CITY OF MEDINA MASTER FEE SCHEDULE

Resolution No. 445

Effective Date: June 10, 2024

FEE TYPE	AMOUNT	MMC SECTION	
Chapter 1.15			
Appeal of a Notice of Violation	\$1,000.00, refundable if NOV reversed by hearing examiner	Section 1.15.220	
	Chapter 2.72		
Hearing Examiner Fee	\$2,500.00	Section 2.72.110	
Reconsideration of a Hearing Examiner Decision	\$500.00 plus hourly fee for hearing examiner	Section 2.72.090	
	Chapter 3.76		
Accident Reports/ Incident Reports	\$0.15/page	Section 3.76.010	
Construction Blueprints and Plan Copies	Actual Vendor Cost	Section 3.76.010	
Copies	\$0.15 per page	Section 3.76.010	
City Maps Black & White 18 X 38	Actual Vendor Cost	Section 3.76.010	
City Maps Color 18 X 38	Actual Vendor Cost	Section 3.76.010	
Digital Storage Media or Devices:	Actual Cost	Section 3.76.010	
Thumb drive			
Other			
Electronic Files Uploaded for Electronic Delivery	\$.0.05 for each four (4) files or attachments	Section 3.76.010	
Fingerprinting – Resident	\$15.00 first card and \$5.00 for each additional card	Section 3.76.010	
Fingerprinting – Non- resident	\$20.00 first card and \$10.00 for each additional card	Section 3.76.010	
Paper Copies Scanned to Electronic Format	\$0.10 per page	Section 3.76.010 (ref. WAC 44-14-070)	
Photocopies, Printed Copies	\$0.15 per page	Section 3.76.010 (ref. WAC 44-14-070)	
Postage or Delivery Charges	Actual Cost	Section 3.76.010	
Records Transmitted in Electronic Format	\$.0.10 / gigabyte	Section 3.76.010	

FEE TYPE	AMOUNT	MMC SECTION

NOTES:

- (1) The costs above may be combined to the extent that more than one charge applies to a request.
- (2) Pursuant to RCW 42.56.120, the City may impose a customized service charge in addition to the charges outlined above for responses requiring information technology expertise to prepare data compilations or to provide customized access services.
- (3) The City may charge a flat fee of up to \$2.00 for a request as an alternative to the fees above if the City reasonably estimates that the fees for the request under this fee schedule will exceed \$2.00.
- (4) Copying and scanning of paper documents larger than 11" x 17" or other unusual documents requires use of an off-site vendor. The City may also, in its discretion, use an outside vendor for large or complex copying or scanning jobs when it would be more efficient to do so. When the City uses an offside vendor for copying or scanning, the City will charge the requestor the actual cost of the services rendered. The City will pay the vendor directly and seek reimbursement from the requestor before producing the requested copies;
- (5) City shall not use a requestor's digital storage device to copy records onto, the reason being that the City wants to avoid contracting viruses and other types of malware that might be present on such devices. The City will instead provide a new digital storage device and charge the requestor accordingly.

(6) Any other item not specifically provided for in this list will be charged at a rate that will reimburse City for its cost of duplicating the item.

Police Body-Worn Camera Recordings			
Redaction Method	Cost per Minute to Redact	Minutes to Redact per Minute of Raw Footage	Cost of Redaction per Minute of Raw Footage
Targeted Video Redaction with or without Targeted Audio Redaction	\$0.85 per individual or object redacted	10 per individual or object redacted	\$8.50 per individual or object redacted
Targeted Audio Redaction Alone	\$0.85 per minute	5	\$4.25
Screen Blur or Screen Blackout	\$0.85 per minute	1 minute per segment	\$0.85 per segment

The Medina Police Department will charge requestors redaction costs reflecting the actual time it takes to redact a particular video calculated at the rate of \$0.85 per minute.

Chapter 4.01			
Case Filing	\$31.00 per case	Section 4.01.120	
Certifying any document on file	\$5.00 per document, plus \$0.10 per page for copies	Section 4.01.120	
Day Detention	\$10.00 per day, unless another amount is set by Court order	Section 4.01.120	
Duplication of part or all of the electronic tape of a proceeding	\$10.00 per tape	Section 4.01.120	
Electronic Home Detention	\$25.00 set-up, plus \$105.00 per week, unless another amount is set by Court order	Section 4.01.120	
Failure to Respond	\$25.00 for parking cases \$52.00 for infraction cases	Section 4.01.120	
Juror Service Fee	\$10.00 per day, plus mileage in the amount set by RCW 43.03.060	Section 4.01.110	

FEE TYPE	AMOUNT	MMC SECTION
Non-Sufficient Funds Fee for Returned Checks	\$25.00 per check	Section 4.01.120
Preparing the record of a case for appeal to Superior Court	\$40.00 per case, plus Superior Court Filing Fee	Section 4.01.120
Probation Fee	\$50.00 per month	Section 4.01.120
Proof of Insurance Card/Administrative Dismissal	\$25.00 per case	Section 4.01.120
Stop Payment Fee for Court Issued Checks	\$25.00 per check	Section 4.01.120
Transcript of Judgment	\$6.00 per judgment	Section 4.01.120
Vehicle Impound Hearing Fee	\$31.00 per case	Section 4.01.120
Witness Fee	\$10.00 per day, plus mileage in the amount set by RCW 43.03.060. Expert witnesses may be paid in excess of this amount only upon prior agreement between the City and the Expert Witness.	Section 4.01.100
Work Release	\$25.00 set-up, plus \$20.00 per day, unless another amount is set by Court order	Section 4.01.120
	Chapter 5.04	
Cable Franchise	Negotiated with Franchisee; \$5,000 fee deposit to cover the costs of negotiation and document drafting is required	Section 5.08.060
	Chapter 6.04	
Animal Impound and Redemption	Fees as adopted by King County	Section 6.04.030
Fees	Code Title 11	Gection 0.04.030
Cat License (Lifetime) spayed/neutered	\$20.00	Section 6.04.040
Cat License (Lifetime) unspayed/unneutered	\$36.00	Section 6.04.040
Senior Citizen: Cat License (Lifetime) spayed/neutered	\$12.00	Section 6.04.040
Senior Citizen: Cat License (Lifetime) unspayed/unneutered	\$25.00	Section 6.04.040
Dog License (Lifetime) spayed/neutered	\$30.00	Section 6.04.040
Dog License (Lifetime) unspayed/unnueutered	\$60.00	Section 6.04.040
Senior Citizen: Dog License (Lifetime) spayed/neutered	\$20.00	Section 6.04.040
Senior Citizen: Dog License (Lifetime) unspayed/unneutered	\$40.00	Section 6.04.040
Replacement Tag	\$5.00	Section 6.04.040
Service Animal License	No Charge	Section 6.04.040
Failure to Obtain License	\$25.00	Section 6.04.040

FEE TYPE	AMOUNT	MMC SECTION
	Chapter 8.06	
Temporary Noise Variance	\$200.00	Section 8.06.500
Administrative Noise Variance	\$200.00 plus consultant fee	Section 8.06.500
Nonadministrative Noise Variance	\$200.00 plus consultant fee	Section 8.06.500
	Chapter 8.12	
False Alarm Response Fee	1 st response – Free 2 nd response - \$50.00 3 rd response - \$100.00 4 th response - \$150.00 5 th response - \$200.00 6 th & subseq - \$250.00	Section 8.12.030
	Chapter 8.16	
Pyrotechnics Display License	No charge	Section 8.16.045
	Chapter 9.40	
Special Event Permit	\$50.00 non-refundable, plus cost for city personnel based on hourly rate (wages and benefits)	Section 9.40.050
Deulin v Deursit fan Designated	Chapter 10.40	
Parking Permit for Designated Parking Areas	No charge for residents \$75.00 for non-residents	Section 10.40.060
1 diking Arcus	Chapter 10.72	
Construction Vehicle Parking Permit	\$150.00	Section 10.72.040
Oversized Vehicle Permit	\$500.00	Section 10.72.010
Overweight Vehicle Permit	\$500.00	Section 10.72.010
Tracked, spiked, cleated, lugged vehicle permit	\$750.00	Section 10.72.020
·	Chapter 12.06	
Excavation/Trench Cut Right-of- way Permit	\$270.00 plus consultant fee	Section 12.06.040
	Chapter 12.08	
Right-of-way Use Permit	\$270.00 plus consultant fee	Section 12.08.010
	Chapter 12.10	
Building Moving Permit	See Table A below	Chapter 12.10
	Chapter 12.32	
Garage Sale Permit	No charge	Section 12.36.010
	Chapter 13.12	
Blanket Utility Permit	\$500.00, plus consultant fees	Section 13.12.040
Environmental Exemption (SEPA)	Chapter 14.04 \$100.00	Section 14.04.030
Environmental Exemption (SEPA)	'	
Determination (SEPA)	\$700.00 plus consultant fee	Section 14.04.030
Environmental Impact Statement	Staff hourly fee, plus consultant fee	Section14.04.030
Critical Areas Review	Chapter 16.50 \$135.00 plus consultant costs	Chapter 16.50

FEE TYPE	AMOUNT	MMC SECTION	
Public Agency and Utility Exception	\$2,000.00 plus consultant fee	Section 16.72.070	
Reasonable Use Exception	\$2,000.00 plus consultant fee	Section 16.72.060	
	Title 15		
Telecommunication ROW Use Authorization	\$500.00 at submittal plus \$2,500 if accepted for negotiations	Section 15.04.010	
Telecommunication Franchise Agreement	\$500.00 at submittal plus \$2,500 if accepted for negotiations	Section 15.06.040	
Facilities Lease	\$500.00 at submittal plus \$2,500 if accepted for negotiations	Section 15.08.020	
	Chapter 15.14		
Small Wireless Facility Site Fee for Locating on City Property	Up to \$270 recurring site fee (per year, per facility) for locating a SWF or associated equipment on City Property	Section 15.14.010	
Small Wireless Facility Permit for Existing Pole	\$500 non-recurring fee per application, which covers up to 5 small wireless communication facilities (SWF), and \$100 for each additional SWF beyond 5	Section 15.14.010	
Small Wireless Facility Permit for New Pole	\$1,000 non-recurring fee per application for each new pole proposed to support one or more SWF	Section 15.14.010	
Supplemental and/or third-party review for franchise, lease, and small wireless facility permit applications	Actual cost or \$125.00 per hour, which is greater.	Section 15.14.010	
	Title 16		
	Construction Permits		
Building Permits	See Table A below	Section 16.40.040	
Mechanical Permits	See Table B below	Section 16.40.040	
Grading & Drainage Permits	See Table C below	Section 16.40.040	
Plumbing Permits	See Table D below	Section 16.40.040	
Assignment of Building Address	\$250.00	Section 16.42.010	
Re-Roof Permit	\$175.00	Section 16.40.050	
Temporary Occupancy Permit	\$400.00 plus consultant fees	Section 16.40.100	
Construction Activity Permit			
Code of Conduct	None	Sections 20.70.030 & 15.20.010	
Tailored Construction Mitigation Plan – Level 1	\$370.00 plus consultant fees	Sections 20.71.040 & 15.20.010	
Tailored Construction Mitigation Plan – Level 2	\$1,800 plus consultant fees	Sections 20.72.080 & 15.20.010	

FEE TYPE	AMOUNT	MMC SECTION
Tailored Construction Mitigation Plan - Revision	\$370.00 plus consultant fees if revision is staff approved; plus \$780 if revision is planning commission approved	Section 15.20.060
	Tree Activity Permits	
Hazard Tree Evaluation	\$360.00 per tree	Section 16.52.120
Administrative Tree Activity Permit per MMC 16.52.110	\$50.00	Section 16.52.160 & 16.70.050
	Consultant fee when no tree is removed and a building permit is associated with development	
Administrative Tree Activity Permit per MMC 16.52.090	\$300.00 plus consultant fees when a tree is removed and a building permit is associated with development	Section 16.52.160 & 16.72.050
	\$500.00 when no building permit is associated	
Administrative ROW Tree Activity Permit	\$750.00 plus consultant fee	Section 16.52.160 & 16.71.040
Non-administrative ROW Tree Activity Permit	\$1,500 plus consultant fee	Section 16.52.160 & 16.72.040 and 16.72.050
	Zoning Permits	
Zoning Code Interpretation	\$750.00	Section 16.10.050
Accessory Dwelling Unit Registration Fee	\$175.00, plus consulting fees	Section 16.70.060
Temporary Use Permit	\$500.00 plus consultant fee	Section 16.70.050 & Chapter 16.35
House Trailer Occupancy Permit	\$10.00	Section 16.31.030
Adult Family Home Permit	No charge	
Family Day Care Permit	No charge	
Minor Deviations	\$750.00 plus consultant fees	Section 16.71.010
Administrative Variance Permit	\$750.00 plus consultant fees	Section 16.71.020
Administrative Special Use Permit	\$750.00 plus consultant fees	Section 16.71.030
Non-administrative Conditional Use Permit	\$2,000.00 plus consultant fee	Section 16.72.010
Non-administrative Special Use Permit	\$2,000.00 plus consultant fee	Section 16.72.010
Historical Use Permit & Amendments	\$2,000.00 plus consultant fees	Section 16.72.020 & Chapter 16.33
Non-administrative Variance	\$2,000.00 plus consultant fee	Section 16.72.030
Site Plan Review	\$1,150.00 plus consultant fees	Section 16.72.040

FEE TYPE	AMOUNT	MMC SECTION
Site Plan Review Exemption	\$750.00 plus consultant fees if exemption approved; \$1,150 plus consultant fees if site plan review is required	Section 16.72.040
Revision of Site Plan	\$500.00, plus consultant fees	Section 16.72.040
Reclassification of Zoning District	\$2,200.00 plus consultant fees	Section 16.72.050
	Divisions of Land	
Lot Line Adjustment	\$775.00 plus consultant fee	Section 16.73.050
Short Subdivision/ Revision to an approved Short Subdivision	\$2,100.00 plus consultant fee	Section 16.73.050
Preliminary Subdivision/ Revision to an approved Subdivision	\$5,520 + 100 per lot plus consultant fee	Section 16.73.050
Final Subdivision	\$1,400 plus consultant fee	Section 16.73.050
	Shoreline Permits	
Substantial Development Permit	\$2,200.00 plus consultant fee	Section 16.72.100
Shoreline Conditional Use Permit	\$2,200.00 plus consultant fee	Section 16.72.110
Shoreline Variance	\$2,200.00 plus consultant fee	Section 16.72.120
Revision to a Shoreline Permit	\$500.00 plus consultant fee	Section 16.72.110
Shoreline Exemption	\$200.00	Chapter 16.80
Shoreline Master Program Interpretation	\$750.00	Chapter 16.80
	Appeals	
Administrative Appeal	\$1,200.00	Section 16.80.230
	Legislative	
Comprehensive Plan Amendment Fee	\$4,000.00	Section 16.83.070
	Other \$48.00 Original	
Concealed Weapon Permit	\$32.00 Renewal \$42.00 Late Renewal \$10.00 Replacement	RCW 9.41.070
Criminal History Request – Certified Letter	\$20.00	
Notary Service	\$10.00 per notarial act/stamp	WAC-308-30-020
Passport Acceptance Fee	\$35.00 per application	22 USC 214
Permit Replacement	\$100.00	Section 3.76.010
Sign Impound Fee	\$25.00	Section 3.76.010
Sign Permit	See Building Permit Fees and Conditional Use Permit Fees	
Permit Technology Fee for Software	\$19.75 per each permit	

FEE TYPE	AMOUNT	MMC SECTION
Credit Card Fee (applicable when credit card used to pay any fee)	3 percent of total charge	Section 3.76.010

TABLE A - BUILDING PERMIT FEES

		FEE
\$1.00 TO \$500.00	\$33.50	
\$501.00 TO \$2,000.00	\$100.00, or frac	irst \$500.00, plus \$4.25 for each additional ction thereof, to and including \$2,000.00
\$2,001.00 TO \$25,000.00	\$1,000.00 or fra	irst \$2,000.00 plus \$19.55 for each additional action thereof, to and including \$25,000.00
\$25,001.00 TO \$50,000.00	\$1,000.00 or fra	first \$25,000.00 plus \$14.60 for each additional action thereof, to and including \$50,000.00
\$50,001.00 TO \$100,000.00	\$1,000.00 or fra	first \$50,000.00 plus \$9.94 for each additional action thereof, to and including \$100,000.00
\$100,001.00 TO \$500,000.00		ne first \$100,000.00 plus \$7.95 for each 00.00 or fraction thereof, to and including
\$500,001.00 TO \$1,000,000.00		ne first \$500,000.00 plus \$6.63 for each 00.00 or fraction thereof, to and including
\$1,000,001.00 to \$5,000,000.00		ne first \$1,000,000.00 plus \$4.44 for each 00.00 or fraction thereof
\$5,000,001.00 AND over	\$25,663.90	
STRUCTURE	ECTIONS, FOR CTION WHEN FEE IS	\$133.00 PLUS BUILDING OFFICIAL HOURLY FEE \$75.00 PER WRITTEN REQUEST \$133.00 PLUS BUILDING OFFICIAL HOURLY FEE 65% OF PERMIT FEE BUILDING OFFICIAL HOURLY FEE BUILDING OFFICIAL HOURLY FEE INCLUDED IN PERMIT FEE CONSULTANT AND/ OR BUILDING OFFICIAL HOURLY FEE CONSULTANT AND/ OR BUILDING OFFICIAL HOURLY FEE CONSULTANT AND/ OR BUILDING OFFICIAL HOURLY FEE CONSULTANT AND/ OR BUILDING OFFICIAL HOURLY FEE \$100.00 OR 25% OF PERMIT FEE, WHICH EVER IS GREATER FEE IN THE AMOUNT OF PERMIT FEE, BUT NOT LESS THAN \$133.00

A DEPOSIT FOR CONSULTANT COSTS MAY BE REQUIRED PER CHAPTER 20.14 MMC......

To Be Determined

TABLE B - MECHANICAL PERMIT FEES

	TYPE OF PERMIT	FEE
	BASE FEE	
Issuance of each perm	it	\$43.00
Issuance of supplemen	ntal permit, for which original permit expired	Same as new
Land use site review fe	ee (where applicable)	\$100.00
Sound Testing fee (wh	ere applicable)	\$300.00
	UNIT FEE SCHEDULE Includes Installation and Relocation	
	150,000 BTU or less Forced air system	\$30.00 each
Furnace/ Central Heating System	150,000 BTU or less re-circulating hot water system (including vents and flues)	\$55.50 each
	Greater than 150,000 BTU	See Table A
Hot Water Heating Sys	stem	\$ 30.00 each
Heat Pump/ Air conditioning		\$55.50 each
Suspended, recessed wall or floor-mounted heater unit/ fireplace, log lighter		\$30.00 each
Boilers and any other single unit or system with an input in excess of 150,000 BTU		See Table A
Exhaust fan or applian	ce vent	\$30.00 each
Solar, geothermal, wind and similar mechanical systems		See Table A
Other appliances, piece of equipment or system which is regulated by this code but not set forth in this schedule, or for which no other fee is listed		\$30.00 each
	OTHER FEES	
Plan review		See Table A
Additional re-inspections		\$30.00 per inspection
Additional review of corrections, revisions, or additions		Building Official hourly fee
Work not ready for inspection when scheduled		\$45.00
Fees above include fin	al inspection and one final re-inspection	

TABLE C – GRADING & DRAINAGE PERMIT

TOTAL YARDS	FEE	
25 TO 100 cubic yards	\$250.00 plus consultant costs	
101 TO 2,000 cubic yards	\$250.00 for the first 100 yards and \$24.50 for each additional 100 cubic yards or fraction thereof, to and including 2,000 cubic yards; plus consultant costs	
2,001 cubic yards and up	\$715.50 for the first 2,000 cubic yards and \$25.00 for each additional 100 cubic yards or fraction thereof; plus consultant costs	
FEES ABOVE INCLUDE FINAL INSPECTION AND ONE FINAL RE-INSPECTION ADDITIONAL INSPECTIONS, INCLUDING WET SEASON TESC INSPECTIONS, ARE CHARGED AT THE CONSULTANT COSTS		
INSPECTIONS FOR WHICH NO FEE IS SPECIFICALLY INDICATED ARE CHARGED AT THE CONSULTANT COSTS A DEPOSIT FOR CONSULTANT COSTS IS REQUIRED PER CHAPTER 20.14 MMC		

TABLE D - PLUMBING PERMIT FEES

TYPE OF PERMIT	FEE		
BASE FEE			
Issuance of each permit	\$43.00		
Issuance of supplemental permit, for which original permit expired	Same as new		
FIXTURE FEE SCHEDULE			
All plumbing fixtures	\$ 30.00 each fixture		
OTHER FEES			
Re-inspections	\$45.00 per inspection		
Work not ready for inspection when scheduled	\$45.00		
Fees above include rough-in inspection and final inspection			