



**Department of Community and Economic Development  
Development Services Division  
ADMINISTRATIVE POLICY/CODE INTERPRETATION**

**MUNICIPAL**

**CODE SECTIONS:** Renton Municipal Code (RMC) 4-1-190G.5 Collection of Impact Fees and 4-1-160D.3 Assessment of School Impact Fees

**SUBJECT:** Determination of which fee schedule is used to calculate the School Impact Fees for a building permit.

**BACKGROUND:** There are two code references to when the appropriate fee schedule is determined for impact fees associated with a building permit. The school impact fee code states it is the fee schedule in place at time of permit issuance, while the newer impact fee code states that it is the fee schedule in place at time of permit application.

**JUSTIFICATION:** Impact fees, including the school impact fees, change every year. Applicants want to know what fees are going to apply to their particular building permit application. Using the fee schedule in place at time of application provides direct control to the applicant on which fee schedule applies, and is easier for staff to process. Since this is the procedure adopted for the other impact fees, the same procedure will be applied to the school impact fees.

**DECISION:** For all new dwelling units, the total amount of the school impact fees shall be assessed and collected from the applicant at the time of building permit issuance, using the fee schedule in effect at the time of complete application for the building permit. No permit shall be issued until the required school impact fees set forth in the fee schedule have been paid.

**DIRECTOR APPROVAL** \_\_\_\_\_  
Neil Watts

**DATE:** \_\_\_\_\_

**APPEAL  
PROCESS:**

To appeal this determination, a written appeal -- accompanied by the required filing fee -- must be filed with the City's City Clerk no later than 14 days from the date of this decision. Your submittal should explain the basis for the appeal. Section 4-8-110 of the Renton Municipal Code provides further information on the appeal process.

**CODE  
AMENDMENTS  
NEEDED TO  
IMPLEMENT  
DETERMINATIONS:**

4-1-160D.3 Assessment of School Impact Fees

3. For all new dwelling units, the total amount of the school impact fees shall be assessed and collected from the applicant at the time of building permit issuance, using the fee schedule ~~then in effect~~ in effect at the time of complete application for the building permit. No permit shall be issued until the required school impact fees set forth in the fee schedule have been paid.