

TOWN OF SAN ANSELMO

RESOLUTION NUMBER 3217

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

WHEREAS, the Town Council of San Anselmo has determined that it is necessary to charge fees to partially pay for the Town's cost 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 for:

- (1) The minimum permit fee shall be \$45
- (2) Each additional cost above the minimum fee shall be \$.50 greater than that specified in Table 3-A of the latest edition of the Uniform Building Code adopted by the Town.
- (3) the hourly rates for inspections, reinspections and plan review fees shall be as established by the Town Administrator.

(B) Building Valuation Data shall be:

- (1) Building valuation data shall be obtained from the current issue(s) of Building Standards Magazine published by the International Conference of Building Officials. The Regional modifier for the Town of San Anselmo shall be 1.20.
- (2) Building valuation for remodeling projects with no increase in floor area shall be provided by the applicant and approved by the Building Official. Valuation of remodeling work done by an owner/builder shall be twice estimated cost of materials, as approved by the Building Official. Conversion of floor area from unfinished to finished space shall be the finished space valuation less the unfinished space valuation.

(C) Plan Check Fee shall be:

Sixty five percent (65%) of the sum of the building permit fee and the energy fee if applicable for non-structural plan check, and actual cost plus administrative overhead for structural plan check

"(D) Title 214 Energy Fee shall be:

Fifteen percent (15%) of the portion of the building permit fee based on heated and/or air conditioned spaces.

(E) State Seismic Fee shall be:

Residential: valuation x .0001 (\$.50 minimum)
Commercial: valuation x .00021 (\$.50 minimum)"

added
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2. ELECTRICAL PERMIT FEES

| | | |
|-----|---|--|
| (A) | BASE APPLICATION FEE To the base application fee shall be added the appropriate additional fees as follows: | 16.00 |
| (B) | PLAN CHECK (When applicable) | 55.00/hr. (1/2 hr minimum) |
| (C) | NEW DWELLINGS AND ADDITIONS - PER SQ FT For the construction of new dwellings, duplexes, condominiums and apartment houses, as well as building additions, the fee shall be a portion of the total floor area, excluding carports, porches and decks, plus applicable fee for service equipment per (d) below. | .05 |
| (D) | REMODELING AND COMMERCIAL For each switch, receptacle and lighting outlet For each lighting fixture For each circuit or feeder For each 220 volt receptacle or outlet Range/Built-in Range Tops and ovens-each Domestic Heaters Water Heater - electrical connection Dishwashers - electrical connection Disposal Units - electrical connection Dryer - electrical connection Hood Fan and Light - electrical connection Furnace Motor/controls - elec. connection | 1.00 1.00 1.00 3.20 3.20 3.20 3.20 3.20 3.20 3.20 3.20 3.20 |

| | | |
|-----|---|--------------|
| (E) | SERVICE EQUIPMENT | |
| | Temporary Power Pole, not over 100 amps | 14.85 |
| | New Service - not over 100 amps | 14.85 |
| | Permanent Pole or stand mounted service, not over 100 amps | 14.85 |
| | Service Change - not over 100 amps | 14.85 |
| | For each additional 100 amp capacity | 5.60 |
| | Additional meter to existing service | 14.85 |
| | Service over 600 volts. First 200 KVA | 25.80 |
| | Service over 600 volts. Over 200 KVA | 46.50 |
| (F) | MOTORS | |
| | For each 120 volt motor 1 H.P. or less | 2.60 |
| | For each additional H.P.-up to 10 H.P. | 1.25 |
| | Motors over 10 H.P., add'l fee per H.P. | .65 |
| | Maximum fee per motor | 46.50 |
| | THE MINIMUM FEE FOR ELECTRICAL PERMIT: | 55.00 |

Note: Work done without a permit will be charged a penalty of double the fee.

3. PLUMBING PERMIT FEES

| | | |
|-----|---|-------------------------------|
| (A) | BASE APPLICATION FEE | 16.00 |
| | To the base application fee shall be added the appropriate additional fees as follows: | |
| (B) | PLAN CHECK (When applicable) | 55.00/hr. (1/2 hr minimum) |
| (C) | For the construction of new dwellings, duplexes condominiums and apartment houses, as well as additions, the fee shall be \$5.00 for each 100 square feet or substantial portion thereof of total floor area. (For the purpose of computation, exclude garages, carports porches and decks). | .05 |
| (D) | REMODEL AND COMMERCIAL | |
| | Water Heater, bath tub, shower, basin, water closet, bidet, kitchen or other sink, laundry tray, floor drain, automatic clothes washer, automatic dishwasher and replacement of fixtures | 6.25/each |
| | Water and gas line - less than 2 inches | 6.25 |
| | Drain and vent lines per 500 ft | 6.25 |

| | | |
|-----|---|--------------|
| (E) | MISCELLANEOUS | |
| | Rain water systems - per drain | 6.25 |
| | Gas/oil piping-up to 2 inch with up to 6 outlets | 4.55 |
| | Six or more outlets (each) | 1.10 |
| | Two to three inch gas or water piping per 500 ft | 15.80 |
| | Three to six inch gas or water piping per 500 ft | 28.60 |
| | Lawn sprinkler systems | 6.30 |
| | Lawn sprinkler - each head | .70 |
| | Fuel/water storage tanks - up to 250 gallons | 15.80 |
| | Fuel/water storage tanks - over 250 gallons | 30.50 |
| | Private sewage system (Note: Excavation permit also required) | 102.75 |
| | THE MINIMUM FEE FOR PLUMBING PERMIT: | 55.00 |

Note: Work done without a permit will be charged a penalty of double the fee.

4. MECHANICAL PERMIT FEES

| | | |
|-----|---|---------------------------|
| (A) | BASE APPLICATION FEE | 16.00 |
| | To the base application fee shall be added the appropriate additional fees as follows: | |
| (B) | PLAN CHECK FEE (When applicable) | 55.00 (1/2 hr minimum) |
| (C) | For the construction of new dwellings, duplexes, condominiums and apartment houses as well as building additions, the fee shall be \$5.00 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). | .05 |
| (D) | REMODEL AND COMMERCIAL | |
| | HEATING AND COOLING | |
| | Forced air or gravity-type furnace/burner, including ducts and vents attached to such appliances - up to 100,000 BTU/h | 16.00 |
| | Forced air or gravity-type furnace/burner-over 100,000 BTU/h | 26.60 |
| | Floor furnace, including vent | 12.00 |
| | Recessed wall or floor mounted unit heater | 12.00 |
| | Each appliance vent installed | 5.50 |

| | |
|---|--------------|
| Heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption, or evaporative cooling system, including controls regulated by this Code. | 12.00 |
| BOILER OR COMPRESSOR | |
| Boiler/compressor to three hp, or each absorption system to 100,000 BTU/h | 12.00 |
| Boiler/compressor over three hp to 5 hp, or each absorption system over 100,000 BTU/h to 500,000 BTU/h. | 19.50 |
| Boiler/compressor over 15 hp to 30 hp, or each absorption system over 500,000 BTU/h | 26.00 |
| Boiler/compressor over 30 hp, including 50 hp or each absorption system over 1,750,000 BTU/h | 33.20 |
| For the installation or relocation of each boiler or refrigeration compressor over 50 horsepower, or each absorption system over 1,7500 BTU/h | 45.80 |
| 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) | 5.50 |
| For each Air handling unit over 10,000 cfm | 13.90 |
| Evaporative cooler other than portable type | 8.30 |
| Ventilation fan connected to a single duct | 5.50 |
| Ventilation system | 8.30 |
| HOOD | |
| Hood serviced by mechanical exhaust | 8.30 |
| (E) For each appliance or piece of equipment required by this Code but not classed in other appliance categories, or for which no other fee is listed in this Resolution | 8.30 |
| THE MINIMUM FEE FOR MECHANICAL PERMIT: | 55.00 |

Note: Work done without a permit will be charged a penalty of double the fee.

5. SOLAR PERMIT FEES

| | | |
|-----|--|-----------------------------|
| (A) | BASE APPLICATION FEE The Base Application Fee shall be added to the appropriate additional fees as follows: | 16.00 |
| (B) | PLAN CHECK FEE (When applicable) | 55.00/hr 1/2 hr minimum) |
| (C) | For Collectors(including related piping and regulating devices) | |
| | up to 1,000 square ft | 13.90 |
| | 1,001 to 2,000 square ft | 19.30 |
| (D) | For storage tanks (including related piping and regulating devices) | |
| | up to 750 gallons | 10.30 |
| | 751 to 2,000 gallons | 12.90 |
| (E) | More than 2,000 gallons \$8.00 plus \$1.60 per 1,000 gallons or portion thereof over 2,000 gallons | |
| | Rock storage up to 1,500 cu. ft. | 10.30 |
| | Rock storage 1,501 to 3,000 cu. ft. | 12.90 |
| | Rock storage over 3,000 cu. ft. | 12.90 |

THE MINIMUM FEE FOR SOLAR PERMIT 70.00

Note: Work done without a permit will be charged a penalty of double the fee. Where specific plans are required, a plan check fee shall be charged equal to 65% of the total permit fee.

6. POOLS, SPAS AND HOT TUB PERMIT FEES

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

| | | |
|-----|---|---------------------|
| (A) | Swimming pool | 410.00 |
| | Minimum swimming pool deposit | 500.00 |
| (B) | Premanufactured pool above ground | 190.00 |
| (C) | Permanent Spa and Hot Tub | 190.00 |
| (D) | Repair work | 5% Minimum 55.00 |
| (E) | Fees for solar heating shall be added, per Section 5 above, except for permit issuing fee | |
| (F) | Premanufactured portable spa or hot tub | 115.00 |

Note: Work done without a permit will be charged a penalty of double the fee.

7. FIRE CONTROL SYSTEMS

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

- (A) Sprinkler Systems 140.00
- (B) Central Fire Alarm System 140.00

8. EXCAVATION/GRADING/FILL 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 PERMITS

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

(work within the Town right-of-way)

- (A) MINOR: Less than \$2,000 75.00
- (B) MAJOR: Over \$2,000

4% of estimated construction costs. A written engineer's estimate must be submitted and approved by the Department of Public Works. 100% of the estimated construction costs shall be bonded to have the work done should the work not be performed according to the terms of the permit.

(C) UTILITY COMPANY MINOR ENCROACHMENTS

An annual fee of \$500 is proposed to be charged to PG&E, Pacific Bell, Viacom Cable, Ross Valley Sanitary District, Marin Municipal Water District, and any agency performing minor work in the Town right-of-way.

(D) SIDEWALKS AND DRIVEWAYS

- New Work 70.00
- Repair Work 40.00

- (E) REVOCABLE ENCROACHMENT 125.00
+ Recording fees

| | | |
|------------|--|---------------|
| 11. | FENCE PERMIT | 70.00 |
| | Required for all fences within 20 feet of the front property line and 12 feet within side property line abutting a street. | |
| 12. | TREES-REMOVAL | |
| | (A) HERITAGE TREE | 125.00 |
| | (B) STREET TREE | 60.00 |
| Note: | Fees may be waived for tree planting | |
| 13. | WELL PERMITS | 110.00 |
| | Required for installation of test wells, irrigation wells and potable wells. Electrical and plumbing work related to the well must be under separate permits. Hold Harmless waiver must accompany permit. Permits must also be obtained from the County Health Department. | |
| 14. | CODE COMPLIANCE | 140.00 |
| | 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. | |
| 15. | ILLEGAL SIGNS RECLAIMED | |
| | (A) First sign - fee to regain possession | 25.00 |
| | (B) Each additional sign | 10.00 |
| 16. | RESIDENTIAL RESALE REPORT | |
| | (A) Basic fee for one unit | 140.00 |
| | (B) Each additional unit | 15.00 |
| 17. | CONVERSION TO CONDOMINIUM | |
| | Fees for inspection of apartment buildings which are to be converted to condominium units | |
| | (A) Basic Fee for one unit | 140.00 |
| | (B) Each additional unit | 15.00 |
| 18. | PLAN STORAGE FEES | |
| | For each page of building permit drawings. | 1.85 PER PAGE |

19. ADDITIONAL SERVICES

When staff time is accrued for research, investigation or inspection which is above and beyond or inapplicable to the fee structure, at the discretion of the Director of Public Works, the individual, group or company may be charged at an hourly rate for such services. Such rate shall be charged at the hourly rate of the staff person performing the service, inclusive of direct and indirect costs.

20. 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 11% administrative cost in order to cover the expense of providing these services.

(B) Transfer Fee:

A fee of \$15 shall be charged when the original applicant assigns or otherwise transfers responsibility for the 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) Fee deduction for as much as 50% will be granted for that portion of a project specifically for senior citizens and affordable housing as determined by the Building Official.

21. WORK DONE WITHOUT A 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.

22. ANNUAL ADJUSTMENT FOR INFLATION

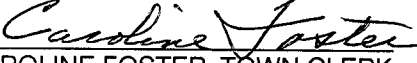
Permit fees may automatically be adjusted on an annual basis to account for the change in the cost of labor, materials and overhead necessary to operate the Planning Department. The adjustment shall be based upon the actual change in the Consumer Price Index. The adjustment shall not exceed the actual change in cost of labor, materials, and overhead for the previous year. Said adjustment shall be computed prior to December 1 of each year and shall become effective January 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 22nd day of December 1992 by the following vote:

AYES: Breen, Chignell, Yarish, Zaharoff, Kanis

NOES: (None)

ABSENT: (None)


CAROLINE FOSTER, TOWN CLERK

BPC:reso


GUS KANIS, MAYOR