CONSULTANT DEPOSIT REQUIREMENTS

Upon submittal of the following applications, a deposit for consultant fees will be required. *

- Administrative Use Permit
- Boundary Line Adjustment
- Public Facilities Permit
- Short Plat, Preliminary
- Subdivision, Preliminary
- Wetland Delineation
- Binding Site Plan
- Conditional Use Permit
- Reasonable Use Permit
- SEPA (State Environmental Policy Act)
- Variance
- Stormwater Review (Commercial)

*This list may not be all-inclusive

The City of Edgewood sends the above applications to outside consultants for review. The consultant works under contract with the City of Edgewood and will represent the City throughout certain phases of your project.

A deposit in the amount of $_________ shall be paid at the time your application is submitted to the City. This is in addition to any applicable City fees.

The amount listed above is only an estimate of the cost for consultant review. Actual consultant fees for your project will be applied against this deposit. If costs for your project exceed the deposit being held, you will be asked to submit additional funds. If at the end of your project there is a balance left on your account, it will be applied to the remaining balance of your application or a refund check may be submitted to you.

At the end of each month the City sends a statement that will include the amount of your deposit(s), consultant and administrative fees that have been applied to your account. Since consultants invoice the City on a monthly basis, you will not receive a statement until the month after the costs were incurred. For example, if the consultant review was performed in the month of October, a statement from the City would not be mailed until the end of November.

If your project is completed prior to the receipt of all consultant fees, a final invoice or refund check will be mailed to you at the end of the following month. Any outstanding fees must be paid within 15 days of receipt of the final invoice.

________________________________________
Signature

Address: ________________________________ Phone: ________________________________