



Master Fee Schedule

Effective October 20, 2025

Resolution No. 2025-21

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General Policies

Administration Fee

An administration fee of 15% is added to all fees and charges listed herein whenever outside costs are incurred, except for outside costs incurred from a copying vendor that makes copies of documents for the City pursuant to a public records request. 5% of the fee is for Technology Use & Maintenance Agreements.

Technology Fee

A technology fee of three percent of the required permit fees shall be collected on any development, building, fire, or engineering permit. These funds shall be used to improve the efficiency of permitting review and quality of customer service through process improvement and the development and implementation of new technology.

Credit Card Processing Fee

When payments are made online and the city incurs a fee for processing the payment, this fee shall be charged to the person paying.

Outside Costs

Outside costs are generally all costs of services and materials billed to the City and shall include but are not limited to costs of publication and posting, attorney fees, filing fees, reproduction costs, and outside engineering, surveying, and consulting services.

Enforcement Cases

Permit fees may be doubled when there is either a knowing violation of any adopted regulation or standard committed before a permit application is submitted or when work occurs before the required permits are issued. The decision to double a fee shall reside with the Director of the department issuing the permit.

Reimbursable Cost Recovery

The City reserves the right to recover all costs associated with corrective measures and enforcement actions taken by City Staff, outside services, or outside contractors hired by the City. Activities will be invoiced according to the hours of labor, equipment and materials needed to complete the work.

Consultant Review

The city may choose to engage a consultant to review an application on behalf of the city when specific expertise is required, it is necessary due to staffing, or when requested by the applicant to expedite review. The applicant shall be responsible for the total amount billed by the consultant for work towards their application as well as an addition 15% of the total amount billed as an administrative fee. A deposit may be required as described below.

Deposits

All deposits required in this resolution shall be held for a period of not to exceed three (3) months from the date of completion of the project to allow for all billings related to the event to be received by the City and billed against the deposit. At the end of this period, any remaining deposit shall be refunded to the applicant.

Deposits are meant to reimburse the costs involved. When costs exceed the original deposit, an additional deposit will be required before any further work will be performed by the City. The amount of the additional deposit shall be determined by the City. No interest shall accrue to any deposit (see *Resolution No. 89-19 for procedures*).



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(Does not apply to Recreation Facility Fees & Charges)

Refunds

Except as may be noted otherwise, including as specifically authorized in the Mukilteo Municipal Code (MMC), fees and charges are non-refundable.

Hourly Rate Schedule

Hourly rates include the hourly wage of the employees involved, plus supervision, overhead, equipment and benefits. Rates apply to administrative review which involves City staff time in excess of normal processing, deposits, or any review or service for which a fee is not established.

Planning & Community Development Rates

Community Development Director	\$150.00 / hour
Planning Manager	\$120.00 / hour
Senior Planner	\$95.00 / hour
Associate Planner	\$85.00 / hour
Assistant Planner	\$80.00 / hour
Building Official	\$115.00 / hour
Permit Services Lead	\$85.00 / hour
Permit Services Assistant	\$75.00 / hour
GIS Lead	\$85.00 / hour
GIS Technician.....	\$75.00 / hour

Engineering Rates

Public Works Director	\$160.00 / hour
City Engineer.....	\$135.00 / hour
Senior Engineering Technician.....	\$95.00 / hour
Surface Water Program Manager.....	\$100.00 / hour
Senior Surface Water Technician	\$95.00 / hour
Surface Water Technician.....	\$85.00 / hour

Other Hourly Staff Rates

Fire Marshal	\$105.00 / hour
Police Chief.....	\$165.00 / hour
General Police Officer, Serving Non-Profit Organization	\$80.00 / hour
General Police Officer, Serving All Other Organizations.....	\$95.00 / hour
Undesignated Staff.....	\$70.00 / hour

Animal Licenses, Permits, and Other Related Fees

Dog Licenses

Dog licenses are issued one-time for the life of the dog.

Dangerous Dog	\$270.00
Spayed / Neutered	\$40.00
Unaltered.....	\$80.00
Replacement for Lost / Damaged Tag.....	\$5.00

Animal Facility and Kennel Licenses

Licenses are required to be renewed annually.

Commercial Kennel, Fully Enclosed	\$150.00
Commercial Kennel, Indoor / Outdoor	\$405.00 ¹
Hobby Kennel, Primary Structure	\$75.00
Hobby Kennel, Accessory Building.....	\$200.00 ¹
Coop License (<i>one-time fee unless ownership or location changes</i>).....	\$40.00
Animal Service License, no Kennel	\$100.00
Animal Service License, with Kennel.....	\$270.00 ¹
Renewal Fee	\$10.00
Late Penalty (after Jan 31st)	Renewal Fee plus \$10.00

Impoundment Fees

Dogs or Cats, First Impoundment.....	\$100.00 ²
Dogs or Cats, Two or More Impoundments in a 12-Month Period.....	\$150.00 ²
Owner Surrender Fee	\$100.00
Shelter Redemption Fee	\$100.00

Miscellaneous Animal Fees

Appeal	\$250.00
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¹ Conditional Use Permit may be required; see MMC 17.16.040.

² Plus actual boarding fees.

Business License Fees

General Business Licenses

Applicable fees apply to Resident and Non-Resident business licenses. Applications are submitted through the Department of Revenue website. Additional Washington State fees and City Traffic Impact fees may apply. Refunds are not issued for denied or revoked applications. No Mukilteo license is required for non-resident businesses with annual earnings of less than \$5,000.

Non-resident License (> \$5,000 annual earnings)	\$50.00
Home Occupation Business	\$100.00
General Business License	\$150.00
Non-Profit Business	\$0
Full-Time Equivalent (FTE) Fee	\$60.00 / FTE ³

Additional Licenses

The licenses listed below are required in addition to the City of Mukilteo General Business License and any other Washington State license, fee, or tax.

Adult Entertainment Premises	\$5,250.00
Adult Entertainment Premises Manager License	\$575.00
Adult Entertainer License.....	\$575.00
Adult Arcade Premises	\$5,250.00
Adult Arcade Premises Manager License	\$575.00
Adult Arcade Device	\$55.00 / Device
Amusement Center (6 or more devices installed at one location).....	\$281.00
Amusement Device (1-5 devices).....	\$34.00 / Device
Amusement Device (6 or more devices)	No Charge
Amusement Device Supplier (1-5 devices)	\$34.00 / Device
Amusement Device Supplier (6 or more devices)	\$281.00
Canvasser/Peddler/Solicitor License	\$50.00
Taxicab, Initial License.....	\$120.00
Taxicab, Renewal.....	\$113.50

Miscellaneous Business License Fees

Appeal	\$1,500.00
Health Department Verification Inspection	\$115.00
DSHS Adult Family Home Inspection, First Inspection	\$225.00
DSHS Adult Family Home Inspection, Two or More Inspections	\$350.00

³ One Full-Time Equivalent Employee is equal to 2,080 hours worked. Any combinations of employee hours worked that totals 2,080 is one FTE.

Development Fees and Charges – Building

Projects may require multiple fees, depending on the scope and complexity. Please contact the Permit Center for a fee estimate. All review fees shall be paid before an application is deemed complete. Issuance of a permit or approval may be withheld until all fees have been paid.

Electrical permits are issued by the Washington State Department of Labor & Industries.

Building Permit Fees

Building permit fees are based on the value of all the work for which a permit is required. For new construction or additions, the value is estimated by multiplying the square footage by the corresponding rate in the current International Code Council *Building Valuation Data ICC BVD* table with the current Building Cost Index Regional Modifier. Applicants will need to know the proposed occupancy and construction type.

For single-family residences which contain Good Construction, the valuation shall be based on the current ICC BVD table with the current BCI plus 30%. Examples of Good Construction are any proposed structure which may include but not be limited to the following; exceeds 5,000 square feet in floor area, is three stories or more, contains an elevator, uses moment framing, or uses alternative materials or designs.

Separate mechanical and plumbing permits are required for any new construction, additions, or alterations. Combination mechanical and plumbing may only apply to single-family residential construction.

<i>Total Valuation</i>	<i>Base Permit Fee (Plus Applicable Plan Review and State Fees)</i>
\$0.00 – \$2,000.00	\$135
\$2,000.01 – \$25,000.00	\$135 for the first \$2,000.00, plus \$18.50 for each additional \$1,000.00 or fraction thereof, up to and including \$25,000.00.
\$25,000.01 – \$50,000.00	\$495 for the first \$25,000.00, plus \$14.50 for each additional \$1,000.00 or fraction thereof, up to and including \$50,000.00.
\$50,000.01 – \$100,000.00	\$866.25 for the first \$50,000.00, plus \$10.50 for each additional \$1,000.00, or fraction thereof, up to and including \$100,000.00.
\$100,000.01 – \$500,000.00	\$1,388.75 for the first \$100,000.00, plus \$8.50 for each additional \$1,000.00 or fraction thereof, up to and including \$500,000.00.
\$500,000.01 – \$1,000,000.00	\$4,688.75 for the first \$500,000.00, plus \$7.50 for each additional \$1,000.00 or fraction thereof, up to and including \$1,000,000.00.
\$1,000,000.01 – \$3,000,000.00	\$8,263.75 for the first \$1,000,000.00, plus \$6.00 for each additional \$1,000.00 or fraction thereof, up to and including \$3,000,000.00.
\$3,000,000.01 and up	\$23,263.75 for the first \$3,000,000.00, plus \$3.50 for each \$1,000.00 or fraction thereof.

Plan Review Fee	75% of Permit Fee ⁴
Plan Review Fee, Plan Additions (Min. 1-Hour Charge)	Hourly
State Building Code Council Fee	
Single-Family, Duplexes, and Townhomes	\$6.50, plus \$2.00 / Residential Unit Over One ⁵
Multi-Family and Commercial	\$25.00, plus \$2.00 / Residential Unit Over One ⁵
Surety, Performance	120% Total Cost of Design, Construction and Inspection

Other Building Permit Fees ^{6 7}

Demolition Permit, plus State Fee	\$215.00
Re-Roof Permit, Multi-Family or Commercial, plus State Fee	\$210.00
Re-Roof Permit, Single-Family, plus State Fee.....	\$155.00
Sign Permit	Use Building Permit Fees Table
Spray Booth	\$320.00
Swimming Pool	Use Building Permit Fees Table
Temporary Structure or Dwelling (Annual Fee).....	\$475.00
Wireless Communication Facility, Non-Small Cell.....	\$315.00

Plumbing and Mechanical Fees ⁵

Permit Issuance, Initial, plus Applicable Plan Review Fee.....	\$135.00 ⁸
Each Plumbing or Mechanical Fixture	\$15.00
Heat Pumps	\$0 per fixture
Dust Collection (Over 100 Cubic Feet).....	\$155.00
Commercial Range Hood, without Fire Suppression	\$170.00
Commercial Range Hood, with Fire Suppression	\$230.00

Miscellaneous Building Fees ⁵

Appeal	\$1,500.00
Certificate of Occupancy, Standalone, initial	\$115.00
Geotechnical Report Review	\$450.00
Inspections	

⁴ Applies to all building permits where the fee is determined by valuation, and to all non-single-family plumbing and mechanical permits.

⁵ Fee is charged per commercial, multi-family, or single-family permit as established by [Revised Code of Washington \(RCW\) Chapter 19.27](#) and [Washington Administrative Code \(WAC\) 51-05](#). Typically, any work to construct, enlarge, alter, repair, move, demolish, or change the occupancy is subject to the fee. The fee amount is established by Washington State and is subject to change at any time.

⁶ Fees for permit types listed under "Other Building Permit Fees" are due at the time of permit application, unless the permit fee is based on the building permit fees table. For permit types based on the building permit fee table, the plan review fee is due at the time of application, and the permit fee is due at the time of permit issuance.

⁷ Fees in this section are for 2025. All fee dollar amounts in this section shall be increased by the Consumer Price Index, Seattle-Tacoma-Bellevue (CPI-W) for June to June on January 1st of each following year unless otherwise modified by the City Council.

⁸ Fee is per plumbing or mechanical permit.



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Overtime (Min. 2-Hour Charge)	Hourly
Excessive Inspection Fee (3 or more inspections on the same correction)	\$115 per Inspection
Building / House Relocation	Hourly
Other Inspections	Hourly
Outside Consultant / Third-Party Review	Actual Cost
Permit Extensions for Issued Permits	
Extension (One Permitted)	\$150.00
Completion Permit	50% of Original Permit Fee
Modification or Revision for Issued Permit	\$800.00
After-The-Fact Permit Fee – Double Permit Fee	

Development Fees and Charges – Engineering

Projects may require multiple fees, depending on the scope and complexity. Please contact the Permit Center for a fee estimate.

All review fees and charges shall be paid before an application is deemed complete. Issuance of a permit or approval may be withheld until all fees and charges have been paid.

Fees below are for 2025. All fee dollar amounts in the Engineering section shall be increased by the Consumer Price Index, Seattle-Tacoma-Bellevue (CPI-W) for June to June on January 1st of each following year unless otherwise modified by the City Council.

Clearing and Grading Plan Review and Permit Fees

Quantity* (Cubic Yards / CY)	Base Permit Fee and Plan Review Fee
Less than 100 CY	\$300.00
100 CY – 1,000 CY	\$600.00
1,001 CY — 15,000 CY	\$1,000.00
More than 15,001 CY	\$2,000.00

*Calculated based on highest quantity, regardless of whether that is clearing or grading.

Civil Plan Review and Permit Fees

Initial Review (includes 2 Reviews)	\$1,500.00 ⁹
Additional Plan Review, per Review	\$350.00

Franchise Agreement Review Fees ¹⁰

Telecommunications Franchise, New or Renewal	\$5,000.00 Deposit
Cable Franchise, New or Renewal	\$3,500.00 Deposit

Right-of-Way Plan Review and Inspection Fees

Type 1 (ROW Types B-E MMC 12.04, Non-Profit)	No Charge
Type 2 (ROW Types B-E MMC 12.04, For Profit)	\$225.00
Type 3 (ROW Types F & G MMC 12.04, For Profit)	\$400.00 (Annual Fee) plus \$60 for leasehold taxes and processing
Type 4 (Small Cell Wireless MMC 5.45.060) (SWF) ¹¹ 5 or Fewer SWFs (Non-Recurring).....	\$500.00 Deposit

⁹ Required for any review involving civil plans with topographic, clearing and grading, tree retention, temporary erosion and sedimentation control, road and transportation, traffic control and/or landscaping. Additional fees may apply.

¹⁰ Fees will be charged against the deposit based on the actual cost to the City for attorney and staff time. Any remaining funds shall be refunded to the payee.

¹¹ Fee is not established. Fee will be charged based on reasonable, actual staff time spent processing right-of-way permits per the Hourly Rate Schedule. Excess deposit funds will be returned if deposit exceeds actual costs. If fee deposit is insufficient to cover actual costs, applicant must pay the overage amount.

Each Additional SWF (Non-Recurring)	\$500.00 Deposit, plus \$100.00 Deposit / SWF
New Pole (Non-Recurring)	\$1,000.00 Deposit

Internal Roadway Review and Permit Fees

Plan Review and Permit Fees (includes 2 reviews)¹²

Full Subdivision, Multi-Family, Commercial, or Industrial.....	\$3,000.00
Short Subdivisions	\$1,500.00
Additional Plan Review, per Review.....	\$350.00

Stormwater Review and Permit Fees

Stormwater Plan Review and Permit Fees

Under the Threshold for Stormwater Minimum Requirements.....	\$95.00
Stormwater Minimum Requirements 1 – 5 Only, Initial (includes 2 Reviews)	\$1,500.00
Stormwater Minimum Requirements 1 – 9 Apply, Initial (includes 2 Reviews).....	\$4,000.00
Additional Plan Review per Review.....	\$350.00
Stormwater Minimum Requirement Exception, Administrative	\$820.00
Stormwater Minimum Requirement Exception	
Base Fee.....	\$1,575.00, plus
Hearing Examiner Fee.....	See Other Fees under Land Use
Stormwater System Transfer Fee (Plan Review and Inspection)	\$1,285.00

Street Vacation and Private Street Dedication Review Fees

Street Vacation ([Chapter 12.24 MMC](#)) or Street Dedication ([Chapter 12.26 MMC](#))

Application Fee	\$2,500.00
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Miscellaneous Engineering Fees

Appeal	\$1,500
Development Standards Deviation Request.....	\$400.00
Inspections (outside of permits or for unauthorized work)	Hourly
Outside Consultant / Third-Party Review	Actual Cost + 15% (see General Policies section)
Modification or Revision for Issued Permit	\$800.00
Permit Extensions for Issued Permits	
Extension (One Permitted)	\$150.00

¹² Due in addition to civil plan review fees.

Development Fees and Charges – Fire

Projects may require multiple fees, depending on the scope and complexity. Please contact the Permit Center for a fee estimate.

All review fees and charges shall be paid before an application is deemed complete. Issuance of a permit or approval may be withheld until all fees and charges have been paid.

Fees below are for 2025. All fee dollar amounts in the Fire section shall be increased by the Consumer Price Index, Seattle-Tacoma-Bellevue (CPI-W) for June to June on January 1st of each following year unless otherwise modified by the City Council.

Fire Permit Fees

Commercial Range Hood, with Fire Suppression \$230.00

Fire Alarm Permit

Initial, plus Applicable Plan Review Fee \$210.00

Per New Appliances - \$6.00

Per Demo Appliances - \$6.00

Per Fire Alarm Control Unit - \$60.00

Per ERCES Unit - \$60.00

Fire Clean Agent System Permit \$288.00

Fuel Storage Tank

Installation (Residential) \$230.00

Installation (Commercial) See Building Permit Fees Table

Removal \$230.00

Operational Permit \$105.00

Sprinkler System Permit

Initial, plus Applicable Plan Review Fee \$210, Per Sprinkler Head – \$6.00

Underground Fire Main / Hydrant Connection See Building Permit Fees Table

Solar Photovoltaic System \$250.00

Energy Storage Systems \$230.00

20KWH or Less - \$60

21KWH to 80KWH - \$120

>81KWH - \$250

Miscellaneous Fire Permit Fees

Permit Extensions for Issued Permits

Extension (One Permitted) \$150.00

Appeal \$1,500.00

Inspections

Overtime (Min. 2-Hour Charge) Hourly

Re-Inspection Hourly



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Other Inspections.....	Hourly
Inspection of Unauthorized Work	Double Hourly
Outside Consultant / Third-Party Review	Actual Cost
Plan Review Fee	75% of Permit Fee ¹³
Plan Review Fee, Plan Additions (Min. 1-Hour Charge)	Hourly
After-The-Fact Permit Fee – Double Permit Fee	

¹³ Applies to all fire alarm and sprinkler system permits.

Development Fees and Charges – Land Use

Projects may require multiple fees, depending on the scope and complexity. Please contact the Permit Center for a fee estimate. All review fees and charges shall be paid before an application is deemed complete. Issuance of a permit or approval may be withheld until all fees and charges have been paid.

Fees below are for 2025. All fee dollar amounts in the Land Use section shall be increased by the Consumer Price Index, Seattle-Tacoma-Bellevue (CPI-W) for June to June on January 1st of each following year unless otherwise modified by the City Council.

Review fees cover two reviews. Each additional review beyond two is charged a fee.

Land Use Permits

Accessory Dwelling Unit	\$754.00
Binding Site Plan	\$2,600.00
Conditional Use Permit ¹⁴	\$4,500.00
Design Review (Residential only, 10 units or less).....	\$1,000.00
Design Review (10+ units, mixed-use, commercial).....	\$3,000.00
Development Agreement ¹⁶	\$3,640.00
Essential Public Facility ¹⁵	\$4,680.00
Fence Modification	\$520.00
Floodplain, Non-Substantial Development Permit, Programmatic Development Permit.....	\$416.00
Floodplain, Substantial Development Permit.....	\$728.00
Forest Practice Permit (RCW 76.09.240) – Class IV	\$575.00 Deposit (Actual Cost)
Historic Site Application	\$1,040.00
Lot Line Adjustment	\$1,040.00
Noise Variance Associated with a Special Event	\$100.00
Noise Variance (30 days or less).....	\$300.00
Noise Variance (30+ days)	\$1,040.00
Pre-Application Meeting	No Charge
Reasonable Use Permit ¹⁵	\$3,120.00
State Environmental Policy Act (SEPA) Review Standard	\$884.00
SEPA Review, Environmental Impact Statement (EIS).....	\$5,000.00 Deposit (Actual Cost)
Shoreline Conditional Use Permit ¹⁴	\$6,500.00
Shoreline Exemption	\$650.00
Shoreline Substantial Development Permit.....	\$4,160.00
Shoreline Variance ¹⁴	\$5,720.00
Short Subdivision, Preliminary Review.....	\$5,000.00
Short Subdivision, Final Review ¹⁶	\$1,560.00
Site Plan Review, Minor (SFR and Minor Additions/Modifications to MFR, Com., and Ind.)....	\$250.00

¹⁴ Hearing Examiner fee applies.

¹⁵ Hearing Examiner fee may apply depending on threshold.

Site Plan Review, Major (MFR, Com, and Ind. New Development and Addition/Modification over 50% of existing valuation)	\$750.00
Subdivision, Preliminary Review ¹⁴	\$10,500.00
Subdivision, Final Review ¹⁶	\$1,560.00
Variance ¹⁴	\$2,080.00
Wireless Communication Facilities	\$4,940.00
Wireless Communication Facilities (Small Cell)	\$520.00

Comprehensive Plan and Zoning Changes

Comprehensive Plan and Subarea Plans, Map <u>or</u> Text Amendment.....	\$4,500.00
Comprehensive Plan and Subarea Plans, Map <u>and</u> Text Amendment.....	\$5,500.00
Rezone, Site-Specific.....	\$4,160.00
Rezone, Concurrent with Comprehensive Plan Amendment.....	\$2,080.00
Municipal Code Amendment.....	\$4,500.00

Other Fees

Additional Plan Review (each review beyond two).....	\$780.00
Appeal	\$1,500
Attorney Fee.....	\$1,000.00 Deposit (Actual Cost)
Critical Area Review (Wetlands, Streams, Flood, and Geo Hazards).....	\$800 / Type of Critical Area Extension/renewal of permit.....
.....	\$150.00 each
Hearing Examiner Review (Variance, Reasonable Use or Conditional Use).....	\$3,640.00
Hearing Examiner Review (Other).....	\$4,160.00
Minor Modification/Amendment to Land Use Approval	½ the price of initial application
Outside Consultant / Third-Party Review	Actual Cost
Public noticing fee (when not included in base permit)	\$520.00
Tree Permit, Standard.....	No Charge
Tree Permit, Critical Areas.....	\$140.00
Tree Permit, After Code Violation	\$520.00
Zoning Confirmation / Verification Letter	\$182.00
Zoning Code Interpretation	\$286.00

¹⁶ Attorney fee may apply

Impact and Mitigation Fees

Critical Areas Mitigation Program (CAMP)

Fee-in-Lieu of Buffer Mitigation.....\$5.35 / Sq. Ft.

Park Impact Fee

Per Person\$1,271.17

- Single-Family\$3,572.00 / Unit
- Multi-Family\$2,377.00 / Unit
- Accessory Dwelling Unit (ADU)\$1,770.50 / Unit

School Impact Fee ¹⁷

Single-Family, Duplex or Townhome.....\$0 / Unit

Multi-Family, 1 Bedroom.....\$1,148.00

Multi-Family, 2 or More Bedrooms.....\$2,985.00

Traffic Impact Fee

Per Person Trip\$5,317.98

- Single-Family\$7,711.07 / Unit
- Multi-Family and CommercialUse ITE Manual to Calculate
- Accessory Dwelling Unit (ADU)\$3,855.54 / Unit

Miscellaneous Impact and Mitigation Fees on Single Family Lots

Deferral of Park, School, or City Traffic Mitigation Fee\$150.00 / Lot

¹⁷ School Impact Fees are set by the Mukilteo School District and are subject to change. The fee is subject to an additional \$150 Administrative Fee assessed by the City on behalf of the Mukilteo School District.

Utility Charges

Outside Utilities

The City of Mukilteo does not own or operate the local electric, gas, water or wastewater utilities. Please contact the appropriate utility for any development charges and rates:

Electric	Snohomish County Public Utility District No. 1
Gas.....	Puget Sound Energy
Water	Alderwood Water & Wastewater District or Mukilteo Water & Wastewater District
Wastewater	Alderwood Water & Wastewater District or Mukilteo Water & Wastewater District

Surface Water Utility Monthly Charges

Schedule A: Single-Family Residential and Duplexes 2025 - \$36.32 / Unit / Month ¹⁸
2026 - \$45.21 / Unit / Month

Schedule B: Multi-Family, Commercial and Non-Residential..... 2025 - \$36.32 / ERU / Month ¹⁹
2026 - \$45.21 / ERU / Month

¹⁸ Single-family residences with an accessory dwelling unit (ADU) are charged at the single-family rate as one unit.

¹⁹ The monthly fee for all multi-family, commercial, and non-residential properties shall be computed in accordance with the following formula:

HSA for subject property / 2,500 Sq. Ft. = ERUs
Monthly Fee = ERUs x SFD Fee

Where:

ERU = Equivalent Residential Unit

HSA = Hard Surface Area in Sq. Ft. (see MMC 17.08)

SFD = Single-Family / Duplex

Recreation Facility Fees and Charges

Classes, Exhibits and Community Events

Class, Exhibit and Event Fees.....	See Seasonal Recreation Guide
Call Center Fee – Per Facility/Site	
Staff assistance for booking, changing, or canceling reservations.	NON-REFUNDABLE
(ActiveNet Transaction fee and \$2.00)	
Cancellations ²⁰	
Class or Program Less Than \$10.00.....	No Refund
Withdrawal 6 Business Days or More Prior to Start.....	100% Refund, Less \$14.00 Fee
Withdrawal 5 Business Days or Less Prior to Start.....	No Refund

Outdoor Facility Rentals

Lighthouse Facility

General Public (0 – 2 Hours).....	\$400.00
Active Duty Military	No Charge ²¹
Security Deposit.....	\$200.00
Cancellations Redundant to single policy that applies to all	

14 Days or More Prior to Reservation Date	100% Refund, Less Security Deposit
13 Days or Less Prior to Reservation Date.....	No Refund

Picnic Shelters

Large Shelter	\$200.00 / Full Day or \$100.00 / Half Day 9-3 or 4-dusk
Small Shelter.....	\$100.00 / Full Day or \$50.00 / Half Day 9 – 3 or 4 - Dusk

Rosehill Outdoor Grounds ²²

Use of Grass or Plaza Area.....	\$600.00
Cancellations ²⁵	

90 Days or More Prior to Reservation Date	100% Refund, Less Security Deposit
89 Days or Less Prior to Reservation Date.....	No Refund

Sand Volleyball Court

\$15.00 / Hour

Wedding Circle

Use of Wedding Circle (0 – 3 Hours).....	\$75.00
Each Additional Hour.....	\$15.00 / Hour
Cancellations ²⁵	

14 Days or More Prior to Reservation Date	100% Refund, Less \$14.00 Fee
13 Days or Less Prior to Reservation Date.....	No Refund

²⁰ A full refund will be provided if the City needs to cancel a class or reservation for any reason.

²¹ Security deposit required.

²² Changes may be made to reservations, subject to availability. Additional rental fees must be paid in full at the time of the change. Changes to the date will be treated as a cancellation and new reservation. See the seasonal Recreation Guide for additional details.

Rosehill Room Rentals

	Hourly Rates	
	Resident or Non-Profit Discount	Non-Resident
Classrooms²³		
Vancouver, Frost, or Fowler Weekends = Fri, Sat, and Sun	8-4pm \$34.00 4 – Close \$46.00 Weekends \$64.00	8-4pm \$40.00 4 – Close \$55.00 Weekends \$75.00
Christensen, Dance, or Art Weekends = Fri (after 5pm), Sat, and Sun	8-4pm \$40.00 4 – Close \$54.00 Weekends \$76.00	8-4pm \$48.00 4 – Close \$64.00 Weekends \$90.00
Blue Room, Green Room, or Kitchen	\$50 / Hour	\$50 / Hour
Point Elliott Room, Monday through Thursday, All Year²⁴		
Full Room with Kitchen, Blue or Green Rooms	\$275.00 / Hour	\$320.00 / Hour
Full Room with Kitchen Only	\$200.00	\$245.00
Full Room Only	\$170 / Hour	\$200 / Hour
Point Elliott Room, Saturday (10-Hour Min), All Year²⁵		
Full Room with Kitchen, Blue or Green Rooms	\$500.00 / Hour	\$500.00 / Hour
Point Elliott Room, Friday (8-Hour Min) and Sunday (10-Hour Min), All Year²⁶		
Full Room with Kitchen, Blue or Green Rooms	\$410.00 / Hour	\$410.00 / Hour
Fee for Events Serving Alcohol		
Classrooms	\$100.00	\$100.00
Point Elliott Room	\$300.00	\$300.00

Rosehill Fitness Room/Shower

Drop-In	\$5.00 / visit / day
Monthly Pass.....	\$30.00
Monthly Pass (Seniors, 55+).	\$25.00

Special Event Permits

Special Events

Application Fee	\$100.00 ²⁵
Special Event Fee ²⁶	

²³ Security deposit and 100% of the hourly rental fees are due at booking.

²⁴ Security deposit and 50% of the hourly rental fees are due at booking. Remainder is due 90 days prior to the rental date.

²⁵ The application fee for special event permits is non-refundable.

²⁶ Event Fees are due in full 14 days prior to the first day of the event.

<i>Anticipated Event Attendance</i>	<i>Events with No Entry Fee</i>	<i>Events with Entry Fee</i>
1 – 99	\$0.00	\$100.00
100 – 200	\$100.00	\$200.00
201 – 1,000	\$200.00	\$600.00
1,001 +	\$400.00	\$900.00

Emergency Services (Ambulance or Bike Team) Standby Fee \$200.00 / Hour

Cleanup / Damage Actual Costs

Cancellation ⁴¹

14 Days or More Prior to Reservation Date 100% Refund, Less \$14.00 Fee

13 Days or Less Prior to Reservation Date No Refund

Same Day Cancellation Due to Exigent Circumstances ²⁷ 50% Refund

Miscellaneous Recreation Fees and Charges

On-Call Staff (e.g. Theatre Technical Services) \$35.00 / Hour

City Cancellation of Class or Reservation 100% Refund

Banner Structure Use Fee \$10.00

Post Event Clean-Up \$400.00

Point Elliot Room Partition \$50.00

Commercial Use of Park Property

(Boot Camp, Forest Preschool, Yoga, Food Truck, etc.) \$25.00 / Day / Park
..... \$400.00 / Month / Park

²⁷ Exigent circumstances include circumstances beyond the control of the applicant, including extreme weather, natural catastrophe, or dangerous conditions.

Ambulance Transportation and Mileage Fees

All persons, businesses, and industries provided Emergency Medical and Ambulance Services for services shall pay the following fees, with the exception of City of Mukilteo employees where the cause of the emergency requiring such services is related to their employment with the City of Mukilteo.

Ambulance Transportation Fees

Transportation from the initial patient location to a medical facility or to any other designated patient transfer location.

Basic Life Support, Emergency Response.....	\$1,063.00
Basic Life Support, Non-Emergency Response.....	\$1,063.00
Advanced Medical Life Support, Level I Response.....	\$1,583.00
Advanced Medical Life Support, Level II Response.....	\$1,744.00

Mileage Fees

Per Mile	\$27.00 ²⁸
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²⁸ Medicare is calculated to the nearest tenth of a mile.

Miscellaneous Fees and Charges

Fees for those services not specifically listed below, that in the determination of the Finance Director should be charged, shall be established by the Finance Director to recover the reasonable costs of providing the service. When applicable, the current State sales tax in effect shall be charged.

General Charges

Certified Clearance Letters Fee.....	\$5.00
Collection Fee (Chapter 3.15 MMC).....	Collection Agency Fee, Plus 25% of Original Debt
Delinquent Tax – Late Penalty.....	10% / Month Late or Portion Thereof
Filing.....	Actual Costs
Fingerprinting, Initial (Includes 2 Fingerprint Cards)	\$20.00
Fingerprinting, Each Additional Fingerprint Card.....	\$3.00
Meeting Transcription	Actual Costs
Returned Checks / Insufficient Funds.....	\$50.00

Parking

Boat Launch Parking – Lighthouse Park

Annual, Resident.....	\$85.00
Annual, Non-Resident.....	\$170.00 ²⁹
Daily, May 15 – September 30	\$15.00
Daily, October 1 – May 14.....	\$10.00
Monthly (Non-Peak Hour) Parking – Designated City Parking Area.....	\$200.00 / Month
Non-Peak Hour Parking	\$200.00 / Month
Paid Parking Zone.....	\$3.00 / Hour

Electric Vehicle Charging

Session Fee.....	Fee \$1.00 / Session
KWH.....	\$0.50 / KWH

Public Records Requests – Fees

Photocopies

Photocopies, Up To 11" x 17"	\$0.15 / Side / Page
Large Documents	Actual Costs
Budget Documents	\$5.00
Documents on Disks.....	\$5.00
Financial Statements	\$5.00
Bid Specs.....	Actual Costs

²⁹ Due to Lighthouse Park deed restrictions, non-resident fees can be no more than twice the resident fee.

City Maps	Actual Costs
Municipal Code/Supplements	Actual Costs
Zoning Code and Subdivision Code	Actual Costs
Scanning	
Scanning, Up To 11" x 17"	\$0.10 / Side / Page
Scanning, Over 11" x 17", First Page	No Charge
Scanning, Over 11" x 17", Two or More Pages	Actual Costs
Transmittal	
Per 4 Attachments, Uploads, or Other Electronic Delivery	\$0.05
Per Gigabyte of Electronic Transmission	\$0.10
Digital Storage Device	Actual Costs
Envelope or Other Physical Transmittal Container	Actual Costs
Postage and Delivery Costs	Actual Costs

Public Records Requests – Policies

Photocopies of Agendas and Packets

Agendas for Council / Board / Commission Meetings will be mailed at no cost upon receipt of a written request along with the necessary self-addressed and stamped envelopes.

Outside Vendors

The City will use an outside vendor for copying or scanning services when the City cannot scan or copy large (larger than 11" x 17") or nonstandard records with its own equipment, or when the City, in its discretion, determines that use of an outside vendor would be more cost- or time-efficient. In this case the City will charge the requestor the actual costs incurred from using an outside vendor, as determined by the vendor's final bill or invoice.

Customized Service Charge

In addition to the fees above, the City may impose a customized service pursuant to RCW 42.56.120(3).

Cumulative Fees

The fees above may be combined to the extent more than one applies to a particular request.

Alternative Fees

The City may, in its discretion, choose to impose a flat fee of \$5.00 as an alternative to the fees above if it reasonably estimates that a request will incur more than \$5.00 in fees. The City may also enter into mutual agreements with requestors that provide for alternative fees and/or clarify the details of fee payments.

Deposit

The City may require a requestor to supply a deposit of up to 10% of the estimated fees for the request, including any applicable customized service charge.

Waiver

In addition to the waivers above for agendas and packets, the City will waive fees when the total fees for a request (including all installments) are less than \$5.00. The City will also waive fees when the requestor is a federal, state, or local agency.