

CITY OF FORT BRAGG

FEE SCHEDULE

(Proposed Update of
December 09, 2024)

Building Permit Fees		
Public Works- Engineering Review		
B17	New construction (120 sf - 1000 sf)	\$159
B18	New construction (>1000 sf)	\$255
B19	New Construction- Requiring Water/Sewer Review	\$95
B20	Fire Sprinklers, Grease Trap, backflow	\$127
B21	Commercial Remodels-Change of Use (Increased capacity)	\$95
B22	Frontage, driveway, parking, circulation, flatwork	\$159

Schedule of PLANNING AND DEVELOPMENT FEES		
CATEGORY		
Community Development Department (CDD-Planning Review)		
B23	Over the Counter Permit	\$55
B24	Interior Remodel	\$81
B25	Residential Site Plan Review	\$80
B26	Commercial Site Development/Land Use Review	\$160
Non-Departmental		
B27	Demolition	\$118
B28	Amendment to Plan set or Conditions (voluntary or corrections)	\$86
B29	Complex Project requiring costs incurred (min initial deposit)*	*\$2,000
B30	General Plan Maintenance Fee	0.53% of Valuation
B31	Waste Management Checklist processing Fee	\$55
	Note: Waste recycling deposits are refunded based on a pro-rated percentage of the recycling target met.	

The City of Fort Bragg contracts with the County of Mendocino and outside consultants to perform all building permit plan checks and inspection services. The Fees for Mendocino County Planning and Building services can be found on their website here: <https://www.mendocinocounty.gov/government/executive-office/county-budget>. The fee schedule for 4Leaf Inc. is made part of this City fee schedule as a separate Table of Charges.

This handout contains typical fees collected for Building Permits at either the time of submittal and/or permit issuance. Actual fees will be determined by our staff, both at the time of application submittal and before permit issuance. In addition, there may be other types of fees for your project required by the Public Works/Engineering Department and/or Planning Division.



FEE SCHEDULE

FY2024-2025 FEE SCHEDULE & BASIS OF CHARGES

FOR THE CITY OF FORT BRAGG

All Rates are Subject to Basis of Charges

PLAN REVIEW COST STRUCTURE	NOTES
Hourly Plan Review: \$145 Non-Structural Review \$155 Structural Review	Fee includes: <ul style="list-style-type: none"> ➤ Initial review and two (2) rechecks. Hourly charges apply after three (3) or more rechecks. ➤ Shipping, courier, and electronic service.

Building

Chief Building Official	\$165/hour
Structural Plan Review Engineer	\$155/hour
Non-Structural Plans Examiner	\$145/hour
Certified Access Specialist (CASp) Inspector	\$165/hour
Certified Access Specialist (CASp) Plans Examiner	\$165/hour
Senior Combination Building Inspector (Building Inspector III)	\$125/hour
Commercial Building Inspector (Building Inspector II)	\$115/hour
Residential Building Inspector (Building Inspector I).....	\$105/hour
Permit Manager.....	\$105/hour
Senior Permit Technician.....	\$90/hour
Permit Technician.....	\$80/hour
Clerk/Administrator.....	\$75/hour
Supervising Inspector of Record.....	\$160/hour
Inspector of Record	\$145/hour
DSA Class 1 / OSHPD A Inspector	\$170/hour
DSA Class 2 / OSHPD B Inspector	\$150/hour
DSA Class 3 / OSHPD C Inspector.....	\$105/hour
Housing Inspector	\$95/hour
Hearing Officer.....	\$150/hour
Hourly overtime charge per inspector	1.5 x hourly rate
Mileage (for inspections performed within the City).....	IRS Rate + 20%

Code Enforcement

Code Enforcement Director	\$185/hour
Code Enforcement Manager.....	\$160/hour
Senior Code Enforcement Officer	\$115/hour



Code Enforcement Officer II	\$95/hour
Code Enforcement Officer I	\$85/hour
Code Enforcement Technician	\$80/hour
Code Enforcement Coordinator	\$75/hour

Fire

Fire Protection Engineer (FPE).....	\$185/hour
Fire Prevention Officer	\$145/hour
Fire Plans Examiner	\$140/hour
Fire Inspector II.....	\$130/hour
Fire Inspector I.....	\$110/hour

Planning

Housing Policy Director	\$220/hour
Planning Director.....	\$200/hour
Principal/Planning Manager	\$170/hour
Senior Planner	\$155/hour
Associate Planner	\$145/hour
Assistant Planner	\$115/hour
Planning Technician.....	\$90/hour

Project Management

Project Manager	\$200/hour
Principal-in-Charge	\$270/hour
Director of Community Development	\$220/hour

Engineering, Public Works Inspection, & Construction Management (Prevailing Wage)

Civil Plan Review (Grading, Improvement Plans)	\$170/hour
Traffic Engineer.....	\$230/hour
Construction Manager.....	\$160/hour
Certified Access Specialist (CASp) Inspector (Regular time)	\$165/hour
Certified Access Specialist (CASp) Inspector (Nighttime)	\$186/hour
Certified Access Specialist (CASp) Inspector (Overtime).....	\$223/hour
Certified Access Specialist (CASp) Plans Examiner.....	\$165/hour
Public Works Inspector (Regular Time)	\$153/hour
Public Works Inspector (Nighttime).....	\$172/hour
Public Works Inspector (Overtime)	\$207/hour
Public Works Inspector Apprentice.....	\$99/hour
Public Works Plans Examiner.....	\$145/hour

BASIS OF CHARGES

Rates are inclusive of “tools of the trade” such as forms, telephones, and consumables.

- All invoicing will be submitted monthly.



- Staff Augmentation work (excluding plan review) is subject to 4-hour minimum charges unless stated otherwise. Services billed in 4-hour increments.
- Most plan reviews will be done in 10 business days or less and 5 business days or less for re-checks. This is not inclusive of holidays or the day of the pick-up of plans.
- Expedited reviews will be billed at 1.5x the plan review fee listed in the fee schedule. Return time will be within seven (7) days of receipt of the plans from the City.
- Plan review of deferred submittals & revisions will be billed at the hourly rates listed.
- All plan review services will be subject to a \$300.00 minimum fee if percentage-based fee or 2-hour minimum charge if hourly rates apply.
- Larger complex plan reviews can be negotiated to achieve the best possible pricing.
- All plan review services will be subject to 2-hour minimum fee.
- All plan review services are billed on a percentage basis and includes the initial review and 2 rechecks.
 - Plan reviews will be billed on an hourly basis only after the initial review and 2 rechecks unless otherwise agreed upon on a case-by-case basis.
 - Fire and Civil Reviews are billed on an hourly basis and are not included in our plan review percentage.
- These above rates reflect the FY2024-2025 contract period. 4LEAF assumes a 3% escalation for FY2025-2026, FY2026-2027, upon market conditions.
- Overtime and Premium time will be charged as follows:

- Regular time (work begun after 5AM or before 4PM)	1 x hourly rate
- Nighttime (work begun after 4PM or before 5AM)	1.125 x hourly rate
- Overtime (over 8-hour M-F or Saturdays)	1.5 x hourly rate
- Overtime (over 8 hours Sat or 1 st 8-hour Sun)	2 x hourly rate
- Overtime (over 8 hours Sun or Holidays)	3 x hourly rate
- Overtime will only be billed with prior authorization of the Director or other designated City personnel.
- All work with less than 8 hours rest between shifts will be charged the appropriate overtime rate.
- Mileage driven during the course of Inspections will be charged at cost plus 20%.
- Payment due on receipt. All payments over 30 days will be assessed a 1.5% interest charge.
- Client shall pay attorneys' fees, or other costs incurred in collecting delinquent amounts.
- Client agrees that 4LEAF's liability will be limited to the value of services provided.
- In accordance with California's Meal Break and Rest Break Law requirements, Client will be billed one (1) additional hour per day at the regular rate for each missed meal or rest break due to Client-directed tasks or requirements. Client should allow 4LEAF's non-exempt, hourly employees the opportunity to take their entitled rest and meal breaks during each work shift.

BASIS OF CHARGES – PREVAILING WAGE

- Rates shown assume the projects will require compliance with California Prevailing Wage rate requirements and assumes the Client will be filing a PWC-100 Form to the California Department of Industrial Relations (DIR) for the projects.
- Rates for prevailing wage categories are subject to annual escalations in accordance with the bi-annual wage determinations from the California DIR.



- Per the new requirements being enforced under SB 854 and because it is assumed that a PWC-100 Form will be filed by the Client to the CA DIR for each project, 4LEAF is required to notify an authorized Apprenticeship Committee through submittal of a DAS-140 form. We are then required to make an official request to an authorized Apprenticeship Committee for an apprentice by submitting a DAS-142 form. We are not assured the apprenticeship committee will be able to provide a suitable / qualified apprentice for the project. Per the apprenticeship requirements, the hours worked by the apprentice must be in a ratio of 1:5 for apprentice to journeyman hours. 4LEAF will not know the labor classification of the Public Works Apprentice until an Apprentice is dispatched to the site; therefore, the rates for the five Periods listed under the California DIR's Wage determination for Building Construction Inspector were used to determine the range of hourly rates for Public Works Inspector Apprentice.
- Pre-approved Overtime and Premium hours for labor categories subject to Prevailing Wage requirements will be charged per the following:
 - *Nighttime (work begun after 4PM or before 5AM)* *1.125 x hourly rate*
 - *Overtime (over 8 hour M-F or Saturdays)* *1.5 x hourly rate*
 - *Overtime (over 8 hours Sat or 1st 8 hour Sun)* *2 x hourly rate*
 - *Overtime (over 8 hours Sun or Holidays)* *3 x hourly rate*
- All invoicing will be submitted monthly.
- All work with less than 8 hours rest between shifts will be charged the appropriate overtime rate.
- Project-related mileage for inspections will be billed at the allowable IRS Rate.
- Payment due on receipt. All payments over 30 days will be assessed a 1.5% interest charge.
- Client shall pay attorneys' fees, or other costs incurred in collecting delinquent amounts.
- Client agrees that 4LEAF's liability will be limited to the value of services provided.
- In accordance with California's Meal Break and Rest Break Law requirements, Client will be billed one (1) additional hour per day at the regular rate for each missed meal or rest break due to Client-directed tasks or requirements. Client should allow 4LEAF's non-exempt, hourly employees the opportunity to take their entitled rest and meal breaks during each work shift.