

STATE OF WASHINGTON

County of Jefferson

An Ordinance Relating to County Clerk's Fees in chapter 3.42 JCC and Jefferson County Appendix Fee Schedules; repealing Section IX, Clerk's Fees in Appendix Fee Schedules and repealing JCC 3.42.090 and 3.42.100

ORDINANCE NO. _____

WHEREAS, the County Clerk's Office collects certain fees authorized in chapter [3.42](#) of the Jefferson County Code ("JCC") and Appendix Fee Schedules; and

WHEREAS, under chapter [3.80](#) JCC, all fees should be adopted by resolution; and

WHEREAS, the proposed changes are consistent with this ordinance and chapter [3.80](#) of the Jefferson County Code, in that they eliminate County Clerk fees from the Appendix Fee Schedules and allow adoption of new fees by resolution;

WHEREAS, amendment of chapter [3.42](#) JCC and Appendix Fee Schedules is required for the County Clerk's Fees to be consistent with chapter [3.80](#) JCC; and

WHEREAS, the County Clerk does not use the Electronic Court Records Management System ("ECRMS") system for public access to superior court records, but instead uses the County Laser Fiche system; and

WHEREAS, JCC [3.42.090](#) and [3.42.100](#) pertain to the ECRMS system and are therefore obsolete code sections that should be repealed; and

WHEREAS, the County Clerk's fees will not be substantially changed.

NOW THEREFORE, be it hereby ordained by the BoCC as follows:

Section 1. Findings. The BoCC hereby adopts the recitals (the "WHEREAS" statements) as its findings of fact in support of this Ordinance.

Section 2. Amendments adopted in Appendix A. The BoCC adopts Appendix A, which amends [Appendix Fee Schedules](#) to repeal Section IX, Clerk's Fees.

Section 3. Repeal of JCC [3.42.090](#). JCC [3.42.090](#), adopted by Ordinance 06-0702-18 on July 2, 2018, is repealed.

Section 4. Repeal of JCC [3.42.100](#). JCC [3.42.100](#), adopted by Ordinance 06-0702-18 on July 2, 2018, is repealed.

Section 4. Severability. If any section, subsection, sentence, clause, phrase or section of this Ordinance or its application to any person or circumstance is held invalid, the remainder of this Ordinance or its application to other persons or circumstances shall be fully valid and shall not be affected.

Section 5. Effective Date. The Ordinance shall take effect upon adoption by the Board of County Commissioners.

Section 7. SEPA Categorical Exemption. This ordinance is categorically exempt from the State Environmental Policy Act under WAC [197-11-800 \(19\)](#).

(SIGNATURES FOLLOW ON THE NEXT PAGE)

APPROVED and ADOPTED this _____ day of _____, 2023.

JEFFERSON COUNTY BOARD OF
COMMISSIONERS

Greg Brotherton, Chair

Kate Dean, Member

Heidi Eisenhour, Member

SEAL:

ATTEST:

Carolyn Gallaway Date
Clerk of the Board

Approved as to form only:

Barbara D. Ehrlichman 11/07/2023
Barbara Dykes Ehrlichman Date
Civil Deputy Prosecuting Attorney

APPENDIX A

AMENDMENT TO APPENDIX FEE SCHEDULES OF JEFFERSON COUNTY CODE

Appendix Fee Schedules is amended as follows:

I. Health and Human Services Department

I-010 Public health environmental health division.

ENVIRONMENTAL HEALTH	2020	Technology Fee	2020 TOTAL FEE	Additional Fees and Other Information
GENERAL				
Health Officer Administrative Hearing	358.00	17.00	375.00	
Administrative Hearing Appeal	358.00	17.00	375.00	
Technical Assistance/Plan Review – Minimum	93.00	4.00	97.00	
Technical Assistance/Plan Review – Per Hour	93.00	4.00	97.00	
Late Fee for Invoices	54.00	2.00	56.00	
Case Scanning/Technology Fee	32.00	1.00	33.00	
O&M Inspection Report Manual Data Entry and Payment Processing Fee	46.00	2.00	48.00	
Recording Fee	70.00	3.00	73.00	Plus the Auditor's Office Recording Fee
Notice to Title Rescission	565.00	28.00	593.00	
ON-SITE SEWAGE DISPOSAL				
Sewage Disposal Permits				
New Conventional	612.00	30.00	642.00	Valid for 3 Years
New Alternative	892.00	44.00	936.00	Valid for 3 Years
New Septic Tank and/or Pump Chamber Only	366.00	18.00	384.00	Issued in Conjunction with an Existing Sewage Disposal System or Community System
New Community or Commercial:				
Conventional	773.00	38.00	811.00	Base Fee – Valid for 3 Years

ENVIRONMENTAL HEALTH	2020	Technology Fee	2020 TOTAL FEE	Additional Fees and Other Information
Alternative	988.00	49.00	1,037.00	Base Fee – Valid for 3 Years
Each Connection	97.00	4.00	101.00	Add to Base Permit Fee
Development and Review Financial Assurance and System Operation Agreements	93.00	4.00	97.00	Per Hour
Septic Permit with SPAAD (conventional)	330.00	16.00	346.00	
Septic Permit with SPAAD (alternative)	612.00	30.00	642.00	
Repair (see below for specific fees)	–	–	Based on Permit	Applies to Existing Installed Sewage Disposal System; the Technical Assistance/Plan Review Hourly Rate Will Be Charged for Repairs Where the Applicants Require Additional Assistance
Repair – Conventional	306.00	15.00	321.00	Applies to Existing Installed Sewage Disposal System; the Technical Assistance/Plan Review Hourly Rate Will Be Charged for Repairs Where the Applicants Require Additional Assistance
Repair – Alternative	446.00	22.00	468.00	
Repair – Septic Tank and/or Pump Chamber Only	183.00	9.00	192.00	
Repair – Community or Commercial: Conventional	387.00	19.00	406.00	
Repair – Community or Commercial: Alternative	494.00	24.00	518.00	
Modification or Reserve Area Designation	278.00	13.00	291.00	
Expansion	579.00	28.00	607.00	
Redesign	185.00	9.00	194.00	Applies to Pending or Active but Not Installed
Reinspection	231.00	11.00	242.00	
Evaluation of Existing System/Monitoring Inspection				
Septic System Only	359.00	17.00	376.00	
Septic System Plus Water Sample	406.00	20.00	426.00	
Retest/Reinspection	185.00	9.00	194.00	

ENVIRONMENTAL HEALTH	2020	Technology Fee	2020 TOTAL FEE	Additional Fees and Other Information
On-Site Sewage – Building and Planning				
Subdivision Review Base Fee	555.00	27.00	582.00	Plus Per Lot Fee
Boundary Line Adjustment or Lot Certification Base Review Fee	217.00	10.00	227.00	Plus Per Lot Fee
Planned Rural Residential Development Review Fee	217.00	10.00	227.00	
Per Lot Fee	97.00	4.00	101.00	For Subdivision Review, Boundary Line Adjustment and Planned Rural Residential Development Review Fees
Preapplication Meeting Fee	217.00	10.00	227.00	
Density Exemption Review Fee	139.00	6.00	145.00	
Field Work for Density Exemption Review	93.00	4.00	97.00	Per Hour
Building Application Review:				
Residential – Individual OSS	139.00	6.00	145.00	Review after Building Permit Issued, Is Same Fee
Commercial – Individual OSS	278.00	13.00	291.00	Review after Building Permit Issued, Is Same Fee
Community OSS	278.00	13.00	291.00	Review after Building Permit Issued, Is Same Fee
Revised Site Plan Review	70.00	3.00	73.00	Review of Resubmission before Building Permit Is Issued
Other				
Waiver/Variance Application	255.00	12.00	267.00	
Waiver/Variance Hearing	416.00	20.00	436.00	
Wet Season Evaluation	579.00	28.00	607.00	
General Environmental Health Review Fee	93.00	4.00	97.00	Per Hour
Licenses				
Installer, Pumper, Operator (maintenance person)	579.00	28.00	607.00	

ENVIRONMENTAL HEALTH	2020	Technology Fee	2020 TOTAL FEE	Additional Fees and Other Information
Retest	231.00	11.00	242.00	
Homeowner Authorization	11.00	—	11.00	
Annual Certificate Renewal	321.00	16.00	337.00	
Delinquent Renewal after January 31st	579.00	28.00	607.00	
FOOD SERVICE ESTABLISHMENTS				
Annual Permit Fees (Based on menu complexity and seating – menu changes may change category)				
Category 1	248.00	12.00	260.00	
Category 2	348.00	17.00	365.00	
Category 3	585.00	29.00	614.00	
With Lounge, Add	248.00	12.00	260.00	Separate Lounge Area
With Catering, Add	348.00	17.00	365.00	
Annual Permit Issued after September 1st	50% of fee	5% of 50% fee	Based on Permit	50% of Annual Permit Fee
Temporary Permit Application Fees				
Single Event (medium and high risk)				
Initial Application (first event)	133.00	6.00	139.00	Not to Exceed 21 Days at Your Location
Additional Event (same menu only)	77.00	3.00	80.00	Not to Exceed 21 Days at Your Location
Organized Recurring Event (e.g., farmers market)				
Limited Menu	161.00	8.00	169.00	Not to Exceed 3 Days a Week at a Single Location
Complex Menu	215.00	10.00	225.00	Not to Exceed 3 Days a Week at a Single Location
Low Risk Foods (limited to specific listed foods)				
Single	60.00	3.00	63.00	
Recurring	90.00	4.50	94.50	
Annual (art walks, open house)	300.00	15.00	315.00	
Demonstration				
Single	60.00	3.00	63.00	
Event, per location	250.00	12.00	262.00	

ENVIRONMENTAL HEALTH	2020	Technology Fee	2020 TOTAL FEE	Additional Fees and Other Information
Permit Exempt	25.00	1.00	26.00	
25% Reduction for 501(c)(3) and Households That Meet USHHS Poverty Guidelines*	75% of Fee	5% of 75% Fee	Based on Permit	* With BoH Resolution and Backfilled with General Funds
Late Fee for Temporary Permits	50% of Fee	5% of 50% Fee	Based on Permit	Additional (Paid When Application Is Submitted Less Than 7 Days Prior to the Event)
Other Food Fees				
New Establishment	215.00	10.00	225.00	
New Owner/Change of Owner	135.00	6.00	141.00	
Waiver/Variance	108.00	5.00	113.00	Per Hour; for Review and/or Approval
Reopening Fee	108.00	5.00	113.00	Per Hour
Manager's Course	288.00	14.00	302.00	
Pre-Opening Inspection	108.00	5.00	113.00	Per Hour
Food Service Plan Review	108.00	5.00	113.00	Per Hour; for Review and/or Approval
Reinspection				
First Inspection	161.00	8.00	169.00	
Each Inspection after First	268.00	13.00	281.00	
Food Handler Card				
Reissue Unexpired Food Handler Card	10.00	—	10.00	
SOLID WASTE				
Annual Permit Fees				
Limited Purpose Landfill	2,958.00	147.00	3,105.00	For the First 30 Hours, Then Assess Technical Rate
Closed Landfill	2,232.00	111.00	2,343.00	For the First 24 Hours, Then Assess the Technical Rate
Biosolid/Composting Facilities	1,050.00	52.00	1,102.00	For the First 11 Hours, Then Assess the Technical Rate
Moderate Risk Facility	1,037.00	51.00	1,088.00	For the First 11 Hours, Then Assess the Technical Rate

ENVIRONMENTAL HEALTH	2020	Technology Fee	2020 TOTAL FEE	Additional Fees and Other Information
Inert Waste Landfills	502.00	25.00	527.00	For the First 5 Hours, Then Assess the Technical Rate
Transfer Station	2,232.00	111.00	2,343.00	For the First 24 Hours, Then Assess the Technical Rate
Other Solid Waste Facilities	758.00	37.00	795.00	For the First 5 Hours, Then Assess the Technical Rate
Drop Boxes	744.00	37.00	781.00	For the First 8 Hours, Then Assess the Technical Rate
Miscellaneous Fees				
New Facility Application	609.00	30.00	639.00	
Exempt Facility Inspection	463.00	23.00	486.00	
Facility Reinspection	50% of Fee	5% of 50% Fee	Based on Reinspection	
Plan, Document and Waiver/Variance Review	371.00	18.00	389.00	+\$97/Hour for > 4 Hours and 5% of Total Cost for Additional Hours for Technology Fee
WATER				
Application Fee	222.00	11.00	233.00	Inspection of Well Construction, Decommission and Reconstruction
Determination of Adequate Water Supply Base Fee	139.00	6.00	145.00	Tech Assist and Document Review Is Billed at the Hourly Rate
Well Inspection and Water Sample for Loan	185.00	9.00	194.00	
Well Site Inspection – Proposed Public Water Supply	440.00	22.00	462.00	
LIVING ENVIRONMENTS				
Water Recreation Facilities Operation Permit				
Single Swim Pool (in operation for < 6 months of the year)	318.00	15.00	333.00	
Single Swim Pool (in operation for ≥ 6 months of the year)	406.00	20.00	426.00	

ENVIRONMENTAL HEALTH	2020	Technology Fee	2020 TOTAL FEE	Additional Fees and Other Information
Single Spa Pool (in operation for < 6 months of the year)	279.00	13.00	292.00	
Single Spa Pool (in operation for ≥ 6 months of the year)	406.00	20.00	426.00	
Single Wading Pool (in operation for < 6 months of the year)	231.00	11.00	242.00	
Single Wading Pool (in operation for ≥ 6 months of the year)	405.00	20.00	425.00	
Spray Pool or Pools (in operation for < 6 months of the year)	115.00	5.00	120.00	
Spray Pool or Pools (in operation for ≥ 6 months of the year)	174.00	8.00	182.00	
Each Additional Swim, Spa, or Wading Pool (in operation for < 6 months of the year)	69.00	3.00	72.00	
Each Additional Swim, Spa, or Wading Pool (in operation for ≥ 6 months of the year)	92.00	4.00	96.00	
Reinspection	93.00	4.00	97.00	Per Hour Plus Associated Lab Costs
Plan Review	93.00	4.00	97.00	Per Hour
Indoor Air (Tobacco)				
Compliance Enforcement	93.00	4.00	97.00	Per Hour
Reinspection	93.00	4.00	97.00	
Rebuttal Application	185.00	9.00	194.00	

Note: 2020 Fees have been adjusted per Ordinance 12-1209-96, Section 4 – Annual Fee Indexing: Fixed amount fees established by this ordinance shall be adjusted annually on the first business day of January (adjusted date) by the amount of the increase in the Consumer Price Index (CPIW). The CPIW is the Consumer Price Index – U.S. City Average for All Urban Wage Earners and Clerical Workers, published by the Bureau of Labor Statistics for the United States Department of Labor.

The annual fee adjustment shall be calculated as follows: Each fee in effect immediately prior to the adjustment date will be increased by the percentage increase in the CPIW as reported for the month of September preceding the adjustment date. Increases will be rounded to the nearest dollar. A fee shall not be reduced by reason of such calculation. However, fee increases in accordance with this calculation shall not exceed five percent per year.

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I-020 Public health clinic services.

All of the services/fees listed for Jefferson County public health are hereby being set by the Jefferson County board of health as follows:

A cost analysis will be completed annually to set reimbursement rates for community health including family planning services, birth control methods and immunizations.¹

Fees for medications, antibiotics and treatment methods will be based on cost of acquisition unless acquired by an outside vendor at no cost to Jefferson County public health.

All fees for immunizations not subsidized by the Washington State Department of Health will be the cost of the vaccine plus handling, shipping and nursing time.¹

Laboratory services are based on the actual fees of laboratory contractors, price lists are available upon request.

The Clinical Services Financial Guidelines policy is in place, reviewed and updated annually, using the Federal Poverty Guidelines to establish the sliding fee schedule. A copy of the sliding fee schedule will be available upon request.

The sliding fee schedule will not be available or offered for privately purchased vaccines administered for international travel or outside laboratory cost.

Certain service fees may be waived, including but not limited to communicable disease prevention cases, medications, laboratory services or vaccines to prevent outbreaks of communicable disease, where personal insurance denies reimbursement.

Jefferson County public health will automatically implement future modifications to fees for vaccines, medications, and medical supplies when any of the following changes occur:

- (1) The actual cost of the service provided by an outside vendor, the supply, medication, vaccine, and laboratory charges, and like costs plus shipping and handling fees.
- (2) Any new Federal Poverty Guidelines that are published annually.
- (3) The maximum allowable Medicaid reimbursement rate.

Fees for vital records are set by RCW 70.[58A.560](#)~~70.58.107~~. The cost sheet is available by request.

Environmental health fees, established by Section I-010, shall be adjusted annually on the first business day of January (adjustment date) by the amount of the increase of the Consumer Price Index as reported for the month of September preceding the adjustment date, following the annual fee indexing criteria established in Jefferson County Ordinance No. 12-96.

A cost analysis for environmental health will be completed every two years. [Ord. 13-08 § 4; Ord. 11-05 § 4; Ord. 05-04 § 2; Ord. 11-99 § 2]

I-030 Animal services.

	Fee	Additional Fee and/or Other Information
Dog License		
For each fertile dog		
Two-year license	\$48.00	
Lifetime license (optional)	\$266.00	
For each sterilized dog (upon proof of spay or neuter)		
Two-year license	\$20.00	
Lifetime license (optional)	\$112.00	
Cat License (Optional)		
For each fertile cat		
Two-year license	\$18.00	
Lifetime license	\$197.00	
For each sterilized cat (upon proof of spay or neuter)		
Two-year license	\$7.00	
Lifetime license	\$38.00	
Replacement of Lost Tag	\$5.00	
Surrender Fee (Charged to Owner)		
Cats	\$25.00	
Dogs	\$40.00	
Impound		
Unlicensed dog on impound	\$50.00	
Cats	\$25.00	Waived for first impound if already licensed
Dogs	\$25.00	Waived for first impound if already licensed

	Fee	Additional Fee and/or Other Information
Puppies	\$25.00	
Redemption – Fertile Dogs and Cats		
Redemption from First Impound	\$60.00	May be waived or refunded: see code
Redemption from Second Impound	\$90.00	
Redemption from Third Impound et seq.	\$120.00	
Redemption – Sterile Dogs and Cats		
Redemption from First Impound	\$30.00	May be waived or refunded: see code
Redemption from Second Impound	\$45.00	
Redemption from Third Impound et seq.	\$60.00	
Board – Dogs and Cats	\$20.00	Per day. Fee may be reduced or waived based on ability to pay or extenuating circumstances
Livestock		
Impound Fee	\$54.00	Per day
Board	\$25.00	Per day
Transportation	\$54.00	The greater of \$54.00 or actual cost
Remote Pickup by Animal Control	\$25.00	
Kennel License Fee	\$96.00	Commercial – if paid after February 28th, add \$10.00
Dangerous Dog Registration Fee	\$319.00	
Notice of Infraction		
First Offense	\$114.00	
Second Offense	\$209.00	
Third Offense	\$309.00	

I-040 Clean water district fee.

Beginning with the year 2015, there is hereby established for the clean water district a fee of \$20.00 per year per tax parcel, except for parcels or lands described in JCC [8.65.100](#).

The clean water district fee shall be adjusted annually accordingly on the first business day of January (adjusted date) by the amount of the increase in the Consumer Price Index (CPIW). The CPIW is the Consumer Price Index – U.S. City Average for All Urban Wage Earners and Clerical Workers, published by the Bureau of Labor Statistics of the United States Department of Labor.

This fee adjustment shall be calculated as follows: It shall be increased by the percentage increase in the CPIW as reported for the month of September preceding the adjustment date. A fee shall not

be reduced by reason of such calculation. However, fee increases in accordance with this calculation shall not exceed five percent per year.

II. Department of Community Development Building and Planning Division

- a) Applies to new construction only.
- b) The fee is determined by a schedule established in the International Residential Code, and is based on the value of the structure.
- c) Auditor's office fee.
- d) The fee for residential square footage valuation is based on building valuation data established by International Code Council, Building Safety Journal. Building valuation data is published in February and August of each year.
- e) Building official will verify valuation per IBC Section 109.3, Building Permit Valuations.
- f) Base fee is the minimum amount charged per application. Additional time may be charged on an hourly basis. Applies to all department of community development permit applications and services.
- g) Hourly rate is increased by CPI each year. Applies to all department of community development permit applications and services.

II-010 Building.

BUILDING	2018 Fee	2019 Fee	Hours	Additional Fee and/or Other Information
Main Floor	b 65% a, d, e	b 65% a, d, e		Base Fee Plan Check Fee Valuation
Additional Floors, Finished Basement	b 65% a, d, e	b 65% a, d, e		Base Fee Plan Check Fee Valuation
Unfinished Basement	b 65% a, d, e	b 65% a, d, e		Base Fee Plan Check Fee Valuation
Carports, Garages, Pole Buildings, Decks	b 65% a, d, e	b 65% a, d, e		Base Fee Plan Check Fee Valuation

BUILDING	2018 Fee	2019 Fee	Hours	Additional Fee and/or Other Information
Semi-Heated Space	b 65% a, d, e	b 65% a, d, e		Base Fee Plan Check Fee Valuation
Modular Home Foundations and Foundations for Relocated Structures	b 65% \$34.87/sq. ft. d, e	b 65% \$34.13/sq. ft. d, e		Base Fee Plan Check Fee Valuation
Commercial Structures, Construction or Improvements	b 65% e	b 65% e		Cost or Fair Market Value, IRC Fee Table Plan Check Fee Valuation
Manufactured Homes/Mobile Homes (One or Two Sections)	\$644.00	\$658.00	7	
Additional Sections for Manufactured Home/Mobile Home	\$46.00	\$47.00	0.5	Increase by CPI
New – Propane Tanks, Lines, and Associated Appliances (in Existing Structures)	\$276.00	\$282.00	3	
New or Existing Wood Stove, Inserts, Pellet Stoves, Hot Water Heater, Heat Pump, Propane Tank Swap-Out (in Existing Structures)	\$184.00	\$188.00	2	
Inspection; Reinspection	\$92.00	\$94.00	1	
Change of Use or Occupancy	\$552.00	\$564.00	6	
Title Elimination	\$92.00	\$94.00	1	Base
Renewal	\$276.00	\$282.00	3	6-Month Renewal Only by Request
Demo Permit	\$92.00	\$94.00	1	Base
Fire Code Official Services	\$92.00	\$94.00		*Per Hour or Based on Contract Provider Fee
Water System Review	\$276.00	\$282.00	3	3-Hour Minimum Charge

II-020 Right-of-way, utility and address applications.

RIGHT-OF-WAY, UTILITY AND ADDRESS APPLICATIONS	2018 Fee	2019 Fee	Hours	Additional Hourly Charge after Minimum Base
Application for 911 Number/Address	\$276.00	\$282.00	3	
911/Address Replacement Plate	\$20.00	\$20.00		Based on Cost of Plate and Numbers
Road Vacation Request	\$276.00	\$282.00	3	
Road Naming	\$368.00	\$376.00	4	
Additional New Address Requests during Road-Naming Process		\$115.00	1	
Road Name Change	\$644.00	\$658.00	7	

II-030 Land use approval applications (Unified Development Code).

LAND USE APPROVAL APPLICATIONS (Unified Development Code)	2018 Fee	2019 Fee	Hours	Additional Hourly Charge after Minimum Base
All Fees Are Based on Hourly Minimum (Base). Additional after Minimum Base Hourly Fees May Be Charged If the Level of Effort Exceeds the Base Fee Charge.				
Preapplication Conference	\$460.00	\$470.00	5	Not Applied to Permit
Preapplication Site Visit	\$184.00	\$188.00	2	
DCD Staff Consult Meetings	\$100.00	\$100.00	1	*Base, Applied to Permit if Submitted Within One Year. \$100.00 per Hour, Inclusive of 5% Tech Fee, and Prorated Scanning Fee. Base of \$94.00 per Hour.
Administrative Appeal of Land Use Decisions Hearing Examiner Plus Actual Costs As Incurred for Expenses, Facilities, Etc.	\$1,012.00	\$1,034.00	11	Base
	\$149.00	\$149.00		Public Hearing Notice
	\$10.00	\$12.00		Notice Board
		\$1,250.00		Hearing Examiner Fee
Revisions to Land Use Applications Requiring a Second Public Hearing Notice	\$276.00	\$282.00	3	Base
	\$149.00	\$149.00		Public Hearing Notice

LAND USE APPROVAL APPLICATIONS (Unified Development Code)	2018 Fee	2019 Fee	Hours	Additional Hourly Charge after Minimum Base
Site Visit	\$184.00	\$188.00	2	Base
Code Interpretation	\$644.00	\$658.00	7	Base
Notice Board	\$10.00	\$12.00		Each
Hourly Rate	\$92.00	\$94.00	1	Per Hour
EIS Preparation or Review, Including Third-Party Review	\$276.00	\$282.00	3	Base and Actual Costs Incurred (Including Consultant Work)
Third-Party Review of Special Reports	\$276.00	\$282.00	3	Base and Actual Costs Incurred (Including Consultant Work)
Waiver from Special Report		\$188.00	2	Base
Resubmittal of Consistency Review	\$184.00	\$282.00	3	Base
Miscellaneous Hourly Fee		\$94.00	1	Base Hourly Fee for Miscellaneous Customer Requests, Research, Permits or Other Customer Work Not Expressly Listed, and Similar Customer Functions
Commercial Shooting Facility Ordinance Application – Operating Permit		\$2,162.00	23	Base
Hearing Examiner Fee		\$1,250.00		Base

II-040 Type I permits.

TYPE I PERMITS	2018 Fee	2019 Fee	Hours	Additional Hourly Charge after Minimum Base
Preapplication for More Than 10,000 Sq. Ft. of Impervious Surface or More Than 5,000 Sq. Ft. of Non-Single-Family Development or for a CASP	\$460.00	\$470.00	5	
Allowed “Yes” Use Consistency	\$276.00	\$282.00	3	Base
Road/Lot Segregation, Lot Certification	\$368.00	\$376.00	4	Base
Road Setback Administrative Variance	\$368.00	\$376.00	4	Base
Tree/Vegetation Removal	\$276.00	\$282.00	3	Base

TYPE I PERMITS	2018 Fee	2019 Fee	Hours	Additional Hourly Charge after Minimum Base
Stormwater Management Permit Stand-Alone Only or in Conjunction with Class IV General Forest Practices	\$460.00	\$470.00	5	Base
Boundary Line Adjustment	\$828.00	\$846.00	9	Base
Boundary Line Agreement	\$368.00	\$376.00	4	Base
Shoreline Master Program Permit Exemption (Stand-Alone or with Single-Family Residence)	\$644.00	\$658.00	7	Base
Shoreline Master Program Permit Revision	\$184.00	\$188.00	2	Base
Last Will and Testamentary Division	\$644.00	\$658.00	7	Base
Home Business	\$276.00	\$282.00	3	Base
Transient Rental, Vacation Rental, and Bed and Breakfast	\$276.00	\$282.00	3	Base
Temporary Use	\$276.00	\$282.00	3	Base
Sign Permit	\$276.00	\$282.00	3	Base
Minor PRRD Amendment (Planned Rural Residential Development)	\$276.00	\$282.00	3	Base
CASP (Critical Areas Stewardship Plan)	\$644.00	\$658.00	7	Base
	\$460.00	\$470.00	5	Preapplication
Additional Fee for State Environmental Policy Act (SEPA) Review	\$920.00	\$940.00	10	Base
(Including SEPA Base Fee, Notice of Application, and Notice Board)	\$149.00	\$149.00		Notice of Application
	\$10.00	\$12.00		Notice Board

II-050 Type II permits.

TYPE II PERMITS	2018 Fee	2019 Fee	Hours	Additional Hourly Charge after Minimum Base
Discretionary "D" or Unnamed Use Classification	\$460.00	\$470.00	5	Base
	\$149.00	\$149.00		Notice of Application
	\$10.00	\$12.00		Notice Board

TYPE II PERMITS	2018 Fee	2019 Fee	Hours	Additional Hourly Charge after Minimum Base
	\$460.00	\$470.00	5	Preapplication
Short Plat	\$2,484.00 \$149.00 \$10.00 \$460.00	\$2,538.00 \$149.00 \$12.00 \$470.00	27 5	Base Notice of Application Notice Board Preapplication
Plat Alteration (Unless Hearing Is Required, Then Type III Permit Along with Hearing Examiner Fee, Plus Hourly)	\$828.00 \$149.00 \$10.00 \$460.00	\$846.00 \$149.00 \$12.00 \$470.00	9 5	Base Notice of Application Notice Board Preapplication
Conditional (Administrative) "C(a)" Use	\$1,472.00 \$149.00 \$10.00 \$460.00	\$1,504.00 \$149.00 \$12.00 \$470.00	16 5	Base Notice of Application Notice Board Preapplication
Conditional (Discretionary) "C(d)" Use *If Goes to Hearing Examiner, Then Hearing Examiner Base Fee Applies, Plus Hourly	\$1,472.00 \$149.00 \$10.00 \$460.00	\$1,504.00 \$149.00 \$12.00 \$470.00	16 5	Base Notice of Application Notice Board Preapplication
Cottage Industry	\$1,012.00 \$149.00 \$10.00 \$460.00	\$1,034.00 \$149.00 \$12.00 \$470.00	11 5	Base Notice of Application Notice Board Preapplication
Temporary Use	\$276.00 \$149.00 \$10.00 \$460.00	\$282.00 \$149.00 \$12.00 \$470.00	3 5	Base Notice of Application Notice Board Preapplication
Variance, Minor	\$1,012.00 \$149.00	\$1,034.00 \$149.00	11	Base Notice of Application

TYPE II PERMITS	2018 Fee	2019 Fee	Hours	Additional Hourly Charge after Minimum Base
	\$10.00 \$460.00	\$12.00 \$470.00	5	Notice Board Preapplication
Shoreline Substantial Development (Primary Use)	\$1,472.00 \$149.00 \$10.00 \$460.00	\$1,504.00 \$149.00 \$12.00 \$470.00	16 5	Base Notice of Application Notice Board Preapplication
Release of Six-Year Moratorium under Forest Practices Act (Partial)	\$644.00 \$149.00 \$10.00 \$460.00	\$658.00 \$149.00 \$12.00 \$470.00	7 5	Base Notice of Application Notice Board Preapplication
Conversion Option Harvest Plans	\$644.00 \$149.00 \$10.00 \$460.00	\$658.00 \$149.00 \$12.00 \$470.00	7 5	Base Notice of Application Notice Board Preapplication
Additional Fee for State Environmental Policy Act (SEPA) Review	\$920.00	\$940.00	10	Base

II-060 Type III permits.

TYPE III PERMITS	2018 Fee	2019 Fee	Hours	Additional Hourly Charge after Minimum Base
Binding Site Plans	\$7,912.00 \$149.00 \$149.00 \$10.00 \$460.00	\$8,084.00 \$149.00 \$149.00 \$12.00 \$470.00 \$1,250.00	86 5	Base Notice of Application Notice of Public Hearing Notice Board Preapplication Hearing Examiner Fee
Conditional "C" Use	\$2,116.00 \$149.00	\$2,162.00 \$149.00	23	Base Notice of Application

TYPE III PERMITS	2018 Fee	2019 Fee	Hours	Additional Hourly Charge after Minimum Base
	\$149.00	\$149.00		Notice of Public Hearing
	\$10.00	\$12.00		Notice Board
	\$460.00	\$470.00	5	Preapplication
		\$1,250.00		Hearing Examiner Fee
Long Plat, Preliminary (Including Planned Rural Residential Development)	\$7,912.00	\$8,084.00	86	Base
	\$149.00	\$149.00		Notice of Application
	\$149.00	\$149.00		Notice of Public Hearing
	\$10.00	\$12.00		Notice Board
	\$460.00	\$470.00	5	Preapplication
		\$1,250.00		Hearing Examiner Fee
Plat Alteration (If Hearing Is Required)	\$1,932.00	\$1,974.00	21	Base
	\$149.00	\$149.00		Notice of Application
	\$149.00	\$149.00		Notice of Public Hearing
	\$10.00	\$12.00		Notice Board
	\$460.00	\$470.00	5	Preapplication
		\$1,250.00		Hearing Examiner Fee
Variance, Major	\$1,932.00	\$1,974.00	21	Base
	\$149.00	\$149.00		Notice of Application
	\$149.00	\$149.00		Notice of Public Hearing
	\$10.00	\$12.00		Notice Board
	\$460.00	\$470.00	5	Preapplication
		\$1,250.00		Hearing Examiner Fee
Reasonable Economic Use Variance	\$1,932.00	\$1,974.00	21	Base
	\$149.00	\$149.00		Notice of Application
	\$149.00	\$149.00		Notice of Public Hearing
	\$10.00	\$12.00		Notice Board
	\$460.00	\$470.00	5	Preapplication
		\$1,250.00		Hearing Examiner Fee
	\$2,300.00	\$2,350.00	25	Base

TYPE III PERMITS	2018 Fee	2019 Fee	Hours	Additional Hourly Charge after Minimum Base
Shoreline Substantial Development (Secondary Use)	\$149.00 \$149.00 \$10.00 \$460.00	\$149.00 \$149.00 \$12.00 \$470.00 \$1,250.00	5	Notice of Application Notice of Public Hearing Notice Board Preapplication Hearing Examiner Fee
Shoreline Conditional Use	\$2,300.00 \$149.00 \$149.00 \$10.00 \$460.00	\$2,350.00 \$149.00 \$149.00 \$12.00 \$470.00 \$1,250.00	25 5	Base Notice of Application Notice of Public Hearing Notice Board Preapplication Hearing Examiner Fee
Shoreline Variance	\$1,932.00 \$149.00 \$149.00 \$10.00 \$460.00	\$1,974.00 \$149.00 \$149.00 \$12.00 \$470.00 \$1,250.00	21 5	Base Notice of Application Notice of Public Hearing Notice Board Preapplication Hearing Examiner Fee
Release of Six-Year Moratorium under Forest Practices Act (Full)	\$1,932.00 \$149.00 \$149.00 \$10.00 \$460.00	\$1,974.00 \$149.00 \$149.00 \$12.00 \$470.00 \$1,250.00	21 5	Base Notice of Application Notice of Public Hearing Notice Board Preapplication Hearing Examiner Fee
Additional Fee for State Environmental Policy Act (SEPA) Review	\$920.00	\$940.00	10	Base
Hearing Examiner Fee	\$0.00	\$1,250.00		Base Fee for Hearing Examiner

II-070 Type IV permits.

TYPE IV PERMITS	2018 Fee	2019 Fee	Hours	Additional Hourly Charge after Minimum Base
FINAL PLAT APPROVAL Short Plat, Long Plat, Binding Site Plans, Plan Alterations; Final (Including Planned Rural Residential Development Application)	\$276.00	\$282.00	3	Base
	\$460.00	\$470.00	5	Preapplication

II-080 Type V permits.

TYPE V PERMITS	2018 Fee	2019 Fee	Hours	Additional Hourly Charge after Minimum Base
Special Use (Essential Public Facilities)	\$2,024.00	\$2,068.00	22	Base
	\$149.00	\$149.00		Notice of Application
	\$149.00	\$149.00		Notice of Public Hearing
	\$10.00	\$12.00		Notice Board
	\$460.00	\$470.00	5	Preapplication
Request for Jefferson County Comprehensive Plan/UDC Text Amendment (Suggested)	\$644.00	\$658.00	7	Base (If Docketed, Then Hourly Charge)
		\$149.00		Notice of Application
		\$149.00		Notice of Public Hearing
		\$12.00		Notice Board
	\$460.00	\$470.00	5	Preapplication
J.C. Comprehensive Plan/UDC Amendment (Site Specific) – Includes Noticing and SEPA	\$4,416.00	\$4,512.00	48	Base
		\$149.00		Notice of Application
		\$149.00		Notice of Public Hearing
		\$12.00		Notice Board
	\$460.00	\$470.00	5	Preapplication

II-090 Current use tax assessment application.

CURRENT USE TAX ASSESSMENT APPLICATION	2018 Fee	2019 Fee	Hours	Additional Hourly Charge after Minimum Base
Open Space/Open Space Current Tax Assessment	\$2,116.00 \$149.00	\$2,162.00 \$149.00	23	Base Notice of Application and Public Hearing Notice
Transfer Forest Land (Chapter 84.33 RCW) to Timber Land (Chapter 84.34 RCW) Application	Assessor Fee			Processed by Assessor's Office

II-100 Other.

OTHER	2018 Fee	2019 Fee	2020 Fee	Hours	
Copy or Duplicating Fee – 8-1/2" x 11" or 8-1/2" x 14"	\$0.15	\$0.15			Per Page
11" x 17"	\$0.30	\$0.30			Per Page
Land Use Maps	\$20.00	\$20.00			Each
Publications	At Cost	At Cost			
Scanning	\$19.00	\$24.00			Base, or Actual at Hourly Rate if Over 1/4 Hour. Increase by CPI.
Refunds					See Refund Policy
Technology Fee		5%			On Total Permit Costs
Processing of Commercial Shooting Facility Operation Permit Application			\$450.00		Plus Actual Costs Incurred (Including Consultant Work)
Processing of Commercial Shooting Facility Land Use Permit Application			\$450.00		Plus Actual Costs Incurred (Including Consultant Work)

IV. Public Works Department

IV-010 Right-of-way use applications.

	Application Fee (1)	Application Fee Base Hours	Hourly Fee
(1) Road approach permit	\$236.00	4 hours	\$59.00
(2) Right-of-way general permit/license	\$236.00	4 hours	\$59.00
(3) Open public right-of-way permit (2)	\$826.00	14 hours	\$59.00

IV-020 Utility applications.

	Application Fee (1)	Application Fee Base Hours	Hourly Fee
(1) Utility permit – Annual	\$353.00		
(2) Utility permit – Type A (3)	\$47.00		\$59.00
(3) Utility permit – Type B	\$236.00	4 hours	\$59.00
(4) Franchise/franchise renewal	\$1,185.00	15 hours	\$79.00

IV-030 Miscellaneous applications.

	Application Fee (1)	Application Fee Base Hours	Hourly Fee
(1) Oversize vehicle annual permit	\$63.00		
(2) Oversize vehicle special permit	\$101.00		
(3) Road improvement district (RID) petition (4)	\$2,844.00	36 hours	\$79.00
(4) County road/lot segregation right-of-way research	\$46.00		
(5) Road name sign fabrication and installation, single	\$182.00		
(6) Road name sign fabrication and installation, double	\$231.00		
(7) Road name sign fabrication	\$81.00		
(8) Public road right-of-way setback variance	\$176.00		
(9) Public road right-of-way vacation (5)	\$932.00	17 hours	\$79.00
(10) Temporary outdoor use/festival permit	Hourly fee		\$59.00

IV-040 Development review applications. (6)

	Application Fee (1)	Application Fee Base Hours	Hourly Fee
(1) Binding site plan approval	\$632.00	8 hours	\$79.00
(2) Building permit – Commercial or industrial	\$632.00	8 hours	\$79.00
(3) Comprehensive plan amendment – Site-specific (7)	\$316.00	4 hours	\$79.00
(4) Conditional use permit – Unified development code	Hourly fee		\$79.00
(5) Preapplication conference (8)	\$119.00		
(6) Shoreline substantial development permit or exemption	Hourly fee		\$79.00
(7) Site plan approval advance determination (9)	\$316.00		
(8) Special use permit/essential public facility	\$790.00	10 hours	\$79.00
(9) Stormwater management permit	\$632.00	8 hours	\$79.00
(10) Short subdivision	\$316.00	4 hours	\$79.00
(11) Long subdivision (5 – 8 lots)	\$790.00	10 hours	\$79.00
(12) Long subdivision (more than 8 lots)	\$1,580.00	20 hours	\$79.00
(13) Plat alteration	\$158.00	2 hours	\$79.00
(14) Technology fee – For development review applications processed by community development	5%		

Public Works Department Fee Schedule Notes

(1) Application fees are intended to reimburse the department for its typical expenses related to processing an application. If an application is withdrawn, the unexpended remainder will be refunded. If the department's expenses exceed the application fee, an hourly fee will be charged. As an alternative to the hourly fees listed above, the department may assign appropriate staff persons at the following hourly rates:

Engineering technician I	\$40.00
Engineering technician II	\$46.00
Engineering technician III	\$59.00
Engineer I	\$55.00
Engineer II	\$55.00
Engineer III	\$80.00
Right-of-way representative	\$79.00

Development review coordinator	\$79.00
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- (2) The application fee is intended to reimburse the department for its typical expenses from application review through approval of the permit by the board of county commissioners. An hourly fee will be charged for activities after the permit is approved, including plan review, construction inspection, and final review.
- (3) If the department determines that the right-of-way has not been adequately restored, an hourly fee will be charged to inspect follow-up restoration work.
- (4) The RID petition review fee is intended to reimburse the department for petition review and preliminary project management and engineering expenses for a simple RID through establishment by the board of county commissioners. As per RCW [36.55.074](#), Jefferson County will contract with the RID petitioners to reimburse the department for expenses that exceed the RID petition review fee. RID petitioners shall also submit a special benefit appraisal prepared by a Washington State licensed appraiser. If the RID is established, the petitioners will be reimbursed for these preformation expenses from RID assessments.
- (5) The application fee is intended to reimburse the department for its typical expenses from vacation petition review through approval by the board of county commissioners and filing the vacation resolution with the county auditor. Before the department files the vacation resolution, the petitioner shall reimburse the department for staff time expenses that exceed the application fee and for publishing the hearing notice, copying, postage, and the auditor's filing fee.
- (6) Fees apply to all development review activities by the department, including application and plan review, construction inspections, and final review.
- (7) For commercial, industrial, and multifamily residential redesignations, major industrial developments, and master planned resorts.
- (8) To attend department of community development preapplication conference for binding site plans, commercial and industrial building permits, conditional use permits, special use permits/essential public facilities, subdivisions, and comprehensive plan site-specific amendments for commercial and industrial redesignations, major industrial redevelopments, and master planned resorts.
- (9) For commercial and industrial developments.

X. Code Compliance Fees

X-010 Civil code violation appeals.

Filing fee for filing an appeal with the hearing examiner	\$250.00
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STATE OF WASHINGTON

County of Jefferson

**A Resolution Adopting a Fee Schedule for the
County Clerk**

RESOLUTION NO. _____

WHEREAS, Jefferson County is a political subdivision of the state of Washington as provided by [Title 36 RCW](#) and the Washington State Constitution [Article 11](#), and may impose fees to recoup the costs of providing services to the public; and,

WHEREAS, the Board of County Commissioners may impose fees charged by the County Clerk to implement the code and statutory duties; and,

WHEREAS, Section [3.80.020](#) of the Jefferson County Code (“JCC”) authorizes the County Clerk to request adoption of its fee schedule by resolution; and,

WHEREAS, the new fee schedule adopted does not substantially change fees; and

WHEREAS, the proposed changes eliminate County Clerk fees from chapter [3.42](#) JCC and Appendix Fee Schedules, and allow adoption of new fees by resolution is consistent with this ordinance and chapter [3.80](#) of the Jefferson County Code.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF JEFFERSON COUNTY:

Section 1. The 2023 County Clerk Fee Schedule attached in the Appendix is hereby adopted.

Section 2. This Resolution shall take effect immediately upon adoption by the Board of County Commissioners.

(SIGNATURES FOLLOW ON THE NEXT PAGE)

APPROVED and ADOPTED this _____ day of _____, 2023.

JEFFERSON COUNTY BOARD OF
COMMISSIONERS

Greg Brotherton, Chair

Kate Dean, Member

Heidi Eisenhour, Member

SEAL:

ATTEST:

Carolyn Gallaway Date
Clerk of the Board

Approved as to form only:

Barbara D. Ehrlichman 11/07/2023
Barbara Dykes Ehrlichman Date
Civil Deputy Prosecuting Attorney

APPENDIX

JEFFERSON COUNTY CLERK FEE SCHEDULE

Effective [insert new date]

Payments for services may be made in cash, cashier's check, law firm check, money order, in-state personal check, or credit or debit card. We do not accept personal checks for Legal Financial Obligations. **We issue NO REFUNDS.** All fees must be paid in advance except by state and county (RCW 36.18.060). **Overpayments will not be processed, but returned to sender, with services provided upon receipt of correct amount.**

Adoption/Paternity

Title	Service Provided	Fee	RCW
Adoption One child per case, see RCW 26.33.030(2) re: consolidation	Filing	200.00	36.18.020(2)(a)
	Facilitator Surcharge	40.00	36.18.020(5)(c)
	Judicial Surcharge	<u>20.00</u>	26.12.240
		260.00	
Parentage Challenge Paternity/Parenting Plan/Order of Support	Filing in New Cause #	200.00	36.18.020(2)(a)
	Facilitator Surcharge	40.00	36.18.020(5)(c)
	Judicial Surcharge	<u>20.00</u>	26.12.240
		260.00	
Parentage Modification	Filing in Existing Case	36.00	36.18.016(2)(a)
	Facilitator Surcharge	<u>20.00</u>	26.12.240
		56.00	

Appeals

Title	Service Provided	Fee	RCW
Appeals From Administrative	Filing	200.00	34.05.514,
Hearing Decision	Judicial Surcharge	<u>40.00</u>	36.18.020(2)(c)

		240.00	36.18.020(5)(c)
Appeal From Court of Limited Jurisdiction-Civil case	Filing (to be paid at lower court) Judicial Surcharge	200.00 <u>30.00</u> 230.00	36.18.020(2)(b) 36.18.020(5)(b)
Appeal From Court of Limited Jurisdiction-Criminal Case	Filing (imposed when affirmed, dismissed, or upon failure to prosecute) (to be paid at lower court)	200.00	36.18.020(2)(h)
Clerk's Papers	Designation Reproduction	per pg .50	36.18.016(21) RAP 9.7(a) RAP15.4(e)
Notice of Appeal to Appellate Court	Filing Judicial Surcharge (Payable to Jefferson County Clerk)	250.00 <u>40.00</u> 290.00	36.18.018(2) 36.18.018(4) 2.32.070 RAP 5.1(b)
Petition for Review of a Court of Appeals Decision Terminating Review	Filing	200.00	2.32.070
Transmittal of Record and Exhibits		Actual Cost	RAP 9.8(b) RAP15.4(e)

Civil

Title	Service Provided	Fee	RCW
Abstract of Judgment	Filing	20.00	36.18.012(2)
	Preparation First page	5.00	36.18.016(4)
	Additional pages	1.00	
Anti-harassment Petition/ Unlawful Harassment Petition	Filing	53.00	7.105.100(1)(f)
	Forms at no cost		7.105.105(9)(b)

<i>No fee if Stalking, Sexual conduct, Violence or Hate Crime threatened</i>			36.18.020(2)(d)
Change of Name (non-confidential)	Filing Petition	200.00	36.18.020(2)(a)
	Judicial Surcharge	<u>40.00</u>	36.18.020(5)(c)
		240.00	
Civil Arbitration Fee	Note for Arbitration Filing Initial Statement of Arbitrability	220.00	7.06
		<u>30.00</u>	36.18.016(25)
		<u>250.00</u>	JCC 3.42 Art. III
Civil Filing *Petitions for/Relief from Duty to Register, and Restoration of Firearms outside the source case are civil filings.	Filing	200.00	36.18.020(2)(a)
	Judicial Surcharge	<u>40.00</u>	36.18.020(5)(c)
	<i>(Maximum jurisdiction in District Court is \$100K.)</i>	240.00	
Civil Protection Order Petition Anti-Harassment – see above	If Anti-Harassment petition, charge as above. <i>All other protection order petitions – no cost for forms, filing, service.</i>	None	RCW 7.105.105(9)
Common Law Lien	Petition to Invalidate Lien	35.00	36.18.012(9)
			60.70.060(3)
Counter Claim, per claim	Filing in Existing Case	200.00	36.18.020(2)(a)
Cross Claim, per claim	Judicial Surcharge	<u>40.00</u>	36.18.020(5)(c)
3 rd Party Claim, per claim		240.00	
Exception:	Unlawful Detainer	197.00	36.18.012(5)
Deeds of Trust, Surplus Funds from a Trustee's Sale	Filing	200.00	36.18.020(2)(a)
	Judicial Surcharge	<u>40.00</u>	36.18.020(5)(c)
		240.00	61.24.080(3)
Diking, Drainage & Sewerage Improvement District	Petition for Review	200.00	36.18.020(2)(a)
		<u>40.00</u>	36.18.020 (5)(c)
		240.00	85.15.110

Election—Affidavit of Elector Contesting Election of Person	Filing	200.00	36.18.020(2)(a)
	Judicial Surcharge	<u>40.00</u>	36.18.020(5)(c)
		240.00	29A.68.011
			29A.68.030
Emancipation of a Minor	Filing	50.00	13.64.020 36.18.014(2)
Extension of Judgment	Filing	200.00	36.18.016(15) 6.17.020(3)
Firearms - Petition to Restore Right to Possess <i>*case law allows filing in the criminal case, but only to resolve the loss of rights in that case.</i>	Filing	200.00	36.18.020(2)(a)
	Judicial Surcharge	<u>40.00</u>	36.18.020(5)(c)
		240.00	9.41.047(3)
Frivolous Claim Statute	Filing Application for Order	35.00	36.18.016(18) 60.04.081(3)
Foreign Judgment or Decree (If Domestic, see that section)	Filing	200.00	36.18.020(2)(a)
	Judicial Surcharge	<u>40.00</u>	36.18.020(5)(c)
		240.00	
Judicial Review	Filing	200.00	36.18.020(2)(a)
	Judicial Surcharge	<u>40.00</u>	36.18.020(5)(c)
		240.00	
Jury Demand <i>*See Emright vs King County 96 Wn. 2d 538, 637 – Non-refundable even if settled pre- trial</i>	12 Member Jury	250.00	36.18.016(3)(a)
	6 Member Jury	125.00	
Land Use Petition	Filing	200.00	36.70C.040(1)
	Judicial Surcharge	<u>40.00</u>	36.18.020(2)(a)
		240.00	36.18.020(5)(c)
Legal Newspaper	Petition and Order	200.00	36.18.020(2)(a)
	Judicial Surcharge	<u>40.00</u>	36.18.020(5)(c)

		240.00	65.16.040
Minor to Marry (under 17 years)	Petition and Order	50.00	26.04.010 (2) 36.18.014(2) 36.18.050
Minor Work Permit (under 14 years)	Petition and Order	50.00	28A.225.080 26.28.060 36.18.050
Miscellaneous Document, not case related, but required/permited to be filed with the clerk	Filing	20.00	36.18.012(3)
Notice of debt due crime victims <i>To be added to execution docket</i>	Filing Fee Judicial Surcharge	200.00 <u>40.00</u> 240.00	7.68.120(2)(b) 36.18.020(2)(e) 36.18.020(5)(c)
Property Taxes, Certification of Delinquency, Application For Judgment	Each Contestant at Time of Filing Appeal	2.00	84.64.040 84.64.120
Relief from Duty to Register as a Sex Offender	Filing Judicial Surcharge	200.00 <u>40.00</u> 240.00	36.18.020(2)(a) 36.18.020(5)(c) 9A.44.142
Restrictive Covenant	Petition to Strike Discriminatory Provision re: real property	20.00	36.18.012(6) 49.60.227
Sexually Violent Predator	Filing Petition for Civil Commitment Judicial Surcharge (County Reimbursement)	200.00 <u>40.00</u> 240.00	36.18.020(2)(a) 36.18.020(5)(c) 71.09.030(b) 388-885 WAC
Supplemental Proceedings (Examination of Judgment Debtor in existing case)	Filing	20.00	36.18.016(7)
Transcript of Judgment	Filing	20.00	36.18.012(2)

Trial de Novo	Request for trial de novo	400.00	7.06 36.18.016(26) JCC 3.42 Art. III
Unlawful Detainer, Residential <i>At the Plaintiff's option, they may pay \$85.00 to open a case pending filing of an answer or entry of an order; or they may pay \$197.00, the full fee to open a residential unlawful detainer case.</i>	1. Original Filing Includes State Judicial Stabilization Surcharge 2. Upon Filing of Answer or any Order, other than Default Orders. Balance due from Plaintiff	45.00 <u>40.00</u> 85.00 + <u>112.00</u> 197.00	36.18.020(2)(a) 36.18.020(5)(c) 36.18.012(4)
Unlawful Detainer, Non-residential	Filing Judicial Surcharge	200.00 <u>40.00</u> 240.00	36.18.020(2)(a) 36.18.020(5)(c)
Warrant for unpaid taxes for overpayment of benefits by any agency of State of Wash.	Filing	20.00	36.18.012(10) 36.18.050 82.38.235
Water Rights Statement	Filing	25.00	36.18.016(17) 90.03.180
Water System Requirements (Enforcement of)	Filing of Certified Copy of Administrative Order Judicial Surcharge	200.00 <u>40.00</u> 240.00	36.18.020(2)(a) 36.18.020(5)(c) 70.125.040(3)
Writs - Attachment - Garnishment - Execution on Real Property - Restitution - Subpoena	Each Filing NOTE: Writs must be issued by the Clerk in Superior Court per RCW 6.27.020 (1) and (2).	20.00	36.18.016(6) 36.18.050

Domestic

Title	Service Provided	Fee	RCW
Committed Intimate Relationship (formerly Meritricious Relationship) (Filed as Case Type 3)	Filing Judicial Surcharge	200.00 <u>40.00</u> 240.00	36.18.020(2)(a) 36.18.020(5)(c) 26.12.240
Counter Petition Cross Claim 3 rd Party Claim Exception:	Filing in Existing Case Judicial Surcharge Facilitator Surcharges	200.00 40.00 <u>20.00</u> 260.00	36.18.020(2)(a) 36.18.020(5)(c) 36.18.016(16) 26.12.240
	In Modification Case filed in original Domestic file	56.00	36.18.016(2)(a) 36.18.016(16) 26.12.240
Domestic Relations (Dissolution, Legal Separation, Invalidity of Marriage)	Filing Domestic Violence Surcharge Judicial Surcharge Facilitator Surcharge	200.00 54.00 40.00 <u>20.00</u> 314.00	36.18.020(2)(a) 36.18.016(2)(b) 36.18.020(5)(c) 36.18.016(16) 26.12.240
Parentage – Paternity/Challenge/ Parenting Plan/Support	Filing Judicial Surcharge Facilitator Surcharge	200.00 40.00 <u>20.00</u> 260.00	36.18.016(16) 36.18.020(2)(a) 36.18.020(5)(c) 26.12.240

Non-Parental Custody	Filing	200.00	36.18.020(2)(a)
	Judicial Surcharge	40.00	36.18.020(5)(c)
	Facilitator Surcharge	<u>20.00</u>	26.12.240
		260.00	
Family Court Facilitator	Fee for Services (User Fee)	20.00	26.12.240
			36.18.016(16)
Modification of Decree or Final Orders in a Family Law Action	Filing in Existing Jefferson County Case	36.00	36.18.016(2)
		<u>20.00</u>	26.12.240
	Facilitator Surcharge	56.00	36.18.016(16)
	New Filing	200.00	36.18.020(2)(a),
	Modification of Decree, Originally Filed Elsewhere	40.00	36.18.020(5)(c)
		<u>20.00</u>	
	Judicial Surcharge	260.00	
	Facilitator Surcharge		
Foreign (Out of State) Custody Decree and/or Judgment	Filing to Enforce or Modify	200.00	36.18.020(2)(a)
		40.00	36.18.020(5)(c)
	Judicial Surcharge	<u>20.00</u>	26.12.240
	Facilitator Surcharge	260.00	
Relative Child Visitation	Filing	200.00	36.18.020(2)(a)
	Judicial Surcharge	40.00	36.18.020(5)(c)
	Facilitator Surcharge	<u>20.00</u>	26.12.240
		260.00	

Relocation Notice	Filing only the Notice (no accompanying paperwork)	No charge	26.09.440
Objection to Notice of Relocation	Filing in Existing Jefferson County Case	36.00	26.09.260
-or-		<u>20.00</u>	26.09.540
Petition for Modification of Parenting Plan pursuant to Relocation	Facilitator Surcharge	56.00	26.12.240
Relocation Notice cont.	New Filing or	200.00	26.09.260
	Filing in Existing Case, Originally Filed Elsewhere	40.00	36.18.050
		<u>20.00</u>	26.12.240
	Judicial Surcharge	260.00	36.18.020(5)(b)
	Facilitator Surcharge		
Title 26 Guardian Ad Litem paid by case parties	Fees all set annually by the court	Contact the Court	LGALR 1.11
Wage Assignment, Spousal Maintenance or Child Support	Filing of Original Action	200.00	26.18.070,
	Judicial Surcharge	40.00	36.18.020(2)(a)
	Facilitator Surcharge	<u>20.00</u>	26.12.240
		260.00	36.18.020(5)(c)

Probate, Guardianship, Conservatorship

Title	Service Provided	Fee	RCW
Certificate of Qualification	Issuance (Form K)	5.00	36.18.016(9)

Certified Copy of Letters (Administration, Testamentary, Guardianship)	Certified Copy/Issue Letters	5.00	36.18.016(9)
Counter Claim, per claim	Filing in Existing Case	200.00	36.18.020(2)(a)
Cross Claim, per claim	State Judicial Surcharge	<u>40.00</u>	36.18.020(5)(c)
3 rd Party Claim, per claim		240.00	
Escheat - Probate Proceedings	Filing Claim	200.00	36.18.020(2)(f)
	Judicial Surcharge	<u>40.00</u>	36.18.020(5)(c)
		240.00	
	Filing Revenue Dept. Affidavit	2.00	11.08.300
Estate (Probate)	Filing	200.00	36.18.020(2)(f)
	Judicial Surcharge	<u>40.00</u>	36.18.020(5)(c)
		240.00	11.12
Guardianship/Conservatorshi (No fee for the Attorney General) (No fee if worth is under \$3000)	Filing	200.00	36.18.020(2)(f)
	Judicial Surcharge	<u>40.00</u>	36.18.020(5)(c)
		240.00	11.130.170
Guardianship – Petition by/for Vulnerable Youth See RCW 13.90	Filing	No fee	13.90.020 (4)
Letters of Office – Testamentary, Administration, Guardianship, Conservatorship	Issuance of Original for filing (includes one certified original to user) Each additional Letter	5.00 5.00	36.18.016(9)
Minor Guardianship	Filing	200.00	36.18.020(2)(a)
	Judicial Surcharge	40.00	36.18.020(5)(c)
No fee if petitioner is child's relative	Facilitator Surcharge	<u>20.00</u>	26.12.240

		260.00	
Non-Judicial Resolution (Binding TEDRA agreement filed in an existing case.) Petition not needed.	Petition, Agreement or Memorandum in existing case	20.00	11.96A.220, 36.18.012(8)
Non-Probate Notice to Creditors <i>(Notice to Creditors to be filed in Probate action, if Probate has been filed. RCW 11.40.020(2))</i>	Filing Judicial Surcharge	200.00 <u>40.00</u> 240.00	11.42.010(3)(a)(i) 36.18.020(2)(f) 36.18.020(5)(c)
Petition Objecting to Non-Judicial Resolution	Filing Judicial Surcharge	200.00 <u>40.00</u> 240.00	36.18.020(2)(g) 36.18.020(5)(c)
Petition Contesting Will (TEDRA)	Filing Judicial Surcharge	200.00 <u>40.00</u> 240.00	36.18.020(2)(g) 36.18.020(5)(c)
Petition To Admit Rejected Will	Filing Judicial Surcharge	200.00 <u>40.00</u> 240.00	36.18.020(2)(g) 36.18.020(5)(c)
Small Estate Affidavit <i>(Not necessary to file with court.)</i>	Filing	20.00	11.62.010 36.18..050
TEDRA, Non-Judicial Binding Agreement in existing case	Filing	20.00	36.18.012(8)
TEDRA Non-Judicial Binding Agreement, filed as new case	Filing Judicial Surcharge	200.00 <u>40.00</u> 240.00	11.96A.230 36.18.020(2)(g) 36.18.020.(5)(c)
TEDRA, as new case	Filing	200.00	11.96A.090

	Judicial Surcharge	<u>40.00</u> 240.00	36.18.020(5)(c)
Trust, Registration	Filing	200.00	11.98.005(2)(a)
	Judicial Surcharge	<u>40.00</u> 240.00	36.18.020(2)(g) 36.18.020(5)(c)
Will Only, or Codicil (after death - no probate contemplated)	Filing	20.00	36.18.012(7) 36.18.016(28)
Will Repository, Sealed	Filing – each will & codicil	20.00	11.12.260 36.18.016(28)

Miscellaneous

Title	Service Provided	Fee	RCW
Administration of an oath	Per seal on document requiring signature of clerk	2.00	36.18.016(5)
Approving Bonds, in other than civil or probate		2.00	36.18.016(8)
Authenticated or Exemplified Certificate	Certificate \$2.00 per additional seal (in addition to normal copy fees for documents attached to certificate \$5.00 1 st page \$1.00 per page thereafter)	4.00 Plus copies 5.00/1.00	36.18.016(4)

Certified Copies of Case Documents (with seal)	5.00 for the first page and 1.00 per page thereafter	5.00 1.00	36.18.016(4)
Non Certified Copies of Case Documents	Prepared by staff Self-Serve	.50 per page .15 per page	36.18.016(4) 42.56.120
Electronic Copies of Case Documents via E-mail, etc.		.25 per page	36.18.016(4)

Copies of Case Documents on CD		20.00/CD +.25/page	36.18.016(4)
Copies (not case documents)	Prepared by staff or public	.15 per page	42.56.120
Copies of Reports		Variable	36.18.016(22)
Notices, Summons, Subpoenas, Certificates of Deposition for Out of State Depositions	Issuance	20.00	36.18.050
Change of Venue	Filing fee	200.00	4.12.090
	State Judicial Surcharge	<u>40.00</u>	4.12.100
	(made payable to clerk of county to which case is transferred)	240.00	36.18.020(2)(a) 36.18.020(5)(c) CR 82(d)
	-and-		
Prepare Change of Venue	Preparation of file	20.00	36.18.016(19)
	Per page charges	.50 a page	36.18.016(4)
	Certificate	2.00	36.18.016(5)
	Shipping	Actual cost	
	Certified copies as needed	5.00/1.00	36.18.016(4)
Duplicated Recordings of Court Proceedings	Audio Tape	10.00	36.18.016(13)
	CD/DVD	25.00	
	Video electronically shared	25.00	
Executing Certificates	With or without seal	2.00	36.18.016(5)
Ex Parte Order	Presentation of Order	30.00	36.18.016(12)
Extension of Judgment	Filing	200.00	6.17.010; 9.94A 36.18.016(15)
Fax Fees	Receiving faxed documents		36.18.016(20)
	1 st page	5.00	
	Thereafter	1.00	

Fees In Special Cases	Where no fee is provided for - fees similar and equal to those allowed for services of the same kind	Variable	36.18.050
Filing of Papers Not Related to Litigation and No Other Amount Specified	Filing	20.00	36.18.012(3)
Investment Service Fee - if Written Request Received for Service	Service Fee for Interest Investments	5% of Income Earned	36.48.090 36.18.016(23)
Reports & Copies Produced at the Local Level as Permitted by 2.68.020 and Supreme Court Policy	Copies and Reports	Variable	36.18.016(22)
Searching Records and Issuing a Written Report/Special Services	Per Hour or Portion of an Hour	30.00	36.18.016(11)
Cost of non-statutory services rendered by clerk by authority of local ordinance or policy must be charged			36.18.016(24)
Notice of debt due crime victims	Filing Fee Judicial Surcharge	200.00 <u>40.00</u> 240.00 To be added to execution docket	7.68.120(2)(b) 36.18.020(2)(e) 36.18.020(5)(c)
NSF Fee		30.00 per check	County Ordinance 36.18.016(24)