

City of Kenmore



City of Kenmore - 18120 68th Avenue NE - P.O. Box 82607, Kenmore, WA 98028
Phone: 425-398-8900 - Fax: 425-481-3236 - E-mail: cityhall@kenmorewa.gov

City of Kenmore
City Council Special Meeting
6:30 p.m., Tuesday, November 12, 2013
City Council Regular Meeting
7:00 p.m., Tuesday, November 12, 2013
Kenmore City Hall, Council Chambers
18120 68th Ave. NE, Kenmore, WA 98028

If you have any questions or to confirm agenda items prior to the meeting, or if you require special accommodations, please call the City Clerk at 425-398-8900. You may also stop by City Hall at 18120 68th Avenue NE, Kenmore. City Council agendas are also available on our website at www.kenmorewa.gov.

- I. 6:30 p.m. - CALL SPECIAL MEETING TO ORDER**
- II. EXECUTIVE SESSION**
Pursuant to RCW 42.30.110(1)(i), Litigation and Potential Litigation
- III. POSSIBLE ACTION RELATING TO EXECUTIVE SESSION**
- IV. ADJOURN SPECIAL MEETING**
- V. 7:00 p.m. - CALL REGULAR MEETING TO ORDER**
- VI. ROLL CALL**
- VII. FLAG SALUTE**
- VIII. AGENDA APPROVAL**
- IX. CITIZEN COMMENTS**

This is an opportunity to express your views on issues that are important to you and to the community. Please limit your comments to three (3) minutes.

X. CONSENT AGENDA

- A. Approve Check Nos. 28843 - 28935 in the Amount of \$420,795.00 and Electronically Transferred Payroll Funds Totaling \$65,468.16 for the Period Ending October 25, 2013

XI. PUBLIC HEARING

- A. Public Hearing to Receive Public Testimony on Revenue Sources and Proposed Tax Levy for 2014, Ordinance No. 13-0365 - Joanne Gregory, Finance & Administration Director

XII. BUSINESS AGENDA

- A. Adopt 2014 Fee Schedule, Resolution No. 13-227 - Bryan Hampson, Development Services Director

XIII. STAFF REPORTS

- A. Lean Project Update - Bryan Hampson, Development Services Director
- B. Traffic Calming Update - Rob Karlinsey, City Manager

XIV. COUNCILMEMBER REPORTS & COMMENTS

XV. COUNCILMEMBER INITIATIVES

XVI. ADJOURNMENT

Upcoming Meetings:

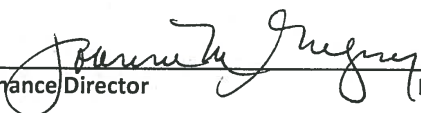
Monday, November 18, 2013	City Council Regular Meeting	7:00 p.m.
Tuesday, November 19, 2013	Planning Commission Regular Meeting	7:00 p.m.
Monday, November 25, 2013	City Council Regular Meeting	7:00 p.m.

City of Kenmore Voucher Certification and Approval

I, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the following claims, paid by checks 28843-28935 which total \$420,795.00 and electronically transferred payroll funds totalling \$65,468.16 are just, due and unpaid obligations against the City of Kenmore/King County/Washington, and that I am authorized to authenticate and certify to said claims.


10/29/13

 City Manager Date


10/29/13

 Finance Director Date

Check #	Vendor Name	Description	Check Amount
28843	PHAM, NY THI	SR522 West A Easement Parcel #88	5,500.00
28844	NATIONWIDE FINANCIAL 401a	Social Security Replacement Plan	9,375.83
28845	NATIONWIDE RETIREMENT SOLUTIONS 457	Deferred Comp Payroll Deduction	200.00
28846	ICMA RETIREMENT TRUST 457 - 304745	Deferred Comp Payroll Deduction	2,594.83
28847	DRS 457	Deferred Comp Payroll Deduction	1,783.33
28848	AFLAC	Flexible Spending Medical Plans	458.90
28849	CITY OF KENMORE FS	Flexible Spending Medical Plans	253.08
28850	BANK OF AMERICA 941	Payroll Taxes	14,589.61
28851	DEPARTMENT OF RETIREMENT SYSTEMS	WA State Retirement	12,433.35
28852	NATIONAL LIFE OF VERMONT	Life Insurance	234.89
28853	AMERICAN GENERAL	Life Insurance	530.79
28854	STATE OF FLORIDA DISBURSEMENT UNIT	Payroll Deduction	275.00
28855	DEPARTMENT OF LABOR AND INDUSTRIES	Worker's Compensation	2,745.05
28856	UNITED WAY OF KING COUNTY	Employee Charitable Contribution	274.00
28857	AWC EMPLOYEE BENEFITS	Employee Health Insurance	38,929.76
28858	UNITED STATES POSTMASTER	Postage/ Business Mtgs Postcard Mailing	101.44
28859	BAKER, DAVID	10/9-10/21 Expense Reimbursement	440.24
28860	BANNER BANK	Supplies, Parking, Artwork Hardware	859.58
28861	BANNER BANK	Supplies, Amazon Web Server, Lodging	635.63
28862	CENTER FOR HUMAN SERVICES	Qtr 3 13-C1119 Family Support Program	5,000.00
28863	CENTER FOR HUMAN SERVICES	Qtr 3 13-C1118 Clinical Programs	1,250.00
28864	CITY OF BELLEVUE	Qtr 3 Pooled Human Services Programs	13,763.00
28865	CITY OF LAKE FOREST PARK	Sept Public Works Services	68,867.86
28866	CITY OF SHORELINE	6/27-9/30/13 Jail Van Usage	460.81
28867	DAILY JOURNAL OF COMMERCE	Request for Qualifications West A & B	115.50
28868	FERGUSON ENTERPRISES INC #1539	Surface Water Supplies	150.58

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28869	FIRST AMERICAN TITLE	SR522 West ROW Parcels 79 & 94	185.50
28870	FRUHLING SAND & TOPSOIL	Volunteer Event Cleanup & Brush Disposal	60.00
28871	H.W. LOCHNER, INC.	SR522 West A Design/ROW & Grant Appl.	112,667.38
28872	HOPELINK	Qtr 3 Human Services Programs	11,437.50
28873	KING COUNTY FINANCE	3rd Qtr Mental Hlth/Chem. Abuse Pymt	944.83
28874	KING COUNTY FINANCE	Aug. Adult/ Juvenile Detention - CWP	6,020.00
28875	KING COUNTY OFFICE OF FINANCE	Sept. Public Defense Indigency Screening	926.19
28876	KING COUNTY SHERIFF	Sept. Police School Dist. Overtime	4,693.27
28877	MEEHAN, NANCY	Mileage Reimbursement	46.33
28878	NORTHSHORE FIRE DEPT	Sept. Fire Marshal Review	840.00
28879	NORTHSHORE UTILITY DIST	Side Sewer Permit/ Boat Launch Restroom	7,250.00
28880	NORTHSHORE UTILITY DIST	Wtr Svc Agreement Boat Launch Restroom	5,300.00
28881	NORTHSHORE YOUTH & FAMILY SERVICES	Qtr 3 Human Svcs Program 13-C1128	6,250.00
28882	PEOPLES STORAGE	Nov. Storage Unit Rent #C304	184.00
28883	PUGET SOUND ENERGY	9/13-10/11 Street/Traffic Lights/Electricity	1,124.74
28884	PUGET SOUND ENERGY	61st 181st Power Disconnect/ Reconnect	429.00
28885	CEMEX	Asphalt Material	76.65
28886	SEATTLE TIMES	Legal Ads - September	1,280.02
28887	STATE AUDITOR'S OFFICE	Sept. Charges for 2011-2012 Audit	8,200.70
28888	TOTAL LANDSCAPE CORP	Parks & City Hall Landscaping	5,002.61
28889	VIBRANT PLANTS INC	Plants/ Facility Landscaping	254.42
28890	WASHINGTON STATE OFFICE CASH MGMT	Qtr 1, 2 & 3 2013 State Bldg Permit Fees	843.00
28891	WONDERLAND DEVELOPMENT	Qtr 3 2013 Human Svcs Program 13-C1129	2,250.00
28892	SEES TREES AND EXCAVATION INC	Take Down Unstable/ Vandalized Tree	525.60
28893	DAY WIRELESS SYSTEMS	Equipment Calibration	76.44
28894	AA ASPHALTING, INC	Sidewalk Repairs	2,409.00
28895	MAIL FINANCE	11/14-12/13 Postage Machine Lease	250.76
28896	KONICA MINOLTA BUSINESS SOLUTIONS	Sept Business Incubator Copier Lease/Chgs	217.73
28897	BANNER BANK CS	Staff Meeting - Training Expenses	100.78
28898	VOID	VOID	-
28899	BANNER BANK DB	Subscription	24.00
28900	BANNER BANK NO	Travel Exp, Registration, Incubator Expense	485.80
28901	OUSLEY, NANCY	10/2-10/3 Exp. Reimbursement	120.00
28902	QUALITY BUSINESS SYSTEMS	Copy Chgs 2nd Floor Xerox 7/12-10/12	526.36
28903	BANNER BANK JG	Training, Registration, Computers	3,141.46
28904	TOPIA TECHNOLOGY/ BIS	Oct. Web Hosting/Consulting/Design/Mgr	12,222.50
28905	BANNER BANK KENMORE	Registration, Lodging, Supplies	3,124.11
28906	EVER-MARK, LLC	City Logo Tote Bags	1,165.88
28907	A+ CONFERENCING	Conference Call 10/9/13	26.04
28908	JACOBS ENGINEERING GROUP	9/27 Samm River Bridge Invoice Corrector	50.00
28909	SHRED-IT	10/15/13 Shredding Service	49.50
28910	ALCALDE & FAY	9/15-10/15 Gov't. Affairs Consulting	5,014.26
28911	ZUMAR	Pedestrian Crossing Flags	1,165.44
28912	COASTAL WEAR PRODUCTS INC	Gutter Broom Brushes for Street Sweeper	1,356.71
28913	HERO HOUSE	Qtr 3 Human Svcs Program	350.00
28914	TOWNE CENTRE HARDWARE	Parks & Facilities Supplies	204.45
28915	INTEGRA TELECOM	City Hall Phone Svc 10/8-11/7/13	791.51
28916	AM TEST, INC	Swamp Creek Sampling	200.00
28917	SUSSMAN/PREJZA & CO, INC	Sept. Wayfinding/Signage Services	2,200.00

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28918	PAWS		Sept. Animal Sheltering Service	1,155.00
28919	INDEPENDENT STATIONERS		Office Supplies	120.40
28920	BANNER BANK	BH	Supplies	14.94
28921	ACTIVE SHOOTER TRAINING LLC		Police Training	140.20
28922	MILLER STEPHENS, MARY		Sept. 2013 Public Defense Svcs	1,250.00
28923	BANNER BANK	VAN NESS	Lodging, Business Exp, Registration	791.56
28924	BANNER BANK	BAKER	Transportation, Lodging, Meals	1,256.10
28925	BANNER BANK	ROGERS	Lodging, Transportation, Bus. Expenses	1,062.35
28926	VOID		VOID	-
28927	BANNER BANK	PS	Speaker Timer for Council Chambers	426.45
28928	WAGE WORKS		Sept. Administrative Fee	50.00
28929	KENMORE COMMERCIAL LLC		Nov. Business Incubator Bldg. Rent	2,856.00
28930	INNOVAC		Vactor Services	1,788.34
28931	ECONOMIC DEV COUNCIL OF SEATTLE/KC		2013 Svc Contracts IPZ 13-C119	10,000.00
28932	PACIFIC NORTHWEST WATERWAYS ASSOC		2013 Convention Registration	360.00
28933	CITY OF KENT		Share1App Services	500.00
28934	TRANE U.S. INC.		HVAC Repairs	2,098.63
28935	Joyce Ziker Parkinson		Sept. Svcs - Lk WA/ Former Shell/ Ken. Vill.	3,037.50
10/18/13	PAYROLL		Direct Deposit	65,468.16
				\$ 486,263.16

2013	PRIOR VENDOR ACTIVITY	TOTAL	FOR 2013
	A. GAUL CULLEY		985.50
	A+ CONFERENCING		350.88
	AA ASPHALTING, INC		8,882.64
	AA PARTY RENTALS		1,252.68
	AAA PRINTING		192.10
	ACF WEST INC		394.20
	ACTION ENTERTAINMENT		395.00
	ACTIVE SHOOTER TRAINING LLC		800.00
	ADVANCE TESTING & SERVICE INC		540.00
	AFLAC		4,130.10
	AL KING, PE		711.75
	ALCALDE & FAY		45,408.73
	ALLIED WASTE SERVICES #172		1,682.74
	ALLPLAY SYSTEMS LLC		91.98
	ALPHAGRAPHICS US718		846.06
	AM TEST, INC		1,775.00
	AMERICAN GENERAL		4,777.11
	AMERICAN PLANNING ASSOCIATION		1,990.00
	AMERICAN PUBLIC WORKS ASSOCIATION		1,115.67
	ANCHOR QEA, LLC		91,508.81
	ARC - PACIFIC NORTHWEST		508.31
	ARTS OF KENMORE		740.00
	ASP, ANGELA		420.00
	ASSOCIATED BOAT TRANSPORT		1,440.00
	ASSOCIATED UNDERWATER SERVICES, INC		6,652.13
	ASSOCIATION OF WA CITIES		15,549.34
	AT HOME ARTIST MANAGEMENT, INC.		1,750.00
	AURORA RENTS		3,349.59
	AWC EMPLOYEE BENEFITS		345,022.80
	BADGLEY'S LANDSCAPE LLC		2,491.13
	BAKER, DAVID		2,604.22
	BANANA ENTERPRISES, INC.		8,200.00
	BANK OF AMERICA 941		275,963.21
	BANNER BANK		309.07
	BANNER BANK BAKER		8,842.99
	BANNER BANK BH		4,409.16
	BANNER BANK CS		6,107.88
	BANNER BANK DB		912.64
	BANNER BANK JG		6,903.62
	BANNER BANK JGORDON		10,844.05
	BANNER BANK KENMORE		21,748.10
	BANNER BANK LD		2,906.43
	BANNER BANK NO		8,123.78
	BANNER BANK PS		2,003.75
	BANNER BANK ROGERS		5,180.25
	BANNER BANK VAN NESS		4,552.09

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BARCLAY DEAN	711.75
BASTYR UNIVERSITY	50,899.35
BEARCOM	70.08
BEEGEE TOLPA	700.00
BENT, DEBORAH A	26.00
BERK & ASSOCIATES	21,403.53
BINW	16,528.79
BIS	175.00
BLACKBAUD	5,204.11
BLACKLINE, INC.	43,615.60
BONOMI, ANGELO	545.04
BOOGIE BROWN PRODUCTIONS, INC.	2,000.00
BOTELHO, PAULA	1,850.00
BRABEC, MARY	3,500.00
BRIEN, GAYLYNN	325.00
BROWN, ANDY	250.00
BUENA VISTA SERVICES, INC.	3,465.00
BULGER SAFE & LOCK, INC.	245.94
C. ANDERSON & CO.	930.75
CALPORTLAND COMPANY	190.80
CANTEEN REFRESHMENT SERVICES	2,026.72
CAPITAL ONE COMMERCIAL/ COSTCO	325.31
CARLSON, THOMAS G.	100.00
CASCADE PEST CONTROL	1,281.15
CEMEX	2,652.51
CENTER FOR HUMAN SERVICES	12,500.00
CHAMPION COURIER	51.53
CHICAGO TITLE	15,000.00
CHIEF LAW ENFORCEMENT SUPPLY	188.21
CITY OF BELLEVUE	125,827.30
CITY OF KENMORE	210.58
CITY OF KENMORE FS	5,061.60
CITY OF LAKE FOREST PARK	556,785.16
CITY OF SHORELINE	1,614.47
CITYWORKS/ AZTECA SYSTEMS INC.	15,620.00
CLARITY SIGNS	5,635.32
CLOWNS UNLIMITED, INC.	2,805.30
COASTWIDE LABORATORIES	8,664.24
CODE PUBLISHING COMPANY	3,754.90
COLUMBIA RIDGE LANDFILL	4,465.42
COMCAST	2,242.80
CONNELLY, MARC	48.14
CONSOLIDATED PRESS	6,659.21
CONTOUR FENCE CO. INC.	2,011.52
CORNERSTONE ROOFING	101.32
CROWN PRODUCTS LLC	1,216.98
CSAT, LLC	500.00
CUES	12,537.75
CULLEY, AMBERLY	1,000.00
CURTIS, DR. MILTON	322.24

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DAILY JOURNAL OF COMMERCE	1,141.90
DANSOUND INC	5,913.00
DAY WIRELESS SYSTEMS	1,295.94
DEPARTMENT OF ECOLOGY	5,540.78
DEPARTMENT OF LABOR AND INDUSTRIES	26,604.14
DEPARTMENT OF LICENSING	52.00
DEPARTMENT OF RETIREMENT SYSTEMS	216,892.25
DIGITAL REPROGRAPHICS SERVICES INC.	452.58
DRS 457	33,838.69
DUGAN, GERALD & GAIL	1,650.00
DURRANT, JEFF	855.58
EARTHCORPS	9,706.47
EASTSIDE TRANSP PARTNERSHIP	200.00
EFFICIENCY INC	987.69
EJ USA, INC.	1,549.96
EMERGENCY SERVICE COORDINATING AGCY	49,476.00
EMIL'S CONCRETE CONSTRUCTION CO.	2,589.68
ENTERPRISE SEATTLE	5,000.00
ENTERTAINMENT FIREWORKS INC	17,000.00
ENVIRONMENTAL SYSTEMS RESEARCH INST	4,779.00
ESA ADOLFSON	1,815.00
EVERGREEN HEALTH	25.00
EVERGREEN PRINT SOLUTIONS	754.02
EVERGREEN SAFETY COUNCIL	175.00
FASTSIGNS	1,051.38
FAZZARI MARKETING	244.85
FERGUSON ENTERPRISES INC #1539	1,253.23
FINANCIAL CONSULTANTS INT'L INC	206.72
FIRE PROTECTION, INC	3,083.54
FIRST AMERICAN TITLE	8,957.10
FOLK, BRADFORD LEE	1,750.00
FOUR PARK AVENUE	363.07
FRAUSE	27,954.98
FRONTIER	37,610.31
FRUHLING SAND & TOPSOIL	1,279.50
G & H PRINTING	71.45
GAMETIME	5,779.30
GARMIRE IRON WORKS, INC.	6,958.73
GEODESIGN INC.	2,816.80
GEOENGINEERS INC	7,495.75
GLACIER PEAK CONSTRUCTION LLC	29,055.04
GOODSELL POWER EQUIPMENT #2 INC.	98.43
GORDON THOMAS HONEYWELL	32,682.60
GORDON, JENNIFER	174.02
GOVERNMENT FINANCE OFFICERS ASSOC	190.00
GRAINGER	60.07
GRAY & OSBORNE, INC	18,468.81
GREATER BOTHELL CHAMBER OF COMMERCE	595.00
GREGORY, JOANNE	806.65
H.W. LOCHNER, INC.	234,746.73
HAMBLETON RESOURCES, INC.	10,500.00

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HAMPSON, BRYAN	3,694.29
HANDY ANDY RENT-A-TOOL INC	134.40
HARBOR HISTORY MUSEUM	400.00
HARRIS & SMITH PUBLIC AFFAIRS	14,771.17
HARRIS COMPUTER SYSTEMS	6,832.20
HEBERT RESEARCH, INC.	8,788.00
HERO HOUSE	700.00
HOME DEPOT CREDIT SERVICES	2,324.99
HONEY BUCKET	881.13
HOPELINK	22,875.00
HORIZON DISTRIBUTORS INC	512.45
HO'S PLUMBING COMPANY	33.34
HOVDE, RICHARD	106.21
HP'S SMOKEHOUSE BBQ	187.00
HWA GEOSCIENCES INC.	5,934.41
ICMA RETIREMENT TRUST 457 - 304745	51,753.52
iCOMPASS TECHNOLOGIES, INC.	8,120.00
INDEPENDENT STATIONERS	1,697.36
INGALLINAS BOX LUNCH	223.01
INNOVAC	29,612.24
INSLEE, BEST, DOEZIE & RYDER, P.S.	279,417.48
INTEGRA TELECOM	7,096.18
INTERNATIONAL CITY/CNTY MGMT ASSOC	2,285.02
INTERNATIONAL INST OF MUNI CLERKS	185.00
iWORQ SYSTEMS	1,000.00
JACOBS ENGINEERING GROUP	9,944.44
JAYMARC - AV	260.07
JBS INSTRUMENTS	1,052.00
JET CITY PRINTING	1,776.54
JOYCE ZIKER PARKINSON	59,809.82
JRW ENTERPRISES	2,250.23
JSH PROPERTIES, INC.	22,448.99
KARLINSEY, ROB	7,826.60
KAUBOY PRODUCTIONS LLC	550.00
KBA INC.	112,831.49
KCDA PURCHASING COOP	2,298.13
KEATING, BUCKLIN & MCCORMACK	1,504.75
KEEP POSTED INC	246.00
KENMORE AIR	337.50
KENMORE CAMERA	250.00
KENMORE COMMERCIAL LLC	25,704.00
KENMORE ELEMENTARY PTA	4,000.00
KENMORE SENIOR CENTER	5,500.00
KING COUNTY ANIMAL SVCS	4,905.00
KING COUNTY DISTRICT COURT	46,337.00
KING COUNTY FINANCE	533,676.03
KING COUNTY FINANCE W.L.R.D.	51,550.62
KING COUNTY MUNICIPAL CLERKS ASSOC	25.00
KING COUNTY OFFICE OF FINANCE	9,343.62
KING COUNTY RADIO COMM SERVICES	762.51
KING COUNTY RECORDER'S OFFICE	653.00

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KING COUNTY SHERIFF	2,342,504.84
KING COUNTY SHERIFF'S OFFICE	21,428.41
KING COUNTY SUPERIOR COURT CLERK	11,000.00
KING COUNTY TREASURY	37,566.63
KING COUNTY UTILITY COORDINATION CO	40.00
KING CTY DEPT OF PERMITTING/ENVIRON.	9.38
KONICA MINOLTA BUSINESS SOLUTIONS	3,862.54
KUSTOM SIGNALS, INC.	2,111.17
KVO INDUSTRIES, INC	365.00
LAMB, BARBARA	2,000.00
LIGHTHOUSE CONSULTING INC	38,829.18
LIGHTING GROUP NORTHWEST	3,095.13
LOU'S GLOVES, INC.	89.00
LOWE SABRA	250.00
MACLEOD RECKORD	7,529.00
MAIL FINANCE	2,507.60
MEEHAN, NANCY	135.83
MILLER STEPHENS, MARY	10,000.00
MINZGHOR, NICHOLAS	740.26
MOBILE ELECTRICAL DISTRIBUTORS INC	20.53
MOBILE MINI, INC.	961.92
MORGAN SOUND INC	1,888.88
MR. T'S TROPHIES	442.66
NATIONAL BARRICADE CO	689.85
NATIONAL BUSINESS INCUBATION ASSOC.	525.00
NATIONAL CITIZEN SURVEY	9,025.00
NATIONAL IMPRINT CORPORATION	292.30
NATIONAL LEAGUE OF CITIES	3,038.00
NATIONAL LIFE OF VERMONT	2,114.01
NATIONWIDE FINANCIAL 401a	204,064.95
NATIONWIDE RETIREMENT SOLUTIONS 457	4,000.00
NEXTEL COMMUNICATIONS	885.09
NEXXPOST	300.76
NORTH COAST ELECTRIC	1,964.60
NORTH LAKE MARINA	1,520.51
NORTHSHORE FIRE DEPT	6,915.00
NORTHSHORE PARK & REC SERVICE AREA	1,360.00
NORTHSHORE SENIOR CENTER	3,300.00
NORTHSHORE UTILITY DIST	61,042.26
NORTHSHORE YMCA	3,250.00
NORTHSHORE YOUTH & FAMILY SERVICES	12,500.00
NORTHWEST LANDSCAPE SERVICES	8,375.89
NORTHWEST MARINE TRADE ASSOCIATION	460.00
OFFICE CLEANING CREW	248.00
OFFICE MAX	8,762.43
OFFICE TEAM	12,740.45
OLYMPIC ENVIRONMENTAL RESOURCES INC	42,072.30
OSBORN CONSULTING INC.	126,729.87
OTAK	17,956.91
OUSLEY, NANCY	585.55
OVERLEESE, KRISTEN	255.67

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PACIFIC TOPSOILS	9,539.51
PART WORKS INC	544.62
PASSPORT TRAVEL AND TOURS	1,093.60
PATTY PAN GRILL	80.00
PAWS	4,785.00
PENDLETON, MICHAEL	6,751.16
PEOPLES STORAGE	1,702.50
PERSONAL BEST/ TOPHEALTH	395.54
PERTEET INC.	146,620.80
PETTY CASH CUSTODIAN	854.23
PHOTOTAINMENT	1,231.88
PHSI PURE WATER FINANCE	1,277.84
PICKLEBALL STUFF, LLC	384.00
PLANNING ASSOCIATION OF WASHINGTON	85.00
POTELCO, INC.	1,240.27
PRIMA PLUMBING	851.91
PROTECTION TECHNOLOGIES, INC	17,493.42
PRSA	307.00
PUBLIC HEALTH DEPT. OF KING COUNTY	100.00
PUGET SOUND BUSINESS JOURNAL	96.00
PUGET SOUND CLEAN AIR AGENCY	11,309.00
PUGET SOUND ENERGY	171,884.58
PUGET SOUND FINANCE OFFICERS ASSOC	50.00
PUGET SOUND REGIONAL COUNCIL	7,414.00
PURE WATER TECHNOLOGY OF PUGET SOUND	239.82
QUALITY BUSINESS SYSTEMS	5,155.09
RAZZ CONSTRUCTION	818,977.12
REPUBLIC SERVICES	5,961.14
RNR CONSULTING	29,842.00
ROD STEVENS	5,895.70
ROGERS, GLENN	104.41
ROLLABELS	37.15
SAFEWAY	84.00
SAFRIN, PATTY	467.11
SARAH ROBERTS	92,718.00
SAUVE, GAYLEN	300.00
SCHINDLER ELEVATOR CORPORATION	922.17
SCHWARZWALTER, MARK	90.00
SEATTLE TIMES	6,830.02
SEES TREES AND EXCAVATION INC	793.88
SELECT AIR SERVICES DBA GREENWOOD	119.19
SERGOVIA, CARLOS	1,650.00
SESAC	327.00
SHELTON, CINDY	249.88
SHRED-IT	445.50
SIGN UP, SIGN CO, INC	1,340.29
SKAGIT GARDENS	1,266.61
SMITH, BRENT	91.03
SMITH, JARRETT	150.00
SMS	2,934.51
SNOHOMISH COUNTY	9,547.00

XA. Approve Check Nos. 28843 - 28935 in the Amount of
\$420,795.00 and Electronically Transferred Payroll Funds Totaling

SNOHOMISH COUNTY SHERIFF'S OFFICE	248,669.23
SNOHOMISH COUNTY TREASURER/ SHERIFF	29,740.66
SOUND CITIES ASSOC	11,767.00
SOUND LAW CENTER	12,631.50
SOUND PUBLISHING, INC.	7,526.60
SPATIAL DEVELOPMENT	1,945.00
SPERRY, LAURIE	68.77
SPINNAKER STRATEGIES	11,799.40
ST EDWARD STATE PARK	11,180.94
ST OF WA DEPT OF FISH & WILDLIFE	300.00
STANSFIELD, CLAYTON	1,230.39
STATE AUDITOR'S OFFICE	15,863.53
STATE OF FLORIDA DISBURSEMENT UNIT	5,500.00
STATE OF WA DEPARTMENT OF LICENSING	116.00
STEWART MACNICHOLS HARMELL, INC.	42,370.00
SUNBELT	384.08
SUSSMAN/PREJZA & CO, INC	1,265.00
TELESYSTEMS WEST	1,058.06
THE KIPLINGER LETTER	99.00
TIMEMARK INCORPORATED	119.59
TITAN OUTDOOR, LLC	1,352.39
TOPIA TECHNOLOGY/ BIS	10,125.00
TOTAL LANDSCAPE CORP	46,841.19
TOWN & COUNTRY FENCE, INC	416.10
TOWNE CENTRE HARDWARE	2,274.09
TRANE U.S. INC.	6,112.50
UNITED RENTALS NW, INC	579.81
UNITED STATES POSTMASTER	4,536.30
UNITED WAY OF KING COUNTY	2,603.00
UNIVERSITY OF WASHINGTON	1,654.00
UPS STORE	2,441.41
URBAN LAND INSTITUTE	225.00
US POSTAL SERVICE (HASLER)	4,211.60
UTILITIES UNDERGROUND LOCATION CTR	890.33
VAN NESS, ALLAN	1,759.70
VERIZON WIRELESS	8,480.52
VIKING GRIDIRON CLUB	250.00
VOLGISTICS, INC	372.00
W.S.S.O. Advanced Training	500.00
WA ASPHALT PAVEMENT ASSOC.	180.00
WA ASSOC OF BUILDING OFFICIALS	128.09
WA ASSOC OF CODE ENFORCEMENT	305.00
WA CITIES INSURANCE AUTHORITY	161,086.00
WA FINANCE OFFICERS ASSOCIATION	575.00
WA GUARANTEED EDUCATION TUITION	1,290.00
WA RECREATION & PARK ASSOCIATION	104.00
WA STATE ASSOC OF PERMIT TECHNICIAN	95.00
WA STATE CONSOLIDATED TECH SVCS	875.00
WA STATE DEPARTMENT OF AGRICULTURE	33.00

XA. Approve Check Nos. 28843 - 28935 in the Amount of
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WA STATE DEPT OF ENTERPRISE SVCS	6,057.54
WA STATE DEPT OF LABOR & INDUSTRIES	125.30
WA STATE DEPT OF TRANSPORTATION	19,549.73
WAFFLE WAGON	45.00
WAGE WORKS	400.00
WASHINGTON ENERGY SERVICES.	28.14
WASHINGTON MUNICIPAL CLERKS ASSOC	75.00
WASHINGTON STATE DEPT OF INFO SERV	700.00
WASHINGTON TREE SERVICE INC	1,423.50
WEINSTEIN AU	1,057.50
WEISBAND, BARRY	24,000.00
WELLS FARGO FINANCIAL	9,342.66
WELWEST CONSTRUCTION INC.	109,872.85
WESTERN ENTRANCE TECHNOLOGY	3,460.20
WILCOX, ROBERTA	933.84
WINTERBOURNE LANDSCAPE	1,626.09
WONDERLAND DEVELOPMENT	4,500.00
ZEP SALES AND SERVICE	865.49
ZONAR SYSTEMS	525.33
ZORNES, GARY	239.52
ZUMAR	2,237.10
	<u>9,283,146.80</u>

XA. Approve Check Nos. 28843 - 28935 in the Amount of
\$420,795.00 and Electronically Transferred Payroll Funds Totaling



City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic: PUBLIC HEARING ON REVENUE SOURCES AND PROPOSED TAX LEVY FOR 2014	For Council Meeting Agenda of: November 12, 2013 Department: Finance and Administration Prepared by: Joanne Gregory To Be Presented By: N/A Approved by Department Head: <u>Jan 10/31/13</u> Approved by City Attorney: <u>Jan 10/31/13</u> Approved by Finance Director: <u>Jan 10/31/13</u> Approved by City Manager: <u>Jan 10/31/13</u> Exhibits/Attachments: None	
Proposed Council Action/Motion: PUBLIC HEARING ON REVENUE SOURCES AND PROPOSED TAX LEVY NECESSARY TO MEET AUTHORIZED TAX-SUPPORTED ESTIMATED EXPENSES FOR THE YEAR 2014		
Expenditure Required None	Amount Budgeted 2014 Property Tax Levy: \$4,256,056	Appropriation Required N/A
<u>INFORMATION/BACKGROUND:</u> A presentation and public hearing will be held November 12, 2013 regarding revenue sources and the proposed tax levy for 2014. The 2013 assessed valuation (AV) for Kenmore was \$2,564,534,000 and the City tax levy rate was \$1.64 per \$1,000 of AV. Based on preliminary data from King County, the City's AV is expected to increase to \$2,766,497,000 which should cause the levy rate to decline to around \$1.54 per \$1,000 AV for 2014. The ordinance to set the property tax levy for 2014 is scheduled for Council action on November 25, 2013.		
<u>FISCAL CONSIDERATION:</u> The 2013 property tax levy was \$4,218,726 (budget was \$4,213,917). The property tax budget for 2014 is \$4,256,056 which projected a 1% increase over 2013 due to new construction. New construction will actually add about 1.13% (or \$48,000) to the tax rolls, increasing the levy to \$4,266,726. The City is allowed to increase its levy by the lesser of one (1) percent or the percentage increase in the July IPD (Implicit Price Deflator) which is 1.314 percent. If the City Council were to approve the increase of 1% to the levy for 2014, this would generate additional revenue of \$42,187 which will also provide a compounding revenue benefit in future levies.		
<u>COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:</u> RCW. 84.55.120 The legislative body must hold a public hearing on revenue sources for the coming year's budget including consideration of possible increases in property tax revenues, before taking action on the property tax levy.		

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City Council Business Agenda Item
City of Kenmore, WA

Subject/Topic:
Adopt 2014 Fee Schedule;
Resolution No. 13-227

Proposed Council Action/Motion:
Approve Resolution No. 13-227 the City of
Kenmore, Washington, Adopting the City of
Kenmore's 2014 Fee Schedule

For Council Meeting Agenda of: November 12, 2013

Department: City-wide

Prepared by: Bryan Hampson

Approved by Department Head: BH 11/4/13
Approved by City Attorney: ✓ email
Approved by Finance Director: ✓ 11/4/13
Approved by City Manager: POK

Exhibits/Attachments:

1. Resolution No. 13-227 with 2014 Fee Schedule
(Exhibit A)
2. Attachment 2. The Revised 2013 Fee Schedule,
adopted by City Council on June 24, 2013.

Expenditure Required \$ NA

Amount Budgeted \$ NA

Appropriation Required \$ NA

INFORMATION/BACKGROUND:

Annually the City of Kenmore's fee schedule is reviewed and updated as provided for in Ordinance 02-0139.
We are not proposing to increase the 2014 fees by the Consumer Price Index (CPI).

The City Staff is proposing the following revisions to the Revised 2013 Fee Schedule:

Note: Solid vertical lines (|) in the margin of the fee schedule indicate a change from the Revised 2013 schedule,
and a plus sign (+) in the margin of the fee schedule indicates a new fee for 2014.

- #1. Page 3 – The City Council approved Ordinance No 13-0356 on April 22, 2013, which establishes a Business Registration Program in Kenmore. The City is working with the Washington State Department of Revenue to administer the registration transactions, which will allow businesses to register online, along with any other state registration or endorsements. DOR's Service fees would apply to registrations and renewals; DOR's service fee has increased from \$15 for a new registration to \$19, and \$9 for renewal to \$11. DOR will waive their service fee for the first year for existing businesses registered with them.
- Because the \$11 DOR service fee is being waived for renewals in the first year, the Kenmore Business Alliance recommends the City's business registration fee be temporarily increased by the same amount, \$11, in the first year, 2014.
- When the DOR service fee for renewals commences, after the first year, Kenmore Business Alliance recommends the registration fee be reduced back to \$10.

#2. Page 10 - Correcting a typo and eliminating some confusion regarding the engineering inspection fee.

- The confusion occurs because it is not clear if the fee applies to Subdivisions. Currently, the fee is only located in the *Engineering: General Permitting and Inspections* section when it probably should also be located in the *Engineering: Subdivision Plan Review and Inspections* section. The fee and calculation method has been added to the *Subdivision Plan Review and Inspections* section. Also a note has been added to use when associated to a bond quantity worksheet.
- There is a typo in the formula used to calculate the engineering inspection fee. Currently the formula states to add \$1,400 for each \$1,000 of the bond to the base fee, \$6,693. It probably should say to add \$14 for each \$1,000 of the bond to the base fee, \$6,693. The typo has been corrected.
- The grading permit operational monitoring fee refers to area distributed when it should refer to area disturbed. The word distributed has been changed to disturbed.

FISCAL CONSIDERATION:

The proposed annual review and adjustments to the City's fee schedule are needed to ensure the City is recovering costs necessary with performing associated services.

COUNCIL GOAL/BUDGET OBJECTIVE BEING ADDRESSED:

Economic development and to continue to improve City services and processes.

**CITY OF KENMORE
WASHINGTON
RESOLUTION NO. 13-227**

**A RESOLUTION OF THE CITY COUNCIL OF
KENMORE, WASHINGTON, REVISING THE CITY
FEE SCHEDULE AND ADOPTING THE 2014 FEE
SCHEDULE.**

WHEREAS, for the convenience of Kenmore residents and other City customers, the City Council has adopted all City fees by resolution; and

WHEREAS, the City reviews all fees annually and makes adjustments to them as necessary and appropriate; and

WHEREAS, the City Council desires to adopt a revised fee schedule as set forth in this resolution,

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON, DOES RESOLVE to adopt the "City of Kenmore, Washington, 2014 Fee Schedule," attached as "Exhibit A" to this resolution, which shall be effective on the adoption of this resolution.

PASSED BY THE CITY COUNCIL OF THE CITY OF KENMORE, WASHINGTON, AT A REGULAR MEETING THEREOF THIS 12th DAY OF November, 2013.

CITY OF KENMORE

David Baker, Mayor

ATTEST/AUTHENTICATED:

Patty Safrin, City Clerk

APPROVED AS TO FORM:

Rod Kaseguma, City Attorney

EXHIBIT A

City of Kenmore, Washington 2014 Fee Schedule



Resolution No. 13-227

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Note: Solid vertical lines (|) in the margins indicate a change and a plus sign (+) in the margin of the fee schedule indicates a new fee from the previous schedule.

1. BUSINESS REGISTRATION AND LICENCES

Business Registration	2014 Fee
General Business - New Application for existing businesses registered by DOR	\$21 (1)
General Business - New Application for a new business	\$10 (2)
General Business Renewal (starting in 2015)	\$10
Home Occupation - New Application for existing businesses registered by DOR	\$21 (1)
Home Occupation - New Application for a new business	\$10 (2)
Home Occupation Renewal (starting in 2015)	\$10
The business registration program is managed through Washington State Department of Revenue (DOR). The City registration fee is in addition to the DOR administration fee, which is currently \$19 for new applications and \$11 for renewals. (1) Applies to businesses currently licensed by DOR. DOR will waive their service fee for the first year. \$21 is for 2014; reverts to \$10 in 2015, when DOR's service fee commences for renewals. (2) Applies to new businesses needing City registration and a DOR license. DOR will assess an additional \$19 administration fee.	
Business Licenses	2014 Fee
Adult Entertainment	
Device	\$50 each
Operator	\$500/year
Premises	\$200/year
Panoram Manager License	\$50/year
Adult Cabaret	
Operator	\$500/year
Cabaret Manager License	\$50/year
Cabaret Entertainer License	\$50/year
Adult Retail Business License	\$500/year
Dance	\$200/year \$100/six months \$50/day
Dance (non-profit, educational or City-sponsored)	Exempt
Live Entertainment: music (other than mechanical); boxing or wrestling; exhibition skating; video arcades; pool halls; bowling alleys; race tracks and drag strips (if attendance more than 2,000 at a single event). Covers more than one skating rink, shooting gallery.	\$200/year \$100/six months \$50/day
Amusement Parks – Permanent	\$200/year
For one to 10 units, inclusive	\$100/six months
For more than 10 units	\$400/year \$200/six months
Carnivals	
For one to 10 units, inclusive	\$40.00/day
For more than 10 units	\$100/day
Closing out sales	
Closing out sale license – original license	\$300/year
First 30-day renewal	\$200/year
Second 30-day renewal	\$200/year
Junk Shop License	\$300/year

Junk Wagon License	\$40/year
Massage Parlor/Bathhouse	\$150/year
Massage Practitioner	\$50/year
Theaters	\$100/each screen
Outdoor Musical Event (not sponsored by the City and with an admission fee)	\$750/year
Pawnbroker	\$500/year
Peddler/Solicitor	No fee
Secondhand dealer	\$40/year
Shuffleboard License	\$50/year
Renewal of License, registration or permit late penalty	10% of required fee
Transferability of license of permit	\$25

2. CODE ENFORCEMENT

Code Enforcement	2014 Fee
Inspection/Posting	\$50
Re-inspection	\$50
Abatement	Actual City costs
Abatement Hearing	\$360
Hearing Officer	\$215/hour
Notice of Violation Appeal Hearing	\$125
Removal of Declaration	\$20
Violation of a stop work order	\$500

Housing Code Enforcement	2014 Fee
Inspection/Posting	\$255/hour
Re-Inspection plus Notice and Order	\$510
Hourly Rate	\$255
Appeal Fee	\$150/each
Closing Fee	\$255
Contract Abatement Fee	\$15% of the contract
Late Fee	\$25% of amount due
Hearing Officer	\$215/hour

The following fees apply to all enforcement actions:	2014 Fee
Inspection Warrant	\$350/each
Attorney Fees	Rate per hour to be determined as established by the City Attorney contract for legal services
Paralegal Services	\$60/hour
Notary Services	\$10
Abatement	Actual cost of labor

3. COMPREHENSIVE PLAN AND DEVELOPMENT REGULATION AMENDMENTS

Type	2014 Fee
Prescreening/threshold review fee	\$200
Annual amendment cycle fee (applicants whose amendment proposals are approved for consideration by the City Council)	\$400

4. DEVELOPMENT SERVICES

General Fees	2014 Fee
Development Review Technology Fee Applies to development permits and is based on development plan review fees and permit fees, not to include impact fees or land use decisions.	3%
P-Suffix and other required site plan reviews	
Initial plan review	\$1,078
Each additional review for compliance, including signs and tenant improvements.	\$163
Amend adopted P-suffix conditions	\$2,241
Mobile home park and RV park plan review	\$3,561
Site plan application fee (Land-use permit associated to KMC 18.105)	\$364
Construction permit site plan review	\$100
Landscape and tree management plan review	
Initial plan review based on site area	
0 – 1 site acre	\$211
> 1 – 2 site acres	\$337
> 2 – 5 site acres	\$507
> 5 – 10 site acres	\$676
More than 10 site acres	\$1,352
Each plan revision review	\$324
Request for modification requiring public notice	\$673.00
Landscape and tree management inspections	
Landscape installation inspection	\$269
Landscape maintenance bond release inspection	\$269
Additional excessive reviews and inspection fees Applies to all development permits; additional plan review or inspections required by changes, additions or revisions to the plans or excess reviews of re-submittals will be billed at an hourly rate.	\$100/hour
Hourly fees throughout this section may be billed in ½ hour intervals	

Development Agreement	2014 Fee
Threshold review with City Council	\$200
Development Agreement requested by the applicant (proposal is approved for consideration by the City Council)	\$5,000 + City Attorney fees
Development Agreement requested by the City	No Fee

Pre-Application	2014 Fee
Pre-application review fee	No Fee

Zoning and Land Use	2014 Fee
Request for site specific rezone	\$3,000
Conditional use permits (CUP) and special use permits (SUP)	
Administrative CUP	\$3,633
SUP with public hearing	\$8,501
Daycare with 24 children or less	\$1,365
Request for time extension	\$146
Variances (including variances from KMC 18.55)	
Application review	\$2,500
Added fee when public hearing required	\$1,626
Request for time extension	\$146
Boundary line adjustment	\$574
Communications facility application fee	\$364
Accessory dwelling unit	\$50
Change of use (zoning only)	\$50
Reuse of closed public school facilities	\$1,400
Land use inspections	\$100/hour
Reasonable use exception	\$2,500
Public agency and utility exception	\$1,953
Zoning letter inquiry/request	\$100
Design review	\$100/hour

Subdivision – Preliminary Application Review	2014 Fee
Preliminary short subdivisions	
Short subdivision 4 lots or less	
Base fee	\$1,111
Plus per lot	\$140
Short subdivision 5 to 9 lots	
Base fee	\$7,033
Plus per lot	\$153
Revision to approved preliminary	\$898
Short subdivision alteration	\$1,245
Request for time extension	\$100
Preliminary subdivisions	
Initial application	
50 lots or less	
Base fee	\$12,955
Plus per lot	\$167
More than 50 lots	
Base fee	\$22,208
Plus per lot	\$37
Surcharge for applications utilizing lot clustering or flexible yard provisions (percent of initial fee)	10%
Major revision requiring new public hearing	\$3,886
Minor revisions submitted after preliminary approval (not necessitating additional hearings)	\$925
Request for time extension	\$100

Subdivision alterations or subdivision vacations	
With public hearing	\$3,886
Without public hearing	\$1,944
Supplemental fee – a surcharge for applications involving significant environmentally sensitive areas (percentage of total initial fee)	10%
Supplemental fee – remanded applications (percentage of initial fee)	50%
Binding site plan	
Building permit, as-built or site plan review based plan	\$4,862
Conceptual plan	\$5,733
Revision to a preliminary approved plan	\$1,112
Revision to a final binding site plan	\$1,996

Shoreline Management Permit	2014 Fee
Substantial development permit	
Total cost of proposed development:	
Up to \$10,000	\$1,280
\$10,001 to \$100,000	\$2,560
\$100,001 to \$500,000	\$6,399
\$500,001 to \$1,000,000	\$9,598
\$1,000,001 or more	\$12,797
Single family joint-use dock	\$2,560
Shoreline conditional use permit	
Non-forest practices	\$7,219
Forest practices	\$1,313
Shoreline variance	
Up to \$10,000 project value	\$2,166
\$10,001 or more project value	\$7,219
Shoreline re-designation	
Base fee	\$14,438
Per shoreline lineal foot	\$27.60
Maximum	\$54,144
Shoreline review of other permits or approvals for conditions	\$177
Shoreline exemption	\$276
Supplemental fees	
Request for an extension of a permit, calculated as a percentage of the original permit	20%
Shoreline permit revision, calculated as a percentage of the original permit	20%
Surcharge when public hearing required	12%
Minimum	\$2,048
Permit compliance inspections	
Hourly rate (including travel time)	\$100/hour
Plus per mile	\$0.50/mile

Special Reviews	2014 Fee
State Environmental Policy Act (SEPA) review	
Environmental checklist	
Base fee	\$600
After six hours	\$100/hour
Supplemental Determination of Nonsignificance (DNS), Mitigated Determination of Nonsignificance (MDNS), or Determination of Significance (DS) review	\$100/hour
MDNS deposit	\$1,313
Environmental Impact Statement (EIS) deposit – a percentage of total estimated cost	33%
Draft Environmental Impact Statement (DEIS), Final Environmental Impact Statement (FEIS), Supplemental Environmental Impact Statement (SEIS) or addenda preparation and review costs – including scoping, writing, editing, publishing, mailing, distributing and contract administration: All fixed and contract costs, and time costs, per hour	\$100/hour
Post MDNS, DEIS, FEIS or SEIS publication work preparing or consulting on staff reports, permit conditions or public hearing testimony, per hour	\$100/hour
Critical areas review	
Applicants will be eligible for a refund of the portion of the base fee that is less than the city's costs (including consultants, public notice (as necessary) and other associated expenses).	
Review of residential building permits, shoreline permits, individual short subdivision, boundary line adjustments and right-of-way use permits:	
Site review base fee	\$1,000
Plus, per hour	\$100/hour
Review of commercial building permits, grading permits, engineering permits, subdivisions, PUDs, declassifications, variances, conditional use permits and unclassified use permits:	
Site review base fee	\$1,000
Plus, per hour	\$100/hour
Flood plain determination – certificate of elevation	\$100
Plus, per hour	\$100/hour
Review of mitigation plan compliance, per hour	\$100/hour
Critical areas inspection	\$100/hour
Inspection and monitoring, per hour	\$100/hour
Appeals	
Appeals to the hearing examiner from decisions of the City	\$125
Departmental review of non-departmental permits	\$100/hour
Review and monitoring of master drainage plans, per hour	\$100/hour
Legal lot status request	\$200

Engineering: General Permitting & Inspections		2014 Fee
Parking review		
New or additional spaces		
First 0-25 spaces		\$23/each space
Next 26-50		\$20.70/each space
Next 51-75		\$16.30/each space
Next 76-150		\$16.30/each space
Anything above 150		\$11.80/each space
Minimum fee		\$296.10
Clearing		
0 – 5 site acres		
Base fee		\$73.50
Hourly fee		No fee
5.1 site acres or more		
Base fee		\$367.50
Hourly fee		\$100/hour
Field inspections		\$100/hour
Tree removal		\$73.50
Drainage review		
Residential drainage requirement review base fee		\$238
Small site drainage review		\$143
Targeted drainage review		\$234
Full drainage review		
Simplex review		\$293
Complex review		\$676
Commercial drainage plan review base fee		\$570
Total distributed area	Targeted drainage review #1, 2 and 3	Full drainage review and targeted drainage review for #4
0 – .50 site acre	\$895	\$1,119
.51 – 1 site acre	\$1,234	\$1,543
1.1 – 2 site acres	\$2,255	\$2,819
2.1 – 5 site acres	\$4,951	\$6,189
5.1 – 10 site acres	\$5,964	\$7,456
More than 10 acres	\$6,640	\$8,300
Traffic impact analysis review		
Level 1 (10 P.M. peak hour trips or less)		\$337
Level 2 (11-75 P.M. peak hour trips)		\$800
Level 3 (Over 75 P.M. peak hour trips)		\$1,600
Road standards/drainage standards variance		\$200
Grading permit (based on the total of the two tables listed below)		
Table 1		
Volume	Base fee	Per 100 cubic yards
0 to 500 cubic yards	\$0	\$28.40
501 to 3,000 cubic yards	\$54	\$39.20
3,001 to 10,000 cubic yards	\$339	\$26.10
10,001 to 20,000 cubic yards	\$2,159	\$7.90
20,001 to 40,000 cubic yards	\$3,319	\$2.10
40,001 to 80,000 cubic yards	\$3,599	\$1.40

80,001 cubic yards or more	\$4,239	+	\$0.60
Table 2			
Disturbed Area	Base fee	+	Per acre
Up to 1 acre	\$176	+	\$819.40
1.1 to 10 acres	\$381	+	\$614.30
10.1 to 40 acres	\$2,916	+	\$360.80
40.1 to 120 acres	\$10,428	+	\$176
120.1 to 360 acres	\$22,944	+	\$68.70
360.1 acres or more	\$34,716		\$36
Grading plan revision Hourly rate			\$100/hour
Grading permit operation monitoring (inspection fee when not associated to a Bond Quantity Worksheet) The operation monitoring fee shall be calculated by adding the applicable amount from the Annual Volume Table (below) to an amount equal to \$215 per acre disturbed and not rehabilitated during the monitoring period, to a maximum of \$10,000.			
Annual Volume Table			
Volume deposited or removed	Base fee		Per 100 cubic yards
0 to 3,000 cubic yards	\$0	+	\$102.20
3,001 to 10,000 cubic yards	\$2,550	+	\$17.20
10,001 to 20,000 cubic yards	\$3,760	+	\$5.10
20,001 to 40,000 cubic yards	\$4,280	+	\$2.50
40,001 cubic yards or more	\$4,680	+	\$1.50
Reclamation bond release inspection			\$255
Re-inspection of non-bonded actions			\$225
Construction inspections (when associated to a Bond Quantity Worksheet)			
Bond quantities worksheet amount (line T)	Initial fee + additional fee based on bond		
\$0 – \$30,000	\$213 + \$119 / \$1,000 bond		
\$30,001 – 120,000	\$2,253 + \$51 / \$1,000 bond		
\$120,001 or more	\$6,693 + \$14 / \$1,000 bond		
Addition inspection after 1 year	\$100/hour		
Maintenance bond inspections			
Bond quantities worksheet amount (line T)	Initial fee + additional fee based on bond		
\$0 – \$30,000	\$461 + \$15.30 / \$1,000 bond		
\$30,001 – 120,000	\$770 + \$5 / \$1,000 bond		
\$120,001 or more	\$1,166 + \$1.70 / \$1,000 bond		

Engineering: Subdivision Plan Review and Inspections		2014 Fee
Short subdivision engineering plan review		
Short subdivision 4 lots or less		
Base fee		\$2,087
Plus per lot		\$209
Short subdivision 5 to 9 lots		
Base fee		\$4,148
Plus per lot		\$209
Additional review in excess of initial fees		\$100/hour
Subdivision engineering plan review		
Subdivision 30 lots or less		
Base fee		\$6,209
Plus per lot		\$33.60
Subdivision 31 lots or more		
Base fee		\$6,710
Plus per lot		\$16.90
Revisions and re-submittals		
Each occurrence		\$119
Additional review in excess of initial fees		\$100/hour
Planned unit development engineering plan review		
30 units or less		
Base fee		\$6,209
Plus per unit		\$46.10
31 units or more		
Base fee		\$6,911
Plus per unit		\$22.70
Revisions and re-submittals		
Each occurrence		\$119
Additional review in excess of initial fees		\$100/hour
Conceptual binding site plan (including conceptual commercial binding site plan)		
Plan and profile base fee		\$4,132
Revisions and re-submittals		
Each occurrence		\$119
Additional review in excess of initial fees		\$100/hour
Construction inspections (when associated to a Bond Quantity Worksheet)		
Bond quantities worksheet amount (line T)		Initial fee + additional fee based on bond
\$0 – \$30,000		\$213 + \$119 / \$1,000 bond
\$30,001 – 120,000		\$2,253 + \$51 / \$1,000 bond
\$120,001 or more		\$6,693 + \$14 / \$1,000 bond
Addition inspection after 1 year		\$100/hour
Subdivision final approval		
Final short subdivision 4 lots or less		\$1,922
Final short subdivision 5 to 9 lots		\$3,873
Final short subdivision alteration		\$714

Final subdivision 30 lots or less	
Base fee	\$5,825
Plus per lot	\$69.10
Final subdivision 31 lots or more	
Base fee	\$6,470
Plus per lot	\$47.60
Subdivision alteration	\$1,077
Modification of a recorded building envelope	\$541
Request for name change	\$192
Final planned unit development	\$4,530
Request for time extension	\$145
Request for name change	\$192
Final building site plan	\$3,081
Subdivision – post final fees	
Maintenance bond inspection	
Bond amount	Initial fee + additional fee based on bond
\$0 – \$30,000	\$461 + \$15.30 / \$1,000 bond
\$30,001 – 120,000	\$770 + \$5 / \$1,000 bond
\$120,001 or more	\$1,166 + \$1.70 / \$1,000 bond

Building Permits		2014 Fee
Building permit fees are based on valuation. The table below establishes the permit fee from the valuation. Valuation is determined by type of construction and square footage or from a contractor's bid. The most recent edition of the Building Safety Journal determines the type of construction and square footage factor.		
Total valuation	fee	
\$1 – \$500	\$23.50	
\$501 – \$2,000	\$23.50 for the first \$500 plus \$3.05 for each additional \$100 or fraction thereof, to and including \$2,000.	
\$2,001 – \$25,000	\$69.25 for the first \$2,000 plus \$14 for each additional \$1,000 or fraction thereof, to and including \$25,000.	
\$25,001 – \$50,000	\$391.25 for the first \$25,000 plus \$10.10 for each additional \$1,000 or fraction thereof, to and including \$50,000.	
\$50,001 – \$100,000	\$643.75 for the first \$50,000 plus \$7 for each additional \$1,000 or fraction thereof, to and including \$100,000.	
\$100,001 – \$500,000	\$993.75 for the first \$100,000 plus \$5.60 for each additional \$1,000 or fraction thereof, to and including \$500,000.	
\$500,001 – \$1,000,000	\$3,223.75 for the first \$500,000 plus \$4.75 for each additional \$1,000 or fraction thereof, to and including \$1,000,000.	
\$1,000,001 or more	\$5,608.75 for the first \$1,000,000 plus \$3.65 for each additional \$1,000 or fraction thereof.	
Building plan review		
Plan review fees shall be 65% of the building permit fee (this does not include other review type costs). If the plan is a "basic", as determined by the Building Official, the plan check fee shall be 25% of the permit fee.		
Additional plan review required for changes, additions or revisions to plans (minimum charge ½ hour)		\$100/hour

For use of outside consultants for plan review and inspections		Actual costs
Building code change in use or occupancy	Minimum 2 hour inspection charge (\$200) plus actual inspections at hourly rate (\$100/hour)	
Mobile homes		
Mobile home permit		\$216
Temporary mobile home permit		\$263
Temporary mobile home for hardship		\$263
Non-insignia mobile home inspection		\$263
Re-Roof permits		
Single family residential		\$94
Commercial and multi-family		Based on permit per fee valuation table
Special review of oversized buildings		\$138
Condominium conversion review		
Project fee		
1 to 30 units		\$667
31 to 99 units		\$1,665
100 or more units		\$3,332
Plus per unit		\$332
Special plan review		\$100/hour
Pre-inspections		
Fire or flood damage		\$311
Minimum housing or other code compliance		\$311
Relocation of structures		\$311
Demolition inspection		\$94
Re-inspection (Ordinance 00-0098)		\$100/hour
Inspections outside of normal hours		\$100/hour
Inspections for which no fee is specifically indicated		\$100/hour
Billboard alteration or relocation site review		\$667
Certification of permit completion		
Temporary occupancy certificate, per building or tenant space		\$284
Final occupancy certification when more than one building permit, each additional building		\$284
Final occupancy certification for individual condominium or other portions of buildings, per unit		\$128
Letter of completion for shell construction permits when more than one building permit, each additional building		\$284
Extension and renewal		
Extensions for final inspection only		
Single family residential		\$100
All other permits		\$100
All other extensions or renewals (including temporary reinstatement)		
Single family residential and all other permits		\$100
Temporary mobile home		\$131
Temporary hardship mobile home		\$119

Plumbing Permits		2014 Fee
Commercial and Multi-family (Non one- and two-family dwellings and townhouses)	Based on actual valuation of all fixtures materials and installation as submitted and determined by the Building Official. When plan review is required, as determined by the Building Official, the plan review fee for all permits will be 65% of the permit fee.	
New one- and two-family dwellings and townhouses		\$225/dwelling
Alterations or additions to one- and two-family dwellings and townhouses		Based on the table below
Base fee		\$23.50
Plus:		
For each plumbing fixture on one trap or set of fixtures on one trap		\$10/each
Roof drain		\$10/each
Electric water heater		\$10/each
Grease trap		\$10/each
Alteration or repair of water piping or water treating equipment		\$10/each
Back flow devices (other than atmospheric vacuum breakers)		\$10/each
Other		\$10/each

Mechanical Permits		2014 Fee
Commercial and Multi-family (Non one- and two-family dwellings and townhouses)	Based on actual valuation of all fixtures materials and installation as submitted and determined by the Building Official. When plan review is required, as determined by the Building Official, the plan review fee for all permits will be 65% of the permit fee.	
New one- and two-family dwellings and townhouses		\$225/dwelling
Alterations or additions to one- and two-family dwellings and townhouses		Based on the table below
Base fee		\$23.50
Plus:		
Furnaces		
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 (29.3 kW)		\$14.80
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)		\$18.20
For the installation or relocation of each floor furnace, including vent		\$14.80
For the installation or relocation of each suspended heating, recessed wall heater or floor-mounted unit heater		\$14.80

Appliance vent	
For the installation, relocation or replacement of each appliance vent installed and not included in an appliance permit	\$7.25
Repairs, alterations and additions	
For the repair or alteration of, or addition to 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	\$13.70
Boilers, compressors and absorption systems	
For the installation and relocation of each boiler or compressor to and including 3 horsepower (10.6 kW) to and including 15 horsepower (52.7 kW), or each absorption system to and including 100,000 Btu/h (29.3 kW)	\$14.70
For the installation and relocation of each boiler or compressor to and including 3 horsepower (10.6 kW) to and including 15 horsepower (52.7 kW), or each absorption system over 100,000 Btu/h (29.3 kW) to and including 500,000 Btu/h (146.6 kW)	\$27.15
For the installation and relocation of each boiler or compressor over 15 horsepower (52.7 kW) to and including 30 horsepower (105.5 kW), or each absorption system over 500,000 Btu/h (146.6 kW) to and including 1,000,000 Btu/h (512.9 kW)	\$37.25
For the installation or relocation of each boiler or compressor over 30 horsepower (105.5 kW) to and including 50 horsepower (176 kW), or each absorption system over 1,000,000 Btu/h (293.1 kW) to and including 1,750,000 Btu/h (512.9 kW)	\$55.45
For the installation or relocation of each boiler or compressor over 50 horsepower (176 kW), or each absorption system over 1,750,000 Btu/h (512.9 kW)	\$92.65
Air handlers	
For each air-handling unit to and including 10,000 cubic feet per minute (cfm) (4719 Us), including ducts attached thereto. Note: this fee does not apply to an air-handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code)	\$10.65
For each air-handling unit over 10,000 cfm (4719 Us)	\$18.10
Evaporative Coolers	
For each evaporative cooler other than the portable type	\$10.65
Ventilation and exhaust	
For each ventilation fan connected to a single duct	\$7.25
For each ventilation system which is not a portion of any heating or air conditioning system authorized by a permit	\$10.65
For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood	\$10.65

Incinerators		
	For the installation or relocation of each domestic-type incinerator	\$18.20
	For the installation or relocation of each commercial or industrial-type incinerator	\$14.50
Gas piping		
	Gas pipe (1-5 outlets)	\$10.65
	Gas pipe (outlets over 5)	\$1/each
Miscellaneous		
	For each appliance of 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 table	\$10.65
	Gas water heater	\$10.65
Transportation Impact Fees		
	ITE Code	2014 Fee
	Single family residence	210 \$8,434.02/unit
	Multi-family	220 \$5,462.31/unit
	Per peak hour trip	
	General light industrial	110 \$11.93/sq. ft.
	Manufacturing	140 \$9.01/sq. ft.
	Mini-warehousing	151 \$3.16/sq. ft.
	Condominium/townhouse	230 \$4,581.29/unit
	Mobile home park	240 \$4,926.81/unit
	Hotel	310 \$5,650/unit
	Motel	320 \$4,500.85/unit
	Marina	420 \$1,411.92/berth
	Golf course	430 \$2,298.31/acre
	Movie Theater	444 \$28.79/sq. ft.
	Racquet club	492 \$4.76/sq. ft.
	High School	530 \$4.61/sq. ft.
	Church	560 \$5.81/sq. ft.
	Hospital	610 \$14.10/sq. ft.
	Nursing home	620 \$1,466.32/bed
	General office building	710 \$18.15/sq. ft.
	Medical-dental building	720 \$42.74/sq. ft.
	Shopping center	820 \$9.30/sq. ft.
	Restaurant	932 \$49.66/sq. ft.
	Fast food restaurant without drive through	933 \$64.58/sq. ft.
	Fast food restaurant with drive through	934 \$83.91/sq. ft.
	Gas station	944 \$33,765.80/pump
	Gas station with convenience store	945 \$25,533.86/pump
	Supermarket	850 \$28.62/sq. ft.
	Convenience market	851 \$62.64/sq. ft.
	Drive-in bank	912 \$83.99/sq. ft.
Park Impact Fees		2014 Fee
	Single family residence	\$2,537/unit
	Multi-family	\$1,658.82/unit
	Mobile home	\$788.25/unit

Fire Department Review	2014 Fee
The fire review fee will be assessed per the approved contract with the Northshore Fire District #16 for all single family, multi-family and commercial projects.	

Limited Right-of-Way Permits	2014 Fee
Type A permit may be issued for activities within the right-of-way which will alter the surface or subsurface of the right-of-way. Examples include: - Open cut trenching - Culvert installation - Driveways - Shoulder improvements - Sidewalks - Above ground pedestals or utility boxes - Paving operations in right-of-way - Landscaping - Beautification (no fee)	
Application fee (includes review and 1 hour inspection)	\$200
Inspections in excess of 1 hour	\$100/hour
Type B permit may be issued for temporary use of the right-of-way (24 hours or less) for activities that will not alter the right-of-way surface or subsurface. Examples include: - Parade - Block party - Temporary parking - Temporary storage of dumpster/storage container	
Application fee (includes review and inspection)	\$75
Type C permit may be issued for temporary use of the right-of-way (more than 24 hours) for activities that will not alter the right-of-way surface or subsurface. Also includes activities that require traffic plan and traffic plan review. Examples include: - Street closures - Extended storage in the right-of-way - Commercial activities in the right-of-way - Right-of-way used as construction site for private development	
Application fee (includes 1 hour inspection)	\$150
Inspection in excess of 1 hour	\$100/hour
Use fee	$\text{Fee} = (\text{use area}) \times \$20 \text{ per sq. ft.} \times \text{days of usage} / 365$ or a minimum of \$100, whichever is greater

Access Right-of-Way Permits	2014 Fee
Application fee (includes 1 hour review and 1 hour inspection)	\$200
Review fee in excess of 1 hour	\$100/hour
Inspection fee in excess of 1 hour	\$100/hour
Use fee	
Open to the public	No fee
Limited (not open to the public)	$\text{Fee} = (\text{use area}) \times \text{value}^* \times 25\%$ or a minimum of \$100 whichever is greater
*value of adjacent land (in area, sq ft) according to the County Assessor records	

Encroachment Right-of-Way Permits		2014 Fee
Application fee (includes 1 hour review and 1 hour inspection)		\$200
Review fee in excess of 1 hour		\$100/hour
Inspection fee in excess of 1 hour		\$100/hour
Use fee		Fee = (use area) x value* x No. of Years x 12% or a minimum of \$100 whichever is greater
*value of adjacent land (in area, sq ft) according to the County Assessor records		

Utility franchise Right-of-Way Permits		2014 Fee
Application fee		\$200
Review fee		\$100/hour
Inspection fee		\$100/hour
Use fee		No fee

State Route 522 driveway connection permit		2013 Fee
Fee structure. The following nonrefundable fee structure is established for the processing, review and inspection of the connection permit application. A description of each category can be found in section 12.85.040 of the KMC. Due to the potential complexity of Category II and Category III connection proposals, and required mitigation measures that may involve construction on SR 522, the city may require a developer agreement in addition to the connection permit. The developer agreement may include, but is not limited to: plans; specifications; maintenance requirements; bonding requirements; inspection requirements; division of costs by the parties, where applicable; and provisions for payment by the applicant of actual costs incurred by the city in the review and administration of the applicant's proposal that exceed the required base fees in the following schedule:		
Category I – Base fee for one connection:		
• Agricultural, forest, utility operation and maintenance		\$50
• Residential dwelling units (up to 10)- single connection		\$50/dwelling
• Other, with 100 average weekday vehicle trip ends		\$500
• Fee per additional connection point		\$50
Category II – Base fee for one connection:		
• Less than 1,000 average weekday vehicle trip ends		\$1,000
• 1,000 to 1,500 average weekday vehicle trip ends		\$1,500
• Fee per additional connection point		\$250
Category III - Base fee for one connection:		
• 1,500 to 2,500 average weekday vehicle trip ends		\$2,500
• Over 2,500 average weekday vehicle trip ends		\$4,000
• Fee per additional connection point		\$1,000
Category IV – Base fee per connection:		\$100
Surety Bond. Prior to the beginning of construction of any connection, the city may require the permit holder to provide a surety bond as specified in WAC 468-34-020(3).		

Special Event Permit	2014 Fee
Application fee	\$100

5. ANIMAL CARE AND CONTROL

Animal License and Registration	2014 Fee
Pet license – dog or cat	
Unaltered	\$60
Altered	\$30
Juvenile pet license – dog or cat	\$15
Discounted pet license – dog or cat	\$15
Replacement tag	\$5
Transfer fee	\$3
Guard dog registration	\$100
Exotic pet	
New	\$500
Renewal	\$250
Service animal	No fee
K-9 police dog	No fee
Late fees	
Received 45-90 days following license expiration	\$15
Received 90-135 days following license expiration	\$20
Received more than 135 days following license expiration	\$30
Received more than 365 days following license expiration	\$30 plus license fee(s) for any previous year pet was unlicensed

Animal Business and Activity Permits	2014 Fee
Hobby kennel and hobby cattery license	\$50
Private animal placement permit	No fee

Civil Penalties	2014 Fee
General	
No previous similar code violation within one year	\$50
One previous similar code violation within one year	\$100
Two previous similar code violation within one year	Double the rate of the previous penalty, up to a maximum of \$1,000.
Vicious animal or animal cruelty violations	
First violation within one year	\$500
Subsequent violations within one year	\$1,000
Dog leash law violations	
First violation within one year	\$25
Additional violation within one year	\$50
Animal abandonment	\$500
Unlicensed cat or dog	
Altered cat or dog	\$125
Unaltered cat or dog	\$250

Service Fees	2014 Fee
Adoptions –including licensing and spaying or neutering or the animal	\$75-\$250 based upon adoptability/animal
Spay or neutering deposit	\$150/animal
Impound or redemption – dogs, cats or other small animals	
First impound within one year	\$45
Second impound within one year	\$85
Third impound within one year	\$125
Impound or redemption – livestock, small	\$45
Impound or redemption – livestock, large	\$45 or actual cost of sheltering, whichever is greater
Kenneling at King County animal shelter – per 24 hours or portion thereof in-field pick-up of an owner's deceased unlicensed pet or pick-up of an unlicensed pet released voluntarily to the regional animal service section.	\$20
Owner-requested euthanasia (unlicensed pets)	\$50
Optional micro-chipping for adopted pets	\$25

6. MISCELLANEOUS

Type	2014 Fee
NSF (insufficient check)	\$25
Reports, copies, maps, etc.	
Accident reports, case reports	\$0.15/page
Ordinances, resolutions or findings	\$0.15/page
Copies or computer printouts	\$0.15/page
Audio or Electronic duplications	\$5 per tape or CD (other than budget documents)
Recording documents	Actual costs or \$100 minimum, whichever is greater
Note: any maps, plans, blueprints, as-built maps, or budget documents to be provided at cost. Other items not specifically listed will be charged at a rate that will reimburse the City's total cost of duplicating that item. Additionally, if any requested items are to be mailed, the cost of the envelope and postage shall be charged to the requestor.	
Use of City owned property, other than right-of-way, for event parking, storage or similar use	\$100/day
City Sponsored Event - Vendor Fees	
Food Vendor	\$30/day
Craft Vendor	\$30/day
Non-Profit Booth or Vendor	\$10/day

ATTACHMENT 2

City of Kenmore, Washington Revised 2013 Fee Schedule



Adopted by the City Council on June 24th, 2013

Resolution No. 13-219

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Note: Solid vertical lines (|) in the margins indicate a change and a plus sign (+) in the margin of the fee schedule indicates a new fee from the previous schedule.

1. BUSINESS REGISTRATION AND LICENCES

Business Registration	2013 Fee
General Business - New Application	\$10
General Business Renewal	\$10
Home Occupation - New Application	\$10
Home Occupation Renewal	\$10
The business registration program is managed through Washington State Department of Revenue. The City registration fee is in addition to the Department of Revenue fee, which currently is \$15 for new applications and \$9 for renewals.	

Business Licenses	2013 Fee
Adult Entertainment	
Device	\$50 each
Operator	\$500/year
Premises	\$200/year
Panoram Manager License	\$50/year
Adult Cabaret	
Operator	\$500/year
Cabaret Manager License	\$50/year
Cabaret Entertainer License	\$50/year
Adult Retail Business License	\$500/year
Dance	\$200/year \$100/six months \$50/day
Dance (non-profit, educational or City-sponsored)	Exempt
Live Entertainment: music (other than mechanical); boxing or wrestling; exhibition skating; video arcades; pool halls; bowling alleys; race tracks and drag strips (if attendance more than 2,000 at a single event). Covers more than one skating rink, shooting gallery.	\$200/year \$100/six months \$50/day
Amusement Parks – Permanent	
For one to 10 units, inclusive	\$200/year \$100/six months
For more than 10 units	\$400/year \$200/six months
Carnivals	
For one to 10 units, inclusive	\$40.00/day
For more than 10 units	\$100/day
Closing out sales	
Closing out sale license – original license	\$300/year
First 30-day renewal	\$200/year
Second 30-day renewal	\$200/year
Junk Shop License	\$300/year
Junk Wagon License	\$40/year
Massage Parlor/Bathhouse	\$150/year
Massage Practitioner	\$50/year

Theaters	\$100/each screen
Outdoor Musical Event (not sponsored by the City and with an admission fee)	\$750/year
Pawnbroker	\$500/year
Peddler/Solicitor	No fee
Secondhand dealer	\$40/year
Shuffleboard License	\$50/year
Renewal of License, registration or permit late penalty	10% of required fee
Transferability of license of permit	\$25

2. CODE ENFORCEMENT

Code Enforcement	2013 Fee
Inspection/Posting	\$50
Re-inspection	\$50
Abatement	Actual City costs
Abatement Hearing	\$360
Hearing Officer	\$215/hour
Notice of Violation Appeal Hearing	\$125
Removal of Declaration	\$20
Violation of a stop work order	\$500

Housing Code Enforcement	2013 Fee
Inspection/Posting	\$255/hour
Re-Inspection plus Notice and Order	\$510
Hourly Rate	\$255
Appeal Fee	\$150/each
Closing Fee	\$255
Contract Abatement Fee	\$15% of the contract
Late Fee	\$25% of amount due
Hearing Officer	\$215/hour

The following fees apply to all enforcement actions:	2013 Fee
Inspection Warrant	\$350/each
Attorney Fees	Rate per hour to be determined as established by the City Attorney contract for legal services
Paralegal Services	\$60/hour
Notary Services	\$10
Abatement	Actual cost of labor

3. COMPREHENSIVE PLAN AND DEVELOPMENT REGULATION AMENDMENTS

Type	2013 Fee
Prescreening/threshold review fee	\$200
Annual amendment cycle fee (applicants whose amendment proposals are approved for consideration by the City Council)	\$400

4. DEVELOPMENT SERVICES

General Fees	2013 Fee
Development Review Technology Fee Applies to development permits and is based on development plan review fees and permit fees, not to include impact fees or land use decisions.	3%
P-Suffix and other required site plan reviews	
Initial plan review	\$1,078
Each additional review for compliance, including signs and tenant improvements.	\$163
Amend adopted P-suffix conditions	\$2,241
Mobile home park and RV park plan review	\$3,561
Site plan application fee (Land-use permit associated to KMC 18.105)	\$364
Construction permit site plan review	\$100
Landscape and tree management plan review	
Initial plan review based on site area	
0 – 1 site acre	\$211
> 1 – 2 site acres	\$337
> 2 – 5 site acres	\$507
> 5 – 10 site acres	\$676
More than 10 site acres	\$1,352
Each plan revision review	\$324
Request for modification requiring public notice	\$673.00
Landscape and tree management inspections	
Landscape installation inspection	\$269
Landscape maintenance bond release inspection	\$269
Additional excessive reviews and inspection fees Applies to all development permits; additional plan review or inspections required by changes, additions or revisions to the plans or excess reviews of re-submittals will be billed at an hourly rate.	\$100/hour
Hourly fees throughout this section may be billed in ½ hour intervals	

Development Agreement	2013 Fee
Threshold review with City Council	\$200
Development Agreement requested by the applicant (proposal is approved for consideration by the City Council)	\$5,000 + City Attorney fees
Development Agreement requested by the City	No Fee

Pre-Application	2013 Fee
Pre-application review fee	No Fee

Zoning and Land Use	2013 Fee
Request for site specific rezone	\$3,000
Conditional use permits (CUP) and special use permits (SUP)	
Administrative CUP	\$3,633
SUP with public hearing	\$8,501
Daycare with 24 children or less	\$1,365
Request for time extension	\$146
Variances (including variances from KMC 18.55)	
Application review	\$2,500
Added fee when public hearing required	\$1,626
Request for time extension	\$146
Boundary line adjustment	\$574
Communications facility application fee	\$364
Accessory dwelling unit	\$50
Change of use (zoning only)	\$50
Reuse of closed public school facilities	\$1,400
Land use inspections	\$100/hour
Reasonable use exception	\$2,500
Public agency and utility exception	\$1,953
Zoning letter inquiry/request	\$100
Design review	\$100/hour

Subdivision – Preliminary Application Review	2013 Fee
Preliminary short subdivisions	
Short subdivision 4 lots or less	
Base fee	\$1,111
Plus per lot	\$140
Short subdivision 5 to 9 lots	
Base fee	\$7,033
Plus per lot	\$153
Revision to approved preliminary	\$898
Short subdivision alteration	\$1,245
Request for time extension	\$100
Preliminary subdivisions	
Initial application	
50 lots or less	
Base fee	\$12,955
Plus per lot	\$167
More than 50 lots	
Base fee	\$22,208
Plus per lot	\$37
Surcharge for applications utilizing lot clustering or flexible yard provisions (percent of initial fee)	10%
Major revision requiring new public hearing	\$3,886
Minor revisions submitted after preliminary approval (not necessitating additional hearings)	\$925
Request for time extension	\$100

Subdivision alterations or subdivision vacations	
With public hearing	\$3,886
Without public hearing	\$1,944
Supplemental fee – a surcharge for applications involving significant environmentally sensitive areas (percentage of total initial fee)	10%
Supplemental fee – remanded applications (percentage of initial fee)	50%
Binding site plan	
Building permit, as-built or site plan review based plan	\$4,862
Conceptual plan	\$5,733
Revision to a preliminary approved plan	\$1,112
Revision to a final binding site plan	\$1,996

Shoreline Management Permit	2013 Fee
Substantial development permit	
Total cost of proposed development:	
Up to \$10,000	\$1,280
\$10,001 to \$100,000	\$2,560
\$100,001 to \$500,000	\$6,399
\$500,001 to \$1,000,000	\$9,598
\$1,000,001 or more	\$12,797
Single family joint-use dock	\$2,560
Shoreline conditional use permit	
Non-forest practices	\$7,219
Forest practices	\$1,313
Shoreline variance	
Up to \$10,000 project value	\$2,166
\$10,001 or more project value	\$7,219
Shoreline re-designation	
Base fee	\$14,438
Per shoreline lineal foot	\$27.60
Maximum	\$54,144
Shoreline review of other permits or approvals for conditions	\$177
Shoreline exemption	\$276
Supplemental fees	
Request for an extension of a permit, calculated as a percentage of the original permit	20%
Shoreline permit revision, calculated as a percentage of the original permit	20%
Surcharge when public hearing required	12%
Minimum	\$2,048
Permit compliance inspections	
Hourly rate (including travel time)	\$100/hour
Plus per mile	\$0.50/mile

Special Reviews	2013 Fee
State Environmental Policy Act (SEPA) review	
Environmental checklist	
Base fee	\$600
After six hours	\$100/hour
Supplemental Determination of Nonsignificance (DNS), Mitigated Determination of Nonsignificance (MDNS), or Determination of Significance (DS) review	\$100/hour
MDNS deposit	\$1,313
Environmental Impact Statement (EIS) deposit – a percentage of total estimated cost	33%
Draft Environmental Impact Statement (DEIS), Final Environmental Impact Statement (FEIS), Supplemental Environmental Impact Statement (SEIS) or addenda preparation and review costs – including scoping, writing, editing, publishing, mailing, distributing and contract administration: All fixed and contract costs, and time costs, per hour	\$100/hour
Post MDNS, DEIS, FEIS or SEIS publication work preparing or consulting on staff reports, permit conditions or public hearing testimony, per hour	\$100/hour
Critical areas review	
Applicants will be eligible for a refund of the portion of the base fee that is less than the city's costs (including consultants, public notice (as necessary) and other associated expenses).	
Review of residential building permits, shoreline permits, individual short subdivision, boundary line adjustments and right-of-way use permits:	
Site review base fee	\$1,000
Plus, per hour	\$100/hour
Review of commercial building permits, grading permits, engineering permits, subdivisions, PUDs, declassifications, variances, conditional use permits and unclassified use permits:	
Site review base fee	\$1,000
Plus, per hour	\$100/hour
Flood plain determination – certificate of elevation	\$100
Plus, per hour	\$100/hour
Review of mitigation plan compliance, per hour	\$100/hour
Critical areas inspection	\$100/hour
Inspection and monitoring, per hour	\$100/hour
Appeals	
Appeals to the hearing examiner from decisions of the City	\$125
Departmental review of non-departmental permits	\$100/hour
Review and monitoring of master drainage plans, per hour	\$100/hour
Legal lot status request	\$200

Engineering: General Permitting & Inspections			2013 Fee
Parking review			
New or additional spaces			
	First 0-25 spaces		\$23/each space
	Next 26-50		\$20.70/each space
	Next 51-75		\$16.30/each space
	Next 76-150		\$16.30/each space
	Anything above 150		\$11.80/each space
	Minimum fee		\$296.10
Clearing			
0 – 5 site acres			
	Base fee		\$73.50
	Hourly fee		No fee
5.1 site acres or more			
	Base fee		\$367.50
	Hourly fee		\$100/hour
Field inspections			\$100/hour
Tree removal			\$73.50
Drainage review			
Residential drainage requirement review base fee			\$238
Small site drainage review			\$143
Targeted drainage review			\$234
Full drainage review			
Simplex review			\$293
Complex review			\$676
Commercial drainage plan review base fee			\$570
Total distributed area	Targeted drainage review #1, 2 and 3	Full drainage review and targeted drainage review for #4	
0 – .50 site acre	\$895	\$1,119	
.51 – 1 site acre	\$1,234	\$1,543	
1.1 – 2 site acres	\$2,255	\$2,819	
2.1 – 5 site acres	\$4,951	\$6,189	
5.1 – 10 site acres	\$5,964	\$7,456	
More than 10 acres	\$6,640	\$8,300	
Traffic impact analysis review			
Level 1 (10 P.M. peak hour trips or less)			\$337
Level 2 (11-75 P.M. peak hour trips)			\$800
Level 3 (Over 75 P.M. peak hour trips)			\$1,600
Road standards/drainage standards variance			\$200
Grading permit (based on the total of the two tables listed below)			
Table 1			
Volume	Base fee	Per 100 cubic yards	
0 to 500 cubic yards	\$0	+	
501 to 3,000 cubic yards	\$54	+	
3,001 to 10,000 cubic yards	\$339	+	
10,001 to 20,000 cubic yards	\$2,159	+	
20,001 to 40,000 cubic yards	\$3,319	+	
40,001 to 80,000 cubic yards	\$3,599	+	

80,001 cubic yards or more	\$4,239	+	\$0.60
Table 2			
Disturbed Area	Base fee	+	Per acre
Up to 1 acre	\$176	+	\$819.40
1.1 to 10 acres	\$381	+	\$614.30
10.1 to 40 acres	\$2,916	+	\$360.80
40.1 to 120 acres	\$10,428	+	\$176
120.1 to 360 acres	\$22,944	+	\$68.70
360.1 acres or more	\$34,716		\$36
Grading plan revision Hourly rate			\$100/hour
Grading permit operation monitoring (inspection)			
The operation monitoring fee shall be calculated by adding the applicable amount from the Annual Volume Table (below) to an amount equal to \$215 per acre distributed and not rehabilitated during the monitoring period, to a maximum of \$10,000.			
Annual Volume Table			
Volume deposited or removed	Base fee		Per 100 cubic yards
0 to 3,000 cubic yards	\$0	+	\$102.20
3,001 to 10,000 cubic yards	\$2,550	+	\$17.20
10,001 to 20,000 cubic yards	\$3,760	+	\$5.10
20,001 to 40,000 cubic yards	\$4,280	+	\$2.50
40,001 cubic yards or more	\$4,680	+	\$1.50
Reclamation bond release inspection			\$255
Re-inspection of non-bonded actions			\$225
Construction inspections			
Bond quantities worksheet amount (line T)	Initial fee + additional fee based on bond		
\$0 – \$30,000	\$213 + \$119 / \$1,000 bond		
\$30,001 – 120,000	\$2,253 + \$51 / \$1,000 bond		
\$120,001 or more	\$6,693 + \$1,400 / \$1,000 bond		
Addition inspection after 1 year	\$100/hour		
Maintenance bond inspections			
Bond quantities worksheet amount (line T)	Initial fee + additional fee based on bond		
\$0 – \$30,000	\$461 + \$15.30 / \$1,000 bond		
\$30,001 – 120,000	\$770 + \$5 / \$1,000 bond		
\$120,001 or more	\$1,166 + \$1.70 / \$1,000 bond		

Engineering: Subdivision Plan Review and Inspections		2013 Fee
Short subdivision engineering plan review		
Short subdivision 4 lots or less		
Base fee		\$2,087
Plus per lot		\$209
Short subdivision 5 to 9 lots		
Base fee		\$4,148
Plus per lot		\$209
Additional review in excess of initial fees		\$100/hour
Subdivision engineering plan review		
Subdivision 30 lots or less		
Base fee		\$6,209
Plus per lot		\$33.60
Subdivision 31 lots or more		
Base fee		\$6,710
Plus per lot		\$16.90
Revisions and re-submittals		
Each occurrence		\$119
Additional review in excess of initial fees		\$100/hour
Planned unit development engineering plan review		
30 units or less		
Base fee		\$6,209
Plus per unit		\$46.10
31 units or more		
Base fee		\$6,911
Plus per unit		\$22.70
Revisions and re-submittals		
Each occurrence		\$119
Additional review in excess of initial fees		\$100/hour
Conceptual binding site plan (including conceptual commercial binding site plan)		
Plan and profile base fee		\$4,132
Revisions and re-submittals		
Each occurrence		\$119
Additional review in excess of initial fees		\$100/hour
Subdivision final approval		
Final short subdivision 4 lots or less		\$1,922
Final short subdivision 5 to 9 lots		\$3,873
Final short subdivision alteration		\$714
Final subdivision 30 lots or less		
Base fee		\$5,825
Plus per lot		\$69.10
Final subdivision 31 lots or more		
Base fee		\$6,470
Plus per lot		\$47.60

Subdivision alteration	\$1,077
Modification of a recorded building envelope	\$541
Request for name change	\$192
Final planned unit development	\$4,530
Request for time extension	\$145
Request for name change	\$192
Final building site plan	\$3,081
Subdivision – post final fees	
Maintenance bond inspection	
Bond amount	Initial fee + additional fee based on bond
\$0 – \$30,000	\$461 + \$15.30 / \$1,000 bond
\$30,001 – 120,000	\$770 + \$5 / \$1,000 bond
\$120,001 or more	\$1,166 + \$1.70 / \$1,000 bond

Building Permits		2013 Fee
Building permit fees are based on valuation. The table below establishes the permit fee from the valuation. Valuation is determined by type of construction and square footage or from a contractor's bid. The most recent edition of the Building Safety Journal determines the type of construction and square footage factor.		
Total valuation	fee	
\$1 – \$500	\$23.50	
\$501 – \$2,000	\$23.50 for the first \$500 plus \$3.05 for each additional \$100 or fraction thereof, to and including \$2,000.	
\$2,001 – \$25,000	\$69.25 for the first \$2,000 plus \$14 for each additional \$1,000 or fraction thereof, to and including \$25,000.	
\$25,001 – \$50,000	\$391.25 for the first \$25,000 plus \$10.10 for each additional \$1,000 or fraction thereof, to and including \$50,000.	
\$50,001 – \$100,000	\$643.75 for the first \$50,000 plus \$7 for each additional \$1,000 or fraction thereof, to and including \$100,000.	
\$100,001 – \$500,000	\$993.75 for the first \$100,000 plus \$5.60 for each additional \$1,000 or fraction thereof, to and including \$500,000.	
\$500,001 – \$1,000,000	\$3,223.75 for the first \$500,000 plus \$4.75 for each additional \$1,000 or fraction thereof, to and including \$1,000,000.	
\$1,000,001 or more	\$5,608.75 for the first \$1,000,000 plus \$3.65 for each additional \$1,000 or fraction thereof.	
Building plan review		
Plan review fees shall be 65% of the building permit fee (this does not include other review type costs). If the plan is a "basic", as determined by the Building Official, the plan check fee shall be 25% of the permit fee.		
Additional plan review required for changes, additions or revisions to plans (minimum charge ½ hour)		\$100/hour
For use of outside consultants for plan review and inspections		Actual costs
Building code change in use or occupancy	Minimum 2 hour inspection charge (\$200) plus actual inspections at hourly rate (\$100/hour)	

Mobile homes	
Mobile home permit	\$216
Temporary mobile home permit	\$263
Temporary mobile home for hardship	\$263
Non-insignia mobile home inspection	\$263
Re-Roof permits	
Single family residential	\$94
Commercial and multi-family	Based on permit per fee valuation table
Special review of oversized buildings	\$138
Condominium conversion review	
Project fee	
1 to 30 units	\$667
31 to 99 units	\$1,665
100 or more units	\$3,332
Plus per unit	\$332
Special plan review	\$100/hour
Pre-inspections	
Fire or flood damage	\$311
Minimum housing or other code compliance	\$311
Relocation of structures	\$311
Demolition inspection	\$94
Re-inspection (Ordinance 00-0098)	\$100/hour
Inspections outside of normal hours	\$100/hour
Inspections for which no fee is specifically indicated	\$100/hour
Billboard alteration or relocation site review	\$667
Certification of permit completion	
Temporary occupancy certificate, per building or tenant space	\$284
Final occupancy certification when more than one building permit, each additional building	\$284
Final occupancy certification for individual condominium or other portions of buildings, per unit	\$128
Letter of completion for shell construction permits when more than one building permit, each additional building	\$284
Extension and renewal	
Extensions for final inspection only	
Single family residential	\$100
All other permits	\$100
All other extensions or renewals (including temporary reinstatement)	
Single family residential and all other permits	\$100
Temporary mobile home	\$131
Temporary hardship mobile home	\$119

Plumbing Permits		2013 Fee
Commercial and Multi-family (Non one- and two-family dwellings and townhouses)	Based on actual valuation of all fixtures materials and installation as submitted and determined by the Building Official. When plan review is required, as determined by the Building Official, the plan review fee for all permits will be 65% of the permit fee.	
New one- and two-family dwellings and townhouses		\$225/dwelling
Alterations or additions to one- and two-family dwellings and townhouses		Based on the table below
Base fee		\$23.50
Plus:		
For each plumbing fixture on one trap or set of fixtures on one trap		\$10/each
Roof drain		\$10/each
Electric water heater		\$10/each
Grease trap		\$10/each
Alteration or repair of water piping or water treating equipment		\$10/each
Back flow devices (other than atmospheric vacuum breakers)		\$10/each
Other		\$10/each

Mechanical Permits		2013 Fee
Commercial and Multi-family (Non one- and two-family dwellings and townhouses)	Based on actual valuation of all fixtures materials and installation as submitted and determined by the Building Official. When plan review is required, as determined by the Building Official, the plan review fee for all permits will be 65% of the permit fee.	
New one- and two-family dwellings and townhouses		\$225/dwelling
Alterations or additions to one- and two-family dwellings and townhouses		Based on the table below
Base fee		\$23.50
Plus:		
Furnaces		
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 (29.3 kW)		\$14.80
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)		\$18.20
For the installation or relocation of each floor furnace, including vent		\$14.80
For the installation or relocation of each suspended heating, recessed wall heater or floor-mounted unit heater		\$14.80

Appliance vent	
For the installation, relocation or replacement of each appliance vent installed and not included in an appliance permit	\$7.25
Repairs, alterations and additions	
For the repair or alteration of, or addition to 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	\$13.70
Boilers, compressors and absorption systems	
For the installation and relocation of each boiler or compressor to and including 3 horsepower (10.6 kW) to and including 15 horsepower (52.7 kW), or each absorption system to and including 100,000 Btu/h (29.3 kW)	\$14.70
For the installation and relocation of each boiler or compressor to and including 3 horsepower (10.6 kW) to and including 15 horsepower (52.7 kW), or each absorption system over 100,000 Btu/h (29.3 kW) to and including 500,000 Btu/h (146.6 kW)	\$27.15
For the installation and relocation of each boiler or compressor over 15 horsepower (52.7 kW) to and including 30 horsepower (105.5 kW), or each absorption system over 500,000 Btu/h (146.6 kW) to and including 1,000,000 Btu/h (512.9 kW)	\$37.25
For the installation or relocation of each boiler or compressor over 30 horsepower (105.5 kW) to and including 50 horsepower (176 kW), or each absorption system over 1,000,000 Btu/h (293.1 kW) to and including 1,750,000 Btu/h (512.9 kW)	\$55.45
For the installation or relocation of each boiler or compressor over 50 horsepower (176 kW), or each absorption system over 1,750,000 Btu/h (512.9 kW)	\$92.65
Air handlers	
For each air-handling unit to and including 10,000 cubic feet per minute (cfm) (4719 Us), including ducts attached thereto. Note: this fee does not apply to an air-handling unit which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere in the Mechanical Code)	\$10.65
For each air-handling unit over 10,000 cfm (4719 Us)	\$18.10
Evaporative Coolers	
For each evaporative cooler other than the portable type	\$10.65
Ventilation and exhaust	
For each ventilation fan connected to a single duct	\$7.25
For each ventilation system which is not a portion of any heating or air conditioning system authorized by a permit	\$10.65
For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood	\$10.65

Incinerators		
For the installation or relocation of each domestic-type incinerator		\$18.20
For the installation or relocation of each commercial or industrial-type incinerator		\$14.50
Gas piping		
Gas pipe (1-5 outlets)		\$10.65
Gas pipe (outlets over 5)		\$1/each
Miscellaneous		
For each appliance of 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 table		\$10.65
Gas water heater		\$10.65
Transportation Impact Fees		
	ITE Code	2013 Fee
Single family residence	210	\$8,434.02/unit
Multi-family	220	\$5,462.31/unit
Per peak hour trip		
General light industrial	110	\$11.93/sq. ft.
Manufacturing	140	\$9.01/sq. ft.
Mini-warehousing	151	\$3.16/sq. ft.
Condominium/townhouse	230	\$4,581.29/unit
Mobile home park	240	\$4,926.81/unit
Hotel	310	\$5,650/unit
Motel	320	\$4,500.85/unit
Marina	420	\$1,411.92/berth
Golf course	430	\$2,298.31/acre
Movie Theater	444	\$28.79/sq. ft.
Racquet club	492	\$4.76/sq. ft.
High School	530	\$4.61/sq. ft.
Church	560	\$5.81/sq. ft.
Hospital	610	\$14.10/sq. ft.
Nursing home	620	\$1,466.32/bed
General office building	710	\$18.15/sq. ft.
Medical-dental building	720	\$42.74/sq. ft.
Shopping center	820	\$9.30/sq. ft.
Restaurant	932	\$49.66/sq. ft.
Fast food restaurant without drive through	933	\$64.58/sq. ft.
Fast food restaurant with drive through	934	\$83.91/sq. ft.
Gas station	944	\$33,765.80/pump
Gas station with convenience store	945	\$25,533.86/pump
Supermarket	850	\$28.62/sq. ft.
Convenience market	851	\$62.64/sq. ft.
Drive-in bank	912	\$83.99/sq. ft.
Park Impact Fees		2013 Fee
Single family residence		\$2,537/unit
Multi-family		\$1,658.82/unit
Mobile home		\$788.25/unit

Fire Department Review	2013 Fee
The fire review fee will be assessed per the approved contract with the Northshore Fire District #16 for all single family, multi-family and commercial projects.	

Limited Right-of-Way Permits	2013 Fee
Type A permit may be issued for activities within the right-of-way which will alter the surface or subsurface of the right-of-way. Examples include: - Open cut trenching - Culvert installation - Driveways - Shoulder improvements - Sidewalks - Above ground pedestals or utility boxes - Paving operations in right-of-way - Landscaping - Beautification (no fee)	
Application fee (includes review and 1 hour inspection)	\$200
Inspections in excess of 1 hour	\$100/hour
Type B permit may be issued for temporary use of the right-of-way (24 hours or less) for activities that will not alter the right-of-way surface or subsurface. Examples include: - Parade - Block party - Temporary parking - Temporary storage of dumpster/storage container	
Application fee (includes review and inspection)	\$75
Type C permit may be issued for temporary use of the right-of-way (more than 24 hours) for activities that will not alter the right-of-way surface or subsurface. Also includes activities that require traffic plan and traffic plan review. Examples include: - Street closures - Extended storage in the right-of-way - Commercial activities in the right-of-way - Right-of-way used as construction site for private development	
Application fee (includes 1 hour inspection)	\$150
Inspection in excess of 1 hour	\$100/hour
Use fee	$\text{Fee} = (\text{use area}) \times \$20 \text{ per sq. ft.} \times \text{days of usage} / 365$ or a minimum of \$100, whichever is greater

Access Right-of-Way Permits	2013 Fee
Application fee (includes 1 hour review and 1 hour inspection)	\$200
Review fee in excess of 1 hour	\$100/hour
Inspection fee in excess of 1 hour	\$100/hour
Use fee	
Open to the public	No fee
Limited (not open to the public)	$\text{Fee} = (\text{use area}) \times \text{value} \times 25\%$ or a minimum of \$100, whichever is greater
*value of adjacent land (in area, sq ft) according to the County Assessor records	

Encroachment Right-of-Way Permits	2013 Fee
Application fee (includes 1 hour review and 1 hour inspection)	\$200
Review fee in excess of 1 hour	\$100/hour
Inspection fee in excess of 1 hour	\$100/hour
Use fee	Fee = (use area) x value* x No. of Years x 12% or a minimum of \$100 whichever is greater
*value of adjacent land (in area, sq ft) according to the County Assessor records	

Utility franchise Right-of-Way Permits	2013 Fee
Application fee	\$200
Review fee	\$100/hour
Inspection fee	\$100/hour
Use fee	No fee

State Route 522 driveway connection permit	2013 Fee
Fee structure. The following nonrefundable fee structure is established for the processing, review and inspection of the connection permit application. A description of each category can be found in section 12.85.040 of the KMC. Due to the potential complexity of Category II and Category III connection proposals, and required mitigation measures that may involve construction on SR 522, the city may require a developer agreement in addition to the connection permit. The developer agreement may include, but is not limited to: plans; specifications; maintenance requirements; bonding requirements; inspection requirements; division of costs by the parties, where applicable; and provisions for payment by the applicant of actual costs incurred by the city in the review and administration of the applicant's proposal that exceed the required base fees in the following schedule:	
Category I – Base fee for one connection:	
• Agricultural, forest, utility operation and maintenance	\$50
• Residential dwelling units (up to 10)- single connection	\$50/dwelling
• Other, with 100 average weekday vehicle trip ends	\$500
• Fee per additional connection point	\$50
Category II – Base fee for one connection:	
• Less than 1,000 average weekday vehicle trip ends	\$1,000
• 1,000 to 1,500 average weekday vehicle trip ends	\$1,500
• Fee per additional connection point	\$250
Category III - Base fee for one connection:	
• 1,500 to 2,500 average weekday vehicle trip ends	\$2,500
• Over 2,500 average weekday vehicle trip ends	\$4,000
• Fee per additional connection point	\$1,000
Category IV – Base fee per connection:	
	\$100
Surety Bond. Prior to the beginning of construction of any connection, the city may require the permit holder to provide a surety bond as specified in WAC 468-34-020(3).	

Special Event Permit	2013 Fee
Application fee	\$100

5. ANIMAL CARE AND CONTROL

Animal License and Registration	2013 Fee
Pet license – dog or cat	
Unaltered	\$60
Altered	\$30
Juvenile pet license – dog or cat	\$15
Discounted pet license – dog or cat	\$15
Replacement tag	\$5
Transfer fee	\$3
Guard dog registration	\$100
Exotic pet	
New	\$500
Renewal	\$250
Service animal	No fee
K-9 police dog	No fee
Late fees	
Received 45-90 days following license expiration	\$15
Received 90-135 days following license expiration	\$20
Received more than 135 days following license expiration	\$30
Received more than 365 days following license expiration	\$30 plus license fee(s) for any previous year pet was unlicensed

Animal Business and Activity Permits	2013 Fee
Hobby kennel and hobby cattery license	\$50
Private animal placement permit	No fee

Civil Penalties	2013 Fee
General	
No previous similar code violation within one year	\$50
One previous similar code violation within one year	\$100
Two previous similar code violation within one year	Double the rate of the previous penalty, up to a maximum of \$1,000.
Vicious animal or animal cruelty violations	
First violation within one year	\$500
Subsequent violations within one year	\$1,000
Dog leash law violations	
First violation within one year	\$25
Additional violation within one year	\$50
Animal abandonment	\$500
Unlicensed cat or dog	
Altered cat or dog	\$125
Unaltered cat or dog	\$250

Service Fees	2013 Fee
Adoptions—including licensing and spaying or neutering or the animal	\$75-\$250 based upon adoptability/animal
Spay or neutering deposit	\$150/animal
Impound or redemption – dogs, cats or other small animals	
First impound within one year	\$45
Second impound within one year	\$85
Third impound within one year	\$125
Impound or redemption – livestock, small	\$45
Impound or redemption – livestock, large	\$45 or actual cost of sheltering, whichever is greater
Kenneling at King County animal shelter – per 24 hours or portion thereof in-field pick-up of an owner's deceased unlicensed pet or pick-up of an unlicensed pet released voluntarily to the regional animal service section.	\$20
Owner-requested euthanasia (unlicensed pets)	\$50
Optional micro-chipping for adopted pets	\$25

6. MISCELLANEOUS

Type	2013 Fee
NSF (insufficient check)	\$25
Reports, copies, maps, etc.	
Accident reports, case reports	\$0.15/page
Ordinances, resolutions or findings	\$0.15/page
Copies or computer printouts	\$0.15/page
Audio or Electronic duplications	\$5 per tape or CD (other than budget documents)
Recording documents	Actual costs or \$100 minimum, whichever is greater
Note: any maps, plans, blueprints, as-built maps, or budget documents to be provided at cost. Other items not specifically listed will be charged at a rate that will reimburse the City's total cost of duplicating that item. Additionally, if any requested items are to be mailed, the cost of the envelope and postage shall be charged to the requestor.	
Use of City owned property, other than right-of-way, for event parking, storage or similar use	\$100/day
City Sponsored Event - Vendor Fees	
Food Vendor	\$30/day
Craft Vendor	\$30/day
Non-Profit Booth or Vendor	\$10/day



City Of Kenmore, Washington

Memorandum

Date: November 1, 2013

To: Rob Karlinsey, City Manager

From: Bryan Hampson, Development Services Director 

Re: Continuous Improvement Process

Background: As an ongoing effort to improve our city services and processes and to be competitive in the region, we decided to explore further improvements to our permitting processes. Following Kitsap County's lead, we led a Lean process focused on our short plat application process. In 2012, Kitsap County trail blazed the way by being the first development department in our area to conduct a Lean event on a permitting process. Their process focused on improving the single-family permitting process and resulted in cutting approval times for single-family residential permits from as much as seven weeks to five days.

Setup: We established an internal team, Samantha Loyuk, Planning Assistant, Kathleen Hicks, Permit Specialist, Zack Richardson, Civil Engineer, Jeff LaFlam, Fire Marshal, Mark Schwarzwalter, Building Inspector, Andrew Bauer, Planner, Nancy Meehan, Administrative Assistant, Angelo Bonomi, Code Compliance Officer, and me. The first meeting with the team was spent identifying the current steps in our short plat application process. We identified seven major components in the short plat process (1. Inquiry, 2. Pre-app, 3. Preliminary, 4. Engineering and Inspection, 5. Final Plat, 6. Building and Inspection, and 7. Maintenance and Monitoring). It took three more meetings with the team to identify each step within each component. Using Kitsap County's idea, each step was identified using sticky notes, posted sequentially on the wall. This method provided a clear map and valuable visual aid of the entire process. When Kitsap County performed this step they identified roughly 100 steps within the building component alone. Our entire process started with 330 steps.

As the internal team prepared for the Lean event, a builders group that consisted of local builders, citizens and architects was formed. These members included Kacia Kelly, Lennar NW, Marjke Van Stichel, Lennar NW, Joy Henderson, Lennar NW, Bill Leak, Bales Restoration, Jeff Price, Riverside Architecture, Eric Clarke, REO Consultants, Kelly Price, MainStreet Property Group, and Andy Shepherd, DR Horton. By including professionals in the field, we knew we could gain a variety of perspectives to help contribute to our overall goal.

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Lean Event: The Lean event was conducted on September 19, 2013. It consisted of an all day event with lunch catered by Bales Restoration and facilitated by John Marshall from Results Driven. We started with introductions and opening discussions before beginning the exercise. The group was eager to begin discussions, everyone engaged in conversation and many great ideas were presented during this time. For the event, each component involved a city representative going through and explaining each step of our current process, and group discussions and suggestions. After each major step of the seven identified, the group discussed challenges suggested improvements and examples of processes from other jurisdictions. We discussed what worked well, what didn't and what would be ideal for the customer (builders and developers) and the City. The Lean event was an overwhelming success. Approximately 20 areas of improvement were identified with over 50 suggestions to improve our process.

Now and Next Steps: With the help of John Marshall we have captured the areas of improvements needed. He is in the process of completing his report. In turn the department is drafting an implementation strategy to be shared with the builders group. The department's Lean report will identify new value steps, the overall reduction in number of steps, an implementation strategy with priorities and success actions, and an updating plan. Although this effort was focused on the short plat process it will also translate into improvements in other types of permits.