



## LAND USE APPLICATION FEE REQUIREMENTS

(Effective January 2016)

### Fee Structure for Land Use Fees / Paying Fees

**Hourly Fee:** The Hourly fee for Land Use review is \$280.00. An hourly rate of \$280.00 shall be charged for each hour of review time in excess of the hours included in the minimum review fee. Pre-submittal Conferences have a minimum initial fee of \$560.00 (for 2 hours of meeting and review time). Additional pre-submittal hours will be billed at the hourly rate.

Master Use Permit applications are reviewed on an hourly basis. The minimum fee paid at application covers basic review of the proposal. Some proposals, due to complexity, quality of submittal material, or public controversy, may require **additional hours**. This time will be billed at the hourly rate. Some charges, such as general processing, are not billed hourly and are part of your initial payment. Additional explanation regarding what activities are associated with hourly charges is discussed further in this document.

The most common application types are found in the table on page 3. For Land Use Application types not listed, please review the **2016 Fee Subtitle Chapter 22.900C**, "Fees for Land Use Review".

- **Land Use Intake Fee:** This fee applies to intake appointments for land use reviews and for each appointment.
- **Public Notice Fees:** Notice Fees are collected at the land use intake appointment. Please refer to the table on the attached sheet and Director's Rule 2-2013 for applicable notice fees based on application type.
- **Minimum Land Use Review Fee:** For **most** application types, the minimum land use review fee is \$2,800.00 for 10 hours of review time. **The Land Use Minimum Review Fee, Public Notice Fee, Land Use Intake fee and outstanding hourly fees that may apply are all due at intake.**

### Master Use Permit Activities Associated With Hourly Charges

For your information, below is a list of tasks for which your land use reviewer will charge an hourly fee. Please talk with your Land Use Planner if you have questions about fees for your project.

- Site visits
- Research
- Zoning review
- Pre-submittal assistance
- Review of file application materials in preparation for written analysis and decision
- Corrected plan review (time and number dependent on quality and completeness of application materials)
- Land Use review on Building Permits
  
- Phone calls with neighbors
- Phone calls with project contact person, owner, and architect
  
- Meetings with neighbors
- Meetings with applicant, contact person, owner, architect
  
- Coordination and/or meeting with other City departments (Seattle Transportation, City Light, DON, SPU, etc.)
- Coordination and/or meeting with State agencies (DOE, Fish & Wildlife, etc.)
- Coordination and/or meeting with other SDCI reviewers (Geotech, wetlands, etc.)

- Presentation/discussion of project issues at team meetings, code interpretation meetings
- Design review public meetings
- Preparation of Design Guidelines and Recommendations
- Work with in-house Design team
  
- Drafting land use decisions
- Review of decision by supervisor
- Edits of decision for publication
  
- Reviewing project after published decision to assure conditions are met and plans reflect final design (for projects subject to Design Review)
  
- Preparation for appeal hearings
- Appeal hearings
  
- Demolition, TRAO coordination
- Final review of MUP issuance

2016 Land Use Fees										
Application Type	Form Required	#of Paper Plans	Cover sheet	LU min	Hrs covered by min	Intake Fee	Add'l Fee	Public Notice Fee	*note	Fee Total Due At Intake
Administrative Conditional Use	TIP 211A/B	4	Yes	\$2,800.00	10	\$190.00		\$872.00	1	\$3,862.00
Council / TYPE IV, V Approvals	None	6	Yes	\$5,600.00	20	\$190.00		\$1,180.00		\$6,970.00
<b>EARLY DESIGN GUIDANCE</b>										
Administrative & STREAMLINE	TIP 238		No	\$2,800.00	10	\$190.00		\$498.00		\$3,488.00
Mandatory	TIP 238		No	\$2,800.00	10	\$190.00		\$617.00		\$3,607.00
Design Review Mandatory (MUP)*	TIP 238	4	Yes	\$5,600.00	20	\$190.00		\$1,109.00	2	\$6,899.00
Design Review Admin (MUP)	TIP 238	4	Yes	\$2,800.00	10	\$190.00		\$682.00		\$3,672.00
ECA Cluster Housing ACU	TIP 329	4	Yes	\$2,800.00	10	\$190.00		\$872.00		\$3,862.00
ECA Exception	TIP 328	4	Yes	\$2,800.00	10	\$190.00		\$682.00		\$3,672.00
ECA Variance	TIP 330	4	Yes	\$2,800.00	10	\$190.00		\$872.00		\$3,862.00
Full Subdivision	None	N/A	Yes	\$2,800.00		\$190.00	\$142.50	\$1,062.00	3	\$4,194.50
Lot Boundary Adjustment	None	N/A	No	\$1,400.00	5	\$190.00	\$142.50	\$0.00	3	\$1,732.50
Major Inst. Master Plan	None	6	Yes	\$5,600.00	20	\$190.00		\$990.00		\$6,780.00
PUDA Minor Amendment				\$560.00	2	\$190.00		\$498.00		\$1,248.00
School Use & Adv Comm Review				\$2,800.00		\$190.00		\$564.00		\$3,554.00
Rezone	TIP 228	6	Yes	\$5,600.00	20	\$190.00		\$990.00		\$6,780.00
<b>SEPA REVIEW</b>										
Early Review DNS	1 Checklist	4	Yes	\$2,800.00	10	\$190.00		\$682.00		\$3,672.00
DS & EIS	see planner	6	Yes	\$2,800.00	10	\$190.00		\$2,467.00		\$5,457.00
ECA Tree & Vegetation Restoration	TIP 331	4	Yes	\$560.00	2	\$190.00		\$682.00	4	\$1,432.00
EIS Addenda & SEIS	see planner	4	Yes	\$2,800.00	10	\$190.00		\$682.00		\$3,672.00
<b>RENEWAL &amp; EXTENSION</b>										
Renewal				\$560.00	2	\$190.00				\$752.00
Shoreline Extension				\$190.00	2	\$190.00				\$382.00
<b>REVISIONS</b>										
Minor MUP Revision	TIP 224B	2	No	\$280.00		\$190.00			6	\$470.00
Shoreline Revision	TIP 209	5	Yes	\$560.00	2	\$190.00				\$750.00
Shoreline Exemption	none	1	No	\$280.00	1	\$190.00				\$470.00
Shoreline Substantial Dev	TIP 209	6	Yes	\$2,800.00	10	\$190.00		\$682.00		\$3,672.00
Shoreline Variance/CU	TIP 209	6	Yes	\$2,800.00	10	\$190.00		\$872.00		\$3,862.00
Short Plat/Unit Lot Subdivision	None	N/A	No	\$2,800.00	10	\$190.00	\$142.50	\$872.00	3	\$4,004.50
Special Exceptions	None	4	Yes	\$2,800.00	10	\$190.00		\$872.00		\$3,862.00
Temporary Use (>4 weeks)	None	4	Yes	\$1,400.00	5	\$190.00		\$872.00	5	\$2,462.00
Variance	TIP 210	4	Yes	\$2,800.00	10	\$190.00		\$872.00	1	\$3,862.00
<b>Renotice fees</b>										
Renotice without 300' mailing								\$308.00		\$308.00
Renotice with 300' mailing								\$498.00		\$498.00
<b>FOR FEES NOT LISTED ON THIS SHEET SEE 2016 FEE SUBTITLE TABLE C1.</b>										
<b>*Notes:</b> An hourly rate of <b>\$280.00</b> shall be charged for each hour of review time in excess of the hours included in the minimum review fees shown above. <b>ALL hourly fees accrued prior to</b> , are due at intake.										
Re-notice <b>with</b> 300' mailed notice \$498.00; Re-notice <b>without</b> 300' mailed notice \$308.00.										
Fees in the MPC-YT Zone See FEE SUBTITLE 22.900.015 C.1.										
1. <b>Fee exception</b> applies for Variances, Admin Conditional Use, or Combined Variance with ACU ONLY: Reduced minimum land use review fee (\$1,620.00) for community centers, child care centers, adult care centers, private schools, religious facilities, and public and private libraries in single family and multi-family zones. <b>22.900C.010</b> Table C1 item#1 (ACU) or item #8 (Variance) of the Fee Ordinance.										
2. Notice fee Includes \$427.00 for recommendation meeting (LUIB, posting, meeting room) which is collected at MUP intake appointment.										
3. Additional fee: \$47.50 Ordinance Review and \$95.00 Drainage Review for a total of \$142.50.										
4. <b>Fee exception:</b> Reduced SEPA fee of \$560.00. Fee applies to re-vegetation in ECA with over 1,500 sq.ft. of coverage. 22.900.010C Table C-1 Item 38.										
5. <b>Fee exception</b> for police and fire stations. Temporary relocation of police and fire stations is a Type 1 decision. Land use fees do not apply.										
6. Major revision: Considered a new application. Application fees by application/ land use component type apply.										