



MEMORANDUM OF POLICY

Community Development

FROM: Stephen Kanipe, Chief Building Official

DATE: September 14, 2012
Revised November 2, 2020

SUBJECT: Building Permit Valuation

Final building permit valuation shall be set by the Chief Building Official (CBO). The CBO is authorized to decrease or increase permit valuation when, in the CBO's opinion, the valuation is overestimated or underestimated, respectively. The applicant shall provide detailed estimates of the work in order to substantiate the permit value. This authority is granted by International Building Code section 109.3 and International Residential Code section R108.3.

For the purpose of this policy the permit valuation shall include the total value of the work for which a permit is being issued. This includes materials and labor for the structure and mechanical, electrical, plumbing and gas, fire sprinkler and elevator systems and equipment. Permanent systems such as audio visual, lighting and HVAC controls are included in the total as are expenses directly related to construction such as equipment rental and contractor fees.

Costs such as architectural and engineering design fees, landscaping and planting, tap fees, development mitigation fees, trash removal and cleaning are not included.