

2024 ADMINISTRATIVE & PERSONNEL FEES

Category	Fees
Annual Business License	
Business Licenses are obtained from the State of Washington through their licensing program. Business Licenses are required for all businesses (for profit and not for profit) located within City limits, including home business and any business that provides services within city limits,- including solicitors. See Orting Municipal Code Title 3, Chapter 2	
	No Fee
Businesses with over \$10K revenue	\$ 50.00
Itinerant Food Vendor	\$ 250.00
Special Events	See Park & Facility Rentals
Public Records Request/Duplication	
Single Sided (8.5 x 11 & 8.5 X 17)	\$.15/page
Double Sided (8.5 x 11 & 8.5 X 17)	\$.30/page
Document Scan - Single sided (8.5 x 11 & 8.5 X 17)	\$.10/page
Document Scan - Double sided (8.5 x 11 & 8.5 X 17)	\$0.20/page
Sizes beyond 8.5 x 17	Cost + 15% Administration fee
Deposit for large jobs	10% of estimated cost
IT Expertise Required (quoted)	Cost + 15% Administrative fee
Postage (letter or manila envelope)	Cost
Postage & Mailing Container	Cost + 15% Administrative fee
Verbatim Transcript (vendor service)	Cost + 15% Administrative fee
Electronic Record: email, cloud storage, or other electronic delivery system	\$.05/ every 4 electronic files & \$.10/gigabyte
Electronic Storage Device: thumb drive, flash drive, DVD, CD, or other electronic device	Cost + 15% Administrative fee
Police body camera or dash camera video redactions (redacting, altering, distorting, pixelating, suppressing or otherwise obscuring) per RCW 42.56.240(14)**	\$55.00 per hour
Certified Copy (per document)	\$ 1.00
Card Usage Fees (\$300 max sale w/ exception to Utility Bills)	
Debit Card	\$ 1.00
Credit Card	\$ 2.00
Passport Processing Fee	\$ 35.00
Bank Fees	
Rejected/Returned Payment Fee	\$ 40.00
Stop Payment Fee	\$ 40.00
Seasonal Parking Fee for Fishing Sep-Nov	\$ 10.00
Seasonal Parking (Fisherman parking Sep-Nov)	\$ 10.00
Gravel - Delivered (per yard- 2 yards maximum annually)	\$ 15.00

Staff Hourly Rates	Per Hour Rates
City Administrator	\$ 120.00
City Engineer	\$ 110.00
Capital Projects Manager	\$ 100.00
Finance Director	\$ 100.00
City Clerk	\$ 90.00
Finance Staff	\$ 70.00
Public Works Director	\$ 100.00
Public Works Maintenance Staff	\$ 65.00
Public Works Utility Staff	\$ 70.00
Event Coordinator	\$ 65.00
Police Chief	\$ 120.00
Police Clerk	\$ 55.00
Police Officer	\$ 115.00
Court Administrator	\$ 75.00
Court Staff	\$ 70.00
Building Official	\$ 80.00
Building Staff	\$ 60.00
Third Party Reviewers	Cost + 15% Administrative fee
Fees	
Lien Fees	Cost + 15% Administrative fee
Telephone Utility Tax	6% of Gross Sales
Franchise Fee	Per Contract
Peg Fee	Per Contract
Gambling Tax - Nonprofit	10% of Net
Gambling Tax - For Profit	4% of Gross Sales

2024 BUILDING PLAN REVIEW AND FEES

Category	Fees
Architectural Design Review - Commercial & Multi-Family	
Exterior Paint Color	\$ 50.00
Exterior Lighting Fixtures	\$ 50.00
Exterior Remodel of Building	\$ 250.00
Exterior Signage - Permanent, Sandwich Boards	\$ 50.00
Commercial Fencing	\$ 25.00
New Construction Design	\$ 250.00
Work Performed Prior to Permit Approval	Double Permit Fee
Residential (and Accessory) Building Valuation	
New construction, and remodels are valued per the most current version of the International Code Council's (ICC) Building Valuation Data for the specified occupancy.	
Private garages, storage buildings, green houses and similar structure shall be valued as Utility, Miscellaneous.	
Remodels are based in the table value from the ICC Building Valuation for the occupancy specified.	
Note: all footnotes from the Building Valuation Data as published by the ICC shall apply.	
Commercial Structures and Improvements Valuation	
New construction, and remodels, of all occupancies, are valued per the most current version of the (ICC) International Code Council's Building Valuation Data for the specified occupancy.	
Written Contractor's Bid or Engineer's Estimate of cost if not specified in the published Building Valuation Data.	
Remodels permit and plan review fees shall be based upon the valuation for the occupancy group listed in the Building Valuation Data as published by the ICC.	

Buildings Permit Fees - per 2018 International Code Council (ICC)	
*Building Permits & Fees are due at the time of building permit issuance. Includes Manufactured Buildings.	
If Valuation is Between:	Fees
\$1 to \$500	Base Fee of \$100
\$501 to \$2,000	\$100 for the first \$500; plus \$3 for each additional \$100 or fraction thereof, up to and including \$2,000
\$2,001 to \$40,000	\$200 for the first \$2,000; plus \$11 for each additional \$1,000 or fraction thereof, up to and including \$40,000.
\$40,001 to \$100,000	\$487 for the first \$40,000; plus \$9 for each additional \$1,000 or fraction thereof up to and including \$100,000.
\$100,001 to \$500,000	\$1,027 for the first \$100,000; plus \$7 for each additional \$1,000 or fraction thereof, up to and including \$500,000.
\$500,001 to \$1,000,000	\$3,827 for the first \$500,000; plus \$5 for each additional \$1,000 or fraction thereof, up to and including \$1,000,000.
\$1,000,001 top \$5,000,000	\$6,327 for the first \$1,000,000; plus \$3 for each additional \$1,000 or fraction thereof, up to and including \$5,000,000.
\$5,000,001 and up	\$18,327 for the first \$5,000,000; plus \$1 for each additional \$1,000 or fraction thereof.
Miscellaneous Valuations	
Covered Decks/Carport	(per square foot) \$ 35.00
Decks	(per square foot) \$ 20.00
Retaining Walls	Valuation
**Retaining walls that are 4ft or less do not required a permit	
Single Family and Duplex Combination Building Permit Fees	
Combination Building Fees are required for each new single-family residential structure and duplex, and are payable prior to the issuance of a building permit.	
Plumbing up to 3,000sf	15% of building permit
Plumbing over 3,000sf	15% of building permit
Mechanical up to 3,000sf	15% of building permit
Mechanical over 3,000sf	15% of building permit

Building Plan Review Deposit & Fees	
New Single-Family Homes	\$500 Deposit toward 65% of the Permit Fee
Detached Garage	\$100 Deposit toward 65% of the Permit Fee
Multi-family Project	\$1,000 Deposit toward the Permit Fee (formula below)
New Commercial Project	\$1,000 Deposit toward 65% of the Permit Fee
Expedited Plan Review Fee	Deposit (above) plus \$200.00
Plan Review Revisions (<i>per Hour</i>)	\$100
Plan review fees for compliance to the Non-Residential Energy Code. (per Hour with one (1) hour minimum charge)	\$100
<p>For Multi-Family construction; the plan review fee will equal to 65% of the permit fee or a rate of \$100/hour with a one-hour minimum, as determined by the Building Official. Multi-Family Plan Review Fees are payable upon Building Official notification. Includes up to two (2) review cycles.</p>	
<p>The Plan Review Deposit for Single-Family Residences, Multi-Family Projects and Detached Garages are due upon submittal of application. Includes up to two (2) review cycles.</p>	
Manufactured Buildings	
Manufactured Building Title Elimination	\$100
Manufactured Building Runners/Tie downs	\$ 200.00
State Building Code Fee	
Residential Single Family Residence (SFR) Fee	\$ 6.50
Multi-family Fee - per unit	\$ 6.50
Commercial Fee	\$ 25.00
Flood Elevation Certificate Review	\$ 250.00
FEMA Letter of Map Amendment (SFR/1 Unit)	\$ 250.00

Miscellaneous Permit Fees	
Backflow/Irrigation Permit	\$ 100.00
Foundation Only	Valuation
Commercial Roofing- based upon the Contractor's Bid or Engineer's Estimate, or by valuation of the project, whichever is greater. Additionally, IFC and IBC plan check fees may apply.	Valuation
Addressing Fee	\$ 175.00
Large Scale Copies (Plans- DRE 24x36)	Cost + 15% Administrative fee
Structures or work requiring permits for which no fee is specifically indicated, signs, pools, etc., will be valued utilizing submitted written contractor's bid or engineer's cost information, or closest related item for which a fee is determined. A minimum fee of \$100.00 will be assessed, or adjusted fee assigned at the discretion of the Building Official.	
Below Ground Tank installation, or removal, permit fees will be valued per the written Contractor's Bid or Engineer's Estimate, or will be a minimum base fee of \$225.00 , whichever is greater. Additionally, International Fire Code (IFC) and International Building Code (IBC) plan check fees may apply.	
Change in Commercial Tenant Applications - Additionally, IFC and IBC plan check fees may apply.	Valuation
Mobil Commercial Vendors. A separate plan review fee and building permit fee will be charged for additional structures, such as landings, ramps, etc.	\$ 500.00
Modular structures placed on permanent foundation system. A separate plan review fee and building permit fee will be charged for additional structures, such as landings, ramps, etc.	Valuation
Fence Permit - Commercial	\$.50 per linear foot - with \$0 minimum
International Fire Code/Associated Fees	
Plan review for fire code compliance of building plan review shall be established at 50% of the IBC plan review fee or a rate of \$100/hour with a one hour minimum (whichever is greater)	Valuation
Fire related reviews and site visits for large lot short plat/subdivisions are based on the cost.	Cost + 15% Administrative Fee
Automatic Fire Alarms - Fees assessed based upon submitted Contractor Bid and the Building Valuation schedule.	Cost + 15% Administrative Fee
Fixed Fire Suppression - Fees assessed based upon submitted Contractor Bid and the Building Valuation schedule.	Cost + 15% Administrative Fee
Automatic Sprinklers - Fees assessed based upon Building Permit Valuation schedule or upon submitted Contractor Bid at the discretion of the Fire Marshal.	Cost + 15% Administrative Fee
Fire Apparatus Road Review	Cost + 15% Administrative Fee
Fireworks Related Fees - Local Permit and License Fees (Limits pursuant to RCW 70.77.555.)	
Retail Fireworks Stand Permit: \$200.00 for one retail sales permit per fireworks stand in a year. Cost includes processing, permit and Inspections.	
Public Fireworks Display Permit: \$250.00 minimum permit fee and minimum 1/2 hour plan review or the total hourly cost to the jurisdiction, whichever is greater. This cost shall include an hourly cost plus a 15% overhead fee for administrative costs. In no case shall total costs total more than \$5,000 for any one display permit.	

Inspections Beyond Review Cycles (per trip)	
Site Inspection/Investigation	\$ 100.00
Final Inspection/Expired Permit	\$ 100.00
Re-inspect Fee on 3rd Re-Inspection	\$ 100.00
Third Party Review	
Geotechnical/Stormwater Review	Cost + 15% Administrative Fee
Appeals of Administrative Decisions	Cost + 15% Administrative Fee
Land Use Prosecutor/Deputy Prosecutor and or Legal Consultation Fee	Cost + 15% Administrative Fee
Any other Expedited or Third Party Review Fees	Cost + 15% Administrative Fee
Mechanical Permits & Fees - Multi-Family (3 or more units) and Commercial	
Basic permit fee plus itemized fees below:	\$ 100.00
Heating and AC System or Air Handling Unit including ducts and vents	\$ 100.00
Boiler or Compressor - Residential	\$ 100.00
Boiler or Compressor - Commercial	\$ 100.00
Commercial Refrigeration	\$ 100.00
Ventilation/Exhaust Fan - Residential	\$ 100.00
Ventilation/Exhaust Fan - Commercial, except as covered above in Heating or AC System above	\$ 100.00
Commercial Hood, per mechanical exhaust and including ducts	\$ 100.00
Incinerator - installation or relocation	\$ 100.00
Appliance not otherwise covered	\$ 100.00
Fuel Gas Piping - Each system of 1-4 outlets	\$ 100.00
Fuel Gas Piping - Each additional outlet over 4 outlets	\$ 100.00
Plumbing Permits & Fees - Multi-Family (3 or more units) and Commercial	
Basic permit fee plus itemized fees below:	\$ 100.00
Per plumbing fixture or set of fixtures on one trap	\$ 100.00
For meter to house service	\$ 100.00
Fuel Gas Piping - Each system of 1-4 outlets	\$ 100.00
Fuel Gas Piping - Each additional outlet over 4 outlets	\$ 100.00
Per Drain for rainwater systems	\$ 100.00
Per Lawn Sprinkler System, includes backflow prevention	\$ 100.00
Per fixture for repair or alteration of drainage vent or piping	\$ 100.00
Per vacuum breaker or backflow protection device on tanks, vats, etc.	\$ 100.00
Per interceptor for industrial waste pretreatment	\$ 100.00
Medical Gas Piping - Each gas piping system of 1-5 outlets	\$ 100.00
Medical Gas Piping - Each additional outlet over 5 outlets	\$ 10.00
Demolition Permit	
Demolition Permit - Single Family Residential and Duplex	\$ 300.00
Demolition Permit - Commercial and Multi-family	\$ 500.00

Stormwater Management and Erosion Control Fees

Grade & Fill Plan Review: In addition to the license fees, a grading/drainage plan review fee is charged for all grading licenses requiring plan review. Before accepting a set of plans and specifications for checking, the Building Official or City Engineer shall collect a plan checking fee.

50 cubic yards or less	\$	125.00
51-100 cubic yards	\$	240.00
101-1,000 cubic yards	\$	500.00
1,001-10,000 cubic yards	\$	750.00
10,001-100,000 cubic yards	\$	1,000.00
1001,000 cubic yards and up	\$	1,200.00
Disturbed Area for erosion control (per Square yard) - No import/export	\$	0.10
<i>Grade and Fill Permit: Fees shall be based on the volume of the excavation and fill.</i>		
50 cubic yards or less	\$	125.00
51-100 cubic yards	\$	150.00
101-1,000 cubic yards	\$	175.00
1,001-10,000 cubic yards	\$	225.00
10,001-100,000 cubic yards	\$	300.00
100,001 or more cubic yards	\$	600.00
Disturbed Area Permit for erosion control (per square yard)	\$	0.25

2024 ORTING CEMETERY

Category	Fees
Lots	
Full Sized Resident	\$ 1,700.00
Full Sized Non-Resident	\$ 2,000.00
Cremaains Resident	\$ 650.00
Cremaains Non-Resident	\$ 950.00
Child Sized Lot	\$ 300.00
Columbaria	
Resident	\$ 800.00
Non-Resident	\$ 1,000.00
Concrete Liners (plus current state tax rate)	
Adult Grave Liner	\$ 650.00
Child Grave Liner	\$ 400.00
Cremaains Grave Liner	\$ 400.00
Opening & Closing Fees	
Adult Liner	\$ 850.00
Adult Vault	\$ 1,000.00
Cremaains	\$ 500.00
Child Liner	\$ 300.00
Child Vault	\$ 300.00
Disinterment Fees	
Adult	\$ 3,500.00
Child	\$ 1,232.00
Marker Setting Fees	
Flat Marker	\$ 350.00
Resetting Fee	\$ 250.00
Other Fees	
Set Up Fee	\$ 150.00
Saturday Service	\$ 600.00
Vase Setting	\$ 95.00
Weekday Overtime (per hour)	\$ 150.00

Category	Fees
General Facility Charges (GFC) (per *ERU)	
Water - General Facility Charges - Inside/ Outside City Limits	\$ 5,140.48
1% Water Facility Enhancement Surcharge	\$ 51.40
Sewer - General Facility Charges - Inside/ Outside City Limits	\$ 11,050.89
1% Wastewater/Sewer Facility Enhancement Surcharge	\$ 110.51
Storm - General Facility Charges - Inside City Limits Only	\$ 1,232.47
1% Stormwater Surcharge	\$ 12.32
Impact Fees	
Park Impact Fee	\$ 1,492.00
Transportation Impact Fee (per PM Peak Hour Trip)	\$ 2,149.00
*ERU - Equivalent Residential Unit	

2024 LAND USE

The City may charge and collect fees from any applicant to cover costs incurred by the City in the review of plans, studies, monitoring reports and other documents to ensure code compliance, to mitigate impacts to critical areas and for all code-required monitoring.

The applicant shall pay the following Land Use Review Deposit to cover third party review and administrative expenses. These fees are billed at cost for time and materials from third party reviewers plus a 15% administrative fee.

Fees and deposits are charged per category and are cumulative.

If the initial deposit is expended prior to the completion of project approval, the City will collect either an additional deposit in the amounts below, or an amount as estimated by the staff as needed to complete project review. Any fees not expended will be returned to the applicant.

Category	Deposit
Annexation, Comprehensive Plan Amendments & Rezones	
Annexation	\$ 2,000.00
Code Text Amendment	\$300.00/deposit plus Time & Materials
Comprehensive Plan Map or Text Amendment - including rezones (each)	\$ 2,500.00
Conditional Use Permits, Development Agreements, Site Plans & Special Use Permits	
Conditional Use Permit	\$ 1,500.00
Development Agreement	\$ 1,500.00
Site Plan Review	\$ 500.00
Site Plan Review - Minor Change	\$ 500.00
Site Plan Review - Major Change	\$ 1,500.00
Inhouse Engineer Review	\$ 125.00 per hour
Special Use Permit	\$ 1,200.00
Hearings and Appeals	
Appeal of Hearing Examiner's Decision, Administrative Decision or Environmental Decision	\$ 750.00
Hearing Examiner Review	\$ 1,000.00

Environmental Review	
Critical Areas Review - for those projects that propose impacts to critical areas, billed at the cost of contract biologist's review	\$ 750.00
SEPA Environmental Checklist Review and Determination	\$ 1,000.00
Environmental Impact Statement - includes coordination, review and appeal of draft and final EIS	\$2500.00/deposit plus Time & Materials
Pre-Application Meeting	
Short Plat and Boundary Line Adjustments	\$ 250.00
All Others	\$ 500.00
Cottage Housing, Developers Agreements and Planned Unit Developments	
Binding Site Plan	\$1500.00 plus Time & Materials
Boundary Line Adjustment	\$ 500.00
Short Plat	\$ 1,400.00
Preliminary Plat	\$ 4,000.00
Final Plat, PUD or Binding Site Plan	\$ 1,500.00
Cottage Housing Development	\$ 1,500.00
Plat Alteration - Minor Change	\$ 500.00
Plat Alteration - Major Change	\$ 1,500.00
Plat Vacation	\$ 300.00
Planned Unit Development	\$ 4,000.00
Flood Plain Development Permit	\$ 1,500.00
Shorelines	
Shoreline Substantial Development Permit	\$ 2,500.00
Shoreline Conditional Use Permit	\$ 1,500.00
Shoreline Variance	\$ 1,500.00
Variances (except Shoreline)	
Variances (Subdivision, Environmental, Zoning, Flood)	\$ 1,200.00
Variances Noise	\$ 100.00
Variances Sign Code	\$ 250.00
Zoning Compliance Letter	\$ 400.00
Home Occupation Permits	\$ 250.00

2024 PARKS/RECREATION & FACILITY RENTALS

Category	Fees
Gazebo and/or Barbeque Pit - Hourly Rental Fees - 5 Hour Max	
Resident: Monday - Thursday	\$ 10.00
Resident: Friday - Sunday	\$ 20.00
Non-Resident: Monday - Thursday	\$ 20.00
Non-Resident: Friday - Sunday	\$ 30.00
Non-Profit: Monday - Thursday	\$ 5.00
Non-Profit: Friday - Saturday	\$ 10.00
Multipurpose P Center (MPC) - Hourly Rental Fees	
Resident: Monday - Thursday	\$ 30.00
Resident: Friday - Sunday	\$ 50.00
Non-Resident: Monday - Thursday	\$ 50.00
Non-Resident: Friday - Sunday	\$ 70.00
Non-Profit: Monday - Thursday	\$ 15.00
Non-Profit: Friday - Sunday	\$ 20.00
Orting Station - Hourly Rental Fees	
Resident: Monday - Thursday	\$ 20.00
Resident: Friday - Sunday	\$ 40.00
Non-Resident: Monday - Thursday	\$ 30.00
Non-Resident: Friday - Sunday	\$ 50.00
Non-Profit: Monday - Thursday	\$ 10.00
Non-Profit: Friday - Sunday	\$ 10.00
Event Fees	
Special Event	\$ 200.00
Blanket Vendor Permit	\$ 100.00
Deposits	
Gazebo, BBQ	\$ 50.00
MPC w/ Alcohol Served: Banquet Permit & Liability Insurance Required	\$ 300.00
MPC	\$ 150.00
Orting Station	\$ 100.00
Orting Station w/ Inflatables	\$ 200.00
Per Hour Rates - Minimum 2 hour charge for all rentals	
Gratzer & Calistoga Parks - Rental Fees (prepped Fields)	
Resident	\$ 25.00
Non-Resident	\$ 30.00
Non-Profit	\$ 15.00
Gratzer & Calistoga Parks - Rental Fees w/ Field Prep for Tournaments	
1-Day Resident	\$ 550.00

1-Day Non-Resident	\$	650.00
1-Day Non-Profit	\$	400.00
1-Day Holiday Resident	\$	900.00
1-Day Holiday Non-Resident	\$	1,100.00
1-Day Holiday Non-Profit	\$	600.00
2-Day Resident	\$	700.00
2-Day Non-Resident	\$	800.00
2-Day Non-Profit	\$	550.00
2-Day Holiday Resident	\$	1,200.00
2-Day Holiday Non-Resident	\$	1,400.00
2-Day Holiday Non-Profit	\$	900.00
Gratzer & Calistoga Parks - Additional Fees		
Game Prep: Dragging, Lining & Bases (per Prep)	\$	40.00
Portable Mounds (per Day)	\$	50.00
Special Events & Additional Fees		
Special Event Permit	\$	200.00
Vendor Blanket Permit	\$	100.00
Vendor 1-Day Event Permit	\$	25.00
City Service: 1 Public Works Employee (per Hour)	\$	75.00
City Service: 1 Police Officer (per Hour)	\$	100.00
City Service: 1 Dumpster		City Cost
City Service: 1 Porta Potties	\$	100.00
City Service: Elec/Spider Boxes	\$	50.00
City Service: Barricades/Cones/Signs	\$	50.00
City Service: Portable Trailer Sign (per Trailer, per Day)	\$	50.00
City Service: Banner Across Hwy 162	\$	195.00
2023 UTILITIES & STREETS		
Category		Fees
Water Disconnect/Meter Removal Fees	\$	200.00
Sewer Connect Fees		
Residential - Inside City Limits	\$	200.00
Residential - Outside City Limits	\$	300.00
Commercial - Inside City Limits	\$	300.00
Commercial - Outside City Limits	\$	400.00
Sewer Disconnect Fees		
Residential - Inside City Limits	\$	100.00

Residential - Outside City Limits	\$	200.00
Commercial - Inside City Limits	\$	200.00
Commercial - Outside City Limits	\$	300.00
Bulk Water Usage Fees		
Hydrant Permit	\$	100.00
Hydrant Damage Deposit	\$	1,500.00
Fee for Opening Hydrant (without permit)		\$200 + cost of water
Water Hookup Fees (includes meter)		
Inside City Limits	\$	475.00
Outside City Limits	\$	515.00
Wastewater Hookup Fees		
Inside City Limits	\$	460.00
Outside City Limits	\$	506.00
Backflow/Irrigation Inspection	\$	30.00
Late Payment Fees		
Late Payment Fee - 1st Due Date	\$	10.00
Late Payment Fee - 2nd Due Date before Shut Off	\$	50.00
Other Fees		
Meter Padlock Removal Penalty	\$	100.00
Side Sewer on 3rd Re-Inspection	\$	100.00
Final Sewer on 3rd Re-Inspection	\$	100.00
Water Availability Letter	\$	50.00
Water Meter Drop 3rd Re-Inspection	\$	100.00
After Hours Emergency Water Shut Off (2hr Call Out)	\$	150.00
Property Inspection (water on/off) - Beyond 1st request for same property	\$	50.00
Commercial Right of Way Use Permit (Sidewalk)		Annual \$20.00
Onsite RV Resident Permit (Private property with single family home)		Monthly \$20.00
Streets Fees		
Street Opening Permit		\$50 + 5% project cost
Street Sweeping (per Hour)	\$	150.00
Water, Sewer & Storm Water Monthly Rates: See Utility Rates on website www.cityoforting.org		