

Cost of Services Analysis
City of Ukiah Community Development Department
Building and Planning Fee Schedule 2018
Proposed New and Amended Fees



Name of Fee	Fee Description	Specific Tasks	Estimated Staff Time	Total Cost to City	Proposed Fee
Minimum Building Permit Fee	Examples of building permits in this category include: water heater replacement, furnace replacement, and electric service replacement. These permits do not require plans or plan checks. This is part 2 of a two-part fee increase approved by City Council in 2017. This fee also helps fund the cost of the Building Inspector, which has improved customer service at the front counter and in the field. Fee increase of \$19.50 to \$65.00	<p>1) Receive application and create file and permit and issue permit. 2) Inspections and corrections if needed. 3) 2nd inspection, if needed. 4) Enter inspection results into Munis. 5) File finalized permit, and re-file the address file.</p> <p>Example above is a water heater replacement.</p>	Permit Tech or Building Inspector (B/I) cost = 50.00/Hr; Building Official (B/O) Cost = 58.00/Hr. Time for intake is 30 min. Time for (one) inspection is 40 min. Time for finishing permit paperwork and re-filing is 15 min. Total time for B/O is 40 min = 39.00; total time for permit tech or B/I is 45 min = 37.00; total cost for office work, and one inspection only = 76.00; total cost with 2 Inspections = 115.00	\$76-\$115	<p>Existing Fee: Water Heater 59.15 (1 Inspection) Loss of 16.85; Existing Fee: Furnace 61.93 (2 Inspections) Loss of 53.07; Existing Fee: Electrical Service 79.63 (2 Inspections) Loss of 35.37. Proposed Fee: Water Heater = 78.65 (With 1 Inspection) 2.65; Proposed Fee: Furnace 81.43 (2 Inspections) Loss of 33.57; Proposed Fee: Electrical Service 99.13 (2 Inspections) Loss of 15.87</p>
Temporary Structure Fee	The City needs to adopt a resolution pursuant to Ukiah City Code Section 3050 imposing a new, lower building permit fee for temporary structures. Currently, the Building Division must issue permits using the current fee table for permanent structures. For example, the Building Division imposed a permanent structure fee of \$1,549.76, when it issued the permit for the ice rink installed downtown in Nov of 2017. In this example, the proposed new fee, reflecting the lower costs incurred in issuing a permit for a temporary structure, would be \$273.28. The lower fee will reflect the time for inspections and administration for a temporary structure. The fee now charged for a permanent structure exceeds the actual cost incurred in issuing a permit for a temporary structure.	The proposed permit would apply to temporary structures in place 60 days or less and shall be approved by the Building Official and Fire Marshall. Structures in place more than 60 days shall comply with the provisions of section 3103 of the 2016 California Building Code, to which this fee would not apply unless otherwise approved by the Building Official. Structures in place for more than 180 days shall comply with the applicable sections of the California Building Code and be subject to the current fee for permanent structures.	Permit Tech or Building Inspector (B/I) cost = 50.00/Hr; Building Official (B/O) Cost = 58.00/Hr. Time for intake = 30 min; time for plan check by B/O = 1 Hr; time for (4) inspections and follow-up = 2 Hr min; time for finishing permit paperwork and re-filing = 15 min. Total time for B/O is 3 Hr min = 174.00; Total time for permit tech or B/I is 1 Hr = 50.00; Total cost for office work, plan check, and for (4) inspections = \$224.00	\$224.00	\$224.00