

RESOLUTION NO. 11186

A RESOLUTION TO ADOPT AN AMENDED USER FEE SCHEDULE FOR COMMUNITY DEVELOPMENT ENGINEERING AND BUILDING SERVICES

WHEREAS, City of Folsom Municipal Code Section 3.50.020 states “The city manager is hereby directed to recommend to the council the adjustment of fees and charges to recover the percentage of costs reasonably borne in providing the regulation, products or services enumerated in this chapter and on the schedule of rate review as hereinafter established in this chapter”; and

WHEREAS, the City Council on May 28, 2024, held a public hearing on the proposed fee updates for the Community Development Department and considered public comment; and

WHEREAS Resolution No. 11110 adopted by City Council on October 10, 2023, set the most recent User Fee schedule for the City including the Community Development Department; and

WHEREAS, the City had a consultant that performed a reasonableness test on the proposed fees and this test confirmed that fees do not exceed the actual staff costs associated with this work and are consistent with State law; and

WHEREAS notice has been given at the time and in the manner required by State Law and City Code; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom hereby Amends Resolution No. 11110 and adopts the amended user fee schedule for Community Development Engineering and Building services, as shown in Exhibit “A”.

PASSED AND ADOPTED this 28th day of May 2024, by the following roll-call vote:

AYES: Councilmember(s): Rohrbough, Aquino, Chalamcherla, Rodriguez, Kozlowski
NOES: Councilmember(s): None
ABSENT: Councilmember(s): None
ABSTAIN: Councilmember(s): None



Michael D. Kozlowski, MAYOR

ATTEST:



Christa Freemantle, CITY CLERK

Exhibit A

Updated Community Development Department Fee Schedule for Building and Engineering
Services

City of Folsom

ENGINEERING AND ENCROACHMENT PERMIT FEES

#	Description	Fee	Fee Structure	Note
1	Assessment District/CFD Payment Processing	\$4,800	Fixed Fee	
2	Encroachment Permit			
	a) Encroachment Contract for Parking/Staging			
	i. 0-6 calendar days	\$50	Fixed Fee	
	ii. 7-14 calendar days	\$100	Fixed Fee	
	iii. 14+days	\$200	Fixed Fee	
	b) Utility Work/Connections (Individual Permits)			
	i. Wet Utilities/Service Connections	\$600	Fixed Fee	
	ii. Dry Utilities (per site/location)	\$200	Fixed Fee	
	iii. Misc. per LF of Trench in ROW/City Easement	\$5.00	Fixed Fee	
	iv. Inspections and Testing	\$400	Fixed Fee	
	c) Driveways/Minor Frontage Improvements			
	i. Residential (per driveway)	\$400	Fixed Fee	
	ii. Commercial (per driveway)	\$400	Fixed Fee	
	d) Pools and Spas (in ground)	\$400	Fixed Fee	
	e) Traffic Control/Equipment Staging			
	i. Isolated Site	\$200	Fixed Fee	
	ii. Multiple Closures/Staging	\$1,000	Fixed Fee	
	f) Permit Extensions			
	i. Active Work Zone	\$50	Fixed Fee	
	ii. Inactive Work Zone (4+ months inactivity)	\$200	Fixed Fee	
	g) Annual Permits			
	i. Wet Utilities	\$6,000	Fixed Fee	
	ii. Dry Utilities	\$20,800	Fixed Fee	
	iii. General Maintenance/Misc. (Not Wet or Dry Utilities)	T&M	Fixed Fee	[a]
	iv. Vegetation Management (Utilities)	\$20,800	Fixed Fee	
	v. Long Term/Revocable Encroachments (paid annually)	\$200	Fixed Fee	
	h) Long Term/Revocable Encroachments (new permits only)	\$2,400	Fixed Fee	[b]

City of Folsom

ENGINEERING AND ENCROACHMENT PERMIT FEES

#	Description	Fee	Fee Structure	Note
3	Engineering and Landscape Plan Check and Inspection			
	a) Project Value Up to \$10,000	8.00%	Fixed Fee	
	b) Project Value \$10,001 - \$100,000			
	i. Base Fee for First \$10,000	\$800	Fixed Fee	
	ii. Fee for Each Add'l \$1 Up to \$100,000	8.00%	Fixed Fee	
	c) \$100,001 - \$199,999			
	i. Base Fee for First \$100,000	\$8,000	Fixed Fee	
	ii. Fee for Each Add'l \$1 Up to \$200,000	6.40%	Fixed Fee	
	d) \$200,001 - \$299,999			
	i. Base Fee for First \$200,000	\$14,400	Fixed Fee	
	ii. Fee for Each Add'l \$1 Up to \$300,000	4.80%	Fixed Fee	
	e) \$300,000 or more			
	i. Base Fee for First \$300,000	\$19,200	Fixed Fee	
	ii. Fee for Each Add'l \$1	3.60%	Fixed Fee	
	f) Landscape Plan Review			
	i. Non-Development	\$200	Fixed Fee	
	ii. Custom Home	\$1,100	Fixed Fee	
	iii. Production Home/Subdivision	\$2,300	Fixed Fee	
	iv. Model Home Complex	\$1,400	Fixed Fee	
	v. Commercial, Streetscape, Other Development Projects	\$1,600	Fixed Fee	
	vi. Development and Civil Improvements - Landscaping Review	\$2,100	Fixed Fee	
4	Final Map and Parcel Map			
	a) Parcel Map Check	\$8,050	Fixed Fee	
	b) Final Map Check			
	i. Base Fee/Final Map Amendment	\$11,500	Fixed Fee	
	ii. Plus, Per Lot Fee	\$144	Fixed Fee	
	c) Certificate of Correction/Certificate of Compliance	\$2,000	T & M with Initial Deposit	
5	Right of Ways (ROW) and Easements			
	a) Review of ROW/Easement Documents	\$3,450	Fixed Fee	
	b) ROW/Easement Abandonment	\$5,750	Fixed Fee	
6	Subdivision Agreement Processing	\$5,750	Fixed Fee	
7	Transportation Permit			
	a) Permit	\$16	Fixed Fee	
	b) Annual Permit	\$90	Fixed Fee	

City of Folsom

ENGINEERING AND ENCROACHMENT PERMIT FEES

#	Description	Fee	Fee Structure	Note
8	Tree Removal/Work Permit			
	a) Permitted Removal/Work			
	i. Existing Occupied Structure			
	a. 0-2 Trees	\$100	Fixed Fee	
	b. 3+ Trees: See New Construction Rate Below	\$1,200	Fixed Fee	
	c. "In Decline" Tree	\$100	Fixed Fee	
	ii. New Construction (e.g. Custom Home, Subdivision, Parcel)			
	a. 0-4 Trees	\$1,200	Fixed Fee	
	b. 5+ Trees	\$1,400 + 10% per tree	Fixed Fee	
	iii. Misc.	\$200	Per Hour	
	b) w/o Permit (Does not include mitigation) Double the Permit Rate	2x permit amount	Fixed Fee	
Other Fees for Service				
9	Research of Engineering Records	\$200	Per Hour	
10	Miscellaneous Engineering Services	\$200	Per Hour	
11	Excess Plan Review Fee (4th and subsequent)	\$200	Per Hour	
12	Revisions	\$200	Per Hour	
13	After Hours Inspection (per hour) (2-hour minimum)	\$240	Per Hour	
14	Re-inspection Fee (2nd Time or More) (each)	\$100	Each	
15	Missed Inspection Fee	\$100	Each	
16	Expedited Services Fee	1.5x Regular Fee	Fixed Fee	
17	Residential Landscape Review	Hourly Rate of Arborist	Per Hour	
18	Technical Assistance/Third Party Review or Inspection	Actual Cost	T & M	

[a] Use time and materials with initial deposit to be determined by City Engineer, based on anticipated scope of work.

[b] Encroachment agreement required in addition to insurance (e.g., parklets).

City of Folsom

BUILDING FEES

A. Fees for Commonly Requested Building Permit Types. Fees shown in this section (Section A.) include all applicable inspection, and plan review fees. Additional permit processing fees apply. Additional fees may apply for services provided by other City Departments (e.g. Planning Review), and Fees Collected on Behalf of Other Agencies (e.g. State of California).

Fee Description	Fee	Charge Basis	Note	CPI
1 HVAC Change-Out - Residential	\$230	per permit		Y
2 Water Heater Change-Out - Residential	\$184	per permit		Y
3 Residential Re-Roof	\$368	per permit		Y
4 Siding Replacement	\$322	per permit		Y
5 Service Panel Upgrade - Residential	\$276	per permit		Y
6 Battery Backup Storage	\$368	per permit		Y
7 Electric Vehicle Charger	\$368	per permit		Y
8 Generator	\$368	per permit		Y
9 Residential Solar Photovoltaic System - Solar Permit				
a) Plan Review				
i) Base Fee for 15kW or Less	\$200	per permit	[a],[b]	N
ii) Fee for Each Additional kW above 15kW	\$15	per permit	[a],[b]	N
b) Permit	\$250	per permit	[a],[b]	N
10 Commercial Solar Photovoltaic System - Solar Permit				
a) Plan Review				
i) Base Fee 50kW or Less	\$444	per permit	[a],[b]	N
ii) Fee for Each Add'l kW above 50kW up to 250kW	\$7	per permit	[a],[b]	N
ii) Fee for Each Add'l kW above 250kW	\$5	per permit	[a],[b]	N
b) Permit	\$556	per permit	[a],[b]	N
11 Pool Solar	\$184	per permit		Y
12 Swimming Pool Replaster / Equipment Change-Out	\$460	per permit		Y
13 Swimming Pool Remodel (e.g., Changing Pool Shape, Adding Cabo Shelf, etc.)	\$920	per permit		Y
14 Retaining Wall				
a) One Type of Retaining Wall Type/Configuration	\$552	per permit		Y
b) Each Additional Wall Type/Configuration	\$276	per permit		Y
15 Window / Sliding Glass Door - Retrofit / Repair				
a) Up to 5	\$184	per permit		Y
b) Per Window Over 5 Windows	\$37	per permit		Y
16 Fences Requiring a Building Permit	\$368	per permit		Y
17 Electrical and Irrigation Pedestals per pedestal	\$276	per permit		Y
18 Detached and Attached ADUs	\$4,600	per permit		Y
19 Junior ADUs	\$2,208	per permit		Y

[a] Total fees shall not exceed amounts outlined in California Government Code 66015(a)(1).

[b] The City will not collect additional permit processing fees. Amounts shown are total amount due for permit processing, plan review, and permit.

City of Folsom

BUILDING FEES

Determination of Valuation for Fee-Setting Purposes

• Project valuations shall be based on the total value of all construction work, including all finish work, roofing, electrical, plumbing, heating, air conditioning, elevators, fire-extinguishing systems and any other permanent equipment. If, in the opinion of the Building Official, the valuation is underestimated on the application, the permit shall be denied, unless the applicant can show detailed estimates to meet the approval of the Building Official. Final building permit valuation shall be set by the Building Official. For determining project valuations for new construction, the Building Official may use data published by the International Code Council (ICC) (building valuation data table, typically updated in February and August of each year). The final building permit valuation shall be set at an amount that allows the City to recover its costs of applicant plan check, permit and inspection activities.

Note: For construction projects with permit fees calculated using Section B, additional fees apply for permit issuance. Additional fees may apply for services provided by other City Departments (e.g. Planning Review), and Fees Collected on Behalf of Other Agencies (e.g. State of California). Additional fees apply for plan review, when applicable.

B. Permit Fee for New Buildings, Additions, Tenant Improvements, Residential Remodels, and Combined Mechanical, Electrical, and/or Plumbing Permits

Total Valuation		Permit Fee			CPI
\$1 to \$2,000	\$138.00				
\$2,001 to \$25,000	\$138.00 for the first \$2,000	plus \$10.00	for each add'l \$1,000 or fraction thereof, to and including \$25,000		N
\$25,001 to \$50,000	\$368.00 for the first \$25,000	plus \$11.04	for each add'l \$1,000 or fraction thereof, to and including \$50,000		N
\$50,001 to \$100,000	\$644.00 for the first \$50,000	plus \$9.20	for each add'l \$1,000 or fraction thereof, to and including \$100,000		N
\$100,001 to \$500,000	\$1,104.00 for the first \$100,000	plus \$7.36	for each add'l \$1,000 or fraction thereof, to and including \$500,000		N
\$500,001 to \$1,000,000	\$4,048.00 for the first \$500,000	plus \$6.62	for each add'l \$1,000 or fraction thereof, to and including \$1,000,000		N
\$1,000,001 to \$5,000,000	\$7,360.00 for the first \$1,000,000	plus \$5.52	for each add'l \$1,000 or fraction thereof, to and including \$5,000,000		N
\$5,000,001 and up	\$29,440.00 for the first \$5,000,000	plus \$4.11	for each additional \$1,000 or fraction thereof over \$5,000,000		N

City of Folsom

BUILDING FEES

D. Building Plan Review Fees

Activity Description	Fee	Charge Basis	Note	CPI
1 Building Plan Check Fees - Building				
a) Plan Review Fee, if applicable	80%		[a]	N
b) Expedited Plan Check - At Application Submittal (when applicable)	1.5x standard plan check fee			N
c) Tract Home / Master Plan Construction (Production Units)	20% of standard plan check fee		[b]	N
d) Production Permit for Multi-family permit	\$1,472			Y
e) Production Permit for Fire permits and other misc. permits	\$460			Y
f) Alternate Materials and Methods Review (per hour)	\$184			Y
g) Excess Plan Review Fee (4th and subsequent) (per hour)	\$184			Y
h) Revisions to an Approved Permit (per hour)	\$184			Y
i) Deferred Submittal (per hour)	\$184			Y

When applicable, plan check fees shall be paid at the time of application for a building permit.
The plan checking fee is in addition to the building permit fee

[a] Includes up to three plan checks. The City will bill hourly for additional plan review required.

[b] For identical buildings built by the same builder on the same lot or in the same tract and for which building permits are issued at the same time.

City of Folsom

BUILDING FEES

E. Other Fees

Activity Description	Fee	Note	CPI
1 Permit Processing Fee	\$77		Y
2 Strong Motion Instrumentation (SMI) Fee Calculation		[a]	
a) Residential	\$0.50 or valuation x .00013	[a]	N
b) Commercial	\$0.50 or valuation x .00028	[a]	N
3 Building Standards (SB 1473) Fee Calculation (Valuation)		[a]	
a) \$1 - \$25,000	\$1	[a]	N
b) \$25,001 - \$50,000	\$2	[a]	N
c) \$50,001 - \$75,000	\$3	[a]	N
d) \$75,001 - \$100,000	\$4	[a]	N
e) Each Add'l \$25,000 or fraction thereof	Add \$1	[a]	N
4 Business License Fee	\$25		N
5 CASP Training Fund Fee	\$3.60		N
6 State Disability Access Fee	\$0.40		N
7 General Plan/Zoning Code Update Fee (percent of building permit fee)	5%	[b]	N
8 Temporary Certificate of Occupancy (Phasing Plan) Fee	\$920		Y
9 Permit Extension	\$0		Y
10 Permit Reactivation Fee			
a) Reactivation Fee if All Inspections Have Been Performed and Approved Up to But Not Including Final Inspection	\$184		Y
b) Reactivation Fee - All Other Scenarios			
i) Permit Expired Up to One Year	50% of Original Base Building Permit Fee		N
ii) Permit Expired More than One Year	100% of Original Base Building Permit Fee		N
11 Permit Reissuance Fee	\$184		Y
12 Damaged Building Survey (Fire, Flood, Vehicle Damage, Etc.) (per hour)	\$184		Y
Other Fees			
13 Phased Inspection Fee (per inspection)	\$184		Y
14 After Hours Inspection (per hour) (4-hour minimum)	\$221		Y
15 Re-inspection Fee (2nd Time or More) (each)	\$184	[c]	Y
16 Missed Inspection Fee	\$184		Y
17 Duplicate Copy of Permit	\$77		Y

City of Folsom

BUILDING FEES

E. Other Fees

Activity Description	Fee	Note	CPI
18 Duplicate Copy of Certificate of Occupancy	\$77		Y
19 Fees for Services Not Listed in this Fee Schedule (per 1/2 hour)	\$92		Y
Violation Fees			
20 Investigation Fee For Work Done Without Permits (In addition to applicable permit fees)	equal to permit fee		N

[a] Amounts established by State of California. In the case of discrepancy between this schedule and amounts established by the State, State amounts shall supersede these amounts.

[b] Fee applies to new construction, additions, tenant improvements, and residential remodels requiring building permits.

[c] Reinspection fee applies after the first re-inspection.

City of Folsom

BUILDING FEES

Building Valuation Data Table									
Group (2021 International Building Code)	IA	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A-1 Assembly, theaters, with stage	335.89	324.58	316.94	304.93	286.87	278.00	295.62	266.02	257.55
A-1 Assembly, theaters, without stage	307.39	296.08	288.44	276.42	258.37	249.50	267.12	237.51	229.05
A-2 Assembly, nightclubs	269.94	261.93	254.48	245.85	230.56	223.99	237.02	209.57	202.79
A-2 Assembly, restaurants, bars, banquet halls	268.94	260.93	252.48	244.85	228.56	222.99	236.02	207.57	201.79
A-3 Assembly, churches	311.88	300.57	292.93	280.91	263.30	254.43	271.60	242.45	233.98
A-3 Assembly, general, community halls, libraries,	266.07	254.76	246.12	235.10	216.33	208.46	225.80	195.47	188.01
A-4 Assembly, arenas	306.39	295.08	286.44	275.42	256.37	248.50	266.12	235.51	228.05
B Business	260.69	251.13	241.86	231.65	210.99	202.73	222.56	186.21	177.81
E Educational	273.46	263.96	255.62	245.04	228.69	217.00	236.61	200.36	193.94
F-1 Factory and industrial, moderate hazard	160.20	152.78	143.34	138.64	123.55	117.41	132.48	102.44	95.93
F-2 Factory and industrial, low hazard	159.20	151.78	143.34	137.64	123.55	116.41	131.48	102.44	94.93
H-1 High Hazard, explosives	149.46	142.04	133.60	127.90	114.12	106.97	121.74	93.00	0.00
H234 High Hazard	149.46	142.04	133.60	127.90	114.12	106.97	121.74	93.00	85.50
H-5 HPM	260.69	251.13	241.86	231.65	210.99	202.73	222.56	186.21	177.81
I-1 Institutional, supervised environment	262.22	252.95	244.31	235.67	215.42	209.47	235.71	193.82	187.73
I-2 Institutional, hospitals	434.15	424.59	415.32	405.12	383.35	0.00	396.02	358.57	0.00
I-2 Institutional, nursing homes	302.01	292.45	283.18	272.97	253.83	0.00	263.88	229.05	0.00
I-3 Institutional, restrained	295.86	286.31	277.03	266.83	247.95	238.69	257.74	223.17	212.77
I-4 Institutional, day care facilities	262.22	252.95	244.31	235.67	215.42	209.47	235.71	193.82	187.73
M Mercantile	201.37	193.36	184.91	177.28	161.72	156.15	168.45	140.73	134.95
R-1 Residential, hotels	264.67	255.41	246.77	238.13	218.35	212.40	238.17	196.75	190.67
R-2 Residential, multiple family	221.32	212.06	203.42	194.78	175.96	170.01	194.82	154.36	148.28
R-3 Residential, one- and two-family	209.61	203.74	198.94	195.12	188.41	181.45	191.77	175.86	165.67
R-4 Residential, care/assisted living facilities	262.22	252.95	244.31	235.67	215.42	209.47	235.71	193.82	187.73
S-1 Storage, moderate hazard	148.46	141.04	131.60	126.90	112.12	105.97	120.74	91.00	84.50
S-2 Storage, low hazard	147.46	140.04	131.60	125.90	112.12	104.97	119.74	91.00	83.50
U Utility, miscellaneous	114.09	107.37	99.89	95.60	85.13	79.54	90.99	67.39	64.19