

Jefferson County
Board of Commissioners
Agenda Request

To: Board of Commissioners
Philip Morley, County Administrator

From: Frank Gifford, Public Works Director *FG*

Agenda Date: February 13, 2012

Subject: Public Hearing on revisions to the Public Works Department and Department of Community Development Fee Schedules

Statement of Issue:

The Public Works Department and Department of Community Development have developed a Draft Ordinance that revises the following sections of the Jefferson County Code, Appendix FEE SCHEDULES:

- II. Department of Community Development Fee Schedule
 - II-020 Addresses and road naming
- IV. Public Works Department Fee Schedule
 - IV-010 Right-of-way use applications
 - IV-020 Utility applications
 - IV-030 Miscellaneous applications
 - IV-040 Development review applications

The revisions to the DCD Fee Schedule are minor. The Public Works Fee Schedule is proposed to be completely rewritten. They both reflect realigning tasks performed by Public Works and DCD with their core missions. Road naming and road name changes would be added to the DCD fees and road approach, general right-of-way, and utility permits would be added to the Public Works fees.

The Board has scheduled a public hearing. Public Works has complied with the public notice requirements and posted the Fee Schedules and public hearing notice on the County's internet home page.

Analysis/Strategic Goals/Pro's & Con's:

Also attached are:

- A memo that discusses the proposed Public Works fees,
- Expense analysis of the proposed Public Works fees, and

- A chart that compares the proposed Public Works fees with existing fees and fees charged by Clallam, Kitsap, and Thurston Counties for similar activities.

The proposed DCD fees are based on DCD's current fee methodology: the typical time required to process an application times the current DCD hourly rate.

Fiscal Impact/Cost Benefit Analysis:

Both Fee Schedules are intended to recover Public Works' and Community Development's expenses for providing services and ensure that there is not a negative fiscal impact.

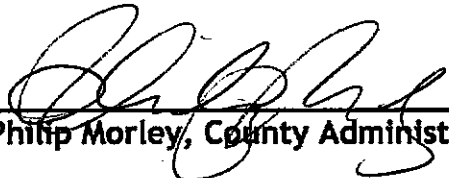
Recommendation:

Prior to the public hearing, Public Works and Community Development will make a brief presentation and answer questions regarding the Fee Schedules.


Public Works is not requesting the Board to adopt the Fee Schedule on February 13. The comment period will be held open until 4 PM on February 17. Public Works and Community Development will compile the comments and prepare responses and, if appropriate, recommend revisions to the Fee Schedules for consideration by the Board.

Department Contact: Jim Pearson, 385-9160

Reviewed By:



Philip Morley, County Administrator



Date

**State of Washington
County of Jefferson**

**In the matter of adopting revised Fee Schedules for)
the Departments of Community Development and) Ordinance No. _____
Public Works)**

1. PURPOSE

The purpose of this Ordinance is to revise the Jefferson County Code, Appendix FEE SCHEDULES: II. Department of Community Development and IV. Public Works Department.

2. DEPARTMENT OF COMMUNITY DEVELOPMENT FEE SCHEDULE

The Department of Community Development Fee Schedule, Section II-020 shall be revised to read as follows.

**II. Department of Community Development
Building Division, Development Review and Long Range Planning**

| | Fee | Additional Fee &/or Other Information |
|--|------------|---|
| II-020 Address and road naming applications | | Additional \$74 hourly charge after the minimum Base has been utilized. |
| (17) Application for E911 Number / Address | \$222 | - |
| (18) Application for E911 Plate Replacement | \$16 | - |
| (19) Road Name Petition | \$284 | Base; the petitioner will also pay for Public Works Department to install road name signs. |
| (20) Road Name Change Petition | \$497 | Base; the petitioner will also pay for the public hearing notice, if required and for Public Works Department to install road name signs. |

3. PUBLIC WORKS DEPARTMENT FEE SCHEDULE

The Public Works Department Fee Schedule shall be as follows.

IV. Public Works Department

| | Application Fee (1) | Application Fee Base Hours | Hourly Fee |
|---|----------------------------|-----------------------------------|-------------------|
| IV-010 Right-of-way use applications | | | |
| (1) Road Approach Permit | \$236 | 4 hours | \$59 |
| (2) Right-of-way General Permit / License | \$236 | 4 hours | \$59 |
| (3) Open Public Right-of-way Permit (2) | \$826 | 14 hours | \$59 |
| IV-020 Utility applications | | | |
| (1) Utility Permit - Annual | \$353 | - | - |
| (2) Utility Permit - Type A (3) | \$47 | - | \$59 |
| (3) Utility Permit - Type B | \$236 | 4 hours | \$59 |
| (4) Franchise / Franchise Renewal | \$1,185 | 15 hours | \$79 |
| IV-030 Miscellaneous applications | | | |
| (1) Oversize Vehicle Annual Permit | \$63 | - | - |
| (2) Oversize Vehicle Special Permit | \$101 | - | - |

| | | | |
|---|------------|----------|------|
| (3) Road Improvement District (RID) Petition (4) | \$2,844 | 36 hours | \$79 |
| (4) County Road/Lot Segregation Right-of-way Research | \$46 | - | - |
| (5) Road Name Sign Fabrication and Installation, Single | \$182 | - | - |
| (6) Road Name Sign Fabrication and Installation, Double | \$231 | - | - |
| (7) Road Name Sign Fabrication | \$81 | - | - |
| (8) Public Road Right-of-way Setback Variance | \$176 | - | - |
| (9) Public Road Right-of-way Vacation (5) | \$932 | 17 hours | \$79 |
| (10) Temporary Outdoor Use / Festival Permit | Hourly Fee | - | \$58 |
| IV-040 Development review applications (6) | | | |
| (1) Binding Site Plan Approval | \$632 | 8 hours | \$79 |
| (2) Building Permit - Commercial or Industrial | \$632 | 8 hours | \$79 |
| (3) Comprehensive Plan Amendment - Site Specific (7) | \$316 | 4 hours | \$79 |
| (4) Conditional Use Permit - Unified Development Code | Hourly Fee | - | \$79 |
| (5) Pre-application Conference (8) | \$119 | - | - |
| (6) Shoreline Substantial Development Permit or Exemption | Hourly Fee | - | \$79 |
| (7) Site Plan Approval Advance Determination (9) | \$316 | - | - |
| (8) Special Use Permit / Essential Public Facility | \$790 | 10 hours | \$79 |
| (9) Stormwater Management Permit | \$632 | 8 hours | \$79 |
| (10) Short Subdivision | \$316 | 4 hours | \$79 |
| (11) Long Subdivision (5 - 8 lots) | \$790 | 10 hours | \$79 |
| (12) Long Subdivision (more than 8 lots) | \$1,580 | 20 hours | \$79 |
| (13) Plat Alteration | \$158 | 2 hours | \$79 |

Public Works Department Fee Schedule Notes

(1) Application Fees are intended to reimburse the Department for its typical expenses related to processing an application. If an application is withdrawn, the unexpended remainder will be refunded. If the Department's expenses exceed the Application Fee, an Hourly Fee will be charged. As an alternative to the Hourly Fees listed above, the Department may assign appropriate staff persons at the following hourly rates:

| | |
|--------------------------------|------|
| Engineering Technician I | \$40 |
| Engineering Technician II | \$46 |
| Engineering Technician III | \$59 |
| Engineer I | \$55 |
| Engineer II | \$55 |
| Engineer III | \$80 |
| Right-of-way Representative | \$79 |
| Development Review Coordinator | \$79 |

(2) The Application Fee is intended to reimburse the Department for its typical expenses from application review through approval of the permit by the Board of County Commissioners. An Hourly Fee will be charged for activities after the permit is approved, including plan review, construction inspection, and final review.

(3) If the Department determines that the right-of-way has not been adequately restored, an Hourly Fee will be charged to inspect follow up restoration work

(4) The RID Petition Review Fee is intended to reimburse the Department for petition review and preliminary project management and engineering expenses for a simple RID through establishment by the Board of County Commissioners. As per RCW 36.55.074 Jefferson County will contract with the RID petitioners to reimburse the Department for expenses that exceed the RID Petition Review Fee. RID petitioners shall also submit a Special Benefit Appraisal prepared by a Washington State Licensed Appraiser. If the RID is established, the petitioners will be reimbursed for these preformation expenses from RID assessments.

(5) The Application Fee is intended to reimburse the Department for its typical expenses from vacation petition review through approval by the Board of County Commissioners and filing the Vacation Resolution with the County Auditor. Before the Department files the Vacation Resolution, the petitioner shall reimburse the Department for staff time expenses that exceed the Application Fee and for publishing the hearing notice, copying, postage, and the Auditor's filing fee.

(6) Fees apply to all development review activities by the Department, including application and plan review, construction inspections, and final review.

(7) For commercial, industrial, and multi-family residential redesignations, Major Industrial Developments, and Master Planned Resorts

(8) To attend Department of Community Development Pre-application Conference for Binding Site Plans, commercial and industrial Building Permits, Conditional Use Permits, Special Use Permits / Essential Public Facilities, Subdivisions, and Comprehensive Plan Site Specific Amendments for commercial, and industrial redesignations, Major Industrial Developments, and Master Planned Resorts

(9) For commercial and industrial developments

4. SEVERABILITY

If any section, subsection, sentence, clause, phrase, or figure of this Ordinance or its application to any person or circumstance is for any reason held invalid by any court of competent jurisdiction, the remainder of the Ordinance or its application to other persons or circumstances shall not be affected.

5. REPEALER

This Ordinance hereby repeals and replaces Jefferson County Ordinance No. 02-0223-09 Jefferson County Department of Community Development Fee Schedule Ordinance, Section II-020 Right-of-way, Utility, & Address Applications, Jefferson County Ordinance No. 12-96 Jefferson County Public Works Department Fee Schedule Ordinance, and all rules, regulations and ordinances of Jefferson County in conflict with this Ordinance or portions thereof.

6. EFFECTIVE DATE

This Ordinance shall become effective thirty (30) days after the date of adoption.

APPROVED AND ADOPTED this ____ day of _____, 2012.

**JEFFERSON COUNTY
BOARD OF COMMISSIONERS**

John Austin, Chair

Phil Johnson, Member

David W. Sullivan, Member

ATTEST:

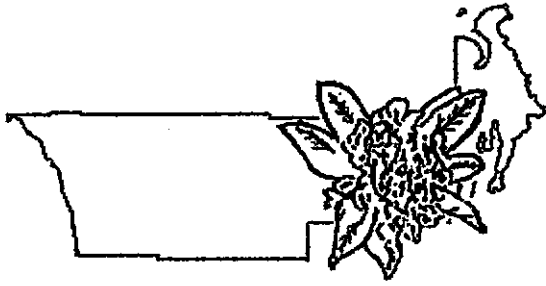
Clerk of the Board

APPROVED AS TO FORM:

David Alvarez 11/30/2011

David Alvarez
Deputy Prosecuting Attorney

 **COPY**



Jefferson County Department of Public Works

623 Sheridan St.
Port Townsend, WA 98368
(360) 385-9160

*Frank Gifford, Public Works Director
Monte Reinders, P.E., County Engineer*

MEMORANDUM

TO: Jefferson County Board of Commissioners
Philip Morley, County Administrator

FROM: Frank Gifford, Director *FG*

DATE: January 30, 2012

RE: Public Works Department Draft Fee Schedule - Analysis

The Public Works Department has submitted a Public Works Fee Schedule to the Board for review and approval. It is a complete revision of the Department's fees. The Fee Schedule proposes fees for:

- Road Approach Permits
- Right-of-way General Permits / Licenses
- Open Public Right-of-way Permits
- Utility Permits
- Franchises
- Oversize Vehicle Permits
- Road Improvement Districts
- County Road / Lot Segregation Right-of-way Research
- Road Name Sign Fabrication and Installation
- Public Road Right-of-way Setback Variances
- Public Road Right-of-way Vacations
- Temporary Outdoor Use / Temporary Festival Permits
- Binding Site Plan Approvals
- Building Permit review for commercial and industrial developments
- Comprehensive Plan Site Specific Amendments
- Conditional Use Permits
- Pre-Application Conferences
- Shoreline Substantial Development Permits and Exemptions
- Site Plan Approval Advance Determinations (SPAADs)
- Special Use Permits / Essential Public Facility Permits
- Stormwater Management Permits
- Short Subdivisions
- Long Subdivisions
- Plat Alterations

The activities for which fees are proposed fall into two main categories:

- **Road and right-of-way management** activities such as Road Approach, Open Right-of-way, Utility, and Oversize Vehicle Permits, Franchises, and Road Vacations and
- **Development review** activities where Public Works performs traffic and stormwater management tasks related to development applications. Development review fees mirror the applications in the Department of Community Development's Fee Schedule that Public Works reviews.

Fee Types

The Fee Schedule proposes three types of fees:

- **Application Fees** are proposed when there is typically little variance in the time required to process an application. Examples include Annual Utility Permits, Oversize Vehicle Permits, installing Road Name Signs, and Pre-Application Conferences.
- **Application Fees with additional Hourly Fees** are proposed where initial project review is typically uniform, but subsequent phases may have significant variation. Examples include Road Approach, Open Right-of-way, and Type B Utility Permits, and most development review applications. For example two Type B Utility Installation Permit applications may require similar review time to issue a permit, but one may require significantly more time for construction inspections. When Public Works' expense for a project exceeds the Application Fee, an Hourly Fee would be charged. The Department of Community Development's Fee Schedule uses a similar approach – a Base Fee with additional Hourly Fees. Clallam, Kitsap, and Thurston Counties also use this approach.
- **Hourly Fees** are proposed for applications that Public Works does not typically review, for example Temporary Outdoor Use Permits and Shoreline Development Permits. If Public Works determines that review is warranted, the applicant would be charged an Hourly Fee. An Hourly Fee is also proposed for Unified Development Code Conditional Use Permits since these applications cover a wide range of projects, many of which Public Works does not review.

Expense Analysis and Recovery

The goal of the Fee Schedule is to recover Public Works' expenses for performing these services. The fees are composed of wage and benefit expenses plus an allocation for Public Work's indirect expenses.

The indirect expense allocation includes expenses such as management, accounting, support staff, rent, vehicles, and computers. It is based on a cost allocation analysis which determined Public Works' indirect expense percentages. For most of the applications listed in the Fee Schedule, the Transportation Operations 34% indirect cost allocation is used. For Oversize Vehicle Permits and Road Name Signs which are the responsibility of the Maintenance Division, the Road Maintenance 32% indirect cost allocation is used.

In order to estimate the total time required for processing each application, Public Works mapped the typical steps and the time required for each step. This information is provided in the attached **Fee Schedule Expense Analysis**.

Fee Comparison

The attached **County Fee Comparison** worksheet compares the proposed fees with current Jefferson County fees and fees charged by Clallam, Kitsap, and Thurston Counties.

Jefferson County Code
Appendix FEE SCHEDULES
Expense Analysis

Section II. Department of Community Development

II-020 Address and Road Naming Applications

17. Application for E911 Number / Address
18. Application for E911 Plate Replacement
19. Road Name Petition
20. Road Name Change Petition

Section IV. Public Works Department

IV-010 Right-of-way Use Applications

1. Road Approach Permit
2. Right-of-Way General Permit / License
3. Open Public Right-of-Way Permit

IV-020 Utility Applications

1. Utility Permit – Annual
2. Utility Permit – Type A
3. Utility Permit – Type B
4. Franchise / Franchise Renewal

IV-030 Miscellaneous Applications

1. Oversize Vehicle Annual Permit
2. Oversize Vehicle Special Permit
3. Road Improvement District (RID) Petition Review
4. County Road / Lot Segregation Right-of-way Research
5. Road Name Sign Fabrication and Installation, Single
6. Road Name Sign Fabrication and Installation, Double
7. Road Name Sign Fabrication
8. Public Road Right-of-way Setback Variance
9. Public Road Right-of-Way Vacation
10. Temporary Outdoor Use Permit / Festival Permit

IV-040 Development Review Applications

1. Binding Site Plan Approval
2. Building Permit – Commercial or Industrial
3. Comprehensive Plan Amendment – Site Specific
4. Conditional Use Permit – Unified Development Code
5. Pre-application Conference
6. Shoreline Substantial Development Permit / Exemption
7. Site Plan Approval Advance Determination
8. Special Use Permit / Essential Public Facility
9. Stormwater Management Permit
10. Short Subdivision
11. Long Subdivision (5-8 lots)
12. Long Subdivision (more than 8 lots)
13. Plat Alteration

Jefferson County Department of Community Development
Fee Schedule Expense Analysis
II-020 Address and road naming applications
(17) Application for E911 Number / Address
(18) Application for E911 Plate Replacement

| | |
|--|--------------|
| Address / E911 Number Fee Fee (At DCD Hourly Base rate \$74) | \$222 |
|--|--------------|

| Typical Addressing Tasks | Hours |
|--|--------------|
| Review application and adjoining addressed sites | 1.0 |
| Visit site to determine address | 1.0 |
| Issue address and fabricate E911 number plate | 1.0 |
| Total | 3.0 |

| | |
|---|-------------|
| E911 Plate Replacement (current fee) | \$16 |
|---|-------------|

**Jefferson County Department of Community Development
 Fee Schedule Expense Analysis
 II-020 Address and road naming applications
 (19) Road Name Petition**

| | |
|--|--------------|
| Road Name Petition Fee (Applications that require additional work will be charged the DCD Hourly Base rate \$74) | \$284 |
|--|--------------|

| Typical Road Naming Process | Hours |
|--|--------------|
| DCD reviews address application and determines road must be named | - |
| DCD notifies applicant (petitioner) and provides petition & APO information | 1.0 |
| Petitioner submits proposed names to DCD | - |
| DCD submits proposed names to JEFFCOM and Fire District for review | 0.5 |
| DCD notifies other property owners; provides petition information and proposed names | 0.5 |
| Other property owners may submit proposed names to DCD | - |
| If additional names are submitted, DCD submits them to JEFFCOM and Fire District | - |
| JEFFCOM and Fire District determine acceptable names | - |
| DCD resolves issues with property owners | 1.0 |
| DCD selects road name and notifies petitioner, other property owners, and agencies | 1.0 |
| DCD sends new E911 Number plates to property owners and updates permit database | - |
| PWD fabricates and installs road name sign (See PWD Fees) | - |
| Total | 4.0 |

**Jefferson County Department of Community Development
 Fee Schedule Expense Analysis
 II-020 Address and road naming applications
 (20) Road Name Change Petition**

| | |
|---|--------------|
| Road Name Change Petition Fee (Applications that require additional work will be charged the DCD Hourly Base rate \$74) | \$497 |
|---|--------------|

| Typical Road Name Change Process | Hours |
|---|--------------|
| 75% of property owners submit petition to change road name | - |
| DCD reviews petition to determine validity and prepares petition notice | 1.0 |
| DCD submits proposed names to JEFFCOM and Fire District for review | 0.5 |
| JEFFCOM and Fire District determine acceptable names | - |
| DCD submits BOCC Agenda Request to schedule public hearing | 1.0 |
| DCD publishes public hearing notice in leader (County Roads only) | - |
| DCD provides petition and public hearing notice to other property owners and agencies | 1.0 |
| DCD submits BOCC Agenda Request to conduct public hearing | 1.0 |
| BOCC conducts public hearing and signs Road Name Change Resolution | 0.5 |
| DCD completes process & notifies property owners, County departments, & agencies | 2.0 |
| Total | 7.0 |

Jefferson County Public Works Department
Fee Schedule Expense Analysis
IV-010 Right-of-way use applications
(1) Road Approach Permits

| | |
|---------------------------------|--------------|
| Road Approach Permit Fee | \$235 |
|---------------------------------|--------------|

Road Approach Permit Hourly Expense

| | |
|---|----------------|
| Engineering Tech 3 2012 Wage & Avg. Road Fund Benefit Rate | \$43.87 |
| Road Fund - Administration 34% Indirect Expense | \$14.92 |
| 2012 Hourly Expense | \$58.79 |

| Typical Road Approach Permit Process | Hours |
|--|--------------|
| Application and fee intake by Support and Accounting staff | - |
| Application review | 0.5 |
| Inspect site for site distance, suitability, and drainage | 1.0 |
| Discuss drainage with Road Maintenance Supervisor | 0.5 |
| Issue permit and review with applicant | 1.0 |
| Inspect construction | 1.0 |
| Total | 4.0 |

**Jefferson County Public Works Department
 Fee Schedule Expense Analysis
 IV-010 Right-of-way use applications
 (2) Right-of-way General Permit / License**

Right-of-way General Permits are issued for miscellaneous, non-utility activities conducted in County rights-of-way, such as tree removal or installing signs by agencies and community organizations. Right-of-way Licenses are issued by the Board of County Commissioners. They authorize a private party to occupy a public right-of-way. PWD reviews these applications to ensure that there are no impacts to County Roads or traffic safety. There are very few applications for Right-of-way General Permits and Licenses.

| | |
|--|--------------|
| Right-of-way General Permit / License Fee | \$235 |
|--|--------------|

Right-of-way General Permit / License Hourly Expense

| | |
|---|----------------|
| Engineering Tech 3 2012 Wage & Avg. Road Fund Benefit Rate | \$43.87 |
| Road Fund - Administration 34% Indirect Expense | \$14.92 |
| 2012 Hourly Expense | \$58.79 |

| Typical Right-of-way General Permit Process | Hours |
|--|--------------|
| Application and fee intake by Support and Accounting staff | |
| Application review and communicate with applicant | 1 |
| Inspect site | 1 |
| Issue permit and review with applicant | 1 |
| Inspect installation | 1 |
| Total | 4 |

**Jefferson County Public Works Department
 Fee Schedule Expense Analysis
 IV-010 Right-of-way use applications
 (3) Open Public Right-of-way Permit**

An Open Right-of-way Permit authorizes the construction of a road on a public right-of-way.

| | |
|--|--------------|
| Open Public Right-of-way Permit Application Fee | \$823 |
|--|--------------|

Open Public Right-of-way Permit Hourly Expense

| | |
|---|----------------|
| Engineering Tech 3 2012 Wage & Avg. Road Fund Benefit Rate | \$43.87 |
| Road Fund - Administration 34% Indirect Expense | \$14.92 |
| 2012 Hourly Expense | \$58.79 |

Typical Open Public Right-of-way Permit Application Review Process

See Public Works Open Public Right-of-way Permit Flow Chart for detailed process description.

| Typical Permit Application Review Process | Hours |
|---|--------------|
| Applicant submits Open ROW Permit application | - |
| PWD conducts application review, gathers information, and conducts site visit | 6 |
| PWD notifies DCD and requests response regarding additional permits | 1 |
| PWD notifies adjacent property owners and requests comments | 1 |
| PWD develops preliminary recommendation for review | 2 |
| PWD develops County Engineer's Report | 2 |
| PWD submits BOCC Agenda Request to review and approve Open ROW Permit | 1 |
| PWD sends Open ROW Permit requirements to applicant | 1 |
| Total | 14 |

The Open Right-of-way Permit Application Fee is intended to reimburse the PWD for its typical expenses from application submittal through permit approval by the BOCC.

An Hourly Fee will be charged for the plan review, construction inspection, and final permit activities listed below.

| Typical Plan Review and Construction Inspection Process | Hours |
|---|--------------|
| Applicant submits engineered plans and other permits to PWD for review | - |
| PWD reviews plans and issues Open ROW Permit | 2 |
| PWD, applicant, and contractor hold pre-construction conference | 1 |
| Contractor constructs roadway and other improvements. | - |
| PWD conducts construction inspections. The number of inspections will vary depending on the project and site conditions. See list of inspections below. | 6 |
| PWD finalizes permit | 2 |
| Total | 11 |
| Typical Plan Review and Construction Inspection Expense | \$647 |

Typical Construction Inspections

| |
|---|
| Clearing and erosion and sedimentation control installation |
| Subgrade |
| Utilities and drainage facilities |
| Gravel base course |
| Crushed surfacing top course |
| Paving |
| Final |

**Jefferson County Public Works Department
 Fee Schedule Expense Analysis
 IV-020 Utility applications
 (1) Utility Permit - Annual**

JCC 13.56 requires utilities that conduct Type A activities to obtain an Annual Utility Permit.
 See Utility Permit - Type A for a list of these activities.

| | |
|------------------------------------|--------------|
| Utility Permit - Annual Fee | \$353 |
|------------------------------------|--------------|

Utility Permit - Annual Hourly Expense

| | |
|---|----------------|
| Engineering Tech 3 2012 Wage & Avg. Road Fund Benefit Rate | \$43.87 |
| Road Fund - Administration 34% Indirect Expense | \$14.92 |
| 2012 Hourly Expense | \$58.79 |

| Typical Utility Permit - Annual Process | Hours |
|---|--------------|
| PWD sends an annual utility permit application and related information to utilities that conduct Type A activities in County rights-of-way. | 1.0 |
| PWD administers activities related to annual utility permitting and managing utilities in County rights-of-way. | 4.0 |
| PWD bills utilities twice a year for Type A activities conducted under an Annual Permit. | 1.0 |
| Total | 6.0 |

**Jefferson County Public Works Department
 Fee Schedule Expense Analysis
 IV-020 Utility applications
 (2) Utility Permit - Type A**

JCC 13.56.050 specifies that Type A activities include installing fewer than 5 new poles, replacing poles, installing side services more than 2' off the edge of pavement, and installing individual service connections with less than 200' of trenching.

JCC 13.56.050 specifies that the fee for Type A activities shall be 20% of the fee for Type B activities.

| | |
|------------------------------------|--------------|
| Utility Permit - Type A Fee | \$47 |
| Utility Permit - Type B Fee | \$235 |

| Typical Utility Permit - Type A Process | Hours |
|--|--------------|
| Utility notifies PWD that it is conducting Type A activity | - |
| PWD tracks utility's Type A activities and bills semi-annually | 0.5 |
| PWD conducts random inspections of Type A activities | 0.5 |
| PWD conducts additional inspection if ROW restoration required | - |
| Total | 1 |

**Jefferson County Public Works Department
 Fee Schedule Expense Analysis
 IV-020 Utility applications
 (3) Utility Permit - Type B**

Type B activities exceed Type A thresholds and also include roadway crossings, installing underground vaults, constructing splice pits, attaching facilities to bridges, and installing main lines.

| | |
|------------------------------------|--------------|
| Utility Permit - Type B Fee | \$235 |
|------------------------------------|--------------|

Utility Permit - Type B Hourly Expense

| | |
|---|----------------|
| Engineering Tech 3 2012 Wage & Avg. Road Fund Benefit Rate | \$43.87 |
| Road Fund - Administration 34% Indirect Expense | \$14.92 |
| 2012 Hourly Expense | \$58.79 |

| Typical Utility Permit - Type B Process | Hours |
|---|--------------|
| Utility submits application and installation plans to PWD | - |
| Application and fee intake by Support and Accounting staff | - |
| PWD reviews plans, inspects site, and issues permit | 2 |
| Utility notifies PWD regarding project start date | - |
| PWD, utility, and contractor hold a pre-construction conference | 1 |
| PWD inspects installation and right-of-way restoration | 1 |
| Total | 4 |

**Jefferson County Public Works Department
 Fee Schedule Expense Analysis
 IV-020 Utility applications
 (4) Franchise / Franchise Renewal**

A Franchise is a contract between the County and a utility provider that authorizes utilities to be located in County Road rights-of-way and specifies terms and conditions.
 Franchises are subject to RCW 36.55 and Jefferson County Code Title 13 Utilities.

| | |
|----------------------------------|----------------|
| Franchise Application Fee | \$1,190 |
|----------------------------------|----------------|

Franchise Hourly Expense

| | |
|---|----------------|
| Development Review Coordinator 2012 Wage & Avg. Road Fund Benefit Rate | \$59.22 |
| Road Fund - Administration 34% Indirect Expense | \$20.13 |
| 2012 Hourly Expense | \$79.35 |

| Typical Franchise Process | Hours |
|---|--------------|
| Utility applies for franchise or franchise renewal | - |
| PWD researches issues related to specific franchise | 2 |
| PWD drafts franchise for review by utility | 2 |
| PWD negotiates franchise with utility | 2 |
| PWD incorporates revisions into franchise | 2 |
| Depending on the scale of an particular utility and the complexity of the issues, developing and negotiating a franchise may require additional PWD staff time. | - |
| PWD submits franchise for Risk & Legal review | - |
| Optional | |
| Risk & Legal directs franchise revisions | |
| PWD negotiates franchise revisions with utility | |
| PWD prepares revised draft franchise | |
| PWD resubmits franchise for Risk & Legal review | |
| PWD prepares public hearing notice | 1 |
| PWD prepares BOCC Agenda Request to schedule public hearing | 1 |
| PWD publishes and posts public hearing notice | 2 |
| PWD sends draft franchise to departments & agencies for review | 1 |
| PWD prepares BOCC Agenda Request to conduct public hearing | 1 |
| BOCC conducts public hearing | 1 |
| PWD compiles public hearing comments and responses | 3 |
| PWD prepares BOCC Agenda Request to consider PH comments | 1 |
| BOCC considers comments and grants franchise | - |
| Optional | |
| BOCC considers comments and directs PWD to negotiate revisions | |
| PWD negotiates franchise revisions with utility | |
| PWD resubmits franchise for Risk & Legal review | |
| PWD prepares BOCC Agenda Request to consider revised franchise | |
| BOCC considers revisions and grants franchise | |
| PWD sends franchise to utility for acceptance | - |
| Total | 15 |

**Jefferson County Public Works Department
 Fee Schedule Expense Analysis
 IV-030 Miscellaneous applications
 (1) Oversize Vehicle Annual Permit
 (2) Oversize Vehicle Special Permit**

RCW 46.44 specifies that a vehicle that exceeds 8.5' wide or 14' high requires an oversize vehicle permit to operate on County Roads.

Public Works issues two types of oversize vehicle permits:

An **Oversize Vehicle Annual Permit** authorizes the operation of a vehicle not exceeding 12' wide and 14' high. The permit requires review by the Road Maintenance Supervisor.

An **Oversize Vehicle Special Permit** authorizes operation of a vehicle exceeding 12' wide, but not exceeding 16' wide, or a vehicle exceeding 14' high. For a vehicle exceeding 14' high, a specific route must be proposed. The permit may authorize one or more trips. It may specify minimum and maximum speed limits, routes, times, limits on frequency, and conditions to ensure traffic safety. Prior to issuing the permit, the Road Maintenance Supervisor considers the vehicle dimensions and proposed route.

An **Oversize Vehicle Special Permit** may also authorize moving a building. A specific route must be proposed. The permit specifies escort and backup vehicles, restrictions on traffic delay, insurance, and safety precautions.

Oversize Vehicle Annual Permit

| | 2012 Loaded Rate | Road Maint. Indirect Expense | Hourly Expense | Typical Hours | Permit Expense |
|---|------------------|------------------------------|----------------|---------------|----------------|
| Hadlock Shop Administrator | \$37.94 | \$12.14 | \$50.08 | 0.5 | \$25.04 |
| Road Maintenance Supervisor | \$34.12 | \$10.92 | \$76.11 | 0.5 | \$38.06 |
| Oversize Vehicle Annual Permit Fee | | | | | \$63 |

Oversize Vehicle Special Permit

| | 2012 Loaded Rate | Road Maint. Indirect Expense | Hourly Expense | Typical Hours | Permit Expense |
|--|------------------|------------------------------|----------------|---------------|----------------|
| Hadlock Shop Administrator | \$37.94 | \$12.14 | \$50.08 | 0.5 | \$25.04 |
| Road Maintenance Supervisor | \$34.12 | \$10.92 | \$76.11 | 1.0 | \$76.11 |
| Oversize Vehicle Special Permit Fee | | | | | \$101 |

**Jefferson County Public Works Department
 Fee Schedule Expense Analysis
 IV-030 Miscellaneous applications
 (3) Road Improvement District Petition Fee**

Background

A Road Improvement District (RID) creates a special taxing district to fund the construction or improvement of a County Road from assessments on property in the RID.

RIDs are typically formed by petition of property owners and established by a resolution of the BOCC.

Before establishing an RID, Jefferson County needs to determine that the increased value of the properties in the RID will be greater than the cost of the road improvements.

A **Special Benefit Appraisal** estimates the increased value for each lot. It sets a budget for the RID.

Preliminary engineering estimates the cost of the project and whether it can be constructed within the RID budget.

Performing these tasks requires significant expense by PWD that must be reimbursed and not be paid for from the Road Fund. RCW 36.88.074 provides that counties may contract with property owners to pay for RID preformation expenses. The property owners would be reimbursed from RID revenues after the RID is established.

If the RID is established, RID preformation expenses are reimbursed through the RID assessments.

If the RID is not established, PWD needs to be reimbursed for preformation expenses. In order to ensure this the Fee Schedule should require an **RID Petition Fee** that will cover preformation project management and engineering expenses for a simple RID. If PWD determines that preformation expenses will exceed the RID Petition Fee, the petitioners will enter into a contract with Jefferson County to reimburse PWD for reasonable preformation expenses that exceed the RID Petition Fee.

Petitioners should also provide a **Special Benefit Appraisal** prepared by a Washington State Licensed Appraiser.

Typical Road Improvement District Process

Property owners submit a petition to establish an RID. The petition must be signed by the owners of a majority of the property fronting the proposed road and of the acreage comprising the district. The petition must include a map and a legal description of the proposed district boundary. The petitioners must pay the **RID Petition Fee** and provide the **Special Benefit Appraisal**.

PWD develops an estimate of petition review and preliminary engineering expenses. If the estimated expenses exceed the RID Petition Fee, PWD will contract with the petitioners to reimburse PWD for those expenses.

PWD reviews the petition and district boundary to verify that the petitioners own a majority of the road frontage and acreage in the proposed district.

PWD develops a preliminary engineering plan and estimates project management and construction expense.

PWD prepares County Engineer's Report that describes the RID boundaries, estimates total project cost (including right-of-way acquisition), discusses assessment methods, and estimates per parcel assessments.

PWD submits BOCC Agenda Request to consider the RID petition and County Engineer's Report.

BOCC adopts Resolution of Intent to establish the RID and schedules public hearing.

BOCC conducts hearing, establishes RID and boundaries, and sets proposed assessment per parcel.

If the RID is established, PWD manages road design, permitting, right-of-way acquisition, contracting, and construction. These expenses are reimbursed from RID assessments.

RID Petition Review

| | |
|--------------------------------|----------------|
| RID Petition Review Fee | \$2,857 |
| Hours | 36 |

RID Petition Review Hourly Expense

| | |
|--|----------------|
| Right-of-way Rep. 2012 Wage & Avg. Road Fund Benefit Rate | \$59.22 |
| Road Fund - Administration 34% Indirect Expense | \$20.13 |
| 2012 Hourly Expense | \$79.35 |

Typical RID Petition Review Process

| | Hours |
|---|--------------|
| PWD reviews RID petition, road frontage and parcel acreage, and district boundary to verify that the petition is valid. | 4 |
| PWD develops preliminary engineering plan and estimates project management and construction expense. | 16 |
| PWD prepares County Engineer's Report. | 8 |
| PWD provides staff to BOCC RID petition review and public hearing. | 8 |
| Total | 36 |

**Jefferson County Public Works Department
 Fee Schedule Expense Analysis
 IV-030 Miscellaneous applications
 (4) County Road / Lot Segregation Research**

JCC 18.35.040(4) provides that a County Road that bisects a parcel creates two parcels if the road was established after the parcel was created.
 In order to determine whether this situation exists, DCD requests PWD to determine the date that the County Road segment was established and whether the County's interest is in fee simple.
 PWD reviews the County Road file and provides documentation to DCD.

| | |
|---|-------------|
| County Road / Lot Segregation Research Fee | \$46 |
|---|-------------|

County Road / Lot Segregation Research Hourly Expense

| | |
|---|----------------|
| Engineering Tech 2 2012 Wage & Avg. Road Fund Benefit Rate | \$34.27 |
| Road Fund - Administration 34% Indirect Expense | \$11.65 |
| 2012 Hourly Expense | \$45.92 |

Typical County Road / Lot Segregation Process

| | Hours |
|---|--------------|
| DCD requests information regarding road establishment | - |
| PWD reviews road file and provides documentation to DCD | 1 |
| Total | 1 |

Jefferson County Public Works Department

Fee Schedule Expense Analysis

IV-030 Miscellaneous applications

(5) Road Name Sign Fabrication and Installation - Single Sign

(6) Road Name Sign Fabrication and Installation - Double Sign

(7) Road Name Sign Fabrication

| | |
|--|----------------|
| Traffic Sign Tech 2012 Wage & Avg. Road Fund Benefit Rate | \$44.62 |
|--|----------------|

| Single Sign | Cost |
|---|--------------|
| D3 Sign Double-sided | \$32.50 |
| Bracket 4x4 Post | \$6.50 |
| Treated Post 4x4x12 | \$20.05 |
| Traffic sign Tech Labor (1.5 Hours) | \$66.92 |
| Truck | \$12.00 |
| Subtotal | \$137.97 |
| Road Fund - Maint. 32% Indirect Expense | \$44.15 |
| Total | \$182 |

| Double Sign | Cost |
|---|--------------|
| D3 Sign Double-sided x 2 | \$65.00 |
| Bracket 4x4 Post | \$6.50 |
| Bracket for 2nd Sign | \$4.50 |
| Treated Post 4x4x12 | \$20.05 |
| Traffic sign Tech Labor (1.5 Hours) | \$66.92 |
| Truck | \$12.00 |
| Subtotal | \$174.97 |
| Road Fund - Maint. 32% Indirect Expense | \$55.99 |
| Total | \$231 |

| Replacement Sign | Cost |
|---|-------------|
| D3 Sign Double-sided | \$32.50 |
| Bracket 4x4 Post | \$6.50 |
| Traffic sign Tech Labor (0.5 Hours) | \$22.31 |
| Subtotal | \$61.31 |
| Road Fund - Maint. 32% Indirect Expense | \$19.62 |
| Total | \$81 |

**Jefferson County Public Works Department
 Fee Schedule Expense Analysis
 IV-030 Miscellaneous applications
 (8) Public Road Right-of-way Setback Variance**

JCC 18.30.050 specifies setbacks from various functional classifications of roadways. It also specifies criteria for granting setback variances.

Setback variance applications are submitted to DCD which requests comments from PWD.

PWD reviews setback variance applications and inspects site to determine whether there will be impacts to County Roads or traffic safety and provides comments to DCD.

| | |
|--|--------------|
| Public Road Right-of-way Setback Variance Fee | \$176 |
|--|--------------|

Public Road Right-of-way Setback Variance Hourly Expense

| | |
|---|----------------|
| Engineering Tech 3 2012 Wage & Avg. Road Fund Benefit Rate | \$43.87 |
| Road Fund - Administration 34% Indirect Expense | \$14.92 |
| 2012 Hourly Expense | \$58.79 |

**Typical Public Road Right-of-way Setback
 Variance Process**

| | Hours |
|---------------------------------|--------------|
| PWD reviews the application. | 1 |
| PWD inspects site and vicinity. | 1 |
| PWD provides comments to DCD. | 1 |
| Total | 3 |

Jefferson County Public Works Department
 Fee Schedule Expense Analysis
 IV-030 Miscellaneous applications
 (9) Public Road Right-of-way Vacation

Public Road Right-of-way Vacation Hourly Expense

| | |
|--|----------------|
| Right-of-way Representative 2012 Wage & Avg. Road Fund Benefit Rate | \$59.29 |
| Road Fund - Administration 34% Indirect Expense | \$20.16 |
| 2012 Hourly Expense | \$79.45 |
| Engineering Tech 2 2012 Wage & Avg. Road Fund Benefit Rate | \$34.27 |
| Road Fund - Administration 34% Indirect Expense | \$11.65 |
| 2012 Hourly Expense | \$45.92 |

| Typical Public Road Right-of-way Vacation Process | Hours | |
|---|--------------|-------------------|
| Initiating Vacation Petition | | |
| Applicant submits request letter with application fee | | |
| PWD prepares petition packet for petitioner | 2.0 | ET2 |
| Vacation Processing | | |
| Petitioner returns petition with appraisal and processing fee | | |
| PWD verifies petition signatures and APOs | 1.0 | ET2 |
| PWD notifies APOs and agencies | 1.0 | ET2 |
| PWD considers APO and agency comments | 1.5 | ET2; ROW Rep: 0.5 |
| PWD prepares legal description | 1.0 | ROW Rep |
| PWD schedules hearing with Hearing Examiner and posts notice | 2.0 | ET2; ROW Rep: 1 |
| PWD prepares staff report & County Engineers' Report for HE | 2.0 | ET2; ROW Rep: 0.5 |
| PWD attends public hearing | 2.0 | ET2; ROW Rep: 1 |
| PWD communicates with petitioner during vacation process | 1.0 | ET2 |
| BOCC Approval and Filing | | |
| PWD submits BOCC Agenda Request: HE recommendation, vacation resolution | 1.5 | ET2; ROW Rep: 0.5 |
| PWD collects final bill, property compensation, public hearing notice, and filing fee from petitioner | 0.5 | ET2 |
| PWD files vacation resolution with Auditor | 0.5 | ET2 |
| PWD notifies petitioner, APOs, and agencies | 1.0 | ET2 |
| Typical Road Vacation Hours | 17.0 | |
| Road Vacation Petition Fee | \$932 | |

ET2 Total: 12.5
 ROW Rep Total: 4.5

**Jefferson County Public Works Department
 Fee Schedule Expense Analysis
 IV-030 Miscellaneous applications
 (10) Temporary Outdoor Use Permit / Temporary Festival Permit**

A Permit from Jefferson County is required for conducting activities listed in JCC 18.20.380 Temporary Outdoor Uses and JCC 18.20 390 Temporary Festivals.

Applications for a Temporary Outdoor Use Permit or Temporary Festival Permit are made to DCD. Public Works reviews these applications to ensure that there are no impacts to County Roads or traffic safety.

Public Works comments to DCD regarding County Roads or traffic safety.

Public Works rarely reviews these applications. It would be not appropriate to charge an Application Fee since Public Works may not review the application. An Hourly Fee should be charged only for those applications that require review by Public Works.

| | |
|---|--------------|
| Temporary Outdoor Use Permit / Festival Permit Fee | \$176 |
|---|--------------|

Temporary Outdoor Use Permit / Temporary Festival Permit Hourly Expense

| | |
|---|----------------|
| Engineering Tech 3 2012 Wage & Avg. Road Fund Benefit Rate | \$43.87 |
| Road Fund - Administration 34% Indirect Expense | \$14.92 |
| 2012 Hourly Expense | \$58.79 |

**Typical Temporary Outdoor Use Permit / Festival Permit
 Process**

| | Hours |
|------------------------------|--------------|
| PWD reviews the application | 1 |
| PWD inspects site access | 1 |
| PWD provides comments to DCD | 1 |
| Total | 3 |

**Jefferson County Public Works Department
 Fee Schedule Expense Analysis
 IV-040 Development review applications**

Development Review Hourly Expense

| | |
|---|----------------|
| Development Review Coordinator 2012 Wage & Avg. Road Fund Benefit Rate | \$59.22 |
| Road Fund - Administration 34% Indirect Expense | \$20.13 |
| 2012 Hourly Expense | \$79.35 |

| Typical Review Processes | Hours | Application Fee |
|--|--------------|------------------------|
| (1) Binding Site Plan Approval | | |
| Application and SEPA review | 4 | |
| Stormwater management plan review | 2 | |
| Final review | 2 | |
| Total Hours | 8 | \$632 |
| (2) Building Permit - Commercial or Industrial | | |
| Application review | 2 | |
| Stormwater management plan review | 2 | |
| Site inspections | 2 | |
| Final review | 2 | |
| Total Hours | 8 | \$632 |
| (3) Comprehensive Plan Amendment - Site Specific | | |
| For multi-family residential, commercial, and industrial redesignations, Major Industrial Developments, and Master Planned Resorts | | |
| Application and SEPA review | 4 | |
| Total Hours | 4 | \$316 |
| (4) Conditional Use Permit - Unified Development Code | | |
| Since Public Works does not review all CUP applications, an hourly fee should be charged if Public Works reviews an application. | | |
| Application and SEPA review | 4 | |
| Stormwater management plan review | 2 | |
| Site inspections | 2 | |
| Final review | 2 | |
| Total Hours | 10 | Hourly Fee |
| (5) Pre-Application Conference | | |
| For Conditional Use Permits, Special Use Permits / Essential Public Facilities, Subdivisions, and Comprehensive Plan Site Specific Amendments for multi-family residential, commercial, and industrial redesignations, Major Industrial Developments, and Master Planned Resorts | | |
| Research and attend pre-application conference | 1.5 | |
| Total Hours | 1.5 | \$119 |
| (6) Shoreline Substantial Development Permit / Exemption | | |
| Since Public Works does not typically review these applications, an hourly fee should be charged if Public Works reviews an application. | | |
| | | Hourly Fee |

Jefferson County Public Works Department
 Fee Schedule Expense Analysis
 IV-040 Development review applications

| Typical Review Processes | Hours | Application Fee |
|---|-----------|-----------------|
| (7) Site Plan Approval Advance Determination | | |
| For commercial and industrial SPAADs | | |
| Application and SEPA review | 4 | |
| Total Hours | 4 | \$316 |
| (8) Special Use Permit / Essential Public Facility | | |
| Application and SEPA review | 4 | |
| Stormwater management plan review | 2 | |
| Site inspections | 2 | |
| Final review | 2 | |
| Total Hours | 10 | \$790 |
| (9) Stormwater Management Permit | | |
| Application review | 2 | |
| Stormwater management plan review | 2 | |
| Site inspections | 2 | |
| Final review | 2 | |
| Total Hours | 8 | \$632 |
| (10) Short Subdivision - If no road construction is required | | |
| Application review | 2 | |
| Final review | 2 | |
| Total Hours | 4 | \$316 |
| (10) Short Subdivision - If road construction is required | | |
| Application review | 2 | |
| Stormwater management and road plan review | 2 | |
| Site inspections | 2 | |
| Final plat review | 2 | |
| Total Hours | 8 | \$632 |
| (11) Long Subdivision (5 - 8 lots) | | |
| Application and SEPA review | 4 | |
| Stormwater management and road plan review | 2 | |
| Site inspections | 2 | |
| Final plat review | 2 | |
| Total Hours | 10 | \$790 |
| (12) Long Subdivision (more than 8 lots) | | |
| Larger long plats may require significantly greater application, SEPA, and plan review and construction inspections. The proposed fee would cover typical project expenses. Expenses that exceed this amount would be subject to an hourly fee. | | |
| Application and SEPA review | 8 | |
| Stormwater management and road plan review | 4 | |
| Site inspections | 4 | |
| Final plat review | 4 | |
| Total Hours | 20 | \$1,580 |
| (13) Plat Alteration | | |
| Plat alteration review | 2 | |
| Total Hours | 2 | \$158 |

Jefferson County Code Appendix: FEE SCHEDULES
 IV. Public Works Department
 County Fee Comparison

| | Application Fee | Application Fee Base Hours | Hourly Fee | Current Fee | Other County Fees | | |
|--|-----------------|----------------------------|------------|-----------------|-------------------|-----------------|-------------|
| | | | | | Clallam | Kitsap | Thurston |
| IV-010 Right-of-way use applications | | | | | | | |
| (1) Road Approach Permit | \$236 | 4 hours | \$59 | \$213 | \$180 | \$332 | \$250-\$375 |
| (2) Right-of-way General Permit / License | \$236 | 4 hours | \$59 | \$50 | \$180 | \$230 | \$250 |
| (3) Open Public Right-of-way Permit | \$826 | 14 hours | \$59 | \$49 | \$275 | \$1,500-\$3,972 | \$688 |
| IV-020 Utility applications | | | | | | | |
| (1) Utility Permit - Annual | \$353 | - | \$59 | \$213 | - | - | - |
| (2) Utility Permit - Type A | \$47 | - | \$59 | \$43 | \$180 | \$230 | \$75 |
| (3) Utility Permit - Type B | \$236 | 4 hours | \$59 | \$213 | \$180 minimum | \$230 | \$125 |
| (4) Franchise / Franchise Renewal | \$1,155 | 15 hours | \$79 | \$212 | \$1,000 (1) | \$135 | \$1,250 |
| IV-030 Miscellaneous applications | | | | | | | |
| (1) Oversize Vehicle Annual Permit | \$63 | - | - | \$6 | No | \$50 | No |
| (2) Oversize Vehicle Special Permit | \$101 | - | - | \$6 | No | \$50 | \$25 |
| (3) Road Improvement District Petition | \$2,844 | 36 hours | \$79 | \$555 | No | No | No |
| (4) County Road / Lot Segregation Right-of-way Research | \$46 | - | - | - | - | - | - |
| (5) Road Name Sign Fabrication and Installation, Single | \$182 | - | - | \$111 | No | \$135 | \$120 |
| (6) Road Name Sign Fabrication and Installation, Double | \$231 | - | - | \$147 | No | - | - |
| (7) Road Name Sign Fabrication | \$81 | - | - | - | No | No | No |
| (8) Public Road Right-of-way Setback Variance | \$176 | - | - | - | - | - | - |
| (9) Public Road Right-of-way Vacation | \$932 | 17 hours | \$79 | Hourly Fee | \$800 | \$635 | \$1,625 |
| (10) Temporary Outdoor Use / Festival Permit | Hourly Fee | - | \$59 | - | \$160 | - | - |
| IV-040 Development review applications (2) | | | | | | | |
| (1) Binding Site Plan Approval | \$632 | 8 hours | \$79 | - | - | - | - |
| (2) Building Permit - Commercial, Industrial | \$6,323 | 8 hours | \$79 | \$65 / Hour | - | - | - |
| (3) Comprehensive Plan Amendment - Site Specific | \$316 | 4 hours | \$79 | - | - | - | - |
| (4) Conditional Use Permit - Unified Development Code | Hourly Fee | - | \$79 | \$65 / Hour | - | - | - |
| (5) Pre-application Conference | \$119 | - | - | \$105 | \$125 | - | - |
| (6) Shoreline Substantial Development Permit or Exemption | Hourly Fee | - | \$79 | - | - | - | - |
| (7) Site Plan Approval Advance Determination | \$316 | - | - | - | - | - | - |
| (8) Special Use Permit / Essential Public Facility | \$790 | 10 hours | \$79 | \$65 / Hour | - | - | - |
| (9) Stormwater Management Permit | \$632 | 8 hours | \$79 | \$65 / Hour | \$340 minimum | - | - |
| (10) Short Subdivision | \$316 | 4 hours | \$79 | \$65 / Hour | - | - | - |
| (11) Long Subdivision (5 - 8 lots) | \$790 | 10 hours | \$79 | \$1,378+lot fee | - | - | - |
| (12) Long Subdivision (more than 8 lots) | \$1,580 | 20 hours | \$79 | \$1,378+lot fee | - | - | - |
| (13) Plat Alteration | \$158 | 2 hours | \$79 | - | - | - | - |
| Hourly Fee for work that exceeds base fee: | | | | | | | |
| (1) Clallam County charges an hourly fee if the expense of processing the franchise exceeds the application fee. | | | | | \$75 | \$65 - \$125 | \$125 |
| (2) Because task assignments vary significantly, it is not feasible to compare development review fees with other counties | | | | | | | |

II. Department of Community Development

| Address and road naming applications | | | | | | | |
|--------------------------------------|-------|------|---------|-------|-------------|-------|--------|
| (17) Address / E 911 Number | \$222 | - | - | \$222 | \$50 | \$115 | No (1) |
| (18) E911 Number Plate Replacement | \$16 | - | - | \$16 | \$25 | - | - |
| (19) Road Name Petition | \$284 | \$74 | 4 hours | \$42 | No | \$230 | No |
| (20) Road Name Change Petition | \$497 | \$74 | 7 hours | \$42 | Not Allowed | No | No |

(1) Thurston County assigns addresses based on parcel number without a site visit.