



CITY COUNCIL AGENDA REPORT

Meeting Date: June 6, 2024

From: Carolina Yuen, Finance Director

Subject: Adoption of Resolution Amending the Master Fee Schedule

Adopted on June 29, 2023.

Community Goal/Result

Fiscally Prudent - Brisbane's fiscal vitality will reflect sound decisions which also speak to the values of the community

Purpose

To ensure the users of services as outlined in the City's Cost Recovery Policy pay for the services provided by the City.

Recommendation

Adopt attached Resolution, which generally increases fees by 2.5%.

Background

On May 30, 2002, City Council reviewed and approved target recovery percentages for the City's fee schedule. On June 10, 2002, during the presentation of the first reading of Ordinance 468, staff stated the City Council would have the opportunity to review and approve fees annually. Staff therefore presents the Master Fee Schedule each fiscal year.

The attached Resolution is the annual revision recommended by staff. The revision is allowed up to the inflation increase using the San Francisco – Oakland – Hayward, CA Consumer Price Index for All Urban Consumers (CPI-U) for All Items Less Energy for 12 months through the previous December.

In the previous fiscal year, the City increased rates generally by 4% and adjusted some rates after a thorough review to keep our fees in line with the cost of providing the service. This year's analysis and revision would allow up to an increase of 2.5% which was the inflation increase using the CPI-U through December 2023. Staff recommends we raise by the fully allowed rate of 2.5%, similar to last year, to keep up with increases in costs.

Fee increases go into effect 60 days after approval. Therefore, rates which are attached would go into effect on August 7, 2024.

Discussion

After seeking input from each department, the exception to the 2.5% increase was determined in some line items within Parks and Recreation, Finance, Planning and Public Works.

- Parks and Recreation: The Parks and Recreation Commission examined rates from various surrounding agencies to compare market rates for the various Park and Recreation fees. As a result of the review, the Commission recommended the following changes that are incorporated with the proposed FY25 Master Fee Schedule:
 - Facility Rentals increase: 6%
 - Community Park Rentals increases: 10% for residents; 25% for non-residents
 - Aquatics increases: 10% for residents; 25% for non-residents (except for Gold Party packages that are increased to \$350/\$500, respectively)
 - Youth Activities increases: 10% for residents; 25% for non-residents
 - Adult sports: adjusted to specific rates
- Finance: Rates related to Utility Billing penalties were kept flat since the water and sewer rates recently increased. Staff recommends revisiting during the Master Fee Study.
- Planning: Several rates tied to hourly wages had to be adjusted to correlate to cost recovery expected with July 2024 pay increases. Planning also updated their fees to align to the related process, and adjusted fees that no longer require public hearings to reduce to staff cost.
- Public Works: Several rates tied to hourly wages had to be adjusted to correlate to cost recovery expected with July 2024 pay increases.

Fiscal Impact

If all of the fees were adopted based on the current target recovery percentages, the City would see an increase of approximately \$36,000 based on the FY2024/25 proposed budget. The actual amount may differ based on the amount each individual service is used by our customers and residents.

Measure of Success

Users of City services pay for the appropriate portion of the cost of providing the service.

Attachments

Resolution Calling to Amend the Master Fee Schedule
Master Fee Schedule for FY 2024/25

Carolina Yuen

Carolina Yuen, Finance Director

Clay Holstine

Clay Holstine, City Manager

RESOLUTION NO. 2024-_____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BRISBANE
ADOPTING A MASTER FEE SCHEDULE**

WHEREAS, Section 3.32.010 of the Brisbane Municipal Code requires the City Council to establish, by resolution, a percentage of cost recovery for user fees and service charges collected by the City which was done by Resolution 2003-23; and

WHEREAS, on June 6, 2024, the City Council conducted a public hearing to consider the proposed cost recovery percentages and Master Fee Schedule, at which time any person interested in the matter was given an opportunity to be heard; and

WHEREAS, the City Council finds that:

The proposed user fees and service charges set forth on the Master Fee Schedule do not exceed the actual cost of providing the services to which they relate, as determined by the user fee study; and

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF
THE CITY OF BRISBANE AS FOLLOWS:**

1. The Master Fee Schedule attached hereto as Exhibit A is hereby approved and adopted.
2. The Master Fee Schedule adopted by this Resolution shall supersede all price schedules pertaining to the same subject matter, and all such prior schedules, regardless of the manner in which the same may have been established or adopted, are hereby repealed and declared to be of no further force or effect.
3. This Resolution shall become effective sixty (60) days following the date of this adoption and shall be applicable to all user fees and service charges described therein which are payable to the City from and after such effective date.

Terry O'Connell, Mayor

I hereby certify that the foregoing Resolution No. 2024-____ was duly and regularly adopted at a regular meeting of the Brisbane City Council on June 6, 2024 by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

Ingrid Padilla, City Clerk

CITY OF BRISBANE 2024/25 MASTER FEE SCHEDULE		Proposed 6/6/2024 To be effective 8/07/24	
Planning Fees	2023/24 Adopted Fee	2024/25 Proposed Fee	Basis
Full Cost Hourly Rates by Staff Position:			
Director	\$267	\$292	expressed for 100% cost recovery; applicable cost recovery on a permit for which a fee is charged on an hourly basis
Principal Planner	\$204	\$223	
Senior Planner	\$172	\$188	
Associate Planner	\$145	\$158	
Building Permit Technician	\$110	\$120	
Planning Technician	\$110	\$120	
Administrative Assistant	\$108	\$117	
Office Specialist	\$101	\$110	
Accessory Dwelling Unit Permit:			
P1 Accessory Dwelling Units	\$366	\$375	
Use Permits:			
P2 Conditional uses listed in District Regulations not listed below	\$1,238	\$1,376	
P3a Transfer of development rights within the R- BA district	\$3,068	\$3,145	
P3b Clustered development within the R-BA district	\$3,068	\$3,145	
P4 See P73 Exceptions to Fence Regulations-			Consolidated with Exceptions
-Residential Uses	\$1,077		
-Retaining Walls	\$1,077		
-All Other Uses	\$1,434		
P5 Height Limits per BMC 17.32.060.B Greenhouses on substandard lots	\$1,238	\$1,376	
P6 Horses in any district (with exceptions)	\$1,238	\$1,376	
P7 Public buildings, schools, parks, churches:			Consolidated with Use Permit
-New Construction	\$1,238	n/a	
-Use Only	\$1,238	n/a	
P8 Hospitals, etc:	\$1,238	n/a	Consolidated with Use Permit
P9 Philanthropic or charitable institutions			Consolidated with Use Permit
-New Construction	\$1,238	n/a	
-Use Only	\$1,238	n/a	
P10 Public utilities in all districts	\$1,654	n/a	Consolidated with Use Permit
P11 Temporary uses of not more than 45 days duration - all districts	\$1,295	n/a	Consolidated with Use Permit
P12 Condominiums, cooperatives, new construction and conversion	\$1,659	\$1,892	
P13 Non conforming parking			
- in R and NCRO districts	\$1,385	\$1,376	
- in other districts	\$1,846	\$1,892	
P13a Use Permit to Expand Nonconforming Residential Uses	\$1,385	\$1,376	
Home Occupation Permits:			
P14 Home occupations in residential districts	\$44	\$45	
Design Permits			
P15a Design Permit for new construction: residential	\$2,038	\$2,089	
P15b Design Permit for new construction: non-residential or mixed use	\$3,404	\$3,489	

Planning Fees, cont.		2023/24 Adopted Fee	2024/25 Proposed Fee	Basis
P16	Design Permit for remodeling existing structures	\$1,903	\$2,089	
P16a	Design Permit Extension	\$1,571	\$1,610	
Variances:				
P17	Variance to code provisions for new construction to all structures	\$1,537	\$1,575	
P18	Variance to code provisions for remodel of existing structures			
	- residential structures	\$1,151	\$1,180	
	- other structures	\$1,537	\$1,575	
Sign Permits:				
P19	Sign permits in all districts			
	- with Hearing	\$898	\$920	
	- without Hearing	\$378	\$387	
P20	Sign Programs	\$1,040	\$1,066	Includes P19 Sign Permit fee
Planned Development Permits:				
P21	Planned Development Permit		\$5,000 deposit	deposit required
Development Agreements:				
P22	Development Agreement		\$5,000 deposit	deposit required
Specific Plans:				
P23	Specific Plan		\$5,000 deposit	deposit required
Exceptions to the Code:				
P25a	See P5 Height limits per BMC 17.32.060.B	\$1,531	n/a	
P25b	Height limits per BMC 17.32.060.C	\$1,531	n/a	
	- residential structures	\$691	\$648	
	- other structures	\$922	\$648	
P60	Accessibility Improvement Permits	\$236	n/a	
P61aPC	Setback Exception Modification - residential properties	\$890	\$648	
P61aZA	Setback Exception Modification - residential properties	\$693	\$648	
P61bPC	Setback Exception Modification - all other properties	\$1,186	\$648	
P61bZA	Setback Exception Modification - all other properties	\$922	\$648	
Minor Modifications:				
P26	Minor Modifications per BMC 17.56.090	\$609	\$648	
Grading Permits:				
P27	Grading Permit Review by Planning Commission	\$1,728	\$1,771	
Amendments:				
P28	General Plan Map	\$1,958	\$2,007	
P29	General Plan Text	\$1,958	\$2,007	
P30	Zoning Map	\$1,958	\$2,007	
P30a	Housing Development Permit SEE BELOW	\$2,563		see below
P31	Zoning Ordinance Text	\$1,941	\$1,990	
Subdivisions:				
P32	Tentative Subdivision Map and Condominium Plans with 5 or more lots/units	\$3,391	\$3,476	Plus \$275 per lot

Planning Fees, cont.		2023/24 Adopted Fee	2024/25 Proposed Fee	Basis
P34	Tentative Parcel Map and Condominium Plans with 4 or less lots/ units	\$3,391	\$3,476	
P35a	Final Parcel Map		\$529	Plus refer to PW11 (Public Works)
P35b	Final Subdivision Map		\$705	Plus refer to PW14 (Public Works)
P36	Time Extension for Approved Tentative Map	\$1,627	\$1,620	
P37	Amendment to Approved Tentative Map or Ministerial Parcel Map	\$1,532	\$1,620	
P38	Correction/ Amendment to Final Map	\$460	\$447	
P40	Modifications to Subdivision Provisions	\$1,687	\$1,729	
P41	Vesting Tentative Subdivision Map	\$6,791	\$6,961	Plus \$275 per lot
P42a	Certificate of Compliance per GC 66499.35(a) and (b)	\$1,181	\$1,157	
P42b	Certificate of Compliance per GC 66499.35 (c)	\$424	\$447	
P43	Lot Line Adjustment	\$1,129	\$1,157	
P43a	Parcel Map Waivers	\$1,129	\$1,157	
P44	Reversions to Acreage	\$1,029	\$1,157	
P45	Lot Merger	\$424	\$447	
Appeals:				
P46	Tie-vote at Planning Commission	\$0	\$0	
P47	All other appeals	\$443	\$454	
Environmental Review:				
P48	Categorical Exemption			
P49	Initial Study/Negative Declaration (fee includes those cases in which a Determination of HCP Compliance by the Planning Commission is needed, where no other Planning Permit is required.)	\$3,001	\$3,076	reimbursement for peer review may be required
P50	Environmental Impact Reports	consult. cost +10%	consult. cost +10%	deposit required
P51	Mitigation Monitoring-Inspections etc.	hourly	hourly	
Other Services:				
P52	Pre-application Review		hourly	Consolidated
	-single family dwelling on lot of record		hourly	
	-all other applications		hourly	
P53	Administrative review subsequent documents from Con. of Appr.		hourly	
P54	Parking lot redesign/landscape plan review (per BMC section 15.70.030)	\$675	\$692	
P55	Research record search	hourly	hourly	
P56	Technical report review	consult. cost +10%	consult. cost +10%	
P57	Zoning enforcement penalty	10x orig fee	10x orig fee	
P59	Archiving of records	hourly	hourly	
P62a	Concept review (greater 20,000 sq. feet commercial or 10 units or more of residential)	hourly	hourly	
P62b	Concept review (less than 20,000 sq. feet or less than 10 residential units)	hourly	hourly	
P63	Telecommunications Administrative Permit	\$1,239	\$1,270	
P64	Alcohol Public Convenience Necessity (PCN)	\$460	\$648	
P65	Tree Removal Permit	\$387	\$397	
P66	Administrative Appeal (to City Manager)	\$111	\$114	
P67	Address Assignment	\$128	\$131	
P68	Construction Noise Exception Permit per BMC 8.28.080	\$765	\$784	
P69	Outdoor Sound Amplification Request	\$223	\$229	
P70	Short Term Rental Permit	\$360	\$369	
P71	C.3 Stormwater Review/Inspection	consult. cost + \$186	consult. cost + \$191	
P30a	Housing Development Permit	\$2,563	\$2,627	
P72	Plan Lines		\$3,476	[New]

Planning Fees		2023/24 Adopted Fee	2024/25 Proposed Fee	Basis
P73	Lighting Division		\$648	[New]
P74	Consultant Management Fee		10% of consultant fee	[New]

Parks and Recreation Fees	2023/24 Adopted Fee	2024/25 Proposed Fee	Basis
Facility Rentals:			
Alcohol Surcharge Fee (rental with 100 or more persons)	\$100	\$106	per event for any rental facility
Athletic Fields			
Lights	\$29	\$31	per hour
Non Profit Closed to Public			
- Brisbane Non Profit	\$18	\$19	per hour
- Non Brisbane Non Profit	\$29	\$31	per hour
Residential	\$46	\$49	per hour
Non-Residential	\$80	\$85	per hour
Game Preparation	\$29	\$31	per game
Mission Blue Center			
Residential			
1 Room - Weekday	\$181	\$192	per hour
Entire Facility - Weekday	\$280	\$297	per hour
1 Room - Weekend	\$226	\$239	per hour
Entire Facility - Weekend	\$350	\$371	per hour
Non-Residential			
1 Room - Weekday	\$276	\$292	per hour
Entire Facility - Weekday	\$408	\$432	per hour
1 Room - Weekend	\$337	\$357	per hour
Entire Facility - Weekend	\$516	\$547	per hour
Refundable Deposit	\$500	\$530	
Community Center Rental: Resident	\$85	\$90	per hour
Community Center Rental: Non-Resident	\$104	\$110	per hour
Refundable Deposit	\$200	\$212	
Volleyball Courts: Resident	\$28	\$30	per hour
Volleyball Courts: Non-Resident	\$33	\$35	per hour
Community Park Rentals:			
Area 1, 2 and 3 (4 tables): Resident	\$104	\$114	per day
Area 1, 2 and 3 (4 tables): Non-Resident	\$208	\$260	per day
Refundable Deposit	\$50	\$50	
Lawn Area: Resident under 50 people	\$47	\$51	per day (previously per hour with 3 hour minimum)
Lawn Area: Resident under 100 people	\$125	\$137	per day (previously per hour with 3 hour minimum)
Lawn Area: Resident over 100 people	\$234	\$257	per day (previously per hour with 3 hour minimum)
Lawn Area: Non-Resident under 50 people	\$94	\$117	per day (previously per hour with 3 hour minimum)
Lawn Area: Non-Resident under 100 people	\$250	\$312	per day (previously per hour with 3 hour minimum)
Lawn Area: Non-Resident over 100 people	\$468	\$585	per day (previously per hour with 3 hour minimum)
Gazebo Area: Resident	\$73	\$80	per hour
Gazebo Area: Non-Resident	\$94	\$118	per hour
Refundable Deposit	\$200	\$200	

Parks and Recreation Fees, cont.	2023/24 Adopted Fee	2024/25 Proposed Fee	Basis
Aquatics:			
Daily Admission: Adult Resident	\$6	\$7	per person
Daily Admission: Adult Non-Resident	\$9	\$11	per person
Daily Admission: Adult Non-Resident Summer	\$11	\$14	per person
Monthly Pass: Adult Resident	\$60	\$66	per pass
Monthly Pass: Adult Non-Resident	\$90	\$113	per pass
Daily Admission: Youth/Senior Resident	\$4	\$5	per person
Daily Admission: Youth/Senior Non-Res.	\$6	\$8	per person
Monthly Pass: Senior Resident	\$40	\$44	per pass
Monthly Pass: Senior Non-Resident	\$60	\$75	per pass
Swim Lessons (8): Resident	\$80	\$88	per lesson package / \$11 per class
Swim Lessons (8): Non-Resident	\$96	\$120	per lesson package / \$15 per class
Semi-Private Swim Lessons (4): Resident	\$116	\$128	per lesson package
Semi-Private Swim Lessons (4): Non Resident	\$148	\$185	per lesson package
Private Swim Lesson (4): Resident	\$162	\$178	per lesson package
Private Swim Lesson (4): Non-Resident	\$206	\$258	per lesson package
Private Rentals: Resident (silver)	\$155	\$171	per party package
Private Rentals: Resident (gold)	\$314	\$350	per party package
Private Rentals: Non-Resident (silver)	\$198	\$248	per party package
Private Rentals: Non-Resident (gold)	\$398	\$500	per party package
Lifeguard Certification Class	\$216	\$238	per person, per session
Piranha Swim Club: Resident	\$5	\$6	per person, per class
Piranha Swim Club: Non-Resident	\$7	\$9	per person, per class
Youth Activities:			
Club Rec Monthly	\$1,783	\$1,961	per person, per 10 months
Club Rec Monthly: Non-Resident	\$2,181	\$2,726	per person, per 10 months
Daily Camp Fee	\$39	\$43	per person, per day
Daily Camp Fee: Non-Resident	\$48	\$60	per person, per day
Preschool:Resident	\$6	\$7	per person, per hour
Preschool:Non-Resident	\$8	\$9	per person, per hour
Club Rec: Enrichment Clubs	\$5 - \$50	\$5 - \$70	per person, per activity
Youth Classes	Based on cost of class	Based on cost of class	per person, per activity
Youth Sports	\$78	\$86	per person, per season
Processing Fee	Based on cost of class	Based on cost of class	Per class session or sports
Late Pick-up Fee		\$1	Per minute [NEW]
Administrative			
Transaction Fee - Drop in Class	\$1	\$1	Per class for drop in only
Transaction Fee - For classes under \$100	\$10	\$10	Per class session or sport
Transaction Fee - For Classes \$100 and over	\$22	\$22	Per class session or sport

Parks and Recreation Fees, cont.	2023/24 Adopted Fee	2024/25 Proposed Fee	Basis
Adult Sports: Adult Softball Adult Open Gym	\$831 \$4	\$1,000 \$5	per team, per season per person, per class
Teens: Teen Programs Middle School Dances	\$10 - \$100 \$5	\$10 - \$100 \$5 - \$20	per person, per activity per person, per activity
Seniors Senior Programs	\$5 - \$200	\$5 - \$200	per person, per activity
Special Events: Derby Kit Pop-Up Events Day in the Park - Event Tickets Community Night with the Giants Tickets Concerts in the Park - Sponsorships Parents Night Out Events LUNAFEST - Event Tickets LUNAFEST - Sponsorships	\$29 \$5 - \$100 \$1 \$20 \$100 - \$2,500 \$25 \$20 - \$100 \$100 - \$5,000	\$40 \$5 - \$100 \$1 \$25 \$100 - \$2,500 \$25 - \$50 \$20 - \$100 \$100 - \$5,000	per derby kit per person, per activity per ticket per ticket per sponsorship per person, per activity per ticket per sponsorship

Finance Fees		2023/24 Adopted Fee	2024/25 Proposed Fee	Basis
F1	Deposit for Water and Service: Single/Commercial (\$20 non-refundable)			refundable deposit continues as
F1	Deposit for Water and Service: Duplex (\$20 non-refundable)			current; \$20 non-refundable fee
F2	Deposit after 2nd Disconnection			
F3	Penalty for delinquent payment (5 days prior to shut off)	\$5	\$5	max of fee or 5% of balance
F5	24 hour notice (tagging) - (within 24 month period): 10th	\$54	\$54	
F6	Water Turn On - After payment of delinquent account: 8a-4p	\$55	\$55	
F6	Water Turn On - After payment of delinquent account: after 4p	\$139	\$139	
F6a	Water Turn On - After 3rd notice for backflow recertification	\$307	\$307	
F7	Copy of Annual Budget	\$85	\$88	
F8	Annual Financial Report	\$19	\$20	
F9	Returned Check Charge (All Departments)	\$64	\$65	

City Clerk Fees		2023/24 Adopted Fee	2024/25 Proposed Fee	Basis
C1	Agenda Packet Subscription: Regular	\$0	\$0	
C1	Agenda Only: Regular (no packet, SASE from subscriber)	\$0	\$0	
C1	Agenda by Email	\$0	\$0	
C1	Agenda Subscription: Seniors/Students	\$0	\$0	
C4	Copy of Election Documents	\$0	\$0	
C5	Copy of Municipal Code Book	\$0	\$0	
C6	Document Certification	\$2	\$2	in addition to per page fee
C7	Annual Minutes Subscription: Regular Mail	\$158	\$162	
C7	Minutes Subscription: Email	\$0	\$0	
C8	Photocopying	\$0.35	\$0.35	per page; no labor time allowed
C10	Tapes of Meetings (per tape)	\$19	\$19	
C11	Transcription of Minutes	\$6	\$6	in addition to \$50/hr contract
C12	Campaign Statements			\$0.10 per page max by law
C13	General Research (per hour) - City Clerk			cannot charge for labor time
C13	General Research (per hour) - Deputy City Clerk			cannot charge for labor time

Police Fees		2023/24 Adopted Fee	2024/25 Proposed Fee	Basis
PO1	Copies of Reports	\$0	\$0	
PO2	Alarm System Permits	\$0	\$0	
PO3	Bicycle Registration	\$0	\$0	
PO4	Booking Fee	\$0	\$0	Not charged to book suspects
PO5	Clearance & Good Conduct Letters: Resident	\$6	\$6	
PO5	Clearance & Good Conduct Letters: Non-Resident	\$38	\$39	
PO6	Subpoena Dues / Tecum Processing (per hour)	\$38	\$39	
PO7	Concealed Weapons Permit Process	\$73	\$75	
PO8	Concealed Weapons Renewal Fee	\$0	\$0	
PO9	Copies of Tape Recordings	\$36	\$37	plus actual cost
PO10	Court Appearance All Personnel	As per State law	As per State law	\$275 deposit per day
PO14	False Alarms - Structure	\$0	\$0	
PO15	Fingerprinting Resident: Adult	\$35	\$36	
PO15	Fingerprinting Resident: Minor	\$0	\$0	
PO16	Fingerprinting Non-Resident	\$109	\$112	
PO17	Massage Certificate of Registration	\$132	\$135	
PO18	Massage Certificate of Registration Early Renewal	\$34	\$35	
PO19	Special Event Permit (per hour)	\$0	\$0	
PO20	Photograph Copies (plus actual costs)	\$100	\$103	
PO21	Photograph Enlargements (plus actual costs)	\$100	\$103	
PO22	Private Patrol Permit Fee	\$0	\$0	
PO23	Repeat Nuisance Call (per hour)	\$0	\$0	
PO24	Vehicle Releases / Enforcement	\$61	\$63	
PO25	Vehicle Releases / Abandonment	\$61	\$63	
PO26	Film Crew	\$607	\$622	
PO27	Reposessed Vehicle Release	\$15	\$15	Capped by State Law

Fire Fees "A" designates an Annual Permit; "EO" an Each Occurrence Permit; "A/EO" both		2023/24 Adopted Fee	2024/25 Proposed Fee	Basis
FD1	Aerosol Products	\$274	\$281	A
FD4	Asbestos/Lead Coating Removal	\$420	\$431	
FD5	Automobile Wrecking Yard	\$283	\$290	A
FD6	Apartment House (incl. condos & congregate res.)			
	3 units to 10 units	\$283	\$290	A
	11 units to 20 units	\$356	\$365	A
	Greater than 20 units	\$356	\$365	A, plus \$1.30 per unit over 20
FD7	Battery system	\$140	\$144	A
FD8	Candles or Open Flames in Assembly Areas (may combine with assembly	\$140	\$144	A/EO
FD9	Carnivals or Fairs	\$420	\$431	EO
FD11	Cellulose Nitrate Storage	\$352	\$361	A
FD12	Combustible Fiber Storage	\$283	\$290	A
FD13	Combustible Material Storage	\$283	\$290	A
FD14	Compressed Gases (in excess of the amts. listed in CFC, Table 105-A)	\$283	\$290	A
FD15	Commercial Rubbish Handling Plant	\$410	\$420	A
FD16	Cryogen's (in excess of the amounts listed in CFC, Table 105-B)	\$420	\$431	A
FD17	Dry Cleaning Plants	\$283	\$290	A
FD18	Dust Producing Operations	\$283	\$290	A/EO
FD19	Explosives or Blasting Agents	\$420	\$431	EO
FD21	Fireworks Display (fees for standby Fire staff, when req'd, are add'l)	\$420	\$431	EO
FD22	Flammable or Combustible Liquid Pipeline	\$420	\$431	A
FD23	To Store, Handle or Use Flam/Combust. Liquids	\$210	\$215	A
FD24	Flammable or Combustible Liquids in Tanks, vessels > 60 gal. capacity); largest To 10,000 gallons tank size:	\$420	\$431	A
	1 tank	\$408	\$418	A
	2-3 tanks	\$408	\$418	A, plus \$125.00 per tank over the first
	3 + tanks	\$544	\$558	A, plus \$290.00 per tank over the first
	Over 10,000 to 100,000 gallons tank size:			
	1 tank	\$614	\$629	A
	2-3 tanks	\$614	\$629	A, plus \$290.00 per tank over the first
	3+ tanks	\$814	\$834	A, plus \$290.00 per tank over the first
	Over 100,000 gallons tank size:			
	1 tank	\$1,225	\$1,256	A
	2-3 tanks	\$1,225	\$1,256	A, plus \$312.00 per tank over the first
	3+ tanks	\$1,225	\$1,256	A, plus \$312.00 per tank over the first
FD26	Tank Vehicles	\$210	\$215	A
FD27	Install, Alter, Remove, Abandon, Place Temporarily Any	\$564	\$578	EO
FD30	Fumigation or Thermal Insecticidal Fogging:	\$210	\$215	
FD 31	Hazardous Materials (to store, disperse, handle amounts in excess of the quantities listed in CFC table 105.620) (for cryogenes, compressed gasses, flammable or comubustible liquids, and liquified petroleum gases, see respective permit categories elsewhere in this fee schedule)			refer to Hazardous material table HM-1 below
FD32	High-Piled Combustible Storage	\$420	\$431	A
FD33	High-Rise Building Annual Inspection	\$420	\$431	A
FD34	Hot work operations:	\$211	\$216	A
FD35	Hotels, Motels and Lodging Houses	\$283	\$290	A

Fire Fees, cont.		2023/24 Adopted Fee	2024/25 Proposed Fee	Basis
<small>"A" designates an Annual Permit; "EO" an Each Occurrence Permit; "A/EO" both</small>				
FD36	Liquefied Petroleum Gases (except portable containers <125 gal. cap.)	\$283	\$290	A
FD37	Liquid/Gas-Fueled Vehicles or Equipment in Assembly Buildings	\$211	\$216	EO
FD38	Lumber Yards (over 100,000 board feet)	\$283	\$290	A
FD39	Magnesium Working	\$211	\$216	A
FD40	Mall, Covered	\$420	\$431	A
FD41	Motor vehicle fuel dispensing stations:	\$420	\$431	A
FD42	Occupant Load Increase	\$283	\$290	EO
FD43	Open Burning	\$283	\$290	EO
FD45	Ovens, Industrial Baking or Drying	\$283	\$290	A
FD47	Places of Assembly (churches, schools, NPOs permitted at no fee)	\$34	\$35	A
	A-1, A-2, A-2.1	\$333	\$341	A
	A-3, A-4	\$272	\$279	A
	Special Assembly events	\$272	\$279	EO
FD48	Pyrotechnic Special Effects Material (fees for standby Fire staff, when required,	\$416	\$426	EO
FD50	Refrigeration Equipment	\$211	\$216	A
FD51	Repair Garage	\$283	\$290	A
FD52	Spraying or Dipping	\$283	\$290	A
FD53	Temporary membrane structures, tents, and canopies	\$283	\$290	EO
FD54	Tire Storage	\$283	\$290	A
FD55	Wood Products (over 200 cu. ft.)	\$283	\$290	A
Construction Fire Permit Fees:				
Automatic Sprinkler System Permit (installation of suspended piping larger than				
FD56	For other than 1 and 2 family dwellings:			
	- New (per sq. ft.)	\$0.25	\$0.26	per square foot; \$330 minimum fee
	- Alteration (per sq. ft. of protected area,)	\$0.25	\$0.26	per square foot; \$206 minimum fee
FD57	One and Two-family dwellings:			
	- New (per sq. ft.)	\$0.25	\$0.26	per square foot; \$218 minimum fee
	- Alteration (per sq. ft. of protected area)	\$0.25	\$0.26	per square foot; \$136 minimum fee
FD 58	Fixed Extinguishing System Permit: New and Upgrade Installations	\$448	\$459	This includes one on site inspection
FD 59	Fire Plan Check and resubmittal			\$150 initial and each resubmittal
FD60	Fire Alarm Permit:	\$222	\$228	per 3,000 sq. ft.
FD61	Construction, Alteration & Renovation Permit			
	- Construction alteration	\$193	\$198	per 3,000 sq. ft.
FD62	Gas Piping System Installation Permit	\$352	\$361	
FD63	Underground Fire Protection Piping Permit	\$467	\$479	

Fire Fees, cont.

"A" designates an Annual Permit; "EO" an Each Occurrence Permit; "A/EO" both

		2023/24 Adopted Fee	2024/25 Proposed Fee	Basis
Miscellaneous Fees:				
FD64	Consultant Service Fee (actual cost plus admin fee)	\$56	\$57	per hour in addition to cost
FD67	Document Review (per hour)	\$140	\$144	per hour
FD68	Copy of Fire Report	\$21	\$22	
FD69	False Alarm in Excess of 3 per Calendar Year (accidental or equipment)	\$176	\$180	
FD70	Fire Hazard Abatement performed by City or City Contractor (including, but not limited to, combustible or flammable vegetation removal)			Abatement cost plus administrative fee
FD71	Hydrant Flow Test	\$627	\$643	
FD72	New Business Fire Inspection	\$213	\$218	
FD73	Other Services (per half hour and portion thereof)	\$70	\$72	per half-hour
FD74	Re-Inspection Fee (for each following second re-inspection)	\$144	\$148	
FD75	Standby Engine Company	\$361	\$370	for 1st hour; \$108 ea. add'l. 1/2 hr.
FD76	Standby Firefighter (1 hour minimum)	\$116	\$119	per hour
FD77	Work Performed after Normal Working Hours (Callback is a 3-hr min)	\$211	\$216	per hour
HM-1	Hazardous Materials Table Schedule:			
	Range Solids (pounds)			
	1 0 to 500	\$398	\$408	A
	2 >500 to 5,000	\$557	\$571	A
	3 >5,000 to 25,000	\$746	\$765	A
	4 >25,000 to 50,000	\$1,087	\$1,114	A
	5 >50,000 to 80,000	\$1,574	\$1,613	A
	6 >80,000 to 120,000	\$2,277	\$2,334	A
	7 >120,000	\$2,963	\$3,037	A
	Range Liquids (gallons)			
	1 0 to 55	\$398	\$408	A
	2 >55 to 550	\$557	\$571	A
	3 >550 to 2,750	\$745	\$764	A
	4 >2,750 to 5,500	\$1,087	\$1,114	A
	5 >5,500 to 10,000	\$1,574	\$1,613	A
	6 >10,000 to 15,000	\$2,277	\$2,334	A
	7 >15,000	\$2,963	\$3,037	A
	Range Gas (cubic feet)			
	1 0 to 200	\$308	\$316	A
	2 >200 to 2,000	\$557	\$571	A
	3 >2,000 to 10,000	\$745	\$764	A
	4 >10,000 to 20,000	\$1,087	\$1,114	A
	5 >20,000 to 40,000	\$1,574	\$1,613	A
	6 >40,000 to 60,000	\$2,277	\$2,334	A
	7 >60,000	\$2,963	\$3,037	A

Public Works Fees		2023/24 Adopted Fee	2024/25 Proposed Fee	Basis
"F/A" designates the need for a Force Account				
PW 1	Grading Permit Plan Check			
	- 6-50 cub. yds.	\$112	\$115	
	- 51-100 cub. yds.	\$112	\$115	
	- 101-1,000 cub. yds.	\$452	\$463	
	- 1,001-10,000 cub. yds.	\$906	\$929	
	- 10,001-100,000 cub. yds.	\$4,871	\$4,993	
	- 100,001-200,000 cub. yds.	\$8,120	\$8,323	
	- 200,000 or more cub. yds.	\$16,244	\$16,650	
PW 1a	Geotechnical Peer Review			Force Account minimum \$5,000
PW 2	Grading Permit - Inspection:			
	- 0-5 cub. yds. (no permit required)			
	- 6-50 cub. yds.	\$449	\$460	
	- 51-100 cub. yds.	\$900	\$923	
	- 101-1,000 cub. yds.	\$16,125	\$16,528	or create a Force Account and billed on actual time
	- 1,001-10,000 cub. yds.	\$24,194	\$24,799	or create a Force Account and billed on actual time
	- 10,001-100,000 cub. yds.			actual cost w/ F/A min \$10,000
	- 100,000 - 200,000 cub. yds.			actual cost w/ F/A min \$10,000
	- 200,000 + cub. yds.			actual cost w/ F/A min \$10,000
PW 2a	Grading Permit - SWPPP Compliance			
	Single Parcel (assessed every 2 reviews)	\$158	\$162	plus actual cost insp w/F/A min \$591
	Subdivision subject to Map Act Provisions (assessed every 2 reviews)	\$635	\$651	plus actual cost insp w/F/A = actual cost of erosion control plan
	Development subject to C.3 Provisions (assessed every 2 reviews)	\$1,274	\$1,306	plus actual cost insp w/F/A = actual cost of erosion control plan
PW 3	Blasting Permit	\$906	\$929	
PW 4	Special Permit (after hours work), plus actual cost of inspection/work	\$227	\$233	F/A min \$500 for Inspection
PW 5	Grading Permit (paving), plus actual cost of inspection/work	\$227	\$233	F/A min \$500 for Inspection
PW 6	Grading Permit (drainage alteration), plus actual cost of inspect/work	\$227	\$233	F/A min \$500 for Inspection
PW 7	Truck Haul Permit	\$112	\$115	
PW 7a	Truck Haul Impact Fee (per cubic yard, \$90 minimum fee)	\$0.59	\$0.60	
PW 7b	Late Fee related to Truck Haul Permits	1%	1%	per month on outstanding of more than 60 days
PW 8	Encroachment Permit (hourly inspect. cost)	\$112	\$115	plus actual cost insp w/F/A min \$500
PW 9	Site Work Permit - Engineering Review (assessed every 2 reviews)	\$450	\$461	
PW 9a	Site Work Permit - Retaining Wall Design			Force Account minimum \$5,000
PW 9b	Site Work Permit - Fast Track Review (each occurrence)	\$431	\$442	
PW 10	Tentative Parcel Map Review	\$614	\$629	
PW 11	Final Parcel Map Review	\$614	\$629	plus actual cost LS reviw (requires \$1,500 F/A min)

Public Works Fees, cont. "F/A" designates the need for a Force Account		2023/24 Adopted Fee	2024/25 Proposed Fee	Basis
PW 12	Water Installation - Inspection and Meter			
	- 5/8" meter	\$507	\$551	2 Hours PW Inspector time plus cost of meter
	- 3/4" meter	\$525	\$569	2 Hours PW Inspector time plus cost of meter
	- 1" meter	\$563	\$607	2 Hours PW Inspector time plus cost of meter
	- 1.5" Meter	\$917	\$961	2 Hours PW Inspector time plus cost of meter
	- 2" meter	\$1,434	\$1,522	4 Hours PW Inspector time plus cost of meter
	- 3" meter	\$2,575	\$2,663	4 Hours PW Inspector time plus cost of meter
	- 4" meter	\$3,004	\$3,092	4 Hours PW Inspector time plus cost of meter
PW 13	Sanitary Sewer Lateral Installation - Inspection			
	Single Family Unit	\$309	\$353	2 Hours PW Inspector time
	Multiple Unit Dwelling	\$618	\$706	4 Hours PW Inspector time
	Commercial, Industrial, Public & Other Uses	\$618	\$706	4 Hours PW Inspector time
PW 14	Final Subdivision Map	\$7,830	\$8,026	Plus \$500 per lot
PW 15	Fire Hydrant Flow Test	\$755	\$755	Cost of hydrant
PW 16	Water, Sewer, Storm Drain system capacity modeling	\$450	\$450	Force Account minimum \$5,000