

**RESOLUTION NUMBER 15-007**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KETCHUM, IDAHO ESTABLISHING A FEE SCHEDULE FOR BUILDING PERMITS AND ESTABLISHING POLICIES FOR COLLECTING FEES, PURSUANT TO ORDINANCE NUMBER 1126.

WHEREAS, the City incurs administrative costs in processing building permit applications, enforcing building and zoning codes, and conducting required inspections; and

WHEREAS, Ordinance Number 1126 and the international family of building codes and local amendments to said codes authorizes the City Council to set fees

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the City Council of Ketchum, Idaho that the City Council hereby rescinds the fee schedule and policies as established by Resolution 08-004 in its entirety and establishes the fee schedule for building as given in Table 1-A below, establishes fees for plan check, and establishes policies for collecting fees.

**CITY OF KETCHUM, IDAHO BUILDING PERMIT FEES**

**TABLE I-A BUILDING PERMIT FEES**

TOTAL VALUATION <sup>1</sup>	FEE
\$1.00 to \$500.00	\$24.50
\$501.00 to \$2,000.00	\$24.50 for the first \$500.00 plus \$3.25 for each additional \$100.00, or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$72.50 for the first \$2,000.00 plus \$14.50 for each additional \$1,000.00, or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$409.50 for the first \$25,000.00 plus \$10.50 for each additional \$1,000.00, or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$672.75 for the first \$50,000.00 plus \$7.50 for each additional \$1,000.00, or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1038.50 for the first \$100,000.00 plus \$5.75 for each additional \$1,000.00, or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,379.25 for the first \$500,000.00 plus \$5.00 for each additional \$1,000.00, or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,861.00 for the first \$1,000,000.00 plus \$3.75 for each additional \$1,000.00, or fraction thereof
<b>Other Inspections and Fees:</b>	
1. Inspections outside of normal business hours . . . . . (minimum charge--two hours)	\$60 per hour <sup>2</sup>
2. Reinspection fees assessed under provisions of Section 109.7 . . . . .	\$60 per hour <sup>2</sup>
3. Inspections for which no fee is specifically indicated . . . . . (minimum charge--one-half hour)	\$60 per hour <sup>2</sup>
4. Additional and partial inspections above the minimum required by the building codes may be charged. . . . . (minimum charge--one hour)	\$60 per hour <sup>2</sup>
5. Additional plan review required by changes, additions or revisions to plans . . . . . (minimum charge--one-half hour)	\$60 per hour <sup>2</sup>
6. Additional costs incurred by the City for security agreements and other similar processes . . . . . (minimum charge)	\$100 <sup>2</sup>
7. For use of outside consultants for plan checking and inspections, or both . . . . .	Actual costs <sup>3</sup>
8. Penalty for commencement of work without a building permit . . . . . (in addition to stop work order and violation fees allowed for in Ketchum Municipal Code, Section 15.04.030)	\$1,000
9. Deferred submittals, per each submittal . . . . .	.25% of Plan review fee

<sup>1</sup>Building permit valuation shall include the total value of the work for which a permit is being issued, including materials and labor. The building official may require documentation of the building permit valuation as necessary to ensure correct valuation of the project.

<sup>2</sup>Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages and fringe benefits of the employees involved.

<sup>3</sup>Actual costs include administrative and overhead costs.

Plan Check Fee: 65% of Permit Fee

P&Z Plan Check Fee: 70% of Plan Check Fee

Fire Dept Plan Check Fee: Same as P&Z Plan Check Fee

## FEE POLICIES

**Plan Review Fees.** When submittal documents are required by the International Building Code, Section 105 and the International Residential Code, Section 105, a plan review fee shall be paid at the time of submitting the documents for plan review. Said plan review fee shall be sixty-five (65) percent of the building permit fee as shown in Table 1-A.

The plan review fees specified are separate fees from the permit fees specified in the International Building Code, Section 109.2 and the International Residential Code, Section 108.2 and are in addition to the permit fees.

**Fees for re-roofs.** A full building permit fee and a ten (10) percent plan check fee shall be required for all re-roofing. No Fire Department plan check fee and no Planning Department plan check fee shall be required for re-roofing. However when a re-roof of other than a one- or two-family dwelling includes new structural elements that change the roof, including but not limited to the addition of cold roof sleepers, a full permit shall be required and all plan check fees shall be assessed.

**Fees for repairs.** Repairs of all elements for which a building permit is not specifically excluded shall require a permit. Fees for repair work shall be the full building permit fee based on the cost of the repair work and a ten (10) percent plan check fee. No Fire Department plan check fee and no Planning Department plan check fee shall be required for repairs.

**Planning Department Review, Inspection and Fees.** Planning Department approval shall be obtained prior to obtaining a building permit. Planning Department fee for plan check for building construction shall be seventy (70) percent of the Building Department plan review fee and shall be assessed and collected by the Building Department at the time of application for a permit.

**Fire Department Review.** Fire Department approval shall be obtained prior to obtaining a building permit. A plan check fee for the Fire Department review shall be in accordance with the Fire Department fee schedule as enacted by separate resolutions and ordinances but shall be assessed and collected by the Building Department at the time of application for a permit.

**Incomplete construction documents.** When submittal documents are incomplete or changed so as to require additional plan review or when the project involves deferred submittal items as defined in the International Building Code, Section 107 and the International Residential Code, Section 106, an additional plan review fee shall be charged at the rate shown in Table 1-A.

**Payment of Fees.** On application for a permit applicant shall pay a non-refundable deposit of twenty (20) percent of all permit and plan check fees due. The remaining fees, including impact fees, shall be due in full prior to a permit being issued for any part of the project.

**Penalty for Commencement of Work without a Building Permit.** This penalty shall be assessed in addition to stop work order and violation fees allowed for in Ketchum Municipal Code, Section 15.04.030.

Commencement of Work is defined as, "Any excavation including the removal of top soil or any removal of trees or brush preparatory to excavation shall be defined as the commencement of work authorized by a permit."

**Security Agreements.** A security agreement, in the amount of one hundred fifty (150) percent of the value of the work in question, may be required prior to final building inspection in the event that said work cannot be completed due to temporary circumstances, such as cold temperatures and/or frozen ground. Granting of a security agreement is at the discretion of the City Council.

**Fee Refunds.** The Building Official may authorize refunding of any fee paid hereunder which was erroneously paid or collected.

The Building Official is authorized to establish a refund policy but shall not authorize the refunding of more than eighty (80) percent of the permit fees or the various plan review fees. The applicant for a building permit must request a refund in writing on or before the one year anniversary of the date the application for a permit was completed.

This Resolution will be in full force and effect upon its adoption this twentieth (20<sup>th</sup>) day of January, 2015.

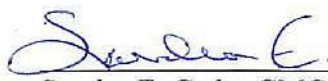
CITY OF KETCHUM

  
\_\_\_\_\_  
Nina Jonas, Mayor

ATTEST:

APPROVED AS TO FORM  
AND CONTENT:

  
\_\_\_\_\_  
Stephanie Bonney, Legal Counsel

  
\_\_\_\_\_  
Sandra E. Cady, CMC  
City Treasurer/Clerk

