

**City of College Place, Washington**  
**RESOLUTION NO. 23-008**

**A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF COLLEGE PLACE RELATING TO ADMINISTRATIVE FEES OF THE COLLEGE PLACE MUNICIPAL CODE**

**WHEREAS**, the City adopted Resolution 23-004 on January 24, 2023; and

**WHEREAS**, there is an imminent need to update and revise fees for 2023; and

**WHEREAS**, the City intends to re-affirm all previously adopted administrative fees;

**NOW THEREFORE, BE IT RESOLVED** by the City Council of the City of College Place that the following fees and charges shall henceforth be charged:

**SECTION 1: General Administrative Fees**

A. Copy / Duplication (Charges may be combined to the extent that more than one type of charge applies to copies produced in response to a particular request.)

|   |             |
|---|-------------|
| 1. General paper copies per page (b/w or color)                     | \$ 0.15     |
| 2. Scanned copies per page  | \$ 0.10     |
| 3. Electronic files per 4 files                                     | \$ 0.05     |
| 4. Large electronic documents per 1GB                               | \$ 0.10     |
| 5. Customized IT fee  | Actual cost |
| 6. Certification of copies per page                                 | \$ 3.00     |
| 7. USB thumb drive  | \$ 4.74     |
| 8. DVD/CD   | \$ 0.17     |
| 9. DVD/CD paper sleeve  | \$ 0.06     |
| 10. DVD/CD jewel case   | \$ 0.31     |
| 11. Envelope 6x9  | \$ 0.10     |
| 12. Envelope 9x12   | \$ 0.17     |
| 13. Envelope 10x13  | \$ 0.18     |
| 14. Envelope #10  | \$ 0.04     |
| 15. Address label   | \$ 0.07     |
| 16. Postage   | Actual cost |
| 17. Staff time to copy or send files – per minute, 2 minute minimum | \$ 0.41     |
| 18. Redaction of Body Camera Footage – per minute                   | \$ 0.69     |

B. Other General Administrative Fees

|  |        |
|--|--------|
| 1. Research – hourly charge based upon current salary ord. plus copy costs | \$ TBD |
| 2. Special reports – As determined by City Clerk or Administrator          | \$ TBD |

**SECTION 2: CPMC Chapter 6.04 Animal Control Regulations**

A. Animal License Fees

|   |          |
|---|----------|
| 1. For each dog requiring an annual certificate of registration (CPMC 6.12.030) | \$ 50.00 |
| 2. For each dog spayed or neutered with written proof                           | \$ 15.00 |

- 3. For each dog not spayed or neutered or without written proof \$ 30.00
- 4. For each trained Service Animal, there shall be no charge No Charge
- 5. Chicken/ Rabbit/ Bees Permit Fee (annual) \$ 15.00
- 6. Livestock Management Plan Permit Fee (annual) \$ 15.00
- 7. For each replacement for lost tag \$ 1.00
- 8. Late registration fee (per animal, except a Service Animal) \$ 10.00
- 9.. Impounding fee (CPMC 6.20.030):
  - a. For the 1st through 2nd impound in a year \$ 10.00
  - b. For the 3rd impound in a year \$ 50.00
  - c. For more than 3 impounds a year, thereafter per impound \$ 100.00

**SECTION 3: Community Development Fees**

- A. Adult Family Home \$66.00 per site visit
- B. Assisted Living Providers \$66.00 per site visit
- C. Construction Permit:
  - 1. Building Permit & Grading Permit Fees Per Table 1-A

| <b>TABLE 1-A - COLLEGE PLACE PERMIT FEES</b> |  |
|--|--|
| <b>Total Valuation</b>                       | <b>Fee</b>   |
| \$1.00 to \$500.00                           | \$25.85  |
| \$501.00 to \$2,000.00                       | \$25.85 for the first \$500 plus \$3.35 for each additional \$100.00, or fraction hereof, to and including \$2,000.00                  |
| \$2,001.00 to \$25,000.00                    | \$76.10 for the first \$2,000.00 plus \$15.40 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00        |
| \$25,001.00 to \$50,000.00                   | \$430.30 for the first \$25,000.00 plus \$11.11 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00      |
| \$50,001.00 to \$100,000.00                  | \$708.05 for the first \$50,000.00 plus \$7.70 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00      |
| \$100,001.00 to \$500,000.00                 | \$1,093.05 for the first \$100,000.00 plus \$6.15 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00   |
| \$500,001.00 to \$1,000,000.00               | \$3,553.05 for the first \$500,000.00 plus \$5.25 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00 |
| \$1,000,000.00 and up                        | \$6,178.05 for the first \$1,000,000.00 plus \$3.50 for each additional \$1,000.00, or fraction thereof.                               |

- 2. Building and Project Valuation shall be determined by using the design professional’s (Architect/Engineers) Project Cost or the most recent Building Valuation Data (BVD) Sheet. The BVD is adjusted/updated at six month intervals. Projects not identified in the Data Sheet will be valued by using the total project cost provided by the Applicant, Contractor’s estimate/bid, or Design Professional’s estimate as approved by the Community Development Director.
- 3. Fees for repair, alteration, or remodel are based on the total Project Cost provided by the Applicant, Contractor's estimate/bid, or Design Professional's estimate as approved by the Community Development Director of work to be performed as submitted by the applicant except that any improvements to be dedicated to the city shall not be included in the valuation.
- 4. Improvements including and within the building shall be assessed as a Building Permit Fee. Site and utility-related improvements outside of the building shall be assessed as a Grading Permit Fee.

5. Project Cost provided by the Applicant shall include labor. If labor costs are not provided, the Project Cost will be increased by multiplying the project material (included sales tax) by 50%

6. A State Building Code Council (SBCC) fee will be assessed on all building permits.

- a. Residential Building Permits
  - i. Each building permit \$ 6.50
  - ii. Surcharge for each residential unit after the first unit \$ 2.00
- b. Commercial Building Permits
  - i. Each building permit \$ 25.00
  - ii. Surcharge for each residential unit after the first unit \$ 2.00

7. Building and Grading Permit Fees shall be paid by the party applying for the permit.

8. Grading permit fees shall be paid in advance of release of plans to the contractor.

9. Grading fees shall apply to all non-city construction projects to include application to facilities constructed for dedication to the City. Grading fees for projects conducted by other public entities may be waived by Council on a case-by-case basis.

D. Mechanical – Equivalent Appliance Replacement: Residential \$66 per appliance/unit; Commercial \$ 100.00 per appliance/unit.

E. Mechanical – Commercial alteration or expansion to an existing system: Project value, permit fee per Table 1-A of this resolution.

F. Mechanical – New Construction or Remodel: 15% of building permit fee.

G. Plumbing – Over the Counter Permit: Backflow Device \$66.00; Water Heater \$66.00; Building Sewer \$66.00; Moving or Adding Fixture \$66.00.

H. Plumbing – New Construction or Remodel: 15% of building permit fee.

I. Demolition Permits: Buildings older than 50 years may have historical significance according to our historic preservation ordinance and requires additional staff review by the Director.

- 1. Per Building \$ 66.00
- 2. Additional fee for primary structures older than 60 years of age \$ 100.00

J. Licensed Child Care Providers \$ 66.00 per site visit

K. Manufactured Home Placement \$ 250.00

L. Miscellaneous not otherwise listed in fee schedule \$66.00 per site visit/inspection

M. Plan Check Fees

- 1. Internal Review: 65% of the buildings permit fee assessed. (100% of plan review fee collected at application)
- 2. Third Party Review: Actual cost + 20%.

N. Re-inspection Fee (fee must be paid prior to requested inspection) \$ 66.00

O. Roofing Permit: Residential - \$132.00; Commercial based on project value.

P. Signs

- 1. Sandwich board associated with fixed business \$ 30.00 annual fee
  - a. Penalty Fee for late renewal \$ 30.00
- 2. Building mounted sign \$ 100.00
- 3. Additional building mounted sign \$ 50.00
- 4. Pole and/or monument sign: \$50 site plan review fee + fee based on project valuation.

Q. Solar Panels

- 1. Residential \$ 95.00
- 2. Commercial: Fee based on project valuation

R. Unit Charge Protocol (13.04.430) Multiple Dwelling unit converted to Single-Family Unit. \$66.00 per visit/inspection.

S. Work commencing before permit issuance: Any person who commences work requiring a permit on a building, structure, gas, mechanical, plumbing, or city infrastructure system before obtaining the necessary

permits shall be subject to a fee 2 times that of the required permit fees. Permit fees shall double.

**SECTION 4: Community Development Fees Continued**

|  |   |
|--|---|
| A. Administrative Approval without Notice  | \$ 100.00                                   |
| B. Administrative Approval with Notice   | \$ 250.00                                   |
| C. Advertising/Publication Cost  | Actual Cost plus 20% admin fee              |
| D. Annexation/De-Annexation (plus advertising/publication costs & 3rd party services)  | \$ 250.00                                   |
| E. Appeals   | Actual Cost plus 20% admin fee              |
| 1. Transcription preparation of record ordered certified by court or desired by appellant for appeal to be paid by appellant and as per CPMC. (CPMC 19.15.040C)  | \$ 400.00 deposit                           |
| F. Binding Site Plan   | \$ 750.00                                   |
| G. Boundary Line Adjustment  | \$ 100.00                                   |
| H. Comprehensive Plan, Land Use, & Title 14 Unified Development Regulations – Amendment  | \$1,000.00                                  |
| I. Comprehensive Plan, Land Use, & Title 14 Unified Development Regulations – Amendment proposed by a charitable organization described in section 501(c)(3) – waived                                      |   |
| J. Comprehensive Plan Urban Growth Area Amendment  | \$2,000.00 plus County costs                |
| K. Conditional Use Permit  | \$ 500.00                                   |
| L. Critical Areas Permit, Each – Critical Aquifer Recharge Areas, Wetlands, Frequently flooded Areas, Liquefaction, Steep Slopes, Erosion Susceptibility, Wind Erosion Susceptibility, Riparian Buffers... | \$400.00                                    |
| M. Environmental Impact Statement (EIS)  | Actual Cost                                 |
| N. Mobile Vendor/Food Cart/Food Cart Pod   | See Special Use Permit Fee                  |
| O. Hearing Examiner Services   | Actual Cost plus 20% admin fee              |
| P. Preliminary Plat  | \$ 900.00                                   |
| Q. Plats, Final  | \$ 350.00                                   |
| R. Plats, Short  | \$ 400.00                                   |
| S. Plats, Final Short  | \$ 250.00                                   |
| T. Plat Amendments / Replat  | \$ 250.00                                   |
| U. SEPA Checklist  | \$ 250.00                                   |
| V. Special Use Permit  | \$150.00 with annual renewal fee of \$50.00 |
| 1. Penalty Fee for late renewal  | \$ 150.00                                   |
| W. Site Plan Application   | \$ 900.00                                   |
| X. Site Plan Review; Single family / Multiple family up to four (4) units  | \$ 50.00                                    |
| Y. Third Party Professional Services   | Actual Cost plus 20% admin fee              |
| Z. Variance / Non-Conforming Use   | \$ 500.00                                   |
| AA. Vacation Rental – Short Term Application   | See Special Use Permit                      |
| BB. Zoning Amendments  | \$ 500.00                                   |
| CC. Zoning & Land Use Compliance Letter  | \$ 69.00                                    |
| DD. Wireless Communication Facilities Fees   |   |
| 1. Conditional Use Permit (CUP) Development Authorizations are required for all wireless communications facilities unless specifically exempted in CPMC Ch. 14.60.270.B.1. – Permit Fee: See CUP           |   |
| 2. Building permits and mechanical permits are required for all wireless communications facilities unless specifically exempted in CPMC Ch. 14.60.270.B.2 – Permit Fee: See Building and Mechanical Fees   |   |
| 3. Wireless Communication Co-location. – Permit Fee: See Building and Mechanical Fees  |   |

- 4. Telecommunications - Small Wireless Facilities Franchise Deposit for Actual Administrative Costs Incurred in Application and Renewal Review - \$5,000 Deposit
  - 5. Annual right-of-way use rate (for each small wireless facility installed upon a city owned pole or support structure within the City's right-of-way. - \$270.00
  - 6. Right-of-way permit application fee for small wireless facilities sites (also known as small wireless permit application) - \$150.00
- EE. Banners Attached to City Property
- 1. Application Fee Per Installation \$ 69.00
  - 2. Per Banner Installation Fee \$ 37.50

**SECTION 5: Engineering Site Plan / Development Support Review Fees**

- A. Final Plat Engineering Review Fee. Assessed for submittal of final long plats for approval. Initial fee covers up to two submittals. Thereafter, submittal fee is reassessed for each subsequent submittal. Fee payment required in advance of review. \$ 350.00
- B. Financial Guarantee Release Reviews \$50 per hour per employee
- C. All other Engineering Review Fees to include Residential, Short Plat, Long Plat, Commercial/Multifamily, and Misc. Engineering Review Fees: The applicant will be invoiced for the full third party review costs plus 20% for City administration and stormwater inspection fees. Final payment is required prior to final project approval. These fees do not cover project inspection or special project support or supplemental inspection assistance (see Utility Drainage/Street Construction/Grading Special Support Fee). At City discretion, the City may perform in-house reviews based on the following fee schedule. In-house review fees must be paid prior to commencing review: Third-party review fee + 20%
  - 1. Single Family & Duplexes \$ 50.00
  - 2. Long Plats, PUDs, Commercial and Multifamily Base Review Fee \$4,425.00 (allows 5 reviews)  
*Note: PUD's are charged separately for the overall PUD and each individual phase thereafter.*
    - i. Additional Long Plat Reviews (beyond initial 5 reviews) \$ 870.00 each
  - 3. Miscellaneous Base Review Fee \$ 540.00  
(allows 2 reviews for parking lots, significant non-plat and misc. reviews)
    - i. Additional Miscellaneous Review Fee (beyond initial 2 reviews) \$ 300.00
  - 4. Short Plat Base Review Fee (allows 3 reviews) \$ 2,090.00
    - i. Additional Short Plat Reviews (beyond initial 3 reviews) \$ 700.00 each
- D. Re-inspection Fee \$ 68.00
- E. Utility Drainage/Street Construction/Grading Special Support Fee: Up to 5% of project cost to be levied on all projects that include utilities, drainage, stormwater facilities, slopes or streets requiring additional or special project support or supplemental inspection assistance. These funds will go toward the payment of independent inspectors and engineering review hired for construction projects. Independent contractor/inspector costs plus 20% for City administration fees will be invoiced to applicant with full and final payment required prior to final project approval.
- F. Third Party Professional Services Actual Cost + 20% admin fee

**SECTION 6: Fire Department Fees**

- A. CPR & First Aid Classes: Actual Cost
- B. Commercial Cooking Hood (New installations) Plan Review \$ 100.00
- C. EMS Basic Life Support Transportation Services
  - 1. Walla Walla County Resident Rates:
    - i. BLS Non-Emergency Rate \$ 550.00
    - ii. BLS Emergency Rate \$ 650.00

|   |                        |
|---|------------------------|
| iii. Mileage Rate   | \$ 12/mile             |
| 2. Non-Walla Walla County Resident Rates:   |                        |
| i. BLS Non-Emergency Rates  | \$ 750.00              |
| ii. BLS Emergency Rate  | \$ 850.00              |
| iii. Mileage Rate   | \$ 12/mile             |
| D. Extinguisher Classes:  | Actual Cost            |
| E. False Alarm Fees:  |                        |
| 1. Alarm system malfunction (1st call)  | No Charge              |
| 2. Alarm system malfunction five days after notification of need for servicing (1st call)                         | \$ 25.00               |
| 3. Alarm system malfunction five days after notification of need for servicing (2nd call)                         | \$ 100.00              |
| 4. Alarm system malfunction five days after notification of need for servicing (after 2 <sup>nd</sup> call)       | \$ 250.00              |
| 5. Accidental alarm activation (1 <sup>st</sup> call)   | No Charge              |
| 6. Accidental alarm activation five days after notification of need for For protection of alarm activation device | \$ 100.00              |
| 7. Malicious alarm activation   | \$ 500.00              |
| 8. Malicious discharge of extinguisher  | \$ 500.00              |
| 9. Malicious damage to fire alarm system  | \$ 500.00              |
| F. Fire Detection Systems (New Installation) Plan Review / Inspection   | \$ 100.00              |
| G. Fire Hydrants (each) Determination of Placement / Inspection   | \$ 100.00              |
| H. Fire Sprinkler Systems (per riser on new installation) Plan Review   | \$ 200.00              |
| I. Fireworks Permits for Sales  | \$ 100.00              |
| J. Fireworks Use / Display Permit   | \$ 100.00              |
| K. Haz Mat Fee: In accordance with the Washington State Association of Fire Chiefs                                |                        |
| L. Hydrant Flow Tests (By Request)  | \$ 50.00               |
| M. Nuisance Abatement Notice Fee  | \$ 50.00               |
| N. Nuisance Abatement Arranged by the Fire Department   | Actual cost plus \$100 |
| O. Plan Review Fee – Initial Review   | \$ 45.00 per hour      |
| P. Plan Review Fee – For Revisions  | \$ 45.00 per hour      |
| Q. Plan Review Fee by Outside Agency / Vendor   | Actual cost plus \$100 |
| R. Re-inspection Fee for Non Compliance   | \$ 100.00              |
| S. Reports:   |                        |
| 1. Copy of EMS Report   | See Section 1          |
| 2. Copy of Fire Report  | See Section 1          |
| 3. Other Reports  | See Section 1          |
| T. Requests for Code Alternate / Variance   | \$ 100.00              |
| U. Special Inspection / Review / Permit   | \$ 100.00              |
| V. Salvage Fees for Insurance Companies:  |                        |
| 1. Maximum charge for single-family dwelling salvage  | \$1,000.00             |
| 2. Maximum charge for commercial salvage  | \$2,000.00             |
| 3. Debris removal (per cubic yard)  | \$ 30.00               |
| 4. Boarding of windows and doors (per window or door)   | \$ 30.00               |
| 5. Furniture salvage (per room)   | \$ 40.00               |
| 6. Water removal (per sq. ft.)  | \$ 2.50                |
| 7. Sump pump (flat fee plus \$15.00 per hour)   | \$ 120.00              |
| 8. Smoke odor removal (per room)  | \$ 30.00               |

W. Violation Fee: A fine in an amount not to exceed \$1,000 or imprisonment in jail for a period not exceeding 90 days, or by both such fine and imprisonment. Court costs will be assessed to the violator upon loss of any appeal of a violation.

**SECTION 7: Public Works Fees**

|  |   |
|--|---|
| A. Brush & Debris Collection Fee – 3 yards and under   | \$ 10.00 per yard   |
| B. Brush & Debris Collection Fee – Over 3 yds: employee, equipment time and disposal costs.  |   |
| C. Commercial Cross Connection Site Inspection Fee   | \$ 25.00  |
| D. Dye Test – requested by customer, representative, etc.                                    | \$ 25.00  |
| E. Equipment Rental Fees: As determined by the PW Director for each piece of equipment used. |   |
| F. Fire Hydrant Meter & Backflow Fees:   |   |
| 1. Deposit   | \$ 500.00   |
| 2. Rental Fee  | \$ 7.00 per day   |
| 3. Install Fee   | \$ 30.00  |
| 4. Removal Fee   | \$ 30.00  |
| 5. Actual cost of water used (per 1,000 gallons)   | \$ 1.65   |
| G. Franchise Application   | \$5,000.00  |
| H. Labor; Hourly Charge – During Business Hours  | \$ 55.80 per hour   |
| I. Labor; Hourly Charge – After Business Hours   | \$ 83.69 per hour   |
| J. Leaf Collection Fee (After December 31)   | \$ 10.00  |
| K. Parts, Materials, Supplies provided by Public Works                                       | Actual Cost plus 20%  |
| L. Right-of-way Permit   | \$ 75.00  |
| M. Right-of-way Permit with street cut   | \$ 150.00   |
| N. Sewer Lateral Locate – customer request   | \$ 50.00  |
| O. Street Repair:  | \$75.00 for 1 <sup>st</sup> sq. ft. and \$1.50 per sq. ft. thereafter |

**SECTION 8: Police Department Fees**

|  |            |
|--|------------|
| A. Bike License Fees:                                    |            |
| 1. Lifetime license for registering owner                | \$ 7.00    |
| 2. Replacement license                                   | \$ 1.00    |
| B. Nuisance Code Enforcement Infractions:                |            |
| 1. Infraction 1  | \$ 250.00  |
| 2. Infraction 2  | \$ 500.00  |
| 3. Infraction 3  | \$1,000.00 |
| C. Concealed Pistol License:                             |            |
| 1. Original / Initial                                    | \$ 36.00   |
| 2. Original / Initial FBI Fee (subject to change by FBI) | \$ 13.25   |
| 3. Renewal   | \$ 32.00   |
| 4. Late Renewal  | \$ 42.00   |
| 5. Replacement Fee                                       | \$ 10.00   |
| D. Crime Prevention Sign                                 | \$ 10.00   |
| E. Driving While Suspended (DWS) Hearing Fee             | \$ 41.00   |
| F. Fingerprinting (per card)                             | \$ 10.00   |
| G. Impound Hearing Administrative Fee                    | \$ 41.00   |
| H. Media Fee (per incident)                              | \$ 10.00   |
| I. Notarizing of Document                                | \$ 5.00    |
| J. Parking Infraction:                                   |            |
| 1. First parking violation                               | \$ 25.00   |

- 2. Second parking violation within a three-month period \$ 50.00
- 3. Third and subsequent parking violations within a six-month period \$ 250.00
- K. Peddler / Solicitor License (Nonrefundable) (per applicant) \$ 50.00
- L. Public Record Request for Police Reports (per page): See Section 1  
*Note: Requests for collision reports should be made through Washington State Patrol*
- M. Special Events Application Fee \$ 50.00
- N. Verification of Police Reports /Documents (each) \$ 3.00
- O. VISA Clearance Letter \$ 10.00
- P. Video Redaction Fee (Per minute of staff time) See Section 1

**SECTION 9: Municipal Court Remuneration**

- A. Witness Reimbursement per RCW 43.03.060 and RCW 2.36.150
- B. Potential Juror Reimbursement per RCW 43.03.060 and RCW 2.36.150
- C. Selected Juror Reimbursement per RCW 43.03.060 and RCW 2.36.150

**SECTION 10: Water System Charges: CPMC Title 13.04**

- A. 13.04.050(A) Water System Connection Charges: Per unit charge
  - 1) Single family dwelling (including duplex – per dwelling unit) - \$3,500 per dwelling unit
  - 2) Accessory dwelling unit, duplex, cottage housing, studio and one bedroom apartments, not exceeding 600 square feet (excluding any covered porches, garages, carports, or loft space) shall be assessed a reduced system connection per unit charge (monthly residential base charges per unit are applicable). Dwelling units exceeding 600 square feet shall be assessed the applicable single family dwelling or multiple family dwelling per unit charge. Reduced system connection per unit charge - \$500 per dwelling unit
  - 3) Multiple family dwelling - \$3,500 per dwelling and/or rental unit
  - 4) Business/commercial, or public entities will be charged as per the following schedule:
    - a) For one inch or smaller service - \$3,500
    - b) For a one and one half inch service - \$11,700
    - c) For a two-inch service - \$18,700
    - d) For a three-inch service - \$37,400
    - e) For a four-inch service - \$58,400
    - f) For a six-inch service - \$116,700
    - g) Service connections larger than six inches in size will be negotiated with the city, considering the demand on the existing system and a determination of any necessary system improvements.
  - 5) Mobile, manufactured and modular homes - \$3,500 per unit
  - 6) Gardens, lawn and agricultural use - \$3,500 per connection
  - 7) Fire service connections - \$4,200 per connection
- B. 13.04.050(C) Front Footage Charge: When applicable
  - 1) \$60.00 per assessed front foot of the lot.
- C. 13.04.200(A) Account Names – New Account / Transfer Fee
  - 1) New account establishment fee: \$9.00/account
  - 2) Request for transfer of service: \$9.00/account
- D. 13.04.210 Payment of Bills – Delinquency Charges:
  - 1) Delinquent charges shall be: 8% per annum or a \$6.00 late fee, whichever is greater, for accounts with a balance due of greater than \$10.00.
  - 2) The charge for hanging a red tag shut-off warning notice will be \$20.
- E. 13.04.250 Discontinuance of Service – Customer’s Request – Fee



- 1) \$15.00 per request to turn the service back on.
- F. 13.04260 Discontinuance – Nonpayment of Bill.
  - 1) When water service has been shut off for failure to pay water charges, the reconnection charges shall be as follows:
    - a) If reconnection is requested to be made during normal business: \$20.00
    - b) If reconnection is requested to be made outside normal business hours: \$50.00
- G. 13.04.290 Unauthorized Turn On
  - 1) \$50.00 charge per incident.
- H. 13.04.400(A) Water Charges:
  - 1) Monthly residential base charge per unit - \$41.52
  - 2) Monthly business base charge per unit - \$58.13
  - 3) Consumption charge per 1,000 gallons - \$1.71

**SECTION 11: Wastewater System Charges: CPMC Title 13.08**

- A. 13.08.525(A) Connection and Modification Fees: Per Unit Charge
  - 1) Single family dwelling (including duplex – per dwelling unit) - \$3,500 per dwelling unit
  - 2) Accessory dwelling unit, duplex, cottage housing, studio and one bedroom apartments, not exceeding 600 square feet (excluding any covered porches, garages, carports, or loft space) shall be assessed a reduced system connection per unit charge (monthly residential base charges per unit are applicable). Dwelling units exceeding 600 square feet shall be assessed the applicable single family dwelling or multiple family dwelling per unit charge. Reduced system connection per unit charge - \$500 per dwelling unit
  - 3) Multiple family dwelling - \$3,500 per dwelling and/or rental unit
  - 4) Business/commercial - \$3,500 per unit
  - 5) Public entities - \$3,500 per site
- B. 13.08.525(B) Front Footage Charge: When applicable
  - 1) \$40.00 per assessed front foot of the lot.
  - 2) 13.08.525(C) Wastewater Inspection Fee: Per Inspection - \$30.00
- C. 13.08.485(B, E) Wastewater Base Charges: Per Unit Charge
  - 1) Monthly residential base charge per unit - \$51.26
  - 2) Monthly small flow nonresidential base charge - \$51.26
  - 3) Monthly unmetered account base charge per unit - \$51.26
- D. 13.08.485(B, E) Wastewater Consumption Charge: Per 1,000 gallons of consumption over 3,000 gallons consumed per month. (Large flow nonresidential customers are not given an unpaid consumption allowance.)
  - 1) Monthly residential consumption charge per 1,000 gallons - \$4.90
  - 2) Monthly small flow nonresidential consumption charge per 1,000 gallons - \$4.90
  - 3) Monthly large flow nonresidential consumption charge per 1,000 gallons - \$8.90
  - 4) Monthly unmetered account consumption charge - \$4.90 for each calculated average of 1,000 gallons of consumption in accordance with 13.08.485(E).
- E. 13.08.490(A) Account Transfer Charge:
  - 1) New account establishment fee: \$9.00/account
  - 2) Request for transfer of service: \$9.00/account
- F. 13.08.490(C) Billing Cycle and Due Date:
  - 1) Delinquent charges shall be: 8% per annum or a \$6.00 late fee, whichever is greater, for accounts with a balance due of greater than \$10.00.
- G. 13.08.495(B) Special Considerations: Vacancy Allowance
  - 1) Base charge per dwelling and/or rental unit - \$51.40

- H. 13.08.500(5) Rate Reduction: Condemned/Unlivable Premises
  - 1) Debt service charge per dwelling and/or rental unit for maximum of one year - \$10.64

**SECTION 12: Stormwater System Charges: CPMC Title 13.15**

- A. 13.15.070(C) Storm and Surface Water Charges
  - 1) Monthly residential charge per account - \$9.95
  - 2) Monthly non-residential charge per ESU - \$9.95
  - 3) Monthly charge with credit per ESU - \$7.10
- B. 13.15.070(D) Equivalent Service Unit Definition: One Equivalent Service Unit (ESU) is established at 3,500 square feet of impervious surface area. For the purpose of computation of service charges, the number of Equivalent Service Units shall be rounded to the nearest tenth (0.10).
- C. 13.15.072 Liability for payment of bill.
  - 1) New account establishment fee - \$9.00/account
  - 2) Request for transfer of service - \$9.00/account
- D. 13.15.075 Payment of bills – Delinquent charges.
  - 1) Delinquent Charges – 8% per annum or \$6.00 late fee, whichever is greater, for accounts with a balance due of greater than \$10.00.

**SECTION 13: Ambulance Utility Charges: CPMC Title 13.16**

- A. 13.16.070(B) Utility Fee: Classifications
  - 1) Single Family Residential (including single unit mobile home) - \$4.56/unit
  - 2) Multiple Family (including duplex, triplex, ect.) - \$5.44/unit
  - 3) Commercial/Retail/Industrial (based on calculation method in Section 13.16.070(C) - \$5.10/ERU
  - 4) Assisted Living/Nursing Home (based on calculation method in Section 13.16.070(C) - \$37.34/ERU
  - 5) Public/College/Schools (based on calculation method in Section 13.16.070(C) - \$4.84/ERU
- B. 13.16.070(C) Rates Formula: One Equivalent Residential Unit (ERU) is established at 1,985 square feet. For the purpose of computation of service charges, the number of Equivalent Residential Units shall be rounded to the nearest tenth (0.10).
- C. 13.16.080 Collection of Utility Fees.
  - 1) New account establishment fee - \$9.00/account
  - 2) Request for transfer of service - \$9.00/account
  - 3) Delinquency Charges - 8% per annum or \$6.00 late fee, whichever is greater, for accounts with a balance due of greater than \$10.00.

**SECTION 14: Transportation Impact Fees—pending study to establish fee structure.**

**SECTION 15: Pedestrian Facility In-lieu of Improvements Fee—pending study to establish fee structures for payment in lieu of constructing pedestrian facilities.**

**SECTION 16: Miscellaneous Fees & Charges**

- A. Web Check Electronic Services Fee \$ 20.00
- B. NSF Fee \$ 20.00
- C. Stop Payment Fee \$ 25.00
- D. Business Licenses \$ 20.00

**SECTION 17: Community Events/Parks**

- A. Farmers Market

- 1. Registration Fees
    - a. Application Fee – Daily Vendors \$ 10.00
    - b. Membership Fee – Through April 15<sup>th</sup> \$ 50.00
    - c. Late registration – After April 15<sup>th</sup> \$ 15.00
  - 2. Daily Fees
    - a. Member Daily Fee Standard Booth \$ 10.00
    - b. Member Daily Fee Oversize Booth \$ 15.00
    - c. Non-Member Daily Fee Standard Booth \$ 20.00
    - d. Non-Member Daily Fee Oversize Booth \$ 25.00
    - e. Non-Profit Daily Fee \$ 5.00
    - f. Youth Vendor Fee \$ 5.00
  - 3. Electricity Fees Per Day
    - a. Member – standard outlet (2 plugs) \$ 5.00
    - b. Member – 50 or 30 Amp (limited availability) \$ 7.50
    - c. Non-Member – standard outlet (2 plugs) \$ 7.50
    - d. Non-Member – 50 or 30 Amp (limited availability) \$ 10.00
  - 4. Product Challenge Submittal \$ 50.00
- B. Parks
- 1. Reservations
    - a. First come/first served No charge
    - b. Restrict site access \$10.00/hour city resident/\$15.00/hour non-resident
  - 2. Park setup/cleanup - Hourly staff cost +10% (resident); Hourly staff cost +20% (non-resident)
- C. Special Events
- 1. Application Fee Varies by event.

**SECTION 18: Vacant/Abandoned Property**

- A. Vacant Property Registration and Maintenance
  - 1. Registration Fee \$200.00
  - 2. Annual fee for property that remains vacant through December 31 \$150.00
  - 3. Late Fee 20%
- B. Abandoned Property
  - 1. Fee for property declared abandoned- non-construction site \$500.00
  - 2. Additional annual fee after Jan 1<sup>st</sup> where the property remains abandoned \$250.00
  - 3. Fee for property declared abandoned – under construction/construction stopped before completion. fee due on Jan 1 or July 1 whichever date is soonest after 45 days has passed after property under construction declared abandoned and no notable and consistent construction has occurred \$1,000.00
  - 4. Additional biannual fee for each 6month period the property remains abandoned and under construction/construction stopped before completion. \$500.00
  - 5. Late Fee 20%

**SECTION 19: Multi-Family Tax Exemption (MFTE): CPMC CH 3.52.070**

- A. Multi-Family Tax Exemption Fees
  - 1. Application Fee \$150.00
  - 2. Per multi-family unit \$ 25.00

**Payment of Fees:** All fees are required to be paid prior to services being rendered, as applicable.

**Effective Date:** Rates, fees, and other charges shall be effective January 24, 2023; after passage and approval as provided by law.

**Clerical Corrections:** The City Clerk is authorized to make necessary clerical corrections to this resolution including, but not limited to, the correction of scrivener's/clerical errors, references, resolution numbering, section/subsection numbers and any references thereto.

**PASSED** by the City Council of the City of College Place, Washington, this 28<sup>th</sup> day of February, 2023.

APPROVED:

ATTEST:

DocuSigned by:  
*Norma L. Hernandez*  
E7C117EE7FEC409...  
Norma Hernández– Mayor

DocuSigned by:  
*Sherri St. Clair*  
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Sherri St. Clair – City Clerk