

RESOLUTION NO. 2019-03

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AMENDING THE MASTER FEE SCHEDULE BY APPROVING REVISIONS AND CLARIFICATIONS

WHEREAS, the City of Los Alamitos currently imposes fees upon applicants to recover the costs of staff time, inspection, copying costs and other related expenses related to the review and processing in connection with services; and,

WHEREAS, pursuant to the provisions of the California Constitution and the laws of the State of California, the City is authorized to adopt and implement fees, rates, and charges for municipal services provided that such fees, rates and charges do not exceed the estimated reasonable cost of providing such services; and,

WHEREAS, in 2015, the City engaged NBS to conduct an independent User Fees and Charges Study. In March 2017, the User Fees and Charges Study was completed, which included a thorough analysis of the total cost of providing services, including applicable direct and indirect costs associated with specific services, a copy of which is maintained on file with the City Clerk; and,

WHEREAS, on July 31, 2017, the City Council adopted Resolution 2017-13, which approved the Master Fee Schedule pursuant to the recommendations set forth in the NBS User Fees and Charges Study; and,

WHEREAS, on June 18, 2018, the City Council adopted Resolution 2018-15, approving increases to the user fees established pursuant to Resolution 2017-13, for all applicable fees and charges, in accordance with the Consumer Price Index (CPI) report for the month of March of the corresponding year for the Los Angeles area (inclusive of Orange County) for all Urban Consumers, as well as approving other adjustments that eliminated, reduced and/or modified certain user fees, by approving amendments to the Master Fee Schedule; and,

WHEREAS, further modifications to the Master Fee Schedule are required to (1) comply with state regulated fees and (2) implement changes that eliminate, reduce, and/or modify other use fees and charges consistent with NBS' approved methodology and staff tabulation; and,

WHEREAS, the City has studied and reviewed the fees charged by other cities for such services to assure that the proposed cost recovery fees are reasonable; and,

WHEREAS, pursuant to Government Code Section 66016, the City has: (1) made available to the public at least ten days prior to its public hearing, data supporting the reasonableness of the fees; (2) mailed notice at least fourteen days prior to the public hearing to all interested parties who have requested notice of new or increased

fees; and (3) held a duly noticed, regularly scheduled public hearing at which oral and written testimony was received regarding the proposed fees; and,

WHEREAS, all legal prerequisites to the adoption of this Resolution, including without limitation adherence to Government Code Sections 66014, 66017, and 66018, have occurred.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS DOES RESOLVE AS FOLLOWS:

SECTION 1. Adoption of Recitals. The City Council of the City of Los Alamitos, California, finds that the above recitals are true and correct and are incorporated by reference herein.

SECTION 2. Approval of Update to User Fees. The City Council hereby approves and adopts the amendments to the Master Fee Schedule as set forth and established in Exhibit "A" attached hereto and by this reference incorporated herein, reflecting adjustments to certain user fees based adjustments that serve to modify certain user fees and State capped fees; and the City Council hereby finds and determines that the adjusted user fees established herein do not exceed the estimated reasonable cost of providing the services for which the fees are levied.

SECTION 3. Effective Date. The modifications of certain user fees established pursuant to this Resolution shall take effect and shall be implemented 60-days following the adoption of this Resolution.

SECTION 4. Annual Review and Update. The City Council hereby directs staff to annually review and, as appropriate, recommend to the City Council an increase of the user fees included in the Master Fee Schedule commencing on July 1, 2019, and on July 1st of each fiscal year thereafter, in accordance with the Consumer Price Index (CPI) reported for the month of March of the corresponding year for the Los Angeles area for all Urban Consumers.

SECTION 5. Environmental Exemption. The adoption of this Resolution is exempt from the California Environmental Quality Act ("CEQA") pursuant to Section 15273 of CEQA Guidelines and Section 21080(b)(8) of the Public Resources Code; and in accordance with such determination, City staff is hereby directed to file a Notice of Exemption upon adoption of this Resolution.

SECTION 6. Severability. If any user fee, rate, or charge adopted or increased by this Resolution is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such fee, rate, or charge shall be deemed a separate, distinct, and independent provision of this Resolution, and such holding shall not affect the validity of the remaining user fees, rate, and charges adopted or revised herein. The City Council hereby declares that it would have adopted the Resolution and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof,

City of Los Alamitos



MASTER FEE SCHEDULE

City Council Resolution 2019-03 - Exhibit A

Implementation: March 22, 2019

Revised: January 22, 2019

Administration - Cost of Service Estimate for Fee Related Services & Activities

Fee No.	Fee Description	Notes	2018-19 Recommended Fee Level / Deposit
	Delinquent Customer Fees		
Adm 1	Returned Check Processing (Non-Sufficient Funds NSF)		
Adm 2	1st NSF Check	[7]	\$ 25
Adm 3	Each Subsequent NSF Check	[7]	\$ 35
Adm 4	Transient Occupancy Tax (TOT) Administration processing fee (line addition to penalty)	[9]	\$ 10
Adm 5	Collections Fee	[9]	\$ 129
	Finance Processing Fees		
Adm 6	Admin Processing Fee (per transaction)		\$ 5
Adm 7	Refund Processing - Check		\$ 32
Adm 8	Check Reissuance	[12]	\$ 63
	Copies:		
Adm 9	Per page	[10]	\$ 0.10
	Electronic Data Request (CD/DVD Copy)		
Adm 10	Copy of Existing Data File		\$ 9
Adm 11	Copy of Non-Existing Data File		\$ 20
	Other		
Adm 12	Certification of Document		\$ 20
Adm 13	Witness Oath Admin Fee		\$ 9
Adm 14	Certificate Fee		\$ 9
Adm 15	Notary Fee	[14]	\$ 15
Adm 16	U.S Veteran Notary Fee		\$ -
	Subpoena Fee		
Adm 17	Response to subpoena - Hourly	[2]	\$ 25
Adm 18	Response to subpoena - Records	[2]	\$ 16
Adm 19	Response to subpoena - Civil	[1]	\$ 285
	Business License		
Adm 20	Change to Business License - Name	[13]	\$ 12
Adm 21	Change to Business License - Location	[13]	\$ 12
Adm 22	Duplicate Business License	[13]	\$ 12
Adm 23	Business License Home Occupation Inspection	[11]	\$ 111
	Business Permits and Regulations		
Adm 24	Bingo Permit	[5]	\$ 52
	Hourly Rates		
Adm 25	Admin Svcs - Hourly Rate		\$ 129
Adm 26	City Clerk - Hourly Rate		\$ 114
	Election Related		
Adm 27	Filing Fee Candidate's Nomination Papers	[15]	\$ 25

Administration - Cost of Service Estimate for Fee Related Services & Activities

Fee No.	Fee Description	Notes	2018-19 Recommended Fee Level / Deposit
	<p>For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.</p>		

[Notes]

[1]	Set by State	
[2]	CA Evidence Code 1563	
[5]	CA Govt. Code 25845; Penal Code 326.3-326.5	
[7]	Per CA Civil Code; 1st NSF Check is limited to \$25 fee; each subsequent NSF check is limited to \$35 fee	
[9]	New Fee	
[10]	Per Public Records Act (\$.10 per page)	
[11]	Cost from CD-Planning	
[12]	Includes the bank fee of \$30 for stop payment	
[13]	Current actual cost to City: HDL costs = \$12 per item	
[14]	AB 2217, effective 1.1.17 \$15	2217,
[15]	CA Elections Code 10228	

Planning - Cost of Service Estimate for Fee Related Services & Activities

Fee No.	Fee Description	Notes	2018-19 Recommended Fee Level / Deposit
	Planning Zoning Related Fees		
PL 1	Accessory Structure Fee		\$ 78
PL 2	Administrative Use Permit - New (ex. Outside Dining)		\$ 78
PL 3	Administrative Use Permit - Renewal (ex. Outside Dining)		\$ 222
PL 4	Annexation - Deposit	[1,2]	Deposit \$20,000
PL 5	Appeal - Director - Non-Resident		\$ 2,438
PL 5.1	Appeal - Director - Resident		\$ 830
PL 6	Appeal - Planning Commission - Non-Resident	[2]	Deposit \$2,349
PL 6.1	Appeal - Planning Commission - Resident		\$ 1,038
PL 7	Applicant Case Continuance Fee		\$ 1,219
PL 8	Business License - Field Inspection		\$ 111
PL 9	Contract Planner - Expedited Services - Deposit (based on project)	[1,2]	Actual Cost
PL 10	Cottage Food Operation Permit		\$ 222
PL 11	CUP - Minor - Use Change		\$ 1,219
PL 12	CUP - Major - Construction Related		\$ 2,438
PL 13	Development Agreement - Deposit	[1,2]	Deposit \$20,000
PL 14	Ext of Time Requests - Discretionary	[2]	Deposit \$443
PL 15	Filming Permit (Public - see Encroachment Permit)		
PL 16	General Plan Amendment	[2]	Deposit \$2,438
PL 17	Home Occupation Permit		\$ 111
PL 18	Inspection Fee for Planning/ Code Enforcement (excessive)		\$ 222
PL 19	Interpretation and Similar Use	[2]	Deposit \$2,438
PL 20	Noticing Fee		\$ 222
PL 21	Planning Plan Check - Minor (Additional Sq. Ft of ≤ 250 sq. ft.)		\$ 111
PL 22	Planning Plan Check - Major (> 250 Sq. Ft)		\$ 443
PL 23	Pre-Application Meeting		\$ 1,330
PL 24	Preliminary Review		\$ 222
PL 25	Review of CCR's	[1]	Actual Cost
PL 26	Second Dwelling Unit application review		\$ 2,438
PL 27	Signs: Sign Permit		\$ 332
PL 28	Signs: Planned Sign Program		\$ 2,438
PL 29	Signs: Temp Banner/Sign		\$ 55
PL 30	Site Plan Review - Minor (additions, minor improvements; covers up to 1 hour)		\$ 2,438
PL 31	Site Plan Review - Major (all others)		\$ 3,325
PL 32	Street Name Change Request		\$ 665
PL 33	Street Naming		\$ 443
PL 34	Temporary Use Permit		\$ 886
PL 35	Special Event Permit (road closures, parades) - Non-Resident		\$ 443
PL 35.1	Special Event Permit (road closures, parades) - Resident		\$ 156
PL 36	Tentative Parcel Map		\$ 1,395
PL 37	Tentative Tract Map		\$ 1,594

Planning - Cost of Service Estimate for Fee Related Services & Activities

Fee No.	Fee Description	Notes	2018-19 Recommended Fee Level / Deposit
PL 38	Variance		\$ 886
PL 39	Zoning Letter		\$ 443
PL 40	Zoning Ordinance Amendment - Map	[1,2]	Deposit \$2,500
PL 41	Zoning Ordinance - Text Amendment	[1,2]	Deposit \$2,500
PL 42	Zoning Permit		\$ 332
	Environmental Review		
PL 43	Initial Environmental Assessment		\$ 222
PL 44	Assessment - Historical Structures		\$ 222
PL 45	Environmental Review		\$ 5,541
PL 46	Negative Declaration	[1]	Actual Cost
PL 47	Mitigated Negative Declaration	[1]	Actual Cost
PL 48	Environmental Impact Report	[1]	Actual Cost
PL 49	Initial Study	[1]	Actual Cost
	NPDES/Stormwater		
PL 50	High - Annual Inspection		\$ 666
PL 51	Medium (every 2 yrs.)		\$ 444
PL 61	Low (every 5 yrs.)		\$ 259
	Document Fees		
PL 52	Copy Services (Per Page)		\$ 0.10
PL 53	Plans - Blueprints	[1]	Actual Cost
PL 54	Special Research by Planning Staff (hourly)		\$ 222
PL 55	County Recording Fee (pass thru; check written directly to County)	[1]	Actual Cost
	Processing Fees		
PL 56	Cash Bond Acceptance and Processing		\$ 111
PL 57	Tract/Other Bonds Processing		\$ 111
PL 58	Lien Processing		\$ 111
	Special Regulatory Business Permits		
	* Require a Conditional Use Permit (CUP) - fees are listed above and background review per Police Department (corresponding fees if applicable)		
	Entertainment Related Fees		
PL 59	Live Entertainer - License	[1,2]	Deposit \$1,500
PL 60	Live Entertainer - Application renewal	[1,2]	Deposit \$1,500
	Escort Related Businesses Fees		
PL 63	Escort License - Agency	[1,2]	Deposit \$1,500
PL 64	Escort License - Agency renewal	[1,2]	Deposit \$800
PL 65	Escort License - Individual	[1,2]	Deposit \$1,500
PL 66	Escort License - Individual renewal	[1,2]	Deposit \$1,500

Planning - Cost of Service Estimate for Fee Related Services & Activities

Fee No.	Fee Description	Notes	2018-19 Recommended Fee Level / Deposit
Adult Related Businesses Fees			
PL 67	Adult Use - Planning Permit Fee	[1,2]	Deposit \$1,500
PL 68	Adult Oriented Business License	[1,2]	Deposit \$1,500
PL 69	Adult Oriented Business License (Renewal)	[1,2]	Deposit \$1,500
PL 70	Adult Use Planning Permit Fee - Ext. of Non Conf.	[1,2]	Deposit \$1,500
PL 71	Figure Model License	[1,2]	Deposit \$1,500
PL 72	Figure Model License (Renewal)	[1,2]	Deposit \$1,500
Code Enforcement (fees in addition to fines)			
PL 73	Violation Reoccurrence Fee		\$ 222
PL 74	Code Enforcement - Re-Inspection		\$ 222
PL 75	Code Enforcement - Right of Way Pick Up/Storage (signs)		\$ 222
Other			
PL 76	Admin Processing Fee (Delinquent processing)		\$ 111
Hourly Rate			
PL 77	Planning - Hourly Rate		\$ 222
Banner Fees			
PL 78	2-sided Banner Permit on Los Alamitos Blvd Median	[4]	\$100 admin fee + \$90/per banner
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application, including all applicable Citywide Overhead. A Deposit may be required in place of a flat fee, with actual costs charged against the deposit.		

[Notes]

[1]	Actual Cost using FBHR
[2]	Deposit
[3]	CA Govt. Code 25845; Penal Code 326.3-326.5
[4]	New Fee

Public Works - Cost of Service Estimate for Fee Related Services & Activities

Fee No.	Fee Description	Notes	2018-19 Recommended Fee Level / Deposit
PW 1	Improvement - Plan Check - Per Sheet (Street, Storm Drain) - includes 3 reviews		\$ 884
PW 1	Improvement - Plan Check - Per Sheet (Street, Storm Drain) - 4th and subsequent review		\$ 176
PW 2	Improvement - Inspection (Street, Storm Drain) - per inspection		\$ 530
PW 3	Grading - Plan Check - Residential lots		\$ 687
PW 4	Grading - Plan Check - Commercial lots	[1]	Deposit \$687 - Actual Cost
PW 5	Hydrology Report		\$ 687
PW 6	Geotech/ Soils Review	[1]	Deposit \$687 - Actual Cost
PW 7	Parking Space Closure		\$ 1,061
PW 8	Sidewalk Closure		\$ 708
PW 9	Traffic Study Review		\$ 2,123
PW 10	Grading - Inspection		\$ 354
PW 11	Final Tract Map		\$ 1,238
PW 12	Parcel Map per Parcel		\$ 687
PW 13	Lot Line Adjustment (per parcel)		\$ 687
PW 14	Other Legal Checking	[1]	Actual Cost
PW 15	Curb Painting (per 30 l.f. of curb)		\$ 354
PW 16	Access: Commercial		\$ 354
PW 17	Access: Personal/Homeowner		\$ 354
PW 18	Commercial Photography Motion Picture - per Day		\$ 619
PW 19	Commercial Photography/Still Pictures - per Day		\$ 176
PW 20	Surplus Material Removal (Review of Contractor's Hauling Plan)		\$ 530
PW 21	Road Closure		\$ 619
	Underground Utilities:		
PW 22	0-100 l.f.		\$ 619
PW 23	101-1,000 l.f.		\$ 884
PW 24	1,000 + l.f.		\$ 1,592
PW 25	per Additional l.f.		\$ 2
PW 26	Aerial Utilities - All (per pole)		\$ 708
PW 27	Landscaping / Gardening Irrigation (> 2,500 s.f.)		\$ 442
PW 28	Bus Bench / Shelter Master Permit / Renewal		\$ 442
PW 29	Bus Bench / Shelter Indiv. Bench Placement / Renewal		\$ 176
PW 30	Bus Shelter Master Permit & Renewal		\$ 133
PW 68	Bus Bench/Shelter Removal		\$ 10
PW 69	Bus Bench/Shelter Storage per month		\$ 5
PW 31	News Rack Fee		\$ 266
PW 32	Culvert		\$ 442
PW 33	Driveway Approach - Residential		\$ 176
PW 34	Driveway Approach - Commercial		\$ 583
PW 35	Curbs & Gutters per 100 l.f.		\$ 176
PW 36	Sidewalks		\$ 266
PW 37	Paving		\$ 619
PW 38	Paving per l.f.		\$ 1

Public Works - Cost of Service Estimate for Fee Related Services & Activities

Fee No.	Fee Description	Notes	2018-19 Recommended Fee Level / Deposit
PW 39	Catch Basin		\$ 266
PW 40	Storm Drain Entries 0-27"		\$ 354
PW 41	Storm Drain Entries > 27"		\$ 354
PW 42	Traffic Control Plan		\$ 708
PW 43	Memorial Tree/Rock Installation	[1]	Actual Cost
PW 44	Old Street Sign Sale	[2]	\$ 16
PW 45	Sign Installation		\$ 136
PW 46	Barricade / Delineator Request - Per Event or Incident	[1]	Actual Cost
PW 47	Shopping Cart Retrieval		\$ 46
	Monitoring Well Installation Fee (Per Well)		
PW 48	Plan Review		\$ 136
PW 49	Traffic Plan		\$ 409
PW 50	Inspection		\$ 136
	Crane Permit		
PW 51	Traffic Plan		\$ 409
PW 52	Inspection		\$ 136
PW 53	Outdoor Dining Permit		\$ 818
PW 54	Parklet Fee		\$ 546
	Oversize/ Overweight Permit		
PW 55	Single	[2,3]	\$ 16
PW 56	Annual	[2,3]	\$ 90
PW 57	Tree Removal Fee		\$ 273
PW 58	Temporary "No Parking" Sign Fee		\$ 546
	Impact Analysis / Review		
PW 59	Traffic	[1]	Actual Cost
PW 60	Soils	[1]	Actual Cost
PW 61	Noise	[1]	Actual Cost
PW 62	Street Vacation Fee	[1]	Actual Cost
PW 63	Incident/ Accident Response (Haz Mat, Accident, Other)	[1]	Actual Cost
PW 64	Standard City List of repair/ replacement items	[1]	Actual Cost
	Hourly Rates:		
PW 65	PW Engineering - Hourly Rate		\$ 176
PW 66	PW Maintenance - Hourly Rate		\$ 136
PW 67	After Hours Rate (Per hour; 2 hour minimum \$272)		\$ 136
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.		

[Notes]

[1]	Recommended fee is "Actual Cost" using fully burdened hourly rate
[2]	Placeholder for Master Fee Schedule (MFS), not included in cost analysis
[3]	Fee Set by State (\$16;\$90 maximum)
[4]	New Fee

Building - Cost of Service Estimate for Fee Related Services & Activities

Fee No.	Fee Description	Notes	2018-19 Recommended Fee Level / Deposit
	Building Fees		
	Project valuations determined by the most recent published International Code Council (ICC) Building Valuation Table or by Contractors signed contract, at the discretion of the Building Official	[1]	
	Valuation-Based Inspection Fees		
	Building Valuation Range		
BL 1	\$1 - \$500		\$ 182
BL 2	\$501 - \$2,000		\$ 273
BL 3	\$2,001 - \$6,000		\$ 363
BL 4	\$6,001 - \$12,000		\$ 545
BL 5	\$12,000 - \$25,000		\$ 728
BL 6	\$25,001 base fee		\$ 909
BL 7	Each additional \$1000 or fraction thereof up to \$50,000		\$ 29.08
BL 8	\$50,001 base fee		\$ 1,636
BL 9	Each additional \$1000 or fraction thereof up to \$100,000		\$ 10.91
BL 10	\$100,001 base fee		\$ 2,182
BL 11	Each additional \$1000 or fraction thereof up to \$500,000		\$ 4.09
BL 12	\$500,001 base fee		\$ 3,818
BL 13	Each additional \$1000 or fraction thereof up to \$1,000,000		\$ 5.09
BL 14	\$1,000,000 Base Fee		\$ 6,363
BL 15	Each additional \$1000 beyond \$1,000,000		\$ 3.64
	Valuation-Based Plan Review Fees		
	Building Valuation Range		
BL 16	\$1 - \$500		\$ 91
BL 17	\$501 - \$2,000		\$ 91
BL 18	\$2,001 - \$6,000		\$ 182
BL 19	\$6,001 - \$12,000		\$ 363
BL 20	\$12,000 - \$25,000		\$ 728
BL 21	\$25,001 - \$50,000 base fee		\$ 1,091
BL 22	Each additional \$1000 or fraction thereof up to \$50,000		\$ 14.54
BL 23	\$50,001 base fee		\$ 1,454
BL 24	Each additional \$1000 or fraction thereof up to \$100,000		\$ 7.28
BL 25	\$100,001 base fee		\$ 1,818
BL 26	Each additional \$1000 or fraction thereof up to \$500,000		\$ 1.13
BL 27	\$500,001 base fee		\$ 2,272
BL 28	Each additional \$1000 or fraction thereof up to \$1,000,000		\$ 0.73
BL 29	\$1,000,000 Base Fee		\$ 2,635
BL 30	Each additional \$1000 beyond \$1,000,000		\$ 1.55
BL 31	Residential Track - Plan Check (Repeat \$100,000 - \$500,000)		\$ 273
BL 32	Residential Track - Plan Check - > \$500,000 each additional \$100,000		\$ 31

Building - Cost of Service Estimate for Fee Related Services & Activities

Fee No.	Fee Description	Notes	2018-19 Recommended Fee Level / Deposit
BL 33	Accessibility Plan Check (applicable to all non-residential project)		5% of plan check fee
Miscellaneous Building Fees			
BL 34	Permit Issuance		\$ 46
	Solar PV Permit Fee		
	Residential		
BL 35	< 15 kW	[7]	\$ 450
BL 36	> 15 kW	[7]	\$450 plus \$15 per kW
	Commercial		
BL 37	< 50 kW	[7]	\$ 1,000
BL 38	51 - 250 kW	[7]	\$1,000 plus \$7 per kW
BL 39	> 250 kW	[7]	\$2,400 plus \$5 per kW
BL 40	Reroof Permit Fee - Residential 1st 500 square foot		\$ 91
BL 41	Reroof Permit Fee - Residential for each additional 500 s.f.		\$ 46
BL 42	Reroof Permit Fee - Commercial 1st 1,000 square foot		\$ 273
BL 43	Reroof Permit Fee - Commercial for each additional 500 s.f.		\$ 136
	Portable Spas and Portable Pools Placed at Grade (Single Family and Duplex Residential Only)		
BL 44	Plan Review		\$ 46
BL 45	Inspection		\$ 46
Reinspection Fees			
BL 46	Code Enforcement - City Attorney - per hour		Actual Cost
Other Fees			
BL 47	Expedited Plan Review (Using Outside Consultants) Actual Cost (including Admin Cost) (hourly)		Actual Cost
BL 48	Green Building and Accessibility Review		5% of Plan Check Fee
BL 49	Energy Calculation Review Fee		\$ 91
Surcharges			
BL 50	General Plan Maintenance Fee	[9]	9.3% of Building Permit Fee
BL 51	Technology Fee		20% of Building Permit Fee
BL 52	Additional Plan Review (per hour)		\$ 182
BL 53	Temporary Certificate of Use and Occupancy	[2]	\$ 46
BL 54	Certificate of Occupancy	[2]	\$ 46
BL 55	Failure to obtain permit	[3]	2 X Permit Fee

Building - Cost of Service Estimate for Fee Related Services & Activities

Fee No.	Fee Description	Notes	2018-19 Recommended Fee Level / Deposit
	Building Relocation Fee		
BL 56	Within City		\$175 + Valuation for reconstruction of building
BL 57	From Outside City		\$175 + Valuation for reconstruction of building
BL 58	Same parcel		\$175 + Valuation for reconstruction of building
	Electrical Permits	[8]	
	Permit Issuance Fees		
BL 59	For Issuing Permit		\$ 46
BL 60	For issuing each supplemental permit for which the original permit has not expired, been canceled, or finalized.		\$ 15
BL 61	Plan Check Fee (per hour)		\$ 182
	Unit Fee Schedule (the following do not include permit issuing fees)		
	For receptacle, switch, lighting, or other outlets at which current is used or controlled, except services, feeders, and meters.		
BL 62	First 10 (Fee is for 1-10)	[5]	\$ 6
BL 63	Additional Outlets (fee is for each . Time estimate/cost is for each 10)	[5]	\$ 1
	Lighting Fixtures-lighting fixtures, sockets, or other lamp-holding devices		
BL 64	First 10 (Fee is for 1-10)	[5]	\$ 6
BL 65	Additional Outlets (fee is for each . Time estimate/cost is for each 10)	[5]	\$ 1
BL 66	Pole or platform mounted fixtures (Time estimate/cost is for first 10)	[5]	\$ 9
BL 67	Pole or platform mounted fixtures (each additional)		\$ 15
BL 68	Theatrical-type lighting fixtures or assemblies.		\$ 15
	Residential Appliances		
BL 69	For fixed residential appliances or receptacle outlets for same, including wall-mounted electric ovens; counter-mounted cooking tops; electric ranges; self-contained room, console, or through wall heaters; food waste grinders; dishwashers; washing machines; water heaters; clothes dryers; or other motor operated appliances not exceeding one horsepower (HP) in rating. (each) (For other types of air conditioners and other motor-driven appliances having larger electrical ratings, see Power Apparatus.)		\$ 60

Building - Cost of Service Estimate for Fee Related Services & Activities

Fee No.	Fee Description	Notes	2018-19 Recommended Fee Level / Deposit
	Nonresidential Appliances		
BL 70	For residential appliances and self-contained, factory-wired nonresidential appliances not exceeding one horsepower (HP) or kilovolt (KVA) in rating including medical and dental devices; food, beverage, and ice cream cabinets; illuminated show cases; drinking fountains; vending machines; laundry machines; or other types of equipment.(each) (For other types of air conditioners and other motor-driven appliances having larger electrical ratings, see Power Apparatus.)		\$ 120
	Power Apparatus		
	For motors, generators, transformers, rectifiers, synchronous convertors, capacitors, industrial heating, air conditioners and heat pumps, cooking or baking equipment and other apparatus as follows. Rating horsepower (HP), Kilowatts (KW), Kilovolt-amperes (KVA), or Kilovolt-amperes-reactive (KVAR).These fees include all switches, circuit breakers, contractors, thermostats, relays, and other directly controlled equipment.		
BL 71	For 1 Item		\$ 91
BL 72	For each additional item		\$ 31
	Busways		
BL 73	For each trolley and plug-in-type busways, each 100 feet or fraction thereof. An additional fee will be required for lighting fixtures, motors, and other appliances that are connected to trolley and plug-in-type busways. No fee is required for portable tools. (each)		\$ 91
	Signs, Outline Lighting, and Marquees		
BL 74	For signs, outline lighting systems, or marquees supplied from one branch circuit. (each)		\$ 227
BL 75	For additional branch circuits with the same sign, outline lighting system, or marquee. (each)		\$ 31
	Services (Meters)		
BL 76	For services of 600 volts or less and not over 200 amperes in rating (each)		\$ 91
BL 77	For services of 600 volts or less and over 200 amperes to 1000 amperes (each)		\$ 136
BL 78	For services of 600 volts or over or over 1000 amperes in rating (each)		\$ 182
	Sub-panels - Misc. Apparatus, Conduits, and Conductors		
BL 79	For electrical apparatus, conduits, and conductors for which a permit is required but for which no fee is herein set forth. (each)		\$ 91
	Temporary Power Service (give applicant orange card for temp pole)		
BL 80	For a temporary service power pole or pedestal including all pole or pedestal mounted receptacle outlets and appurtenances. (each)		\$ 91

Building - Cost of Service Estimate for Fee Related Services & Activities

Fee No.	Fee Description	Notes	2018-19 Recommended Fee Level / Deposit
BL 85	For a temporary distribution system and temporary lighting and receptacle outlets for construction sites, decorative light, Christmas tree sales lots, fireworks stands, etc. (each)		\$ 31
Private Swimming Pools			
BL 81	For new private, residential, in-ground swimming pools for single-family and multifamily occupancies including a complete system of necessary branch circuit wiring, bonding, grounding, underwater lighting, water pumping, and other similar electrical equipment directly related to the operation of a swimming pool.		\$ 273
BL 82	*For other types of swimming pools, therapeutic whirlpools, spas, and alterations to existing swimming pools use the Unit Fee Schedule.		
Carnivals and Circuses-traveling shows or exhibitions utilizing transportable-type rides, booths, displays, and attractions			
BL 83	For electrical generators and electrically driven rides (each)		\$ 91
BL 84	For Mechanically-driven rides and walk-through attractions or displays having electric lighting (each)		\$ 91
BL 85	For a system of area and booth lighting (each)		\$ 91
BL 86	*For permanently installed rides, booths, displays, and attractions use the Unit Fee Schedule		
Other Inspections and Fees			
BL 87	Inspections outside of normal business hours (per hr.)	[4]	\$ 182
BL 88	Reinspection fee-flat fee assessed under provisions of section 305(h)		\$ 91
BL 89	Inspections for which no fee is specifically indicated (per hour)	[4]	\$ 182
BL 90	Additional plan review required by changes, additions, or revisions to approved plans (per hour)	[4]	\$ 91
Mechanical Permit Fees			
Permit Issuance and Heaters			
BL 91	For the issuance of each mechanical permit		\$ 46
BL 92	For issuing each supplemental permit for which the original permit has not expired, been canceled, or finalized.		\$ 15
BL 93	Plan Check Fee (per hour)		\$ 182
Unit Fee Schedule			
Furnaces			
BL 94	For the installation or relocation of each forced-air or gravity type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 BTU/h (29.3 kW)		\$ 60
BL 95	For the installation or relocation of each forced-air or gravity type furnace or burner, including ducts and vents attached to such appliance over 100,000 BTU/h (29.3 kW)		\$ 60

Building - Cost of Service Estimate for Fee Related Services & Activities

Fee No.	Fee Description	Notes	2018-19 Recommended Fee Level / Deposit
BL 96	For the installation or relocation of each floor furnace, including vent		\$ 60
BL 97	For the installation for relocation of each suspended heater, recessed wall heater, or floor-mounted unit heater.		\$ 60
	Appliance Vents		
BL 98	For the installation, relocation, or replacement of each appliance vent installed and not included in an appliance permit.		\$ 46
	Repairs or Additions		
BL 99	For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption, or evaporative cooling system, including installation of controls regulated by the Mechanical Code.		\$ 46
	Boilers and AC Units		
BL 100	For the installation or relocation of each boiler or compressor to and including 3 horsepower (10.6 kW), or each absorption system to and including 100,000 Btu/h (29.3 kW)		\$ 60
BL 101	For the installation or relocation of each boiler or compressor over 3 horsepower (10.6 kW), and including 15 Horsepower (52.7 kw) or each absorption system over 100,000 Btu/h (29.3 kW) to and including 500,000 Btu/h (146.6 kW)		\$ 91
BL 102	For the installation or relocation of each boiler or compressor over 15 horsepower (52.7 kW), and including 30 Horsepower (105.5 kW) or each absorption over 500,000 Btu/h (146.6 kW) to and including 1,000,000 Btu/h (293.1 kW)		\$ 121
BL 103	For the installation or relocation of each boiler or compressor over 30 horsepower (105.5 kW), and including 50 Horsepower (176 kW) or each absorption over 1,000,000 Btu/h (293.1 kW) to and including 1,750,000 Btu/h (512.9 kW)		\$ 151
BL 104	For the installation or relocation of each boiler or compressor over 50 horsepower (176 kW), or each absorption system over 175,000 Btu/h (512.9 kW)		\$ 182
	Air Handlers		
BL 105	For each air-handling unit to and including 10,000 cubic feet per minute (cfm) (4719 L/s) including ducts attached thereto. This does not apply to an air handling unit which is a portion of a factor-assembled appliance, cooling unit, evaporative cooler, or absorption unit for which a permit is required elsewhere in the Mechanical Code.		\$ 60
BL 106	For each air-handling unit over 10,000 cfm (4719 L/s)		\$ 91

Building - Cost of Service Estimate for Fee Related Services & Activities

Fee No.	Fee Description	Notes	2018-19 Recommended Fee Level / Deposit
	Evaporative Coolers		
BL 107	For each evaporative cooler other than portable type.		\$ 60
	Ventilation and Exhaust		
BL 108	For each ventilation fan connected to a single duct		\$ 31
BL 109	For each ventilation system which is not a portion of any heating or air-conditioning system authorized by permit		\$ 31
BL 110	For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood		\$ 60
	Incinerators		
BL 111	For the installation or relocation of each domestic-type incinerator		\$ 60
BL 112	For the installation or relocation of each commercial or industrial-type incinerator.		\$ 78
	Miscellaneous		
BL 113	For each appliance or piece of equipment regulated by the Mechanical Code but not classed in other appliance categories, or for which no other fee is listed in the table.		\$ 60
	Other Inspections and Fees		
BL 114	Inspections outside of normal business hours, per hour (2 hrs. minimum)	[4]	\$ 363
BL 115	Reinspection fees assessed under provisions of Section 116.6 per inspection	[4]	\$ 182
BL 116	Inspections for which no fee is specifically indicated, per hour (half hour minimum)	[4]	\$ 182
BL 117	Additional plan review required by changes, additions, or revisions to plans for which an initial review has been completed, per hour (half hour minimum)	[4]	\$ 91
BL 118	Registers (each)		\$ 9
	Plumbing Permit Fees	[8]	
	Permit Issuance		
BL 119	For issuing each permit		\$ 46
BL 120	For issuing each supplemental permit		\$ 15
BL 121	Plan Check Fee (per hour)		\$ 182
	Unit Fee Schedule (in addition to permit issuance above)		
BL 122	For each plumbing fixture on one trap or a set of fixtures on one trap (including water, drainage piping, and backflow protection therefor). Fee is for up to 10 units. Half hour time period covers up to the first 10	[5]	\$ 91
BL 123	Each additional plumbing fixture beyond 10. 10 minute time estimate covers each group of up to 5 beyond the original 10. Fee is for each additional group of up to 5 units.	[5]	\$ 31
BL 124	For each building sewer and each trailer park sewer		\$ 46

Building - Cost of Service Estimate for Fee Related Services & Activities

Fee No.	Fee Description	Notes	2018-19 Recommended Fee Level / Deposit
BL 125	Rainwater systems-per drain (inside building) Fee is for each. Half hour time period covers 5 units.	[5]	\$ 91
BL 126	For each water heater and/or vent		\$ 60
BL 127	For each gas-piping system of one to five outlets		\$ 91
BL 128	For each additional gas piping system outlet, per outlet		\$ 31
BL 129	For each industrial waste pretreatment interceptor including its trap and vent, except kitchen-type grease interceptors functioning as fixture traps.		\$ 91
BL 130	For each installation, alteration, or repair of water piping and/or water treatment equipment. Fee is for each unit. Half hour time period covers 10 units.	[5]	\$ 91
BL 131	For each repair or alteration of drainage or vent piping, each fixture. 15 minute time period covers 5 units	[5]	\$ 46
BL 132	For each lawn sprinkler system on any one meter including backflow protection devices therefor		\$ 46
	For atmospheric-type vacuum breakers not included in previous item		
BL 133	1 to 5		\$ 46
BL 134	over 5, each		\$ 31
	For each backflow protective device other than atmospheric type vacuum breakers		
BL 135	2 inch (51 mm) diameter and smaller		\$ 60
BL 136	over 2 inch (51 mm) diameter		\$ 60
BL 137	For each Graywater system		\$ 91
BL 138	For initial installation and testing for a reclaimed water system (per hour)	[4]	\$ 183
BL 139	For each annual cross-connection testing of a reclaimed water system (excluding initial test)	[4]	\$ 91
BL 140	For each medical gas piping system serving one to five inlets/outlets for a specific gas (per hour)		\$ 91
BL 141	For each additional medical gas inlets/outlets		\$ 91
	Other inspections and fees		
BL 142	Inspections outside of normal business hours (per hour, 2 hour min)	[4]	\$ 363
BL 143	Reinspection Fee (per hour)		\$ 182
BL 144	Inspections for which no fee is specifically indicated (per hour)	[4]	\$ 182
BL 145	Additional plan review required by changes, additions, or revisions to approved plans (half hour minimum)	[4]	\$ 91
	Hourly Rate		
BL 146	Building - Hourly Rate		\$ 182
	Window Fees		
BL 147	Residential Window Replacement (up to 4 windows)	[10]	\$ 91
BL 148	Each additional window over 4	[10]	\$ 60

Building - Cost of Service Estimate for Fee Related Services & Activities

Fee No.	Fee Description	Notes	2018-19 Recommended Fee Level / Deposit
	Commercial Sign Fees		
BL 149	Commercial Signs - No Electrical (First sign)	[10]	\$ 182
BL 150	Each additional commercial sign no electrical	[10]	\$ 91
BL 151	Commercial Signs - with Electrical	[10]	\$ 410
BL 152	Each additional commercial sign with electrical	[10]	\$ 91
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application, including all applicable Citywide Overhead. A Deposit may be required in place of a flat fee, with actual costs charged against the deposit.		

[Notes]

[1]	Project valuations determined by the most recent published International Code Council (ICC) Building Valuation Table or by Contractors signed contract, at the discretion of the Building Official
[2]	No Fee
[3]	Double Penalty
[4]	Or the total hourly cost to the jurisdiction, whichever is greater. The cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved. A minimum of two hours will be charged.
[5]	Fee is denominated per unit, but time estimate is denominated for a block of units or each fraction thereof
[7]	CA Govt Code ss 66015
[8]	Annual revenue included for cost analysis purposes only
[9]	To be charged on all Building Permits for "New Construction that add additional Square Footage"
[10]	New Fee

Police Department - Cost of Service Estimate for Fee Related Services & Activities

Fee No.	Fee Description	Notes	2018-19 Recommended Fee Level / Deposit
Police User Fees			
PD 1	Administration Arrest Fee		\$ 234
PD 2	Reports (avg. 5 pages @ \$.10 page)		\$ 1
PD 3	Bicycle Registration		\$ 1
PD 4	Log Item		\$ 1
PD 5	Electronic Data Request (CD/DVD Copy)		
PD 6	Copy of Existing Data File		\$ 6
PD 7	Copy of Non-Existing Data File		\$ 26
PD 70	Livestock Street Permit Fee		\$ 26
PD 8	Repossession Verification Fee	[13]	\$ 15
PD 9	30 Day Impound		\$ 231
PD 10	Vehicle release- municipal code/vehicle code/parking violation		\$ 143
PD 11	Vehicle Release - Arrest / Cite and Release		\$ 262
PD 12	Vehicle Release - DUI		\$ 301
Subpoena Fees			
PD 13	Response to subpoena - Hourly	[2]	\$ 25
PD 14	Response to subpoena - Records	[2]	\$ 15
PD 15	Response to subpoena - Civil - (Deposit per day; actual costs)	[1]	\$ 275
PD 16	Alarm Permit - New		\$ 58
PD 17	Alarm Permit - Renewal		\$ 26
PD 18	Alarm Permit - Renewal - Senior Discounted Rate		\$ -
PD 19	False Alarm Response (1st 3 free per year)	[9]	\$ -
PD 20	False Alarm Response (>3 per year)	[9]	\$ 208
PD 21	False Alarm Response without a Permit	[9]	\$208 or get a permit
PD 22	Noise disturbance response/processing	[10]	Actual Cost
PD 23	Citation Sign Off	[11]	\$ 20
PD 24	VIN Verification	[12]	\$ 20
PD 25	Handicap/Parking Violation Sign Off		\$ 13
PD 26	Record Check/ Clearance letter		\$ 13
Special Regulatory Business Permits			
	* Background review required for some businesses, as shown below and corresponding fee; Planning may also require a Conditional Use Permit (CUP), if applicable		
Escort Related Businesses Fees			
PD 29	Escort License - Agency	[4]	\$ 472
PD 30	Escort License - Agency renewal	[4]	\$ 158
PD 31	Escort License - Individual	[4]	\$ 472
PD 32	Escort License - Individual renewal	[4]	\$ 158

Police Department - Cost of Service Estimate for Fee Related Services & Activities

Fee No.	Fee Description	Notes	2018-19 Recommended Fee Level / Deposit
	Adult Related Businesses Fees		
PD 33	Adult Use - Planning Permit Fee	[4]	\$ 39
PD 34	Second Hand/ Pawn Shop Dealer Annual Permit		\$ 315
PD 35	Gun Dealer Annual Permit		\$ 315
	Drug/DUI/Hazmat/Other Incident Response		
PD 37	* DUI - \$12,000 Maximum per State law	[3,10]	Actual Cost
	HOURLY RATES		
PD 38	Sworn		\$ 158
PD 39	Non-Sworn		\$ 77
	Peddling, Canvassing and Soliciting Permit		
PD 40	Application Fee for peddling, canvassing and soliciting	[8]	\$ 153
	For services requested of City staff which have no fee listed in this fee schedule, the City Manager of the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific		

[Notes]

[1]	CA Govt. Code 68097
[2]	CA Evidence Code 1563
[3]	CA Govt. Code 53150-35159
[4]	Collected by Planning
[5]	CA Govt. Code 25845; Penal Code 326.3-326.5
[7]	Per Public Records Act (\$.10 per page)
[8]	New Fee
[9]	Not included in cost analysis; placeholder for Master Fee Schedule
[10]	Actual costs recommended using Fully Burdened Hourly Rates (FBHR)
[11]	CA GC 26746.1 \$20 maximum
[12]	CA Govt Code 26746.1; CA Vehicle Code 40616; Maximum fee \$20
[13]	CA Govt Code 26751; Maximum fee \$15 (Repossession)

Recreation & Comm. Svcs - Cost Estimation for Providing Fee Related Activities & Svcs

Acct No.	Description	Notes	Recommended Fee Level
552	AQUATICS	[3]	100%
553	COMMUNITY SERVICES		30%
	Community Services - Seniors	[1]	
	Facility Rental (Comm. Center, Gym, Shelters)	[1]	
	PW - Building Maintenance	[2]	
554	DAY CAMP	[1]	85%
555	PLAYGROUND	[1]	0%
556	SPORTS		64%
	Adult Sports	[1]	
	Youth Sports	[1]	
	Facility Rental (Fields)	[1]	
557	SPECIAL CLASSES		35%
	Special Classes	[1]	
	Youth Volunteer Program	[1]	
	PW - Building Maintenance	[2]	
557	PRESCHOOL		86%
558	SPECIAL EVENTS		65%
	City Special Events	[1]	
	4th of July	[1]	
	Race on the Base	[1]	
		[4]	

[Notes]

[1]	Sourced from FY 15-16 Expense Info For User Fee Study
[2]	Sourced from Building Maint. Square Footage allocation
[3]	FY 16-17 Preliminary Budget used for the Aquatics program
	Direct costs excludes citywide indirect costs; includes
[4]	Department indirect costs and includes building maintenance costs