



CLARK COUNTY
WASHINGTON

COMMUNITY DEVELOPMENT
DEVELOPMENT ENGINEERING

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development



This handout is intended as an informational guide. For more information, refer to Clark County Code 40.600 Development Impact Fees.

For other formats, contact the Clark County ADA Office
Voice: 564.397.2322
Relay: 711 or 800.833.6388
Fax: 564.397.6165

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Traffic Impact Fee Installment Agreement

What is the Traffic Impact Fee (TIF) Installment Agreement?

The Board of County Councilors (BOCC) adopted Ordinance 2012-05-25 that amended the Clark County Code to comply with the Washington statute RCW 39.92.040. This statute states that Clark County is required to provide a developer with options for payment of transportation impact fees. These options include payment in a lump sum at the time of receiving plat approval or a building permit or by installment with reasonable interest over a period of five (5) years.

What is the effective date of the ordinance?

Ordinance 2012-05-25 took effect on June 13, 2012.

How do I apply for TIF Installment Agreement?

The developer may opt to pay the Traffic Impact Fee (TIF) in a lump sum at the issuance of a building permit (or site plan approval when no building permit is required) for the development;

or

The developer may request to enter into a TIF Installment Agreement (Agreement) at any time prior to the issuance of a building permit (or site plan approval when no building permit is required) for the development. The Agreement must be entered into by all applicable parties *and* the first TIF installment along with the applicable processing and recording fees shall be received prior to issuance of a building permit (or site plan approval when no building permit is required) for the development. Fill out the Development Engineering application form for projects along with the required Agreement documents.

What is the Agreement process?

Once the application and required supporting documents are submitted, the TIF Coordinator will prepare the Agreement for signature. After the Agreement has been prepared and is ready for signature, the TIF Coordinator will contact you with the dollar amount owed at the time of issuance of building permit. At this time the TIF Coordinator will also set up an appointment for your signature on the Agreement.

When can I pick up and pay for my building permits?

After payment of the first TIF installment and associated processing fees, the TIF coordinator can authorize the release of the building permit or site plan approval.

How is the semi-annual payment date established?

The effective date is the day the developer enters into this Agreement and makes payment of the first TIF installment. This effective date will be used to establish future semi-annual payment installments.

After my last Agreement payment when can I expect the property lien to be released?

Upon full payment of all amounts due and owing under the Agreement, the county shall file a release of lien with the Clark County Auditor. The Clark County Auditor will mail a copy of the release to the developer at the last known address.

For more specific information, see the TIF Installment Agreement on the county's Website at www.clark.wa.gov/community-development.

