

Transportation Impact Fee Series

When TrIFs Are Required

HOW TO DETERMINE WHETHER A PROJECT REQUIRES IMPACT FEES

Complete the following survey to determine whether your project will be required to pay the Transportation Impact Fee (TrIF). For more information about TrIFs and the fee calculation form, please visit the website at <http://www.ci.lynnwood.wa.us/TrIF>.

1. **Does the project generate new P.M. Peak Hour trips?** Projects which generally do not generate new trips include:
 - a. Miscellaneous improvements such as fences, walls, residential swimming pools, and signs;
 - b. Demolition or moving of a structure; or
 - c. A change of use, rezones, Comprehensive Plan amendments, subdivisions, boundary line adjustments, lot combinations, or any other land use permits and miscellaneous permits for activities.

☐ YES Continue to Question 2.
☐ NO Payment of TrIFs is not required.
2. **Does the project expand or replace an existing structure, add a new accessory building, or add any residential units and requires the issuance of a building permit?**

☐ YES Continue to Question 3.
☐ NO Payment of TrIFs is not required.
3. **Is the project one of the first three developments located within City Center which received development approval after January 1, 2011, and which:**
 - a. Meets the intent of the City Center Sub-Area Plan, complies with LMC 21.60 and City Center design guidelines; and
 - b. Is four (4) stories or more above grade; and
 - c. Contains a minimum of 60 percent of the required parking in a parking structure; and
 - d. Has a completed development agreement with the City for the development activity?

☐ YES Payment of TrIFs is not required¹.
☐ NO Continue to Question 4
4. **If the project is for a residential unit, is it for an accessory dwelling unit (ADU) which meets the requirements of LMC Title 21 - Zoning?** If the project is not for an ADU, continue to Question 4.

☐ YES Payment of TrIFs is not required.
☐ NO Continue to Question 5

¹ This exemption is limited to \$600,000 of TrIF assessments for any one (1) of the three (3) eligible development activities. If the TrIF assessment exceeds \$600,000 for any one (1) of the three (3) eligible development activities, the applicant shall be responsible for the amount of TrIF assessment above \$600,000.

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- 5. Are the new buildings or structures being constructed by a regional transit authority, as defined by RCW 82.02.90?**

☐ YES Payment of TrIFs is not required.
☐ NO Continue to Question 6

- 6. Was the building permit application submitted to the City and deemed complete prior to 5 P.M. on December 30, 2010?**

☐ YES Payment of TrIFs is not required.
☐ NO Continue to Question 7.

- 7. Was the project required to complete State Environmental Policy Act (SEPA) review and issued a final threshold determination (Determination of Nonsignificance – DNS, Mitigated Determination of Nonsignificance – MDNS, or Determination of Significance – DS) prior to 5 P.M. on December 30, 2010, and for which a building permit has not yet been issued?**

☐ YES Payment of TrIFs is not required.
☐ NO Payment of TrIFs is required. Review the TrIF Process Handout for step-by-step instructions for calculating fees, available online at <http://www.ci.lynnwood.wa.us/TrIF>.

ADDITIONAL INFORMATION

If you are unable to determine from the above survey whether your project will be required to pay the Transportation Impact Fee, or if you have other questions, please contact David Mach at:

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