A RESOLUTION OF THE CITY OF SPOKANE VALLEY, SPOKANE COUNTY, WASHINGTON, REPEALING AND REPLACING RESOLUTION 18-010, AND APPROVING THE 2020 MASTER FEE SCHEDULE, AND OTHER MATTERS RELATING THERETO.

WHEREAS, it is the general policy of the City to establish fees that are reflective of the cost of services provided by the City; and

WHEREAS, the City uses a resolution to establish the schedule of fees for City programs, permits and services, and periodically the fee resolution and fee schedule must be amended to incorporate new or modified services; and

WHEREAS, Council desires to amend the resolution and accompanying fee schedule.

NOW THEREFORE, be it resolved by the City Council of the City of Spokane Valley, Spokane County, Washington, as follows:

Section 1. The amendments needed at this time are incorporated into the attached schedules and include new fees and changes to existing fees.

Section 2. Repeal. Resolution 18-010 is hereby repealed in its entirety.

Section 3. Effective Date. This Resolution shall be in full force and effect January 1, 2020.

Approved this 17th day of December, 2019.

ATTEST:

Christine Bainbridge, City Clerk

CITY OF SPOKANE VALLEY

L.R. Higgins/ Mayor

Approved as to form:

Office of the City Attorney
# MASTER FEE SCHEDULE

<table>
<thead>
<tr>
<th>Fee Schedule</th>
<th>Page No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Schedule A: Planning</td>
<td>3</td>
</tr>
<tr>
<td>Schedule B: Building</td>
<td>5</td>
</tr>
<tr>
<td>Schedule C: Parks and Recreation</td>
<td>10</td>
</tr>
<tr>
<td>Schedule D: Administrative</td>
<td>13</td>
</tr>
<tr>
<td>Schedule E: Other Fees</td>
<td>14</td>
</tr>
<tr>
<td>Schedule F: Police Fees</td>
<td>14</td>
</tr>
</tbody>
</table>
### MASTER FEE SCHEDULE
#### Schedule A – Planning

<table>
<thead>
<tr>
<th>AMENDMENTS</th>
<th>FEE AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Comprehensive Plan Amendment</td>
<td>$1,500.00</td>
</tr>
<tr>
<td>Zoning or other code text amendment</td>
<td>$1,500.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>APPEALS</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Appeal of Administrative Decision</td>
<td>$1,050.00</td>
</tr>
<tr>
<td>Appeal of Hearing Examiner Findings</td>
<td>$315.00</td>
</tr>
<tr>
<td>Transcript/record deposit on Appeals of Hearing Examiner Decisions</td>
<td>$157.00</td>
</tr>
<tr>
<td>Appeal of Administrative Decision - Code Enforcement Final Decision pursuant to chapter 17.100 SVMC</td>
<td>$500.00 unless otherwise waived pursuant to SVMC 17.110</td>
</tr>
</tbody>
</table>

### ENVIRONMENTAL REVIEW

<table>
<thead>
<tr>
<th>STATE ENVIRONMENTAL POLICY ACT (SEPA)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Single Dwelling (when required)</td>
<td>$100.00</td>
</tr>
<tr>
<td>All other developments</td>
<td>$350.00</td>
</tr>
<tr>
<td>Environmental Impact Statement (EIS) Review, minimum deposit</td>
<td>$2,200.00</td>
</tr>
<tr>
<td>Addenda of existing EIS Review</td>
<td>$350.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SHORELINE</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Substantial Development Permit</td>
<td>$840.00</td>
</tr>
<tr>
<td>Shoreline Exemption</td>
<td>$420.00</td>
</tr>
</tbody>
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### CRITICAL AREAS

<table>
<thead>
<tr>
<th>FLOODPLAIN PERMIT</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Floodplain Permit not associated with a subdivision</td>
<td>$315.00</td>
</tr>
<tr>
<td>Floodplain Permit associated with a subdivision</td>
<td>$315.00 + $52.00 per lot</td>
</tr>
<tr>
<td>Small Cell Permit Application</td>
<td>$500.00 for up to five sites + $100.00 per additional site</td>
</tr>
</tbody>
</table>

### OTHER PERMITS

<table>
<thead>
<tr>
<th>HOME OCCUPATION PERMIT AND ACCESSORY DWELLING UNITS (ADU)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Conditional Use Permit</td>
<td>$840.00</td>
</tr>
<tr>
<td>Temporary Use Permit</td>
<td>$157.00</td>
</tr>
</tbody>
</table>

### LAND USE ACTIONS

<table>
<thead>
<tr>
<th>SUBDIVISIONS</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Preliminary plat</td>
<td>$2,324.00 + $40.00 per lot</td>
</tr>
<tr>
<td>Final Plat</td>
<td>$1,424.00 + $10.00 per lot</td>
</tr>
<tr>
<td>Time extensions – file review and letter</td>
<td>$80.00</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SHORT PLATS</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Preliminary 2 to 4 lots</td>
<td>$1,224.00</td>
</tr>
<tr>
<td>Final plat 2 to 4 lots</td>
<td>$924.00</td>
</tr>
<tr>
<td>Preliminary plat 5 to 9 lots</td>
<td>$1,424.00 + $25.00 per lot</td>
</tr>
<tr>
<td>Final plat 5 to 9 lots</td>
<td>$1,224.00 + $10.00 per lot</td>
</tr>
<tr>
<td>Time extensions – file review and letter</td>
<td>$80.00</td>
</tr>
</tbody>
</table>
Plat Alteration
Subdivision plat $682.00
Short plat $278.00

Plat Vacation $1,474.00

Binding Site Plan
Binding site plan alteration $278.00
Change of Conditions $650.00
Preliminary binding site plan $1,674.00
Creating lots within final binding site plan via Record of Survey $500.00
Final Binding Site Plan $924.00

Aggregation/Segregation
Lot line adjustment $105.00
Lot line elimination $105.00
Zero lot line $105.00 + $10.00 per lot

SIGNS
Review of permanent sign $50.00 + $25.00 if public works review needed
Review of temporary sign $50.00

OTHER
Administrative Exception $315.00
Variance $1,575.00
Administrative Interpretations $100.00

NEW RESIDENTIAL SITE PLAN REVIEW $50.00

SITE PLAN REVIEW - PER DIVISION REVIEW $275.00

STREET VACATION APPLICATION $1,365.00

Pre-application Meetings $250.00
Fees shall be deducted from land use application, building permit or commercial permit application fee when application is filed within one year of pre-application meeting.

ZONING
Zoning map amendments (rezone)* $1,650.00
Planned residential development plan $1,575.00 + $26.00 per lot
Planned residential development modification $525.00
Zoning letter $210.00
*If rezone is combined with other action(s), cost of other action(s) is additional
Schedule B – Building

Fee Payment
Plan review fees are collected at the time of application. Such fees may be adjusted during plan review. Overage or under payments shall be appropriately adjusted at the time of permit issuance.

Plan review fees are separate from and additional to building permit fees. Permit fees and any other unpaid fees shall be collected prior to issuance of the permit.

Fees for outside professional services required during the permit process shall be paid by the applicant. Examples of outside professional services include review by contract reviewers, special inspection or construction services, consultant services for special topics, surveying or other services required to determine compliance with applicable codes.

Fee Refund Policy. Refunds authorized under this policy apply only to Schedule B.

PLAN REVIEW FEES
- Plan review fees are non-refundable once any plan review work has been started.
- Paid plan review fees may be refunded when an eligible request is received in writing.
- At a minimum, a $35.00 administrative fee shall be retained.
- If the paid plan review fee is less than $35.00, no refund is authorized.
- If the paid plan review fee is more than $35.00, the amount for refund shall be calculated at the rate of 100% of the paid plan review fee minus $35.00.

PERMIT FEES
- Permit fees are non-refundable once work authorized by the permit has begun.
- Paid permit fees may be refunded when an eligible request is received in writing.
- At a minimum, a $35.00 administrative fee will be retained when fees are refunded.
- If the paid permit fee is less than $35.00, no refund is authorized.
- If the paid permit fee is more than $35.00, the refund shall be calculated at the rate of 95% of the paid permit fee minus $35.00.

For any application taken or permit issued in error, a full refund of fees paid shall be made. No portion of the paid fees shall be retained.

FEES

GENERAL
Hourly Rate for City Employees $61.00
Overtime rate for City Employees (1.5 times regular rate) $92.00
Investigation fee: Work commenced without required permits Equal to permit fee
Replacement of lost permit documents Hourly rate; 1 hour minimum

Revisions to plans requested by the applicant or permit holder shall be charged the hourly rate with a minimum of one hour. Revised plans submitted in response to reviewer correction letters are not subject to the hourly assessment.

**BUILDING PERMIT:**
Building permit fees for each project are set by the following fees. The figures below shall be used to determine the building permit fees and plans check fees based on the value of the construction work as stated by the applicant or the value calculated by the Building Official using the latest valuation data published in the *Building Safety Journal* by the International Code Council, whichever value is greater.

**Valuations not listed in the Building Safety Journal:**

<table>
<thead>
<tr>
<th>Building Type</th>
<th>Valuation Per Square Foot</th>
</tr>
</thead>
<tbody>
<tr>
<td>Residential garages/storage buildings (wood frame)</td>
<td>$19.00</td>
</tr>
<tr>
<td>Residential garages (masonry)</td>
<td>$22.00</td>
</tr>
<tr>
<td>Miscellaneous residential pole buildings</td>
<td>$19.00</td>
</tr>
<tr>
<td>Residential carports, decks, porches</td>
<td>$15.00</td>
</tr>
</tbody>
</table>

**Building Permit Fee Calculation**

<table>
<thead>
<tr>
<th>Total Valuation</th>
<th>Building Permit Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>$1.00 to $25,000.00</td>
<td>$69.25 for first $2,000.00 +</td>
</tr>
<tr>
<td></td>
<td>$14.00 for each additional $1,000.00 (or fraction thereof)</td>
</tr>
<tr>
<td></td>
<td>Up to and including $25,000.00</td>
</tr>
<tr>
<td>$25,001.00 to $50,000.00</td>
<td>$391.25 for first $25,000 +</td>
</tr>
<tr>
<td></td>
<td>$10.10 for each additional $1,000.00 (or fraction thereof)</td>
</tr>
<tr>
<td></td>
<td>Up to and including $50,000.00</td>
</tr>
<tr>
<td>$50,001.00 to $100,000.00</td>
<td>$643.75 for first $50,000.00 +</td>
</tr>
<tr>
<td></td>
<td>$7.00 for each additional $1,000.00 (or fraction thereof)</td>
</tr>
<tr>
<td></td>
<td>Up to and including $100,000.00</td>
</tr>
<tr>
<td>$100,001.00 to $500,000.00</td>
<td>$993.75 for first $100,000 +</td>
</tr>
<tr>
<td></td>
<td>$5.60 for each additional $1,000.00 (or fraction thereof)</td>
</tr>
<tr>
<td></td>
<td>Up to and including $500,000.00</td>
</tr>
<tr>
<td>$500,001.00 to $1,000,000.00</td>
<td>$3,233.75 for first $500,000.00 +</td>
</tr>
<tr>
<td></td>
<td>$4.75 for each additional $1,000.00 (or fraction thereof)</td>
</tr>
<tr>
<td></td>
<td>Up to and including $1,000,000.00</td>
</tr>
<tr>
<td>$1,000,001 and up</td>
<td>$5,608.75 for first $1,000,000.00 +</td>
</tr>
<tr>
<td></td>
<td>$3.15 for each additional $1,000.00 (or fraction thereof)</td>
</tr>
</tbody>
</table>

**Plan Review Fee Calculation**

<table>
<thead>
<tr>
<th>Plan Review Fee (general)</th>
<th>% of Building Permit Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Plans review fee (general)</td>
<td>65%</td>
</tr>
<tr>
<td>Plans review fee – Group R-3 occupancies (single family less than 7,999 sq. ft.)</td>
<td>40%</td>
</tr>
<tr>
<td>Plans review fee – Group R-3 occupancies (single family 8,000 sq. ft. or more)</td>
<td>65%</td>
</tr>
<tr>
<td>Plans review fee – Group U occupancies (sheds, barns, et.)</td>
<td>25%</td>
</tr>
</tbody>
</table>

Initial Plan Review Fees are capped at $35,000 not including pass-through expenses for outside review as noted in the “Fee Payment” section of this schedule.
**OTHER BUILDING PERMITS:**

Over-the-Counter Service $61.00 flat fee

Demolition Permit
- Single Family Residence $46.00 flat fee
- Commercial Buildings $131.00 flat fee
- Garage or accessory building associated with residence or commercial building $21.00 flat fee

Foundation Only: 25% of building permit fee

Swimming Pools, over 2 feet in depth $52.00 + plumbing fees

Re-roof (no plan review charge unless submitted for review) Based on Project Valuation

Change of Use or Occupancy Classification Permit Hourly

Towers, elevated tanks, antennas Hourly

**GRADING PERMIT:**

<table>
<thead>
<tr>
<th>Cubic Yards Range</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>100 cubic yards (cu yd) or less</td>
<td>$21.00</td>
</tr>
<tr>
<td>101 to 1,000 cubic yards</td>
<td>$21.00 for first 100 cu yd + $7.00 each additional 100 cu yd</td>
</tr>
<tr>
<td>1,001 to 10,000 cubic yards</td>
<td>$88.00 for first 1,000 cu yd + $6.00 each additional 1,000 cu yd</td>
</tr>
<tr>
<td>10,001 to 100,000 cubic yards</td>
<td>$154.00 for first 10,000 cu yd + $15.00 each additional 10,000 cu yd</td>
</tr>
<tr>
<td>100,001 to 200,000 cubic yards</td>
<td>$386.00 for first 100,000 cu yd + $15.00 each additional 100,000 cu yd</td>
</tr>
<tr>
<td>200,000 or more cubic yards</td>
<td>$528.00 for first 200,000 cu yd + $15.00 for each additional 200,000 cu yd</td>
</tr>
</tbody>
</table>

**GRADING PLAN REVIEW FEE:**

<table>
<thead>
<tr>
<th>Cubic Yards Range</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>50 cubic yards or less</td>
<td>No Fee</td>
</tr>
<tr>
<td>51 to 100 cubic yards</td>
<td>$12.00</td>
</tr>
<tr>
<td>101 to 1,000</td>
<td>$21.00</td>
</tr>
<tr>
<td>1,001 to 10,000</td>
<td>$27.00</td>
</tr>
<tr>
<td>10,001 to 100,000</td>
<td>$27.00 for first 100,000 cu yd + $7.00 each additional 10,000 cu yd</td>
</tr>
<tr>
<td>100,001 to 200,000</td>
<td>$104.00 for first 100,000 cu yd + $6.00 for each additional 100,000 cu yd</td>
</tr>
<tr>
<td>200,001 or more</td>
<td>$166.00</td>
</tr>
<tr>
<td>Land Clearing Only (without earth being moved)</td>
<td>$68.00</td>
</tr>
<tr>
<td>Paving Permit (greater than 5,000 sq. ft. – new paving only)</td>
<td>$263.00</td>
</tr>
</tbody>
</table>
**MECHANICAL PERMIT:**
Plan review fees for mechanical permits shall be collected at the time of application as noted in the “Fee Payment” section of this schedule. Permit fees shall be collected when the permit is issued. If submitted as part of a building permit application, the unit costs are added, but not the “basic” fee for issuing the permit.

**Mechanical Permit Fees**

**A. BASIC FEES**
1. Basic fee for issuing each permit $37.00
2. Basic fee for each supplemental permit $8.00

**B. UNIT FEES (in addition to the basic fee)**
   1. Installation or relocation of Furnaces and suspended heaters
      a. up to and including 100,000 btu $13.00
      b. over 100,000 btu $16.00
   2. Duct work system $11.00
   3. Heat pump and air conditioner
      a. 0 to 3 tons $13.00
      b. over 3 tons to 15 tons $21.00
      c. over 15 tons to 30 tons $26.00
      d. over 30 tons to 50 tons $37.00
      e. over 50 tons $63.00
   4. Gas water heater $11.00
   5. Gas piping system $1.00 per outlet
   6. Gas log, fireplace, and gas insert installation $11.00
   7. Appliance vents installation; relocation; replacement $10.00 each
   8. Boilers, compressors, and absorption systems
      a. 0 to 3 hp – 100,000 btu or less $13.00
      b. over 3 to 15 hp – 100,001 to 500,000 btu $21.00
      c. over 15 – 30 hp – 500,001 to 1,000,000 btu $26.00
      d. over 30 ph – 1,000,001 to 1,750,000 btu $37.00
      e. over 50 hp – over 1,750,000 btu $63.00
   9. Air Handlers
      a. each unit up to 10,000 cfm, including ducts $13.00
      b. each unit over 10,000 cfm $16.00
   10. Evaporative Coolers (other than portable) $11.00
   11. Ventilation and Exhausts
      a. each fan connected to a single duct $11.00
      b. each ventilation system $13.00
      c. each hood served by mechanical exhaust $13.00
   12. Incinerators
      a. residential installation or relocation $21.00
      b. commercial installation or relocation $23.00
   13. Unlisted appliances
      a. under 400,000 btu $52.00
      b. 400,000 btu or over $105.00
   14. Hood
      a. Type I $52.00
      b. Type II $11.00
   15. LP Storage Tank $11.00
   16. Wood or Pellet Stove insert $11.00
   17. Wood stove system – free standing $26.00
PLUMBING PERMIT:
Plan review fees for mechanical permits shall be collected at the time of application as noted in the “Fee Payment” section of this schedule. Permit fees shall be collected when the permit is issued. If submitted as part of a building permit application, the unit costs shall be added, but not the “basic” fee for issuing the permit.

A. BASIC FEES
1. Basic fee for issuing each permit $37.00
2. Basic fee for each supplemental permit $8.00

B. UNIT FEES (in addition to the basic fee)
1. Each plumbing fixture on a trap $6.00 each
   (includes garbage disposals, dishwashers, backflow device, drainage, hot tubs, built-in water softener, water closets, lavatories, sinks, drains, etc.)
2. Water Heater $6.00 each
3. Industrial waste pretreatment interceptor $16.00
   (includes its trap and vent, except kitchen type grease interceptors functioning as fixture traps.)
4. Repair or alteration of water piping, drainage or vent piping $6.00 each fixture
5. Atmospheric type vacuum breaker $6.00 each
6. Backflow protective device other than atmospheric type vacuum breakers $6.00 each
7. Medical gas $6.00 per outlet
8. Interceptors $6.00 each

RIGHT-OF-WAY PERMIT:
A traffic plan and traffic plan review is required if more than 50% of the width of any street is closed or if a single arterial lane is closed. A minimum plan review fee of $61.00 (hourly rate for City employees) applies to all right-of-way permits that require a traffic plan. If additional staff time is required, it shall be charged at the hourly rate.

Category
1. Non-cut obstruction without clean up $73.00
2. Non-cut obstruction with clean up $110.00
3. Pavement cut obstruction, non-winter $168.00
4. Pavement cut obstruction, winter $210.00
5. Approach Permit $52.00
6. Multiple Use Permit – overhead $110.00 per .25 mile
7. Multiple Use Permit – underground $650.00 per .25 mile

SIGN PERMIT:
Sign permits shall be subject to assessment of planning division review fees as found in Schedule A. Sign Permits shall also be subject to the assessment of the WSBCC fee as noted in Schedule B “General” section.

- Signs mounted on buildings $48.00 per sign (flat fee)
- Sign and pole mounting $68.00 per sign (flat fee)
Schedule C – Parks and Recreation

**ADMINISTRATIVE FEES**

Basic fees to be considered when applying rates
- Administrative Fee: $32.00
- Refuse Fee: $52.00

**AQUATICS**

- Pool admission (age 5 and under): free
- Pool admission (age older than 5): $1.00
- Pool punch pass (25 swims): $20.00
- Weekend family discount – 1 child under 13 free with paying adult

At the discretion of the City Manager, the Parks and Recreation Department may on occasion offer free admission open swim days.

- Swimming Lessons: $40.00
- Swim Team Fee: $60.00

- Reservation (less than 50 people): $105.00 per hour**
- Food fee (less than 50 people, if applicable): $25.00

- Reservation (50-100 people): $131.00 per hour**
- Food fee (50-100 people, if applicable): $52.00

- Reservation (101-150 people): $157.00 per hour**
- Food fee (101-150 people, if applicable): $79.00

**Minimum 2 hours

**ALCOHOLIC BEVERAGE PERMIT**

**$10.00

**CENTERPLACE**

**Conference Center Wing**

- Auditorium: $79.00 per hour
- Auditorium: $475.00 per day
- Auditorium: $236.00 per half day
- Auditorium w/Presentation System: $52.00 per hour***
- Auditorium w/Presentation System: $315.00 per day***
- Auditorium w/Presentation System: $158.00 per half day***
- Auditorium Deposit: $52.00
- Executive Conference Room: $52.00 per hour
- Executive Conference Room ½ day: $156 per 4 hours
- Executive Conference Room full day rental: $416 per day
- Executive Conference Room Deposit: $52.00
- Meeting Room (day and evening use): $42.00 per hour
- Meeting Room: $263.00 per day
- Large Meeting Room: $75.00 per hour
- Large Meeting Room: $225.00 per half day
- Large Meeting Room: $450.00 per 9 hr. day
- Meeting Room Deposit: $131.00 per half day
- Parking Event Package: $52.00
- Portable Sound System: $500.00 per event
- Platinum Package: $150.00 per event

Resolution 19-019 Fee Schedule for 2020
*** Requires rental of presentation system, see next page

**Great Room**
- Kitchen deposit: $452.00
- Multi-use/Banquet Hall: $105.00 per hour
- Multi-use/Banquet Hall: $840.00 per 9 hr session
- Multi-use/Banquet Hall: $1,575.00 all day (6 a.m.-1 a.m.)
- Small Dining Area: $52.00 per hour
- Refundable Deposit: $210.00
- Refundable Deposit – Weddings: $500.00
- Stage: $21.00 per section per day
- Stage Removal: $150.00
- Table Settings (linens and tableware): $3.00 per place setting
- Pipe & Drape rental: $100/day
- Chair Cover rental: $3/Chair per day

**Senior Center Wing**
- Lounge with Dance Floor: $105.00 per hour
- Lounge with Dance Floor: $850.00 per 6 hours
- Refundable Lounge deposit: $210.00
- Refundable Lounge deposit – Weddings: $500.00
- Meeting room (evening use): $42.00 per hour
- Meeting room (evening use): $131.00 per 4 hr session
- Meeting room (weekend use): $262.00 per day
- Meeting room (weekend use): $131.00 per half day
- Meeting room deposit: $52.00
- Private Dining Room: $52.00 per hour
- Private dining room deposit: $52.00
- Wellness Center: $105.00 per hour

**West Lawn and CenterPlace**
- Rental fee: $3,500.00 per day
- West Lawn Weddings- 2 hours (CenterPlace Reception): $1,000

**Miscellaneous**
- Cleanup fee for groups bringing their own food in on Sundays:
  - Groups under 30 in small meeting room: $52
  - Groups under 150 in large meeting room or lounge: $210
  - Groups over 150 in Great Room: $500
- Host/Hostess (after hours): $16.00 per hour
- Presentation System ***:
  - (includes projector, podium, DVD/VCR sound system, camera system): $262.00 per day
- Room Setup: $26.00 per hour
- Satellite Video Conferencing: $262.00 per hour
- Sound System: $42.00 per day
- Additional Microphones: $25.00 each
- Technical Support: $42.00 per hour
- Television/VCR: $79.00 per day
- Touch Pad Voting System: $121.00 base station per day + $16.00 per keypad per day per hour
- LCD Projector: $25.00 per hour
- LCD Projector: $100.00 per day
- Coffee Service: $25.00 service
- Linens Only: $5.00 per table
Wine glass only rental .......................................................... $.50 per glass
Children’s Birthday Package .................................................. $175.00 per package
Conference Phone .............................................................. $100.00 per event
Easel Paper Pad ...................................................................... $20.00 per pad
Laptop Usage ........................................................................ $50.00 per event

**Business Incentive Rental Policy** – The Parks & Recreation Director has the authority to reduce the room rental rate by one hr. when the rental meets the following criteria: minimum of 25 participants; utilize a classroom at CenterPlace eight or more times per calendar year; and use in-house caterer for a meal each reservation.

**PICNIC SHELTER RESERVATION**
(For groups fewer than 200 people)
Browns (up to five hours) ....................................................... $84.00
Edgecliff (up to five hours) ..................................................... $84.00
Discovery Playground #1 (up to two hours) ......................... $35.00
Discovery Playground #2 (up to two hours) ......................... $35.00
Greenacres – large (up to five hours) ................................... $84.00
Mirabeau Meadows – shelter and stage (up to five hours) ...... $84.00
Mirabeau Springs – shelter and dock (up to two hours) ....... $250.00
Sullivan (up to five hours) .................................................... $84.00
Terrace View (up to five hours) ........................................... $84.00
Valley Mission (up to five hours) .......................................... $84.00

**EVENT RESERVATION – include shelter**
(For groups of 200 or more people)
Events include but are not limited to activities such as car shows, tournaments, or high-risk activities. The Parks and Recreation Director shall make the final determination.
General fee (up to five hours): ............................................. $157.00
Non-profit applications with proof of qualifying as a 501(c)(3) entity (up to five hours): $84.00

**EVENT PHOTOS**
Mirabeau Springs shelter and dock ..................................... $150.00 per hour

**BALL FIELD RENTAL/USE**
$26.00 1st hour + $15.00 each additional hour

**REFUNDABLE FACILITY/POOL DAMAGE DEPOSIT**
Fewer than 200 people ....................................................... $75.00
Weddings, Special Events and events with 200 or more people $300.00

**SPECIAL EVENTS** (See Spokane Valley Municipal Code 5.15)
Application Fee ................................................................. $40.00

**RECREATION**
Recreation program fees are established at amounts to recover costs, as specified in the Parks and Recreation revenue policy.

**UNDEVELOPED BALFOUR PARK RENTAL/USE** ........................................ $500 per day
Schedule D – Administration

**COPY FEE**

<table>
<thead>
<tr>
<th>Service Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Paper copies up to 11”x17” (b/w or color)</td>
<td>$0.15 per page*</td>
</tr>
<tr>
<td>Paper copies larger than 11”x17” (b/w or color)</td>
<td>$0.87 per square foot*</td>
</tr>
<tr>
<td>Scanned copies of paper records</td>
<td>$0.10 per page *</td>
</tr>
<tr>
<td>Electronics records uploaded to email, cloud-based storage, CD/DVD, or flash drive</td>
<td>$0.05 per every 4 electronic files or attachments*</td>
</tr>
<tr>
<td>Records transmitted in electronic format</td>
<td>$0.10 per GB*</td>
</tr>
<tr>
<td>Digital Storage Media Device (CD/DVD, flash drive)</td>
<td>Actual Cost*</td>
</tr>
<tr>
<td>Envelope</td>
<td>Actual Cost*</td>
</tr>
<tr>
<td>Postage</td>
<td>Actual Cost*</td>
</tr>
<tr>
<td>Records sent to outside vendor for reproduction</td>
<td>Actual Cost*</td>
</tr>
<tr>
<td>Customized Service Charge - 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 the actual cost. The agency must notify the requestor that it will be doing a customized service and can require a 10 percent deposit.*</td>
<td></td>
</tr>
</tbody>
</table>

*It is the intent of the City of Spokane Valley to recover the cost of providing public records when the total cost, including but not limited to the per-page, device, envelope, or postage costs, amounts to $1.00 or more.

Copy charges above may be combined to the extent more than one type of charge applies to copies responsive to a particular request. When combining fees associated with the request, the City will determine the total cost and charge accordingly.

Copy charges are assessed for each installment of records provided to the requestor. A deposit of 10% may be required on public record requests.

**NSF CHECK RETURN FEE**

<table>
<thead>
<tr>
<th>Fee Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>NSF Check Return Fee</td>
<td>$26.00</td>
</tr>
</tbody>
</table>

**CREDIT CARD TRANSACTION PROCESSING FEE**

<table>
<thead>
<tr>
<th>Fee Description</th>
<th>Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>Credit Card Transaction Processing Fee</td>
<td>2.5% of transaction amount</td>
</tr>
</tbody>
</table>

Applies to all City fees paid by credit card/debit card except for those fees under Schedule F – Police Fees (amount of the alarm fee is intended to cover the total cost of administering the false alarm program, including, but not limited to, payment processing fees). Credit card transaction processing fees are non-refundable.
Schedule E – Other Fees

BUSINESS REGISTRATION
Business Registration $13.00 annual
Nonprofit Registration $3.00 annual

Out-of-City Business Registration with annual revenues equal to or less than $2,000 (SVMC 5.05.020(D)) $0.00

Adult Entertainment
Establishment License, Live Adult Entertainment $1,575.00
Establishment License, Adult Arcade $1,575.00
Adult Arcade Device License $157.00
Manager License $157.00
Entertainer License $157.00

Late Adult Entertainment License Fee (charged in addition to the license fee)
7 to 30 calendar days past due 25% of license fee
31 to 60 calendar days past due 50% of license fee
61 and more calendar days past due 75% of license fee

Appeal of Administrative Determination – Adult Entertainment License
Adult Entertainment License denial, suspension or revocation pursuant to SVMC 5.10 $1,050.00

TOW OPERATOR REGISTRATION FEE
$105.00 annual

OVERSIZED LOAD PERMIT FEE
$26.00

STORMWATER UTILITY CHARGE ON DEVELOPED PARCELS:
Each single-family unit $21.00 annual
All other properties each $21.00 per 3,160 sq. ft impervious surface

Schedule F – Police Fees

FALSE ALARM RECOVERY FEE
Amount of the fee is intended to cover the total cost of administering the false alarm program, including, but not limited to, payment processing fees. $65 per incident