



Community Development Department
CLIENT ASSISTANCE MEMO

SINGLE FAMILY PERMIT APPLICATION INFORMATION

Welcome to the City of Gig Harbor,

This information is provided and intended as a tool to help you navigate the process of your building permit application for a single-family residence and what to expect next.

Your permit number for address: _____
is _____ Date of Application _____

You can follow the review process for your application by creating a portal user account at: <https://ci-gigharbor-wa.smartgovcommunity.com/Public/Home> or call us at 253.851.6170 and reference the information above.

Generally, you can expect the 1st review of your complete application and construction plans to take approximately 4 weeks. Your application and plans are reviewed for compliance with all city codes, including but not limited to building codes, zoning codes, stormwater conveyance and detention as well as utility connection and impact fee costs. If necessary, a second review can be expected to take approximately 2 weeks.

Please make yourself aware of all permit and utility fees that will be due payable prior to issuing of your building permits. In addition to your building permit & design review fees, you can expect, in most cases to pay:

Water - General Facility Charge	\$ 7300.00
Water - Meter Charge	\$ 486.00
Sewer - General Facility Charge	\$ 9640.00
Stormwater - General Facility Charge	\$ 1770.00
Park Impact Fee	\$ 1500.00
Transportation Impact Fee	\$ 6449.00
School Impact Fee	\$ 4462.00

Special Charges: (may be required)

As-built fee (refundable - utilities)	\$150.00
Sewer Stub Inspection Fee	\$125.00
Water Service Tap in Construction	\$ Actual Cost **

**Actual Cost will include materials, labor and equipment time, for water service tap +10% administrative charge. (estimated between \$2,000-\$4000) *Billed at time of installation.*