

CITY OF CLEARLAKE
FEE SCHEDULE
Effective July 1, 2023



TABLE OF CONTENTS

	Page
Administrative Fees	2
Business License Fees	3
Building Fees	4
Engineering Fees	5
Planning Fees	6
Animal Control Fees	7
Code Enforcement Fees	9
Police Fees	10
Special Event Fees	11
Senior Community Center Fees	12
Youth Center Fees	13

Administrative & Miscellaneous Fees

Description	Fee
Technology Recovery Cost Applied to All Applications	2%
Publications & Maps	
Budget	\$ 20.00
Design & Construction Standards	\$ 12.00
Drainage Master Plan Study	\$ 18.00
General Plan Policies	\$ 30.00
General Plan Technical Background	\$ 12.00
General Plan Housing Element	\$ 24.00
General Plan Land Use Map	\$ 18.00
Lakeshore Drive Design Guidelines	\$ 12.00
Parks Master Plan	\$ 12.00
Redevelopment Plan	\$ 18.00
Redevelopment Five Year Implementation Plan	\$ 12.00
Sphere of Influence Study	\$ 12.00
Zoning Chapter XVIII	\$ 36.00
Zoning Map	\$ 1.20
Site Development Assessment & Business Attraction Strategy	\$ 14.40
Subdivision Ordinance	\$ 12.00
Copy Fees (per page)	
Public Record General 8 1/2 x 11 Copy	\$ 0.20
8 1/2 x 14 Copy (Legal Size)	\$ 0.20
11 x 17 Copy	\$ 0.25
Parcel Maps	\$ 4.00
Topographical Maps	\$ 7.00
Copies of City Council/Planning Commission Meetings	
Meeting Recordings	Per CD \$ 5.00
Planning Commission Agenda Cover Sheet Mailing	Per year \$ 50.00
Planning Commission Agenda Packets (in advance of meeting)	Per Meeting \$ 25.00
Electronic Records	CPO - 50%
<i>Deposit to be determined by the City Manager on a case-by-case basis</i>	
Other Fees	
Return Check Fee	\$ 35.00
Credit Card Chargeback Fee	\$ 30.00
Credit/Debit Card Fee	3%
Credit/Debit Card Fee (Collected through Citation Processing Center)	3.5%
Civil Subpoenas	\$275 deposit at time of service
<i>The service of civil subpoenas, depositions, and attendance in civil 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</i>	<i>Per Government Code</i>

Business License Fees

Licensing Period: October 1st through September 30th

General Business License Annual Fees

	<u>Fee</u>
Business License Annual Fee	\$ 90.00
	<i>+\$10 for each additional employee</i>
	<i>10% fee per total business license cost will be added per each month delinquent</i>
	<i>\$4 State Fee will be added to each application</i>

Secondary Business License

	\$ 45.00
	<i>+ \$10 per employee</i>
<i>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)</i>	

Special Category Business License Annual Fees

a) Beauty Shops	\$ 90.00
	<i>+ \$10 for each booth</i>
b) Real Estate Broker	\$ 90
	<i>+ \$10.00 for each agent and/or employee who was paid a commission for salary during the previous licensing year</i>

c) Flea Market/Farmers Market	\$ 90.00
	<i>+ \$5.00 for each permanent space</i>

Special Event Business License	\$ 79 per day
---------------------------------------	----------------------

Quarterly Business License	\$25 per quarter
<i>(applicants requiring more than one quarter must submit for Annual Business License)</i>	

Vacation Rental Application	\$70 per year
<i>Vacation Rental Owners must register for TOTs at: <u>Welcome (hd.gov.com)</u></i>	

Business Listing Fee	\$ 10.00
<i>(one time fee for new listings)</i>	

Business Licenses go to: [Applying for a Business License | Clearlake, CA - Official Website](#)

Taxicabs & For-Hire Vehicles

Operator's Permit	\$ 125.00
Driver Permit	\$ 75.00
Vehicle Permit	\$ 25.00

Building Permit Applications

	Fee
Failure to obtain any required permits before work begins	2 x Permit fee

Building Permits - City staff will calculate cost using the most recent issue of the 'Building Valuation Data' (BVD) fee table published by the International Code Council (ICC).

Other Permits - CBC		Calculated Per BVD Fee Table, as noted
Building Plan Check		Calculated Per BVD Fee Table, as noted
Building Plan Check Amendments		Calculated Per BVD Fee Table, as noted
Residential Electrical/Mechanical Service Upgrade/Repair	\$	150.00
Residential Plumbing	\$	150.00
Residential Plumbing with Trenching	\$	150.00
Commercial Electrical Service Upgrade	\$	175.00
Electrical Vehicle Charging Port	\$	125.00
Generator	\$	200.00
Residential Demo	\$	150.00
Comercial Demo	\$	200.00
Residential Roof Mounted Solar	\$	400.00
Comercial Roof Mounted Solar	\$	500.00
Retrofit Foundation	\$	150.00
Reissuance of Certificate of Occupancy	\$	100.00
Plan Revision Review	\$	100.00
Reinspection Fee	\$	100.00

California Building Standards Commission

State Mandated Fee added to Applications - Building Standards Administration Special Revolving Fund Based on Permit Valuation.

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 \$1.00

Seismic Fees

- | | |
|--|------------------------|
| <p><i>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.</i></p> | <i>Per Calculation</i> |
| <p><i>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.</i></p> | <i>Per Calculation</i> |
| <p><i>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.</i></p> | <i>Per Calculation</i> |

Mobile Home Park Fees

	Fee
Mobile Home Park Annual Inspection Fee	\$ 40.00
per site including the 1st unit, plus	\$ 15.00
Non-compliance re-inspection	\$ 30.00
per site including the 1st unit, plus	\$ 10.00
	<i>for each additional unit on site</i>
Mobile Home Park Annual Permit to Operate Fees	\$ 1.00

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. The CA Department of Housing and Community Development (HCD) calculates annual fees. The City of Clearlake collects payment on behalf of HCD.

Engineering Fees**Grading Permits - 2019 California Building Code Fee Schedule**

As Calculated by City Staff

Grading Permits - City staff will calculate cost based on the grading plan, and review if required, as noted on the Grading Application.

Encroachment Permits

Driveway Adjacent to Paved Street	\$ 170.00
Driveway Adjacent to Unpaved Street	\$ 125.00
Trenching - Paved Streets	\$250 + \$1.00/LF
Trenching - Unpaved Streets	\$200 + \$0.50/LF
Other Plan Check and Inspections	<i>4.5% of engineer's Estimate (\$200 minimum)</i>
Minimum Fee	\$ 200.00
Engineer's Estimate	As Calculated by City Staff
<i>Calculation based on type of work requested in encroachment permit</i>	
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	2 x Permit fee

Development Fees

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

Planning Fees

	Fee	Deposit
Marijuana Dispensary Annual Renewals		
LiveScan	\$ 10 + DOJ Fee	
Renewal Processing	\$ 250.00	
Zoning Clearance		
Sign Permit	\$ 102.00	
Sign Face Copy Change	\$ 54.00	
Single Family Residence	\$ 125.00	
Second Residential Unit	\$ 125.00	
Multifamily Residence <4 units	\$ 250.00	
5 to 14 units	\$ 816.00	
Multifamily Residence >15 units	\$ 4,000.00	
Commercial <5,000 SF	\$ 555.00	
5001 to 9999 SF	\$ 840.00	
>10,000 SF	\$ 4,000.00	
Temporary Use Permit	\$ 125.00	
Outdoor Annual Display Permit	\$ 800.00	
Lot Line Adjustment	\$ 500.00	
Lot Merger	\$ 800.00	
PM/Sub. Map Checking	\$ 150/per lot	

	Fee	Deposit
Conditional Use Permits	\$ 2,200.00	
Administrative Use Permits	\$ 2,200.00	
Temporary Use Permit	\$ 125.00	
Categorical Exemption (CE) from CEQA	\$ 150.00	
Environmental Impact Report	<i>(deposit required, applicant will be responsible for actual cost)</i>	\$ 5,000.00
Initial Study Fee	\$ 1,500.00	
Street name change fee	\$ 400.00	
Tree Replacement Fee	\$ 600.00	<i>per tree</i>
Variance	\$ 500.00	
Minor Subdivision (Four or Fewer Lots)		
Initial Study	\$ 1,500.00	
Tentative Map Processing	\$ 2,450.00	
Total Fee:	\$ 3,950.00	
Improvement Plan Processing and Inspections	\$ 4,000.00	
Parcel Map Processing	\$ 1,000.00	
Subdivision Construction Agreement	\$ 570.00	
Acceptance of Easements and Improvements	\$ 450.00	
Appeals		
Appeal of Staff Decision	\$ 880.00	
Appeal of Planning Commission Decision	\$ 880.00	
Extension of Approval	\$ 345.00	
Abandonment of Easement	\$ 715.00	
Major Subdivision	\$ 6,000.00	
Zone Amendment	\$ 2,400.00	
General Plan Amendment	\$ 6,000.00	
Certificate of Compliance	\$ 1,200.00	
Annexation	\$ 6,000.00	
Development Agreement	\$ 6,000.00	
Special Requests or Studies	\$ 6,000.00	
Technology fee - 2% of total fees charged		2%
Legal Services	CPO-50%	
General Plan Maintenance Fee		\$ 25.00

Animal Control Fees		Fee
Adoption Fees		
Dog Adoption	\$	90.00
Cat Adoption	\$	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
Dog License Fees		
<i>License Issued with Proof of Current Rabies Vaccination</i>		
With Proof of Spay & Neuter*	\$	20.00
Specialized Animals - AKC, UKC, or Others as listed in Clearlake Municipal Code 7-10.3*	\$	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
Deceased Animal Disposal		
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
Euthanasia Fees (at vets)		
Cats		Actual Cost
Dogs		Actual Cost
Field Services		
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.

	Fee
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		\$ 30.00
- 2nd Offense		\$ 50.00
- 3rd Offense		\$ 100.00
Board (Per Day)		\$ 20.00
Quarantine Board (per day)		\$ 32.00
Veterinarian		Actual Cost
Livestock		Actual Cost

Surrender Fees

Owner Surrender Dog Altered	\$ 46.00
Owner Surrender Dog Unaltered	\$ 69.00
Owner Surrender Cat Altered	\$ 46.00
Owner Surrender Cat Unaltered	\$ 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	Fee
Voluntary Compliance (Gone Upon Arrival)	\$ 75.00
Voluntary Compliance (Removed by City)	\$ 125.00
Property Owner Requested Vehicle Abatement - Passenger Vehicle	\$ 250.00
Property Owner Requested Vehicle Abatement - Other (RV, Boat, Trailer, etc...)	Actual Cost
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 (Non-refundable upon application)	
Commercial Building Boarding Permit	\$ 150.00
Commercial Building Boarding Permit Renewal/Extension	\$ 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
Annual Renewal	\$250 Renewal + \$200 per month Monitoring Fee
Response Fee (per day)	\$ 50.00

Police Fees

	<u>Fee</u>
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	\$ 10.00
5 x 7	\$ 15.00
8 x 10	\$ 20.00
Citation Sign-Off	
CPD Parking/Mech/Reg Cites	\$ 15.00 No Charge
Deer Tag Sign-Off	\$ 15.00
Release of Vehicle	
22651(h) & (p), DUI and 23109 VC	\$ 100.00 \$ 150.00
Citizen Clearance Letter	\$ 10.00
Repossession Fee	\$ 15.00
Booking Fee	(Arrestee) Actual Cost
V.I.N. Verification	
At Police Department	\$ 10.00
Other	\$ 20.00
False Alarm	
1st - 2nd	\$ -
3rd - 4th	\$ 100.00
5th - 6th	\$ 200.00
7th - 8th	\$ 400.00
9th - 10th	\$ 800.00
11th +	\$ 1,000.00
Fingerprinting (Rolled)	
LiveScan	\$ 10.00 \$10 + DOJ Fee
Secondhand Dealer Permit (New + Renewal)	
Plus LiveScan fee	\$50 + DOJ Fee \$10 + DOJ Fee
Sidewalk Wendor/Itinerant Vendor	
Plus Livescan fee	\$ 45.00 \$10 + DOJ Fee

Parking Citation Fines

	Fee
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

**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.**

Austin Park

	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
<u>Non-profit</u>	<u>\$ 45.00</u>	<u>\$ 100.00</u>
<u>All Others Under 50 Attendees</u>	<u>\$ 80.00</u>	<u>\$ 500.00</u>
<u>All Others Over 50 Attendees</u>	<u>\$ 130.00</u>	<u>\$ 1,000.00</u>
Covered Bench Area at Playground (3 tables for 4 hours)	\$ 50.00	\$ 100.00
Bandshell	\$ 500.00	\$ 500.00
Dog Park - 4 hours	\$ 100.00	\$ 150.00

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

Large Events

200-300 People or 2-3 day event	\$ 500.00
300-500 People or 3-5 day event	\$ 1,000.00

Electrical/Trash

Electricity	\$ 25.00
Additional Trash Cans (per can)	\$ 25.00

Senior/Community Center

		Standard Rate	Non-Profit Rate
Building w/o Kitchen (4042 sq ft)	4 hours	\$ 235.00	\$ 131.00
Each Additional Hour		\$ 59.00	\$ 32.00
Cleaning Deposit		\$ 300.00	\$ 300.00
Multi-purpose Room (2964 sq ft)	4 hours	\$ 179.00	\$ 95.00
Each Additional Hour		\$ 44.00	\$ 23.00
Auxiliary Room (1078 sq ft)	4 hours	\$ 68.00	\$ 39.00
Each Additional Hour		\$ 16.00	\$ 9.00
Cleaning Deposit		\$ 100.00	\$ 100.00
<u>Auxiliary Room (1078 sq ft)</u>	<u>4 hours</u>	<u>\$ 70.00</u>	<u>\$ 40.00</u>
<u>Each Additional Hour</u>		<u>\$ 30.00</u>	<u>\$ 19.00</u>
<u>Cleaning Deposit</u>		<u>\$ 100.00</u>	<u>\$ 100.00</u>
Kitchen Only (1078 sq ft)	4 hours	\$ 55.00	\$ 30.00
Each Additional Hour		\$ 20.00	\$ 10.00
Cleaning Deposit		\$ 300.00	\$ 300.00
<u>Kitchen Only (1078 sq ft)</u>	<u>4 hours</u>	<u>\$ 75.00</u>	<u>\$ 45.00</u>
<u>Each Additional Hour</u>		<u>\$ 40.00</u>	<u>\$ 22.00</u>
<u>Cleaning Deposit</u>		<u>\$ 300.00</u>	<u>\$ 300.00</u>
Classroom (320 sq ft)	4 hours	\$ 25.00	\$ 15.00

Each Additional Hour	\$	5.00	\$	3.00
Cleaning Deposit	\$	100.00	\$	100.00

Sq ft are approximations

Alcohol Use Additional Deposit	\$	200.00	\$	200.00
Returned Check Fee	\$	35.00	\$	35.00

Formatted: Left, Line spacing: single

Youth Center

Building with Kitchen (3500 sq ft)	4 hours	\$ 270.00	\$ 151.00
Each Additional Hour		\$ 59.00	\$ 35.00
Cleaning Deposit		\$ 300.00	\$ 300.00
Large Room (1200 sq ft)	4 hours	\$ 179.00	\$ 95.00
Each Additional Hour		\$ 44.00	\$ 23.00
Cleaning Deposit		\$ 250.00	\$ 250.00
Smaller Room (1078 sq ft)	4 hours	\$ 150.00	\$ 90.00
Each Additional Hour		\$ 26.00	\$ 19.00
Cleaning Deposit		\$ 200.00	\$ 200.00
Returned Check Fee		\$ 35.00	\$ 35.00
		<u>Standard</u>	<u>Non-Profit</u>
		<u>Rate</u>	<u>Rate</u>
Room	4 hours	\$ 65.00	\$ 50.00
Each Additional Hour		\$ 25.00	\$ 25.00
Cleaning Deposit		\$ 300.00	\$ 300.00
Kitchen	4 hours	\$ 75.00	\$ 50.00
Each Additional Hour		\$ 30.00	\$ 30.00
Cleaning Deposit		\$ 300.00	\$ 300.00
Room and Kitchen	4 hours	\$ 130.00	\$ 90.00
Each Additional Hour		\$ 40.00	\$ 40.00
Cleaning Deposit		\$ 600.00	\$ 600.00
Lost Key Fee		\$ 25.00	\$ 25.00
Lock Out Fee		\$ 25.00	\$ 25.00
Returned Check Fee		\$ 35.00	\$ 35.00

Formatted Table

Formatted: Indent: Left: 0"

Formatted: Font: Bold

Formatted: Indent: Left: 0"

Formatted: Font: Bold

Formatted: Indent: Left: 0"