

AGENDA
GIG HARBOR CITY COUNCIL STUDY SESSION
Thursday, September 25, 2025 - 3:00 PM
Community Rooms

This meeting may also be accessed through Zoom at <https://zoom.us/j/93216056382> or by calling (253) 215-8782 and entering Meeting ID 932 1605 6382.

CALL TO ORDER/ROLL CALL

DISCUSSION ITEMS

1. Soundview Drive Pavement Maintenance Traffic Calming Concepts

Suggested Motion: N/A

- a. Staff Report: Public Works Director Jeff Langhelm
- b. Clarifying Questions
- c. Public Comment
- d. Council Deliberation and Action

2. 2025 Fee Schedule Updates

Suggested Motion: N/A

- a. Staff Report: City Clerk Josh Stecker
- b. Clarifying Questions
- c. Public Comment
- d. Council Deliberation and Action

3. 38th Avenue Dry Sewer Discussion

Suggested Motion: N/A

- a. Staff Report: Senior Engineer Stephanie Seibel, PE
- b. Clarifying Questions
- c. Public Comment
- d. Council Deliberation and Action

4. Transportation Concurrency Overview and Requirements

Suggested Motion: N/A

- a. Staff Report: City Engineer Aaron Hulst
- b. Clarifying Questions
- c. Public Comment
- d. Council Deliberation and Action

ADJOURN

PUBLIC COMMENT & DECORUM

PUBLIC COMMENT & DECORUM

The city council wants to hear from the public as much as possible. However, the business of the city must proceed in an orderly, timely manner. The primary purpose of council meetings is to conduct the city's business so we have created a variety of ways the community can make their voices heard. Monday city council meetings are just one opportunity. These guidelines are designed to make sure every person who wants to be heard has both the opportunity to be heard and feels welcome to do so.

We receive comments three ways:

1. During council meetings
2. During council study sessions.
3. Email mayorandcouncil@gigharborwa.gov at any time about any issue. This email goes to the elected officials and leadership at the city.

Public Comment at City Council Study Sessions

We welcome comment at Council study sessions following the staff report and clarifying questions of each discussion item. Comments must be related to the discussion item at hand.

When the mayor calls for public comment, please come forward to the table (or raise your hand on Zoom). When it's your turn, we'll ask you to tell us your name and connection to the issue you want to discuss. You'll then have a maximum of two minutes to speak.

Unfortunately, this isn't a time for dialogue, but a staff person or councilmember may be available to talk with you at a break or after the meeting.

Additional guidelines

- Anyone making "out of order" comments may be subject to removal from the meeting.
- Please address your remarks to the city council as a body and not to any specific individual.
- Please be courteous and not engage in derogatory remarks or insinuations.
- No demonstrations, including clapping, are allowed.

Email

You are welcome to email the mayor and councilmembers about any issue facing the city by writing to the address above. Do remember that council sets the policy direction while city departments execute those decisions. A series of online reporting tools might help you resolve an issue more quickly so check them out

too: <https://www.gigharborwa.gov/146/Submit>

AMERICANS WITH DISABILITIES (ADA) ACCOMMODATIONS

ADA accommodations can be provided upon request. Those requiring special accommodations should contact the city clerk at cityclerk@gjgharborwa.gov or (253) 853-7613 at least 24 hours prior to the meeting.



**City of Gig Harbor
City Council Agenda Bill**

Meeting Date: September 25, 2025

SUBJECT: Soundview Drive Pavement Maintenance Traffic Calming Concepts

SUBMITTED BY: Associate Engineer Steven Demmer

DEPARTMENT: Public Works

PHONE: (253) 530-7076

SUGGESTED MOTION: N/A

BACKGROUND INFORMATION: In 2024, the city's water division completed the Soundview Drive Watermain Replacement Project, which included an asphalt trench patch between Hollycroft Street and Erickson Street. While city standards typically require only a full-lane grind and inlay after such work, the overall condition of Soundview Drive, as well as 38th Avenue from the city limits to 41st Street, makes both corridors strong candidates for a full-road-width grind and inlay to improve long-term pavement performance.

In addition to pavement maintenance needs, Soundview Drive has long experienced significant speeding concerns. Although the posted speed limit is 25 mph, drivers frequently exceed this limit, using the street as a cut-through to bypass State Route 16. Wide travel lanes and limited traffic calming measures contribute to higher speeds. Two temporary speed radar signs have recently been installed along the corridor; however, speeding remains a concern.

At the study session, the city's consultant, Parametrix, will present an overview of the project, including scope and estimated costs. The presentation will highlight traffic calming options currently being considered for the Soundview Drive corridor. City staff will be looking to council to provide feedback on these proposed traffic calming measures to help address speeding and cut-through traffic. Following the study session, staff will incorporate Council feedback into the design and proceed with finalizing project plans and cost estimates.

FISCAL CONSIDERATION: N/A

ATTACHMENTS:

1. 2025-09-25 City Council Study Session_Pavement Maintenance
-

STRATEGIC PLAN PRIORITY: Ensure sustainable future for public services and facilities



Pavement Maintenance and ADA Improvements

Traffic Calming Review

09/25/25



Presentation Overview



- Project Overview
- Overview of Traffic Calming Measures
 - Measures proposed
 - Other Measures Evaluated
- Feedback from Council on the Proposed Traffic Control Measures

Project Overview – Soundview Drive



Project Overview – 38th Avenue



Project Overview



- Soundview Drive
 - Grind and inlay within the area of the recent watermain project.
 - ADA curb ramp improvements along the project
 - Traffic calming measures
 - Stormwater management
 - Water quality treatment improvements
- 38th Avenue
 - Pavement replacement to fix failing pavement

Traffic Calming



Rapid Rectangular Flashing Beacon

Raised Medians

Bike Lane Delineation

Radar Feedback Signs

- Employed at the Cushman Trail crossing of Soundview Dr



Traffic Calming



Rapid Rectangular Flashing Beacon

Raised Medians

Bike Lane Delineation

Radar Feedback Signs

- Medians proposed within the two-way left turn lane
- Ranging from 55' to 110' long
- Three medians proposed between,
 - Islandview Ct and Anne Marie Ct
 - Emerald Ln and Soundview Ct
 - Soundview Ct and Erickson Dr

N 26th St, Tacoma



Rosedale St NW, Gig Harbor



Traffic Calming



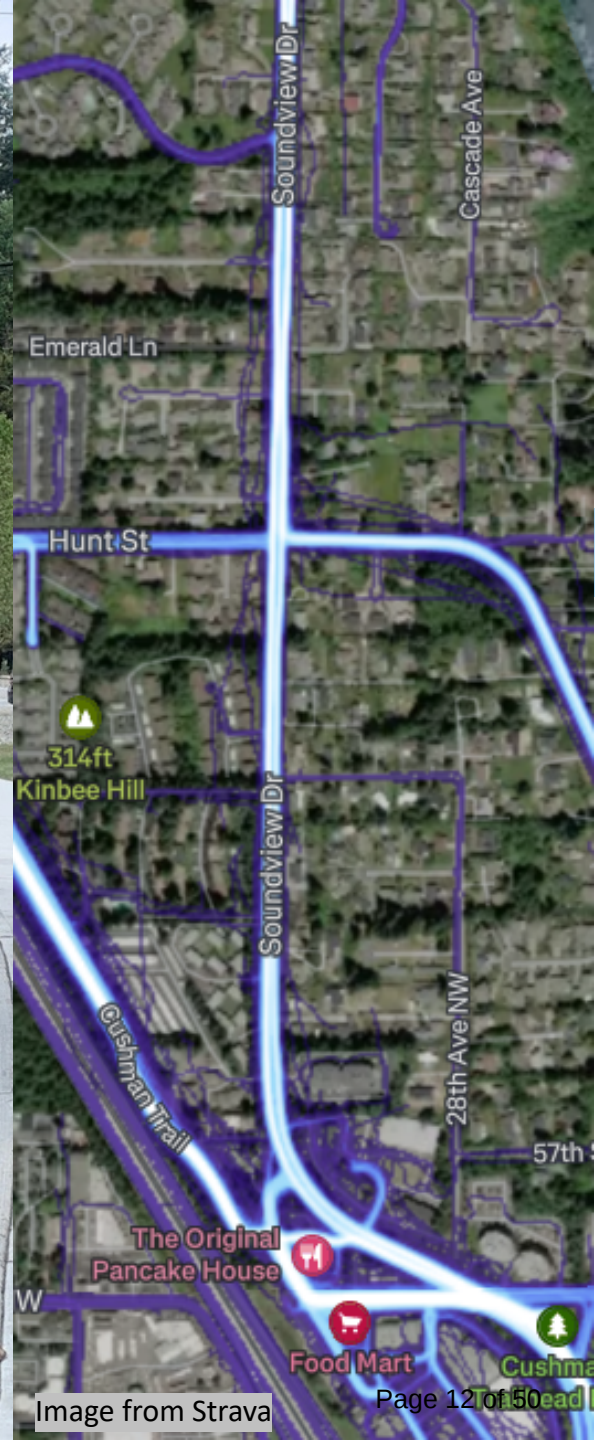
Rapid Rectangular Flashing Beacon

Raised Medians

Bike Lane Delineation

Radar Feedback Signs

- Restriping of Soundview will create two 11' lanes and one 5' bike lane
- Bike lane will be provided on the west side of the road (uphill)



Traffic Calming



Rapid Rectangular Flashing Beacon

Raised Medians

Bike Lane Delineation

Radar Feedback Signs

- Locations to be coordinated with Gig Harbor Police Department to limit speeding





Traffic Calming - Infeasible

Consultant team also evaluated the following traffic calming measures that were found to be infeasible

Raised Crosswalk

Midblock Crossing

Bulb Outs

- Found to be infeasible due to lack of sidewalk on east side of road and necessary changes to storm drainage system



Traffic Calming - Infeasible



Consultant team also evaluated the following traffic calming measures that were found to be infeasible

Raised Crosswalk

Midblock Crossing

Bulb Outs

- Found to be infeasible due to lack of sidewalk on east side of road



Traffic Calming - Infeasible



Consultant team also evaluated the following traffic calming measures that were found to be infeasible

Raised Crosswalk

Midblock Crossing

Bulb Outs

- Found to be infeasible as they are not compatible with the bike lane within the corridor

Budget Overview



Base Project

- Includes pavement maintenance, ADA improvements, and RRFB
- \$2,150,000

Traffic Calming

- Includes raised medians, bike lane markings, and radar feedback signs
- \$175,000

Stormwater Management

- Includes three water quality treatment units
- \$105,000

Questions or Comments?





**City of Gig Harbor
City Council Agenda Bill**

Meeting Date: September 25, 2025

SUBJECT: 2025 Fee Schedule Updates

SUBMITTED BY: City Clerk Josh Stecker

DEPARTMENT: Administration

PHONE: (253) 853-7613

SUGGESTED MOTION: N/A

BACKGROUND INFORMATION: In November 2024, council adopted a comprehensive fee schedule that was updated to include full cost recovery of city staff time and expense for the various fees and permits issued by the city. This summer staff was tasked with reviewing the fee schedule to adjust any items that may have changed significantly in the past year.

There are several updates throughout the document to account for new fees that the city is prepared to begin collecting and to adjust established fees to more accurately reflect the city's expenses. Notes are included throughout the document to explain these changes individually.

Staff will be present at the September 25 study session to discuss these changes. Council will be asked to direct staff to place the new fees on an upcoming city council meeting consent agenda for adoption.

FISCAL CONSIDERATION: N/A

ATTACHMENTS:

1. R-XXXX Fee Schedule Update 2025

STRATEGIC PLAN PRIORITY: Ensure sustainable future for public services and facilities

RESOLUTION XXXX

A RESOLUTION OF THE CITY OF GIG HARBOR, WASHINGTON, ESTABLISHING FEES FOR POLICE SERVICES, LAND USE APPLICATIONS AND PERMITS, BUILDING PERMIT FEES, ENGINEERING FEES, COPY SERVICE FEES, AND PUBLIC RECORDS REQUEST FEES; AND REPEALING RESOLUTIONS 1222 AND 1321

WHEREAS, the City of Gig Harbor has established police services, land use, engineering, building permit, other development review fees, and copy service fees by Resolution; and

WHEREAS, the Gig Harbor City Council has requested that all departments evaluate fees on an annual basis and, as necessary, propose adjustments to the fee schedule; and

WHEREAS, the last update to the Fee Schedule was approved on September 9, 2024 by Resolution 1321; and

WHEREAS, the proposed fee schedule is an amendment of the previous fee schedule to include reference to Ancich Waterfront Park Human Powered Watercraft Storage Facility Rental Rates which have been adjusted to provide for annual rental period;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Gig Harbor:

Section 1. The city council hereby repeals Resolution 1321 and adopts the Administration, Police, Land Use, Engineering, Building, and Public Records Fee Schedule attached as Exhibit A.

Section 2. The city council hereby repeals Resolution 1222 which established fees for the public rental of Ancich Waterfront Park human powered craft storage racks.

ADOPTED by the City Council of the City of Gig Harbor at a regular meeting thereof, held this ____ day of _____, 2025.

Mary K. Barber
Mayor

Attest:

Joshua Stecker, CMC
City Clerk

EXHIBIT A
CITY OF GIG HARBOR
FEE SCHEDULE

A. ADMINISTRATION

1) PUBLIC RECORDS REQUEST FEE SCHEDULE

- | | | |
|----|---|------------------------|
| a) | Inspection of records at Civic Center | No fee |
| b) | 8-1/2 x 11", 8-1/2" x 14" & 11" x 17" B&W Copies | \$0.15 per page |
| | No charge for first 50 pages | |
| c) | Scanned copies | \$0.10 per page |
| | No charge for first 50 pages | |
| d) | Scanned documents: greater than 11" x 17" | \$0.50 per page |
| e) | Electronic Files or attachments to an email | \$0.05 per every 4 |
| | If the number of files is 80 or less, the fee will be waived. 84 files = \$1.05 | |
| f) | Records transmitted in electronic format | \$0.10 per gigabyte |
| g) | Digital Storage Media Device (CD/DVD, flash drive) | actual cost |
| h) | Outside Vendor | actual cost |
| i) | Envelope / Postage | actual cost |
| j) | Customized Service Charge * | actual cost |
| k) | Police body camera or dash camera video redactions | |
| | (redacting, altering, distorting, pixelating, suppressing, or | |
| | Otherwise obscuring) per RCW 42.56.240(14) ** | \$60.25 per staff hour |

In the event a request is estimated to exceed \$25, the City may require a deposit in an amount not to exceed 10% of the estimated cost prior to the duplication of record(s).

* When the request would require the use of IT expertise to prepare data compilations or when such customized access services are not used by the agency for other business purposes. The agency may charge actual cost.

** Unless otherwise exempted from such fee by applicable RCW.

2) DOG LICENSE FEES

Dog license are issued and current for one year from date of original licensing.

- | | | |
|----|-----------------|----------|
| a) | Senior Citizens | \$5.00 |
| b) | Altered Dogs | \$7.00 |
| c) | Unaltered Dogs | \$17.00 |
| d) | Dangerous Dogs | \$100.00 |

3) CIVIC CENTER ROOM RENTAL

The city is pleased to share its facilities with the public. Rental rates are per day unless otherwise noted.

Weekdays:

- a) City Council Chambers \$75/hr, \$250 ½ half day, \$500 full day
includes Lobby Area (lobby not available during business hours)
- b) Community Rooms \$50/hr, \$150 ½ day, \$300 full day

Weekends:

- a) City Council Chambers (includes lobby area) \$400 + cleaning fees
- b) Community Rooms \$400 + cleaning fees

Custodial charges: Custodial charges will be required for weekend, holiday and after-hours building use or if the City Administrator or designee has determined the need. Cost for custodial services will be calculated at the time of the rental with a minimum charge of 2 hours including ½ hour before, duration of the event, and the ½ hour after (total 3 hours). Weekday after hours cleaning fee: \$100
Weekend cleaning fee: \$250

4) PARK FEES

- a) Crescent Creek Park Shelter (9:00am-2:pm or 2:00pm to dusk): \$100
Refer to the Special Events fees for parties of 30 people or more
- b) Jerisich Dock Moorage Fees per overnight period
 - Friday before Memorial Day through Labor Day \$1.75/ft.
 - All other days \$1.25/ft.
- c) Ancich Waterfront Park Human Powered Watercraft Storage Facility Rental Rates

Priority for reservations will be given to Gig Harbor city residents. Unfilled storage slots may be rented for the remainder of an annual term for a pro-rated fee.

Annual rental rates for city residents:

- Stand-up Paddleboard \$400.00
- Kayak/canoe 12-foot slot \$450.00
- Kayak/canoe 16-foot slot \$550.00
- Kayak/canoe 18-foot slot \$600.00

Annual rental rates for non-city residents:

- Stand-up Paddleboard \$480.00
- Kayak/canoe 12-foot slot \$540.00
- Kayak/canoe 16-foot slot \$660.00
- Kayak/canoe 18-foot slot \$720.00

- Locker Fee: \$120.00

- d) Doris Heritage Park Shelters (9:00am-2:pm or 2:00pm to dusk): \$100

- Refer to the Special Events fees for parties of 30 people or more
- e) Performance Shelter at Doris Heritage Park - \$200 ½ day (8 am – 2 pm or 2 pm – dusk), \$300 full day rental
 - f) Field rentals at Pen Light Fields (outside of facility use agreement with GHLL) \$20/field per hour. Lights, if used, will be reimbursed based on actual power bill

5) SPECIAL EVENTS

Special Events held on public land.

- a) City Sponsored Event \$ 0.00
- b) Not for Profit Sponsored Event \$ 250.00
- c) Profit/Commercial Event \$ 500.00

An Electrical Inspection Fee may apply to a Special Event Permit (if required by Labor & Industries) \$ 100.00
Road Closure \$100.00

6) ANNUAL BUSINESS LICENSE FEE

Business located in city limits - over 200 sq ft. \$120.00*
Business located in city limits - under 200 sq. ft. or home occupation: \$60.00
Business not located in city limits \$60.00
*Fee effective upon implementation by the Department of Revenue. Prior to implementation the fee will be \$60.00.

Cabaret License are processed through the City. Cabaret is defined as a place that serving the public that includes various forms of live entertainment.

- a) Annual Cabaret License \$ 25.00

Peddlers Licenses are processed through the City of Gig Harbor and are good for ninety days. Licenses can be reapplied for multiple times.

- a) 90 Day Peddler License \$ 50.00

Adult Entertainment Business License

- a) Original license \$ 500.00
- b) Renewal \$ 100.00
- c) Adult Entertainer / Manager yearly \$ 100.00

7) FINGERPRINTING AND WEAPON PERMITS

The Police Department processes fingerprints and Concealed Pistol License.

- a) Fingerprinting
 - 1) Each Card \$ 15.00
- b) Concealed Pistol License – Fees are set according to RCW: 9.41.070
 - 1) New \$ 49.25
 - 2) Renewal \$ 32.00
 - 3) Late Renewal \$ 42.00
 - 4) Replacement of Lost Permit \$ 10.00

8) RETURNED CHECK FEE \$50.00

9) ELECTRIC VEHICLE CHARGING STATION USE FEE

The fee for public use of electric vehicle charging stations located in public parking facilities owned or controlled by the City of Gig Harbor shall be comprised of the following base rate plus applicable surcharges:

Rate Type	Rate
Base Rate	\$0.25 per kWh
Surcharge for occupying parking space after vehicle charging is complete	\$0.40 per minute, including a grace period of 15 minutes after charging is complete

10) UTILITY BILLING LIEN FEE \$200.00

Commented [JS1]: Historically charged \$150, but has not been included in the fee schedule previously.

B. LAND USE PERMIT APPLICATION FEES

When a development proposal involves two or more permits listed in 3 through 14 below being consolidated and processed concurrently, the highest cost land use permit shall be charged the full fee and all other land use permits charged 50% of the applicable fee. Specified engineering fees, building/fire fees, third party review fees and the fees listed in 1 and 2, and 15 through 26 below are not subject to the 50% reduction. The fees below are paid at submittal of application and include public notice fees; see section "G" for required deposits and fees incurred during the review process.

1) Amendment to Comprehensive Plan

- a) Map Amendment \$9,758.00
- b) Urban Growth Area Adjustment \$9,758.00
- c) Text Amendment \$9,758.00

2) Amendments to Municipal Code

- a) Zoning District Boundary \$8,131.00
- b) Text \$8,131.00
- c) Height Restriction Area Amendment \$8,131.00

3) Conditional Use Permit

- a) Single-family \$5,285.00
 - b) Nonresidential/Multiple-family in existing building \$5,285.00
 - c) New Nonresidential / Multiple-family Dev. \$5,285.00
- *Above fees include \$130.00 for Building/Fire review

4) Variance/Interpretation

- a) Single-family Variance \$3,659.00
- b) Non-Single-family Variance \$3,659.00

c) Administrative Variance	\$1,041.00
d) Interpretation	\$861.00
*Above variance fees include \$98.00 for Building/Fire review	

5) Site Plan Review and Landscape Plans

a) Major Site Plan Review	
New use or building – Combined Total	\$6899.00
Planning	\$4,879.00
Building/Fire	\$ 340.00
Engineering	\$1680.00
Existing/approved site plan modifications/expansions – Combined Total	
\$5089.00	
Planning	\$ \$3,659.00
Building/Fire	\$ 170.00
Engineering	\$1260.00
Modification of conditions of approval – Combined Total	\$3029.00
Planning	\$2,439.00
Building/Fire	\$ 170.00
Engineering	\$420.00
Regional stormwater ponds – Combined Total	\$4399.00
Planning	\$2,439.00
Engineering	1960.00
b) Minor Site Plan Review	
Change in use	\$ \$260.00
Changes to GFA/impervious surface – Combined Total	\$ 1481.00
Planning	\$976.00
Building/Fire	\$85.00
Engineering	\$420.00
Changes to landscaping/common areas/vegetation retention areas/parking lot layout with no impervious surface change	\$976.00
Demolition	\$ 115.00
Changes to stormwater facilities – Combined Total	\$ 2096.00
Planning	\$ \$976.00
Engineering	\$ 1120.00
Changes to Conditions of Approval	\$ 630.00
Rapid Charging Stations	\$ 115.00
c) Alternative Landscape Plan	\$ \$976.00

6) Planned Residential District (PRD)

c) Major PRD Amendment – Combined Total	\$5089.00
Planning	\$ 3,659.00
Engineering	\$ 1260
Building/Fire	\$ 170.00

d) Minor PRD Amendment – Combined Total		\$1901.00
Planning	\$ 976	
Building/Fire	\$ 85.00	
Engineering	\$ 840.00	
7) Planned Unit Development (PUD) (Exclusive of subdivision fees)		
a) Preliminary PUD – Combined Total		\$ 7305.00
Planning	\$5,285.00	
Building/Fire	\$ 340.00	
Engineering	\$ 1680.00	
b) Final PUD		\$ 1,280.00
c) Major PUD Amendment – Combined Total		\$ 5089.00
Planning	\$3,659.00	
Building/Fire	\$ 170.00	
Engineering	\$ 1260.00	
e) Minor PUD Amendment – Combined Total		\$ 1901.00
Planning	\$ 976.00	
Building/Fire	\$ 85.00	
Engineering	\$ 840.00	
8) Performance Based Height Exception		\$ 2118.00
Planning	\$2,033.00	
Building/Fire	\$ 85.00	
9) Transfer of Density Credit Request		\$ 630.00
10) Subdivisions		
a) Preliminary Plat – Combined Total		\$ 15137.00
Planning	\$9,757.00	
Engineering	\$ 5040.00	
Building/Fire	\$ 340.00	
b) Minor Preliminary Plat Revisions – Combined Total		\$ 4251.00
Planning	\$2,846.00	
Building/Fire	\$ 85.00	
Engineering	\$ 1680.00	
c) Final Plat – Combined Total		\$5759.00
Planning	\$3,659.00	
Engineering	\$ 2100.00	
d) Plat Alterations/Vacations – Combined Total		\$ 3911.00
Planning	\$2,846.00	
Building/Fire	\$ 85.00	
Engineering	\$ 980.00	

11) Short Subdivisions and Boundary Line Adjustments

a) Preliminary Short Plat Approval – Combined Total	\$ 6519.00
Planning	\$3,659.00
Engineering	\$ 2520.00
Building/Fire	\$ 340.00
b) Final Short Plat Approval – Combined Total	\$ 2373.00
Planning	\$2,033.00
Engineering	\$ 340.00
c) Boundary Line Adjustment – Combined Total	\$ 2748.00
Planning	\$2,033.00
Engineering	\$ 630.00
Building/Fire	\$ 85.00
12) Binding Site Plans	
a) Binding Site Plans – Combined Total	\$ 6264.00
Planning	\$3,659.00
Engineering	\$ 2520.00
Building/Fire	\$ 85.00
b) Amendment/Modification/Vacation – Combined Total	\$ 2118.00
Planning	\$2,033.00
Building/Fire	\$ 85.00
13) Shoreline Management Permits	
a) Substantial Development	\$4,879.00
b) Variance	\$6,505.00
c) Conditional Use	\$6,505.00
d) Revision	\$2,033.00
e) Request for Exemption	\$1,220.00
14) Communications Facilities Application Review	
a) General Application Review – Combined Total	\$ 1386.00
Planning	\$1,301.00
Building/Fire	\$ 85.00
b) Special Exception	\$976.00
c) Conditional Use	\$ 4020.00
15) Wetlands/Critical Areas Analysis	
a) City staff review:	
Steep Slopes/Erosion Hazard/Landslide Hazard	\$1,301.00
Critical Habitat/Streams	\$1,301.00
Aquifer Recharge Hydrogeologic Report	\$1,301.00
Critical Areas Preliminary Site Investigation	\$1,301.00
Critical Areas Report/Mitigation Review	\$1,301.00
Reasonable Use Permit	\$3,252.00
Variance	\$3,252.00
Flood Plain Development	
i) Flood Hazard Permit	\$ 650.00

Commented [JS3]: Clarity of cost

ii) Elevation Certificate Review	\$ \$650.00
b) Third Party review:	
Critical areas analysis report	Actual Cost
Critical areas mitigation/monitoring report	Actual Cost
Special flood hazard area habitat assessment	Actual Cost

16) Design Review

a) Administrative Approval/DRB Recommendation/Exceptions:	
Nonresidential and Multifamily	
Up to 10,000 sq. ft. gross floor area (GFA)	\$ 104.00/each
1,000 sq. ft.	
10,001-20,000 sq. ft. GFA	\$ 136.00/each 1,000 sq. ft.
>20,000 sq. ft. GFA	\$ 162.00/each 1,000 sq. ft.
Subdivision	\$ 744.00
Site plans with no buildings/GFA	\$ 744.00
Single-family/duplex dwelling	\$ 172.00
b) Administrative Review of Alternative Designs:	
Single-family/duplex dwelling	\$ 515.00 for first 2 alternatives requested + \$ 162.00 for each additional.
Tenant Improvement	\$ 822.00 for first 2 alternatives requested + \$ 401.00 for each additional.
c) Amendments to existing or approved plans/buildings (Fees below are cumulative based on the type of revisions)	
Minor Adjustment to Hearing Examiner Decisions	\$1,301.00
Revisions to parking, landscaping, site amenities	\$ 401.00*
Revisions to existing or approved building	25% of fees required by 16a above based on the GFA of the building being revised with a minimum of \$401.00 for each building revised.
Revisions to single-family/duplex dwelling	\$ 84.00
Revisions to subdivision	\$ 401.00

* Fee for revisions to parking, landscaping, site amenities not collected if design review permit is processed concurrently with minor site plan review.

17) Sign Permits

a) All signs less than 25 sq. ft.	\$137.00
b) Change of Sign, all sizes	\$137.00

c) Request for Variance	\$3,659.00
d) Projecting	\$137.00
e) Wall Sign, non-illuminated:	\$137.00
f) Wall Sign, illuminated:	\$192.00
g) Ground Sign, non-illuminated:	\$192.00
h) Ground Sign, illuminated:	\$192.00
i) Master Sign Plan Review and any revisions (per Building)	\$325.00

18) Development Agreements

a) Development Agreements – Combined Total	\$ 8605.00 + City Attorney fees
Planning	\$6,505.00 + City Attorney fees
Engineering	\$ 2100.00
b) Development Agreements which include deviations from development standards other than extending the approval duration or phasing of projects	
Combined Total	\$ 13,247.00 + City Attorney fees
Planning	\$9,757.00+ City Attorney fees
Engineering	\$ 3,150.00
Building/Fire	\$ 340.00

19) Special Use Permit

a) General	277.00
Planning	\$192.00
Building/Fire	\$ 85.00
b) Food Truck	\$ 136.00
Food Truck – Annual Renewal	75% of Initial Cost

20) Temporary Use Permit

Planning	\$ 192.00	\$ 277.00
Building/Fire	\$ 85.00	

21) Land Clearing Permit

\$520.00

22) Nonconforming Use and Structure Review

a) Nonconforming use review	\$1,301.00
b) Changes from one nonconforming use to another	\$861.00
c) Nonconforming structure review	\$1,301.00

23) Historic Preservation

a) Local Register Nomination/Removal	\$500.00
b) Certificate of Appropriateness/Waiver	\$500.00
c) Special Property Tax Valuation	\$500.00

24) Appeals/Reconsideration

- a) To the Hearing Examiner:

Reconsideration	\$ 1,301.00
Administrative Variance	\$ 1,301.00
Administrative Decision	\$ 1,301.00
Notice of Violation	\$ 1,301.00

Note: Appellants who substantially prevail on appeal or reconsideration as determined by the planning director will be refunded the above appeal fee and will not be billed hearing examiner fees. Appellants who do not substantially prevail on appeal or reconsideration, or whose appeal is dismissed for lack of standing will be billed for the hearing examiner costs. No hearing examiner deposit is required for appeals or reconsideration.

- | | |
|--|-----------------|
| 25) Danger/Hazard Tree Removal Review | \$439.00 |
| 26) Short-term Rental Permit | \$878.00 |

C. ENVIRONMENTAL REVIEW (SEPA)

- | | |
|---|-------------|
| 1) Checklist | \$650.00 |
| 2) Environmental Impact Statement | |
| a) Prepared by Staff | Actual Cost |
| b) Prepared by Consultant | Actual Cost |
| 3) Appeals of Decisions | |
| a) Administrator's Final Determination (DNS or EIS) | \$ 1301.00 |

Note: Appellants who substantially prevail on appeal or reconsideration as determined by the planning director will be refunded the above appeal fee and will not be billed hearing examiner fees. Appellants who do not substantially prevail on appeal or reconsideration, or whose appeal is dismissed for lack of standing will be billed for the hearing examiner costs. No hearing examiner deposit is required for appeals or reconsideration.

Commented [JS5]: Appeals of SEPA go through same process as others and cost the same.

D. ANNEXATION PETITION

- | | |
|--|--------------------------|
| 1) Notice of Intent to Commence Annexation | \$1,041.00 |
| 2) Annexation Petition (once accepted by Council) | \$10,408.00 |
| *Above fees include \$195.00 for Building/Fire and \$500 for Public Works review | |
| 3) Enumeration | Actual cost with deposit |

E. REQUESTS FOR INFORMATION

- | | |
|--|--|
| 1) Land-use information, verbal (up to 15-minutes). Information exchange not requiring code interpretation, research or written/official response. (e.g. What is my zone? What are the requirements for tree retention?). | |
| No Charge | |

- 2) Land-use information, verbal (more than 15-minutes). \$ 130.00/hour
- 3) Land-use information, written response requested related to active permit.
No Charge
- 4) Land-use information, written response requested not related to active permit (e.g. zoning verification letter) \$ 130.00/hour

F. PREAPPLICATION REVIEW

Staff Pre-Application Conference (includes a written summary of the meeting)	\$ 1861.00
Planning	\$ 976.00
Building/Fire	\$ 255.00
Public Works	\$ 630.00
DRB Pre-Application Meeting	
First meeting	\$ 0.00
Subsequent pre-application meetings	\$ 645.00 each

50% of the preapplication fee may be applied to a subsequent permit application so long as the application is made within 6 months of the preapplication meeting and the amount applied does not exceed the cost of the permit.

G. INVOICED FEES AND DEPOSITS:

- 1) **Additional Submittal Review Fees:** The costs above in section "A" include the review of the initial application and two revisions (three submittals total) plus the preparation of staff reports and administrative decisions. If a project requires staff review of more than three submittals, the applicant will be charged a rate of \$104.00 per hour (minimum of eight hours) for the time the project planner spends reviewing each submittal thereafter. The applicant shall pay \$832.00 prior to staff commencing review of each additional submittal.
- 2) **Recording Fees:** For those applications which require recording of the final document, the applicant shall bear the costs of all recording.
- 3) **Hearing Examiner Fees:** For those applications which require a public hearing, an appeal hearing, or a reconsideration decision, the applicant/appellant shall bear all the costs of the hearing examiner. The applicant shall deposit \$3,000.00 at time of application to cover hearing examiner costs. Actual costs in excess of the deposit will be billed to the applicant. Actual costs below the deposit will be refunded. In the case of appeals or reconsiderations, appellants who do not substantially prevail on appeal or reconsideration, or whose appeal is dismissed for lack of standing will be billed for the hearing examiner costs. No deposit is required for appeals or reconsideration.
- 4) **Development Agreement Attorney Deposit:** For those applications for a development agreement, the applicant shall bear all the costs of the city attorney for

review of the development agreement. The applicant shall deposit \$2,000.00 at time of application to cover attorney costs. Actual costs in excess of the deposit will be billed to the applicant. Actual costs below the deposit will be refunded.

- 5) **Critical Area Review Deposit:** For those applications which require third-party consultant review of critical area reports, delineations and mitigation, the applicant shall bear all the costs of the third-party consultant review. The applicant will be required to submit a deposit for the anticipated review prior to the consultant starting review of the project.
- 6) **Annexation Enumeration Deposit:** An applicant shall pay for the actual cost of annexation enumeration if approved. Prior to adoption of an ordinance annexing property, the applicant shall deposit an amount determined by the Planning Director, based on the size and expected population, to be used for enumeration by the city. Actual costs in excess of the deposit will be billed to the applicant. Actual costs below the deposit will be refunded. If the annexation petition is denied, the deposit will be refunded.
- 7) **Franchise Agreement / Master Use Permit Review Fees and Attorney Deposit:** For those applications for a franchise agreement / master use permit, the applicant shall pay the City's review fee of \$2,080 and bear all the costs of the city attorney for review of the agreement. At the time of application, the applicant shall pay the fee and deposit \$5,000 to cover attorney costs. Actual costs in excess of the deposit will be billed to the applicant. Actual costs below the deposit will be refunded.
- 8) **Cellular Facility Lease Agreement Siting Fee and Attorney Deposit:** For those looking to site a cellular facility, the applicant shall pay the City's review fee of \$1,040 and bear all the costs of the city attorney to prepare a lease agreement. At the time of cellular facility application, the applicant shall pay the fee and deposit \$5,000 to cover attorney costs. Actual costs in excess of the deposit will be billed to the applicant. Actual costs below the deposit will be refunded.
- 9) **Technical Feasibility Review of Wireless Communication Facilities:** For those applications looking to place wireless communications in the City, the applicant shall bear all costs for a third-party review to verify technical feasibility of the proposed wireless communication facilities. At the time of application, the applicant shall pay a deposit of \$3,000 to cover the third-party review. Actual costs in excess of the deposit will be billed to the applicant. Actual costs below the deposit will be refunded.
- 10) **Wireless Technical Review Deposit:** For those applications which require third-party consultant review of technical reports, data, or emissions for proposed wireless services, the applicant shall bear all the costs of the third-party consultant review. The applicant will be required to submit a deposit for the anticipated cost of review prior to the consultant starting review of the project.
- 11) **On-call Arborist Review Deposit:** For those applications which require third-party

consultant review of arborist reports – including, but not limited to, tree removal, hazardous tree determination, and landscape/replanting and mitigation plans – the applicant shall bear all the costs of the third-party consultant review. The applicant will be required to submit a deposit for the anticipated review prior to the consultant starting review of the project.

12) Reimbursement for General City Staff and/or Attorney Costs. For those instances where a developer is requesting the city provide services that are not related to an existing fee identified by resolution the city may request reimbursement for city staff and/or city attorney costs. City staff costs will be reimbursed monthly on a per-hour basis at the rate of \$120/hour. City attorney costs will be covered by an initial \$3,000 deposit where any costs in excess of the deposit will be billed to the applicant and where actual costs are below the deposit will be refunded.

H. COPY SERVICES/ADDRESS LABELS

1) Zoning Map/Comprehensive Plan Land Use Map (24" x 36")	\$ 6.80
2) Zoning Code	\$ 35.00
3) Comprehensive Plan	\$ 15.00
4) Shoreline Master Program	\$ 39.00
5) Critical Areas Map (24"x 36")	\$ 6.80
6) Visually Sensitive Area (24"x 36")	\$ 6.80
7) Design Manual (GHMC 17.99)	\$ 10.00
8) Full Size Bond Reproduction (By Outside Service) service+\$ 5.00	Charge by outside
9) Full Size Bond Reproduction (In House)	\$ 6.80 per page
10) 8-1/2 x 11", 8-1/2" x 14" & 11" x 17" B&W Copies No charge for first 50 pages	\$ 0.15 per page
11) 8-1/2" x 11", 8-1/2" x 14 & 11" x 17" Color Copies No charge for first 50 pages	\$ 0.20 per page
13) Scanned documents for electronic records request 8-1/2 x 11", 8-1/2" x 14" & 11" x 17" B&W No charge for first 50 pages	\$ 0.05 per page
14) Scanned documents 8-1/2 x 11", 8-1/2" x 14" & 11" x 17" Color No charge for first 50 pages	\$ 0.10 per page
15) Scanned documents All sizes greater than 11" x 17"	\$ 0.50 per page
16) Copy of existing CD or burning documents to CD	\$ 1.00 per CD
17) Address labels of property owners within 300 feet of project – included in permit fees	

I. FEE REIMBURSEMENTS

Application fees may be reimbursed at the following rate (percent of total fee):

Request to withdraw application prior to any public notice issued 100%

Request to withdraw application after any public notice issued. 85%
 Request to withdraw application after 1st comprehensive review of project 50%
 Request to withdraw application after 2nd comprehensive review of project, issuance of staff report, or SEPA threshold determination 35%
 Request to withdraw application after 3rd comprehensive review of project, or following a public hearing, or issuance of administrative decision 0%

Traffic report preparation fees, if addressed in a Hearing Examiner appeal, may be reimbursed to the extent directed by the Examiner in the Examiner's final decision.

J. UTILITY EXTENSION REQUEST \$ 700.00

K. WATER UTILITY SPECIAL CHARGES

Service	Charge
1. Meter installation:	
3/4" meter	\$486.00
1" meter	\$567.00
Over 1" meter	Time and materials, plus 10% administrative fee
2. Street crossings:	
improved streets	\$16.20 per foot
unimproved streets	\$1.62 per foot
Unauthorized use	\$500.00
Water main extension	
Street repairs	Time and materials, plus 10% administrative fee
Fire hydrant installation	
Tap-in service	

L. ENGINEERING FEES

1) Traffic Report Preparation

Trip Generation Memo \$380.00

Traffic Report Preparation Fees shall be charged as follows based on the number of PM Peak Hour Trips:

Tier	PM Peak Hour Trips	Traffic Report Preparation Fee
I	>2 up to 50	\$3,420.00 (\$420.00 + \$3,000.00 consultant fees)
II	51 - 150	\$4,860.00 (\$560.00 + \$4,300.00 consultant fees)
III	151 - 300	\$7,900.00 (\$700.00 plus \$7,200.00 consultant fees)

Commented [JS6]: Reflects new consultant fees provided by David Evans and Associates.

IV	301 - 750	\$10,840 (\$840 + \$10,000.00 consultant fees)
V	>750	\$10,840 (\$840 + \$10,000.00 consultant fees) plus \$28 per trip over

2) Engineering Permit Fees: (For Civil Permits, see items 3 and 5)

Public Works Variance	\$ 2198
Actual or Projected Sewer Use Review	\$ 2100.00
Sewer Exception Review	\$ 2520.00
Building Review-Single Family Residence (SFR)	\$ 280.00
Building Review-Tenant Improvement w/Change in use	\$ 420.00
Encroachment (Administrative and Inspection)	\$ 420.00
Encroachment (Temporary)	\$ 140.00
Right of way / Vacation	\$ 2618.00
	\$ 2520.00
Building/Fire	\$ 98.00
Water CRC (Non-SFR)	\$ 280.00
Sewer CRC (Non-SFR)	\$ 280.00
Small Wireless Facility Permit	\$ 135.00 per antenna
Transportation CRC (Non-SFR)	\$ 280.00
Utility Comprehensive Plan Amendment	\$ 2520.00 (plus consultant fees)
Utility Comprehensive Plan Technical Amendment	\$ 1260.00 (plus consultant fees)
Utility System Consistency Review	\$ 2,385.00 (plus consultant fees)
Planning - \$1125.00	
Engineering - \$1260.00	
Banner installation/removal fee	\$ 200.00
(in addition to Encroachment (Temporary) fee)	
Fire Hydrant Indemnification Processing Fee	\$ 1470.00

3) Civil Permit Review Fees:

Water: linear feet	\$ 215.00 for 1st 150 linear feet (lf) + \$0.40/lf
Sewer: linear feet	\$ 215.00 for 1st 150 linear feet (lf) + \$0.40/lf
Street or street w/curb, gutter and sidewalk	\$ 215.00 for 1st 150 linear feet (lf) + \$0.55/lf
Curb, gutter and sidewalk only	\$ 215 for 1st 150 linear feet (lf) + \$0.55/lf
Storm: Number of catch basins	\$ 156.00 for 1st + \$21.16 for each additional
Storm: Retention and detention facilities	\$ 215.00 for each facility
Lighting (per luminare)	\$ 176.00 plus \$14.11 per luminare
Signals	\$ 3150.00 plus peer review fee per intersection
Fire Hydrant	\$210.00
Civil Permit Review – Building/Fire	\$ 340.00

Grading Plan Review Fees

0 to 50 Cu. Yds	\$ 420.00
51 to 100 Cu. Yds.	\$ 560.00
101 to 1000 Cu Yds.	\$ 700.00
1,001 to 10,000 Cu. Yds.	\$ 840.00
10,001 to 100,000 Cu. Yds.	\$1120.00
100,001 Cu. Yds. or more	\$1680.00

4) Additional Resubmittal Review Fees: The fees above for Engineering Plan Review include the initial review of the plans and two revisions (three submittals total). If a project requires staff review of more than three submittals, the applicant will be charged a rate of \$100.00 per hour (minimum of four hours) for the time the staff reviewer spends reviewing each submittal thereafter, and the minimum fee is due prior to start of review of the fourth submittal. Fees above the minimum resubmittal fee shall be billed to the applicant.

5) Civil Permit Inspection Fees:

Water: linear feet	\$ 390.00 for 1st 150 linear feet (lf) + \$2.12/lf
Sewer: linear feet	\$ 390.00 for 1st 150 linear feet (lf) + \$2.12/lf
Sewer: residential step system	\$ 273.00 for each residence
Street	\$ 390.00 for 1st 150 linear feet (lf) + \$1.56/lf
Curb, gutter and sidewalk only	\$ 390.00 for 1st 150 linear feet (lf) + \$1.56/lf
Storm	\$ 188.50 per retention area + \$0.78/lf pipe
Lighting (per luminaire)	\$ 188.50 + \$21.42 per luminaire
Signals	\$1482.00 per intersection
Grease interceptor permit	\$ 500.00
Fire hydrant	\$140.00

Grading Inspection Fees	
0 to 50 Cu. Yds. or less	\$280.00
51 to 100 Cu. Yds. or less	\$560.00
101 to 1000 Cu. Yds.	\$1400.00
1,001 to 10,000 Cu. Yds.	\$2100.00
10,001 to 100,000 Cu. Yds.	\$4200.00
100,001 Cu. Yds or more	\$9800.00

6) Water service special charges: The City shall impose special service charges for meter installations and street crossings as described in GHMC Section 13.04.070 Special Charges.

M. BUILDING PERMIT FEES

**Table 1-1
Building Permit Fees**

Total Valuation	Fee
\$1.00 to \$500.00	\$34.00
\$501.00 to \$2,000.00	\$34.00 for the first \$500.00 plus \$5.00 for each additional \$100.00 or fraction thereof to and including \$2,000.00
\$2,001 to \$25,000	\$96.00 for the first \$2,000.00 plus \$21.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$535.00 for the first \$25,000.00 plus \$15.00 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$880.00 for the first \$50,000.00 plus \$11.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,358.00 for the first \$100,000.00 plus \$9.00 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$4,420.00 for the first \$500,000.00 plus \$8.00 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$7,666.00 for the first \$1,000,000.00 plus \$5.00 for each additional \$1,000.00 or fraction thereof
Demolition Permit	\$170.00
Residential Reroof, SFR or Duplex	\$170.00
Building Permit Plan Review Fees	
Building permit plan review fees	The fee for review of building plans will equal 65% of the permit fee in addition to the permit fee.
Base Plan Fees	
Base Plan Application Filing Fee.	\$170.00
New Base Plan Review Fee.	150% of plan review fee calculated under T. 1-1 for new construction.
Establish base plan from plan previously approved by the City.	100% of plan review fee calculated under T 1-1 for new construction.
Subsequent plan review fee for use of established base plan.	25% of the plan review fee calculated under T 1-1 for new construction.

Table 1-2
Square Foot Construction Costs^{a,b,c}

Group (2018 2021 IBC/IRC)		Type of Construction								
		IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1	Assembly, theaters, with stage	330.56	318.80	309.39	297.20	277.71	269.67	287.04	258.79	248.89
	Theaters, without stage	303.49	291.73	282.32	270.13	250.88	242.84	259.97	231.96	222.06
A-2	Assembly, nightclubs	272.51	264.43	256.91	248.19	232.76	226.12	239.28	211.57	204.72
	Restaurants, bars, banq. halls	271.51	263.43	254.91	247.19	230.76	225.12	238.28	209.57	203.72
A-3	Assembly, churches	308.01	296.25	286.84	274.65	255.52	247.48	264.49	236.60	226.71
A-3	General, comm. halls, libraries museums	258.66	246.90	236.50	225.30	205.06	198.01	215.15	186.13	177.24
A-4	Assembly, arenas	302.49	290.73	280.32	269.13	248.88	241.84	258.97	229.96	221.06
B	Business	289.51	279.23	269.21	257.82	235.42	227.07	247.91	210.39	200.78
E	Educational	276.33	266.73	258.30	247.60	231.08	219.28	239.09	202.46	195.97
F-1	Factory/Industrial, mod. Hazard	160.20	152.78	143.34	138.64	123.55	117.41	132.48	102.44	95.93
F-2	Factory/Industrial, low hazard	159.20	151.78	143.34	137.64	123.55	116.41	131.48	102.44	94.93
H-1	High hazard, explosives	149.46	142.04	133.60	127.90	114.12	106.97	121.74	93.00	N.P.
H-2-4	High hazard	149.46	142.04	133.60	127.90	114.12	106.97	121.74	93.00	85.50
H-5	HPM	289.51	279.23	269.21	257.82	235.42	227.07	247.91	210.39	200.78

Group (2018 2021 IBC/IRC)		Type of Construction								
		IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
I-1	Institutional, supervised	262.22	252.95	244.31	235.67	215.42	209.47	235.71	193.82	187.73
I-2	Institutional, hospital	455.16	444.88	434.86	423.47	399.17	N.P.	413.57	374.14	N.P.
I-2	Institutional, nursing homes	315.97	303.75	293.73	282.34	261.43	N.P.	272.44	236.40	N.P.
I-3	Institutional, restrained	338.01	327.73	317.71	306.32	285.40	276.05	296.41	260.38	248.77
I-4	Institutional, day care	262.22	252.95	244.31	235.67	215.42	209.47	235.71	193.82	187.73
M	Mercantile	203.29	195.21	186.69	178.98	163.28	157.64	170.06	142.09	136.24
R-1	Residential, hotels	264.67	255.41	246.77	238.13	218.35	212.40	238.17	196.75	190.67
R-2	Residential, multi-family	221.32	212.06	203.42	194.78	175.96	170.01	194.82	154.36	148.28
R-3	Residential, 1/2 family	209.61	203.74	198.94	195.12	188.41	181.45	191.77	175.86	165.67
R-4	Residential, care/asst. living	262.22	252.95	244.31	235.67	215.42	209.47	235.71	193.82	187.73
S-1	Storage, moderate hazard	148.46	141.04	131.60	126.90	112.12	105.97	120.74	91.00	84.50
S-2	Storage, low hazard	147.46	140.04	131.60	125.90	112.12	104.97	119.74	91.00	83.50
U	Utility, miscellaneous	114.09	107.37	99.89	95.60	85.13	79.54	90.99	67.39	64.19

- a. Private garages use Utility, miscellaneous
b. Unfinished basements (all use group) = 31.50 per sq. ft.
c. N.P. = not permitted

**Table 1-3
Plumbing Permit Fees**

Permit Issuance

- | | |
|----------------------------|---------|
| 1. For issuing each permit | \$34.00 |
|----------------------------|---------|

Unit Fee Schedule (in addition to items 1 above)

- | | |
|---|---------|
| 1. For each plumbing fixture on one trap or a set of fixtures on one trap (including water, drainage piping and backflow protection therefore) | \$12.00 |
| 2. For each building sewer and each trailer park sewer | \$25.00 |
| 3. Rainwater Systems - per drain (inside building) | \$12.00 |
| 4. For each private sewage disposal system | \$66.00 |
| 5. For each water heater and/or vent | \$12.00 |
| 6. For each gas-piping system of one to five outlets | \$10.00 |
| 7. For each additional gas-piping system outlet (per outlet) | \$4.00 |
| 8. For each industrial waste pretreatment interceptor including its trap and vent, except kitchen-type grease interceptors functioning as fixture traps | \$25.00 |
| 9. For each installation, alteration, or repair of water piping and/or water treating equipment, each | \$12.00 |
| 10. For each repair or alteration of drainage or vent piping, each fixture | \$12.00 |
| 11. For each private landscape irrigation system on any one meter including backflow protection devices therefore. | \$12.00 |
| 12. For each atmospheric-type vacuum breakers not included in item 11: | \$3.00 |
| 13. For each backflow protective device other than atmospheric-type vacuum breakers: | \$24.00 |
| 14. For each gray water system | \$66.00 |
| 15. For initial installation and testing for a reclaimed water system (excluding initial test) | \$50.00 |
| 16. For each medical gas piping system serving one to five inlet(s)/outlet(s) for a specific gas | \$83.00 |
| 17. For each additional medical gas inlet(s)/outlet(s) | \$10.00 |

Plan Review Fee

A plan review fee equal to 65% of the permit fee shall be charged in addition to the permit fee for all plumbing permits. **Exception:** No plan review fee will be charged for plumbing permits related to residential construction regulated under the International Residential Code.

**Table 1-4
Mechanical and Fuel Gas Permit Fees**

Permit Issuance

1. For issuing each permit \$40.00

Unit Fee Schedule (in addition to issuance fee above)

2. HVAC units including furnace, RTU, heat pump & split	\$26.00
3. Each appliance vent or diffuser or return without appliance	\$13.00
4. Repair of each appliance & refrigeration unit	\$24.00
5. Each boiler / compressor	\$26.00
6. Each air handler	\$20.00
7. Each VAV box	\$20.00
8. Each evaporative cooler other than portable type	\$20.00
9. Each ventilation fan connected to a single duct	\$13.00
10. Each ventilation system not part of a system under permit	\$20.00
11. Each commercial hood served by mech. exhaust system including the ductwork	\$85.00
12. Each piece of equipment regulated by the mechanical code but not listed in this table (fireplace inserts)	\$20.00
13. Each fuel gas piping system of one to five outlets	\$10.00
14. Each additional fuel gas outlet	\$4.00
15. Propane tank installation	\$80.00

Plan Review Fee

A plan review fee equal to 65% of the permit fee shall be charged in addition to the permit fee for all mechanical permits. **Exception:** No plan review fee will be charged for mechanical permits related to residential construction regulated under the International Residential Code.

**Table 1-5
Fire System Permit Fees**

Type of Fire Protection System	Fees (includes plan review, testing, and inspection)
Fire Alarm Systems	
New Com./Multi. Fam.	\$472.00 plus \$2.00 per device
Tenant Improvement	\$354.00 plus \$2.00 per device
Residential (1-2 fam. dwellings)	\$190.00 plus \$2.00 per device
Sprinkler supervision/notification only	\$201.00 plus \$2.00 per device
Relocation or addition of up to 5 devices	85.00 plus \$2.00 per device
System upgrade/panel replacement	One half the above listed fees for new work.
AES Radio or Cell Communicator retrofit	\$120.00
Fire Sprinkler Systems	
NFPA 13, 13 R Systems	
1. Each new riser up to 99 heads	\$250.00+4.00/head
2. Each wet riser over 99 heads	\$578.00
3. Each dry riser over 99 heads	\$718.00
4. Each new deluge or pre-action system	\$718.00
5. Each new combination sprinkler/standpipe system including a single riser	\$931.00
6. Sprinkler underground	\$270.00
7. Revision to existing system	\$85.00+3.00/head
8. For each electronic permit for installation/relocation of not more than 10 heads and not involving installation/modification of branch or main piping.	\$85.00
9. High piled stock or rack system	
Add to riser fee	\$371.00
NFPA 13D systems	
1. Per dwelling unit fee	\$298.00
Standpipe Systems	
1. Each new Class 1 system	
Dry system	\$286.00
Wet system	\$409.00
2. Each new Class 2 system	\$495.00
3. Each new Class 3 system	\$495.00
Fire Pumps	\$898.00
Private Fire Hydrant - installation or modification	\$170.00

Type I Hood Suppression Systems

- | | |
|----------------------|----------|
| 1. Pre-engineered | \$234.00 |
| 2. Custom engineered | \$409.00 |

Fixed Pipe Fire Suppression

- | | |
|----------------------|----------|
| 1. Pre-engineered | \$248.00 |
| 2. Custom engineered | \$569.00 |

**Table 1-6
Additional Services**

1. Inspections outside of normal business hours	\$85.00/hr ¹
2. Reinspection fee	\$85.00/hr
Reinspection fees double accumulatively when work requiring reinspection is not corrected prior to request for reinspection. (2 nd reinspection = \$170.00; 3 rd reinspection = \$340.00 etc.)	
3. Expired permit renewal within 1 year of expiration	One-half (50%) of the original permit fee.
4. Inspections for which no fee is specifically indicated	\$85.00/hr
5. Fire Code Operational Permit Inspection	\$85.00/hr
6. Additional plan review required by changes, additions or revisions to approved plans (per hour - minimum charge one-half hour)	\$85.00/hr
7. Temporary Certificate of Occupancy	\$283.00
8. Certificate of Occupancy for change in use	\$85.00/hr
9. Adult Family Home licensing inspection	\$85.00/hr
10. Investigation fee for work without a permit	100% of the permit fee in addition to the permit fee.
11. Expedited Plan review by third party contract	Actual Cost but not less than 65% of the permit fee.
12. Incident management and investigation	\$85.00/hr ¹
13. Fire flow test	\$156.00
14. Appeal of director's Building Official/Fire Marshal's decision to Hearing Examiner	\$340.00 + HE ² fees
15. Street name or street name change	\$50.00

¹ A two hour minimum fee will be charged for all additional services involving employee overtime.

² Hearing Examiner (HE) Fees: For those applications which require a public hearing, an appeal hearing, or a reconsideration decision, the applicant/appellant shall bear all the costs of the hearing examiner. The applicant shall deposit \$3,000.00 at time of application to cover hearing examiner costs. Actual costs in excess of the deposit will be billed to the applicant. Actual costs below the deposit will be refunded. In the case of appeals or reconsiderations, appellants who do not substantially prevail on appeal or reconsideration, or whose appeal is dismissed for lack of standing will be billed for the hearing examiner costs.

Commented [JS7]: GHMC 12.12.080 says \$50. Should be removed from code but is currently there so amending for consistency.

Table 1-7

Fire Code Operational and Construction Permit Fees

Operation	Fee
Additive Manufacturing	\$ 85.00
Aerosol Products	\$85.00
Amusement Buildings	\$85.00
Aviation Facilities	\$170.00
Carnivals and fairs	\$85.00
Battery systems	\$170.00
Cellulose nitrate film	\$85.00
Combustible dust producing operations	\$85.00
Combustible fibers	\$85.00
Compressed gases	\$85.00
Exception: Vehicles using CG as a fuel for propulsion	
See IFC T. 105.5.9 for permit amounts	
Covered mall buildings - Required for:	\$85.00
placement of retail fixtures and displays, concession equipment,	
displays of highly combustible goods and similar items in the mall;	
display of liquid or gas fired equipment in the mall;	
use of open flame or flame producing equipment in the mall.	
Cryogenic fluids	\$85.00
Exception: Vehicles using cryogenic fluids as a fuel for propulsion	
or for refrigerating the lading.	
See IFC Table. 105.5.11 for permit amounts	
Dry cleaning plants	\$85.00
Energy storage systems	\$85.00
Lithium batteries	\$85.00
Exhibits and trade shows	\$85.00
Explosives	\$225.00
Fire hydrants and valves	\$85.00
Exception: Authorized employees of the water company	
or fire department.	
Flammable and combustible liquids	\$170.00
In accordance with IFC 105.6.16	
Floor finishing	\$85.00
In excess of 350 sq. ft. using Class I or Class II liquids	
Fruit and crop ripening	\$85.00
Using ethylene gas	
Fumigation and thermal insecticidal fogging	\$85.00
Hazardous materials	\$85.00
See IFC T. 105.5.22 for permit amounts	
HPM facilities	\$170.00
High piled storage	\$170.00
In excess of 500 sq. ft.	

Table 1-7
Fire Code Operational and Construction Permit Fees - cont.

Hot work operations	\$85.00
In accordance with IFC 105.6.23	
Industrial ovens	\$85.00
Lumber yards and woodworking plants	\$85.00
Liquid or gas fueled vehicles or equipment	\$85.00
In assembly buildings	
Industrial ovens	\$85.00
Lumber yards and woodworking plants	\$170.00
Liquid or gas- fueled vehicle or equipment in assembly buildings	\$85.00
LP Gas	\$170.00
Exception: 500 gal or less water capacity container	
serving group R-3 dwelling	
Magnesium working	\$85.00
Miscellaneous combustible storage	\$85.00
Mobile food preparation vehicles	\$85.00
Motor fuel-dispensing facilities	\$170.00
Open burning	\$85.00
Exception: Recreational fires	
Open flames and torches	\$85.00
Open flames and candles	\$85.00
Organic coatings	\$85.00
Outdoor assembly event	\$85.00
Places of assembly	\$66 85.00
Plant extraction systems	\$170.00
Private fire hydrants	\$85.00
Pyrotechnic special effects material	\$85.00
Pyroxylin plastics	\$85.00
Refrigeration equipment	\$85.00
Regulated under IFC Ch. 6	
Repair garages and motor fuel dispensing facilities	\$85.00
Rooftop heliports	\$85.00
Spraying or dipping	\$85.00
Using materials regulated under IFC Chapter 24	
Storage of scrap tires and tire byproducts	\$85.00
Temporary membrane structures, tents and canopies	\$85.00
Except as provided in IFC 105.5.49	
Tire re-building plants	\$85.00
Waste handling	\$85.00
Wood products	\$85.00

Required Construction Permits

Automatic fire extinguishing systems

Ref. Table 1-5

Battery systems	\$170.00
Compressed gases except as provided under IFC 105.5.9	Ref. Table 1-3
Cryogenic fluids	\$170.00
Emergency responder communication coverage system	Ref. Table 1-1
Energy storage systems	\$170.00
Fire alarm and detection systems and related equipment	Ref. Table 1-5
Fire pumps and related equipment	Ref. Table 1-5
Flammable and combustible liquids - in accordance with IFC 105.6.8	\$170.00
Fuel cell power systems	Ref. Table 1-1
Gas detections systems	Ref. Table 1-5
Gates and barricades across fire apparatus access roads	Ref. Table 1-1
Hazardous materials	\$170.00
High-piled combustible storage	Ref. Table 1-1
Industrial ovens regulated under IFC Chapter 30	\$170.00
LP Gas - installation or modification of LP gas system	Ref. Table 1-4
Motor vehicle repair rooms and booths	Ref. Table 1-1
Plant extraction systems	Ref. Table 1-1
Private fire hydrants - installation or modification of	Ref. Table 1-5
Smoke control or smoke exhaust systems	Ref. Table 1-4,5
Solar photovoltaic power systems	Ref. Table 1-1
Special event structure	Included in Op. Permit Fee
Spraying or dipping	\$170.00
Standpipe system	Ref. Table 1-4
Temporary membrane structures tents and canopies	Included in Op.
Except as provided under IFC 105.5.49	Permit Fee
Underground supply piping for automatic sprinkler system	Ref. Table 1-5

Any required Fire Code Construction Permit for which a fee is not specifically delineated shall utilize Table 1-1 to calculate the required fee.



**City of Gig Harbor
City Council Agenda Bill**

Meeting Date: September 25, 2025

SUBJECT: 38th Avenue Dry Sewer Discussion

SUBMITTED BY: Senior Engineer Stephanie Seibel, PE

DEPARTMENT: Public Works

PHONE: (253) 853-7626

SUGGESTED MOTION: N/A

BACKGROUND INFORMATION: The 38th Ave Dry Sewer Design and Construction project is associated with the city's 38th Ave Phase 2 Half-width Improvement project and has been a Wastewater Budget Objective since the 2023-2024 Budget cycle. This objective is a part of the larger goal of bringing gravity sewer service to Wastewater Basin 10.

To meet the city's wastewater comprehensive plan goal of serving as many people as possible by gravity sewer, this sewer was placed at a depth of 20-25 feet deep. However, the construction methods to place gravity sewer main this deep is expensive. Additionally, there is a high likelihood that groundwater will be encountered, which would add to the cost of sewer installation.

During the September 25th Council Study Session, staff will be present options and considerations to provide a shallower depth gravity sewer main and will be requesting guidance on the preferred option for sewer depth.

FISCAL CONSIDERATION: N/A

ATTACHMENTS: None

STRATEGIC PLAN PRIORITY: Ensure sustainable future for public services and facilities



**City of Gig Harbor
City Council Agenda Bill**

Meeting Date: September 25, 2025

SUBJECT: Transportation Concurrency Overview and Requirements

SUBMITTED BY: City Engineer Aaron Hulst

DEPARTMENT: Public Works

PHONE: (253) 853-7620

SUGGESTED MOTION: N/A

BACKGROUND INFORMATION: This staff presentation will summarize the city's transportation concurrency process for private development (Gig Harbor Municipal Code Chapter 19.10).

The purpose of tracking transportation concurrency is to preserve the city's roadway network so that growth does not get ahead of planned city transportation capital projects.

Each private development project during land-use permitting is required to estimate how many new PM peak hour trips their proposed development will generate. Prior to land-use approval, those trips need to be "reserved" in our transportation model, which is maintained by our on-call consultant, David Evans and Associates (DEA). Transportation Impact Fees (TIF) are then charged at the time of building permit issuance for each new PM Peak hour trip associated with a particular project.

FISCAL CONSIDERATION: N/A

ATTACHMENTS: None

STRATEGIC PLAN PRIORITY: Ensure sustainable future for public services and facilities