

City of Seattle  
Department of Planning and Development

# 2012 FEE SUBTITLE

and related documents  
*(including changes becoming effective January 1, 2012)*



**This publication includes the following:**

- **2012 Fee Subtitle – Seattle Municipal Code Chapter 22.900** *(New changes - effective January 1, 2012)*
- **Washington State Building Code Council Building Permit Fee**
- **Director’s Rule 1-2012** *(New Rule - effective January 1, 2012)*
- **Director’s Rule 2-2011**
- **Director’s Rule 3-2011**

The Fee Subtitle, administered by the Department of Planning and Development, was adopted by the Seattle City Council as Ordinance 119255, and amended by Ordinances 119274, 119326, 119766, 120448, 120818, 120997, 121338, 121664, 121851, 122297, 123453, 123610, 123755 and 123776.

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## CHAPTER 22.900A — ADMINISTRATION AND ENFORCEMENT

### 22.900A.010 Title

Chapters 22.900A through 22.900G shall be known as the “Fee Subtitle,” may be cited as such, and will be referred to herein as “this subtitle.”

### 22.900A.020 Purpose

- A. It is the purpose of this subtitle to prescribe equitable fees and fee collection policies for all services provided by the Department of Planning and Development hereafter, "Department" or "DPD," and other City departments that are sufficient to cover their costs of processing applications, inspecting and reviewing plans, and preparing detailed statements required by Chapter 43.21C RCW.
- B. An additional purpose of this subtitle is to prescribe special fees for testing, examination, registration, inspection, or the furnishing of certain services or materials.

### 22.900A.030 Payment and responsibility for fees

- A. No permit shall be issued or approved, no Certificate of Occupancy shall be issued, no drawing or other data relating to such permit shall be examined, and no certificate or license shall be issued until the corresponding fees prescribed by this subtitle have been paid.
- B. Unless otherwise specified in this subtitle, each distinct component of an application, review, permit, certificate, license, or other fee collected by the Department shall be charged as a separate fee.
- C. Both the applicant for the permit, certificate or license and the owner of the subject property are jointly and severally responsible for payment of fees required by this subtitle. However, when an applicant is not the owner and is not acting, even in part, as agent for the owner, the applicant is solely responsible for payment of applicable fees. Applicants and owners are liable for all charges incurred whether or not a favorable decision or recommendation is given by the Director, and regardless of whether a permit is issued or the project or application is canceled or denied before permit issuance, or a certificate or license is not issued.
- D. The Director is authorized to accept as payment for fees contemplated under the ordinance codified in this subtitle the following forms of payment: U.S. currency, cashier's checks, corporate checks, traveler's checks, personal checks drawn on in-state banks, electronic funds transfers, and credit cards. Further, the Director has full authority to refuse any form of payment where the Director believes sufficient cause exists to question the City's ability to collect full payment.

### 22.900A.040 Administration and enforcement

- A. For the purpose of this subtitle, the term "Director" means the Director of the Department or an authorized representative.
- B. The Director is authorized to administer, interpret, and enforce the provisions of this subtitle provided that:
  - 1. The Director of Public Health shall administer, interpret and enforce sections of this subtitle that are applicable to fuel gas piping permits; and

2. The Director of Transportation shall administer, interpret and enforce sections of this subtitle that are applicable to Seattle Transportation review of projects; and
  3. The Director of Seattle Public Utilities shall administer, interpret and enforce sections of this subtitle that are applicable to Seattle Public Utilities review of projects; and
  4. The Chief of the Fire Department shall administer, interpret and enforce sections of this subtitle that are applicable to the Seattle Fire Department review of projects; and
  5. The Director of the Department of Neighborhoods shall administer, interpret and enforce sections of this subtitle that are applicable to Certificates of Approval, Special Tax Valuation for Historic Properties, Public School Citizen Advisory Committees interpretations of SMC Chapters 25.12, 25.20, 25.22, and 25.24 and for environmental (SEPA) review of projects that include City of Seattle landmarks and projects located in special review districts or landmark districts; and
  6. The Director of the Office of Arts and Cultural Affairs shall administer, interpret and enforce sections of this subtitle that are applicable to the Office's review of projects; and
  7. The Superintendent of the Department of Parks and Recreation shall administer, interpret and enforce sections of this subtitle that are applicable to the Department of Parks and Recreation review of projects.
- C. The Director is authorized to collect fees listed in the preceding subsection or other fee related legislation for the Seattle Department of Transportation, the Seattle Fire Department, the Seattle-King County Department of Health, the Department of Neighborhoods, the Department of Parks and Recreation, or Seattle Public Utilities, and to transfer those funds to them.
- D. Where no definite method is prescribed in the subtitle for calculating the amount of fees, the Director may assess charges as required to cover costs.
- E. The Director has full authority to specify the terms and conditions upon which services and materials are made available, and the fees as determined by the Director shall be consistent with the reasonable estimated cost to the City for furnishing such services or materials.
- F. The total fee assessed for any permit, decision, review, inspection, or approval may be rounded to the nearest whole dollar (rounded down: \$.01 through \$.50; rounded up: \$.51 through \$.99).

### **22.900A.050 Transition**

A. Land Use and Environmentally Critical Areas Fees.

Minimum land use review fees for applications requiring a land use or environmentally critical areas review shall be charged according to the permit fee legislation in effect when the application was received by the Department. Hourly fees shall be charged according to the legislation in effect when the review is performed.

B. Other Fees.

Fees for other applications shall be set according to the permit fee legislation in effect at the time the review is performed unless one of the following occurs:

1. The permit is issued within 12 months of the start of the initial review; or
2. If longer than 12 months, the Director determines that there was reasonable and continuous progress on the completion of permit requirements.

If either Item 1 or 2 occurs, the application shall be subject to the permit fee legislation in effect at the time the application was received by the Department.

### **22.900A.060 Delinquent fees**

#### **A. Delinquent Fees.**

Whenever any fees have not been paid within 30 days after the billing date, the person or persons responsible for payment of the fee may be billed, payable immediately, for the remainder of the fees due. Interest shall accrue on the unpaid balance at 12 percent per annum, with a minimum \$1 charge. The Director is authorized to collect any fees that remain unpaid at 90 days after the billing date.

#### **B. Not Sufficient Funds Fees.**

Whenever checks accepted prove not to be covered by sufficient funds, the person or persons responsible for payment of the fee shall be billed, payable immediately, for the remainder of the fees due and a \$21 charge. This shall be in addition to the delinquent fees assessed in Section 22.900A.060 A.

#### **C. Remedies.**

1. The Director may issue a stop-work order as provided in Section 22.900A.070 if the person or persons responsible for payment of a fee have not done so within 30 days after the billing.
2. Following notice to the applicant, the Director may suspend processing and/or withhold issuance of a permit, decision, certificate or approval on any application if fees have not been fully paid until such time as the fees are paid.
3. Following notice to the applicant, the Director may cancel a permit application if fees have not been fully paid.
4. Following notice to the applicant, the Director may refer collection of any amounts due under this Subtitle to a collection agency. The cost to the Department for the collection services will be assessed as costs, at the rate agreed to between the Department and the collection agency, and added to the penalty.
5. Following notice to the applicant, the Director may take other actions to collect amounts due, including by not limited to placing delinquent accounts on a cash-only basis.

### **22.900A.070 Work done without permit—Director's authority**

- A. It is unlawful to proceed with any work or with any portion of any construction, installation, alteration or repair when the fee required in this subtitle has not been paid.
- B. Should it be found that any work is proceeding for which the required permit or approval fee has not been paid, the Director may immediately order the suspension of such construction, installation, alteration or repair by posting a stop-work order on the structure or premises and/or by notifying the owner, lessee or person in charge. It is unlawful for any person to remove, mutilate, conceal or destroy posted lawful notice or to proceed with work after posting or notification until written authorization from the Director to proceed with the work has been received.

### **22.900A.080 Civil penalty for violations**

- A. Any person failing to comply with the provisions of this subtitle shall be subject to a civil penalty in the amount of \$27 per day for each failure to comply, from the date of failure to comply until compliance is achieved.
- B. The penalty imposed by this subtitle shall be collected by civil action brought in the name of the City and commenced in Municipal Court. The Director shall notify the City Attorney in writing of the name of any person subject to the penalty and the amount of the penalty and the City Attorney shall, with the assistance of the Director, take appropriate action to collect the penalty.

## CHAPTER 22.900B — GENERAL PROVISIONS

### 22.900B.010 Base fee and hourly rate

- A. The DPD base fee shall be charged as specified in this subtitle and shall be \$177.
- B. Any services provided by the Department for which an hourly charge is assessed shall be charged at a rate specified in this subtitle.

The hourly rate for land use review is \$250. The rate for all other hourly fees is \$177 per hour except where a different hourly rate is specified in this subtitle. Where "DPD hourly rate" is specified in this subtitle, the rate is \$177 per hour.

- C. Where an hourly rate is specified, overtime shall be charged at that same rate. Where no hourly rate is specified, overtime shall be charged at \$177 per hour. All overtime shall require approval by the Director. The minimum fee for each overtime request shall be one hour, with minimum increments of one-quarter hour, in addition to other permit fees established by this subtitle.

### 22.900B.020 Miscellaneous and special fees

- A. General.

Miscellaneous and special fees shall be assessed to recover City costs for services and materials which are not otherwise specified in this subtitle or where the valuation or other methodology normally used does not reflect actual conditions which may include but are not limited to the following:

1. Notification, examination, consultation, testing, or inspection of proposals, sites (or locations), particular plans, construction, equipment, personnel or material which may be related to, but not directly covered by, a specific permit or approval process;
2. Furnishing or certification of affidavits, reports, data, or similar documentation;
3. Recording or filing documents with other agencies;
4. Delivery and mailing costs;
5. Rental of venues for public meetings.

- B. Failure to cancel missed appointments.

A fee of 1/2 the DPD base fee per appointment shall be charged for failure by applicant to notify the Department at least 24 hours prior to a scheduled application intake appointment or a pre-application conference appointment that the appointment will not be kept.

- C. Expert witness testimony.

The fee for expert witness testimony shall be the DPD hourly rate.

- D. Address change.

The fee to correct the address on an application or, if applicable, on an issued permit is \$48. When an address change is requested which is unrelated to an application for a permit or for an issued permit, a fee of one times the base fee shall be assessed.

- E. Copies of electronic and microfilm records.

Charges for plans reproduced from electronic records or from the microfilm library are shown in Table B-1.

<b>Table B-1 — Fees for Reproductions from Electronic or Microfilm Records</b>	
<b>Page Size</b>	<b>Price</b>
<u>Electronic Records</u>	
8½" X 11"	\$0.50 per printed page
8½" X 14"	\$0.50 per printed page
11" X 17"	\$0.50 per printed page
<u>Microfilm Records</u>	
8½" X 11"	\$0.75 per copied page
11" X 17"	\$1.50 per copied page

F. Special investigation.

1. Where a special investigation is made for an action requiring Department approval, a fee in addition to the permit fee shall be assessed as provided in Table B-2.

<b>Table B-2 — Special Investigation Fees</b>	
<b>Value of Work (For Permit)</b>	<b>Investigation Fee</b>
\$0 – \$5,000	1 x base fee
\$5,001 – \$50,000	3 x base fee
\$50,001 – \$100,000	5 x base fee
\$100,001 – \$500,000	10 x base fee
\$500,001 – \$5,000,000	50 x base fee
Over \$5,000,000	100% of permit fee

2. When a permit fee is not determined by valuation, the special investigation fee will be two times the amount of the permit fee.
3. Alternatively, at the discretion of the Director, the special investigation fee may be assessed at the DPD hourly rate. Special investigation fees may be waived, at the discretion of the Director, for necessary work done in emergency situations.
4. The payment of a special investigation fee shall not relieve any person from complying with the requirements of the applicable codes in the execution of the work nor from any violation penalties prescribed by law.
5. The special investigation fee for a use not established by a permit under the current or previous Land Use Code shall be assessed at the DPD hourly rate.
6. Special investigation fees are not refundable.

G. Reinspection.

The fee for reinspection is one-half (1/2) times the base fee per reinspection. No reinspection of the work shall be performed until the required fees have been paid; provided, that in the case of boilers and refrigeration systems, the permit holder may be billed for the reinspection fee. Reinspections of fuel-gas piping shall be charged according to Section 22.900G.030.

**22.900B.030 Time of collection of fees**

- A. Fees shall be collected at the times specified elsewhere in this code. If not specified, the minimum fee shall be collected at the time of application. The Director may bill an applicant and require payment for accrued fees at any time in the permit review process.
- B. The fee collected at the time of application will be based on Department estimates of the total fees due at the time of permit issuance. The final fees will be recalculated during review, and any additional amount due shall be collected prior to the issuance of the permit, approval, denial, decision or recommendation, except as provided in Section 22.900A.030A. Any fee in excess of the final calculated fee shall be refunded pursuant to Section 22.900B.050 and/or other sections of this code.
- C. At the time an application or permit is denied or canceled, the final fee shall be determined and collected. If a balance is due to the Department, the Director shall have the authority to waive fees when strict application of the fees is inconsistent with the purpose of collecting the fee.

**22.900B.040 Reserved**

**22.900B.050 Refunds**

Applicants may apply for refunds of fees collected pursuant to the Fee Schedule when an application or permit is withdrawn or canceled prior to the completion of the review and inspection process. To request a refund, the applicant shall submit a request to the Director on a refund request form. The Director shall establish by Director's Rule reasonable procedures and standards for refund requests, including but not limited to limitations on the time for submitting refund requests and the amount of the refund, considering among other factors, on the stage of permit review and type of permit.

**22.900B.060 Revisions and additions to applications**

- A. According to standards promulgated by the Director, the Department may assess an additional fee for the plan examination of previous designs when a subsequent redesign of a project is submitted prior to permit issuance. The revision fee shall be assessed at the DPD hourly rate not to exceed the fee that would have been charged for the original design, provided that if the application is a Land Use application that requires additional Land Use review, the Land Use hourly rate in effect at the time the revision is filed shall be charged for that portion of the work. The total fee is the fee for the final design plus the revision fee.
- B. The Department may assess a fee in addition to fees already charged for the original permit if the applicant makes an amendment to an existing unexpired or reestablished permit. The applicable fees will be assessed for all work necessary to process the amendment, including the Seattle Department of Transportation, the Seattle Fire Department, Seattle-King County Department of Health, the Department of Neighborhoods or Seattle Public Utilities review associated with the submitted amendment.

## CHAPTER 22.900C — FEES FOR LAND USE REVIEW

### 22.900C.010 Land use fees

- A. Land Use Review Fees. The land use review fee for Master Use Permits, Council and Hearing Examiner approvals, environmentally critical area approvals and other miscellaneous reviews, research and services shall be charged according to Table C-1 unless otherwise specified. Land use review that is subject to the Land Use hourly rate may include, but is not limited to; review time for more than one technical reviewer, pre-application services, project review, permit issuance, and continued review during the building permit and construction approval phases of the project. Land Use hourly rate also includes time spent preparing for and defending a Director's decision or recommendation if appealed to the Hearing Examiner.
- B. Fee Components of Land Use Review Fees. Land use review fees include a minimum land use review fee and may include an hourly fee as specified in Table C-1. The minimum land use review fee covers the number of review hours specified in Table C-1. Only one minimum review fee shall be charged, except an additional minimum review fee shall be charged at the time of MUP applications for projects that have completed the early design process. Additional hours shall be charged at the rate specified in the Table.
- C. Time of payment.
1. Pre-application Conference Fee. The fee for land use pre-application conference specified in Table C-1 shall be paid prior to the conference.
  2. Minimum Land Use Review Fee. The minimum land use review fee specified in Table C-1 shall be paid at application submittal. For projects entailing hourly fees in addition to the minimum land use review fee, the Director will require periodic progress payments to be made during the application review process.
  3. The following fees and amounts are due at the times specified below:
    - a. Monthly billing for hourly fees accrued above the minimum fee will be payable upon receipt of invoice.
    - b. All outstanding DPD fees shall be paid prior to the publication of a decision or recommendation on the application and prior to issuance of the permit. The actual charges and fees paid shall be reconciled and all outstanding balances are due and payable on demand. In cases where no published decision or recommendation is required, fees owed shall be paid prior to issuance of the permit, or issuance of a letter.
    - c. For Council and Hearing Examiner approvals, the fee due for work up to and through final Council or Hearing Examiner action shall be paid at the time the recommendation of the Director is available for public review and before it is forwarded for final action. In addition to periodic monthly billings for actual charges during the Council or Hearing Examiner proceedings, after final Council or Hearing Examiner action, the actual charges and all outstanding fee balances are due and payable upon demand, and prior to issuance of the permit.
    - d. For early design guidance projects entailing hourly fees in addition to the minimum land use review fee, all outstanding fees shall be paid upon application for the master use permit. Any hours paid by the early design guidance minimum land use review fee but

not spent at the time of application for the master use permit shall be credited toward land use review of the master use permit application.

D. Additional Review.

In addition to the fees set in Table C-1, review time required on a project prior to, or in lieu of, an application will be charged hourly as determined by the Director.

E. Correction Fee.

After written notice to the applicant, a Correction Fee of \$320 may be charged for each additional correction cycle required due to lack of response from the applicant.

**Table C-1 — Land Use Fees**

**A. MASTER USE PERMIT, ENVIRONMENTAL CRITICAL AREAS, CITY COUNCIL AND HEARING EXAMINER APPROVALS**

Hours worked beyond those covered by minimum will be charged the Land Use hourly rate, unless otherwise noted, are and payable at time of invoice.

Type of Land Use Review		Minimum Fee
General – first 10 hours of review		Land Use Hourly x 10
Low-Income Housing – first 24 hours of review <sup>1</sup>		Land Use Hourly x 10
1.	Administrative conditional uses (ACUs) ACUs 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 shall be charged a minimum fee of \$1,620 for the first 20 hours. Additional hours shall be charged at the rate of \$250 per hour. This exception applies when the application is for an ACU only, or an ACU combined with a variance application.	
2.	Design Review The minimum fee for Administrative Design Review and Streamlined Design Review is \$2,500. The minimum fee for full Design Review is \$5,000, which covers the first 20 hours of review. Refer to Table C-1 #15 for fees related to Design Review for Tree Protection.	
3.	Environmental reviews (SEPA), including projects with more than one addressed site.	
4.	Environmentally critical areas (ECA) a. Environmentally Critical Areas variance <sup>2</sup> b. ECA Exception c. Environmentally Critical Areas Administrative Conditional Use	
5.	Shoreline permits a. Substantial development permits b. Variances <sup>2</sup> and conditional uses	
6.	Short subdivisions <sup>3</sup> ; refer to Table D-2 #10 for additional fees that may apply to this permit type.	
7.	Special exceptions	
8.	Variances <sup>2</sup> Variances 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 shall be charged a minimum fee of \$1,620 for the first 20 hours. Additional hours shall be charged at the rate of \$250 per hour. This exception applies when the application is for a variance only, or a variance combined only with an ACU application.	
9.	Type II land use approvals such as, but not limited to, planned community/ residential development, major phased developments and other Type II approvals that are not categorized otherwise in Table C-1.	

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<b>TABLE C-1, Part A — Continued</b>		
10.	The minimum fee for Council conditional uses, Rezones, Public Projects and all other Type IV and Type V land use approvals shall be \$5,000, which covers the first 20 hours of review.	
11.	Full subdivisions <sup>4</sup> ; refer to Table D-2 #10 for additional fees that may apply to this permit type.	
12.	Reserved	
13.	Reserved	
<b>B. MISCELLANEOUS HOURLY LAND USE REVIEWS, RESEARCH, AND OTHER SERVICES</b>		
Hours worked beyond those covered by minimum will be charged the Land Use hourly rate, unless otherwise noted, and payable at time of invoice.		
<b>Type of Land Use Review</b>		<b>Minimum Land Use Review Fee</b>
14.	Concurrency	Reserved
15.	Design Review for Tree Protection <sup>5</sup> a. Design review required by SMC 25.11.070 or 25.11.080 to protect exceptional tree when no other land use reviews are required b. Design review elected by applicant for tree protection	Land Use Hourly x 10  Land Use Hourly x 10
16.	Early design guidance	Land Use Hourly x 10
17.	Establishing use for the record: Refer to Table D-2 #9 for additional fees that may apply to this permit type	Land Use Hourly x 2
18.	Land Use Code Interpretations <sup>6</sup>	Land Use Hourly x 10
19.	Letters for detailed zoning analysis or permit research	Land Use Hourly x 4
20.	Lot Boundary Adjustment, Temporary Use > 4 weeks; refer to Table D-2 #10 for additional fees that may apply to this permit type	Land Use Hourly x 5
21.	Major Institution – review of annual plan	Land Use Hourly x 6
22.	Major phased development permit – minor amendment	Land Use Hourly x 2
23.	Neighborhood planning	Reserved
24.	Noise survey review and variance	See Table D-2 and Section 22.900F.020
25.	Open space remainder lots and surplus state property	Land Use Hourly x 4
26.	Pre-application conference <sup>7</sup>	Land Use Hourly x 2
27.	Public benefit feature review	Land Use Hourly x 2
28.	Renewals including shoreline renewals	Land Use Hourly x 2
29.	Revisions other than shoreline revisions	Land Use Hourly x 1
30.	School use and school development advisory committee reviews	Land Use Hourly x 10
<i>Continued on Next Page</i>		

<b>TABLE C-1, Part B — Continued</b>		
31.	Shoreline exemptions	Land Use Hourly x 1
32.	Shoreline permit revisions not due to required conditions	Land Use Hourly x 2
33.	Special accommodation	Land Use Hourly x 2
34.	Structural building overhangs and areaways as a separate component	Land Use Hourly x 2
35.	Tree and Vegetation Restoration Review in ECA above minimum threshold where SEPA is not required other than for the restoration (25.09.320A3c2b)	Land Use Hourly x 2
36.	Street Improvement Exceptions on a Land Use permit	Land Use Hourly x 2
<b>C. NON-HOURLY LAND USE FEES</b>		
<b>Type of Land Use Review</b>		<b>Fee</b>
37.	Curb cuts as a separate component a. Single-family residential b. Other than single-family residential	\$72 each \$143 each
38.	Intake appointments for land use reviews; fee is charged for each occurrence	DPD Base Fee x 1
39.	Notice. All notice is charged based upon type for each occurrence. <sup>8</sup> a. Land use information bulletin (GMR notice) b. Posting large sign or placards c. Mailed notice d. DJC decision publication e. Neighborhood newspaper decision publication f. Public meeting room rental	DPD Base Fee x 1 \$109 DPD Base Fee x 1 \$171 \$171 \$110
40.	Rebuild Letters a. With Research b. Without Research	DPD Base Fee x 1 \$37
41.	Records research by the Public Resource Center	DPD Base Fee x 1
42.	Recording Fees, for LBA, Short Subdivision	Rate charged by King County <sup>9</sup>

**Notes to Table C-1:**

1. For purposes of these land use fees, low-income housing is housing that both (1) satisfies the definition of “low-income housing” in SMC 23.84.024; and (2) where at least 50 percent of the total gross floor area of each structure on the site is committed to low-income housing use for at least 20 years.
2. The single variance fee shall be applicable whether the project requires one or multiple variances.
3. Includes short subdivisions in environmentally critical areas.

4. Includes unit-lot subdivisions and full subdivisions in environmentally critical areas.
5. This fee applies when design review is initiated only for tree protection and the application has no other review under Items 1 - 14.
6. The fees for interpretations of SMC Chapters 25.12, 25.20, 25.22, and 25.24 shall be collected by the Director of the Department of Neighborhoods.
7. The pre-application conference fee covers a one hour conference and one hour of research and/or follow-up review time that normally occurs, for a total of two hours. Additional pre-application review time will be charged at the Land Use hourly rate. See also Section 22.900C.010.E.
8. Additional notice may be given in circumstances including but not limited to the following: reinstallation of environmental review signs, reposting of the land use review or environmental signs, new component reviews added subsequent to the original notice, revised decisions, and changes to the scope of the project.
9. Recording fees will be charged the current rate as established and charged by King County at the time of document recording.

**CHAPTER 22.900D —  
FEES FOR NEW AND ALTERED BUILDINGS AND EQUIPMENT**

**22.900D.010 Development permit fees**

A. General.

The development fee shall cover the application, review and inspection process associated with new construction, additions, alterations, and repairs to existing buildings and establishment of use. The development fee shall consist of a permit fee and, where plans are reviewed, a separate plan review fee. The permit fee and plan review fee shall be determined based on valuation, except as provided below.

B. Time of Payment of Fees.

Fees collected at the time of application will be based on Department estimates of the total fees due at the time of permit issuance. The final Department fees will be recalculated during review, and any additional amount due shall be collected prior to the issuance of the permit, approval, denial, decision or recommendation, provided that hourly fees may be collected earlier, as described in Section 22.900B.010 D.

If, during the initial review, the previously-collected fee is determined to be less than 90 percent of the estimated fee, the review work subsequent to the initial review will not proceed until the discrepancy is paid to the Department.

1. Amount Due Prior to Application. Fees for building pre-application conference and any additional fees accrued after the conference shall be due prior to permit application. See 22.900D.010 I for building pre-application conference fees.
2. Amounts Due at Time of Application. The following amounts are due at the time of application:
  - a. Applications for building and/or mechanical permits without plan review shall pay a fee for subject-to-field inspection (STFI) permits equal to the permit fee specified in Table D-2.
  - b. Applications for building and/or mechanical permits with plan review shall pay the plan review fee plus 1/2 the permit fee as specified in Table D-2.
    - i. For development permits approved to be issued in phases, the plan review fee plus 1/2 the permit fee due at the time of application of the first phased submittal shall be calculated based upon the value calculated in accordance with Section 22.900D.010.C for the entire scope of the development permit. The remaining portion of the permit fee will not be collected until issuance of the final phase of the development permit that completes the scope of the proposed building project.
  - c. For other applications, the minimum fee shall be collected at the time of application.

C. Determination of value.

1. The Director shall determine the value of construction for which the permit is issued (the estimated current value of all labor and materials, whether actually paid or not, as well as all finish work, painting, roofing, electrical, plumbing, heating, air-conditioning, elevators, fire-extinguishing systems, automatic sprinkler systems, other mechanical systems, retaining

walls, rockeries and any other permanent work or permanent equipment, but not including furnishings). The building valuation data from the International Code Council and other valuation criteria approved by the Director will be used to determine the value of construction.

2. Dish or panel antennae. The fee for processing applications for installation of a dish or panel antenna shall be charged on the value of the foundation and supports constructed for the installation. The value of the dish or panel antenna shall not be included in the determination of value.
3. The development fee for parks and playgrounds shall be based on the project value, including the value of improvements for structures incidental to the park or playground such as retaining walls, rockeries and restrooms, but shall not include the value of playground equipment.
4. The valuation shall be based on the highest type of construction to which a proposed structure most nearly conforms, as determined by the Director.

D. Phased permits.

1. When a new building project is proposed to be built in phases and the Director determines that separate development permits may be issued for approved portions of the project, the development fee for the entire permit shall be based on the value of work according to Table D-2. If the shoring and/or excavating work is included with the complete foundation (below grade) phase of the building project, the fees for such work shall be included in the fees described above.

When the proposed building project includes a separate shoring and/or excavation phase that is not combined with the complete foundation (below grade) phase, the shoring and/or excavation work will be reviewed and issued as a separate permit. The fees for the excavation portion of that permit shall be based on Section 22.900D.145 and the fees for the shoring portion of that permit shall be based on the value of that structural portion of the work according to Table D-2. No credit will be given for any of these fees toward the phased building permit.

2. In addition to the fee specified in 22.900.010 D 1 above, where an applicant requests division of an already-submitted permit application a fee shall be charged for each separate application as specified in Table D-2 and the fee to process this request will be charged at the DPD hourly rate.

E. Calculation of Development Fees.

The development fee for a permit shall be calculated as described in this section. Table D-1 establishes the Development Fee Index for value-based development fees. Except as specified in Section 22.900D.010 F below, Table D-2 establishes the permit fee and plan review fee, calculated as a percentage of the development fee index where determined by value. If two or more buildings are allowed under one permit, they shall be assessed fees as separate buildings under Table D-2. The individual fees shall then be added to determine the total development fee for the permit.

**Table D-1 — Calculation of the Development Fee Index**

Total Valuation	Development Fee Index
\$0 to \$1,000	\$150 for the first \$1,000 or fraction thereof.
\$1,001 to \$50,000	\$150 for the first \$1,000 plus \$1.25 for each additional \$100 or fraction thereof.
\$50,001 to \$100,000	\$762.50 for the first \$50,000 plus \$1 for each additional \$100 or fraction thereof.
\$100,001 to \$250,000	\$1,262.50 for the first \$100,000 plus \$4.75 for each additional \$1,000 or fraction thereof.
\$250,001 to \$500,000	\$1,975 for the first \$250,000 plus \$4.50 for each additional \$1,000 or fraction thereof.
\$500,001 to \$750,000	\$3,100 for the first \$500,000 plus \$4.25 for each additional \$1,000 or fraction thereof.
\$750,001 to \$1,000,000	\$4,162.50 for the first \$750,000 plus \$4 for each additional \$1,000 or fraction thereof.
\$1,000,001 to \$2,000,000	\$5,162.50 for first \$1,000,000 plus \$3.75 for each additional \$1,000 or fraction thereof.
\$2,000,001 to \$3,000,000	\$8,912.50 for first \$2,000,000 plus \$3.50 for each additional \$1,000 or fraction thereof.
\$3,000,001 to \$4,000,000	\$12,412.50 for first \$3,000,000 plus \$3.25 for each additional \$1,000 or fraction thereof.
\$4,000,001 to \$5,000,000	\$15,662.50 for first \$4,000,000 plus \$3 for each additional \$1,000 or fraction thereof.
\$5,000,001 to \$50,000,000	\$18,662.50 for the first \$5,000,000 plus \$2.25 for each additional \$1,000 or fraction thereof.
\$50,000,001 to \$100,000,000	\$119,912.50 for the first \$50,000,000 plus \$1.75 for each additional \$1,000 or fraction thereof.
\$100,000,001 to \$200,000,000	\$207,412.50 for the first \$100,000,000 plus \$1.25 for each additional \$1,000 or fraction thereof.
\$200,000,001 and up	\$332,412.50 for the first \$200,000,000 plus \$0.75 for each additional \$1,000 or fraction thereof.

<b>Table D-2 — Calculation of Development Fees Determined by Value</b>		
<b>Type of Development</b>	<b>Percent of Development Fee Index (DFI) Calculated from Project Value as Specified in Table D-1<sup>1</sup></b>	
	<b>Permit Fee</b>	<b>Plan Review Fee</b>
1. Building, with or without mechanical, with or without use	100% of DFI	100% of DFI
2. STFI (Subject to field inspection – building and/or mechanical) <sup>2</sup>	100% of DFI	40% of DFI
3. Energy code compliance review using Target UA and/or System Analysis (RS29).	(included in item #1)	DPD hourly rate, 1 hour minimum
4. Mechanical permit: a. Submitted as part of a building permit application (if associated with other work) b. Submitted separately from a building permit application (if associated with other work) or if applied for as a mechanical only permit (Also see Section 22.900D.090 for mechanical equipment fees) (See also Section 22.900D.090)	(included in item #1)  100% of DFI	Mechanical Review at the DPD hourly rate, 1 hour minimum  All other applicable reviews at the DPD hourly rate, 1 hour minimum
5. Blanket permit review fees: a. Initial tenant alterations applied for within 18 months of the date of issuance of the first certificate of occupancy within a building where the area of work is more than 50,000 sq. ft. b. Initial tenant alterations applied for after 18 months of the date of issuance of the first certificate of occupancy	\$2.20 per 100 square feet <sup>1</sup>  100% of DFI	\$2.55 per 100 square feet <sup>1</sup>  60% of DFI
6. Initial tenant alterations applied for within 18 months of the date of issuance of the first certificate of occupancy (nonblanket permit initial tenant improvements to shell and core) <sup>3</sup>	50% of DFI based on new building value of shell and core	50% of DFI based on new building value of shell and core
<i>Continued on Next Page</i>		

<b>Table D-2 – Continued</b>		
7. Standard plans:		
a. Establishment of standard plan, including temporary structures. (For swimming pools, see Item 16 below.)	100% of DFI	200% of DFI, plus DPD hourly rate for review/approval of “options”
b. Establishment of already permitted plan as standard plan	100% of DFI	100% of DFI, plus DPD hourly rate for review/approval of “options”
c. Subsequent reviews of standard plan, other than temporary structures	100% of DFI	60% of DFI, plus DPD hourly rate for review/approval of “revisions”
d. Subsequent reviews of standard plans for temporary structures	See Item 17 below	See Item 17 below
8. Factory-built housing and commercial structures	Base fee x 1	Base fee x 1 for each module
<b>SPECIAL DEVELOPMENT FEES</b>		
<b>Type of Development</b>	<b>Permit Fee</b>	<b>Plan Review Fee</b>
9. Establishing use for the record		
a. Applications with no construction	Base fee x 1.5	None
b. Applications with construction: Refer to Table C-1, item #17, for additional Land Use Fees that apply to this permit type	100% of DFI	100% of DFI
10. Building review associated with platting actions and/or LBAs	None	DPD hourly rate
11. Noise survey reviews	None	DPD hourly rate; 1-hour minimum
12. Parking facilities		
a. Outside a building	See Sec. 22.900D.060	
b. Within or on a building	See Sec. 22.900D.010.C	
13. Renewal fees		
a. Development permits and separate mechanical permits where original plans will be changed	DPD hourly rate	DPD hourly rate
b. Development permits other than separate mechanical where no change will be made to original plans	Base fee x 1.5	
c. Separate mechanical where no change will be made to original plans	Base fee x 1	
<i>Continued on Next Page</i>		

<b>TABLE D-2 – Continued</b>		
14. Single-family earthquake retrofit		
a. Permit for work in full compliance with Project Impact Standards/Plans	Base fee x 1	None
b. Permit for work in partial compliance with Project Impact Standards/Plans with additional engineering design of those portions not in compliance	Base fee x 1	DPD hourly rate with 1 hour minimum
c. Voluntary seismic upgrades requiring full engineering/design and not per Project Impact Standards/Plans	100% of DFI	100% of DFI
15. Special inspection	Base fee x 1	
16. Swimming pools <sup>4</sup> :		
a. Unenclosed pools accessory to Group R-3 Occupancy	Base fee x 4	
b. Unenclosed pools accessory to occupancies other than Group R-3	Base fee x 6	
c. Principal use unenclosed pools	Base fee x 6	
d. Future construction of an unenclosed swimming pool	Base fee x 1	
e. Initial approval of standard plan for swimming pool accessory to Group R-3 Occupancy	Base fee x 5	
f. Subsequent review of application based on approved swimming pool standard plan	Base fee x 1.5	
17. Temporary structures, such as commercial coaches <sup>5</sup>	Base fee x 2 per structure	
18. Temporary use permits		
a. For 4 weeks or less <sup>6</sup>	Base fee x 1.5	
b. For more than 4 weeks <sup>6</sup>	Base fee x 2	
19. Phased Permits		
a. Value ≤\$5,000,000 in value	Base fee x 1	
b. Value >\$5,000,000 in value	Base fee x 2	
20. ECA Small Project Waiver on a building permit	None	DPD hourly rate; 0.25 hour minimum
21. Street Improvement Exceptions on a building permit	DPD Land Use Hourly x 2	Land Use Hourly rate for each review hour spent beyond 2 hour minimum fee
<i>Continued on Next Page</i>		

<b>TABLE D-2 – Continued</b>		
22. Building Permit Shop Drawings	None	DPD hourly rate: 1.75 hour minimum
23. Sprinkler Shop Drawings	None	DPD hourly rate: 0.75 hour minimum
24. Sprinkler Only Permit Submittals (New and/or Add/Alt)	Base fee x 0.75	See Section 22.900.G – Fire Department Fees.
25. Code Alternate Request	None	DPD hourly rate, 2 hour minimum

**Notes to Table D-2:**

1. The minimum permit fee or plan review fee for value-based fees is \$150.
2. The minimum plan review fee for Subject To Field Inspection (STFI) value-based plan review is \$60.
3. This fee is applicable only to those initial tenants that reflect the use and occupancy established in the shell and core permit. The value used shall be the new construction value used in calculating value for the core and shell permit.
4. When a swimming pool is located within an enclosed building and is included in the building plans for that building, a separate fee shall not be charged for the swimming pool. The swimming pool area will be considered as floor area of the principal occupancy of the building.
5. This fee shall not apply to any on-site, temporary construction office where a valid building permit is in force.
6. Master use permit fees for such temporary uses shall be charged according to Table C-1.

**F. Blanket Permits.**

1. The application fee for a blanket permit to cover initial nonstructural tenant alterations within the first three years of the first tenant alteration permit shall be charged at the rate of \$4.75 per 100 square feet of space to be improved within the life of the permit. A deposit based on the estimated value of the work to be completed during the life of the permit shall be collected at the time of application. As individual tenant spaces are reviewed, the amount of the fee equivalent to the floor space examined shall be deducted from the deposit per Table D-2.
2. The application fee for a blanket permit to cover nonstructural tenant alterations in previously-occupied space, or to cover initial nonstructural tenant alterations after three years of the first tenant alteration permit, is one (1) times the base fee. A deposit based on the estimated value of the proposed work within 18 months shall be collected at the time of application. As individual tenant spaces are reviewed, the fee for the work to be done shall be calculated according to Table D-2 and deducted from the deposit.
3. When the estimated blanket fee deposit is used up in less time than the life of the permit and work remains to be done, an additional deposit shall be paid based on the estimated floor area remaining to be improved during the remaining life of the permit. When a portion of the deposit is unused at the end of the life of the permit and work remains to be done, credit for the balance of the deposit may be transferred from the expiring permit to a new blanket permit. To minimize additional accounting costs associated with blanket permits,

where more than two deposits are made during the life of the blanket permit, the minimum amount of each subsequent deposit shall be \$2,000.00.

G. Revisions to Issued Permits

Fees for revisions to issued permits shall be charged according to standards promulgated by the Director that approximate the additional cost of reviewing the revisions. A nonrefundable fee of one (1) times the base fee shall be paid at the time the revisions are submitted.

H. Certificate of Occupancy.

The issuance of a Certificate of Occupancy for existing buildings, either where no Certificate of Occupancy has previously been issued or where a change of occupancy is requested, requires a building permit. When there is no construction valuation (there is no work which would require a building permit), the minimum building permit fee shall be assessed. In addition to the minimum building permit fee, where records research, plan examination or inspection is required, charges shall be assessed at the DPD hourly rate. Where work is being done as authorized by a permit, the permanent Certificate of Occupancy fee is not assessed in addition to the building permit fee. The fee for a temporary Certificate of Occupancy shall be charged at the rate of one-half (1/2) the base fee. The fee for the duplication of a Certificate of Occupancy is \$29.50 unless records research, plan examination or inspection is required, in which case charges shall be assessed at the DPD hourly rate.

I. Building Pre-application Conferences.

1. Required Building Pre-application Conferences. When there is a requirement for a pre-application or pre-design conference, such as buildings subject to the Seattle Building Code special provisions for atriums (Section 404), or highrise buildings (Section 403), 35 percent of the estimated plan review fee for the structure shall be charged and paid as specified in Section 22.900D.010.B, and applied toward the development permit fee provided the permit application is made within six months of the date of the pre-application conference. (See Table C-1 for land use pre-application conference fees.)
2. Other Building Pre-application Conferences. When a pre-application conference is requested by the applicant but is not required by Code, a fee equal to 1.5 times the base fee shall be paid no later than the time of the conference. Such fee is required for each meeting held on a project. In addition to the minimum building pre-application conference fee, where additional staff, research, preliminary plan examination or inspection is required, charges shall be assessed at the DPD hourly rate and shall be charged and paid as specified in Section 22.900D.010B.

J. Correction Fee.

After written notice to the applicant, a Correction Fee of \$320 will be charged for each additional correction cycle required due to lack of adequate response from the applicant.

[K. Refunds – See Director’s Rule]

L. Renewals.

Fees for renewal of permits shall be charged according to Table D-2. When the fee for a new permit would be less than 1.5 times the base fee, then the fee to renew the permit shall be the same as for a new permit.

M. Reestablishment.

The following fee shall be charged for reestablishment of development permits.

1. Three times the base fee; plus
2. If changes are made to the original plans, an additional fee shall be charged for inspection and/or plan examination at the DPD hourly rate.

When the fee for a new permit would be less than three times the base fee, then the fee to reestablish the permit shall be the same as for a new permit.

**22.900D.020 Repealed**

See Section 22.900D.145.

**22.900D.030 Concrete mix design approval**

The fee for the evaluation of a concrete design mix is one-half (1/2) times the base fee, paid in advance of the evaluation decision being rendered.

**22.900D.040 Repealed**

See Section 22.900D.145.

**22.900D.050 Repealed**

See Section 22.900D.145.

**22.900D.060 Fees for parking facilities outside of buildings**

- A. A fee for parking facilities outside of buildings shall be charged for the review of plans to regrade and resurface existing parking facilities, to reconfigure existing parking facilities (rearrange parking spaces and aisles), to establish parking facilities on existing paved areas, and to establish and construct new parking facilities, whether the principal use of a lot or accessory to another use, as provided in Table D-7. (Parking facilities within buildings shall be charged fees in accordance with Section 22.900D.010.)
- B. In determining the area of the parking facility, all aisles and landscape areas internal to the parking facility shall be included. Driveways to the parking facility and landscape areas on the periphery of the parking facility shall not be included.
- C. These fees shall not apply to any parking facility which is underground and within a structure or on the roof of a structure, or to any extension of a parking facility which is primarily under a building, provided that the uncovered extension is no more than four feet beyond the footprint of the building. The fees for these parking facilities shall be charged in accordance with Section 22.900D.010.

<b>Table D-7 — Parking Facilities Fees</b>		
<b>Parking Lot Size (Square Feet of Gross Parking Area <sup>1</sup>)</b>	<b>Fee Without Associated Building or Use Permit <sup>2</sup></b>	<b>Fee With Associated Building or Use Permit <sup>2</sup></b>
Over 4,000	Base fee x 3	Base fee x 2.5
2,000-4,000	Base fee x 2.5	Base fee x 1.5
Less than 2,000	Base fee x 1	No fee

**Notes to Table D-7:**

1. Where an existing parking facility is being reconfigured, gross parking area shall be the area being reconfigured.
  2. Associated building or use permits are permits that have not expired (or are still going through the review process).
- D. The fee for renewal or reestablishment of a permit for a parking facility is one and one-half (1.5) times the base fee where there are no changes in the plans. If changes are made to the original plans, an additional fee shall be charged for inspection and/or plan examination at the DPD hourly rate.

**22.900D.070 Floodplain development approval or license fee**

The fee for processing and review of applications for floodplain development approvals shall be charged at the rate of one and one-half (1.5) times the base fee, except that the fee for processing and review of applications for a floodplain development license shall be charged at the rate of one (1) times the base fee.

**22.900D.080 Demolitions and relocations**

- A. Demolition. The fee for demolition permits is one and one-half (1.5) times the base fee.
- B. Relocation other than floating homes.
  1. The fee to relocate a building from within the City to a location outside of the City is one and one-half (1.5) times the base fee demolition fee for the site from which the building is moved.
  2. The fee to relocate a building to any location within the City limits includes:
    - a. an amount calculated according to Table D-2 as for new construction for the foundation and additions to the building; and
    - b. a fee for alterations to the building calculated as for alterations to other buildings; and
    - c. One and one-half (1.5) times the base fee demolition fee for the site from which the building is moved.
  3. Relocation permits require a deposit or bond of \$10,000.00, refundable upon the completion and approval of the foundation and framing.

C. Floating home relocation.

The fee to relocate a floating home shall be charged at the rate of one and one-half (1.5) times the base fee.

**22.900D.090 Permit fees for mechanical equipment and systems, other than boilers and pressure vessels and refrigeration systems**

- A. Mechanical permit fees for the installation, replacement or major alteration of heating equipment, incinerators and other miscellaneous heat-producing appliances shall be charged as set in Table D-8. Fees shall be charged for each furnace when it is applied for without plans. No separate fee shall be charged for a furnace when it is included in plans for a mechanical air-moving system submitted for a mechanical permit.
- B. Mechanical permits are considered part of a building permit, with no additional fee, when mechanical plans are reviewed at the same time as structural and architectural plans for the same building project. The fees for a separate mechanical permit for installation, alteration or repair of mechanical air-moving systems, including ducts attached thereto, associated nonresidential heating and cooling equipment, and mechanical exhaust hoods, including ducts attached thereto, are charged per Table D-2. See Table D-12 for rates for burners installed in boilers.
- C. The fee to renew or reestablish a furnace permit is 0.5 the base fee.

<b>Table D-8 — Permit Fees for Mechanical Equipment</b>	
Type of Installation	Fee
Forced air, gravity-type, or floor furnace, gas or oil suspended heater, heat pump, recessed wall heater or floor-mounted space heater, wall furnace, circulating heater or woodstove/fireplace insert, including ducts and burners attached thereto	\$118 per unit
New gas or oil burners and newly installed used gas or oil burners <sup>1</sup>	\$118 per unit
Appliance vents Class A, B, BW or L when installed separately	\$94 per unit
Mechanical air-moving systems	See Table D-2
Appliances or equipment or other work not classed in other categories, or for which no other fee is listed.	Hourly at the DPD hourly rate Minimum of 1/2 hour

**22.900D.100 Refrigeration equipment and systems**

- A. Fees for the installation, addition, repair, replacement and alteration of refrigeration equipment and systems shall be charged as set in Table D-10.
- B. Temporary installations of ten days' duration or less, made for the purposes of exhibition, display or demonstration shall be charged a fee of \$52 for each installation.

<b>Table D-10 — Refrigeration Permit Fees<sup>1</sup></b>	
<b>Type or Size of System/Equipment</b>	<b>Fee</b>
Basic fee <sup>2</sup>	\$56
Additional installation fee per compressor	
0–5 HP	\$56
6–25 HP	\$112
26–100 HP	\$211
101–500 HP	\$298
Over 500 HP	\$362
<b>Repair and alteration (value of work)</b>	
\$0 – \$1,000	\$56
\$1,001 – \$5,000	\$81
\$5,001 – \$10,000	\$140
Over \$10,000	\$139 plus \$56/each \$5,000 or fraction thereof of valuation above \$10,000

**Notes to Table D-10:**

1. Where the application for permit shows cooling tonnage rather than horsepower, the fees of this table shall apply at a rate of one horsepower equals one ton of cooling capacity.
  2. The basic fee applies to new installations, repairs and alterations.
- D. The fee to renew or reestablish a refrigeration permit is one-half (1/2) the base fee.

**22.900D.110 New installations and alterations of boilers and pressure vessels**

- A. Fees for the installation of boilers and pressure vessels shall be charged as set in Table D-12. The fee for alteration or repair of boilers and pressure vessels when an inspection is required is a minimum fee of one-half (1/2) times the base fee and a fee for inspection time beyond the first one-half (1/2) hour at the DPD hourly rate.
- B. The fee to renew or reestablish a boiler permit is one-half (1/2) the base fee.

<b>Table D-12 — Installation Fees for Boilers and Pressure Vessels</b>			
<b>Type Of Installation</b>		<b>Installation Fee</b>	
Boilers	Heated By Combustion Products Heating—Surface (In Square Feet)	Electric Power Input (In KW)	
	0–250	0–200	\$194.00
	>250–500	201–400	\$289.00
	>500–750	401–600	\$388.00
	>750–1,000	601–800	\$559.00
	> 1,000	Over 800	\$707.00
Pressure vessels <sup>1</sup>	Length times diameter in square feet		
	0–15		\$130.00
	>15–30		\$171.00
	>30–50		\$247.00
	>50–100		\$318.00
	>100		\$388.00
Burner <sup>2</sup>	0–12,500,000 Btu/hr		\$194.00 (each fuel)
	Over 12,500,000 Btu/hr		\$301.00 (each fuel)
Automatic certification	0–12,500,000 Btu/hr		\$194.00 (each fuel)
	Over 12,500,000 Btu/hr		\$301.00 (each fuel)
Monitoring System	Per Boiler		\$359.00

**Notes to Table D-12:**

1. Rating size is the product of the two greatest dimensions of the vessel: diameter X overall length for the cylindrical vessels; maximum width X maximum length for rectangular vessels.
2. When a burner is installed in conjunction with a boiler, a separate fee shall not be charged for the burner.

**22.900D.120 Repealed**

**22.900D.130 Shop and field assembly inspections**

- A. The Director may, upon written request of any manufacturer or assembler licensed to do business in the City of Seattle who has an appropriate American Society of Mechanical Engineers (ASME) Boiler and Pressure Vessel Code Symbol and holds a valid Certificate of Authorization from the ASME, make shop and field assembly inspection of boilers, boiler piping and unfired pressure vessels and provide for certification of manufacturers' data reports of such inspections as may be required by the ASME Boiler and Pressure Vessel Code rules. This service shall be

provided only when the equipment is to be installed within the City of Seattle, and only when the applicant is unable to obtain inspections from private inspection agencies or other governmental authorities.

- B. Fees for shop and field assembly inspection of boilers and pressure vessels shall be charged at the same rate as the installation fees for the equipment or at the DPD hourly rate, with a minimum fee charged at the rate of one (1) times the base fee for any one (1) inspection.
- C. Fees for inspection requested for other than shop and field assembly inspection shall be charged at the DPD hourly rate, with a minimum fee charged at the rate of one (1) times the base fee for any one (1) inspection.
- D. No fee shall be charged for the emergency inspection of a boiler or pressure vessel which has burst, burned or suffered other accidental damage, provided the boiler or pressure vessel is covered by a current valid certificate of inspection.

#### **22.900D.140 New installations and alterations of elevators and other conveyances**

- A. Permit fees for new installations and relocations of passenger or freight elevators, automobile parking elevators, escalators, moving walks, material lifts, dumbwaiters, lifts, private residence elevators and other conveyances shall be charged as set forth in Table D-13.
- B. The permit fee for alterations and repairs to existing elevators, escalators, lifts, moving walks, dumbwaiters, and other conveyances shall be charged on a valuation basis as set forth in Table D-13, provided that in no case shall the fee for alteration or repair exceed the fee if the same were a new installation.
- C. The fee for a temporary, 60-day operating permit is one (1) times the base fee.
- D. The fee to renew or reestablish an elevator permit is one-half (1/2) the base fee.

<b>Table D-13 — Permit Fees for Elevators and Other Conveyances<sup>1, 2, 3, 4</sup></b>	
<b>Type of Conveyance</b>	<b>Fee</b>
<b>New Installations and Relocations</b>	
Hydraulic elevators	\$507.00 plus \$44.00 per hoistway opening
Cabled geared and gearless elevators	\$973.00 plus \$74.00 per hoistway opening
Residential hydraulic and cabled elevators	\$383.00
Dumbwaiters, manual doors	\$184.00 plus \$22.50 per hoistway opening
Dumbwaiters, power doors	\$184.00 plus \$52.00 per hoistway opening
Escalators and moving walks	\$1,444.00 plus the following: (width in inches + run in feet + vertical rise in feet) x \$4.40
Accessibility lifts (vertical and inclined)	\$295.00
Material lifts	\$354.00
<b>Alterations &amp; Repairs</b>	
Accessibility lifts (vertical and inclined)	\$147.00 plus \$22.50 for each \$1,000 of construction value or fraction thereof.
Other elevators, escalators, walks, dumbwaiters and lifts	\$177.00 plus \$29.00 for each \$1,000 of construction value or fraction thereof.
Elevator Cosmetic Alterations Only:	
Weight differential less than or equal to 5%	\$177.00 plus \$29.00 for each \$1,000.00 of construction value or fraction thereof, to a maximum fee of \$354.00
Weight differential greater than 5%	\$177.00 plus \$29.00 for each \$1,000.00 of construction value or fraction thereof.
Alteration or replacement of a door opening device	\$212.00 per opening device

**Notes to Table D-13:**

1. Each separately-powered unit is considered a separate conveyance. Applications and permits shall be issued accordingly. (See Seattle Building Code Section 3006.1.)
2. Installation fees include charges for electrical equipment installed in connection with any conveyance and such equipment shall not be subject to a separate electrical permit and fee.
3. Each of these fees includes a nonrefundable portion in the amount of one (1) times the base fee.
4. The fee for alteration and repair shall not exceed the fee for the same device if installed as new.

## **22.900D.145 Site and Geotechnical review fee**

- A. The fees for plan review and inspection of the following are as provided in this section and Table D-SR:
  - 1. Land-disturbing activity as defined in the Stormwater Code SMC 22.801.130; and
  - 2. Drainage, including temporary drainage and erosion and sedimentation control.
- B. The minimum fees for site and geotechnical review are specified in Table D-SR, and shall be paid at the time specified in the Table. Hourly fees due in addition to the minimum fee will be calculated during review and prior to final inspection, issuance of Certificate of Occupancy or permit expiration. Payment of hourly fees is due at the times specified in Table D-SR or may be charged in accordance with Section 22.900B.010.
- C. The charge for review time, including site and geotechnical inspections in excess of the time included in the minimum fee, is the DPD hourly rate. Accrued hours shall be billed and payable upon receipt of invoice.
- D. The fee for third party review as specified in the environmentally critical areas regulations, Seattle Municipal Code Section 25.09.080C, and for shoring review is the contract cost to the Department for the review plus an amount equal to 15 percent of the contract amount for administration and review of the third party geotechnical report and professional opinion. Seventy-five percent of the estimated contract amount shall be paid prior to the contract award.
- E. Site review fees are nonrefundable.

<b>Table D-SR — Site and Geotechnical Review Fee</b>				
<b>Type of Site Review</b>	<b>Minimum Fee</b>	<b>Time at Which Minimum Fee is Due</b>	<b>Review Time Included in Minimum Fee</b>	<b>Time at Which Hourly Fees are Due</b>
1. Pre-application site inspection	¾ hour at the DPD hourly rate	At the time of application intake	3/4 hour	At the time of application intake
2. Drainage or grading review separate from a development permit or as part of a MUP application	1 hour for each type at the DPD hourly rate	At the time of application intake	1 hour each	At the time of permit issuance
3. Review to determine Environmentally Critical Area exemption <sup>1</sup>	½ hour at the DPD hourly rate	At the time of application intake	1/2 hour	At the time of decision
4. Site located in Environmentally Critical Area unless fully exempt from ECA standards	2-½ hours at the DPD hourly rate	At the time of application intake	2-1/2 hours	At the time of permit issuance
5. Sites requiring either Geotechnical or Drainage review or both	DPD hourly ¼ hour minimum	At the time of Permit issuance	Not Applicable	At the time of permit issuance
6. Post-Issuance Geotechnical Review for all permits with geotechnical special inspections	1 hour at the DPD hourly rate	At the time of permit issuance	1 hour	At the time of final inspection, issuance of Certificate of Occupancy or permit expiration.
<i>Continued on Next Page</i>				

<b>TABLE D-SR - Continued</b>			
<b>POST-ISSUANCE SITE INSPECTIONS AND OTHER REVIEWS</b>			
<b>Type / DEPTCM / Action Class</b>	<b>Worktype</b>	<b>ECA Filter/Action Type</b>	<b>Rate</b>
3001 (building) / Single Family New	Full + Full C	ECA types (1, 2, 8)	2.5 x base rate
3001 (building) / Single Family New	Full + Full C	ECA types (3, 4, 5, 6, 7, 9, 10)	1.5 x base rate
3001 (building) / Single Family New	Full + Full C	Non ECA	1.5 x base rate
3001 / Single Family New	Field Full	ECA types (1, 2, 8)	2 x base rate
3001 / Single Family New	Field Full	ECA types (3, 4, 5, 6, 7, 9, 10)	1 x base rate
3001 / Single Family New	Field Full	Non ECA	1 x base rate
3001 / Single Family Add Alt	Full + Full C	ECA types (1, 2, 8)	1.5 x base rate
3001 / Single Family Add Alt	Full + Full C	ECA types (3, 4, 5, 6, 7, 9, 10)	1.25 x base rate
3001 / Single Family Add Alt	Full + Full C	Non ECA	1.25 x base rate
3001 / Single Family Add Alt	Field Full	ECA types (1, 2, 8)	1.25 x base rate
3001 / Single Family Add Alt	Field Full	ECA types (3, 4, 5, 6, 7, 9, 10)	1 x base rate
3001 / Single Family Add Alt	Field Full	Non ECA	1 x base rate
3001 / Commercial New	Full + Full C	ECA types (1, 2, 8)	4.5 x base rate
3001 / Commercial New	Full + Full C	ECA types (3, 4, 5, 6, 7, 9, 10)	3 x base rate
3001 / Commercial New	Full + Full C	Non ECA	3 x base rate
3001 / Commercial New	Field Full	ECA types (1, 2, 8)	3 x base rate
3001 / Commercial New	Field Full	ECA types (3, 4, 5, 6, 7, 9, 10)	1.5 x base rate
3001 / Commercial New	Field Full	Non ECA	1.5 x base rate
3001 / Commercial Add Alt	Full + Full C	ECA types (1, 2, 8)	2.5 x base rate
3001 / Commercial Add Alt	Full + Full C	ECA types (3, 4, 5, 6, 7, 9, 10)	2 x base rate
3001 / Commercial Add Alt	Full + Full C	Non ECA	2 x base rate
3001 / Commercial Add Alt	Field Full	ECA types (1, 2, 8)	2 x base rate
3001 / Commercial Add Alt	Field Full	ECA types (3, 4, 5, 6, 7, 9, 10)	2 x base rate
3001 / Commercial Add Alt	Field Full	Non ECA	2 x base rate
3002 / Demo	All Worktypes	Demo Only	½ x base rate
3001 / Other	All Worktypes	Temp and None	½ x base rate
3005 / Grading Only	Full + Full C	Grading Only	2.5 x base rate
3005 / Grading Only	Field Full	Grading Only	1 x base rate

**Note to Table D-SR:**

1. The fee for review of possible exemptions applies regardless of the review's outcome.

## **22.900D.150 Electrical permit fees**

### **A. Permit fees when plans and specifications are reviewed:**

1. Permit fees for electrical installations for which plans and specifications are reviewed by the Director shall be charged on a valuation basis as set forth in Table D-14.
2. When approved by the Director to submit plans for advance plan examination, 50 percent of the estimated permit fee shall be collected at the time of the permit application and plan submittal.
3. The Director shall determine the value of the construction, which is the value to the vendee of all labor, material, fittings, apparatus and the like, whether actually paid for or not, supplied by the permit holder and/or installed by the permit holder as a part of, or in connection with, a complete electrical system, but which does not include the cost of utilizing equipment connected to the electrical system. The Director may require verification of the stated cost of any work subject to these fees.

When the cost of any proposed installation is unknown, an estimate of the cost shall be made and used to compute the permit fee.

The permit fee specified in Table D-14 is due at the time of application. Upon completion of the installation, a fee adjustment may be made in favor of the City or the permit holder, if requested by either party.

4. When a duplicate set of approved plans is submitted for examination and approval at any time after a permit has been issued on the original approved plans, hourly charges for Departmental work shall be assessed.

### **B. Permit fees when plans and specifications are not required:**

1. Permit fees for electrical installations, additions and alterations for which plans and specifications are not required shall be as set forth in Table D-15. The permit fee specified in Table D-15 is due at the time of application.
2. Permit fees for temporary electrical installations shall be charged for services only at the rate set forth in Table D-15.
3. When the base fee and DPD hourly rate are used to calculate the fee in Table D-15, use Section 22.900B.010 to determine the permit fee.

### **C. Phased permits:**

1. When an electrical project is proposed to be installed in phases and the Director determines that separate electrical permits may be issued for portions of the project, the permit fee for the initial permits shall be based on the estimated value of the work under that permit according to Table D-14. The fee for the final permit shall be the fee based on the total value of the electrical installations minus the sum of the values of the initial permits.
2. Where an applicant requests that an application for a permit be divided into separate applications subsequent to the initial submittal of a unified application, an additional fee shall be charged at the rate of one times the base fee for each separate application which results from the division.

<b>Table D-14 — Electrical Permit Fees (when plans are reviewed)</b>	
<b>Total Valuation</b>	<b>Fee</b>
\$0 to \$1,000	\$150 for the first \$1,000 or fraction thereof.
\$1,001 to \$5,000	\$150 for the first \$1,000 plus \$6 for each additional \$100 or fraction thereof.
\$5,001 to \$50,000	\$390 for the first \$5,000 plus \$2.50 for each additional \$100.00 or fraction thereof.
\$50,001 to 100,000	\$1,515 for the first \$50,000 plus \$2 for each additional \$100 or fraction thereof.
\$100,001 to \$500,000	\$2,515 for the first \$100,000 plus \$7.50 for each additional \$1,000 or fraction thereof.
\$500,001 to \$1,000,000	\$5,515 for the first \$500,000 plus \$6 for each additional \$1,000 or fraction thereof.
\$1,000,001 to \$3,000,000	\$8,515 for the first \$1,000,000 plus \$4 for each additional \$1,000 or fraction thereof.
\$3,000,001 and up	\$16,515 for the first \$3,000,000 plus \$2 for each additional \$1,000 or fraction thereof.

<b>Table D-15 — Electrical Permit Fees* (when plans are not required)</b>		
<b>1. Administrative Fee</b>		
a. An administrative fee of \$60 will be charged in addition to the other fees specified in this table for all items except item 9.		
b. An administrative fee of \$48 will be charged when work is added to an existing permit and when other information is changed.		
<b>2. Services</b>		
a. Services (installation, relocation and temporary installations; size based on conductor ampacity)	<b>Size</b>	<b>Fee</b>
	1 - 125A	½ x base fee
	126 - 200A	¾ x base fee
	201 - 300A	1 x base fee
	301 – 400A	1.5 x base fee
	401 – 599A	2 x base fee
b. Temporary construction power for single-family residence	Any	1.2 x base fee
<b>3. Feeders<sup>1</sup></b>		
<b>Size</b>	<b>120v-480v</b>	<b>&gt;480v</b>
15-25A	\$14	¼ x base fee
30-50A	\$29	¼ x base fee
60-125A	½ x base fee	½ x base fee
150A & less than 400A	¾ x base fee	1 x base fee
400A	plan review required	plan review required
<i>Continued on Next Page</i>		

**TABLE D-15 – Continued**

<b>4. Connections, Devices and Branch Circuits<sup>2</sup></b>	
<b>a. Connections</b>	<b>Fee</b>
Light outlet, switches, receptacles, fixtures <sup>3</sup> , residential-type fan	\$1.75 each
Track lighting or multi-outlet assembly	\$1.75 for every 2 feet of track
<b>b. Devices and Branch Circuits</b>	<b>Fee</b>
Dimmer (commercial 2,000 watt or over)	\$9 each
Non-electrical furnace <sup>4</sup>	\$4 each
Dedicated appliances & utilization circuits (cord and plug or direct wired)	
(15-25A)	\$14 each
(30-50A)	\$29 each
Range	\$29 each
Water heater (220 volt)	\$29 each
Floodlight <sup>5</sup>	\$6.40 each
Sign	\$36 each
<b>5. Transformer Installations<sup>6</sup></b>	
Up to 300 VA	\$6.40
300 VA to 6 KVA	\$14
7 KVA to 15 KVA	\$43
16 KVA to 45 KVA	½ x base fee
46 KVA to 112.5 KVA	¾ x base fee
>113 KVA	1 x base fee
<b>6. Motor Installations</b>	
Up to 1/3 HP	\$6.40
1/3 HP to ¾ HP	\$14
1 HP to 3 HP	\$21
4 HP to 5 HP	\$27
6 HP to 20 HP	¼ x base fee
21 HP to 50 HP	½ x base fee
>51 HP	¾ x base fee
<b>7. Electrical Furnaces and Heaters</b>	
Up to 2 KW	\$6.40
2 KW to 5 KW	\$14
6 KW to 15 KW	\$18
16 KW to 30 KW	¼ x base fee
31 KW to 100 KW	½ x base fee
>101 KW	¾ x base fee
<i>Continued on Next Page</i>	

<b>TABLE D-15 – Continued</b>		
<b>8. Low-voltage and Communication Systems</b>		
	<b>Fee</b>	
a. Low-voltage systems <sup>7</sup> – sound systems, security systems, fire alarms, nurse call, industrial controls and similar	Requires separate permit for each system.	
Control unit	\$11 each	
Device (activating, horn, alarm, etc.)	\$1.75 each	
Control systems (>100 volts) shall be based on the feeder schedule.		
b. Communications systems <sup>8</sup> – voice cable, data cable, coaxial cable, fiber optics and similar	The minimum fee is \$420.	
Control unit	\$11 each	
Outlet	\$1.75 each	
<b>9. Special Events</b>		
a. Inspections occurring during normal business hours – Hourly at the DPD hourly rate; minimum ½ hour		
b. Inspections occurring outside normal business hours – Hourly at the DPD hourly rate; minimum 1½ hour		
<b>10. Inspections for which no other fee is listed; including but not limited to Conditional Work and “Get Started” permits</b>		
Each	Hourly at the DPD hourly rate; minimum ½ hour	
<b>11. Renewable Energy Systems (photovoltaic, wind power generation, etc.)</b>		
0 KW to 6 KW	¾ base fee	
7 KW to 26 KW	1 x base fee	
Over 26 KW	Plan review required	
<b>12. Size overcurrent protection for Electrical Vehicle (EV) charging stations.</b>		
Select fee for each charger to be installed.	Charging Station <b>Level 2A</b> (120-240 V 1 Phase) <b>Level 2B</b> (120-208 V 3 PHASE)	Charging Station <b>Level 3</b> (277-480 V 3 PHASE)
15 TO 25 AMP CHG STATION	\$14	¼ x base fee
30 TO 50 AMP CHG STATION	\$29	¼ x base fee
60 TO 125 AMP CHG STATION	½ x base fee	½ x base fee
150 TO 225 AMP CHG STATION	¾ x base fee	1 x base fee
250 TO 400 AMP CHG STATION	requires plan review	requires plan review
OVER 450 AMP CHG STATION	requires plan review	requires plan review
*See Electrical Code for permit exemptions		

**Notes to Table D-15:**

1. Feeders will be charged only for (a) subpanels, (b) distribution panels, and (c) branch circuits of 60 amperes or over.
2. Fees will be charged according to either section 4a or 4b. Section 4a will be used only when fees according to section 4b cannot be determined.
3. Fixtures will be charged only for replacement, reinstallation or installation separate from light outlet wiring.

4. For furnaces where service exceeds 25 amperes, provided an additional feeder fee shall not be charged. For furnaces where service is 25 amperes or less, the furnace fee shall not apply provided a feeder fee is charged.
5. Outdoor area lighting (parking lots, streets, etc.) The floodlight fee is charged per luminaire.
6. The transformer fee includes the primary feeder and one secondary feeder up to and including the first panelboard or disconnect. Additional secondary panelboards or disconnecting means are charged at the appropriate feeder rate.
7. Low-voltage systems include, but are not limited to, systems listed in Chapter 7 of the National Electrical Code.
8. Communication systems include, but are not limited to, systems listed in Article 770 and Chapter 8 of the National Electrical Code.

D. Renewals and Reestablishment.

The fee to renew or reestablish an electrical permit is 1/2 times the base fee.

**22.900D.160 Sign, awning and canopy permit fees**

A. Permanent signs.

For permanent signs, a permit fee of \$117 shall be charged for the first 100 square feet or less of the total display area of the sign plus an additional charge of \$19 for each 10 square feet or fraction thereof of total display area in excess of 100 square feet. The addition of a sign for one business entity to the structure requires a separate permit.

B. Directional Ground Signs.

Directional ground signs between 5 and 7 square feet may be measured together and assessed a fee as if a single sign.

C. Sign area.

For the purpose of this section, sign area shall be measured in accordance with Section 23.86.004 of the Land Use Code.

D. Wall signs.

The maximum fee for signs painted on or otherwise applied directly to the building wall without a frame or mechanical fasteners is \$535.

E. Awnings and canopies.

A separate permit fee is required for the installation of awnings and canopies. The fee assessed for the installation is based on the valuation of the awning or canopy and is 100 percent of the Development Fee Index as calculated according to Table D-1. This fee is separate from the fee for any sign on the awning or canopy.

F. Signs on awnings and canopies.

A permit fee separate from the awning permit fee is required for a sign installed or painted on an awning or canopy. Signs for separate business entities are assessed a separate fee whether or not on a separate awning or canopy. The subsequent addition of a sign for one business entity requires a separate permit.

G. Engineering review.

Where an application requires a structural and soils engineering review by the Department, a fee will be charged at the DPD hourly rate in addition to the fees specified above in Section 22.900D.160. The fee to be charged shall be calculated using the DPD hourly rate as specified in Section 22.900B.010 base fee and DPD hourly rate.

H. Time of payment.

Permit fees for signs, awnings and canopies shall be paid at the time of application.

I. Renewal and Reestablishment.

The fee to renew or reestablish a sign, awning or canopy permit is 1/2 the base rate.

**22.900D.170 Design Commission fees**

A. City Capital Improvement Projects, as Defined in SMC Section 3.58.020.

Design Commission fees shall be assessed at a rate of three-tenths of one percent (0.3%) of the construction cost for City capital improvement projects for which billing will commence on or before December 31, 1998, except as specified in subsections B and D of this section. Billing will occur at the time of contract award by the Department of Finance, who will forward the bills to the Department for distribution to appropriate City departments. Payment will be made through a fund transfer to the Department Operating Fund.

B. Major City Capital Improvement Projects.

Except as specified in subsection D of this section, Design Commission fees shall be assessed at a rate of up to three-tenths of one percent (0.3%) of the construction cost for major City capital improvement projects (greater than \$10,000,000 construction budget) for which billing will commence on or before December 31, 1998. The fee shall be set through negotiations with the City Budget Director and the Design Commission. Billing shall occur in accordance with a schedule agreed upon by the City Budget Director and the Design Commission.

- C. 1. For City capital improvement projects, as defined in Section 3.58.020, for which no billing commenced under subsection A or B on or before December 31, 1998, and that do not fall within an exception in subsection D of this section, the City Budget Director, the Design Commission, and each affected City department will attempt to agree on that department's projects, that are expected to be assessed by the Design Commission in the following year. If no agreement is reached by a date established by the City Budget Director, the City Budget Director will establish the list of such projects. The City Budget Director may establish the assessable appropriation of a City capital improvement below the actual appropriation in order that the project not be assessed an unduly high fee relative to the cost of the anticipated Design Commission review.
2. The City Budget Director will assess a uniform fee of up to one percent (1%) of the total of all departments' capital improvement project appropriations for those projects assessable for Design Commission fees. Such fee shall be set so as to be sufficient, when combined with other funding sources, to support the anticipated costs of the Design Commission for the following year, but in no case shall the fee exceed one percent (1%).
3. The Director of Planning and Development shall bill each department in the amount determined by the City Budget Director, and that amount shall be paid by fund transfer to the Department Operating Fund.

4. If a capital improvement project's appropriation has been included in a fee assessed under this section, but Design Commission review of that project is delayed into a future year, that appropriation amount shall not be counted again in the calculation of the fee for any future year. If review of a project on which a fee has been assessed under this subsection C is canceled, or if review commences on a project that, but for timeliness, would have been included but was not included in the calculation of a fee under this subsection C, the City Budget Director shall adjust the department's total assessable appropriation downwards or upwards, respectively, when establishing the subsequent year's fee.

D. Special Exceptions.

The Commission will bill the following projects at the hourly rate of \$100.00 per hour per Commissioner for subcommittee review, or \$700.00 per hour for full Commission review, except that fees may be waived, in whole or in part, at the discretion of the Commission with the concurrence of the City Budget Director in the following circumstances:

1. Whenever Commission fees, if charged, would be disproportionate to the sums available and could cause abandonment of the project for the following types of projects: artworks, projects funded by grants and donations, neighborhood self-help projects undertaken by volunteers and nonprofit organizations, and small capital improvements;
2. For low-income and special needs housing projects subject to Design Commission review.

E. Street Use Permit Reviews.

Street use permit reviews, which are required before issuance of a street use permit for improvements within the public right-of-way, will be billed at the hourly rate of \$100.00 per hour per Commissioner for subcommittee review, or \$700.00 per hour for full Commission review. Billing will be sent to Seattle Department of Transportation for inclusion into the plan review costs charged to the applicant, or be billed directly by the Department. For those projects billed through Seattle Department of Transportation, payment will be made by a fund transfer from the Seattle Transportation Operating Fund to the Department Operating Fund from funds paid by the applicant.

F. Early Master Use Permit Stage or Projects Outside City Contract Process.

For design review at an early Master Use Permit stage or for projects outside The City of Seattle contract award process, Design Commission fees will be billed by the Department at an hourly rate of \$100.00 per hour per Commissioner for subcommittee review, or \$700.00 per hour for full Commission review.

**CHAPTER 22.900E —  
FEES FOR CERTIFICATES AND REGISTRATIONS**

**22.900E.010 Off-premises advertising sign (billboard) registration fees**

A registration fee of three-quarters (3/4) times the base rate shall be charged initially to establish and annually to renew each face of an off-premises advertising sign (billboard). The renewal fees are due on or before July 1, 2002 and on July 1 of each subsequent year.

**22.900E.020 Boiler and pressure vessel certificates of operation**

The fee for certificates of operation for boilers and pressure vessels shall be charged in accordance with Table E-1. Where the inspection is performed by the City, the certificate fee includes the certificate of operation, the inspection and one (1) reinspection, if necessary.

<b>Table E-1 — Fees for Certificates of Operation for Boilers and Pressure Vessels</b>			
<b>Type of Installation</b>	<b>Reinspection and Certificate Fee<sup>1</sup></b>		
Boilers <sup>3</sup>	Heating By Combustion Products Heating Surface (In Square Feet)	Heated By Electricity Electric Power Input (In KW)	
	0–250	0–200	\$115.00
	251–500	201–400	\$215.00
	501–750	401–600	\$315.00
	751–1,000	601–800	\$485.00
	Over 1,000	Over 800	\$600.00
Controls and limit devices for automatic boilers (Charged in addition to those fees listed above)	Automatic boilers (input)		Annual \$115.00
	0–12,500,000 Btu		\$143.00
	Over 12,500,000		
Monitoring systems for automatic boiler (Charged in addition to those fees listed above)			Annual \$286.00
Unfired pressure vessels <sup>1,2,3</sup>	Rating Size		Biennial
	0–15		\$66.00
	16–30		\$115.00
	31–50		\$187.00
	51–100		\$244.00
	Over 100		\$359.00
Domestic water heaters located in Group A, E or I Occupancy			Biennial \$44.00

**Notes to Table E-1:**

1. Fees for boiler and pressure vessels which are inspected by authorized insurance company inspectors are 50 percent of those set forth in Table E-1; provided, that the 50 percent rate shall not apply to the charges for controls and limit devices for automatic boilers specified in Table E-1, and further provided that no fee shall be less than the minimum.
2. Rating size is the product of the two (2) greatest dimensions of the vessel: diameter X overall length for the cylindrical vessels; maximum width X maximum length for rectangular vessels.
3. Fees for low-pressure hot water supply boilers installed prior to January 1, 1989, consisting of tanks whose contents are heated by electric elements shall be charged at the same rates that apply to unfired vessels of the same size.

**22.900E.030 Fees for elevator certificates of inspection**

- A. Certificates of inspection for elevators will be issued upon acceptance inspection and for each subsequent annual reinspection after payment of the fee set in Table E-2.
- B. The fee for renewal of a certificate of inspection to operate any conveyance is as set in Table E-2.

<b>Table E-2 — Fees for Elevator Certificates of Inspection<sup>1</sup></b>	
<b>Type of Conveyance</b>	<b>Fee for Each Conveyance</b>
Hydraulic elevators	\$162.00
Cable elevators <sup>2,3</sup>	\$221.00 plus \$17.00 for each hoistway opening in excess of two
Sidewalk elevators	\$147.00
Hand-powered elevators	\$147.00
Dumbwaiters	\$147.00
Escalators and moving walks	\$221.00
Accessibility lifts (vertical and inclined)	\$147.00
Material lifts	\$147.00
Fire emergency systems, Phase I or both Phase I and Phase II	\$74.00

**Notes to Table E-2:**

1. Each separately-powered unit is considered a separate conveyance. Separate applications and permits are required for each conveyance. (See Section 3006.1, Seattle Building Code.)
2. Elevators having a continuous hoistway wall of 100 feet or more without openings shall be charged a fee of \$359.00 plus \$16.50 for each hoistway opening in excess of two (2).
3. The fee for roped hydraulic elevators is the same as cable elevators.

**22.900E.040 Refrigeration systems annual operating permit fee**

The annual operating permit fee for any refrigeration system is calculated according to Table E-3. The fee for multiple systems on a single premises is based upon the total motor horsepower at the premises.

<b>Table E-3 — Refrigeration Systems Annual Operating Fees</b>	
<b>Size of equipment</b>	<b>Fee</b>
0 – 50 HP	\$111
51 – 100 HP	\$169
Over 100 HP	\$238
Over 100 HP (Type 2 refrigerant)	\$349

**22.900E.050 Boiler, refrigeration and gas piping licenses and examinations**

Fees for boiler, refrigeration and gas piping examination and annual license fees, payable in advance, shall be charged as set in Table E-4.

<b>Table E-4 — Fees for Boiler, Refrigeration, and Gas Piping Licenses and Examinations</b>	
<b>License fees:</b> <sup>1</sup>	
Refrigeration Contractor	
Class A	\$189
Class B	\$189
Class C	\$302
Journeyman refrigeration mechanic	\$85
Refrigeration operating engineer	\$85
Steam engineers and boiler firemen (all grades)	\$85
Boiler supervisor, all grades	\$94
Gas piping mechanic	\$85
<b>Examination fees – all licenses</b>	<b>\$38</b>

**Note to Table E-4:**

1. When a license is issued that will expire in less than six months from the date of issuance, the fee is 1/2 the annual fee.

### **22.900E.060 Registration of special inspectors**

- A. The fee for the initial examination of an applicant for registration as a registered special inspector, including the Special Inspector Certificate of Registration, shall be charged at the rate of 1.5 times the base fee.
- B. Special inspectors who wish to be registered for additional categories shall take an examination for each new category. The fee for each additional examination shall be charged at the rate of one times the base fee.
- C. The fee for renewal of a Special Inspector Certificate of Registration covering one or more types of inspection for which the registrant has been qualified is \$47.
- D. The fee for a special inspector to repeat an examination shall be charged at the rate of one times the base fee.

### **22.900E.070 Certification of fabrication plants**

A fee of three times the base fee shall be charged for certification of an approved fabricator's manufacturing plant at the time of initial application for approval. The fee to renew an approved fabricator's manufacturing plant certification is one and one-half (1.5) times the base fee.

### **22.900E.080 Revisions to current special inspection authorizations**

When changes to the authorized special inspections or inspectors are requested, separate from a permit revision, a fee shall be charged for each additional change, after the first such change. The fee is one-half (1/2) times the base fee for any changes that occur at one (1) time for a single permit. All fees shall be paid prior to final Department approval of the special inspections.

**CHAPTER 22.900F —  
COMPLIANCE AND OTHER INSPECTIONS**

**22.900F.010 Monitoring vacant buildings**

- A. A quarterly reinspection fee shall be charged as set forth in Table F-1 for reinspections of buildings closed pursuant to or in response to the requirements of the Housing and Building Maintenance Code. Building and premises shall be maintained per the standards of the Housing and Building Maintenance Code, Land Use Code, Solid Waste Code and Weeds and Vegetation Ordinance.

<b>Table F-1 — Monitoring Vacant Buildings</b>	
<b>Condition of Premises</b>	<b>Fee</b>
Building is closed to entry and premises are in compliance with applicable codes.	\$208
Building is closed to entry and premises are not in compliance with applicable codes.	\$346
Building is not closed to entry regardless of compliance with applicable codes.	\$415

- B. The Department shall send a bill to the taxpayer and/or owner of record of each property inspected.

**22.900F.020 Noise fees**

- A. Certain construction and land use proposals require noise survey reviews. Project review shall be charged according to Table F-2. Any hourly fees owed shall be paid prior to the publication of a decision on the application and prior to issuance of the permit. Accrued hours, actual charges and fees paid shall be reconciled and all outstanding balances shall be due and payable on demand. In cases where no published decision is required, hourly fees owed shall be paid prior to issuance of the permit, or issuance of a letter.
- B. Applications for noise variances shall be charged according to Table F-2, except for applications for temporary noise variances as components of a master filming permit issued pursuant to SMC Section 15.35.010 which shall be charged as part of the single fee for the master filming permit. In addition to the amounts specified in Table F-2, applicants shall reimburse the Department for actual costs associated with review of the application.

The fee for renewal of noise variances is the same as for new applications.

Fees for noise variances are not refundable.

<b>Table F-2 — Noise Fees</b>			
<b>Type</b>	<b>Permit Fee</b>	<b>Land Use Review</b>	<b>Other Project Hourly Fees</b>
Temporary noise variance (No separate fee when issued as part of a master filming permit)	DPD base fee X 1	None	None
Economic, Technical, or Major Public Project variance	DPD base fee X 1	Land Use hourly rate	DPD hourly rate – 2 hour minimum
Noise survey reviews, inspections and monitoring on Land Use and Construction permits	None	None	DPD hourly rate – 1 hour minimum

**22.900F.030 Research and inspection on notices of violation**

The fee to conduct research to issue a certificate to clear the title records of a property cited with a Notice of Violation shall be charged at the rate of one-half (1/2) times the base fee. If an inspection in the field is also performed an additional fee at the rate of one (1) times the base fee shall be charged.

**22.900F.040 Advisory Housing and Building Maintenance Code and condominium conversion inspection**

- A. The fee for advisory inspections requested pursuant to the Housing and Building Maintenance Code or inspections required by the Condominium Conversion Ordinance and the Cooperative Conversion Ordinance shall be charged at the rate of 2.5 times the base fee for inspecting a building and one housing unit plus a charge at the rate of 0.75 times the base fee for inspecting each additional housing unit in the same building. No additional fee shall be charged for one follow-up inspection, if requested.
- B. Additional reinspections requested or required after the first reinspection shall be charged a fee at the rate of one times the base fee for each building and one housing unit plus 0.25 times the base fee for each additional housing unit in the same building.

**22.900F.050 House barge licenses**

The fee for a house barge license is \$386. The fee to renew a house barge license is \$188.

**22.900F.060 Housing and Building Maintenance Code Variance**

The fee to conduct research, inspections and review of associated variance decisions requested pursuant to Section 22.206.217 of the Housing and Building Maintenance Code is two times the DPD base fee.

## **CHAPTER 22.900G — FEES COLLECTED FOR OTHER DEPARTMENTS**

### **22.900G.010 Fees for Department of Neighborhoods review**

The following fees shall be collected by the Director of the Department of Neighborhoods and deposited in the General Fund.

- A. **Certificate of Approval Fees.** There is a charge for a certificate of approval as required by all applicable ordinances for the construction or alteration of property in a designated special review district, Landmark, Landmark District, or historic district of \$10 for construction costs of \$1,500 or less, plus \$10.00 for each additional \$5,000 of construction costs up to a maximum fee of \$1,000 except that when an applicant applies for a certificate-of approval for the preliminary design of a project and later applies for a certificate of approval for a subsequent phase or phases of the same project, a fee shall only be charged for the first application. There is an additional charge of \$10 for a certificate of use approval in the Pioneer Square Preservation District, the Pike Place Market Historical District and the International Special Review District.
- B. **Special Valuation Program for Historic Properties.** There is a charge of \$250 for review by the Seattle Landmarks Preservation Board of applications for special tax valuation for historic properties pursuant to the Historic Property Act (RCW Chapter 84.26). A fee for Board review of proposed alterations to historic properties shall be charged according to the schedule of fees set forth in Section 22.900G.010 A (Certificate of Approval Fees).
- C. **Public School Citizen Advisory Committee Fees.** There is a charge of \$100 per hour for convening and staffing School Use Citizen Advisory Committees and School Departure Citizen Advisory Committees.
- D. **Major Institution Citizen Advisory Committee Fees.** The fee for convening and staffing of Citizen Advisory Committees for the routine annual review of approved master plans and/or the review of master plan amendments is \$100 per hour. The fee for convening and staffing of Citizen Advisory Committees for new master plans and for amendments to master plans is \$100 per hour.
- E. **Environmental (SEPA) Review of Projects.** There is a charge of \$250 per hour for review of referrals pursuant to SMC 25.05.675 H.2.c and 25.05.675 H.2.d. by the City Historic Preservation Officer.
- F. **Requests for reviewing character structure TDP sending sites in the Pike/Pine Conservation Overlay District.** The Department of Neighborhoods' hourly review fee for determining whether a character structure may, if requested by a property owner, be added to the list of character structures in the Department of Planning and Development Director's Rule promulgated according to Section 23.73.005 is \$250 per hour.

### **22.900G.015 Fees for review by the Office of Housing**

- A. An applicant for a land use permit who seeks to obtain extra floor area pursuant to Sections 23.48.011, 23.49.012, 23.49.014, 23.49.015, 23.49.181, 23.50.052, 23.50.053, 23.58A.014, 23.58A.024, or 23.73.0024 shall pay a fee in the amount of \$550 to the Office of Housing for review of the application.

- B. This subsection 22.900G.015.B applies to low-income housing units that are subject to an agreement pursuant to Sections 23.48.011, 23.49.012, 23.49.014, 23.49.015, 23.50.052, 23.50.053, 23.58A.014 or 23.58A.024.
1. An owner of such housing shall pay an annual monitoring fee of \$65 per unit of low-income rental housing to the Office of Housing to determine compliance with bonus and/or TDR requirements. The fee is not required in any year when, in consideration of the City of Seattle's agreement to make a loan for the purpose of providing long-term affordable housing for low-income households, a regulatory agreement that grants the City of Seattle covenants, restrictions, charges and easements is recorded against the property on which the low-income rental housing is located and is in effect.
  2. An owner of an owner-occupied low-income housing unit shall, prior to closing any sale or other transfer of the unit after the initial sale or transfer, pay a fee in the amount of \$300 to the Office of Housing to determine compliance with bonus and/or TDR requirements.
- C. The fees established in this Section 22.900G.015 shall be collected by the Office of Housing.

**22.900G.020 Fees for review by the Seattle Department of Transportation**

The fees shown in Table G-1 shall be collected by the Department for transfer to the Seattle Department of Transportation (SDOT).

<b>Table G-1 — Seattle Department of Transportation</b>	
<b>Work for Which Fee is Charged</b>	<b>Amount of Fee</b>
1. School Use and School Development Advisory Committee reviews	\$110 per hour
2. Major institution master plans	\$110 per hour
3. Shoring and excavation review <sup>1</sup>	\$110 per hour

**Note to Table G-1:**

1. A separate street use permit must be obtained from SDOT under Title 15 if excavation or shoring will occur in the public right-of-way. This fee is collected for SDOT for shoring projects adjacent to the public right-of-way; it is for the review of utility conflicts, bonding, and temporary use of the right-of-way, and for a deposit to pay for inspections during construction.

**22.900G.030 Fees for review by the Seattle-King County Department of Public Health**

- A. Fees for fuel gas piping shall be collected by the Director of Public Health. The gas piping installation fee is calculated according to Table G-2. A minimum of \$140 is nonrefundable.
- B. The fee shall not apply to the installation of any domestic hot-water heaters or any other domestic gas-fired appliance connected to a plumbing system whenever such appliance or heater is included in a plumbing installation for which a basic plumbing permit has been issued.
- C. A reinspection fee for fuel gas piping of \$130 may be assessed for each inspection when such portion of work for which inspection is called is not complete or when corrections called for are not made. This is not to be interpreted as requiring inspection fees the first time a job is rejected for failure to comply with the requirements of this Code, but as controlling the practice of calling for inspection or reinspection.

Reinspection fees may be assessed when the permit is not properly posted on the work site, the work to be inspected is not under test, and for failure to make required corrections. To obtain a reinspection the applicant shall file an application therefore in writing upon a form furnished for that purpose, and pay the reinspection fee in accordance with this code. In instances in which reinspection fees have been assessed, no additional inspection of the work will be performed until the required fees have been paid.

<b>Table G-2 — Gas Piping Installation Fee</b>	
# of Outlets	Fee
1-4	\$140
5-6	\$175
7-9	\$210
10	\$245
11 on	\$245 + \$10/outlet

**22.900G.040 Fees for review by the Office of Arts and Cultural Affairs**

The fee for services furnished by the Seattle Office of Arts and Cultural Affairs is \$50.00 per hour. The minimum charge is \$200.00.

**22.900G.050 Presubmittal conferences for other departments**

The Department is authorized to collect fees for Seattle Public Utilities, Seattle Department of Transportation, Department of Parks and Recreation, Seattle Fire Department, Seattle City Light and Seattle-King County Department of Public Health for presubmittal conferences and presubmittal coordination. The amount to be charged by each department shall be set by the department.

**22.900G.060 Fees for review by the Seattle Fire Department**

The fees for Fire Department Plan Review (Section 22.900A.040.C) shall be collected by the Department for transfer to the Seattle Fire Department.

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## WASHINGTON STATE BUILDING CODE COUNCIL FEE

### RCW 19.27.085

#### **Building code council account — Building permit fee.**

(1) There is hereby created the building code council account in the state treasury. Moneys deposited into the account shall be used by the building code council, after appropriation, to perform the purposes of the council.

(2) All moneys collected under subsection (3) of this section shall be deposited into the building code council account. Every four years the state treasurer shall report to the legislature on the balances in the account so that the legislature may adjust the charges imposed under subsection (3) of this section.

(3) There is imposed a fee of four dollars and fifty cents on each building permit issued by a county or a city, plus an additional surcharge of two dollars for each residential unit, but not including the first unit, on each building containing more than one (1) residential unit. Quarterly each county and city shall remit moneys collected under this section to the state treasury; however, no remittance is required until a minimum of fifty (50) dollars has accumulated pursuant to this subsection.

[1989 c 256 § 1; 1985 c 360 § 4.]

# DPD

## Director's Rule 1-2012

<b>Applicant:</b>  City of Seattle Department of Planning and Development	<b>Page</b>  1 of 2	<b>Supersedes:</b>  DR 1-2011
	<b>Publication:</b>  12/5/2011	<b>Effective:</b>  1/5/2012
<b>Subject:</b>  Implementation of the Fee Subtitle, Building Valuation Data	<b>Code and Section Reference:</b> Seattle Municipal Code 22.900 Fee Subtitle; DR 2-2011	
	<b>Type of Rule:</b> Code Interpretation	
	<b>Ordinance Authority:</b> SMC 3.06.040	
<b>Index:</b>  Fee Ordinance – Procedural Requirements	<b>Approved</b>	<b>Date</b>
	(Signature on file) <b>Diane M. Sugimura, Director, DPD</b>	12/ 22/11

### **Background**

The Fee Subtitle, Chapter 22.900 of the Seattle Municipal Code, prescribes fees for various permits, reviews and inspections. Section 22.900D.010.C specifies that the Director shall determine the value of construction for which a permit is issued. It further specifies that building valuation data (BVD) from the International Code Council (ICC) and other valuation criteria approved by the Director will be used to determine the value of construction.

Director's Rule 2-2011 outlines the means and methods used to calculate and update the BVD.

This rule updates the BVD for 2012 by formally modifying and adopting the ICC August 2011 BVD pursuant to the standards outlined in DPD Director's Rule 2-2011.

### **Rule**

The attached BVD shall be used to determine the value of construction according to Section 22.900C.010, as of January 1, 2012.

Occupancy Group		EXAMPLE	1A	1B	2A	2B	3A	3B	4	5A	5B
A-1	Assembly, theaters, with stage	Theaters, auditoriums	\$232.45	\$224.56	\$218.78	\$209.23	\$196.23	\$190.78	\$201.80	\$179.41	\$171.79
	Assembly, theaters, without stage	Theaters, auditoriums	\$212.65	\$204.76	\$198.98	\$189.42	\$176.48	\$171.03	\$182.00	\$159.66	\$152.04
A-2	Assembly, nightclubs		\$179.61	\$174.49	\$169.66	\$162.87	\$152.91	\$148.82	\$156.84	\$138.72	\$133.54
	Assembly, restaurants, bars, banquet halls	Restaurants	\$178.52	\$173.40	\$167.48	\$161.78	\$150.73	\$147.73	\$155.75	\$136.54	\$132.45
A-3	Assembly, churches	Churches	\$214.80	\$206.90	\$201.13	\$191.57	\$178.59	\$173.14	\$184.14	\$161.77	\$154.15
	Assembly, general, community halls, libraries, museums	Bowling alleys, libraries	\$180.34	\$172.45	\$165.58	\$157.11	\$143.03	\$138.67	\$149.69	\$126.21	\$119.68
A-4	Assembly, arenas		\$211.56	\$203.67	\$196.80	\$188.33	\$174.30	\$169.94	\$180.91	\$157.48	\$150.95
B	Business	Banks, Medical , Office	\$181.32	\$174.73	\$168.92	\$160.64	\$145.77	\$140.45	\$153.98	\$128.14	\$122.08
E	Educational	Schools	\$192.26	\$185.64	\$180.11	\$171.90	\$160.12	\$151.56	\$165.90	\$139.31	\$134.59
F-1	Factory and industrial, moderate hazard	Industrial plants	\$107.72	\$102.68	\$96.49	\$92.96	\$83.04	\$79.53	\$88.92	\$68.43	\$64.36
F-2	Factory and industrial, low hazard	Industrial plants	\$106.63	\$101.59	\$96.49	\$91.87	\$83.04	\$78.44	\$87.83	\$68.43	\$63.27
H-1	High Hazard, explosives		\$100.96	\$95.92	\$90.82	\$86.20	\$77.57	\$72.97	\$82.16	\$62.96	NP
H-2,3,4	High Hazard		\$100.96	\$95.92	\$90.82	\$86.20	\$77.57	\$72.97	\$82.16	\$62.96	\$57.80
H-5	HPM		\$181.32	\$174.73	\$168.92	\$160.64	\$145.77	\$140.45	\$153.98	\$128.14	\$122.08
I-1	Institutional, supervised environment	Convalescent hospitals, homes for the elderly	\$181.43	\$175.07	\$170.18	\$162.80	\$149.52	\$145.57	\$158.67	\$134.16	\$129.39
I-2	Institutional, incapacitated	Hospitals	\$304.92	\$298.33	\$292.52	\$284.24	\$268.41	NP	\$277.58	\$250.78	NP
	Institutional, nursing homes		\$212.39	\$205.81	\$199.99	\$191.72	\$177.15	NP	\$185.05	\$159.52	NP
I-3	Institutional, restrained	Jails	\$206.59	\$200.00	\$194.19	\$185.91	\$172.39	\$165.98	\$179.25	\$154.76	\$146.52
I-4	Institutional, day care facilities		\$181.43	\$175.07	\$170.18	\$162.80	\$149.52	\$145.57	\$158.67	\$134.16	\$129.39
M	Mercantile	Stores, service stations (mini-marts)	\$133.79	\$128.67	\$122.75	\$117.05	\$106.72	\$103.71	\$111.02	\$92.52	\$88.43
R-1	Residential, hotels	Hotels and motels	\$182.97	\$176.61	\$171.72	\$164.34	\$151.24	\$147.29	\$160.39	\$135.87	\$131.11
R-2	Residential, multiple family	Apartment houses	\$153.43	\$147.07	\$142.18	\$134.81	\$122.43	\$118.48	\$131.58	\$107.06	\$102.30
R-3	Residential, one- and two-family	Dwellings	\$144.40	\$140.46	\$136.90	\$133.49	\$128.17	\$124.98	\$129.26	\$119.75	\$112.17
R-4	Residential care, assisted living facilities		\$181.43	\$175.07	\$170.18	\$162.80	\$149.52	\$145.57	\$158.67	\$134.16	\$129.39
S-1	Storage, moderate hazard	Service stations (canopies & service bays), warehouses	\$99.87	\$94.83	\$88.64	\$85.11	\$75.39	\$71.88	\$81.07	\$60.78	\$56.71
S-2	Storage, low hazard	Public garages,	\$98.78	\$93.74	\$88.64	\$84.02	\$75.39	\$70.79	\$79.98	\$60.78	\$55.62
U	Utility, miscellaneous	Residential garage,	\$75.93	\$71.71	\$67.12	\$63.38	\$56.87	\$53.19	\$60.33	\$44.48	\$42.13
	Open carports, decks, piers and floats associated with R-3	Open carports, decks, piers and floats associated with R-3	\$37.96	\$35.85	\$33.56	\$31.69	\$28.44	\$26.59	\$30.17	\$22.24	\$21.06

Private Garages use Utility, miscellaneous

Unfinished basements (all use group) deduct 50 percent

FIRE STATIONS are mixed uses, usually including residential and parking, possibly also office.

For PUBLIC BUILDINGS, choose the category that the occupancy most nearly resembles.

EQUIPMENT AIR CONDITIONING and sprinkler add-ons will not be used.

# DPD

## Director's Rule 2-2011

<b>Applicant:</b>  City of Seattle Department of Planning and Development	<b>Page</b>  1 of 15	<b>Supersedes:</b>  2-2009
	<b>Publication:</b>  12/6/10	<b>Effective:</b>  1/1/2011
<b>Subject:</b>  Implementation of the Fee Subtitle	<b>Code and Section Reference:</b>  Seattle Municipal Code 22.900 Fee Subtitle	
	<b>Type of Rule:</b>  Code Interpretation	
	<b>Ordinance Authority:</b>  SMC 3.06.040	
<b>Index:</b>  Fee Ordinance - Procedural Requirements	<b>Approved</b>	<b>Date</b>
	(Signature on file) Diane M. Sugimura, Director, DPD	12/28/2010

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**Rule 1-2007 Rescinded**

**Rule:** Director's Rule 2-2009, Implementation of the Fee Subtitle, is superseded by this rule.

**Refunds**

**Background:** Applicants may request a refund of fees at any time before their application is canceled or their permit expires. Payment of a refund will result in cancellation of the application or permit. The amount to be refunded, if any, will be determined by the Director according to the Fee Subtitle.

**Rule:** Fee Subtitle references to refund opportunities are clarified in associated Director's Rule 2011-3.

**Reason:** The refund process is different for each type of permit so a separate rule lays out the details for each potential refund request.

## CONSTRUCTION PERMIT FEES

### Revisions of Applications

Background: Section 22.900B.060 of the Fee Subtitle reads as follows:

#### Revisions and Additions to Applications

- A. According to standards promulgated by the Director of the Department of Planning and Development (DPD) may assess an additional fee for the plan examination of previous designs when a subsequent redesign of a project is submitted prior to permit issuance. The revision fee shall be assessed at the DPD hourly rate not to exceed the fee that would have been charged for the original design. The total fee is the fee for the final design plus the revision fee.
- B. DPD may assess a fee in addition to fees already charged for the original permit if the applicant makes an amendment to an active permit. The applicable fees will be assessed for all work necessary to process the amendment, including Seattle Department of Transportation or Seattle Public Utilities review associated with the submitted amendment.

Section 900D.010 paragraph G of the Fee Subtitle reads as follows:

#### Revisions to Issued Permits

- G. Revisions to Issued Permits. Fees for revisions to issued permits shall be charged according to standards promulgated by the Director that approximate the additional cost of reviewing the revisions. A nonrefundable fee of (1) one times the base fee shall be paid at the time the revision is submitted.

Rule: The following guidelines shall apply to the assessment of plan revision fees.

#### A. Definitions:

- a) Major Revisions - Major revisions which may be subject to a revision fee include:
  - Substantial changes in the scale of the structure;
  - Substantial changes in the structural design, such as changing from wood frame to reinforced concrete;
  - Change in the type of construction;
  - Changes in occupancy that require extensive changes to the construction and life safety design of the structure;
  - Moving the structure on the site, resulting in a totally new layout;
  - A totally new design.
- b) Minor Revisions – Revisions that do not meet the above definition of Major Revisions.

c) Standards

- Revision fees will be assessed differently depending on whether the plans have been completely approved (ready to issue or issued permits) or are still within the correction cycle.
- The nonrefundable fee paid when revisions are submitted will be subtracted from the total amount owed calculated according to this Rule.
- Revision fees will be determined according to the following table.

d) Revision fees will not be assessed for change in direct response to correction requirements. However, if the scope of the changes far exceeds the requirement of the correction, a revision fee will be assessed.

e) For Land Use review of a Master Use Permit application at an hourly rate, modification to building size, location or design during the review process will be charged at the same hourly rate. An additional revision

<b>Revisions submitted:</b>		
	<b>Minor</b>	<b>Major</b>
<b>Before permit is approved for issuance</b>	The permit fee based upon on the value of the final design.	Hourly for time spent on previous designs, but no more than the estimated plan review fee for the highest value of the previous designs  <i>Plus</i> The development fee based on the value of the final design
<b>After approval, but before issuance</b>	The greater of (1) the fee of the final design or (2) the fee for the original design plus the hourly fee for the time spent on the revision	Hourly for the plans examination time spent on the original design review  <i>Plus</i> The development fee based on the value of the final design.
<b>After Issuance</b>	The greater of (1) the fee of the final design or (2) the fee for the original design plus the hourly fee for the time spent on the revision.  No fee will be charged for minor revisions approved in the field that do not need formal plan revisions.	New permit is required.

fee for zoning review may be assessed at the hourly rate if the revision far exceeds the requirements of the correction.

- f) Major revisions, as defined above, may require a new permit or may require extensive rerouting. The Engineering Services or Applicant Services Center Manager(s) should be consulted to help in this determination.
- g) There will be no refund of the plans examination fee paid when major revisions occur after issuance of the permit.

**Reason:** It is the policy of DPD:

- To encourage design modification during the environmental review process to mitigate adverse impacts,
- To recover costs of time spent on the re-examination of plans that the applicant decides to substantially revise, independent of DPD's requirements, and
- To charge revision fees in a consistent manner where they are applicable.

### **Alterations and Repairs to Existing Buildings**

**Background:** Section 22.900D.010 provides that alterations and repairs to existing buildings be charged on a valuation basis. This rule establishes a general basis for determining the value of the project where the value as specified by the applicant for the cost of alteration or repair work does not appear reasonably accurate.

**Rule:** The fees for alteration and repairs to existing buildings shall be based on the value of construction as set forth in Section 22.900D.010. In general, the value specified by the applicant will be used to calculate the fee. However, if the value appears understated, the value shall be determined by using Table A below.

DPD shall determine the value of new construction which cannot be computed by the gross floor area, such as towers, retaining walls, foundations, repair of a beam or addition of a stair. This value shall be the full estimated cost of all labor and materials whether actually paid for or not, and may be based on the information submitted by the applicant.

Prior to the issuance of a permit, the applicant may submit evidence of the actual value of labor and materials, such as contracts, or bid documents, to DPD. DPD may rely on this evidence to determine the value of construction.

**Reason:** Estimation of development value for alterations of existing buildings is not as straightforward as for new construction. To ensure reasonable and accurate consistency between development proposal valuations, DPD may compare the scope of the proposed development and associated fees to similar proposals.

**Table A**

<b>Extent of Alteration</b>	<b>% of Building Valuation Data Figure (1)</b>	<b>Definition (2)</b>
Minor	20%	Cosmetic work – refinishing walls, ceilings, floors; minor mechanical, electrical, plumbing; only incidental structural work.
Medium	40%	Addition or removal of some walls or extensive construction of partitions; projects with more involved mechanical, electrical, plumbing work, such as residential additions or renovations of bathrooms and kitchens, commercial replacement of major HVAC components or of ceiling grids; refinishing of many existing walls, ceilings, floors; replacement of substantial portions of the glazing systems if a major portion of the project; medium projects may include minor changes to the exterior envelope or structural systems
Major	60%	Addition or demolition of many walls; installation of new glazing systems in conjunction with major remodeling; upgrading of structural systems in some portions to received increased loads in limited areas. Significant upgrades to mechanical, electrical or plumbing systems in conjunction with significant refinishing of surfaces.
Full	80%	Demolition of all non structural portions leaving a structural shell; installation of new or substantial replacement of electrical, mechanical systems in conjunction with significant changes in room configuration; significant structural upgrading to meet seismic requirements, or other substantial structural renovation, extensive structural repair.

(1) Calculated valuation for new construction of the area per SMC 22.900D.01.

(2) The extent of alteration includes one or more of the elements in the definition. The floor area affected shall be calculated on the entire areas of the rooms where alterations are proposed. If a project has areas for which it is reasonable to distinguish as being of different categories, it is appropriate to calculate the area separately to develop the DPD value.

**Building Valuation Data**

*Background:* The Fee Subtitle, Chapter 22.900 of the Seattle Municipal Code, prescribes fees for various permits, reviews and inspections. Section 22.900D.010C specifies that the Director shall determine the value of construction for which a permit is issued. It further specifies that building valuation data (BVD) from the International Code Council (ICC) and other

valuation criteria approved by the Director will be used to determine the value of construction.

In January 1 of each year, DPD adopts the most current and updated BVD Table. This assists DPD in keeping its fees in line with market changes; through the use of the regionally modified / current BVD, DPD seeks to avoid the need to make large incremental changes in the fee structure that can occur when inflationary adjustments are not taken. Since 1998, it has been DPD's policy to adopt the most recent BVD data on an annual basis to calculate the value of construction used in determining a project's fee. The Development Fee Index of Table D-1 of the Fee Subtitle was developed using an assumed + 9% increase in the national average BVD. DPD therefore applies the +9% modifier to the national average when calculating each year's BVD.

The BVD is adopted by a separate Director's Rule.

Rule: The following will be used to provide additional guidance in determining the value of construction.

A. General

The permit fee for new construction and additions, (i.e., new floor area) shall be based on the value as determined by the plans examiner using BVD.

B. Occupancies and Types of Construction

The BVD is based on occupancy categories and types of construction used in the Seattle Building Code. Valuation for a building will be based on the BVD category the building most resembles. Chapter 3 and 6 of the International Building Code may be used for additional guidance in determining the appropriate occupancy and construction type.

C. Structures not Classified in an Occupancy

For structures which are not normally classified in occupancy, the valuation for the occupancy which most closely resembles the proposed construction shall be used.

D. Alterations (see previous section of this rule)

E. Gross Area

"Gross Area" of a building project means the total area of all floors, measured from the exterior face, outside dimensions of exterior column line of a building, including basements, cellars and balconies, but not including unexcavated areas. Where walls and columns are omitted in the construction of a building, such as an open shed or marquee, or covered decks in

multifamily residential or commercial construction, the exterior wall of the open side or sides shall be assumed to be the edge of the roof.

#### F. Structures Accessory to Group R-3

Structures accessory to Group R-3 buildings, such as carports, decks, piers and floats will be valued as Group U. Fees for uncovered structures and enclosed areas shall be computed using one-half the gross area of the structure times the cost per square foot

#### G. Uncovered Structures and Unenclosed Areas (other than accessory to R-3)

The fee for uncovered and unenclosed structures such as carports, service station canopies, plazas, piers, docks and platforms, multifamily residential and commercial decks, commercial floats, roof parking areas, and similar uncovered usable structures shall be computed using one-half the gross area of the structure times the cost per square foot of the appropriate occupancy and construction category.

#### H. Building of More than three Stories of Types IA and IB construction

The building valuation will be modified for buildings of Types IA and IB construction exceeding three stories of the following occupancies:

- 1) Groups R-1 and R-2
- 2) Banks
- 3) Hospitals
- 4) Institutional Nursing Homes
- 5) Medical Offices
- 6) Offices
- 7) Public Buildings
- 8) Public garages, both enclosed and open
- 9) Group M

For those occupancies, the total building valuation determined by the BVD per-square-foot values shall be modified by a factor CM, where:

$$CM = CB [1 + .005 (S-3)]$$

CB = Total value of the building based upon floor area and costs per square foot as specified in the BVD Table.

S = Number of levels in the building from the top of the foundation.

CM = Modified value based on 0.5% increase above.

#### I. Sprinklers and Mechanical Systems

Mechanical permits will be charged the permit fees and plan review fees of 100% of the DFI according to Table D-2 of the Fee Subtitle. Where the review of

mechanical or sprinkler systems are included in the review of the building permit application, no additional fees will be charged.

*Reason:* The guidance provided above clarifies the valuation of certain development not clearly addressed in the BVD Table.

### **Establishing Use for the Record**

*Background:* When a use is to be established for the record, application materials are sometimes routed to be checked for compliance with the appropriate edition of the Seattle Building Code (SBC)

In Section 22.900D.010, Table D-2 establishes the development fee for establishing use for the record. This rule clarifies how the amount of the fee will be determined.

Note that a Land Use fee will be charged according to Section 22.900C.010, Table C-1.B # 17 and D-2 #9 in addition to the development fee whether or not construction work is included in the application.

*Rule:* When an application for establishment of use that does not include construction work is routed for Building Code Review, the plan review fee is one and one-half times the base fee, and no permit fee will be charged.

When the routed application does include construction work, the applicant will be charged a permit fee of 100% of the DFI plus a plan review fee of 100% of the DFI. Even if the construction is of the type and extent that is typically approved Subject To Field Inspection (STFI), the applicant will be charged a fee based on *the value of the construction*.

*Reason:* This plan review fee is charged to cover the additional coordination and review associated with processing a permit to establish a use for the record. Land Use fees are not included in the construction valuation tables and land use hourly fees are set to recover cost of review for these permits.

## LAND USE FEES

### **Zoning-only Review**

**Background:** The fee for zoning review is part of the hourly Land Use fee. This rule clarifies the fee that is charged for review of permits that require only zoning review.

**Rule:** Permits which require only zoning review shall be charged a minimum land use review fee of 2 X land use hourly fee. In addition, a 1 x Land Use hourly fee per hour will be charged for review hours in excess of the minimum.

**Reason:** Land Use and Zoning hourly fees are set to recover cost of review.

### **Master Use Permit – Fee for Review Prior to Application**

**Background:** The Fee Subtitle authorizes DPD to charge for land use review performed prior to the time the permit application is completed. This rule clarifies the time and amount of payment of fees for review conducted prior to application.

Section 22.900C.010E states “In addition to fees set in Table C-1, review time required on a project prior to, or in lieu of, an application will be charged hourly as determined by the Director.”

Pre-application conferences will be charged a one hour land use minimum at the time of the conference. Additional pre-application review time will be charged at the land use hourly rate if the total time exceeds 1 hour.

The design review process and DPD review time for applications undergoing design review begin with Early Design Guidance prior to the time the application is submitted. Review for other types of projects may also occur prior to MUP application, most often though not always, for those projects for which a pre-application conference is held. The hourly fees will include, among other things, time spent after a pre-application conference, and time spent reviewing incomplete permit application materials.

**Rule:** At the time of complete Master Use Permit application, the applicant shall pay accrued hourly fees for land use review in excess of those including the minimum land use fee.

The amount due at application is the minimum land use review fee, minus amounts paid prior to application, plus hourly fees for review conducted prior to application.

**Reason:** Fees for pre-application services to support land use applications are set at a level to cover the cost of DPD pre-application services.

**Public Notice**

**Background:** Table C-1-C-#40, Land Use / Notice Fee sets forth fees for public notice of development proposals. This rule clarifies when the notice will be charged and collected.

**Rule:** Public notice fees are assessed for each instance of each type of notice (i.e., Land Use Information Bulletin, posting placards, etc.) and must be paid prior to notice being performed. At application, notice fees, including notice of application and decision, will be collected as shown in the table below. Additional notices (i.e. re-notice) will be charged for each instance and each type.

Fees collected for notice which does not occur will be eligible for refund or credited to any outstanding bill prior to permit issuance.

**Reason:** Land use notice fees are set to recover the cost of providing public notice.

Table C-1 Reference	Unit Cost by Notice Types (From Table C-1 C39 a-f)	Estimated Total Cost of Notice	\$177.00		\$109.00		\$177.00		\$171.00		\$171.00		\$110.00	
			Notice Frequency	LUIB	Notice Frequency	Posting in Field	Notice Frequency	300 Foot Mailing	Notice Frequency	Decision Publication Official Newspaper (Daily Journal of Commerce)	Notice Frequency	Community Newspaper	Notice Frequency	Public Meeting
A1	Administrative Conditional Use	\$811.	2	\$354.	1	\$109.	1	\$177.	1	\$171.	0	-----	0	-----
A2	Design Review (Mandatory)	\$1,030.	2	\$531.	1	\$218.	0	-----	1	\$171.	0	-----	1	\$110.
A2	Design Review (Administrative)	\$634.	2	\$354.	1	\$109.	0	-----	1	\$171.	0	-----	0	-----
A3	SEPA Review (DNS)	\$634.	2	\$354.	1	\$109.	0	-----	1	\$171.	0	-----	0	-----
A3	SEPA Review (DS/EIS)	\$1,726.	4	\$708.	2	\$218.	1	\$177.	3	\$513.	0	-----	1	\$110.
A4a	Environmentally Critical Area Variance	\$811.	2	\$354.	1	\$109.	1	\$177.	1	\$171.	0	-----	0	-----
A4b	Environmentally Critical Area Exception	\$634.	2	\$354.	1	\$109.	0	-----	1	\$171.	0	-----	0	-----
A4c	Environmentally Critical Area Administrative Conditional Use	\$811.	2	\$354.	1	\$109.	1	\$177.	1	\$171.	0	-----	0	-----
A5a	Shoreline Substantial Development	\$634.	2	\$354.	1	\$109.	0	-----	1	\$171.	0	-----	0	-----
A5b	Shoreline Variance	\$811.	2	\$354.	1	\$109.	1	\$177.	1	\$171.	0	-----	0	-----
A5b	Shoreline Conditional Use	\$811.	2	\$354.	1	\$109.	1	\$177.	1	\$171.	0	-----	0	-----
A6	Short Subdivision (2-9 lots)	\$811.	2	\$354.	1	\$109.	1	\$177.	1	\$171.	0	-----	0	-----
A7	Special Exceptions	\$634.	2	\$354.	1	\$109.	0	-----	1	\$171.	0	-----	0	-----
A8	Variance	\$811.	2	\$354.	1	\$109.	1	\$177.	1	\$171.	0	-----	0	-----
A9	Council Concept Approval	\$1,091.	2	\$354.	2	\$218.	1	\$177.	1	\$171.	1	\$171.*	0	-----
A10	Council Conditional Use	\$1,091.	2	\$354.	2	\$218.	1	\$177.	1	\$171.	1	\$171.*	0	-----
A11	Full Subdivision (10 + lots)	\$1,330.	2	\$354.	1	\$109.	2	\$354.	1	\$171.	2	\$342.	0	-----
A12	Major Institution Master Plan	\$1,091.	2	\$354.	2	\$218.	1	\$177.	1	\$171.	1	\$171.*	0	-----
A13	Zoning Map Changes & Rezones	\$1,091.	2	\$354.	2	\$218.	1	\$177.	1	\$171.	1	\$171.*	0	-----
B15	Design Review for Tree Protection (See A2 [Admin])													
B16	Early Design Guidance	\$573.	1	\$177.	1	\$109.	1	\$177.	0	-----	0	-----	1	\$110.
B16	Early Design Guidance for	\$463.	1	\$177.	1	\$109.	1	\$177.	0	-----	0	-----	0	-----

	Administrative Design Review													
B18	Land Use Code Interpretations (See 23.88.020)													
B20	Temporary Use (more than 4 weeks)	\$811.	2	\$354.	1	\$109.	1	\$177.	1	\$171.	0	-----	0	-----
	Noise Variance – Major Project	\$1,092.	2	\$354.	1	\$109.	1	\$177.	0	-----	2	\$342.	1	\$110.
	Noise Variance – Economic	\$1,092.	2	\$354.	1	\$109.	1	\$177.	0	-----	2	\$342.	1	\$110.
	Noise Variance – Technical	\$1,092.	2	\$354.	1	\$109.	1	\$177.	0	-----	2	\$342.	1	\$110.
B30	School Use and School Development Advisory Committee Review	\$982.	2	\$354.	1	\$109.	1	\$177.	1	\$171.	1	\$171.	0	-----

**Shoreline Exemption Review Fee**

*Background:* The minimum fee to recover the costs for review of development plans to determine that a proposal is exempt from the requirement for a shoreline substantial development permit is 1 X the land use hourly fee. Hours of review beyond one hour will be charged the land use hourly fee.

*Rule:* The minimum fee must be paid at the time that the exemption request application is filed.

*Reason:* Land use shoreline exemption review fees are set to recover the cost of review.

## **OTHER PERMIT FEES**

### **Noise Variances**

**Background:** The Fee for technical or economic noise variance as set forth in 22.900F.020 and Table F-2 includes an hourly project review fee. This rule clarifies what costs are covered by the hourly fee.

**Rule:** The hourly project review fee includes, but is not limited to, time spent by DPD staff reviewing application materials, attending public meetings, and monitoring compliance with the terms and conditions of the variance if one is granted. Rates will be determined by type of review with Land Use Review charged at the Land Use hourly rate and other plan review at the DPD hourly rate.

**Reason:** Fees for Noise Variance review are set at a level to recover costs for review, inspection and monitoring noise variances.

### **Peer Review**

**Background:** Section 22.900B.020 gives the Director authority to recover costs of miscellaneous services. This rule establishes amounts that will be charged for Peer Review.

**Rule:** When the Director determines DPD needs additional plan review expertise to ensure public safety in development project with unusual design features, the applicant shall reimburse DPD for direct costs incurred in hiring and paying the necessary consultants.

For peer review contracts whose costs are estimated to exceed \$5,000, DPD may require a deposit of up to twenty-five percent (25%) of the estimated contract amount, up to a maximum of \$15,000. The deposit must be received by DPD before DPD will authorize the peer reviewer to commence work. For the balance of the contract, DPD will bill the applicant as invoices are received from the peer reviewer(s). The deposit will be applied to the costs of the contracts at the end of the peer review process.

**Reason:** Additional costs to hire peer review experts are not included in the base fees for plan review since not all projects are subject to this review. When a peer review expert is hired, DPD recovers the additional direct costs by charging the applicant for the expert review.

### **Standard Plans and Factory-Built Structures**

**Background:** Items 7 and 8 of Table D-2 specify the fees for standard plans and for factory-built structures. This rule clarifies how those fees are to be applied. The rule applies to (A) applications for approval of a factory-built structure and (B) applications for approval of a standard plan that includes a factory-built structure.

Rule:

**A. Factory-built Structures**

The permit fee for factory-built structures is 1 X DPD base fee. For each module, a plan review fee of 1X DPD base shall be charged. In addition, a valuation base permit and plan review fee calculated according to item 1 of Table D-2 shall be charged for the foundation and accessory structures.

For HUD-approved factory-built housing (housing bearing a "Red Seal"), the fee for the foundation shall not be charged.

**B. Standard Plans that Include a Factory-built Structure**

- 1) The fee for establishment of a standard plan that includes a factory-built structure shall be calculated according to the following:
  - a) A permit fee of 100% of the DFI for the standard plan (Table D-2, item 7a), plus 1 x DPD Base fee for the factory-built structure (Table D-2, item 8). The DFI shall be based on the value of the foundation and accessory structures only.

Plus

- b) A plan review fee of 100% of the DFI for the standard plan (Table D-2 item 7a). The DFI shall be based on the value of the foundation and accessory structures only. No plan review fee for the factory-built structure will be charged for the application to establish the standard plan.
- 2) The fee for a permit to build according to the standard plan shall be calculated according to the following:
  - a) A permit fee of 100% of the DFI for the standard plan (Table D-2 item 7c) plus 1 x DPD Base fee for the factory-built structure (Table D-2 item 8). The DFI shall be based on the value of the foundation and accessory structures only.

Plus

- b) A plan review fee of 60% of the DFI for the standard plan (Table D-2 item 7c) plus 1 x DPD Base fee for the factory-built structure (Table D-2 item 8). The DFI shall be based on the value of the foundation and accessory structures only. For standard plans that include HUD-approved factory-built housing (housing bearing a "Red Seal"), the fee for the foundation shall not be charged.

Reason: Fees for factory built structures and standard plans are set by rule to recover costs of permit review.

### **Temporary Occupancies**

**Background:** The Fee Ordinance has a fee for review of permits for temporary structures and temporary uses, but it does not have a fee for review of permit for temporary occupancies. This rule establishes such a fee.

**Rule:** The fee for permits for temporary occupancies is 2 x DPD Base Fee plus DPD Hourly per hour for review time in excess of two hours.

Temporary Occupancies is similar to a temporary use as outlined in Table D-2 # 17.

**Reason:** Fees for temporary occupancies are set by rule to recover costs of permit review

### **Address Changes**

**Background:** According to 22.900B.020, the fee to correct the address on an application or an issued permit is \$48.00. This Rule establishes the fee for address changes unrelated to an application for a permit or for an issued permit.

**Rule:** The fee for address changes unrelated to an application for a permit or for an issued permit is 1 x DPD Base Fee for each property affected.

**Reason:** DPD sets processing fees at a level that recover the cost of service.

**DPD****Director's Rule 3-2011**

<b>Applicant:</b>  City of Seattle Department of Planning and Development	<b>Page</b>  1 of 14	<b>Supersedes:</b>  N/A
	<b>Publication:</b>  12/6/10	<b>Effective:</b>  1/1/2011
<b>Subject:</b>  Refund of Development Fees	<b>Code and Section Reference:</b>  Seattle Municipal Code 22.900 Fee Subtitle	
	<b>Type of Rule:</b>  Code Interpretation	
	<b>Ordinance Authority:</b>  SMC 3.06.040	
<b>Index:</b>  Fee Ordinance - Procedural Requirements	<b>Approved</b>  (Signature on file) Diane M. Sugimura, Director, DPD	<b>Date</b>  12/28/2010

**22.900B.050 Refunds**

Applicants may apply for refunds when an application or permit is withdrawn or canceled prior to the completion of the review and inspection process. The Director shall establish reasonable procedures for refund requests, including limitations on the time at which refund requests may be submitted. As authorized in Section 22.900B.050, Refunds, the Director hereby establishes by Rule, the terms and conditions upon which a refund of payments received will be administered and reviewed.

To request a refund, the applicant shall submit a request to the Director on a refund request form. The Director shall determine whether a refund is appropriate according to this subtitle and pursuant to Director's Rule.

**Background:** Prior to 2011 the Fee Subtitle included information on calculating payment of refunds for some but not all development fees. Each permit type requires a different calculation for refunds and more detail and clarification is provided in this Director's Rule. The intent of the Rule is to provide clarification and consistency for refund processes and to consolidate all refund information into one easily accessible document.

The Fee Subtitle, Chapter 22.900 of the Seattle Municipal Code, prescribes fees for various permits, reviews and inspections. This Rule provides clarification for the following sections of the Fee Subtitle. Code citations in the tables in this rule reference the Fee Subtitle, Chapter 22.900, of the Seattle Municipal Code.

**Rule:** The following outline provides guidance in determining the payment for refunds. Some permit fee categories have additional component fees beyond the primary permit fee that must be considered in calculating payment refunds. Generally, refund eligibility is determined by type of permit and status of review. For fees and services not addressed in this rule, or for unanticipated special circumstances, the Director may make a determination on amount of refund based on authority in the Fee Subtitle (Chapter 22.900 of the Seattle Municipal Code) and the principles in this rule.

*Type of Permit*

1. Those that require review prior to issuance (routed)
2. Those that are issued without detailed review (OTC / STFI)
3. Miscellaneous fees associated with permit review (services)

*Status of the permit in question:*

1. Application filed
2. Application filed, reviews complete
3. Permit issued, no work started
4. Permit issued, work started

**Reason:** Refund of development permits and services are set at a level to return money to applicants who have paid for services that were not rendered.

**THE FOLLOWING FEES ARE NOT REFUNDABLE**

<b>GENERAL</b>	
Failure to cancel missed appointments	22.900B.020
Address change	22.900B.020
Special investigation	22.900B.020
Re-inspection	22.900B.020
Revisions and additions to applications	22.900B.020
Correction fees	22.900C.010 E
Miscellaneous and Special fees <sup>1</sup>	22.900B. 020
<b>LAND USE</b>	
Minimum Land Use Fees	22.900C.010
Pre-application conference	Table C-1 B #26
Curb Cut	Table C-1 C #37
Intake appointment for land use reviews	Table C-1 C #38
Rebuild Letters	Table C-1 C #40
Record Research by PRC	Table C-1 C #41
<b>CONSTRUCTION</b>	
Noise Survey Reviews	Table D-2 # 10
Development permit renewal fees	22.900D010L and Table D-2 # 12 a-c
Special inspection	Table D-2 # 14
Phased Permit non value base charge	Table D-2 # 18
ECA Small Project Waiver on a building permit	Table D-2 # 19
Street Improvement Exceptions on a building permit	Table D-2 # 20
Building Permit Shop Drawings	Table D-2 # 21
Sprinkler Shop Drawings	Table D-2 # 22
Code Alternate Request	Table D-2 # 24
Revisions to issued permits	22.900D.010 G
Certificate of Occupancy	22.900D.010 H

<sup>1</sup> Miscellaneous and special fees are generally not refunded unless the fees have been pre-paid.

Required Building Pre-application Conferences <sup>2</sup>	22.900D.010 I 1
Other Building Pre-application conferences	22.900D.010 I 2
Correction Fee	22.900D.010 J
Reestablishment – Development permit renewal fees	22.900D.010 M
Concrete Mix design approval	22.900D.030
Floodplain development approval or license fee	22.900D.070
<b>FURNACE, REFRIGERATION, BOILER</b>	
Renewal or Reestablish of Furnace permit	22.900D.090 C
Renewal or Reestablish of Refrigeration permit	22.900D.100 D
Refrigeration systems annual operating permit fee	22.900E.040 and Table E-3
Alteration or repair to boiler or pressure vessel	22.900D.110 A
Renewals or Reestablish of Boiler permit	22.900D.110 B
Boiler, refrigeration and gas piping licenses and examinations	22.900E.050 and Table E-4
Fees for Certificates of Operation for Boilers and Pressure Vessels	22.900E.020 and Table E-1
Shop and field assembly inspections	22.900D.130 A-C
<b>ELECTRICAL</b>	
Electrical administrative fees when plans are not required <sup>3</sup>	Table D-15
<b>ELEVATOR AND CONVEYANCE</b>	
Renewal or Reestablish of elevator or conveyance permit	22.900D.140 D
Fees for Elevator Certificates of Inspection	22.900E.030 and Table E-2
<b>SITE, GEOTECHNICAL, GRADING, DRAINAGE</b>	
Pre application Site Visit	Table-D-SR 1
Drainage and Grading separate from a development permit	Table- D-SR 2
Review to determine ECA exemption	Table D-SR 3
Site located in ECA unless full exempt for ECA standards	Table D-SR 4
Sites requiring Drainage or Geotechnical review or both	Table D-SR 5
Post Issue Geotechnical review of Geotechnical Special Inspection	Table D-SR 6

<sup>2</sup> Building Pre-application conferences are not refundable, but are credited to building permit if filed within 6 months

<sup>3</sup> Administrative fee not refundable. Other electrical permit fees not refundable if work has commenced.

<b>MISCELLANEOUS</b>	
Design Commission fees	22.900D.170
Fees for certificates	22.900E
Off-premises Advertising sign (billboard)	22.900E.010
Registration of special inspectors	22.900E.060
Certification of fabrication plants	22.900E.070
Revisions to current special inspection authorizations	22.900E.080
Compliance and other inspections	22.900F
Monitoring vacant buildings	22.900F.010 And Table F-1
Noise fees	22.900F.020 and Table F-2
Research and inspection on Notice of Violation	22.900F.030

**THE FOLLOWING FEES ARE ELGIBLE FOR REFUND**

**22.900C.010 LAND USE FEES**

Fees for services listed below may be eligible for refund.

<b>LAND USE FEES</b>		
Land Use Notice	If not completed	Table C-1 C 39 a-e
Public meeting room rental if room is booked	If room is not reserved	Table C-1 C 39 f
Recording fees, for LBA, Short Subdivision	If document is not recorded	Table C-1 C 42

**22.900D.010 DEVELOPMENT PERMIT FEES**

Fifty percent (50%) of the estimated permit fee is paid at the time the application is submitted, thus the amount refunded before the permit is issued is based on 50% of the permit fee.

One hundred percent (100%) of the permit fee has been paid after the permit is issued, thus the amount to be refunded after issuance is based on 100 % of the permit fee.

Refunds of development permit fees shall be calculated with criteria as specified in reference tables appended as Calculation Tables 1-5. Except for the services listed below, all development permit fees in Tables D 1-16, and D-SR of the Fee Subtitle are refunded pursuant to the appended tables. The chart below references the appended tables.

<b>DEVELOPMENT PERMIT FEES</b>		
Dish or panel antennae	Refund calculation table "2" (for STFI, use calculation table "1)	22.900D.010 C 2
Development fee for parks or playgrounds	Refund calculation table "2" (for STFI, use calculation table "1)	22.900D.010 C 3
Phased permits	Refund calculation table "2"	22.900D.010 D
Building, with or without mechanical, with or without use	Refund calculation table "2"	Table D-2 # 1
STFI (Subject to field inspection) building and/or mechanical	Refund calculation table "1"	Table D-2 # 2

Energy code compliance review using Target UA and/or System Analysis (RS29).	Refund calculation table "2"	Table D-2 # 3
Mechanical permit submitted as part of a building permit application (if associated with other work)	Refund calculation table "2"	Table D-2 # 4 a
Mechanical permit submitted separately from a building permit application (if associated with other work) or if applied for as a mechanical only permit	Refund calculation table "2"	Table D-2 #4 b
Blanket permit review fees	Refund calculation table "2"	Table D-2 # 5
Initial tenant alterations applied for within 18 months of the date of issuance of the first tenant permit (non-blanket permit initial tenant improvements to shell and core)	Refund calculation table "2"	Table D-2 # 6
Establishment of standard plan, including temporary structures (for swimming pools, see Item 15 below)	Refund calculation table "2"	Table D-2 # 7 a
Establishment of already permitted plan as standard plan	Refund calculation table "2"	Table D-2 # 7 b
Subsequent reviews of standard plan, other than temporary structures	Refund calculation table "2"	Table D-2 # 7 c
Subsequent reviews of standard plans for temporary structures	Refund calculation table "2"	Table D-2 # 7 d
Factory-built housing and commercial structures	Refund calculation table "2"	Table D-2 # 8
Establish use for the record with no construction	Refund calculation table "3"	Table D-2 # 9 a
Establish Use for the record with construction (refer to Table C-1, item #17, for additional Land Use Fees that apply to this permit type)	Refund calculation table "2"	Table D-2 # 9 b
SF earthquake retrofit permit for work in full compliance with Project Impact Standards/Plans	Refund calculation table "3"	Table D-2 # 13 a
Permit for work in partial compliance with Project Impact Standards/Plans with additional engineering design of those portions not in compliance	Refund calculation table "4"	Table D-2 # 13 b

Voluntary seismic upgrades requiring full engineering/design and not per Project Impact Standards/Plans	Refund calculation table "2"	Table D-2 # 13 c
Swimming pool, unenclosed, accessory to Group R-3	Refund calculation table "3"	Table D-2 # 15 a
Swimming pool, unenclosed, accessory to occupancies other than Group R-3	Refund calculation table "3"	Table D-2 # 15 b
Principal use, unenclosed swimming pools	Refund calculation table "3"	Table D-2 # 15 c
Future construction of an unenclosed swimming pool	Refund calculation table "3"	Table D-2 # 15 d
Initial approval of standard plan for swimming pool accessory to Group R-3 Occupancy	Refund calculation table "3"	Table D-2 # 15 e
Subsequent review of application based on approved swimming pool standard plan	Refund calculation table 3"	Table D-2 #15 f
Temporary structure such as Commercial Coaches	Refund calculation table "3"	Table D-2 # 16
Temporary Use Less than 4 weeks	Refund calculation table "3"	Table D-2 # 17 a
Temporary Use More than 4 weeks	Refund calculation table "3"	Table D-2 # 17 b
Blanket Permits	Refund calculation table "2"	22.900D.010 F
Sprinkler Only Permit Submittals (New and/or Add/Alt)	No Refund on base fee	Table D-2 # 23
<b>PARKING FACILITIES OUTSIDE BUILDINGS 22.900D.060</b>		<b>Table D-7</b>
Parking facilities within or on a building	Refund calculation table "2"	Table D-2 # 11 b
Parking facilities outside a building	Reference 22.900D.060 in following table	Table D-2 # 11 a
<b><i>Type of Parking Facility</i></b>	<b><i>Stage in Review Process</i></b>	<b><i>Reference Table</i></b>
Parking lot outside bldg >4,000 sq ft	No building or use 3X	Refund calculation table "3"
Parking lot outside bldg >4,000 sq ft	With building or use 2.5X	Refund calculation table "3"

Parking lot outside bldg 2,000-4,000	No building or use 2.5X	Refund calculation table "3"
Parking lot outside bldg 2,000-4,000	With building or use 1.5X	Refund calculation table "3"
Parking lot outside bldg <2,000 sq ft,	No building or use 1X	Refund calculation table "3"
Parking lot outside bldg <2,000 sq ft,	With building or use	No Fee, No Refund
<b>MECHANICAL EQUIPMENT AND SYSTEMS</b> <b>22.900D.090</b>		
Furnace Permits	Refund calculation table "3"	Table D-8
<b>REFRIGERATION EQUIPMENT AND SYSTEMS</b> <b>22.900D.100</b>		
Refrigeration Permit Fees	Refund calculation table "3" (Base fee non-refundable)	22.900D.100 A and Table D-10
Temporary installation of refrigeration system for 10 days or less	Refund calculation table "3" (Base fee non-refundable)	22.900D.100 B
<b>BOILERS AND PRESSURE VESSELS</b> <b>22.900D.110</b>		
Boiler and Pressure Vessel permit fees	Refund calculation table "3" (Base fee non-refundable)	Table D-12
Emergency inspection	No Refund	22.900D.130 D
<b>ELEVATORS AND OTHER CONVEYANCES</b> <b>22.900D.140</b>		
New Installation & alteration of elevators and other conveyance Table D-13	Refund calculation table "5"	22.900D.140 A and Table D-13
Permit for alteration and repair of elevators and other conveyance Table D-13 not to exceed the cost of a new installation	Refund calculation table "5"	22.900D.140 B
Fee for temporary 60 day operation permit	Refund calculation table "3"	22.900D.140 C

<b>SITE POST ISSUANCE TABLE D-SR</b>		
Post issuance fees	Refundable if project cancelled, where work not started or ground not disturbed... otherwise Not Refundable	Table D-SR Post issuance Inspection Fees
<b>ELECTRICAL 22.900D.150</b>		
When plans required	Refundable	Table D-14
Application filed, review not started	80% of plan review fee as calculated	Table D-14
Application review started, initial review not complete	60% of plan review fee as calculated	Table D-14
Initial review complete, plans not approved	50% of plan review fee as calculated	Table D-14
Permit ready to issue, not issued	40% of plan review fee as calculated	Table D-14
Permit issued, no work started	25% of plan review fee as calculated	Table D-14
When plans are not required	Administrative fee not refundable. Other electrical permit fee not refundable if work has commenced.	Table D-15
<b>SIGN, BILLBOARD, AWNING, AND CANOPY 22.900D.160</b>		
Sign, billboard, awning and canopy permit	Refund calculation table "3"	22.900D.160
<b>MISCELLANEOUS</b>		
Advisory Housing and Building Maintenance Code and Condominium Conversion inspection	Refund calculation table "3"	22.900F.040
<b>DEMOLITION AND RELOCATION</b>		
Demolition	Refund calculation table "3"	22.900D.080 A
Relocation other than floating home from within the city to outside the city	Refund calculation table "3"	22.900D.080 B 1

Fee to relocate a building within the city, fee associated with foundation or additions to the building	Refund calculation table "2"	22.900D.080 B 2 a
Value-based fee for alteration to building	Refund calculation table "2"	22.900D.080 B 2 b
Demolition fee for the site from which the building is being moved	Refund calculation table "3"	22.900D.050 B 2 c
Deposit of Bond	Released or Refunded upon completion and approval of foundation and framing, if deposit or bond not used.	22.900D.080 B 3
Floating Home Relocation	Refund calculation table "3"	22.900D.080 C

## CHAPTER 22.900G FEES COLLECTED FOR OTHER DEPARTMENTS

Refunds for Fees collected for other Departments and agencies for pre submittal conferences and plan review will be determined by the department or agency for which the fee is collected. Participating departments and agencies include but are not limited to: Department of Neighborhoods; Seattle Department of Transportation; Seattle Parks; Seattle Public Utilities, Office of Arts and Cultural Affairs, Seattle Fire Department and Seattle-King County Department of Public Health.

<b>FEES COLLECTED FOR OTHER DEPARTMENTS<sup>4</sup></b>		
Fees for Department of Neighborhoods review.	Refer issue to DON	22.900G.010
Fees for review by the Seattle Department of Transportation and the Seattle Public Utility	Refer Issue to SDOT or SPU	22.900 G.020 and Table G-1
Fees for review by the Seattle-King County Department of Public Health	Refer issue to Seattle-King County Department of Public Health	22.900G.030
Gas Piping Installation Fee	Refer issue to Seattle-King County Department of Public Health	Table G-2
Fees for review by the Seattle Arts Commission	Refer issue to Seattle Arts Commission	22.900G.040
Pre-submittal conferences for other departments	Refer issue to associated department	22.900G.050
Fees for review by the Seattle Fire Department	Refer issue to Seattle Fire Department	22.900G.060

<sup>4</sup> Refund of fees collected for other departments will be processed by DPD after review by associated department

## REFUND CALCULATION TABLES 1-5

<b>CALCULATION TABLE "1"</b>		
<b>STATUS</b>	<b>REFUND</b>	
Application filed, process not started.	60 % of the permit fee, 100 % of the plan review fee.	
Application filed, process started	50 % of the permit fee, 50 % of the plan review fee.	
Application filed, process complete, permit not issued	40 % of the permit fee, 50 % of the plan review fee.	
Permit issued, no work started	25% of the permit fee, 50 % of the plan review fee.	
Permit issued, work started	NO REFUND	
<b>CALCULATION TABLE "2"<sup>5</sup></b>		
<b>STAGE IN REVIEW PROCESS</b>	<b>PERMIT FEE</b>	<b>REVIEW FEE</b>
Application filed, plans not routed	20%	90%
Plans routed for initial review, review not completed	10%	75%
Initial review completed, plans not approved	0%	60%
Initial review completed, routed for first correction review, review of first corrections not completed	0%	50%
Review of first corrections completed, plans not approved	0%	40%
Plans routed for review of second corrections, but review not completed	0%	30%
Review of second corrections completed, plans not approved	0%	20%
Review of third corrections not completed	0%	15%
Review of third corrections completed, plans not approved	0%	10%
Application approved, permit not issued.	0%	0%
Permit issued, work not started	25%	0%
Permit issued, work started	0%	0%

<sup>5</sup> On energy and mechanical permit review, hourly fees accrued will be deducted from permit or review fees.

<b>CALCULATION TABLE "3"</b>	
<b>STATUS</b>	<b>REFUND</b>
Application filed	50% of permit fee as calculated.
Application filed, reviews completed, permit not issued.	40% of permit fee as calculated.
Permit issued, no work started	25% of permit fee as calculated.
Permit issued, work started	NO REFUND
<b>CALCULATION TABLE "4"</b>	
<b>STATUS</b>	<b>REFUND</b>
Application filed	50% of permit fee as calculated, residual of plan review hourly @ DPD rate with 1 hour minimum.
Application filed, reviews complete, permit not issued	40% of permit fee as calculated, residual of plan review hourly @ DPD rate with 1 hour minimum.
Permit issued, no work started	25% of permit fee as calculated, no refund for plan review.
Permit issued, work started	NO REFUND
<b>CALCULATION TABLE "5"</b>	
<b>STATUS</b>	<b>REFUND</b>
Application filed, not processed.	80% of permit fee as calculated
Application filed, in process	70% of permit fee as calculated
Permit issued, no work started	60% of permit fee as calculated
Permit issued, work started	NO REFUND