

Summary of Building Safety Division Proposed Fee Schedule Changes July 2010

Part 1, Section A, Building Permit Fees: Building permit fees are charged at either \$.0106 per \$1.00 valuation of the work or \$.0125 per \$100 valuation of the work. The \$.0106 modifier is for permits subject to TIM fees and \$.0125 for permits not subject to TIM fees. The proposed fee schedule removes the lower (\$.0106) modifier and replaces it with the higher (\$.0125) modifier.

The valuation of the work is calculated from the contract value or by using the National Construction Estimator Valuation Table, a nationwide construction index.

This Proposed Fee Schedule uses a different valuation table from the Building Safety Journal. Since this is a nationwide construction index, to bring the values into conformance with local conditions, a 10 percent regional cost modifier is added. This accounts for higher staff, construction, and inspection costs in this region. This Section also sets the minimum building permit fees at \$100 which is no change from the current minimum.

Section B, Manufactured Buildings: Permit fees are currently \$100. The Proposed fee schedule increases the fees to \$120 to \$480, depending on the type of manufactured building. The plan review for this type of permit is often easier. However, multiple inspections, not covered in the current fee, are often required.

This Section also clarifies the permit fees for “shipping containers” and similar units (temporary \$100; permanent \$240).

Section C, Site Development/Grading and Road Encroachment Permit Fees: The current grading permit fee is \$435. The proposed fee schedule converts residential grading projects exceeding 1,000 cubic yards (reduced from 1,500 cubic yards in the current fee schedule) to be charged the same as non-residential grading projects.

Driveway encroachment permits are proposed to increase from \$273 to \$360 to cover the costs of administration and inspection. Encroachments are typically one of the last components of the building permit and have traditionally required extra handling and multiple inspections.

The building permit fee “breakdown” is clarified in this section: One third of permit costs are established as “permit processing;” one third as “plan review;” and one-third as “inspections.” This facilitates the calculation and timing of permit collections as well as refunds.

Part 2: Miscellaneous Fees: A number of minor and major changes are proposed, as noted below:

Section A, Investigation Fees: Investigation fees are collected for permits issued to correct work that was done without a permit

The Investigation Fee is currently equal to the amount of the permit fee. The proposed fee schedule increases the Investigation Fee to three times the amount of the permit fee. This fee can be waived when the owner is voluntarily revealing work done without a permit. The Investigation Fee is intended to encourage compliance with permit codes and provide revenue for Code Enforcement staffing and hearings.

Section E, Records Research Fees: The current fee is \$25 per hour with a minimum \$12.50 charge. The proposed fee is \$60 per hour with a minimum \$30 charge.

Section H, Dishonored Check: The current fee is \$25. The proposed fee is \$60.

Section J, Records Archiving and Technology Fee. These new fees are intended to cover some of the costs associated with scanning, archiving, records management, and computer maintenance and upgrades. This \$30 fee is in addition to the ordinary application fees and applies to all permits except those applications that are only subject to the \$100 minimum fee.

Section K, Notice of Compliance Fee/Notice of Cancellation Fee: New fee of \$100 is proposed to process the Notice of Compliance (NOC). A Notice of Non-Compliance is recorded on a property if a building permit is not completed or expires. The NOC is used to “lift” the Notice of Non-Compliance after actions to correct have occurred.

Section N, Review of Alternate Methods and Materials: This is a new \$100 fee to cover the service for the Building Official to review alternate building materials requests.

Section O, Consultation Fee: This is a new fee, similar to the Pre-Application in Planning, where the Building Division can provide consultation and advice at the adopted hourly rate.

Part 3: Fee Refunds: The refund section is revised in conjunction with Part 1, Section C so that refunds reflect the work completed by the Building Division. The proposed fee schedule increases the nonrefundable administrative fee to \$100.

Part 4: Unpaid Fees: Unpaid fees that are over 90 days past due are typically sent to Revenue Recovery. An additional 15 percent surcharge is proposed to cover the costs associated with handling the unpaid fees.