



Fee Schedule

Residential and commercial building permit fees, as well as fire code construction permit fees are determined based on the building value or the value of the proposed improvements. This value is calculated either by multiplying the project's square footage by the square foot construction cost as published by the International Code Council (ICC) (issued semiannually in February and August and applied effective May 1 and November 1), or by using the declared value of the improvement. For improvements not covered by the ICC valuation tables, applicants may be required to provide a project valuation (i.e. replacement furnaces, decks, or similar components). That value is then multiplied by a permit fee multiplier based on the type of construction.

For single family residential projects, the permit fee may include all associated improvements to the structure, such as mechanical and/or plumbing work, fixture fees, and plan review. For commercial projects, the permit fee multiplier applies only to the main structure; supporting elements, including mechanical and plumbing systems, etc. and will have a separate fee based on the value of improvement.

The Director will establish a separate policy regarding the timeframe for permits and extensions.

Mechanical and Plumbing Fees are included in the building permit fee for new single- family residences. For all other permit types, mechanical and plumbing fees are based on valuation with a minimum fee of \$75.

Land use and development fees are charged a flat fee based on the average processing time to review/process the application. The flat fee includes two iterations of plans review (first submittal comments and review of second submittal comments), as well as intake and closeout of the application.

Inspections may or may not be included in the flat fee. Inspections that are charged an hourly rate as identified in the Community Development Fee Schedule, will be charged monthly, and must be paid in full prior to final inspection. DCD has established and published adjudication procedures for applicants who disagree with assessed fees higher than the base or flat fee.

A non-refundable **Base Application Fee** of \$90 is collected for each permit application unless otherwise noted.

A non-refundable **Technology Surcharge** of 3% is collected for each permit application, which will be maintained in a restricted account for technology initiatives only.

Other Agency Fees are collected for those agencies that have authorized the Department to collect fees on their behalf. These fees include impact fees for local schools, roads and parks, Kitsap Public Health District, Kitsap County Public Works, Kitsap County Auditor and the Washington State Building Code Council surcharge.

Building and Construction Fees – Title 14

Residential Building Flat Fee Permits

Type	Fee Amount
Manufactured Home installed on land parcel, Special Care Unit, RV	\$435.00
Manufactured Home installed in a mobile home park	\$145.00
Adult Family Home (per IRC R324)	\$145.00
Re-Roofing	\$145.00
Spa or Hot Tub	\$145.00
Pool	\$435.00
Demolition	\$145.00
Simplified Drainage Review - Engineered	\$1,160.00
Transitory Single Family	\$145.00

Commercial Building Flat Fee Permits

Type	Fee Amount
Transitory Housing* - Indoor, Large, Safe Park, Small <i>(inspection hours charged hourly)</i>	\$435.00
Manufactured Home installed in a mobile home park	\$145.00
Certificate of Occupancy	\$145.00
Temporary building installation and removal (i.e., job shack / office)	\$145.00
Home Business* <i>(See KCC Title 17 for other potential requirements)</i>	\$500.00
Sign Permit <i>(inspection time charged separately at issuance)</i>	\$362.50

*Not eligible for Third Party Review

Basic Development / Plan Set Fees

Plan sets approved for construction which may be used multiple times and on different lots.

Type	Fee Amount
Setup Fee for Establishing a Basic Plan Set	\$290.00
Establish Basic Plan Set <i>(See Valuation Table for Building Permit fee)</i>	½ Residential Permit Fee
Utilization of Basic Plan Set	65% Residential Fee + \$290.00

Residential Mechanical & Plumbing Fees

Exempt from base application fee

Type	Fee Amount
Mechanical and/or Plumbing Permit – Minimum Fee <i>(includes standard fixtures, based on valuation)</i>	
Bid Price Between \$1.00 - \$500.00	\$75.00
Bid Price Between \$500.01 - \$1,000.00	\$100.00
Bid Price \$1,000.01 and greater	\$205.00

Revisions of Issued Building Permits

Exempt from base application fee & technology fee

Type	Fee Amount
Commercial Building Permits	\$290.00
Residential Building Permits	\$290.00
Fire Construction/Operational Permits	\$290.00

Permit Fee Multipliers (PFM)

Multiplied by the project valuation to determine fee amount

Type	Fee Amount
Residential, Commercial Mechanical/Plumbing, Commercial Tenant Improvements and Fire Permits - includes plan review	.0224
All commercial projects except tenant improvements - includes plan review <i>Main structure only. Mechanical and plumbing calculated separately using .0224</i>	.0137

Miscellaneous Fees

Type	Fee Amount
Washington State Building Code Council - surcharge per building permit. <i>There is imposed a fee of six dollars and fifty cents on each residential building permit and a fee of twenty-five dollars for each commercial building permit issued by a county or a city, plus an additional surcharge of two dollars for each residential unit, but not including the first unit, on each building containing more than one residential unit. (RCW 19.27.085)</i>	Residential \$6.50/1st unit \$2/ea add'l unit Commercial \$25.00/ea
Building Permits Supplied with Well Water <i>Each new domestic use that proposes a new withdrawal from a water right permit-exempt well approved after January 19, 2018, shall be assessed a \$500 fee. (\$350 to Department of Ecology / \$150 DCD program administration)</i>	\$500.00
Extension Fee – see Community Development Extension and Reactivation policy	Varies
Reactivation Fee – see Community Development Extension and Reactivation policy	Varies
Reinspection Fee <i>Whenever an Inspection is requested but the project is not yet ready for inspection, if access to the site is prevented, or if temporary silt and erosion control measures are not in place, a fee shall be paid of an hourly rate beginning with the third inspection for the same issue.</i>	Varies
Investigation Fee <i>Whenever any work for which a permit is required by this code has commenced without first obtaining such permit, an investigation fee shall be paid in an amount equal to the permit fee for such project, in addition to the required plan review and permit fees.</i>	Varies
Posted Stop Work Fee	\$145.00
Pre-approved Accessory Dwelling Unit (ADU) Plans in Rural Zones	\$1,000.00

Type	Fee Amount
Donation: Kitsap Nuisance Abatements <i>Donated funds will support ongoing public nuisance abatement efforts to protect the health and welfare of residents in Kitsap County. (KCC 9.56)</i>	Varies Optional

Fire Code Permit Fees

Fees shall be included with the building permit application when the project includes a process for which a permit is required by the International Code Council.

Type	Fee Amount
Fire Construction - Sprinklers - New or Major Modification	See PFM
Fire Construction - Alarms - New	See PFM
Fire Construction - Sprinklers – existing sprinkler modifications 20 heads or less	\$290.00
Fire Construction - Alarms – existing alarm minor modifications	\$362.50
Fire Construction - Marijuana Extraction	\$797.50
Fire Construction - Compressed Gases	\$725.00
Fire Construction - Flammable & Combustible Liquids	\$580.00
Fire Construction - Class 1 Hood & Duct Suppression System	\$435.00
Fire Construction - LP Gas	\$435.00
Fire Construction - Solar Panels	\$435.00
Fire Construction - Miscellaneous	\$652.50
Fire Operational - Carnivals and Fairs	\$652.50
Fire Operational - Marijuana Extraction	\$1,087.50
Fire Operational - High Piled Storage	\$507.50
Fire Operational - Carbon Dioxide Systems	\$507.50
Fire Operational - Exhibits & Trade Shows <i>(same floor plan as previous year)</i>	\$217.50
Fire Operational - Exhibits & Trade Shows	\$435.00
Fire Operational - Flammable & Combustible Liquids	\$507.50
Fire Operational - Hotwork Operations	\$362.50
Fire Operational - LP Gas	\$362.50
Fire Operational - Miscellaneous	\$507.50
Fire Operational - Temporary Membrane Structure (Tent)	\$507.50
Fire Operational - Mobile Food Truck <i>(Per truck, not per business, valid 1 year)</i>	\$435.00
Fire Operational - Mobile Food Truck renewal <i>(no base or technology fee charged)</i>	\$217.50
Fire Operational - Places of Assembly	\$435.00
Fire Operational - Fireworks Display	\$435.00
Emergency Responder Radio Communication System	See PFM

Type	Fee Amount
Temporary stand or tent for the sale of fireworks <i>(in accordance with RCW 70.77)</i> <i>Includes permit inspection (Base fee waived)</i>	\$100.00
Agriculture – Assembly Event Site Plan Review	\$580.00
Temporary Certificate of Occupancy <i>(Associated with a building permit, no base or technology fee charged)</i>	\$290.00

Land Use and Development Fees – Title 21

Pre-Permit Activity

Exempt from base application fee and technology fee

Type	Fee Amount
Staff Consultation <i>Cross-functional mix of review team members help identify potential requirements for developing a single residential parcel; 30 minute maximum, credit towards application within 12 months</i>	\$350.00
Pre-Application Meeting <i>Detailed analysis; department prepares a meeting summary, credit towards application within 12 months</i>	\$2,175.00
Hourly Rate Meeting <i>Specific area of Kitsap County Code or project conditions, 1 hour minimum</i>	\$145/hour per reviewer
Zoning Confirmation or Legal Lot Determination Letter	\$253.75
Title Elimination Request <i>Collected as required for the Kitsap County Auditor's Office</i>	Varies

Administrative Land Subdivision and Land Use Decisions (Type I & II)

Type	Fee Amount
Large Lot Subdivisions	
Preliminary	\$2,755.00
Preliminary Amendment	\$2,320.00
Final	\$1,595.00
Final Alteration	\$580.00
Short Lot Subdivisions	
Preliminary	\$3,045.00
Preliminary Amendment	\$2,320.00
Final	\$1,595.00
Final Alteration	\$1,740.00
Binding Site Plan	\$1,450.00
Binding Site Plan Alteration	\$4,205.00

Type	Fee Amount
Administrative Conditional Use Permit	\$4,785.00
Administrative Conditional Use Permit – Amendment	\$3,625.00
Administrative Conditional Use Permit – Shoreline	\$2,610.00
Administrative Conditional Use Permit – Accessory Dwelling Unit	\$3,045.00
Administrative Conditional Use Permit – Agriculture	\$2,900.00
Administrative Conditional Use Permit – Wireless	\$5,655.00
Vacation BSP/LL/SP – Type II*	\$1,160.00

Hearing Examiner and BOCC Decisions (Type III & IV) and Other Related Decisions

Hearing Examiner fees include decision and hearing. Additional fees may be incurred if hearing duration is greater than one hour.

Type	Permit Fee	Hearing Examiner Fee	Total
Prehearing Conference	-	\$125.00	\$125.00
Conditional Use Permit			
Conditional Use Permit – Accessory Dwelling Unit	\$3,915.00	\$650.00	\$4,565.00
Conditional Use Permit – Revision Minor	\$2,465.00	-	\$2,465.00
Conditional Use Permit – Revision Major	\$2,900.00	\$650.00	\$3,550.00
Conditional Use Permit – Shoreline	\$3,335.00	\$650.00	\$3,985.00
Conditional Use Permit – Wireless	\$7,395.00	\$650.00	\$8,045.00
Conditional Use Permit – All Other	\$6,670.00	\$650.00	\$7,320.00
Plats: Preliminary			
Preliminary	\$8,120.00	\$1,950.00	\$10,070.00
Preliminary Amendment – Minor Type II	\$3,915.00	-	\$3,915.00
Preliminary Amendment – Major Type III	\$2,900.00	\$1,950.00	\$4,850.00
Final	\$2,755.00	-	\$2,755.00
Final Alteration (+\$2,500 Hearing Examiner Fee)	\$1,740.00	\$1,950.00	\$3,690.00
Performance Based Development			
Performance Based Development	\$2,320.00	\$1,950.00	\$4,270.00
Performance Based Development – Revision Minor	\$3,045.00	-	\$3,045.00
Performance Based Development – Revision Major	\$2,900.00	\$1,950.00	\$4,850.00
Vacation Plat – Type III	\$1,160.00	\$1,950.00	\$3,110.00
Development Agreement*	\$2,175.00	\$1,950.00	\$4,125.00
Rezone	\$2,755.00	\$1,650.00	\$4,405.00

**Not eligible for Third Party Review*

Variances and Exceptions

Type	Permit Fee	Hearing Examiner Fee	Total
Engineering Variance* - Type III	\$5,800	-	\$5,800
Critical Area Variance – Type III	\$4,350.00	\$650.00	\$5,000.00

Type	Permit Fee	Hearing Examiner Fee	Total
Flood Area Variance*	\$725.00	\$1,350.00	\$2,075.00
Shoreline Variance			
Type II	\$4,060.00	-	\$4,060.00
Type III	\$4,060.00	\$1,650.00	\$5,710.00
Zoning Director's Variance - Type I	\$1,595.00	-	\$1,595.00
Zoning Administrative Variance - Type II	\$2,175.00	-	\$2,175.00
Zoning Variance - Type III	\$2,465.00	\$650.00	\$3,115.00
Reasonable Use Exception	\$4,350.00	\$650.00	\$5,000.00

*Not eligible for Third Party Review

Site Development Activity Permits

Road Maintenance. The following road maintenance practices are exempt: pothole and square cut patching, overlaying existing asphalt or concrete pavement with asphalt or concrete without expanding the area of coverage, shoulder grading, reshaping/regarding drainage systems, crack sealing, resurfacing with in-kind material without expanding the road prism, and vegetation maintenance. (Kitsap County Code 12.10.040)

Type	Fee Amount
Grading 1: >150 but < 500 cubic yards**	\$2,610.00
Grading 2: > 500 but < 5000 cubic yards **	\$3,045.00
Grading 3: >5000 cubic yards or greater **	\$5,365.00
SDAP Single Family Residence **	\$2,900.00
SDAP Commercial **	\$4,640.00
SDAP Short Plats **	\$4,205.00
SDAP Large Lots **	\$5,655.00
SDAP Land Subdivision **	\$6,525.00
SDAP ROW Use/Improvement **	\$2,175.00
SDAP Minor Grading **	\$1,450.00
SDAP Addendum <i>For permits which are issued. Application Fee Deposit (AFD) includes 9 hours of review and will be subject to refund/additional charges outside of the AFD</i>	\$1,450 AFD/hourly
Road Approach* <i>Fee waived if submitted with SDAP or building permit. Includes inspection hours</i>	\$290.00

*Not eligible for Third Party Review

**Inspection hours charged separately

Environmental Permits

Type	Fee Amount
Critical Area or Shoreline Buffer Reduction	\$1,595.00
Conditional Waiver from View Blockage Requirement*	\$1,885.00
Timber Harvest	
Minor	\$1,160.00
Major	\$1,160.00

Type	Fee Amount
Mooring Buoy Exemption*	\$435.00
Open Space*	\$500.00
Site Evaluation*	\$290.00
SEPA Checklist Review*	\$725.00
Shoreline Exemption	\$870.00
Shoreline Substantial Development Permit (Residential or Commercial)	\$4,640.00
Shoreline Substantial Development Permit Revision	\$1,160.00
Effectiveness Monitoring	\$780.00
Environmental Impact Statement Review (EIS) (<i>base fee waived</i>)	\$145/hour
Letter of Exemption Wireless Facility	\$435.00

*Not eligible for Third Party Review

Other Community Development Fees

Type	Fee Amount
SDAP Permit Renewal Fee and Reactivation <i>Within 180 days of expiration</i>	\$145 and 50% of initial fee
Re-inspection fees charged after 2 disapproved inspections <i>Per inspection</i>	\$145.00
Revoked Permit Fee <i>To re-activate permits which were revoked for non-payment of fees</i>	\$145 and fee owed
Returned Check or electronic payment fee	\$35.00
Additional Plan Review <i>Base fee waived</i>	\$145/hour
Address Request <i>Fee waived if submitted with building permit, base fee waived</i>	\$145.00
Administrative Appeals (Type I and II Only) * <i>Base fee waived</i>	\$1,500.00
Hourly Rate <i>Minimum of 1 hour charged, then by the quarter hour per staff member</i>	\$145.00
Miscellaneous Permits not listed in Fee Schedule	\$145/hour
Inspections <i>Including Level 2 inspections, base fee waived</i>	\$145/hour
Road Name Petition <i>Fee waived if part of land subdivision</i>	\$290 minimum
Temporary Land Use Permit	\$145/hour
Transfer of Development Right*	\$725.00 + Hearing Examiner Hourly Rate
Third Party Review - Applicant requested or DCD required for eligible Land Use & Development - Title 21 permits If approved for third party review, applicant will be charged approved permit fee, +40% of the permit fee, and will be billed monthly for all contractor costs over the approved permit fee. (<i>Ineligible applications are denoted by an asterisk</i>)	Varies
Public Records <i>All fees related to public records will be in accordance with Kitsap County approved fees.</i>	Varies

Type	Fee Amount
Recording Fees <i>Collected as required for the Kitsap County Auditor's Office</i>	Varies
C-PACER (Commercial Property Assessed Clean Energy Resiliency) Program Application & Administration Fee	\$2,900 due at submittal; plus 1% of the total financed amount (not to exceed \$12,100) due at closing.

**Not eligible for Third Party Review*

Kitsap County Public Works Fees

Type	Fee Amount
Right of Way Permits – Base Fee	\$350.00
Utility Pole Permits - Base fee up to 8 poles, addition fee for each additional 8 poles	\$125.00
Additional Inspections based on scope of project	\$125.00
Re-inspection Fee	\$125.00
Non-Disturbing Activity (Trenching 10' or less, dumpster fee, etc.)	\$230.00
Oversize Vehicle Permit	\$50.00
Right-of-Way Use and Improvement	\$1,500.00
Right-of-Way Vacation Petition – Petition for the Vacation of a County Road	\$800.00
Traffic Concurrency Test (<i>No fee if submitted with Building Permit</i>)	\$200.00
Private Utility Easements Crossing Rights of Way and County Property	\$500.00

RESOLUTION 073 - 2026

A RESOLUTION TO UPDATE COMMUNITY DEVELOPMENT FEES FOR BUILDING & CONSTRUCTION FEES (TITLE 14) AND LAND USE & DEVELOPMENT FEES (TITLE 21)

WHEREAS, the Department of Community Development (DCD) became a Special Revenue Fund in January 2008;

WHEREAS, subsequent fee updates have been implemented periodically since 2010 in accordance with Kitsap County Code 14.04.120 and 21.10.010;

WHEREAS, the department currently limits updates to the Building Valuation Determination (BVD) to once per year on January 1 based on the prior year's February publication compiled by the International Code Council (ICC);

WHEREAS, the purpose of the BVD publication, issued twice annually by the ICC, is to reflect changing construction costs estimates and assist local governments in determining building permit fees and project valuation;

WHEREAS, the department has identified the need to more accurately reflect current estimated construction costs by updating the BVD twice annually, effective May 1 and November 1, based on the February and August publications compiled by the ICC; and,

WHEREAS, the department is also updating or adding certain fees associated with permit application types identified in Kitsap County Code and/or approved via Resolution to provide clarity and transparency in the Community Development Fee Schedule;

WHEREAS, the Board of County Commissioners held a public hearing on April 27, 2026 concerning adoption of the updated Community Development Fee Schedule.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners that the attached Community Development 2026 Fee Schedule update is hereby adopted.

BE IT FURTHER RESOLVED, that administrative corrections, including clerical, typographical, or formatting errors and other de minimis changes, may be made by the Department of Community Development so long as such corrections do not change any adopted fee, policy, or the intent of this Resolution.

BE IT FURTHER RESOLVED, that the Community Development 2026 Fee Schedule update shall become effective May 2, 2026.

DATED or ADOPTED this 27 day of April, 2026.

**BOARD OF COUNTY COMMISSIONERS
KITSAP COUNTY, WASHINGTON**



ORAN ROOT, Chair

KATHERINE T. WALTERS, Commissioner

CHRISTINE ROLFES, Commissioner

ATTEST:

Dana Daniels, Clerk of the Board