POULSBO CITY COUNCIL AGENDA SUMMARY

WORKSHOP AGENDA ITEM NO. 10.e

MEETING DATE: April 15, 2026

AGENDA ITEM	Impact Fee Update
EXHIBITS	CCWorkshopMemoImpactFeesApril2026
STAFFED BY	Coleman
ESTIMATED TIME	50 mins

SUMMARY STATEMENT

Impact fees are a key tool under the Growth Management Act to ensure that new development contributes its proportionate share toward the cost of capital facilities needed to serve growth, including transportation, parks, and fire protection infrastructure. State law requires that impact fees be used only for system improvements, be based on adopted plans, and be proportionate to the impacts of development. Recent legislative updates further refine these requirements by mandating that residential impact fees be scaled to reflect differences in unit size and impact, and by limiting accessory dwelling unit fees to no more than 50 percent of the primary unit, supporting broader housing affordability goals.

The City currently collects transportation impact fees based on a cost-per-trip methodology and park impact fees based on a cost-per-capita approach tied to the adopted level of service. The City no longer collects school-related mitigation fees due to declining enrollment and lack of a request from the school district. The City is also evaluating the potential adoption of a fire impact fee to address growth-related demands on emergency services. State law allows for exemptions, reductions, and deferrals of impact fees under certain circumstances; however, these tools must be balanced with the need to maintain sustainable long-term funding for infrastructure. Staff will return with updated rate studies and potential ordinance amendments for Council consideration.

WORKSHOP DATE:	

IMPACTS

Expenditure Required? No	Included in Budget? No Amount: 0

SAMPLE MOTION:

Hold Workshop