumbing Permits	Unit Fee - Lawn Sprinklers, Vacuum Breakers, and Backflow Prevention Devices: For Atmospheric-Type Vacuum Breakers or Backflow Prevention Devices - 1 To 5 Devices	\$ 25.00
159	Community Development	Plumbing Permits	Unit Fee - Lawn Sprinklers, Vacuum Breakers, and Backflow Prevention Devices: For Atmospheric-Type Vacuum Breakers or Backflow Prevention Devices - over 5 Devices (each)	\$ 5.00
160	Community Development	Plumbing Permits	Unit Fee - Lawn Sprinklers, Vacuum Beakers, and Backflow Protection Devices: For each Backflow Prevention Device other than Atmospheric-Type Vacuum Breakers - 2 Inches (50.8 mm) and Smaller	\$ 16.00
161	Community Development	Plumbing Permits	Unit Fee - Lawn Sprinklers, Vacuum Beakers, and Backflow Protection Devices: For each Backflow Prevention Device other than Atmospheric-Type Vacuum Breaker - over 2 Inches (50.8 mm)	\$ 28.00

2019 Building Department Fee Schedule

	A	B	C	D
1	Department	Fee Type	Fee Description	FEE
162	Community Development	Plumbing Permits	Unit Fee - Swimming Pools: Public Pool	\$ 103.00
163	Community Development	Plumbing Permits	Unit Fee - Swimming Pools: Public Spa	\$ 69.00
164	Community Development	Plumbing Permits	Unit Fee - Swimming Pools: Private Pool	\$ 69.00
165	Community Development	Plumbing Permits	Unit Fee - Swimming Pools: Private Spa	\$ 35.00
166	Community Development	Plumbing Permits	Unit Fee - Private Disposal per Unit	\$ 80.00
167	Community Development	Plumbing Permits	Unit Fee Industrial Disposal per Unit	\$ 24.00
168	Community Development	Plumbing Permits	Inspections Outside Normal Hours: \$97.50 per Hour, Minimum Charge 2 Hours	Minimum \$195.00
169	Community Development	Plumbing Permits	Reinspection Fees: \$65.00 Charged per Hour, Minimum Charge 1 Hour	Minimum \$65.00
170	Community Development	Plumbing Permits	Inspections: \$65.00 Charged per Hour for which No Fee is Specifically Indicated, 1 Hour Minimum Charge	Minimum \$65.00
171	Community Development	Plumbing Permits	Additional Plan Review: \$65.00 Charged per Hour Required by Changes, Additions or Revision of Plans - Minimum Charge 1 Hour	Minimum \$65.00
172	Community Development	Plumbing Permits	Plumbing Consultations or other Specialized Plumbing Plan Review by Consultant: Actual Cost of Consultant Review, as Invoiced. This	Cost plus 10% of Total Invoice Charged from
173	Community Development	Plumbing Permits	Plumbing Plan Check Fee: Separate Plumbing Plan Review Fee is Calculated At 65% of Plumbing Permit Fee (Due at Time of Submittal)	Plumbing Permit Fees are Calculated per Adopted Fee Schedule
174	Community Development	Plumbing Permits	New 1 & 2 Family Dwelling: SFR (1) Bathroom	\$ 400.00

2019 Building Department Fee Schedule

	A	B	C	D
1	Department	Fee Type	Fee Description	FEE
175	Community Development	Building Permits	New 1 & 2 Family Dwelling: SFR (2) Bathrooms	\$ 500.00
176	Community Development	Plumbing Permits	New 1 & 2 Family Dwelling: SFR (3) Bathrooms	\$ 580.00
177	Community Development	Plumbing Permits	New 1 & 2 Family Dwelling: Each Additional Bathrooms	\$ 100.00
178	Community Development	Plumbing Permits	New 1 & 2 Family Dwelling: Each Additional Kitchen	\$ 100.00
179	Community Development	Plumbing Permits	Site Utilities: Rain Drain Qty 100 (\$0.25/ft. over)	\$ 25.00
180	Community Development	Plumbing Permits	Site Utilities: Storm Drain Qty 100 (\$0.25/ft. over)	\$ 25.00
181	Community Development	Plumbing Permits	Site Utilities: Footing Drain Qty 100 (\$0.25/ft. over)	\$ 25.00
182	Community Development	Plumbing Permits	Site Utilities: Water Service Qty 100 (\$0.25/ft. over)	\$ 25.00
183	Community Development	Plumbing Permits	Site Utilities: Manufactured Home	\$ 80.00
184	Community Development	Plumbing Permits	Fixture or other Items: Backflow Preventer	\$ 25.00
185	Community Development	Plumbing Permits	Fixture or other Items: Backwater Valve	\$ 25.00
186	Community Development	Plumbing Permits	Fixture or other Items: Clothes Washer	\$ 25.00
187	Community Development	Plumbing Permits	Fixture or other Items: Water Heater	\$ 25.00
188	Community Development	Plumbing Permits	Fixture or other Items: Dishwasher	\$ 25.00
189	Community Development	Plumbing Permits	Fixture or other Items: Drinking Fountain	\$ 25.00
190	Community Development	Plumbing Permits	Fixture or other Items: Ejector Pump	\$ 25.00
191	Community Development	Plumbing Permits	Fixture or other Items: Expansion Tank	\$ 25.00
192	Community Development	Plumbing Permits	Fixture or other Items: Fixture / Sewer Cap	\$ 25.00
193	Community Development	Plumbing Permits	Fixture or other Items: Floor Drain / Floor Sink	\$ 25.00
194	Community Development	Plumbing Permits	Fixture or other Items: Garbage Disposal	\$ 25.00
195	Community Development	Plumbing Permits	Fixture or other Items: Each Hose Bib	\$ 25.00
196	Community Development	Plumbing Permits	Fixture or other Items: Ice Maker	\$ 25.00

2019 Building Department Fee Schedule

	A	B	C	D
1	Department	Fee Type	Fee Description	FEE
197	Community Development	Plumbing Permits	Fixture or other Items: Grease Interceptor Trap	\$ 25.00
198	Community Development	Plumbing Permits	Fixture or other Items: Roof Drain	\$ 25.00
199	Community Development	Plumbing Permits	Fixture or other Items: Sink / Lavatory / Basin	\$ 25.00
200	Community Development	Plumbing Permits	Fixture or other Items: Tub / Shower	\$ 25.00
201	Community Development	Plumbing Permits	Fixture or other Items: Urinal	\$ 25.00
202	Community Development	Plumbing Permits	Fixture or other Items: Water Closet	\$ 25.00
203	Community Development	Plumbing Permits	Fixture or other Items: other Plumbing Items	\$ 25.00