



# IMPACT FEES effective January 1, 2016

## ***What are Impact Fees?***

- ◆ An impact fee is a tax on development used to pay for its proportionate share of the impacts to public facilities. The City of Olympia collects impact fees for transportation, parks, and school facilities.
- ◆ Impact fees are charged only for new construction or changes in building use that create a need for street improvements, schools or parks facilities. (See pages 2 and 3 for fee schedules.)

## ***When are Impact Fees Paid?***

- ◆ Impact fees are based on the rates in effect on the date a complete building permit application is submitted and are collected by the City at the time a building permit is issued.
- ◆ Impact fees may be deferred until prior to final inspection subject to executed *Impact Fee Deferral Agreement* in a form acceptable to the City Attorney and an administrative fee of \$50. The City retains the full authority to withhold inspections and to suspend, revoke or refuse to issue occupancy and other building permits and to commence enforcement actions due to non-payment of impact fees. (OMC 15.04.040.H)

## ***Exceptions:***

- ◆ Fee payers may request credits, reductions, refunds, or exemptions:
  - ◆ Credits can be granted for the value of dedicated land, improvements, or construction provided by the fee payer if the land, improvements, and/or facility are within the City's adopted Capital Facilities Plan. The amount of the credit cannot exceed the impact fees that would have been due from the project. Any claim for a credit must be made to the Director of the Community Planning and Development Department no later than 20 calendar days after the submission of an application for a building permit.
  - ◆ Reductions in transportation impact fees may also be requested for Transportation Demand Management (TDM) and Commute Trip Reduction (CTR) measures. Such credits may be given at the discretion of the Director for certain operational or physical TDM improvements that reduce the impact on the City's transportation system. See page 4 for details.
  - ◆ Refunds are available if the impact fees paid are not spent or encumbered within six years of when the fees were paid. Refunds must be requested within one year of the date the right to claim the refund arises.
  - ◆ Exemptions are listed in the impact fee code. Fee payers may request that the Director of Community Planning and Development (or Olympia School District for school impact fees) determine whether a particular development falls within an exemption defined in the code.
- ◆ All requests for credits, reductions, refunds, or exemptions must be in writing and filed with the Director of Community Planning and Development at the address below.



# IMPACT FEES effective January 1, 2016

## TRANSPORTATION IMPACT FEE RATE SCHEDULE

Effective January 1, 2016

Land Uses	Unit of Measure	Fee
<b>RESIDENTIAL</b>		
Single Family (Detached)	Dwelling	\$3,432
Multifamily – Townhouse, Duplex	Dwelling	\$2,227
Senior Housing & Accessory Dwelling Unit	Dwelling	\$ 843
Mobile Home	Dwelling	\$2,005
<b>COMMERCIAL – SERVICES</b>		
Bank	Sq ft/GFA	\$18.80
Daycare	Sq ft/GFA	\$18.15
Hotel/Motel	Room	\$2,292
Service Station <sup>1</sup>	Fueling position	\$6,626
Movie Theatre	Seat	\$133
Health Club	Sq ft/GFA	\$7.97
Marina	Berth	\$515
<b>INSTITUTIONAL</b>		
Elementary/Jr High/High School	Student	\$202
University/College	Student	\$551
Church	Sq ft/GFA	\$1.98
Hospital	Sq ft/GFA	\$4.43
Asst Living, Nursing Home, Group Home	Bed	\$598
<b>INDUSTRIAL</b>		
Light Industry/Manufacturing/Industrial Park	Sq ft/GFA	\$4.26
Warehousing/Storage	Sq ft/GFA	\$1.58
Mini Warehouse	Sq ft/GFA	\$1.29
<b>RESTAURANT</b>		
Restaurant	Sq ft/GFA	\$19.78
Fast Food Restaurant	Sq ft/GFA	\$32.86
<b>COMMERCIAL RETAIL</b>		
<b>Retail Shopping Center</b>		
Up to 49,999 sq ft	Sq ft/GLA	\$6.34
50,000 – 99,999 sq ft	Sq ft/GLA	\$5.61
100,000 - 199,999 sq ft	Sq ft/GLA	\$5.51
200,000 – 299,999 sq ft	Sq ft/GLA	\$5.04
300,000 – 399,999 sq ft	Sq ft/GLA	\$6.01
Over 400,000 sq ft	Sq ft/GLA	\$6.76
<b>COMMERCIAL OFFICE</b>		
<b>Administrative Office</b>		
Up to 99,999 sq ft	Sq ft/GFA	\$12.08
100,000 – 199,999 sq ft	Sq ft/GFA	\$7.35
200,000 - 299,999 sq ft	Sq ft/GFA	\$6.42
300,000 sq ft and over	Sq ft/GFA	\$6.02
Medical Office/Clinic	Sq ft/GFA	\$12.09

Land Uses	Unit of Measure	Fee
<b>OTHER RETAIL USES</b>		
Supermarket >5,000 sq ft	Sq ft/GFA	\$16.06
Convenience Market < 5,000 sq ft	Sq ft/GFA	\$29.77
Discount Merchandise Store (free standing)	Sq ft/GFA	\$6.34
Miscellaneous Retail Sales	Sq ft/GLA	\$6.52
Furniture Store	Sq ft/GFA	\$0.45
Car Sales – New/Used	Sq ft/GFA	\$9.25
Nursery/Garden Center	Sq ft/GFA	\$5.42
Pharmacy/Drugstore	Sq ft/GFA	\$6.95
Video Rental	Sq ft/GFA	\$10.10
Automobile Care Center	Sq ft/GLA	\$5.42
Quick Lubrication Vehicle Shop	Servicing Position	\$5,997
Hardware/Bldg Materials Store <25,000 sq ft	Sq ft/GFA	\$5.49
Home Improvement Superstore >25,000 sq ft	Sq ft/GFA	\$2.66
<b>DOWNTOWN FEES<sup>2</sup></b>		
Multifamily Residential – Townhouse, Duplex	Dwelling	\$913
Senior Housing & Accessory Dwelling Unit	Dwelling	\$378
Asst Living, Nursing Home, Group Home	Bed	\$406
Hotel/Motel	Room	\$1,699
Movie Theatre	Seat	\$110
Marina	Berth	\$315
Downtown Services/Retail <sup>3</sup>	Sq ft/GLA	\$3.85
<b>DOWNTOWN ADMINISTRATIVE OFFICE<sup>2</sup></b>		
Up to 99,999 sq ft	Sq ft/GFA	\$7.84
100,000 – 199,999 sq ft	Sq ft/GFA	\$5.88
200,000 - 299,999 sq ft	Sq ft/GFA	\$5.10
300,000 sq ft and over	Sq ft/GFA	\$4.31
Medical Office/Clinic	Sq ft/GFA	\$10.58
Industrial Park	Sq ft/GFA	\$2.67
Warehousing/Storage	Sq ft/GFA	\$0.99
Mini Warehouse	Sq ft/GFA	\$0.81

### Notes:

For uses with Unit of Measure in "sq ft/GFA" or "sq ft/GLA," impact fee is dollars per square foot.

<sup>1</sup> Service Station can include Mini Mart (less than or equal to 2,500 sq. ft.) and/or Car Wash. Mini Mart greater than 2,500 sq. ft. is calculated separately.

<sup>2</sup> Downtown: As defined in Olympia Municipal Code 15.040.020.O.

<sup>3</sup> Downtown Services/Retail include Retail Stores, Restaurants, Supermarkets, Convenience Markets, Video Rentals, Banks, Health Clubs, Day Cares, and Libraries.



# IMPACT FEES effective January 1, 2016

## PARK IMPACT FEE

(Per Dwelling Unit)

(Applies to residential development only)

Effective January 1, 2016

HOUSING TYPE	IMPACT FEE
Single Family (including manufactured homes on individual lots)	\$5,437
Duplex (per unit)	\$3,698
Multifamily (including Townhouses)	\$3,698
Units in Senior Housing Developments (including single family units)	\$3,698
Downtown Multifamily (including Townhouses)	\$2,774
Mobile Home in Mobile Home Parks	\$3,698
Accessory Dwelling Units (only separate structures)	\$2,175
Single-room Occupancy	\$2,175

## SCHOOL IMPACT FEE

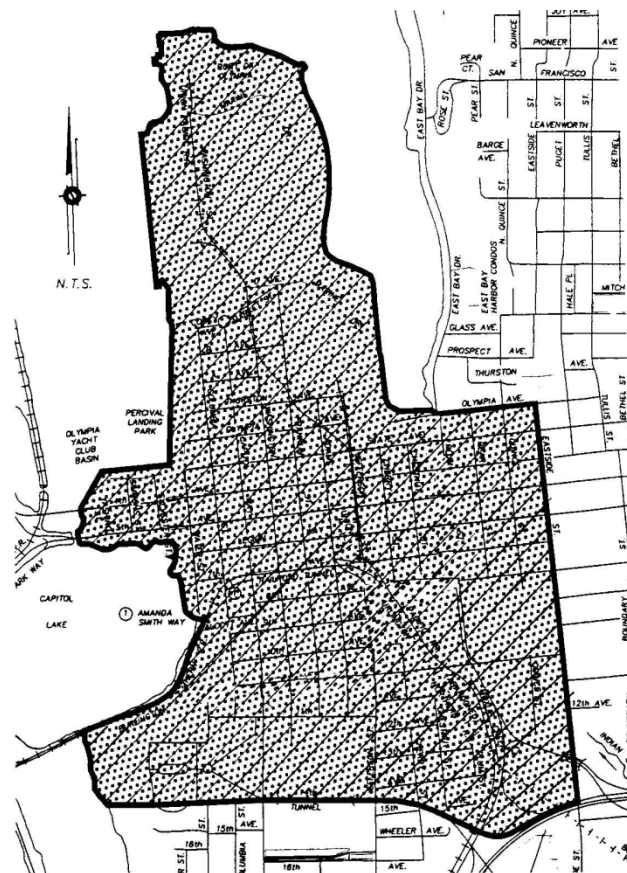
(Per Dwelling Unit)

(Applies to residential development only)

Effective January 1, 2016

HOUSING TYPE	FEE PER UNIT
Single Family - detached	\$5,240
Multifamily per unit (including Townhouses)	\$2,498
Downtown Multifamily per unit (including Townhouses) [Not required.]	\$0.00

## DOWNTOWN IMPACT FEE AREA



**There are five (5) options regarding the amount of impact fee to pay.**

1. Pay the amount as shown on this rate schedule.
2. Prior to obtaining a building permit, submit a request to the Director of Community Planning and Development (CP&D) for the City to provide an independent fee calculation for you. There is a \$500 fee for this calculation.
3. Submit your own independent fee calculation. The fee for review of this calculation is \$500 plus payment of any review costs (a second \$500 is required as a deposit toward such costs).
4. Appeal Process: Prior to an impact fee appeal, the fee payer must first make a Request for Director's Review on form available from CP&D. This request must be submitted in writing within 14 days of payment of the impact fee at issue. A written determination will be made by the Director and that determination may be appealed to the Olympia Hearing Examiner. See OMC 15.04.090 and OMC 18.75.040 for more information.
5. Include in the project proposal Transportation Demand Management (TDM) and Commute Trip Reduction (CTR) measures that reduce peak-hour traffic and, thus, reduce the need to build some transportation improvements. Eligible projects may reduce transportation impact fee assessments by providing:

ACTION	REDUCTION
<b>Operational Improvements:</b> <ul style="list-style-type: none"> <li>• Installation of centralized Transportation Demand Management (TDM) information center with maintained information.</li> <li>• Commercial development that would be occupied by employees subject to Commute Trip Reduction ordinance or evidence to voluntarily comply with Commute Trip Reduction ordinance.</li> <li>• Installation of parking spaces that are <b>designated</b> as paid parking (by residents or employees).</li> <li>• Signage and enforcement designating parking lots to be used for carpool or vanpool parking for non-building occupants.</li> </ul>	<p>1%</p> <p>3%</p> <p>3%</p> <p>1%</p>
<b>Physical Improvements:</b> <ul style="list-style-type: none"> <li>• Construction of direct walkway connection to the nearest arterial.</li> <li>• Installation of on-site sheltered bus stop or bus stop within 1/4 mile of site with adequate walkways as determined by Transportation Division staff.</li> <li>• Installation of bike lockers or employee showers.</li> <li>• Construction of on-site internal walk/bikeway network that connects to existing City bicycle/pedestrian networks.</li> <li>• Installation of preferential carpool/vanpool parking facilities.</li> <li>• Under-build median parking requirements by at least 20% OR under-build by at least 30% OR under-build by at least 40%.</li> <li>• Downtown construction that provides no parking for employees or customers.</li> </ul>	<p>1%</p> <p>1%</p> <p>1%</p> <p>1%</p> <p>2%</p> <p>2% or 4% or 7%</p> <p>10%</p>
<b>Other:</b> <ul style="list-style-type: none"> <li>• Other operational or physical Transportation Demand Management measures identified by the developer (with supporting documentation).</li> </ul>	<p>Up to 20% based upon peak-hour trip reductions</p>
<b>Total Maximum Reduction</b>	<b>Up to 20%</b>



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- ◆ Impact fees may be deferred until prior to final inspection subject to executed *Impact Fee Deferral Agreement* in a form acceptable to the City Attorney and an administrative fee of \$50. The City retains the full authority to withhold inspections and to suspend, revoke or refuse to issue occupancy and other building permits and to commence enforcement actions due to non-payment of impact fees. (OMC 15.04.040.H)

## Exceptions:

- ◆ Fee payers may request credits, reductions, refunds, or exemptions:
  - ◆ Credits can be granted for the value of dedicated land, improvements, or construction provided by the fee payer if the land, improvements, and/or facility are within the City's adopted Capital Facilities Plan. The amount of the credit cannot exceed the impact fees that would have been due from the project. Any claim for a credit must be made to the Director of the Community Planning and Development Department no later than 20 calendar days after the submission of an application for a building permit.
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# TRANSPORTATION IMPACT FEE RATE SCHEDULE

*Effective January 1, 2017*

<i>Land Uses</i>	<i>Unit of Measure</i>	<i>Fee</i>
<b>RESIDENTIAL</b>		
Single Family (Detached)	Dwelling	\$3,498
Multifamily –Townhouse, Duplex	Dwelling	\$2,293
Senior Housing & Accessory Dwelling Unit	Dwelling	\$ 868
Mobile Home	Dwelling	\$2,064
<b>COMMERCIAL – SERVICES</b>		
Bank	Sq ft/GFA	\$23.68
Daycare	Sq ft/GFA	\$24.67
Hotel/Motel	Room	\$2,399
Service Station <sup>1</sup>	Fueling position	\$10,101
Quick Lubrication Vehicle Shop	Servicing Positions	\$6,173
Automobile Care Center	Sq ft/GLA	\$5.13
Movie Theatre	Seat	\$137
Health Club	Sq ft/GFA	\$8.20
Marina	Berth	\$530
<b>INSTITUTIONAL</b>		
Elementary/Jr High/High School	Student	\$208
University/College	Student	\$459
Church	Sq ft/GFA	\$2.03
Hospital	Sq ft/GFA	\$3.72
Asst Living, Nursing Home, Group Home	Bed	\$616
<b>INDUSTRIAL</b>		
Light Industry/Manufacturing/Industrial Park	Sq ft/GFA	\$4.33
Warehousing/Storage	Sq ft/GFA	\$1.63
Mini Warehouse	Sq ft/GFA	\$1.33
<b>RESTAURANT</b>		
Restaurant	Sq ft/GFA	\$14.25
Fast Food Restaurant	Sq ft/GFA	\$32.64
Coffee/Donut Shop with Drive-Through Window	Sq ft/GFA	\$27.81
Coffee/Donut Shop with Drive-Through Window and No Indoor Seating	Sq ft/GFA	\$10.72
<b>COMMERCIAL RETAIL</b>		
<b>Retail Shopping Center</b>		
Up to 49,999 sq ft	Sq ft/GLA	\$6.15
50,000 – 99,999 sq ft	Sq ft/GLA	\$5.43
100,000 - 199,999 sq ft	Sq ft/GLA	\$5.34
200,000 – 299,999 sq ft	Sq ft/GLA	\$4.89
300,000 – 399,999 sq ft	Sq ft/GLA	\$5.82
Over 400,000 sq ft	Sq ft/GLA	\$6.57
<b>COMMERCIAL OFFICE</b>		
<b>Administrative Office</b>		
Up to 99,999 sq ft	Sq ft/GFA	\$12.34
100,000 – 199,999 sq ft	Sq ft/GFA	\$7.52
200,000 - 299,999 sq ft	Sq ft/GFA	\$6.56
300,000 sq ft and over	Sq ft/GFA	\$6.15
Medical Office/Clinic	Sq ft/GFA	\$12.85

<i>Land Uses</i>	<i>Unit of Measure</i>	<i>Fee</i>
<b>OTHER RETAIL USES</b>		
Supermarket >5,000 sq ft	Sq ft/GFA	\$12.74
Convenience Market < 5,000 sq ft	Sq ft/GFA	\$33.37
Furniture Store	Sq ft/GFA	\$0.36
Car Sales – New/Used	Sq ft/GFA	\$9.64
Nursery/Garden Center	Sq ft/GFA	\$10.20
Pharmacy/Drugstore	Sq ft/GFA	\$6.71
Hardware/Bldg Materials Store <25,000 sq ft	Sq ft/GFA	\$5.65
Discount Merchandise Store (free standing)	Sq ft/GFA	\$6.24
Video Rental	Sq ft/GFA	\$10.40
Home Improvement Superstore >25,000 sq ft	Sq ft/GFA	\$2.84
Miscellaneous Retail Sales	Sq ft/GLA	\$5.87
<b>DOWNTOWN FEES<sup>2</sup></b>		
Multifamily Residential – Townhouse, Duplex	Dwelling	\$1,004
Senior Housing & Accessory Dwelling Unit	Dwelling	\$380
Asst Living, Nursing Home, Group Home	Bed	\$367
Hotel/Motel	Room	\$1,431
Movie Theatre	Seat	\$89
Marina	Berth	\$316
Downtown Services/Retail <sup>3</sup>	Sq ft/GLA	\$3.87
<b>DOWNTOWN ADMININSTRATIVE OFFICE<sup>2</sup></b>		
Up to 99,999 sq ft	Sq ft/GFA	\$8.53
100,000 – 199,999 sq ft	Sq ft/GFA	\$5.20
200,000 - 299,999 sq ft	Sq ft/GFA	\$4.53
300,000 sq ft and over	Sq ft/GFA	\$4.25
Medical Office/Clinic	Sq ft/GFA	\$8.87
Industrial Park	Sq ft/GFA	\$2.99
Warehousing/Storage	Sq ft/GFA	\$1.13
Mini Warehouse	Sq ft/GFA	\$0.92

**Notes:**

For uses with Unit of Measure in “sq ft/GFA” or “sq ft/GLA,” impact fee is dollars per square foot.

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<sup>2</sup> Downtown: As defined in Olympia Municipal Code 15.040.020.O.

<sup>3</sup> Downtown Services/Retail include Retail Stores, Restaurants, Supermarkets, Convenience Markets, Video Rentals, Banks, Health Clubs, Day Cares, and Libraries.

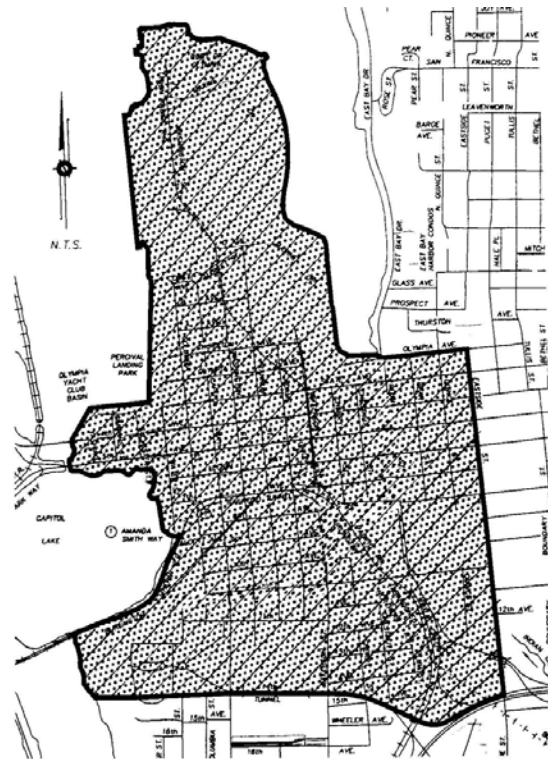
**PARK IMPACT FEE**  
**(Per Dwelling Unit)**  
**(Applies to residential development only)**  
*Effective January 1, 2017*

HOUSING TYPE	IMPACT FEE
Single Family (including manufactured homes on individual lots)	<b>\$5,446</b>
Duplex (per unit)	<b>\$3,704</b>
Multifamily (including Townhouses)	<b>\$3,704</b>
Units in Senior Housing Developments (including single family units)	<b>\$3,704</b>
Downtown Multifamily (including Townhouses)	<b>\$2,832</b>
Mobile Home in Mobile Home Parks	<b>\$3,704</b>
Accessory Dwelling Units (only separate structures)	<b>\$2,179</b>
Single-room Occupancy	<b>\$2,179</b>

**SCHOOL IMPACT FEE**  
**(Per Dwelling Unit)**  
**(Applies to residential development only)**  
*Effective January 1, 2017*

HOUSING TYPE	FEE PER UNIT
Single Family - detached	<b>\$5,298</b>
Multifamily per unit (including Townhouses)	<b>\$2,520</b>
Downtown Multifamily per unit (including Townhouses) [Not required.]	<b>\$0.00</b>

**DOWNTOWN IMPACT FEE AREA**



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5. Include in the project proposal Transportation Demand Management (TDM) and Commute Trip Reduction (CTR) measures that reduce peak-hour traffic and, thus, reduce the need to build some transportation improvements. Eligible projects may reduce transportation impact fee assessments by providing:

ACTION	REDUCTION
<b>Operational Improvements:</b>	
<ul style="list-style-type: none"> <li>Commercial development which would be occupied by employees subject to Commute Trip Reduction ordinance or evidence to voluntarily comply with Commute Trip Reduction ordinance.</li> </ul>	2%
<b>Physical Improvements:</b>	
<ul style="list-style-type: none"> <li>Installation of onsite sheltered bus stop or bus stop within ¼ mile of site with adequate walkways as determined by Transportation Division staff.</li> </ul>	2%
<ul style="list-style-type: none"> <li>Installation of preferential carpool/vanpool parking facilities.</li> </ul>	2%
<ul style="list-style-type: none"> <li>Underbuild median parking requirements by at least 20.</li> </ul>	2%
<b>Other:</b>	
<ul style="list-style-type: none"> <li>Other operational or physical Transportation Demand Management measures identified by the developer (with supporting documentation).</li> </ul>	Up to 5% based upon peak-hour trip reductions
<b>Maximum Reduction</b>	<b>Up to 10%</b>

This form has been approved for use by the Olympia Community Planning and Development (CPD) Department.



Keith Stahley, Director,  
Community Planning and Development

12/1/2016

Date