

Appellant's Exhibit 88

(as referenced in June 30, 2017

*Appellant WPDC Cleveland LLC's Witness and Exhibit List*)



A-Z Directory Language Text size A- A3  SEARCH

Government Residents Business Development Plans & Projects Transportation Parks & Recreation Environment Public Safety

City of Redmond - Development - Permits - Get Started - Permits We Issue (A-Z) - Change of Occupancy

# Change of Occupancy

## What is it?

You need a Change of Occupancy Permit to change the building code occupancy from one occupancy classification to another occupancy classification such as commercial to residential and residential to commercial.

Examples of common change of use projects are; existing office buildings that are being changed into a school/daycare, a house that is being changed into an office or retail building, a warehouse building that is being changed into automotive repair or a storage building into a church.

## How Much Does it Cost?

Fees are based on the value of your project. You pay a plan review fee when you submit your plans and the rest when you pick up your permit. See the [Fee Schedule \(A-Z\)](#) page to download the Change of Occupancy Fee Schedule for fee related information. For a specific estimate please contact the [Permit Technicians](#) at 425-556-2473.

## How Long Does It Take?

We try to finish our initial review of change of occupancy permits in 42 business days from submittal. How long it takes to get the final permit depends on how complex your project is and how many corrections, if any, you need to make.

## Steps to Get Your Permit

### 1. Research

Get your property information. Find property information to help you plan your project. Use our [Property Viewer Interactive Map](#) to find your building history, zone, and related information.

Determine restrictions to your project. Research the [Redmond Zoning Code \(RZC\)](#) to determine what occupancies are allowed in the building and what land uses are allowed in that zoning area.

Find incentives for your project. Research the City's different [Green Building Incentives](#) that might apply to your project.

Determine if you need a land use permit. In addition to the change of occupancy, if your proposal is changing the use from a land use perspective, a land use permit may be required. Please confirm with the Planner On Call at 425-556-2494 or by email at [planneroncall@redmond.gov](mailto:planneroncall@redmond.gov).

Request a Pre-Application Meeting (optional). We recommend a pre-application meeting for very complex projects, including buildings with unusual structural systems, substantial alterations, or work in environmentally critical areas or shorelines. Pre-application meetings are scheduled on Thursday's. [Pre-Application Conference Tip Sheet](#).

### 2. Start Permit Application

When changing the occupancy you need to contact the [plans examiner of the day](#) to schedule an intake appointment. The plans examiner will create a plan case number for you to use to upload your plans.

Apply for exemptions. You may need an exemption if your project is located in an environmentally critical area or near the shoreline.

Prepare your plans. Plans should be electronic and should be to scale and easy to read.

Developer

Permits - Ge

Do You N

Permits M

Apply On

Submittal

Permit Fe

Impact Fe

Permit Fe

Tips (A-Z)

Inspections

Codes & Ru

Related Link

Tools & Res

## Need H

### Contact

425-556-249

[PlansExamin](#)

### Location

Redmond Ci

15670 NE 8<sup>th</sup>

2nd Floor

### Hours

Monday - Fr

8 am - 5 pm

Fill out forms:

[Change of Occupancy Permit Packet](#)

Coordinate with other agencies. You may need permits or approvals from other agencies. These are the most common agencies you may need to work with for your permit type:

- [King County Public Health – Food Handling](#)
- King County DSC – Medical Facility

3. Submit Plans

To schedule an intake appointment you can go [online](#), use our scheduling button or call 425-556-2473.



[Tips for a Successful Intake Meeting.](#)

Pay fee. Plan Review fees are due at permit application. The fees are calculated based on your project value.

If applicable, make corrections that were given to you at the counter and resubmit your plans. Incomplete applications and plans submitted on paper will be deemed incomplete and not processed.

If comments are received during plan review, you will be sent a correction letter via e-mail with instructions on how to upload the corrected set of plans and applicable information through our [E-track portal](#).

4. Get Permit

Pick up or print your permit. You will be contacted when your plans are approved. You can pick up your permit and approved plans at the Development Service Center with a blank USB drive, or log into the [E-Track Portal](#) where you can print your permit and approved plans.

**5. Pay fees. You will need to pay all outstanding fees to pick up or print your permit.**

Get related permits. You may need to get additional permits or approvals from other departments.

- [Electrical](#)
- [Mechanical](#)
- [Plumbing](#)
- [Sign Permit](#)
- [Fire Alarm](#)
- [Fire Sprinkler](#)

6. Schedule Inspection

Request an inspection. See the [E-Track Portal page](#) to schedule an inspection online or use the phone at 425-556-2435 and the pin number on the permit to request an inspection.

7. Complete Project

You will receive a certificate of occupancy if you have changed the use of the Building Occupancy of an existing space and/or building.

Close your permit. Your permit information will be archived in our electronic document management system.



Home  
 Traffic Cameras  
 Communications  
 Development Resources

Apply:  
 Boards and Commissions  
 Business Licenses  
 Jobs

Find:  
 Bid Info  
 City Buildings  
 City Codes and Documents

Get Involved:  
 City Council  
 Donations  
 Events

Request:  
 eAlert Subscriptions  
 Inspections  
 Junk Mail Reduction (JMSR)

[GIS Maps](#)  
[Recreation Classes](#)  
[Online Services](#)  
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[Staff Directory](#)  
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[How to Pay:](#)  
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[Recreational Classes](#)  
[Redmond Facts](#)  
[Utility Billing](#)

[Volunteering](#)

[Other City Sites:](#)  
[Budget.Redmond.gov \(Budget Data\)](#)  
[Data.Redmond.gov \(Open Data Index\)](#)  
[Land.Redmond.gov \(E-Track Portal\)](#)  
[RedmondDerbyDays.com](#)  
[RedmondLights.com](#)

[Police Public Records](#)  
[Rental Facilities](#)  
[Utility Services](#)  
  
[A-Z Directory](#)  
[Search Help](#)  
[Site Map](#)  
[Website Policies](#)



425-556-2900 | 15670 NE 85th Street | PO Box 97010 | Redmond, WA 98073-9710  
[Contact Us](#) | [Info@Redmond.gov](#)



# Submittal Checklist



Multi-Family  
 Commercial Buildings  
 Mixed Use Buildings  
 Change of Occupancy

A current City of Redmond business license is required prior to opening a business. Applications for a business license can be downloaded at [www.redmond.gov/businesslicense](http://www.redmond.gov/businesslicense). For questions please contact the Business license office at 425-556-2193 or [businesslicense@redmond.gov](mailto:businesslicense@redmond.gov)

**To schedule an appointment contact a Plans Examiner at 425 556 2493 or [plansexaminer@redmond.gov](mailto:plansexaminer@redmond.gov)**

**Application and plans are requested 5 days in advance to allow staff to view the plans to ensure a complete submittal. Plans can be remotely uploaded.**

## FEES

The following non-refundable fees will be collected at time of permit submittal:

- Building, Fire, Planning & Public Works Plan Check Fees
- 3% Technology Surcharge Fee based on total permit cost

## NATIONAL CODES

- 2015 International Building Code (IBC)
- 2015 International Residential Code (IRC)
- 2015 International Mechanical Code (IMC)
- 2015 International Fuel Gas Code (IFGC)
- 2015 International Fire Code (IFC)
- 2015 Uniform Plumbing Code (UPC)
- 2014 National Electric Code (NEC)
- 2015 IECC with WA St. Amendments
- 2009 ICC A117.1

**ELECTRONIC PLAN STANDARDS** Paper plans, incomplete applications, and applications delivered by courier will not be accepted and will result in the application being deemed incomplete.

- ✓ All plans must be drawn **to scale**, and have scale noted on each sheet.
- ✓ All documents must be uploaded as a **PDF**.
- ✓ All plans must be uploaded in **"Landscape"** format in the horizontal position.

✓ **Flatten and merge** separate sheets into one file named **Structural Plans**.

**Any files that are not named properly and/or uploaded incorrectly may be rejected at intake.**

## II. SUBMITTAL CHECKLIST

### APPLICATION

### PLANS AND DRAWINGS

- ⇒ All sheets are to be the same size and sequentially labeled. Flatten and unlock plans prior to building permit submittal.
- ⇒ Plans are required to be clearly legible, with scaled dimensions. Each plan sheet must be individually bookmarked.
- ⇒ Plans will not be accepted that are marked *preliminary* or *not for construction*, have red lines, cut and paste details or those that have been altered after the design professional has signed the plans.

### ARCHITECTURAL PLANS

#### Cover Sheet - Building Information

- Location, vicinity map, zoning, address, & model code information.
- Construction type.
- Number of stories and total height in feet. Building square footage (per floor and total).
- IBC Occupancy Type (show all types by floor and total) and occupancy load. List work to be performed under this permit.
- Provide occupancies classifications for neighboring tenant spaces.

#### Design Team Information

- Design Professional information: Architects, Structural Engineers, Civil Engineers, Landscape Architects, Owners, Developers

#### Site Plan – May be included as part of the Architectural Drawing Cover Sheet. Provide information for accessible parking, number of parking spaces and route of travel.

- Clearly show all actual and assumed property lines, building outline and exterior improvements.
- Show building set backs, property lines, easements, street access locations and address. Indicate north direction.
- Flood hazard areas, floodways, and design flood elevations as applicable.
- Fire protection features: Fire lanes, Fire Dept. Connections, Post Indicator valves, Sprinkler Riser Rooms.
- Provide accessible information on site, accessible path, and accessible parking stalls.

#### Code Summary Floor Plan – See Building Code summary worksheet for additional required information.

Clearly label the following:

- Space/room use (i.e. office, sales, conference, kitchen, manufacturing, etc.)
- IBC Occupancy classifications, Square footage, Occupant load square footage factor used to determine occupant load.
- Clearly show a complete Means of Egress Path, including the width, exits, exit passageways, exit enclosures, separation of exits, exit signs, exit width, common path of travel, travel distance and diagonal distance.
- Note type of sprinklers used.
- Graphically show the extent and rating of all rated assemblies both vertical and horizontal, include the rating of any required opening protection.
- Indicate any doors that are provided with panic hardware and/or magnetic hold-opens. Indicate doors that have locking system requiring use of key or special knowledge.
- Provide non-separated use calculations and/or mixed use ratio calculations.
- Location of emergency power.

#### Reflected Ceiling Plan

- Provide ceiling construction details.
- Provide suspended ceiling details including seismic bracing per IBC 808.1.1.1 and ASTM 635-636 and expansion joint layout.
- Show the location of all emergency lighting, exit signage and provide a lighting fixture schedule.

## II. SUBMITTAL CHECKLIST (CON'T)

### Floor Plan Sheet - Show scale

- Specify the use of each room/area, including shafts, electrical/mechanical rooms and elevators.
- Show **ALL** exits on the plans; include new, existing or eliminated.
- Show all Barrier-Free information on the drawings. Provide door and door hardware schedules.
- Specify each wall type, door type, and glazing requirements. Provide details and assembly numbers for fire resistive assemblies.
- Indicate on the plans all rated walls, doors, windows and penetrations.

### Framing Plans/Details

- Specify the size, spacing, height, anchorage, rated listings, wood species or metal gauge for all stud walls. Indicate all wall, beam, floor connections and ceiling.
- Detail the seismic bracing for all walls.
- Include a stair section showing rise, run, landings, headroom, handrail and guardrail dimensions. Show size, anchorage and spacing for stringers.

### \_\_\_\_\_ **MOISTURE PROTECTION LAW STATEMENT**

- RCW 64.55 Moisture Protection Law for Multi-Unit Residential Buildings. Please refer to handout for requirements prior to issuance of building permit.

### \_\_\_\_\_ **STORAGE RACKS** (if applicable)

- Attachment details are required for seismic bracing of storage racks five feet nine inches (5'9") or greater in height.
- Under 5'9", show a positive connection to floor or walls.
- Statement of Special Inspections Form.

NOTE: High pile storage shall meet the requirements of current International Building and Fire Codes

### \_\_\_\_\_ **KING COUNTY HEALTH APPROVAL** (if applicable)

Please note that any tenant improvement work in a space that involves food handling, preparation or a public swimming pool requires King County Health Department approval **before the permit can be issued**. You must provide the Building Plans Examiner a copy of the approval letter or the approved plans. **Contact the King County Health Department at 206-477-8144 with any questions or for more information.**

### \_\_\_\_\_ **ENERGY CODE COMPLIANCE**

Lighting, Mechanical, and Building envelope forms can be found at <http://www.necac.net/energy-codes>. Applicable forms are required to be submitted with the building permit. No deferred submittals are allowed.

### \_\_\_\_\_ **STRUCTURAL PLANS** - Drawings prepared or reviewed by engineer must be signed & sealed by a Washington State Engineer

### \_\_\_\_\_ **STRUCTURAL CALCULATIONS** (if applicable)

### \_\_\_\_\_ **GEOTECHNICAL ENGINEERING REPORT** (if applicable)

### \_\_\_\_\_ **STATEMENT OF SPECIAL INSPECTIONS** (if applicable) Contractor/special inspection agency may be omitted at time of Permit Submittal.

### \_\_\_\_\_ **ENGINEERING** (if applicable)

- Drainage calculations—if the project has received site plan approval.
- Civil Plans - Site infrastructure must be approved by Public Works prior to Building Permit approval.

### \_\_\_\_\_ **PLANNING** (if applicable)

- Technical Committee Approval Letter - must be submitted prior to permit approval.
- Greenhouse Gas Data Form
- Data worksheet for Determination of Impact Fees
- Landscape Drawings

### \_\_\_\_\_ **PROJECT MANUALS** (if applicable)

**Please note that these are the requirements for new buildings or a large tenant improvement. If you are applying for a small TI or exterior alteration please submit what is applicable to the proposed project.**

**FIRE DEPT: ANSWER THE QUESTIONS BELOW WITH A YES OR NO. A SEPARATE FIRE INSTALLATION PERMIT MAY BE REQUIRED FOR ITEMS THAT ARE CHECKED YES. PLEASE CONTACT RFD AT 425.406.0865 FOR ADDITIONAL INFO**

	YES	NO
Flammable/Combustible Liquids	<input type="checkbox"/>	<input type="checkbox"/>
Hazardous Materials	<input type="checkbox"/>	<input type="checkbox"/>
High Piled Storage	<input type="checkbox"/>	<input type="checkbox"/>
HPM Facilities	<input type="checkbox"/>	<input type="checkbox"/>
LP Gas Store/Handle/Use/Dispense	<input type="checkbox"/>	<input type="checkbox"/>
Places of Assembly	<input type="checkbox"/>	<input type="checkbox"/>
Refrigeration Equipment for Heating and Cooling	<input type="checkbox"/>	<input type="checkbox"/>
Spraying & Dipping	<input type="checkbox"/>	<input type="checkbox"/>
Battery Systems	<input type="checkbox"/>	<input type="checkbox"/>
Compressed Gases	<input type="checkbox"/>	<input type="checkbox"/>
Cryogenics	<input type="checkbox"/>	<input type="checkbox"/>
Industrial Ovens	<input type="checkbox"/>	<input type="checkbox"/>
Private Fire Hydrants	<input type="checkbox"/>	<input type="checkbox"/>
Smoke Control Systems/Stair Pressurization *	<input type="checkbox"/>	<input type="checkbox"/>

\*Fire Installation permit application required at time of Building permit application

If yes—Item and description

**PLANNING DEPARTMENT INFORMATION; ANSWER THE QUESTIONS BELOW WITH A YES OR NO. PLEASE CONTACT 425.556.2494 FOR ADDITIONAL INFORMATION OR QUESTIONS**

	YES	NO
Exterior Modifications to Building?	<input type="checkbox"/>	<input type="checkbox"/>
Change of Land Use? (RZG) i.e. warehouse to gym*	<input type="checkbox"/>	<input type="checkbox"/>
Sensitive areas on or near site?	<input type="checkbox"/>	<input type="checkbox"/>
Is permit a PRD/MPRD/PCD/MPCD?	<input type="checkbox"/>	<input type="checkbox"/>
Building generates noise above 35dBA	<input type="checkbox"/>	<input type="checkbox"/>
Tree removal proposed?	<input type="checkbox"/>	<input type="checkbox"/>
Additional building square footage proposed?	<input type="checkbox"/>	<input type="checkbox"/>
Change in number of existing parking stalls?	<input type="checkbox"/>	<input type="checkbox"/>
Reducing landscaping square footage proposed?	<input type="checkbox"/>	<input type="checkbox"/>
Reroofing?	<input type="checkbox"/>	<input type="checkbox"/>

If yes - Item and description

\*When change of land use intensifies, a Traffic Trip Generation Study may be required. Contact Min Luo 425-556-2881



## Codes and Design Requirements



### NATIONAL CODES

2015 International Building Code (IBC)  
 2015 International Residential Code (IRC)  
 2015 International Mechanical Code (IMC)  
 2015 International Fuel Gas Code (IFGC)  
 2015 International Fire Code (IFC)  
 2015 Uniform Plumbing Code (UPC)  
 2014 National Electric Code (NEC)  
 2009 Accessible & Usable Buildings & Facilities (ICC/ANSI A117.1)  
 2015 International Energy Conservation Code with WA ST Amendments

### WASHINGTON STATE AMENDMENTS

WAC 51-50 Washington State Building Code (IBC)  
 WAC 51-51 Washington State Building Code (IRC)  
 WAC 51-52 Washington State Mechanical Code (IMC)  
 WAC 51-54A Washington State Fire Code (IFC)  
 WAC 51-56 Washington State Plumbing Code & Standards (UPC)  
 WAC 51-11C & 51-11R State Building Code adoption and amendment of the 2015 edition of the International Energy Conservation code, Commercial/Residential  
 WAC 296-46B Electrical Safety Standards, Administration, and Installation

### CITY OF REDMOND DESIGN REQUIREMENTS

Design Wind Speed	110 mph - PER IBC Fig. 1609 A, risk category II
Ground Snow Load	15 psf (snow drift per ASCE 7-10)
Rain on Snow Surcharge	5 psf added to flat roofs per (ASCE 7-10;7.10)
Seismic Design Category	D (D2 Residential)
Rainfall	1"/hr (UPC Table D101.1)
Frost Line Depth	12"
Soil Bearing Capacity	1500 psf unless a Geotechnical report is provided (IBC Table 1806.2)

### REDMOND LOCAL AMENDMENTS AND REGULATIONS

Redmond Municipal Code Title 15 Buildings and Construction  
 Chapter 15.06 - Fire Code  
 Chapter 15.08 - Building Code  
 Chapter 15.10 - Property Maintenance Code - repealed by Ord. 2729  
 Chapter 15.12 - Electrical Code  
 Chapter 15.14 - Mechanical Code  
 Chapter 15.16 - Plumbing Code  
 Chapter 15.18 - Energy Code  
 Chapter 15.22 - Moving Buildings  
 Chapter 15.24 - Clearing, Grading, and Stormwater Management  
 Redmond Zoning Code  
 Redmond Fire Department Standards  
 Redmond Public Works Standard Details

**THE CITY OF REDMOND**  
**Commercial/Multi-Family/Mixed Use**  
**Building Permit Fee Calculation Worksheet**

This form must be completed for all Commercial or Multi-Family projects that involve new construction or an increase in square footage to correctly calculate the fees. Please note that a separate permit is required for **each building or structure** that is part of the project.  
**Complete one worksheet for each permit.**

PROJECT NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

PROJECT ADDRESS: \_\_\_\_\_

NUMBER OF DWELLING UNITS: \_\_\_\_\_ NUMBER OF STORIES: \_\_\_\_\_

FIRE SPRINKLER SYSTEM:  YES  NO

- 1) **Determining Building Valuation:** The final determination of building valuation shall be made by the Building Official.
  - a) **For New Construction or Increases in Square Footage:** The value used in computing fees, adopted by Resolution No. 1212, is determined on the basis of the valuation per square foot using the Building Valuation Data. Determination of the project square footage is based on gross area, defined below.
- 2) **Gross Area:** The gross area, used in conjunction with the Building Valuation Data and other data to determine the valuation of a building project, means the total area of all floors, measured from the exterior face, outside dimensions or exterior column line of a building, including basements, cellars and balconies, but not including unexcavated areas. Where walls and columns are omitted in the construction of a building, such as an open shed or marquee, the exterior wall of the open side or sides, for the purpose of calculating gross area, will be the edge of the roof, including gutters.

**The information that you provide will be verified during the plan review process.**

OCCUPANCY	AREA IN SQUARE FEET	IBC CONSTRUCTION TYPE
(A-1) Assembly, theaters with stage		
(A-1) Assembly, theaters without stage		
(A-2) Assembly, nightclubs		
(A-2) Assembly, restaurants, bars, banquet halls		
(A-3) Assembly, churches		
(A-3) Assembly, general, community halls, libraries, museums		
(A-4) Assembly, arenas		
(B) Business		
(E) Educational		
(F-1) Factory and industrial, moderate hazard		
(F-2) Factory and industrial, low hazard		
(H-1) High Hazard, explosives		
(H-2,3,4) High Hazard		
(H-5) HPM		
(I-1) Institutional, supervised environment		
(I-2) Institutional, incapacitated		
(I-3) Institutional, restrained		
(I-4) Institutional, day care facilities		
(M) Mercantile		
(R-1) Residential, hotels		
(R-2) Residential, multiple family		
(R-3) Residential, one and two family		
(R-4) Residential, care/assisted living facilities		
(S-1) Storage, moderate hazard		
(S-2) Storage, low hazard		
(U) Utility, miscellaneous		
(U) Utility, miscellaneous, private garage		
(U) Utility, miscellaneous, covered deck		
(U) Utility, miscellaneous, uncovered deck		
(U) Utility, miscellaneous, unfinished basement		

PLEASE NOTE: The information provided on this form will be used by our Permit Tracking system to calculate the total Building Permit fees. The Building Permit fees determined with this information do not include any impact fees that may be assessed. It also does not include the fees for any other construction permits that may be needed for your project. These other permits include, but are not limited to, electrical, mechanical, plumbing, fire alarm, fire sprinkler or sign permits.

10/1/2015



# CITY OF REDMOND DATA WORKSHEET FOR DETERMINATION OF IMPACT FEES

06/2009

Please complete the following worksheet to assist City staff in determining the appropriate Fire, Parks, School, and Transportation Impact Fees for the proposed building. If you have questions about completing this form, please contact your project Planner or, if one has not been assigned, call 425-556-2494 to speak to the Planner on call.

**Project Name:** \_\_\_\_\_

**Project Address or Parcel Number:** \_\_\_\_\_

**Building Permit Number:** \_\_\_\_\_ (to be determined at intake)

### Impact Fee Equation:

Number of units of each use	x	Impact Fee amount for a facility type	=	Amount of Impact Fee that shall be paid for that facility type for that use
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The purpose of this worksheet is to determine the "number of units of each use" that will be used to determine the impact fees for the proposed building. The impact fee charged will be the fee in effect at the time of building permit issuance.

The standard for calculation impact fees is Gross Floor Area (GFA), with a few exceptions including residential, certain service uses, and schools. GFA is based upon the Gross Square Footage (GSF) of a structure. These terms are defined below:

**Gross Square Footage (GSF):** The area included within surrounding exterior walls (or exterior walls and firewalls) exclusive of vent shafts and courts. Areas of the building not provided with surrounding walls shall be included in the building area if such areas are included within the horizontal projection of the roof or floor above (2006 IBC 502.1).

**Gross Floor Area (GFA):** The area included within the surrounding exterior walls of a building or portion thereof, exclusive of vent shafts, elevator shafts, stairwells, courts, second story atriums and lobbies. Usable area under a horizontal projection of a roof or floor above, not provided with surrounding exterior walls shall be included within the total gross floor area. (RCDG 20A.20.070) \*Please note building area used for parking is not included in GFA for determining impact fees.

**Note:** The Total GSF provided in Table A.1 must match the Total New S.F. determined in the "Building Information" section of the Commercial/Multifamily Permit Application form submitted for Building Permit review.

## A. IMPACT FEE DETERMINATION

### Section 1: Office/Retail/Manufacturing Square Footage

If the proposed development includes office, retail, and/or manufacturing uses; include the Gross Square Footage in the appropriate subcategory or subcategories in "Table A.1: Impact Fee Data Table" on the following page. For definitions of each subcategory, please see RCDG 20A.20.190, Impact Fee – Transportation – Land Uses. The subcategory GFA totals will be used to determine City and King County Transportation impact fees. The Office, Retail and Manufacturing GFA totals will be used to determine Fire and Park impact fees for the respective uses. It is the burden of the applicant to provide accurate GFA information. Please attach 8.5 x 11 copies of the floor plans for each level of the proposed building with the area removed for GFA hatched on the plan. The reduced copies must include an accurate scale and the square footage of each hatched area must be provided.

**Alternate Standard of Measure.** Some uses listed in Transportation Impact Fee Schedule have a standard of measure other than Gross Floor Area. The impact fee for a majority of these uses is based on a fee per unit. These uses include hotels, service stations, movie theaters, health clubs, and others. Please the appropriate number of units in "Table A.2: Impact Fee Data Table for Uses with Alternate Standard of Measure" on the following page.

Updated 02/15

7 of 19

Note: For Regional Shopping Centers only, Gross Leasable Area (GLA) is used as the standard of measure. The Definition of GLA is: the total floor area designed for tenant occupancy and exclusive use, including any basements, mezzanines, or upper floors, expressed in square feet and measured from the centerline of joint partitions and from outside wall faces, excluding parking garages within buildings. GLA is the area for which tenants pay rent; it is the area that produces income.

**Section 2: Multi-Family Residential Units**

The impact fees for Multi-Family Residential units as part of a Mixed-Use building are determined on a per unit basis. If the proposed development includes residential units, list the proposed GSF in the appropriate location in the table on the following page, as well as the number of units in the box provided in the same table. The number of units provided will be used to determine the appropriate impact fee amounts.

**Table A.1: Impact Fee Data Table**

Land Use	Proposed GSF	Sq. Footage Excluded for GFA	Proposed GFA
<b>Retail Uses</b>			
Restaurant			
Fast Food Restaurant			
Miscellaneous Retail			
Other:			
<b>Total for Retail Uses</b>			
<b>Office Uses</b>			
Administrative Office			
Medical Office/Clinic			
<b>Total for Office Uses</b>			
<b>Manufacturing Uses</b>			
Light Industry/Manufacturing			
Industrial Park			
Warehousing/Storage			
<b>Total for Manufacturing Uses</b>			
<b>Residential</b>			
<b>Multifamily Residential Total</b>		<b>Total Multi-Family Residential Units:</b>	
<b>Other Uses</b>			
Use:			
Use:			
<b>Total for Other Uses</b>			
<b>Total for All Uses</b>			

**Table A.2: Impact Fee Data Table for Uses with Alternate Standard of Measure**

<b>Other Uses – Non GFA Standard of Measure</b>		
Land Use	Standard of Measure	Proposed Number Based on Standard of Measure

**B. IMPACT FEE EXEMPTIONS FOR EXISTING STRUCTURES**

**Section 1: Existing Structure Eligibility**

Parcels with existing development are eligible for impact fee exemptions. Exemptions will be given for the Gross Floor Area (GFA) of existing building on the site which were legally permitted and are proposed to be demolished. To determine eligibility for impact fee exemptions, provide the GFA for all existing non-residential structures on the site in "Table B.1: Non-Residential Impact Fee Credit Data". Include the most recent permitted use(s) of the buildings to be demolished. Please include copies of the Certificates of Occupancy, King County Assessor Data, building surveys, or other reasonable sources of data for existing structures to be demolished showing the existing GSF and attach them to this worksheet to be submitted with your building permit submittal. It is the burden of the applicant to provide accurate GFA information for these structures. Adjustments will be made for impact fee exemptions at the time of building permit issuance.

**Table B.1: Non-Residential Impact Fee Exemption Data**

Land Use	Existing GSF	Sq. Footage Excluded for GFA	Existing GFA
<b>Retail Uses</b>			
Restaurant			
Fast Food Restaurant			
Miscellaneous Retail			
Other:			
<b>Total for Retail Uses</b>			
<b>Office Uses</b>			
Administrative Office			
Medical Office/Clinic			
<b>Total for Office Uses</b>			
<b>Manufacturing Uses</b>			
Light Industry/Manufacturing			
Industrial Park			
Warehousing/Storage			
<b>Total for Manufacturing Uses</b>			
<b>Other Uses</b>			
Use:			
Use:			
<b>Total for Other Uses</b>			
<b>Total for All Uses</b>			

**Alternate Standard of Measure.** Some uses listed in Transportation Impact Fee Schedule have a standard of measure other than Gross Floor Area. The impact fee for a majority of these uses is based on a fee per unit. These uses include hotels, service stations, movie theaters, health clubs, and others. Please the appropriate number of units in "Table B.2: Impact Fee Credit Data Table for Uses with Alternate Standard of Measure".

**Table B.2: Impact Fee Credit Data Table for Uses with Alternate Standard of Measure**

Other Uses – Non GFA Standard of Measure		
Land Use	Standard of Measure	Number of Existing Units Based on Standard of Measure

**Section 2: Residential Impact Fee Exemptions**

If the site contains single-family or multi-family residential units, appropriate exemptions will be given for those units for Parks, Fire, School, and Transportation Impact Fees based on the fee in effect at the time of building permit issuance. Please include the existing number of units below:

Number of Existing Single-Family Units \_\_\_\_\_

Number of Existing Multi-Family Units \_\_\_\_\_