

***BIC Special
Meeting of
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Agenda Item 2



SAN FRANCISCO DEPARTMENT OF BUILDING INSPECTION

Final Report for:

Comprehensive User Fee Study

January 4, 2024

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1. EXECUTIVE SUMMARY

NBS performed a Comprehensive User Fee Study (Study) for the San Francisco Department of Building Inspection (DBI). The purpose of this report is to present the findings and recommendations of the various fee analyses performed as part of the Study and provide DBI with the information needed to update and establish user and regulatory fees for service. Throughout the process, the Study afforded much effort to ensure that not only are the fees and charges reasonable and equitable, but that they also meet industry standards and uphold the statutory requirements of the State of California.

California cities, counties, and special districts may impose user and regulatory fees for services and activities they provide through provisions set forth in the State Constitution, Article XIII C § 1. Under this legal framework, a fee may not exceed the reasonable cost of providing the service or performing the activity. For a fee to qualify as such, it must relate to a service or activity performed at the request of an individual or entity upon which the fee is imposed, or their actions specifically cause the local government agency to perform additional activities. In this instance, the service or underlying action causing the local agency to perform the service is either discretionary and/or is subject to regulation. As a discretionary service or regulatory activity, the user fees and regulatory fees considered in this Study fall outside of the definition and statutory requirement to impose general taxes, special taxes, and fees as a result of property ownership.

DBI's main reason for conducting this Study was to ensure that existing fees do not exceed the costs of service, and (to provide an opportunity for the Board of Supervisors to re-align fee amounts with localized cost recovery goals and policies.

1.1 Findings

This Study examined user and regulatory fees managed by DBI's Permit, Inspection, and Administration services. The Study identified an estimated \$84 million in eligible costs for recovery from fees for service compared to approximately \$61.4 million DBI is currently collecting each year from fees. The table on the following page provides a summary of the Study's results:

Table 1. Report Summary

| Fee Category | Annual Estimated Revenues at Current Fee | Annual Estimated Revenues at Full Cost Recovery Fee | Annual Cost Recovery Surplus/ Deficit | Existing Cost Recovery Percentage | Annual Estimated Revenues at Recommended Cost Recovery Fee | Recommended Cost Recovery Percentage |
|---|--|---|---------------------------------------|-----------------------------------|--|--------------------------------------|
| 1A-A: New Construction Building Permit | 4,729,153 | 5,939,189 | (1,210,036) | 80% | 5,936,816 | 100% |
| 1A-A: Alteration Building Permit | 30,345,480 | 33,554,602 | (3,209,122) | 90% | 33,256,981 | 99% |
| 1A-A: No Plans Permit | 2,615,329 | 3,151,721 | (536,393) | 83% | 3,151,721 | 100% |
| 1A-B: Other Building Permit and Plan Review Fees | 878,810 | 1,948,724 | (1,069,914) | 45% | 1,181,232 | 61% |
| 1A-C: Plumbing/Mechanical Issuance and Inspection Fees | 4,966,528 | 9,135,288 | (4,168,760) | 54% | 6,879,003 | 75% |
| 1A-D: Standard Hourly Rates | | | no data to review | | | |
| 1A-E: Electrical Permit Issuance and Inspection | 6,790,928 | 11,955,577 | (5,164,649) | 57% | 9,163,052 | 77% |
| 1A-F: Specialty Permit | 326,126 | 541,249 | (215,124) | 60% | 490,142 | 91% |
| 1A-G: Inspections, Surveys and Reports | 129,456 | 331,089 | (201,633) | 39% | 193,907 | 59% |
| 1A-J: Miscellaneous Fees | 278,769 | 861,264 | (582,494) | 32% | 414,679 | 48% |
| 1A-K: Penalties, Hearings, Code Enforcement Assessments | 216,768 | 548,725 | (331,957) | 40% | 388,277 | 71% |
| 1A-L: Public Information | 33,285 | 96,390 | (63,105) | 35% | 96,390 | 100% |
| 1A-M: Boiler Fees | 1,869,851 | 3,600,966 | (1,731,116) | 52% | 2,442,598 | 68% |
| 1A-N: Energy Conservation | | | *data not available | | | |
| 1A-P: Residential Code Enforcement & License Fees | 8,218,772 | 12,256,147 | (4,037,375) | 67% | 12,083,689 | 99% |
| 1A-Q: Hotel Conversion Ordinance Fees | 37,914 | 71,723 | (33,809) | 53% | 57,039 | 80% |
| 1A-R: Refunds | | | *data not available | | | |
| Total | \$ 61,437,168 | \$ 83,992,653 | \$(22,555,485) | 73% | \$ 75,735,526 | 90% |

* sufficient data regarding activity levels for fees charged was not available for purposes of annual revenue analysis

As shown in Table 1 above, DBI is recovering approximately 73% of the costs associated with providing user and regulatory fee-related services. Should the Board adopt fees at 100% of the full cost recovery amounts determined by this Study, an additional \$22.6 million in costs could be recovered.

However, Section 2.2.3 later explains, there may be other local policy considerations that support adopting fees at less than the calculated full cost recovery amount. Since this element of the Study is subjective, NBS provided the maximum potential of fee amounts at 100% full cost recovery for DBI to consider. As such, DBI staff provided initial recommended fee amounts for the Board’s consideration. If the Board elects to adopt fee levels at staff’s initial recommendations, an additional \$14.3 million in costs could be recovered, for an 90% cost recover outcome for services provided. Once the Board of Supervisors has reviewed and evaluated the results of the Study, DBI can set fees at appropriate cost recovery levels according to local policy goals and considerations.

1.2 Report Format

This report documents the analytical methods and data sources used in the Study, presents findings regarding current levels of cost recovery achieved from user and regulatory fees, discusses recommended fee amounts, and provides a comparative survey of fees to neighboring agencies for similar services. The report is organized into the following sections:

- Section 2 - Outlines the general framework, approach, and methodology of the Fee Study.
- Section 3 - Discusses the results of the cost of service analysis. The analysis includes: (1) fully burdened hourly rate(s); (2) calculation of the costs of providing service; (3) the cost recovery performance of each fee category; and, (4) the staff-recommended fees for providing services.
- Section 4 - Presents the conclusions of the analysis provided in the preceding sections.
- Appendices to this report - Include additional details of the analysis performed and a comparison of the fees imposed by neighboring agencies for similar services.

2. INTRODUCTION AND FUNDAMENTALS

2.1 Scope of Study

The following is a summary of the fees evaluated during the Study:

- Permit Services
- Inspection Services
- Administration Services

The fees examined in this report specifically exclude development impact fees, and any special tax assessments which fall under a different set of statutory and procedural requirements from the body of user and regulatory fees analyzed in this Study. The Study also excludes facility and equipment rental rates, as well as fines and penalties imposed by DBI for violations of requirements or codes.¹

Additionally, this Study excludes any analysis of Code Enforcement Outreach Grants. DBI currently contracts with various Community Based Organizations to provide code enforcement outreach services to apartment and Single Room Occupancy (SRO) tenants and apartment owners. The budget for these services is \$4.8M annually for FY 24 and FY 25, and they are funded by the City's General Fund. Because the services have their own funding source, they are excluded from existing fee cost recovery calculations. The Building Inspection Commission has requested that alternative funding options be explored due to economic uncertainty surrounding the General Fund. DBI staff will continue to work with consultants to determine possible alternatives.

2.2 Methods of Analysis

Three phases of analysis were completed:



2.2.1 COST OF SERVICE ANALYSIS

This cost of service analysis is a quantitative effort that compiles the full cost of providing governmental services and activities. There are two primary types of costs considered: direct and indirect costs. Direct costs are those that specifically relate to an activity or service, including the real-time provision of the service. Indirect costs are those that support the provision of services in general but cannot be directly or easily assigned to a singular activity or service.

¹ According to the California Constitution Article XIII C § 1 (e) (4) and (5), DBI is not limited to the costs of service when charging for entrance to or use of government property, or when imposing fines and penalties.

Direct Costs:

- **Direct personnel costs** – Salary, wages and benefits expenses for personnel specifically involved in the provision of services and activities to the public.
- **Direct non-personnel costs** – Discrete expenses attributable to a specific service or activity performed, such as contractor costs, third-party charges, and materials used in the service or activity.

Indirect Costs:

- **Indirect personnel costs** – Personnel expenses supporting the provision of services and activities. This can include line supervision and departmental management, administrative support within a department, and staff involved in technical support activities related to the direct services provided to the public.
- **Indirect non-personnel costs** – Expenses other than labor involved in the provision of services. In most cases, these costs are allocated across all services provided by a department, rather than directly assigned to individual fee/rate categories.
- **Overhead costs** – These are expenses, both labor and non-labor, related to agency-wide support services. Support services include general administrative services such as County Administrator, Finance, Human Resources, etc. The amount of costs attributable to the sections included in this Study were sourced from DBI's Operating Expenditure Budget.

All cost components in this Study use annual (or annualized) figures, representing a twelve-month cycle of expenses incurred by DBI.

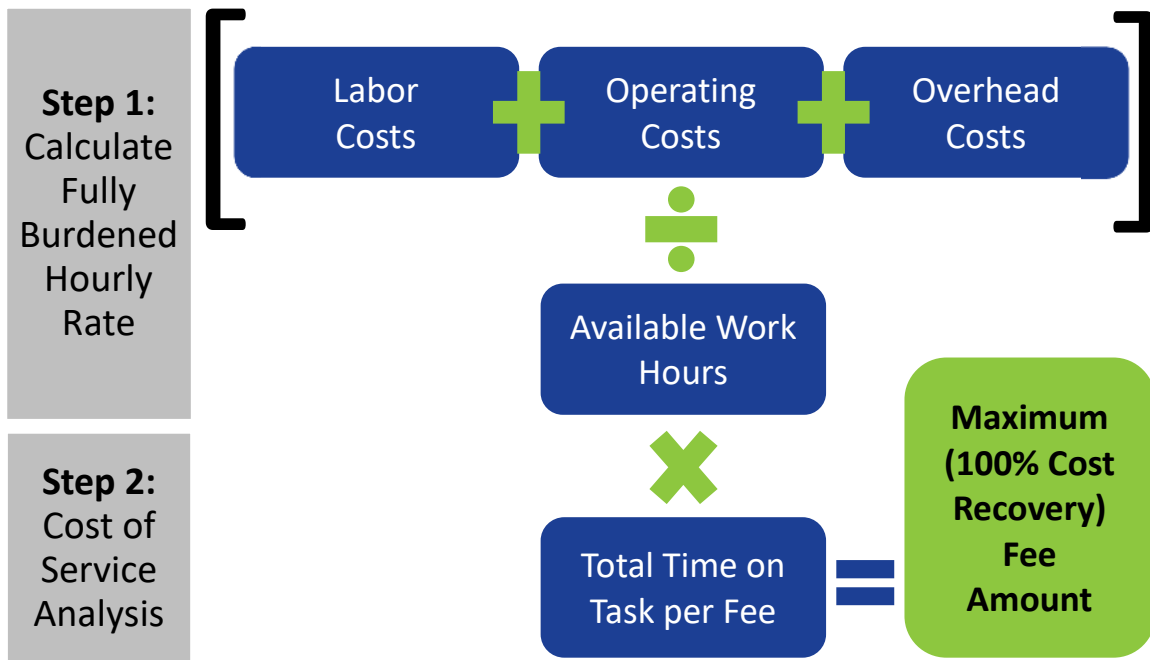
Nearly all the fees reviewed in this Study require specific actions on the part of DBI staff to provide the service or conduct the activity. Since labor is the primary underlying factor in these activities, the Study expresses the full cost of service as a fully burdened cost per labor hour. NBS calculated a composite, fully burdened, hourly rate for each service area applicable to the organization. These rates serve as the basis for further quantifying the average full cost of providing individual services and activities. Determining the fully burdened labor rate for each service area requires two data sets: (1) the full costs of service, and (2) the number of staff hours available to perform those services. NBS derived the hours available based on the complete list of all DBI employees and/or available service hours of its contracted professionals (where applicable).

DBI supplied NBS with the total number of paid labor hours for each employee involved in the delivery of services included in this Study. These available hours represent the amount of productive time available to provide both fee-recoverable and non-fee recoverable services and activities. Available labor hours divided into the annual full costs of service equal the composite, fully burdened, labor rate. Some agencies may also use the resulting rates for purposes other than setting fees, such as calculating the full cost of general services or structuring a cost recovery agreement with another agency or third party.

NBS also assisted DBI in estimating the staff time for the services and activities listed in the DBI's fee schedule. Time tracking records for the fee programs studied as part of this analysis, when available, proved useful in identifying time spent providing general categories of service (e.g., division administration, plan review, inspection, public information assistance, etc.). However, DBI does not systematically track the service time of activities for all individual fee-level services provided. Therefore,

NBS also relied on interviews and questionnaires to develop the necessary data sets of estimated labor time. In many cases, DBI provided estimates of the average amount of time (in minutes and hours) it took to complete a typical service or activity considered on a per-occurrence basis.

It should be noted that the development of these time estimates was not a one-step process but required careful review by both NBS and DBI staff to assess the reasonableness of such estimates. Based on the results of this review, DBI reconsidered its time estimates until all parties were comfortable that the fee models reasonably reflected the average service level provided by DBI. Finally, the fully burdened labor rates calculated in earlier steps were applied at the individual fee level time estimates, yielding an average total cost of providing each fee for service or activity. The graphic below provides a visual representation of the steps discussed in this section.



2.2.2 FEE ESTABLISHMENT

The fee establishment process includes a range of considerations, including the following:

- **Addition to and deletion of fees** – The Study provided each service area with the opportunity to propose additions and deletions to their current fee schedules, as well as re-name, re-organize, and clarify which fees were to be imposed. Many of these fee revisions allowed for better adherence to current practices, as well as the improvement in the calculation, application, and collection of the fees owed by an individual. Some additions to the fee schedule were simply the identification of existing services or activities performed by DBI staff for which no fee is currently charged.
- **Revision to the structure of fees** – In most cases, the focus was to re-align the fee amount to match the costs of service and leave the current structure of fees unchanged. However, in

several cases, fee categories and fee names had to be simplified or re-structured to increase the likelihood of full cost recovery or to enhance the fairness of how the fee is applied to the various types of fee payers.

- **Documentation of the tools used to calculate special cost recovery** –DBI’s fee schedule should include the list of fully burdened rates developed by the Study. Documenting these rates in the fee schedule provides an opportunity for the Board of Supervisors to approve rates for cost recovery under a “time and materials” approach. It also provides clear publication of those rates so that all fee payers can readily reference the basis of any fee amounts. The fee schedule should provide language that supports special forms of cost recovery for activities and services not included in the adopted master fee schedule. In these rare instances, published rates are used to estimate a flat fee or bill on an hourly basis, which is at the department director’s discretion.

2.2.3 COST RECOVERY EVALUATION

The NBS fee model compares the existing fee for each service or activity to the average total cost of service quantified through this analysis. Here are the possible outcomes of the fee analysis:

- Cost recovery rate of 0% - This signifies that there is currently no current recovery of costs from fee revenues (or insufficient information available for evaluation).
- Cost recovery rate of 100% - This means that the fee currently recovers the full cost of service.
- Cost recovery rate between 0% and 100% - This indicates partial recovery of the full cost of service through fees.
- Cost recovery rate greater than 100% - This means that the fee exceeds the full cost of service. User fees and regulatory fees should not exceed the full cost of service.

In all cases, the cost recovery rate achieved by a fee should not be greater than 100%. In most cases, imposing a fee above this threshold could change the definition of the charge from a cost of service based fee to a tax which has other procedural requirements, such as ballot protest or voter approval.

NBS assisted with modeling the “recommended” or “target” level of cost recovery for each fee, established at either 100% or any amount less than the calculated full cost of service. Targets and recommendations reflect discretion on the part of the agency based on a variety of factors, such as existing DBI policies and agency-wide or departmental revenue objectives, economic goals, community values, market conditions, level of demand, and others.

A general method of selecting an appropriate cost recovery target is to consider the public and private benefits of the service or activity in question, such as:

- To what degree does the public at large benefit from the service?
- To what degree does the individual or entity requesting, requiring, or causing the service benefit?

When a service or activity benefits the public at large, there is generally little to no recommended fee amount (i.e., 0% cost recovery), reinforcing the fact that a service which truly benefits the public is best funded by general resources of DBI, such as revenues from the General Fund (e.g., taxes). Conversely,

when a service or activity wholly benefits an individual or entity, the cost recovery is generally closer to or equal to 100% of cost recovery from fees collected from the individual or entity.

In some cases, a strict public-versus-private benefit judgment may not be sufficient to finalize a cost recovery target. Any of the following factors and considerations may influence or supplement the public-versus-private benefit perception of a service or activity:

- If optimizing revenue potential is an overriding goal, is it feasible to recover the full cost of service?
- Will increasing fees result in non-compliance or public safety problems?
- Are there desired behaviors or modifications to behaviors of the service population helped or hindered through the degree of pricing for the activities?
- Does current demand for services support a fee increase without adverse impact to the community served or current revenue levels? In other words, would fee increases have the unintended consequence of driving away the population served?
- Is there a good policy basis for differentiating between the type of user (e.g., residents vs. non-residents, residential vs. commercial, non-profit entities, and business entities)?
- Are there broader DBI objectives that merit a less than full cost recovery target from fees, such as economic development goals and local social values?

NBS provided the cost of service calculation based on 100% full cost recovery for each fee item, as well as the framework for DBI to adjust the amount of cost recovery in accordance with its broader goals as they pertain to code compliance, cost recovery, economic development, and social values.

2.2.4 COMPARATIVE FEE SURVEY

Appendix B presents the results of the Comparative Fee Survey for DBI. Policy makers often request a comparison of their jurisdictional fees to those of surrounding or similar communities. The purpose of a comparison is to provide a sense of the local market pricing for services, and to use that information to gauge the impact of recommendations for fee adjustments.

In this effort, NBS worked with the DBI to choose five comparative agencies – cities of Los Angeles, Oakland, San Diego, San Jose and, Santa Clara. It is important to keep the following in mind when interpreting the general approach to, and use of, comparative survey data:

- Comparative surveys do not provide information about cost recovery policies or procedures inherent in each comparison agency.
- A “market-based” decision to price services below the full cost of service calculation is the same as deciding to subsidize that service.
- Comparative agencies may or may not base their fee amounts on the estimated and reasonable cost of providing services. NBS did not perform the same level of analysis of the comparative agencies’ fees.
- The results of comparative fee surveys are often non-conclusive for many fee categories. Comparison agencies typically use varied terminology for the provision of similar services.

NBS made every reasonable attempt to source each comparison agency's fee schedule from their respective websites and compile a comparison of fee categories and amounts for the most readily comparable fee items that match DBI's existing fee structure.

2.2.5 DATA SOURCES

The following data sources were used to support the cost of service analysis and fee establishment phases of this Study:

- The DBI's Adopted Budget for Fiscal Year 2024-25.
- A complete list of all DBI personnel, salary/wage rates, regular hours, paid benefits, and paid leave amounts provided by DBI.
- Prevailing fee schedules.
- Three-year average of annual permit data.

DBI's adopted budget serves as an important source of information that affects the cost of service results. NBS did not audit or validate DBI's financial documents and budget practices, nor was the cost information adjusted to reflect different levels of service or any specific, targeted performance benchmarks. This Study accepts DBI's budget as a legislatively adopted directive describing the most appropriate and reasonable level of DBI spending. NBS consultants accept the Board of Supervisors' deliberative process and DBI's budget plan and further assert that through this legislative process, DBI has yielded a reasonable and valid expenditure plan to use in setting cost-based fees.

3. DEPARTMENT OF BUILDING INSPECTION

Under the direction and management of the seven-member citizen Building Inspection Commission, the Department of Building Inspection (DBI) oversees the effective, efficient, fair and safe enforcement of the City and County of San Francisco's Building, Housing, Plumbing, Electrical, and Mechanical Codes, along with the Disability Access Regulations. DBI consists of three service areas:

- Permit Services - responsible for all steps of permit issuance to ensure that proposed construction meets all safety requirements in a timely professional manner. This includes:
 - Plan Review Services – responsible for review and approval of all permit applications to assure that proposed construction work meets accessibility, life and structural safety requirements of the code.
 - Technical Services – focuses on code interpretation, code and policy review and development, major emergency response planning and representation at the Board of Appeals, the Code Advisory Committee, the Public Advisory Committee, and other official bodies.
- Inspection Services – inspects buildings for compliance with code requirements, permit scope, and responds to building complaints. This includes:
 - Code Enforcement – investigates complaints of building code violations and compels building owners to fix the violations.
- Administration Services – also known as records management, this service area stores, maintains, and makes available records of buildings, including plans, permit applications, and job cards. This includes:
 - Management Information Services – archive and safeguard DBI's data; to manage network access to files and data; to scan, digitize and store plans, documents and drawings on the network; to develop and maintain an extensive client-server database to support the permitting functions and related complaint and inspection tracking functions; to supply software for common office applications, including: word processing, spreadsheet, database, presentation, telecommunications, and desktop layout; to install, repair, upgrade and maintain desktop computer equipment and peripherals, including printers, plotters, scanners; to provide daily HelpDesk support for computer-related problems, to assist end-users in graphic projects; provide in-house training; research technical issues; and to provide custom reports both for the public and DBI management.
 - Finance services – provide support to the Department in the areas of fiscal management, purchasing, and business analysis. This consists of budget preparation and reconciliation; revenue management; controlling labor and non-labor expenditures, capital expenditures and work order expenditures; accounts payable; performing internal audits, and employee claims management. In the area of purchasing, the division is involved in procuring materials and supplies; vendor identification and interfacing; and contract administration. The division also provides needs and operations analysis, revenue/expenditure analysis, and develops office policies and procedures.

3.1 Cost of Service Analysis

NBS developed a composite, fully burdened, hourly rates for DBI as shown in Table 2 below:

Table 2. Fully Burdened Hourly Rate

| Cost Element | Fee for Service: Admin Services | Fee for Service: Permits | Fee for Service: Inspections | Total |
|-------------------------------------|------------------------------------|-----------------------------|---------------------------------|----------------------|
| Labor | \$ 7,734,052 | \$ 8,569,727 | \$ 11,110,886 | \$ 27,414,666 |
| Recurring Non-Labor | 2,849,862 | 3,157,794 | 4,094,166 | 10,101,822 |
| Admin Support Activities | 9,902,312 | 11,546,848 | 20,710,987 | 42,160,146 |
| Division Total | \$ 20,486,226 | \$ 23,274,368 | \$ 35,916,039 | \$ 79,676,633 |
| Fully Burdened Hourly Rate | \$ 214 | \$ 439 | \$ 461 | |
| <i>Reference: Direct Hours Only</i> | 95,836 | 52,979 | 77,957 | |

| | | | |
|----------------------|---------------|---------------|---------------|
| Overtime Rate | \$ 242 | \$ 497 | \$ 511 |
|----------------------|---------------|---------------|---------------|

Section 2.2, *Methods of Analysis*, further describes the types of expenditures and allocated costs considered in the development of the rate. All subsequent cost of service calculations at the individual fee level assume a fully burdened hourly rate of **\$214** for Administration services, **\$439** for Permit services, and **\$461** for Inspection services.

3.2 Fee Establishment

The following is a summary of the overall changes to DBI’s fee schedule:

- Table 1A-A (new construction, alteration, no plans): no changes
- Table 1A-B (other building and plan review fees): deletion of fees that are no longer used or needed, such as plan review fees not covered in table 1A-A.
- Table 1A-C (plumbing/mechanical): no changes
- Table 1A-D (hourly rates):
 - Deletion of fees that are no longer used or needed, such as OSHPD inspection rate, and minimum charge for 30 minutes or less.
 - Addition of new fee category for off-hour inspections.
- Table 1A-E (electrical): reorganization of fee categories or clarification of fee names to create a more user-friendly fee structure, such as witness testing.
- Table 1A-F (specialty permits): Deletion of fees that are no longer used or needed, such as:
 - Bleachers permit fee
 - Chimney and flue permit fee
 - Demolition permit work
 - Extra permit work
 - Grading permit fee
 - Recommencement of work not completed

- Subsidewalk construction permit fee
- Table 1A-G (inspections, surveys and reports): Deletion of fees that are no longer used or needed, such as inspection fee, and re-inspection fee.
- Table 1A-H (sign permit fees): table was deleted
- Table 1A-J (miscellaneous fees): no changes
- Table 1A-K (penalties, hearings, code enforcement): Addition of new fee category for subordination, notated as “New” in the Current Fee / Deposit column of Appendix A.11.²
- Table 1A-L (public information):
 - Deletion of fees that are no longer used or needed, such as Electrostatic reproduction, 8.5 inch by 11 inch copy from aperture cards or from electronic copies of building records, and minimum microfilm reproduction charge.
 - Revision to hard copy prints from per page fees to flat fee per request.
- Table 1A-M (boiler fees): no changes
- Table 1A-N (energy conservation): no changes
- Table 1A-P (residential code enforcement and license fees): no changes
- Table 1A-Q (hotel conversion ordinance fees): no changes
- Table 1A-R (refunds): no changes
- Table 1A-S (unreinforced masonry bearing wall building retrofit): table was deleted

3.3 Cost Recovery Evaluation

Appendix A presents the results of the detailed cost recovery analysis of fees for the Department of Building Inspection. In the Appendix, the “Cost of Service per Activity” column establishes the maximum adoptable fee amount for the corresponding service identified in the “Fee Name” list.

Currently, DBI is recovering approximately 73% of the total cost of providing services from fees. As Table 3 shows, DBI collects approximately \$61.4 million per year in revenue at the current fee amounts. At full cost recovery and the same demand level for these services, DBI would recover approximately \$84 million.

² Refer to Section 2.2, *Methods of Analysis*, for additional discussion on the Study’s approach to adding, deleting, and revising fee categories.

Table 3. Cost Recovery Outcomes

| Fee Category | Annual Estimated Revenues at Current Fee | Annual Estimated Revenues at Full Cost Recovery Fee | Annual Cost Recovery Surplus/ Deficit | Existing Cost Recovery Percentage | Annual Estimated Revenues at Recommended Cost Recovery Fee | Recommended Cost Recovery Percentage |
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| 1A-A: New Construction Building Permit | 4,729,153 | 5,939,189 | (1,210,036) | 80% | 5,936,816 | 100% |
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| Total | \$ 61,437,168 | \$ 83,992,653 | \$ (22,555,485) | 73% | \$ 75,735,526 | 90% |

* sufficient data regarding activity levels for fees charged was not available for purposes of annual revenue analysis

NBS provided a full cost of service evaluation and the framework for considering fees, while DBI staff recommended fee amounts at the appropriate cost recovery levels at or below full cost amounts.

The “Recommended Fee / Deposit Level” column in Appendix A displays DBI staff’s initially recommended fee amounts. Based on this information, the initial recommendations for adjusted fee amounts are projected to recover approximately 90% of the total costs of providing fee-related services.

4. CONCLUSION

Based on the outcomes of the Cost of Service Analysis, Fee Establishment, and Cost Recovery Evaluation presented in this Study, DBI has prepared a proposed Master Fee Schedule for implementation and included it in the Department's Staff Report.

As discussed throughout this report, the intent of the proposed fee schedule is to improve DBI's recovery of costs incurred to provide individual services, as well as adjust fees where the fees charged exceed the average costs incurred. Predicting the amount to which any adopted fee increases will affect DBI revenues is difficult to quantify. For the near-term, DBI should not count on increased revenues to meet any specific expenditure plan. Experience with the revised fee amounts should be gained first before revenue projections are revised. However, unless there is some significant, long-term change in activity levels at DBI, proposed fee amendments should enhance DBI's cost recovery performance over time, providing it the ability to stretch other resources further for the benefit of the public at-large.

DBI's Master Fee Schedule should become a living document, but handled with care:

- A fundamental purpose of the fee schedule is to provide clarity and transparency to the public and to staff regarding fees imposed by DBI. Once adopted by the Board of Supervisors, the fee schedule is the final word on the amount and method in which fees should be charged and supersedes all previous fee schedules. If it is discovered that the master document is missing certain fees, those fees will eventually need to be added to the master fee schedule and should not exist outside the consolidated, master framework.
- DBI should consider adjusting these user fees and regulatory fees on an annual basis to keep pace with cost inflation. For all fees and charges, for example, DBI could use a Consumer Price Index adjustment that is applied to the new fee schedule. Conducting a comprehensive user fee Study is not an annual requirement, and only becomes worthwhile over time as shifts in organization, local practices, legislative values, or legal requirements result in significant change.

As a final note, it is worth mentioning the path that fees, in general, have taken in the State of California. In recent years, there is more public demand for the precise and equitable accounting of the basis for governmental fees and a greater say in when and how they are charged. It is likely that into the future, user and regulatory fees will require an even greater level of analysis and supporting data to meet the public's growing expectations. An agency's ability to meet these new pressures will depend on the level of technology they invest in their current systems. Continuous improvement and refinement of time tracking abilities will greatly enhance DBI's ability to set fees for service and identify unfunded activities in years to come.

Disclaimer: In preparing this report and the opinions and recommendations included herein, NBS has relied on a number of principal assumptions and considerations with regard to financial matters, conditions and events that may occur in the future. This information and assumptions, including DBI's budgets, time estimate data, and workload information from DBI staff, were provided by sources we believe to be reliable; however, NBS has not independently verified such information and assumptions. While we believe NBS' use of such information and assumptions is reasonable for the purpose of this report, some assumptions will invariably not materialize as stated herein and may vary significantly due to unanticipated events and circumstances. Therefore, the actual results can be expected to vary from those projected to the extent that actual future conditions differ from those assumed by us or provided to us by others.

APPENDIX A

Cost of Service Analysis (Fee Tables)

| Fee No. | Fee Name | Fee Unit / Type | Notes | Activity Service Cost Analysis | | | Estimated Average Labor Time Per Activity (hours) | Cost of Service Per Activity | Cost Recovery Analysis | | | | Estimated Volume of Activity | Annual Estimated Revenues | | |
|-------------|---|--------------------|-------|---|------------|--------|---|------------------------------|------------------------|--------------------------|---------------------------------|-----------------------------|------------------------------|---------------------------|--------------------|-------------|
| | | | | Estimated Average Labor Time Per Activity (hours) | | | | | Current Fee / Deposit | Existing Cost Recovery % | Recommended Fee / Deposit Level | Recommended Cost Recovery % | | Current Fee | Full Cost Recovery | Recommended |
| | | | | Admin | Plan Check | Insp | | | | | | | | | | |
| | | | | \$ 214 | \$ 439 | \$ 461 | | | | | | | | | | |
| 1A-A | NEW CONSTRUCTION BUILDING PERMIT | | | | | | | | | | | | | | | |
| | Building Permit Fee is the Plan Issuance Fee plus the Plan Review Fee | | | | | | | | | | | | | | | |
| 1 | New Construction Plan Review Fee | | | | | | | | | | | | | | | |
| | \$ 500 base fee up to \$500 | | | 0.25 | 0.25 | n/a | 0.50 | \$ 163 | \$ 151 | 92% | \$ 163 | 100% | 74 | \$ 11,174 | \$ 12,082 | \$ 12,082 |
| | each additional \$100 or fraction thereof | each add'l \$100 | | 0.000 | 0.017 | n/a | 0.02 | \$ 7.32 | \$ 6.23 | n/a | \$ 7.32 | n/a | 393 | \$ 2,448 | \$ 2,877 | \$ 2,877 |
| | \$ 2,000 base fee @ 2,000 | | | 0.25 | 0.50 | n/a | 0.75 | \$ 273 | \$ 244 | 89% | \$ 273 | 100% | 234 | \$ 57,096 | \$ 63,905 | \$ 63,905 |
| | each additional \$1,000 or fraction thereof | each add'l \$1,000 | | 0.026 | 0.026 | n/a | 0.05 | \$ 17.01 | \$ 14.97 | n/a | \$ 17.01 | n/a | 1,403 | \$ 21,003 | \$ 23,861 | \$ 23,861 |
| | \$ 50,000 base fee @ \$50,000 | | | 1.50 | 1.75 | n/a | 3.25 | \$ 1,089 | \$ 963 | 88% | \$ 1,089 | 100% | 27 | \$ 26,001 | \$ 29,415 | \$ 29,415 |
| | each additional \$1,000 or fraction thereof | each add'l \$1,000 | | 0.010 | 0.018 | n/a | 0.03 | \$ 10.19 | \$ 9.98 | n/a | \$ 10.19 | n/a | 1,392 | \$ 13,892 | \$ 14,187 | \$ 14,187 |
| | \$ 200,000 base fee @ \$200,000 | | | 3.00 | 4.50 | n/a | 7.50 | \$ 2,618 | \$ 2,460 | 94% | \$ 2,618 | 100% | 10 | \$ 24,600 | \$ 26,182 | \$ 26,182 |
| | each additional \$1,000 or fraction thereof | each add'l \$1,000 | | 0.017 | 0.008 | n/a | 0.03 | \$ 7.22 | \$ 6.98 | n/a | \$ 7.22 | n/a | 906 | \$ 6,324 | \$ 6,545 | \$ 6,545 |
| | \$ 500,000 base fee @ \$500,000 | | | 8.00 | 7.00 | n/a | 15.00 | \$ 4,785 | \$ 4,555 | 95% | \$ 4,785 | 100% | 9 | \$ 40,995 | \$ 43,068 | \$ 43,068 |
| | each additional \$1,000 or fraction thereof | each add'l \$1,000 | | 0.016 | 0.008 | n/a | 0.02 | \$ 6.93 | \$ 6.23 | n/a | \$ 6.93 | n/a | 2,326 | \$ 14,491 | \$ 16,130 | \$ 16,130 |
| | \$ 1,000,000 base fee @ \$100,000,000 | | | 16.00 | 11.00 | n/a | 27.00 | \$ 8,253 | \$ 7,671 | 93% | \$ 8,253 | 100% | 16 | \$ 122,736 | \$ 132,042 | \$ 132,042 |
| | each additional \$1,000 or fraction thereof | each add'l \$1,000 | | 0.009 | 0.009 | n/a | 0.02 | \$ 5.55 | \$ 5.49 | n/a | \$ 5.55 | n/a | 13,152 | \$ 72,204 | \$ 73,008 | \$ 73,008 |
| | \$ 5,000,000 base fee @ 5,000,000 | | | 50.00 | 45.00 | n/a | 95.00 | \$ 30,457 | \$ 29,614 | 97% | \$ 30,457 | 100% | 6 | \$ 177,684 | \$ 182,743 | \$ 182,743 |
| | each additional \$1,000 or fraction thereof | each add'l \$1,000 | | 0.002 | 0.005 | n/a | 0.01 | \$ 2.33 | \$ 2.14 | n/a | \$ 2.33 | n/a | 237,942 | \$ 509,196 | \$ 555,315 | \$ 555,315 |
| | \$ 50,000,000 base fee @ 50,000,000 | | | 120.00 | 250.00 | n/a | 370.00 | \$ 135,479 | \$ 125,869 | 93% | \$ 135,479 | 100% | 7 | \$ 881,083 | \$ 948,355 | \$ 948,355 |
| | each additional \$1,000 or fraction thereof | each add'l \$1,000 | | 0.002 | 0.004 | n/a | 0.01 | \$ 2.10 | \$ 2.16 | n/a | \$ 2.10 | n/a | 120,064 | \$ 259,338 | \$ 252,046 | \$ 252,046 |
| | \$ 100,000,000 base fee @ 100,000,000 | | | 200.00 | 450.00 | n/a | 650.00 | \$ 240,442 | \$ 233,969 | 97% | \$ 240,442 | 100% | 2 | \$ 467,938 | \$ 480,885 | \$ 480,885 |
| | each additional \$1,000 or fraction thereof | each add'l \$1,000 | | 0.004 | 0.004 | n/a | 0.01 | \$ 2.39 | \$ 0.97 | n/a | \$ 2.39 | n/a | 53,974 | \$ 52,355 | \$ 129,140 | \$ 129,140 |
| | \$ 200,000,000 base fee @ 200,000,000 | | | 600.00 | 800.00 | n/a | 1,400.00 | \$ 479,707 | \$ 330,569 | 69% | \$ 479,707 | 100% | 1 | \$ 330,569 | \$ 479,707 | \$ 479,707 |
| | each additional \$1,000 or fraction thereof | each add'l \$1,000 | | 0.003 | 0.004 | n/a | 0.01 | \$ 2.40 | \$ 1.77 | n/a | \$ 2.40 | n/a | - | \$ - | \$ - | \$ - |

| Fee No. | Fee Name | Fee Unit / Type | Notes | Activity Service Cost Analysis | | | Estimated Average Labor Time Per Activity (hours) | Cost of Service Per Activity | Cost Recovery Analysis | | | | Estimated Volume of Activity | Annual Estimated Revenues | | | |
|--------------|---|---|-------|---|------------|--------|---|------------------------------|------------------------|--------------------------|---------------------------------|-----------------------------|------------------------------|---------------------------|--------------------|--------------|--|
| | | | | Estimated Average Labor Time Per Activity (hours) | | | | | Current Fee / Deposit | Existing Cost Recovery % | Recommended Fee / Deposit Level | Recommended Cost Recovery % | | Current Fee | Full Cost Recovery | Recommended | |
| | | | | Admin | Plan Check | Insp | | | | | | | | | | | |
| | | | | \$ 214 | \$ 439 | \$ 461 | | | | | | | | | | | |
| 2 | New Construction Permit Issuance Fee | | | | | | | | | | | | | | | | |
| | \$ 500 | base fee up to \$500 | | 0.25 | n/a | 0.25 | 0.50 | \$ 169 | \$ 65 | 39% | \$ 117 | 69% | 2 | \$ 130 | \$ 337 | \$ 234 | |
| | | each additional \$100 or fraction thereof | | 0.000 | n/a | 0.017 | 0.02 | \$ 7.68 | \$ 2.68 | n/a | \$ 4.80 | n/a | 7 | \$ 19 | \$ 54 | \$ 34 | |
| | \$ 2,000 | base fee @ 2,000 | | 0.25 | n/a | 0.50 | 0.75 | \$ 284 | \$ 105 | 37% | \$ 189 | 67% | 36 | \$ 3,780 | \$ 10,217 | \$ 6,804 | |
| | | each additional \$1,000 or fraction thereof | | 0.005 | n/a | 0.005 | 0.01 | \$ 3.51 | \$ 6.42 | n/a | \$ 5.49 | n/a | 589 | \$ 3,781 | \$ 2,069 | \$ 3,232 | |
| | \$ 50,000 | base fee @ \$50,000 | | 0.50 | n/a | 0.75 | 1.25 | \$ 452 | \$ 413 | 91% | \$ 452 | 100% | 30 | \$ 12,390 | \$ 13,573 | \$ 13,573 | |
| | | each additional \$1,000 or fraction thereof | | 0.002 | n/a | 0.010 | 0.01 | \$ 4.96 | \$ 4.28 | n/a | \$ 4.96 | n/a | 1,615 | \$ 6,912 | \$ 8,016 | \$ 8,016 | |
| | \$ 200,000 | base fee @ \$200,000 | | 0.75 | n/a | 2.25 | 3.00 | \$ 1,197 | \$ 1,055 | 88% | \$ 1,197 | 100% | 15 | \$ 15,825 | \$ 17,954 | \$ 17,954 | |
| | | each additional \$1,000 or fraction thereof | | 0.005 | n/a | 0.006 | 0.01 | \$ 3.76 | \$ 2.99 | n/a | \$ 3.76 | n/a | 1,273 | \$ 3,806 | \$ 4,782 | \$ 4,782 | |
| | \$ 500,000 | base fee @ \$500,000 | | 2.25 | n/a | 4.00 | 6.25 | \$ 2,324 | \$ 1,952 | 84% | \$ 2,324 | 100% | 12 | \$ 23,424 | \$ 27,886 | \$ 27,886 | |
| | | each additional \$1,000 or fraction thereof | | 0.001 | n/a | 0.006 | 0.01 | \$ 2.87 | \$ 2.68 | n/a | \$ 2.87 | n/a | 2,299 | \$ 6,161 | \$ 6,601 | \$ 6,601 | |
| | \$ 1,000,000 | base fee @ \$100,000,000 | | 2.50 | n/a | 7.00 | 9.50 | \$ 3,759 | \$ 3,291 | 88% | \$ 3,759 | 100% | 13 | \$ 42,783 | \$ 48,872 | \$ 48,872 | |
| | | each additional \$1,000 or fraction thereof | | 0.000 | n/a | 0.005 | 0.01 | \$ 2.47 | \$ 2.36 | n/a | \$ 2.47 | n/a | 14,925 | \$ 35,223 | \$ 36,897 | \$ 36,897 | |
| | \$ 5,000,000 | base fee @ 5,000,000 | | 3.50 | n/a | 28.00 | 31.50 | \$ 13,648 | \$ 12,721 | 93% | \$ 13,648 | 100% | 10 | \$ 127,210 | \$ 136,481 | \$ 136,481 | |
| | | each additional \$1,000 or fraction thereof | | 0.000 | n/a | 0.003 | 0.00 | \$ 1.29 | \$ 1.20 | n/a | \$ 1.29 | n/a | 163,225 | \$ 195,870 | \$ 210,466 | \$ 210,466 | |
| | \$ 50,000,000 | base fee @ 50,000,000 | | 12.00 | n/a | 150.00 | 162.00 | \$ 71,672 | \$ 66,541 | 93% | \$ 71,672 | 100% | 8 | \$ 532,328 | \$ 573,377 | \$ 573,377 | |
| | | each additional \$1,000 or fraction thereof | | 0.000 | n/a | 0.003 | 0.00 | \$ 1.46 | \$ 1.54 | n/a | \$ 1.46 | n/a | 169,177 | \$ 260,533 | \$ 246,845 | \$ 246,845 | |
| | \$ 100,000,000 | base fee @ 100,000,000 | | 30.00 | n/a | 300.00 | 330.00 | \$ 144,627 | \$ 143,591 | 99% | \$ 144,627 | 100% | 2 | \$ 287,182 | \$ 289,254 | \$ 289,254 | |
| | | each additional \$1,000 or fraction thereof | | 0.000 | n/a | 0.005 | 0.01 | \$ 2.37 | \$ 1.06 | n/a | \$ 2.37 | n/a | 30,081 | \$ 31,886 | \$ 71,223 | \$ 71,223 | |
| | \$ 200,000,000 | base fee @ 200,000,000 | | 60.00 | n/a | 800.00 | 860.00 | \$ 381,396 | \$ 24,391 | 6% | \$ 381,396 | 100% | 2 | \$ 48,782 | \$ 762,793 | \$ 762,793 | |
| | | each additional \$1,000 or fraction thereof | | 0.000 | n/a | 0.004 | 0.00 | \$ 1.91 | \$ 2.17 | n/a | \$ 1.91 | n/a | - | \$ - | \$ - | \$ - | |
| TOTAL | | | | | | | | | | | | | | \$ 4,729,153 | \$ 5,939,189 | \$ 5,936,816 | |

| Fee No. | Fee Name | Fee Unit / Type | Notes | Activity Service Cost Analysis | | | | Cost Recovery Analysis | | | | Annual Estimated Revenue Analysis | | | | |
|-------------|---|---|-------|---|------------|--------|---|------------------------------|-----------------------|--------------------------|---------------------------------|-----------------------------------|------------------------------|---------------------------|--------------------|--------------|
| | | | | Estimated Average Labor Time Per Activity (hours) | | | Estimated Average Labor Time Per Activity (hours) | Cost of Service Per Activity | Current Fee / Deposit | Existing Cost Recovery % | Recommended Fee / Deposit Level | Recommended Cost Recovery % | Estimated Volume of Activity | Annual Estimated Revenues | | |
| | | | | Admin | Plan Check | Insp | | | | | | | | Current Fee | Full Cost Recovery | Recommended |
| | | | | \$ 214 | \$ 439 | \$ 461 | | | | | | | | | | |
| 1A-A | ALTERATION BUILDING PERMIT | | [1,2] | | | | | | | | | | | | | |
| | Building Permit Fee is the Plan Issuance Fee plus the Plan Review Fee | | | | | | | | | | | | | | | |
| 1 | Alteration Building Plan Review Fee | | | | | | | | | | | | | | | |
| | \$ 500 | base fee up to \$500 | | 0.25 | 0.25 | n/a | 0.50 | \$ 163 | \$ 167 | 102% | \$ 163 | 100% | 1,102 | \$ 184,034 | \$ 179,922 | \$ 179,922 |
| | | each additional \$100 or fraction thereof | | 0.000 | 0.017 | n/a | 0.02 | \$ 7.32 | \$ 3.37 | n/a | \$ 6.45 | n/a | 979 | \$ 3,299 | \$ 7,168 | \$ 6,313 |
| | \$ 2,000 | base fee @ 2,000 | | 0.25 | 0.50 | n/a | 0.75 | \$ 273 | \$ 217 | 79% | \$ 260 | 95% | 3,320 | \$ 720,440 | \$ 906,679 | \$ 863,200 |
| | | each additional \$1,000 or fraction thereof | | 0.026 | 0.036 | n/a | 0.06 | \$ 21.58 | \$ 20.44 | n/a | \$ 21.86 | n/a | 59,796 | \$ 1,222,230 | \$ 1,290,595 | \$ 1,306,909 |
| | \$ 50,000 | base fee @ \$50,000 | | 1.50 | 2.25 | n/a | 3.75 | \$ 1,309 | \$ 1,198 | 92% | \$ 1,309 | 100% | 2,425 | \$ 2,905,150 | \$ 3,174,554 | \$ 3,174,554 |
| | | each additional \$1,000 or fraction thereof | | 0.012 | 0.023 | n/a | 0.04 | \$ 12.74 | \$ 12.22 | n/a | \$ 12.74 | n/a | 118,419 | \$ 1,447,080 | \$ 1,509,189 | \$ 1,509,189 |
| | \$ 200,000 | base fee @ \$200,000 | | 3.25 | 5.75 | n/a | 9.00 | \$ 3,221 | \$ 3,032 | 94% | \$ 3,221 | 100% | 788 | \$ 2,389,216 | \$ 2,537,965 | \$ 2,537,965 |
| | | each additional \$1,000 or fraction thereof | | 0.019 | 0.015 | n/a | 0.03 | \$ 10.69 | \$ 9.98 | n/a | \$ 10.69 | n/a | 78,644 | \$ 784,867 | \$ 840,453 | \$ 840,453 |
| | \$ 500,000 | base fee @ \$500,000 | | 9.00 | 10.25 | n/a | 19.25 | \$ 6,427 | \$ 6,026 | 94% | \$ 6,427 | 100% | 345 | \$ 2,078,970 | \$ 2,217,249 | \$ 2,217,249 |
| | | each additional \$1,000 or fraction thereof | | 0.018 | 0.009 | n/a | 0.03 | \$ 7.58 | \$ 6.87 | n/a | \$ 7.58 | n/a | 61,479 | \$ 422,361 | \$ 466,127 | \$ 466,127 |
| | \$ 1,000,000 | base fee @ \$1,000,000 | | 18.00 | 14.50 | n/a | 32.50 | \$ 10,218 | \$ 9,459 | 93% | \$ 10,218 | 100% | 292 | \$ 2,762,028 | \$ 2,983,584 | \$ 2,983,584 |
| | | each additional \$1,000 or fraction thereof | | 0.009 | 0.011 | n/a | 0.02 | \$ 6.97 | \$ 6.23 | n/a | \$ 6.97 | n/a | 283,790 | \$ 1,768,012 | \$ 1,979,286 | \$ 1,979,286 |
| | \$ 5,000,000 | base fee @ 5,000,000 | | 55.00 | 60.00 | n/a | 115.00 | \$ 38,116 | \$ 34,391 | 90% | \$ 38,116 | 100% | 53 | \$ 1,822,723 | \$ 2,020,129 | \$ 2,020,129 |
| | | each additional \$1,000 or fraction thereof | | 0.002 | 0.004 | n/a | 0.01 | \$ 2.02 | \$ 1.92 | n/a | \$ 2.02 | n/a | 536,387 | \$ 1,029,863 | \$ 1,081,297 | \$ 1,081,297 |
| | \$ 50,000,000 | base fee @ 50,000,000 | | 130.00 | 230.00 | n/a | 360.00 | \$ 128,831 | \$ 120,813 | 94% | \$ 128,831 | 100% | 8 | \$ 966,504 | \$ 1,030,646 | \$ 1,030,646 |
| | | each additional \$1,000 or fraction thereof | | 0.002 | 0.005 | n/a | 0.01 | \$ 2.78 | \$ 2.36 | n/a | \$ 2.78 | n/a | 182,308 | \$ 430,247 | \$ 506,529 | \$ 506,529 |
| | \$ 100,000,000 | base fee @ 100,000,000 | | 225.00 | 500.00 | n/a | 725.00 | \$ 267,752 | \$ 238,688 | 89% | \$ 267,752 | 100% | 6 | \$ 1,432,128 | \$ 1,606,512 | \$ 1,606,512 |
| | | each additional \$1,000 or fraction thereof | | 0.004 | 0.004 | n/a | 0.01 | \$ 2.67 | \$ 0.86 | n/a | \$ 2.67 | n/a | 290,136 | \$ 249,517 | \$ 773,427 | \$ 773,427 |
| | \$ 200,000,000 | base fee @ 200,000,000 | | 650.00 | 900.00 | n/a | 1,550.00 | \$ 534,326 | \$ 324,938 | 61% | \$ 534,326 | 100% | 3 | \$ 974,814 | \$ 1,602,978 | \$ 1,602,978 |
| | | each additional \$1,000 or fraction thereof | | 0.003 | 0.005 | n/a | 0.01 | \$ 2.67 | \$ 1.83 | n/a | \$ 2.67 | n/a | 162,550 | \$ 297,467 | \$ 434,273 | \$ 434,273 |

| Fee No. | Fee Name | Fee Unit / Type | Notes | Activity Service Cost Analysis | | | | Cost Recovery Analysis | | | | Annual Estimated Revenue Analysis | | | | | |
|--------------|--|---|-------|---|------------|--------|---|------------------------------|-----------------------|--------------------------|---------------------------------|-----------------------------------|------------------------------|---------------------------|--------------------|--------------|--|
| | | | | Estimated Average Labor Time Per Activity (hours) | | | Estimated Average Labor Time Per Activity (hours) | Cost of Service Per Activity | Current Fee / Deposit | Existing Cost Recovery % | Recommended Fee / Deposit Level | Recommended Cost Recovery % | Estimated Volume of Activity | Annual Estimated Revenues | | | |
| | | | | Admin | Plan Check | Insp | | | | | | | | Current Fee | Full Cost Recovery | Recommended | |
| | | | | \$ 214 | \$ 439 | \$ 461 | | | | | | | | | | | |
| 2 | Alteration Building Permit Issuance Fee | | | | | | | | | | | | | | | | |
| | \$ 500 | base fee up to \$500 | | 0.25 | n/a | 0.25 | 0.50 | \$ 169 | \$ 71 | 42% | \$ 128 | 76% | 1,048 | \$ 74,408 | \$ 176,713 | \$ 134,144 | |
| | | each additional \$100 or fraction thereof | | 0.000 | n/a | 0.017 | 0.02 | \$ 7.68 | \$ 1.45 | n/a | \$ 2.67 | n/a | 863 | \$ 1,251 | \$ 6,627 | \$ 2,301 | |
| | \$ 2,000 | base fee @ 2,000 | | 0.25 | n/a | 0.50 | 0.75 | \$ 284 | \$ 93 | 33% | \$ 168 | 59% | 3,112 | \$ 289,416 | \$ 883,178 | \$ 522,816 | |
| | | each additional \$1,000 or fraction thereof | | 0.005 | n/a | 0.005 | 0.01 | \$ 3.51 | \$ 8.76 | n/a | \$ 5.93 | n/a | 57,060 | \$ 499,846 | \$ 200,446 | \$ 338,101 | |
| | \$ 50,000 | base fee @ \$50,000 | | 0.50 | n/a | 0.75 | 1.25 | \$ 452 | \$ 514 | 114% | \$ 452 | 100% | 2,227 | \$ 1,144,678 | \$ 1,007,533 | \$ 1,007,533 | |
| | | each additional \$1,000 or fraction thereof | | 0.002 | n/a | 0.010 | 0.01 | \$ 4.96 | \$ 5.24 | n/a | \$ 4.96 | n/a | 107,117 | \$ 561,293 | \$ 531,665 | \$ 531,665 | |
| | \$ 200,000 | base fee @ \$200,000 | | 0.75 | n/a | 2.25 | 3.00 | \$ 1,197 | \$ 1,300 | 109% | \$ 1,197 | 100% | 649 | \$ 843,700 | \$ 776,806 | \$ 776,806 | |
| | | each additional \$1,000 or fraction thereof | | 0.005 | n/a | 0.006 | 0.01 | \$ 3.76 | \$ 4.28 | n/a | \$ 3.76 | n/a | 62,486 | \$ 267,440 | \$ 234,717 | \$ 234,717 | |
| | \$ 500,000 | base fee @ \$500,000 | | 2.25 | n/a | 4.00 | 6.25 | \$ 2,324 | \$ 2,584 | 111% | \$ 2,324 | 100% | 247 | \$ 638,248 | \$ 573,984 | \$ 573,984 | |
| | | each additional \$1,000 or fraction thereof | | 0.001 | n/a | 0.006 | 0.01 | \$ 2.87 | \$ 2.94 | n/a | \$ 2.87 | n/a | 44,301 | \$ 130,245 | \$ 127,195 | \$ 127,195 | |
| | \$ 1,000,000 | base fee @ \$100,000,000 | | 2.50 | n/a | 7.00 | 9.50 | \$ 3,759 | \$ 4,056 | 108% | \$ 3,759 | 100% | 227 | \$ 920,712 | \$ 853,385 | \$ 853,385 | |
| | | each additional \$1,000 or fraction thereof | | 0.000 | n/a | 0.005 | 0.01 | \$ 2.47 | \$ 2.68 | n/a | \$ 2.47 | n/a | 219,655 | \$ 588,675 | \$ 543,028 | \$ 543,028 | |
| | \$ 5,000,000 | base fee @ 5,000,000 | | 3.50 | n/a | 28.00 | 31.50 | \$ 13,648 | \$ 14,774 | 108% | \$ 13,648 | 100% | 25 | \$ 369,350 | \$ 341,204 | \$ 341,204 | |
| | | each additional \$1,000 or fraction thereof | | 0.000 | n/a | 0.003 | 0.00 | \$ 1.29 | \$ 1.08 | n/a | \$ 1.29 | n/a | 115,989 | \$ 125,268 | \$ 149,559 | \$ 149,559 | |
| | \$ 50,000,000 | base fee @ 50,000,000 | | 12.00 | n/a | 150.00 | 162.00 | \$ 71,672 | \$ 63,419 | 88% | \$ 71,672 | 100% | - | \$ - | \$ - | \$ - | |
| | | each additional \$1,000 or fraction thereof | | 0.000 | n/a | 0.003 | 0.00 | \$ 1.46 | \$ 1.69 | n/a | \$ 1.46 | n/a | - | \$ - | \$ - | \$ - | |
| | \$ 100,000,000 | base fee @ 100,000,000 | | 30.00 | n/a | 300.00 | 330.00 | \$ 144,627 | \$ 147,944 | 102% | \$ 144,627 | 100% | - | \$ - | \$ - | \$ - | |
| | | each additional \$1,000 or fraction thereof | | 0.000 | n/a | 0.005 | 0.01 | \$ 2.37 | \$ 0.97 | n/a | \$ 2.37 | n/a | - | \$ - | \$ - | \$ - | |
| | \$ 200,000,000 | base fee @ 200,000,000 | | 60.00 | n/a | 800.00 | 860.00 | \$ 381,396 | \$ 244,544 | 64% | \$ 381,396 | 100% | - | \$ - | \$ - | \$ - | |
| | | each additional \$1,000 or fraction thereof | | 0.000 | n/a | 0.004 | 0.00 | \$ 1.91 | \$ 2.22 | n/a | \$ 1.91 | n/a | - | \$ - | \$ - | \$ - | |
| TOTAL | | | | | | | | | | | | | \$ 30,345,480 | \$ 33,554,602 | \$ 33,256,981 | | |

| Fee No. | Fee Name | Fee Unit / Type | Notes | Activity Service Cost Analysis | | | Cost Recovery Analysis | | | | | Annual Estimated Revenue Analysis | | | | |
|--------------|---------------------------------------|---|-------|---|------------|--------|---|------------------------------|------------------------------|--------------------------|---------------------------------|-----------------------------------|------------------------------|---------------------------|--------------------|--------------|
| | | | | Estimated Average Labor Time Per Activity (hours) | | | Estimated Average Labor Time Per Activity (hours) | Cost of Service Per Activity | Current Fee / Deposit | Existing Cost Recovery % | Recommended Fee / Deposit Level | Recommended Cost Recovery % | Estimated Volume of Activity | Annual Estimated Revenues | | |
| | | | | Admin | Plan Check | Insp | | | | | | | | Current Fee | Full Cost Recovery | Recommended |
| | | | | \$ 214 | \$ 439 | \$ 461 | | | | | | | | | | |
| 1A-A | NO PLANS PERMIT | | | | | | | | | | | | | | | |
| 1 | No Plans Permit - Permit Issuance Fee | | | | | | | | | | | | | | | |
| | \$ 500 | base fee up to \$500 | | 0.25 | n/a | 0.25 | 0.50 | \$ 169 | \$ 193 | 114% | \$ 169 | 100% | 1,017 | \$ 196,281 | \$ 171,486 | \$ 171,486 |
| | | each additional \$100 or fraction thereof | | 0.000 | n/a | 0.017 | 0.02 | \$ 7.68 | \$ 4.28 | n/a | \$ 7.68 | n/a | 1,921 | \$ 8,222 | \$ 14,751 | \$ 14,751 |
| | \$ 2,000 | base fee @ 2,000 | | 0.25 | n/a | 0.50 | 0.75 | \$ 284 | \$ 257 | 91% | \$ 284 | 100% | 5,584 | \$ 1,435,088 | \$ 1,584,726 | \$ 1,584,726 |
| | | each additional \$1,000 or fraction thereof | | 0.026 | n/a | 0.005 | 0.03 | \$ 7.97 | \$ 6.23 | n/a | \$ 7.97 | n/a | 92,068 | \$ 573,584 | \$ 733,444 | \$ 733,444 |
| | \$ 50,000 | base fee @ \$50,000 | | 1.50 | n/a | 0.75 | 2.25 | \$ 666 | \$ 556 | 83% | \$ 666 | 100% | 629 | \$ 349,724 | \$ 419,028 | \$ 419,028 |
| | | each additional \$1,000 or fraction thereof | | 0.030 | n/a | 0.015 | 0.05 | \$ 13.32 | \$ 3.06 | n/a | \$ 13.32 | n/a | 17,134 | \$ 52,430 | \$ 228,287 | \$ 228,287 |
| | \$200,000+ | flat | | | | | | | Plans required for submittal | | Plans required for submittal | | | | | |
| TOTAL | | | | | | | | | | | | | \$ 2,615,329 | \$ 3,151,721 | \$ 3,151,721 | |

| Fee No. | Fee Name | Fee Unit / Type | Notes | Activity Service Cost Analysis | | | | Cost Recovery Analysis | | | | Annual Estimated Revenue Analysis | | | | |
|--------------|---|--------------------|-------|---|------------|--------|---|------------------------------|-----------------------------------|--------------------------|---------------------------------|-----------------------------------|------------------------------|---------------------------|--------------------|--------------|
| | | | | Estimated Average Labor Time Per Activity (hours) | | | Estimated Average Labor Time Per Activity (hours) | Cost of Service Per Activity | Current Fee / Deposit | Existing Cost Recovery % | Recommended Fee / Deposit Level | Recommended Cost Recovery % | Estimated Volume of Activity | Annual Estimated Revenues | | |
| | | | | Admin | Plan Check | Insp | | | | | | | | Current Fee | Full Cost Recovery | Recommended |
| | | | | \$ 214 | \$ 439 | \$ 461 | | | | | | | | | | |
| 1A-B | OTHER BUILDING PERMIT AND PLAN REVIEW FEES | | | | | | | | | | | | | | | |
| | Building Permit Fee is the Plan Issuance Fee plus the Plan Review Fee | | | | | | | | | | | | | | | |
| 1 | Back Check Fee | hourly | | 1.00 | 0.00 | n/a | 1.00 | \$ 214 | \$ 200 | 94% | \$ 214 | 100% | 740 | \$ 148,016 | \$ 158,203 | \$ 158,203 |
| 2 | Commencement of work not started (expired permit) | | | | | | | | | | | | | | | |
| | a. Building, plumbing, mechanical, or electric permit fee | per review | | | | | | | 75% of current fee | | 75% of original fee | | | | | |
| | b. Plan Review Fee | per review | | | | | | | 100% of current fee | | 100% of original fee | | | | | |
| 3 | Permit Facilitator Fee | hourly - 3 hr min | | 1.00 | 0.00 | n/a | 1.00 | \$ 214 | \$ 200 | 94% | \$ 214 | 100% | - | \$ - | \$ - | \$ - |
| 4 | Pre-application Plan Review Fee | | | | | | | | | | | | | | | |
| | Central Permit Bureau Processing Fee | per review | | | | | | | See table 1A-J | | See table 1A-J | | | | | |
| | Plan Review | hourly (min 4 hrs) | | 0.00 | 1.00 | 0.00 | 1.00 | \$ 439 | \$ 200 | 46% | \$ 239 | 54% | 10 | \$ 2,000 | \$ 4,393 | \$ 2,390 |
| 5 | Reduced Plan Review Fee (Repeat Plan Check) | per review | | | | | | | 50% of plan review fee | | 50% of plan review fee | | | | | |
| 6 | Sign Plan Review Fee | per review | | | | | | | See table 1A-A | | See table 1A-A | | | | | |
| | | | | | | | | | 25% of plan review fee. Min \$500 | | | | | | | |
| 7 | Site Permit Fee | per review | | 10.00 | 15.00 | 0.00 | 25.00 | \$ 8,727 | \$ 3,561 | 41% | \$ 4,987 | 57% | 205 | \$ 728,794 | \$ 1,786,128 | \$ 1,020,639 |
| 8 | Premium Plan Review Fee | | | | | | | | | | | | | | | |
| | Submitted Application | per hour | | 0.00 | 1.00 | 0.00 | 1.00 | \$ 497 | 50% of Plan Review fee + \$1000 | % | \$ 497 | 100% | - | \$ - | \$ - | \$ - |
| | Over the Counter (by appointment) | per hour | | 0.00 | 1.00 | 0.00 | 1.00 | \$ 497 | 50% of Plan Review fee + \$400 | % | \$ 497 | 100% | - | \$ - | \$ - | \$ - |
| 9 | Other Services | per review | | | | | | | Hourly rate per table 1A-D | | Hourly rate per table 1A-D | | | | | |
| TOTAL | | | | | | | | | | | | | \$ 878,810 | \$ 1,948,724 | \$ 1,181,232 | |

| Fee No. | Fee Name | Fee Unit / Type | Notes | Activity Service Cost Analysis | | | | Cost Recovery Analysis | | | | Annual Estimated Revenue Analysis | | | | | |
|---------|--|-----------------|-------|---|------------|--------|---|------------------------------|-----------------------|--------------------------|---------------------------------|-----------------------------------|------------------------------|---------------------------|--------------------|--------------|--|
| | | | | Estimated Average Labor Time Per Activity (hours) | | | Estimated Average Labor Time Per Activity (hours) | Cost of Service Per Activity | Current Fee / Deposit | Existing Cost Recovery % | Recommended Fee / Deposit Level | Recommended Cost Recovery % | Estimated Volume of Activity | Annual Estimated Revenues | | | |
| | | | | Admin | Plan Check | Insp | | | | | | | | Current Fee | Full Cost Recovery | Recommended | |
| | | | | \$ 214 | \$ 439 | \$ 461 | | | | | | | | | | | |
| 1A-C | PLUMBING/MECHANICAL ISSUANCE AND INSPECTION FEES | | | | | | | | | | | | | | | | |
| | Permit Issuance Fees by Category | | | | | | | | | | | | | | | | |
| 1 | Category 1P <i>Single Residential Unit – water service, sewer replacement, single plumbing fixture installation, shower pan installation, or a single kitchen or bathroom remodel (maximum two inspections)</i> | per permit | | 0.25 | 0.00 | 0.50 | 0.75 | \$ 284 | \$ 171 | 60% | \$ 205 | 72% | 6,116 | \$ 1,045,836 | \$ 1,735,707 | \$ 1,253,780 | |
| 2 | Category 1M <i>Single Residential Unit – mechanical gas appliance (furnace, hydronic heat, heat pump) (maximum two inspections)</i> | per permit | | 0.25 | 0.00 | 0.50 | 0.75 | \$ 284 | \$ 160 | 56% | \$ 193 | 68% | 2,066 | \$ 330,560 | \$ 586,326 | \$ 398,738 | |
| 3 | Category 2PA <i>Plumbing installation for residential construction with 6 or less dwelling units or guest rooms; without underground plumbing installation (includes water, gas, waste, and vent) (maximum three inspections)</i> | per permit | | 0.25 | 0.00 | 1.00 | 1.25 | \$ 514 | \$ 294 | 57% | \$ 352 | 68% | 3,516 | \$ 1,033,704 | \$ 1,807,766 | \$ 1,237,632 | |
| 4 | Category 2PB <i>Plumbing installation for residential construction with 6 dwelling units or guest rooms or less; with underground plumbing installation (includes water, gas, waste, and vent) (maximum four inspections)</i> | per permit | | 0.25 | 0.00 | 1.25 | 1.50 | \$ 629 | \$ 428 | 68% | \$ 513 | 82% | 1,619 | \$ 692,932 | \$ 1,018,889 | \$ 830,547 | |
| 5 | Category 2M <i>Mechanical gas appliances for residential construction with 6 dwelling units or guest rooms or less (maximum three inspections)</i> | per permit | | 0.25 | 0.00 | 0.75 | 1.00 | \$ 399 | \$ 257 | 64% | \$ 309 | 77% | 460 | \$ 118,220 | \$ 183,529 | \$ 142,140 | |
| 6 | Category 3PA <i>7 – 12 Dwelling Units (maximum five inspections)</i> | per permit | | 0.50 | 0.00 | 2.00 | 2.50 | \$ 1,028 | \$ 615 | 60% | \$ 739 | 72% | - | \$ - | \$ - | \$ - | |
| 7 | Category 3PB <i>13 – 36 Dwelling Units (maximum eight inspections)</i> | per permit | | 1.00 | 0.00 | 4.00 | 5.00 | \$ 2,057 | \$ 1,230 | 60% | \$ 1,479 | 72% | - | \$ - | \$ - | \$ - | |
| 8 | Category 3PC <i>Over 36 Dwelling Units (maximum 30 inspections)</i> | per permit | | 4.00 | 0.00 | 16.00 | 20.00 | \$ 8,226 | \$ 5,134 | 62% | \$ 6,173 | 75% | - | \$ - | \$ - | \$ - | |
| 9 | Category 3MA <i>7 – 12 Dwelling Units (maximum six inspections)</i> | per permit | | 2.00 | 0.00 | 2.00 | 4.00 | \$ 1,349 | \$ 615 | 46% | \$ 740 | 55% | - | \$ - | \$ - | \$ - | |
| 10 | Category 3MB <i>13 – 36 Dwelling Units (maximum eight inspections)</i> | per permit | | 2.00 | 0.00 | 4.75 | 6.75 | \$ 2,616 | \$ 1,230 | 47% | \$ 1,472 | 56% | - | \$ - | \$ - | \$ - | |
| 11 | Category 3MC <i>Over 36 Dwelling Units (maximum 30 inspections)</i> | per permit | | 8.00 | 0.00 | 20.00 | 28.00 | \$ 10,924 | \$ 5,134 | 47% | \$ 6,150 | 56% | - | \$ - | \$ - | \$ - | |
| 12 | Category 4PA | | | | | | | | | | | | | | | | |

| Fee No. | Fee Name | Fee Unit / Type | Notes | Activity Service Cost Analysis | | | Estimated Average Labor Time Per Activity (hours) | Cost of Service Per Activity | Cost Recovery Analysis | | | | Estimated Volume of Activity | Annual Estimated Revenue Analysis | | |
|--------------|---|-------------------|-------|---|------------|--------|---|------------------------------|------------------------|--------------------------|---------------------------------|-----------------------------|------------------------------|-----------------------------------|--------------------|-------------|
| | | | | Estimated Average Labor Time Per Activity (hours) | | | | | Current Fee / Deposit | Existing Cost Recovery % | Recommended Fee / Deposit Level | Recommended Cost Recovery % | | Annual Estimated Revenues | | |
| | | | | Admin | Plan Check | Insp | | | | | | | | Current Fee | Full Cost Recovery | Recommended |
| | | | | \$ 214 | \$ 439 | \$ 461 | | | | | | | | | | |
| | <i>Fire sprinklers – one and two family dwelling units (maximum three inspections)</i> | per permit | | 0.25 | 0.00 | 0.50 | 0.75 | \$ 284 | \$ 160 | 56% | \$ 193 | 68% | 345 | \$ 55,200 | \$ 97,910 | \$ 66,585 |
| 13 | Category 4PB | | | | | | | | | | | | | | | |
| | <i>Fire sprinklers – three or more dwelling units or guest rooms, commercial and office –per floor (maximum two inspections per floor)</i> | per permit | | 0.25 | 1.00 | 0.25 | 1.50 | \$ 608 | \$ 267 | 44% | \$ 322 | 53% | 1,233 | \$ 329,211 | \$ 749,577 | \$ 397,026 |
| 14 | Category 5P/5M | | | | | | | | | | | | | | | |
| | <i>Office, mercantile & retail buildings: New or Tenant Improvements; heating/cooling equipment to piping connected thereto – per tenant or per floor, whichever is less. (maximum two inspections per floor)</i> | per permit | | 0.50 | 0.00 | 1.00 | 1.50 | \$ 568 | \$ 348 | 61% | \$ 419 | 74% | 1,233 | \$ 429,084 | \$ 699,845 | \$ 516,627 |
| 15 | Category 6PA | | | | | | | | | | | | | | | |
| | <i>Restaurants (New and Remodel) fee includes 5 or less drainage and/or gas outlets – no fees required for public or private restroom (maximum four inspections)</i> | per permit | | 0.50 | 0.00 | 1.00 | 1.50 | \$ 568 | \$ 333 | 59% | \$ 398 | 70% | 85 | \$ 28,305 | \$ 48,246 | \$ 33,830 |
| 16 | Category 6PB | | | | | | | | | | | | | | | |
| | <i>Restaurants (New and Remodel) fee includes 6 or more drainage and/or gas outlets – no fees required for public or private restroom (maximum seven inspections)</i> | per permit | | 1.00 | 0.00 | 3.00 | 4.00 | \$ 1,596 | \$ 941 | 59% | \$ 1,125 | 70% | 19 | \$ 17,879 | \$ 30,322 | \$ 21,375 |
| 17 | Category 8 | | | | | | | | | | | | | | | |
| | <i>New Boiler installations over 200k Btu</i> | per permit | | 0.50 | 0.00 | 1.00 | 1.50 | \$ 568 | \$ 294 | 52% | \$ 353 | 62% | 623 | \$ 183,162 | \$ 353,612 | \$ 219,919 |
| 18 | Category 9P/M | | | | | | | | | | | | | | | |
| | <i>Surveys</i> | per permit | | 0.25 | 0.00 | 1.00 | 1.25 | \$ 514 | \$ 321 | 62% | \$ 386 | 75% | 13 | \$ 4,173 | \$ 6,684 | \$ 5,018 |
| 19 | Category 10P/M | | | | | | | | | | | | | | | |
| | <i>Condominium Conversions</i> | per permit | | 0.25 | 0.00 | 1.25 | 1.50 | \$ 629 | \$ 390 | 62% | \$ 469 | 75% | - | \$ - | \$ - | \$ - |
| 20 | Category 11P/M | | | | | | | | | | | | | | | |
| | <i>Miscellaneous</i> | per permit | | 0.00 | 0.00 | 0.75 | 0.75 | \$ 346 | \$ 182 | 53% | \$ 219 | 63% | 310 | \$ 56,420 | \$ 107,116 | \$ 67,890 |
| 21 | Boiler Maintenance Program | | | | | | | | | | | | | | | |
| | <i>(Permit to Operate – PTO) See Table 1A-M – Boiler Fees for additional boiler related fees.</i> | per permit | | 0.25 | 0.00 | 0.25 | 0.50 | \$ 169 | \$ 56 | 33% | \$ 67 | 40% | - | \$ - | \$ - | \$ - |
| 22 | Standard Inspection Fees | | | | | | | | | | | | | | | |
| | <i>Re-inspection or additional inspection per SFBC Section 108A.8</i> | hourly | | 0.00 | 0.00 | 1.00 | 1.00 | \$ 461 | \$ 200 | 43% | \$ 329 | 71% | - | \$ - | \$ - | \$ - |
| | <i>Re-inspection or additional inspection after normal business hours</i> | hourly (2 hr min) | | 0.00 | 0.00 | 1.00 | 1.00 | \$ 511 | \$ 364 | 71% | \$ 435 | 85% | 287 | \$ 104,468 | \$ 146,708 | \$ 124,845 |
| TOTAL | | | | | | | | | | | | | \$ 4,966,528 | \$ 9,135,288 | \$ 6,879,003 | |

| Fee No. | Fee Name | Fee Unit / Type | Notes | Activity Service Cost Analysis | | | Cost Recovery Analysis | | | | Annual Estimated Revenue Analysis | | | | | | |
|--------------|------------------------------|-----------------|-------|---|------------|--------|---|------------------------------|-----------------------|--------------------------|-----------------------------------|-----------------------------|------------------------------|---------------------------|--------------------|-------------|------|
| | | | | Estimated Average Labor Time Per Activity (hours) | | | Estimated Average Labor Time Per Activity (hours) | Cost of Service Per Activity | Current Fee / Deposit | Existing Cost Recovery % | Recommended Fee / Deposit Level | Recommended Cost Recovery % | Estimated Volume of Activity | Annual Estimated Revenues | | | |
| | | | | Admin | Plan Check | Insp | | | | | | | | Current Fee | Full Cost Recovery | Recommended | |
| | | | | \$ 214 | \$ 439 | \$ 461 | | | | | | | | | | | |
| 1A-D | STANDARD HOURLY RATES | | | | | | | | | | | | | | | | |
| 1 | Plan Review | hourly | | 0.00 | 1.00 | 0.00 | 1.00 | \$ 439 | \$ 200 | 46% | \$ 439 | 100% | - | \$ - | \$ - | \$ - | \$ - |
| 2 | Inspection | hourly | | 0.00 | 0.00 | 1.00 | 1.00 | \$ 461 | \$ 182 | 40% | \$ 461 | 100% | - | \$ - | \$ - | \$ - | \$ - |
| | Off-hour Inspection | hourly | | 0.00 | 0.00 | 1.00 | 1.00 | \$ 511 | \$ 273 | 53% | \$ 511 | 100% | - | \$ - | \$ - | \$ - | \$ - |
| 3 | Administration | hourly | | 1.00 | 0.00 | 0.00 | 1.00 | \$ 214 | \$ 111 | 52% | \$ 214 | 100% | - | \$ - | \$ - | \$ - | \$ - |
| TOTAL | | | | | | | | | | | | | \$ - | \$ - | \$ - | | |

| Fee No. | Fee Name | Fee Unit / Type | Notes | Activity Service Cost Analysis | | | Estimated Average Labor Time Per Activity (hours) | Cost of Service Per Activity | Cost Recovery Analysis | | | | Annual Estimated Revenue Analysis | | | | |
|-------------|--|-----------------|-------|---|------------|--------|---|------------------------------|------------------------|--------------------------|---------------------------------|-----------------------------|-----------------------------------|---------------------------|--------------------|-------------|--|
| | | | | Estimated Average Labor Time Per Activity (hours) | | | | | Current Fee / Deposit | Existing Cost Recovery % | Recommended Fee / Deposit Level | Recommended Cost Recovery % | Estimated Volume of Activity | Annual Estimated Revenues | | | |
| | | | | Admin | Plan Check | Insp | | | | | | | | Current Fee | Full Cost Recovery | Recommended | |
| | | | | \$ 214 | \$ 439 | \$ 461 | | | | | | | | | | | |
| 1A-E | ELECTRICAL PERMIT ISSUANCE AND INSPECTION FEES | | | | | | | | | | | | | | | | |
| 1 | Category 1 General Wiring: Residential Buildings up to 10,000 sq. ft. | | | | | | | | | | | | | | | | |
| | Up to 10 outlets and/or devices (1 inspection) | each | | 0.23 | 0.00 | 0.50 | 0.73 | \$ 280 | \$ 171 | 61% | \$ 205 | 73% | 2,012 | \$ 344,052 | \$ 563,833 | \$ 412,460 | |
| | 11 to 20 outlets and/or devices (up to 2 inspections) | each | | 0.35 | 0.00 | 0.75 | 1.10 | \$ 420 | \$ 257 | 61% | \$ 307 | 73% | 2,359 | \$ 606,263 | \$ 991,611 | \$ 724,213 | |
| | Up to 40 outlets and/or devices, includes up to 200 Amp service upgrade (up to 3 inspections) | each | | 0.42 | 0.00 | 1.00 | 1.42 | \$ 550 | \$ 321 | 58% | \$ 386 | 70% | 2,520 | \$ 808,920 | \$ 1,385,450 | \$ 972,720 | |
| | More than 40 outlets and/or devices (up to 4 inspections) | each | | 0.52 | 0.00 | 1.50 | 2.02 | \$ 802 | \$ 449 | 56% | \$ 537 | 67% | 1,561 | \$ 700,889 | \$ 1,251,164 | \$ 838,257 | |
| | Buildings of 5,000 to 10,000 sq. ft. area (up to 5 inspections) | each | | 0.53 | 0.00 | 2.25 | 2.78 | \$ 1,151 | \$ 642 | 56% | \$ 772 | 67% | 125 | \$ 80,250 | \$ 143,827 | \$ 96,500 | |
| 2 | Category 2 General Wiring: Nonresidential Buildings & Residential Buildings over 10,000 sq. ft. | | | | | | | | | | | | | | | | |
| | Up to 5 outlets and/or devices (up to 2 inspection) | each | | 0.35 | 0.00 | 0.75 | 1.10 | \$ 420 | \$ 257 | 61% | \$ 307 | 73% | 534 | \$ 137,238 | \$ 224,468 | \$ 163,938 | |
| | 6 to 20 outlets and/or devices (up to 3 inspections) | each | | 0.42 | 0.00 | 1.25 | 1.67 | \$ 665 | \$ 385 | 58% | \$ 461 | 69% | 390 | \$ 150,150 | \$ 259,334 | \$ 179,790 | |
| | Areas up to 2,500 sq. ft. (up to 4 inspections) | each | [2] | 0.52 | 0.00 | 1.50 | 2.02 | \$ 802 | \$ 513 | 64% | \$ 617 | 77% | 364 | \$ 186,732 | \$ 291,751 | \$ 224,588 | |
| | 2,501 to 5,000 sq. ft. (up to 6 inspections) | each | [2] | 0.72 | 0.00 | 2.50 | 3.22 | \$ 1,305 | \$ 770 | 59% | \$ 928 | 71% | 225 | \$ 173,250 | \$ 293,621 | \$ 208,800 | |
| | 5,001 to 10,000 sq. ft. (up to 8 inspections) | each | [2] | 0.92 | 0.00 | 4.00 | 4.92 | \$ 2,039 | \$ 1,283 | 63% | \$ 1,538 | 75% | 145 | \$ 186,035 | \$ 295,626 | \$ 223,010 | |
| | 10,001 to 30,000 sq. ft. (up to 12 inspections) | each | [2] | 1.32 | 0.00 | 8.00 | 9.32 | \$ 3,967 | \$ 2,567 | 65% | \$ 3,069 | 77% | 165 | \$ 423,555 | \$ 654,582 | \$ 506,385 | |
| | 30,001 to 50,000 sq. ft. (up to 18 inspections) | each | [2] | 2.22 | 0.00 | 15.00 | 17.22 | \$ 7,385 | \$ 5,134 | 70% | \$ 6,153 | 83% | 21 | \$ 107,814 | \$ 155,075 | \$ 129,213 | |
| | 50,001 to 100,000 sq. ft. (up to 24 inspections) | each | [2] | 4.90 | 0.00 | 24.50 | 29.40 | \$ 12,335 | \$ 7,700 | 62% | \$ 9,255 | 75% | 15 | \$ 115,500 | \$ 185,024 | \$ 138,825 | |
| | 100,001 to 500,000 sq. ft. (up to 48 inspections) | each | [2] | 5.83 | 0.00 | 48.00 | 53.83 | \$ 23,361 | \$ 15,401 | 66% | \$ 18,433 | 79% | 10 | \$ 154,010 | \$ 233,612 | \$ 184,330 | |
| | 500,001 to 1,000,000 sq. ft. (up to 120 inspections) | each | [2] | 25.90 | 0.00 | 130.00 | 155.90 | \$ 65,429 | \$ 34,652 | 53% | \$ 41,519 | 63% | 3 | \$ 103,956 | \$ 196,288 | \$ 124,557 | |
| | 1,000,001 sq. ft. or more (up to 240 inspections) | each | [2] | 51.57 | 0.00 | 260.00 | 311.57 | \$ 130,809 | \$ 69,304 | 53% | \$ 82,990 | 63% | - | \$ - | \$ - | \$ - | |
| 3 | Category 3 Service Distribution and Utilization Equipment Includes: Generators, UPS, Transformers and Fire Pumps (Use Category 3 for installations separate from the scope of work in Categories 1 or 2) (includes 2 inspections) | | | | | | | | | | | | | | | | |
| | 225 amps rating or less | each | | 0.23 | 0.00 | 0.75 | 0.98 | \$ 395 | \$ 257 | 65% | \$ 308 | 78% | 1,236 | \$ 317,652 | \$ 488,731 | \$ 380,688 | |
| | 250 to 500 amps | each | | 0.23 | 0.00 | 1.25 | 1.48 | \$ 626 | \$ 385 | 62% | \$ 460 | 74% | 136 | \$ 52,360 | \$ 85,105 | \$ 62,560 | |
| | 600 to 1000 amps | each | | 0.23 | 0.00 | 1.75 | 1.98 | \$ 856 | \$ 513 | 60% | \$ 615 | 72% | 98 | \$ 50,274 | \$ 83,900 | \$ 60,270 | |
| | 1,200 to 2,000 amps | each | | 0.23 | 0.00 | 2.25 | 2.48 | \$ 1,086 | \$ 770 | 71% | \$ 924 | 85% | 33 | \$ 25,410 | \$ 35,854 | \$ 30,492 | |
| | More than 2,000 amps | each | | 0.23 | 0.00 | 3.50 | 3.73 | \$ 1,662 | \$ 1,027 | 62% | \$ 1,231 | 74% | 28 | \$ 28,756 | \$ 46,546 | \$ 34,468 | |
| | 600 volts or more | each | | 0.23 | 0.00 | 3.50 | 3.73 | \$ 1,662 | \$ 1,027 | 62% | \$ 1,231 | 74% | - | \$ - | \$ - | \$ - | |
| | 150 kva rating or less | each | | 0.23 | 0.00 | 1.00 | 1.23 | \$ 511 | \$ 257 | 50% | \$ 308 | 60% | - | \$ - | \$ - | \$ - | |
| | 151 kva or more | each | | 0.23 | 0.00 | 1.25 | 1.48 | \$ 626 | \$ 385 | 62% | \$ 460 | 74% | - | \$ - | \$ - | \$ - | |
| | Fire Pump Installations | each | | 0.23 | 0.00 | 2.50 | 2.73 | \$ 1,202 | \$ 513 | 43% | \$ 617 | 51% | 4 | \$ 2,052 | \$ 4,807 | \$ 2,468 | |

| Fee No. | Fee Name | Fee Unit / Type | Notes | Activity Service Cost Analysis | | | Cost Recovery Analysis | | | | | Annual Estimated Revenue Analysis | | | | |
|----------|---|-----------------|-------|---|------------|--------|---|------------------------------|-----------------------|--------------------------|---------------------------------|-----------------------------------|------------------------------|---------------------------|--------------------|-------------|
| | | | | Estimated Average Labor Time Per Activity (hours) | | | Estimated Average Labor Time Per Activity (hours) | Cost of Service Per Activity | Current Fee / Deposit | Existing Cost Recovery % | Recommended Fee / Deposit Level | Recommended Cost Recovery % | Estimated Volume of Activity | Annual Estimated Revenues | | |
| | | | | Admin | Plan Check | Insp | | | | | | | | Current Fee | Full Cost Recovery | Recommended |
| | | | | \$ 214 | \$ 439 | \$ 461 | | | | | | | | | | |
| 4 | Category 4 Installation of Fire Warning and Controlled Devices (Use Category 4 for installations separate from the scope of work in Categories 1 or 2) | | | | | | | | | | | | | | | |
| | Up to 2,500 sq. ft. (up to 2 inspections) | each | | 0.35 | 0.00 | 1.00 | 1.35 | \$ 536 | \$ 257 | 48% | \$ 308 | 58% | 101 | \$ 25,957 | \$ 54,089 | \$ 31,108 |
| | 2,501 to 5,000 sq. ft. (up to 3 inspections) | each | | 0.42 | 0.00 | 1.50 | 1.92 | \$ 780 | \$ 385 | 49% | \$ 460 | 59% | 25 | \$ 9,625 | \$ 19,503 | \$ 11,500 |
| | 5,001 to 10,000 sq. ft. (up to 6 inspections) | each | | 0.72 | 0.00 | 2.50 | 3.22 | \$ 1,305 | \$ 770 | 59% | \$ 928 | 71% | 18 | \$ 13,860 | \$ 23,490 | \$ 16,704 |
| | 10,001 to 30,000 sq. ft. (up to 8 inspections) | each | | 0.92 | 0.00 | 3.75 | 4.67 | \$ 1,924 | \$ 1,283 | 67% | \$ 1,539 | 80% | 7 | \$ 8,981 | \$ 13,465 | \$ 10,773 |
| | 30,001 to 50,000 sq. ft. (up to 12 inspections) | each | | 1.52 | 0.00 | 7.50 | 9.02 | \$ 3,780 | \$ 2,567 | 68% | \$ 3,087 | 82% | 3 | \$ 7,701 | \$ 11,339 | \$ 9,261 |
| | 50,001 to 100,000 sq. ft. (up to 18 inspections) | each | | 2.22 | 0.00 | 15.00 | 17.22 | \$ 7,385 | \$ 5,134 | 70% | \$ 6,153 | 83% | - | \$ - | \$ - | \$ - |
| | 100,001 to 500,000 sq. ft. (up to 24 inspections) | each | | 2.92 | 0.00 | 24.00 | 26.92 | \$ 11,681 | \$ 7,700 | 66% | \$ 9,217 | 79% | 2 | \$ 15,400 | \$ 23,361 | \$ 18,434 |
| | 500,001 to 1,000,000 sq. ft. (up to 60 inspections) | each | | 5.62 | 0.00 | 55.00 | 60.62 | \$ 26,540 | \$ 17,326 | 65% | \$ 20,822 | 78% | - | \$ - | \$ - | \$ - |
| | 1,000,001 sq. ft. or more (up to 120 inspections) | each | | 14.12 | 0.00 | 100.00 | 114.12 | \$ 49,089 | \$ 34,652 | 71% | \$ 41,466 | 84% | - | \$ - | \$ - | \$ - |
| 5 | Fire Warning and Controlled Devices (Retrofit Systems) | | | | | | | | | | | | | | | |
| | Buildings of not more than 6 dwelling units (up to 2 Inspections) | each | | 0.35 | 0.00 | 1.25 | 1.60 | \$ 651 | \$ 385 | 59% | \$ 462 | 71% | 5 | \$ 1,925 | \$ 3,254 | \$ 2,310 |
| | Buildings of not more than 12 dwelling units (up to 3 Inspections) | each | | 0.42 | 0.00 | 2.00 | 2.42 | \$ 1,010 | \$ 513 | 51% | \$ 615 | 61% | 7 | \$ 3,591 | \$ 7,073 | \$ 4,305 |
| | Buildings of not more than 12 dwelling units and non-residential occupancy - Building up to 3 floors (up to 4 Inspections) | each | | 0.52 | 0.00 | 2.50 | 3.02 | \$ 1,262 | \$ 770 | 61% | \$ 923 | 73% | 21 | \$ 16,170 | \$ 26,507 | \$ 19,383 |
| | 4 - 9 floors (up to 8 inspections) | each | | 0.92 | 0.00 | 4.50 | 5.42 | \$ 2,269 | \$ 1,540 | 68% | \$ 1,853 | 82% | 13 | \$ 20,020 | \$ 29,499 | \$ 24,089 |
| | 10 - 20 floors (up to 12 inspections) | each | | 1.52 | 0.00 | 7.25 | 8.77 | \$ 3,664 | \$ 2,567 | 70% | \$ 3,074 | 84% | 3 | \$ 7,701 | \$ 10,993 | \$ 9,222 |
| | 21 - 30 floors (up to 18 inspections) | each | | 2.22 | 0.00 | 15.00 | 17.22 | \$ 7,385 | \$ 5,134 | 70% | \$ 6,153 | 83% | - | \$ - | \$ - | \$ - |
| | More than 30 floors (up to 24 inspections) | each | | 2.92 | 0.00 | 24.00 | 26.92 | \$ 11,681 | \$ 7,700 | 66% | \$ 9,217 | 79% | - | \$ - | \$ - | \$ - |
| 6 | Category 5 Miscellaneous Installations | | [5] | | | | | | | | | | | | | |
| | Remodel/Upgrade of Existing Hotel Guest/SRO Rooms - Up to 6 rooms (up to 3 inspections) | each | | 0.42 | 0.00 | 1.25 | 1.67 | \$ 665 | \$ 321 | 48% | \$ 386 | 58% | 27 | \$ 8,667 | \$ 17,954 | \$ 10,422 |
| | Each additional group of 3 rooms | each | | 0.23 | 0.00 | 0.50 | 0.73 | \$ 280 | \$ 160 | 57% | \$ 192 | 69% | 115 | \$ 18,400 | \$ 32,227 | \$ 22,080 |
| | Data Communications, and Wireless Systems 10 cables or less | each | | 0.13 | 0.00 | 0.25 | 0.38 | \$ 144 | Exempt | % | Exempt | % | - | \$ - | \$ - | \$ - |
| | 11 to 500 cables (1 Inspection) | each | | 0.23 | 0.00 | 0.50 | 0.73 | \$ 280 | \$ 182 | 65% | \$ 218 | 78% | 347 | \$ 63,154 | \$ 97,242 | \$ 75,646 |
| | Each additional group of 100 cables | each | | 0.00 | 0.00 | 0.25 | 0.25 | \$ 115 | \$ 27 | 23% | \$ 32 | 28% | 95 | \$ 2,565 | \$ 10,942 | \$ 3,040 |
| | Security Systems, up to 10 components or less (1 Inspection) | each | | 0.23 | 0.00 | 0.50 | 0.73 | \$ 280 | \$ 182 | 65% | \$ 218 | 78% | 135 | \$ 24,570 | \$ 37,832 | \$ 29,430 |
| | <i>includes installations and devices that interface with life safety systems; excludes installations in R3 Occupancies</i> | | | | | | | | | | | | | | | |
| | Each additional group of 10 components | each | | 0.00 | 0.00 | 0.25 | 0.25 | \$ 115 | \$ 11 | 10% | \$ 13 | 11% | 514 | \$ 5,654 | \$ 59,202 | \$ 6,682 |

| Fee No. | Fee Name | Fee Unit / Type | Notes | Activity Service Cost Analysis | | | Estimated Average Labor Time Per Activity (hours) | Cost of Service Per Activity | Cost Recovery Analysis | | | | Annual Estimated Revenue Analysis | | | |
|--------------|---|-------------------|-------|---|------------|--------|---|------------------------------|------------------------|--------------------------|---------------------------------|-----------------------------|-----------------------------------|---------------------------|--------------------|-------------|
| | | | | Estimated Average Labor Time Per Activity (hours) | | | | | Current Fee / Deposit | Existing Cost Recovery % | Recommended Fee / Deposit Level | Recommended Cost Recovery % | Estimated Volume of Activity | Annual Estimated Revenues | | |
| | | | | Admin | Plan Check | Insp | | | | | | | | Current Fee | Full Cost Recovery | Recommended |
| | | | | \$ 214 | \$ 439 | \$ 461 | | | | | | | | | | |
| | Office Workstations, Up to 5 or less (1 inspection) | each | | 0.23 | 0.00 | 0.50 | 0.73 | \$ 280 | \$ 182 | 65% | \$ 218 | 78% | 288 | \$ 52,416 | \$ 80,708 | \$ 62,784 |
| | Each additional group of 10 workstations | each | | 0.00 | 0.00 | 0.25 | 0.25 | \$ 115 | \$ 53 | 46% | \$ 64 | 56% | 2,025 | \$ 107,325 | \$ 233,236 | \$ 129,600 |
| | Temporary Exhibition Wiring, 1 to 100 booths (1 inspection) | each | | 0.35 | 0.00 | 1.00 | 1.35 | \$ 536 | \$ 257 | 48% | \$ 308 | 58% | 26 | \$ 6,682 | \$ 13,924 | \$ 8,008 |
| | Each additional group of 10 booths | each | | 0.00 | 0.00 | 0.25 | 0.25 | \$ 115 | \$ 27 | 23% | \$ 32 | 28% | 152 | \$ 4,104 | \$ 17,507 | \$ 4,864 |
| | Exterior Electrical Sign (1 inspection) | each | | 0.23 | 0.00 | 0.50 | 0.73 | \$ 280 | \$ 182 | 65% | \$ 218 | 78% | 106 | \$ 19,292 | \$ 29,705 | \$ 23,108 |
| | Interior Electrical Sign (1 inspection) | each | | 0.23 | 0.00 | 0.50 | 0.73 | \$ 280 | \$ 182 | 65% | \$ 218 | 78% | 21 | \$ 3,822 | \$ 5,885 | \$ 4,578 |
| | each additional sign, at the same address | each | | 0.00 | 0.00 | 0.25 | 0.25 | \$ 115 | \$ 43 | 37% | \$ 51 | 44% | 97 | \$ 4,171 | \$ 11,172 | \$ 4,947 |
| | Garage Door Operator (Requiring receptacle installation) (1 inspection) | each | | 0.23 | 0.00 | 0.50 | 0.73 | \$ 280 | \$ 182 | 65% | \$ 218 | 78% | 42 | \$ 7,644 | \$ 11,770 | \$ 9,156 |
| | Quarterly Permits | each | | 0.00 | 0.00 | 1.25 | 1.25 | \$ 576 | \$ 401 | 70% | \$ 480 | 83% | 6 | \$ 2,406 | \$ 3,455 | \$ 2,880 |
| | Maximum five outlets in any one location (1 inspection) | | | | | | | | | | | | | | | |
| | Survey, per hour or fraction thereof | hourly | | 0.23 | 0.00 | 0.50 | 0.73 | \$ 280 | \$ 182 | 65% | \$ 218 | 78% | 30 | \$ 5,460 | \$ 8,407 | \$ 6,540 |
| | Survey, Research, and Report preparation, per hour or fraction thereof | hourly | | 1.00 | 0.00 | 0.75 | 1.75 | \$ 559 | \$ 321 | 57% | \$ 386 | 69% | 6 | \$ 1,926 | \$ 3,356 | \$ 2,316 |
| | Witness Testing: life safety, fire warning, emergency, and energy management systems | | | | | | | | | | | | | | | |
| | Hourly Rate: First hour | hourly | | 0.00 | 0.00 | 1.00 | 1.00 | \$ 461 | \$ 182 | 40% | \$ 326 | 71% | 1,190 | \$ 216,580 | \$ 548,249 | \$ 387,940 |
| | Off-hour inspections: First 2 hours | hourly (2 hr min) | | 0.00 | 0.00 | 1.00 | 1.00 | \$ 511 | \$ 364 | 71% | \$ 511 | 100% | 1,659 | \$ 603,876 | \$ 848,042 | \$ 848,042 |
| | Additional off-hourly rate | hourly | | 0.00 | 0.00 | 1.00 | 1.00 | \$ 511 | \$ 273 | 53% | \$ 511 | 100% | - | \$ - | \$ - | \$ - |
| | Energy Management, HVAC Controls, and Low-Voltage Wiring Systems | | | | | | | | | | | | | | | |
| | 1 - 10 floors (3 inspections) | each | | 0.58 | 0.00 | 2.00 | 2.58 | \$ 1,046 | \$ 513 | 49% | \$ 615 | 59% | 125 | \$ 64,125 | \$ 130,765 | \$ 76,875 |
| | each additional floor | each | | 0.00 | 0.00 | 0.25 | 0.25 | \$ 115 | \$ 53 | 46% | \$ 64 | 56% | 30 | \$ 1,590 | \$ 3,455 | \$ 1,920 |
| | Solar Photovoltaic Systems | | | | | | | | | | | | | | | |
| | 10 KW rating or less | each | | 0.23 | 0.00 | 0.50 | 0.73 | \$ 280 | \$ 182 | 65% | \$ 218 | 78% | 1,022 | \$ 186,004 | \$ 286,400 | \$ 222,796 |
| | Each additional 10 KW (up to 2 inspections) | each | | 0.00 | 0.00 | 0.50 | 0.50 | \$ 230 | \$ 107 | 46% | \$ 193 | 84% | 203 | \$ 21,721 | \$ 46,762 | \$ 39,179 |
| | Standard Hourly Inspection Rate | hourly | | 0.00 | 0.00 | 1.00 | 1.00 | \$ 461 | \$ 182 | 40% | \$ 461 | 100% | - | \$ - | \$ - | \$ - |
| 7 | Standard Inspection Fees - For each inspection, re-inspection, or additional inspection required per SFBC Section 108A.8. | hourly | | 0.00 | 0.00 | 1.00 | 1.00 | \$ 461 | \$ 182 | 40% | \$ 461 | 100% | - | \$ - | \$ - | \$ - |
| TOTAL | | | | | | | | | | | | | \$ 6,790,928 | \$ 11,955,577 | \$ 9,163,052 | |

| Fee No. | Fee Name | Fee Unit / Type | Notes | Activity Service Cost Analysis | | | Estimated Average Labor Time Per Activity (hours) | Cost of Service Per Activity | Cost Recovery Analysis | | | | Estimated Volume of Activity | Annual Estimated Revenue Analysis | | |
|--------------|---|-------------------|-------|---|------------|--------|---|------------------------------|----------------------------|--------------------------|---------------------------------|-----------------------------|------------------------------|-----------------------------------|--------------------|-------------|
| | | | | Estimated Average Labor Time Per Activity (hours) | | | | | Current Fee / Deposit | Existing Cost Recovery % | Recommended Fee / Deposit Level | Recommended Cost Recovery % | | Annual Estimated Revenues | | |
| | | | | Admin | Plan Check | Insp | | | | | | | | Current Fee | Full Cost Recovery | Recommended |
| | | | | \$ 214 | \$ 439 | \$ 461 | | | | | | | | | | |
| 1A-F | SPECIALTY PERMIT | | | | | | | | | | | | | | | |
| 1 | Garage Door Permit Fee | | | | | | | | | | | | | | | |
| | Each garage door in an existing building | per permit | | 0.25 | 0.00 | 0.50 | 0.75 | \$ 284 | \$ 149 | 52% | \$ 223 | 79% | - | \$ - | \$ - | \$ - |
| 2 | House Moving Permit Fee | | | | | | | | | | | | | | | |
| | hourly (3 hr min) | hourly (3 hr min) | | 0.00 | 0.00 | 1.00 | 1.00 | \$ 461 | \$ 182 | 40% | \$ 461 | 100% | - | \$ - | \$ - | \$ - |
| 3 | Re-roofing Permit fee | | | | | | | | | | | | | | | |
| | Single-Family Homes and Duplexes | per permit | | 0.25 | 0.00 | 0.50 | 0.75 | \$ 284 | \$ 171 | 60% | \$ 257 | 91% | 1,907 | \$ 326,126 | \$ 541,249 | \$ 490,142 |
| | for all others | per permit | | 1.50 | 0.00 | 0.75 | 2.25 | \$ 666 | \$ 257 | 39% | \$ 386 | 58% | - | \$ - | \$ - | \$ - |
| 4 | Strong Motion Instrumentation Program Fee | | | | | | | | | | | | | | | |
| | Group R Occupancies of 3 stories or less, except hotels and motels | per permit | | | | | | | .00013 times the valuation | | .00013 times the valuation | | | | | |
| | Hotels and motels, all buildings greater than 3 stories, all occupancies other than Group R | per permit | | | | | | | .00024 times the valuation | | .00024 times the valuation | | | | | |
| | Minimum Fee | per permit | | | | | | | \$ 2 | | \$ 2 | | | | | |
| TOTAL | | | | | | | | | | | | | \$ 326,126 | \$ 541,249 | \$ 490,142 | |

| Fee No. | Fee Name | Fee Unit / Type | Notes | Activity Service Cost Analysis | | | Cost Recovery Analysis | | | | | Annual Estimated Revenue Analysis | | | | |
|--------------|--|-------------------|-------|---|------------|--------|---|------------------------------|-----------------------|--------------------------|---------------------------------|-----------------------------------|------------------------------|---------------------------|--------------------|-------------|
| | | | | Estimated Average Labor Time Per Activity (hours) | | | Estimated Average Labor Time Per Activity (hours) | Cost of Service Per Activity | Current Fee / Deposit | Existing Cost Recovery % | Recommended Fee / Deposit Level | Recommended Cost Recovery % | Estimated Volume of Activity | Annual Estimated Revenues | | |
| | | | | Admin | Plan Check | Insp | | | | | | | | Current Fee | Full Cost Recovery | Recommended |
| | | | | \$ 214 | \$ 439 | \$ 461 | | | | | | | | | | |
| 1A-G | INSPECTIONS, SURVEYS AND REPORTS | | | | | | | | | | | | | | | |
| 1 | Off-hours inspection | hourly (2 hr min) | | 0.00 | 0.00 | 1.00 | 1.00 | \$ 511 | \$ 182 | 36% | \$ 273 | 53% | - | \$ - | \$ - | \$ - |
| 2 | Pre-application Inspection | hourly (2 hr min) | | 0.00 | 0.00 | 1.00 | 1.00 | \$ 461 | \$ 182 | 40% | \$ 272 | 59% | - | \$ - | \$ - | \$ - |
| 3 | Report of residential records (3R) | per permit | | 1.00 | 0.00 | 0.00 | 1.00 | \$ 214 | \$ 171 | 80% | \$ 213 | 100% | - | \$ - | \$ - | \$ - |
| 4 | Duplication of Plans Admin Fee | per permit | | 0.75 | 0.00 | 0.00 | 0.75 | \$ 160 | \$ 56 | 35% | \$ 83 | 52% | - | \$ - | \$ - | \$ - |
| 5 | Survey of nonresidential buildings: | hourly | | 0.00 | 0.00 | 1.00 | 1.00 | \$ 461 | \$ 182 | 40% | \$ 272 | 59% | - | \$ - | \$ - | \$ - |
| 6 | Survey of residential buildings for any purpose or Condo Conversions | | | | | | | | | | | | | | | |
| | Single unit | per permit | | 3.00 | 0.00 | 9.00 | 12.00 | \$ 4,788 | \$ 1,872 | 39% | \$ 2,804 | 59% | 69 | \$ 129,456 | \$ 331,089 | \$ 193,907 |
| | Two to four units | per permit | | 3.00 | 0.00 | 10.00 | 13.00 | \$ 5,248 | \$ 2,460 | 47% | \$ 3,698 | 70% | - | \$ - | \$ - | \$ - |
| | Five or more units | | | | | | | | | | | | | | | |
| | Base fee (plus hourly inspection - see below) | flat | | 3.00 | 0.00 | 15.00 | 18.00 | \$ 7,552 | \$ 2,460 | 33% | \$ 3,690 | 49% | - | \$ - | \$ - | \$ - |
| | Hourly inspection fee | hourly | | 0.00 | 0.00 | 1.00 | 1.00 | \$ 461 | \$ 182 | 40% | \$ 273 | 59% | - | \$ - | \$ - | \$ - |
| 7 | Hotels: | | | | | | | | | | | | | | | |
| | Includes up to 10 guest rooms | per permit | | 3.00 | 0.00 | 10.00 | 13.00 | \$ 5,248 | \$ 1,628 | 31% | \$ 2,449 | 47% | - | \$ - | \$ - | \$ - |
| | 11+ guest rooms (first 11) | per permit | | 3.00 | 0.00 | 10.00 | 13.00 | \$ 5,248 | \$ 2,139 | 41% | \$ 3,216 | 61% | - | \$ - | \$ - | \$ - |
| | each additional guest room beyond 11 | each | | 0.25 | 0.00 | 0.25 | 0.50 | \$ 169 | \$ 40 | 23% | \$ 59 | 35% | - | \$ - | \$ - | \$ - |
| 8 | Temporary Certificate of Occupancy | hourly (2 hr min) | | 0.00 | 0.00 | 1.00 | 1.00 | \$ 461 | \$ 182 | 40% | \$ 461 | 100% | - | \$ - | \$ - | \$ - |
| TOTAL | | | | | | | | | | | | | | \$ 129,456 | \$ 331,089 | \$ 193,907 |

| Fee No. | Fee Name | Fee Unit / Type | Notes | Activity Service Cost Analysis | | | Estimated Average Labor Time Per Activity (hours) | Cost of Service Per Activity | Cost Recovery Analysis | | | | Estimated Volume of Activity | Annual Estimated Revenue Analysis | | |
|--------------|---|----------------------------|-------|---|------------|--------|---|------------------------------|---|--------------------------|---|-----------------------------|------------------------------|-----------------------------------|--------------------|-------------|
| | | | | Estimated Average Labor Time Per Activity (hours) | | | | | Current Fee / Deposit | Existing Cost Recovery % | Recommended Fee / Deposit Level | Recommended Cost Recovery % | | Annual Estimated Revenues | | |
| | | | | Admin | Plan Check | Insp | | | | | | | | Current Fee | Full Cost Recovery | Recommended |
| | | | | \$ 214 | \$ 439 | \$ 461 | | | | | | | | | | |
| 1A-J | MISCELLANEOUS FEES | | | | | | | | | | | | | | | |
| 1 | Central Permit Bureau Processing Fee for Miscellaneous Permits from other disciplines | hourly (min one-half hour) | | 1.00 | 0.00 | 0.00 | 1.00 | \$ 214 | \$ 56 | 26% | \$ 83 | 39% | 2,945 | \$ 164,939 | \$ 629,607 | \$ 244,463 |
| 2 | Building Numbers (each entrance) | | | | | | | | | | | | | | | |
| | New address | each | | 2.00 | 0.00 | 0.00 | 2.00 | \$ 428 | \$ 111 | 26% | \$ 167 | 39% | - | \$ - | \$ - | \$ - |
| | Change of existing address or lot number | each | | 2.00 | 0.00 | 0.00 | 2.00 | \$ 428 | \$ 225 | 53% | \$ 336 | 79% | 377 | \$ 84,900 | \$ 161,321 | \$ 126,784 |
| 3 | Extension of Time: application cancellation and permit expiration: | | | | | | | | | | | | | | | |
| | Each application extension (in Plan Review) | per permit | [1] | 2.25 | 0.00 | 0.00 | 2.25 | \$ 481 | \$ 171 | 36% | \$ 298 | 62% | - | \$ - | \$ - | \$ - |
| | Each permit extension | per permit | | 2.25 | 0.00 | 0.00 | 2.25 | \$ 481 | \$ 199 | 41% | \$ 298 | 62% | 135 | \$ 26,798 | \$ 64,931 | \$ 40,230 |
| 4 | Product approvals (Alternative Materials) | hourly (3 hr min) | | 0.00 | 1.00 | 0.00 | 1.00 | \$ 439 | \$ 200 | 46% | \$ 439 | 100% | - | \$ - | \$ - | \$ - |
| | General approval - Initial or reinstatement | hourly (3 hr min) | | 0.00 | 1.00 | 0.00 | 1.00 | \$ 439 | \$ 200 | 46% | \$ 439 | 100% | - | \$ - | \$ - | \$ - |
| | General approval - modification or revision | hourly (3 hr min) | | 0.00 | 1.00 | 0.00 | 1.00 | \$ 439 | \$ 200 | 46% | \$ 439 | 100% | - | \$ - | \$ - | \$ - |
| | General approval - biannual renewal | hourly (3 hr min) | | 0.00 | 1.00 | 0.00 | 1.00 | \$ 439 | \$ 200 | 46% | \$ 439 | 100% | - | \$ - | \$ - | \$ - |
| 5 | California Building Standards Commission Fee | per permit | | | | | | | Pursuant to the provisions of California Health and Safety Code Sections 18931.6, 18931.7 and 18938.39. | | Pursuant to the provisions of California Health and Safety Code Sections 18931.6, 18931.7 and 18938.39. | | | | | |
| 6 | Vacant building - Initial and annual registration fee | hourly (min 4.5 hrs) | | 0.00 | 0.00 | 1.00 | 1.00 | \$ 461 | \$ 182 | 39% | \$ 273 | 59% | 12 | \$ 2,133 | \$ 5,405 | \$ 3,203 |
| 7 | Night noise permit | flat | | 1.00 | 1.00 | 0.00 | 2.00 | \$ 653 | NEW | % | \$ 632 | 97% | - | \$ - | \$ - | \$ - |
| TOTAL | | | | | | | | | | | | | \$ 278,769 | \$ 861,264 | \$ 414,679 | |

[Notes]
 [1] Plus 20% of all plan review fees

| Fee No. | Fee Name | Fee Unit / Type | Notes | Activity Service Cost Analysis | | | Cost Recovery Analysis | | | | Annual Estimated Revenue Analysis | | | | | |
|-------------|--|-------------------|-------|---|------------|--------|---|------------------------------|-----------------------------------|--------------------------|-----------------------------------|-----------------------------|------------------------------|---------------------------|--------------------|-------------|
| | | | | Estimated Average Labor Time Per Activity (hours) | | | Estimated Average Labor Time Per Activity (hours) | Cost of Service Per Activity | Current Fee / Deposit | Existing Cost Recovery % | Recommended Fee / Deposit Level | Recommended Cost Recovery % | Estimated Volume of Activity | Annual Estimated Revenues | | |
| | | | | Admin | Plan Check | Insp | | | | | | | | Current Fee | Full Cost Recovery | Recommended |
| | | | | \$ 214 | \$ 439 | \$ 461 | | | | | | | | | | |
| 1A-K | PENALTIES, HEARINGS, CODE ENFORCEMENT ASSESSMENTS | | | | | | | | | | | | | | | |
| 1 | Abatement Appeals Board Hearing, Filing Fee | per case | | 0.00 | 0.00 | 1.00 | 1.00 | \$ 461 | \$ 182 | 40% | \$ 326 | 71% | 1,191 | \$ 216,768 | \$ 548,725 | \$ 388,277 |
| 2 | Board of Examiners Filing Fees | | | | | | | | | | | | | | | |
| | Each appeal for variance from interpretation requirements | hourly (2 hr min) | | 0.00 | 1.00 | 0.00 | 1.00 | \$ 439 | \$ 200 | 46% | \$ 439 | 100% | - | \$ - | \$ - | \$ - |
| | each appeal for approval of substitute materials construction or methods of construction | hourly (2 hr min) | | 0.00 | 1.00 | 0.00 | 1.00 | \$ 439 | \$ 200 | 46% | \$ 439 | 100% | - | \$ - | \$ - | \$ - |
| 3 | Building Official's Abatement Order Hearing | hourly (2 hr min) | | 0.00 | 1.00 | 0.00 | 1.00 | \$ 439 | \$ 200 | 46% | \$ 439 | 100% | - | \$ - | \$ - | \$ - |
| 4 | Emergency Order | hourly (2 hr min) | | 0.00 | 1.00 | 0.00 | 1.00 | \$ 439 | \$ 200 | 46% | \$ 439 | 100% | - | \$ - | \$ - | \$ - |
| 5 | Exceeding the scope of approved permit | per permit | | | | | | | Two times the Permit Issuance fee | | Two times the Permit Issuance fee | | | | | |
| 6 | Access Appeals Commission | | | | | | | | | | | | | | | |
| | Filing Fee | hourly (2 hr min) | | 0.00 | 1.00 | 0.00 | 1.00 | \$ 439 | \$ 200 | 46% | \$ 439 | 100% | - | \$ - | \$ - | \$ - |
| | Request for Rehearing | hourly (2 hr min) | | 0.00 | 1.00 | 0.00 | 1.00 | \$ 439 | \$ 200 | 46% | \$ 439 | 100% | - | \$ - | \$ - | \$ - |
| 7 | Lien recordation charges | per permit | [1] | 1.25 | 0.00 | 0.00 | 1.25 | \$ 267 | \$ 174 | 65% | \$ 267 | 100% | - | \$ - | \$ - | \$ - |

| Fee No. | Fee Name | Fee Unit / Type | Notes | Activity Service Cost Analysis | | | Cost Recovery Analysis | | | | Annual Estimated Revenue Analysis | | | | | |
|--------------|--|------------------------------------|-------|---|------------|--------|---|---|-----------------------|---|-----------------------------------|-----------------------------|------------------------------|---------------------------|--------------------|-------------|
| | | | | Estimated Average Labor Time Per Activity (hours) | | | Estimated Average Labor Time Per Activity (hours) | Cost of Service Per Activity | Current Fee / Deposit | Existing Cost Recovery % | Recommended Fee / Deposit Level | Recommended Cost Recovery % | Estimated Volume of Activity | Annual Estimated Revenues | | |
| | | | | Admin | Plan Check | Insp | | | | | | | | Current Fee | Full Cost Recovery | Recommended |
| | | | | \$ 214 | \$ 439 | \$ 461 | | | | | | | | | | |
| 8 | Work without permit: Investigation Fee | | | | | | | | | | | | | | | |
| | Building, Electrical, Plumbing or Mechanical Code Violations | per permit | | | | | | Nine times the Permit Issuance Fee plus the original permit fee | | Nine times the Permit Issuance Fee plus the original permit fee | | | | | | |
| 9 | Building Inspection Commission Hearing Fees: | | | | | | | | | | | | | | | |
| | Notice of Appeal | hourly (4 hr min) | | 0.00 | 1.00 | 0.00 | 1.00 | \$ 439 | \$ 200 | 46% | \$ 359 | 82% | - | \$ - | \$ - | \$ - |
| | Request for Jurisdiction | hourly (4 hr min) | | 0.00 | 1.00 | 0.00 | 1.00 | \$ 439 | \$ 200 | 46% | \$ 359 | 82% | - | \$ - | \$ - | \$ - |
| | Request for Rehearing | hourly (2 hr min) | | 0.00 | 1.00 | 0.00 | 1.00 | \$ 439 | \$ 200 | 46% | \$ 359 | 82% | - | \$ - | \$ - | \$ - |
| 10 | Additional Hearings required by Code | hourly (4 hr min) | | 0.00 | 1.00 | 0.00 | 1.00 | \$ 439 | \$ 200 | 46% | \$ 359 | 82% | - | \$ - | \$ - | \$ - |
| 11 | Violation monitoring fee (in-house) | per hr/per month (one-half hr min) | | 1.00 | 0.00 | 0.00 | 1.00 | \$ 214 | \$ 111 | 52% | \$ 200 | 94% | - | \$ - | \$ - | \$ - |
| 12 | Subordination | per instance | | 3.00 | 0.00 | 0.00 | 3.00 | \$ 641 | NEW | % | \$ 641 | 100% | - | \$ - | \$ - | \$ - |
| TOTAL | | | | | | | | | | | | \$ 216,768 | \$ 548,725 | \$ 388,277 | | |

[Notes]

[1] Current fee or 10% of unpaid balance, whichever is greater.

| Fee No. | Fee Name | Fee Unit / Type | Notes | Activity Service Cost Analysis | | | Estimated Average Labor Time Per Activity (hours) | Cost of Service Per Activity | Cost Recovery Analysis | | | | Estimated Volume of Activity | Annual Estimated Revenue Analysis | | |
|--------------|--|-----------------|-------|---|------------|--------|---|------------------------------|------------------------|--------------------------|---------------------------------|-----------------------------|------------------------------|-----------------------------------|--------------------|-------------|
| | | | | Estimated Average Labor Time Per Activity (hours) | | | | | Current Fee / Deposit | Existing Cost Recovery % | Recommended Fee / Deposit Level | Recommended Cost Recovery % | | Annual Estimated Revenues | | |
| | | | | Admin | Plan Check | Insp | | | | | | | | Current Fee | Full Cost Recovery | Recommended |
| | | | | \$ 214 | \$ 439 | \$ 461 | | | | | | | | | | |
| 1A-L | PUBLIC INFORMATION | | | | | | | | | | | | | | | |
| 1 | Public notification and record keeping fees | | | | | | | | | | | | | | | |
| | Structural addition notice | per permit | | 0.75 | 0.00 | 0.00 | 0.75 | \$ 160 | \$ 56 | 35% | \$ 160 | 100% | 566 | \$ 31,714 | \$ 90,796 | \$ 90,796 |
| | Affidavit record maintenance | per permit | | 0.25 | 0.00 | 0.00 | 0.25 | \$ 53 | \$ 15 | 28% | \$ 53 | 100% | - | \$ - | \$ - | \$ - |
| | Posting of notices (change of use) | per permit | | 0.75 | 0.00 | 0.00 | 0.75 | \$ 160 | \$ 56 | 35% | \$ 160 | 100% | - | \$ - | \$ - | \$ - |
| | Requesting notice of permit issuance (each address) per year | per permit | | 0.50 | 0.00 | 0.00 | 0.50 | \$ 107 | \$ 56 | 52% | \$ 107 | 100% | - | \$ - | \$ - | \$ - |
| | 30-inch by 30-inch (762 mm by 762 mm) sign | per permit | | 0.25 | 0.00 | 0.00 | 0.25 | \$ 53 | \$ 15 | 28% | \$ 53 | 100% | 105 | \$ 1,570 | \$ 5,594 | \$ 5,594 |
| 2 | Demolition: | | | | | | | | | | | | | | | |
| | Notice of application and permit issuance by area/interested parties: 1 area (1 area = 2 square blocks) | per permit | | 1.25 | 0.00 | 0.00 | 1.25 | \$ 267 | \$ 111 | 42% | \$ 267 | 100% | - | \$ - | \$ - | \$ - |
| 3 | Notices: | | | | | | | | | | | | | | | |
| | 300-foot (91.44 m) notification letters | per hour | | 1.00 | 0.00 | 0.00 | 1.00 | \$ 214 | \$ 111 | 52% | \$ 214 | 100% | - | \$ - | \$ - | \$ - |
| | Residential tenants notification | per hour | | 1.00 | 0.00 | 0.00 | 1.00 | \$ 214 | \$ 111 | 52% | \$ 214 | 100% | - | \$ - | \$ - | \$ - |
| | Reproduction and dissemination of public information | | [1] | | | | | | | | | | | | | |
| 4 | Certification of copies | | | | | | | | | | | | | | | |
| | 1 to 10 pages with staff verification | flat | | | | | | \$ 15 | | | \$ 22 | | | | | |
| | Each additional 10 pages or fraction thereof | each 10 pages | | | | | | \$ 3.50 | | | \$ 5.00 | | | | | |
| 5 | Hard copy prints: | | | | | | | | | | | | | | | |
| | 8.5 inch by 11 inch copy from microfilm roll | per request | | | | | | \$ 0.10 | | | \$ 5.00 | | | | | |
| | 11 inch by 17 inch copy of plans | per request | | | | | | \$ 0.10 | | | \$ 5.00 | | | | | |
| 6 | Research and Delivery of Electronic Records | per request | | | | | | NEW | | | \$ 30 | | | | | |
| 7 | Records Retention Fee (per page of plans) | per page | | | | | | \$ 0.10 | | | \$ 0.10 | | | | | |
| TOTAL | | | | | | | | | | | | | \$ 33,285 | \$ 96,390 | \$ 96,390 | |

| Fee No. | Fee Name | Fee Unit / Type | Notes | Activity Service Cost Analysis | | | Estimated Average Labor Time Per Activity (hours) | Cost of Service Per Activity | Cost Recovery Analysis | | | | Estimated Volume of Activity | Annual Estimated Revenues | | |
|--------------|---|--------------------------|-------|---|------------|--------|---|------------------------------|------------------------|-----------------------------|---------------------------------|-----------------------------|------------------------------|---------------------------|--------------------|--------------|
| | | | | Estimated Average Labor Time Per Activity (hours) | | | | | Current Fee / Deposit | Existing Cost Recovery % | Recommended Fee / Deposit Level | Recommended Cost Recovery % | | Annual Estimated Revenues | | |
| | | | | Admin | Plan Check | Insp | | | | | | | | Current Fee | Full Cost Recovery | Recommended |
| | | | | \$ 214 | \$ 439 | \$ 461 | | | | | | | | | | |
| 1A-M | BOILER FEES | | | | | | | | | | | | | | | |
| 1 | Permit to install or replace | per permit | | | | | | See Table 1A-C - Category 8 | | See Table 1A-C - Category 8 | | | | | | |
| 2 | Permit to operate (certificate issued) | hourly (one-half hr min) | | 1.00 | 0.00 | 0.00 | 1.00 | \$ 214 | \$ 111 | 52% | \$ 145 | 68% | - | \$ - | \$ - | \$ - |
| 3 | Renew permit to operate (certificate issued) | hourly (one-half hr min) | [1] | 1.00 | 0.00 | 0.00 | 1.00 | \$ 214 | \$ 111 | 52% | \$ 145 | 68% | 16,846 | \$ 1,869,851 | \$ 3,600,966 | \$ 2,442,598 |
| 4 | Replacement of issued permit to operate | hourly (one-half hr min) | | 1.00 | 0.00 | 0.00 | 1.00 | \$ 214 | \$ 111 | 52% | \$ 145 | 68% | - | \$ - | \$ - | \$ - |
| 5 | Connection to utility company provided steam (includes permit to operate) | hourly (one-half hr min) | | 1.00 | 0.00 | 0.00 | 1.00 | \$ 214 | \$ 111 | 52% | \$ 145 | 68% | - | \$ - | \$ - | \$ - |
| 6 | Boiler Maintenance Program | per permit | | 0.50 | 0.00 | 0.00 | 0.50 | \$ 107 | \$ 56 | 52% | \$ 73 | 68% | - | \$ - | \$ - | \$ - |
| TOTAL | | | | | | | | | | | | | \$ 1,869,851 | \$ 3,600,966 | \$ 2,442,598 | |

[Notes]

[1] Renewal required:

1. Low-pressure boilers every 12 months. (See definition of low-pressure boilers in Chapter 2.)
2. Water heaters when alteration or replacement permits are issued.

| Fee No. | Fee Name | Fee Unit / Type | Notes | Activity Service Cost Analysis | | | Cost Recovery Analysis | | | | Annual Estimated Revenue Analysis | | | | | |
|--------------|---|--------------------------|-------|---|------------|--------|---|------------------------------|-----------------------|--------------------------|-----------------------------------|-----------------------------|------------------------------|---------------------------|--------------------|-------------|
| | | | | Estimated Average Labor Time Per Activity (hours) | | | Estimated Average Labor Time Per Activity (hours) | Cost of Service Per Activity | Current Fee / Deposit | Existing Cost Recovery % | Recommended Fee / Deposit Level | Recommended Cost Recovery % | Estimated Volume of Activity | Annual Estimated Revenues | | |
| | | | | Admin | Plan Check | Insp | | | | | | | | Current Fee | Full Cost Recovery | Recommended |
| | | | | \$ 214 | \$ 439 | \$ 461 | | | | | | | | | | |
| 1A-N | ENERGY CONSERVATION | | | | | | | | | | | | | | | |
| 1 | Single-family dwellings and two family dwellings | | | | | | | | | | | | | | | |
| | Initial Inspection | per permit | | 0.50 | 0.00 | 1.00 | 1.50 | \$ 568 | \$ 182 | 32% | \$ 273 | 48% | - | \$ - | \$ - | \$ - |
| | Compliance Inspection | per permit | | 0.00 | 0.00 | 0.50 | 0.50 | \$ 230 | \$ 91 | 40% | \$ 136 | 59% | - | \$ - | \$ - | \$ - |
| 2 | Apartment houses and residential hotels | | | | | | | | | | | | | | | |
| | Up to 20 rooms - Initial Inspection | per permit | | 1.00 | 0.00 | 1.00 | 2.00 | \$ 674 | \$ 273 | 40% | \$ 409 | 61% | - | \$ - | \$ - | \$ - |
| | Each additional 10 rooms or portion thereof | each additional 10 rooms | | 0.00 | 0.00 | 0.50 | 0.50 | \$ 230 | \$ 91 | 40% | \$ 136 | 59% | - | \$ - | \$ - | \$ - |
| | Up to 20 rooms - Compliance Inspection | per permit | | 0.00 | 0.00 | 0.75 | 0.75 | \$ 346 | \$ 136 | 39% | \$ 204 | 59% | - | \$ - | \$ - | \$ - |
| | Each additional 10 rooms or portion thereof | each additional 10 rooms | | 0.00 | 0.00 | 0.50 | 0.50 | \$ 230 | \$ 56 | 24% | \$ 83 | 36% | - | \$ - | \$ - | \$ - |
| | Energy reports and certificates | per permit | | 0.50 | 0.00 | 0.00 | 0.50 | \$ 107 | \$ 56 | 52% | \$ 84 | 79% | - | \$ - | \$ - | \$ - |
| | Filing fee for appeals | per permit | | 1.00 | 0.00 | 0.00 | 1.00 | \$ 214 | \$ 111 | 52% | \$ 167 | 78% | - | \$ - | \$ - | \$ - |
| | Certification of qualified energy inspector | per permit | | 0.25 | 0.00 | 0.95 | 1.20 | \$ 491 | \$ 214 | 44% | \$ 320 | 65% | - | \$ - | \$ - | \$ - |
| TOTAL | | | | | | | | | | | | | | \$ - | \$ - | \$ - |

| Fee No. | Fee Name | Fee Unit / Type | Notes | Activity Service Cost Analysis | | | Estimated Average Labor Time Per Activity (hours) | Cost of Service Per Activity | Cost Recovery Analysis | | | Estimated Volume of Activity | Annual Estimated Revenue Analysis | | | |
|--------------|--|--------------------------|-------|---|------------|--------|---|------------------------------|------------------------|--------------------------|---------------------------------|------------------------------|-----------------------------------|---------------------------|--------------------|--------------|
| | | | | Estimated Average Labor Time Per Activity (hours) | | | | | Current Fee / Deposit | Existing Cost Recovery % | Recommended Fee / Deposit Level | | Recommended Cost Recovery % | Annual Estimated Revenues | | |
| | | | | Admin | Plan Check | Insp | | | | | | | | Current Fee | Full Cost Recovery | Recommended |
| | | | | \$ 214 | \$ 439 | \$ 461 | | | | | | | | | | |
| 1A-P | RESIDENTIAL CODE ENFORCEMENT & LICENSE FEES | | | | | | | | | | | | | | | |
| 1 | One and Two family dwelling unit fees | per unit | | 0.50 | 0.00 | 0.00 | 0.50 | \$ 107 | \$ 60 | 56% | \$ 107 | 100% | 17,001 | \$ 1,020,060 | \$ 1,817,103 | \$ 1,817,103 |
| 2 | Apartment house license fees | | | | | | | | | | | | | | | |
| | Apartment houses of 3 to 12 units | per annum | | 0.25 | 0.00 | 1.00 | 1.25 | \$ 514 | \$ 375 | 73% | \$ 514 | 100% | 14,282 | \$ 5,355,750 | \$ 7,343,151 | \$ 7,343,151 |
| | Apartment houses of 13 to 30 units | per annum | | 0.50 | 0.00 | 1.50 | 2.00 | \$ 798 | \$ 561 | 70% | \$ 798 | 100% | 1,615 | \$ 906,015 | \$ 1,288,692 | \$ 1,288,692 |
| | Apartment houses of more than 30 units (first) | per annum | | 1.00 | 0.00 | 2.00 | 3.00 | \$ 1,135 | \$ 561 | 49% | \$ 1,012 | 89% | 1,000 | \$ 561,000 | \$ 1,135,191 | \$ 1,012,000 |
| | each additional 10 units | each additional 10 units | | 0.50 | 0.00 | 0.00 | 0.50 | \$ 107 | \$ 63 | 59% | \$ 107 | 100% | - | \$ - | \$ - | \$ - |
| 3 | Hotel license fees: | | | | | | | | | | | | | | | |
| | Hotels of 6 to 29 rooms | per annum | | 1.00 | 0.00 | 1.00 | 2.00 | \$ 674 | \$ 294 | 44% | \$ 530 | 79% | 341 | \$ 100,254 | \$ 229,997 | \$ 180,730 |
| | Hotels of 30 to 59 rooms | per annum | | 1.25 | 0.00 | 1.25 | 2.50 | \$ 843 | \$ 541 | 64% | \$ 843 | 100% | 185 | \$ 100,085 | \$ 155,973 | \$ 155,973 |
| | Hotels of 60 to 149 rooms | per annum | | 1.50 | 0.00 | 1.50 | 3.00 | \$ 1,012 | \$ 672 | 66% | \$ 1,012 | 100% | 180 | \$ 120,960 | \$ 182,109 | \$ 182,109 |
| | Hotels of 150 to 200 rooms | per annum | | 1.50 | 0.00 | 2.00 | 3.50 | \$ 1,242 | \$ 759 | 61% | \$ 1,242 | 100% | 29 | \$ 22,011 | \$ 36,020 | \$ 36,020 |
| | Hotels of more than 200 rooms (first) | per annum | | 2.00 | 0.00 | 2.50 | 4.50 | \$ 1,579 | \$ 759 | 48% | \$ 1,579 | 100% | 43 | \$ 32,637 | \$ 67,910 | \$ 67,910 |
| | each additional 25 rooms | each additional 25 rooms | | 0.50 | 0.00 | 0.00 | 0.50 | \$ 107 | \$ 63 | 59% | \$ 107 | 100% | - | \$ - | \$ - | \$ - |
| TOTAL | | | | | | | | | | | | | \$ 8,218,772 | \$ 12,256,147 | \$ 12,083,689 | |

| Fee No. | Fee Name | Fee Unit / Type | Notes | Activity Service Cost Analysis | | | Cost Recovery Analysis | | | | | Annual Estimated Revenue Analysis | | | | | |
|--------------|---|-----------------|-------|---|------------|--------|---|------------------------------|-----------------------|--------------------------|---------------------------------|-----------------------------------|------------------------------|---------------------------|--------------------|-------------|--|
| | | | | Estimated Average Labor Time Per Activity (hours) | | | Estimated Average Labor Time Per Activity (hours) | Cost of Service Per Activity | Current Fee / Deposit | Existing Cost Recovery % | Recommended Fee / Deposit Level | Recommended Cost Recovery % | Estimated Volume of Activity | Annual Estimated Revenues | | | |
| | | | | Admin | Plan Check | Insp | | | | | | | | Current Fee | Full Cost Recovery | Recommended | |
| | | | | \$ 214 | \$ 439 | \$ 461 | | | | | | | | | | | |
| 1A-Q | HOTEL CONVERSION ORDINANCE FEES | | | | | | | | | | | | | | | | |
| 1 | Annual unit usage report | flat | | 1.00 | 0.00 | 0.00 | 1.00 | \$ 214 | \$ 113 | 53% | \$ 170 | 80% | 336 | \$ 37,914 | \$ 71,723 | \$ 57,039 | |
| 2 | Appeal of initial or annual status determination | hourly | [1] | 0.00 | 0.00 | 1.00 | 1.00 | \$ 461 | \$ 182 | 40% | \$ 272 | 59% | - | \$ - | \$ - | \$ - | |
| 3 | Challenge to claims of exemption | | | | | | | | | | | | | | | | |
| | Usage report | flat | | 0.50 | 0.00 | 0.00 | 0.50 | \$ 107 | \$ 56 | 52% | \$ 84 | 79% | - | \$ - | \$ - | \$ - | |
| | Claim of exemption based on low-income housing | flat | | 0.00 | 0.00 | 2.00 | 2.00 | \$ 921 | \$ 364 | 40% | \$ 546 | 59% | - | \$ - | \$ - | \$ - | |
| | Claim of exemption based on partially completed conversion | flat | | 0.00 | 0.00 | 3.00 | 3.00 | \$ 1,382 | \$ 545 | 39% | \$ 820 | 59% | - | \$ - | \$ - | \$ - | |
| 4 | Complaint or unlawful conversion | flat | | 0.50 | 0.00 | 0.00 | 0.50 | \$ 107 | \$ 56 | % | \$ 84 | 79% | - | \$ - | \$ - | \$ - | |
| | Determination by Department of Real Estate and cost of independent appraisals | flat | | | | | | | Actual Costs | | Actual Costs | | | | | | |
| 5 | Initial unit usage report | flat | | 0.00 | 0.00 | 2.00 | 2.00 | \$ 921 | \$ 364 | 40% | \$ 546 | 59% | - | \$ - | \$ - | \$ - | |
| 6 | Permit to convert | flat | | 0.75 | 0.00 | 3.25 | 4.00 | \$ 1,658 | \$ 545 | 33% | \$ 818 | 49% | - | \$ - | \$ - | \$ - | |
| 7 | Request for hearing to exceed 25% tourist season rental limit: | | | | | | | | | | | | | | | | |
| | Inspection staff review | hourly | | 0.00 | 0.00 | 1.00 | 1.00 | \$ 461 | \$ 182 | 40% | \$ 272 | 59% | - | \$ - | \$ - | \$ - | |
| | Statement of exemption - Hearing Officer Fee | flat | | 0.00 | 0.00 | 2.00 | 2.00 | \$ 921 | \$ 364 | 40% | \$ 543 | 59% | - | \$ - | \$ - | \$ - | |
| 8 | Unsuccessful challenge: | | | | | | | | | | | | | | | | |
| | Usage report | | | | | | | | | | | | | | | | |
| | Inspection staff review | hourly | | 0.00 | 0.00 | 1.00 | 1.00 | \$ 461 | \$ 182 | 40% | \$ 272 | 59% | - | \$ - | \$ - | \$ - | |
| | Statement of exemption - Hearing Officer Fee | flat | | 0.00 | 0.00 | 2.00 | 2.00 | \$ 921 | \$ 364 | 40% | \$ 546 | 59% | - | \$ - | \$ - | \$ - | |
| | Request for winter rental: | | | | | | | | | | | | | | | | |
| | Standard Hourly Inspection Fee | hourly | | 0.00 | 0.00 | 1.00 | 1.00 | \$ 461 | \$ 182 | 40% | \$ 272 | 59% | - | \$ - | \$ - | \$ - | |
| TOTAL | | | | | | | | | | | | | \$ 37,914 | \$ 71,723 | \$ 57,039 | | |

[Notes]

[1] Pursuant to Section 110A, this code shall apply for Department Inspector's work on such request plus fees for Hearing Officer

| Fee No. | Fee Name | Fee Unit / Type | Notes | Activity Service Cost Analysis | | | Estimated Average Labor Time Per Activity (hours) | Cost of Service Per Activity | Cost Recovery Analysis | | | Estimated Volume of Activity | Annual Estimated Revenue Analysis | | | |
|--------------|--|-----------------|-------|---|------------|--------|---|------------------------------|------------------------|--------------------------|---------------------------------|------------------------------|-----------------------------------|---------------------------|--------------------|-------------|
| | | | | Estimated Average Labor Time Per Activity (hours) | | | | | Current Fee / Deposit | Existing Cost Recovery % | Recommended Fee / Deposit Level | | Recommended Cost Recovery % | Annual Estimated Revenues | | |
| | | | | Admin | Plan Check | Insp | | | | | | | | Current Fee | Full Cost Recovery | Recommended |
| | | | | \$ 214 | \$ 439 | \$ 461 | | | | | | | | | | |
| 1A-R | REFUNDS | | | | | | | | | | | | | | | |
| 1 | Application or Permit Issuance Fee: Building, Plumbing, Electrical or Mechanical Permit Issuance Fee | flat | [1] | 1.50 | 0.00 | 0.00 | 1.50 | \$ 321 | \$ 184 | 57% | \$ 277 | 86% | - | \$ - | \$ - | \$ - |
| 2 | Plan Review Fees | each | [2] | 1.50 | 0.00 | 0.00 | 1.50 | \$ 321 | \$ 184 | 57% | \$ 277 | 86% | - | \$ - | \$ - | \$ - |
| 3 | Miscellaneous Fees: | flat | [3] | 1.50 | 0.00 | 0.00 | 1.50 | \$ 321 | \$ 60 | % | \$ 277 | 86% | - | \$ - | \$ - | \$ - |
| TOTAL | | | | | | | | | | | | | \$ - | \$ - | \$ - | |

[Notes]

- [1] Amount paid less current fee or actual costs, whichever is greater. No refunds after work started.
- [2] Amount determined by the building official less current fee. No refunds after application deemed acceptable for Dept of Building Inspection Plan Review.
- [3] Amount paid less current fee. No refunds for less than current fee amount.

APPENDIX B

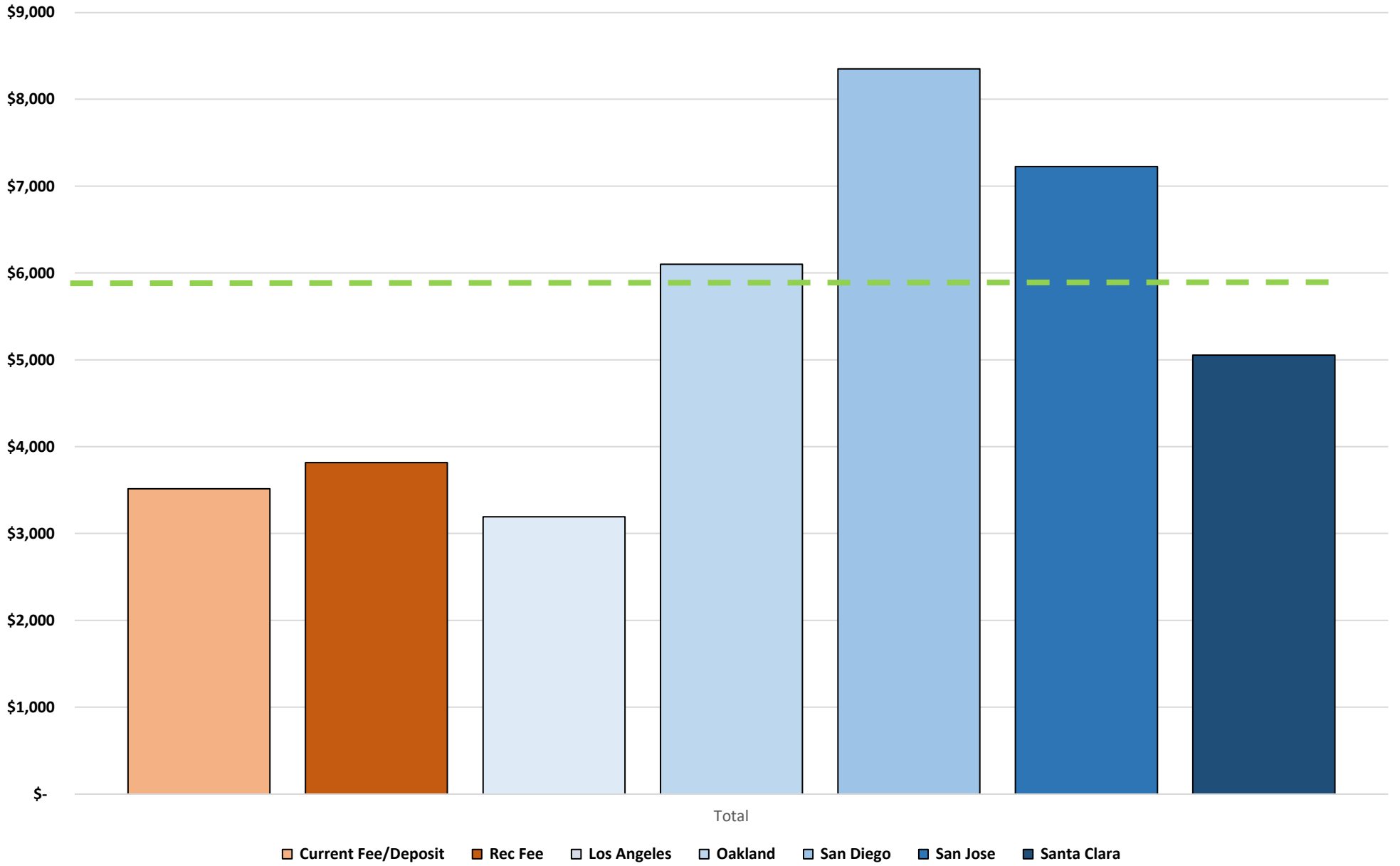
Comparative Fee Survey

| City/County of San Francisco | | | | | Comparison Agencies | | | | | Average of Agencies Surveyed |
|------------------------------|--|---------------------|--------------------|-----------|---------------------|-----------|-----------|-----------|-------------|------------------------------|
| Fee No. | Fee Name | Current Fee/Deposit | Full Cost Recovery | Rec Fee | Los Angeles | Oakland | San Diego | San Jose | Santa Clara | |
| 1 | New Construction: \$200,000 valuation, 1,000 s.f. SFD | | | | | | | | | |
| | Total | \$ 3,515 | \$ 3,815 | \$ 3,815 | \$ 3,194 | \$ 6,100 | \$ 8,350 | \$ 7,226 | \$ 5,055 | \$ 5,985 |
| | Plan Check | \$ 2,460 | \$ 2,618 | \$ 2,618 | \$ 1,486 | \$ 3,389 | \$ 4,925 | \$ 2,304 | \$ 2,637 | |
| | Permit/Inspection | \$ 1,055 | \$ 1,197 | \$ 1,197 | \$ 1,708 | \$ 2,711 | \$ 3,425 | \$ 4,922 | \$ 2,418 | |
| | Fee unit type | valuation | | | valuation | valuation | s.f. | s.f. | s.f. | |
| 2 | New Construction: \$1,000,000 valuation, 5,000 s.f. Commercial | | | | | | | | | |
| | Total | \$ 10,962 | \$ 12,012 | \$ 12,012 | \$ 12,663 | \$ 17,705 | \$ 12,512 | \$ 17,722 | \$ 18,187 | \$ 15,758 |
| | Plan Check | \$ 7,671 | \$ 8,253 | \$ 8,253 | \$ 5,579 | \$ 9,836 | \$ 7,985 | \$ 9,648 | \$ 8,410 | |
| | Permit/Inspection | \$ 3,291 | \$ 3,759 | \$ 3,759 | \$ 7,084 | \$ 7,869 | \$ 4,527 | \$ 8,074 | \$ 9,777 | |
| | Fee unit type | valuation | | | valuation | valuation | s.f. | s.f. | s.f. | |
| 3 | New Construction: \$5,000,000 valuation, 15,000 s.f. Commercial | | | | | | | | | |
| | Total | \$ 42,335 | \$ 44,105 | \$ 44,105 | \$ 51,141 | \$ 73,685 | \$ 16,855 | \$ 31,726 | \$ 49,280 | \$ 44,538 |
| | Plan Check | \$ 29,614 | \$ 30,457 | \$ 30,457 | \$ 22,449 | \$ 40,936 | \$ 11,626 | \$ 15,264 | \$ 24,380 | |
| | Permit/Inspection | \$ 12,721 | \$ 13,648 | \$ 13,648 | \$ 28,693 | \$ 32,749 | \$ 5,229 | \$ 16,462 | \$ 24,900 | |
| | Fee unit type | valuation | | | valuation | valuation | s.f. | s.f. | s.f. | |
| 4 | Alteration: \$50,000 valuation, 500 s.f. room addition | | | | | | | | | |
| | Total | \$ 1,712 | \$ 1,761 | \$ 1,761 | \$ 1,080 | \$ 2,771 | \$ 2,075 | \$ 2,828 | \$ 2,610 | \$ 2,273 |
| | Plan Check | \$ 1,198 | \$ 1,309 | \$ 1,309 | \$ 549 | \$ 1,540 | \$ 552 | \$ 1,008 | \$ 1,317 | |
| | Permit/Inspection | \$ 514 | \$ 452 | \$ 452 | \$ 530 | \$ 1,232 | \$ 1,523 | \$ 1,820 | \$ 1,293 | |
| | Fee unit type | valuation | | | valuation | valuation | s.f. | s.f. | s.f. | |
| 5 | Water Service, Sewer Replacement, Plumbing Fixture (Res) | | | | | | | | | |
| | Total | \$ 171 | \$ 284 | \$ 205 | \$ 55 | \$ 157 | \$ 649 | \$ 583 | \$ 312 | \$ 351 |
| | Plan Check | \$ 57 | \$ 95 | \$ 68 | \$ 55 | \$ 26 | \$ 304 | \$ 288 | \$ 312 | |
| | Permit/Inspection | \$ 114 | \$ 189 | \$ 137 | | \$ 131 | \$ 345 | \$ 295 | | |
| | Fee unit type | per permit | | | per unit | per unit | per unit | hourly | | |

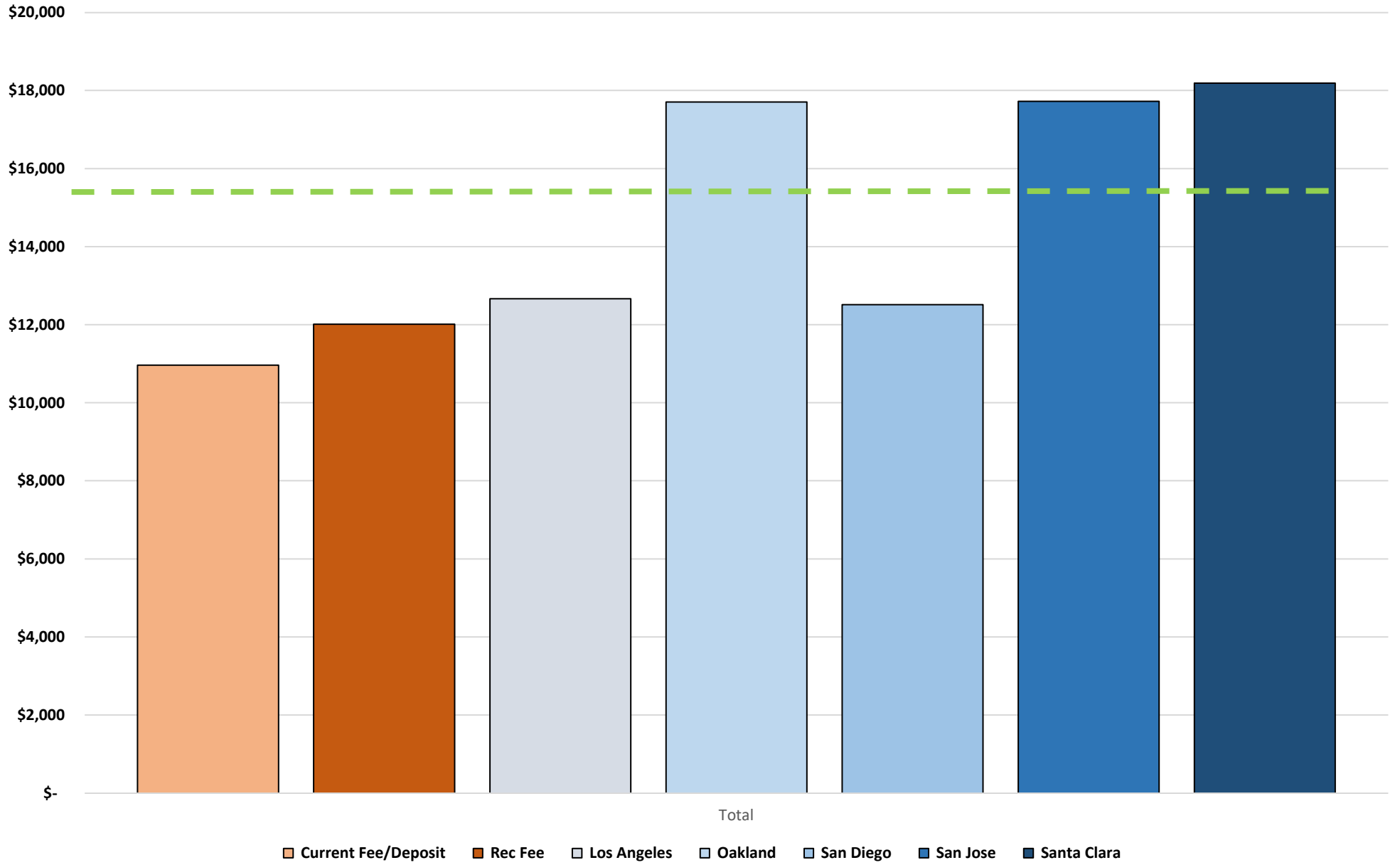
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| City/County of San Francisco | | | | | Comparison Agencies | | | | | Average of Agencies Surveyed |
|------------------------------|---|---------------------|--------------------|---------|----------------------|----------|-----------|----------|-------------|------------------------------|
| Fee No. | Fee Name | Current Fee/Deposit | Full Cost Recovery | Rec Fee | Los Angeles | Oakland | San Diego | San Jose | Santa Clara | |
| 6 | Fire Sprinklers One and Two Family Units | | | | | | | | | |
| | Total | \$ 160 | \$ 284 | \$ 193 | \$ 64 | \$ 178 | \$ - | \$ 668 | \$ - | \$ 303 |
| | Plan Check | \$ 53 | \$ 95 | \$ 64 | \$ 64 | \$ 30 | no comp | \$ 336 | no comp | |
| | Permit/Inspection | \$ 107 | \$ 189 | \$ 129 | | \$ 148 | no comp | \$ 332 | no comp | |
| | Fee unit type | per permit | | | 1-10 sprinkler heads | per unit | each | hourly | each | |
| 7 | Hourly Rates: Plan Review | | | | | | | | | |
| | Total | \$ 200 | \$ 439 | \$ 439 | \$ 104 | \$ 270 | \$ 304 | \$ 288 | \$ 220 | \$ 237 |
| | Plan Check | \$ 200 | \$ 439 | \$ 439 | \$ 104 | \$ 270 | \$ 304 | \$ 288 | \$ 220 | |
| | Fee unit type | hourly | | | hourly | hourly | hourly | hourly | hourly | |
| 8 | Hourly Rates: Inspection | | | | | | | | | |
| | Total | \$ 182 | \$ 461 | \$ 461 | \$ 104 | \$ 406 | \$ 248 | \$ 295 | \$ 220 | \$ 255 |
| | Permit/Inspection | \$ 182 | \$ 461 | \$ 461 | \$ 104 | \$ 406 | \$ 248 | \$ 295 | \$ 220 | |
| | Fee unit type | hourly | | | hourly | hourly | hourly | hourly | hourly | |
| 9 | Up to 10 Outlets and/or Devices Res. Up to 10,000 s.f. | | | | | | | | | |
| | Total | \$ 171 | \$ 280 | \$ 205 | \$ 55 | \$ 77 | \$ 664 | \$ 295 | \$ 147 | \$ 248 |
| | Permit/Inspection | \$ 171 | \$ 280 | \$ 205 | \$ 55 | \$ 77 | \$ 664 | \$ 295 | \$ 147 | |
| | Fee unit type | per permit | | | each | per unit | per unit | hourly | each | |
| 10 | Exterior Electrical Sign (1 inspection) | | | | | | | | | |
| | Total | \$ 182 | \$ 280 | \$ 218 | \$ 55 | \$ 167 | \$ 449 | \$ 295 | \$ 184 | \$ 230 |
| | Permit/Inspection | \$ 182 | \$ 280 | \$ 218 | \$ 55 | \$ 167 | \$ 449 | \$ 295 | \$ 184 | |
| | Fee unit type | each | | | each | per unit | each | hourly | per unit | |
| 11 | Solar Photovoltaic Systems 10 kW or less | | | | | | | | | |
| | Total | \$ 182 | \$ 280 | \$ 218 | \$ 270 | \$ 540 | \$ 451 | \$ 295 | \$ 542 | \$ 420 |
| | Permit/Inspection | \$ 182 | \$ 280 | \$ 218 | \$ 270 | \$ 540 | \$ 451 | \$ 295 | \$ 542 | |
| | Fee unit type | flat | | | each | each | each | hourly | each | |
| 12 | Re-roofing Permit Single Family Home | | | | | | | | | |
| | Total | \$ 171 | \$ 284 | \$ 257 | \$ - | \$ - | \$ 370 | \$ 320 | \$ 734 | \$ 475 |
| | Permit/Inspection | \$ 171 | \$ 284 | \$ 257 | no comp | no comp | \$ 370 | \$ 320 | \$ 734 | |
| | Fee unit type | per permit | | | each | each | hourly | each | each | |

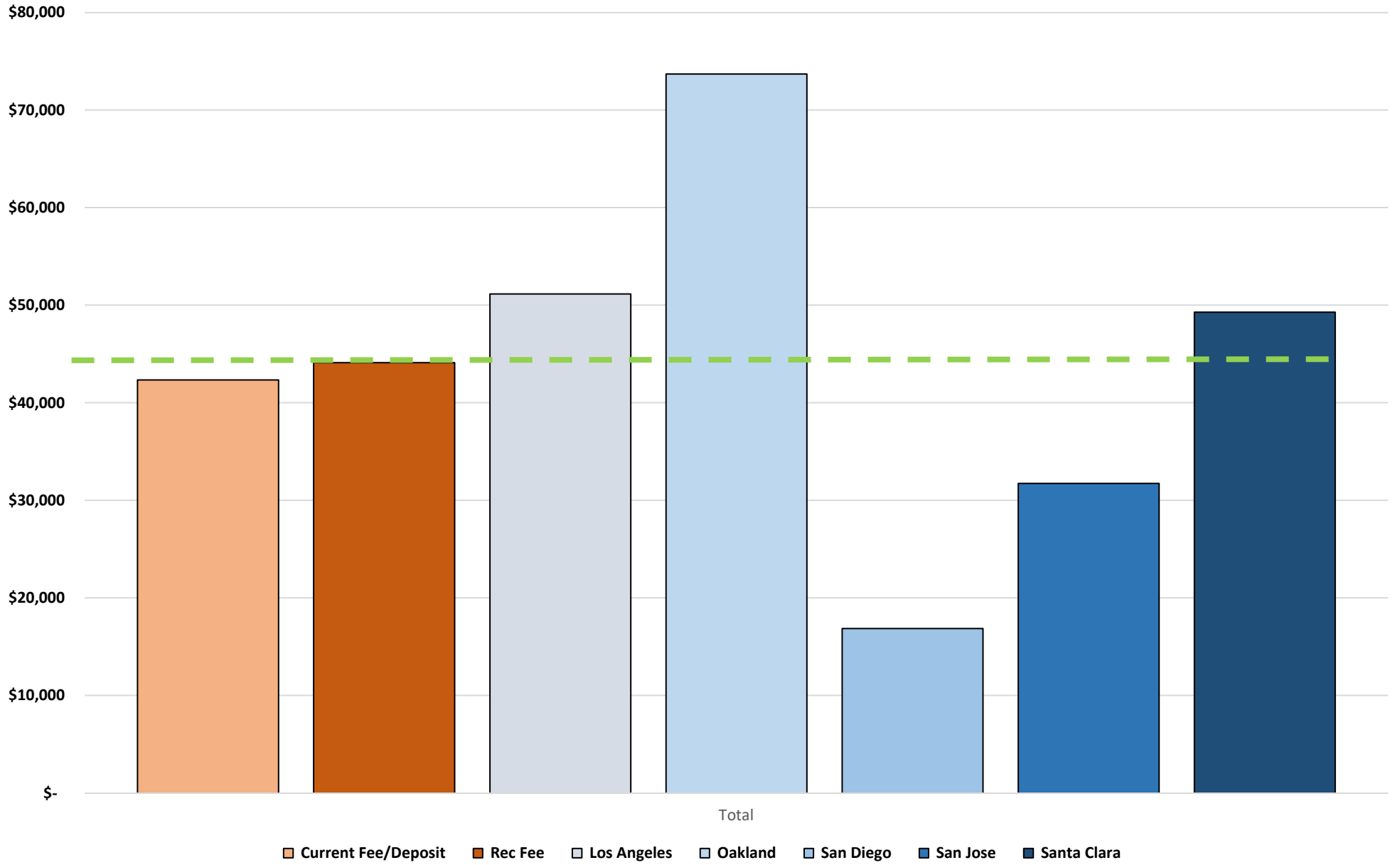
New Construction: \$200,000 valuation, 1000 s.f. SFD



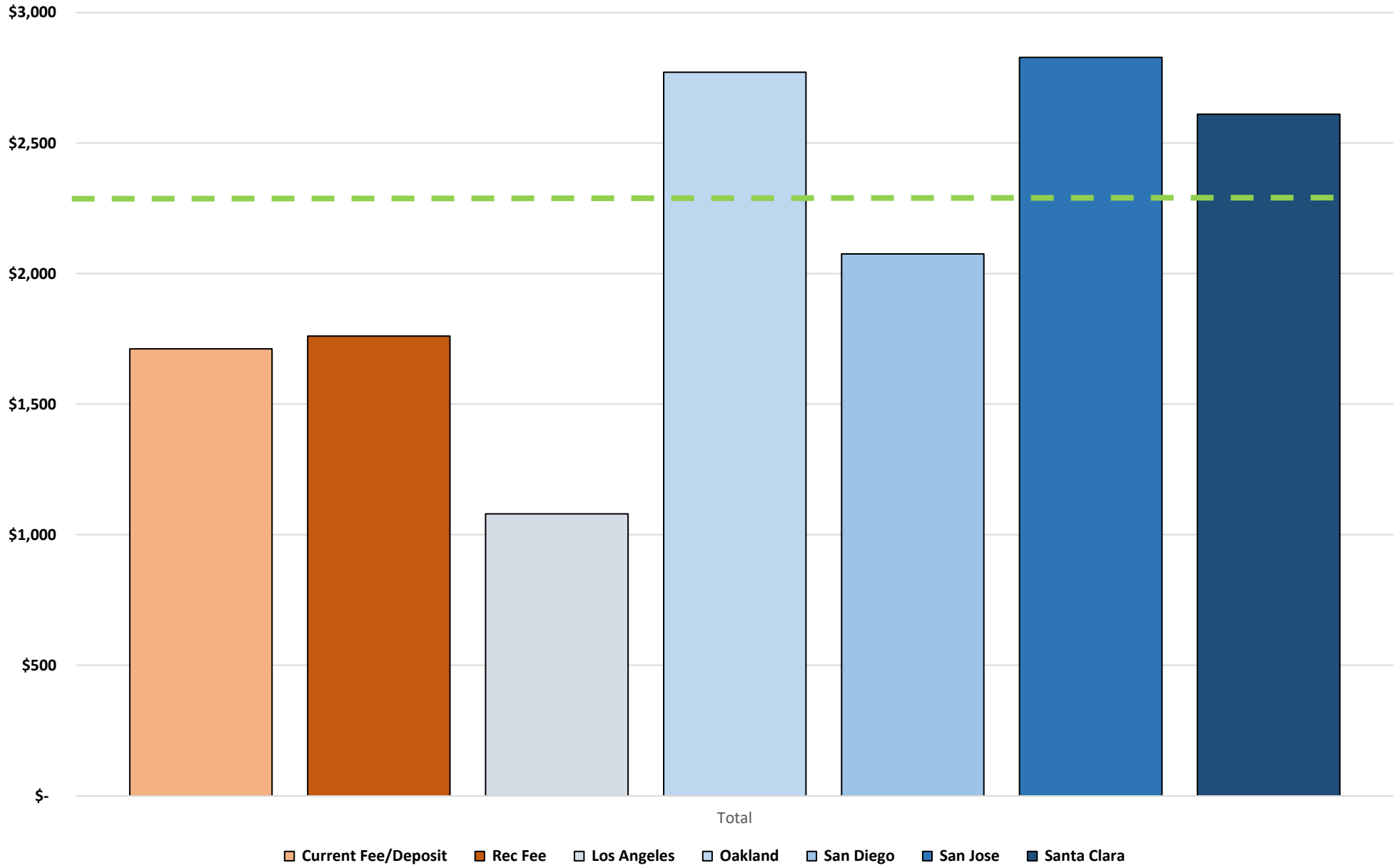
New Construction: \$1,000,000 valuation, 5,000 s.f. Commercial



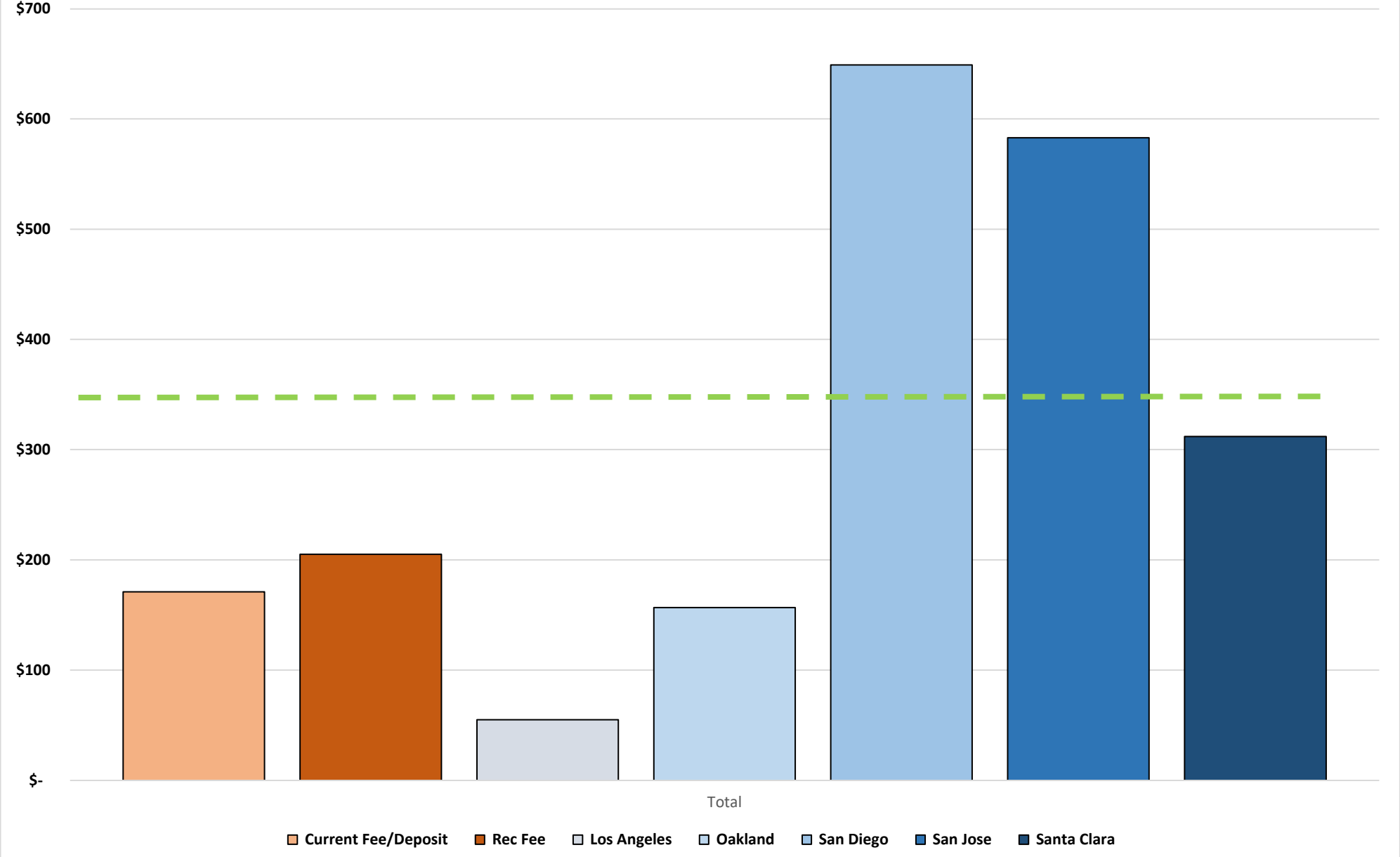
New Construction: \$5,000,000 valuation, 15,000 s.f. Commercial



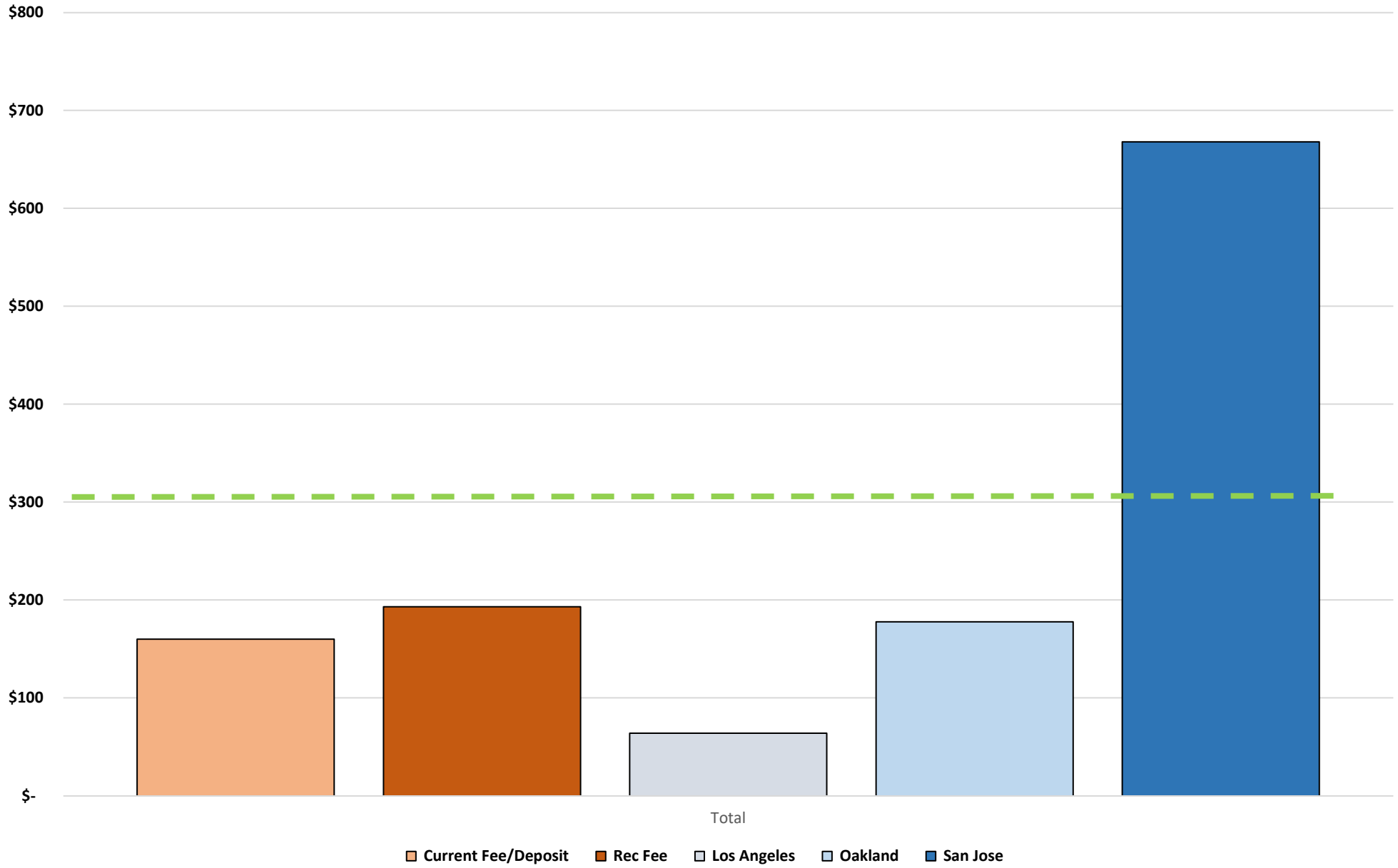
Alteration: \$50,000 valuation, 500 s.f. room addition



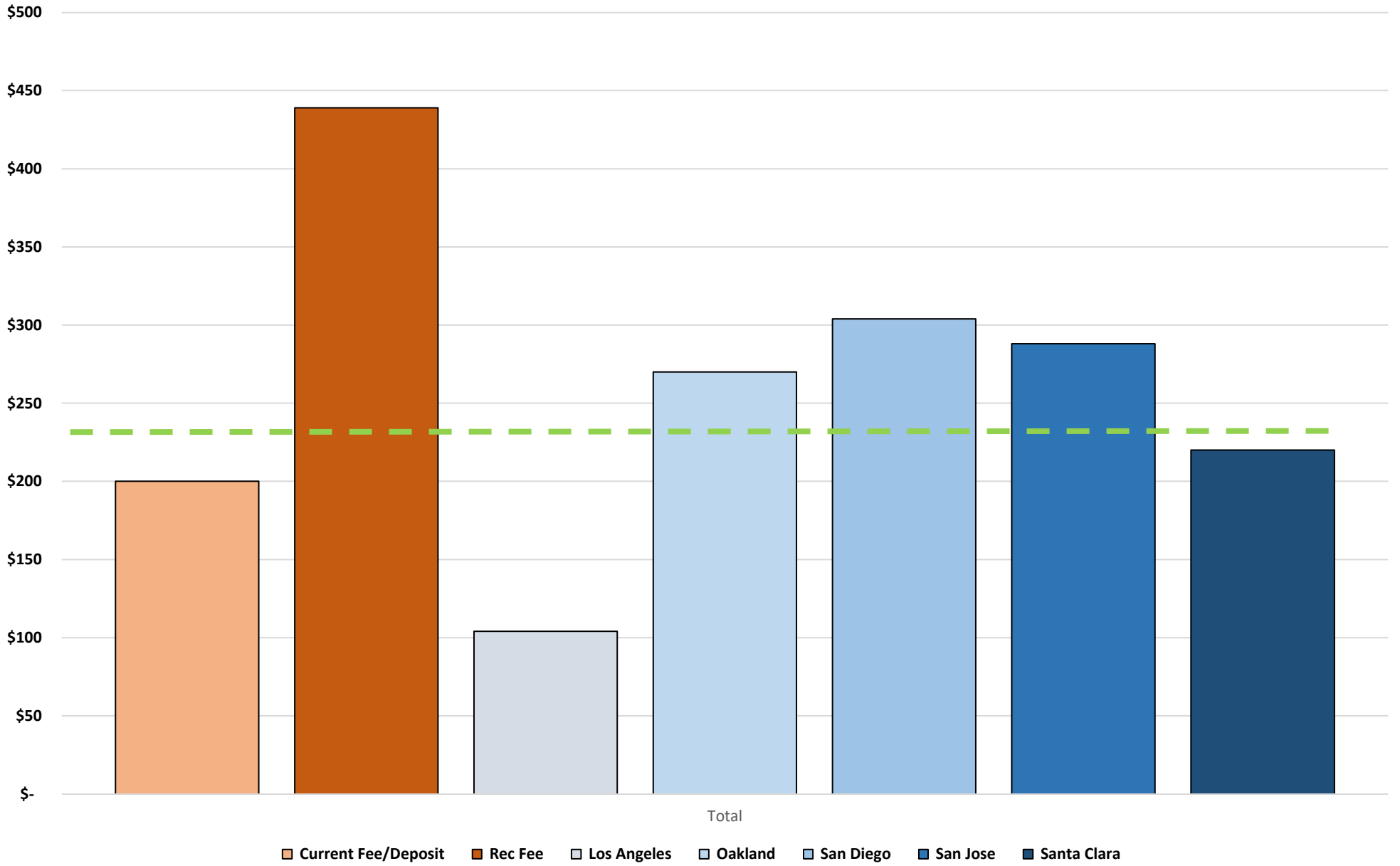
Water Service, Sewer Replacement, Plumbing Fixture (Res)



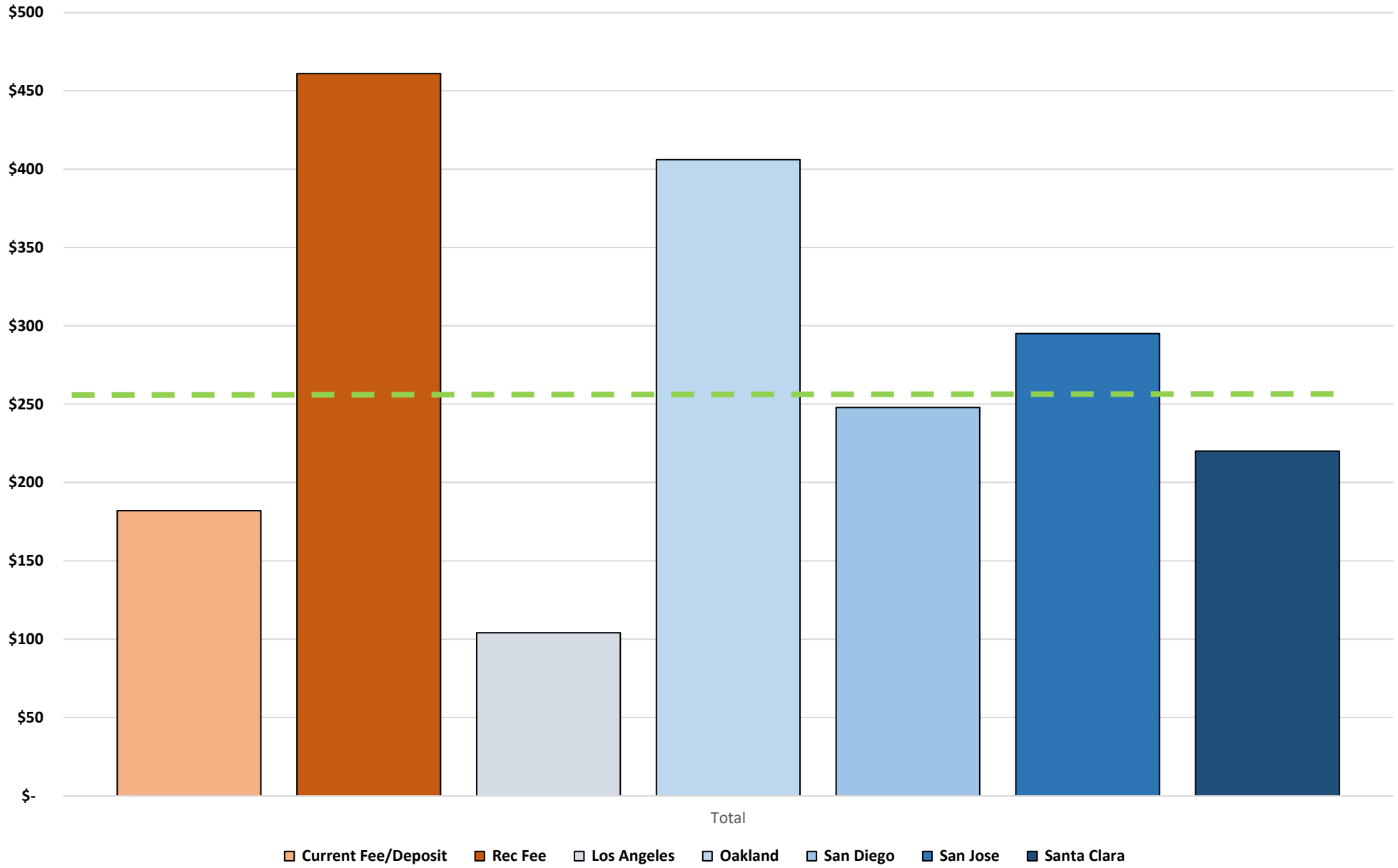
Fire Sprinklers One and Two Family Units



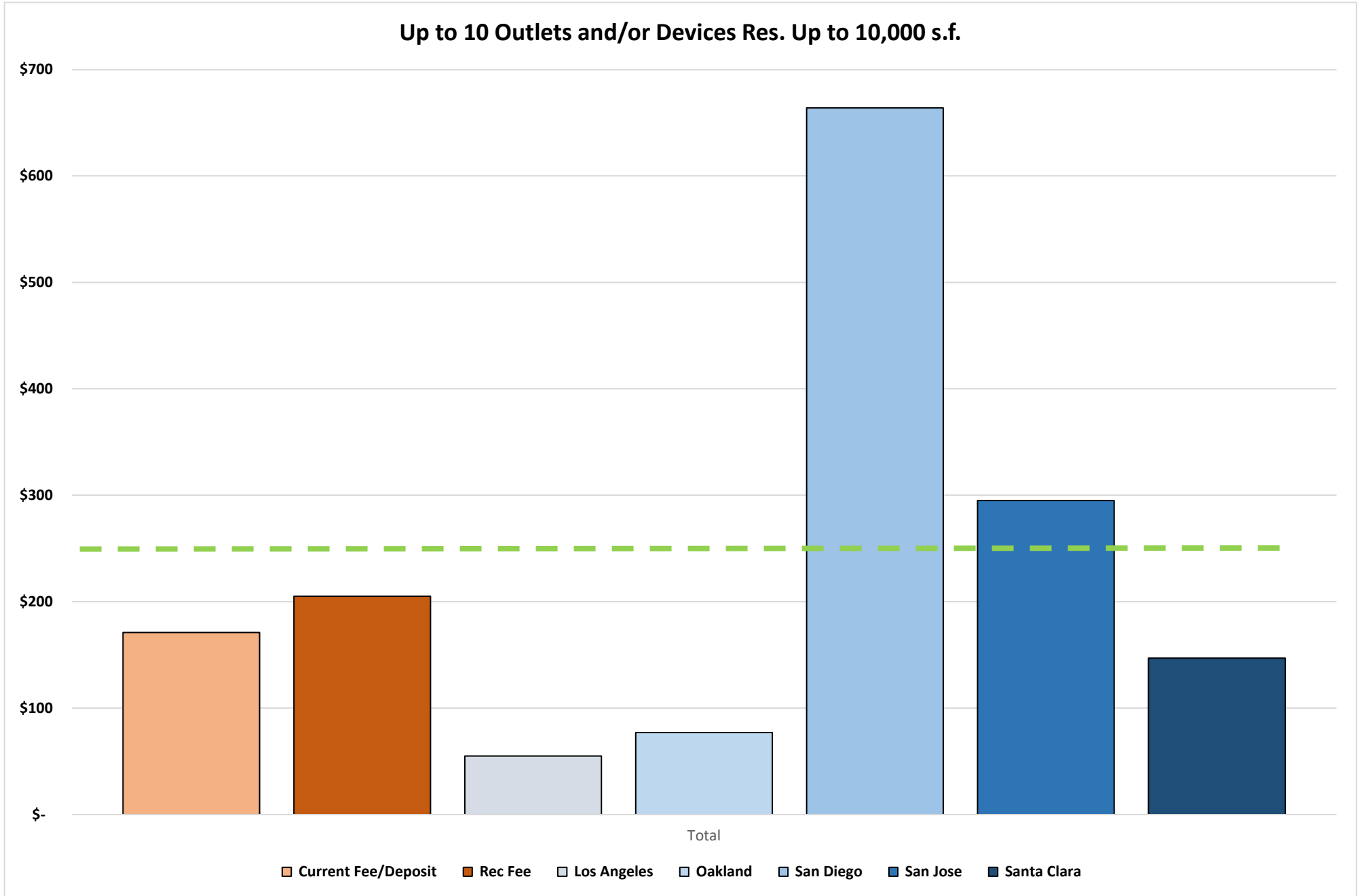
Hourly Rates: Plan Review



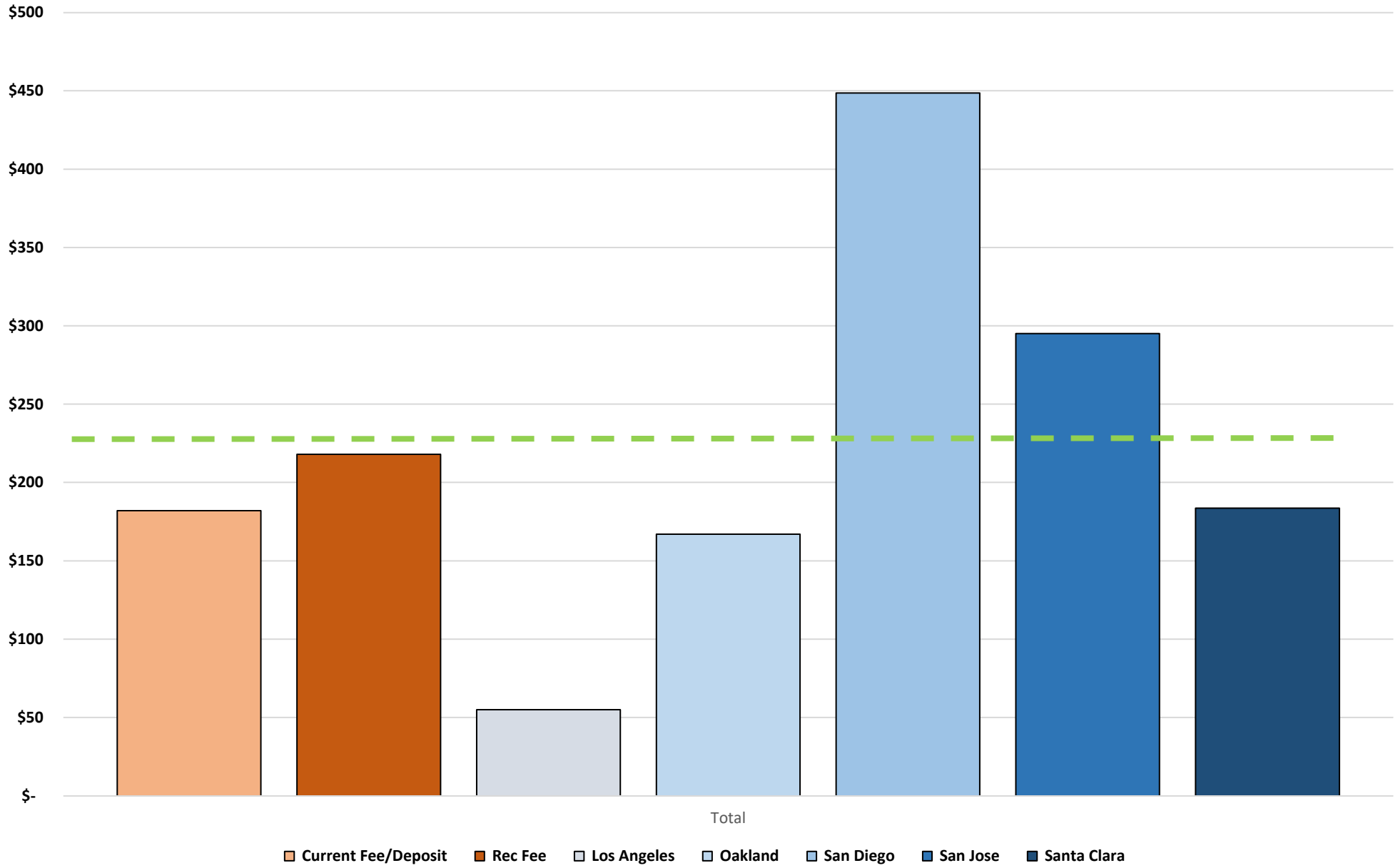
Hourly Rates: Permit/Inspection



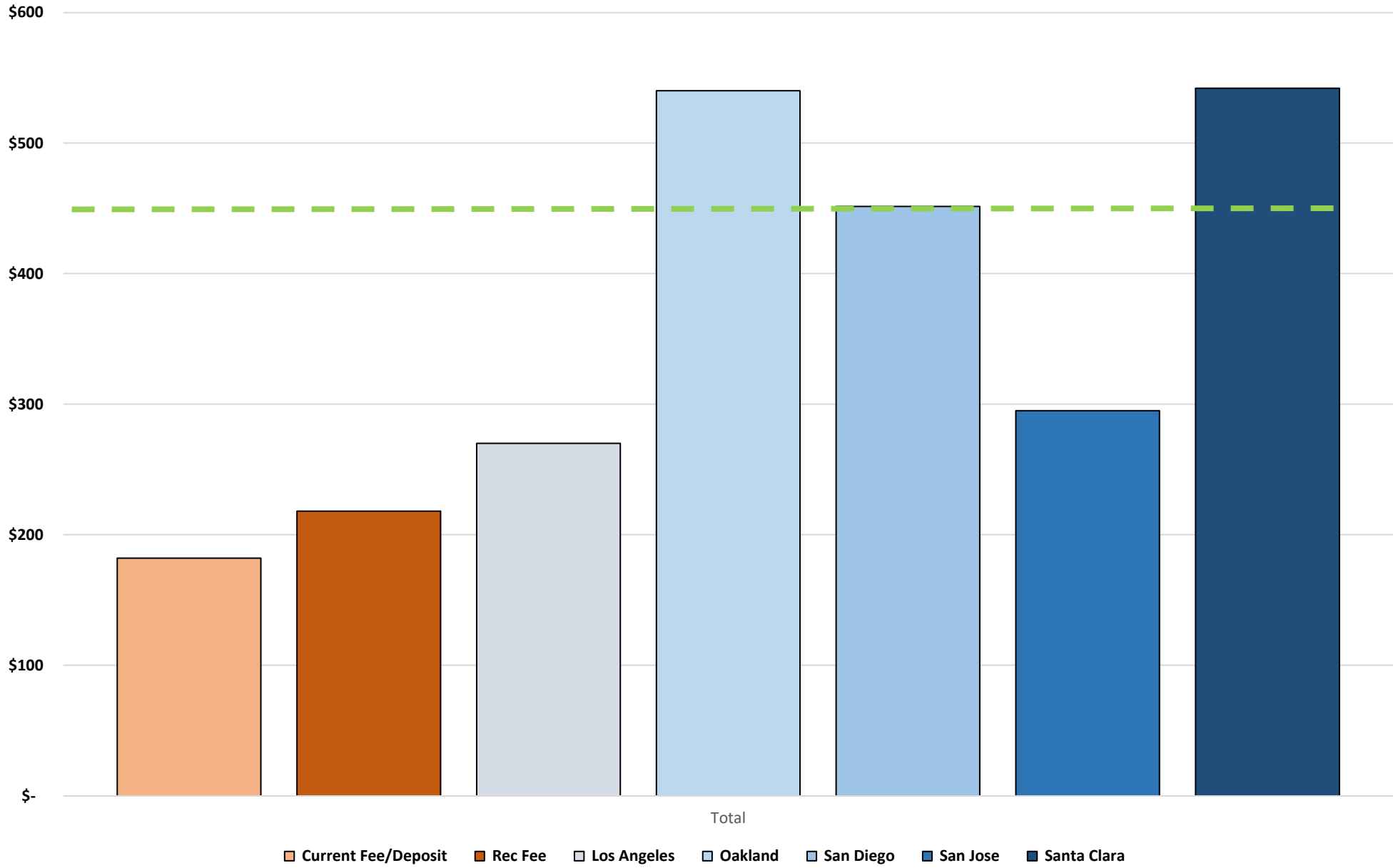
Up to 10 Outlets and/or Devices Res. Up to 10,000 s.f.



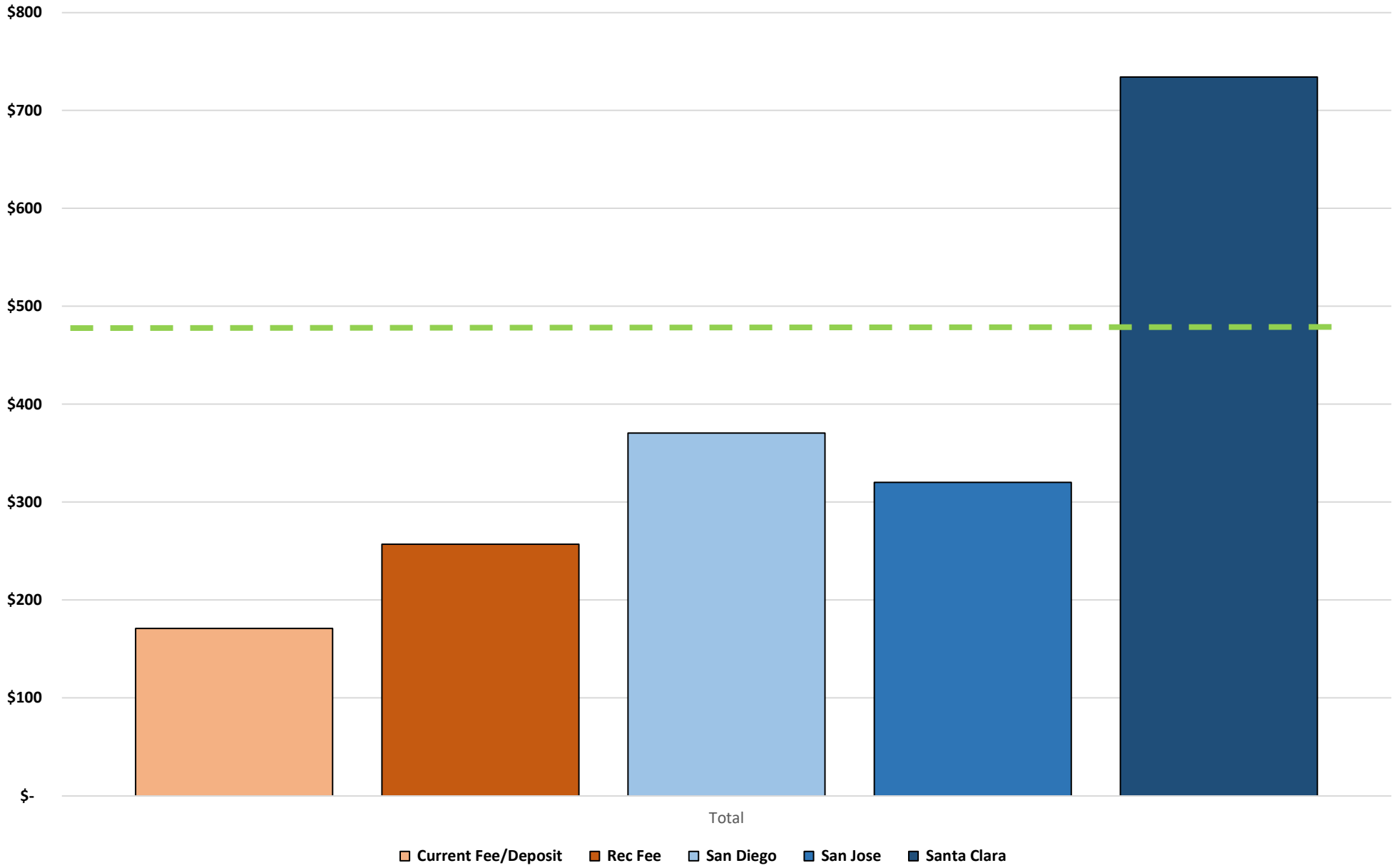
Exterior Electrical Sign (1 inspection)



Solar Photovoltaic Systems 10 kW or less



Re-roofing Permit Single Family Home





DBI Comprehensive User Fee Study

Building Inspection Commission – January 11, 2024

Department of Building Inspection

- The Department of Building Inspection (DBI) oversees the effective, efficient, fair and safe enforcement of the City and County of San Francisco's Building, Housing, Plumbing, Electrical, and Mechanical Codes, along with the Disability Access Regulations.
- DBI is an enterprise department and its operating budget is almost entirely funded by fees related to permits and inspections.
- The majority of DBI's FY 2023-24 \$81.3M operating budget is non-discretionary: 72% labor and 23% other overhead.

Comprehensive User Fee Study

- DBI hired NBS to perform a user fee study to determine fee amounts that recover costs in compliance with applicable laws and industry standards.
- NBS has supported hundreds of cities, counties, schools, special districts, as well as non-profit and for-profit entities in over a dozen states with a variety of revenue and funding tools for decades.

Authority to Charge

- DBI may impose user and regulatory fees for services and activities we provide through provisions set forth in the State Constitution, Article XIII C § 1.
- Under this legal framework, a fee may not exceed the reasonable cost of providing service. Any charge that exceeds cost is a tax and must be approved by the voters, with some exceptions.
- Fee amounts are codified in the San Francisco Building Code.

Fee History

- A fee study completed in 2008 established the current fee structure.
- A fee study completed in 2015 resulted in a 7% reduction in most fees.
- In fiscal year 2023-24, all DBI fees were raised by 15%, effective August 28, 2023.

Fee Study Findings Overview

NBS fee study findings include:

- DBI's fees are currently recovering approximately 73% of the department's costs, \$61M of \$84M.
- Should full cost recovery fees be adopted, an additional \$23M could be recovered.
- The consultant recommends that fees be updated annually.

Staff-Recommended Fee Amounts

- Charging the maximum allowed for each fee (full cost recovery) would result in some significant increases.
- DBI staff recommends lower fee amounts in some instances to mitigate disproportionate negative impacts. These amounts were determined by analyzing various factors including:
 - Percentage and absolute increase
 - Affected population and volume
 - Economic sensitivity

Staff-Recommended Fee Amounts Cont.

- The revenue shortfall from charging less than a service costs would be covered by use of existing fund balance and other miscellaneous sources such as interest.
- Additional fee increases may be needed in future years to balance the budget and maintain operations.

Staff Notes Regarding Volume

- Staff believes the consultant's method for estimating volume is overly optimistic resulting in estimates that are too high.
- The fee study assumes three-year average fee volumes. Actual volumes in FY 2023-24 and FY 2024-25 will likely be less, resulting in less revenue than the consultant projects. Staff projects:
 - For current year, \$52M revenue vs. the consultant's \$61M
 - For FY 2024-25, \$65M revenue vs. the consultant's \$75M
- Staff will use lower volume estimates to determine the FY 2024-25 revenue budget

CBO Funding

- Currently \$4.8M per year is budgeted for Community Based Organizations (CBOs) to provide services that serve DBI's mission. The current grant awards are for outreach and education to tenants and property managers.
- CBO services for the current fiscal year are funded by the General Fund and are therefore excluded from recovery through fees, along with other non-fee funded costs like work orders.

CBO Funding Cont.

- The Building Inspection Commission requested that staff explore alternative funding options.
- Options include:
 - Continuing General Fund support for the CBO grants
 - Raising all DBI fees by an additional 6% to generate enough revenue to fund the grants

Findings Table

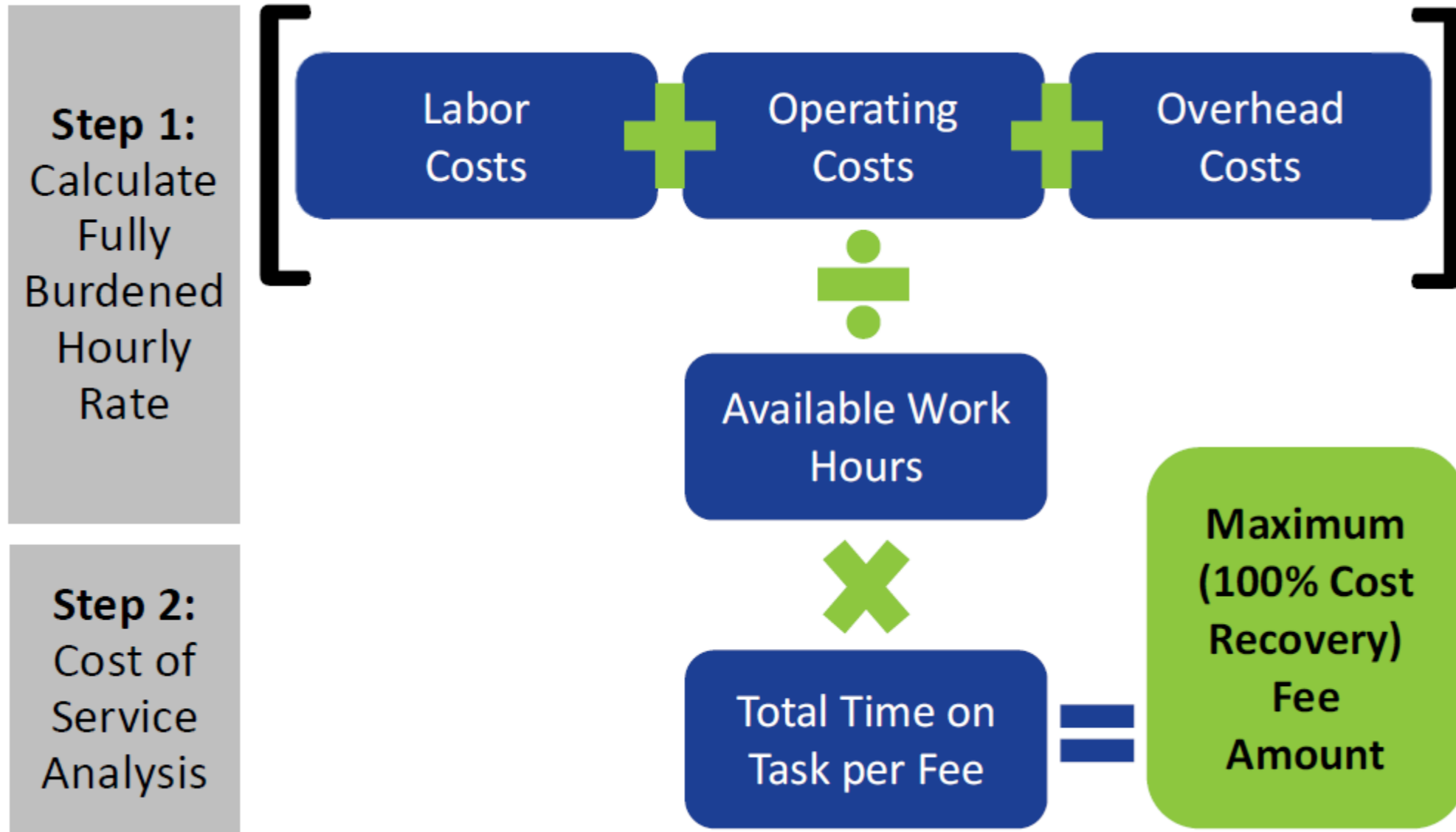
| Fee Category | Annual Estimated Revenues at Current Fee | Annual Estimated Revenues at Full Cost Recovery Fee | Annual Cost Recovery Surplus/ Deficit | Existing Cost Recovery Percentage | Annual Estimated Revenues at Recommended Cost Recovery Fee | Recommended Cost Recovery Percentage |
|---|--|---|---------------------------------------|-----------------------------------|--|--------------------------------------|
| 1A-A: New Construction Building Permit | 4,729,153 | 5,939,189 | (1,210,036) | 80% | 5,936,816 | 100% |
| 1A-A: Alteration Building Permit | 30,345,480 | 33,554,602 | (3,209,122) | 90% | 33,256,981 | 99% |
| 1A-A: No Plans Permit | 2,615,329 | 3,151,721 | (536,393) | 83% | 3,151,721 | 100% |
| 1A-B: Other Building Permit and Plan Review Fees | 878,810 | 1,948,724 | (1,069,914) | 45% | 1,181,232 | 61% |
| 1A-C: Plumbing/Mechanical Issuance and Inspection Fees | 4,966,528 | 9,135,288 | (4,168,760) | 54% | 6,879,003 | 75% |
| 1A-D: Standard Hourly Rates | no data to review | | | | | |
| 1A-E: Electrical Permit Issuance and Inspection | 6,790,928 | 11,955,577 | (5,164,649) | 57% | 9,163,052 | 77% |
| 1A-F: Specialty Permit | 326,126 | 541,249 | (215,124) | 60% | 490,142 | 91% |
| 1A-G: Inspections, Surveys and Reports | 129,456 | 331,089 | (201,633) | 39% | 193,907 | 59% |
| 1A-J: Miscellaneous Fees | 278,769 | 861,264 | (582,494) | 32% | 414,679 | 48% |
| 1A-K: Penalties, Hearings, Code Enforcement Assessments | 216,768 | 548,725 | (331,957) | 40% | 388,277 | 71% |
| 1A-L: Public Information | 33,285 | 96,390 | (63,105) | 35% | 96,390 | 100% |
| 1A-M: Boiler Fees | 1,869,851 | 3,600,966 | (1,731,116) | 52% | 2,442,598 | 68% |
| 1A-N: Energy Conservation | *data not available | | | | | |
| 1A-P: Residential Code Enforcement & License Fees | 8,218,772 | 12,256,147 | (4,037,375) | 67% | 12,083,689 | 99% |
| 1A-Q: Hotel Conversion Ordinance Fees | 37,914 | 71,723 | (33,809) | 53% | 57,039 | 80% |
| 1A-R: Refunds | *data not available | | | | | |
| Total | \$ 61,437,168 | \$ 83,992,653 | \$ (22,555,485) | 73% | \$ 75,735,526 | 90% |

Method of Analysis



- Determine direct and indirect costs of service, allocate overhead
- Add/Delete fees
- Compare existing fees to full cost recovery amounts

Cost of Service Analysis



Fully Burdened Hourly Rates

| Cost Element | Fee for Service: Admin Services | Fee for Service: Permits | Fee for Service: Inspections | Total |
|-------------------------------------|------------------------------------|-----------------------------|------------------------------------|----------------------|
| Labor | \$ 7,734,052 | \$ 8,569,727 | \$ 11,110,886 | \$ 27,414,666 |
| Recurring Non-Labor | 2,849,862 | 3,157,794 | 4,094,166 | 10,101,822 |
| Admin Support Activities | 9,902,312 | 11,546,848 | 20,710,987 | 42,160,146 |
| Division Total | \$ 20,486,226 | \$ 23,274,368 | \$ 35,916,039 | \$ 79,676,633 |
| Fully Burdened Hourly Rate | \$ 214 | \$ 439 | \$ 461 | |
| <i>Reference: Direct Hours Only</i> | <i>95,836</i> | <i>52,979</i> | <i>77,957</i> | |

| | | | |
|----------------------|---------------|---------------|---------------|
| Overtime Rate | \$ 242 | \$ 497 | \$ 511 |
|----------------------|---------------|---------------|---------------|

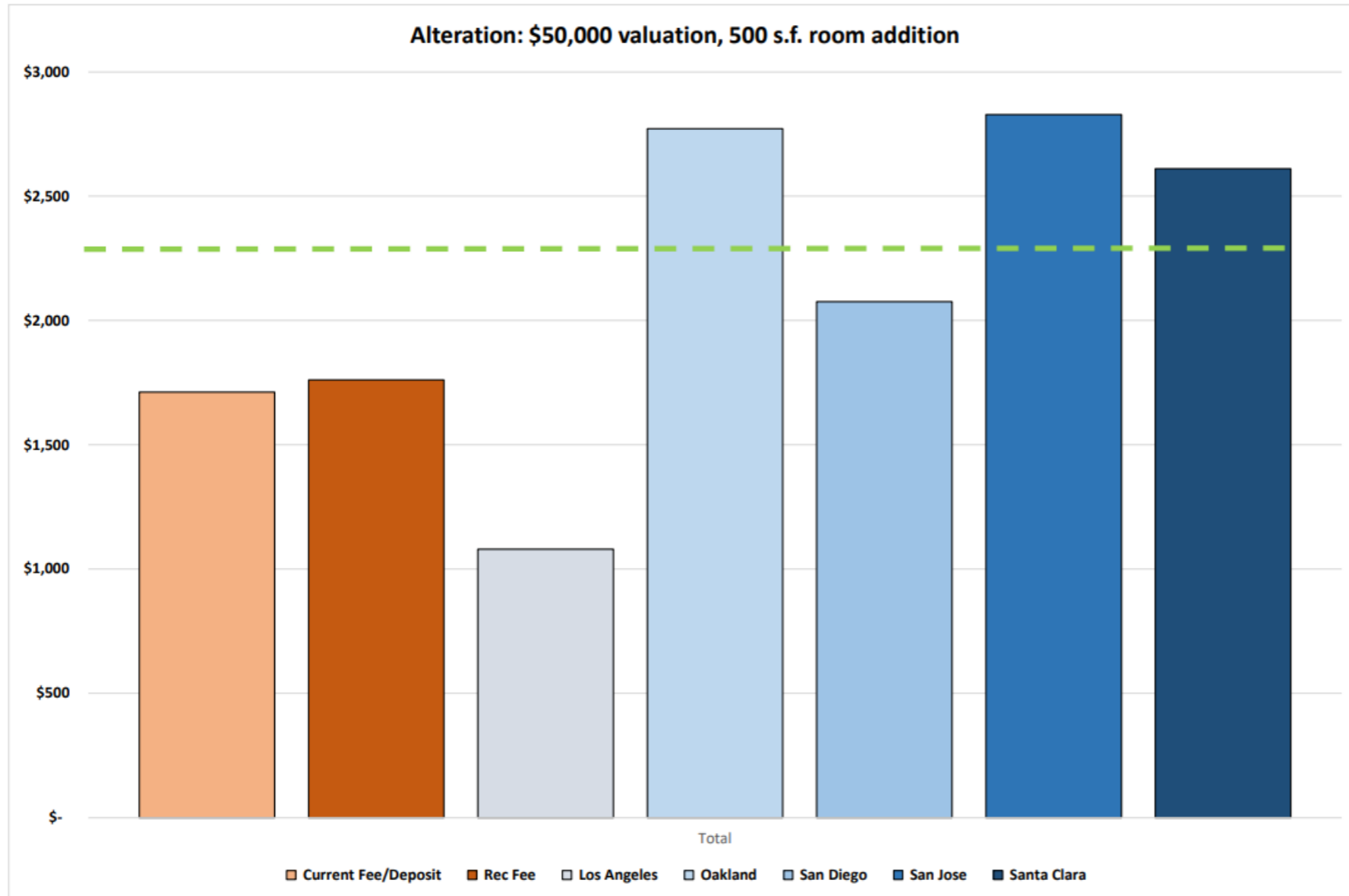
Comparative Fee Survey

- NBS compared rates of Los Angeles, Oakland, San Diego, San Jose, and Santa Clara.
- The comparative agencies structure their services and fees differently, complicating comparisons.
- The comparative agencies may subsidize some fees and not base their fee amounts on the estimated and reasonable cost of providing services.

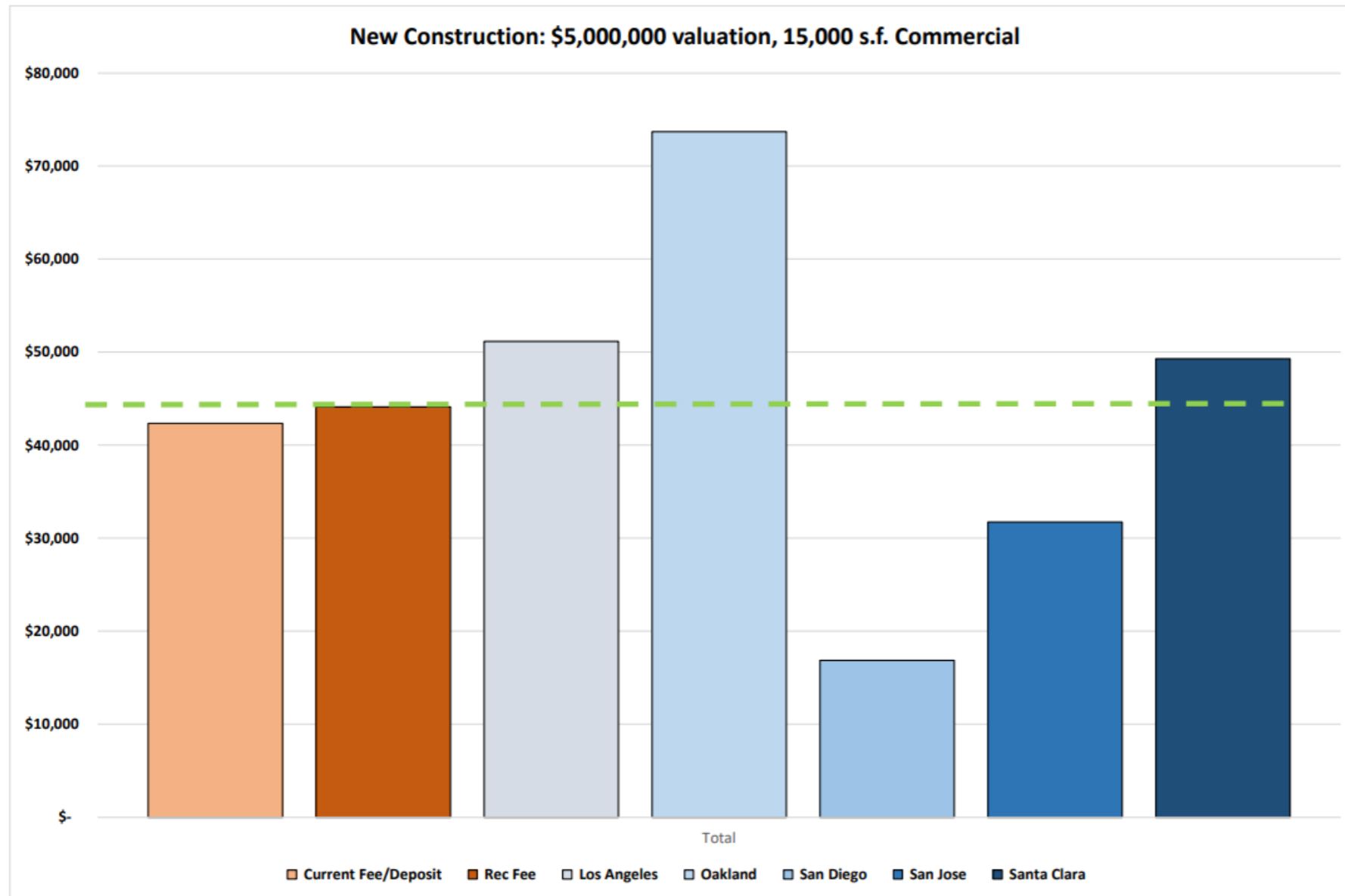
Fee Comparison Summary

| Fee Category | SF DBI Current Fee | SF DBI Recommended Fee | Los Angeles | Oakland | San Diego | San Jose | Santa Clara |
|--|-----------------------|---------------------------|-------------|-----------|-----------|-----------|-------------|
| New Construction: \$200,000 valuation | \$ 3,515 | \$ 3,815 | \$ 3,194 | \$ 6,100 | \$ 8,350 | \$ 7,226 | \$ 5,055 |
| New Construction: \$1,000,000 valuation | \$ 10,962 | \$ 12,012 | \$ 12,663 | \$ 17,705 | \$ 12,512 | \$ 17,722 | \$ 18,187 |
| New Construction: \$5,000,000 valuation | \$ 42,335 | \$ 44,105 | \$ 51,141 | \$ 73,685 | \$ 16,855 | \$ 31,726 | \$ 49,280 |
| Alteration: \$50,000 valuation | \$ 1,712 | \$ 1,761 | \$ 1,080 | \$ 2,771 | \$ 2,075 | \$ 2,828 | \$ 2,610 |
| Water Service, Sewer Replacement, Plumbing Fixture | \$ 171 | \$ 205 | \$ 55 | \$ 157 | \$ 649 | \$ 583 | \$ 312 |
| Fire Sprinklers One and Two Family Units | \$ 160 | \$ 193 | \$ 64 | \$ 178 | \$ - | \$ 668 | \$ - |
| Hourly Rates: Plan Review | \$ 200 | \$ 439 | \$ 104 | \$ 270 | \$ 304 | \$ 288 | \$ 220 |
| Hourly Rates: Permit/Inspection | \$ 182 | \$ 461 | \$ 104 | \$ 406 | \$ 248 | \$ 295 | \$ 220 |
| Up to 10 Outlets and/or Devices Res. | \$ 171 | \$ 205 | \$ 55 | \$ 77 | \$ 664 | \$ 295 | \$ 147 |
| Exterior Electrical Sign (1 inspection) | \$ 182 | \$ 218 | \$ 55 | \$ 167 | \$ 449 | \$ 295 | \$ 184 |
| Solar Photovoltaic Systems 10 kW or less | \$ 182 | \$ 218 | \$ 270 | \$ 540 | \$ 451 | \$ 295 | \$ 542 |
| Re-roofing Permit Single Family Home | \$ 171 | \$ 257 | \$ - | \$ - | \$ 370 | \$ 320 | \$ 734 |

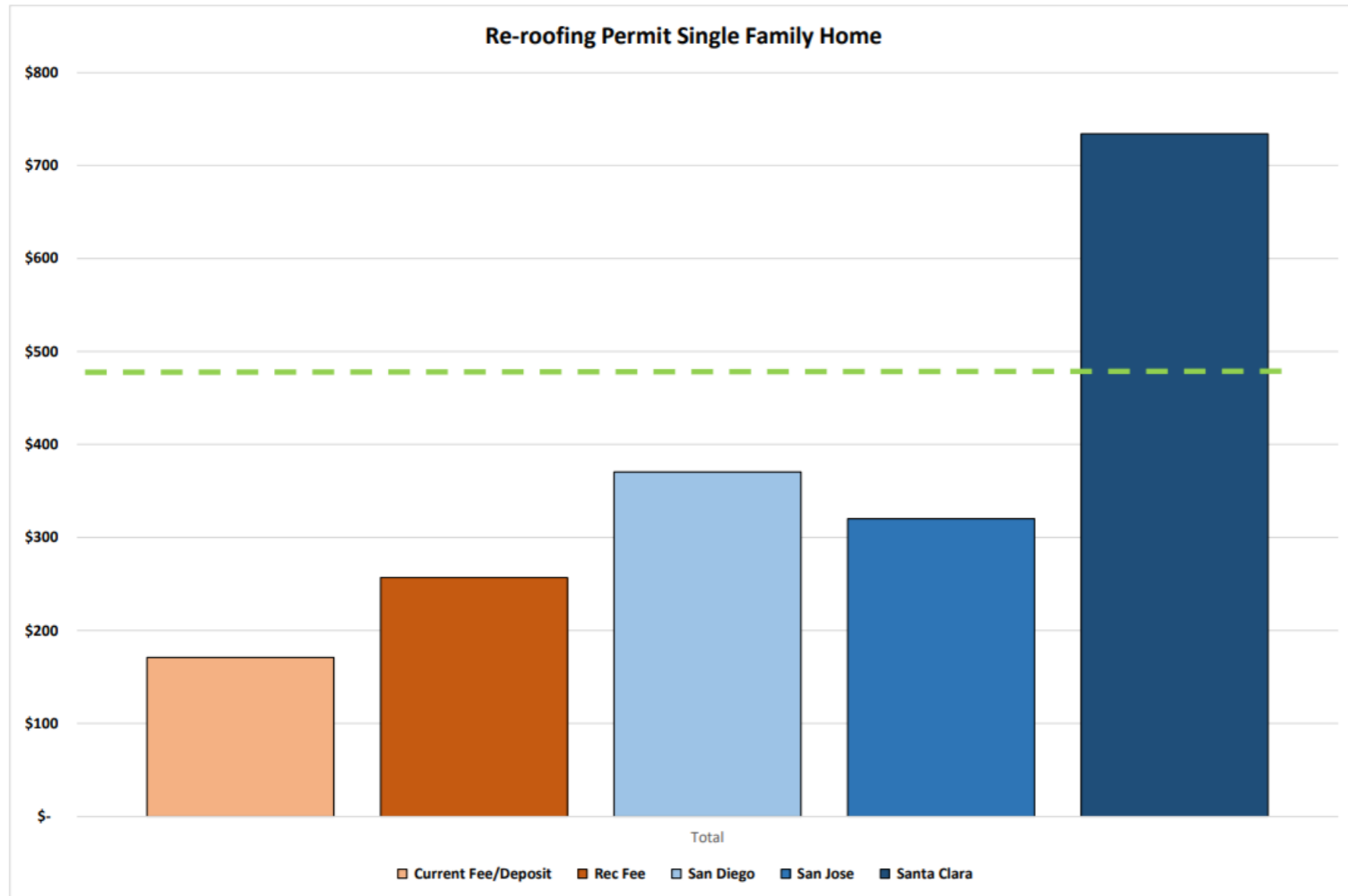
Fee Comparison Contd.



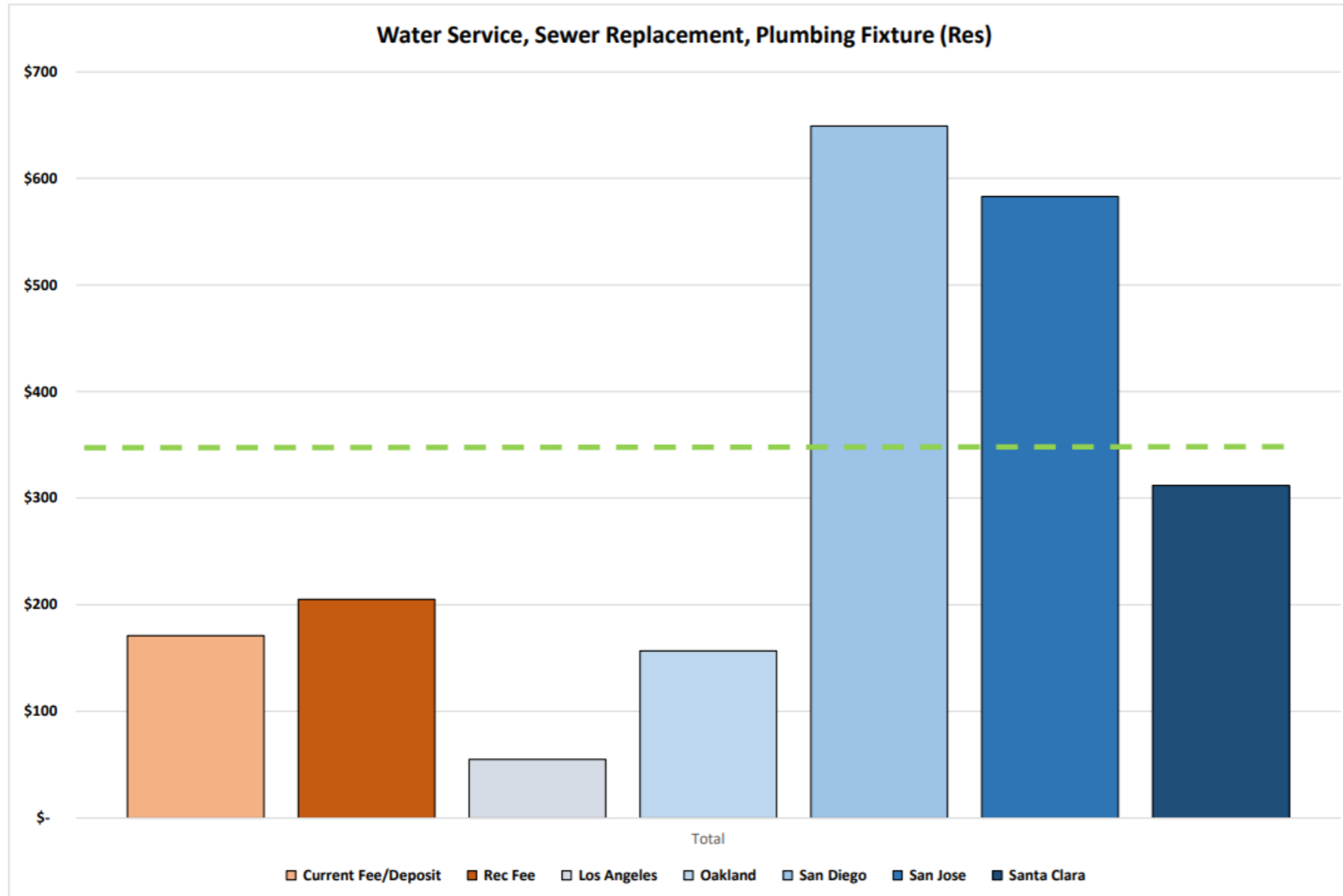
Fee Comparison Contd.



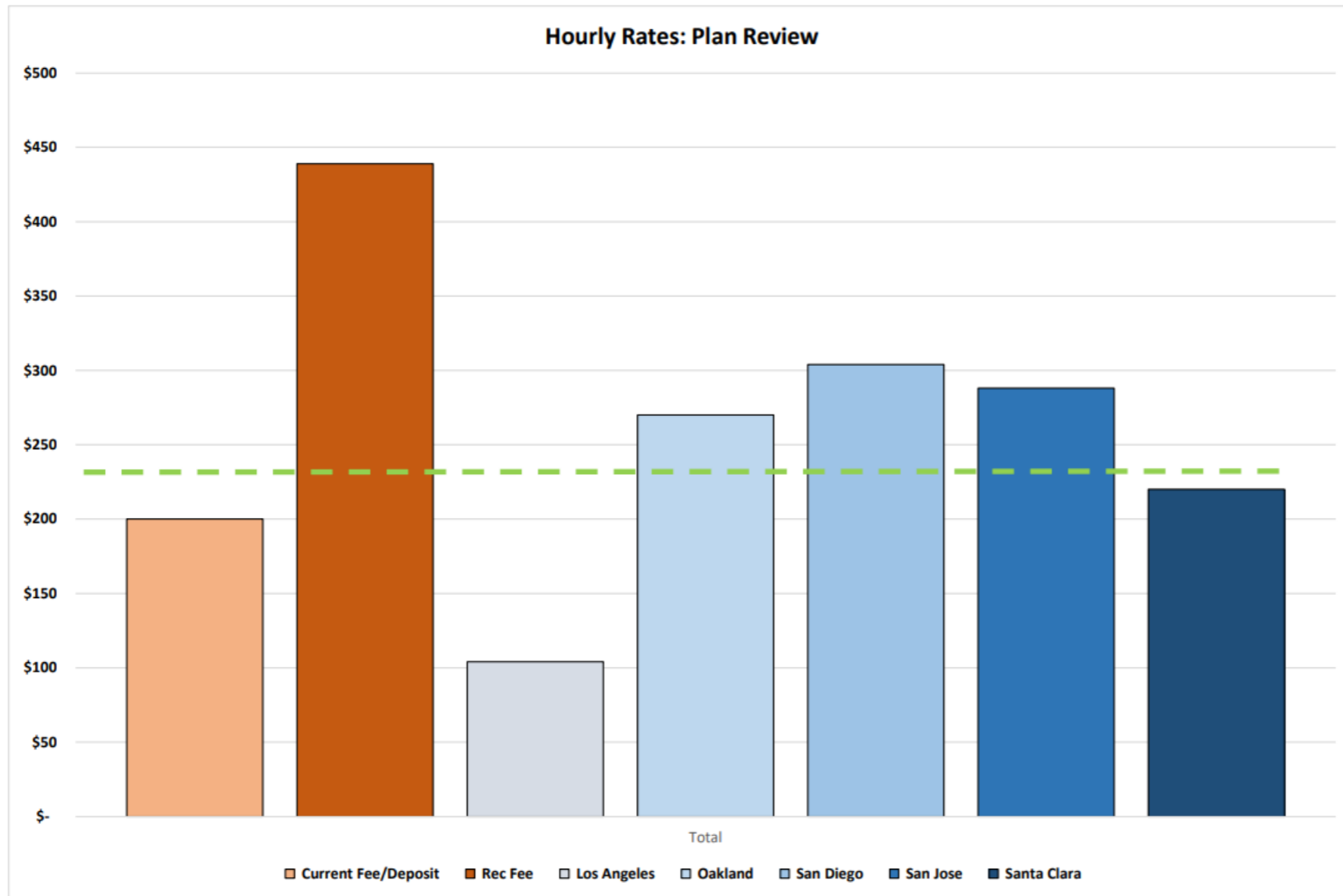
Fee Comparison Contd.



Fee Comparison Contd.



Fee Comparison Contd.



BIC Fee Adjustment Timeline

| Date | Purpose | Action |
|----------------|---|---|
| January 11 | Special Fee Study Meeting | Discussion Only |
| January 17 | First Budget Meeting <ul style="list-style-type: none"> • Overview, No Revenue Changes | Discussion Only |
| Early February | Second Budget Meeting <ul style="list-style-type: none"> • Proposed FY25-26 budget, including revenue revisions based on fee study | Vote - Budget Recommendation to the Board of Supervisors |
| March - April | Building Code Budget Legislation Meeting <ul style="list-style-type: none"> • Proposed legislation updating the Building Code with new fees and fee adjustment process | Vote – Building Code Revisions Recommendation to the Board of Supervisors |
| September | FY25-26 fees become effective | Staff implementation |



THANK YOU