

**CITY OF POULSBO
LAND USE PERMIT FEES**

<i>APPLICATION TYPE</i>	<i>PLANNING REVIEW FEE</i>	<i>ENGINEERING REVIEW FEE/DEPOSIT</i>	<i>FIRE SAFETY REVIEW FEE¹</i>	<i>CONSULTANT / HEARING EXAMINER DEPOSIT²</i>	<i>PUBLICATION, NOTICE AND RECORDING FEES³</i>
Accessory Dwelling Unit/Detached	\$500	\$261 ⁴	None	None	\$300 deposit (applies to all permits)
Accessory Dwelling Unit/Within an existing residential structure	\$300	None	None	None	
Admin. Determination	\$300	None	None	None	
Amendments - Comp Plan	\$1,000	\$348 ⁴	None	Consultant Deposit \$200	
Administrative CUP	\$750	None	None	As determined by Planning Director	
Amendments – zoning (when CPA not required)	\$750	None	None	As determined by Planning Director	
Amendments - regulations	\$750	None	None	As determined by Planning Director	
Annexation-notice of intent	\$300	None	None	None	
Annexation-petition	\$1,200 + BRB fee (\$50)	None	None	Consultant Deposit \$500	
Binding Site Plan	\$1,500 + \$75/lot + \$.25/sq ft (if nonresidential)	\$1,500 + \$13/lot and \$375 drainage review per basin	(\$132 – to be paid w/ preapp fee)	Consultant Deposit \$750 HE Deposit as determined by Planning Director	

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Boundary Line Adjustment	\$250 + recording charges.	\$261 ⁴	None	To be determined by Planning Director	\$300 deposit (applies to all permits)
Concomitant Agreement Revision/Release	\$400 + hourly rate after 8-hours.	\$261 ⁴	None	Consultant Deposit \$750	
Conditional Use Permit	\$1,500 + HE costs	\$261 ⁴ and \$375 drainage review per basin if required	None	HE Deposit to be determined by Planning Department \$750 Consultant Deposit	
Critical Area Permit	\$500	None	None	Consultant Deposit \$300	
Final Plat	\$2,500 + \$75 /lot	\$1,500 + \$13/lot	\$132	Consultant Deposit \$300	
Home Occupation	\$200 + hourly rate after 4-hours.	None	None	None	
Hearing Examiner (HE)				\$1,000 - 5,000 deposit	
Planned Residential Development (PRD)	\$5,000 + Hearing Examiner costs	\$435 ⁴ and \$375 drainage review per basin	(\$132, to be paid w/ preapp fee)	Consultant Deposit \$750 HE Deposit TBD by Planning Director	

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Post Decision Review	25% of original fee	\$261 ⁴	\$132 ⁵		\$300 deposit (applies to all permits)
Plat Alterations – does not allow significant reconfiguration of lots, or the creation of additional lots.	25% of original fee	\$261 ⁴	\$132 ⁵		
Planned Urban Development (mixed use) (PUD)	\$3,000 + \$75 /lot or unit for multi family +\$.25 sq ft	\$435 ⁴ and \$375 drainage review per basin	(\$132, to be paid w/ preapp fee)	Consultant Deposit \$750 HE Deposit TBD by Planning Director	
Pre-app conference type A (minor)	\$150	\$190	\$132 ⁵	None	
Pre-app conference type B (standard)	\$300	\$300	\$132 ⁵		
SEPA Review - SEPA Checklist SEPA DEIS/FEIS	\$300 Cost to prepare EIS	None None	None None	None Consultant Deposit \$500/HE Deposit TBD by Planning Director	
Review of EIS	\$750 + hourly rate after 13 hours.		None	\$500	

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Shoreline Permit	\$1,000 + \$75 /unit plus Hearing Examiner costs	\$261 ⁴ + \$375 drainage review per basin if required	None	Consultant Deposit \$750 HE Deposit TBD by Planning Department	\$300 deposit (applies to all permits)
Shoreline Exemption	\$150	None	None	None	
Shoreline Variance	\$750 plus Hearing Examiner costs	None	None	Consultant Deposit \$750 HE Deposit TBD by Planning Department	
Shoreline CUP	\$750 plus Hearing Examiner costs	None	None	Consultant Deposit \$750 HE Deposit TBD by Planning Department	
Short Plat	\$1,500 + \$75/lot	\$1,025 + \$375 drainage review per basin if required	(\$132, to be paid w/ preapp fee)	Consultant Deposit \$300	
Site Plan Review	\$2,000 + \$.25/sq ft of gross floor area	\$615 + \$375 drainage review per basin if required	(\$132, to be paid w/ preapp fee)	Consultant deposit \$500	

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Minor SPR	\$500+.25 sq ft of gross floor area	\$261 ⁴	\$132 ⁵	None	\$300 deposit (applies to all permits)
Temporary Use	\$ 250 + hourly rate after 5 hours.	None	\$132 ⁵	None	
Unclassified actions	\$300 + hourly rate after 6 hours.	None	None	None	
Zoning Ordinance Variance	\$750	None	None	Consultant Deposit \$300	

¹ If a preapplication meeting is required for a permit, the Fire Safety Review fee will be charged with the other preapp fees, and no further charge will apply when the permit application is submitted. If a preapp is not required, the Fire fee will be charged with the permit application.

² Per PMC 3.12.010, costs for engineering, legal or other professional consultant services for processing a land use application shall be reimbursed by the applicant in addition to the basic permit fees.

³ Actual costs in excess of the deposit will be billed to the applicant; remaining deposit funds will be refunded after permit issuance.

⁴ Engineering review is charged at \$87/hr. Review time in excess of the deposit will be billed to the applicant; remaining deposit funds will be refunded after permit issuance.

⁵ This project type may not require Fire Safety Review; to be determined during preapp review or at permit application.