



2024 Fee Schedule

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Table 1.1 Land Use Fees

Notes:

1. **Payment of Fees** – Unless otherwise noted all fees in this table (1.1) shall be paid at the time of application.

Mailing Fee – due upon submittal for all land use applications, annexations & environmental reviews subject to individual mailed public notice.	Incl. – in fees below
Publication Fee – due upon submittal for ALL land use applications, annexations & environmental reviews subject to publication of public notice.	Incl. – in fees below
Address assignment/change (for applicant initiated changes not associated with a building permit)	191.24
Annexation Petition	\$ 7,649.41
Appeals	
To Hearing Examiner	\$ 573.71
To City Council	\$ 254.98
Binding Site Plan	
Preliminary	\$ 1,529.88 plus \$127.49/lot
Final	\$ 764.94 plus 63.75/lot
Boundary Line Adjustment	\$ 287.38
Comprehensive Plan Amendment	\$ *7,649.40
Conditional Use Permit	2,549.80
Amendment, Major	\$ 1,529.88
Amendment, Minor	\$ 764.94
	\$
Consultant Fees (for preparation of technical reports or for peer review of critical area, traffic study, etc.)	Actual cost + 10% Administrative Fee
A deposit will be required for estimated cost +10% administrative fee	
Critical Area Exception/Reasonable Use/Variance	\$
Permitted Use	764.94
Variance, Alteration, or Reasonable Use	2,549.80
Development Agreement	\$ 7,649.40
SEPA Review	
Threshold Determination (Checklist Review)	\$ 1,019.92
Environmental Impact Statement (EIS) (A deposit will be required for estimated cost +10% administrative fee)	\$ Actual cost + 10% Administrative Fee
Supplemental EIS (A deposit will be required for estimated cost +10% administrative fee)	\$ Actual cost + 10% Administrative Fee
Hourly Rate for work not covered by application fee	\$ 191.24
Planning Review of construction & development plans	
Single Family and Duplex	\$ 191.24
Small Commercial & Industrial w/o SEPA	\$ 287.38
Multi family, Detached Condos ,Commercial, Industrial	\$.52 x building permit fee
Zoning Amendment	
With comprehensive plan amendment	764.94
Without comprehensive plan amendment	2,549.80
Shoreline Permits (SMA Review)	
Substantial Development Permit (SDP)	\$ *2,294.82
Variance (S-VAR)	\$ *2,549.80
Conditional Use Permit (S-CUP)	\$ *2,549.80
Exemption Authorization	\$ 764.94
Short Plat	\$
Preliminary	\$ 1,529.88 plus 127.49/lot
Final	\$ 764.94 plus 63.75/lot
Site Plan Review (land use permit)	
Type I	\$ 764.94
Type II or Type III	\$ 2,294.82
Amendment (Major or Minor)	\$ 764.94
Sign Permit Review (added to building permit fee)	\$ 96.14
Special Event Permit (\$250.00 refundable damage deposit also)	\$ 287.38

Street /Alley Vacation	\$	2,294.82
Subdivisions		
Preliminary Plat	\$	*3,824.70+ 127.49/lot
Final Plat	\$	764.94 + 63.75/lot

Temporary Use Permit		
Mobile Vendor License (Annual Renewal Required)	\$	127.49/year
Other Temporary Uses	\$	127.49
Hotel License (Annual Renewal Required)	\$	127.49/year
Variance		
Residential	\$	*764.94
Commercial	\$	*2,549.80

Table 1.2 Building & Grading Fees

Notes:

1. **Washington State Surcharge.** All permits shall be subject to the currently applicable Washington State building code surcharge.
2. **Plan Review.** Plan review shall be governed by the applicable provisions of the uniform codes adopted under BMC 15.04.050.
3. **Fee Refunds.** Fee refunds shall be governed by the applicable provisions of the uniform codes adopted under BMC 15.04.050.
4. **Payment of Fees.** Unless otherwise stated, application fees and minimum fees shall be paid at the time of application. Plan review fees and fees for plumbing and mechanical permits shall be paid at the time of issuance.
5. **Permit Expiration.** The expiration of building, plumbing, mechanical, fire, grading, and other permits issued under Title 15 BMC shall be governed by BMC 15.04.070.

Application Fees - Due at time of application	
Minimum fee – shall be charged in addition to all permit fees listed in this section	\$ 30.31
Miscellaneous Fees	
Compressed Gasses/Medical	\$ 96.14
Demolitions	
Garage/Shed	\$ 96.14
Single Family Residence	\$ 191.24
Commercial	\$ 287.38
Espresso Stands	\$ 382.47
Foundation Permits Single Family – Existing	\$ 287.38
Installation of LPG Fuel Tanks	\$ 96.14
Minimum Housing Inspection	\$ 191.24
Mobile Home Installation	\$ 764.94
Modular Office Installation	\$ 764.94
Re-roofing permit Commercial	\$ 191.24
Re-roofing permit Residential	\$ 96.14
Sign Permit Fees Monument Sign w/foundation	\$ 287.38
Sign Permit Fees Pole Signs w/foundation	\$ 573.71
Sign Permit Fees Surface Mounted	\$ 191.24
Underground Fuel Tank Installation/Removal (Residential)	\$ 191.24
Underground Fuel Tank Removal/Removal (Commercial)	\$ 764.94

Grading Permit Fees – Fees for plan review	
50 cubic yards or less	\$ 0.00
51 to 100 cubic yards	\$ 30.31
101 to 1,000 cubic yards	\$ 47.03
1,001 to 10,000 cubic yards	\$ 62.72
10,001 to 100,000 cubic yards	\$ 62.70 for
And for each additional 10,000 cubic yards or fraction thereof add...	1 st 10,000 cubic yards \$ 31.35
100,001 to 200,000 cubic yards	\$ 343.81 for
And for each additional 10,000 cubic yards or fraction thereof	1 st 100,000 cubic yards \$ 16.72

200,001 cubic yards or more	\$ 513.10 for
And for each additional 10,000 cubic yards or fraction thereof	\$ 9.41
Additional plan review required by changes, additions or revisions to approved plans	\$ 64.79/hr.*,** <i>min. charge – ½ hour</i>
*Or the total hourly cost to the jurisdiction, whichever is greatest. The cost shall include supervision, overhead, equipment, hourly wages and fringe benefits or the employees involved.	
** Grading plan review fees shall be charged in addition to grading fees for all grading activities.	

Grading Permit Fees - Permit Processing Fees	
50 cubic yards or less	\$ 30.31
51 to 100 cubic yards	\$ 47.03
101 to 1,000 cubic yards	\$ 47.03
For each additional 100 cubic yards or fraction thereof	\$ 1 st 100 cubic yards 21.95
1,001 to 10,000 cubic yards	\$ 247.67
For each additional 1,000 cubic yards or fraction thereof	\$ 1 st 1,000 cubic yards 18.81
10,001 to 100,000 cubic yards	\$ 414.87
For each additional 10,000 cubic yards or fraction thereof	\$ 1 st 10,000 cubic yards 84.65
100,001 cubic yards or more	\$ 1,171.45
For each additional 10,000 cubic yards or fraction thereof	\$ 1 st 100,000 cubic yards 47.03
Other Inspections and Fees	
Inspections outside of normal business hours	\$ 287.38/hr. <i>min. charge – 2 hours</i>
Re-inspection fee assessed under provisions of Section 108.8	\$ 191.24/hr.
Inspections for which no fee is specifically indicated	\$ 191.24/hr. <i>min. charge – ½ hr.</i>
Temporary certificate of occupancy	Base fee: 10 percent of original building permit fee Inspections: \$191.24/hr.

Building Permits – Fee table

Building and construction valuations shall be determined using the most current published International Code Council (ICC) building valuation data.

Total Valuation	Fee
\$1.00 to \$500	\$30.31
\$501 to \$2,000	\$30.31 for the first \$500 plus \$4.18 for each additional \$100, or fraction thereof, to and including \$2,000.
\$2,001 to \$25,000	\$88.83 for the first \$2,000 plus \$17.77 for each additional \$1,000, or fraction thereof, to and including \$25,000.
\$25,001 to \$50,000	\$599.51 for the first \$25,000 plus \$12.54 for each additional \$1,000, or fraction thereof, to and including \$50,000.
\$50,001 to \$100,000	\$820.33 for the first \$50,000 plus \$9.41 for each additional \$1,000, or fraction thereof, to and including \$100,000.
\$100,001 to \$500,000	\$1,266.54 the first \$100,000 plus \$7.32 for each additional \$1,000, or fraction thereof, to and including \$500,000.
\$500,001 to \$1,000,000	\$4,122.53 for the first \$500,000 plus \$6.27 for each additional \$1,000, or fraction thereof, to and including \$1,000,000.
\$1,000,001 and Up	\$7,150.49 for the first \$1,000,000 plus \$5.23 for each additional \$1,000, or fraction thereof

Plumbing and Mechanical Fees - Fees assessed per unit or fixture

PLUMBING	
Additional Plan Review fees	\$ 63.75
Alteration/repair piping	\$ 12.54
Backflow Assembly	\$ 12.54
Base Plumbing Fee	\$ 32.40
Bath/Shower Combo	\$ 12.54
Building Main Waste	\$ 32.40
Clothes Washer	\$ 12.54
Dishwasher	\$ 12.54
Drinking Fountain	\$ 12.54
Floor Drains	\$ 12.54
Grease Interceptor	\$ 127.49
Grease Trap	\$ 32.40
Hose Bibb	\$ 12.54
Icemaker/Refrigerator	\$ 12.54
Kitchen Sink & Disposal	\$ 12.54
Laundry Tray	\$ 12.54
Lavatory	\$ 12.54
Med Gas Piping <5 inlets/outlets	\$ 76.29
Med Gas Piping >5 inlets/outlets	\$ 6.27
Pretreatment Interceptor	\$ 12.54
Public Works Insp. Fee	\$ 43.89
Re-inspection Fee (all)	\$ 63.75
Roof Drains	\$ 12.54
Shower (only)	\$ 12.54
Sink (bar, service, etc.)	\$ 12.54
Supplemental Permit Fee	\$ 12.54
Tankless Water Heater	\$ 12.54
Toilets	\$ 12.54
Urinal	\$ 12.54
Water Heater	\$ 12.54

MECHANICAL	
Additional Plan Review fees	\$ 63.75
Air Cond. Unit <100Btu/h	\$ 63.75
Air Cond. Unit >100Btu/h	\$ 51.21
Air Cond. Unit >500Btu/h	\$ 65.84
Air Handling Units	\$ 18.81
Base Mechanical Fee	\$ 32.40
Boiler <100Btu/h >3hp	\$ 32.40
Boiler >1 million Btu/h<50hp	\$ 88.83
Boiler >1.5 million Btu/h<50hp	\$ 127.49
Boiler >100Btu/h 3-15hp	\$ 51.21
Boiler >500Btu/h 15-30hp	\$ 65.84
Comm. Hoods-Type 1 / 11	\$ 32.40/63.75
Dryer Ducting	\$ 12.54
Ductwork (drawings req.)	\$ 25.08
Evaporative Coolers	\$ 18.81
Exhaust/Ventilation Fans	\$ 18.81
Fireplace/Insert/Stove	\$ 18.81
Forced Air Heat <100 Btu/h	\$ 32.40
Forced Air Heat >100 Btu/h	\$ 51.21
Gas Clothes Dryer	\$ 18.81
Gas Fired AC <100 Btu/h	\$ 32.40
Gas Fired AC >100 Btu/h	\$ 51.21
Gas Fired AC>500 Btu/h	\$ 65.84
Gas Piping <5 units	\$ 12.54
Gas Piping >5 units	\$ 2.09
Heat Exchangers	\$ 18.81
Heat Pump-Condensing Unit	\$ 25.08
Hot Water Heat Coils	\$ 18.81
Miscellaneous Appliance	\$ 18.81
Pkg. Units<100btu/>100btu	\$ 63.75/102.41
Range/Cook top-Gas Fired	\$ 18.81
Refrigeration Unit <100Btu/h	\$ 32.40
Refrigeration Unit >100Btu/h	\$ 51.21
Refrigeration. Unit >500Btu/h	\$ 65.84
Reinspection fee (all)	\$ 63.75
Residential Range Hood	\$ 12.54
Supplemental Permit Fee	\$ 12.54
Unit Heaters <100 Btu/h	\$ 32.40
Unit Heaters >100 Btu/h	\$ 51.21
VAV Boxes	\$ 12.54
Wall Heaters - Gas Fired	\$ 32.40
Water Heater-Gas Fired	\$ 18.81

Table 1.3 Engineering Fees

Public Works Construction – Fees for Infrastructure and civil engineering review

Sanitary Sewer Improvements	
Plan Review – Commercial & Residential Subdivisions	\$ plus \$0.64 per lf
Inspection – Commercial & Residential Subdivisions	
Less than 1 Acre	\$ 127.49 plus \$0.64 per lf
Greater than 1 Acre	\$ 382.47 plus \$1.27 per lf
Storm Drainage Improvements	
Plan Review – Commercial & Residential Subdivisions	\$ 254.98 plus \$0.64 per lf
Inspection – Commercial & Residential Subdivisions	
Less than 1 Acre	\$ 127.49 plus \$0.64 per lf
Greater than 1 Acre	\$ 382.47 plus \$1.27 per lf
Street Improvements	
Plan Review- Commercial & Residential Subdivisions	\$ 254.98 plus \$0.64 per lf
Inspection – Commercial & Residential Subdivisions	
Less than 1 Acre	\$ 127.49 plus \$0.64 per lf
Greater than 1 Acre	\$ 382.47 plus \$1.27 per lf
Street Use Permits – Annual Fee	\$ 0.00
Outside Consultant Plan Review and Inspection	\$ Actual costs plus 10% administrative fee
Right-of-Way Permits	
Driveways	
Residential	\$ 382.47
Non-residential	\$ 764.94
Installation of above ground fixtures	\$ 509.96 per fixture + \$127.49/sf
Installation of underground facilities	\$ 509.96 plus \$2.55 per lf of excavation (no fee for boring)
Traffic Alteration, Arterial Street, traffic count above 5,000 VPD	\$ 764.94
Traffic Alteration, All Others	\$ 254.98

Table 1.4 Fire Prevention

Notes:

1. **Payment of Fees** – Fire Marshal plan review fees shall be paid in full at the time of application. All other permit fees shall be due at the time of issuance.
2. Unless otherwise specified, all fees are comprehensive for Permit, Plan Review & Inspection services.

Commercial Building Plan Review & Inspection Fees – Applies to building permits for tenant improvements or new construction for all occupancies except groups “R-3” and “U”

Construction Valuation	Fee
\$1.00 to \$1,000	\$ 32.40
\$1,001 to \$5,000	\$127.49
\$5,001 to \$10,000	\$191.24
\$10,001 to \$20,000	\$223.63
\$20,001 to \$45,000	\$287.38
\$45,001 to \$100,000	\$351.12
\$100,001 to \$250,000	\$478.61
\$250,001 to \$500,000	\$606.10
\$500,001 to \$1,000,000	\$764.94
\$1,000,001 to \$1,500,000	\$861.08
\$1,500,001 to \$2,000,000	\$924.83
> \$2,000,000	\$999.02 plus \$66.88 per \$500,000 (prorated) over \$2 million

Land Use and Engineering Review – Applies to land divisions, including plats, short plats, and binding site plans, and civil engineering plans

Subdivision, short plat, and binding site plan (preliminary)	\$287.38
Subdivision, short plat, and binding site plan (final)	\$191.24
Civil Engineer plans not associated with a plat or binding site plan	\$287.38

False Alarm Service Fee

Fee charged after 3 rd false alarm within 90 days	\$318.73/each occurrence after three false alarms within a 90-day period.
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Special Assembly Permits

Temporary membrane structures, tents, and canopies

Less than 3 days	no fee
4 to 180 days	\$191.24

Temporary assembly

Less than 99 people	\$191.24
99 or more people	\$287.38
Explosives	
Retail sales	\$191.24
Temporary storage	\$191.24

Fire Alarm Systems – Comprehensive fees for permits, plan review, and inspection		
Tenant Improvement or System Modification		
Number of Devices*		
From:	To:	Fee:
1	2	\$ 96.14
3	5	\$159.89
6	10	\$223.63
11	20	\$287.38
21	40	\$382.47
41	100	\$478.61
101	200	\$606.10
> 200		\$637.45 plus \$63.75 per 100 additional devices (prorated)
New System		
Number of Devices*		
From:	To:	Fee:
1	100	\$446.22
101	200	\$606.10
> 200		\$637.45 plus \$63.75 per 100 additional devices (prorated)
In addition to device* fees shown, the following fees also apply:		
FACP and/or Transmitter		
Replace		\$159.89
New		\$254.98
Note: All Central Station Monitoring must be UL or FM listed.		
*Devices include separate individual portions of a Fire Alarm System such as: Initiating Devices, Notification Appliances, Flow Switches, Supervisory Switches, Magnetic Door Hold-Open Devices, Remote Annunciators, Pull Stations, Beam Detectors (each piece is one device), and other such devices.		

Fire Sprinkler Systems		
Tenant Improvement or System Modification (NFPA 13/ 13R)		
Number of Sprinklers or Devices		Fee:
From:	To:	
1	2	\$ 96.14
3	5	\$159.89
6	10	\$223.63
11	20	\$287.38
21	40	\$382.47
41	100	\$478.61
101	200	\$606.10
201	300	\$733.59
> 300		\$764.94 plus \$63.75 per 100 additional devices (prorated)
New System (NFPA 13 / 13R)		
Number of Sprinklers or Devices		Fee:
From:	To:	
1	100	\$478.61
101	200	\$606.10
201	300	\$764.94
> 300		\$653.13 plus \$52.25 per 100 additional devices (prorated)
NFPA 13-D (Residential)		
Number of Sprinklers:		Fee*:
From:	To:	
1	10	\$223.63
11	25	\$287.38
26+		\$351.12
Non-required NFPA 13-D Systems Fee 50% of listed fees		
Hood Suppression Systems		
Type of System:		Fee:
Pre-Engineered		\$254.98
Custom Engineered		\$351.12
Standpipe Systems		
Class I, II or II new or existing		\$156.75
Fire Pump		\$313.50 each, maximum \$522.50
Spray booths and Industrial Ovens – Not subject to Table “A” fees		
SPRAY BOOTHS:		FEE:
Pre-Engineered w/documents		\$191.24
Site-Built or used w/o documents		\$318.73
INDUSTRIAL OVENS		\$318.73

Table 1.5 Miscellaneous Fees

Agricultural Heritage Credit Fees	
1 – 5 Dwelling Units	\$3,545.69/unit
6 – 10 Dwelling Units	\$2,127.62/unit
11 or more Dwelling Units	\$1,418.07/unit
Code Violations and Repeat Inspections	
Work without a permit or work completed prior to permit issuance	Fees for all required permits and reviews double/no inspections until paid
Work without a permit or work completed prior to permit issuance (knowing and willful violation)	Fees for all required permits and reviews triple/no inspections until paid
Re-Inspection fee for each inspection after the second site visit, or as required by the Building Official or Fire Marshal	\$191.24
Technology Fee	
Applies to all Community Development Fees	5 percent of total permit fee

Table 1.6 Sanitary Sewer Connections

Notes:

1. See Chapter 13.04 BMC for additional fees and fee information. Only bulk water and sewer inspection fees are included in this table. Other connection fees are set by Chapter 13.04 BMC. Sewer rates are addressed in Chapter 13.04 BMC and 13.08 BMC.
2. No connection charge for accessory dwelling units authorized under Title 17 BMC within the City of Burlington.

System-Wide (Inside City/UGA and WSA)		Year 2024
Residential (per unit)		
1-3 Units		\$4,067
Over 3 units (70% of 1-3 unit)		\$2,847
Commercial/Industrial	(per fixture unit)	\$203
Process Wastewater Discharge	\$4,067 126.5 gal/day	\$32.15 gal/day
[1] One ERU = 20 fixture units or 126.5 gallons per day.		
Sewer Inspection / Permit Fee applies to all permits		\$254.98 non-refundable

Table 1.7 Storm Drain Extension Fees

Notes:

1. See Chapter 14.05 BMC for additional fees and fee information, including drainage district discharge adjustments, drainage rates, and rate adjustments.

Single Family / Duplex		\$731.50
3 units or more & Commercial	Formula based on	*ESU x \$731.50
Storm Drain Inspection/Permit Fee	Applies to all permits	\$254.98 non-refundable
*1 Equivalent Surface Area Unit = 2,400 square feet (see Chapter 14.05 BMC)		

Table 2. Police Department Fees

REASON	FEE	DESCRIPTION	RCW/BMC
CDs/DVDs	\$5.00	Per CD/DVD disc	RCW 42.56.120
FINGERPRINTS	\$5.00	Per print card	RCW 43.43.760
CLAIMED PROPERTY	\$10.00	Flat fee per item	RCW 63.21.010
CPL	\$49.25/\$32.00	\$49.25 new/\$32.00 renewal	RCW 9.41.070
DEALER FIREARM LICENSE	\$125.00	Per year	RCW 9.41.110
NSF FEE - Citywide	\$30.00	Per check	BMC3.48
PROJECT LIFE SAVER	\$196.00	Flat fee for transmitter equipment	PLS PROGRAM
FALSE ALARMS	\$50.00	First 2 free/all subsequent \$50.00 within 6 month period	BMC 8.16
OUTSIDE OT	Current calculated fee	Per hour per officer (calculated by the City based on average police patrol compensation.	Calculated Fee
BURLINGTON LOCAL RECORDS CHECKS	\$10.00	For all records	RCW 42.56.120
IMMIGRATION LETTERS	\$10.00	For all records	RCW 42.56.120

Costs for Body Work Camera (BWC) Video Recording Redactions

Redaction Method	Minutes to Redact Per Minute of Raw Footage	Cost per Minute to Redact	Estimated Cost of Redaction per 10 Minutes of Raw Footage
Targeted Video Redaction with or without Targeted Audio Redaction	10 minutes per individual or object redacted	\$0.72 per individual or object redacted	\$72.00 per individual or object redacted
Targeted Audio Redaction Alone	5 minutes	\$0.072	\$36.00
Targeted Blackout of Screen Targeted Screen Blur with our without Audio Removal	4 minutes	\$0.072	\$28.80
Complete Screen Blur and Audio Removal	1 minute	\$0.072	\$7.20

See City of Burlington Police Department BWC Cost Study for further information. Available per request.

Table 3. Municipal Court Fees

The Burlington Municipal Court has authority to impose fines, fees and costs pursuant to the Burlington Municipal Code, Revised Code of Washington, Washington Administrative Code, Washington Court Rules and other applicable State and Federal law as may be amended. The Burlington Municipal Court may also impose fines, fees and costs resulting from criminal convictions or committed infractions pursuant to State and Local law. For further information regarding fines, fees and costs that may be imposed, please contact the Burlington Municipal Court directly.

Table 4. Library Fees

Damaged, missing, destroyed items	Range from \$1.00 to repair torn covers to the full replacement cost of lost/destroyed items
Collection agency fee when referred for non-payment of fines & fees	\$10.45per referral
Faxing	\$0/page domestic fax only, access as staff time allows
Non-resident library cards:	
3-month family card	\$26.13
6-month family card	\$47.03
12-month family card	\$83.60
12-month family card w/family member over 62	\$62.70

Table 5. Fiber Telecommunication Fees

Notes:

1. All fees monthly unless otherwise specified

<p>Application Fee Excluding ISP This is a one-time billable charge to pay for application to acquire fiber or telecommunication services and to cover engineering costs. Does not include permitting fees.</p>	\$0.00
<p>Inspection Fee Excluding ISP This is a one-time billable charge to pay for post installation inspections.</p>	\$0.00
<p>City of Burlington Inter-agency Dark Fiber This is monthly billable fee per fiber strand of dark fiber, leased from the City. This fee includes maintenance repair but not the termination equipment, installation fees, splicing fees, certification fees or permit fees. Minimum 2-year lease.</p>	\$182.88
<p>Trunk Dark Fiber within City of Burlington Commercial use This is monthly billable fee per fiber strand of dark fiber, leased from the City. This fee includes maintenance repair but not the termination equipment, installation fees, splicing fees, certification fees or permit fees. Subject to City approval or availability. Minimum 2-year lease.</p>	\$365.75
<p>Lateral Dark Fiber within City of Burlington Commercial use This is monthly billable fee per fiber strand of dark fiber, leased from the City. This fee includes maintenance repair but not the termination equipment, installation fees, splicing fees, certification fees or permit fees. Subject to City approval or availability. Minimum 2-year lease.</p>	\$209.00
<p>Trunk Dark Fiber Local Government Agency, Inter-agency This is monthly billable fee per fiber, of dark fiber, leased from the City. This fee includes maintenance repair but not the termination equipment, installation fees, splicing fees, certification fees or permit fees. This fiber is not for resale, reuse or sublease to any other organization. Subject to City approval or availability. Minimum 2-year lease.</p>	\$209.00
<p>Lateral Dark Fiber Local Government Agency with City of Burlington This is monthly billable fee per fiber, of dark fiber, leased from the City. This fee includes maintenance repair but not the termination equipment, installation fees, splicing fees, certification fees or permit fees. This fiber is not for resale, reuse or sublease to any other organization. Subject to City approval or availability. Minimum 2-year lease.</p>	\$104.50
<p>City Lit Fiber on a VLAN, Commercial, Exclude ISP This is billable per fiber, per port, of lit fiber, on a VLAN leased from the city. This is a monthly recurring fee. This fee includes maintenance. Minimum 3 year lease. Excludes City GPON equipment.</p>	\$287.38
<p>Dark Fiber within City of Burlington Commercial Use This is a monthly billable fee per fiber, of dark fiber, leased from the City. Includes maintenance repair but not the termination equipment, installation fees, splicing fees, certification fees or permit fees. Subject to city availability and approval. Minimum 2 year lease.</p>	\$365.75
<p>City Lit Fiber on a VLAN, Local Government Agency This is billable per fiber, per port of lit fiber, on a VLAN leased from the city. This is a monthly recurring fee. This fee includes maintenance. Minimum 2 year lease.</p>	\$78.38
<p>CWDM or DWDM Fiber Strand, Commercial use Exclude ISP Per fiber strand, per splitter port, per wavelength channel of commercial lit CWDM or DWDM fiber, if ISP service contract non-existent. Monthly fee includes maintenance. Minimum 2 year lease, excludes City GPON.</p>	\$130.63
<p>CWDM or DWDM Fiber strand, Local Government Agency Per fiber strand, per splitter port, per wavelength channel of commercial lit CWDM or DWDM fiber, if an inter-local agreement does not exist. Monthly recurring fee, including maintenance, excludes City GPON.</p>	\$57.48

Table 5 continued

<p>Full Cabinet Space Commercial This includes a 19” cabinet, restricted entry and 30 Amps AC UPS Power with standby generator, located in the designated City Co-Location Facility. This is a monthly recurring fee. Minimum 3 year lease.</p>	\$522.50
<p>Full Cabinet Space Local Government Agency This includes a 19” cabinet, restricted entry and 30 Amps AC UPS Power with standby generator, located in the designated City Co-Location Facility. This is a monthly recurring fee. Minimum 2 year lease.</p>	\$209.00
<p>Half Cabinet Space Commercial This includes a half 19” cabinet, restricted entry, 20 Amps AC UPS Power with standby generator, located in the designated City Co-Location Facility. This is a monthly recurring fee. Minimum 3 year lease.</p>	\$313.50
<p>Half Cabinet Space Local Agency This includes a 19” cabinet, restricted entry, 30 Amps AC UPS Power with standby generator, located in the designated City Co-Location Facility. This is a monthly recurring fee. Minimum 2 year lease.</p>	\$156.75
<p>One-Third Cabinet Space Commercial This includes 6U in a 19” cabinet, restricted entry, 15 Amps AC UPS Power with standby generator, located in the designated City Co-Location Facility. This is a monthly recurring fee. Minimum 3 year lease.</p>	\$182.88
<p>One-Third Cabinet Space Local Agency This includes 6U in a 19” cabinet, restricted entry, 15 Amps AC UPS Power with standby generator, located in the designated City Co-Location Facility. This is a monthly recurring fee. Minimum 3 year lease.</p>	\$78.38
<p>Rack-Unit Cabinet Space Commercial This includes the per 1U Rack space, restricted entry, no power, located in the City Co-Location facility. These Units not guaranteed to be contiguous. This is a monthly recurring fee, or AC UPS Powered up to 100W \$100.</p>	\$104.50
<p>Rack-Unit Cabinet Space Local Agency This includes the per 1U Rack space, restricted entry, no power, located in the City Co-Location facility. These Units not guaranteed to be contiguous. This is a monthly recurring fee, or AC UPS Powered up to 100W \$35.</p>	\$36.58
<p>Cabinet Setup Fee – Full This is a minimum billable per each installment and those requirements to install. This is a one-time startup fee.</p>	\$313.50
<p>Cabinet Setup Fee – One-half This is a minimum billable per each installment and those requirements to install. This is a one-time startup fee.</p>	\$209.00
<p>Cabinet Setup Fee – One-third This is a minimum billable per each installment and those requirements to install. This is a one-time startup fee.</p>	\$104.50
<p>Rack Unit Setup Fee – per RU (Rack Unit) This is a minimum billable per each installment and those requirements to install. This is a one-time startup fee, does not include terminations or installs.</p>	\$104.50
<p>Interconnect Fees This is billable per each cable (Simplex, Duplex, CAT5, or CAT6) installed between units, beyond initial setup fee. This is a per incidence fee.</p>	\$10.45
<p>Labor – Standard This is beyond initial setup fee and is billable per hour. This requires a 1 hr. minimum.</p>	\$88.83
<p>Labor – Overtime This is billable per hour when overtime is required for employees.</p>	\$156.75

Table 6. Miscellaneous Fees

Notary Services, Printing, and Faxing

Notary	\$3.00/non-city business
Photocopying & Printing (self-operated machine)	Black & White \$0.15/page
	Color \$0.50/page
Faxing	\$0/page domestic fax only, access as staff time allows

Business License

<i>Annual Gross Revenue – Resident</i>	<i>Fee</i>
\$0 - \$19,999.99	\$50.00 annually
\$20,000 - \$99,999.99	\$75.00 annually
> \$100,000.00	\$100.00 annually
<i>Annual Gross Revenue – Non-Resident</i>	<i>Fee</i>
\$0 - \$1,999.99	\$0.00 annually
>\$2,000.00	Refer to Resident Fees
Amusement Centers – devices will be charged annually	\$25.00/machine/year
Taxicabs	
Application fee (first time for each driver)	\$75.00
Renewal for following year	\$50.00
Taxicab company every year	\$125.00
Owners of cab company as driver	\$50.00

Rental of City Hall Facilities - Applicable category determined by City Administration Department

<i>User</i>	<i>City Council Chambers</i>
Non-profit group/residents of city	\$25.00/hour
Other government agency	\$50.00/hour
City business	N/C

Note: Custodial Fees/Setup Fees may be charged to any group at the rate of \$26.13/hour during normal hours and \$39.19/hour overtime.

Use of the facility by groups not listed will be decided on a case by case basis.

Other fees issued by the City directly:

Background Check Fee (BMC 5.08, 5.16, 5.20) 1 st Issuance & Annually - \$50.00	Taxi Drivers, Peddlers & Solicitors, Pawnbrokers & Secondhand Dealers
Amusement Centers (BMC 5.24) Per Machine - \$25.00	Devices will be charged annually
Septage Haulers Per Truck - \$50.00	Trucks will be charged annually

Table 7. Miscellaneous Fees Referenced in BMC

1.30.060 (E) Public Records.	
A. Physical (paper) Public Records: RCW 42.56.120	1-10 pages 8 ½ x 11" free; \$0.15/page thereafter and for other city copying
B. Electronic Public Records RCW 42.56.120	\$0.10/ minute of audio or video recording
	\$0.72/minute additional charge for staff time spent redacting requested body worn camera recordings
	\$0.05 for every four electronic files
	\$0.10/gigabyte transmitting records electronically
B. Inspection of Records RCW 42.56.120	\$0.10/page scanned into an electronic format
	There shall be no fee for the inspection of agency records on agency public internet website or scheduled at agency office. There shall be no fee for accessing or downloading records the agency routinely posts on its public interest internet website, unless the requested asks the agency for records to be provided through other means
D. Note:	The city may charge a customized service charge for exceptionally large records requests that require resources beyond what is normally available to the agency as per the criteria and process specified in Resolution.

3.18.075 Penalty for late payment	A. One to 15 days delinquency, 10 percent with a minimum penalty of \$10.00; B. After 15 days delinquency, 15 percent with a minimum penalty of \$10.00.
5.20.050 Pawnbroker & Secondhand Dealer.	\$.50/transaction
6.05.050 and 6.05.060 Dog license – Fees.	
A. For altered dogs (spayed or neutered)	\$no charge
B. For dogs not altered (not spayed or neutered)	\$20.00
C. Replacement tag	\$1.00
D. Potentially dangerous dog	\$250 initial / \$50 renewal
E. Dangerous dog	\$500 initial / \$100 renewal
F. Service animals	Dogs exempt from licensing fees
6.05.060 Free dog license for owners 68+ years	
6.06.060 Liability insurance – Bond or insurance – Required for animals declared	A. Surety bond in the sum of at least \$250,000 for the dangerous dog; or liability insurance of at least \$250,000 B. Surety bond in the sum of at least \$25,000 for the potentially dangerous dog; or liability insurance of at least \$25,000
6.06.070 Hearings	\$15.00/day if in custody during hearings \$65.00 for destroying the dog
6.12.040 Exotic animals	\$250 plus surety bond or insurance for \$25,000
Dog Detaining Fee	\$100 + \$5/day up to \$125 SPOT contract
8.04.170 Charges – Fee schedule – Payment delinquent (garbage)	12%/annum until paid
9.72.080 Permit fees – FIREWORKS	\$100.00/public display of fireworks

Additional Miscellaneous Fees:

CFR 22.1 Schedule of Fees: Passport and Citizenship Services Administrative local agent fee for executing passport application: Maximum allowed under CFR 22.1

Table 8. RECREATION PROGRAMS

Recreation Program fees are established at amounts to recover direct costs. In general the following formulas are used to determine fees.

INSTRUCTIONAL PROGRAMS ORGANIZED BY BPR STAFF AND PERFORMED/INSTRUCTED BY CONTRACTOR

Fees paid to the city to participate in instructional programs organized by BPR staff and performed/instructed by one or more contractors shall be determined by the following formula:

- Total contract price for instructor(s) – divided-by - the minimum number of spaces available + 30% City overhead fee = Registration fee rounded to nearest whole dollar.
 - When the City collects a supply fee for recreation programs the fee is no subject to the overhead percentage and is payable to the instructor.
 - In order to promote and expand events/recreation programs the Parks and Recreation Director is authorized to adjust fees to promote events/recreation programs.

Organizations that collect fees directly from participants and provide compensations to the city shall be determined by the following:

- City compensation shall be specified in the city contract negotiated with the specific organization to conduct the program/camp and collect the fees. The City Parks and Recreation staff may negotiate a set percentage of gross fees collected by the organization, a set dollar amount per enrolled participant, an amount per hour, or a flat fee per program/camp to be paid by the organization to the city as compensation. All contracts must be approved by the Parks and Recreation Director and the Mayor.
- In order to promote and expand events/recreation programs the Parks and Recreation Director is authorized to adjust fees to promote events/recreation programs.

PROGRAMS, EVENTS, & CAMPS ORGANIZED BY BPR STAFF AND PERFORMED/INSTRUCTED BY BPR STAFF

Fees paid to the city to participate in programs, events, and camps organized and performed/instructed by Parks and Recreation staff shall be determined by the following formula:

- Direct Program Costs - divided-by – the minimum number of spaces available + 30% City overheadfee = Registration fee rounded to the nearest whole dollar.
- In order to promote and expand recreation programs the Parks and Recreation Director is authorized to adjust fees to promote events/recreation programs.

FEES FOR DESIGNATED CITY EVENTS

- Food, merchandise, and service vendors selling items at *designated* city events will be charged a participation fee instead of a vendor permit fee. The participation fee will be established for an event based on the event's scope and anticipated attendance. The fee paid by each vendor will be dependent on the booth size selected by the vendor:
 - 10'x10' space = \$47.03-\$78.38
 - 10'x20' space = \$99.28-\$130.63
 - 10'x30' space = \$141.08-\$172.43
 - +\$20.90 p/day to access to City utilities

GENERAL

- In order to promote and expand events/recreation programs the Parks and Recreation Director is authorized to adjust fees to promote events/recreation programs.
- No facility rental or park/field use fees are charged for Parks and Recreation Department staffed or contracted programs/events.

- No facility rental or park/field use fees are charged to agencies with Joint Use Agreements or City Co- Sponsorship as stated in the specific agreements.

Recreation Program Fees continued

RECREATION PROGRAM CANCELLATIONS, DISCOUNTS, REFUNDS

CANCELLATIONS

- Cancellation requests received prior to registration deadline Full Refund minus \$10.45 No Refund
- Cancellation requests received after registration deadline No Refund
- Participants who no-show for program Full Refund minus \$10.45 and unrecoverable expenses
- Cancellation requests with extenuating circumstance
- A full refund will be given to participant if Burlington Parks and Recreation cancels a program.
- Participant cancellation requests must be received by Burlington Parks and Recreation in writing.

DISCOUNTS

- “Multiple Child/Person” discount: A discount may be offered to households registering more than 1 participant in a program. The discount would be available for participation in designated programs only.

REFUND/REIMBURSEMENT

- As predetermined by program policy, persons who complete a recreation program as a volunteer Head Coach or in another *designated* volunteer role shall be eligible to receive refund of a paid registration fee. The refund will be limited to the registration fee of 1 participant per team/program up to a maximum of 2 teams/programs per coach/volunteer per season.

Table 9. Parks Field & Facility Rental Fees

FIELD RENTAL FEES

Leagues, Camps/Clinics, Single/Incidental Use

Baseball/Softball (per field)	Youth B-E Service Area	Youth Non-Profit	Youth Organization	Adult Non-Profit	Adult Organization	Comments
Practice	\$0 p/hour	\$4.18 p/hour	\$6.27 p/hour	\$10.45 p/hour	\$12.54 p/hour	Minimum 2-hour rental
Games	\$6.27 p/hour	\$8.36 p/hour	\$10.45 p/hour	\$20.90 p/hour	\$25.08 p/hour	Minimum 2-hour rental (1-hour T-Ball)

Grass Fields Skagit River Park Complex (per field)	Youth B-E Service Area	Youth Non-Profit	Youth Organization	Adult Non-Profit	Adult Organization	Comments
Practice Up to 80yds x 125yds	\$0 p/hour	\$7.32 p/hour	\$9.41 p/hour	\$14.63 p/hour	\$16.72 p/hour	Minimum 2-hour rental
Games:						
Standard Field Up to 80yds x 125yds	\$12.54 p/hour	\$14.63 p/hour	\$16.72 p/hour	\$29.26 p/hour	\$31.35 p/hour	Minimum 2-hour rental
Micro Field Up to 30yds x 45yds	\$4.18 p/hour	\$6.27 p/hour	\$8.36 p/hour	N/A	N/A	Minimum 1-hour rental
Skagit River Park-Full Lobe 1-10 Standard Fields	\$802.56 p/day	\$936.32 p/day	\$1,070.08 p/day	\$1,872.64 p/day	\$2,006.40 p/day	
Skagit River Park-Half Lobe 1-5 Standard Fields	\$401.28 p/day	\$509.96 p/day	\$535.04 p/day	\$936.32 p/day	\$1,003.20p/day	

CANCELLATIONS, CHANGES, REFUNDS

- In cases where playfield reservations are cancelled by the City, cancellation/change penalty fees shall be waived and Organizer will be refunded or not billed, whichever shall apply.

CAMPS/CLINICS and SINGLE/INCIDENTAL FIELD USE

- Cancellations received 30-days or more prior to start of reservation: 50% of Field Rental Fee and 100% of Miscellaneous Fees (portable restrooms, field lining, etc.) are refunded.
- Cancellations received 29-days or less prior to start of reservation: No Refund of Field Rental Fee; No refund of unrecoverable Miscellaneous Fees (portable restrooms, field lining, etc.).
- No Shows: 100% of Field Rental Fee and Miscellaneous Fees (portable restrooms, field lining, etc.) are forfeit.

LEAGUE FIELD USE

- If a coach or umpire determines a field is unplayable after being determined playable by Parks Department staff, League Organizer must advise the Parks Supervisor, in writing, within 48-hours in order to receive credit or to arrange for rescheduling.
- League Organizer must notify the Parks Supervisor in writing at least 7-days prior to the scheduled reservation date if they desire to cancel and receive a refund or to not be billed, whichever applies.
- Changes to any contract will NOT be considered official until written confirmation from the Parks Supervisor is received by League Organizer. Changes to any contract will require at least 7-days prior notice.
- No Shows: Field Rental Fee and all applicable Miscellaneous Fees are forfeit.

The Parks and Recreation Director is authorized to adjust fees in limited circumstances as an incentive to expand the amount of field usage and/or usage variety to help promote field use in Burlington.

Table 9. Parks Field & Facility Rental Fees continued

FIELD RENTAL FEES

Tournaments & Special Events

Baseball/Softball (per field)	Youth Non-Profit	Youth Organization	Adult Non-Profit	Adult Organization	Commercial/ Special Event	Comments
Baseball-Skagit River Park	\$75.24 p/day	\$104.50 p/day	\$183.92 p/day	\$225.72 p/day	N/A	4 Diamonds 60' Base Paths
Softball-Skagit River Park	\$75.24 p/day	\$104.50 p/day	\$183.92 p/day	\$225.72p/day	N/A	4 Diamonds 45'-60' Base Paths
						2 Diamonds

Baseball-Rotary Park	\$75.24 p/day	\$104.50 p/day	\$183.92 p/day	\$225.72 p/day	N/A	90' Base paths
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Grass Fields Skagit River Park Complex	Youth Non-Profit	Youth Organization	Adult Non-Profit	Adult Organization	Commercial/ Special Event	Comments
East or West - Full Lobe	\$2,241.53 /day	\$2,343.94 /day	\$2,547.71 /day	\$2,649.08 /day	\$2,955.26 /day	10 Standard Fields (80yds x 125yds)
East or West - Half Lobe	\$1,121.29 /day	\$1,172.49 /day	\$1,273.86 /day	\$1,325.06 /day	\$1,477.63 /day	5 Standard Fields (80yds x 125yds)
Dike District Playfields	\$448.31 /day	\$469.21 /day	\$509.96/day	\$529.82 /day	\$591.47 /day	2+ Standard Fields (80yds x 125yds)

REFUNDABLE SECURITY DEPOSIT*

Description	Amount	
Baseball/Softball	\$500.00	
Grass Fields-Skagit River Park	\$2,000.00	Up to 20 Standard Fields (80yds x 125yds)
	\$1,000.00	Up to 10 Standard Fields (80yds x 125yds)
	\$500.00	Up to 5 Standard Fields (80yds x 125yds)
Grass Fields-Dike District	\$500.00	1-2+ Standard Fields (80yds x 125yds)

*Paid at time of reservation confirmation

CANCELLATIONS, CHANGES, REFUNDS

- In cases where playfield reservations are cancelled by the City, cancellation/change penalty fees shall be waived and Organizer will be refunded or not billed, whichever shall apply.
- Organizer will forfeit security deposit for cancellations received 14-days or more prior to reservation start date.
- Organizers of new tournaments will forfeit 25% of security deposit for cancellations received 14-days or more prior to reservation date. A new tournament is described as a tournament hosted for 2 or less years in Burlington.
- Organizers will forfeit security deposit and 50% of all field rental fees and 100% of any unrecoverable miscellaneous fees (portable restrooms, field lining, etc.) for cancellations received 13-days or less prior to reservation start date.
- No Show: Organizers will forfeit security deposit and 100% of all field rental and miscellaneous fees (portable restrooms, field lining, etc.)

The Parks and Recreation Director is authorized to adjust fees in limited circumstances as an incentive to expand the amount of field usage and/or usage variety to help promote field use in Burlington.

Table 9. Parks Field & Facility Rental Fees continued

COURT RENTAL FEES					
Description		per Hour per Court	per Day per Court	per Day per Complex	Comments:
Sand Volleyball Courts	Rotary Park	\$5.23	\$31.35	\$104.50	4-Court Complex
Grass Volleyball Court	Rotary Park	N/A	\$37.62	N/A	Up to 50' x 80'
Basketball Courts	Maiben Park	\$5.23	\$20.90	\$52.25	3-Court Complex
<ul style="list-style-type: none"> • If City staff cancels or declares a safety closure, renter will receive full refund • Date Change: All fees transfer with <u>first</u> date change. Additional date changes are considered cancellations • Cancellations received 14-days or more prior to rental: 50% of rental fee refunded • Cancellations received 13-days or less prior to rental: No refund • No Show: Renter forfeits all fees associated with rental 					

MISCELLANEOUS FEES		
Description	Amount	Comments
Field Lining Fees:		
Field Lining - Standard	\$151.53 per field	includes paint, staff time
Field Relining - Standard	\$67.93 per field	includes paint, staff time
Field Lining - Detailed	\$271.70 per field	includes paint, staff time (detailed lines or large field)
Field Relining- Detailed	\$135.85 per field	includes paint, staff time (detailed lines or large field)
Field Lining - Micro	\$57.48 per field	includes paint, staff time (up to 30yds x 45yds)
Field Relining - Micro	\$36.58 per field	includes paint, staff time (up to 30yds x 45yds)
Field Lining Paint	Market Price	
Staff Assistance	\$41.80 per hour	
Portable Restrooms:		
	Contracted Rate	includes standard weekly service
Vendor Permit:		
Food Vendor	\$41.80 per event	non-refundable
Merchandise/Service	\$10.45 per event	non-refundable
Vendor Utility Fee	\$20.90 per day	
Special Event Permit:		
Standard Event Permit	\$52.25 per application	non-refundable
Low-Impact Event Permit	\$26.13 per application	non-refundable
Community Garden:		
Pea Patch Garden Plot	\$52.25 per plot, per year	non-refundable
RV Parking:		
Whitmarsh RV Slip	\$31.35 per night	
SRP Concessions:		
Concession Room	\$52.25 per day	

Table 9. Parks Field & Facility Rentals continued

FACILITY RENTAL FEES

NON-PROFIT GROUPS/ GOVERNMENT AGENCIES

The following rates are available to non-profit groups with 501c filing and government agencies only. The group/agency's purpose must be non-religious and non-political in nature. Eligibility criteria can be found in rental packet.

Senior/Community Center 1011 Greenleaf Avenue	Rental Fee <u>Per Hour</u>	Security <u>Deposit</u> <i>No alcohol</i>
Community Hall & Kitchen	\$26.13	\$313.50
Multi-Purpose Room	\$26.13	\$313.50
Crafts Room	\$26.13	\$104.50
Conference Room	\$20.90	\$104.50
All 4 Rooms	\$52.25	\$522.50

Site Supervisor Fee, p/hour \$26.13 (when scope of event dictates additional staff requirement)

Maiben House 219 S. Skagit Street	Rental Fee <u>Per Hour</u>	Security <u>Deposit</u> <i>No alcohol</i>
Monday-Sunday	\$10.45	\$313.50

Parks & Recreation Building 900 E. Fairhaven Avenue	Rental Fee <u>Per Hour</u>	Security <u>Deposit</u> <i>No alcohol</i>
<i>(Monday-Friday Only)</i>		
6:00AM-9:00AM, Mon-Fri	\$5.23	\$313.50
5:00PM-9:00PM, Mon-Fri	\$26.13	\$313.50

Site Supervisor Fee, p/hour \$26.13 (when scope of event dictates additional staff requirement)

CANCELLATIONS, CHANGES, REFUNDS

- Renter will receive full refund if City staff have cause to cancel a confirmed reservation or declare a safety closure.
- Date changes must be confirmed with Parks & Recreation at least 1-business day in advance of the original date. Changes are subject to facility and staff availability, and payment of any additional rental fees that may be applicable.
- Cancellations of confirmed reservations received at least 1-business day in advance of reservation date will result in loss of rental fees. Security deposit will remain refundable.
- Organization’s security deposit will be forfeit when terms of the rental agreement are violated.
- No-Shows will forfeit the organization’s security deposit *and* rental fees.
- The City reserves the right to reschedule an organization’s confirmed reservations in the event that the facility is needed to accommodate a City supported activity. Every effort will be made to relocate the Non-Profit/Government organization for the scheduled date. A minimum of one week notice will be given. Full refund will be given if agreeable alternate arrangements cannot be made.

Table 9. Parks Field & Facility Rentals continued

PICNIC SHELTER RENTAL FEES		
FEE DESCRIPTION	FEE AMOUNT	
MONDAY – FRIDAY	Resident	Non-Resident
Maiben Shelter – East or West	\$62.70/day	\$99.28/day
Whitmarsh Horseshoe Pits Shelter	\$67.93/day	\$114.95/day
Rotary Park Shelter	\$52.25/day	\$78.38/day
SATURDAY & SUNDAY		
Maiben Shelter – East or West	\$67.93/day	\$120.18/day
Whitmarsh Horseshoe Pits Shelter	\$73.15/day	\$130.63/day
Rotary Park Shelter	\$57.48/day	\$94.05/day
Non-Profit Organizations		
<ul style="list-style-type: none"> • Non-profit/governmental organizations whose purpose or activity is non-religious and non-political in nature • Applicable deposit fees apply • Eligibility criteria found in rental packet 		
Any Picnic Shelter	\$5.23/hr.	per shelter
Cancellations, Changes, Refunds		
<ul style="list-style-type: none"> • If City staff cancels or declares a safety closure renter will receive full refund of all fees. • Date Change: All fees transfer with first date change. • Cancellations received 14 days or more prior to rental: \$50% of fees refunded • Cancellations received 13 days or less prior to rental: No Refund • No Shows: Renter forfeits rental fees 		

Table 10. Cemetery Fees

<u>FEE DESCRIPTION</u>	<u>FEE AMOUNT</u>
Lot Sales	
Original Cemetery Plat, 1st/2nd/3rd/4th additions, Section One of the 1948 Plat	\$992.75
West half of Section Two 1948 Plat (Azalea Garden) and Section Three, Four, Five and Six of the 1948 Plat (Legion, Magnolia, Cedar & Evergreen Gardens)	\$992.75
Urn Garden of Section Two 1948 Plat	\$574.75
Children's Garden, Section Two 1948 Plat (Infants Only) FULL	\$433.68
Children's Garden, Section Two 1948 Plat (Infants Only) HALF	\$219.45
Columbarium (Single/Double Remains)	\$867.35
Opening and Closing	
Opening and closing of standard grave	\$1,333.42
Opening and closing of child's grave	\$627.00
Opening and closing of urn site	\$476.52
Opening and closing of oversized	\$1,635.43
Opening and closing of infant grave	\$447.26
Opening and closing of Columbarium niche	\$344.85
Other Fees	
Service: Tent, Chairs & Greens	\$209.00
Inscription of single niche	\$235.13
Library Stock Design Element	\$52.25
Email Drawing/Proof	\$52.25
Additional charge for all Saturday interments	\$501.60
Saturday interments scheduled without at least 48 hours' notice double regular fee	\$1,003.20
Additional fee for services scheduled after 3:00pm	\$350.08
No Sunday or City observed holiday interments permitted	
No interments permitted on Friday, Saturday, Sunday or Monday of Memorial Day weekend	
Wilburt Vault (Handling Fee)	\$198.55
Opening and closing of Wilbert Vaults	\$1,463.00
Opening and closing of Wilbert Way Vaults	\$1,060.68
Disinterment - Full	\$1,358.50
Disinterment - Child	\$1,227.88
Disinterment - Urn	\$229.90
Relocation within cemetery - Full	\$1,729.48
Relocation within cemetery - Child	\$1,086.80
Relocation within cemetery – Urn	\$282.15
Note: if the cost of materials and supplies to the City exceeds the amounts listed above, additional fees may be charged based on actual costs of materials and supplies incurred by the city.	

Table 10. CEMETERY FEES continued

CEMETERY	
<u>FEE DESCRIPTION</u>	<u>FEE AMOUNT</u>
Headstones and Markers:	
Minimum setting fee	\$62.70
Maximum setting fee	\$229.90
Single name headstone	\$0.52 p/square inch
Double name headstone	\$0.52 p/square inch
Resetting of stones	\$96.14
Additional fee for bronze military marker base	\$257.07
Aluminum Vase:	
Additional or Replacement	\$36.58 (Excluding applicable taxes)
Liners:	Fee (Excluding applicable taxes)
Standard Grave	\$715.83
Child's Grave	Actual Cost
Urn Site	\$209.00
Adult Oversized Grave	Actual Cost
Infant Grave	Actual Cost
Note: if the cost of materials and supplies to the City exceeds the amounts listed above, additional fees may be charged based on actual costs of materials and supplies incurred by the city.	

-- END --