

FEE SCHEDULE

Fees Effective July 24, 2023

Ref #	Fee Name	Adopted Fees
PLANNING		
23-001	ADMINISTRATIVE USE PERMIT REVIEW	Non-commercial wall mural - No charge Minor Outdoor Amplified Music - \$106 per application (subsidized) Other - \$2,027 per application
23-001-Sign	SIGNAGE ADMINISTRATIVE USE PERMIT REVIEW	\$106 per application, inclusive of noticing and label generation fees (subsidized)
23-002	MINOR CONDITIONAL USE PERMIT REVIEW	\$2,951 per application
23-003	MAJOR CONDITIONAL USE PERMIT REVIEW	Standard (less than 5 acres) - \$6,287 per application Major (5 acres or greater) - \$10,198 per application
23-004	VARIANCE APPLICATION	\$3,146 per application
23-006	DEVELOPMENT AGREEMENT	\$15,836 deposit with staff charges at the fully allocated hourly rates plus any outside or legal expenses
23-006A	PLANNING AGREEMENT PREPARATION	\$174 per agreement
23-007	SPECIFIC PLAN	\$12668 deposit with staff charges at the fully allocated hourly rates plus any outside or legal expenses
23-008	GENERAL PLAN/ZONING MAP AMENDMENT	\$6,076 per application
23-010	GENERAL PLAN/ZONING TEXT AMENDMENT	Minor - \$2,523 per application Major - \$6,614 per application Combined with a map and/or master plan of development (CUP) - 50% of these fees
23-011	TENTATIVE PARCEL MAP	\$5,495 per application
23-012	TENTATIVE TRACT MAP	\$7,770 per map plus \$100 per lot over 10 lots

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Ref #	Fee Name	Adopted Fees
PLANNING (continued)		
23-013	CONDOMINIUM CONVERSION TENTATIVE MAP	\$6,720 per map plus \$111 per unit over 15 units Commercial - \$2,998 per map
23-014	PRECISE PLAN	\$2,085 per application
23-015	MAP/CONDITIONAL USE PERMIT RECONSIDERATION/AMENDMENT REVIEW	\$2,729 per application
23-015A	PLANNED DEVELOPMENT REPEAL	\$1,225 per application
23-016	ENVIRONMENTAL IMPACT REPORT REVIEW	10% of contract consultant amount for City staff review
23-016A	ENVIRON MITIGATION NEGATIVE DECLARATION	Standard - \$3,209 per application in addition to other application fees where applicable Expanded - \$5,352 per application in addition to other application fees where applicable
23-016B	ENVIRONMENTAL CATEGORICAL EXEMPTION	\$227 per application Class 32 - \$1,066 per application Plus any filing fees
23-016C	ENVIRONMENTAL IMPACT REPORT/MITIGATED NEGATIVE DECLARATION ADDENDUM	\$2,771 per application in addition to other application fees where applicable
23-017	ANNEXATION	\$21,114 deposit with staff charges at the fully allocated hourly rates plus any outside or legal expenses
23-018	LOT LINE ADJUSTMENT REVIEW	Historic Conflict Lot Line Adjustment - \$1,584 per application (subsidized) Urban Lot Split- \$2,713 per application Other - \$2,117 per application
23-019	VOLUNTARY LOT MERGER	\$929 per application
23-022	SUBSTANTIAL CONFORMANCE FINDING	\$628 per application

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Ref #	Fee Name	Adopted Fees
PLANNING (continued)		
23-023	FINDING OF CONVENIENCE & NECESSITY	\$523 per application
23-024	TEMPORARY OCCUPANCY REVIEW	Commercial/Industrial/Multi-Family - \$1,198per application Single Family Residential - \$528 per application
23-025	ADMINISTRATIVE TIME EXTENSION REVIEW	\$591 per application
23-026	PLANNING COMMISSION TIME EXTENSION REVIEW	\$977 per application
23-027	CONTINUANCE	\$317 per application
23-028	APPEAL TO PLANNING COMMISSION	\$1,615 per application for 70% cost recovery
23-029	APPEAL TO CITY COUNCIL	\$1,816 per application for 70% cost recovery
23-030	NATIVE TREE REMOVAL PERMIT	Dead/Diseased Tree - No Charge Non-Heritage Tree - \$259 per permit Heritage Tree - \$1,230 per permit
23-031	TREE PROTECTION PLAN / INSPECTION FOR BUILDING PERMIT	Minor (No Arborist Required) - No charge if done in conjunction with Planning Plan Check fee or \$84 per review if done independently Major - \$343 per application Fee includes one inspection and one re-inspection
23-032	RE-INSPECT TREE PROTECTION	\$174 per inspection Fee imposed on the third and any subsequent inspections
23-037	BUILDING ADDRESS ASSIGNMENT PROCESSING	SFR/Duplex - \$84 per application 3-10 Units - \$127 per application 11-20 Units - \$385 per application Each Additional Unit over 20 - \$26
23-038	REAL ESTATE/PROPERTY INFO LETTER	\$243 per letter

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Ref #	Fee Name	Adopted Fees
PLANNING (continued)		
23-039	CONSTRUCTION OPERATION AFTER-HOURS	\$554 per application
23-040	PLANNING REVIEW/APPROVAL OF ENCROACHMENT PERMT	\$216 per permit
23-040A	PLANNING REVIEW / APPROVAL OF BUILDING PERMIT	CUP/PD Compliance - \$602 per application DRC Review - \$517 per application Other - 15% of the Building Permit Fee + 7.5% Community Development Technology Surcharge
23-040B	PLANNING INSPECTION	\$174 per inspection
23-040C	PLANNING- EXTRA PLAN CHECK/INSPECTION	\$174 per hour OR 1.3 times the actual cost of contract consultant
23-040D	PLANNING BUSINESS LICENSE REVIEW	Commercial Zoning Clearance - \$84 per application Home Occupation - \$84 per application Change of Owner - \$74 per application
23-040E	BUILDING BUSINESS LICENSE INSPECTION	\$190 per business
23-040F	COMMUNITY DEVELOPMENT MISCELLANEOUS SERVICES	Charge all staff at the fully allocated hourly rates plus any outside legal expenses
23-040G	COMMUNITY DEVELOPMENT TECHNOLOGY SURCHARGE	7.5% of fees as detailed in the individual services

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Ref #	Fee Name	Adopted Fees
BUILDING		
23-041	BUILDING PLAN CHECK	Plan Check - 65% of Building Permit Fee Outside Plan Check - 1.3 times the cost of outside consultant Disabled Access - Additional 10% of Building Permit Fee Energy Efficiency - Additional 10% of Building Permit Fee + 7.5% Community Development Technology Surcharge
23-041A	BUILDING PERMIT/INSPECTION	Building Permit - The current International Code Council (ICC) Building Valuation Tables including inflation indexing, plus 25%. Plumbing Permits-10% of Building Permit Fee (\$92 minimum) Mechanical Permits-10% of Building Permit Fee (\$92 minimum) Electrical Permits-10% of Building Permit Fee (\$92 minimum) + 7.5% Community Development Technology Surcharge
23-041C	OVER THE COUNTER MISCELLANEOUS BUILDING PERMIT	Water Heater - \$100 Minor (1 inspection) - \$259 per permit Major (2 inspections) - \$449 per permit + 7.5% Community Development Technology Surcharge
23-041D	EXPRESS BUILDING PERMIT	Residential Rooftop Solar Systems under 10 KW - \$475 per permit (subsidized) Other - \$633 per permit + 7.5% Community Development Technology Surcharge

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Fees Effective July 24, 2023

Ref #	Fee Name	Adopted Fees
BUILDING (continued)		
23-041D-Sign	EXPRESS SIGN PERMIT	Sign Permit - \$79 per permit (subsidized) Exclusive of Monument Signs and Pole Signs
23-048	PLAN REVISION CHECKING	\$216 plus actual cost of City staff at the fully allocated hourly rates or actual cost of consultant
23-049	BUILDING - EXTRA PLAN CHECK/INSPECTION	Plan Check - \$37 plus \$190 per hour, 1 hour minimum or the actual cost of contract consultant Inspection - \$227 per extra inspection
23-050	RESTAMPING OF APPROVED PLANS	Single Family Residential - \$206 per plan Commercial/Industrial/Multi-Family - \$375 per plan
23-051	LOST INSPECTION CARD	\$132 per card
23-051A	CHANGE OF CONTRACTOR OR RESPONSIBLE PARTY	\$206 per application
23-052	APPEAL TO BOARD OF APPEALS	\$1,378 per appeal for 70% cost recovery
23-068	GENERAL PLAN MAINTENANCE	7% of all building permits, which includes new structures and additions
23-069A	DISTRICT FORMATION PROCESSING	\$4,972 per district plus any outside consultant or legal costs
23-069B	COMMUNITY FACILITY DISTRICT ANNEXATION	\$1,436 per district plus any outside consultant or legal costs
23-117	CHANGE OF OCCUPANCY	\$259 per application

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Ref #	Fee Name	Adopted Fees
FIRE DEVELOPMENT		
23-042	FIRE BUILDING PLAN CHECK/INSPECTION	30% of Building Plan Check Fees + 7.5% Community Development Technology Surcharge
23-042A	FIRE SPRINKLER PLAN CHECK	New Residential Plan Check - \$195 plus actual cost of consultant Tenant Improvement Residential Remodel Plan Check - \$195 plus actual cost of consultant Commercial Plan Check - \$195 plus actual cost of City staff at the fully allocated hourly rates or actual cost of consultant + 7.5% Community Development Technology Surcharge
23-042B	FIRE SPRINKLER INSPECTION	Residential - \$285 Commercial - Charges at the fully allocated hourly rates plus any outside expenses + 7.5 Community Development Technology Surcharge
23-042C	EXTRA FIRE PLAN CHECK/INSPECTION	\$206 per hour extra plan check or inspection OR Charge 130% of Actual Contract Costs for projects that use contract services Fee to be assessed after initial plan check/inspection and one re-check/inspection
23-042D	SPRINKLER EXPRESS PLAN CHECK/INSPECTION	\$227 per permit + 7.5% Community Development Technology Surcharge
23-043A	FIRE ALARM PLAN CHECK	\$195 plus actual cost of consultant + 7.5% Community Development Technology Surcharge

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Fees Effective July 24, 2023

Ref #	Fee Name	Adopted Fees
FIRE DEVELOPMENT (continued)		
23-043B	FIRE ALARM INSPECTION	Single Family Residential - \$232 Other - Charges at the fully allocated hourly rates plus any outside expenses + 7.5% Community Development Technology Surcharge
23-044A	NEW FIRE HOOD/SUPPRESSION PLAN CHECK	\$121 plus actual cost of consultant + 7.5% Community Development Technology Surcharge
23-044B	NEW FIRE HOOD/SUPPRESSION INSPECTION	\$132 per project + 7.5% Community Development Technology Surcharge
23-045	PRIVATE HYDRANT SYSTEM PC/INSPECTION	\$607 per system plus actual cost of consultant + 7.5% Community Development Technology Surcharge

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Ref #	Fee Name	Adopted Fees
PUBLIC WORKS		
23-053	ON-SITE GRADING PLAN CHECK - BUILDING	Minor (Less than 50 CY/1,000 sq ft of disturbed soil) - \$79 Single Family Residence/Accessory: 50-100 CY of disturbed soil - \$333 101-500 CY of disturbed soil - \$412 501+ CY/1 acre or more of disturbed soil - \$633 Commercial/Industrial/Multifamily - \$697 plus \$164 per each 5,000 sq ft of disturbed soil after the first 5,000 sq ft Rough Grading - \$501 + 7.5% Community Development Technology Surcharge
23-053C	ENGINEERING-EXTRA PLAN CHCK/INSPECTION	\$37 per plan/inspection plus \$158 per hour per extra plan check or inspection OR Charge 130% of actual contract costs for projects that use contract services Fee to be assessed after initial plan check/inspection and one re-check/inspection
23-053D	TEMPORARY STOCKPILE PERMIT	\$422 per permit
23-053E	PLOT PLAN REVIEW	Single Family - \$79 per lot Commercial/Industrial/Multi-Family - \$158 per lot
23-053F	ENGINEERING COMMERCIAL MODIFICATION REVIEW	\$143 per application
23-053G	ON-SITE STORMWATER MANAGEMENT PLAN CHECK	Tier 3 - \$697 Tier 4 - \$1,077 Tiers 1 and 2 are included in grading plan check fees + 7.5% Community Development Technology Surcharge

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Ref #	Fee Name	Adopted Fees
PUBLIC WORKS (continued)		
23-053H	SWPPP PLAN CHECK/INSPECTION	Plan Check - \$380 Inspection - \$317 per quarter per site + 7.5% Community Development Technology Surcharge
23-053W	OWTS (SEPTIC SYSTEM) PLAN CHECK	New/Modified (associated with a structure) - \$417 per plan Replacement (not associated with a structure) - \$575 per plan + 7.5% Community Development Technology Surcharge
23-054	ON-SITE GRADING INSPECTION	Minor (Less than 50 CY/1,000 sq ft of disturbed soil) - \$121 Single Family Residence/Accessory: 50-100 CY of disturbed soil - \$306 101-500 CY of disturbed soil - \$433 501+ CY/1 acre or more of disturbed soil - \$818 Commercial/Industrial/Multi-Family - \$533 plus \$259 per each 5,000 sq ft of disturbed soil after the first 5,000 sq ft + 7.5% Community Development Technology Surcharge
23-054B	ON-SITE STORMWATER MGMT INSPECTION	\$385 per drainage facility + 7.5% Community Development Technology Surcharge
23-054W	OWTS (SEPTIC SYSTEM) INSPECTION	\$375 per permit + 7.5% Community Development Technology Surcharge

FEE SCHEDULE

Fees Effective July 24, 2023

Ref #	Fee Name	Adopted Fees
PUBLIC WORKS (continued)		
23-055	PUBLIC IMPROVEMENT PLAN CHECK	<p>\$0 - \$50,000 - 7.40% of the Engineer's Estimate (\$1,056 minimum)</p> <p>\$50,001 - \$100,000 - \$3,905 plus 4.45% of the Engineer's Estimate over \$50,000</p> <p>\$100,001 - \$500,000 - \$6,255 plus 1.55% of the Engineer's Estimate over \$100,000</p> <p>\$500,001 - \$1,000,000 - \$12,815 plus 1.07% of the Engineer's Estimate over \$500,000</p> <p>\$1,000,001 - \$2,000,000 - \$18,415 plus 0.53% of the Engineer's Estimate over \$1,000,000</p> <p>\$2,000,001+ - \$24,015 plus 0.53% of the Engineer's Estimate over \$2,000,000</p> <p>+ 7.5% Community Development Technology Surcharge</p>
23-055A	PUBLIC IMPROVEMENT INSPECTION	<p>\$0 - \$50,000 - 3.92% of the Engineer's Estimate (\$1,056 minimum)</p> <p>\$50,001 - \$100,000 - \$2,070 plus 4.07% of the Engineer's Estimate over \$50,000</p> <p>\$100,001 - \$500,000 - \$4,215 plus 0.98% of the Engineer's Estimate over \$100,000</p> <p>\$500,001 - \$1,000,000 - \$8,335 plus 0.82% of the Engineer's Estimate over \$500,000</p> <p>\$1,000,001 - \$2,000,000 - \$12,635 plus 0.47% of the Engineer's Estimate over \$1,000,000</p> <p>\$2,000,001+ - \$17,635 plus 0.47% of the Engineer's Estimate over \$2,000,000</p> <p>+ 7.5% Community Development Technology Surcharge</p>

FEE SCHEDULE

Fees Effective July 24, 2023

Ref #	Fee Name	Adopted Fees
PUBLIC WORKS (continued)		
23-055B	ENGINEERING AGREEMENTS	Public or Subdivision Improvements (Tract Map) - \$739 per agreement Deferral of Improvements (Parcel Map) - \$406 per agreement Sewer Extension Reimbursement - \$591 per agreement Oversizing Improvements Reimbursement - \$1,161 per agreement Maintenance of Stormwater Facilities - \$322 per agreement
23-056	TEMPORARY ENCROACHMENT PERMIT	Short Term - \$111 Long Term - Minor - \$206 Long Term - Major - \$797 Outdoor Dining - New - \$380 (subsidized) Outdoor Dining - Annual - \$174 (subsidized) Overhead Structure - \$164 Miscellaneous Minor Use - \$111
23-057	STANDARD ENCROACHMENT PERMIT - IMPROVEMENT	Driveway Approach: New - \$465 Replacement - \$195 New Curb/Gutter - \$465 plus \$4 for each linear foot New Sidewalk - \$322 plus \$4 for each linear foot Miscellaneous Minor - \$164 Sidewalk and Curb/Gutter Repairs- \$0 (subsidized) Non-City Maintained Road Repairs - \$0 (subsidized) Downtown Street Tree Installation/Replacement - \$0 (subsidized) Public Improvements - See 23-055 and 23-055A

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Fees Effective July 24, 2023

Ref #	Fee Name	Adopted Fees
PUBLIC WORKS (continued)		
23-058	STANDARD ENCROACHMENT PERMIT - UTILITY	Sewer Main Connection Inspection: SFR - \$269 per connect Commercial/Industrial/Multi-Family - \$428 per connect Trenching: Under 4 ft. depth - \$713 plus \$2 per linear foot 4 to 8 ft. depth - \$713 plus \$4 per linear foot Over 8 ft. depth - \$713 plus \$8 per linear foot Boring - \$713 plus \$4 per each 10 linear feet Overhead - \$713 plus \$2 per each 10 linear feet Obstructions: Surface - \$322 plus \$90 per obstruction Subsurface - \$322 plus \$63 per obstruction Overhead - \$322 plus \$42 per obstruction Potholing - \$311 per every 10 potholes or fraction thereof Broadband Fiber Installation - \$0 (subsidized)
23-058A	TRAFFIC CONTROL PLAN CHECK	Minor - \$153 per project Standard - \$306 per project Major - \$713 per project
23-058B	TRAFFIC CONTROL INSPECTION	Minor - \$63 plus \$63 per day after the first day Standard - \$137 plus \$63 per day after the first day Major - \$306 plus \$63 per day after the first day
23-058C	SPECIAL EVENT STREET CLOSURE	Review - \$137 plus the fully allocated hourly rate for all personnel involved after 1 hour Install - \$290 plus the fully allocated hourly rate for all personnel involved after 2 hours
23-058D	BLANKET ENCROACHMENT PERMIT	\$5,263 per utility per year plus \$216 per sub-permit in addition to any franchise payments
23-058E	MISCELLANEOUS ENCROACHMENT PERMIT	Request for Time Extension/Renewal of Expired Permit - \$121 per permit Encroachment without a permit - Double fees Illegal Encroachment - Actual Costs
23-059	FINAL PARCEL MAP CHECK	\$3,125 per map plus \$110 plus \$6 per lot GIS fee

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Ref #	Fee Name	Adopted Fees
PUBLIC WORKS (continued)		
23-060	FINAL TRACT MAP CHECK	\$3,969 per map plus \$43 per lot after 5 lots plus \$110 plus \$6 per lot GIS Fee Affordable Housing - \$691 per application plus \$174 per unit plus outside or legal costs
23-061	CONDOMINIUM CONVERSION FINAL MAP	\$3,252 per map Plus actual contract costs for over 15 units Plus any recording fees
23-062	FINAL MAP AMENDMENT	\$3,289 per application Certificate of Correction - \$491 per application
23-063	STREET/RIGHT OF WAY ABANDONMENT PROCESS	\$5,183 per application
23-064	CERTIFICATE OF COMPLIANCE	\$1,119 per certificate
23-065	FLOOD PLAIN LETTER	\$649 per letter
23-066	TRANSPORTATION PERMIT	\$16 - Single Trip Permit \$90 - Annual/Repetitive Permit <i>Fees are set by the State</i>
23-109	SEWER CONNECTION PROCESSING	\$84 per sewer connection permit
23-110	EMERGENCY SEWAGE SPILL RESPONSE	Charge the fully allocated hourly rates for all personnel involved plus any outside or material costs

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Ref #	Fee Name	Adopted Fees
POLICE		
23-069	CODE ENFORCEMENT	Recover the full costs related to the enforcement of the City's codes at a particular parcel if the parcel is not brought into compliance and court action is necessary. Notice of Non-Compliance - \$263 plus County fees
23-070	NOISE DISTURBANCE RESPONSE CALL-BACK	Full costs of all responding personnel
23-071	POLICE FALSE ALARM RESPONSE	First three responses within a calendar year - No Charge Each subsequent false alarm within a calendar year - \$190 per response
23-072	DUI ACCIDENT RESPONSE INVESTIGATION	Charge the fully allocated hourly rate for all emergency personnel responding, not to exceed \$12,000 per incident by State Law.
23-073	VEHICLE EQUIPMENT CORRECTION INSPECTION	\$74 per inspection
23-074	VIN VERIFICATION	\$84 per request
23-075	STORED/IMPOUNDED VEHICLE RELEASE	\$153 per vehicle
23-076	REPOSSESSED VEHICLE RELEASE	\$15 per vehicle This fee is set by State Law
23-078	RECORDS CHECK/CLEARANCE LETTER	\$37 per letter plus notary fee if applicable
23-079	LIVE SCAN FINGERPRINT PROCESSING	No Charge - Volunteers for Seniors/Youth \$18 per person - community group coaches or leaders \$37 per person - all others
23-080	POLICE REPORT COPY	As this service is covered by the Public Records Act, the fee should match the City's copy charge fee: 1st page - \$0.50 each additional page - \$0.10
23-081	POLICE DIGITAL FILE REPRODUCTION	\$5 per device

FEE SCHEDULE

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Ref #	Fee Name	Adopted Fees
POLICE (continued)		
23-082	CONCEALED CARRY WEAPONS LICENSE	Fee is set by State Law: New application - \$100 Renewal application - \$25 Amended application - \$10 Psychological testing costs are to be added to the above fee up to \$150 20% of the fee is collected upon filing of the initial application and is non-refundable. The balance of the fee is collected on issuance of the license.
23-083	CIVIL SUBPOENA OF RECORDS	Reasonable Costs as set by State Law Deposit and Travel as set by State Law Fees are set by State Law (Evidence Code §1563 and Government Code §68096.1)
23-084	DUCES TECUM SUBPOENA	Reasonable Costs as set by State Law Fees are set by State Law (Evidence Code §1563)
23-085	POLICE SPECIAL SERVICES	Full costs of all personnel required, plus any actual material or equipment expenses required for the event.

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Ref #	Fee Name	Adopted Fees
FIRE		
23-045A	FIRE SPRINKLER SERVICE LETTER	\$53 per letter
23-045B	FIRE CODE POSITION LETTER	\$317 per letter
23-046	FIRE FLOW TEST	\$259 per test
23-086	TEMPORARY TENT/CIRCUS PERMIT	\$227 per permit plus \$100 per day after the first day
23-086A	PERMANENT TENT PERMIT	\$227 per permit
23-089	UNDERGROUND TANK REMOVAL	\$227 per tank - 1st inspection \$121 per tank - each subsequent inspection
23-090	FIRE CODE PERMIT	\$206 per permit
23-091	ENGINE COMPANY INSPECTION	First 2 inspections - no charge 3rd and subsequent inspections - \$206 per inspection
23-091A	SCHOOLS/HOTEL/MOTEL/ASSISTED LIVING FACILITY INSPECTION	\$538 per facility plus \$116 per floor after the first floor Fee includes two inspections
23-091B	DAY CARE/GROUP HOME INSPECTION	Day Care/Group Home Facility Consultation - \$50 (maximum allowed under State law) Day Care Inspection - \$50 per permit (subsidized) Group Home Facility Inspection - \$232 per permit Fee includes two inspections
23-091C	APARTMENT INSPECTION	3-15 units - \$185 16-50 units - \$285 51-100 units - \$491 101+ units - \$697 Fee includes two inspections

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Ref #	Fee Name	Adopted Fees
FIRE (continued)		
23-092	FIRE FALSE ALARM RESPONSE	First 3 responses in a calendar year - No Charge Each subsequent response in a calendar year - \$401 per response
23-092A	NURSING HOME LIFT ASSIST	First 3 responses in a calendar year - No Charge Each subsequent response in a calendar year - \$465 per response
23-093	WEED ABATEMENT PROGRAM	Actual costs plus 166% Administrative Fee plus \$282 flat fee if lot must be cleared by the City This program is designed to only recover the cost of the properties that do not comply.
23-094	HAZARDOUS MATERIALS RESPONSE	Charge the fully allocated hourly rates for all personnel involved.
23-095	NEGLIGENT INCIDENT RESPONSE	Charge double the fully allocated hourly rates for all personnel involved.
23-096	FIRE/ARSON INVESTIGATION	Charge the fully allocated hourly rates for all personnel involved.
23-098	FIRE INCIDENT REPORT COPY	As this service is covered by the Public Records Act, the fee should match the City's copy charge fee: 1st page - \$0.50 each additional page - \$0.10
23-098A	FIRE CODE OCCUPANCY LETTER	\$232 per letter
23-098B	FIRE MISCELLANEOUS SERVICES	Charge all staff at the fully allocated hourly rates plus any outside or legal expenses

FEE SCHEDULE

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Ref #	Fee Name	Adopted Fees
RECREATION		
23-099	ADULT SPORTS	<p>The City Manager or Designee may set and change Adult Sports Fees according to cost recovery guidelines and local trends. This authorization is intended to allow the Recreation Division to offer new and revised programs between fee updates. Current Fees are as follows:</p> <p>Adult Softball: \$719 per team + \$5 per nonresident player or additional 10% if 8 or more nonresident players</p> <p>Adult Basketball: \$473 per team + \$5 per nonresident player or additional 10% if 8 or more nonresident players</p> <p>Adult Kickball: \$421 per team + \$5 per nonresident player or additional 10% if 8 or more nonresident players</p> <p>Adult Volleyball: \$355 per team + \$5 per nonresident player or additional 10% if 8 or more nonresident players</p> <p>Adult Drop-in Programs: \$2 per person</p> <p>Light Fee: \$24 per hour</p> <p>Late Fee: After registration \$60 per team</p> <p>Forfeit Fee: \$30 per team</p> <p>Protest Fee: \$24 per team</p> <p>Add/Drop Fee: \$24 per transaction</p>

FEE SCHEDULE

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Ref #	Fee Name	Adopted Fees
RECREATION (continued)		
23-100	YOUTH SPORTS	<p>The City Manager or Designee may set and change Youth Sports Fees according to cost recovery guidelines and local trends. This authorization is intended to allow the Recreation Division to offer new and revised programs between fee updates. Current Fees are as follows:</p> <p>Jr. Volleyball - \$100 per resident participant or \$110 for nonresident participants (\$5 discount for each additional family member)</p> <p>Youth Basketball - \$111 per participant or \$122 per nonresident participant (\$5 discount for each additional family member)</p> <p>T-Ball - \$100 per resident participant or \$110 for nonresident participant (\$5 discount for each additional family member)</p> <p>\$11 late fee per participant or family</p>
23-103	CONTRACT RECREATION CLASSES	<p>City Contract Instructors receive 70% of the class fee and the City receives the remaining 30% for off-site classes and/or existing instructors.</p> <p>City Contract Instructors receive 60% of the class fee and the City receives the remaining 40% for on-site classes and/or new instructors.</p>
23-104	CITY SPECIAL EVENTS	<p>The City Manager or Designee may set and change Special Events according to cost recovery guidelines and local trends. This authorization is intended to allow the Recreation Division to offer new and revised programs between fee updates. Current Fees are as follows:</p> <p>1st Banner Position - No charge Additional Banner Positions - \$58 each per week according to policy</p> <p>A temporary banner removal fee of \$30 will be charged if banner is left up more than one day after the event.</p>

FEE SCHEDULE

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Ref #	Fee Name	Adopted Fees
RECREATION (continued)		
23-104	CITY SPECIAL EVENTS (continued)	<p>Cruise Night: \$30 per car during pre-registration \$45 per car the night of the event</p> <p>Craft Faire \$69 per inside space for residents \$85 per inside space for nonresidents \$59 per outside space for residents \$75 per outside space for nonresidents</p> <p>Father/Daughter Dance: \$36 per couple for residents \$41 per couple for nonresidents + \$5 for each additional daughter</p> <p>Booth Fee (Booths allowed in accordance with City policy at other City-run events) \$0 Nonprofit vendors \$70 For Profit Vendors</p> <p>Other Special Events: Fully allocated cost of required personnel</p>
23-145	SPECIAL EVENT PERMIT	<p>Private Property 1-99 attendees - \$263 per application (subsidized) 100+ attendees - \$845 per application</p> <p>Public Property 1-99 attendees - \$1,156 per application 100+ attendees - \$3,368 per application</p> <p>Still Photography - \$48 per application</p> <p>Film Permit - \$375 per application</p> <p>Plus actual costs as necessary as determined by staff.</p>
23-105	TRIPS AND TOURS	Charge the direct cost of the trip

FEE SCHEDULE

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Ref #	Fee Name	Adopted Fees
RECREATION (continued)		
23-148	ADVERTISING	<p>The City Manager or designee may set and change Advertising Fees according to cost recovery guidelines and local market trends. This authorization is intended to allow the Recreation Division to offer new and revised programs between fee updates. Current Fees are as follows:</p> <p>\$134 1/8 Page Ad \$211 1/4 Page Ad \$314 1/2 Page Ad \$262 Banner Ad \$591 Full Page Ad \$848 Inside Back Cover \$848 Inside Front Cover \$1,542 Back Cover</p>

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Ref #	Fee Name	Adopted Fees
PAVILION		
23-138	PAVILION CLEANING FEE	<p>Security Deposit: All special events require a \$453 security deposit.</p> <p>Security Guards: All events where alcohol is served require one guard per 100 people. \$25+ actual cost of security service (minimum of 4 hours)</p> <p>Application Fee: \$6 each</p> <p>Cleaning Fee: \$25 + contract cleaning charge + any repair costs for damage to the facility + fully allocated hourly rate of City personnel</p> <p>Cleaning Fee will be applied at the discretion of the City Manager or Designee. (In general it will be required for all rentals where food and/or beverages are served, for all day Saturday rentals and other large events where a cleaning crew is required.)</p>
23-106	PAVILION RENTAL	<p>Rotary Room: Weekdays: \$52 per hour for residents \$58 per hour for nonresidents/commercial \$43 per hour for non-profits</p> <p>Rotary Room: Weekdays: \$52 per hour for residents \$58 per hour for nonresidents/commercial \$43 per hour for non-profits</p> <p>Gronstrand Room: Weekdays: \$45 per hour for residents \$52 per hour for nonresidents/commercial \$37 per hour for non-profits</p> <p>Evenings and Sundays: \$58 per hour for residents \$64 per hour for nonresidents/commercial \$37 per hour for non-profits</p>

FEE SCHEDULE

Fees Effective July 24, 2023

Ref #	Fee Name	Adopted Fees
PAVILION (continued)		
23-106	PAVILION RENTAL (continued)	<p>Community Room: Weekdays: \$39 per hour for residents \$39 per hour for nonresidents/commercial \$31 per hour for non-profits Evenings and Sundays: \$45 per hour for residents \$45 per hour for nonresidents/commercial \$31 per hour for non-profits</p> <p>Kitchen: Weekdays: \$58 per hour for residents \$64 per hour for nonresidents/commercial \$31 per hour for non-profits Evenings and Sundays: \$71 per hour for residents \$77 per hour for nonresidents/commercial \$31 per hour for non-profits</p> <p>Great Room: Weekdays: \$91 per hour for residents \$103 per hour for nonresidents/commercial \$73 per hour for non-profits Great Room: Evenings and Sundays: \$122 per hour for residents \$143 per hour for nonresidents/commercial \$73 per hour for non-profits</p> <p>Combined: (Includes Great Room, Community Room, Kitchen and Lobby, Saturday Only) \$2,495 per day + \$225 cleaning fee for residents \$3,141 per day + \$225 cleaning fee for nonresidents/commercial</p>

FEE SCHEDULE

Fees Effective July 24, 2023

Ref #	Fee Name	Adopted Fees
PAVILION (continued)		
23-106	PAVILION RENTAL (continued)	<p>\$73 per hour, 12 hour min for non-profits (Great Room only), additional fees apply for use of any other rooms</p> <p>Lakeside Room: \$45 per hour for residents \$45 per hour for nonresidents/commercial \$31 per hour for non-profits</p>
23-139	PAVILION EQUIPMENT RENTALS	<p>Non-profit organizations may receive a 50% discount on equipment rental fees. Upon approval of the City Manager or Designee, non-profit organizations that have ongoing rental agreements with the Pavilion on the Lake and have made significant donations to the City facilities are eligible to receive a full waiver of rental items.</p> <p>Gazebo Chairs: \$1.90 per chair + \$45 set-up fee Stage: \$13 per 4' x 8' piece Podium: \$25 per day Sound System: \$129 per day Portable Projector Screens: \$19 per day Electric Projector Screens: \$33 per day LCD Projector: \$129 per day Lattice Screen: \$33 each without lights \$64 each with lights Mirrors: \$2 each Candleholders: \$1 each Wireless Internet: \$33 per day</p>
23-140	GAZEBO RENTALS	\$201 per day
23-141	RANGER HOUSE RENTALS RANGER HOUSE RENTALS-ZOO ROOM	<p>\$39 per hour for residents \$39 per hour for nonresidents/commercial \$31 per hour for non-profit</p>

FEE SCHEDULE

Fees Effective July 24, 2023

Ref #	Fee Name	Adopted Fees
COLONY PARK COMMUNITY CENTER		
23-150	YOUTH & TEEN SERVICES	<p>Teen Center membership - \$20 per year</p> <p>Teen Center membership card replacement - \$2 per card</p> <p>Teen Center Summer Club - \$106 per week</p>
23-106A	COLONY PARK COMMUNITY CENTER RENTAL	<p>Non-refundable Deposit: All bookings require a 50% non-refundable deposit. Cancellations will forfeit the deposit</p> <p>Security Deposit: May be required at the discretion of the City Manager or Designee (refundable after event if no damages/extra charges apply).</p> <p>Security Guards: At the discretion of the City Manager or Designee, events require one guard per 100 people. \$25 + actual cost of security service</p> <p>Additional Staff Time: An additional hourly rental charge of \$25 per hour will apply if the City is required to schedule additional personnel in order to accommodate the event</p> <p>Fitness (Dance & Exercise Rooms Combined): Weekdays: \$56 per hour for residents \$62 per hour for nonresidents \$47 per hour for non-profits</p> <p>Fitness (Dance & Exercise Rooms Combined): Evenings, Saturdays and Sundays: \$74 per hour for residents \$80 per hour for nonresidents \$64 per hour for non-profits</p> <p>Conference Room: Weekdays: \$38 per hour for residents \$43 per hour for nonresidents \$29 per hour for non-profits</p> <p>Evenings, Saturdays and Sundays: \$56 per hour for residents \$62 per hour for nonresidents \$47 per hour for non-profits</p>

FEE SCHEDULE

Fees Effective July 24, 2023

Ref #	Fee Name	Adopted Fees
COLONY PARK COMMUNITY CENTER (continued)		
23-106A	COLONY PARK COMMUNITY CENTER RENTAL (continued)	<p>Gymnasium:</p> <p>Weekdays: \$70 per hour for residents \$88 per hour for nonresidents \$61 per hour for non-profits</p> <p>Evenings, Saturdays and Sundays: \$88 per hour for residents \$105 per hour for nonresidents \$78 per hour for non-profits</p> <p>Arts and Crafts Room:</p> <p>Weekdays: \$43 per hour for residents \$50 per hour for nonresidents \$35 per hour for non-profits</p> <p>Evenings, Saturdays and Sundays: \$62 per hour for residents \$68 per hour for nonresidents \$53 per hour for non-profits</p> <p>Cleaning Fee: \$25 + contract cleaning charge + any repair costs for damage to the facility + fully allocated hourly rate of City personnel</p>

FEE SCHEDULE

Fees Effective July 24, 2023

Ref #	Fee Name	Adopted Fees
PARKS & FACILITIES RENTALS		
23-106B	COMMUNITY CENTER CLEANING FEE	Cleaning Fee will be applied at the discretion of the City Manager or Designee. (In general it will be required for all rentals where food and/or beverages are served, for all day Saturday rentals and other large events where a cleaning crew is required.)
23-106C	COLONY PARK COMMUNITY CENTER EQUIPMENT RENTALS	Table and chair set up (groups of 50+): \$50 Scoreboard: \$31 per day Podium: \$31 per day TV/DVD: \$31 per day Sound system: \$124 per day Stage: \$12 per 4' x 8' piece Portable projector screen: \$25 per day Coffee service: \$3 per person (10 person min.)
23-160	CITY HALL RENTALS	Public Meeting Room (M-F 8:00-5:00): \$30 per hour for non-profit \$51 per hour for private resident \$57 per hour for private nonresident If outside of business hours: + Fully allocated hourly rate of all City personnel required \$55 per event cleaning fee for events that serve food City Council Chambers (M-F 8:00-5:00) 2 hour minimum rental \$108 per hour for non-profit \$139 per hour for private resident \$152 per hour for private nonresident \$575 non-refundable security deposit and a separate cleaning fee are required for events that serve food and/or drinks or are longer than 2 hours City Council Chambers (Friday Evenings) 2 hour minimum rental \$472 per hour for non-profit \$575 per hour for private resident \$632 per hour for private non-resident \$575 non-refundable security deposit and a separate cleaning fee are required for events that serve food and/or drinks or are longer than 2 hours

FEE SCHEDULE

Fees Effective July 24, 2023

Ref #	Fee Name	Adopted Fees
PARKS & FACILITIES RENTALS (continued)		
23-160	CITY HALL RENTALS (continued)	<p>City Council Chambers (Saturday & Sunday) \$3,953 per day for non-profit \$5,962 per day for private resident \$6,558 per day for private non-resident \$595 per hour in excess of 10 hours \$1,193 reservation deposit required \$109 per event cleaning fee for events that serve food and/or drinks</p> <p>Event Photography (Saturday & Sunday) 2 hour minimum \$189 per hour for private resident \$253 per hour for private nonresident</p> <p>Outdoor event Ceremony (Saturday & Sunday) \$443 per ceremony</p>

FEE SCHEDULE

Fees Effective July 24, 2023

Ref #	Fee Name	Adopted Fees
PARKS & FACILITIES RENTALS (continued)		
23-107A	PARK RENTALS	<p>In case of inclement weather, the applicant may request a refund of usage fees subject to an administrative fee or reschedule the reservation date subject to a reservation modification fee.</p> <p>In addition to the base rental rate listed below, all park facility charges are also subject to the following charges as applicable:</p> <ul style="list-style-type: none"> \$19 Reservation change or modification fee \$15 Use of utilities fee <p>Security Guards: At discretion of City Manager or Designee, events where alcohol is served require one guard per 100 people. \$25 + actual cost of security service</p> <p>Fully allocated hourly rate of all City personnel required for the event will be charged</p> <p>Barbeque Areas: \$68 per day for Paloma BBQ Areas \$68 per day for Lake Park BBQ Areas \$37 per day for Colony Park BBQ Areas \$93 per day for all 3 Colony Park BBQ areas</p> <p>Lake Park Bandstand: \$61 for nonprofits \$102 for all others</p> <p>Faces of Freedom Veterans Memorial: \$88 per day No fee for veteran's organizations, individual veterans, or families of veterans for services and events. No security deposit will be required for these events.</p> <p>Sunken Gardens: \$197 per day for non-profit \$463 per day for all others</p>

FEE SCHEDULE

Fees Effective July 24, 2023

Ref #	Fee Name	Adopted Fees
PARKS & FACILITIES RENTALS (continued)		
23-107A	PARK RENTALS (continued)	<p>Plaza at La Plaza: \$197 per day for non-profit \$463 per day for all others</p> <p>Equestrian Arena: \$124 per day private use \$244 security deposit</p> <p>Lake Park Special Event: \$585 per day for non-profits \$927 per day for others</p> <p>Stadium Park: \$878 per day for non-profits for a > 150 person event \$1,854 per day for all others for a >150 person event \$248 per day for non-profits for a <= 150 person event \$618 per day for all others for a <= 150 person event</p> <p>Paloma Creek Park Horseshoe Pits: \$16 per hour (2 hour minimum)</p> <p>Paloma Creek Park Sand Volleyball Court: \$16 per hour (2 hour minimum)</p> <p>Colony Park Bocce Ball Courts: \$16 per hour (2 hour minimum)</p> <p>Colony Park Pickleball Courts: \$16 per hour per court \$238 all four courts for the day</p> <p>Colony Park Outdoor Basketball Courts: \$16 per hour</p> <p>Corn Hole Board Set Rental With Bags: \$36 per day plus \$115 refundable security deposit</p>

FEE SCHEDULE

Fees Effective July 24, 2023

Ref #	Fee Name	Adopted Fees
PARKS & FACILITIES RENTALS (continued)		
23-107	BALLFIELD/PARK FACILITY RENTAL	<p>Ballfield and Open Fields fees: in addition to in-kind contributions</p> <ul style="list-style-type: none"> \$31 per hour for field \$25 per hour for lights \$31 base rental per field (+ \$500 deposit) \$62 for field lining (one time per day)
23-107B	BALLFIELD FACILITY TOURNAMENT RENTAL	<p>A Non-refundable deposit of 50% required on all bookings (unless a higher deposit is noted). There are no refunds due to bad weather.</p> <p>In addition to the rental rate listed below, all tournaments are also subject to the following charges as applicable:</p> <ul style="list-style-type: none"> Fully allocated hourly rate of all City personnel required for the event will be charged \$25 per hour for lights \$31 per field per day base rental fee (+\$500 deposit) \$62 facility key replacement fee \$62 field lining fee (one time per day) <p>In addition to in-kind contributions rental fees will be as follows:</p> <ul style="list-style-type: none"> \$31 per hour per field or \$494 per day (12 hours max) for two fields \$865 for two days (24 hours max) for two fields <p>Any rental of fields that is 5 or more hours will be treated as a Tournament and Tournament fees and policies will apply.</p>

FEE SCHEDULE

Fees Effective July 24, 2023

Ref #	Fee Name	Adopted Fees
ZOO		
23-108	ZOO SERVICES	<p>Admissions:</p> <ul style="list-style-type: none"> \$13 General (13 and up) \$11 Senior (65 and up) \$8 Child (5-12) \$5 Child (3-4) <p>Military Day at the Charles Paddock Zoo - One dedicated day will be chosen during the year to offer "FREE Admission" for Active Military and their families. In the past, this day has been referred to as Armed Forces Day.</p> <p>Stroller Rental:</p> <ul style="list-style-type: none"> \$5 per day - basic \$6 per day - theme <p>Educational Programs: fees set by Zoo Director based on market conditions and cost of items being resold</p> <p>School Presentations, Camps, Special Programs: fees set by the Zoo Director based on market conditions and estimated variable costs of the program.</p> <p>Birthday parties: \$11-\$16 per child, based on market conditions and costs of items included</p> <p>Zoo Asset Sales: fees set by the Zoo Director, based on market conditions.</p> <p>Zoo Concessions, Vending & Gifts: fees set by the Zoo Director, based on market conditions and cost of items being resold.</p> <p>Zoo Garden Event Center:</p> <p>In case of inclement weather, the applicant may request a refund of usage fees subject to an administrative fee or reschedule the reservation date subject to a reservation modification fee.</p> <p>Security Deposit: A Security Deposit may be required.</p> <p>Security Guards: At the discretion of the City Manager or designee, events require one guard per 100 people. \$25+ actual cost of security service (minimum of 4 hours)</p>

FEE SCHEDULE

Fees Effective July 24, 2023

Ref #	Fee Name	Adopted Fees
ZOO (continued)		
23-108A	ZOO GARDEN EVENT CENTER	<p>Weekdays: \$48 per hour for residents \$53 per hour for nonresidents/commercial \$40 per hour for non-profits</p> <p>Evenings* and Weekends: \$58 per hour for residents \$69 per hour for nonresidents/commercial \$40 per hour for non-profits</p> <p>Equipment (per rental) \$122 Sound System Rental \$31 Wi-Fi</p> <p style="text-align: center;"><i>* Evenings begin at 5 p.m.</i></p> <p>Additional Staff Time: An additional hourly rental charge of \$25 per hour will apply if the City is required to schedule additional personnel in order to accommodate the event</p> <p>Cleaning Fee: \$25 + contract cleaning charge + any repair costs for damage to the facility + fully allocated hourly rate of City personnel</p> <p>Cleaning Fee will be applied at the discretion of the City Manager or Designee. (In general it will be required for all rentals where food and/or beverages are served, for all day Saturday rentals and other large events where a cleaning crew is required.)</p> <p>Electricity is included in the rental fee. Tables, chairs, and restroom facilities are not included.</p>

FEE SCHEDULE

Fees Effective July 24, 2023

Ref #	Fee Name	Adopted Fees
BUSINESS LICENSES		
23-116	NEW BUSINESS LICENSE APPLICATION	\$90 per application Planning, Building, and Fire fees are separate
23-118A	BUSINESS LICENSE REPRINT	\$37 per reprint
23-119	SOLICITOR PERMIT	\$74 per permit plus \$11 per card
23-077	SPECIAL BUSINESS DOJ CHECK	\$243 per application plus any DOJ fees
23-067	BLUEPRINT/MAP REPRODUCTION	Actual cost of reproduction GIS printout fee based on actual time spent by staff Large building plan copy: \$5 per sheet

FEE SCHEDULE

Fees Effective July 24, 2023

Ref #	Fee Name	Adopted Fees
GENERAL		
23-115	DAMAGE TO CITY PROPERTY REPAIR	Charge the fully allocated hourly rates for all required personnel plus any material costs.
23-120	RETURNED CHECK PROCESSING	\$90 per NSF check
23-121	ELECTRONIC FILE COPY SERVICE	\$5 per device
23-122	DOCUMENT CERTIFICATION	\$33 per document
23-123	CANDIDATE/INITIATIVE FILING	<p>Candidate - \$25 per candidate</p> <p>Initiative - \$200 per initiative</p> <p>Fee is refundable to the filer, if within one year of filing the notice of intent, the elections official certifies the sufficiency of the petition.</p> <p>Fees are set by Sate Law</p>
23-124	RECORDS COMPILATION SERVICE	Charge the fully allocated hourly rates for all required personnel and any outside costs in accordance with Government Code section 6253.9.
23-125	DOCUMENT REPRODUCTION	<p>Copying/Scanning/Faxing:</p> <p>Black & White:</p> <p>\$0.50 - 1st page</p> <p>\$0.10 - each additional page</p> <p>Color Copies:</p> <p>\$1 per page</p> <p>Fair Political Practices Commission copies - \$.10 per page</p> <p>Contract reproduction of documents:</p> <p>Actual cost of reproduction</p> <p>Additional \$5 per request for statements five or more years old</p>
23-127	CREDIT CARD PROCESSING	4.5% of the amount charged

FEE SCHEDULE

Fees Effective July 24, 2023

Ref #	Fee Name	Adopted Fees
GENERAL (continued)		
23-142	MAILING NOTICES/LETTERS & LABELS	0-50 Labels: \$124 51-100 Labels: \$186 101-150 Labels: \$248 151+ Labels: \$309 0-50 Notices: \$93 51-100 Notices: \$155 101-150 Notices: \$216 151+ Notices: \$216 plus \$1 per item over 150 Plus actual cost of postage or other mailing fee
23-130A	ACTIVE NET REGISTRATION	Administrative fee associated with registering for an activity online through Active Net: Activity cost between \$0-\$10.99 - \$1.00 Activity cost between \$11.00-\$39.99 - \$1.10 Activity cost between \$40.00-\$199.99 - \$2.20 Activity cost \$200+ - \$11.00
23-131	DIRECTOR APPROVED FEE WAIVER	With the approval of the Administrative Services Director, staff would have the ability to waive certain fees that were incurred due to staff error.
23-131A	WAIVER OF NOMINAL AMOUNTS	Waive nominal amounts up to \$25 that are due to the City or owed by the City to reduce administrative cost burden.