



INFORMATION SHEET

NO. G-13

DATE : March 3, 2017

CATEGORY : General

SUBJECT : Construction Cost Estimate for Determination of Permit Fee or Refund

PURPOSE : To establish procedure for construction cost estimate for determination of permit fee or refund

REFERENCE : San Francisco Building Code:

“Section 104A.2.6 Liability. The Building Official charged with the enforcement of this code, acting in good faith and without malice in the discharge of the duties required by this code or other pertinent law or ordinance shall not thereby be rendered personally liable for damages that may accrue to persons or property as a result of an act or by reason of an act or omission in the discharge of such duties. A suit brought against the building official or employee because of such act or omission performed by the building official or employee in the enforcement of any provision of such codes or other pertinent laws or ordinances implemented through the enforcement of this code or enforced by the code enforcement agency shall be defended by this jurisdiction until final termination of such proceedings, and any judgment resulting therefrom shall be assumed by this jurisdiction.

This code shall not be construed to relieve from or lessen the responsibility of any person owning, operating or controlling any building or structure for any damages to persons or property caused by defects, nor shall the code enforcement agency or its parent jurisdiction be held as assuming any such liability by reason of the inspections authorized by this code or any permits or certificates issued under this code.”

DISCUSSION :

1. From DBI's Cost Schedule (Building Valuation Data):

“A valuation based on this table represents the valuation at the completion of all construction work authorized by a building permit. Permit fees are based on a percentage of this valuation. These valuations are not to be used as accurate guides to the actual cost of construction; for actual construction cost estimates for any project please consult a contractor, a design professional or a cost estimator.”

2. Performing construction cost estimate for determination of permit fee:
 - (A) Applicant provides "Estimated cost of job" on Permit Application Form.
 - (B) Plan reviewer provides "Revised cost" on Permit Application Form by calculating the estimated construction cost based on the latest DBI Cost Schedule and the submitted plans.
 - (C) If applicable, the construction cost estimate may be modified during addendum review or during construction, when more information is available.

3. Appealing the construction cost estimate for determination of permit fee:
 - (A) When there is a substantial difference between applicant's "Estimated cost of job" and plan reviewer's "Revised cost", applicant can appeal to the plan reviewer, who will re-calculate in more details the estimated construction cost based on the latest DBI Cost Schedule and the submitted plans. Upon completion of the calculation, the plan reviewer may revise the "Revised cost" on Permit Application Form.
 - (B) If the plan reviewer declines revising the "Revised cost" on Permit Application Form, applicant can appeal to the Supervisor/Manager of Plan Review Services, who will perform an independent calculation of the estimated construction cost based on the latest DBI Cost Schedule and the submitted plans. Upon completion of the calculation, the Supervisor/Manager may revise the "Revised cost" on Permit Application Form.
 - (C) If the Supervisor/Manager declines revising the "Revised cost" on Permit Application Form, and the permit is approved but not issued, applicant can appeal to Technical Services Division (TSD), who will perform an independent calculation of the estimated construction cost based on the latest DBI Cost Schedule and the plans provided to TSD. TSD shall not be responsible for the accuracies of any plans provided to TSD for cost estimating purposes. Upon completion of the calculation, TSD may revise the "Revised Cost" on Permit Application Form.

4. Appealing the construction cost estimate for refund:
 - (A) Once a site permit is issued, the "Revised cost" on the site permit application cannot be changed. The only way to change the "Revised cost" on the site permit is to apply for a new site permit. The applicant cannot request for a refund until all the addenda are issued, since the details of the work on the site permit application are not known. After all the addenda are issued, the applicant can complete a "Request for refund Form" and file the refund request with a set of plans at:

Department of Building Inspection
1660 Mission Street
Refund Unit – 6th Floor
San Francisco, CA 94103
Telephone: (415) 558-6323

- (B) If the applicant is unsatisfied with the final "Revised cost" on Permit Application (not a site permit), and the full permit is issued, applicant can complete a "Request for refund Form" and file the refund request with a set of plans at:

Department of Building Inspection
1660 Mission Street
Refund Unit – 6th Floor
San Francisco, CA 94103
Telephone: (415) 558-6323

- (C) The Refund Unit may forward for review any refund requests involving construction cost valuations to Technical Services Division (TSD), who will perform an independent calculation of the estimated construction cost based on the latest DBI Cost Schedule and the plans provided to TSD. TSD shall not be responsible for the accuracies of any plans provided to TSD for cost estimating purposes. Upon completion of the calculation, TSD may approve the request for refund.

Other conditions will be evaluated on a case-by-case basis by the Supervisor or Manager.

Tom C. Hui

3/6/17

Tom C. Hui, S.E., C.B.O.
Director
Department of Building Inspection

on

Date

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