

City of Austin, Texas



Planning and Development Review Fee Study

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Table of Contents

I. Executive Summary	3
II. Methodology	9
III. Inflation Analysis	14
IV. Comparable Jurisdiction Research	25
V. Cost of Service Analysis.....	31
VI. Existing Fee Recommendations and Restructures.....	45
VII. New Fee Recommendations	58
VIII. User Fee Policy	65



Executive Summary

The City of Austin (City) retained Public Financial Management, Inc., (PFM), to conduct a fee and permit study for the Department of Planning and Development Review (Department). The purpose of this study is to provide a review of the fee rates and structures in comparable jurisdictions and perform an inflation analysis. The study includes a large number of the fees housed within the One Stop Shop which were selected for this phase of the project.

To provide leadership to the project, the City assembled a group of individuals to serve on a Steering Committee. This Steering Committee included the department’s director, several assistant directors, as well as the financial manager to the Department. Throughout the study, the Steering Committee provided guidance and direction to the project. The input of the Steering Committee was essential to PFM’s understanding of the policies and processes impacting fees charged by the City of Austin.

An in-depth analysis of individual municipal fees and permits requires a high level of data as well as technical knowledge from staff on the processes for administering them. PFM collaborated with representatives within each of the departmental areas in order to ascertain the fully loaded cost of service related to fees and permits. The resulting findings are reported in Section V and *Appendix B* of the report. *Appendix A* summarizes the comprehensive inventory of fees provided by the City. Information on 421 fees was collected, and subject to analysis. The number of analyzed fees by fee area are shown below:

Table I. Fees Included in Fee Analysis

Fee Area	Number of Fees
Building Permits	72
Demolition	5
Development Assistance	5
Electrical Permits	77
Environmental Re-Inspection	4
Landscape Inspection	5
Mechanical Permits	69
Miscellaneous	2
Plan Review	9
Plumbing Permits	72
Site Plans	71
Temporary Certificate of Occupancy	7
Tree Permits	3
Zoning and Historic	20



Analysis

The following information was a result of PFM’s analysis.

Comparable Jurisdiction Fee Levels

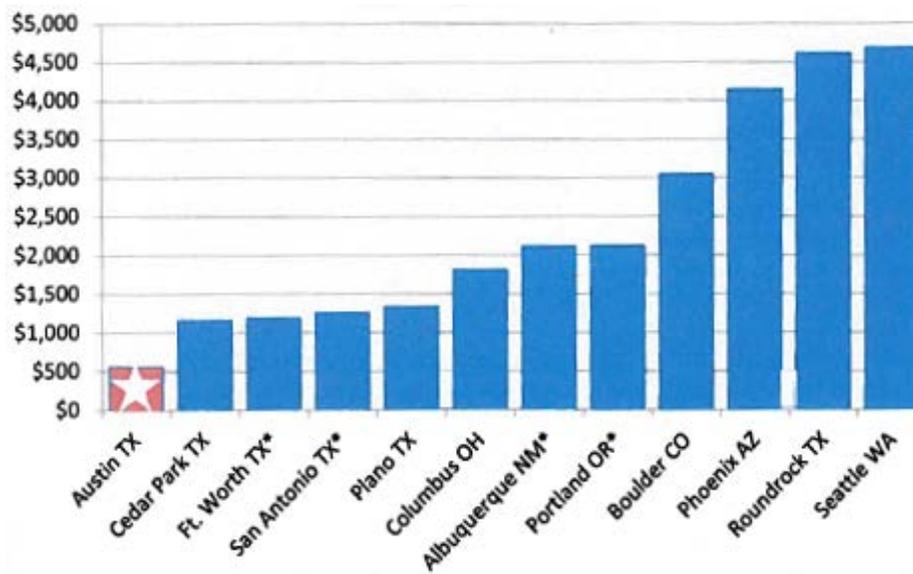
The following comparable municipalities were chosen on the basis of location, common characteristics, social and political, and past comparables: Albuquerque NM, Boulder CO, Cedar Park TX, Columbus OH, Ft. Worth TX, Phoenix AZ, Plano TX, Portland OR, Round Rock, TX, San Antonio, TX and Seattle, WA.

The comparables analysis demonstrates fee amounts for buildings and trades permits (Building Plan Review or Development Services Fee, Building Permit, Electrical, Plumbing and Mechanical) in residential and commercial, new construction and renovation/remodel for varying sizes of projects.

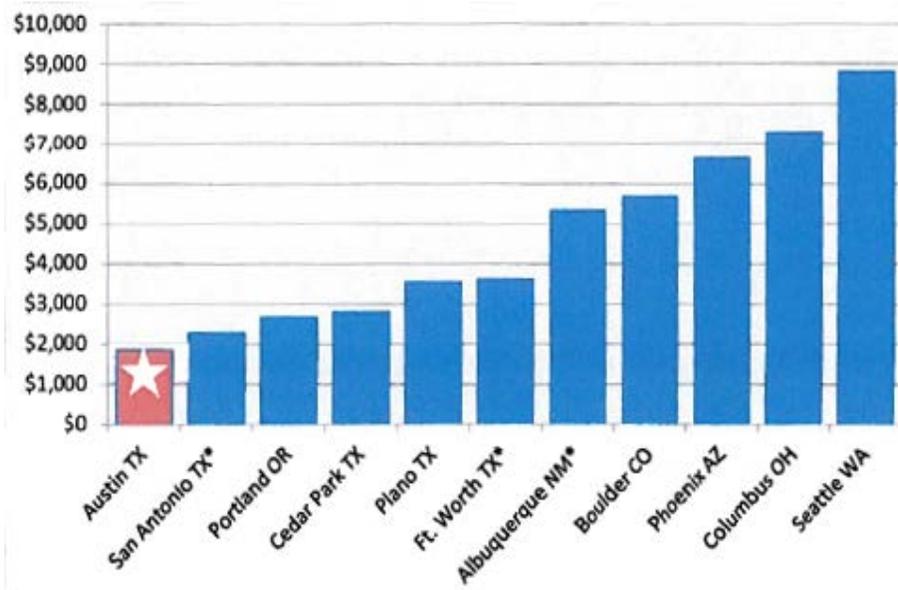
Based on the comparable jurisdiction data that was collected, it is evident that the City of Austin’s combined building and trades fees for new construction on both residential and commercial are comparatively low. Austin places as the lowest amount in nearly every new construction category that was analyzed.

Comparable Analysis Examples

Total Permit: New Residential Construction - \$300,000 Home, 3,000 SF



New Commercial Construction - \$500,000 VAL, 6,500 SF



Inflationary Analysis

Over 90% of fees in PDR have not been updated since 1993. An inflation analysis of those fees, based on the South Urban Consumer Price Index, Urban (CPI-U), shows an increase of 44.5% since the last change. The Department should consider this information when adjusting fees now, and continue to adjust them at a CPI level going forward.

Cost of Service Study

Cost of service analyzes an employee’s time to administer fees based on their working or productive hours. Cost of service also incorporates related direct and indirect costs, such as benefits, supplies and management. Of the 421 Departmental fees reviewed for services, this study has concluded approximately 57% of the fees are currently set below the cost of service in comparison to the current fee level and 43% are currently set above the cost of service. The majority of the fees set above the cost of service on fees towards the upper end of the fee structure tiers that the City currently has set. PFM recommends that the City consider the cost of service analysis when setting fees and possibly modifying its fee structure, especially for building and trades permits to reflect the general findings of the cost of service analysis.

Recommendations

Based on the above analysis, PFM recommends the following:

1) Consider setting fees at an average of all three approaches

PFM recommends an average of all three approaches (comparable, inflationary, and cost of service) be used when increasing current fees. PFM also recommends capping increases to fees at 25% per year in order to prevent undue strain on the City's customers. This recommendation would result in \$1.4 million in additional revenue during the first year of implementation, and \$4.2 million in revenue over five years. In addition, the City should develop a strategy to address fees that are currently above the cost. Details on these recommendations can be found in Section VI of the report.

Revenue Estimates based on Recommendations by Fee Category

	Year 1	Year 2	Year 3	Year 4	Year 5
Building Permits	3,623,739	4,234,310	4,325,707	4,380,993	4,430,149
Demolition	67,214	74,809	79,916	86,300	94,281
Development Assistance	140,476	141,377	142,502	143,909	145,667
Electrical Permits	1,667,274	1,826,942	1,948,118	2,062,032	2,154,648
Environmental Re-Inspection	19,700	19,700	19,700	19,700	19,700
Landscape Inspection	1,625	2,031	2,539	3,174	3,967
Mechanical Permits	1,187,575	1,271,421	1,288,047	1,294,341	1,298,196
Plan Review	975,930	1,077,023	1,155,042	1,219,207	1,296,796
Plumbing Permits	1,084,010	1,222,308	1,319,059	1,384,317	1,405,004
Site Plans	1,241,698	1,405,546	1,574,501	1,742,282	1,928,630
Temporary Certificate of Occupancy	156,150	156,150	156,150	156,150	156,150
Zoning and Historic	256,411	270,841	280,157	291,802	304,030
Miscellaneous	331,958	337,036	340,895	340,895	340,895
TOTAL	10,753,760	12,039,492	12,632,332	13,125,103	13,578,112
Current Revenue	9,387,080				
Difference	1,366,680	2,652,412	3,245,252	3,738,022	4,191,031

2) Implement recommended new fees and fee structure

PFM worked with subject matter experts (SMEs) in each departmental area to determine instances where new fees could be implemented or where fee structures could be modified. The objective was to identify where the Department is providing a service to specific customers at no cost. PFM collaborated closely with staff, leadership and SMEs to estimate employee time to administer newly-identified or restructured fees by establishing a new fee rate that would accurately reflect the cost of service. Based on these conversations, PFM recommends implementing the following new fees:

Fee Area	Recommended Fee	Proposed Rate (Year 1)	Number of Fee Units	Estimated Proposed Revenue
Building Inspection	Mechanical Timed Permits	\$10	N/A	N/A
Residential Review	Express Permits	\$4	3,509	\$14,036
Residential Review	Condo Reviews	\$440	96	\$42,240
Tree Permits	Dead Tree Inspection	\$60	731	\$43,860
All	Development Services Surcharge	3-4%	63,451	\$281,612 - \$375,483
Commercial Review	Quick Turnarounds	N/A	N/A	N/A
TOTAL				\$381,748

3) Adopt a fee policy and other related best practices

PFM recommends the Department and the City develop a fee policy to provide guidelines for setting and reviewing user fees and permits. Fee policies are considered a national best practice and recommended by the Government Finance Officer's Associations. By formalizing the fee-setting process, the City could provide additional public information as to the general rationale for fees and permits for various services. To that end, the policy should provide guidelines on the level of target cost recovery policies along with the rationale for adopting certain recovery targets based on such factors as whether the benefit of the fee-based service is broad or limited to a specific group, the effect of the fee on disadvantaged populations, the ability to efficiently collect the fee, and other public policy concerns.

Methodology

PFM implemented a proven methodology to evaluate the cost and structure of the Department's fees. This methodology involved working closely with staff to collect the most accurate data available and then organizing this data to calculate the cost of service. The first step was to develop a comprehensive inventory of fees charged by the Department. The inventory of current fees was collected from publicly available fee schedules, internal fee schedules and consultation with Department staff.

After the inventory of fees was collected, Subject Matter Experts (SMEs) were identified from various areas within the Department including but not limited to:

- Site Inspection
- Building Inspection
- Land Use Review
- Current Planning
- Residential Review
- Commercial Review
- Permit Center
- Development Assistance Center (DAC)

PFM collaborated with staff in each area to verify the accuracy of the fee inventory and confirm the fee title, current fee cost, total theoretical and actual revenue generated by the fee and the number of fees issued in a given time period.

The refined fee inventory was built and maintained in PFM's Excel database and served as the foundation for all subsequent stages of the study.

Inflation Analysis

Inflation indices are commonly used to increase fees on an annual basis between comprehensive fee studies and to evaluate fee levels. The most commonly used inflation indices are the Consumer Price Indices calculated by the United States Bureau of Labor Statistics (BLS). The BLS calculates an assortment of price indices. Each index calculates the price change of a single item or market basket of commodities either nationally or for a specific region. The BLS region which is classified as the South Urban region was used for this calculation. The CPI-U (Consumer Price Index - All Urban Consumers) for the area is a 12 Month Percent Change, not seasonally adjusted. The CPI-U measures the average change in the price of goods and services for consumers in urban communities within the specified region over time. The CPI-U index was chosen because it covers a broad range of consumer items and generally reflects the increase in costs that Austin's residents, businesses and visitors would experience over time.

Each of the building and trades permit fees were subject to the inflation analysis. The date of the last fee increase was obtained based on prior permit fee schedules. PFM found that a majority of the fees reviewed had not been increased since 1993.

Comparable Jurisdiction Research

For comparison to other jurisdictions, PFM built upon the comparable research already prepared by the City, as well as PFM's experience in Texas and elsewhere. In conjunction with the Steering Committee and SME's, PFM identified specific permits where comparable jurisdiction information could aid the rate analysis or structure redesign.

The following comparable municipalities were chosen on the basis of location, common characteristics, social and political climates, and past comparables; Albuquerque NM, Boulder CO, Cedar Park TX, Columbus OH, Ft. Worth TX, Phoenix AZ, Plano TX, Portland OR, Round Rock, TX, San Antonio, TX and Seattle, WA.

The sample comparables demonstrate fee amounts for buildings and trades permits (Building Plan Review or Development Services Fee, Building Permit, Electrical, Plumbing and Mechanical) in residential and commercial, new construction and renovation/remodel in varying sizes of projects.

The results of this comparable jurisdiction benchmarking analysis are summarized in Section IV and *Appendix F* of the report.

Cost of Service Analysis

Once the refined inventory of fees was confirmed by Departmental staff, PFM interviewed each of the SMEs to determine the best method for allocating employee time to each of the fees (i.e. labor allocation). Salary costs are the main indicator of total costs for providing permitting services; therefore, PFM's general methodology was to first estimate the average time spent on permitting tasks. This method is called "manager's best estimate".

Time allocation was calculated by determining the number of minutes or hours spent per fee or permit issued by each employee. After preliminary time allocation worksheets were produced by PFM based on interviews with SMEs, PFM coordinated with all departmental areas to review their data and account for fees handled in multiple areas. Once the time per unit per employee was approved, the percent of total time spent was calculated. The percent of total time spent for each permit type was calculated by multiplying the average time per fee/permit by the number of fees/permits (units) and then dividing by the average annual number of hours worked (productive hours). In line with the City's Personnel Policies, productive hours were based upon the total annual number of hours to be worked in a year adjusted for vacation, personal, and other types of employee leave (i.e. excluding paid time off). The productive hour's calculation can be found in *Appendix D*.

It is possible to determine the direct labor costs using the percent of total time worked, salary information and the annual number of fees/permits issued. In addition to direct personnel costs, though, the Department also incurs a series of other costs as a result of offering services associated with fees. Four overhead rates were created based on each department's expenditures to account for these other costs. The 2010 City budget, the City's 2010 A-87 Cost Allocation Plan, as well as actual line item expenditures were used in order to calculate these cost factors. There are four basic cost factors to consider when determining overhead rates: fringe benefits (e.g. cost for employee benefits), other costs (e.g. computers, paper, etc.), internal indirect (e.g. department administrative time) and external indirect (e.g. central department service charges). These factors are shown in the Table below:

Table II: Cost Factors

Cost Factor	Description
Fringe Benefits	Employee benefits including; health, pension, FICA, etc
Direct Costs	Materials, contracts, and supplies for the division
Internal Indirect	Costs associated with the administration of the department or division, mostly constituting administrative personnel and leadership
External Indirect	Central services such as city-wide personnel or information technology or fleet; based on rates from the Cost Allocation Plan without A-87 restrictions

Each overhead rate was used to calculate the portion of non-salary costs that should be allocated by employee providing each service. A summation of the total overhead costs and the direct labor costs provided the fully loaded cost of service. An average cost, or a cost per unit, was determined by dividing the fully loaded cost by the number of units in a twelve month period. This method was used to compute the average fully loaded cost of each fee.

Based on the extreme shift in the staffing levels within the Building Inspection branch of PDR a different scenario for the cost of service analysis was also performed. This analysis took into account the additional inspectors which existed shortly before the beginning of the fiscal year that PFM captured in the study. This included seven additional residential inspectors, two additional electrical inspectors and three additional commercial (mechanical and plumbing) inspectors. The analysis of this scenario was used to provide context for the cost of service calculations as well as an understanding of the prior level of effort based on the number and type of inspections in which the inspectors strive to reach. This alternate cost of service analysis is further represented in Section V of the report.

Existing Fee Recommendations and Restructures

PFM employs a multi-faceted approach when determining fee recommendations, including the fee amounts calculated based on cost of service, inflation and comparable jurisdiction analyses. Since many of the Department's fees had not been updated since 1993, and comparatively to other jurisdictions PDR's fees were relatively low, it was essential to consider each individual analysis in conjunction with the cost of service analysis, to develop final recommendations.



Currently a large number of the Departments fees are bifurcated based on square footage or valuation. These tiered systems do not always have a direct correlation with the cost-based approach to analyzing building fees. As expressed by Michael Bouse of the International Code Council¹, that when looking at a fee structure based purely on square footage and valuation from a cost-based approach it will typically result in some fees being charged below and some above the determined cost of service. As predicted, this was the case with PDR's bifurcated fees, that some came out above and below the cost of service.

PFM's multi-faceted approach for recommending fee amounts was calculated by taking the average of the three methodologies and capping increases at 25% per year. These recommendations are available in Section VI of the report.

New Fee Analysis

While gathering time allocations, each Departmental area was asked if there were service(s) provided in their division that currently have no fee where a fee should reasonably be assessed (i.e. is an employee spending a significant amount of time on a service not currently charged?), or if there were new fee opportunities that may exist. Based on prior work with other jurisdictions, PFM also considered fees administered by other governments to identify areas where the City of Austin may be providing services at no cost.

Additional pieces of information from PFM's proprietary master fee database were also included for the City's consideration. The results of this analysis are summarized in the New Fee Recommendations section of this report, Section VII.

¹ Bouse, Michael. Establishing Building Permit Fees. Country Club Hills, IL: International Code Council, 2005.

To determine an inflation rate to adjust fees to current year prices, the BLS region which is classified as the South Urban region was used for this calculation. The CPI-U (Consumer Price Index - All Urban Consumers) for the area is a 12 Month Percent Change, not seasonally adjusted. The CPI-U measures the average change in the price of goods and services for consumers in urban communities within the specified region over time. Over the last ten years, the average annual increase in the BLS South Urban CPI-U (Consumer Price Index - All Urban Consumers) for the area is a 12 Month Percent Change, not seasonally adjusted, of 2.4%.

Each of the building and trades permit fees were subject to the inflation analysis. The date of the last fee increase was obtained based on prior permit fee schedules. For each of the 305 fees subject to the inflation analysis, the date of the last fee increase was obtained based on prior permit fee schedules. PFM found that 93% of the fee reviewed had not been updated since 1993. An inflation analysis of those fees, based on South Urban Consumer Price Index, Urban (CPI-U), shows an increase of 44.5% since the last major change in 1993.

Table III. Inflation Analysis

Fee Title	Fee Current	Year Updated	CPI Adjusted Amount
Building Permits			
Building Permit Fee (Apartment) Commercial, New Construction/Addition	\$0.10 per SQ FT, plus \$17 per Unit	1993	\$0.10 per SQ FT, plus \$26 per Unit
Building Permit Fee Commercial, New Construction/Addition SQ FT 0-500	\$34	1993	\$53
Building Permit Fee Commercial, New Construction/Addition SQ FT 501-1,000	\$78	1993	\$121
Building Permit Fee Commercial, New Construction/Addition SQ FT 1,001-1,500	\$120	1993	\$186
Building Permit Fee Commercial, New Construction/Addition SQ FT 1,501-2,000	\$160	1993	\$248
Building Permit Fee Commercial, New Construction/Addition SQ FT 2,001-2,500	\$200	1993	\$310
Building Permit Fee Commercial, New Construction/Addition SQ FT 2,501-3,000	\$240	1993	\$372
Building Permit Fee Commercial, New Construction/Addition SQ FT 3,001-3,500	\$280	1993	\$434
Building Permit Fee Commercial, New Construction/Addition SQ FT 3,501-4,000	\$325	1993	\$504
Building Permit Fee Commercial, New Construction/Addition SQ FT 4,001-4,500	\$360	1993	\$558
Building Permit Fee Commercial, New Construction/Addition SQ FT 4,501-5,000	\$400	1993	\$620
Building Permit Fee Commercial, New Construction/Addition SQ FT 5,001-8,000	\$610	1993	\$946
Building Permit Fee Commercial, New Construction/Addition SQ FT 8,001-11,000	\$840	1993	\$1,303



Fee Title	Fee Current	Year Updated	CPI Adjusted Amount
Building Permit Fee Commercial, New Construction/Addition SQ FT 11,001-14,000	\$1,070	1993	\$1,659
Building Permit Fee Commercial, New Construction/Addition SQ FT 14,001-17,000	\$1,295	1993	\$2,008
Building Permit Fee Commercial, New Construction/Addition SQ FT 17,001-20,000	\$1,525	1993	\$2,365
Building Permit Fee Commercial, New Construction/Addition SQ FT 20,001-25,000	\$1,905	1993	\$2,954
Building Permit Fee Commercial, New Construction/Addition SQ FT 25,001-30,000	\$2,290	1993	\$3,551
Building Permit Fee Commercial, New Construction/Addition SQ FT 30,001-35,000	\$2,670	1993	\$4,140
Building Permit Fee Commercial, New Construction/Addition SQ FT 35,001-40,000	\$3,055	1993	\$4,737
Building Permit Fee Commercial, New Construction/Addition SQ FT 40,001-45,000	\$3,440	1993	\$5,334
Building Permit Fee Commercial, New Construction/Addition SQ FT 45,001-50,000	\$3,815	1993	\$5,916
Building Permit Fee Commercial, New Construction/Addition SQ FT 50,000+	Use Smaller Increments to Calculate	1993	Use Smaller Increments to Calculate
Building Permit Fee Commercial, Renovation/Remodel VAL 0-500	\$23	1993	\$36
Building Permit Fee Commercial, Renovation/Remodel VAL 501-2,000	\$41	1993	\$64
Building Permit Fee Commercial, Renovation/Remodel VAL 2,001-6,000	\$64	1993	\$99
Building Permit Fee Commercial, Renovation/Remodel VAL 6,001-10,000	\$78	1993	\$121
Building Permit Fee Commercial, Renovation/Remodel VAL 10,001-20,000	\$135	1993	\$209
Building Permit Fee Commercial, Renovation/Remodel VAL 20,001-25,000	\$165	1993	\$256
Building Permit Fee Commercial, Renovation/Remodel VAL 25,001-30,000	\$200	1993	\$310
Building Permit Fee Commercial, Renovation/Remodel VAL 30,001-35,000	\$225	1993	\$349
Building Permit Fee Commercial, Renovation/Remodel VAL 35,001-40,000	\$255	1993	\$395
Building Permit Fee Commercial, Renovation/Remodel VAL 40,001-45,000	\$290	1993	\$450
Building Permit Fee Commercial, Renovation/Remodel VAL 45,001-50,000	\$320	1993	\$496
Building Permit Fee Commercial, Renovation/Remodel VAL 50,001+	Use Smaller Increments to Calculate	1993	Use Smaller Increments to Calculate
Building Permit Fee Residential, Renovation/Remodel VAL 0-500	\$23	1993	\$36
Building Permit Fee Residential, Renovation/Remodel VAL 501-2,000	\$41	1993	\$64
Building Permit Fee Residential, Renovation/Remodel VAL 2,001-6,000	\$64	1993	\$99
Building Permit Fee Residential, Renovation/Remodel VAL 6,001-10,000	\$78	1993	\$121
Building Permit Fee Residential, Renovation/Remodel VAL 10,001-20,000	\$135	1993	\$209
Building Permit Fee Residential, Renovation/Remodel VAL 20,001-25,000	\$165	1993	\$256
Building Permit Fee Residential, Renovation/Remodel VAL 25,001-30,000	\$200	1993	\$310
Building Permit Fee Residential, Renovation/Remodel VAL 30,001-35,000	\$225	1993	\$349
Building Permit Fee Residential, Renovation/Remodel VAL 35,001-40,000	\$255	1993	\$395
Building Permit Fee Residential, Renovation/Remodel VAL 40,001-45,000	\$290	1993	\$450
Building Permit Fee Residential, Renovation/Remodel VAL 45,001-50,000	\$320	1993	\$496



Fee Title	Fee Current	Year Updated	CPI Adjusted Amount
Building Permit Fee Residential, Renovation/Remodel VAL 50,001+	Use Smaller Increments to Calculate	1993	Use Smaller Increments to Calculate
Building Permit Fee Residential, New Construction SQ FT 0-500	\$33	1993	\$51
Building Permit Fee Residential, New Construction SQ FT 501-1,000	\$82	1993	\$127
Building Permit Fee Residential, New Construction SQ FT 1,001-1,250	\$100	1993	\$155
Building Permit Fee Residential, New Construction SQ FT 1,251-1,500	\$125	1993	\$194
Building Permit Fee Residential, New Construction SQ FT 1,501-1,750	\$145	1993	\$225
Building Permit Fee Residential, New Construction SQ FT 1,751-2,000	\$165	1993	\$256
Building Permit Fee Residential, New Construction SQ FT 2,001-2,250	\$185	1993	\$287
Building Permit Fee Residential, New Construction SQ FT 2,251-2,500	\$205	1993	\$318
Building Permit Fee Residential, New Construction SQ FT 2,501-3,000	\$245	1993	\$380
Building Permit Fee Residential, New Construction SQ FT 3,001-3,500	\$290	1993	\$450
Building Permit Fee Residential, New Construction SQ FT 3,501-4,000	\$330	1993	\$512
Building Permit Fee Residential, New Construction SQ FT 4,001-4,999	\$370	1993	\$574
Building Permit Fee Residential, New Construction SQ FT 5,000+	Use Smaller Increments to Calculate	1993	Use Smaller Increments to Calculate
Building Permit Fee Residential New Construction Boat Docks	\$220	2006	\$247
Building Permit Fee Shell 1,001-1,500	\$120	1993	\$186
Building Permit Fee Shell 4,001-4,500	\$360	1993	\$558
Building Permit Fee Shell 4,501-5,000	\$400	1993	\$620
Building Permit Fee Shell 5,001-8,000	\$610	1993	\$946
Building Permit Fee Shell 8,001-11,000	\$840	1993	\$1,303
Building Permit Fee Shell 11,001-14,000	\$1,070	1993	\$1,659
Building Permit Fee Shell 25,001-30,000	\$2,290	1993	\$3,551
Building Plan Revision Fee Commercial	\$175	1996	\$248
Building Plan Update Fee Commercial	\$325	1996	\$461
Demolition			
Demolition Permit Fee Commercial	\$44	1993	\$68
Demolition Permit Fee Residential	\$44	1993	\$68
Demolition/Relocation Plan Review Fee Commercial	\$25	1993	\$39
Demolition/Relocation Plan Review Fee Residential	\$25	1993	\$39
Electrical Permits			
Electrical Permit Commercial, New Construction SQ FT 0-500	\$34	1993	\$53
Electrical Permit Commercial, New Construction SQ FT 501-1,000	\$43	1993	\$67
Electrical Permit Commercial, New Construction SQ FT 1,001-1,500	\$55	1993	\$85
Electrical Permit Commercial, New Construction SQ FT 1,501-2,000	\$70	1993	\$109
Electrical Permit Commercial, New Construction SQ FT 2,001-2,500	\$77	1993	\$119
Electrical Permit Commercial, New Construction SQ FT 2,501-3,000	\$96	1993	\$149
Electrical Permit Commercial, New Construction SQ FT 3,001-3,500	\$105	1993	\$163
Electrical Permit Commercial, New Construction SQ FT 3,501-4,000	\$230	1993	\$357
Electrical Permit Commercial, New Construction SQ FT 4,001-4,500	\$275	1993	\$426
Electrical Permit Commercial, New Construction SQ FT 4,501-5,000	\$305	1993	\$473
Electrical Permit Commercial, New Construction SQ FT 5,001-8,000	\$330	1993	\$512
Electrical Permit Commercial, New Construction SQ FT 8,001-11,000	\$365	1993	\$566



Fee Title	Fee Current	Year Updated	CPI Adjusted Amount
Electrical Permit Commercial, New Construction SQ FT 11,001-14,000	\$400	1993	\$620
Electrical Permit Commercial, New Construction SQ FT 14,001-17,000	\$445	1993	\$690
Electrical Permit Commercial, New Construction SQ FT 20,001-25,000	\$540	1993	\$837
Electrical Permit Commercial, New Construction SQ FT 25,001-30,000	\$600	1993	\$930
Electrical Permit Commercial, New Construction SQ FT 35,001-40,000	\$735	1993	\$1,140
Electrical Permit Commercial, New Construction SQ FT 40,001-45,000	\$810	1993	\$1,256
Electrical Permit Commercial, New Construction SQ FT 45,001-50,000	\$895	1993	\$1,388
Electrical Permit Commercial, New Construction SQ FT 50,001+	Use Smaller Increments to Calculate	1993	Use Smaller Increments to Calculate
Electrical Permit Commercial, Shell SQ FT 4,501-5,000	\$120	1993	\$186
Electrical Permit Commercial, Shell SQ FT 5,001-8,000	\$165	1993	\$256
Electrical Permit Commercial, Shell SQ FT 50,001+	Use Smaller Increments to Calculate	1993	Use Smaller Increments to Calculate
Electrical Permit Residential, New Construction SQ FT 0-500	\$34	1993	\$53
Electrical Permit Residential, New Construction SQ FT 501-1,000	\$48	1993	\$74
Electrical Permit Residential, New Construction SQ FT 1,001-1,250	\$57	1993	\$88
Electrical Permit Residential, New Construction SQ FT 1,251-1,500	\$73	1993	\$113
Electrical Permit Residential, New Construction SQ FT 1,501-1,750	\$79	1993	\$123
Electrical Permit Residential, New Construction SQ FT 1,751-2,000	\$91	1993	\$141
Electrical Permit Residential, New Construction SQ FT 2,001-2,250	\$100	1993	\$155
Electrical Permit Residential, New Construction SQ FT 2,251-2,500	\$115	1993	\$178
Electrical Permit Residential, New Construction SQ FT 2,501-3,000	\$140	1993	\$217
Electrical Permit Residential, New Construction SQ FT 3,000-3,500	\$165	1993	\$256
Electrical Permit Residential, New Construction SQ FT 3,501-4,000	\$185	1993	\$287
Electrical Permit Residential, New Construction SQ FT 4,001-5,000	\$230	1993	\$357
Electrical Permit Residential, New Construction SQ FT 5,001+	Use Smaller Increments to Calculate	1993	Use Smaller Increments to Calculate
Electrical Permit Residential, New Construction, Duplex SQ FT 501-1,000	\$82	1993	\$127
Electrical Permit Residential, New Construction, Duplex SQ FT 1,001-1,250	\$91	1993	\$141
Electrical Permit Residential, New Construction, Duplex SQ FT 1,251-1,500	\$107	1993	\$166
Electrical Permit Residential, New Construction, Duplex SQ FT 2,251-2,500	\$149	1993	\$231
Electrical Permit Residential, New Construction, Duplex SQ FT 3,000-3,500	\$199	1993	\$309
Electrical Permit Residential, New Construction, Duplex SQ FT 3,501-4,000	\$219	1993	\$340
Electrical Permit Residential, New Construction, Duplex SQ FT 4,001-5,000	\$264	1993	\$409
Electrical Permit Residential, New Construction, Duplex SQ FT 5,001+	Use Smaller Increments to Calculate, plus \$34	1993	Use Smaller Increments to Calculate, plus \$34
Electrical Permit Residential, Electric Service Inspection Fee - Residence	\$23	1993	\$36
Electrical Permit Residential, Electric Service Inspection Fee - Garage/Carport	\$23	1993	\$36



Fee Title	Fee Current	Year Updated	CPI Adjusted Amount
Electrical Permit Residential, Electric Service Inspection Fee - Boat dock	\$23	1993	\$36
Electrical Permit Apartments, Commercial	\$57 per apartment/unit	1993	\$88 per apartment/unit
Electrical Permit Motel-Hotel, Commercial	\$29 per room/unit	1993	\$44 per room/unit
Electrical Permit Warehouse Space & Parking Garages, Commercial	\$17 per 1,000 sq ft	1993	\$26 per 1,000 sq ft
Electrical Permit Fee Commercial, Renovation/Remodel VAL 0-500	\$23	1993	\$36
Electrical Permit Fee Commercial, Renovation/Remodel VAL 501-2,000	\$29	1993	\$45
Electrical Permit Fee Commercial, Renovation/Remodel VAL 2,001-6,000	\$55	1993	\$85
Electrical Permit Fee Commercial, Renovation/Remodel VAL 6,001-1,0000	\$77	1993	\$119
Electrical Permit Fee Commercial, Renovation/Remodel VAL 10,001-20,000	\$94	1993	\$146
Electrical Permit Fee Commercial, Renovation/Remodel VAL 20,001-25,000	\$105	1993	\$163
Electrical Permit Fee Commercial, Renovation/Remodel VAL 25,001-30,000	\$125	1993	\$194
Electrical Permit Fee Commercial, Renovation/Remodel VAL 30,001-35,000	\$140	1993	\$217
Electrical Permit Fee Commercial, Renovation/Remodel VAL 35,001-40,000	\$155	1993	\$240
Electrical Permit Fee Commercial, Renovation/Remodel VAL 40,001-45,000	\$180	1993	\$279
Electrical Permit Fee Commercial, Renovation/Remodel VAL 45,001-50,000	\$195	1993	\$302
Electrical Permit Fee Commercial, Renovation/Remodel VAL 50,001+	Use Smaller Increments to Calculate	1993	Use Smaller Increments to Calculate
Electrical Permit Fee Residential, Renovation/Remodel VAL 0-500	\$23	1993	\$36
Electrical Permit Fee Residential, Renovation/Remodel VAL 501-2,000	\$29	1993	\$45
Electrical Permit Fee Residential, Renovation/Remodel VAL 2,001-6,000	\$55	1993	\$85
Electrical Permit Fee Residential, Renovation/Remodel VAL 6,001-1,0000	\$77	1993	\$119
Electrical Permit Fee Residential, Renovation/Remodel VAL 10,001-20,000	\$94	1993	\$146
Electrical Permit Fee Residential, Renovation/Remodel VAL 20,001-25,000	\$105	1993	\$163
Electrical Permit Fee Residential, Renovation/Remodel VAL 25,001-30,000	\$125	1993	\$194
Electrical Permit Fee Residential, Renovation/Remodel VAL 30,001-35,000	\$140	1993	\$217
Electrical Permit Fee Residential, Renovation/Remodel VAL 35,001-40,000	\$155	1993	\$240
Electrical Permit Fee Residential, Renovation/Remodel VAL 40,001-45,000	\$180	1993	\$279
Electrical Permit Fee Residential, Renovation/Remodel VAL 45,001-50,000	\$195	1993	\$302
Electrical Permit Fee Residential, Renovation/Remodel VAL 50,001+	Use Smaller Increments to Calculate	1993	Use Smaller Increments to Calculate
Mechanical Permits			
Mechanical Permit Commercial, New Construction SQ FT 0-500	\$34	1993	\$53
Mechanical Permit Commercial, New Construction SQ FT 501-1,000	\$43	1993	\$67
Mechanical Permit Commercial, New Construction SQ FT 1,001-1,500	\$55	1993	\$85
Mechanical Permit Commercial, New Construction SQ FT 1,501-2,000	\$70	1993	\$109
Mechanical Permit Commercial, New Construction SQ FT 2,001-2,500	\$77	1993	\$119
Mechanical Permit Commercial, New Construction SQ FT 2,501-3,000	\$85	1993	\$132
Mechanical Permit Commercial, New Construction SQ FT 3,001-3,500	\$88	1993	\$136
Mechanical Permit Commercial, New Construction SQ FT 3,501-4,000	\$91	1993	\$141
Mechanical Permit Commercial, New Construction SQ FT 4,001-4,500	\$105	1993	\$163



Fee Title	Fee Current	Year Updated	CPI Adjusted Amount
Mechanical Permit Commercial, New Construction SQ FT 4,501-5,000	\$115	1993	\$178
Mechanical Permit Commercial, New Construction SQ FT 5,001-8,000	\$130	1993	\$202
Mechanical Permit Commercial, New Construction SQ FT 8,001-11,000	\$145	1993	\$225
Mechanical Permit Commercial, New Construction SQ FT 11,001-14,000	\$180	1993	\$279
Mechanical Permit Commercial, New Construction SQ FT 14,001-17,000	\$205	1993	\$318
Mechanical Permit Commercial, New Construction SQ FT 20,001-25,000	\$270	1993	\$419
Mechanical Permit Commercial, New Construction SQ FT 25,001-30,000	\$320	1993	\$496
Mechanical Permit Commercial, New Construction SQ FT 40,001-45,000	\$440	1993	\$682
Mechanical Permit Commercial, New Construction SQ FT 45,001-50,000	\$460	1993	\$713
Mechanical Permit Commercial, New Construction SQ FT 50,001+	Use Smaller Increments to Calculate	1993	Use Smaller Increments to Calculate
Mechanical Permit Shell, New Construction SQ FT 8,001-11,000	\$135	1993	\$209
Mechanical Permit Shell, New Construction SQ FT 50,001+	Use Smaller Increments to Calculate	1993	Use Smaller Increments to Calculate
Mechanical Permit Residential, New Construction, Duplex SQ FT 501-1,000	\$70	1993	\$109
Mechanical Permit Residential, New Construction, Duplex SQ FT 1,001-1,250	\$73	1993	\$113
Mechanical Permit Residential, New Construction, Duplex SQ FT 1,251-1,500	\$77	1993	\$119
Mechanical Permit Residential, New Construction, Duplex SQ FT 2,251-2,500	\$101	1993	\$157
Mechanical Permit Residential, New Construction, Duplex SQ FT 2,501-3,000	\$108	1993	\$167
Mechanical Permit Residential, New Construction, Duplex SQ FT 3,000-3,500	\$123	1993	\$191
Mechanical Permit Residential, New Construction, Duplex SQ FT 3,501-4,000	\$134	1993	\$208
Mechanical Permit Residential, New Construction, Duplex SQ FT 4,001-5,000	\$149	1993	\$231
Mechanical Permit Residential, New Construction, Duplex SQ FT 5,001+	Use Smaller Increments to Calculate, plus \$29	1993	Use Smaller Increments to Calculate, plus \$29
Mechanical Permit Residential, New Construction SQ FT 0-500	\$34	1993	\$53
Mechanical Permit Residential, New Construction SQ FT 501-1,000	\$41	1993	\$64
Mechanical Permit Residential, New Construction SQ FT 1,001-1,250	\$44	1993	\$68
Mechanical Permit Residential, New Construction SQ FT 1,251-1,500	\$48	1993	\$74
Mechanical Permit Residential, New Construction SQ FT 1,501-1,750	\$56	1993	\$87
Mechanical Permit Residential, New Construction SQ FT 1,751-2,000	\$59	1993	\$91
Mechanical Permit Residential, New Construction SQ FT 2,001-2,250	\$66	1993	\$102
Mechanical Permit Residential, New Construction SQ FT 2,251-2,500	\$72	1993	\$112
Mechanical Permit Residential, New Construction SQ FT 2,501-3,000	\$79	1993	\$123
Mechanical Permit Residential, New Construction SQ FT 3,000-3,500	\$94	1993	\$146
Mechanical Permit Residential, New Construction SQ FT 3,501-4,000	\$105	1993	\$163
Mechanical Permit Residential, New Construction SQ FT 4,001-5,000	\$120	1993	\$186
Mechanical Permit Residential, New Construction SQ FT 5,001+	Use Smaller Increments to Calculate	1993	Use Smaller Increments to Calculate

Fee Title	Fee Current	Year Updated	CPI Adjusted Amount
Mechanical Permit Apartments Commercial	\$46 per apartment/unit	1993	\$71 per apartment/unit
Mechanical Permit Motel-Hotel Commercial	\$18 per room/unit	1993	\$27 per room/unit
Mechanical Permit Warehouse Space & Parking Garages Commercial	\$11 per 1,000 sq ft	1993	\$17 per 1,000 sq ft
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 0-500	\$23	1993	\$36
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 501-2,000	\$29	1993	\$45
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 2,001-6,000	\$55	1993	\$85
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 6,001-10,000	\$70	1993	\$109
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 10,001-20,000	\$86	1993	\$133
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 20,001-25,000	\$100	1993	\$155
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 25,001-30,000	\$120	1993	\$186
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 30,001-35,000	\$130	1993	\$202
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 35,001-40,000	\$150	1993	\$233
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 40,001-45,000	\$170	1993	\$264
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 45,001-50,000	\$190	1993	\$295
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 50,001+	Use Smaller Increments to Calculate	1993	Use Smaller Increments to Calculate
Mechanical Permit Fee Residential, Renovation/Remodel VAL 0-500	\$23	1993	\$36
Mechanical Permit Fee Residential, Renovation/Remodel VAL 501-2,000	\$29	1993	\$45
Mechanical Permit Fee Residential, Renovation/Remodel VAL 2,001-6,000	\$55	1993	\$85
Mechanical Permit Fee Residential, Renovation/Remodel VAL 6,001-1,0000	\$70	1993	\$109
Mechanical Permit Fee Residential, Renovation/Remodel VAL 10,001-20,000	\$86	1993	\$133
Mechanical Permit Fee Residential, Renovation/Remodel VAL 20,001-25,000	\$100	1993	\$155
Mechanical Permit Fee Residential, Renovation/Remodel VAL 25,001-30,000	\$120	1993	\$186
Mechanical Permit Fee Residential, Renovation/Remodel VAL 30,001-35,000	\$130	1993	\$202
Mechanical Permit Fee Residential, Renovation/Remodel VAL 45,001-50,000	\$190	1993	\$295
Mechanical Permit Fee Residential, Renovation/Remodel VAL 50,001+	Use Smaller Increments to Calculate	1993	Use Smaller Increments to Calculate
After Hours Inspection Fee	\$200 per hour	2009	\$202 per hour
Re-Inspection Fee Commercial/Residential	\$65	2005	\$76
Plan Review			
Plan Review Fee Commercial, VAL 0-2,500	\$50	2009	\$51
Plan Review Fee Commercial, VAL 2,501-5,000	\$150	2009	\$152
Plan Review Fee Commercial, VAL 5,001-2,000,000	\$115 + \$1 per thousand	2009	\$115 + \$1.09 per thousand
Plan Review Fee Commercial, VAL 2,000,001-10,000,000	\$150 + \$1 per thousand	2009	\$150 + \$1.01 per thousand



Fee Title	Fee Current	Year Updated	CPI Adjusted Amount
Plan Review Fee Commercial, VAL 10,000,000+	\$12,275 + \$1 per \$10,000 above \$10,000,000	2009	\$12,275 + \$1.07 per \$10,000 above \$10,000,000
New Construction - Volume Builder Residential, New Construction	\$15	2006	\$17
Initial Residential Review Fee Renovation/Remodel	\$100	2006	\$112
Initial Residential Review Fee Residential, New Construction	\$100	2006	\$112
Initial Residential Review Fee Residential, Additions	\$100	2006	\$112
Plumbing Permits			
Plumbing Permit Commercial, New Construction SQ FT 0-500	\$34	1993	\$53
Plumbing Permit Commercial, New Construction SQ FT 501-1,000	\$43	1993	\$67
Plumbing Permit Commercial, New Construction SQ FT 1,001-1,500	\$55	1993	\$85
Plumbing Permit Commercial, New Construction SQ FT 1,501-2,000	\$70	1993	\$109
Plumbing Permit Commercial, New Construction SQ FT 2,001-2,500	\$77	1993	\$119
Plumbing Permit Commercial, New Construction SQ FT 2,501-3,000	\$85	1993	\$132
Plumbing Permit Commercial, New Construction SQ FT 3,001-3,500	\$94	1993	\$146
Plumbing Permit Commercial, New Construction SQ FT 3,501-4,000	\$115	1993	\$178
Plumbing Permit Commercial, New Construction SQ FT 4,001-4,500	\$120	1993	\$186
Plumbing Permit Commercial, New Construction SQ FT 4,501-5,000	\$125	1993	\$194
Plumbing Permit Commercial, New Construction SQ FT 5,001-8,000	\$150	1993	\$233
Plumbing Permit Commercial, New Construction SQ FT 8,001-11,000	\$170	1993	\$264
Plumbing Permit Commercial, New Construction SQ FT 11,001-14,000	\$205	1993	\$318
Plumbing Permit Commercial, New Construction SQ FT 14,001-17,000	\$230	1993	\$357
Plumbing Permit Commercial, New Construction SQ FT 20,001-25,000	\$285	1993	\$442
Plumbing Permit Commercial, New Construction SQ FT 25,001-30,000	\$340	1993	\$527
Plumbing Permit Commercial, New Construction SQ FT 30,001-35,000	\$400	1993	\$620
Plumbing Permit Commercial, New Construction SQ FT 35,001-40,000	\$455	1993	\$706
Plumbing Permit Commercial, New Construction SQ FT 40,001-45,000	\$510	1993	\$791
Plumbing Permit Commercial, New Construction SQ FT 45,001-50,000	\$570	1993	\$884
Plumbing Permit Commercial, New Construction SQ FT 50,001+	Use Smaller Increments to Calculate	1993	Use Smaller Increments to Calculate
Plumbing Permit Shell, New Construction SQ FT 4,501-5,000	\$100	1993	\$155
Plumbing Permit Shell, New Construction SQ FT 5,001-8,000	\$115	1993	\$178
Plumbing Permit Residential, New Construction SQ FT 0-500	\$34	1993	\$53
Plumbing Permit Residential, New Construction SQ FT 501-1,000	\$41	1993	\$64
Plumbing Permit Residential, New Construction SQ FT 1,001-1,250	\$47	1993	\$73
Plumbing Permit Residential, New Construction SQ FT 1,251-1,500	\$50	1993	\$78
Plumbing Permit Residential, New Construction SQ FT 1,501-1,750	\$69	1993	\$107
Plumbing Permit Residential, New Construction SQ FT 1,751-2,000	\$78	1993	\$121
Plumbing Permit Residential, New Construction SQ FT 2,001-2,250	\$85	1993	\$132
Plumbing Permit Residential, New Construction SQ FT 2,251-2,500	\$89	1993	\$138
Plumbing Permit Residential, New Construction SQ FT 2,501-3,000	\$95	1993	\$147
Plumbing Permit Residential, New Construction SQ FT 3,000-3,500	\$100	1993	\$155
Plumbing Permit Residential, New Construction SQ FT 3,501-4,000	\$115	1993	\$178
Plumbing Permit Residential, New Construction SQ FT 4,001-5,000	\$125	1993	\$194



Fee Title	Fee Current	Year Updated	CPI Adjusted Amount
Plumbing Permit Residential, New Construction SQ FT 5,001+	Use Smaller Increments to Calculate	1993	Use Smaller Increments to Calculate
Plumbing Permit Residential, New Construction, Duplex SQ FT 501-1,000	\$70	1993	\$109
Plumbing Permit Residential, New Construction, Duplex SQ FT 1,001-1,250	\$76	1993	\$118
Plumbing Permit Residential, New Construction, Duplex SQ FT 1,251-1,500	\$79	1993	\$123
Plumbing Permit Residential, New Construction, Duplex SQ FT 2,251-2,500	\$118	1993	\$183
Plumbing Permit Residential, New Construction, Duplex SQ FT 2,501-3,000	\$124	1993	\$192
Plumbing Permit Residential, New Construction, Duplex SQ FT 3,000-3,500	\$129	1993	\$200
Plumbing Permit Residential, New Construction, Duplex SQ FT 3,501-4,000	\$144	1993	\$223
Plumbing Permit Residential, New Construction, Duplex SQ FT 4,001-5,000	\$158	1993	\$245
Plumbing Permit Residential, New Construction, Duplex SQ FT 5,001+	Use Smaller Increments to Calculate, plus \$29	1993	Use Smaller Increments to Calculate, plus \$29
Plumbing Permit Apartments Commercial	\$57 per apartment/unit	1993	\$88 per apartment/unit
Plumbing Permit Motel-Hotel Commercial	\$29 per room/unit	1993	\$44 per room/unit
Plumbing Permit Warehouse Space & Parking Garages Commercial	\$17 per 1,000 sq ft	1993	\$26 per 1,000 sq ft
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 0-500	\$23	1993	\$36
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 501-2,000	\$29	1993	\$45
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 2,001-6,000	\$55	1993	\$85
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 6,001-10,000	\$70	1993	\$109
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 10,001-20,000	\$86	1993	\$133
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 20,001-25,000	\$100	1993	\$155
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 25,001-30,000	\$120	1993	\$186
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 30,001-35,000	\$130	1993	\$202
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 35,001-40,000	\$150	1993	\$233
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 40,001-45,000	\$170	1993	\$264
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 45,001-50,000	\$190	1993	\$295
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 50,001+	Use Smaller Increments to Calculate	1993	Use Smaller Increments to Calculate
Plumbing Permit Fee Residential, Renovation/Remodel VAL 0-500	\$23	1993	\$36
Plumbing Permit Fee Residential, Renovation/Remodel VAL 501-2,000	\$29	1993	\$45
Plumbing Permit Fee Residential, Renovation/Remodel VAL 2,001-6,000	\$55	1993	\$85
Plumbing Permit Fee Residential, Renovation/Remodel VAL 6,001-10,000	\$70	1993	\$109
Plumbing Permit Fee Residential, Renovation/Remodel VAL 10,001-20,000	\$86	1993	\$133
Plumbing Permit Fee Residential, Renovation/Remodel VAL 20,001-25,000	\$100	1993	\$155
Plumbing Permit Fee Residential, Renovation/Remodel VAL 25,001-30,000	\$120	1993	\$186
Plumbing Permit Fee Residential, Renovation/Remodel VAL 30,001-35,000	\$130	1993	\$202
Plumbing Permit Fee Residential, Renovation/Remodel VAL 35,001-40,000	\$150	1993	\$233



Fee Title	Fee Current	Year Updated	CPI Adjusted Amount
Plumbing Permit Fee Residential, Renovation/Remodel VAL 45,001-50,000	\$190	1993	\$295
Temporary Certificate of Occupancy			
TCO Occupancy Extension Fee Commercial, New Construction/Addition	\$225	2006	\$253
TCO Occupancy Extension Fee Renovation/Remodel	\$225	2006	\$253
TCO Occupancy Extension Fee Residential, New Construction	\$225	2006	\$253
TCO Occupancy Extension Fee Shell	\$225	2006	\$253
TCO Stocking Extension Fee Commercial, New Construction/Addition	\$225	2006	\$253
TCO Stocking Extension Fee Renovation/Remodel	\$225	2006	\$253
TCO Stocking Extension Fee Shell	\$225	2006	\$253



Comparable Jurisdiction Benchmarking Details

For comparison to other jurisdictions, PFM conducted independent research of rates and structures in other jurisdictions, built upon comparable research previously prepared by the City, and leveraged PFM's experience in Texas and elsewhere. In conjunction with the Steering Committee and SME's, PFM identified specific permits where comparable jurisdiction information could aid the analysis or redesign.

The following comparable municipalities were chosen on the basis of location, common characteristics, social and political climates, and past comparables used by the City: Albuquerque NM, Boulder CO, Cedar Park TX, Columbus OH, Ft. Worth TX, Phoenix AZ, Plano TX, Portland OR, Round Rock, TX, San Antonio, TX and Seattle, WA.

The subsequent benchmarking research provides useful "market" information relevant to economic impacts, elasticity of demand, regional competitiveness and the likelihood of public acceptance. As part of the comparable analysis, PFM gathered information on:

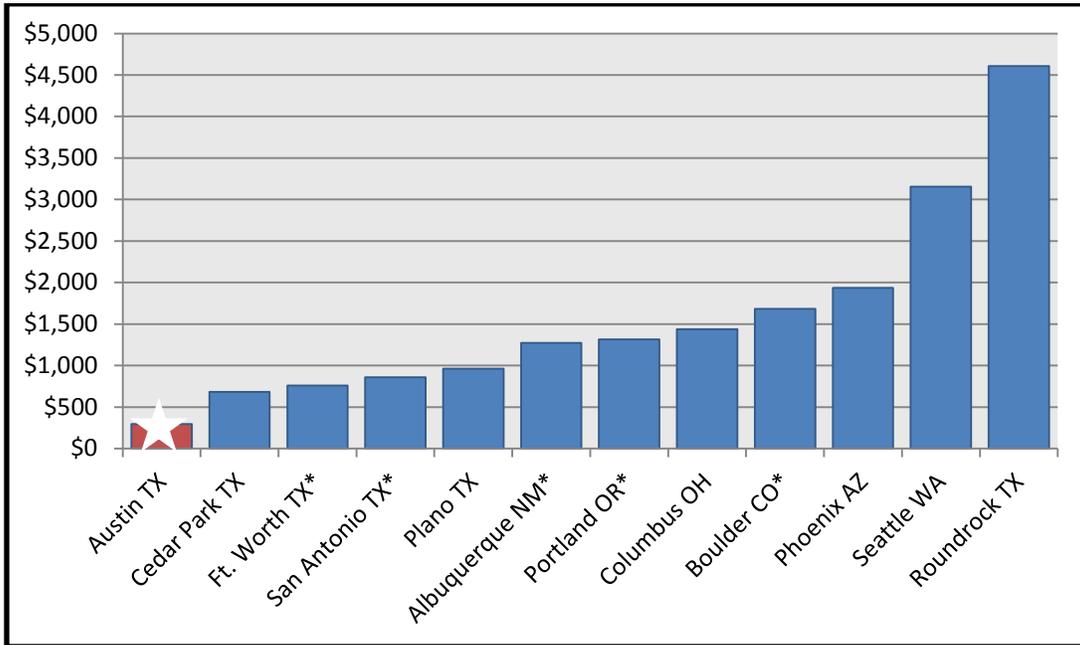
- Rates and total permit activity costs
- Fee structures
- Inspection time

The sample comparables demonstrate fee amounts for buildings and trades permits (Building Plan Review or Development Services, Building Permit, Electrical, Plumbing and Mechanical) in residential and commercial, new construction and renovation/remodel in varying sizes of projects. A table showing the underlying specifics for each comparable analysis is located in *Appendix F*.

The City of Austin uses square footage and valuation calculations in order to determine the amount of fee which is charged. Some of the comparable jurisdictions used the number of fixtures to determine the trades permits amounts, or the actual cost of supplies for that type of trade (i.e. all the materials spent just on the electrical based components were counted towards a total cost and the fee was based on that amount). Most other fee and permits were based on total valuation of the project, square footage or type of project being completed (such as a garage). Their specific fee structure details can be found in *Appendix F* of the report.

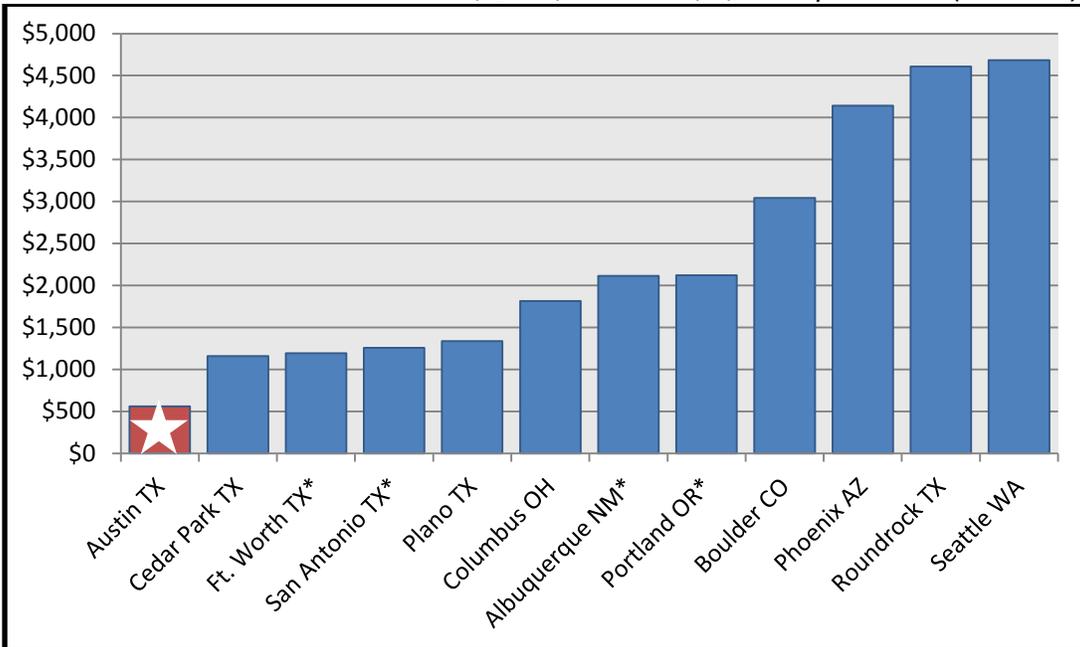
Sample Comparable A

Total Permit: New Residential Construction, \$125,000 Home, 1,500 Square Feet (Assumes 1 story)



Sample Comparable B

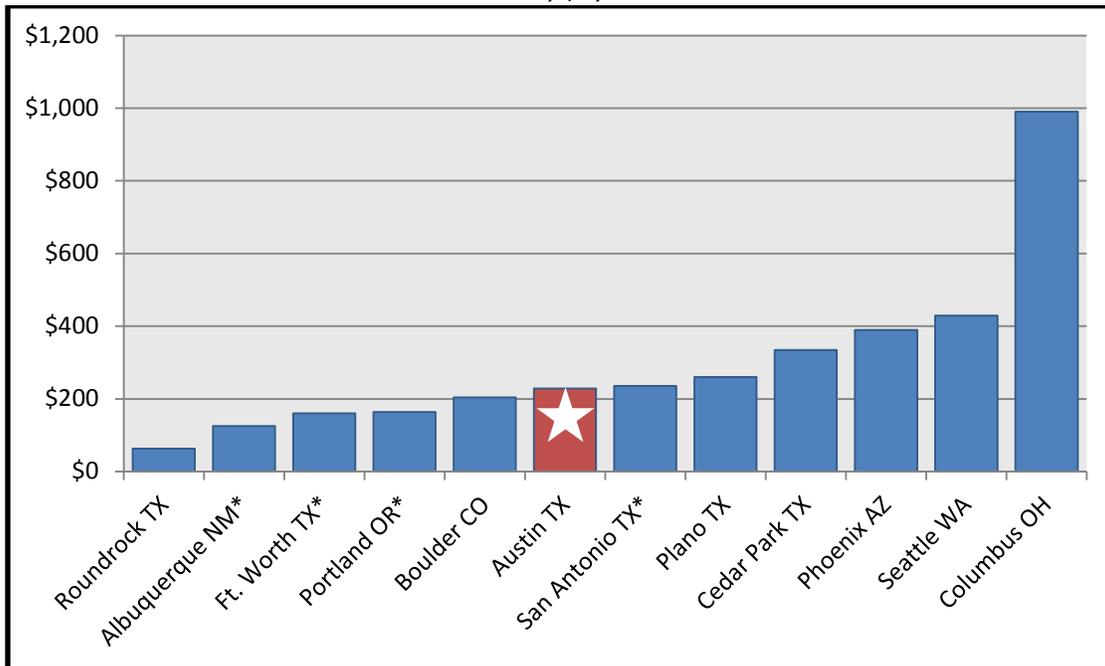
Total Permit: New Residential Construction, \$300,000 Home, 3,000 Square Feet (2 stories)



*Municipalities have drastically varying fee structures and in some cases parts of the fees were not able to be calculated due to these irregularities in the fee structure such as; trades permit fees based on the number of fixtures used or the costs associated with the specific items used or fees based on a case by case basis where no applicable fee schedule exists. More details can be found at the end of this section and in Appendix F. Therefore the amounts represented in the chart are typically lower than the actual amounts charged.

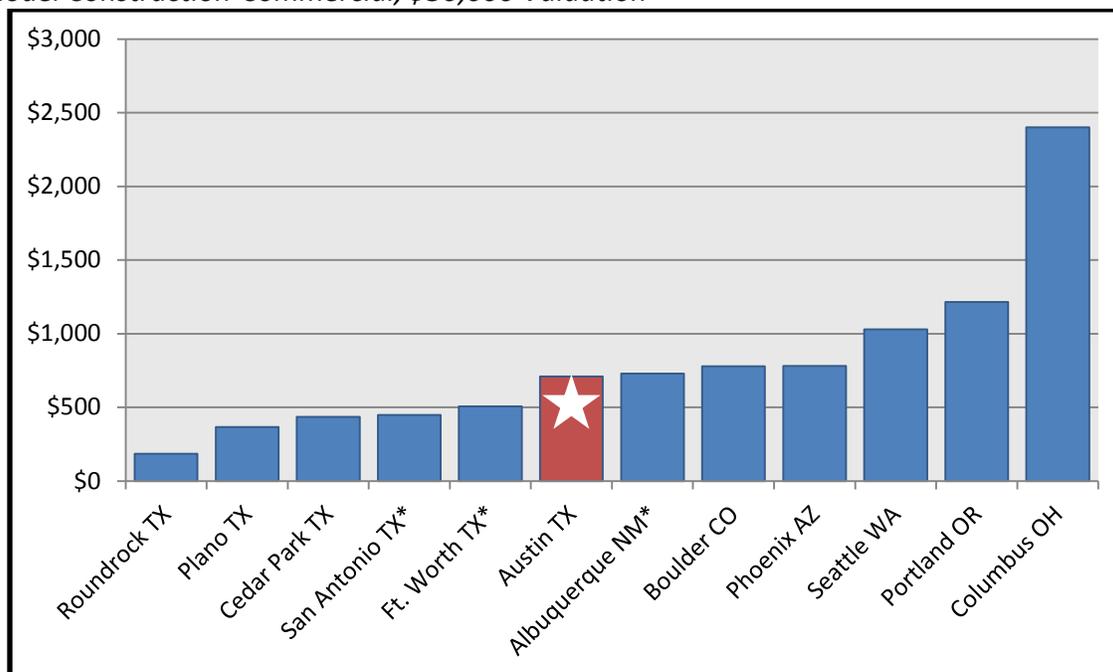
Sample Comparable C

Total Permit: Remodel Construction-Residential, \$6,000 Valuation



Sample Comparable D

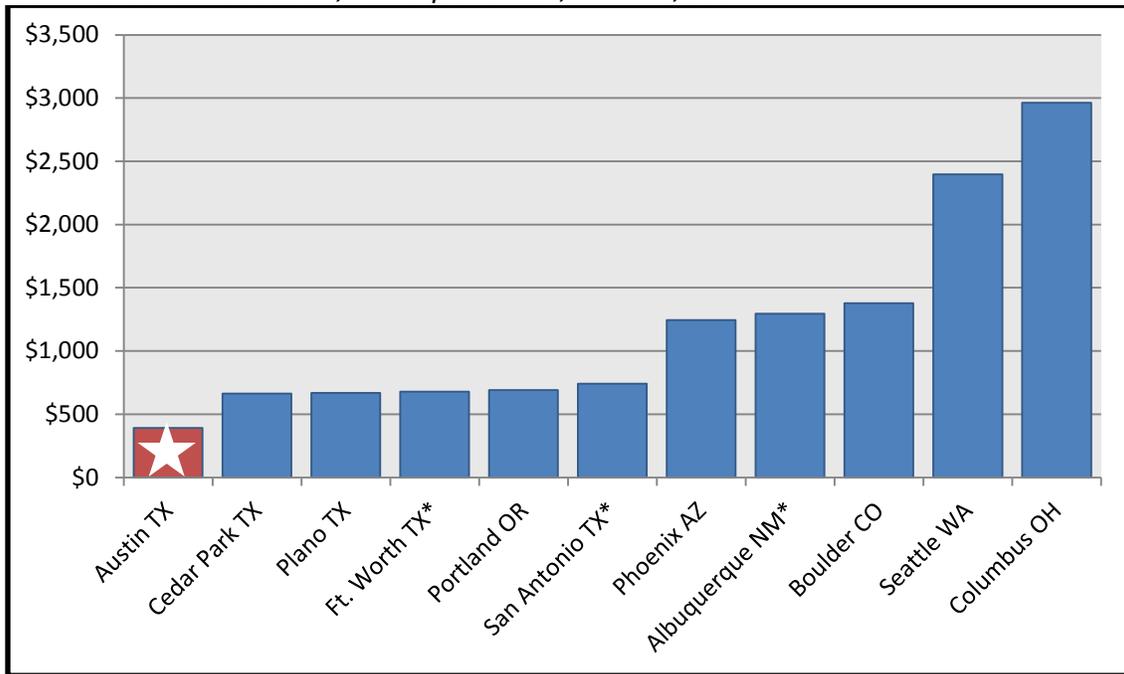
Remodel Construction-Commercial, \$30,000 Valuation



*Municipalities have drastically varying fee structures and in some cases parts of the fees were not able to be calculated due to these irregularities in the fee structure such as; trades permit fees based on the number of fixtures used or the costs associated with the specific items used or fees based on a case by case basis where no applicable fee schedule exists. More details can be found at the end of this section and in Appendix F. Therefore the amounts represented in the chart are typically lower than the actual amounts charged.

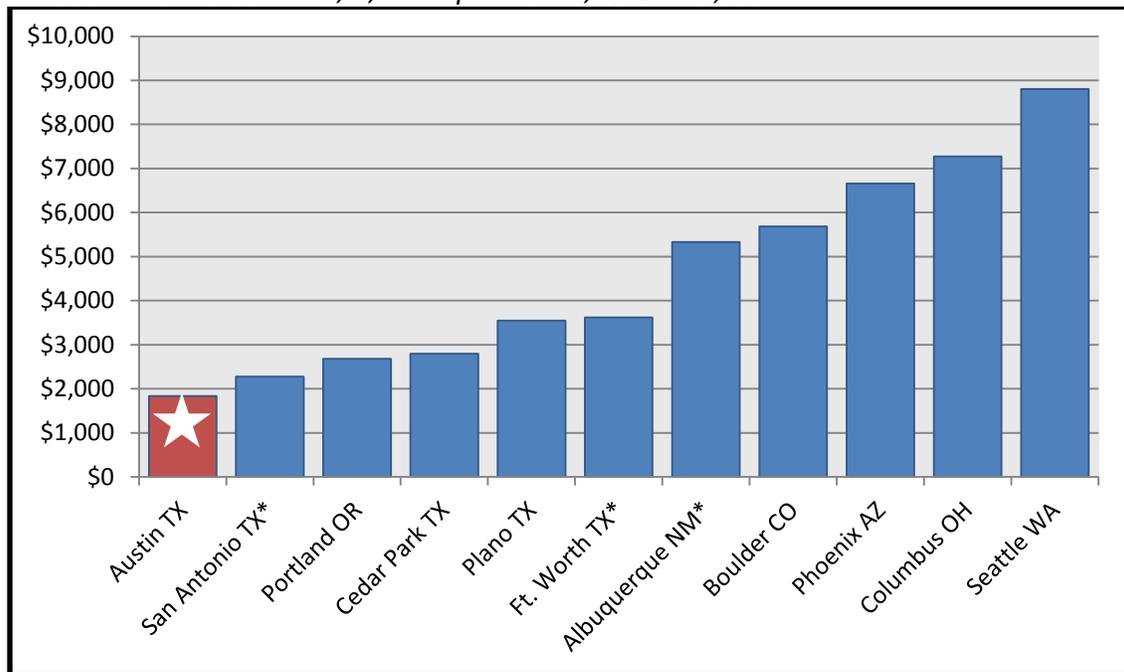
Sample Comparable E

New Commercial Construction, 750 Square Feet, VAL=70,000



Sample Comparable F

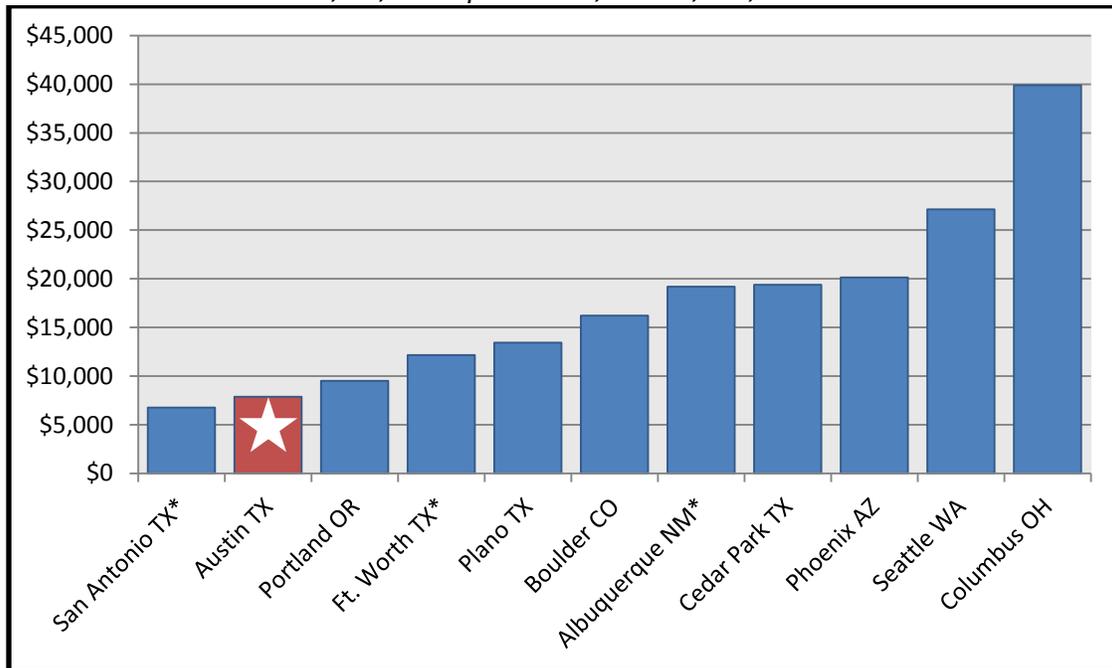
New Commercial Construction, 6,500 Square Feet, VAL=500,000



*Municipalities have drastically varying fee structures and in some cases parts of the fees were not able to be calculated due to these irregularities in the fee structure such as; trades permit fees based on the number of fixtures used or the costs associated with the specific items used or fees based on a case by case basis where no applicable fee schedule exists. More details can be found at the end of this section and in Appendix F. Therefore the amounts represented in the chart are typically lower than the actual amounts charged.

Sample Comparable G

New Commercial Construction, 50,000 Square Feet, VAL=2,000,000



*Municipalities have drastically varying fee structures and in some cases parts of the fees were not able to be calculated due to these irregularities in the fee structure such as; trades permit fees based on the number of fixtures used or the costs associated with the specific items used or fees based on a case by case basis where no applicable fee schedule exists. More details can be found at the end of this section and in Appendix F. Therefore the amounts represented in the chart are typically lower than the actual amounts charged.

Analysis of Comparable Jurisdiction Research

Based on the comparable jurisdiction data that was collected, the City of Austin's combined building and trades fees for new construction on both residential and commercial are low. Austin places as the lowest amount in nearly every new construction category that was analyzed. As compared to the other jurisdictions, Austin's New Construction Residential fees were 80% lower than the average of the comparables, Austin's New Construction commercial were 59% lower.

The combined building and trades fees for commercial and residential renovation/remodel are closer to the average amounts charged by other jurisdictions and do not seem to suggest a great disparity between the City and its other municipalities. On average, Austin's fees are 16% below the average of the comparable jurisdictions.

Cost of Service Analysis

PFM worked closely with departmental Subject Matter Experts to determine the average amount of time employees spend on each permit type to establish the average cost of providing a single permit. The time allocation for each fee area is presented in two distinct ways, the average time spent per permit and the total percent of time spent on all permits. The tables are broken down by fee area, then fee title and lastly by employee title and are located in *Appendix B*.

After determining the average time spent on each permit, the average cost per permit was determined by using salary data as well as cost loading factors. Each of the cost loading factors addresses additional costs to the City that are a direct result of offering each service. There are four basic cost loading factors to consider: fringe benefit costs, other costs, internal indirect costs and external indirect costs. Each cost rate may also be interpreted as the cost per \$1 of salary to the division. The rates for each department who handle fees that are administered by PDR are outlined in the following Table:

Table IV: Direct and Indirect Cost Rates by Department

Division	External Indirect Cost Rate	Internal Indirect Rate	Fringe Rate	Direct Rate
PDR	8.69%	18.55%	29.73%	23.39%
Law	7.67%	9.86%	28.07%	7.86%
Watershed Protection	4.05%	12.23%	34.89%	44.11%
Austin Water	3.33%	10.45%	27.54%	169.87%
Austin Energy	6.94%	17.93%	22.12%	707.66%
Public Works	1.42%	20.11%	35.40%	269.10%
Austin Transportation Department	25.08%	14.41%	22.70%	43.25%
Health Department	23.09%	23.63%	35.46%	28.60%
Parks & Recreation	5.31%	19.72%	37.65%	37.57%

The direct labor costs for each employee were summed by fee type to determine the total direct cost by fee. Each overhead rate was then multiplied by to the total direct labor cost to determine the total departmental costs related to the service. The total cost calculation charts may be found in *Appendix B*.

A summation of the total overhead costs and the total direct labor costs provide the fully loaded cost of service. An average cost, or a cost per unit (or fee/permit), is determined by dividing the fully loaded cost into the number of units (or fee/permits) in a given year.

The Building Inspection area experienced a material change in personnel during the past 18 months. As a result, an additional cost of service analysis was also performed. This analysis took into account the additional inspectors which existed shortly before the beginning of the fiscal year that PFM captured in the study. This included seven additional residential inspectors, two additional electrical inspectors and three additional commercial (mechanical and plumbing) inspectors. The analysis of this scenario was used to create a range for the cost of service calculations to provide context on the number and type of inspections comparable



with different levels of inspection resources to the current permit volume and rates. These inspection types, number of trips to the sites, and goals for the approximate time the inspectors would prefer to spend performing the inspection on site can be found in the following table.

Table V. Preferred Inspection Times and Trips by Type

	NEW CONSTRUCTION						REMODEL		
	Small		Medium		Large		All Sizes		
	# Trips	Minutes per Inspection	# Trips	Minutes per Inspection	# Trips	Minutes per Inspection	# Trips	Minutes per Inspection	
Commercial Building Inspections									
100 Pre Construction	1	30	1	45	1	60	1	30	
101 Layout (3rd Party Ltr)	1	30	1	30	1	30	1	30	
102 Foundation (3rd Party Ltr)	1	30	1	30	1	30	1	30	
103 Framing	2	30	2	30	3	30	1	30	
104 Insulation	2	30	2	30	3	30	1	30	
105 Wallboard	2	30	2	30	3	30	1	30	
Sign Billboard (3rd Party Ltr)	1	30	1	30	1	30			
112 Final Building	1	30	1	45	1	60	1	30	
111 Energy Final	1	30	1	45	1	60	1	30	
108 TCO Stocking	1	60	1	60	1	60			
09 TCO Occupancy	1	60	1	60	1	60	1	30	
After Hour Inspection			1		1	120	1	30	
Residential Building Inspections									
100 Pre Construction	1	30						30	
101 Layout (3rd Party Ltr)	1	30						30	
102 Foundation (3rd Party Ltr)	1	20						20	
103 Framing	1	120						60	
104 Insulation	1	30						30	
105 Wallboard (only Remodels)	1							20	
112 Final Building	1	45						45	
111 Energy Final	1	20						20	
108 TCO Stocking (Never)									
109 TCO Occupancy	1	30						30	
Electrical –Commercial									
300 Electrical Slab	1	40	2	50	3	60			
302 Electrical Grounding	1	40	1	50	1	50	1	45	
301 Electrical Rough	1	40	1	50	1	50	1	45	
303 Electrical Sign	1	40	1	50	1	50			
305 Final Electric	1	40	1	50	1	50	1	45	
304 Temp Electrical	1	40	1	50	1	60	1	45	
Electrical –Residential									
300 Electrical Slab	1	30		45		60	1	45	60
302 Electrical Grounding	1	30		45		60	1	45	60

	NEW CONSTRUCTION						REMODEL		
	Small		Medium		Large		All Sizes		
	# Trips	Minutes per Inspection	# Trips	Minutes per Inspection	# Trips	Minutes per Inspection	# Trips	Minutes per Inspection	
301 Electrical Rough	1	30		45		60	1	45	60
305 Final Electric	1	30		45		60	1	45	60
Mechanical –Commercial									
403 Stove Hood Rough							0.5	45	
402 Mechanical Vent	1	30					1	60	
406 Mech TCO Occupancy	1	45					0.5		
407 Mechanical TCO Stocking							0.5	45	
409 Mechanical Temp Gas							0.5		
405 Final Mechanical	1	45	1		1		1	45	
Mechanical –Residential									
402 Mechanical Vent	1	30							
401 Mechanical Rough	1	30							
405 Final Mechanical	1	30							
Plumbing Commercial									
500 Plumbing Rough	1	45	1		1		1	45	
501 Plumbing Copper									
505 Sewer Yard Line	1	45	1		1				
506 Water Yard Line		45							
507 Gas Yard Line	1	45	1		1				
504 Interior Water Line		45					1	45	
503 Plumbing Gas Rough		45					1	45	
502 Plumbing Top Out		45					1	45	
510 Sewer Tap		45							
511 Grease Trap Rough	1	45	1		1		0.25	45	
521 *Final Plumbing	1	60	2		3		1	60	
520 Temporary Gas Final		45					0.5		
522 Plumbing TCO Occupancy	1	45	1		1		0.5	45	
523 Plumbing TCO for Stocking		45					0.5		
Plumbing Residential									
500 Plumbing Rough	1	60							
501 Plumbing Copper	1	45							
505 Sewer Yard Line	1	30							
507 Gas Yard Line	1	30							
504 Interior Water Line	1	60							
509 Irrigation Rough	1	30							
521 Final Plumbing	1	45							
520 Temporary Gas Final	1	20							

In some cases inspectors are able to perform more than one inspection while on site, whether it is in the same category, or in the case of inspectors who are cross-trained in multiple disciplines of inspection. The cross training has made the inspectors more efficient. However, the reduction of ten inspectors prior to FY10 has still reduced inspection time per unit. Due to

recent and material changes in staffing, an additional analysis was performed, and a cost of service range is further represented in the following table. The lower end of the range represents current staffing, while the high end represents cost at prior, higher staffing levels. If there were no changes in staff, the cost of service is the same.

Table VI. Cost of Service Calculations

Fee Title	Current Fee*	Current Details	Cost of Service Range*
Building Permits			
Building Permit Fee (Apartment) Commercial, New Construction/Addition	\$1,185	\$0.10 per SQ FT, plus \$17 per Unit	\$230-\$330
Building Permit Fee Commercial, New Construction/Addition SQ FT 0-500	\$34		\$230-\$330
Building Permit Fee Commercial, New Construction/Addition SQ FT 501-1,000	\$78		\$230-\$320
Building Permit Fee Commercial, New Construction/Addition SQ FT 1,001-1,500	\$120		\$240-\$350
Building Permit Fee Commercial, New Construction/Addition SQ FT 1,501-2,000	\$160		\$240-\$340
Building Permit Fee Commercial, New Construction/Addition SQ FT 2,001-2,500	\$200		\$240-\$350
Building Permit Fee Commercial, New Construction/Addition SQ FT 2,501-3,000	\$240		\$240-\$340
Building Permit Fee Commercial, New Construction/Addition SQ FT 3,001-3,500	\$280		\$250-\$350
Building Permit Fee Commercial, New Construction/Addition SQ FT 3,501-4,000	\$325		\$240-\$340
Building Permit Fee Commercial, New Construction/Addition SQ FT 4,001-4,500	\$360		\$240-\$340
Building Permit Fee Commercial, New Construction/Addition SQ FT 4,501-5,000	\$400		\$240-\$340
Building Permit Fee Commercial, New Construction/Addition SQ FT 5,001-8,000	\$610		\$240-\$340
Building Permit Fee Commercial, New Construction/Addition SQ FT 8,001-11,000	\$840		\$260-\$360
Building Permit Fee Commercial, New Construction/Addition SQ FT 11,001-14,000	\$1,070		\$330-\$490
Building Permit Fee Commercial, New Construction/Addition SQ FT 14,001-17,000	\$1,295		\$330-\$490
Building Permit Fee Commercial, New Construction/Addition SQ FT 17,001-20,000	\$1,525		\$330-\$490
Building Permit Fee Commercial, New Construction/Addition SQ FT 20,001-25,000	\$1,905		\$330-\$490
Building Permit Fee Commercial, New Construction/Addition SQ FT 25,001-30,000	\$2,290		\$330-\$490
Building Permit Fee Commercial, New Construction/Addition SQ FT 30,001-35,000	\$2,670		\$380-\$530
Building Permit Fee Commercial, New Construction/Addition SQ FT 35,001-40,000	\$3,055		\$330-\$490
Building Permit Fee Commercial, New Construction/Addition SQ FT 40,001-45,000	\$3,440		\$420-\$580
Building Permit Fee Commercial, New Construction/Addition SQ FT 45,001-50,000	\$3,815		\$350-\$500
Building Permit Fee Commercial, New Construction/Addition SQ FT 50,000+	\$8,014	Use Smaller Increments to Calculate	\$1860-\$2860
Building Permit Fee Commercial, Renovation/Remodel VAL 0-500	\$23		\$160-\$220
Building Permit Fee Commercial, Renovation/Remodel VAL 501-2,000	\$41		\$160-\$220
Building Permit Fee Commercial, Renovation/Remodel VAL 2,001-6,000	\$64		\$160-\$220
Building Permit Fee Commercial, Renovation/Remodel VAL 6,001-10,000	\$78		\$160-\$220
Building Permit Fee Commercial, Renovation/Remodel VAL 10,001-20,000	\$135		\$160-\$220
Building Permit Fee Commercial, Renovation/Remodel VAL 20,001-25,000	\$165		\$180-\$240
Building Permit Fee Commercial, Renovation/Remodel VAL 25,001-30,000	\$200		\$180-\$240
Building Permit Fee Commercial, Renovation/Remodel VAL 30,001-35,000	\$225		\$160-\$220
Building Permit Fee Commercial, Renovation/Remodel VAL 35,001-40,000	\$255		\$170-\$230
Building Permit Fee Commercial, Renovation/Remodel VAL 40,001-45,000	\$290		\$200-\$260
Building Permit Fee Commercial, Renovation/Remodel VAL 45,001-50,000	\$320		\$210-\$270
Building Permit Fee Commercial, Renovation/Remodel VAL 50,001+	\$1,868	Use Smaller Increments to Calculate	\$180-\$240
Building Permit Fee Residential, Renovation/Remodel VAL 0-500	\$23		\$150-\$200
Building Permit Fee Residential, Renovation/Remodel VAL 501-2,000	\$41		\$150-\$200
Building Permit Fee Residential, Renovation/Remodel VAL 2,001-6,000	\$64		\$150-\$200
Building Permit Fee Residential, Renovation/Remodel VAL 6,001-10,000	\$78		\$150-\$200

Fee Title	Current Fee*	Current Details	Cost of Service Range*
Building Permit Fee Residential, Renovation/Remodel VAL 10,001-20,000	\$135		\$160-\$200
Building Permit Fee Residential, Renovation/Remodel VAL 20,001-25,000	\$165		\$170-\$210
Building Permit Fee Residential, Renovation/Remodel VAL 25,001-30,000	\$200		\$170-\$210
Building Permit Fee Residential, Renovation/Remodel VAL 30,001-35,000	\$225		\$160-\$210
Building Permit Fee Residential, Renovation/Remodel VAL 35,001-40,000	\$255		\$150-\$200
Building Permit Fee Residential, Renovation/Remodel VAL 40,001-45,000	\$290		\$160-\$200
Building Permit Fee Residential, Renovation/Remodel VAL 45,001-50,000	\$320		\$170-\$220
Building Permit Fee Residential, Renovation/Remodel VAL 50,001+	\$747	Use Smaller Increments to Calculate	\$190-\$230
Building Permit Fee Residential, New Construction SQ FT 0-500	\$33		\$160-\$220
Building Permit Fee Residential, New Construction SQ FT 501-1,000	\$82		\$160-\$220
Building Permit Fee Residential, New Construction SQ FT 1,001-1,250	\$100		\$160-\$220
Building Permit Fee Residential, New Construction SQ FT 1,251-1,500	\$125		\$160-\$220
Building Permit Fee Residential, New Construction SQ FT 1,501-1,750	\$145		\$160-\$220
Building Permit Fee Residential, New Construction SQ FT 1,751-2,000	\$165		\$160-\$220
Building Permit Fee Residential, New Construction SQ FT 2,001-2,250	\$185		\$160-\$220
Building Permit Fee Residential, New Construction SQ FT 2,251-2,500	\$205		\$160-\$220
Building Permit Fee Residential, New Construction SQ FT 2,501-3,000	\$245		\$160-\$220
Building Permit Fee Residential, New Construction SQ FT 3,001-3,500	\$290		\$160-\$220
Building Permit Fee Residential, New Construction SQ FT 3,501-4,000	\$330		\$160-\$220
Building Permit Fee Residential, New Construction SQ FT 4,001-4,999	\$370		\$160-\$220
Building Permit Fee Residential, New Construction SQ FT 5,000+	\$596	Use Smaller Increments to Calculate	\$160-\$220
Building Permit Fee Residential New Construction Boat Docks	\$220		\$160-\$220
Building Permit Fee Shell 1,001-1,500	\$120		\$85-\$100
Building Permit Fee Shell 4,001-4,500	\$360		\$85-\$100
Building Permit Fee Shell 4,501-5,000	\$400		\$85-\$100
Building Permit Fee Shell 5,001-8,000	\$610		\$95-\$110
Building Permit Fee Shell 8,001-11,000	\$840		\$130-\$150
Building Permit Fee Shell 11,001-14,000	\$1,070		\$130-\$150
Building Permit Fee Shell 25,001-30,000	\$2,290		\$85-\$100
Building Plan Revision Fee Commercial	\$175		\$1,260
Building Plan Update Fee Commercial	\$325		\$620
MUD District Fee - Building Renovation/Remodel	\$41		\$160-\$210
MUD District Fee - Building Residential, New Construction	\$41		\$160-\$210
Demolition			
Demolition Application Commercial	\$25		\$10
Demolition Permit Fee Commercial	\$44		\$45-\$60
Demolition Permit Fee Residential	\$44		\$50-\$65
Demolition/Relocation Plan Review Fee Commercial	\$25		\$480
Demolition/Relocation Plan Review Fee Residential	\$25		\$340
Development Assistance			
Formal Development Assessment Dev Rev, >5	\$92		\$1,820
Formal Development Assessment Dev Rev, <5	\$453	\$92, plus \$5 per acre over 5	\$1,820
Formal Development Assessment Env Rev	\$35		\$1,760
Land Status Determination Legal tract Determination Fee	\$165		\$45
Site Plan Determination/Exemption Commercial Exempt & Cond Use Exempt	\$75		\$85
Electrical Permits			
Electrical Permit Commercial, New Construction SQ FT 0-500	\$34		\$170-\$190
Electrical Permit Commercial, New Construction SQ FT 501-1,000	\$43		\$170-\$190
Electrical Permit Commercial, New Construction SQ FT 1,001-1,500	\$55		\$170-\$190
Electrical Permit Commercial, New Construction SQ FT 1,501-2,000	\$70		\$170-\$190
Electrical Permit Commercial, New Construction SQ FT 2,001-2,500	\$77		\$170-\$190
Electrical Permit Commercial, New Construction SQ FT 2,501-3,000	\$96		\$160-\$180

Fee Title	Current Fee*	Current Details	Cost of Service Range*
Electrical Permit Commercial, New Construction SQ FT 3,001-3,500	\$105		\$170-\$190
Electrical Permit Commercial, New Construction SQ FT 3,501-4,000	\$230		\$170-\$190
Electrical Permit Commercial, New Construction SQ FT 4,001-4,500	\$275		\$170-\$190
Electrical Permit Commercial, New Construction SQ FT 4,501-5,000	\$305		\$170-\$190
Electrical Permit Commercial, New Construction SQ FT 5,001-8,000	\$330		\$170-\$190
Electrical Permit Commercial, New Construction SQ FT 8,001-11,000	\$365		\$170-\$190
Electrical Permit Commercial, New Construction SQ FT 11,001-14,000	\$400		\$210-\$250
Electrical Permit Commercial, New Construction SQ FT 14,001-17,000	\$445		\$210-\$250
Electrical Permit Commercial, New Construction SQ FT 20,001-25,000	\$540		\$210-\$250
Electrical Permit Commercial, New Construction SQ FT 25,001-30,000	\$600		\$210-\$250
Electrical Permit Commercial, New Construction SQ FT 35,001-40,000	\$735		\$210-\$250
Electrical Permit Commercial, New Construction SQ FT 40,001-45,000	\$810		\$210-\$250
Electrical Permit Commercial, New Construction SQ FT 45,001-50,000	\$895		\$210-\$250
Electrical Permit Commercial, New Construction SQ FT 50,001+	\$1,792	Use Smaller Increments to Calculate	\$270-\$320
Electrical Permit Commercial, Shell SQ FT 4,501-5,000	\$120		\$140-\$160
Electrical Permit Commercial, Shell SQ FT 5,001-8,000	\$165		\$170-\$180
Electrical Permit Commercial, Shell SQ FT 50,001+	\$5,080	Use Smaller Increments to Calculate	\$170-\$190
Electrical Permit Residential, New Construction SQ FT 0-500	\$34		\$120-\$130
Electrical Permit Residential, New Construction SQ FT 501-1,000	\$48		\$120-\$130
Electrical Permit Residential, New Construction SQ FT 1,001-1,250	\$57		\$120-\$130
Electrical Permit Residential, New Construction SQ FT 1,251-1,500	\$73		\$120-\$130
Electrical Permit Residential, New Construction SQ FT 1,501-1,750	\$79		\$120-\$130
Electrical Permit Residential, New Construction SQ FT 1,751-2,000	\$91		\$120-\$130
Electrical Permit Residential, New Construction SQ FT 2,001-2,250	\$100		\$120-\$130
Electrical Permit Residential, New Construction SQ FT 2,251-2,500	\$115		\$120-\$130
Electrical Permit Residential, New Construction SQ FT 2,501-3,000	\$140		\$120-\$130
Electrical Permit Residential, New Construction SQ FT 3,000-3,500	\$165		\$120-\$130
Electrical Permit Residential, New Construction SQ FT 3,501-4,000	\$185		\$120-\$130
Electrical Permit Residential, New Construction SQ FT 4,001-5,000	\$230		\$120-\$130
Electrical Permit Residential, New Construction SQ FT 5,001+	\$322	Use Smaller Increments to Calculate	\$280-\$300
Electrical Permit Residential, New Construction, Duplex SQ FT 501-1,000	\$82		\$150-\$170
Electrical Permit Residential, New Construction, Duplex SQ FT 1,001-1,250	\$91		\$150-\$170
Electrical Permit Residential, New Construction, Duplex SQ FT 1,251-1,500	\$107		\$150-\$170
Electrical Permit Residential, New Construction, Duplex SQ FT 2,251-2,500	\$149		\$300-\$320
Electrical Permit Residential, New Construction, Duplex SQ FT 3,000-3,500	\$199		\$190-\$210
Electrical Permit Residential, New Construction, Duplex SQ FT 3,501-4,000	\$219		\$170-\$180
Electrical Permit Residential, New Construction, Duplex SQ FT 4,001-5,000	\$264		\$150-\$170
Electrical Permit Residential, New Construction, Duplex SQ FT 5,001+	\$307	Use Smaller Increments to Calculate, plus \$34	\$190-\$220
Electrical Permit Residential, Electric Service Inspection Fee - Residence	\$23		\$70-\$75
Electrical Permit Residential, Electric Service Inspection Fee - Garage/Carport	\$23		\$70-\$75
Electrical Permit Residential, Electric Service Inspection Fee - Boat dock	\$23		\$90
Electrical Permit Apartments, Commercial	\$975	\$57 per apartment/unit	\$190-\$210
Electrical Permit Motel-Hotel, Commercial	\$1,632	\$29 per room/unit	\$150-\$170
Electrical Permit Warehouse Space & Parking Garages, Commercial	\$443	\$17 per 1,000 sq ft	\$140-\$160
Electrical Permit Fee Commercial, Renovation/Remodel VAL 0-500	\$23		\$150-\$160
Electrical Permit Fee Commercial, Renovation/Remodel VAL 501-2,000	\$29		\$140-\$160
Electrical Permit Fee Commercial, Renovation/Remodel VAL 2,001-6,000	\$55		\$140-\$160
Electrical Permit Fee Commercial, Renovation/Remodel VAL 6,001-1,0000	\$77		\$140-\$160

Fee Title	Current Fee*	Current Details	Cost of Service Range*
Electrical Permit Fee Commercial, Renovation/Remodel VAL 10,001-20,000	\$94		\$150-\$170
Electrical Permit Fee Commercial, Renovation/Remodel VAL 20,001-25,000	\$105		\$150-\$160
Electrical Permit Fee Commercial, Renovation/Remodel VAL 25,001-30,000	\$125		\$150-\$160
Electrical Permit Fee Commercial, Renovation/Remodel VAL 30,001-35,000	\$140		\$150-\$170
Electrical Permit Fee Commercial, Renovation/Remodel VAL 35,001-40,000	\$155		\$150-\$170
Electrical Permit Fee Commercial, Renovation/Remodel VAL 40,001-45,000	\$180		\$140-\$160
Electrical Permit Fee Commercial, Renovation/Remodel VAL 45,001-50,000	\$195		\$150-\$170
Electrical Permit Fee Commercial, Renovation/Remodel VAL 50,001+	\$2,341	Use Smaller Increments to Calculate	\$200-\$230
Electrical Permit Fee Residential, Renovation/Remodel VAL 0-500	\$23		\$150-\$170
Electrical Permit Fee Residential, Renovation/Remodel VAL 501-2,000	\$29		\$150-\$170
Electrical Permit Fee Residential, Renovation/Remodel VAL 2,001-6,000	\$55		\$150-\$170
Electrical Permit Fee Residential, Renovation/Remodel VAL 6,001-1,0000	\$77		\$150-\$170
Electrical Permit Fee Residential, Renovation/Remodel VAL 10,001-20,000	\$94		\$170-\$190
Electrical Permit Fee Residential, Renovation/Remodel VAL 20,001-25,000	\$105		\$510-\$520
Electrical Permit Fee Residential, Renovation/Remodel VAL 25,001-30,000	\$125		\$200-\$220
Electrical Permit Fee Residential, Renovation/Remodel VAL 30,001-35,000	\$140		\$290-\$310
Electrical Permit Fee Residential, Renovation/Remodel VAL 35,001-40,000	\$155		\$360-\$380
Electrical Permit Fee Residential, Renovation/Remodel VAL 40,001-45,000	\$180		\$280-\$300
Electrical Permit Fee Residential, Renovation/Remodel VAL 45,001-50,000	\$195		\$210-\$230
Electrical Permit Fee Residential, Renovation/Remodel VAL 50,001+	\$328	Use Smaller Increments to Calculate	\$330-\$360
Electrical Sign Permits	\$23		\$85
ETJ Fee - Electrical	\$41		\$170-\$200
MUD District Fee - Electrical	\$41		\$170-\$200
Environmental Re-Inspection			
Environmental Re-inspection Fee Commercial, New Construction/Addition	\$100		\$60
Environmental Re-inspection Fee Renovation/Remodel	\$100		\$60
Environmental Re-inspection Fee Residential, New Construction	\$100		\$60
Environmental Re-inspection Fee Shell	\$100		\$60
Landscape Inspection			
Landscape Inspection Commercial, New Construction/Addition	\$50		\$2,200
Landscape Re-Inspection Commercial, New Construction/Addition	\$50		\$1,760
Landscape Re-Inspection Renovation/Remodel	\$50		\$2,200
Landscape Re-Inspection Residential, New Construction	\$50		\$1,100
Landscape Re-Inspection Shell	\$50		\$1,100
Mechanical Permits			
Mechanical Permit Commercial, New Construction SQ FT 0-500	\$34		\$150
Mechanical Permit Commercial, New Construction SQ FT 501-1,000	\$43		\$150
Mechanical Permit Commercial, New Construction SQ FT 1,001-1,500	\$55		\$150
Mechanical Permit Commercial, New Construction SQ FT 1,501-2,000	\$70		\$160
Mechanical Permit Commercial, New Construction SQ FT 2,001-2,500	\$77		\$160
Mechanical Permit Commercial, New Construction SQ FT 2,501-3,000	\$85		\$160
Mechanical Permit Commercial, New Construction SQ FT 3,001-3,500	\$88		\$160
Mechanical Permit Commercial, New Construction SQ FT 3,501-4,000	\$91		\$160
Mechanical Permit Commercial, New Construction SQ FT 4,001-4,500	\$105		\$160
Mechanical Permit Commercial, New Construction SQ FT 4,501-5,000	\$115		\$160
Mechanical Permit Commercial, New Construction SQ FT 5,001-8,000	\$130		\$160
Mechanical Permit Commercial, New Construction SQ FT 8,001-11,000	\$145		\$160
Mechanical Permit Commercial, New Construction SQ FT 11,001-14,000	\$180		\$160
Mechanical Permit Commercial, New Construction SQ FT 14,001-17,000	\$205		\$160
Mechanical Permit Commercial, New Construction SQ FT 20,001-25,000	\$270		\$190
Mechanical Permit Commercial, New Construction SQ FT 25,001-30,000	\$320		\$190
Mechanical Permit Commercial, New Construction SQ FT 40,001-45,000	\$440		\$190
Mechanical Permit Commercial, New Construction SQ FT 45,001-50,000	\$460		\$190

Fee Title	Current Fee*	Current Details	Cost of Service Range*
Mechanical Permit Commercial, New Construction SQ FT 50,001+	\$987	Use Smaller Increments to Calculate	\$220
Mechanical Permit Shell, New Construction SQ FT 8,001-11,000	\$135		\$12
Mechanical Permit Shell, New Construction SQ FT 50,001+	\$788	Use Smaller Increments to Calculate	\$12
Mechanical Permit Residential, New Construction, Duplex SQ FT 501-1,000	\$70		\$60-\$80
Mechanical Permit Residential, New Construction, Duplex SQ FT 1,001-1,250	\$73		\$60-\$80
Mechanical Permit Residential, New Construction, Duplex SQ FT 1,251-1,500	\$77		\$60-\$80
Mechanical Permit Residential, New Construction, Duplex SQ FT 2,251-2,500	\$101		\$60-\$80
Mechanical Permit Residential, New Construction, Duplex SQ FT 2,501-3,000	\$108		\$60-\$80
Mechanical Permit Residential, New Construction, Duplex SQ FT 3,000-3,500	\$123		\$60-\$80
Mechanical Permit Residential, New Construction, Duplex SQ FT 3,501-4,000	\$134		\$60-\$80
Mechanical Permit Residential, New Construction, Duplex SQ FT 4,001-5,000	\$149		\$60-\$80
Mechanical Permit Residential, New Construction, Duplex SQ FT 5,001+	\$191	Use Smaller Increments to Calculate, plus \$29	\$60-\$80
Mechanical Permit Residential, New Construction SQ FT 0-500	\$34		\$60-\$80
Mechanical Permit Residential, New Construction SQ FT 501-1,000	\$41		\$60-\$80
Mechanical Permit Residential, New Construction SQ FT 1,001-1,250	\$44		\$60-\$80
Mechanical Permit Residential, New Construction SQ FT 1,251-1,500	\$48		\$60-\$80
Mechanical Permit Residential, New Construction SQ FT 1,501-1,750	\$56		\$60-\$80
Mechanical Permit Residential, New Construction SQ FT 1,751-2,000	\$59		\$60-\$80
Mechanical Permit Residential, New Construction SQ FT 2,001-2,250	\$66		\$60-\$80
Mechanical Permit Residential, New Construction SQ FT 2,251-2,500	\$72		\$60-\$80
Mechanical Permit Residential, New Construction SQ FT 2,501-3,000	\$79		\$60-\$80
Mechanical Permit Residential, New Construction SQ FT 3,000-3,500	\$94		\$60-\$80
Mechanical Permit Residential, New Construction SQ FT 3,501-4,000	\$105		\$60-\$80
Mechanical Permit Residential, New Construction SQ FT 4,001-5,000	\$120		\$60-\$80
Mechanical Permit Residential, New Construction SQ FT 5,001+	\$185	Use Smaller Increments to Calculate	\$60-\$80
Mechanical Permit Apartments Commercial	\$809	\$46 per apartment/unit	\$12
Mechanical Permit Motel-Hotel Commercial	\$1,197	\$18 per room/unit	\$12
Mechanical Permit Warehouse Space & Parking Garages Commercial	\$1,509	\$11 per 1,000 sq ft	\$12
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 0-500	\$23		\$160
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 501-2,000	\$29		\$160
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 2,001-6,000	\$55		\$160
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 6,001-10,000	\$70		\$160
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 10,001-20,000	\$86		\$160
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 20,001-25,000	\$100		\$160
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 25,001-30,000	\$120		\$160
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 30,001-35,000	\$130		\$160
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 35,001-40,000	\$150		\$160
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 40,001-45,000	\$170		\$160
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 45,001-50,000	\$190		\$160
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 50,001+	\$1,942	Use Smaller Increments to Calculate	\$190
Mechanical Permit Fee Residential, Renovation/Remodel VAL 0-500	\$23		\$65
Mechanical Permit Fee Residential, Renovation/Remodel VAL 501-2,000	\$29		\$55-\$65
Mechanical Permit Fee Residential, Renovation/Remodel VAL 2,001-6,000	\$55		\$65
Mechanical Permit Fee Residential, Renovation/Remodel VAL 6,001-1,0000	\$70		\$45-\$65
Mechanical Permit Fee Residential, Renovation/Remodel VAL 10,001-20,000	\$86		\$45-\$65
Mechanical Permit Fee Residential, Renovation/Remodel VAL 20,001-25,000	\$100		\$45-\$65

Fee Title	Current Fee*	Current Details	Cost of Service Range*
Mechanical Permit Fee Residential, Renovation/Remodel VAL 25,001-30,000	\$120		\$45-\$65
Mechanical Permit Fee Residential, Renovation/Remodel VAL 30,001-35,000	\$130		\$45-\$65
Mechanical Permit Fee Residential, Renovation/Remodel VAL 45,001-50,000	\$190		\$45-\$65
Mechanical Permit Fee Residential, Renovation/Remodel VAL 50,001+	\$589	Use Smaller Increments to Calculate	\$45-\$65
MUD District Fee - Mechanical	\$41		\$12
MISC			
After Hours Inspection Fee	\$200	\$200 per hour	\$85-\$120
Re-Inspection Fee Commercial/Residential	\$65		\$18-\$35
Plan Review			
Plan Review Fee Commercial, VAL 0-2,500	\$50		\$630
Plan Review Fee Commercial, VAL 2,501-5,000	\$150		\$600
Plan Review Fee Commercial, VAL 5,001-2,000,000	\$132	\$115 + \$1 per thousand	\$1,180
Plan Review Fee Commercial, VAL 2,000,001-10,000,000	\$4,234	\$150 + \$1 per thousand	\$3,320
Plan Review Fee Commercial, VAL 10,000,000+	\$14,693	\$12,275 + \$1 per \$10,000 above \$10,000,000	\$4,170
New Construction - Volume Builder Residential, New Construction	\$15		\$140-\$190
Initial Residential Review Fee Renovation/Remodel	\$100		\$240
Initial Residential Review Fee Residential, New Construction	\$100		\$170
Initial Residential Review Fee Residential, Additions	\$100		\$55
Plumbing Permits			
Plumbing Permit Commercial, New Construction SQ FT 0-500	\$34		\$250
Plumbing Permit Commercial, New Construction SQ FT 501-1,000	\$43		\$250
Plumbing Permit Commercial, New Construction SQ FT 1,001-1,500	\$55		\$250
Plumbing Permit Commercial, New Construction SQ FT 1,501-2,000	\$70		\$250
Plumbing Permit Commercial, New Construction SQ FT 2,001-2,500	\$77		\$250
Plumbing Permit Commercial, New Construction SQ FT 2,501-3,000	\$85		\$250
Plumbing Permit Commercial, New Construction SQ FT 3,001-3,500	\$94		\$250
Plumbing Permit Commercial, New Construction SQ FT 3,501-4,000	\$115		\$250
Plumbing Permit Commercial, New Construction SQ FT 4,001-4,500	\$120		\$250
Plumbing Permit Commercial, New Construction SQ FT 4,501-5,000	\$125		\$250
Plumbing Permit Commercial, New Construction SQ FT 5,001-8,000	\$150		\$250
Plumbing Permit Commercial, New Construction SQ FT 8,001-11,000	\$170		\$250
Plumbing Permit Commercial, New Construction SQ FT 11,001-14,000	\$205		\$250
Plumbing Permit Commercial, New Construction SQ FT 14,001-17,000	\$230		\$250
Plumbing Permit Commercial, New Construction SQ FT 20,001-25,000	\$285		\$270
Plumbing Permit Commercial, New Construction SQ FT 25,001-30,000	\$340		\$270
Plumbing Permit Commercial, New Construction SQ FT 30,001-35,000	\$400		\$270
Plumbing Permit Commercial, New Construction SQ FT 35,001-40,000	\$455		\$270
Plumbing Permit Commercial, New Construction SQ FT 40,001-45,000	\$510		\$270
Plumbing Permit Commercial, New Construction SQ FT 45,001-50,000	\$570		\$270
Plumbing Permit Commercial, New Construction SQ FT 50,001+	\$3,242	Use Smaller Increments to Calculate	\$300
Plumbing Permit Shell, New Construction SQ FT 4,501-5,000	\$100		\$250
Plumbing Permit Shell, New Construction SQ FT 5,001-8,000	\$115		\$250
Plumbing Permit Residential, New Construction SQ FT 0-500	\$34		\$85-\$120
Plumbing Permit Residential, New Construction SQ FT 501-1,000	\$41		\$85-\$120
Plumbing Permit Residential, New Construction SQ FT 1,001-1,250	\$47		\$85-\$120
Plumbing Permit Residential, New Construction SQ FT 1,251-1,500	\$50		\$85-\$120
Plumbing Permit Residential, New Construction SQ FT 1,501-1,750	\$69		\$85-\$120
Plumbing Permit Residential, New Construction SQ FT 1,751-2,000	\$78		\$85-\$120
Plumbing Permit Residential, New Construction SQ FT 2,001-2,250	\$85		\$85-\$120



Fee Title	Current Fee*	Current Details	Cost of Service Range*
Plumbing Permit Residential, New Construction SQ FT 2,251-2,500	\$89		\$85-\$120
Plumbing Permit Residential, New Construction SQ FT 2,501-3,000	\$95		\$85-\$120
Plumbing Permit Residential, New Construction SQ FT 3,000-3,500	\$100		\$85-\$120
Plumbing Permit Residential, New Construction SQ FT 3,501-4,000	\$115		\$85-\$120
Plumbing Permit Residential, New Construction SQ FT 4,001-5,000	\$125		\$85-\$120
Plumbing Permit Residential, New Construction SQ FT 5,001+	\$195	Use Smaller Increments to Calculate	\$85-\$120
Plumbing Permit Residential, New Construction, Duplex SQ FT 501-1,000	\$70		\$120-\$180
Plumbing Permit Residential, New Construction, Duplex SQ FT 1,001-1,250	\$76		\$120-\$180
Plumbing Permit Residential, New Construction, Duplex SQ FT 1,251-1,500	\$79		\$120-\$180
Plumbing Permit Residential, New Construction, Duplex SQ FT 2,251-2,500	\$118		\$120-\$180
Plumbing Permit Residential, New Construction, Duplex SQ FT 2,501-3,000	\$124		\$120-\$180
Plumbing Permit Residential, New Construction, Duplex SQ FT 3,000-3,500	\$129		\$120-\$180
Plumbing Permit Residential, New Construction, Duplex SQ FT 3,501-4,000	\$144		\$120-\$180
Plumbing Permit Residential, New Construction, Duplex SQ FT 4,001-5,000	\$158		\$120-\$180
Plumbing Permit Residential, New Construction, Duplex SQ FT 5,001+	\$199	Use Smaller Increments to Calculate, plus \$29	\$120-\$180
Plumbing Permit Apartments Commercial	\$808	\$57 per apartment/unit	\$12
Plumbing Permit Motel-Hotel Commercial	\$2,175	\$29 per room/unit	\$12
Plumbing Permit Warehouse Space & Parking Garages Commercial	\$1,788	\$17 per 1,000 sq ft	\$12
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 0-500	\$23		\$250
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 501-2,000	\$29		\$250
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 2,001-6,000	\$55		\$250
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 6,001-10,000	\$70		\$250
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 10,001-20,000	\$86		\$250
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 20,001-25,000	\$100		\$250
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 25,001-30,000	\$120		\$250
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 30,001-35,000	\$130		\$250
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 35,001-40,000	\$150		\$250
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 40,001-45,000	\$170		\$250
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 45,001-50,000	\$190		\$250
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 50,001+	\$2,099	Use Smaller Increments to Calculate	\$360
Plumbing Permit Fee Residential, Renovation/Remodel VAL 0-500	\$23		\$100-\$160
Plumbing Permit Fee Residential, Renovation/Remodel VAL 501-2,000	\$29		\$110-\$160
Plumbing Permit Fee Residential, Renovation/Remodel VAL 2,001-6,000	\$55		\$110-\$160
Plumbing Permit Fee Residential, Renovation/Remodel VAL 6,001-10,000	\$70		\$110-\$160
Plumbing Permit Fee Residential, Renovation/Remodel VAL 10,001-20,000	\$86		\$110-\$160
Plumbing Permit Fee Residential, Renovation/Remodel VAL 20,001-25,000	\$100		\$110-\$160
Plumbing Permit Fee Residential, Renovation/Remodel VAL 25,001-30,000	\$120		\$110-\$160
Plumbing Permit Fee Residential, Renovation/Remodel VAL 30,001-35,000	\$130		\$110-\$160
Plumbing Permit Fee Residential, Renovation/Remodel VAL 35,001-40,000	\$150		\$110-\$160
Plumbing Permit Fee Residential, Renovation/Remodel VAL 45,001-50,000	\$190		\$110-\$160
ETJ Fee - Plumbing	\$41		\$10
MUD District Fee - Plumbing	\$41		\$10
Site Plans			
Site Plan Boat Dock(Commercial) Dev Review	\$800		\$1,330
Site Plan Boat Dock(Commercial) Env Insp	\$85		\$340
Site Plan Boat Dock(Commercial) Env Review	\$305		\$2,910
Site Plan Boat Dock(Commercial) Parks	\$75		\$340
Site Plan Commercial Exempt & Cond Use Exempt	\$75		\$340
Site Plan Consolidated Env/Drainage	\$660		\$4,290
Site Plan Consolidated Insp, >0.25	\$85		\$340

Fee Title	Current Fee*	Current Details	Cost of Service Range*
Site Plan Consolidated Insp, >0.5	\$165		\$360
Site Plan Consolidated Insp, >1	\$330		\$340
Site Plan Consolidated Insp, >2	\$415		\$380
Site Plan Consolidated Insp, >4	\$440		\$340
Site Plan Consolidated Insp, >7	\$470		\$380
Site Plan Consolidated Insp, >10	\$495		\$360
Site Plan Consolidated Insp, 15+	\$624	\$525, plus \$6 per acre over 15	\$370
Site Plan Dev Permit (Bldg,Prkg) Env/Drainage	\$440		\$4,110
Site Plan Dev Permit Only-Bldg,Prkg,Oth Dev Review, <.25	\$605		\$1,310
Site Plan Dev Permit Only-Bldg,Prkg,Oth Dev Review, <.50	\$660		\$1,310
Site Plan Dev Permit Only-Bldg,Prkg,Oth Dev Review, <1	\$715		\$1,310
Site Plan Dev Permit Only-Bldg,Prkg,Oth Dev Review, <2	\$770		\$1,410
Site Plan Dev Permit Only-Bldg,Prkg,Oth Dev Review, <4	\$825		\$1,610
Site Plan Dev Permit Only-Bldg,Prkg,Oth Dev Review,<7	\$880		\$1,370
Site Plan Dev Permit Only-Bldg,Prkg,Oth Dev Review, <10	\$990		\$1,430
Site Plan Dev Permit Only-Bldg,Prkg,Oth Dev Review, <15	\$1,100		\$1,540
Site Plan Dev Permit Only-Bldg,Prkg,Oth Dev Review, 15+	\$2,384	\$1,100, plus \$10 per acre over 15	\$1,940
Site Plan Dev Permit Only-Bldg,Prkg,Oth Inspections, >0.25	\$85		\$330
Site Plan Dev Permit Only-Bldg,Prkg,Oth Inspections, >0.5	\$165		\$330
Site Plan Dev Permit Only-Bldg,Prkg,Oth Inspections, >1	\$330		\$330
Site Plan Dev Permit Only-Bldg,Prkg,Oth Inspections, >2	\$415		\$370
Site Plan Dev Permit Only-Bldg,Prkg,Oth Inspections, >4	\$440		\$570
Site Plan Dev Permit Only-Bldg,Prkg,Oth Inspections, >7	\$470		\$330
Site Plan Dev Permit Only-Bldg,Prkg,Oth Inspections, >10	\$495		\$330
Site Plan Dev Permit Only-Bldg,Prkg,Oth Inspections, >15	\$525		\$490
Site Plan Dev Permit Only-Bldg,Prkg,Oth Inspections, 15+	\$1,236	\$525, plus \$6 per acre over 15	\$410
Site Plan Drainage & Channel Improvement Env	\$305		\$4,120
Site Plan Drainage & Channel Improvement Insp	\$360		\$330
Site Plan Inspection/Additional Phase Insp	\$360		\$580
Site Plan Land Use Only Dev Review, >0.25	\$1,332		\$2,410
Site Plan Land Use Only Dev Review, >1	\$1,442		\$2,700
Site Plan Land Use Only Dev Review, >10	\$1,662		\$3,100
Site Plan Land Use Only Dev Review, >15	\$1,717		\$3,260
Site Plan Land Use Only Env/Drainage	\$330		\$2,080
Site Plan Landscape Inspection, >1	\$315		\$1,560
Site Plan Landscape Inspection, >5	\$500		\$1,460
Site Plan Landscape Inspection, 5+	\$1,093	\$500, plus \$40 per acre over 5	\$2,560
Site Plan Notification/Re-notification	\$193		\$560
Site Plan Off-site Prkg Analysis/Shared Prkg	\$330		\$2,200
Site Plan Small Project Consolidated Env Insp	\$85		\$330
Site Plan Small Project Consolidated Env Review	\$275		\$2,880
Site Plan Small Project Const Only Env Review Bldg/Prkg	\$55		\$2,930
Site Plan Small Project Const Only Env Review Boat Dock	\$75		\$2,290
Site Plan Small Project, Consolidated Dev Review	\$770		\$2,080
Site Plan Small Project, Const Only Dev Review, Inspection	\$85		\$640
Site Plan Small Project, Const Only Dev Review, Misc Site Plan	\$55		\$1,500
Site Plan Small Project, Const Only Dev Review, Misc(Construction Element)	\$110		\$1,130
Site Plan Small Project, Sign Fee	\$55		\$350
Site Plan Small Project, Tree Mitigation Fee	\$6,064	\$75 per caliper inch	\$250
Site Plan Street&Drainage-Full Dev Env Review	\$305		\$5,310
Site Plan Utility & Storm Sewers Dev Review	\$3,310	\$495, plus \$.55 per linear ft >500	\$330
Site Plan Utility & Storm Sewers Env Insp	\$85		\$330



Fee Title	Current Fee*	Current Details	Cost of Service Range*
Site Plan Utility & Storm Sewers Env Review	\$305		\$2,990
Site Plan, Consolidated Dev Review, <0.25	\$1,717		\$2,700
Site Plan, Consolidated Dev Review, <0.5	\$1,772		\$2,930
Site Plan, Consolidated Dev Review, <1	\$1,827		\$3,070
Site Plan, Consolidated Dev Review, <2	\$1,882		\$3,400
Site Plan, Consolidated Dev Review, <4	\$1,937		\$3,400
Site Plan, Consolidated Dev Review, <7	\$1,992		\$3,830
Site Plan, Consolidated Dev Review, <10	\$2,047		\$4,200
Site Plan, Consolidated Dev Review, <15	\$2,102		\$5,660
Site Plan, Consolidated Dev Review, 15+	\$6,612	\$1,815, plus \$10 per acre over 15	\$5,570
Watershed Protection-Chapter 245 Review	\$430		\$1,700
Site Plan Correction	\$165		\$170
Temporary Certificate of Occupancy			
TCO Occupancy Extension Fee Commercial, New Construction/Addition	\$225		\$30-\$40
TCO Occupancy Extension Fee Renovation/Remodel	\$225		\$30-\$40
TCO Occupancy Extension Fee Residential, New Construction	\$225		\$25-\$35
TCO Occupancy Extension Fee Shell	\$225		\$30-\$40
TCO Stocking Extension Fee Commercial, New Construction/Addition	\$225		\$30-\$40
TCO Stocking Extension Fee Renovation/Remodel	\$225		\$30-\$40
TCO Stocking Extension Fee Shell	\$225		\$30-\$40
Tree Permits			
Tree Ordinance Residential	\$25		\$45-\$45
Tree Re-Inspection Fee Renovation/Remodel	\$50		\$35-\$35
Tree Re-Inspection Fee Residential, New Construction	\$50		\$35-\$35
Zoning and Historic			
Historical BP - Historic Zoning Applications	\$250		\$700
Zoning Planned Unit Development (PUD) Land Use only Dev Review, >2	\$1,497		\$6,540
Zoning Planned Unit Development (PUD) Land Use only Dev Review, >7	\$1,607		\$6,540
Zoning Planned Unit Development (PUD) Land Use only Dev Review, 15+	\$3,963	\$1,717, plus \$9 per acre over 15	\$2,710
Zoning Planned Unit Development (PUD) Land Use only Env/Drainage	\$55		\$6,540
Municipal Utility District (MUD) Administrative Revision	\$165		\$2,620
Municipal Utility District (MUD) Annexation to a MUD Dev Review	\$1,861	\$1,045, plus \$24 per acre	\$230
Historical/Zoning Notification/Re-notification	\$193		\$260
Zoning Planned Development Agreement (PDA) PDA Agreement Revision-PC Approval	\$165		\$1,890
Historical/Zoning Regular Rezoning Fee, >0.25	\$1,005		\$390
Historical/Zoning Regular Rezoning Fee, >0.5	\$1,075		\$1,230
Historical/Zoning Regular Rezoning Fee, >1	\$1,205		\$1,470
Historical/Zoning Regular Rezoning Fee, >2	\$1,405		\$960
Historical/Zoning Regular Rezoning Fee, >4	\$1,740		\$870
Historical/Zoning Regular Rezoning Fee, >7	\$1,940		\$2,670
Historical/Zoning Regular Rezoning Fee, >10	\$2,275		\$2,670
Historical/Zoning Regular Rezoning Fee, >15	\$2,680		\$2,670
Historical/Zoning Regular Rezoning Fee, 15+	\$4,986	\$2,680, plus \$61 per acre over 15	\$1,070
Zoning Restrictive Covenant Amendment	\$275		\$2,230
Historical/Zoning Sign Fee	\$55		\$170

*Represented as average amount where detail is provided

Salary Impacts on Cost of Service Analysis

In 2008 the City of Austin was in the process of conducting a City-wide market salary assessment in an effort to standardize salary levels and structures across departments and provide a comparison of Austin city employee's salaries with those in other jurisdictions on a local and national level. The process was performed in phases. During Phase II of the process the City's budgetary constraints forced a stoppage to the studies progress. At the time of the stoppage the process had only reached a small portion of the employees in the current Planning and Development Review Department.

PFM recommends a Department-wide analysis of PDR's salary levels be conducted in order to ensure salaries are at levels which match the rest of the cities staff and are analogous to corresponding staff in other comparable jurisdictions on a local and national level.

If salaries are currently lower than average it would artificially decrease the cost of service amounts as calculated by PFM as part of this study. It is essential that the staff's salary amounts are reviewed and updated on an annual basis (Cost of Living Analysis, COLA) as the budget allows in order to prevent major shifts in salary amounts which would be difficult to account for from a cost of service perspective. This will also allow annual updates to fee amounts if the City chooses to implement such changes in their fee policy. This gradual increase in fees at an inflationary basis is recommended by PFM as it does not put un-due strain on the constituents living and operating businesses within Austin.

Cost of Service Study Beneficial for Related Managerial Activities

There are multiple benefits to a cost of service analysis. These include: understanding the distribution of costs and revenues across government, improving the understanding of operations, identifying reoccurring revenues, and creating transparent and understandable basis for fees for current and future years. As part of this analysis, manager and supervisors can obtain information on the amount of time individual employees spend on a fee. In addition, this type of analysis illustrates total time and staff members involved in administering a fee. This information can be used during future process re-designs, identifying areas where organizational structures may be modified or become more efficient and simply to develop a deeper understanding of how employees are spending their time.

The City's 2009 Audit report indicated a concern for current fee levels below the cost of service. "WPDR has done a study of funding structures and fees and found preliminarily that Austin's fees are generally lower than those of other cities and do not cover costs of services, although further information and analysis are needed. In 2008, WPDR completed a study that reviewed their structure and fees and compared them to other cities. Additionally, for the WPDR portion of the OSS process, the analysis determined that the cost of service exceeded revenue by almost \$4.5 million dollars. The review also determined that City's development review fees were generally lower than other cities' and were generally less than the cost of service for Site and Subdivision Inspections, the Permit Center, and Development Review. This study showed that on average, Austin's fees were lower than those of other cities compared overall and those of non-Texas cities, but higher than those of Texas cities compared.²"

PFM took a multi-faceted approach when determining fee recommendations, including the fee amounts calculated based on cost of service, inflation and comparable jurisdiction analyses. Since many of the Department's fees had not been updated since 1993, and comparatively to other jurisdictions PDR's fees were on the low end it was essential to take those components into consideration in conjunction with the cost of service analysis process.

Currently a large number of the Departments fees are bifurcated based on square footage and valuation. These tiered systems do not always have a direct correlation with the cost-based approach to analyzing building fees. As expressed by Michael Bouse of the International Code Council³, that when looking at a fee structure based purely on Square Footage and Valuation from a cost-based approach it will typically result in some fees being charged below and some above the determined cost of service. As predicted this was the case with PDR's bifurcated fees, that some came out above and below the cost of service.

In the immediate future, the City may consider raising fees to the average of the lower tier of the cost of service analysis, the comparative analysis and the CPI adjusted amount, capped at 25% increase. As shown in Table VII below. Raising the fees in 25% segments would allow incremental increases to lessen the impact of larger fee increases on customers.

The final recommended rates have been shown rounded: to the nearest 50 cent increment (\$0.50) for fees under ten dollars; to the nearest dollar (\$1.00) if the fee was under twenty-five dollars; to the nearest five dollar (\$5.00) increment if the fee was less than one hundred dollars; and to the nearest ten dollar (\$10.00) increment if the fee was one hundred dollars or more.

² Dudley, Taylor. One Stop Shop Audit Report. Austin, TX: Austin City Council, 2009.

³ Bouse, Michael. Establishing Building Permit Fees. Country Club Hills, IL: International Code Council, 2005.

Table VII. Recommended Fee Amounts

Fee Title	Recommended Fee Amount
Building Permits	
Building Permit Fee (Apartment) Commercial, New Construction/Addition	\$0.10 per SQ FT, plus \$18 per Unit
Building Permit Fee Commercial, New Construction/Addition SQ FT 0-500	\$42.50
Building Permit Fee Commercial, New Construction/Addition SQ FT 501-1,000	\$97.50
Building Permit Fee Commercial, New Construction/Addition SQ FT 1,001-1,500	\$150.00
Building Permit Fee Commercial, New Construction/Addition SQ FT 1,501-2,000	\$200.00
Building Permit Fee Commercial, New Construction/Addition SQ FT 2,001-2,500	\$250.00
Building Permit Fee Commercial, New Construction/Addition SQ FT 2,501-3,000	\$300.00
Building Permit Fee Commercial, New Construction/Addition SQ FT 3,001-3,500	\$350.00
Building Permit Fee Commercial, New Construction/Addition SQ FT 3,501-4,000	\$406.25
Building Permit Fee Commercial, New Construction/Addition SQ FT 4,001-4,500	\$450.00
Building Permit Fee Commercial, New Construction/Addition SQ FT 4,501-5,000	\$498.75
Building Permit Fee Commercial, New Construction/Addition SQ FT 5,001-8,000	\$718.60
Building Permit Fee Commercial, New Construction/Addition SQ FT 8,001-11,000	\$966.05
Building Permit Fee Commercial, New Construction/Addition SQ FT 11,001-14,000	\$1,230.16
Building Permit Fee Commercial, New Construction/Addition SQ FT 14,001-17,000	\$1,465.71
Building Permit Fee Commercial, New Construction/Addition SQ FT 17,001-20,000	\$1,706.49
Building Permit Fee Commercial, New Construction/Addition SQ FT 20,001-25,000	\$2,104.31
Building Permit Fee Commercial, New Construction/Addition SQ FT 25,001-30,000	\$2,507.36
Building Permit Fee Commercial, New Construction/Addition SQ FT 30,001-35,000	\$2,921.84
Building Permit Fee Commercial, New Construction/Addition SQ FT 35,001-40,000	\$3,308.22
Building Permit Fee Commercial, New Construction/Addition SQ FT 40,001-45,000	\$3,741.27
Building Permit Fee Commercial, New Construction/Addition SQ FT 45,001-50,000	\$4,110.52
Building Permit Fee Commercial, New Construction/Addition SQ FT 50,000+	Use Smaller Increments to Calculate
Building Permit Fee Commercial, Renovation/Remodel VAL 0-500	\$28.75
Building Permit Fee Commercial, Renovation/Remodel VAL 501-2,000	\$51.25
Building Permit Fee Commercial, Renovation/Remodel VAL 2,001-6,000	\$80.00
Building Permit Fee Commercial, Renovation/Remodel VAL 6,001-10,000	\$97.50
Building Permit Fee Commercial, Renovation/Remodel VAL 10,001-20,000	\$168.75
Building Permit Fee Commercial, Renovation/Remodel VAL 20,001-25,000	\$206.25
Building Permit Fee Commercial, Renovation/Remodel VAL 25,001-30,000	\$240.71
Building Permit Fee Commercial, Renovation/Remodel VAL 30,001-35,000	\$256.63
Building Permit Fee Commercial, Renovation/Remodel VAL 35,001-40,000	\$287.07
Building Permit Fee Commercial, Renovation/Remodel VAL 40,001-45,000	\$328.70
Building Permit Fee Commercial, Renovation/Remodel VAL 45,001-50,000	\$359.14
Building Permit Fee Commercial, Renovation/Remodel VAL 50,001+	Use Smaller Increments to Calculate
Building Permit Fee Residential, Renovation/Remodel VAL 0-500	\$28.75
Building Permit Fee Residential, Renovation/Remodel VAL 501-2,000	\$51.25
Building Permit Fee Residential, Renovation/Remodel VAL 2,001-6,000	\$80.00
Building Permit Fee Residential, Renovation/Remodel VAL 6,001-10,000	\$97.50
Building Permit Fee Residential, Renovation/Remodel VAL 10,001-20,000	\$168.75
Building Permit Fee Residential, Renovation/Remodel VAL 20,001-25,000	\$205.75
Building Permit Fee Residential, Renovation/Remodel VAL 25,001-30,000	\$237.38
Building Permit Fee Residential, Renovation/Remodel VAL 30,001-35,000	\$256.63
Building Permit Fee Residential, Renovation/Remodel VAL 35,001-40,000	\$280.40
Building Permit Fee Residential, Renovation/Remodel VAL 40,001-45,000	\$315.36
Building Permit Fee Residential, Renovation/Remodel VAL 45,001-50,000	\$345.80
Building Permit Fee Residential, Renovation/Remodel VAL 50,001+	Use Smaller Increments to Calculate
Building Permit Fee Residential, New Construction SQ FT 0-500	\$41.25
Building Permit Fee Residential, New Construction SQ FT 501-1,000	\$102.50
Building Permit Fee Residential, New Construction SQ FT 1,001-1,250	\$125.00

Fee Title	Recommended Fee Amount
Building Permit Fee Residential, New Construction SQ FT 1,251-1,500	\$156.25
Building Permit Fee Residential, New Construction SQ FT 1,501-1,750	\$181.25
Building Permit Fee Residential, New Construction SQ FT 1,751-2,000	\$206.25
Building Permit Fee Residential, New Construction SQ FT 2,001-2,250	\$231.25
Building Permit Fee Residential, New Construction SQ FT 2,251-2,500	\$256.25
Building Permit Fee Residential, New Construction SQ FT 2,501-3,000	\$306.25
Building Permit Fee Residential, New Construction SQ FT 3,001-3,500	\$362.50
Building Permit Fee Residential, New Construction SQ FT 3,501-4,000	\$412.50
Building Permit Fee Residential, New Construction SQ FT 4,001-4,999	\$462.50
Building Permit Fee Residential, New Construction SQ FT 5,000+	Use Smaller Increments to Calculate
Building Permit Fee Residential New Construction Boat Docks	\$267.69
Building Permit Fee Shell 1,001-1,500	\$150.00
Building Permit Fee Shell 4,001-4,500	\$405.21
Building Permit Fee Shell 4,501-5,000	\$447.09
Building Permit Fee Shell 5,001-8,000	\$670.26
Building Permit Fee Shell 8,001-11,000	\$922.71
Building Permit Fee Shell 11,001-14,000	\$1,163.50
Building Permit Fee Shell 25,001-30,000	\$2,425.69
Building Plan Revision Fee Commercial	\$218.75
Building Plan Update Fee Commercial	\$406.25
MUD District Fee - Building Renovation/Remodel	\$51.25
MUD District Fee - Building Residential, New Construction	\$51.25
Demolition	
Demolition Application Commercial	\$25.00
Demolition Permit Fee Commercial	\$55.00
Demolition Permit Fee Residential	\$55.00
Demolition/Relocation Plan Review Fee Commercial	\$31.25
Demolition/Relocation Plan Review Fee Residential	\$31.25
Development Assistance	
Formal Development Assessment Dev Rev, >5	\$115.00
Formal Development Assessment Dev Rev, <5	\$92, plus \$6 per acre over 5
Formal Development Assessment Env Rev	\$43.75
Land Status Determination Legal tract Determination Fee	\$165.00
Site Plan Determination/Exemption Commercial Exempt & Cond Use Exempt	\$85.00
Electrical Permits	
Electrical Permit Commercial, New Construction SQ FT 0-500	\$42.50
Electrical Permit Commercial, New Construction SQ FT 501-1,000	\$53.75
Electrical Permit Commercial, New Construction SQ FT 1,001-1,500	\$68.75
Electrical Permit Commercial, New Construction SQ FT 1,501-2,000	\$87.50
Electrical Permit Commercial, New Construction SQ FT 2,001-2,500	\$96.25
Electrical Permit Commercial, New Construction SQ FT 2,501-3,000	\$120.00
Electrical Permit Commercial, New Construction SQ FT 3,001-3,500	\$131.25
Electrical Permit Commercial, New Construction SQ FT 3,501-4,000	\$287.50
Electrical Permit Commercial, New Construction SQ FT 4,001-4,500	\$343.75
Electrical Permit Commercial, New Construction SQ FT 4,501-5,000	\$375.97
Electrical Permit Commercial, New Construction SQ FT 5,001-8,000	\$402.14
Electrical Permit Commercial, New Construction SQ FT 8,001-11,000	\$438.78
Electrical Permit Commercial, New Construction SQ FT 11,001-14,000	\$488.75
Electrical Permit Commercial, New Construction SQ FT 14,001-17,000	\$535.86
Electrical Permit Commercial, New Construction SQ FT 20,001-25,000	\$635.32
Electrical Permit Commercial, New Construction SQ FT 25,001-30,000	\$698.13
Electrical Permit Commercial, New Construction SQ FT 35,001-40,000	\$839.46
Electrical Permit Commercial, New Construction SQ FT 40,001-45,000	\$917.97
Electrical Permit Commercial, New Construction SQ FT 45,001-50,000	\$1,006.96
Electrical Permit Commercial, New Construction SQ FT 50,001+	Use Smaller Increments to



Fee Title	Recommended Fee Amount
	Calculate
Electrical Permit Commercial, Shell SQ FT 4,501-5,000	\$150.00
Electrical Permit Commercial, Shell SQ FT 5,001-8,000	\$206.25
Electrical Permit Commercial, Shell SQ FT 50,001+	Use Smaller Increments to Calculate
Electrical Permit Residential, New Construction SQ FT 0-500	\$42.50
Electrical Permit Residential, New Construction SQ FT 501-1,000	\$60.00
Electrical Permit Residential, New Construction SQ FT 1,001-1,250	\$71.25
Electrical Permit Residential, New Construction SQ FT 1,251-1,500	\$91.25
Electrical Permit Residential, New Construction SQ FT 1,501-1,750	\$98.75
Electrical Permit Residential, New Construction SQ FT 1,751-2,000	\$113.75
Electrical Permit Residential, New Construction SQ FT 2,001-2,250	\$125.00
Electrical Permit Residential, New Construction SQ FT 2,251-2,500	\$143.75
Electrical Permit Residential, New Construction SQ FT 2,501-3,000	\$175.00
Electrical Permit Residential, New Construction SQ FT 3,000-3,500	\$206.25
Electrical Permit Residential, New Construction SQ FT 3,501-4,000	\$231.25
Electrical Permit Residential, New Construction SQ FT 4,001-5,000	\$287.50
Electrical Permit Residential, New Construction SQ FT 5,001+	Use Smaller Increments to Calculate
Electrical Permit Residential, New Construction, Duplex SQ FT 501-1,000	\$102.50
Electrical Permit Residential, New Construction, Duplex SQ FT 1,001-1,250	\$113.75
Electrical Permit Residential, New Construction, Duplex SQ FT 1,251-1,500	\$133.75
Electrical Permit Residential, New Construction, Duplex SQ FT 2,251-2,500	\$186.25
Electrical Permit Residential, New Construction, Duplex SQ FT 3,000-3,500	\$248.75
Electrical Permit Residential, New Construction, Duplex SQ FT 3,501-4,000	\$273.75
Electrical Permit Residential, New Construction, Duplex SQ FT 4,001-5,000	\$330.00
Electrical Permit Residential, New Construction, Duplex SQ FT 5,001+	Use Smaller Increments to Calculate, plus \$34
Electrical Permit Residential, Electric Service Inspection Fee - Residence	\$28.75
Electrical Permit Residential, Electric Service Inspection Fee - Garage/Carport	\$28.75
Electrical Permit Residential, Electric Service Inspection Fee - Boat dock	\$28.75
Electrical Permit Apartments, Commercial	\$57 per apartment/unit
Electrical Permit Motel-Hotel, Commercial	\$29 per room/unit
Electrical Permit Warehouse Space & Parking Garages, Commercial	\$17 per 1,000 sq ft
Electrical Permit Fee Commercial, Renovation/Remodel VAL 0-500	\$28.75
Electrical Permit Fee Commercial, Renovation/Remodel VAL 501-2,000	\$36.25
Electrical Permit Fee Commercial, Renovation/Remodel VAL 2,001-6,000	\$68.75
Electrical Permit Fee Commercial, Renovation/Remodel VAL 6,001-1,0000	\$96.25
Electrical Permit Fee Commercial, Renovation/Remodel VAL 10,001-20,000	\$117.50
Electrical Permit Fee Commercial, Renovation/Remodel VAL 20,001-25,000	\$131.25
Electrical Permit Fee Commercial, Renovation/Remodel VAL 25,001-30,000	\$156.25
Electrical Permit Fee Commercial, Renovation/Remodel VAL 30,001-35,000	\$175.00
Electrical Permit Fee Commercial, Renovation/Remodel VAL 35,001-40,000	\$190.05
Electrical Permit Fee Commercial, Renovation/Remodel VAL 40,001-45,000	\$209.31
Electrical Permit Fee Commercial, Renovation/Remodel VAL 45,001-50,000	\$226.19
Electrical Permit Fee Commercial, Renovation/Remodel VAL 50,001+	Use Smaller Increments to Calculate
Electrical Permit Fee Residential, Renovation/Remodel VAL 0-500	\$28.75
Electrical Permit Fee Residential, Renovation/Remodel VAL 501-2,000	\$36.25
Electrical Permit Fee Residential, Renovation/Remodel VAL 2,001-6,000	\$68.75
Electrical Permit Fee Residential, Renovation/Remodel VAL 6,001-1,0000	\$96.25
Electrical Permit Fee Residential, Renovation/Remodel VAL 10,001-20,000	\$117.50
Electrical Permit Fee Residential, Renovation/Remodel VAL 20,001-25,000	\$131.25
Electrical Permit Fee Residential, Renovation/Remodel VAL 25,001-30,000	\$156.25
Electrical Permit Fee Residential, Renovation/Remodel VAL 30,001-35,000	\$175.00
Electrical Permit Fee Residential, Renovation/Remodel VAL 35,001-40,000	\$193.75
Electrical Permit Fee Residential, Renovation/Remodel VAL 40,001-45,000	\$225.00



Fee Title	Recommended Fee Amount
Electrical Permit Fee Residential, Renovation/Remodel VAL 45,001-50,000	\$243.75
Electrical Permit Fee Residential, Renovation/Remodel VAL 50,001+	Use Smaller Increments to Calculate
Electrical Sign Permits	\$28.75
ETJ Fee - Electrical	\$51.25
MUD District Fee - Electrical	\$51.25
Environmental Re-Inspection	
Environmental Re-inspection Fee Commercial, New Construction/Addition	\$100.00
Environmental Re-inspection Fee Renovation/Remodel	\$100.00
Environmental Re-inspection Fee Residential, New Construction	\$100.00
Environmental Re-inspection Fee Shell	\$100.00
Landscape Inspection	
Landscape Inspection Commercial, New Construction/Addition	\$62.50
Landscape Re-Inspection Commercial, New Construction/Addition	\$62.50
Landscape Re-Inspection Renovation/Remodel	\$62.50
Landscape Re-Inspection Residential, New Construction	\$62.50
Landscape Re-Inspection Shell	\$62.50
Mechanical Permits	
Mechanical Permit Commercial, New Construction SQ FT 0-500	\$42.50
Mechanical Permit Commercial, New Construction SQ FT 501-1,000	\$53.75
Mechanical Permit Commercial, New Construction SQ FT 1,001-1,500	\$68.75
Mechanical Permit Commercial, New Construction SQ FT 1,501-2,000	\$87.50
Mechanical Permit Commercial, New Construction SQ FT 2,001-2,500	\$96.25
Mechanical Permit Commercial, New Construction SQ FT 2,501-3,000	\$106.25
Mechanical Permit Commercial, New Construction SQ FT 3,001-3,500	\$110.00
Mechanical Permit Commercial, New Construction SQ FT 3,501-4,000	\$113.75
Mechanical Permit Commercial, New Construction SQ FT 4,001-4,500	\$131.25
Mechanical Permit Commercial, New Construction SQ FT 4,501-5,000	\$143.75
Mechanical Permit Commercial, New Construction SQ FT 5,001-8,000	\$162.50
Mechanical Permit Commercial, New Construction SQ FT 8,001-11,000	\$181.25
Mechanical Permit Commercial, New Construction SQ FT 11,001-14,000	\$225.00
Mechanical Permit Commercial, New Construction SQ FT 14,001-17,000	\$256.25
Mechanical Permit Commercial, New Construction SQ FT 20,001-25,000	\$337.50
Mechanical Permit Commercial, New Construction SQ FT 25,001-30,000	\$398.34
Mechanical Permit Commercial, New Construction SQ FT 40,001-45,000	\$523.96
Mechanical Permit Commercial, New Construction SQ FT 45,001-50,000	\$544.90
Mechanical Permit Commercial, New Construction SQ FT 50,001+	Use Smaller Increments to Calculate
Mechanical Permit Shell, New Construction SQ FT 8,001-11,000	\$145.33
Mechanical Permit Shell, New Construction SQ FT 50,001+	Use Smaller Increments to Calculate
Mechanical Permit Residential, New Construction, Duplex SQ FT 501-1,000	\$87.50
Mechanical Permit Residential, New Construction, Duplex SQ FT 1,001-1,250	\$91.25
Mechanical Permit Residential, New Construction, Duplex SQ FT 1,251-1,500	\$96.25
Mechanical Permit Residential, New Construction, Duplex SQ FT 2,251-2,500	\$126.25
Mechanical Permit Residential, New Construction, Duplex SQ FT 2,501-3,000	\$135.00
Mechanical Permit Residential, New Construction, Duplex SQ FT 3,000-3,500	\$153.75
Mechanical Permit Residential, New Construction, Duplex SQ FT 3,501-4,000	\$167.50
Mechanical Permit Residential, New Construction, Duplex SQ FT 4,001-5,000	\$186.25
Mechanical Permit Residential, New Construction, Duplex SQ FT 5,001+	Use Smaller Increments to Calculate, plus \$29
Mechanical Permit Residential, New Construction SQ FT 0-500	\$42.50
Mechanical Permit Residential, New Construction SQ FT 501-1,000	\$51.25
Mechanical Permit Residential, New Construction SQ FT 1,001-1,250	\$55.00
Mechanical Permit Residential, New Construction SQ FT 1,251-1,500	\$60.00
Mechanical Permit Residential, New Construction SQ FT 1,501-1,750	\$70.00
Mechanical Permit Residential, New Construction SQ FT 1,751-2,000	\$73.75



Fee Title	Recommended Fee Amount
Mechanical Permit Residential, New Construction SQ FT 2,001-2,250	\$82.50
Mechanical Permit Residential, New Construction SQ FT 2,251-2,500	\$90.00
Mechanical Permit Residential, New Construction SQ FT 2,501-3,000	\$98.75
Mechanical Permit Residential, New Construction SQ FT 3,000-3,500	\$117.50
Mechanical Permit Residential, New Construction SQ FT 3,501-4,000	\$131.25
Mechanical Permit Residential, New Construction SQ FT 4,001-5,000	\$150.00
Mechanical Permit Residential, New Construction SQ FT 5,001+	Use Smaller Increments to Calculate
Mechanical Permit Apartments Commercial	\$46 per apartment/unit
Mechanical Permit Motel-Hotel Commercial	\$18 per room/unit
Mechanical Permit Warehouse Space & Parking Garages Commercial	\$11 per 1,000 sq ft
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 0-500	\$28.75
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 501-2,000	\$36.25
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 2,001-6,000	\$68.75
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 6,001-10,000	\$87.50
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 10,001-20,000	\$107.50
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 20,001-25,000	\$125.00
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 25,001-30,000	\$150.00
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 30,001-35,000	\$162.50
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 35,001-40,000	\$187.50
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 40,001-45,000	\$206.94
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 45,001-50,000	\$225.01
Mechanical Permit Fee Commercial, Renovation/Remodel VAL 50,001+	Use Smaller Increments to Calculate
Mechanical Permit Fee Residential, Renovation/Remodel VAL 0-500	\$28.75
Mechanical Permit Fee Residential, Renovation/Remodel VAL 501-2,000	\$36.25
Mechanical Permit Fee Residential, Renovation/Remodel VAL 2,001-6,000	\$68.75
Mechanical Permit Fee Residential, Renovation/Remodel VAL 6,001-1,0000	\$78.25
Mechanical Permit Fee Residential, Renovation/Remodel VAL 10,001-20,000	\$92.71
Mechanical Permit Fee Residential, Renovation/Remodel VAL 20,001-25,000	\$105.35
Mechanical Permit Fee Residential, Renovation/Remodel VAL 25,001-30,000	\$123.43
Mechanical Permit Fee Residential, Renovation/Remodel VAL 30,001-35,000	\$132.46
Mechanical Permit Fee Residential, Renovation/Remodel VAL 45,001-50,000	\$190.00
Mechanical Permit Fee Residential, Renovation/Remodel VAL 50,001+	Use Smaller Increments to Calculate
MUD District Fee - Mechanical	\$41.00
Plan Review	
Plan Review Fee Commercial, VAL 0-2,500	\$62.50
Plan Review Fee Commercial, VAL 2,501-5,000	\$187.50
Plan Review Fee Commercial, VAL 5,001-2,000,000	\$115 + \$2.91 per thousand
Plan Review Fee Commercial, VAL 2,000,001-10,000,000	\$150 + \$1 per thousand
Plan Review Fee Commercial, VAL 10,000,000+	\$12,275 + \$1 per \$10,000 above \$10,000,000
New Construction - Volume Builder Residential, New Construction	\$18.75
Initial Residential Review Fee Renovation/Remodel	\$125.00
Initial Residential Review Fee Residential, New Construction	\$125.00
Initial Residential Review Fee Residential, Additions	\$100.00
Plumbing Permits	
Plumbing Permit Commercial, New Construction SQ FT 0-500	\$42.50
Plumbing Permit Commercial, New Construction SQ FT 501-1,000	\$53.75
Plumbing Permit Commercial, New Construction SQ FT 1,001-1,500	\$68.75
Plumbing Permit Commercial, New Construction SQ FT 1,501-2,000	\$87.50
Plumbing Permit Commercial, New Construction SQ FT 2,001-2,500	\$96.25
Plumbing Permit Commercial, New Construction SQ FT 2,501-3,000	\$106.25
Plumbing Permit Commercial, New Construction SQ FT 3,001-3,500	\$117.50
Plumbing Permit Commercial, New Construction SQ FT 3,501-4,000	\$143.75
Plumbing Permit Commercial, New Construction SQ FT 4,001-4,500	\$150.00



Fee Title	Recommended Fee Amount
Plumbing Permit Commercial, New Construction SQ FT 4,501-5,000	\$156.25
Plumbing Permit Commercial, New Construction SQ FT 5,001-8,000	\$187.50
Plumbing Permit Commercial, New Construction SQ FT 8,001-11,000	\$212.50
Plumbing Permit Commercial, New Construction SQ FT 11,001-14,000	\$256.25
Plumbing Permit Commercial, New Construction SQ FT 14,001-17,000	\$287.50
Plumbing Permit Commercial, New Construction SQ FT 20,001-25,000	\$356.25
Plumbing Permit Commercial, New Construction SQ FT 25,001-30,000	\$425.00
Plumbing Permit Commercial, New Construction SQ FT 30,001-35,000	\$500.00
Plumbing Permit Commercial, New Construction SQ FT 35,001-40,000	\$566.33
Plumbing Permit Commercial, New Construction SQ FT 40,001-45,000	\$623.91
Plumbing Permit Commercial, New Construction SQ FT 45,001-50,000	\$686.72
Plumbing Permit Commercial, New Construction SQ FT 50,001+	Use Smaller Increments to Calculate
Plumbing Permit Shell, New Construction SQ FT 4,501-5,000	\$125.00
Plumbing Permit Shell, New Construction SQ FT 5,001-8,000	\$143.75
Plumbing Permit Residential, New Construction SQ FT 0-500	\$42.50
Plumbing Permit Residential, New Construction SQ FT 501-1,000	\$51.25
Plumbing Permit Residential, New Construction SQ FT 1,001-1,250	\$58.75
Plumbing Permit Residential, New Construction SQ FT 1,251-1,500	\$62.50
Plumbing Permit Residential, New Construction SQ FT 1,501-1,750	\$86.25
Plumbing Permit Residential, New Construction SQ FT 1,751-2,000	\$97.50
Plumbing Permit Residential, New Construction SQ FT 2,001-2,250	\$106.25
Plumbing Permit Residential, New Construction SQ FT 2,251-2,500	\$111.25
Plumbing Permit Residential, New Construction SQ FT 2,501-3,000	\$118.75
Plumbing Permit Residential, New Construction SQ FT 3,000-3,500	\$125.00
Plumbing Permit Residential, New Construction SQ FT 3,501-4,000	\$143.75
Plumbing Permit Residential, New Construction SQ FT 4,001-5,000	\$156.25
Plumbing Permit Residential, New Construction SQ FT 5,001+	Use Smaller Increments to Calculate
Plumbing Permit Residential, New Construction, Duplex SQ FT 501-1,000	\$87.50
Plumbing Permit Residential, New Construction, Duplex SQ FT 1,001-1,250	\$95.00
Plumbing Permit Residential, New Construction, Duplex SQ FT 1,251-1,500	\$98.75
Plumbing Permit Residential, New Construction, Duplex SQ FT 2,251-2,500	\$147.50
Plumbing Permit Residential, New Construction, Duplex SQ FT 2,501-3,000	\$155.00
Plumbing Permit Residential, New Construction, Duplex SQ FT 3,000-3,500	\$161.25
Plumbing Permit Residential, New Construction, Duplex SQ FT 3,501-4,000	\$180.00
Plumbing Permit Residential, New Construction, Duplex SQ FT 4,001-5,000	\$197.50
Plumbing Permit Residential, New Construction, Duplex SQ FT 5,001+	Use Smaller Increments to Calculate, plus \$29
Plumbing Permit Apartments Commercial	\$57 per apartment/unit
Plumbing Permit Motel-Hotel Commercial	\$29 per room/unit
Plumbing Permit Warehouse Space & Parking Garages Commercial	\$17 per 1,000 sq ft
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 0-500	\$28.75
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 501-2,000	\$36.25
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 2,001-6,000	\$68.75
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 6,001-10,000	\$87.50
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 10,001-20,000	\$107.50
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 20,001-25,000	\$125.00
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 25,001-30,000	\$150.00
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 30,001-35,000	\$162.50
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 35,001-40,000	\$187.50
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 40,001-45,000	\$212.50
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 45,001-50,000	\$237.50
Plumbing Permit Fee Commercial, Renovation/Remodel VAL 50,001+	Use Smaller Increments to Calculate
Plumbing Permit Fee Residential, Renovation/Remodel VAL 0-500	\$28.75
Plumbing Permit Fee Residential, Renovation/Remodel VAL 501-2,000	\$36.25



Fee Title	Recommended Fee Amount
Plumbing Permit Fee Residential, Renovation/Remodel VAL 2,001-6,000	\$68.75
Plumbing Permit Fee Residential, Renovation/Remodel VAL 6,001-10,000	\$87.50
Plumbing Permit Fee Residential, Renovation/Remodel VAL 10,001-20,000	\$107.50
Plumbing Permit Fee Residential, Renovation/Remodel VAL 20,001-25,000	\$125.00
Plumbing Permit Fee Residential, Renovation/Remodel VAL 25,001-30,000	\$145.09
Plumbing Permit Fee Residential, Renovation/Remodel VAL 30,001-35,000	\$154.13
Plumbing Permit Fee Residential, Renovation/Remodel VAL 35,001-40,000	\$172.20
Plumbing Permit Fee Residential, Renovation/Remodel VAL 45,001-50,000	\$208.34
ETJ Fee - Plumbing	\$41.00
MUD District Fee - Plumbing	\$41.00
Site Plans	
Site Plan Boat Dock(Commercial) Dev Review	\$1,000.00
Site Plan Boat Dock(Commercial) Env Insp	\$106.25
Site Plan Boat Dock(Commercial) Env Review	\$381.25
Site Plan Boat Dock(Commercial) Parks	\$93.75
Site Plan Commercial Exempt & Cond Use Exempt	\$93.75
Site Plan Consolidated Env/Drainage	\$825.00
Site Plan Consolidated Insp, >0.25	\$106.25
Site Plan Consolidated Insp, >0.5	\$206.25
Site Plan Consolidated Insp, >1	\$340.00
Site Plan Consolidated Insp, >2	\$415.00
Site Plan Consolidated Insp, >4	\$440.00
Site Plan Consolidated Insp, >7	\$470.00
Site Plan Consolidated Insp, >10	\$495.00
Site Plan Consolidated Insp, 15+	\$525, plus \$6 per acre over 15
Site Plan Dev Permit (Bldg,Prkg) Env/Drainage	\$550.00
Site Plan Dev Permit Only-Bldg,Prkg,Oth Dev Review, <.25	\$756.25
Site Plan Dev Permit Only-Bldg,Prkg,Oth Dev Review, <.50	\$825.00
Site Plan Dev Permit Only-Bldg,Prkg,Oth Dev Review, <1	\$893.75
Site Plan Dev Permit Only-Bldg,Prkg,Oth Dev Review, <2	\$962.50
Site Plan Dev Permit Only-Bldg,Prkg,Oth Dev Review, <4	\$1,031.25
Site Plan Dev Permit Only-Bldg,Prkg,Oth Dev Review, <7	\$1,100.00
Site Plan Dev Permit Only-Bldg,Prkg,Oth Dev Review, <10	\$1,237.50
Site Plan Dev Permit Only-Bldg,Prkg,Oth Dev Review, <15	\$1,375.00
Site Plan Dev Permit Only-Bldg,Prkg,Oth Dev Review, 15+	\$1,100, plus \$10 per acre over 15
Site Plan Dev Permit Only-Bldg,Prkg,Oth Inspections, >0.25	\$106.25
Site Plan Dev Permit Only-Bldg,Prkg,Oth Inspections, >0.5	\$206.25
Site Plan Dev Permit Only-Bldg,Prkg,Oth Inspections, >1	\$330.00
Site Plan Dev Permit Only-Bldg,Prkg,Oth Inspections, >2	\$415.00
Site Plan Dev Permit Only-Bldg,Prkg,Oth Inspections, >4	\$550.00
Site Plan Dev Permit Only-Bldg,Prkg,Oth Inspections, >7	\$470.00
Site Plan Dev Permit Only-Bldg,Prkg,Oth Inspections, >10	\$495.00
Site Plan Dev Permit Only-Bldg,Prkg,Oth Inspections, >15	\$525.00
Site Plan Dev Permit Only-Bldg,Prkg,Oth Inspections, 15+	\$525, plus \$6 per acre over 15
Site Plan Drainage & Channel Improvement Env	\$381.25
Site Plan Drainage & Channel Improvement Insp	\$360.00
Site Plan Inspection/Additional Phase Insp	\$450.00
Site Plan Land Use Only Dev Review, >0.25	\$1,665.00
Site Plan Land Use Only Dev Review, >1	\$1,802.50
Site Plan Land Use Only Dev Review, >10	\$2,077.50
Site Plan Land Use Only Dev Review, >15	\$2,146.25
Site Plan Land Use Only Env/Drainage	\$412.50
Site Plan Landscape Inspection, >1	\$393.75
Site Plan Landscape Inspection, >5	\$625.00



Fee Title	Recommended Fee Amount
Site Plan Landscape Inspection, 5+	\$500, plus \$58 per acre over 5
Site Plan Notification/Re-notification	\$241.25
Site Plan Off-site Prkg Analysis/Shared Prkg	\$412.50
Site Plan Small Project Consolidated Env Insp	\$106.25
Site Plan Small Project Consolidated Env Review	\$343.75
Site Plan Small Project Const Only Env Review Bldg/Prkg	\$68.75
Site Plan Small Project Const Only Env Review Boat Dock	\$93.75
Site Plan Small Project, Consolidated Dev Review	\$962.50
Site Plan Small Project, Const Only Dev Review, Inspection	\$106.25
Site Plan Small Project, Const Only Dev Review, Misc Site Plan	\$68.75
Site Plan Small Project, Const Only Dev Review, Misc(Construction Element)	\$137.50
Site Plan Small Project, Sign Fee	\$68.75
Site Plan Small Project, Tree Mitigation Fee	\$75 per caliper inch
Site Plan Street&Drainage-Full Dev Env Review	\$381.25
Site Plan Utility & Storm Sewers Dev Review	\$495, plus \$.55 per linear ft >500
Site Plan Utility & Storm Sewers Env Insp	\$106.25
Site Plan Utility & Storm Sewers Env Review	\$381.25
Site Plan, Consolidated Dev Review, <0.25	\$2,146.25
Site Plan, Consolidated Dev Review, <0.5	\$2,215.00
Site Plan, Consolidated Dev Review, <1	\$2,283.75
Site Plan, Consolidated Dev Review, <2	\$2,352.50
Site Plan, Consolidated Dev Review, <4	\$2,421.25
Site Plan, Consolidated Dev Review, <7	\$2,490.00
Site Plan, Consolidated Dev Review, <10	\$2,558.75
Site Plan, Consolidated Dev Review, <15	\$2,627.50
Site Plan, Consolidated Dev Review, 15+	\$1,815, plus \$10 per acre over 15
Watershed Protection-Chapter 245 Review	\$537.50
Site Plan Correction	\$170.00
Temporary Certificate of Occupancy	
TCO Occupancy Extension Fee Commercial, New Construction/Addition	\$225.00
TCO Occupancy Extension Fee Renovation/Remodel	\$225.00
TCO Occupancy Extension Fee Residential, New Construction	\$225.00
TCO Occupancy Extension Fee Shell	\$225.00
TCO Stocking Extension Fee Commercial, New Construction/Addition	\$225.00
TCO Stocking Extension Fee Renovation/Remodel	\$225.00
TCO Stocking Extension Fee Shell	\$225.00
Zoning and Historic	
Historical BP - Historic Zoning Applications	\$312.50
Zoning Planned Unit Development (PUD) Land Use only Dev Review, >2	\$1,871.25
Zoning Planned Unit Development (PUD) Land Use only Dev Review, >7	\$2,008.75
Zoning Planned Unit Development (PUD) Land Use only Dev Review, 15+	\$1,717, plus \$9 per acre over 15
Zoning Planned Unit Development (PUD) Land Use only Env/Drainage	\$68.75
Municipal Utility District (MUD) Administrative Revision	\$206.25
Municipal Utility District (MUD) Annexation to a MUD Dev Review	\$1,045, plus \$24 per acre
Historical/Zoning Notification/Re-notification	\$241.25
Zoning Planned Development Agreement (PDA) PDA Agreement Revision-PC Approval	\$206.25
Historical/Zoning Regular Rezoning Fee, >0.25	\$1,005.00
Historical/Zoning Regular Rezoning Fee, >0.5	\$1,230.00
Historical/Zoning Regular Rezoning Fee, >1	\$1,470.00
Historical/Zoning Regular Rezoning Fee, >2	\$1,405.00
Historical/Zoning Regular Rezoning Fee, >4	\$1,740.00
Historical/Zoning Regular Rezoning Fee, >7	\$2,425.00
Historical/Zoning Regular Rezoning Fee, >10	\$2,670.00



Fee Title	Recommended Fee Amount
Historical/Zoning Regular Rezoning Fee, >15	\$2,680.00
Historical/Zoning Regular Rezoning Fee, 15+	\$2,680, plus \$61 per acre over 15
Zoning Restrictive Covenant Amendment	\$343.75
Historical/Zoning Sign Fee	\$68.75
Miscellaneous	
After Hours Inspection Fee	\$200 per hour
Re-Inspection Fee Commercial/Residential	\$65.00
Tree Permits	
Tree Ordinance Residential	\$31.25
Tree Re-Inspection Fee Renovation/Remodel	\$50.00
Tree Re-Inspection Fee Residential, New Construction	\$50.00

Changes to fees are based upon the fee schedule ordinance. The majority of fees are codified in City ordinances, and require City Council approval to make changes to the structure and/or rates.

Board of Adjustments

Austin's Board of Adjustments hears and decides cases for a request for variance from the requirements of the City's Ordinances, Chapter 25-2 and other areas of Local Government Code. Their agendas items ranged from 9 to 25 items per meeting with an annual average of 17 items per agenda. Many items cover more than one issue or request for variance. The majority of cases relate to single family home issues, and therefore are associated with Residential Review permit issues. The following illustrates the types of cases presented to the Board during fiscal year 2010.

Table IX. Board of Adjustment Variance

Type of Variance	Number of Cases in FY10
Addition/Common Wall/Articulation	6
Building Coverage	1
Compatibility	18
Fence	18
Floor to Area Ratio	15
Impervious Coverage	27
Lot Size	18
Non-Compliance Expansion/Continuance	2
Parking	15
Paving	4
Set backs	146
Signs	9
Staff Interpretations	2



Table X. Board of Adjustment Variance

Fee Title	Current Fee	Cost Per Unit	New Fee	Cost Change
BOA Variances	\$360	\$583	\$580	\$220

**True Cost of Customer Service;
Fee Waivers, Refunds, Appeals and Staff Time**

The Planning and Development Review staff and the City of Austin are focused on customer service. PFM observed multiple instances by management and staff to ensure timely service and customer satisfaction. Governments nationwide are experiencing declining revenue due to the current economic downturn. While the City seeks to maintain superior customer service, they also must take into account the cost of these efforts, changes in revenue and areas where recouping some of the costs may be feasible.

Fee Waivers

In order to develop the Fee Inventory (*Appendix A*), PFM obtained permit-by-permit level data from the City’s AMANDA database this was then analyzed and summarized. During this process it was evident when using the Square Footage, Acreage or Valuations to calculate the fees based on the fee schedule that the amount of “theoretical revenue” was not always equal to the “actual revenue” that the City received. This could be due to data entry error in some small cases, but in most cases is due to fee waivers. According to the City’s 2009 Audit report “Fee Waivers indirectly affect OSS ability to respond to current challenges by reducing available funding, but management did not have a process in place for monitoring and communicating to Council the amount of waivers being granted. Preliminary information indicates that an estimated \$7.7M in fee waivers was granted in FY08. Of this amount, \$4.5M was for Austin Water Utility capital recovery fee waivers, and \$3.2M was for WPDR’s OSS plan review, permit, and inspection fees. Using this information, we calculated that for FY08, 14% of total WPDR OSS revenue was waived. Most of these waivers are granted by Council ordinance, reflecting policy priorities of the City Council by supporting issues such as SMART Housing, charitable organizations, and East Austin neighborhood conservation districts.”⁴

There was a difference in “theoretical vs. actual” revenue calculated by PFM based on the AMANDA data pull information received. With waivers and fee entry errors, actual revenue differed from theoretical revenue by about \$673,000. Without the waivers, the City would have received \$10.1M instead of \$9.4M from the studied fees.

⁴ Dudly, Taylor. One Stop Shop Audit Report. Austin, TX: Austin City Council, 2009.

Refunds

The Department’s Permit Fee Schedule states that “No refunds shall be granted if the purchaser has paid the minimum fee established for the specific type of permit in the adopted fee schedule. No refund shall be granted if an inspection has been performed, scheduled or requested pursuant to the permit. A refund of 75% of the original permit less the minimum permit fee established for the specific type of permit in the adopted fee schedule if (a) permit must be active, (b) the purchaser of the permit has requested the refund in writing. Refund Claims must be submitted in writing with a copy of the permit receipt.”⁵

When examining the permit-by-permit level data from the City’s AMANDA database it is evident that in many cases a full refund has been given, or in some cases a partial refund. A full refund means that the Department is not recovering their costs for time spent with the individual submitting the permit, data input time, and any other actions related to administering that permit. PFM recommends that the current refund policy be followed in order to recoup these costs, or a flat “refund fee” be put in place. Due to the material number of refunds, PDR and/or the City may consider including its refund policy in a broader fee policy. (See Chapter VIII Fee Policy)

Table XII. Fee Refund Summary

Permit Area	Refund Amount
Building Permits	-\$200,000
Demolition	-\$1,181
Development Assistance	-\$7,330
Electrical Permits	-\$66,849
Mechanical Inspection	-\$37,665
Plan Review	-\$77,803
Plumbing Permits	-\$56,516
Site Plans	-\$119,936
Temporary Certificate of Occupancy	-\$225
Miscellaneous	-\$300
Total	-\$567,804

⁵ City of Austin Permit Fee Schedule, Austin, TX: Austin City Council, 2010

New Fee Recommendations

This section provides the City with suggestions for new fees or permits for services. While gathering time allocation data for this fee study, each SME was asked if there were service(s) provided in their area that currently have no fee where a fee should reasonably be assessed (i.e. is an employee spending a significant amount of time on a service not currently charged) or if there were new fee opportunities that may exist.

PFM utilized data from interviews with staff and management and reviewed of best practices of cities of comparable size. The goal was to identify new fee opportunities for consideration and, if data was available, conduct a more detailed analysis and estimation of potential revenue to be generated by a new fee.

The City will need to determine if assessing the fee will align with the mission of the City, and if so, decide the public need and actual benefit. Finally, for the fee to be assessed the City will need to determine the level of cost recovery - whether it will be 100% or a fraction of the cost based on the necessity of the service to residents and businesses.

The following table below provides a listing of the recommended fees, followed by a summary of the fee's related service and, where possible, details of the labor and costs associated with assessing the new fee.

Table XIII: List of New Fee Recommendations and Fee Structure Modifications

Fee Area	Recommended Fee	Proposed Rate (Year 1)	Number of Fee Units	Estimated Proposed Revenue
Building Inspection	Mechanical Timed Permits	\$10	N/A	N/A
Residential Review	Express Permits	\$4	3,509	\$14,036
Residential Review	Condo Reviews	\$440	96	\$42,240
Tree Permits	Dead Tree Inspection	\$60	731	\$43,860
All	Development Services Surcharge	3-4%	63,451	\$281,612 - \$375,483
Commercial Review	Quick Turnarounds	N/A	N/A	N/A
TOTAL				\$381,748



Building Inspections

Mechanical Timed Permits

The City is currently offering a service to its citizens who need mechanical permits for smaller projects. This service allows them to schedule a specific time for their inspection. This service is only available for smaller residential projects. These permits are referred to as “timed permits.”

Since these inspections are set at specific times around the convenience of the homeowner it only allows the two inspectors performing these inspections to do a limited number of inspections per day. As a result, the inspectors spend more time on each inspection.

Currently, there are no additional fees associated with this premium service.

The following table shows the costs of service as calculated in Section V. A separate cost of service was performed on just the timed inspections, it equaled approximately \$10 more per inspection than the combined amount calculated in the cost of service analysis in *Section V*. Therefore a \$10 additional charge can be added to the following mechanical fees; Timed-Mechanical Permit Fee Residential, Renovation/Remodel VAL 0-500, Timed-Mechanical Permit Fee Residential, Renovation/Remodel VAL 501-2,000 and Timed-Mechanical Permit Fee Residential, Renovation/Remodel VAL 2,001-6,000.

Table XIV: List of New Fee Recommendations and Fee Structure Modifications

Type of Inspector	Type of Fee	Recommended Break-down	Combined Cost of Service as Calculated in Section V
Regular	Mechanical	\$65	\$65
Timed	Mechanical	\$75	

Residential Review

Express Permits

Express permits are a way for citizens in Austin to receive an expedited residential plan review for “simple” projects such as; Replacing Windows, Replacing Exterior Doors, Adding/Removing Siding, Adding/Removing Brick, Repairing a roof to the extent of replacing decking boards or Repairing foundation without increasing impervious cover. There is currently no charge for this expedited service.



The following table represents the time Austin staff spends on this service.

Table X: Express Permits Time

Position Title	Time per Fee	Total Hours per Year per Fee	Estimated Annual Number of Fees
Administrative Assistant	15 Minutes	520.5 HRS	3,509 Permits

PFM completed a cost of service analysis to approximate the fully loaded cost of service. That cost, using the previously stated rounding methodology, results in the recommended new fee level shown below.

Table XI: Express Permits

Proposed Fee	Salary Cost	Fringe Benefit	Direct Cost	Internal Indirect	External Indirect	Total Cost Per Fee	Proposed New Fee*
Express Permits	\$7,356	\$2,187	\$1,721	\$1,365	\$639	\$3.78	\$4

**Proposed New Fees calculation assumes 100% cost recovery*

The proposed fee of \$4.00 will create over \$13,000 in additional revenue for the City if the number of express permits remains constant.

Condo Reviews

Condominiums are reviewed through the residential plan review process similarly to other types of residential review; however no charge is associated with this plan review process for this classification of building.

Table XII: Condo Review Time

Position Title	Time per Fee	Total Hours per Year per Fee	Estimated Annual Number of Fees
Planner Senior	7.2	694 Hours Per Year	96

PFM completed a cost of service analysis to approximate the fully loaded cost of service. That cost, using the previously stated rounding methodology, results in the recommended new fee level shown below.

Table XIII: Condo Review

Proposed Fee	Salary Cost	Fringe Benefit	Direct Cost	Internal Indirect	External Indirect	Total Cost Per Fee	Proposed New Fee*
Condo Review	\$23,645.60	\$7,029	\$5,531	\$4,386	\$2,054	\$444	\$440

**Proposed New Fees calculation assumes 100% cost recovery*



Tree Permits

Dead Tree Inspection

The City's code of ordinances requires a permit for tree removal, work near a tree's critical root zone, or removal of more than 30% of a protected tree's crown. In each instance, a tree must be inspected by a City Arborist. The Arborist's inspection process and time requirements are exactly the same whether a tree is alive or deemed dead. However, the City's practice has been to forgo inspection fees for trees deemed dead at inspection. In FY2010, City Arborists inspected 731 dead trees which had no associated fees. The following table shows inspection times and estimated number of fees per year.

Table XIV: Dead Tree Inspection Fee

Position Title	Time per Fee	Total Hours per Year per Fee	Estimated Annual Number of Fees
Env. Prog. Coord. (3)/ Planner II/ Urban Forest Consvtn Prog Mgr	58 Minutes	731	731

PFM completed a cost of service analysis to approximate the fully loaded cost of service. That cost, using the previously stated rounding methodology, results in the recommended new fee level shown below.

Table XV: Dead Tree Inspection Fee

Proposed Fee	Salary Cost	Fringe Benefit	Direct Cost	Internal Indirect	External Indirect	Total Cost Per Fee	Proposed New Fee*
Dead Tree Inspection	\$24,727	\$7,351	\$5,784	\$4,586	\$2,148	\$61.01	\$60

**Proposed New Fees calculation assumes 100% cost recovery*

Development Services Surcharge

PFM has found it is a common practice for other jurisdictions to pass the cost of technology upgrades and maintenance on to consumers through ordinances that allows for a technology surcharge. This surcharge, usually applied as an additional flat fee or a nominal percentage of the total permitting fee, is added only to those permitting fees as authorized by ordinance to cover the costs of hardware or software upgrades needed to replace aging technology systems. Based on a survey of cities which currently have such a surcharge, the most popular method is to add a small percentage to each relevant fee, between three and five percent.

The revenue collected from the surcharge is put into a designated fund used exclusively for technology upgrades for that particular service. This method aligns with other cost of service best practices that suggest the costs of providing permitting services should be passed on to the customers that utilize these services and not subsidized by the general fund.



Table XVI: Development Services Surcharge in Other Jurisdictions

Jurisdiction	Surcharge
Atlanta, GA	\$25 on all building permits
Chesapeake, VA	\$5 on all plan review fees
Durham City, NC	4% on all planning department fees
Elk Grove, CA	\$0.40 per every \$1,000 of new construction valuation
Orlando, FL	8% on building permits, 6% dedicated to new software and 2% for maintenance.
Petaluma, CA	5% on fees from Public Works and Community Development Departments
Pinellas Park, FL	Tech fee is based on permit cost \$50 permit - \$2 fee; \$50.01-\$100 permit - \$5 fee; \$100.01-\$1,000 permit - \$10 fee; \$1,000+ permit - \$20 fee
Redding, CA	5% on all engineering division fees
Redmond, WA	3% on all development permit fees
Sacramento, CA	4% on all entitlement & environmental review fees

PFM estimates a development services surcharge fee from 3% to 4% per fee transaction would generate from \$281,612 to \$375,483 in additional revenue, based on the number of fees paid in FY2010.

Recommended Fee	Proposed Rate (Year 1)	Number of Fee Units	Estimated Proposed Revenue
Development Services Surcharge	3 – 4 %	63,451	\$281,612 - \$375,483

Premium Services, Quick Turnarounds

Currently, the City of Austin provides expedited commercial reviews for smaller projects through a process called “quick-turnarounds”. Examiners spend significant portions of time working to expedite the reviewing process. In many jurisdictions such premium services are assigned higher fees. There are three different ways of assigning these premiums:

- A flat additional fee,
- A percentage of the current fees in addition to the current fees, or
- An hourly rate for all work completed.

A listing of jurisdictions using these methods can be found below. Based on the research completed, the best approach would be to charge an hourly fee for these premium permitting services. The comparable jurisdictions listed fees ranging from \$100 to \$800 per hour for similar premium permitting services.

By definition, charging as additional fee for these premium permitting services would generate a fee above the cost of service. The excess revenue may be returned to the general fund or, if the City deems appropriate, may be used to create a designated purpose fund.



Table XVII: Premium Permitting In Other Jurisdictions

Jurisdiction	Expedited Plan Review
San Antonio, TX	Commercial Walk-Through Fee, \$100 per plan; Plan Review by Appointment Processing Fee (per appointment), \$200: Fee per Reviewer per hour (1 hour minimum) \$100.00
Dallas, TX	Partial Team, \$600 per hour: Per specialty, \$200 per hour: Overtime review per specialty \$250 per hour
Houston, TX	65% of the calculated building permit fee
Cary, NC	\$600 1st hour, \$150 per additional 15 minutes; re-review \$300 1st hour, \$150 per additional 15 minutes.
Cincinnati, OH	plan reviews only - \$500 for the original meeting, plus \$800 per hour until the plans are approved
Clark County, NV	fees are 400% of the normal planning and building code review costs
Las Vegas, NV	\$500 administrative fee and \$600 per hour over and above the regular fees.
Raleigh, NC	\$800 1st hour, \$200 per additional 15 minutes; re-review \$800 1st hour, \$200 per additional 15 minutes. (Also offer express reviews with site reviews.)
Rockford, IL	express plan reviews: 0 - 3000 sf \$3000, 3001 - 10,000 sf \$5000, 10,001 - 50,000 sf \$10,000, 50,001 + sf \$15,000



User Fee Policy

Creation of a user fee policy is considered a best practice for public budgeting according to the national Government Finance Officers Association (GFOA). In 2004 the GFOA published recommended fee practices that should be outlined in a user fee policy. The GFOA recommended that the policy:

- Stipulate mandatory review of fees and charges
- Establishes the frequency of review
- Identify the factors that are accounted for in a mandatory review
- Shows intention of collecting 100% of cost of service
- Distinguishes cases when 100% cost recovery may not occur
- Allows input from stakeholders
- Generate a publicly available policy⁶

Along with the recommendations regarding the development of a user fee policy, GFOA also suggested that the policy in the City of San Luis Obispo, California is a good model. San Luis Obispo reviews their policy annually and includes it with the annual city budget. This policy is included in *Appendix E*.

Current User Fee Policy

Based on research and conversations with city officials, the City of Austin does not have a user fee policy that outlines guiding principles for establishing and updating fees and permits.

The City of Austin would benefit from a user fee policy to provide guidelines for setting and reviewing user fees and permits. By formalizing the fee-setting process, the City could provide additional public information as to the general rationale for fees and permits for various services. To that end, the policy should provide guidelines on the level of target cost recovery policies along with the rationale for adopting certain recovery targets based on such factors as public policy concerns.

Cost Recovery Level

A user fee policy is intended to be used as a guide to City leadership and department directors in order to assist in the determination of the appropriate level for fees. Historically, in challenging economic environments, increases in fees can cause lower participation rates. Due to this fact, officials should use their best judgment in determining fair and reasonable fee levels in order to promote current public policy goals. In setting user fees and cost recovery levels, the following factors may be considered:

⁶ Michel, R. Gregory. Cost Analysis and Activity-Based Costing for Government. Chicago: Government Finance Officers Association. 2004. Page 97.

- **Community-wide versus Special Benefit:** The level of user fee cost recovery should consider the *community-wide* versus *special service* nature of the program or activity. The use of general-purpose revenues is appropriate for community-wide services, while user fees are appropriate for services that are of special benefit to easily identified groups.
- **Service Recipient versus Service Driver:** After considering the community-wide versus special benefit of the service, the concept of *service recipient* versus *service driver* should be considered. For example, it could be argued that the applicant is not the beneficiary of the City’s development review: the community is the primary beneficiary. However, the applicant is the *driver* of the development review costs and its request could affect the community; as such, cost recovery from the applicant is appropriate.
- **Effect of Pricing on the Demand for Services:** The level of cost recovery and related pricing of services can significantly affect the demand and subsequent level of services provided. At full cost recovery, this has the specific advantage of ensuring that the City is providing services for which there is genuinely a market that is not overly-stimulated by artificially low prices. Conversely, high levels of cost recovery will negatively impact the delivery of services to lower income groups. This negative feature can be especially pronounced and may have a deleterious impact on public policy goals if the services in question are specifically targeted to low income groups.
- **Feasibility of Collection and Recovery:** Although it may be determined that a high level of cost recovery may be appropriate for specific services, it may be impractical or too costly to establish a system to identify and charge the user. Accordingly, the feasibility of assessing and collecting charges should be considered in developing fees, especially if significant program costs are intended to be financed from that source.⁷

Frequency of Analysis

In addition to setting out cost recovery guidelines, a user fee policy should address other factors impacting user fees. The City may want to consider implementing a process by which all fees are reviewed during the course of four years. This would allow for one quarter, or 25%, of fees to be analyzed on an annual basis.

Inflation indices are commonly used to increase fees annually between comprehensive fee studies. The most commonly used inflation indices are the Consumer Price Indices calculated by the United States Bureau of Labor Relations (BLS). The BLS calculates an assortment of price indices. Each index calculates the price change of a single item or market basket of commodities either nationally or for a specific region.

PFM suggests using the CPI-U (Consumer Price Index - All Urban Consumers), 12 Month Percent Change, not seasonally adjusted for the BLS regions South Urban, to inflate fees. This metric is

⁷ Budget and User Fee Policy, San Luis Obispo, CA.



suggested as one of the more conservative estimates of inflation. Regularly adjusting permitting fees by two or three percent per year⁸ may also mitigate large increases in the year the cost of service analysis is completed.

User Fee Policy Recommendations

While there is no single methodology for evaluating and setting fees, the above elements are most commonly addressed. Although broad principles are discussed in this document, addendums can be added to illustrate how the principles apply to specific fee areas. PFM recommends that the City immediately begin discussions to establish a user fee policy which addresses the best practices outlined above while meeting local concerns and priorities. Information in this section and the San Luis Obispo policy can serve as examples of elements that City may wish to include in its fee policy.

⁸ Over the last ten years, the average annual increase in the BLS South Urban CPI-U (Consumer Price Index - All Urban Consumers) for the area is a 12 Month Percent Change, not seasonally adjusted, of 2.4%.
< <http://www.bls.gov/cpi/>>