

Process Number (County use Only) \_\_\_\_\_

Building Permit Number (County use Only) \_\_\_\_\_



# Impact Fee Calculation Form

Jefferson County Government – Office of Impact Fees

**Please complete items 1 through 13 and sign and date item 17.** This information **MUST** match that provided on the Building Permit application. This form shall be submitted at the time of Building Permit application. The Applicant **MUST** be the property owner or a duly authorized agent of the property owner.

### Applicant Information

1 First Name \_\_\_\_\_ M.I. \_\_\_\_\_  
Last Name \_\_\_\_\_

2 Contact Address \_\_\_\_\_  
\_\_\_\_\_  
City \_\_\_\_\_  
State \_\_\_\_\_ ZIP \_\_\_\_\_  
Day Time Phone \_\_\_\_\_

### Building Permit Information

3 Building Permit Application Date (mm-dd-yyyy) \_\_\_\_\_

#### Property Owner Information

4 First Name \_\_\_\_\_ M.I. \_\_\_\_\_  
Last Name \_\_\_\_\_

5 Subdivision (if applies) \_\_\_\_\_

6 Lot Number (if applies) \_\_\_\_\_

7 Tax District \_\_\_\_\_  
Map \_\_\_\_\_ Parcel \_\_\_\_\_  
Deed Book \_\_\_\_\_ Page \_\_\_\_\_

### Amount and Type of Proposed Development

8  Residential  Non-Residential

Development Type \_\_\_\_\_ Subtype \_\_\_\_\_  
Development Units \_\_\_\_\_ Amount \_\_\_\_\_

### Exemption/Offset/Affordable Housing Discount Request

**Please complete items 9 through 12 and sign and date item 13.** If requesting an Exemption, Offset, or Affordable Housing Discount, attach the appropriate form, and any required supporting documentation. Request for Exemption, Offset, or Affordable Housing Discount must be requested **PRIOR** to building permit application as this may delay building permit application processing. Be advised the total current Impact Fee amount will be due if the request for an Exemption, Offset, or Affordable Housing Discount is either denied or the Applicant does not qualify for said request.

- 9 Exemption: Attach Form 200 – Request for Exemption  
 Yes  No
- 10 Hardship Exemption: Attach Form 215 – Request for Hardship Exemption  
 Yes  No
- 11 Offset: Attach Form 220 – Request for Offset  
 Yes  No
- 12 Affordable Housing Discount: Attach Form 260 – Request for Affordable Housing Discount  
 Yes  No

APPLICANT SIGNATURE

13 \_\_\_\_\_  
Signature Date

County Certifications

14 Building Permit Verification Date (mm-dd-yyyy): \_\_\_\_\_  
Verification and Review by: Michelle Mason  
Title: Impact Fee Program Specialist

Exemption/Offset/Affordable Housing Discount Adjustment

15 If approved or approved subject to conditions, indicate the amount of Exemption, Offset, or Affordable Housing Discount (also referred as AHD).

Impact Fee Category	Calculated Impact Fee	Amount of <input type="checkbox"/> Exemption		Revised Final Impact Fee
		<input type="checkbox"/> AHD	<input type="checkbox"/> Offset	
Schools	_ _ _ _ _ _ _	_ _ _ _ _ _ _		_ _ _ _ _ _ _
Law Enforcement	_ _ _ _ _ _ _	_ _ _ _ _ _ _		_ _ _ _ _ _ _
Parks & Recreation	_ _ _ _ _ _ _	_ _ _ _ _ _ _		_ _ _ _ _ _ _
Fire & EMS	_ _ _ _ _ _ _	_ _ _ _ _ _ _		_ _ _ _ _ _ _
<b>TOTAL (\$ USD)</b>	_ _ _ _ _ _ _	_ _ _ _ _ _ _		_ _ _ _ _ _ _

Comments

Agreement

**FINAL IMPACT FEE CALCULATION VERIFICATION, INCLUDING EXEMPTION, OFFSET, OR AFFORDABLE HOUSING DISCOUNT IF APPLICABLE AND APPROVED. THE APPLICANT AND THE IMPACT FEE PROGRAM SPECIALIST, ON BEHALF OF THE COUNTY COMMISSION, AGREE TO COMPLY WITH THE TERMS AND CONDITIONS OF ANY IMPACT FEE ORDINANCE AND IMPACT FEE PROCEDURES ORDINANCE IN EFFECT AT THE TIME OF THE EXECUTION OF FORM 100 BY THE IMPACT FEE PROGRAM SPECIALIST.**

16 \_\_\_\_\_  
Impact Fee Program Specialist Date

17 \_\_\_\_\_  
Applicant Date