

**2021 CITY OF COVINGTON FEE SCHEDULE
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DEVELOPMENT AND PERMIT CHARGES

I. DEVELOPMENT FEES

A. Integrated Traffic Concurrency Modeling and Reports

1. Integrated Traffic Concurrency Modeling and Traffic Analysis Reports	See Schedule A	
2. Supplemental Traffic Review	Actual Cost	
3. Request for Extension of Concurrency and Traffic Report Approval		465
4. Request for an individually-determined impact fee		472
5. Traffic Concurrency Appeal		640
PLUS consultant costs	Actual Cost	
6. Change of Use/TIF Evaluation	See Schedule A	

B. Pre-application Conferences/Use Determinations

1. Pre-application conference		840
2. Extension of Pre-application		319
3. Downtown permitted use determination		783

C. Residential Land Development

1. Short Subdivisions		
a. Preliminary application base fees (two reviews)		12,733
i. Resubmittal or revision, each submittal		159
ii. Plus hourly		159
b. Request for extension		309
c. Final short plat		6,327
d. Alteration to recorded short plat		1,792
e. Vacation of short plat		836
f. Affidavit of correction		535
2. Subdivisions		
a. Preliminary application review fees		28,766
PLUS per lot fee		53
i. Resubmittal or revision, each submittal		159
ii. Plus hourly		159
b. Major revision to approved preliminary subdivision		7,521
c. Request for extension		318
d. Final subdivision		
(i) Final subdivision fee		10,743
PLUS per lot fee		32
(ii) Subdivision alteration		2,388
e. Vacation of plat		836
f. Affidavit of correction		535

D. Commercial Development

1. Commercial Site Development Permit (includes multifamily) base fee (two reviews)	13,926
a. Commercial Site Development Extension	319
b. Commercial Site Development Amendment	7,520
c. Resubmittal or revision, each submittal	159
d. Plus hourly	159
2. Binding Site Plan	
a. Binding site plan	14,589
b. Binding site plan, in conjunction with commercial site development permit	1,188
c. Alteration of binding site plan	14,589
d. Vacation of binding site plan	14,589
3. Condominium Survey Map Review	1,215

E. Boundary Line Adjustment

Request for boundary line adjustment base fee (two reviews)	2,500
Plus hourly	159

F. Environmental Review

1. State Environmental Policy Act (SEPA) Review	
a. Environmental checklist & Threshold Determination	1,201
b. Determination of Significance (DS) Threshold determination	6,108
PLUS hourly fee to review EIS (Required when review exceeds 40 staff hours) Supplemental and addendums will be actual staff time and pass through consultant time	159
c. SEPA Threshold Determination Amendment	763
d. Subarea Plan - Planned Action Ordinance	2,297
PLUS hourly fee when review exceeds 15 hours	159
e. Subarea Plan - Planned Action Ordinance Amendment	
(i) Base fee	1,051
(ii) Plus consultant costs	
2. Critical Area Review Fees	
a. Reviews associated with single-family residential building permits, shoreline permits, boundary line adjustments, right-of-way permits, variances, partial critical area exemptions, and individual grading permits. Base fee, billed at hourly rate for subsequent reviews.	1,051
b. Reviews associated with commercial and/or multifamily building permits, commercial site development, subdivisions, short subdivisions, rezones, and conditional use permits to be collected as follows:	
(i) at time of application	2,372
(ii) at time of engineering review	1,186
(iii) at commencement of monitoring	2,272
c. Critical area exceptions/reasonable use	5,812
3. Flood Damage Prevention Variance	1,215

G. Parking Demand/Trip Reduction

1. Parking Management Plan Review Fee	313
2. Commute Trip Reduction	
a. Program review	159
b. Request for extension	159
c. Request for modification	159

H. Engineering Review

1. Engineering Plan Review Fees	
a. Short subdivision	
(i) Base fee	6,892
(ii) Resubmittal or revision, each occurrence	
Base fee	159
PLUS hourly fee	159
b. Subdivision	
(i) Application plan review	
Base fee	8,991
PLUS per lot fee	35
(ii) Resubmittal or revision, each occurrence	
Base fee	159
PLUS hourly fee	159
c. Commercial/multifamily	
(i) Base fee	6,102
(ii) Resubmittal or revision, each occurrence	
Base fee	159
PLUS hourly fee	159
2. Engineering Design Review	
a. Design and Construction Standards design deviation (Type 1)	456
b. Design and Construction Standards design variance (Type 2)	760
3. Drainage Review Fees	
a. Drainage plan review, per hour	159
b. Storm water Manual design deviation (Type 1)	456
c. Storm water Manual design variance (Type 2)	890
d. Request to use city storm water facility	479

I. Clearing and Grading

1. Clearing and Grading Permit Fees

a. The Clearing and Grading fee shall be calculated by adding applicable amounts from Clearing and Grading Fee Tables.

Clearing Fee Table

	Clearing Fee (ac) Minimum Fee	Plus per/1 ac over Minimum
0 to 1 acre	698	
1 to 10 acres	698	48
10 to 40 acres	1,142	32
40 to 120 acres	2,775	16
120+ acres	3,443	3

Grading Fee Table

	Grading Volume (cv) Minimum Fee	Plus per/100 cv over Minimum
0-50	419	
50-100	419	48
100-1000	444	32
1000-10000	739	16
10000-100000	2,217	3
100000+	4,860	

b. Plan revision fee

Base fee, each occurrence 452

PLUS hourly fee 159

2. Clearing and Grading Permit Fee Reductions

Clearing and Grading fee reduction for projects reviewed in conjunction with building permits and development permits receive 30% reduction.

3. Grading/Notice to Proceed Permit Extension Fee (1 year) 318

4. Tree Removal and Clearing Fees

a. Minor tree removal 302

b. Major tree removal 907

c. Major tree removal in conjunction with site development permit 583

d. Tree Departure/Modification 466

J. Construction Inspection

1. Construction and Maintenance Inspection Fee Table

Bond Quantity Worksheet		Fee Minimum
Min	Max	
-	100,000	5,308
100,000	500,000	9,498
500,000	1,000,000	23,466
1,000,000	+	37,435

2. Landscape Installation Inspection	318
3. Bond Management	318
3. Request for Extension of Performance Guarantee	318
4. Inspection outside of business hours on weekdays Billed hourly with 2 hour minimum	318
5. Inspection on weekend/holidays Billed hourly with 4 hour minimum	637

K. Re-inspections and Missed Appointments (Construction, Planning, Engineering, Fire)

Re-inspection fees will be assessed at a minimum of **\$159** when an inspection has been requested or is required and (1) the previous inspection correction items are not complete, and/or (2) access to the site is not provided, and/or (3) approved plans are not on-site.

L. Latecomers' Agreements

1. Application Fee	
a. Latecomer's costs \$20,000 or less	630
b. Latecomer's costs \$21,001-\$100,000	1,260
c. Latecomer's costs more than \$100,000	2,519
2. Review by City Engineer; billed hourly with 4-hour minimum	637
3. Processing fee	159
4. Segregation Processing Fee	159

M. Shoreline Management Fees

1. Substantial Development Permit	
a. Total Cost of Proposed Development	
\$5,001 - 10,000	1,697
\$10,001 - 100,000	3,392
\$100,001 - 500,000	8,477
\$500,001 - 1,000,000	12,713
\$1,000,000+	16,948
b. Single-family Joint-Use Dock	4,068
2. Shoreline Conditional Use Permit	14,236
3. Shoreline Variance	
Up to \$10,000 project value	4,203
Over \$10,000 project value	11,119
4. Shoreline Environment Redefinition	
Base fee	20,902
PLUS per shoreline lineal foot	43
Maximum charge	78,374
5. Shoreline Letter of Exemption	318
6. Supplemental Fees	
a. Request for extension, calculated as % of original permit	20%
b. Revision, as % of original permit	20%
c. Surcharge when public hearing required, as % of original permit	12%
Minimum charge	4,338
d. Compliance investigation not to exceed cost of permit (including travel time) per hour	159

N. Impact Fee Administration

1. Administrative fee for school and fire impact fees, per unit	76
2. Administrative fee for development permits subject to transportation and park impact fees, per unit	13
3. Impact Fee Deferral Program Application	318

O. Consultant Pass-Through Fees

In the review of a land-use permit application, including but not limited to environmental (SEPA) review, the City may determine that such review requires the review of the City Attorney and/or City Consultant. In addition to the above development fees that an applicant is required to submit, the applicant shall also be responsible for reimbursing the City for the cost of professional consultant services if the City determines that such services are necessary to complete its review of the application submittal. The City may also require the applicant to deposit an amount with the City which is estimated, at the discretion of the Community Development Director, to be sufficient to cover anticipated costs of retaining professional consultant services and ensure reimbursement to the City for such costs.

- | | |
|-----------------------|--------------------|
| 1. Consultant costs | Actual Cost |
| 2. Administrative fee | 10% of Actual Cost |

Traffic Review Fee Table/ SCHEDULE A

Per Council Direction 1/10/2012

Formula 1 - SMALL Developments

Formula: Total Fee = Base Fee + Rate per Unit * DevelopmentUnits
 If calculated fee is **MORE** than \$10,563 use formula for Large Developments instead

Land Use Category	Typical examples or indicators	Development Unit	(a) Base Fee ¹	(b) Rate ¹ Per Unit	(c) Enter Development Size	(a)+(b)*(c) Calculate Total Fee	MAXIMUM No. of Units for this formula
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RESIDENTIAL

Residential - independent living	Single family, apartments, townhomes, condos	DU	\$ 2,437.50	\$ 81.25		\$0	100
Assisted living facilities	Residents don't drive; caregivers are employed	bed	\$ 2,437.50	\$ 20.31		\$0	400

RETAIL BUSINESS

Small Retail < 10KSF	Restaurants, banks, mini-mart ¹	1000sf	\$ 2,437.50	\$ 812.50		\$0	10
General Retail 10KSF-200KSF	Most stores, small shopping centers	1000sf	\$ 2,437.50	\$ 203.13		\$0	40
Large Retail >200ksf	Most shopping centers, superstores				use other table	use other table	NA
Day care	Child-care facilities	1000sf	\$ 2,437.50	\$ 203.13		\$0	40
Medical facilities - all	Clinic, hospital, dental, veterinary	1000sf	\$ 2,437.50	\$ 203.13		\$0	40
Hotel, motel by size	All types of rooms for rent	1000sf	\$ 2,437.50	\$ 81.25		\$0	100
Automotive services	Gas station, car wash, quick lube, tire store ¹	vehicle servicing position	\$ 2,437.50	\$ 203.13		\$0	40

¹ If vehicle servicing is secondary to convenience market or fast food business, use small retail rate above for building space only

NONRETAIL BUSINESS

Office	Workers at desks	1000sf	\$ 2,437.50	\$ 101.56		\$0	80
Industrial	Workers on shop floor	1000sf	\$ 2,437.50	\$ 101.56		\$0	80
Education	Schools, colleges	1000sf	\$ 2,437.50	\$ 101.56		\$0	80
Warehouse	Storage with minimal employment	1000sf	\$ 2,437.50	\$ 20.31		\$0	400

OTHER

Church, theater	Large space used in off-hours	1000sf	\$ 2,437.50	\$ 61.10		\$0	133
Recreation bldg	Health club, community center	1000sf	\$ 2,437.50	\$ 81.25		\$0	100
Movie theater	single or multi-screen	1000sf	\$ 2,437.50	\$ 81.25		\$0	100
Recreation land	Golf course, park	acre	\$ 2,437.50	\$ 20.31		\$0	400
Marina	Moorage for boats	slip	\$ 2,437.50	\$ 12.19		\$0	667
Park & Ride	Transit related car parking	stall	\$ 2,437.50	\$ 61.10		\$0	133

SPECIAL CASES

Not specified above	Use rate per peak hour trip	pk hr trip	\$ 2,437.50	\$ 81.25		\$0	100
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Fee schedule is based on typical trip generation rates, standardized across groups of similar land use categories

Formula 2 - LARGE Developments

Fee = Base Fee + Rate per Unit * DevelopmentUnits

If calculated fee is **LESS** than \$10,563, use formula for Small Developments instead

Land Use Category	Typical examples or indicators	Development Unit	(a) Base Fee ¹	(b) Rate ¹ Per Unit	(c) Enter Development Size	(a)+(b)*(c) Calculate Total Fee	MINIMUM No. of Units for this formula
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RESIDENTIAL

Residential - independent living	Single family, apartments, townhomes, condos	DU	\$ 6,500.00	\$ 40.63		\$0	100
Assisted living facilities	Residents don't drive; caregivers are employed	bed	\$ 6,500.00	\$ 10.16		\$0	400

RETAIL BUSINESS

Small Retail < 10KSF	Restaurants, banks, mini-mart ¹	1000sf	\$ 6,500.00	\$ 406.25	use other table	use other table	NA
General Retail 10KSF-200KSF	Most stores, small shopping centers	1000sf	\$ 6,500.00	\$ 101.57		\$0	40
Large Retail >200ksf	Most shopping centers, superstores	1000sf	\$ 6,500.00	\$ 18.75		\$0	200
Day care	Child-care facilities	1000sf	\$ 6,500.00	\$ 101.57		\$0	40
Medical facilities - all	Clinic, hospital, dental, veterinary	1000sf	\$ 6,500.00	\$ 101.57		\$0	40
Hotel, motel by size	All types of rooms for rent	1000sf	\$ 6,500.00	\$ 40.63		\$0	100
Automotive services	Gas station, car wash, quick lube, tire store ¹	vehicle servicing position	\$ 6,500.00	\$ 101.57		\$0	40

¹ If vehicle servicing is secondary to convenience market or fast food business, use small retail rate above for building space only

NONRETAIL BUSINESS

Office	High density employment	1000sf	\$ 6,500.00	\$ 50.78		\$0	80
Industrial	Low density employment	1000sf	\$ 6,500.00	\$ 50.78		\$0	80
Education	Schools, colleges	1000sf	\$ 6,500.00	\$ 50.78		\$0	80
Warehouse	Storage with minimal employment	1000sf	\$ 6,500.00	\$ 10.16		\$0	400

OTHER

Church, theater	Large space used in off-hours	1000sf	\$ 6,500.00	\$ 30.55		\$0	133
Recreation bldg	Health club, community center	1000sf	\$ 6,500.00	\$ 40.63		\$0	100
Movie theater	single or multi-screen	1000sf	\$ 6,500.00	\$ 40.63		\$0	100
Recreation land	Golf course, park	acre	\$ 6,500.00	\$ 10.16		\$0	400
Marina	Moorage for boats	slip	\$ 6,500.00	\$ 6.10		\$0	667
Park & Ride	Transit related car parking	stall	\$ 6,500.00	\$ 30.55		\$0	133

SPECIAL CASES

Not specified above	Use rate per peak hour trip	pk hr trip	\$ 6,500.00	\$ 40.63		\$0	100
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Fee schedule is based on typical trip generation rates, standardized across groups of similar land use categories

II. ZONING AND LAND USE FEES

A. Zoning Fees¹

1. Annexation Petitions and Election Requests ²			
Base Fee			15,016
PLUS per acre			90
2. Comprehensive Plan Amendment			4,483
(includes \$1000 non-refundable docketing fee)			
PLUS consultant costs if placed on Docket		Billed separately	
3. Development Regulation Amendment			3,779
(includes \$1000 non-refundable docketing fee)			
PLUS consultant costs if placed on Docket		Billed separately	
4. Land Use Written Determination/Certification/Zoning Verification Letter ¹			
Type 1 decision letter			485
5. Development Agreement Fee			4,672
Plus hourly fee exceeding 30 hours of staff time		plus consultant costs	159
6. Zoning Map Amendment/Re-zone		plus consultant costs	3,843
(includes \$500 non-refundable docketing fee)			

1. Some zoning determinations may require additional consultant pass-through costs as authorized by the Covington Municipal Code.

2. Fee does not include any costs associated with development of Sub-Area Plans and development regulations.

B. Conditional Use Permits

1. CUP (stand alone permit)			11,608
2. CUP w/ Commercial Site Development			3,303
3. Amendment to CUP			4,059

C. Temporary Use/Re-use of a Facility

1. Temporary Use Permit			308
2. Re-use of Closed Public School Facilities			2,064
3. Partial Re-use of Closed Public School Facilities, billed hourly with 2 hour minimum			318

D. Zoning Variance/Downtown Design Departure/Appeals

1. Zoning Variance (Type 3)			7,763
2. Design Departure from the City of Covington Design Guidelines and Standards			318
3. Appeals to Hearing Examiner			726

E. Sign Permits	
1. Sign Permits	
a. Freestanding sign, each	692
b. Wall-mounted sign (up to 3)	467
Additional per sign over 3 signs	159
c. Temporary sign in the ROW permit	-
d. Temporary banner permit	159
2. Sign Variance	7,611
3. Comprehensive Sign Plan	
a. Base fee	1,094
b. Plus hourly rate after 7 hours	159
c. Plus consultant costs	Actual Cost
4. Street Pole Banners	
a. Base fee	159
b. Plus consultant costs	Actual Cost
F. Wireless Communications Facilities	
1. Wireless Communications Facilities (WCF)	
a. WCF - Type 1	465
b. WCF - Type 2 Administrative	1,702
c. WCF - Type 3 - New WCF Tower or Height Waiver	2,232
d. Small Cells Permit	465
G. Multifamily Tax Exemption Fees¹	
1. Multifamily property tax exemption application	890
2. Amendment of approved contract	619
3. Extension of the conditional tax exempt certificate	309
4. Application for final certificate of tax exemption	890
1. If approved, applicant is responsible for processing fee for filing with King County Department of Records and Elections.	
H. Landmark Designation Application	
1. Consultant costs	Actual Costs
2. Administrative fee	10% of Actual
I. General Land Use/Miscellaneous	
1. General Land Use (where otherwise not defined)	
Base fee	450
PLUS hourly fee	159
2. Farm Conservation Plan	466
J. Lakepointe Urban Subarea	
1. Planned Action Determination and Implementation Project Concurrency	
Base fee	2,297
PLUS consultant costs	Actual Cost
J. Other Services (per hour fee)	159

III. RIGHT-OF-WAY FEES

A. Right-of-Way Use Permit ¹		478
1. Base Fee (up to 3 hours staff time)		478
2. Plus hourly after 3 hours		159
3. Right-of-Way Use Permit Extension		159
4. Reinspection Fee		160
B. Right-of-Way Use - Non-Construction		159
(e.g. parade. Block party. Oversize load, etc.)		
C. Failure to Call in Job Start		159
D. Request for Night Time Work		
1. Base Fee (up to 3 hours staff time)		478
2. Plus hourly after 3 hours		159
3. Plus consultant time	Actual Cost	
E. ROW inspections outside of normal business hours		
1. Base Fee (2 hour minimum)		318
2. Plus hourly after 2 hours		159
F. Petition for Vacation of Right-of-Way		1,104
PLUS pass through consultant costs	Billed separately	
G. Franchise Agreement base fee, plus consultant costs if required		5,135

1a. The fee is applicable to a request for the relocation of an existing driveway.

1b. Fee is applicable to franchise and non-franchise, aerial, at-ground, underground, and pole replacement.

IV. BUILDING FEES

A. Building Permit Fees*

1. Building Permit Fee Table

Project Value	Fee	
\$1 - \$500	\$35	
\$500 - \$2,000	\$35 for first \$500, plus \$17 per each additional \$100 or fraction thereof up to and including \$2,000	
\$2,001 - \$25,000	\$140 for first \$2,000, plus \$17 per each additional \$1,000 or fraction thereof up to and including \$25,000	
\$25,001 - \$50,000	\$531 for first \$25,000, plus \$14 per each additional \$1,000 or fraction thereof up to and including \$50,000	
\$50,001 - \$100,000	\$881 for first \$50,000, plus \$13 per each additional \$1,000 or fraction thereof up to an including \$100,000	
\$100,001 - \$500,000	\$1,531 for first \$100,000 plus \$13 per each additional \$1,000 or fraction thereof up to and including \$500,000	
\$500,001 - \$1,000,000	\$6,731 for first \$500,000, plus \$6 per each additional \$1,000 or fraction thereof up to and including \$1,000,000	
\$1,000,001+	\$9,731 for first \$1,000,000, plus \$7 per each additional \$1,000 or fraction thereof	
2. Building Permit Plan Review (due at time of application)		65% of permit fee
3. Site Plan Review		
a. Commercial		159
b. Residential		159
4. Misc. Single-Family Residential Building Permit Fees		
a. Re-roofs		219
b. Manufactured home placement, per unit		457
c. Energy Code review		
i. New Residential		304
ii. New Commercial		609
iii. Residential or Commercial Remodel		77
d. Fences over 6 feet tall		Valuation Based
e. Demolition, per site		457
5. Miscellaneous Commercial Building Permit Fees		
a. Phased Occupancy		463
b. Temporary Certificate of Occupancy - under \$2,000,000 in valuation		318
c. Temporary Certificate of Occupancy - \$2,000,000 in valuation and up		2% of building permit fee
6. Other Inspections and Fees		
a. Inspections outside of normal business hours		
Base fee		318
PLUS hourly rate beyond two hours		159
b. Reinspecton fees assessed per IBC 305.8		159
c. Other inspections		159
d. Additional plan review		159
e. Alternate materials and methods review		159
f. Plan review and/or inspection by outside consultants		Consultant cost PLUS fee table cost
g. Permit Extension Request		159

B. Mechanical Permit Fees*

1. Commercial Mechanical Permit Fee Table

Project Value	Fee
\$1 - \$500	\$141
\$501 - \$2,000	\$141 for first \$501, plus \$3 per each additional \$500 or fraction thereof up to and including \$2,000
\$2,001 - \$25,000	\$186 for first \$2,001, plus \$11 per each additional \$1,000 or fraction thereof up to and including \$25,000
\$25,001 - \$50,000	\$439 for first \$25,001, plus \$10 per each additional \$100 or fraction thereof, up to and including \$100,000
\$50,001 - \$100,000	\$689 for first \$50,001, plus \$8 per each additional \$1,000 or fraction thereof, up to and including \$100,000
\$100,001 +	\$1089 for first \$100,001, plus \$17 per each additional \$1,000 or fraction thereof

2. Permit Issuance	62
3. Supplemental Permit Issuance	17
4. Mechanical Unit Fee Schedule	
a. Furnace	24
b. Furnace over 100,000 Btu/h (29.3 kw)	29
c. Floor furnace	24
d. Unit heater	24
e. Appliance vent	13
f. Boiler or compressor up to 3 hp, or	24
g. Boiler or compressor over 3 up to 15 hp, or	39
h. Boiler or compressor over 15 up to 30 hp, or	
i. Boiler or compressor over 30 up to 50 hp, or	81
j. Boiler or compressor over 50 hp or	132
k. Air-handling unit up to 10,000 cfm	17
l. Air-handling unit over 10,000 cfm	29
m. Ventilation fan	13
n. Mechanical hood	17
o. Miscellaneous appliance	17
p. Gas piping system	
1-5 outlets	11
Each outlet over 5	6
5. Residential New Single family	257
6. Commercial Mechanical Permit by Valuation	See table
7. Commercial Mechanical Permit Plan Review	65% of permit fee

C. Plumbing Permit Fees*

1. Commercial Plumbing Permit Fee Table

Project Value	Fee
\$1 - \$500	\$141
\$501 - \$2,000	\$141 for first \$501, plus \$3 per each additional \$500 or fraction thereof up to and including \$2,000
\$2,001 - \$25,000	\$186 for first \$2,001, plus \$11 per each additional \$1,000 or fraction thereof up to and including \$25,000
\$25,001 - \$50,000	\$439 for first \$25,001, plus \$10 per each additional \$100 or fraction thereof, up to and including \$100,000
\$50,001 - \$100,000	\$689 for first \$50,001, plus \$8 per each additional \$1,000 or fraction thereof, up to and including \$100,000
\$100,001 +	\$1089 for first \$100,001, plus \$17 per each additional \$1,000 or fraction thereof

2. Permit Issuance	51
3. Supplemental Permit Issuance	17
4. Plumbing Unit Fee Schedule	-
a. One trap or set of fixtures on one trap	13
b. Building sewer and each trailer park sewer	25
c. Rainwater systems, per drain (inside building)	13
d. Water heater and/or vent	13
e. Gas-piping system, 1-5 outlets	11
f. Additional outlet exceeding 5, each	7
g. Installation or alteration of drainage or vent piping and/or water treating equipment, each	13
h. Repair or alteration of drainage or vent piping, each fixture	13
i. Lawn sprinkler system on any one meter including backflow protection devices	13
j. Atmospheric-type vacuum breakers, 1-5	11
k. Additional breakers exceeding 5, each	7
l. Backflow device other than atmospheric-type vacuum breakers, 2-inch or smaller	13
m. Backflow device other than atmospheric-type vacuum breakers, over 2 inches	25
n. Initial installation and testing for reclaimed water system	44
o. Annual cross-connection testing of reclaimed water system	44
p. Medical gas piping system serving 1-5 inlets/outlets for a specific gas	75
q. Additional medical gas inlets/outlets, each	11
5. Residential New Single family	282
6. Commercial Plumbing Permit by Valuation	See table
7. Commercial Plumbing Permit Plan Review	65% of permit fee

*Additional hourly rate may apply to complex systems

V. FIRE FEES

A. Fire Permit Fee Table

Modifications to the existing fire sprinkler system effecting 4 or more heads or any fire alarm system modification to accommodate tenant improvements are by separate permit.

Project Value	Fee
\$1 - \$500	\$198
\$501 - \$2,000	\$198 for first \$501, plus \$8 per each additional \$100 or fraction thereof up to and including \$2,000
\$2,001 - \$25,000	\$303 for first \$2,001, plus \$8 per each additional \$1,000 or fraction thereof up to and including \$25,000
\$25,001 - \$50,000	\$372 for first \$25,001, plus \$8 per each additional \$100 or fraction thereof, up to and including \$100,000
\$50,001 - \$100,000	\$572 for first \$50,001, plus \$6 per each additional \$1,000 or fraction thereof, up to and including \$100,000
\$100,001 - \$500,000	\$872 for first \$100,001, plus \$4 per each additional \$10,000 or fraction thereof, up to and including \$500,000
\$500,0001+	\$1,032 for first \$500,001, plus \$4 per each additional \$10,000 or fraction thereof

B. Fire Code Construction Permit

1. Plan Review Fee (due at application)	65% of fire permit fee
2. Permit Fee (due at issuance)	See fire permit fee table
3. Commercial Tanks	
a. First tank	313
b. Additional tanks	313
4. Residential Tanks	
a. First tank	313
b. Additional tanks	159
5. Residential tank removal/fill	235
6. Commercial tank removal/fill	313
7. Residential Emergency Generator	313
8. Commercial Emergency Generator	627
9. Hazardous Materials (per hour)	159
10. Permit extensions or approvals	
a. Single family residential	187
b. Final and correction inspections	302
c. Full fire inspection	20% of original permit fee

C. Building and Land Use Plan Review

1. Commercial Building Permit	
0 - 10,000 sq. ft.	627
10,001 - 50,000 sq. ft.	1,725
50,001 sq. ft. and up	2,352
2. Multi-Family Building Permit	5% of building permit fee
3. Single-family Permit	5% of building permit fee

D. Land Use Plan Review

1. Subdivisions (at preliminary plat review)	783
2. Short subdivisions (at preliminary plat review)	704
3. Boundary line adjustments (case by case)	159
4. Commercial Site Development and Multi-Family	
0 - 10,000 sq. ft.	627
10,001 - 50,000 sq. ft.	1,254
50,001 sq. ft. and up	1,567
5. Binding site plan, in conjunction with	235

E. Annual Fire Code Enforcement Inspection

1. Fire Code Permitted Business (per hour)	159
2. General Business (per hour)	159
3. Late Payment Fees	
a. Over 30 days past due	10
b. Over 60 days past due	21
c. Over 90 days past due	31

F. Other

1. Inspections outside of normal business hours	
Base fee	320
PLUS hourly rate beyond two hours (per hour)	159
2. Re-inspection (per hour)	159
3. Other inspections (per hour)	159
4. Additional plan review (per hour)	159
5. Request for a code modification (per hour)	159
6. Request for alternative material and method (per hour)	159
7. Plan review and/or inspection by outside consultants	Actual Co

VI. TECHNOLOGY MANAGEMENT FEE

A **\$40.00 technology surcharge** is assessed for each of the following transactions: Building permit, plumbing permit, mechanical permit, fire permit, sign permit, demolition permit, right-of-way use permit, etc. The fee is collected at the time of issuance for the building specific permits and right-of-way use permits. A technology surcharge will be assessed for development projects at each step in the land-use process (Concurrency Review, Preliminary, Engineering, Notice to Proceed and Final approvals). Individual impact fees not paid with an associated building permit will be required to pay a separate technology surcharge fee at the time of payment.

ADMINISTRATIVE CHARGES

A. Business Licenses

1. Business license fee, (New)	60
2. Business license for home occupation or home industry (New)	60
3. Business license renewal fee	60
4. Peddler's permit fee	111
5. Special event license (3-day license)	160

B. City Clerk's Office

1. CD ROM, flash drive, etc.	Actual cost
2. Paper copies (no charge first 5 pages)	0.15

C. Finance Department

1. Finance Documents - copies available at City Hall for viewing	
a. Final Budget	Actual Cost
b. Preliminary Budget	No charge
c. Financial Statement	Actual Cost
2. Returned item fee (i.e. NSF, chargeback, etc.)	Actual Cost

Impact Fees / Other Section A

Transportation Impact Fees (TIF) CMC Chapter 12.105

Residential Subdivisions: The TIF is based on fees in effect at the time of building permit issuance. Fees are calculated on a per lot basis and are paid prior to (or at time of) building permit issuance.

Commercial Site Development (includes multi-family): The TIF is based on fees in effect at the time of the building permit issuance. Fees are paid prior to (or at time of) building permit issuance.

Fees are determined by the City on a project by project basis, same methodology set forth in the code section cited above.

Refer to the Traffic Impact Fee Rate Table and Calculation Sheet for specific fees.

Worksheet for Transportation Impact Fee of New Development

Pursuant to Ordinance No. 08-10 (Effective October 1, 2010)

Development Name:

Street Location:

City Case Number:

Size of Development:

Residential: Enter number of dwelling units:

 (a)

Other: Enter building square feet / 1000, or other unit if applicable. (see Table 1)

Total sq. ft. / units

Enter ITE Land Use Code (or word description) from Table 1 columns 1-2, for reference:

ITE L.U. Code:

Transportation Impact Fee Rate per Unit of Development:

Enter corresponding Fee per Land Use Unit from Table 1 last column:

 (b)

Note: Fee rate per Land Use Unit is based on adopted Fee per Vehicle-Mile of impact at top of Table 1.

Transportation Impact Fee:

Size of Development x Impact Fee Rate:

(a) x (b) =

 (c)

Total Transportation Impact Fee Due for this Development:

 (c)

Appendix B. Traffic Impact Rate Table

PM Avg K-factor = 0.091 Avg Daily Fee/Trip = \$ 406

This table uses ITE⁽³⁾ driveway trip rates, with adjustments, to derive the net new impact per unit of development, in vehicle-miles-traveled (VMT). See ITE for details of land use categories.⁽⁹⁾

ITE LAND USE NAME	ITE LAND USE CODE	ITE LAND USE UNIT ⁽¹¹⁾	ITE Avg SIZE ⁽⁹⁾	ITE GROSS TRIP RATE / UNIT ⁽³⁾		DISCOUNT PASS-BY TRIPS ⁽⁴⁾	ITE Pk/Daily K-Factor	NET DAILY VMT IMPACT RATE / UNIT ⁽⁵⁾	FEE PER LAND USE UNIT
				PM	DAILY				
RESIDENTIAL									
<i>Signature elements: places where people live with active lifestyles. Afternoon peak hour traffic is mainly inbound.</i>									
Single-Family (Detached) Housing	210	Dwelling	214	1.00	9.52	0%	10.5%	9.52	\$ 4,461
Duplex (Detached) Housing	use 210	Dwelling	same	1.00	9.52	0%	10.5%	9.52	\$ 4,461
Multifamily, 3+ Bedrooms	use 231	Dwelling	234	0.78	7.41	0%	10.5%	7.41	\$ 3,479
Multifamily, under 3 Bedrooms	blend 220, 221, 230	Dwelling	250	0.60	6.00	0%	10.0%	6.00	\$ 2,676
Mobile Home Park	240	Dwelling	168	0.59	4.99	0%	11.8%	4.99	\$ 2,632
Self-contained Retirement Community ⁽⁷⁾	251	Dwelling	862	0.27	3.68	0%	7.3%	3.68	\$ 1,204
Senior Adult Housing-Attached	252	Dwelling	147	0.25	3.44	0%	7.3%	3.44	\$ 1,115
Congregate Care Facility, Nursing Home, Elderly Housing (Attached) <i>please see Non-Retail, assisted living facilities</i>									
NON-RETAIL									
<i>Signature elements: places where most traffic is generated by employees, rather than customers, patrons or residents. Includes some public facilities and some assisted-living types of residential facilities. Peak hour main direction varies.</i>									
Employment Centers									
Office Building (Single Building)	blend 710, 714, 715	1000 sq. ft.	150-300	1.50	11.42	0%	13.1%	11.42	\$ 6,691
Office Park (Multiple Buildings)	750	1000 sq. ft.	370	1.48	11.42	0%	13.0%	11.42	\$ 6,602
Business Park (Multiple Buildings)	770	1000 sq. ft.	379	1.26	12.44	0%	10.1%	12.44	\$ 5,621
Research & Development Center	760	1000 sq. ft.	306	1.07	8.11	0%	13.2%	8.11	\$ 4,773
General Light Industrial	110	1000 sq. ft.	357	0.97	6.97	0%	13.9%	6.97	\$ 4,327
Industrial Park	130	1000 sq. ft.	447	0.85	6.83	0%	12.4%	6.83	\$ 3,792
Manufacturing	140	1000 sq. ft.	325	0.73	3.82	0%	19.1%	3.82	\$ 3,256
General Heavy Industrial	120	1000 sq. ft.	1544	0.68	1.50	0%	45.3%	1.50	\$ 3,033
Trucking and Storage Facilities									
1 Warehousing (Industrial)	150	1000 sq. ft.	354	0.32	3.56	0%	9.0%	3.56	\$ 1,427
2 Mini-Warehouse (Self-Service Storage)	151	1000 sq. ft.	58	0.26	2.50	0%	10.4%	2.50	\$ 1,160
High-Cube Warehouse/Distribution Center	152	1000 sq. ft.	302	0.12	1.68	0%	7.1%	1.68	\$ 535
4 Intermodal Truck Terminal	30	Acres	12	6.55	81.90	0%	8.0%	81.90	\$ 29,218
Institutions									
Church, with Weekday Programs	560	1000 sq. ft.	17	2.00	30.00	20%	6.7%	24.00	\$ 7,137
High School	530	1000 sq. ft.	225	0.97	12.89	10%	7.5%	11.60	\$ 3,894
Elementary and Junior High School	520	1000 sq. ft.	55	0.20	14.49	20%	1.4%	11.59	\$ 714
Church, No Weekday Programs	560	1000 sq. ft.	17	0.40	6.00	0%	6.7%	6.00	\$ 1,784
Assisted Living Facilities									
Nursing Home	620	Beds	99	0.22	2.74	10%	8.0%	2.47	\$ 883
Congregate Care Facility, Elderly Housing (Attached)	253	Living unit	164	0.17	2.02	10%	8.4%	1.82	\$ 682

Notes:

- (1) V.S.P. (Vehicle Servicing Position) = space provided for one vehicle to be fueled or washed; not necessarily "pumps" or "hoses"
- (2) Use total rooms for hotel/motel; 15% vacancy factor is incorporated in gross trip rate. Excludes facilities with major restaurants and meeting places.
- (3) ITE Trip Generation Manual, 9th edition. Some ITE rates are smoothed and averaged to eliminate statistically insignificant differences.
- (4) Pass-by Reduction eliminates trips diverted from the stream of traffic "passing by" a retail site, which add no vehicle-miles of impact on the road system.
- (5) Net New VMT Impact Trip Rate = ITE Gross Trip Rate * (1 - % Pass-by).
- (6) For shopping centers over 65,000 sq. ft., see ITE for logarithmic trip rate formula.
- (7) A retirement community is "self-contained" only if it provides a full range of facilities on-site for medical care, recreation, shopping, dining, etc.
For "assisted living" retirement facilities serving the non-driving elderly with caregivers employed on-site, use Congregate Care Centers under NON-RETAIL.
- (8) Average size of developments comprising the ITE database. May be useful to distinguish between otherwise similar-sounding classes.
- (9) Trip rate for any land use not covered by this table shall be determined by the Director of Public Works.
- (10) This land use generates heavy truck travel. Truck surcharge must be calculated.
- (11) Units expressed as 1000 sq. ft. refer to habitable gross building area, not land area. Units expressed as "acres" refer to land area.

Appendix B. Traffic Impact Rate Table

PM Avg K-factor = 0.091 Avg Daily Fee/Trip = \$ 406

This table uses ITE⁽³⁾ driveway trip rates, with adjustments, to derive the net new impact per unit of development, in vehicle-miles-traveled (VMT). See ITE for details of land use categories.⁽⁹⁾

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				PM	DAILY				
RETAIL									
<i>Signature elements: non-residential activity with traffic generated mainly by customers or patrons, not employees. Inbound and outbound are roughly equal most of the day. Some public facilities are thus "retail".</i>									
Automobile-related Sales									
Auto Parts Sales	843	1000 sq. ft.	8	5.98	61.91	50%	9.7%	30.96	\$ 13,338
Auto Care Center (Multiple Stores)	942	1000 sq. ft.	12	3.11	38.87	20%	8.0%	31.10	\$ 11,098
Car Sales, New and Used	841	1000 sq. ft.	30	2.62	32.30	10%	8.1%	29.07	\$ 10,518
Automobile Servicing									
Gasoline/Service Station no Mini-Mart	944	V.S.P. ⁽¹⁾	8	13.87	168.56	80%	8.2%	33.71	\$ 12,374
Self-Service Car Wash	947	V.S.P. ⁽¹⁾	7	5.54	75.00	50%	7.4%	37.50	\$ 12,356
Gasoline/Service Station with Mini-Mart	945	V.S.P. ⁽¹⁾	10	13.51	162.78	80%	8.3%	32.56	\$ 12,053
Quick-Lube Vehicle Shop	941	V.S.P. ⁽¹⁾	2	5.19	40.00	50%	13.0%	20.00	\$ 11,576
Tire Store	848, 849	V.S.P. ⁽¹⁾	8	3.32	32.00	50%	10.4%	16.00	\$ 7,405
Social-Recreational Activities									
Coffee and Donut Shop w/o Drive-Through Window	936	1000 sq. ft.	4	40.75	503.09	80%	8.1%	100.62	\$ 36,355
Fast-Food Restaurant with Drive-Through Window	934	1000 sq. ft.	4	32.65	496.12	80%	6.6%	99.22	\$ 29,128
Library	590	1000 sq. ft.	16	7.30	56.24	10%	13.0%	50.62	\$ 29,307
Quality Restaurant	931	1000 sq. ft.	9	7.49	89.95	20%	8.3%	71.96	\$ 26,729
Sit-Down Restaurant	932	1000 sq. ft.	6	9.85	127.15	50%	7.7%	63.58	\$ 21,969
Lodge/Fraternal Organization, with dining facilities	591	1000 sq. ft.	n/a	6.00	48.00	10%	12.5%	43.20	\$ 24,088
Health/Fitness Club	492	1000 sq. ft.	36	3.53	32.93	10%	10.7%	29.64	\$ 14,172
Bowling Alley	437	1000 sq. ft.	24	1.71	33.33	10%	5.1%	30.00	\$ 6,865
Recreational Community Center	495	1000 sq. ft.	65	2.74	33.82	10%	8.1%	30.44	\$ 11,000
Racquet/Tennis Club	491	1000 sq. ft.	48	0.84	14.03	10%	6.0%	12.63	\$ 3,372

Notes:

- (1) V.S.P. (Vehicle Servicing Position) = space provided for one vehicle to be fueled or washed; not necessarily "pumps" or "hoses"
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- (5) Net New VMT Impact Trip Rate = ITE Gross Trip Rate * (1 - % Pass-by)
- (6) For shopping centers over 65,000 sq. ft., see ITE for logarithmic trip rate formula.
- (7) A retirement community is "self-contained" only if it provides a full range of facilities on-site for medical care, recreation, shopping, dining, etc.
For "assisted living" retirement facilities serving the non-driving elderly with caregivers employed on-site, use Congregate Care Centers under NON-RETAIL.
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				PM	DAILY				
RETAIL									
<i>Signature elements: non-residential activity with traffic generated mainly by customers or patrons, not employees. Inbound and outbound are roughly equal most of the day. Some public facilities are thus "retail".</i>									
Community Retail Focus									
Walk-in Bank	911	1000 sq. ft.	5	12.13	156.48	65%	7.8%	54.77	\$ 18,938
Drive-in Bank	912	1000 sq. ft.	4	24.30	148.15	75%	16.4%	37.04	\$ 27,099
Convenience Market	851 - 853	1000 sq. ft.	3	50.00	640.00	85%	7.8%	96.00	\$ 33,455
DVD/Video Rental Store	896	1000 sq. ft.	7	13.60	140.00	55%	9.7%	63.00	\$ 27,300
Pharmacy/Drug Store	880, 881	1000 sq. ft.	13	8.71	89.10	30%	9.8%	62.37	\$ 27,203
Supermarket and Discount Supermarket	850, 854	1000 sq. ft.	62	10.45	102.24	45%	10.2%	56.23	\$ 25,638
Hardware/Paint Store	816	1000 sq. ft.	21	4.84	51.29	25%	9.4%	38.47	\$ 16,192
Building Materials & Lumber Store	812	1000 sq. ft.	11	4.49	45.16	20%	9.9%	36.13	\$ 16,023
Apparel Store	876	1000 sq. ft.	5	3.83	66.40	20%	5.8%	53.12	\$ 13,668
Shopping Center, under 65,000 sq. ft. ⁽⁶⁾	820	1000 sq. ft.	50	3.71	42.70	50%	8.7%	21.35	\$ 8,275
Specialty Retail Center (Strip Mall)	826	1000 sq. ft.	105	2.71	44.32	20%	6.1%	35.46	\$ 9,671
Destination Retail Focus									
1 Free-Standing Discount Store	815	1000 sq. ft.	111	4.98	57.24	30%	8.7%	40.07	\$ 15,550
2 Toy/Children's Superstore	864	1000 sq. ft.	46	4.99	60.00	30%	8.3%	42.00	\$ 15,581
3 Discount Club (Membership Warehouse Store)	857	1000 sq. ft.	112	4.18	41.80	20%	10.0%	33.44	\$ 14,917
4 Electronics Superstore	863	1000 sq. ft.	37	4.50	45.04	30%	10.0%	31.53	\$ 14,051
5 Free-Standing Discount Superstore	813	1000 sq. ft.	154	4.35	50.75	20%	8.6%	40.60	\$ 15,523
6 Factory Outlet Center	823	1000 sq. ft.	146	2.29	26.59	10%	8.6%	23.93	\$ 9,194
7 Home Improvement Superstore	862	1000 sq. ft.	100	2.33	30.74	10%	7.6%	27.67	\$ 9,354
8 Furniture Store	890	1000 sq. ft.	67	0.45	5.06	10%	8.9%	4.55	\$ 1,807
11 Nursery (Garden Center)	817	Acres	4	8.06	108.10	10%	7.5%	97.29	\$ 32,358
12 Nursery (Wholesale)	818	Acres	24	0.45	19.50	10%	2.3%	17.55	\$ 1,807

SPECIAL CASES									
<i>Signature Elements: Characteristics not matched with groups above</i>									
State Motor Vehicles Department/Licensing Agency	731	1000 sq. ft.	10	17.09	166.02	30%	10.3%	116.21	\$ 53,364
US Post Office	732	1000 sq. ft.	31	11.22	108.19	60%	10.4%	43.28	\$ 20,020
Medical/Dental Office or Clinic	630, 720	1000 sq. ft.	71	3.66	33.00	10%	11.1%	29.70	\$ 14,694
Day Care Center	565	1000 sq. ft.	4	12.34	74.06	80%	16.7%	14.81	\$ 11,009
Hospital	610	1000 sq. ft.	500	0.93	13.22	10%	7.0%	11.90	\$ 3,734
Hotel/Motel - No Convention Facilities	310-312, 320	Total Rooms⁽²⁾	200	0.53	6.50	10%	8.2%	5.85	\$ 2,128

Notes:

- (1) V.S.P. (Vehicle Servicing Position) = space provided for one vehicle to be fueled or washed; not necessarily "pumps" or "hoses"
- (2) Use total rooms for hotel/motel; 15% vacancy factor is incorporated in gross trip rate. Excludes facilities with major restaurants and meeting places.
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- (4) Pass-by Reduction eliminates trips diverted from the stream of traffic "passing by" a retail site, which add no vehicle-miles of impact on the road system.
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- (6) For shopping centers over 65,000 sq. ft., see ITE for logarithmic trip rate formula.
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- (8) Average size of developments comprising the ITE database. May be useful to distinguish between otherwise similar-sounding classes.
- (9) Trip rate for any land use not covered by this table shall be determined by the Director of Public Works.
- (10) This land use generates heavy truck travel. Truck surcharge must be calculated.
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**Impact Fees / Other
Section B**

**Park Impact Fee
CMC 19.60**

ORDINANCE NO. 17-07

Single Family, per dwelling unit	3,922.00
Multi-family, per dwelling unit	2,760.55

**Impact Fees / Other
Section C**

**Fee-in-Lieu of Recreation Space
CMC 18.35.160**

Most residential developments are required to provide on-site recreation space. The City may, at its sole discretion, allow the applicant to meet some or all of the on-site recreational space requirements by paying a fee in lieu of recreation space. Fees are determined by the City on a project-by-project basis, using the methodology set forth in the code section cited above.

Impact Fees / Other Section D

School Impact Fee

CMC Chapter 18.120

The School Impact Fee is collected for residential development projects or projects with a residential component.

For a Plat/Subdivision, 100% of the fees can be paid per the fee schedule that is in effect at the time of Final Plat approval. Alternately, the School Impact Fee for each individual single family residence can be paid prior to issuance of the building permit for that SF residence, based on the impact fees in effect at the time of application for that building permit.

For development of existing lots (including plats that were finalized without payment of school impact fees) 100% of the fees are to be paid per the schedule in effect at the time of building permit application, and are to be paid prior to building permit issuance (or at time of issuance).

The only exception to the above references of when fees are assessed and paid are: 1) lots covered under a Plat Condition of Approval with different requirements.

2021 Kent School District Impact Fee Schedule

Single-family, per dwelling unit	5,692.85
Multi-family, per dwelling unit	2,403.63

Impact Fees / Other Section E

Storm and Surface Water Maintenance, Operations and CIP Fees CMC Chapter 13.30

Resolution 2017-14

Land use	Impervious Surface %	2021	
Residential	NA	\$ 287.03	parcel/yr.
Very Light	0 to 10%	\$ 287.03	parcel/yr.
Light	>10% to 20%	\$ 708.45	acre/yr.
Moderate	>20% to 45%	\$ 1,504.40	acre/yr.
Moderately Heavy	>45% to 65%	\$ 2,536.52	acre/yr.
Heavy	>65% to 85%	\$ 3,495.37	acre/yr.
Very Heavy	>85% to 100%	\$ 4,409.42	acre/yr.
City Roads	NA		
State Highways	NA		

Note: parcel/yr. = fee amount per parcel, per year. Acre/yr. = fee amount per Acre per

Fire Impact Fees CMC Chapter 19.50

Single-family, per dwelling unit	\$ 1,870.20
Multi-family, per dwelling unit	\$ 1,973.80
Commercial/Industrial, per square foot	\$ 1.88
Hospital/Medical/Civic/School/Church, per square foot	\$ 1.70
Assisted Care, per square foot	\$ 2.06