



**DISCUSSION ITEM**

**Agenda Item # 6**

**AGENDA REPORT SUMMARY**

**Meeting Date:** October 26, 2021

**Subject:** Fiscal Year 2021/22 City Fee Schedule

**Prepared by:** Jon Maginot, Deputy City Manager

**Approved by:** Gabriel Engeland, City Manager

**Attachment(s):**

1. Resolution No. 2021-54
2. Fee adjustment comparison
3. Fee revenue summary

**Initiated by:**

Staff

**Previous Council Consideration:**

September 10, 2019 (presentation on Cost Allocation Plan and User Fee Study); May 22, 2018 (adoption of current Fee Schedule)

**Fiscal Impact:**

Adoption of the recommended Fee Schedule will likely result in an increase in fee revenue collected by the City. The amount of increased revenue will depend upon the amount of activity by customers of the City.

**Environmental Review:**

Not applicable

**Policy Question(s) for Council Consideration:**

- Does the Council wish to adopt the recommended Fee Schedule to better reflect the actual cost of providing certain services?

**Summary:**

- The current Fee Schedule was adopted in May 2018.
- A Cost Allocation Plan and User Fee Study was presented to City Council in September 2019 but was not acted upon at that time.
- Staff recommends adopting an updated Fee Schedule based upon the information provided in the 2019 Cost Allocation Plan and User Fee Study with a percentage increase based on CPI.
- The Fee Schedule should be updated annually as part of the budget process.

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**Reviewed By:**

City Manager

*GE*

City Attorney

*JH*

Finance Director

*JE*

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**Subject:** Fiscal Year 2021/22 City Fee Schedule

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**Staff Recommendation:**

Adopt Resolution No. 2021-54, setting the FY 2021/22 Fee Schedule for the City of Los Altos



**Subject:** Fiscal Year 2021/22 City Fee Schedule

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### **Purpose**

To adopt and updated Fee Schedule for Fiscal Year 2021/22.

### **Background**

Historically, the City annually adopts its Fee Schedule setting fees that are collected for City services and activities. The Fee Schedule was last adopted May 22, 2018 and has not been updated since. In 2019, the City contracted with Willdan Financial Services to conduct a comprehensive user fee study and full cost allocation plan to assist the City in determining appropriate fee levels for the various services provided by the City.

On September 10, 2019, the City Council received a report on the cost allocation plan and user fee study. That report recommended adjusting numerous fees based on actual costs at the time to perform those services. Council provided some feedback on the report and requested additional information regarding the fee schedule.

### **Discussion/Analysis**

As the City's current Fee Schedule is now three years old, it is recommended that the City adopt a new Fee Schedule that better reflects the actual cost of providing various services and returns to updating the Fee Schedule each year.

Attachment 1 includes the recommended FY 2021/22 Fee Schedule. The fees recommended for adoption are based on those recommended in 2019 adjusting for two years of CPI increases. For certain fees, staff is not recommending using the 2019 information at this time as staff is uncertain how the recommended fee was arrived at. After further analysis, staff concluded that these fees should remain as they are until a new fee study can be conducted.

Attachment 2 provides a more detailed comparison of current fees and what is being recommended with a column showing the difference between the recommended fee and current fee.

As part of the September 2019 discussion, Council requested information on how the City's fees compare to surrounding agencies. Attachment 2 provides a column with the average fee for several neighboring cities (Cupertino, Los Gatos, Mountain View, Palo Alto, Saratoga, Sunnyvale). Several of the City's fees do not have a direct comparison for the other cities and so an average is not included for these fees. While there are some fees that are higher in the City of Los Altos, the City is either in-line or below the majority of the fees.

The other piece of information the Council requested at the September 2019 meeting was clarification on which fees account for the various revenue categories. The vast majority of fee revenue received by the City comes from a handful of fees. Attachment 3 highlights nine fee areas



**Subject:** Fiscal Year 2021/22 City Fee Schedule

in which the City received over \$50,000 in revenue in Fiscal Year 2019/20. These nine areas account for \$3.2 million out of a total of \$3.49 million in total revenue. Each fee category on Attachment 3 has been highlighted with a color. The corresponding fees that go into these categories has been highlighted with the same color on Attachment 2.

Recreation Fees

The Recreation & Community Services Department currently offers a wide range of programs and classes to the Los Altos Community and the surrounding area. Programs and classes may include but are not limited to special interest, sports, fitness, enrichment, music, and continuing education. These activities serve all ages: preschool, youth, teens, adults and seniors. Generally, recreation programs are priced according to market rate in order to stay current and competitive. However, in areas such as teens and seniors, a lower fee has been associated due to the need for a higher level of subsidy as directed by the City Council. Program costs and fees are variable based on the type of class, type of expertise from the instructor, type of facility required and demand. To reflect this variability, program fees are provided as a range. Outlined below is an overview of the fee structure, listed as a range, according to an age category. As these fees are variable in nature and are adjusted based on the various factors, these fees are not included in the overall Fee Schedule.

**RESIDENT PROGRAM FEES SUMMARY**

<b>Resident Rates</b>			
<b>Age Category</b>	<b>Current Fee Range Average (Per Hour)</b>	<b>Proposed Fee Range (Per Hour)</b>	<b>Market Rate Range Average (Per Hour)</b>
Preschool	\$11 - \$13.50	\$13 - \$20	\$14 - \$42.57
Youth	\$13.72 - \$25.36	\$14 - \$40	
Teens	N/A	\$0 - 15	
Adults	\$5.22 - \$21.51	\$7 - \$35	\$7.43 - \$40.71
Seniors	\$2.01 - \$8.03	\$3 - \$20	\$3.14 - \$25.86
Camps	\$41.3 - \$58.17 (Per Day)	\$40 - \$60 (Per Day)	\$52.72 - \$159.2

Additional notes and considerations

*Non-resident Fees*

Non-residents play an important part in enabling a wide range and diversity of programs for Los Altos residents. Many programs would not be feasible without this larger group of non-resident participation. Current fee policy requires that non-residents pay an additional 20% above resident rates. For programs with lower fees, the additional 20% is appropriate. However, for classes and camps with more expensive fees, the additional 20% can become an obstacle, which may prevent non-resident registration and therefore affect the ability for classes to reach minimum enrollment. For this reason, staff is recommending a maximum cap of \$75 for camps and high fee classes, so that higher priced camps and classes have an increased opportunity to gain minimum enrollment.



**Subject:** Fiscal Year 2021/22 City Fee Schedule

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### *Senior Program Fees*

Historically, the City's Senior Program employed a membership structure, which offered the opportunity for members to receive perks such as priority registration and discounted rates on activities and classes. However, staff has observed that this model created an exclusive environment. For this reason, staff is recommending not utilizing the membership model in order to create a more inclusive environment for all seniors. Seniors will continue to have access to all programs and services offered through Recreation.

### *Contractor Fee Model*

To successfully offer a wide range of programs and classes, and to remain fiscally responsible, the Recreation & Community Services Department utilizes a variety of delivery methods. Some programs are provided directly, such as Camp Jellybean or Camp Redwood Grove, where the staffing and supply costs are accounted for in the Department's approved fiscal operating budget. Other programs are provided via contract, where an individual or organization partners with the City to offer programs or classes. The standard percentage split for a contracted instructor is currently 60/40 where 40% of earned revenue is allocated to the City. The standard percentage split is comparable to current market conditions, therefore staff is recommending the standard contract percentage split to remain the same.

### *Facility Fees*

With the opening of the new Los Altos Community Center, the City has a number of new spaces which can be rented by individuals or groups. As such, hourly fees for these spaces need to be set so that the City can begin allowing rentals. These recommended fees have been included in the proposed Fee Schedule.

### *Impact Fees*

The Park In-Lieu and Traffic Impact Fees are included in the recommended Fee Schedule. However, as these fees, along with the Housing Impact Fees, require separate nexus studies to establish the appropriate fee, they are not recommended to be changed at this time. Staff is working on analyzing these fees and will bring separate agenda items to the Council for consideration.

### **Recommendation**

The staff recommends the Council adopts the recommended Fee Schedule.

**RESOLUTION NO. 2021-54**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALTOS  
SETTING CERTAIN FEES AND CHARGES TO BE COLLECTED IN FY 2021/22**

**WHEREAS**, the Los Altos Municipal Code specifies that certain fees and charges shall be set by Resolution of the City Council; and

**WHEREAS**, these fees and charges should be in amounts sufficient to recover the costs incurred by the City with respect to the functions to be performed by the City.

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Los Altos hereby adopts the various fees and charges set forth in the attached FY 2021/22 Fee Schedule for the City and these fees shall become effective no sooner than 60 days following final passage and adoption of this Resolution and shall remain in effect until a new Resolution amending the same is adopted by the City Council.

**BE IT FURTHER RESOLVED** that all other fees previously established by other City Council Resolution or Ordinance remain in effect.

**I HEREBY CERTIFY** that the foregoing is a true and correct copy of a Resolution passed and adopted by the City Council of the City of Los Altos at a meeting thereof on the 26<sup>th</sup> day of October, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Neysa Fligor, MAYOR

Attest:

\_\_\_\_\_  
Andrea Chelemengos, MMC, CITY CLERK

**City of Los Altos  
Fee Schedule  
FY 2021/22**

<b>Community Development Building</b>	<b>Adopted Fee for Service 18/19</b>	<b>Proposed Fee for Service 21/22</b>
<p>Building Permit Valuation based on price per square foot of construction. Minimum valuation for new residential and commercial construction is \$165.00 per square-foot.</p> <p>Total Valuation \$1.00 - \$3,000.00</p> <p>\$3,001.00 - \$25,000.00</p> <p>\$25,001.00 - \$50,000.00</p> <p>\$50,001.00 - \$100,000.00</p> <p>\$100,001.00 - \$500,000.00</p> <p>\$500,001.00 - \$1,000,000.00</p> <p>\$1,000,001.00 and up</p>	<p>Building Permit Valuation based on Price per square foot of Construction. Minimum valuation for new residential and commercial construction is \$165.00 per square-foot.</p> <p>\$82.00</p> <p>\$82.00 for the first \$3,000.00 plus \$16.50 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00.</p> <p>\$450.00 for the first \$25,000.00 plus \$12.50 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00.</p> <p>\$750.00 for the first \$50,000.00 plus \$8.25 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00.</p> <p>\$1,170.00 for the first \$100,000.00 plus \$7.25 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00.</p> <p>\$3,845.00 for the first \$500,000.00 plus \$6.25 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00.</p> <p>\$6,680.00 for the first \$1,000,000.00 plus \$4.25 for each</p>	<p>Building Permit Valuation based on Price per square foot of Construction. Minimum valuation for new residential and commercial construction is \$165.00 per square-foot.</p> <p>\$109.50</p> <p>\$109.50 for the first \$3,000.00 plus \$22.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00.</p> <p>\$600.00 for the first \$25,000.00 plus \$16.50 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00.</p> <p>\$1,000.00 for the first \$50,000.00 plus \$11.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00.</p> <p>\$1,560.00 for the first \$100,000.00 plus \$9.50 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00.</p> <p>\$5,135.00 for the first \$500,000.00 plus 86.25 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00.</p> <p>\$11,699.00 for the first \$1,000,000.00 plus \$7.75 for each</p>

	additional \$1,000.00 or fraction thereof.	additional \$1,000.00 or fraction thereof.
Electrical, Fire Department Inspection, Mechanical or Plumbing Permit Total Valuation \$1.00 - \$3,000.00	\$82.00	\$109.50
\$3,001.00 - \$25,000.00	\$82.00 for the first \$3,000.00 plus \$23.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00.	\$109.50 for the first \$3,000.00 plus \$30.50 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00.
\$25,001.00 - \$50,000.00	\$580.00 for the first \$25,000.00 plus \$16.50 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00.	\$775.00 for the first \$25,000.00 plus \$22.00 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00.
\$50,001.00 - \$100,000.00	\$995.00 for the first \$50,000.00 plus \$11.50 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00.	\$1,329.00 for the first \$50,000.00 plus \$15.25 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00.
\$100,001.00 and up	1.58% of the valuation	1.60% of the valuation
Solar/Photovoltaic Permit (Residential/Commercial)	\$450.00* *(Per California Government Code Section 66015 which allows for fees of \$450.00 plus \$15.00 per kilowatt for each kilowatt above 15kW for residential rooftop solar energy systems, and \$1,000 plus \$7.00 per kilowatt for each kilowatt between 51kW and 250kW plus \$5.00 for every kilowatt above 250kW, for commercial rooftop solar energy systems)	\$450.00* *(Per California Government Code Section 66015 which allows for fees of \$450.00 plus \$15.00 per kilowatt for each kilowatt above 15kW for residential rooftop solar energy systems, and \$1,000 plus \$7.00 per kilowatt for each kilowatt between 51kW and 250kW plus \$5.00 for every kilowatt above 250kW, for commercial rooftop solar energy systems)
Building Plan Check	65% of Building Permit Fee	65% of Building Permit Fee
Fire Department Plan Check	20% of Total Building Permit Fee (if applicable)	20% of Total Building Permit Fee (if applicable)
Energy Plan Check (Title 24)	25% of Total Building Permit Fee	25% of Total Building Permit Fee
Blueprint for a Clean Bay	\$10.00	\$10.25
Building Code Compliance Review	\$525.00	\$526.00
Building Moving Permit	Time/Material	\$665.00
California Green Building Fund	Assessed at the rate of \$4.00 per \$100,000 in valuation, with appropriate fractions thereof, but not less than \$1.00 per every \$25,000 in valuation	Assessed at the rate of \$4.00 per \$100,000 in valuation, with appropriate fractions thereof, but not less than \$1.00 per every \$25,000 in valuation
Construction Tax* Residential	\$0.41 per Square Foot	\$0.41 per Square Foot



Commercial * Established per LAMC Chapter 3.24	\$0.68 per Square Foot	\$0.68 per Square Foot
Demolition Permit		
Single Family	\$300.00	\$470.25
Commercial/Multiple-Family	\$600.00	\$773.00
Duplicate Permit Request	\$55.00	\$86.50
Property Research		
Residential	\$27.00 per Property	\$27.00 per Property
Commercial	\$55.00 (minimum) per Property	\$55.00 (minimum) per Property
Re-Inspection Request	\$85.00	\$133.75
Street Address Change	\$600.00	\$522.50
Strong Motion and Seismic Hazard Mapping		
Strong Motion Instrumentation & Seismic Hazard Mapping Fees – SMIP (1-3 Story Residential)	Residential – Minimum Fee is \$0.50 for Any Valuation up to \$3,850.00 Valuation Amount x 0.00013 = Fee Amount	Valuation Amount x 0.00013 (Minimum Fee \$0.50)
Strong Motion Instrumentation & Seismic Hazard Mapping Fees – SMIP (Over 3 story residential & all commercial)	Commercial – Minimum Fee is \$0.50 for Any Valuation up to \$1,786.00 Valuation Amount x 0.00028 = Fee Amount	Valuation Amount x 0.00028 (Minimum Fee \$0.50)
Technology Surcharge – Permit System Maintenance, Document Archiving Maintenance, Document Backfile Conversion	8% of Building/Electrical/Mechanical/Plumbing Permits	8% of Building/Electrical/Mechanical/Plumbing Permits
Temporary Certificate of Occupancy	\$380.00	\$503.25
Inspections outside of normal business hours (minimum charge – 2 hours)	Overtime Wage	\$385.75
Stop Work Penalties	2-4x all plan review and permit fees	2-4x all plan review and permit fees
In House Review	\$75.00 per hour	\$117.50 per hour
Consultant Review	Consultant Cost	Consultant Cost
Expired Permit Fees	Based on original permit fees	Based on original permit fees
Project Plan Duplication Requests	Printing service charge	\$369.75
Certificate of Occupancy	New	\$147.25
Alternative Means and Methods Request	New	\$365.75

<b>Community Development Planning</b>	<b>Adopted Fee for Service 18/19</b>	<b>Proposed Fee for Service 21/22</b>
Annexation	\$210.00 Deposit per Parcel, with a \$1,000.00 Minimum and Fully Allocated Hourly Staff Rates	\$522.50
Appeal		
Within Notification Boundary	\$595.00	\$627.00
Outside Notification Boundary	\$1,785.00	\$1,201.75
Application Extension		
Single-Family	\$295.00	\$334.25
Commercial/Multiple-Family	\$595.00	\$627.00
Application Modification		
Single-Family	\$595.00	\$627.00
Commercial/Multiple-Family	\$1,785.00	\$1,881.00
Certificate of Compliance	\$1,785.00 + Time/Material	\$1,785.00 + Time/Material
Conditional Use Permit		
Business Use Only	\$1,785.00	\$2,612.50
Planning Commission		
Business Use Only	\$2,975.00	\$4,180.00
Planning Commission/City Council		
New Construction (>500 sq. ft.)	\$5,350.00	\$5,225.00
PC & CC		
Wireless Facility (Renewal/Mod)	\$890.00	\$1,139.00
Staff Level		
Modification	\$890.00	\$1,483.75
Design Review		
Single-Family		
Administrative (≤100 sq. ft.)	N/A	\$79.00
Administrative (≤500 sq. ft.)	\$295.00	\$295.00
Administrative (>500 Sq. Ft.)	\$890.00	\$1,045.00
Design Review Commission	\$1,785.00	\$2,090.00
Commercial/Multiple-Family		
Administrative (≤500 Sq. Ft.)	\$890.00	\$1,384.50
PC & CC (>500 Sq. Ft.)	\$5,350.00	\$9,922.25
PC Only	\$5,350.00	\$5,350.00
Accessory Dwelling Unit Review		
Over-the counter (<500 sq. ft.)	\$595.00	\$156.75
Administrative (>500 sq. ft.)	\$595.00	\$522.50
Architectural Peer Review	New	\$3,657.50
Development Agreement Fee	Time/Material (\$5,000.00 deposit)	\$5,225.00
Environmental Initial Study	\$1,785.00 + Time/Material	\$5,225.00
Environmental Impact Report	\$5,350.00 + Time/Material	\$10,450.00
Electric Vehicle Charging	\$.33 Per kWh	\$.33 Per kWh
General Plan/Map Amendment	\$5,350.00 + Time/Material	\$5,747.50
Lot-Line Adjustment	\$1,785.00 + Time/Material	\$1,785.00 + Time/Material
Maps and Documents		
Zoning Map	\$5.00	\$5.00

Zoning Ordinance	\$15.00	\$15.00
General Plan	\$15.00	\$15.00
Specific Plans	\$5.00	\$5.00
Park In-Lieu Fee*		
Single-Family Residential Unit	\$56,500.00	\$56,500.00
Multiple-Family Residential Unit	\$35,500.00	\$35,500.00
* Established per LAMC Chapter 13.24		
Planned Unit Development	\$5,350.00 + Time/Material	\$7,837.50
Planning Commission Study Session	\$595.00	\$1,567.50
Preliminary Project Review	\$295.00	\$1,149.50
Planning Records Research Fees		
Single-Family Residential	\$27.00	\$27.00
Commercial and all other zones	\$55.00	\$55.00
Public Notification – Single-Family	\$26.00	\$52.25
Public Notification – All Other	\$1.00 per mailed post card	\$1.00 per mailed post card
Public Sidewalk Display Permit		
Dining tables/chairs	\$55.00	\$209.00
A-frames/non-dining objects	\$55.00	\$26.00
Reversion to Acreage	\$1,785.00 + Time/Material	\$1,785.00 + Time/Material
Sign Review		
Modification of Existing Sign	\$145.00	\$104.50
Sign Per a Sign Program	\$145.00	\$104.50
New Sign (no Sign Program)	\$295.00	\$209.00
Sign Program	\$595.00	\$836.00
Single-Story Overlay Rezoning		
Neighborhood Approval and Election	\$2,435.00	\$2,821.50
Zoning Map Amendment	\$2,435.00	\$3,344.00
Tentative Subdivision Map Review	\$5,350.00	\$5,225.00
Tentative Subdivision Map Extension/Modification		
Administrative	\$1,785.00	\$1,785.00
PC/CC	\$1,785.00	\$2,873.75
Traffic Impact Fee*		
Single-Family Residential Unit	\$6,774.20 per new unit	\$6,774.20 per new unit
Multiple-Family Residential Unit	\$4,159.00 per new unit	\$4,159.00 per new unit
Senior Residential Unit	\$1,744.20 per new unit	\$1,744.20 per new unit
Commercial	\$12,408.73 per 1,000 sq. ft.	\$12,408.73 per 1,000 sq. ft.
Office	\$9,993.93 per 1,000 sq. ft.	\$9,993.93 per 1,000 sq. ft.
* Established per LAMC Chapter 3.48		
Tree Removal	\$55.00	\$78.25
Vacating Easement/Right-of-way	Time/Material	\$5,225.00
Variance Review		
Single-Family - Accessory Struct.	\$595.00	\$1,567.50
Single-Family - Main Structure	\$1,785.00	\$2,090.00
Commercial/Multiple-Family	\$1,785.00	\$2,926.00
PC Only		
Commercial/Multiple-Family	\$5,350.00	\$4,180.00
PC & CC		
Zoning Ordinance/Map Amendment	\$5,350.00 + Time/Material	\$5,747.50

Zoning Use Compliance	\$110.00	\$73.00
Zoning Verification Letter	\$295.00	\$522.50

<b>Police</b>	<b>Adopted Fee for Service 18/19</b>	<b>Proposed Fee for Service 21/22</b>
Alarm Permit Renewal Late Renewal/Unpermitted Alarm response	\$38.00 Per Permit \$38.00 Per Permit \$76.00	\$38.00 Per Permit \$38.00 Per Permit \$79.00
False Alarm Response First Two Responses in a Permit Year Third and Subsequent Responses	No Charge \$227.00 Per Response	No Charge \$227.00 Per Response
Alcohol Permit	\$72.00 Per Application	\$104.50 Per Application
DUI Accident Response Police Response Fire Response Fatal accident	\$1,225.00 \$1,435.00 Fully Allocated Hourly Rate for All Emergency Personnel Responding, Not to Exceed \$12,000.00 Per Incident	\$1,201.75 \$1,463.00 Fully Allocated Hourly Rate for All Emergency Personnel Responding, Not to Exceed \$12,000.00 Per Incident
Jail Booking Fees	Actual County Cost	Actual County Cost
Massage Establishment Permit New Annual Renewal	\$283.00 \$67.00	\$283.00 \$78.25
Massage Therapist Permit New Annual Renewal	\$242.00 \$67.00	\$242.00 \$67.00
Massage Appeal Hearing	\$2,030.00 per appeal Includes One Hour of City Attorney Time	\$2,030.00 per appeal Includes One Hour of City Attorney Time
Miscellaneous Police Permit	\$283.00 Per Application	\$156.75 Per Application
Parking Permit Quarterly Annual	\$12.00 \$37.00	\$40.00 \$100.00
Second Response Call-Back Standard Response Juvenile Alcohol Party Response	\$602.00 Per Response After an Initial Warning \$602.00	\$193.25 Per Response After an Initial Warning \$836.00
Secondhand Dealer/Pawn Shop Permit New Annual Renewal	\$252.00 \$88.00	\$271.50 \$156.75
Solicitor Permit	\$103.00 Per Application	\$156.75 Per Application
Special Event Permit Application New On-going	\$2,100.00 \$900.00	\$1,567.50 \$1,045.00
Special Event Police Service	Salaries/Benefits/Overhead at Overtime Rate	Actual Cost
Vehicle Impound Release	\$237.00 per vehicle	\$313.50 per vehicle
Vehicle Repossession	\$15.00 per vehicle	\$15.50 per vehicle
Verification/Clearance Letter	\$34.00 per letter	\$41.75 per letter

Subpoena	\$275.00	\$275.00
Subpoena Duces Tecum	\$15.00	\$15.00
Police Report Copies	\$0.20 per page and no charge for victims of crimes	\$0.20 per page and no charge for victims of crimes

<b>Engineering</b>	<b>Adopted Fee for Service 18/19</b>	<b>Proposed Fee for Service 21/22</b>
County Sewer Plan Check	\$560.00 Per Plan	\$627.00 Per Plan
Encroachment Permit Parking Stall	\$72.00 Per Permit Plus \$31.00 Per Stall Per Day	\$103.50
Special	\$390.00 Per Permit Plus Actual outside Costs	\$444.00
Miscellaneous	\$196.00 Per Permit	\$261.24 Per Permit
Final Subdivision Map Check	\$1,155.00 Per Map Plus Actual outside Costs	\$1,222.50 Per Map Plus Actual outside Costs
Flood Hazard Letter	\$52.00 Per Letter	\$73.00 Per Letter
Heavy Haul Permit	\$605.00 Per Permit	\$637.25 Per Permit
Public Works Inspection	6% of the Estimated Cost of Construction	6% of the Estimated Cost of Construction
Lot-Line Adjustment	\$520.00 Plus Actual outside Costs	\$574.75 Plus Actual outside Costs
Sewer Dye Test	\$98.00 Per Test	\$151.50 Per Test
Stormwater Management Plan Check	\$365.00 Per Application	\$418.00 Per Application
Temporary Lane Closure Permit	\$505.00 Per Permit Plus \$62.00 Per Day After First Day	\$548.50 Per Permit
Utility Street Cut Permit	2% of Construction Cost (\$200.00 Minimum)	2% of Construction Cost (\$200.00 Minimum)
Additional Inspection Visit (for existing permit)	New	\$167.00
Sewer Permit (City)	\$95.00	\$125.25
Sewer Permit (County)	\$190.00	\$235.00
Sewer Tap-in	\$50.00	\$52.25
Transportation Permit	\$25.00	\$26.00

Recreation	Adopted Fee for Service 18/19	Proposed Fee for Service 21/22
Banner Hanging San Antonio/ECR Downtown Fremont/Grant Lincoln Park 9-foot 18-foot	\$366.00 Per Two Weeks \$366.00 Per Week \$308.00 Per Two Weeks  \$153.00 Per Week \$308.00 Per Week	\$406.00 Per Two Weeks \$406.00 Per Week \$336.00 Per Two Weeks  \$168.00 Per Week \$336.00 Per Week
Community Room (Grand Oak) (per hour) Resident Non-Resident Non-Profit Commercial	New	\$250.00 \$300.00 \$125.00 \$375.00
Los Altos Community Center Meeting Room (Sequoia) (per hour) Resident Non-Resident Non-Profit Commercial	New	\$100.00 \$125.00 \$50.00 \$150.00
Los Altos Community Center Multi-Purpose Rooms (Apricot, Manzanita, Birch, Sycamore, Maple, Courtyard only) (per hour) Resident Non-Resident Non-Profit Commercial	New	\$80.00 \$100.00 \$40.00 \$120.00
Los Altos Community Center Kitchen (per hour) Resident Non-Resident Non-Profit Commercial	New	\$50.00 \$75.00 \$25.00 \$100.00
Los Altos Community Center Lobby (per hour) Resident Non-Resident Non-Profit Commercial	New	\$100.00 \$125.00 \$50.00 \$150.00
Los Altos Community Center Courtyard (per hour) Resident Non-Resident Non-Profit Commercial	New	\$50.00 \$60.00 \$25.00 \$100.00



Los Altos Community Center Package (Sequoia/Manzanita/Lobby) (per hour)	New	
Resident		\$210.00
Non-Resident		\$255.00
Non-Profit		\$105.00
Commercial		\$240.00
Los Altos Community Center Package (Sequoia/Manzanita/Apricot) (per hour)	New	
Resident		\$200.00
Non-Resident		\$240.00
Non-Profit		\$100.00
Commercial		\$400.00
Los Altos Community Center Package (Sequoia/Manzanita/Buckeye/Madrone) (per hour)	New	
Resident		\$160.00
Non-Resident		\$195.00
Non-Profit		\$80.00
Commercial		\$320.00
Multi-Purpose Rooms (per hour)		
Resident	\$110.00	\$120.00
Non-Resident	\$138.00	\$150.00
Non-Profit Resident	\$54.00	\$60.00
Commercial	\$220.00	\$240.00
Classrooms (per hour)		
Resident	\$45.00	\$50.00
Non-Resident	\$56.00	\$60.00
Non-Profit Resident	\$39.00	\$40.00
Commercial	\$90.00	\$100.00
San Antonio Club (per hour)		
Resident	\$175.00	\$120.00
Non-Resident	\$219.00	\$150.00
Non-Profit Resident	\$75.00	\$60.00
Commercial	\$350.00	\$240.00
Tennis & Bocce Ball Courts (per hour)		
Resident	\$8.00	\$9.00
Non-Resident	N/A	N/A
Non-Profit Resident	\$6.00	\$7.00
Commercial	N/A	N/A
Athletic Fields (per hour)		
Resident	\$45.00	\$50.00
Non-Resident	\$56.00	\$60.00
Non-Profit Resident	\$25.00	\$25.00
Commercial	N/A	N/A
Gymnasiums Half (per hour)		
Resident	\$67.00	\$85.00
Non-Resident	\$84.00	\$110.00
Non-Profit Resident	\$37.00	\$45.00
Commercial	\$134.00	\$160.00
Gymnasiums Full (per hour)		

Resident	\$134.00	\$140.00
Non-Resident	\$168.00	\$180.00
Non-Profit Resident	\$74.00	\$80.00
Commercial	\$268.00	\$280.00
Community Plaza Half Day		
Resident	\$135.00	\$145.00
Non-Resident	\$169.00	\$180.00
Non-Profit Resident	\$44.00	\$55.00
Commercial	N/A	N/A
Community Plaza Full Day		
Resident	\$199.00	\$220.00
Non-Resident	\$249.00	\$275.00
Non-Profit Resident	\$79.00	\$90.00
Commercial	N/A	N/A
Patriot Corner Picnic Area Half Day		
Resident	\$135.00	\$150.00
Non-Resident	\$169.00	\$190.00
Non-Profit Resident	N/A	N/A
Commercial	\$270.00	\$300.00
Patriot Corner Picnic Area Full Day		
Resident	\$199.00	\$220.00
Non-Resident	\$249.00	\$275.00
Non-Profit Resident	N/A	N/A
Commercial	\$398.00	\$440.00
Grant Picnic Area Half Day		
Resident	\$80.00	\$90.00
Non-Resident	\$99.00	\$110.00
Non-Profit Resident	N/A	N/A
Commercial	\$160.00	\$180.00
Grant Picnic Area Full Day		
Resident	\$110.00	\$120.00
Non-Resident	\$130.00	\$145.00
Non-Profit Resident	N/A	N/A
Commercial	\$220.00	\$240.00
Classroom Deposit	\$250.00	\$250.00
Multi-Purpose Room Deposit	\$500.00	\$500.00
LACC Full Facility Deposit	N/A	\$1,000.00
Key Replacement	\$100.00	\$100.00

Miscellaneous	Adopted Fee for Service 18/19	Proposed Fee for Service 21/22
Business License Listing	\$15.00 Per Request	\$41.65 Per Request
Business License Duplicate	\$15.00 Per Request	\$10.25 Per Request
City Initiative Filing	\$200.00 Per Initiative, Refunded if Within One Year of Filing the Notice of Intent, the Elections Official Certifies the Sufficiency of the Petition	\$200.00 Per Initiative, Refunded if Within One Year of Filing the Notice of Intent, the Elections Official Certifies the Sufficiency of the Petition
Damage to City Property	Time/Material	Time/Material
Document Certification	\$25.00 Per Certification	\$25.00 Per Certification
Document Reproduction	\$0.25 Per Page	\$0.25 Per Page
Fair Political Practices Commission Related	\$0.10 Per Page	\$0.10 Per Page
DVD Copy	\$2.00 Per Disk	\$2.00 Per Disk
Non-Sufficient Funds Check Processing	\$40.00 Per NSF Check	\$40.00 Per NSF Check
Notary Fee	New	\$10.00
Tobacco Retailer License		
Initial	New	\$250.00
Annual	New	\$150.00

Fee	Current Fees from 2018	Recommended Fee (2019 fee + CPI)	Difference (Recommended-Current)	Average of Other Cities
<b>Building Division</b>				
<b>Building Permit</b>				
Valuation based on price per square foot of construction. Minimum valuation for new residential and commercial construction is \$165.00 per sq ft.				
Total Valuation				
\$1.00 - \$3,000.00	\$82.00	\$109.50	\$27.50	\$89.78
\$3,001.00 - \$25,000.00	\$82.00 for the first \$3,000.00 plus \$16.50 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00.	\$109.50 for the first \$3,000.00 plus \$22.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00.	\$27.50 for the first \$3,000.00 plus \$5.50 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00.	\$557.27
\$25,001.00 - \$50,000.00	\$450.00 for the first \$25,000.00 plus \$12.50 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00.	\$600.00 for the first \$25,000.00 plus \$16.50 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00.	\$150.00 for the first \$25,000.00 plus \$4.00 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00.	\$931.00
\$50,001.00 - \$100,000.00	\$750.00 for the first \$50,000.00 plus \$8.25 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00.	\$1,000.00 for the first \$50,000.00 plus \$11.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00.	\$250.00 for the first \$50,000.00 plus \$2.75 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00.	\$1,511.13
\$100,001.00 - \$500,000.00	\$1,170.00 for the first \$100,000.00 plus \$7.25 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00.	\$1,560.00 for the first \$100,000.00 plus \$9.50 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00.	\$390.00 for the first \$100,000.00 plus \$2.25 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00.	\$5,366.31
\$500,001.00 - \$1,000,000.00	\$3,845.00 for the first \$500,000.00 plus \$6.25 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00.	\$5,135.00 for the first \$500,000.00 plus \$8.25 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00.	\$1290.00 for the first \$500,000.00 plus \$2.00 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00.	\$9,682.70
\$1,000,001.00 and up	\$6,680.00 for the first \$1,000,000.00 plus \$4.25 for each additional \$1,000.00 or fraction thereof.	\$11,699.00 for the first \$1,000,000.00 plus \$7.75 for each additional \$1,000.00 or fraction thereof.	\$5019.00 for the first \$1,000,000.00 plus \$3.50 for each additional \$1,000.00 or fraction thereof.	\$32,789.46
<b>Electrical, Fire Department Inspection, Mechanical or Plumbing Permit</b>				
Total Valuation				
\$1.00 - \$3,000.00	\$82.00	\$109.50	\$27.50	
\$3,001.00 - \$25,000.00	\$82.00 for the first \$3,000.00 plus \$23.00 for each additional \$1,000.00 or fraction thereof, to and	\$109.50 plus \$30.50 for each additional \$1,000 or fraction thereof	\$27.50 for the first \$3,000.00 plus \$5.50 for each additional \$1,000.00 or fraction thereof	
\$25,001.00 - \$50,000.00	\$580.00 for the first \$25,000.00 plus \$16.50 for each additional \$1,000.00 or fraction thereof, to	\$775.00 plus \$22.00 for each additional \$1,000 or fraction thereof	\$195.00 for the first \$3,000.00 plus \$5.50 for each additional \$1,000.00 or fraction thereof, to and	
\$50,001.00 - \$100,000.00	\$995.00 for the first \$50,000.00 plus \$11.50 for each additional \$1,000.00 or fraction thereof, to	\$1,329.00 plus \$15.25 for each additional \$1,000 or fraction thereof	\$334.00 for the first \$3,000.00 plus \$3.75 for each additional \$1,000.00 or fraction thereof, to and	
\$100,001.00 and up	1.58% of the valuation	1.60% of valuation	0.02% of valuation	

Fee	Current Fees from 2018	Recommended Fee (2019 fee + CPI)	Difference (Recommended-Current)	Average of Other Cities
<b>Solar/Photovoltaic Permit</b>	California Government Code Section 66015 allows for fees of \$450 plus \$15 per kilowatt for each kilowatt above 15kW for residential rooftop solar energy systems; and \$1,000 plus \$7 per kilowatt for each kilowatt between 51kW and 250kW plus \$5 for every kilowatt above 250kW, for commercial rooftop solar energy systems.			
Residential	\$450.00	\$450.00 (maximum amount noted above)	No change	\$281.00
Commercial	\$1,000.00	\$1000.00 (maximum amount noted above)	No change	
<b>Building Plan Check</b>	65% of Building Permit Fee	65% of Building Permit Fee	No change	
<b>Fire Department Plan Check</b>	20% of Total Building Permit Fee (if applicable)	20% of Total Building Permit Fee (if applicable)	No change	
<b>Energy Plan Check (Title 24)</b>	25% of Total Building Permit Fee	25% of Total Building Permit Fee	No change	
<b>Blueprint for a Clean Bay</b>	\$10.00	\$10.25	\$0.25	
<b>Building Code Compliance Review</b>	\$525.00	\$526.00	\$1.00	
<b>Building Moving Permit</b>	Time/Material	\$665.00	Change from Time/Material to set amount	
<b>California Green Building Fund</b>	Assessed at the rate of \$4.00 per \$100,000 in valuation, with appropriate fractions thereof, but not less than \$1.00 per every \$25,000 in valuation	Assessed at the rate of \$4.00 per \$100,000 in valuation, with appropriate fractions thereof, but not less than \$1.00 per every \$25,000 in valuation	No change	
<b>Construction Tax*</b>	* Established per LAMC Chapter 3.24	* Established per LAMC Chapter 3.24	No change	
Residential	\$0.41 per Square Foot	\$0.41 per Square Foot	No change	
Commercial	\$0.68 per Square Foot	\$0.68 per Square Foot	No change	
<b>Demolition Permit</b>				
Single Family	\$300.00	\$470.25	\$170.25	\$316.00
Commercial/Multiple- Family	\$600.00	\$773.00	\$173.00	\$394.30
<b>Duplicate Permit Request</b>	\$55.00	\$86.50	\$31.50	
<b>Property Research</b>				
Residential	\$27.00 per Property	\$27.00 per Property	\$27.00 per Property	
Commercial	\$55.00 (minimum) per Property	\$55.00 (minimum) per Property	\$55.00 (minimum) per Property	
<b>Re-Inspection Request</b>	\$85.00	\$133.75	\$48.75	\$308.00
<b>Street Address Change</b>	\$600.00	\$522.50	(\$77.50)	\$190.00

Fee	Current Fees from 2018	Recommended Fee (2019 fee + CPI)	Difference (Recommended-Current)	Average of Other Cities
<b>Strong Motion and Seismic Hazard Mapping</b>				
Strong Motion Instrumentation & Seismic Hazard Mapping Fees – SMIP	Minimum Fee is \$0.50 for Any Valuation up to \$3,850.00	Valuation Amount x 0.00013 (Minimum Fee \$0.50)	Change in calculation	
(1-3 Story Residential)	(Valuation Amount x 0.00013 = Fee Amount)			
Strong Motion Instrumentation & Seismic Hazard Mapping Fees – SMIP	Minimum Fee is \$0.50 for Any Valuation up to \$1,786.00	Valuation Amount x 0.00028 (Minimum Fee \$0.50)	Change in calculation	
(Over 3-story residential & all commercial)	(Valuation Amount x 0.00028 = Fee Amount)			
<b>Technology Surcharge – Permit System Maintenance, Document Archiving Maintenance, Document Backfile Conversion</b>	8% of Building/Electrical/Mechanical/ Plumbing Permits	8% of Building/Electrical/Mechanical/ Plumbing Permits	No change	
<b>Temporary Certificate of Occupancy</b>	\$380.00	\$503.25	\$123.25	\$602.00
<b>Inspections outside of normal business hours (minimum charge -2hrs)</b>	Overtime Wage	\$385.75	Change in calculation	
<b>Stop Work Penalties</b>	2-4x all plan review and permit fees	2-4x all plan review and permit fees	No change	
<b>In House Review</b>	\$75.00 per hour	\$117.50	\$42.50	
<b>Consultant Review</b>	Consultant Cost	Consultant Cost	No change	
<b>Expired Permit Fees</b>	Based on original permit fees	Based on original permit fees	No change	
<b>Project Plan Duplication Requests</b>	Printing service charge	\$369.75	Change from calculation to flat fee	
<b>Certificate of Occupancy</b>	New	\$147.25	New Fee	
<b>Alternative Means and Methods Request</b>	New	\$365.75	New Fee	

**Planning Division**

<b>Annexation</b>	\$210.00 Deposit per Parcel, with a \$1,000.00 Minimum and Fully Allocated Hourly Staff Rates	\$522.50		
<b>Appeal</b>				
Within Notification Boundary	\$595.00	\$627.00	\$32.00	\$279.00
Outside Notification Boundary	\$1,785.00	\$1,201.75	(\$583.25)	\$279.00
<b>Application Extension</b>				
Single-Family	\$295.00	\$334.25	\$39.25	\$1,360.50
Commercial/Multiple-Family	\$595.00	\$627.00	\$32.00	\$980.67

Fee	Current Fees from 2018	Recommended Fee (2019 fee + CPI)	Difference (Recommended-Current)	Average of Other Cities
<b>Application Modification</b>				
Single-Family	\$595.00	\$627.00	\$32.00	
Commercial/Multiple-Family	\$1,785.00	\$1,881.00	\$96.00	\$3,465.00
<b>Certificate of Compliance</b>	\$1,785.00 + Time/Material	\$1,785.00 + Time/Material	No change	
<b>Conditional Use Permit</b>				
Business Use Only				
Planning Commission	\$1,785.00 + Time/Material	\$2,612.50	Change from calculation to flat fee	\$3,250.92
Business Use Only				
Planning Commission/City Council	\$2,975.00	\$4,180.00	\$1,205.00	
New Construction (>500 sq. ft.)				
PC & CC	\$5,350.00	\$5,225.00	(\$125.00)	\$19,390.50
Modification	\$890.00	\$1,483.75	\$593.75	\$3,465.00
Wireless Facility (Renewal/Mod) Staff Level	\$890.00	\$1,139.00	\$249.00	
<b>Design Review</b>				
Single-Family				
Administrative (<100 sq. ft.)	N/A	\$79.00	New fee	
Administrative (<500 sq. ft.)	\$295.00	\$295.00	No change	\$1,938.00
Administrative (>500 Sq. Ft.)	\$890.00	\$1,045.00	\$155.00	
Design Review Commission	\$1,785.00	\$2,090.00	\$305.00	\$3,008.00
Commercial/Multiple-Family				
Administrative (<500 Sq. Ft.)	\$890.00	\$1,384.50	\$494.50	\$433.00
PC & CC (>500 Sq. Ft.)	\$5,350.00	\$9,922.25	\$4,572.25	
PC Only	\$5,350.00	\$5,350.00	No change	\$4,161.00
<b>Architectural Peer Review</b>	New	\$3,657.50	New fee	
<b>Accessory Dwelling Unit Review</b>				
Over-the-counter (<500 Sq. Ft.)	\$595.00	\$156.75	(\$438.25)	\$1,340.00
Administrative (>500 Sq. Ft.)	\$595.00	\$522.50	(\$72.50)	
<b>Development Agreement Fee</b>	Time/Material (\$5,000.00 deposit)	\$5,225.00	Change from time/material to flat fee	\$6,931.00
<b>Environmental Initial Study</b>	\$1,785.00 + Time/Material	\$5,225.00	Change from time/material to flat fee	\$1,870.00
<b>Environmental Impact Report</b>	\$5,350.00 + Time/Material	\$10,450.00	Change from time/material to flat fee	
<b>Electric Vehicle Charging</b>	\$0.33 Per kWh	\$0.33 Per kWh	No change	\$1.50
<b>General Plan/Map Amendment</b>	\$5,350.00 + Time/Material	\$5,747.50	Change from time/material to flat fee	\$6,242.00
<b>Lot-Line Adjustment</b>	\$1,785.00 + Time/Material	\$1,785.00 + Time/Material	No change	
<b>Maps and Documents</b>				
Zoning Map	\$5.00	\$5.00	No change	\$51.00
Zoning Ordinance	\$15.00	\$15.00	No change	\$23.00
General Plan	\$15.00	\$15.00	No change	\$23.00
Specific Plans	\$5.00	\$5.00	No change	\$31.00

Fee	Current Fees from 2018	Recommended Fee (2019 fee + CPI)	Difference (Recommended-Current)	Average of Other Cities
<b>Park In-Lieu Fee*</b>	* Established per LAMC Chapter 13.24			
Single-Family Residential Unit	\$56,500.00	\$56,500.00	No change	
Multiple-Family Residential Unit	\$35,500.00	\$35,500.00	No change	
<b>Planned Unit Development</b>	\$5,350.00 + Time/Material	\$7,837.50	Change from time/material to flat fee	
<b>Planning Commission Study Session</b>	\$595.00	\$1,567.50	\$972.50	
<b>Preliminary Project Review</b>	\$295.00	\$1,149.50	\$854.50	\$1,071.00
<b>Public Notification – Single-Family</b>	\$26.00	\$52.25	\$26.25	
<b>Public Notification – All Other</b>	\$1.00 per mailed post card	\$1.00	No change	
<b>Public Sidewalk Display Permit (Dining tables/chairs)</b>	\$55.00	\$209.00	\$154.00	
<b>Public Sidewalk Display Permit (A-frames/Non-dining objects)</b>	\$55.00	\$26.00	(\$29.00)	
<b>Reversion to Acreage</b>	\$1,785.00 + Time/Material	\$1,785.00 + Time/Material	No change	
<b>Sign Review</b>				
Modification of Existing Sign	\$145.00	\$104.50	(\$40.50)	\$211.00
Sign Per a Sign Program	\$145.00	\$104.50	(\$40.50)	\$262.67
New Sign (no Sign Program)	\$295.00	\$209.00	(\$86.00)	\$262.67
Sign Program	\$595.00	\$836.00	\$241.00	\$2,170.50
<b>Single-Story Overlay Rezoning</b>				
Neighborhood Approval and Election	\$2,435.00	\$2,821.50	\$386.50	
Zoning Map Amendment	\$2,435.00	\$3,344.00	\$909.00	
<b>Tentative Subdivision Map Review</b>	\$5,350.00	\$5,225.00	(\$125.00)	
<b>Tentative Subdivision Map Extension/Modification</b>				
Administrative	\$1,785.00	\$1,785.00	No change	
PC/CC	\$1,785.00	\$2,873.75	\$1,088.75	
<b>Traffic Impact Fee*</b>	* Established per LAMC Chapter 3.48			
Single-Family Residential Unit	\$6,774.20 per new unit	\$6,774.20 per new unit	No change	
Multiple-Family Residential Unit	\$4,159.00 per new unit	\$4,159.00 per new unit	No change	
Senior Residential Unit	\$1,744.20 per new unit	\$1,744.20 per new unit	No change	
Commercial	\$12,408.73 per 1,000 sq. ft.	\$12,408.73 per 1,000 sq. ft.	No change	
Office	\$9,993.93 per 1,000 sq. ft.	\$9,993.93 per 1,000 sq. ft.	No change	
<b>Tree Removal</b>	\$55.00	\$78.25	\$23.25	\$248.33



Fee	Current Fees from 2018	Recommended Fee (2019 fee + CPI)	Difference (Recommended-Current)	Average of Other Cities
<b>Vacating Easement/Right-of-way</b>	Time/Material	\$5,225.00	Change from time/material to flat fee	
<b>Variance Review</b>				
Single-Family - Accessory Struct.	\$595.00	\$1,567.50	\$972.50	
Single-Family - Main Structure	\$1,785.00	\$2,090.00	\$305.00	\$522.00
Commercial/Multiple-Family PC Only	\$1,785.00	\$2,926.00	\$1,141.00	
Commercial/Multiple-Family PC & CC	\$5,350.00	\$4,180.00	(\$1,170.00)	
<b>Zoning Ordinance/Map Amendment</b>	\$5,350.00 + Time/Material	\$5,747.50	Change from time/material to flat fee	\$548.00
<b>Zoning Use Compliance</b>	\$110.00	\$73.00	(\$37.00)	
<b>Zoning Verification Letter</b>	\$295.00	\$522.50	\$227.50	\$329.50

**Police Department**

<b>Alarm Permit</b>	\$38.00 Per Permit	\$38.00 Per Permit	No change	\$75.00
Renewal	\$38.00 Per Permit	\$38.00 Per Permit	No change	\$41.00
Late Renewal/Unpermitted Alarm response	\$76.00	\$79.00	\$3.00	
<b>False Alarm Response</b>				
First Two Responses in a Permit Year	No Charge	No Charge	No change	
Third and Subsequent Responses	\$227.00 Per Response	\$227.00 Per Response	No change	
<b>Alcohol Permit</b>	\$72.00	\$104.50	\$32.50	
<b>DUI Accident Response</b>				
Police Response	\$1,225.00	\$1,201.75	(\$23.25)	
Fire Response	\$1,435.00	\$1,463.00	\$28.00	
Fatal accident	Fully Allocated Hourly Rate for All Emergency Personnel Responding, Not to Exceed \$12,000.00 Per Incident	Fully Allocated Hourly Rate for All Emergency Personnel Responding, Not to Exceed \$12,000.00 Per Incident	No change	
<b>Jail Booking Fees</b>	Actual County Cost	Actual County Cost	No change	
<b>Massage Establishment Permit</b>				
New	\$283.00	\$283.00	No change	\$1,370.00
Annual Renewal	\$67.00	\$78.25	\$11.25	\$1,296.00
<b>Massage Appeal Hearing</b>	\$2,030.00 per appeal, including one hour of City Attorney time	\$522.50	\$2,030.00 per appeal, including one hour of City Attorney time	
<b>Miscellaneous Police Permit</b>	\$283.00 Per Application	\$156.75	(\$126.25)	
<b>Parking Permit</b>				
Quarterly	\$12.00	\$40.00	\$28.00	

Fee	Current Fees from 2018	Recommended Fee (2019 fee + CPI)	Difference (Recommended-Current)	Average of Other Cities
Annual	\$37.00	\$100.00	\$63.00	
<b>Second Response Call-Back</b>				
Standard Response	\$602.00 Per Response After an Initial Warning	\$193.25	(\$408.75)	
Juvenile Alcohol Party Response	\$602.00	\$836.00	\$234.00	
<b>Secondhand Dealer/Pawn Shop Permit</b>				
New	\$252.00	\$271.50	\$19.50	\$482.00
Annual Renewal	\$88.00	\$156.75	\$68.75	\$294.00
<b>Solicitor Permit</b>	\$103.00 Per Application	\$156.75	\$53.75	\$265.54
<b>Special Event Permit Application</b>				
New	\$2,100.00	\$1,567.50	(\$532.50)	
On-going	\$900.00	\$1,045.00	\$145.00	
<b>Special Event Police Service</b>	Salaries/Benefits/Overhead at Overtime Rate	Actual Cost	No change	
<b>Vehicle Impound Release</b>	\$237.00 per vehicle	\$313.50	\$76.50	\$177.00
<b>Vehicle Repossession</b>	\$15.00 per vehicle	\$15.50	\$0.50	\$15.00
<b>Verification/Clearance Letter</b>	\$34.00 per letter	\$41.75	\$7.75	\$32.50
<b>Subpoena</b>	\$275.00	\$275.00	No change	\$275.00
<b>Subpoena Duces Tecum</b>	\$15.00	\$15.00	No change	
<b>Police Report Copies</b>	.20 per page and no charge for victims of crimes	.20 per page and no charge for victims of crimes	No change	\$13.00

### Engineering Department

<b>County Sewer Plan Check</b>	\$560.00 Per Plan	\$627.00	\$67.00	
<b>Encroachment Permit</b>				
Parking Stall	\$72.00 Per Permit Plus \$31.00 Per Stall Per Day	\$130.50	Change from calculation to flat fee	
Special	\$390.00 Per Permit Plus Actual outside Costs	\$444.00	Change from calculation to flat fee	\$572.50
Miscellaneous	\$196.00 Per Permit	\$261.25	\$65.25	\$1,385.00
<b>Final Subdivision Map Check</b>	\$1,155.00 Per Map Plus Actual outside Costs	\$1,222.50	\$67.50	\$6,077.00
<b>Flood Hazard Letter</b>	\$52.00 Per Letter	\$73.00	\$21.00	\$185.00
<b>Heavy Haul Permit</b>	\$605.00 Per Permit	\$637.25	\$32.25	
<b>Public Works Inspection</b>	6% of the Estimated Cost of Construction	6% of estimated cost of construction	No change	
<b>Lot-Line Adjustment</b>	\$520.00 Plus Actual outside Costs	\$574.75	\$54.75	
<b>Sewer Dye Test</b>	\$98.00 Per Test	\$151.50	\$53.50	
<b>Stormwater Management Plan Check</b>	\$365.00 Per Application	\$418.00	\$53.00	
<b>Temporary Lane Closure Permit</b>	\$505.00 Per Permit Plus \$62.00 Per Day After First Day	\$548.50	Change from calculation to flat fee	\$459.00
<b>Utility Street Cut Permit</b>	2% of Construction Cost (\$200.00 Minimum)	2% of Construction Cost (\$200.00 Minimum)	No change	
<b>Additional Inspection Visit (for existing permit)</b>	New	\$167.00	New fee	
<b>Sewer Permit (City)</b>	\$95.00	\$125.25	\$30.25	

Fee	Current Fees from 2018	Recommended Fee (2019 fee + CPI)	Difference (Recommended-Current)	Average of Other Cities
Sewer Permit (County)	\$190.00	\$235.00	\$45.00	
Sewer Tap-in	\$50.00	\$52.25	\$2.25	
Transportation Permit	\$25.00	\$26.00	\$1.00	

**Miscellaneous**

Business License Listing	\$15.00 Per Request	\$41.65	\$26.65	
Business License Duplicate	\$15.00 Per Request	\$10.25	(\$4.75)	
City Initiative Filing	\$200.00 Per Initiative, Refunded if Within One Year of Filing the Notice of Intent, the Elections Official Certifies the Sufficiency of the Petition	\$200.00	No change	
Damage to City Property	Time/Material	Time/Material	No change	
Document Certification	\$25.00 Per Certification	\$25.00 Per Certification	No change	\$11.00
Document Reproduction	\$0.25 Per Page	\$0.25	No change	
Fair Political Practices Commission Related	\$0.10 Per Page	\$0.10	No change	
DVD Copy	\$2.00 Per Disk	\$2.00	No change	\$32.99
Non-Sufficient Funds Check Processing	\$40.00 Per NSF Check	\$60.00	No change	\$29.84
Notary Fee	New	\$10.00	New Fee	\$15.00
Tobacco Retailer License Initial	New	\$250.00	New Fee	
Tobacco Retailer License Annual	New	\$150.00	New Fee	

## Fee Revenue

## ATTACHMENT 3

	2018 Actual	2019 Actual	2020 Actual
Engineering Fees	334,436	323,893	315,573
Zoning Verification Letter	560	590	1,475
Temp Cert of Occupancy-Commrc	3,662	760	0
<b>Building Permits</b>	<b>1,109,325</b>	<b>1,103,382</b>	<b>1,088,972</b>
Electrical Permits	298,709	342,466	368,695
Plumbing Permits	191,723	206,039	191,735
Mechanical Permits	189,233	206,455	186,300
Code Compliance	0	19,112	45,715
Research Fees	4,557	1,439	0
<b>Plan Checking</b>	<b>535,659</b>	<b>693,776</b>	<b>636,897</b>
Address Change	8,638	1,778	0
Fire Marshall Bldg Inspection	37,998	21,637	0
Fire Marshall Plan Check	88,002	(9,132)	115,506
Energy Plan Check	148,113	351,228	216,469
OTC Administrative	110,820	67,860	11,805
<b>Single Family Design Review</b>	<b>57,203</b>	<b>89,279</b>	<b>79,792</b>
ADU Review	2,300	20,765	22,910
Preliminary Project Design	855	590	885
App Ext/Mod	5,010	3,270	4,760
Comm/Multi Design	12,685	48,865	15,155
Zoning Use Compliance	14,064	11,666	12,760
Var Single Family	10,779	8,925	6,545
Var Comm Multi	0	0	7,135
Single Story Overlay Rezoning	5,190	0	0
Sign Review	3,820	2,915	2,940
Appeal W/I Notif Boundary	2,269	3,039	2,380
Environmental Assessment	40,019	167,521	9,000
Tentative Map	0	10,700	10,700
Cert-Compliance	0	1,785	1,785
Lot Line Adjustment	3,300	8,925	7,735
Map Ext Mod	17,300	16,050	0
Conditional Use Permit	24,800	30,915	6,240
Subdivision Tree Planting	1,500	1,000	0
Tree Removal Permit	12,044	12,519	10,560
Sidewalk Display Permit	570	55	55
Misc Planning Fees	1,738	2,228	2,364
Annexation	3,002	0	0
Cond Use Prmt Renewal/Mod	0	890	890
Tree Ord Violation	2,650	2,312	0
Tobacco License	0	0	0
Downtown Parking Permits	0	0	0
MSC Services	441	0	0
Alarm Permits	15,609	13,941	11,109
Alarm Fees	42,499	48,038	47,010
Clearance Letters	600	564	361
Alcohol Permit Letter	3,329	4,824	1,654
Citation Sign Offs	75	15	75
Special Events Svcs	23,218	24,347	25,606
Abandoned Vehicle Abatement	8,725	15,220	11,600
Misc Police Fees	(826)	1,657	(143)
Arrest/Tow Fees	0	1,896	137

## Fee Revenue

## ATTACHMENT 3

	2018 Actual	2019 Actual	2020 Actual
Massage Establishment Permit	615	283	2,264
Massage Permit	705	1,876	283
Animal Control Revenue	0	88,110	0
Witness Fees	0	1,432	0
Mobile Operators Permit	275	841	156
Special Events Application Fee	2,188	4,350	1,800
<b>Total</b>	<b>3,379,983</b>	<b>3,982,886</b>	<b>3,485,645</b>
<b>Highlighted Revenues</b>	<b>2,952,401</b>	<b>3,307,386</b>	<b>3,199,940</b>