

RESOLUTION NO. 2025-07

A RESOLUTION of the City Council of the City of Lakewood, Washington, revising the 2025 Fee schedule addressing Planning & Public Works permit fees.

WHEREAS, In November 2024, the City Council approved Resolution #2024-14, which established 2025 fees for all city operations; and

WHEREAS, as part of Resolution #2024-14, revised Planning & Public Works permit fees were included and designed to cover personnel costs on permit related services; and

WHEREAS, as part of implementation, it was discovered some permit types and fees were accidentally omitted through scrivener errors; and

WHEREAS, as part of this review the Department reviewed cost recovery on other fees not revised through Resolution #2024-14; and

WHEREAS, the update to the 2025 fee schedule for permit fees is necessary to address errors, ensure cost recovery of permit services while implementing a predictable fee approach for customers.

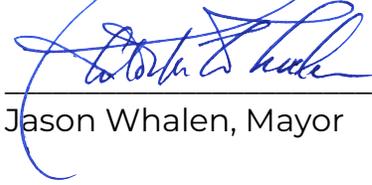
NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON, HEREBY RESOLVES, as follows:

Section 1. That the 2025 fee schedule of the City of Lakewood is amended as set forth in Exhibit A.

Section 2. This Resolution shall be in full force and effect upon passage and signatures.
hereon.

PASSED by the City Council this 5th day of May, 2025.

CITY OF LAKEWOOD



Jason Whalen, Mayor

Attest:



Briana Schumacher, City Clerk

Approved as to form:



Heidi Ann Wachter, City Attorney

2025 FEE SCHEDULE
Resolution 2025-07 REVISED by Council on May 5, 2025

| Fee Type | Fee Amount |
|--|---|
| All | |
| Taxes and Pass-Through Costs | All appropriate taxes and pass-through costs are added to fees when they are incurred, even if not specified in the fee schedule. |
| A. Copies/Duplication & Other Fees | |
| Legal/City Clerk | |
| Certification of documents and Affixing City Seal | \$0.15 per page + \$3.00 |
| Preparation of verbatim City Council minutes | \$50.00/hour |
| Reproduction of City Council audio tapes | \$5.00 |
| CD-ROMs | \$1.00 |
| Various Departments | |
| Public Records: | |
| Copies of Public Records | \$0.15 per page |
| Scanned Public Records into Electronic Format | \$0.10 per page |
| Electronic files or attachments uploaded to email, cloud-based storage service or other means of electronic delivery. | \$0.05 cents per 4 files or attachments |
| Transmission of public records in an electronic format. | \$0.10 per gigabyte |
| Body Worn Camera Recording* / Video Redaction Fee | \$0.77 per minute |
| Digital Storage Media or Device; Container or Envelope used to mail copies to requestor and postage/delivery charge. | Actual Cost |
| <p>Note:</p> <ul style="list-style-type: none"> - Charges can be combined if more than one type applies. - Pursuant to RCW 42.56.120(2)(b), the City of Lakewood is not calculating/assessing all actual costs for copying records because to do so would be unduly burdensome for the following reasons: <ul style="list-style-type: none"> (1) The City does not have the resources to conduct a study to determine all actual copying costs for every actual cost type; and (2) To conduct such a study would interfere with other essential city functions; and (3) even if the City were to conduct such a study, the systems in place facilitate tasks other than public records production. <p>*Pursuant to RCW 42.56.240, the City 1) uses "redaction technology that provides the least costly commercially available method of redacting body worn camera recordings, to the extent possible and reasonable" pursuant to RCW 42.56.240(14)(f); and 2) will provide relief from the imposition of costs to those who demonstrate that they qualify for such relief pursuant to RCW 42.56.240(14)(e).</p> | |
| Non Sufficient Funds (NSF) Fee | \$25.00 |
| Extra Duty Contracts - Administrative Fee | \$2.00 per hour |
| Extra Duty Contracts - Processing Fee | \$10.00 per invoice |
| Lien Filing Fee | \$50.00 plus all recording fees |
| B. City Hall Rental Fees - Two-hour minimum reservation required for facility use | |
| Cleaning Fee (non-refundable) | \$50.00 (Saturday & Sunday only) |
| City staff attendant | Hourly rate of City staff attendant. |
| Up to a 15% Administrative charge may be added to actual expenses. In addition, an hourly rate fee will be charged for repairs or additional cleaning that is required as a result of an event. | |

| Fee Type | Fee Amount |
|---|--|
| C. Planning and Development Fees | |
| Administrative Fee (applies to all permit application types) | |
| Base Fee | \$90.00 |
| Technology Fee | 4% of the total-permit cost |
| Revenue & Finance - LMC Title 3 | |
| Multi-Family Tax Exemption (MFTE) Applications (LMC 3.64.030) | |
| Conditional Certificate Application | \$1,000.00 |
| Extension of Conditional Certificate of Application (going from 8 to 12 year) | \$625.00 |
| Final Certificate of Application | \$625.00 |
| 8-Year Tax Exemption Annual Monitoring Fee (due payable upon final certificate) | \$1,000.00 |
| 12-Year Tax Exemption Annual Monitoring Fee (due payable upon final certificate) | \$1,500.00 |
| Business License & Regulation - LMC Title 5 | |
| General Business License (GBL) | |
| General Business License (GBL) | \$90.00 |
| Specialty Business License Rates | |
| License Fee | |
| Temporary Business License | \$60.00 |
| Temporary Business License Renewal | \$60.00 |
| Pawnbroker Pawnshops | \$1,000.00 |
| Second-hand and/or salvage dealers | \$250.00 |
| Junk and/or salvage dealers | \$250.00 |
| Transient Trader in second-hand property | \$250.00 |
| Private Sales | No Fee |
| Flea Markets | \$1,500.00 |
| Adult Entertainment Establishment | \$2,500.00 |
| Panoram Premises License | \$2,500.00 |
| Panoram Device License | \$250.00 per device |
| Panoram Owner License | \$5,000.00 |
| Panoram Manager License | \$500.00 |
| Carnivals and Circuses | \$250.00 per day |
| - Five or less machines or devices | \$150.00 per week* |
| - Five or more | \$25.00 per week per device* |
| * Alternative to device fees | \$150.00 annual fee |
| Wrecker License | \$250.00 |
| Public Dances, Cabarets, Dance Halls and Teenager Dances | |
| License Fee | |
| Cabaret | \$750.00 |
| Public Dance Hall | \$150.00 |
| Public Dances (per night) | \$53.00 |
| Public Dances (annually) | \$150.00 (maximum of four per year) |
| Teenager Dances | Same as Public Dances |

| Fee Type | Fee Amount |
|--|---|
| C. Planning and Development Fees (continued) | |
| Business License & Regulation - LMC Title 5 (continued) | |
| Bathhouses | License Fee |
| Public Bathhouse | \$150.00 |
| Bathhouse Attendant | \$500.00 |
| Bathhouse Manager | \$500.00 |
| Other | License Fee |
| Outdoor Public Music Festivals | \$2,000.00 per day of festival event |
| Bondsmen | \$1,500.00 |
| Theaters | \$250.00 per screen per year |
| Transfer of license fee (commercial kennel or cattery, hobby kennel, foster kennel, private kennel, grooming parlor, or pet shop) | No fee |
| Commercial Kennel/Cattery (6-50 dogs/cats) | \$300.00 |
| Commercial Kennel/Cattery (over 50 dogs/cats) | \$500.00 |
| Solicitors and Peddlers | \$150.00 per solicitor or peddler |
| Rental Housing Safety Program - LMC Title 5 | |
| Rental Housing Safety | Permit Fee |
| Detached Single Family Rental Flat Fee Per Unit | \$50.00 |
| Multi-Family Rental Flat Fee Per Unit | \$50.00 first unit, \$20.00 each additional unit |
| Late Fee for Rental Housing Registration (up to one month past due): | |
| Any applicant or licensee who fails to make application for a Rental Housing license or renewal, within 30 days after expiration of their rental license or of the commencement of business in the case of a new rental business, shall be subject to a late application fee, computed at 100 percent of the cost of the applicable license fee. | |
| Certificate of Compliance | No Charge |
| Certificate of Compliance Transfer to New Owner | No Charge |
| Initial Safety Inspection | No Charge |
| Reinspection | \$125.00 |
| Rental Housing Inspector's Initial Registration | \$0.00 |
| Rental Housing Inspector's Annual Renewal | \$60.00 |
| Geographical Information Systems (GIS) | |
| LABOR COSTS: Labor costs for preparation of requested GIS information shall be billed on a quarter of an hour (15-minute) basis. | \$120.00 per hour |

| Fee Type | Fee Amount |
|---|---|
| C. Planning and Development Fees (continued) | |
| Public Works - LMC Title 12 | |
| Site Development Permit | |
| | Permit Fee |
| Land clearing/Grading Only; less than 500 cubic yards | \$650.00 |
| Residential | \$1,000.00 |
| Commercial | \$5,000.00 |
| Right-of-Way Development Fees | |
| | Permit Fee |
| Right-of-Way Permit (authorization to use right-of-way for minor construction, parking or other non-intrusive use) | \$240.00 plus any staff time in excess of 2 hours at \$120.00 per hour |
| Annual Right-of-Way Permit (authorization for utility companies to use right-of-way for non-intrusive maintenance activities) | \$680.00 |
| Oversize Load Permit (all vehicles in excess of legal weight or size limitations according to RCW 46.44 shall obtain an oversize load permit prior to operating on Lakewood streets) | Individual \$240.00 Annual \$680.00 Additional costs shall apply if police escorts or signal technician work is required. |
| Reinspection Fee (to cover cost of each reinspection, required in conjunction with a Right-of-Way Permit, necessary to assure compliance with the requirements of the permit) | \$680.00 |
| General Inspection Fee (for inspection not otherwise listed) | \$680.00 |
| Miscellaneous Permits (any Public Works permit not covered by the fee schedule, if performed by an employee) | \$680.00 |
| Professional Services Contracts (any private or public professional service contract needed) | \$680.00 |
| Pavement Degradation Fee (PDF): (recovers loss in pavement serviceability due to pavement cuts): | |
| | PDF Fee |
| Road Material, Type, PCI Score | |
| Flexible, High Volume, In moratorium | \$85.00 per square yard |
| Flexible, High Volume, PCI 100-85 | \$42.00 per square yard |
| Flexible, High Volume, PCI 84-70 | \$34.00 per square yard |
| Flexible, High Volume, PCI 69-50 | \$25.00 per square yard |
| Rigid, High Volume, In moratorium | \$164.00 per square yard |
| Rigid, High Volume, PCI 100-85 | \$82.00 per square yard |
| Rigid, High Volume, PCI 84-70 | \$66.00 per square yard |
| Rigid, High Volume, PCI 69-50 | \$49.00 per square yard |
| Flexible, Med-Low Volume, In moratorium | \$54.00 per square yard |
| Flexible, Med-Low Volume, PCI 100-85 | \$27.00 per square yard |
| Flexible, Med-Low Volume, PCI 84-70 | \$22.00 per square yard |
| Flexible, Med-Low Volume, PCI 69-50 | \$16.00 per square yard |
| Rigid, Med-Low, In moratorium | \$142.00 per square yard |
| Rigid, Med-Low, PCI 100-85 | \$71.00 per square yard |
| Rigid, Med-Low, PCI 84-70 | \$57.00 per square yard |
| Rigid, Med-Low, PCI 69-50 | \$43.00 per square yard |
| Right-of-Way Vacation Permit ("Sale" or vacation of city right-of-way to abutting property owners) | \$1,920.00 |
| Street Opening Permit (Used to install new or repair/upgrade existing private and public facilities located in a street right-of-way; includes pavement cuts, excavation, traffic control, etc.) | \$1200.00 plus any staff time in excess of 10 hours at \$120.00 per hour |

| Fee Type | Fee Amount |
|---|---|
| C. Planning and Development Fees (continued) | |
| Environmental - LMC Title 14 | |
| Projects Inside Downtown Subarea Plan Boundaries | |
| SEPA-Notice of Consistency with Planned Action State Environmental Policy Act (Process I and II applications LMC section) | \$120.00 |
| Downtown Subarea Planned Action Transportation Mitigation Fee (TMF) | \$2,174.00 per PM peak hour trip generated |
| All Project Areas | |
| Permit Fee | |
| Critical Area Review | \$1,565.00 |
| Flood Plain Agreement | \$480.00 |
| Written Shoreline Exempt Determination (The fee applies only to requests for a written determination by the Planning & Public Works Department that the project is exempt from the Shoreline Master Program.) | \$190.00 |
| Revised SEPA Determination | \$720.00 |
| Environmental Impact Statement (EIS) | \$4,000.00 plus preparation at contract rate to be determined |
| SEPA-State Environmental Policy Act Checklist-Flat Rate (LMC Section) | \$1,565.00 |
| SSDP - Shoreline Substantial Development Permit | \$3,000.00 |
| SCUP - Shoreline Conditional Use Permit/Shoreline Variance | \$3,000.00 plus \$2,500.00 hearing examiner deposit plus remaining balance of invoiced hearing cost (1) |
| Reasonable Use Exception other than residential (RUE) | \$2,300.00 |
| (1) Hearing Examiner Fees | |
| Where Examiner Review is required for any related use permit, appeal, etc., the applicant is responsible for and required to pay actual Hearing Examiner costs, which may be higher or lower than the deposit amount. | |

| Fee Type | Fee Amount |
|---|---|
| C. Planning and Development Fees (continued) | |
| Building & Construction Fees - LMC Title 15 | |
| Building Permit Fees | |
| Building Permit fees shall be based upon valuation. The valuation shall be determined by the Building Official. For most projects the square footage costs in the most current Building Valuation Data Table published by the International Code Council (ICC) may be employed. For projects not covered by the table construction estimation tools such as Construction Cost Data by R.S. Means or the BNI Construction Costbook may be referenced as a guide. | |
| Administrative Fee - Includes a technology fee equal to 2% of the total building permit cost. | |
| Permit fees shall be calculated from valuation in the following manner: | |
| Valuation | Corresponding Permit Fee |
| \$0 - \$500 | \$30.00 |
| \$501 - \$2,000 | \$30.00 for the first \$500.00 plus \$4.00 for each additional \$100 or fraction thereof, to and including \$2,000. |
| \$2,001 - \$25,000 | \$90.00 for the first \$2,000.00 plus \$17.50 for each additional \$1,000 or fraction thereof, to and including \$25,000. |
| \$25,001 - \$50,000 | \$492.50 for the first \$25,000.00 plus \$12.50 for each additional \$1,000 or fraction thereof, to and including \$50,000. |
| \$50,001 - \$100,000 | \$805.00 for the first \$50,000.00 plus \$9.00 for each additional \$1,000 or fraction thereof, to and including \$100,000. |
| \$100,001 - \$500,000 | \$1,255.00 for the first \$100,000.00 plus \$7.25 for each additional \$1,000 or fraction thereof, to and including \$500,000. |
| \$500,001 - \$1,000,000 | \$4,155.00 for the first \$500,000.00 plus \$6.00 for each additional \$1,000 or fraction thereof, to and including \$1,000,000. |
| \$1,000,001 - \$5,000,000 | \$7,155.00 for the first \$1,000,000.00 plus \$4.00 for each additional \$1,000.00 or fraction thereof, to and including \$5,000,000. |
| \$5,000,001 and up | \$23,155.00 for the first \$5,000,000.00 plus \$3.00 for each additional \$1,000.00 or fraction thereof. |
| Plan Review Fees | |
| Residential & Commercial | Plan review fees shall be 65 percent (65%) of the Building Permit Fee (Min 1 hour) |
| Residential Building Permits Flat Fee | |
| Manufactured Home Setup Permit | \$240.00 |
| Manufactured Home installed in a mobile home park | \$240.00 |
| Demolition Permit-Single Family (including duplex) | \$240.00 |
| Re-Roofing | \$240.00 |
| Spa or Hot Tub | \$240.00 |
| Pool | \$240.00 |
| Commercial Building Flat Fee Permits | |
| Certificate of Occupancy | \$240.00 |
| Temporary building installation and removal (i.e, job shack/office) | \$240.00 |
| Demolition Permit- Commercial/Multi-Family | \$240.00 |

| Fee Type | Fee Amount |
|---|---|
| C. Planning and Development Fees (continued) | |
| Basic Development/Plan Set Fees | |
| Plan sets approved for construction which may be used multiple times on different lots. | Permit Fee |
| Setup Fee for Establishing a Basic Plan Set | \$240.00 |
| Establish Basic Plan Set (See Valuation Table for Building Permit fee) | 1/2 Residential Permit Fee |
| Utilization of Basic Plan Set | 65% Residential Permit Fee and \$230.00 |
| Revisions of Issued Building Permit (exempt from base application fee) | |
| Commercial Building Permits | \$720.00 |
| Residential Building Permits | \$360.00 |
| Miscellaneous Fees | |
| Reinspection Fee-Per occurrence | \$120.00 |
| Whenever an Inspection is requested but the project is not yet ready for inspection, if access to the site is prevented, or if temporary silt and erosion control measures are not in place, a fee shall be paid of an hourly rate beginning with the third inspection for the same issue. | |
| Investigation Fee | \$120.00 |
| Whenever any work for which a permit is required by this code has commenced without first obtaining such permit, an investigation fee shall be paid in an amount equal to the permit fee for such project, in addition to the required plan review and permit fees | |
| Expedited Plan Review Building | City will retain the 65% Plans review Fee |
| Expedited Plan Review LMC Title: 12, 14, 15, 16, 18 | 30% in addition to the application cost |
| Washington State Building Code Council - surcharge per building permit. There is imposed a fee of six dollars and fifty cents on each residential building permit and a fee of twenty-five dollars for each commercial building permit issued by a county or a city, plus an additional surcharge of two dollars for each residential unit, but not including the first unit, on each building containing more than one residential unit. (RCW 19.27.085) | Residential: \$6.50 for 1st unit plus \$2.00 for each additional unit Commercial: \$25.00 each |

| Fee Type | Fee Amount |
|---|--|
| C. Planning and Development Fees (continued) | |
| General Comments | |
| 1) | Any person who commences any work on a building, structure, gas, mechanical, or plumbing system before obtaining the necessary permits may be subject to an investigative fee. |
| 2) | Additional inspection outside of normal business hours or investigative fee rates are calculated at \$120.00 per hour (2 hour minimum). |
| 3) | A reinspection fee shall be calculated at \$120.00 per occurrence. |
| 4) | Additional plan review resulting from revisions, resubmittals and other documents shall be calculated at \$120.00 per hour of staff time expended. |
| 5) | Additional hourly rates for which no specific fee is identified shall be calculated at \$120.00 per hour. |
| 6) | Expedited plan review by the use of outside consultants for plan checking and/or inspections will be the actual cost calculated by outside consultant. The consultant fees shall be paid directly to the outside consultant. Thereafter, the Building Official will adjust the City's building permit review fees. |
| 7) | The payment of the fee for the construction, alteration, removal or demolition for work done in connection to or concurrently with the work authorized by a building permit shall not relieve the applicant or holder of the permit from the payment of other fees as assessed. |
| 8) | Any time the use of a building or tenant space is changed, a change of use permit is required. The fee for a change of use permit is \$250.00. If alterations to the space are to be performed, additional permits and fees may be required such as building permit, plumbing permit, mechanical permit, etc. Please note that an electrical permit may be required for changes to the electrical service or wiring. |
| 9) | Foundation only permit for phased commercial and multifamily projects, 10 percent of the ICC Building Valuation. |
| 10) | Shell only permits for phased commercial and multifamily building, 80 percent of the ICC Building Valuation per square foot. |
| 11) | Review of minor additions or revisions to plans before permit issuance, \$92 per hour, minimum, one hour. Major revisions to plans will require a new plan review fee. Revisions submitted in response to plan review comments do not require additional plan review fee. Shell only permits for phased commercial and multifamily buildings, 80 percent of the ICC Building Valuation per square foot. |
| 12) | Review of minor additions or revisions to plans after permit issuance, \$120.00 per hour, minimum, one hour. |
| 13) | Review of deferred submittals, \$120.00 per hour, minimum one hour. |
| 14) | Tenant improvements for shell building, 50 percent of the ICC Building valuation per square foot. Said tenant improvement is limited to nonstructural tenant alterations not included in the building permit for the new shell building. This work is limited to improvements of previously unoccupied space. |
| 15) | Work without permits; double fees for building permits and plan review fees. |
| 16) | Building permit extension (after two extensions have been previously authorized by the Building Official. The fee is 0.5 hours at the CED hourly rate (see Staff Review Fees under Other Fees section). |

| Mechanical Permit Fees (exempt from base application fee) | |
|--|---|
| New Single Family Residences and Duplex (per unit) Flat Fee | \$240.00 |
| Residential (Prescriptive Design) | \$240.00 |
| Commercial and Non-Prescriptive Residential | Per Valuation w/ Minimum \$175.00 |
| New Commercial Building and Major Tenant Improvements permit fees will be based upon the following valuation table using the project valuation. Valuation based upon the prevailing market value including materials, labor and equipment. | |
| Project Valuation | Permit Fee |
| Up to \$5,000 | \$85.00 |
| \$5,000 - \$100,000 | \$85.00 for the first \$5,000 plus \$17.00 for each additional \$1,000 or fraction thereof, to and including \$100,000. |
| > \$100,000 | \$1,700.00 for the first \$100,000 plus \$12.00 for each additional \$1,000 or fraction thereof. |

| Fee Type | Fee Amount |
|---|--|
| C. Planning and Development Fees (continued) | |
| Mechanical Review Fees | |
| When plan reviews and/or specifications are required, the plan review fee shall be calculated at 25% of the Permit Fee. | |
| Small Tenant Improvements (mechanical < \$5,000) and equipment replacement or adding of new equipment shall use the equipment unit table below: | |
| Equipment Unit Schedule Description | Fee |
| Permit Issuance | \$34.00 |
| Issuing supplemental permits | \$12.00 |
| Furnaces up to and including 100,000 BTU | \$22.00 |
| Furnaces over 100,000 BTU | \$29.00 |
| Appliance vents | \$12.00 |
| Repair or additions to A/C systems | \$22.00 |
| Boilers, compressors and absorption systems up to and including 3 horsepower | \$29.00 |
| Boilers, compressors and absorption systems over 3 horsepower and including 15 horsepower | \$53.00 |
| Boilers, compressors and absorption systems over 15 horsepower and including 30 horsepower | \$76.00 |
| Boilers, compressors and absorption systems over 30 horsepower and including 50 horsepower | \$100.00 |
| Boilers, compressors and absorption systems over 50 horsepower | \$123.00 |
| Air handlers up to and including 25 tons | \$18.00 |
| Air handlers over 25 tons | \$29.00 |
| Evaporative coolers | \$41.00 |
| Ventilation and exhaust (fans and hoods) | \$18.00 |
| Incinerators, domestic type | \$29.00 |
| Incinerators, international type | \$41.00 |
| Each gas piping from 1 to 5 outlets | \$12.00 |
| - Additional outlets per outlet | \$3.00 |
| Thermostat | \$12.00 |
| Miscellaneous | \$18.00 |
| Plumbing Fees | |
| Permit Fee | |
| New Single Family Residences and Duplex (per unit) flat fee | \$240.00 |
| New Commercial Buildings and Major Tenant Improvements permit fees will be based upon the following valuation table using the project valuation. Valuation based upon the prevailing market value including materials, labor and equipment. | |
| Project Valuation | Fee |
| Up to \$5,000 | \$85.00 |
| \$5,000 - \$100,000 | \$85.00 for the first \$5,000 plus \$17.00 for each additional \$1,000 or fraction thereof, to and including \$100,000 |
| \$100,000 and up | \$1,700.00 for the first \$100,000 plus \$12.00 for each additional \$1,000 or fraction thereof. |

| Fee Type | Fee Amount |
|--|--|
| C. Planning and Development Fees (continued) | |
| Plumbing Review Fees | Permit Fee |
| When plans and/or inspections are required, the plan review fee shall be calculated at 25% of the Permit Fee. | |
| Small Tenant Improvements (mechanical < \$5,000) and equipment replacement or adding of new equipment shall use the equipment unit table below. | |
| Equipment Unit Schedule | Fixture Fee |
| Permit Issuance | \$34.00 |
| Issuing supplemental permits | \$12.00 |
| Furnaces up to and including 100,000 | \$22.00 |
| Each plumbing fixture with one trap | \$12.00 |
| Each building sewer | \$22.00 |
| Each drain for indoors rainwater system | \$12.00 |
| Each cesspool | \$35.00 |
| Each private sewage disposal system | \$59.00 |
| Each water heater and vent | \$12.00 |
| Each gas piping from 1 to 5 outlets | \$12.00 |
| General | |
| 1) All fees included plan review and two inspections | |
| 2) Additional inspections fee will be calculated at the rate of \$93.50 per hour. | |
| 3) After hour inspection fees will be calculated at the rate of \$140.25 per hour with a minimum of 2 hours. | |
| 4) Work without permit: fees will be doubled for work being conducted without approved permits. | |
| Fire Permit Fees - LMC Title 15 | |
| Fire Alarm Systems | Permit Fee |
| Tenant Improvements (1st four zones) | \$215.00 plus \$6.00 (per |
| - Additional zones | \$54.00 (each) |
| Residential (one and two-family dwellings) | \$215.00 plus \$6.00 (per |
| Commercial and Multi-Family (1st four zones) | \$325 plus \$6.00 (per device) |
| - Additional zones | \$54.00 (each) |
| - Sprinkler supervision only | \$270.00 |
| Fire Alarm Permit Fee for upgrading of an existing system | 50 percent (50%) of the fee |
| Fire Alarm Plan Review Fee | 25 percent (25%) of the |
| Underground Sprinkler Supply | Permit Fee |
| Underground Sprinkler Supply | \$280.00 |
| Alternative Suppression Systems | Permit Fee |
| - 1 to 5 nozzles | \$280.00 |
| - Over 5 nozzles | \$280.00 plus \$20.00 per nozzle over 5 |
| - Bottle(s) | \$30.00 per bottle |
| Above Ground Fire Sprinkler Systems | Permit Fee |
| The fee for fire sprinkler systems shall be based on the Building Permit Fee Table. The valuation shall be based on the per square foot figure of sprinkler systems as established by policy in accordance with nationally-recognized standards. | |
| Plan Review Fee (for the fire sprinkler systems are in addition to the permit fee) | 25 percent (25%) of the permit fee, with a minimum of \$125.00. |
| Tenant Improvements (relocation and addition to existing system) | valuation 20 percent (20%) |
| Standpipes (includes review, inspection and | Permit Fee |
| Temporary Standpipe | \$187.00 |
| Class I | \$374.00 |
| Class II | \$187.00 |
| Class III | \$187.00 |

| Fee Type | Fee Amount |
|--|------------------|
| C. Planning and Development Fees (continued) | |
| Other Fire Code Construction permits | |
| Compressed Gases | \$280.00 |
| Cryogenic Fluids | \$280.00 |
| Emergency Responder Communication Coverage System - Install or Modify | \$280.00 |
| Energy Storage Systems | \$374.00 |
| Fire Pumps | \$280.00 |
| Fuel Cell Power Systems | \$280.00 |
| Gas Detection Systems | \$280.00 |
| High-Piled Combustible Storage | \$280.00 |
| Industrial Ovens | \$280.00 |
| LP Gas | \$187.00 |
| Motor Vehicle Repair Rooms and Booths | \$280.00 |
| Private Fire Hydrants | \$187.00 |
| Smoke Control or Smoke Exhaust Systems | \$280.00 |
| Special Event Structure | \$187.00 |
| Spraying or Dipping | \$280.00 |
| Temporary Membrane Structures or Tents | \$187.00 |
| Flammable and Combustible Liquids | |
| Permit Fee | |
| Commercial Power Generator Installations (includes review, inspection and testing fees) | \$350.00 |
| Installation of Modification of Commercial Tank, Piping or Distribution System | \$250.00 |
| Installation of Modification to Pipeline System | \$125.00 |
| Removal of Abandoned Tank in Place of Residential Tank | No Fee |
| Removal or Abandoned in Place of Residential Tank | \$55.00 |
| Hazardous Materials | |
| Permit Fee | |
| New facility plan review – up to 2 hours plan review time and inspection | \$374.00 |
| Plan review over 2 hours | \$93.50 per hour |
| System or facility modifications | \$280.00 |
| Fireworks Fees | |
| 1) Fees for a public display permit | \$280.00 |
| 2) A liability insurance policy(ies) is/are required in accordance with the Fireworks Ordinance for both fireworks stands and public displays as follows: - \$500,000 for injuries to any one person in one accident or occurrence; - \$1,000,000 for injuries to two or more persons in any one accident or occurrence; - \$500,000 for damage to property in any one accident or occurrence; and/or - \$1,000,000 combines single limit for any one accident or occurrence | |
| 3) A bond for clean-up is required in accordance with the Fireworks Ordinance for all fireworks stands (in a bond or cashiers check) | \$500.00 |

| Fee Type | Fee Amount |
|---|------------------------------|
| C. Planning and Development Fees (continued) | |
| False Fire Alarms | |
| In the event of more than two false alarms in any 12 month period, the Fire chief may charge a fee for fire department response as specified below: | |
| - First and Second False Alarms | No Fee |
| - Third False Alarm | \$100.00 |
| - Fourth and Additional False Alarms | \$250.00 |
| EXCEPTION: False alarms resulting from the failure of a fire alarm service technician notifying the central, proprietary or remote monitoring station shall be billed at the rate of \$250.00 for each occurrence. | \$270.00 for each occurrence |
| Fire Code Permit Fees | |
| All fire code operational permits required by section 105.5 shall be assessed a fee. | \$110.00 |
| Permit charges may be waived by the Fire Chief or Fire Marshal for the following: Activities of Washington State non- profit corporations and/or civic or fraternal organizations which possess an IRS tax exempt status. Proof of IRS tax exempt shall be presented at the time of permit application. Non-profit organizations may be charged 1/2 of the listed occupancy permit fees. However, any group shall be assessed a full permit fee if the approved conditions of the permit are modified or not adhered to by the applicant. | |
| Equipment Unit Schedule | |
| - Additional outlets per outlet | \$3.00 |
| Each waste incinerator | \$12.00 |
| Water piping or water treating system | \$12.00 |
| Repair or alteration of drainage or vent | \$12.00 |
| Backflow device for lawn sprinklers | \$12.00 |
| Vacuum breakers from 1 to 5 | \$12.00 |
| - Additional units over 5 per each | \$3.00 |
| Backflow device for other systems over 2 inches in diameters | \$24.00 |
| Cross connection of reclaimed water system | \$47.00 |
| Each graywater system | \$59.00 |
| Medical gas system from 1 to 5 outlets | \$71.00 |
| - Additional outlets over 5 per each | \$12.00 |

| Fee Type | Fee Amount |
|---|--|
| C. Planning and Development Fees (continued) | |
| LMC Title 2 | |
| Certificate of Appropriateness Types I & II | \$120.00 |
| Certificate of Appropriateness Type III | \$200.00 |
| Land Use & Subdivision - LMC Titles 17 & 18 | |
| Pre Permit Activity | |
| Staff Consult (cross-functional mix of review team members help identify potential requirement for developing a single residential parcel (30 minute maximum) | \$240.00 |
| Pre-Application Conference (detailed analysis, department prepares a meeting summary) | \$480.00 - Of this amount, \$240.00 can be applied to related permits filed within 365 days of the preapplication conference |
| Hourly Rate Meeting (specific to LMC or project conditions, 1 hour minimum) | \$120.00 |
| Administrative Land Subdivision & Land Use Decisions (Type I & II) | |
| Permit Fee | |
| Design Review | \$480.00 |
| Director's Interpretation | \$250.00 |
| Temporary Use | \$200.00 |
| Zoning Certification | \$120.00 |
| Preliminary Short Plat Subdivision or Unit Lot Subdivision | \$3,500.00 |
| Boundary Line Adjustment (BLA) | \$600.00 |
| Preliminary Subdivision | \$3,850.00 |
| Final | \$2,869.00 |
| Plat Alteration | \$1,434.00 |
| Short Term Vacation Rental | \$240.00 |
| Home Occupation | \$240.00 |
| Limited Home Occupation | \$120.00 |
| Preliminary Binding Site Plans (BSP) | \$2,869.00 |
| Type I, II & III Minor Modification | 50% of current permit fee |
| Type I, II, III Major Modification | 100% of current permit fee |

Hearing Examiner and City Council Decisions (Type III & IV)

If an application requires a Hearing Examiner decision, a deposit of \$2,500.00 will be required plus remaining balance of invoiced hearing cost.

| Permit Type | | Permit Fee |
|--|--|-------------------------------|
| Cottage Development | | \$1,000.00 |
| Development Agreement | | \$2,500.00 |
| Conditional Use Permits (CUP) ⁽¹⁾ | | \$2,869.00 |
| | Conditional Use Permit-Minor Modification | \$717.00 |
| | Conditional Use Permit-Major Modification ⁽¹⁾ | \$1,434.00 |
| | Conditional Use Permit-Shoreline ⁽¹⁾ | \$2,869.00 |
| Plats Preliminary (PPLAT) ⁽¹⁾ | | \$4,565.00 + \$100.00 per lot |
| | Preliminary Amendment - Minor Type II | \$1,565.00 |
| | Preliminary Amendment - Major Type III ⁽¹⁾ | \$2,680.00 |
| | Final | \$2,869.00 |
| | Final Alteration ⁽¹⁾ | \$1,565.00 |
| Public Facilities Master Plan | | \$2,869.00 |

| Fee Type | Fee Amount |
|--|--------------------|
| C. Planning and Development Fees (continued) | |
| Variances If an application requires a Hearing Examiner decision, fees will be assessed ⁽¹⁾ | Permit Fee |
| Critical Area/Engineering/Shoreline/Zoning | |
| Variance Type I | \$520.00 |
| Variance Type II | \$780.00 |
| Variance Type III ⁽¹⁾ | \$1,565.00 |
| Appeals & Reconsiderations | |
| If an application requires a Hearing Examiner decision, Fees will be assessed ⁽¹⁾ | Permit Fee |
| Reconsideration of a Decision of the Hearing Examiner ⁽¹⁾ | \$391.00 |
| Appeal of the Administrative Officer's Decision ⁽¹⁾ | \$587.00 |
| Appeal of SEPA Determination ⁽¹⁾ | \$587.00 |
| Requests for Amendments to Regulations | |
| If an application requires a Hearing Examiner decision, Fees will be assessed ⁽¹⁾ | Permit Fee |
| Amendments to the Comprehensive Plan & other related policy documents | \$2,740.00 |
| Amendments to Development Regulations | \$3,391.00 |
| Amendments to the Shoreline Master Program | \$4,173.00 |
| Site-Specific Rezone | \$4,043.00 |
| Small Wireless Facilities Fees | Permit Fee |
| Small Wireless Franchise Fee Deposit. Requires a deposit with Small Wireless franchise application. The deposit is intended to cover all administrative expenses incurred by the City (including staff/consultant related time) associated with the review of each franchise application and associated franchise negotiations. Additional fees may apply if additional staff/consultant related time is necessary. Any application fee deposit monies not used for administrative expenses associated with the review of each franchise application and franchise negotiation will be returned to the applicant following the approval or denial of the franchise by the City Council. This administrative fee excludes normal permit fees required for work within the City Rights-of-way. City personnel will be tracking all hours expended for each Small Wireless application review and franchise negotiation. This deposit may also be applied to administrative costs associated with negotiate a Master License Agreement for Small Wireless | \$5,200.00 Deposit |
| Small Wireless Facilities Fees (per facility) | Permit Fee |
| Small Wireless Facility Annual ROW Access Fee (in lieu of ROW permits) | \$280.00 |
| Small Wireless Facility Pole Attachment Fee ("Rent" per facility on City facilities) - This fee is prorated based on the number of days covered from Rent Commencement Date to December 31. | \$280.00 |
| Small Wireless Facility Pole Replacement Fee (per replaced pole) | \$280.00 |

| Fee Type | Fee Amount |
|--|--|
| C. Planning and Development Fees (continued) | |
| Significant Tree Removal Permit | Permit Fee |
| <p>Note:</p> <p>1. All fees subject to technology fee surcharge, rounded to the nearest whole number.</p> <p>2. Tree removal permit is separate from any SEPA application fee and related mitigation.</p> <p>3. For subarea plans, the tree removal fee is charged based on the underlying zoning.</p> | |
| Off-Site Tree Replacement Permit, three (3)-inch (when trees are not being replaced onsite) | \$588.00 for each replacement tree. |
| Removal of trees, all types and species, in association with rights-of-way and/or utility easements | No permit required; public agency, and/or utility is required to provide notification to the City. |
| Permit to Establish a Heritage Tree Designation | Permit required, \$250.00 |
| Permit to Remove Heritage Tree Designation | Permit required, \$250.00 |
| Tree Removal Permit - Single Family & Mixed Residential Zoned Lots | Permit Fee |
| Zoned lots less than 10,000 square feet in size and: - No Garry oaks located thereon; - Lot not a part of a shoreline setback; and - Lot not located in a critical area. | No permit required. |
| Zoned lots less than 10,000 square feet in size and: - With one (1) or more Garry oaks located thereon; and/or - Lot within a shoreline setback; and/or - Lot located within a critical area. | Permit required, \$150.00 |
| Zoned lots greater than 10,000 square feet in size. | Permit required, \$150.00 |
| Zoned lots greater than 10,000 square feet in size and: - One (1) or more Garry oaks is located thereon; and/or - Lot is located in a shoreline setback; and/or - Lot is located in a critical area. | Permit required, \$150.00 |
| Tree Removal Permit - Other Zones | Permit Fee |
| ● Lots not within critical areas and/or shoreline setback, and/or with no Garry oak trees. | Permit required, \$150.00 |
| ● Lots within critical areas, shoreline setback, and/or with Garry oak tree(s). | Permit required, \$250.00 |
| OSR1 zoning district | Permit required, but no fee. |
| OSR2 zoning district. | Permit required, \$375.00 |
| P/1 zoning district. | Permit required, \$150.00 |
| Permit is required because the proposed code may require replacement trees. | Permit required, \$150.00 |
| Tree Emergency Removal Permit | Permit Fee |
| ● Single family zoned lots | Permit required, \$150.00 |
| ● All other zoned properties located in the City of Lakewood. | Permit required, \$150.00 |
| Annexation Petitions | Permit Fee |
| Notice of Intent to Commence Annexation | \$400.00 |
| Petition to Annex | \$3,260.00 |

| Fee Type | Fee Amount |
|--|---|
| D. PARKS AND RECREATION PROGRAMS (Facility/Use) | |
| Parks, Recreation & Community Services | |
| Special Use Permit* | |
| Events | \$200.00 - \$500.00 |
| Street Festivals and Major events | \$1000.00 - \$5,000.00 |
| Event Deposit | 50% of event permit fee |
| Event and Facility Staff | \$40.00 |
| Additional event fees and services may include permit fee + extra costs associated with event (garbage, staff support, notification, sanitation, security, camping, etc.) | Market rate + 15% |
| Alcohol Permit Fee ** (must be purchased in addition to a special use permit) | |
| Small events | \$200.00 |
| Large events | \$500.00 |
| Major events | \$1,000.00 |
| ** Special conditions apply | |
| Facility Use Cancellation/Reschedule/Refund | |
| Administrative Fee | \$10.00 (non-refundable) |
| Less than 30 days prior to use | (0%) 100% retained by City |
| 31-60 days prior to use | (50% refunded) 50% retained by City |
| More than 61 days prior to use | (75% refunded) 25% retained by City |
| Boat Launch | |
| Per launch (Credit/Debit Cards Only) | \$15.00 |
| Resident Season Pass | \$125.00 plus tax |
| Non-Resident Season Pass | \$150.00 plus tax |
| Overnight Pass | \$50.00 |
| Commercial Pass | \$250.00 |
| Outdoor Market Vendors | |
| | Daily Rate |
| Regular Stall 10x10 | \$30.00 |
| Regular Stall 10x 20 or Food Trucks | \$60.00 |
| Regular Stall 10x30 | \$90.00 |
| Outdoor Market Vendor fees do not apply to other City special events. SummerFEST vendors, miscellaneous contractors, street festivals, specialty activities, food trucks and other event fees may vary based on activity, logistics, location, anticipated guests, number of days or hours of operation, sponsorship, in-kind services, impact to the site and other conditions. | |
| Neighborhood Parks | |
| Sport Field Preparation Fees | \$25.00 |
| Neighborhood Field use | \$20.00 per hr (no prep); \$50.00 per game fee (2.5 hrs. and one prep per day) |

| Fee Type | Fee Amount |
|---|---|
| D. PARKS AND RECREATION PROGRAMS (Facility/Use) - continued | |
| Fort Steilacoom Park, American Lake Park and Harry Todd Park | |
| Large Picnic Shelters-per day, year round | |
| May require a special use permit. | \$225.00 |
| Small Picnic Shelters - per day, year round | |
| May require a special use permit. | \$125.00 |
| Pavilion | |
| Hourly Rate (4 hour minimum) | \$200.00 per hour |
| Additional Hourly fee if over 8 hours, before/after operational hours or contracted hours. | \$250.00 per hour |
| Deposit (*refundable) | 50% of rental cost |
| Custodial Charge | \$200.00 |
| *Additional rates may be charged for repairs or additional cleaning based on use of the facility. | |
| Fort Steilacoom Fields | |
| Soccer Field Use Fees | |
| - 1 Field | \$150.00 |
| - 2 Fields | \$200.00 |
| - 3 Fields | \$250.00 |
| - 4 Fields | \$300.00 |
| - 5 Fields | \$350.00 |
| Field preparation (Soccer) | \$50.00 per prep |
| Single Soccer Field (no preparation) | \$50.00 per 60 minutes |
| Youth Soccer Fees | |
| Youth soccer teams not associated with city leagues but use city fields for league play, pay a per team fee. Field availability may vary and field prep fees apply. | |
| - Age 10 years and under | \$100.00 per team |
| - Age 11 - 18 years | \$125.00 per team |
| - Adult, age over 18 years | regular field use rates apply |
| Baseball Field (Fields 2-4) with turf Infields per field, per day | |
| - 1 Field | \$300.00 |
| - 2 Fields | \$600.00 |
| - 3 Fields | \$900.00 |
| Turf Field Hourly rate (Monday- Friday) 2 hour minimum | \$50 per hour |
| Mound Change | \$50.00 |
| Home Baseball Field Complex (Field 1) | |
| Home Field -per day | \$600.00 |
| Home Field - hourly rate (Monday- Friday) (2 hour minimum) | \$70.00 |
| Lights | \$25 per hour |
| Scoreboard | \$25 per hour |
| Facility Staff | \$40 per hour |
| Batting Cage | \$50 per hour |
| Tournament Deposit and Cancellation Fees | |
| - Nonrefundable tournament reservation fee (does not go towards tournament fees) | \$100 per tournament |
| - Tournament Deposit (will go towards tournament fees) | \$100.00 per field |
| - Tournament cancelled less than 30 days prior | 50% of deposit refunded |
| - Tournament cancelled 31-60 days prior | 75% of deposit refunded |
| Youth Baseball Fees | |
| Lakewood Youth baseball teams not associated with city leagues Field availability may vary (Monday- Friday) | \$50.00 per game fee (2.5 hours) Fields 2-4 only |

| Fee Type | Fee Amount |
|---|---------------------------|
| D. PARKS AND RECREATION PROGRAMS (Facility/Use) - continued | |
| Other Fees | |
| Open Space: Requires a special use permit. | \$100.00 - \$200.00 |
| Non-Refundable Vendor Application Fee | \$25.00 |
| Advertising Banner | \$100.00 per day |
| Concessions | \$25.00 - \$50.00 per day |
| Additional Staff Fee | Hourly rate of staff |
| Parking, camping and other revenue collected by renter for event | 15% of gross revenue |
| In addition, an hourly rate will be charged for repairs or additional cleaning. | |
| Neighborhood Shelters (Active, Wards, Springbrook Parks) | |
| May require a special use permit. | \$80.00 per day |
| McGavick Center Facility Use/Rental | |
| Non-profit organizations may rent the entire facility for a flat fee of \$1,500.00. The City's available days for rental/use are limited in number each year. | |

| Fee Type | Fee Amount |
|--|---|
| E. ANIMAL CONTROL LICENSING FEES | |
| Police | |
| The annual license fees for the ownership, keeping, or having control of dogs and/or cats in the City shall be as follows: | |
| - Dogs (altered) | \$20.00 |
| - Dogs (unaltered) | \$55.00 |
| - Cats (altered) | \$12.00 |
| - Cats (unaltered) | \$55.00 |
| Reduced rates for physically disabled and senior citizens, 65 years of age or older: | |
| - Dogs (altered) | \$10.00 |
| - Dogs (unaltered) | \$30.00 |
| - Cats (altered) | \$4.00 |
| - Cats (unaltered) | \$30.00 |
| Animals exempted from payment of fee - Guide Dog or Service Animal (with | No Fee |
| In order to receive the fee advantage for altered dogs and cats, an individual must provide either proof of alteration from a licensed veterinarian or a written statement from a licensed veterinarian that the spay/neuter procedure would be harmful to the animal. | |
| F. BURGLAR/SECURITY ALARM PERMIT FEES | |
| Police | |
| The fee for burglar/security alarm systems operating within the City of Lakewood as defined in Chapter 9A.13 of the Lakewood Municipal Code are as follows: | |
| Annual Permit Fee | \$24.00 |
| - for Senior Citizens or Physically | \$12.00 |
| General False Alarm Fee | \$100.00 each incident |
| Robbery False Alarm Fee | \$200.00 each incident |
| Supplemental False Alarm Fee for Unregistered | \$100.00 each incident |
| Late Fee if False Alarm Fee is not paid in 30 days of invoice | \$25.00 |
| Appeal Fee (refundable if fee is overturned) | \$50.00 |
| Alarm Company Fee for Failure to Verify Alarm Signal | \$100.00 |
| Alarm Company Fee for false statements concerning the inspection of an alarm site or alarm performance | \$200.00 |
| Failure to comply and provide customer lists to Alarm Administrator | \$25.00 per working day (after the initial 30-day notice expires, i.e. day 31) |
| Failure to renew (assessed the Alarm Agreement Holding Company) | \$100.00 |
| Failure to obtain an alarm permit from the Police alarm Administrator | \$10.00 per each registered alarm user in City, with maximum of \$100.00 |
| Reinstatement fee for unregistered alarm installation company or unregistered company | Greater of 100.00 or \$10.00 per alarm user of letters that have been sent |