



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

Call to Order

Flag Salute

Roll Call

Late Changes to the Agenda

- [1.](#) Approve to switch elevator maintenance contract company

Minutes of Previous Meeting(s)

- [2.](#) Approve 9-17-18 minutes

Citizen Communication

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

Old Business

New Business

- [3.](#) Proposed Administrative Fee Schedule
- [4.](#) Proposed Building Permit Fee Schedule
- [5.](#) Draft Business License Ordinance
- [6.](#) Draft Business License Resolution

Mayor's Comments

Attorney's Comments

Council's Comments

Public Works Department Report

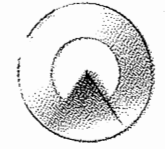
Town Clerk's Report

Pay Bills on Behalf of the Town

Executive Session

Adjourn

Scan Copy



Schindler

Schindler Inspection

SCHINDLER ELEVATOR CORPORATION
1530 Timberwolf Drive
Holland, OH 43528-9161
Phone: 419-867-5189
Fax: 419-867-5176

Date: August 20, 2012

Estimate Number: LHUS-8PXSL7 (2012.3)

To:
Yacolt Town Hall
202 W Cushman St
Yacolt, WA 98675

Building Name:
Yacolt Town Hall

Attn: Pete Roberts

EQUIPMENT DESCRIPTION

Qty	Manufacturer	Equipment	Application Description	Rise/Length		Capacity	Speed	Install#
				Openings				
1	Schindler	Hydraulic Passenger	ELEV 01	2F/0R		2100	125	G0579

SCHINDLER ELEVATOR CORPORATION ("Schindler", "we", "us") 1530 Timberwolf Drive, Holland, OH 43528-9161, and **YACOLT TOWN HALL**, 202 W Cushman St, Yacolt, WA 98675 ("you") agree as follows:

INSPECTION COVERAGE

We will:

- Periodically examine, lubricate, adjust, and as needed, recommend the repair or replacement of the Equipment
- Report to you any necessary repairs discovered by us in the performance of such inspections
- Upon your request, provide you with a proposal for necessary repairs at our standard billing rates
- Perform safety testing

TESTING OF SAFETY DEVICES

<u>Equipment</u>	<u>Test</u>	<u>Frequency</u>
Hydraulic	Pressure/Relief Valve	Annually

Our testing responsibilities do not include fees or changes imposed by local authorities in conjunction with witnessing, witnessing costs, inspecting, assisting inspection authorities, licensing or testing the Equipment including observation of testing by 3rd parties; changes in the testing requirements after the initial start date of this Agreement, or any other testing obligations other than as specifically set forth above. Since these tests may expose the equipment to strains well in excess of those experienced during normal operation, Schindler will not be responsible for any damage to the equipment or property, or injury to or death of any persons, resulting from or arising out of the performance of these tests. Further, our testing responsibilities do not include performance, or the keeping of records related to, monthly firefighters service.

PAYMENT OPTIONS

(1) Please select a Method of Payment:

Direct Debit 1% Discount (Attach Copy of voided check)

Credit Card 3% Addition

Visa MC AMEX

Number: _____

Expiration Date: _____

Signature: _____

Check

Other: _____

(2) Please select a Payment Frequency (Other than Annual):

Semi-Annual 1% Addition

Quarterly 3% Addition

Monthly 5% Addition

TERMS AND CONDITIONS

1. This is the entire Agreement between us, and no other terms or conditions shall apply. This service proposal does not void or negate the terms and conditions of any existing service agreement unless fully executed by both parties. No services or work other than specifically set forth herein are included or intended by this Agreement.
2. You retain your responsibilities as Owner and/or Manager of the premises and of the Equipment. You will provide us with clear and safe access to the Equipment and a safe workplace for our employees as well as a safe storage location for parts and other materials to be stored on site which remain our property, in compliance with all applicable regulations related thereto, you will inspect and observe the condition of the Equipment and workplace and you will promptly report potentially hazardous conditions and malfunctions, and you will call for service as required; you will promptly authorize needed repairs or replacements outside the scope of this Agreement, and observe all testing and reporting responsibilities based upon local codes. You will not permit others to work on the Equipment during the term of this Agreement. You agree that you will authorize and pay for any proposed pre-maintenance repairs or upgrades (including any such repairs or upgrades proposed during the first 30 days of this agreement), or we will have the option to terminate this Agreement immediately, without penalty to us. You agreed to post and maintain necessary instructions and / or warnings relating to the equipment.
3. We will not be liable for damages of any kind, whether in contract or in tort, or otherwise, in excess of the annual price of this Agreement. We will not be liable in any event for special, indirect or consequential damages, which include but are not limited to loss of rents, revenues, profit, good will, or use of Equipment or property, or business interruption.
4. Neither party shall be responsible for any loss, damage, detention or delay caused by labor trouble or disputes, strikes, lockouts, fire, explosion, theft, lightning, wind storm, earthquake, floods, storms, riot, civil commotion, malicious mischief, embargoes, shortages of materials or workmen, unavailability of material from usual sources, government priorities or requests or demands of the National Defense Program, civil or military authority, war, insurrection, failure to act on the part of either party's suppliers or subcontractors, orders or instructions of any federal, state, or municipal government or any department or agency thereof, acts of God, or by any other cause beyond the reasonable control of either party. Dates for the performance or completion of the work shall be extended by such delay of time as may be reasonably necessary to compensate for the delay.
5. You will assign this Agreement to your successor in interest, should your interest in the premises cease prior to the initial or any renewal termination date. If this Agreement is terminated prematurely for any reason, other than our default, including failure to assign to a successor in interest as required above, you will pay as liquidated damages (but not penalty) one-half the remaining amount due under this Agreement.
6. The Equipment consists of mechanical and electrical devices subject to wear and tear, deterioration, obsolescence and possible malfunction as a result of causes beyond our control. The services do not guarantee against failure or malfunction, but are intended to reduce wear and prolong useful life of the Equipment. We are not required to perform tests other than those specified previously, to install new devices on the equipment which may be recommended or directed by insurance companies, federal, state, municipal or other authorities, to make changes or modifications in design, or to make any replacements with parts of a different design. We are responsible to perform such work as is required due to ordinary wear and tear. We are not responsible for any work required, or any claims, liabilities or damages, due to: obsolescence; accident; abuse; misuse; vandalism; adverse machine room conditions (including temperature variations below 60 degrees and above 90 degrees Fahrenheit) or excessive humidity; overloading or overcrowding of the Equipment beyond the limits of the applicable codes; adverse premises or environmental conditions, power fluctuations, rust, or any other cause beyond our control. We will not be responsible for correction of outstanding violations or test requirements cited by appropriate authorities prior to the effective date of this agreement.
7. Invoices (including invoices for extra work outside the fixed price) will be paid upon presentation, on or before the last day of the month prior to the billing period. Late or non-payments will result in:
 - (a) Interest on past due amounts at 1½% per month or the highest legal rate available;
 - (b) Termination of the Agreement on ten (10) days prior written notice; and
 - (c) Attorneys' fees, cost of collection and all other appropriate remedies for breach of contract.
8. If either party to this Agreement claims default by the other, written notice of at least 30 days shall be provided, specifically describing the default. If cure of the default is not commenced within the thirty-day notification period, this Agreement may be terminated. In the event of litigation, the prevailing party will be entitled to its reasonable attorneys' fees and costs.

INVOICE



Local Office
Schindler Elevator Corporation
13122 NE DAVID CIR STE 400
PORTLAND OR 97230-1706

Invoice Number 8104891885
Invoice Date 10/01/2018
Billing ID 5000184787
Purchase Order No

Bill to
TOWN OF YACOLT
PO BOX 160
YACOLT WA 98675

Sales Contact Adam Moorehead
Field Contact Vaibhav Shah
Telephone 503 286 9799
Fax 503 286 9489

Service Contract 4100078270 **Service** Monthly Billing
Period 10/01/2018 - 10/31/2018

Federal Tax ID 34 127 0056
DUNS Number 09 480 9993
Service Type Inspection Service

Service Location
YACOLT TOWN HALL
202 W CUSHMAN ST
YACOLT WA 98675-5410

Contract Price	85.21
Subtotal	85.21
Tax	0.00
Invoice Amount	7.16
	\$92.37

Applied unless an exemption certificate is on file

Terms: **NET PAYABLE UPON RECEIPT**

REMITTANCE

Please return this portion with your payment

Payer
TOWN OF YACOLT
PO BOX 160
YACOLT WA 98675

Invoice Number 8104891885
Invoice Date 10/01/2018
Billing ID 5000184787
Service Contract 4100078270

Remit to
Schindler Elevator Corporation
P.O.Box 93050
Chicago, IL 60673-3050

*Use this address for payments only.
Direct calls and correspondence to
our Local Office above. Please
check applicable payment enclosed.*

INVOICE AMOUNT **\$92.37** ----

* Invoices not paid within 30 days are subject to a service charge of 1.5% per month, or the maximum permitted by law.

Seller represents that with respect to the production of the articles and/or the performance of the services covered by this invoice, it has fully complied with the Fair Labor Standards Act of 1938, as amended.

Proposal date: 10/1/2018

This quote is valid for (60) days from proposal date.

Customer: Town Of Yacolt
 C/O Dawn Salisbury
 P.O. Box 160
 Yacolt, WA 98675

Site address: Yacolt Town Hall
 202 W. Cushman Street
 Yacolt, WA 98675

Willamette Elevator agrees to provide Oil and Grease service, as outlined below, on the following equipment.

Type	Manufacturer	Landings	State ID number
Hydraulic	Schindler	2	108974

Willamette Elevator's scope of work

- Periodically clean and lubricate the equipment.
- Provide minor adjustments during scheduled service.
- Provide, upon request, adjustments, repairs and trouble-call service at our standard billing rates for labor and materials if trouble should develop with the equipment and you notify us of such trouble.
- Furnish the following consumable supplies: lubricating oil, grease and other lubricants, rags, cleaning materials, rope preservatives. Hydraulic fluid is specifically excluded.
- Quarterly firefighters service tests are included.
- Annual pressure relief tests (cat 1) are included.
- Annual governor and car safety tests (cat 1) are included. 5 year safety test (cat 5) are specifically excluded.

Contract clarifications

Willamette Elevator does not assume any liability for accidents to persons or property except those directly due to our sole negligence. If such an event occurs that is not directly due to our sole negligence, you agree to defend, indemnify and hold us harmless.

Willamette Elevator does not assume control or possession of the equipment, but this will remain yours solely.

Your responsibility includes, but is not limited to, instructing or warning passengers in the proper use of the equipment, taking the equipment out of service when it becomes unsafe or operates in a manner that might cause injury to a user, promptly reporting to us any accidents or any condition which may need attention.

You will prohibit anyone other than Willamette Elevator to make changes, adjustments or repairs to the equipment.

You will provide us unrestricted access to the equipment.

You will provide a safe workplace for our personnel. This includes keeping the workplace free of hazardous materials and keeping the elevator related areas free of water and unrelated material and debris.

You will ensure that machine rooms are properly ventilated, and humidity and temperature controlled in the 55 -80 Degree Fahrenheit range as mandated by ANSI A17.1 code.

You will maintain all signage related to operation and warnings of the equipment.

Willamette Elevator is not responsible for damage to the equipment as a result of safety tests that impose stresses on the equipment that are greater than normal operation.

Willamette Elevator is not responsible for telephones, intercoms, signaling systems, emergency power systems, security systems, smoke or heat sensors, unless installed by Willamette Elevator.

Willamette Elevator is not responsible for events causing pollution or environmental analysis, reporting, cleaning, or improvements imposed by any agency or party. If such action is required, you agree to fully compensate us for the costs incurred.

Willamette Elevator is not responsible to modernize, update or further upgrade the equipment or its operation due to insurance company directives or governmental authorities. We will also not be responsible to make any replacements with parts of a different design or type.

Terms and conditions

The term of this contract is for five (5) years from the commencement date and will continue for additional five (5) year periods, at each five year anniversary. Either party may terminate this contract at the end of the first five (5) years or at the end of any subsequent five (5) year period by giving ninety (90) days written notice, prior to the anniversary date.

Willamette Elevator will provide trouble call service 24-hours, 7 days a week. If you request service or repair work you will be billed at our standard billing rates for labor and materials.

Under no circumstances will Willamette Elevator be responsible or liable for any loss damage, detention, or delay caused by accidents, strikes, lockouts, fire, floods, act of government, act of God, riot, insurrection, or any other cause that is unavoidable or beyond our reasonable control.

Under no circumstances will Willamette Elevator be responsible or liable for any consequential, indirect or special damages including, but not limited to, fines, penalties, business opportunity or profit loss, loss of equipment or property.

In the event of breach of this contract, including the failure by purchaser to pay the price when due, Willamette Elevator may at its option declare all sums immediately due and payable due or to become due under this contract for the unexpired term of the contract and purchaser agrees that Willamette Elevator is discharged from any further obligations to perform. Any monies due shall bear interest at the maximum rate allowed by law. Interest when not paid shall compound where permitted by law. In the event legal or other action is instituted by Willamette Elevator to collect any money due it under this contract or damages for its breach, it shall be entitled to recover all third party collection expenses, attorney's fees and costs incurred by it with interest in conjunction with such action whether or not a lawsuit is filed or concluded. Disputes will be resolved to the maximum extent possible by good faith negotiations. If a dispute is not settled, then any controversy or claim arising out of or in relation to this contract shall be settled in accordance with the Commercial Arbitration rules of the American Arbitration Association and judgment upon the award may be entered in any court having jurisdiction thereof. In cases of monetary disputes, the parties shall each make their "best and final" offers and the Arbitrator(s) shall select either one or the other of the offers without proration. The non-prevailing party shall pay the Arbitrator(s) fees. During the pendency of such dispute, purchaser will pay Willamette Elevator any undisputed sums or, if same be in dispute, such reasonable value as would normally be attributable to the work and final value of the work including the disputed amounts if the dispute is ruled in Willamette Elevator's favor. If the disputed amount(s) are not so decided in Willamette Elevator's favor, then Willamette Elevator shall remit back to purchaser any excess sums paid.

In the event the purchaser's acceptance is in the form of a purchase order or other kind of document, the provisions, terms and conditions of this agreement shall govern in the event of conflict.

Contract payments

Pricing for our service is: \$295.00 . Due in Quarterly increments.

This service shall commence on: _____.

Payments are due on the first day of the month of each billing period, starting on the commencement date.

You are also responsible for any sales tax imposed on us, and to pay an interest charge of 1 ½ % per month on any past due balance for more than 30 days past due. You are responsible for any and all legal costs incurred by us to collect overdue amounts.

Price adjustments

The agreement price will be adjusted annually by the percentage of increase or decrease in interest and labor costs. The basis for these future adjustments is the straight time hourly labor rate paid to Elevator Constructor Mechanics in the locality where the equipment is to be maintained. The straight time hourly rate for Elevator Constructor Mechanics shall be the actual hourly rate paid to such mechanics, plus payroll taxes, insurance and fringe benefits which include, but are not limited to, travel, per diem, pensions, vacations and paid holidays. This price shall not exceed 3% annually.

Contract exclusions

Smoke and heat detector testing are not included.

Emergency power operation testing is not included.

Frequency of service visits

Quarterly

Entire contract

This contract, including the provisions contained herein, when accepted by you and approved by us, will constitute the entire contract between us for the services to be provided hereunder. Purchase orders issued by you are deemed to be issued for your administrative or billing purposes only, and that this contract will entirely dictate the service to be provided.

Willamette Elevator Guarantee

If we fail to perform our obligations under the provisions of this agreement, you may terminate this agreement by providing us thirty (30) days written notice.

By _____

By _____
Title _____ Date _____

Approved by
Willamette Elevator
By _____
Title _____ Date _____

**Town of Yacolt
Town Council Minutes
Monday, September 17, 2018
7:00 PM
Town Hall**

Call to Order

Flag Salute

Roll Call

PRESENT

Council Member Tami Bryant
Council Member Amy Boget
Council Member Malita Moseley
Council Member Herb Noble

ABSENT

Mayor Vince Myers
Council Member Rhonda Rowe-Tice

Motion to excuse absent members made by Council Member Boget, Seconded by Council Member Moseley.

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

Motion carried

Late Changes to the Agenda

Minutes of Previous Meeting(s)

1. Approve Minutes from 9/4/2018 Meeting

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

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

Motion carried

Citizen Communication

Dennis Chrisman- 305 N Pine requested more time to clean up nuisance property. Council approved an additional 30 days. Mr. Chrisman to update council on 10/15/18 meeting.

Old Business

- 2. Capital Facilities Plan 2013

Clerk and Public Works Director working with Clark County updating plan.

- 3. Yacolt Library- Use of Cell #3.

Library has use of cell 3 according to their lease agreement.

New Business

- 4. PROCLAMATION FOR CONSTITUTION WEEK- Approve Mayor Pro Tem to sign proclamation.

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

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

Motion carried.

Mayor's Comments

Attorney's Comments

Council's Comments

Council member Boget informed of AWC Regional meeting Oct 24th being held in Kalama.

Council member Noble checking with CTRAN to attend our 11/5 or 11/19 meeting.

Public Works Department Report

Brackets will be done next week for signs

Town Clerk's Report

Event dates for 2019.	Easter Egg Hunt	4/20/2019
	Sidewalk Chalk Contest	6/28 & 6/29/2019
	Bigfoot Fun Run	6/29/2019
	Parade & Fireworks	7/4/2019
	National Night Out	8/6/2019
	Christmas Tree Lighting	12/1/2019

Pay Bills on Behalf of the Town

Motion to pay bills on behalf of Town

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

Motion carried

Executive Session

5. Executive Session - Possible Litigation

Mayor Pro Tem Bryant adjourned regular meeting at 7:26 pm to go into executive session.

Mayor Pro Tem Bryant reconvened regular council meeting at 7:41 pm.

Adjourn

Mayor Pro Tem Bryant adjourned meeting at 7:41 pm.

Vince Myers, Mayor

Dawn Salisbury, Clerk

Current Expense	7605.93
Streets	2529.50
Cemetery	120.53
REET	
Storm Water	8.56
Claims	10,143.99
Payroll	

2018 Administrative Fee Schedule

Department	Fee Type	Fee Description	2018 Fee	Notes
City Wide	Administrative	Copy Charge per Page 8.5 X 11	\$ 0.15	
City Wide	Administrative	Copy Charge Double Sided per Side 8.5 X 11	\$ 0.15	
City Wide	Administrative	Color Copy Charge per Page 8.5 X 11	\$ 0.40	
City Wide	Administrative	Color Copy Charge Double Sided per Side 8.5 X 11	\$ 0.40	
City Wide	Administrative	Copy Charge per Page 8.5 X 14	\$ 0.25	
City Wide	Administrative	Copy Charge Double Sided per Side 8.5 X 14	\$ 0.25	
City Wide	Administrative	Color Copy Charge per Page 8.5 X 14	\$ 0.75	
City Wide	Administrative	Color Copy Charge Double Sided per Side 8.5 X 14	\$ 0.75	
City Wide	Administrative	Scanning for Electronic Transmission per Page	\$ 1.00	
City Wide	Administrative	Faxes per Page	\$ 1.00	
City Wide	Administrative	CD Rom per CD	\$ 3.00	
			\$ 5.00	To align with fee being charged
City Wide	Administrative	Notary: per Signature	\$ 5.00	
City Wide	Administrative	Copies Produced from Outside Sources	Actual Cost	
City Wide	Administrative	Reports/Plans	Actual Cost	
City Wide	Administrative	Mailing and Envelopes	Actual Cost	
City Wide	Administrative	NSF Checks	\$ 35.00	
			\$ 50.00	To align with actual bank fee
Community Services	Animal License	Annual License Fee for Unaltered Dog	\$ 40.00	
			\$ 50.00	To align with animal control fees
Community Services	Animal License	Annual License Fee for Altered Dog	\$ 16.00	
			\$ 25.00	To align with animal control fees
Community Services	Animal License	Annual License Fee for Unaltered Cat	\$ 20.00	

2018 Administrative Fee Schedule

Department	Fee Type	Fee Description	2018 Fee	Notes
			\$ 40.00	To align with animal control fees
Community Services	Animal License	Annual License Fee for Altered Cat	\$ 10.00	
			\$ 20.00	To align with animal control fees
Community Services	Animal License	Service Charge for Licensing Pets at Town Hall	\$ 1.50	
Community Services	Animal License	Senior Citizen License Fee 1st Altered	50% of normal fee	
Community Services	Animal License	Service Dog	\$0.00	
Community Services	Business License	Business License Initial Filing Fee	\$ 50.00	
Community Services	Business License	Business License Annual Renewal Fee	\$ 45.00	
Community Services	Business License	Business License Peddlers Fee per Day	\$ 5.00	

2018 Building Department Fee Schedule

	A	B	C	D	E
1	Department	Fee Type	Fee Description	2018 Fee	Notes
2	Planning And Zoning	Land Use	Permit Issuance Fee	\$ 65.00	
3	Planning And Zoning	Land Use	Washington State Surcharge	\$ 4.50	
4				\$ 6.50	To align with the state codes
5	Planning And Zoning	Land Use	Annexation - At Notice (Due at Time of Notice Of Intent)	\$ 329.00	
6	Planning And Zoning	Land Use	Annexation - At Petition (Due at Time of Petition)	\$ 1,935.00	
7	Planning And Zoning	Land Use	Appeals of Land Use Decision - Type I	\$ 2,671.00	
8	Planning And Zoning	Land Use	Appeals of Land Use Decisions - Type II Cost Recovery (Cost plus 10%)	Minimum Fee \$2,671	
9	Planning And Zoning	Land Use	Binding Site Plan Review	\$ 3,316.00	
10	Planning And Zoning	Land Use	Boundary Line Adjustment (per Lot after the First 2 Lots)	\$ 223.00	
11	Planning And Zoning	Land Use	Code/Planning Director's Interpretation	\$ 167.00	
12	Planning And Zoning	Land Use	Comprehensive Plan and Map Amendments Subject to Annual Reviews	\$ 3,815.00	
13	Planning And Zoning	Land Use	Conditional Use Permit	\$ 500.00	
14				\$ 250.00	To align with ORD 371
15		Land Use	Covenant Release	\$ 3,316.00	
16	Planning And Zoning	Land Use	Critical Area Review per Critical Area for Fish and Wildlife Habitat Areas, Frequently Flooded Area, and Geologic Hazard Areas	\$ 308.00	
17	Planning And Zoning	Land Use	Critical Area Review Wetland Areas	\$ 665.00	
18	Planning And Zoning	Land Use	Development Agreement Cost Recovery: Minimum of \$798.00	\$798 Plus Cost Recovery	
19	Planning And Zoning	Land Use	EIS Preparation Cost Recovery: Staff Time at Current Billing rate	Cost Recovery	

2018 Building Department Fee Schedule

	A	B	C	D	E
1	Department	Fee Type	Fee Description	2018 Fee	Notes
20	Planning And Zoning	Land Use	Engineering Plan Review and Construction Inspection - in Town Review: 2% of Estimated Construction Costs of Improvements (\$500 Due at Time of Submittal)	\$500 at Time of Submittal (See Comment for Total Fee)	
21	Planning And Zoning	Land Use	Engineering Plan Review and Construction Inspection - Pass Through Options: Cost Recovery - Actual Cost of Consultant Review plus 10%: This Fee is Applicable when Applicant Chooses to Use the Town's Consultant for Civil Plan Review	See Comment	
22	Planning And Zoning	Land Use	Fencing Permit	\$ -	
23				\$ 65.00	To align with fee being charged
24	Planning And Zoning	Land Use	Final Site Plan	\$ 1,000.00	
25	Planning And Zoning	Land Use	Final Short Plat	\$ 1,250.00	
26	Planning And Zoning	Land Use	Final Subdivision	\$ 2,280.00	
27	Planning And Zoning	Land Use	Grading Permits (50-100 Cubic Yards)	\$ 109.00	
28	Planning And Zoning	Land Use	Grading Permits (101-1,000 Cubic Yards)	\$109 + \$9 per 100 Cubic Yards over 100 and Fraction thereof	
29	Planning And Zoning	Land Use	Grading Permits (1,001 - 10,000 Cubic Yards)	\$190 plus \$17 per 100 Cubic Yards over 1,000 and Fraction thereof	
30	Planning And Zoning	Land Use	Grading Permits (10,001-100,000 Cubic Yards)	\$343 + \$27 per 10,000 Cubic Yards over 10,000 and Fraction thereof	

2018 Building Department Fee Schedule

	A	B	C	D	E
1	Department	Fee Type	Fee Description	2018 Fee	Notes
31	Planning And Zoning	Land Use	Grading Permits (100,001-200,000 Cubic Yards)	\$586 + \$32 per 10,000 Cubic Yards over 100,000 and Fraction thereof	
32	Planning And Zoning	Land Use	Grading Permits (>2000,000 Cubic Yards)	\$906 + \$32 per 10,000 Cubic Yards over 2000,000 and Fraction thereof	
33			Hearings Examiner Appeal - Existing Residential and Non-residential Appeals of Code Enforcement Decisions	\$ 321.00	
34	Planning And Zoning	Land Use	Home Occupation Review with Business License	\$ 56.00	
35	Planning And Zoning	Land Use	Legal Lot Determination	\$ 223.00	
36	Planning And Zoning	Land Use	Plat Alteration	\$ 2,671.00	
37	Planning And Zoning	Land Use	Post Decision Review Type I	\$ 166.00	
38	Planning And Zoning	Land Use	Post Decision Review Type II	\$ 554.00	
39	Planning And Zoning	Land Use	Post Decision Review Type III	\$ 2,671.00	
40	Planning And Zoning	Land Use	Pre-application Conference	\$ 350.00	
41	Planning And Zoning	Land Use	Plat Recording	\$ 1,575.00	
42	Planning And Zoning	Land Use	Preliminary Short Plat 2 - 9 Lots Plus \$150 Per Lot	\$ 2,841.00	
43				\$ 4,325.00	To align with IBCC Current Fee Schedule
44	Planning And Zoning	Land Use	Preliminary Subdivision 10-25 Lots Plus \$150 per Lot	\$ 5,119.00	
45				\$ 5,603.00	To align with IBCC Current Fee Schedule

2018 Building Department Fee Schedule

	A	B	C	D	E
1	Department	Fee Type	Fee Description	2018 Fee	Notes
46	Planning And Zoning	Land Use	Preliminary Subdivision 26-50 Lots Plus \$150 per Lot	\$ 6,087.00	
47	Planning And Zoning	Land Use	Preliminary Subdivision >50 Lots (\$10,350 Maximum) Plus \$90 per Lot	\$3,815.00	
48	Planning And Zoning	Land Use	Residential Plot Plan Review or Revision	\$ 58.00	
49	Planning And Zoning	Land Use	Final Plat of Subdivision - Review and Recording	\$ 1,575.00	
50	Planning And Zoning	Land Use	SEPA Checklist Review	-\$584 or 50% if in Conjunction with Parent Application	
51				\$ 650.00	To align with IBCC Current Fee Schedule
52	Planning and Zoning	Land Use	Shed - Basic	\$ -	
53				\$ 65.00	Not charging . There is no tracking
54	Planning and Zoning	Land Use	Traffic Study Review Cost plus 10%	See Comment	
55	Planning And Zoning	Land Use	Road Modification Request - Per Modification	\$ 278.00	To align with IBCC Current Fee Schedule
56	Planning And Zoning	Land Use	Shorelines Substantial Development Permit	-\$1,094 plus Cost of Development	
57				1907 plus Cost of Development	To align with IBCC Current Fee Schedule
58	Planning And Zoning	Land Use	Shorelines Conditional Use Permit	\$2,594 plus Cost of Development	
59	Planning And Zoning	Land Use	Shorelines Variance Permit	\$2,594 plus Cost of Development	

2018 Building Department Fee Schedule

	A	B	C	D	E
1	Department	Fee Type	Fee Description	2018 Fee	Notes
60	Planning And Zoning	Land Use	Shorelines Exemption Request	\$ 205.00	
61	Planning And Zoning	Land Use	Signs: Free Standing Signs Require a Separate Building Permit	\$ 166.00	
62	Planning And Zoning	Land Use	Site Plan Review Residential or Non-residential (Type I)	\$ 333.00	
63	Planning And Zoning	Land Use	Site Plan Review Residential (Type II) with \$700 Minimum and \$10,000 Maximum	\$700 plus \$47 per Unit	
64	Planning And Zoning	Land Use	Site Plan Review Non-residential (Type II) with \$850 Minimum and \$10,000 Maximum	\$850 plus \$0.10 sf Ground Floor plus \$0.07 sf Other Floors	
65	Planning And Zoning	Land Use	Temporary Use	\$ 166.00	
66	Planning And Zoning	Land Use	Variance	\$ 500.00	
67				\$ 250.00	To align with ORD 371
68	Planning And Zoning	Land Use	Variance (Land Use Fee Schedule)	\$2,642 Or 50% in Conjunction with Parent Application that Requires a Public Hearing.	
69	Planning And Zoning	Land Use	Variance - Administrative	\$ 166.00	
70	Planning And Zoning	Land Use	Zone Change Application Filing Fee	\$ 500.00	In Code
71	Planning And Zoning	Land Use	Zone Change (Text/Map Amendments) \$3,762 plus \$240/2.5 Acres over 2.5 Acres	See Comment	
72	Planning And Zoning	Land Use	Zoning Verification letter	\$ 162.00	
73					
74	Planning And Zoning	Right Of Way	Right of Way Permit Fee 101 Feet to 1,000 Feet	\$179 plus \$0.50 per Foot over 100 Feet	

2018 Building Department Fee Schedule

	A	B	C	D	E
1	Department	Fee Type	Fee Description	2018 Fee	Notes
75	Planning And Zoning	Right Of Way	Right of Way Permit Fee 1,001 Feet to 5,000 Feet	\$629 plus \$0.40 per Foot over 1,000 Feet	
76	Planning And Zoning	Right Of Way	Right of Way Permit Fee 5,001 Feet or More	\$2,229 plus \$0.30 per Foot over 5,000 Feet	
77					
78	Planning And Zoning	Building Safety Dept.	Demolition: Demolition Permit	\$ 223.00	
79	Planning And Zoning	Building Safety Dept.	Moving Building Permit: Moving Permit	\$ 223.00	
80	Planning And Zoning	Building Safety Dept.	Manufactured Home Setup: Placement Permits	\$ 235.00	
81					
82	Planning And Zoning	Development	Pre-application Conference Fee	\$ 350.00	
83	Planning And Zoning	Development	Preliminary Subdivision Plan Review Fee - \$4,325 plus \$150 for each Lot 2 - 9 Lots	\$4,325 plus \$150 per Lot	
84	Planning And Zoning	Development	Preliminary Subdivision Plan Review Fee - \$5,603.00 plus \$150 for each Lot 10 - 25 Lots	\$5603.00 plus \$150 per Lot	
85	Planning And Zoning	Development	Preliminary Subdivision Plan Review Fee - \$6,087.00.00 plus \$150 for each Lot 26 - 50 Lots	\$6087.00 plus \$150 per Lot	
86	Planning And Zoning	Development	Engineering Plan Review & Legal Cost - Pass Through Agreement (1)	Cost plus 10%	
87	Planning And Zoning	Development	Final Plat of Subdivision - Review and Recording	\$ 1,575.00	
88	Planning And Zoning	Development	Planned Residential Development Plan Review And Field Inspection Fees	\$ 3,550.00	
89	Planning And Zoning	Development	Fire Department Access and Water Flow Availability Plan Review (1)	\$ 350.00	
90	Planning And Zoning	Development	Archeological Project Review (1)	\$ 350.00	
91	Planning And Zoning	Development	Development Agreement	\$ 750.00	
92					

2018 Building Department Fee Schedule

	A	B	C	D	E
1	Department	Fee Type	Fee Description	2018 Fee	Notes
93	Planning And Zoning	Impact Fee	Fire Impact Fee - New Single Family	\$ -	No longer collecting
94				\$ -	no longer collecting
95	Planning And Zoning	Impact Fee	Fire Impact Fee: New Multi-Family per Unit	\$ -	No longer collecting
96	Planning And Zoning	Impact Fee	Fire Impact Fee: Per Square Foot for Non-Residential	\$ 2,050.00	
97	Planning And Zoning	Impact Fee	Traffic Impact Fee - New Single Family	\$ 2,750.00	To align with Fee Schedule in Ord 548
98				\$ 2,000.00	
99	Planning And Zoning	Impact Fee	School Impact Fee - New Single Family	\$ 5,000.00	To align with Fee Schedule in Res 548
100				\$ 1,800.00	To align with Fee Schedule in Res 548
101	Planning And Zoning	Impact Fee	School Impact Fee - New Multi-Family Per Unit	\$ 1,800.00	
102	Planning And Zoning	Impact Fee	Park Impact Fee - New Single Family	\$ 2,300.00	To align with Fee Schedule in Ord 548
103				\$ 828.00	Used the same percentage as the school impact fee
104	Planning And Zoning	Impact Fee	Park Impact Fee- New Multi-Family per Unit		
105				\$ 65.00	
106	Community Development	Building Permits	Permit Issuance Fee	See Comment	To Align with IBCC current fees being charged

2018 Building Department Fee Schedule

	A	B	C	D	E
1	Department	Fee Type	Fee Description	2018 Fee	Notes
107	Community Development	Building Permits	Building Plan Review: Fee is Calculated at 65% of Building Permit Fee (Due at Time of Submittal)	\$ 65.00	
108	Community Development	Building Permits	Building Permit Valuation \$1.00 to \$500	\$65 for the First \$501 plus \$4 for each \$100 or Fraction thereof, to and Including \$2,000	
109	Community Development	Building Permits	Building Permit Valuation \$501 to \$2,000	-\$125 for the First \$2,000 plus \$16.50 for each \$1,000 or Fraction thereof, to and Including \$25,000	
110	Community Development	Building Permits	Building Permit Valuation \$2,001 to \$25,000	\$110 for the First \$2,000 plus \$16.50 for each \$1,000 or Fraction thereof, up to and Including \$25,000	To Align with IBCC current fees being charged
111				-\$504.50 for the First \$25,000 plus \$12.50 for each \$1,000 or Fraction thereof, to and Including \$50,000	

2018 Building Department Fee Schedule

	A	B	C	D	E
1	Department	Fee Type	Fee Description	2018 Fee	Notes
112	Community Development	Building Permits	Building Permit Valuation \$25,001 to \$50,000	\$453 for the First \$25,000 plus \$12.50 for each \$1,000 or Fraction thereof, up to and Including \$50,000	To align with IBCC current fees being charged
113				-\$817 for the First \$50,000 plus \$9.50 for each \$1,000 or Fraction thereof, to and Including \$100,000	
114	Community Development	Building Permits	Building Permit Valuation \$50,001 To \$100,000	\$723 for the First \$50,000 plus \$9.50 for each \$1,000 or Fraction thereof, up to and Including \$100,000	To align with IBCC current fees being charged
115				-\$1292 for the First \$100,000 plus \$7.50 for each \$1,000 or Fraction thereof, to and Including \$500,000	
116	Community Development	Building Permits	Building Permit Valuation \$100,001 to \$500,000	\$1090 for the First \$100,000 plus \$7.50 for each \$1,000 or Fraction thereof, to and Including \$500,000	To Align with IBCC current fees being charged

2018 Building Department Fee Schedule

	A	B	C	D	E
1	Department	Fee Type	Fee Description	2018 Fee	Notes
117				-\$4292 for the First \$500,000 plus \$4.00 for each \$1,000 or Fraction thereof, to and Including \$1,000,000	
118	Community Development	Building Permits	Building Permit Valuation \$500,001 to \$1,000,000	\$3473 for the First \$500,000 plus \$4.00 for each \$1,000 or Fraction thereof, to and Including \$1,000,000	To align with IBCC current fees being charged
119				-\$7542 for the First \$1,000,000 plus \$4 for each \$1,000 or Fraction thereof	
120	Community Development	Building Permits	Building Permit Valuation \$1,000,000 and Up	\$5995 for the First \$1,000,000 plus \$4 for each \$1,000 or Fraction thereof	To align with IBCC current fees being charged
121				\$130 (Commercial Based on Valuation)	
122	Community Development	Building Permits	Building Permit Re-Roofing or Re-siding for Single Family Residence	Minimum Charge \$195.00	

2018 Building Department Fee Schedule

	A	B	C	D	E
1	Department	Fee Type	Fee Description	2018 Fee	Notes
123	Community Development	Building Permits	Inspections Outside Normal Hours \$97.50 per Hour, Minimum Charge 2 Hours	Minimum Charge \$130.00	
124	Community Development	Building Permits	Re-inspection Fee (After 2nd Failed Inspection) \$65 per Hour, Minimum 2 Hours		
125				\$ 65.00	
126	Community Development	Mechanical Permits	Mechanical Permit Issuance Permit Issuance Fees are Charged for all Mechanical Permits Issued, Regardless of Permit Type	See Comment	To Align with IBCC current fees being charged
127	Community Development	Building Permits	Mechanical Plan Review: Fee is Calculated at 65% of Building Permit Fee (Due at Time of Submittal)	See Comment	
128	Community Development	Building Permits	Commercial Review 65% of Valuation	See Comment	
129	Community Development	Building Permits	Complex Consultant Review Cost plus 10%	\$ 14.00	
130	Community Development	Mechanical Permits	Mechanical Permit Issuance - Supplemental for Issuing each Supplemental Permit for which the Original Permit has not Expired, has been Cancelled or Finalized	\$ 14.00	
131	Community Development	Mechanical Permits	Heating and Cooling: Air Conditioning	\$ 16.00	To align with IBCC current fees being charged
132				\$ 16.00	
133	Community Development	Mechanical Permits	Heating and Cooling: Heat Pump	\$ 13.00	
134	Community Development	Mechanical Permits	Heating and Cooling: Alteration of Existing HVAC	\$ 37.50	
135	Community Development	Mechanical Permits	Heating and Cooling: Residential Boiler	\$ 14.00	
136	Community Development	Mechanical Permits	Heating and Cooling: Install/Replace Heaters	\$ 14.00	
137	Community Development	Mechanical Permits	Heating and Cooling: Split Systems	\$ 19.00	
138	Community Development	Mechanical Permits	Gas Water Heater	\$ 9.00	

2018 Building Department Fee Schedule

	A	B	C	D	E
1	Department	Fee Type	Fee Description	2018 Fee	Notes
139	Community Development	Mechanical Permits	Vents for Appliances	\$ 25.00	
140	Community Development	Mechanical Permits	Decorative Fireplace	\$ 25.00	
141	Community Development	Mechanical Permits	Wood Stoves/Pellet Stoves	\$ 25.00	
142	Community Development	Mechanical Permits	Fireplace Inserts	\$ 9.00	
143	Community Development	Mechanical Permits	Environmental Exhaust and Ventilation: Kitchen Range Hood	\$ 8.00	
144	Community Development	Mechanical Permits	Environmental Exhaust and Ventilation: Clothes Dryer	\$ 11.00	
145	Community Development	Mechanical Permits	Environmental Exhaust and Ventilation: Exhaust Fans - Single Ducts	\$ 11.00	
146	Community Development	Mechanical Permits	Environmental Exhaust and Ventilation: Exhaust Fans - Attic/Radon	\$ 11.00	
147	Community Development	Mechanical Permits	Environmental Exhaust and Ventilation: Fuel Gas Piping (First Floor)	\$ 2.00	
148	Community Development	Mechanical Permits	Environmental Exhaust and Ventilation: Each Additional Gas Outlet	See Comment	
149	Community Development	Mechanical Permits	Complex Plan Review Fee - 65% of Permit Fee	See Comment	
150	Community Development	Mechanical Permits	Fire Suppression 65% of Valuation	\$ 18.00	
151	Community Development	Mechanical Permits	Unit Fee - Furnace: For the Installation or Relocation of each Forced Air or Gravity Type Furnace or Burner Including Ducts and Vents Attached to such Appliance, up to and Including 100,000 Btu/h (29.3kW)	\$ 22.00	
152	Community Development	Mechanical Permits	Unit Fee-Furnace: For the Installation or Relocation of each Forced Air or Gravity Type Furnace or Burner Including Ducts and Vents Attached to Such Appliance, over 100,000 Btu/h (29.3kW)	\$ 17.00	
153	Community Development	Mechanical Permits	Ductless HVAC	\$ 18.00	

2018 Building Department Fee Schedule

	A	B	C	D	E
1	Department	Fee Type	Fee Description	2018 Fee	Notes
154	Community Development	Mechanical Permits	Unit Fee-Furnace: For the Installation or Relocation of each Floor Furnace, Including Vent	\$ 18.00	
155	Community Development	Mechanical Permits	Unit Fee-Furnace: For the Installation or Relocation of each Suspended Heater, Recessed Wall Heater, or Floor Mounted Unit Heater	\$ 11.00	
156	Community Development	Mechanical Permits	Unit Fee-Appliance Vents: For the Installation, Relocation, or Replacement of each Appliance Vent Installed and not Included in an Appliance Permit	\$ 17.00	
157	Community Development	Mechanical Permits	Unit Fee-Repairs and Additions: For the Repair, Alteration, or Addition of each Heating Appliance, Refrigeration Unit, Cooling Unit, Absorption Unit, or each Heating, Cooling, Absorption, or Evaporative Cooling System, Including Installation of Controls Regulated by the Mechanical Code	\$ 18.00	
158	Community Development	Mechanical Permits	Unit Fee-Boilers, Compressors, and Absorption Systems: For the Installation or Relocation of each Boiler or Compressor to and Including 3 Horsepower (10.6kW) or each Absorption System to and Including 100,000 Btu/h (29.3kW)	\$ 31.00	

2018 Building Department Fee Schedule

	A	B	C	D	E
1	Department	Fee Type	Fee Description	2018 Fee	Notes
159	Community Development	Mechanical Permits	Unit Fee-Boilers, Compressors, and Absorption Systems: For the Installation or Relocation of each Boiler or Compressor over 3 Horsepower (10.6kW) to and Including 15 horsepower (52.7kW) or each Absorption System to and Including 100,000 Btu/h (29.3kW) to and Including 500,000 Btu/h(146.6kW)	\$ 43.00	
160	Community Development	Mechanical Permits	Unit Fee-Boilers, Compressors, and Absorption Systems: For the Installation or Relocation of each Boiler or Compressor over 15 Horsepower (52.7kW) to and Including 30 Horsepower (105.5kW) or each Absorption System over 500,00Btu/h (146.6kW) to and Including 1,000,000 Btu/h	\$ 63.00	
161	Community Development	Mechanical Permits	Unit Fee-Boilers, Compressors, and Absorption Systems: For The Installation or Relocation of each Boiler or Compressor over 30 Horsepower (105.5kW) to and Including 50 Horsepower (176kW) or each Absorption System over 1,000,000Btu/h (293.1kW) to and Including 1,750,000 Btu/h (512.9kW)	\$ 103.00	
162	Community Development	Mechanical Permits	Unit Fee-Boilers, Compressors, and Absorption Systems: For The Installation or Relocation of each Boiler or Compressor over 50 horsepower (176kW) or Each Absorption System Over 1,750,000 Btu/h (512.9kW)	\$ 14.00	

2018 Building Department Fee Schedule

	A	B	C	D	E
1	Department	Fee Type	Fee Description	2018 Fee	Notes
163	Community Development	Mechanical Permits	Unit Fee-Air Handlers: For each Air Handling Unit to and Including 10,000 Cubic Feet per Minute (cfm) (4,719 L/s) Including Ducts Attached thereto	\$ 22.00	
164	Community Development	Mechanical Permits	Unit Fee-Air Handlers: For each Unit over 10,000 cfm (4,719 L/s)	\$ 14.00	
165	Community Development	Mechanical Permits	Unit Fee-Evaporative Coolers: For each Evaporative Cooler other than Portable Type	\$ 11.00	
166	Community Development	Mechanical Permits	Unit Fee-Ventilation and Exhaust: For each Ventilation Fan Connected to a Single Duct	\$ 14.00	
167	Community Development	Mechanical Permits	Unit Fee-Ventilation and Exhaust: For each Ventilation System which is not a Portion of any Heating or Cooling System Authorized by a Permit		
168				\$ 65.00	
169	Community Development	Plumbing Permits	Plumbing Permit Issuance: Permit Issuance Fees are Charged for all Plumbing Permits Issued, Regardless of Permit Type	See Comment	To Align with IBCC current fees being charged
170	Community Development	Building Permits	Plumbing Plan Review: Fee is Calculated at 65% of Building Permit Fee (Due at Time of Submittal)	\$ 13.00	
171	Community Development	Plumbing Permits	Unit Fee-Fixtures and Vents: For each Plumbing Fixture or Trap or Set of Fixtures on One Trap (Including Water, Drainage Piping, and Backflow Prevention thereof)	\$ 25.00	To align with IBCC current fees being charged
172				\$ 11.00	

2018 Building Department Fee Schedule

	A	B	C	D	E
1	Department	Fee Type	Fee Description	2018 Fee	Notes
173	Community Development	Plumbing Permits	Unit Fee-Fixtures and Vents: For Repair or Alteration of Drainage or Vent Piping (each Fixture)	\$ 25.00	To align with IBCC current fees being charged
174				\$ 84.00	
175	Community Development	Plumbing Permits	Unit Fee-Sewers, Disposal Systems, and Interceptors: For each Private Sewage Disposal System	\$ 24.00	
176	Community Development	Plumbing Permits	Unit Fee-Sewers, Disposal Systems, and Interceptors: For each Individual Waste Pretreatment Interceptor, Including its Trap and Vent, Excepting Kitchen Type Grease Interceptors Functioning as Fixture Traps	\$ 28.00	To align with IBCC current fees being charged
177				\$ 13.00	
178	Community Development	Plumbing Permits	Unit Fee-Sewers, Deposal Systems, and Interceptors: Rain Water Systems - per Drain (Inside Building)	\$ 11.00	
179	Community Development	Plumbing Permits	Installation, Alteration, or Repair of Water Piping or Water-Treatment Equipment or Both (each)	\$ 15.00	
180	Community Development	Plumbing Permits	Unit Fee - Water Piping and Water Heaters: For each Water Heater Including Vents - For Vents only See Mechanical Permit Fees	\$ 28.00	
181	Community Development	Plumbing Permits	Unit Fee - Water Piping and Water Heaters: Installation or Replacement of Water Supply Line	\$ 10.00	
182	Community Development	Plumbing Permits	Unit Fee - Gas Piping Systems: For each Gas Piping System of One To Five Outlets. For each Additional Outlet over Five: \$4.00 each	\$ 18.00	

2018 Building Department Fee Schedule

	A	B	C	D	E
1	Department	Fee Type	Fee Description	2018 Fee	Notes
183	Community Development	Plumbing Permits	Unit Fee-Lawn sprinklers, Vacuum Breakers, and Backflow Prevention Devices: For each Lawn Sprinkler System on any One Meter, Including Backflow Prevention Devices thereof	\$ 25.00	To align with IBCC current fees being charged
184				\$ 16.00	
185	Community Development	Plumbing Permits	Unit Fee - Lawn Sprinklers, Vacuum Breakers, and Backflow Prevention Devices: For Atmospheric-Type Vacuum Breakers or Backflow Prevention Devices - 1 To 5 Devices	\$ 25.00	To align with IBCC current fees being charged
186				\$ 5.00	
187	Community Development	Plumbing Permits	Unit Fee - Lawn Sprinklers, Vacuum Breakers, and Backflow Prevention Devices: For Atmospheric-Type Vacuum Breakers or Backflow Prevention Devices - over 5 Devices (each)	\$ 16.00	
188	Community Development	Plumbing Permits	Unit Fee - Lawn Sprinklers, Vacuum Beakers, and Backflow Protection Devices: For each Backflow Prevention Device other than Atmospheric-Type Vacuum Breakers - 2 Inches (50.8 mm) and Smaller	\$ 28.00	
189	Community Development	Plumbing Permits	Unit Fee - Lawn Sprinklers, Vacuum Beakers, and Backflow Protection Devices: For each Backflow Prevention Device other than Atmospheric-Type Vacuum Breaker - over 2 Inches (50.8 mm)	\$ 103.00	
190	Community Development	Plumbing Permits	Unit Fee - Swimming Pools: Public Pool	\$ 69.00	
191	Community Development	Plumbing Permits	Unit Fee - Swimming Pools: Public Spa	\$ 69.00	
192	Community Development	Plumbing Permits	Unit Fee - Swimming Pools: Private Pool	\$ 35.00	

2018 Building Department Fee Schedule

	A	B	C	D	E
1	Department	Fee Type	Fee Description	2018 Fee	Notes
193	Community Development	Plumbing Permits	Unit Fee - Swimming Pools: Private Spa	\$ 80.00	
194	Community Development	Plumbing Permits	Unit Fee - Private Disposal per Unit	\$ 24.00	
195	Community Development	Plumbing Permits	Unit Fee Industrial Disposal per Unit	Minimum \$195.00	
196	Community Development	Plumbing Permits	Inspections Outside Normal Hours: \$97.50 per Hour, Minimum Charge 2 Hours	Minimum \$65.00	
197	Community Development	Plumbing Permits	Reinspection Fees: \$65.00 Charged per Hour, Minimum Charge 1 Hour	Minimum \$65.00	
198	Community Development	Plumbing Permits	Inspections: \$65.00 Charged per Hour for which No Fee is Specifically Indicated, 1 Hour Minimum Charge	Minimum \$65.00	
199	Community Development	Plumbing Permits	Additional Plan Review: \$65.00 Charged per Hour Required by Changes, Additions or Revision of Plans - Minimum Charge 1 Hour	Cost plus 10% of Total Invoice Charged from	
200	Community Development	Plumbing Permits	Plumbing Consultations or other Specialized Plumbing Plan Review by Consultant: Actual Cost of Consultant Review, as Invoiced. This Fee is Applicable when Additional Review is Necessary as Part of a Plumbing Permit	Plumbing Permit Fees are Calculated per Adopted Fee Schedule	
201	Community Development	Plumbing Permits	Plumbing Plan Check Fee: Separate Plumbing Plan Review Fee is Calculated At 65% of Plumbing Permit Fee (Due at Time of Submittal)	\$ 400.00	
202	Community Development	Plumbing Permits	New 1 & 2 Family Dwelling: SFR (1) Bathroom	\$ 500.00	
203	Community Development	Building Permits	New 1 & 2 Family Dwelling: SFR (2) Bathrooms	\$ 580.00	
204	Community Development	Plumbing Permits	New 1 & 2 Family Dwelling: SFR (3) Bathrooms	\$ 100.00	

2018 Building Department Fee Schedule

	A	B	C	D	E
1	Department	Fee Type	Fee Description	2018 Fee	Notes
205	Community Development	Plumbing Permits	New 1 & 2 Family Dwelling: Each Additional Bathrooms	\$ 100.00	
206	Community Development	Plumbing Permits	New 1 & 2 Family Dwelling: Each Additional Kitchen	\$ 25.00	
207	Community Development	Plumbing Permits	Site Utilities: Rain Drain Qty 100 (\$0.25/ft. over)	\$ 25.00	
208	Community Development	Plumbing Permits	Site Utilities: Storm Drain Qty 100 (\$0.25/ft. over)	\$ 25.00	
209	Community Development	Plumbing Permits	Site Utilities: Footing Drain Qty 100 (\$0.25/ft. over)	\$ 25.00	
210	Community Development	Plumbing Permits	Site Utilities: Water Service Qty 100 (\$0.25/ft. over)	\$ 80.00	
211	Community Development	Plumbing Permits	Site Utilities: Manufactured Home	\$ 25.00	
212	Community Development	Plumbing Permits	Fixture or other Items: Backflow Preventer	\$ 25.00	
213	Community Development	Plumbing Permits	Fixture or other Items: Backwater Valve	\$ 25.00	
214	Community Development	Plumbing Permits	Fixture or other Items: Clothes Washer	\$ 25.00	
215	Community Development	Plumbing Permits	Fixture or other Items: Water Heater	\$ 25.00	
216	Community Development	Plumbing Permits	Fixture or other Items: Dishwasher	\$ 25.00	
217	Community Development	Plumbing Permits	Fixture or other Items: Drinking Fountain	\$ 25.00	
218	Community Development	Plumbing Permits	Fixture or other Items: Ejector Pump	\$ 25.00	
219	Community Development	Plumbing Permits	Fixture or other Items: Expansion Tank	\$ 25.00	
220	Community Development	Plumbing Permits	Fixture or other Items: Fixture / Sewer Cap	\$ 25.00	
221	Community Development	Plumbing Permits	Fixture or other Items: Floor Drain / Floor Sink	\$ 25.00	
222	Community Development	Plumbing Permits	Fixture or other Items: Garbage Disposal	\$ 25.00	
223	Community Development	Plumbing Permits	Fixture or other Items: Each Hose Bib	\$ 25.00	
224	Community Development	Plumbing Permits	Fixture or other Items: Ice Maker	\$ 25.00	
225	Community Development	Plumbing Permits	Fixture or other Items: Grease Interceptor Trap	\$ 25.00	
226	Community Development	Plumbing Permits	Fixture or other Items: Roof Drain	\$ 25.00	

2018 Building Department Fee Schedule

	A	B	C	D	E
1	Department	Fee Type	Fee Description	2018 Fee	Notes
227	Community Development	Plumbing Permits	Fixture or other Items: Sink / Lavatory / Basin	\$ 25.00	
228	Community Development	Plumbing Permits	Fixture or other Items: Tub / Shower	\$ 25.00	
229	Community Development	Plumbing Permits	Fixture or other Items: Urinal	\$ 25.00	
230	Community Development	Plumbing Permits	Fixture or other Items: Water Closet	\$ 25.00	
231	Community Development	Plumbing Permits	Fixture or other Items: other Plumbing Items		
232	The Building Permit Fees were Added According to the Latest Fee Schedule from IBCC				
233	and the Current Fees in BIAS				

ORDINANCE # ____

AN ORDINANCE RELATING TO BUSINESS LICENSES AND REGULATIONS; PRESCRIBING PENALTIES FOR THE VIOLATION THEREOF; AND REPEALING ORDINANCES #402 AND #526

WHEREAS: The Town Council of Yacolt, Washington, is in regular session this ____ day of _____, 2018; and

WHEREAS: Each member of the Town Council has had notice of time, place and purpose of said meeting; and

WHEREAS: The Town Council desires to repeal the Town of Yacolt's Business License Ordinances, Ordinance # 402 and Ordinance # 526.

WHEREAS: The Town of Yacolt has the authority pursuant to RCW 35.27.370(14) to impose fines, penalties and forfeitures for any and all violations of ordinances, and to provide that violations of ordinances constitute a civil violation subject to monetary penalty, but no act which is a state crime may be made a civil violation; and

WHEREAS: The Town of Yacolt has the authority pursuant to RCW 35.27.370(9) to license, for purpose of regulation and revenue, all kind of businesses, authorized by law and transacted or carried on in the Town;

WHEREAS: The Town Council is of the opinion that it would be in the best interest for the Town to adopt this Ordinance; and

NOW THEREFORE, be it ordained by the Town Council of Yacolt, Washington, as follows:

SECTION 1: Repealed Ordinances # 402 and # 526.

Ordinances # 402, adopted October 16, 2000 and Ordinance # 526, adopted January 20, 2015, are hereby repealed in their entireties.

SECTION 2: Exercise of revenue license power.

The provisions of this Ordinance shall be deemed an exercise of power of the Town to license for revenue.

SECTION 3: Definitions.

In construing the provisions of this Ordinance, except when otherwise declared or clearly apparent from context, the following definitions shall be applied:

- A. "Engaging in business" means commencing, conducting or continuing in business and also the exercise of corporate or franchise powers as well as liquidating a business when the liquidators thereof hold themselves out to the public as conducting such business.
1. This section sets forth examples of activities that constitute engaging in business in the Town, and establish safe harbors for certain of those activities so that a person who meets certain criteria may engage in de minimus business activities in the Town without having to pay a business license fee. The activities listed in this section are illustrative only and are not intended to narrow the definition of "engaging in business" in this subsection. If an activity is not listed, whether it constitutes engaging in business in the Town shall be determined by considering all the facts and circumstances and applicable law.
 2. Without being all inclusive, any one of the following activities conducted within the Town by a person, or its employee, agent, representative, independent contractor, broker or another acting on its behalf constitutes engaging in business and requires a person to register and obtain a business license.
 - a. Owning, renting, leasing maintaining, or having the right to use, using, tangible personal property, intangible personal property, or real property permanently or temporarily located in the Town.
 - b. Owning, renting, leasing, using, or maintaining an office, place of business, or other establishment in the Town.
 - c. Soliciting sales.
 - d. Making repairs or providing maintenance or service to real or tangible property, including warranty work and property maintenance.
 - e. Providing technical assistance or service, including quality control, product inspections, warranty work, or similar services on or in connection with tangible personal property sold by the person or on its behalf.
 - f. Installing, construction, or supervising installation or construction of, real or tangible personal property.
 - g. Soliciting, negotiating, or approving franchise, license, or other similar agreements.
 - h. Collecting current or delinquent accounts.
 - i. Picking up and transporting tangible personal property, solid waste, construction debris, or excavated materials.
 - j. Providing disinfecting and pesticide control services, employment and labor pool services, home nursing care, janitorial services, appraising, landscape architectural services, security system services, surveying, and real estate services including listing of homes and maintaining real property.

- k. Rendering personal services such as those provided by accountants, architects, attorneys, auctioneers, professional athletes, barbers, baseball clubs and other sports organizations, chemists, consultants, psychologists, court reporters, dentists, doctors, detectives, laboratory operators, teachers, veterinarians.
 - l. Meeting with customers, potential customers, even when no sales or orders are solicited at the meetings.
 - m. Training or recruiting agents, representatives, independent contractors, brokers or others, domiciled or operating on a job in the Town, acting on its behalf, or for customers or potential customers.
 - n. Investigating, resolving, or otherwise assisting in resolving customer complaints.
 - o. In-store stocking or manipulating products or goods, sold to and owned by a customer, regardless of where sale or delivery of goods took place.
 - p. Delivering goods in vehicles owned, rented, leased, used, or maintained by the person or another acting on its behalf.
3. The Town expressly intends that engaging in business include any activity sufficient to establish nexus for the purpose of applying the license fee under the law and constitutions of the United States and the State of Washington. Nexus is presumed to continue as long as the taxpayer benefits from the activity that constituted the original nexus generating contact or subsequent contacts.
- B. "Peddler" means any person one who offers merchandise for sale along the street, from door to door or at multiple vendor events. Peddler's licenses are issued on a day to day basis.
 - C. "Person" means any individual, receiver, assignee, trustee in bankruptcy, trust, company, firm, co-partnership, joint venture company, joint stock company, business trust, corporation, association, or any group of individuals acting as a unit. It shall not include clubs, fraternities or any other type of association of a benevolent, charitable, religious or fraternal nature, nor shall it include any public or private school or members of associations thereof.
 - D. "Taxpayer" includes any individual, group of individuals, corporations or associations required to have a business license hereunder, or liable for any license fee or tax, or for the collection of any license fee or tax hereunder or who engages in any business, or who performs any act, service, or labor receiving wages, salary, commissions or other compensation having monetary value.
 - E. "Town" means Town of Yacolt.
 - F. Words in the singular shall include the plural, and the plural shall include the singular. Words in one gender shall include all other genders.

SECTION 4: Exemptions.

The provisions of this ordinance shall not apply to:

- A. Persons selling personal property at wholesale to dealers in such articles;
- B. Newsboys;
- C. Merchant or their employees delivering goods in the regular course of business;
- D. Persons conducting garage sales;
- E. Sales or solicitations conducted by a charitable, religious, patriotic or philanthropic organization; provided, however, that such organization, association or corporation shall furnish all of its members, agents and representatives conducting solicitation credentials, stating the name of the organization, the name of the agent and the purpose of the solicitation.
- F. To the extent set forth in this section, the following persons and businesses shall be exempt from the registration, license and/or license fee requirements as outlined in this section:
 1. Any person or business whose annual value of products, gross proceeds of sales, or gross income of the business in the city is equal to or less than \$2,000.00 (minimum)(or higher threshold as determined by council) and who does not maintain a place of business within the Town shall be exempt from the general business license requirements in this section. The exemption does not apply to regulatory license requirements or activities that require a specialized permit.
 2. If a person, or its employees, agent, representative, independent contractor, broker or another acting on the person's behalf, engages in no other activities in or with the Town but the following, it need not register and obtain a business license.
 - a. Meeting with suppliers of goods and services as a customer.
 - b. Meeting with government representatives in their official capacity other than those performing contracting or purchasing functions.
 - c. Attending meetings, such as board meetings, retreats, seminars, and conferences, or other meetings wherein the person does not provide training in connection with tangible personal property sold by the person or on its behalf. This provision does not apply to any board of director member or attendee engaging in business such as a member of a board of directors who attends a board meeting.
 - d. Renting tangible or intangible property as a customer when the property is not used in the City.
 - e. Conducting advertising through the mail.
 - f. Soliciting sales by phone from a location outside the Town.
 3. A seller located outside the Town merely delivering goods into the Town by means of common carrier is not required to register and obtain a business license,

provided that it engages in no other business activities in the Town. Such activities do not include those in subsection 2.

SECTION 5: Business license required.

- A. No person shall engage in any retail business or home business activity in the Town without first having obtained and being the holder of a valid and existing license to do so, to be known as a business license, issued under the provisions of this Ordinance as hereafter provided, without paying the license fee or tax imposed by this Ordinance. Such business licenses issued will expire one (1) year from the date it was issued, and a new business license shall be required for each ensuing year. Business licenses that are continually renewed on before the anniversary date of the original issuing date shall be charged a renewal fee. Peddler's licenses shall expire at the end of the day on the date the license was issued and is not renewable. A separate peddler's license is required for each day persons are conducting business. Applications for the license shall be made to and issued by the clerk of the Town.
- B. The license shall be personal and non-transferable. In case the same type of business is transacted under the same business name at two or more separate places by one taxpayer on a permanent basis, a separate license for each place at which business is transacted with the public shall be required, but for such additional license no additional fee shall be required. Each license shall be numbered, shall show the name, place and character of the business of the taxpayer, and such other information as the clerk of the Town deems necessary, and shall at all times be conspicuously posted in the place of business for which it is issued. If the place of business of the taxpayer is changed, the taxpayer shall return to the clerk of the Town and a new license shall be issued for the new place of business free of charge.
- C. No person to whom a license has been issued pursuant to this Ordinance shall suffer or allow any other person for whom a separate license is required to operate under or display such license.

SECTION 6. Additional license fees.

The license fees and tax herein levied shall be additional to any license fee or tax imposed or levied under any law or any other ordinance of the Town except as herein otherwise expressly provided.

SECTION 7: Violations – Penalties.

Any person violating or failing to comply with any of the provisions of this Ordinance shall be assessed a civil penalty not to exceed five hundred dollars (\$500.00) plus legal fees.

SECTION 8: Method of business license payment.

The license fee payable under this Ordinance shall be paid to the Town clerk by certified check, cashier's check, personal check, money order or credit card. If payment is made by check, the fee shall not be deemed paid unless the draft or check is honored in the usual course of business; nor shall the acceptance of any sum by the clerk to be a quittance or discharge of the fee due unless the amount of the payment is the full and actual amount due. The clerk is authorized, but not required, to mail to persons forms for application for the license, but failure of the person to receive any such forms shall not excuse him from making application for and securing the license required as due under this Ordinance.

SECTION 9: Sale or transfer of business.

Upon the sale or transfer during any calendar year of a business on account of which a license fee is required by this Ordinance, the purchaser or transferee shall be responsible for obtaining a license.

SECTION 10: Tax or fee constitutes debt.

Any license fee due and unpaid under this Ordinance, and all penalties thereon, shall constitute a debt to the Town and may be collected by court proceedings in the same manner as any other debt in like amount, which remedy shall be in addition to all other existing remedies.

SECTION 11: License Revocation.

The Town Council may revoke the license issued to any person who is in default of any payment of license fee hereunder, or who shall fail to comply with any provisions of this Ordinance. Notice of such revocation shall be mailed to the person by the clerk, and on and after the date thereof any such person who continue to engage in business shall be deemed to be operating without a license and shall be subject to any or all penalties herein provided.

SECTION 12: Notices.

Any notice required by this Ordinance to be mailed shall be sent by ordinary mail, addressed to the address of the person or taxpayer shown by the records of the Town clerk, or if no such address is shown, to such address as the Town clerk is able to ascertain by reasonable effort. Failure of the person or taxpayer to receive such mailed notice shall not release the taxpayer from any license fee or tax or penalties thereon, nor shall such failure to operate to extend any time limit set by the provisions of this Ordinance.

SECTION 13: Severability.

If any section, subsection, paragraph, sentence, clause, or phrase of this Ordinance is declared unconstitutional or invalid for any reason by a court of competent jurisdiction, the remaining portion of this Ordinance shall remain in full force and effect.

SECTION 14: Effective date.

This Ordinance shall take effect on _____, 2018, following publication of the following summary, according to law.

Town of Yacolt – Summary of Ordinance # _____

The Town Council of the Town of Yacolt adopted Ordinance # _____ At its regularly scheduled Town Council meeting held on _____, 2018. The content of the Ordinance is summarized in its title as follows:

AN ORDINANCE RELATING TO BUSINESS LICENSES AND REGULATIONS; PRESCRIBING PENALTIES FOR THE VIOLATION THEREOF; AND REPEALING ORDINANCES #402 AND #526.

A copy of the full text of the Ordinance will be mailed upon request to the undersigned at the Town of Yacolt Town Hall, P.O. Box 160, Yacolt, WA 98675: (360) 686-3922.

Published this ___ Day of _____, 2018.

Dawn Salisbury, Town Clerk

PASSED by the Town Council of the Town of Yacolt, Washington, at a regular meeting thereof this ___ day of _____, 2018.

TOWN OF YACOLT

Vince Myers, Mayor

Attest:

Dawn Salisbury, Clerk

Ayes: _____

Nays: _____

Absent: _____

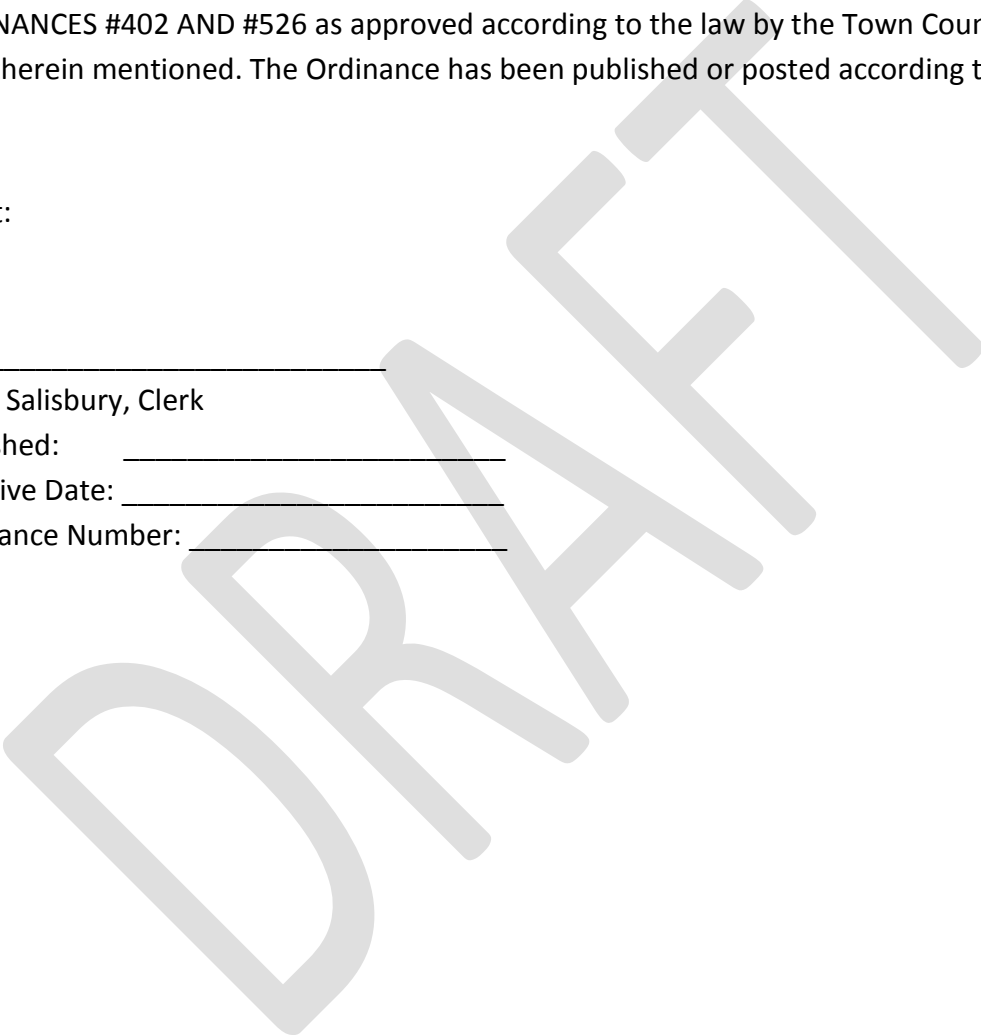
Abstain: _____

TOWN CLERK’S CERTIFICATION

I hereby certify that the foregoing Ordinance is a true and correct copy of Ordinance # ____ of the Town of Yacolt, Washington, entitled AN ORDINANCE RELATING TO BUSINESS LICENSES AND REGULATIONS; PRESCRIBING PENALTIES FOR THE VIOLATION THEREOF; AND REPEALING ORDINANCES #402 AND #526 as approved according to the law by the Town Council on the date therein mentioned. The Ordinance has been published or posted according to law.

Attest:

Dawn Salisbury, Clerk
Published: _____
Effective Date: _____
Ordinance Number: _____



RESOLUTION # _____

A RESOLUTION OF THE TOWN OF YACOLT, WASHINGTON, ADOPTING A TOWN POLICY AND FEE SCHEDULE FOR THE TOWN OF YACOLT BUSINESS LICENSE ISSUANCE

WHEREAS: The Town Council of the Town of Yacolt, Washington is in regular session this ___ day of _____, 2018; and

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

WHEREAS: It is important to have clear policies in place detailing the guidelines for the appropriate and consistent fees charged for services by the Town of Yacolt for issuance of business licenses on behalf of the Town of Yacolt; and

WHEREAS: the Town Council wishes have a clear policy in effect for operation of the Town of Yacolt business license issuance; and

NOW THEREFORE, BE IT RESOLVED, that the Town Council of the Town of Yacolt, Washington do hereby adopt the Exhibit A, Business License fees as follows;

SECTION 1:

The license fee or tax imposed by Ordinance # _____. The sum in Exhibit A shall accompany the application for the license.

SECTION 2:

The license fee payable under Ordinance # ____ shall be paid to the Town clerk by certified check, cashier's check, personal check, money order or credit card. If payment is made by check, the fee shall not be deemed paid unless the draft or check is honored in the usual course of business; nor shall the acceptance of any sum by the clerk to be a quittance or discharge of the fee due unless the amount of the payment is the full and actual amount due. The clerk is authorized, but not required, to mail to persons forms for application for the license, but failure of the person to receive any such forms shall not excuse him from making application for and securing the license required as due under this Ordinance.

Peddler's licenses shall expire at the end of the day on the date the license was issued and is not renewable. A separate peddler's license is required for each day person is conducting business. Applications for the license shall be made to and issued by the clerk of the Town.

BE IT FURTHER RESOLVED that the attached fee schedules marked as Exhibit A Business License Fee Schedule; further it be resolved that Resolution # _____ shall become effective upon the

Res # _____

date of adoption by the Town Council of Yacolt, Washington on this ____ day of _____,
2018

APPROVED this ____ day of _____, 2018

Town of Yacolt

Vince Myers, Mayor

Attest:

Dawn Salisbury, Town Clerk

Ayes: _____

Nays: _____

Absent: _____

Abstain: _____

Published: N/A

Effective Date: _____, 2018

Res # _____

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Exhibit A

Fee Type	Fee Description	2018 Fee
Business License	New or Expired License	\$ 50.00
Business License	Yearly Renewal	\$ 45.00
Peddler's License	Daily (New License for each day)	\$ 5.00