

TO: James L. App, City Manager  
FROM: Doug Monn, Building Official  
SUBJECT: Standardization of Contract Plan Review Fees  
DATE: February 21, 2006

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NEEDS: For the City Council to consider establishing standard hourly rates for plan review services for Building Division Contract Plans Examiners.

- FACTS:
1. The City of Paso Robles has adopted a Cost of Services schedule as a nexus for all Building Division services based on an hourly rate.
  2. The City of Paso Robles currently employs several contract plans examiners for review of residential, industrial and commercial buildings.
  3. Each Contract Plans Examiner currently charges a differing hourly fee.
  4. Adopting standard plan review rates for consultant plans examiners would be in line with the City's goal for standardizing cost of services.
  5. Adopting standard plan review rates would eliminate the need to negotiate plan review fees with each consultant.
  6. Adopting a standard for plan review fees would eliminate concerns by development community of paying differing fees to different plans examiners.
  7. Hourly fees proposed by Building Division are consistent with industry standards for hourly plan review services.

ANALYSIS &  
CONCLUSION:

The objective is to standardize hourly plan review fees charged by outside plans examiners to more closely mirror the City adoption of Cost of Services Fees.

With a standardization of plan review fees, all contract plans examiners will charge the same hourly amount providing a level field for services among all contract plans examiners.

A standardization of plan review fees will assure the development community of continuity of fees regardless of which contract examiner provides plan review services.

FISCAL  
IMPACT:

All fees assessed by contract plans examiners will be charged directly to the owner/developer and will not have an impact on City revenues.

OPTIONS:

- a. Adopt Resolution No. 06-xx approving schedule of plan review fees for contract plans examiners identified in Exhibit A.
- b. Amend, modify, or reject the above option.

Attachments:

- 1) Resolution No. 06-
- 2) Exhibit "A"

RESOLUTION NO. 06-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PASO ROBLES  
ESTABLISHING AND ADOPTING STANDARD PLAN REVIEW FEES  
FOR CONTRACT PLANS EXAMINERS

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WHEREAS, the City of Paso Robles has determined standardization of contract plans examiner fees be consistent with the City goal of standardizing cost of services; and

WHEREAS, the City of Paso Robles has determined it be in the best interest of the development community to establish standard plan review fees for contract plans examiners; and

WHEREAS, proposed fees are consistent with industry fee standards.

THEREFORE, BE IT RESOLVED AS FOLLOWS:

SECTION 1. The fees established and identified in attached Exhibit "A" are hereby approved and shall become effective February 21, 2006.

PASSED AND ADOPTED by the City Council of the City of Paso Robles this 21<sup>st</sup> day of February, 2006 by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

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Frank R. Mecham, Mayor

ATTEST:

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Cathy M. David, Deputy City Clerk

EXHIBIT "A"

STANDARDIZATION OF FEES FOR  
CONTRACT PLANS EXAMINERS

LEVEL I:

1. New residential and Residential Additions. = \$90.00 / HR
2. Commercial/Industrial Tenant Improvements  
up to 3,000 sq. ft.
3. Structural review only.

LEVEL II:

1. New Multi-Family, Commercial or Industrial up  
to 10,000 sq. ft. = \$120.00 / HR
2. Tenant Improvement above 3,000 sq. ft.  
up to 10,000 sq. ft.

LEVEL III:

1. New Multi-Family, new Commercial, Industrial,  
and Tenant Improvement above 10,000 sq. ft. = \$130.00 / HR

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