

48

**El Dorado County  
Board of Supervisors  
District IV  
530-621-6513**

# Memo

**To:** Board of Supervisors  
**From:** Supervisor Ron Briggs, District IV  
**CC:**  
**Date:** 6/4/2007  
**Re:** Building & Planning Fees

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Attached please find a copy of copies of agenda Items #48 and #49 from February 28, 2006, raising  
The Building Services Fees and setting new Planning Services Fees. Also copy of Planning Fee  
Policies & Procedures, effective April 29, 2006, per adoption by the Board on February 28, 2006.

RECEIVED  
BOARD OF SUPERVISORS  
EL DORADO COUNTY

2007 JUN -4 PM 4:59

47. 06-0325 Hearing to consider adoption of Resolution 050-2006 approving Budget Transfer 26074 reallocating Revolving Loan Fund Balance by transferring \$175,000 from the Economic Development Revolving Loan Fund to the Housing Rehabilitation/Housing Acquisition Revolving Loan Fund within the Department of Human Services' Housing and Economic Development Programs.

Hearing no protests, a motion was made by Supervisor Sweeney, seconded by Supervisor Baumann to adopt Resolution 050-2006.

Yes: 4 - Dupray, Baumann, Sweeney and Santiago

Absent: 1 - Paine

48. 06-0366 Hearing to consider adoption of Resolution 057-2006 superseding Resolution 101-2004 setting new Building Services Fees effective April 29, 2006, noting fees are modified in the following manner: 1) base new fees on new ICC valuation table; 2) increase valuation modifier from 0.009 to 0.01; 3) apply a 50% credit for dwelling constructed from master plans and permanent manufactured dwellings; and 4) increase the blended hourly rate from \$50 to \$100 an hour. The minimum permit fee would remain at \$50.

Hearing no protests, a motion was made by Supervisor Dupray, seconded by Supervisor Baumann to adopt Resolution 057-2006.

Yes: 4 - Dupray, Baumann, Sweeney and Santiago

Absent: 1 - Paine

#### TAPE 2 & 3

49. 06-0367 Hearing to consider adoption of Resolution 058-2006 superseding Resolution 305-99 setting new Planning Services Fees effective April 29, 2006, noting modifications proposed would increase cost recovery from 25% to 70%, fees have not been updated since 1999, and the hourly rate has remained unchanged since 1993. The Proposal includes: 1) the application of time/materials billing to a wider range of projects; 2) increase of the blended hourly rate from \$80 to \$100; 3) reduction in number of fee categories; and 4) adjustments to fixed fees based on billing rate and reassessment of average processing time.

FUNDING: Fees for service.

Hearing no protests, a motion was made by Supervisor Sweeney, seconded by Supervisor Dupray to adopt Resolution 058-2006.

Yes: 4 - Dupray, Baumann, Sweeney and Santiago

Absent: 1 - Paine

Resolution No. 058-2006



**RESOLUTION No. 058-2006**  
**OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO**  
**RESOLUTION TO ADOPT PLANNING DEPARTMENT**  
**PERMIT PROCESSING AND RELATED FEES**

**(Replaces Resolution No. 105-99)**

**WHEREAS**, the El Dorado County Board of Supervisors has adopted Resolution 105-99 on June 8<sup>th</sup>, 1999, establishing a comprehensive fee schedule for the Planning Department (now known as Development Services Department – Planning Services), Department of Transportation, and Environmental Management relating to permit processing; and

**WHEREAS**, substantial changes have occurred since 1999 affecting the cost of application processing, and it has been determined that the Planning Services fee schedule no longer reasonably reflects the actual cost of providing services; and

**WHEREAS**, Planning Fees, Environmental Management Fees and Department of Transportation Fees are no longer adopted simultaneously; and

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors of El Dorado County, that Resolution 105-99 be replaced and that the Planning Services permit processing, miscellaneous fees and special fee policies & procedures shall be as attached herewith; and, this Resolution shall take effect sixty (60) days from adoption.

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held on the 28 day of February, 2006,  
by the following vote of said Board:

Ayes: Sweeney, Dupray, Baumann, Santiago

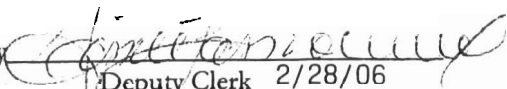
**ATTEST**

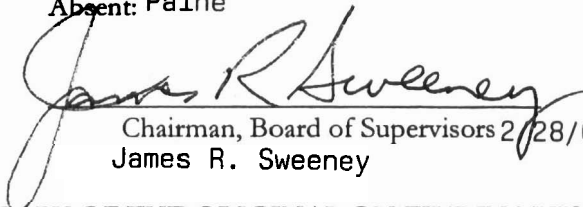
**CINDY KECK**

Clerk of the Board of Supervisors

Noes: None

Absent: Paine

By   
Deputy Clerk 2/28/06  
Aimee Lamoureux

  
Chairman, Board of Supervisors 2/28/06  
James R. Sweeney

**I CERTIFY THAT:**

THE FOREGOING INSTRUMENT IS A CORRECT COPY OF THE ORIGINAL ON FILE IN THIS OFFICE.

DATE \_\_\_\_\_

ATTEST: CINDY KECK, Clerk of the Board of Supervisors of the County of El Dorado, State of California.

By \_\_\_\_\_  
Deputy Clerk

# PLANNING SERVICES FEE POLICIES & PROCEDURES

The following fee policies are applicable to all fees collected by Planning Services.

## REFUNDS

1. The Director of Development Services may authorize a refund of any remaining unexpended application fees on account with the Department as follows:
  - (a) At the request of the applicant in writing; or
  - (b) Initiated by Planning Services whenever Planning Services determines that an application has been considered inactive for at least one year due to one of the following:
    - (i) The application has been incomplete for at least one year and the applicant has not provided the necessary material to make the application complete;
    - (ii) The application has been placed on hold at the request of the applicant, or taken off calendar at the request of the applicant to perform additional tasks, studies, provide more data, etc., and the applicant has not responded or requested the matter to be rescheduled for hearing within the last one-year period.

When application fees have been refunded by either of the methods described above, the application shall be deemed withdrawn, requiring no further action by the County. Reactivation of the application can only occur upon submittal of a new application, satisfying all current submittal requirements and fees.

2. Refunds on fixed fee applications meeting the above criteria in 1(a) and 1(b) above shall only occur to the following extent:
  - (a) No refund is permitted if the matter has been noticed for public hearing;
  - (b) If the project has not been distributed for agency review, 90% of the Planning fee shall be refunded, and 100% of the Department of Transportation and Environmental Management fees shall be refunded;
3. After agency distribution, the amount of the refund shall be the difference between the cost incurred by each department and their total fee collected. The cost incurred shall be determined by multiplying the total planner hours, engineer hours or sanitarian hours times the applicable billing rate for the affected department.
4. Refunds on unused deposits will automatically be processed by the Department when the project has received final action by the County.
5. A refund processing charge of \$50.<sup>00</sup> will be deducted from any amount due to cover the costs of processing the refund.

**MULTIPLE APPLICATION FEES**

In those instances where two or more applications are filed with Planning Services at the same time for the same project, all fees collected for that submittal shall be adjusted as follows:

- First Application = Full fees
- Second Application = 20% reduction, requiring payment of 80% of the fees for the second application
- Any Additional Applications = 40% reduction, requiring payment of 60% of the third or additional application fees

The determination of which application pays the full amount, which has a 20% reduction, etc., is based on the amount of the application fee. The type of application which has the highest fee is considered the first application; the application with the second highest fee the second application, etc. For multiple applications that are reviewed on a time and materials basis, only the deposit for the application with the highest listed deposit amount on the fee schedule shall be collected at the time of application submittal.

**TIME AND MATERIALS**

In all of those instances in the fee schedule where a number is provided followed by a reference to "T&M", the number provided is the minimum deposit, and the T&M means the actual cost to the applicant to process the application is based on a time and materials method of billing at an hourly rate of \$100<sup>00</sup> for Planning Services unless such rate is modified by the Board of Supervisors. The applicant will receive a monthly statement/bill identifying the remaining deposit balance on account, or the amount due if deposited funds have been exhausted. If monies are owed, they shall be paid as specified in the "Agreement to Pay." Any outstanding balances must be paid before action by the hearing body/project decision-maker. Interest will be charged on late payments (more than 30 days overdue). If payment is not received within 90 days of said billing, collection will be processed through small claims court or by filing a lien on the affected property. To make certain there is no misunderstanding regarding the application deposit and billing process, the applicant will be required to sign an "Agreement to Pay" statement with application submittal acknowledging agreement to pay the processing costs regardless of whether the application is approved or denied.

Trust funds will be established on major projects typically tied to EIRs. The applicant, by contract, will be required to maintain a balance in the trust account equal to the initial required deposit, or as otherwise stated in the contract. Unused trust funds will be refunded to the applicant upon withdrawal of the application, or after final action is taken by the County on the application.

**CONVERSION TO TIME AND MATERIALS**

When in the opinion of Planning Services the required fixed fee for an application is going to be exceeded due to the complexity of the project or potential controversy that it may generate, Planning Services may convert the application to a time and materials process. When this conversion is proposed, the applicant will be notified in writing and will be requested to submit a deposit in an amount estimated to be sufficient to cover the remaining staff work to bring the application to a final decision. Staff work on the application will stop until a deposit is provided. Normally this conversion will occur when it is obvious the required fee is going to be insufficient, which would typically occur during or soon after the Technical Advisory committee meeting. However, it could occur later in the project if controversy becomes more evident and/or revisions are proposed to the project to mitigate project impacts or neighbor concerns. After the conversion, the applicant will receive a monthly statement/bill identifying the remaining

processing fee and/or deposit, or the amount due if deposited funds have been exhausted. If monies are owed, they shall be paid before action by the hearing body.

**PUBLIC AGENCIES**

No charges shall be levied for documents/plans (one copy each) provided to public agencies.

**ALL COUNTY AND NON-COUNTY AGENCIES**

All County and non-County agencies (special districts, non-profit, etc.) shall be required to pay full application costs to offset the affected department's processing costs.

**OTHER FEES**

Where no fee exists to cover an application process or service not normally provided by the Department, or when the circumstances of the application process are unique, and when it will take more than two hours to process the application or provide the service, a fee shall be paid or deposit collected, based on an estimate of processing costs by the affected department's director, using the approved hourly billing rate. If a deposit is collected, the applicant will be billed based on the normal time and materials basis described above. Or as an option, the department director may apply a fee in another category, if in the director's opinion such fee would adequately cover the anticipated level of effort required to process the application.

<b>APPLICATION TYPE/SERVICE</b>	<b>PLANNING FEE/DEPOSIT</b>
<b>AGENCIES' FEES</b> (See "Fee Policies & Procedures")	
<b>AGENDAS, ANNUAL SUBSCRIPTIONS</b>	
PLANNING COMMISSION	\$45
ZONING ADMINISTRATOR	\$20
<b>APPLICATION FEES, MULTIPLE</b> (See "Fee Policies & Procedures")	
<b>APPEALS</b> (Appeal by project applicant is charged at T&M, with listed fee as initial deposit. Appeals by others are listed fee only.)	
CERTIFICATE OF COMPLIANCE	\$100 T&M for applicant
PARCEL MAP, COMMERCIAL / INDUSTRIAL	\$100 T&M for applicant
PARCEL MAP, TENTATIVE	\$100 T&M for applicant
PLANNING COMMISSION, ZONING ADMINISTRATOR, OR STAFF LEVEL (includes Design Review, Special Use Permit, Variance, etc.)	\$100 T&M for applicant
SUBDIVISION, TENTATIVE	
Class I	\$100 T&M for applicant
Rural	\$100 T&M for applicant
<b>BOUNDARY LINE ADJUSTMENT</b>	\$200
<b>BOUNDARY LINE MERGE</b>	\$100
<b>CERTIFICATE OF COMPLIANCE</b>	
Discretionary – Hearing Required	\$2000 T&M
Discretionary – No Hearing Required	\$500
MAJOR REVISION TO APPROVED CERTIFICATE	75% of fee* T&M
MINOR REVISION TO APPROVED CERTIFICATE (No changes to environmental document)	25% of fee*
<b>COPIES, DUPLICATING</b>	15 cents per page
<b>DEPOSITS</b> (See "Fee Policies & Procedures")	
<b>DESIGN REVIEW</b>	
PLANNING COMMISSION, MAJOR (Applications adjacent to State Highway – Negative Declaration)	\$2000 T&M
PLANNING COMMISSION, MINOR (Categorically Exempt) Signs, On-Site, Accessory Structures, Minor Commercial Expansions, Minor new Commercial (2,500 sq. ft) minor residential (4 dwelling units or less).	\$500
STAFF LEVEL, MAJOR (Applications with DC overlay, not adjacent to State Highway – Negative Declaration)	\$1000 T&M
STAFF LEVEL, MINOR (Categorically Exempt) Signs (On-Site), Accessory Structures, Minor Commercial Expansions, Minor new Commercial (2,500 sq. ft) minor residential (4 dwelling units or less), Barnett Business Park	\$300

\* Based on percentage of current fee shown under original application type

T&M = Time and Materials. Where T&M is not noted, the fee is fixed except as noted in "Special Fee Policies" attached herein.

<b>APPLICATION TYPE/SERVICE</b>	<b>PLANNING FEE/DEPOSIT</b>
MAJOR REVISION TO APPROVED DESIGN REVIEW PLAN	75% of fee* T&M
MINOR REVISION TO APPROVED DESIGN REVIEW PLAN (No changes to environmental document)	25% of fee*
<b>DEVELOPMENT AGREEMENT</b>	
INITIAL APPLICATION	\$5000 T&M
ANNUAL REVIEW FEE	\$800
<b>ENVIRONMENTAL DOCUMENT (EIR)</b>	
NOTICE OF PREPARATION	\$2000 T&M
EIR AND HEARINGS, STAFF TIME (Consultant charges are based on cost identified by contract)	\$5000 T&M
<b>FINDING OF GENERAL PLAN CONSISTENCY</b>	\$500
<b>GENERAL PLAN</b>	
MAP AMENDMENT (See "Zone Change" when submitted with a Zone Change)	\$2000 T&M
TEXT AMENDMENT, MAJOR (not CEQA exempt)	\$2000 T&M
TEXT AMENDMENT, MINOR	\$1000 T&M
<b>HEARING CONTINUATION OFF-CALENDAR, REQUESTED BY APPLICANT</b> (Fee collected before notification of new hearing) (Assumes application is rescheduled within a year with no revisions. If revisions, see "Reactivation or Revision")	\$300
<b>MAPS, GIS MAPS AND DATA</b>	
BLUE PRINTS	\$5
HOURLY LABOR CHARGE	\$60
A. Size A (8½" x 11")	\$5
B. Size B (11" x 17")	\$7.50
C. Size C (18" x 24")	\$10
D. Size D (24" x 36")	\$15 + \$2.50 per SF over six SF
<b>LARGE MAPS/ADDITIONAL CHARGES</b>	
A. Special Weight Papers	50 cents per linear foot
B. Film	\$2 per linear foot
C. Splicing of Multiple Panels	Hourly labor charge
DIGITAL OUTPUT	Hourly labor charge + media cost

\* Based on percentage of current fee shown under original application type

T&M = Time and Materials. Where T&M is not noted, the fee is fixed except as noted in "Special Fee Policies" attached herein.



<b>APPLICATION TYPE/SERVICE</b>	<b>PLANNING FEE/DEPOSIT</b>
<b>MEETINGS</b>	
NIGHT	Actual cost
<b>MISCELLANEOUS MANUALS, ETC.</b>	Actual cost
<b>MOBILE HOME, TEMPORARY</b>	
INITIAL APPLICATION	\$60
RENEWAL	\$60
RENEWAL, LATE	\$100
<b>PARCEL MAPS</b>	
Residential Parcel Map	\$2000 T&M
Commercial/Industrial Parcel Map	Tentative Map fees for Class I Subdivisions
<b>MAJOR REVISION TO APPROVED PARCEL MAP</b>	
Commercial	75% of Tentative Map fee* T&M
Residential	75% of fee* T&M
<b>MINOR REVISION TO APPROVED PARCEL MAP</b>	
Commercial	25% of Tentative Map fee*
Residential	25% of fee*
<b>TIME EXTENSIONS</b>	\$1000 T&M
<b>CORRECTIONS TO RECORDED FINAL / PARCEL MAPS</b>	\$500
<b>PARCEL MAP WAIVER</b>	\$400
<b>PLANNED DEVELOPMENT PLAN</b>	
PD ZONE EXISTS Commercial/Industrial/Residential	\$2000 T&M
IN CONJUNCTION WITH ZONE CHANGE	\$3000 T&M
<b>MAJOR REVISION TO APPROVED DEVELOPMENT PLAN</b>	75% of fee* T&M
<b>MINOR REVISION TO APPROVED DEVELOPMENT PLAN (No charge to environmental document)</b>	25% of fee*
<b>PRE-APPLICATION REVIEW</b>	
Minor (≤ 5 hrs of Staff Time)	\$300
Major (including TAC review)	\$1000 T&M

\* Based on percentage of current fee shown under original application type

T&M = Time and Materials. Where T&M is not noted, the fee is fixed except as noted in "Special Fee Policies" attached herein.

<b>APPLICATION TYPE/SERVICE</b>	<b>PLANNING FEE/DEPOSIT</b>
<b>REATIVATION OR REVISION TO APPLICATION:</b> (Applications that are continued off-calendar, on hold, or incomplete one year or longer, when such delay is caused by or at the request of applicant. Also, applications that are revised by applicant during the review process and require redistribution due to design changes or other significant change in the project.)	
REACTIVATION	50% of fee* T&M
REVISION (Actual percentage to be determined by Planning Services based on extent of revision proposed)	25% - 75% of fee* T&M
<b>RECLAMATION</b>	
RECLAMATION PLAN	\$4000 T&M
RECLAMATION PLAN REVISIONS	\$2000 T&M
ANNUAL INSPECTION AND REPORT	\$1000 T&M
<b>RECONSIDERATION OF PREVIOUSLY ACTED UPON PROJECT</b> (Applies to reconsideration of all previously approved applications where a major/minor revision fee is not specified – does not apply to reconsideration of previous denials)	
REFUNDS (See "Fee Policies & Procedures")	50% of fee* T&M
<b>RESEARCH REQUESTS, RECORDS</b>	
RECONSTRUCTION AFTER BURN-DOWN LETTERS	\$50
ZONE DETERMINATION LETTERS	\$50
UNLISTED SERVICES	\$100 or current dept hourly billing rate
<b>REVERSION TO ACREAGE</b>	
ADMINISTRATIVE PERMIT, WIRELESS FACILITY (Building façade or roof-mounted antennae)	\$100
GRADING (not associated with a structure)	\$100
<b>NON-RESIDENTIAL</b>	
With water-conserving landscape plan	\$300
Without water-conserving landscape plan	\$100
<b>RESIDENTIAL</b>	
SECOND DWELLING/ACCESSORY STRUCTURES	\$50
<b>SPECIAL USE PERMIT</b>	
PLANNING COMMISSION/ ZONING ADMINISTRATOR – Negative Declaration	\$2000 T&M

\* Based on percentage of current fee shown under original application type  
T&M = Time and Materials. Where T&M is not noted, the fee is fixed except as noted in "Special Fee Policies" attached herein.

<b>APPLICATION TYPE/SERVICE</b>	<b>PLANNING FEE/DEPOSIT</b>
PLANNING COMMISSION /ZONING ADMINISTRATOR, MINOR (Categorically Exempt) Off-Premise Signs, On-site signs (excess area), ham radio antenna height, fence height, modification of non-conforming parking/landscaping, temporary uses not listed, minor expansion of floor area, new minor commercial (2500 sq. ft. or less), wireless co-location, and other categorically exempt projects.	\$500
MAJOR REVISION TO APPROVED SPECIAL USE PERMIT	75% of fee* or T&M if T&M charged on original application
MINOR REVISION TO APPROVED SPECIAL USE PERMIT (No change to environmental document)	25% of fee*
<b>SPECIFIC PLANS AND REVISIONS</b> (Staff costs only. Consultant costs are covered by separate contract)	\$5000 T&M
<b>SUBDIVISION MAPS</b>	
PRELIMINARY	
Rural and Urban	\$1000 T&M
TENTATIVE MAP, CLASS I	
Public Water and Public Sewer	\$5000 T&M
Public Water and Septic	\$5000 T&M
TENTATIVE MAP, RURAL	\$5000 T&M
MAJOR REVISION TO APPROVED TENTATIVE MAP	75% of fee* T&M
MINOR REVISION TO APPROVED TENTATIVE MAP	25% of fee*
TENTATIVE MAP REVISION DURING REVIEW	
CLASS I and Rural	
Distribution only required	20% of fee* T&M
Distribution plus modification to environmental document or staff report	50% of fee* T&M
FINAL MAP / SUBDIVISION AGREEMENT	\$1500
TIME EXTENSIONS	\$1000 T&M
<b>SURETY</b> (Administrative Processing)	\$100
<b>TAPES, HEARING</b> (Planning Commission, Zoning Administrator)	\$5 each
<b>TEMPORARY USE PERMITS</b>	
A. Subdivision Model Homes	\$150
B. Construction Yard/Office	\$150
C. Non-Profit Organization Activity	\$0
D. Christmas Tree Lots	\$100
E. Auctions	\$100
F. Carnivals	\$400

\* Based on percentage of current fee shown under original application type

T&M = Time and Materials. Where T&M is not noted, the fee is fixed except as noted in "Special Fee Policies" attached herein.

<b>APPLICATION TYPE/SERVICE</b>	<b>PLANNING FEE/DEPOSIT</b>
G. Itinerant Shows	\$400
H. Religious Meetings	\$0
I. Outdoor Sales	\$150
J Temporary Signs	\$100
OTHER SIMILAR USES: As Determined by Development Services Director	\$200
<b>TIME &amp; MATERIALS</b> (See "Fee Policies & Procedures")	
<b>VARIANCE</b>	\$800
<b>WILLIAMSON ACT CONTRACTS</b> (Agricultural Preserve)	
ESTABLISH	\$800 (Includes rezone to AP; Rezone to AE will require Zone Change Fee;)
CANCELLATION	\$450
<b>ZONE CHANGE</b>	\$2000 T&M
IN CONJUNCTION WITH GENERAL PLAN AMENDMENT (Combined Zone Change and General Plan Amendment fees)	\$3000 T&M

# PLANNING SERVICES FEE POLICIES & PROCEDURES

## April 29, 2006

The following fee policies are applicable to all fees collected by Planning Services.

### REFUNDS

1. The Director of Development Services may authorize a refund of any remaining unexpended application fees on account with the Department as follows:
  - (a) At the request of the applicant in writing; or
  - (b) Initiated by Planning Services whenever Planning Services determines that an application has been considered inactive for at least one year due to one of the following:
    - (i) The application has been incomplete for at least one year and the applicant has not provided the necessary material to make the application complete;
    - (ii) The application has been placed on hold at the request of the applicant, or taken off calendar at the request of the applicant to perform additional tasks, studies, provide more data, etc., and the applicant has not responded or requested the matter to be rescheduled for hearing within the last one-year period.

When application fees have been refunded by either of the methods described above, the application shall be deemed withdrawn, requiring no further action by the County. Reactivation of the application can only occur upon submittal of a new application, satisfying all current submittal requirements and fees.

2. Refunds on fixed fee applications meeting the above criteria in 1(a) and 1(b) above shall only occur to the following extent:
  - (a) No refund is permitted if the matter has been noticed for public hearing;
  - (b) If the project has not been distributed for agency review, 90% of the Planning fee shall be refunded, and 100% of the Department of Transportation and Environmental Management fees shall be refunded;
3. After agency distribution, the amount of the refund shall be the difference between the cost incurred by each department and their total fee collected. The cost incurred shall be determined by multiplying the total planner hours, engineer hours or sanitarian hours times the applicable billing rate for the affected department.
4. Refunds on unused deposits will automatically be processed by the Department when the project has received final action by the County.
5. A refund processing charge of \$50.<sup>00</sup> will be deducted from any amount due to cover the costs of processing the refund.

### **MULTIPLE APPLICATION FEES**

In those instances where two or more applications are filed with Planning Services at the same time for the same project, all fees collected for that submittal shall be adjusted as follows:

First Application	=	Full fees
Second Application	=	20% reduction, requiring payment of 80% of the fees for the second application
Any Additional Applications	=	40% reduction, requiring payment of 60% of the third or additional application fees

The determination of which application pays the full amount, which has a 20% reduction, etc., is based on the amount of the application fee. The type of application which has the highest fee is considered the first application; the application with the second highest fee the second application, etc. For multiple applications that are reviewed on a time and materials basis, only the deposit for the application with the highest listed deposit amount on the fee schedule shall be collected at the time of application submittal.

### **TIME AND MATERIALS**

In all of those instances in the fee schedule where a number is provided followed by a reference to "T&M", the number provided is the minimum deposit, and the T&M means the actual cost to the applicant to process the application is based on a time and materials method of billing at an hourly rate of \$100<sup>00</sup> for Planning Services unless such rate is modified by the Board of Supervisors. The applicant will receive a monthly statement/bill identifying the remaining deposit balance on account, or the amount due if deposited funds have been exhausted. If monies are owed, they shall be paid as specified in the "Agreement to Pay." Any outstanding balances must be paid before action by the hearing body/project decision-maker. Interest will be charged on late payments (more than 30 days overdue). If payment is not received within 90 days of said billing, collection will be processed through small claims court or by filing a lien on the affected property. To make certain there is no misunderstanding regarding the application deposit and billing process, the applicant will be required to sign an "Agreement to Pay" statement with application submittal acknowledging agreement to pay the processing costs regardless of whether the application is approved or denied.

Trust funds will be established on major projects typically tied to EIRs. The applicant, by contract, will be required to maintain a balance in the trust account equal to the initial required deposit, or as otherwise stated in the contract. Unused trust funds will be refunded to the applicant upon withdrawal of the application, or after final action is taken by the County on the application.

### **CONVERSION TO TIME AND MATERIALS**

When in the opinion of Planning Services the required fixed fee for an application is going to be exceeded due to the complexity of the project or potential controversy that it may generate, Planning Services may convert the application to a time and materials process. When this conversion is proposed, the applicant will be notified in writing and will be requested to submit a deposit in an amount estimated to be sufficient to cover the remaining staff work to bring the application to a final decision. Staff work on the application will stop until a deposit is provided. Normally this conversion will occur when it is obvious the required fee is going to be insufficient, which would typically occur during or soon after the Technical Advisory committee meeting. However, it could occur later in the project if controversy becomes more evident and/or revisions are proposed to the project to mitigate project impacts or neighbor concerns. After the conversion, the applicant will receive a monthly statement/bill identifying the remaining

processing fee and/or deposit, or the amount due if deposited funds have been exhausted. If monies are owed, they shall be paid before action by the hearing body.

**PUBLIC AGENCIES**

No charges shall be levied for documents/plans (one copy each) provided to public agencies.

**ALL COUNTY AND NON-COUNTY AGENCIES**

All County and non-County agencies (special districts, non-profit, etc.) shall be required to pay full application costs to offset the affected department's processing costs.

**OTHER FEES**

Where no fee exists to cover an application process or service not normally provided by the Department, or when the circumstances of the application process are unique, and when it will take more than two hours to process the application or provide the service, a fee shall be paid or deposit collected, based on an estimate of processing costs by the affected department's director, using the approved hourly billing rate. If a deposit is collected, the applicant will be billed based on the normal time and materials basis described above. Or as an option, the department director may apply a fee in another category, if in the director's opinion such fee would adequately cover the anticipated level of effort required to process the application.

<b>APPLICATION TYPE/SERVICE</b>	<b>PLANNING FEE/DEPOSIT</b>
<b>AGENCIES' FEES</b> (See "Fee Policies & Procedures")	
<b>AGENDAS, ANNUAL SUBSCRIPTIONS</b>	
PLANNING COMMISSION	\$45
ZONING ADMINISTRATOR	\$20
<b>APPLICATION FEES, MULTIPLE</b> (See "Fee Policies & Procedures")	
<b>APPEALS</b> (Appeal by project applicant is charged at T&M, with listed fee as initial deposit. Appeals by others are listed fee only.)	
CERTIFICATE OF COMPLIANCE	\$100 T&M for applicant
PARCEL MAP, COMMERCIAL / INDUSTRIAL	\$100 T&M for applicant
PARCEL MAP, TENTATIVE	\$100 T&M for applicant
PLANNING COMMISSION, ZONING ADMINISTRATOR, OR STAFF LEVEL (includes Design Review, Special Use Permit, Variance, etc.)	\$100 T&M for applicant
SUBDIVISION, TENTATIVE	
Class I	\$100 T&M for applicant
Rural	\$100 T&M for applicant
<b>BOUNDARY LINE ADJUSTMENT</b>	\$200
<b>BOUNDARY LINE MERGE</b>	\$100
<b>CERTIFICATE OF COMPLIANCE</b>	
Discretionary – Hearing Required	\$2000 T&M
Discretionary – No Hearing Required	\$500
MAJOR REVISION TO APPROVED CERTIFICATE	75% of fee* T&M
MINOR REVISION TO APPROVED CERTIFICATE (No changes to environmental document)	25% of fee*
<b>COPIES, DUPLICATING</b>	15 cents per page
<b>DEPOSITS</b> (See "Fee Policies & Procedures")	
<b>DESIGN REVIEW</b>	
PLANNING COMMISSION, MAJOR (Applications adjacent to State Highway – Negative Declaration)	\$2000 T&M
PLANNING COMMISSION, MINOR (Categorically Exempt) Signs, On-Site, Accessory Structures, Minor Commercial Expansions, Minor new Commercial (2,500 sq. ft) minor residential (4 dwelling units or less).	\$500
STAFF LEVEL, MAJOR (Applications with DC overlay, not adjacent to State Highway – Negative Declaration)	\$1000 T&M
STAFF LEVEL, MINOR (Categorically Exempt) Signs (On-Site), Accessory Structures, Minor Commercial Expansions, Minor new Commercial (2,500 sq. ft) minor residential (4 dwelling units or less), Barnett Business Park	\$300

\* Based on percentage of current fee shown under original application type

T&M = Time and Materials. Where T&M is not noted, the fee is fixed except as noted in "Special Fee Policies" attached herein.



<b>APPLICATION TYPE/SERVICE</b>	<b>PLANNING FEE/DEPOSIT</b>
MAJOR REVISION TO APPROVED DESIGN REVIEW PLAN	75% of fee* T&M
MINOR REVISION TO APPROVED DESIGN REVIEW PLAN (No changes to environmental document)	25% of fee*
<b>DEVELOPMENT AGREEMENT</b>	
INITIAL APPLICATION	\$5000 T&M
ANNUAL REVIEW FEE	\$800
<b>ENVIRONMENTAL DOCUMENT (EIR)</b>	
NOTICE OF PREPARATION	\$2000 T&M
EIR AND HEARINGS, STAFF TIME (Consultant charges are based on cost identified by contract)	\$5000 T&M
<b>FINDING OF GENERAL PLAN CONSISTENCY</b>	\$500
<b>GENERAL PLAN</b>	
MAP AMENDMENT (See "Zone Change" when submitted with a Zone Change)	\$2000 T&M
TEXT AMENDMENT, MAJOR (not CEQA exempt)	\$2000 T&M
TEXT AMENDMENT, MINOR	\$1000 T&M
<b>HEARING CONTINUATION OFF-CALENDAR, REQUESTED BY APPLICANT</b> (Fee collected before notification of new hearing) (Assumes application is rescheduled within a year with no revisions. If revisions, see "Reactivation or Revision")	\$300
<b>MAPS, GIS MAPS AND DATA</b>	
BLUE PRINTS	\$5
HOURLY LABOR CHARGE	\$60
A. Size A (8½" x 11")	\$5
B. Size B (11" x 17")	\$7.50
C. Size C (18" x 24")	\$10
D. Size D (24" x 36")	\$15 + \$2.50 per SF over six SF
<b>LARGE MAPS/ADDITIONAL CHARGES</b>	
A. Special Weight Papers	50 cents per linear foot
B. Film	\$2 per linear foot
C. Splicing of Multiple Panels	Hourly labor charge
DIGITAL OUTPUT	Hourly labor charge + media cost

\* Based on percentage of current fee shown under original application type

T&M = Time and Materials. Where T&M is not noted, the fee is fixed except as noted in "Special Fee Policies" attached herein.

<b>APPLICATION TYPE/SERVICE</b>	<b>PLANNING FEE/DEPOSIT</b>
<b>MEETINGS</b>	
NIGHT	Actual cost
<b>MISCELLANEOUS MANUALS, ETC.</b>	Actual cost
<b>MOBILE HOME, TEMPORARY</b>	
INITIAL APPLICATION	\$60
RENEWAL	\$60
RENEWAL, LATE	\$100
<b>PARCEL MAPS</b>	
Residential Parcel Map	\$2000 T&M
Commercial/Industrial Parcel Map	Tentative Map fees for Class I Subdivisions
<b>MAJOR REVISION TO APPROVED PARCEL MAP</b>	
Commercial	75% of Tentative Map fee* T&M
Residential	75% of fee* T&M
<b>MINOR REVISION TO APPROVED PARCEL MAP</b>	
Commercial	25% of Tentative Map fee*
Residential	25% of fee*
<b>TIME EXTENSIONS</b>	\$1000 T&M
<b>CORRECTIONS TO RECORDED FINAL / PARCEL MAPS</b>	\$500
<b>PARCEL MAP WAIVER</b>	\$400
<b>PLANNED DEVELOPMENT PLAN</b>	
PD ZONE EXISTS Commercial/Industrial/Residential	\$2000 T&M
IN CONJUNCTION WITH ZONE CHANGE	\$3000 T&M
<b>MAJOR REVISION TO APPROVED DEVELOPMENT PLAN</b>	75% of fee* T&M
<b>MINOR REVISION TO APPROVED DEVELOPMENT PLAN</b> (No charge to environmental document)	25% of fee*
<b>PRE-APPLICATION REVIEW</b>	
Minor (≤ 5 hrs of Staff Time)	\$300
Major (including TAC review)	\$1000 T&M

\* Based on percentage of current fee shown under original application type

T&M = Time and Materials. Where T&M is not noted, the fee is fixed except as noted in "Special Fee Policies" attached herein.

<b>APPLICATION TYPE/SERVICE</b>	<b>PLANNING FEE/DEPOSIT</b>
<b>REATIVATION OR REVISION TO APPLICATION:</b> (Applications that are continued off-calendar, on hold, or incomplete one year or longer, when such delay is caused by or at the request of applicant. Also, applications that are revised by applicant during the review process and require redistribution due to design changes or other significant change in the project.)	
REACTIVATION	50% of fee* T&M
REVISION (Actual percentage to be determined by Planning Services based on extent of revision proposed)	25% - 75% of fee* T&M
<b>RECLAMATION</b>	
RECLAMATION PLAN	\$4000 T&M
RECLAMATION PLAN REVISIONS	\$2000 T&M
ANNUAL INSPECTION AND REPORT	\$1000 T&M
<b>RECONSIDERATION OF PREVIOUSLY ACTED UPON PROJECT</b> (Applies to reconsideration of all previously approved applications where a major/minor revision fee is not specified – does not apply to reconsideration of previous denials)	50% of fee* T&M
<b>REFUNDS</b> (See "Fee Policies & Procedures")	
<b>RESEARCH REQUESTS, RECORDS</b>	
RECONSTRUCTION AFTER BURN-DOWN LETTERS	\$50
ZONE DETERMINATION LETTERS	\$50
UNLISTED SERVICES	\$100 or current dept hourly billing rate
<b>REVERSION TO ACREAGE</b>	\$150
<b>SITE PLAN REVIEW</b>	
ADMINISTRATIVE PERMIT, WIRELESS FACILITY (Building façade or roof-mounted antennae)	\$100
GRADING (not associated with a structure)	\$100
<b>NON-RESIDENTIAL</b>	
With water-conserving landscape plan	\$300
Without water-conserving landscape plan	\$100
<b>RESIDENTIAL</b>	\$50
SECOND DWELLING/ACCESSORY STRUCTURES	\$50
<b>SPECIAL USE PERMIT</b>	
PLANNING COMMISSION/ ZONING ADMINISTRATOR – Negative Declaration	\$2000 T&M

\* Based on percentage of current fee shown under original application type

T&M = Time and Materials. Where T&M is not noted, the fee is fixed except as noted in "Special Fee Policies" attached herein.

<b>APPLICATION TYPE/SERVICE</b>	<b>PLANNING FEE/DEPOSIT</b>
PLANNING COMMISSION /ZONING ADMINISTRATOR, MINOR (Categorically Exempt) Off-Premise Signs, On-site signs (excess area), ham radio antenna height, fence height, modification of non-conforming parking/landscaping, temporary uses not listed, minor expansion of floor area, new minor commercial (2500 sq. ft. or less), wireless co-location, and other categorically exempt projects.	\$500
MAJOR REVISION TO APPROVED SPECIAL USE PERMIT	75% of fee* or T&M if T&M charged on original application
MINOR REVISION TO APPROVED SPECIAL USE PERMIT (No change to environmental document)	25% of fee*
<b>SPECIFIC PLANS AND REVISIONS</b> (Staff costs only. Consultant costs are covered by separate contract)	\$5000 T&M
<b>SUBDIVISION MAPS</b>	
PRELIMINARY	
Rural and Urban	\$1000 T&M
TENTATIVE MAP, CLASS I	
Public Water and Public Sewer	\$5000 T&M
Public Water and Septic	\$5000 T&M
TENTATIVE MAP, RURAL	\$5000 T&M
MAJOR REVISION TO APPROVED TENTATIVE MAP	75% of fee* T&M
MINOR REVISION TO APPROVED TENTATIVE MAP	25% of fee*
TENTATIVE MAP REVISION DURING REVIEW	
CLASS I and Rural	
Distribution only required	20% of fee* T&M
Distribution plus modification to environmental document or staff report	50% of fee* T&M
FINAL MAP / SUBDIVISION AGREEMENT	\$1500
TIME EXTENSIONS	\$1000 T&M
<b>SURETY</b> (Administrative Processing)	\$100
<b>TAPES, HEARING</b> (Planning Commission, Zoning Administrator)	\$5 each
<b>TEMPORARY USE PERMITS</b>	
A. Subdivision Model Homes	\$150
B. Construction Yard/Office	\$150
C. Non-Profit Organization Activity	\$0
D. Christmas Tree Lots	\$100
E. Auctions	\$100
F. Carnivals	\$400

\* Based on percentage of current fee shown under original application type

T&M = Time and Materials. Where T&M is not noted, the fee is fixed except as noted in "Special Fee Policies" attached herein.

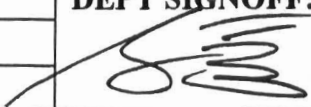
<b>APPLICATION TYPE/SERVICE</b>	<b>PLANNING FEE/DEPOSIT</b>
G. Itinerant Shows	\$400
H. Religious Meetings	\$0
I. Outdoor Sales	\$150
J. Temporary Signs	\$100
OTHER SIMILAR USES: As Determined by Development Services Director	\$200
<b>TIME &amp; MATERIALS</b> (See "Fee Policies & Procedures")	
<b>VARIANCE</b>	\$800
<b>WILLIAMSON ACT CONTRACTS</b> (Agricultural Preserve)	
ESTABLISH	\$800 (Includes rezone to AP; Rezone to AE will require Zone Change Fee;)
CANCELLATION	\$450
<b>ZONE CHANGE</b>	\$2000 T&M
IN CONJUNCTION WITH GENERAL PLAN AMENDMENT (Combined Zone Change and General Plan Amendment fees)	\$3000 T&M

\* Based on percentage of current fee shown under original application type

T&M = Time and Materials. Where T&M is not noted, the fee is fixed except as noted in "Special Fee Policies" attached herein.

**EL DORADO COUNTY BOARD OF SUPERVISORS  
AGENDA ITEM TRANSMITTAL  
Meeting of February 28, 2006**

**AGENDA TITLE:** Request for Public Hearing on the Matter of Adoption of New Building Services Fees

<b>DEPARTMENT:</b> Development Services	<b>DEPT SIGNOFF:</b> 	<b>CAO USE ONLY:</b>  D - usg
<b>CONTACT:</b> Greg Fuz - Director		
<b>DATE:</b> 2/13/2006	<b>PHONE:</b> 621-5445	

**DEPARTMENT SUMMARY AND REQUESTED BOARD ACTION:**

- 1) Conduct a duly noticed public hearing on February 28, 2006, in the Board Chambers for comments on the proposed fee schedule for Development Services – Building Services; and
- 2) Approve and adopt the attached Resolution setting new Building Services fees, effective April 29, 2006, superseding Resolution 101-2004 that set forth the current fees.

*Fees are modified in the following manner: 1) base new fees on new ICC valuation table, 2) increase valuation modifier from 0.009 to 0.01, 3) apply a 50% credit for dwellings constructed from master plans and permanent manufactured dwellings; 4) increase the blended hourly rate from \$50 to \$100/hour. The minimum permit fee would remain at \$50.*

*Recommend approval. Laura S. Hill 2/17/06*

<b>Financial impact?</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<b>Funding Source:</b> <input type="checkbox"/> Gen Fund <input checked="" type="checkbox"/> Other
<b>BUDGET SUMMARY:</b>	<b>Other:</b> Fees for services
<b>Total Est. Cost</b> _____	<b>CAO Office Use Only:</b>
<b>Funding</b>	4/5's Vote Required <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Budgeted</b> _____	Change in Policy <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>New Funding</b> _____	New Personnel <input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Savings</b> _____	<b>CONCURRENCES:</b>
<b>Other</b> _____	Risk Management
<b>Total Funding</b> _____	County Counsel
<b>Change in Net County Cost</b> _____	Other

**\*Explain** Financial impact discussed in attached Board Letter

**BOARD ACTIONS:** Resolution 057-2006 adopted.

RECEIVED  
BOARD OF SUPERVISORS  
EL DORADO COUNTY

06 FEB 22 PM 3:34

**Vote:** Unanimous \_\_\_\_\_ Or \_\_\_\_\_

**Ayes:** Supervisors Dupray, Baumann, Sweeney and Santiago

**Noes:** None

**Abstentions:** None

**Absent:** Supervisor Paine

**I hereby certify that this is a true and correct copy of an action taken and entered into the minutes of the Board of Supervisors**

**Date:** \_\_\_\_\_

**Attest:** Cindy Keck, Board of Supervisors Clerk

**By:** \_\_\_\_\_

# DEVELOPMENT SERVICES DEPARTMENT

County of  
EL DORADO

<http://www.co.el-dorado.ca.us/devservices>

BUILDING  
SERVICES



PLACERVILLE OFFICE:  
2850 FAIRLANE COURT  
PLACERVILLE, CA. 95667  
(530) 621-5315  
(530) 622-1708 Fax  
Counter Hours: 7:30 AM to 4:30 PM  
[bdgdept@co.el-dorado.ca.us](mailto:bdgdept@co.el-dorado.ca.us)

LAKE TAHOE OFFICE:  
3368 LAKE TAHOE BLVD. SUITE 302  
SOUTH LAKE TAHOE, CA 96150  
(530) 573-3330  
(530) 542-9082 Fax  
Counter Hours: 8-12 PM and 1-4 PM  
[tahoebuild@co.el-dorado.ca.us](mailto:tahoebuild@co.el-dorado.ca.us)

EL DORADO HILLS OFFICE:  
4950 HILLSDALE CIRCLE, SUITE 100  
EL DORADO HILLS, CA 95762  
(916) 941-4967 and (530) 621-5582  
(916) 941-0269 Fax  
Counter Hours: 7:30 AM to 4:30 PM  
[bdgdept@co.el-dorado.ca.us](mailto:bdgdept@co.el-dorado.ca.us)

February 13, 2006

Board of Supervisors  
330 Fair Lane  
Placerville, CA 95667

Subject: Request for Public Hearing on the Matter of Adoption of New Development Services – Building Services Fees

Dear Board Members:

## Recommendation:

- 1) Conduct a duly noticed public hearing on February 28, 2006, in the Board Chambers for comments on the proposed fee schedule for Development Services – Building Services; and
- 2) Approve and adopt the attached Resolution setting new Building Services fees, effective April 29, 2006, superseding Resolution 101-2004 that set forth the current fees.

## Reasons for Recommendation:

The County of El Dorado, through the Development Services Department - Building Services, provides for the enforcement of mandated public health and safety laws, including local amendments, relating to private sector construction. Building Services is expected to fully fund its expenses with revenue generated from fees derived from permit activity.

Building fees in El Dorado County have not been adjusted since January 1, 2003. In the past, El Dorado County building fees have been based on the valuation table published by the International Conference of Building Officials (ICBO). Several years ago, this organization merged with the two other national code development organizations to become the International Code Council (ICC). For some time, there was uncertainty surrounding what national valuation table would emerge so El Dorado County froze the ICBO valuations that were in place in 2002 and has been using them ever since. Through fiscal year 2004/2005, these fees have generated sufficient revenue to cover costs but revenue inequities have been identified and operating costs have risen significantly particularly due to increases in personnel costs and such other ordinary costs as gasoline.

While your Board approved the addition of 9 positions to our allocation in the 2005/2006 budget, workload has not dictated that we fill these positions and recruitment challenges have left us with another 11 vacant positions. Even with this 30% vacancy rate, we anticipate that revenues will fall short of expenditures in 2005/2006. Without a fee update, Building Services will require ongoing

general fund support to maintain current service levels. This fee proposal is designed to address both the revenue inequities and minimize any general fund support that may be required to maintain service levels.

The proposed fee resolution modifies the existing fee resolution in four areas:

- **Base new fees on the established and nationally recognized valuation table now provided by ICC.** This is consistent with the practice of many surrounding jurisdictions and shifts the source of our valuation table from the Building Standards Magazine, the publication of the former ICBO, to the valuation table from the Building Safety Journal, the current publication of ICC. Updated valuations are published twice a year, in the February and August editions. We propose to use the table published in the August issue to provide an annual update to our basis of valuation.
- **Adjust valuation modifier.** A component of establishing building permit fees from square footage valuation is the modifier that is applied to the valuation to determine the fee. Currently, valuation derived from the valuation table is modified by a factor of .009 to arrive at the actual dollar cost of the building permit. Building Services proposes to adjust this modifier to .01, which more accurately portrays the permit cost to the customer and keeps us consistent with our surrounding jurisdictions.
- **Modify permit fees for dwellings constructed from master plans as well as permanent manufactured dwellings.** Building Services recognizes that site-specific permits issued from master plans and permanent manufactured dwelling permits require less plan review time than traditional structures. We are proposing applying a credit of 50% to the plan review portion of the building permit fee. This will result in a reduction of 25% in the overall cost of a building permit for these categories of construction. We currently recognize a 15% credit. We are also proposing to apply the new, increased credit as the customer discount for "third party" plan check services. This customer discount is also currently set at 15%.
- **Adjust blended hourly rate.** The 2003 Countywide fee study identified the blended hourly rate for serving building permit customers at \$91 using FY 2003/2004 data; Building Services currently uses \$50 per hour, a rate established many years ago. Updating the consultant's calculations using FY 2004/2005 figures brings the blended hourly rate to \$115. We are proposing a more moderate interim rate of \$100 per hour while we gather actual time tracking data through a system about to be put in place for the entire Development Services Department. A final updated hourly rate proposal will be brought to the Board of Supervisors when sufficient data has been collected to identify a more appropriate figure.

Along with these proposed changes, we recommend that we **retain existing minimum permit fee at \$50.** The types of permits that are subject to this minimum fee are the smaller projects (water heater replacements, some re-roof, electric panel change-outs, etc.). While \$50 in no way covers the cost of processing and inspecting, we feel that increasing the cost will discourage the public from obtaining these important permits potentially resulting in an increased risk to public safety.



Attachment 1 reflects the current and proposed fee schedule; Attachment 2 provides some examples of how a "typical" permit is affected; Attachment 3 is the Proposed Fee Schedule.

Public notices of the hearing to take place at this meeting, prior to your Board's consideration of this matter, were placed in both the Mountain Democrat and the Tahoe Tribune per current law. Should your Board approve the recommended change in fees, the new fees will become effective on April 29, 2006.

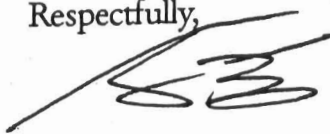
**Fiscal Impact and Net County Cost:**

Adoption and implementation of these proposed fees will allow the level of service currently provided by Building Services staff to continue uninterrupted. The Department estimates that fee for service revenue in the remainder of FY 2005/2006 will increase by approximately \$241,733 or 3.85% of last year's revenue with adoption of this proposal. If these proposed fees are not adopted and implemented, it is expected that expenditures will exceed revenue for the remainder of FY 2005/2006, creating more of a gap in the next year and subsequent years as operating costs relative to revenue continue to climb. This will create either an increasing dependence on general fund support or a potentially dramatic reduction in level of service and staffing to meet the expectation of full revenue funded services.

**Action To Be Taken Following Approval:**

- 1) Board Chairman to sign Resolution adopting new Development Services – Building Services Fees effective April 29, 2006.
- 2) Copy of signed Resolution to be sent back to the Department.

Respectfully,



Greg Fuz  
Director of Development Services

Attachments: Attachment 1 - Current and Proposed Fee Schedule  
Attachment 2 - Examples of Current and Proposed Fees  
Attachment 3 - Proposed Fee Resolution



**RESOLUTION No. 057-2006**  
**OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO**

**BUILDING FEE SCHEDULE**

**Part 1. Building Permit Fees.**

**A. Building Permit Fees:** Fees shall be determined by the valuation shown on the Valuation Table as published annually in the August issue of Building Safety Journal with a fee of \$.01 per \$1.00 valuation of the work proposed. On work not described on the Valuation Table, the valuation shall be determined from the contract value or the value from the latest issue of the National Construction Estimator. The minimum fee under this part shall be \$50.00.

**B. Plumbing permit fees:** When a separate or "plumbing only" permit is required for plumbing work, the fee shall be .01 of the contract value or the value from the latest issue of the National Construction Estimator with a minimum fee of \$50.00.

**C. Mechanical Permit Fee:** When a separate or "mechanical only" permit is required for mechanical work, the fee shall be .01 of the contract value or the value from the latest issue of the National Construction Estimator with a minimum fee of \$50.00.

**D. Electrical Permit Fees:** When a separate or "electrical only" permit is required for electrical work, the fee shall be .01 of the contract value or the value from the latest issue of the National Construction Estimator with a minimum fee of \$50.00.

**Part 2. Mobile Home Permit Fee:**

- A. Mobile homes not set on permanent foundation: \$80.00
- B. Mobile homes installed on residential property with permanent foundation system: Fee shall be as set forth in Part 1 above.
- C. Temporary mobile home installed on construction site: \$40.00
- D. Utility Site Construction permit for mobile homes installed under Part 2 (A) and (C) above when requiring separate utility and/or septic system inspections: \$80.00

Resolution No. 057-2006

Part 3. Application Fees.

A. When plans are required to be submitted by Section 106.3.2 of the 1998 California Building Code, an application/plan review fee shall be paid at the time of building permit application, in the amount equal to one-half (1/2) of that specified in Part 1 above for residential, agricultural, commercial, industrial, and accessory buildings or structures. Upon issuance of the permit these fees shall be applied to the total fee collected pursuant to Part 1 above.

B. When plans referenced in (A) above are from a master plan previously approved by the County with no modifications, are for a permanent manufactured dwelling on a permanent foundation, or have been reviewed and approved by a third party professional previously approved by the County, the application/plan review fee as described in (A) above shall be reduced by 50%.

C. When a project is changed so as to require additional plan review, a fee of \$100.00 per hour shall be charged for the required plan review.

D. An application submitted to replace one that has expired may be eligible for a credit toward the new application/plan review fee if it is re-submitted within 6 months of the time of the original application expiration. Based on a schedule established by the Building Official, credit may be given for administrative/plan review work already performed, which is still applicable under codes and regulations in force at the time of the new application. It is the responsibility of the applicant to provide documentation substantiating work eligible for credit as part of the original application.

Part 4. Miscellaneous Fees.

A. Investigation Fees:

1. Whenever any work for which a permit is required by this code has been commenced, without first obtaining said permit, an investigation may be required before a permit is issued for such work.
2. An investigation fee, in addition to the permit fee may be collected by the Building Official, whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee but in no case less than \$100.00. The payment of such investigation fee shall not exempt any person from penalty prescribed by law. The Building Official may, at his option, collect this investigation fee at the time of the building permit issuance. The language has been made permissive to allow the Building Official latitude to not require investigation fees in cases where the owner of property is voluntarily revealing work done without a permit and securing a permit for the work.

Resolution No. 057-2006

**B. Special Inspection:** On those occasions where an inspection is authorized by the Building Official and not otherwise required by a valid construction permit, a fee of \$100.00 per hour, with a minimum fee of \$100.00, shall be charged for the special inspection. The minimum fee of \$100.00 shall be collected at the time of application.

For special inspections of building or structures located outside El Dorado County that are to be relocated within the County, the fee shall be \$100.00 per hour, with a minimum fee of \$100.00, plus the annually established IRS mileage rate per mile for any travel outside the County.

Special Inspection applicants must be one of the following:

1. The record owner of the property or his/her authorized agent. Proof of authorization is required.
2. A legal renter or lease holder of the property. Proof of such lease or rent must be provided.

Any special inspection applications issued to anyone in error because of false or incorrect information on such application will be null and void and all fees collected for such application will be non-refundable.

**C. Building Relocation Inspection Fee - Moved Buildings:** The inspection fee for buildings or structures relocated within El Dorado County shall be as specified in Parts 1 and 3 of this resolution.

**D. Business License Inspection Fee:** When it is determined by the Building Official to be necessary, a special inspection to determine zoning and code compliance shall be required prior to the issuance of a Business License. A fee of \$100.00 shall be paid at the time of application for this inspection.

**E. File Research Fee:** A charge of \$25.00 per hour (minimum charge: \$5.00) shall be made for staff research time in the Building Department files.

**F. Document Duplication Fee:** Fees shall be as specified in state law (Evidence Code Section 1563) and applicable Board of Supervisors Resolution.

**G. Witness Fees:** Fees shall be as specified in state law (Government Code Sections 68097.1 and 68097.2). A minimum fee of \$100.00 per hour per person shall be charged for the appearance of any Building Department staff as a witness for depositions or appearance in any court of law. If such appearance is outside of El Dorado County, there will be an additional charge of the annually established IRS mileage rate per mile traveled. This fee shall also apply in cases where the Building Department has received a subpoena and has made an appearance when the case has been previously settled or rescheduled and the Building Department has not been so notified by 5:00 p.m. of the preceding workday.

Resolution No. 057-2006

H. Dishonored Check Penalty Fee: A fee of \$25.00 shall be charged in addition to all other required fees for any check received by the Building Department, which is subsequently dishonored. Where fees for multiple permits have been paid with one (1) check and that check is subsequently dishonored, a \$25.00 fee shall be charged for each separate permit paid for by the dishonored check.

I. Inspections outside of normal business hours: Minimum charge - two hours at \$100.00 per hour.

J. Seismic Motion Instrumentation Project Fee (SMIP): This fee for new construction shall be determined by California Public Resources Code Section 2705.

K. Agricultural Building Record Fee: The fee to create and maintain a record of an inspection exempt agricultural building shall be \$20.00.

L. Address Assignment and Verification Fee. This fee shall be \$25.00 and will be collected upon the issuance of a building permit for a new structure that requires a site address such as a residential or commercial building. The fee will not be collected at the issuance of a building permit for an incidental structure including but not limited to an accessory building, barn, canopy, deck, fence, foundation, garage, meter, pole, pool, sign, wall or well, unless the structure itself requires a separate address.

Part 5. Fee Refunds:

A. The Building Official may authorize the refunding of any fee paid hereunder which was erroneously paid or collected.

B. The Building Official may authorize the refunding of not more than 80% of the permit fee paid under Parts 1, 2, and 3 of this table, less the application fee if any plan review activity has occurred. The minimum fee retained by the County shall be \$50.

C. The Building Official shall not authorize the refunding of any fee paid unless:

1. Written request is provided by the current owner or original applicant or an authorized agent of either.
2. Said request is made within one year of the application or within two years of the original date of issuance.
3. No work of any sort has been done under the permit in question.

D. The refund will be made payable to the current owner(s) or whomever they legally designate.

The Board of Supervisors may waive or refund fees upon request by an applicant if the Board finds and determines that the collection of the fee will cause undue hardship to the applicant, that such hardship is caused by special facts and circumstances not shared by the public as a whole, and the hardship is not caused by the applicant's own acts or failure to act.

Resolution No. 057-2006

Part 6. Re-inspection Fee: The re-inspection fee as specified in Section 108.8 of the 1998 California Building Code shall be \$100.00.

Part 7. Renewal Fee: The renewal fee set forth in Section 15.160.130 shall be .003 of the valuation shown on the permit being renewed but not less than \$50.00. Credit for inspections already approved shall be granted per a schedule established by the Building Official.

Part 8. This resolution establishes building fees to be charged from the effective date of this resolution until changed by the Board of Supervisors. Any other Building Department fees established previous to the effective date of this resolution are hereby superseded and are of no force or effect.

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held on the 28 day of February, 2006, by the following vote of said Board:

Ayes: Dupray, Baumann, Sweeney, Santiago

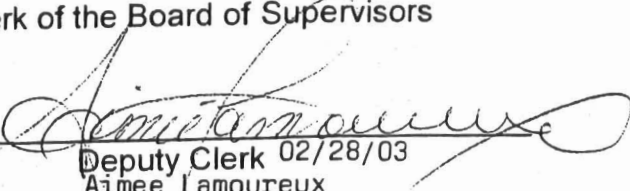
ATTEST


CINDY KECK

Clerk of the Board of Supervisors

Noes: None

Absent: Paine

By  Deputy Clerk 02/28/03  
Aimee Lamoureux

  
Chairman, Board of Supervisors 02/28/03  
James R. Sweeney

I CERTIFY THAT:

THE FOREGOING INSTRUMENT IS A CORRECT COPY OF THE ORIGINAL ON FILE IN THIS OFFICE.

DATE \_\_\_\_\_

ATTEST: CINDY KECK, Clerk of the Board of Supervisors of the County of El Dorado, State of California.

By \_\_\_\_\_  
Deputy Clerk

# CONTRACT ROUTING SHEET

Date Prepared: 02/22/2006

Need Date: 02/27/2006

**PROCESSING DEPARTMENT:**

Department: Development Services - Building

Dept. Contact: Julie Hansen

Phone #: 6508

Department Head Signature: 

**CONTRACTOR:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

**CONTRACTING DEPARTMENT:** Development Services - Building


Service Requested: Review of Resolution for Building Fee Schedule

Contract Term: \_\_\_\_\_ Contract/Amendment Value: \_\_\_\_\_

Compliance with Human Resources requirements? Yes:  No:

Compliance verified by: \_\_\_\_\_

**COUNTY COUNSEL:** (Must approve all contracts and MOU's)

Approved:  Disapproved:  Date: 2/22/06 By: 

Approved:  Disapproved:  Date: \_\_\_\_\_ By: \_\_\_\_\_

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**RISK MANAGEMENT:** (All contracts and MOU's except boilerplate grant funding agreements)

Approved:  Disapproved:  Date: \_\_\_\_\_ By: \_\_\_\_\_

Approved:  Disapproved:  Date: \_\_\_\_\_ By: \_\_\_\_\_

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**OTHER APPROVAL:** (Specify department(s) participating or directly affected by this contract).

Departments: \_\_\_\_\_

Approved:  Disapproved:  Date: \_\_\_\_\_ By: \_\_\_\_\_

Approved:  Disapproved:  Date: \_\_\_\_\_ By: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

## BUILDING VALUATION TABLE 2006

APARTMENT HOUSES	Proposed Val.	Current Val.	AUDITORIUMS	Proposed Val.	Current Val.	BANKS	Proposed Val.	Current Val.
Type I or II	141.98	98.28	Type I or II F.R.	131.50	94.32	Type I or II F.R.*	132.98	133.29
Type V - Masonry or Type III	110.74	79.83	Type II - 1 Hour	126.12	68.31	Type II - 1 Hour	128.38	98.19
Type V - Wood Frame	105.21	73.80	Type II - N	120.18	64.62	Type II - N	122.37	95.04
Type I - Basement Garage	43.84	33.66	Type III - 1 Hour	107.80	71.82	Type III - 1 Hour	109.57	108.36
			Type III - N	108.01	68.13	Type III - N	108.89	104.49
			Type V - 1 Hour	96.74	68.67	Type V - 1 Hour	97.85	98.19
			Type V - N	92.73	64.08	Type V - N	94.08	94.05
ROLLING ALLEYS	Proposed Val.	Current Val.	CHURCHES	Proposed Val.	Current Val.	CONV. HOSPITALS	Proposed Val.	Current Val.
Type I or II F.R.*	131.50	45.90	Type I or II F.R.	160.46	89.28	Type I or II F.R.*	131.58	125.28
Type II - N	120.18	42.84	Type II - 1 Hour	155.57	67.05	Type II - 1 Hour	127.53	86.94
Type III - 1 Hour	107.80	49.95	Type II - N	148.63	63.72	Type III - 1 Hour	112.35	89.10
Type III - N	108.01	46.71	Type III - 1 Hour	137.27	72.90	Type V - 1 Hour	103.36	83.97
Type V - 1 Hour	96.75	33.66	Type III - N	136.48	69.66			
			Type V - 1 Hour	126.22	68.13			
			Type V - N	121.20	64.08			
DWELLINGS	Proposed Val.	Current Val.	FIRE STATIONS	Proposed Val.	Current Val.	HOMES FOR THE ELDERLY	Proposed Val.	Current Val.
Type V - Masonry	123.85	87.21	Type I or II F.R.	132.98	102.96	Type I or II F.R.	131.58	93.33
Type V - Wood Frame	116.60	83.16	Type II - 1 Hour	128.38	67.77	Type II - 1 Hour	127.53	75.78
Basements - Semi-finished	33.81	20.88	Type II - N	122.37	63.90	Type II - N	122.39	72.54
Basements - Unfinished	15.00	15.93	Type III - 1 Hour	109.57	74.16	Type III - 1 Hour	112.35	78.93
			Type III - N	108.99	71.01	Type III - N	112.31	75.69
			Type V - 1 Hour	97.85	69.57	Type V - 1 Hour	103.36	76.23
			Type V - N	94.08	65.97	Type V - N	99.26	73.62
HOSPITALS	Proposed Val.	Current Val.	HOTELS AND MOTELS	Proposed Val.	Current Val.	INDUSTRIAL PLANTS	Proposed Val.	Current Val.
Type I or II F.R.*	131.58	147.15	Type I or II F.R.*	131.94	90.90	Type I or II F.R.	78.76	51.21
Type III - 1 Hour	112.35	121.59	Type III - 1 Hour	122.75	78.75	Type II - 1 Hour	75.00	35.64
Type V - 1 Hour	103.36	116.01	Type III - N	112.76	75.06	Type II - N	71.65	32.76
			Type V - 1 Hour	103.81	68.58	Type III - 1 Hour	62.84	39.24
			Type V - N	99.71	67.23	Type III - N	62.84	36.99
						Tilt-up	45.84	27.00
						Type V - 1 Hour	53.59	36.99
						Type V - N	49.83	33.84
RAILS	Proposed Val.	Current Val.	LIBRARIES	Proposed Val.	Current Val.	MEDICAL OFFICES	Proposed Val.	Current Val.
Type I or II F.R.	151.70	143.19	Type I or II F.R.	131.50	104.76	Type I or II F.R.*	132.98	107.55
Type III - 1 Hour	129.52	130.95	Type II - 1 Hour	126.12	76.68	Type II - 1 Hour	128.38	82.98
Type V - 1 Hour	117.80	98.19	Type II - N	120.18	72.90	Type II - N	122.37	78.84
			Type III - 1 Hour	107.80	81.00	Type III - 1 Hour	109.57	90.00
			Type III - N	108.01	76.95	Type III - N	108.89	83.79
			Type V - 1 Hour	96.75	76.05	Type V - 1 Hour	97.85	81.18
			Type V - N	92.73	72.90	Type V - N	94.80	78.30

ATTACHMENT 1



## BUILDING VALUATION TABLE 2006

OFFICES**	Proposed Val.	Current Val.	PRIVATE GARAGES	Proposed Val.	Current Val.	PUBLIC BUILDINGS	Proposed Val.	Current Val.
Type I or II F.R.*	132.98	96.12	Wood Frame	33.81	21.87	Type I or II F.R.*	131.50	111.06
Type II - 1 Hour	128.38	64.35	Masonry	35.51	24.66	Type II - 1 Hour	126.12	90.00
Type II - N	122.37	61.29	Open Carports	33.81	14.94	Type II - N	120.18	86.04
Type III - 1 Hour	109.57	69.48			-	Type III - 1 Hour	107.80	93.42
Type III - N	108.89	66.42			-	Type III - N	108.01	90.18
Type V - 1 Hour	97.85	65.07			-	Type V - 1 Hour	96.75	85.50
Type V - N	94.08	61.29			-	Type V - N	92.73	82.44
					-			
PUBLIC GARAGES	Proposed Val.	Current Val.	RESTAURANTS	Proposed Val.	Current Val.	SCHOOLS	Proposed Val.	Current Val.
Type I or II F.R.*	72.60	44.01	Type III - 1 Hour	130.00	87.66	Type I or II F.R.	141.74	100.08
Type I or II Open Parking*	68.84	33.03	Type III - N	111.99	84.69	Type II - 1 Hour	137.23	68.31
Type II - N	65.49	25.20	Type V - 1 Hour	102.78	80.28	Type III - 1 Hour	121.00	73.08
Type III - 1 Hour	56.85	33.30	Type V - N	100.25	77.13	Type III - N	118.13	70.29
Type III - N	56.85	29.61				Type V - 1 Hour	108.07	68.49
Type V - 1 Hour	43.84	30.33				Type V - N	103.96	65.34
SERVICE STATIONS	Proposed Val.	Current Val.	STORES	Proposed Val.	Current Val.	THEATERS	Proposed Val.	Current Val.
Type II - N	65.49	60.48	Type I or II F.R.*	96.46	74.16	Type I or II F.R.	159.70	98.82
Type III - 1 Hour	56.85	63.09	Type II - 1 Hour	92.21	45.36	Type III - 1 Hour	136.54	72.00
Type V - 1 Hour	43.84	53.73	Type II - N	88.24	44.37	Type III - N	135.75	68.58
Canopies	33.81	25.20	Type III - 1 Hour	78.98	55.17	Type V - 1 Hour	125.49	67.77
			Type III - N	79.68	51.75	Type V - N	120.47	64.08
			Type V - 1 Hour	69.77	46.44			
			Type V - N	67.24	42.93			
WAREHOUSES***	Proposed Val.	Current Val.	EQUIPMENT	Proposed Val.	Current Val.			
Type I or II F.R.	72.60	44.46	Air Conditioning - Commercial	3.78	3.78			
Type II or V - 1 Hour	58.22	26.37	Air Conditioning - Residential	3.15	3.15			
Type II or V - N	54.67	24.75	Sprinkler Systems	2.34	2.34			
Type III - 1 Hour	56.85	29.88						
Type III - N	56.85	28.44						

\*Add 0.5% to total cost for each story over three.

\*\*Deduct 20% for shell-only buildings.

\*\*\*Deduct 11% for mini-warehouses.

# CURRENT AND PROPOSED FEE EXAMPLES

TYPE OF PROJECT	SQUARE FOOTAGE <small>all wood frame construction</small>	CURRENT VALUATION	CURRENT FEE	PROPOSED VALUATION	PROPOSED FEE	FEE DIFFERENCE	% CHANGE
<b>Custom Home</b>							
dwelling	2,500	\$231,000	\$2,079	\$291,500	\$2,915	\$836	
garage	600	\$14,580	\$131	\$20,286	\$203	\$72	
deck	400	\$6,640	\$60	\$13,524	\$135	\$75	
<b>Total Dwelling</b>		<b>\$252,220</b>	<b>\$2,270</b>	<b>\$325,310</b>	<b>\$3,253</b>	<b>\$983</b>	<b>43%</b>
<b>Master Planned Home</b>							
dwelling	2,500	\$231,000	\$1,767	\$291,500	\$2,186	\$419	
garage	600	\$14,580	\$112	\$20,286	\$152	\$41	
deck	400	\$6,640	\$51	\$13,524	\$101	\$51	
<b>Total Dwelling</b>		<b>\$252,220</b>	<b>\$1,929</b>	<b>\$325,310</b>	<b>\$2,440</b>	<b>\$510</b>	<b>26%</b>
<b>Detached Residential Garage</b>	768	\$70,963	\$639	\$89,549	\$895	\$257	40%
<b>Tenant Improvement</b>	Valuation is contract amount	\$136,200	\$1,226	\$188,160	\$1,882	\$656	53%
<b>Inspection Exempt Ag. Barn</b> <small>no electrical or plumbing</small>	1,200	\$29,160	\$20	\$40,572	\$20	\$0	0%
<small>\$20 fee established in Part 4. (K) of current and proposed fee schedule</small>							
<b>Office Structure</b>	20,000	\$954,000	\$8,586	\$1,344,800	\$13,448	\$4,862	57%



# Building Services

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## Funding for Maintaining & Improving Service Levels

BOARD OF SUPERVISORS

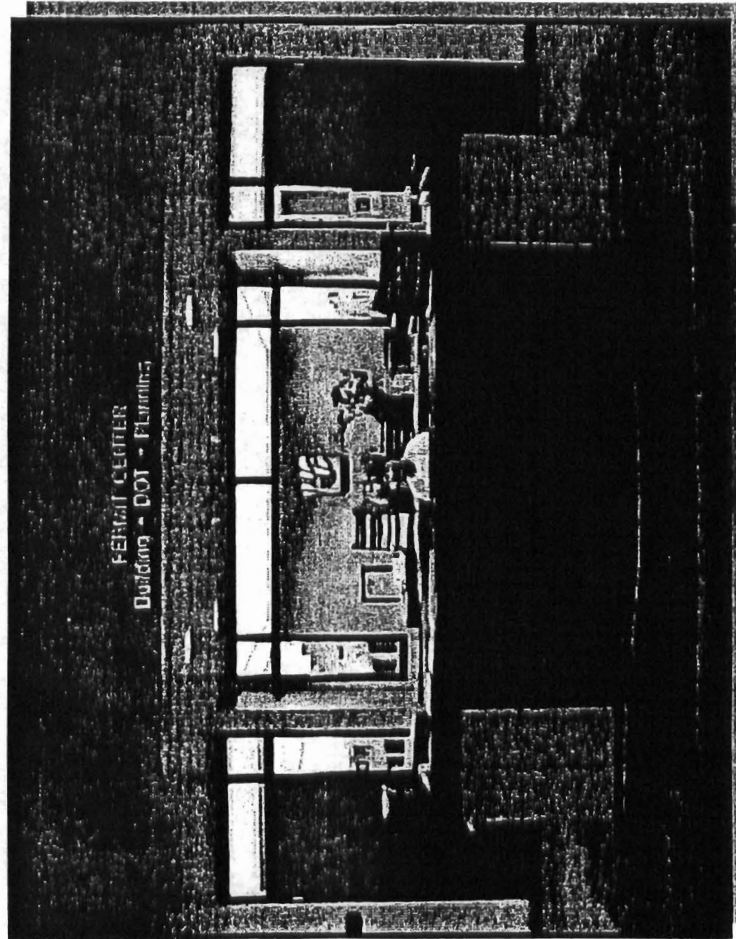
FEBRUARY 28, 2006



# Building Services

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Welcome



Submitted by Richard  
Richard  
at Board Hearing of 2/28/00  
#48



# Building Services

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## *BUILDING FEE FUNDED ACTIVITIES*

- Permit Center Services
- Inspection Services
- Code Enforcement
- Miscellaneous Services



# Building Services

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## *What Is Changing*

1. New fees are to be based on the established and nationally recognized valuation table now provided by ICC (International Code Council)
2. The valuation multiplier is changing from .009 to .01 of each dollar of valuation to determine the building fee.
3. Permit fees for dwellings constructed from master plans as well as permanent manufactured dwellings will reduce to 25% (from 15%) of the total building fee.
4. The blended hourly rate adjusts from \$50 to \$100.



# Building Services

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## *What Is Not Changing*

**WE WILL RETAIN THE EXISTING MINIMUM PERMIT FEE AT \$50.**

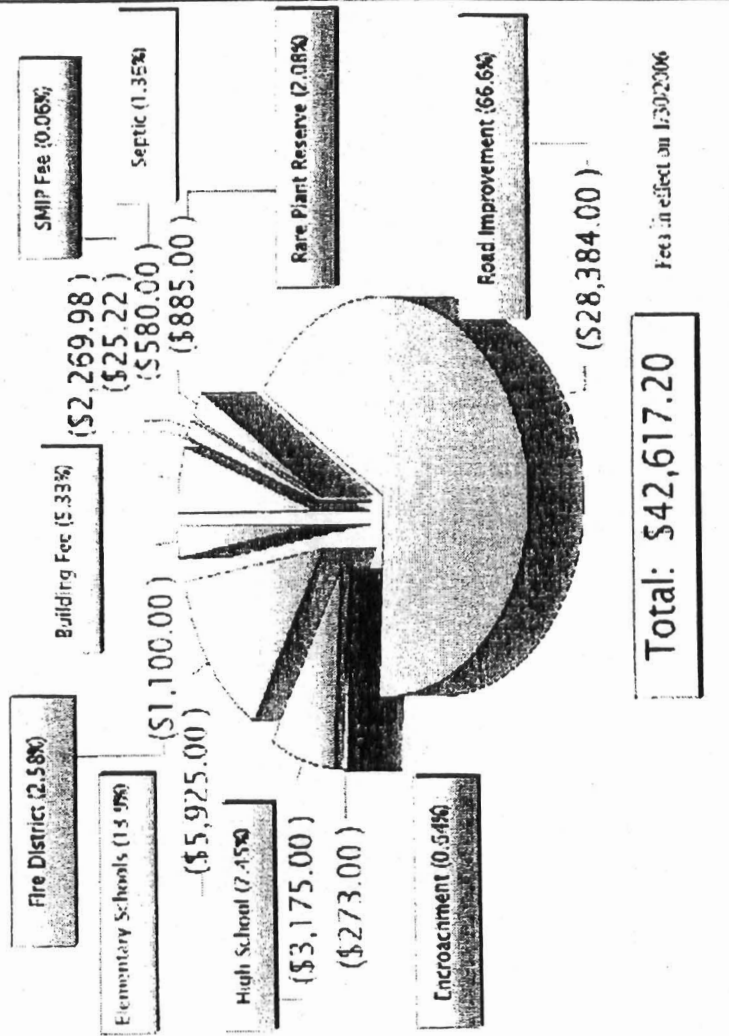
The types of permits that are subject to this minimum fee are the smaller projects (water heater replacements, some re-roof, etc.). While \$50 in no way covers the cost of processing and inspecting, we feel that increasing the cost will discourage the public from obtaining these important permits, potentially resulting in an increased risk to public safety.



# Building Services

## PERMIT FEE 2006

### CURRENT DISTRIBUTION



Fees in effect on 1/30/2006

### Example:

Home in Rescue

Dwelling 2,500 sq. ft.

Garage 600 sq. ft.

Deck 400 sq. ft.

Building Fee is 5.33%  
of total fee

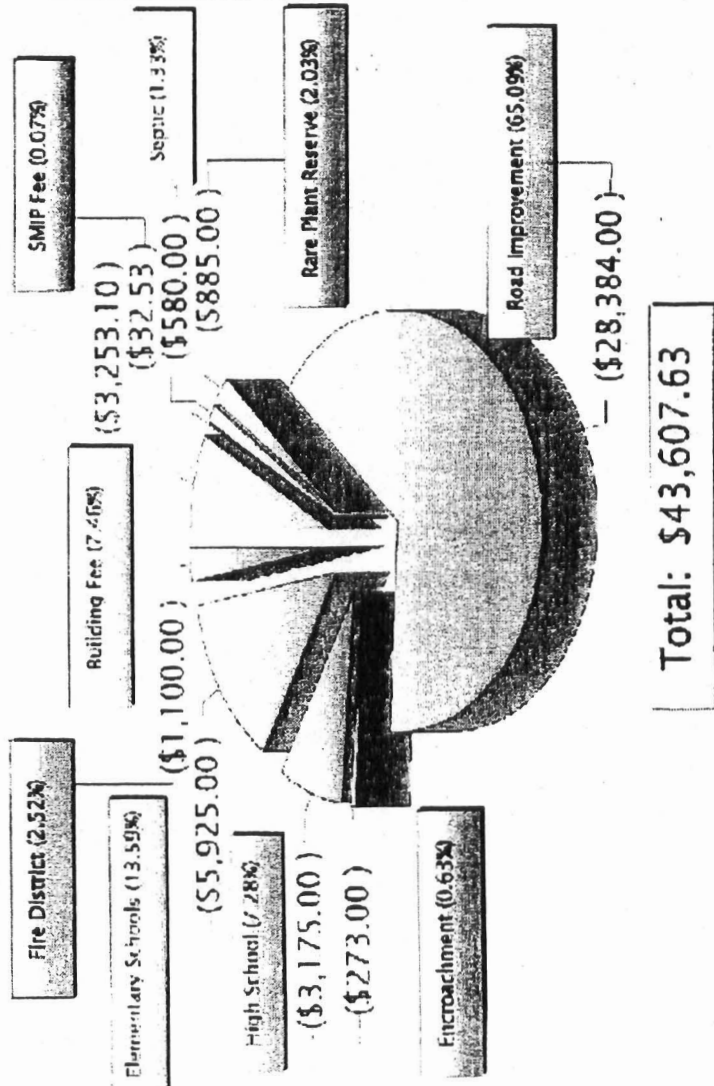




# Building Services

## PERMIT FEE 2006

### PROPOSED DISTRIBUTION



### Example:

Home in Rescue

Dwelling 2,500 sq. ft.

Garage 600 sq. ft.

Deck 400 sq. ft.

Building Fee is 7.46%  
of total fee



# Building Services

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## NET COUNTY COST PROJECTIONS

Fiscal Year 2006/2007

### FEEES REMAIN UNAFFECTED

Projected salary benefit expense	\$6,832,266
Projected Operating Costs	<u>\$1,613,354</u>
Total Projected Expenditures	\$8,445,620
PROJECTED REVENUE	<u>\$6,995,222</u>

**NET COUNTY COST**      **\$1,450,398**



# Building Services

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## NET COUNTY COST PROJECTIONS

Fiscal Year 2006/2007

### FEE PROPOSAL ADOPTED

Projected salary benefit expense      \$6,832,266

Projected Operating Costs                \$1,613,354

Total Projected Expenditures        \$8,445,620

PROJECTED REVENUE                      \$8,468,649

**NET COUNTY COST                      (\$23,029)**



# Building Services

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## OUTREACH

Since January 18, 2006

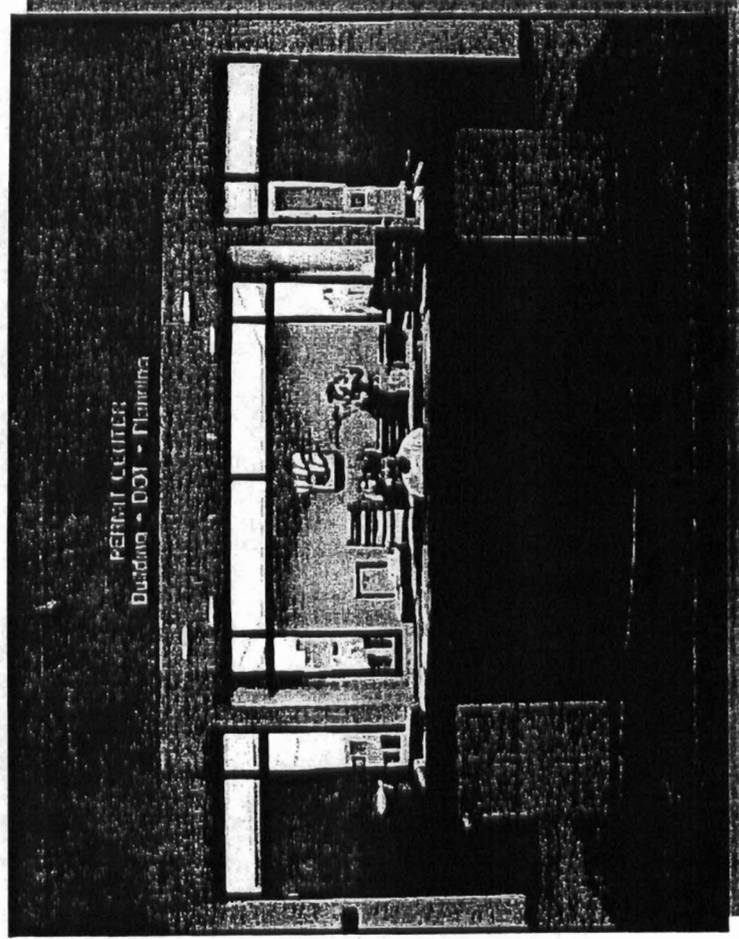
- Business Alliance
- S.A.G.E and T.E.A.S
- BIAC (includes Builders Exchange)
- Production Builders (through BIA)
- Planning Commission
- Lake Tahoe Contractors
- Employees Assn. - Local # 1
- Grand Jury
- Taxpayers Association



# Building Services

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Thank You



# Interoffice Memo

## From the Board of Supervisors

Meeting Activity and/or Follow-up Communications

DATE: 03/03/06

TO: Julie Hansen/Building Services

CC:

FROM: Aimee Lamoureux/BOS 

SUBJECT: BOS Meeting 02/28/2006 #48

---

- FULLY-EXECUTED AGREEMENT/AMENDMENT FOR YOUR FILES:
- PLEASE FORWARD A COPY TO: All parties.
- ATTACHED PLEASE FIND THE FOLLOWING: (1) copy Agenda Transmittal, (1) copy of signed Resolution 057-2006.
- OTHER:.

Thank you,  
Aimee Lamoureux  
Deputy Clerk, Ext. 6687



**RESOLUTION No. 057-2006**  
**OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO**  
**BUILDING FEE SCHEDULE**

**Part 1. Building Permit Fees.**

**A. Building Permit Fees:** Fees shall be determined by the valuation shown on the Valuation Table as published annually in the August issue of Building Safety Journal with a fee of \$.01 per \$1.00 valuation of the work proposed. On work not described on the Valuation Table, the valuation shall be determined from the contract value or the value from the latest issue of the National Construction Estimator. The minimum fee under this part shall be \$50.00.

**B. Plumbing permit fees:** When a separate or "plumbing only" permit is required for plumbing work, the fee shall be .01 of the contract value or the value from the latest issue of the National Construction Estimator with a minimum fee of \$50.00.

**C. Mechanical Permit Fee:** When a separate or "mechanical only" permit is required for mechanical work, the fee shall be .01 of the contract value or the value from the latest issue of the National Construction Estimator with a minimum fee of \$50.00.

**D. Electrical Permit Fees:** When a separate or "electrical only" permit is required for electrical work, the fee shall be .01 of the contract value or the value from the latest issue of the National Construction Estimator with a minimum fee of \$50.00.

**Part 2. Mobile Home Permit Fee:**

- A. Mobile homes not set on permanent foundation: \$80.00
- B. Mobile homes installed on residential property with permanent foundation system: Fee shall be as set forth in Part 1 above.
- C. Temporary mobile home installed on construction site: \$40.00
- D. Utility Site Construction permit for mobile homes installed under Part 2 (A) and (C) above when requiring separate utility and/or septic system inspections: \$80.00

Resolution No. 057-2006

Part 3. Application Fees.

A. When plans are required to be submitted by Section 106.3.2 of the 1998 California Building Code, an application/plan review fee shall be paid at the time of building permit application, in the amount equal to one-half (1/2) of that specified in Part 1 above for residential, agricultural, commercial, industrial, and accessory buildings or structures. Upon issuance of the permit these fees shall be applied to the total fee collected pursuant to Part 1 above.

B. When plans referenced in (A) above are from a master plan previously approved by the County with no modifications, are for a permanent manufactured dwelling on a permanent foundation, or have been reviewed and approved by a third party professional previously approved by the County, the application/plan review fee as described in (A) above shall be reduced by 50%.

C. When a project is changed so as to require additional plan review, a fee of \$100.00 per hour shall be charged for the required plan review.

D. An application submitted to replace one that has expired may be eligible for a credit toward the new application/plan review fee if it is re-submitted within 6 months of the time of the original application expiration. Based on a schedule established by the Building Official, credit may be given for administrative/plan review work already performed, which is still applicable under codes and regulations in force at the time of the new application. It is the responsibility of the applicant to provide documentation substantiating work eligible for credit as part of the original application.

Part 4. Miscellaneous Fees.

A. Investigation Fees:

1. Whenever any work for which a permit is required by this code has been commenced, without first obtaining said permit, an investigation may be required before a permit is issued for such work.
2. An investigation fee, in addition to the permit fee may be collected by the Building Official, whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee but in no case less than \$100.00. The payment of such investigation fee shall not exempt any person from penalty prescribed by law. The Building Official may, at his option, collect this investigation fee at the time of the building permit issuance. The language has been made permissive to allow the Building Official latitude to not require investigation fees in cases where the owner of property is voluntarily revealing work done without a permit and securing a permit for the work.



Resolution No. 057-2006

**B. Special Inspection:** On those occasions where an inspection is authorized by the Building Official and not otherwise required by a valid construction permit, a fee of \$100.00 per hour, with a minimum fee of \$100.00, shall be charged for the special inspection. The minimum fee of \$100.00 shall be collected at the time of application.

For special inspections of building or structures located outside El Dorado County that are to be relocated within the County, the fee shall be \$100.00 per hour, with a minimum fee of \$100.00, plus the annually established IRS mileage rate per mile for any travel outside the County.

Special Inspection applicants must be one of the following:

1. The record owner of the property or his/her authorized agent. Proof of authorization is required.
2. A legal renter or lease holder of the property. Proof of such lease or rent must be provided.

Any special inspection applications issued to anyone in error because of false or incorrect information on such application will be null and void and all fees collected for such application will be non-refundable.

**C. Building Relocation Inspection Fee - Moved Buildings:** The inspection fee for buildings or structures relocated within El Dorado County shall be as specified in Parts 1 and 3 of this resolution.

**D. Business License Inspection Fee:** When it is determined by the Building Official to be necessary, a special inspection to determine zoning and code compliance shall be required prior to the issuance of a Business License. A fee of \$100.00 shall be paid at the time of application for this inspection.

**E. File Research Fee:** A charge of \$25.00 per hour (minimum charge: \$5.00) shall be made for staff research time in the Building Department files.

**F. Document Duplication Fee:** Fees shall be as specified in state law (Evidence Code Section 1563) and applicable Board of Supervisors Resolution.

**G. Witness Fees:** Fees shall be as specified in state law (Government Code Sections 68097.1 and 68097.2). A minimum fee of \$100.00 per hour per person shall be charged for the appearance of any Building Department staff as a witness for depositions or appearance in any court of law. If such appearance is outside of El Dorado County, there will be an additional charge of the annually established IRS mileage rate per mile traveled. This fee shall also apply in cases where the Building Department has received a subpoena and has made an appearance when the case has been previously settled or rescheduled and the Building Department has not been so notified by 5:00 p.m. of the preceding workday.

Resolution No. 057-2006

H. Dishonored Check Penalty Fee: A fee of \$25.00 shall be charged in addition to all other required fees for any check received by the Building Department, which is subsequently dishonored. Where fees for multiple permits have been paid with one (1) check and that check is subsequently dishonored, a \$25.00 fee shall be charged for each separate permit paid for by the dishonored check.

I. Inspections outside of normal business hours: Minimum charge - two hours at \$100.00 per hour.

J. Seismic Motion Instrumentation Project Fee (SMIP): This fee for new construction shall be determined by California Public Resources Code Section 2705.

K. Agricultural Building Record Fee: The fee to create and maintain a record of an inspection exempt agricultural building shall be \$20.00.

L. Address Assignment and Verification Fee. This fee shall be \$25.00 and will be collected upon the issuance of a building permit for a new structure that requires a site address such as a residential or commercial building. The fee will not be collected at the issuance of a building permit for an incidental structure including but not limited to an accessory building, barn, canopy, deck, fence, foundation, garage, meter, pole, pool, sign, wall or well, unless the structure itself requires a separate address.

Part 5. Fee Refunds:

A. The Building Official may authorize the refunding of any fee paid hereunder which was erroneously paid or collected.

B. The Building Official may authorize the refunding of not more than 80% of the permit fee paid under Parts 1, 2, and 3 of this table, less the application fee if any plan review activity has occurred. The minimum fee retained by the County shall be \$50.

C. The Building Official shall not authorize the refunding of any fee paid unless:

1. Written request is provided by the current owner or original applicant or an authorized agent of either.
2. Said request is made within one year of the application or within two years of the original date of issuance.
3. No work of any sort has been done under the permit in question.

D. The refund will be made payable to the current owner(s) or whomever they legally designate.

The Board of Supervisors may waive or refund fees upon request by an applicant if the Board finds and determines that the collection of the fee will cause undue hardship to the applicant, that such hardship is caused by special facts and circumstances not shared by the public as a whole, and the hardship is not caused by the applicant's own acts or failure to act.

Resolution No. 057-2006

Part 6. Re-inspection Fee: The re-inspection fee as specified in Section 108.8 of the 1998 California Building Code shall be \$100.00.

Part 7. Renewal Fee: The renewal fee set forth in Section 15.160.130 shall be .003 of the valuation shown on the permit being renewed but not less than \$50.00. Credit for inspections already approved shall be granted per a schedule established by the Building Official.

Part 8. This resolution establishes building fees to be charged from the effective date of this resolution until changed by the Board of Supervisors. Any other Building Department fees established previous to the effective date of this resolution are hereby superseded and are of no force or effect.

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held on the 28 day of February, 2006, by the following vote of said Board:

Ayes: Dupray, Baumann, Sweeney, Santiago

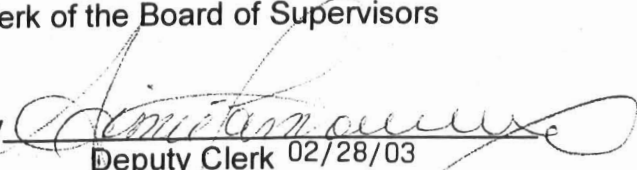
**ATTEST**

**CINDY KECK**

Clerk of the Board of Supervisors

Noes: None

Absent: Paine

By   
Deputy Clerk 02/28/03  
Aimee Lamoureux

  
Chairman, Board of Supervisors 02/28/03  
James R. Sweeney

**I CERTIFY THAT:**

THE FOREGOING INSTRUMENT IS A CORRECT COPY OF THE ORIGINAL ON FILE IN THIS OFFICE.

**DATE** \_\_\_\_\_

**ATTEST:** CINDY KECK, Clerk of the Board of Supervisors of the County of El Dorado, State of California.

By \_\_\_\_\_  
Deputy Clerk