

FEE SCHEDULE

Fee Effective July 29, 2024

Ref #	Fee Name	Adopted Fees
PLANNING		
24-001	ADMINISTRATIVE USE PERMIT REVIEW	Non-commercial wall mural - No charge Minor Outdoor Amplified Music - \$109 per application (subsidized) Other - \$2,094 per application
24-001-Sign	SIGNAGE ADMINISTRATIVE USE PERMIT REVIEW	\$109 per application, inclusive of noticing and label generation fees (subsidized)
24-002	MINOR CONDITIONAL USE PERMIT REVIEW	\$3,048 per application
24-003	MAJOR CONDITIONAL USE PERMIT REVIEW	Standard (less than 5 acres) - \$6,494 per application Major (5 acres or greater) - \$10,534 per application
24-004	VARIANCE APPLICATION	\$3,250 per application
24-006	DEVELOPMENT AGREEMENT	\$16,358 deposit with staff charges at the fully allocated hourly rates plus any outside or legal expenses
24-006A	PLANNING AGREEMENT PREPARATION	\$180 per agreement
24-007	SPECIFIC PLAN	\$13,086 deposit with staff charges at the fully allocated hourly rates plus any outside or legal expenses
24-008	GENERAL PLAN/ZONING MAP AMENDMENT	\$6,276 per application
24-010	GENERAL PLAN/ZONING TEXT AMENDMENT	Minor - \$2,606 per application Major - \$6,832 per application Combined with a map and/or master plan of development (CUP) - 50% of these fees
24-011	TENTATIVE PARCEL MAP	\$5,676 per application
24-012	TENTATIVE TRACT MAP	\$8,026 per map plus \$104 per lot over 10 lots

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Ref #	Fee Name	Adopted Fees
PLANNING (continued)		
24-013	CONDOMINIUM CONVERSION TENTATIVE MAP	\$6,941 per map plus \$115 per unit over 15 units Commercial - \$3,097 per map
24-014	PRECISE PLAN	\$2,154 per application
24-015	MAP/CONDITIONAL USE PERMIT RECONSIDERATION/AMENDMENT REVIEW	\$2,819 per application
24-015A	PLANNED DEVELOPMENT REPEAL	\$1,265 per application
24-016	ENVIRONMENTAL IMPACT REPORT REVIEW	10% of contract consultant amount for City staff review
24-016A	ENVIRON MITIGATION NEGATIVE DECLARATION	Standard - \$3,315 per application in addition to other application fees where applicable Expanded - \$5,529 per application in addition to other application fees where applicable
24-016B	ENVIRONMENTAL CATEGORICAL EXEMPTION	\$234 per application Class 32 - \$1,101 per application Plus any filing fees
24-016C	ENVIRONMENTAL IMPACT REPORT/MITIGATED NEGATIVE DECLARATION ADDENDUM	\$2,863 per application in addition to other application fees where applicable
24-017	ANNEXATION	\$21,810 deposit with staff charges at the fully allocated hourly rates plus any outside or legal expenses
24-018	LOT LINE ADJUSTMENT REVIEW	Historic Conflict Lot Line Adjustment - \$1,636 per application (subsidized) Urban Lot Split- \$2,803 per application Other - \$2,186 per application
24-019	VOLUNTARY LOT MERGER	\$960 per application
24-022	SUBSTANTIAL CONFORMANCE FINDING	\$649 per application

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Ref #	Fee Name	Adopted Fees
PLANNING (continued)		
24-023	FINDING OF CONVENIENCE & NECESSITY	\$540 per application
24-024	TEMPORARY OCCUPANCY REVIEW	Commercial/Industrial/Multi-Family - \$1,238 per application Single Family Residential - \$545 per application
24-025	ADMINISTRATIVE TIME EXTENSION REVIEW	\$611 per application
24-026	PLANNING COMMISSION TIME EXTENSION REVIEW	\$1,009 per application
24-027	CONTINUANCE	\$327 per application
24-028	APPEAL TO PLANNING COMMISSION	\$1,668 per application for 70% cost recovery
24-029	APPEAL TO CITY COUNCIL	\$1,876 per application for 70% cost recovery
24-030	NATIVE TREE REMOVAL PERMIT	Dead/Diseased Tree - No Charge Non-Heritage Tree - \$267 per permit Heritage Tree - \$1,270 per permit
24-031	TREE PROTECTION PLAN / INSPECTION FOR BUILDING PERMIT	Minor (No Arborist Required) - No charge if done in conjunction with Planning Plan Check fee or \$87 per review if done independently Major - \$354 per application Fee includes one inspection and one re-inspection
24-032	RE-INSPECT TREE PROTECTION	\$180 per inspection Fee imposed on the third and any subsequent inspections
24-037	BUILDING ADDRESS ASSIGNMENT PROCESSING	SFR/Duplex - \$87 per application 3-10 Units - \$131 per application 11-20 Units - \$398 per application Each Additional Unit over 20 - \$27
24-038	REAL ESTATE/PROPERTY INFO LETTER	\$251 per letter

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Ref #	Fee Name	Adopted Fees
PLANNING (continued)		
24-039	CONSTRUCTION OPERATION AFTER-HOURS	\$573 per application
24-040	PLANNING REVIEW/APPROVAL OF ENCROACHMENT PERMT	\$224 per permit
24-040A	PLANNING REVIEW / APPROVAL OF BUILDING PERMIT	Base Fee - 15% of the Building Permit Fee CUP/PD Compliance - \$622 per application DRC Review - \$534 per application + 7.5% Community Development Technology Surcharge
24-040B	PLANNING INSPECTION	\$180 per inspection
24-040C	PLANNING- EXTRA PLAN CHECK/INSPECTION	\$180 per hour OR 1.3 times the actual cost of contract consultant
24-040D	PLANNING BUSINESS LICENSE REVIEW	Commercial Zoning Clearance - \$87 per application Home Occupation - \$87 per application Change of Owner - \$76 per application
24-040E	BUILDING BUSINESS LICENSE INSPECTION	\$196 per business
24-040F	COMMUNITY DEVELOPMENT MISCELLANEOUS SERVICES	Charge all staff at the fully allocated hourly rates plus any outside legal expenses
24-040G	COMMUNITY DEVELOPMENT TECHNOLOGY SURCHARGE	7.5% of fees as detailed in the individual services

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Ref #	Fee Name	Adopted Fees
BUILDING		
24-041	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
24-041A	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 (\$95 minimum) Mechanical Permits-10% of Building Permit Fee (\$95 minimum) Electrical Permits-10% of Building Permit Fee (\$95 minimum) + 7.5% Community Development Technology Surcharge
24-041C	OVER THE COUNTER MISCELLANEOUS BUILDING PERMIT	Water Heater - \$104 Minor (1 inspection) - \$267 per permit Major (2 inspections) - \$463 per permit + 7.5% Community Development Technology Surcharge

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Ref #	Fee Name	Adopted Fees
BUILDING (continued)		
24-041D	EXPRESS BUILDING PERMIT	Residential Rooftop Solar Systems under 10 KW - \$491 per permit (subsidized) Other - \$654 per permit + 7.5% Community Development Technology Surcharge
24-041D- Sign	EXPRESS SIGN PERMIT	Sign Permit - \$82 per permit (subsidized) Exclusive of Monument Signs and Pole Signs
24-048	PLAN REVISION CHECKING	\$224 plus actual cost of City staff at the fully allocated hourly rates or actual cost of consultant
24-049	BUILDING - EXTRA PLAN CHECK/INSPECTION	Plan Check - \$38 plus \$196 per hour, 1 hour minimum or the actual cost of contract consultant Inspection - \$234 per extra inspection
24-050	RESTAMPING OF APPROVED PLANS	Single Family Residential - \$213 per plan Commercial/Industrial/Multi-Family - \$387 per plan
24-051	LOST INSPECTION CARD	\$136 per card
24-051A	CHANGE OF CONTRACTOR OR RESPONSIBLE PARTY	\$213 per application
24-052	APPEAL TO BOARD OF APPEALS	\$1,423 per appeal for 70% cost recovery
24-068	GENERAL PLAN MAINTENANCE	7% of all building permits, which includes new structures and additions
24-069A	DISTRICT FORMATION PROCESSING	\$5,136 per district plus any outside consultant or legal costs
24-069B	COMMUNITY FACILITY DISTRICT ANNEXATION	\$1,483 per district plus any outside consultant or legal costs
24-117	CHANGE OF OCCUPANCY	\$267 per application

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Ref #	Fee Name	Adopted Fees
FIRE DEVELOPMENT		
24-042	FIRE BUILDING PLAN CHECK/INSPECTION	30% of Building Plan Check Fees + 7.5% Community Development Technology Surcharge
24-042A	FIRE SPRINKLER PLAN CHECK	New Residential Plan Check - \$202 plus actual cost of consultant Tenant Improvement Residential Remodel Plan Check - \$202 plus actual cost of consultant Commercial Plan Check - \$202 plus actual cost of City staff at the fully allocated hourly rates or actual cost of consultant + 7.5% Community Development Technology Surcharge
24-042B	FIRE SPRINKLER INSPECTION	Residential - \$294 Commercial - Charges at the fully allocated hourly rates plus any outside expenses + 7.5 Community Development Technology Surcharge
24-042C	EXTRA FIRE PLAN CHECK/INSPECTION	\$213 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
24-042D	SPRINKLER EXPRESS PLAN CHECK/INSPECTION	\$234 per permit + 7.5% Community Development Technology Surcharge
24-043A	FIRE ALARM PLAN CHECK	\$202 plus actual cost of consultant + 7.5% Community Development Technology Surcharge

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Ref #	Fee Name	Adopted Fees
FIRE DEVELOPMENT (continued)		
24-043B	FIRE ALARM INSPECTION	Single Family Residential - \$240 Other - Charges at the fully allocated hourly rates plus any outside expenses + 7.5% Community Development Technology Surcharge
24-044A	NEW FIRE HOOD/SUPPRESSION PLAN CHECK	\$125 plus actual cost of consultant + 7.5% Community Development Technology Surcharge
24-044B	NEW FIRE HOOD/SUPPRESSION INSPECTION	\$136 per project + 7.5% Community Development Technology Surcharge
24-045	PRIVATE HYDRANT SYSTEM PC/INSPECTION	\$627 per system plus actual cost of consultant + 7.5% Community Development Technology Surcharge

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Ref #	Fee Name	Adopted Fees
PUBLIC WORKS		
24-053	ON-SITE GRADING PLAN CHECK - BUILDING	Minor (Less than 50 CY/1,000 sq ft of disturbed soil) - \$82 Single Family Residence/Accessory: 50-100 CY of disturbed soil - \$344 101-500 CY of disturbed soil - \$425 501+ CY/1 acre or more of disturbed soil - \$654 Commercial/Industrial/Multifamily - \$720 plus \$169 per each 5,000 sq ft of disturbed soil after the first 5,000 sq ft Rough Grading - \$518 + 7.5% Community Development Technology Surcharge
24-053C	ENGINEERING-EXTRA PLAN CHCK/INSPECTION	\$38 per plan/inspection plus \$164 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
24-053D	TEMPORARY STOCKPILE PERMIT	\$436 per permit
24-053E	PLOT PLAN REVIEW	Single Family - \$82 per lot Commercial/Industrial/Multi-Family - \$164 per lot
24-053F	ENGINEERING COMMERCIAL MODIFICATION REVIEW	\$147 per application
24-053G	ON-SITE STORMWATER MANAGEMENT PLAN CHECK	Tier 3 - \$720 Tier 4 - \$1,112 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		
24-053H	SWPPP PLAN CHECK/INSPECTION	Plan Check - \$393 Inspection - \$327 per quarter per site + 7.5% Community Development Technology Surcharge
24-053W	OWTS (SEPTIC SYSTEM) PLAN CHECK	New/Modified (associated with a structure) - \$431 per plan Replacement (not associated with a structure) - \$594 per plan + 7.5% Community Development Technology Surcharge
24-054	ON-SITE GRADING INSPECTION	Minor (Less than 50 CY/1,000 sq ft of disturbed soil) - \$125 Single Family Residence/Accessory: 50-100 CY of disturbed soil - \$316 101-500 CY of disturbed soil - \$447 501+ CY/1 acre or more of disturbed soil - \$845 Commercial/Industrial/Multi-Family - \$551 plus \$267 per each 5,000 sq ft of disturbed soil after the first 5,000 sq ft + 7.5% Community Development Technology Surcharge
24-054B	ON-SITE STORMWATER MGMT INSPECTION	\$398 per drainage facility + 7.5% Community Development Technology Surcharge
24-054W	OWTS (SEPTIC SYSTEM) INSPECTION	\$387 per permit + 7.5% Community Development Technology Surcharge

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Ref #	Fee Name	Adopted Fees
PUBLIC WORKS (continued)		
24-055	PUBLIC IMPROVEMENT PLAN CHECK	<p>\$0 - \$50,000 - 8.00% of the Engineer's Estimate (\$1,091 minimum)</p> <p>\$50,000 - \$100,000 - \$4,030 plus 4.45% of the Engineer's Estimate over \$50,000</p> <p>\$100,000 - \$500,000 - \$6,255 plus 1.55% of the Engineer's Estimate over \$100,000</p> <p>\$500,000 - \$1,000,000 - \$12,455 plus 1.07% of the Engineer's Estimate over \$500,000</p> <p>\$1,000,000+ - \$17,805 plus 0.53% of the Engineer's Estimate over \$1,000,000</p> <p>+ 7.5% Community Development Technology Surcharge</p>
24-055A	PUBLIC IMPROVEMENT INSPECTION	<p>\$0 - \$50,000 - 4.00% of the Engineer's Estimate (\$1,091 minimum)</p> <p>\$50,000 - \$100,000 - \$2,135 plus 4.07% of the Engineer's Estimate over \$50,000</p> <p>\$100,000 - \$500,000 - \$4,170 plus 0.98% of the Engineer's Estimate over \$100,000</p> <p>\$500,000 - \$1,000,000 - \$8,090 plus 0.82% of the Engineer's Estimate over \$500,000</p> <p>\$1,000,000+ - \$12,190 plus 0.47% of the Engineer's Estimate over \$1,000,000</p> <p>+ 7.5% Community Development Technology Surcharge</p>

FEE SCHEDULE

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Ref #	Fee Name	Adopted Fees
PUBLIC WORKS (continued)		
24-055B	ENGINEERING AGREEMENTS	Public or Subdivision Improvements (Tract Map) - \$763 per agreement Deferral of Improvements (Parcel Map) - \$420 per agreement Sewer Extension Reimbursement - \$611 per agreement Oversizing Improvements Reimbursement - \$1,200 per agreement Maintenance of Stormwater Facilities - \$333 per agreement OWTS (Septic) Pre-Treatment Systems - \$333 per agreement plus \$183 annually
24-056	TEMPORARY ENCROACHMENT PERMIT	Short Term - \$115 Long Term - Minor - \$213 Long Term - Major - \$823 Outdoor Dining - New - \$393 (subsidized) Outdoor Dining - Annual - \$180 (subsidized) Overhead Structure - \$169 Miscellaneous Minor Use - \$115
24-057	STANDARD ENCROACHMENT PERMIT - IMPROVEMENT	Driveway Approach: New - \$480 Replacement - \$202 New Curb/Gutter - \$480 plus \$4 for each linear foot New Sidewalk - \$333 plus \$4 for each linear foot Miscellaneous Minor - \$169 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

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Ref #	Fee Name	Adopted Fees
PUBLIC WORKS (continued)		
24-058	STANDARD ENCROACHMENT PERMIT - UTILITY	Sewer Main Connection Inspection: SFR - \$278 per connect Commercial/Industrial/Multi-Family - \$442 per connect Trenching: Under 4 ft. depth - \$736 plus \$2 per linear foot 4 to 8 ft. depth - \$736 plus \$4 per linear foot Over 8 ft. depth - \$736 plus \$9 per linear foot Boring - \$736 plus \$4 per each 10 linear feet Overhead - \$736 plus \$2 per each 10 linear feet Obstructions: Surface - \$333 plus \$93 per obstruction Subsurface - \$333 plus \$65 per obstruction Overhead - \$333 plus \$44 per obstruction Potholing - \$322 per every 10 potholes or fraction thereof Broadband Fiber Installation - \$0 (subsidized)
24-058A	TRAFFIC CONTROL PLAN CHECK	Minor - \$158 per project Standard - \$316 per project Major - \$736 per project
24-058B	TRAFFIC CONTROL INSPECTION	Minor - \$65 plus \$65 per day after the first day Standard - \$142 plus \$65 per day after the first day Major - \$316 plus \$65 per day after the first day
24-058C	SPECIAL EVENT STREET CLOSURE	Review - \$142 plus the fully allocated hourly rate for all personnel involved after 1 hour Install - \$300 plus the fully allocated hourly rate for all personnel involved after 2 staff hours
24-058D	BLANKET ENCROACHMENT PERMIT	\$5,436 per utility per year plus \$224 per sub-permit in addition to any franchise payments
24-058E	MISCELLANEOUS ENCROACHMENT PERMIT	Request for Time Extension/Renewal of Expired Permit - \$125 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
24-059	FINAL PARCEL MAP CHECK	\$3,228 per map plus \$113 plus \$7 per lot GIS fee

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Ref #	Fee Name	Adopted Fees
PUBLIC WORKS (continued)		
24-060	FINAL TRACT MAP CHECK	\$4,100 per map plus \$45 per lot after 5 lots plus \$113 plus \$7 per lot GIS Fee Affordable Housing - \$714 per application plus \$180 per unit plus outside or legal costs
24-061	CONDOMINIUM CONVERSION FINAL MAP	\$3,359 per map Plus actual contract costs for over 15 units Plus any recording fees
24-062	FINAL MAP AMENDMENT	\$3,397 per application Certificate of Correction - \$507 per application
24-063	STREET/RIGHT OF WAY ABANDONMENT PROCESS	\$5,354 per application
24-064	CERTIFICATE OF COMPLIANCE	\$1,156 per certificate
24-065	FLOOD PLAIN LETTER	\$671 per letter
24-066	TRANSPORTATION PERMIT	\$16 - Single Trip Permit \$90 - Annual/Repetitive Permit <i>Fees are set by the State</i>
24-109	SEWER CONNECTION PROCESSING	\$87 per sewer connection permit
24-110	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		
24-069	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 - \$272 plus County fees
24-070	NOISE DISTURBANCE RESPONSE CALL-BACK	Full costs of all responding personnel
24-071	POLICE FALSE ALARM RESPONSE	First three responses within a calendar year - No Charge Each subsequent false alarm within a calendar year - \$196 per response
24-072	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.
24-073	VEHICLE EQUIPMENT CORRECTION INSPECTION	\$76 per inspection
24-074	VIN VERIFICATION	\$87 per request
24-075	STORED/IMPOUNDED VEHICLE RELEASE	\$158 per vehicle
24-076	REPOSSESSED VEHICLE RELEASE	\$15 per vehicle This fee is set by State Law
24-078	RECORDS CHECK/CLEARANCE LETTER	\$38 per letter plus notary fee if applicable
24-079	LIVE SCAN FINGERPRINT PROCESSING	No Charge - Volunteers for Seniors/Youth \$19 per person - community group coaches or leaders \$38 per person - all others
24-080	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
24-081	POLICE DIGITAL FILE REPRODUCTION	\$5 per device

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Ref #	Fee Name	Adopted Fees
POLICE (continued)		
24-082	CONCEALED CARRY WEAPONS LICENSE	<p>New application administrative fee- \$163 Renewal application administrative fee- \$33 Amended application administrative fee- \$13</p> <p>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</p> <p>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.</p>
24-083	CIVIL SUBPOENA OF RECORDS	<p>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)</p>
24-084	DUCES TECUM SUBPOENA	<p>Reasonable Costs as set by State Law Fees are set by State Law (Evidence Code §1563)</p>
24-085	POLICE SPECIAL SERVICES	<p>Full costs of all personnel required, plus any actual material or equipment expenses required for the event.</p>

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Ref #	Fee Name	Adopted Fees
FIRE		
24-045A	FIRE SPRINKLER SERVICE LETTER	\$55 per letter
24-045B	FIRE CODE POSITION LETTER	\$327 per letter
24-046	FIRE FLOW TEST	\$267 per test
24-086	TEMPORARY TENT/CIRCUS PERMIT	\$234 per permit plus \$104 per day after the first day
24-086A	PERMANENT TENT PERMIT	\$234 per permit
24-089	UNDERGROUND TANK REMOVAL	\$234 per tank - 1st inspection \$125 per tank - each subsequent inspection
24-090	FIRE CODE PERMIT	\$213 per permit
24-091	ENGINE COMPANY INSPECTION	First 2 inspections - no charge 3rd and subsequent inspections - \$213 per inspection
24-091A	SCHOOLS/HOTEL/MOTEL/ASSISTED LIVING FACILITY INSPECTION	\$556 per facility plus \$120 per floor after the first floor Fee includes two inspections
24-091B	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 - \$240 per permit Fee includes two inspections
24-091C	APARTMENT INSPECTION	3-15 units - \$191 16-50 units - \$294 51-100 units - \$507 101+ units - \$720 Fee includes two inspections

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Ref #	Fee Name	Adopted Fees
FIRE (continued)		
24-092	FIRE FALSE ALARM RESPONSE	First 3 responses in a calendar year - No Charge Each subsequent response in a calendar year - \$414 per response
24-092A	NURSING HOME LIFT ASSIST	First 3 responses in a calendar year - No Charge Each subsequent response in a calendar year - \$480 per response
24-093	WEED ABATEMENT PROGRAM	Actual costs plus 166% Administrative Fee plus \$291 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.
24-094	HAZARDOUS MATERIALS RESPONSE	Charge the fully allocated hourly rates for all personnel involved.
24-095	NEGLIGENT INCIDENT RESPONSE	Charge double the fully allocated hourly rates for all personnel involved.
24-096	FIRE/ARSON INVESTIGATION	Charge the fully allocated hourly rates for all personnel involved.
24-098	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
24-098A	FIRE CODE OCCUPANCY LETTER	\$240 per letter
24-098B	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		
24-099	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 Basketball: \$489 per team + \$5 per nonresident player or additional 10% if 8 or more nonresident players</p> <p>Adult Kickball: \$436 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: \$25 per hour</p> <p>Late Fee: After registration \$62 per team</p> <p>Forfeit Fee: \$31 per team</p> <p>Protest Fee: \$25 per team</p> <p>Add/Drop Fee: \$25 per transaction</p>
24-100	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 - \$104 per resident participant or \$114 for nonresident participants (\$5 discount for each additional family member)</p> <p>Youth Basketball - \$115 per participant or \$126 per nonresident participant (\$5 discount for each additional family member)</p> <p>T-Ball - \$104 per resident participant or \$114 for nonresident participant (\$5 discount for each additional family member)</p> <p>\$11 late fee per participant or family</p>

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Ref #	Fee Name	Adopted Fees
RECREATION (continued)		
24-103	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>
24-104	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 - \$60 each per week according to policy</p> <p>A temporary banner removal fee of \$31 will be charged if banner is left up more than one day after the event.</p> <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>

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Ref #	Fee Name	Adopted Fees
RECREATION (continued)		
24-104	CITY SPECIAL EVENTS (continued)	Father/Daughter Dance: \$37 per couple for residents \$43 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 \$72 For Profit Vendors Other Special Events: Fully allocated cost of required personnel
24-145	SPECIAL EVENT PERMIT	Private Property 1-99 attendees - \$272 per application (subsidized) 100+ attendees - \$872 per application Public Property 1-99 attendees - \$1,194 per application 100+ attendees - \$3,479 per application Still Photography - \$49 per application Film Permit - \$387 per application Plus actual costs as necessary as determined by staff.
24-105	TRIPS AND TOURS	Charge the direct cost of the trip
24-148	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: \$150 1/8 Page Ad \$225 1/4 Page Ad \$335 1/2 Page Ad \$275 Banner Ad \$625 Full Page Ad \$850 Inside Back Cover \$850 Inside Front Cover \$1,545 Back Cover

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Ref #	Fee Name	Adopted Fees
PAVILION		
24-138	PAVILION CLEANING FEE	<p>Security Deposit: All special events require a \$468 security deposit.</p> <p>Security Guards: All events where alcohol is served require one guard per 100 people. \$26+ actual cost of security service (minimum of 4 hours)</p> <p>Application Fee: \$7 each</p> <p>Cleaning Fee: \$26 + 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>
24-106	PAVILION RENTAL	<p>Rotary Room: Weekdays: \$53 per hour for residents \$60 per hour for nonresidents/commercial \$44 per hour for non-profits</p> <p>Gronstrand Room: Weekdays: \$47 per hour for residents \$53 per hour for nonresidents/commercial \$38 per hour for non-profits</p> <p>Evenings and Sundays: \$60 per hour for residents \$67 per hour for nonresidents/commercial \$38 per hour for non-profits</p> <p>Community Room: Weekdays: \$40 per hour for residents \$40 per hour for nonresidents/commercial \$32 per hour for non-profits</p>

FEE SCHEDULE

Fee Effective July 29, 2024

Ref #	Fee Name	Adopted Fees
PAVILION (continued)		
24-106	PAVILION RENTAL (continued)	<p>Evenings and Sundays: \$47 per hour for residents \$47 per hour for nonresidents/commercial \$32 per hour for non-profits</p> <p>Kitchen: Weekdays: \$60 per hour for residents \$67 per hour for nonresidents/commercial \$32 per hour for non-profits</p> <p>Evenings and Sundays: \$73 per hour for residents \$80 per hour for nonresidents/commercial \$32 per hour for non-profits</p> <p>Great Room: Weekdays: \$94 per hour for residents \$107 per hour for nonresidents/commercial \$76 per hour for non-profits</p> <p>Great Room: Evenings and Sundays: \$126 per hour for residents \$147 per hour for nonresidents/commercial \$76 per hour for non-profits</p> <p>Combined: (Includes Great Room, Community Room, Kitchen and Lobby, Saturday Only) \$3,690 per day + \$225 cleaning fee for residents \$4,110 per day + \$225 cleaning fee for nonresidents/commercial \$76 per hour, 12 hour min for non-profits (Great Room only), additional fees apply for use of any other rooms</p> <p>Lakeside Room: \$47 per hour for residents \$47 per hour for nonresidents/commercial \$32 per hour for non-profits</p>

FEE SCHEDULE

Fee Effective July 29, 2024

Ref #	Fee Name	Adopted Fees
PAVILION (continued)		
24-139	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: \$2 per chair + \$47 set-up fee Stage: \$13 per 4' x 8' piece Podium: \$26 per day Sound System: \$133 per day Portable Projector Screens: \$20 per day Electric Projector Screens: \$34 per day LCD Projector: \$133 per day Lattice Screen: \$34 each without lights \$67 each with lights Mirrors: \$2 each Candleholders: \$1 each Wireless Internet: \$34 per day</p>
24-140	GAZEBO RENTALS	\$207 per day
24-141	RANGER HOUSE RENTALS RANGER HOUSE RENTALS-ZOO ROOM	<p>\$40 per hour for residents \$40 per hour for nonresidents/commercial \$32 per hour for non-profit</p>

FEE SCHEDULE

Fee Effective July 29, 2024

Ref #	Fee Name	Adopted Fees
COLONY PARK COMMUNITY CENTER		
24-150	YOUTH & TEEN SERVICES	Teen Center membership - \$20 per year Teen Center membership card replacement - \$2 per card
24-106A	COLONY PARK COMMUNITY CENTER RENTAL	Non-refundable Deposit: All bookings require a 50% non-refundable deposit. Cancellations will forfeit the deposit Security Deposit: May be required at the discretion of the City Manager or Designee (refundable after event if no damages/extra charges apply). Security Guards: At the discretion of the City Manager or Designee, events require one guard per 100 people. \$26 + actual cost of security service Additional Staff Time: An additional hourly rental charge of \$26 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: \$58 per hour for residents \$64 per hour for nonresidents \$49 per hour for non-profits Fitness (Dance & Exercise Rooms Combined): Evenings, Saturdays and Sundays: \$76 per hour for residents \$83 per hour for nonresidents \$66 per hour for non-profits Conference Room: Weekdays: \$39 per hour for residents \$45 per hour for nonresidents \$30 per hour for non-profits Evenings, Saturdays and Sundays: \$58 per hour for residents \$64 per hour for nonresidents \$49 per hour for non-profits Gymnasium: Weekdays: \$72 per hour for residents \$91 per hour for nonresidents \$63 per hour for non-profits

FEE SCHEDULE

Fee Effective July 29, 2024

Ref #	Fee Name	Adopted Fees
COLONY PARK COMMUNITY CENTER (continued)		
24-106A	COLONY PARK COMMUNITY CENTER RENTAL (continued)	<p>Evenings, Saturdays and Sundays: \$91 per hour for residents \$108 per hour for nonresidents \$81 per hour for non-profits</p> <p>Arts and Crafts Room: Weekdays: \$45 per hour for residents \$51 per hour for nonresidents \$36 per hour for non-profits</p> <p>Evenings, Saturdays and Sundays: \$64 per hour for residents \$70 per hour for nonresidents \$55 per hour for non-profits</p> <p>Cleaning Fee: \$26 + contract cleaning charge + any repair costs for damage to the facility + fully allocated hourly rate of City personnel</p>

FEE SCHEDULE

Fee Effective July 29, 2024

Ref #	Fee Name	Adopted Fees
PARKS & FACILITIES RENTALS		
24-106B	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.)
24-106C	COLONY PARK COMMUNITY CENTER EQUIPMENT RENTALS	Table and chair set up (groups of 50+): \$51 Scoreboard: \$32 per day Podium: \$32 per day TV/DVD: \$32 per day Sound system: \$128 per day Stage: \$12 per 4' x 8' piece Portable projector screen: \$26 per day
24-160	CITY HALL RENTALS	<p>Public Meeting Room (M-F 8:00-5:00): \$31 per hour for non-profit \$52 per hour for private resident \$59 per hour for private nonresident If outside of business hours: + Fully allocated hourly rate of all City personnel required \$57 per event cleaning fee for events that serve food</p> <p>City Council Chambers (M-F 8:00-5:00) 2 hour minimum rental \$112 per hour for non-profit \$144 per hour for private resident \$157 per hour for private nonresident \$594 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</p> <p>City Council Chambers (Friday Evenings) 2 hour minimum rental \$487 per hour for non-profit \$594 per hour for private resident \$653 per hour for private non-resident \$594 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</p>

FEE SCHEDULE

Fee Effective July 29, 2024

Ref #	Fee Name	Adopted Fees
PARKS & FACILITIES RENTALS (continued)		
24-160	CITY HALL RENTALS (continued)	<p>City Council Chambers (Saturday & Sunday) \$4,091 per day for non-profit \$6,158 per day for private resident \$6,774 per day for private non-resident \$615 per hour in excess of 10 hours \$1,232 reservation deposit required \$112 per event cleaning fee for events that serve food and/or drinks</p> <p>Event Photography (Saturday & Sunday) 2 hour minimum \$195 per hour for private resident \$262 per hour for private nonresident</p> <p>Outdoor event Ceremony (Saturday & Sunday) \$458 per ceremony</p>
24-107A	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> <p style="padding-left: 20px;">\$20 Reservation change or modification fee</p> <p style="padding-left: 20px;">\$15 Use of utilities fee</p> <p>Security Guards: At discretion of City Manager or Designee, events where alcohol is served require one guard per 100 people. \$26 + 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: \$70 per day for Paloma BBQ Areas \$70 per day for Lake Park BBQ Areas \$38 per day for Colony Park BBQ Areas \$96 per day for all 3 Colony Park BBQ areas</p> <p>Lake Park Bandstand: \$63 for nonprofits \$106 for all others</p>

FEE SCHEDULE

Fee Effective July 29, 2024

Ref #	Fee Name	Adopted Fees
PARKS & FACILITIES RENTALS (continued)		
24-107A	PARK RENTALS (continued)	<p>Faces of Freedom Veterans Memorial: \$91 per day</p> <p>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: \$110 per day for half park for non-profit \$220 per day for half park for all others \$260 per day for full park for non-profit \$520 per day for full park for all others</p> <p>Plaza at La Plaza: \$215 per day for non-profit \$479 per day for all others</p> <p>Equestrian Arena: \$128 per day private use \$252 security deposit</p> <p>Lake Park Special Event: \$605 per day for non-profits \$957 per day for others</p> <p>Stadium Park: \$909 per day for non-profits for a > 150 person event \$1,915 per day for all others for a >150 person event \$256 per day for non-profits for a <= 150 person event \$638 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>

FEE SCHEDULE

Fee Effective July 29, 2024

Ref #	Fee Name	Adopted Fees
PARKS & FACILITIES RENTALS (continued)		
24-107A	PARK RENTALS (continued)	<p>Colony Park Bocce Ball Courts: \$16 per hour (2 hour minimum)</p> <p>Colony Park Pickleball Courts: \$16 per hour per court \$245 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: \$37 per day plus \$119 refundable security deposit</p>
24-107	BALLFIELD/PARK FACILITY RENTAL	<p>Ballfield and Open Fields fees: in addition to in-kind contributions</p> <p>\$22 per hour for non-profits \$27 per hour for resident use \$32 per hour for formal resident use \$35 per hour for non-resident \$26 per hour for lights \$32 base rental per field (+ \$500 deposit) \$64 for field lining (one time per day)</p>

FEE SCHEDULE

Fee Effective July 29, 2024

Ref #	Fee Name	Adopted Fees
PARKS & FACILITIES RENTALS (continued)		
24-107B	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> <p>Fully allocated hourly rate of all City personnel required for the event will be charged \$26 per hour for lights \$32 per field per day base rental fee (+\$500 deposit) \$64 facility key replacement fee \$64 field lining fee (one time per day)</p> <p>In addition to in-kind contributions rental fees will be as follows: \$32 per hour per field or \$510 per day (12 hours max) for two fields \$893 for two days (24 hours max) for two fields</p> <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

Fee Effective July 29, 2024

Ref #	Fee Name	Adopted Fees
ZOO		
24-108	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>

FEE SCHEDULE

Fee Effective July 29, 2024

Ref #	Fee Name	Adopted Fees
ZOO (continued)		
24-108A	ZOO GARDEN EVENT CENTER	<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. \$26+ actual cost of security service (minimum of 4 hours)</p> <p>Weekdays: \$49 per hour for residents \$55 per hour for nonresidents/commercial \$41 per hour for non-profits</p> <p>Evenings* and Weekends: \$60 per hour for residents \$71 per hour for nonresidents/commercial \$41 per hour for non-profits</p> <p>Equipment (per rental) \$32 Wi-Fi * Evenings begin at 5 p.m.</p> <p>Additional Staff Time: An additional hourly rental charge of \$26 per hour will apply if the City is required to schedule additional personnel in order to accommodate the event</p> <p>Cleaning Fee: \$26 + 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

Fee Effective July 29, 2024

Ref #	Fee Name	Adopted Fees
BUSINESS LICENSES		
24-116	NEW BUSINESS LICENSE APPLICATION	\$93 per application Planning, Building, and Fire fees are separate
24-118A	BUSINESS LICENSE REPRINT	\$38 per reprint
24-119	SOLICITOR PERMIT	\$76 per permit plus \$11 per card
24-077	SPECIAL BUSINESS DOJ CHECK	\$251 per application plus any DOJ fees
24-067	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

Fee Effective July 29, 2024

Ref #	Fee Name	Adopted Fees
GENERAL		
24-115	DAMAGE TO CITY PROPERTY REPAIR	Charge the fully allocated hourly rates for all required personnel plus any material costs.
24-120	RETURNED CHECK PROCESSING	\$93 per NSF check
24-121	ELECTRONIC FILE COPY SERVICE	\$5 per device
24-122	DOCUMENT CERTIFICATION	\$34 per document
24-123	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>
24-124	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.
24-125	DOCUMENT REPRODUCTION	<p>Copying/Scanning/Faxing:</p> <p>Black & White:</p> <p style="padding-left: 20px;">\$0.50 - 1st page</p> <p style="padding-left: 20px;">\$0.10 - each additional page</p> <p>Color Copies:</p> <p style="padding-left: 20px;">\$1 per page</p> <p>Fair Political Practices Commission copies - \$.10 per page</p> <p>Contract reproduction of documents:</p> <p style="padding-left: 20px;">Actual cost of reproduction</p> <p>Additional \$5 per request for statements five or more years old</p>
24-127	CREDIT CARD PROCESSING	4.5% of the amount charged

FEE SCHEDULE

Fee Effective July 29, 2024

Ref #	Fee Name	Adopted Fees
GENERAL (continued)		
24-142	MAILING NOTICES/LETTERS & LABELS	0-50 Labels: \$128 51-100 Labels: \$192 101-150 Labels: \$256 151+ Labels: \$320 0-50 Notices: \$96 51-100 Notices: \$160 101-150 Notices: \$224 151+ Notices: \$224 plus \$1 per item over 150 Plus actual cost of postage or other mailing fee
24-130A	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
24-131	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.
24-131A	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.