

Index of Records

Project Name Phase II Permit Fees

Part 1 - DEPARTMENT OF PLANNING AND DEVELOPMENT SERVICES

Exhibit #	Record Type	Date	Received From	Exhibit Description
1.0001	Correspondence		Staff	Parties of Record
1.0002	Correspondence	3/1/2021	Staff	3.1.21 Email - PDS to Mike Pattison
1.0003	Correspondence	3/1/2021	Staff	3.1.21 Email Attachment
1.0004	Correspondence	3/2/2021	Mike Pattison	3.2.21 Email Mike Pattison acknowledgement
1.0005	Project Administration	3/3/2020	Staff	Fee Project Summary
1.0006	Staff Research	12/4/2019	Staff	Cost of Service Model
1.0007	Staff Research	11/12/2020	Staff	200 Ordinance Utility ROW permits
1.0008	Staff Research	1/5/2021	Staff	Phase II Permit Fee Analysis
1.0009	Staff Research	7/21/2021	Staff	Phase II Permit Fee List
1.0010	Legislative Documents	7/27/2021	Staff	21-048 Ordinance-PA Signed Copy
1.0011	Legislative Documents	7/27/2021	Staff	21-048 Ordinance
1.0012	Legislative Documents	8/19/2021	Staff	21-048 Staff Report
1.0013	Legislative Documents	9/13/2021	Staff	21-048 Staff Report revised
1.0014	Legislative Documents	8/19/2021	Staff	Planning Committee PowerPoint

***Contact the Clerk of the Council for copies of Part 1 Exhibits - 425-388-3494 or contact.council@snoco.org**

1.0001- Parties_of_Record-Phase II Permit Fees

No.	Name	Organization	Email Address	Street Address	City	State	Zip Code	Notes
1	Mike Pattison	Master Builders Association	mpattison@MBAKS.COM	335 116th Ave SE	Bellevue	WA	98004	
2	Lynn Eshleman	LLE Consulting, LLC	lynneshleman@outlook.com	14709 Madison Way	Lynnwood	WA	98087	
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Mass, Julie

From: McCrary, Mike
Sent: Tuesday, March 2, 2021 10:23 AM
To: Mike Pattison
Subject: FW: Phase II Fees
Attachments: Permit Fee List Phase II 3.1.2021.pdf

PDF version

From: Mass, Julie <Julie.Mass@co.snohomish.wa.us>
Sent: Monday, March 1, 2021 3:12 PM
To: McCrary, Mike <M.McCrary@co.snohomish.wa.us>
Subject: Phase II Fees

Julie Mass, CPA | *Division Manager, Admin Services*
Snohomish County Planning & Development Services
3000 Rockefeller Ave., M/S 604 | Everett, WA 98201
425-388-3970 | Julie.mass@snoco.org

NOTICE: All emails, and attachments, sent to and from Snohomish County are public records and may be subject to disclosure pursuant to the Public Records Act (RCW 42.56)

PDS Phase II Fee Proposal

** Note: Fee was in effect prior to UDC code adoption in 2002. Last update was in 1990s.*

Fees Last Amended (Ord. Number and Date)	SCC Citation	Permit Type	Current Fee	Proposed Fee	Notes	Cost of Service		
Ord. 02-064, eff 2/1/2003 *	30.86.140	Boundary Line adjustment fees						
		APPLICATION FEE	\$600.00	\$920.00		\$1,300.00		
		Additional per lot over 2 lots	\$78.00	\$155.00				
Ord. 08-101, eff 4/21/2009	30.86.145	Landscape and tree plan review and inspection fee						
		Plan review fee	\$400.00	\$640.00				
		Modification review fee	\$200.00	\$315.00				
		Site inspection fee	\$150.00	\$160.00				
		Reinspection fee	\$50.00	\$160.00				
Ord. 07-108, eff 7/1/2008	30.86.220	Administrative conditional use permits						
		PRE-APPLICATION CONFERENCE FEE	\$480.00	\$480.00	no change-leave alone			
		ACU PERMIT	\$180.00	\$2,500.00	Will no longer include AA which was moved to RK. Standard only, new fee for TD	\$8,000.00		
		TEMPORARY DWELLING	n/a	\$300.00	currently fee is \$180 ACU permit	\$1,800.00		
		ACU FOR EXPANSION OF A NONCONFORMING USE						
		Base Fee	\$1,200.00	\$2,500.00		\$8,000.00		
		Plus \$ per acre	\$60.00	\$100.00				
		Total maximum fee for expansion of a nonconforming use	\$3,600.00	\$6,000.00		\$8,000.00		
		MINOR REVISION REQUEST	\$240.00	\$500.00		\$700.00		
		MAJOR REVISION REQUEST	\$960.00	\$1,500.00		\$1,500.00		
		TEMPORARY WOODWASTE RECYCLING PERMIT	\$600.00	\$750.00				
		TEMPORARY WOODWASTE STORAGE PERMIT	\$600.00	\$750.00				
		ANNUAL RENEWAL FEE FOR ANY TEMPORARY USE	\$48.00	\$75.00				
		Ord 07-108, eff 7/1/2008	30.86.230	Variance Fees				
				PRE-APPLICATION CONFERENCE FEE	\$480.00	\$480.00	no change-leave alone	
STANDARD VARIANCE	\$1,200.00			\$1,500.00				
SFR SINGLE REVISION TO DIMENSIONAL REQUIREMENT	\$600.00			\$600.00	no change-leave alone			
MINOR REVISION	\$312.00			\$0.00	strike from code			
MAJOR REVISION	\$1,248.00			\$0.00	strike from code			
Ord. 02-064, eff 2/1/2003 *	30.86.300	Special Flood Hazard areas permit fees						
		FLOOD HAZARD AREA PERMIT	\$300.00	\$1,050.00		\$1,200.00		
		FLOOD HAZARD AREA VARIANCE	See Table in 30.86.230	See Table in 30.86.230				
		PRE-APPLICATION CONFERENCE FEE	\$400.00	\$480.00	To make consistent with other pre-app conf fees			

		FLOOD HAZARD AREA DETERMINATION	\$200.00		\$300.00
Ord. 02-064, eff 2/1/2003 *	30.86.400(5)	Base Permit Fees			
		COMMERCIAL	\$250.00		\$350.00
		RESIDENTIAL	\$80.00		\$150.00
		COMMERCIAL MECHANICAL (amend language on table)	\$125.00		\$250.00
Ord. 02-064, eff 2/1/2003 *	30.86.400(8)	Certificates of Occupancy/Change of Use Fees			
		CERTIFICATE OF OCCUPANCY Home Occupation in detached accessory structures	\$100.00		\$140.00
		Temporary or final, when applicant requests phased issuance for each structure or structures	\$100.00		\$140.00
		COMMERCIAL BUILDING CHANGE OF USE OR OCCUPANCY			We issue TI permits instead so these are nonexistent
		Under 10,000 square feet	\$250.00		\$0.00 strike from code
		Over 10,000 square feet	\$500.00		\$0.00 strike from code
Ord. 02-064, eff 2/1/2003 *	30.86.400(9)	Special Inspections and Investigation Fees			
		BUILDING AND MOBILE HOME PRE-MOVE INSPECTIONS			
		Snohomish County inspection	\$60/hour - 2 hour min \$120 plus County's standard mileage	\$140/hour - 2 hour min \$140 plus County's standard mileage	
		Outside Snohomish County... INSPECTIONS OUTSIDE NORMAL COUNTY BUSINESS HOURS	\$60/hour - 2 hour min	\$140/hour - 2 hour min	
		INSPECTIONS FOR WHICH NO FEE IS OTHERWISE INDICATED	\$60/hour - 2 hour min	\$140/hour - 2 hour min	
		REINSPECTION FEE	\$60.00		\$140.00
		INVESTIGATION PENALTY	100% of permit fee	100% of permit fee	no change
Ord. 02-064, eff 2/1/2003 *	30.86.400(10)	Miscellaneous Review and Permit Fees			
		PRE-APPLICATION SITE REVIEW ACCESSORY BUILDING LESS THAN 1,000	\$250.00		\$320.00 Cost of 2 hours Site Inspector
		BUILDING ADDITIONS	50% of site review fee	50% of site review fee	leave in but look at later
		COMPLETION PERMIT	\$50.00		\$140.00
		CONDOMINIUM CONVERSION PERMIT (per unit)	\$50.00		\$140.00
		DECK PERMIT	\$50.00		\$140.00
		DEMOLITION PERMIT	\$50.00		\$140.00
		DOCK PERMIT	\$50.00		\$140.00
		FIREPLACE PERMIT	\$50.00		\$140.00
		SWIMMING POOL PERMIT	\$50.00		\$140.00
		TEMPORARY BUILDING PERMIT	\$50.00		\$140.00

	TITLE ELIMINATION	\$30.00	\$50.00	
		\$120 per tax parcel researched. No fee if submitted with a subdivision or building permit application		
	LOT STATUS DETERMINATION		\$255.00 Change to "per lot" instead of "per tax parcel"	up to \$418
	PRE-APPLICATION DESIGN REVIEW	\$2,500.00	\$0.00 strike from code (never defined)	
	ROOFING PERMIT			
	11 to 25 squares	\$37.00 n/a	remove separation	
	More than 25 squares	\$55.00 n/a	remove separation	
	11 or more squares		\$140.00	
	SITE REVIEW FOR NEW BUILDINGS OR ADDITIONS	\$100.00	\$320.00 Cost of 2 hours Site Inspector	
	SUCCESSIVE CONSTRUCTION SET-UP FEE	\$200.00	\$200.00 no change	
Ord. 02-064, eff 2/1/2003 *	30.86.410	Mechanical Permit Fees		
			Add note that for stand alone permits on commercial projects (not new construction), we will use BVD table in 30.86.400(7)	
Ord. 02-064, eff 2/1/2003 *	30.86.420	Plumbing Permit Fees		
			Add note that for stand alone permits on commercial projects (not new construction), we will use BVD table in 30.86.400(7)	
Ord. 02-064, eff 2/1/2003 *	30.86.450	Sign Fees		
		WALL SIGN	\$50.00	\$250.00 total cost incl. plan review and base fee= \$746.00
		POLE, MONUMENT OR ROOF SIGN	\$100.00	\$350.00 total cost incl. plan review and base fee= \$746-\$958
		BILLBOARD	\$150.00	\$850.00 total cost incl. plan review and base fee= \$2,025.00
Ord. 08-122, eff 1/1/2009	30.86.600	Permit decision appeal fees		
		TYPE 1-NON-SHORELINE	\$500.00	\$1,500.00
		TYPE 2	\$500.00	\$500.00
		[amend footnote?]		
Ord. 00-079, eff 12/16/2000	13.110.020			
	D1	Driveway - Standalone		
		Application	\$25.00	\$90.00
		Permit	\$55.00	\$260.00
	D1 NEW TYPE	Driveway in prior approved plat/subdivision		New type to keep fees lower for approved subdivisions due to lesser amount of work
		Application	n/a	\$50.00
		Permit	n/a	\$100.00
	D2	Driveway - Subdivision Driveway access		When builder and developer are same - rarely happens
		Application	\$25.00	\$50.00
		Permit	\$0.00	\$100.00
	D3	Temporary Trail Access		
		Application	\$125.00	\$150.00
		Permit	\$420.00	\$480.00
	D4	Trail Access		
		Application	\$125.00	\$150.00

	Permit	\$540.00	\$600.00
D5	Major Construction-Other		
	Application	\$125.00	\$175.00
	Permit	\$340.00	\$430.00
	Add per road front foot:	\$1.00	\$1.30
D5P	Major Construction-Plat		
	Application	\$125.00	\$175.00
	Permit	\$540.00	\$700.00
	Add per road front foot:	\$1.00	\$1.30
D5C	Major Construction-commercial		
	Application	\$125.00	\$175.00
	Permit	\$540.00	\$700.00
	Add per road front foot:	\$1.00	\$1.30
D5S	Major Construction-short plat		
	Application	\$125.00	\$175.00
	Permit	\$540.00	\$700.00
	Add per road front foot:	\$1.00	\$1.30
D6	Minor Construction-Other		
	Application	\$30.00	\$120.00
	Permit	\$60.00	\$150.00
	Add per road front foot:	\$1.00	\$1.30
D6P	Minor Construction-Plat		
	Application	\$90.00	\$120.00
	Permit	\$130.00	\$250.00
	Add per road front foot:	\$1.00	\$1.30
D6C	Minor Construction-Commercial		
	Application	\$90.00	\$120.00
	Permit	\$130.00	\$250.00
	Add per road front foot:	\$1.00	\$1.30
D6S	Minor Construction-Short Plat		
	Application	\$90.00	\$120.00
	Permit	\$130.00	\$250.00
	Add per road front foot:	\$1.00	\$1.30
D7	Blanket Utility construction per each construction activity	\$80.00	\$100.00
D8	Major utility construction		
	Application	\$130.00	\$250.00
	Permit	\$390.00	\$450.00
	Open trench road, road shoulder cut add per foot:	\$0.35	\$0.40 8302-Utility Shldr Cut - \$.35 per Ft, 32,470 Ft Ann
	Open trench road, asphalt/concrete cut add per foot:	\$1.00	\$1.30 8303-Utility Asph Cut -\$1.00 per ft
	Plowed cable road		
	Application	\$130.00	\$250.00
	Permit	\$390.00	\$450.00
	add per foot:		
	0' to 2,000'	\$0.15	\$0.15 no change
	2,001' to 7,000'	\$0.10	\$0.10 no change
	7,001 and more	\$0.05	\$0.05 no change

Mass, Julie

From: Mike Pattison
Sent: Tuesday, March 2, 2021 11:30 AM
To: McCrary, Mike
Subject: RE: <External>FW: Phase II Fees

CAUTION : This email originated from outside of this organization. Please exercise caution with links and attachments.
Thanks Mike. That's infinitely easier to read. I'll get it out on Friday and start inventorying comments.



Mike Pattison | Senior Snohomish County Manager

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335 116th Ave. SE, Bellevue, WA 98004

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We aspire to be the most trusted and respected housing experts
in the Puget Sound region.

From: McCrary, Mike <M.McCrary@co.snohomish.wa.us>
Sent: Tuesday, March 2, 2021 10:23 AM
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Julie Mass, CPA | *Division Manager, Admin Services*
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2020—2022 FEE ALIGNMENT PROJECT

Planning & Development Services

Purpose: To propose fee adjustments that are reasonable, provide cost recovery for services rendered, and maintains acceptable service levels for the building industry.

Fiscal Solvency

PDS is a self-funded department within Snohomish County. Under state law (RCW 82.02.020), the county may collect reasonable fees to cover the cost of processing applications, reviewing plans and performing inspections. PDS's revenue and expenses are out of balance due to inflation, increased complexity of development regulations and a shift in housing type preferences. Significant investments in technology and process improvements during the past decade have not reduced expenses adequately to assure high levels of service.

Inflation and Cost of Doing Business

Periodic adjustments to fees are necessary to keep up with inflation. Some permit fees have not increased in 10-20 years, meaning expenses have risen faster than revenue. Staffing costs, which make up 75% of PDS's budget, have risen approximately 50% since 2008. Salaries have increased 38% and benefits have risen 86%.

Complexity

In the past, with large numbers of plats developed primarily with detached single family residences, PDS was able to optimize the permit process through technology creating efficiencies. However, as easily developed land has become more scarce, coupled with increased requirements for building and land use regulations (critical areas, stormwater, energy codes and public notice), there has been a corresponding increase in the amount of time and effort required to review and inspect projects due to constraints on the land and the complexity of new codes.

New Housing Types

Through code revisions, the county has authorized and encouraged new types of development to increase density in urban areas, such as site plan approvals for townhomes, cottage housing, and single family detached units on unit lot subdivisions. Historically, the PDS fee structure did not consider cost recovery on these types of developments because they were so rare.

Phase I	Phase II	Phase III	Phase IV
Building and Construction Code Fees Target Effective Date: July 2020	Minor Administrative Permits Target Effective Date: January 2021	New Fees (Uncompensated Services) Target Effective Date: June 2021	Complex Land Use Permits Target Effective Date: January 2022
<ul style="list-style-type: none">Update the Uniform Building Code permit fee table (originally adopted in 1997).Align the Building Valuation Data updates to match the semi-annual publications of the ICC consistent with other jurisdictions.Fee changes processed for consideration in Q1 2020. Proposed delayed effective date to align with state mandated I-Code adoption by July 2020.Reasonable fee alignment to affect new projects but only after Registered Basic plans are updated on the three year state schedule.Update base fees for mechanical, plumbing, and miscellaneous building fees.	<ul style="list-style-type: none">Adjust minor administrative permit fees to reflect inflation (no change in 10-20 years).Model will be used to estimate time spent and actual cost of service based on current wages and overhead rates.Update fees for standalone permits (Flood Hazard, Utility and Right of Way, Boundary Line Adjustment, Administrative Conditional Use)	<ul style="list-style-type: none">Implement new fees for permits and land use decisions/approvals for which no fee is currently charged.New types of development have been approved in county code over the years with no fees attached.Achieve some cost recovery on work PDS is currently doing for no charge to assure service levels and timeframes can be maintained and are equitable.	<ul style="list-style-type: none">Analyze more complex land use permit fees to consider equitable cost recovery and assure consistent levels of service.Analysis of multiple interrelated permit types is much more complex.Approval types may include Planned Residential Developments (PRD) Single Family Detached Units (SFDU), Conditional Use Permits (CUP), Binding Site Plans (BSP), Shoreline (SHOR), Site Plan Approvals (SPA), Land Disturbing Activity (LDA) and Subdivisions.

Planning & Development Services

Cost of Services Model

The cost of service model is a methodology developed to determine the costs of the various development and regulatory services provided by PDS to users of its services. Included in the methodology are direct, indirect and overhead costs. Certain costs incurred by PDS are excluded from the model.

Direct costs are those costs which can be identified specifically with a particular project/application and which can be directly assigned to such activities, relatively easily, and with a high degree of accuracy.

Indirect costs are those that have been incurred for common or joint purposes, and which benefit more than one cost objective or service. They cannot be readily identified with a particular final cost objective without effort disproportionate to the results achieved.

Overhead costs are the costs of resources necessary for the continued functioning of an organization, generally to maintain its existence. Overhead costs are generally incurred in support of a range of cost objectives, but cannot be uniquely attributable to an individual or service.

Excluded costs are those costs incurred for non-fee supported activities or which are specified excluded from fees by law, code or policy.



SNOHOMISH COUNTY COUNCIL
Snohomish County, Washington

ORDINANCE NO. 00- 079

AMENDING SNOHOMISH COUNTY CODE
CHAPTER 13.110
RELATING TO ROADS AND BRIDGES
REGARDING FEES AND CHARGES

WHEREAS, the county executive and county council have identified regulatory reform of land use regulations as a high priority for county government; and

WHEREAS, land use application fees were last amended in 1993 and have historically failed to cover the county's permit processing costs; and

WHEREAS, permit processing costs have grown over the last six years due to unfunded state legislative mandates, and additional staffing needs to adequately respond to increased and more complex permit activity; and

WHEREAS, county staff have reviewed land use regulations and propose fee increases to more fully recover existing service costs, and achieve self-sufficiency and financial stability for the land use division of the department of planning and development services.

THEREFORE, BE IT ORDAINED:

Section 1. Snohomish County Code Section 13.110.010, last amended by Ordinance No. 96-028 on June 12, 1996, is amended to read:

13.110.010 Fees to be charged.

The following fees shall be charged by the county:

- (1) Application Fee. Where applicable, this fee shall be charged to compensate the department for preliminary application screening, and the establishment or administration of the permit application file. Application fees shall be collected at the time of permit application, and will not be eligible for refund.
- (2) Permit Fee.
 - (a) For Type B, C and D permits, this fee shall be charged to compensate the department for the cost of field investigation, plan review and inspection for conformance to the conditions of the permit. Permit fees shall be collected at the time of permit application. Permit fees are eligible for refund to the extent they are not required to compensate for costs and expenses incurred.

- (b) For Type E permits, this fee shall be charged to fully compensate the department and other county departments for costs and expenses in excess of the application fee, incurred in the examination, report, appraisal and all proceedings pertaining to a petition or application. Permit fees shall be paid in accordance with SCC 13.80.070, SCC 13.90.070, SCC 13.95.060, SCC 13.100.070 or SCC 13.140.030 as applicable.
- (3) **Overweight/Oversize Load Fee.** Where application is for a building or other overweight or oversized move pursuant to SCC 13.40.040, the department may charge the applicant an additional fee to compensate for costs incidental to the move involved, including road maintenance crews, signal crews, and sheriff's personnel.
- (4) **Franchise Fee — Cable TV.** Cable television companies doing business within the county shall be charged five percent of their gross revenue in accordance with SCC 13.80.092, as a franchise fee. This fee can be modified by the county council at any time to reflect changes in applicable federal, state or local law or regulation. This fee is in addition to the other fees within this section.
- (5) **Repair and Replacement Charge.** If the department incurs any costs of repairing and replacing any right-of-way or county facility thereon, which has not been paid for under any other fee, the permittee shall be charged and shall pay the actual costs of repair and/or replacement incurred by the department, regardless of whether work is performed by the department or by a contractor hired by it.
- (6) **Footage Fee.** Lineal footage fees shall be charges as part of the application fee for Type E major construction and major utility construction permits as provided in SCC 13.110.020.
- (7) **Road Cut Fee.** Fees for road shoulder cuts and road asphalt/concrete cuts shall be charged as provided in SCC 13.110.020. Where applicable, this fee shall supplement the permit fee by the length and type of road cuts.
- (8) **Private Right-of-way Lease Fee.** The lessee of any county right-of-way shall be charged an annual fee reflecting the fair market value of the leased land. This fee is in addition to the other fees within this section

Section 2. Snohomish County Code Section 13.110.020, last amended by Ordinance No. 96-028 on June 12, 1996, is amended to read:

13.110.020 Fee schedule.

Transaction Type	Description	Application Fee	Permit Fee	Total
B1	Log tolerances	\$5.00	\$---	\$5.00
B2	Overweight	50.00	Costs per SCC 13.110.010	50.00 plus permit fee
B3	Oversize	50.00	Costs per SCC	50.00 plus permit

			13.110.010	fee
B4	Haul Route	50.00	Costs per SCC 13.110.010	50.00 plus permit fee
B5	Road closure	50.00	120.00	170.00
C1	Bus stops/shelters/ pads/loading zones	50.00	90.00	140.00
Transaction Type	Description	Application Fee	Permit Fee	Total
C2	Construction site structures	50.00	90.00	140.00
C3	Decorative landscaping/fences	\$50.00	\$90.00	\$140.00
C4	Recycling-waste facilities	\$50.00	\$90.00	\$140.00
C5	Newspaper sales, stands, drop boxes	\$50.00	\$90.00	\$140.00
C6	Temporary signs	\$50.00	\$90.00	\$140.00
C7	Temporary sales	\$50.090	\$90.00	\$140.00
C8	Business patrons or customers	\$50.00	\$90.00	\$140.00
C9	Tree cutting	\$50.00	\$90.00	\$140.00
D1	Driveway access/culvert/curb cut	\$25.00	\$55.00	\$80.00
D2	Subdivision driveway access	\$25.00	\$---	\$25.00
D3	Temporary trail access	\$((100.00)) 125.00	\$((320.00)) <u>420.</u> 00	\$((420.00)) <u>545.00</u>
D4	Trail access	\$((100.00)) 125.00	\$((420.00)) <u>540.</u> 00	\$((520.00)) <u>665.00</u>
D5	Major construction- Other	\$((100.00)) 125.00	\$((260.00)) <u>340.</u> 00	Varies
	Add per road front foot:	\$((.75)) <u>1.0</u> 0		
D5P	Major construction- Plat	\$((100.00)) 125.00	\$((420.00)) <u>540.</u> 00	Varies
	Add per road front foot:	\$((.75)) <u>1.0</u> 0		
D5C	Major construction commercial	\$((100.00)) 125.00	\$((420.00)) <u>540.</u> 00	Varies
	Add per road front foot:	\$((.75)) <u>1.0</u> 0		
D5S	Major construction	\$((100.00))	\$((420.00)) <u>540.</u>	Varies

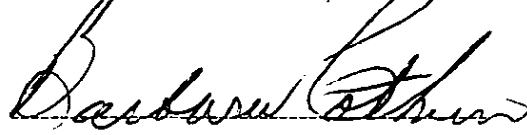
	short plat	125.00	00	
	Add per road front foot:	\$(75.00) 1.00		
D6	Minor construction-Other	\$(25.00) 35.00	\$(45.00) 60.00	\$(70.00) 95.00
D6P	Minor construction-Plat	\$(70.00) 90.00	\$(100.00) 130.00	\$(170.00) 220.00
D6C	Minor construction-Commercial	\$(70.00) 90.00	\$(100.00) 130.00	\$(170.00) 220.00
Transaction Type	Description	Application Fee	Permit Fee	Total
D6S	Minor construction-Short Plat	\$(70.00) 90.00	\$(100.00) 130.00	\$(170.00) 220.00
D7	Blanket utility construction per each construction activity	None	\$80.00	\$80.00
D8	Major utility construction: Open trench road, road shoulder cut add per foot:	\$(100.00) 130.00 \$(0.25) 0.35	\$(300.00) 390.00	Varies
	Road asphalt/concrete cut, add per foot:	\$(100.00) 130.00 \$(0.75) 1.00	\$(300.00) 390.00	Varies
	Plowed cable road add per foot:	\$(100.00) 130.00	\$(300.00) 390.00	Varies
	0"-2,000'	\$0.15	\$100.00	Varies
	2,001'-7,000'	\$0.10	\$200.00	Varies
	7,000' and more	\$0.05	\$300.00	Varies
E1	Private leases/right-of-way	\$100.00	---	\$100.00
E2	Road establishment	\$500.00	Costs per SCC 13.110.010	\$500.00 plus permit fee
E3C	Franchises-CATV	\$500.00	Costs per SCC 13.110.010	\$500.00 plus permit fee
E3U	Franchises-Utility	\$500.00	Costs per SCC 13.110.010	\$500.00 plus permit fee
E4	Road/right-of-way vacations	\$500.00	Costs per SCC 13.110.010	\$500.00 plus permit fee
E5	Latecomers cost	\$500.00	Costs per SCC	\$500.00 plus

Ordinance Amending SCC Title 13
Relating to Land Use Application Fees

	recovery		13.110.010	permit fee
E6	Road improvement district	\$500.00	Costs per SCC 13.110.010	\$500.00 plus permit fee
Note: All costs, including in excess of the above, associated with road establishments, right-of-way vacations, utility franchises, CATV franchises, road improvement district formation, or latecomers cost recovery programs will be itemized and presented as part of the associated ordinance for county council approval.				
	Add. Overweight/ Wide load charge		Actual hourly costs of county crews. labor, and equipment if required to assist the operation. a. 3-hour minimum at \$50.00 per hour	varies
	Repair and replacement charge		actual cost of work performed by the county or contractors employed by the county to repair or replace damages	varies

PASSED this 21st day of November, 2000

SNOHOMISH COUNTY COUNCIL
SNOHOMISH COUNTY, WASHINGTON


Chairperson

Ordinance Amending SCC Title 13
Relating to Land Use Application Fees

Page 5

01FeesT13

ATTEST:

Sheila McCauson
Clerk of the Council *asst.*

- APPROVED
- VETOED
- EMERGENCY

DATE _____

PUBLISHED _____

Approved as to form only:

Scott A. Schiller
Deputy Prosecuting Attorney

DATE 12/6/00

Gary Weikel
County Executive

gh

GARY WEIKEL
Deputy Executive

	Current Fee	Proposed Fee	w Merchant fee	Final Fee
Boundary Line Adjustment - 30.86.14				
2 Lots Base	\$600.00	\$900.00	\$916.20	\$920.00
each additional lot	\$78.00	\$150.00	\$152.70	\$155.00

Processing Flow	Hours	Rate		Cost
Permit Tech time- Covered in Base fees				
Preliminary Review	1	\$185.60		\$185.60
Review	2	\$185.60		\$371.20
Submittals	1.5	\$185.60		\$278.40
Decision	2	\$185.60		\$371.20
Recording	0.5	\$185.60		\$92.80
	7.00			1,299.20

	LAND DEVELOPMENT SPECIALIST	LAND DEVELOPMENT SPECIALIST LEAD	AVERAGE
Hourly Rate	184.05	188.69	185.60

	Current Fee	Proposed Fee	w/Merch t Fee	Final Fee
ACUP FEES - 30.86.220				
4054 CU Admn Permit - TD only	\$180.00	\$500.00	\$509.00	\$300.00
4054 CU Admn Permit - standard (no more AA)	\$180.00	\$2,500.00	\$2,545.00	\$2,500.00
4054 CU Admn - Minor revision	\$240.00	\$500.00	\$509.00	\$500.00
4054 CU Admn - Major revision	\$960.00	\$2,000.00	\$2,036.00	\$2,000.00
4056 Annual Temporary Use Renewal	\$48.00		\$0.00	
4054 CU Admin - Expansion of Non Conforming Use Base Fee (\$3600 Cap)	\$1,200.00	\$2,500.00	\$2,545.00	\$2,500.00
Non Conforming Per Acre	\$60.00	\$100.00	\$101.80	\$100.00
Temp. Woodwaste Recycling/Storage	\$600.00			\$750.00
Note: there is no base fee charged				

Hourly Rate

LAND DEV SPEC AVG	PERMIT TECH AVG	SR PERMIT TECH AVG	PLANNER SENIOR	ENGINEER AVG	BIO PLANNER AVG	SR FIRE INSPECTOR	ZONING SPEC
185.60	137.51	148.03	160.58	153.55	160.95	184.43	171.75

Processing Flow - Standard ACUP & Nonconforming Use	Hours	Rate	Cost
Submittals/Activity	1	137.51	137.51
Review - Planner	25	160.58	4014.44
Review - Fire	2	184.43	368.86
Review - Traffic	15	153.55	2303.25
Notice of Application	2	148.03	296.06
Decision	5	160.58	802.89
	50.00		7,923.01

Processing Flow - Temporary Dwellings	Hours	Rate	Cost
Submittals/Activity	1	137.51	137.51
Review - Zoning	2	171.75	343.50
Review - LDS	4	184.43	737.72
Review - Traffic	0	153.55	0.00
Notice of Application	1.5	185.60	278.40
Decision	2	185.60	371.20
	10.50		1,868.33

TD Renewal	0.55	137.51	75.63
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Processing Flow - Minor Revision	Hours	Rate	Cost
Submittals/Activity	0.5	137.51	68.76
Review - Planner	4	160.58	642.31
Review - Fire	0	0.00	0.00
Review - Traffic	0	0	0.00
Notice of Application	0	-	0.00
Decision	1	-	0.00
	5.50		711.07

Processing Flow - Major Revision (none found in Amanda)	Hours	Rate	Cost
Submittals/Activity	0.5	137.51	68.76
Review - Planner	8	160.58	1284.62
Review - Fire	0.5	184.43	92.22
Review - Traffic	0.5	153.55	76.78
Notice of Application	0	-	0.00
Decision	2	-	0.00
	11.50		1,522.37

Subtype:
Expansion of Nonconforming Use(2465)
Standard(6280)
Standard-TD(6299)
Temp. Woodwaste Recycling/Storage(2460)

Work:
New
Major Revision
Minor Revision
Renewal

	Current Fee	Proposed Fee	w Merchant fee	Final Fee
Flood Hazard - 30.86.300				
4060 - Flood Hazard - 30.86.300	\$300.00	\$1,000.00	\$1,018.00	\$1,050.00
4065 - Flood Hazard Determination	\$200.00	\$300.00	\$305.40	\$300.00
Variance Fees - 30.86.230				

	LAND DEVELOPMENT SPECIALIST	LAND DEVELOPMENT SPECIALIST LEAD	AVERAGE
Hourly Rate	184.05	188.69	185.60

Processing Flow	Hours	Rate	Cost
Administrative	0.5	185.60	92.80
Submittals/Activity	2	185.60	371.20
Review	2.5	185.60	464.00
Inspection	1	188.69	188.69
Permit Issuance	0.5	185.60	92.80
Cost	6.5		1,209.49

	Estimated Permits	Proposed Fees Difference	Revenue Change
Total	0		\$0.00

- Sub Type
 Accessory Building(20)
 Ag Bldg(15)
 Mobile Home(34)
 Non-Occupied Structure(6015)
 Other(1281)
 Single Family Residential(1)
 Commercial(765)

	Current Fee	Proposed Fee	w Merchant fee	Final Fee
AB 30.86.400				
Decks:				
2115 - Res Plan Check Misc (65% of Permit)	\$32.50	\$91.00	\$92.64	\$91.00
2220 - Res Permit Misc	\$50.00	\$140.00	\$142.52	\$140.00
2280 - Base Fee	\$80.00	\$150.00	\$152.70	\$150.00
2291 - Site Plan \$100 or \$50	\$50.00	\$50.00	\$50.90	\$50.00
Docks:				
2115 - Res Plan Check Misc (65% of Permit)	\$32.50	\$91.00	\$92.64	\$91.00
2220 - Res Permit Misc	\$50.00	\$140.00	\$142.52	\$140.00
2280 - Base Fee	\$80.00	\$150.00	\$152.70	\$150.00
2291 - Site Plan \$100 or \$50	\$50.00	\$50.00	\$50.90	\$50.00
Swim Pools				
2115 - Res Plan Check Misc (65% of Permit)	\$32.50	\$91.00	\$92.64	\$91.00
2220 - Res Permit Misc	\$50.00	\$140.00	\$142.52	\$140.00
2280 - Base Fee	\$80.00	\$150.00	\$152.70	\$150.00
2291 - Site Plan \$100 or \$50	\$50.00	\$50.00	\$50.90	\$50.00

	Plans Examiner	Building Inspector
Hourly Rate	167.64	138.07

Processing Flow	Hours	Rate	Cost
Deck:			
Admin: Site Review	0.5	\$167.64	\$83.82
Inspection	2	\$138.07	\$276.13
Docks:			
Admin: Site Review	0.5	\$167.64	\$83.82
Inspection	1	\$138.07	\$138.07
Swim Pools:			
Admin: Site Review	0.5	\$167.64	\$83.82
Inspection	3	\$138.07	\$414.20
Cost			

	Current Fee	Proposed Fee	w Merchant fee	Final Fee
DEMO 30.86.400				
MultiFamily				
1220 - Res Permit Misc per structure	\$50.00	\$140.00	\$142.52	\$140.00
1280 - Base Fee	\$250.00	\$300.00	\$305.40	\$300.00
Single Family				
2220 - Res Permit Misc per structure	\$50.00	\$140.00	\$142.52	\$140.00
2280 - Base Fee	\$80.00	\$150.00	\$152.70	\$150.00

	Plans Examiner	Building Inspector
Hourly Rate	167.64	138.07

Processing Flow	Hours	Rate	Cost
MultiFamily Inspection	0.8	\$138.07	\$110.45
Single Family Inspection	0.7	\$138.07	\$96.65

D Major Construction - 13.110.020 8305-Utility Blanket Activity per activity	Current Fee	Proposed Fee	Final Fee
		\$80.00	\$100.00

	Land Dev & Row Coordinator	Site Inspector
Hourly Rate	185.31	201.90

Processing Flow	Hours	Rate	Cost
Inspection	0.75	\$185.31	\$138.98
Row Inspection Approval Process D5	2.5	\$201.90	\$504.75
Row Inspection Approval Process 5C	5	\$201.90	\$1,009.50
Row Inspection Approval Process 5P	5	\$201.90	\$1,009.50
Row Inspection Approval Process 5S	5	\$201.90	\$1,009.50
Cost	18.25		\$3,028.50

	Estimated Permits	Proposed Fees Difference	Revenue Change
New	293	\$318.00	\$93,174.00
Renewal	11	\$47.50	\$522.50
Total	304		\$93,696.50

D8 Major Construction - 13.110.020	Current Fee	Proposed Fee	w Merchant Fee	Final Fee
	8300-Utility Const Appl	\$130.00	\$250.00	\$254.50
8301-Util Const Permit	\$200.00	\$390.00	\$397.02	\$400.00
8302-Utility Shldr Cut - \$.35 per Ft, 32,470 Ft Ann	\$11,364.50	\$0.40	\$0.41	\$0.40
8303-Utility Asph Cut -\$1.00 per ft	\$31,319.00	\$1.30	\$1.32	\$1.30
8304-Utility Const Plow- \$.15-\$0.05 based on length	Variable			
These permits have an LDA SWWP fee of \$375 added	\$375.00	\$375.00		
Staff is requestng a Revision fee added to Code.				
Do we need an Mjr/Minor determination? Or is it LDA rev?				
	\$43,388.50	\$1,016.70		

	Land Dev & Row Coordinator	Site Inspector
Hourly Rate	185.31	201.90

Processing Flow	Hours	Rate	Cost
Inspection	3	\$201.90	\$605.70
Row Inspection Approval Process	3	\$185.31	\$555.93
Cost	6		1161.63

	Estimated Permits	Proposed Fees Difference	Revenue Change
	D8 App & Permit	270	\$325.00
D8 LDA	270	\$0.00	\$0.00
Total	540		\$87,750.00

	Current Fee	Proposed Fee	w Merchant fee	Final Fee
ROOF 30.86.400				
MultiFamily				
1210 - Coml Plan Check Misc (85% of Permit)				
1220 - Res Permit Misc per Sq Ft of surface	\$55.00	\$100.00		
1280 - Base Fee	\$250.00	\$300.00	\$305.40	\$300.00
Non Residential				
1210 - Coml Plan Check Misc (85% of Permit)				
1220 - Res Permit Misc per Sq Ft of surface	\$55.00	\$100.00		
1280 - Base Fee	\$250.00	\$300.00	\$305.40	\$300.00
Single Family				
2115 - Res Plan Check Misc (65% of Permit)				
2220 - Res Permit Misc per Sq of surface	\$37.00	\$80.00		
2280 - Base Fee	\$80.00	\$150.00	\$152.70	\$150.00

	Plans Examiner	Building Inspector
Hourly Rate	167.64	138.07

Processing Flow	Hours	Rate	Cost
MultiFamily:			
Review		\$167.64	\$0.00
Inspection	0.4	\$138.07	\$55.23
Permit Issuance			
Non Residential:			
Review		\$167.64	\$0.00
Inspection	0.75	\$138.07	\$103.55
Permit Issuance			
Single Family:			
Review		\$167.64	\$0.00
Inspection	0.5	\$138.07	\$69.03
Permit Issuance			\$0.00
Cost			

	Current Fee	Proposed Fee	w merchant fee	Final Fee
Lot Status - 30.86.400(10)				
2710 Lot Determination	\$120.00	\$250.00	\$254.50	255
each additional parcel	\$120.00	\$250.00	\$254.50	255

Processing Flow	Hours	Rate		Cost
Review 1-4 hours	2.25	\$185.60		\$417.60

2.25

	LAND DEVELOPMENT SPECIALIST	LAND DEVELOPMENT SPECIALIST LEAD	AVERAGE
Hourly Rate	184.05	188.69	185.60

Variance - 30.86.230 4035 Variance	Current Fee	Proposed Fee	w merchant fee	Final Fee
	\$1,200.00	\$1,500.00	\$1,527.00	\$1,500.00

	PLANNER SENIOR	ENGINEER AVG	Permit Tech	SR PERMIT TECH AVG
Hourly Rate	160.58	153.55	137.51	148.03

Processing Flow	Hours	Rate		Cost
Submittal/Intake	0.5	\$137.51		\$68.75
Submittal/Review	0.5	\$148.03		\$74.02
Review-Planner	6	\$160.58		\$963.47
Review-Other	1.5	\$153.55		\$230.33
Decision	1	\$160.58		\$160.58
	9.50			\$1,497.14

	Current Fee	Proposed Fee	w Merchant fee	Final Fee
Landscape and tree plans - 30.86.145				
Plan Review Fee	\$400.00	\$626.25	\$637.52	\$640.00
Modification Review Fee	\$200.00	\$308.61	\$314.16	\$315.00
Site Inspection Fee	\$150.00	\$157.12	\$159.95	\$160.00
Reinspection Fee	\$50.00	\$157.12	\$159.95	\$160.00

Sr. Permit Tech Avg	PLANNER SENIOR	ENGINEER Avg	Site Inspector Avg
148.03	160.58	153.55	157.12

Processing Flow-Submittal	Hours	Rate	Cost
Administrative	0.5	148.03	74.02
Submittals/Activity	0.5	148.03	74.02
Reviews	2.5	160.58	401.44
Permit Issuance	0	0.00	0.00
As-builts	0.5	153.55	76.78
Cost	4		626.25

included as part of other permit issuance

inspection	1	157.12	157.12
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Processing Flow-Modification	Hours	Rate	Cost
Administrative	0.25	148.03	37.01
Submittals/Activity	0.25	148.03	37.01
Review	1	160.58	160.58
Permit Issuance/Approval	0.5	148.03	74.02
Cost	2		308.61

D1 Access-13.110.020	Current Fee	Proposed Fee	Merchant Fee	Final Fee
7505 D1 App Fee - Stand alone not issued in combo RK	\$25.00	\$90.00		95
7510 D1 Permit Fee-Stand alone not issue in combo RK	\$55.00	\$260.00		275
8170 ROW Renewal	\$27.50	\$50.00		50
7515 D2 App Fee - when developer and owner and same New APP fee code when Driveway is in a prior approved subdivision	\$25.00	\$50.00		105
New Permit fee code when Driveway is in a prior approved subdivision	\$55.00	\$100.00		

Processing Flow	Hours	Rate		Cost
Administration	0.5	\$161.80		\$80.90
Front Counter				
Preliminary Review	0.5	\$161.80		\$80.90
Inspection	1.5	\$157.12		\$235.68
Revised Site Plan				
ROW Application Inspection Process	0.5	\$161.80		\$80.90
Cost	3			\$397.48

	Land Dev & Row Coordinator	Site Inspector
Hourly Rate	161.80	157.12

	Estimated Permits	Difference	Revenue Change
New	600	\$318.00	\$190,800.00
Renewal	11	\$22.50	\$247.50
Total	611		\$191,047.50

D5 Major Construction - 13.110.020	Current	Proposed	w	Final Fee
	Fee	Fee	Merchant fee	
8114-D5 Major Const Appl	\$125.00	\$175.00	\$178.15	180
8115-D5 Major Const Permit	\$340.00	\$430.00	\$437.74	440
8116-5P Plat Maj Const App	\$125.00	\$175.00	\$178.15	180
8117-5P Plat Maj Const Pmt	\$540.00	\$700.00	\$712.60	720
8118-5C CBP Maj Const Appl	\$125.00	\$175.00	\$178.15	180
8119-5C CBP Const Permit	\$540.00	\$700.00	\$712.60	720
8120-5S S P Major Const Appl	\$125.00	\$175.00	\$178.15	180
8121-5S SP Major Const Pmt	\$540.00	\$700.00	\$712.60	720
8306-RW per lineal footage(on every permit type)	\$1.00	\$1.25	\$1.27	

	Land Dev & Row Coordinator	Site Inspector
Hourly Rate	161.80	157.12

Processing Flow	Hours	Rate	Cost
Inspection D5	3	\$157.12	\$471.37
Row Inspection Approval Process D5	1	\$161.80	\$161.80
Inspection 5C	5	\$157.12	\$785.61
Row Inspection Approval Process 5C	1	\$161.80	\$161.80
Inspection 5P	6	\$157.12	\$942.73
Row Inspection Approval Process 5P	1	\$161.80	\$161.80
Inspection 5S	5	\$157.12	\$785.61
Row Inspection Approval Process 5S	1	\$161.80	\$161.80
Cost D5	4		\$633.17
Cost 5C	6		\$947.41
Cost 5P	7		\$1,104.53
Cost 5S	6		\$947.41

	Estimated Permits	Proposed Fees Difference	Revenue Change
D5	16	\$140.00	\$2,240.00
5C	50	\$210.00	\$10,500.00
5P	36	\$210.00	\$7,560.00
5S	30	\$210.00	\$6,300.00
lineal feet	60235	0.25	\$15,058.75
Total			\$41,658.75

	Current Fee	Proposed Fee	w Merchant fee	Final Fee
D5 Major Construction - 13.110.020				
8123-6P Plat Min Const App	\$90.00	\$120.00	\$122.16	125
8124-6P Plat Minor Const Pmt	\$130.00	\$250.00	\$254.50	255
8125-6C CBP Minor Const Appl	\$90.00	\$120.00	\$122.16	125
8126-6C CBP Minor Const Pmt	\$130.00	\$250.00	\$254.50	255
8127-6S S.P. Minor Const Appl	\$90.00	\$120.00	\$122.16	125
8128-6S S.P. Minor Const Pmt	\$130.00	\$250.00	\$254.50	255
8129-D6 Minor Const App Fee	\$30.00	\$120.00	\$122.16	125
8122-D6 Minor Const Permit Fee	\$60.00	\$150.00	\$152.70	155
8306-RW per lineal footage(on every permit type)	\$1.00	\$1.25	\$1.27	

	Land Dev & Row Coordinator	Site Inspector
Hourly Rate	161.80	157.12

Processing Flow	Hours	Rate	Cost
Inspection D6	2	\$157.12	\$314.24
Row Inspection Approval Process D6	0.75	\$161.80	\$121.35
Inspection 6C	2.7	\$157.12	\$424.23
Row Inspection Approval Process 6C	0.75	\$161.80	\$121.35
Inspection 6P	2.4	\$157.12	\$377.09
Row Inspection Approval Process 6P	0.75	\$161.80	\$121.35
Inspection 6S	3	\$157.12	\$471.37
Row Inspection Approval Process 6S	0.75	\$161.80	\$121.35
Cost	13.1		\$1,091.16

	Estimated Permits	Proposed Fees Difference	Revenue Change
D6	37	\$180.00	\$6,660.00
6C	10	\$150.00	\$1,500.00
6P	3	\$150.00	
6S	5	\$150.00	
Variable	716	0.25	179
Total	771		\$8,339.00

PDS Phase II Fee Proposal * Note: Fee was in effect prior to UDC code adoption in 2002. Last update was in 1990s.

Fees Last Amended (Ord. Number and Date)	SCC Citation	Permit Type	Current Fee	Proposed Fee	Notes	Cost of Service
Ord. 02-064, eff 2/1/2003 *	30.86.140	Boundary Line adjustment fees				
		APPLICATION FEE	\$600.00	\$920.00		\$1,300.00
		Additional per lot over 2 lots	\$78.00	\$155.00		
Ord. 08-101, eff 4/21/2009	30.86.145	Landscape and tree plan review and inspection fee				
		Plan review fee	\$400.00	\$640.00		
		Modification review fee	\$200.00	\$315.00		
		Site inspection fee	\$150.00	\$160.00		
		Reinspection fee	\$50.00	\$160.00		
Ord. 07-108, eff 7/1/2008	30.86.220	Administrative conditional use permits				
		PRE-APPLICATION CONFERENCE FEE	\$480.00	\$480.00	no change-leave alone	
		ACU PERMIT	\$180.00	\$2,500.00	Will no longer include AA which was moved to RK. Standard only, new fee for TD	\$8,000.00
		TEMPORARY DWELLING	n/a	\$300.00	currently fee is \$180 ACU permit	\$1,800.00
		ACU FOR EXPANSION OF A NONCONFORMING USE				
		Base Fee	\$1,200.00	\$2,500.00		\$8,000.00
		Plus \$ per acre	\$60.00	\$100.00		
		Total maximum fee for expansion of a nonconforming use	\$3,600.00	\$6,000.00		\$8,000.00
		MINOR REVISION REQUEST	\$240.00	\$500.00		\$700.00
		MAJOR REVISION REQUEST	\$960.00	\$1,500.00		\$1,500.00
		TEMPORARY WOODWASTE RECYCLING PERMIT	\$600.00	\$0.00	Removed from fee code due to code changes	
		TEMPORARY WOODWASTE STORAGE PERMIT	\$600.00	\$0.00	Removed from fee code due to code changes	
		ANNUAL RENEWAL FEE FOR ANY TEMPORARY USE	\$48.00	\$75.00		
		Ord 07-108, eff 7/1/2008	30.86.230	Variance Fees		
PRE-APPLICATION CONFERENCE FEE	\$480.00			\$480.00	no change-leave alone	
STANDARD VARIANCE	\$1,200.00			\$1,500.00		
SFR SINGLE REVISION TO DIMENSIONAL REQUIREMENT	\$600.00			\$600.00	no change-leave alone	
MINOR REVISION	\$312.00			\$0.00	strike from code	
MAJOR REVISION	\$1,248.00			\$0.00	strike from code	
Ord. 02-064, eff 2/1/2003 *	30.86.300	Special Flood Hazard areas permit fees				
		FLOOD HAZARD AREA PERMIT	\$300.00	\$1,050.00		\$1,200.00
		FLOOD HAZARD AREA VARIANCE	See Table in 30.86.230	See Table in 30.86.230		
		PRE-APPLICATION CONFERENCE FEE	\$400.00	\$480.00	To make consistent with other pre-app conf fees	
		FLOOD HAZARD AREA DETERMINATION	\$200.00	\$300.00		
Ord. 02-064, eff 2/1/2003 *	30.86.400(5)	Base Permit Fees				

		COMMERCIAL	\$250.00	\$350.00	
		RESIDENTIAL	\$80.00	\$150.00	
		COMMERCIAL MECHANICAL (amend language on table)	\$125.00	\$250.00	
Ord. 02-064, eff 2/1/2003 *	30.86.400(8)	Certificates of Occupancy/Change of Use Fees			
		CERTIFICATE OF OCCUPANCY Home Occupation in detached accessory structures	\$100.00	\$140.00	
		Temporary or final, when applicant requests phased issuance for each structure or structures	\$100.00	\$140.00	
		COMMERCIAL BUILDING CHANGE OF USE OR OCCUPANCY			We issue TI permits instead so these are nonexistent
		Under 10,000 square feet	\$250.00	\$0.00	strike from code
		Over 10,000 square feet	\$500.00	\$0.00	strike from code
Ord. 02-064, eff 2/1/2003 *	30.86.400(9)	Special Inspections and Investigation Fees			
		BUILDING AND MOBILE HOME PRE-MOVE INSPECTIONS			
		Snohomish County inspection	\$60/hour - 2 hour min \$120 plus County's standard mileage	\$140/hour - 2 hour min	
		Outside Snohomish County...	rate/mile	\$140 plus County's standard mileage rate/mile	
		INSPECTIONS OUTSIDE NORMAL COUNTY BUSINESS HOURS	\$60/hour - 2 hour min	\$140/hour - 2 hour min	
		INSPECTIONS FOR WHICH NO FEE IS OTHERWISE INDICATED	\$60/hour - 2 hour min	\$140/hour - 2 hour min	
		REINSPECTION FEE	\$60.00	\$140.00	
		INVESTIGATION PENALTY	100% of permit fee	100% of permit fee	no change
Ord. 02-064, eff 2/1/2003 *	30.86.400(10)	Miscellaneous Review and Permit Fees			
		PRE-APPLICATION SITE REVIEW	\$250.00	\$320.00	Cost of 2 hours Site Inspector
		ACCESSORY BUILDING LESS THAN 1,000	50% of site review fee	50% of site review fee	leave in but look at later
		BUILDING ADDITIONS	50% of site review fee	50% of site review fee	leave in but look at later
		COMPLETION PERMIT	\$50.00	\$140.00	
		CONDOMINIUM CONVERSION PERMIT (per unit)	\$50.00	\$140.00	
		DECK PERMIT	\$50.00	\$140.00	
		DEMOLITION PERMIT	\$50.00	\$140.00	
		DOCK PERMIT	\$50.00	\$140.00	
		FIREPLACE PERMIT	\$50.00	\$140.00	
		SWIMMING POOL PERMIT	\$50.00	\$140.00	
		TEMPORARY BUILDING PERMIT	\$50.00	\$140.00	
		TITLE ELIMINATION	\$30.00	\$50.00	
			\$120 per tax parcel researched. No fee if submitted with a subdivision or building permit application		
		LOT STATUS DETERMINATION		\$255.00	Change to "per lot" instead of "per tax parcel" up to \$418

		PRE-APPLICATION DESIGN REVIEW	\$2,500.00	\$0.00	strike from code (never defined)
		ROOFING PERMIT			
		11 to 25 squares	\$37.00	n/a	remove separation
		More than 25 squares	\$55.00	n/a	remove separation
		11 or more squares		\$140.00	
		SITE REVIEW FOR NEW BUILDINGS OR ADDITIONS	\$100.00	\$320.00	Cost of 2 hours Site Inspector
		SUCCESSIVE CONSTRUCTION SET-UP FEE	\$200.00	\$200.00	no change
Ord. 02-064, eff 2/1/2003 *	30.86.410	Mechanical Permit Fees			Add note that for stand alone permits on commercial projects (not new construction), we will use BVD table in 30.86.400(7)
Ord. 02-064, eff 2/1/2003 *	30.86.420	Plumbing Permit Fees			Add note that for stand alone permits on commercial projects (not new construction), we will use BVD table in 30.86.400(7)
Ord. 02-064, eff 2/1/2003 *	30.86.450	Sign Fees			
		WALL SIGN	\$50.00	\$250.00	total cost incl. plan review and base fee= \$746.00
		POLE, MONUMENT OR ROOF SIGN	\$100.00	\$350.00	total cost incl. plan review and base fee= \$746-\$958
		BILLBOARD	\$150.00	\$850.00	total cost incl. plan review and base fee= \$2,025.00
Ord. 08-122, eff 1/1/2009	30.86.600	Permit decision appeal fees			
		TYPE 1-NON-SHORELINE	\$500.00	\$1,500.00	
		TYPE 2	\$500.00	\$500.00	
Ord. 00-079, eff 12/16/2000	13.110.020				
	D1	Driveway - Standalone			
		Application	\$25.00	\$90.00	
		Permit	\$55.00	\$260.00	
	D1 NEW TYPE	Driveway in prior approved plat/subdivision			New type to keep fees lower for approved subdivisions due to lesser amount of work
		Application	n/a	\$50.00	
		Permit	n/a	\$100.00	
	D2	Driveway - Subdivision Driveway access			When builder and developer are same - rarely happens
		Application	\$25.00	\$50.00	
		Permit	\$0.00	\$100.00	
	D3	Temporary Trail Access			
		Application	\$125.00	\$150.00	
		Permit	\$420.00	\$480.00	
	D4	Trail Access			
		Application	\$125.00	\$150.00	
		Permit	\$540.00	\$600.00	
	D5	Major Construction-Other			
		Application	\$125.00	\$175.00	
		Permit	\$340.00	\$430.00	
		Add per road front foot:	\$1.00	\$1.30	
	D5P	Major Construction-Plat			
		Application	\$125.00	\$175.00	
		Permit	\$540.00	\$700.00	

	Add per road front foot:	\$1.00	\$1.30
D5C	Major Construction-commercial		
	Application	\$125.00	\$175.00
	Permit	\$540.00	\$700.00
	Add per road front foot:	\$1.00	\$1.30
D5S	Major Construction-short plat		
	Application	\$125.00	\$175.00
	Permit	\$540.00	\$700.00
	Add per road front foot:	\$1.00	\$1.30
D6	Minor Construction-Other		
	Application	\$35.00	\$120.00
	Permit	\$60.00	\$150.00
D6P	Minor Construction-Plat		
	Application	\$90.00	\$120.00
	Permit	\$130.00	\$250.00
D6C	Minor Construction-Commercial		
	Application	\$90.00	\$120.00
	Permit	\$130.00	\$250.00
D6S	Minor Construction-Short Plat		
	Application	\$90.00	\$120.00
	Permit	\$130.00	\$250.00
D7	Blanket Utility construction per each construction activity	\$80.00	\$100.00
D8	Major utility construction		
	Application	\$130.00	\$250.00
	Permit	\$390.00	\$450.00
	Open trench road, road shoulder cut add per foot:	\$0.35	\$0.40 8302-Utility Shldr Cut - \$.35 per Ft, 32,470 Ft Ann
	Open trench road, asphalt/concrete cut add per foot:	\$1.00	\$1.30 8303-Utility Asph Cut -\$1.00 per ft
	Plowed cable road		
	Application	\$130.00	\$250.00
	Permit	\$390.00	\$450.00
	add per foot:		
	0' to 2,000'	\$0.15	\$0.15 no change
	2,001' to 7,000'	\$0.10	\$0.10 no change
	7,001 and more	\$0.05	\$0.05 no change

1 Adopted: _____, 2021
2 Effective: _____, 2021
3

4
5 SNOHOMISH COUNTY COUNCIL
6 SNOHOMISH COUNTY, WASHINGTON
7

8 ORDINANCE NO. 21-____
9

10 RELATING TO DEVELOPMENT PERMIT FEES; AMENDING CHAPTER 13.110 SCC and
11 CHAPTER 30.86 SCC
12

13 WHEREAS, the Snohomish County Council (“County Council”) and the Snohomish
14 County Executive have identified regulation of development to ensure safe and quality
15 construction as a high priority and have delegated the responsibility for administering the
16 State Building Code, chapter 19.27 RCW, to the Snohomish County Department of
17 Planning and Development Services (PDS); and
18

19 WHEREAS, under RCW 82.02.020, the county may collect reasonable fees from an
20 applicant to cover the cost to the county of processing applications, inspecting, and
21 reviewing plans, or preparing detailed statements required by chapter 43.21C RCW; and
22

23 WHEREAS, chapter 30.86 SCC establishes fees required to be paid by an applicant
24 to cover county costs of administering the Unified Development Code (title 30) SCC; and
25

26 WHEREAS, chapter 13.110 SCC establishes fees for Type D permits, which relate
27 to construction activities associated with land development which will disturb or impact the
28 roadway and other related features; and
29

30 WHEREAS, PDS administers Type D permits and permits issued under title 30
31 SCC; and
32

33 WHEREAS, PDS’s costs of processing permits are higher than current and
34 projected revenue, and PDS is facing a budget deficit in its permitting division of \$3.6
35 million in 2021 which will deplete PDS’s fund balance; and
36

37 WHEREAS, periodic adjustments to fees are necessary to maintain financial self-
38 sufficiency in providing permitting services and keep pace with inflation, to align the fees
39 charged to applicants with the type and level of services provided, and to provide for
40 improved cost recovery, fee equity, and predictability; and
41

42 WHEREAS, as part of a multi-phase project to examine and analyze permitting and
43 land use fees, PDS has identified certain permit fees in titles 13 and 30 SCC, identified in
44 this ordinance, which have not been adjusted for several years and for which the cost of

Ordinance No. 21-____
RELATING TO DEVELOPMENT PERMIT FEES;
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1 processing is significantly greater than the fee charged;

2
3 WHEREAS, on _____, 2021, the County Council held a public hearing after
4 proper notice, heard public testimony related to the proposed code amendments, and
5 considered the entire record; and

6
7 WHEREAS, following the public hearings, the County Council deliberated on the
8 proposed code amendments.

9
10 NOW, THEREFORE, BE IT ORDAINED:

11
12 Section 1. The foregoing recitals are incorporated herein as findings of fact and
13 conclusions as if set forth in full.

14
15 Section 2. The County Council adopts the following additional findings in support of
16 this ordinance:

17
18 A. This ordinance will amend title 13 SCC by amending the fees for Type D permits in
19 SCC 13.110.010.

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

22
23 1. Amend SCC 30.86.140 to amend the fees relating to boundary line adjustments.

24
25 2. Amend SCC 30.86.145 to amend the fees relating to landscape and tree plan
26 review and inspection fees.

27
28 3. Amend SCC 30.86.220 to: 1) amend the fees relating to administrative
29 conditional use permits; 2) split out the fees for temporary dwelling permits to
30 distinguish between two different types of administrative conditional use permits;
31 3) eliminate fees for temporary woodwaste recycling and temporary woodwaste
32 storage permits because these permits were removed in previous code
33 amendments; and 4) remove a reference note about administrative conditional
34 use permits for playing fields on designated recreational lands because these
35 special permits are no longer in county code.

36
37 4. Amend SCC 30.86.230 to: 1) amend the fees relating to standard variances; 2)
38 eliminate the fees for minor and major variance revisions because these permit
39 types are no longer issued; and 3) make a housekeeping amendment to add a
40 hyphen to a word.

41
42 5. Amend SCC 30.86.300 to: 1) amend the fees relating to special flood hazard
43 areas permits; 2) eliminate fees for flood hazard permits for playing fields on

1 designated recreational land because these permits are no longer in county
2 code; and 3) eliminate an empty reference note heading.

- 3
- 4 6. Amend SCC 30.86.400 to: 1) amend the base permit fees for commercial and
5 residential permit applications in subsection (5); 2) eliminate the reference to
6 commercial review fees for playing fields on designated recreational land in
7 subsections (4) and (5) because these special permits are no longer in county
8 code; 3) eliminate plan review fees for playing fields on designated recreational
9 land in subsection (6) because these special permits are no longer in county
10 code; 4) amend the fees for certificates of occupancy in subsection (8); 5)
11 eliminate fees for commercial building change of use or occupancy, amending
12 the header accordingly, and eliminating the related reference note in subsection
13 (8) because this permit type is no longer issued; 6) amend the fees relating to
14 special inspections and investigative fees in subsection (9); 7) amend the
15 miscellaneous review and permit fees in subsection (10); and 8) eliminate pre-
16 application design review and completion permits in subsection (10) because
17 these permit types are no longer issued.
18
- 19 7. Amend SCC 30.86.410 to clarify that standalone commercial mechanical permits
20 (not related to new building construction) fall under the permit fee table in SCC
21 30.86.400(7) based on valuation.
22
- 23 8. Amend SCC 30.86.420 to clarify that standalone commercial plumbing permits
24 (not related to new building construction) fall under the permit fee table in SCC
25 30.86.400(7) based on valuation.
26
- 27 9. Amend SCC 30.86.450 to amend the fees relating to signs and to clarify that
28 billboard sign fees apply to both digital and non-digital billboards.
29
- 30 10. Amend SCC 30.86.600 to amend permit decision appeal fees for Type 1 non-
31 shoreline permits and make housekeeping amendments to the reference note
32 text.
33

34 C. The code amendments in this ordinance will become effective on November 1, 2021.

35
36 D. Stakeholder feedback was solicited during the development of the proposed fee
37 changes. On March 1, 2021, proposed fee amendments were sent to the
38 representative for the Developers Builders Issues Committee which did outreach to
39 committee members on the proposed fees and solicited member comment.
40

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

- 43 1. Amendments to chapter 30.86 SCC are necessary to establish fees to

1 implement the State Building Code, keep up with inflation, and to better recoup
2 the permitting expenses of PDS. Housekeeping amendments are also
3 necessary to correct inconsistencies and remove from the permit fee tables
4 references to permits that were eliminated by previous code amendments.
5

- 6 2. Amendments to chapter 13.110 SCC for Type D access permit fees, last
7 updated on November 21, 2000, are necessary because the current permit fees
8 do not provide for cost recovery based on inflation and an analysis of the
9 amount of time it takes to process these permits.
- 10
11 3. County policy is to use permit fees to cover only the direct and indirect costs of
12 permitting as allowed by state law, and to reasonably and consistently allocate
13 PDS overhead costs among all programs, regardless of the type of revenue
14 source supporting them.
- 15
16 4. In 2008, PDS developed a cost of services model to estimate the cost of
17 providing permitting services at the present level of service and the fees
18 necessary to recover permitting costs.
- 19
20 5. The PDS cost of services model, which provides the analytical framework used
21 to recover permitting costs, was updated in 2017 with the adoption of fees
22 related to fire systems, and has again been updated based on PDS's 2021
23 budget. The PDS cost of services model was used to update the fees in the
24 code amendments in this ordinance.
- 25
26 6. The PDS cost of services model consists of four main costs: labor expenses
27 (salary and benefits); direct (non-labor) expenses; department overhead/indirect
28 management costs; and county-wide overhead related to development review
29 and permits.
- 30
31 7. In 2020, PDS performed an analysis to estimate the time it takes staff to perform
32 the related permit functions and applied the average labor rates for those
33 positions.
- 34
35 8. Proposed updates to the fees are reasonable and will reimburse the County for
36 the staff time required to process permit applications.

37
38 Section 3. The County Council makes the following conclusions:

- 39
40 A. The proposed fees set forth in this ordinance are calculated in accordance with RCW
41 82.02.020 and provide for improved cost recovery, equity, and fee predictability and
42 simplicity.

- 1 B. The proposed amendments are consistent with Washington state law, chapter 19.27
 2 RCW, and the SCC.
 3
- 4 C. The County Council concludes that this ordinance is related solely to government
 5 procedures, not the Growth Management Act (chapter 36.70A RCW), and therefore
 6 does not adopt development regulations under SCC 30.10.080. Therefore, notice to
 7 the Washington State Department of Commerce of intent to adopt is not required
 8 pursuant to RCW 36.70A.106 and Snohomish County Planning Commission review is
 9 not required pursuant to SCC 30.73.040(2)(c).
 10
- 11 D. Pursuant to SCC 30.61.020 and WAC 197-11-800(19), the proposed amendments in
 12 this ordinance are categorically exempt from review under the State Environmental
 13 Policy Act (SEPA) as being related solely to government procedures containing no
 14 substantive standards respecting use or modification of the environment.
 15
- 16 E. The regulations proposed by this ordinance do not result in an unconstitutional taking
 17 of private property for public purpose. The Washington State Attorney General last
 18 issued an advisory memorandum, as required by RCW 36.70A.370, in September
 19 2018, entitled “Advisory Memorandum: Avoiding Unconstitutional Takings of Private
 20 Property” to help local governments avoid the unconstitutional taking of private
 21 property. The process outlined in the State Attorney General’s 2018 advisory
 22 memorandum was used by Snohomish County in objectively evaluating the regulatory
 23 changes proposed by this ordinance.
 24
- 25 F. The proposed amendments are in the best interest of the county and promote the
 26 general public health, safety, and welfare.
 27

28 Section 4. The County Council bases its findings and conclusions on the entire
 29 record of the County Council, including all testimony and exhibits. Any finding, which
 30 should be deemed a conclusion, and any conclusion which should be deemed a finding, is
 31 hereby adopted as such.
 32

33 Section 5. Snohomish County Code Section 13.110.020, last amended by
 34 Ordinance No. 19-015 on May 22, 2019, is amended to read:
 35

36 **13.110.020 Fee schedule.**

Permit Type	Description	Application Fee ⁽¹⁾	Permit Fee ⁽¹⁾	Total ⁽¹⁾
A	Parade/run			

	Application filed more than 60 days prior to the event:	\$75.00	\$90.00	\$165.00
	Application filed between 30 to 59 days prior to the event:	\$125.00	\$90.00	\$215.00
	Application filed less than 30 days prior to the event:	\$160.00	\$90.00	\$250.00
B1	Log tolerances	\$5.00	--	\$5.00
B2	Overweight	\$50.00	Costs per SCC 13.110.010	\$50.00 plus permit fee
	Add an overweight/oversize d load charge as required when county staff are required to assist the permittee	Actual hourly costs of labor, required for the department to determine the extent of county staff needed to assist the permittee, with a 3-hour minimum charge at \$50.00 per hour		Actual hourly costs of labor, and equipment if required, for county staff to assist the permittee, with a 3-hour minimum charge at \$50.00 per hour
B3	Oversize	\$50.00	Costs per SCC 13.110.010	\$50.00 plus permit fee
	Add an overweight/oversize d load charge as required when county staff are required to assist the permittee	Actual hourly costs of labor, required for the department to determine the extent of county staff needed to assist the permittee, with a 3-hour minimum		Actual hourly costs of labor, and equipment if required, for county staff to assist the permittee, with a 3-hour minimum charge at \$50.00 per hour

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		charge at \$50.00 per hour		
B4	Haul route	\$50.00	Costs per SCC 13.110.010	\$50.00 plus permit fee
B5	Road closure	\$50.00	\$120.00	\$170.00
C1	Bus stops/shelters/pads loading zones	\$50.00	\$90.00	\$140.00
C2	Construction site structures	\$50.00	\$90.00	\$140.00
C3	Landscaping/fences /gates/other special uses	\$50.00	\$90.00	\$140.00
C4	Recycling-- Structures	\$50.00	\$90.00	\$140.00
C5	Newspaper stands or drop boxes	\$50.00	\$90.00	\$140.00
C6	Temporary signs	\$50.00	\$90.00	\$140.00
C7	Temporary sales	\$50.00	\$90.00	\$140.00
C8	Business patrons or customers	\$50.00	\$90.00	\$140.00
C9	Tree trimming/removal/replacement	\$50.00	\$90.00	\$140.00
C10	Nonfranchised or single user utility purveyor	\$50.00	\$90.00	\$140.00
D1	Driveway access/culvert/curb cut	(\$25.00) \$90.00	(\$55.00) \$260.00	(\$80.00) \$350.00
	Driveway access/culvert/curb	\$50.00	\$100.00	\$150.00

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	<u>cut included in prior approved plat or subdivision</u>			
D2	Subdivision driveway access	(((\$25.00)) <u>\$50.00</u>	(((-)) <u>\$100.00</u>	(((\$25.00)) <u>\$150.00</u>
D3	Temporary trail access	(((\$125.00)) <u>\$150.00</u>	(((\$420.00)) <u>\$480.00</u>	(((\$545.00)) <u>\$630.00</u>
D4	Trail access	(((\$125.00)) <u>\$150.00</u>	(((\$540.00)) <u>\$600.00</u>	(((\$665.00)) <u>\$750.00</u>
D5	Major construction-- Other:	(((\$125.00)) <u>\$175.00</u>	(((\$340.00)) <u>\$430.00</u>	varies
	Add per road front foot:	(((\$1.00)) <u>\$1.30</u> per foot		
D5P	Major construction-- Plat	(((\$125.00)) <u>\$175.00</u>	(((\$540.00)) <u>\$700.00</u>	varies
	Add per road front foot:	(((\$1.00)) <u>\$1.30</u> per foot		
D5C	Major construction-- Commercial	(((\$125.00)) <u>\$175.00</u>	(((\$540.00)) <u>\$700.00</u>	varies
	Add per road front foot:	(((\$1.00)) <u>\$1.30</u> per foot		
D5S	Major construction-- Short plat	(((\$125.00)) <u>\$175.00</u>	(((\$540.00)) <u>\$700.00</u>	varies
	Add per road front foot:	(((\$1.00)) <u>\$1.30</u> per foot		
D6	Minor construction-- Other	(((\$35.00)) <u>\$120.00</u>	(((\$60.00)) <u>\$150.00</u>	(((\$90.00)) <u>\$270.00</u>
D6P	Minor construction-- Plat	(((\$90.00)) <u>\$120.00</u>	(((\$130.00)) <u>\$250.00</u>	(((\$220.00)) <u>\$370.00</u>
D6C	Minor construction-- Commercial	(((\$90.00)) <u>\$120.00</u>	(((\$130.00)) <u>\$250.00</u>	(((\$220.00)) <u>\$370.00</u>
D6S	Minor construction-- Short plat	(((\$90.00)) <u>\$120.00</u>	(((\$130.00)) <u>\$250.00</u>	(((\$220.00)) <u>\$370.00</u>

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D7	Blanket utility construction per each construction activity	None	(((\$80.00))\$100.00	(((\$80.00))\$100.00
D8	Major utility construction:	(((\$130.00))\$250.00	(((\$390.00))\$450.00	varies
	Open trench in road: Add per foot if road shoulder cut or	(((\$0.35))\$.40		
	Add per foot if road asphalt/concrete cut:	(((\$1.00))\$1.30 per foot	(((\$390.00))\$450.00	varies
	Plowed cable road:	(((\$130.00))\$250.00	(((\$390.00))\$450.00	varies
	Add per foot:			
	0' to 2,000'	\$0.15 per foot		
	2,001' to 7,000'	\$0.10 per foot		
	7,001' and more	\$0.05 per foot		
E1	Private leases/right-of-way	\$100.00	--	\$100.00
E2	Road establishment	\$500.00	Costs per SCC 13.110.010	\$500.00 plus permit fee
E3C	Franchises--CATV	\$500.00	Costs per SCC 13.110.010	\$500.00 plus permit fee
E3U	Franchises--Utility	\$500.00	Costs per SCC 13.110.010	\$500.00 plus permit fee
E4	Road/right-of-way vacations	\$500.00 per petitioner	Costs per SCC 13.110.010	\$500.00 per petitioner plus permit fee
E5	Latecomers cost recovery	\$500.00	Costs per SCC 13.110.010	\$500.00 plus permit fee
E6	Road improvement district	\$500.00	Costs per SCC 13.110.010	\$500.00 plus permit fee

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1 **Note:** All costs, including in excess of the above, associated with road establishments,
2 right-of-way vacations, utility franchises, CATV franchises, road improvement district
3 formation, or latecomers cost recovery programs will be itemized and presented as part of
4 the associated ordinance for county council approval.

5 **(1)** Pursuant to SCC 30.86.030, a technology surcharge of three percent of each Type D
6 fee transaction is required in addition to the fees listed in SCC 13.110.020.

7
8 Section 6. Snohomish County Code Section 30.86.140, last amended by Amended
9 Ordinance No. 12-018 on May 2, 2012, is amended to read:

10 **30.86.140 Boundary line adjustment fees.**

APPLICATION FEE	(\$600) <u>\$920</u> plus (\$78) <u>\$155</u> per lot for each lot over 2 lots
------------------------	--

11
12 Section 7. Snohomish County Code Section 30.86.145, last amended by Amended
13 Ordinance No. 08-101 on January 21, 2009, is amended to read:
14

15 **30.86.145 Landscape and tree plan review and inspection fee.**

16 (1) A plan review fee in the amount of ~~(\$400)~~\$640 shall be submitted to the department
17 for any landscape plan, tree plan, or combination landscape and tree plan at the time of
18 application for any permit or approval requiring a landscaping or tree plan.

19 (2) A landscape modification review fee of ~~(\$200)~~\$315 shall be paid to the department
20 at the time of application for a landscape modification.

21 (3) A landscape site inspection fee of ~~(\$150)~~\$160 shall be paid to the department at or
22 before permit issuance. An additional fee of ~~(\$50)~~\$160 shall be paid prior to any re-
23 inspection of required site landscaping.

24 Section 8. Snohomish County Code Section 30.86.220, last amended by Amended
25 Ordinance No. 16-004 on March 16, 2016, is amended to read:

1 **30.86.220 Administrative conditional use permit fees.**

2 **Table 30.86.220 Administrative Conditional Use Permit (ACU) Fees^{((††))}**

PRE-APPLICATION CONFERENCE FEE	\$480
ADMINISTRATIVE CONDITIONAL USE (ACU) PERMIT, Except: ACU for Expansion of a nonconforming use as provided below	(\$180) \$2,500
ACU FOR EXPANSION OF A NONCONFORMING USE	
Base fee	(\$1,200) \$2,500
Plus \$ per acre	(\$60) \$100
Total maximum fee for expansion of a nonconforming use	(\$3,600) \$6,000
TEMPORARY DWELLING	\$300
MINOR REVISION REQUEST	(\$240) \$500
MAJOR REVISION REQUEST	(\$960) \$1,500
(TEMPORARY WOODWASTE RECYCLING PERMIT)	(\$600)
(TEMPORARY WOODWASTE STORAGE PERMIT)	(\$600)
ANNUAL RENEWAL FEE FOR ANY TEMPORARY USE	(\$48) \$75
(Reference note:)	
((1) Administrative conditional use permit fees for playing fields on designated recreational land in accordance with SCC 30.28.076 shall be set at \$0.00-))	

3
4 Section 9. Snohomish County Code Section 30.86.230, last amended by Amended
5 Ordinance No. 16-004 on March 16, 2016, is amended to read:
6

7 **30.86.230 Variance fees.**

8 **Table 30.86.230 Variance Fees**

((PRE APPLICATION)) PRE-APPLICATION CONFERENCE FEE	\$480
STANDARD VARIANCE	(\$1,200) \$1,500

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SINGLE FAMILY RESIDENCE REQUEST FOR A SINGLE REVISION TO A DIMENSIONAL REQUIREMENT	\$600
((MINOR REVISION REQUEST))	(((\$312))
((MAJOR REVISION REQUEST))	(((\$1,248))

Section 10. Snohomish County Code Section 30.86.300, last amended by Ordinance No. 15-005 on March 18, 2015, is amended to read:

30.86.300 Special flood hazard areas permit fees.

Table 30.86.300 Special Flood Hazard Area Permit Fees

FLOOD HAZARD AREA PERMIT	(((\$300)) <u>\$1,050</u>
FLOOD HAZARD AREA VARIANCE	See Table 30.86.230
PRE-APPLICATION CONFERENCE FEE	(((\$400)) <u>\$480</u>
((FLOOD HAZARD AREA PERMIT FOR PLAYING FIELDS ON DESIGNATED RECREATIONAL LAND IN ACCORDANCE WITH SCC 30.28.076))	(((\$0))
FLOOD HAZARD AREA DETERMINATION	(((\$200)) <u>\$300</u>
((Reference note:))	

Section 11. Snohomish County Code Section 30.86.400, last amended by Ordinance No. 20-039 on September 9, 2020, is amended to read:

30.86.400 Construction Code fees.

(1) *Occupancies defined.* Fees established in this section shall be assessed based on whether an occupancy type is commercial or residential. SCC Table 30.86.400(3) defines the occupancy groups in these two occupancy types.

(2) *Outstanding fees.* Any outstanding fees or portions of fees shall be added to the required fee(s) of any future plan review or permit prior to application acceptance or permit issuance. Any fee shall not relieve the applicant from a duty to obtain permits for moving buildings upon roads and/or highways from the appropriate authorities. The permit fee for construction of a new foundation, enlargement, or remodeling of the move-in building shall

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1 be in addition to the pre-move fee. The fee for any factory built structure as approved by
 2 the Washington State Department of Labor and Industries is specified in SCC 30.86.440
 3 under mobile homes.

4 (3) *Commercial and residential occupancies defined.*

5 **Table 30.86.400(3) Commercial And Residential Occupancies Defined**

OCCUPANCY TYPES	OCCUPANCY GROUPS
COMMERCIAL	A, I, R, E, H, F, M, S, B, and U
RESIDENTIAL	R-3, U

6 (4) *Commercial pre-application review⁽¹⁾.*

7 **Table 30.86.400(4) Commercial Pre-Application Review**

REVIEW FEE ⁽²⁾	\$400
SITE REVIEW (at applicant's request)	\$100
ADDED SERVICES REQUEST	\$60/hour
((REVIEW FEE FOR PLAYING FIELDS ON DESIGNATED RECREATIONAL LAND IN ACCORDANCE WITH SCC 30.28.076))	(((\$0/hour))
Reference notes: (1) Prior to making application for a commercial building permit, an applicant may request pre-application review to learn about submittal requirements. The department will provide a written outline of requirements, and may include identification of site-specific issues when known, depending on the detail and scope of the submitted materials. (2) Includes a conference with only a senior planner in attendance, and does not include review of detailed construction plans and specifications.	

8 (5) *Base permit fees⁽¹⁾.*

9 **Table 30.86.400(5) Base Permit Fees**

COMMERCIAL	(((\$250)) <u>\$350</u>
COMMERCIAL PLUMBING	(((\$125)) <u>\$250</u>

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COMMERCIAL MECHANICAL	(((\$125)) \$250
COMMERCIAL MECHANICAL AND PLUMBING (not in conjunction with a commercial building permit)	(((\$125)) \$250
((MECHANICAL, PLUMBING, OR MECHANICAL, AND PLUMBING))	(((\$80))
RESIDENTIAL	(((\$80)) \$150
RESIDENTIAL MECHANICAL, PLUMBING, OR MECHANICAL AND PLUMBING	\$150
((COMMERCIAL REVIEW FEE FOR PLAYING FIELDS ON DESIGNATED RECREATIONAL LAND IN ACCORDANCE WITH SCC 30.28.076))	(((\$0))
Reference notes: (1) Base fees shall compensate the department for preliminary application screening and the establishment and administration of the permit application file.	

1 (6) *Plan review fees*⁽¹⁾.

2 **Table 30.86.400(6) Plan Review Fees**

PLAN, DRAWING, OR DOCUMENT BEING REVIEWED		
•	R-3 and U Occupancies for residential purposes	65% of building permit fee
•	A, I, R-1, R-2, R-4, E, H, F, M, S, U and B Occupancies	85% of building permit fee
EXCEPTIONS		
Successive construction (2) (3)		
•	Structures regulated by the IRC	20% of building permit fee
•	R-2 structures	45% of building permit fee
The plan review fee shall be supplemented for A, I, R-1, R-2, R-4, E, H, F, M, S, U and B Occupancies as follows:		

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•	Commercial permit application for 1 or more buildings or additions requiring site review	\$640
•	Commercial permit application for 1 or more buildings or additions with a previously approved official site plan	\$500
•	Tenant improvements not requiring site plan review	\$100
ADDITIONAL REVIEW (4)		\$200 or 25% of the plan review fee, whichever is less.
((PLAN REVIEW FEE FOR PLAYING FIELDS ON DESIGNATED RECREATIONAL LAND IN ACCORDANCE WITH SCC 30.28.076))		(((\$0))
APPLICATION EXTENSION		The fee for the permit application extension includes a percentage of the original plan review fee equal to the percentage of work completed plus a \$400 administration fee.
<p>Reference notes:</p> <p>(1) Plan review fees shall compensate the department for the plan review necessary to determine compliance with the adopted construction codes and other county regulations.</p> <p>(2) A plan review fee for successive construction will be assessed where more than one building or structure is proposed to be constructed in accordance with a single basic plan for the following classifications of buildings and structures:</p> <p>(a) Group R occupancies.</p> <p>(b) Garages, carports, storage buildings, agricultural buildings, and similar structures for private use.</p> <p>(3) Procedures for approval of basic plans for successive construction shall be established by the director.</p> <p>(4) This fee is charged whenever an applicant re-submits documents failing to make county-required corrections noted on "markup" plans, drawings, or such other documents</p>		

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during plan review; or whenever as a result of changes, additions, or revisions to previously approved plans, drawings or such other documents, a subsequent plan review is required.

1 (7) *Building permit fees*⁽¹⁾.

2 **Table 30.86.400(7) Building Permit Fees**

TOTAL BUILDING/STRUCTURAL VALUATION ⁽²⁾	PERMIT FEE ⁽³⁾⁽⁴⁾
\$1-\$500	\$45.00
\$501-\$2,000	\$45.00 for the first \$500 plus \$3.70 for each additional \$100 or fraction thereof, including \$2,000
\$2,001-\$25,000	\$100.50 for the first \$2,000 plus \$17.50 for each additional \$1,000 or fraction thereof, including \$25,000
\$25,001-\$50,000	\$503.00 for the first \$25,000 plus \$10.50 for each additional \$1,000 or fraction thereof, including \$50,000
\$50,001-\$100,000	\$765.50 for the first \$50,000 plus \$9.75 for each additional \$1,000 or fraction thereof, including \$100,000
\$100,001-\$500,000	\$1,253.00 for the first \$100,000 plus \$7.00 for each additional \$1,000 or fraction thereof, including \$500,000
\$500,001-\$1,000,000	\$4,053.00 for the first \$500,000 plus \$6.50 for each additional \$1,000 or fraction thereof, including \$1,000,000
\$1,000,001-\$5,000,000	\$7,453.00 for the first \$1,000,000 plus \$4.30 for each additional \$1,000 or fraction thereof.
Over \$5,000,000	\$24,503.00 for the first \$5,000,000 plus \$4.00 for each additional \$1,000 or fraction thereof.
PERMIT EXTENSION	The fee for the permit extension includes a percentage of the original permit fee equal to the percentage of work to be completed.
Reference notes:	

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(1) Permit fees shall compensate the department for inspections necessary to determine compliance with the adopted construction codes, other county regulations, and the approved plan. The fee table shall be applied separately to each building within a project and used for the calculation of all plan review and permit fees, except those for which a separate permit fee is required to be paid in accordance with this title.

(2) The department shall use the building valuation multipliers provided in the most current building valuation data (BVD) published by the International Code Council.

(3) Permit fees for playing fields on designated recreational land in accordance with SCC 30.28.076 shall be set at \$0.00, regardless of valuation. All buildings on the site shall be permitted on one permit.

(4) For new construction of Group R-3 occupancies, a fee of 11 percent of the building permit fee shall apply for mechanical and plumbing inspections. (See SCC 30.86.410 and 30.86.420)

1 (8) *Certificates of occupancy(~~(/changes of use)~~) fees.*

2 **Table 30.86.400(8) Certificates of Occupancy(~~(/Change of Use)~~) Fees**

CERTIFICATE OF OCCUPANCY	
Home occupation in detached accessory structures	(((\$100)) \$140
Temporary or final, when applicant requests phased issuance for each structure or structures	(((\$100)) \$140
((COMMERCIAL BUILDING CHANGE OF USE OR OCCUPANCY (1)))	
((Under 10,000 square feet))	(((\$250))
((Over 10,000 square feet))	(((\$500))
((Reference note:	
((1) This fee shall be deducted from the permit fee if a permit is required.))	

3 (9) *Special inspections and investigation fees.*

4 **Table 30.86.400(9) Special Inspections and Investigation Fees**

BUILDING AND MOBILE HOME PRE-MOVE INSPECTIONS	
Snohomish County inspection	(((\$60)) \$140/hour - 2 hour min

Outside Snohomish County inspection for move to Snohomish County	(\$120) \$140/hour plus County's standard mileage rate/mile
INSPECTIONS OUTSIDE NORMAL COUNTY BUSINESS HOURS	(\$60) \$140/hour - 2 hour min
INSPECTIONS FOR WHICH NO FEE IS OTHERWISE INDICATED	(\$60) \$140/hour - 2 hour min
REINSPECTION FEE ⁽¹⁾	(\$60) \$140
INVESTIGATION PENALTY ⁽²⁾	100% of permit fee
Reference notes:	
(1) A fee assessed for work requiring an inspection or re-inspection when said work is not complete at the last inspection or re-inspection. No further inspection or re-inspection of the work will be performed until the required fees have been paid.	
(2) A penalty charged for work requiring a permit, which is commenced without first obtaining said permit. This penalty shall be collected regardless of whether a permit is subsequently issued or not.	

1 (10) *Miscellaneous review and permit fees*⁽¹⁾.

2 **Table 30.86.400(10) Miscellaneous Review and Permit Fees**

PRE-APPLICATION SITE REVIEW (\$200 to be applied towards site review/permit fees at time of application)	(\$250) \$320
ACCESSORY BUILDINGS LESS THAN 1,000 SQUARE FEET	50% of site review fee
BUILDING ADDITIONS	50% of site review fee
((COMPLETION PERMIT))	(\$50)
CONDOMINIUM CONVERSION PERMIT (per unit)	(\$50) \$140
DECK PERMIT	(\$50) \$140
DEMOLITION PERMIT	(\$50) \$140
DOCK PERMIT	(\$50) \$140
FIREPLACE PERMIT	(\$50) \$140
SWIMMING POOL PERMIT	(\$50) \$140

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TEMPORARY BUILDING PERMIT	(\$50) \$140
TITLE ELIMINATION	(\$30) \$50
LOT STATUS DETERMINATION	(\$120) \$255 per (tax parcel) lot requested (researched) . No fee if submitted <u>concurrently</u> with a (subdivision) <u>land use or building permit application.</u>
((PRE-APPLICATION DESIGN REVIEW))	(\$2,500)
ROOFING PERMIT	\$140
((11 to 25 squares))	(\$37)
((More than 25 squares))	(\$55)
SITE REVIEW FOR NEW BUILDINGS OR ADDITIONS²	(\$100) \$320
((2))	
SUCCESSIVE CONSTRUCTION SET-UP FEE	\$200
Reference notes:	
(1) These fees are charged in addition to building/structural plan and permit fees.	
(2) If permits are sought for more than one lot within the same subdivision and the subdivision has been recorded within the previous year, and all the permit applications are submitted at the same time, the first lot's site review fee shall be for the full amount and the site review fee for each of the other lots shall be one-half the full fee amount.	

1
2 Section 12. Snohomish County Code Section 30.86.410, last amended by
3 Amended Ordinance No. 08-122 on Nov 10, 2008, is amended to read:
4

5 **30.86.410 Mechanical permit fees.**

6 **Table 30.86.410 Mechanical Permit Fees**

<u>COMMERCIAL MECHANICAL PERMITS NOT ASSOCIATED WITH NEW BUILDING CONSTRUCTION</u>	<u>For mechanical permits on commercial projects not related to new building construction, the fee table in</u>
--	---

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	<u>SCC 30.86.400(7) applies based on the valuation.</u>
MECHANICAL INSPECTION FEES FOR CONSTRUCTION OF NEW GROUP R- 3 OCCUPANCIES (ONE-AND TWO-FAMILY RESIDENTIAL).	For new construction of Group R-3 occupancies, 11 percent of the building permit fee shall apply for mechanical and plumbing inspections.
<u>The per-fixture fees below apply to: (1) standalone mechanical permits related to Group R-3 occupancies, and (2) mechanical permits associated with new commercial building construction.</u>	
GAS-PIPING SYSTEM	\$5 per outlet
VENTILATION FAN OR SYSTEM - installed, which is not a portion of any heating or air conditioning system authorized by permit	\$5
AIR-HANDLING UNIT - install, and including ducts attached thereto	\$15 each
APPLIANCE VENT TO THE OUTSIDE - install or relocate, and not included in an appliance permit	\$15
BOILER, COMPRESSOR, OR ABSORPTION SYSTEM - install or relocate ⁽¹⁾	\$15
DOMESTIC OR INDUSTRIAL-TYPE INCINERATOR - install or relocate	\$15
FLOOR FURNACE - install or relocate, including exhaust vent, suspended heater, recessed wall heater, or floor-mounted unit heater	\$15
FURNACE OR BURNER - forced air or gravity-type: install or relocate, including ducts and vents attached	\$15
HOOD - install, which is served by mechanical exhaust, including the ducts for such hood	\$15
INSTALLED APPLIANCE, or PIECE OF EQUIPMENT	

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Regulated by this code, but not classed in other appliance categories, or for which no other fee is listed in this code	\$15
SOLID FUEL BURNING APPLIANCE - install, relocate, replace	\$25 each
TANK - above-ground, underground, or LPG in a residential application ⁽²⁾	
125-250 gallon capacity	\$25 each
over 250 gallon capacity	\$50 each
Reference notes:	
(1) This fee shall not apply to an air-handling unit, which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler, or absorption unit for which a permit is required elsewhere in this code.	
(2) No permit is required for tanks with less than a 125-gallon capacity.	

1
2 Section 13. Snohomish County Code Section 30.86.420, last amended by
3 Amended Ordinance No. 08-122 on Nov 10, 2008, is amended to read:

4 **30.86.420 Plumbing permit fees.**

5 **Table 30.86.420 Plumbing Fees**

<u>COMMERCIAL PLUMBING PERMITS NOT ASSOCIATED WITH NEW BUILDING CONSTRUCTION</u>	<u>For plumbing permits on commercial projects not related to new building construction, the fee table in SCC 30.86.400(7) applies based on the valuation.</u>
PLUMBING INSPECTION FEES FOR THE CONSTRUCTION OF NEW GROUP R-3 OCCUPANCIES (ONE-AND TWO-FAMILY RESIDENTIAL).	For new construction of Group R-3 occupancies, 11 percent of the building permit fee shall apply for mechanical and plumbing inspections.

The per-fixture fees below apply to: (1) standalone plumbing permits related to Group R-3 occupancies, and (2) plumbing permits associated with new commercial building construction.		
FOR FACTORY-BUILT MODULAR STRUCTURES (the fee will be assessed for each fixture built into the structure by the manufacturer)		\$3.50
FOR EACH:		
>	Backflow protective devices,	\$7
>	Industrial waste pre-treatment interceptor, including its trap and vent,	\$7
>	Installation, alteration, or repair of water piping,	\$7
>	Plumbing fixture,	\$7
>	Rainwater systems-per drain (inside building) repair or alteration of drainage or vent piping,	\$7
>	Set of fixtures on one trap, (including water, drainage, piping)	\$7
>	Trap,	\$7
>	Water heater or vent,	\$7
>	Water treating equipment.	\$7
FOR EACH BUILDING SEWER AND EACH TRAILER PARK SEWER		\$15

1
2 Section 14. Snohomish County Code Section 30.86.450, last amended by
3 Amended Ordinance No. 12-018 on May 2, 2012, is amended to read:

4 **30.86.450 Sign fees.**

5 **Table 30.86.450 Sign Fees⁽¹⁾⁽²⁾**

WALL SIGN	(\$50) \$250
POLE, MONUMENT OR ROOF SIGN	(\$100) \$350

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BILLBOARD (DIGITAL AND NON-DIGITAL)	(\$150) \$850
Reference notes:	
(1) A permit is not required for signs four square feet or less in area.	
(2) A SEPA threshold determination may be required.	

1
2 Section 15. Snohomish County Code Section 30.86.600, last amended by
3 Amended Ordinance No. 08-122 on November 10, 2008, is amended to read:

4 **30.86.600 Permit decision appeal fees.**

5 **Table 30.86.600 Appeal Fees**

PERMIT TYPE	APPEAL FEE
TYPE 1-NON-SHORELINE ⁽¹⁾	(\$500) \$1,500
TYPE 2 ⁽¹⁾	\$500

Reference note:
(1) This filing fee shall not be charged to a department of the county(~~(; provided that the)~~).
The filing fee shall be refunded in any case where an appeal is dismissed in whole without hearing pursuant to SCC 30.71.060 or 30.72.075.

6
7 Section 16. Effective date.
8
9 This ordinance shall take effect November 1, 2021.

10
11 Section 17. Severability and Savings. If any section, sentence, clause or phrase of
12 this ordinance shall be held to be invalid or unconstitutional by a court of competent
13 jurisdiction, such invalidity or unconstitutionality shall not affect the validity or
14 constitutionality of any other section, sentence, clause or phrase of this ordinance.
15 Provided, however, that if any section, sentence, clause or phrase of this ordinance is held
16 to be invalid by the court of competent jurisdiction, then the section, sentence, clause or
17 phrase in effect prior to the effective date of this ordinance shall be in full force and effect
18 for that individual section, sentence, clause or phrase as if this ordinance had never been
19 adopted.

20
21
22 PASSED THIS ____ day of _____, 2021.

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SNOHOMISH COUNTY COUNCIL
Snohomish County, Washington

Chairperson

ATTEST:

Clerk of the Council

- APPROVED
- EMERGENCY
- VETOED

Date: _____, 2021

ATTEST:

County Executive

Approved as to form only:

Deputy Prosecuting Attorney

1 Adopted: _____, 2021
2 Effective: _____, 2021
3

4
5 SNOHOMISH COUNTY COUNCIL
6 SNOHOMISH COUNTY, WASHINGTON
7

8 ORDINANCE NO. 21-____
9

10 RELATING TO DEVELOPMENT PERMIT FEES; AMENDING CHAPTER 13.110 SCC and
11 CHAPTER 30.86 SCC
12

13 WHEREAS, the Snohomish County Council (“County Council”) and the Snohomish
14 County Executive have identified regulation of development to ensure safe and quality
15 construction as a high priority and have delegated the responsibility for administering the
16 State Building Code, chapter 19.27 RCW, to the Snohomish County Department of
17 Planning and Development Services (PDS); and
18

19 WHEREAS, under RCW 82.02.020, the county may collect reasonable fees from an
20 applicant to cover the cost to the county of processing applications, inspecting, and
21 reviewing plans, or preparing detailed statements required by chapter 43.21C RCW; and
22

23 WHEREAS, chapter 30.86 SCC establishes fees required to be paid by an applicant
24 to cover county costs of administering the Unified Development Code (title 30) SCC; and
25

26 WHEREAS, chapter 13.110 SCC establishes fees for Type D permits, which relate
27 to construction activities associated with land development which will disturb or impact the
28 roadway and other related features; and
29

30 WHEREAS, PDS administers Type D permits and permits issued under title 30
31 SCC; and
32

33 WHEREAS, PDS’s costs of processing permits are higher than current and
34 projected revenue, and PDS is facing a budget deficit in its permitting division of \$3.6
35 million in 2021 which will deplete PDS’s fund balance; and
36

37 WHEREAS, periodic adjustments to fees are necessary to maintain financial self-
38 sufficiency in providing permitting services and keep pace with inflation, to align the fees
39 charged to applicants with the type and level of services provided, and to provide for
40 improved cost recovery, fee equity, and predictability; and
41

42 WHEREAS, as part of a multi-phase project to examine and analyze permitting and
43 land use fees, PDS has identified certain permit fees in titles 13 and 30 SCC, identified in
44 this ordinance, which have not been adjusted for several years and for which the cost of

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1 processing is significantly greater than the fee charged;

2
3 WHEREAS, on _____, 2021, the County Council held a public hearing after
4 proper notice, heard public testimony related to the proposed code amendments, and
5 considered the entire record; and

6
7 WHEREAS, following the public hearings, the County Council deliberated on the
8 proposed code amendments.

9
10 NOW, THEREFORE, BE IT ORDAINED:

11
12 Section 1. The foregoing recitals are incorporated herein as findings of fact and
13 conclusions as if set forth in full.

14
15 Section 2. The County Council adopts the following additional findings in support of
16 this ordinance:

17
18 A. This ordinance will amend title 13 SCC by amending the fees for Type D permits in
19 SCC 13.110.010.

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

22
23 1. Amend SCC 30.86.140 to amend the fees relating to boundary line adjustments.

24
25 2. Amend SCC 30.86.145 to amend the fees relating to landscape and tree plan
26 review and inspection fees.

27
28 3. Amend SCC 30.86.220 to: 1) amend the fees relating to administrative
29 conditional use permits; 2) split out the fees for temporary dwelling permits to
30 distinguish between two different types of administrative conditional use permits;
31 3) eliminate fees for temporary woodwaste recycling and temporary woodwaste
32 storage permits because these permits were removed in previous code
33 amendments; and 4) remove a reference note about administrative conditional
34 use permits for playing fields on designated recreational lands because these
35 special permits are no longer in county code.

36
37 4. Amend SCC 30.86.230 to: 1) amend the fees relating to standard variances; 2)
38 eliminate the fees for minor and major variance revisions because these permit
39 types are no longer issued; and 3) make a housekeeping amendment to add a
40 hyphen to a word.

41
42 5. Amend SCC 30.86.300 to: 1) amend the fees relating to special flood hazard
43 areas permits; 2) eliminate fees for flood hazard permits for playing fields on

1 designated recreational land because these permits are no longer in county
2 code; and 3) eliminate an empty reference note heading.

- 3
- 4 6. Amend SCC 30.86.400 to: 1) amend the base permit fees for commercial and
5 residential permit applications in subsection (5); 2) eliminate the reference to
6 commercial review fees for playing fields on designated recreational land in
7 subsections (4) and (5) because these special permits are no longer in county
8 code; 3) eliminate plan review fees for playing fields on designated recreational
9 land in subsection (6) because these special permits are no longer in county
10 code; 4) amend the fees for certificates of occupancy in subsection (8); 5)
11 eliminate fees for commercial building change of use or occupancy, amending
12 the header accordingly, and eliminating the related reference note in subsection
13 (8) because this permit type is no longer issued; 6) amend the fees relating to
14 special inspections and investigative fees in subsection (9); 7) amend the
15 miscellaneous review and permit fees in subsection (10); and 8) eliminate pre-
16 application design review and completion permits in subsection (10) because
17 these permit types are no longer issued.
18
- 19 7. Amend SCC 30.86.410 to clarify that standalone commercial mechanical permits
20 (not related to new building construction) fall under the permit fee table in SCC
21 30.86.400(7) based on valuation.
22
- 23 8. Amend SCC 30.86.420 to clarify that standalone commercial plumbing permits
24 (not related to new building construction) fall under the permit fee table in SCC
25 30.86.400(7) based on valuation.
26
- 27 9. Amend SCC 30.86.450 to amend the fees relating to signs and to clarify that
28 billboard sign fees apply to both digital and non-digital billboards.
29
- 30 10. Amend SCC 30.86.600 to amend permit decision appeal fees for Type 1 non-
31 shoreline permits and make housekeeping amendments to the reference note
32 text.
33

34 C. The code amendments in this ordinance will become effective on November 1, 2021.

35
36 D. Stakeholder feedback was solicited during the development of the proposed fee
37 changes. On March 1, 2021, proposed fee amendments were sent to the
38 representative for the Developers Builders Issues Committee which did outreach to
39 committee members on the proposed fees and solicited member comment.
40

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

- 43 1. Amendments to chapter 30.86 SCC are necessary to establish fees to

1 implement the State Building Code, keep up with inflation, and to better recoup
2 the permitting expenses of PDS. Housekeeping amendments are also
3 necessary to correct inconsistencies and remove from the permit fee tables
4 references to permits that were eliminated by previous code amendments.
5

- 6 2. Amendments to chapter 13.110 SCC for Type D access permit fees, last
7 updated on November 21, 2000, are necessary because the current permit fees
8 do not provide for cost recovery based on inflation and an analysis of the
9 amount of time it takes to process these permits.
10
- 11 3. County policy is to use permit fees to cover only the direct and indirect costs of
12 permitting as allowed by state law, and to reasonably and consistently allocate
13 PDS overhead costs among all programs, regardless of the type of revenue
14 source supporting them.
15
- 16 4. In 2008, PDS developed a cost of services model to estimate the cost of
17 providing permitting services at the present level of service and the fees
18 necessary to recover permitting costs.
19
- 20 5. The PDS cost of services model, which provides the analytical framework used
21 to recover permitting costs, was updated in 2017 with the adoption of fees
22 related to fire systems, and has again been updated based on PDS's 2021
23 budget. The PDS cost of services model was used to update the fees in the
24 code amendments in this ordinance.
25
- 26 6. The PDS cost of services model consists of four main costs: labor expenses
27 (salary and benefits); direct (non-labor) expenses; department overhead/indirect
28 management costs; and county-wide overhead related to development review
29 and permits.
30
- 31 7. In 2020, PDS performed an analysis to estimate the time it takes staff to perform
32 the related permit functions and applied the average labor rates for those
33 positions.
34
- 35 8. Proposed updates to the fees are reasonable and will reimburse the County for
36 the staff time required to process permit applications.
37

38 Section 3. The County Council makes the following conclusions:
39

- 40 A. The proposed fees set forth in this ordinance are calculated in accordance with RCW
41 82.02.020 and provide for improved cost recovery, equity, and fee predictability and
42 simplicity.
43

1 B. The proposed amendments are consistent with Washington state law, chapter 19.27
2 RCW, and the SCC.

3
4 C. The County Council concludes that this ordinance is related solely to government
5 procedures, not the Growth Management Act (chapter 36.70A RCW), and therefore
6 does not adopt development regulations under SCC 30.10.080. Therefore, notice to
7 the Washington State Department of Commerce of intent to adopt is not required
8 pursuant to RCW 36.70A.106 and Snohomish County Planning Commission review is
9 not required pursuant to SCC 30.73.040(2)(c).

10
11 D. Pursuant to SCC 30.61.020 and WAC 197-11-800(19), the proposed amendments in
12 this ordinance are categorically exempt from review under the State Environmental
13 Policy Act (SEPA) as being related solely to government procedures containing no
14 substantive standards respecting use or modification of the environment.

15
16 E. The regulations proposed by this ordinance do not result in an unconstitutional taking
17 of private property for public purpose. The Washington State Attorney General last
18 issued an advisory memorandum, as required by RCW 36.70A.370, in September
19 2018, entitled "Advisory Memorandum: Avoiding Unconstitutional Takings of Private
20 Property" to help local governments avoid the unconstitutional taking of private
21 property. The process outlined in the State Attorney General's 2018 advisory
22 memorandum was used by Snohomish County in objectively evaluating the regulatory
23 changes proposed by this ordinance.

24
25 F. The proposed amendments are in the best interest of the county and promote the
26 general public health, safety, and welfare.

27
28 Section 4. The County Council bases its findings and conclusions on the entire
29 record of the County Council, including all testimony and exhibits. Any finding, which
30 should be deemed a conclusion, and any conclusion which should be deemed a finding, is
31 hereby adopted as such.

32
33 Section 5. Snohomish County Code Section 13.110.020, last amended by
34 Ordinance No. 19-015 on May 22, 2019, is amended to read:
35

36 **13.110.020 Fee schedule.**

Permit Type	Description	Application Fee ⁽¹⁾	Permit Fee ⁽¹⁾	Total ⁽¹⁾
A	Parade/run			

	Application filed more than 60 days prior to the event:	\$75.00	\$90.00	\$165.00
	Application filed between 30 to 59 days prior to the event:	\$125.00	\$90.00	\$215.00
	Application filed less than 30 days prior to the event:	\$160.00	\$90.00	\$250.00
B1	Log tolerances	\$5.00	--	\$5.00
B2	Overweight	\$50.00	Costs per SCC 13.110.010	\$50.00 plus permit fee
	Add an overweight/oversize d load charge as required when county staff are required to assist the permittee	Actual hourly costs of labor, required for the department to determine the extent of county staff needed to assist the permittee, with a 3-hour minimum charge at \$50.00 per hour		Actual hourly costs of labor, and equipment if required, for county staff to assist the permittee, with a 3-hour minimum charge at \$50.00 per hour
B3	Oversize	\$50.00	Costs per SCC 13.110.010	\$50.00 plus permit fee
	Add an overweight/oversize d load charge as required when county staff are required to assist the permittee	Actual hourly costs of labor, required for the department to determine the extent of county staff needed to assist the permittee, with a 3-hour minimum		Actual hourly costs of labor, and equipment if required, for county staff to assist the permittee, with a 3-hour minimum charge at \$50.00 per hour

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		charge at \$50.00 per hour		
B4	Haul route	\$50.00	Costs per SCC 13.110.010	\$50.00 plus permit fee
B5	Road closure	\$50.00	\$120.00	\$170.00
C1	Bus stops/shelters/pads loading zones	\$50.00	\$90.00	\$140.00
C2	Construction site structures	\$50.00	\$90.00	\$140.00
C3	Landscaping/fences /gates/other special uses	\$50.00	\$90.00	\$140.00
C4	Recycling-- Structures	\$50.00	\$90.00	\$140.00
C5	Newspaper stands or drop boxes	\$50.00	\$90.00	\$140.00
C6	Temporary signs	\$50.00	\$90.00	\$140.00
C7	Temporary sales	\$50.00	\$90.00	\$140.00
C8	Business patrons or customers	\$50.00	\$90.00	\$140.00
C9	Tree trimming/removal/replacement	\$50.00	\$90.00	\$140.00
C10	Nonfranchised or single user utility purveyor	\$50.00	\$90.00	\$140.00
D1	Driveway access/culvert/curb cut	(\$25.00) <u>\$90.00</u>	(\$55.00) <u>\$260.00</u>	(\$80.00) <u>\$350.00</u>
	<u>Driveway access/culvert/curb</u>	<u>\$50.00</u>	<u>\$100.00</u>	<u>\$150.00</u>

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	<u>cut included in prior approved plat or subdivision</u>			
D2	Subdivision driveway access	(((\$25.00)) <u>\$50.00</u>	((--)) <u>\$100.00</u>	(((\$25.00)) <u>\$150.00</u>
D3	Temporary trail access	(((\$125.00)) <u>\$150.00</u>	(((\$420.00)) <u>\$480.00</u>	(((\$545.00)) <u>\$630.00</u>
D4	Trail access	(((\$125.00)) <u>\$150.00</u>	(((\$540.00)) <u>\$600.00</u>	(((\$665.00)) <u>\$750.00</u>
D5	Major construction-- Other:	(((\$125.00)) <u>\$175.00</u>	(((\$340.00)) <u>\$430.00</u>	varies
	Add per road front foot:	(((\$1.00)) <u>\$1.30</u> per foot		
D5P	Major construction-- Plat	(((\$125.00)) <u>\$175.00</u>	(((\$540.00)) <u>\$700.00</u>	varies
	Add per road front foot:	(((\$1.00)) <u>\$1.30</u> per foot		
D5C	Major construction-- Commercial	(((\$125.00)) <u>\$175.00</u>	(((\$540.00)) <u>\$700.00</u>	varies
	Add per road front foot:	(((\$1.00)) <u>\$1.30</u> per foot		
D5S	Major construction-- Short plat	(((\$125.00)) <u>\$175.00</u>	(((\$540.00)) <u>\$700.00</u>	varies
	Add per road front foot:	(((\$1.00)) <u>\$1.30</u> per foot		
D6	Minor construction-- Other	(((\$35.00)) <u>\$120.00</u>	(((\$60.00)) <u>\$150.00</u>	(((\$90.00)) <u>\$270.00</u>
D6P	Minor construction-- Plat	(((\$90.00)) <u>\$120.00</u>	(((\$130.00)) <u>\$250.00</u>	(((\$220.00)) <u>\$370.00</u>
D6C	Minor construction-- Commercial	(((\$90.00)) <u>\$120.00</u>	(((\$130.00)) <u>\$250.00</u>	(((\$220.00)) <u>\$370.00</u>
D6S	Minor construction-- Short plat	(((\$90.00)) <u>\$120.00</u>	(((\$130.00)) <u>\$250.00</u>	(((\$220.00)) <u>\$370.00</u>

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D7	Blanket utility construction per each construction activity	None	(\$80.00) <u>\$100.00</u>	(\$80.00) <u>\$100.00</u>
D8	Major utility construction:	(\$130.00) <u>\$250.00</u>	(\$390.00) <u>\$450.00</u>	varies
	Open trench in road: Add per foot if road shoulder cut or	(\$0.35) <u>\$0.40</u>		
	Add per foot if road asphalt/concrete cut:	(\$1.00) <u>\$1.30</u> per foot	(\$390.00) <u>\$450.00</u>	varies
	Plowed cable road:	(\$130.00) <u>\$250.00</u>	(\$390.00) <u>\$450.00</u>	varies
	Add per foot:			
	0' to 2,000'	\$0.15 per foot		
	2,001' to 7,000'	\$0.10 per foot		
	7,001' and more	\$0.05 per foot		
E1	Private leases/right-of-way	\$100.00	--	\$100.00
E2	Road establishment	\$500.00	Costs per SCC 13.110.010	\$500.00 plus permit fee
E3C	Franchises--CATV	\$500.00	Costs per SCC 13.110.010	\$500.00 plus permit fee
E3U	Franchises--Utility	\$500.00	Costs per SCC 13.110.010	\$500.00 plus permit fee
E4	Road/right-of-way vacations	\$500.00 per petitioner	Costs per SCC 13.110.010	\$500.00 per petitioner plus permit fee
E5	Latecomers cost recovery	\$500.00	Costs per SCC 13.110.010	\$500.00 plus permit fee
E6	Road improvement district	\$500.00	Costs per SCC 13.110.010	\$500.00 plus permit fee

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1 **Note:** All costs, including in excess of the above, associated with road establishments,
2 right-of-way vacations, utility franchises, CATV franchises, road improvement district
3 formation, or latecomers cost recovery programs will be itemized and presented as part of
4 the associated ordinance for county council approval.

5 **(1)** Pursuant to SCC 30.86.030, a technology surcharge of three percent of each Type D
6 fee transaction is required in addition to the fees listed in SCC 13.110.020.

7
8 Section 6. Snohomish County Code Section 30.86.140, last amended by Amended
9 Ordinance No. 12-018 on May 2, 2012, is amended to read:

10 **30.86.140 Boundary line adjustment fees.**

APPLICATION FEE	(\$600) <u>\$920</u> plus (\$78) <u>\$155</u> per lot for each lot over 2 lots
------------------------	--

11
12 Section 7. Snohomish County Code Section 30.86.145, last amended by Amended
13 Ordinance No. 08-101 on January 21, 2009, is amended to read:

14
15 **30.86.145 Landscape and tree plan review and inspection fee.**

16 (1) A plan review fee in the amount of ~~(\$400)~~\$640 shall be submitted to the department
17 for any landscape plan, tree plan, or combination landscape and tree plan at the time of
18 application for any permit or approval requiring a landscaping or tree plan.

19 (2) A landscape modification review fee of ~~(\$200)~~\$315 shall be paid to the department
20 at the time of application for a landscape modification.

21 (3) A landscape site inspection fee of ~~(\$150)~~\$160 shall be paid to the department at or
22 before permit issuance. An additional fee of ~~(\$50)~~\$160 shall be paid prior to any re-
23 inspection of required site landscaping.

24 Section 8. Snohomish County Code Section 30.86.220, last amended by Amended
25 Ordinance No. 16-004 on March 16, 2016, is amended to read:

1 **30.86.220 Administrative conditional use permit fees.**

2 **Table 30.86.220 Administrative Conditional Use Permit (ACU) Fees^{((†))}**

PRE-APPLICATION CONFERENCE FEE	\$480
ADMINISTRATIVE CONDITIONAL USE (ACU) PERMIT, Except: ACU for Expansion of a nonconforming use as provided below	(\$180) \$2,500
ACU FOR EXPANSION OF A NONCONFORMING USE	
Base fee	(\$1,200) \$2,500
Plus \$ per acre	(\$60) \$100
Total maximum fee for expansion of a nonconforming use	(\$3,600) \$6,000
TEMPORARY DWELLING	\$300
MINOR REVISION REQUEST	(\$240) \$500
MAJOR REVISION REQUEST	(\$960) \$1,500
(TEMPORARY WOODWASTE RECYCLING PERMIT)	(\$600)
(TEMPORARY WOODWASTE STORAGE PERMIT)	(\$600)
ANNUAL RENEWAL FEE FOR ANY TEMPORARY USE	(\$48) \$75
(Reference note:)	
((1) Administrative conditional use permit fees for playing fields on designated recreational land in accordance with SCC 30.28.076 shall be set at \$0.00.)	

3
4 Section 9. Snohomish County Code Section 30.86.230, last amended by Amended
5 Ordinance No. 16-004 on March 16, 2016, is amended to read:
6

7 **30.86.230 Variance fees.**

8 **Table 30.86.230 Variance Fees**

(PRE APPLICATION) PRE-APPLICATION CONFERENCE FEE	\$480
STANDARD VARIANCE	(\$1,200) \$1,500

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SINGLE FAMILY RESIDENCE REQUEST FOR A SINGLE REVISION TO A DIMENSIONAL REQUIREMENT	\$600
((MINOR REVISION REQUEST))	(((\$312))
((MAJOR REVISION REQUEST))	(((\$1,248))

Section 10. Snohomish County Code Section 30.86.300, last amended by Ordinance No. 15-005 on March 18, 2015, is amended to read:

30.86.300 Special flood hazard areas permit fees.

Table 30.86.300 Special Flood Hazard Area Permit Fees

FLOOD HAZARD AREA PERMIT	(((\$300)) <u>\$1,050</u>
FLOOD HAZARD AREA VARIANCE	See Table 30.86.230
PRE-APPLICATION CONFERENCE FEE	(((\$400)) <u>\$480</u>
((FLOOD HAZARD AREA PERMIT FOR PLAYING FIELDS ON DESIGNATED RECREATIONAL LAND IN ACCORDANCE WITH SCC 30.28.076))	(((\$0))
FLOOD HAZARD AREA DETERMINATION	(((\$200)) <u>\$300</u>
((Reference note:))	

Section 11. Snohomish County Code Section 30.86.400, last amended by Ordinance No. 20-039 on September 9, 2020, is amended to read:

30.86.400 Construction Code fees.

(1) *Occupancies defined.* Fees established in this section shall be assessed based on whether an occupancy type is commercial or residential. SCC Table 30.86.400(3) defines the occupancy groups in these two occupancy types.

(2) *Outstanding fees.* Any outstanding fees or portions of fees shall be added to the required fee(s) of any future plan review or permit prior to application acceptance or permit issuance. Any fee shall not relieve the applicant from a duty to obtain permits for moving buildings upon roads and/or highways from the appropriate authorities. The permit fee for construction of a new foundation, enlargement, or remodeling of the move-in building shall

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1 be in addition to the pre-move fee. The fee for any factory built structure as approved by
 2 the Washington State Department of Labor and Industries is specified in SCC 30.86.440
 3 under mobile homes.

4 (3) *Commercial and residential occupancies defined.*

5 **Table 30.86.400(3) Commercial And Residential Occupancies Defined**

OCCUPANCY TYPES	OCCUPANCY GROUPS
COMMERCIAL	A, I, R, E, H, F, M, S, B, and U
RESIDENTIAL	R-3, U

6 (4) *Commercial pre-application review⁽¹⁾.*

7 **Table 30.86.400(4) Commercial Pre-Application Review**

REVIEW FEE ⁽²⁾	\$400
SITE REVIEW (at applicant's request)	\$100
ADDED SERVICES REQUEST	\$60/hour
((REVIEW FEE FOR PLAYING FIELDS ON DESIGNATED RECREATIONAL LAND IN ACCORDANCE WITH SCC 30.28.076))	(((\$0/hour))
Reference notes: (1) Prior to making application for a commercial building permit, an applicant may request pre-application review to learn about submittal requirements. The department will provide a written outline of requirements, and may include identification of site-specific issues when known, depending on the detail and scope of the submitted materials. (2) Includes a conference with only a senior planner in attendance, and does not include review of detailed construction plans and specifications.	

8 (5) *Base permit fees⁽¹⁾.*

9 **Table 30.86.400(5) Base Permit Fees**

COMMERCIAL	(((\$250)) <u>\$350</u>
COMMERCIAL PLUMBING	(((\$125)) <u>\$250</u>

COMMERCIAL MECHANICAL	(((\$125)) <u>\$250</u>
COMMERCIAL MECHANICAL AND PLUMBING (not in conjunction with a commercial building permit)	(((\$125)) <u>\$250</u>
((MECHANICAL, PLUMBING, OR MECHANICAL, AND PLUMBING))	(((\$80))
RESIDENTIAL	(((\$80)) <u>\$150</u>
RESIDENTIAL MECHANICAL, PLUMBING, OR MECHANICAL AND PLUMBING	<u>\$150</u>
((COMMERCIAL REVIEW FEE FOR PLAYING FIELDS ON DESIGNATED RECREATIONAL LAND IN ACCORDANCE WITH SCC 30.28.076))	(((\$0))
Reference notes: (1) Base fees shall compensate the department for preliminary application screening and the establishment and administration of the permit application file.	

1 (6) *Plan review fees*⁽¹⁾.

2 **Table 30.86.400(6) Plan Review Fees**

PLAN, DRAWING, OR DOCUMENT BEING REVIEWED		
•	R-3 and U Occupancies for residential purposes	65% of building permit fee
•	A, I, R-1, R-2, R-4, E, H, F, M, S, U and B Occupancies	85% of building permit fee
EXCEPTIONS		
Successive construction (2) (3)		
•	Structures regulated by the IRC	20% of building permit fee
•	R-2 structures	45% of building permit fee
The plan review fee shall be supplemented for A, I, R-1, R-2, R-4, E, H, F, M, S, U and B Occupancies as follows:		

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•	Commercial permit application for 1 or more buildings or additions requiring site review	\$640
•	Commercial permit application for 1 or more buildings or additions with a previously approved official site plan	\$500
•	Tenant improvements not requiring site plan review	\$100
ADDITIONAL REVIEW (4)		\$200 or 25% of the plan review fee, whichever is less.
((PLAN REVIEW FEE FOR PLAYING FIELDS ON DESIGNATED RECREATIONAL LAND IN ACCORDANCE WITH SCC 30.28.076))		(((\$0))
APPLICATION EXTENSION		The fee for the permit application extension includes a percentage of the original plan review fee equal to the percentage of work completed plus a \$400 administration fee.
<p>Reference notes:</p> <p>(1) Plan review fees shall compensate the department for the plan review necessary to determine compliance with the adopted construction codes and other county regulations.</p> <p>(2) A plan review fee for successive construction will be assessed where more than one building or structure is proposed to be constructed in accordance with a single basic plan for the following classifications of buildings and structures:</p> <p>(a) Group R occupancies.</p> <p>(b) Garages, carports, storage buildings, agricultural buildings, and similar structures for private use.</p> <p>(3) Procedures for approval of basic plans for successive construction shall be established by the director.</p> <p>(4) This fee is charged whenever an applicant re-submits documents failing to make county-required corrections noted on "markup" plans, drawings, or such other documents</p>		

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during plan review; or whenever as a result of changes, additions, or revisions to previously approved plans, drawings or such other documents, a subsequent plan review is required.

1 (7) *Building permit fees*⁽¹⁾.

2 **Table 30.86.400(7) Building Permit Fees**

TOTAL BUILDING/STRUCTURAL VALUATION ⁽²⁾	PERMIT FEE ⁽³⁾⁽⁴⁾
\$1-\$500	\$45.00
\$501-\$2,000	\$45.00 for the first \$500 plus \$3.70 for each additional \$100 or fraction thereof, including \$2,000
\$2,001-\$25,000	\$100.50 for the first \$2,000 plus \$17.50 for each additional \$1,000 or fraction thereof, including \$25,000
\$25,001-\$50,000	\$503.00 for the first \$25,000 plus \$10.50 for each additional \$1,000 or fraction thereof, including \$50,000
\$50,001-\$100,000	\$765.50 for the first \$50,000 plus \$9.75 for each additional \$1,000 or fraction thereof, including \$100,000
\$100,001-\$500,000	\$1,253.00 for the first \$100,000 plus \$7.00 for each additional \$1,000 or fraction thereof, including \$500,000
\$500,001-\$1,000,000	\$4,053.00 for the first \$500,000 plus \$6.50 for each additional \$1,000 or fraction thereof, including \$1,000,000
\$1,000,001-\$5,000,000	\$7,453.00 for the first \$1,000,000 plus \$4.30 for each additional \$1,000 or fraction thereof.
Over \$5,000,000	\$24,503.00 for the first \$5,000,000 plus \$4.00 for each additional \$1,000 or fraction thereof.
PERMIT EXTENSION	The fee for the permit extension includes a percentage of the original permit fee equal to the percentage of work to be completed.
Reference notes:	

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(1) Permit fees shall compensate the department for inspections necessary to determine compliance with the adopted construction codes, other county regulations, and the approved plan. The fee table shall be applied separately to each building within a project and used for the calculation of all plan review and permit fees, except those for which a separate permit fee is required to be paid in accordance with this title.

(2) The department shall use the building valuation multipliers provided in the most current building valuation data (BVD) published by the International Code Council.

(3) Permit fees for playing fields on designated recreational land in accordance with SCC 30.28.076 shall be set at \$0.00, regardless of valuation. All buildings on the site shall be permitted on one permit.

(4) For new construction of Group R-3 occupancies, a fee of 11 percent of the building permit fee shall apply for mechanical and plumbing inspections. (See SCC 30.86.410 and 30.86.420)

1 (8) *Certificates of occupancy(~~(/changes of use)~~) fees.*

2 **Table 30.86.400(8) Certificates of Occupancy(~~(/Change of Use)~~) Fees**

CERTIFICATE OF OCCUPANCY	
Home occupation in detached accessory structures	(((\$100)) <u>\$140</u>
Temporary or final, when applicant requests phased issuance for each structure or structures	(((\$100)) <u>\$140</u>
((COMMERCIAL BUILDING CHANGE OF USE OR OCCUPANCY (1)))	
((Under 10,000 square feet))	(((\$250))
((Over 10,000 square feet))	(((\$500))
((Reference note: (1) This fee shall be deducted from the permit fee if a permit is required.))	

3 (9) *Special inspections and investigation fees.*

4 **Table 30.86.400(9) Special Inspections and Investigation Fees**

BUILDING AND MOBILE HOME PRE-MOVE INSPECTIONS	
Snohomish County inspection	(((\$60)) <u>\$140</u> /hour - 2 hour min

Outside Snohomish County inspection for move to Snohomish County	(\$120) <u>\$140</u> /hour plus County's standard mileage rate/mile
INSPECTIONS OUTSIDE NORMAL COUNTY BUSINESS HOURS	(\$60) <u>\$140</u> /hour - 2 hour min
INSPECTIONS FOR WHICH NO FEE IS OTHERWISE INDICATED	(\$60) <u>\$140</u> /hour - 2 hour min
REINSPECTION FEE ⁽¹⁾	(\$60) <u>\$140</u>
INVESTIGATION PENALTY ⁽²⁾	100% of permit fee
Reference notes:	
(1) A fee assessed for work requiring an inspection or re-inspection when said work is not complete at the last inspection or re-inspection. No further inspection or re-inspection of the work will be performed until the required fees have been paid.	
(2) A penalty charged for work requiring a permit, which is commenced without first obtaining said permit. This penalty shall be collected regardless of whether a permit is subsequently issued or not.	

1 (10) *Miscellaneous review and permit fees*⁽¹⁾.

2 **Table 30.86.400(10) Miscellaneous Review and Permit Fees**

PRE-APPLICATION SITE REVIEW (\$200 to be applied towards site review/permit fees at time of application)	(\$250) <u>\$320</u>
ACCESSORY BUILDINGS LESS THAN 1,000 SQUARE FEET	50% of site review fee
BUILDING ADDITIONS	50% of site review fee
((COMPLETION PERMIT))	(\$50)
CONDOMINIUM CONVERSION PERMIT (per unit)	(\$50) <u>\$140</u>
DECK PERMIT	(\$50) <u>\$140</u>
DEMOLITION PERMIT	(\$50) <u>\$140</u>
DOCK PERMIT	(\$50) <u>\$140</u>
FIREPLACE PERMIT	(\$50) <u>\$140</u>
SWIMMING POOL PERMIT	(\$50) <u>\$140</u>

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TEMPORARY BUILDING PERMIT	(\$50) \$140
TITLE ELIMINATION	(\$30) \$50
LOT STATUS DETERMINATION	(\$120) \$255 per (tax parcel) lot requested (researched) . No fee if submitted <u>concurrently</u> with a (subdivision) <u>land use or building permit application.</u>
((PRE-APPLICATION DESIGN REVIEW))	(\$2,500)
ROOFING PERMIT	\$140
((11 to 25 squares))	(\$37)
((More than 25 squares))	(\$55)
SITE REVIEW FOR NEW BUILDINGS OR ADDITIONS² ((2))	(\$100) \$320
SUCCESSIVE CONSTRUCTION SET-UP FEE	\$200
Reference notes:	
(1) These fees are charged in addition to building/structural plan and permit fees.	
(2) If permits are sought for more than one lot within the same subdivision and the subdivision has been recorded within the previous year, and all the permit applications are submitted at the same time, the first lot's site review fee shall be for the full amount and the site review fee for each of the other lots shall be one-half the full fee amount.	

1
2 Section 12. Snohomish County Code Section 30.86.410, last amended by
3 Amended Ordinance No. 08-122 on Nov 10, 2008, is amended to read:
4

5 **30.86.410 Mechanical permit fees.**

6 **Table 30.86.410 Mechanical Permit Fees**

<u>COMMERCIAL MECHANICAL PERMITS NOT ASSOCIATED WITH NEW BUILDING CONSTRUCTION</u>	<u>For mechanical permits on commercial projects not related to new building construction, the fee table in</u>
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	<u>SCC 30.86.400(7) applies based on the valuation.</u>
MECHANICAL INSPECTION FEES FOR CONSTRUCTION OF NEW GROUP R- 3 OCCUPANCIES (ONE-AND TWO-FAMILY RESIDENTIAL).	For new construction of Group R-3 occupancies, 11 percent of the building permit fee shall apply for mechanical and plumbing inspections.
<u>The per-fixture fees below apply to: (1) standalone mechanical permits related to Group R-3 occupancies, and (2) mechanical permits associated with new commercial building construction.</u>	
GAS-PIPING SYSTEM	\$5 per outlet
VENTILATION FAN OR SYSTEM - installed, which is not a portion of any heating or air conditioning system authorized by permit	\$5
AIR-HANDLING UNIT - install, and including ducts attached thereto	\$15 each
APPLIANCE VENT TO THE OUTSIDE - install or relocate, and not included in an appliance permit	\$15
BOILER, COMPRESSOR, OR ABSORPTION SYSTEM - install or relocate ⁽¹⁾	\$15
DOMESTIC OR INDUSTRIAL-TYPE INCINERATOR - install or relocate	\$15
FLOOR FURNACE - install or relocate, including exhaust vent, suspended heater, recessed wall heater, or floor-mounted unit heater	\$15
FURNACE OR BURNER - forced air or gravity-type: install or relocate, including ducts and vents attached	\$15
HOOD - install, which is served by mechanical exhaust, including the ducts for such hood	\$15
INSTALLED APPLIANCE, or PIECE OF EQUIPMENT	

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Regulated by this code, but not classed in other appliance categories, or for which no other fee is listed in this code	\$15
SOLID FUEL BURNING APPLIANCE - install, relocate, replace	\$25 each
TANK - above-ground, underground, or LPG in a residential application ⁽²⁾	
125-250 gallon capacity	\$25 each
over 250 gallon capacity	\$50 each
Reference notes:	
(1) This fee shall not apply to an air-handling unit, which is a portion of a factory-assembled appliance, cooling unit, evaporative cooler, or absorption unit for which a permit is required elsewhere in this code.	
(2) No permit is required for tanks with less than a 125-gallon capacity.	

1
2 Section 13. Snohomish County Code Section 30.86.420, last amended by
3 Amended Ordinance No. 08-122 on Nov 10, 2008, is amended to read:

4 **30.86.420 Plumbing permit fees.**

5 **Table 30.86.420 Plumbing Fees**

<u>COMMERCIAL PLUMBING PERMITS NOT ASSOCIATED WITH NEW BUILDING CONSTRUCTION</u>	<u>For plumbing permits on commercial projects not related to new building construction, the fee table in SCC 30.86.400(7) applies based on the valuation.</u>
PLUMBING INSPECTION FEES FOR THE CONSTRUCTION OF NEW GROUP R-3 OCCUPANCIES (ONE-AND TWO-FAMILY RESIDENTIAL).	For new construction of Group R-3 occupancies, 11 percent of the building permit fee shall apply for mechanical and plumbing inspections.

The per-fixture fees below apply to: (1) standalone plumbing permits related to Group R-3 occupancies, and (2) plumbing permits associated with new commercial building construction.		
FOR FACTORY-BUILT MODULAR STRUCTURES (the fee will be assessed for each fixture built into the structure by the manufacturer)		\$3.50
FOR EACH:		
>	Backflow protective devices,	\$7
>	Industrial waste pre-treatment interceptor, including its trap and vent,	\$7
>	Installation, alteration, or repair of water piping,	\$7
>	Plumbing fixture,	\$7
>	Rainwater systems-per drain (inside building) repair or alteration of drainage or vent piping,	\$7
>	Set of fixtures on one trap, (including water, drainage, piping)	\$7
>	Trap,	\$7
>	Water heater or vent,	\$7
>	Water treating equipment.	\$7
FOR EACH BUILDING SEWER AND EACH TRAILER PARK SEWER		\$15

1
2 Section 14. Snohomish County Code Section 30.86.450, last amended by
3 Amended Ordinance No. 12-018 on May 2, 2012, is amended to read:

4 **30.86.450 Sign fees.**

5 **Table 30.86.450 Sign Fees⁽¹⁾⁽²⁾**

WALL SIGN	(\$50) <u>\$250</u>
POLE, MONUMENT OR ROOF SIGN	(\$100) <u>\$350</u>

Ordinance No. 21-____
RELATING TO DEVELOPMENT PERMIT FEES;
AMENDING CHAPTER 13.110 SCC AND CHAPTER 30.86
SCC

BILLBOARD (DIGITAL AND NON-DIGITAL)	(\$150) <u>\$850</u>
Reference notes:	
(1) A permit is not required for signs four square feet or less in area.	
(2) A SEPA threshold determination may be required.	

1
2 Section 15. Snohomish County Code Section 30.86.600, last amended by
3 Amended Ordinance No. 08-122 on November 10, 2008, is amended to read:

4 **30.86.600 Permit decision appeal fees.**

5 **Table 30.86.600 Appeal Fees**

PERMIT TYPE	APPEAL FEE
TYPE 1-NON-SHORELINE ⁽¹⁾	(\$500) <u>\$1,500</u>
TYPE 2 ⁽¹⁾	\$500

Reference note:
(1) This filing fee shall not be charged to a department of the county (~~provided that the~~).
The filing fee shall be refunded in any case where an appeal is dismissed in whole without hearing pursuant to SCC 30.71.060 or 30.72.075.

6
7 Section 16. Effective date.

8
9 This ordinance shall take effect November 1, 2021.

10
11 Section 17. Severability and Savings. If any section, sentence, clause or phrase of
12 this ordinance shall be held to be invalid or unconstitutional by a court of competent
13 jurisdiction, such invalidity or unconstitutionality shall not affect the validity or
14 constitutionality of any other section, sentence, clause or phrase of this ordinance.
15 Provided, however, that if any section, sentence, clause or phrase of this ordinance is held
16 to be invalid by the court of competent jurisdiction, then the section, sentence, clause or
17 phrase in effect prior to the effective date of this ordinance shall be in full force and effect
18 for that individual section, sentence, clause or phrase as if this ordinance had never been
19 adopted.

20
21
22 PASSED THIS _____ day of _____, 2021.

23
24
Ordinance No. 21-_____
RELATING TO DEVELOPMENT PERMIT FEES;
AMENDING CHAPTER 13.110 SCC AND CHAPTER 30.86
SCC

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SNOHOMISH COUNTY COUNCIL
Snohomish County, Washington

Chairperson

ATTEST:

Clerk of the Council

- APPROVED
- EMERGENCY
- VETOED

Date: _____, 2021

ATTEST:

County Executive

Approved as to form only:

Deputy Prosecuting Attorney

Planning & Development Services Staff Report Proposed Amendment to PDS Permit Fees: Phase II

Snohomish County Department of Planning and Development Services charges a variety of application and permit fees to recover its costs of regulating development. Most of these fees are currently listed in Chapter 30.86 of the Snohomish County Code (SCC). Other fees charged by PDS are found in SCC Chapter 13.

In 2021, PDS expects to recover 82% of permitting costs from charges for services and permit fees at their current levels. The budgeted gap between revenue and expense (net loss) is \$3 million¹ which is \$500,000 more than in 2020.

In 2020, PDS updated the fees in the Building Permit Fee Table in SCC 30.86.400(7), which had not been updated since 1997. This was Phase I of a larger multi-phase effort to examine and update permit fees between 2020 and 2022. The current proposed ordinance is the result of the Phase II study which examined miscellaneous permit fees that are simple to analyze, have not been updated in decades, and for which PDS does not achieve cost recovery. Phase III will address reviews for which PDS does not currently charge a fee, and Phase IV will examine the more complex land use fees.

Below is a discussion of the factors that PDS took into consideration as it developed the proposed changes in permit fees in SCC Chapter 30.86 and Chapter 13. The fees that the County will collect to process permits is reasonable and will reimburse the County for the staff time required to process applications.

Fiscal Framework

The permitting divisions within the Department of Planning and Development Services (PDS) operate as a special revenue fund, which means that (a) there is no revenue from taxes or the County's General Fund, and (b) a separate fund balance that carries over from year to year is maintained.²

Revenues

Most of the permitting divisions' funding comes from monies paid for permits, approvals, and inspections, and these revenues are only used for these purposes. While some jurisdictions contribute General Fund dollars to their building departments, Snohomish County does not. PDS has in recent years been expected by Council and the Executive to generate enough revenues from fees for land use approvals, building permits and miscellaneous related permits to meet expenses and manage an ongoing fund balance in such a way that is fiscally prudent.

The basis for this "self-funded" model is found in RCW 82.02.020, which states that the county may collect reasonable fees for processing applications, reviewing plans and performing inspections. Having the permitting divisions of PDS operate as a special revenue fund is consistent with the intent of RCW 82.02.020 and has been reviewed and audited by the State Auditor's Office.

¹ Excludes the Technology Reserve Fund revenue and expenses which is a separate, restricted fund.

² The discussion in this report is limited to the special revenue fund for PDS's permitting divisions (known as Fund 193). PDS has other divisions that do receive funding from the County's General Fund, such as the Long Range Planning, Code Enforcement, and the Fire Marshal's Office investigation divisions. PDS accounts for the activities and expenses of those divisions separately from the special revenue fund for PDS's permitting divisions.

Fund Balance

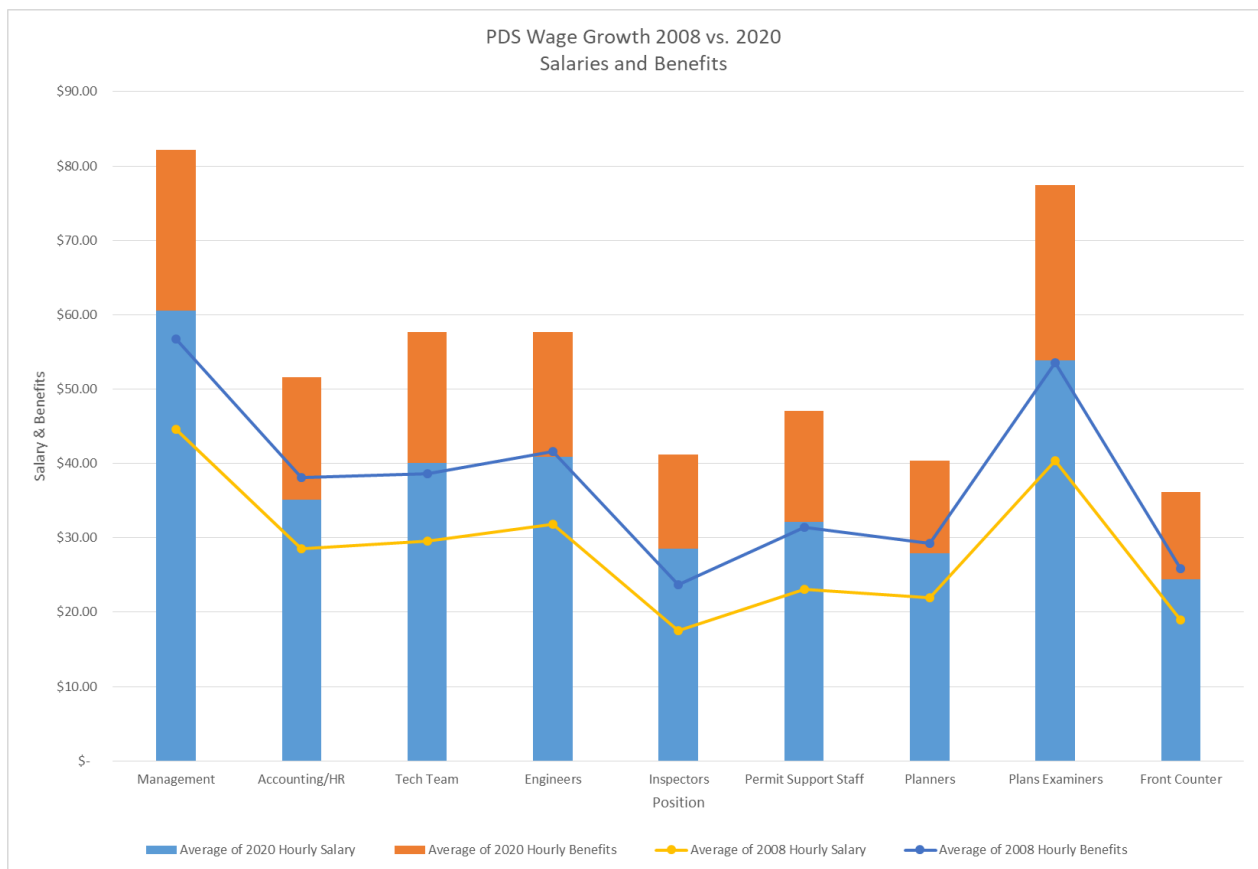
As a special revenue fund, the fund for PDS's permitting divisions maintains a fund balance that carries over from year to year. This is reflective of the nature of development, the sometimes-lengthy permitting process and PDS's fiscally prudent management. The nature of land development and building permits is cyclical and can change dramatically based on the national, state, and local economies, supply and demand, cost of materials, political issues, etc. In addition, it can take years for new development to go through the review, approval, and building process. Although development is cyclical and can be unpredictable, the fund balance provides a level of stability for the department in that it increases in the years when there are numerous permit applications and falls in years when development activity slows down. PDS strives to adjust staffing levels to meet demand but must maintain the necessary and consistent professional expertise regardless of the up-and-down swings in development.

Why does PDS need to increase permit fees?

Increasing building permit fees was the first step in a multi-phased approach to all examining PDS permit fees. There are several reasons why PDS Fund 193³ is facing a budget deficit of \$3 million per year, including inflation and the higher costs of doing business, the increasing complexity of permit regulations, and new types of housing.

1. Fewer Permits; Less Revenue. As the number of building permits has declined in recent years, so has the number of related miscellaneous permits, as well as land use decisions. However, department overhead for core staffing and administration cannot be proportionately reduced. PDS must maintain a certain level of core staff, management, technology and support services. For example, although we might reduce staff, our space costs do not necessarily go down unless we are able to give up enough space for another department to take over. The cost of our permit tracking system and other software systems does not change. Although we've reduced staff as one way to help balance the budget, we can only cut support staff so far (e.g., accounting staff has been reduced by one but we can't cut more and still perform mandatory financial functions). Essentially, there are fixed costs associated with a county department that PDS must pay for, regardless of permit volume.
2. Inflation and the Cost of Doing Business. Most PDS permit fees have not increased in more than 20 years, meaning expenses have risen faster than revenue. Periodic adjustments to fees are necessary to keep up with inflation. Staffing costs, which make up 75% of PDS's permitting budget, have risen approximately 50% since 2008. Salaries have increased 38% and benefits have risen 86%. PDS is projecting a budget deficit for its permitting divisions' special revenue fund of \$3 million in 2021 and similar deficits in the years to come. The gap between revenue and expenses is growing at an unsustainable rate, and without some actions to close that gap, PDS will run out of fund balance by 2024.

³ Permitting divisions, not including technology reserve fund.



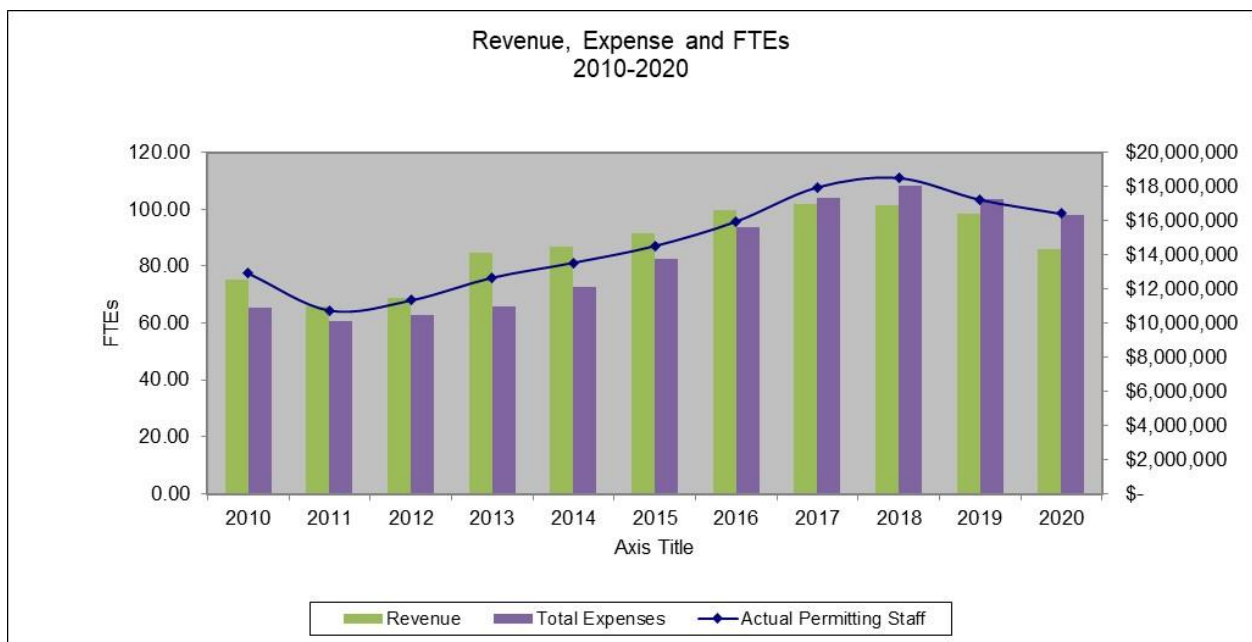
3. Complexity of permits. In recent years, there have been increased requirements for building and land use regulations (critical areas, stormwater, energy codes and public notice). Easily developed land has become scarcer and much of the remaining undeveloped land presents challenges for builders. Accordingly, there has been a corresponding increase in the amount of time and effort required to review and inspect building projects due to constraints on the land and the complexity of new codes.

What steps has PDS taken to close the revenue vs. expense gap?

1. Online permitting. PDS fully implemented online permitting in 2018. It was a significant effort and investment of resources and expenses. Although we are now seeing the benefits of our investment in the new system and are able to process permits faster and more efficiently, during 2018 and 2019 we saw a reduction in productivity and significant delays in permit processing due to the steep learning curve and process changes which proved to be less efficient than the paper process. In 2019, we launched the Electronic Permit Process Improvement (EPPI) initiative which took a significant amount of staff time, so that the new online permitting processes could be revamped to be more efficient. The effects of the implementation negatively affected PDS’s fiscal performance in 2018 and 2019. However, the online permitting system we set up was successfully utilized when county offices were closed due to COVID-19. If not for the online permitting system, PDS and our customers would have not fared well. PDS was able to seamlessly transition staff to remote work because the online permitting system was already in place.
2. Online Records. To coincide with online permitting, PDS has also undertaken a years-long effort to build an Electronic Content Management (ECM) System to store

electronic records. PDS is investing in technology and backfile conversion of old permitting records which will continue in the next several years. Implementation costs for the ECM are being paid for using PDS's technology reserve fund, but once the project is complete there should be salary savings to Fund 193.

3. Staff Reductions. PDS management continuously endeavors to align permitting division resources with demand. As the number of permits was increasing from 2013 to 2015, PDS did not have enough staff to keep up with demand. Therefore, from 2016-2018, staffing levels were increased (although PDS prudently did not fill all positions budgeted). Since 2019, when revenue unexpectedly declined, PDS has eliminated several positions by not filling vacancies or new positions. In addition, since 2016, PDS has sought to reduce the cost of management by reorganizing staff into functional groups with fewer supervisors and managers. In early 2016, there were nine supervisors; now there are six. An illustration of PDS's resource management is reflected in the chart below.



Fee Calculation Methodology – Cost Recovery Model

Changes to the fees proposed in this ordinance are needed to better recoup the labor and non-labor expenses related to fully processing those permits. The new fees were established in consideration of the staff time required to fully process the respective permits.

The cost of service model is a methodology developed to determine the costs of the various development and regulatory services provided by PDS to users of its services. Included in the methodology are direct, indirect and overhead costs.

Direct costs are those costs which can be identified specifically with a particular project/application and which can be directly assigned to such activities, relatively easily, and with a high degree of accuracy.

Indirect costs are costs incurred in support of multiple permitting processes or application types, and which cannot be tracked in a cost-effective manner at the level of individual application or permit.

Overhead costs are the costs necessary for the continued functioning of the department, are incurred in support of a range of permit services, but are not uniquely attributable to an individual service.

Direct, indirect and overhead costs are applied through a series of cost layers. There are four main cost layers:

- Labor expenses – this includes the direct costs of salary and benefits adjusted for paid time off, direct time spent on individual permits, indirect time spent on general permit activities, and indirect time spent on general overhead activities
- Direct (non-labor) expenses – this layer includes division operating costs allocated to each employee within that division (translated to an hourly rate)
- Department overhead/indirect management costs – this layer includes an allocation of PDS administration, business process technology, and support staff that cannot be allocated to individual permits
- County-wide overhead – this layer includes an allocation of overhead imposed on PDS by the county for central services such as risk management, space rent, security, IT, executive, public records, HR, training, etc. (Note: hearing examiner costs have not been factored into the costs for permits contained in this ordinance but will be considered when we review Phase III and Phase IV permits related to land use.)

For the permits contained in this ordinance, we came up with an estimated time spent by PDS and applied the cost layers as outlined above. Estimates were based on an analysis of data obtained from time keeping data, the permit tracking database, and interviews with staff who work on the permits. A copy of the final analysis and cost model data is included in the Index of Records.

Proposed Permit Fee Amendments

SCC Chapter 30.86 and Chapter 13

Various permit fees were amended to provide better cost recovery for the time spent on those permits. Some “clean up” (housekeeping) to SCC 30.86 was done through eliminating fees for permit types that PDS no longer issues or deleting references that have become obsolete due to other code changes. Additionally, we clarified when and how some permit fees are charged to address current confusion or inconsistencies in the fee code. See ordinance for specific details and amended fee amounts.

Below is a summary of the actions proposed in ordinance:

Code Reference	Type of Permit Fee	Action
SCC 13.110.010	Type D (right of way) permits	Amended
SCC 30.86.140	Boundary line adjustments	Amended
SCC 30.86.145	Landscape and tree plan review and inspection fees	Amended
SCC 30.86.220	Administrative conditional use permits	Amended
	Temporary woodwaste recycling and storage permits	Eliminated to align with previous code changes (the references are no longer

		valid)
SCC 30.86.230	Variations-standard	Amended
	Variations-minor and major revisions	Eliminated because we no longer issue these permits
SCC 30.86.300	Flood hazard areas	Amended
	Fees for playing fields on designated recreational land	Removed all references from SCC 30.86 because the code has since changed and these references are no longer valid
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SCC 30.86.450	Signs	Amended
SCC 30.86.600	Appeal fees for Type 1 non-shoreline permits	Amended

Permit Fees Charged by Other Jurisdictions

Because the permit fee analysis was based on the cost to provide the related service, a thorough comparison of other jurisdictions was not conducted. There are many types of permits in this ordinance and the fees vary by jurisdiction. However, in spot checking a few permits, the proposed fee increases are reasonable and in alignment with what other jurisdictions charge. In addition, it is not appropriate under state law to use comparative jurisdiction data as the basis for setting permit fees under the cost recovery method. With regard to the most recent set of PDS fee changes (to update the Building Valuation Data and Building Permit Fee Table), comparative jurisdiction information was easier to obtain and was provided for informational purposes only. Gathering the same data for all the different permit fees in this information would be cost prohibitive and would not add value to the fee setting process.

Summary

PDS needs to update its permit fees to improve its recovery of the costs of processing, reviewing, issuing and inspecting various types of permits handled by PDS, while simultaneously ensuring that the fees are equitable and reasonable. After decades with no changes to the fees in SCC Chapter 30.86 and Chapter 13, a fee increase is long overdue. The proposed changes are the second fiscally-prudent step toward closing the budget deficit gap for PDS and will help PDS maintain fiscal solvency into the future.

Planning & Development Services Staff Report Proposed Amendment to PDS Permit Fees: Phase II

Snohomish County Department of Planning and Development Services charges a variety of application and permit fees to recover its costs of regulating development. Most of these fees are currently listed in Chapter 30.86 of the Snohomish County Code (SCC). Other fees charged by PDS are found in SCC Chapter 13.

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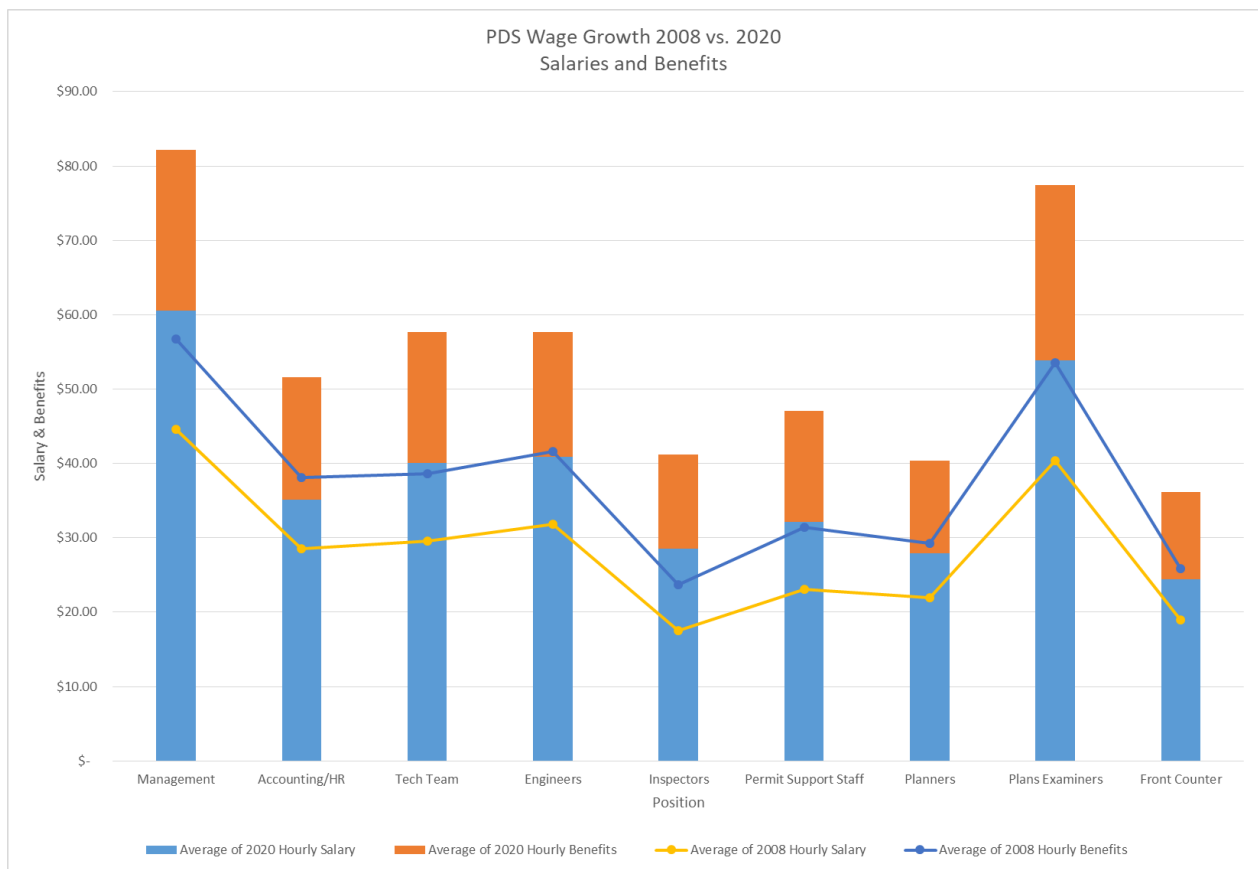
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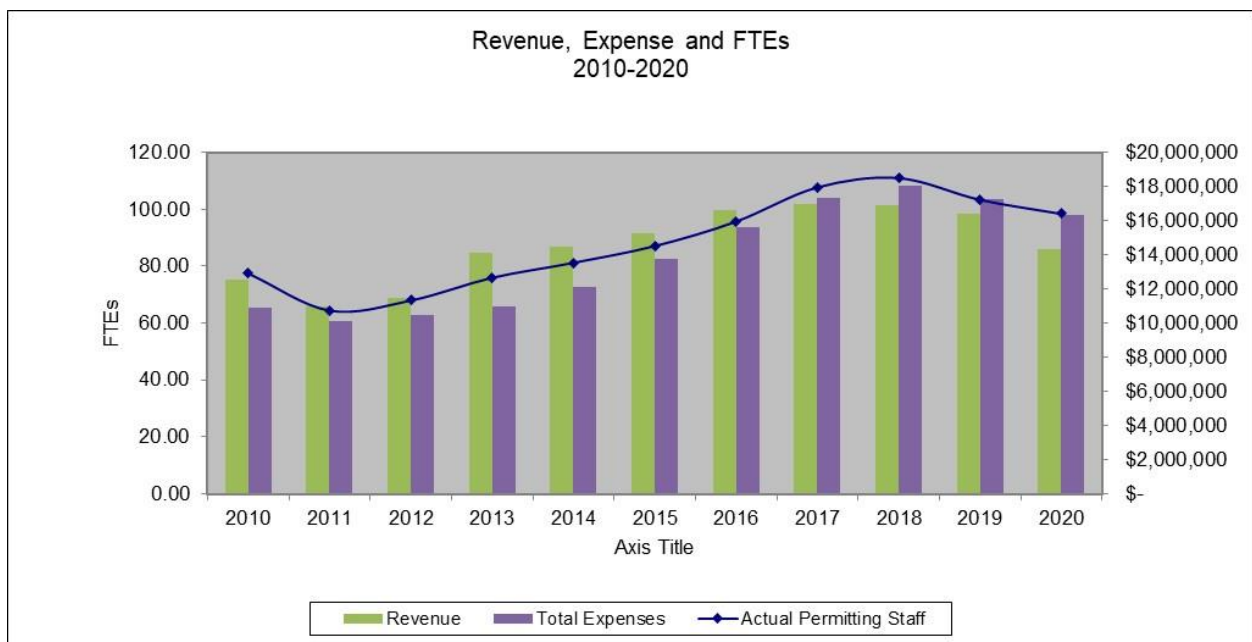
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SCC 30.86.230	Variances-standard	Amended
	Variances-minor and major revisions	Eliminated because we no longer issue these permits
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	Fees for playing fields on designated recreational land	Removed all references from SCC 30.86 because the code has since changed and these references are no longer valid
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SCC 30.86.600	Appeal fees for Type 1 non-shoreline permits	Amended

Permit Fees Charged by Other Jurisdictions

Because the permit fee analysis was based on the cost to provide the related service, a thorough comparison of other jurisdictions was not conducted. There are many types of permits in this ordinance and the fees vary by jurisdiction. However, in spot checking a few permits, the proposed fee increases are reasonable and in alignment with what other jurisdictions charge. In addition, it is not appropriate under state law to use comparative jurisdiction data as the basis for setting permit fees under the cost recovery method. With regard to the most recent set of PDS fee changes (to update the Building Valuation Data and Building Permit Fee Table), comparative jurisdiction information was easier to obtain and was provided for informational purposes only. Gathering the same data for all the different permit fees in this information would be cost prohibitive and would not add value to the fee setting process.

Summary

PDS needs to update its permit fees to improve its recovery of the costs of processing, reviewing, issuing and inspecting various types of permits handled by PDS, while simultaneously ensuring that the fees are equitable and reasonable. After decades with no changes to the fees in SCC Chapter 30.86 and Chapter 13, a fee increase is long overdue. The proposed changes are the second fiscally-prudent step toward closing the budget deficit gap for PDS and will help PDS maintain fiscal solvency into the future.

Amend PDS Permit Fees Phase II

PDS Overview: Special Revenue Fund

- No revenue from General Fund
- Separate fund balance
- Primary revenue source = various permit fees established by SCC Chapter 30.86 and Chapter 13.

Justification

Inflation and Cost of Doing Business

- Last update for most fees was in 1990s (prior to adoption of UDC in 2002)
- Expenses rising faster than revenue
- Staffing costs = 75% of PDS budget
- Since 2008, 50% increase in costs
 - Salaries increased 38%
 - Benefits increased 86%
- Budgeted deficits
 - 2020 = \$3.4 million
 - 2021 = \$3.6 million
 - 2022 = \$2.7 million
- Permit revenue is cyclical and not predictable

Fewer Permits = Less Revenue

- Fixed costs of doing business
 - Overhead
 - Management
- Core staffing needs

Complexity of Permits

- Critical Areas
- Stormwater/NPDES
- Energy Codes
- Public Notice

New Housing Types

- Townhomes
- Cottage housing
- SF Detached on Unit Lot Subdivisions

Closing the Gap

- Online Permitting and Online Records
- Staff Reductions / Department Restructuring
- Phase I – Building Fee Table Update
- **Phase II – Misc. Permit Fees**
- Future Updates of Permitting Fees
 - Phase III – Permits/work with no fees
 - Phase IV – Land Use permits and decisions

Phase II Criteria

- Simple to analyze
- Fees not updated in decades
- Not achieving cost recovery

Fee Calculation Methodology

1. Determine staff time required to process permit
 - Timekeeping data
 - Amanda data
 - Staff interviews
2. Cost of Service
 - Direct costs – attributed to a particular activity
 - Indirect costs – supports multiple activities
 - Overhead – needed for dept. to function, not attributable to specific activities
3. Cost Layers
 - Labor (salary and benefits)
 - Direct expenses (division operating costs)
 - Dept. overhead and indirect management costs
 - County-wide overhead

Proposal – Amend Various Permit Fees

- Update fee amounts for Right of Way Type D Permits administered by PDS (SCC 13.110.010)
- Update fee amounts in Chapter 30.86
 - Boundary line adjustments
 - Landscape and tree plan review and inspection fees
 - Administrative conditional use permits
 - Variances
 - Flood hazard areas
 - Base permit fees
 - Certificates of occupancy
 - Special inspections
 - Misc. review and permit fees
 - Signs
 - Appeal fees Type 1 non-shoreline permits

Proposal – Housekeeping Ch 30.86

- Housekeeping: Remove References
 - Temporary woodwaste recycling and storage permits
 - Variance revisions
 - Playing fields on designated recreational land
 - Change of use or occupancy
 - Completion permits
- Housekeeping: Clarifications
 - Lot status determination
 - Commercial mechanical and plumbing