



Permit Center
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LATECOMER APPLICATION

The City is able to provide the information in the shaded areas.

Latecomer Number:

Date:

Type of Latecomer Application:

CHECK ONLY ONE IMPROVEMENT*:

[] STREET/STORM

[] WATER

[] SEWER

*Separate Applications and fees are required for each improvement

City Project Number

City Project Name

Name of Proponent

Address of Proponent

Working Phone number of Proponent

Name of Licensed Engineer

Signature of Licensed Engineer

Firm Name of Licensed Engineer

Address of Licensed Engineer

Phone Number of Licensed Engineer

Date of Acknowledgement letter

Public Facilities Agreement Date

End of Construction Inspection Date

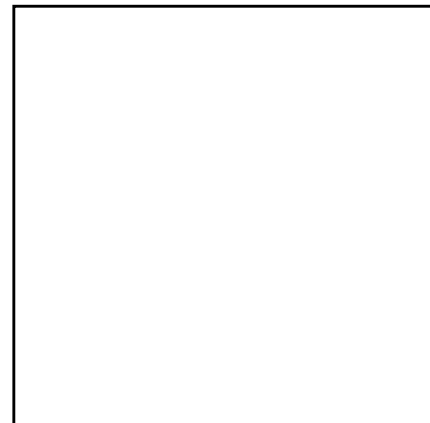
City Project Acceptance Date

Method of Assessment: (See the example on page 5)

Number of Owner Units Included

Number of Latecomer Units Included

Total Number of Units Included



Affix Professional Engineer Seal or Stamp Here

Project Construction Costs

Water Mains	
Fire Hydrants	
Sewer Mains	
Streets	
Street Lighting	
Storm Drainage	
Sidewalks	
Storm Water Facilities	
Total Project Construction Costs (B)	

Direct Construction Costs

Construction and Materials [not including services] (B)	
¹ City Operation Costs (connections, scans)	
² City Inspection Fees and Plan Review	
Survey	
Design Engineering	
Construction Engineering	
² Bonding	
Legal Services	
Environmental Mitigation	
Utility Construction (related to project)	
Utility Relocation (Private)	
Permits	
Right-of-way Acquisition (if applicable)	
Other:.	
¹Total: [Direct Construction Costs (C)]	

¹The City is able to provide the information in the shaded areas.

²If a full project includes more than one facility improvement, divide the construction and materials amount for each improvement by the computed "Total Project Construction Costs." Multiply this value by the total cost of the city inspection fee and the bonding. This proportionally distributes the costs to each facility improvement. See the example on page 4.

City Application Fee

Base Fee of \$430.00 for Utilities	
Base Fee of \$640.00 for Streets	
1% of Cost of Construction (C)	
(\$215) x (no. of parcels in the benefit area)	
Total City Application Fee	

Latecomer Costs - (This table will be completed by the city)

Construction Interest Rate (R)	
Construction Term in Days (D)	
Construction Interest [I = C x R x (D/365) x (0.67)]	
Developer Administrative Cost (A = C x 3%)	
City Application Fee (F)	
Total Latecomer's Construction Cost (C+I+A+F)	

Latecomer's Construction Cost per Unit

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Allocation of Total Latecomer's Construction Costs

	Number of Units	¹ Cost per Unit	¹ Total Cost
Owner Units			
Latecomer Units			2
Total Units			

¹This will be completed by the City.

²This represents the maximum amount you will be able to collect from the Latecomer's Contract.

Total Project Construction Costs Example

Water Mains	\$7,000.00
Fire Hydrants	\$1,500.00
Sewer Mains	\$7,500.00
Streets	\$20,000.00
Street Lighting	\$0.00
Storm Drainage	\$1,000.00
Sidewalks	\$0.00
Storm Water Detention	\$0.00
Total Project Construction Costs	\$37,000.00

City Inspection Fees and Plan Review Calculation Example

Given the City Inspection Fee = 1,000.00 and the above information:

The total cost for water facility improvements is \$8,500.00

The City Inspection Fees and Plan Review cost allocated for the water latecomer is:

$$(8,500 / 37,000) \times (1,000) = \underline{\$229.73}$$

The total cost for sewer facility improvements is \$7,500.00

The City Inspection Fees and Plan Review cost allocated for the sewer latecomer is:

$$(7,500 / 37,000) \times (1,000) = \underline{\$202.70}$$

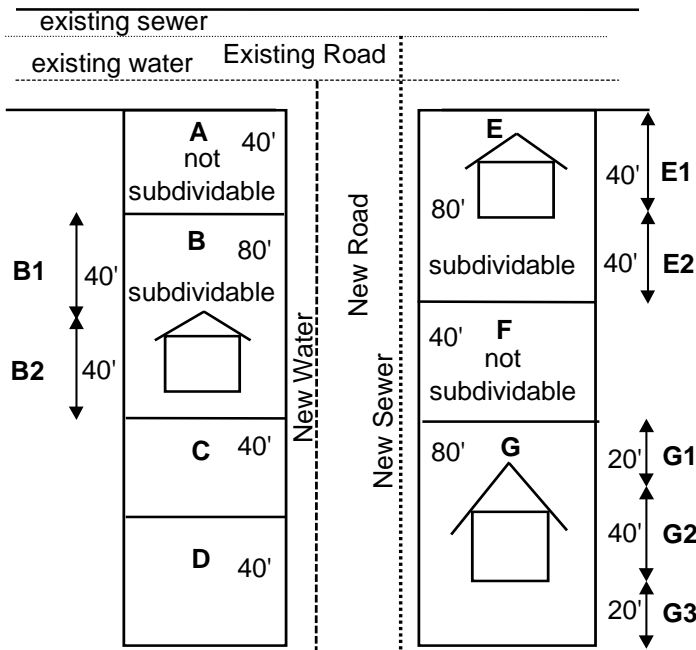
The total cost for street facility improvements is \$21,000

The City Inspection Fees and Plan Review cost allocated for the street latecomer is:

$$(21,000 / 37,000) \times (1,000) = \underline{\$567.57}$$

(Note: Bonding distribution is calculated by similar methodology.)

Method of Assessment Example Using Linear Feet:



(Note: The existing driveways to the existing homes do not meet the City’s minimum 20’ wide requirement.)

Sewer Latecomer Frontage

Number of Owner Units Included	80 Linear Feet	C+D
Number of Latecomer Units Included	240 Linear Feet	B1+B2+E2+F+G1+G2+G3
Total Number of Units Included	320 Linear Feet	

Parcels “A” and “E1” are not included because they abut the existing sewer.

Water Latecomer Frontage

Number of Owner Units Included	80 Linear Feet	C+D
Number of Latecomer Units Included	240 Linear Feet	B1+B2+E2+F+G1+G2+G3
Total Number of Units Included	320 Linear Feet	

Parcels “A” and “E1” are not included because they abut the existing water.

Street Latecomer Frontage

Number of Owner Units Included	80 Linear Feet	C+D
Number of Latecomer Units Included	120 Linear Feet	B1+E2+F
Total Number of Units Included	200 Linear Feet	

Parcels “A” and “E1” are not included because they abut the existing street. “B2” and “G2” are not included because they already had prior access. “G1” and “G3” are not included because they are not buildable lots.



LATECOMERS APPLICATION PROCESS

Abbreviations

- UT= Utility Technician
- FIN = Finance Department
- LC = Latecomers

Note: This network diagram is based on revisions to the Municipal Code adopted in January 2004.

