

**RESOLUTION NO. 2025-51**  
**Community Development Fee Schedule**

**WHEREAS**, Sections 31-870 and 63-1311A, Idaho Code, provide that the boards of county commissioners of each county in Idaho may collect fees for services provided; and

**WHEREAS**, the purpose of such fees is to minimize the use of property tax revenues in funding Kootenai County services whenever such fees can be collected from those who use or benefit from those services; and

**WHEREAS**, the current Community Development fee schedule was adopted via Resolution No. 2024-55, effective July 30, 2024; and

**WHEREAS**, Kootenai County Community Development and the Kootenai County Auditor's Office have recently completed a comprehensive study of the actual costs involved for each individual project and for permit reviews; and

**WHEREAS**, as a result of this study's in-depth analysis of the actual costs to the County to provide these services, and to review and inspect required permits, it has been determined that fees for most Planning Division and Building Division processes must be increased to cover those costs; and

**WHEREAS**, the Board of County Commissioners concurs with these new and modified fees;

**NOW THEREFORE, BE IT HEREBY RESOLVED** that the following fee schedule shall become effective immediately.

**BE IT FURTHER RESOLVED** that the fees adopted herein shall be administered by the Director of Kootenai County Community Development.

<b>BUILDING DIVISION FEES</b>	
Building Permits: Building permit fees shall be charged in accordance with the 1997 Uniform Building Code, Building Permit Fee formula.	Modified 1997 UBC formula (See Exhibit A)
Building Valuation Data: Building and structural valuations, for fee purposes, shall be set by the Building Official based on local information and the most current data published by the International Code Council.	Local data & ICC Table (See Exhibit B)
Specific Valuations and Building Permit Fees	See Exhibit C
Minor Permit (minimum fee for all structures not addressed otherwise)	Greater of above fees or \$235.00

<b>BUILDING DIVISION FEES (cont.)</b>		
Plan Review	Residential structures, including residential additions	30% of permit fee
	Commercial structures	65% of permit fee
	Third or subsequent review of submitted plans not previously approved	\$235.00 per hour, 1 hour minimum
Additional Plan Review required by changes or revisions to approved plans <i>Note: A full plan review fee may be required if plans are significantly modified.</i> <b>A new or revised building permit is required for plan revisions which add square footage.</b>		\$235.00 per hour, minimum one hour, or per fee schedule for added area, whichever is higher. Additional Building Permit fees may also apply.
Building Permit Application Fee <i>Note: This fee is non-refundable.</i>		\$141.00
Mechanical Permit fees		See Exhibit D
Building Re-inspection		\$176.00
Permit Reactivation		\$141.00
Temporary CO		\$336.00
Refunds of Permit Fees <i>Note: Requests for refunds must be made within 180 days of permit issuance and no plan review or on-site inspections have been performed by the County.</i>		Maximum of 80% of Building Permit fees paid; application fee is non-refundable

<b>PLANNING DIVISION FEES</b>	
<b><i>Planned Unit Developments (PUDs)</i></b>	
Amendment	\$1,135.00
Final Approval with subdivision	\$2,271.00
Final Approval without subdivision	\$2,345.00
Preliminary Approval with subdivision	\$2,982.00
Preliminary Approval without subdivision	\$4,368.00
<b><i>Land Divisions and Condominiums</i></b>	
Condominium Plat	\$2,395.00
Family Division	\$513.00
Financial Guarantee Administration (subdivision/condo)	\$454.00
Lot Consolidation	\$176.00

<b>PLANNING DIVISION FEES (cont.)</b>		
<b><i>Land Divisions and Condominiums (cont.)</i></b>		
Major Subdivision	Application for Preliminary Approval	\$4,442.00 + \$50.00 per lot
	Application for Final Approval	\$2,333.00 + \$50.00 per lot
Minor Amendment		\$1,674.00
Minor Subdivision		\$2,587.00
Plat Vacation		\$830.00
Relocation		\$513.00
Subdivision Exemption		\$513.00
Subdivision or Condo Extension Request		\$513.00
Subdivision or Condominium Inspection		\$176.00
Subdivision Sketch Plan Review and Site Visit		\$176.00
<b><i>Zoning</i></b>		
Accessory Living Unit		\$176.00
Additional Completeness and Review Fee		\$153.00
Administrative Exception		\$129.00
Building Permit Review	Commercial	\$294.00
	Residential	\$176.00
	Revised Site Plan	\$78.00
Conditional Use Permit	Commercial (value < \$1 million)	\$4,239.00
	Commercial (value ≥ \$1 million)	\$4,239.00 + \$65.00 per hour
	Non-commercial	\$1,764.00
	Renewal	\$2,649.00
Conditional Zoning Development Agreement		\$1,037.00
Conditional Zoning Development Agreement Amendment		\$513.00
Cottage Industry Permit		\$1,384.00
Financial Guarantee Administration (non-subdivision)		\$235.00
Flood Development Review		\$176.00
Sign Plan Review		\$97.00
Site Disturbance Permit Review		\$187.00
Site Disturbance Plan Review	Design Professional	\$352.00
	Homeowner	\$223.00
Special Notice Permit		\$2,154.00
Temporary Hardship Permit		\$204.00

<b>PLANNING DIVISION FEES (cont.)</b>	
<b><i>Zoning (cont.)</i></b>	
Temporary Hardship Permit Renewal	\$109.00
Variance	\$3,810.00
Variance – Administrative	\$2,352.00
Zone Change	\$4,124.00
<b><i>Text Amendments</i></b>	
Comprehensive Plan Amendment	\$3,417.00
Ordinance Text Amendment	\$3,417.00
<b><i>Public Notices</i></b>	
Adjacent Property Owners Mailing (APO)	Actual Cost
Publication of Public Notice	Actual Cost
Ordinance Publication (Zone Changes, Ordinance and Comprehensive Plan Amendments)	Actual Cost

<b>DEPARTMENT-WIDE FEES</b>	
<b><i>Reproduction</i></b>	
Audio Reproduction	\$6.00 per tape, disc, drive or other similar media
Copies	Per then-current BOCC resolution
Transcription	\$29.00 per hour + \$6.00 per page
<b><i>General Fees</i></b>	
Acceptance of Subpoenas	Per Idaho Code or Idaho Rules of Civil Procedure, as applicable
Appeal of Administrative Determination	\$882.00
Reconsideration	\$882.00
Condition Modification	\$620.00
Engineering or Specialist Review	Actual Cost + 15%
Hearing Examiner	\$525.00 per case
Hearing Examiner site inspection	\$176.00 per case
Planning Inspections, including Residential Site Disturbance, and Design/Site Disturbance Inspection of Commercial or Public Facility	\$176.00
Pre-Application Conference	\$235.00
Reschedule Hearing	\$258.00

<b>DEPARTMENT-WIDE FEES (cont.)</b>	
<b>General Fees (cont.)</b>	
Research, Free Split or Large Lot Division Review and Other Similar Services	\$79.00 per hour
Road Name Assignment/Change	\$453.00
<b>Code Enforcement Fees</b>	
Investigation of Code Violation (charged if a code violation is identified)	Greater of permit fee, or if no permit required: First Inspection: \$176.00 Re-inspections: \$141.00 each
Low Value Vehicle Appraisal (Code Enforcement)	\$70.00 per vehicle
Work Performed with No Valid Building Permit or Site Disturbance Permit	Double Permit Fee(s)
Release of Notice of Violation	\$60.00

**BE IT FURTHER RESOLVED** that this Resolution shall supersede, repeal and replace all previously adopted fee resolutions pertaining to Kootenai County Community Development and its predecessors.

**BE IT FURTHER RESOLVED** that this Resolution shall be effective immediately upon adoption.

Upon a motion to adopt the foregoing Resolution, made by Commissioner Mattare, and seconded by Commissioner Eberlein, the following vote was recorded:

Commissioner Duncan: excused  
 Commissioner Eberlein: Aye  
 Chair Mattare: Aye

Upon said roll call, the text of the foregoing was duly enacted as a Resolution of the Board of County Commissioners of Kootenai County, Idaho on this 15th day of , 2025.

**KOOTENAI COUNTY  
 BOARD OF COMMISSIONERS**

Bruce Mattare, Chair

excused  
 Leslie Duncan, Commissioner

Marc Eberlein, Commissioner

**ATTEST:  
 JENNIFER LOCKE, CLERK**

By: Reba Grytness  
 Reba Grytness, Deputy Clerk



C: BOCC, Community Development, Prosecuting Attorney (Civil Division), Resolution File

**EXHIBIT A**  
**Building Permit Fees**  
**Based on Modified 1997 Uniform Building Code Formula**

<i><b>Total Valuation</b></i>	<i><b>Fee</b></i>
\$0 to \$500	\$24.70
\$500.01 to \$2,000	\$24.70 for the first \$500 plus \$3.20 for each additional \$100 or fraction thereof, up to and including \$2,000
\$2,000.01 to \$25,000	\$72.70 for the first \$2,000 plus \$14.70 for each additional \$1,000 or fraction thereof, up to and including \$25,000
\$25,000.01 to \$50,000	\$410.80 for the first \$25,000 plus \$10.25 for each additional \$1,000 or fraction thereof, up to and including \$50,000
\$50,000.01 to \$100,000	\$643.75 for the first \$50,000 plus \$7.00 for each additional \$1,000 or fraction thereof, up to and including \$100,000
\$100,000.01 to \$500,000	\$993.75 for the first \$100,000 plus \$5.60 for each additional \$1,000 or fraction thereof, up to and including \$500,000
\$500,000.01 to \$1,000,000	\$3,233.75 for the first \$500,000 plus \$4.75 for each additional \$1,000 or fraction thereof, up to and including \$1,000,000
\$1,000,00.01 or greater	\$5,608.75 for the first \$1,000,000 plus \$3.60 for each additional \$1,000 or fraction thereof

**EXHIBIT B**  
**Building Valuation Data**

<i>Occupancy Group</i>	<i>Construction Type</i>										
	<i>IA</i>	<i>IB</i>	<i>IIA</i>	<i>IIB</i>	<i>IIIA</i>	<i>IIIB</i>	<i>IV</i>	<i>VA</i>	<i>VB</i>		
A1 with stage	\$398.53	\$385.10	\$376.04	\$361.78	\$340.36	\$329.84	\$350.72	\$315.60	\$305.56		
A1 without stage	\$364.70	\$351.27	\$342.22	\$327.95	\$306.54	\$296.02	\$316.91	\$281.79	\$271.74		
A2 nightclub	\$323.51	\$313.91	\$304.98	\$294.63	\$276.32	\$268.43	\$284.05	\$251.16	\$243.02		
A2 restaurant/bar	\$322.34	\$312.73	\$302.63	\$293.45	\$273.97	\$267.26	\$282.87	\$248.81	\$241.85		
A3 church	\$370.03	\$356.61	\$346.59	\$333.29	\$312.41	\$301.88	\$322.25	\$287.66	\$277.61		
A3 general	\$315.68	\$302.25	\$292.03	\$278.93	\$256.67	\$247.08	\$267.90	\$231.93	\$223.06		
A4 indoor sporting	\$363.52	\$350.09	\$339.86	\$326.77	\$304.19	\$294.84	\$315.74	\$279.44	\$270.56		
B	\$309.48	\$298.13	\$287.12	\$275.00	\$250.49	\$240.67	\$264.21	\$221.06	\$211.08		
E	\$329.77	\$318.50	\$310.11	\$296.75	\$276.99	\$262.99	\$286.52	\$242.10	\$245.05		
F-1	\$190.16	\$181.36	\$170.16	\$164.57	\$146.67	\$139.37	\$157.26	\$121.60	\$113.87		
F-2	\$188.97	\$180.18	\$170.16	\$163.39	\$146.65	\$138.19	\$156.08	\$121.60	\$112.70		
H-1	\$177.01	\$168.59	\$158.57	\$151.80	\$135.45	\$126.96	\$144.49	\$110.38	NP		
H-2,3,4	\$177.01	\$168.59	\$158.57	\$151.80	\$135.45	\$126.96	\$144.49	\$110.38	\$101.46		
H-5	\$309.48	\$298.13	\$287.12	\$275.01	\$250.49	\$240.67	\$226.41	\$221.07	\$211.08		
I-1	\$311.57	\$300.55	\$290.28	\$280.01	\$255.94	\$248.88	\$280.07	\$230.29	\$223.05		
I-2 hospital	\$515.39	\$504.05	\$493.05	\$480.94	\$455.09	NP	\$470.14	\$425.68	NP		
I-2 nursing home	\$358.51	\$347.18	\$336.17	\$324.04	\$301.33	NP	\$313.25	\$271.91	NP		
I-3	\$351.24	\$339.89	\$328.88	\$316.76	\$294.42	\$283.35	\$305.97	\$264.94	\$252.61		
I-4	\$311.56	\$300.55	\$290.28	\$280.01	\$255.95	\$248.88	\$280.07	\$230.29	\$223.05		
M	\$241.34	\$231.75	\$221.64	\$212.47	\$193.84	\$187.14	\$201.88	\$168.68	\$161.73		

**EXHIBIT B**  
**Building Valuation Data (cont.)**

<i>Occupancy Group</i>	<i>Construction Type</i>									
	<i>IA</i>	<i>IB</i>	<i>IIA</i>	<i>IIB</i>	<i>IIIA</i>	<i>IIIB</i>	<i>IV</i>	<i>VA</i>	<i>VB</i>	
R-1	\$314.49	\$303.48	\$293.21	\$282.94	\$259.44	\$252.37	\$283.00	\$233.77	\$226.55	
R-2	\$262.96	\$251.96	\$241.67	\$231.42	\$209.05	\$201.99	\$231.46	\$183.39	\$176.17	
R-3	\$249.04	\$242.08	\$236.37	\$231.83	\$223.86	\$215.59	\$227.85	\$208.94	\$196.82	
R-4	\$311.56	\$300.55	\$290.28	\$280.01	\$255.95	\$248.88	\$280.07	\$230.29	\$223.05	
S-1	\$176.22	\$167.41	\$156.22	\$150.62	\$133.09	\$125.79	\$143.31	\$108.02	\$100.29	
S-2	\$175.05	\$166.24	\$156.22	\$150.62	\$133.09	\$124.61	\$143.31	\$108.02	\$99.11	
U	\$136.23	\$117.62	\$120.71	\$115.41	\$104.07	\$96.41	\$110.38	\$82.04	\$78.18	

**EXHIBIT C**  
**Special Valuations and Flat Fees**

<b><i>New Construction Single- and Two-Family Dwellings</i></b>	<b><i>Valuation</i></b>
All Finished Living Areas (gross area)	\$196.82
Unfinished Basement or Other Rooms	\$98.43
Finished Storage Rooms	\$92.93
Attached Garage	\$75.04
Additions	\$196.82
Deck	\$20.76
Patio Cover in Conjunction with Deck	\$35.67
Carport or Patio Cover without Deck	\$31.13
<b><i>Alterations and Remodels</i></b>	<b><i>Valuation</i></b>
Development of Previously Unfinished Areas	\$79.00
Conversion of Garage or Storage to Living Space	\$196.82 minus Previous Use Valuation
Remodel	Approved Declared Valuation
Tram	Approved Declared Valuation
<b><i>Manufactured and Modular Homes</i></b>	<b><i>Flat Rate Fee</i></b>
Standard Set	\$448.00
Modular or Permanent Set	\$588.00
<b><i>Accessory Structures</i></b>	<b><i>Valuation</i></b>
Pole Building (all levels)	\$42.90
Garage/Shop (all levels, stick frame, metal or masonry)	\$75.04
Living Area Above or in New Structure	\$196.82
Open Deck/Open Loft	\$20.76
Patio Cover in Conjunction with Deck	\$35.67
Greenhouse, Carport or Patio Cover without Deck	\$31.13
Residential Aircraft Hangar	\$101.77
Re-Roof with New Rafters or Trusses	\$26.67

**EXHIBIT C**  
**Special Valuations and Flat Fees (cont.)**

<i>Miscellaneous Residential Permits</i>	<i>Flat Rate Fee</i>
Fence over Seven Feet (7') in Height	\$177.00
Re-Roof without New Rafters or Trusses	\$235.00
Change Windows	\$176.00
Siding	\$176.00
Demolition	\$235.00
AG-Exempt Building	\$588.00
Swimming Pool	Approved Declared Valuation
<i>Non-Residential</i>	<i>Flat Fee Or Valuation</i>
Sign	\$294.00 flat fee
Retaining Wall	Approved Declared Value
Re-Roof	Approved Declared Value
Water Tank, Reservoir, Tower	Approved Declared Value
Change of Use or Remodel	Approved Declared Value
New Structure Tenant Improvements	Valuation from Exhibit "B" minus Shell Valuation

**EXHIBIT D  
Mechanical Permit Fees**

<i>Description of Item</i>	<i>Fee Each</i>
Permit Base Fee	\$59.00
Gas piping	\$8.00
Gas range/cooktop	\$27.00
Gas water heater	\$27.00
Any clothes dryer	\$27.00
Gas log lighter	\$27.00
Gas fireplace	\$35.00
Small gas appliance not itemized	\$40.00
Gas furnace or space unit heater (<100,000 BTU)	\$38.00
Gas furnace or space unit heater (>= 100,000 BTU)	\$43.00
Boiler/Refrigeration (<100,000 BTU)	\$27.00
Boiler/Refrigeration (100,001-400,000 BTU)	\$43.00
Boiler/Refrigeration (400,001-1,000,000 BTU)	\$59.00
Boiler/Refrigeration (1,000,001-1,750,000 BTU)	\$84.00
Boiler/Refrigeration (Over 1,750,000 BTU)	\$135.00
Heat pump or AC (3-ton)	\$27.00
Heat pump or AC over 3 to 15 ton	\$43.00
Heat pump or AC over 15 to 30 ton	\$59.00
Heat pump or AC over 30 to 50 ton	\$84.00
Heat pump or AC over 50 ton	\$135.00
Solid fuel fireplace or woodstove (must be listed)	\$47.00
Air handler (10,000 cfm)	\$21.00
Air handler (Over 10,000 cfm)	\$32.00
Type 1 or 2 commercial kitchen hood	\$58.00
Ventilation fans	\$12.00
Separate system ductwork (not part of gas furnace or HP system)	\$27.00
Non-listed appliances (< 400,000 BTU)	\$105.00
Non-listed appliances (>= 400,000 BTU)	\$172.00
Ductless min-split heads	\$12.00
New Construction Mechanical Plan Review	25% of total mechanical permit fee