

City of Folsom
User and Regulatory Fee Study
Engineering and Encroachment Permit Fees
Cost of Service Calculation

Fee Description		Est. Labor Hours		Hourly Rate	=	Est. Cost of Svc		Current Fee	Current Cost Recovery		Proposed Fee	Proposed Cost Recovery	Fee Structure	Fee Change	Note
1	Assessment District/CFD Payment Processing	24.00	x	\$200	=	\$4,800		\$4,800	100%		\$4,800	100%	Fixed Fee	\$0	[c]
2	Encroachment Permit														[c]
	a) Encroachment Contract for Parking/Staging														
	i. 0-6 calendar days	0.25	x	\$200	=	\$50		\$50	100%		\$50	100%	Fixed Fee	\$0	
	ii. 7-14 calendar days	0.50	x	\$200	=	\$100		\$100	100%		\$100	100%	Fixed Fee	\$0	
	iii. 14+days	1.00	x	\$200	=	\$200		\$200	100%		\$200	100%	Fixed Fee	\$0	
	b) Utility Work/Connections (Individual Permits)														
	i. Wet Utilities/Service Connections														
	a. Base Fee	3.00	x	\$200	=	\$600		\$600	100%		\$600	100%	Fixed Fee	\$0	
	b. Plus per LF of Trench in ROW/City Easement	0.03	x	\$200	=	\$5.00		\$5.00	100%		\$5.00	100%	Fixed Fee	\$0.00	
	ii. Dry Utilities (per site/location)														
	a. Base Fee	1.00	x	\$200	=	\$200		\$200	100%		\$200	100%	Fixed Fee	\$0	
	b. Plus per LF of Trench in ROW/City Easement	0.03	x	\$200	=	\$5.00		\$5.00	100%		\$5.00	100%	Fixed Fee	\$0.00	
	iii. Misc. per LF of Trench in ROW/City Easement	0.03	x	\$200	=	\$5.00		\$5.00	100%		\$5.00	100%	Fixed Fee	\$0.00	
	iv. Inspections and Testing (when applicable)	2.00	x	\$200	=	\$400					\$400	100%	Fixed Fee		
	c) Driveways/Minor Frontage Improvements														
	i. Residential (per driveway)	2.00	x	\$200	=	\$400		\$400	100%		\$400	100%	Fixed Fee	\$0	
	ii. Commercial (per driveway)	2.00	x	\$200	=	\$400		\$400	100%		\$400	100%	Fixed Fee	\$0	
	d) Pools and Spas (in ground)	2.00	x	\$200	=	\$400		\$400	100%		\$400	100%	Fixed Fee	\$0	
	e) Traffic Control/Equipment Staging														
	i. Isolated Site	1.00	x	\$200	=	\$200		\$200	100%		\$200	100%	Fixed Fee	\$0	
	ii. Multiple Closures/Staging	5.00	x	\$200	=	\$1,000		\$1,000	100%		\$1,000	100%	Fixed Fee	\$0	
	f) Permit Extensions														
	i. Active Work Zone	0.25	x	\$200	=	\$50		\$50	100%		\$50	100%	Fixed Fee	\$0	
	ii. Inactive Work Zone (4+ months inactivity)	1.00	x	\$200	=	\$200		\$200	100%		\$200	100%	Fixed Fee	\$0	
	g) Annual Permits														
	i. Wet Utilities	30.00	x	\$200	=	\$6,000		\$6,000	100%		\$6,000	100%	Fixed Fee	\$0	
	ii. Dry Utilities	104.00	x	\$200	=	\$20,800		\$20,800	100%		\$20,800	100%	Fixed Fee	\$0	
	iii. General Maintenance/Misc. (Not Wet or Dry Utilities)	30.00	x	\$200	=	\$6,000		T&M			T&M		T&M		[a]
	iv. Vegetation Management (Utilities)	104.00	x	\$200	=	\$20,800		\$20,900	100%		\$20,800	100%	Fixed Fee	(\$100)	
	v. Long Term/Revocable Encroachments (paid annually)	1.00	x	\$200	=	\$200		\$200	100%		\$200	100%	Fixed Fee	\$0	
	h) Long Term/Revocable Encroachments (new permits only)	12.00	x	\$200	=	\$2,400		\$2,400	100%		\$2,400	100%	Fixed Fee	\$0	[b]

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3	Engineering and Landscape Plan Check and Inspection (Fee Includes Up to 3 Cycle Reviews - Hourly Billing Applies for Reviews Required Beyond 3rd Cycle)														
	a) Project Value Up to \$10,000	4.00	x	\$200	=	\$800		8.00%	varies		8.00%	varies	Fixed Fee		
	b) Project Value \$10,001 - \$100,000														
	i. Base Fee for First \$10,000	4.00	x	\$200	=	\$800		\$800	100%		\$800	100%	Fixed Fee	\$0	
	ii. Fee for Each Add'l \$1 Up to \$100,000					8.00%		8.00%	100%		8.00%	100%	Fixed Fee		
	c) \$100,001 - \$199,999														
	i. Base Fee for First \$100,000	40.00	x	\$200	=	\$8,000		\$8,000	100%		\$8,000	100%	Fixed Fee	\$0	
	ii. Fee for Each Add'l \$1 Up to \$200,000					6.40%		6.40%	100%		6.40%	100%	Fixed Fee		
	d) \$200,001 - \$299,999														
	i. Base Fee for First \$200,000	72.00	x	\$200	=	\$14,400		\$14,400	100%		\$14,400	100%	Fixed Fee	\$0	
	ii. Fee for Each Add'l \$1 Up to \$300,000					4.80%		4.80%	100%		4.80%	100%	Fixed Fee		
	e) \$300,000 or more														
	i. Base Fee for First \$300,000	96.00	x	\$200	=	\$19,200		\$19,200	100%		\$19,200	100%	Fixed Fee	\$0	
	ii. Fee for Each Add'l \$1					3.60%		3.60%	100%		3.60%	100%	Fixed Fee		
	f) Miscellaneous Landscape Plan Review														
	i. Non-Development Landscape Plan Review	1.00	x	\$200	=	\$200		\$200	100%		\$200	100%	Per Hour	\$0	
	ii. New Custom Home	5.50	x	\$200	=	\$1,100		\$1,100	100%		\$1,100	100%	Fixed Fee	\$0	
	iii. Production Home/Subdivision (Typ. Tract Home)														
	a. 0-4 Planting Schemes/Master Plans	11.50	x	\$200		\$2,300		\$2,300	100%		\$2,300	100%	Fixed Fee	\$0	
	b. 5+ Planting Schemes/Master Plans	12.50	x	\$200		\$2,500		\$2,300	Varies		\$2,500 + 10% per Scheme above 5	\$100%	Fixed Fee	Varies	
	iv. Model Home Complex	7.00	*	\$200	=	\$1,400		Valuation	varies		n/a				
	v. Commercial, Streetscape, Other Development Projects	8.00	*	\$200	=	\$1,600		\$38	2%		n/a				
	vi. Development and Civil Improvements—Landscaping Review	10.50	*	\$200	=	\$2,100		\$38	2%		n/a				
4	Final Map and Parcel Map														[c]
	a) Parcel Map Check	28.00	x	\$288	=	\$8,050		\$8,050	100%		\$8,050	100%	Fixed Fee	\$0	
	b) Final Map Check														
	i. Base Fee/Final Map Amendment	40.00	x	\$288	=	\$11,500		\$11,500	100%		\$11,500	100%	Fixed Fee	\$0	
	ii. Plus, Per Lot Fee	0.50	x	\$288	=	\$144		\$144	100%		\$144	100%	Fixed Fee	(\$0)	
	c) Certificate of Correction/Certificate of Compliance (including Parcel Mergers)	8.50	x	\$288	=	\$2,444		\$2,000	varies		\$2,000	100%	T & M with Initial Deposit	\$0	
	d) Lot Line Adjustment Check	28.00	x	\$288	=	\$8,050		\$4,811	60%		\$8,050	100%	Fixed Fee	\$3,239	
5	Right of Ways (ROW) and Easements														[c]
	a) Review of ROW/Easement Documents	12.00	x	\$288	=	\$3,450		\$3,450	100%		\$3,450	100%	Fixed Fee	\$0	
	b) ROW/Easement Abandonment	20.00	x	\$288	=	\$5,750		\$5,750	100%		\$5,750	100%	Fixed Fee	\$0	
6	Agreement Processing	20.00	x	\$288	=	\$5,750		\$5,750	100%		\$5,750	100%	Fixed Fee	\$0	[c]

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7	Transportation Permit (Per State Regulation)										
	a) Permit	n/a			\$16		\$16		Fixed Fee	\$0	
	b) Annual Permit	n/a			\$90		\$90		Fixed Fee	\$0	
8	Tree Removal/Work Permit										[c]
	a) Permitted Pruning/Cabling	0.20	\$200	\$40	\$100	250%	\$40	100%	Fixed Fee	(\$60)	
	b) Permitted Removal/Work										
	i. Existing Occupied Structure										
	a. 0-2 0-4 Trees	0.50	x \$200	= \$100	\$100	100%	\$100	100%	Fixed Fee	\$0	
	b. 3 5+ Trees: See New Construction Rate Below	0.75	x \$200	= \$150	\$1,200	800%	\$150 + 10% per tree above 5 trees.	100%	Fixed Fee	(\$1,050)	
	c. "In Decline" Tree	0.50	x \$200	= \$100	\$100	100%	\$100	100%	Fixed Fee	\$0	
	ii. New Construction (e.g. Custom Home, Subdivision, Parcel Map, Multi-family, Commercial, etc.):										
	a. 0-4 Trees	6.00	x \$200	= \$1,200	\$1,200	100%	\$1,200	100%	Fixed Fee	\$0	
	b. 5+ Trees	7.00	x \$200	= \$1,400	\$1,400 + 10% per tree above 5 trees.		\$1,400 + 10% per tree above 5 trees.		Fixed Fee	\$0	
	iii. Misc.	1.00	x \$200	= \$200	\$200	100%	\$200	100%	Per Hour	\$0	
	c) w/o Permit (Does not include sanctions or mitigation) Double the Permit Rate	12.00	x \$200	= \$2,400	2x permit amount		2x permit amount	varies	Fixed Fee	\$0	
	Other Fees for Service										[c]
9	Research of Engineering Records	1.00	x \$200	= \$200	\$200	100%	\$200	100%	Per Hour	\$0	
10	Miscellaneous Engineering Services	1.00	x \$200	= \$200	\$200	100%	\$200	100%	Per Hour	\$0	
11	Excess Plan Review Fee (4th and subsequent)	1.00	x \$200	= \$200	\$200	100%	\$200	100%	Per Hour		
12	Revisions	1.00	x \$200	= \$200	\$200	100%	\$200	100%	Per Hour		
13	After Hours Inspection (per hour) (2-hour minimum)	1.20	x \$200	= \$240	\$240	100%	\$240	100%	Per Hour	\$0	
14	Re-inspection Fee (2nd Time or More) (each)	1.00	x \$200	= \$200	\$100	50%	\$200	100%	Each		
15	Missed Inspection Fee	1.00	x \$200	= \$200	\$100	50%	\$200	100%	Each		
16	Expedited Services Fee				1.5x Regular Fee		1.5x Regular Fee		Fixed Fee		
17	Residential Landscape Review	1.00	x \$200	= \$200	Hourly Rate of Arborist		Hourly Rate of Arborist		Per Hour		
18	Technical Assistance/Third Party Review or Inspection				Actual Cost		Actual Cost		T & M		

[a] Use time and materials with initial deposit to be determined by City Engineer, based on anticipated scope of work.

[b] Encroachment agreement required in addition to insurance (e.g., parklets).

[c] Fee is subject to annual updates based on changes to the Consumer Price Index (CPI).