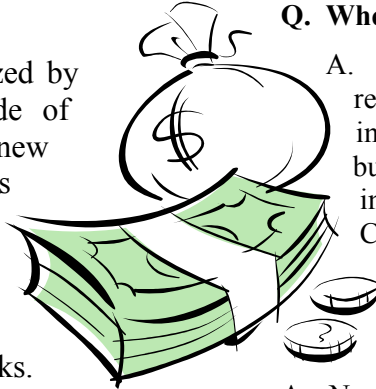




# #32 - DEFERRED IMPACT FEES

## Q. What are impact fees?

A. Impact fees are charges authorized by Chapter 82.02 of the Revised Code of Washington (RCW) and imposed on new development activity that creates additional demand and need for public facilities. Kitsap County, in accordance with Kitsap County Code Title 4, Section 4.110, collects the impact fees for schools, roads and parks.



## Q. When do deferred impact fees need to be paid?

A. Impact fees may be paid at any time prior to requesting a final building inspection. Once the impact fees are paid you can request a final building inspection. When the final building inspection is performed and approved, the Certificate of Occupancy will be placed on the building permit placard

## Q. What are *deferred* impact fees?

A. *Deferred* impact fees are impact fees charged to specific building permits where the fee is allowed to be “deferred” or “paid later” at a time when the project is complete, prior to requesting final building inspection.

## Q. Can I defer impact fees on a permit application that was turned in before January 1, 2004?

A. No, the “deferral” of impact fees is authorized by Kitsap County Code, (KCC) Section 4.110, which is the result of Ordinance numbers 302-2003 and 313-2003 that have an effective date of January 1, 2004. All building permit applications received prior to that date are subject to impact fees under KCC Section 4.108 and 4.112, which do not allow “deferred” impact fees.

## Q. How do I get my impact fees “deferred?”

A. When submitting an application for a building permit, a request can be made to “defer” the impact fees. To do so, a “*Deferred Impact Fee Acknowledgement*” form (See reverse) must be completed and signed by the owner of the property, agreeing that the fees will be paid prior to requesting final building inspection. (This form may be submitted either upon application or just prior to permit issuance.)

## Q. Can my Builder or Real Estate Agent sign the *Deferred Impact Fee Acknowledgement*?

A. No, only the legal owner of the property on which a building permit is issued for, can sign the *Deferred Impact Fee Acknowledgement* unless the “agent” has legal power of attorney specifically authorizing the person to act as an agent for the owner. A certified original of such document would need to be presented, and a copy submitted to DCD along with the Acknowledgement.

## Q. Can I move in or use the building before I pay the impact fees?

A. No, The International Building Code, Section 110.1 (IRC R110.1) states in part: No building or structure shall be used or occupied until the building official has issued a Certificate of Occupancy. The Certificate of Occupancy will not be issued until all impact fees are paid and all SDAP and building inspections are approved.

## Q. What happens if my building permit expires before “final inspection?”

A. When a building permit expires that has “deferred” impact fees outstanding, a letter will be sent to the owner of the property stating that the impact fees are due and payable. If the impact fees are not paid within 30 days, and the permit has not been withdrawn, or if the permit is not “re-issued” to make it active within that 30 day period, collection proceedings will begin.

## Q. How do I make sure my permit does not expire?

A. Building permits, when issued, are good for 180 days. Permit expiration dates are then automatically extended by having inspections performed, resulting in an expiration date of 180 days from the last inspection. In other words, if an inspection is performed within every 180 days, a building permit will remain active until the building is complete.

## Q. Will my *deferred* impact fee amounts change?

A. No, once a building permit application is received, the impact fees for that project are determined based on the impact fee amounts effective on that date, as determined by KCC Section 4.110 (which can be seen on our website [www.kitsapgov.com](http://www.kitsapgov.com)) and will not change over the course of the permit. However, once the structure has been completed or the permit expired, then, if not paid within 30 days, interest and the costs of collection may be added to the total due.



**KITSAP COUNTY DEPARTMENT OF COMMUNITY DEVELOPMENT**

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**DEFERRED IMPACT FEE ACKNOWLEDGEMENT**

Building permit number: \_\_\_\_\_ - \_\_\_\_\_ Parcel # \_\_\_\_\_

I/We, \_\_\_\_\_, as owner(s) of the property for which the building permit identified above is issued, acknowledge that this building permit is subject to the impact fees required by Kitsap County Code (KCC), Title 4, Chapter 4.110. The amount of the deferred impact fee required for this building permit is \$\_\_\_\_\_.

I/We acknowledge that, pursuant to Kitsap County Code Chapter 4.110, the above impact fee must be paid before the Certificate of Occupancy may be issued. I/We agree to pay the above stated fee, in accordance with the Kitsap County Code, before the structure pursuant to the building permit identified above is occupied.

I/We acknowledge and agree to pay impact fees prior to requesting a final building inspection. If the building permit expires during construction, Kitsap County Department of Community Development (DCD) may send written notification to the following address that the impact fee is or may be due. I/we understand, however, that the payment of the impact fee prior to requesting final building inspection is my/our responsibility with or without written notification:

Name(s) \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_

I/We acknowledge that if said impact fee remains unpaid, Kitsap County, at its option, may record a Notice to Title against the property and initiate collection procedures to recover the impact fee and any collection fees to the extent allowed by law.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Owner