

RESOLUTION NO. 2022-05

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALIMESA, CALIFORNIA, ADOPTING A RESTATED AND UPDATED COMPREHENSIVE FEE SCHEDULE

WHEREAS, the City Council of the City of Calimesa (the "City") is empowered to impose reasonable fees, rates, and charges for municipal services. California Government Code Section 66000 *et seq.* authorizes public agencies to adopt fees for municipal services, provided such fees do not exceed the cost to the agency for providing the services. Periodically, the Calimesa City Council reviews its fees, rates, and charges to determine whether the fees and charges: are reasonably related to the cost of the regulation, service or product provided; and to ensure that the City collects all costs reasonably borne by the City or, at a minimum, collects a substantial portion of the actual costs of the services and goods provided by the City; and

WHEREAS, in connection with such review, the City retained MuniFinancial in the mid-2000s to review and conduct an independent, detailed analysis of City services, regulations and products, the costs reasonably borne of providing those regulations, services and products, the beneficiaries of those regulations, services and products, and the revenues produced by those paying fees for special regulations, services and products, and to prepare a study and report setting forth the specific amount of fees and charges; and

WHEREAS, MuniFinancial prepared a report titled the "Comprehensive Cost of Services Fee Report," dated January 16, 2007 (the "Report"), listing the applicable direct and indirect costs for certain regulations, services or products provided by the City, describing the reasonable relationship between the fees and charges and the regulations, services and products provided by the City, and setting forth the time and method for payment of the fees and charges; and

WHEREAS, based upon the Report, the City Council adopted its Comprehensive Fee Schedule in 2010 by adoption of Resolution No. 2010-43; and

WHEREAS, in 2014, the City retained Revenue & Cost Specialists, LLC., to review and update the Report pursuant to its own independent, detailed analysis of City services, regulations and products, the costs reasonably borne of providing those regulations, services and products, the beneficiaries of those regulations, services and products, and the revenues produced by those paying fees for special regulations, services and products, and to prepare a Service Cost Update Report ("Cost Analysis"); and

WHEREAS, based upon the Cost Analysis, the City amended the Comprehensive Fee Schedule in 2014 by adopting Resolution 2014-48; and

WHEREAS, City Staff has had a sufficient opportunity to test and study whether the fees enacted in 2010 accurately reflect the costs reasonably borne by the City in providing City regulations, services and products. Based upon the study and analysis in the accompanying staff report and its attachments, which are hereby incorporated by this reference, certain Building and Safety fees no longer cover the actual costs of the goods and services provided by the City; and

WHEREAS, the fees adopted pursuant to Resolution 2010-43 have been in effect approximately 11 years; and

WHEREAS, the current City fees for commercial building permits and related plan check fees are calculated based upon square footage in which projects under 100,000 sq ft are capped at a \$6,277(which has been demonstrated to be inadequate for the service rendered), with a deposit based system from 100,001-200,000 sq.ft, with nothing addressed above 200,000 sq.ft; and

WHEREAS, based on upon study of the current fees, City staff is now recommending the fees for commercial building permits and related plan check fees be calculated based upon the square footage, construction type, and occupancy, which better reflects actual cost to the City, as reflected in the International Code Council (ICC) Valuation tables as is customary for many municipalities; and

WHEREAS, the City Council now believes that various adjustments should be made to the commercial building permits and related plan check fees to ensure that they accurately reflect the costs reasonably borne by the City; and

WHEREAS, the City Council continues to comply with both the letter and the spirit of the California Constitution and intends to limit the growth of taxes and expenses to the City's General Fund, by shifting, where possible, the burden of special regulatory programs and services and products to applicants and the recipients of the benefits thereof while ensuring that those shifted costs do not exceed the reasonable cost of providing the program, service or product; and

WHEREAS, in accordance with Chapter 3.05 of the Calimesa Municipal Code, the City Council desires to continue its established policy of recovering the full costs reasonably borne of providing special services and programs of a voluntary and limited nature, and regulatory services deemed necessary to protect the public health, safety or welfare, such that general taxes are not diverted from general services of a broad nature and thereby utilized to subsidize unfairly and inequitably such special services; and

WHEREAS, pursuant to applicable provisions of the California Government Code and Section 3.05.020 of the Calimesa 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

WHEREAS, 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 written presentations made and received, and the required public hearing was held on April 18, 2022.

NOW, THEREFORE, the City Council of the City of Calimesa hereby finds, resolves and determines as follows:

Section 1. Adoption and Incorporation of Recitals. The recitals set forth above are true and correct and are incorporated herein.

Section 2. Environmental Exemption. The City Council finds that 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 3. Findings.

A. The City Council finds that the fees and charges increased pursuant to this Resolution are set at the estimated costs reasonably borne by the City in providing the regulations, services and products to which each such fee or charge applies and in no case do they exceed the estimated cost of the service.

B. The City further finds that the City conducted an analysis of its services, the costs reasonably borne by the City in providing its services, the beneficiaries of such services, and the revenues produced by those paying fees and charges for such services in both 2010 and 2014. More recently, City departments have reviewed and studied the Comprehensive Fee Schedule, prior studies, and the ICC Valuation tables, and made certain recommendations as to the fees identified on Attachment 1 to the accompanying staff report. The Report and the Cost Analysis performed by the independent consultants and the additional analysis performed by staff are on file with the City and are incorporated by this reference. The studies set forth a mechanism to ensure that fees adopted by the City do not exceed the reasonable estimated cost for providing the services for which the fees are charged.

C. After conducting a duly noticed public hearing on April 18, 2022, and satisfying all applicable provisions of California Government Code Sections 66016 and 66018, the City Council hereby determines that the fees, rates, and charges proposed to be increased should cover the costs reasonably borne or a substantial portion of the actual costs of the services provided by the City and that the certain fees, rates, and charges identified on Attachment 1 to the staff report, satisfy this requirement.

Section 4. Adoption of Fees and Charges. Pursuant to applicable provisions of the California Constitution and the California Government Code, and Calimesa Municipal Code Chapter 3.05, the City Council hereby approves and adopts the adjusted fees and charges for regulations, services and products set forth in the excerpt (“Adjusted Fees Excerpt”) attached as Attachment 1 to the Staff Report.

Section 5. Attached as Exhibit “A” to this Resolution is the updated “City of Calimesa Fee Schedule” which contains: (1) the proposed plan check fees, building construction fees for commercial building permits; and (2) the existing fees that are not proposed to be changed. The City Council is not readopting or revising the existing fees; all such fees and charges remain in place at the current amount. Any restatement in Exhibit “A” of existing rates and amounts for previously imposed taxes, fees, and charges is for the purpose of administrative convenience and is not intended, and shall not be construed, as the imposition, extension, or increase of any such tax, fee, or charge.

Section 6. Methodology for Calculation and Collection of Fees and Charges. The fees and charges adjusted herein shall continue to be calculated and collected in accordance with Chapter 3.05 of the Calimesa Municipal Code, the Report, and otherwise as follows:

A. Each fee and charge adjusted herein is for an identified regulation, service or product; additional fees shall be required for each additional regulation, service or product that is requested or required.

B. Where fees or charges are indicated on a per unit of measurement basis, the fee is for each identified unit or portion thereof within the indicated range of such units.

C. The fees or charges due shall be calculated by the various City department(s), and shall be collected prior to the City's performance of the services, unless a written agreement is entered into for deferral of such fees, or unless otherwise provided herein.

D. Where a deposit is required for a particular service or project, the applicant shall post and maintain the required deposit in accordance with Section 3.05.040 of the Calimesa Municipal Code.

E. Where contracted personnel (including, without limitation, the City Attorney, Planning and/or Engineering staff, or outside special services) are utilized, or where requested dedicated contracted personnel are required or provided at an applicant's request, the actual time spent by that contracted personnel or services, at the rates and on the terms applicable to the services provided, shall be paid by the applicant.

Section 7. Interest for Non-Payment of Invoices. The City Council authorizes staff to impose interest charges on all outstanding invoices from the date that the payment is late to the date that the invoice is paid. The applicable interest rate shall be the interest rate that the City earns on investments in the Local Agency Investment Fund (LAIF) that is currently then in effect on the date the invoice payment is deemed to be late.

Section 8. Repeal of Conflicting Resolutions. Any and all conflicting provisions of prior Resolutions of the City Council establishing, adjusting 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 the fees set forth in said 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.

Section 9. The City Manager, or designee, shall have the authority to interpret the provisions of this Resolution, Attachment 1 to the staff report, and Exhibit "A" for purposes of resolving ambiguities.

Section 10. Effective Date. The fees and charges increased pursuant to this Resolution shall take effect 60 days following the adoption of this Resolution, pursuant to Government Code Sections 66017(a) and 66019(b).

Section 11. 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.

PASSED, APPROVED AND ADOPTED this 18th day of April 2022.



WILLIAM DAVIS, MAYOR

ATTEST:



DARLENE GERDES, CITY CLERK

APPROVED AS TO FORM:



QUINN BARROW, CITY ATTORNEY

STATE OF CALIFORNIA }
COUNTY OF RIVERSIDE }
CITY OF CALIMESA } SS.

I, **DARLENE GERDES**, City Clerk of the City of Calimesa, California, DO HEREBY CERTIFY, that the aforementioned **Resolution No. 2022-05** known as:

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CALIMESA, CALIFORNIA, ADOPTING A RESTATED AND UPDATED COMPREHENSIVE FEE SCHEDULE.

And which is on file in the Office of the City Clerk, City of Calimesa California.

Said Resolution was adopted by the said City Council at a regular meeting thereof held on the 18th day of April 2022 by the following vote:

AYES: Cervantez, Davis, Duvall, Hewitt and Molina
NOES: None
ABSENT: None
ABSTAINED: None



DARLENE GERDES, CITY CLERK

Dated this 19th day of April 2022.



CITY OF CALIMESA FEE SCHEDULE

All deposits in this fee schedule are subject to a 10% City Administrative Fee.

NOTE: All outstanding invoices shall accumulate interest charges from the date that the payment is late to the date the invoice is paid. The applicable interest rate shall be the interest rate that the City earns on investments in the Local Agency Investment Fund (LAIF) that is currently then in effect on the date the invoice payment is deemed to be late.

Community Development Department

Building & Safety Division

An issuance fee of \$45.00 shall be assessed on all permits.

Service Application	Total Cost	Deposit	Subsidized
Plan Check Fee:			
Construction Fee*	Valuation	See ICC Table	
Plan Check Fee*	Percentage Fee	65% of the Permit Fee	
Plan Check Revisions and/or Deferred Submittals*	Per Hourly Rate	City Cost + Admin 20%	
Technology Surcharge	Percentage Fee	3.29%	
BUILDING PERMITS – COMMERCIAL:			
Building Construction Fees Calculated By Value *			
Valuation	Base Fee	Rate Per Unit	
\$0 to \$1500	\$190		
\$1501 to \$20,000	\$190	\$21.08 per \$1,000	
\$20,001 to \$50,000	\$508	\$17.83 per \$1,000	
\$50,001 to \$75,000	\$1,115	\$11.68 per \$1,000	
\$75,001 to \$100,000	\$1,407	\$11.84 per \$1,000	
\$100,001 to \$500,000	\$1,703	\$9.08 per \$1,000	
\$5,00,001 to \$1,000,000	\$5,333	\$6.97 per \$1,000	
\$1,000,001 and up	\$8,018	\$4.00 per \$1,000	
<i>*Valuation based on latest ICC Building Valuation Tables Tables Data Square Foot Construction Tables on file in the Building & Safety Department</i>			
BUILDING PERMITS – RESIDENTIAL:			
Single Family, Apartments (Per Unit), Condominiums, Duplexes, and Other Living Units			
1 - 1,000 square feet	1,830		
1,001 - 1,200 square feet	1,907		



Service Application	Total Cost	Deposit	Subsidized
1,201 - 1,400 square feet	1,984		
1,401 - 1,600 square feet	2,061		
1,601 - 1,800 square feet	2,138		
1,801 - 2,000 square feet	2,215		
2,001 - 2,200 square feet	2,292		
2,201 - 2,400 square feet	2,369		
2,401 - 2,600 square feet	2,446		
2,601 - 2,800 square feet	2,523		
2,801 - 3,000 square feet	2,600		
3,001 - 3,200 square feet	2,677		
3,201 - 3,400 square feet	2,754		
3,401 - 3,600 square feet	2,831		
3,601 + square feet - Additional Charge per 200 sq. ft.	97		
Multiple Unit Plan Check	154		
Re-inspection	154		
ADDITIONS:			
1 - 100 square feet	580		
101 – 400 square feet	733		
401 – 600 square feet	1,042		
601 – 800 square feet	1,349		
801 – 1,000 square feet	1,775		
1,001 - 1,200 square feet	2,083		
1,201 - 1,400 square feet	2,160		
1,401 - 1,600 square feet	2,237		
1,601 - 1,800 square feet	2,314		
1,801 - 2,000 square feet	2,391		
2,001 - 2,200 square feet	2,468		
2,201 - 2,400 square feet	2,545		
2,401 - 2,600 square feet	2,622		
2,601 - 2,800 square feet	2,699		
2,801 - 3,000 square feet	2,776		
3,001 - 3,200 square feet	2,853		
3,201 - 3,400 square feet	2,930		
3,401 - 3,600 square feet	3,007		



Service Application	Total Cost	Deposit	Subsidized
3,601 + square feet - Additional Charge per 200 sq. ft.	77		
GARAGES, WORKSHOPS (DETACHED OR ADDITIONS):			
1 - 200 square feet	385		
201 - 400 square feet	462		
401 - 600 square feet	539		
601 - 800 square feet	733		
801 - 1,000 square feet	810		
1,001 - 1,200 square feet	887		
1,201 - 1,400 square feet	964		
1,401 - 1,600 square feet	1,159		
1,601 - 1,800 square feet	1,236		
1,801 - 2,000 square feet	1,313		
2,001 + square feet - Additional Charge per 200 sq. ft.	77		
GENERAL PLAN MAINTENANCE FEE:	\$1.42/\$1000 Building Construction Valuation		
TECHNOLOGY SURCHARGE:	\$0.43/\$1000 of Building Construction Valuation		
MODULAR HOME INSPECTIONS:			
Plan Check (Hourly)		308 ⁽²⁾	
Foundation	425		
Attachment and Connections	385		
Ring Out	154		
Final	231		
GRADING:			
Plan check single family dwelling		308 ⁽²⁾	
Single family lot grading	385		
NPDES			
100 to 500 cubic yards	154		
501 to 1,000 cubic yards	462		
1,001 to 10,000 cubic yards	770		
Over 10,000 cubic yards (Hourly)		1,078 ⁽³⁾	
MISCELLANEOUS BUILDING FEES:			
Patio			



Service Application	Total Cost	Deposit	Subsidized
Lattice	209		105 ⁽⁴⁾
Solid	286		143 ⁽⁴⁾
2nd Story Deck	517		
Rehabilitation/Tenant Improvement (Hourly)		308 ⁽²⁾	
Demolition Permit		308 ⁽²⁾	
Building Permit Zoning Review	45		
ELECTRICAL PERMIT FEES:			
Plan Check (Hourly)		308 ⁽²⁾	
Electrical System Fee Schedule			
New multi-family residential buildings (Apartments or Condominiums). Three units or more. Accessory buildings per 1,500 square feet.	308		
New commercial and industrial buildings		308 ⁽²⁾	
New single and two family residential buildings, including accessory buildings per 1,500 square feet.	308		
Other types of occupancies and alterations, additions or modifications to existing buildings.	77		
New residential swimming pools	154		
Carnivals & Circuses			
Electrical generators and electrically driven rides	39		
Mechanically driven rides and walk through attractions with lighting	39		
Area and booth lighting	39		
Permanently installed rides, booths and attractions	39		
Temporary Power Service			
Temporary metered service poles or pedestals and appurtenances	132		
Temporary Support Poles	13		
Electrical Unit Fee Schedule			
Receptacles, switches, lighting outlets (first 20)	77		
Additional	13		
Lighting fixtures, sockets, or other lamp holding devices (first 20)	77		
Additional	13		
Pole of platform light fixtures	77		
Theatrical type lighting fixture or assemblies	77		



Service Application	Total Cost	Deposit	Subsidized
Fixed residential appliances not exceeding 1HP & solar	77		
Commercial Appliances Self-contained factory-wired appliances not exceeding 1HP rating including medical and dental devices; food, beverage and ice cream cabinets; illuminated show cases; drinking fountains and vending machines; laundry machines; and other types of equipment (each).	39		
Power Apparatus			
Motors, generators, transformers, rectifiers, converters, capacitors and industrial heating and air conditioners, heat, pumps, cooking or baking equipment, and other apparatus as follows:			
Up to and including 1	77		
Over 1 not over 10	77		
Over 10 not over 50	154		
Over 50 not over 100	154		
Over 100	154		
Miscellaneous Apparatus, Conduits and Conductors			
Electrical apparatus, conduits and conductors for which a permit is required but for which no fee is herein set forth (Hourly)		308 ⁽²⁾	
Bus Ways (trolley and plug-in type)	77		
Electrical Services			
Services of 600 v or less and not over 200 amps in rating	154		77 ⁽⁴⁾
Services of 600 v or less and over 200 amps in rating, but less than 1,000 amps in rating	154		
Services of 600 v or less and over 200 amps in rating and over 1,000 amps in rating	154		
Miscellaneous conduits and conductors	154		
Other inspections and fees for which a permit is required but no fee is set forth herein (Hourly).		308 ⁽²⁾	
PLUMBING PERMIT FEES:			
Plan Check Fee (Hourly)		308 ⁽²⁾	
Additional Fees Shall Be Paid As Follows: For each permanent type dishwasher whether individually trapped or not.	13		
For each industrial waste pretreatment interceptor including its trap and vent, except kitchen type grease interceptors functioning as fixture traps.	39		



Service Application	Total Cost	Deposit	Subsidized
For each plumbing fixture or trap or set of fixtures on one trap (including drainage, water piping and backflow prevention devices thereof).	13		
For each swimming pool drainage trap and receptor either connected to building drain or building sewer (water supply for pool not included)	39		
For each gas piping system of one to five outlets, or alteration or retest of existing gas piping system	77		
For each additional outlet over five	13		
For each gas pressure regulator other than appliance regulators	13		
For each water heater and/or vent	77		39 ⁽⁴⁾
For each repair or alteration of drainage and/or vent piping	77		
For each piece of water-treating equipment and/or water piping installed without accompanying plumbing	77		
For lawn sprinkler systems on any one meter including backflow prevention devices thereof	77		
For atmospheric type vacuum breakers, one to five	77		
For each additional breaker over five	13		
For the connection of a house sewer to a public sewer or for the extension of a house lateral onto a lot for future use (separate permit required for each such connection or extension)	77		
For each house sewer manhole	77		
For each installation of a section of house sewer for future use	77		
For the connection of each additional building or additional work to a house sewer	77		
For connection of a house sewer to a private sewage disposal system	77		
For each private sewage disposal system (septic tank and seepage pit or pits and/or drain field)	77		
For each cesspool, overflow seepage pit, percolation test pit, swimming pool drywall, or drain field extension or replacement	77		
For disconnection, abandonment, alteration or repair of any house sewer or private sewage disposal system or part thereof	77		
Sewer system	77		
Plumbing special inspections	308		
For each backflow protective device other than atmospheric type vacuum breakers 2" and smaller	77		



Service Application	Total Cost	Deposit	Subsidized
Over 2"	77		
Each building drain installed without accompanying plumbing	77		
Swimming pool equipment including gasoline (private or commercial)	231		
Other inspections and fees for which a permit is required but no fee is set forth herein. (Hourly)		308 ⁽²⁾	
SWIMMING POOL PERMIT FEES:			
Plan Check Fee (Hourly)		308 ⁽²⁾	
Pool only, no heater	385		
Spa only	462		
Pool and spa with heater	462		
Fiberglass in ground spa	308		
Portable hot tub, 220 or 110 volt circuit	154		
Electrical conduit and circuits	77		
Plumbing, piping lines	77		
Plumbing, gas lines	77		
Plumbing, heater	77		
MECHANICAL PERMIT FEES:			
Plan Check Fee (Hourly)		308 ⁽²⁾	
Mechanical Unit Fee Schedule			
For the installation or relocation of each forced-air or gravity type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 btu/h	154		
For the installation or relocation of each forced-air or gravity type furnace or burner, including ducts and vents attached to such appliance, over 100,000 btu/h	154		
For the installation or relocation of each floor furnace including vent	154		
For the installation or relocation of each suspended heater, recessed wall heater, or floor-mounted unit heater	154		
For the installation or relocation of replacement of each appliance vent installed and not included in an appliance permit suspended heater, recessed wall heater or floor mounted unit heater.	77		



Service Application	Total Cost	Deposit	Subsidized
For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating appliance, refrigeration unit, cooling unit, absorption unit, or each of heating, cooling, absorption or evaluation cooling system, including installation of controls regulated by this code.	77		
For the installation or relocation of each broiler or compressor unit to and including three horsepower, or each absorption system and including 100,000btu/h	77		
For the installation or relocation of each broiler or compressor unit compressor unit over three horsepower to and including 15 horsepower or each absorption system over 100,000 btu/h to and including 500,000 btu/h	77		
For the installation or relocation of each broiler or compressor unit over 15 horsepower in and including 30 horsepower or each absorption system over 500,000 btu/h to and including 1,000,000 btu/h	154		
For the installation or relocation of each broiler or refrigeration compressor unit over 50 horsepower, or each absorption system over 1,750,000 btu/h	154		
For each air-handling unit to and including 10,000 cubic feet per minute, including ducts attached thereto	154		
For each air-handling unit over 10,000 cubic feet per min.	154		
For each evaporative cooler other than portable type	154		
For each ventilation an connected to a single duct	77		
For each ventilation system which is not a portion of any heating or air-conditioning system authorized by permit	77		
For the installation of each hood which is served by a mechanical exhaust, including the ducts for such hood	154		
For the installation or relocation of each commercial or industrial-type incinerator	154		
For each appliance or piece of equipment regulated by ordinance but not classed in other appliance categories, or for which no other fee is listed in this resolution.	154		
Other Inspections and Fees			



Service Application	Total Cost	Deposit	Subsidized
For inspections outside of normal business hours, re-inspection fees assessed under Section 305 (g), inspections for which no fees are specifically indicated, and additional plan review for changes, additions or revisions to approve plans, there shall be a minimum charge of the greater of two hours or the actual cost to the City including supervision, overhead, hourly wages and fringe benefits of the employees involved.		308 ⁽²⁾	
FEES FOR ABATEMENT OF DANGEROUS BUILDINGS:			
Costs for reimbursement of abatement activities such as inspection time, preparing reports, clerical support, rehabilitation meetings and court appearances shall be at the current hourly costs to the City including supervision, overhead, hourly wages and fringe benefits of the employees involved.	Actual cost of abatement activities per Calimesa Municipal Code.		
All costs incurred by the City for the following listed items shall be reimbursed to the City: Boarding Up Structures Property Clean Up Demolition of Structures Rehabilitation of Structures	Actual cost of abatement activities per Calimesa Municipal Code.		
SIGN PERMIT FEES:			
Sign Permit (Planning Counter Review)	66		
Plan Check (Hourly)		308 ⁽²⁾	
Sign Inspection (Hourly)		308 ⁽²⁾	
Electrical permit fees	77		
Outline lighting or marquees supplied from one branch circuit	154		
Additional branch circuits within the same sign, outline lighting system or marquee	154		
BUILDING RELOCATION FEES:			
Special inspection for structures outside City limits: Included in the cost is the supervision, overhead, equipment, hourly wages and fringe benefits of employees involved. (Hourly) Mileage outside City limits to and from structure	Current IRS rate	308 ⁽²⁾	
MISCELLANEOUS FEES NOT PROVIDED IN BUILDING STANDARDS:			
Minimum permit fee (30 minutes)	77		



Service Application	Total Cost	Deposit	Subsidized
6 foot garden block wall (6 feet = footing + 6 ft. high wall) per 300 feet of wall	259		
Retaining block wall per 300 feet of wall	336		
BUILDING CONVERSION/REHABILITATION:			
The permit cost for conversion of a structure shall be the same cost as if the structure were new using the unit fee schedules and costs reflected in this resolution for structural, electrical, plumbing and mechanical installations.	594		
Re-roof, tear off, mop, composition	193		97 ⁽⁴⁾
Re-roof, tile	231		
Tenant Improvements (two hour minimum at current cost to City)		308 ⁽²⁾	
Business License Inspection Fee: Special inspection required of new business openings without other inspections to the premises. Not inclusive of City Clerk Business License Fee.	77		
Plan Review Title 24 Requirements for: Fair Housing Accessibility Guidelines Energy Conservation Guidelines (Hourly)		308 ⁽²⁾	
Appeals Board Hearing	462		

- (1) Deposits are for minimum anticipated level of work to be performed at Senior Inspector and City Engineer hourly rates. Additional funds/deposit may be required based on complexity of project.
- (2) Deposit of \$308 is a 2-hour minimum for work performed at the Senior Inspector's hourly rate. Additional funds/deposit may be required based on complexity of project.
- (3) Deposit of \$1,078 is a 7-hour minimum for work performed at the Senior Inspector's hourly rate. Additional funds/deposit may be required based on complexity of project.
- (4) 50% reduction in fees for single family residential only.

Planning Division

Service Application	Total Cost	Deposit	Subsidized
Multiple Application Fee	Total cost or deposit of highest application cost plus 50% of each additional application		
Annexations		25,000 ⁽⁵⁾	
Appeals to City Council or Planning Commission (with exception of Single-Family Home Owners and their respective home)		3,500 ⁽⁵⁾	
Appeals For All Matters Pertaining to Single-Family Home Owners and Their Respective Home (Developers Excluded)	1,130		
Appeal of Extension of Time		1,900 ⁽⁵⁾	



Service Application	Total Cost	Deposit	Subsidized
Business License Occupancy Inspection	80		
CC&R Review		2,800 ⁽⁵⁾	
Certificate of Land Division Compliance		2,800 ⁽⁵⁾	
Certificate of Zoning Compliance			
Basic	245		
Complex		1,300 ⁽⁵⁾	
Zoning Information Letter			
Basic	245		
Complex		1,300 ⁽⁵⁾	
Certification of Documents	Actual cost based on hourly rates of personnel involved.		
Change of Zone or Zoning Text Amendment		17,000 ⁽⁵⁾	
Conditional Use Permit (New)		10,400 ⁽⁵⁾	
Conditional Use Permit for ABC License (New or Revised)		4,900 ⁽⁵⁾	
Development & Disposition Agreement		14,500 ⁽⁵⁾	
Development Plan Review			
Major		18,900 ⁽⁵⁾	
Minor	830		
Accessory Structure (limited to one residential, non-habitable structure <1,000 SF; otherwise Minor DPR fee applies)	1,155		
Environmental Assessment/Initial Study w/Negative Declaration or Mitigated Negative Declaration (No charge if prepared by outside consultant; cost of special studies not included)		16,300 ⁽⁵⁾	
Environmental Impact Report		43,000 ⁽⁵⁾	
Extension of time - All		4,700 ⁽⁵⁾	
General Plan Amendment		16,900 ⁽⁵⁾	
Home Occupation Permit	171		
Fire Department Plot Plan Review	180		
Large Family Day Care Home	505		
Lot Line Adjustment		2,000 ⁽⁵⁾	
Lot Merger		2,000 ⁽⁵⁾	
Preliminary Application Review		4,430 ⁽⁵⁾	
Property Liens	115		
Research Fee for Planning Information	Actual cost based on hourly rates of personnel involved.		
Revised Permits (other than those noted Herein) – No Hearing	Deposit of 50% of original application fee ⁽⁵⁾		



Service Application	Total Cost	Deposit	Subsidized
Revision to a Staff Administrative Approval	460		
Second Unit Covenant Review	245		
Sign Permits			
Master Sign Permit or Sign Requiring a Hearing (No fee if submitted with a DPR application)		4,000 ⁽⁵⁾	
Minor	365		
Temporary	230		
Similar Use Determination	1,240		
Specific Plan			
<1000 dwelling units		20,300 ⁽⁵⁾	
>1000 dwelling units		41,900 ⁽⁵⁾	
Revised		12,300 ⁽⁵⁾	
Special Service Letter	130		
Temporary Use Permit			
Real Estate Office in Approved Development Project	780		
On-site or off-site construction yard in conjunction with approved development project	780		
On-site trailer, coach or mobile home as temporary residence in conjunction with approved residential building permit	780		
Holiday Sales Lot (i.e., Christmas trees, pumpkins, Valentine's Day, Easter, Mother's Day, etc.) (30 days max):			
Initial Application	220		
Renewal	50		
Commercial fairs, festivals, concerts or other similar outdoor events and/or within temporary structures		1,980 ⁽⁶⁾	
Outdoor display and sales 4 days or less and no more than 2 per calendar year	410		
Community-sponsored non-profit fairs, festivals, concerts or other similar outdoor events and/or within temporary structures		990 ⁽⁶⁾	
Local fundraising event (one day only; no food vendors, structures, or live entertainment):			
Initial Application	95		
Renewal	45 + 120 if in right-of-way		
Tentative Parcel Map		11,300 ⁽⁵⁾	
Tentative Tract Map		17,300 ⁽⁵⁾	
Transportation Demand Management	Actual cost based on hourly rates of personnel involved as determined by Community Development Director.		



Service Application	Total Cost	Deposit	Subsidized
Tree Removal Application	480		
Variance		8,200 ⁽⁵⁾	
Vesting Tentative Parcel Maps		11,500 ⁽⁵⁾	
Vesting Tentative Tract Map		16,900 ⁽⁵⁾	

⁽⁵⁾ Deposits are for minimum anticipated level of work at “fully burdened” hourly rates for all City and contract personnel involved, plus any out-of-pocket expenses, special equipment or supplies, or other state or county fees applicable. Additional funds/deposit may be required based on complexity of project.

⁽⁶⁾ May require an Encroachment Permit if in the public right-of-way.

Code Enforcement Division

Service Application	Total Cost	Deposit	Subsidized
Abandoned and/or Foreclosed Property Registration	150		
Business License Occupancy Inspection	80		



Engineering Department

Service	Total Cost
Final Tract Map Plan Check	2,085 + 45 per lot
Final Parcel Map Plan Check	1,835 + 45 per lot
Public Improvement Plan Check – Streets	1,735 for 1st sheet + 1,250 each add'l sheet
Public Improvement Plan Check – Sewer	530 for 1st sheet + 285 each add'l sheet
Public Improvement Plan Check – Water	530 for 1st sheet + 285 each add'l sheet
Public Improvement Plan Check – Storm Drains	2,225 for 1st sheet + 1,250 each add'l sheet
Public Improvement Plan Check – Landscaping	455 for 1st sheet + 210 each add'l sheet
Public Improvement Plan Check – Street Lighting	535 for 1st sheet + 290 each add'l sheet
Public Improvement Plan Check – Traffic Signals	1,170 for 1st sheet + 925 each add'l sheet
Public Improvement Plan Check – Striping & Signs	585 for 1st sheet + 460 each add'l sheet
Public Improvement Plan Check – Traffic Control	585 for 1st sheet + 460 each add'l sheet
Rough Grading Plan Check	1,215 for 1st sheet + 395 each add'l sheet
Precise Grading Plan Check	1,215 for 1st sheet + 705 each add'l sheet
Additional Project Coordination & Meetings	1st 15 minutes – no charge. Billing will begin after 15 minutes with a 1-hour minimum charged against deposit monies required by the Community Development Director or City Engineer
Additional Public Works Plan Check	Hourly Rate of Plan Check Engineer with a 1-hour (\$175) minimum charged against deposit monies required by the City Engineer
Public Works Inspection	Minimum 245 for first 2 hours + 125 each add'l hour charged against deposit monies required by the City Engineer
As-Built Plans and Revisions	Minimum 170 for the base costs including the first hour of the Plan Check Engineer + the hourly rate of the Plan Check Engineer for additional time charged against deposit monies required by the City Engineer



Service	Total Cost
Hydrology Report Review	Minimum 635 for base costs including the first 4 hours of the Plan Check Engineer + the “Fully-Burdened” Hourly Rates of the Plan Check Engineer for additional time charged against deposit monies required by the City Engineer
Soils Report Review	“Fully-Burdened” Hourly Rates of all staff involved charged against deposit monies required by the City Engineer
CC&R Review	“Fully-Burdened” Hourly Rates of all staff involved charged against deposit monies required by the City Engineer. Minimum fee of 1 hour
Bond Agreement Processing	1,495 each
Traffic Study Review	“Fully-Burdened” Hourly Rates of all staff involved charged against deposit monies required by the City Engineer. Minimum fee of 4 hours
Storm Water Pollution Prev. Plan Review	2,185
Water Quality Management Plan Review	2,185
Survey Monument Inspection	610 for 1st monument + 15 each add’l monument
Project Cost Estimate	570
Lot Line Adjustment	1,115 for the 1st two lots + 60 each add’l lot
Lot Merger	1,115 for the 1st two lots + 60 each add’l lot
Certificate of Correction	655
Dedications/Easements/Grant Deeds	655
Quit Claim Deeds	655
Legal Description Review	“Fully-Burdened” Hourly Rates of all staff involved charged against deposit monies required by the City Engineer. Minimum fee of 2 hours
Street Vacation/Abandonment	655
Centerline Tie Sheets	125 for the 1st sheet + 40 each add’l sheet
Engineering Project with Deposits	“Fully-Burdened” Hourly Rates equivalent to contractual hourly rate + 41% overhead



Public Works Department

An issuance fee of \$45.00 shall be assessed on all permits.

Service	Total Cost
Residential Driveway Inspection, Minor	305 for first driveway + 120 each additional driveway for the same parcel at the same time
Residential Driveway Inspection, Major	“Fully-Burdened” Hourly Rates of all staff involved charged against deposit monies required by the Public Works Director
Commercial Driveway Inspection, Minor	365 for first driveway, 120 each additional driveway for the same parcel at the same time
Commercial Driveway Inspection, Major	“Fully-Burdened” Hourly Rates of all staff involved charged against deposit monies required by the Public Works Director
Curb/Gutter/Sidewalk Inspection	<p style="text-align: right;">Encroachment Permit⁽⁷⁾</p> <p style="text-align: center;">120 – individual single-family dwelling 245 – single building multi-family dwelling or a commercial building = <100,000 sf or =<2 acres 365 - subdivision</p> <p style="text-align: center;">Inspection: “Fully-Burdened” Hourly Rates of all staff involved charged against deposit monies required by the Public Works Director</p>
Major Tree Trimming/Stump Removal Inspection per Tree	245 per lot
Utility Excavation Inspection (under 200 sq. ft.)	<p style="text-align: right;">Encroachment Permit⁽⁷⁾</p> <p style="text-align: center;">120 – individual single-family dwelling 245 – single building multi-family dwelling or a commercial building = <100,000 sf or =<2 acres 365 - subdivision</p> <p style="text-align: center;">Inspection: “Fully-Burdened” Hourly Rates of all staff involved charged against deposit monies required by the Public Works Director</p>
Annual Utility Excavation Permit (Blanket Permit)	120
Miscellaneous Use of Right of Way (<u>Encroachment Permit</u>)	175 ⁽⁸⁾



Service	Total Cost
Moving (Overweight and Over Dimension Single Trip) Permit	State-Mandated Fee (currently): Annual – 90 Per Trip = 16
Time Extension for Previously Issued Permit	120
Lane Closure/Truck Access Permit	60
Inspection Due to Failure of Permittee to Comply With Conditions	84
Lighting/Landscaping Maintenance District	39.15 per equivalent dwelling unit

- (7) For excavations in excess of 200 sq. ft., fee will be based on scope of project and estimated prior to issuance of permit.
- (8) Fee for administration only. Costs for barricades, signage, delineators, use of other City materials or personnel will be estimated, based on scope of project, prior to issuance of permit.



Office of the City Clerk

Service	Total Cost	Deposit
Annual Agenda Subscription	312.00 plus the cost of postage ⁽⁹⁾	
Annual Minute Subscription	96.00 plus the cost of postage ⁽¹⁰⁾	
Business License Issuance (not inclusive of Business License Inspection Fee to be paid to Building Department)		
In City	24	
Outside of City	48	
Street Vendor	15	
CASp ⁽¹¹⁾	1	
Copies of Media		
CDs	1.00 per CD	
Video Tapes	2.00 per tape	
Audio Tapes	1.00 per cassette	
CD Recording of Meeting	1.00 per CD	
Reproductions of: City Zoning Map Copies of Printed Material/Documents General Plan (excludes EIR) General Plan Environment Impact Report Redevelopment Plan Downtown Business District (DBD) Code DBD Design Guidelines Miscellaneous Maps		Actual reproduction cost
Notary Fees (State Limit)	10.00	
Photocopies of: California Public Records Act Copy Request Documents Listed in the Political Reform Act	.20/color copy	
Rent Stabilization Program Application Fee		1,661 ⁽¹²⁾
Mobile Home Rent Control	3.59 per month/per regulated space/per park	

⁽⁹⁾ Cost is based on printing an average of 130 pages per City Council agenda, at \$.10 per page, for 24 agendas per year. The cost for each agenda in excess of 24 per year would be determined by the City Clerk based on a printing cost of \$.10 per page plus postage. Agenda subscriptions do not include bound copies or oversized maps.

⁽¹⁰⁾ Cost is based on printing an average of 40 pages of verbatim minutes (as currently required), at \$.10 per page, for 24 City Council meetings per year. The cost for each set of minutes in excess of 24 per year would be determined by the City Clerk based on a printing cost of \$.10 per page plus postage. Minute subscriptions do not include bound copies or oversized maps.

⁽¹¹⁾ Pursuant to Senate Bill 1186, Section 4467 of the new chapter requires local agencies to collect a \$1.00 fee from each applicant for an initial or renewed "local business license or equivalent instrument or permit." The fee is to fund certified access specialist ("CASp") programs.

⁽¹²⁾ Deposit is for minimum anticipated level of work to be performed at City Attorney and City Clerk hourly rates, and other costs as established by City ordinance. Additional funds/deposit may be required based on complexity of application.



Finance Department

Service	Total Cost	Deposit
Check Fee (Insufficient Funds)	25.00	
Copies: CAFR City Budget	Actual printing costs (.10) per page (grayscale) or .20/per page (color)	
Public Safety Invoice Processing	75.00	
Credit Card Convenience Fee	2.5% of total amount charged; calculated and collected at time of payment; single transaction limit of \$5,000	

