

Attachment 'B'

RESOLUTION NO. 23-___

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF KERMAN ADOPTING A
MASTER FEE SCHEDULE OF USER AND REGULATORY FEES AND CHARGES FOR
VARIOUS CITY SERVICES**

WHEREAS, user and regulatory fees are established by the City Council; and

WHEREAS, the City recently completed a study to identify the cost of providing various user and regulatory fees and charges (hereafter ClearSource Fee Study or Fee Study); and

WHEREAS, the Fee Study examined fee-related services provided by the City, the costs reasonably borne by the City in providing those services, the beneficiaries of those services, and the revenues produced by those paying fees and charges for special services; and

WHEREAS, the City Council hereby finds that the Fee Study provides adequate evidence to conclude that the revised fees do not exceed the cost to provide the services for which the fees are charged; and

WHEREAS, the City Council desires that annually the City Manager may update the fees based on the annual percentage change in the all-urban Consumer Price Index for Los Angeles-Long Beach-Anaheim, CA (CPI). If the CPI does not change or goes down in a given year, no change shall be made to the fee schedule that year unless a public hearing is held to consider amendment of fees; and

WHEREAS, in adopting this Resolution, the City Council is taking action only on those fees for the services, programs or products set forth in Exhibit 'A' which have been modified from prior resolutions of the City Council. The remaining fees that have not been modified from prior resolutions shall remain in full force and effect.

NOW, THEREFORE, the City Council of the City of Kerman resolves as follows:

Section 1. The foregoing recitals are true and correct and incorporated by reference.

Section 2. The City Council hereby adopts the fees, charges, and rates as set forth in Appendix A of the ClearSource Fees Study which is attached as Exhibit 'A' and incorporated by this reference.

Section 3. Annually the City Manager may update the fees based on the annual percentage change in the all-urban Consumer Price Index for Los Angeles Long Beach-Anaheim, CA (CPI). If the CPI does not change or goes down in a given year, no change shall be made to the fee schedule that year unless a public hearing is held by the City Council to consider amendment of fees.

Section 4. Any new or adjusted fees adopted by this Resolution shall go into effect July 1, 2023.

The foregoing resolution was introduced at a regular meeting of the City Council of the City of Kerman held on the 8th day of February 2023, and passed at said meeting by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

The foregoing resolution is hereby approved.

Maria Pacheco
Mayor

ATTEST:

Marci Reyes
City Clerk

Exhibit 'A'



Schedule of User and Regulatory Fees
Effective July 1, 2023

Table of Contents

Note: This Fee Schedule does not include all fees, rates, or charges that may be imposed by the City. Examples of excluded items include, but are not limited to, development impact fees, utility rates, and punitive fines and penalties.

FEE SCHEDULE	PAGE
Administrative Fees - City Clerk and Document Reproduction Fees	1
Administrative Fees - Finance Fees and Business License Tax	2
Animal Licensing and Regulation Fees	5
Building Fees	6
Code Enforcement Fees	14
Engineering - Grading Plan Review Fees	15
Engineering - Improvement Plan Review Fees	16
Planning Fees	17
Police Fees	20
Public Works - Encroachment Permit Fees	22
Public Works - Water Miscellaneous Services Fees	24
Public Works - Materials and CleanUp / Repair Fees	26
Recreation / Community Services - Program Fees	27
Recreation / Community Services - Parks and Facility Rental Rates and Charges	28
Recreation / Community Services - Kerman Community Center Rental Rates and Charges	29

City of Kerman

ADMINISTRATIVE FEES -CITY CLERK AND DOCUMENT REPRODUCTION FEES

Description	Fee	Charge Basis	Note
1 Hardcopy Records Request			
a) Black and White Copy - up to 8.5 x 14	\$0.10	per single sided page	
b) Black and White Copy - 11 x 17	\$0.15	per single sided page	
c) Color Copy - up to 8.5 x 14	\$0.20	per single sided page	
d) Color Copy - 11 x 17	\$0.25	per single sided page	
e) Oversized Sheets (Plans/Maps)	\$3.00	per single sided page	
2 Digital Media - Copies on City Supplied Device	\$10	per device	
3 Outside Printing / Preparation Services	Actual Cost		
4 Postage	Actual Cost		
5 Fax Fee	\$1	per page	
6 Candidate Nomination Filing Fee	\$25		
7 Requests Requiring Special Programming or Formatting	Actual hourly rate plus cost of digital devices		[a]

[a] This fee applies to the creation of a new document or information not normally prepared, owned, used or retained by the City as part of the conduct of the Public's business. Fee also includes cost of any digital devices used to provide requested information.

City of Kerman

ADMINISTRATIVE FEES - FINANCE FEES AND BUSINESS LICENSE TAX

Description	Fee	Charge Basis	Note
1 Business License Application Review Fee			
a) Physical Location within City Limits	\$150	Each	
b) Business Located Outside City Limits, Contractors without Physical Location within City Limits	\$75	Each	
c) Home Occupation	\$142	Each	
2 Returned Check Fee; ACH/EFT Return/Error	\$25	Each	
3 Charitable Solicitation Car Wash Permit Fee	\$20	Each	[a]
4 Utility Proof of Residency / Credit Reference Letter	\$10	Each	
5 Utility Billing Account History Report	\$10	Each	
6 Fireworks Permit	\$50	Per permit	
7 Yard Sale Permit Fee	\$10	Per permit	

[a] Fee is refundable with documentation of approved costs.

City of Kerman

ADMINISTRATIVE FEES - FINANCE FEES AND BUSINESS LICENSE TAX

Description	Fee / Tax	Charge Basis	Note
Business License Tax General			
1 Business License Tax			
a) Sole Proprietorship with No Employees	\$64.87		
b) 1-5 Employees	\$96.51		
c) 6-10 Employees	\$129.74		
d) 11 or More Employee	\$161.38		
Business License Tax Specific			
2 A - Public Dance			
a) without drinks or alcohol	\$23.73	per day	
b) with drinks or alcohol	\$31.64	per day	
3 B - Real Estate Broker	\$153.47	per year	
4 C - Card Tables, Card games, Cardroom			
a) Business Permit	\$808.48	per year	
b) Employee			
i) Initial Year	\$316.43	per year	
ii) Renewal	\$79.11	per year	
5 D - Auction Sales	\$647.10	per year	
6 E - Astrologer / Fortune Teller / Spiritualist / Hypnotist	\$80.69	per day	
7 F - Circus			
a) Acrobatic Performance	\$64.87	per day	
b) Jugglers / Magician / Rope Dancing	\$15.82	per show, per day	
8 G - Carnival Rides / Games / Food & Beverage Stands (Harvest Festival)	\$161.38	per day	
9 H - Special Event Permit without Full Time License	\$6.33	per day	
10 I - Trained Animals	\$36.39	per day	
11 J - Tent or Other Shows, Minstrels, Operatic or Concert Singers	\$129.74	per day	
12 K - Merry go Round / Horses Ride	\$23.73	per day	
13 L - Bankruptcy Stock	\$1,292.62	per year	
14 M - Retail or Wholesale by Phone	\$64.87	per year	
15 N - Itinerant Peddler, Solicitors and Photographers	\$163.00	per quarter	
16 Mobile Food Vendors	\$163.00	per quarter	
17 Apartments, Rental Housing, Multi-Family Housing, Mobile Home Parks - Four Units or More	\$7.00	per unit, per year	

City of Kerman

ADMINISTRATIVE FEES - FINANCE FEES AND BUSINESS LICENSE TAX

Description	Fee / Tax	Charge Basis	Note
Other			
18 State of California Fee (SB 1186)	\$4.00	per license	[a]
19 Late Fee (% of license amount)	10%	per month	

[a] Amount established by State of California. In the case of discrepancies, State amount shall supersede this schedule.

Note: See City of Kerman Municipal Code for detailed description of license categories. License fees identified in Sections A through M above shall, for each year after 1996, be increased by multiplying .8 times the Consumer Price Index ("CPI") for Los Angeles Urban Wage Earners and Clerical as determined on June 1st of the year just ended times the license fee for the year just ended.

City of Kerman

ANIMAL LICENSING AND REGULATION FEES

Description	Fee	Note
Dog License Fees		
1 Spayed or Neutered Dog		
a) One Year Option	\$15	
b) Two Year Option	\$20	
c) Three Year Option	\$30	
2 Nonspayed or Unneutered Dog		
a) One Year Option	\$30	
b) Two Year Option	\$40	
c) Three Year Option	\$60	
3 Delinquent Penalty	\$25	
4 Lost Tag Replacement	\$5	
5 Service Dog License	\$0	
Impound Fees		
6 Licensed Animal		
a) First Impound	\$25	
b) Second Impound	\$50	
c) Third Impound and Subsequent Impounds	\$75	
7 Unlicensed Animal		
a) First Impound	\$50	
b) Second Impound	\$100	
c) Third Impound and Subsequent Impounds	\$150	
8 Dangerous Animals		
a) First Impound	\$100	
b) Second Impound	\$200	
c) Third Impound and Subsequent Impounds	\$300	
9 Impound Fine for Nonspayed or Unneutered Animal		
a) First Impound	\$35	[a]
b) Second Impound	\$50	[a]
c) Third Impound and Subsequent Impounds	\$100	[a]
10 Care and Feeding Per Day		
a) Up to 100 lbs	\$15	
b) Over 100 lbs	\$25	
Owner Surrender Animals (Living or Dead)		
11 Delivered to Shelter	\$25	
12 Picked Up by Animal Control	\$50	

[a] Food and Agriculture Code Sections 30804.7 and 31751.7. These amounts are in addition to impound fees.

City of Kerman

BUILDING FEES

A. Fees for Commonly Requested and Minor Miscellaneous Building Permit Types. Fees shown in this section (Section A.) include all applicable inspection, and plan review fees. Additional permit processing fees apply. Additional fees may apply for services provided by other City Departments (e.g. Planning Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies.

Description	Fee	Note
1 HVAC Change-Out - Residential	\$80	
2 Water Heater Change-Out - Residential	\$60	
3 Re-Roof - Residential	\$120	
4 Line Repair - Sewer / Water / Gas	\$122	
5 Service Panel Upgrade - Residential	\$163	
6 Electric Vehicle Charger - Residential	\$163	
7 Battery Backup Storage - Residential	\$163	
8 Generator - Residential	\$163	
9 Residential Solar Photovoltaic System - Solar Permit		
a) 15kW or less	\$285	[a]
b) Above 15kW	\$450 base fee, plus \$15 per kW for each kW above 15kW	[a]
10 Commercial Solar Photovoltaic System - Solar Permit		
a) 50kW or less	\$1,000	[a]
b) 50kW – 250kW	\$1,000 base fee, plus \$7 per kW for each kW above 50kW up to 250kW	[a]
c) Above 250kW	\$2,400 base fee, plus \$5 per kW for each kW above 250 kW	[a]
11 Ground-Mount Solar - Residential		
a) 15kW or less	\$450	[a]
b) Above 15kW	\$450 base fee, plus \$15 per kW for each kW above 15kW	[a]
12 Demolition - Residential Single Family	\$163	
13 Demolition - Commercial	\$326	
14 Temporary Power Pole	\$122	
15 Swimming Pool/Spa - Residential	\$571	
16 Swimming Pool/Spa Equipment Change-out Only - Residential	\$163	
17 Swimming Pool Replaster - Residential	\$163	
18 Voluntary Seismic Retrofit - Residential	\$245	

City of Kerman

BUILDING FEES

A. Fees for Commonly Requested and Minor Miscellaneous Building Permit Types. Fees shown in this section (Section A.) include all applicable inspection, and plan review fees. Additional permit processing fees apply. Additional fees may apply for services provided by other City Departments (e.g. Planning Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies.

Description	Fee
19 Retaining Wall	
a) Wall Under 4' in Height from Bottom of Footing	\$326
b) Wall Over 4' in Height from Bottom of Footing	
i) Up to 100 LF	\$652
ii) Each Additional 100 LF	\$41
<hr/>	
20 CMU Wall	
a) Wall Under 6' in height	\$326
b) Wall Over 6' in height	
i) Up to 100 LF	\$652
ii) Each Additional 100 LF	\$41
<hr/>	
21 Window / Sliding Glass Door - Retrofit / Repair / Replacement	
a) Up to 5	\$163
b) Over 5	See Permit Fee Table

[a] Total fees shall not exceed amounts outlined in California Government Code 66015(a)(1).

City of Kerman

BUILDING FEES

Determination of Valuation for Fee-Setting Purposes

- Project valuations for new construction shall be based on building valuation as printed and published by the International Code Council as of February of the most recent publishing, including adjustment for RS Means location factor.
- Project valuations for general construction such as tenant improvements, and remodels shall be based on the total value of all construction work, including all finish work, roofing, electrical, plumbing, heating, air conditioning, elevators, fire-extinguishing systems and any other permanent equipment. If, in the opinion of the Building Official, the valuation is underestimated on the application, the permit shall be denied, unless the applicant can show detailed estimates to meet the approval of the Building Official.
- Final building permit valuation shall be set by the Building Official. The final building permit valuation shall be set at an amount that allows the City to recover its costs of applicant plan check, permit and inspection activities.

Note: For construction projects with permit fees calculated using Sections B, C, D, or E, additional fees apply for permit issuance. Additional fees may apply for services provided by other City Departments (e.g. Planning Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g. State of California). Additional fees apply for plan review, when applicable.

B. Permit Fee for New Buildings, Additions, Tenant Improvements, Residential Remodels, and Combined Mechanical, Electrical, and/or Plumbing Permits

Total Valuation	Permit Fee		
\$1 to \$2,000	\$163.00		
\$2,001 to \$25,000	\$163.00 for the first \$2,000	plus \$21.26 for each add'l \$1,000 or fraction thereof, to and including \$1,000	
\$25,001 to \$50,000	\$652.00 for the first \$25,000	plus \$13.04 for each add'l \$1,000 or fraction thereof, to and including \$1,000	
\$50,001 to \$100,000	\$978.00 for the first \$50,000	plus \$19.56 for each add'l \$1,000 or fraction thereof, to and including \$100,000	
\$100,001 to \$500,000	\$1,956.00 for the first \$100,000	plus \$6.52 for each add'l \$1,000 or fraction thereof, to and including \$500,000	
\$500,001 to \$1,000,000	\$4,564.00 for the first \$500,000	plus \$5.22 for each add'l \$1,000 or fraction thereof, to and including \$1,000,000	
\$1,000,001 and up	\$7,172.00 for the first \$1,000,000	plus \$3.65 for each additional \$1,000 or fraction thereof over \$1,000,000	

For permits for new construction, additions, tenant improvements or residential remodels requiring plumbing, electric, or mechanical review, the following percentages shall be added to the base permit fee

Plumbing inspection fees = Base permit fee x .10

Electrical inspection fees = Base permit fee x .10

Mechanical inspection fees = Base permit fee x .10

City of Kerman

BUILDING FEES

C. Permit Fee for Stand-Alone Mechanical Permit

Total Valuation		Permit Fee		
Up to \$2,000	\$163.00			
\$2,001 to \$4,000	\$163.00			
\$4,001 to \$10,000	\$244.50	for the first \$4,000	plus \$13.59	for each additional \$1,000 or fraction thereof over \$4,000
\$10,000 and up	\$326.00	for the first \$10,000	plus \$5.43	for each additional \$1,000 or fraction thereof over \$10,000

D. Permit Fee for Stand-Alone Plumbing Permit

Total Valuation		Permit Fee		
Up to \$2,000	\$163.00			
\$2,001 to \$4,000	\$163.00			
\$4,001 to \$10,000	\$244.50	for the first \$4,000	plus \$13.59	for each additional \$1,000 or fraction thereof over \$4,000
\$10,000 and up	\$326.00	for the first \$10,000	plus \$5.43	for each additional \$1,000 or fraction thereof over \$10,000

E. Permit Fee for Stand-Alone Electrical Permit

Total Valuation		Permit Fee		
Up to \$2,000	\$163.00			
\$2,001 to \$4,000	\$163.00			
\$4,001 to \$10,000	\$244.50	for the first \$4,000	plus \$13.59	for each additional \$1,000 or fraction thereof over \$4,000
\$10,000 and up	\$326.00	for the first \$10,000	plus \$5.43	for each additional \$1,000 or fraction thereof over \$10,000

City of Kerman

BUILDING FEES

F. Permit Fee for Stand-Alone or Combination Permits Not Identified Elsewhere in this Schedule

Note: For construction projects with permit fees calculated using Section F, additional fees apply for permit issuance. Additional fees may apply for services provided by other City Departments (e.g. Planning Review), Technology Enhancement Fees, and Fees Collected on Behalf of Other Agencies (e.g. State of California). Additional fees apply for plan review, when applicable.

Description	Fee	Charge Basis	Note
1 Stand-Alone or Combination Permit Fees (Alternative Calculation)			
a) One Inspection Required	\$82	per permit	
b) Two Inspections Required	\$163	per permit	
c) Three Inspections Required	\$245	per permit	
d) Four Inspections Required	\$326	per permit	
e) Each Additional Inspection	\$82	per permit	

City of Kerman

BUILDING FEES

G. Building Plan Review Fees

Description	Fee	Note
1 Building Plan Check Fees - Building		
a) Plan Review Fee, if applicable	75%	[a]
b) Expedited Plan Check (per hour, 2-hour minimum)	\$196	
c) Revision Application Fee (per hour) (1-hour minimum)	\$163	
d) Production Units / Lot Specific Units	20% of standard plan check fee	[b]
e) Alternate Methods and Materials Review (per hour)	\$163	
f) Excess Plan Review Fee (3rd and subsequent) (per hour)	\$163	
h) Deferred Plan Submittals (per hour, 2-hour minimum)	\$163	
2 Building Plan Check Fees - Planning (Fees Only Applied to Projects Requiring Review)		
a) Alterations/Additions - Residential	\$95	
b) New Construction - Single Family Residential	\$189	
c) New Construction - 2-4 Residential Units	\$189	
d) New Construction - 5+ Residential Units	\$378	
e) New Construction - Non-Residential	\$378	
f) Alterations/Additions - Non-Residential	\$95	

When applicable, plan check fees shall be paid at the time of application for a building permit.
The plan checking fee is in addition to the building permit fee

[a] Includes initial plan check, plus two back checks. The City will bill hourly for additional plan review required.

[b] For identical buildings built by the same builder on the same lot or in the same tract and for which building permits are issued at the same time. Note: Flop plans are not considered identical plans.

City of Kerman

BUILDING FEES

H. Other Fees

Description	Fee	Note
1 Permit Processing Fee	\$68	
4 Strong Motion Instrumentation (SMI) Fee Calculation		
a) Residential	\$0.50 or valuation x .00013	
b) Commercial	\$0.50 or valuation x .00028	
5 Building Standards (SB 1473) Fee Calculation (Valuation)		
a) \$1 - \$25,000	\$1	
b) \$25,001 - \$50,000	\$2	
c) \$50,001 - \$75,000	\$3	
d) \$75,001 - \$100,000	\$4	
e) Each Add'l \$25,000 or fraction thereof	Add \$1	
6 Temporary Certificate of Occupancy (per 30 Days)	\$245	
7 Permit Extension	\$163	
8 Permit Reactivation Fee		
a) Reactivation Fee if All Inspections Have Been Performed and Approved Up to But Not Including Final Inspection	\$163	
b) Reactivation Fee - All Other Scenarios		
i) Permit Expired Up to One Year	50% of Original Base Building Permit Fee	
ii) Permit Expired More than One Year	100% of Original Base Building Permit Fee	
9 Permit Reissuance Fee	\$82	
10 Damaged Building Survey (Fire, Flood, Vehicle Damage, Etc.)	\$245	
11 AB 838 Violation Fees		
a) Investigation resulting in Violations under AB 838 (per hour) (1-hour minimum)	\$163	
b) Inspection Report Production for Violations under AB 838 (per hour) (1-hour minimum)	\$163	
Other Fees		
12 Phased Inspection Fee (per inspection)	\$82	
13 After Hours Inspection (per hour) (2-hour minimum)	\$196	
14 Re-inspection Fee (as determined by City Building Official) (each)	\$82	[b]
15 Duplicate Copy of Permit	\$54	
16 Duplicate Copy of Certificate of Occupancy	\$27	
17 Construction and Demolition Waste Management Review Fee	\$163	
18 Fees for Services Not Listed in this Fee Schedule (per 1/2 hour)	\$82	

City of Kerman

BUILDING FEES

H. Other Fees

Description	Fee	Note
Violation Fees		
19 Investigation Fee For Work Done Without Permits (In addition to applicable permit fees)	equal to permit fee	

[b] Reinspection fee applies after the first re-inspection.

City of Kerman

CODE ENFORCEMENT FEES

Description	Fee	Note
1 Inspection / Re-Inspection		
a) First Inspection	No Charge	
b) Second Inspection to Verify Violation Corrected	No Charge	
c) Each Additional Inspection	\$70	
2 Abatement Warrant	\$250	
3 Serving Notice	\$70	
4 Lien Approval Fee	\$150	
5 Special Assessment Approval Fee	\$150	
6 Lien Release Fee	\$50	
7 Abandoned Property Registration & Monitoring Fee		
a) Registration Fee		
i) Initial	\$70	
ii) Renewal	\$70	
b) Monitoring Fee (per year)		
i) Initial	\$140	
ii) Renewal	\$140	
8 Rates for Services Not Listed Above		
a) Code Enforcement Personnel (per hour)	\$146	
b) Specialized Services Including, but not limited to, Attorney and Abatement Services	Actual Cost	

City of Kerman

ENGINEERING - GRADING PLAN REVIEW FEES *

Description	Initial Deposit or Minimum Fee	Unit	Note
PLAN REVIEW FEES			
1 Grading Plan Check			
a) Parcels under 1 acre over 50 CY	\$1,552	deposit	[a]
b) 1.00 - 5.00 acres			
i) First acre	\$1,552	deposit	[a]
ii) Each additional acre, or portion thereof up to 5 acres	\$194	deposit	[a]
c) 5.01 - 10.00 acres			
i) First 5.01 acres	\$2,328	deposit	[a]
ii) Each additional acre, or portion thereof up to 10 acres	\$194	deposit	[a]
d) Over 10 acres			
i) First 10.01 acres	\$3,298	deposit	[a]
ii) Each additional acre, or portion thereof	\$146	deposit	[a]
2 Permit Issuance - Onsite Construction / Grading	\$97	fee	
3 Extension of Time	\$97	fee	
4 Fee for Additional Services Required Due to Changes, Modifications, Additions, etc.	Actual Costs / T&M plus 15% admin fee	fee	
5 Fees for Services Not Listed In this Fee Schedule			
a) Hourly Rate of In-House Staff	\$194	per hour	
b) Contract Service Providers	Pass-through of Consultant Costs plus 15% admin fee		

[a] Amount shown is initial deposit.

*** See Planning and Engineering Fees for Tract, Street, and Other Fees**

Full Cost Deposits and Deposit Replenishment

Applicants for full cost (deposit-based) submittals shall pay for all City staff and contract service provider time and materials required to process the application. A full cost reimbursement agreement shall be included with the project application submittal package. Projects outside the scope of this fee schedule will be subject to a full cost reimbursement agreement to be approved by the City Manager and/or City Council. This reimbursement agreement will include the identification of a work program and will include cost estimates for both City staff time and consultant services based on a defined scope of work.

Full Cost Deposits and Deposit Replenishment

Initial deposits will be collected and held by the City in a deposit account at the time the application is submitted. Project billing amounts will be drawn from the deposit account. A positive account balance shall be maintained at all times during the review process. No work will be performed on a project with a negative fund balance. If the deposit is reduced to below 20% of the initial deposit amount, the applicant will be notified and required to supplement the deposit account with an additional amount no less than 50% of the original deposit.

Funds expended for staff time shall not be dependent upon the City's approval or disapproval of the application request. Any deposit amounts remaining after final project close out will be returned to applicant (less bond amounts held by the City).

As may be required for project evaluation or environmental review, all payment for consultant work shall be the responsibility of the applicant.

City of Kerman

ENGINEERING - IMPROVEMENT PLAN REVIEW FEES

Description	Fee	Unit	Note
1 Subdivision Map Engineering Plan Check & Inspection Cost of Improvements			
a) First \$50,000	10.00%	% of Engineer's Cost Estimate	[a]
b) \$50,001 to \$300,000	6.00%	% of Engineer's Cost Estimate	[a]
c) \$300,001 to \$700,000	4.00%	% of Engineer's Cost Estimate	[a]
d) Greater than \$700,000	2.50%	% of Engineer's Cost Estimate	[a]
2 Fee for Additional Services Required Due to Changes, Modifications, Additions, etc.	Actual Costs / T&M plus 15% admin fee		
3 Fees for Services Not Listed In this Fee Schedule			
a) Hourly Rate of In-House Staff	\$194	per hour	
b) Contract Service Providers	Pass-through of Consultant Costs plus 15% admin fee		

[a] Estimate of 25% of fee due at initial submittal. Amount shown is intended to serve as a reasonable estimate, however the City reserves the right to collect additional fees for work outside of typical scope. Fees are additive (e.g., For \$75,000 of improvements the fee is calculated as follows: For the first \$50,000 of improvements fee is 10% of engineer's cost estimate. For the next \$25,000 of improvements the fee is 6% of engineer's cost estimate).

As may be required for project evaluation or environmental review, all payment for consultant work shall be the responsibility of the applicant.

City of Kerman

PLANNING FEES

Description	Fixed Fee or Minimum Fee	Initial Deposit	Charge Basis	Note
Appeal				
1 Appeal				
a) Applicant Requested	\$2,000		Per Appeal to Each Hearing Body	
b) Non-Applicant Requested	\$3,780		Per Appeal to Each Hearing Body	
Annexation				
2 Annexation	\$10,000	\$10,000	Deposit with Minimum Fee	[a]
Use Permit				
3 Administrative Use Permit	\$1,890		Fixed Fee	[b]
4 Conditional Use Permit				
a) CUP - Minor - No New Construction	\$2,835		Fixed Fee	[b]
b) CUP - Major - New Construction	\$5,670		Fixed Fee	[b]
c) CUP - Alcohol with PCN Consideration	Base CUP fee plus 25%		Fixed Fee	[b]
d) CUP - Amendment	50% of current equivalent fee		Fixed Fee	[b]
e) CUP - Extension	\$425		Fixed Fee	[b]
5 Temporary Use Permit				
a) Temporary Use Permit (First Time Applicant)	\$319		Fixed Fee	[b]
b) Temporary Use Permit (Recurring Annual Event)	\$142		Fixed Fee	[b]
Environmental				
6 Categorical Exemption Review	\$189		Fixed Fee	
7 Recordation of Notice of Determination	\$189		Fixed Fee	
8 Negative Declaration	pass-through actual costs plus 15% city admin fee	\$10,000	T&M with initial deposit	
9 Mitigated Negative Declaration	pass-through actual costs plus 15% city admin fee	\$10,000	T&M with initial deposit	
10 Environmental Impact Report	pass-through actual costs plus 15% city admin fee	\$10,000	T&M with initial deposit	
General Plan Amendment / Specific Plan				
11 General Plan Amendment	\$7,500	\$7,500	Deposit with Minimum Fee	
12 Specific Plan				
a) Specific Plan	pass-through actual costs plus 15% city admin fee	\$10,000	T&M with initial deposit	
b) Specific Plan Amendment	pass-through actual costs plus 15% city admin fee	\$5,000	T&M with initial deposit	
Site Plan				
13 Site Plan Review				
a) Non-Residential				
i) Less than 1,200 sq. ft. (New Construction or Site	\$1,890		Fixed Fee	[b]
ii) +1,201 sq. ft. - 15,000 sq. ft. (Minor Construction)	\$7,088		Fixed Fee	[b]
iii) +15,001 sq. ft. (Major Construction)	\$11,340		Fixed Fee	[b]
b) Residential				
i) 1-4 Multi-Family Units	\$1,890		Fixed Fee	[b]
ii) 5-40 Multi-Family Units	\$7,088		Fixed Fee	[b]
iii) +41 Multi-Family Units	\$11,340		Fixed Fee	[b]
c) Site Plan Review - Amendment	50% of current equivalent fee			[b]
d) Site Plan Review - Extension	\$425		Fixed Fee	[b]

City of Kerman

PLANNING FEES

Description	Fixed Fee or Minimum Fee	Initial Deposit	Charge Basis	Note
Subdivisions				
14 Lot Line Adjustment	\$1,134		Fixed Fee	
15 Parcel Merger	\$1,134		Fixed Fee	
16 Parcel Map Waiver	\$1,134		Fixed Fee	
17 Certificate of Correction / Certificate of Compliance	\$567		Fixed Fee	
18 Tentative Parcel Map (4 lots or less)	\$2,268		Fixed Fee	
19 Tentative Parcel Map - Amendment	\$756		Fixed Fee	
20 Tentative Parcel Map - Extension	\$425		Fixed Fee	
21 Tentative Subdivision Map (5 lots or more)				
a) 100 Lots or Less	\$5,670		Fixed Fee	
b) More than 100 Lots				
i) Base Fee for the first 100 Lots	\$5,670		Fixed Fee	
ii) Per Lot Fee for each additional lot	\$24		Fixed Fee	
22 Tentative Subdivision Map - Amendment	\$2,268		Fixed Fee	
23 Tentative Subdivision Map - Extension	\$425		Fixed Fee	
24 Final Parcel Map (4 lots or less)	\$1,134		Fixed Fee	
25 Final Subdivision / Tract Map (5 lots or more)				
a) 100 Lots or Less	\$2,835		Fixed Fee	
b) More than 100 Lots				
i) Base Fee for the first 100 Lots	\$2,835		Fixed Fee	
ii) Per Lot Fee for each additional lot	\$12		Fixed Fee	
26 Planned /Smart Zone Development Plan Review	\$4,725		Fixed Fee	
27 Developer Agreement Preparation	\$7,500	\$7,500	Deposit with Minimum Fee	
Zoning				
28 Rezone/Prezone	\$7,500	\$7,500	Deposit with Minimum Fee	
29 Ordinance Text Amendment	\$5,000	\$5,000	Deposit with Minimum Fee	
30 Variance Review	\$2,835		Fixed Fee	
31 Minor Deviation	\$333		Fixed Fee	
32 Density Bonus	\$2,835		Fixed Fee	
33 Classification of Use	\$1,512		Fixed Fee	
34 Zoning Clearance Letter				
a) Basic Property Information	\$95		Fixed Fee	
b) Basic Property Information with Additional Research Required	\$375		Fixed Fee	
35 Home Occupation Permit	\$142		Fixed Fee	
Signs				
36 Temporary Sign Permit	No Charge		Fixed Fee	
37 Tenant Specific Sign Permit	\$218		Fixed Fee	
38 Master Sign Program	\$1,418		Fixed Fee	

City of Kerman

PLANNING FEES

Description	Fixed Fee or Minimum Fee	Initial Deposit	Charge Basis	Note
Miscellaneous				
39 Address Adjustment	\$284		Fixed Fee	
40 ADU / JADU Plan Review	\$151		Fixed Fee	
41 Removal of Deed Restriction on Real Property	\$189		Fixed Fee	
42 Fire Plan Review	determined by Fire District / City MOU and/or Fire District Fee Schedule			
Rate for Services Not Listed Above				
43 Rate for Services Not Listed Above				
a) Planning	\$189		Per Hour	
b) Contract Environmental Review, Planning, Peer Review, etc.	pass-through actual costs plus 15% city admin fee			
c) Specialized Attorney Review	pass-through actual costs			
d) Outside Agency Costs (e.g. Fire, other Governments)	pass-through actual costs			

[a] Amount shown is City fee only. Additional fees may apply for LAFCO, Department of Fish & Wildlife, County, etc..

[b] For applications received that include concurrent site plan review and use permit review, applicant shall pay 100% of the highest applicable review fee (use permit or site plan review fee) and 75% of the lower fee. Example: If concurrent application is received and base stand-alone fees are \$5,670 for use permit and \$7,088 for site plan review, the modified fee would be 100% of \$7,088, plus 75% of \$5,670.

Note: In addition to amounts shown above, applicant is responsible for any amounts due to outside agencies (e.g., LAFCO, Department of Fish & Wildlife, County).

Overview of Fee Structure

Fees may be either fixed fees, or deposits with a minimum fee amount due. When a fee is deposit-based, the City will collect the initial deposit and bill against that deposit. The minimum total amount charged for deposit-based fees shall be the amount shown in the fixed fee / minimum fee column.

Use of Full Cost Recovery with Minimum Amount Due

For fees collected using Full Cost Recovery with Minimum Amount Due, the City will provide an accounting of internal costs and other related costs (e.g. consultant, County, attorney, etc.), to support any amounts billed in excess of the minimum amount due.

City of Kerman

POLICE FEES

Description	Fee	Note
1 Fingerprinting fee		
a) Live Scan Rolling Fee	\$25	
b) Live Scan FBI Clearance	\$19	[a]
c) Live Scan DOJ Clearance	\$32	[a]
2 Fingerprinting fee - Hard Copy		
a) First Card	\$25	
b) Each Additional Card	\$5	
3 Records Check (e.g., Local Criminal History Check; Clearance Letter)	\$25	
4 Report Copy		
a) Traffic Collision Report	\$15	
b) Police Report	\$15	
5 Citation Sign-Offs		
a) Residents	Free	[b]
b) Non-Residents	\$10	[b]
6 Vehicle Release	\$150	
7 Repossessed Vehicle Fee	\$15	[c]
8 Property Storage Fee (per item/weapon)	\$30	
9 False Alarm Response (Per Calendar Year)		
a) First	No Charge	
b) Second	No Charge	
c) Third	\$50	
d) Fourth	\$100	
e) Fifth and Each Additional	\$150	
10 Noise Disturbance (Per Calendar Year)		
a) First	No Charge	
b) Second	No Charge	
c) Third	\$50	
d) Fourth	\$100	
e) Fifth and Each Additional	\$150	

City of Kerman

POLICE FEES

Description	Fee	Note
11 DUI Collision Cost Recovery (per hour)		
a) Non-Overtime		
i) Records Clerk	\$37	
ii) Records Manager	\$53	
iii) Community Services Officer	\$32	
iv) Police Officer	\$46	
v) Police Corporal	\$50	
vi) Police Sergeant	\$60	
vii) Police Lieutenant	\$74	
b) Overtime		
i) Records Clerk	\$49	
ii) Records Manager	\$70	
iii) Community Services Officer	\$43	
iv) Police Officer	\$61	
v) Police Corporal	\$67	
vi) Police Sergeant	\$80	
vii) Police Lieutenant	\$98	
12 Special Requests for Police Services (per hour)		
a) Non-Overtime		
i) Records Clerk	\$37	
ii) Records Manager	\$53	
iii) Community Services Officer	\$32	
iv) Police Officer	\$46	
v) Police Corporal	\$50	
vi) Police Sergeant	\$60	
vii) Police Lieutenant	\$74	
b) Overtime		
i) Records Clerk	\$49	
ii) Records Manager	\$70	
iii) Community Services Officer	\$43	
iv) Police Officer	\$61	
v) Police Corporal	\$67	
vi) Police Sergeant	\$80	
vii) Police Lieutenant	\$98	
13 Subpoena Response / Court Appearance	Maximum Amount Allowed by Law	

[a] Amounts established by other agencies. In the case of discrepancies, amounts adopted by other agencies (e.g., DOJ, FBI) shall supersede this schedule.

[b] Signoffs are processed for Kerman residents or citations issued by Kerman Police Department.

[c] Government Code 41612.

City of Kerman
PUBLIC WORKS FEES

Description	Fee	Initial Deposit	Fee Structure	Note
ENCROACHMENT PERMIT PROCESSING (Fees include plan check, permit issuance, and inspection fees)				
1 Utility Service Providers - Connection / Service / Repair up to 100 SF	\$300		Fixed Fee	
2 Catch Basin / Dry Well / Manhole / Vault / Concrete Pads / Pole Set or Removal (per location)	\$300		Fixed Fee	
3 Trenching/Excavation for Infrastructure Installation				
a) Bell Hole				
i) Application Review Fee	\$225		Fixed Fee	
ii) Permit and Inspection Fee (Greater of A or B)				
a) Minimum fee per location	\$450		Fixed Fee	
b) Fee per bore / pit / pothole	\$150		Fixed Fee	
b) Street / Trench Cut				
i) Application Review Fee	\$225		Fixed Fee	
ii) Permit and Inspection Fee (Greater of A or B)				
a) Minimum fee per location	\$450		Fixed Fee	
b) Fee Per 100 SF	\$150		Fixed Fee	
4 Driveway				
a) Residential				
i) First Approach	\$300		Fixed Fee	
ii) Each Additional Approach	\$150		Fixed Fee	
b) Commercial				
i) First Approach	\$600		Fixed Fee	
ii) Each Additional Approach	\$300		Fixed Fee	
5 Curb, Gutter, Sidewalk				
a) Residential	\$300		Fixed Fee	[a]
b) Commercial	\$600		Fixed Fee	[a]
6 Other General Temporary Encroachment Permit				[b]
a) For Work Expected to Last No More than Two Weeks				[b]
i) Base Fee - Up to Two Days	\$375		Fixed Fee	
ii) Each Additional Day	\$150		Fixed Fee	
b) For Work Expected to Last More than Two Weeks	\$1,500	\$1,500	Deposit with Minimum Fee	[b]
7 Agreement for Private Improvements In the Right-of-Way (Permanent Encroachment)	\$525		Fixed Fee	
OTHER				
8 Extension of Time (per extension, if not separately charged against deposit)	\$150		Fixed Fee	
9 Plan Revision (per revision, if not separately charged against deposit)	\$75		Fixed Fee	
10 Excess Plan Review (per hour, if not separately charged against deposit)	\$150		Fixed Fee	
11 Hourly Rate for Services Not Identified in this Schedule, Other Inspection,				
a) In-House Engineering / PW Staff	\$150		Per Hour	
b) Contract Service Support	Time & Mat'ls + 15%		Fixed Fee	
c) Attorney / Other Professional Services	Time & Mat'ls		Fixed Fee	
12 Failure to Restore Public Improvements as Required (per day)	\$150		Per Day	
13 Commencing Work Without a Permit or Work Different than Authorized by Permit	2x fees		Double fees	

City of Kerman
PUBLIC WORKS FEES

Description	Fee	Initial Deposit	Fee Structure	Note
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Overview of Fee Structure

Fees may be either fixed fees, deposits, or deposits with a minimum fee amount due. When a fee is deposit-based, the City will collect the initial deposit and bill against that deposit. The minimum total amount charged for deposit-based fees shall be the amount shown in the minimum fee column.

Full Cost Deposits and Deposit Replenishment

Applicants for full cost (deposit-based) submittals shall pay for all City staff and contract service provider time and materials required to process the application. A full cost reimbursement agreement shall be included with the project application submittal package. Projects outside the scope of this fee schedule will be subject to a full cost reimbursement agreement to be approved by the City Manager and/or City Council. This reimbursement agreement will include the identification of a work program and will include cost estimates for both City staff time and consultant services based on a defined scope of work.

Initial deposits will be collected and held by the City in a deposit account at the time the application is submitted. Project billing amounts will be drawn from the deposit account. A positive account balance shall be maintained at all times during the review process. No work will be performed on a project with a negative fund balance. If the deposit is reduced to below 20% of the initial deposit amount, the applicant will be notified and required to supplement the deposit account with an additional amount no less than 50% of the original deposit.

Funds expended for staff time shall not be dependent upon the City's approval or disapproval of the application request. Any deposit amounts remaining after final project close out will be returned to applicant (less bond amounts held by the City).

As may be required for project evaluation or environmental review, all payment for consultant work shall be the responsibility of the applicant.

Note: Deposit amounts listed are typical minimum amounts. The City reserves the right to request a different deposit (lower or higher) based on complexity of project or frequency of inspections needed.

[a] For combination driveway, curb, gutter, sidewalk permits to be inspected at same time, only use driveway permit for fee calculation.

[b] General encroachment work includes any activity within the public right of way. Fixed fee permit applies to typical utility work with standard WATCH manual traffic control. More complex work requiring additional plan check/traffic control, plan review, testing, and/or inspection, requires a deposit.

City of Kerman

PUBLIC WORKS FEES

Description	Fee	Note
1 Water - Miscellaneous		
a) Meter Testing	\$75	[a]
b) Cut Lock Fee	\$75	
2 Water Waste Fines		
a) Informational Notification	No Charge	
b) 1st Written Water Waste Notice	No Charge	
c) 2nd Written Water Waste Notice	\$25	
d) 3rd Written Water Waste Notice	\$50	
e) 4th Written Water Waste Notice	\$100	
f) 5th Written Water Waste Notice	\$200	
g) Subsequent Written Water Waste Notice	Disconnection	
3 Septic Tank Waste Disposal (cost per gallon)		
a) From Septic Tank Waste Within City Limits	\$0.10	
b) From Septic Tank Waste Outside City Limits	\$0.20	

[a] Test amount refundable if meter reading is found to be inaccurate.

City of Kerman

CONSTRUCTION WATER METER RENTAL

Description	Fee	Refundable Deposit	Charge Basis	Note
1 Construction Water Meter	\$150; plus the cost of total water usage per month	\$1,250	Each	[a];[b]

[a] See current utility rates for cost of water.

[b] In addition to fee amount shown, the City will collect a damage/late return deposit. The deposit is fully-refundable if meter is returned in good working order by end of rental period. If the hydrant meter is lost or stolen, the renter shall be responsible for the cost of a new replacement meter. Additionally, the City will bill \$15 per day against the deposit for each late return day and \$15 per day for each late reading call in day.

City of Kerman

PUBLIC WORKS FEES

Description	Fee	Charge Basis	Note
1 Dirt Purchase	\$45 plus \$1 per CY	per request	
2 Debris Clean-Up	\$98	per hour; 2-hour minimum	
3 Graffiti Clean-Up	\$98	per hour; 2-hour minimum	
4 Emergency Residential Tree-Trimming	\$98	per hour; 2-hour minimum	
5 Rates for Services Not Listed Above			
a) PW Encroachment Review	\$150	per hour; 1-hour minimum	
b) PW Utility Customer Service and City Maintenance Services	\$98	per hour; 1-hour minimum	

City of Kerman

RECREATION AND COMMUNITY SERVICES PROGRAM FEES

1 Youth Performing Arts			
a) Per Participant	\$50		
b) Late Fee	\$6		
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2 Summer Day Camp	\$3		per day
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3 Youth Sports			
a) Per Participant	\$50		
b) Late Fee	\$6		
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4 Swim Lessons			
a) Group	\$45		
b) Private	\$75		
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5 Recreation Swim			
a) 17 & Under	\$2.00		
b) 18 & Older	\$2.50		
c) Non-swimmer Entrance Fee	\$1.00		
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6 Pool Group Rental Rates			
a) 1 to 75	\$75		per hour
b) 76-100	\$85		per hour
c) 101-125	\$95		per hour
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City of Kerman

PARKS AND FACILITY RENTAL RATES AND CHARGES

1 Senior Center		
a) Meeting Rate	\$40	per hour
b) Banquet Rate	\$60	per hour
c) Deposit	\$150	deposit
2 Kerckhoff Park		
a) Scout Hut		
i) Daily Rate	\$225	daily rate
ii) Deposit	\$150	deposit
b) Picnic Shelter	\$55	daily rate
c) Coleman Field Use	\$85	daily rate; per field
d) Ball Field Lights		
i) Youth Leagues	\$10	per hour
ii) Adult Leagues	\$15	per hour
e) Dance Pavilion	\$225	daily rate
f) RV / Car Show / Vendor Event	\$400	daily rate
3 Lions Park		
a) Picnic Pavilion	\$110	daily rate
b) Athletic Field	\$85	daily rate; per field
4 Plaza Park		
a) Daily Rate (Non Profit)	\$40	daily rate
b) Private (Per approval of Director or Designee)	\$65	daily rate
5 Rotary Park		
a) Field Use	\$85	daily rate; per field
b) Ball Field Lights		
i) Youth Leagues	\$10	per hour
ii) Adult Leagues	\$15	per hour
c) Concession Stand	\$50	daily rate
d) Deposit	\$75	deposit
6 Trini's Park		
a) Picnic Shelter	\$55	daily rate
7 Additional Fees / Permits		
a) Alcohol Permit	\$20	
b) Dance Permit	\$20	
c) Bounce House Permit	\$25	

City of Kerman

KERMAN COMMUNITY CENTER RENTAL RATES AND CHARGES

Building Capacity						
Room	Room Dimensions	Square Footage	Theater	Reception	Dance (no seating)	Meeting / Classroom
Multi-Purpose	60' x 100'	6,000	450 Chairs	400 Guests	475 Attendees	200 Attendees
Central	40' x 60'	2,400	180 Chairs	150 Guests	300 Attendees	75 Attendees
North / South	30' x 60'	1,800	90 Chairs	80 Guests	N/A	40 Attendees

User Classifications
Resident - Residing within the 93630 Zip Code
Non-Resident - Residing outside of the 93630 Zip Code

Initial Deposit		
Description	Resident Rate	Non-Resident Rate
Rental Deposit	\$450	\$450

Rental Rates and Charges		
Description / Attendance	Resident Rate	Non-Resident Rate
1 Banquets / Receptions		
a) Private Events - (Rates listed below are for the first four hours)		
i) 1 - 80	\$460	\$575
ii) 81 - 150	\$560	\$760
iii) 151 - 220	\$635	\$785
iv) 221 - 300	\$700	\$860
v) 301 - 400	\$775	\$935
vi) Each Additional Hour	\$110	\$135
b) Non-Profit Events - (Rates listed below are for the first four hours)		
i) 1 - 80	\$400	\$515
ii) 81 - 150	\$450	\$565
iii) 151 - 220	\$500	\$615
iv) 221 - 300	\$550	\$665
v) 301 - 400	\$600	\$715
vi) Each Additional Hour	\$110	\$135
c) Additional Fees		
i) Kitchen Usage	\$275	\$275
ii) Decorating Time (2 hours)	\$75	\$75
iii) Extra Attendant Time (per hour)	\$40	\$40
iv) Alcohol Permit	\$20	\$20
v) Dance Permit	\$20	\$20

City of Kerman
KERMAN COMMUNITY CENTER RENTAL RATES AND CHARGES

Rental Rates and Charges		
Activity Description / Attendance	Resident Rate	Non-Resident Rate
2 Theater / Dance / Forum		
a) Public Events - (Rates listed below are for the first four hours)		
i) 1 - 80	\$310	\$395
ii) 81 - 150	\$310	\$395
iii) 151 - 220	\$335	\$425
iv) 221 - 300	\$360	\$455
v) 301 - 400	\$385	\$485
vi) Each Additional Hour	\$85	\$110
b) Non-Profit Events - (Rates listed below are for the first four hours)		
i) 1 - 80	\$220	\$300
ii) 81 - 150	\$250	\$330
iii) 151 - 220	\$280	\$330
iv) 221 - 300	\$310	\$390
v) 301 - 400	\$340	\$420
vi) Each Additional Hour	\$85	\$110
c) Additional Fees		
i) Kitchen Usage	\$275	\$275
ii) Decorating Time (2 hours)	\$100	\$100
iii) Extra Attendant Time (per hour)	\$40	\$40
iv) Alcohol Permit	\$20	\$20
v) Dance Permit	\$20	\$20

Rental Rates and Charges		
Activity Description / Attendance	Resident Rate	Non-Resident Rate
3 Meetings / Workshops / Conferences		
Rates listed below are for a minimum of 2 hours		
a) 1 - 49	\$65	\$65
b) 50 - 100	\$75	\$75
c) 101 - 200	\$85	\$85
d) Each Additional Hour	Charged at 50% of 2hr rate	Charged at 50% of 2hr rate

Rental Rates and Charges		
Activity Description / Attendance	Resident Rate	Non-Resident Rate
4 KUSD / Community Non-Profit Banquet / Funeral Flat Rate		
a) Banquet	\$400	\$400
b) Meeting (per hour)	\$38	\$38
c) Funeral	\$250	\$250
d) Service Club (per hour)	\$28	\$28