

1 Adopted: \_\_\_\_\_, 2026  
2 Effective: \_\_\_\_\_, 2026  
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4  
5 SNOHOMISH COUNTY COUNCIL  
6 SNOHOMISH COUNTY, WASHINGTON  
7

8 ORDINANCE NO. 26-004  
9

10 RELATING TO MISCELLANEOUS PERMIT FEES; AMENDING CHAPTER 30.86 SCC  
11

12 WHEREAS, the Snohomish County Council ("County Council") and the Snohomish  
13 County Executive have identified regulation of development to ensure safe and quality  
14 construction as a high priority; and  
15

16 WHEREAS, under RCW 82.02.020, the county may collect reasonable fees from an  
17 applicant to cover the cost to the county of processing development applications,  
18 inspecting, and reviewing plans, or preparing detailed statements required by chapter  
19 43.21C RCW; and  
20

21 WHEREAS, chapter 30.86 SCC establishes fees required to be paid by an applicant  
22 to cover county costs of administering the Unified Development Code (title 30) SCC; and  
23

24 WHEREAS, PDS administers land development permits, approvals, and decisions  
25 issued under title 30 SCC; and  
26

27 WHEREAS, PDS's costs of processing permits are higher than current and  
28 projected revenue, and PDS is facing a budget deficit in its permitting division of \$2.17  
29 million in 2025 and 2026 which will deplete PDS's fund balance; and  
30

31 WHEREAS, periodic adjustments to fees are necessary to maintain financial self-  
32 sufficiency in providing permitting services and keep pace with inflation, to align the fees  
33 charged to applicants with the type and level of services provided, and to provide for  
34 improved cost recovery, fee equity, and predictability; and  
35

36 WHEREAS, as part of a multi-phase project beginning in 2020 (this being Phase III)  
37 to examine and analyze permitting and land use fees, PDS has identified certain approvals  
38 and decisions in title 30 SCC, identified in this ordinance, which have not been adjusted  
39 for several years and for which either the cost of processing is significantly greater than  
40 the fee charged or for which PDS has not charged a fee for services and the cost of that  
41 service is significant enough to warrant the addition of a new type of fee; and  
42

43 WHEREAS, on \_\_\_\_\_, 2026, the County Council held a public hearing after proper  
44 notice, heard public testimony related to the proposed code amendments, and considered  
45 the entire record; and

Ordinance No. 26-004  
RELATING TO MISCELLANEOUS PERMIT FEES;  
AMENDING CHAPTER 30.86 SCC

1  
2 WHEREAS, following the public hearings, the County Council deliberated on the  
3 proposed code amendments.

4  
5 NOW, THEREFORE, BE IT ORDAINED:  
6

7 Section 1. The foregoing recitals are incorporated herein as findings of fact and  
8 conclusions as if set forth in full.  
9

10 Section 2. The County Council adopts the following additional findings in support of  
11 this ordinance:  
12

13 A. This ordinance will add two new sections to title 30 SCC as follows:  
14

- 15 1. SCC 30.86.050 Administrative Fees.
- 16
- 17 2. SCC 30.86.520 Landslide Hazard Deviations, Channel Migration Reviews, and  
18 Zero-Rise Analysis.  
19

20 B. This ordinance will amend title 30 SCC as follows:  
21

- 22 1. Amend SCC 30.86.450 to amend the fees related to permitting signs.
- 23
- 24 2. Amend SCC 30.86.710 to amend the fees related to EDDS deviations and  
25 requests for relief under SCC 30.66B.810.  
26

27 C. The code amendments in this ordinance will become effective on January 1, 2026.  
28

29 D. More detail about the amendments proposed in this ordinance is described in the  
30 accompanying PDS Staff Report.  
31

32 E. Stakeholder feedback was solicited during the development of the proposed fee  
33 changes. On July 23, 2025, proposed fee amendments were provided to the  
34 representative for the Snohomish County Builders Council (SCBC) of the Master  
35 Builders Association of King and Snohomish Counties who did outreach to committee  
36 members on the proposed fees and solicited member comment. A presentation was  
37 given to SCBC on September 3, 2025, and additional meetings with SCBC  
38 representatives were held on September 15, 2025, October 2, 2025, and November  
39 12, 2025.  
40

41 F. The proposed amendments are consistent with the record.  
42

- 43 1. Amendments to chapter 30.86 SCC are necessary to establish fees to  
44 implement the Snohomish County Code, keep up with inflation, and to better

1           recoup the permitting expenses of PDS.

- 2
- 3           2. County policy is to use permit fees to cover only the direct and indirect costs of
- 4           permitting as allowed by state law, and to reasonably and consistently allocate
- 5           PDS overhead costs among all programs, regardless of the type of revenue
- 6           source supporting them.
- 7
- 8           3. In 2008, PDS developed a cost of services model to estimate the cost of
- 9           providing permitting services at the present level of service and the fees
- 10          necessary to recover permitting costs.
- 11
- 12          4. The PDS cost of services model, which provides the analytical framework used
- 13          to recover permitting costs, was updated in 2017 with the adoption of fees
- 14          related to fire systems, was used again in the 2020 (Phase I) and 2021 (Phase
- 15          II) permit fee increases, and has again been updated based on PDS's 2025-
- 16          2026 biennial budget. The PDS cost of services model was used to update the
- 17          fees in the code amendments in this ordinance.
- 18
- 19          5. The PDS cost of services model consists of four main costs: labor expenses
- 20          (salary and benefits); direct (non-labor) expenses; department overhead/indirect
- 21          management costs; and county-wide overhead related to development review
- 22          and permits.
- 23
- 24          6. PDS performed an analysis to estimate the time it takes staff to perform the
- 25          related permit functions and applied the average labor rates for those positions.
- 26          The estimates were used to update the fees in the code amendments in this
- 27          ordinance.
- 28
- 29          7. Proposed updates to the fees are reasonable and will reimburse the County for
- 30          the staff time required to process permit applications.
- 31

32          Section 3. The County Council makes the following conclusions:

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- 34          A. The proposed fees set forth in this ordinance are calculated in accordance with RCW
- 35          82.02.020 and provide for improved cost recovery, equity, and fee predictability and
- 36          simplicity.
- 37
- 38          B. The proposed amendments are consistent with Washington state law, chapter 19.27
- 39          RCW, and the SCC.
- 40
- 41          C. The County Council concludes that this ordinance is related solely to government
- 42          procedures, not the Growth Management Act (chapter 36.70A RCW), and therefore
- 43          does not adopt development regulations under SCC 30.10.080. Therefore, notice to
- 44          the Washington State Department of Commerce of intent to adopt is not required

pursuant to RCW 36.70A.106 and Snohomish County Planning Commission review is not required pursuant to SCC 30.73.040(2)(c).

- D. Pursuant to SCC 30.61.020 and WAC 197-11-800(19), the proposed amendments in this ordinance are categorically exempt from review under the State Environmental Policy Act (SEPA) as being related solely to government procedures containing no substantive standards respecting use or modification of the environment.
- E. The regulations proposed by this ordinance do not result in an unconstitutional taking of private property for public purpose. The Washington State Attorney General last issued an advisory memorandum, as required by RCW 36.70A.370, in October 2024, entitled "Advisory Memorandum and Recommended Process for Evaluating Proposed Regulatory or Administrative Actions to Avoid Unconstitutional Takings of Private Property" to help local governments avoid the unconstitutional taking of private property. The process outlined in the State Attorney General's 2024 advisory memorandum was used by Snohomish County in objectively evaluating the regulatory changes proposed by this ordinance.
- F. The proposed amendments are in the best interest of the county and promote the general public health, safety, and welfare.

Section 4. The County Council bases its findings and conclusions on the entire record of the County Council, including all testimony and exhibits. Any finding, which should be deemed a conclusion, and any conclusion which should be deemed a finding, is hereby adopted as such.

Section 5. A new section is added to chapter 30.86 of the Snohomish County Code to read:

**30.86.050 Administrative fees.**

**Table 30.86.050 Administrative Fees**

Notice of application fee <sup>(1)</sup>	\$350
Notice of open record public hearing fee <sup>(2)</sup>	\$300
Exempt Subdivision	\$575
Zoning verification letter	\$245

(1) This fee will be collected at the time of application and applies to all permit or land use applications for which public notice is required under SCC Table 30.70.050(5), with the exception of Flood Hazard Permits. This fee covers the department costs of notice pursuant to SCC 30.70.045 including signage, publishing and mailing costs.

(2) This fee applies to all open record public hearings for Type 2 applications for which public notice is required under SCC 30.72.030. This fee covers the department costs of notice pursuant to SCC 30.70.045 including signage, publishing and mailing costs. This fee will be collected prior to scheduling the hearing. This fee will be collected prior to the scheduling of a Type 2 open record public hearing pursuant to SCC 30.72.025 and SCC 30.72.030.

Section 6. Snohomish County Code Section 30.86.450, last amended by Amended Ordinance No. 21-048 on Sept. 29, 2021, is amended to read:

**30.86.450 Sign fees.**

**Table 30.86.450 Sign Fees<sup>(1)(2)</sup>**

<b><u>BASE FEE</u></b>	<b><u>\$250</u></b>
<b><u>PLAN REVIEW FEE</u></b>	<b><u>85% of permit fee</u></b>
<b><u>PERMIT FEE (per sign)</u></b>	
<b>WALL SIGN</b>	<b>\$250</b>
<b>POLE, MONUMENT OR ROOF SIGN</b>	<b>\$350</b>
<b>BILLBOARD (DIGITAL AND NON-DIGITAL)</b>	<b>\$850</b>
<b>Reference notes:</b>	

(1) A permit is not required for signs four square feet or less in area.

(2) A SEPA threshold determination may be required.

Section 7. A new section is added to chapter 30.86 of the Snohomish County Code to read:

**30.86.520 Landslide hazard deviations, channel migration reviews, and zero-rise analysis fees.**

**Table 30.86.520 Landslide Hazard Deviation, Channel Migration and Zero-Rise Analysis Fees**

Landslide hazard deviation requests pursuant to SCC 30.62B.340	\$1,750
Channel migration reviews pursuant to SCC 30.62B.330	\$750
Zero-rise analysis review pursuant to SCC 30.63B.120	\$750

Section 8. Snohomish County Code Section 30.86.710, last amended by Ordinance No. 15-103 on Jan. 11, 2016, is amended to read:

**30.86.710 Engineering, Design and Development Standards (EDDS) deviations and requests for relief under SCC 30.66B.810.**

**Table 30.86.710 Engineering, Design and Development Standards (EDDS) Deviation and Request for Relief from Mitigation or Concurrency Requirements of Chapter 30.66B SCC Fees**

<b>((Activity</b>	<b>Fee))</b>
Application for deviation from Engineering, Design and Development Standards (EDDS) <u>Chapters 2-4</u> <sup>(1)</sup>	<del>(((\$1,350))</del> <u>\$1,750</u>

<u>Application for deviation from Engineering, Design and Development Standards (EDDS) – Chapters 6-10 <sup>(1)</sup></u>	<u>\$1,075</u>
<u>Requests for relief from mitigation or concurrency requirements pursuant to SCC 30.66B.810</u>	<u>\$1,075</u>
(1) Modifications and waivers of the stormwater-applicable requirements of the EDDS are authorized under SCC 30.63A.170. The fee for a modification or waiver is established in SCC 30.86.515. Deviations from the stormwater-applicable requirements of the EDDS are not authorized.	

Section 9. Effective date.

This ordinance shall take effect March 1, 2026.

Section 10. Severability and Savings. If any section, sentence, clause or phrase of this ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance. Provided, however, that if any section, sentence, clause or phrase of this ordinance is held to be invalid by the court of competent jurisdiction, then the section, sentence, clause or phrase in effect prior to the effective date of this ordinance shall be in full force and effect for that individual section, sentence, clause or phrase as if this ordinance had never been adopted.

PASSED THIS \_\_\_\_ day of \_\_\_\_\_, 2026.

SNOHOMISH COUNTY COUNCIL

Snohomish County, Washington

\_\_\_\_\_  
Chairperson

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4  
5 ATTEST:

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10 \_\_\_\_\_  
11 Clerk of the Council

12 ( ) APPROVED  
13 ( ) EMERGENCY  
14 ( ) VETOED

Date: \_\_\_\_\_, 2026

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20 ATTEST:

\_\_\_\_\_  
County Executive

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26  
27 Approved as to form only:

28  
29  
30 *Christa Richmond* 01/06/26  
31 \_\_\_\_\_  
32 Deputy Prosecuting Attorney