

RESOLUTION NO. 16-7554

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINA ADOPTING A CITY-WIDE COMPREHENSIVE USER FEE STUDY, ADOPTING A COMPREHENSIVE FEE SCHEDULE ESTABLISHING AND AMENDING CERTAIN SERVICE AND DEVELOPMENT- RELATED FEES FOR CITY SERVICES, AND AUTHORIZING THE PAYMENT OF SUCH FEES BY CREDIT CARD, DEBIT CARD OR ELECTRONIC FUNDS TRANSFER

THE CITY COUNCIL OF THE CITY OF COVINA DOES HEREBY RESOLVES
AS FOLLOWS:

Section 1. The City Council of the City of Covina ("City Council") hereby finds, determines and declares that:

- A. The City Council has conducted an extensive analysis of its services, the costs reasonably borne by the City in provided those services, the beneficiaries of those services, and the revenues produced by those paying fees and charges for special services;
- B. The City Council has determined that City staff provides many types of services ("Services") involving requests by City customers ("Applicants"); and
- C. The City currently imposes service fees ("Service Fees") and development-related fees ("Development Fees") upon Applicants to recover the costs of staff time, copying costs, and other expenses related to providing these Services; and
- D. Current Service Fees and Development Fees charged for the City's Services do not adequately recoup the City's costs of providing certain Services and thus, a significant amount of these costs are currently paid out of the City's general fund and, therefore, borne by the general public; and
- E. The City Council finds that providing these Services is of special benefit to Applicants both separate and apart from the general benefit to the public; and therefore, in the interests of fairness to the general public, the City desires to better recover the costs of providing these Services from Applicants who have sought the City's Services by revising its schedule of City-Wide Fees; and
- F. The proposed Service Fees and Development Fees are initially based upon the information contained in a document by City staff and Consultant ("Consultant") entitled "City of Covina Comprehensive User Fee Study Report" ("Fee Study"), dated June 2, 2015, and updated by staff to reflect current costs of the City to provide the Services; and
- G. Based upon the Fee Study and the updated information, the City (i) identifies the purpose of the proposed fees, (ii) identifies the use to which the fees will be put, (iii) demonstrates

a reasonable relationship between the fees' use and the types of projects on which the fees are imposed, and (iv) demonstrates a reasonable relationship between the amount of the fees and the cost of the City's Services attributable to the applications on which the fees are imposed; and

- H. Pursuant to state law, the City may impose service fees for certain services.
- I. Pursuant to Government Code Section 66000, *et seq.*, the City is empowered to impose Development Fees covering up to 100 percent of the actual costs of providing Services to Applicants; and
- J. The City desires to adjust certain fees up to the actual costs incurred by the City in providing these Services; and
- K. Section 3.02.010 of the Covina Municipal Code provides that the City may set fees to recoup costs reasonably borne by the City by means of adopting a resolution of the City Council, after compliance with the requirements of state law; and
- L. Government Code Section 66014 *et al.* allows local agencies to charge fees for various activities as long as those fees do not exceed the estimated reasonable costs of provided the service for which the fee is intended; and
- M. Pursuant to Government Code Sections 66014, 66017 and 66018 and the Covina Municipal Code, the specific fees to be charged for certain regulations, services and products must be adopted by resolution, following notice and public hearing; and
- N. Notice of public hearing has been given pursuant to Government Code Section 6062a, and written notice has been provided to interested parties who filed written requests for mailed notice of meetings on new or increased development-related fees or service charges; and
- O. The City Council conducted a duly noticed public hearing on November 15, 2016, at which time the public was invited to make oral and written presentations as part of the regularly scheduled meeting prior to the adoption of this Resolution; and
- P. At least ten (10) days prior to the public hearing referenced above, the City made available for public inspection information required under Government Code Section 66000, *et seq.*; and
- Q. The City published notice of the public hearing as described above in accordance with Government Code Sections 6062(a), 66014, 66016, 66017 and 66018 for the various Service Fees and Development Fees; and
- R. The establishment and increase of Service Fees and Development Fees is statutorily and categorically exempt from the requirements of the California Environmental Quality Act because setting Service Fees and Development Fees fits within the statutory exemptions for local agency decisions involving rates, tolls or other charges pursuant to Public Resources Code Section 21080(b)(8) and Section 15273 of the California Environmental

Quality Act Guidelines this Resolution is not "an essential step culminating in action which may affect the environment"; and

- S. Pursuant to Government Code Section 6159, the City may provide for payment by credit card, debit card or electronic funds transfer and can impose a fee or charge for the transactional costs associated with the use of such methods; and
- T. According to Government Code Section 6159, the City must obtain approval from the City Council to provide for payment by credit card, debit card or electronic funds transfer; and
- U. The City is also expressly authorized to impose a fee for the use of a credit card, debit card or electronic fund transfer, so long as the fee does not exceed the costs incurred by the City in providing for the payment by credit card.

Section 2. Adoption of the Report and Methodology. The City Council hereby approves "City of Covina Comprehensive User Fee Study Report", dated June 2, 2015, and updated by staff to reflect current costs of the City to provide the Services and adopts the methodology for calculating and collecting the fees and charges established therein.

Section 3. Adoption of Fees and Charges. The City Council hereby adopts the "City of Covina City-Wide User Fee Schedule" as set forth in attached **Exhibit "A"** and incorporated by this reference. Unless otherwise stated in the Fee Schedule, all Service Fees and Development Fees shall be paid to the City by the Applicant prior to the City's performance of the requested Services.

Section 4. Repeal of Conflicting Resolutions. It is the desire of the City Council that all fees and charges for services, programs or products be set forth in one document for ease of reference. Accordingly, any and all provisions of prior Resolutions of the City Council establishing or modifying fees for the services, programs or products set forth in Exhibit "A," are hereby repealed and replaced as of the effective date of this Resolution in the manner set forth in Exhibit "A," provided, however, that such repeal shall not excuse or affect the failure of any person or entity to pay any fee heretofore imposed upon such person or entity. The City Council desires to clarify that in adopting this Resolution, it is taking action only on those fees for the services, programs or products set forth in Exhibit A which have been modified from prior resolutions of the City Council. The remaining fees that have not been modified from prior resolutions shall remain in full force and effect and are hereby restated for convenience so that all fees are set forth in one document.

Section 5. Environmental Exemption. The adoption of this Resolution is exempt from the California Environmental Quality Act ("CEQA," Public Resources Code Sections 21000 *et seq.*), because it approves and sets forth a procedure for determining fees for the purpose of meeting the operating expenses of City departments, as set forth in Public Resources Code Section 21080(b)(8)(A).

Section 6. Pursuant to Government Code Section 6159, the City Council hereby authorizes the City to provide for payment of Service and Development Fees by credit card, debit card or electronic funds transfer and charge a fee for processing the payment, so long as the fee does not

exceed the costs incurred by the City in providing for the payment by credit card, debit card or electronic funds transfer, as set forth in Exhibit A.

Section 7. Severability. If any section, subsection, subdivision, paragraph, sentence, clause or phrase of this Resolution or any part hereof is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portion of this Resolution or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof, irrespective of the fact that any one or more section, subsection, subdivision, paragraph, sentence, clause or phrase be declared invalid or unconstitutional.

Section 8. Effective Date. This Resolution shall take effect upon its adoption; provided, however, that the Development Fees established hereunder shall first be imposed and collected sixty (60) days from the date of adoption of this Resolution. All Service Fees shall take effect immediately upon adoption of this Resolution.

Section 9. Certification. The Mayor shall sign this Resolution and the City Clerk shall attest and certify to the passage and adoption thereof.

APPROVED and PASSED this 15th day of November, 2016.

City of Covina, California

BY: 

KEVIN STAPLETON, Mayor

ATTEST:


SHARON F. CLARK, Chief Deputy City Clerk

APPROVED AS TO FORM:

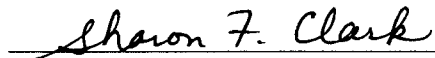

CANDICE K. LEE, City Attorney

CERTIFICATION

I, SHARON F. CLARK, Chief Deputy City Clerk of the City of Covina, hereby certify that Resolution No. 16-7554 was duly adopted by the Covina City Council at a regular meeting held on the 15th day of November, 2016, by the following vote:

AYES:	COUNCIL MEMBERS: ALLEN, DELACH, KING, MARQUEZ, STAPLETON
NOES:	COUNCIL MEMBERS: NONE
ABSTAIN:	COUNCIL MEMBERS: NONE
ABSENT:	COUNCIL MEMBERS: NONE

Dated: November 16, 2016



SHARON F. CLARK, Chief Deputy City Clerk

EXHIBIT "A"

City of Covina City-Wide User Fee Schedule

[Attached]

FINANCE FEES

Fee Description	Recommended Fee	Additional Comments
Business License - Change	\$5.00	To be evaluated by Business License Consultant
Business License - Close Out Sale Adjustment	\$10.00	To be evaluated by Business License Consultant
Business License Processing Fee (New Application)	\$30.00	To be evaluated by Business License Consultant
Business License Processing Fee (Renewal)	\$30.00	To be evaluated by Business License Consultant
Credit Card Use Fee	Actual Cost	Per CA Government Code 6159
Returned Check Fee	\$25.00	For First Check; \$35.00 for Each Additional Check per CA Civil Code 1719

CITY CLERK/RECORDS MANAGEMENT FEES

Fee Description	Recommended Fee	Additional Comments
Annual Subscription of Agenda Packet	\$93.00	
Candidate Nomination Filing	\$25.00	Per Election Code Section 10228
CD of Documents	\$5.00	
Certification by City Clerk	\$15.00	
Copies of Documents (Letter or Legal - Black & White Copies)	\$0.25	
Copies of Documents (Letter or Legal - Color Copies)	\$0.40	
Copies of Documents (Oversized Pages) (11x17" or Greater)	\$2.00	
Council Meeting DVD or Audio CD	\$15.00	
Fax Transmissions or Email Documents	No Charge	
Mailing Documents	Actual Cost	
Notary Service	N/A	Per GC Section 8211
Political Reform Act Late Filing	\$10.00	Per Day Set By Government Code 91013; \$100 Maximum
Reproduction of Campaign Statements	\$0.10	Set by Government Code 81008
Reproduction of Campaign Statements Which Are Five or More Years Old	\$0.10	Set by Government Code 81008
Reproduction of Conflict of Interest Statements	\$0.10	Set by Government Code 81008
Subpoena For Personal Appearance	\$275.00	Set by Government Code 68096.1
Subpoena of Records	\$15.00	Charged Under The Accounting Code for Copies

POLICE DEPARTMENT FEES

Fee Description	Recommended Fee	Additional Comments
ABC Permit & Transfer	\$457.00	
Administrative Tow Fee	\$129.00	
Application - Concealable Firearms - Retail Sales	\$50.00	
Bingo Permits	\$50.00	
Carnival	\$2,445.00	
CCW Amended License fee	\$10.00	Per GC 26190
CCW Permit Initial Application	\$100.00	Per GC 26190
CCW Permit Renewal	\$25.00	Per GC 26190
Citation Signoffs	\$25.00	
Disturbance Violation Service Fee (Plus Actual Cost of Personnel)	Actual Cost	
Duplicating - 911 Calls	\$5.00	
Duplicating - CCTV (jail, station, etc.)	\$5.00	
Duplicating - Media (CD, USB, etc) (Per Media)	\$20.00	
Duplicating - Mobile Audio Video (MAV)	\$5.00	
Duplicating - Mobile Data Computer (MDC)	\$5.00	
Duplicating - Paper Copy (Photos, etc.)	\$10.00	
Duplicating - Phone	\$5.00	
Duplication by Outside Vendor (Photographs, Media, etc.)	Actual Cost	
Entertainment Permit 0-49 Live	\$377.00	Set By Ordinance
Entertainment Permit 0-49 Non-Live	\$312.00	Set By Ordinance
Entertainment Permit 100 & Up Live	\$1,000.00 Deposit +/- Actual Cost	Set By Ordinance
Entertainment Permit 100 & Up Non- Live	\$1,000.00 Deposit +/- Actual Cost	Set By Ordinance
Entertainment Permit 50-99 Live	\$652.00	Set By Ordinance
Entertainment Permit 50-99 Non- Live	\$573.00	Set By Ordinance
Fingerprinting (Plus DOJ Fees)	\$25.00	
Fortunetelling	\$1,900.00	
Local Clearance Letter (Visa, Employment, Personal, etc.)	\$25.00	
Location/Premise History Search (Per Page)	\$0.25	
Log Item - Copy (Per Page)	\$0.25	
Lost Citation (Per Page)	\$0.25	
Massage Parlor Permit Invest.	\$2,490.00	
Outside Employment (Plus Actual Cost of Personnel)	\$85.00	
Overnight Parking Permit - Application (Initial)	\$30.00	
Overnight Parking Permit - Daily	\$4.00	
Overnight Parking Permit - Quarterly	\$20.00	
Parking Citations	N/A	Set Per City Code
Private Patrols Operators Invest.	\$620.00	

POLICE DEPARTMENT FEES

Fee Description	Recommended Fee	Additional Comments
Promoter Permit	\$500.00	Set By Ordinance
Renewal - Concealable Firearms - Retail Sales	\$35.00	
Reports - All Other (Per Page)	\$0.25	
Restitution/DUI Reimbursement (Hourly or Fraction Thereof)	Actual Cost	Per GC 53150-53159; Plus Actual Cost of Personnel at Scene Up to \$12,000 Maximum
Second Hand Dealer License	\$1,900.00	
Second Hand Dealer Renewal	\$730.00	
Solicitation	\$730.00	
Traffic Collision Report - Injury (Per Report)	\$20.00	
Traffic Collision Report - Non-Injury (Per Report)	\$20.00	
Vehicle Inspection - Transportation Type Vehicles	\$50.00	
Vehicle Release	\$60.00	
Vehicle Repossessions Entry Receipt	\$15.00	
Witness Fees - Civilian	\$275.00	Per GC 68093; Plus DOJ Fees
Witness Fees - Sworn	\$275.00	Per GC 68097.2 (B)

ENGINEERING FEES

Fee Description	Recommended Fee	Additional Comments
Additional Engineering Review/Misc Review (Per Review)	\$200.00	Hourly Rate for City Engineer is \$200/Hr
Additional Inspection (Per Inspection)	\$110/Hr	Hourly Rate for City Construction Inspector is \$110/Hr
Administrative Conditional Use Permit - Major Activity Event Review	\$600.00	3 Hour Review Time; Hourly Rate for City Engineer is \$200/Hr
Administrative Conditional Use Permit - Minor Activity Event Review	\$200.00	1 Hour Review Time; Hourly Rate for City Engineer is \$200/Hr
Curb & Gutter (Homeowner) < 100 LF	\$305.00	
Curb and Gutter Plan Review (Plan Check & Inspection)	6% of Construction Cost	3% for Plan Review and 3% for Inspection
Curb Drain	\$230.00	
Driveway, New or Modification	\$319.00	
Encroachment Permit - Entire Street Closure, Per Day	\$265.00	
Encroachment Permit - Equipment or Materials, Per Week or Any Portion Thereof (On Sidewalk)	\$102.00	
Encroachment Permit - Lane Closure Only (Traffic Control Per Week or Less and Per Location)	\$265.00	
Encroachment Permit - Overhangs, Sidewalk Dining, Freestanding Signs - Annual	\$320.00	
Encroachment Permit - Roll-Off Bins, Per Week or Any Portion Thereof	\$163.00	
Encroachment Permit - Scaffolding, Per Week or Any Portion Thereof	\$190.00	
Engineering Copier	\$80.00	
Engineering Copier - (Larger than 36X48")	\$80.00	
Enlarged City Boundary Map (Poster Size Reproduction)	\$80.00	
Final Tract/Parcel Map - Plan Check - Residential/Commercial (3 Reviews)	\$2,500 + \$60/Lot	
Lot Line Adjustment - Residential or Commercial	\$1,665.00	
Minor Excavation - Up to 500 SF	\$1,550.00	
Other Unlisted Work in Public Right-of-Way	\$225.00	
Permit Application/Issuance Fee	\$48.00	

ENGINEERING FEES

Fee Description	Recommended Fee	Additional Comments
Precise Grading Plan - 500 SF or Greater	\$200/Hr Plan Check + \$110/Hr Inspection	Hourly Rate for City Engineer is \$200/Hr; Hourly Rate for Construction Inspector is \$110/Hr
Proposed Development Review	\$200/Hr	Hourly Rate for City Engineer is \$200/Hr
Research & Document Request	\$100.00	
Rough Grading Plan - 500 SF or Greater	\$200/Hr Plan Check + \$110/Hr Inspection	Hourly Rate for City Engineer is \$200/Hr; Hourly Rate for Construction Inspector is \$110/Hr
Sewer Plan Review (Plan Check & Inspection)	6% of Construction Cost	3% for Plan Review and 3% for Inspection
Storm Drain Plan Review (Plan Check & Inspection)	6% of Construction Cost	3% for Plan Review and 3% for Inspection
Street Plan Review (Plan Check & Inspection)	6% of Construction Cost	3% for Plan Review and 3% for Inspection
Street Vacation (Plus Consultant Costs)	\$1,189.00	
Tenative Tract/Parcel Map - Residential/Commercial	\$200/Hr	Hourly Rate for City Engineer is \$200/Hr
Tree Installation - Furnish and Plant 15-Gallon Tree with Root Barrier (Contracted Service)	\$254.00	WCA Contract Price
Tree Installation - Furnish and Plant 24" Box Tree with Root Barrier (Contracted Service)	\$394.00	WCA Contract Price
Tree Installation - Furnish and Plant 36" Box Tree with Root Barrier (Contracted Service)	\$994.00	WCA Contract Price
Utility Excavation/Cuts (Including Edison Construction Work)	\$470.00	Permit Fee Plus 2 Hrs of Inspection Time
Utility Excavation/Cuts (Including Edison Construction Work) Impacting City Traffic Signal(s)	\$470 + Hourly Rate	Hourly Rate for Street Worker for Duration of Outage (i.e. 3 Hrs*\$82.92)
Utility Pole or Street Light (Remove, Relocate, Add, Etc.)	\$204.00	
Water Plan Review (Plan Check & Inspection)	6% of Construction Cost	3% for Plan Review and 3% for Inspection
Wide Load Permits (Per Trip, Per California DOT)	\$16.00	

WATER FEES

Fee Description	Recommended Fee	Additional Comments
Additional Fee If Customer Has Self-Restored	\$162.00	
Broken Lock/Damage (Plus Cost of Lock)	\$69.00	
Delinquent Account Field Notification	\$31.00	
Delinquent Reconnect Fee - After Hours	\$120.00	Fully Burdened Water Work at Time and a Half; Minimum 2 Hours Call Back Time Per MOU
Delinquent Reconnect Fee - Next Business Day	\$81.00	
Each Additional Set and Removal	\$41.00	
Fire Flow Availability	\$240.00	
Initial Fire Hydrant Meter Set/Removal	\$80.00	
Initial Service Turn On - After Hours	\$120.00	Fully Burdened Water Work at Time and a Half; Minimum 2 Hours Call Back Time Per MOU
Meter Re-Read	\$37.00	
Meter Set (Plus Actual Cost)	\$103.00	
Multi-Unit Delinquent Account Field Notification (Per Unit)	\$4.00	
Pressure Test	\$76.00	One Hr of Fully Burdened Water Worker
Service Line Install (Plus Actual Cost)	\$399.00	
Service Connection (Downgrade/Upgrade Meters)	\$200 + \$76/Hr	Minimum \$200 flat charge plus Fully Burdened Water Worker Hourly Rate
Trip Charge for Additional Field Visit	\$95.00	
Turn On & Off Water Service Customer Repair	\$88.00	
Turn On & Off Water Service Customer Repair After Hours - Planned	\$120.00	Fully Burdened Water Work at Time and a Half; Plus 25% Administrative Fee; Minimum 2 Hours Call Back Time Per MOU
Water Meter Test	\$112.00	

ENVIRONMENTAL FEES

Fee Description	Recommended Fee	Additional Comments
C&D Admin Review Large Tenant Improvements, Multifamily, Commercial/Industrial and Other Projects (Non-Refundable)	TBD	New Ordinance required to set fees.
C&D Admin Review Mid-Sized Tenant Improvements, Single Family Residential New Construction (Non-Refundable)	TBD	New Ordinance required to set fees.
C&D Admin Review Small Tenant Improvements and Residential Additions (Non-Refundable)	TBD	New Ordinance required to set fees.
C&D Diversion Plan Additional Review or Verification (Per Hour)	TBD	New Ordinance required to set fees.
C&D Performance Security Deposit (Refundable, \$30,000 Maximum)	TBD	New Ordinance required to set fees.
Environmental Plan Review - Standard (Per Hour, 1 Hour Minimum)	\$0.00	Recommend Deleting - Will incur costs in actual LID/Grading/SWPPP review costs below.
Hazardous Material/Illicit Discharge Response During Non-Business Hours & Holidays (Per Hour)	Actual Costs Based on OT Rate	Actual costs based on staff costs to respond and remediate discharge, materials used, disposal costs, contractor cost (if engaged by City) and Admin Cost (25%)
Hazardous Material/Illicit Discharge Response (7:30am-5:30pm Mon-Thurs) (Per Hour, Actual Costs Based on Staff Costs, Materials, Equipment, Disposal Costs and Admin Fee)	Actual Costs Based on FBR	Actual costs based on staff costs to respond and remediate discharge, materials used, disposal costs, contractor cost (if engaged by City) and Admin Cost (25%)
If Resident Found To Have Discharged Pool Without Pool Discharge Permit (Per Inspection)	\$57.00	Staff time to do Chlorine test = 1/2 hr MAT = \$57.47

ENVIRONMENTAL FEES

Fee Description	Recommended Fee	Additional Comments
Illegal Rolloff Impound Fee (Penalty)	\$500.00	
Landscape and Exterior Water Usage Plan Review (Per Hour) Staff Costs (Total 1 Hr)	\$133.00	Staff = 3/4 ESA(\$101.39) + 1/4 SAT (\$31.28) = \$132.67
LID Review (Includes Grading Plan Review) (Deposit) (Actual Costs If Exceeds Deposit of \$169/Hr, Which is Billed)	\$2,000.00	LID Review (10 hrs from first review to approval, with engineer versed in LID, however revisions and additional meetings are typically required (+2 hrs)) JLHA \$135 x 10 hrs + Admin Cost (25%) = \$1,687.50 or JLHA \$135 x 12 hrs + Admin Cost (25%) = \$2025; JLHA is recommending \$2,000 deposit + actual costs at \$169/hr if project requires more than 12 hours of review.
Maintenance Covenant Processing	\$203.55	Applicant provides Covenant; staff reviews, CM signs, returns 4 copies (CC, JLHA, ES). Not incorporated into LID Review.
Major Activity/Event Review	\$270.00	Include DRC/ACUP - Actual Costs - 2 ESA(\$270.36)
Minor Activity/Event Review	\$135.00	Include DRC/ACUP - Actual Costs - 1 ESA(\$135.18)
Mobile Washing Permit and Equipment/Process Inspection (Per Inspection) (At Business License Review)	\$89.00	Staff = 1/2 MAT(\$57.47) + 1/4 SAT (\$31.28) = \$88.75
No Fee - Attend Workshop + Compost Bin and Other Item Sale	\$0.00	\$72 subsidized by AB 939 fee (source reduction)

ENVIRONMENTAL FEES

Fee Description	Recommended Fee	Additional Comments
Non-LID Plan Review (New Construction, Major Tenant Improvement, Tenant Improvement with Outdoor Construction, Other) (Per Hour) Staff Costs (Total 2 Hr)	\$234.00	Staff = 1.5 ESA(\$202.79) + 1/4 SAT (\$31.28) = \$234.05
Non-Resident Wants to Purchase Compost Bin and Other Item Sale	\$72.00	Straight Cost incl. tax
NPDES - Environmental Compliance Fee (Charged to All Non Home-Based Businesses with License Application and Renewal) (Annual, Charged with Annual Business License Renewal)	\$15.00	Staff has not tacked costs; Recommend leave at \$15 and track over next year to get better handle on actual costs incurred to justify raising fee.
NPDES Construction Site Inspection - Violation Follow-Up (Per Incident) (Per Inspection) (Consultant Costs for Inspection + Staff Time to Process NOV)	\$334.00	Actual Costs - JLHA (\$128/hr) + 1/4 EST (\$50.06) + 1/2 MAT (\$57.47) + 1/4 SAT (\$31.28) x Admin Cost (25%) = \$333.51
NPDES Construction Site Inspection (Per Inspection) (Min of 1 Per Month During Active Construction for Length of Project)	\$160.00	Actual Costs - JLHA (\$128/hr) x Admin Cost (25%) = \$160.00 Ask contractor for estimated construction time and multiply by number of months anticipated.
NPDES Permit "No Exposure" or "Non-Applicability" or Other Certification Verification (Per Hour) (Actual Staff Cost)	\$139.00	Staff = 1/2 MAT(\$57.47) + 1/4 SAT (\$31.28) + 1/4 EST (50.06) = \$277.62 (Round up) = \$138.82

ENVIRONMENTAL FEES

Fee Description	Recommended Fee	Additional Comments
NPDES Permit Inspection - 30 Day Reinspection by Consultant (Per Hour) (Consultants Cost Inspection + Staff Costs) (Violation Letter)	\$330.00	Actual Costs - JLHA (\$125/hr) + (1/4 EST (\$50.06) + 1/2 hr MAT(\$57.47) + 1/4 SAT (\$31.27)) x Admin Cost (25%); NEW - MS4 permit now requires reinspection after 30 days, therefore we need to begin collecting a reinspection fee _ staff costs to process NOV. = \$329.75
NPDES Permit Inspection - 30 Day Reinspection by Staff (Per Hour) + Staff Costs (Inspection + Violation Letter)	\$278.00	Actual Costs - Staff Inspection + NOV (1/2 hr EST (100.13) + 1hr FBR MAT (\$114.94) + 1/2 hr SAT (62.55) = \$277.62
NPDES Permit Inspection - Commercial/Industrial (Annual, Plus Consultant Costs)	\$63.00	Actual Costs - 2 - JLHA (\$125) inspections x Admin Cost (25%)/5 (inspection every 2 years - split annually) \$62.50
NPDES Permit Inspection - Restaurants (Annual, Plus Consultant Costs)	\$63.00	Actual Costs - 2 - JLHA (\$125) inspections x Admin Cost (25%)/5 (inspection every 2 years - split annually) \$62.50
Plan Review (Residential Addition, Interior-Only Tenant Improvement) (Per Hour) Staff Costs (Total 1 Hr)	\$133.00	Staff = 3/4 ESA(\$101.39) + 1/4 SAT (\$31.28) = \$132.67
Pool Discharge Permit (Per Inspection)	\$0.00	No Fee
Post-Construction BMP Enforcement (Per Hour) (Consultant Costs for Inspection + Staff time to Process NOV	\$334.00	Actual Costs - JLHA (\$128/hr) + 1/4 EST (\$50.06) + 1/2 MAT (\$57.47) + 1/4 SAT (\$31.28) x Admin Cost (25%) = \$333.51

ENVIRONMENTAL FEES

Fee Description	Recommended Fee	Additional Comments
Post-Construction BMP Installation Inspections (Per Inspection) + (Consultant Costs)	\$160.00	Actual Costs - JLHA (\$128/hr) X Admin Cost (25%) = \$160.00
Post-Construction BMP Installation Inspections (Per Inspection) + (Consultant Costs)	\$160.00	Actual Costs - JLHA (\$128/hr) X Admin Cost (25%) = \$160.00
Recycling Permit Fee (Per Year)	\$30.00	Amount charged to recyclers (fee for service); Added to business licence (e-waste & women's club recycling)
Refuse - Large Event and Venue Waste Reduction & Recycling Plan Review	\$278.00	Staff = 1 MAT(\$114.94) + 1/2 SAT (\$62.55) + 1/2 EST (100.13) = \$277.62 Need to add to Ordinance
Resident Does Not Attend Workshop. Wants to Purchase Compost Bin and Other Item Sale	\$40.00	\$32 subsidized by AB 939 fee (source reduction)
SWPPP Review (Deposit) (5 Hr Review Included. If Additional Review Needed, Contractor Costs at \$135/Hr)	\$844.00	Actual Costs - JLHA (\$135/hr) x 5 hrs + Admin Cost (25%) = \$843.75 (round up); If additional time needed to review then \$135/hr invoiced to contractor.
Transfer of Property Subject to Maintenance Covenant of Structural and/or Treatment Control BMP's	\$153.48	
Water Quality Sampling of Illicit Discharge (Per Sampling Event) + (Sampling Costs)	Actual Costs + 25% Admin Fee	Actual cost for lab analysis + Admin Cost (25%)

INDUSTRIAL WASTE FEES

Fee Description	Recommended Fee	Additional Comments
Additional Plan Review or Revisions of Previously Approved Plans (Per Hour)	\$79.00	
Additional Site-Remediation Investigation, Per Hour (Actual PW Staff Time + Admin)	\$79.00	
Application for Closure and Inspection of Pretreatment Facility	\$362.00	
Industrial Waste Annual Inspection Fee - Class A (Per Inspection, Minimum of 1)	\$226.00	
Industrial Waste Annual Inspection Fee - Class B (Per Inspection, Minimum of 2)	\$451.00	
Industrial Waste Annual Inspection Fee - Class C (Per Inspection, Minimum of 3)	\$676.00	
Industrial Waste Annual Inspection Fee - Class D (Per Inspection, Minimum of 4)	\$901.00	
Industrial Waste Annual Inspection Fee - Class E (Per Inspection, 1 Every 2 Months)	\$1,056.00	
Industrial Waste Annual Inspection Fee - Class M (Per Inspection, 1 Every Month)	\$2,239.00	
Industrial Waste Annual Inspection Fee - Class RDS (Flat, Rain Water Diversion)	\$248.00	
Industrial Waste Disposal Permit - Sewer - New (Flat - Application Fee)	\$348.00	
Industrial Waste Disposal Permit - Sewer - Revised (Flat - Application Fee)	\$231.00	
Industrial Waste Disposal Permit - Off Site - New (Flat - Application Fee)	\$465.00	
Industrial Waste Disposal Permit - Off Site - Revised (Flat - Application Fee)	\$309.00	
Industrial Waste Disposal Permit - On Site - New (Flat - Application Fee)	\$426.00	
Industrial Waste Disposal Permit - On Site - Revised (Flat - Application Fee)	\$348.00	
Inspections Outside Normal Business Hours (Per Hour, 2 Hours Minimum - Bldg Inspector)	\$106.00	
Review of Site-Remedial Investigation and Clean-Up Plan, Initial Deposit (Flat Fee)	\$313.00	
Sewer Plan Review (Plan Check & Inspection)	6% of Construction Cost	3% for Plan Review and 3% for Inspection
Supplemental or Re-Inspection (Flat Fee)	\$226.00	

INDUSTRIAL WASTE FEES

Fee Description	Recommended Fee	Additional Comments
Wastewater Sampling and Analysis (Plus Materials & Any Additional Personnel Costs)	\$226.00	

PARKS & RECREATION FEES

Fee Description	Recommended Fee	Additional Comments
Aqua Aerobics (20 Class Flex Pass)	\$95.00	
Aqua Aerobics (Drop In - Per Person Per Day)	\$5.00	
Banner Hanging	\$400.00	
Joslyn Center Membership (Per Calendar Year)	N/A	
Junior Lifeguard Course	\$75.00	
Lap Swim (Per Person Per Day)	\$2.00	
Leaders-in-Training (Per Program Period)	\$40.00	
Leaders-in-Training Jr Lifeguard Program (Per Program Period)	\$75.00	
Lifeguard/Instructor Camp	N/A	
Little Tots Basketball (8 Weeks - 1 Day Per Week)	\$68.00	
Little Tots Flag Football (8 Weeks - 1 Day Per Week)	\$68.00	
Little Tots Soccer (8 Weeks - 1 Day Per Week)	\$68.00	
Little Tots T-Ball (8 Weeks - 1 Day Per Week)	\$68.00	
Parade Entry - Band	\$95.00	
Parade Entry - Commercial	\$85-\$210	
Parade Entry - Equestrian	\$55.00	
Parade Entry - General	\$45.00	
Parade Entry Late Fee	\$20.00	
Parade Vendor	\$100.00	
Pee Wee, Youth, Junior Basketball (8 Weeks - 2 Days Per Week)	\$91.00	
Pee Wee, Youth, Junior Flag Football (8 Weeks - 2 Days Per Week)	\$91.00	
Pee Wee, Youth, Junior Soccer (8 Weeks - 2 Days Per Week)	\$91.00	
Pee Wee, Youth, Junior T-Ball/Softball (8 Weeks - 2 Days Per Week)	\$91.00	
Rec N' Roll Movie Experience	N/A	
Recreation Swimming (Per Person Per Day)	\$1.00	
Saturday Group Lessons (5 Days, 40 Minutes Per Day)	\$40.00	
Saturday Private Lessons (5 Days, 40 Minutes Per Day)	\$100.00	
Saturday Semi-Private Lessons (5 Days, 40 Minutes Per Day)	\$70.00	
Senior Classes (Fees Vary - Average)	\$30.00	
Senior Excursions (Fees Vary - Average)	\$29.00	
Senior Special Events (Fees Vary - Average)	\$10.00	
Summer and Spring Day Camp (Per Week)	\$130.00	
Swim Team (10 Weeks, 4 Days Per Week, Including Meets)	\$195.00	

PARKS & RECREATION FEES

Fee Description	Recommended Fee	Additional Comments
Weekday Group Lessons (8 Days, 40 Minutes Per Day)	\$60.00	
Weekday Private Lessons (8 Days, 40 Minutes Per Day)	\$160.00	
Weekday Semi-Private Lessons (8 Days, 40 Minutes Per Day)	\$110.00	

LIBRARY FEES

Fee Description	Recommended Fee	Additional Comments
Arts & Crafts Fair Vendor Fee	\$15.00	Per Table
Community Room Rental Fee - Commercial (Per Hour)	\$30.00	
Community Room Rental Fee - Non Profit (Per Hour)	\$30.00	For up to 4 hours of use
Computer Printout Per Page	\$0.15	
Computer Printouts Color - Per Page	\$0.50	
Computer Tutoring Sessions (Taught by Volunteers; Cost Includes Booklet)	\$5.00	
Fax Service (For First 3 Pages, Plus \$0.50 Per Additional Page)	\$0.00	
Hold Fee	\$0.00	
Homework Help (Per Child, Per Day)	\$1.00	
Interlibrary Loans from Outside System	\$4.00	
Interlibrary Loans from System Libraries	\$4.00	
iPad Overdue Fee (Per Hour - Penalty)	\$20.00	
Library Card Replacement Fee	\$2.00	
Library DVD Rental	\$1.50	
Library Late Charges - Books Per Day (Penalty)	\$0.25	Also includes audiobooks, CD's, and magazines
Library Late Charges - Collection Agency - Per Item (Penalty)	\$20.00	
Library Late Charges - DVDs Per Day (Penalty)	\$1.00	
Lost/Damage Audio Book CD - Plus Actual Material Replacement Cost	\$4.00	
Lost/Damage Book Fees - Plus Actual Material Replacement Cost	\$4.00	
Lost/Damage Cases for Audiobook - Plus Actual Material Replacement Cost	\$4.00	
Lost/Damage Cases for DVD - Plus Actual Material Replacement Cost	\$4.00	
Lost/Damage Cases for Music CD - Plus Actual Material Replacement Cost	\$4.00	
Lost/Damage CD - Plus Actual Material Replacement Cost	\$4.00	
Lost/Damage DVD - Plus Actual Material Replacement Cost	\$4.00	
Lost/Damage iPad- Cost Plus Processing Fee	\$450.00	
Lost/Damage Magazines - Plus Actual Material Replacement Cost	\$4.00	

LIBRARY FEES

Fee Description	Recommended Fee	Additional Comments
Photocopy Per Page	\$0.15	
Test Proctoring	\$15.00	

PLANNING FEES

Fee Description	Recommended Fee	Additional Comments
Additional Review Fee	Actual Cost	
Administrative Conditional Use Permit: Special Event Less Than 30 Days	\$105.00	
Administrative Conditional Use Permit: Special Event such as Carnival, Car Show, K-Run, Small Scale Auto Sales, etc.	\$1,869.00	
Administrative Conditional Use Permit: Bingo, Las Vegas Nights, etc.	\$158.00	
Administrative Conditional Use Permit: Fee for Non-Profits, etc.	\$320.00	No Charge with Verification of IRS Exempt Status
Administrative Conditional Use Permit: Pumpkin Patch & Christmas Tree Lot (over the counter review)	\$225.00	
ABC Investigation w/o CUP	\$105.00	
ABC Investigation with CUP	\$105.00	
Annexation (City)	\$10,830.00	
Annexation (Community Facility District - CFD)	Actual Cost	
Appeal to Planning Commission or City Council: Other than SPR	\$1,699.00	
Appeal to Planning Commission or City Council: Non-Applicant (SPR Only)	\$1,699.00	
Appeal to Planning Commission or City Council: Applicant (SPR Only)	\$1,699.00	
Assistant Planner Hourly Rate	\$61.00	
Associate Planner Hourly Rate	\$67.59	
Business License Review (In-Home & Other) Counter Review	\$105.00	
Business License Review (In-Home & Other) Counter Review w/Field	\$263.00	
Change in Nonconforming Use	\$4,134.00	
City Attorney Review of Covenants, Easements, Agreements & Other Legal Documents (Per Hour)	Contract Rate	
City Planner Hourly Rate	\$88.00	
Community Development Director Hourly Rate	\$210.00	
Conditional Use Permit	\$4,134.00	
Conditional Use Permit: 6-Month Review by Planning Commission	\$1,289.00	
Construction Plan Modification	\$266.00	
Construction Plan Review	\$266.00	

PLANNING FEES

Fee Description	Recommended Fee	Additional Comments
Designation of a Heritage Tree (Private Applicant)	\$5,970.00	
Designation of Historic Landmark/Structure of Merit (Private Applicant)	\$5,970.00	
Environmental Review - Staff Review of Applicant's Initial Study, Environmental Reports or Studies (Plus Consultant Costs)	\$4,118 Plus Consultant Costs	
Environmental Impact Report - Staff Review and Consultant Costs)	Deposit + Actual Costs	
General Plan Amend - Text or Map Change	\$10,830.00	
General Plan Fee	\$2.00 per \$1,000 of Construction Valuation	
Grading Plan Review	\$266.00	
Landscape & Construction Review Fee: Artificial Turf Installation or Single-Family Construction	\$354.00	
Landscape & Construction Review Fee: Project Less Than 1 Acre	\$620.00	
Landscape & Construction Review Fee: Project 1.1 Acres to 2.99 Acres	\$886.00	
Landscape & Construction Review Fee: Project Over 3 Acres	\$1,330.00	
Lot Line Adjustment	\$773.00	
Outdoor Dining and Display	\$1,435.00	
Parking Agreement	\$4,134.00	
Photocopies:		
A. Counter information - Each page	\$0.10	
B. Filed Information		
First page	\$4.00	
Each additional page	\$0.10	
C. Zone Maps		
Page	\$0.50	
Large Book	\$20.00	
Small Book	\$6.00	
Planned Community Development (Establishment of PCD and Major Modification to PCD)	\$10,830.00	
Planned Community Development (Minor Modification)	\$1,869.00	
Planning Aide Hourly Rate	\$32.00	
Planning Technician Hourly Rate	\$52.00	
Pre-Submittal Application Review (Flat Rate Fee)	\$632.00	

PLANNING FEES

Fee Description	Recommended Fee	Additional Comments
Reinspection Fee	\$177.00	
Senior Administrative Technician Hourly Rate	\$63.00	
Shopping Cart Containment/Retrieval Plan Review	\$654.00	
Sign Permit - Annual Display Program	\$210.00	
Sign Permit - Permanent	\$316.00	
Sign Permit - Temporary	\$105.00	
Sign Program Review	\$1,128.00	
Site Plan Review (SPR) Major	\$5,417.00	
Site Plan Review (SPR) Minor Site & Bldg Impr. Over Counter Review w/o Field	\$105.00	
Site Plan Review (SPR) Minor Site & Bldg Impr. Not Over Counter Review & w/o Field	\$205.00	
Site Plan Review (SPR) Minor w/o DRC: Modifications to Existing Resi.	\$421.00	
Site Plan Review (SPR) Minor w/DRC: Modifications to Existing Non-Resi.	\$632.00	
Site Plan Review (SPR) Minor w/DRC: New Dwelling Unit/2nd Unit, Minor Non-Resi. Improvements	\$3,168.00	
Site Plan Review (SPR) Administrative Time Extension	\$266.00	
Site Plan Review (SPR) Planning Commission Time Extension	\$812.00	
Special Construction Permit (Noise)	\$177.00	
Special Plan Review (Lighting, CMD, Parking, etc.)	\$266.00	
Tentative Parcel Map	\$3,769.00	
Tentative Tract Map	\$10,830.00	
Tentative Tract Map/Tentative Parcel Map: Minor Amendment or Time Extension	\$500.00	No Change
Tree Preservation Permit Minor	\$1,128.00	
Tree Preservation Permit Regular	\$2,504.00	
Vacation of Rights-of-Way	\$450.00	No Change
Variance Major (Non-Single-Family Structure)	\$4,134.00	
Variance Major (Single-Family)	\$2,474.00	
Varinace Minor	\$1,236.00	No Change
Verification & Research Fee	Actual Cost	
Yard Sale Permit	\$10.00	
Zoning Ordinance Amend - Add Uses	\$4,736.00	
Zoning Ordinance Amend - Text or Map Change	\$10,830.00	
Zoning Verification Letter	\$316.00	

CODE ENFORCEMENT FEES

Fee Description	Recommended Fee	Additional Comments
Abandoned/Vacant Property Registration Fee	\$100.00	
Appeal of Abatement	\$333.00	
Compliance Inspection/Reinspection Fee	\$100.00	
Newspaper Rack Inspection Fee	\$58.00	
Rental Inspection Fee (1-3 Units, \$18 Per Additional Unit)	\$126.00	

BUILDING FEES

Fee Description	Recommended Fee	Additional Comments
"After Hours" Construction Permit	\$57.50	
ADA Ramps	\$184.00	
Address Verification	Actual Cost	
After Hours (Scheduled) Call-Out Fee (2 Hour Minimum)	\$305.90	
Antenna (0-30 Ft)	\$397.90	
Antenna (31+ Ft)	\$489.90	
Antenna Equipment Container	\$397.90	
Archive Fee	2% of Permit Value	
Awning or Canopy	\$230.00	
Balcony Addition	\$230.00	
Carnivals and Tents	\$184.00	
Carport	\$198.95	
Carport (with Calcs)	\$276.00	
Cellular/Mobile Phone, Co-Location	\$336.95	
Cellular/Mobile Phone, Free-Standing	\$336.95	
Change of Contractor	\$46.00	
Change of Occupancy	\$290.95	
Close Existing Openings - Exterior Wall	\$230.00	
Close Existing Openings - Interior Wall	\$230.00	
Code Compliance Inspections/Reinspection	\$290.95	
Covered Porch	\$230.00	
Deck (Wood)	\$184.00	
Deck (Wood) (with Calcs)	\$230.00	
Deed Restriction (Per 1/2 Hour)	\$86.25	
Demolition	\$290.95	
Door - New Door (Non Structural)	\$213.90	
Door - New Door (Structural Shear Wall/Masonry)	\$290.95	
Each Additional Call-Out Hour	\$152.95	
Each Additional Pole	\$60.95	
Emergency (Non-Scheduled) Call-Out Fee (4 Hour Minimum)	\$611.80	
FEMA Flood Zone Review (Per Hour)	\$152.95	
Fence of Freestanding Wall (Non-Masonry) - Each Additional 100 LF	\$77.05	
Fence of Freestanding Wall (Non-Masonry) - Each Additional 100 LF	\$152.95	
Fence of Freestanding Wall (Non-Masonry) - Over 10 Feet in Height (First 100 LF with Calcs)	\$322.00	

BUILDING FEES

Fee Description	Recommended Fee	Additional Comments
Fence of Freestanding Wall (Non-Masonry) - Over 10 Feet in Height (First 100 LF)	\$259.90	
Fence of Freestanding Wall (Non-Masonry) - Up to 10 Feet in Height (First 100 LF)	\$213.90	
Fence of Freestanding Wall (Masonry) - Masonry, Over 3 Feet Up to 6 Feet High (First 100 LF)	\$213.90	
Fence of Freestanding Wall (Masonry) - Masonry, Over 3 Feet Up to 6 Feet High: Each Additional 100 LF	\$77.05	
Fence of Freestanding Wall (Masonry) - Masonry, Special Design (6-10' High)	\$290.95	
Fence of Freestanding Wall (Masonry) - Masonry, Special Design (Over 10' High)	\$368.00	
Fence of Freestanding Wall (Masonry) - Masonry, Special Design: Each Additional 100 LF	\$123.05	
Fence of Freestanding Wall (Masonry) - Masonry, Special Design: Each Additional 100 LF	\$152.95	
Fire Safe Standards Review (SRA) (Per Hour)	\$152.95	
Fireplace: Masonry	\$213.90	
Fireplace: Masonry (with Calcs)	\$290.95	
Fireplace: Pre-Fabricated/Metal	\$322.00	
Flag Pole (Over 30 Feet in Height)	\$184.00	
Garage (Detached) - Masonry up to 1,000 SF	\$520.95	
Garage (Detached) - Wood frame Up to 1,000 SF	\$368.00	
Greenhouse (Non-Commercial)	\$184.00	
Greenhouse (Non-Commercial) (with Calcs)	\$244.95	
Lighting Pole	\$198.95	
Mobile Home	\$322.00	
Mobile Home, Double Wide	\$443.90	
New (Multi-Family) - Single Phase Service (Per 100 AMPS)	\$77.05	
New (Multi-Family) - Three Phase Service (Per 100 AMPS)	\$92.00	
Other Electrical Inspections (Per Hour)	\$152.95	
Partition - Commercial, Interior (Up to 30 LF)	\$259.90	
Partition - Commercial, Interior: Additional Partition (Each 30 LF)	\$123.05	
Partition - Residential, Interior (Up to 30 LF)	\$213.90	
Partition - Residential, Interior: Additional Partition (Each 30 LF)	\$77.05	

BUILDING FEES

Fee Description	Recommended Fee	Additional Comments
Patio Cover - Additional Enclosed Patio (Each 300 SF)	\$106.95	
Patio Cover - Additional Patio (Up to 300 SF)	\$92.00	
Patio Cover - Enclosed (Up to 300 SF)	\$184.00	
Patio Cover - Enclosed, Metal Frame (Up to 300 SF with Calcs)	\$244.95	
Patio Cover - Enclosed, Metal Frame (Up to 300 SF)	\$213.90	
Patio Cover - Enclosed, Other Frame (Up to 300 SF)	\$276.00	
Patio Cover - Enclosed, Wood Frame (Up to 300 SF with Calcs)	\$230.00	
Patio Cover - Metal Frame (Up to 300 SF)	\$184.00	
Patio Cover - Other frame (Up to 300 SF)	\$213.90	
Patio Cover - Photovoltaic System (Per KWh)	\$305.90	
Patio Cover - Wood Frame (Up to 300 SF with Calcs)	\$290.95	
Patio Cover - Wood Frame (Up to 300 SF)	\$213.90	
Permit Issuance	\$17.25	
Pile Foundation - Additional Stucco Application (Each 400 SF)	\$31.05	
Pile Foundation - Cast in Place Concrete (First 10 Piles)	\$184.00	
Pile Foundation - Cast in Place Concrete: Additional Piles (Increments of 10)	\$92.00	
Pile Foundation - Driven (Steel, Pre-Stressed Concrete Up to 10)	\$213.90	
Pile Foundation - Driven: Additional Piles (Increments of 10)	\$92.00	
Pile Foundation - Pre-Plan Inspection (Per Hour)	\$152.95	
Pile Foundation - Relocated Building (Within 25 Miles of City Offices)	\$351.90	
Pile Foundation - Relocated Building: Each Additional 10 Miles (or Portion Thereof)	\$0.00	
Pile Foundation - Stucco Applications (Up to 400 SF)	\$184.00	
Pre-Plan Inspection (Per Hour)	\$152.95	
Re-Check Fee (Per 1/2 Hour)	\$86.25	
Reinspection Fee (Per 1/2 Hour)	\$86.25	
Reinspection Fee (Per Hour)	\$152.95	
Remodel - (Residential) - 500 SF Single Story	\$276.00	
Remodel - (Residential) - Additional Remodel (Garage Conversions - Each 500 SF)	\$77.05	
Remodel - (Residential) - Kitchen (More than 500 SF)	\$368.00	
Re-Roofing - Additional Roof Structure Replacement (Each 100 SF)	\$31.05	

BUILDING FEES

Fee Description	Recommended Fee	Additional Comments
Re-Roofing - Comp/Metal (First 100 SF)	\$92.00	
Re-Roofing - Comp/Metal: Each Additional 100 SF	\$14.95	
Re-Roofing - Roof Structure Replacement (Up to 100 SF)	\$184.00	
Re-Roofing - Tile/Shake: (First 100 SF)	\$106.95	
Re-Roofing - Tile/Shake: Each Additional 100 SF	\$14.95	
Research (Per 1/2 Hour)	\$86.25	
Retaining Wall (Concrete or Masonry) - Additional Retaining Wall (Each 50 LF)	\$14.95	
Retaining Wall (Concrete or Masonry) - First 50 LF	\$213.90	
Retaining Wall (Concrete or Masonry) - Gravity/Crib Wall (First 50 LF)	\$244.95	
Retaining Wall (Concrete or Masonry) - Gravity/Crib Wall, Over 10' High (Up to 50 LF)	\$276.00	
Retaining Wall (Concrete or Masonry) - Gravity/Crib Wall, Over 10' High: Additional Gravity/Crib Wall (Each 50 LF)	\$46.00	
Retaining Wall (Concrete or Masonry) - Gravity/Crib Wall: Additional Gravity/Crib Wall (Each 50 LF)	\$31.05	
Retaining Wall (Concrete or Masonry) - Special Design, 3-10' High (Up to 50 LF)	\$322.00	
Retaining Wall (Concrete or Masonry) - Special Design, 3-10' High: Additional Retaining Wall (Each 50 LF)	\$31.05	
Retaining Wall (Concrete or Masonry) - Special Design, 3-10' High: Additional Retaining Wall (Each 50 LF)	\$46.00	
Retaining Wall (Concrete or Masonry) - Special Design, Over 10' High (Up to 50 LF)	\$382.95	
Room Addition - (First Story) - Additional Room Addition (Over 500 SF with Calcs)	\$167.90	
Room Addition - (First Story) - Additional Room Addition (Over 500 SF)	\$138.00	
Room Addition - (First Story) - Up to 500 SF (with Calcs)	\$460.00	
Room Addition - (First Story) - Up to 500 SF	\$428.95	
Room Addition - (Multi-Story) - Up to 500 SF	\$460.00	
Room Addition - (Multi-Story) Additional Room Addition (Over 500 SF with Calcs)	\$167.90	

BUILDING FEES

Fee Description	Recommended Fee	Additional Comments
Room Addition - (Multi-Story) Additional Room Addition (Over 500 SF)	\$138.00	
Room Addition - (Multi-Story) Sauna - Steam	\$276.00	
Room Addition - (Multi-Story) Up to 500 SF (with Calcs)	\$397.90	
Siding - Additional Siding (Each 400 SF)	\$14.95	
Siding - All Other (Up to 400 SF)	\$138.00	
Siding - Stone and Brick Veneer (Interior or Exterior - Up to 400 SF)	\$184.00	
Signs - Directional	\$138.00	
Signs - Each Additional Directional Sign	\$31.05	
Signs - Freeway Sign	\$397.90	
Signs - Freeway Sign with Master Plan	\$550.85	
Signs - Ground/Roof/Projecting Signs	\$276.00	
Signs - Permanent	\$184.00	
Signs - Temporary	\$138.00	
Signs - Wall, Electric	\$152.95	
Signs - Wall/Awning Sign, Non-Electric	\$123.05	
Skylight - Each Additional Flight	\$46.00	
Skylight - Greater Than 10 SF or Structural	\$244.95	
Skylight - Less Than 10 SF	\$167.90	
Skylight - Spa or Hot Tub (Pre-Fabricated)	\$138.00	
Skylight - Stairs - First Flight	\$184.00	
Soils Review (Up to 1/2 Hour)	\$86.25	
Special Inspector Application (New Item)	\$51.05	
Stand Alone Electrical Plan Check (Per Hour)	\$152.95	
Stand Alone Mechanical Plan Check (Per Hour)	\$152.95	
Stand Alone Plumbing Plan Check (Per Hour)	\$152.95	
Standard Hourly Rate	\$152.95	
Storage Racks - 0-8' High (Up to 100 LF)	\$152.95	
Storage Racks - 0-8' High: Each Additional 100 LF	\$31.05	
Storage Racks - Over 8' High (Up to 100 LF)	\$198.95	
Storage Racks - Over 8' High: Each Additional 100 LF	\$46.00	
Street Address Change	\$395.00	
Subaddress Addition	Actual Cost	
Supplemental Inspection Fee (Per Hour)	\$152.95	
Supplemental Plan Check Fee (@ Counter) (Per Hour)	\$152.95	
Swimming Pool/Spa - Additional Pool (Over 800 SF)	\$92.00	
Swimming Pool/Spa - Commercial Pool (Over 800 SF)	\$504.85	
Swimming Pool/Spa - Commercial Pool (Up to 800 SF)	\$474.95	
Swimming Pool/Spa - Fiberglass	\$336.95	

BUILDING FEES

Fee Description	Recommended Fee	Additional Comments
Swimming Pool/Spa - Gunite - Custom and to Establish Master (Up to 800 SF)	\$550.85	
Swimming Pool/Spa - Vinyl-Lined (Up to 800 SF)	\$322.00	
Temporary Utility Connection or Occupancy	\$152.95	
Travel and Documentation (Additional Trip)	\$41.40	
Travel and Documentation (Standard)	\$41.40	
Underground Storage Tanks Installation/Removal (Per Tank)	\$230.00	
Window or Sliding Glass Door - Bay Window (Structural)	\$244.95	
Window or Sliding Glass Door - New Window (Non-Structural) (Each 10)	\$184.00	
Window or Sliding Glass Door - New Window (Structural Shear Wall/Masonry) (Each 10)	\$213.90	
Window or Sliding Glass Door - Replacement (Frame & Pane) (Each 10)	\$152.95	