



# A GUIDE TO APPLYING FOR CREDITS TO TRAFFIC IMPACT FEES FOR CONSTRUCTED ROAD IMPROVEMENTS OR OTHER CONTRIBUTIONS

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Pierce County has adopted Traffic Impact Fees (Ordinance 2006-60s) with an effective implementation date of January 1, 2007. Under certain instances, credits to reduce these Traffic Impact Fees may be available to the applicant if road improvements were constructed in association with the development, or if other equivalent contributions were made such as proportionate share payments for roadway improvements or dedication of road right of way. This bulletin is designed to assist you in understanding when such credits are available, what improvements and/or contributions are creditable, and how to apply for the credit determination.

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

Impact fees are charges on new development to pay for capital improvements that are needed to serve new development. Traffic impact fees are collected to improve the transportation system to accommodate the higher travel demand added by the new development.

The Revised Code of Washington (RCW 82.02.050) defines traffic impact fee programs as intended to: ensure that adequate facilities are available to serve new growth; establish standards by which new growth and development pay a proportionate share of the cost of new facilities needed to serve new growth and development; and ensure that impact fees are imposed through established procedures and criteria so that specific developments do not pay arbitrary fees or duplicative fees for the same impact.

## **Credits**

An applicant shall be entitled to a credit against the applicable impact fee for the value of any dedication of land for, improvement to, or new construction of any of the Traffic Impact Fee roadway or intersection construction projects as identified in the adopting ordinance, provided by the applicant, to facilities that are:

- (1) Included within the County's capital facilities plan and identified as Traffic Impact Fee roadway and/or intersection projects within the adopting ordinance that are to be funded in part by impact fees; and
- (2) At suitable sites and constructed at acceptable quality as determined by the County; and
- (3) Are completed, dedicated, or otherwise transferred to the County prior to the determination and award of a credit.

The value of a credit will be established by original receipts provided by the applicant for system improvements for which the impact fee is being charged. The value of a credit for land, including right of way and easements, shall be established on a case-by-case basis by

an appraiser, selected by, or acceptable to the County. The appraiser must be licensed in good standing by the State of Washington for the category of the property appraised. The appraisal shall be in accord with the most recent version of the Uniform Standards of Professional Appraisal Practice and shall be subject to review and acceptance by the Department. The appraisal and review shall be at the expense of the applicant.

If the amount of the credit is less than the calculated fee amount, the difference remaining shall be chargeable as an impact fee and paid at the time of application for the building permit. In the event the amount of the credit is calculated to be greater than the amount of the impact fee due, the applicant shall forfeit such excess credit.

### **Additional Information**

Additional Information regarding Traffic Impact Fees is available on-line at [www.piercecountywa.org/tif](http://www.piercecountywa.org/tif).



# Pierce County

Public Works and Utilities

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Director

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## Transportation Services

2702 South 42nd Street, Suite 201  
Tacoma, Washington 98409-7322  
(253) 798-7250 • FAX (253) 798-2740

### TRAFFIC IMPACT FEE CREDIT REQUEST

| <b>Owner:</b>   | <b>Phone:</b>            | <b>Date:</b>             |   |           |            |  |                          |                          |                          |   |                          |                          |                          |  |                          |                          |                          |   |                          |                          |                          |   |
|---|--------------------------|--------------------------|---|-----------|------------|--|--------------------------|--------------------------|--------------------------|---|--------------------------|--------------------------|--------------------------|--|--------------------------|--------------------------|--------------------------|---|--------------------------|--------------------------|--------------------------|---|
| <b>Site Address:</b>  |                          |                          |   |           |            |  |                          |                          |                          |   |                          |                          |                          |  |                          |                          |                          |   |                          |                          |                          |   |
| <b>Project Name:</b>  |                          |                          |   |           |            |  |                          |                          |                          |   |                          |                          |                          |  |                          |                          |                          |   |                          |                          |                          |   |
| <b>Parcel Number(s):</b> <i>Include parent parcel number or plat AFN number (if applicable)</i>   |                          |                          |   |           |            |  |                          |                          |                          |   |                          |                          |                          |  |                          |                          |                          |   |                          |                          |                          |   |
| <b>Building Permit Number (if applicable):</b>  |                          | <b>TSA #:</b>            |   |           |            |  |                          |                          |                          |   |                          |                          |                          |  |                          |                          |                          |   |                          |                          |                          |   |
| <b>Description:</b> <i>Include description of improvements, land, or payments for which a credit is being requested. Attach additional sheets as necessary.</i>   |                          |                          |   |           |            |  |                          |                          |                          |   |                          |                          |                          |  |                          |                          |                          |   |                          |                          |                          |   |
| <b>Checklist:</b><br><table border="0"> <thead> <tr> <th><u>Yes</u></th> <th><u>No</u></th> <th><u>N/A</u></th> <th></th> </tr> </thead> <tbody> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>I am requesting a credit for the value of improvements. I am providing original receipts for the value of improvements for which the impact fee is being charged. The improvements are complete or otherwise transferred to the County.</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>I am requesting a credit for the value of dedication of land. I am providing an appraisal of land value, including right of way and easements. The land has been dedicated or otherwise transferred to the County.</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>I am requesting a credit for payment of user fees, debt service payments, taxes, or other payments. I am providing receipts and a calculation of past tax payments.</td> </tr> <tr> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> <td>This credit request is being submitted (1) prior to, or with an application for a building permit for which an impact fee will be due; or (2) no later than one year after an application for a building permit for which an impact fee is due.</td> </tr> </tbody> </table> |                          |                          | <u>Yes</u>  | <u>No</u> | <u>N/A</u> |  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | I am requesting a credit for the value of improvements. I am providing original receipts for the value of improvements for which the impact fee is being charged. The improvements are complete or otherwise transferred to the County. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | I am requesting a credit for the value of dedication of land. I am providing an appraisal of land value, including right of way and easements. The land has been dedicated or otherwise transferred to the County. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | I am requesting a credit for payment of user fees, debt service payments, taxes, or other payments. I am providing receipts and a calculation of past tax payments. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | This credit request is being submitted (1) prior to, or with an application for a building permit for which an impact fee will be due; or (2) no later than one year after an application for a building permit for which an impact fee is due. |
| <u>Yes</u>  | <u>No</u>                | <u>N/A</u>               |   |           |            |  |                          |                          |                          |   |                          |                          |                          |  |                          |                          |                          |   |                          |                          |                          |   |
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| <p>In accordance with Section 4A.10.100 PCC, I hereby request a credit be applied towards the amount due for Traffic Impact Fees for the above referenced project. I understand that the County Engineer will review the submitted materials and will provide a letter or certificate of credit. I must review, sign, and return the letter or certificate of credit to the County within 60 calendar days. The letter or certificate must be returned to the County before the impact fee credit will be awarded. I further understand that failure to sign, date, and return the letter or certificate within 60 calendar days shall nullify the credit.</p> <p>I understand that if the amount of the credit is less than the calculated fee amount, the difference remaining shall be chargeable as an impact fee. In the event the amount of credit is calculated to be greater than the amount of the impact fee due, excess credit shall be forfeited.</p> <p>I understand that determinations made by the County Engineer may be appealed to the Examiner subject to the procedures set forth in Section 4A.10.120 and Chapter 1.22 PCC.</p>  |                          |                          |   |           |            |  |                          |                          |                          |   |                          |                          |                          |  |                          |                          |                          |   |                          |                          |                          |   |
| _____   | _____                    |                          |   |           |            |  |                          |                          |                          |   |                          |                          |                          |  |                          |                          |                          |   |                          |                          |                          |   |
| Printed Name  | Signed                   |                          |   |           |            |  |                          |                          |                          |   |                          |                          |                          |  |                          |                          |                          |   |                          |                          |                          |   |

