

1 Adopted: February 25, 2026  
2 Effective: March 1, 2026

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4  
5 SNOHOMISH COUNTY COUNCIL  
6 Snohomish County, Washington

7  
8 ORDINANCE NO. 26-003

9  
10 RELATING TO DEVELOPMENT PERMIT FEES FOR TRANSPORTATION REVIEW; AMENDING  
11 SCC 13.110.030

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

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

20  
21 WHEREAS, chapter 30.86 SCC establishes fees required to be paid by an applicant to  
22 cover county costs of administering the Unified Development Code (title 30) SCC; and

23  
24 WHEREAS, chapter 13.110.030 SCC establishes development application review fees,  
25 which relate to construction activities associated with land development activities under title 30  
26 SCC that may impact the number of vehicle trips on county roadways; and

27  
28 WHEREAS, PDS administers land development permits, approvals, and decisions issued  
29 under title 30 SCC, which includes reviewing applications for traffic impact (“transportation review”)  
30 pursuant to chapter 13.110.030 SCC; and

31  
32 WHEREAS, PDS’s costs of processing permits are higher than current and projected  
33 revenue, and PDS is facing a budget deficit in its permitting division of \$2.17 million in 2025 and  
34 2026 which will deplete PDS’s fund balance; and

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

40  
41 WHEREAS, as part of a multi-phase project beginning in 2022 (this ordinance being part of  
42 Phase III) to examine and analyze permitting and land use fees, PDS has identified certain permit  
43 application review fees in title 13 SCC, identified in this ordinance, which have not been adjusted  
44 since 1991 and for which either the cost of processing is significantly greater than the fee charged  
45 or for which PDS has not charged a fee for services and for which the cost of that service is  
46 significant enough to warrant the addition of a new type of fee; and

47  
48 WHEREAS, on February 25, 2026, the County Council held a public hearing after proper  
49 notice, heard public testimony related to the proposed code amendments, and considered the  
50 entire record; and

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

4  
5 NOW, THEREFORE, BE IT ORDAINED:  
6

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

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

- 13 A. This ordinance will amend title 13 SCC by amending the development application review fees  
14 in SCC 13.110.030.  
15
- 16 B. The code amendments in this ordinance will become effective on January 1, 2026.  
17
- 18 C. Stakeholder feedback was solicited during the development of the proposed fee changes. On  
19 July 23, 2025, proposed fee amendments were provided to the representative for the  
20 Snohomish County Builders Council (SCBC) of the Master Builders Association of King and  
21 Snohomish Counties who did outreach to committee members on the proposed fees and  
22 solicited member comment. A presentation was given to SCBC on September 3, 2025, and  
23 additional meetings with SCBC representatives were held on September 15, 2025, October 2,  
24 2025, and November 12, 2025.  
25
- 26 D. The proposed amendments are consistent with the record.  
27
- 28 1. Amendments to SCC 13.110.030 for development application review fees, last updated  
29 on December 4, 2002, are necessary because the current development review fees do  
30 not provide for cost recovery based on inflation and an analysis of the amount of time it  
31 takes to perform transportation reviews.  
32
  - 33 2. County policy is to use permit fees to cover only the direct and indirect costs of  
34 permitting as allowed by state law, and to reasonably and consistently allocate PDS  
35 overhead costs among all programs, regardless of the type of revenue source  
36 supporting them.  
37
  - 38 3. In 2008, PDS developed a cost of services model to estimate the cost of providing  
39 permitting services at the present level of service and the fees necessary to recover  
40 permitting costs.  
41
  - 42 4. The PDS cost of services model, which provides the analytical framework used to  
43 recover permitting costs, was updated in 2017 with the adoption of fees related to fire  
44 systems, was used again in the 2020 (Phase I) and 2021 (Phase II) permit fee  
45 increases, and has again been updated based on PDS's 2025-2026 biennial budget.  
46 The PDS cost of services model was used to update the fees in the code amendments  
47 in this ordinance.  
48
  - 49 5. The PDS cost of services model consists of four main costs: labor expenses (salary and  
50 benefits); direct (non-labor) expenses; department overhead/indirect management

1 costs; and county-wide overhead related to development review and permits.

- 2
- 3 6. PDS performed an analysis to estimate the time it takes staff to perform the related
- 4 permit functions and applied the average labor rates for those positions. The estimates
- 5 were used to update the fees in the code amendments in this ordinance.
- 6
- 7 7. Proposed updates to the fees are reasonable and will reimburse the County for the staff
- 8 time required to process permit applications.
- 9

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

- 11
- 12 A. The proposed fees set forth in this ordinance are calculated in accordance with RCW
- 13 82.02.020 and provide for improved cost recovery, equity, and fee predictability and simplicity.
- 14
- 15 B. The proposed amendments are consistent with Washington state law and the SCC.
- 16
- 17 C. The County Council concludes that this ordinance is related solely to government procedures,
- 18 not the Growth Management Act (chapter 36.70A RCW), and therefore does not adopt
- 19 development regulations under SCC 30.10.080. Therefore, notice to the Washington State
- 20 Department of Commerce of intent to adopt is not required pursuant to RCW 36.70A.106 and
- 21 Snohomish County Planning Commission review is not required pursuant to SCC
- 22 30.73.040(2)(c).
- 23
- 24 D. Pursuant to SCC 30.61.020 and WAC 197-11-800(19), the proposed amendments in this
- 25 ordinance are categorically exempt from review under the State Environmental Policy Act
- 26 (SEPA) as being related solely to government procedures containing no substantive standards
- 27 respecting use or modification of the environment.
- 28
- 29 E. The regulations proposed by this ordinance do not result in an unconstitutional taking of private
- 30 property for public purpose. The Washington State Attorney General last issued an advisory
- 31 memorandum, as required by RCW 36.70A.370, in October 2024, entitled "Advisory
- 32 Memorandum and Recommended Process for Evaluating Proposed Regulatory or
- 33 Administrative Actions to Avoid Unconstitutional Takings of Private Property" to help local
- 34 governments avoid the unconstitutional taking of private property. The process outlined in the
- 35 State Attorney General's 2024 advisory memorandum was used by Snohomish County in
- 36 objectively evaluating the regulatory changes proposed by this ordinance.
- 37
- 38 F. The proposed amendments are in the best interest of the county and promote the general
- 39 public health, safety, and welfare.
- 40

41 Section 4. The County Council bases its findings and conclusions on the entire record of

42 the County Council, including all testimony and exhibits. Any finding, which should be deemed a

43 conclusion, and any conclusion which should be deemed a finding, is hereby adopted as such.

44

45 Section 5. Snohomish County Code Section 13.110.030, last amended by Amended

46 Ordinance No. 02-077 on December 4, 2002, is amended to read:

1 **13.110.030 Development application fees.**

2 (1) Upon submittal of any development application or other land use approval requiring approval of  
 3 Snohomish County, except for an application for a preapplication concurrency evaluation under  
 4 SCC 30.66B.175, the developer shall pay ~~((a \$200.00 base review fee plus \$5.00 per each new~~  
 5 ~~vehicle trip generated by the development. For purposes of setting the review fee only, vehicle trips~~  
 6 ~~generated will be determined by the following table:~~

7 ~~(a) Single family residential 10 trips/unit~~

8 ~~(b) Multi family residential 6 trips/unit~~

9 ~~(c) Office/office park/business park 12 trips/1,000 s.f.~~

10 ~~(d) Industrial/industrial park/ warehouse manufacturing/ other industrial type uses 6~~  
 11 ~~trips/1,000 s.f.~~

12 ~~(e) School 12 trips/1,000 s.f.~~

13 ~~(f) Church/day care 7 trips/1,000 s.f.~~

14 ~~(g) \*Commercial 5,000 s.f. or less 20 trips/1,000 s.f.~~

15 ~~(h) \*Commercial 5,001 s.f. through 25,000 s.f. 15 trips/1,000 s.f.~~

16 ~~(i) \*Commercial 25,000 s.f. or more 10 trips/1,000 s.f.~~

17 ~~\*Commercial use is any use not otherwise defined in this table.)~~for transportation review  
 18 required under chapter 30.24 SCC and chapter 30.66B SCC based on the fee schedule below.  
 19 Fees shall be paid at the time of application.

20 **Table 13.110.030(1) Transportation Review Fees**

21

<b><u>ADMINISTRATIVE CONDITIONAL USE PERMIT, CONDITIONAL USE PERMIT, AND COMMERCIAL OR INDUSTRIAL DEVELOPMENT NOT SUBJECT TO SEPARATE LAND USE APPROVAL</u></b>		
	<u>Minor revision</u>	<u>\$330</u>
	<u>Base fee</u>	<u>\$500</u>

	<u>Additional fee for change in existing access from county right of way <sup>(1)</sup></u>	<u>\$830</u>
	<u>Additional fee for increase in traffic under 50 peak hour trips <sup>(1)</sup></u>	<u>\$1,325</u>
	<u>Additional fee for increase in traffic 50+ peak hour trips <sup>(1)</sup></u>	<u>\$2,650</u>
	<u>Additional fee for 20,000+ square feet <sup>(1)</sup></u>	<u>\$3,975</u>
<b><u>BINDING SITE PLAN, NEW OR MINOR REVISION</u></b>		<u>\$830</u>
<b><u>BOUNDARY LINE ADJUSTMENT</u></b>		
	<u>Base fee</u>	<u>\$500</u>
	<u>Additional fee for change in existing access from county right of way <sup>(1)</sup></u>	<u>\$830</u>
<b><u>SHORT SUBDIVISION <sup>(2)</sup></u></b>		
	<u>New preliminary short subdivision</u>	<u>\$2,300</u>
	<u>Minor revision after preliminary approval</u>	<u>\$550</u>
<b><u>SUBDIVISION <sup>(2) (3)</sup></u></b>		
	<u>New preliminary subdivision – 1 to 49 lots</u>	<u>\$2,500</u>
	<u>New preliminary subdivision – 50 to 99 lots</u>	<u>\$70 per lot</u>
	<u>New preliminary subdivision – 100 to 199 lots</u>	<u>\$60 per lot</u>
	<u>New preliminary subdivision – 200 or more lots</u>	<u>\$50 per lot</u>
	<u>Minor revision after preliminary approval</u>	<u>\$750</u>
<b><u>SITE DEVELOPMENT PLAN</u></b>		
	<u>Administrative site plan for Single Family Detached Units (SFDU) and Cottage Housing</u>	<u>\$2,300</u>
	<u>Stand alone site plan for developments under chapter 30.31A SCC (BP, IP, PCB Zones) and chapter 30.31F (RB, RI, RFS,</u>	<u>\$3,000</u>

	<u>CRC Zones) except for townhouse or multifamily developments</u>	
	<u>URDS<sup>(4)</sup> or other site plan<sup>(5)</sup> not submitted concurrently with subdivision application – under 50 units</u>	<u>\$3,000</u>
	<u>URDS<sup>(4)</sup> or other site plan<sup>(5)</sup> not submitted concurrently with subdivision application – 50 to 199 units</u>	<u>\$5,000</u>
	<u>URDS<sup>(4)</sup> or other site plan<sup>(5)</sup> not submitted concurrently with subdivision application – 200 or more units</u>	<u>\$8,300</u>
	<u>Minor revision – changes affecting access or traffic impacts</u>	<u>\$660</u>
<b><u>VARIANCE</u></b>		<u>\$180</u>
<b><u>MINOR REVISION</u></b> <sup>(6)</sup>		<u>\$660</u>
<b><u>RESUBMITTAL FEE</u></b> <sup>(7)</sup>		<u>\$500</u>

**Reference notes:**

- (1) This fee is charged in addition to the appropriate base fee.
- (2) Includes transportation review of site plan if submitted concurrently with short subdivision or subdivision.
- (3) When based on a previously approved site plan, the subdivision fee will be reduced by 50% of the amount paid for the site plan approval.
- (4) Pursuant to chapter 30.23A SCC (Urban Residential Design Standards).
- (5) Includes site plans for development under chapter 30.31G (Mixed Use Corridor) and chapter 30.34A (Urban Center), and multifamily or townhome development under chapter 30.31A SCC (BP, IP, PCB Zones) and chapter 30.31F (RB, RI, RFS, CRC Zones).
- (6) This fee applies to all minor revisions not listed in the table above where additional transportation review is required.
- (7) This fee applies to the resubmittal of plans and documents after a second review for which the applicant did not include corrections noted by the department, or the applicant made revisions, which necessitate additional review and comments by the department. This fee is applicable to all projects subject to the development review fee as noted in the table above.

1 (2) In any case, the maximum fee for any individual development application in SCC  
2 13.110.030(1) shall not exceed ~~((\$5,000))~~\$25,000.

3 (3) The following development types are exempt from the development application review fee of  
4 SCC 13.110.030(1):

- 5 (a) Rezones~~((not requiring official site plans))~~.
- 6 (b) Lot width variances.
- 7 (c) Commercial building permits for portable classrooms.
- 8 (d) Commercial building permits for rockeries.
- 9 (e) Building permits for single-family residences on existing ~~((tax))~~lots.

10 (4) Commercial building permit applications that have undergone prior development review within  
11 twelve months of building permit application will pay only ~~((the \$200.00))~~a \$350.00 base fee.

12 (5) Upon submittal of an application for a preapplication concurrency evaluation for a proposed  
13 development under SCC 30.66B.175, the developer shall pay a ~~((base))~~fee of ~~((\$850.00 plus an~~  
14 ~~additional \$400.00 for each arterial unit analyzed for future level of service conditions))~~\$3,975. If,  
15 pursuant to SCC 30.66B.175(6), a developer submits revisions or alternative analyses or proposals  
16 in response to a decision that a proposed development cannot be deemed concurrent, then the  
17 developer shall pay ~~((only the base))~~ a fee of ~~((\$850))~~\$860 upon submittal of ~~((the))~~each response.  
18 For other resubmittals of the same development, as in instances in which a preapplication  
19 concurrency approval has elapsed and a developer resubmits an updated traffic study for a new  
20 concurrency evaluation, the department ~~((of public works))~~performing the review may waive all or  
21 part of the review fee if it determines that the amount paid in the ~~((initial review fee))~~fees collected  
22 previously will adequately cover the costs of application review.

23 (6) Whenever a development is deemed concurrent under SCC 30.66B.135 on the basis of a  
24 valid preapplication concurrency approval, then the development review fee under subsection (1)  
25 above shall be reduced by thirty-three percent (33%)~~((of the development's review fee under sub-~~  
26 ~~section (1) above shall be refunded))~~.

27 Section 6. Effective date.

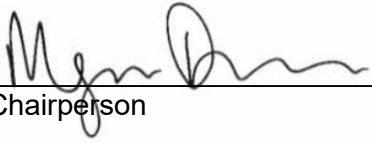
28  
29 This ordinance shall take effect March 1, 2026.

30  
31 Section 7. Severability and Savings. If any section, sentence, clause or phrase of this  
32 ordinance shall be held to be invalid or unconstitutional by a court of competent jurisdiction, such  
33 invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section,


1 sentence, clause or phrase of this ordinance. Provided, however, that if any section, sentence,  
2 clause or phrase of this ordinance is held to be invalid by the court of competent jurisdiction, then  
3 the section, sentence, clause or phrase in effect prior to the effective date of this ordinance shall  
4 be in full force and effect for that individual section, sentence, clause or phrase as if this ordinance  
5 had never been adopted.

6  
7  
8 PASSED this 25<sup>th</sup> day of February 2026.  
9

10  
11 SNOHOMISH COUNTY COUNCIL  
12 Snohomish County, Washington


13  
14   
15  
16 Chairperson

17  
18  
19 ATTEST:

20  
21   
22  
23  
24 Asst. Clerk of the Council

25  
26  
27 ( X ) APPROVED  
28 ( ) EMERGENCY  
29 ( ) VETOED

30  
31  
32 Date: March 3, 2026

33   
34  
35 County Executive

36  
37  
38 ATTEST:

39  
40   
41

42  
43 Approved as to form only:

44  1/06/26  
Deputy Prosecuting Attorney