



# BOISE COUNTY

## RESOLUTION NO. 2023-09

### **A BOISE COUNTY RESOLUTION REPEALING RESOLUTION 2016-45, ESTABLISHING A REVISED PLANNING AND ZONING DEPARTMENT FEE SCHEDULE AND PROVIDING FOR AN EFFECTIVE DATE**

**WHEREAS**, Idaho Code §31-870(1) authorizes the Board of County Commissioners to impose and collect fees for those services provided by the County which would otherwise be funded by ad valorem tax revenues; and

**WHEREAS**, such fees imposed by the County must be reasonably related and not exceed the actual cost of the services being rendered; and

**WHEREAS**, it is necessary to periodically adjust the fees charged to help defray the public costs of such services which are attached as "Exhibits A through F", and incorporated by reference herein; and

**WHEREAS**, the proposed fees are not intended to affect approved projects which have been completed and require no further developmental work to be undertaken by Boise County Planning and Zoning Department prior to the effective date of this resolution. However, building projects and developments in process requiring further work to be undertaken by Boise County Planning and Zoning Department, may be assessed additional fees on a case-by-case basis; and

**WHEREAS**, Boise County recognizes unanticipated requirements requiring additional direct professional fees may develop which would require a negotiated fee; and

**WHEREAS**, Boise County desires to waive a portion of the fees for governmental and quasi-governmental agencies, existing within Boise County, who are providing services considered to be of public benefit making application for land use services which incur costs to Boise County; and

**WHEREAS**, Boise County desires to identify all Planning and Zoning fees in one document for the convenience of the public; and

**WHEREAS**, pursuant to Idaho Code §63-1311A the Board of County Commissioners conducted a public hearing on the revised fee schedule on March 28, 2023, at 1:45 p.m. for the purpose of hearing public comments regarding any proposed fee increase; and

**NOW THEREFORE BE IT RESOLVED** by the Board of Commissioners of Boise County, that the following schedule of fees for the processing of all applications, renewals and requests (involving Planning and Zoning matters) which incur costs to Boise County is hereby adopted with "Exhibits A through F" being incorporated by reference herein; and

**FURTHER BE IT RESOLVED**, that in addition to the fees set forth in "Exhibits A through F", each applicant may be required to prepay a deposit for anticipated professional fees, estimated by the Administrator, to accommodate necessary review by legal, engineering or other professional expertise. If the professional fees deposit does not cover all of the outside professional fees incurred by the County, or if no deposit is required but the county incurs fees, the applicant shall be responsible to reimburse the County for the additional professional fees incurred. All action and review, of any affected proposal, shall be ceased until such supplemental outside professional services payment has been made.

**FURTHER BE IT RESOLVED**, that any request for waiver of these fees shall be requested, in writing, to the Board of County Commissioners and considered at a noticed meeting of the Board.


**FURTHER BE IT RESOLVED**, that this Resolution shall be effective on the 1<sup>st</sup> day of April, 2023.

**APPROVED AND ADOPTED** this 28<sup>th</sup> day of MARCH 2023 by motion of the Board in open session.

**BOISE COUNTY BOARD OF COMMISSIONERS**

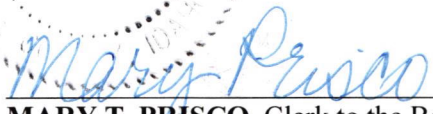
  
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**STEVEN M. TWILEGAR**, Chairman

  
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**LINDY E. LINDSTROM**, Commissioner

  
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**CLAY S. TUCKER**, Commissioner



ATTEST:

  
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**MARY T. PRISCO**, Clerk to the Board

# EXHIBIT "A"

## FEE SCHEDULE

<b>FEE TYPE:</b>	<b>Fee:</b>
<b>ADDRESS NUMBERS</b>	
Each Number with a Plaque	\$5.00
Numbers Only (each)	\$3.50
Address Only Permit	\$50 + GPS, WUI and Numbers
<b>AMENDMENTS</b>	
Unified Land Use Ordinance	\$2,000.00**
Comprehensive Plan	\$3,000.00 **
Recorded Plat Amendment: fee to be determined by the Administrator on a case by case basis, dependent upon the scope of work required.	
<b>APPEAL OF A DECISION</b>	\$850.00
<b>MOTION TO RECONSIDER</b>	\$200.00
<b>APPLICATION FEES:</b>	
<b>BUILDING PERMIT</b>	<b>Exhibits E and F</b>
Address Only Permit (requires WUI and GPS)	\$50.00
Agricultural Building Declaration (exemption required, requires WUI)	\$50.00
<b>CONDITIONAL USE PERMIT and AMENDMENT FEES</b>	\$1000.00**
Civic Use, Non-Profit Use or Taxing District	\$500.00**
<b>CONDITIONAL USE PERMIT AMENDMENT FEES</b>	<b>Same as New Permit**</b>
<b>ENGINEERING SERVICES</b>	As Billed by Engineer According to Exhibit C
<b>FLOODPLAIN DEVELOPMENT</b>	<b>\$100.00</b>
AND Engineering Cost (may be additional actual cost if necessary)	Accordance With Exhibit C
<b>GPS DATA COLLECTION</b>	\$50.00
<b>WILDLAND URBAN INTERFACE (WUI) INSPECTION</b>	\$50.00
<b>NON-COMPLIANCE FEE:</b> An amount equal to double the amount the County Permit would be at time of application for each Application for a previously constructed building or permit issued <b>after</b> work has commenced.	
<b>SIGN PERMIT</b>	\$150.00**
<b>STREET/ROAD NAME CHANGE APPLICATION</b>	
If no public hearing is required:	\$150.00**
If public hearing is required:	\$800.00**

# EXHIBIT "A"

## FEE SCHEDULE

### SUBDIVISION EXCEPTIONS

Property Line Adjustment	\$650.00**
Acquisition of Public Right-of-Way	\$1000.00**
Agricultural Split	\$1200.00**
Lot Line Vacation	\$650.00**
Mortgage or Deed of Trust Split	\$1200.00**
One-Time Split	\$1,200.00 **
Probate Estate or Court Order	\$1200.00**

### SUBDIVISIONS

Subdivision Fees:	Set forth on Exhibit B
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PLANNED COMMUNITY As negotiated

PLANNED UNIT DEVELOPMENT As negotiated

VARIANCE APPLICATIONS \$1,000.00\*\*

TIME EXTENSION APPLICATION \$150.00\*\*

### OTHER FEES:

Copies of Office Documents (first 100 pages free)	\$0.10, color \$0.25
Copies of Personal papers (first 100 pages free)	\$0.10, color \$0.25
Copies of Recorded Documents	\$1.00 per page
Printout of Reports (first 100 pages free)	\$0.10 per pager
ULO Ordinance Book	\$15.00
Research Fees: first two (2) hours-no charge; hourly rate thereafter as deemed appropriate by individual departments.	

BP Plan mailer-in addition to building permit fee (if required for large plans) \$10.00

\*\* Legal Fees: a minimum of \$200 shall be applied to each application; any additional legal fees charged to county will be applied in accordance with Exhibit D.

\*\* Engineering Fees: charged as necessary

Engineering Costs

As Billed by Engineer  
According to Exhibit C

## EXHIBIT "B"

### SUBDIVISION FEES

SUBDIVISION-MINOR PLAT	
	Fee
Estimated Total Engineering Fee to be collected with Application; additional fees may be collected or overages returned to Applicant; Bills are calculated in accordance with Exhibit C	\$6,500.00
Boise County Processing Fees	\$3,000.00
Emergency Management Fee	\$200 per lot
Legal Fee	County Legal to be Billed to Applicant Prior to Recording
Estimated Total Minor Subdivision Fee	\$9,700.00
	<b>Additional Fees may be required</b>
SUBDIVISION-PRELIMINARY PLAT	
	Fee
Estimated Total Engineering Fee to be collected with Application; additional fees may be collected or overages returned to Applicant; Bills are calculated in accordance with Exhibit C	\$7,000.00
Boise County Processing Fees	\$4,500.00
Legal Fee	County Legal to be Billed to Applicant Prior to Recording
Estimated Total Full/Large Scale Preliminary Plat Fee	\$11,500.00
	<b>Additional Fees may be required</b>
SUBDIVISION-FINAL PLAT	
	Fee
Estimated Total Engineering Fee to be collected with Application; additional fees may be collected or overages returned to Applicant; Bills are calculated in accordance with Exhibit C	\$5,000.00
Boise County Processing Fee	\$3,500.00
Emergency Management Fee	\$200 per lot
Legal Fee	County Legal to be Billed to Applicant Prior to Recording
Estimated Total Fees Full/Large Scale Final Plat	\$8,500.00
	<b>Additional Fees may be required</b>





EXHIBIT C

**FORSGREN ASSOCIATES, INC.  
TITLE CODE RATE SCHEDULE  
2023**

<b>TITLE CODE</b>	<b>TITLE</b>	<b>HOURLY RATE</b>
ENGINEER 8	Principal Engineer	270
ENGINEER 7	Managing Engineer	245
ENGINEER 6	Sr. Project Manager	225
ENGINEER 5	Project Manager	200
ENGINEER 4	Senior Engineer	185
ENGINEER 3	Project Engineer	165
ENGINEER 2	Staff Engineer	145
ENGINEER 1	Engineer-In-Training	130
SCIENTIST 3	Project Manager	175
CADD 6	Managing Designer	160
CADD 5	Senior Designer	145
CADD 4	Designer	130
CADD 3	Senior Drafter	125
CADD 2	Drafter	100
CADD 1	Drafting Technician	80
SURV 6	Sr. Survey Manager	155
SURV 5	Survey Manager	145
SURV 3	Survey Designer/Party Chief	115
SURV 2	LSIT/Sr. Survey Technician	90
SURV 1	Survey Technician	75
CLE 3	Sr. Project Asst	90
CLE 2	Project Asst	80
CLE 1	Receptionist	65

Rates are fully-loaded with direct labor, overhead and profit

Expert Witness Testimony, Preparation and all court time will be charged at a rate of \$500.00 per hour.

Reimbursables are charged at cost plus 15%

Subconsultants are charged at cost plus 15%

Mileage will be charged at Federal Government Rates

Rates are subject to change

## **EXHIBIT D**

### **LEGAL FEES and GOVERNMENT and QUASI GOVERNMENT FEES**

#### **LEGAL FEES**

Outside Legal Counsel	As Charged to County, capped at \$2,000 or as otherwise negotiated when Administrator determines fees will likely exceed this cap.
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#### **GOVERNMENT and QUASI GOVERNMENTS FEES**

Any outside legal or outside engineering or outside inspection fees are excluded in all cases, and shall be paid by Applicants as Billed to the County.

The calculated county fees for the following applications and permits shall be reduced by forty (40) percent for governments and quasi governments:

1. Counditional Use Applications
2. Building Permit Fees (excluding inspeciton and plan review)
3. Sign Applications
4. Property Line Adjustments
5. Lot Line Vacations
6. Wildland Urban Interface Inspections
7. GPS Data Collection

## **EXHIBIT E**

### **Building Permit Fees**

The Building Valuation Data (BVD) has been provided by the International Building Code Council. The Square Foot Construction Costs that Boise County is using has been prepared from the most recent version of the International Building Code Valuation Data published by the International Code Council. This is the national average for most buildings.

The BVD Table presented in "**EXHIBIT F**" provides the information needed to calculate the Building Permit Fee and the Plan Review Fee. Exhibit F, and the requisite Permit Fee Multiplier (as defined by the BVD Publication) shall be automatically updated on October 1st of each calendar year to the most recent publication of a new Building Valuation Data Table by the International Code Council without further action by this Board; the Administrator shall affix a new BVD Table to this Resolution in conformance with this paragraph. Provided, however, if the new BVD Publication or calculation of the new Permit Fee Multiplier result in an increase in excess of 5% of the building permit fee, either 1) the Board shall approve such increase in conformance with applicable law, or 2) the increase shall be capped at 5% without action by the Board.

The BVD Table enables one to estimate the value of the building being constructed for permitting purposes only and is not intended to be used in any other way than for aid in formulation of the Building Permit Fee and Plan Review Fee.

The Local Permit Fee Multiplier for Boise County is determined based on historical records, department budget, and percent of budget funded from Building Permit Fees. The formula is set forth on the Building Valuation Data table in Exhibit F.

**The Permit Fee:** A Building Permit fee is determined by multiplying the Gross Area (square footage) X the Square Foot Construction Costs (from the BVD Table) X the Permit Fee Multiplier, as such is determined by the Planning & Zoning office as defined in the BVD publication.

**Building Permit Reinstatement Fee:** Applicable only to permits where construction commenced then stopped for long enough for the permit to expire; not applicable when construction never started. A reinstatement fee of \$50 shall be charged for administrative time to reinstate the permit, plus a reinstatement inspection at the rates set forth below shall be required to ensure safety of proceeding with construction, plus any additional inspections that are required out of duplication or change in regulations, charged at the rates set forth below.

**The Plan Review Fee:** For single-family residential structures and accessory structures to single-family structures, the Plan Review Fee shall be 35% of the Permit Fee. The Plan Review Fee for all other uses shall be 50% of the Permit Fee. The Plan Review Fee is non-refundable once plans have been reviewed.

**The Inspection Fee** is based on six (6) inspections for most residential construction and shall be \$150 per inspection. Inspections for commercial projects and construction shall be charged at a higher rate as determined by the Planning and Zoning Administrator based on the square footage of the building being inspected or stage of the project, with a minimum of \$150 per inspection.

If re-inspection is required, an additional fee will be assessed at the established rate. Some structures may require less or more inspections as determined by county staff.



**THE PERMIT FEE, PLAN REVIEW FEE AND INSPECTION FEE WILL BE CHARGED AT THE TIME OF APPLICATION FOR THE BUILDING PERMIT.**

**Minimum Fees:** The minimum fee for a building permit shall be \$100.00. The minimum fee for Plan Review shall be \$50.00.

**Manufactured Home Building Permit Fee:** The fee charged for Manufactured Homes shall be \$300 per section. Manufactured Homes typically require 2 or 3 inspections depending on foundation type.

**Manufactured Home Real Property Declaration:** Charged only for required inspection.

**Refunds:** The Administrator may issue refunds in accordance with the Boise County Unified Land Use Ordinance #2016-01, as amended by Resolution #2018-57, provided that actual costs expended by the Planning and Zoning Department are not refunded, and 25% of the original Building Permit Fee shall be retained to cover administrative costs.

**Revisions:** Revisions to plans may be submitted to the Planning and Zoning office for review and approval under an existing building permit, provided that 1) a 25% administrative fee of the original Building Permit Fee amount is paid, 2) any additional overage in the Building Permit Fee amount for additional square footage is paid in addition to the administrative fee, 3) any reduction in square footage that reduces the Building Permit Fee beyond the 25% administrative fee amount shall be refunded in the amount that is beyond the 25%, and 4) the additional plan review shall be paid for in accordance with this Exhibit.

## Building Valuation Data – AUGUST 2023

The International Code Council is pleased to provide the following Building Valuation Data (BVD) for its members. The BVD will be updated at six-month intervals, with the next update in February 2024. ICC strongly recommends that all jurisdictions and other interested parties actively evaluate and assess the impact of this BVD table before utilizing it in their current code enforcement related activities.

The BVD table provides the “average” construction costs per square foot, which can be used in determining permit fees for a jurisdiction. Permit fee schedules are addressed in Section 109.2 of the 2021 *International Building Code* (IBC) whereas Section 109.3 addresses building permit valuations. The permit fees can be established by using the BVD table and a Permit Fee Multiplier, which is based on the total construction value within the jurisdiction for the past year. The Square Foot Construction Cost table presents factors that reflect relative value of one construction classification/occupancy group to another so that more expensive construction is assessed greater permit fees than less expensive construction.

ICC has developed this data to aid jurisdictions in determining permit fees. It is important to note that while this BVD table does determine an estimated value of a building (i.e., Gross Area x Square Foot Construction Cost), this data is only intended to assist jurisdictions in determining their permit fees. This data table is not intended to be used as an estimating guide because the data only reflects average costs and is not representative of specific construction.

This degree of precision is sufficient for the intended purpose, which is to help establish permit fees so as to fund code compliance activities. This BVD table provides jurisdictions with a simplified way to determine the estimated value of a building that does not rely on the permit applicant to determine the cost of construction. Therefore, the bidding process for a particular job and other associated factors do not affect the value of a building for determining the permit fee. Whether a specific project is bid at a cost above or below the computed value of construction does not affect the permit fee because the cost of related code enforcement activities is not directly affected by the bid process and results.

### Building Valuation

The following building valuation data represents average valuations for most buildings. In conjunction with IBC Section 109.3, this data is offered as an aid for the building official to determine if the permit valuation is underestimated. Again it should be noted that, when using this data, these are “average” costs based on typical construction methods for each occupancy group and type of construction. The average costs

include foundation work, structural and nonstructural building components, electrical, plumbing, mechanical and interior finish material. The data is a national average and does not take into account any regional cost differences. As such, the use of Regional Cost Modifiers is subject to the authority having jurisdiction.

### Permit Fee Multiplier

Determine the Permit Fee Multiplier:

1. Based on historical records, determine the total annual construction value which has occurred within the jurisdiction for the past year.
2. Determine the percentage (%) of the building department budget expected to be provided by building permit revenue.
- 3.

$$\text{Permit Fee Multiplier} = \frac{\text{Bldg. Dept. Budget} \times (\%)}{\text{Total Annual Construction Value}}$$

### Example

The building department operates on a \$300,000 budget, and it expects to cover 75 percent of that from building permit fees. The total annual construction value which occurred within the jurisdiction in the previous year is \$30,000,000.

$$\text{Permit Fee Multiplier} = \frac{\$300,000 \times 75\%}{\$30,000,000} = 0.0075$$

### Permit Fee

The permit fee is determined using the building gross area, the Square Foot Construction Cost and the Permit Fee Multiplier.

$$\text{Permit Fee} = \text{Gross Area} \times \text{Square Foot Construction Cost} \times \text{Permit Fee Multiplier}$$

### Example

Type of Construction: IIB

Area: 1st story = 8,000 sq. ft.

2nd story = 8,000 sq. ft.

Height: 2 stories

Permit Fee Multiplier = 0.0075

Use Group: B

1. Gross area:  
Business = 2 stories x 8,000 sq. ft. = 16,000 sq. ft.
2. Square Foot Construction Cost:  
B/IIB = \$231.65/sq. ft.
3. Permit Fee:  
Business = 16,000 sq. ft. x \$231.65/sq. ft x 0.0075  
= \$27,798

## Important Points

- The BVD is not intended to apply to alterations or repairs to existing buildings. Because the scope of alterations or repairs to an existing building varies so greatly, the Square Foot Construction Costs table does not reflect accurate values for that purpose. However, the Square Foot Construction Costs table can be used to determine the cost of an addition that is basically a stand-alone building which happens to be attached to an existing building. In the case of such additions, the only alterations to the existing building would involve the attachment of the addition to the existing building and the openings between the addition and the existing building.
- For purposes of establishing the Permit Fee Multiplier, the estimated total annual construction value for a given time period (1 year) is the sum of each building's value (Gross Area x Square Foot Construction Cost) for that time period (e.g., 1 year).
- The Square Foot Construction Cost does not include the price of the land on which the building is built. The Square Foot Construction Cost takes into account everything from foundation work to the roof structure and coverings but does not include the price of the land. The cost of the land does not affect the cost of related code enforcement activities and is not included in the Square Foot Construction Cost.

**Square Foot Construction Costs** <sup>a, b, c</sup>

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, museums	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	N.P.
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	N.P.	396.02	358.57	N.P.
I-2 Institutional, nursing homes	302.01	292.45	283.18	272.97	253.83	N.P.	263.88	229.05	N.P.
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 <sup>d</sup>	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

- Private Garages use Utility, miscellaneous
- For shell only buildings deduct 20 percent
- N.P. = not permitted
- Unfinished basements (Group R-3) = \$31.50 per sq. ft.