

Impact Fee Deferral (Single Family) Supplemental Application



What am I required to submit?

- Completed application form.
- Administrative fee of \$440.
- Recorded impact fee deferral lien (document template attached)

Application Form:

Ownership Information

Property Owner(s)/Lien Grantor(s) (list full legal name(s)/corporate identities of all owners listed on the title):

Preferred contact person: _____

Mailing address: _____

Telephone: _____ Email: _____

Applicant Name: _____

Contractor registration number: _____

Mailing Address: _____

Telephone: _____ Email: _____

Property Information

Property address: _____

Building permit number: _____ Parcel number: _____

Legal description of the property (please attach as Exhibit A)

[This section to be completed by Vancouver Development Review Services staff]

Impact Fee Calculation

Total fees due: _____

Staff signature: _____

Date: _____

Building Permit Issued: _____

Impact Fee Due Date: _____

Things To Consider

- #1** An impact fee deferral application must be submitted for each parcel to be developed.
- #2** The deferral period shall not exceed a period of 18 months from issuance of the building permit.
- #3** Impact fees must be paid before the scheduling of final inspection.
- #4** The amount of impact fees deferred will be determined by the fees in effect at the time the applicant applies for a deferral.
- #5** The impact fee for residential development will be computed by applying the traffic, park, and school impact fees.
- #6** The City of Vancouver may institute foreclosure proceedings for unpaid impact fees due. For unpaid School Impact Fees, School Districts may also institute foreclosure proceedings.

WHEN RECORDED, RETURN TO:

**City of Vancouver
P.O. Box 1995
Vancouver, WA 98668**

AGREEMENT FOR LIEN AND LIEN FOR DEVELOPMENT

IMPACT FEES (RCW 82.02.050(3)(c))

Lien for Benefit of Grantee: City of Vancouver, a municipal corporation

Person(s) Indebted to Grantee (“Grantor(s)”): _____

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

Impact Fee Deferral Application Number: _____

Principal Amount of the Lien for Development Impact Fees: _____

Assessor’s Tax Parcel Number: _____

Legal Description (Abbreviated): _____

Full legal description: See Exhibit A attached.

This AGREEMENT FOR LIEN FOR DEVELOPMENT IMPACT FEES (“Agreement”) is made and entered into this ____ day of _____, 2015, by and between _____ (“Grantor”) and the CITY OF VANCOUVER, a Washington municipal corporation (“City” or “Grantee”).

I/we hereby request deferral of payment of impact fees associated with building permit # _____ and agree that impact fees of \$ _____ are due to the City of Vancouver at the time of final building inspection conducted by the City provided that the term of the impact fee deferral shall not exceed 18 months from the date of building permit issuance.

The City of Vancouver hereby claims a Lien for Development Impact Fees (which includes school, park and/or transportation impact fees), against the above described real property.

This agreement runs with the land and creates an obligation on behalf of the Grantor and owners of the affected real property. The agreement is binding on successors and assigns of the Grantor. The Grantor shall record this agreement in the Clark County property records and submit a copy of recording to the City.

The Grantor agrees and acknowledges that the City will not perform a final inspection on the property until the impact fees are paid. The Grantor acknowledges that the building cannot and will not be occupied prior to final inspection and issuance of a certificate of occupancy. The Grantor also acknowledges that the City and/or the _____ School District may pursue foreclosure proceedings if the impact fees are not paid.

The lien amount is due and owing to the City upon final building inspection conducted by the City but shall be due not later than eighteen months after issuance of the building permit provided for herein or _____. All payments shall be made payable to the City and shall be directed to the City of Vancouver 415 W. Sixth Street, Vancouver, WA 98668.

Upon payment of the impact fees, the City agrees to execute a Release of Lien, substantially in the form attached hereto as Exhibit B. The Grantor may, at his or her own expense, record the Release of Lien.

DATED this _____ day of _____, 20__.

**CITY OF VANCOUVER, WA
GRANTEE/LIENHOLDER**

By: _____
Title:
Address: 415 W. Sixth Street
Vancouver, WA 98668

DATED this _____ day of _____, 20__.

GRANTOR(S)

Signature

Signature

EXHIBIT A

(Full Legal Description of Property)