

These fees and charges apply to land use applications and miscellaneous services provided by the City of Lynnwood Community Development Department.

## Hourly charges

1. Applicants submit an application along with a check for the required deposit.
2. The application is given a project number such as 06PLT0123 (subdivision) and pertinent information about the applicant is entered into a computer database along with check information and amount.
3. A trust account is created with the applicant's check.
4. A project file is set up in a tracking system which keeps track of the hours and purpose planners work on any given project.
5. Monetary value of the hours worked by a planner are periodically deducted from the trust account along with the costs of posting properties, legal support, meetings, postage and publication incurred on behalf of applicants.
6. When the project has been approved or denied and closed out by a planner, any money remaining in the trust account will be refunded to the applicant. Most often, applicants receive refunds. Some projects will reach a zero balance, hence no refund. Occasionally, more complex or problematic projects will exceed the deposit amount and the applicant will be asked for additional funds for the trust account.

## Fixed fees

1. Applicants submit an application along with a check for the required fee.
2. The application is given a project number such as 06ERC0123 (Environmental Checklist Review) and pertinent information about the applicant is entered into a computer database along with check information and amount.
3. The check is delivered to accounts receivable where it is processed.
4. The fee is one time and non-refundable.
5. The project proceeds until the specified land use action is either approved or denied.

## Types of Projects

## Deposit or Fee

Accessory Dwelling Unit	\$1,000 deposit
Annexation Posting, postage, publication, legal and meeting costs on behalf of applicants. Consultant costs	No fee As calculated As billed
Binding Site Plan	\$1,500 deposit
Boundary Line Adjustment	\$1,500 deposit
Comprehensive Plan Suggested Amendment	\$57 fee

