

**CITY OF CLEARLAKE**  
**FEE SCHEDULE effective August 21, 2022**



**TABLE OF CONTENTS**

<b>1.</b>	<b>Administrative Fees</b>	<b>1</b>
<b>2</b>	<b>Business License Fees</b>	<b>2</b>
<b>3</b>	<b>Building Fees</b>	<b>3</b>
<b>4</b>	<b>Engineering Fees</b>	<b>4</b>
<b>5</b>	<b>Planning Fees</b>	<b>5</b>
<b>6</b>	<b>Animal Control fees</b>	<b>6</b>
<b>7</b>	<b>Code Enforcement Fees</b>	<b>7</b>
<b>8.</b>	<b>Police Fees</b>	<b>8</b>
<b>9</b>	<b>Code Enforcement Fees</b>	<b>9</b>
<b>10</b>	<b>Special Event Fees</b>	<b>10</b>
<b>11</b>	<b>Senior Community Center Fees</b>	<b>10</b>
<b>12</b>	<b>Youth Center Fees</b>	<b>11</b>

## Administrative & Miscellaneous Fees

Description	Existing Fee	Proposed Fee
Technology Recovery Cost Applied to All Applications		2%
<b>Publications &amp; Maps</b>		
Budget	15.00	20.00
Design & Construction Standards	10.00	12.00
Drainage Master Plan Study	15.00	18.00
General Plan Policies	25.00	30.00
General Plan Technical Background	10.00	12.00
General Plan Housing Element	20.00	24.00
General Plan Land Use Map	15.00	18.00
Lakeshore Drive Design Guidelines	10.00	12.00
Parks Master Plan	10.00	12.00
Redevelopment Plan	15.00	18.00
Redevelopment Five Year Implementation Plan	10.00	12.00
Sphere of Influence Study	10.00	12.00
Zoning Chapter XVIII	30.00	36.00
Zoning Map	1.00	1.20
Site Development Assessment & Business Attraction Strategy	12.00	14.40
Subdivision Ordinance	10.00	12.00
<b>Copy Fees</b>	Per Page	
Public Record General 8 1/2 x 11 Copy	0.10	0.20
8 1/2 x 14 Copy (Legal)	0.10	0.20
11 x 17 Copy	0.15	0.25
Parcel Maps	2.00	4.00
Topographical Maps	5.00	7.00
<b>Copies of City Council/Planning Commission Meetings</b>		
Meeting Recordings	5.00	per cd
Planning Commission Agenda Cover Sheet Mailing	50.00	per year
Planning Commission Agenda Packets (in advance of meeting)	25.00	per meeting
<b>Electronic Records</b>	CPO - 50%	
	Deposit to be determined by the City Manager on a case-by-case basis	
<b>Highlands on the Lake</b>		
After hours emergency lock-out calls	50.00	
<b>Other Fees</b>		
Return Check Fee	35.00	
Credit Card Chargeback Fee	30.00	
<b>Credit/Debit Card Fee</b>	3%	
<b>Credit/Debit Card Fee (Collected through Citation Processing Cen</b>	3.50	
<b>Civil Subpoenas</b>	deposit at time of service	\$275 deposit
The service of civil subpoenas, depositions, and attendance in court proceedings of employees will be governed pursuant to Government Code Section 68096.1, 68097, 68097.1, 68097.2, 68907.5, 68907.6, 68907.7, 68907.9, and 68907.10, all inclusive		per Gov't Code

## Business License Fees

Licensing Period: October 1 through September 30

Description	Existing Fee	Proposed Fee
<b>1. <u>GENERAL BUSINESS LICENSE ANNUAL FEES:</u></b>		
Business License Annual Fee	74	90
Add \$10 per each additional employee		
A 10% fee per total business license cost will be added per each month		
A \$4 State Fee will be added to each application		
<b>2. <u>SECONDARY BUSINESS LICENSE:</u></b>		
Secondary Business license shall be one half of the general business license fee if you have more than one business in the City limits (i.e., general license \$90.00 plus \$45.00 for second business, plus \$10 per employee))		
<b>2. <u>SPECIAL CATEGORY BUSINESS LICENSE</u> annual fee shall be as follows:</b>		
a) Beauty Shops	\$90.00 plus \$10.00 for each booth	
b) Real Estate Broker	\$90.00 plus \$10.00 for each agent and/or employee who was paid a commission for salary during the previous licensing year	
c) Flea Market/Farmers market	\$90.00 plus \$5.00 for each permanent space	
<b>3. <u>SPECIAL EVENT BUSINESS</u> fee shall be \$79.00 per day.</b>		
<b>4. <u>Quarterly Business License</u> fee shall be \$25 per quarter (applicants requiring more than 1 quarter must submit for Full Time)</b>		
<b>5. Vacation Rental Application fee shall be \$70.00 per year</b>		
Vacation Rental Owners must register for TOTs at:		<a href="http://hdlgov.com">Welcome (hdlgov.com)</a>
<b>6. Business Listing Fee</b>	\$	10.00
<b>Business Licenses go to:</b> <a href="#">Applying for a Business License   Clearlake, CA - Official Website</a>		
<b>Taxicabs &amp; For-Hire Vehicles</b>		
Operator's Permit		125.00
Driver Permit		75.00
Vehicle Permit		25.00

### **Building Permit Applications**

Failure to obtain any required permits before work begins 5 x Permit fee

Building Permits -Using the most current issue of the Building ' 100%

Other Permits - CBC 100%

Building Plan Check 100%

Building Plan Check Amendments 100%

Residential Electrical/Mechanical Service Upgrade/Repair \$150

Residential Plumbing \$150

Residential Plumbing with Trenching \$150

Commercial Electrical Service Upgrade \$175

Electrical Vehicle Charging Port \$125

Generator \$200

Residential Demo \$150

Comercial Demo \$200

Residential Roof Mounted Solar \$400

Comercial Roof Mounted Solar \$500

Retrofit Foundation \$150

California Building Standards Commission

pecial Revolving Fund Based on Permit Valuation- State Fee added to Applications

Permit Valuation:

\$1 - 25,000 1.00

\$25,001 - 50,000 2.00

\$50,001 - 75,000 3.00

\$75,001 - 100,000 4.00

Every \$25,000 or fraction thereof above \$100,000 Add \$1

Failure to obtain any required permits before work begins 5 X Permit Fee

Seismic Fees

i. Group R occupancies, as defined in the current Uniform Building Code, one to three stories in height, except hotels and motels, shall be assessed at the rate of ten dollars (\$10.00) per one hundred thousand dollars (\$100,000.00), with appropriate fractions thereof.

ii. All other buildings shall be assessed at the rate of twenty - one dollars (\$21.00) per one hundred thousand dollars (\$100,000.00) with appropriate fractions thereof.

iii. The fee shall be the amount assessed under paragraph 1. or 2., depending on building type, or fifty cents (\$0.50), whichever is the higher.

**Reissuance of Certificate of Occupancy** \$ 45.00

#### **Mobile Home Park Fees**

Mobile Home Park Annual Inspection Fee 40.00

per site including the 1st unit, plus

15.00

per each additional unit on the site

Non-compliance re-inspection 30.00

per site including the 1st unit, plus

10.00

for each additional unit on site

Mobile Home Park Annual Permit to Operate Fees 100%

All fees for Mobile Home Parks Annual Permit to Operate and related fees shall be as set forth in the current Mobile Home Parks Act, Title 25, Section 1008, et seq.

### Engineering Fees

**Grading Permits - 2013 California Building Code Fee Schedule** 100%

#### Encroachment Permits

Driveway Adjacent to Paved Street	\$160	\$170
Driveway Adjacent to Unpaved Street	\$105	\$125
Trenching - Paved Streets	\$210 + \$1.00/LF	\$250 + \$1.00/LF
Trenching - Unpaved Streets	\$160 + \$0.50/LF	\$200+ \$1.00 LF
Other Plan Check and Inspections	4.5% of engineer's Estimate (\$150 minimum)	200
Minimum Fee	150.00	200.00
Engineer's Estimate		
Heavy Load Permits for Overweight, Over-Width, Over-Length and Over-Height	75.00	
Re-Inspection	55.00	
Failure to obtain any required permits before work begins	5 x Permit fee	

#### Development Fees

<b>Plan Check Fee</b>	4.5 % of Engineer Estimate up to \$200k
	3.5% of Engineer Estimate between above \$200k and \$500K
	2.5% of Enginner Estimate between above \$500 and \$1 Million
	2% of Engineer Estimate above \$1 Million
<b>Development Inspection</b>	2 % of Engineer Estimate up to \$200k
	1.5% of Engineer Estimate between above \$200k and \$500K
	1% of Enginner Estimate between above \$500 and \$1 Million
	.5% of Engineer Estimate above \$1 Million

### Planning Fees

#### Marijuana Dispensary Annual Renewals

LiveScan	See Police Fee Schedule
Renewal Processing	250.00

#### Zoning Clearance

	<u>Fee</u>	<u>Deposit</u>
Sign Permit	85.00	102.00
Sign Face Copy Change	45.00	54.00
Single Family Residence	70.00	125.00
Second Residential Unit	70.00	125.00
Multifamily Residence <4 units	155.00	250.00
5 to 14 units	680.00	816.00
Multifamily Residence >15 units	CPO-50%	4,000.00
Commercial <5,000 SF	555.00	
5001 to 9999 SF	840.00	
>10,000 SF	CPO-50%	4,000.00

Temporary Use Permit	70.00		125.00
Outdoor Annual Display Permit	45.00		
<b>Lot Line Adjustment</b>	650.00		800.00
<b>Lot Merger</b>	135.00		500.00
<b>PM/Sub. Map Checking</b>			800.00
\$150 per lot			
<b>Conditional Use Permits</b>	900.00		2,200.00
<b>Administrative Use Permits</b>	750.00		2,000.00
<b>Temporary Use Permit</b>			500.00
<b>Categorical Exemption (CE) from CEQA</b>			150.00
<b>Environmental Impact Repo</b> (deposit required, applicant will be responsible for actual cost Deposit			5,000.00
<b>Initial Study Fee</b>	1,210.00		1,500.00
<b>Street name change fee</b>	400.00		
<b>Tree Replacement Fee</b>	500.00 per tree		600.00
<b>Variance</b>	500.00		
<b>Minor Subdivision (Four or Fewer Lots)</b>			
Initial Study	1,210.00		1,500.00
Tentative Map Processing	2,450.00		
Total Fee:	3,660.00		3,950.00
Improvement Plan Processing and Inspections	CPO-50%	4,000.00	
Parcel Map Processing	CPO-50%	1,000.00	
Subdivision Construction Agreement	570.00		
Acceptance of Easements and Improvements	450.00		
<b>Appeals</b>			
Appeal of Staff Decision	880.00		
Appeal of Planning Commission Decision	880.00		
<b>Extension of Approval</b>	345.00		
<b>Abandonment of Easement</b>	715.00		
<b>Major Subdivision</b>	CPO-50%	5,000.00	6,000.00
<b>Zone Amendment</b>	CPO-50%	2,000.00	2,400.00
<b>General Plan Amendment</b>	CPO-50%	5,000.00	6,000.00
<b>Certificate of Compliance</b>	CPO-50%	1,000.00	1,200.00
<b>Annexation</b>	CPO-50%	5,000.00	6,000.00
<b>Development Agreement</b>	CPO-50%	5,000.00	6,000.00
<b>Special Requests or Studies</b>	CPO-50%	5,000.00	6,000.00
<b>Application and Permits Not Shown</b>	CPO-50%	See Note 1	
<b>Technology fee</b>			0.02
<b>Legal Services</b>	CPO-50%		
<b>General Plan Update Fee</b>	To Be Determined		
Note 1: At the discretion of the City Manager.			
CPO-50%: Cost Plus Overhead (50%)			
<b>General Plan Maintenance Fee</b>			25.00

**Animal Control Fees**

<b>Description</b>	<b>Existing Fee</b>	<b>Proposed Fee</b>
<b>Adoption Fees</b>		
Dog Adoption	215.00	\$ 90.00
Cat Adoption	200.00	\$ 70.00
Barn Cat Adoption		No Fee
Rabbit Adoption		\$ 10.00
Small Animal Adoption		\$ 10.00
Large Bird Adoption		\$ 25.00
Small Bird Adoption		\$ 36.00
Cat Carrier		\$ 5.00
<b>Dog License Fees</b>		
License Issued with Proof of Current Rabies Vaccination.		
With Proof of Spay & Neuter*	30.00	\$ 20.00
Specialized Animals - AKC, UKC, or Others as listed in Clearlake Municipi	35.00	\$ 25.00
Service Animals (Excludes therapy animals)	No Fee	
Late Fee (Unaltered)		\$ 25.00
Late Fee (Altered)		\$ 21.00
Tag Replacement		\$ 6.00
Engravable Collar		\$ 20.00
<del>*Veterans eligible for \$5 discount w/ ID</del>		
<del>*Seniors (60+) eligible for \$5 discount w/ ID</del>		
<b>Deceased Animal Disposal</b>		
Disposal Cat		\$ 42.00
Disposal Small Animal		\$ 26.00
Disposal Dog < 50 pounds		\$ 42.00
Group Cremation Dog		\$ 54.00
Group Cremation Cat		\$ 48.00
Group Cremation 75-99 pounds		\$ 54.00
Group Cremation 100+ pounds		\$ 75.00
Private Cremation 0-2 pounds		\$ 140.00
Private Cremation 3-49 pounds		\$ 140.00
Private Cremation 50-99 pounds		\$ 175.00
Private Cremation 100+ pounds		\$ 260.00
Private Cremation Paw Print		\$ 84.00
<b>Euthanasia Fees (at vets)</b>		
Cats	Actual Cost	
Dogs	Actual Cost	
<b>Field Services</b>		

ACO Transport Animal to Vet	\$	75.00
ACO Transport to Vet After Hours	\$	175.00
ACO Field Euthanasia	\$	106.00
ACO Service Fee	\$	75.00

#### **Kennel Permits (Annual Fee)**

Prior to issuance of Kennel Permit - Use Permits, Zoning Verification and Neighbor Acknowledgements may be required.

5 - 7 Dogs	90.00
8 - 16 Dogs	150.00
16 + Dogs	225.00

#### **Impound/Redemption Fees**

Altered Animal	Doesn't include boarding	\$	45.00
Unaltered Animal	Doesn't include boarding	\$	45.00
Repeat Impound Unaltered Additional Fee			
2nd Offense		\$	30.00
3rd Offense		\$	50.00
		\$	100.00
Board (Per Day)	8.00	\$	20.00
Quarantine Board (Per Day)	220.00	\$	32.00
Veterinarian	Actual Cost		
Livestock	Actual Cost		

#### **Surrender Fees**

Owner Surrender Dog Altered	\$40.00	\$	46.00
Owner Surrender Dog Unaltered	\$40.00	\$	69.00
Owner Surrender Cat Altered	\$40.00	\$	46.00
Owner Surrender Cat Unaltered	\$40.00	\$	69.00
Owner Surrender Small Animal Altered		\$	46.00
Owner Surrender Small Animal Unaltered		\$	69.00
Owner Surrender for Litter	per animal	\$	19.00

**Vicious Dog Hearing fee** 150.00

#### **Medical**

Microchip Dog	\$	20.00
Microchip Cat	\$	10.00
Other Medical @ Vet Clinic		Actual Cost

## Code Enforcement Fees

### Abandoned Vehicle Abatement

Voluntary Compliance (Gone Upon Arrival)	\$75.00
Voluntary Compliance (Removed By City)	\$125.00
<b>Property Owner Requested Vehicle Abatement</b>	

<b>Passenger Vehicle</b>	<b>\$250</b>
<b>As Quoted by</b>	
<b>Other Vendor</b>	

Code Enforcement Hearing Fee	200.00
Cultivation Permit Application Fee	250.00
Following Admin Cite for No Permit w/Code Enf Approval	500.00

### Boarding Permit

Commercial Building Boardi Non-refundable upon application	150.00
Commercial Building Boardi Non-refundable upon application	150.00
Re-Inspection Fee	50.00

Red Tagged Building Entry Permit	25.00
----------------------------------	-------

### Vacant Commercial Buildings

Registration	\$100 + 12.50 per month until July 1st
Renewal	\$ 250.00
Monitoring Fee	per month \$ 200.00
Response Fee	per day \$ 50.00

## Police Fees

DUI Cost Recovery	425.00
Police Reports	10.00

### Criminal Offender Registration

Initial Registration	50.00
Change of Address	30.00

### Photographs

CD/Audio-Video	10.00
4 x 5	8.5x11 color copy 10.00
5 x 7	15.00
8 x 10	20.00

<b>Citation Sign-Off</b>	15.00
CPD Parking/Mech/Reg Cites	No Charge

<b>Deer Tag Sign-Off</b>	15.00
--------------------------	-------

<b>Release of Vehicle</b>	100.00
---------------------------	--------

22651(h) & (p), DUI and 23109 VC	150.00
<b>Citizen Clearance Letter</b>	10.00
<b>Repossession Fee</b>	15.00
<b>Booking Fee</b>	(Arrestee) Actual Cost
<b>V.I.N. Verification</b>	
At Police Department	10.00
Other	20.00
<b>False Alarm</b>	
1st - 2nd	-
3rd - 4th	100.00
5th - 6th	200.00
7th - 8th	400.00
9th - 10th	800.00
11th +	1,000.00
<b>Fingerprinting (Rolled)</b>	10.00
LiveScan	10 + DOJ Fee
<b>Secondhand Dealer Permit (New + Renewal)</b>	50 + DOJ Fee
see above for livescan fee	
<b>Sidewalk Wendor/Itinerant Vendor</b>	45.00
See Above for Livescan fee	
<b>Parking Citation Fines</b>	
21113(A) VC Parking, School Grounds	50.00
21210 VC Bicycle Parking, Sidewalk	50.00
21211(A)-(B) VC Obstructing Bikeway, Path or Trail	50.00
22500(A) VC Parked in Intersection	50.00
22500(B) VC Parked in Crosswalk	50.00
22500(C) VC Parked in Safety Zone	50.00
22500(E) VC Parked Blocking Driveway	50.00
22500(F) VC Parked on Sidewalk	50.00
22500(H) VC Double Parked	50.00
22500(I) VC Parked in Bus Zone	250.00
22500(K) VC Parked on Bridge	50.00
22500(L) VC Parked in Wheelchair Access	250.00
22500.1 VC Fire Lane	70.00
22502(A) VC Right Wheel to Curb	50.00
22504(A) VC Parking Unincorporated Area	50.00
22505(B) VC Posted No Parking, State Highway	70.00
22507.8(A)-(C) Parking in Handicap Space	275.00
22514 VC Parked by Fire Hydrant	50.00

22515 VC	Unattended Vehicle	40.00
22516 VC	Parked w Person Locked in Vehicle	145.00
22517 VC	Open Door on Traffic Side When Unsafe	145.00
22522 VC	Parked by Sidewalk Ramp	275.00
22523(A) VC	Abandoned Vehicle, Highway	350.00
22523(B) VC	Abandoned Vehicle, Public-Private Property	350.00
22526 VC	Anti-Gridlock	70.00
4461(A)-(D) VC	Misuse Disabled Person Placard/Plate	275.00
4000(A)(1) VC	Unregistered Vehicle/Expired Registration	85.00
5204(A) VC	Expired/Improper Tabs Displayed	85.00
9850 VC	Numbering of Undocumented Vessels	85.00
8-6.3 CMC	Parked Over 72 hours	145.00
10-6.13 CMC	Abandonment Prohibited	350.00
10-6.14 CMC	Failure to Abate	350.00
	All Other Parking Codes Not Listed (VC and CMC)	50.00
	All Mechanical Violations	50.00
	Mechanical Violations w Proof of Correction	10.00
40203.5 VC	15 Days After Mailing of Notification of Violation	50% of Violation Not to Exceed \$150
40203.5 VC	DMV Hold	10.00
40220 VC	Low Income Payment Plan Fee	5.00
40220 VC	Standard Payment Plan Fee	25.00
Other Fees		
	Returned Check Fee	35.00
	Credit Card Chargeback	30.00

### Special Events \*\*

	Daily	Deposit
Non-profit	35.00	100.00
All Others Under 50 Attendees	75.00	500.00
All Others Over 50 Attendees	125.00	1,000.00
Austin Park		
Covered Bench Area at Playground	50.00	100.00
4 hours for 3 tables		
Bandshell	500.00	500.00
Dog Park	100.00	150.00
Dog Park Section for 4 hours		

\*\* These fees are adjustable by the City Manager based on past performance.

### Large Events

	Deposit
200-300 People or 2-3 day event	500.00
300-500 People or 3-5 day event	1000.00

### Electrical/Trash

Electricity	25.00
Additional Trash Can	<u>per can</u> 25.00

### SENIOR/COMMUNITY CENTER

\*\* Sq ft are approximations

		Standard Rate	Non-Profit Rate
<b><u>Building w/o Kitchen (4042 sq ft)</u></b>	<b>4 hours</b>	\$ 235.00	\$ 131.00
Each Additional Hour		\$ 59.00	\$ 32.00
Cleaning Deposit		\$ 300.00	\$ 300.00
<b><u>Multi-purpose Room (2964 sq ft)</u></b>	<b>4 hours</b>	\$ 179.00	\$ 95.00
Each Additional Hour		\$ 44.00	\$ 23.00
<b><u>Auxiliary Room (1078 sq ft)</u></b>	<b>4 hours</b>	\$ 68.00	\$ 39.00
Each Additional Hour		\$ 16.00	\$ 9.00
Cleaning Deposit		\$ 100.00	\$ 100.00
<b><u>Kitchen Only (1078 sq ft)</u></b>	<b>4 hours</b>	\$ 55.00	\$ 30.00
Each Additional Hour		\$ 20.00	\$ 10.00
Cleaning Deposit		\$ 300.00	\$ 300.00
<b><u>Classroom (320 sq ft)</u></b>	<b>4 hours</b>	\$ 25.00	\$ 15.00
Each Additional Hour		\$ 5.00	\$ 3.00
Cleaning Deposit		\$ 100.00	\$ 100.00
<b>Alcohol Use Additional Deposit</b>		\$ 200.00	\$ 200.00
<b>Returned Check Fee</b>		\$ 35.00	\$ 35.00

**YOUTH CENTER**

<b><u>Building with Kitchen (3500 sq ft)</u></b>	<b>4 hours</b>	\$ 270.00	\$ 151.00
Each Additional Hour		\$ 59.00	\$ 35.00
Cleaning Deposit		\$ 300.00	\$ 300.00
 <b><u>Large Room (1200 sq ft)</u></b>	 <b>4 hours</b>	 \$ 179.00	 \$ 95.00
Each Additional Hour		\$ 44.00	\$ 23.00
Cleaning Deposit		\$ 250.00	\$ 250.00
 <b><u>Smaller Room (1078 sq ft)</u></b>	 <b>4 hours</b>	 \$ 150.00	 \$ 90.00
Each Additional Hour		\$ 26.00	\$ 19.00
Cleaning Deposit		\$ 200.00	\$ 200.00
 <b>Returned Check Fee</b>		 \$ 35.00	 \$ 35.00

**RESERVATION DEPOSIT:** Non-refundable deposit for reservations made up to twelve (12) months in advance is \$25.00. Reservation deposit will be applied toward facility rental fee.