

**BUILDING, PLANNING, ENGINEERING, AND FIRE PREVENTION FEES**

**CREDIT CARD PROCESSING**

#	Description	Current Fee/Charge	Unit	Notes	Authority	Full Cost	Unrecovered %	Suggested Comprehensive Fee	Fee Δ
1	Service Charge	Credit Cards not previously accepted in CD	% of transaction	The Town may opt to utilize a third party vendor to process credit cards for customer convenience		2-5%	NA	3%	NA

**1.1 BUILDING DIVISION**

**1.1.1 Building Permit Fees**

#	Description	Current Basis/Valuation	Unit	Special Condition	Authority	Full Cost	Unrecovered %	Suggested Basis/Valuation	Fee Δ
1	Building Permit Fees - Valuation	See Separate Tab			Town Code § 5-1-4	NA	NA	See Separate Table	NA
2	Building Permit Fees - Remodel	1/2 Sq ft Value				Variable	NA	1/2 Sq ft Value	-
3	Building Permit Fees - Conversions	Per Sq Ft Value - Per Sq Ft Value Existing Use				Variable	NA	Per Sq Ft Value - Per Sq Ft Value Existing Use	-
4	Building Permit Fees - Minimum Valuation	\$4,000.00		BBQ	Town Code § 5-1-4	\$ 4,176.69	0%	\$ 4,200.00	200.00
5	Building Permit Fees - Minimum Valuation	\$5,000.00		Kiva Fireplace	Town Code § 5-1-4	\$ 5,220.86	0%	\$ 5,250.00	250.00
6	Building Permit Fees - Minimum Valuation	\$1,000.00		Water Foundatin	Town Code § 5-1-4	\$ 1,044.17	4%	\$ 1,000.00	-
7	Building Permit Fees - Minimum Valuation	\$2,500.00		Water Feature	Town Code § 5-1-4	\$ 2,610.43	4%	\$ 2,500.00	-
8	Building Permit Fees - Minimum Valuation	1% of construction cost		Pools	Town Code § 5-1-4	NA	NA	1% of construction cost	-
9	Building Permit Fees - Minimum Valuation	9% of Building Permit Fee		Haul Fee	Town Code § 5-1-4	NA	NA	9% of Building Permit Fee	-

**1.1.2 PLUMBING PERMIT FEES**

#	Description	Current Fee/Charge	Unit	Notes	Authority	Full Cost	Unrecovered %	Suggested Comprehensive Permit Fee	Fee Δ
1	Permit	Unit specific fee charges	Per Hour		Town Code § 5-2-2	\$ 130.52	0%	\$ 130.00	Variable

**1.1.3 MECHANICAL PERMIT FEES**

#	Description	Current Fee	Unit	Notes	Authority	Full Cost	Unrecovered %	Suggested Comprehensive Permit Fee	Fee Δ
1	Permit	Unit specific fee charges	Per Hour		Town Code § 5-4-2	\$ 130.52	0%	\$ 130.00	Variable

**1.1.4 ELECTRICAL PERMIT FEES**

#	Description	Current Fee	Unit	Notes	Authority	Full Cost	Unrecovered %	Suggested Comprehensive Permit Fee	Fee Δ
1	Permit	Unit specific fee charges	Per Hour		Town Code § 5-3-2	\$ 130.52	0%	\$ 130.00	Variable

**1.1.6 BUILDING PLAN REVIEW**

#	Description	Current Fee	Unit	Notes	Authority	Full Cost	Unrecovered %	Suggested Fee	Fee Δ
1	In House Plan Review and Standard Out-Source Plan Review	65% of Building Permit Fee		Two Reviews	Town Code § 5-1-4	NA	0%	65% of Building Permit Fee	-
1b	Standard Out-Source Plan Review and In-house Plan Review after Second Review	\$65.00	Hour	and/or contractor cost	Town Code § 5-1-4	\$ 130.52	0%	\$ 130.00	65.00
2a	Expedited Out-Sourced Plan Review	115% of Building Permit Fee		Two Reviews	Town Code § 5-1-4	NA	0%	115% of Building Permit Fee	-
2b	Expedited Out-Sourced Plan Review after Second Review	\$130.00	Hour	and/or contractor cost	Town Code § 5-1-4	\$ 130.52	0%	\$ 130.00	-
3	Commercial Sprinkler Plan Review	\$0.08	Sq Foot		Town Code § 5-1-4	Variable	0%	\$ 0.10	0.02
5	Fire Hydrant Plan Review	\$100.00	Plan		Town Code § 5-1-4	\$ 110.26	0%	\$ 110.00	10.00

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6	Residential Sprinkler Plan Review	\$0.06	Sq Foot		Town Code § 5-1-4	Variable	0%	\$	0.06	0.00
7	Chemical Fire System Plan Review	\$75.00	Plan		Town Code § 5-1-4	\$ 86.88	0%	\$	87.00	12.00
8	Hood System Plan Review	\$75.00	Plan		Town Code § 5-1-4	\$ 86.88	0%	\$	87.00	12.00
9	Processing Fee for Deferred Submittal	\$25.00			Town Code § 5-1-4	\$ 26.10	0%	\$	26.00	1.00

1.1.7 DEMOLITION PERMIT										
#	Description	Current Fee	Unit	Notes	Authority	Full Cost	Unrecovered %	Suggested Fee	Fee Δ	
1a	Plan Check - Complete Demo	\$130.00	Each		Town Code § 5-10-24	\$ 130.52	0%	\$ 130.00	-	
1b	Plan Check - Partial Demo	\$65.00	Each		Town Code § 5-10-24	\$ 65.26	0%	\$ 65.00	-	
2a	Demolition Permit - Complete Demo	\$200.00	Each		Town Code § 5-10-24	\$ 261.04	0%	\$ 260.00	60.00	
2b	Demolition Permit - Partial demo	\$100.00	Each		Town Code § 5-10-24	\$ 130.52	0%	\$ 130.00	30.00	

1.1.8 DEMOLITION HAUL PERMIT										
#	Description	Current Fee	Unit	Notes	Authority	Full Cost	Unrecovered %	Suggested Fee	Fee Δ	
1	Demolition Haul Permit	\$75.00	Per 100 Cubic Yards	\$0 first 100 CY	Town Code § 5-1-2(B)	\$ 97.89	0%	\$ 100.00	25.00	

1.1.9 BUILDING CODE APPEAL										
#	Description	Current Fee	Unit	Notes	Authority	Full Cost	Unrecovered %	Suggested Fee	Fee Δ	
1	Appeal of Building Official's Decision on Construction Codes	\$1,320.00	Each		IBC § 1-1-2	\$ 1,385.88	0%	\$ 1,385.00	65.00	

1.1.10 REQUEST FOR CHANGE OF ADDRESS FEE										
#	Description	Current Fee	Unit	Notes	Authority	Full Cost	Unrecovered %	Suggested Fee	Fee Δ	
1	Request for Change of Address Fee	\$165.00	Each			\$ 195.78	0%	\$ 195.00	30.00	

1.1.11 OTHER INSPECTION FEES										
#	Description	Current Fee	Unit	Notes	Authority	Full Cost	Unrecovered %	Suggested Fee	Fee Δ	
1	Re-Inspection fee when construction work is not in compliance with Code for third and subsequent inspections	\$55.00	Half Hour	Per half hour or part there of		\$ 65.26	0%	\$ 65.00	10.00	
2	Special inspection fee during normal business hours	\$55.00	Half Hour	Per half hour or part there of		\$ 65.26	0%	\$ 65.00	10.00	
3	Special inspection fee during outside of normal business hours	\$110.00	Hour	Special inspections requested for holidays, Saturday, or Sundays will be subject to a 3 hour minimum		\$ 130.52	0%	\$ 130.00	20.00	

\* In addition to the fees established in paragraph 1.1.1.1, the permit holder shall reimburse the Town for any fees charged by outside consultants relevant to the project.

\*\* In addition to the fees established in paragraph 1.1.1.1, the permit holder shall be assessed a Haul Fee equal to 9.0% of the Building Permit Fee on all new construction or remodeling projects valued at \$500,000 or more. Construction in which more than 100 cubic yards of fill dirt will be brought onto or removed from the property shall be assessed an additional fee pursuant to Section 1.2.3.

For any service requested that is above and beyond or outside the scope of the listed services, the City will determine the fee needed to recover the cost of providing services based on the fully burdened rates of applicable staff and any materials cost as needed.

**2. PLANNING DIVISION - APPLICATION FEES**

**1.1.5 BANNER PERMIT**

#	Description	Fee/Charge	Unit	Notes	Authority	Full Cost	Unrecovered %	Suggested Fee	Fee Δ
2.1.1	Banner Permit	25.00	Each		Zoning \$2510	\$ 33.69	-4%	\$ 35.00	10.00

**2.1 Board of Adjustment**

#	Description	Fee	Unit	Notes	Authority	Full Cost	Unrecovered %	Suggested Fee	Fee Δ
1	Application for Variance	2,305.00				\$ 3,528.91	50%	\$ 1,765.00	(540.00)
2	Appeal of Administrative Decision	1,735.00				\$ 3,524.31	50%	\$ 1,765.00	30.00
3	Request for Continuance by the Applicant	400.00				\$ 364.02	0%	\$ 365.00	(35.00)
4	Applicant for Variance for Non-livable detached structures having less than 10% impact on setback or disturbed area	1,730.00				\$ 3,235.40	50%	\$ 1,615.00	(115.00)
5	Administrative Relief from Zoning Code	230.00				\$ 896.75	50%	\$ 450.00	220.00

**2.2 Planning Commission**

#	Description	Fee	Unit	Notes	Authority	Full Cost	Unrecovered %	Suggested Fee	Fee Δ
1.a	Application for approval of a preliminary subdivision plat	3,565.00		Plus per lot fee		\$ 3,836.05	0%	\$ 3,850.00	285.00
1.b	Application for approval of a preliminary subdivision plat	25.00	per lot			Variable	NA	\$ 25.00	-
2	Application for approval of a final subdivision	1,985.00				\$ 2,830.48	0%	\$ 2,835.00	850.00
3	Replat	2,250.00				\$ 2,634.81	0%	\$ 2,635.00	385.00
4	Application for Subdivision Sign	835.00				\$ 2,121.59	0%	\$ 2,125.00	1,290.00
5	Subdivision Premises for Sale Sign	835.00				\$ 2,121.59	0%	\$ 2,125.00	1,290.00
6	Major Amendments	7,855.00		To file for a major amendment to the General Plan, each application		\$ 12,769.37	0%	\$ 13,000.00	5,145.00
7	Minor Amendments	2,500.00		To file for a minor amendment to the General Plan, each application		\$ 7,658.95	0%	\$ 7,750.00	5,250.00
8	To vacate a street or alley	2,195.00	Each application	Plus cost of appraisal		\$ 6,332.70	50%	\$ 3,170.00	975.00
9	To amend the Zoning Ordinance	6,245.00	Each application			\$ 14,616.59	0%	\$ 14,625.00	8,380.00
10.a	Application for Rezoning	3,520.00		Plus per lot fee		\$ 11,847.91	0%	\$ 11,850.00	8,330.00
10.b	Application for Rezoning	75.00	per lot	applies to all planning/zoning matters, special use permits, subdivisions, etc.		Variable	NA	\$ 75.00	-
11	Request by applicant for a continuance	400.00				\$ 796.98	0%	\$ 800.00	400.00
12	Lot Split	2,250.00				\$ 3,571.43	0%	\$ 3,575.00	1,325.00
13	Lot Line Adjustment	890.00				\$ 2,221.87	0%	\$ 2,225.00	1,335.00
14	Exempt Lot Split Review	890.00				\$ 2,221.87	0%	\$ 2,225.00	1,335.00
15	Release of Easement	1,245.00				\$ 5,157.35	0%	\$ 5,200.00	3,955.00
16	Annexation Application Fee	New				\$ 9,270.18	0%	\$ 9,300.00	NA

**2.3 Hillside Review**

#	Description	Fee	Unit	Notes	Authority	Full Cost	Unrecovered %	Suggested Fee	Fee Δ
1	Additions to existing structures	200.00		(sec. 2204f1) requiring engineer approval only		\$ 1,488.67	0%	\$ 1,490.00	1,290.00
2.a	In addition to the permit fees established in paragraph 1.1, an application for Hillside Building Committee review of structures in a Hillside Development Area shall pay a fee and reimburse the Town for any fees charged by consultants relevant to the project.	1,470.00				\$ 6,373.66	0%	\$ 6,375.00	4,905.00
2.b	Review of plans for addition of a solar photovoltaic or solar hot water heater only application	200.00				\$ 1,784.91	0%	\$ 1,785.00	1,585.00
4	Combined Hillside Reviews	New				\$ 4,122.20	0%	\$ 4,125.00	NA

**2. PLANNING DIVISION - APPLICATION FEES**

**2.1 Special Use Permit Review**

#	Description	Fee	Unit	Notes	Authority	Full Cost	Unrecovered %	Suggested Fee	Fee Δ
1	Managerial Amendment	500.00				\$ 1,898.20	0%	\$ 1,900.00	1,400.00
2	Minor Amendment	2,500.00				\$ 5,249.91	0%	\$ 5,250.00	2,750.00
3	Intermediate Amendment for Schools, Government Buildings, and Places of Worship	4,500.00				\$ 8,294.37	50%	\$ 4,150.00	(350.00)
4.a	Intermediate Amendment for all other uses	5,500.00		plus per acre fee		\$ 8,327.94	0%	\$ 8,330.00	2,830.00
4.b	Intermediate Amendment for all other uses	110.00	per acre			Variable	NA	\$ 110.00	-
5	SUP or Major Amendment to SUP for Schools, Government Buildings, and Places of Worship	7,000.00				\$ 15,510.87	50%	\$ 7,750.00	750.00
6.a	SUP or Major Amendment to SUP for all other uses	8,000.00		plus per acre fee		\$ 19,896.14	0%	\$ 20,000.00	12,000.00
6.b	SUP or Major Amendment to SUP for all other uses	110.00	per acre			Variable	NA	\$ 110.00	-
7	For Private Road, Guardgate, Guardhouse, or Observation Booth	2,760.00				\$ 4,804.61	0%	\$ 4,800.00	2,040.00
8	Amateur Radio Antenna Permit	2,360.00				\$ 5,269.81	0%	\$ 5,275.00	2,915.00
9	Conditional Use Permit	2,360.00				\$ 5,661.16	0%	\$ 5,665.00	3,305.00
10	Temporary Use Permit	175.00				\$ 1,796.39	0%	\$ 1,800.00	1,625.00

**3.7 Planning Department - Special Event Permits**

#	Description	Fee	Unit	Notes	Authority	Full Cost	Unrecovered %	Suggested Fee	Fee Δ
1	Permits For Special Events Generally Walks, Parades, Bicycle Races, Foot Races, Designer/Showcase Home Events, Home And Garden Tours, Fireworks Displays, Film Productions	750.00		Plus \$90 Per Hour For Permits Requiring More Than 8.5 Hours of Staff Time		\$ 642.26	0%	\$ 650.00	(100.00)
2.a	Permits For Special Events Utilizing Tents: Pre-Approved Tent Location Event	25.00				\$ 200.52	0%	\$ 200.00	175.00
2.b	Permits For Special Events Utilizing Tents: Tent Events Without Pre-Approved Locations	125.00				\$ 298.63	0%	\$ 300.00	175.00

**2.2.2 If the proposed subdivision is partially or wholly within the Hillside Development Area, then the fees established above (§ 2.2.1) are doubled.**

**Note: All Special Event Permit Fees will be doubled if request for special event permit is submitted within five business days of event.**

**For any service requested that is above and beyond or outside the scope of the listed services, the City will determine the fee needed to recover the cost of providing services based on the fully burdened rates of applicable staff and any materials cost as needed.**

**1.2 ENGINEERING DIVISION****1.2.1 GRADING PERMIT FEES**

#	Description	Fee	Unit	Notes	Authority	Full Cost	Unrecovered %	Suggested Fee	Fee Δ
1	Plan Check	60.00	Per Sheet			\$ 47.22	0%	\$ 48.00	(12.00)
2a	Grading Permit up to 100 CY	80.00			Town Code § 5-1-4	\$ 141.67	0%	\$ 142.00	62.00
2b	Grading Permit: 100 - 10,000 CY	30.00	per 100 CY	Plus \$142	Town Code § 5-1-4	\$ 94.45	0%	\$ 95.00	65.00
2c	Grading Permit: Greater than 10,000 CY	New	per 1,000 CY	Plus \$992	Town Code § 5-1-4	\$ 94.45	0%	\$ 95.00	NA
3a	Late Permit Fee for first 1000 CY	1,000.00		Any grading work (removal or placement of fill dirt on peroperty) without first having obtained permit.	Town Code § 5-1-4	NA	NA	Double the Permit	-
3b	Late Permit Fee Additional 100 CY	50.00	Each		Town Code § 5-1-4	NA	NA	Double the Permit	-

**1.2.2 RIGHT-OF-WAY CONSTRUCTION PERMIT FEES**

#	Description	Fee	Unit	Notes	Authority	Full Cost	Unrecovered %	Suggested Fee	Fee Δ
1	A.C. Paving	0.45	Sq Yd		Town Code § 5-5-2	\$ 1.57	0%	\$ 1.60	1.15
2	Concrete Sidewalk/Recreation Path	0.50	Lin. Ft		Town Code § 5-5-2	\$ 0.50	0%	\$ 0.50	-
3	Dust Palliative	0.02	Sq Yd	County Regulated	Town Code § 5-5-2	NA	NA	\$ 0.02	-
4	Concrete Valley Gutter and Apron	0.50	Lin. Ft		Town Code § 5-5-2	\$ 0.50	0%	\$ 0.50	-
5	Curb and Gutter	0.20	Lin. Ft		Town Code § 5-5-2	\$ 0.94	-6%	\$ 1.00	0.80
6	Water Lines	1.60	Lin. Ft		Town Code § 5-5-2	\$ 0.38	-6%	\$ 0.40	(1.20)
7	Sewer Lines	1.60	Lin. Ft		Town Code § 5-5-2	\$ 0.38	-6%	\$ 0.40	(1.20)
8	Trenching	0.24	Lin. Ft		Town Code § 5-5-2	\$ 0.19	-6%	\$ 0.20	(0.04)
9	Underground Conduit or Pipe	0.16	Lin. Ft		Town Code § 5-5-2	\$ 0.19	-6%	\$ 0.20	0.04
10	Splice Pit	5.00	Each		Town Code § 5-5-2	\$ 94.45	-1%	\$ 95.00	90.00
11	Concrete Box Culvert (Single Barrel)	20.00	Each		Town Code § 5-5-2	\$ 141.67	0%	\$ 142.00	122.00
12	Brass Cap	10.00	Each		Town Code § 5-5-2	\$ 47.22	-6%	\$ 50.00	40.00
13	Street Sign	80.00	Each		Town Code § 5-5-2	NA	0%	\$ 80.00	-
14	Traffic Control Devices day or night	250.00	Per Location	including barricades	Town Code § 5-5-2	NA	0%	\$ 250.00	-
15	Emergency Street Work	250.00	Per Location		Town Code § 5-5-2	NA	0%	\$ 250.00	-
16	Permanent Site Restoration	500.00	Each		Town Code § 5-5-2	NA	0%	\$ 500.00	-
17	Assurance	500.00		required prior to issuance of each permit	Town Code § 5-5-2	NA	0%	\$ 500.00	-

**1.2.3 HAUL PERMIT FEES**

#	Description	Fee	Unit	Notes	Authority	Full Cost	Unrecovered %	Suggested Fee	Fee Δ
1	Excavation Haul Fee	75.00	Per 100 Cubic Yards	\$0 first 100 CY	Town Code § 5-1-4(B)	\$ 94.45	-1%	\$ 95.00	20.00

**1.2.4 ENGINEERING PLAN REVIEW**

#	Description	Fee	Unit	Notes	Authority	Full Cost	Unrecovered %	Suggested Fee	Fee Δ
1	Review 1st & 2nd	115.00	Each			\$ 94.45	-6%	\$ 100.00	(15.00)
2	Each Subsequent Review	55.00	Each			\$ 47.22	-6%	\$ 50.00	(5.00)

**1.2 ENGINEERING DIVISION****1.2.5 BLASTING OPERATIONS PERMIT**

#	Description	Fee	Unit	Notes	Authority	Full Cost	Unrecovered %	Suggested Fee	Fee Δ
1	Blasting Permit	585.00	Each		Town Code § 5-12-10	NA	0%	\$ 585.00	-

**1.2.6 DRILLING PERMIT**

#	Description	Fee	Unit	Notes	Authority	Full Cost	Unrecovered %	Suggested Fee	Fee Δ
1	Drilling Permit	115.00	Each		Town Code § 5-14-1	\$ 94.45	-6%	\$ 100.00	(15.00)

**1.2.7 DRAINAGE PERMIT**

#	Description	Fee	Unit	Notes	Authority	Full Cost	Unrecovered %	Suggested Fee	Fee Δ
1	Drainage Permit	New	Each		Town Code § 5-14-1	\$ 94.45	-6%	\$ 100.00	NA

For any service requested that is above and beyond or outside the scope of the listed services, the City will determine the fee needed to recover the cost of providing services based on the fully burdened rates of applicable staff and any materials cost as needed.

**Building Valuation Table**  
**Suggested @ \$225 per sqft (All New Construction)**

Minimum Value	Maximum Value	Base Rate	Plus \$\$	For every
1.00	800.00	24.73	0.00	0.00
801.00	3,000.00	24.73	2.14	100.00
3,001.00	38,000.00	72.86	9.82	1,000.00
38,001.00	75,000.00	411.67	7.08	1,000.00
75,001.00	150,000.00	677.35	4.91	1,000.00
150,001.00	750,000.00	1,045.62	3.93	1,000.00
1,500,001.00	9,999,999,999.00	5,901.53	2.21	1,000.00

# Town of Paradise Valley - User Fee

## Fully Burdened Hourly Rate Calculation

Department	Position	Dept Hours	Total Salary & Benefits	S&B Hourly Rate	O&M		Fully Burdened Hourly Rate
					Direct %	Indirect %	
<b>Department Rates</b>							
Building	Building	8,250	539,028	65.34	82%	10%	130.52
Planning	Planning	4,950	388,577	78.50	56%	10%	134.77
Engineering	Engineering	4,950	291,405	58.87	21%	10%	78.42
<b>Position Rates</b>							
Building	Code Compliance Officer	1,650	81,034	49.11	82%	10%	98.11
Building	Building Safety Manager/Fire Marshal	1,650	165,622	100.38	82%	10%	200.52
Building	Plans Examiner/Deputy Fire Marshal	1,650	121,431	73.59	82%	10%	147.02
Building	Building and Zoning Inspector	1,650	94,508	57.28	82%	10%	114.42
Building	Lead Planning & Building Clerk	1,650	76,433	46.32	82%	10%	92.54
Engineering	Senior Engineering Technician	1,650	116,982	70.90	21%	10%	94.45
Engineering	Engineering Services Analyst	1,650	106,367	64.46	21%	10%	85.88
Engineering	Administrative Support Specialist	1,650	68,056	41.25	21%	10%	54.95
Engineering	Town Engineer - Contractor	0	0	125.00	0%	10%	137.50
Planning	Planner	1,650	90,836	55.05	56%	10%	94.51
Planning	Community Development Director	1,650	185,112	112.19	56%	10%	192.60
Planning	Senior Planner	1,650	112,629	68.26	56%	10%	117.19
Town Mgr	Town Manager	1,650	255,835	155.05	22%	0%	188.46
Town Mgr	Town Clerk	1,650	127,416	77.22	22%	0%	93.86
Town Atty	Town Attorney	1,650	241,906	146.61	33%	0%	195.67