**BUILDING DIVISION FEE SCHEDULE**
**Fiscal Year 2024-2025**

## Building Valuation

The valuation to be used in computing permit fees under any of the provisions of this Fee Schedule shall be determined by the Building Official. The valuation shall be the total of all construction work for which the permit is issued including all finish work, roofing, electrical, plumbing, heating, air conditioning, elevator, fire extinguishing systems, and any other permanent construction and equipment. Valuation shall be taken at the contract price as approved by the Building Official or adopted edition of the International Code Council's Building Valuation Data Table.

## Building Division Fees

Where plans are incomplete, inaccurate, or changed so as to require additional plan review beyond three plan checks, an additional plan review fee shall be charged at the hourly rate of $90.00 per hour for in-house plan checks and at the hourly rate of the outside plan check firm if the plans are routed to an outside plan checker.

### 1. New Structures and Additions

The building permit fee for a new structure or an addition to an existing structure shall be based on the square foot construction costs from the International Code Council's Building Valuation Table as adopted by the Town and multiplied by a factor of 0.032. The Table in effect for fee calculations will be the most recent table in effect as July 1 of the current fiscal year. For new structures and additions, 10% of the building permit fee will be collected at the time of permit submittal and is non-refundable. The balance of the building permit fee as well as all other applicable fees will be due at the time of permit issuance.

**Square Foot Construction Costs** [a, b, c]

| Group (2024 International Building Code) | IA | IB | IIA | IIB | IIIA | IIIB | IV | VA | VB |
|---|---|---|---|---|---|---|---|---|---|
| A-1 Assembly, theaters, with stage | 330.56 | 318.80 | 309.39 | 297.20 | 277.71 | 269.67 | 287.04 | 258.79 | 248.89 |
| A-1 Assembly, theaters, without stage | 303.49 | 291.73 | 282.32 | 270.13 | 250.88 | 242.84 | 259.97 | 231.96 | 222.06 |
| A-2 Assembly, nightclubs | 272.51 | 264.43 | 256.91 | 248.19 | 232.76 | 226.12 | 239.28 | 211.57 | 204.72 |
| A-2 Assembly, restaurants, bars, banquet halls | 271.51 | 263.43 | 254.91 | 247.19 | 230.76 | 225.12 | 238.28 | 209.57 | 203.72 |
| A-3 Assembly, churches | 308.01 | 296.25 | 286.84 | 274.65 | 255.52 | 247.48 | 264.49 | 236.60 | 226.71 |
| A-3 Assembly, general, community halls, libraries, museums | 258.66 | 246.90 | 236.50 | 225.30 | 205.06 | 198.01 | 215.15 | 186.13 | 177.24 |
| A-4 Assembly, arenas | 302.49 | 290.73 | 280.32 | 269.13 | 248.88 | 241.84 | 258.97 | 229.96 | 221.06 |
| B Business | 289.51 | 279.23 | 269.21 | 257.82 | 235.42 | 227.07 | 247.91 | 210.39 | 200.78 |
| E Educational | 276.33 | 266.73 | 258.30 | 247.60 | 231.08 | 219.28 | 239.09 | 202.46 | 195.97 |
| F-1 Factory and industrial, moderate hazard | 160.20 | 152.78 | 143.34 | 138.64 | 123.55 | 117.41 | 132.48 | 102.44 | 95.93 |
| F-2 Factory and industrial, low hazard | 159.20 | 151.78 | 143.34 | 137.64 | 123.55 | 116.41 | 131.48 | 102.44 | 94.93 |
| H-1 High Hazard, explosives | 149.46 | 142.04 | 133.60 | 127.90 | 114.12 | 106.97 | 121.74 | 93.00 | N.P. |
| H234 High Hazard | 149.46 | 142.04 | 133.60 | 127.90 | 114.12 | 106.97 | 121.74 | 93.00 | 85.50 |
| H-5 HPM | 289.51 | 279.23 | 269.21 | 257.82 | 235.42 | 227.07 | 247.91 | 210.39 | 200.78 |
| I-1 Institutional, supervised environment | 262.22 | 252.95 | 244.31 | 235.67 | 215.42 | 209.47 | 235.71 | 193.82 | 187.73 |
| I-2 Institutional, hospitals | 455.16 | 444.88 | 434.86 | 423.47 | 399.17 | N.P. | 413.57 | 374.14 | N.P. |
| I-2 Institutional, nursing homes | 315.97 | 303.75 | 293.73 | 282.34 | 261.43 | N.P. | 272.44 | 236.40 | N.P. |
| I-3 Institutional, restrained | 338.01 | 327.73 | 317.71 | 306.32 | 285.40 | 276.05 | 296.41 | 260.38 | 248.77 |
| I-4 Institutional, day care facilities | 262.22 | 252.95 | 244.31 | 235.67 | 215.42 | 209.47 | 235.71 | 193.82 | 187.73 |
| M Mercantile | 203.29 | 195.21 | 186.69 | 178.98 | 163.28 | 157.64 | 170.06 | 142.09 | 136.24 |
| R-1 Residential, hotels | 264.67 | 255.41 | 246.77 | 238.13 | 218.35 | 212.40 | 238.17 | 196.75 | 190.67 |
| R-2 Residential, multiple family | 221.32 | 212.06 | 203.42 | 194.78 | 175.96 | 170.01 | 194.82 | 154.36 | 148.28 |
| R-3 Residential, one- and two-family [d] | 209.61 | 203.74 | 198.94 | 195.12 | 188.41 | 181.45 | 191.77 | 175.86 | 165.67 |
| R-4 Residential, care/assisted living facilities | 262.22 | 252.95 | 244.31 | 235.67 | 215.42 | 209.47 | 235.71 | 193.82 | 187.73 |
| S-1 Storage, moderate hazard | 148.46 | 141.04 | 131.60 | 126.90 | 112.12 | 105.97 | 120.74 | 91.00 | 84.50 |
| S-2 Storage, low hazard | 147.46 | 140.04 | 131.60 | 125.90 | 112.12 | 104.97 | 119.74 | 91.00 | 83.50 |
| U Utility, miscellaneous | 114.09 | 107.37 | 99.89 | 95.60 | 85.13 | 79.54 | 90.99 | 67.39 | 64.19 |

a. Private Garages use Utility, miscellaneous
b. For shell only buildings deduct 20 percent
c. N.P. = not permitted
d. Unfinished basements (Group R-3) = $31.50 per sq. ft.

## 2. Alterations, Repairs, Remodels, and all other projects

The building permit fee for alterations, repairs, remodels, and all other projects (e.g. retaining wall) other than new structures or additions to existing structures shall be based on the Building Division Valuation Table. For alterations, repairs, remodels and all other projects with valuations greater than $30,000, 10% of the building permit fee will be collected at the time of permit submittal and is non-refundable. The balance of the building permit fee as well as all other applicable fees will be due at the time of permit issuance.

**Building Division Valuation Table**

| Valuation | Fee |
|---|---|
| $0.00 - $10,000 | $225.00 |
| $10,001 - $50,000 | $520.00 + 0.01926 x valuation over $10,000 |
| $50,001 - $300,000 | $1,390.00 + 0.01526 x valuation over $50,000 |
| $300,001 - $1,000,000 | $5,210.00 + 0.01326 x valuation over $300,000 |
| $1,000,001 - $3,000,000 | $14,495.00 + 0.01318 x valuation over $1,000,000 |
| $3,000,001 - $6,000,000 | $40,860.00 + 0.01238 x valuation over $3,000,000 |
| $6,000,001 - $9,999,999 | $78,005.00 + 0.00840 x valuation over $6,000,000 |

## 3. Large Project Permit Fees

The building permit fee for large projects, as defined below, will be a deposit collected at the time of permit submittal, unless the Town approves an alternative fee payment schedule in writing for a specific project. The project will be cost accounted, and any unused funds will be refunded to the applicant upon finalization. Each separate building or structure will be calculated individually for qualification.[1]

| Project type | Valuation | Cost accounted, deposit amount |
|---|---|---|
| New Structures and Additions | Permits at or above $5,000,000 valuation | $160,000.00 |
| Alterations, Repairs, Remodels, and all other projects | Permits at or above $10,000,000 valuation | $111,604.95 |

## 4. Manufactured/Mobile Home Installation

A. Conventional installation (tie downs or similar) per module - $225.00

B. Manufactured/Mobile home on a permanent foundation - Building Division fees for mobile home installation on a permanent foundation system shall be calculated by the Building Division Valuation Table.

[1] Cost accounted projects require an executed Agreement for Payment of Costs of Development Application Processing Form prior to issuance of a building permit.

**5. Re-Roofing / Siding Permit**

Fee is calculated on each 100 square feet of re-roof or siding area in project (100 sq. ft. = 1 square). Each separate building or structure must be calculated individually.

| Square Feet of Roof | Fee |
|---|---|
| Less than 5 squares | $45.00 |
| 5 or more squares | $135.00 |

**6. Special Service Fees**

Fees are based on the hourly rate of $90 per hour for processing and/or inspection services.

| Service | Fee |
|---|---|
| Appeals Board Application | $200.00 |
| Demolition Permit – Up to $10,000 demo value | $90.00 |
| Demolition Permit - Greater than $10,000 demo value | $225.00 |
| Inspection Request – one (1) inspection – Misc. | $45.00 |
| Issuance of Duplicate Certificate of Occupancy or Final Letter | $45.00 |
| LPG Upgrade (new tank, change line, change tank, etc.) | $90.00 per tank |
| Permit Research / Miscellaneous Services | Cost Accounted $90.00 Deposit |
| Re-inspection Fee | $45.00 |
| Change of Use or Occupancy Permit – no new construction proposed | $225.00 |
| Temporary Certificate of Occupancy | $225.00 |
| Water Heater Permit | $45.00 |
| Woodstove Permit | $90.00 |
| Work Done without a Permit | Double the building permit fee |
| * Limited Scope Permit – Value of less than $1,000 - No formal plan check | $45.00 |
| * Limited Scope Permit – Value of $1,000 – to $40,000 - No formal plan check | $60.00 |
| * Limited Scope Permit – Value of more than $40,000 - No formal plan check | $225.00 for every $100,000 valuation or fraction thereof |
| Pool or Spa Permit – excluding any structural work or accessary structures | $225.00 |

* All permits are reviewed by the Building Division but not all permits are placed into the formal plan check queue for processing.

**7. Document Management / Archive Fee**

| Type of Submittal | Fee |
|---|---|
| All submittal items that are 8 ½" x 11" up to and including 11"x 17" and larger sized submittals of 10 pages or less | $25.00 |
| Submittal of items larger than 11" x 17" containing more than 10 pages | $300.00 |

**8. Strong Motion Instrumentation Program, State of California (SMIP)**

The California Strong Motion Instrumentation Program (CSMIP) was established in 1972 by California Legislation to obtain vital earthquake data for the engineering and scientific communities through a statewide network of strong motion instruments. When the planned network is completed, statewide coverage will ensure that strong ground motion for any moderate to larger size earthquake in the state will be recorded.

| Type of Construction | Fee |
|---|---|
| Residential | 0.00013 x construction valuation |
| Commercial | 0.00028 x construction valuation |

**9. California Building Standards Administration Special Revolving (BSASRF)**

On September 30, 2008 Governor Schwarzenegger signed SB 1473 into law and it took effect on January 1, 2009. Among other things, the bill provides for the creation of the Building Standards Administration Special Revolving Fund, which is established in the State Treasury. Money deposited in this fund will come from a surcharge on both residential and nonresidential building permits. The rate is as follows:

$1.00 for every $25,000 or fraction there of construction value.

**10. Certified Access Specialist program (CASp) Fee**

Per Senate Bill 1186, a four-dollar ($4) additional fee is to be paid by any applicant for a local business license, permit or similar instrument when it is issued or renewed. **If no such instrument exists, the fee is to be paid by an applicant for a building permit.** The fee is divided between the local entity that collected the funds, which retains 90 percent, and DSA, which receives 10 percent.

**11. New Development Fee (MC Section 15.16.030)**

This fee is collected for all new residential, commercial, and industrial construction for the purpose of Town Long Range Planning. The fee is twenty cents ($0.20) per square foot of gross building area, exclusive of parking and open walkway and deck areas.

($0.20 x square footage of habitable area)

**12. Fees for Rooftop Solar Energy Systems (Government Code Section 66015)**

A. Residential rooftop solar energy system that produces current electricity: $450 plus $15 per kilowatt for each kilowatt above 15kw.

B. Commercial rooftop solar energy system that produces current electricity: $1,000 plus $7 per kilowatt between 51kw and 250kw, plus $5 per kilowatt for each kilowatt above 250kw.

**13. Public Art Fee**

The Town's public art fee is established and explained in Section 15.18.070 of the Municipal Code. Please refer to that Code section for a detailed explanation. In general, a project applicant is either required to install an artwork approved by the Town or to pay an in -lieu fee. The in -lieu fee is a percentage of building valuation data: 1 % for new commercial, office, and industrial construction; 1% for remodel and reconstruction projects involving existing commercial, office, or industrial property resulting in the addition of habitable square feet and /or a change in use; and 0.5% for new construction of two or more units of single - family housing (transient or nontransient), mobile homes, and multi -unit housing (transient or nontransient). Nothing in this fee schedule shall be deemed to supersede Section 15.18.070, and the provisions of the ordinance shall prevail in the event of any inconsistency between the ordinance and this fee schedule. **The Town's Public Art Fee is reduced to $0.00 through July 31, 2025, for all projects pursuant to Town Council Resolution 23-46.**

## DEVELOPMENTAL IMPACT FEE SCHEDULE

Refer to Municipal Code Section 15.16. Article II and Resolution 15-32 (Adopted by Town Council July 1, 2015) and Ordinance 19-01 (Adopted by Town Council April 3, 2019) for Details

The DIF fees in the Table below (Town DIF Fees) shall be adjusted automatically on July 1st of each fiscal year by a percentage equal to the Construction Cost Index as published by Engineer News Record for the preceding twelve months.

A studio or one-bedroom unit shall be considered one-half unit for the purposes of calculating DIF fees.

| Facility | Single Family (Per Unit) | Mobile Home (Per Unit) | Multi-Unit (Per Unit) | Lodging (Per Room) | Commercial (Per Square Foot) | Offices & Other Services (Per Square Foot) | Industrial (Per Square Foot) | Institutional (Per Square Foot) |
|---|---|---|---|---|---|---|---|---|
| Police | $209 | $178 | $217 | $419 | $1.44 | $0.57 | $0.37 | $0.79 |
| Vehicle Circulation | $371 | $194 | $257 | $232 | $0.80 | $0.31 | $0.21 | $0.43 |
| Multi-Modal Circulation | $1,936 | $1014 | $1,352 | $1,214 | $4.19 | $1.64 | $1.04 | $2.30 |
| Storm Drainage | $1,177 | $640 | $817 | $609 | $0.12 | $0.12 | $0.38 | $0.44 |
| General Facilities & Equipment | $986 | $839 | $1,031 | $602 | $0.92 | $0.92 | $0.38 | $0.50 |
| Parkland and Recreation | $993 | $847 | $1,039 | $743 | $0.00 | $0.00 | $0.00 | $0.00 |
| Subtotal Town Fees | $5,184 | $3,393 | $4,308 | $3,491 | $6.83 | $3.26 | $2.18 | $4.08 |

## Development Impact Fee for Other Districts

| Facility | Single family Non-transient | Single family Transient | Mobile Home | Multi-unit Non Transient (per unit) | Multi-unit Transient (per unit) | Commercial and Office (per unit) | Industrial (per unit) |
|---|---|---|---|---|---|---|---|
| Library Fees | $2,001 | $340 | $1,721 | $1,721 | $340 | - | - |
| Child Care Fees | $374 | $624 | $374 | $374 | $624 | - | - |
| Subtotal Other Fees | $2,375 | $964 | $2,095 | $2,095 | $964 | | |

## Development Impact Fee for Fire District as of August 26, 2016

| Facility | Single family Non-transient Per unit | Single family Transient Per unit | Mobile Home Per unit | Multi-unit Non Transient Per unit | Multi-unit Transient Per unit | Commercial and Office Per 1,000sf | Industrial Per 1,000sf | Hotel Per unit |
|---|---|---|---|---|---|---|---|---|
| Fire District Fees | $1,526 | $2,014 | $1,526 | $961 | $2,014 | $2,610 | $1,282 | $1,007 |

## HOUSING IMPACT MITIGATION FEE SCHEDULE

The Housing Impact Mitigation Fee Schedule set forth below is established pursuant to Municipal Code Chapter 17.136, and Resolution 24-__ (Adopted by Town Council June __, 2024) and Ordinance 15-03 (Adopted by Town Council June 3, 2015).

Housing Impact Mitigation Fees apply to new development, non-residential additions, and conversions of uses that are not exempt pursuant to Section 17.136.100. Credit for housing mitigation may be applied consistent with Section 17.136.030.B.

| Use Category | Use Types[i] | Fee[ii],[iii] | Additional Information |
|---|---|---|---|
| Residential | Single family homes, multi-family (MF) units | $8,705 per unit | Exemptions include additions, RMF-1 Zone MF projects of 4 or fewer units where average habitable s.f. does not exceed 1,300 per unit[iv], legal secondary units, and apartments |
| Lodging | Hotels, motels | $5,804 per room | Room = a hotel or motel key<br>Fee includes accessory uses in a lodging project (e.g., retail, restaurant, conference, etc.) |
| Retail/ Restaurants | General retail, bars, cafés, restaurants, coffee shops | $3.19 per gross square foot | Any non-residential development that would not contribute new demand for employment or housing (e.g., replacement of an existing use or addition of non-habitable s.f.) or would generate no more than one total new employee is exempt |
| Office | Offices providing accounting, advertising, architectural, counseling, research, graphic design, interior design, legal, and/or similar services | $3.19 per gross square foot | |
| Light Industrial | Manufacturing, recycling facility | $1.59 per gross square foot | |
| Service Uses | Banks, day care centers, maintenance services, medical services, personal services | $3.19 per gross square foot | |

[i] Use types identify examples included within each use category. Use types do not list every type of development or use that would be included within each use category. The Community and Economic Development Director shall determine the appropriate use category(ies) for a project (Section 17.136.040.B).

[ii] Fees shall be paid at time of building permit issuance. However, applicants for residential projects shall be allowed to pay at time of final inspection (prior to issuance of any certificate of occupancy) if a contract to pay the housing impact mitigation fee at time of final inspection is executed pursuant to Government Code 66007.

[iii] Instead of paying the fee, housing mitigation can be satisfied through the provision of on-site or off-site housing, conveyance of land, or an alternate housing mitigation plan in accordance with Chapter 17.136.

[iv] This exemption applies to mobile homes located in the Mobile Home Park Zone.