

**CITY OF CALDWELL IDAHO**  
**Building Permit Fees & Policies**  
**RESOLUTION NO. 320-24**

**WHEREAS** the City of Caldwell, Idaho exercises their municipal powers in the review and approval of building permits, plumbing permits, electrical permits and mechanical permits; and

**WHEREAS** the Mayor and City Council of the City of Caldwell, Idaho, by City ordinance and administrative directive, have assigned the duties of issuing and reviewing building, plumbing, electrical and mechanical permits to the City Building Official; and

**WHEREAS** the City Building Official and supporting staff, in fulfilling the requirements of City ordinances and administrative directives, incurs direct and indirect costs associated with review and issuance of said permits;

**NOW THEREFORE BE IT RESOLVED** that the charges and fees for review and issuance of said permits by the Building Official and supporting staff shall be as follows:

I. Building Permit Fees

A. Building Permit Fees shall be assessed based on the valuation of the work for which the Permit is required with a base fee associated with the value range of the work and a per-dollar increment for each dollar above the range minimum as given below:

**Building Permit Fee Schedule**

LOWER RANGE	UPPER RANGE	BASE RATE	Per-Dollar RATE
\$0	\$499	\$23.04	0
\$500	\$1,999	\$23.04	0.02624
\$2,000	\$24,999	\$64.37	0.01135
\$25,000	\$49,999	\$326.54	0.0085
\$50,000	\$99,999	\$549.65	0.00565
\$100,000	\$499,999	\$846.27	0.004546
\$500,000	\$999,999	\$2,755.45	0.004336
\$1,000,000	-	\$5,031.78	0.003650

i. Moved Buildings shall be valued for the purposes of this resolution using the higher of total construction costs less moving expenses or the valuation prescribed under Exhibit B, attached hereto and made a part hereof as if set forth in full.

## Electrical Permits

### New Residential

One and two family dwelling under 2000 sq. ft of habitable area	<b>160.00</b>
One and two family dwelling with 2000 or more sq. ft of habitable area	<b>195.00</b>

### Other Residential (Fixture Rates)

Base Permit Fee (applies to all permits in this section)	<b>34.00</b>
Main and Sub-Panels	<b>15.75</b>
Additional Circuits	<b>22.25</b>
Manufactured Home Connection or Service	<b>52.50</b>
Pools, Spas or Hot Tubs	<b>52.50</b>
Temporary Power	<b>22.25</b>
Power off for more than a year*	<b>22.25*</b>
*Power off for more than a year requires its own base fee and sub fee unless other work to be inspected is identified and additional sub fees are paid in addition to the base fee at the time of application.	

- B. Commercial Electrical Permit Fees shall be assessed based on the valuation of the work for which the Permit is required including a base fee associated with the value range of the work and a per-dollar increment for each dollar above the range minimum as given below:

### Commercial Electrical Fees

LOWER RANGE	UPPER RANGE	BASE RATE	Per Dollar RATE
\$0	\$19,999	\$24	0.026250
\$20,000	\$49,999	\$549	0.015750
\$50,000	\$99,999	\$1,022	0.007875
\$100,000	~	\$1,415	0.005250

- C. Commercial Electrical Permits shall further include the Temporary Power Fee in the amount of twenty-two dollars and twenty-five cents (\$22.25) as applicable for non-new construction.

## VII. Plumbing Permits

- A. Residential Plumbing Permit Fees shall be as follows:

**New Residential**

One and two family dwelling under 2000 sq. ft of habitable area	<b>160.00</b>
One and two family dwelling with 2000 or more sq. ft of habitable area	<b>195.00</b>

**Other Residential (Per Fixture)**

Base Permit Fee (applies to all permits in this section)	<b>34.00</b>
Fixture Count	<b>15.75</b>
Sewer Line	<b>15.75</b>
Water Line	<b>15.75</b>
Manufactured Home	<b>15.75</b>
Lawn Sprinkler	<b>15.75</b>
Water Softener	<b>15.75</b>

- B. Commercial Plumbing Permit Fees shall be assessed based on the valuation of the work for which the Permit is required including a base fee associated with the value range of the work and a per-dollar increment for each dollar above the range minimum as given below:

LOWER RANGE	UPPER RANGE	BASE FEE	Per Dollar RATE
\$0	\$19,999	\$31 -	0.026250
\$20,000	\$49,999	\$556	0.015750
\$50,000	\$99,999	\$1,029	0.007875
\$100,000	-	\$1,422	0.005250

**VIII. Mechanical Permits**

- A. Residential Mechanical Permit Fees shall be as follows:

**New Residential**

One and two family dwelling under 2000 sq. ft of habitable area	<b>160.00</b>
One and two family dwelling with 2000 or more sq. ft of habitable area	<b>195.00</b>

**Other Residential (Per Fixture)**

Base Permit Fee (applies to all permits in this section)	<b>34.00</b>
Mechanical Equipment	<b>15.75</b>
Exhaust Vents	<b>15.75</b>
Gas Piping	<b>15.75</b>

B. Commercial Mechanical Permit Fees shall be assessed based on the valuation of the work for which the Permit is required including a base fee associated with the value range of the work and a per-dollar increment for each dollar above the range minimum as given below:

LOWER RANGE	UPPER RANGE	BASE FEE	Per Dollar RATE
\$0	\$19,999	\$24	0.026250
\$20,000	\$49,999	\$549	0.015740
\$50,000	\$99,999	\$1,021	0.007875
\$100,000	-	\$1,415	0.005250

IX.

C. Demolition Permits

- i. Demolition permits cover the cost of processing including signatures of appropriate departments, evaluation of addressing, and the potential need for address retirement. The Demolition Permit fee shall be fifty dollars (\$50.00).

D. Reinspection Fees. Reinspection constitutes inspections when corrections are repeatedly unaddressed, or in other instances where more than two inspections are required to achieve approval of a segment of work. The levying of reinspection fees or waiver of the same is at the discretion of the building official. Fees for reinspection (among select other fees) are based on the adopted hourly rate in Section III of this resolution.

E. Fees for processing appeals:

- i. The fee to process an Appeal to Building Official under Caldwell City Code 12-19-13(1) regarding a decision of an inspector shall be fifty dollars (\$50.00).
- ii. The fee to process an appeal of a decision of the Building Official to an Appeals board under Caldwell City Code 12-19-13(3) shall be one hundred fifty dollars (\$150.00).



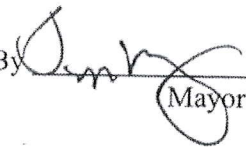
F. Other Permits as set forth in Exhibits "A" and "B" included by reference hereto as if set forth in full.

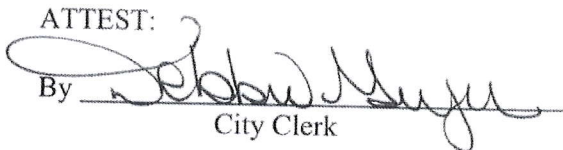
**BE IT FURTHER RESOLVED** that each fee collected will be a further and additional fee to any collected by other City departments for the same application and that the disposal of funds for said fee are to defray and reduce the costs allocated among various City general, special use and enterprise funds financially supporting the operation of the Department of Building Safety in the fiscal year in which they are collected.

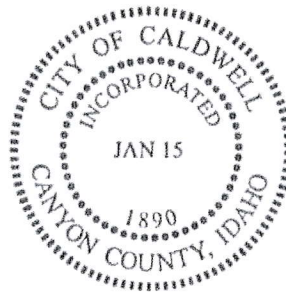
**BE IT FURTHER RESOLVED** that said fees will be in effect beginning October 1, 2024, and that all previous resolutions relating to the collection of Department of Building Safety fees for these purposes are hereby repealed.

**PASSED BY THE COUNCIL** of the City of Caldwell, this this 7th day of October, 2024.

**APPROVED BY THE MAYOR** of the City of Caldwell, this this 7th day of October, 2024.

By  \_\_\_\_\_  
Mayor

ATTEST:  
By  \_\_\_\_\_  
City Clerk



## MEMORANDUM

**To:** Mayor Wagoner and Members of Council  
**From:** Robb MacDonald, PE, Public Works Director  
Ashley Newbry, PE, Deputy Public Works Director  
Bruce Mills, PE, Deputy Public Works Director  
Hallie Hart, PE, City Engineer  
**Re:** Sewer, Water, Street Light, Mapping, Building, Sanitation, and Engineering Fees  
**Date:** October 7, 2024

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The proposed Fiscal Year 2025 budget includes cost increases in the Sewer, Water, Streetlight, and Sanitation funds as well as the Engineering, Mapping, and Building Departments. These fees are effective retroactively starting October 1<sup>st</sup>, 2024. Irrigation fees will be adjusted soon with a January effective date, consistent with Idaho Code. A brief explanation of each fee change follows:

1. **Sewer Use and Connection Fees** - The proposed resolution modifies the present fee structure and includes an effective 4.9% increase in user fees and connection fees. The monthly cost to the average residential user (the average water use per household in Caldwell is assumed to be 800 cubic feet/month) will increase from \$49.86 to \$52.33 per month. Septic receiving fees are not proposed for an increase this year. In fiscal year 2025, it is anticipated that an objective rate study analysis will be conducted by a third-party consultant to recommend fee rates for the 2026 fiscal year.
2. **Water Use and Connection Fees** - This resolution makes and formalizes Public Works Policies related to Water Fees. While fee elements of the resolution become effective October 1<sup>st</sup>, any policy modifications are effective immediately upon passage. The monthly cost to the average residential user (the average water use per household in Caldwell is assumed to be 800 cubic feet/month) will increase from \$19.53 to \$26.20 per month. Connection fees for new water users are increased significantly based on the findings of the recently completed Water Facilities Plan, which demonstrates the existing connection fees to be much lower than appropriate for Caldwell's system (under Idaho Supreme Court Case Law – NIBCA vs. Hayden) where connection fees are intended to purchase a proportionate share of the system. The needed increase is substantial, and staff proposes that it be pursued over the course of several years. To begin that process, an increase of 50% was adopted in FY2024 and is planned to be repeated for the following 2 years, FY2025 and 2026. Note some variety in the percent increases proposed as a result of nearest dollar adjustments.
3. **Street Lighting Charges** - The proposed resolution maintains the present fee structure and enacts a 3.2% fee increase of for FY 2025. The monthly billing for the typical residence will increase from \$3.31 to \$3.41.
4. **Building Safety Fees** – Building Safety has not had any fee increases for about 10 years. Because of this deferred action, many fee increases have been recommended to support the needs of a growing community and be closer in line with the fees of the neighboring cities.
5. **Sanitation Fees** – Pursuant to the contract adopted by City Council on April 16<sup>th</sup>, 2024, the collection fees have been established and are set to match the change in the Consumer Price Index (the CPI) for All Urban Consumers (Garbage/Trash Collection Services) U.S. City Average, as published by the United States Department of Labor, Bureau of Statistics. CPI adjustments shall be applied every April for the duration of the Contract.

6. **Engineering Fees** – The Right-of-way Permit policy has been changed to charge for the closure of alleys, parking stalls, and block closures for events. There is also a new violation fee added for offenders with 3 offenses. In addition, a new fee has been added for plan reviews that are on their 5<sup>th</sup> or more reviews. A pass-thru fee has been added for intersection design safety review when specialized analysis is required. Inspection fees for streetlights and final walk through has been added along with charging for additional final walk throughs in excess of 3 inspections.  
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Those fees that are new or exceed 5% of the fee previously collected are subject to the notice and hearing procedures outlined in Idaho Code, Section 63-1311A. Hearings will be held on the date of consideration by the Council and have been noticed in accordance with Idaho Code.

**The attached resolutions would modify the fee schedules as proposed with an October 1, 2024 effective date.**

- II. Plan Review Fees
  - A. Commercial building plan review fees shall be computed as an additive sixty-five percent (65%) of the building permit fee;
  - B. Commercial fire plan review fees shall be computed as an additive twenty percent (20%) of the building permit fee;
  - C. Planning and Zoning Plan Review Fees shall be computed as an additive 20% of the building permit fee;
  - D. Residential building plan review fees shall be computed as forty percent (40%) of the building permit fee.
- III. Hourly Rate
  - A. The hourly inspection/additional or miscellaneous rate shall be fifty dollars per hour (\$50.00). This rate is charged for labor items for which no fee exists or for fee elements that reference the hourly rate.
- IV. Sign Permit
  - A. Sign Building Permit fees shall be fifty percent (50%) of the valuation based permit fee given Section I. A. under the heading "*FY 2024 Fee Schedule*"
  - B. Sign Building Permit Review Fee shall be an additive sixty-five percent (65%) of the Sign Building Permit fee.
    - i. The Minimum combined Sign Building Permit and Review fee shall be sixty dollars (\$60.00).
  - C. Planning & Zoning Sign Permit Review Fee shall be an additive 20% of the Sign Building Permit fee.
- V. Building Permit Fee Schedule Chart
  - A. The Building Permit Fee Schedule Chart and Building Valuation Table are attached hereto as Exhibits "A" and "B" respectively and are made a part hereof as if set forth in full setting forth fees enacted herein and rules for valuation concerning various buildings and types of buildings.
- VI. Electrical Permits
  - A. Residential Electrical Permits shall be as prescribed in the following tables: