



ORDINANCE NO. 3273

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LYNNWOOD, WASHINGTON, RELATING TO FEES FOR CITY SERVICES, AMENDING CHAPTER 3.104 LMC, AND PROVIDING FOR AN EFFECTIVE DATE, SEVERABILITY AND SUMMARY PUBLICATION.

WHEREAS, fees for City services are authorized by the Lynnwood Municipal Code (LMC), and are codified as Chapter 3.104 LMC, which is generally referred to as the "Fee Schedule"; and

WHEREAS, the Fee Schedule is revised periodically to address changing conditions, as evidenced by 19 amendments enacted during the years 2007 through 2016, with the most-recent amendment set forth by Ordinance 3237, which was approved by the City Council on November 28, 2016; and

WHEREAS, EHB 1595, passed by the 65th Legislature and signed into law by Governor Inslee, provides new provisions for fees that may be imposed by public agencies for records provided pursuant the Public Records Act; and

WHEREAS, amendment of the City of Lynnwood Fee Schedule is necessary to establish consistency with the provisions of EHB 1595; and

WHEREAS, due to inadvertent error during a previous amendment of the Fee Schedule, LMC 3.104.210 contains fees unrelated to the provisions of Title 21 LMC and it is appropriate to improve the accuracy of the Fee Schedule by remedying this condition; and

WHEREAS, as the provisions of this ordinance do not relate to comprehensive plans or development regulations, and therefore notification of State agencies as specified by RCW 36.70A.106 and WAC 365-196-630 is not required; and

WHEREAS, the provisions of this ordinance are procedural in nature and are exempt from SEPA threshold determination and EIS requirements as specified by to WAC 197-11-800(19); and

WHEREAS, the City Council has determined that the provisions of this ordinance are in the interest of the public's health, safety and general welfare;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LYNNWOOD, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1: LMC 3.104.210 is amended to read as provided by Exhibit A to this ordinance.

Section 2: Chapter 3.104 LMC is amended to include the provisions of Exhibit B to this ordinance.

Section 3: Codification. The provisions of Exhibit B as adopted by Section 2 of this ordinance shall be codified as LMC 3.104.020.


Section 4: Effective Date of Amendment and Adoption. This ordinance shall become effective five days following passage and publication of this ordinance.

Section 5: Severability. If any section, subsection, sentence, clause, phrase or word of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality thereof shall not affect the validity or constitutionality of any other section, subsection, sentence, clause, phrase or word of this ordinance.

Section 6: Summary Publication. Publication of this ordinance shall be by summary publication consisting of the ordinance title.

PASSED BU THE CITY COUNCIL, the 14th day of August, 2017

APPROVED:



Nicola Smith, Mayor

ATTEST/AUTHENTICATED:



Sonja Springer, Finance Director

APPROVED AS TO FORM:



Rosemary Larson, City Attorney

FILED WITH ADMINISTRATIVE SERVICES: 08/08/2017
PASSED BY THE CITY COUNCIL: 08/14/2017
PUBLISHED: 08/18/2017
EFFECTIVE DATE: 08/23/2017

Exhibit A

3.104.210 LMC Title 21 fees and charges.

The fees and charges set forth in Table 3.104.210 are the city of Lynnwood fees and charges related to the provisions of LMC Title [21](#).

Table 3.104.210 – LMC Title 21 Fees and Charges

Type of Fee		LMC TITLE 21 – ZONING FEES
Accessory Dwelling Unit		500.00
Administrative Amendment (LMC 1.35.180)		1,500.00
Conditional Use Permits		5,000.00
Essential Public Facility	Local	1,500.00
	Regional or State	20,000.00
Miscellaneous Plan Review	Fee for review not related to a permit (e.g., parking lot)	263.00
Parking Alternatives Review		1,500.00
Planned Unit Development (PUD)		10,000.00
Preapplication Meeting		NA
Project Design Review	Under 5,000 gross sq. ft.	3,500.00
	5,000 gross sq. ft. and above	15,000.00
Reclassification (Rezone)		10,000.00
Variance, Single-Family		500.00
Variance, Standard (Non-Single-Family)		3,000.00
Wireless Communication Facility		5,000.00

Exhibit A

Table 3.104.210 – LMC Title 21 Fees and Charges

Type of Fee		
LMC TITLE 21 – ZONING FEES		
Zoning Code Interpretation		1,000.00
Zoning Certification Letter		150.00
Signs with Searchlights	Per permit	86.00
City Attorney Support	Actual cost	
Hearing Examiner	Actual cost	
Public Notice Requirements		
Posting costs	Hourly rate (posting notification on proposed project site and civic sites)	
Mailing costs	Actual cost of postage plus staff hourly rate	
Publication in newspaper	Actual cost	
(MISCELLANEOUS FEES		
Color or Black and White Maps, Standard (A Reproduction of an Existing Map Product with No Changes)		
	Per square foot	2.25
	27" x 33" map	13.00
Color or Black and White Maps, Custom (New Map or Custom Modification of an Existing, Including Reductions or Enlargements)		
	Per square foot*	4.50
GIS/CADD Information	Minimum 1/2 hour	Hourly
Storage media	Actual cost of required storage media	
Final Utility Bill Calculation Request	Per request	35.00

Exhibit A

Table 3.104.210 – LMC Title 21 Fees and Charges

Type of Fee		
LMC TITLE 21 – ZONING FEES		
Lien Recording and Release	Actual cost	
WebCheck for Final Bill Online	Per request	30.00
Public Records Requests		
Paper copies	Per page	0.15
CD version of copies	Per CD	0.60
Microfiche to CDs	Internal copy—Per CD	0.60
	Outside vendor	Actual cost
Weekend Work Permit	One time fee for the entire time the specific project is in effect, renewed every 3 weeks (no additional fee)	167.00
Fingerprinting Fees	For 2 cards	10.00
	Each additional card	2.50
Digital Photo Reproduction Fee	Per request	25.00
Electronic Home Monitoring Program Fee	Daily	30.00
Community Service Fee		30.00
Jail Commitment Extension Fee		40.00))

Exhibit B

3.104.020 LMC Title 2 fees and charges.

The fees and charges set forth in Table 3.104.020 are the city of Lynnwood fees and charges related to the provisions of LMC Title 2.

Table 3.104.020 – LMC Title 2 Fees and Charges

Type of Fee

LMC TITLE 2 – ADMINISTRATION AND PERSONNEL

Finance Director, Chapter 2.12 LMC

Public records

Photocopies and printed copies	Maximum per page, pursuant to RCW 42.56.120	0.15
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Records scanned into electronic format	Maximum per page, pursuant to RCW 42.56.120	0.10
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Electronic files uploaded for electronic delivery	Maximum per four electronic files, pursuant to RCW 42.56.120	0.05
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Transmission of records in an electronic format	Maximum per gigabyte, pursuant to RCW 42.56.120	0.10
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Digital storage media, device, envelope, postage, etc.	Actual cost, pursuant to RCW 42.56.120	
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Exhibit B

Table 3.104.020 – LMC Title 2 Fees and Charges

Type of Fee

LMC TITLE 2 – ADMINISTRATION AND PERSONNEL

Customized service charge	Actual cost, pursuant to RCW 42.56.120	
De minimis fee waiver	The finance director may waive a de minimus fee for records in instances when operational expenses associated with collection and processing of the fee are contrary to the City's financial interests.	
Other		
Final Utility Bill Calculation Request	Per request	35.00
Lien Recording and Release	Actual cost	
WebCheck for Final Bill – Online	Per request	30.00
Police Department, Chapter 2.36 LMC		
Fingerprinting Fees	For 2 cards	10.00
	Each additional card	2.50
Digital Photo Reproduction Fee	Per request	25.00
Electronic Home Monitoring Program Fee	Daily	30.00
Community Service Fee		30.00

Exhibit B

Table 3.104.020 – LMC Title 2 Fees and Charges

Type of Fee

LMC TITLE 2 – ADMINISTRATION AND PERSONNEL

Jail Commitment Extension Fee	40.00
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Streets and Public Works. LMC 2.44

Weekend Work Permit	One-time fee for the entire time the specific project is in effect, 167.00 renewed every 3 weeks (no additional fee)
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