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CITY OF BELLEVUE, WASHINGTON

ORDINANCE NO. 4457

AN ORDINANCE regarding permit and approval fees under the Bellevue Construction Code and the Land Use Code for the Design and Development Department and development services fees under the Bellevue City Code for the Storm and Surface Water Utility; amending Ordinance No. 4316.

THE CITY COUNCIL OF THE CITY OF BELLEVUE, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Section 3, subsection 6 of Ordinance No. 4316 is amended to read as follows:

6. The City may stop review of an application at any time any fee required for the application is more than 30 days delinquent. If any required fee is not paid within 90 days of the date due, the Director may cancel the application or permit, revoke the approval, or, if work is under way, may issue a stop work order.

Section 2. A new subsection 7 is added to Section 3 of Ordinance No. 4316, to read as follows:

7. If a payment is owed pursuant to the City's low-income tenant relocation assistance ordinance, Chapter 9.21 Bellevue City Code, and permits are submitted to demolish, rehabilitate, or change the use of structures at the site, the applicable Director may withhold review or issuance of the permits until the required relocation assistance payment is paid.

Section 3. Section 6 of Ordinance No. 4316 is amended to read as follows:

1. NSF Payments: Any applicant whose payment of fees is returned to the City for Non-Sufficient Funds will be charged the City standard $15.00 returned check fee. The fees and the returned check fee are due and payable within 5 working days of notification. Review of the project will be stopped or a stop-work order posted on the site of the project at the direction of the applicable Director, who will take other appropriate actions to collect amounts due. The City has no responsibility for any damages resulting to an applicant from a stop-work order.

2. Billings: Periodic billings for project review and development services for the previous calendar month will be sent by the 10th of the current month and are due and payable by the 1st of the following month. The final payment is due at the time of issuance, as established in the

conditions for the approval, prior to the issuance of the certificate of occupancy, or as authorized by the applicable Director.

3. Late Payments: The applicable Director may, by administrative rule, provide that any applicant with an account receivable balance more than 30 days past the due date be charged a $15.00 late charge. Review of the project will be stopped at the direction of the applicable Director, who will take other appropriate actions to collect amounts due.

4. City Projects: The Design and Development Department will charge all appropriate fees for utility funded and Capital Improvement Program Projects except as authorized by the Director. The Storm and Surface Water Utility will charge all appropriate fees to all city projects except as authorized by the Director.

5. Cancellation/Withdrawal: Where no permit or approval is issued or where an applicant withdraws an application prior to approval, the applicant remains responsible for payment for all or a portion of the fees based on costs incurred by the appropriate Department, as determined by the applicable Director.

6. Refunds: Any fee established in this ordinance which was erroneously paid or collected will be refunded. Refunds for applications or issued permits or approvals which are withdrawn or canceled will be paid as follows:

a. Operations and data development fees are nonrefundable except as noted above. The State Building Code Fee will be refunded if the permit is not issued. The radon device fee will be refunded if no construction work has begun.

b. Applicants filing applications that are found insufficient and returned will receive 80 percent of the fees as a refund, except as noted above.

c. Applicants filing applications that are found sufficient will receive a refund amount of not more than 80 percent, except as noted above, based on the costs incurred by the appropriate Department from submittal to the date of refund request, as determined by the applicable Director.

d. Refunds for applications for which all review is complete, or the permit has been made ready-to-issue, or has been issued and no construction work begun, will be limited to no more than 80 percent of the building permit fee. No land use, plan review, or Storm and Surface Water review or inspection fees will be refunded once review or inspection is complete or approvals have been issued.

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e. Refunds for permits for which inspections have been performed will be limited to that portion of the permit fee that has not been expended, as determined by the applicable director.

f. Refunds for fees collected by the Design and Development Department for other permit authorities will be refunded at the direction of the applicable department.

g. No refund will be processed for less than $5.00 or as authorized by the applicable Director.

7. Definition of Single Family: For purposes of this ordinance, "single family" means a building containing not more than two dwelling units, each having only one kitchen and each designed for occupancy exclusively by one family. In-unit work, in a residential building over two units, will be considered a single family application when the scope of work is limited to one unit.

8. Operations fee: In addition to the fees established here an operations fee will be levied on each permit or approval. This fee, used to fund and maintain the automated system for development review staff and maintain the Permit Center, is due at submittal and will apply to each permit and approval issued by the Design and Development Department, the Storm and Surface Water Utility, or the Planning Department. The fee will be charged according to this schedule:

Construction Permits	
ABC	$20
ACM	$300
ACMSR	$300
ASC	$20
ASF	$20
ASSF	$20
BPCPA	$300
BPNC	$300
FOUND	$20
NSSF	$20
PLS	$20

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RSF	$5
SASF	$20
SHORN	$300
SRSF	$20
TI	$20
TIDD	$20
Electrical Permits	
EC	$5
EFA	$5
ELV	$5
EPR	$20
ESF	$5
ET	$5
Mechanical Permits	
MC	$5
MFP	$20
MPR	$20
MS	$5
MSF	$5
Plumbing Permits	
PC	$5
PPR	$20
PSF	$5
Sign Permits	
SIGN	$20
SIDD	$20
TSIGN	$20

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Miscellaneous Construction Permits	
DEMO	$20
DEMII	$40
SPA	$20
STDR	$40
STNDR	$20
Conditional Uses	
ACU	$300
CUAA	$300
CUAAS	$300
CUDN	$300
CUSM	$300
Design Reviews	
DRCBD	$300
DRMAJ	$300
DRSA	$40
DRSAS	$300
MDR	$300
Natural Determinants	
PAI	$300
PAAD	$300
PAHE	$300
WBAA	$300
WBABA	$300
Planned Unit Development	
FPDA	$300
FPDC	$300
PDAA	$300

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PDAAS	$300
PFPUD	$300
PPUD	$300
Plats	
BLA	$40
CSPS	$300
CSPSE	$40
DLC	$40
FP	$300
FSP	$40
PP	$300
PSPS	$300
PSPSE	$40
Shorelines	
SFDOE	$40
SHEX	$20
SHEXE	$20
SSDOE	$40
Variances	
SVA	$300
SVBOA	$300
VRA	$300
VRBOA	$300
VRSGN	$300
Miscellaneous Land Use Actions	
CHILD	$20
EIS	$300
HOII	$20

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HOIII	$20
LUX	$40
PSEPA	$40
TU	$20
Planning Department Actions	
CPA	$20
IREZ	$300
REZ	$300
Storm and Surface Water Reviews	
CGLFN	$40
CGLFS	$40
CGSFN	$20
CGSFS	$20
PLTE	$300
SPLTE	$300

9. Data Development Fee: In addition to the fees established here, a $19.00 data development fee will be levied on each permit or approval except those issued by the Storm and Surface Water Utility. This fee, used to fund staff positions associated with the administration of the Traffic Standards Code, is due at submittal and will apply to each permit and approval issued by the Design and Development Department and the Planning Department.

10. Public Works Review fee: In addition to the fees established here, a $378.00 public works review fee will be levied and collected for the Public Works Department for the following permits and approvals: BPCPA, BPNC, CUDN, DRCBD, DRMAJ, EIS, PFPUD, PP, PPUD, PSEPA, REZ (see Section 16). This fee is due at submittal and will be used to fund costs associated with the operation of the Public/Works Transportation traffic model associated with the Traffic Standards Code.

11. Consultants: The cost of retaining consultants when it is necessary to obtain required technical expertise, will be borne by the applicant.

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12. Fee Calculation: The fees of all applications covered in this ordinance will be calculated using the fee schedule in effect at the time the fee is due. Each application stands alone and is considered individually for the purpose of calculating application fees.

Section 4. Section 7, subsection 6 of Ordinance No. 4316 is amended to read as follows:

6. Multifamily Projects: Separate building, mechanical, electrical, and plumbing permits are required for each building in a multifamily complex. If individual buildings do not have separate contract prices, the fees will be calculated on the total contract price and this total will be apportioned between the individual buildings.

Section 5. Section 8, subsection 1 of Ordinance No. 4316 is amended to read as follows:

1. Types of Permits: The fees established here apply to building permits as listed in Section 16.

Total Valuation	Fee
$1.00 to $500.00	$20.10
$501.00 to $2,000.00	$20.10 for the first $500 plus $3.10 for each additional $100.00 or fraction thereof, to and including $2,000
$2,001.00 to $25,000.00	$66.60 for the first $2,000.00 plus $12.30 for each additional $1,000.00 or fraction thereof, to and including $25,000.00
$25,001.00 to $50,000.00	$349.50 for the first $25,000.00 plus $9.10 for each additional $1,000.00 or fraction thereof, to and including $50,000.00
$50,001.00 to $100,000.00	$577.00 for the first $50,000.00 plus $5.90 for each additional $1,000.00 or fraction thereof, to and including $100,000.00

$100,001.00 and up	$872.00 for the first $100,00.00 plus $5.10 for each additional $1,000.00 or fraction thereof

Section 6. Section 8, subsection 5 of Ordinance No. 4316 is amended to read as follows:

5. State Building Code Fee: The State Building Code fee is collected at submittal for the state on all building, spa, and satellite dish permits at the rate of $4.50 each. The fee for new multifamily building permits is $4.50 for the 1st unit and $2.00 for each additional unit.

Section 7. A new subsection 6 is added to Section 8 of Ordinance No. 4316, to read as follows:

6. Radon Device: The cost of the radon device required in each new single-family home and each ground floor unit of a new multifamily residential building is $9.25 and is due at issuance.

Section 8. Section 9 of Ordinance No. 4316 is amended to read as follows:

1. Types of Permits: The fees established here apply to electrical permits as listed in Section 16.

2. Plan Review Fee: When plans and/or specifications describing the electrical installation are reviewed by the Building Official, the fee will be 10 percent of the fee calculated for the electrical permit based on such plans and/or specifications. The plan review fee is due at issuance and is in addition to the permit fee.

3. Permit Fee: The permit fee for electrical permits is based on fair market value.

Fair Market Value	Fee
up to $250	$34.00
$251 to $1000	$34.00 + 3% of cost over $250
$1001 to $5000	$71.00 + 1.5% of the cost over $1,000
$5001 to $50,000	$172.00 + 1% of the cost over $5,000
$50,001 to $250,000	$929.00 + .8% of the cost over $50,000
$250,001 to 1 million	$3,624.00 + .6% of the cost over $250,000
$1,000,001 and above	$11,205.00 + .4% of the cost over 1 million

4. Limited Voltage: Fees for limited voltage installations, those

systems operating at less than 25 volts and not capable of supplying more than 50 watts, are 25 percent of the above amounts, with a $23.00 minimum.

5. Signs: The fee for the new circuit installation required for a sign is $34.00.

6. Swimming Pools, Hot Tubs, Spas and Saunas: The fee for a swimming pool, hot tub, spa (which each require an additional building permit) or sauna is $42.00.

7. Temporary Power: The fees for temporary service on construction sites are:

SIZE	FEE
1 to 125 amp	$34.00
126 to 200 amp	$51.00
201 to 400 amp	$76.00

The fee for over 400 amps is based on the fair market value of the installation.

8. The fee for carnivals (including art and street fairs, haunted houses, amusement rides, and other temporary events) is $84.00 base fee plus $17.00 for each concession, with a maximum fee of $424.00.

Section 9. Section 10 of Ordinance No. 4316 is amended to read as follows:

1. Types of Permits: The fees established here apply to all mechanical permits as listed in Section 16.

2. Plan Review Fee: When plans and/or specifications describing the mechanical installation are reviewed by the Building Official, the fee is 50 percent of the fee calculated for the mechanical permit based on such plans and/or specifications. The plan review fee is due at issuance and is in addition to the permit fee.

3. Wiring: The fees established in this subsection do not include the electrical wiring, which requires a separate permit.

4. Furnaces: For residential new construction or new systems, the fee for the installation, replacement, or relocation of each forced air or gravity type furnace, including ducts and gas piping attached to such appliance, up to 160,000 B.T.U.s, is $25.00, provided that with air conditioning or heat pump the fee is $47.00. The fees for the above appliances over 160,000 B.T.U.s are $34.00 and $54.00, respectively.

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5. Heat Pumps and Air Conditioners: For residential new construction or new systems, the fee for the installation, replacement, or relocation of a heat pump or air conditioner with or without duct work is $25.00 for each dwelling unit up to 3 units and $15.00 for each additional dwelling unit over 3.

6. Wood Stoves or Heaters: The fee for the residential installation, replacement, or relocation of each wood stove , wall heater, floor-mounted unit heater, or floor furnace, including gas pipe attached to the appliance is $17.00.

7. Miscellaneous Gas Appliances: The fee for the residential installation, replacement, or relocation of each water heater, stove, barbecue, dryer, log lighter, logs, piping only, and similar installations is $25.00.

8. Appliance Vents: The fee for the residential installation, replacement, or relocation of all classes of appliance vents, such as fuel burning hot water heaters, furnaces, ranges and ovens, wall heaters, free-standing wood stoves, and plastic pipe venting for condensing appliances, is $15.00.

9. Fire Protection and Suppression Systems: The fee for the water service to the main control valve of a fire sprinkler system is $23.00. The fee for the installation, relocation, addition, or repair of a standpipe is $10.50 per floor served by the standpipe. The fee for the installation, relocation, addition, or repair of a chemical-based fire suppression system is $42.00. The fee for the installation, relocation, addition, or repair of a water-based fire protection sprinkler system is:

SIZE	FEE
1 to 15 heads	$40.00
16 to 50 heads	$42.00
51 to 100 heads	$42.00 plus $.70 per head for each head over 50
101 heads or more	$76.00 plus $.50 per head for each head over 100

10. Commercial: The fee for the commercial installation, replacement, relocation, or repair of each commercial heating, ventilation, or air-conditioning unit or system and other mechanical works is based on the Fair Market Value:

Fair Market Value	Fee

up to $500	$15.00
$501 to $1000	$19.00
Each additional $1000 or fraction thereof	$15.00

Section 10. Section 11, subsection 2 of Ordinance No. 4316 is amended to read as follows:

2. Fixtures: For the purposes of this ordinance, "fixture" means and includes any appliance which connects to water, drain, or vent, except that no hose bib or sill cock is considered a "fixture" unless it is the only "fixture" being installed.

Section 11. Section 12 or Ordinance No. 4316 is amended to read as follows:

1. Types of Permits: The fees established here apply to all sign permits as listed in Section 16.

2. Fees: The fee for each sign greater than 4 square feet and less than 25 square feet is $26.00. The fee for each sign 25 square feet or greater is $129.00. The fee for a temporary sign is $26.00.

Section 12. Section 14 of Ordinance No. 4316 is amended to read as follows:

1. Types of Applications: The fees established here apply to all permits and approvals listed under Land Use Review in Section 16.

2. Revisions: Additional review time required by changes, additions, or revisions to an approved application, unless determined by the Director to be a new application, is charged the appropriate hourly rate, with a one-quarter hour minimum. No additional charges will be levied on flat-rate applications.

3. Fees: The following fee structure is established for the Land Use review of an application:

a. Flat - The flat rate is a fixed fee per permit or approval, due at submittal regardless of the amount of time spent reviewing the permit or approval.

b. Flat Plus Variable - The flat plus variable rate has a fixed fee that all applicants pay at the time of submittal and an hourly rate that is billed for all review hours in excess of the base hours.

c. Hourly - The hourly rate requires a deposit to be made at

submittal, credited against periodic billings for all review hours. Any credit balance remaining at the conclusion of review will be refunded.

4. Additional Review: Review time required on a project prior to, or in lieu of, an application, is charged at the appropriate hourly rate, as determined by the Director.

5. Land Use and Zoning Status Letter: The fee for the research and letter or certificate confirming current zoning, permitted uses, and the conforming or non-conforming status of site development is $55.00. The fee is due at the time of submittal of the request for the status letter.

6. Fee Schedule for Land Use Review:

Permit Or Approval	Flat	Flat + Variable	Base Hours	Hourly Rate	Deposit
Building Permits ABC	$13				
ACM		$171	3	$57	
ACMSR				$53	$500
ASC	$13				
ASF	$62				
ASSF	$32				
BPCPA				$57	$500
BPNC				$57	$500
DEMII	$159				
DEMO	$25				
FOUND	$27				
NSSF	$40				
PLS	$27				
SHORN	$171				

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SASF		$106	2	$53	
SIDD	$29				
SPA	$28				
SRSF		$159	3	$53	
STDR	$128				
STNDR	$72				
TI	$14				
TIDD	$37				
APPROVALS ACU				$59	$500
BLA	$550				
CHILD	$93				
CPA				$57	$500
CSPS		$2,183	37	$59	
CSPSE		$236	4	$59	
CUAA				$59	$500
CUAAS				$59	$1,000
CUDN				$59	$1,000
CUSM				$59	$1,000
DLC	$118				
DRCBD				$59	$3,700
DRMAJ				$59	$1,000
DRSA		$590	10	$59	
DRSAS		$1,180	20	$59	
EIS 1				$59	$1,000
FP		$1,696	32	$53	
FPDA				$57	$1,000

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FPDC				$57	$500
FSP		$212	4	$53	
HOII	$479				
HOIII	$100				
LUX 3	$125				
MDR				$59	$1,000
PAAD				$59	$500
PAHE				$59	$500
PAI				$59	$1,000
PDAA				$57	$1,000
PDAAS				$57	$1,000
PFPUD				$59	$1,000
PLTE 2				$57	$500
PP				$59	$1,000
PPUD				$59	$1,000
PSEPA		$513	9	$57	
PSPS		$1,888	32	$59	
PSPSE	$802				
REZ		$885	15	$59	
SHEX		$912	16	$57	
SHEXE	$200				
SPLTE				$57	$500
SSDOE	$1,598				
SFDOE	$474				
SVA				$59	$500
SVBOA				$59	$500
TU	$56				

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VRA				$59	$500
VRBOA				$59	$500
VRSGN				$57	$500
WBAA				$59	$1,000
WBABA				$59	$1,000
CLEAR & GRADE PERMITS CGLFN	$185				
CGLFS	$185				
CGSFS	$77				

Footnotes: 1. EIS - The applicant bears the cost of all City expenses related to the Environmental Impact Statement and the cost of retaining consultants.

2. PLTE - The applicant bears the cost of all City expenses related to the engineering of the plat, including, but not limited to, the cost of retaining consultants or special inspectors.

3. LUX - The fee for the Land Use Review of a vendor cart is $13.00.

Section 13. Section 15, subsection 4b of Ordinance No. 4316 is amended to read as follows:

4. Fee Schedule for Storm and Surface Water Utility Development Services:

b. Demolition Permits: The fee for the Permit Center review of a single family demolition permit is $21.00. The fee for the Permit Center review of a commercial demolition permit is $43.00, except there is no fee charged on interior-only demolition. Any development service provided beyond the standard Permit Center review will be billed at $85.00 per hour.

Section 14. Section 16 of Ordinance No. 4316 is amended to read as follows:

The fees established in this ordinance apply to the following permits and

approvals.

CONSTRUCTION PERMITS
Design and Development Department

Building Permits

ABC	Accessory Building - Commercial
ACM	Addition - Commercial
ACMSR	Addition with Substantial Remodel - Commercial
ASC	Accessory Structure - Commercial
ASF	Addition - Single Family
ASSF	Accessory Structure - Single Family
BPCP	New Building - Commercial/Multi-Family (with prior approvals)
BPNC	New Building - Commercial/Multi-Family (without prior approvals)
FOUND	Foundation Permit
NSSF	New Non-Sensitive Residence - Single Family
PLS	Pool Permit
RSF	Remodel - Single Family
SASF	New Sensitive Area Residence- Single Family
SHORN	Shoring and Excavation
SRSF	New SEPA Review Residence - Single Family
TI	Tenant Improvement Permit
TIDD	Tenant Improvement - Design Review District

Electrical Permits

EC	Electrical - Commercial
EFA	Electrical - Fire Alarm
ELV	Electrical - Low Voltage
EPR	Electrical - Plans Required
ESF	Electrical - Single Family
ET	Electrical - Temporary

Mechanical Permits

MC	Mechanical - Commercial
MFP	Mechanical - Fire Protection
MPR	Mechanical - Plans Required
MS	Mechanical - Sprinklers (less than 15 heads)
MSF	Mechanical - Single Family

Plumbing Permits

PC	Plumbing - Commercial
PPR	Plumbing - Plans Required

PSF Plumbing - Single Family

Sign Permits

SIGN Sign Permit
SIDD Sign Permit - Design Review District
TSIGN Temporary Sign

Miscellaneous Construction Permits

DEMO Demolition
DEMII Demolition - with SEPA Review
SPA Spa Permit
STDR Satellite Dish - Design Review District
STNDR Satellite Dish - Non-Design Review District

LAND USE REVIEWS
Design and Development Department

Clear and Grade Permits

CGLFN Clear & Grade Permit - Long Form - Non-Sensitive
CGLFS Clear & Grade Permit - Long Form - Sensitive
CGSFN Clear & Grade Permit - Short Form - Non-Sensitive
CGSFS Clear & Grade Permit - Short Form - Sensitive

Conditional Uses

ACU Administrative Conditional Use
CUAA Conditional Use Administrative Amendment - Process I
CUAAS Conditional Use Administrative Amendment - Process I - with SEPA
CUDN Conditional Use - Public Hearing
CUSM Shoreline Conditional Use

Design Reviews

DRCBD Design Review - CBD
DRMAJ Major Design Review - Non-CBD
DRSA Design Review Simple Amendment - Process II
DRSAS Design Review Simple Amendment - Process II - with SEPA
MDR Minor Design Review

Natural Determinants

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PAI	Protected Area Development Exception - Process I
PAAD	Protected Area Development Exception - Process III - Administrative
PAHE	Protected Area Development Exception - Process III - Hearing Examiner
WBAA	Wetland Boundary Adjustment - Administrative
WBABA	Wetland Boundary Adjustment - Board of Adjustment

Planned Unit Developments

FPDA	Final PUD - Administrative
FPDC	Final PUD - City Council
PDAA	PUD - Administrative Amendment - Process I
PDAAS	PUD - Administrative Amendment - Process I - with SEPA
PFPUD	Combined Preliminary and Final PUD
PPUD	Preliminary PUD

Plats

BLA	Boundary Line Adjustment
CSPS	Combined Preliminary and Final Short Plat - with SEPA
CSPSE	Combined Preliminary and Final Short Plat - SEPA exempt
DLC	Declaration of Lot Combination
FP	Final Plat
FSP	Final Short Plat
PLTE	Plat Engineering
PP	Preliminary Plat
PSPS	Preliminary Short Plat - with SEPA
PSPSE	Preliminary Short Plat - SEPA exempt
SPLTE	Short Plat Engineering

Shorelines

SFDOE	Shoreline Substantial Development - Single Family
SHEX	Shoreline Exemption with SEPA
SHEXE	Shoreline Exemption without SEPA
SSDOE	Shoreline Substantial Development - Commercial

Variances

SVA	Shoreline Variance - Administrative
SVBOA	Shoreline Variance - Board of Adjustment
VRA	Variance - Administrative
VRBOA	Variance - Board of Adjustment
VRSGN	Sign Variance

Miscellaneous Land Use Actions

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CHILD	Childcare Registration - Non-Residential Zone
CPA	Comprehensive Plan Amendment
DTEAM	Design Team
EIS	Environmental Impact Statement
HOII	Home Occupation - Class II
HOIII	Home Occupation - Class III
LUX	Land Use Exemption
PRE	Pre-Application Conference
PSEPA	Preliminary SEPA Review
TU	Temporary Use

Planning Department Actions

CPA	Comprehensive Plan Amendment
IREZ	Institutional Rezone
REZ	Rezone

Storm and Surface Water Utility Reviews

CGLFN	Clear & Grade Permit - Long Form - Non-Sensitive
CGLFS	Clear & Grade Permit - Long Form - Sensitive
CGSFN	Clear & Grade Permit - Short Form - Non-Sensitive
CGSFS	Clear & Grade Permit - Short Form - Sensitive
CODEV	Code Violation
DSERV	Development Services
PLTE	Plat Engineering
SPLTE	Short Plat Engineering

Section 15. Application of Ordinance

The fees and procedures adopted by this ordinance shall take effect December 31, 1992.

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Section 16. This ordinance shall take effect and be in force five days after passage and legal publication.

PASSED by the City Council this 14th day of December, 1992, and signed in authentication of its passage this 14th day of December, 1992.

(SEAL)

Cary Bozeman, Mayor

Approved as to form:

Richard L. Andrews, City Attorney

Richard Gidley, Deputy City Attorney

Attest:

Myrna L. Basich, City Clerk

Published December 18, 1992