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RESOLUTION NO. 30-2025

A RESOLUTION OF THE CITY OF LEAVENWORTH, WASHINGTON, AMENDING RATES AND FEES.

BE IT RESOLVED by the Mayor and the City Council of the City of Leavenworth, as follows:

Section 1. The rates, fees, and charges as set forth on the attached Exhibit "A", which is incorporated herein, are hereby adopted by this reference and new charges, fees, and rates will be effective January 1, 2026 unless otherwise noted within a specific item/section.

Section 2. Resolution 15-2025 is hereby amended to be consistent with this resolution.

Section 3. This resolution and any amendment thereto shall be published in summary form in the official newspaper of the City of Leavenworth.

Passed by the City Council of the City of Leavenworth and approved by the Mayor in an open public meeting on the 9th day of December, 2025.

APPROVED:

DocuSigned by:
Carl Florea
A8B4411C12AB49D...
Carl J. Florea, Mayor

ATTEST:

Signed by:
Andrea Fischer
D5CBE4ADAE1B451...
Andrea Fischer, City Clerk

Effective 1/1/2026

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CITY OF LEAVENWORTH
FEE SCHEDULE

Exhibit A

Each Department Head shall be granted the authority of interpretation of the portions of this resolution, which fall under the authority of their Department.

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COMMUNITY DEVELOPMENT DEPARTMENT
RATES, FEES, AND CHARGES

GENERAL INFORMATION ON FEES

A. Payment of the base fee for applications is required at the time of application submission. Payment of base fees for annexations, vacations, and other related activities, which do not require submittal of permit applications, are due prior to commencement of any staff work on the activity. Typically, this would be following submission of an initial letter of interest and/or petition. Payment of all fees will also be required regardless of approval/non-approval of the activity.

   i. Hourly fees are in addition to the underlying permit/action base fees.

   ii. Hourly fees are typically billed on a monthly basis.

   iii. Any billing more than 30 days overdue shall result in progress on the application ceasing and/or withholding of final approval/permit issuance.

B. Outsourcing:
The City may outsource work to agencies, firms, and individuals at its discretion for any type of permit related activities. The types of activities include, but are not limited to, the work of attorneys, planners, engineers, geotechnical experts, biologists, etc. Outsourcing *typically* occurs when a project has a component which requires review by persons with special expertise, the city must outsource based on staffing, and/or workloads, or an applicant has requested and has been granted expedited review.

Outsourcing based on City Determination of Need:
If the City determines that work must be outsourced based on the need for specialized study, input from persons with expertise, or for other reasons; the City retains the authority to determine that this action is required but will provide notification in either email or written format to the applicant of the action prior to authorizing the expenditure. The City is not required to receive an authorization from the applicant prior to authorizing to proceed, but simply to notify. The following shall apply:
The applicant shall be responsible for all consultant costs, any related staff time and a ten percent administrative fee for other City expenses involved in administering the work of the consultant.

If the City determines that work must be outsourced based on staffing levels, workload, or for other reasons (not including permit expedition requests), the consultant's work will be billed to the applicant at the same rate as City staff time. If the fee schedule indicates there is no hourly fee charged for a specific type of application, even if outsourced, hourly fees will not be charged.

Please note that all other requirements of the City's fee schedule apply.

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Outsourcing by Request of the Applicant:
An applicant may submit a written request to outsource a permit application (or portions thereof) for purposes of permit expedition or for other reasons. The City reserves the right to approve, approve with conditions, or deny outsourcing requests. If approved, the following shall apply:

The applicant shall be responsible for all consultant costs, any related staff time and a ten percent administrative fee for other City expenses involved in working with the consultant and the applicant.

Please note that all other requirements of the City's fee schedule apply.

C. Any direct cost beyond $750 for the Hearing Examiner's work on a case shall be billed to and paid by the applicant. This shall be in addition to any other fees.

D. Applications that require both City and County approval are still subject to the City's fees.

E. All project types may not be listed here. If they are not, fees will be applied as determined by the Community Development Director.

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BUILDING AND FIRE PERMITS FEES

The following fees are required with the submittal of application or at issuance, at the city's discretion. Additional fees, outsourcing (passthrough) and hourly staff time may apply.

1. Building fees shall be based on the Total Valuation of the construction. The building valuation data from the International Code Council and other valuation criteria will be used to determine the value of construction. The permit fee shall then be calculated utilizing the following table:

2. Plan review fees shall be calculated at 65 percent of the building permit fee. Plan review fees are separate from and in addition to permit fees and are required to be paid at the time of permit submittal. When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items as defined in section 106.3.4.2 of the International Building Code, an additional plan review shall be charged at the rate shown in the Building Permit Fee Table.

Total Valuation	**Fee**
$1 to $500	$30.00
$501 to $2,000	$30.00 for the first $500 plus $3.61 for each additional $100, or fraction thereof, to and including $2,000
$2,001 to $25,000	$84.78 for the first $2,000 plus $16.95 for each additional $1,000, or fraction thereof, to and including $25,000
$25,001 to $50,000	$475.48 for the first $25,000 plus $12.26 for each additional $1,000, or fraction thereof, to and including $50,000
$50,001 to $100,000	$782.23 for the first $50,000 plus $0.49 for each additional $1,000, or fraction thereof, to and including $100,000
$100,001 to $500,000	$1,207.69 for the first $100,000 plus $6.80 for each additional $1,000, or fraction thereof, to and including $500,000
$500,001 to $1,000,000	$3,929.93 for the first $500,000 plus $5.77 for each additional $1,000, or fraction thereof, to and including $1,000,000
$1,000,001 and up	$6,816.23 for the first $1,000,000 plus $4.62 for each additional $1,000, or fraction thereof

3. Additional State Surcharge Fees. In addition to the above-stated fees, state surcharge fees shall apply. Without limitation, the following state surcharge fees shall apply:

Type	**Fee**
Building permits	$6.50
For each additional unit for a building containing more than one residential unit	$2.00
Commercial building permits	$25.00

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4. The plan review fee for pre-approved Accessary Dwelling Unit is addressed in Residential Miscellaneous Fees.

5. Additional Inspection Fees. Additional fees shall be charged as follows:

Other Inspections	**Fee**
Inspections outside of normal business hours (minimum charge – 2 hours)	$65.00 per hour[1]
Reinspection fees	$65.00 per hour[1]
Inspections for which no fee is specifically indicated	$65.00 per hour[1]
Fire & Life Safety inspection	$65.00 per hour[1]
Additional plan review required by changes, additional or revisions to plans ('minor changes – minimum charge ½ hour)	$65.00 per hour[1,3]
For use of outside consultants for plan checking and/or inspections	Actual costs[2]

[1] Or the total hourly cost to the City of Leavenworth, whichever is greater. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved.

[2] Actual Costs include administrative and overhead costs

[3] Minor changes, additions, and revisions, as determined by the Building Official

6. Mechanical permit fees shall be calculated based on the following fees with a minimum fee of $75 for mechanical permits:

Item	**Fee**
Permit issuance fee (required for all mechanical permits)	$ 26
Installation/relocation of each forced air or gravity type furnace or burner, including ducts/vents	$ 25
Installation of each outdoor A/C or Heat Pump	$ 25
Installation of mini-split	$ 50
Installation of each vent fan with one duct or appliance	$ 10
Installation of residential hood with exhaust fan and duct	$ 25
Commercial kitchen hood with fan and ducts and fire suppression system	$150
Ventilation systems not part of any heating or cooling system	$ 50
Roof Top Unit or Packaged HVAC unit, less than 2000 CFM	$ 50
Roof Top Unit or Packaged HVAC unit, 2000 CFM or more	$150
Installation of wood or gas fireplace	$ 50
Installation/relocation of domestic-type incinerator	$ 18

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Installation/relocation of commercial or industrial-type incinerator	$ 50
Miscellaneous equipment or alteration regulated by the Mechanical Code, for which no other fee is listed (per unit)	$ 25

7. Plumbing permit fees shall be calculated based on the following fees with a minimum fee of $75 for plumbing permits:

Item	**Fee**
Permit issuance fee (required for all plumbing permits)	$ 25
Each plumbing fixture on one trap or a set of fixtures on one trap	$ 10
Hose bib (each additional outlet (over 5) + $2.00	$ 10
Water heater and/or vent	$ 10
Floor drains/Interior roof drains	$ 10
Grease traps / grease interceptors	$ 10
Grinder pump	$ 10
Each installation, alteration or repair of water piping and/or water treating equipment	$ 10
Repair or alteration of drainage or vent piping (each fixture)	$ 10
Backflow Protection Devices	$ 25
Graywater system, each	$ 40
Initial installation and testing for a reclaimed water system	$ 30
Each annual cross-connection testing of a reclaimed water system (excluding initial test)	$ 30
Gas piping (pen outlet)	$ 10
Each additional outlet (over 5)	$ 5

8. Manufactured or modular single-family structure permit fee shall be……..$525
9. Footing and Foundation Permit (allowed only at the discretion of the Building Official):
    a. Residential.....$125
    b. Commercial and Multifamily…….....……$275
10. Residential Retaining Wall……..….....…….$125
11. Commercial Retaining Wall…….…..based on valuation
12. Residential Pool…….....…$225*

    (*mechanical and plumbing fees still apply)
13. Commercial Pool…….based on valuation*

    (*mechanical and plumbing fees still apply)
14. Commercial Walk-in Freezer……..$225*

    (*mechanical and plumbing fees still apply)
15. Work without a permit……..$500 or Double the basic permit fee (excludes taxes, plan review, and other fees) whichever is greater.
16. Residential Stormwater Plan Review ..... outsource - passthrough

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17. Demolition Permit $225
18. Excavation, Grading, and Fill Permit (IBC Appendix J) $225
19. Inspections for which no fee is specifically indicated.....$50/hr (min ½ hr)
20. Reinspection (when corrections are not completed/approved) ……..….$100
21. Fence Permit…….....…...$65
22. Deferred submittal……..…….$57/hr*

(*Or the total hourly cost to the jurisdiction, whichever is greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved.)

Fire Code:

23. Decommissioning Tank……....……..$150
24. Liquid Petroleum Gas (LPG) and Fuel Tank installation (per tank).
    a. 500 gallons or less.....$150
    b. 501 to 5000 gallons.....$300
    c. 5001 gallons or more.....$450
25. Automatic Sprinkler Plan Review & Testing (NFPA 13 or 13R)$300 plus $2 per sprinkler head
26. Automatic Sprinkler Plan Review & Testing (NFPA 13D)$150 plus $2 per sprinkler head
27. Fire alarm & smoke detection system Plan Review & Testing for more than 10 devices.....$200 + $2 / device
28. Commercial kitchen hood fire suppression system.....$100
29. Fire hydrants and mains plan review.....$150
30. Fire hydrants and mains inspection.....$75 per each hydrant or main
31. Commercial IFC application plan review $150 per building application or $75 if single component.
32. Commercial IFC component inspections, fee covers two inspections:
    - High piled storage.....$75
    - Tents and temporary membrane structures.....$50
    - Tents and temporary membrane structures used for cooking……...$100
    - Fireworks Public Display Permit Fee.....$100
    - Fireworks Public Display Deposit.....$500
    - Exhibitions (Miscellaneous).....$75

Residential Misc.:

33. Factory built wood/gas heating appliances, log lighters and inserts.....$45
34. Factory built gas kitchen range…….....$45
35. Masonry fireplace including chimney.....$45
36. LPG tanks and gas lines for heating and cooking appliances.....$30
37. Roofing replacement permit including sheathing if necessary.....$100 per building
38. Pre-Approved Accessory Dwelling Unit…….....…$200 per plan review

Commercial Misc.:

39. Roofing replacement permit including sheathing if necessary.....$250 per building
40. Factory built fireplace/heating appliances, log lighters wood or gas (per unit).....$45

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41. LPG gas lines for heating and cooking appliances.....$45
42. Stages, platforms, bleachers, and scaffolding structures (temporary)……...$125

Refunds:

The building official may authorize the refund of:

43. Up to 100 percent of any fee erroneously paid or collected;
44. Up to 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code;
45. Up to 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan reviewing is done;
46. The building official shall not authorize refunding of any fee paid except in response to a written application filed by the original permittee no later than 180 days after the date of fee payment.

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LAND USE AND LEGISLATIVE PERMIT FEES

Calculation of fees begins following the release of the pre-application meeting notes. If the pre-application meeting requirement has been waived by the Community Development Director, fees will be calculated immediately upon receipt of the application/request. In addition to the base fee, a charge of $50 per hour will be assessed for each hour of staff time for reviewing the project; however, 50% of the base fee will be credited toward the total dollar amount of the staff hours billed to the applicant. For example, if the base fee is $800, $400 worth of staff hours (8 hours) will be credited toward the total dollar amount of staff hours billed. Revisions to any permit will be billed at half the original submission fee and charged at the hourly rate.

State Environmental Policy Act Review — Base Fee

1. Environmental Impact Statement $1,500
2. SEPA compliance for non-exempt activities $375
3. Co-lead or assumption of lead status (for projects outside of the City's jurisdiction) following assumption of lead or co-lead status $65/hr
   - Recovery of all consultant costs, plus a ten percent administration fee for clerical work related to contract administration
4. Revisions to approved permits within this category ..... 50% of the Original Fee

Miscellaneous land use actions/permits

1. Parking Lot Permit (with SEPA) $475
2. Parking Lot Permit $100
3. Conditional Use Permits $1,675
4. Home Occupations, Group A $33
5. Home Occupations, Group B $225
6. Variances $1,675
7. Site Development $225
8. Development Agreement ..... $1,800 (includes SEPA)
9. Flood Development Permit $65
10. Lighting Permit $65
11. Administrative Deviation/Decision $65
12. Administrative Interpretation which requires written policy $825
13. Administrative Interpretations of decisions/permits $125
14. Bed & Breakfast Annual Permit $125
15. Revisions to approved permits within this category (as necessary) 50% of the Original Fee

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Subdivision permits

1. Short Subdivisions.....$825, plus $50 per lot
2. Major Subdivisions.....$1,675, plus $50 per lot
3. Final Plat (Short or Major Subdivision) $375
4. Planned Development.....$1,675, plus $50 per lot
5. Binding Site Plans (plats).....$1,625, plus $50 per lot
6. Binding Site Plans (condominiums)..... $825, plus $50 per lot
7. Plat Alteration.....$675
8. Boundary Line Adjustments $325
9. Boundary Line Adjustments - Lot line elimination / consolidation $150
10. Revisions to approved permits within this category .....50% of the Original Fee

Shoreline permits

1. Substantial Development Permit.....$875
2. Shoreline Conditional Use Permit.....$300 (requires SDP)
3. Shoreline Variance ..... $1,375 (standalone) or $500 (with SDP)
4. Shoreline Exemption.....$250
5. Shoreline Revisions.....$125

Legislative Action

1. Right-of-way vacation investigation $525
    - Appraisal costs, legal fees, and cost of property will be due if approved for vacation
    - If multiple property owners initiate vacation activity the activity will be treated as a joint application with the cost split among property owners.
2. Annexation $575
    - Costs for annexation studies shall be fully reimbursed by the applicant
3. Developer reimbursement and collection agreements.....$1,100
    - Costs for consultant work shall be fully reimbursed by the applicant
4. Comprehensive Plan amendment
    a. Phase 1 – Initial Application for Docket.....$325
    b. Phase 2 – If approved for docket, fee for review process.....$1,125

    (Note: Payment does not constitute approval of a proposed amendment)
5. LMC text amendment (Titles 12, 13, 14, 15, 16, 17, 18).....$1,125
6. LMC text amendments (Titles 1, 2, 3, 5, 6, 8, 9, 10, 21).....$625

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7. LMC map amendment/rezone (completed after comprehensive plan amendment)...$1,125
8. Shoreline Master Program text amendment $1,125
9. Shoreline Master Program environment designation amendment $1,825
10. Revisions to approved permits within this category ..... 50% of the Original Fee

Appeals to the Hearing Examiner:

1. Appeal $1,525*
2. Motion for Reconsideration.....$100

* Appeal fees do not apply for a first hearing on the record in a city-initiated enforcement case.

Hearing Examiner and related Legal, Specialized Study and Staff Services (For proceedings and appeals not covered in the Community Development Section of the Fee Schedule):

The appellant, applicant, and/or involved party shall reimburse the City for all costs billed to the City by the Hearing Examiner, staff time, and if utilized, for City legal counsel and/or specialized study services reasonably required by the appeal. Staff time involved shall be billed at $65/hr.*

* Appeal fees do not apply for a first hearing on the record in a city-initiated enforcement case.

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PRE-APPLICATION MEETING FEES

The purpose of the preapplication meeting is to provide the applicant with the best available information regarding the development proposal and application processing requirements, and to assure the availability of complete and accurate development information necessary for review prior to the applicant's expenditure of application fees and the scheduling of the application review process. Answers to any questions requiring engineering calculations for the availability of water and sewer are not included in these meetings. Charges incurred to provide this information will be passed on to the applicant.

The City will perform a Courtesy Consultation Meeting prior to the required pre-application meeting at the request of the applicant. Items discussed at this meeting will be for information gathering purposes only. Attendance at a Courtesy Consultation Meeting does not eliminate the requirement to attend a pre-application meeting. Please note: The City will not provide notes from this meeting, but will provide a copy of the City's Fee Schedule to the applicant.

Pre-Application Meeting (s):

Subdivision	No Charge
Commercial and Multifamily New Construction…...	No Charge
Other, as determined necessary by Community Development Director	No Charge

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DESIGN REVIEW FEES

Architectural Design:

1. New design for, or changes to, a structure $200
2. Changes to building color, roofing, or murals (includes mural additions), or other individual elements - when no other improvements are proposed.....$65
3. Submittal of revisions to a design approved in the prior 12 months..... $125
4. Re-submittal of projects after being cited for non-compliance with original design approval……$200
5. Fence design, tables, chairs, umbrellas, or other similar elements when no other improvements are proposed……..…….$65
6. Administrative Approval, change of design or of individual elements such as landscaping structures, lighting, fences or fence-type walls, garbage enclosures, walkways, plazas, or similar structures when they are not proposed in conjunction with a larger project or that would require design review board review…….....…….…….$65
7. Exterior changes to a building /structure without an approved design review permit…$500

Sign:

8. Sign - first sign: $125
9. Each additional sign (applied for at the same time) $35
10. Sign permit revision……..……..……..….$25
11. Placement of sign without a permit..... $500 (per occurrence)

Miscellaneous:

Any time an application requires a second meeting by the Design Review Board due to actions of the applicant, including withdrawal, requesting continuance, design changes, or non-attendance, payment shall be made prior to further review by the Design Review Board in the amount of ..... ½ of original application fee

Any time an application requires more than two meetings by the Board in order to review changes, whether proposed by the applicant or requested by the Design Review Board, payment shall be made prior to further review by the Board in the amount of $150

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WATER RATES, FEES, AND CHARGES

System Development Charges, adopted by Resolution No. 25-2025, and Water Rates, adopted by Resolution No. 27-2025, are included herein.

New Connection Charges

The charges in this section shall be paid by new customers to receive water service (applicable to all customer classes):

1. System Development Charge (SDC): This charge covers the impact of new developments on the City's water system. The charge for each meter size is calculated from the ERU equivalent designated for each meter size. The below listed ERU equivalents for each meter size are from the American Water Works Association (AWWA) meter factor size designation based on a ¾" meter.

Meter Size	**System Development Charge**
3/4" (1.0 ERU)	$9,621.05
1" (1.7 ERU)	$16,355.79
1 ½" (3.3 ERU)	$31,749.47
2" (5.3 ERU)	$50,991.58
3" (10.0 ERU)	$96,210.52
4" (16.7 ERU)	$160,671.57
6" (33.3 ERU)	$320,381.03
8" (53.3 ERU)	$512,802.07

2. Meter Charge (not including installation):

Meter Size	**Meter Charge**
¾"	$590.00
1"	$755.00
1 ½"	$1,080.00
2"	$1,620.00
3" and greater	Provided by contractor per City Specifications

3. Installation, Inspection, and Connection Charge:
    a. ¾", 1", 1 ½", or 2" Meter Size
        i. It is the Contractor's responsibility to excavate, backfill, and restore the water service trench. The City will tap the main; provide and install water service up to an including meter setter and associated box and lid; and install water meter.

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ii. Installation Charge .....$ 1,440.00

b. Greater than 2" Meter Size and All Fire Service Lines

i. It is the Contractor's responsibility to excavate; tap the main; provide and install water service up to an including meter setter and associated box and lid; provide and install water meter; backfill and restore the water service trench.

ii. Inspection Charge..... $135.00

c. Fire Hydrant Installation: For the installation of a fire hydrant not part of a larger project

i. All labor, equipment, material, and supplies associated with construction of a fire hydrant shall be the responsibility of the Contractor.

ii. Inspection Charge (per hydrant)……$410.00

d. Titus Road Connection Charge (No Expiration) $225

Note: Titus Road: Beginning at north property line of lot 2, SS 3264 to north end of Aldea Village

4. Utility Reimbursement Agreements

a. DNR, LLC Utility Reimbursement Agreement (URA) (see DNR, LLC agreement for flat fee as identified for various parcels, this flat fee includes the 10% administrative fee as defined in the URA. – Expires 9/30/2031)

b. Cascade Medical Center (CMC) Utility Reimbursement Agreement (URA) (see CMC agreement for flat fee as identified for various parcels, this flat fee includes the 10% administrative fee as defined in the URA. – Expires 9/29/2031)

5. Local Facility Charges

a. Chumstick Connection Charge (See Ordinance 1556 – No Expiration) $1,333

Residential Monthly Water Rates

6. Service Base Rate: The monthly minimum residential charge for being connected to the City's water system.

a. Inside city limits

i. ¾" meter.....$92.31

ii. 1" meter.....$92.31

iii. 1 ½" meter.....$300.62

iv. 2" meter.....$493.68

b. Outside city limits (rates are 25% higher than inside city rates)

i. ¾" meter.....$115.39

ii. 1" meter.....$115.39

iii. 1 ½" meter.....$375.78

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iv. 2” meter.....$617.11

c. Low-income senior or disabled discount rates: Qualifying low-income senior and disabled citizens receive a discount off the monthly minimum residential charge. To qualify for the discount, applicants must be 62 years of age or older or disabled, and must have a total household income of $30,000 per year or less. To qualify for the additional hardship low-income senior or disabled discount, applicants must have an income of $15,000 or less per year with no other assets. To apply for either discount, applicants must fill out and return an application for a utility discount, for review and approval by the City.

i. Qualified low-income senior or disabled…....…50% of applicable service base rate listed above

ii. Additional hardship low-income seniors or disabled…....…25% of applicable service base rate listed

7. Consumption Charges: The following rates will be charged for water usage:

i. 0 – 4,000..... $1.07 per 1,000 gallons

ii. 4,001 – 10,000…….....…...$2.20 per 1,000 gallons

iii. 10,001 – 14,000.....$3.22 per 1,000 gallons

iv. Over 14,000.....$4.59 per 1,000 gallons

Multifamily (3 units or more) Monthly Water Rates

8. Service Base Rate: The monthly minimum multifamily charge for being connected to the City’s water system. The service base rate is a monthly charge multiplied by the number of residential units, regardless of the size of meter.

a. Inside city limits .....$27.16 per residential unit

b. Outside city limits (25% higher than inside city rates).....$33.95 per residential unit

9. Consumption Charges: The following rates will be charged for water usage:

a. All Consumption .....$1.32 per 1,000 gallons

Commercial Monthly Water Rates

10. Service Base Rate: The monthly minimum commercial charge per meter for being connected to the City’s water system.

a. Inside city limits:

¾” meter.....$65.76

1" meter $109.79

1 ½” meter $218.94

2" meter $350.42

3” meter $657.42

4” meter $1,096.28

6” meter $2,191.91

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8" meter $3,507.18

2" x 6" fire service meter $697.40

b. Outside city limits (rates are 25% higher than inside city rates):

¾" meter $82.20

1" meter.....$137.24

1 ½" meter.....$273.68

2" meter.....$438.03

3" meter $821.78

4" meter $1,370.35

6" meter $2,739.89

8" meter $4,383.97

2" x 6" fire service meter $871.75

c. Irrigation service base rate, regardless of meter size, for irrigation-only meters during non-irrigation months when there is no consumption recorded by the meter. Customers must call the City to request this rate be applied during non-irrigation months. (Note: During non-irrigation months or during months when consumption is recorded by the meter, the standard applicable service base rate shall apply.)

i. In City: $28.10

ii. Outside City: $35.10

11. Consumption Charges: The following rates will be charged for water usage:

a. All Consumption .....$1.66 per 1,000 gallons

Miscellaneous fees

12. Fire hydrant water use fee.....$9.30 per 100 Cubic Feet

13. Fire hydrant meter installation charge (meter removal included in this one-time fee)..... .....$67.00

14. Meter turn on/off charge, including late payment turn-on fee (during business hours only)

a. Standard hours (7:00am – 2:30pm).....$62 each trip

b. Non-standard hours (2:30pm – 4:00pm).....$308 each trip

15. Charge to remove or reinstall meter.....$77 each trip

16. Late fee.....$15

17. Customer Requested Meter Test Fee per LMC 13.04.210.....…….……..... $20

18. Replacing Existing Residential Water Meter Box and Lid to be Traffic Rated:

a. Existing Water Meter Box is Traffic-Rated, Lid is Not Traffic-Rated:

The City will remove and dispose of the existing water meter lid and provide and install a new, traffic rated lid.....$130.00

b. Existing Water Meter Box and Lid are not Traffic-Rated:

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Option 1 – Customer Site Preparation: It is the Customer's responsibility to fully excavate and expose 2-foot radius around water meter box to the full depth of the water service, backfill, and restore the area disturbed by the new water meter box. The City will remove and dispose of the existing water meter box and lid and provide and install a new, traffic rated water meter box and lid.....$275.00

Option 2 – City Site Preparation: The City will excavate and expose area around water meter box to the full depth of the water service, backfill, and restore the area disturbed by the new water meter box. The City will remove and dispose of the existing water meter box and lid and provide and install a new, traffic rated water meter box and lid. .....$275.00 + Labor, Equipment, and Material Charges for preparation and restoration work per Fees and Charges for Equipment Rental, Traffic Control, and Work in the Right-of-Way. The City can provide the customer with a fee estimate prior to beginning any work; however, actual Labor, Equipment, and Material costs will be billed based on the final charges incurred upon completion of the work.

19. Residential Water Meter Setter Adjustment Fee: Water meter bury depth shall meet adopted City Construction Standards. When customer-initiated improvements or requests require adjusting the water meter depth, this charge shall apply. The City will provide and install a meter re-setter to adjust meter setter elevation.....$360.00

20. All other work required as a result of customer-initiated improvements or requests related to the water meter or its associated appurtenances will be billed to the customer. Charges will include all applicable labor, equipment, and materials in accordance with the Fees and Charges for Equipment Rental, Traffic Control, and Work in the Right-of-Way.

21. Customer-Requested Meter Relocation: Depending on the meter size, the relevant "Installation, Inspection, and Connection Charge" under the section "New Connection Charges" shall be applied

22. Non-Compliance Fee: Failure to complete required backflow assembly testing within 45 days following three written notices …….....$500 per Month

Final or closing utility bill: The City does not pro-rate utility bills. Accounts involving new owners, the pro-ration is between the previous owner and the new owner. In the event a previous balance is on the account, the City will make every effort to collect from the previous owner. However, the new owner is ultimately responsible for the bill, as the utility account stays with the property. The City suggests contacting the title company used in the real estate transaction for further remedy. In a landlord-tenant situation the landlord is ultimately responsible for the utility bill.

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SANITARY SEWER RATES, FEES, AND CHARGES

System Development Charges, adopted by Resolution No. 25-2025, and Sanitary Sewer Rates, adopted by Resolution No. 27-2025, are included herein.

New Connection Charges

The charges in this section shall be paid by new customers to receive sanitary sewer service.

1. System Development Charge (SDC): This charge covers the impact of new development on the City's sewer system. For the purpose of calculating the sewer SDC, the definition of an Equivalent Residential Unit (ERU) is one residential dwelling unit at 175 gallons per day. The abbreviation DU stands for Dwelling Unit.

    a. **Residential Customers:**

        i. Residential Customer (1.0 ERU).....$ 3,738.32

    b. **Multifamily Customers:** Dwelling units in multifamily residential structures are assigned an ERU value of less than one to reflect the fewer number of occupants typically residing in each unit, and an assumed proportionate resulting reduction in wastewater production (1990 US Census Report and 1996 Comprehensive Plan).

        i. 4 or Less Units (1.0 ERU).....$ 3,738.32

        ii. Over 4 Units (0.54 ERU/DU)..... $ 2,018.69 per dwelling unit

    c. **Commercial Customers:** The definition of ERU for Restaurants, Bars, and Hotel/Motels are based on the number of hotel/motel rooms and the number of seats respectively as defined in the *Washington State Department of Ecology Criteria for Sewage Works Design*.

        i. **Restaurant Category 1** – Take Out / Ice Cream Shop / Yogurt Shop. Applicable if there is no dishwasher, no fryer, and no public restrooms. Restaurant area (kitchen and dining area) of 400 square feet included.

            a. Base Restaurant Category 1 SDC (1.0 ERU).....$ 3,738.32

            b. Excess restaurant area charge (in excess of 400 sq. ft) .... $11.77/sq. ft.

        ii. **Restaurant Category 2 / Bakery (Retail)** – Applicable if up to two of the three following criteria are present in business: dishwasher, fryer, public restrooms. Restaurant area (kitchen, dining area and public restrooms) of up to 1,000 square feet included.

            a. Base Restaurant Category 2 / Bakery (Retail) SDC (4.0 ERU) .....$ 14,953.29

            b. Excess restaurant area charge (in excess of 1,000 sq. ft) ..... $11.77/sq. ft.

        iii. **Bar** - Applicable if there is no food and no fryer. A dishwasher and public restrooms may be present. Bar area (seating area and public restrooms) of up to 1,000 square feet included.

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a. Base Bar SDC (1.17 ERU) ..... $ 4,373.84

b. Excess bar area charge (in excess of 1,000 sq. ft) .... $11.77/sq. ft.

iv. **Hotel/Motel** (0.5 ERU/Room) ..... $ 1,869.16 per room

v. **Other Commercial Customers** – For commercial customers that cannot be included in the previous definitions, the ERU will be defined by the business's water meter size. The American Water Works Association (AWWA) defines each equivalent 3/4-inch water meter is considered one ERU using defined meter capacity to determine the factor for the number of ERU's for each non-residential meter size above 3/4 inch. In no case shall less than 1.0 ERU be assigned to any proposed connection.

a. 5/8" or ¾" Water Meter (1.0 ERU) .....$ 3,738.32

b. 1" Water Meter (1.7 ERU) .....$ 6,355.15

c. 1 ½' Water Meter (3.3 ERU).....$ 12,336.46

d. 2" Water Meter (5.3 ERU) .....$ 19,813.11

e. 3" Water Meter (10.0 ERU) .....$ 37,383.22

f. 4" Water Meter (16.7 ERU) .....$ 62,429.98

g. 6" Water Meter (33.3 ERU) .....$ 124,486.12

h. 8" Water Meter (53.3 ERU) .....$ 199,252.56

vi. Special Conditions: For special conditions the City will determine the SDC based on either the ERU table, on estimated wastewater flow, or on a combination of both methods at the City's sole discretion. Flow will be based on either estimated peak day flow or maximum month average day flow at the sole discretion of the City. Special conditions include the following:

a. Structures with more than one of the occupancy types listed above.

b. As determined by the city upon review of an applicant's administrative appeal.

c. As determined by the city upon its sole judgment that the specifics of the proposed occupancy and/or its characteristics warrant special determination of the SDC.

vii. Administrative Appeal: An applicant for sewer connection may appeal the SDC determination to the Mayor or City Administrator within thirty (30) working days of receiving the initial SDC determination from the City. The decision of the Mayor or City Administrator shall be provided within thirty (30) working days of the appeal and shall serve as the final SDC determination.

viii. Change of Occupancy Type: If, in the sole judgment of the City, a proposed change in occupancy type for an existing structure already connected to the sewer system will substantially increase the amount or

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character of wastewater flow over that for the previous occupancy, and the SDC for the proposed occupancy would result in a greater SDC than for the previous occupancy, and the change of occupancy requires a building permit, then the use of the structure for the proposed occupancy type shall be contingent upon payment to the city of an SDC determined in accordance with this resolution. The additional SDC charge shall be added to any City permit fees or charges applicable to the proposed occupancy.

2. Installation, Inspection, and Connection Charge:
    a. Inspection Charge $790.00
    b. Titus Road Connection Charge (No Expiration).....$225.00

        Note: Titus Road: Beginning at north property line of lot 2, SS 3264 to north end of Aldea Village

    c. Chumstick Connection Charge (See Ordinance 1556 – No Expiration) ……$2,000.00

Residential Monthly Sanitary Sewer Rates

3. Monthly Sewer Rate: The monthly residential charge for being connected to the City's sanitary sewer system.
    a. Inside City Limits.....$64.45
    b. Outside City Limits (rates are 25% higher than inside city rates).....$80.56
    c. Low-income senior or disabled discount rates: Qualifying low-income senior and disabled citizens receive a discount off the monthly minimum residential charge. To qualify for the discount, applicants must be 62 years of age or older or disabled and must have a total household income of $30,000 per year or less. To qualify for the additional hardship low-income senior or disabled discount, applicants must have an income of $15,000 or less per year with no other assets. To apply for either discount, applicants must fill out and return an application for a utility discount, for review and approval by the City.
        i. Qualified low-income senior or disabled…....…50% of applicable sewer rate listed above
        ii. Additional hardship low-income seniors or disabled…....…25% of applicable sewer rate listed above

Multifamily (3 units or more) Monthly Sanitary Sewer Rates

4. Monthly Sewer Rate: The monthly multifamily charge, per each dwelling unit, for being connected to the City's sanitary sewer system.
    a. Inside City Limits..... ……...$43.76 per dwelling unit
    b. Outside City Limits (rates are 25% higher than inside city rates)..... ..... $54.70 per dwelling unit

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Commercial Monthly Sanitary Sewer Rates

Water use shall be based on the average monthly water use between October 1 of the previous year and September 30 of the current year. For the purpose of calculating the monthly commercial sewer rates, one Equivalent Residential Unit (ERU) of water use is equivalent to 7,500 gallons.

5. Service Base Rate: A minimum of 1.0 ERU per month will be charged to each commercial customer
    a. Inside City Limits.....$94.71/ERU of water use
    b. Outside City Limits (rates are 25% higher than inside city rates)..... .....$118.39/ERU of water use
6. Food Service Surcharge: Charged in addition to the Service Base Rate for food service establishments with grease fryers. The purpose of this surcharge is to account for the loading of the sewer plant associated with grease. Food service establishments without an individual water meter (a shared meter) shall be based on a calculation of one ERU per 5 seats or seventy-five percent (75%) of the total water use associated with the shared meter, as decided by the Public Works Director in coordination with the Finance Director. The surcharge shall be seventy-five percent (75%) of the service base rate as calculated above, which is as follows:
    c. Inside City Limits.....$71.03/ERU of water use
    d. Outside City Limits (rates are 25% higher than inside city rates)..... .....$88.79/ERU of water use
7. Sewer Calculation for Municipal Pools, Schools, Churches, and Non-Profits: See Resolution 05-2025 for calculating sewer rates with a combined water meter for their building/facility and irrigation water use on a single water meter.

Miscellaneous Fees

8. Late Fee..... .....$15
9. Non-Compliance Fee: Food Service Establishments without grease traps.....$500 per month

Final or closing utility bill: The City does not pro-rate utility bills. Accounts involving new owners, the pro-ration is between the previous owner and the new owner. In the event a previous balance is on the account, the City will make every effort to collect from the previous owner. However, the new owner is ultimately responsible for the bill, as the utility account stays with the property. The City suggests contacting the title company used in the real estate transaction for further remedy. In a landlord-tenant situation the landlord is ultimately responsible for the utility bill.

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STORM SEWER FEES, RATES, AND CHARGES

All customers served by City sanitary sewer system will also be charged for storm sewer, irrespective of their physical connection to the City's storm sewer system. New Connection Charges and Monthly Storm Sewer Rates, as applicable, shall be paid by all City sanitary sewer customers. System Development Charges, adopted by Resolution No. 25-2025, and Storm Sewer Rates, adopted by Resolution No. 27-2025, are included herein.

New Connection Charges

The charges in this section shall be paid by new customers to receive storm sewer service, which are applicable to all customer classes. For the purpose of calculating System Development Charges, one ERU equates to 4,000 square feet of impervious area. Residential lots developed will be charged as one ERU, unless determined otherwise by the City Engineer. Multifamily and commercial properties developing an area larger than 4,000 square feet of impervious area will be charged based on the number of calculated ERU's, calculated to one-tenth of an ERU. Example, if a property has 10,000 square feet of impervious area 10,000/4,000 = 2.5 ERU's.

1. System Development Charge (All Customer Classes) ..... $1,376.70 per ERU
2. Inspection Charge (Only for physical connection to stormwater system).....$135.00

Residential Monthly Storm Sewer Rates

3. Monthly Storm Sewer Rate:
    a. Residential..... $6.41

Multifamily (3 units or more) Monthly Storm Sewer Rates

4. Monthly Storm Sewer Rate: For the purpose of calculating monthly storm sewer rates, each unit of a multi-family dwelling is considered one dwelling unit.
    a. Multifamily (3 units or more)..... $6.41 per dwelling unit

Commercial Monthly Storm Sewer Rates

5. Monthly Storm Sewer Rate: The rates and service charges shall be based on the service provided and relative contribution of surface and storm water runoff from a given parcel to the storm water control facilities. The average estimated percentage of impervious surfaces on the parcel, the land use classification, the total parcel acreage, and/or measured impervious surface area will be used to determine the relative contribution of surface and storm water runoff from the parcel. For detailed analysis and definitions required for residential and commercial low, medium and high impact rate structures see Leavenworth Municipal Code section 13.90.050.
    a. Commercial Low Impact $6.41
    b. Commercial Medium Impact $26.93
    c. Commercial High Impact.....$42.31

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Miscellaneous Fees

6. Late Fee $15.00

Final or closing utility bill: The City does not pro-rate utility bills. Accounts involving new owners, the pro-ration is between the previous owner and the new owner. In the event a previous balance is on the account, the City will make every effort to collect from the previous owner. However, the new owner is ultimately responsible for the bill, as the utility account stays with the property. The City suggests contacting the title company used in the real estate transaction for further remedy. In a landlord-tenant situation the landlord is ultimately responsible for the utility bill.

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SOLID WASTE RATES, FEES, AND CHARGES

Solid Waste Rates, adopted by Resolution No. 27-2025, are included herein.

Commercial and Multifamily (3 units or more) Monthly Garbage Rates (Weekday Pickup)

Weekday pickup is defined as collection on Monday through Friday.

1. Scheduled Collection: The following rates entitle a customer to the collection of one container once per week on a weekday. For multiple midweek collections per week, multiply the following applicable rate by the number of midweek times per week that the garbage is collected.
    a. 64-gallon Container ..... $54.04 per each weekday pickup
    b. 96-gallon Container ..... $59.32 per each weekday pickup
    c. 96-gallon Bear-Resistant Container ..... $59.32 per each weekday pickup
    d. 96-gallon Bear-resistant Container (only when utilized as replacement of a 300-gallon container; a minimum of 2 bear-resistance containers must be in use per customer to receive this rate) ..... $51.45 per each weekday pickup
    e. 300 Gallon Container ..... $102.89 per each weekday pickup
    f. City Big Belly Street Garbage Cans ..... $74.00 per each weekday pickup
2. Non-Scheduled or Additional Collection: This rate is half of the monthly weekday rate to account for additional staff time to schedule, collect, and bill. Note that customers can reduce this cost by adding additional days to their regular weekly collection.
    a. 64-gallon Container ..... $27.02 per collection
    b. 96-gallon Container ..... $29.66 per collection
    c. 96-gallon Bear-Resistant Container ..... $29.66 per collection
    d. 300-gallon Container ..... $51.45 per collection
    e. Single Bag Collection (Not in a Container) ..... $8.45 per bag per collection
    f. Pallet Disposal ..... $8.45 per pallet
3. Overloaded Container During Collection:
    a. 64-gallon Container ..... $9.00 per occurrence
    b. 96-gallon Container ..... $9.88 per occurrence
    c. 96-gallon Bear-Resistant Container ..... $9.88 per occurrence
    d. 300-gallon Container ..... $7.15 per occurrence

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Commercial and Multifamily (3 units or more) Monthly Garbage Rates (Weekend Pickup)

Weekend pickup is defined as collection on Saturday or Sunday.

4. Scheduled Collection: The following rates entitle a customer to the collection of one container once per week on a weekend day. For multiple weekend collections per weekend, multiply the following applicable rate by the number of weekend times per week that the garbage is collected.
    a. 64-gallon Container ..... $82.25 per each weekend pickup
    b. 96-gallon Container ..... $87.53 per each weekend pickup
    c. 96-gallon Bear-Resistant Container ..... $87.53 per each weekend pickup
    d. 96-gallon Bear- Resistant Container (only when utilized as replacement of a 300-gallon container; a minimum of 2 bear-resistance containers must be in use per customer to receive this rate) ..... $65.55 per each weekend pickup
    e. 300 Gallon Container ..... $131.10 per each weekend pickup
    f. City Big Belly Street Garbage Cans ..... $$74.00 per each weekend pickup
5. Non-Scheduled or Additional Collection: This rate is half of the monthly weekend rate to account for additional staff time to schedule, collect, and bill. Note that customers can reduce this cost by adding additional days to their regular weekly collection.
    a. 64-gallon Container ..... $41.13 per collection
    b. 96-gallon Container ..... $43.77 per collection
    c. 96-gallon Bear-Resistant Container ..... $43.77 per collection
    d. 300-gallon Container ..... $65.55 per collection
    e. Single Bag Collection (not in a container) ..... $12.86 per bag per collection
    f. Pallet Disposal ..... $12.86 per pallet
6. Overloaded Container During Collection:
    a. 64-gallon Container ..... $13.71 per occurrence
    b. 96-gallon Container ..... $14.58 per occurrence
    c. 96-gallon Bear-Resistant Container ..... $14.58 per occurrence
    d. 300-gallon Container ..... $21.86 per occurrence

Miscellaneous Garbage Fees

7. Garbage Container Monthly Rental Fee
    a. 64-gallon Container ..... $3.15 per container
    b. 96-gallon Container ..... $3.15 per container
    c. 96-gallon Bear-Resistant Container ..... $10.80 per container

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d. 300-gallon Container Rental without Caster Wheels.....$38.00 per container

e. 300-gallon Container Rental with Caster Wheels.....$54.00 per container

8. Cleaning Fee: Customers are responsible for keeping their City-issued garbage containers clean and sanitary. A cleaning fee will be issued to customers who wish to have the City perform additional cleaning per container per occurrence.

   a. 64-gallon Container $33.00

   b. 96-gallon Container $33.00

   c. 96-gallon Bear-Resistant Container.....$33.00

   d. 300-gallon Container $60.00

9. Container Replacement Fee: The following fees will be charged for City-issued garbage containers that are damaged or lost:

   a. 64-gallon Container $157.00

   b. 96-gallon Container $157.00

   c. 96-gallon Bear-Resistant Container.....$540.00

   d. 300-gallon Container $632.00

10. Spilled Trash: The City of Leavenworth is not responsible for spilled trash caused by weather, animals, birds, overfilled containers, or containers with open lids. Any material outside of its container will be billed to the customer at a rate of $60 per hour/per employee (2-hour minimum) used to clean the area. Any equipment deemed necessary for the clean-up will be charged directly to the business at $100 per hour.

11. Late Fee…….....$15.00

Commercial Monthly Cardboard Rates

All commercial accounts will be assessed a monthly fee for the service of cardboard collection.

All customers must ensure that commercial cardboard generated from their business operations is securely placed inside the designated container. Containers contaminated with materials other than recyclable cardboard may not be serviced by the City until such items are removed. The City of Leavenworth is not responsible for removing refuse or discarded items located around the container or enclosure. It is the responsibility of the commercial customer to clear these items to ensure continued regular service. If issues with container maintenance persist, the City reserves the right to remove the recycling container. In such cases, the business will forfeit the right to this service and must arrange for the disposal of their recyclable materials independently.

Based on the location of the business, each commercial customer will be categorized into one of the following customer types:

a. Front Street Alley Core: Any commercial customer that is located south of Front Street and north of Commercial Street between 10th Street and the western terminus of the downtown alley, Edelweiss Weg (up to and including 633 Front Street).

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b. Stand-Alone Cardboard: Any commercial customer that is not located in the Front Street Alley Core.

12. Front Street Alley Core: Commercial customers in this location will utilize one communal 300-gallon cardboard container that is shared with other commercial customers in the vicinity. This monthly rate will provide unlimited use of the communal bin. Each bin will be placed in a location specified and approved by the City and containers will be serviced regularly to maintain sanitary and aesthetic conditions.
    a. Front Street Alley Core Monthly Cardboard Rate.....$36.50
13. Stand-Alone Cardboard: Commercial customers in this location will be provided with one 300-gallon cardboard container. The container will be serviced one time per week, unless scheduled otherwise by the customer.
    a. Stand-Alone Cardboard Monthly Cardboard Rate .....$38.87 per each weekly pickup
    b. Non-Scheduled or Additional Collection: This rate is half of the monthly weekend rate to account for additional staff time to schedule, collect, and bill. Note that customers can reduce this cost by adding additional days to their regular weekly collection ....$19.44 per collection
    c. Overloaded Container During Collection .....$6.48 per occurrence

Miscellaneous Cardboard Fees

14. Cardboard Contamination Fee (charged for cardboard container contaminated with trash)..... .....$103.00 per container per occurrence
15. Cleaning Fee: Customers are responsible for keeping their City-issued cardboard containers clean and sanitary. A cleaning fee will be issued to customers who wish to have the City perform additional cleaning per container per occurrence.
    a. 300-gallon Container $60.00
16. Container Replacement Fee: The following fees will be charged for City-issued cardboard containers that are damaged or lost:
    a. 300-gallon Container $632.00
17. Spilled Cardboard: The City of Leavenworth is not responsible for spilled cardboard caused by weather, animals, birds, overfilled containers, or containers with open lids. If a customer allows cardboard to accumulate on their premises or fails to position the container conveniently for collection, the City may, at its discretion, collect and remove the cardboard. Collection of any material outside of its container will be billed to the customer at a rate of $62 per hour per employee (2-hour minimum) used to clean the area. Any equipment deemed necessary for the clean-up will be charged directly to the business at $103 per hour.
18. Late Fee.....$15

Final or closing utility bill: The City does not pro-rate utility bills. Accounts involving new owners, the pro-ration is between the previous owner and the new owner. In the event a previous

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balance is on the account, the City will make every effort to collect from the previous owner. However, the new owner is ultimately responsible for the bill, as the utility account stays with the property. The City suggests contacting the title company used in the real estate transaction for further remedy. In a landlord-tenant situation the landlord is ultimately responsible for the utility bill.

Additional Charge For Pickup For Noncompliance: In the event any owner or occupant of premises within the City permits garbage to accumulate thereon, and fails or refuses to deposit such garbage in suitable containers in accordance with the provisions of this resolution, or fails to place the same conveniently for loading, the City, at its discretion, may collect and remove such garbage, and in such case the entire expense of the collection and removal thereof, as determined by the City, shall be charged against such premises, and against the owner or occupant, in addition to the regular charge for collection and disposal of such garbage.

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CEMETERY RATES, FEES AND CHARGES

Burial and Cremains Lot Purchase: The purchase price of all lots (adult, youth/infant, and 18"x24" cremains lots) includes endowment care, vase, vase setting fee, and temporary markers. One adult burial lot may be used for up to one (1) adult casket and one (1) cremains with payment of the Companion or Extended Use fee. One cremains lot may be used for up to two (2) urns with payment of the Companion or Extended Use fee.

		Inside City Limits	Outside City Limits
1.	Adult Burial Lots	$1,540.00	$2,570.00
2.	Youth/Infant Lots	$570.00	$980.00
3.	18" x 24" Cremains Lots	$820.00	$1,440.00

Niche Purchase: The purchase price of a niche includes endowment care.

		Inside City Limits	Outside City Limits
4.	Niches (Rows 1 – 4)	$1,130.00	$1,750.00

Opening and Closing Fees

		Weekday	Saturday
5.	Adult Lots	$820.00	$1,335.00
6.	Youth/Infant Lots	$360.00	$615.00
7.	Cremains Lots	$360.00	$615.00
8.	Niches	$255.00	$410.00
9.	Disinterment	$1,645.00	Weekday Only
10.	Disinurnment (Ground)	$360.00	Weekday Only
11.	Disinurnment (Niche)	$255.00	Weekday Only

Stone Setting, Administrative, and Miscellaneous Fees

12.	Companion or Extended Use (per Burial Lot, Cremains Lot, or Niche)	$283.00
13.	Marker Survey Fee	$103.00
14.	Marker Setting Fee	$250.00
15.	Niche Delivery Fee	$103.00
16.	Lot Transfer of Ownership Fee (Including to City)	$26.00
17.	Niche Shutter Replacement Fee	$514.00

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18. Niche Vase and Vase Setting Fee.....$41
19. Winter Burial Fee: At the direction of the Public Works Director, this fee will be charged for winter burials when weather conditions are anticipated to necessitate the removal of snow for the burial to occur. This fee shall be paid in advance of burial preparation by City staff. If weather conditions permit a burial without snow removal, this fee will be reimbursed to the customer $1,542.00

Payment of Lots

A cemetery lot must be paid for in full before interment. The City will hold a cemetery lot for a purchaser upon receipt of a twenty percent (20%) down payment, provided the balance is paid within one (1) year. A service fee of $25 shall be charged for the delayed payment.

Fees for Additional Services

Fees and costs in addition to those set forth above may be charged for special circumstances requiring additional City staff time, equipment or resources. These costs would be identified by staff when needed and would be presented to the purchaser prior to charging for any services; such additional charges shall be paid in full prior to any interment or disinterment. Fees will be billed at the current rate of $62 per hour.

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FEES AND CHARGES
FOR EQUIPMENT RENTAL, TRAFFIC CONTROL, WORK IN THE RIGHT OF WAY

Right-of-Way Permit and Utility Extension Fees

1. Right-of-Way Permit (Maintenance of Existing Sidewalk Only) $36.00
2. Right-of-Way Permit (No Asphalt/Concrete Cutting or Excavation in Right-of-Way) $108.00
3. Right-of-Way Permit (Asphalt/Concrete Cutting or Excavation in Right-of-Way) $324.00
4. Right-of-Way Permit Paid Parking Surcharge: For work occurring in a location that utilizes or blocks access to paid on-street parking stalls.....$21.00 per day per on-street parking stall
5. Right-of-Way Permit Restricted Access Surcharge: For work occurring in a location that restricts vehicular access (i.e., Front Street pedestrian plaza)..... $21.00 per day per vehicle
6. Right-of-Way Permit Late Application Surcharge: If work requiring a Right-of-Way Permit begins without obtaining the permit in advance, the Right-of-Way Permit fee will be double the standard applicable Right-of-Way Permit fee
7. Utility Extension Permit (Water/Sewer/Stormwater)
    a. City Permit Fee $308.00
    b. In addition to the City Permit fee, the City may outsource work to agencies, firms, and individuals at its discretion for any type of the Utility Extension Permit-related activities (i.e., engineers, inspectors). The applicant shall be responsible for all consultant costs.

Labor, Equipment, and Traffic Control Device Rates

8. Traffic control signs ..... Deposit Required Rates Listed Below
9. Barricades with flashers ..... Deposit Required Rates Listed Below
10. Wooden barricades ..... Deposit Required Rates Listed Below
11. Traffic cones ..... Deposit Required Rates Listed Below
12. Crew labor cost..... $62.00 per hour per employee
13. Overtime labor cost ..... $93.00 per hour per employee
14. Heavy equipment (excluding operator) ..... $103.00 per hour
15. Deposit Fees for Traffic Control Signs, Barricades (with or without flashers), and Traffic Cones:
    a. Request for 1-5 signs/barricades/cones.....$51.00
    b. Request for 6 or more signs/barricades/cones $154.00

All such chargeable use of City time and equipment is at the City's discretion. There is a minimum 4-hour requirement for any requests of City owned and operated heavy equipment.

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POOL FEES

Day-Use Fees

	PRSA resident	Non-PRSA resident
Under two (2) years of Age	No Fee	No Fee
General Admission (Two (2) years and up	$6	$10
Senior Citizen (all swims) *	$4	$7
Lap Swim/Water Exercise (non-senior)	$6	$10
10-Punch Pass (20% Discount)	$48	$80
Senior 10-Punch Pass (20% Discount)	$32	$56

Season Passes

Family Pass (Limit 6 People)	$180	$252
Add On-Option Per Person	$30	$42
Individual Pass	$110	$156
Senior Pass	$65	$90

*A Season pass includes access to open swim, lap swim and water exercise classes. Lessons are billed separately.

Swim Lessons

Class lessons	$ 45/per student	$50/per student

Private Lessons .....$65 per hour, up to two students per hour fee

Pool Rental (Must be outside regular pool hours)

Rental charge of $125 plus $25.00 per lifeguard, per hour. The number of lifeguards shall be determined by the pool manager or assistant pool manager.

*Senior Citizen: age sixty-five (65) or older, proof of age required.

Swim Teams

Swim Team Prep Fee.....$75/per person

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LEAVENWORTH FESTHALLE & CIVIC CENTER
RENTAL AND DEPOSIT FEES
FOR CALENDAR YEARS – 2026-2027

2026 Daily Rentals	For-Profit Event	Non-Profit Event
Fri – Sat	$2,100	$1,575
Sun – Thu	$1,260	$578
Refundable Deposit*	$2,000	$2,000
Table / Chair Rental	$300	$300
Event Set Up (5 hrs)	$175	$175
Event Take Down (5 hrs)	$175	$175
Event Staffing	$35 / hour	$35 / hour
Bartending	$40 / hour	$40 / hour
Hired Security	$35 / hour	$35 / hour
Post Event Deep Clean*	$350	$350
On Site Janitorial	$50 / hour	$50 / hour
Audio Video Package	$150 / per event	$150 / per event

Private Event / Celebration Daily Rental	
Fri - Sat	$6,140
Sun - Thu	$4300
Refundable Deposit*	$2,000

All private event / celebration rentals include room rental plus 10 hours for average event support including:

- 16 hours of use – check in at 8:00 AM; check out at 12:00 AM
- Use of Festhalle tables and chairs
- Setup and breakdown of Festhalle tables and chairs
- Event Staffing (2 x 9 hours)
- Facility deep clean and sanitize
- Audio Video Package
- Bartending (2 Bartenders @ 8.5 hours each)

Hourly Rentals:	Sun - Thu
Lobby	$100 / hour
Main Hall	$150 / hour
Refundable Deposit*	$500

*Required for all events
*Failure to return keys will result in an additional $300 fee.

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Other fees and charges for services related to the Festhalle rental of equipment, chairs, tables, security, kitchen amenities, and janitorial services may apply and are defined within the Festhalle Rental Agreement.

2027 Daily Rentals	For-Profit Event	Non-Profit Event
Fri – Sat	$2,100	$1,575
Sun – Thu	$1,260	$578
Refundable Deposit*	$2,000	$2,000
Table / Chair Rental	$300	$300
Event Set Up (5 hrs)	$175	$175
Event Take Down (5 hrs)	$175	$175
Event Staffing	$35 / hour	$35 / hour
Bartending	$40 / hour	$40 / hour
Hired Security	$35 / hour	$35 / hour
Post Event Deep Clean*	$350	$350
On Site Janitorial	$50 / hour	$50 / hour
Audio Video Package	$150 / per event	$150 / per event

Private Event / Celebration Daily Rental	
Fri - Sat	$6,140
Sun - Thu	$4300
Refundable Deposit*	$2,000

All private event / celebration rentals include room rental plus 10 hours for average event support including:

- 16 hours of use – check in at 8:00 AM; check out at 12:00 AM
- Use of Festhalle tables and chairs
- Setup and breakdown of Festhalle tables and chairs
- Event Staffing (2 x 9 hours)
- Facility deep clean and sanitize
- Audio Video Package
- Bartending (2 Bartenders @ 8.5 hours each)

Hourly Rentals:	Sun - Thu
Lobby	$105 / hour
Main Hall	$158 / hour
Refundable Deposit*	$500

*Required for all events
*Failure to return keys will result in an additional $300 fee.

Other fees and charges for services related to the Festhalle rental of equipment, chairs, tables, security, kitchen amenities, and janitorial services may apply and are defined within the Festhalle Rental Agreement.

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MISCELLANEOUS FEES AND CHARGES

Dog Licenses

1. Spayed/Neutered $10
2. Unaltered $15
3. If paid after March 1st (Spayed/Neutered) (Includes $10 penalty) $20
4. If paid after March 1st (Unaltered) (Includes $15 penalty) $30

NSF / EFT Fee $45

Credit Card Convenience Fee ..... 3% - 3.5% per transaction

Invoice Late Fee ..... 12% per Annum

- 1 – 3 Months No Initial Fee
- 4 – 6 Months Late Fee added each month to full balance with prior late fees
- 7th Month – City will send to collections

Copy and Transcription Services

Printed Copies $0.15/page

Scanned into Electronic Format $0.10/page

Documents Provided Electronically ..... $0.05/4 files or attachments

Electronic Transmission Fee $0.10/Gigabyte

Cassette Tape, USB or CD Copy ..... City Actual Cost

The City adheres to rules pertaining to RCW 42.56.120(2)(b), (c), and (e) The Public Records Act and as such finds that calculating actual costs would be unduly burdensome; therefore, utilizes the option to charge the above fees per said RCW sections. The City reserves the right to amend changes to this schedule as amended by RCW. The City reserves the right to outsource copying of materials and transcription of tapes. If materials are outsourced, the actual cost for copying and transcription billed to the City shall be the cost reimbursed to the City by the requestor.

Fax Services

First page $2

Additional page ..... $.50/each

Notary Services

City Documents ..... No Charge

Other Documents $15.00

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Consumer Price Index (CPI)

A general rule of the City's various contracts and agreements may include language for a CPI adjustment on an annual basis. The City will incorporate the use of the Seattle CPI-U for all Urban Consumers when incorporating such language.

City Hall Room Rental Fees

Hourly Fee.....$25

Nonprofit Rate……$25/event

Hourly Fee After Hours.....$50

Nonprofit Rate…….. $50/event

* The City Council and/or City Administrator may reduce certain Room Rental fees upon request.

Commercial River Access Permit Fees

Application Fee…….$125

Refundable Deposit……$250

Rafting

Commercial Rafting Launch/Take Out Fee.....$3 per passenger

Tubing, Kayaking, Paddle Boarding

Commercial Tubing Launch/Take Out Fee .....$5.00 per passenger

Other Licenses / Permits

Business Licenses:

Number of Persons
1 to 12 .....$115

13 and Over $300

Penalty within one month of city notification of delinquency.....50 % of license fee

Penalty after one month of city notification of delinquency.....100% of license fee

Temporary Business License (up to 4 months).....$25 per month
Transient Business.....$100
Temporary change of occupancy number.....$100

Vehicle for Hire Licenses:

Motorized vehicle for hire license initial application: $500

Any new business, part year after January 1 to June 30 ..... ½ Rate

Penalty after July 31 but on or before August 31 .....50 % of license fee

Penalty after August 31.....100% of license fee

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Licenses are renewed on or before July 1 of each year at a rate of $75 per year, per vehicle.

Non-motorized vehicle for hire license:

Non-Motorized vehicle for hire license initial application: $500

Any new business, part year after January 1 to June 30 ..... ½ Rate

Penalty after July 31 but on or before August 31 ..... 50% of license fee

Penalty after August 31..... 100% of license fee

Licenses are renewed on or before July 1 of each year at a rate of $75 per year, per vehicle.

Special Use Permits:

Special Use Permit fee (when not specified in the Leavenworth Municipal Code) $200

Special Use Film Permits ……$500 application review, plus $50 per hour for staff time (review and support activities). Additionally, City may require bonding for cleaning/restoring any public space/right-of-way.

Special Use Permit Renewals (completed within 30-days of expiration) $50

Special Use Permit Renewals (completed after 30-days of expiration) $150

Park Facility (Front Street Gazebo) Private Use Fee.....$125

City Park Right-of-Way Square Footage Rate per Square Foot per month.....$0.50

Street Right-of-Way (Festival use) Square Footage Rate per Square Foot per month……..$0.50

Offering and/or selling of goods or services in public places and/or street license (year).....$50

Festival Fee per LMC 5.38.060.....$125

Sidewalk Right-of-Way Square Footage Rate per Square Foot per month…….....$1.50

Liquor Control Board Demarcation Marker ……..$15.00 each

Demarcation Marker placement or repair…….…….$100.00 per occurrence

Street Right-of-Way (Outdoor seating) Square Footage Rate per Square Foot per month…….....…….$1.50

Right-of Way Permit for Street Closure.....$125

Festival Food Booth (100 Square Feet) in the Right-of-Way (street or park) up to 30 days……..…….$100

Temporary Parking Lot per LMC 10.08.220…….....$100

Leasehold Excise Tax: Special Use Permits that exceed $250, all necessary fees combined, are subject to the State Leasehold Excise Tax of 12.84% that will be added in addition to the fees of the Special Use Permit unless otherwise exempt under WAC 458-29A-400.

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The City Council and/or City Administrator may reduce certain Special Use Permit fees upon request.

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PARKING LOT, METER, AND PERMIT FEES

Parking lot, on-street parking, and permit hours and fees are detailed in the tables below. Permit parking is permitted only in specified stalls in designated parking lots, and enforcement of permit parking shall apply to designated areas owned, leased, managed, or maintained by the City. The Chelan County Sheriff and Mayor's Designee are authorized to issue infraction notices for parking infractions that are in violation of any parking regulations within the Leavenworth Municipal Code (LMC). All cars parked in violation of the parking regulations within the LMC are subject to towing and parking infraction fee(s) as identified below. ADA parking is free in on-street parking and in ADA-marked parking lot stalls provided parkers have a valid ADA placard or license plate.

Paid Parking Permits 20% Discount Non-Profit Rate

Lot	Monthly Fee
Blewett (B1/2)	$125
Freund Lot FL	$100
Horseshoe Lake HL	$75
Glacier GL	$75
Front Street Access w/ ROW permit	$20/vehicle/day
Contractor Permit	$105
Employee Parking Program Listed lots for Permit: • Blewett Annex, • Dragontail, • Enchantments • Freund • Glacier • Horseshoe Lake **Lots only – No street parking**	$50

PRSA Resident Parking Program	Hourly Fee	
	3 hours	Additional time
All off street lots and on street stalls without restrictions	$1/hour-up to 3 hours	Market rate for day each additional hour after 3

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Parking Lot Fees

Parking Lot	Hourly Fee		Daily Rate Fee		OVERNIGHT RATE IF AVAILABLE	
	Min	Max	Min	Max		
Aasgard A1/A2	$1	$5	$10	$50		
Blewett & Blewett Annex B1/B2	$1	$5	$10	$50		
Colchuck C1 April-October 31, yearly overnight	$1	~~$4~~ $5	$10	$50	$60	$75
Dragontail D1	$1	$4$5	$10	$50		
Enchantments (Library / City Hall) E1	-	-	-	-		
Freund (Pool) F1	$1	$5	$10	$50		
Glacier (DOT) G1/G2	$1	$5	$10	-		
Horseshoe Lake H1/H2	$1	$5		$50	$55	$70
Oversized Parking in Glacier Lot	$2	$8	$10	$60		

On-Street Parking Fees

On-Street Parking	Hourly Fees	
	Min	Max
Street Kiosks	$1	$5.00

Parking Infraction Fees

Fee	Amount
Parking Infraction (paid w/in 48 hours of issuance)	$39
Parking Infraction (paid between 48 hours and 15 days of issuance)	$49
Parking Infraction Late Fee (if not paid within 15 days of issuance)	$25
Parking Infraction Late Fee (if not paid within 45 days of issuance)	$25
Parking Infraction Pedestrian Plaza after 11am / camping in residential zones	$250
Parking Infraction Late Fee (if not paid within 15 days of issuance)	$25
Parking Infraction Late Fee (if not paid within 45 days of issuance)	$25

Parking Delinquent Special Collections Fees

If the penalty imposed for any Parking Infraction Fee is not paid within seventy-five (75) days of the date it was imposed, the total amount owed for all Parking Infraction Fees may be turned over to a collection agency for collection and may be subject to an additional surcharge imposed by the collection agency.

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Other Parking Regulations

1. All parking lots have hours of 7:00 am – 3:00 am. Overnight parking is allowed in permitted lots only, with paid reservation.
2. All parking lots are subject to lot-specific rules detailed below and posted on signs in each lot.
3. Overnight parking is not permitted in City-owned lots, with the exception of:
    a. Colchuck lot (during the months of April – October 31 yearly), and Horseshoe Lake lot overnight available all year.
4. The City allows a grace period of fifteen (15) minutes for any pay parking stall in lots or on-street, not including restricted loading zones, permit stalls, 3-hour max lots, Freund (pool) Lot stalls while pool open, or marked no parking areas. A grace period is available at kiosk and with app to register one plate per day.
5. Front Street Pedestrian plaza is closed to all through traffic at 11am, daily. The fine for violators within the bollard-protected area of 600 Front Street to 932 Front Street, is $250 per occurrence.
6. No camping or sleeping in vehicles (including RVs and vans) is permitted in City owned lots or on any City right-of-way. The fine for violators is $250 per occurrence.
7. Freund Parking Lot
    a. A pay kiosk will be installed in 2025 for pay parking in outside rows, only while pool not in operation.
    b. During Pool Season (Memorial Day to Labor Day), the Freund parking lot outside parking lanes may be designated for pool patrons only.
    c. All-time restrictions on parking are posted on signs in the lot.
    d. Middle rows are restricted to permit holders only, license plate enforced.
8. Enchantments Parking Lot
    a. No fee is required for use of the parking lot.
    b. Time restrictions on parking are posted on signs in the lot.
    c. Individual lot signs alert motorists to stall restrictions.
9. Glacier Parking Lot
    a. Large vehicle parking is permitted in the Glacier lot and may be subject to a daily fee paid through the City's Paid Parking Program system. (The City may add additional large vehicle parking to the Car Wash lot at 1451 US Highway 2 at a future date. The City website shall have the most up-to-date information.)
    b. Large Vehicle parking is only for vehicles that occupy more than one standard parking stall of 8'6" in width and 17'6" in depth. (e.g. RVs, Trucks & Trailers, Busses, etc.).
    c. On an emergency basis, Glacier lot may be used for large vehicles or other parking needs when Stevens Pass is closed.
10. Parking rates are to be determined within the rate min/max or lower than the rate minimum by City Administration without notice.
11. Holiday and Festival rates to be determined by City Administration without notice.