

Chapter 3.24 COMMUNITY DEVELOPMENT DEPARTMENT FEES

Sections:

[3.24.010 Fee schedule.](#)

[3.24.020 Description of fees.](#)

[3.24.030 Administration of this fee schedule.](#)

[3.24.040 Other fees.](#)

[3.24.050 Fees not required.](#)

[3.24.060 Refund policy.](#)

[3.24.065 Application fee reimbursement.](#)

[3.24.070 Building fee schedule.](#)

* Prior resolution history: Res. 99-148, 2000-144, 2001-71, 2001-118, 2002-59, 2007-40, 2008-12, 2008-190 and 2010-32.

3.24.010 Fee schedule.

- (a) Planning. Replaced by Exhibit B
- (b) Building. Replaced by Exhibit B
- (c) Miscellaneous Fees. Replaced by Exhibit B

* The department of community development complies with fees set forth in Section [1.376.110](#), copying and delivery fees for public records.

(Res. 2021-126 (Exh. A), 10/19/21; Res. 2021-116 (Exh. A), 9/14/21; Res. 2021-95 (Att. A), 7/27/21; Res. 2019-74 (Exh. A), 6/25/19; Res. 2019-23 (Exh. A)(part), 2/5/19; Res. 2018-108 (Exh. A)(part), 12/18/18; Res. 2018-14 (Exh. A)(part), 2/27/18; Res. 2017-75 § 3 (Exh. F), 8/22/17; Res. 2014-95 (Exh. A)(part), 9/23/14; Res. 2013-35 (Exh. A)(part), 4/16/13; Res. 2012-06 (Exh. A)(part), 1/24/12; Res. 2011-52 (Exh. A)(part), 6/14/11).

3.24.020 Description of fees.

(a) After-the-Fact Permits. After-the-fact permit fees include applicable building, land use and planning applications, and zoning administrative, plan review, and permit costs for the scope of work completed without proper permits. For after-the-fact permits associated with code enforcement action, stop work order, r violation, or work and/or operation started without the required building or land use permit issuance, the applicable building permit and zoning fee, and/or land use fee is doubled (twice the applicable fee).

- (1) After-the-Fact Site Visit Fee. Implemented to inspect existing structures for IBC/IRC construction standards, occupancy use, energy efficiency, sanitation, and life safety requirements associated with short term rental (STR) permit requests, land use and planning applications, or new building permits applications initiated to resolve existing code compliance actions.

(b) Expedited Single-Family Permit Review. Gives the option to allow for expedited permit review of single-family residential permits depending upon staff availability. Expedited review may be processed as follows:

- (1) Request for expedited review will be processed on a “first come, first served” basis and reviews will only be conducted after normal business hours and dependent on staff availability.
- (2) Expedited permit review will be conducted in a manner so as not to interfere with processing of regular permit applications.
- (3) Staff will complete the first plan check review within two business days of receipt of a complete application for expedited permit review.
- (4) If corrections are issued, the second plan check review will be conducted within two business days of receipt of all corrections from the applicant.
- (5) Fee for the expedited permit review is inclusive of both building and permit center plan review efforts only. The expedited permit review fee is in addition to the normal base plan review and permit fees.
- (6) Request for expedited permit review will be conducted for any application requiring a discretionary permit (until the decision has been issued and the appeal period has expired) and projects requiring SEPA (until the appeal period has expired).
- (7) Fees for expedited permit review will be charged for each individual permit request related to a single-family residence.
- (8) If staff does not deliver the application within the time frames outlined in subsections (d)(3) and (4) of this section, sixty percent of the expedited review fees will be returned to the applicant, with the remaining balance used to offset overtime pay to staff.

(c) Additional Plan Review. The current hourly rate will be charged for additional plan review for changes, additions, and revisions to plans as determined by the building official, and a minimum of one hour will be charged for a plan recheck. Time will be rounded to the nearest hour. If an owner/builder brings in a different house plan after the original plan review has already been completed, a full plan review fee will be charged on new plans. (Res. 2023-96 (Att. A), 10/3/23; Res. 2022-67 (Exh. A), 7/12/22; Res. 2021-126 (Exh. A), 10/19/21; Res. 2020-96 § 2 (Exh. A), 9/15/20; Res. 2020-34 (Exh. A), 3/24/20; Res. 2019-128 (Exh. A)(part), 12/10/19; Res. 2014-95 (Exh. A)(part), 9/23/14; Res. 2013-35 (Exh. A)(part), 4/16/13; Res. 2012-06 (Exh. A)(part), 1/24/12; Res. 2011-52 (Exh. A)(part), 6/14/11).

3.24.030 Administration of this fee schedule.

No application will be considered complete and permit processing not commenced until the appropriate fees have been received. Fees required for planning review of building permits and appeals of decisions in nonpermit services are payable prior to the services being rendered.

- (1) Each action for which a fee is listed above will require a separate fee. Projects that involve a number of actions or permits will need to remit the total of the various fees before a determination of completeness is issued and processing begins.
- (2) For charges based on hourly rates, hours will be rounded to the nearest full hour. (Res. 2014-95 (Exh. A)(part), 9/23/14; Res. 2013-35 (Exh. A)(part), 4/16/13; Res. 2012-06 (Exh. A)(part), 1/24/12; Res. 2011-52 (Exh. A)(part), 6/14/11).

3.24.040 Other fees.

Other fees required in conjunction with the above applications (i.e., taxes, recording fees, etc.) are not included. (Res. 2014-95 (Exh. A)(part), 9/23/14: Res. 2013-35 (Exh. A)(part), 4/16/13: Res. 2012-06 (Exh. A)(part), 1/24/12: Res. 2011-52 (Exh. A)(part), 6/14/11).

3.24.050 Fees not required.

Applications for comprehensive plan, area wide zone change amendments, or code text amendments initiated by the board of Chelan County commissioners and community development are exempt from fees. Any land use applications for public projects initiated by the board of Chelan County commissioners are exempt from fees, except for public notice cost. (Res. 2014-95 (Exh. A)(part), 9/23/14: Res. 2013-35 (Exh. A)(part), 4/16/13: Res. 2012-06 (Exh. A)(part), 1/24/12: Res. 2011-52 (Exh. A)(part), 6/14/11).

3.24.060 Refund policy.

Full or partial requests for refunds of application fees paid must be made in writing to the board of county commissioners. The board of Chelan County commissioners has the sole authority to approve or reject such requests. Only those fees required by the department of community development may be refunded. (Res. 2019-128 (Exh. A)(part), 12/10/19: Res. 2014-95 (Exh. A)(part), 9/23/14: Res. 2013-35 (Exh. A)(part), 4/16/13: Res. 2012-06 (Exh. A)(part), 1/24/12: Res. 2011-52 (Exh. A)(part), 6/14/11).

3.24.065 Application fee reimbursement.

- (1) The board of Chelan County commissioners found that Section [3.24.060](#), Refund policy, states that the board of Chelan County commissioners has sole authority to approve or reject refund requests for application fees; and
- (2) The board of Chelan County commissioners found it necessary to include exceptions per Section [3.24.060](#), Refund policy, for refund requests relating to overpayment or refunds of application fees; and
- (3) The board of Chelan County commissioners authorizes the director of Chelan County department of community development to reimburse overpayment of application fees up to one thousand dollars due to administrative errors caused by the department or the applicant; and
- (4) Applicant or agent must submit to the director in writing a request for refund of overpayment for application fees paid, when the applicant is responsible for the administrative error; and
- (5) The board of Chelan County commissioners hereby finds, determines and declares that adoption of the resolution codified in this section is necessary to allow community development to expedite refunds to the applicant for overpayment of application fees, and make processing such refunds in a more cost effective manner. (Res. 2019-128 (Exh. A)(part), 12/10/19: Res. 2015-33, 3/10/15).

3.24.070 Building fee schedule.

The department of community development shall charge, and there shall be remitted to the department to defray the expenses incurred in the processing of applications required by various county resolution, the fees as set forth below. All application fees shall be submitted as part of the required application materials unless otherwise specified. Said application shall not be considered as complete and eligible for review until said fee has been received. All applicable fees collected are nonrefundable except as outlined in Sections [3.24.060](#) and [3.24.065](#).

- (1) The fee for each International Building Code, International Residential Code, or Washington State Energy Code building permit shall be as set forth in Table 1-A.

Table 1-A—Building Permit Fees		
TOTAL VALUATION	Residential	Commercial
\$1.00 to \$500.00	\$35.61	
\$501.00 to \$2,000	\$35.61 for the first \$500.00 plus \$4.09 for each additional \$100.00, or fraction thereof, to and including \$2,000	
\$2,001 to \$25,000	\$116.02 for the first \$2,000 plus \$19.04 for each additional \$1,000, or fraction thereof, to and including \$25,000	
\$25,001 to \$50,000	\$548.44 for the first \$25,000 plus \$13.54 for each additional \$1,000, or fraction thereof, to and including \$50,000	
\$50,001 to \$100,000	\$882.79 for the first \$50,000 plus \$9.39 for each additional \$1,000, or fraction thereof, to and including \$100,000	
\$100,001 to \$500,000	\$1,350.42 for the first \$100,000 plus \$7.52 for each additional \$1,000, or fraction thereof, to and including \$500,000	
\$500,001 to \$1,000,000	\$3,233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000, or fraction thereof, to and including \$1,000,000	
\$1,000,000 and up	\$5,608.75 for the first \$1,000,000 plus \$3.65 for each additional \$1,000, or fraction thereof	
Demolition Permit (\leq 2,500 sq. ft.)	\$130.00	\$130.00
Demolition Permit ($>$ 2,500 sq. ft.)	\$175.00	\$175.00
Reroof (except for exemptions of Section 3.04.100 Items 11 and 12)	\$150.00	Valuation based on cost of labor and materials
Other Inspections and Fees:		
1. Reinspection fees (after two inspections, based on 2 hours)		\$150.00
2. Inspections for which no fee is specifically indicated (minimum charge—one hour)		\$75.00 per hour
3. Additional plan review required by changes, additions or revisions to plans (minimum charge—2 hours)		\$75.00 per hour
4. For use of outside consultants for plan checking and inspections, or both		Actual costs

(2) The building official shall use the latest Building Valuation Data Sheet published by the International Code Council to determine the project valuation and the building official's determination shall be final. When a specific building type or occupancy is not noted in the valuation table, the building official is authorized to use the classification type noted in the table that most closely resembles the proposed type of building, or determine a valuation type independently. The building official is authorized to use a contractor's bid price estimate in instances other than new construction, provided such bid estimate lists all materials and included labor cost, excluding sales tax, for such project.

(a) Footnotes b, c, and d are not adopted of the Building Valuation Data Sheet published by the International Code Council.

(3) Plan Review Fees. A building plan review fee shall be paid at the time of submitting the submittal documents for plan review. The full plan review fee shall be sixty-five percent of the building permit fee. The plan review fee is a separate fee from the building permit fee and is in addition to the building permit fee. Any remainder of the full plan review fee, after any such deposit fee is paid at time of submittal, shall be paid at time of issuance of such permit.

(4) Replaced by Exhibit B

Replaced by Exhibit B(Res. 2022-67 (Exh. A), 7/12/22; Res. 2021-126 (Exh. A), 10/19/21; Res. 2019-136, 12/30/19; Res. 2019-128 (Exh. A)(part), 12/10/19; Res. 2019-23 (Exh. A)(part), 2/5/19; Res. 2018-108 (Exhs. A (part), B), 12/18/18; Res. 2014-95 (Exh. A)(part), 9/23/14; Res. 2013-35 (Exh. A)(part), 4/16/13; Res. 2012-06 (Exh. A)(part), 1/24/12; Res. 2011-52 (Exh. A)(part), 6/14/11).