

CITY OF LAKE STEVENS  
LAKE STEVENS, WASHINGTON

**RESOLUTION NO. 2025-09**

**A RESOLUTION OF THE LAKE STEVENS CITY COUNCIL AMENDING RESOLUTION NO. 2025-09, THE CURRENT CITY FEE RESOLUTION**

WHEREAS, the City Council, through ordinance, has adopted regulations requiring certain actions and services; and,

WHEREAS, these various ordinances set forth that fees shall be set by resolution; and,

WHEREAS, the cost of providing these various services consistent with applicable codes, regulations, and policies periodically increase or decrease, or certain services or practices are discontinued and fees are no longer needed; and,

WHEREAS, it is the intent of the City of Lake Stevens to charge appropriate fees and charges that are consistent with the services provided and to cover the public cost of providing these various services so that the public is not subsidizing individual benefits derived there from;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LAKE STEVENS TO AMMEND THE FEES RESOLUTION AS FOLLOWS Through the enactment of Resolution No. 2025-09:

**Section 1. Fees and Deposits-General.**

- A. Fees. Fees are intended to cover the normal, recurring administrative costs associated with said action, such as secretarial staff time, advertising, mailings, file distribution, etc. and project review. Certain fees may be refundable based on a case by case analysis from the applicable department director and approval of the Finance Director. The applicant is responsible for costs incurred for any portion of project/permit reviewed by a consultant hired by the City for such review.
- B. Payment Due. Fees and deposits are due at the time the action is requested (e.g., at time of application) or occurs (e.g., prior to a specific action). An applicant may pay all fees and deposits of a multi-phased project in advance; however, doing so does not vest applicable fees due. Fees due are those in effect at the time the specific action or phase of an action is requested or occurs.
- C. Late Payment Penalties. If payment is not received within 30 days of the due date specified on the invoice, the amount due shall accrue interest at the rate of 1.5 percent per month, with a maximum monthly interest accrual of \$20.00, from the date the fee became due and the date payment is actually made.
- D. Waivers. Upon petition by the applicant, the Mayor or designee may waive any of the fees or portions thereof, for any non-profit organization that provide services for the necessary support of the poor or infirm, or upon the submittal of a signed and notarized declaration of financial hardship, in the form attached to this resolution.
- E. Concurrent Applications. Concurrent applications requiring land use fees established by this resolution shall be subject to each fee cumulatively as if reviewed separately. There shall be no

reduction in fees where more than one type of fee is charged for a project.

F. The city will use an annual 5-year average CPI-U adjustment to the land use, building permit and park and traffic impact fees, which will be updated annually. This CPI-U adjustment will occur and become effective January 1st of each year.

**Section 2. Land Use Fees.** Fees for various services, actions, and permits regarding land use, as per LSMC Title 14 and 16, shall be as listed in Table A. Land Use fees are in addition to Building Permit fees. Attorney and other consultant fees may be recovered for specific projects.

**Table A: Schedule of Land Use Fees**

<b>Land Use Fees – Table A:</b> All fees listed below include the following: two complete submittal reviews including consultant indirect costs for the two reviews, public notice (as applicable based on the permit Type), a land use decision, and required inspections. After two reviews, each subsequent review is subject to an hourly review rate as well any additional consultant costs.	
<b>Permit Type</b>	<b>Fee</b>
<b>Type I Land Use Permits – Administrative without Public Notice</b>	
Administrative Modifications	\$1,043
Adult Family Home (also requires Home Occupation Business License and Building Permit)	\$506
Boundary Line Adjustments	\$1106
Change of Use	\$727
Code Interpretation	\$885
Concurrency Certification	\$253
Construction Plan Approval	\$5,900
Design Review	\$1,106
Event Level 1	\$105 (+ Fire Permit fee)
Event Level 2	\$237 (+ Fire Permit fee)
Event Level 3	\$342 (+ Fire Permit fee)
Event Level 4	\$1,106 (+ Fire Permit fee)
Event Level 4 Deposit	80% of City estimated cost for City Services
Event Expedited Review Fee	\$105
EDDS Deviation / Frontage Improvement Waiver	\$495
Floodplain Development Permit (standalone)	\$495
Legal Lot Status Determination	\$601
Land Disturbance, Minor	\$980
Mobile Food Vendor	\$253 License + Fire Permit
Mobile Food Vendor Renewal	\$126 Renewal + Fire Permit
Multi-Family Tax Exemption	\$853
Pasture/Waste Management Plan (LSMC 5.18.040)	\$253
Reasonable Use Exception	\$495 + Critical areas review fee

Shoreline Exemption	\$601
Shoreline Exemption with Floodplain Development Permit	\$727
Mooring Buoy	\$211
Short Term Rentals	\$537
Short Term Rental Renewal	\$126
Signs	\$253
Sign, Master Sign Program	\$632
Temporary Residence	\$253
Temporary Mobile/Modular Public Structures in any zone	\$253
Temporary Structures	\$253
Underground Utility Deviations	\$495
Zoning Verification Letter	\$379
<b>Type II Land Use Permits – Administrative with Public Notice</b>	
Administrative Conditional Use	\$1,322
Administrative Variance	\$1,322
Binding Site Plan	\$8,281
Binding Site Plan Revision	\$1,475
Short Subdivision, Preliminary	\$3,224
Short Subdivision Alterations	\$1,707
Short Subdivision/Subdivision, Pre-check and Survey Review	Consultant review cost + hourly staff review
Short Subdivision, Final	\$1,101
Short Subdivision, Vacation	\$1,707
Subdivision Alterations, Minor LSCM 14.18.060 (b) (1)	\$1,707
Subdivision, Final	\$3,219
Major Land Disturbance Permit	\$1,449
Major Land Disturbance with Class IV Forest Practices	\$1,702
Shoreline Substantial Development Permit	\$1,196
Site Plan Review	\$1,349
Temporary Encampments	\$2,434
<b>Type III – Quasi-Judicial, Hearing Examiner</b>	
Conditional Uses	\$4,530
Subdivisions, Preliminary	\$10,852
Subdivision Alterations, Major LSCM 14.18.060 (b) (2)	\$5,426
Shoreline Variances	\$4,025
Variances	\$4,025
<b>Type IV – Quasi-Judicial, City Council with Hearing Examiner Recommendation</b>	

Essential Public Facilities	\$4,530
Rezone, Minor – Site Specific Zoning Map Amendment	\$4,530
Secure Community Transition Facilities	\$4,530
<b>Type V – Quasi-Judicial, City Council</b>	
Right-of-Way Vacation	\$1,791
<b>Type VI- Legislative, City Council with Planning Commission Recommendation</b>	
Comprehensive Plan Amendment, Minor	\$3,793
Comprehensive Plan Amendment, Major Amendment (5-year cycle)	\$5,163
Development Agreement	\$3,561
Land Use Code Amendments (LSMC 14.16C.075)	\$3,561
Rezone, Major – Areawide Zoning Map	\$3,561

<b>SEPA REVIEW</b>	
SEPA Addendum	\$474
SEPA Appeal (to Hearing Examiner)	\$2,107 Hearing Examiner fee + hourly fee
SEPA, Environmental Impact Study (EIS)	\$1,264
SEPA, Planned Action Certification	\$853
Review of requested studies (including traffic, drainage, etc.)	\$253 (2 hour minimum) per study
SEPA Review (DNS or MDNS)	\$853
SEPA (Stand-alone Type II)	\$1,027

<b>RIGHT-OF-WAY PERMIT FEES</b>	
Fees for plan review and inspections are comprehensive, with two (2) corrections each; all additional plan review and inspections shall be charged at the hourly rate.	
Right-of-Way Permit – Private Enhancement in accordance with (LSMC 14.56.270)	\$126 + hourly cost after
Right-of-Way Permit – All Others	\$253 + hourly cost after
Road Cuts (required for pavement cuts where lane-width or greater roadway overlay is not required by the city)	\$5 per liner foot of roadway cut
Right-of-Way Work without inspection or permit	\$253 per instance
MISCELLANEOUS STAFF REVIEW & INSPECTIONS	\$126 (Staff) /\$221 (Director) hourly rate All fees are calculated at a one-hour minimum charge + hourly cost after

<b>MISCELLANEOUS FEES</b>	
<b>APPEALS AND RECONSIDERATION</b>	
Appeal, City Council	\$817
Appeal, Hearing Examiner	\$817 + Hearing Examiner Cost

Appeal, Shoreline Hearings Board	\$817
Contested Hearing (Code Enforcement)	\$369 + Hearing Examiner Cost
Reconsideration, Applicable Director	\$1,106
Reconsideration, Hearing Examiner	\$469 + Hearing Examiner fees
<b>ANNEXATIONS</b>	\$464 + hourly cost after
<b>CONCESSIONS</b>	
Background Check	\$70
Concession Agreement Review/Administration (lease rate)	Negotiated
Damage & Litter Deposit (refundable at end of contract)	Negotiated
Lease Rate	Negotiated
<b>CONSULTANT FEES INCLUDING ATTORNEY REVIEW</b>	Actual Cost + \$53 administrative fee
<b>CRITICAL AREA REVIEW</b>	Actual Cost + \$53 administrative fee
<b>PERMIT EXTENSION</b>	\$253
<b>PERMIT REVISION</b>	\$253 + hourly cost after

<b>IMPACT FEES</b>	
<b>Park Mitigation Fees</b>	
Single-family residences (e.g., single-family residence, duplex and manufactured home)	\$4,572
Multifamily residences with two or more bedrooms	\$3,306
Multifamily residences and Accessory Dwelling Units with 0-1 bedrooms	\$2,104
<b>School Mitigation Fees</b>	
Lake Stevens Schools <sup>1</sup>	
Detached Single Family Residence	\$13,730/unit
Townhouse/Multiplex	\$2,627/unit
Multifamily( 0-1 bedrooms)	0
Multifamily( 2+ bedrooms)	\$741/unit
Snohomish Schools <sup>1</sup>	
Detached Single Family Residence	\$5,361/dwelling unit
Duplex/Townhouse	\$5,462/dwelling unit
Multi-Family (0-1 bedrooms)	0
Multi-Family (2+ bedrooms)	\$1,357/dwelling unit
<b>Traffic Mitigation Fees</b>	
Traffic Impact Zone 1	\$2,894
Traffic Impact Zone 2	\$3,655

Traffic Impact Zone 3	\$3,655
<b>MISCELLANEOUS STAFF REVIEW</b>	\$126 (Staff)/\$221 (Director) hourly rate. All fees are calculated at a two-hour minimum charge + hourly cost after.
Review of requested studies	\$253 + hourly cost after
Tree Replacement Fee In-Lieu (per LSMC 14.76.120(e))	\$58/tree
Lake Safety Marker – one time fee for the Lake Safety Program for buoy purchase	\$369
<b>PRE-APPLICATION CONFERENCE FEE</b>	\$885 (Fee is credited toward application fee over \$1000 at submittal if received within 12 months from date of pre-application)
<b>RECORDING FEES</b>	Direct Recording Costs + Staff Hourly Rate.

**Section 3. Building Permit Fees.** (Land Use fees, if required, are in addition to Building Permit fees.)

- A. Washington State Building Codes Adopted. The City of Lake Stevens does hereby incorporate by this reference as though fully set forth the fees from the current editions of:
  - 1. The International Building Code (IBC)
  - 2. The International Residential Code (IRC)
  - 3. The International Mechanical Code including the International Fuel Code, National Fire Protection Association 58 (Liquefied Petroleum Gas Code) and National Fire Protection Association 54 (National Fuel Gas Code)
  - 4. The Uniform Plumbing Code
  - 5. Washington State Barrier Free Regulations (Title 51 WAC)
  - 6. Current edition of the Washington State Energy Code
  - 7. The International Fire Code
  - 8. Current edition of the Washington State Ventilation & Indoor Air Quality Code
- B. Valuation for Calculating Building Permit Fees shall be determined according to the International Code Council "Building Valuation Data" which is herein incorporated by reference as though fully set forth. The "Building Valuation Data," including modifiers, is found in Building Safety Journal, and is published quarterly by the International Code Council. Subsequent annual revisions of the "Building Valuation Data" shall be automatically incorporated by this reference to be effective immediately following each new publication. Building permit fees shall be based on the formulas contained in Table 1A.

**Table 1A: Building Permit Fees**

<b>Building Fees – Table 1A</b>	
<b>Total Value</b>	<b>Fee</b>
Fees for permits include permit process, file management, payment processing, coordination and inspections which are comprehensive, with two (2) corrections each; all additional inspections, and submittals shall be charged at the hourly rate after two.	
\$1-\$1,000	\$66
\$1,001-\$2,000	\$66 first \$500 plus \$5 each \$100 or fraction
\$2,001-\$25,000	\$116 first \$2,001 plus \$21 each \$1,000 or fraction

\$25,001-\$50,000	\$606 first \$25,001 plus \$15 each \$1,000 or fraction
\$50,001-\$100,000	\$1046 first \$50,001 plus \$11 each \$1,000 or fraction
\$100,001-\$500,000	\$1,580 first \$100,001 plus \$8 each \$1,000 or fraction
\$500,001 and up	\$4,997 first \$500,001 plus \$6 each \$1,000 or fraction

**Table B2: Schedule of Miscellaneous Building Permit Fees**

<b>Building Permit Fees – Table B2</b>	
<b>Miscellaneous Building Permit Fees</b>	
<b>Permit Type</b>	<b>Fee</b>
Fees for plan review are comprehensive, with two (2) review correction cycles; all additional plan reviews shall be charged at the hourly rate.	
Basic Plan Set-up fee	\$253 permit fee
Demolition	\$126 permit + \$126/hr (1hr min) and hourly whichever is greatest plan check
Fence/Retaining Wall	Table 1A based on value permit fee + 65% of permit fee or \$126/hr (1hr min) and hourly whichever is greatest plan check
Manufactured Home/ Residential/Commercial and Modular)	Table 1A based on value (placement, skirting and egress) permit fee + 65% of permit fee or \$126/hr (1hr min) and hourly whichever is greatest plan check
Certificate of Occupancy/Temporary Certification of Occupancy (no construction, update or reissue)	\$253/hr (2hr min) whichever is greatest permit + \$253 (2hr min) and hourly whichever is greatest plan check (if required)
Adult Family Home (WABO Review/Inspection ONLY)	\$253/hr (2hr min) whichever is greatest permit + \$253 (2hr min) and hourly whichever is greatest plan check (if required)
Revisions	\$253 (2hr min) and hourly whichever is greatest plan check
Permit or Plan Review Extension	\$253 permit fee
Inspection-overtime (overtime determined by the building official based on staff availability)	\$379 (2hr min at rate of \$190) and hourly whichever is greatest whichever greatest permit
Re-inspection (after 2 <sup>nd</sup> inspection, or cancellation after 7am notice)	\$126/hr and hourly whichever is greatest permit
Investigation-stop work and/or cease and desist)	2 times permit
Reinstatement of expired permits shall be determined by building official, shall not be across code cycles and within 1 year of expiration date without changes to plans	\$253 (2hr min) whichever greatest permit + \$126 (1hr min) and hourly whichever is greatest plan check
Deck, Dock	\$42/sq.ft. - uncovered \$47/sq.ft. - dock \$53/sq.ft. - covered \$26/sq.ft.
Unfinished basement (R-3)	

**Table B3: Mechanical and Plumbing Fees**

<b>Building Permit Fees – Table B3</b>	
<b>Mechanical and Plumbing Fees</b>	
<b>Permit Type</b>	<b>Fee</b>
Fees for inspections are comprehensive, with two (2) corrections each; all additional inspections shall be charged at the hourly rate.	
Mechanical All types	<p><b>Residential</b> new -10% of building permit fee. Add/alter-\$211w/4 pieces of equipment over 4-\$16 each additional.</p> <p><b>Commercial</b> - table 1A based on value of the equipment and installation. Add/alter not requiring plan check-\$211 w/4 pieces of equipment over 4-\$16 each additional.</p>
Plumbing All types	<p><b>Residential</b> new-10% of building permit fee. Add/alter-\$211 w/4 pieces of equipment over 4-\$16 each additional.</p> <p><b>Commercial</b> - table 1A based on value of the fixtures and installation. Add/alter not requiring plan check-\$211w/4 pieces of equipment over 4-\$16 each additional.</p>

**Building Permit Fees – Table C**

<b>Plan Review Fees</b>	
<b>Permit Type</b>	<b>Fee</b>
Fees for plan review are comprehensive, with two (2) review correction cycles; all additional plan reviews shall be charged at the hourly rate. Valuation of plumbing and mechanical work for determining the plumbing and mechanical permit fees shall be based on the plumbing and mechanical work for each permit and listed for combination permits separately.	
Residential, (Duplex and IRC Townhomes)	65% of table IA or \$126 (1hr min) whichever is greatest
Basic House plan check	See table 2B
Commercial, (Multi-Family and Mixed Use)	65% of table IA or \$126 (1hr min) whichever is greatest
Plumbing & Mechanical-Commercial, Multi-Family and Mixed Use	40% of Plumbing & Mechanical permit fee or \$126 (1hr min) whichever is greatest
Other: All overtime plan review as determined by the building official based on staff availability	\$379 (2hr min at \$190 hourly) and hourly whichever is greatest plan check

**Fire Department Commercial Plan Review****Building Permit Table D - Fire Fees (SRFR) 2026 fees are hereby adopted by reference Table A)**

<b>Plan Review Fees</b>	
<b>Total Value</b>	<b>Fee</b>
Fees for plan review are comprehensive, with two (2) review correction cycles; all additional plan reviews shall be charged at the hourly rate.	
New or Tenant Improvement Building Permits – Applies to all Occupancies except Group U (Adopt Snohomish Regional Fire & Rescue (SRFR) by reference. Section 2, table A Building Permit Fees	
Group R-3 or IRC Dwellings (regardless of valuation)	\$32
\$0-\$5,000	\$32
\$5,001-\$10,000	\$63
\$10,001-\$28,000	\$94
\$28,001-\$55,000	\$185
\$55,001-\$275,000	\$308
\$275,001-\$550,000	\$431
\$550,001-\$1,000,000	\$584
\$1,000,001-\$2,000,000	\$810
\$2,000,001-\$5,000,000	\$921
\$5,000,001-\$10,000,000	\$1,106
Over \$10,000,001 (Fee plus \$66 per \$500,000 prorated)	\$1,288

C. Fire (SRFR) 2026 fees are hereby adopted by reference. See SRFR Tables A, B, C, D and E, F, G, H, I, J, K, L, M, N and O for Sprinkler and Alarm fees, Operational, Investigation, Miscellaneous, City Administrative 15% of Permit Fee, minimum \$32 and 5% Technology.

D. Miscellaneous Building Permit Fees. Tables B2 specifies those fees charged for permits to be issued pursuant to the Washington State Building Code and which are not included in the provisions of Section 3 Subsections A and B.

**Section 4. Animal Code Fees.** Fees for other various services, actions, and permits related to Animal Control, as per LSMC Title 5, shall be as listed in Table D.

**Table D: Animal Code Fees**

Permit/Action	Fee (\$)
<b>Dog/Cat License:</b>	
– Each dog or cat licensed within 60 days of residency or within 60 days of acquiring pet, lifetime	Free
– Each dog or cat neutered or non-neutered, lifetime	\$21
– Senior Citizen (defined as being 62 years of age or older) owners, lifetime	Free

<ul style="list-style-type: none"> <li>– Service and guide dogs, lifetime</li> <li>– Duplicate license for lost or destroyed dog/cat tag</li> <li>– Duplicate license - Senior Citizen owners and Service/Guide Dogs</li> <li>– Other Code Violations: <ul style="list-style-type: none"> <li>■ First Offense, For first offense the fee for such violation will be set equivalent to the Basic Rule Violation as set forth in the Justice Information System (JIA) Law Table as published by the Administrative Office of the Courts.</li> <li>■ Second Offense, For the second offense, the fee for such violation shall be set equivalent to double the Basic Rule Violation as set forth in the Justice Information System (JIA) Law Table as published by the Administrative Office of the Courts.</li> </ul> </li> </ul>	Free \$4 Free
<b>Impound Fees for Cost Recovery:</b>	
<ul style="list-style-type: none"> <li>– Dogs and cats (at police kennel)</li> <li>– Animals</li> <li>– Dogs, Cats and other animals (at/or transported to animal shelter) As set forth by the Everett Animal Shelter animal impound fee schedule, plus an additional \$5.00 administrative fee for reviewing and processing billing statements.</li> <li>– Additionally, any costs incurred which exceed the base fee and which are associated with the collection, impoundment, maintenance, treatment, and destruction of the animal(s), any fees owing, and any costs of damage cause by the animal(s) shall be the liability of the owner. The City is not responsible for such costs incurred.</li> </ul>	\$26 \$32 Varies

**Section 5. Miscellaneous Police Fees.** Fees for various Police services, actions, and permits shall be as listed in Table E.

**Table E: Schedule of Miscellaneous Police Fees & Fines**

Permit/Action/Service	Fee (\$)
<b>Fingerprinting:</b>	
1. For Concealed Pistol and Solicitor Licenses	State fee
2. People who work or reside in the City (per 2 cards)	10
3. People who do not work or reside in the City (per 2 cards)	20
<b>Fine:</b>	
1. Failure to pay fee (50% reduction if paid within 24 hours)	40
<b>DUI cost recovery:</b>	
1. Administrative fee	200
2. Jail booking fee (or as revised by Snohomish County or City of Marysville)	82
3. Daily lodging fee (or as revised by Snohomish County or City of Marysville)	61
<b>False Alarm Fees:</b>	
1. Second response to premises within six months after the first response	25
2. Third response to premises within six months after a second response	50
3. Fourth response to premises in six months after the third response and for all succeeding responses within six months of last response	100
<b>Impound Fees for Cost Recovery:</b>	
Signs if owner wants returned, per sign	25
Impound fee for wheeled recreational devices	60
Administrative storage fee for impounded vehicles	15
<b>Fine for parking:</b>	
1. Fine for parking as described in Lake Stevens Municipal Code Section 7.12.090, Prohibited Parking	100
<b>Off-duty Officer:</b>	<b>Refer to current billable rate schedule</b>
Security for Non-profits	
Security for others (includes a 15% administrative fee)	
<b>Special Event Services Deposit:</b> (For special planned events that require additional police services)	\$100 per hour of event with one hour minimum
<b>Letters for search of local criminal justice data bases</b>	10
<b>Administrative dismissal of infraction for operating motor vehicle without insurance – administrative fee</b>	25

**Section 6. Miscellaneous Fees.** Fees for various other services, actions, and permits shall be as listed in Table F.

**Table F: Schedule of Miscellaneous Fees and Fines**

Permit/Action	Fee or Fine (\$)
<b>Public Works and Parks and Recreation Departments:</b>  Hourly Rate for Service for Non-profits Hourly Rate for Service for others (includes a 15% administrative fee)  <b>Equipment/Assets:</b> - Theft or Vandalism/Damage - Lost Items (applies when City items are leant out to events)	<b>Refer to current billable rate schedule</b>  Actual Replacement Cost + 20% + Staff Time
<b>Business Licenses:</b> - Non-refundable Adult Entertainment (Cabaret) application fee  - Adult Entertainment (Cabaret) Establishment (annual)  - Adult Entertainment (Cabaret) Establishment Manager/ Entertainer (annual)  - Business License Registration, General Business - Business License Registration, Non-Resident - Business License Registration, Home Occupation - Business License Registration – Annual Renewal - Temporary business license Renewal - Canvassers, Solicitors and Peddlers (includes City application fee, does not include Washington State Patrol fingerprint processing fee License expires one year from date of application)  - Live music and/or dance entertainment (annual) - Games (annual) - Pawnbroker and Second Dealers (annual)	\$105  \$527  \$53/person  \$126 \$42 \$95 \$26 \$42 \$5 \$79 for the 1 <sup>st</sup> three employees, and \$11 for each additional employee  \$53 \$53 \$527
- Washington State Department of Licensing's Master License Service and Business license handling fees are hereby adopted by reference only, fees assessed and collected by Department of Revenue (DOR). - Business license handling fee (fees shall be automatically amended by the State)	New Application \$19 Renewal \$11 DOR Processing \$50
<b>Code Enforcement Review &amp; Inspection Fees:</b> Fee for review and inspections are comprehensive, with two	\$126 (Staff) /\$221 (Director) hourly rate. All fees are

Permit/Action	Fee or Fine (\$)
(2) corrections each, all additional review and inspections shall be charged at the hourly rate.	calculated at a two-hour minimum charge + hourly cost after.
<b>Duplication of Public Records: (postage/delivery costs extra)</b> For all records duplication regardless of format, first \$1 cumulative will be waived.	
- In-house Copying of City documents to pdf when original document is not in electronic format.	15¢/page/side
- Electronic files or attachments uploaded to e-mail, cloud-based data storage service or other means of electronic delivery.	10¢/page/side \$1 extra for copy to CD
- Transmission of public records in an electronic format or for the use of agency equipment to send the records electronically. The City shall take reasonable steps to provide the record in the most efficient manner available to the agency in its normal operations.	5¢ per each four electronic files or attachments plus 10¢ per gigabyte
- Digital storage media or device provided by the City, the actual cost of any container or envelope used to mail the copies to the requestor and the actual postage or delivery charge	Actual Cost
- In-House duplication of City documents to CD, such as <ul style="list-style-type: none"> <li>• Comprehensive Plan, Lake Stevens Municipal Code Title 14,</li> <li>• Urban Design Standards, Engineering Design and Development Standards, etc.</li> </ul>	Actual Cost
- Documents or CDs printed by outside vendor	Actual cost to reproduce (minimum deposit required); requestor may arrange to pay outside vendor directly)
- Maps - Duplication of maps less than 11"X17"	.15¢/page
- Maps - Duplication of maps greater than 11"x17" and	\$1 per square foot for in-house printing or actual cost if sent out to reproduce
- Special requests for plotted maps, aerials, plans, etc. (each)	
- Police Body Worn Camera <ul style="list-style-type: none"> <li>• Redaction of audio/video</li> </ul>	\$0.84 per minute

Permit/Action	Fee or Fine (\$)
<ul style="list-style-type: none"> <li>- Audio recordings of meetings: <ul style="list-style-type: none"> <li>• Duplicated by Staff</li> <li>• Duplicated by outside vendor</li> </ul> </li> <li>- Color photos (cost to reproduce)</li> <li>- Certified copy of a public record</li> </ul>	<p style="text-align: right;">\$1/tape/disc Actual cost to reproduce 40¢</p> <p style="text-align: right;">\$5 for 1<sup>st</sup> Page and \$1 each after the 1<sup>st</sup> Page</p>
<b>Dishonored Check Fine (in payment of City services)</b>	\$35
<b>Technology Fee</b>	<p>A non-refundable technology fee of five (5) percent shall apply to all development services transactions excluding deposits, impact fees, State Building Code Council (SBCC) fees, consultant fees, attorney and Hearing Examiner fees.</p>
<b>Service Fee</b>	<p>A non-refundable service fee of three (3) percent shall apply to all payments made to the City except for payments made by cash/check, Boat launch kiosk fees, Police Department fees and charges related to duplication of public records.</p>

**Section 7. Parks and Recreation Fees.** Fees for renting facilities and using recreational services and parks shall be as listed in this section.

**Table G1: Mill Rental Fees**

	Saturday	Friday or Sunday	Mon-Thurs
Entire Mill	\$2000	\$1800	
Hartford Hall	\$1500	\$1200	\$85/hr \$800 all day
Hartford Hall w/ The Stack	\$1800	\$1500	\$1000
The Stack	\$100/hr	\$80/hr	\$75/hr
Sawyers Room	\$120/hr	\$100/hr	
Rental Add Ons			
A/V System Use	\$50/day		
Microphone Use	Hard Wired \$25/day (per unit) Wireless \$50/day		

**Not For Profit Rental Fee:** 20% discount (rounded up to the nearest dollar)

1. Not For Profit Community Interest Groups devoted to community interest whose activities generally take place within the geographical confines of the City of Lake Stevens. Groups must be registered as Not For Profit with the Secretary of State.
2. Use of public facilities for the purpose of generating personal gain is prohibited without written agreement with the City of Lake Stevens.

**Table G2: Mill Deposits and Cancellation/Modification Fees**

The Mill Deposits (refundable when the facility is returned to pre-rental condition and all rules and rental times are followed.

	Deposit	Add Alcohol	Deposit & Alcohol
Entire Mill or Two Rooms	\$500	\$500	\$1,000
Individual Rooms or Hourly	\$250	\$250	\$500
Cancellation Fee			\$250
Modification Fee (change in hours and/or days; not for adding hours before/after).			\$35

**Table G3: Schedule of All Other Park Fees**

	<b>Number of shelters</b>	<b>Rate</b>
<b>Park Shelter/Facility</b>		<b>Rental fee</b>
<b>Lundeen Park</b>	North or South Shelter (half)	\$125
	Full Shelter (both sides)	\$250
North Cove Park Shelter		\$125
North Cove Park Observation Deck		\$125
Mill Outdoor Plaza Rental		\$125
All Shelters/Facilities – Half Day Rentals		\$75 (Available during peak season, April 1 through September 30.)
Cancellation Fee for Shelters/Facilities		\$25 if cancelled more than 14 days in advanced. No refunds 14 days or less from reservation date.
Reservation Date Modification		\$25 (Modifications cannot be made 14 days or less from reservation date.)
<b>Other Park Fees</b>		<b>Rental fee</b>
Eagle Ridge Community Garden Bed Rental (Annually)		\$50 \$25 ADA Bed (half size)
Athletic Fields - Grass		Adult Sports: \$30 every 2 hrs Youth Sports: \$20 every 2 hrs
Athletic Fields - Synthetic		Adult Sports: \$100/hr Youth Sports: \$80/hr
Pickleball Court		\$25/hr
Boat Launch Parking		\$10 for one day \$5 for three-hour parking
Boat Launch Annual Parking Pass		\$75 \$60 for Lake Stevens Residents (One per household)
Park Permit Fee		\$50 (Waived with Shelter/Facility Reservation)
Event Fees		See Land Use Fees Table A
Electricity Fees (15 amps includes when renting a shelter)		\$10/day – 15 amp service \$15/day – 30 amp service \$20/day – 50 amp service
Water – Single Bib Access, Limited Use		\$15/day
Water – Custom Requests		Negotiated

Recycle Containers (ClearStreams)	\$10/unit rental fee Actual Cost + 20% (replacement fee for unreturned or damaged units)
Boat Launch Closure	\$300 for first day \$150 for additional day(s)
Mill Spur Closure	\$240 for first day \$120 for additional day(s)
Technology Fee	3% Parks Technology Fee applies to all transactions except for: Invoices (including reimbursements and sponsorships), Vendors/Concessions, Electricity/Water Fees, and Hourly/Daily Boat Launch Parking Fees.

**Section 8. Stormwater Utility and Lake Management Charges.** Fees for the Stormwater Management Utility, as per LSMC Title 11, shall be as listed in Table IA (below).

**Table IA: Stormwater Management Utility**

Type	Impervious Area per Equivalent Service Unit	Annual Rate per
Residential and Multifamily Residential with Five or Fewer Units <sup>1</sup>	NA	\$273 Year 2025 \$281 Year 2026 \$290 Year 2027
All Other Customers, Including Commercial and Multifamily Residential with Six or More Units	3,000 square feet	\$273 Year 2025 \$281 Year 2026 \$290 Year 2027
Undeveloped <sup>2</sup>	NA	No Charge
State Highways		Set in accordance with RCW 90.03.525
Low Income Senior or Disabled Exemption		Set in accordance with Snohomish County guidelines

1. Multifamily residential units with five or fewer units will be charged the ESU rate multiplied by the number of units.
2. Undeveloped lots are not altered from the natural state by construction and may include lakefront and split lots.
3. Surface water utility service charges are evaluated in accordance with LSMC Title 11.
4. A developed parcel will receive a minimum of one ESU.

Fees for the Lake Management, as per Title 11 LSMC, shall be listed in Table IB (below).

Table IB: Lake Management Benefit Assessment

Class		Impervious Surface %	Monthly Rate	Annual Rate
Lakefront Lot		NA	\$16.00 per parcel	\$192.00 per parcel
Split Lot		NA	\$11.33 per parcel	\$136.00 per parcel

1. The lakefront lot assessment applies to each developed parcel within 200-feet of the lake shore. The split lot assessment applies to each land parcel with a portion of the lot abutting the lake shore and an upland portion beyond the limits of the shoreline master program. Each parcel abutting the lake will be charged a lakefront/split lot surcharge in addition to the appropriate Stormwater Management Utility rate.
2. Lakefront lots developed with only a dock or other over the water structure are developed parcels.
3. Lakefront /split lot parcels with multiple single family structures will be charged the applicable assessment in addition to the single family Stormwater Management Utility rate multiplied by the number of units.
4. Commercial lakefront/split lot parcels will be charged a lakefront/split lot assessment in addition to the appropriate rate category by their percentage of impervious surface.
5. Parcels with a common interest in a community beach will be charged a proportionate share of the lakefront assessment in addition to their single family (or other) Stormwater Management Utility rate.

PASSED by the City Council of the City of Lake Stevens on the 14<sup>th</sup> day of, October 2025.



Brett Gailey, Mayor

ATTEST:



Kelly Chelin, City Clerk

# Fee Resolution 2025-09 Fees Resolution Update Fall 2025

Final Audit Report

2025-10-19

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