Fees Effective July 28, 2025

Fees Effective July 28, 2025		
Ref#	Fee Name	Adopted Fees
	PL	ANNING
25-001	ADMINISTRATIVE USE PERMIT REVIEW	Non-commercial wall mural - No charge Minor Outdoor Amplified Music - \$112 per application (subsidized) Other - \$2,151 per application
25-001- Sign	SIGNAGE ADMINISTRATIVE USE PERMIT REVIEW	\$112 per application, inclusive of noticing and label generation fees (subsidized)
25-002	MINOR CONDITIONAL USE PERMIT REVIEW	\$3,131 per application
25-003	MAJOR CONDITIONAL USE PERMIT REVIEW	Standard (less than 5 acres) - \$6,670 per application Major (5 acres or greater) - \$10,820 per application
25-004	VARIANCE APPLICATION	\$3,338 per application
25-006	DEVELOPMENT AGREEMENT	\$16,802 deposit with staff charges at the fully allocated hourly rates plus any outside or legal expenses
25-006A	PLANNING AGREEMENT PREPARATION	\$185 per agreement
25-007	SPECIFIC PLAN	\$13,441 deposit with staff charges at the fully allocated hourly rates plus any outside or legal expenses
25-008	GENERAL PLAN/ZONING MAP AMENDMENT	\$6,446 per application
25-010	GENERAL PLAN/ZONING TEXT AMENDMENT	Minor - \$2,677 per application Major - \$7,017 per application Combined with a map and/or master plan of development (CUP) - 50% of these fees
25-011	TENTATIVE PARCEL MAP	\$5,830 per application

25-012

TENTATIVE TRACT MAP

\$8,244 per map plus \$106 per lot over 10 lots

Ref#	Fee Name	Adopted Fees

	PLANNING (continued)		
25-013	CONDOMINIUM CONVERSION TENTATIVE MAP	\$7,129 per map plus \$118 per unit over 15 units Commercial - \$3,181 per map	
25-014	PRECISE PLAN	\$2,212 per application	
25-015	MAP/CONDITIONAL USE PERMIT RECONSIDERATION/AMENDMENT REVIEW	\$2,895 per application	
25-015A	PLANNED DEVELOPMENT REPEAL	\$1,299 per application	
25-016	ENVIRONMENTAL IMPACT REPORT REVIEW	\$1,299 per application	
25-016A	ENVIRON MITIGATION NEGATIVE DECLARATION	Standard - \$3,405 per application in addition to other application fees where applicable Expanded - \$5,679 per application in addition to other application fees where applicable	
25-016B	ENVIRONMENTAL CATEGORICAL EXEMPTION	\$241 per application Class 32 - \$1,131 per application Plus any filing fees	
25-016C	ENVIRONMENTAL IMPACT REPORT/MITIGATED NEGATIVE DECLARATION ADDENDUM	\$2,940 per application in addition to other application fees where applicable	
25-017	ANNEXATION	\$22,402 deposit with staff charges at the fully allocated hourly rates plus any outside or legal expenses	
25-018	LOT LINE ADJUSTMENT REVIEW	Historic Conflict Lot Line Adjustment - \$1,680 per application (subsidized) Other - \$2,246 per application	
25-018A	MINISTERIAL SUBDIVISIONS	Urban Lot Split- \$2,879 per application Small Lot Subdivision - \$2,879 per application	
25-019	VOLUNTARY LOT MERGER	\$986 per application	

Ref#	Fee Name	Adopted Fees

PLANNING (continued)		
25-022	SUBSTANTIAL CONFORMANCE FINDING	\$666 per application
25-023	FINDING OF CONVENIENCE & NECESSITY	\$554 per application
25-024	TEMPORARY OCCUPANCY REVIEW	Commercial/Industrial/Multi-Family - \$1,271 per application Single Family Residential - \$560 per application
25-025	ADMINISTRATIVE TIME EXTENSION REVIEW	\$627 per application
25-026	PLANNING COMMISSION TIME EXTENSION REVIEW	\$1,036 per application
25-027	CONTINUANCE	\$336 per application
25-028	APPEAL TO PLANNING COMMISSION	\$1,714 per application for 70% cost recovery
25-029	APPEAL TO CITY COUNCIL	\$1,927 per application for 70% cost recovery
25-030	NATIVE TREE REMOVAL PERMIT	Dead/Diseased Tree - No Charge Non-Heritage Tree - \$274 per permit Heritage Tree - \$1,305 per permit
25-031	TREE PROTECTION PLAN / INSPECTION FOR BUILDING PERMIT	Minor (No Arborist Required) - No charge if done in conjunction with Planning Plan Check fee or \$90 per review if done independently Major - \$364 per application Fee includes one inspection and one re-inspection
25-032	RE-INSPECT TREE PROTECTION	\$185 per inspection Fee imposed on the third and any subsequent inspections

Ref#	Fee Name	Adopted Fees

	PLANNING (continued)		
25-037	BUILDING ADDRESS ASSIGNMENT PROCESSING	SFR/Duplex - \$90 per application 3-10 Units - \$134 per application 11-20 Units - \$409 per application Each Additional Unit over 20 - \$28	
25-038	REAL ESTATE/PROPERTY INFO LETTER	\$258 per letter	
25-039	CONSTRUCTION OPERATION AFTER-HOURS	\$588 per application	
25-040	PLANNING REVIEW/APPROVAL OF ENCROACHMENT PERMT	\$230 per permit	
25-040A	PLANNING REVIEW / APPROVAL OF BUILDING PERMIT	Base Fee - 15% of the Building Permit Fee CUP/PD Compliance - \$638 per application DRC Review - \$549 per application + 7.5% Community Development Technology Surcharge	
25-040B	PLANNING INSPECTION	\$185 per inspection	
25-040C	PLANNING- EXTRA PLAN CHECK/INSPECTION	\$185 per hour OR 1.3 times the actual cost of contract consultant	
25-040D	PLANNING BUSINESS LICENSE REVIEW	Commercial Zoning Clearance - \$90 per application Home Occupation - \$90 per application Change of Owner - \$78 per application	
25-040E	BUILDING BUSINESS LICENSE INSPECTION	\$202 per business	
25-040F	COMMUNITY DEVELOPMENT MISCELLANEOUS SERVICES	Charge all staff at the fully allocated hourly rates plus any outside legal expenses	
25-040G	COMMUNITY DEVELOPMENT TECHNOLOGY SURCHARGE	7.5% of fees as detailed in the individual services	

Ref#	Fee Name	Adopted Fees	
	BUILDING		
		Plan Check - 65% of Building Permit Fee	
		Disabled Access - Additional 10% of Building Permit Fee	
25 044	DI III DINIC DI ANI CHECK	Energy Efficiency - Additional 10% of Building Permit Fee	
25-041	BUILDING PLAN CHECK	OR	
		Outside Plan Check - 1.3 times the cost of outside consultant	
		+ 7.5% Community Development Technology Surcharge	
	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 (\$97 minimum)	
25-041A		Mechanical Permits-10% of Building Permit Fee (\$97 minimum)	
		Electrical Permits-10% of Building Permit Fee (\$97 minimum)	
		+ 7.5% Community Development Technology Surcharge	
25-041C	OVER THE COUNTER MISCELLANEOUS BUILDING PERMIT	Water Heater - \$106 Minor (1 inspection) - \$274 per permit Major (2 inspections) - \$476 per permit	
		+ 7.5% Community Development Technology Surcharge	
25-041D	EXPRESS BUILDING PERMIT	Residential Rooftop Solar Systems under 10 KW - \$504 per permit (subsidized) Other - \$672 per permit	
		+ 7.5% Community Development Technology Surcharge	

Fees Effective July 28, 2025

Ref#	Fee Name	Adopted Fees
BUILDING (continued)		
25-041D- Sign	EXPRESS SIGN PERMIT	Sign Permit - \$84 per permit (subsidized) Exclusive of Monument Signs and Pole Signs
25-048	PLAN REVISION CHECKING	\$230 plus actual cost of City staff at the fully allocated hourly rates or actual cost of consultant

BUILDING - EXTRA PLAN

LOST INSPECTION CARD

RESPONSIBLE PARTY

DISTRICT FORMATION

CHANGE OF OCCUPANCY

PROCESSING

ANNEXATION

RESTAMPING OF APPROVED

CHANGE OF CONTRACTOR OR

APPEAL TO BOARD OF APPEALS

GENERAL PLAN MAINTENANCE

COMMUNITY FACILITY DISTRICT

CHECK/INSPECTION

PLANS

25-049

25-050

25-051

25-051A

25-052

25-068

25-069A

25-069B

25-117

Plan Check - \$39 plus \$202 per hour, 1 hour

Inspection - \$241 per extra inspection

\$140 per card

legal costs

legal costs

\$274 per application

\$218 per application

structures and additions

Single Family Residential - \$218 per plan

\$1,462 per appeal for 70% cost recovery

7% of all building permits, which includes new

\$5,276 per district plus any outside consultant or

\$1,523 per district plus any outside consultant or

minimum or the actual cost of contract consultant

Commercial/Industrial/Multi-Family - \$398 per plan

Ref#	Fee Name	Adopted Fees

	FIRE DEVELOPMENT		
25-042	FIRE BUILDING PLAN CHECK/INSPECTION	30% of Building Plan Check Fees + 7.5% Community Development Technology Surcharge	
		New Residential Plan Check - \$207 plus actual cost of consultant Tenant Improvement Residential Remodel Plan	
25-042A	FIRE SPRINKLER PLAN CHECK	Check - \$207 plus actual cost of consultant Commercial Plan Check - \$207 plus actual cost of City staff at the fully allocated hourly rates or actual cost of consultant + 7.5% Community Development Technology	
25-042B	FIRE SPRINKLER INSPECTION	Surcharge Residential - \$302 Commercial - Charges at the fully allocated hourly rates plus any outside expenses + 7.5 Community Development Technology	
25-042C	EXTRA FIRE PLAN CHECK/INSPECTION	Surcharge \$218 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	
25-042D	SPRINKLER EXPRESS PLAN CHECK/INSPECTION	\$241 per permit + 7.5% Community Development Technology Surcharge	
25-043A	FIRE ALARM PLAN CHECK	\$207 plus actual cost of consultant + 7.5% Community Development Technology Surcharge	

r ees LifeCuve July 20, 2023			
Ref#	Fee Name	Adopted Fees	
	FIRE DEVELOPMENT (continued)		
25-043B	FIRE ALARM INSPECTION	Single Family Residential - \$246 Other - Charges at the fully allocated hourly rates plus any outside expenses + 7.5% Community Development Technology Surcharge	
25-044A	NEW FIRE HOOD/SUPPRESSION PLAN CHECK	\$129 plus actual cost of consultant + 7.5% Community Development Technology Surcharge	
25-044B	NEW FIRE HOOD/SUPPRESSION INSPECTION	\$140 per project + 7.5% Community Development Technology Surcharge	
25-045	PRIVATE HYDRANT SYSTEM PC/INSPECTION	\$644 per system plus actual cost of consultant + 7.5% Community Development Technology Surcharge	

Fees Effective July 28, 2025		
Ref#	Fee Name	Adopted Fees
	PUBL	IC WORKS
25-053	ON-SITE GRADING PLAN CHECK - BUILDING	Minor (Less than 50 CY/1,000 sq ft of disturbed soil) - \$84 Single Family Residence/Accessory: 50-100 CY of disturbed soil - \$353 101-500 CY of disturbed soil - \$437 501+ CY/1 acre or more of disturbed soil - \$672 Commercial/Industrial/Multifamily - \$739 plus \$174 per each 5,000 sq ft of disturbed soil after the first 5,000 sq ft Rough Grading - \$532 + 7.5% Community Development Technology Surcharge
25-053C	ENGINEERING-EXTRA PLAN CHCK/INSPECTION	\$39 per plan/inspection plus \$168 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
25-053D	TEMPORARY STOCKPILE PERMIT	\$448 per permit
25-053E	PLOT PLAN REVIEW	Single Family - \$84 per lot Commercial/Industrial/Multi-Family - \$168 per lot
25-053F	ENGINEERING COMMERCIAL MODIFICATION REVIEW	\$151 per application
25-053G	ON-SITE STORMWATER MANAGEMENT PLAN CHECK	Tier 3 - \$739 Tier 4 - \$1,143 Tiers 1 and 2 are included in grading plan check fees

+ 7.5% Community Development Technology Surcharge

Ref#	Fee Name	Adopted Fees

	PUBLIC WORKS (continued)			
25-053H	SWPPP PLAN CHECK/INSPECTION	Plan Check - \$403 Inspection - \$336 per quarter per site + 7.5% Community Development Technology Surcharge		
25-053W	OWTS (SEPTIC SYSTEM) PLAN CHECK	New/Modified (associated with a structure) - \$442 per plan Replacement (not associated with a structure) - \$610 per plan + 7.5% Community Development Technology Surcharge		
25-054	ON-SITE GRADING INSPECTION	Minor (Less than 50 CY/1,000 sq ft of disturbed soil) - \$129 Single Family Residence/Accessory: 50-100 CY of disturbed soil - \$325 101-500 CY of disturbed soil - \$459 501+ CY/1 acre or more of disturbed soil - \$868 Commercial/Industrial/Multi-Family - \$566 plus \$274 per each 5,000 sq ft of disturbed soil after the first 5,000 sq ft + 7.5% Community Development Technology Surcharge		
25-054B	ON-SITE STORMWATER MGMT INSPECTION	\$409 per drainage facility + 7.5% Community Development Technology Surcharge		
25-054W	OWTS (SEPTIC SYSTEM) INSPECTION	\$398 per permit + 7.5% Community Development Technology Surcharge		

Ref#	Fee Name	Adopted Fees
	PUBLIC WOI	RKS (continued)
25-055	PUBLIC IMPROVEMENT PLAN CHECK	\$0 - \$50,000 - 8.30% of the Engineer's Estimate (\$1,120 minimum) \$50,000 - \$100,000 - \$4,149 plus 4.45% of the Engineer's Estimate over \$50,000 \$100,000 - \$500,000 - \$6,440 plus 1.55% of the Engineer's Estimate over \$100,000 \$500,000 - \$1,000,000 - \$12,824 plus 1.07% of the Engineer's Estimate over \$500,000 \$1,000,000+ - \$18,332 plus 0.53% of the Engineer's Estimate over \$1,000,000 + 7.5% Community Development Technology Surcharge
25-055A	PUBLIC IMPROVEMENT INSPECTION	\$0 - \$50,000 - 4.00% of the Engineer's Estimate (\$1,120 minimum) \$50,000 - \$100,000 - \$2,198 plus 4.07% of the Engineer's Estimate over \$50,000 \$100,000 - \$500,000 - \$4,293 plus 098% of the Engineer's Estimate over \$100,000 \$500,000 - \$1,000,000 - \$8,329 plus 0.82% of the Engineer's Estimate over \$500,000 \$1,000,000+ - \$12,551 plus 0.47% of the Engineer's Estimate over \$1,000,000 + 7.5% Community Development Technology Surcharge

Ref#	Fee Name	Adopted Fees
	PUBLIC WOI	RKS (continued)
	ENGINEERING AGREEMENTS	Public or Subdivision Improvements (Tract Map) - \$784 per agreement
		Deferral of Improvements (Parcel Map) - \$431 per agreement
05 055D		Sewer Extension Reimbursement - \$627 per agreement
25-055B		Oversizing Improvements Reimbursement - \$1,232 per agreement
		Maintenance of Stormwater Facilities - \$342 per agreement plus \$188 annually
		OWTS (Septic) Pre-Treatment Systems - \$342 per agreement plus \$188 annually
25-056	TEMPORARY ENCROACHMENT PERMIT	Short Term - \$118 Long Term - Minor - \$218 Long Term - Major - \$846 Outdoor Dining - New - \$403 (subsidized) Outdoor Dining - Annual - \$185 (subsidized) Overhead Structure - \$174 Miscellaneous Minor Use - \$118
25-057	STANDARD ENCROACHMENT PERMIT - IMPROVEMENT	Driveway Approach: New - \$493 Replacement - \$207
		New Curb/Gutter - \$493 plus \$4 for each linear foot New Sidewalk - \$342 plus \$4 for each linear foot Miscellaneous Minor - \$174 Sidewalk and Curb/Gutter Repairs- \$0 (subsidized) Non-City Maintained Road Repairs - \$0 (subsidized) Downtown Street Tree Installation/Replacement - \$0 (subsidized) Public Improvements - See 24-055 and 24-055A

Ref#	Fee Name	Adopted Fees	
	PUBLIC WORKS (continued)		
25-058	STANDARD ENCROACHMENT PERMIT - UTILITY	Sewer Main Connection Inspection: SFR - \$286 per connect Commercial/Industrial/Multi-Family - \$454 per connect Trenching: Under 4 ft. depth - \$756 plus \$2 per linear foot 4 to 8 ft. depth - \$756 plus \$4 per linear foot Over 8 ft. depth - \$756 plus \$9 per linear foot Boring - \$756 plus \$4 per each 10 linear feet Overhead - \$756 plus \$2 per each 10 linear feet Obstructions: Surface - \$342 plus \$95 per obstruction Subsurface - \$342 plus \$67 per obstruction Overhead - \$342 plus \$45 per obstruction Potholing - \$330 per every 10 potholes or fraction thereof Broadband Fiber Installation - \$0 (subsidized)	
25-058A	TRAFFIC CONTROL PLAN CHECK	Minor - \$162 per project Standard - \$325 per project Major - \$756 per project	
25-058B	TRAFFIC CONTROL INSPECTION	Minor - \$67 plus \$67 per day after the first day Standard - \$146 plus \$67 per day after the first day Major - \$325 plus \$67 per day after the first day	
25-058C	SPECIAL EVENT STREET CLOSURE	Review - \$146 plus the fully allocated hourly rate for all personnel involved after 1 staff hour Install - \$308 plus the fully allocated hourly rate for all personnel involved after 2 staff hours	
25-058D	BLANKET ENCROACHMENT PERMIT	\$5,584 per utility per year plus \$230 per sub-permit in addition to any franchise payments	
25-058E	MISCELLANEOUS ENCROACHMENT PERMIT	Request for Time Extension/Renewal of Expired Permit - \$129 per permit Encroachment without a permit - Double fees Illegal Encroachment or Removal/Relocation - Actual Costs Restoration of Right-of-Way and/or Street - Actual Costs	
25-059	FINAL PARCEL MAP CHECK	\$3,315 per map plus \$116 plus \$7 per lot GIS fee	

Ref#	Fee Name	Adopted Fees

	PUBLIC WORKS (continued)			
		\$4,212 per map plus \$46 per lot after 5 lots		
25-060	FINAL TRACT MAP CHECK	plus \$116 plus \$7 per lot GIS Fee		
		Affordable Housing - \$734 per application plus \$185 per unit plus outside or legal costs		
		\$3,450 per map		
25-061	CONDOMINIUM CONVERSION FINAL MAP	Plus actual contract costs for over 15 units		
		Plus any recording fees		
25-062	FINAL MAP AMENDMENT	\$3,489 per application Certificate of Correction - \$521 per application		
25-063	STREET/RIGHT OF WAY ABANDONMENT PROCESS	\$5,500 per application		
25-064	CERTIFICATE OF COMPLIANCE	\$1,187 per certificate		
25-065	FLOOD PLAIN LETTER	\$689 per letter		
25-066	TRANSPORTATION PERMIT	\$16 - Single Trip Permit \$90 - Annual/Repetitive Permit		
		Fees are set by the State		
25-109	SEWER CONNECTION PROCESSING	\$90 per sewer connection permit		
25-110	EMERGENCY SEWAGE SPILL RESPONSE	Charge the fully allocated hourly rates for all personnel involved plus any outside or material costs		

	Fees Effective July 28, 2025		
Ref#	Fee Name	Adopted Fees	
	PO	DLICE	
25-069	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 - \$279 plus County fees	
25-070	NOISE DISTURBANCE RESPONSE CALL-BACK	Full costs of all responding personnel	
25-071	POLICE FALSE ALARM RESPONSE	First three responses within a calendar year - No Charge	
		Each subsequent false alarm within a calendar year - \$202 per response	
25-072	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.	
25-073	VEHICLE EQUIPMENT CORRECTION INSPECTION	\$78 per inspection	
25-074	VIN VERIFICATION	\$90 per request	
25-075	STORED/IMPOUNDED VEHICLE RELEASE	\$162 per vehicle	
25-076	REPOSSESSED VEHICLE RELEASE	\$15 per vehicle This fee is set by State Law	
25-078	RECORDS CHECK/CLEARANCE LETTER	\$39 per letter plus notary fee if applicable	
25-079	LIVE SCAN FINGERPRINT PROCESSING	No Charge - Volunteers for Seniors/Youth \$19 per person - community group coaches or leaders \$39 per person - all others	
25-080	POLICE REPORT COPY	As this service is covered by the Public Records Act, the fee should match the City's copy charge fee:	

POLICE DIGITAL FILE

REPRODUCTION

25-081

1st page - \$0.50

\$6 per device

each additional page - \$0.10

Fees Effective July 28, 2025			
Ref#	Fee Name	Adopted Fees	
	POLICE (continued)		
25-082	CONCEALED CARRY WEAPONS LICENSE	New application administrative fee- \$168 Renewal application administrative fee- \$34 Amended application administrative fee- \$13 Fees set by State Law: Department of Justice initial Livescan- \$93 Department of Justice renewal Livescan- \$52 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.	
25-083	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)	
25-084	DUCES TECUM SUBPOENA	Reasonable Costs as set by State Law Fees are set by State Law (Evidence Code §1563)	
25-085	POLICE SPECIAL SERVICES	Full costs of all personnel required, plus any actual material or equipment expenses required for the event.	

Fees Effective July 28, 2025			
Ref#	Fee Name	Adopted Fees	
	FIRE		
25-045A	FIRE SPRINKLER SERVICE LETTER	\$56 per letter	
25-045B	FIRE CODE POSITION LETTER	\$336 per letter	
25-046	FIRE FLOW TEST	\$274 per test	
25-086	TEMPORARY TENT/CIRCUS PERMIT	\$241 per permit plus \$106 per day after the first day	
25-086A	PERMANENT TENT PERMIT	\$241 per permit	
25-089	UNDERGROUND TANK REMOVAL	\$241 per tank - 1st inspection \$129 per tank - each subsequent inspection	
25-090	FIRE CODE PERMIT	\$218 per permit	
25-091	ENGINE COMPANY INSPECTION	First 2 inspections - no charge 3rd and subsequent inspections - \$218 per inspection	
25-091A	SCHOOLS/HOTEL/MOTEL/ASSISTED LIVING FACILITY INSPECTION	\$571 per facility plus \$123 per floor after the first floor Fee includes two inspections	
25-091B	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 - \$246 per permit Fee includes two inspections	

25-091C

APARTMENT INSPECTION

3-15 units - \$196 16-50 units - \$302 51-100 units - \$521

101+ units - \$739

Fee includes two inspections

Ref#	Fee Name	Adopted Fees

	FIRE (continued)		
		First 3 responses in a calendar year - No Charge	
25-092	FIRE FALSE ALARM RESPONSE	Each subsequent response in a calendar year - \$426 per response	
25-092A	NURSING HOME LIFT ASSIST	First 3 responses in a calendar year - No Charge Each subsequent response in a calendar year - \$493 per response	
25-093	WEED ABATEMENT PROGRAM	Actual costs plus 166% Administrative Fee plus \$299 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.	
25-094	HAZARDOUS MATERIALS RESPONSE	Charge the fully allocated hourly rates for all personnel involved.	
25-095	NEGLIGENT INCIDENT RESPONSE	Charge double the fully allocated hourly rates for all personnel involved.	
25-096	FIRE/ARSON INVESTIGATION	Charge the fully allocated hourly rates for all personnel involved.	
25-098	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	
25-098A	FIRE CODE OCCUPANCY LETTER	\$246 per letter	
25-098B	FIRE MISCELLANEOUS SERVICES	Charge all staff at the fully allocated hourly rates plus any outside or legal expenses	

Ref#	Fee Name	Adopted Fees	
	RECREATION		
	ADULT SPORTS	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:	
		Adult Basketball: \$502 per team + \$6 per nonresident player or additional 10% if 8 or more nonresident players	
25-099		Adult Kickball: \$448 per team + \$6 per nonresident player or additional 10% if 8 or more nonresident players	
		Adult Drop-in Programs: \$3 per person	
		Light Fee: \$26 per hour	
		Late Fee: After registration \$64 per team	
		Forfeit Fee: \$31 per team	
		Protest Fee: \$26 per team	
25-100	YOUTH SPORTS	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:	
		Jr. Volleyball - \$106 per resident participant or \$117 for nonresident participants (\$5 discount for each additional family member)	
		Youth Basketball - \$118 per participant or \$129 per nonresident participant (\$5 discount for each additional family member)	
		T-Ball - \$106 per resident participant or \$117 for nonresident participant (\$5 discount for each additional family member)	
		\$11 late fee per participant or family	

Ref#	Fee Name	Adopted Fees
	RECREATION	ON (continued)
25-103	CONTRACT RECREATION CLASSES	City Contract Instructors receive 70% of the class fee and the City receives the remaining 30% for off-site classes and/or existing instructors. City Contract Instructors receive 60% of the class fee and the City receives the remaining 40% for on-site classes and/or new instructors.
25-104	CITY SPECIAL EVENTS	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: 1st Banner Position - No charge Additional Banner Positions - \$62 each per week according to policy A temporary banner removal fee of \$31 will be charged if banner is left up more than one day after the event. Cruise Night: \$30 per car during pre-registration \$45 per car the night of the event Craft Faire \$71 per inside space for residents \$88 per inside space for residents \$89 per outside space for residents \$61 per outside space for nonresidents

Ref#	Fee Name	Adopted Fees

RECREATION (continued)			
25-104	CITY SPECIAL EVENTS (continued)	Father/Daughter and Mother/Son Dances: \$38 per couple for residents \$44 per couple for nonresidents + \$5 for each additional daughter Booth Fee (Booths allowed in accordance with City policy at other City-run events) \$0 Nonprofit vendors \$74 For Profit Vendors Other Special Events: Fully allocated cost of required personnel City Events - \$500 vendor cleaning fee will be applied and billed to each vendor that does not leave the vendor area clean.	
25-145	SPECIAL EVENT PERMIT	Private Property 1-99 attendees - \$279 per application (subsidized) 100+ attendees - \$896 per application Public Property 1-99 attendees - \$1,227 per application 100+ attendees - \$3,573 per application Still Photography - \$50 per application Film Permit - \$398 per application Plus actual costs as necessary as determined by staff.	
25-105	TRIPS AND TOURS	Charge the direct cost of the trip	

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Ref#	Fee Name	Adopted Fees	
	RECREATION (continued)		
25-148	ADVERTISING	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: \$154	

Ref#	Fee Name	Adopted Fees	
	PAVILION		
		Security Deposit: All special events require a \$481 security deposit.	
		Security Guards: All events where alcohol is served require one guard per 100 people. \$27 + actual cost of security service (minimum of 4 hours)	
		Application Fee: \$7 each	
25-138	PAVILION CLEANING FEE	Cleaning Fee: \$27 + contract cleaning charge + any repair costs for damage to the facility + fully allocated hourly rate of City personnel	
		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.)	
25-106	PAVILION RENTAL	Rotary Room: Weekdays: \$55 per hour for residents \$62 per hour for nonresidents/commercial \$46 per hour for non-profits Evenings and Sundays: \$76 per hour for residents \$89 per hour for nonresidents/commercial \$46 per hour for non-profits Gronstrand Room: Weekdays: \$48 per hour for residents \$55 per hour for nonresidents/commercial \$39 per hour for non-profits Evenings and Sundays: \$62 per hour for residents \$68 per hour for nonresidents/commercial \$39 per hour for ron-profits Community Room: Weekdays: \$41 per hour for residents \$41 per hour for nonresidents/commercial \$33 per hour for nonresidents/commercial	

Ref#	Fee Name	Adopted Fees	
	PAVILION (continued)		
25-106	PAVILION RENTAL (continued)	Community Room (continued): Evenings and Sundays: \$48 per hour for residents \$48 per hour for nonresidents/commercial \$33 per hour for non-profits Kitchen: Weekdays: \$62 per hour for residents \$68 per hour for nonresidents/commercial \$33 per hour for non-profits Evenings and Sundays: \$75 per hour for residents \$82 per hour for nonresidents/commercial \$33 per hour for non-profits Great Room: Weekdays: \$96 per hour for residents \$110 per hour for nonresidents/commercial \$78 per hour for non-profits Evenings and Sundays: \$130 per hour for non-profits Evenings and Sundays: \$130 per hour for non-profits Combined: (Includes Great Room, Community Room, Kitchen and Lobby, Saturday Only) \$3,795 per day + \$232 cleaning fee for residents \$4,215 per day + \$232 cleaning fee for nonresidents/commercial \$78 per hour, 12 hour min for non-profits (Great Room only), additional fees apply for use of any other rooms Lakeside Room: \$48 per hour for residents \$48 per hour for non-profits	

Ref#	Fee Name	Adopted Fees
	PAVILION	N (continued)
25-139	PAVILION EQUIPMENT RENTALS	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. Gazebo Chairs: \$2 per chair + \$48 set-up fee Stage: \$13 per 4' x 8' piece Podium: \$27 per day Sound System: \$137 per day Portable Projector Screens: \$20 per day Electric Projector Screens: \$35 per day LCD Projector: \$137 per day Lattice Screen: \$35 each without lights \$68 each with lights Mirrors: \$2 each Candleholders: \$1 each Wireless Internet: \$35 per day
25-140	GAZEBO RENTALS	\$213 per day
25-141	RANGER HOUSE RENTAL	\$41 per hour for residents \$41 per hour for nonresidents/commercial \$33 per hour for non-profit

Ref#	Fee Name	Adopted Fees

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COLONY PARK COMMUNITY CENTER		
25-150	YOUTH & TEEN SERVICES	Teen Center membership - \$20 per year Teen Center membership card replacement - \$2 per card
		Non-refundable Deposit: All bookings require a 50% non-refundable deposit. Cancellations will forfeit the deposit
	COLONY PARK COMMUNITY CENTER RENTAL	Security Deposit: May be required at the discretion of the City Manager or Designee (refundable after event if no damages/extra charges apply).
25-106A		Security Guards: At the discretion of the City Manager or Designee, events require one guard per 100 people. \$27 + actual cost of security service
		Additional Staff Time: An additional hourly rental charge of \$27 per hour will apply if the City is required to schedule additional personnel in order to accommodate the event
		Fitness (Dance & Exercise Rooms Combined): Weekdays: \$59 per hour for residents \$66 per hour for nonresidents \$50 per hour for non-profits Fitness (Dance & Exercise Rooms Combined): Evenings, Saturdays and Sundays: \$78 per hour for residents \$85 per hour for nonresidents \$68 per hour for non-profits

Ref#	Fee Name	Adopted Fees

COLONY PARK COMMUNITY CENTER (continued)		
25-106A	COLONY PARK COMMUNITY CENTER RENTAL (continued)	Conference Room: Weekdays: \$40 per hour for residents \$46 per hour for nonresidents \$31 per hour for non-profits Evenings, Saturdays and Sundays: \$59 per hour for residents \$66 per hour for nonresidents \$50 per hour for non-profits Gymnasium: Weekdays: \$74 per hour for residents \$93 per hour for nonresidents \$65 per hour for non-profits Evenings, Saturdays and Sundays: \$93 per hour for ron-profits Evenings, Saturdays and Sundays: \$93 per hour for nonresidents \$111 per hour for non-profits Arts and Crafts Room: Weekdays: \$46 per hour for residents \$53 per hour for non-profits Evenings, Saturdays and Sundays: \$66 per hour for residents \$37 per hour for non-profits Evenings, Saturdays and Sundays: \$66 per hour for ron-profits Cleaning Fee: \$27 + contract cleaning charge + any repair costs for damage to the facility + fully allocated hourly rate of City personnel Teen Center Rental: \$150 per hour for residents (two hour minimum) \$165 per hour for non-profits (two hour minimum) \$135 per hour for non-profits (two hour minimum)
25-106B	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.)

Ref#	Fee Name COLONY PARK COMMU	Adopted Fees JNITY CENTER (continued)
25-106C	COLONY PARK COMMUNITY CENTER EQUIPMENT RENTALS	Table and chair set up (groups of 50+): \$53 Scoreboard: \$32 per day Podium: \$32 per day TV/DVD: \$32 per day Sound system: \$131 per day Stage: \$12 per 4' x 8' piece Portable projector screen: \$27 per day

Ref#	Fee Name	Adopted Fees	
	PARKS & FACILITIES RENTALS		
25-160	CITY HALL RENTALS	Public Meeting Room (M-F 8:00-5:00): \$32 per hour for non-profit \$54 per hour for private resident \$60 per hour for private nonresident If outside of business hours: + Fully allocated hourly rate of all City personnel required \$58 per event cleaning fee for events that serve food City Council Chambers (M-F 8:00-5:00) 2 hour minimum rental \$115 per hour for non-profit \$148 per hour for private resident \$610 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 \$501 per hour for non-profit \$610 per hour for private resident \$671 per hour for private resident \$671 per hour for private non-resident \$610 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 (Saturday & Sunday) \$4,208 per day for non-profit \$6,325 per day for private resident \$6,958 per day for private resident \$6,958 per day for private non-resident \$6,958 per day for private non-resident \$632 per hour in excess of 10 hours \$1,266 reservation deposit required \$115 per event cleaning fee for events that serve food and/or drinks Event Photography (Saturday & Sunday) 2 hour minimum \$200 per hour for private resident \$269 per hour for private nonresident Outdoor event Ceremony (Saturday & Sunday) \$470 per ceremony	

Ref#	Fee Name	Adopted Fees
	PARKS & FACILITIE	S RENTALS (continued)
25-107A	PARK RENTALS	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. In addition to the base rental rate listed below, all park facility charges are also subject to the following charges as applicable: \$20 Reservation change or modification fee \$16 Use of utilities fee Security Guards: At discretion of City Manager or Designee, events where alcohol is served require one guard per 100 people. \$27 + actual cost of security service Fully allocated hourly rate of all City personnel required for the event will be charged Barbeque Areas: \$72 per day for Paloma BBQ Areas \$72 per day for Colony Park BBQ Areas \$39 per day for Colony Park BBQ Areas \$39 per day for all 3 Colony Park BBQ areas Lake Park Bandstand: \$65 for nonprofits \$109 for all others

Ref#	Fee Name	Adopted Fees

	Adopted 1 ees	
PARKS & FACILITIES RENTALS (continued)		
25-107A PARK RENTALS (continued)	Faces of Freedom Veterans Memorial: \$94 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. Sunken Gardens: \$113 per day for half park for non-profit \$227 per day for half park for all others \$268 per day for full park for non-profit \$535 per day for full park for all others Plaza at La Plaza: \$221 per day for non-profit \$492 per day for all others Equestrian Arena: \$131 per day private use \$259 security deposit Lake Park Special Event: \$623 per day for non-profits \$983 per day for others Stadium Park: \$935 per day for non-profits for a > 150 person event \$1,967 per day for all others for a >150 person event \$263 per day for non-profits for a <= 150 person event	

Ref#	Fee Name	Adopted Fees

PARKS & FACILITIES RENTALS (continued)		
25-107A	PARK RENTALS (continued)	Paloma Creek Park Horseshoe Pits: \$17 per hour (2 hour minimum) Paloma Creek Park Sand Volleyball Court: \$17 per hour (2 hour minimum) Colony Park Bocce Ball Courts: \$17 per hour (2 hour minimum) Colony Park Pickleball Courts: \$17 per hour per court \$252 all four courts for the day Colony Park Outdoor Basketball Courts: \$17 per hour Corn Hole Board Set Rental With Bags: \$38 per day plus \$122 refundable security deposit
25-107	BALLFIELD/PARK FACILITY RENTAL	Ballfield and Open Fields fees: in addition to in-kind contributions \$23 per hour for non-profits \$28 per hour for resident use \$32 per hour for formal resident use \$36 per hour for non-resident \$27 per hour for lights \$32 base rental per field (+ \$500 deposit) \$66 for field lining (one time per day) Fully allocated hourly rate of all City personnel as required

Ref#	Fee Name	Adopted Fees
	PARKS & FACILITIE	S RENTALS (continued)
25-107B	BALLFIELD FACILITY TOURNAMENT RENTAL	A Non-refundable deposit of 50% required on all bookings (unless a higher deposit is noted). There are no refunds due to bad weather. In addition to the rental rate listed below, all tournaments are also subject to the following charges as applicable: Fully allocated hourly rate of all City personnel required for the event will be charged \$27 per hour for lights \$32 per field per day base rental fee (+\$500 deposit) \$66 facility key replacement fee \$66 field lining fee (one time per day) In addition to in-kind contributions rental fees will be as follows: \$32 per hour per field for resident use \$36 per hour per field for non-resident use or \$524 per day (12 hours max) for two fields \$917 for two days (24 hours max) for two fields Any rental of fields that is 5 or more hours will be treated as a Tournament and Tournament fees and policies will apply.

Ref#	Fee Name	Adopted Fees
		200
25-108	ZOO SERVICES	Admissions: \$15 General (13 and up) \$13 Atascadero Residents (ID required) \$13 Senior (65 and up- ID required) \$13 Military and Families (ID required) \$13 Students (ID required) \$10 Child (3-12) Group rates for 15 or more visitors (prior booking required): \$13 Adults \$8 Child Stroller and Wagon Rental: \$6 per day Educational Programs: fees set by Zoo Director based on market conditions and cost of items being resold School Presentations, Camps, Special Programs: fees set by the Zoo Director based on market conditions and estimated variable costs of the program. Birthday parties: fees set by the Zoo Director based on market conditions Zoo Asset Sales: fees set by the Zoo Director, based on market conditions. Zoo Concessions, Vending & Gifts: fees set by the Zoo Director, based on market conditions and cost of items being resold. Animal Encounters, Tours, and Zoo Rentals: fees set by Zoo Director based on market conditions and estimated variable costs of the program

Ref#	Fee Name	Adopted Fees	
	ZOO (continued)		
		Zoo Garden Event Center:	
		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.	
		Security Deposit: A Security Deposit may be required.	
		Security Guards: At the discretion of the City Manager or designee, events require one guard per 100 people. \$27+ actual cost of security service (minimum of 4 hours)	
		Weekdays: \$50 per hour for residents \$56 per hour for nonresidents/commercial \$43 per hour for non-profits	
25-108A	ZOO GARDEN EVENT CENTER	Evenings* and Weekends: \$62 per hour for residents \$73 per hour for nonresidents/commercial \$43 per hour for non-profits	
		Equipment (per rental) \$35 Wi-Fi * Evenings begin at 5 p.m.	
		Additional Staff Time: An additional hourly rental charge of \$27 per hour will apply if the City is required to schedule additional personnel in order to accommodate the event	
		Cleaning Fee: \$26 + contract cleaning charge + any repair costs for damage to the facility + fully allocated hourly rate of City personnel	
		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.)	
		Electricity is included in the rental fee. Tables, chairs, and restroom facilities are not included.	

Ref#	Fee Name	Adopted Fees

BUSINESS LICENSES				
25-116	NEW BUSINESS LICENSE APPLICATION	\$95 per application Planning, Building, and Fire fees are separate		
25-118A	BUSINESS LICENSE REPRINT	\$39 per reprint		
25-119	SOLICITOR PERMIT	\$78 per permit plus \$11 per card		
25-077	SPECIAL BUSINESS DOJ CHECK	\$258 per application plus any DOJ fees		
25-067	BLUEPRINT/MAP REPRODUCTION	Actual cost of reproduction GIS printout fee based on actual time spent by staff Large building plan copy: \$6 per sheet		

Ref#	Fee Name	Adopted Fees

Kei#	ree Name	Adopted Fees		
GENERAL				
25-115	DAMAGE TO CITY PROPERTY REPAIR	Charge the fully allocated hourly rates for all required personnel plus any material costs.		
25-120	RETURNED CHECK PROCESSING	\$95 per NSF check		
25-121	ELECTRONIC FILE COPY SERVICE	\$6 per device		
25-122	DOCUMENT CERTIFICATION	\$35 per document		
25-123	CANDIDATE/INITIATIVE FILING	Candidate - \$25 per candidate Initiative - \$200 per initiative 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. Fees are set by Sate Law		
25-124	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.		
25-125	DOCUMENT REPRODUCTION	Copying/Scanning/Faxing: Black & White: \$0.50 - 1st page \$0.10 - each additional page Color Copies: \$1 per page Fair Political Practices Commission copies - \$.10 per page Contract reproduction of documents: Actual cost of reproduction Additional \$5 per request for statements five or more years old Reasonable postage will apply for all mailed documents		
25-127	CREDIT CARD PROCESSING	4.5% of the amount charged		

Fees Effective July 28, 2025

rees Effective July 28, 2025					
Ref#	Fee Name	Adopted Fees			
	GENERAL (continued)				
25-142	MAILING NOTICES/LETTERS & LABELS	0-50 Labels: \$131 51-100 Labels: \$197 101-150 Labels: \$263 151+ Labels: \$328 0-50 Notices: \$99 51-100 Notices: \$165 101-150 Notices: \$230 151+ Notices: \$230 plus \$1 per item over 150 Plus actual cost of postage or other mailing fee			
25-143	EXTENDED STAY ADMINISTRATIVE USE PERMIT FEE	Three percent (3%) fee on all revenue associated with extended stays up to the maximum of 20% of overall annual gross revenue from July 1st to June 30th of each year.			
25-130A	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			
25-131	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.			

25-131A

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.