

**WHATCOM COUNTY COUNCIL AGENDA BILL**

NO. 2017-267

CLEARANCES	Initial	Date	Date Received in Council Office	Agenda Date	Assigned to:
Originator:	<i>MJC</i>	8/31/17	<b>RECEIVED</b>  SEP 05 2017  WHATCOM COUNTY COUNCIL	09/12/17	Introduction
Division Head:				09/26/17	Council
Dept. Head:					
Prosecutor:	<i>W</i>	08/31/17			
Purchasing/Budget:	<i>MJC</i>	8/31/17			
Executive:	<i>TMS</i>	9/5/17			

**TITLE OF DOCUMENT:**  
**Ordinance amending the 2017 Whatcom County Unified Fee Schedule – Appendix C.**

**ATTACHMENTS:**  
**Proposed Amended Unified Fee Schedule Ordinance; Appendix C-1 Whatcom County Public Works Unified Fee Schedule Addenda**

SEPA review required?	( ) Yes	(X) NO	Should Clerk schedule a hearing?	(X) Yes	( ) NO
SEPA review completed?	( ) Yes	( ) NO	Requested Date:		

**SUMMARY STATEMENT OR LEGAL NOTICE LANGUAGE:** *(If this item is an ordinance or requires a public hearing, you must provide the language for use in the required public notice. Be specific and cite RCW or WCC as appropriate. Be clear in explaining the intent of the action.)*

*This proposed ordinance amends the 2017 Unified Fee Schedule to replace Appendix C with Appendix C-1*

<b>COMMITTEE ACTION:</b>	<b>COUNCIL ACTION:</b>  9/12/2017: Introduced 6-0, Weimer absent 9/26/2017: Adopted 7-0, Ordinance 2017-048
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<b>Related County Contract #:</b>	<b>Related File Numbers:</b>	<b>Ordinance or Resolution Number:</b> Ord. 2017-048
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**Please Note: Once adopted and signed, ordinances and resolutions are available for viewing and printing on the County's website at: [www.co.whatcom.wa.us/council](http://www.co.whatcom.wa.us/council).**

PROPOSED BY: County Executive  
DATE: September 12, 2017

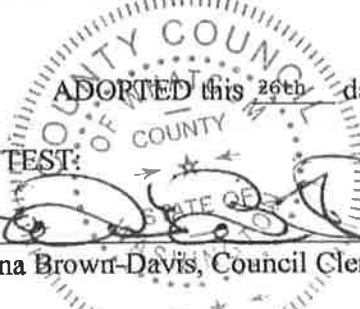

**ORDINANCE NO. 2017-048**  
**AMENDMENT NO. 1 TO ORDINANCE NO. 2016-049 ADOPTING THE 2017**  
**WHATCOM COUNTY UNIFIED FEE SCHEDULE**


**WHEREAS**, the County Council approved the 2017 Unified Fee Schedule on November 22, 2016, and

**WHEREAS**, the narratives in Appendix C Whatcom County Public Works Unified Fee Schedule Addenda need to be modified to better reflect services to be included in several of the fees charged,

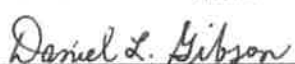
**NOW, THEREFORE, BE IT ORDAINED** by the Whatcom County Council that the Whatcom County Unified Fee Schedule is hereby amended by removing existing Appendix C and replacing it with the attached Appendix C-1, all other provisions of Ordinance No. 2016-049 to remain in effect.

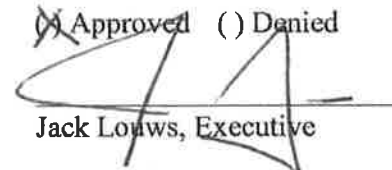
ADOPTED this 26th day of September, 2017

ATTEST:    
Dana Brown-Davis, Council Clerk

  
Barry Buchanan, Chair

APPROVED as to form:  Approved  Denied

  
Civil Deputy Prosecutor

  
Jack Louws, Executive

Date: September 27, 2017

## Unified Fee Schedule Addenda

Effective Date: September 26, 2017

UFS No	Includes	Excludes	Note(s)
2755  Preliminary Subdivision Application Processing	<ul style="list-style-type: none"> <li>• One <i>Preliminary Traffic and Concurrency Information</i> form review;</li> <li>• One <i>Preliminary Stormwater Proposal</i> form review;</li> <li>• One ingress/egress (including drawings) review and sight distance evaluation;</li> <li>• One stormwater management (including drawings) review;</li> <li>• One traffic (including <i>Traffic Impact Analysis</i> report) review;</li> <li>• One development impact mitigation determination;</li> <li>• One Technical Review Committee (TRC) meeting attendance;</li> <li>• One initial <i>Staff Report</i> input preparation;</li> <li>• One Public Hearing attendance; and</li> <li>• All correspondence, conversations, meetings, and site visits that directly relate to the above.</li> </ul>	All services related to minor changes to preliminary approval.	
2756  Short Subdivision Application Processing	<ul style="list-style-type: none"> <li>• One <i>Preliminary Traffic and Concurrency Information</i> form review;</li> <li>• One <i>Preliminary Stormwater Proposal</i> form review;</li> <li>• One Technical Review Committee (TRC) meeting attendance;</li> <li>• One <i>preliminary approval conditions</i> or <i>Notice of Additional Requirements</i> preparation effort;</li> <li>• One initial and revision review of ingress/egress;</li> <li>• One stormwater management review;</li> <li>• One development impact mitigation determination;</li> <li>• Five construction inspections (first inspection to include on-site pre-construction meeting);</li> <li>• Two short plat checkprint reviews; and</li> <li>• One final mylar review.</li> </ul>	All licensed professional-prepared drawings review.	
2758  Preliminary Binding Site Plan Application Processing	<ul style="list-style-type: none"> <li>• One <i>Preliminary Traffic and Concurrency Information</i> form review;</li> <li>• One <i>Preliminary Stormwater Proposal</i> form review;</li> <li>• One ingress/egress (including drawings) review and sight distance evaluation;</li> <li>• One stormwater management (including drawings) review;</li> <li>• One traffic (including <i>Traffic Impact Analysis</i> report) review;</li> <li>• One development impact mitigation determination;</li> <li>• One Technical Review Committee (TRC) meeting attendance;</li> <li>• One initial <i>Staff Report</i> input preparation;</li> <li>• One Public Hearing attendance; and</li> <li>• All correspondence, conversations, meetings, and site visits that directly relate to the above.</li> </ul>	All services related to minor changes to preliminary approval.	

UFS No	Includes	Excludes	Note(s)
7166  Technical Services and Review	<ul style="list-style-type: none"> <li>• Licensed professional-prepared drawing review;</li> <li>• SEPA review;</li> <li>• Construction <i>Change Order</i> processing;</li> <li>• Work performed under an <i>Extraordinary Inspection Request</i>;</li> <li>• Ingress/egress review;</li> <li>• Stormwater management review;</li> <li>• <i>Staff Report</i> input preparation;</li> <li>• Technical Review Committee (TRC) meeting attendance;</li> <li>• Public Hearing attendance;</li> <li>• Preliminary approval conditions preparation;</li> <li>• <i>Notice of Additional Requirements</i> preparation;</li> <li>• Development impact mitigation determination;</li> <li>• Exempt Land Division Application processing (\$330 base up to three hours then \$110/hr for each additional hour);</li> <li>• Boundary Line Adjustment Application processing (\$330 base up to three hours then \$110/hr for each additional hour);</li> <li>• Additional plat or short plat checkprint review;</li> <li>• Record drawing checkprint review;</li> <li>• Survey &amp; legal description review;</li> <li>• <i>Haul Road Agreement</i> preparation;</li> <li>• Agricultural Short Subdivision Application processing (\$330 base up to three hours then \$110/hr for each additional hour);</li> <li>• Administrative Permit (ADM) Application processing (\$330 base up to three hours then \$110/hr for each additional hour);</li> <li>• Conditional Use Permit (CUP) Application processing ((\$550 base up to five hours then \$110/hr for each additional hour);</li> <li>• WSDOE <i>Stormwater Management Manual for Western Washington</i>-required <i>Declaration of Covenant and Grant of Easement</i> document preparation for recording at Developer's expense.</li> <li>• Site review/inspection.</li> </ul>		This hourly rate fee also applies when minimum service allowances stated in UFS Nos 2755, 2756, 2758, 7174, and 7175 are exceeded.
7169  Pre-Application Meeting	<ul style="list-style-type: none"> <li>• Meeting preparation (i.e., <i>Pre-Application Meeting Request</i> form review, file research, and site visit (including preliminary sight distance evaluation));</li> <li>• Meeting attendance; and</li> <li>• Findings/summary preparation.</li> </ul>	Development impact mitigation determination.	Per current WCC 2.33.030.C: "If the county makes a determination of completeness within one year of the preapplication meeting, the preapplication fee shall be applied to the application cost."