

TOWN OF SAN ANSELMO

RESOLUTION NO. 3069

A RESOLUTION OF THE SAN ANSELMO TOWN COUNCIL SETTING  
AND AMENDING FEES FOR PERMITS UNDER TITLES 5, 7, 9 AND 10  
OF THE SAN ANSELMO MUNICIPAL CODE

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WHEREAS, the Town Council of the Town of San Anselmo has determined that it is necessary to charge fees to partially pay for the Town's costs of providing various services.

WHEREAS, the certain mandated services are deemed necessary to assure quality and safe construction practice.

WHEREAS, other Town services are deemed necessary to properly assure compliance with various Town codes and to properly regulate activities on Town property.

NOW, THEREFORE, BE IT RESOLVED that the fee for these services is established as follows and shall become effective in 30 days.

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1. BUILDING FEES

- (a) Building Permit shall be:  
Work covered under the Uniform Building Code shall be in accordance with Section 304 and Table 3-A, of the latest edition of the Uniform Building Code adopted by the Town except the minimum permit fee shall be \$30. Excavation, grading and filling permits require a separate, additional fee.
- (b) Plan Check Fee shall be:  
Sixty-five percent (65%) of the sum of the building permit fee and the energy fee if applicable.
- (c) Title 24 Energy Compliance Fee shall be:  
Fifteen percent (15%) of the portion of the building permit fee based on heated and/or air conditioned spaces.
- (d) State Seismic Fee shall be:  
Residential: valuation x .00007; (\$.50 minimum)  
Commercial: valuation x .00014; (\$.50 minimum)
- (e) SB547 URM Seismic Fee shall be:  
Valuation x .00125; (\$1.00 minimum)

2. ELECTRICAL FEES

(a) <u>Base Application Fee:</u>	11.20
To the base application fee shall be added the appropriate additional fees as follows:	
(b) For the construction of new dwellings, duplexes, condominiums and apartment houses, the fee shall be \$2.80 for each 100 square feet or substantial portion thereof, of the total floor area, excluding carports, porches and decks, <u>plus</u> applicable fee for service equipment per (d) below.	
(c) <u>Additions, reconstruction, remodeling and commercial:</u>	
For each switch and receptacle	.70
For each lighting outlet and/or fixture	.70
For each 120 volt receptacle	.70
For each circuit or feeder	.70
For each 220 volt outlet	2.25
Ranges	2.25
Built-in Ovens	2.25
Built-in Range Tops	2.25
Domestic Heaters	2.25
Water Heater - electrical connection	2.25
Dishwashers - electrical connection	2.25
Disposal Units - electrical connection	2.25
Dryer - electrical connection	2.25
Hood Fan and Light - electrical connection	2.25
Furnace Motor and Controls - electrical connection	2.25
(d) <u>Service Equipment:</u>	
Temporary Power Pole, not over 100 amps	10.30
New Service, not over 100 amps	10.30
Permanent Pole or stand mounted service, not over 100 amps	10.30

Service change, existing structures, not over 100 amps	10.30
For each additional 100 amp capacity or fraction thereof	3.90
Additional meter to existing service	10.30
Service over 600 volts. First 200 KVA	18.00
Over 200 KVA	32.50
(e) <u>Motors:</u>	
For each 120 volt motor 1 H.P. or less	1.80
For each additional H.P. or fraction thereof up to 10 H.P. per H.P.	.90
Motors over 10 H.P., additional fee per H.P.	.40
Maximum fee per motor	32.50
<u>THE MINIMUM FEE FOR ANY ELECTRICAL PERMIT:</u>	33.60

3. PLUMBING FEES

(a) Base Application Fee	11.20
To the base application fee shall be added the appropriate additional fees as follows:	
(b) <u>For the construction of new dwellings</u> , duplexes condominiums and apartment houses the fee shall be \$2.80 for each 100 square feet or substantial portion thereof of total floor area. (For the purpose of computation, exclude garages, carports, porches and decks).	2.80/ 100sq ft.
(c) <u>Additions, reconstruction, remodeling and commercial:</u> Each domestic water heater, bath tub, shower, basin (lavatory) water closet, bidet, kitchen or other sink, laundry tray, floor drain, automatic clothes washer, automatic dishwasher and replacement of fixtures.	4.35
Installation or replacement of water and gas lines (less than 2 inches)	4.35
Installation or replacement of drain and vent lines per 500 feet or substantial portion thereof	4.35
(d) <u>Miscellaneous:</u>	
Rain water systems - per drain	4.35
Gas or oil piping (up to 2 inch with up to 6 outlets)	3.25
Six or more outlets (each)	.75
Two inch to three inch gas or water piping per 500 feet or portion	11.00
Three inch to six inch gas or water piping, per 500 feet or portion	20.00
Lawn sprinkler systems	4.40
Additional for each head	.45
Fuel or water storage tanks to 250 gallons	11.00
Over 250 gallons	21.30
Private sewage system (Note: Excavation Permit is also required)	71.00
<u>THE MINIMUM FEE FOR ANY PLUMBING PERMIT:</u>	34.00

4. MECHANICAL FEES

(a)	Base Application Fee	11.20
	To the base application fee shall be added the appropriate additional fees as follows:	
(b)	For the construction of new dwellings, duplexes, condominiums and apartment houses the fee shall be \$2.25 for each 100 square feet or substantial portion thereof of the total floor area, (for the purpose of computation, exclude garages, carports, porches and decks).	2.25/ 100sq ft
(c)	For the installation or relocation of each forced air or gravity-type furnace or burner, including ducts and vents attached to such appliances, up to and including 100,000 BTU/h	11.20
	For the installation or relocation or each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance over 100,000 BTU/h	19.30
	For the installation or relocation of each floor furnace, including vent	8.40
	For the installation or relocation of each suspended heater, recessed wall heater or floor mounted unit heater	8.40
	For the installation, relocation or replacement or each appliance vent installed and not included in appliance permit.	3.85
	For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption, or evaporative cooling system, including installation of controls regulated by this Code.	8.40
	For the installation or relocation or each boiler or compressor to and including three horsepower, or each absorption system to and including 100,000 BTU/g	8.40
	For the installation or relocation of each boiler or compressor over three horsepower to and including 15 horsepower, or each absorption system over 100,000 BTU/h and including 500,000 BTU/h	13.55
	For the installation or relocation of each boiler or compressor over 15 horsepower to and including	

30 horsepower, or each absorption system over 500,000 BTU/h	18.05
For the installation or relocation of each boiler or compressor over 30 horsepower to and including 50 horsepower or for each absorption system over 1,750,000 BTU/h	23.20
For the installation or relocation of each boiler or refrigeration compressor over 50 horsepower, or each absorption system over 1,750,000 BTU/h	32.20
For each air handling unit to and including 10,000 cubic feet per minute, including ducts attached thereto (Note: This fee shall not apply to an air handling unit which is a portion of a factory assembled appliance, cooling unit, evaporative cooler or absorption unit for which a permit is required elsewhere)	3.85
For each air handling unit over 10,000 cfm	9.70
For each evaporative cooler other than portable type	5.80
For each ventilation fan connected to a single duct	3.85
For each ventilation system which is not a portion of any heating or air conditioning system authorized by a permit	5.80
For the installation of each hood which is serviced by mechanical exhaust, including the ducts for such hood	5.80
(d) For each applicancy or piece of equipment regulated by this Code but not classed in other appliance categories, or for which no other fee is listed in this Resolution	5.80
<u>THE MINIMUM FEE FOR ANY MECHANICAL PERMIT SHALL BE:</u>	33.60

5. SOLAR ENERGY FEES

- |     |  |                         |
|-----|--|-------------------------|
| (a) | Base Application fee   | 11.20                   |
|     | To the Base Application Fee shall be added to the appropriate additional fees as follows:  |                         |
| (b) | For Collectors (including related piping and regulating devices)   |                         |
|     | Up to 1,000 square feet  | 9.70                    |
|     | 1,001 to 2,000 square feet   | 13.50                   |
| (c) | For <u>storage tanks</u> (including related piping and regulating devices)   |                         |
|     | Up to 750 gallons  | 7.20                    |
|     | 751 to 2,000 gallons   | 9.00                    |
| (d) | More than 2,000 gallons \$7.00 plus \$1.40 per 1,000 gallons or portion thereof over 2,000 gallons                                       |                         |
| (e) | For Rock Storage:  |                         |
|     | Up to 1,500 cu. ft.  | 7.20                    |
|     | 1,501 to 3,000 cu. ft.   | 9.00                    |
|     | Over 3,000   | 9.00                    |
|     |  | (for each 3,000 cu.ft.) |
| (f) | Plan Check fee. Where specific plans are 65% of permit required, a plan check fee shall be charged equal to 65% of the total permit fee. |                         |

THE MINIMUM FEE FOR ANY SOLAR PERMIT SHALL BE:

33.60

6. SWIMMING POOLS, SPAS AND HOT TUBS

NOTE: No separate fee will be required for plan checking or electrical, mechanical or plumbing.

- |     |   |         |
|-----|---|---------|
| (a) | Swimming pool permit  | 224.00  |
|     | Bond or cash deposit in an amount set by the Building Official, but not less than \$500, is required. |         |
| (b) | Premanufactured swimming pool above ground  | 84.00   |
| (c) | Spa and Hot Tub   | 84.00   |
| (d) | Fee for repair work shall be 5% of valuation with a minimum of \$33.60                                | 5% Val. |
| (e) | Fees for solar heating shall be added, per Section 5 above, except for permit issuing fee.            |         |
| (f) | Premanufactured and portable spa or hot tub.  | 33.60   |



7. **FIRE CONTROL SYSTEMS**

- |     |                            |       |
|-----|----------------------------|-------|
| (a) | Central Fire alarm system  | 67.20 |
| (b) | Automatic Sprinkler System | 67.20 |
- These fees are applicable only to installations in multiple family dwellings and commercial buildings. No separate fees will be charged for plan checking electrical, mechanical or plumbing.

If outside plan checking and/or special inspection services are needed, the permit fee shall be equal to the cost of such services plus 10% administrative costs, in accordance with section 18(a).

8. **EXCAVATION, GRADING AND FILLING PERMITS**

Fees for work covered under the Uniform Building Code shall be in accordance with Appendix Chapter 70 and Table No. 70-A and 70-B of the latest adopted Edition of the Uniform Building Code.

9. **DRAINAGE STRUCTURE AND CREEK PERMIT**

Construction involving pipes, culverts, channels, walls, bridges, bank protection (e.g. rock rip-rap, sacked concrete and similar approved materials) shall use Building Permit schedule.

Plan check fee for these structures will be reduced to 1/2 if CalTrans or Marin County standard plans are used.

10. **ENCROACHMENT PERMIT (Revocable license)**

This permit involves private party work within the Town Right of Way.

- |     |   |   |
|-----|---|---|
| (a) | Sidewalks and driveways                               | 22.40                                   |
| (b) | Minor work in street<br>(less than \$2,000 valuation) | 33.60                                   |
| (c) | Major work in street                                  | 3% of the est.<br>construction<br>costs |

A bond shall be required in addition to permit fee, in order to insure adequate traffic control and permanent repairs to the street. The amount of the bond shall be determined by the Public Works Department to reflect the actual cost to repair public improvements should the work be abandoned or done incorrectly by the applicant.

11. **FENCE PERMIT** 16.80

Required for all fences within 20 feet of the front property line and 12 feet within side property line abutting a street.

12. **TREE PERMIT** 33.60

Fee for processing application, noticing and site inspection.

13. CODE COMPLIANCE INSPECTION

An optional inspection as requested by the property owner or tenant to determine conformance with the latest Uniform Housing Code as adopted by the Town. 84.00

14. ILLEGAL SIGNS RECLAMATION

(To cover Town cost to control illegal signs)

(a) First sign - fee to regain possession 16.80

(b) Each additional sign 5.60

15. RESIDENTIAL RESALE REPORTS

(a) single family dwellings, duplex condominiums and townhouses (up to two units) 84.00

(b) Multiple dwellings in excess of two units:  
For first two units: 84.00  
For each additional unit: 8.40

(c) Unimproved lots (each) 50.00

16. CONVERSION TO CONDOMINIUM:

Fees for inspection of apartment buildings which are to be converted to condominium units shall be a basic fee of \$84.00 plus \$8.40 for each unit.

17. PLAN STORAGE FEES:

For each page of building permit drawings: 1.25

18. GENERAL CONDITIONS:

(a) If it is necessary to employ consultants and special inspectors to supplement Town Public Works Department staff in order to insure compliance with code requirements, the Town may prescribe fees equal to the actual cost of consultants and inspection contractors plus 10% Administrative cost in order to cover the expense of providing these services.

(b) Transfer fee:  
A fee of \$10.00 shall be charged when the original applicant assigns or otherwise transfers responsibility for the application to another applicant. To accomplish the transfer an application form shall be completed by the new

applicant and a transfer fee paid. all conditions imposed on the original applicant shall apply.

- (c) Questions that arise regarding valuation of work, upon which fees are based, shall be resolved by basing the construction valuation on the most recent issue of Lee Saylor, Inc. current construction costs. Building valuation data is obtained from current issue(s) of Building Standards Magazine published by the International Conference of Building Officials.
- (d) Fee deduction for as much as 50% will be grant for that portion of a project specifically for senior citizens and affordable housing as determined by the Building Official.

19. WORK DONE WITHOUT PERMIT

Where work is performed or property is sold prior to securing the permits required by any of the Codes for which fees are specified, the fees charged shall be doubled. The payment of said double fees shall not guarantee that such work shall be found acceptable, nor shall it relieve any persons from fully complying with the requirements of the Codes in the execution of the work, nor from any other penalties prescribed therein.

20. ANNUAL ADJUSTMENT FOR INFLATION

Permit fees specified in sections 2 through 17 shall automatically be adjusted on an annual basis to account for the increased costs of labor, materials and overhead. The adjustment shall be computed prior to and shall be as determined by the Director of Public Works and shall be based upon the actual increase in the Town's labor, materials and overhead costs. The adjustment shall not exceed the increased cost of labor, materials and overhead for the previous year. An adjustment shall be computed prior to and shall become effective October 1 of each year.

I HEREBY CERTIFY the foregoing Resolution was duly and regularly adopted by the Town Council of the Town of San Anselmo at a regular meeting thereof, held on the 25 day of October 1988 by the following vote:

AYES: Sharp, Walsh, Chignell, Zaharoff, Colteaux

NOES: (None)

ABSENT: (None)

TOWN CLERK

Caroline Foster  
Caroline Foster