



Transportation Impact Fees (TIF) Application & Calculation Worksheet

This application is required for all development activities on Bainbridge Island and is to be completed and submitted along with the building permit submittal.

This application/worksheet is intended to help the applicant easily develop a preliminary estimate of their Transportation Impact Fee (TIF) amount. This can be helpful for preliminary budget purposes and when various development alternatives are being considered. This worksheet can be used as a simple, prescriptive method for calculating the TIF, however, other options may be accepted as an alternative calculation (independent calculations, site-specific analysis, etc.). After the application is submitted, city staff will calculate the actual TIF and provide the amount to the applicant. The applicant is required to pay the TIF before the building permit can be issued.

Rate Schedule: Refer to the current [COBI Transportation Impact Fee Rate Table](#) adopted by City Council

STEP #1: GENERAL INFORMATION

Enter the following information:

Project Name: _____ Date: _____

Owner Name _____ Phone/Email: _____

Owner Address: _____

Agent/Contact Name: _____ Phone/Email: _____

Project Address: _____

Parcel Number: _____

Project Description:

STEP #2: EXEMPTIONS

Common TIF exemptions are listed below, please review and check the box below if you believe one of these exemptions applies to your project. Additional, less common exemptions are listed in [BIMC 15.30.070](#). If applicable, indicate in the project description above any applicable exemption(s). **If the exemption is not applicable, the review/approval time will be extended for the project to allow for correction/review of this TIF evaluation.**

Common TIF Exemptions Include:

- Project is a commercial space less than 5000sf that has been vacant for less than 12 months.
- Proposed project contains Affordable housing as defined by BIMC 18.21.020 and 18.36.030 or their successors. (Note that only the Affordable Housing units are exempt from TIF)
- Project is an alteration, expansion, or replacement of an existing single-family home.
- Project creates a change of use that does not generate additional trips per unit of development according to the trip generation rates established in the transportation impact fee rate schedule.

My project meets the criteria of an exemption listed above or one of the exemptions found in BIMC 15.30.070

STEP #3: PROPOSED LAND USE

Provide an inventory of proposed use including a description, approximate gross square footage, unit type and number of units for each use type (refer to impact fee rate table for land use descriptions and unit types). Describe the proposed uses in the commentary section below.

Proposed Use Commentary:

<u>Proposed Land Use Type(s)</u>	<u>Gross Floor Area</u>	<u>Number of Unit(s)</u>	<u>Impact Fee per Unit</u>	<u>Impact Fee Amount</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

STEP #4: PRIOR LAND USE

Provide an inventory of current/prior use including a description, approximate gross square footage, unit type, dates and durations of previous land use types, and number of units for each use type (refer to impact fee rate table for land use descriptions and unit types). The current/prior land use can reduce the total TIF amount owed which will be calculated in step 5. Describe the proposed uses in the commentary section below.

Prior Use Commentary:

<u>Prior Land Use Type(s)</u>	<u>Gross Floor Area</u>	<u>Number of Unit(s)</u>	<u>Impact Fee per Unit</u>	<u>Impact Fee Amount</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

STEP #5: ESTIMATED TOTAL TIF

The estimated total TIF amount, and administrative fee can be calculated as follows. This calculation is an estimate only and the final TIF amount will be calculated by COBI staff at the bottom of the page and the fee amount will be added to the relevant permit fees:

Total Proposed Impact Fees (Step #3):	\$	_____
Total Prior Impact Fees (Step #4):	\$	=====
Net Preliminary Impact Fees (Proposed – Prior):	\$	_____
Optional System Improvement Credit (BIMC 15.30.080):	\$	=====
Impact Fee Assessed Subtotal:	\$	_____
Administrative Fee (2%):	\$	=====
Estimated Total TIF:	\$	_____

STEP #6: SIGNATURE

I, the undersigned, certify that the information submitted is true and accurate to the best of my knowledge and understand that any misrepresentation in the forgoing information may delay review and approval of my project.

Date: _____

Name (Print): _____

Signature: _____

COBI STAFF USE ONLY