



Building Safety Division

210 West 6th Avenue

Kennewick, WA 99336

Phone: (509) 585-4561

onestop@ci.kennewick.wa.us

Express Permit - Single Family Dwellings Information & Guidelines

As of October 15, 2015, the City of Kennewick now offers express permitting for new Single Family Dwellings. This new feature is designed so that general contractors and homeowners have an option to apply and receive a single family dwelling building permit within 2 business days. The following instructions will guide the applicant through the application and review process.

The actual plan review is completed here in the City of Kennewick's Building Department, with the plans examiner and the applicant being present for the review. This provides the applicant with a "Hands on review" in conjunction with the examiner. Quite often, the applicant will gain some form of code knowledge from the review.

To start with, the applicant must apply on-line. This will involve providing all information pertaining to the project (building size, parcel information, general contractor, etc.). The information needed to apply on-line is all that is needed to start the process.

Once the on-line permit application process has been completed by the applicant, the applicant will then e-mail the application and a plot plan to the City of Kennewick's Express Permitting Program Manager Dan Wilson, who will contact the applicant and set up a review meeting. Once the review meeting has been scheduled, the applicant must bring in two (2) copies of all the items required on the Single Family Dwelling Checklist. The Single Family Dwelling Checklist is part of this package, and is listed below. A word of caution; the on-line application process requires certain important information and without it, the applicant will not be able to submit the application. Please have all building and parcel information available when you apply; it will make it easier, and ensure the application is received.

If at any time you need assistance, please contact Dan Wilson, Express Permitting Program Manager, at (509) 585-4548, or e-mail at dan.wilson@ci.kennewick.wa.us.

The on-line instructions are as follows:

Applicant Procedures for On-line Application of Express Building Permits

1. Review the application checklist and have **all** required documents ready to submit in PDF format before you apply. All required items from the application checklist must be submitted in this format as separate documents - Applications (each); Plot Plan; Construction cost & Approval document. One pdf with all required documents for your application cannot be accepted. E-mail size restrictions are in place and cannot exceed a total of 10 MB per e-mail so several e-mails could be required.

To apply on-line you must contact the Building/Planning Dept to receive your customer number by calling 585-4280 or 585-4561. Once you have your assigned customer number follow the steps below in the order listed to ensure a successful application process.

2. Go to www.go2kennewick.com; click on **Online Services**; click on Permits; click on **Registered User** or **New User** (If new user you must set up an e-user account. Be sure to write down your user name and password for future access). Once e-user registered you will be asked for your customer number. Enter the customer number you were given in step, 1 and you will be logged on to Permits.

3. Click on **Apply for a permit: Select the Permit Type** (EXPSFD for Single Family or EXPTI for Tenant Improvement) from the drop down list;

- Add the **Project description** in the box labeled **Permit Description**;
- You can search for the address by placing the house or business number and the correct zip code in the appropriate boxes and click on **search**. You will see **Please select an address with an arrow in red** pointing to the Select your address box; click on the drop down arrow and pick the correct address; or
- Add **Permit Address Line 1** which will be the **address of project** as listed on the application form (*registered user address will automatically populate here and must be changed to project address*); Enter the number and street name - Do not use periods or any punctuation; Use N, E, W or S for street direction – do not spell out.
- Make sure your suite information (if any) is listed on your paper application, but do not add anything in Address Line 2/Suite at this time.
- **Add City/State/Zip Code** of the project address; Click on Next Step;
- Enter the requested information in the boxes (*boxes with asterisk are required*); Use 0 or none for boxes that are not relevant to your application; Click on Next Step;
- ❖ **The Valuation is not a required entry – Click Next Step;**
- Review Information and if correct click on Save.

NO FEES ARE DUE AT THIS TIME. At this point the system will create a permit number for you.

Copy the (BLD-201X-XXXX) Permit Number as you will need this number to e-mail your plans and other required documents at the next step below.

4. E-mail one copy of all required documents from the application checklist to dan.wilson@ci.kennewick.wa.us in PDF format (as outlined in step 1 above) with the permit number **(BLD-201X-XXXX)** in the subject line for reference. Documents e-mailed without the permit number in the subject line cannot be associated with a permit will be deleted; your application will be determined to be incomplete and will not be processed.

5. The application and associated documents will be reviewed to determine if the application can be accepted as counter ready. **Please be sure to have a contact name, direct contact phone number and contact e-mail listed in your email for notification purposes.**



**NEW SINGLE FAMILY DWELLING
SUBMITTAL CHECKLIST**

Property Address: _____

- Completed Single Family Permit Application
- One Plot Plan – 1" = 20' scale, to include:
 - Parcel number
 - Address
 - Legal description
 - North arrow
 - Location of sidewalk
 - Face of curb
 - Proposed curb cut location and width. **Drive way to house must be paved.**
 - Dimensions of property lot lines
 - Distances from structure to property line
 - Easements
 - Sewer/water stub-outs including location of water meter

*Water meters are not allowed in a proposed driveway area. The applicant may hire a licensed-bonded contractor to relocate the service. A separate permit is required.
- Two sets of plans 24" x 36" or larger and minimum of ¼ inch scale for review with the following information:
 - Building Elevations
 - Foundation Plan
 - Floor Plan – rooms labeled
 - Cross Section – showing foundation (stem wall or monolithic), floor joists, wall framing, roof framing and all insulation values
 - Stairway Detail (headroom, rise/run and handrail detail) if applicable
 - Braced wall panel locations and details
 - Credit options used per Table 406.2 of the current Washington State Energy Code
- Truss reactions summary sheet and truss layout

I verify that all of the above components are contained in my plan review submittal.

Signature

Date



BLD-20____ - _____ \$_____

EXPRESS PERMIT – NEW SINGLE FAMILY DWELLING PERMIT APPLICATION

PROPERTY ADDRESS _____

SUBDIVISION _____ DIV _____

Ph _____ Blk _____ Lot _____ Parcel #1- _____ - _____ - _____ - _____

OTHER LEGAL DESCRIPTION: _____

APPLICANT/GENERAL CONTRACTOR _____

Mailing Address _____

Contact Name _____ Phone _____

Email _____ City Business License # _____

State license # _____ Expires _____

PROPERTY OWNER - Same as above, or

Name _____

Mailing Address _____

PROJECT INFORMATION

BEDROOMS _____ # BATHROOMS _____

SQUARE FOOTAGE: Main _____ Upper _____ Den _____

Garage _____ Bonus Room _____

Basement _____ (finished) _____ (unfinished)

Covered porches _____ Decks _____

CURRENT WASHINGTON STATE ENERGY CODE:

Chapter 4 Energy Credit Options: (including equipment cut sheets) _____

WATER/SEWER/SIDEWALK/DRIVEWAY INFORMATION

- Water (3/4" meter unless otherwise specified: _____) Allow 4-6 weeks for delivery.
 Sewer Septic (attach approval letter & stamped plot plan from Benton-Franklin Health District)
 Sidewalk Driveway – 24 ft maximum (May go to outside of garage doors if <50% of frontage and doors are shown on plot plan)

It is the responsibility of the applicant to provide ALL necessary information required for review. Complete ALL sections to prevent any delay in your plan review. SUBMIT 2 SETS OF PLANS, 1 PLOT PLAN, TRUSS REACTION SUMMARY & LAYOUT.

Applicant Signature

Date Received Stamp

**SECTION R406
ADDITIONAL ENERGY EFFICIENCY
REQUIREMENTS**

R406.1 Scope. This section establishes options for additional criteria to be met for one- and two-family dwellings and townhouses, as defined in Section 101.2 of the *International Residential Code* to demonstrate compliance with this code.

R406.2 Additional energy efficiency requirements (Mandatory). Each dwelling unit in a residential building shall comply with sufficient options from Table R406.2 so as to achieve the following minimum number of credits:

1. Small Dwelling Unit: 1.5 credits
Dwelling units less than 1500 square feet in conditioned floor area with less than 300 square feet of fenestration area. Additions to existing building greater than 500 square feet of heated floor area but less than 1500 square feet.

2. Medium Dwelling Unit: 3.5 credits
All dwelling units that are not included in #1 or #3.

Exception: Dwelling units serving R-2 occupancies shall require 2.5 credits.

3. Large Dwelling Unit: 4.5 credits
Dwelling units exceeding 5000 square feet of conditioned floor area.

Exception: Dwelling units serving R-2 occupancies shall require 2.5 credits.

4. Additions less than 500 square feet: . 0.5 credits

The drawings included with the building permit application shall identify which options have been selected and the point value of each option, regardless of whether separate mechanical, plumbing, electrical, or other permits are utilized for the project.

**TABLE 406.2
ENERGY CREDITS**

OPTION	DESCRIPTION	CREDIT(S)
1a	EFFICIENT BUILDING ENVELOPE 1a: Prescriptive compliance is based on Table R402.1.1 with the following modifications: Vertical fenestration U = 0.28 Floor R-38 Slab on grade R-10 perimeter and under entire slab Below grade slab R-10 perimeter and under entire slab or Compliance based on Section R402.1.4: Reduce the Total UA by 5%.	0.5
1b	EFFICIENT BUILDING ENVELOPE 1b: Prescriptive compliance is based on Table R402.1.1 with the following modifications: Vertical fenestration U = 0.25 Wall R-21 plus R-4 Floor R-38 Basement wall R-21 int plus R-5 ci Slab on grade R-10 perimeter and under entire slab Below grade slab R-10 perimeter and under entire slab or Compliance based on Section R402.1.4: Reduce the Total UA by 15%.	1.0
1c	EFFICIENT BUILDING ENVELOPE 1c: Prescriptive compliance is based on Table R402.1.1 with the following modifications: Vertical fenestration U = 0.22 Ceiling and single-rafter or joist-vaulted R-49 advanced Wood frame wall R-21 int plus R-12 ci Floor R-38 Basement wall R-21 int plus R-12 ci Slab on grade R-10 perimeter and under entire slab Below grade slab R-10 perimeter and under entire slab or Compliance based on Section R402.1.4: Reduce the Total UA by 30%.	2.0
1d ^a	EFFICIENT BUILDING ENVELOPE 1d: Prescriptive compliance is based on Table R402.1.1 with the following modifications: Vertical fenestration U = 0.24	0.5

OPTION	DESCRIPTION	CREDIT(S)
2a	<p>AIR LEAKAGE CONTROL AND EFFICIENT VENTILATION 2a: Compliance based on R402.4.1.2: Reduce the tested air leakage to 3.0 air changes per hour maximum</p> <p>and</p> <p>All whole house ventilation requirements as determined by Section M1507.3 of the <i>International Residential Code</i> shall be met with a high efficiency fan (maximum 0.35 watts/cfm), not interlocked with the furnace fan. Ventilation systems using a furnace including an ECM motor are allowed, provided that they are controlled to operate at low speed in ventilation only mode.</p> <p>To qualify to claim this credit, the building permit drawings shall specify the option being selected and shall specify the maximum tested building air leakage and shall show the qualifying ventilation system.</p>	0.5
2b	<p>AIR LEAKAGE CONTROL AND EFFICIENT VENTILATION 2b: Compliance based on Section R402.4.1.2: Reduce the tested air leakage to 2.0 air changes per hour maximum</p> <p>and</p> <p>All whole house ventilation requirements as determined by Section M1507.3 of the <i>International Residential Code</i> shall be met with a heat recovery ventilation system with minimum sensible heat recovery efficiency of 0.70.</p> <p>To qualify to claim this credit, the building permit drawings shall specify the option being selected and shall specify the maximum tested building air leakage and shall show the heat recovery ventilation system.</p>	1.0
2c	<p>AIR LEAKAGE CONTROL AND EFFICIENT VENTILATION 2c: Compliance based on Section R402.4.1.2: Reduce the tested air leakage to 1.5 air changes per hour maximum</p> <p>and</p> <p>All whole house ventilation requirements as determined by Section M1507.3 of the <i>International Residential Code</i> shall be met with a heat recovery ventilation system with minimum sensible heat recovery efficiency of 0.85.</p> <p>To qualify to claim this credit, the building permit drawings shall specify the option being selected and shall specify the maximum tested building air leakage and shall show the heat recovery ventilation system.</p>	1.5
3a ^b	<p>HIGH EFFICIENCY HVAC EQUIPMENT 3a: Gas, propane or oil-fired furnace with minimum AFUE of 94%, or Gas, propane or oiled-fired boiler with minimum AFUE of 92%</p> <p>To qualify to claim this credit, the building permit drawings shall specify the option being selected and shall specify the heating equipment type and the minimum equipment efficiency.</p>	1.0
3b ^b	<p>HIGH EFFICIENCY HVAC EQUIPMENT 3b: Air-source heat pump with minimum HSPF of 9.0</p> <p>To qualify to claim this credit, the building permit drawings shall specify the option being selected and shall specify the heating equipment type and the minimum equipment efficiency.</p>	1.0
3c ^b	<p>HIGH EFFICIENCY HVAC EQUIPMENT 3c: Closed-loop ground source heat pump; with a minimum COP of 3.3</p> <p>or</p> <p>Open loop water source heat pump with a maximum pumping hydraulic head of 150 feet and minimum COP of 3.6</p> <p>To qualify to claim this credit, the building permit drawings shall specify the option being selected and shall specify the heating equipment type and the minimum equipment efficiency.</p>	1.5
3d ^b	<p>HIGH EFFICIENCY HVAC EQUIPMENT 3d: Ductless Split System Heat Pumps, Zonal Control: In homes where the primary space heating system is zonal electric heating, a ductless heat pump system shall be installed and provide heating to the largest zone of the housing unit.</p> <p>To qualify to claim this credit, the building permit drawings shall specify the option being selected and shall specify the heating equipment type and the minimum equipment efficiency.</p>	1.0

OPTION	DESCRIPTION	CREDIT(S)
4	<p>HIGH EFFICIENCY HVAC DISTRIBUTION SYSTEM:</p> <p>All heating and cooling system components installed inside the conditioned space. This includes all equipment and distribution system components such as forced air ducts, hydronic piping, hydronic floor heating loop, convectors and radiators. All combustion equipment shall be direct vent or sealed combustion.</p> <p>For forced air ducts: A maximum of 10 linear feet of return ducts and 5 linear feet of supply ducts may be located outside the conditioned space. All metallic ducts located outside the conditioned space must have both transverse and longitudinal joints sealed with mastic. If flex ducts are used, they cannot contain splices. Flex duct connections must be made with nylon straps and installed using a plastic strapping tensioning tool. Ducts located outside the conditioned space must be insulated to a minimum of R-8. Locating system components in conditioned crawl spaces is not permitted under this option.</p> <p>Electric resistance heat and ductless heat pumps are not permitted under this option.</p> <p>Direct combustion heating equipment with AFUE less than 80% is not permitted under this option.</p> <p>To qualify to claim this credit, the building permit drawings shall specify the option being selected and shall specify the heating equipment type and shall show the location of the heating and cooling equipment and all the ductwork.</p>	1.0
5a	<p>EFFICIENT WATER HEATING 5a:</p> <p>All showerhead and kitchen sink faucets installed in the house shall be rated at 1.75 GPM or less. All other lavatory faucets shall be rated at 1.0 GPM or less.^c</p> <p>To qualify to claim this credit, the building permit drawings shall specify the option being selected and shall specify the maximum flow rates for all showerheads, kitchen sink faucets, and other lavatory faucets.</p>	0.5
5b	<p>EFFICIENT WATER HEATING 5b:</p> <p>Water heating system shall include one of the following: Gas, propane or oil water heater with a minimum EF of 0.74</p> <p>or</p> <p>Water heater heated by ground source heat pump meeting the requirements of Option 3c.</p> <p>or</p> <p>For R-2 occupancy, a central heat pump water heater with an EF greater than 2.0 that would supply DHW to all the units through a central water loop insulated with R-8 minimum pipe insulation.</p> <p>To qualify to claim this credit, the building permit drawings shall specify the option being selected and shall specify the water heater equipment type and the minimum equipment efficiency.</p>	1.0
5c	<p>EFFICIENT WATER HEATING 5c:</p> <p>Water heating system shall include one of the following: Gas, propane or oil water heater with a minimum EF of 0.91</p> <p>or</p> <p>Solar water heating supplementing a minimum standard water heater. Solar water heating will provide a rated minimum savings of 85 therms or 2000 kWh based on the Solar Rating and Certification Corporation (SRCC) Annual Performance of OG-300 Certified Solar Water Heating Systems.</p> <p>or</p> <p>Electric heat pump water heater with a minimum EF of 2.0 and meeting the standards of NEEA's Northern Climate Specifications for Heat Pump Water Heaters.</p> <p>To qualify to claim this credit, the building permit drawings shall specify the option being selected and shall specify the water heater equipment type and the minimum equipment efficiency and, for solar water heating systems, the calculation of the minimum energy savings.</p>	1.5

OPTION	DESCRIPTION	CREDIT(S)
5d	<p>EFFICIENT WATER HEATING 5d: A drain water heat recovery unit(s) shall be installed, which captures waste water heat from all the showers, and has a minimum efficiency of 40% if installed for equal flow or a minimum efficiency of 52% if installed for unequal flow. Such units shall be rated in accordance with CSA B55.1 and be so labeled.</p> <p>To qualify to claim this credit, the building permit drawings shall include a plumbing diagram that specifies the drain water heat recovery units and the plumbing layout needed to install it and labels or other documentation shall be provided that demonstrates that the unit complies with the standard.</p>	0.5
6	<p>RENEWABLE ELECTRIC ENERGY: For each 1200 kWh of electrical generation per housing unit provided annually by on-site wind or solar equipment a 0.5 credit shall be allowed, up to 3 credits. Generation shall be calculated as follows: For solar electric systems, the design shall be demonstrated to meet this requirement using the National Renewable Energy Laboratory calculator PVWATTS. Documentation noting solar access shall be included on the plans. For wind generation projects designs shall document annual power generation based on the following factors: The wind turbine power curve; average annual wind speed at the site; frequency distribution of the wind speed at the site and height of the tower. To qualify to claim this credit, the building permit drawings shall specify the option being selected and shall show the photovoltaic or wind turbine equipment type, provide documentation of solar and wind access, and include a calculation of the minimum annual energy power production.</p>	0.5

- a. Projects using this option may not use Option 1a, 1b or 1c.
- b. Projects may only include credit from one space heating option, 3a, 3b, 3c or 3d. When a housing unit has two pieces of equipment (i.e., two furnaces) both must meet the standard to receive the credit.
- c. **Plumbing Fixtures Flow Ratings.** Low flow plumbing fixtures (water closets and urinals) and fittings (faucets and showerheads) shall comply with the following requirements:
 1. Residential bathroom lavatory sink faucets: Maximum flow rate - 3.8 L/min (1.0 gal/min) when tested in accordance with ASME A112.18.1/CSA B125.1.
 2. Residential kitchen faucets: Maximum flow rate - 6.6 L/min (1.75 gal/min) when tested in accordance with ASME A112.18.1/CSA B125.1.
 3. Residential showerheads: Maximum flow rate - 6.6 L/min (1.75 gal/min) when tested in accordance with ASME A112.18.1/CSA B125.1.



Transportation Impact Fee Information

Traffic Engineering Division – (509) 585-4400

Transportation Impact Fee (TIF) Ordinance – The Kennewick City Council passed Ordinance 5596 on July 7th, 2015 authorizing the implementation of a Transportation Impact Fee program effective September 1st, 2015. The full TIF program information is contained in Chapter 13.16 of the Kennewick Municipal Code (KMC). The TIF is currently \$938 per new PM peak hour trip and is indexed annually on January 1st based on a three-year moving average of the Washington State Department of Transportation Construction Cost Index. For more information, see KMC 13.16.160.

Purpose of Transportation Impact Fees – Impact fees are charges based on a set fee assessed on all new developments. The Revised Code of Washington (RCW 82.02) allows for impact fees and the intent is to ensure that adequate facilities are available to serve new growth and that the new growth pays a proportionate share of the cost of the infrastructure needed to support that growth (KMC 13.16.030).

Benefits of Transportation Impact Fees – Transportation Impact Fees provide a means to treat all new developments equitably in the distribution of costs for new transportation projects that serve growth. The fees are predictable and simple to calculate for developers, and also streamline development timelines in comparison with the previous traffic mitigation methods. They are flexible since they can be spent on any TIF Eligible project allowing the city to program and construct projects in time for growth and to keep development moving.

Use of Funds – Impact fees are to be used on transportation system improvements that will reasonably benefit new development activity and shall not be imposed to make up for existing deficiencies in public facilities, nor shall they be used for maintenance and operation of facilities (KMC 13.16.150). Impact fees shall be earmarked and deposited in an interest bearing account entitled the Transportation Impact Fee Account. The Finance Director shall provide an annual report to the City Council containing information regarding fees collected and public improvements that were financed in whole or in part by the fees in the Transportation Impact Fee Account (KMC 13.16.110). Current TIF Eligible Projects are:

Project Name	Project Limits & Scope
Hildebrand Boulevard	West City limits (near Section 7) to Sherman Street – New Roadway & Intersection Construction
Hildebrand Boulevard	Sherman Street to Grant Street – New Roadway & including roundabout and/or traffic signal construction.
Bofer Canyon Road/Zintel Way	Approximately 1500' south & north of Ridgeline Dr. – New roadway including roundabout at Zintel Way & Ridgeline Dr.
Columbia Center Boulevard	Deschutes Ave. to Quinault Ave. – Widening & intersection capacity improvements
Clearwater Ave. & Kellogg St.	Intersection capacity improvements
Clearwater Ave. & Union St.	Intersection capacity improvements
US 395 & Ridgeline Drive	Interchange construction for full access
US 395 & Hildebrand Boulevard	Intersection capacity improvements

A new rate study shall be performed every three years in order to update the TIF Eligible Project Listing and provide for potential revisions to the Transportation Impact Fee rate (KMC 13.16.160).

When Transportation Impact Fees are Due – Transportation Impact Fees for commercial, multi-family, and tenant improvements are due and payable prior to the issuance of a certificate of occupancy. Fees for residential single family units are due and payable prior to issuance of a building permit. However, the builder has the option of deferring the fee on a residential single family home until closing of the home sale (but no longer than 18 months from the building permit issuance) by providing a recorded covenant of payment obligation to the City of Kennewick Customer Service Counter (KMC 13.16.060).

Change in Use & Mixed Use Developments – For a change in use of an existing building that generates additional trips, the impact fee shall be reduced based on any previous TIF fee paid, or if none, the fee would be reduced based at the current impact fee rate of the current use (KMC 13.16.060(4)). For mixed use developments, impact fees shall be based on a proportionate share of each land use in the Fee Schedule (KMC 13.16.060(5)).

Exemptions, Credits, and Adjustments – Exemptions to the TIF are provided for when alterations, improvements, or other changes are not anticipated to produce any new PM peak hour trips. For more information see KMC 13.16. 080. Credits against the required TIF fee to a developer may be allowed when applicants construct a project or portions of a project that is eligible for TIF funding. Specific requirements in order to obtain a credit shall be met prior to payment of any TIF and in no case will the applicant be entitled to a reimbursement when the costs of required improvements (for example, standard frontage improvements that are TIF eligible) exceed the calculated TIF fee. For more information see KMC 13.16. 090. Adjustments to the fees are possible in some cases if the development does not adequately fit the Fee Schedule. The applicant may submit an independent fee calculation for the development prepared by a Traffic Engineer for approval. The city may also conduct an independent fee study if the proposed project does not adequately fit into any of the categories in the Fee Schedule. For more information see KMC 13.16. 070.

Calculating the TIF – Transportation Impact Fees are assessed based on Land Use Code (LUC) utilizing the Fee Schedule in effect at the time fees are due (or deferred). See examples below:

Land Use Category	ITE Land Use Code	Units	Size	Impact Fee Per Unit	Total Impact Fee
Single Family Detached Housing	210	Dwelling Unit	25	\$938	\$ 23,450
Specialty Retail Center	826	1000 sf GFA	8,500	\$1,678	\$ 14,263
Fast Food w/ Drive-Thru Window	934	1000 sf GFA	2,600	\$15,313	\$ 39,814
Medical-Dental Office Building	720	1000 sf GFA	10,000	\$2,511	\$ 25,110

Traffic Studies may still be Required – The TIF only covers off-site traffic mitigation derived from planned transportation projects as listed on the previous page. Additional studies are generally required for developments that have over 30 PM peak hour trips (or over 100 trips at other time periods), and for most residential developments regardless of size. These studies range from trip generation and distribution studies to full traffic impact analysis that might include safety analysis, traffic calming evaluation, and determination of additional roadway mitigations such as traffic signals, roundabouts, turn lanes, and access modifications.

WHEN RECORDED, RETURN TO:

City of Kennewick
Customer Service Counter
PO Box 6108
Kennewick, WA 99336-0108

COVENANT OF PAYMENT OBLIGATION FOR TRANSPORTATION IMPACT FEE

Payment Obligation for the Benefit of Grantee: City of Kennewick, a municipal corporation

Entity Indebted to Grantee (“Grantor”): _____

Reference Number(s) of Related Document(s): _____

Legal Description (Abbreviated):_____

Full description as set forth on attached Exhibit “A.”

Assessor’s Tax Parcel ID Number: _____

Plat or Building Permit Application Number: _____

Notice is hereby given that pursuant to Kennewick Municipal Code (“KMC”) 13.16.060(2) the City of Kennewick (the “City”) and the Grantor voluntarily agree to a deferred payment obligation for Transportation Impact Fees (“Covenant”) against the above-described real property. By entering into this agreement, Grantor waives on behalf of itself, its heirs, successors and assigns, its right to a refund or to contest how the fee(s) are used by the City to address the impacts for which the fee(s) were paid.

The amount of the Transportation Impact Fee is: \$_____.

The Transportation Impact Fee is due and owing to the City no later than the closing of sale on the house or eighteen (18) months from the date of building permit issuance, whichever comes first.

Grantor’s obligation to pay the fee(s) as described in this instrument shall be a covenant running with the land and shall be binding upon the Grantor, its heirs, successors and assigns. Any costs (including but not limited to the cost of litigation and attorney fees) incurred by the City in the enforcement of this Covenant shall be paid by Grantor. Venue shall be Benton County.

All payments shall be made payable to the City of Kennewick and shall be directed to the City of Kennewick at the City Hall Customer Service Counter located at 210 W 6th Avenue, Kennewick, WA 99336 or mailed to the address above.

Upon the receipt of notification that a sale is pending and fee(s) are to be paid, the City agrees to deposit into escrow a fully executed Release of Covenant, substantially in the form attached hereto as Exhibit B. The escrow officer shall record the Release of Covenant when funds are disbursed from

escrow to pay the outstanding fee(s). The City may provide separate escrow instructions consistent with this Covenant. Otherwise, the City will release this Covenant upon Grantor's payment of the above identified fee(s).

City of Kennewick

By: _____

Title: _____

Date: _____

Grantor

By: _____

STATE OF WASHINGTON)

County of Benton) ss.
)

On the ____ day of _____, 2015, before me, the undersigned, a Notary Public in and for the State of Washington, duly commissioned and sworn, personally appeared STEVE C. YOUNG and TERRI L. WRIGHT, to me known to be the Mayor and City Clerk, respectively, of the City of Kennewick, Washington, the corporation that executed the within and foregoing instrument and acknowledged said instrument to be the free and voluntary act and deed of said municipal corporation for the uses and purposes therein mentioned, and on oath stated that they are authorized to execute said instrument and that the seal affixed is the corporate seal of the City of Kennewick.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal the day and year first above written.

Notary Public in and for the State of Washington,
residing at _____. My Com. Exp.:_____.

STATE OF WASHINGTON)

COUNTY OF _____) ss.
)

On this day personally appeared before me _____, to me known to be the _____ of _____ that executed the foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said corporation, for the uses and purposes therein mentioned, and on oath stated that he/she was authorized to execute said instrument and that the seal affixed, if any, is the corporate seal of said corporation.

GIVEN my hand and official seal this ____ day of _____, 20__.

Notary's signature _____
Notary's printed name _____
Notary Public in and for the State of Washington.
My commission expires_____

EXHIBIT A

(LEGAL DESCRIPTION OF PROPERTY)

WHEN RECORDED, RETURN TO:

City of Kennewick
Customer Service Counter
PO Box 6108
Kennewick, WA 99336-0108

EXHIBIT B

RELEASE OF COVENANT OF PAYMENT OBLIGATION FOR TRANSPORTATION IMPACT FEE

Payment Obligation for the Benefit of Grantee: City of Kennewick, a municipal corporation

Entity Indebted to Grantee (“Grantor”): _____

Reference Number(s) of Related Document(s): _____

Legal Description (Abbreviated): _____

Full description as set forth on attached Exhibit “A.”

Assessor’s Tax Parcel ID Number: _____

Plat or Building Permit Application Number: _____

Amount Released: \$ _____

THIS RELEASE OF COVENANT of TRANSPORTATION IMPACT FEE (the “Release”) is made as of this _____ day of _____, 20____ by the City of Kennewick (the “City”).

The City entered into a Covenant of Payment Obligation for Transportation Impact Fee dated _____ and recorded under Benton County Recording No. _____ (the “Covenant”) with _____ Grantor to provide for deferred payment of the referenced fee(s).

Pursuant to the terms of the covenant, upon Grantor’s payment of the fees in the amount of: Transportation Impact Fee \$_____; the City will release the Covenant.

Accordingly, conditioned upon the Escrow Agent’s or Grantor’s disbursement of the Fee(s) to the City, the City hereby releases and discharges Grantor from the obligations described in the Covenant. Upon recording of this Release, all of the Grantor’s obligations under the Covenant shall be deemed fully and completely satisfied, and the Covenant shall have no further force or effect.

City of Kennewick

By: _____

Title: _____

Date: _____

Grantor

By: _____

STATE OF WASHINGTON)
) ss.
COUNTY OF _____)

On this day personally appeared before me _____, to me known to be the _____ of _____ that executed the foregoing instrument, and acknowledged the said instrument to be the free and voluntary act and deed of said corporation, for the uses and purposes therein mentioned, and on oath stated that he/she was authorized to execute said instrument and that the seal affixed, if any, is the corporate seal of said corporation.

GIVEN my hand and official seal this _____ day of _____, 20__.

Notary's signature _____
Notary's printed name _____

Notary Public in and for the State of Washington.
My commission expires_____