

BUILDING STANDARDS COMMISSION

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CALIFORNIA BUILDING STANDARDS COMMISSION INFORMATION BULLETIN 24-02

DATE: June 26, 2024

TO: LOCAL BUILDING DEPARTMENTS

SUBJECT: BUILDING STANDARDS ADMINISTRATION SPECIAL REVOLVING FUND 2023-2024 YEAR-END REMINDERS

Introduction

In 2008, the California Legislature passed [Senate Bill 1473 \(Calderon, Chapter 719, Statutes of 2008\)](#), which requires a fee to be assessed on building permits for activities covered by the California Building Standards Code, Title 24 of the California Code of Regulations. The fees are remitted to the California Building Standards Commission (CBSC) and deposited into the Building Standards Administration Special Revolving Fund (BSASRF) on a quarterly basis. The fund is used to support the development of green building standards, and the education of building officials, design professionals, builders, and other code users regarding such green building standards.

Thank You!

CBSC would like to thank the California jurisdictions that assess, report and remit their fees each quarter. Please know that the fees support extraordinary efforts by the state to create and advance sustainable building practices that benefit everyone and blaze a trail for other code developers—nationally and internationally.

Some Jurisdictions Are Past Due

Pursuant to California state law in [Health and Safety Code Section 18931.6](#) and regulations within [California Administrative Code, Title 24, Part 1, Chapter 1, Article 5](#), jurisdictions are to collect, report and remit the BSASRF fees each quarter. At this time, some California jurisdictions are not in compliance with these laws and regulations.

We highly recommend that building department staff responsible for collecting and reporting the fee visit CBSC's [BSASRF webpage](#) and review the [Guide to Filing the Building Permit Fee](#). This guide provides details for how to calculate and remit the fee. Alternatively, you can watch a [short video about the fee](#) on our [YouTube channel](#). To summarize, fees are to be assessed at a rate of \$1 per \$25,000 or fraction of \$25,000 of the building permit valuation and must be at least \$1 per permit.

A few common errors in fee calculation, assessment and payment are:

- Assessing less than \$1 per permit.
- Dividing the *individual* permit valuation by \$25,000 and assessing that amount.
- Dividing the quarterly *total* permit valuation by \$25,000 and paying that amount.
- Not providing a *current*, completed and signed Fee Report form with the payment.

How Can We Help?

We understand that some jurisdictions may face challenges with assessing, reporting and remitting the fee, and we would like to work with you to ensure a fair contribution by all to the fund that benefits the entire state. Additionally, if your jurisdiction does not use valuations when issuing building permits, we want to know how you are calculating the fee. We also want to know if you have a suggestion to improve the process and encourage compliance.

Please complete [this short survey](#) to give us your feedback.



If you have any questions or concerns about this topic, please contact the Fund Administrator at (916) 263-1330 or BSASRF_Fee@dgs.ca.gov.

Thank you for taking the time to read and respond to this bulletin and survey. Your contribution to a greener California is appreciated!

Year-End Audit

Please note: Jurisdictions that are currently more than two quarters past due will be contacted in July during our fiscal year-end review of fee account status.

Sincerely,

Stoyan Bumbalov

Stoyan Bumbalov, Executive Director
California Building Standards Commission