

RESOLUTION NO. 2013 - 40

**A RESOLUTION** establishing a land development permit fee schedule.

**WHEREAS**, the City has repealed ECC Title 13 – Zoning and has replaced it with the adoption of a new ECC Title 15 - Land Development Code (LDC); and

**WHEREAS**, the repealed ECC Title 13 – Zoning contained a Chapter 13.54 – Fees and Charges, which established the City’s fees and charges for land development permits; and

**WHEREAS**, the City intends to establish its land development permit fees and charges by Resolution rather than as part of City Code in order to more efficiently allow updates to those fees when necessary;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ELLENSBURG, WASHINGTON, DOES RESOLVE AS FOLLOWS:**

**Section 1. Fee Schedule.** Land use permit and processing activities pursuant to ECC Title 15 – Land Development Code will be charged fees according to the following schedule. Fee schedules for other permit and processing fees that may be associated with land use and development permits, including but not limited to public works permits, will be charged by the responsible city department in accordance with that department’s fee schedule.

- A. Rezone or zone change: \$1,200.
- B. Conditional use permit: \$346 except if involves only a home occupation in which case the fee is \$65.
- C. Code interpretation: \$75.
- D. Variance: \$500.
- E. Pre-application review: \$500. The fee charged for pre-application reviews shall be credited towards any additional city permit fee charges applied to the proposed subject project, provided that such additional permit applications are

applied for and deemed complete by the city within two (2) years from the date of the pre-application review. If no additional city permits are sought for the proposed project subject to the pre-application review, the applicant shall not be refunded any portion of the pre-application review fee.

F. State Environmental Policy Act (SEPA).

1. Checklist Review and Threshold Determination: \$800

2. Environmental Impact Statement (EIS) Preparation and Review.

a. When the city is the lead agency for a proposal requiring an EIS, the responsible official may determine:

i. that the EIS shall be prepared by employees of the city, in which instance the city may charge and collect a reasonable fee from the project applicant to cover all costs incurred by the city in preparing the EIS. The responsible official shall advise the applicant of the projected costs for the EIS and the applicant shall post bond or otherwise ensure payment of such costs prior to the city initiating the process to prepare the EIS.

ii. that the EIS shall be prepared by a consultant, in which instance the responsible official shall select such consultant through a call for proposals and the applicant shall be responsible for payment of all costs associated with the EIS preparation. The city shall require the applicant to post a bond or otherwise ensure payment of such costs.

b. If a proposal is modified so that an EIS is no longer required or if a proposal is totally withdrawn, the responsible official shall refund any SEPA fees collected which remain after all incurred costs have been paid.

3. Public Notice. The applicant shall be responsible for payment to the city of all costs of meeting the SEPA public notice requirements relating to the applicant's proposal.

G. Subdivisions (10 or more lots)

1. Preliminary subdivision application: \$1,200.
  2. Final subdivision application: no charge except the applicant shall be responsible for the cost of recording the final subdivision with the Kittitas County Auditor.
- H. Short subdivisions (less than 10 lots)
1. Preliminary short subdivision application: \$350.
  2. Final short subdivision application: no charge except the applicant shall be responsible for the cost of recording the final short subdivision with the Kittitas County Auditor.
- I. Boundary line adjustments: \$300 plus the cost associated with recording the boundary line adjustment with the Kittitas County Auditor.
- J. Binding site plan review: \$1,200 plus the cost associated with recording the binding site plan with the Kittitas County Auditor.
- K. Development Agreements: \$1,500
- L. Appeals pursuant to ECC 15.230: \$450
- M. Temporary use permits pursuant to ECC 15.250.010: \$75
- N. Site development permits pursuant to ECC 15.250.020: \$75
- O. Design review pursuant to ECC 15.250.030
1. Non-Landmark Register properties: \$200
  2. Landmark Register properties: no charge
- P. Miscellaneous:
1. Zoning map: \$5
  2. Copies (per sheet):

8.5 x 11      \$0.15

18 x 24      \$2.25

24 x 36      \$3.00

3. The city manager or the manager's designate and any other administrative officials of the city shall be exempt from such fees, charges or expenses when making appeals on behalf of the city.

4. No permit, certificate, or approval shall be issued nor shall any action be taken in furtherance of the permit, certificate or approval unless or until the applicable costs, charges, fees, or expenses have been paid in full.

5. No fee shall be required for any action submitted by the city council.

6. Upon application, the city council may waive any of the fees described herein; provided, that a finding shall be made that one or more of the following conditions exists:

A. if the applicant meets the criteria for indigent status in accordance with Washington Courts, GR 34.

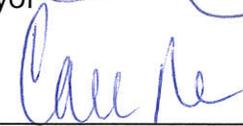
B. Payment of a fee resulted from an improper action by an administrative official of the city.

**Section 2. Effective Date.** This Resolution shall become effective contemporaneously with the effective date of the new Land Development Code.

PASSED AND APPROVED by the City Council of the City of Ellensburg this 2nd day of December, 2013.

  
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Mayor

Attest:

  
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City Clerk