BACKGROUND

Building permit and plan check fees are assessed based on the valuation of the project. Valuation for new construction is based on valuation tables which list the average cost per square foot based on the occupancy and the type of construction materials used.

PURPOSE

This policy will provide for yearly adjustments in the valuation tables. Yearly adjustments will provide revenues which will more closely follow departmental expenses. They will provide for an orderly, predictable adjustment to fees in relatively small increments. The smaller adjustments will help to reduce the impact on the construction industry.

POLICY

1. The Building Valuation Data tables, as published in "Building Standards" magazine by the International Conference of Building Officials, shall be the tables used to determine the valuation of applicable buildings for the purpose of determining plan check and building permit fees.

2. The most current tables available on January 30 of each year shall be used to determine building valuation, and the resulting permit fees, from the first Monday in February for a duration of one year.

3. Notification of the impending change of valuation table shall be posed at the Building Division counter for at least one week prior to implementation of the new tables.

4. All permits issued on or after the implementation date shall reflect the permit fees derived from the new valuation tables.

5. At the discretion of the Director of Planning and Community Development, minor deviation from this policy may be made on a case by case basis.