



Public Infrastructure and Conservation

Deb Bell

Council Initiated:

☐ Yes

☒ No

ECAF: 2025-3274

Ordinance: 25-067

Type:

☐ Contract

☐ Board Appt.

☒ Code Amendment

☐ Budget Action

☐ Other

Requested Handling:

☒ Normal

☐ Expedite

☐ Urgent

Fund Source:

☐ General Fund

☐ Other

☒ N/A

Executive Rec:

☒ Approve

☐ Do Not Approve

☐ N/A

Approved as to

Form:

☒ Yes

☐ No

☐ N/A

Subject: Amending Snohomish County Code Chapter 13.

Scope:

The proposed amendments to Title 13 of the Snohomish County Code (SCC) would update non-land development right-of-way (ROW) use permit types, conditions, and fees; adding new permits for data collection devices (e.g. license plate readers) and utility franchise pre-designs; and establishing a utility ROW use fee as a condition for franchise agreements. Included in the ordinance is the ability to recover the county's permit processing and execution costs. In 1991 the county permit fees allowed for approximately 89% of the costs to be recovered. In 2024, the County only recovered approximately 34% of the costs for these permits, which is approximately \$770,000 less annually than the cost to review/execute those permits.

- **Type A:** parades, runs, and other similar not-for-profit activities that require temporary closure of the right-of-way. These permits are separate from special event permits that take place outside the public right-of-way and are covered by Snohomish County Code 30.53A.800.
- **Type B:** movement of vehicles, materials, and structures, commercial hauling, other similar activities, and road closures, which have the potential to disturb existing features, improvements, other vehicles or pedestrians within the right-of-way.
- **Type C:** long- or short-term placement and use of objects or features, or non-land development related construction, with minor or no disturbance of improvements within the right-of-way.
- **Type E:** miscellaneous long-term use of the right-of-way including right-of-way leases, deeds and easements, establishments, franchises, vacations, latecomers cost recovery, and road improvement districts.

Fiscal Impact: ☐ Current Year ☒ Multi-Year ☐ N/A

Revenue (estimate)	2025	2026	First 5 years
102.3064444321 Right-of-Way Use Permit Fees	\$0	\$771,000	\$3,855,000
102 Utility Pre-Design Review Permit Fees	\$0	\$32,000	\$160,000
102 Utility Right-of-Way Use Fees	\$0	\$17,000	\$85,000
TOTAL		\$820,000	\$4,100,000

The Department of Public Works recently completed a cost-of-service analysis for non-land development permits to ensure that the new fees cover the costs to issue and manage these permits. The table below lists only those permits with requested permit fee changes to start January 1, 2026.

An annual 3% increase is also proposed, with a suggested starting date of January 1, 2027.

Current Fee Schedule [SCC 13.110](#).

Public Infrastructure and Conservation

Deb Bell

Permit Type	Current Application	Current Permit	Proposed Application	Proposed Permit	Change
Type A Parades & Runs					
Small	\$75	\$90	\$200	\$750	\$785
Large	\$125	\$90	\$200	\$1,000	\$1,035
Bridge			\$25	\$75	\$100
Type B Transactions					
Overweight loads	\$50	All costs	\$150	\$425 + usage fee	\$525 + usage fee
Oversized loads	\$50	All costs	\$150	\$425	\$525
Haul routes	\$50	All costs	\$100	\$900	\$950
Traffic control & road closure	\$50	\$120	\$150	\$775	\$755
Type C Transaction					
Bus/stops/Shelters/pads/loading zones	\$50	\$90	\$100	\$450	\$410
Construction Site structures	\$50	\$90	\$100	\$250	\$210
Landscaping/fences/gates/other	\$50	\$90	\$100	\$450	\$410
Material collection structure	\$50	\$90	\$100	\$250	\$210
Newspaper stands or drop boxes	\$50	\$90	\$100	\$250	\$210
Temporary signs	\$50	\$90	\$100	\$300	\$160
Temporary sales	\$50	\$90	\$100	\$200	\$260
Business patrons or customers	\$50	\$90	\$100	\$175	\$135
Tree trimming/removal/replacement	\$50	\$90	\$100	\$300	\$260
Nonfranchise or single user utility purveyor	\$50	\$90	\$100	\$600	\$560
New-Data collection devices	NA	NA	\$100	\$450	NA
Type E Transactions					
Private leases/right of way	\$100	All costs	\$100	\$525	\$525

Authority Granted: The County Council adopts Ordinance 25-067, under RCW 36.32.120 and Snohomish County Charter 2.100 and 2.110.

Background: According to Snohomish County Code, Application fees shall be charged to compensate the department for preliminary application screening, the establishment or administration of the permit application file, and verification of required plans that comply with established requirements and conditions. Application fees shall be collected at the time of permit application and are not eligible for a refund. A Permit fee shall be charged to compensate the department and other county departments for the costs and expenses incurred in performing field investigations, inspections, additional plan review, hearings, and all other tasks and proceeding pertaining to right-of-way use permit.

Action Requested: For Council to move the ordinance to the November 12th GLS meeting to set time and date for a Public Hearing, with the suggested date and time of December 3, 2025, at 10:30 am.