



Funding & Permit Fees

Background

In 2008, the Department of Community Development (DCD), formerly part of the general fund, became a special revenue fund. Beginning January 1, 2008 fees became the primary funding source for processing permits in accordance with the Community Development Fee Policies. Permitting fees collected are restricted to funding permit services and conversely, those services are dependent on the fees collected.

How is DCD funded?

DCD has five main funding sources, all of which are restricted to specific functions and/or services. For example, permitting fees are restricted to fee-based services such as building and development services, while grant funding is restricted to a specific scope of work and deliverables as mandated by the granting agency.

How are permitting fees established?

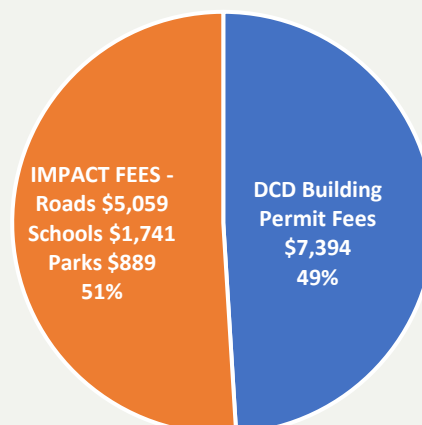
DCD fees and fee policies are established by resolution and include a public hearing process. The DCD Fee Schedule establishes residential, commercial, fire code construction, mechanical and plumbing permits, as well as land use and development fees. Land use and development fees are charged a flat fee for two iterations of review based on the average review time to review and process the application while the residential and commercial construction permits are determined by the building value or value of the improvement. DCD fees and fee policies are established during the scheduled Kitsap County annual and/or quarterly supplemental budget.

What fees will I be required to pay and when are they due?

Applicants are required to pay permitting fees, impact fees, and a nominal state surcharge for building permits. Building permit fees cover the cost of intake, plan review, inspections, and indirect costs and must be paid at time of submission, along with the state surcharge. Land use permit fees cover the cost of reviewing and processing pre-applications, engineering, environmental, and land use applications and must be paid at time of submission. DCD also collects impact fees for roads, schools and parks to offset the increased demand on public infrastructure due to new construction. Impact fees can be deferred but must be paid prior to scheduling final inspection.

Single Family Residence Fee Breakdown (2025)

(2,000 sq ft, 3 bedroom, 3 bathroom, excludes basic plan)



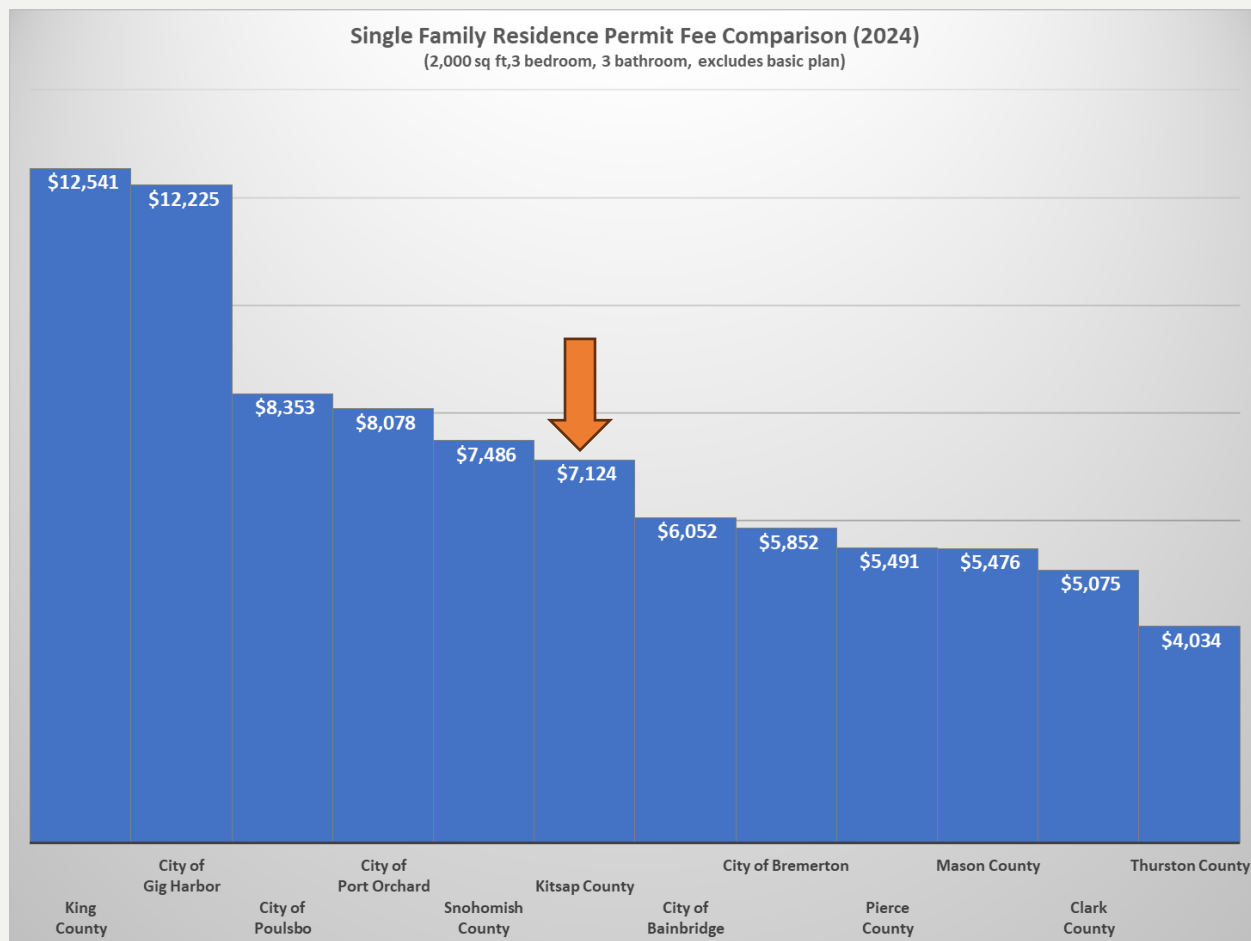
Why am I required to have a permit?

In Washington State, a building or development permit is required to ensure construction projects meet safety, environmental, zoning, and land-use regulations. These permits are put in place for several key reasons:

1. **Improves Safety:** Your permit allows the code official to reduce potential hazards of unsafe construction to provide for public health, safety, and welfare. By following code guidelines, your completed project will meet safety standards that helps protect your family, friends, and future owners. Code certified inspections complement the contractor's experience and act as a system of checks and balances resulting in a safer project.
2. **Protects Property Value:** Your home or business is an investment. If your construction project does not comply with the codes adopted by your community, the value of your investment could be reduced.
3. **Saves Money:** Property insurers may not cover work or damages caused by work done without permits and inspections. Insurance rates in your area are based on an established inspection program.
4. **Makes Selling Property Easier:** When property is sold through a multiple listing association, the owner is required to disclose any improvements or repairs made and if permits and inspections were obtained. Many financial institutions will not finance a purchase without proof of a final inspection.
5. **It's the Law:** A building permit is required by law and is intended to protect life and property.

Are the permitting fees reasonable?

DCD conducts extensive analysis and seeks other jurisdictional comparisons when setting permit fees. Permit fees are regionally competitive while allowing for timely, high-quality service delivery by staff. The following chart reflects a 2024 Single Family Residence permit fee comparison of local jurisdictions:



Revised Date: 3/25/2025

<http://kcowa.us/dcd>