

# **FEES & CHARGES REPORT**

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**OFFICE OF THE  
CITY MANAGER**

# 2019-2020 PROPOSED FEES & CHARGES REPORT

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# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** David Sykes  
City Manager

**SUBJECT: 2019-2020 PROPOSED FEES AND  
CHARGES REPORT**

**DATE:** May 3, 2019

The 2019-2020 Proposed Fees and Charges Report documents the majority of the fees and charges accruing to the City’s General Fund and selected fees within other funds. This report does not, however, include a number of fees assessed by the City’s enterprise operations (e.g., Airport and Downtown Parking), as they are brought separately to the City Council for consideration.

Transportation Departments. Adjustments to the Development Fee Programs (Building, Fire, Planning, and Public Works) are proposed to better align the ongoing revenues and costs for these programs. Other recommended fee changes to maintain or adjust cost recovery levels, as well as to add or delete a limited number of fees, are described throughout this document.

The fees proposed in this document are assumed in the revenue estimates contained in the 2019-2020 Proposed Operating Budget. Cumulative departmental fees and charges for 2019-2020 are projected to generate revenue of approximately \$125.1 million, of which \$115.8 million would accrue to the General Fund. This overall collection level is \$5.6 million below the 2018-2019 Adopted Budget estimate level of \$130.7 million.

The cost recovery rate for the proposed fees designated as Category I (should be 100% cost recovery) is 83.5%, which is a decrease from the 86.7% cost recovery level for Category I fees in 2018-2019. The overall cost recovery rate falls below 100% due primarily to lower cost recovery rates for the Parks, Recreation, and Neighborhood Services Department, and for the development-related fees in the Planning, Building and Code Enforcement and Public Works Departments. However, when the use of the development fee program reserves (primarily works-in-progress funding) is factored in as a source of revenue, development-related fees are at the 100% cost recovery level.

This net decrease from 2018-2019 primarily reflects lower projected collections in the Housing, Public Works, and Police Departments, partially offset by higher estimated receipts in the Fire; Parks, Recreation and Neighborhood Services; Planning, Building and Code Enforcement; and

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The body of this report contains details, by responsible department, of the proposed fees and estimated costs for the services for which the fees are assessed. In developing the 2019-2020 fee structure, staff was guided primarily by the City Council’s policy direction to strive for 100% cost recovery for most fee-related programs. During the budget development process, all fee programs were reviewed to ensure that the amounts being assessed would remain competitive in the market, would not be too cost prohibitive, and would at least maintain current levels of cost recovery, with limited exceptions in this report.

Additional City Council direction was also followed, so that where appropriate, fees take into consideration approved exceptions to the City Council’s full cost recovery policy, as well as applicable State laws. The departments with an overall cost recovery level below 100% typically administer fee programs that the City Council has previously directed remain at less than cost recovery, generally in order to assure public access to services. Examples include fees for public records and youth recreation programs.

Highlights of the 2019-2020 Proposed Fees and Charges Report are provided on the following pages.

***DEVELOPMENT FEE PROGRAMS***

Development activity in 2018-2019 has remained robust with construction valuation projected to reach \$1.4 billion, compared to \$1.7 billion in 2017-2018. Although building levels have decreased compared to the extremely high 2017-

2018 levels, activity remains strong, with building permits being issued for several large, mixed use residential/commercial projects, such as The Carlyle and Park View Towers and hotel projects like Home2Suites by Hilton and Element Hotel at Coleman Highline, along with office projects like Platform 16 and the Adobe expansion. In addition, Planning Services is anticipating continued office entitlements and residential entitlements for multi-family projects, while the Accessory Dwelling Unit (ADU) code changes approved by Council in June 2018 have resulted in increases in ADU new construction in 2018-2019.

In December 2016, City Council accepted the *City of San José Development Services Cost Recovery Analysis, Process Improvements, Calculation of Unearned Revenues, and Refund Processing Report* (Report) and directed the administration to evaluate and bring forward recommendations through the 2017-2018 and 2018-2019 budget processes and other subsequent Council actions to implement, to the extent possible, the recommendations in the report. While a majority of the fee changes have already been implemented, the 2019-2020 Proposed Fees and Charges Report includes a limited number of additional changes, predominantly in the Public Works Development Fee Program.

***Planning, Building and Code Enforcement Department (Development Fees)***

For 2019-2020, the phased implementation of the fee models for the Building and Planning Development Fee Programs has

***DEVELOPMENT FEE PROGRAMS***

***Planning, Building and Code Enforcement Department  
(Development Fees) (Cont'd)***

been completed. Those changes included fee model updates and simplifications like shifting Building residential fees from units to square footage. It is estimated that the 2019-2020 Planning and Building development-related fee programs will collect revenues of \$41.9 million, reflecting a cost recovery rate of approximately 85.1%. To maintain a cost recovery rate of 100%, the use of the Development Fee Program Reserves in the Planning and Building Development Fee Programs is recommended.

The individual Planning and Building Fee Program actions are described in the following sections of this document and summarized below.

*Building Development Fee Program* – The Building Development Fee Program is projected to be at 83.3% cost recovery in 2019-2020 with a projected revenue estimate of \$33.8 million. The use of \$6.8 million from the Building Development Fee Program Reserve is recommended to balance this fee program (estimated remaining reserve of \$14.7 million is primarily for works-in-progress projects). With these actions, the Building Development Fee Program is expected to remain at 100% cost recovery.

Several budget actions are recommended in the 2019-2020 Proposed Budget, including the Integrated Permitting System (IPS) upgrade, which includes limit-dated positions through June 30, 2020 and non-personal/equipment funding for consultant services, computer upgrades, additional Building Development Fee staff to support development activity and improve service levels, technology support staffing for ongoing Development Services Partners support for existing systems, and staffing reallocations to align funding for positions with the work they will be performing. Additionally, for 2019-2020, the Building Division is proposing to increase each of its three hourly rates by 4% to account for increasing costs.

*Planning Development Fee Program* – The Planning Development Fee Program administers a variety of fees and charges that are related to the processing of development permit applications. During 2018-2019, Planning has experienced a level of applications and activity in the Permit Center comparable to the high levels in 2014-2015. This activity is anticipated to be sustained in 2019-2020.

The Planning Development Fee Program is projected to be at 93.3% cost recovery in 2019-2020 with a projected revenue estimate of \$8.1 million. The cost of the 2019-2020 budget proposals are covered by revenue from proposed fee increases (\$316,000) and the use of additional reserves (\$577,000). After accounting for these adjustments, a remaining Planning Development Fee Program Reserve of \$508,000 at the beginning of 2019-2020 is estimated, primarily for works-in-progress projects.

***DEVELOPMENT FEE PROGRAMS***

***Planning, Building and Code Enforcement Department  
(Development Fees) (Cont'd)***

The 2019-2020 Proposed Operating Budget includes proposals totaling \$822,000 for IPS staffing, staffing reallocations to align funding for positions with the work they will be performing in the Planning Fee Program, the addition of Planning Development Fee staff to support the anticipated workload, administration support for the department’s procurement requirements, technology support staffing for ongoing Development Services Partners support for existing systems, and operating systems license costs. The Planning Division is also proposing to increase fees to the Planning Hourly Rate (from \$280 per hour to \$291 per hour) to account for increasing costs, resulting in a fee increase to all Planning Development Fees of approximately 4%. The recommended fee changes are anticipated to generate additional fee revenue of \$1.3 million in Building and \$316,000 in Planning.

***Fire Department (Development Fees)***

The Fire Development Fee Program provides fire safety plan reviews and conducts inspections for construction projects submitted to the Planning, Building and Code Enforcement Department. The Development Fee Program activities also include issuance of fire system permits (sprinklers, fixed extinguishing systems, and fire alarm systems).

The 2019-2020 Base Budget revenue estimate assumes a steady level of building activity. The 2018-2019 projected revenues are tracking to meet the \$8.1 million revenue estimate. The projected revenues along with the use of a portion of the Fire Development Fee Program Reserve are sufficient to support the base program costs in 2018-2019. In the 2020-2024 Five-Year Forecast, it was assumed that the use of \$749,000 of the reserve would be necessary to balance this fee program in 2018-2019. In addition, expenditure budget actions totaling \$1.4 million are recommended in the 2019-2020 Proposed Budget, including the net addition of 3.41 positions to continue the implementation of the Integrated Permitting System and to improve operation organization and performance. To offset a portion of the additional cost, an overall rate increase of 4% is recommended and would generate an additional \$310,000. In total \$1.85 million of the Fire Development Fee Program Reserve will be used to balance this fee program and remain 100% cost recovery in 2019-2020. After accounting for these adjustments the 2019-2020 Fire Development Fee Program Reserve is anticipated to total \$5.4 million, which will be primarily needed for works-in progress projects.

***Public Works Department (Development Fees)***

The Public Works Department has two fee programs, the Development Fee Program and Utility Fee Program. The Development Fee Program is responsible for the collection of

***DEVELOPMENT FEE PROGRAMS***

***Public Works Department (Development Fees) (Cont'd)***

various fees associated with private development-related activities, such as planning application review, plan review and inspection of public improvements, review of subdivision maps, grading permits, and revocable encroachment permits. The Utility Fee Program issues utility excavation permits and encroachment permits to utility companies and other agencies.

Public Works development activity has recently been declining. As a result, Public Works Development fees are expected to generate \$7.6 million in 2019-2020, which is \$1.3 million below the 2018-2019 estimate. The 2019-2020 projected revenues, along with the use of a portion of the Public Works Fee Program Reserve (\$2.4 million) are sufficient to support the Development Fee Program, which operates on a 100% cost recovery basis.

The Utility Fee Program, which also operates on a 100% cost recovery basis, is expected to generate \$4.4 million in 2019-2020, which is \$400,000 above the original 2018-2019 estimated collection level of \$4.0 million. The 2019-2020 projected revenues, are sufficient to support the Utility Fee Program.

The addition of 2.0 positions is recommended to the Small Cell Program to support the delivery of the small cell permitting work. This cost is fully offset by increased revenue in 2019-2020.

***Transportation Department (Development Fees)***

Development fees administered by the Transportation Department are expected to generate approximately \$827,000 in 2019-2020. The Transportation Department is responsible for the collection of fees for various development-related activities such as: Development Review and Traffic Analysis, General Plan Amendment (GPA) Model Analysis, Tree Planting and Young Tree Trimming, New Subdivision Traffic Control Signs and Pavement Markings, Sale of Street Name Signs, and Signal Design/Review.

Fee adjustments for Development Plan reviews, Traffic Analysis Workslope reviews, and Improvement Plan reviews reflect increases to staff time required to deliver these services. The scope of review required has expanded to ensure conformity with the City's transportation policies including the Vehicle Miles Traveled traffic mitigation requirements that became effective in March 2018. Increases to development fees largely align with updated compensation, indirect and other costs, including supplies, materials, and equipment. Additionally, the 2019-2020 Proposed Operating Budget includes development fee proposals to make permanent a 0.5 Engineer II position to review new development proposals for traffic safety impacts and to add an Engineer II position, limit-dated to June 30, 2020, to review new transportation infrastructure associated with development proposals.

***OTHER FEE PROGRAMS***

***City Clerk***

The Office of the City Clerk is responsible for making all official City Council records and documents accessible to the public and conducting elections for the Mayor, City Council, and ballot measures. The Office also conducts special research and provides other services to the public, including notary, duplication, sale of publications and document copying, and Lobbyist Registration.

In 2019-2020, several fee changes are proposed to align fees with projected costs. These include upward and downward revisions based on an analysis of the amount of time necessary to provide the service, and updated costs. In this report, the Clerk’s Office has an estimated \$25,000 in fees for 2019-2020, reflecting a 100% cost recovery rate.

***Office of Economic Development***

The Office of Economic Development (OED) is responsible for administering the City’s Foreign Trade Alternative Site Framework (ASF) Zone, including processing applications, boundary modifications, and contract negotiations and extensions. OED is also responsible for the collection of fees related to Office of Cultural Affairs (OCA) activities, including wayfinding banners and various event and use permit fees to spur Downtown vibrancy and cultural development.

On June 19, 2018, the City Council approved an additional extension to the fee suspension of the Gated Event on Public Property Fee through June 30, 2020. The Gated Event on Public Property Fee was originally suspended by City Council on April 6, 2010 as a strategy to reduce charges to outdoor special event producers and promote outdoor special events that generate economic impact and cultural vibrancy for the City. The 5% gate fee revenue traditionally augments the Transient Occupancy Tax (TOT) based grant funds awarded through the Festival, Parade and Celebration (FPC) Grant Program administered by the OCA. The extension of this suspension will continue to reduce the amount of available funds in the FPC Grant Program. However, as a result of the suspension, signature San José events such as the San Jose Jazz Summer Fest, San Jose Juneteenth in the Park Festival, San Jose Pride, and Fountain Blues Festival were able to increase their revenue generation, which was critical to the continued success of these events.

***Environmental Services Department***

The Environmental Services Department administers two fee programs as part of the Integrated Waste Management Program: Source Reduction and Recycling Fees and Franchise Application Fees.

The exclusive franchise with Republic Services replaced the non-exclusive franchise system for most types of commercial garbage hauling, effective July 1, 2012. This fee is recommended to remain \$2.7 million in 2019-2020. Republic



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***OTHER FEE PROGRAMS***

***Environmental Services Department (Cont'd.)***

Services will retain \$300,000 for waste processing costs per the franchise agreement. The fee is included in the commercial service rates, the report for which is anticipated to be heard by the City Council on May 21, 2019.

The Waste Diversion Compliance Review Fee reflects the time and resources required to process the program's applications, and is recommended to remain \$110 per hour of review, to recover the costs associated with the personnel review service. The Franchise Application Fee is recommended to increase to from \$571 to \$611 per application for 2019-2020, to recover the costs associated with the personnel application review and processing services.

On December 11, 2018, the City Council adopted the Energy and Water Building Performance Ordinance. A fee intended to recoup costs associated with processing report submissions associated with this ordinance is proposed for 2019-2020, and will be established at \$150.00. This Report Submission Fee will be collected by the Finance Department and will be adjusted on an annual basis dependent upon the costs of the program.

***Finance Department***

The Finance Department is responsible for collecting, accounting, and monitoring the license and permit fees for

Christmas tree and pumpkin patch lots, circuses, carnivals, parades, and a number of miscellaneous fees. The Department is also responsible for collecting late charges related to the Integrated Waste Management (IWM).

For 2019-2020, adjustments to various fees are recommended based on projected activity levels and estimated staffing costs to deliver the fee-supported activities. These cost-recovery fees are projected to generate approximately \$170,000 in the General Fund.

Integrated Waste Management Late charges are projected to generate approximately \$477,000 in the Integrated Waste Management Fund. Estimated revenue from Solid Waste Delinquency fees, primarily associated with multi-family customers, decreased from the 2018-2019 Adopted Fees and Charges estimate of \$842,000 due to a combination of lower estimated late payment fees and lower administrative fee activity.

Additionally, the Neglected Vacant House (NVH) Lien Fee, which was first authorized in 2015-2016 but subsequently removed due to inactivity, is recommended to be reinstated. NVH lien fees have not been assessed since inception; however, the Planning, Building, and Code Enforcement department approved the future processing the Neglected Vacant House lien program in late 2018-2019.

***OTHER FEE PROGRAMS***

***Fire Department (Non-Development Fees)***

In 2019-2020 Fire Department’s Non-Development Fee Program base revenue estimate of \$5.3 million assumes a 1% increase from the 2018-2019 activity levels and are in line with the 2019-2020 base costs of \$5.3 million. Additional resources are recommended in this program in 2019-2020 to improve permitted occupancies re-inspection cycle times performance and the realignment of resources supporting this program. Additional revenue from a proposed 6.5% rate increase is also recommended to partially offset the additional costs bringing the program to 95.4% cost recovery.

***Housing Department***

The Housing Department administers the Rent Stabilization Program, and is responsible for the collection of Inclusionary Fees, Affordable Housing Impact Fee Program, Homebuyer Subordination Fees, and Multi-Family Fees.

The Rent Stabilization Program experienced many changes in 2016-2017 and 2017-2018 expanding the rights, protections, and services for the City’s residents. The program includes the Apartment Rent Ordinance, Tenant Protection Ordinance, the Mobilehome Ordinance, and the Ellis Act. The recommended changes increase the 2019-2020 fee level for rent controlled apartments from of \$77.30 per unit to \$85.04 per unit in 2018-2019. The recommended fee adjustments for non-rent controlled apartment units will increase the fee from \$6.20 to

\$8.76 to maintain cost recovery. The mobilehome unit fees are recommended to decrease from \$25.70 to \$24.24 as a result of reallocating resources to support the other Rent Stabilization Programs.

The Affordable Housing Impact Fee, was established at \$17 per square foot for rental-market developments. This fee has incrementally increased in accordance with the methodology outlined in the Inclusionary Ordinance. The fee is proposed to increase from \$17.83 to \$18.26 per square foot in 2019-2020.

The Inclusionary Housing Ordinance requires the City to establish an in lieu fee on an annual basis. In accordance with the methodology outlined in the Ordinance, the Housing Department has calculated the proposed in-lieu fee for 2019-2020 at \$192,946 per each for-sale Inclusionary Housing unit. Also, Council approved in December 19, 2017 a transition for for-rent developments 20 units or over from the Affordable Impact Fee Program to the Inclusionary Housing Ordinance. For 2019-2020, staff recommends maintaining the assessment for the for-rent developments at \$125,000 per unit. Further discussion on this can be found in the Housing Department’s schedule of fees and charges.

Recommended changes to existing fees pertaining to the management of the City’s Multi-Family Affordable Housing Loan Portfolio will align the fees with the cost of delivering the services.

***OTHER FEE PROGRAMS***

***Library Department***

The Library Department levies fines for overdue, lost, and damaged materials, and collects fees for various services such as community room rentals and providing materials through other library systems.

As directed in the Mayor’s June Budget Message for Fiscal Year 2018-2019 and approved by the City Council, the 2018-2019 budget eliminated late fines on youth materials on a one-time basis. The 2019-2020 Proposed Budget recommends continuing the fee elimination for an additional year (through June 30, 2020). As a result of the fee elimination, the library late fines revenue is anticipated to decrease from \$518,000 to \$250,000. The community Room Rental fee is recommended to increase from \$37 to \$40 per use up to four hours and from \$70 to \$80 per use over four hours in order to remain 100% cost recovery. With ongoing programs to reduce barriers to access, fine revenues have dropped significantly since 2016-2017 when fines were revised and Volunteer Away Your Fines (VAYF) and Read Away Your Fines (RAYF) programs were implemented. The department will continue to assess the ongoing impact of programs to reduce barriers to access.

***Parks, Recreation and Neighborhood Services Department***

The Parks, Recreation and Neighborhood Services Department (PRNS) collects a variety of fees and charges related to sports, sports fields and facilities, recreational

lessons and facilities, and admission charges for Happy Hollow Park & Zoo (HHPZ).

The Pricing and Revenue Policy that was first approved and implemented in 2009-2010 allows the City Manager, or his or her designee, to set PRNS user fees and pricing strategies in accordance with annual City Council-approved cost recovery percentage goals; thereby increasing PRNS’ ability to achieve cost recovery goals, ensure affordable access, and preserve existing services by decreasing PRNS’ dependence on the General Fund.

As part of the 2019-2020 Proposed Operating Budget, every revenue category was thoroughly examined and adjusted based on anticipated fee increases or proposed service augmentations, as necessary. As a result, the General Fund revenue estimate for 2019-2020 (\$23.0 million) reflects a 63.9% cost recovery rate and is 4.3 percentage points lower than the 2018-2019 rate of 68.2%. The lower cost recovery rate is due primarily to the partial year activation of Arcadia Ballpark. As this facility ramps up, the cost recovery rate is expected to improve. For 2019-2020, PRNS continues to balance cost recovery goals, the need to ensure access for residents, and sustainment of competitive pricing. The PRNS Department’s continued concerted efforts to market programs are contributing to the overall increased activity levels.

***OTHER FEE PROGRAMS***

***Planning, Building and Code Enforcement Department  
(Non-Development Fees)***

The Code Enforcement Division of the Planning, Building and Code Enforcement Department collects fees for multiple housing permits, solid waste enforcement, neglected/vacant building registration, landfill closure and post closure activities, auto body repair shop permits, auto dismantler permits, abandoned shopping cart program, and off-sale alcohol enforcement. The Code Enforcement Fee Category I Fees are projected to be 99.1% cost recovery in 2019-2020 with a revenue estimate of \$9.8 million. In 2019-2020 fee increases are recommended in the Code Enforcement Fee Program to maintain full cost recovery per City Council policy.

***Police Department***

In this fee program, fees are collected from the public and from other police agencies for services such as fingerprinting, computer searches, copying of public records, and releasing impounded vehicles. Certain businesses and activities are subject to regulation, and fees are charged to offset the costs for processing permits and licenses that accompany the regulatory process and to partially offset costs for related investigative work.

The 2019-2020 fees and charges revenue totals \$5.9 million, or 92.3% cost recovery rate. This fee level is down from 2018-

2019 fee revenue of \$6.9 million, and a 93.2% cost recovery rate. The drop in revenue primarily reflects lower receipts for Vehicle Impound Fees that were adjusted downwards as part of the 2018-2019 Mid-Year Budget Review based on a reevaluation of the time to process these permits as well as lower Cardroom Fee revenues based on updated cost information.

Upward and downward fee adjustments are recommended to align the fee revenues with the costs. The 2019-2020 Proposed Fees and Charges also includes the addition of a Massage Business Permit Renew Fee for \$896.00 per renewal. The new fee will recover the cost associated with accepting, completing, and investigating the information provided in the application; for conducting a thorough criminal background investigation of the business, owners, managers, and employees; a business premise inspection; and the issuance of the Massage Business Permit. Also included is the addition of the Massage Business Reinspection Fee for \$271.00 per reinspection. The Fee will recover the cost associated for the preparation and filing of in-office inspection paperwork, and the re-inspection of a massage business premise when the business has failed its initial site inspection.

***Public Works Department (Non-Development Fees)***

The Public Works Department is responsible for the collection of City Hall Use Fees, which include the Rotunda and mezzanine, outdoor plaza, and committee meeting rooms. In 2019-2020 City Hall Use Fees are anticipated to generate \$253,000, which represents a cost recovery rate of 32.3%.

***OTHER FEE PROGRAMS***

**Public Works Department (Non-Development Fees)**  
***(Cont'd.)***

In addition, the Department collects Animal Care and Service (ACS) fees related to animal permits, licenses, adoptions, and other animal shelter services. Category I ACS Fees include Animal Event Permit Fees, Animal Permit Fees, Inspection Fees, and Permit Application Fees. In 2019-2020 the Category I fees are anticipated to generate \$61,904, which represents an 95.8% cost recovery rate. Category II ACS Fees, which include Adoption Fees, Board and Impound Fees, Disposal/Euthanasia Fees, License Fees, Other Charges, Owner Surrender Fees, Quarantine Fees, and Spray/Neuter Clinic Fees, are estimated at \$2.3 million in 2019-2020, which reflects a cost recovery rate of 24.3%.

**Transportation Department (Non-Development Fees)**

The non-development fees administered by the Transportation Department are expected to generate approximately \$1.8 million in 2019-2020. Proposed increases to non-development fees align with updated compensation, indirect and other costs, including supplies, materials, and equipment. Non-development, Category I fees are largely expected to keep pace with projected costs, maintaining full cost recovery. Category II fees - Parking Citation Administration Fee, Sidewalk Repair Program fees, Tree Service Administrative Fee, and the Clean Air Vehicle Permit Fee - are expected to generate \$437,000, representing a projected recovery rate of

49.0%. More detail on these fees is provided in the Transportation Department section of this document.

***OTHER FEE REVISIONS***

As mentioned earlier, there are a number of fees that are not included in this document as they are brought forward separately to the City Council.

As described in the 2019-2020 Proposed Operating Budget, a 5% increase to Recycle Plus rates is programmed for both single-family and multi-family dwellings. The Proposed Budget assumes a 6.7% revenue increase to the Water Utility Fund to offset increased costs.

The Sewer Service and Use Charge rate is also programmed to increase 3.0% to allow for the continued rehabilitation and replacement of critical infrastructure and equipment at the Water Pollution Control Plant (Plant) and the sanitary sewer collection system. No increases to the Storm Sewer Service Charge rates are scheduled for 2019-2020; however, rates will be reassessed annually and any necessary increases will be brought forward for City Council consideration as part of the annual budget process.

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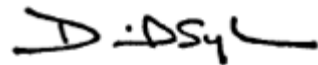
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***SUMMARY***

Proposed fees and fee revisions are presented in the following summaries and detailed in the departmental sections that form the body of this Report. The revenues that will result from the proposed fee adjustments are reflected in the 2019-2020 Proposed Operating Budget.

Notification to the public and interested parties of the proposed fee program changes was provided through various means, including meetings with interested stakeholders, and through distribution of this document to the City Clerk's Office. Specific notification efforts are described in each of the Departmental Impact Analysis Reports contained in this document.

The Proposed Fees and Charges Report was released on May 3, 2019, allowing for a minimum of 10 days for public review. Public input on fee proposals will be heard by the City Council at public hearings held on Tuesday, May 14, 2019, at 1:30 p.m. and Monday, June 10, 2019, at 6:00 p.m. in the Council Chambers.



David Sykes  
City Manager

# SUMMARIES

## 2019-2020 FEES AND CHARGES REPORT DEPARTMENT FEES AND CHARGES SUMMARY

	2018-2019 ADOPTED BUDGET				2019-2020 PROPOSED BUDGET			
	Estimated Cost	Estimated Revenue	% Cost Recovery	Estimated Cost	WITH CURRENT FEE		WITH PROPOSED FEE	
					Estimated Revenue	% Cost Recovery	Estimated Revenue	% Cost Recovery
<b>Category I - (Fees Which Should Be Cost Recovery)</b>								
City Clerk	52,000	52,000	100.0%	25,000	25,000	100%	25,000	100.0%
Environmental Services	571	571	100.0%	477,053	571	.1%	333,161	69.8%
Finance	135,645	134,684	99.3%	169,952	156,517	92.1%	169,725	99.9%
Fire	8,742,822	8,100,000	92.6%	10,264,884	8,100,000	78.9%	8,410,021	81.9%
Housing	6,283,071	6,278,832	99.9%	4,787,394	4,868,832	101.7%	4,786,683	100.0%
Library	38,452	38,000	98.8%	39,000	38,000	97.4%	39,000	100.0%
Parks, Recreation & Neighborhood Services	30,372,937	21,138,133	69.6%	32,112,450	21,290,623	66.3%	21,956,144	68.4%
Planning, Building & Code Enforcement	59,077,218	53,143,382	90.0%	63,006,418	51,682,319	82.0%	55,002,511	87.3%
Police	7,393,743	6,894,356	93.2%	6,337,236	6,031,001	95.2%	5,850,261	92.3%
Public Works	14,956,663	14,358,366	96.0%	13,386,031	11,711,841	87.5%	12,094,430	90.4%
Transportation	1,377,379	1,269,400	92.2%	2,162,058	2,324,680	107.5%	2,149,744	99.4%
<b>Total Category I:</b>	<b>128,430,501</b>	<b>111,407,724</b>	<b>86.7%</b>	<b>132,767,476</b>	<b>106,229,384</b>	<b>80.0%</b>	<b>110,816,680</b>	<b>83.5%</b>
<b>Category II - (Fees Which May Be Less Than or More Than Cost Recovery)</b>								
Economic Development	18,493	15,140	81.9%	31,835	26,745	84.0%	26,745	84.0%
Environmental Services	3,974,079	3,480,000	87.6%	5,418,649	3,480,000	64.2%	3,480,000	64.2%
Finance	141,803	841,950	593.7%	27,203	478,063	1,757.4%	477,375	1,754.9%
Fire	5,172,581	5,170,000	100.0%	5,864,482	5,250,000	89.5%	5,592,543	95.4%
Housing	5,000,000	5,000,000	100.0%					
Library	286,178	281,000	98.2%	344,785	532,200	154.4%	264,200	76.6%
Parks, Recreation & Neighborhood Services	1,989,726	1,267,000	63.7%	3,913,700	1,375,000	35.1%	1,375,000	35.1%
Planning, Building & Code Enforcement	12,600	126,000	1,000.0%	14,500	126,000	869.0%	126,000	869.0%
Public Works	8,515,920	2,703,698	31.7%	10,024,267	2,489,383	24.8%	2,500,383	24.9%
Transportation	837,719	411,000	49.1%	892,138	434,400	48.7%	437,000	49.0%
<b>Total Category II:</b>	<b>25,949,099</b>	<b>19,295,788</b>	<b>74.4%</b>	<b>26,531,559</b>	<b>14,191,791</b>	<b>53.5%</b>	<b>14,279,246</b>	<b>53.8%</b>
<b>TOTAL CATEGORY I AND CATEGORY II:</b>	<b>154,379,600</b>	<b>130,703,512</b>	<b>84.7%</b>	<b>159,299,035</b>	<b>120,421,175</b>	<b>75.6%</b>	<b>125,095,926</b>	<b>78.5%</b>
<b>TOTAL GENERAL FUND</b>	<b>138,783,048</b>	<b>114,604,219</b>		<b>148,824,133</b>	<b>111,063,354</b>		<b>115,819,112</b>	
<b>TOTAL NON-GENERAL FUND</b>	<b>15,596,552</b>	<b>16,099,293</b>		<b>10,474,902</b>	<b>9,357,821</b>		<b>9,276,814</b>	



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**2019-2020 FEES AND CHARGES REPORT**  
**LIST OF FEE PROGRAMS BY DEPARTMENT/COST RECOVERY CATEGORY**

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**Category I: Fees Which Should Be Cost Recovery**

**Category II: Fees Which May Be Less Than or More Than Cost Recovery**

**CITY CLERK**

**Category I**

1. Candidate Ballot Statements
2. Duplicating Services
3. Lobbyist Registration
4. Sale of Publications and Document Copying
5. Special Research/Services
6. Document Delivery
7. Document Scanning
8. Duplication Services
9. Electronic Media
10. Publications

**Category II**

1. Initiative Petition Filing
2. Local Candidate Election Filing
3. Notary Public Services
4. Political Reform Act

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**ECONOMIC DEVELOPMENT**

**Category II**

1. Foreign Trade Alternative Site Framework Zone
  2. Gated Event on Public Property
  3. Parque de los Pobladores (also known as Gore Park) Use Permit
  4. Paseo/Plaza Use Permit
  5. Permit Cancellation
  6. Private Property Event Permit
  7. Wayfinding Banner Application
- 

**ENVIRONMENTAL SERVICES**

**Category I**

1. Franchise Application Fees
2. Energy and Water Building Performance Ordinance
3. Miscellaneous Fees

**Category II**

1. Source Reduction and Recycling

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**FINANCE**

**Category I**

1. Business Tax Special Reports
2. Circus/Carnival/Parade
3. Collection Fee
4. Handbill Distributors
5. Lien Activities
6. Returned Check Fee
7. Sale of Publications
8. Sales

**Category II**

1. Solid Waste Delinquencies
  2. Municipal Water Collection Fees
- 

**FIRE**

**Category I**

1. Engineering Installation, Removal, or Alteration Permits
2. HAZMAT Installation, Removal, or Alteration Permits
3. Hourly Rate

**2019-2020 FEES AND CHARGES REPORT**  
**LIST OF FEE PROGRAMS BY DEPARTMENT/COST RECOVERY CATEGORY**

---

**Category I: Fees Which Should Be Cost Recovery**

**Category II: Fees Which May Be Less Than or More Than Cost Recovery**

**FIRE**

**Category I**

4. Inspector Activity Fees
5. Late Charges
6. Miscellaneous Fees
7. Plan Review Fees
8. Record Retention Fee
9. Miscellaneous Fees

**Category II**

1. Annual Renewable Operating Permits
2. Arson Restitution
3. Fire Safety Non-Renewable Permits
4. Hourly Rate
5. Inspector Activity Fees
6. Late Charges
7. Record Retention Fee

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**HOUSING**

**Category I**

1. Affordable Housing Compliance Fee Program
2. Affordable Housing Impact Fee Program
3. Housing Impact Fee Program - Pipeline Annual Fee
4. Inclusionary In-Lieu Fees
5. Rental Rights and Referrals Program
6. Homebuyer Subordination Fee
7. Miscellaneous Fees
8. Multi-Family Affordable Restriction Monitoring Fee
9. Multi-Family Loan Conversion Fee
10. Multi-Family Loan Origination Fee

**HOUSING**

**Category I**

11. Multi-Family Loan Payoff Processing Fee
12. Multi-Family Loan Recapitalization Fee
13. Multi-Family Loan Refinance Fee
14. Multi-Family Loan Servicing Fee
15. Multi-Family Project Owner Transfer Fee
16. Multi-Family Project Restructuring Fee
17. Single-Family Loan Payoff Fee
18. Supplemental Document Processing Fee
19. Rent Stabilization Program
20. Affordable Housing Compliance Fee Program
21. Inclusionary Housing Ordinance (In-Lieu) Fees

**Category II**

1. Inclusionary Fees
2. Rental Mediation Penalty: Apartments
3. Rental Mediation Penalty: Mobile Homes
4. Inclusionary Housing Policy Fees
5. Rental Mediation Penalty: Apartments
6. Rental Mediation Penalty: Mobile Homes

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**LIBRARY**

**Category I**

1. Community Room Rental
2. Filming on City Premises (Branch Libraries)

**Category II**

1. Library Consulting - San José Way
2. Library Printing Fees

**2019-2020 FEES AND CHARGES REPORT**  
**LIST OF FEE PROGRAMS BY DEPARTMENT/COST RECOVERY CATEGORY**

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**Category I: Fees Which Should Be Cost Recovery**

**Category II: Fees Which May Be Less Than or More Than Cost Recovery**

**LIBRARY**

**PLANNING, BUILDING & CODE ENFORCEMENT**

**Category II**

- 3. Library Specialized Collections
- 4. Fines

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**PARKS, RECREATION & NEIGHBORHOOD SERVICES**

**Category I**

- 1. Family Camp
- 2. Concessions
- 3. Fee Classes/Activities
- 4. Surcharges - Admin Fees
- 5. Park Permits
- 6. Happy Hollow Park & Zoo
- 7. Rentals and Reservations
- 8. Lake Cunningham Action Sports Park

**Category II**

- 1. Lake Cunningham - Parking
- 2. Anti-Graffiti (Public Property)
- 3. Aquatics
- 4. Parking
- 5. Fitness and Drop-In Programs
- 6. Arcadia Ballpark

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**PLANNING, BUILDING & CODE ENFORCEMENT**

**Category I**

- 1. Annexations
- 2. Conditional Use Permits
- 3. Conventional Prezonings/Rezoning

**Category I**

- 4. Deficiency Plan Processing Fee
- 5. Deficiency Plan Reuse Fee
- 6. Environmental Clearance
- 7. General Plan Amendments
- 8. Hourly Rate for Planning Services without Designated Fee
- 9. Liquor License Exception Permit Fee
- 10. Miscellaneous Permits/Fees
- 11. Outside Agency Pass-Through Charges
- 12. Planned Development (PD) Permits
- 13. Planned Development (PD) Prezonings/Rezoning
- 14. Preliminary Review Fee
- 15. Public Information Services
- 16. Public Noticing
- 17. Record Retention/Microfilming
- 18. Sale of Publications and Photocopies
- 19. Single Family House Permit
- 20. Site Development Permits
- 21. Special Use Permit (SUP)
- 22. Specific Plan Reimbursement
- 23. Street Renaming Fee
- 24. Tentative Map
- 25. Tree Removal Permit
- 26. Urban Design Review Pass Through Fee
- 27. Williamson Act
- 28. Addressing Fee
- 29. Building Permits
- 30. Building Plan Checking
- 31. Compliance Reports

**2019-2020 FEES AND CHARGES REPORT**  
**LIST OF FEE PROGRAMS BY DEPARTMENT/COST RECOVERY CATEGORY**

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**Category I: Fees Which Should Be Cost Recovery**

**Category II: Fees Which May Be Less Than or More Than Cost Recovery**

**PLANNING, BUILDING & CODE ENFORCEMENT**

**Category I**

32. Document Research Fee
33. Electrical Permits
34. Mechanical Permits
35. Minimum Fees
36. Plumbing Permits
37. Publications and Photocopies Charges
38. Record Retention/Microfilming
39. Rough Framing Fee
40. Special Inspections and Services
41. Temporary Certificate of Occupancy
42. Abandoned Cart Program
43. Auto Body Repair Shop Permit
44. Auto Body, Repair and Dismantler Facility Reinspection Permit
45. Automobile Dismantler Permit
46. Building Code Compliance Program
47. Code Enforcement Inspector Rate
48. Environmental Inspector Rate
49. General Code Program
50. Landfill Closure and Post Closure Fees
51. Multiple Housing Program Permits (Triplex and Above)
52. Neglected/Vacant Building/Storefront Program
53. Off-Sale Alcohol Enforcement Program
54. Solid Waste Enforcement Fee
55. Tobacco Retail Program
56. Citywide Planning Fee

**Category II**

1. Multiple Housing Permit Penalties and Interest
2. Off-Sale Alcohol Enforcement Permit Penalties and Interest

**PLANNING, BUILDING & CODE ENFORCEMENT**

**Category II**

3. Tobacco Retail Permit Penalties and Interest

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**POLICE**

**Category I**

1. Fingerprinting
2. Photographs
3. Public Records/Tapes
4. Repossessed Vehicles
5. Special Services
6. Tow Service Dispatch
7. Vehicle Impound
8. Visa Clearance Letters
9. Amusement Devices
10. Bingo
11. Cannabis Fees
12. Cardrooms
13. Concealable Firearms
14. Crime Prevention Through Environmental Design
15. Disturbance
16. Event Promoter Permit
17. Funeral Escort
18. Gaming Permit Registration - Non-Profit Fundraisers
19. Ice Cream Vendor
20. Massage Parlors
21. Miscellaneous Permits/Fees
22. Parade
23. Pawnbrokers/Secondhand Dealers

**2019-2020 FEES AND CHARGES REPORT**  
**LIST OF FEE PROGRAMS BY DEPARTMENT/COST RECOVERY CATEGORY**

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**Category I: Fees Which Should Be Cost Recovery**

**Category II: Fees Which May Be Less Than or More Than Cost Recovery**

**POLICE**

**PUBLIC WORKS**

**Category I**

- 24. Peddler
- 25. Peep Show Establishment
- 26. Periodicals Canvasser
- 27. Pool/Billiard Room
- 28. Public Dance Hall
- 29. Public Entertainment
- 30. Sales
- 31. Secondary Employment
- 32. Street Closing
- 33. Taxicab
- 34. Tow Car

**Category II**

- 1. Police Recruit Academy Fee

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**PUBLIC WORKS**

**Category I**

- 1. PL01: Environmental Clearance
- 2. PL02: Flood Review of Planning Application
- 3. PL03: NPDES (C.3 Requirements)
- 4. PL04: Zoning (Conventional)
- 5. PL05: PD Zoning (PDC)
- 6. PL06: PD Permit (PD)
- 7. PL07: Preliminary Review
- 8. PL08: Site Development/Conditional Use/Special Use
- 9. PL09: Special Permits
- 10. PL10: Tentative Map (T/PT)

**Category I**

- 11. PL11: General Plan Amendments
- 12. PL12: Sanitary Sewer Model Analysis
- 13. PL13: Streamside Protection
- 14. PL14: Traffic Analysis
- 15. PW01: Record Retention Fee
- 16. PW02: Benchmark System Maintenance
- 17. PW03: Encroachment: Private Utility Permits
- 18. PW04: Encroachment: Revocable Permits
- 19. PW05: Special (Assessment) District Fees - Segregation Map Review
- 20. PW06: Engineering & Inspection - Public and Landscape
- 21. PW07: Engineering & Inspection - Private/Extension/Multiple Reviews/Plan Revisions
- 22. PW08: Grading/NPDES (C.3)/Drainage/Stormwater
- 23. PW09: Grading: Erosion Control
- 24. PW10: Geologic Hazard Zone - Investigation
- 25. PW11: Geologic Hazard Zone - Application
- 26. PW12: Geologic Hazard Zone - Assessment
- 27. PW13: Geologic Hazard Zone - Study Area (SGHSA)
- 28. PW14: Hazard Zone Clearance: Seismic Hazard Report
- 29. PW15: Hazard Zone Clearance: Flood Zone
- 30. PW16: Mapping and Vacations/Abandonments
- 31. PW17: Materials Testing Laboratory
- 32. PW18: Miscellaneous Permits
- 33. PW19: Miscellaneous Fees & Charges
- 34. PW20: Sewer Lateral Permits
- 35. PW21: Streetlights/Traffic
- 36. PW22: USA Locating: Non-Residential
- 37. PW23: USA Locating: Residential

**2019-2020 FEES AND CHARGES REPORT**  
**LIST OF FEE PROGRAMS BY DEPARTMENT/COST RECOVERY CATEGORY**

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**Category I: Fees Which Should Be Cost Recovery**

**Category II: Fees Which May Be Less Than or More Than Cost Recovery**

**PUBLIC WORKS**

**TRANSPORTATION**

**Category I**

- 38. PW24: Sale of Fire Hydrants
- 39. Utility Excavation Permits
- 40. Inter-Agency Encroachment Permit
- 41. Geographic Information Systems
- 42. Animal Event Permit Fees
- 43. Animal Permit Fees
- 44. Inspection Fees
- 45. Permit Application Fees

**Category II**

- 1. Adoption Fees
  - 2. Board and Impound Fees
  - 3. Disposal/Euthanasia Fees
  - 4. License Fees
  - 5. Other Charges
  - 6. Owner Surrender Fees
  - 7. Quarantine Fees
  - 8. Spay/Neuter Clinic Fees
  - 9. Application Fees
  - 10. Cancellation Charges
  - 11. Catering Fees
  - 12. Cleaning/Damage Deposits
  - 13. Indoor Meetings/Events (Non-Profit & Government)
  - 14. Indoor Meetings/Events (Other Users)
  - 15. Other Fees and Charges
  - 16. Outdoor Meetings/Events
- 

**Category I**

- 1. Development Review and Traffic Analysis Permits
- 2. Freight Loading Zone Permits
- 3. General Plan Amendment (GPA) Model Analysis
- 4. House Moving Escort
- 5. Micro Mobility
- 6. Miscellaneous Fees and Charges
- 7. New Subdivision Pavement Markings
- 8. New Subdivision Traffic Control Signs
- 9. Residential Permit Parking
- 10. Sale of Street Name Signs
- 11. Signal Design/Review
- 12. Taxi Stand Rental
- 13. Traffic Operations
- 14. Young Tree Trimming in Subdivisions
- 15. Clean Air Vehicle Permit
- 16. Meter Hood Rental
- 17. Side Sewer Installation

**Category II**

- 1. Parking Citation Administration Fee
  - 2. Sidewalk Repair Program
  - 3. Sidewalk Repair Program Penalties
  - 4. Tree Service Administrative Fee
-

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>City Clerk</u></b>			
<b>Document Delivery</b>			
- Faxing	2015-2016	\$1.64 for first page, \$0.06 per additional page	\$1.88 for first page, \$0.08 per additional page
<b>Document Scanning</b>			
- All sizes, color, and black & white	2016-2017	\$0.23 for first page, \$0.05 per additional page + electronic media cost	\$0.32 for first page, \$0.06 per additional page + electronic media cost
<b>Duplicating Services</b>			
- Audio Recording	2018-2019	\$9.00 each + electronic media cost	\$10.80 each + electronic media cost
- Video Recording	2018-2019	\$22.50 each + electronic media cost	\$27.00 each + electronic media cost
<b>Duplication Services</b>			
- Black & White 11 x 17	2016-2017	\$0.07 per page	\$0.09 per page
- Black & White 8.5 x 11	2016-2017	\$0.06 per page	\$0.08 per page
- Black & White 8.5 x 14	2016-2017	\$0.06 per page	\$0.11 per page
- Color 11 x 17	2016-2017	\$0.13 per page	\$0.15 per page
- Color 8.5 x 11	2016-2017	\$0.12 per page	\$0.14 per page
- Color 8.5 x 14	2016-2017	\$0.12 per page	\$0.17 per page
<b>Electronic Media</b>			
- 16 GB Thumb Drive	2016-2017	\$9.71	\$9.71 + per page Document Scanning Fee
- 32 GB Thumb Drive	2016-2017	\$16.05	\$16.05 + per page Document Scanning Fee
- 8 GB Thumb Drive	2016-2017	\$6.78	\$6.78 + per page Document Scanning Fee
- CD/DVD	2016-2017	\$0.50	\$0.50 + per page Document Scanning Fee
<b>Lobbyist Registration</b>			
- Client Fee	2018-2019	\$83.65 per client	\$81.75 per client
- Lobbyist Registration	2018-2019	\$245.25 per registrant	\$241.50 per registrant
- Prorated Registration Fee	2018-2019	\$122.63 per 1/2 year or less	\$120.75 per 1/2 year or less
<b>Sale of Publications and Document Copying</b>			
- Agenda Subscriptions - City Council	2018-2019	\$94.40 per year + duplication services/electronic media costs	\$108.80 per year + duplication services/electronic media costs
- Agenda Subscriptions - Planning Commission	2018-2019	\$28.30 per year + duplication services/electronic media costs	\$32.65 per year + duplication services/electronic media costs
- Agenda Subscriptions - Planning Director Hearing	2018-2019	\$33.00 per year + duplication services/electronic media costs	\$38.05 per year + duplication services/electronic media costs



## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>City Clerk</u></b>			
<b>Sale of Publications and Document Copying</b>			
- City Charter	2018-2019	\$7.85 + duplication services/electronic media costs	\$9.05 + duplication services/electronic media costs
- Document Certification	2018-2019	\$12.20 per certification + duplication services	\$12.05 per certification + duplication services
<b>Special Research/Services</b>			
- Special Research/Services	2018-2019	\$146.75 per hour + duplication services/electronic media costs	\$144.65 per hour + duplication services/electronic media costs
<b><u>Economic Development</u></b>			
No changes			
<b><u>Environmental Services</u></b>			
<b>Energy and Water Building Performance Ordinance</b>			
- Report Submission Fee			\$150
<b>Franchise Application Fees</b>			
- Commercial Solid Waste Application Fee	2018-2019	\$571 per application	\$611 per application
<b><u>Finance</u></b>			
<b>Business Tax Special Reports</b>			
- CD/E-mail	2018-2019	\$57 per CD/transmission	\$69.25 per CD/transmission
- Computer Printout	2018-2019	\$57 up to 25 pages, \$1 each additional page	\$69.25 up to 25 pages, \$1 each additional page
<b>Circus/Carnival/Parade</b>			
- Circus Permit	2018-2019	\$250 1st Day; \$136.50 each additional day	\$250 1st Day; \$155.75 each additional day
<b>Collection Fee</b>			
- Collection Fee (60-90 days past due)	2018-2019	\$25.25 per invoice	\$26.50 per invoice
<b>Handbill Distributors</b>			
- Handbill Distributors License	2018-2019	\$57 per year	\$57.25 per year
<b>Lien Activities</b>			
- Abatement Lien Fee	2018-2019	\$117.50 per lien	\$144.25 per lien
- Administrative Remedies Lien Fee	2018-2019	\$179.25 per lien	\$198 per lien
- Neglected and Vacant Homes Lien Fee			\$142.50 per lien
- Sidewalk Lien Administrative Fee	2018-2019	\$117.50 per lien	\$135.75 per lien
- Tree Lien Fee	2018-2019	\$178 per lien	\$196.25 per lien

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Finance</u></b>			
<b>Returned Check Fee</b>			
- Returned Check Fee	2018-2019	\$35.25 per returned check	\$38.50 per returned check
<b>Sales</b>			
- Christmas Tree/Pumpkin License - Lot	2018-2019	\$125.75 per lot	\$124.50 per lot
<b>Solid Waste Delinquencies</b>			
- Administrative Charges for Collection Procedures	2018-2019	\$78.25 per lien	\$75.50 per lien
<b><u>Fire</u></b>			
<b>Annual Renewable Operating Permits</b>			
- Fire Safety Permits	2017-2018	Permit fee per site with a range of \$442 to \$1,778 per permit (includes base inspection ranging 2-9 hours) plus hourly rate if initial inspection surpasses base hours; fee covers all required permits per facility	Permit fee per site with a range of \$470 to \$1,893 per permit (includes base inspection ranging 2-9 hours) plus hourly rate if initial inspection surpasses base hours; fee covers all required permits per facility
- Hazardous Materials Permits	2017-2018	\$179 per quantity range (permit fee includes inspection) plus any applicable Hazardous Materials Business Plan (HMBP) and Inventory Fee and Tank Fee	\$190 per quantity range (permit fee includes inspection) plus any applicable Hazardous Materials Business Plan (HMBP) and Inventory Fee and Tank Fee
- Hazardous Materials Permits - (HMBP) and Inventory Fee	2017-2018	\$176, plus \$8 per quantity range over one, per facility filing long form	Delete
- Hazardous Materials Permits - Tank Facility	2017-2018	\$341 for the first tank and \$161 for each additional tank	Delete
- One Quantity Range	2017-2018	\$179	\$190
<b>Fire Safety Non-Renewable Permits</b>			
- Additional Permit Requiring a Plan Review and/or Inspection	2017-2018	\$247 each (in addition to highest permit fee)	\$263 each (in addition to highest permit fee)
- Permits Requiring No Plan Review or Inspection	2017-2018	\$247	\$263
- Permits Requiring both a Plan Review and an Inspection	2017-2018	Permit fee of \$624 plus hourly rate if review surpasses 2 hours	Permit fee of \$664 plus hourly rate if review surpasses 2 hours
- Permits Requiring either a Plan Review or an Inspection	2017-2018	Permit fee of \$437 plus hourly rate if review surpasses 1 hour	Permit fee of \$465 plus hourly rate if review surpasses 1 hour
<b>Hourly Rate</b>			
- Development Activity (Inspection)	2017-2018	\$129.50 per half hour or portion thereof	\$134.50 per half hour or portion thereof
- Development Activity (Plan Check)	2017-2018	\$115 per half hour or portion thereof	\$119.50 per half hour or portion thereof

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Fire</u></b>			
<b>Hourly Rate</b>			
- Non-Development Activity	2017-2018	\$94 per half hour or portion thereof	\$100 per half hour or portion thereof
<b>Inspector Activity Fees</b>			
- Outdoor Special Events	2017-2018	\$122 per hour	\$129 per hour
<b><u>Housing</u></b>			
<b>Affordable Housing Compliance Fee Program</b>			
- City Attorney Staff Time	2018-2019	\$206/hr in excess of 7 hours	\$157/hr in excess of 7 hours
- City Attorney Staff Time		Moved from Multi-Source Housing FD - Category I	\$157/hr in excess of 7 hours
- City Housing Staff Time		Moved from Multi-Source Housing FD - Category I	\$101/hr in excess of 20 hours
- Housing Staff Time	2018-2019	\$157/hr in excess of 20 hours	\$101/hr in excess of 20 hours
- Standard Application	2018-2019	\$4,582 per application	\$3,119 per application
- Standard Transaction		Moved from Multi-Source Housing FD - Category I	\$3,119 per application
<b>Affordable Housing Impact Fee Program</b>			
- Affordable Housing Impact Fee	2018-2019	\$17.83/sf	\$18.26/sf
<b>Homebuyer Subordination Fee</b>			
- Homebuyer Subordination Fee	2018-2019	\$314 per transaction	\$268 per transaction
<b>Inclusionary Fees</b>			
- For-Sale - High Rise units not located in the Downtown Core	2007-2008	\$17.00 per square foot of market-rate housing; maximum \$200,200	Moved to Inclusionary Fee Fund - Category II
- For-Sale - High rise units located in a Downtown High-Rise Incentive Area	2007-2008	\$8.50 per square foot of market-rate high-rise units; maximum \$65,000	Moved to Inclusionary Fee Fund - Category II
- For-Sale - Low-Rise Condominium/Stacked Flat Projects	2007-2008	\$17.00 per net square foot of market-rate housing; Maximum \$90,000	Moved to Inclusionary Fee Fund - Category II
- For-Sale - Single-Family Detached Units	2007-2008	\$17.00 per square foot of market-rate housing; maximum: \$200,000	Moved to Inclusionary Fee Fund - Category II
- For-Sale - Townhouse/Row-House projects	2007-2008	\$17.00 per square foot of market-rate housing; maximum: \$120,000	Moved to Inclusionary Fee Fund - Category II
- Ownership Alternative Restricted Unit to be developed outside a redevelopment project area		\$130,000 per unit	Moved to Inclusionary Fee Fund - Category II
- Ownership Alternative Restricted Unit to be developed within a redevelopment project area		\$65,000 per unit	Moved to Inclusionary Fee Fund - Category II

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Housing</u></b>			
<b>Inclusionary Fees</b>			
- Rental Alternative Restricted Unit to be developed outside a redevelopment project area		\$142,800 per unit	Moved to Inclusionary Fee Fund - Category II
- Rental Alternative Restricted Unit to be developed within a redevelopment project area		\$71,400 per unit	Moved to Inclusionary Fee Fund - Category II
- Rental Units	2007-2008	\$17.00 per net square foot of market-rate housing; maximum \$85,500	Moved to Inclusionary Fee Fund - Category II
<b>Inclusionary Housing Ordinance (In-Lieu) Fees</b>			
- For Sale Inclusionary In-Lieu Fee		Moved from Multi-Source Housing FD - Category I	\$192,946/unit
- Qualifying Rental High Rise Units Located in the Downtown Core Fee			\$0/unit
- Rental Inclusionary In-Lieu Fee		Moved from Multi-Source Housing FD - Category I	\$125,000/unit
<b>Inclusionary Housing Policy Fees</b>			
- For-Sale - High Rise units not located in the Downtown Core		Moved from Multi-Source Housing FD - Category II	\$17.00 per square foot of market-rate housing; maximum \$200,200
- For-Sale - High rise units located in a Downtown High-Rise Incentive Area		Moved from Multi-Source Housing FD - Category II	\$8.50 per square foot of market-rate high-rise units; maximum \$65,000
- For-Sale - Low-Rise Condominium/Stacked Flat Projects		Moved from Multi-Source Housing FD - Category II	\$17.00 per net square foot of market-rate housing; maximum \$90,000
- For-Sale - Single-Family Detached Units		Moved from Multi-Source Housing FD - Category II	\$17.00 per square foot of market-rate housing; maximum \$200,000
- For-Sale - Townhouse/Row-House projects		Moved from Multi-Source Housing FD - Category II	\$17.00 per square foot of market-rate housing; maximum \$120,000
- Ownership Alternative Restricted Unit to be developed outside a redevelopment project area		Moved from Multi-Source Housing FD - Category II	\$130,000 per unit
- Ownership Alternative Restricted Unit to be developed within a redevelopment project area		Moved from Multi-Source Housing FD - Category II	\$65,000 per unit
- Rental Alternative Restricted Unit to be developed outside a redevelopment project area		Moved from Multi-Source Housing FD - Category II	\$142,800 per unit

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Housing</u></b>			
<b>Inclusionary Housing Policy Fees</b>			
- Rental Alternative Restricted Unit to be developed within a redevelopment project area		Moved from Multi-Source Housing FD - Category II	\$71,400 per unit
- Rental Units		Moved from Multi-Source Housing FD - Category II	\$17.00 per net square foot of market-rate housing; maximum \$85,500
<b>Inclusionary In-Lieu Fees</b>			
- For Sale Inclusionary In-Lieu Fee	2018-2019	\$167,207/unit	Moved to Inclusionary Fee Fund - Category I
- Rental Inclusionary In-Lieu Fee	2018-2019	\$125,000/unit	Moved to Inclusionary Fee Fund - Category I
<b>Miscellaneous Fees</b>			
- Application Review Fee			\$755.80 per application
<b>Multi-Family Affordable Restriction Monitoring Fee</b>			
- Multi-Family Affordability Restriction Monitoring Fee	2018-2019	\$25.69/unit per year	\$38.75/unit per year
<b>Multi-Family Loan Conversion Fee</b>			
- City Attorney Staff Time	2018-2019	\$206/hr in excess of 89 hours	\$157/hr in excess of 89 hours
- City Housing Staff Time	2018-2019	\$157/hr in excess of 183 hours	\$101/hr in excess of 183 hours
- Standard Transaction	2018-2019	\$46,987 per transaction	\$32,406 per transaction
<b>Multi-Family Loan Origination Fee</b>			
- City Attorney Staff Time	2018-2019	\$206/hr in excess of 89 hours	\$157/hr in excess of 89 hours
- City Housing Staff Time	2018-2019	\$157/hr in excess of 204 hours	\$101/hr in excess of 204 hours
- Standard Transaction	2018-2019	\$50,362 per transaction	\$34,577 per transaction
<b>Multi-Family Loan Payoff Processing Fee</b>			
- City Attorney Staff Time	2018-2019	\$206/hr in excess of 3 hours	\$157/hr in excess of 3 hours
- City Housing Staff Time	2018-2019	\$157/hr in excess of 24 hours	\$101/hr in excess of 24 hours
- Standard Transaction	2018-2019	\$4,386 per transaction	\$2,895 per transaction
<b>Multi-Family Loan Recapitalization Fee</b>			
- City Attorney Staff Time	2018-2019	\$206/hr in excess of 89 hours	\$157/hr in excess of 89 hours
- City Housing Staff Time	2018-2019	\$157/hr in excess of 183 hours	\$101/hr in excess of 183 hours
- Standard Transaction	2018-2019	\$46,987 per transaction	\$32,406 per transaction
<b>Multi-Family Loan Refinance Fee</b>			
- City Attorney Staff Time	2018-2019	\$206/hr in excess of 29 hours	\$157/hr in excess of 29 hours
- City Housing Staff Time	2018-2019	\$157/hr in excess of 106 hours	\$101/hr in excess of 106 hours

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Housing</u></b>			
<b>Multi-Family Loan Refinance Fee</b>			
- Standard Transaction	2018-2019	\$22,616 per transaction	\$15,259 per transaction
<b>Multi-Family Loan Servicing Fee</b>			
- Multi-Family Loan Servicing Fee	2018-2019	\$25.69/unit per year	\$38.75/unit per year
<b>Multi-Family Project Owner Transfer Fee</b>			
- City Attorney Staff Time - New Parties	2018-2019	\$206/hr in excess of 29 hours	\$157/hr in excess of 29 hours
- City Attorney Staff Time - Related Parties	2018-2019	\$206/hr in excess of 22 hours	\$157/hr in excess of 22 hours
- City Housing Staff Time - New Parties	2018-2019	\$157/hr in excess of 106 hours	\$101/hr in excess of 106 hours
- City Housing Staff Time - Related Parties	2018-2019	\$157/hr in excess of 82 hours	\$101/hr in excess of 82 hours
- Standard Transaction - New Parties	2018-2019	\$22,538 per transaction	\$15,209 per transaction
- Standard Transaction - Related Parties	2018-2019	\$17,328 per transaction	\$11,686 per transaction
<b>Multi-Family Project Restructuring Fee</b>			
- City Attorney Staff Time	2018-2019	\$206/hr in excess of 20 hours	\$157/hr in excess of 20 hours
- City Housing Staff Time	2018-2019	\$157/hr in excess of 21 hours	\$101/hr in excess of 21 hours
- Standard Transaction	2018-2019	\$7,236 per transaction	\$5,132 per transaction
<b>Rent Stabilization Program</b>			
- Apartment Unit		Moved from Multi-Source Housing FD - Category I	\$85.04 per unit annually
- Ellis Act Filing Fees - additional per unit over 10 units		Moved from Multi-Source Housing FD - Category I	\$902 additional per unit over 10 units
- Ellis Act Filing Fees - per unit up to 10 units		Moved from Multi-Source Housing FD - Category I	\$2,469 per unit up to 10 units
- Mobile Home Unit		Moved from Multi-Source Housing FD - Category I	\$24.24 per unit annually
- Non-Rent-Controlled Apartment Units		Moved from Multi-Source Housing FD - Category I	\$8.76 per unit annually
<b>Rental Mediation Penalty: Apartments</b>			
- 30 days past due = 25% of principal	Pre-2000-2001	Penalties and interest assessed for delinquent permit payment	Moved to Rent Stabilization Program Fee Fund - Category II
- 60 days past due = 50% of principal	Pre-2000-2001	Penalties and interest assessed for delinquent permit payment	Moved to Rent Stabilization Program Fee Fund - Category II
<b>Rental Mediation Penalty: Mobile Homes</b>			
- 30 days past due = 10% of the amount of the fee	Pre-2000-2001	Penalties and interest assessed for delinquent permit payment	Moved to Rent Stabilization Program Fee Fund - Category II

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Housing</u></b>			
<b>Rental Mediation Penalty: Apartments</b>			
- 30 days past due = 25% of principal		Moved from Multi-Source Housing FD - Category II	Penalties and interest assessed for delinquent permit payment
- 60 days past due = 50% of principal		Moved from Multi-Source Housing FD - Category II	Penalties and interest assessed for delinquent permit payment
<b>Rental Mediation Penalty: Mobile Homes</b>			
- 30 days past due = 10% of the amount of the fee		Moved from Multi-Source Housing FD - Category II	Penalties and interest assessed for delinquent permit payment
<b>Rental Rights and Referrals Program</b>			
- Apartment Unit	2018-2019	\$77.30 per unit annually	Moved to Rent Stabilization Program Fee Fund - Category I
- Ellis Act Filing Fees - additional per unit over 10 units	2018-2019	\$872 additional per unit over 10 units	Moved to Rent Stabilization Program Fee Fund - Category I
- Ellis Act Filing Fees - per unit up to 10 units	2018-2019	\$2,258 per unit up to 10 units	Moved to Rent Stabilization Program Fee Fund - Category I
- Mobile Home Unit	2018-2019	\$25.70 per unit annually	Moved to Rent Stabilization Program Fee Fund - Category I
- Non-Rent-Controlled Apartment Units	2018-2019	\$6.20 per unit annually	Moved to Rent Stabilization Program Fee Fund - Category I
<b>Single-Family Loan Payoff Fee</b>			
- Short Sale Loan Payoff Fee	2018-2019	\$392.50 per transaction	\$252.50 per transaction
- Single-Family Loan Payoff Fee	2018-2019	\$235.50 per transaction	\$151.50 per transaction
<b>Supplemental Document Processing Fee</b>			
- City Attorney Staff Time	2018-2019	\$206 per hour	\$157 per hour
- City Housing Staff Time	2018-2019	\$157 per hour	\$101 per hour
<b><u>Library</u></b>			
<b>Community Room Rental</b>			
- Community Room Rental Fee	2016-2017	\$37 per use up to 4 hours; \$70 per use over 4 hours	\$40 per use up to 4 hours; \$80 per use over 4 hours
<b><u>Parks, Recreation &amp; Neighborhood Services</u></b>			
<b>Arcadia Ballpark</b>			
- Concessions			
- Field Reservations			
- Sports League			

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Planning, Building &amp; Code Enforcement</u></b>			
<b>Abandoned Cart Program</b>			
- Business with carts available to public (26 or more carts)	2018-2019	\$925 per year	\$1,070 per year
<b>Addressing Fee</b>			
- Addressing Fee	2017-2018	\$358 minimum (2 hours) additional time is \$179 per hour	\$372 minimum (2 hours) additional time is \$186 per hour
<b>Annexations</b>			
- Petition for Annexation of Territory to the City of San Jose	2018-2019	\$34,011	\$35,347
<b>Auto Body Repair Shop Permit</b>			
- Auto Body Repair Shop Permit	2018-2019	\$429 per shop	\$328 per shop
<b>Auto Body, Repair and Dismantler Facility Reinspection Permit</b>			
- Reinspection Permit Fee	2018-2019	\$259 per reinspection	\$183 per reinspection
<b>Automobile Dismantler Permit</b>			
- Automobile Dismantler Permit	2018-2019	\$429 per shop per year	\$328 per shop per year
<b>Building Code Compliance Program</b>			
- Building Code Compliance	2018-2019	\$263 per hour	\$256 per hour
<b>Building Permits</b>			
- Accessibility Exemption Application	2017-2018	\$246 per application	\$255 per application
- Non-Residential	2018-2019	\$251 per inspection hour with initial assessment based on historic data (See Exhibit N)	\$261 per inspection hour with initial assessment based on historic data (See Exhibit N)
- Permit Processing Fee - Non-Residential	2018-2019	\$179 per hour applied to number of hours based on statistical averages for each subtype (see Exhibit L)	\$186 per hour applied to number of hours based on statistical averages for each subtype (see Exhibit L)
- Permit Processing Fee - Residential	2017-2018	\$179 per hour applied to number of hours based on statistical averages for each subtype (see Exhibit I)	\$186 per hour applied to number of hours based on statistical averages for subtype (see Exhibit I)
- Reroofing - Non-Residential	2017-2018	\$313 for up to two inspections plus \$125 per 1/2 hour for each additional inspection	\$326 for up to two inspections plus \$130 per 1/2 hour for each additional inspection
- Reroofing - Residential	2017-2018	\$188 for up to two inspections plus \$125 per 1/2 hour for each additional inspection	\$195 for up to two inspections plus \$130 per 1/2 hour for each additional inspection
- Residential	2017-2018	\$251 per inspection hour with initial assessment based on historic data (see Exhibit K)	\$261 per inspection hour with initial assessment based on historic data (see Exhibit K)



## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Planning, Building &amp; Code Enforcement</u></b>			
<b>Building Plan Checking</b>			
- Alternate Materials and Methods of Construction Application	2017-2018	\$492 base fee (2 hours minimum) plus additional time at \$246 per hour	\$510 base fee (2 hours minimum) plus additional time at \$255 per hour
- Complexity Base Fees + additional charges for Fire Review	2017-2018	\$246 per hour (1/2 hour minimum)	\$255 per hour (1/2 hour minimum)
- Complexity Base Fees + additional charges for Flood Zone	2017-2018	\$246 per hour (1/2 hour minimum)	\$255 per hour (1/2 hour minimum)
- Complexity Base Fees + additional charges for Geohazard Zone	2017-2018	\$246 per hour (1/2 hour minimum)	\$255 per hour (1/2 hour minimum)
- Complexity Base Fees + additional charges for Historic	2017-2018	\$246 per hour (1/2 hour minimum)	\$255 per hour (1/2 hour minimum)
- Complexity Base Fees + additional charges for Planning Adjustment Required	2017-2018	\$246 per hour (1/2 hour minimum)	\$255 per hour (1/2 hour minimum)
- Complexity Base Fees + additional charges for Planning Conformance Review	2017-2018	\$246 per hour (1/2 hour minimum)	\$255 per hour (1/2 hour minimum)
- Complexity Base Fees + additional charges for Seismic Hazards	2017-2018	\$246 per hour (1/2 hour minimum)	\$255 per hour (1/2 hour minimum)
- Complexity Base Fees + additional charges for Soils Report	2017-2018	\$246 per hour (1/2 hour minimum)	\$255 per hour (1/2 hour minimum)
- Complexity Base Fees + additional charges for Structural Calculation	2017-2018	\$246 per hour (1/2 hour minimum)	\$255 per hour (1/2 hour minimum)
- Factory Built Dwelling or Mobile Home installed on a permanent foundation	2017-2018	\$246 per hour	\$255 per hour
- Non-Residential	2018-2019	\$246 per hour - Base fee is established on average time per product type - (see Exhibit M)	\$255 per hour - Base fee is established on average time per product type - (see Exhibit M)
- Plan Review Appointment - No Show	2018-2019	\$246	Delete Fee
- Plan Review services for which no other fee is specified	2017-2018	\$246 per hour (1/2 hour minimum)	\$255 per hour (1/2 hour minimum)
- Preliminary Plan Review	2017-2018	\$246 base fee (1 hour minimum) plus additional time at \$246 per hour	\$255 base fee (1 hour minimum) plus additional time at \$255 per hour
- Residential	2018-2019	\$246 per hour - Base fee is established on average review time per product type (see Exhibit J)	\$255 per hour - Base fee is established on average review time per product type (see Exhibit J)
- Subdivisions - Plot Review	2017-2018	\$246 per hour (15 minute minimum)	\$255 per hour (15 minute minimum)

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Planning, Building &amp; Code Enforcement</u></b>			
<b>Citywide Planning Fee</b>			
- Citywide Planning Fee	2018-2019	Additional 8.0% applied to Entitlement, Building Permit Fees, and Building Plan Check Fee Categories	Previously approved at additional 11.97% applied to Entitlement, Building Permit Fees, and Building Plan Check Fee Categories
<b>Code Enforcement Inspector Rate</b>			
- Code Enforcement Inspector Rate	2018-2019	\$136 per hour	\$130 per hour
<b>Compliance Reports</b>			
- Compliance Reports	2017-2018	\$753 per inspection (3 hours)	\$783 per inspection (3 hours)
<b>Conditional Use Permits</b>			
- Adjustments	2018-2019	\$280	\$291
- Adjustments - Major	2018-2019	\$772	\$803
<b>Conventional Prezonings/Rezoning</b>			
- Conventional Prezonings/Rezoning	2018-2019	\$8,366	\$8,695
<b>Document Research Fee</b>			
- Document Research Fee	2018-2019	\$40 minimum/\$80 per hour or \$89 minimum/\$179 per hour depending on staff level	\$45 minimum/\$90 per hour or \$93 minimum/\$186 per hour depending on staff level
<b>Electrical Permits</b>			
- Non-Residential	2017-2018	\$251 per inspection hour with initial assessment based on historic data OR fixture rate	\$261 per inspection hour with initial assessment based on historic data or fixture rate
- Plan Check Fee	2018-2019	\$246 per hour - Base fee is established on average review time per product type	\$255 per hour - Base fee is established on average review time per product type
- Residential	2017-2018	\$251 per inspection hour with initial assessment based on historic data OR fixture rate	\$261 per inspection hour with initial assessment based on historic data or fixture rate
<b>Environmental Clearance</b>			
- Exemption	2018-2019	\$840	\$873
- Geotechnical Testing Environmental Review Fee	2018-2019	\$840	\$873
- Habitat Conservation Plan (HCP)	2018-2019	\$840	\$873
- Mitigation Monitoring Fee for Negative Declaration	2018-2019	\$2,800	\$2,910
- Mitigation Monitoring Review - Post Construction / On-going	2018-2019	\$280 per hour	\$291 per hour

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Planning, Building &amp; Code Enforcement</u></b>			
<b>Environmental Clearance</b>			
- Mitigation Monitoring Review - Prior to Issuance of Certificate of Occupancy (Compliance Review)	2018-2019	\$1,120	\$1,164
- Negative Declaration	2018-2019	\$5,798 deposit plus additional time at \$280 per hour plus all publishing and noticing costs	\$6,026 deposit plus additional time at \$291 per hour plus all publishing and noticing costs
<b>Environmental Inspector Rate</b>			
- Environmental Inspector Rate	2018-2019	\$147 per hour	\$134 per hour
<b>General Code Program</b>			
- General Code Reinspection Fee	2018-2019	\$206 per reinspection	\$204 per reinspection
<b>General Plan Amendments</b>			
- Additional Charges: General Plan Text Amendment	2018-2019	\$16,416	\$17,061
- Additional Charges: Specific Plan Text Amendment	2018-2019	\$16,416	\$17,061
- Urban Growth Boundary Modifications: All extraordinary costs of special studies	2018-2019	\$280 per hour	\$291 per hour
- Urban Growth Minor Boundary Modifications (Previously Urban Growth Boundary Modifications)	2018-2019	\$16,416	\$17,061
<b>Hourly Rate for Planning Services without Designated Fee</b>			
- Hourly Rate for Planning Services without Designated Fee	2018-2019	\$280 per hour	\$291 per hour
<b>Liquor License Exception Permit Fee</b>			
- Determination of Public Convenience or Necessity	2018-2019	\$5,507	\$5,723
<b>Mechanical Permits</b>			
- Non-Residential	2017-2018	\$251 per inspection hour with initial assessment based on historic data OR fixture rate	\$261 per inspection hour with initial assessment based on historic data or fixture rate
- Plan Check Fee	2018-2019	\$246 per hour - Base fee is established on average review time per product type	\$255 per hour - Base fee is established on average review time per product type
- Residential	2017-2018	\$251 per inspection hour with initial assessment based on historic data OR fixture rate	\$261 per inspection hour with initial assessment based on historic data or fixture rate

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Planning, Building &amp; Code Enforcement</u></b>			
<b>Minimum Fees</b>			
- Min Permit Fee	2017-2018	\$126 (\$251 per hour - 30 minute minimum)	\$130 (\$261 per hour - 30 minute minimum)
- Min Permit Processing - for Water Heater Replacement	2017-2018	\$45 (\$179 per hour - 15 minute minimum)	\$46 (\$186 per hour - 15 minute minimum)
- Min Permit Processing - for services in which no permit processing fee is specified	2018-2019	\$89 (\$179 per hour - 30 minute minimum)	\$93 (\$186 per hour - 30 minute minimum)
- Min Plan Check Fee: 30 min counter review	2017-2018	\$123 (\$246 per hour - 30 minute minimum)	\$127 (\$255 per hour - 30 minute minimum)
<b>Miscellaneous Permits/Fees</b>			
- Administrative Permit	2018-2019	\$2,816	\$2,927
- Appeals/Protests - Applicant	2018-2019	\$10,822	\$11,247
- Appeals/Protests - Applicant's Non-Applicant Appeal Processing	2018-2019	\$10,322	\$10,997
- Billboard Height Alterations Agreement	2018-2019	\$10,435	\$10,845
- Community Meeting Fee	2018-2019	\$3,208	\$3,334
- Consultation Fee-Permit/Sign Adjust	2018-2019	\$280 per hour	\$291 per hour
- Development Agreements-Agreement	2018-2019	\$16,424	\$17,070
- Development Agreements-Amendment	2018-2019	\$9,083	\$9,440
- Development Agreements-Annual Monitoring	2018-2019	\$11,015	\$11,447
- Development Variance Exception	2018-2019	\$5,989	\$6,224
- Mixed Use Permit Credit	2018-2019	\$5,602 credit applied to initial permit invoice	\$5,822 credit applied to initial permit invoice
- Multiple Sign Adjustment Surcharge	2018-2019	\$98 for each additional sign after 1st sign	\$101 for each additional sign after 1st sign
- Planning Development Permit Conformance - New Construction, Major (3 or more units, over 5,000 square feet)	2018-2019	\$840	\$873
- Planning Development Permit Conformance - New Construction, Minor (up to 2 residential units, up to 5,000 square feet)	2018-2019	\$280	\$291
- Plot Plan Review	2018-2019	\$70 per plot	\$72 per plot
- Reasonable Accommodation Fee	2018-2019	\$7,344	\$7,632
- Zoning and Use Conformance	2018-2019	\$140	\$145

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><i>Planning, Building &amp; Code Enforcement</i></b>			
<b>Multiple Housing Program Permits (Triplex and Above)</b>			
- Multiple Housing Permit Tier 1 (Self Certification, six-year cycle)	2018-2019	\$30 per unit	\$32.50 per unit
- Multiple Housing Permit Tier 2 (five-year cycle)	2018-2019	\$65 per unit	\$61.75 per unit
- Multiple Housing Permit Tier 3 (three-year cycle)	2018-2019	\$131 per unit	\$134.75 per unit
- Permit Reinstatement	2018-2019	\$1,019 per reinstatement	\$1,051 per reinstatement
- Permit Transfer	2018-2019	\$36 per transfer	\$44 per transfer
- Reinspection Fee	2018-2019	\$242 per reinspection	\$223 per reinspection
<b>Neglected/Vacant Building/Storefront Program</b>			
- Neglected/Vacant Building Registration Fee	2018-2019	\$660 per quarter per vacant building	\$559 per quarter per vacant building
- Neglected/Vacant Building/Storefront Mandatory Monitoring Fee	2018-2019	\$220 per quarter per vacant building/storefront	\$202 per quarter per vacant building/storefront
- Neglected/Vacant Building/Storefront Monitoring Fee (in Violation)	2018-2019	\$660 per quarter per vacant building/storefront	\$589 per quarter per vacant building/storefront
<b>Off-Sale Alcohol Enforcement Program</b>			
- Permit Reinstatement	2018-2019	\$1,134 per reinstatement	\$1,132 per reinstatement
- Permit Transfer	2018-2019	\$36 per transfer	\$44 per transfer
- Reinspection Fee	2018-2019	\$167 per reinspection	\$156 per reinspection
<b>Planned Development (PD) Permits</b>			
- Adjustments - Over the Counter	2018-2019	\$280	\$291
- Adjustments - Requiring Intake and Internal City Staff Review	2018-2019	\$772	\$803
<b>Plumbing Permits</b>			
- Non-Residential	2017-2018	\$251 per inspection hour with initial assessment based on historic data OR fixture rate	\$261 per inspection hour with initial assessment based on historic data or fixture rate
- Plan Check Fee	2018-2019	\$246 per hour - Base fee is established on average review time per product type	\$255 per hour - Base fee is established on average review time per product type
- Residential	2017-2018	\$251 per inspection hour with initial assessment based on historic data OR fixture rate	\$261 per inspection hour with initial assessment based on historic data or fixture rate
<b>Preliminary Review Fee</b>			
- Additional Services: Interdepartmental Project Meeting	2018-2019	\$700	\$727

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Planning, Building &amp; Code Enforcement</u></b>			
<b>Preliminary Review Fee</b>			
- Additional Services: Meeting with Project Manager	2018-2019	\$280	\$291
- Additional Services: Preliminary Check List	2018-2019	\$140	\$145
- Additional Services: Technical Report Review	2018-2019	\$560	\$582
- Additional Services: Environmental Scoping	2018-2019	\$840	\$873
- Enhanced Preliminary Review	2018-2019	\$1,120	\$1,164
- Focused Preliminary Review	2018-2019	\$840 (3 hour minimum charge)	\$873 (3 hour minimum charge)
- Focused Preliminary Review-Existing Single Family House	2018-2019	\$280	\$291
<b>Public Information Services</b>			
- Alcoholic Beverage License Verification	2018-2019	\$386 plus \$70 per 1/4 hour after 1.5 hours	\$401 plus \$72 per 1/4 hour after 1.5 hours
- Comprehensive Research Letter	2018-2019	\$3,091 plus \$70 per 1/4 hour after 11 hours	\$3,212 plus \$72 per 1/4 hour after 11 hours
- Dept of Motor Vehicles Verification	2018-2019	\$386 plus \$70 per 1/4 hour after 1.5 hours	\$401 plus \$72 per 1/4 hour after 1.5 hours
- General Research Requests	2018-2019	\$140 (minimum) per 1/2 hour	\$145 (minimum) per 1/2 hour
- Legal Non-Conforming Verification	2018-2019	\$4,443 plus \$70 per 1/4 hour after 16 hours	\$4,618 plus \$72 per 1/4 hour after 16 hours
- Massage Letter	2018-2019	\$386 plus \$70 per 1/4 hour after 1.5 hours	\$401 plus \$72 per 1/4 hour after 1.5 hours
- Reconstruction of Legal Non-Conforming Structures	2018-2019	\$386 plus \$70 per 1/4 hour after 1.5 hours	\$401 plus \$72 per 1/4 hour after 1.5 hours
<b>Publications and Photocopies Charges</b>			
- Sale of Publications	Pre-2000-2001	100% of printing cost	See Public Records Act Fees
<b>Record Retention/Microfilming</b>			
- CEQA-NOD Pass-Through Processing Fee	2018-2019	\$772	\$803
- Plan Authorization Process Fee	2017-2018	\$89 per affidavit	\$93 per affidavit
- Refund Processing Fee (for withdrawal, cancellation or overpayment)	2018-2019	\$386	\$401
<b>Rough Framing Fee</b>			
- Rough Framing Fee	2017-2018	\$246 per hour (1/2 hour minimum)	\$255 per hour (1/2 hour minimum)
<b>Sale of Publications and Photocopies</b>			
- Sale of Publications	Pre-2000-2001	100% of printing cost	See Public Records Act Fees

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Planning, Building &amp; Code Enforcement</u></b>			
<b>Single Family House Permit</b>			
- Administrative Determination for houses listed on Historic Resources Inventory & having a floor area rotation less than or equal to 0.45	2018-2019	\$560	\$582
- All others	2018-2019	\$2,125	\$2,208
- Public Hearing - Director	2018-2019	\$6,851	\$7,120
<b>Site Development Permits</b>			
- Adjustments	2018-2019	\$280	\$291
- Adjustments - Major	2018-2019	\$772	\$803
<b>Solid Waste Enforcement Fee</b>			
- Solid Waste Enforcement Fee	2018-2019	\$0.47 per ton	\$0.48 per ton
<b>Special Inspections and Services</b>			
- Additional plan review required by changes, additions or revisions to approved plans	2017-2018	\$246 per hour (1/2 hour minimum)	\$255 per hour (1/2 hour minimum)
- Building, Plumbing, Mechanical, and Electrical Survey Requests, including fire damage surveys	2017-2018	\$251 per hour (1/2 hour minimum)	\$261 per hour (1/2 hour minimum)
- Expedited inspection service	2017-2018	\$376 per hour (1/2 hour minimum)	\$391 per hour (1/2 hour minimum)
- Inspection Services for which no fee is specifically indicated	2017-2018	\$251 per hour (1/2 hour minimum)	\$261 per hour (1/2 hour minimum)
- Inspections outside normal business hours	2017-2018	\$376 per hour (4 hour minimum)	\$391 per hour (4 hour minimum)
- Permit Time Extension	2017-2018	\$89 per extension	\$93 per extension
- Plan Check Extension	2018-2019	\$89 per extension	\$93 per extension
- Reinspection Fee	2017-2018	\$251 per hour (1/2 hour minimum)	\$261 per hour (1/2 hour minimum)
- Replacement Permit Fee	2017-2018	\$246 plus the difference between current fees and previously paid unused fees	\$255 per hour plus the difference between current fees and previously paid unused fees
<b>Special Use Permit (SUP)</b>			
- Renewal	2018-2019	\$5,409	\$5,622
- Special Use Permit and Amendment: Existing Non- Single Family Use / New Construction	2018-2019	\$10,458	\$10,868
- Special Use Permit and Amendment: Existing Single Family Use / No New Construction	2018-2019	\$5,059	\$5,258

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Planning, Building &amp; Code Enforcement</u></b>			
<b>Street Renaming Fee</b>			
- Street Renaming Fee: Major	2018-2019	\$10,435	\$10,845
- Street Renaming Fee: Minor	2018-2019	\$3,768	\$3,916
<b>Temporary Certificate of Occupancy</b>			
- Temporary Certificate of Occupancy	2017-2018	\$502 each	\$522 each
<b>Tentative Map</b>			
- All Tentative Maps and Vesting Tentative Maps and Amendments to Tentative and Vesting Tentative Maps: At 250 lots	2018-2019	\$9,276	\$9,640
- All Tentative Maps and Vesting Tentative Maps and Amendments to Tentative and Vesting Tentative Maps: At 50 lots	2018-2019	\$8,117	\$8,436
- All Tentative Maps and Vesting Tentative Maps and Amendments to Tentative and Vesting Tentative Maps: Up to 10 lots	2018-2019	\$7,344	\$7,632
- All Tentative Maps and Vesting Tentative Maps and Amendments to Tentative and Vesting Tentative Maps: lots 11 to 49	2018-2019	\$19 per lot	\$20 per lot
- All Tentative Maps and Vesting Tentative Maps and Amendments to Tentative and Vesting Tentative Maps: lots 251 and higher	2018-2019	\$36 per lot	\$37 per lot
- All Tentative Maps and Vesting Tentative Maps and Amendments to Tentative and Vesting Tentative Maps: lots 51 to 249	2018-2019	\$5 per lot	\$5 per lot
- Certification of Compliance	2018-2019	\$5,250	\$5,456
- Covenant of Easement	2018-2019	\$3,864	\$4,015
- Extensions	2018-2019	\$1,352	\$1,405
- Final Map/Parcel Map Review	2018-2019	\$280 per hour (1 hour minimum)	\$291 per hour (1 hour minimum)
- Lot Line Adjustment	2018-2019	\$2,240	\$2,328
- Lot Line Correction	2018-2019	\$2,091	\$2,173
- Release Covenant of Easement	2018-2019	\$3,189	\$3,314
- Reversion Acreage	2018-2019	\$1,159	\$1,204
<b>Tobacco Retail Program</b>			
- Tobacco Retail Permit Fee	2018-2019	\$558 per business	\$597 per business



## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Planning, Building &amp; Code Enforcement</u></b>			
<b>Tobacco Retail Program</b>			
- Tobacco Retail Reinspection Fee	2018-2019	\$152 per reinspection	\$155 per reinspection
- Tobacco Retail Reinstatement Fee	2018-2019	\$1,155 per reinstatement	\$1,139 per reinstatement
- Tobacco Retail Transfer Fee	2018-2019	\$38 per transfer	\$50 per transfer
<b>Tree Removal Permit</b>			
- Heritage Tree Surcharge (City or County)	2018-2019	\$9,276 plus noticing fees	\$9,640 plus noticing fees
- Live Trees - All Other Uses	2018-2019	\$2,100 plus noticing fees	\$2,182 plus noticing fees
- Live Trees - Single Family Residence/Duplex	2018-2019	\$1,800 plus noticing fees	\$1,891 plus noticing fees
- Unsuitable Trees - All	2018-2019	\$210 for first tree plus \$30 each additional tree plus noticing fees	\$218 for first tree plus \$30 each additional tree plus noticing fees
<b>Williamson Act</b>			
- Alternate Use Amendment	2018-2019	\$10,917	\$11,346
- Application	2018-2019	\$10,917	\$11,346
- Cancellation	2018-2019	\$19,807	\$20,585
- Extension	2018-2019	\$10,917	\$11,346
<b><u>Police</u></b>			
<b>Amusement Devices</b>			
- Exhibitor Permit	2018-2019	\$272.00 + device fee	\$269.00 + device fee
- Location Permit	2018-2019	\$272.00 + device fee	\$269.00 + device fee
- Operator Permit	2018-2019	\$272.00 + device fee	\$269.00 + device fee
- Per Device	2018-2019	\$92.00 per year for each device	\$91.00 per year for each device
<b>Bingo</b>			
- General Permit	2018-2019	\$47.00 + 2.27% of monthly gross payouts	\$50.00 + 2.27% of monthly gross payouts
- General Permit Renewal	2018-2019	\$47.00 + 2.27% of monthly gross payouts	\$50.00 + 2.27% of monthly gross payouts
- Special One-Day Permit	2018-2019	\$47.00 + 2.27% of monthly gross payouts	\$50.00 + 2.27% of monthly gross payouts
<b>Cannabis Fees</b>			
- Amendment processing fee	2018-2019	\$1,106 per application; plus Code Enforcement Hourly Inspection Fee of \$136/hour after 1 hour; plus Police Department Cannabis Sworn Hourly Investigation Fee of \$202/hour after 3.5 hours	\$1,416 per application; plus Code Enforcement Hourly Inspection Fee of \$136/hour after 1 hour; plus Police Department Cannabis Sworn Hourly Investigation Fee of \$202/hour after 3.5 hours

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Police</u></b>			
<b>Cannabis Fees</b>			
- Annual operating fee	2018-2019	\$150,610 per year, per collective/business	\$138,148 per year, per collective/business
- Application receipt fee (criminal background review)	2018-2019	\$212 per employee application (employees include owners, managers, and specified employees) + fingerprint + DOJ fees	\$72 per employee application (employees include owners, managers, and specified employees) + fingerprint + DOJ fees
- Delivery vehicle inspection fee	2018-2019	\$49 per vehicle	\$47 per vehicle
- Initial application processing fee	2018-2019	\$3,103 per application; plus Code Enforcement Hourly Inspection Fee of \$136/hour after 6 hours; plus Police Department Cannabis Sworn Hourly Investigation Fee of \$202/hour after 9 hours	\$3,583 per application; plus Code Enforcement Hourly Inspection Fee of \$136/hour after 6 hours; plus Police Department Cannabis Sworn Hourly Investigation Fee of \$202/hour after 9 hours
- Renewal registration processing fee	2018-2019	\$2,840 per application; plus Code Enforcement Hourly Inspection Fee of \$136/hour after 4 hours; plus Police Department Cannabis Sworn Hourly Investigation Fee of \$202/hour after 7 hours	\$3,135 per application; plus Code Enforcement Hourly Inspection Fee of \$136/hour after 4 hours; plus Police Department Cannabis Sworn Hourly Investigation Fee of \$202/hour after 7 hours
<b>Cardrooms</b>			
- Cardroom Regulation Fee	2018-2019	\$985,883 per Cardroom per year	\$863,816 per Cardroom per year
- Work Permit Fees - Employee Transfer Fee	2018-2019	\$410.00 per transfer	\$242.00 per transfer
- Work Permit Fees - New (Civilian Administration)	2018-2019	\$312.00 + fingerprint fees	\$430.00 + fingerprint fees
- Work Permit Fees - New (Sworn Administration)	2018-2019	\$524.00 + fingerprint fees	\$489.00 + fingerprint fees
- Work Permit Fees - Renewal (Civilian Administration)	2018-2019	\$312.00 + fingerprint fees	\$360.00 + fingerprint fees
- Work Permit Fees - Renewal (Sworn Administration)	2018-2019	\$465.00 + fingerprint fees	\$410.00 + fingerprint fees
<b>Concealable Firearms</b>			
- Concealable Firearms - Carrying Concealed Weapon	2018-2019	See fee structure per State law (Penal Code 26190)	See fee structure per State law (Penal Code 26190)
- Concealable Firearms - Dealer Annual Renewal/Change of Location	2018-2019	\$326.00 + any fee charged by the State Department of Justice	\$333.00 + any fee charged by the State Department of Justice

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Police</u></b>			
<b>Concealable Firearms</b>			
- Concealable Firearms - Dealer Initial Application	2018-2019	\$717.00 + any fee charged by the State Department of Justice	\$739.00 + any fee charged by the State Department of Justice
<b>Crime Prevention Through Environmental Design</b>			
- Crime Prevention Through Environmental Design	2018-2019	\$161.00 per hour	\$168.00 per hour
<b>Event Promoter Permit</b>			
- Event Promoter Permit	2018-2019	\$1,500.00 per 2 years	\$1,522.00 per 2 years
<b>Fingerprinting</b>			
- General (Non-Criminal)	2018-2019	\$46.00 per set	\$57.00 per set (in addition to State Dept of Justice Fee)
<b>Funeral Escort</b>			
- Operator Permit - Initial	2018-2019	\$323.00 initial permit	\$317.00 initial permit
- Operator Permit - Renewal	2018-2019	\$138.00 per annual renewal	\$135.00 per annual renewal
- Vehicle Inspection Permit	2018-2019	\$115.00 annually	\$113.00 annually
<b>Gaming Permit Registration - Non-Profit Fundraisers</b>			
- Gaming Permit Registration - Non-Profit Fundraisers	2018-2019	\$323.00 per event	\$317.00 per event
<b>Ice Cream Vendor</b>			
- Ice Cream Business - New Permit	2018-2019	\$215.00 per permit + fingerprint fees	\$211.00 per permit + fingerprint fees
- Ice Cream Business - Renewal Fee	2018-2019	\$215.00 per permit + fingerprint fees	\$211.00 per permit + fingerprint fees
- Ice Cream Employee License - New Permit	2018-2019	\$277.00 per permit + fingerprint fees	\$271.00 per permit + fingerprint fees
- Ice Cream Employee License - Renewal Fee	2018-2019	\$277.00 per permit + fingerprint fees	\$271.00 per permit + fingerprint fees
- Ice Cream Truck Inspection	2018-2019	\$60.00 per 2 years	\$58.00 per 2 years
<b>Massage Parlors</b>			
- Massage Business Permit	2018-2019	\$1,430.00 per 2 years (includes initial inspection)	\$1,900.00 per 2 years (includes initial inspection)
- Massage Reinspection			\$271.00 per reinspection
- Massage Renew			\$896.00 per renewal
- Ownership/Management License	2018-2019	\$312.00 per initial permit	\$444.00 per initial permit
- Ownership/Management License Renewal	2018-2019	\$312.00 per 2 year renewal	\$399.00 per 2 year renewal
<b>Miscellaneous Permits/Fees</b>			
- License/Permit Transfer	2018-2019	\$40.00 per transfer	\$39.00 per transfer
- Media Production Permit	2018-2019	\$462.00 per permit	\$452.00 per permit

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Police</u></b>			
<b>Miscellaneous Permits/Fees</b>			
- One-Day Liquor Assessment	2018-2019	\$250.00 per permit	\$337.00 per permit
- Press Pass	2018-2019	\$100.00 per permit	\$150.00 per permit
- Replacement of ID Cards, Permits, & Licenses	2018-2019	\$40.00 per replacement	\$39.00 per replacement
<b>Parade</b>			
- Parade Permit	2018-2019	\$215.00 per permit	\$211.00 per permit
<b>Pawnbrokers/Secondhand Dealers</b>			
- Pawnbroker License	2018-2019	\$504.00 initial issue + any fee charged by the State Department of Justice	\$580.00 initial issue + any fee charged by the State Department of Justice
- Pawnbroker License Renewal	2018-2019	\$504.00 annually + any fee charged by the State Department of Justice	\$580.00 annually + any fee charged by the State Department of Justice
- Secondhand Dealers - Secondhand Jewelry Dealer/Secondhand Dealer License	2018-2019	\$504.00 initial issue + any fee charged by the State Department of Justice	\$580.00 initial issue + any fee charged by the State Department of Justice
<b>Peddler</b>			
- Approved Location Permit - New Permit	2018-2019	\$320.00 per 2 year permit (includes initial inspection fee)	\$400.00 per 2 year permit (includes initial inspection fee)
- Approved Location Permit - Renewal	2018-2019	\$320.00 per 2 year permit (includes initial inspection fee)	\$400.00 per 2 year permit (includes initial inspection fee)
- Approved Location Reinspection	2018-2019	\$320.00 per reinspection	\$400.00 per reinspection
- Employee License Fee	2018-2019	\$138.00 per 2 year renewal	\$135.00 per 2 year renewal
- Issue ID Card	2018-2019	\$40.00 per 2 year renewal	\$39.00 per 2 year renewal
- Peddler Mobile Permit - New Permit	2018-2019	\$230.00 per 2 year permit (includes initial inspection fee)	\$285.00 per 2 year permit (includes initial inspection fee)
- Peddler Mobile Permit - Renewal	2018-2019	\$230.00 per 2 year renewal (includes initial inspection fee)	\$285.00 per 2 year renewal (includes initial inspection fee)
- Peddler Mobile Reinspection	2018-2019	\$230.00 per reinspection	\$285.00 per reinspection
<b>Peep Show Establishment</b>			
- Application Fee	2018-2019	\$220.00 per 2 years	\$214.00 per 2 years
<b>Periodicals Canvasser</b>			
- Canvasser of Periodicals Permit	2018-2019	\$74.00 every 2 years	\$72.00 every 2 years
<b>Photographs</b>			
- Black & White - 3 1/2" x 5"	2017-2018	\$8.00 each	\$9.00 each
- Black & White - 5" x 7"	2017-2018	\$8.00 each	\$9.00 each
- Black & White - 8" x 10"	2017-2018	\$8.00 each	\$9.00 each

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Police</u></b>			
<b>Photographs</b>			
- CD	2018-2019	\$20.00 per CD	\$30.00 per CD
- Color - 3 1/2" x 5"	2018-2019	\$6.00 each	\$7.00 each
- Color - 4" x 6"	2018-2019	\$6.00 each	\$7.00 each
- Color - 5" x 7"	2018-2019	\$6.00 each	\$7.00 each
- Color 8" x 10"	2018-2019	\$6.00 each	\$7.00 each
<b>Pool/Billiard Room</b>			
- Pool or Billiard Room License	2018-2019	\$462.00 per year	\$452.00 per year
<b>Public Dance Hall</b>			
- New Permit - Class A & C	2018-2019	\$480.00 initial permit	\$471.00 initial permit
- New/Renewal - Class B	2018-2019	\$185.00 per permit	\$181.00 per permit
- Renewal - Class A & C	2018-2019	\$387.00 per annual renewal	\$381.00 per annual renewal
<b>Public Entertainment</b>			
- Business Permit Fee	2018-2019	\$1,700.00 per 4 years	\$1,731.00 per 4 years
- Business Permit Renewal Fee	2018-2019	\$931.00 per 4 years	\$950.00 per 4 years
- Identification Card	2018-2019	\$40.00 per 2 years	\$39.00 per 2 years
- Management License Change of Venue Fee	2018-2019	\$197.00 per venue change	\$201.00 per venue change
- Management License Fee	2018-2019	\$885.00 per initial permit	\$899.00 per initial permit
- Management License Renewal Fee	2018-2019	\$497.00 per 2 year renewal	\$504.00 per 2 year renewal
- Ownership License Fee	2018-2019	\$885.00 per initial permit	\$899.00 per initial permit
- Ownership License Renewal Fee	2018-2019	\$497.00 per 4 year renewal	\$504.00 per 4 year renewal
<b>Public Records/Tapes</b>			
- Computerized Searches - Public Records Act - Research	2018-2019	\$133.00 per hour	\$140.00 per hour
- Duplicate Tapes - Audio Tapes	2018-2019	\$6.00 per 60 minute tape	\$9.00 per 60 minute tape
- Duplicate Tapes - Audio Tapes	2018-2019	\$6.00 per 90 minute tape	\$9.00 per 90 minute tape
<b>Sales</b>			
- Closing-Out Business Sales Permit (Bankruptcy, Fire, etc.) - 30-Day Renewal	2018-2019	\$92.00 per 30 day permit	\$90.00 per 30 day permit
- Closing-Out Business Sales Permit (Bankruptcy, Fire, etc.) - 60-Day Permit	2018-2019	\$92.00 per 60 day permit	\$90.00 per 60 day permit
<b>Secondary Employment</b>			
- New Permit	2018-2019	\$259.00 per year	\$244.00 per year

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Police</u></b>			
<b>Secondary Employment</b>			
- Permit - Events Lasting 5 Days or Less	2018-2019	\$259.00 per event	\$244.00 per event
- Renewal Fee	2018-2019	\$259.00 per year	\$244.00 per year
<b>Street Closing</b>			
- Temporary Street Closing Permit	2018-2019	\$250.00 per event	\$240.00 per event
<b>Taxicab</b>			
- Restricted Owner's License	2018-2019	\$1,996.00 per company annually	\$1,952.00 per company annually
- Taxi Company Application	2018-2019	\$7,464.00 per application	\$7,287.00 per application
- Taxi Company Renewal	2018-2019	\$500.00 per application (1 year)	\$490.00 per application (1 year)
- Taxicab Driver's Permit - New	2018-2019	\$480.00 per initial permit	\$550.00 per initial permit
- Taxicab Driver's Permit - Renewal	2018-2019	\$135.00 per 2 year renewal	\$168.00 per 2 year renewal
- Taxicab Driver's Permit - Retest	2018-2019	\$315.00 per retest	\$308.00 per retest
- Taxicab Vehicle Inspection	2018-2019	\$123.00 per inspection	\$150.00 per inspection
- Taxicab Vehicle Reinspection	2018-2019	\$123.00 per reinspection	\$150.00 per reinspection
<b>Tow Car</b>			
- Private Property Tow	2017-2018	\$361.00 per application per 2 years (includes initial inspection fee)	\$354.00 per application per 2 years (includes initial inspection fee)
- Private Property Tow Reinspection	2017-2018	\$361.00 per reinspection	\$354.00 per reinspection
- Tow Car Business Permit - New Permit	2018-2019	\$323.00 per initial permit	\$317.00 per initial permit
- Tow Car Business Permit - Renewal Fee	2018-2019	\$323.00 per 2 year renewal	\$317.00 per 2 year renewal
- Tow Car Driver - New Permit	2018-2019	\$177.00 per initial permit	\$220.00 per initial permit
- Tow Car Driver - Renewal Fee	2018-2019	\$177.00 per 2 year renewal	\$220.00 per 2 year renewal
<b>Vehicle Impound</b>			
- Vehicle Impound Fee	2018-2019	\$290.00 per release	\$122.00 per release
<b>Visa Clearance Letters</b>			
- Visa Clearance Letters	2018-2019	\$35.00 per letter	\$50.00 per letter
<b><u>Public Works</u></b>			
<b>Adoption Fees</b>			
- Adoption hold fee - dog board	2016-2017	\$15 per day or portion thereof	\$20 per day or portion thereof
<b>Animal Event Permit Fees</b>			
- Large animals event permit (limited engagements or short term events)	2018-2019	\$1,844 per permit; plus applicable application fee (includes initial inspection)	\$1,919 per permit; plus applicable application fee (includes initial inspection)

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Public Works</u></b>			
<b>Animal Event Permit Fees</b>			
- Observation of handling animals during an event (includes 3 hours of 1 Animal Control Officer)	2018-2019	\$472 per Animal Control Officer per event	\$545 per Animal Control Officer per event
- Observation of handling animals during an event (includes 3 hours of 1 Senior Animal Control Officer)	2018-2019	\$607 per Senior Animal Control Officer per event	\$622 per Senior Animal Control Officer per event
<b>Animal Permit Fees</b>			
- Animal facilities and animal event permit - non-private kennels	2018-2019	\$315 annually; plus applicable application fee (includes initial inspection)	\$364 annually; plus applicable application fee (includes initial inspection)
- Animal facilities permit - private kennels	2018-2019	\$282 annually; plus applicable application fee (includes initial inspection)	\$364 annually; plus applicable application fee (includes initial inspection)
- Beekeeping permit	2018-2019	\$282; plus applicable application fee (2 year permit, includes initial inspection)	\$364; plus applicable application fee (2 year permit, includes initial inspection)
- Dangerous animal permit (to keep a dangerous animal other than a vicious dog)	2018-2019	\$315 annually; plus applicable application fee (includes initial inspection)	\$364 annually; plus applicable application fee (includes initial inspection)
- Dangerous dog permit (permit fee including tags)	2018-2019	\$654 per permit; plus applicable application fee (includes initial inspection)	\$685 per permit; plus applicable application fee (includes initial inspection)
- Dangerous dog permit renewal	2018-2019	\$407 per permit; plus applicable application fee (includes initial inspection)	\$425 per permit; plus applicable application fee (includes initial inspection)
- Keeping of animals, fowl, or livestock permit	2018-2019	\$282 per permit; plus applicable application fee (2 year permit, includes initial inspection)	\$364 per permit; plus applicable application fee (2 year permit, includes initial inspection)
<b>Board and Impound Fees</b>			
- Impound - licensed cat or dog	2018-2019	\$22	\$23
- Impound - other small animal (other than dog, cat, or small livestock under 100 pounds)	2018-2019	\$21	\$22
- Other Impound- small animals other than cat	2018-2019	\$21	\$22
<b>Inspection Fees</b>			
- Additional inspection time (30 minute increments, already on-site)	2018-2019	\$59 per 30 minute increment or portion thereof	\$68 per 30 minute increment or portion thereof
- Inspection fee (1 hour included)	2018-2019	\$282 per inspection	\$364 per inspection
- Re-inspection fee (30 minute inspection, includes travel)	2018-2019	\$177 per re-inspection plus additional inspection time as applicable	\$204 per re-inspection plus additional inspection time as applicable

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Public Works</u></b>			
<b>PL01: Environmental Clearance</b>			
- EIR Review	2017-2018	\$4,834 each	\$5,036 each
- Initial Study	2017-2018	\$1,933 each	\$2,014 each
<b>PL02: Flood Review of Planning Application</b>			
- a. Base Fee	2018-2019	\$186 per application	\$193 per application
- b. Conditional Letter of Map Revision (CLOMR)/Letter of Map Revision (LOMR) Review	2017-2018	\$967	\$1,007
- c. Flood Study Review	2017-2018	\$744	\$774
- d. NSJ Flood Blockage Review	2017-2018	\$558	\$581
- e. Public Outreach	2009-2010	Time and Materials	Time and Materials
<b>PL03: NPDES (C.3 Requirements)</b>			
- a. Land use of Concern (5,000 SF - 9,999 SF)	2018-2019	\$1,264	\$1,317
- b1. Projects required to submit numeric sizing: 10,000 SF - 1 acre	2017-2018	\$1,264	\$1,317
- b2. Projects required to submit numeric sizing: > 1 acre - 5 acres	2017-2018	\$1,562	\$1,627
- b3. Projects required to submit numeric sizing: > 5 acres and higher	2017-2018	\$1,933	\$2,014
- c1. Additional Reviews	2009-2010	Time and Materials	Time and Materials
- d. Projects not required to submit numeric sizing	2017-2018	\$186	\$193
- e. HMP Analysis/Review	2017-2018	Time and Materials	Time and Materials
<b>PL04: Zoning (Conventional)</b>			
- Conventional Zoning	2017-2018	\$595 per zoning	\$619 per zoning
<b>PL05: PD Zoning (PDC)</b>			
- a1. Non-Residential - Per SF: 1-500	2017-2018	\$1,080	\$1,123
- a2. Non-Residential - Per SF: 501-4,999	2017-2018	\$1,190	\$1,239
- a3. Non-Residential - Per SF: 5,000-49,999	2018-2019	\$1,190 + \$0.10/SF > 5,000	\$1,239 + \$0.11/SF > 5,000
- a4. Non-Residential - Per SF: 50,000-99,999	2018-2019	\$5,577 + \$0.03/SF > 50,000	\$5,811 + \$0.03/SF > 50,000
- a5. Non-Residential - Per SF: 100,000 or more	2018-2019	\$7,102 + \$0.01/SF > 100,000	\$7,399 + \$0.01/SF > 100,000
- b1. Residential - Per DU: 1-2	2017-2018	\$1,078	\$1,123



## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Public Works</u></b>			
<b>PL05: PD Zoning (PDC)</b>			
- b2. Residential - Per DU: 3-24	2018-2019	\$1,190 + \$199.43/DU	\$1,239 + \$207.79/DU
- b3. Residential - Per DU: 25-99	2017-2018	\$5,577 plus \$20/DU	\$5,811 + \$21.18/DU
- b4. Residential - Per DU: 100-499	2018-2019	\$7,102 + \$7.44/DU	\$7,399 + \$7.75/DU
- b5. Residential - Per DU: 500 or More	2018-2019	\$10,076 + \$7.44/DU	\$10,498 + \$7.75/DU
<b>PL06: PD Permit (PD)</b>			
- a. Non-Residential - Per SF: No Construction	2018-2019	\$297 per project	\$309 per project
- b. Non-Residential - Per SF: 1-500	2017-2018	\$446	\$464
- c. Non-Residential - Per SF: 501-4,999	2017-2018	\$1,487	\$1,549
- d. Non-Residential - Per SF: 5,000-49,999	2018-2019	\$1,487 + \$0.03/SF > 5,000	\$1,549 + \$0.03/SF > 5,000
- e. Non-Residential - Per SF: 50,000-99,999	2018-2019	\$2,826 + \$0.03/SF > 50,000	\$2,944 + \$0.03/SF > 50,000
- f. Non-Residential - Per SF: 100,000 or more	2018-2019	\$4,164 + \$0.01/SF > 100,000	\$4,338 + \$0.01/SF > 100,000
- g. Residential - Per DU: No Construction	2018-2019	\$297 per project	\$309 per project
- h. Residential - Per DU: 1-2	2017-2018	\$446	\$464
- i. Residential - Per DU: 3-24	2018-2019	\$595 + \$116/DU	\$619 + \$121/DU
- j. Residential - Per DU: 25-99	2018-2019	\$3,160 + \$13/DU	\$3,292 + \$13/DU
- k. Residential - Per DU: 100-499	2018-2019	\$4,164 + \$5/DU	\$4,338 + \$5/DU
- l. Residential - Per DU: 500 or more	2018-2019	\$6,544 + \$5/DU	\$6,818 + \$5/DU
<b>PL07: Preliminary Review</b>			
- Enhanced Review	2017-2018	\$1,339 each plus additional time and materials	\$1,394 each plus additional time and materials
- Focused Review	2017-2018	\$892 each plus additional time and materials	\$929 each plus additional time and materials
<b>PL08: Site Development/Conditional Use/Special Use</b>			
- a. Non-Residential - Per SF: No Construction	2018-2019	\$234 per project	\$243 per project
- b. Non-Residential - Per SF: 1-500	2009-2010	\$825	\$858
- c. Non-Residential - Per SF: 501-49,999	2009-2010	\$2,978 plus \$0.164/SF	\$3,097 + \$0.17/SF
- d. Non-Residential - Per SF: 50,000-99,999	2009-2010	\$4,459 plus \$0.016/SF	\$4,637 + \$0.017/SF
- e. Non-Residential - Per SF: 100,000 or more	2018-2019	\$6,043 + \$0.01/SF	\$6,284 + \$0.01/SF
- f. Residential - Per DU: No Construction	2018-2019	\$234 per project	\$243 per project

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Public Works</u></b>			
<b>PL08: Site Development/Conditional Use/Special Use</b>			
- g. Residential - Per DU: 1-2	2009-2010	\$825	\$858
- h. Residential - Per DU: 3-24	2009-2010	\$2,848 plus \$71/DU	\$2,961 + \$73/DU
- i. Residential - Per DU: 25-99	2009-2010	\$4,136 plus \$19/DU	\$4,301 + \$19/DU
- j. Residential - Per DU: 100 or more	2017-2018	\$6,043 plus \$6/DU	\$6,284 + \$6/DU
<b>PL09: Special Permits</b>			
- a. Drive Thru	2018-2019	\$1,190 each + permit fee	\$1,239 each + permit fee
- b. Day Care/Private School	2018-2019	\$1,487 each + permit fee	\$1,549 each + permit fee
- c. Miscellaneous Permits (A2, V, AT, etc.)	2017-2018	\$297 each	\$309 each
- d. Non-Standard Development Applications	Pre-2000-2001	Based upon time and materials or as defined in written agreement	Based upon time and materials or as defined in written agreement
<b>PL10: Tentative Map (T/PT)</b>			
- Certificate of Compliance			\$813 per certificate
- Planning Tentative Map	2017-2018	\$1,078 each	\$1,123 each
- Tentative Map	2017-2018	\$2,305 each	\$2,401 each
<b>PL11: General Plan Amendments</b>			
- General Plan Amendment (GPA)	2017-2018	\$595 per Amendment	\$619 per amendment
<b>PL13: Streamside Protection</b>			
- Streamside Protection - Basic Review	2017-2018	\$297 per review	\$309 per review
- Streamside Protection - Comprehensive Review	2017-2018	\$744 per review	\$774 per review
<b>PL14: Traffic Analysis</b>			
- a. In-House Analysis	2017-2018	\$1,264 per analysis	\$1,317 per analysis
- b1. Traffic Impact Analysis (TIA) Workscope: per PHT: 1-99	2018-2019	\$3,123 + DOT fee	\$3,254 + DOT fee
- b2. TIA Workscope: per PHT: 100-198	2018-2019	\$3,123 + \$5/PHT > 99 PHT + DOT fee	\$3,254 + \$5/PHT > 99 PHT + DOT fee
- b3. TIA Workscope: per PHT: 199 or more	2018-2019	\$3,718 + \$5/PHT > 199 PHT + DOT fee	\$3,874 + \$5/PHT > 199 PHT + DOT fee
- c1. Traffic Impact Analysis (TIA) Report Review: per PHT: 1-99	2018-2019	\$3,570 + DOT fee	\$3,719 + DOT fee
- c2. TIA Report Review: per PHT: 100-198	2018-2019	\$3,570 + \$11/PHT > 99 PHT + DOT fee	\$3,719 + \$11/PHT > 99 PHT + DOT fee
- c3. TIA Report Review: per PHT: 199 or more	2018-2019	\$4,685 + \$9/PHT > 199 PHT + DOT fee	\$4,881 + \$9/PHT > 199 PHT + DOT fee
- d1. Local Transportation Analysis (LTA) Workscope: per PHT: 1-99	2018-2019	\$2,008 + DOT fee	\$2,091 + DOT fee
- d2. LTA Workscope: per PHT: 100-198	2018-2019	\$2,008 + \$2/PHT > 99 PHT + DOT fee	\$2,091 + \$2/PHT > 99 PHT + DOT fee

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Public Works</u></b>			
<b>PL14: Traffic Analysis</b>			
- d3. LTA Workslope: per PHT: 199 or more	2018-2019	\$2,305 + \$1/PHT > 199 PHT + DOT fee	\$2,401 + \$1/PHT > 199 PHT + DOT fee
- e1. Local Transportation Analysis (LTA) Report Review: per PHT: 1-99	2018-2019	\$2,157 + DOT fee	\$2,246 + DOT fee
- e2. LTA Report Review: per PHT: 100-198	2018-2019	\$2,157 + \$7/PHT > 99 PHT + DOT Fee	\$2,246 + \$7/PHT > 99 PHT + DOT Fee
- e3. LTA Report Review: per PHT: 199-498	2018-2019	\$2,900 + \$4/PHT > 199 PHT + DOT Fee	\$3,021 + \$4/PHT > 199 PHT + DOT Fee
- e4. LTA Report Review: per PHT: 499 or more	2018-2019	\$4,164 + additional time and materials + DOT fee	\$4,338 + additional time and materials + DOT fee
- e5. Vehicle Miles Traveled (VMT) Analysis			Time & Materials
<b>PW03: Encroachment: Private Utility Permits</b>			
- Arterial Utility Trench (0-40 LF)	2018-2019	\$1,487 per project + City USA + Record Retention	\$1,549 per project + City USA + Record Retention
- Arterial Utility Trench (Each additional 40 LF)	2018-2019	\$223 + City USA + Record Retention	\$232 + City USA + Record Retention
- Local/Collector Major Utility Trench (0-40 LF)	2018-2019	\$892 per project + City USA + Record Retention	\$929 per project + City USA + Record Retention
- Local/Collector Major Utility Trench (Each additional 40 LF)	2018-2019	\$149 + City USA + Record Retention	\$155 + City USA + Record Retention
- Minor Utility Trench (0-20 LF)	2018-2019	\$119 per project + City USA + Record Retention	\$123 per project + City USA + Record Retention
- New Street Utility Trench (0-40 LF)	2018-2019	\$595 per project + Record Retention	\$619 per project + Record Retention
- New Street Utility Trench (Each additional 40 LF)	2018-2019	\$74 + Record Retention	\$77 + Record Retention
<b>PW04: Encroachment: Revocable Permits</b>			
- a1. Soil Sampling Borings (1st 3 locations)	2018-2019	\$1,078 + City USA + Record Retention	\$1,123 + City USA + Record Retention
- a2. Soil Sampling Borings (Each additional location)	2018-2019	\$223 each additional well/location + City USA + Record Retention	\$232 each additional well/location + City USA + Record Retention
- a3. Potholing (1st 3 locations)	2018-2019	\$1,078 + City USA + Record Retention	\$1,123 + City USA + Record Retention
- a4. Potholing (Each additional location)	2018-2019	\$223 each additional well/location + City USA + Record Retention	\$232 each additional well/location + City USA + Record Retention
- a5. Construction/Destruction of Water Monitoring Wells (1st 3 wells)	2018-2019	\$1,078 + City USA + Record Retention	\$1,123 + City USA + Record Retention
- a6. Construction/Destruction of Water Monitoring Wells (Each additional well)	2018-2019	\$223 each additional well/location + City USA + Record Retention	\$232 each additional well/location + City USA + Record Retention
- b. Crane in Public Right-of-Way (any type)	2018-2019	\$1,785 per permit + Record Retention	\$1,859 per permit + Record Retention

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Public Works</u></b>			
<b>PW04: Encroachment: Revocable Permits</b>			
- c1. Scaffolding, Construction Fence or Wall, etc. (per frontage)	2018-2019	\$1,078 per frontage + Record Retention per frontage	\$1,123 per frontage + Record Retention per frontage
- c2. Facade Improvements/Debris Chutes	2018-2019	\$1,078 per frontage + Record Retention per frontage	\$1,123 per frontage + Record Retention per frontage
- d. Inspection of Repairs to City Infrastructure	2018-2019	Time and Materials (\$596 minimum) + Record Retention	Time and Materials (\$619 minimum) + Record Retention
- e. Miscellaneous/Others	2018-2019	Time and Materials (\$1,078 minimum) + Record Retention	Time and Materials (\$1,123 minimum) + Record Retention
- f. Parklet	2018-2019	\$744 per Parklet + Record Retention	\$774 per Parklet + Record Retention
- g1. Private Encroachment in ROW: Balcony only	2018-2019	\$1,078 per application + Record Retention	\$1,123 per application + Record Retention
- g2. Private Encroachment in ROW: Major	2018-2019	\$4,127 per application + Record Retention	\$4,300 per application + Record Retention
- g3. Private Encroachment in ROW: Minor	2018-2019	\$1,078 per application + Record Retention	\$1,123 per application + Record Retention
- i. Revocable Permit Extensions	2018-2019	See Permit Extensions	See Permit Extensions
- j1. Sanitary Manhole Flow Monitoring (1st 3 wells/locations)	2018-2019	\$1,078 + Record Retention	\$1,123 + Record Retention
- j2. Sanitary Manhole Flow Monitoring (Each additional well/location)	2018-2019	\$223 each additional well/location + Record Retention	\$232 each additional well/location + Record Retention
- k1. Sign Installed with Hydraulic Crane	2018-2019	\$1,078 per project + Record Retention	\$1,123 per project + Record Retention
- k2. Sign installed with Scissor Lift	2018-2019	\$595 per project + Record Retention	\$619 per project + Record Retention
- l1. Street Closure (Half street)	2018-2019	\$1,041 per project + Record Retention	\$1,084 per project + Record Retention
- l2. Street Closure (All street)	2018-2019	\$1,339 per project + Record Retention	\$1,394 per project + Record Retention
- m. Temporary Portable Storage Unit in Right-of-Way	2018-2019	\$149 per storage unit + Record Retention	\$155 per storage unit + Record Retention
- n. Tiebacks for Retaining Walls/Shoring	2018-2019	\$2,082 per permit + Record Retention	\$2,169 per permit + Record Retention
- o. Water-Vapor-Soil Remediation	2018-2019	\$1,078 per system + City USA + Record Retention	\$1,123 per system + City USA + Record Retention
<b>PW05: Special (Assessment) District Fees - Segregation Map Review</b>			
- a. Annexation to an Existing District	2018-2019	Time and Materials (\$28,110 Deposit) + Record Retention	Time and Materials (\$29,000 Deposit) + Record Retention
- b. Assessment Certificate/Special Tax Notice	2018-2019	\$10 per certificate (notice) + Record Retention	\$10 per certificate (notice) + Record Retention

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Public Works</u></b>			
<b>PW05: Special (Assessment) District Fees - Segregation Map Review</b>			
- c1. Assessment Segregation Map Review: Each original District Parcel segregated	2018-2019	\$446 each parcel + Record Retention	\$464 each parcel + Record Retention
- c2. Assessment Segregation Map Review: Each resultant portion of each District Parcel	2018-2019	\$297 each parcel + Record Retention	\$309 each parcel + Record Retention
- d. Special District Formation	2018-2019	Time and Materials (\$37,629 Deposit) + Record Retention	Time and Materials (\$39,000 Deposit) + Record Retention
<b>PW06: Engineering &amp; Inspection - Public and Landscape</b>			
- a1. Public Street Improvements: \$1-\$24,999	2018-2019	\$8,446 + Record Retention	\$8,800 + Record Retention
- a2. Public Street Improvements: \$25,000-\$49,999	2018-2019	\$8,446 + 12.57% of amount > \$25,000 + Record Retention	\$8,800 + 13.09% of amount > \$25,000 + Record Retention
- a3. Public Street Improvements: \$50,000-\$99,999	2018-2019	\$11,589 + 19.34% of amount > \$50,000 + Record Retention	\$12,074 + 20.15% of amount > \$50,000 + Record Retention
- a4. Public Street Improvements: \$100,000-\$199,999	2018-2019	\$21,261 + 10.98% of amount > \$100,000 + Record Retention	\$22,151 + 11.44% of amount > \$100,000 + Record Retention
- a5. Public Street Improvements: \$200,000-\$499,999	2018-2019	\$32,242 + 7.06% of amount > \$200,000 + Record Retention	\$33,592 + 7.35% of amount > \$200,000 + Record Retention
- a6. Public Street Improvements: \$500,000-\$999,999	2018-2019	\$53,422 + 6.13% of amount > \$500,000 + Record Retention	\$55,660 + 6.39% of amount > \$500,000 + Record Retention
- a7. Public Street Improvements: over \$1,000,000	2018-2019	\$84,112 + 4.99% of amount > \$1,000,000 + Record Retention	\$87,636 + 5.20% of amount > \$1,000,000 + Record Retention
- b1. Public Landscape Improvements: First \$24,999	2018-2019	\$5,738 + Record Retention	\$5,978 + Record Retention
- b2. Public Landscape Improvements: \$25,000-\$49,999	2018-2019	\$5,738 + 13.92% of amount > \$25,000 + Record Retention	\$5,978 + 14.51% of amount > \$25,000 + Record Retention
- b3. Public Landscape Improvements: \$50,000-\$99,999	2018-2019	\$9,220 + 11.68% of amount > \$50,000 + Record Retention	\$9,605 + 12.17% of amount > \$50,000 + Record Retention
- b4. Public Landscape Improvements: \$100,000-\$199,999	2018-2019	\$15,062 + 8.96% of amount > \$100,000 + Record Retention	\$15,692 + 9.33% of amount > \$100,000 + Record Retention
- b5. Public Landscape Improvements: \$200,000-\$499,999	2018-2019	\$24,026 + 6.10% of amount > \$200,000 + Record Retention	\$25,032 + 6.36% of amount > \$200,000 + Record Retention
- b6. Public Landscape Improvements: \$500,000-\$999,999	2018-2019	\$42,339 + 4.33% of amount > \$500,000 + Record Retention	\$44,112 + 4.51% of amount > \$500,000 + Record Retention
- b7. Public Landscape Improvements: over \$1,000,000	2018-2019	\$64,004 + 3.65% of amount > \$1,000,000 + Record Retention	\$66,685 + 3.81% of amount > \$1,000,000 + Record Retention

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Public Works</u></b>			
<b>PW07: Engineering &amp; Inspection - Private/Extension/Multiple Reviews/Plan Revisions</b>			
- c1. Private Street Improvements: First \$24,999	2018-2019	\$4,648 + Record Retention	\$4,842 + Record Retention
- c2. Private Street Improvements: \$25,000 - \$49,999	2018-2019	\$4,648 + 9.07% of amount > \$25,000 + Record Retention	\$4,842 + 9.45% of amount > \$25,000 + Record Retention
- c3. Private Street Improvements: \$50,000 - \$99,999	2018-2019	\$6,916 + 5.35% of amount > \$50,000 + Record Retention	\$7,205 + 5.57% of amount > \$50,000 + Record Retention
- c4. Private Street Improvements: \$100,000 - \$199,999	2018-2019	\$9,593 + 5.02% of amount > \$100,000 + Record Retention	\$9,994 + 5.23% of amount > \$100,000 + Record Retention
- c5. Private Street Improvements: \$200,000- \$499,999	2018-2019	\$14,620 + 3.58% of amount > \$200,000 + Record Retention	\$15,232 + 3.73% of amount > \$200,000 + Record Retention
- c6. Private Street Improvements: \$500,000-\$999,999	2018-2019	\$25,358 + 2.96% of amount > \$500,000 + Record Retention	\$26,420 + 3.08% of amount > \$500,000 + Record Retention
- c7. Private Street Improvements: greater than \$1,000,000	2018-2019	\$40,157 + 2.45% of amount > \$1,000,000 + Record Retention	\$41,839 + 2.55% of amount > \$1,000,000 + Record Retention
- d1. Permit (first 2 extensions)	2018-2019	\$483 per extension + Record Retention	\$503 per extension + Record Retention
- d2. Permit-past 2 (6 month extensions)	2018-2019	\$1,153 each additional extension + Record Retention	\$1,200 each additional extension + Record Retention
- e1. Tract/Major-first 2 (6 month extensions)	2018-2019	\$967 per extension + Record Retention	\$1,007 per extension + Record Retention
- e2. Tract/Major-past 2 (6 month extensions)	2018-2019	\$2,231 each additional extension + Record Retention	\$2,324 each additional extension + Record Retention
- f. Multiple Plan Check (additional fee after the 3rd plan check)	2018-2019	4% surcharge to E&I fee for each additional review past 3rd plan check + Record Retention	4% surcharge to E&I fee for each additional review past 3rd plan check + Record Retention
- g. Plan Revision (Approved Plans)	2018-2019	\$446 per revision to approved plan + Record Retention	\$464 per revision to approved plan + Record Retention
<b>PW08: Grading/NPDES (C.3)/Drainage/Stormwater</b>			
- a1. Grading & Drainage Permit: Hillside (1-250 cy)	2018-2019	\$1,710 + Record Retention	\$1,782 + Record Retention
- a2. Grading & Drainage Permit: Hillside (251-499 cy)	2018-2019	\$1,710 + \$7.44/cy >250 + Record Retention	\$1,782 + \$7.75/cy >250 + Record Retention
- a3. Grading & Drainage Permit: Hillside (500-999 cy)	2018-2019	\$3,570 + \$1.49/cy >500 + Record Retention	\$3,719 + \$1.55/cy >500 + Record Retention
- a4. Grading & Drainage Permit: Hillside (1,000-9,999 cy)	2018-2019	\$4,313 + \$0.43/cy >1,000 + Record Retention	\$4,493 + \$0.45/cy >1,000 + Record Retention

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Public Works</u></b>			
<b>PW08: Grading/NPDES (C.3)/Drainage/Stormwater</b>			
- a5. Grading & Drainage Permit: Hillside (10,000-99,999 cy)	2018-2019	\$8,180 + \$0.27/cy >10,000 + Record Retention	\$8,522 + \$0.28/cy >10,000 + Record Retention
- a6. Grading & Drainage Permit: Hillside (greater than 100,000 cy)	2018-2019	\$31,977 + Time and Materials + Record Retention	\$33,316 + Time and Materials + Record Retention
- b1. Grading & Drainage Permit: Non-Hillside (1-250 cy)	2018-2019	\$1,041 + Record Retention	\$1,084 + Record Retention
- b2. Grading & Drainage Permit: Non-Hillside (251-499 cy)	2018-2019	\$1,041 + \$4.76/cy >250 + Record Retention	\$1,084 + \$4.96/cy >250 + Record Retention
- b3. Grading & Drainage Permit: Non-Hillside (500-999 cy)	2018-2019	\$2,231 + \$1.49/cy >500 + Record Retention	\$2,324 + \$1.55/cy >500 + Record Retention
- b4. Grading & Drainage Permit: Non-Hillside (1,000-9,999 cy)	2018-2019	\$2,975 + \$0.27/cy >1,000 + Record Retention	\$3,099 + \$0.28/cy >1,000 + Record Retention
- b5. Grading & Drainage Permit: Non-Hillside (10,000-99,999 cy)	2018-2019	\$5,354 + \$0.13/cy >10,000 + Record Retention	\$5,578 + \$0.14/cy >10,000 + Record Retention
- b6. Grading & Drainage Permit: Non-Hillside (greater than 100,000 cy)	2018-2019	\$17,104 + Time and Materials + Record Retention	\$17,820 + Time and Materials + Record Retention
- c1. Grading & Drainage Misc: Permit Exemption	2018-2019	\$372 + Record Retention	\$387 + Record Retention
- c2. Grading & Drainage Misc: Permit Renewal	2018-2019	\$74 + Record Retention	\$77 + Record Retention
- c3. Grading & Drainage Misc: Plan Revision	2018-2019	\$223 + Record Retention	\$232 + Record Retention
- c4. Grading & Drainage Misc: Potable (hydrant) Water Use Exception	2018-2019	\$112 + Record Retention	\$116 + Record Retention
- d1. NPDES (C.3 Requirement) Stormwater Treatment Measure	2018-2019	\$446 per treatment measure + Record Retention	\$464 per treatment measure + Record Retention
- d2. NPDES (C.3 Requirement) City review of Grading Plan's compliance: Land Use of Concern (5,000SF - 9,999SF)	2018-2019	\$446 + Record Retention	\$464 + Record Retention
- d3. NPDES (C.3 Requirement) City review of Grading Plan's compliance: Standard (10,000SF - 1 acre)	2018-2019	\$446 up to 1 acre + Record Retention	\$464 up to 1 acre + Record Retention
- d4. NPDES (C.3 Requirement) City review of Grading Plan's compliance: Standard (greater than 1 acre)	2018-2019	\$446 + \$223/each additional acre + Record Retention	\$464 + \$232/each additional acre + Record Retention
- d5. NPDES (C.3 Requirement) Multiple Additional Reviews	2018-2019	Time and Materials + Record Retention	Time and Materials + Record Retention

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Public Works</u></b>			
<b>PW08: Grading/NPDES (C.3)/Drainage/Stormwater</b>			
- d6. NPDES (C.3 Requirement) Inspection: HM Controls	2018-2019	Time and Materials (\$1,487 minimum) + Record Retention	Time and Materials (\$1,549 minimum) + Record Retention
- d7. NPDES (C.3 Requirement) HM Plan Review: Conformance	2018-2019	Time and Materials (\$1,190 minimum) + Record Retention	Time and Materials (\$1,239 minimum) + Record Retention
- d8. NPDES (C.3 Requirement) Storm Pump: Plan Review	2018-2019	\$521 per review/per pump + Record Retention	\$542 per review/per pump + Record Retention
- d9. NPDES (C.3 Requirement) Storm Pump: Inspection	2018-2019	Time and Materials (\$818 minimum) + Record Retention	Time and Materials (\$852 minimum) + Record Retention
- e1. On-Site Storm Plan Review 1-25 connections	2018-2019	\$29.76 per connection + Record Retention	\$30.95 per connection + Record Retention
- e2. On-Site Storm Plan Review 26-100 connections	2018-2019	\$744 + \$13.88 per connection >25 + Record Retention	\$774 + \$14.41 per connection >25 + Record Retention
- e3. On-Site Storm Plan Review 100 and more connections	2018-2019	\$1,785 + \$22.31 per connection > 100 + Record Retention	\$1,859 + \$23.24 per connection > 100 + Record Retention
- e4. On-Site Storm Inspection 1-25 connections	2018-2019	\$47.60 per connection + Record Retention	\$49.51 per connection + Record Retention
- e5. On-Site Storm Inspection 26-100 connections	2018-2019	\$1,190 + \$23.80 per connection > 25 + Record Retention	\$1,239 + \$24.79 per connection > 25 + Record Retention
- e6. On-Site Storm Inspection 100 and more connections	2018-2019	\$2,975 + \$32.72 per connection > 100 + Record Retention	\$3,099 + \$34.09 per connection > 100 + Record Retention
- f1. On-Site Storm Plan Review 1-25 inlets/drains	2018-2019	\$35.68 per inlet/drain + Record Retention	\$37.04 per inlet/drain + Record Retention
- f2. On-Site Storm Plan Review 26-100 inlets/drains	2018-2019	\$892 + \$11.90 per inlet/drain > 25 + Record Retention	\$929 + \$12.38 per inlet/drain > 25 + Record Retention
- f3. On-Site Storm Plan Review 100+ inlets/drains	2018-2019	\$1,785 + \$23.80 per inlet/drain > 100 + Record Retention	\$1,859 + \$24.79 per inlet/drain > 100 + Record Retention
- f4. On-Site Storm Inspection 1-25 inlets/drains	2018-2019	\$47.60 per inlet/drain + Record Retention	\$49.51 per inlet/drain + Record Retention
- f5. On-Site Storm Inspection 26-100 inlets/drains	2018-2019	\$1,190 + \$23.80 per inlet/drain > 25 + Record Retention	\$1,239 + \$24.79 per inlet/drain > 25 + Record Retention
- f6. On-Site Storm Inspection 100+ inlets/drains	2018-2019	\$2,975 + \$32.72 per inlet/drain > 100 + Record Retention	\$3,099 + \$34.09 per inlet/drain > 100 + Record Retention
- g1. On-Site Earth Shoring Plan Review	2018-2019	Time and Materials (\$2,040 Minimum) + Record Retention	Time and Materials (\$2,121 Minimum) + Record Retention
- g2. On-Site Earth Retaining Structure Plan Review (base fee at 4ft wall, MSE wall/conventional)	2018-2019	\$669 + \$134/ft > 4 ft + Record Retention	\$697 + \$139/ft > 4 ft + Record Retention



## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Public Works</u></b>			
<b>PW08: Grading/NPDES (C.3)/Drainage/Stormwater</b>			
- g3. On-Site Earth Retaining Structure Plan Review (base fee at 4ft wall, pier/grade BM, RTW w/Tiebacks)	2018-2019	\$967 + \$149/ft > 4 ft + Record Retention	\$1,007 + \$155/ft > 4 ft + Record Retention
- g4. On-Site Earth Retaining Structure Inspection (base fee at 50 l.f., MSE wall/conventional)	2018-2019	\$521 + \$104/additional 10 l.f. >50 l.f. + Record Retention	\$542 + \$108/additional 10 l.f. >50 l.f. + Record Retention
- g5. On-Site Earth Retaining Structure Inspection (base fee at 50 l.f. pier grade BM, RTW w/ Tiebacks)	2018-2019	\$744 + \$149/additional 10 l.f. >50 l.f. + Record Retention	\$774 + \$155/additional 10 l.f. >50 l.f. + Record Retention
<b>PW09: Grading: Erosion Control</b>			
- Type I	2018-2019	\$6,693 + Record Retention	\$6,973 + Record Retention
- Type II	2018-2019	\$3,421 + Record Retention	\$3,564 + Record Retention
- Type III	2018-2019	\$1,339 + Record Retention	\$1,394 + Record Retention
- Type IV	2018-2019	\$446 + Record Retention	\$464 + Record Retention
<b>PW10: Geologic Hazard Zone - Investigation</b>			
- Other New Development	2018-2019	\$3,570 per review + Record Retention	\$3,719 per review + Record Retention
- Single Family Addition	2018-2019	\$1,190 per review + Record Retention	\$1,239 per review + Record Retention
- Single Family New	2018-2019	\$2,231 per review + Record Retention	\$2,324 per review + Record Retention
<b>PW11: Geologic Hazard Zone - Application</b>			
- Other New Development	2018-2019	\$1,636 per review + Record Retention	\$1,704 per review + Record Retention
- Single Family Addition	2018-2019	\$297 per review + Record Retention	\$309 per review + Record Retention
- Single Family New	2018-2019	\$1,190 per review + Record Retention	\$1,239 per review + Record Retention
<b>PW12: Geologic Hazard Zone - Assessment</b>			
- Other New Development	2018-2019	\$1,487 per review + Record Retention	\$1,549 per review + Record Retention
- Single Family Addition	2018-2019	\$595 per review + Record Retention	\$619 per review + Record Retention
- Single Family New	2018-2019	\$1,487 per review + Record Retention	\$1,549 per review + Record Retention
<b>PW13: Geologic Hazard Zone - Study Area (SGHSA)</b>			
- Special Geologic Hazard Study Area	2018-2019	Time and materials (\$1,490 initial deposit) + Record Retention	Time and materials (\$1,549 minimum) + Record Retention
<b>PW14: Hazard Zone Clearance: Seismic Hazard Report</b>			
- City Review of Consultant Report	2018-2019	\$1,115 per review + Record Retention	\$1,162 per review + Record Retention

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Public Works</u></b>			
<b>PW15: Hazard Zone Clearance: Flood Zone</b>			
- a. Existing Accessory Structure: Non-Substantial Improvement Required Detailed Review	2018-2019	\$297 per project + Record Retention	\$309 per structure + Record Retention
- b. Existing Accessory Structure: Non-Substantial Improvement Not Required Detailed Review	2018-2019	\$223 per project + Record Retention	\$232 per structure + Record Retention
- c. Existing Accessory Structure: Substantial Improvement as New	2018-2019	\$223 per project + Record Retention	\$232 per structure + Record Retention
- d. Existing Accessory Structure: Substantial Improvement Reviewed as Planning Application	2018-2019	\$223 per project + Record Retention	\$232 per structure + Record Retention
- e. Existing Accessory Structure: Substantial Improvement Requiring Floodproof Mitigation			\$309 per structure
- f. Existing Structure: Non-Substantial Improvement Required Detail Review	2018-2019	\$446 per project + Record Retention	\$464 per structure + Record Retention
- g. Existing Structure: Non-Substantial Improvement Not Required Detail Review	2018-2019	\$223 per project + Record Retention	\$232 per structure + Record Retention
- h. Existing Structure: Substantial Improvement Reviewed as New	2018-2019	\$297 per project + Record Retention	\$309 per structure + Record Retention
- i. Existing Structure: Substantial Improvement Reviewed as Planning Application	2018-2019	\$223 per project + Record Retention	\$232 per structure + Record Retention
- j. Existing Structure: Substantial Improvement Requiring Floodproof Mitigation			\$309 per structure
- k. Field Inspection of Finished Construction (1st Inspection)	2018-2019	\$297 per project + Record Retention	\$309 per inspection + Record Retention
- l. Field Inspection of Finished Construction (2nd Inspection +)			\$155 per inspection + Record Retention
- m. New Accessory Structure: Reviewed as New Engineering Application	2018-2019	\$446 per project + Record Retention	\$464 per structure + Record Retention
- n. New Structure: Reviewed as Planning Application	2018-2019	\$297 per project + Record Retention	\$309 per structure + Record Retention
- o. New Structure: Reviewed as New Engineering Application	2018-2019	\$446 per project + Record Retention	\$464 per structure + Record Retention

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Public Works</u></b>			
<b>PW15: Hazard Zone Clearance: Flood Zone</b>			
- p. New Accessory Structure: Reviewed as Planning Application	2018-2019	\$297 per project + Record Retention	\$309 per structure + Record Retention
<b>PW16: Mapping and Vacations/Abandonments</b>			
- a. 1 lot Parcel Map for Condos	2018-2019	\$6,243 per map + Record Retention	\$6,505 per map + Record Retention
- b. Parcel Map with a Tentative Map	2018-2019	\$5,652 per map + Record Retention	\$5,888 per map + Record Retention
- c. Parcel Map Not Requiring a Tentative Map	2018-2019	\$6,395 per map + Record Retention	\$6,663 per map + Record Retention
- d. 1 lot Tract Map for Condos	2018-2019	\$6,243 per application + Record Retention	\$6,505 per application + Record Retention
- e1. Final Map (0-2 Lots)	2018-2019	\$6,693 + Record Retention	\$6,973 + Record Retention
- e2. Final Map (2-19 Lots)	2018-2019	\$6,693 + \$58.91 per Lot >2 + Record Retention	\$6,973 + \$61.38 per Lot >2 + Record Retention
- e3. Final Map (20-49 Lots)	2018-2019	\$7,753 + \$47.15 per Lot >20 + Record Retention	\$8,078 + \$49.12 per Lot >20 + Record Retention
- e4. Final Map (50-99 Lots)	2018-2019	\$9,168 + \$41.61 per Lot >50 + Record Retention	\$9,551 + \$43.36 per Lot >50 + Record Retention
- e5. Final Map (100 Lots or more)	2018-2019	\$11,248 + \$29.75 per Lot > 100 + Record Retention	\$11,719 + \$30.99 per Lot > 100 + Record Retention
- f. Tract Maps: Vertical Subdivision	2018-2019	Time and Material (\$7,697 Minimum) + Record Retention	Time and Material (\$8,019 Minimum) + Record Retention
- g. Amended Map	2018-2019	\$4,239 per map + Record Retention	\$4,416 per map + Record Retention
- h. Certificate of Correction to Recorded Map	2018-2019	\$781 per certificate + Record Retention	\$813 per certificate + Record Retention
- i. Standard Vacation	2018-2019	\$5,689 per application + Record Retention	\$5,927 per application + Record Retention
- j. Summary Vacation	2018-2019	\$4,127 per application + Record Retention	\$4,300 per application + Record Retention
- k. Vacation with Sale	2018-2019	\$7,027 per application + Record Retention	\$7,321 per application + Record Retention
- l. Real Estate Analysis Review	2018-2019	Time and Materials (\$1,018 minimum) + Record Retention	Time and Materials (\$1,500 minimum) + Record Retention
- m. Separate Instrument Easement Dedication	2018-2019	\$1,041 per easement + Record Retention	\$1,084 per easement + Record Retention
<b>PW17: Materials Testing Laboratory</b>			
- a. Bus Pad Testing	2018-2019	\$4,759 per pad + Record Retention	\$4,958 per pad + Record Retention

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Public Works</u></b>			
<b>PW17: Materials Testing Laboratory</b>			
- b. Non-Standard - Testing	2018-2019	Time and Materials (\$596 minimum) plus Standard Testing Fee + Record Retention	Time and Materials (\$619 minimum) plus Standard Testing Fee + Record Retention
- c. Other MTL Testing (failure analysis, consultation)	2018-2019	Time and Materials (\$596 Minimum) + Record Retention	Time and Materials (\$619 Minimum) + Record Retention
- d1. Sewer Pipe Plan Q/A Inspection (400'-1,200'RCP)	2018-2019	\$2,380 per project + Record Retention	\$2,479 per project + Record Retention
- d2. Sewer Pipe Plan Q/A Inspection (>1,200'RCP)	2018-2019	\$2,380 + \$1.86/l.f. >1,200' + Record Retention	\$2,479 + \$1.94/l.f. >1,200' + Record Retention
- e1. Standard Testing (1-3,000 SF)	2018-2019	\$2,677 per project + Record Retention	\$2,789 per project + Record Retention
- e2. Standard Testing (3,001-10,000 SF)	2018-2019	\$7,734 per project + Record Retention	\$8,057 per project + Record Retention
- e3. Standard Testing (10,001-40,000 SF)	2018-2019	\$7,734 + \$0.36 per SF + Record Retention	\$8,057 + \$0.37 per SF + Record Retention
- e4. Standard Testing (40,001 or more SF)	2018-2019	\$18,591 + \$0.33 per SF + Record Retention	\$19,370 + \$0.36 per SF + Record Retention
- f1. Re-test - 3rd and subsequent (1-3,000 SF)	2018-2019	\$3,570 per project+ Record Retention	\$3,719 per project + Record Retention
- f2. Re-test - 3rd and subsequent (3,001-10,000 SF)	2018-2019	\$8,106 per project + Record Retention	\$8,445 per project + Record Retention
- f3. Re-test - 3rd and subsequent (10,001-40,000 SF)	2018-2019	\$19,112 + \$0.46 each additional SF + Record Retention	\$19,912 + \$0.48 each additional SF + Record Retention
- f4. Re-test - 3rd and subsequent (40,001 or more SF)	2018-2019	\$33,018 per project + \$0.83 each additional SF + Record Retention	\$34,401 per project + \$0.87 each additional SF + Record Retention
- g. Pavement Design: Non-Standard	2018-2019	Time and Materials (\$596 Minimum) plus Standard Testing Fee + Record Retention	Time and Materials (\$619 Minimum) plus Standard Testing Fee + Record Retention
- h. Research Design Fee	2018-2019	\$483 per project + Record Retention	\$503 per project + Record Retention
- i1. Pavement Design: Standard (1-10,000 SF)	2018-2019	\$4,611 + Record Retention	\$4,803 + Record Retention
- i2. Pavement Design: Standard (10,001-39,999 SF)	2018-2019	\$4,611 + \$0.09 per SF + Record Retention	\$4,803 + \$0.09 per SF + Record Retention
- i3. Pavement Design: Standard (40,000 or more SF)	2018-2019	\$7,436 + \$0.19 per SF + Record Retention	\$7,748 + \$0.20 per SF + Record Retention
<b>PW18: Miscellaneous Permits</b>			
- Residential Driveway	2018-2019	\$149 per driveway + Record Retention	\$155 per driveway + Record Retention
<b>PW19: Miscellaneous Fees &amp; Charges</b>			
- Non-Specific Miscellaneous Services: Inspection Staff	2017-2018	\$149/hr	\$155/hr

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Public Works</u></b>			
<b>PW19: Miscellaneous Fees &amp; Charges</b>			
- Non-Specific Miscellaneous Services: Office Staff	2017-2018	\$149/hr	\$155/hr
- Refund Processing Fee (for withdrawal, cancellation, or overpayment)	2018-2019	Non-Specific Miscellaneous Service: Office Staff \$149 hourly rate (1 hour minimum)	Non-Specific Miscellaneous Service: Office Staff \$155 hourly rate (1 hour minimum)
<b>PW20: Sewer Lateral Permits</b>			
- a. Arterial Lateral Sanitary/Storm (property line through 1st traffic lane)	2018-2019	\$1,785 per lateral + USA Fee + Record Retention	\$1,859 per lateral + USA Fee + Record Retention
- b. Arterial Lateral Sanitary/Storm (each additional traffic lane)	2018-2019	\$223 per additional lane of encroachment + USA Fee + Record Retention	\$232 per additional lane of encroachment + USA Fee + Record Retention
- c. Lateral Cleanout in Right-of-Way	2018-2019	\$446 per cleanout + USA Fee + Record Retention	\$464 per cleanout + USA Fee + Record Retention
- d. Local Collector Lateral Sanitary/Storm	2018-2019	\$1,190 per lateral + USA Fee + Record Retention	\$1,239 per lateral + USA Fee + Record Retention
<b>PW21: Streetlights/Traffic</b>			
- a. Initial Streetlight Evaluation	2018-2019	\$446 + Record Retention	\$464 + Record Retention
- b. Streetlight Design (1 Streetlight)	2018-2019	\$1,562 + Record Retention	\$1,859 + Record Retention
- c. Streetlight Design (2-10 Streetlights)	2018-2019	\$2,826 + \$1,264 per streetlight >2 + Record Retention	\$3,254 + \$1,395 per streetlight >2 + Record Retention
- d. Streetlight Design (11-20 Streetlights)	2018-2019	\$13,757 + \$818 per streetlight >11 + Record Retention	\$15,341 + \$930 per streetlight >11 + Record Retention
- e. Streetlight Design (>20 Streetlights)	2018-2019	\$21,120 + \$595 each additional light >20 + Record Retention	\$23,708 + \$619 each additional light >20 + Record Retention
- f. Streetlight Review (1 Streetlight)	2018-2019	\$1,190 per streetlight + Record Retention	\$1,549 per streetlight + Record Retention
- g. Streetlight Review (2-10 Streetlights)	2018-2019	\$2,082 + \$892 per streetlight >2 + Record Retention	\$2,479 + \$930 per streetlight >2 + Record Retention
- h. Streetlight Review (11-20 Streetlights)	2018-2019	\$9,742 + \$521 per streetlight >11 + Record Retention	\$10,459 + \$542 per streetlight >11 + Record Retention
- i. Streetlight Review (>20 Streetlights)	2018-2019	\$14,427 + \$372 each additional light >20 + Record Retention	\$15,341 + \$387 each additional light >20 + Record Retention
- j. Streetlight Inspection (1 Streetlight)	2018-2019	\$1,785 per streetlight + Record Retention	\$1,859 per streetlight + Record Retention
- k. Streetlight Inspection (2-10 Streetlights)	2018-2019	\$3,013 + \$1,228 per streetlight >2 + Record Retention	\$3,139 + \$1,279 per streetlight >2 + Record Retention
- l. Streetlight Inspection (11-20 Streetlights)	2018-2019	\$13,674 + \$833 per streetlight >11 + Record Retention	\$14,247 + \$868 per streetlight >11 + Record Retention

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Public Works</u></b>			
<b>PW21: Streetlights/Traffic</b>			
- m. Streetlight Inspection (>20 Streetlights)	2018-2019	\$21,170 + \$562 for each additional light >20 + Record Retention	\$22,057 + \$585 for each additional light >20 + Record Retention
- n. Streetlight Re-inspection (>2 re-inspection)	2018-2019	\$260 per inspection + Record Retention	\$271 per inspection + Record Retention
- o. Traffic Signal Inspection (Major Modification)	2018-2019	\$17,349 per signal + Record Retention	\$18,076 per signal + Record Retention
- p. Traffic Signal Inspection (Minor Modification)	2018-2019	\$10,389 per signal + Record Retention	\$10,823 per signal + Record Retention
- q. Traffic Signal Inspection (New)	2018-2019	\$21,662 per signal + Record Retention	\$22,569 per signal + Record Retention
<b>PW22: USA Locating: Non-Residential</b>			
- a. First \$24,999	2018-2019	\$967 + Record Retention	\$1,007 + Record Retention
- b. \$25,000-\$49,999	2018-2019	\$967 + 2.67% of value >\$25,000 + Record Retention	\$1,007 + 2.78% of value >\$25,000 + Record Retention
- c. \$50,000-\$99,999	2018-2019	\$1,636 + 2.08% of value >\$50,000 + Record Retention	\$1,704 + 2.16% of value >\$50,000 + Record Retention
- d. \$100,000-\$199,999	2018-2019	\$2,677 + 1.04% of value >\$100,000 + Record Retention	\$2,789 + 1.08% of value >\$100,000 + Record Retention
- e. \$200,000-\$499,999	2018-2019	\$3,718 + 0.69% of value >\$200,000 + Record Retention	\$3,874 + 0.72% of value >\$200,000 + Record Retention
- f. \$500,000-\$999,999	2018-2019	\$5,800 + 0.89% of value >\$500,000 + Record Retention	\$6,043 + 0.93% of value >\$500,000 + Record Retention
- g. Over \$1,000,000	2018-2019	\$10,262 + 0.51% of value >\$1,000,000 + Record Retention	\$10,692 + 0.53% of value >\$1,000,000 + Record Retention
<b>PW23: USA Locating: Residential</b>			
- a. First \$24,999	2018-2019	\$967 + Record Retention	\$1,007 + Record Retention
- b. \$25,000-\$49,999	2018-2019	\$967 + 2.67% of value >\$25,000 + Record Retention	\$1,007 + 2.78% of value >\$25,000 + Record Retention
- c. \$50,000-\$99,999	2018-2019	\$1,636 + 2.08% of value >\$50,000 + Record Retention	\$1,704 + 2.16% of value >\$50,000 + Record Retention
- d. \$100,000-\$199,999	2018-2019	\$2,677 + 1.04% of value >\$100,000 + Record Retention	\$2,789 + 1.08% of value >\$100,000 + Record Retention
- e. \$200,000-\$499,999	2018-2019	\$3,718 + 0.69% of value >\$200,000 + Record Retention	\$3,874 + 0.72% of value >\$200,000 + Record Retention
- f. \$500,000-\$999,999	2018-2019	\$5,800 + 0.89% of value >\$500,000 + Record Retention	\$6,043 + 0.93% of value >\$500,000 + Record Retention

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Public Works</u></b>			
<b>PW23: USA Locating: Residential</b>			
- g. Over \$1,000,000	2018-2019	\$10,262 + 0.51% of value >\$1,000,000 + Record Retention	\$10,692 + 0.53% of value >\$1,000,000 + Record Retention
<b>Permit Application Fees</b>			
- Animal permit application	2018-2019	\$178 per permit	\$197 per permit
- Animal permit application renewal fee	2018-2019	\$93 per permit	\$106 per permit
- Dangerous animal permit application fee	2018-2019	\$178 per permit	\$197 per permit
- Dangerous dog permit application	2018-2019	\$178 per permit	\$197 per permit
<b><u>Transportation</u></b>			
<b>Development Review and Traffic Analysis Permits</b>			
- Improvement Plan Review: 3-major	2018-2019	\$2,246 per application plus 1% of construction cost	\$2,499 per application plus 1% of construction cost
- Improvement Plan Review: 3-minor	2017-2018	\$370 per application plus 1% of construction cost	\$414 per application plus 1% of construction cost
- Improvement Plan Review: Tract	2018-2019	\$2,246 per application plus 1% of construction cost	\$2,499 per application plus 1% of construction cost
- Plan Development (PD, CP, SP) Residential: 3-24 Dwelling Units	2018-2019	\$259 per application	\$397 per application
- Plan Development (PD, CP, SP) Non- Residential: 501-9,999 sq. ft.	2018-2019	\$259 per application	\$397 per application
- Plan Development (PD, CP, SP) Non- Residential: 0-500 sq. ft.	2018-2019	\$259 per application	\$397 per application
- Plan Development (PD, CP, SP) Non- Residential: 10,000-99,999 sq. ft.	2018-2019	\$389 per application	\$596 per application
- Plan Development (PD, CP, SP) Non- Residential: Greater than 99,999 sq. ft.	2018-2019	\$518 per application	\$795 per application
- Plan Development (PD, CP, SP) Residential: 0-2 Dwelling Units	2018-2019	\$259 per application	\$397 per application
- Plan Development (PD, CP, SP) Residential: Greater than 99 Dwelling Units	2018-2019	\$518 per application	\$795 per application
- Plan Development (PD, CP, SP) Residential: 25-99 Dwelling Units	2018-2019	\$389 per application	\$596 per application
- Plan Development Zoning (PDC) Non- Residential: 0-500 sq. ft.	2018-2019	\$259 per application	\$397 per application
- Plan Development Zoning (PDC) Non- Residential: 501-9,999 sq. ft.	2018-2019	\$259 per application	\$397 per application

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Transportation</u></b>			
<b>Development Review and Traffic Analysis Permits</b>			
- Plan Development Zoning (PDC) Non-Residential: 10,000-99,999 sq. ft.	2018-2019	\$518 per application	\$795 per application
- Plan Development Zoning (PDC) Non-Residential: Greater than 99,999 sq. ft.	2018-2019	\$1,036 per application	\$1,591 per application
- Plan Development Zoning (PDC) Residential: 0-2 Dwelling Units	2018-2019	\$259 per application	\$397 per application
- Plan Development Zoning (PDC) Residential: 3-24 Dwelling Units	2018-2019	\$259 per application	\$397 per application
- Plan Development Zoning (PDC) Residential: Greater than 99 Dwelling Units	2018-2019	\$518 per application	\$795 per application
- Plan Development Zoning (PDC) Residential: 25-99 Dwelling Units	2018-2019	\$389 per application	\$596 per application
- Site Development (H) Permit Non-Residential: 0-500 sq. ft.	2018-2019	\$259 per permit	\$397 per permit
- Site Development (H) Permit Non-Residential: 501-9,999 sq. ft.	2018-2019	\$389 per permit	\$596 per permit
- Site Development (H) Permit Non-Residential: 10,000-99,999 sq. ft.	2018-2019	\$518 per permit	\$795 per permit
- Site Development (H) Permit Non-Residential: Greater than 99,999 sq. ft.	2018-2019	\$1,036 per permit	\$1,591 per permit
- Site Development (H) Permit Residential 25-99 Dwelling Units	2018-2019	\$389 per permit	\$596 per permit
- Site Development (H) Permit Residential: 0-2 Dwelling Units	2018-2019	\$259 per permit	\$397 per permit
- Site Development (H) Permit Residential: 3-24 Dwelling Units	2018-2019	\$259 per permit	\$397 per permit
- Site Development (H) Permit Residential: Greater than 99 Dwelling Units	2018-2019	\$518 per permit	\$795 per permit
- Standard Traffic Analysis Report: 1-99 Peak Hour Trips (PHT)	2018-2019	\$424 per report	\$431 per report
- Standard Traffic Analysis Report: 100-198 PHT	2018-2019	\$636 per report plus \$2 per PHT	\$862 per report plus \$2 per PHT
- Standard Traffic Analysis Report: 199 or greater PHT	2018-2019	\$954 per report plus \$2 per PHT (\$1,900 maximum)	\$1,293 per report plus \$2 per PHT (\$1,940 maximum)
- Standard or Operational Workslope Report: 1-99 Peak Hour Trips	2018-2019	\$318 per report	\$431 per report



## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Transportation</u></b>			
<b>Development Review and Traffic Analysis Permits</b>			
- Standard or Operational Workscope Report: 100-198 Peak Hour Trips	2018-2019	\$530 per report	\$718 per report
- Standard or Operational Workscope Report: 199 PHT or greater	2018-2019	\$636 per report plus \$2 per PHT (\$1,590 maximum)	\$862 per report plus \$2 per PHT (\$1,610 maximum)
- Traffic Analysis Operational Report Review: 1-99 Peak Hour Trips	2018-2019	\$318 per report	\$431 per report
- Traffic Analysis Operational Report Review: 100-198 Peak Hour Trips	2018-2019	\$636 per report	\$862 per report
- Traffic Analysis Operational Report Review: 199 or more Peak Hour Trips	2018-2019	\$636 per report plus \$2 per PHT (\$1,590 maximum)	\$862 per report plus \$2 per PHT (\$1,610 maximum)
<b>General Plan Amendment (GPA) Model Analysis</b>			
- Additional Runs	2018-2019	\$2,816 per additional run	\$3,277 per additional run
- GPA Base Fee	2018-2019	\$1,122 base fee	\$1,319 base fee
- GPA Requiring Traffic Modeling	2018-2019	\$5,459 per analysis	\$6,344 per analysis
- GPA Requiring an Environmental Impact Report (EIR)	2018-2019	\$6,304 per EIR	\$7,208 per EIR
<b>House Moving Escort</b>			
- Escorts	2018-2019	\$107 per officer per hour, minimum 3 hours	\$117 per officer per hour, minimum 3 hours
- Permits	2018-2019	\$90 per permit	\$85 per permit
<b>Micro Mobility</b>			
- Application Fee		\$2,500 per application	\$2,968 per application
- Permit Fee		\$124 per permit	\$94 per permit
<b>Miscellaneous Fees and Charges</b>			
- Banner Installations	2018-2019	\$67 per installation plus materials	\$69 per installation plus materials
- Car sensor replacement	2018-2019	\$296 per sensor	\$297 per sensor
- Double Banner Installations	2018-2019	\$101 per installation plus materials	\$103 per installation plus materials
- Meter head/pole removal	2018-2019	\$81 per meter head / \$169 per pole	\$83 per meter head / \$174 per pole
- New Banner Hardware Installations	2018-2019	\$101 per installation plus materials	\$103 per installation plus materials
- New Double Banner Hardware Installations	2018-2019	\$131 per installation plus materials	\$134 per installation plus materials
- Signal Central Monitoring Fees	2018-2019	\$86 per hour	\$101 per hour
- Valet Parking Zone - Annual Fee	2018-2019	\$99 per zone	\$104 per zone
- Valet Parking Zone - One Time	2018-2019	\$565 per zone	\$631 per zone

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Transportation</u></b>			
<b>Miscellaneous Fees and Charges</b>			
- Valet Parking per Additional Sign - One Time	2018-2019	\$141 per additional sign installed	\$147 per additional sign installed
<b>New Subdivision Pavement Markings</b>			
- New Subdivision Pavement Markings	2018-2019	\$451 basic fee, plus \$3.99 per sq. ft.	\$497 basic fee, plus \$4.06 per sq. ft.
<b>New Subdivision Traffic Control Signs</b>			
- New Subdivision Traffic Control Signs	2018-2019	\$282 per average sign	\$294 per average sign
<b>Sale of Street Name Signs</b>			
- Sale of Street Name Signs	2018-2019	\$297 per pair of signs	\$303 per pair of signs
<b>Side Sewer Installation</b>			
- Sanitary Sewer Wye Installation	2018-2019	\$3,946 per installation	\$3,997 per installation
<b>Signal Design/Review</b>			
- Major Development Signal Design: Electronic base map	2018-2019	\$9,003 (not collected if provided)	\$8,998 (not collected if provided)
- Major Development Signal Design: Per LRT, County, and State locations	2018-2019	\$4,819	\$4,981
- Major Development Signal Design: Per signal design and activation	2018-2019	\$49,201	\$55,429
- Major Development Signal Design: Traffic Controller Fee	2018-2019	\$5,152 per controller (if applicable)	\$5,174 per controller (if applicable)
- Major Development Signal Review: Per re-review after 3rd submittal	2018-2019	\$894	\$937
- Major Development Signal Review: Per signal review and activation	2018-2019	\$33,107	\$37,833
- Major Development Signal Review: Traffic Controller Fee	2018-2019	\$5,152 per controller (if applicable)	\$5,174 per controller (if applicable)
- Minor Development Signal Design: Electronic base map	2018-2019	\$9,003 (not collected if provided)	\$8,998 (not collected if provided)
- Minor Development Signal Design: Per LRT, County, and State locations	2018-2019	\$4,780	\$4,980
- Minor Development Signal Design: Per signal design and activation	2018-2019	\$28,443 per signal design	\$31,350 per signal design
- Minor Development Signal Design: Traffic Controller Fee	2018-2019	\$5,152 per controller (if applicable)	\$5,174 per controller (if applicable)
- Minor Development Signal Review: Per re-review after 3rd submittal	2018-2019	\$894	\$937

## 2019-2020 FEES AND CHARGES REPORT SUMMARY OF PROPOSED FEE CHANGES

Department - Fee	Date Of Last Revision	2018-2019 Adopted Fees	2019-2020 Proposed Fees
<b><u>Transportation</u></b>			
<b>Signal Design/Review</b>			
- Minor Development Signal Review: Per signal review and activation	2018-2019	\$19,566	\$21,555
- Minor Development Signal Review: Traffic Controller Fee	2018-2019	\$5,152 per controller (if applicable)	\$5,174 per controller (if applicable)
<b>Taxi Stand Rental</b>			
- Taxi Stand Rental	2018-2019	\$81 per space per month	\$60 per space per month
<b>Tree Service Administrative Fee</b>			
- Tree Service Administrative Fee		\$118 per tree service	\$120 per tree service
<b>Young Tree Trimming in Subdivisions</b>			
- Young Tree Trimming in Subdivisions	2018-2019	\$228 per tree	\$321 per tree

**DEPARTMENTAL FEES & CHARGES**

# OFFICE OF THE CITY CLERK

## Impact Analysis Report

### **OVERVIEW**

The Office of the City Clerk is responsible for making all official City Council records and documents accessible to the public and conducting elections for the Mayor, City Council, and ballot measures. Copies of the City Charter, Municipal Code, supplements to the Municipal Code, City Council meeting minutes, official documents, forms, and records are available upon request. City Council meeting agendas and synopses are available on an ongoing basis, by subscription. The Office of the City Clerk also provides duplication of taped material and performs special research and notary services on a fee basis. The majority of these documents are available on the City's website at [www.sanjoseca.gov](http://www.sanjoseca.gov).

### Public Records Act

Standard fees associated with compliance with the Public Records Act (Document Delivery, Document Scanning, Duplication Services, Electronic Media, and Publications), which previously appeared in individual department sections, were previously consolidated for ease of reference, and presented as a subsection under the Office of the City Clerk.

No revenues are displayed in this section for these fees, as they have historically been included in the various departments. As fee information continues to be consolidated under this model, revenue figures will be reported and monitored centrally.

### ***Automatic Fee Waiver – Direct cost of duplication under \$5.00***

Resolution 77137, adopted August 26, 2014, requires an automatic waiver of the direct cost of duplication if the aggregate cost for the response to a public records request is less than five dollars (\$5.00). The aggregate cost includes materials, such as a CD and/or postage, when required to complete the request.

### ***Other Fee Waivers***

San José Municipal Code (SJMC) 1.17.015 states that, upon a determination that the disclosure of a record is in the public interest because it is likely to contribute significantly to public understanding of the operations or activities of the government and is not primarily in the commercial interest of the requester, the Rules and Open Government Committee may waive all fees and Council Appointees may waive up to \$50.00 for the direct cost of all duplication costs or two hours of computer programming time.

Both the automatic and SJMC authorized waivers are only valid for the request for which the waiver is sought.

**OFFICE OF THE CITY CLERK**

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***SUMMARY AND IMPACT OF PROPOSED FEE REVISIONS***

Existing Fees

In 2019-2020, several fee changes are proposed to align fees with projected costs. These include upward and downward revisions based on an analysis of the amount of time necessary to provide the service and updated costs. In this report, the Clerk’s Office has an estimated \$25,000 in fees for 2019-2020, reflecting a 100% cost recovery rate.

To remain cost recovery, increases are recommended for the following categories: Duplicating Services, Sale of Publications and Document Copying, and Public Records Act.

In the Duplicating Services section, the Audio Recording Fee and the Video Recording Fee are recommended to increase. These fee changes reflect updated costs of materials and labor associated with the delivery of these services.

In the Sale of Publications and Document Copying section several adjustments are recommended to maintain cost recovery. Agenda Subscriptions for City Council, the Agenda Subscriptions for Planning Commission, Agenda Subscriptions for Planning Director Hearing, and the fee related to the sale of City Charter documents are proposed to increase.

In the Public Records Act category minimal increases are recommended for the following fees: Document Delivery, Document Scanning, Duplication Services, and Electronic Media. These fee changes reflect updated costs of materials and labor associated with the delivery of these services.

Fee reductions are recommended for the following categories: Sale of Publications and Document Copying, Special Research/Services and Lobbyist Registration section. Notary Public Services, as set by State law, will remain at \$15 per acknowledgement.

In the Sale of Publications and Document Copying section, the Document Certification Fee is recommended to decrease.

The Special Research/Services fee is recommended to decrease from \$146.75 per hour to \$144.65 per hour.

In the Lobbyist Registration section, minimal downward adjustments are recommended for the Client Fee, Lobbyist Registration, and Prorated Registration Fee. The Client Fee is proposed to decrease from \$83.65 to \$81.75 per client; the Lobbyist Registration Fee will decrease from \$245.25 to \$241.50 per registrant; and the Prorated Registration Fee available for ½ year or less will decrease from \$122.63 to \$120.75. These adjustments are proposed to bring the fee program to cost recovery.

***NOTIFICATION***

The Proposed Fees and Charges Report was released on May 3, 2019, allowing for a minimum of 10 days for public review. Public input on fee proposals will be heard by the City Council at public hearings held on Tuesday, May 14, 2019 at 1:30 p.m. and Monday, June 10, 2019 at 6:00 p.m. in the Council Chambers.

# DEPARTMENTAL FEES AND CHARGES

# CITY CLERK

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>CITY CLERK FEES - CATEGORY I</b>								
<b>1. Candidate Ballot Statements</b>								
1 Candidate Ballot Statement Fee	Cost reimbursement of fee set by Santa Clara County Registrar of Voters		No Change					
<b>Sub-total Candidate Ballot Statements</b>								
<b>2. Duplicating Services</b>								
1 Audio Recording	\$9.00 each + electronic media cost		\$10.80 each + electronic media cost					
2 Video Recording	\$22.50 each + electronic media cost		\$27.00 each + electronic media cost					
<b>Sub-total Duplicating Services</b>								
<b>3. Lobbyist Registration</b>								
1 Client Fee	\$83.65 per client		\$81.75 per client					
2 Delinquent Registration Fee	5% of unpaid fee per day		No Change					
3 Lobbyist Registration	\$245.25 per registrant		\$241.50 per registrant					
4 Prorated Registration Fee	\$122.63 per 1/2 year or less		\$120.75 per 1/2 year or less					
5 Weekly Report Delinquent Fee Note: Changed from Quarterly Report Delinquent Fee	\$10.00 per business day until report is filed, up to 60 business days, + 1.5% monthly interest from the 61st day until fine is paid		No Change					
<b>Sub-total Lobbyist Registration</b>		<b>100.0%</b>		<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>100.0%</b>	<b>100.0%</b>
<b>4. Sale of Publications and Document Copying</b>								
1 Agenda Subscriptions - City Council	\$94.40 per year + duplication services/electronic media costs		\$108.80 per year + duplication services/electronic media costs					

# DEPARTMENTAL FEES AND CHARGES

# CITY CLERK

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

**CITY CLERK FEES - CATEGORY I**

**4. Sale of Publications and Document Copying**

2 Agenda Subscriptions - Planning Commission	\$28.30 per year + duplication services/electronic media costs		\$32.65 per year + duplication services/electronic media costs					
3 Agenda Subscriptions - Planning Director Hearing	\$33.00 per year + duplication services/electronic media costs		\$38.05 per year + duplication services/electronic media costs					
4 Capital Budget Book	Actual printing cost		No Change					
5 City Charter	\$7.85 + duplication services/electronic media costs		\$9.05 + duplication services/electronic media costs					
6 Code Supplements	Actual printing cost		No Change					
7 Document Certification Note: Certification Fee does not include duplication fees that may apply.	\$12.20 per certification + duplication services		\$12.05 per certification + duplication services					
8 FAX Copies to Public	See Public Records Act Fees		No Change					
9 Mail Copies to Public	See Public Records Act Fees		No Change					
10 Municipal Code	Actual printing cost		No Change					
11 Operating Budget Book	Actual printing cost		No Change					
12 Public Documents	See Public Records Act Fees		No Change					

**Sub-total Sale of Publications and Document Copying**



# DEPARTMENTAL FEES AND CHARGES

# CITY CLERK

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>CITY CLERK FEES - CATEGORY I</b>								
<b>5. Special Research/Services</b>								
1 Special Research/Services	\$146.75 per hour + duplication services/electronic media costs		\$144.65 per hour + duplication services/electronic media costs					
<b>Sub-total Special Research/Services</b>								
<b>SUB-TOTAL CITY CLERK FEES - CATEGORY I</b>		<b>100.0%</b>		<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>100.0%</b>	<b>100.0%</b>
<b>CITY CLERK FEES - CATEGORY II</b>								
<b>1. Initiative Petition Filing</b>								
1 Initiative Petition Filing (set by State law)	\$200 per petition		No Change					
<b>Sub-total Initiative Petition Filing</b>								
<b>2. Local Candidate Election Filing</b>								
1 Local Candidate Election Filing (set by State law)	\$25.00		No Change					
<b>Sub-total Local Candidate Election Filing</b>								
<b>3. Notary Public Services</b>								
1 Notary Public Services (set by State law)	\$15 each acknowledgement		No Change					
<b>Sub-total Notary Public Services</b>								
<b>4. Political Reform Act</b>								
1 Document Copying - PRA Forms (set by State law)	\$0.10 each image		No Change					
2 Late Fee for PRA Filings (set by State law)	\$10 per day		No Change					
3 Retrieval of PRA Forms (5 years or older, as set by State law) Note: Formerly titled "Document Copying - Old PRA Forms (Set by State law)"	\$5 + \$0.10 each image		No Change					
<b>Sub-total Political Reform Act</b>								
<b>SUB-TOTAL CITY CLERK FEES - CATEGORY II</b>								

# DEPARTMENTAL FEES AND CHARGES

CITY CLERK

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PUBLIC RECORDS ACT - CATEGORY I</b>								
<b>1. Document Delivery</b>								
1 Faxing Note: Refer to Duplication fees if printing or copying of document is needed prior to faxing.	\$1.64 for first page, \$0.06 per additional page			\$1.88 for first page, \$0.08 per additional page				
2 Mailing	Actual Costs (\$1.00 Minimum)		No Change					
<b>2. Document Scanning</b>								
1 All sizes, color, and black & white	\$0.23 for first page, \$0.05 per additional page + electronic media cost			\$0.32 for first page, \$0.06 per additional page + electronic media cost				
<b>3. Duplication Services</b>								
1 Black & White 11 x 17	\$0.07 per page			\$0.09 per page				
2 Black & White 8.5 x 11	\$0.06 per page			\$0.08 per page				
3 Black & White 8.5 x 14	\$0.06 per page			\$0.11 per page				
4 Color 11 x 17	\$0.13 per page			\$0.15 per page				
5 Color 8.5 x 11	\$0.12 per page			\$0.14 per page				
6 Color 8.5 x 14	\$0.12 per page			\$0.17 per page				
7 Microfiche	\$2.50 first page, \$0.26 per additional page		No Change					
8 Microfilm	\$4.50 first page, \$0.26 per additional page		No Change					

# DEPARTMENTAL FEES AND CHARGES

CITY CLERK

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

**PUBLIC RECORDS ACT - CATEGORY I**

**3. Duplication Services**

9	Optical Imaging 8.5 x 11/11 x 17	\$0.20 per page		No Change				
10	Optical Imaging Reproduction Plans	\$4.50 per page		No Change				

**4. Electronic Media**

Note: These fees are only for the cost of the storage medium  
Cost of document duplication are listed separately.

1	16 GB Thumb Drive	\$9.71		\$9.71 + per page Document Scanning Fee				
2	32 GB Thumb Drive	\$16.05		\$16.05 + per page Document Scanning Fee				
3	8 GB Thumb Drive	\$6.78		\$6.78 + per page Document Scanning Fee				
4	CD/DVD	\$0.50		\$0.50 + per page Document Scanning Fee				

**5. Publications**

1	Miscellaneous Publications	Actual Printing Costs		No Change				
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**SUB-TOTAL PUBLIC RECORDS ACT - CATEGORY I**

<b>TOTAL DEPARTMENT - GENERAL FUND</b>				<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>100.0%</b>	<b>100.0%</b>
<b>TOTAL DEPARTMENT - Category I</b>				<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>100.0%</b>	<b>100.0%</b>
<b>TOTAL DEPARTMENT - Category II</b>								
<b>TOTAL DEPARTMENT</b>				<b>25,000</b>	<b>25,000</b>	<b>25,000</b>	<b>100.0%</b>	<b>100.0%</b>

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## OFFICE OF ECONOMIC DEVELOPMENT

### Impact Analysis Report

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#### *OVERVIEW*

The Office of Economic Development (OED) is responsible for administering the City's Foreign Trade Alternative Site Framework (ASF) Zone and various fees and permits associated with cultural activities.

Maintaining a Foreign Trade Zone enhances the City's economy and prestige as a foreign trade-friendly international city and it is an important international economic development tool. The ASF Zone fees were established on November 5, 2012 to provide San José businesses an expedited application review process by the City and the Foreign Trade Zone Board for businesses who want to activate a site as a Foreign Trade Zone.

In addition, OED administers the application review for the Wayfinding Banner program. Wayfinding banners are directional in nature to identify a unique area of the City and are limited to streets in the Downtown and major arterials.

The Office of Cultural Affairs (OCA), a division of OED, collects fees for activities such as event permit and use permit fees. Consistent with past practice, these fees and charges are designated as Category II (fees which may be less than or more than full cost recovery).

#### *SUMMARY AND IMPACT OF PROPOSED FEE REVISIONS*

##### Existing Fees

As a result of the economic downturn, on April 6, 2010, the City Council approved strategies to reduce charges to outdoor special event producers with the goal of promoting outdoor special events that generate economic impact and cultural vibrancy for the City of San José. In accordance with direction, the Gated Event on Public Property Fee was suspended through June 30, 2012 (from 5% of gross gate receipts to 0%). Extension of the fee suspension through June 30, 2014 was approved by the City Council on May 1, 2012 to provide continued opportunity for event producers to increase revenues through 2013-2014. On April 15, 2014, City Council approved an additional extension of the fee suspension through June 30, 2016. On June 14, 2016, the City Council approved an additional extension of the fee suspension through June 30, 2018. On June 19, 2018, the City Council approved an additional extension of the fee suspension through June 30, 2020. As a result of the suspension, signature San José events such as the San José Jazz Summer Fest, San José Juneteenth in the Park Festival, Silicon Valley Pride, and Fountain Blues Festival were able to increase their revenue generation, which was critical to the continued success of these events.

## **OFFICE OF ECONOMIC DEVELOPMENT**

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### ***NOTIFICATION***

The Proposed Fees and Charges Report was released on May 3, 2019, allowing for a minimum of 10 days for public review. Public input on fee proposals will be heard by the City Council at public hearings held on Tuesday, May 14, 2019 at 1:30 p.m. and Monday, June 10, 2019 at 6:00 p.m. in the Council Chambers.

# DEPARTMENTAL FEES AND CHARGES

# ECONOMIC DEVELOPMENT

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>ECONOMIC DEVELOPMENT - CATEGORY II</b>								
<b>1. Foreign Trade Alternative Site Framework Zone</b>								
1 Annual Operating Agreement Maintenance Fee	\$300		No Change					
2 Application Fee	\$525		No Change					
3 Operating Agreement Set-Up Fee	\$2,775		No Change					
<b>Sub-total Foreign Trade Alternative Site Framework Zone</b>		<b>94.2%</b>		<b>1,652</b>	<b>1,500</b>	<b>1,500</b>	<b>90.8%</b>	<b>90.8%</b>
<b>2. Gated Event on Public Property</b>								
1 Gated Event Maximum Ticket Charge	Maximum \$35 per person per day (unless modified by a contractual agreement approved by City Council)		No Change					
2 Gated Event on Public Property Fee Note:Extend fee suspension through June 30, 2020.	0% of gross gate receipts (unless modified by a contractual agreement approved by City Council)		No Change					
<b>Sub-total Gated Event on Public Property</b>								
<b>SUB-TOTAL ECONOMIC DEVELOPMENT - CATEGORY II</b>		<b>94.2%</b>		<b>1,652</b>	<b>1,500</b>	<b>1,500</b>	<b>90.8%</b>	<b>90.8%</b>
<b>TRANSIENT OCCUPANCY TAX FUND ECONOMIC DEVELOPMENT - CATEGORY II</b>								
<b>1. Parque de los Pobladores (also known as Gore Park) Use Permit</b>								
1 Amendment Fee	\$35 (for previously approved event)		No Change					
2 Cleaning and Damage Deposit	\$1,500 (refundable)		No Change					
3 Series Permit Fee*	\$105 (series up to 4 events held in 3-month period)		No Change					

## DEPARTMENTAL FEES AND CHARGES

## ECONOMIC DEVELOPMENT

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>TRANSIENT OCCUPANCY TAX FUND ECONOMIC DEVELOPMENT - CATEGORY II</b>								
<b>1. Parque de los Pobladores (also known as Gore Park) Use Permit</b>								
4 Single-Use Permit Fee*	\$65 (1 to 3 (consecutive) day period for a single event)		No Change					
<b>Sub-total Parque de los Pobladores (also known as Gore Park) Use Permit</b>		<b>70.6%</b>		<b>794</b>	<b>665</b>	<b>665</b>	<b>83.8%</b>	<b>83.8%</b>
<b>2. Paseo/Plaza Use Permit</b>								
1 "Non-Peak" Extended Permit Fee (Cleaning and Damage Deposit)	\$1,500 (refundable)		No Change					
2 "Non-Peak" Extended Permit Fee*	\$285 plus \$285 per each 28 day period (or portion thereof), after the first 28 day period		No Change					
3 Easy Urbanism Permit Fee*	\$150 per permit		No Change					
4 Limited Special Event and Guaranteed Simple Assembly Permit Fee	\$45 per permit		No Change					
5 Permit Amendment Fee	\$245		No Change					
6 Series Events Permit Fee (Cleaning and Damage Deposit)	\$1,500 (refundable)		No Change					
7 Series Events Permit Fee*	\$440		No Change					
8 Short-Term Event Permit Fee (Cleaning and Damage Deposit)	\$1,500 (refundable)		No Change					
9 Short-Term Event Permit Fee*	\$290 per event not to exceed 28 days including set-up and teardown		No Change					



# DEPARTMENTAL FEES AND CHARGES

# ECONOMIC DEVELOPMENT

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>TRANSIENT OCCUPANCY TAX FUND ECONOMIC DEVELOPMENT - CATEGORY II</b>								
<b>2. Paseo/Plaza Use Permit</b>								
10 Street/Public Sidewalk - Additional Inspection Fee	\$100 per return visit		No Change					
<b>Sub-total Paseo/Plaza Use Permit</b>		<b>75.6%</b>		<b>10,528</b>	<b>8,920</b>	<b>8,920</b>	<b>84.7%</b>	<b>84.7%</b>
<b>3. Permit Cancellation</b>								
1 Permit Cancellation Fee - 30 days or less notice Note: Applicable to those permits marked with an asterisk (*).	50% of permit fee		No Change					
2 Permit Cancellation Fee - More than 30 days notice Note: Applicable to those permits marked with an asterisk (*).	25% of permit fee		No Change					
<b>Sub-total Permit Cancellation</b>								
<b>4. Private Property Event Permit</b>								
1 Administrative Process Fee for Downtown Core Note: Formerly titled "Administrative Process Fee."	\$110 per permit		No Change					
2 Private Property Event Permit - Limited Tent Fee*	\$450 per event		No Change					
3 Private Property Event Permit - Reoccurring Site Location Fee*	\$450 per event		No Change					
4 Private Property Event Permit Fee* Note: Formerly titled "Non- Vehicle Sales Event"	\$850 per event		No Change					
<b>Sub-total Private Property Event Permit</b>		<b>85.7%</b>		<b>18,861</b>	<b>15,660</b>	<b>15,660</b>	<b>83.0%</b>	<b>83.0%</b>

## DEPARTMENTAL FEES AND CHARGES

## ECONOMIC DEVELOPMENT

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>TRANSIENT OCCUPANCY TAX FUND ECONOMIC DEVELOPMENT - CATEGORY II</b>									
<b>5. Wayfinding Banner Application</b>									
1 Wayfinding Banner Application Additional Review Fee	\$98 per hour		No Change						
2 Wayfinding Banner Application Review Fee	\$575 per application		No Change						
<b>Sub-total Wayfinding Banner Application</b>									
<b>SUB-TOTAL TRANSIENT OCCUPANCY TAX FUND ECONOMIC DEVELOPMENT - CATEGORY II</b>		<b>81.0%</b>		<b>30,183</b>	<b>25,245</b>	<b>25,245</b>	<b>83.6%</b>	<b>83.6%</b>	
<b>TOTAL DEPARTMENT - GENERAL FUND</b>				<b>1,652</b>	<b>1,500</b>	<b>1,500</b>	<b>90.8%</b>	<b>90.8%</b>	
<b>TOTAL DEPARTMENT - NON-GENERAL FUND</b>				<b>30,183</b>	<b>25,245</b>	<b>25,245</b>	<b>83.6%</b>	<b>83.6%</b>	
<b>TOTAL DEPARTMENT - Category II</b>				<b>31,835</b>	<b>26,745</b>	<b>26,745</b>	<b>84.0%</b>	<b>84.0%</b>	
<b>TOTAL DEPARTMENT</b>				<b>31,835</b>	<b>26,745</b>	<b>26,745</b>	<b>84.0%</b>	<b>84.0%</b>	

# ENVIRONMENTAL SERVICES DEPARTMENT

## Impact Analysis Report

### *OVERVIEW*

The Environmental Services Department (ESD) administers two fee programs as part of the Integrated Waste Management Program: Source Reduction and Recycling Fees and Franchise Application Fees. The programs funded by these fees are described in Exhibit A. In addition to this, ESD administers two fees as part of the Silicon Valley Energy Watch Tool Lending Library Program.

#### Source Reduction and Recycling Fees

There are several fees in the Source Reduction and Recycling category: two Commercial Solid Waste fees, a Landfill Waste Disposal Fee, a Disposal Facility Operator Integrated Waste Management Fee, and Waste Diversion Compliance Review Fee. The Commercial Solid Waste Fees and Landfill Waste Disposal Fee are also commonly referred to as AB 939 fees.

The exclusive franchise with Republic Services replaced the non-exclusive franchise system for most types of commercial garbage hauling, effective July 1, 2012.

The Commercial Solid Waste Fee for Commercial Solid Waste collected by Republic Services is reevaluated annually and modified as needed to fund oversight, administration, and enforcement of the City's commercial solid waste system, residue disposal, and programs that divert waste, and waste materials processing for the commercial sector. This fee is proposed to remain at \$2.7 million for 2019-2020. Republic Services will retain \$300,000 of this \$2.7 million fee (resulting in the City receiving \$2.4 million) to pay for post-processing residue

disposal costs. The fee is included in the proposed commercial service rates, which will be considered by the City Council on May 21, 2019.

The Commercial Solid Waste Fee paid by generators and collected by non-exclusive franchisees will remain at \$0.89 per un-compacted cubic yard collected and \$2.67 per compacted cubic yard for 2019-2020. Since the City implemented an exclusive franchise system for commercial garbage hauling, only certain types of construction and demolition debris and residential cleanout haulers are eligible for non-exclusive franchises. It is expected that all material collected by the non-exclusive franchisees will be recycled and no fees will apply. However, if the material hauled by the non-exclusive franchisees contains more than 20% contamination, or is landfilled for another reason, the Commercial Solid Waste Fee for non-exclusive franchisees would apply to that tonnage.

The Landfill Waste Disposal Fee charged at landfills and transfer/processing stations will remain unchanged for 2019-2020 at \$4.10 per ton of disposed solid waste. Pursuant to agreements between the City of San José and Santa Clara County, \$1.50 per ton of this fee is distributed to the City for activities related to waste diversion, and \$2.60 per ton is used by the County and participating cities for Household Hazardous Waste (HHW) programs. In the event the City elects to collect its own Landfill Waste Disposal Fee, the City may collect \$4.10 per ton of disposed waste to fund activities related to recycling; however, San José would then no longer be eligible to participate in the County's HHW programs.

## ENVIRONMENTAL SERVICES DEPARTMENT

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### **OVERVIEW**

#### Source Reduction and Recycling Fees (Cont'd.)

The projected revenues for the Landfill Waste Disposal Fee in 2019-2020 are \$1,080,000. The estimated cost recovery rate for Landfill Waste Disposal fees is 88.3%.

A Disposal Facility Operator Integrated Waste Management Fee of \$4.10 per ton of solid waste is included in this report. This fee is not currently collected by the City because the City has an agreement with the County to collect the Landfill Waste Disposal Fee. The revenue from this fee remains with the County to be used for solid waste programs that benefit the City of San José.

The Waste Diversion Compliance Review Fee reflects the time and resources required to administer the program and process the program's applications. The fee is recommended to remain at \$110 per hour of review, to recover the costs associated with program administration and personnel review service.

#### Franchise Application Fee

The Franchise Application Fee is recommended to increase from \$571 to \$611 per application for 2019-2020, to recover the costs associated with the personnel application review and processing services. In 2012, the City moved to an exclusive franchise system for commercial solid waste hauling and only a haulers collecting construction and demolition debris resulting from a City permitted project or residential clean-outs are eligible for non-exclusive franchises; at least one application is anticipated in 2019-2020.

#### Miscellaneous Fees

ESD administers two fees as part of the Silicon Valley Energy Watch Tool Lending Library Program to recover the cost of damaged or lost power meters rented out to the public through the library. The fee for damaged material and the fee for lost material will remain at \$25.00 in order to recover 100% of the costs of the meter. In addition, when a power meter is lost or damaged, a handling fee of \$10.00 will be charged by the Library Department to the borrower. This fee can be found in the Library Department's section of this report.

### ***SUMMARY AND IMPACT OF PROPOSED FEE REVISIONS***

#### Existing Fees

As described above, for 2019-2020 the Franchise Application Fee for non-exclusive commercial solid waste application review and processing services is recommended to increase from \$571 to \$611 per application.

#### New Fees

#### *Energy and Water Building Performance Ordinance Report Submission Fee*

On December 11, 2018, the City Council adopted the Energy and Water Building Performance Ordinance. This ordinance requires commercial and multifamily buildings 20,000 square feet and above to submit an Energy and Water Benchmarking Report to the City through the free ENERGY STAR Portfolio Manager® platform as provided by the

***SUMMARY AND IMPACT OF PROPOSED FEE REVISIONS***

Environmental Protection Agency. A subset of this data will then be published online. Tracking this data will help building owners make more informed decisions about potential efficiency improvements, and the publication of summary data will educate the community on resource use of buildings they live and work in, further encouraging action. This reported data will also allow ESD to track energy and water consumption, which will directly contribute to the goals of Climate Smart San José.

To accomplish this, building owners will need to submit an annual Energy and Water Benchmarking Report and the associated submission fee to the City. The report submission fee will support staffing to continue providing outreach and technical support to approximately 2,400 buildings impacted by the ordinance. To date, staffing has been partially funded through grants which will not be available in 2019-2020.

The first year’s submission fee is proposed at \$150.00, which will recover 69.80% of the cost. Fees will be collected by the City Finance Department and will be adjusted on an annual basis dependent upon the costs of the program.

***NOTIFICATION***

The Proposed Fees and Charges Report was released on May 3, 2019, allowing for a minimum of 10 days for public review. Public input on fee proposals will be heard by the City Council at public hearings held on Tuesday, May 14, 2019, at 1:30 p.m. and Monday, June 10, 2019, at 6:00 p.m. in the Council Chambers.

***SOURCE REDUCTION AND RECYCLING ELEMENT PROGRAMS  
FUNDED FROM AB939 FEES*****General Solid Waste Management**

Provides development, administration, evaluation, and coordination of all Source Reduction and Recycling Element programs and activities.

**Source Reduction**

Provides public information and education, samples public opinion to determine attitudes about source reduction issues, and evaluates various educational approaches, including back yard composting programs. Works with non-profit recyclers and other organizations to promote source reduction and reuse.

**Commercial Recycling**

Provides outreach, technical assistance, and franchise enforcement for the commercial sectors of the City. Also manages exclusive and non-exclusive hauling franchises and the Construction and Demolition Recycling and Public Litter Can Programs. Develops and implements programs to reach the City's waste reduction and diversion goals.

**Evaluation Component**

Provides evaluation of the effectiveness of, and participation rates for, the department's recycling programs, and makes recommendations for improving programs.

**Market Development**

Provides policy and technical analysis, program promotion, contingency planning, legislative advocacy, expansion of local recycling manufacturing activities, and expansion of City procurement of recycled products.

**Civic Recycling**

Provides storage containers, training, and recycling services for public areas, parks, and other City facilities and venues. Administers City/County funding from CalRecycle (State of California) for beverage container recycling. Coordinates with City departments and outside agencies for demonstration and pilot projects.

**Special Events and Venues Recycling**

Provides technical assistance and resources to the event and venue planning community to "green" events and incorporates zero waste planning into procedures and processes. Resources include workshops, recycling equipment loans, recycling collection services, and a certification program to encourage participation and high recycling rates. Administers a grant program to help offset costs of producing green events.

**Schools Recycling**

Provides resources and technical assistance to promote waste reduction and recycling in San José's K-12 schools.

**Zero Waste Planning**

Provides development of a Zero Waste Plan for the City, including planning for long-term and local recycling processing infrastructure, disposal capacity, emerging regulatory requirements, and recovery of energy from non-recyclable wastes.

**Illegal Dumping**

Provides resources for the collection, diversion, and recycling of those solid wastes discovered within specific City areas, and also includes the removal of hazardous waste materials.

## DEPARTMENTAL FEES AND CHARGES

## ENVIRONMENTAL SERVICES

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>ENVIRONMENTAL SERVICES FEES - CATEGORY I</b>								
<b>1. Franchise Application Fees</b>								
1 Commercial Solid Waste Application Fee	\$571 per application		\$611 per application					
<b>Sub-total Franchise Application Fees</b>		<b>100.0%</b>		<b>611</b>	<b>571</b>	<b>611</b>	<b>93.5%</b>	<b>100.0%</b>
<b>SUB-TOTAL ENVIRONMENTAL SERVICES FEES - CATEGORY I</b>		<b>100.0%</b>		<b>611</b>	<b>571</b>	<b>611</b>	<b>93.5%</b>	<b>100.0%</b>
<b>ENVIRONMENTAL SERVICES FEES - CATEGORY I (GENERAL FUND)</b>								
<b>1. Energy and Water Building Performance Ordinance</b>								
1 Report Submission Fee			\$150	476,442		332,550		69.8%
<b>Sub-total Energy and Water Building Performance Ordinance</b>				<b>476,442</b>		<b>332,550</b>		<b>69.8%</b>
<b>2. Miscellaneous Fees</b>								
1 Damaged Power Meter Fee	\$25		No Change					
Note: In addition to the fee listed here, the Library will charge a handling fee for damaged material. This fee is described in the Library Department section of this report.								
2 Lost Power Meter Fee	\$25		No Change					
Note: In addition to the fee listed here, the Library will charge a handling fee for lost material. This fee is described in the Library Department Section of this report.								
<b>Sub-total Miscellaneous Fees</b>								
<b>SUB-TOTAL ENVIRONMENTAL SERVICES FEES - CATEGORY I (GENERAL FUND)</b>				<b>476,442</b>		<b>332,550</b>		<b>69.8%</b>

## DEPARTMENTAL FEES AND CHARGES

## ENVIRONMENTAL SERVICES

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>ENVIRONMENTAL SERVICES FEES - CATEGORY II</b>									
<b>1. Source Reduction and Recycling</b>									
1 Commercial Solid Waste Note: Applies only to non-exclusive franchisees	\$0.89/uncompacted cubic yard collected; \$2.67/compacted cubic yard collected (paid by generators); and \$14.83 per ton collected from City facilities in rolloff boxes		No Change						
2 Commercial Solid Waste collected by exclusive franchisees Note: San José will receive only \$2.4 million of this fee; \$300,000 will be retained by hauler for waste processing costs per the franchise agreement, which is scheduled to be heard by the City Council on May 21, 2019.	\$2,700,000 per fiscal year (paid by franchisee with both geographic collection district franchises)	89.1%	No Change	4,194,857	2,400,000	2,400,000	57.2%	57.2%	
3 Disposal Facility Operator Integrated Waste Management Fee Note: San José does not receive revenue from this fee at this time. Revenue is retained by the County for solid waste programming.	\$4.10 per ton of solid waste; revenue is collected through the County		No Change						
4 Landfill - Waste Disposal Note: San José receives only a portion of these fees collected by the County based on surplus available from the County after administration of the Household Hazardous Waste Program.	\$4.10 per ton (\$1.50 per ton San José portion - fee collected by County; \$2.60 per ton - fee collected by the County for Household Hazardous Waste Programs)	84.4%	No Change	1,223,792	1,080,000	1,080,000	88.3%	88.3%	



## DEPARTMENTAL FEES AND CHARGES

## ENVIRONMENTAL SERVICES

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>ENVIRONMENTAL SERVICES FEES - CATEGORY II</b>								
<b>1. Source Reduction and Recycling</b>								
5 Waste Diversion Compliance Review	\$110 per hour of review		No Change					
<b>Sub-total Source Reduction and Recycling</b>		<b>87.6%</b>		<b>5,418,649</b>	<b>3,480,000</b>	<b>3,480,000</b>	<b>64.2%</b>	<b>64.2%</b>
<b>SUB-TOTAL ENVIRONMENTAL SERVICES FEES - CATEGORY II</b>		<b>87.6%</b>		<b>5,418,649</b>	<b>3,480,000</b>	<b>3,480,000</b>	<b>64.2%</b>	<b>64.2%</b>
<b>TOTAL DEPARTMENT - GENERAL FUND</b>				<b>476,442</b>		<b>332,550</b>		<b>69.8%</b>
<b>TOTAL DEPARTMENT - NON-GENERAL FUND</b>				<b>5,419,260</b>	<b>3,480,571</b>	<b>3,480,611</b>	<b>64.2%</b>	<b>64.2%</b>
<b>TOTAL DEPARTMENT - Category I</b>				<b>477,053</b>	<b>571</b>	<b>333,161</b>	<b>.1%</b>	<b>69.8%</b>
<b>TOTAL DEPARTMENT - Category II</b>				<b>5,418,649</b>	<b>3,480,000</b>	<b>3,480,000</b>	<b>64.2%</b>	<b>64.2%</b>
<b>TOTAL DEPARTMENT</b>				<b>5,895,702</b>	<b>3,480,571</b>	<b>3,813,161</b>	<b>59.0%</b>	<b>64.7%</b>

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# FINANCE DEPARTMENT

## Impact Analysis Report

### ***OVERVIEW***

The Finance Department is responsible for collecting, accounting, and monitoring the license and permit fees for Christmas tree and pumpkin patch lots, circuses, carnivals, parades, and several miscellaneous fees. The Department is also responsible for collecting the Integrated Waste Management (IWM) - related late charges.

The Finance Department fees and charges program for 2019-2020, excluding penalties, is estimated to generate General Fund revenues of approximately \$170,000 reflecting a 99.9% cost recovery rate, compared to 2018-2019 revenues of \$135,000 and a cost recovery rate of 99.3%. The increase in revenue is primarily due to estimated activity levels for the Neglected and Vacant Homes Lien Fee.

Late payment charges related to the Solid Waste Delinquency Program and Solid Waste Delinquency Service Fees, which are not subject to cost recovery restrictions, are anticipated to generate approximately \$477,000 in the Integrated Waste Management (IWM) Fund. Estimated revenue from Solid Waste Delinquency fees, primarily associated with multi-family customers, decreased from the 2018-2019 Adopted Fees and Charges estimate of \$842,000 due to a combination of lower estimated late payment fees and lower administrative fee activity.

### ***SUMMARY AND IMPACT OF PROPOSED FEE REVISIONS***

#### Existing Fees

Proposed fee changes for 2019-2020 are recommended to align with updated staffing and overhead costs and projected activity levels.

To maintain full cost recovery, fee increases are proposed for the following programs: Circus/Carnival/Parade Permits; Handbill Distributors Licenses; Business Tax Special Report Fees; Returned Check Fees; Lien Activities Fees, and Collection Fees; a reduction to the Christmas Tree/Pumpkin License - Lot is also recommended to maintain cost recovery. Modifications to Solid Waste Delinquency Fees are also based on the evaluation of activity levels, staff time involved to administer these fee programs, and updated personnel costs for 2019-2020.

Staff also recommends reinstating the Neglected Vacant House (NVH) Lien Fee, which was first authorized in 2015-2016, but subsequently removed due to inactivity. NVH fees have not been assessed since inception; however, the Planning, Building, and Code Enforcement department approved the future processing the Neglected Vacant House lien program in late 2018-2019. NVH lien fees are charged to recover the administrative costs associated with the processing of liens of delinquent of Neglected/Vacant Building Registration Fees charged to owners of buildings that have been vacant and that have outstanding violations for longer than 30 days. Approximately 20 liens are projected to be filed during 2019-2020, but due to uncertainty regarding the timing of collection, no revenue is estimated for 2019-2020.

**FINANCE DEPARTMENT**

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***SUMMARY AND IMPACT OF PROPOSED FEE REVISIONS***

A complete list of proposed fee revisions by service is provided in the Summary of Proposed Fee Changes section of this document, and in the tables that follow this section.

***NOTIFICATION***

The Proposed Fees and Charges Report was released on May 3, 2019, allowing for a minimum of 10 days for public review. Public input on fee proposals will be heard by the City Council at public hearings held on Tuesday, May 14, 2019 at 1:30 p.m. and Monday, June 10, 2019 at 6:00 p.m. in the Council Chambers.

# DEPARTMENTAL FEES AND CHARGES

# FINANCE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>FINANCE DEPARTMENT GENERAL FEES - CATEGORY I</b>								
<b>1. Business Tax Special Reports</b>								
1 CD/E-mail	\$57 per CD/transmission		\$69.25 per CD/transmission					
2 Computer Printout	\$57 up to 25 pages, \$1 each additional page		\$69.25 up to 25 pages, \$1 each additional page					
<b>Sub-total Business Tax Special Reports</b>		<b>100.0%</b>		<b>3,471</b>	<b>2,850</b>	<b>3,463</b>	<b>82.1%</b>	<b>99.8%</b>
<b>2. Circus/Carnival/Parade</b>								
1 Carnival Permit	\$250 1st week; \$25 each additional day		No Change					
2 Carnival Permit (Charitable)	\$100 1st week; \$10 each additional day		No Change					
3 Circus Advertising	\$100 bond for removal within 48 hours of last performance		No Change					
4 Circus Parade (Circus Outside of City Limits)	\$250 per day		No Change					
5 Circus Permit	\$250 1st Day; \$136.50 each additional day		\$250 1st Day; \$155.75 each additional day					
6 Circus Permit (Charitable)	\$100 1st day; \$50 each additional day		No Change					
7 Circus Sideshow Permit	\$12.50 each per day		No Change					
8 Circus or Carnival Permit - Sanitary Standards Bond	\$1,000 bond		No Change					
<b>Sub-total Circus/Carnival/Parade</b>		<b>99.9%</b>		<b>2,183</b>	<b>1,911</b>	<b>2,181</b>	<b>87.5%</b>	<b>99.9%</b>
<b>3. Collection Fee</b>								
1 Collection Agency Recovery Fee (90 days past due)	\$25 or 15% of the bill; whichever is higher		No Change					
2 Collection Fee (60-90 days past due)	\$25.25 per invoice		\$26.50 per invoice					
<b>Sub-total Collection Fee</b>		<b>99.2%</b>		<b>83,307</b>	<b>79,336</b>	<b>83,263</b>	<b>95.2%</b>	<b>99.9%</b>

# DEPARTMENTAL FEES AND CHARGES

# FINANCE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>FINANCE DEPARTMENT GENERAL FEES - CATEGORY I</b>								
<b>4. Handbill Distributors</b>								
1 Commercial Distributor Permit	\$1 per distribution		No Change					
2 Handbill Distributors License	\$57 per year		\$57.25 per year					
3 Owner's Permit	\$44 per year		No Change					
<b>Sub-total Handbill Distributors</b>		<b>98.9%</b>		<b>23,341</b>	<b>23,256</b>	<b>23,313</b>	<b>99.6%</b>	<b>99.9%</b>
<b>5. Lien Activities</b>								
1 Abatement Lien Fee	\$117.50 per lien		\$144.25 per lien					
2 Administrative Remedies Lien Fee	\$179.25 per lien		\$198 per lien					
3 Neglected and Vacant Homes Lien Fee Note: Deleted in 2016-2017. Reinstated for 2019-2020.			\$142.50 per lien					
4 Sidewalk Lien Administrative Fee	\$117.50 per lien		\$135.75 per lien					
5 Tree Lien Fee	\$178 per lien		\$196.25 per lien					
<b>Sub-total Lien Activities</b>		<b>100.0%</b>		<b>28,733</b>	<b>22,667</b>	<b>28,694</b>	<b>78.9%</b>	<b>99.9%</b>
<b>6. Returned Check Fee</b>								
1 Returned Check Fee	\$35.25 per returned check		\$38.50 per returned check					
<b>Sub-total Returned Check Fee</b>		<b>99.7%</b>		<b>27,671</b>	<b>25,239</b>	<b>27,566</b>	<b>91.2%</b>	<b>99.6%</b>
<b>7. Sale of Publications</b>								
1 Comprehensive Annual Financial Report	Actual printing and mailing costs		No Change					

# DEPARTMENTAL FEES AND CHARGES

# FINANCE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>FINANCE DEPARTMENT GENERAL FEES - CATEGORY I</b>									
<b>7. Sale of Publications</b>									
2 Monthly Investment Report	Actual printing and mailing costs		No Change						
3 Single Audit (Grants)	Actual printing and mailing costs		No Change						
<b>Sub-total Sale of Publications</b>									
<b>8. Sales</b>									
1 Christmas Tree/Pumpkin License - Deposit (Refundable)	\$100 per lot		No Change						
2 Christmas Tree/Pumpkin License - Lot	\$125.75 per lot		\$124.50 per lot						
<b>Sub-total Sales</b>		<b>99.9%</b>		<b>1,246</b>	<b>1,258</b>	<b>1,245</b>	<b>101.0%</b>	<b>99.9%</b>	
<b>SUB-TOTAL FINANCE DEPARTMENT GENERAL FEES - CATEGORY I</b>		<b>99.3%</b>		<b>169,952</b>	<b>156,517</b>	<b>169,725</b>	<b>92.1%</b>	<b>99.9%</b>	
<b>INTEGRATED WASTE MANAGEMENT LATE CHARGES - CATEGORY II</b>									
<b>1. Solid Waste Delinquencies</b>									
1 Administrative Charges for Collection Procedures	\$78.25 per lien	100.1%	\$75.50 per lien	18,847	19,563	18,875	103.8%	100.1%	
2 Late Payment Charge (The charge level is set to encourage customers to submit payments by due date)	\$10 or 10% of the bill, whichever is greater		No Change		450,000	450,000			
3 Notice of Intent to Lien (The notice is not a penalty)	\$8.75 per notice	100.5%	No Change	6,856	7,000	7,000	102.1%	102.1%	
4 Special Assessment Charge (The charge is not a penalty)	\$6 per parcel	100.0%	No Change	1,500	1,500	1,500	100.0%	100.0%	
<b>Sub-total Solid Waste Delinquencies</b>		<b>593.7%</b>		<b>27,203</b>	<b>478,063</b>	<b>477,375</b>	<b>1,757.4%</b>	<b>1,754.9%</b>	
<b>SUB-TOTAL INTEGRATED WASTE MANAGEMENT LATE CHARGES - CATEGORY II</b>		<b>593.7%</b>		<b>27,203</b>	<b>478,063</b>	<b>477,375</b>	<b>1,757.4%</b>	<b>1,754.9%</b>	

# DEPARTMENTAL FEES AND CHARGES

# FINANCE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>MUNICIPAL WATER SYSTEM - CATEGORY II</b>									
<b>1. Municipal Water Collection Fees</b>									
1 Delinquency Late Payment Charge	\$10 or 10% of the bill, whichever is greater		No Change						
<b>Sub-total Municipal Water Collection Fees</b>									
<b>SUB-TOTAL MUNICIPAL WATER SYSTEM - CATEGORY II</b>									
<b>TOTAL DEPARTMENT - GENERAL FUND</b>				<b>169,952</b>	<b>156,517</b>	<b>169,725</b>	<b>92.1%</b>	<b>99.9%</b>	
<b>TOTAL DEPARTMENT - NON-GENERAL FUND</b>				<b>27,203</b>	<b>478,063</b>	<b>477,375</b>	<b>1,757.4%</b>	<b>1,754.9%</b>	
<b>TOTAL DEPARTMENT - Category I</b>				<b>169,952</b>	<b>156,517</b>	<b>169,725</b>	<b>92.1%</b>	<b>99.9%</b>	
<b>TOTAL DEPARTMENT - Category II</b>				<b>27,203</b>	<b>478,063</b>	<b>477,375</b>	<b>1,757.4%</b>	<b>1,754.9%</b>	
<b>TOTAL DEPARTMENT</b>				<b>197,155</b>	<b>634,580</b>	<b>647,100</b>	<b>321.9%</b>	<b>328.2%</b>	



## FIRE DEPARTMENT

### Impact Analysis Report

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#### **OVERVIEW**

The Fire Department Bureau of Fire Prevention consists of two programs that charge fees: Development and Non-Development. The Development program encompasses fire safety plan reviews and inspections for construction projects submitted to the Planning, Building and Code Enforcement Department. Development program activities also include issuance of fire system permits (sprinklers, fixed extinguishing systems, and fire alarm systems). The Non-Development program encompasses fire safety and hazardous materials permits and inspections for all permitted occupancies in the City of San José, and also conducts inspections for Special Event Permits.

Overall, the goal for the Fire Department Fee Program is to achieve 100% cost recovery for those costs that are recoverable. There are, however, some categories that have costs that are not recoverable, such as, but not limited to, inspections of City-owned facilities and public schools, pre-meetings and plan reviews for some special events, and coordination with Fire emergency responders on multiple housing issues. Excluding fines, which are not included in the cost recovery calculation, the overall cost recovery rate for the Fire Department 2019-2020 fee program is 86.8% down from the 2018-2019 Adopted Fee cost recovery rate of 95.4%.

#### ***Development Fee Program***

Assuming steady activity levels, the 2019-2020 base revenue level for the Fire Department Development Fee Program is estimated at \$8.1 million, however the base cost totaled \$8.8

million. In addition, recommended additions to the Development Fee Program are included in the 2019-2020 Proposed Operating Budget primarily to improve program performance totaling \$1.4 million. These actions include ongoing additions of a Division Manager, a Senior Engineer, 0.10 of an Analyst, and the realignment of administrative staff to other programs, as well as costs to upgrade outdated hardware and windows operating system licenses. Also included are one-time resources to continue temporary staffing supporting the success of the Integrated Permitting System implementation, a limit-dated Associate Engineer to address off hours inspections, workspace improvements, and vehicle additions. A rate increase of 4% (estimated to generate \$310,000) and use of the Fire Development Fee Reserve in the amount of \$1.8 million (including base costs of \$700,000 and proposed costs of \$1.1 million) are recommended to bring the fee program to cost recovery in 2019-2020, leaving the reserve with a level of \$5.4 million to start 2019-2020.

In December 2016, City Council accepted the *City of San José Development Services Cost Recovery Analysis, Process Improvements, Calculation of Unearned Revenues, and Refund Processing Report* and staff executed a phased implementation of the fee model in 2017-2018 and 2018-2019 as directed by City Council. The program has yet to implement the fully burdened hourly rate in effort to use excess Reserves. In 2019-2020, fee increases of approximately 4% are recommended for the Plan Check hourly fee (from \$230 per hour to \$239 per hour), and the Inspection hourly fee increase (from \$259 per hour to \$269 per hour).

## **FIRE DEPARTMENT**

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### ***OVERVIEW***

#### ***Development Fee Program (Cont'd.)***

The last fee increase for the Fire Department Development Fee program was in 2017-2018, and prior to the study, the last increase was in 2010-2011. The proposed adjustments to the Fire Department hourly rates and use of the Reserve will help to close the cost recovery gap and help provide the Fire Development Fee Program with sufficient ongoing resources to support existing service levels. In recent years, the Fire Development Fee Program Reserve has been used to bridge any gaps between projected revenues and costs. The fee increases, combined with continued process improvements, enhanced resources, and the continued implementation of the permitting system in the coming fiscal years will help increase staff efficiency and improve the customer service experience.

#### ***Non-Development Fee Program***

The Fire Department's Non-Development Fee Program base revenue estimate of \$5.3 million assumes a 1% increase from the 2018-2019 activity levels and are in line with the 2019-2020 base costs of \$5.3 million. Additional resources are recommended in this program in 2019-2020 to improve permitted occupancies re-inspection cycle times performance and the realignment of resources supporting this program. Additional revenue from a proposed 6.5% rate increase is also recommended to partially offset the additional costs bringing the program to 95.4% cost recovery.

### ***SUMMARY AND IMPACT OF PROPOSED FEE REVISIONS***

#### **Existing Fees**

For the Fire Development Fee Program, fee increases for the Plan Check hourly fee (from \$230 per hour to \$239 per hour), and Inspection hourly fee (from \$259 per hour to \$269 per hour) are recommended.

For the Fire Department Non-Development Fee Program, a 6.5% general rate increase is recommended for permits and inspections.

#### **Deleted Fees**

*Hazardous Materials Permits - (HMBP) and Inventory Fee* and the *Hazardous Materials Permits - Tank Facility Fee* are recommended to be deleted. The City no longer performs the HMBP Inventory, and the underground storage tanks program has made the Tank Facility fee obsolete.

### ***NOTIFICATION***

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# DEPARTMENTAL FEES AND CHARGES

# FIRE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

## FIRE PREVENTION DEVELOPMENT PROGRAM FEES-CATEGORY I

Note: The Fire Development Fee Program Reserve will provide funding of \$1.9 million to bring its fee program cost recovery to 100%.

### 1. Engineering Installation, Removal, or Alteration Permits

1 Fire Protection Systems - Emergency Responder Radio Coverage (ERRC)	Plan Check: hourly rate (base hours= Refer to Table 4) Inspection: hourly rate (base hours = Refer to Table 5)		No Change					
2 Fire Protection Systems - Firefighter Breathing Air Replenishment	Plan Check: hourly rate (base hours= Refer to Table 4) Inspection: hourly rate (base hours = Refer to Table 5)		No Change					
3 Fire Protection Systems- Clean Agent Fire Suppression System	Plan Check: hourly rate (base hours = 2.0 hours for the first system plus 1.5 hours for each additional system); Inspection: hourly rate (base hours = 4.0 hours for the first system plus 3.0 hours for each additional system).		No Change					
4 Fire Protection Systems- Dedicated Function System	Plan Check: hourly rate (base hours = 2.1 hours); Inspection: hourly rate (base hours = 2.4 hours).		No Change					
5 Fire Protection Systems- Fire Alarm Systems New/Retrofit Note: Previously titled "Fire Protection Systems - Fire Alarm Systems"	Plan Check: hourly rate (base hours = Refer to Table 4) Inspection: hourly rate (base hours = Refer to Table 5)		No Change					

# DEPARTMENTAL FEES AND CHARGES

# FIRE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

## FIRE PREVENTION DEVELOPMENT PROGRAM FEES-CATEGORY I

### 1. Engineering Installation, Removal, or Alteration Permits

6 Fire Protection Systems- Fire Alarm Systems Tenant Improvement Note: Previously titled "Fire Protection Systems - Fire Suppression Detection or Monitoring System"	Plan Check: hourly rate (base hours = Refer to Table 4) Inspection: hourly rate (base hours = Refer to Table 5)		No Change					
7 Fire Protection Systems- Fixed Fire Suppression System Note: Previously titled "Fire Protection Systems - Fixed Extinguishing System"	Plan Check: hourly rate (base hours = Refer to Table 4) Inspection: hourly rate (base hours = Refer to Table 5)		No Change					
8 Sprinklers, Standpipes, & Pumps - Fire Pump	Plan Check: hourly rate (base hours = 2.0 hours for the first pump plus 1.0 hour for each additional pump); Inspection: hourly rate (base hours = 4.5 hours for the first pump plus 4.0 hours for each additional pump).		No Change					
9 Sprinklers, Standpipes, & Pumps - Standpipe System	Plan Check: hourly rate (base hours = 1.25 hours for the first 20 outlets plus 0.28 hour for each additional 10 outlets); Inspection: hourly rate (base hours = 3.38 hours for the first 20 outlets plus 1.0 hour for each additional 10 outlets).		No Change					

# DEPARTMENTAL FEES AND CHARGES

# FIRE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

## FIRE PREVENTION DEVELOPMENT PROGRAM FEES-CATEGORY I

### 1. Engineering Installation, Removal, or Alteration Permits

10 Sprinklers, Standpipes, & Pumps - Underground Piping System	Plan Check: hourly rate (base hours = 1.5 hours for the first 2 appurtenances plus 0.25 hour for each additional appurtenance); Inspection: hourly rate (base hours = 3 hours for the first 2 appurtenances plus 0.25 hour for each additional appurtenance).		No Change					
11 Sprinklers, Standpipes, & Pumps- Overhead Sprinkler System NFPA 13D	Plan Check: hourly rate (base hours = 1.5 hours); Inspection: hourly rate (base hours = 2.0 hours).		No Change					
12 Sprinklers, Standpipes, & Pumps- Overhead Sprinkler System New/Retrofit Note: Previously titled "Sprinklers, Standpipes, & Pumps - Overhead Sprinkler System"	Plan Check: hourly rate (base hours=2.0 hours for the first 50 heads plus 0.28 hour for each additional 50 heads. Each additional hydraulic calculation is 0.25 hour); Inspection: hourly rate (base hours = 3.0 hours for the first 50 heads plus 1.04 hours for each additional 50 heads).		No Change					

**DEPARTMENTAL FEES AND CHARGES**

**FIRE**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

**FIRE PREVENTION DEVELOPMENT PROGRAM FEES-CATEGORY I**

**1. Engineering Installation, Removal, or Alteration Permits**

13 Sprinklers, Standpipes, & Pumps- Overhead Sprinkler System Pre-Action System  
 Plan Check: hourly rate (base hours = 2.0 hours for the first 50 heads plus 0.28 hour for each additional 50 heads. Each additional hydraulic calculation is 0.25 hour); Inspection: hourly rate (base hours = 4.0 hours for the first 50 heads plus 1.04 hours for each additional 50 heads).  
 No Change

14 Sprinklers, Standpipes, & Pumps- Overhead Sprinkler System Tenant Improvement  
 Plan Check: hourly rate (base hours = 1.03 hours for the first 25 heads plus 0.28 hour for each additional 50 heads. Each hydraulic calculation is 0.5 hour); Inspection: hourly rate (base hours = 2.37 hours for the first 25 heads plus 0.98 hour for each additional 50 heads).  
 No Change

**2. HAZMAT Installation, Removal, or Alteration Permits**

1 Closure of Facilities Storing/Using/Handling Hazardous Materials-Require Submittal of Closure Plan  
 Plan Check: hourly rate (base hours=2 hours); Inspection: hourly rate (base hour=1 hour)  
 No Change

2 Hazardous Materials Systems that Require Submittal of Plan  
 Plan Check: hourly rate (base hours=2 hours for the first system plus 1 hour for each additional system); Inspection: hourly rate (base hour=1 hour)  
 No Change

# DEPARTMENTAL FEES AND CHARGES

# FIRE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

## FIRE PREVENTION DEVELOPMENT PROGRAM FEES-CATEGORY I

### 2. HAZMAT Installation, Removal, or Alteration Permits

3 Inert Gas Installation Permit	Plan Check: hourly rate (base hours=1 hour for the first system plus 0.5 hour for each additional system); Inspection: hourly rate (base hour=1 hour)		No Change					
4 Liquefied Petroleum Gases and Associated Piping Systems	Plan Check: hourly rate (base hours=2 hours for the first system plus 1 hour for each additional system); Inspection: hourly rate (base hour=1 hour)		No Change					
5 Ozone-Generating Equipment	Plan Check: hourly rate (base hours=2 hours per equipment or system); Inspection: hourly rate (base hour=1 hour)		No Change					
6 Refrigeration/HVAC Systems Above Exempt Amount in Article 63 of the UFC	Plan Check: hourly rate (base hours=2 hours per equipment or system); Inspection: hourly rate (base hour=1 hour)		No Change					
7 Tanks (Underground and Above Ground)	Plan Check: hourly rate (base hours=2 hours for the first tank plus 1 hour for each additional tank); Inspection: hourly rate (base hour=1 hour)		No Change					

**DEPARTMENTAL FEES AND CHARGES**

**FIRE**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>FIRE PREVENTION DEVELOPMENT PROGRAM FEES-CATEGORY I</b>									
<b>2. HAZMAT Installation, Removal, or Alteration Permits</b>									
8 Vapor Recovery System	Plan Check: hourly rate (base hours=2 hours per equipment or system); Inspection: hourly rate (base hour=1 hour)		No Change						
<b>3. Hourly Rate</b>									
1 Development Activity (Inspection) Note: For further detail, please refer to Table 5	\$129.50 per half hour or portion thereof		\$134.50 per half hour or portion thereof						
2 Development Activity (Plan Check) Note: For further detail, please refer to Table 4	\$115 per half hour or portion thereof		\$119.50 per half hour or portion thereof						
<b>4. Inspector Activity Fees</b>									
1 After Hours Inspection/Plan Review Development Services	Hourly rate (minimum 3 hours)		No Change						
2 Expedited Inspection	Hourly rate (minimum 3 hours)		No Change						
3 Failure to Cancel Scheduled Inspection Prior to 2:00PM. Two Business Days in Advance of the Scheduled Inspection Date	Hourly rate (minimum 1 hour)		No Change						
4 Failure to Notify for Final Inspection	Hourly rate		No Change						
5 Hydrant Flow Test	Hourly rate (minimum 3 hours)		No Change						
6 Inspections	Hourly rate (minimum 1 hour first visit)		No Change						



# DEPARTMENTAL FEES AND CHARGES

FIRE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

## FIRE PREVENTION DEVELOPMENT PROGRAM FEES-CATEGORY I

### 4. Inspector Activity Fees

7 Miscellaneous Plan Reviews	Hourly rate (minimum 1 hour)		No Change					
8 Other Services	Hourly rate		No Change					
9 Preliminary Project Site Review	Hourly rate (minimum 1 hour)		No Change					
10 Services With No Specific Fee	Hourly rate		No Change					
11 Special Plan Review	Hourly rate (minimum 1 hour)		No Change					

### 5. Late Charges

1 Permit Expiration Fee	10% of unpaid invoice if not paid by due date, additional 10% of outstanding balance if 30 days past due		No Change					
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### 6. Miscellaneous Fees

1 Audio Cassette Tapes	\$15.00 each		No Change					
2 CD Copies	Document research fee + \$0.50 per disk		No Change					
3 Document Research Service Fee	\$75 per hour (clerical) with minimum of \$37.50; \$116 per hour (Permit Specialist) with minimum of \$58, depending on staff level required		No Change					
4 File Research and Analysis	\$0.19 per page		No Change					
5 Hydrant Processing Fee	Hourly rate (minimum half hour)		No Change					
6 Optical Imaging Reproduction - 8.5" x 11" and 11" x 17"	See Public Records Act Fees		No Change					

# DEPARTMENTAL FEES AND CHARGES

FIRE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>FIRE PREVENTION DEVELOPMENT PROGRAM FEES-CATEGORY I</b>								
<b>6. Miscellaneous Fees</b>								
7 Optical Imaging Reproduction - Plans	See Public Records Act Fees		No Change					
8 Photocopies of Records and Documents - 11" x 17"	See Public Records Act Fees		No Change					
9 Photocopies of Records and Documents - 8.5" x 11"	See Public Records Act Fees		No Change					
10 Photocopies of Records and Documents - Microfiche/ Microfilm	See Public Records Act Fees		No Change					
11 Photographs	\$15 plus cost of processing		No Change					
12 Sale of Publications	100% of printing costs		No Change					
13 Temporary Certificate of Occupancy Processing	Hourly rate (minimum 2 hours)		No Change					
14 Variance	Hourly rate (minimum 3 hours)		No Change					
15 Video Cassette	\$20.00 each		No Change					
16 Witness Fees (Set by Another Jurisdiction)	Hourly rate or as allowed by Statute		No Change					
<b>7. Plan Review Fees</b>								
1 Architectural Express Plan Check	1.5 times the Architectural Plan Check Fee (see Table 1)		No Change					
2 Architectural Intermediate Plan Check	1.5 times the Architectural Plan Check Fee (see Table 1)		No Change					

**DEPARTMENTAL FEES AND CHARGES**

**FIRE**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>FIRE PREVENTION DEVELOPMENT PROGRAM FEES-CATEGORY I</b>								
<b>7. Plan Review Fees</b>								
3 Architectural Plan Reviews and Inspections by Engineering	Plan Check: hourly rate (base hours - see Table 1); Inspection: hourly rate (base hours - see Table 2)		No Change					
4 Architectural Special Tenant Improvements	1.5 times the Architectural Plan Check Fee (see Table 1)		No Change					
5 Custom Single Family Home	Plan Check: hourly rate (base hours - see Table 1); Inspection: hourly rate (base hours - see Table 2)		No Change					
6 Fee for Work Done Without a Permit	An amount equal to the cost of plan check and inspection		No Change					
7 HazMat Special Tenant Improvements	1.5 times the Hazardous Materials New Construction Plan Check Fee (see Table 3)		No Change					
8 Hazardous Materials Express Plan Check	1.5 times the hourly rate (see Table 3)		No Change					
9 Hazardous Materials Intermediate Plan Check	1.5 times the Hazardous Materials New Construction Plan Check Fee (see Table 3)		No Change					
10 Hazardous Materials New Construction Plan Reviews	Plan Check: hourly rate (base hours - see Table 3); Inspection: hourly rate (base hours - see Table 3)		No Change					
11 Single Family Tracts	Plan Check: hourly rate (base hours - see Table 1); Inspection: hourly rate (base hours - see Table 2)		No Change					

# DEPARTMENTAL FEES AND CHARGES

# FIRE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

## FIRE PREVENTION DEVELOPMENT PROGRAM FEES-CATEGORY I

### 8. Record Retention Fee

1 Record Retention Fee	5% of Engineering and Hazardous Materials Installation, Removal, or Alteration Permits Fee		No Change					
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### SUB-TOTAL FIRE PREVENTION DEVELOPMENT PROGRAM FEES-CATEGORY I

92.6%	10,264,884	8,100,000	8,410,021	78.9%	81.9%
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## FIRE PREVENTION NON-DEVELOPMENT PROGRAM FEES-CATEGORY I

### 1. Miscellaneous Fees

1 Audio Cassette Tapes	\$15.00 each		No Change					
2 CD Copies	Document research fee + \$0.50 per disk		No Change					
3 Document Research Service Fee	\$75 per hour (clerical) with minimum of \$37.50; \$116 per hour (Permit Specialist) with minimum of \$58, depending on staff level required		No Change					
4 File Research and Analysis	\$0.19 per page		No Change					
5 Fire Protection/Notification System Annual Inspection Record Submission Fee	Established by the third-party vendor and payable directly to the vendor		No Change					
6 Optical Imaging Reproduction - 8.5" x 11" or 11" x 17"	See Public Records Act Fees		No Change					
7 Optical Imaging Reproduction - Plans	See Public Records Act Fees		No Change					
8 Photocopies of Records and Documents - 11" x 17"	See Public Records Act Fees		No Change					

# DEPARTMENTAL FEES AND CHARGES

# FIRE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

## FIRE PREVENTION NON-DEVELOPMENT PROGRAM FEES-CATEGORY I

### 1. Miscellaneous Fees

9 Photocopies of Records and Documents - 8.5" x 11"	See Public Records Act Fees		No Change					
10 Photographs	\$15.00 plus cost of processing		No Change					
11 Sale of Publications	100% of printing costs		No Change					
12 San Jose Prepared! Course Fee	\$50		No Change					
13 Video Cassette	\$20.00 each		No Change					
14 Witness Fees (Set by another Jurisdiction)	Hourly rate or as allowed by Statute		No Change					

## SUB-TOTAL FIRE PREVENTION NON-DEVELOPMENT PROGRAM FEES-CATEGORY I

## FIRE PREVENTION NON-DEVELOPMENT PROGRAM FEES-CATEGORY II

### 1. Annual Renewable Operating

#### Permits

1 Fee for Annual Inspection of Permitted Facilities	Fire Safety Permits - hourly rate for reinspection of uncleared violations; HazMat Permits - hourly rate for inspection and reinspection of uncleared violations		No Change					
2 Fire Safety Permits	Permit fee per site with a range of \$442 to \$1,778 per permit (includes base inspection ranging 2-9 hours) plus hourly rate if initial inspection surpasses base hours; fee covers all required permits per facility		Permit fee per site with a range of \$470 to \$1,893 per permit (includes base inspection ranging 2-9 hours) plus hourly rate if initial inspection surpasses base hours; fee covers all required permits per facility					

# DEPARTMENTAL FEES AND CHARGES

FIRE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

## FIRE PREVENTION NON-DEVELOPMENT PROGRAM FEES-CATEGORY II

### 1. Annual Renewable Operating Permits

3 Fire Safety Permits - Public Schools	Permit and inspection fee waived for public schools		No Change					
4 Hazardous Materials - Public Schools	Permit and inspection fee waived for public schools		No Change					
5 Hazardous Materials Permits	\$179 per quantity range (permit fee includes inspection) plus any applicable Hazardous Materials Business Plan (HMBP) and Inventory Fee and Tank Fee		\$190 per quantity range (permit fee includes inspection) plus any applicable Hazardous Materials Business Plan (HMBP) and Inventory Fee and Tank Fee					
6 Hazardous Materials Permits - (HMBP) and Inventory Fee	\$176, plus \$8 per quantity range over one, per facility filing long form		Delete					
7 Hazardous Materials Permits - Minimum Reportable Threshold Quantity	Facilities with small quantities are exempt from the reporting requirements		No Change					
8 Hazardous Materials Permits - Retail Outlet Facility Fee	Rate for one quantity range per facility plus quantity range fee for regulated materials not covered by retail exemption, plus any applicable HMBP and Inventory, and Tank Fees		No Change					
9 Hazardous Materials Permits - Short Form Facility Fee	Rate for one quantity range per facility		No Change					
10 Hazardous Materials Permits - Tank Facility	\$341 for the first tank and \$161 for each additional tank		Delete					
11 Inert Gas Permit Fee	The rate equal to one quantity range		No Change					

# DEPARTMENTAL FEES AND CHARGES

FIRE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>FIRE PREVENTION NON-DEVELOPMENT PROGRAM FEES-CATEGORY II</b>								
<b>1. Annual Renewable Operating Permits</b>								
12 One Quantity Range	\$179		\$190					
13 Propane Permit Fee	The rate equal to 2 quantity ranges		No Change					
<b>2. Arson Restitution</b>								
1 Arson Restitution	As established by the Court		No Change					
<b>3. Fire Safety Non-Renewable Permits</b>								
1 Additional Permit Requiring a Plan Review and/or Inspection	\$247 each (in addition to highest permit fee)		\$263 each (in addition to highest permit fee)					
2 Fumigations (Set by another Jurisdiction)	Per State law		No Change					
3 Permits Requiring No Plan Review or Inspection	\$247		\$263					
4 Permits Requiring both a Plan Review and an Inspection	Permit fee of \$624 plus hourly rate if review surpasses 2 hours		Permit fee of \$664 plus hourly rate if review surpasses 2 hours					
5 Permits Requiring either a Plan Review or an Inspection	Permit fee of \$437 plus hourly rate if review surpasses 1 hour		Permit fee of \$465 plus hourly rate if review surpasses 1 hour					
<b>4. Hourly Rate</b>								
1 Non-Development Activity	\$94 per half hour or portion thereof		\$100 per half hour or portion thereof					
<b>5. Inspector Activity Fees</b>								
1 After Hours Inspection/Plan Review for Non-Development Services	Hourly rate (minimum 1 hour)		No Change					

# DEPARTMENTAL FEES AND CHARGES

FIRE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

## FIRE PREVENTION NON-DEVELOPMENT PROGRAM FEES-CATEGORY II

### 5. Inspector Activity Fees

2 Call Back Inspection/Plan Review	Hourly rate (minimum 3 hours)		No Change					
3 County Occupancy Inspections (Set by another Jurisdiction)	Per Agreement with County		No Change					
4 Day Care Prelicensing Inspection (Set by another Jurisdiction)	Per State law		No Change					
5 Failure to Cancel Scheduled Inspection within 1 Business Day of Scheduled Inspection	Hourly rate (minimum 1 hour)		No Change					
6 Fire Watch Service	Hourly rate (minimum 3 hours)		No Change					
7 Hydrant Flow Test	Hourly rate		No Change					
8 Inspections	Hourly rate (minimum 1 hour first visit)		No Change					
9 Miscellaneous Plan Review	Hourly rate (minimum 1 hour)		No Change					
10 Other Services	Hourly rate		No Change					
11 Outdoor Special Events	\$122 per hour		\$129 per hour					
12 Services with No Specific Fee	Hourly rate		No Change					
13 Special Events Inspections and Plan Reviews	1.5 times Inspector's salary		No Change					
14 Special Plan Review	Hourly rate (minimum 1 hour)		No Change					



# DEPARTMENTAL FEES AND CHARGES

# FIRE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>FIRE PREVENTION NON-DEVELOPMENT PROGRAM FEES-CATEGORY II</b>									
<b>6. Late Charges</b>									
1 Late Charges	10% of unpaid invoice if not paid by due date, additional 10% of outstanding balance if 30 days past due		No Change						
<b>7. Record Retention Fee</b>									
1 Record Retention Fee	5% of Fire Safety & Hazardous Materials Permit Fees		No Change						
<b>SUB-TOTAL FIRE PREVENTION NON-DEVELOPMENT PROGRAM FEES-CATEGORY II</b>		<b>100.0%</b>		<b>5,864,482</b>	<b>5,250,000</b>	<b>5,592,543</b>	<b>89.5%</b>	<b>95.4%</b>	
<b>TOTAL DEPARTMENT - GENERAL FUND</b>				<b>16,129,366</b>	<b>13,350,000</b>	<b>14,002,564</b>	<b>82.8%</b>	<b>86.8%</b>	
<b>TOTAL DEPARTMENT - Category I</b>				<b>10,264,884</b>	<b>8,100,000</b>	<b>8,410,021</b>	<b>78.9%</b>	<b>81.9%</b>	
<b>TOTAL DEPARTMENT - Category II</b>				<b>5,864,482</b>	<b>5,250,000</b>	<b>5,592,543</b>	<b>89.5%</b>	<b>95.4%</b>	
<b>TOTAL DEPARTMENT</b>				<b>16,129,366</b>	<b>13,350,000</b>	<b>14,002,564</b>	<b>82.8%</b>	<b>86.8%</b>	

**TABLE 1 - FIRE DEPARTMENT - DEVELOPMENT SERVICES**  
**Architectural Plan Check Base Fees**

<b>R3 Occupancies</b>			
<b>Type</b>	<b>Base Hours</b>	<b>Base Fees</b>	<b>Modifier</b>
Custom Single Family Dwelling	2	\$478.00	
Single Family Tracts	3	\$717.00	

<b>Multi-Family Buildings*</b>			
<b>Area in Sq-Ft</b>	<b>Base Hours</b>	<b>Base Fees</b>	<b>Size Modifier</b>
0-10,000	8	\$1,912.00	
10,001 to 20,000	8	\$1,912.00	plus 0.0006 hour per sq-ft over 10,000
20,001 to 40,000	14	\$3,346.00	plus 0.0005 hour per sq-ft over 20,000
>40,000	24	\$5,736.00	plus 0.0005 hour per sq-ft over 40,000

\*High-Rise Building Modifier - 1.1

<b>Commercial, Industrial, and Garage - New Buildings (Shell) and Additions*</b>			
<b>Area in Sq-Ft</b>	<b>Base Hours</b>	<b>Base Fees</b>	<b>Size Modifier</b>
0-10,000	6	\$1,434.00	
10,001 to 20,000	6	\$1,434.00	plus 0.0005 hour per sq-ft over 10,000
20,001 to 40,000	11	\$2,629.00	plus 0.0004 hour per sq-ft over 20,000
>40,000	19	\$4,541.00	plus 0.0004 hour per sq-ft over 40,000

\*High-Rise Building Modifier - 1.1

<b>Tenant Improvement, Alteration, and Interior Finish (All Occupancies except R3)</b>			
<b>Area in Sq-Ft</b>	<b>Base Hours</b>	<b>Base Fees</b>	<b>Size Modifier</b>
1 to 10,000	2.5	\$597.50	
10,001 to 20,000	4	\$956.00	plus 0.0003 hour per sq-ft over 10,000
20,001 to 40,000	7	\$1,673.00	plus 0.00025 hour per sq-ft over 20,000
>40,000	12	\$2,868.00	plus 0.00025 hour per sq-ft over 40,000

<b>Use Modifier for Tenant Improvement, Alteration, and Interior Finish</b>			
Agricultural	1.0	Parking Garage (Closed)	1.0
Antenna/Cell Site	1.0	Parking Garage (Open)	1.0
Assembly	1.1	Recreation	1.1
Auditorium	1.2	R & D	1.1
Bank	1.0	Repair Garage	1.1
Bowling Alley	1.1	Restaurant	1.1
Canopy Building	1.0	Retail/Store	1.0
Cafeteria	1.1	School/Daycare	1.1
Church	1.2	Service Station	1.0
Hazardous Use	1.2	Theatre	1.2
Health Club	1.1	Tilt-Up Office	1.0
Industrial	1.1	Tilt-Up Warehouse	1.1
Manufacturing	1.0	Unidentified/Speculative	1.0
Medical/Dental	1.0	Warehouse	1.1
Office	1.0		
Mixed Use - use modifier of occupancy with the largest area			

<b>Complexity Modifier for Tenant Improvement, Alteration, and Interior Finish</b>			
Major Modifications	1.20	Minor Modifications	0.75
Standard Modifications	1.00	Very Simple Modifications	0.50

<b>Other Plan Review Services</b>	<b>Fee</b>
Architectural Express Plan Check	1.5 times the architectural plan check fee
Architectural Intermediate/Coordinated Check	1.5 times the architectural plan check fee
Architectural Special Tenant Improvement	1.5 times the architectural plan check fee

**Application of Tables** - The tables above are based on the average plan check hours per category and a billable hourly rate of \$239 per hour. The base fees provide an unlimited plan check time for the first review cycle and two additional hours in the second review cycle. Additional fees are only assessed if the review process exceeds two hours in the second review cycle and the total initial hours covered by the base fees are exceeded.

**TABLE 2 - FIRE DEPARTMENT - DEVELOPMENT SERVICES**  
**Architectural Inspection Base Fees**

<b>R3 Occupancies</b>			
<b>Type</b>	<b>Base Hours</b>	<b>Base Fees</b>	<b>Modifier</b>
Custom Single Family Dwelling	1	\$269.00	
Single Family Tracts	2	\$538.00	plus 0.25 hour per unit over 6

<b>Multi-Family Buildings*</b>			
<b>Area in Sq-Ft</b>	<b>Base Hours</b>	<b>Base Fees</b>	<b>Size Modifier</b>
1 to 10,000	2	\$538.00	
10,001 to 20,000	2	\$538.00	plus 0.0003 hour per sq-ft over 10,000
20,001 to 40,000	5	\$1,345.00	plus 0.0002 hour per sq-ft over 20,000
>40,000	9	\$2,421.00	plus 0.0002 hour per sq-ft over 40,000

\*High-Rise Building Modifier - 1.2

<b>Commercial, Industrial, and Garage - New Buildings (Shell) and Additions*</b>			
<b>Area in Sq-Ft</b>	<b>Base Hours</b>	<b>Base Fees</b>	<b>Size Modifier</b>
1 to 10,000	3	\$807.00	
10,001 to 20,000	3	\$807.00	plus 0.0001 hour per sq-ft over 10,000
20,001 to 40,000	4	\$1,076.00	plus 0.000125 hour per sq-ft over 20,000
>40,000	6.5	\$1,748.50	plus 0.000125 hour per sq-ft over 40,000

\*High-Rise Building Modifier - 1.2

<b>Tenant Improvement, Alteration, and Interior Finish (All Occupancies except R3)</b>			
<b>Area in Sq-Ft</b>	<b>Base Hours</b>	<b>Base Fees</b>	<b>Size Modifier</b>
1 to 10,000	1	\$269.00	
10,001 to 20,000	2.75	\$739.75	plus 0.0001 hour per sq-ft over 10,000
20,001 to 40,000	4	\$1,076.00	plus 0.000125 hour per sq-ft over 20,000
>40,000	6.5	\$1,748.50	plus 0.000125 hour per sq-ft over 40,000

**Application of Tables** - The tables above are based on the average inspection hours per category and a billable hourly rate of \$269 per hour. The total hours purchased (fee paid/\$269.00) will limit the available inspection service allowed. All fractions of inspection hours will be rounded up to the next whole hour.

<b>Use Modifier for Tenant Improvement, Alteration, and Interior Finish</b>			
Agricultural	1.0	Parking Garage (Closed)	1.0
Antenna/Cell Site	1.0	Parking Garage (Open)	1.0
Assembly	1.0	Recreation	1.1
Auditorium	1.1	R & D	1.1
Bank	1.0	Repair Garage	1.1
Bowling Alley	1.1	Restaurant	1.1
Canopy Building	1.0	Retail/Store	1.0
Cafeteria	1.1	School/Daycare	1.1
Church	1.1	Service Station	1.0
Hazardous Use	1.1	Theatre	1.1
Health Club	1.0	Tilt-Up Office	1.0
Industrial	1.1	Tilt-Up Warehouse	1.1
Manufacturing	1.0	Unidentified/Speculative	1.0
Medical/Dental	1.0	Warehouse	1.1
Office	1.0		
Mixed Use - use modifier of occupancy with the largest area			

<b>Complexity Modifier for Tenant Improvement, Alteration, and Interior Finish</b>			
Major Modifications	1.10	Minor Modifications	0.75
Standard Modifications	1.00	Very Simple Modifications	0.50

**TABLE 3 - FIRE DEPARTMENT - DEVELOPMENT SERVICES**

**Special Use - Architectural Plan Check and Inspection Base Fees**

Special Use	Base Fees	
	Plan Check	Inspection
Antenna	2.00	1.00
ATM	1.00	1.00
Canopy Structure	1.50	1.00
Cooling Tower	1.50	1.00
Damage Repair	1.50	1.00
Demising Walls Only	1.50	1.00
Demo Interior Walls	1.50	1.00
Façade Changes	1.50	1.00
Fences/Gates	1.50	1.00
Fountains	1.50	1.00
HVAC Systems	2.00	1.00
Occupancy Changes	1.50	1.00
Occupancy Load Changes	2.00	1.00
Racks	2.50	1.00
Seismic Upgrades	1.50	1.00
Spray Booth	2.50	1.00
Swimming Pools	2.00	1.00
Tools	2.00	1.00

**Hazardous Materials Building Plan Check and Inspection Base Fees**

Service	Plan Check		Inspection	
	Base Hours	Base Fees	Base Hours	Base Fees
Hazmat New Construction Plan Check and Inspection	2	\$478.00	1	\$269.00
Hazmat Express Plan Check	1.5 times the hourly rate	\$358.50	1.5 times the hourly rate *	\$403.50
Hazmat Intermediate or Coordinated Plan Check	1.5 times Hazmat New Construction Plan Check Fee	\$717.00	1	\$269.00
Hazmat Special Tenant Improvements	1.5 times Hazmat New Construction Plan Check Fee	\$717.00	1	\$269.00

\*Aligns with Expedited Inspection Service on Table 5.

**Application of Tables** - The tables above are based on the average plan check and inspection hours per category and a billable hourly rate of \$239.00 per hour and \$269.00 per hour, respectively. The total hours purchased (fee paid/\$239.00; fee paid/\$269.00) will limit the available plan check service and/or inspections allowed. All fractions of inspection hours will be rounded up to the next whole hour.

**TABLE 4 - FIRE DEPARTMENT - DEVELOPMENT SERVICES**  
**Engineering and Hazmat Systems Installation, Removal, or Alteration Permits**  
**Base Plan Check Fees**

System	Base Hours	Base Fees
<b>Fire Protection Systems</b>		
<b>Sprinkler - Tenant Improvement</b> (hydraulic calculations not included)		
Base fee @ 25 heads	1.03	\$246.17
Each Additional (1-50) Heads	0.28	\$66.92
Each hydraulic calculation	0.50	\$119.50
<b>Sprinkler - New/Retrofit</b> (one hydraulic calculation included)		
Base fee @ 50 heads	2.00	\$478.00
Each Additional (1-50) Heads	0.28	\$66.92
Each additional hydraulic calculation	0.25	\$59.75
<b>Sprinkler - NFPA 13D System - each unit</b>	1.50	\$358.50
<b>Fire Pump Installation</b>		
First Pump	2.00	\$478.00
Each Additional Pump	1.00	\$239.00
<b>Pre-Action Fire Suppression System</b> (one hydraulic calculation included, Fire Alarm review not included)		
Base fee @ 50 heads	2.00	\$478.00
Each Additional (1-50) Heads	0.28	\$66.92
Each hydraulic calculation	0.25	\$59.75
<b>Fixed Fire Suppression System</b> (Wet/dry chem, water mist, etc)		
First System	1.04	\$248.56
Each Additional System	1.00	\$239.00
<b>Standpipe System</b>		
Base fee @ 20 Outlets	1.25	\$298.75
Each Additional (1-10) Outlets	0.28	\$66.92

System	Base Hours	Base Fees
<b>Fire Protection Systems</b>		
<b>Underground Piping System</b>		
First 2 Appurtenances	1.50	\$358.50
Each Additional Appurtenance	0.25	\$59.75
<b>Clean Agent Fire Suppression System</b> (Wet/dry chem, water mist, etc.)		
First System	2.00	\$478.00
Each Additional System	1.50	\$358.50
<b>Fire Alarm - Tenant Improvement</b>		
Base fee @ 10 Devices and/or Appliances	1.00	\$239.00
Each Additional (1-10) Devices	0.10	\$23.90
Each Additional (1-10) Appliances	0.10	\$23.90
Each Panel	0.50	\$119.50
<b>Fire Alarm - New/Retrofit</b>		
Base fee @ 10 Devices and/or Appliances and 1Panel/Communicator	3.38	\$807.82
Each Additional (1-10) Devices	0.10	\$23.90
Each Additional (1-10) Appliances	0.10	\$23.90
Each Additional Panel	0.50	\$119.50
<b>Fire Alarm - Dedicated Function System</b>		
	2.10	\$501.90
<b>Emergency Responder Radio Coverage (ERRC)</b>		
Buildings up to and including 4 stories (including and below grade levels)	2.00	\$478.00
Buildings containing (5-7) stories	3.00	\$717.00
High-rise buildings	4.00	\$956.00
<b>Firefighter Breathing Air Replenishment System</b>		
	2.00	\$478.00

**Application of Table** - The table above is based on the average plan check hours per category and a billable hourly rate of \$239.00 per hour. The total hours purchased (fee paid/\$239.00) will limit the available plan check service allowed.

**TABLE 4 - FIRE DEPARTMENT - DEVELOPMENT SERVICES**  
**Engineering and Hazmat Systems Installation, Removal, or Alteration Permits**  
**Base Plan Check Fees**

System	Base Hours	Base Fees
<b>HAZMAT SYSTEMS</b>		
<b>Closure of Facilities Storing, Using, or Handling Hazardous Materials that Require Submittal of a Closure Plan</b>		
Base Hours	2.00	\$478.00
Each Additional Hour	1.00	\$239.00
<b>Hazardous Materials Systems that Require Submittal of a Plan</b>		
Plan Check		
First System	2.00	\$478.00
Each Additional System	1.00	\$239.00
<b>Inert Gas Installation Permit</b>		
Plan Check		
First System	1.00	\$239.00
Each Additional System	0.50	\$119.50
<b>Liquefied Petroleum Gases and Associated Piping Systems</b>		
Plan Check		
First System	2.00	\$478.00
Each Additional System	1.00	\$239.00
<b>Ozone Generating Equipment</b>		
Plan Check		
First System / Equipment	2.00	\$478.00
Each Additional System / Equipment	2.00	\$478.00
<b>Refrigeration/HVAC Systems Above Exempt Amount in Article 63 of UFC</b>		
Plan Check		
First System / Equipment	2.00	\$478.00
Each Additional System / Equipment	2.00	\$478.00
<b>Tanks (Underground and Aboveground)</b>		
Plan Check		
First System	2.00	\$478.00
Each Additional System	1.00	\$239.00

**Application of Table** - The table above is based on the average plan check hours per category and a billable hourly rate of \$239.00 per hour. The total hours purchased (fee paid/\$239.00) will limit the available plan check service allowed.

System	Base Hours	Base Fees
<b>HAZMAT SYSTEMS</b>		
<b>Vapor Recovery System</b>		
Plan Check		
First System	2.00	\$478.00
Each Additional System	2.00	\$478.00
<b>OTHER MISCELLANEOUS FEES</b>		
<b>Additional Plan Review</b>		
Plan Check - Per 1/2	0.50	\$119.50
<b>Special Plan Check</b>		
Express Plan Check - 1.5 x PC		
Intermediate/Coordinated Plan Check - 1.5 x PC		
Special Tenant Improvement Plan Check - 1.5 x PC		
<b>Variance &amp; Alternate Materials/Methods</b>		
First 3 hours (minimum) - per project	3.00	\$717.00
Each Additional Hour - per hour	1.00	\$239.00
<b>Temporary Certificate of Occupancy Processing</b>		
First 2 hours (minimum)	2.00	\$478.00
Each Additional Hour	1.00	\$239.00
<b>Buildings, Structures and Fire Systems Installed without Permits - - 2 x fee</b>		
	n/a	
<b>Preliminary Project Site Review</b>		
First 1 hour (minimum) -per project	1.00	\$239.00
Each Additional Hour - per hour	1.00	\$239.00
<b>Services with No Specific Fee</b>		
First 1 hour (minimum) - per project	1.00	\$239.00
Each Additional Hour - per hour	1.00	\$239.00
<b>Record Retention Fee - 5%</b>		
	n/a	
<b>Permit Expiration Fee - 50% of new permit</b>		
	n/a	
<b>Expedited/ After Hours Plan Review Fee</b>		
	3.00	\$717.00

**TABLE 5 - FIRE DEPARTMENT - DEVELOPMENT SERVICES**  
**Engineering and Hazmat Systems Installation, Removal, or Alteration Permits**  
**Base Inspection Fees**

System	Base Hours	Base Fees
<b>FIRE PROTECTION SYSTEMS</b>		
<b>Sprinkler - Tenant Improvement</b> (hydraulic calculations not included)		
Base fee @ 25 heads	2.37	\$638.00
Each Additional (1-50) Heads	0.98	\$264.00
<b>Sprinkler - New/Retrofit</b> (one hydraulic calculation included)		
Base fee @ 50 heads	3.00	\$807.00
Each Additional (1-50) Heads	1.04	\$280.00
<b>Sprinkler - NFPA 13D System</b>		
	2.00	\$538.00
<b>Fire Pump Installation</b>		
First Pump	4.50	\$1,211.00
Each Additional Pump	4.00	\$1,076.00
<b>Pre-Action Fire Suppression System</b> (one hydraulic calculation included, Fire Alarm review not included)		
Base fee @ 50 heads	4.00	\$1,076.00
Each Additional (1-50) Heads	1.04	\$280.00
<b>Fixed Fire Suppression System</b> (Wet/dry chem, watermist, etc.)		
First System	2.33	\$627.00
Each Additional System	2.00	\$538.00
<b>Standpipe System</b>		
Base fee @ 20 Outlets	3.38	\$909.00
Each Additional (1-10) Outlets	1.00	\$269.00
<b>Underground Piping System</b>		
First 2 Appurtenances	3.00	\$807.00
Each Additional Appurtenance	0.25	\$67.00
<b>Clean Agent Fire Suppression System</b> (Wet/dry chem, water mist, etc.)		
First System	4.00	\$1,076.00
Each Additional System	3.00	\$807.00

System	Base Hours	Base Fees
<b>FIRE PROTECTION SYSTEMS</b>		
<b>Fire Alarm - Tenant Improvement</b>		
Base fee @ 10 Devices and/or Appliances	1.50	\$404.00
Each Additional (1-10) Devices	0.85	\$229.00
Each Additional (1-10) Appliances	0.10	\$27.00
Each Panel	1.00	\$269.00
<b>Fire Alarm - New/Retrofit</b>		
Base fee @ 10 Devices and/or Appliances and 1 Panel/Communicator	3.31	\$890.00
Each Additional (1-10) Devices	0.85	\$229.00
Each Additional (1-10) Appliances	0.10	\$27.00
Each Additional Panel	1.00	\$269.00
<b>Fire Alarm - Dedicated Function System</b>		
	2.40	\$646.00
<b>Emergency Responder Radio Coverage (ERRC)</b>		
Buildings up to and including 4 stories (including and below grade levels)	2.00	\$538.00
Buildings containing (5-7) stories	3.00	\$807.00
High-rise buildings	8.00	\$2,152.00
<b>Firefighter Breathing Air Replenishment System</b>		
	4.00	\$1,076.00
<b>HAZMAT SYSTEMS</b>		
<b>Closure of Facilities Storing, Using, or Handling Hazardous Materials that Require Submittal of a Closure Plan</b>		
Base Hours	1.00	\$269.00
Each Additional Hour	1.00	\$269.00
<b>Hazardous Materials Systems that Require Submittal of a Plan</b>		
Inspection		
Base Hours	1.00	\$269.00
Each Additional Hour	1.00	\$269.00

**Application of Table** - The table above is based on the average plan check hours per category and a billable hourly rate of \$269.00 per hour. The total hours purchased (fee paid/\$269.00) will limit the available plan check service allowed.

**TABLE 5 - FIRE DEPARTMENT - DEVELOPMENT SERVICES**  
**Engineering and Hazmat Systems Installation, Removal, or Alteration Permits**  
**Base Inspection Fees**

System	Base Hours	Base Fees
<b>HAZMAT SYSTEMS</b>		
<b>Inert Gas Installation Permit</b>		
Inspection		
Base Hours	1.00	\$269.00
Each Additional Hour	1.00	\$269.00
<b>Liquefied Petroleum Gases and Associated Piping Systems</b>		
Inspection		
Base Hours	1.00	\$269.00
Each Additional Hour	1.00	\$269.00
<b>Ozone Generating Equipment</b>		
Inspection		
Base Hours	1.00	\$269.00
Each Additional Hour	1.00	\$269.00
<b>Refrigeration/HVAC Systems Above Exempt Amount in Article 63 of UFC</b>		
Inspection		
Base Hours	1.00	\$269.00
Each Additional Hour	1.00	\$269.00
<b>Tanks (Underground and Aboveground)</b>		
Inspection		
Base Hours	1.00	\$269.00
Each Additional Hour	1.00	\$269.00

System	Base Hours	Base Fees
<b>Vapor Recovery System</b>		
Inspection		
Base Hours	1.00	\$269.00
Each Additional Hour	1.00	\$269.00
<b>OTHER MISCELLANEOUS FEES</b>		
<b>Additional Inspection Services</b>		
Inspection - per hour	1.00	\$269.00
<b>Expedited/ After hours Inspection Fee Services Fee</b>		
	3.00	\$807.00
<b>Buildings, Structures and Fire Systems Installed without Permits -- 2 x fee</b>		
	n/a	
<b>Hydrant Flow Test</b>		
First 3 hours (minimum)	3.00	\$807.00
Each Additional Hour	1.00	\$269.00
<b>Services with No Specific Fee</b>		
First 1 hour (minimum)- per project	1.00	\$269.00
Each Additional Hour - per hour	1.00	\$269.00
<b>Record Retention Fee - 5%</b>		
	n/a	
<b>Permit Expiration Fee - 50% of new permit</b>		
	n/a	

**Application of Table** - The table above is based on the average plan check hours per category and a billable hourly rate of \$269.00 per hour. The total hours purchased (fee paid/\$269.00) will limit the available plan check service allowed.



**TABLE 6 - FIRE DEPARTMENT - NON-DEVELOPMENT SERVICES  
Minimum Reportable Threshold Quantity (MRTQ)**

Unless otherwise required by the Fire Marshal, facilities storing only one of the following are exempt from the Hazardous Materials Registration Form reporting requirements and permit fees.	
a.	five gallons or less of Class I flammable liquids
b.	ten gallons or less of Class II or III-A combustible liquids
c.	ten gallon or less of waste oil
d.	solvents parts washer, with a capacity not to exceed thirty gallons of combustible liquids
e.	five gallons or less of corrosive liquids
f.	ten pounds or less of corrosive solids
g.	one oxyacetylene torch with no spare acetylene cylinders, which must be number four or smaller (no more than 150 cubic feet).

**TABLE 7 - FIRE DEPARTMENT - NON-DEVELOPMENT SERVICES  
Hazardous Materials Quantity Ranges**

<u>Range Numbers</u>	<u>Range Amounts</u>		
	<u>Gases (cubic feet)</u>	<u>Liquids (gallons)</u>	<u>Solids (pounds)</u>
	1	less than 200	less than 55
2	200 to 1,999	55 to 549	500 to 4,999
3	2,000 to 9,999	550 to 2,749	5,000 to 24,999
4	10,000 to 19,999	2,750 to 5,499	25,000 to 49,999
5	20,000 to 39,999	5,500 to 9,999	50,000 to 99,999
6	40,000 to 99,999	10,000 to 99,999	100,000 or more
7	100,000 or more	100,000 or more	

## HOUSING DEPARTMENT

### Impact Analysis Report

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#### ***OVERVIEW***

The Housing Department is responsible for the collection of fees related to the Rent Stabilization Program (RSP) and for the collection of Inclusionary Fees, Affordable Housing Impact Program, Rental Mediation Penalty Fees, Homebuyer Subordination Fees, and Multi-Family Fees.

The RSP fees are collected from property owners, renters, and mobilehome owners to support work associated with implementation of the Apartment Rent Ordinance (ARO), Tenant Protection (TPO), Ellis Act and Mobilehome ordinances. The fees are set at an amount to cover the estimated costs of providing the RSP, which include mediation services to settle tenant-landlord disputes, information and referral services, tenant protection, and outreach and education services. To better monitor RSP performance, the 2019-2020 Proposed Operating Budget recommends establishing the Rent Stabilization Program Fee Fund.

The City's Inclusionary Housing Policy, established in 1988, requires affordable housing units in newly-constructed for-sale housing developments with greater than 10 units that are located in former Redevelopment Project Areas. In limited circumstances, developers may choose to pay an "in-lieu" fee instead of building the required affordable units in the development. Although redevelopment agencies in California have been dissolved, the relevant provisions of the California Redevelopment Law requiring housing affordability in residential construction in Redevelopment Project Areas have not been repealed. Therefore, San José

continues to implement its Inclusionary Housing Policy and require affordability in newly-constructed for-sale developments in those areas. For more information on the City's Inclusionary Housing Policy, please visit the Housing Department's website at:

<http://www.sanjoseca.gov/index.aspx?nid=1306>.

On January 12, 2010, the City Council approved the Inclusionary Housing Ordinance ("the Ordinance"). The Ordinance generally requires that, in market-rate for-sale developments of 20 or more units, 15% of the units be made affordable to and sold to moderate-income households. The Ordinance provides numerous alternative ways that the developer can meet this requirement, including payment of an in-lieu fee and construction of affordable units off-site, among many others.

The Ordinance requires the City to establish an in-lieu fee on an annual basis. In accordance with the methodology outlined in the Ordinance, the Housing Department has calculated the proposed in-lieu fees for 2019-2020 to be \$192,946 for each For-Sale Inclusionary Housing unit.

The Housing Department has also calculated the maximum in-lieu fees for 2019-2020 to be \$180,511 (\$158,343 x 1.14%) for each Rental Inclusionary Housing unit, consistent with Ordinance methodology and City Council direction. However, staff recommends that the In-Lieu Fee for Inclusionary Rentals continue to be \$125,000 in 2019-2020, to provide some certainty to rental residential developments already in the pipeline. For more information

## HOUSING DEPARTMENT

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### **OVERVIEW**

on the City's Inclusionary Housing Ordinance, please visit the Housing Department's website at:

<http://www.sanjoseca.gov/index.aspx?NID=3979>.

Additionally, to better monitor performance, the 2019-2020 Proposed Operating Budget recommends establishing the Inclusionary Fee Fund, consisting of the Inclusionary Policy, Inclusionary Ordinance, and Inclusionary In-lieu fees. Revenues are not estimated due to uncertainty of when developments will complete construction, which is the milestone triggering payment to the City. As payments are received, actions will be brought forward to recognize and appropriate the funds.

On November 18, 2014, the City Council adopted an ordinance to establish a Housing Impact Fee Program on new market rate rental housing development to address the need for affordable housing associated with such new development. The City Council approved that the operative date of the Ordinance be July 1, 2016, preceded by the implementation of an exemption process to minimize the financial impacts on development projects in the pipeline. The grandfathering process exempts pipeline development projects from the new \$17 per square foot Housing Impact Fee if the rental development project has received an entitlement prior to July 1, 2016 and if the project receives its Certificate of Occupancy prior to January 31, 2020. In accordance with the plan adopted by City Council, recommended fee levels recover costs associated with the collection of pipeline project applications, as well as staff time to track compliance and monitoring of exempted projects are recommended. Additionally, the Ordinance

increases the Housing Impact Fee by 2.4% annually resulting in a rate increase from \$17.83 to \$18.26 per square foot in 2019-2020. For more information on the City's Affordable Housing Impact Fee, please visit the Housing Department's website at:

<http://www.sanjoseca.gov/index.aspx?NID=6027>.

### **SUMMARY AND IMPACT OF PROPOSED FEE REVISIONS**

#### New Fees

*Qualifying Rental High Rise Units Located in the downtown Core Fee* – This fee authorizes a reduction in the Inclusionary In-Lieu Fee to \$0 (per In-Lieu unit) for High-Rise rental developments in the Downtown Core (as described in Resolution Number 73587 adopted January 9, 2007) that are ten (10) or more floors or stories in height not including any nonresidential uses where the highest occupied floor has a floor level elevation that is at least 150 feet above street level, if they obtain issuance of all Certificates of Occupancy on or prior to June 30, 2021.

*Multi-Family Transaction Application Review Fee* – This fee of \$755.80 partially offsets staff costs associated with the review of asset management transactions and new affordable housing development transactions in which owner/developers request to refinance or resyndicate existing developments supported by City loans. This fee will offset, in part, reviewing applications for completeness, reviewing the applicant's proposed timeline, ensuring the subject property is in compliance with loan requirements, and ensuring project readiness.

## HOUSING DEPARTMENT

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### ***SUMMARY AND IMPACT OF PROPOSED FEE REVISIONS***

#### Existing Fees

*Rent Stabilization Program* - Fees for rent-controlled apartments will decrease from \$77.30 to \$85.04. Non-rent controlled apartments are subject to the TPO fees which are proposed to increase from \$6.20 to \$8.76. The Ellis Act Ordinance fee per unit, up to 10 units, is recommended to increase from \$2,258 to \$2,469 per unit. Additional units, above 10 units, are recommended to increase from \$870 per unit to \$902 per unit. To keep the Mobilehome fee at cost recovery, staff recommends that the fee decrease from \$25.70 to \$24.24 per unit.

*Multi-Family Fee Program* – Recommended changes to existing fees pertaining to the management of the City’s Multi-Family Affordable Housing Loan Portfolio will more accurately align the fees with the cost of delivering the services. In prior years, these services were primarily funded by loan payments and low and moderate income housing funds. As a result of the dissolution of the former Redevelopment Agency of the City of San José and the loss of the low and moderate income housing funds, the Housing Department assess various fees to recover costs associated with providing services related to the administration of its loan portfolio.

For more complicated refinancing scenarios that exceed the base hours, the additional per hour rate for both Housing and City Attorney staff time is recommended to decrease, from \$157 per hour to \$101 per hour for Housing staff, and from \$206 per hour to \$157 per hour for City Attorney staff time.

These recommended changes reflect the actual costs for the positions that perform work within the Multi-Family Fee Program.

Changes to Single-Family and Multi-Family Asset Management transaction fees are also recommended as outlined below. These cost recovery fees align with the staff time and resources necessary to complete these transactions and have been updated to reflect changes in salary, benefit and indirect costs. If additional time above the standard transaction fee is necessary, an hourly rate of \$157 for Attorney staff time and \$101 for Housing staff time applies.

- *Single-Family Loan Pay-off Fee*: A decrease to the Short Sale fee (\$252.50 per transaction) and Loan Payoff fee (\$151.50 per transaction) is recommended.
- *Multi-Family Project Owner Transfer Fee*: Decreases to the Standard Transaction – Related Parties fee (from \$17,328 to \$11,686) and Standard Transaction – New Parties fee (from \$22,538 to \$15,209) are recommended to recover costs associated with the review, documentation, and closing of changes in ownership structure of the project, either a transfer to a new partnership or a change in ownership of any General Partnership or Limited Partnership interest.
- *Multi-Family Loan Payoff Processing Fee*: A decrease in the Standard Transaction fee (from \$4,386 to \$2,895) is recommended to recover costs associated with the processing of a loan payoff of the City’s existing loan.

## HOUSING DEPARTMENT

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### ***SUMMARY AND IMPACT OF PROPOSED FEE REVISIONS***

#### Existing Fees (Cont'd)

- *Multi-Family Loan Conversion Fee:* A decrease to the Standard Transaction fee (from \$46,987 to \$32,456) is recommended to recover costs associated with converting a construction loan to a permanent loan.
- *Multi-Family Loan Origination Fee:* A decrease in the Standard Transaction fee (from \$50,362 to \$34,577) is recommended to recover costs associated with processing and underwriting loans from the time of application submittal to loan closing.
- *Multi-Family Loan Recapitalization Fee:* A decrease in the Standard Transaction fee (from \$46,987 to \$32,406) is recommended to recover costs associated with the review, negotiation, documentation, and closing of the new financing structure for a project where affordable housing project owners are going through a tax credit re-syndication and an existing City loan will remain outstanding.
- *Multi-Family Loan Servicing Fee:* An increase in the fee (from \$25.69 to \$38.75 per unit) is recommended to recover the costs associated with the servicing of the City's loans including construction oversight and the annual review of the project's operating budget and audit.
- *Multi-Family Affordability Restriction Monitoring Fee:* An increase in the fee (from \$25.69 to \$38.75 per unit) is recommended to recover the costs associated with the monitoring of compliance with the City's affordability restrictions, including the annual review of the developer's tenant's income and rents.
- *Multi-Family Loan Refinance Fee:* A decrease in the Standard Transaction fee (from \$22,616 to \$15,259) is recommended to recover costs associated with review, documentation, and closing of a refinancing of, or amendment to, debt senior to the City's loan.
- *Multi-Family Project Restructuring Fee:* A decrease in the standard transaction fee (from \$7,236 to \$5,132) is recommended, reflecting a change in the number of staffing hours to process a transaction, to recover costs associated with the review, negotiation, documentation, and closing of borrower requested amendments to the City's existing loan or affordability restriction terms.
- *Affordable Housing Compliance Plan Fee:* A decrease in the fee from \$4,582 to \$3,119 fee is recommended to offset costs for staff time associated with processing projects subject to both the City's Inclusionary Housing Ordinance and Affordable Housing Impact Fee Programs. For example, staff is required to meet with developers to discuss potential obligations, interface with PBCE on conditions of approvals, work with the City Attorney's Office to draft the agreements, and ensure the developer executes the agreement and that the document is recorded correctly. If additional time is necessary, hourly rates for Attorney Staff time (\$157/hr) and for Housing staff time (\$101/hr) apply.

## **HOUSING DEPARTMENT**

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### ***SUMMARY AND IMPACT OF PROPOSED FEE REVISIONS***

#### Existing Fees (Cont'd)

- *Pipeline Annual Fee:* No change to this \$1,740 fee is recommended to offset costs for staff time associated with monitoring pipeline projects that benefit from the grandfathering provisions of the Housing Impact Fee.
- *Supplemental Document Processing Fee:* A decrease in the Attorney staff fee from \$206 to \$157 per hour and in the Housing staff fee from \$157 to \$101 per hour is recommended to offset costs for staff time associated with processing supplemental housing documents including County fees, notarizations, title company charges and legal recording.

### ***NOTIFICATION***

The Housing Department staff met with potential impacted stakeholders and held public hearings at the April 11, 2019 Housing and Community Development Commission meeting. Additionally, Housing Department staff attended the April 10, 2019 Affordable Housing Developer Roundtable meeting to notify developers of the new proposed Multi-Family Transaction Application Review fee.

The Proposed Fees and Charges Report was released on May 3, 2019, allowing for a minimum of 10 days for public review. Public input on fee proposals will be heard by the City Council at public hearings held on Tuesday, May 14, 2019, at 1:30 p.m. and Monday, June 10, 2019, at 6:00 p.m. in the Council Chambers.

# DEPARTMENTAL FEES AND CHARGES

# HOUSING

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>INCLUSIONARY FEE FUND - CATEGORY I</b>									
<b>1. Affordable Housing Compliance Fee Program</b>									
1 City Attorney Staff Time	Moved from Multi-Source Housing FD - Category I		\$157/hr in excess of 7 hours						
2 City Housing Staff Time	Moved from Multi-Source Housing FD - Category I		\$101/hr in excess of 20 hours						
3 Standard Transaction	Moved from Multi-Source Housing FD - Category I		\$3,119 per application						
<b>Sub-total Affordable Housing Compliance Fee Program</b>									
<b>2. Inclusionary Housing Ordinance (In-Lieu) Fees</b>									
1 For Sale Inclusionary In-Lieu Fee	Moved from Multi-Source Housing FD - Category I		\$192,946/unit						
2 Qualifying Rental High Rise Units Located in the Downtown Core Fee			\$0/unit						
3 Rental Inclusionary In-Lieu Fee	Moved from Multi-Source Housing FD - Category I		\$125,000/unit						
<b>Sub-total Inclusionary Housing Ordinance (In-Lieu) Fees</b>									
<b>SUB-TOTAL INCLUSIONARY FEE FUND - CATEGORY I</b>									
<b>INCLUSIONARY FEE FUND - CATEGORY II</b>									
<b>1. Inclusionary Housing Policy Fees</b>									
1 For-Sale - High Rise units not located in the Downtown Core	Moved from Multi-Source Housing FD - Category II		\$17.00 per square foot of market-rate housing; maximum \$200,200						
2 For-Sale - High rise units located in a Downtown High-Rise Incentive Area	Moved from Multi-Source Housing FD - Category II		\$8.50 per square foot of market-rate high-rise units; maximum \$65,000						



**DEPARTMENTAL FEES AND CHARGES**

**HOUSING**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

**INCLUSIONARY FEE FUND - CATEGORY II**

**1. Inclusionary Housing Policy Fees**

3 For-Sale - Low-Rise Condominium/Stacked Flat Projects	Moved from Multi-Source Housing FD - Category II		\$17.00 per net square foot of market-rate housing; maximum \$90,000					
4 For-Sale - Single-Family Detached Units	Moved from Multi-Source Housing FD - Category II		\$17.00 per square foot of market-rate housing; maximum \$200,000					
5 For-Sale - Townhouse/Row-House projects	Moved from Multi-Source Housing FD - Category II		\$17.00 per square foot of market-rate housing; maximum \$120,000					
6 Ownership Alternative Restricted Unit to be developed outside a redevelopment project area	Moved from Multi-Source Housing FD - Category II		\$130,000 per unit					
7 Ownership Alternative Restricted Unit to be developed within a redevelopment project area	Moved from Multi-Source Housing FD - Category II		\$65,000 per unit					
8 Rental Alternative Restricted Unit to be developed outside a redevelopment project area	Moved from Multi-Source Housing FD - Category II		\$142,800 per unit					
9 Rental Alternative Restricted Unit to be developed within a redevelopment project area	Moved from Multi-Source Housing FD - Category II		\$71,400 per unit					
10 Rental Units	Moved from Multi-Source Housing FD - Category II		\$17.00 per net square foot of market-rate housing; maximum \$85,500					

**Sub-total Inclusionary Housing Policy Fees**

**SUB-TOTAL INCLUSIONARY FEE FUND - CATEGORY II**

# DEPARTMENTAL FEES AND CHARGES

# HOUSING

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>MULTI-FAMILY HOUSING - CATEGORY I</b>								
<b>1. Homebuyer Subordination Fee</b>								
1 Homebuyer Subordination Fee	\$314 per transaction		\$268 per transaction					
<b>Sub-total Homebuyer Subordination Fee</b>		<b>99.8%</b>		<b>6,700</b>	<b>7,850</b>	<b>6,700</b>	<b>117.2%</b>	<b>100.0%</b>
<b>2. Miscellaneous Fees</b>								
1 Application Review Fee			\$755.80 per application					
<b>Sub-total Miscellaneous Fees</b>								
<b>3. Multi-Family Affordable Restriction Monitoring Fee</b>								
1 Multi-Family Affordability Restriction Monitoring Fee	\$25.69/unit per year		\$38.75/unit per year					
<b>Sub-total Multi-Family Affordable Restriction Monitoring Fee</b>		<b>100.0%</b>		<b>93,000</b>	<b>61,656</b>	<b>93,000</b>	<b>66.3%</b>	<b>100.0%</b>
<b>4. Multi-Family Loan Conversion Fee</b>								
1 City Attorney Staff Time	\$206/hr in excess of 89 hours		\$157/hr in excess of 89 hours					
2 City Housing Staff Time	\$157/hr in excess of 183 hours		\$101/hr in excess of 183 hours					
3 Standard Transaction	\$46,987 per transaction		\$32,406 per transaction					
<b>Sub-total Multi-Family Loan Conversion Fee</b>		<b>100.0%</b>		<b>64,812</b>	<b>93,973</b>	<b>64,812</b>	<b>145.0%</b>	<b>100.0%</b>
<b>5. Multi-Family Loan Origination Fee</b>								
1 City Attorney Staff Time	\$206/hr in excess of 89 hours		\$157/hr in excess of 89 hours					
2 City Housing Staff Time	\$157/hr in excess of 204 hours		\$101/hr in excess of 204 hours					
3 Standard Transaction	\$50,362 per transaction		\$34,577 per transaction					
<b>Sub-total Multi-Family Loan Origination Fee</b>		<b>100.0%</b>		<b>103,731</b>	<b>151,086</b>	<b>103,731</b>	<b>145.7%</b>	<b>100.0%</b>

# DEPARTMENTAL FEES AND CHARGES

# HOUSING

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>MULTI-FAMILY HOUSING - CATEGORY I</b>								
<b>6. Multi-Family Loan Payoff Processing Fee</b>								
1 City Attorney Staff Time	\$206/hr in excess of 3 hours		\$157/hr in excess of 3 hours					
2 City Housing Staff Time	\$157/hr in excess of 24 hours		\$101/hr in excess of 24 hours					
3 Standard Transaction	\$4,386 per transaction		\$2,895 per transaction					
<b>Sub-total Multi-Family Loan Payoff Processing Fee</b>		<b>100.0%</b>		<b>14,475</b>	<b>21,930</b>	<b>14,475</b>	<b>151.5%</b>	<b>100.0%</b>
<b>7. Multi-Family Loan Recapitalization Fee</b>								
1 City Attorney Staff Time	\$206/hr in excess of 89 hours		\$157/hr in excess of 89 hours					
2 City Housing Staff Time	\$157/hr in excess of 183 hours		\$101/hr in excess of 183 hours					
3 Standard Transaction	\$46,987 per transaction		\$32,406 per transaction					
<b>Sub-total Multi-Family Loan Recapitalization Fee</b>		<b>100.0%</b>		<b>129,624</b>	<b>187,946</b>	<b>129,624</b>	<b>145.0%</b>	<b>100.0%</b>
<b>8. Multi-Family Loan Refinance Fee</b>								
1 City Attorney Staff Time	\$206/hr in excess of 29 hours		\$157/hr in excess of 29 hours					
2 City Housing Staff Time	\$157/hr in excess of 106 hours		\$101/hr in excess of 106 hours					
3 Standard Transaction	\$22,616 per transaction		\$15,259 per transaction					
<b>Sub-total Multi-Family Loan Refinance Fee</b>		<b>100.0%</b>		<b>76,295</b>	<b>113,080</b>	<b>76,295</b>	<b>148.2%</b>	<b>100.0%</b>
<b>9. Multi-Family Loan Servicing Fee</b>								
1 Multi-Family Loan Servicing Fee	\$25.69/unit per year		\$38.75/unit per year					
<b>Sub-total Multi-Family Loan Servicing Fee</b>		<b>100.0%</b>		<b>93,000</b>	<b>61,656</b>	<b>93,000</b>	<b>66.3%</b>	<b>100.0%</b>

# DEPARTMENTAL FEES AND CHARGES

# HOUSING

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>MULTI-FAMILY HOUSING - CATEGORY I</b>									
<b>10. Multi-Family Project Owner</b>									
<b>Transfer Fee</b>									
1 City Attorney Staff Time - New Parties	\$206/hr in excess of 29 hours		\$157/hr in excess of 29 hours						
2 City Attorney Staff Time - Related Parties	\$206/hr in excess of 22 hours		\$157/hr in excess of 22 hours						
3 City Housing Staff Time - New Parties	\$157/hr in excess of 106 hours		\$101/hr in excess of 106 hours						
4 City Housing Staff Time - Related Parties	\$157/hr in excess of 82 hours		\$101/hr in excess of 82 hours						
5 Standard Transaction - New Parties	\$22,538 per transaction		\$15,209 per transaction						
6 Standard Transaction - Related Parties	\$17,328 per transaction		\$11,686 per transaction						
<b>Sub-total Multi-Family Project Owner Transfer Fee</b>		<b>100.0%</b>		<b>88,845</b>	<b>131,713</b>	<b>88,845</b>	<b>148.3%</b>	<b>100.0%</b>	
<b>11. Multi-Family Project</b>									
<b>Restructuring Fee</b>									
1 City Attorney Staff Time	\$206/hr in excess of 20 hours		\$157/hr in excess of 20 hours						
2 City Housing Staff Time	\$157/hr in excess of 21 hours		\$101/hr in excess of 21 hours						
3 Standard Transaction	\$7,236 per transaction		\$5,132 per transaction						
<b>Sub-total Multi-Family Project Restructuring Fee</b>		<b>100.0%</b>		<b>5,132</b>	<b>7,236</b>	<b>5,132</b>	<b>141.0%</b>	<b>100.0%</b>	
<b>12. Single-Family Loan Payoff Fee</b>									
1 Short Sale Loan Payoff Fee	\$392.50 per transaction		\$252.50 per transaction						
2 Single-Family Loan Payoff Fee	\$235.50 per transaction		\$151.50 per transaction						
<b>Sub-total Single-Family Loan Payoff Fee</b>		<b>100.0%</b>		<b>5,060</b>	<b>8,635</b>	<b>5,060</b>	<b>170.7%</b>	<b>100.0%</b>	

# DEPARTMENTAL FEES AND CHARGES

# HOUSING

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>MULTI-FAMILY HOUSING - CATEGORY I</b>									
<b>13. Supplemental Document Processing Fee</b>									
1 City Attorney Staff Time	\$206 per hour		\$157 per hour						
2 City Housing Staff Time	\$157 per hour		\$101 per hour						
3 Standard Transaction	Actual costs charged by the County Recorder to the City		No Change						
<b>Sub-total Supplemental Document Processing Fee</b>				<b>3,290</b>		<b>3,290</b>		<b>100.0%</b>	
<b>SUB-TOTAL MULTI-FAMILY HOUSING - CATEGORY I</b>		<b>100.0%</b>		<b>683,964</b>	<b>846,761</b>	<b>683,964</b>	<b>123.8%</b>	<b>100.0%</b>	
<b>MULTI-SOURCE HOUSING FD - CATEGORY I</b>									
<b>1. Affordable Housing Compliance Fee Program</b>									
1 City Attorney Staff Time	\$206/hr in excess of 7 hours		\$157/hr in excess of 7 hours						
2 Housing Staff Time	\$157/hr in excess of 20 hours		\$101/hr in excess of 20 hours						
3 Standard Application	\$4,582 per application	100.0%	\$3,119 per application	62,380	91,640	62,380	146.9%	100.0%	
<b>Sub-total Affordable Housing Compliance Fee Program</b>		<b>100.0%</b>		<b>62,380</b>	<b>91,640</b>	<b>62,380</b>	<b>146.9%</b>	<b>100.0%</b>	
<b>2. Affordable Housing Impact Fee Program</b>									
1 Affordable Housing Impact Fee	\$17.83/sf	100.0%	\$18.26/sf						
<b>Sub-total Affordable Housing Impact Fee Program</b>		<b>100.0%</b>							
<b>3. Housing Impact Fee Program - Pipeline Annual Fee</b>									
1 City Attorney Staff Time	\$160/hr in excess of 2 hours		No Change						
2 City Housing Staff Time	\$100/hr in excess of 13 hours		No Change						
3 Standard Transaction	\$1,740 per transaction	100.0%	No Change	34,800	34,800	34,800	100.0%	100.0%	
<b>Sub-total Housing Impact Fee Program - Pipeline Annual Fee</b>		<b>100.0%</b>		<b>34,800</b>	<b>34,800</b>	<b>34,800</b>	<b>100.0%</b>	<b>100.0%</b>	

**DEPARTMENTAL FEES AND CHARGES**

**HOUSING**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>MULTI-SOURCE HOUSING FD - CATEGORY I</b>								
<b>4. Inclusionary In-Lieu Fees</b>								
Note: Previously titled "Inclusionary In-Lieu Fee"								
1 For Sale Inclusionary In-Lieu Fee	\$167,207/unit		Moved to Inclusionary Fee Fund - Category I					
Note: Previously titled "Inclusionary In-Lieu Fee"								
2 Rental Inclusionary In-Lieu Fee	\$125,000/unit		Moved to Inclusionary Fee Fund - Category I					
<b>Sub-total Inclusionary In-Lieu Fees</b>								
<b>5. Rental Rights and Referrals Program</b>								
1 Apartment Unit	\$77.30 per unit annually	99.9%	Moved to Rent Stabilization Program Fee Fund - Category I					
2 Ellis Act Filing Fees - additional per unit over 10 units	\$872 additional per unit over 10 units		Moved to Rent Stabilization Program Fee Fund - Category I					
3 Ellis Act Filing Fees - per unit up to 10 units	\$2,258 per unit up to 10 units		Moved to Rent Stabilization Program Fee Fund - Category I					
4 Mobile Home Unit	\$25.70 per unit annually	99.9%	Moved to Rent Stabilization Program Fee Fund - Category I					
5 Non-Rent-Controlled Apartment Units	\$6.20 per unit annually	99.7%	Moved to Rent Stabilization Program Fee Fund - Category I					
<b>Sub-total Rental Rights and Referrals Program</b>		<b>99.9%</b>						
<b>SUB-TOTAL MULTI-SOURCE HOUSING FD - CATEGORY I</b>		<b>99.9%</b>		<b>97,180</b>	<b>126,440</b>	<b>97,180</b>	<b>130.1%</b>	<b>100.0%</b>

# DEPARTMENTAL FEES AND CHARGES

# HOUSING

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

## MULTI-SOURCE HOUSING FD - CATEGORY II

### 1. Inclusionary Fees

1 For-Sale - High Rise units not located in the Downtown Core	\$17.00 per square foot of market-rate housing; maximum \$200,200		Moved to Inclusionary Fee Fund - Category II					
2 For-Sale - High rise units located in a Downtown High-Rise Incentive Area	\$8.50 per square foot of market-rate high-rise units; maximum \$65,000		Moved to Inclusionary Fee Fund - Category II					
3 For-Sale - Low-Rise Condominium/Stacked Flat Projects	\$17.00 per net square foot of market-rate housing; Maximum \$90,000		Moved to Inclusionary Fee Fund - Category II					
4 For-Sale - Single-Family Detached Units	\$17.00 per square foot of market-rate housing; maximum: \$200,000		Moved to Inclusionary Fee Fund - Category II					
5 For-Sale - Townhouse/Row-House projects	\$17.00 per square foot of market-rate housing; maximum: \$120,000		Moved to Inclusionary Fee Fund - Category II					
6 Ownership Alternative Restricted Unit to be developed outside a redevelopment project area	\$130,000 per unit		Moved to Inclusionary Fee Fund - Category II					
7 Ownership Alternative Restricted Unit to be developed within a redevelopment project area	\$65,000 per unit		Moved to Inclusionary Fee Fund - Category II					
8 Rental Alternative Restricted Unit to be developed outside a redevelopment project area	\$142,800 per unit		Moved to Inclusionary Fee Fund - Category II					

**DEPARTMENTAL FEES AND CHARGES**

**HOUSING**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>MULTI-SOURCE HOUSING FD - CATEGORY II</b>									
<b>1. Inclusionary Fees</b>									
9 Rental Alternative Restricted Unit to be developed within a redevelopment project area	\$71,400 per unit		Moved to Inclusionary Fee Fund - Category II						
10 Rental Units	\$17.00 per net square foot of market-rate housing; maximum \$85,500		Moved to Inclusionary Fee Fund - Category II						
<b>2. Rental Mediation Penalty: Apartments</b>									
1 30 days past due = 25% of principal	Penalties and interest assessed for delinquent permit payment		Moved to Rent Stabilization Program Fee Fund - Category II						
2 60 days past due = 50% of principal	Penalties and interest assessed for delinquent permit payment		Moved to Rent Stabilization Program Fee Fund - Category II						
<b>3. Rental Mediation Penalty: Mobile Homes</b>									
1 30 days past due = 10% of the amount of the fee	Penalties and interest assessed for delinquent permit payment		Moved to Rent Stabilization Program Fee Fund - Category II						
<b>SUB-TOTAL MULTI-SOURCE HOUSING FD - CATEGORY II</b>		<b>100.0%</b>							
<b>RENT STABILIZATION PROGRAM FEE FUND - CATEGORY I</b>									
<b>1. Rent Stabilization Program</b>									
1 Apartment Unit	Moved from Multi-Source Housing FD - Category I		\$85.04 per unit annually	3,317,822	3,317,175	3,317,325	100.0%	100.0%	
2 Ellis Act Filing Fees - additional per unit over 10 units	Moved from Multi-Source Housing FD - Category I		\$902 additional per unit over 10 units						
3 Ellis Act Filing Fees - per unit up to 10 units	Moved from Multi-Source Housing FD - Category I		\$2,469 per unit up to 10 units						



**DEPARTMENTAL FEES AND CHARGES**

**HOUSING**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>RENT STABILIZATION PROGRAM FEE FUND - CATEGORY I</b>								
<b>1. Rent Stabilization Program</b>								
4 Mobile Home Unit	Moved from Multi-Source Housing FD - Category I		\$24.24 per unit annually	259,204	274,656	259,053	106.0%	99.9%
5 Non-Rent-Controlled Apartment Units	Moved from Multi-Source Housing FD - Category I		\$8.76 per unit annually	429,224	303,800	429,161	70.8%	100.0%
<b>Sub-total Rent Stabilization Program</b>				<b>4,006,250</b>	<b>3,895,631</b>	<b>4,005,539</b>	<b>97.2%</b>	<b>100.0%</b>
<b>SUB-TOTAL RENT STABILIZATION PROGRAM FEE FUND - CATEGORY I</b>				<b>4,006,250</b>	<b>3,895,631</b>	<b>4,005,539</b>	<b>97.2%</b>	<b>100.0%</b>
<b>RENT STABILIZATION PROGRAM FEE FUND - CATEGORY II</b>								
<b>1. Rental Mediation Penalty:</b>								
<b>Apartments</b>								
1 30 days past due = 25% of principal	Moved from Multi-Source Housing FD - Category II		Penalties and interest assessed for delinquent permit payment					
2 60 days past due = 50% of principal	Moved from Multi-Source Housing FD - Category II		Penalties and interest assessed for delinquent permit payment					
<b>Sub-total Rental Mediation Penalty: Apartments</b>								
<b>2. Rental Mediation Penalty:</b>								
<b>Mobile Homes</b>								
1 30 days past due = 10% of the amount of the fee	Moved from Multi-Source Housing FD - Category II		Penalties and interest assessed for delinquent permit payment					
<b>Sub-total Rental Mediation Penalty: Mobile Homes</b>								
<b>SUB-TOTAL RENT STABILIZATION PROGRAM FEE FUND - CATEGORY II</b>								

**DEPARTMENTAL FEES AND CHARGES**

**HOUSING**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>TOTAL DEPARTMENT - NON-GENERAL FUND</b>				<b>4,787,394</b>	<b>4,868,832</b>	<b>4,786,683</b>	<b>101.7%</b>	<b>100.0%</b>
TOTAL DEPARTMENT - Category I				4,787,394	4,868,832	4,786,683	101.7%	100.0%
TOTAL DEPARTMENT - Category II								
<b>TOTAL DEPARTMENT</b>				<b>4,787,394</b>	<b>4,868,832</b>	<b>4,786,683</b>	<b>101.7%</b>	<b>100.0%</b>

## LIBRARY DEPARTMENT

### Impact Analysis Report

#### ***OVERVIEW***

The Library Department assesses fines and a limited number of fees associated with library services. Fines are levied for overdue, lost, and damaged materials. Fees are assessed for various services, such as community room rentals. Fines generate over 90% of the Department's total departmental charges (excluding revenue collected from the Library's Parcel Tax). Fines are set at a level to encourage borrowers to return materials by the due date and are not intended to prevent or restrict any individual's ability to access library resources and services. As such, the amount of the fine bears no direct relationship to the value of the materials recovered.

The City Council has directed that Library Fines and Lost & Damaged Materials may be set at less than full cost recovery (Category II). The remaining categories, Community Room Rental and Filming on City Premises, are set at a full cost recovery level (Category I).

#### ***SUMMARY AND IMPACT OF PROPOSED FEE REVISIONS***

As directed in the Mayor's June Budget Message for Fiscal Year 2018-2019 and approved by the City Council, the 2018-2019 budget eliminated late fines on youth materials. The 2019-2020 Proposed Budget recommends continuing the fee elimination for an additional year (through June 30, 2020). As a result of the fee elimination, the library late fines revenue is anticipated to decrease from \$518,000 to \$250,000. The Community Room Rental fee is recommended to increase from \$37 to \$40 per use up to four hours and from \$70 to \$80 per use over four hours in order to remain 100% cost recovery.

With ongoing programs to reduce barriers to access, fine revenues have dropped significantly since 2016-2017 when fines were revised and Volunteer Away Your Fines (VAYF) and Read Away Your Fines (RAYF) programs were implemented. The department will continue to assess the ongoing impact of programs to reduce barriers to access. The total Library Department fees and charges revenue for 2019-2020 is projected to be \$303,000 with costs of \$384,000 for a cost recovery rate of 79.0%.

#### ***NOTIFICATION***

The Proposed Fees and Charges Report was released on May 3, 2019, allowing for a minimum of 10 days for public review. Public input on fee proposals will be heard by the City Council at public hearings held on Tuesday, May 14, 2019 at 1:30 p.m. and Monday, June 10, 2019 at 6:00 p.m. in the Council Chambers.

# DEPARTMENTAL FEES AND CHARGES

# LIBRARY

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>LIBRARY FEES - CATEGORY I</b>								
<b>1. Community Room Rental</b>								
1 Cancellation Fee (within 72 hours of event)	\$35 per cancellation		No Change					
2 Community Room Rental Fee	\$37 per use up to 4 hours; \$70 per use over 4 hours		\$40 per use up to 4 hours; \$80 per use over 4 hours					
<b>Sub-total Community Room Rental</b>		<b>98.8%</b>		<b>39,000</b>	<b>38,000</b>	<b>39,000</b>	<b>97.4%</b>	<b>100.0%</b>
<b>2. Filming on City Premises (Branch Libraries)</b>								
Note: The City Librarian is authorized to charge persons who desire to film on City's branch library premises and require staff assistance								
1 1-3 vehicles at site	\$100 per 8 hours		No Change					
2 4-5 vehicles at site	\$150 per 8 hours		No Change					
3 6 vehicles at site	\$200 per 8 hours		No Change					
4 Additional 4 hour period	\$250 per period		No Change					
5 Additional vehicles	\$30 each vehicle		No Change					
6 Commercial Filming (8 hours minimum)	\$500 per 8 hours		No Change					
7 Commercial Photography	\$560 per 8 hours		No Change					
8 Non-Commercial Filming	\$30 per 8 hours		No Change					
9 Staff assistance (requested or required)	Actual staff cost		No Change					
<b>Sub-total Filming on City Premises (Branch Libraries)</b>								

# DEPARTMENTAL FEES AND CHARGES

# LIBRARY

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>LIBRARY FEES - CATEGORY I</b>									
<b>SUB-TOTAL LIBRARY FEES - CATEGORY I</b>		<b>98.8%</b>		<b>39,000</b>	<b>38,000</b>	<b>39,000</b>	<b>97.4%</b>	<b>100.0%</b>	
<b>LIBRARY FEES - CATEGORY II</b>									
<b>1. Library Consulting - San José Way</b>									
1 Full-Day (at Client's Site); Includes Presentation, Tour(s), and Consultation	\$4,000 plus travel expenses		No Change						
2 Full-Day (in San José); Includes Presentation, Tour(s), and Consultation	\$2,500		No Change						
3 Half-Day (in San José); Includes Presentation, Q & A Session, and Consultation	\$1,500		No Change						
4 Related Printed Documents	\$30 per document		No Change						
<b>Sub-total Library Consulting - San José Way</b>									
<b>2. Library Printing Fees</b>									
1 Pay-for-Print Fee	\$0.15 per black and white print; \$0.65 per color print		No Change						
<b>Sub-total Library Printing Fees</b>									
<b>3. Library Specialized Collections</b>									
1 Copying and Reproducing Photographs (Commercial Advertisement use)	\$150 per image scanned & copied; plus \$10 if burned to a CD and mailed		No Change						
2 Copying and Reproducing Photographs (For Profit Exhibits)	\$75 per image scanned & copied; plus \$10 if burned to a CD and mailed		No Change						
3 Copying and Reproducing Photographs (Non-Profit Exhibits)	\$10 per image scanned and copied		No Change						

# DEPARTMENTAL FEES AND CHARGES

# LIBRARY

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

## LIBRARY FEES - CATEGORY II

### 3. Library Specialized Collections

#### Sub-total Library Specialized Collections

#### SUB-TOTAL LIBRARY FEES - CATEGORY II

## LIBRARY FINES - CATEGORY II

### 1. Fines

1 Collection Fee	\$10 per referral upon recovery of materials		No Change					
2 Damaged Materials	Price of material plus \$10 handling fee for materials costing more than the minimum database price (minimum database price adjusted as publication price increases occur)		No Change					
3 Inter-Library Loan Service - Patron Requests	Late fine is \$1 per day with no maximum		No Change					
4 Lost Materials and Equipment	Price of material plus \$10 handling fee for materials costing more than the minimum database price (minimum database price adjusted as publication price increases occur)		No Change					
5 Overdue Materials	\$0.25 per day; \$5 maximum per item (late fine waived for Children's and Young Adult materials)		No Change					
6 Replacement Cards	\$1 per card		No Change					
<b>Sub-total Fines</b>		<b>98.2%</b>		<b>344,785</b>	<b>532,200</b>	<b>264,200</b>	<b>154.4%</b>	<b>76.6%</b>
<b>SUB-TOTAL LIBRARY FINES - CATEGORY II</b>		<b>98.2%</b>		<b>344,785</b>	<b>532,200</b>	<b>264,200</b>	<b>154.4%</b>	<b>76.6%</b>

# DEPARTMENTAL FEES AND CHARGES

# LIBRARY

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

## LIBRARY FINES - CATEGORY II

TOTAL DEPARTMENT - GENERAL FUND				383,785	570,200	303,200	148.6%	79.0%
TOTAL DEPARTMENT - NON-GENERAL FUND								
TOTAL DEPARTMENT - Category I				39,000	38,000	39,000	97.4%	100.0%
TOTAL DEPARTMENT - Category II				344,785	532,200	264,200	154.4%	76.6%
TOTAL DEPARTMENT				383,785	570,200	303,200	148.6%	79.0%

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# PARKS, RECREATION & NEIGHBORHOOD SERVICES DEPARTMENT

## Impact Analysis Report

### *OVERVIEW*

The Parks, Recreation and Neighborhood Services Department (PRNS) offers a wide variety of facilities, programs, and services including parks, aquatics, sports, therapeutics, youth/senior programs, graffiti abatement, and volunteer services. PRNS, which is primarily supported by the General Fund, offsets its costs with a variety of revenues including fees, reimbursements, and grants.

In this report, PRNS has an estimated \$23.0 million in Proposed General Fund fees for 2019-2020, which reflects a 63.9% cost recovery rate for 2019-2020 and is 4.3 percentage points lower than the 2018-2019 rate of 68.2%. The lower cost recovery rate is due primarily to the partial year activation of Arcadia Ballpark. As this facility ramps up, the cost recovery rate is expected to improve. For 2019-2020, PRNS continues to balance cost recovery goals, the need to ensure access for residents, and sustainment of competitive pricing.

As part of the Pricing and Revenue Policy (Council Policy 1-21), the City Manager, or his or her designee, has been granted the authority to set PRNS user fees and pricing strategies in accordance with annual City Council-approved cost recovery percentage goals. This increases the department's ability to achieve cost recovery goals, ensure affordable access and preserve existing services by decreasing PRNS' dependence on the General Fund. To comply with PRNS' community outreach commitments, all fee changes, once approved, are printed or posted in the community center or program brochures, on the internet (<http://sanjoseca.gov/prns/>), and at community centers or neighborhood facilities. PRNS continues its full implementation of the Pricing and Revenue Policy. In

determining the appropriate cost-recovery goal for a program/service, the first step is to identify the level of benefit that the customer and the community at large receive from the program/service. These levels of benefit are defined as public, merit, or private, and an appropriate public subsidy level is associated with each level of benefit. A summary and brief description of the categories and respective benefit levels are provided below.

- **Public** services have the highest level of community benefit and are highly subsidized. Examples of public services are trails and neighborhood/regional parks.
- **Private** services have an individual/private benefit with minimal-to-no community/public benefit. An example is adult piano lessons which have minimal benefit to the public. Private services have minimal-to-no subsidy and costs are paid by the participant.
- **Merit** services include a community/public benefit and an individual/private benefit. Swimming lessons are an example as they address a health and safety concern and provide a community benefit. There is also an individual benefit to the participant gaining a new skill. Merit programs have a cost-sharing model that combines a subsidy with partial offset of costs by the participant.

## **PARKS, RECREATION & NEIGHBORHOOD SERVICES DEPARTMENT**

### ***SUMMARY OF ANTICIPATED PERFORMANCE/ IMPACT OF PROPOSED FEE REVISIONS***

As part of the 2019-2020 Proposed Operating Budget, every revenue category was thoroughly examined and adjusted based on anticipated fee increases or proposed service augmentations, as necessary. As a result, the revenue estimates for 2019-2020 (\$23.0 million) have been adjusted from levels assumed in the 2018-2019 Adopted Budget (\$22.0 million). All PRNS cost recovery goals, as outlined in the following section, are recommended to continue at 2018-2019 approved levels.

A brief description of the various strategies employed in each fee category is included below.

#### **Anti-Graffiti (Public Property)**

Beginning in 2011-2012, graffiti abatement services were transitioned to a new service delivery model for the Anti-Graffiti Program. The model provides PRNS with additional technology and data to track graffiti eradication on utility boxes. The City requires that utility companies remove graffiti on their utility boxes in a timely manner. At this time, the department continues to review how to best address graffiti abatement on utility boxes. No revenue is assumed in the 2019-2020 Proposed Operating Budget.

#### **Aquatics**

The 2019-2020 revenue projection for Aquatics is \$200,000. In 2019-2020, Biebrach pool, and Alviso pool will continue to be operated by vendor partners providing swim lessons and recreation swim. During the summer, City staff will operate the Camden, Fair, Mayfair, and Rotary Ryland pools.

On an ongoing basis, the 2019-2020 Proposed Operating Budget recommends the addition of 7.95 positions (6.57 Instructor Lifeguard PT, 0.21 Assistant Swimming Pool Manager PT, and 1.17 Swimming Pool Manager PT unbenefited positions) to support operations at Rotary Ryland, Fair, and Mayfair pools during the summer and Camden pool year-round; as well as \$28,000 for non-personal expenses and \$32,000 for swim lesson scholarships. In 2019-2020, the projected cost recovery rate for this category is 14.6%, which is 1.7 percentage points below the 2018-2019 rate of 16.3%.

#### **Arcadia Ballpark**

With an anticipated opening in September 2019, Arcadia Ballpark's 2019-2020 revenue projection is \$100,000, which includes fee activity programs (\$50,000). In its first year, Arcadia Ballpark will offer programming, including sports field reservations, sports leagues, and concession sales. Arcadia Ballpark's 2019-2020 cost recovery rate is estimated to be 6.0%, as only a partial year of revenue can be collected to offset a full year of expenses, including preparation for the grand opening. Staff expects this cost recovery rate to increase in 2020-2021, which is Arcadia Ballpark's first full year of operation.

#### **Family Camp at Yosemite**

The 2019-2020 revenue projection for Family Camp is \$631,000. This represents an increase of \$81,000 compared to the 2018-2019 Adopted Budget of \$550,000, due in part to increases for adult reservation fees and electricity surcharges that will be implemented in summer 2019. Family Camp is expected to achieve a 47.8% cost recovery rate for 2019-2020, up from the 2018-2019 rate of 39.8%. Family Camp continues

**PARKS, RECREATION & NEIGHBORHOOD SERVICES DEPARTMENT**

***SUMMARY OF ANTICIPATED PERFORMANCE/  
IMPACT OF PROPOSED FEE REVISIONS***

Family Camp at Yosemite (Cont'd)

to refine promotional strategies and encourage new camper participation. Staff targets a direct cost recovery rate of 100% over the next several years with incremental increases in attendance and fees charged.

Fee Classes/Activities

The Director of PRNS has been delegated authority to set prices for all fee classes and activities provided at community centers and regional parks, including Happy Hollow Park & Zoo (HHPZ), Lake Cunningham Action Sports Park (formerly Lake Cunningham Regional Skate Park), and the new Arcadia Ballpark scheduled to open in September 2019. However, the fee activities at HHPZ, Lake Cunningham Action Sports Park, and Arcadia Ballpark have been excluded from the Fee Classes/Activities category and included in their individual categories to clearly capture cost recovery performance of each of these programs. The department will continue to review the schedule of prices and adjust to market rates where necessary.

In 2019-2020, Fee Classes/Activities is projected to generate \$9.4 million in revenue. The projected cost recovery rate in 2019-2020 for this category is 72.1%, which is slightly higher than the 2018-2019 rate of 71.9%.

When comparing revenues to direct costs only (excluding overhead), Fee Classes/Activities is expected to have a cost recovery rate of 100%.

The 2019-2020 Proposed Operating Budget recommends \$22,690 in non-personal/equipment funding and 3.25 positions (0.75 Senior Recreation Leader PT and 2.5 Recreation Leader PT unbenefited positions) to support two new Recreation of City Kids (R.O.C.K.) after school program sites as well as 1.0 Zoo Keeper position to support Emma Prusch Farm Park programming.

Fitness and Drop-In Programs

The 2019-2020 revenue projection for Fitness remains at the 2018-2019 Adopted Budget level of \$300,000. The cost recovery rate for 2019-2020 is estimated to be 51.3% and is 4.0 percentage points less than the 2018-2019 rate of 55.3%.

Happy Hollow Park & Zoo

Happy Hollow Park & Zoo (HHPZ) continues to realize high levels of attendance and revenue generation. HHPZ will expand its educational programs and camps that instill a love of science and animals in children from throughout San José. In 2019, HHPZ will continue hosting large corporate events, will prepare for renovations of the Pacific Fruit Express ride, and will welcome new zoo animals including capybaras, a red panda, and miniature horses.

The 2019-2020 budgeted revenue estimate for HHPZ is \$8.3 million, which is a \$144,000 increase from 2018-2019. The 2019-2020 Proposed Operating Budget recommends the deletion of 0.5 Zoo Educator PT for the addition of 1.0 Zoo Educator FT and 0.15 Recreation Leader PT unbenefited

**PARKS, RECREATION & NEIGHBORHOOD SERVICES DEPARTMENT**

***SUMMARY OF ANTICIPATED PERFORMANCE/  
IMPACT OF PROPOSED FEE REVISIONS***

Happy Hollow Park & Zoo (Cont'd)

positions to expand HHPZ's education and camp programming. The projected cost recovery rate for HHPZ in 2019-2020 is 67.7%, which includes fee activity programs at HHPZ (\$2.2 million) not included in the PRNS FeeClasses/Activities category and is below the 2018-2019 rate of 70.8%. HHPZ's direct cost recovery rate (excluding overhead costs) for 2019-2020 is 94.3%.

Lake Cunningham Action Sports Park

The Lake Cunningham Action Sports Park (formerly the Lake Cunningham Skate Park) offers year-round programming including drop-in admittance, rentals, sale of merchandise, fee classes and parking for both the Skate Park and the Bike Park. In 2019-2020, the budget revenue estimate is \$455,000, which includes fee activity programs at Lake Cunningham (\$95,000). The 2019-2020 cost recovery rate is estimated to be 37.2%, which is slightly below the 2018-2019 estimated rate of 40.1%.

Park Permits

In 2019-2020, the Park Permits program is projected to generate \$220,000. The 2019-2020 cost recovery rate of 30.2% is lower than the 2018-2019 rate of 37.2%.

Parking

Parking fee collections at regional parks (excluding Lake Cunningham Park and Happy Hollow Park & Zoo that are captured separately) are expected to generate \$415,000 in 2019-2020. For 2019-2020, the projected cost recovery rate for parking is 186.2%. At Lake Cunningham, parking revenue cost recovery is 562.8%, generating \$360,000 in estimated revenue, which benefits Lake Cunningham Regional Park capital improvements.

Twenty-five (25) automated parking machines are installed in regional parks, including Almaden Lake (3), Alum Rock (4), HHPZ (9), Kelley (2), and Lake Cunningham (7), where parking fees are currently charged. Parking revenue from HHPZ and Lake Cunningham Action Sports Park are captured in their respective sections of this report. Parking fees can range from \$0 - \$20 per vehicle and take into consideration senior, military, and disabled guests, as well as holidays and special events. The machines allow for daily parking fee collection year-round.

Rentals and Reservations

This fee category includes facility rentals, picnic and wedding reservations, community gardens, and sports field reservations. Rentals and Reservations is projected to generate \$3.0 million in 2019-2020 due to continued strong community center rental, sports field reservation, and picnic reservation performance. The projected cost recovery rate decreased from 84.6% in 2018-2019 to 83.3% in 2019-2020. Direct cost recovery for Rentals and Reservations is 118.8%.

***NOTIFICATION***

The Proposed Fees and Charges Report was released on May 3, 2019, allowing for a minimum of 10 days for public review. Public input on fee proposals will be heard by the City Council at public hearings held on Tuesday, May 14, 2019 at 1:30 p.m. and Monday, June 10, 2019 at 6:00 p.m. in the Council Chambers.

## PARKS, RECREATION AND NEIGHBORHOOD SERVICES 2019-2020 COST RECOVERY GOALS

**Public Services:** Provide all users the same level of benefit and can be accessed by the widest cross section of the population.

**Merit Services:** Provide both a community and individual benefit.

**Private Services:** Provide an individual benefit with minimal-to-no community benefit.

Program	Level of Benefit	PRNS Cost-Recovery Goal	2018-2019 Cost Recovery Estimates	2019-2020 Cost Recovery Estimates
Anti-Graffiti (Public Property)	Public	N/A	N/A	N/A
Aquatics	Merit	50%	16%	15%
Arcadia Ballpark	Merit-Private	42%	N/A	6%
Family Camp at Yosemite	Private	100%	40%	48%
Fee Classes/Activities	Merit - Private	100%	72%	72%
Fitness and Drop-in Programs	Merit - Private	65%	55%	51%
Happy Hollow Park & Zoo	Merit - Private	100%	71%	68%
Lake Cunningham Action Sports Park	Private	100%	40%	37%
Park Permits	Merit - Private	100%	37%	30%
Parking	Private	195%	147%	186%
Lake Cunningham Parking	Private	375%	654%	563%
Rentals and Reservations	Private	100%	85%	83%

**DEPARTMENTAL FEES AND CHARGES**

**PARKS, RECREATION & NEIGHBORHOOD SERVICES**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>ANTI-GRAFFITI (PUBLIC PROPERTY)</b>									
Note: A detailed listing of the fee for each service will be posted on the PRNS Department website at <a href="http://www.sanjoseca.gov/prns">www.sanjoseca.gov/prns</a> .									
<b>1. Anti-Graffiti (Public Property)</b>									
1 Anti-Graffiti Program	Established by the City Manager or Designee		No Change						
<b>SUB-TOTAL ANTI-GRAFFITI (PUBLIC PROPERTY)</b>									
<b>AQUATICS - CATEGORY II</b>									
Note: A detailed listing of the fee for each service will be posted on the PRNS Department website at <a href="http://www.sanjoseca.gov/prns">www.sanjoseca.gov/prns</a> .									
<b>1. Aquatics</b>									
1 Summer Swim	Established by the City Manager or Designee		No Change						
2 Summer Swim Program - Recreational Swim	Established by the City Manager or Designee		No Change						
3 Swim Program	Established by the City Manager or Designee		No Change						
4 Year Round Swim Program - Drop In Lap Swim	Established by the City Manager or Designee		No Change						
5 Year Round Swim Program - Group Pool Rentals	Established by the City Manager or Designee		No Change						
6 Year Round Swim Program - Other Charges	Established by the City Manager or Designee		No Change						
<b>SUB-TOTAL AQUATICS - CATEGORY II</b>		<b>16.3%</b>		<b>1,368,463</b>	<b>200,000</b>	<b>200,000</b>	<b>14.6%</b>	<b>14.6%</b>	

**DEPARTMENTAL FEES AND CHARGES**

**PARKS, RECREATION & NEIGHBORHOOD SERVICES**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>ARCADIA BALLPARK - CATEGORY II</b>									
<b>1. Arcadia Ballpark</b>									
1 Concessions									
2 Field Reservations									
3 Sports League									
<b>SUB-TOTAL ARCADIA BALLPARK - CATEGORY II</b>				<b>1,673,546</b>	<b>100,000</b>	<b>100,000</b>	<b>6.0%</b>	<b>6.0%</b>	
<b>FAMILY CAMP - CATEGORY I</b>									
Note: A detailed listing of the fee for each service will be posted on the PRNS Department website at <a href="http://www.sanjoseca.gov/prns">www.sanjoseca.gov/prns</a> .									
<b>1. Family Camp</b>									
1 Camp Season	Established by the City Manager or Designee		No Change						
2 Camper Program Discount	Established by the City Manager or Designee		No Change						
3 Pre and Post Season	Established by the City Manager or Designee		No Change						
<b>SUB-TOTAL FAMILY CAMP - CATEGORY I</b>				<b>39.8%</b>	<b>1,321,163</b>	<b>550,000</b>	<b>631,000</b>	<b>41.6%</b>	<b>47.8%</b>
<b>FEE CLASSES/ACTIVITIES - CATEGORY I</b>									
Note: A detailed listing of the fee for each service will be posted on the PRNS Department website at <a href="http://www.sanjoseca.gov/prns">www.sanjoseca.gov/prns</a> .									
<b>1. Concessions</b>									
1 Concessions	Established by the City Manager or Designee		No Change						



**DEPARTMENTAL FEES AND CHARGES**

**PARKS, RECREATION & NEIGHBORHOOD SERVICES**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

**FEE CLASSES/ACTIVITIES - CATEGORY I**

**2. Fee Classes/Activities**

1 Activities Offered at or through Various Venues	Established by the City Manager or Designee	No Change
2 Summer Camps	Established by the City Manager or Designee	No Change
3 Youth Recreational Sports	Established by the City Manager or Designee	No Change

**3. Surcharges - Admin Fees**

1 Fee Classes	Established by the City Manager or Designee	No Change
2 Summer Drop In Program (6 Week Session)	Established by the City Manager or Designee	No Change

<b>SUB-TOTAL FEE CLASSES/ACTIVITIES - CATEGORY I</b>	<b>71.9%</b>	<b>13,082,153</b>	<b>8,903,126</b>	<b>9,429,647</b>	<b>68.1%</b>	<b>72.1%</b>
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**FITNESS AND DROP-IN PROGRAMS - CATEGORY II**

Note: A detailed listing of the fee for each service will be posted on the PRNS Department website at [www.sanjoseca.gov/prns](http://www.sanjoseca.gov/prns).

**1. Fitness and Drop-In Programs**

1 Fitness and Drop-In Programs	Established by the City Manager or Designee	No Change
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<b>SUB-TOTAL FITNESS AND DROP-IN PROGRAMS - CATEGORY II</b>	<b>55.3%</b>	<b>584,821</b>	<b>300,000</b>	<b>300,000</b>	<b>51.3%</b>	<b>51.3%</b>
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**HAPPY HOLLOW PARK & ZOO - CATEGORY I**

Note: A detailed listing of the fee for each service will be posted on the PRNS Department website at [www.sanjoseca.gov/prns](http://www.sanjoseca.gov/prns).

**DEPARTMENTAL FEES AND CHARGES**

**PARKS, RECREATION & NEIGHBORHOOD SERVICES**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

**HAPPY HOLLOW PARK & ZOO - CATEGORY I**

**1. Happy Hollow Park & Zoo**

1 Admissions	Established by the City Manager or Designee		No Change					
2 Amusement Rides	Established by the City Manager or Designee		No Change					
3 Fee Activity	Established by the City Manager or Designee		No Change					
4 Group Picnics/Special Facility Rentals	Established by the City Manager or Designee		No Change					
5 Parking	Established by the City Manager or Designee		No Change					
6 Special Use	Established by the City Manager or Designee		No Change					
7 Vending Machines	Established by the City Manager or Designee		No Change					

<b>SUB-TOTAL HAPPY HOLLOW PARK &amp; ZOO - CATEGORY I</b>		<b>70.8%</b>		<b>12,217,176</b>	<b>8,212,497</b>	<b>8,270,497</b>	<b>67.2%</b>	<b>67.7%</b>
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**LAKE CUNNINGHAM ACTION SPORTS PARK - CATEGORY I**

Note: A detailed listing of the fee for each service will be posted on the PRNS Department website at [www.sanjoseca.gov/prns](http://www.sanjoseca.gov/prns).

**1. Lake Cunningham Action Sports Park**

1 Entrance Fees	Established by the City Manager or Designee		No Change					
2 Equipment Rental	Established by the City Manager or Designee		No Change					

**DEPARTMENTAL FEES AND CHARGES**

**PARKS, RECREATION & NEIGHBORHOOD SERVICES**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>LAKE CUNNINGHAM ACTION SPORTS PARK - CATEGORY I</b>								
<b>1. Lake Cunningham Action Sports Park</b>								
3 Parking	Established by the City Manager or Designee		No Change					
4 Promotion Days	Established by the City Manager or Designee		No Change					
<b>SUB-TOTAL LAKE CUNNINGHAM ACTION SPORTS PARK - CATEGORY I</b>		<b>40.1%</b>		<b>1,222,800</b>	<b>455,000</b>	<b>455,000</b>	<b>37.2%</b>	<b>37.2%</b>
<b>LAKE CUNNINGHAM PARKING (LAKE CUNNINGHAM FUND) - CATEGORY II</b>								
Note: A detailed listing of the fee for each service will be posted on the PRNS Department website at <a href="http://www.sanjoseca.gov/prns">www.sanjoseca.gov/prns</a> .								
<b>1. Lake Cunningham - Parking</b>								
1 Annual Pass	Established by the City Manager or Designee		No Change					
2 Daily Pass	Established by the City Manager or Designee		No Change					
<b>SUB-TOTAL LAKE CUNNINGHAM PARKING (LAKE CUNNINGHAM FUND) - CATEGORY II</b>		<b>653.9%</b>		<b>63,962</b>	<b>360,000</b>	<b>360,000</b>	<b>562.8%</b>	<b>562.8%</b>
<b>PARK PERMITS - CATEGORY I</b>								
Note: A detailed listing of the fee for each service will be posted on the PRNS Department website at <a href="http://www.sanjoseca.gov/prns">www.sanjoseca.gov/prns</a> .								
<b>1. Park Permits</b>								
1 Boat Launching	Established by the City Manager or Designee		No Change					
2 Boat Rentals	Established by the City Manager or Designee		No Change					

**DEPARTMENTAL FEES AND CHARGES**

**PARKS, RECREATION & NEIGHBORHOOD SERVICES**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PARK PERMITS - CATEGORY I</b>								
<b>1. Park Permits</b>								
3 Camping	Established by the City Manager or Designee		No Change					
4 Filming on City Premises	Established by the City Manager or Designee		No Change					
5 Gated Events	Established by the City Manager or Designee		No Change					
6 General Reservations and Permits	Established by the City Manager or Designee		No Change					
<b>SUB-TOTAL PARK PERMITS - CATEGORY I</b>		<b>37.2%</b>		<b>727,751</b>	<b>220,000</b>	<b>220,000</b>	<b>30.2%</b>	<b>30.2%</b>
<b>PARKING - CATEGORY II</b>								
Note: A detailed listing of the fee for each service will be posted on the PRNS Department website at <a href="http://www.sanjoseca.gov/prns">www.sanjoseca.gov/prns</a> .								
<b>1. Parking</b>								
1 Annual Pass	Established by the City Manager or Designee		No Change					
2 Daily Pass	Established by the City Manager or Designee		No Change					
<b>SUB-TOTAL PARKING - CATEGORY II</b>		<b>146.8%</b>		<b>222,908</b>	<b>415,000</b>	<b>415,000</b>	<b>186.2%</b>	<b>186.2%</b>
<b>RENTALS AND RESERVATIONS - CATEGORY I</b>								
Note: A detailed listing of the fee for each service will be posted on the PRNS Department website at <a href="http://www.sanjoseca.gov/prns">www.sanjoseca.gov/prns</a> .								
<b>1. Rentals and Reservations</b>								
1 Cleaning/Damage Deposit	Established by the City Manager or Designee		No Change					

**DEPARTMENTAL FEES AND CHARGES**

**PARKS, RECREATION & NEIGHBORHOOD SERVICES**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>RENTALS AND RESERVATIONS - CATEGORY I</b>								
<b>1. Rentals and Reservations</b>								
2 Emma Prusch Park	Established by the City Manager or Designee		No Change					
3 Equipment Use Fees	Established by the City Manager or Designee		No Change					
4 Facility Use Fees	Established by the City Manager or Designee		No Change					
5 Field Preparation (Optional Service)	Established by the City Manager or Designee		No Change					
6 Field Reservations	Established by the City Manager or Designee		No Change					
7 Field/Sports Facility Use Fees	Established by the City Manager or Designee		No Change					
8 Leininger Center	Established by the City Manager or Designee		No Change					
9 Maintenance of Tully Community Ball Fields	Established by the City Manager or Designee		No Change					
10 Other Facility Rentals	Established by the City Manager or Designee		No Change					
11 Picnic Reservations	Established by the City Manager or Designee		No Change					
12 Tournament Uses	Established by the City Manager or Designee		No Change					
<b>SUB-TOTAL RENTALS AND RESERVATIONS - CATEGORY I</b>		<b>84.6%</b>		<b>3,541,407</b>	<b>2,950,000</b>	<b>2,950,000</b>	<b>83.3%</b>	<b>83.3%</b>

**DEPARTMENTAL FEES AND CHARGES**

**PARKS, RECREATION & NEIGHBORHOOD SERVICES**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>TOTAL DEPARTMENT - GENERAL FUND</b>				35,962,188	22,305,623	22,971,144	62.0%	63.9%
<b>TOTAL DEPARTMENT - NON-GENERAL FUND</b>				63,962	360,000	360,000	562.8%	562.8%
<b>TOTAL DEPARTMENT - Category I</b>				32,112,450	21,290,623	21,956,144	66.3%	68.4%
<b>TOTAL DEPARTMENT - Category II</b>				3,913,700	1,375,000	1,375,000	35.1%	35.1%
<b>TOTAL DEPARTMENT</b>				36,026,150	22,665,623	23,331,144	62.9%	64.8%

# PLANNING, BUILDING AND CODE ENFORCEMENT DEPARTMENT

## Impact Analysis Report

### ***OVERVIEW***

The Planning, Building and Code Enforcement (PBCE) Department administers a variety of fees and charges to ensure construction in San José substantially conforms to applicable building codes and regulations to promote life-safety; ensure the safety of multi-family housing units; and provide solid waste enforcement and other code enforcement and blight reduction programs.

The proposed Planning, Building and Code Enforcement Department fees and charges program for 2019-2020, is estimated to collect \$55.1 million, reflecting a cost recovery rate of 87.5%. To maintain a cost recovery rate of 100% for the Development Fee Programs, the use of reserves is proposed for the Building Development Fee Program (\$6.8 million), the Citywide Planning Fee Program (\$645,000), and the Planning Development Fee Program (\$577,000). In addition, the two largest code enforcement fee programs, the Solid Waste Enforcement Fee and Multiple Housing Permit Fee, are anticipated to be 100% cost recovery in 2019-2020 and generate revenues of \$2.2 million and \$6.6 million, respectively.

### ***Development Fee Programs***

Development activity in 2018-2019 has remained robust with construction valuation projected to reach \$1.4 billion, compared to \$1.7 billion in 2017-2018. Although building levels have decreased compared to the extremely high 2017-2018 levels, activity remains strong, with building permits being issued for several large, mixed use residential/commercial projects, such as The Carlyle and Park View Towers and hotel projects like Home2Suites by

Hilton and Element Hotel at Coleman Highline, along with office projects like Platform 16 and the Adobe expansion. In addition, Planning Services is anticipating continued office entitlements and residential entitlements for multi-family projects, while the Accessory Dwelling Unit (ADU) code changes approved by Council in June 2018 have resulted in increases in ADU new construction in 2018-2019.

Based on current collection trends, the Building Development Fee Program is projected to meet or exceed the 2018-2019 budget estimate of \$32.5 million. The Planning Development Fee Program is experiencing moderate activity, and revenue is projected to fall short of the 2018-2019 budget of \$8.9 million by approximately \$1 million, for a year-end estimate of \$7.9 million. This lower collection level will be partially offset by expenditure savings. The Development Fee Program Reserves will be used to bridge any gaps between projected revenues and costs. Activity in 2019-2020 for the Building and Planning Development Fee Programs is expected to be similar to 2018-2019 levels. In 2019-2020, revenue for the Building and Planning Development Fee Programs is estimated to be \$33.8 million and \$8.1 million, respectively. The revenue estimates include proposed fee increases for both programs in 2019-2020 as discussed below.

### ***Building Development Fee Program***

The Building Development Fee Program is projected to be at 83.3% cost recovery in 2019-2020 with a projected revenue estimate of \$33.8 million and program costs of \$40.6 million. Building Development Fee Program base

## PLANNING, BUILDING AND CODE ENFORCEMENT DEPARTMENT

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### **OVERVIEW**

#### ***Development Fee Programs (Cont'd)***

costs are expected to exceed the base revenue estimate of \$32.5 million in 2019-2020 by \$5.6 million, with the Building Development Fee Program Reserve being used to close this the gap and maintain 100% cost recovery.

Budget actions totaling a net increase of \$2.3 million, are recommended in the 2019-2020 Proposed Budget, including the Integrated Permitting System (IPS) upgrade which includes limit-dated positions through June 30, 2020 and non-personal/equipment funding for consultant services, computer upgrades, additional Building Development Fee staff to support development activity and improve service levels, technology support staffing for ongoing Development Services Partners support for existing systems, and staffing reallocations to align funding for positions with the work they will be performing in the Building Development Fee Program. The cost of the proposals are covered by revenue from the proposed fee increase (\$1.3 million) and the use of additional reserves (\$1.2 million). After accounting for these adjustments, a remaining Building Development Fee Program Reserve of \$14.7 million at the beginning of 2019-2020 is estimated, primarily for works-in-progress projects.

#### ***Planning Development Fee Program***

The Planning Development Fee Program administers a variety of fees and charges that are related to the processing of development permit applications and is projected to be at 93.3% cost recovery in 2019-2020 with a projected revenue estimate of \$8.1 million. For the Planning Development

Fee Program, the base revenue is estimated at \$7.8 million in 2019-2020.

The 2019-2020 Proposed Operating Budget includes proposals totaling \$822,055 for the Integrated Permitting System (IPS) staffing, staffing reallocations to align funding for positions with the work they will be performing in the Planning Fee Program, the addition of Planning Development Fee staff to support the anticipated workload, administration support for the department's procurement requirements, technology support staffing for ongoing Development Services Partners support for existing systems, and operating systems license costs. The cost of the proposals are covered by revenue from a proposed fee increase (\$316,000) and the use of additional reserves (\$577,000). After accounting for these adjustments, a remaining Planning Development Fee Program Reserve of \$508,000 at the beginning of 2019-2020 is estimated, primarily for works-in-progress projects.

#### ***Citywide Planning Fee Program***

A revision to the Citywide Planning Fee (previously named General Plan Update Fee) was brought forward as 2018-2019 Manager's Budget Addendum #20; "Citywide Planning Fee and Staffing Expansion". City Council approved the phased implementation of the Citywide Planning Fee applying 8% for 2018-2019 with an increase to 11.97% commencing on July 1, 2019. The approved changes restructure the fee to provide funding to support the many citywide planning and planning policy items that



## **PLANNING, BUILDING AND CODE ENFORCEMENT DEPARTMENT**

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### ***OVERVIEW***

#### *Citywide Planning Fee Program (Cont'd)*

are a priority for the City. The Citywide Planning Fee Program is projected to be at 83.7% cost recovery in 2019-2020 with a projected revenue estimate of \$3.3 million, which includes 2019-2020 base revenues of \$1.93 million and \$1.37 million from the fee increase. Citywide Planning Fee Program base costs of \$2.0 million in 2019-2020 exceed base revenue estimates by \$77,447, with the Citywide Planning Fee Program Reserve being used to close the gap to ensure the program maintains 100% cost recovery.

The 2019-2020 Proposed Operating Budget includes proposals in the amount of \$1.8 million to implement Phase II of the Citywide Planning Fee Program staffing expansion in accordance with the 2018-2019 Manager's Budget Addendum #20, the addition of a Planner III as directed in the Mayor's March Budget Message for 2019-2020 for expedited housing development, the addition of a senior analyst, limit-dated through June 30, 2020, for the department's procurement requirements, and staffing reallocations to align funding for positions with the work they will be performing in the Citywide Planning Fee Program, and non-personal/equipment funding to provide consulting services for the General Plan Four-Year Review. The proposed additions are covered by revenue from the fee increase (\$1.4 million) and the use of additional reserves (\$567,000). After accounting for these adjustments, a Citywide Planning Fee Program Reserve of \$694,000 at the beginning of 2019-2020 is estimated.

The Code Enforcement Fee Program (Category I) is projected to be at 99.9% cost recovery in 2019-2020 with a projected revenue estimate of \$9.8 million. For 2019-2020, upward and downward adjustments to Code fees are proposed to recover increased personnel and non-personal/equipment costs to support the Code Enforcement Fee Program. The 2019-2020 Proposed Budget includes the addition of 1.0 Code Enforcement Supervisor as well as one-time funding of \$75,000 totaling \$232,000 to primarily support the code enforcement fee programs. This includes addressing ongoing violations and combating criminal activities in the City with the increase of monitoring activities in various programs such as illegal Massage parlors, Cannabis manufacturing, distribution and testing, Vacant storefronts, and oversight for Building Code Compliance.

### ***SUMMARY AND IMPACT OF PROPOSED FEE REVISIONS***

#### *Building Development Fee Program*

In 2018-2019, the Building Fee Program completed the phased implementation of the new fees and/or fee modifications recommended for the program. Those fee revisions included changing the basis for permit fees for Residential New Construction from units to square footage. In addition, there were also fee revisions to simplify and streamline Building Fees, such as the deletion of Construction Material factors, Plumbing areas, and Complexity modifiers. For 2019-2020, 4% increases are proposed for this fee program including adjustments to the three hourly rates to account for increasing personal costs: the Permit Center Hourly Rate (from \$179 per hour to \$186 per hour), the Building Plan Check Rate (from \$246 per

**PLANNING, BUILDING AND CODE ENFORCEMENT DEPARTMENT**

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***SUMMARY AND IMPACT OF PROPOSED FEE REVISIONS***

*Building Development Fee Program (Cont'd)*

hour to \$255 per hour) and the Building Inspection Rate (from \$251 per hour to \$261 per hour). As a result of the fee changes, the revenue estimate increases to \$33.8 million. In addition, the Plan Review Appointment – No Show fee of \$246 is recommended to be deleted due to the difficulty of handling credit card transactions for this purpose.

*Planning Development Fee Program*

The evaluation of business processes and the existing fee structure for the Planning Development Fee Program started in early 2015-2016 and was completed in December 2016. As with the Building Development Fee Program, the Planning Development Fee Program study aligned the Planning cost of service with the fees charged in conjunction with rigorous process review and improvements. Similarly, the Planning Development Fee Program has completed its phased implementation of the fee model and hourly rate changes included in the fee study.

For 2019-2020, a 4% fee increase to the Planning Hourly Rate (from \$280 per hour to \$291 per hour) is proposed to account for increasing costs. The recommended fee changes are anticipated to generate an additional \$316,000 in revenue from planning permits in 2019-2020.

*Code Enforcement Fee Program*

In the Code Enforcement Fee Program, decreases to the following fees are due to reevaluation of staff costs: Auto Body Repair Shop Permit, Building Code Compliance, Code Enforcement Inspector Rate, Environmental Inspector Rate, Multiple Housing Program Reinspection Fee, and all permits related to Neglected/Vacant Building/Storefront Program. Additionally, increases to the following fees are recommended to maintain full cost recovery per City Council policy: Environmental Inspector, Code Enforcement Inspector, and Building Code Compliance Hourly Rates; General Code Re-inspection Fee; Auto Body Repair Shop Permits; Auto Body, Repair and Dismantler Facility Re-inspection Permit; Automobile Dismantler Permits; Abandoned Cart Program Plan Fee; Multiple Housing Program Permits - Transfer and Re-inspection Fees; the Off-Sale Alcohol Enforcement Program; the Tobacco Retail Program Fees; and the Neglected/Vacant Building Program including Vacant Storefronts Monitoring and Registration. An incremental increase to the Abandoned Cart Program from \$925 per year to \$1,070 per year will bring the program to a 86.4% cost recovery rate, as part of a multi-year phase-in of the rate increase. However, with store closures and some stores reducing the number of their shopping carts to below the 25-cart threshold, exemptions have increased, reducing activity for the program.

Code Enforcement is in the fifth year of the successfully implemented and re-designed Multiple Housing Inspection Program. Buildings maintained in the best condition receive inspections on a 6-year cycle and the most problematic receive inspections on a 3-year cycle. This risk-based model also includes an annual self-certification

**PLANNING, BUILDING AND CODE ENFORCEMENT DEPARTMENT**

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***SUMMARY AND IMPACT OF PROPOSED FEE REVISIONS***

*Code Enforcement Fee Program (Cont'd)*

component. The division has also worked with the City Manager’s Office Data Analytics Team and Behavioral Insights Team to improve processes in the program and communication with the Multiple Housing property owners. The fee revisions for 2019-2020 for each tier are listed below:

**Tier 1: Increase from \$30.00 to \$32.50 per unit.** Tier 1 buildings will be eligible to complete a self-certification process whereby the owner/manager provides information about the condition of each unit and an affirmation that this report was also provided to the tenant.

**Tier 2: Decrease from \$65.00 to \$61.75 per unit.** Tier 2 buildings would receive an inspection of the exterior premises, common areas and 25% of units on a five-year cycle.

**Tier 3: Increase from \$131.00 to \$134.75 per unit.** This fee would cover the cost of frequent inspections for more problematic properties and a higher percentage of the program costs, which is appropriate since these units require more research and time to inspect.

For the Solid Waste Enforcement Fee Program, an increase to the tonnage rate from \$0.47 per ton to \$0.48 per ton is recommended. This increase is primarily due to reevaluation of staff costs and an increase in the estimate

for the tons of waste on which the fee is charged in 2019-2020.

A complete list of proposed fee revisions by service is located in the Summary of Proposed Fee Changes section of this document and in the tables that follow this section.

***NOTIFICATION***

In preparing resource and fee proposals for 2019-2020, PBCE continues to discuss these proposals with The Silicon Valley Organization Commerce Development Committee, which has served as an advisory panel to the City’s Development Services partners. PBCE also worked with Tri-County Apartment Association regarding proposed changes to the Multiple Housing Fee Program.

The Proposed Fees and Charges Report was released on May 3, 2019, allowing for a minimum of 10 days for public review. Public input on fee proposals will be heard by the City Council at public hearings held on Tuesday, May 14, 2019 at 1:30 p.m. and Monday, June 10, 2019 at 6:00 p.m. in the Council Chambers.

# DEPARTMENTAL FEES AND CHARGES

# PLANNING, BUILDING & CODE ENFORCEMENT

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

## BUILDING FEE PROGRAM - CATEGORY I

Note: The use of the Building Development Fee Program Reserve (\$6,777,601) in 2019-2020 will bring the Development Fee Program to full cost recovery from 83.3%.

### 1. Addressing Fee

1 Addressing Fee	\$358 minimum (2 hours) additional time is \$179 per hour	\$372 minimum (2 hours) additional time is \$186 per hour
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### 2. Building Permits

1 Accessibility Exemption Application	\$246 per application	\$255 per application
2 Fixed Time Assessments and Fixtures	See Exhibit G	No Change
3 Non-Residential	\$251 per inspection hour with initial assessment based on historic data (See Exhibit N)	\$261 per inspection hour with initial assessment based on historic data (See Exhibit N)
4 Permit Processing Fee - Non-Residential	\$179 per hour applied to number of hours based on statistical averages for each subtype (see Exhibit L)	\$186 per hour applied to number of hours based on statistical averages for each subtype (see Exhibit L)
5 Permit Processing Fee - Residential	\$179 per hour applied to number of hours based on statistical averages for each subtype (see Exhibit I)	\$186 per hour applied to number of hours based on statistical averages for subtype (see Exhibit I)
6 Reroofing - Non-Residential	\$313 for up to two inspections plus \$125 per 1/2 hour for each additional inspection	\$326 for up to two inspections plus \$130 per 1/2 hour for each additional inspection
7 Reroofing - Residential	\$188 for up to two inspections plus \$125 per 1/2 hour for each additional inspection	\$195 for up to two inspections plus \$130 per 1/2 hour for each additional inspection

# DEPARTMENTAL FEES AND CHARGES

# PLANNING, BUILDING & CODE ENFORCEMENT

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>BUILDING FEE PROGRAM - CATEGORY I</b>								
<b>2. Building Permits</b>								
8 Residential	\$251 per inspection hour with initial assessment based on historic data (see Exhibit K)		\$261 per inspection hour with initial assessment based on historic data (see Exhibit K)					
<b>3. Building Plan Checking</b>								
1 Alternate Materials and Methods of Construction Application	\$492 base fee (2 hours minimum) plus additional time at \$246 per hour		\$510 base fee (2 hours minimum) plus additional time at \$255 per hour					
2 Complexity Base Fees + additional charges for Fire Review	\$246 per hour (1/2 hour minimum)		\$255 per hour (1/2 hour minimum)					
3 Complexity Base Fees + additional charges for Flood Zone	\$246 per hour (1/2 hour minimum)		\$255 per hour (1/2 hour minimum)					
4 Complexity Base Fees + additional charges for Geohazard Zone	\$246 per hour (1/2 hour minimum)		\$255 per hour (1/2 hour minimum)					
5 Complexity Base Fees + additional charges for Historic	\$246 per hour (1/2 hour minimum)		\$255 per hour (1/2 hour minimum)					
6 Complexity Base Fees + additional charges for Planning Adjustment Required	\$246 per hour (1/2 hour minimum)		\$255 per hour (1/2 hour minimum)					
7 Complexity Base Fees + additional charges for Planning Conformance Review	\$246 per hour (1/2 hour minimum)		\$255 per hour (1/2 hour minimum)					
8 Complexity Base Fees + additional charges for Seismic Hazards	\$246 per hour (1/2 hour minimum)		\$255 per hour (1/2 hour minimum)					

## DEPARTMENTAL FEES AND CHARGES

## PLANNING, BUILDING & CODE ENFORCEMENT

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>BUILDING FEE PROGRAM - CATEGORY I</b>								
<b>3. Building Plan Checking</b>								
9 Complexity Base Fees + additional charges for Soils Report	\$246 per hour (1/2 hour minimum)		\$255 per hour (1/2 hour minimum)					
10 Complexity Base Fees + additional charges for Structural Calculation	\$246 per hour (1/2 hour minimum)		\$255 per hour (1/2 hour minimum)					
11 Expedited Plan Review: Express Plan Check	1.5 times the current plan review fee (1 hour minimum)		No Change					
12 Expedited Plan Review: Intermediate Plan Check	1.5 times the current plan review fee		No Change					
13 Expedited Plan Review: Special Handling Plan Review (includes Special Tenant Impvt & other special programs)	1.5 times the current plan review fee (1 hour minimum)		No Change					
14 Factory Built Dwelling or Mobile Home installed on a permanent foundation	\$246 per hour		\$255 per hour					
15 Non-Residential	\$246 per hour - Base fee is established on average time per product type - (see Exhibit M)		\$255 per hour - Base fee is established on average time per product type - (see Exhibit M)					
16 Plan Review Appointment - No Show	\$246		Delete Fee					
17 Plan Review services for which no other fee is specified	\$246 per hour (1/2 hour minimum)		\$255 per hour (1/2 hour minimum)					
18 Preliminary Plan Review	\$246 base fee (1 hour minimum) plus additional time at \$246 per hour		\$255 base fee (1 hour minimum) plus additional time at \$255 per hour					

## DEPARTMENTAL FEES AND CHARGES

## PLANNING, BUILDING & CODE ENFORCEMENT

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>BUILDING FEE PROGRAM - CATEGORY I</b>								
<b>3. Building Plan Checking</b>								
19 Residential	\$246 per hour - Base fee is established on average review time per product type (see Exhibit J)		\$255 per hour - Base fee is established on average review time per product type (see Exhibit J)					
20 Subdivisions - Plot Review	\$246 per hour (15 minute minimum)		\$255 per hour (15 minute minimum)					
<b>4. Compliance Reports</b>								
1 Compliance Reports	\$753 per inspection (3 hours)		\$783 per inspection (3 hours)					
<b>5. Document Research Fee</b>								
1 Document Research Fee	\$40 minimum/\$80 per hour or \$89 minimum/\$179 per hour depending on staff level		\$45 minimum/\$90 per hour or \$93 minimum/\$186 per hour depending on staff level					
<b>6. Electrical Permits</b>								
1 Express Plan Check	1.5 times regular Plan Check Fee		No Change					
2 Non-Residential	\$251 per inspection hour with initial assessment based on historic data OR fixture rate		\$261 per inspection hour with initial assessment based on historic data or fixture rate					
3 Plan Check Fee	\$246 per hour - Base fee is established on average review time per product type		\$255 per hour - Base fee is established on average review time per product type					
4 Residential	\$251 per inspection hour with initial assessment based on historic data OR fixture rate		\$261 per inspection hour with initial assessment based on historic data or fixture rate					
<b>7. Mechanical Permits</b>								
1 Express Plan Check	1.5 times regular Plan Check Fee		No Change					

# DEPARTMENTAL FEES AND CHARGES

# PLANNING, BUILDING & CODE ENFORCEMENT

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>BUILDING FEE PROGRAM - CATEGORY I</b>								
<b>7. Mechanical Permits</b>								
2 Non-Residential	\$251 per inspection hour with initial assessment based on historic data OR fixture rate		\$261 per inspection hour with initial assessment based on historic data or fixture rate					
3 Plan Check Fee	\$246 per hour - Base fee is established on average review time per product type		\$255 per hour - Base fee is established on average review time per product type					
4 Residential	\$251 per inspection hour with initial assessment based on historic data OR fixture rate		\$261 per inspection hour with initial assessment based on historic data or fixture rate					
<b>8. Minimum Fees</b>								
1 Min Permit Fee	\$126 (\$251 per hour - 30 minute minimum)		\$130 (\$261 per hour - 30 minute minimum)					
2 Min Permit Processing - for Water Heater Replacement	\$45 (\$179 per hour - 15 minute minimum)		\$46 (\$186 per hour - 15 minute minimum)					
3 Min Permit Processing - for Water Heater Replacement using Online Permits service	\$0		No Change					
4 Min Permit Processing - for all permits using Online Permits service	50% of specified processing fee		No Change					
5 Min Permit Processing - for services in which no permit processing fee is specified	\$89 (\$179 per hour - 30 minute minimum)		\$93 (\$186 per hour - 30 minute minimum)					
6 Min Plan Check Fee: 30 min counter review	\$123 (\$246 per hour - 30 minute minimum)		\$127 (\$255 per hour - 30 minute minimum)					
<b>9. Plumbing Permits</b>								
1 Express Plan Check	1.5 times regular Plan Check Fee		No Change					



**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>BUILDING FEE PROGRAM - CATEGORY I</b>								
<b>9. Plumbing Permits</b>								
2 Non-Residential	\$251 per inspection hour with initial assessment based on historic data OR fixture rate		\$261 per inspection hour with initial assessment based on historic data or fixture rate					
3 Plan Check Fee	\$246 per hour - Base fee is established on average review time per product type		\$255 per hour - Base fee is established on average review time per product type					
4 Residential	\$251 per inspection hour with initial assessment based on historic data OR fixture rate		\$261 per inspection hour with initial assessment based on historic data or fixture rate					
<b>10. Publications and Photocopies Charges</b>								
1 Document copies on CD	Document Research Fee + \$0.50 per disk		No Change					
2 Optical image reproduction: 8 1/2 x 11	See Public Records Act Fees		No Change					
3 Optical image reproduction: Plans	See Public Records Act Fees		No Change					
4 Photocopies: 11 x 17	See Public Records Act Fees		No Change					
5 Photocopies: 8 1/2 x 11	See Public Records Act Fees		No Change					
6 Photocopies: Microfiche/Microfilm	See Public Records Act Fees		No Change					
7 Sale of Publications	100% of printing cost		See Public Records Act Fees					
<b>11. Record Retention/Microfilming</b>								
1 Plan Authorization Process Fee	\$89 per affidavit		\$93 per affidavit					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>BUILDING FEE PROGRAM - CATEGORY I</b>								
<b>11. Record Retention/Microfilming</b>								
2 Record Retention/Microfilming	10% of permit application cost with a \$20 min and \$2,000 max; except for electronic plan submissions		No Change					
3 Record Retention/Microfilming: Electronic Plan Submission	5% of the permit application cost		No Change					
4 Refund Processing Fee (for withdrawal, cancellation, or overpayment)	Service Fees are not refundable. Plan Review fees are refundable up to 80% when project cancelled prior to plan review start. Permit Fees refundable up to 80% when no work has begun and no inspection has been requested. In event of staff/system error, erroneously paid fee is 100% refundable		No Change					
<b>12. Rough Framing Fee</b>								
1 Rough Framing Fee	\$246 per hour (1/2 hour minimum)		\$255 per hour (1/2 hour minimum)					
<b>13. Special Inspections and Services</b>								
1 Additional plan review required by changes, additions or revisions to approved plans	\$246 per hour (1/2 hour minimum)		\$255 per hour (1/2 hour minimum)					
2 Building, Plumbing, Mechanical, and Electrical Survey Requests, including fire damage surveys	\$251 per hour (1/2 hour minimum)		\$261 per hour (1/2 hour minimum)					
3 Expedited inspection service	\$376 per hour (1/2 hour minimum)		\$391 per hour (1/2 hour minimum)					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>BUILDING FEE PROGRAM - CATEGORY I</b>								
<b>13. Special Inspections and Services</b>								
4 Fee for work without a permit	An amount equal to all permit fees, including issuance, plan check and permit fees		No Change					
5 Inspection Services for which no fee is specifically indicated	\$251 per hour (1/2 hour minimum)		\$261 per hour (1/2 hour minimum)					
6 Inspections outside normal business hours	\$376 per hour (4 hour minimum)		\$391 per hour (4 hour minimum)					
7 Permit Time Extension	\$89 per extension		\$93 per extension					
8 Plan Check Extension	\$89 per extension		\$93 per extension					
9 Reinspection Fee	\$251 per hour (1/2 hour minimum)		\$261 per hour (1/2 hour minimum)					
10 Replacement Permit Fee	\$246 plus the difference between current fees and previously paid unused fees		\$255 per hour plus the difference between current fees and previously paid unused fees					
<b>14. Temporary Certificate of Occupancy</b>								
1 Temporary Certificate of Occupancy	\$502 each		\$522 each					
<b>SUB-TOTAL BUILDING FEE PROGRAM - CATEGORY I</b>		<b>86.0%</b>		<b>40,577,601</b>	<b>32,500,000</b>	<b>33,800,000</b>	<b>80.1%</b>	<b>83.3%</b>

**CITYWIDE PLANNING - CATEGORY I**

Note: Development Fee Program Reserve (\$644,791) in 2019-2020 will bring the Development Fee Program to full cost recovery from 83.7%.

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>CITYWIDE PLANNING - CATEGORY I</b>									
<b>1. Citywide Planning Fee</b>									
1 Citywide Planning Fee	Additional 8.0% applied to Entitlement, Building Permit Fees, and Building Plan Check Fee Categories		Previously approved at additional 11.97% applied to Entitlement, Building Permit Fees, and Building Plan Check Fee Categories						
<b>SUB-TOTAL CITYWIDE PLANNING - CATEGORY I</b>		<b>100.0%</b>		<b>3,949,503</b>	<b>1,932,561</b>	<b>3,304,712</b>	<b>48.9%</b>	<b>83.7%</b>	
<b>CODE ENFORCE PROGRAM - CATEGORY I</b>									
<b>1. Abandoned Cart Program</b>									
1 Business with carts available to public (26 or more carts) Note: Combines the Business with carts available to public (26-100 carts) and (101 or more carts) to align with the Fee Resolution.	\$925 per year		\$1,070 per year						
<b>Sub-total Abandoned Cart Program</b>		<b>60.4%</b>		<b>150,870</b>	<b>130,425</b>	<b>150,870</b>	<b>86.4%</b>	<b>100.0%</b>	
<b>2. Auto Body Repair Shop Permit</b>									
1 Auto Body Repair Shop Permit	\$429 per shop		\$328 per shop						
<b>Sub-total Auto Body Repair Shop Permit</b>									
<b>3. Auto Body, Repair and Dismantler Facility Reinspection Permit</b>									
1 Reinspection Permit Fee	\$259 per reinspection		\$183 per reinspection						
<b>Sub-total Auto Body, Repair and Dismantler Facility Reinspection Permit</b>									
<b>4. Automobile Dismantler Permit</b>									
1 Automobile Dismantler Permit	\$429 per shop per year		\$328 per shop per year						
<b>Sub-total Automobile Dismantler Permit</b>		<b>100.0%</b>		<b>3,280</b>	<b>4,290</b>	<b>3,280</b>	<b>130.8%</b>	<b>100.0%</b>	

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>CODE ENFORCE PROGRAM - CATEGORY I</b>								
<b>5. Building Code Compliance Program</b>								
1 Building Code Compliance	\$263 per hour		\$256 per hour					
<b>Sub-total Building Code Compliance Program</b>		<b>100.0%</b>		<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100.0%</b>	<b>100.0%</b>
<b>6. Code Enforcement Inspector Rate</b>								
1 Code Enforcement Inspector Rate	\$136 per hour		\$130 per hour					
<b>Sub-total Code Enforcement Inspector Rate</b>								
<b>7. Environmental Inspector Rate</b>								
1 Environmental Inspector Rate	\$147 per hour		\$134 per hour					
<b>Sub-total Environmental Inspector Rate</b>								
<b>8. General Code Program</b>								
1 General Code Reinspection Fee	\$206 per reinspection		\$204 per reinspection					
<b>Sub-total General Code Program</b>		<b>100.0%</b>		<b>45,900</b>	<b>46,350</b>	<b>45,900</b>	<b>101.0%</b>	<b>100.0%</b>
<b>9. Landfill Closure and Post Closure Fees</b>								
1 Closure and Post Closure Maintenance Plan	\$1,550.00 per application. Review time exceeding 15 hours will be charged the current Environmental Inspector Rate for each additional hour.		No Change					
2 Modification of Closure Maintenance Plan	\$700.00 per application. Review time exceeding seven hours will be charged the current Environmental Inspector Rate for each additional hour.		No Change					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>CODE ENFORCE PROGRAM - CATEGORY I</b>								
<b>9. Landfill Closure and Post Closure Fees</b>								
3 Review of Solid Waste Facilities Application	\$500.00 per application. Review time exceeding five hours will be charged the current Environmental Inspector Rate for each additional hour.		No Change					
4 Revised Solid Waste Facilities Permit Application	\$500.00 per application. Review time exceeding five hours will be charged the current Environmental Inspector Rate for each additional hour.		No Change					
5 Solid Waste Facilities Permit Application	\$500.00 per application. Review time exceeding five hours will be charged the current Environmental Inspector Rate for each additional hour.		No Change					
<b>Sub-total Landfill Closure and Post Closure Fees</b>								
<b>10. Multiple Housing Program Permits (Triplex and Above)</b>								
1 Multiple Housing Permit Tier 1 (Self Certification, six-year cycle)	\$30 per unit		\$32.50 per unit					
2 Multiple Housing Permit Tier 2 (five-year cycle)	\$65 per unit		\$61.75 per unit					
3 Multiple Housing Permit Tier 3 (three-year cycle)	\$131 per unit		\$134.75 per unit					
4 Permit Reinstatement	\$1,019 per reinstatement		\$1,051 per reinstatement					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>CODE ENFORCE PROGRAM - CATEGORY I</b>								
<b>10. Multiple Housing Program</b>								
<b>Permits (Triplex and Above)</b>								
5 Permit Transfer	\$36 per transfer		\$44 per transfer					
6 Reinspection Fee	\$242 per reinspection		\$223 per reinspection					
<b>Sub-total Multiple Housing Program Permits (Triplex and Above)</b>		<b>100.0%</b>		<b>6,587,983</b>	<b>6,349,199</b>	<b>6,583,967</b>	<b>96.4%</b>	<b>99.9%</b>
<b>11. Neglected/Vacant</b>								
<b>Building/Storefront Program</b>								
1 Neglected/Vacant Building Registration Fee	\$660 per quarter per vacant building		\$559 per quarter per vacant building					
2 Neglected/Vacant Building/Storefront Mandatory Monitoring Fee Note: The geographical boundaries for this mandatory fee will mirror the Downtown Growth Area as defined in the City's General Plan, except the western boundary which instead will be HWY 87. The fee will include one quarterly inspection.	\$220 per quarter per vacant building/storefront		\$202 per quarter per vacant building/storefront					
3 Neglected/Vacant Building/Storefront Monitoring Fee (in Violation) Note: This fee includes a monthly inspection	\$660 per quarter per vacant building/storefront		\$589 per quarter per vacant building/storefront					
<b>Sub-total Neglected/Vacant Building/Storefront Program</b>		<b>100.0%</b>		<b>92,108</b>	<b>83,850</b>	<b>91,930</b>	<b>91.0%</b>	<b>99.8%</b>
<b>12. Off-Sale Alcohol Enforcement Program</b>								
1 Off-Sale Alcohol Permit	\$623 per business		No Change					
2 Permit Reinstatement	\$1,134 per reinstatement		\$1,132 per reinstatement					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>CODE ENFORCE PROGRAM - CATEGORY I</b>								
<b>12. Off-Sale Alcohol Enforcement Program</b>								
3 Permit Transfer	\$36 per transfer		\$44 per transfer					
4 Reinspection Fee	\$167 per reinspection		\$156 per reinspection					
<b>Sub-total Off-Sale Alcohol Enforcement Program</b>		<b>100.0%</b>		<b>273,534</b>	<b>272,791</b>	<b>273,414</b>	<b>99.7%</b>	<b>100.0%</b>
<b>13. Solid Waste Enforcement Fee</b>								
1 Solid Waste Enforcement Fee	\$0.47 per ton		\$0.48 per ton					
<b>Sub-total Solid Waste Enforcement Fee</b>		<b>100.0%</b>		<b>2,188,800</b>	<b>2,143,200</b>	<b>2,188,800</b>	<b>97.9%</b>	<b>100.0%</b>
<b>14. Tobacco Retail Program</b>								
1 Tobacco Retail Permit Fee	\$558 per business		\$597 per business					
2 Tobacco Retail Reinspection Fee	\$152 per reinspection		\$155 per reinspection					
3 Tobacco Retail Reinstatement Fee	\$1,155 per reinstatement		\$1,139 per reinstatement					
4 Tobacco Retail Transfer Fee	\$38 per transfer		\$50 per transfer					
<b>Sub-total Tobacco Retail Program</b>		<b>100.0%</b>		<b>367,155</b>	<b>343,170</b>	<b>367,155</b>	<b>93.5%</b>	<b>100.0%</b>
<b>SUB-TOTAL CODE ENFORCE PROGRAM - CATEGORY I</b>		<b>99.1%</b>		<b>9,809,630</b>	<b>9,473,275</b>	<b>9,805,316</b>	<b>96.6%</b>	<b>100.0%</b>
<b>CODE ENFORCE PROGRAM - CATEGORY II</b>								
<b>1. Multiple Housing Permit Penalties and Interest</b>								
1 Permit Penalties and Interest	Varies by length of delinquency		No Change					
<b>Sub-total Multiple Housing Permit Penalties and Interest</b>		<b>1,041.7%</b>		<b>13,800</b>	<b>125,000</b>	<b>125,000</b>	<b>905.8%</b>	<b>905.8%</b>



**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>CODE ENFORCE PROGRAM - CATEGORY II</b>								
<b>2. Off-Sale Alcohol Enforcement Permit Penalties and Interest</b>								
1 Permit Penalties and Interest	Varies by length of delinquency		No Change					
<b>Sub-total Off-Sale Alcohol Enforcement Permit Penalties and Interest</b>		<b>166.7%</b>		<b>700</b>	<b>1,000</b>	<b>1,000</b>	<b>142.9%</b>	<b>142.9%</b>
<b>3. Tobacco Retail Permit Penalties and Interest</b>								
1 Permit Penalties and Interest	Varies by length of delinquency		No Change					
<b>Sub-total Tobacco Retail Permit Penalties and Interest</b>								
<b>SUB-TOTAL CODE ENFORCE PROGRAM - CATEGORY II</b>		<b>1,000.0%</b>		<b>14,500</b>	<b>126,000</b>	<b>126,000</b>	<b>869.0%</b>	<b>869.0%</b>

**PLANNING FEE PROGRAM - CATEGORY I**

Note: The use of the Planning Development Fee Program Reserve (\$577,201) in 2019-2020 will bring the Development Fee Program to full cost recovery from 93.3%.

<b>1. Annexations</b>								
1 Petition for Annexation of Territory to the City of San Jose	\$34,011		\$35,347					
<b>2. Conditional Use Permits</b>								
1 Adjustments	\$280		\$291					
2 Adjustments - Major	\$772		\$803					
3 Conditional Use Permits	See Exhibit A		No Change					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>3. Conventional Prezonings/Rezonings</b>								
1 Conventional Prezonings/Rezonings	\$8,366		\$8,695					
<b>4. Deficiency Plan Processing Fee</b>								
1 Additional Facilities	\$2,465 for each additional facility		No Change					
2 Base Fee	\$12,400		No Change					
<b>5. Deficiency Plan Reuse Fee</b>								
1 Reuse Fee	\$730 for 0-50,000 ft. plus \$310 for each additional 50,000 ft.		No Change					
<b>6. Environmental Clearance</b>								
1 EIR	See Exhibit B		No Change					
2 Exemption	\$840		\$873					
3 Exemption - Electronic	\$0		No Change					
4 Geotechnical Testing Environmental Review Fee	\$840		\$873					
5 Habitat Conservation Plan (HCP)	\$840		\$873					
6 Mitigation Monitoring Fee for Negative Declaration	\$2,800		\$2,910					
7 Mitigation Monitoring Review - Post Construction / On-going	\$280 per hour		\$291 per hour					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>6. Environmental Clearance</b>								
8 Mitigation Monitoring Review - Prior to Issuance of Certificate of Occupancy (Compliance Review)	\$1,120		\$1,164					
9 Negative Declaration	\$5,798 deposit plus additional time at \$280 per hour plus all publishing and noticing costs		\$6,026 deposit plus additional time at \$291 per hour plus all publishing and noticing costs					
<b>7. General Plan Amendments</b>								
1 Additional Charges: General Plan Text Amendment	\$16,416		\$17,061					
2 Additional Charges: Specific Plan Text Amendment	\$16,416		\$17,061					
3 Urban Growth Boundary Modifications: All extraordinary costs of special studies	\$280 per hour		\$291 per hour					
4 Urban Growth Minor Boundary Modifications (Previously Urban Growth Boundary Modifications)	\$16,416		\$17,061					
<b>8. Hourly Rate for Planning Services without Designated Fee</b>								
1 Green Building Certification Deposit	\$0.30 per square foot up to a maximum of 100,000 square feet per building permit		No Change					
2 Hourly Rate for Planning Services without Designated Fee	\$280 per hour		\$291 per hour					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>9. Liquor License Exception Permit Fee</b>								
1 Determination of Public Convenience or Necessity	\$5,507		\$5,723					
<b>10. Miscellaneous Permits/Fees</b>								
1 Administrative Permit	\$2,816		\$2,927					
2 Appeals/Protests - Applicant	\$10,822		\$11,247					
3 Appeals/Protests - Applicant's Non-Applicant Appeal Processing	\$10,322		\$10,997					
4 Appeals/Protests - Public	\$250		No Change					
5 Billboard Height Alterations Agreement	\$10,435		\$10,845					
6 Community Meeting Fee	\$3,208		\$3,334					
7 Compliance Review	\$1,672		No Change					
8 Consultation Fee-Permit/Sign Adjust	\$280 per hour		\$291 per hour					
9 Development Agreements-Agreement	\$16,424		\$17,070					
10 Development Agreements-Amendment	\$9,083		\$9,440					
11 Development Agreements-Annual Monitoring	\$11,015		\$11,447					
12 Development Variance Exception	\$5,989		\$6,224					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>10. Miscellaneous Permits/Fees</b>								
13 Height, Floor and/or Area Ratio Waivers	\$2,890 + \$1,000 for each floor over 8 floors		No Change					
14 Historic District Designation	\$1,500		No Change					
15 Historic Landmark Designation	\$3,500		No Change					
16 Historic Preservation Permit Adjustment	\$200		No Change					
17 Historic Preservation Permit Amendment	\$300		No Change					
18 Historic Preservation Permit Fee	\$300		No Change					
19 Historic Property Contract Application	\$1,500		No Change					
20 Miscellaneous Permits & Variances/A-2 Adjustments	Varies dependent upon permit type		No Change					
21 Mixed Use Permit Credit	\$5,602 credit applied to initial permit invoice		\$5,822 credit applied to initial permit invoice					
22 Multiple Sign Adjustment Surcharge	\$98 for each additional sign after 1st sign		\$101 for each additional sign after 1st sign					
23 Notice of Non-Compliance	\$3,135		No Change					
24 Order to Show Cause	\$4,180		No Change					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>10. Miscellaneous Permits/Fees</b>								
25 Planning Development Permit Conformance - New Construction, Major (3 or more units, over 5,000 square feet Note: previously Planning Permit Conformance of Building Plan Review: Multi- Family/Commercial/Industrial (MF/C/I)	\$840		\$873					
26 Planning Development Permit Conformance - New Construction, Minor (up to 2 residential units, up to 5,000 square feet Note: previously Planning Permit Conformance of Building Plan Review: Single Family Resident (SFR)	\$280		\$291					
27 Plot Plan Review	\$70 per plot		\$72 per plot					
28 Reasonable Accommodation Fee	\$7,344		\$7,632					
29 Sidewalk Cafe Permit	\$0		No Change					
30 Supplemental Review Cycle	30% of base project fee		No Change					
31 Zoning and Use Conformance Note: previously Zoning Conformance	\$140		\$145					
<b>11. Outside Agency Pass-Through Charges</b>								
1 Outside Agency Pass-Through Charges	Actual cost		No Change					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>12. Planned Development (PD)</b>								
<b>Permits</b>								
1 Adjustments - Over the Counter	\$280		\$291					
2 Adjustments - Requiring Intake and Internal City Staff Review	\$772		\$803					
3 PD Permits	See Exhibit C		No Change					
<b>13. Planned Development (PD)</b>								
<b>Prezonings/Rezoning</b>								
1 (PD) Prezonings/Rezoning	See Exhibit D		No Change					
<b>14. Preliminary Review Fee</b>								
1 Additional Services: Interdepartmental Project Meeting	\$700		\$727					
2 Additional Services: Meeting with Project Manager	\$280		\$291					
3 Additional Services: Preliminary Check List	\$140		\$145					
4 Additional Services: Preliminary Report	\$230		No Change					
5 Additional Services: Technical Report Review	\$560		\$582					
6 Additional Services: Environmental Scoping	\$840		\$873					
7 Enhanced Preliminary Review	\$1,120		\$1,164					
8 Focused Preliminary Review	\$840 (3 hour minimum charge)		\$873 (3 hour minimum charge)					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>14. Preliminary Review Fee</b>								
9 Focused Preliminary Review- Existing Single Family House	\$280		\$291					
<b>15. Public Information Services</b>								
1 Alcoholic Beverage License Verification	\$386 plus \$70 per 1/4 hour after 1.5 hours		\$401 plus \$72 per 1/4 hour after 1.5 hours					
2 Comprehensive Research Letter	\$3,091 plus \$70 per 1/4 hour after 11 hours		\$3,212 plus \$72 per 1/4 hour after 11 hours					
3 Dept of Motor Vehicles Verification	\$386 plus \$70 per 1/4 hour after 1.5 hours		\$401 plus \$72 per 1/4 hour after 1.5 hours					
4 General Research Requests	\$140 (minimum) per 1/2 hour		\$145 (minimum) per 1/2 hour					
5 Legal Non-Conforming Verification	\$4,443 plus \$70 per 1/4 hour after 16 hours		\$4,618 plus \$72 per 1/4 hour after 16 hours					
6 Massage Letter	\$386 plus \$70 per 1/4 hour after 1.5 hours		\$401 plus \$72 per 1/4 hour after 1.5 hours					
7 Reconstruction of Legal Non- Conforming Structures	\$386 plus \$70 per 1/4 hour after 1.5 hours		\$401 plus \$72 per 1/4 hour after 1.5 hours					
<b>16. Public Noticing</b>								
1 Public Noticing Fee	See Exhibit E		No Change					
<b>17. Record Retention/Microfilming</b>								
1 CEQA-NOD Pass-Through Processing Fee	\$772		\$803					
2 Record Retention/Microfilming	10% of permit/land use with a \$20 min and \$2,000 maximum; fee does not exist as a separate category (part of permit cost)		No Change					



**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>17. Record Retention/Microfilming</b>								
3 Record Retention/Microfilming: Refund Processing Fee (for withdrawal, cancellation or overpayment)	\$35		No Change					
4 Refund Processing Fee (for withdrawal, cancellation or overpayment)	\$386		\$401					
<b>18. Sale of Publications and Photocopies</b>								
1 Document copies on CD	Document Research Fee + \$0.50 per disk		No Change					
2 Optical image reproduction: 8 1/2 x 11	See Public Records Act Fees		No Change					
3 Optical image reproduction: Plans/Drawings	See Public Records Act Fees		No Change					
4 Photocopies: 11 x 17	See Public Records Act Fees		No Change					
5 Photocopies: 11 x 17 Z-fold copies	\$0.33 each page		No Change					
6 Photocopies: 8 1/2 x 11	See Public Records Act Fees		No Change					
7 Photocopies: microfiche/microfilm	See Public Records Act Fees		No Change					
8 Sale of Publications	100% of printing cost		See Public Records Act Fees					
9 Tape Cassette Note: Fee included in 2017- 2018 Fees and Charges Resolution	\$7.50 per Cassette		No Change					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>19. Single Family House Permit</b>								
1 Administrative Determination for houses listed on Historic Resources Inventory & having a floor area rotation less than or equal to 0.45	\$560		\$582					
2 All others	\$2,125		\$2,208					
3 Public Hearing - Director	\$6,851		\$7,120					
<b>20. Site Development Permits</b>								
1 Adjustments	\$280		\$291					
2 Adjustments - Major	\$772		\$803					
3 Site Development Permits	See Exhibit F		No Change					
<b>21. Special Use Permit (SUP)</b>								
1 Church-Homeless Shelter	\$0		No Change					
2 Renewal	\$5,409		\$5,622					
3 Special Use Permit and Amendment: Existing Non-Single Family Use / New Construction	\$10,458		\$10,868					
4 Special Use Permit and Amendment: Existing Single Family Use / No New Construction	\$5,059		\$5,258					
<b>22. Specific Plan Reimbursement</b>								
1 Communications Hill	\$336 per acre		No Change					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>22. Specific Plan Reimbursement</b>								
2 Evergreen	\$1,140 per acre		No Change					
<b>23. Street Renaming Fee</b>								
1 Street Renaming Fee: Major	\$10,435		\$10,845					
2 Street Renaming Fee: Minor	\$3,768		\$3,916					
<b>24. Tentative Map</b>								
1 All Tentative Maps and Vesting Tentative Maps and Amendments to Tentative and Vesting Tentative Maps: At 250 lots	\$9,276		\$9,640					
2 All Tentative Maps and Vesting Tentative Maps and Amendments to Tentative and Vesting Tentative Maps: At 50 lots	\$8,117		\$8,436					
3 All Tentative Maps and Vesting Tentative Maps and Amendments to Tentative and Vesting Tentative Maps: Up to 10 lots	\$7,344		\$7,632					
4 All Tentative Maps and Vesting Tentative Maps and Amendments to Tentative and Vesting Tentative Maps: lots 11 to 49	\$19 per lot		\$20 per lot					
5 All Tentative Maps and Vesting Tentative Maps and Amendments to Tentative and Vesting Tentative Maps: lots 251 and higher	\$36 per lot		\$37 per lot					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>24. Tentative Map</b>								
6 All Tentative Maps and Vesting Tentative Maps and Amendments to Tentative and Vesting Tentative Maps: lots 51 to 249	\$5 per lot		\$5 per lot					
7 Certification of Compliance	\$5,250		\$5,456					
8 Covenant of Easement	\$3,864		\$4,015					
9 Extensions	\$1,352		\$1,405					
10 Final Map/Parcel Map Review	\$280 per hour (1 hour minimum)		\$291 per hour (1 hour minimum)					
11 Lot Line Adjustment	\$2,240		\$2,328					
12 Lot Line Correction	\$2,091		\$2,173					
13 Property on slopes greater than 5%	See Exhibit H		No Change					
14 Property within 100ft of the top of the bank of a stream bed Note: Fee included in 2017-2018 Fees and Charges Resolution	See Exhibit H		No Change					
15 Release Covenant of Easement	\$3,189		\$3,314					
16 Reversion Acreage	\$1,159		\$1,204					
<b>25. Tree Removal Permit</b>								
1 Heritage Tree Surcharge (City or County)	\$9,276 plus noticing fees		\$9,640 plus noticing fees					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>25. Tree Removal Permit</b>								
2 Live Trees - All Other Uses	\$2,100 plus noticing fees		\$2,182 plus noticing fees					
3 Live Trees - Single Family Residence/Duplex	\$1,800 plus noticing fees		\$1,891 plus noticing fees					
4 Unsuitable Trees - All	\$210 for first tree plus \$30 each additional tree plus noticing fees		\$218 for first tree plus \$30 each additional tree plus noticing fees					
<b>26. Urban Design Review Pass Through Fee</b>								
1 Urban Design Review Pass Through Fee	Actual Cost		No Change					
<b>27. Williamson Act</b>								
1 Alternate Use Amendment	\$10,917		\$11,346					
2 Application	\$10,917		\$11,346					
3 Cancellation	\$19,807		\$20,585					
4 Extension	\$10,917		\$11,346					
<b>SUB-TOTAL PLANNING FEE PROGRAM - CATEGORY I</b>		<b>94.3%</b>		<b>8,669,684</b>	<b>7,776,483</b>	<b>8,092,483</b>	<b>89.7%</b>	<b>93.3%</b>
<b>TOTAL DEPARTMENT - GENERAL FUND</b>				<b>63,020,918</b>	<b>51,808,319</b>	<b>55,128,511</b>	<b>82.2%</b>	<b>87.5%</b>
<b>TOTAL DEPARTMENT - NON-GENERAL FUND</b>								
<b>TOTAL DEPARTMENT - Category I</b>				<b>63,006,418</b>	<b>51,682,319</b>	<b>55,002,511</b>	<b>82.0%</b>	<b>87.3%</b>
<b>TOTAL DEPARTMENT - Category II</b>				<b>14,500</b>	<b>126,000</b>	<b>126,000</b>	<b>869.0%</b>	<b>869.0%</b>
<b>TOTAL DEPARTMENT</b>				<b>63,020,918</b>	<b>51,808,319</b>	<b>55,128,511</b>	<b>82.2%</b>	<b>87.5%</b>

**CONDITIONAL USE PERMIT  
FEE SCHEDULE**

**Exhibit A**

The following application fees shall be charged as set forth in Tables A and B. Table A shall be used in determining the fee for permits and for permit amendments for conditional uses.

DESCRIPTION	2018 - 2019 ADOPTED		2019 - 2020 PROPOSED	
	FEE	FEE RANGE	FEE	FEE RANGE
<b>TABLE A</b>				
<b>Conditional Use Permit (CUP)</b>	\$15,358 plus any specific use regulation and/or policy review necessary from Section 3.215 - Table G		\$15,961 plus any specific use regulation and/or policy review necessary from Section 3.215 - Table G	
<b>Conditional Use Permit - Renew</b>	\$11,594		\$12,050	
<b>Amendment to a Conditional Use Permit</b>	\$15,358 plus any specific use regulation and/or policy review necessary from Section 3.215 - Table G		\$15,961 plus any specific use regulation and/or policy review necessary from Section 3.215 - Table G	
<b>ADDITIONAL CHARGES</b>				
<b>Outdoor Use*</b>	See Exhibit H		No Change	
<b>Drive-Through Use</b>	See Exhibit H		No Change	
<b>Midnight to 6 a.m. Operation</b>	See Exhibit H		No Change	
<b>Hazardous Waste Facility Subject to Tanner Legislation**</b>	See Exhibit H		No Change	
<b>Mobilehome Site Conversion</b>	See Exhibit H		No Change	
<b>Conversion to Condominiums</b>	See Exhibit H		No Change	
<b>Off Sale of Alcohol***</b>	See Exhibit H		No Change	

\* Outdoor Use charge does not apply to an amendment to an existing permit  
 \*\* Applies only to applications for which rezoning was filed prior to July 1, 1990  
 \*\*\* Approved by City Council on March 24, 2009, Resolution #74841

**ENVIRONMENTAL IMPACT REPORT  
FEE SCHEDULE**

**Exhibit B**

DESCRIPTION	2018-2019 ADOPTED		2019-2020 PROPOSED	
	FEE	FEE RANGE	FEE	FEE RANGE
<b>All Projects</b>	\$280 per hour for environmental services w/o designated fee		\$291 per hour for environmental services w/o designated fee	
<b>EIRs</b>	\$19,600 deposit plus additional time at \$280/hr plus publishing and noticing fees		\$20,370 deposit plus additional time at \$291/hr plus publishing and noticing fees	
<b>EIR Preliminary Review Fee</b>	\$840 plus additional time at \$280/hr plus all publishing and noticing fees		\$873 plus additional time at \$291/hr plus all publishing and noticing fees	
<b>Reuse of a Certified EIR:</b>				
<b>a. For any project reusing a previous environmental clearance where no additional environmental analysis is required or for any project that is subject to the provisions of Title 21 of the SJMC</b>	\$560 plus additional time at \$280/hr plus publishing and noticing fees		\$582 plus additional time at \$291/hr plus publishing and noticing fees	
<b>Mitigation Monitoring Fee for EIR</b>	\$2,800		\$2,910	

**PLANNED DEVELOPMENT PERMIT  
FEE SCHEDULE**

Exhibit C

DESCRIPTION	2018-2019 ADOPTED		2019-2020 PROPOSED	
	FEE	FEE RANGE	FEE	FEE RANGE
<b>RESIDENTIAL</b>				
<b>1 to 24 dwellings</b> 5%+ Slope or within 100' of stream bed	\$6,958 (1 to 2 dwellings) + \$453 per dwelling unit (units 3 to 24) See Exhibit H		\$7,231 (1 to 2 dwellings) + \$471 per dwelling unit (units 3 to 24) No Change	
<b>25 to 99 dwellings</b> 5%+ Slope or within 100' of stream bed	\$17,390 + \$78 per dwelling unit (units 26 to 99) See Exhibit H		\$18,074 + \$81 per dwelling unit (units 26 to 99) No Change	
<b>100 to 499 dwellings</b> 5%+ Slope or within 100' of stream bed	\$23,189 + \$8 per dwelling unit (units 101 to 499) See Exhibit H		\$24,100 + \$8 per dwelling unit (units 101 to 499) No Change	
<b>500 dwellings and higher</b> 5%+ Slope or within 100' of stream bed	\$27,053 + \$53 per dwelling unit (units 501+) See Exhibit H		\$28,116 + \$55 per dwelling unit (units 501+) No Change	
<b>NON-RESIDENTIAL</b>				
<b>0 to 49,999 square feet</b> 5%+ Slope or within 100' of stream bed	\$8,075 for first 5,000 sq. ft. + \$0.03 for each additional sq.ft. See Exhibit H		\$8,392 for first 5,000 sq. ft. + \$0.03 for each additional sq.ft. No Change	
<b>50,000 to 499,999 square feet</b> 5%+ Slope or within 100' of stream bed	\$9,805 for first 50,000 square feet + \$0.06 for each additional sq.ft. See Exhibit H		\$10,190 for first 50,000 square feet + \$0.06 for each additional sq.ft. No Change	
<b>100,000 to 299,999 square feet</b> 5%+ Slope or within 100' of stream bed	\$12,367 for first 100,000 square feet + \$0.02 for each additional sq.ft. See Exhibit H		\$12,853 for first 100,000 square feet + \$0.02 for each additional sq.ft. No Change	
<b>300,000 square feet and over</b> 5%+ Slope or within 100' of stream bed	\$15,458 for first 300,000 square feet + \$0.06 for each additional sq.ft. See Exhibit H		\$16,066 for first 300,000 square feet + \$0.06 for each additional sq.ft. No Change	
<b>ADDITIONAL CHARGES</b>				
<b>Outdoor Use*</b>	See Exhibit H		No Change	
<b>Drive-Through Use</b>	See Exhibit H		No Change	
<b>Midnight - 6 a.m. Operation</b>	See Exhibit H		No Change	
<b>Mobilehome Conversion</b>	See Exhibit H		No Change	
<b>Hazardous Waste Facility Subject to Tanner Legislation**</b>	See Exhibit H		No Change	
<b>Conversion to Condominiums</b>	See Exhibit H		No Change	

\* Outdoor Use charge does not apply to an amendment to an existing permit

\*\* Applies only to applications for which rezoning was filed prior to July 1, 1990

\*\*\* Approved by City Council on March 24, 2009, Resolution #74841



**PLANNED DEVELOPMENT PREZONING  
AND REZONING PERMIT FEE SCHEDULE**

Exhibit D

DESCRIPTION	2018-2019 ADOPTED		2019-2020 PROPOSED	
	FEE	FEE RANGE	FEE	FEE RANGE
<b>RESIDENTIAL</b>				
<b>1 to 24 dwellings</b> 5%+ Slope or within 100' of stream bed	\$10,306 + \$100 per dwelling unit (units 3 to 24) See Exhibit H		\$10,711 + \$104 per dwelling unit (units 3 to 24) No Change	
<b>25 to 99 dwellings</b> 5%+ Slope or within 100' of stream bed	\$12,656 + \$282 per dwelling unit (units 26 to 99) See Exhibit H		\$13,153 + \$293 per dwelling unit (units 26 to 99) No Change	
<b>100 to 499 dwellings</b> 5%+ Slope or within 100' of stream bed	\$33,880 + \$33 per dwelling unit (units 101 to 499) See Exhibit H		\$35,211 + \$34 per dwelling unit (units 101 to 499) No Change	
<b>Over 500 dwellings</b> 5%+ Slope or within 100' of stream bed	\$46,958 + \$95 per dwelling unit (units 501+) See Exhibit H		\$48,803 + \$98 per dwelling unit (units 501+) No Change	
<b>NON-RESIDENTIAL</b>				
<b>0 to 49,999 square feet</b> 5%+ Slope or within 100' of stream bed	\$8,405 for first 5,000 square feet + \$0.06 for each additional sq.ft. See Exhibit H		\$8,735 for first 5,000 square feet + \$0.15 for each additional sq.ft. No Change	
<b>50,000 to 99,999 square feet</b> 5%+ Slope or within 100' of stream bed	\$14,831 for first 50,000 square feet + \$0.06 for each additional sq.ft. See Exhibit H		\$15,414 for first 50,000 square feet + \$0.06 for each additional sq.ft. No Change	
<b>100,000 to 300,000 square feet</b> 5%+ Slope or within 100' of stream bed	\$18,211 for first 100,000 square feet + \$0.01 for each additional sq.ft. See Exhibit H		\$18,926 for first 100,000 square feet + \$0.01 for each additional sq.ft. No Change	
<b>300,000 square feet and over</b> 5%+ Slope or within 100' of stream bed	\$20,098 for first 300,000 square feet + \$0.07 for each additional sq.ft. See Exhibit H		\$20,887 for first 300,000 square feet + \$0.07 for each additional sq.ft. No Change	
<b>ADDITIONAL CHARGES</b>				
<b>Outdoor Use</b>	See Exhibit H		No Change	
<b>Hazardous Waste Facility Subject to Tanner Legislation</b>	See Exhibit H		No Change	
<b>Conversion to Condominiums</b>	See Exhibit H		No Change	

\* Approved by City Council on March 24, 2009, Resolution #74841

**PUBLIC NOTICING  
FEE SCHEDULE**

**Exhibit E**

The following fees are charged to offset the cost of contractual mailing services. The base fee is paid upon application and the additional cost is paid prior to mailing.

DESCRIPTION	2018 - 2019 ADOPTED		2019 - 2020 PROPOSED	
	FEE	FEE RANGE	FEE	FEE RANGE
Adjacent Noticing	\$151 plus 0.74/notice over 15		\$156 plus 0.74/notice over 15	
300 ft. Radius Noticing	\$483 plus \$0.74/notice over 275*		\$494 plus \$0.74/notice over 275*	
500 ft. Radius Noticing	\$911 plus \$0.74/notice over 475*		\$933 plus \$0.74/notice over 475*	
1,000 ft. Radius Noticing (General Plan Amendments large projects)	\$2,008 plus \$0.74/notice over 1,200*		\$2,052 plus \$0.74/notice over 1,200*	
EIR Notice of Preparation (up to 5 sheets)	\$855 plus \$1.85/notice over 400		Delete	
Newspaper Noticing	Current advertising rate for newspaper used for noticing		No Change	

\* Approved by City Council on March 24, 2009, Resolution #74841

**SITE DEVELOPMENT PERMIT  
FEE SCHEDULE**

**Exhibit F**

The Site Application fees shall be charged as set forth in the Residential and Non-Residential tables below using the same structure as Planned Development Permits. Site Permit Exhibit will be used in determining the fee for permits and for permit amendments for the construction of new buildings and modifications to existing buildings that do not qualify for a Permit Adjustment.

DESCRIPTION	2018-2019 ADOPTED		2019-2020 PROPOSED	
	FEE	FEE RANGE	FEE	FEE RANGE
<b>RESIDENTIAL</b>				
<b>1 to 24 dwellings</b> 5%+ Slope or within 100' of stream bed	\$6,958 (1 to 2 dwellings) + \$453 per dwelling unit (units 3 to 24) See Exhibit H		\$7,231 (1 to 2 dwellings) + \$471 per dwelling unit (units 3 to 24) No Change	
<b>25 to 99 dwellings</b> 5%+ Slope or within 100' of stream bed	\$17,390 + \$78 per dwelling unit (units 26 to 99) See Exhibit H		\$18,074 + \$81 per dwelling unit (units 26 to 99) No Change	
<b>100 to 499 dwellings</b> 5%+ Slope or within 100' of stream bed	\$23,189 + \$8 per dwelling unit (units 101 to 499) See Exhibit H		\$24,100 + \$8 per dwelling unit (units 101 to 499) No Change	
<b>500 dwellings and higher</b> 5%+ Slope or within 100' of stream bed	\$27,053 + \$53 per dwelling unit (units 501+) See Exhibit H		\$28,116 + \$55 per dwelling unit (units 501+) No Change	
<b>NON-RESIDENTIAL</b>				
<b>0 to 49,999 square feet</b> 5%+ Slope or within 100' of stream bed	\$8,075 for first 5,000 sq. ft. + \$0.03 for each additional sq.ft. See Exhibit H		\$8,392 for first 5,000 sq. ft. + \$0.03 for each additional sq.ft. No Change	
<b>50,000 to 499,999 square feet</b> 5%+ Slope or within 100' of stream bed	\$9,805 for first 50,000 square feet + \$0.06 for each additional sq.ft. See Exhibit H		\$10,190 for first 50,000 square feet + \$0.06 for each additional sq.ft. No Change	
<b>100,000 to 299,999 square feet</b> 5%+ Slope or within 100' of stream bed	\$12,367 for first 100,000 square feet + \$0.02 for each additional sq.ft. See Exhibit H		\$12,853 for first 100,000 square feet + \$0.02 for each additional sq.ft. No Change	
<b>300,000 square feet and over</b> 5%+ Slope or within 100' of stream bed	\$15,458 for first 300,000 square feet + \$0.06 for each additional sq.ft. See Exhibit H		\$16,066 for first 300,000 square feet + \$0.06 for each additional sq.ft. No Change	
<b>ADDITIONAL CHARGES</b>				
<b>Outdoor Use*</b>	See Exhibit H		No Change	
<b>Drive-Through Use</b>	See Exhibit H		No Change	
<b>Midnight - 6 a.m. Operation</b>	See Exhibit H		No Change	
<b>Mobilehome Conversion</b>	See Exhibit H		No Change	

**SITE DEVELOPMENT PERMIT  
FEE SCHEDULE**

Exhibit F (Cont'd)

DESCRIPTION	2018-2019 ADOPTED	
	FEE	FEE RANGE
Hazardous Waste Facility Subject to Tanner Legislation**	See Exhibit H	
Conversion to Condominiums	See Exhibit H	

2019-2020 PROPOSED	
FEE	FEE RANGE
No Change	
No Change	

\* Outdoor Use charge does not apply to an amendment to an existing permit  
 \*\* Applies only to applications for which rezoning was filed prior to July 1, 1990  
 \*\*\* Approved by City Council on March 24, 2009, Resolution #74841

**BUILDING FIXED TIME ASSESSMENTS & FIXTURES  
FEE SCHEDULE**

**Exhibit G**

Fixed time and fixture-based assessments are for site construction and other miscellaneous permits not requiring the addition of new building footage. Building and Combination Permit Fees shall be \$261 per hour for inspection time expended or the amounts set forth below, whichever is greater. These Building Permit Fees are in addition to the Permit Issuance Fee.

DESCRIPTION	2018-2019 ADOPTED		2019-2020 PROPOSED	
	FEE	FEE RANGE	FEE	FEE RANGE
Alterations: Windows/Doors #, replacement	1-10 Windows/Doors = 1 hour 11-20 Windows/Doors = 1.5 hours 21-50 Windows/Doors = 2 hours >50 Windows/Doors = 2 hours + .02 hours each window/door >50		No Change	
Scope of Work: HVAC Systems	Bldg = 1 hour / Plumb = 0 hours / Mech = 1 hour / Electrical = 1 hour		No Change	
Electrical Fixture: Light Poles	Minimum (minutes) = 60 / Time (minimum) per unit = 60 + 20 minutes each > 1		No Change	
Plumbing Fixture: Re-pipe	Minimum (minutes) = 60 / Time (minimum) per unit = 10		No Change	
Plumbing Fixture: Re-Pipe w/ Gyp Repair	Minimum (minutes) = 90 / Time (minimum) per unit = 60		No Change	
Plumbing Fixture: Re-Pipe w/ Gyp & Shear Repair	Minimum (minutes) = 120 / Time (minimum) per unit = 60		No Change	
Plumbing Fixture: Re-Pipe w/ Shear	Minimum (minutes) = 90 / Time (minimum) per unit = 60		No Change	

**SPECIFIC USE REGULATION AND POLICY REVIEW  
FEE SCHEDULE**

**Exhibit H**

Specific Use Regulation and Policy Review fees are applied in addition to the base fee applicable for all Development Permits (CUP, SUP, Site, PD) and PD Zonings. Planning Fees shall be \$291 per hour for planning work exceeding the base time included.

DESCRIPTION	2018-2019 ADOPTED		2019-2020 PROPOSED	
	FEE	FEE RANGE	FEE	FEE RANGE
After Midnight (additional charge for uses operating between midnight and 6a.m.) <sup>GP</sup>	\$8,920		\$9,271	
ALUC Referral	\$2,318		\$2,409	
Community ID/Gateway Signs	\$8,503		\$8,837	
Communications Hill Plan	\$336 per acre		No Change	
Day Care/Private School	\$12,076		\$12,550	
Conversion of residential units to a condominium (up to 25 units)	\$13,767 up to 25 units		\$14,308 up to 25 units	
Conversion of residential units to a condominium (each additional unit beyond 25)	\$33.00 per unit		\$34.00 per unit	
Drive-through	\$7,826		\$8,133	
Evergreen Specific Plan	\$1,140 per acre		No Change	
Gas Station Conversion	\$6,860		\$7,129	
Hazardous Waste Facility Subject to Tanner Legislation*	\$12,800		No Change	
HLC Referral	\$3,091		\$3,212	
Hotel Supportive Housing	\$1,159		\$1,204	
Live/Work	\$1,932		\$2,007	
Mobile Home Conversions to another use	\$16,716		\$17,372	
Mobile Home Park Conversion to Ownership	\$17,102		\$17,774	
Nightclubs and Bars	\$11,303		\$11,747	
Noise Exceeding Zoning Standards	\$6,473		\$6,727	
Offsale of Alcohol**	\$8,727		\$9,070	
Off-Site Parking, alternating or shared	\$8,638		\$8,977	
Uses where primary use is outdoors***	\$7,537		\$7,833	

**SPECIFIC USE REGULATION AND POLICY REVIEW  
FEE SCHEDULE**

**Exhibit H (Cont'd)**

Specific Use Regulation and Policy Review fees are applied in addition to the base fee applicable for all Development Permits (CUP, SUP, Site, PD) and PD Zonings. Planning Fees shall be \$291 per hour for planning work exceeding the base time included.

DESCRIPTION	2018-2019 ADOPTED		2019-2020 PROPOSED	
	FEE	FEE RANGE	FEE	FEE RANGE
Property within 100 feet of top of the bank of a streambed	\$10,822		\$11,247	
Property on slopes of 5% or greater	\$4,130		\$4,292	
SRO	\$3,670		\$3,815	
Standby/Back-up Power	\$1,450		\$1,507	
Temporary Outdoor Uses	\$4,799		\$4,987	
Wireless (non-building mounted)	\$7,140		\$7,420	

\* Applies only to applications for which rezoning was filed prior to July 1, 1990  
 \*\* Approved by City Council on March 24, 2009, Resolution #74841  
 \*\*\* Outdoor Use charge does not apply to an amendment to an existing permit

**BUILDING PERMIT PROCESSING FEES - RESIDENTIAL  
FEE SCHEDULE**

**Exhibit I**

Permit Issuance Fees for Residential projects are listed in the table below.

DESCRIPTION	2018-2019 ADOPTED		2019-2020 PROPOSED	
	FEE	FEE RANGE	FEE	FEE RANGE
<b>Residential</b>				
<b><u>New Construction</u></b>				
<b><u>Single Family (per model):</u></b>				
≤ 1,000 square feet	\$716		\$744	
1,000 square feet ≤ area ≤ 3,000 square feet	\$1,074		\$1,116	
> 3,000 square feet	\$1,074		\$1,116	
<b><u>Multi-Family (per building):</u></b>				
Multi-Family 0 - 10,000 sq. ft.	\$1,074		\$1,116	
Multi-Family 10,001 - 20,000 sq. ft.	\$1,790		\$1,860	
Multi-Family 20,001 - 40,000 sq. ft.	\$2,506		\$2,604	
<b><u>Addition/Alteration</u></b>				
≤ 750 sq. ft.	\$179		\$186	
750 sq. ft. ≤ area ≤ 2,250 sq. ft.	\$358		\$372	
≥ 2,250 sq. ft.	\$537		\$558	
Minor Permits / Itemized Scope of Work: Tier 1 - Combination of fixtures and/or Building Prescriptive items ≤ 40 minutes	\$89		\$93	
Minor Permits / Itemized Scope of Work: Tier 2 - Combination of fixtures and/or Building Prescriptive items ≤ 70 minutes	\$89		\$93	
Minor Permits / Itemized Scope of Work: Tier 3 - Combination of fixtures and/or Building Prescriptive items ≤ 130 minutes	\$179		\$186	
Minor Permits / Itemized Scope of Work: Tier 4 - Combination of fixtures and/or Building Prescriptive items ≤ 250 minutes	\$179		\$186	
<b><u>Alterations and Site Accessory</u></b>				
Accessory Structure (wood)	\$119		\$124	
Accessory Structure (masonry)	\$208		\$217	
Alteration Nonstructural	\$119		\$124	
Alteration Structural	\$208		\$217	
Antenna Tower	\$208		\$217	
Attic Conversion	\$208		\$217	
Awnings	\$119		\$124	
Balcony	\$208		\$217	
Bath	\$119		\$124	
Bay Windows	\$208		\$217	
Covered Porches	\$119		\$124	
Decks	\$208		\$217	
Dishes > 2' #	\$119		\$124	
Fence	\$119		\$124	



**BUILDING PERMIT PROCESSING FEES - RESIDENTIAL  
FEE SCHEDULE**

Exhibit I (Cont'd)

Permit Issuance Fees for Residential projects are listed in the table below.

DESCRIPTION	2018 - 2019 ADOPTED		2019 - 2020 PROPOSED	
	FEE	FEE RANGE	FEE	FEE RANGE
<b>Alterations and Site Accessory (Cont'd)</b>				
Fireplace (chimney rebuild)	\$119		\$124	
Foundation (repair, bolting, pier blocks, or pier posts)	\$208		\$217	
Garage Conversions	\$208		\$217	
Kitchen Major (structural alteration)	\$208		\$217	
Kitchen Minor	\$119		\$124	
Patio Covers (lattice or metal)	\$119		\$124	
Patio covers (wood)	\$208		\$217	
Re-siding/Stucco	\$119		\$124	
Re-roof	\$119		\$124	
Roof Structural Replacement	\$208		\$217	
Retaining Walls (masonry)	\$119		\$124	
Retaining Walls (wood)	\$119		\$124	
Screen Room (2 sided)	\$119		\$124	
Screen Room (3 sided)	\$208		\$217	
Skylights Domes	\$119		\$124	
Skylights Non-Structural	\$119		\$124	
Skylights Structural	\$208		\$217	
Spa/Hot Tub (plaster)	\$119		\$124	
Storage Shed	\$208		\$217	
Swimming Pool	\$119		\$124	
Walls	\$119		\$124	
Windows/doors	\$208		\$217	
Work Shop	\$208		\$217	
Unfinished Basement to Finish	\$208		\$217	
Unfinished Room to Finish	\$208		\$217	
Water Heater Replacement – Permit Center	\$44		\$46	
Water Heater Replacement – On-Line Permits	\$0		No Change	
<b>RS Garage</b>				
Attached Frames	Use sq. ft. in Addition/Alteration table for Permit Issuance		No Change	
Attached Masonry	Use sq. ft. in Addition/Alteration table for Permit Issuance		No Change	
Attached Open Carport	Use sq. ft. in Addition/Alteration table for Permit Issuance		No Change	
Detached Frames	Use sq. ft. in Addition/Alteration table for Permit Issuance		No Change	
Detached Masonry	Use sq. ft. in Addition/Alteration table for Permit Issuance		No Change	
Detached Open Carport	Use sq. ft. in Addition/Alteration table for Permit Issuance		No Change	
Garage Move	Use sq. ft. in Addition/Alteration table for Permit Issuance		No Change	
<b>Move Work Proposed</b>				
House Move	Use sq. ft. in Addition/Alteration table for Permit Issuance		No Change	
Modular Home	Use sq. ft. in Addition/Alteration table for Permit Issuance		No Change	

**BUILDING PLAN CHECKING FEES - RESIDENTIAL  
FEE SCHEDULE**

Exhibit J

Permit Plan Checking Fees for Residential projects are listed in the table below.

DESCRIPTION	2018 - 2019 ADOPTED		2019 - 2020 PROPOSED	
	FEE	FEE RANGE	FEE	FEE RANGE
<b>Residential</b>				
<b>New Construction Dwellings</b>				
<b>Single Family (per model):</b>				
≤ 1,000 square feet	\$1,968		\$2,040	
1,000 square feet ≤ area ≤ 3,000 square feet	\$3,690		\$3,825	
> 3,000 square feet	\$4,428		\$4,590	
<b>Multi-Family (per building):*</b>				
Multi-Family 0 - 10,000 sq. ft.	\$13,284		\$13,770	
Multi-Family 10,001 - 20,000 sq. ft.	\$21,402		\$22,185	
Multi-Family 20,001 - 40,000 sq. ft.	\$32,472		\$33,660	
Each additional 1,000 square feet	\$418		\$433	
<b>Addition/Alteration</b>				
≤ 750 sq. ft.	\$861		\$892	
750 sq. ft. ≤ area ≤ 2,250 sq. ft.	\$1,476		\$1,530	
≥ 2,250 sq. ft.	\$2,214		\$2,295	
Minor Permits / Itemized Scope of Work: Tier 1 - Combination of fixtures and/or Building Prescriptive items ≤ 40 minutes	\$0		No Change	
Minor Permits / Itemized Scope of Work: Tier 2 - Combination of fixtures and/or Building Prescriptive items ≤ 70 minutes	\$492		\$510	
Minor Permits / Itemized Scope of Work: Tier 3 - Combination of fixtures and/or Building Prescriptive items ≤ 130 minutes	\$492		\$510	
Minor Permits / Itemized Scope of Work: Tier 4 - Combination of fixtures and/or Building Prescriptive items ≤ 250 minutes	\$984		\$1,020	
<b>Addition/Alteration Combo Max Caps</b>				
Alteration (A1) Max	Use sq. ft. in Addition/Alteration table for Permit Plan Check		No Change	
Addition (A1) Max	Use sq. ft. in Addition/Alteration table for Permit Plan Check		No Change	
Add/Alt (A1) Max	Use sq. ft. in Addition/Alteration table for Permit Plan Check		No Change	
Alteration (A2) Max	Use sq. ft. in Addition/Alteration table for Permit Plan Check		No Change	
Addition (A2) Max	Use sq. ft. in Addition/Alteration table for Permit Plan Check		No Change	
Add/Alt (A2) Max	Use sq. ft. in Addition/Alteration table for Permit Plan Check		No Change	
RS Garage Max	Use sq. ft. in Addition/Alteration table for Permit Plan Check		No Change	
Accessory Max	Use sq. ft. in Addition/Alteration table for Permit Plan Check		No Change	

\* Approved by the City Council on June 13, 2017, Resolution 78210

**BUILDING PLAN CHECKING FEES - RESIDENTIAL  
FEE SCHEDULE**

Exhibit J (Cont'd)

Permit Plan Checking Fees for Residential projects are listed in the table below.

DESCRIPTION	2018-2019 ADOPTED		2019-2020 PROPOSED	
	FEE	FEE RANGE	FEE	FEE RANGE
<b>Addition/Alteration Combo Max Caps (Cont'd)</b>				
Combinations (add/alt, garage, acc) (A1)	Use sq. ft. in Addition/Alteration table for Permit Plan Check		No Change	
Combinations (add/alt, garage, acc) (A2)	Use sq. ft. in Addition/Alteration table for Permit Plan Check		No Change	
<b>Alterations</b>				
Alteration Structural (A1)	\$533		\$552	
Alteration Structural (A2)	\$533		\$552	
Alteration Nonstructural	\$164		\$170	
Attic Conversion	\$533		\$552	
Awning Aluminum	\$164		\$170	
Awning Canvas	\$164		\$170	
Balcony	\$533		\$552	
Baths Major Alts (fixtures moved)	\$164		\$170	
Baths Minor Alts	\$164		\$170	
Bay windows #	\$164		\$170	
Bay windows # (w/Floor)	\$164		\$170	
Covered Porch	\$164		\$170	
Deck 1 Story	\$533		\$552	
Deck 2 Story	\$533		\$552	
Dishes >2' #	\$164		\$170	
Fireplace (chimney rebuild) #	\$164		\$170	
Foundation Bolting (LnFt)	\$287		\$297	
Foundation Pier Blocks (each)	\$164		\$170	
Foundation Repair (LnFt)	\$533		\$552	
Garage Conversion	\$533		\$552	
Kitchens Major Alts	\$164		\$170	
Kitchens Minor Alts	\$164		\$170	
Patio cover (lattice)	\$287		\$297	
Patio cover (metal)	\$164		\$170	
Patio cover (wood)	\$287		\$297	
Residing/Stucco	\$164		\$170	
Roof structural replacement	\$287		\$297	
Screen Room (2 sided)	\$533		\$552	
Screen Room (3 sided)	\$533		\$552	
Skylight dome #	\$164		\$170	
Skylight non-structural #	\$164		\$170	
Skylight structural #	\$287		\$297	
Unfinished basement to finish	\$287		\$297	
Unfinished room to finish	\$287		\$297	
Walls (bearing)	\$287		\$297	
Walls (non-bearing)	\$164		\$170	
Walls (plumbing)	\$164		\$170	
Windows/Doors #	\$164		\$170	
Work Shop	\$533		\$552	

**BUILDING PLAN CHECKING FEES - RESIDENTIAL  
FEE SCHEDULE**

Exhibit J (Cont'd)

Permit Plan Checking Fees for Residential projects are listed in the table below.

DESCRIPTION	2018-2019 ADOPTED		2019-2020 PROPOSED	
	FEE	FEE RANGE	FEE	FEE RANGE
<b>RS Garage</b>				
Attached Framed	Use sq. ft. in Addition/Alteration table for Permit Plan Check		No Change	
Attached Masonry	Use sq. ft. in Addition/Alteration table for Permit Plan Check		No Change	
Attached Open Carport	Use sq. ft. in Addition/Alteration table for Permit Plan Check		No Change	
Detached Framed	Use sq. ft. in Addition/Alteration table for Permit Plan Check		No Change	
Detached Masonry	Use sq. ft. in Addition/Alteration table for Permit Plan Check		No Change	
Detached Open Carport	Use sq. ft. in Addition/Alteration table for Permit Plan Check		No Change	
Garage Move	Use sq. ft. in Addition/Alteration table for Permit Plan Check		No Change	
<b>Accessory Site</b>				
# Antenna Tower <=30'	\$287		\$297	
# Antenna Tower >30'	\$533		\$552	
Accessory Structure (wood)	\$533		\$552	
Accessory Structure (masonry)	\$533		\$552	
Deck Detached	\$533		\$552	
Dishes >2' #	\$164		\$170	
Fence (masonry)	\$164		\$170	
Fence (wood, chain link)	\$164		\$170	
Fence (wrought Iron)	\$164		\$170	
Patio cover (lattice)	\$287		\$297	
Patio cover (metal)	\$164		\$170	
Patio cover (wood)	\$287		\$297	
Residing/Stucco	\$164		\$170	
Retaining wall (masonry)	\$533		\$552	
Retaining wall (wood)	\$533		\$552	
Spa/Hot Tub (Plaster)	\$164		\$170	
Storage Shed (masonry)	\$533		\$552	
Storage Shed (wood)	\$533		\$552	
Swimming pool (Fiberglass)	\$164		\$170	
Swimming pool (plaster)	\$533		\$552	
Swimming pool (vinyl)	\$164		\$170	
<b>Move Work Proposed</b>				
House Move (A1)	Use sq. ft. in Addition/Alteration table for Permit Plan Check		No Change	
House Move (A2)	Use sq. ft. in Addition/Alteration table for Permit Plan Check		No Change	
Modular Home	Use sq. ft. in Addition/Alteration table for Permit Plan Check		No Change	

**BUILDING INSPECTION FEES - RESIDENTIAL  
FEE SCHEDULE**

**Exhibit K**

Permit Inspection Fees for Residential projects are listed in the table below.

DESCRIPTION	2018-2019 ADOPTED		2019-2020 PROPOSED	
	FEE	FEE RANGE	FEE	FEE RANGE
<b>Residential</b>				
<b>Single Family (per building):</b>				
≤ 1,000 square feet	\$3,514		\$3,654	
1,001 square feet ≤ area ≤ 3,000 square feet	\$4,267		\$4,437	
> 3,000 square feet	\$5,333		\$5,546	
<b>Multi-Family (per building):</b>				
Multi-Family 0 - 10,000 sq. ft.	\$9,789		\$10,179	
Multi-Family 10,001 - 20,000 sq. ft.	\$21,711		\$22,576	
Multi-Family 20,001 - 40,000 sq. ft.	\$40,662		\$42,282	
Each additional 1,000 sq. ft.	\$502		\$522	
<b>Addition/Alteration</b>				
< 750 sq. ft.	\$1,380		\$1,435	
750 sq. ft. ≤ area ≤ 2,250 sq. ft.	\$2,008		\$2,088	
> 2,250 sq. ft.	\$2,886		\$3,001	
Minor Permits / Itemized Scope of Work: Tier 1 - Combination of fixtures and/or Building Prescriptive items ≤ 40 minutes	\$125		\$130	
Minor Permits / Itemized Scope of Work: Tier 2 - Combination of fixtures and/or Building Prescriptive items ≤ 70 minutes	\$251		\$261	
Minor Permits / Itemized Scope of Work: Tier 3 - Combination of fixtures and/or Building Prescriptive items ≤ 130 minutes	\$502		\$522	
Minor Permits / Itemized Scope of Work: Tier 4 - Combination of fixtures and/or Building Prescriptive items ≤ 250 minutes	\$1,004		\$1,044	

**BUILDING INSPECTION FEES - RESIDENTIAL  
FEE SCHEDULE**

Exhibit K (Cont'd)

Permit Inspection Fees for Residential projects are listed in the table below.

DESCRIPTION	2018 - 2019 ADOPTED		2019 - 2020 PROPOSED	
	FEE	FEE RANGE	FEE	FEE RANGE
<b>Addition</b>				
Habitable area added (A1)	Use sq. ft. in Addition/Alteration table for Permit Inspection Fees		No Change	
Habitable area added (A2)	Use sq. ft. in Addition/Alteration table for Permit Inspection Fees		No Change	
Complete Rebuilds-1 Story	Use sq. ft. in Addition/Alteration table for Permit Inspection Fees		No Change	
Complete Rebuilds-2 Story	Use sq. ft. in Addition/Alteration table for Permit Inspection Fees		No Change	
Pool Cabana	Use sq. ft. in Addition/Alteration table for Permit Inspection Fees		No Change	
Unfinished Basement to Build	Use sq. ft. in Addition/Alteration table for Permit Inspection Fees		No Change	
Unfinished Basement to Finish	Use sq. ft. in Addition/Alteration table for Permit Inspection Fees		No Change	
Unfinished Room to Build	Use sq. ft. in Addition/Alteration table for Permit Inspection Fees		No Change	
Unfinished Room to Finish	Use sq. ft. in Addition/Alteration table for Permit Inspection Fees		No Change	
<b>Alterations</b>				
Alteration Structural	\$543		\$565	
Alteration Nonstructural	\$543		\$565	
Attic Conversion	\$543		\$565	
Awnings Aluminum	\$167		\$174	
Awnings Canvas	\$167		\$174	
Balcony	\$292		\$304	
Bath Major Alt (fixtures moved)	\$543 x # of units		\$565 x # of units	
Bath Minor Alts	\$543 x # of units		\$565 x # of units	
Bay windows #	\$292		\$304	
Bay windows # (w/Floor)	\$543		\$565	
Covered Porches	\$543		\$565	
Decks 1 Story	\$292 x # of units		\$304 x # of units	
Decks 2nd Story	\$543 x # of units		\$565 x # of units	
Dishes >2#	\$167		\$174	
Fireplace (chimney rebuild) #	\$292		\$304	
Foundation Bolting (Ln Ft)	\$292		\$304	
Foundation Pier Blocks (each)	\$292		\$304	
Foundation Pier Posts (each)	\$292		\$304	
Foundation Repairs (Ln Ft)	\$543		\$565	
Garage Conversions	\$543		\$565	
Kitchens Major (Struct Alt)	\$543 x # of units		\$565 x # of units	
Kitchens Minor	\$543 x # of units		\$565 x # of units	
Patio Covers (lattice)	\$167		\$174	
Patio Covers (metal)	\$167		\$174	
Patio Covers (wood)	\$292		\$304	
Residing/Stucco	\$292		\$304	
Roof structural replacement	\$543		\$565	
Screen Room (2 sided)	\$543		\$565	
Screen Room (3 sided)	\$543		\$565	
Skylights domes #	\$167		\$174	
Skylights non-structural #	\$292		\$304	
Skylights structural #	\$292		\$304	
Walls (bearing)	\$543		\$565	
Walls (non-bearing)	\$543		\$565	
Walls (plumbing)	\$543		\$565	
Windows/Doors #, 1 – 10 replacement	\$292		\$304	

**BUILDING INSPECTION FEES - RESIDENTIAL  
FEE SCHEDULE**

Exhibit K (Cont'd)

Permit Inspection Fees for Residential projects are listed in the table below.

DESCRIPTION	2018-2019 ADOPTED		2019-2020 PROPOSED	
	FEE	FEE RANGE	FEE	FEE RANGE
<b>Alterations (Cont'd)</b>				
Windows/Doors, 11 – 20 replacement	\$543		\$565	
Windows/Doors, 21 – 50 replacement	\$543		\$565	
Windows/Doors, >50 replacement	\$543		\$565	
Windows/Doors #	\$543		\$565	
Work Shop	\$543		\$565	
<b>RS Garage</b>				
Attached Framed	Use sq. ft. in Addition/Alteration table for Permit Inspection Fees		No Change	
Attached Masonry	Use sq. ft. in Addition/Alteration table for Permit Inspection Fees		No Change	
Attached Open Carport	Use sq. ft. in Addition/Alteration table for Permit Inspection Fees		No Change	
Detached Framed	Use sq. ft. in Addition/Alteration table for Permit Inspection Fees		No Change	
Detached Masonry	Use sq. ft. in Addition/Alteration table for Permit Inspection Fees		No Change	
Detached Open Carport	Use sq. ft. in Addition/Alteration table for Permit Inspection Fees		No Change	
Garage Move	Use sq. ft. in Addition/Alteration table for Permit Inspection Fees		No Change	
<b>Accessory Site</b>				
Antenna Tower <=30'	\$292		\$304	
Antenna Tower >30'	\$292		\$304	
Accessory Structure (wood)	\$543		\$565	
Accessory Structure (masonry)	\$543		\$565	
Decks Detached	\$292		\$304	
Dishes >2'#	\$167		\$174	
Fence (masonry)	\$292		\$304	
Fence (wood, chain link)	\$292		\$304	
Fence (wrought Iron)	\$292		\$304	
Patio Covers (lattice)	\$167		\$174	
Patio Covers (metal)	\$167		\$174	
Patio Covers (wood)	\$292		\$304	
Retaining walls (masonry)	\$543		\$565	
Retaining walls (wood)	\$543		\$565	
Spa/Hot Tub (plaster)	\$543		\$565	
Storage Shed (masonry)	\$543		\$565	
Storage Shed (wood)	\$543		\$565	
Swimming pool (Fiberglass)	\$543		\$565	
Swimming pool (plaster)	\$543		\$565	
Swimming pool (vinyl)	\$543		\$565	
<b>Move Work Proposed</b>				
House Move	Use sq. ft. in Addition/Alteration table for Permit Inspection Fees		No Change	
Modular Home	Use sq. ft. in Addition/Alteration table for Permit Inspection Fees		No Change	

**BUILDING PERMIT PROCESSING FEES - NON-RESIDENTIAL  
FEE SCHEDULE**

Exhibit L

Permit Issuance Fees for Non-Residential projects are listed in the table below.

DESCRIPTION	2018 - 2019 ADOPTED		2019 - 2020 PROPOSED	
	FEE	FEE RANGE	FEE	FEE RANGE
<b>Non-Residential</b>				
<b><u>New Construction - Shell (sq. ft.)</u></b>				
0 - 2,500 square feet	\$716		\$744	
2,501 square feet ≤ area ≤ 10,000 square feet	\$1,432		\$1,488	
10,001 square feet ≤ area ≤ 20,000 square feet	\$2,148		\$2,232	
Greater than 20,000 square feet	\$2,864		\$2,976	
<b><u>Finish Interior &amp; Tenant Improvement (sq. ft.)</u></b>				
501 - 2,500 square feet	\$358		\$372	
2,501 square feet ≤ area ≤ 10,000 square feet	\$358		\$372	
10,001 square feet ≤ area ≤ 20,000 square feet	\$537		\$558	
20,001 square feet ≤ area ≤ 40,000 square feet	\$626		\$744	
Minor Permits / Itemized Scope of Work: Tier 1 - Combination of fixtures and/or Building Prescriptive items ≤ 40 minutes	\$89		\$93	
Minor Permits / Itemized Scope of Work: Tier 2 - Combination of fixtures and/or Building Prescriptive items ≤ 70 minutes	\$89		\$93	
Minor Permits / Itemized Scope of Work: Tier 3 - Combination of fixtures and/or Building Prescriptive items ≤ 130 minutes	\$179		\$186	
Minor Permits / Itemized Scope of Work: Tier 4 - Combination of fixtures and/or Building Prescriptive items ≤ 250 minutes	\$179		\$186	
<b><u>Alterations and Site Accessory</u></b>				
Accessory Structure (wood)	\$209		\$217	
Accessory Structure (masonry)	\$209		\$217	
ATM	\$119		\$124	
Awnings	\$119		\$124	
Canopy Structure	\$387		\$403	
Cooling Tower	\$209		\$217	
Damage Repair	\$209		\$217	
Demising Walls Only	\$209		\$217	
Demo Interior Walls	\$209		\$217	
Deck Repairs	\$209		\$217	
Façade Changes	\$387		\$403	



**BUILDING PERMIT PROCESSING FEES - NON-RESIDENTIAL  
FEE SCHEDULE**

Exhibit L (Cont'd)

Permit Issuance Fees for Non-Residential projects are listed in the table below.

DESCRIPTION	2018-2019 ADOPTED		2019-2020 PROPOSED	
	FEE	FEE RANGE	FEE	FEE RANGE
<b>Alterations and Site Accessory (Cont'd)</b>				
Fountains	\$209		\$217	
Hood Installations	\$119		\$124	
HVAC Systems	\$119		\$124	
Masonry Fence	\$119		\$124	
Occupancy Changes	\$119		\$124	
Permit to Final	\$119		\$124	
Racks	\$209		\$217	
Rated Corridors	\$119		\$124	
Re-roof	\$119		\$124	
Restroom Alterations	\$119		\$124	
Retaining Walls	\$119		\$124	
Seismic Upgrades	\$387		\$403	
Signs	\$119		\$124	
Skylights Non-Structural	\$119		\$124	
Skylights Structural	\$209		\$217	
Sound Walls	\$119		\$124	
Spray Booth	\$119		\$124	
Swimming Pool	\$209		\$217	
T-Bar Ceilings	\$119		\$124	
Tools	\$209		\$217	
Trailers Installed	\$209		\$403	
Trellis(s) Patio Covers	\$119		\$217	
<b>Garage</b>				
0 - 10,000 square feet	Use Non-Residential Addition/Alteration sq. ft. table for permit issuance		No Change	
10,000 < area < 50,000 square feet	Use Non-Residential Addition/Alteration sq. ft. table for permit issuance		No Change	
Greater than 50,000 square feet	Use Non-Residential Addition/Alteration sq. ft. table for permit issuance		No Change	

**BUILDING PLAN CHECKING FEES - NON-RESIDENTIAL  
FEE SCHEDULE**

**Exhibit M**

Permit Plan Checking Fees for Non-Residential projects are listed in the table below.

DESCRIPTION	2018-2019 ADOPTED		2019-2020 PROPOSED	
	FEE	FEE RANGE	FEE	FEE RANGE
<b>Non-Residential</b>				
<b>New Construction - Shell (sq. ft.)</b>				
0 - 2,500 sq. ft.	\$4,305		\$4,462	
2,501 sq. ft. ≤ area ≤ 10,000 sq. ft.	\$8,241		\$8,542	
10,001 sq. ft. ≤ area ≤ 20,000 sq. ft.	\$13,038		\$13,515	
20,001 sq. ft. ≤ area ≤ 40,000 sq. ft.	\$16,605		\$17,212	
Each additional 1,000 sq. ft. beyond 40,000 sq. ft.	\$172		\$178	
<b>Finish Interior &amp; Tenant Improvement (sq. ft.)</b>				
0- 2,500 square feet	\$2,952		\$3,060	
2,501 square feet ≤ area ≤ 10,000 square feet	\$4,920		\$5,100	
10,001 square feet ≤ area ≤ 20,000 square feet	\$8,118		\$8,415	
20,001 square feet ≤ area ≤ 40,000 square feet	\$12,423		\$12,877	
Each additional 1,000 sq. ft. beyond 40,000 sq. ft.	\$172		\$178	
Minor Permits / Itemized Scope of Work: Tier 1 - Combination of fixtures and/or Building Prescriptive items ≤ 40 minutes	\$0		No Change	
Minor Permits / Itemized Scope of Work: Tier 2 - Combination of fixtures and/or Building Prescriptive items ≤ 70 minutes	\$492		\$510	
Minor Permits / Itemized Scope of Work: Tier 3 - Combination of fixtures and/or Building Prescriptive items ≤ 130 minutes	\$492		\$510	
Minor Permits / Itemized Scope of Work: Tier 4 - Combination of fixtures and/or Building Prescriptive items ≤ 250 minutes	\$984		\$1,020	
<b>Garage (Sq. Ft.)</b>				
0 - 10,000 square feet	Use Non-Residential Shell sq. ft. table for permit plan check fees		No Change	
10,000 < area < 50,000 square feet	Use Non-Residential Shell sq. ft. table for permit plan check fees		No Change	
Greater than 50,000 square feet	Use Non-Residential Shell sq. ft. table for permit plan check fees		No Change	

**BUILDING INSPECTION FEES - NON-RESIDENTIAL  
FEE SCHEDULE**

Exhibit N

Permit Inspection Fees for Non-Residential projects are listed in the table below.

DESCRIPTION	2018-2019 ADOPTED		2019-2020 PROPOSED	
	FEE	FEE RANGE	FEE	FEE RANGE
<b>Non-Residential</b>				
<b>New Construction - Shell (sq. ft.)</b>				
0 - 2,500 square feet	\$3,012		\$3,132	
2,501 square feet ≤ area ≤ 10,000 square feet	\$5,522		\$5,742	
10,001 square feet ≤ area ≤ 20,000 square feet	\$11,985		\$12,462	
20,001 square feet ≤ area ≤ 40,000 square feet	\$14,683		\$15,268	
Each additional 1,000 sq. ft. beyond 40,000 sq. ft.	\$112		\$117	
<b>Finish Interior &amp; Tenant Improvement (sq. ft.)</b>				
0- 2,500 square feet	\$878		\$913	
2,501 square feet ≤ area ≤ 10,000 square feet	\$2,823		\$2,936	
10,001 square feet ≤ area ≤ 20,000 square feet	\$6,463		\$6,720	
20,001 square feet ≤ area ≤ 40,000 square feet	\$14,683		\$15,268	
Each additional 1,000 sq. ft. beyond 40,000 sq. ft.	\$200		\$208	
Minor Permits / Itemized Scope of Work: Tier 1 - Combination of fixtures and/or Building Prescriptive items ≤ 40 minutes	\$125		\$130	
Minor Permits / Itemized Scope of Work: Tier 2 - Combination of fixtures and/or Building Prescriptive items ≤ 70 minutes	\$251		\$261	
Minor Permits / Itemized Scope of Work: Tier 3 - Combination of fixtures and/or Building Prescriptive items ≤ 130 minutes	\$502		\$522	
Minor Permits / Itemized Scope of Work: Tier 4 - Combination of fixtures and/or Building Prescriptive items ≤ 250 minutes	\$1,004		\$1,044	
<b>Garage (Sq. Ft.)</b>				
0 - 10,000 square feet	Use Non-Residential Shell sq. ft. table for permit inspection fees		No Change	
10,000 < area < 50,000 square feet	Use Non-Residential Shell sq. ft. table for permit inspection fees		No Change	
Greater than 50,000 square feet	Use Non-Residential Shell sq. ft. table for permit inspection fees		No Change	

**BUILDING PRESCRIPTIVE ITEM FEES - NON-RESIDENTIAL  
FEE SCHEDULE**

**Exhibit O**

Prescriptive Item Fees for Non-Residential projects are listed in the table below.

DESCRIPTION	2018-2019 ADOPTED		2019-2020 PROPOSED	
	FEE	FEE RANGE	FEE	FEE RANGE
<b>Garage (Sq. Ft.) (Cont'd)</b>				
Antenna	\$1,697		\$1,763	
ADA Upgrade	\$1,697		\$1,763	
Awnings/Trellis(s) Patio Covers	\$1,195		\$1,241	
Canopy Structure	\$1,776		\$1,844	
Deck Repairs (50 ft. increments)	\$1,195		\$1,241	
Façade Changes	\$2,278		\$2,366	
Permit to Final	\$787		\$818	
Retaining/Sound Walls (100 ft. increments)	\$944		\$980	
Signs	\$698		\$725	
Skylights, Non-Structural	\$944		\$980	
Swimming Pools	\$2,278		\$2,366	
Trailers Installed	\$1,451		\$1,508	

## **POLICE DEPARTMENT**

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### **Impact Analysis Report**

#### ***OVERVIEW***

Departmental fees are collected from both the public and other police agencies for services such as fingerprinting, computer searches, copying of public records, and releasing impounded vehicles. Certain businesses and activities are subject to regulation, and fees are charged to offset the costs for processing permits and licenses that accompany the regulatory process and to partially offset costs for related investigative work. Examples of these include permits and licenses for amusement devices, concealable firearm dealers, public dances, massage parlors, parades, cannabis establishments, and cardrooms. The majority of the fees in the Police Department are Category I (fees which should be cost recovery); the exception is the Police Recruit Academy fee, which is Category II (fees which may be more than or less than cost recovery).

The Police Department fee program for 2019-2020 reflects the results of a review of time and resources used in the permit process in 2018-2019 and implementation of City Council direction to bring all possible fee programs to the 100% cost recovery level. While the overall changes in revenue and costs are relatively small, significant changes were realized for individual fees based on a reevaluation of time, resources and activity levels. In many areas, costs and associated fees decreased primarily due to overhead rate reductions and time required for the fee. In other areas, fees are proposed to increase based on the time task analysis and costs. For those fees where

a reevaluation of time and activity resulted in a significant cost increase, a multi-year phase-in of the appropriate fee amount is recommended.

The majority of Department fees are in the 100% cost recovery category; however, the fee for Repossessed Vehicles is limited by State Law. The Police Recruit Academy Fee can also be set at either above or below cost recovery levels. The 2019-2020 fees and charges revenue totals \$5.9 million, or 92.3% cost recovery rate. This fee level is down from 2018-2019 fee revenue of \$6.9 million, and a 93.6% cost recovery rate. The drop in revenue primarily reflects lower receipts for Vehicle Impound Fees that were adjusted downwards as part of the 2018-2019 Mid-Year Budget Review based on a reevaluation of the time to process these permits as well as lower Cardroom Fee revenues based on updated cost information.

#### ***SUMMARY AND IMPACT OF PROPOSED FEE REVISIONS***

##### Existing Fees

The Department continues to conduct time analysis studies to evaluate the appropriate amount of costs to allocate to individual fees and permits administered. Fees are also adjusted periodically to reflect updated positions and indirect costs.

Based on these factors, the following fees are recommended to be decreased: Vehicle Impound Fee; Amusement Device; Funeral Escort; Cannabis Fees: Cannabis Annual Operating Fee,

## POLICE DEPARTMENT

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### ***SUMMARY AND IMPACT OF PROPOSED FEE REVISIONS***

Application Receipt, Delivery Vehicle Inspection Fee; Cardrooms: Regulation Fee; Work Permits: Employee Transfer Fee, New Fee, and Renewal Fee; Gaming Permit Registration - Non-Profit Fundraisers; Ice Cream Vendor; Miscellaneous Permits/Fees: License/Permit Transfer, Media Production Permit, and Replacement of ID Cards; Parade; Peddler Employee License Fee and Issue ID Card; Peep Show Establishment Application Fee; Periodicals Canvasser; Pool/Billiard Room; Public Dance Hall; Public Entertainment ID Card; Sales; Secondary Employment; Street Closing; Taxicab: Restricted Owner's License, Taxi Company Application, Taxi Company Renewal, and Taxi Driver's Permit Retest; and Tow Car: Private Property Tow and Inspection, and Tow Car Business New and Renewal.

The following fees are recommended to be increased due to time analysis studies: Fingerprinting; Photographs; CD; Public Records/Tapes; Visa Clearance Letters; Bingo; Cannabis Fees: Application Amendment Processing, Initial Application Processing, Renewal Registration Processing; Cardroom Work Permit Fee; Concealable Firearms; Crime Prevention Through Environmental Design; Event Promoter Permit; Massage Parlors: Massage Business Permit, Massage Ownership/Management New and Renewal; Miscellaneous Fees: One day Liquor Assessment and Press Pass; Pawnbroker/ Secondhand Dealers; Peddler: Approved Location Fees and Peddler Mobile Fees; Public Entertainment; Taxicab: Taxicab Driver's Permit – New & Renewal, Taxicab Vehicle Inspection and Reinspection; and Tow Car: Tow Car Driver New and Renewal.

Due to the large cost increase in certain areas as a result of a reevaluation of processing time, the following fee increases are recommended to be phased in over two and three years: Massage Parlors – Massage Business, Press Pass, Peddler-Fixed and Mobile, Taxicab Driver's Permit New and Renewal, Taxicab Vehicle Inspection and Taxicab Vehicle Reinspection, and Tow Car Driver Permit New and Renewal and Transfer.

Cannabis Regulation Fees were reviewed and revised based upon the current work associated with the fees by the Division of Cannabis Regulation.

A complete list of proposed fee revisions by service is located in the Summary of Proposed Fee Changes section of this document and in the tables that follow this section.

#### New Fees

##### *Massage Business Permit Renew:*

Included in the Proposed Fees and Charges is the addition of the Massage Business Permit Renew Fee for \$896.00 per renewal. The new fee will recover the cost associated with accepting, completing, and investigating the information provided in the application; for conducting a thorough criminal background investigation of the business, owners, managers and employees; a business premise inspection; and the issuance of the Massage Business Permit.

## **POLICE DEPARTMENT**

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### ***SUMMARY AND IMPACT OF PROPOSED FEE REVISIONS***

#### ***Massage– Reinspection:***

Also included is the addition of the Massage Business Reinspection Fee for \$271.00 per reinspection. The Fee will recover the cost associated for the preparation and filing of in-office inspection paperwork, and the re-inspection of a massage business premise when the business has failed its initial site inspection.

### ***NOTIFICATION***

The proposed Fees and Charges Report was released on May 3, 2019, allowing for minimum of 10 days for public review. Public input on fee proposals will be heard by the City Council at public hearings held on Tuesday, May 14, 2019 at 1:30 p.m. and Monday, June 10, 2019 at 6:00 p.m. in the Council Chambers.

# DEPARTMENTAL FEES AND CHARGES

# POLICE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PUBLIC SAFETY FEES - CATEGORY I</b>								
<b>1. Fingerprinting</b>								
1 General (Non-Criminal)	\$46.00 per set		\$57.00 per set (in addition to State Dept of Justice Fee)					
2 State Department of Justice (Reciprocal Services)	Current State fee (in addition to general fingerprinting fee above)		No Change					
<b>Sub-total Fingerprinting</b>								
<b>2. Photographs</b>								
1 Black & White - 3 1/2" x 5"	\$8.00 each		\$9.00 each					
2 Black & White - 5" x 7"	\$8.00 each		\$9.00 each					
3 Black & White - 8" x 10"	\$8.00 each		\$9.00 each					
4 CD	\$20.00 per CD		\$30.00 per CD					
5 Color - 3 1/2" x 5"	\$6.00 each		\$7.00 each					
6 Color - 4" x 6"	\$6.00 each		\$7.00 each					
7 Color - 5" x 7"	\$6.00 each		\$7.00 each					
8 Color 8" x 10"	\$6.00 each		\$7.00 each					
9 Miscellaneous Services	Billed at top salary step + fringe and related overhead		No Change					
<b>Sub-total Photographs</b>		<b>100.0%</b>		<b>4,910</b>	<b>3,500</b>	<b>3,450</b>	<b>71.3%</b>	<b>70.3%</b>
<b>3. Public Records/Tapes</b>								
1 Communications Dispatch Audio Tapes	Billed at top salary step + fringe and related overhead		No Change					
2 Computerized Searches - Public Records Act - Research	\$133.00 per hour		\$140.00 per hour					



# DEPARTMENTAL FEES AND CHARGES

# POLICE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PUBLIC SAFETY FEES - CATEGORY I</b>								
<b>3. Public Records/Tapes</b>								
3 Duplicate Tapes - Audio Tapes	\$6.00 per 60 minute tape		\$9.00 per 60 minute tape					
4 Duplicate Tapes - Audio Tapes	\$6.00 per 90 minute tape		\$9.00 per 90 minute tape					
5 Duplicate Tapes - Video Tapes	Billed at top salary step + fringe and related overhead		No Change					
6 Public Records - Public Records 11" x 17"	See Public Records Act Fees		No Change					
7 Public Records - Public Records 8.5" x 11"	See Public Records Act Fees		No Change					
8 Public Records - Traffic Accident Reports	\$16 per report		No Change					
<b>Sub-total Public Records/Tapes</b>		<b>38.7%</b>		<b>477,989</b>	<b>135,000</b>	<b>131,655</b>	<b>28.2%</b>	<b>27.5%</b>
<b>4. Repossessed Vehicles</b>								
1 Repossessed Vehicles	\$15 per vehicle		No Change					
<b>Sub-total Repossessed Vehicles</b>		<b>25.1%</b>		<b>78,146</b>	<b>15,000</b>	<b>16,500</b>	<b>19.2%</b>	<b>21.1%</b>
<b>5. Special Services</b>								
1 Bomb Detail Services	Billed at top salary step + fringe and related overhead		No Change					
2 Canine Unit Services	Billed at top salary step + fringe and related overhead		No Change					
3 Helicopter Lease Rate	Billed at top salary step + fringe and related overhead		No Change					
4 Other Miscellaneous Services	Billed at top salary step + fringe and related overhead or at actual cost to the City in the case of services provided under contract		No Change					

# DEPARTMENTAL FEES AND CHARGES

# POLICE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PUBLIC SAFETY FEES - CATEGORY I</b>								
<b>5. Special Services</b>								
5 Police Artist Services	Billed at top salary step + fringe and related overhead		No Change					
<b>Sub-total Special Services</b>				<b>5,000</b>	<b>5,000</b>	<b>5,000</b>	<b>100.0%</b>	<b>100.0%</b>
<b>6. Tow Service Dispatch</b>								
1 Tow Service Dispatch	\$8 per dispatch		No Change					
<b>Sub-total Tow Service Dispatch</b>		<b>99.5%</b>		<b>124,588</b>	<b>115,000</b>	<b>115,000</b>	<b>92.3%</b>	<b>92.3%</b>
<b>7. Vehicle Impound</b>								
1 Vehicle Impound Fee	\$290.00 per release		\$122.00 per release					
<b>Sub-total Vehicle Impound</b>		<b>92.4%</b>		<b>421,000</b>	<b>421,000</b>	<b>421,000</b>	<b>100.0%</b>	<b>100.0%</b>
<b>8. Visa Clearance Letters</b>								
1 Visa Clearance Letters	\$35.00 per letter		\$50.00 per letter					
<b>Sub-total Visa Clearance Letters</b>		<b>69.1%</b>		<b>10,520</b>	<b>7,000</b>	<b>8,750</b>	<b>66.5%</b>	<b>83.2%</b>
<b>SUB-TOTAL PUBLIC SAFETY FEES - CATEGORY I</b>		<b>77.6%</b>		<b>1,122,153</b>	<b>701,500</b>	<b>701,355</b>	<b>62.5%</b>	<b>62.5%</b>
<b>PUBLIC SAFETY FEES - CATEGORY II</b>								
<b>1. Police Recruit Academy Fee</b>								
1 Outside Agency Recruit Fee	\$6,300 per recruit per academy		No Change					
<b>Sub-total Police Recruit Academy Fee</b>								
<b>SUB-TOTAL PUBLIC SAFETY FEES - CATEGORY II</b>								
<b>PUBLIC SAFETY PERMITS - CATEGORY I</b>								
<b>1. Amusement Devices</b>								
1 Exhibitor Permit	\$272.00 + device fee		\$269.00 + device fee					
2 Location Permit	\$272.00 + device fee		\$269.00 + device fee					

# DEPARTMENTAL FEES AND CHARGES

# POLICE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PUBLIC SAFETY PERMITS - CATEGORY I</b>								
<b>1. Amusement Devices</b>								
3 Operator Permit	\$272.00 + device fee		\$269.00 + device fee					
4 Per Device	\$92.00 per year for each device		\$91.00 per year for each device					
<b>Sub-total Amusement Devices</b>		<b>97.8%</b>		<b>152,041</b>	<b>150,000</b>	<b>150,895</b>	<b>98.7%</b>	<b>99.2%</b>
<b>2. Bingo</b>								
1 General Permit	\$47.00 + 2.27% of monthly gross payouts		\$50.00 + 2.27% of monthly gross payouts					
2 General Permit Renewal	\$47.00 + 2.27% of monthly gross payouts		\$50.00 + 2.27% of monthly gross payouts					
3 Special One-Day Permit	\$47.00 + 2.27% of monthly gross payouts		\$50.00 + 2.27% of monthly gross payouts					
<b>Sub-total Bingo</b>		<b>99.3%</b>		<b>600</b>	<b>550</b>	<b>600</b>	<b>91.7%</b>	<b>100.0%</b>
<b>3. Cannabis Fees</b>								
1 Amendment processing fee	\$1,106 per application; plus Code Enforcement Hourly Inspection Fee of \$136/hour after 1 hour; plus Police Department Cannabis Sworn Hourly Investigation Fee of \$202/hour after 3.5 hours		\$1,416 per application; plus Code Enforcement Hourly Inspection Fee of \$136/hour after 1 hour; plus Police Department Cannabis Sworn Hourly Investigation Fee of \$202/hour after 3.5 hours					
2 Annual operating fee	\$150,610 per year, per collective/business		\$138,148 per year, per collective/business					
3 Application receipt fee (criminal background review)	\$212 per employee application (employees include owners, managers, and specified employees) + fingerprint + DOJ fees		\$72 per employee application (employees include owners, managers, and specified employees) + fingerprint + DOJ fees					

# DEPARTMENTAL FEES AND CHARGES

# POLICE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>PUBLIC SAFETY PERMITS - CATEGORY I</b>									
<b>3. Cannabis Fees</b>									
4 Code Enforcement Inspector hourly rate	See "Code Enforcement Inspector Rate" in the Department of Planning, Building and Code Enforcement section of this document		No Change						
5 Delivery vehicle inspection fee	\$49 per vehicle		\$47 per vehicle						
6 Fingerprint appointment - No show fee	50% of the Application Receipt fee if not cancelled prior to 24 hours. If rescheduled, applicant's No Show fee will be applied to the Application Receipt fee		No Change						
7 GPS Tracking Device	Actual cost		No Change						
8 GPS Tracking Device Monthly Monitoring Fee	Actual cost		No Change						
9 Initial application processing fee	\$3,103 per application; plus Code Enforcement Hourly Inspection Fee of \$136/hour after 6 hours; plus Police Department Cannabis Sworn Hourly Investigation Fee of \$202/hour after 9 hours		\$3,583 per application; plus Code Enforcement Hourly Inspection Fee of \$136/hour after 6 hours; plus Police Department Cannabis Sworn Hourly Investigation Fee of \$202/hour after 9 hours						
10 Planning services hourly inspection fee	See "Hourly Rate for Planning Services without Designated Fee" in the Department of Planning, Building and Code Enforcement section of this document		No Change						

**DEPARTMENTAL FEES AND CHARGES**

**POLICE**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PUBLIC SAFETY PERMITS - CATEGORY I</b>								
<b>3. Cannabis Fees</b>								
11 Police Department cannabis sworn hourly inspection fee	\$202 per hour		No Change					
12 Renewal registration processing fee	\$2,840 per application; plus Code Enforcement Hourly Inspection Fee of \$136/hour after 4 hours; plus Police Department Cannabis Sworn Hourly Investigation Fee of \$202/hour after 7 hours		\$3,135 per application; plus Code Enforcement Hourly Inspection Fee of \$136/hour after 4 hours; plus Police Department Cannabis Sworn Hourly Investigation Fee of \$202/hour after 7 hours					
13 Zoning code verification certificate application processing fee	\$2,358 per application; plus Planning Services Hourly Inspection Fee of \$280 per hour after 4 hours; plus Code Enforcement Hourly Inspection Fee of \$136 per hour after 4 hours		No Change					
<b>Sub-total Cannabis Fees</b>		<b>100.0%</b>		<b>2,617,485</b>	<b>2,646,080</b>	<b>2,597,051</b>	<b>101.1%</b>	<b>99.2%</b>
<b>4. Cardrooms</b>								
1 Appeal Hearing Deposit	The amount of anticipated costs, as determined by the City Attorney on a case-by-case basis, including, but not limited to, the fee charged by hearing officer and any other associated costs of recording the hearing		No Change					

# DEPARTMENTAL FEES AND CHARGES

# POLICE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

## PUBLIC SAFETY PERMITS - CATEGORY I

### 4. Cardrooms

2 Cardroom License Application Fee Deposit Note: The amounts will be specified in a guideline Schedule of Costs and Charges that will be published, maintained, and updated by the Administer of Gaming Control.	Cost of application processing, investigation, and holding the licensing hearing before the Police Chief, billed at top salary step, including benefits and overhead plus any actual costs such as, but not limited to, transportation, travel, and lodging for any City employees		No Change					
3 Cardroom Permit	\$1,000 per year		No Change					
4 Cardroom Permit Amendment Fee	\$5,000 per amendment		No Change					
5 Cardroom Regulation Fee	\$985,883 per Cardroom per year		\$863,816 per Cardroom per year					
6 Professional Services Fee for Consultant Hired for Financial and Compliance Review and Oversight by Administrator	Actual cost to the City of professional services performed in connection with an independent financial audit or review or a compliance audit or review of a permitted Cardroom		No Change					
7 Work Permit Fees - Employee Transfer Fee	\$410.00 per transfer		\$242.00 per transfer					
8 Work Permit Fees - New (Civilian Administration)	\$312.00 + fingerprint fees		\$430.00 + fingerprint fees					
9 Work Permit Fees - New (Sworn Administration)	\$524.00 + fingerprint fees		\$489.00 + fingerprint fees					
10 Work Permit Fees - Renewal (Civilian Administration)	\$312.00 + fingerprint fees		\$360.00 + fingerprint fees					

# DEPARTMENTAL FEES AND CHARGES

# POLICE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PUBLIC SAFETY PERMITS - CATEGORY I</b>								
<b>4. Cardrooms</b>								
11 Work Permit Fees - Renewal (Sworn Administration)	\$465.00 + fingerprint fees		\$410.00 + fingerprint fees					
<b>Sub-total Cardrooms</b>		<b>100.0%</b>		<b>1,894,655</b>	<b>2,059,631</b>	<b>1,889,558</b>	<b>108.7%</b>	<b>99.7%</b>
<b>5. Concealable Firearms</b>								
1 Concealable Firearms - Carrying Concealed Weapon	See fee structure per State law (Penal Code 26190)		See fee structure per State law (Penal Code 26190)					
2 Concealable Firearms - Dealer Annual Renewal/Change of Location	\$326.00 + any fee charged by the State Department of Justice		\$333.00 + any fee charged by the State Department of Justice					
3 Concealable Firearms - Dealer Initial Application	\$717.00 + any fee charged by the State Department of Justice		\$739.00 + any fee charged by the State Department of Justice					
<b>Sub-total Concealable Firearms</b>		<b>99.9%</b>						
<b>6. Crime Prevention Through Environmental Design</b>								
1 Crime Prevention Through Environmental Design	\$161.00 per hour		\$168.00 per hour					
<b>Sub-total Crime Prevention Through Environmental Design</b>		<b>99.6%</b>		<b>2,521</b>	<b>2,000</b>	<b>2,520</b>	<b>79.3%</b>	<b>100.0%</b>
<b>7. Disturbance</b>								
1 Disturbance Fee	Actual cost of response		No Change					
<b>Sub-total Disturbance</b>		<b>100.0%</b>		<b>1,000</b>		<b>1,000</b>		<b>100.0%</b>
<b>8. Event Promoter Permit</b>								
1 Event Promoter Permit	\$1,500.00 per 2 years		\$1,522.00 per 2 years					
<b>Sub-total Event Promoter Permit</b>								
<b>9. Funeral Escort</b>								
1 Operator Permit - Initial	\$323.00 initial permit		\$317.00 initial permit					

# DEPARTMENTAL FEES AND CHARGES

# POLICE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>PUBLIC SAFETY PERMITS - CATEGORY I</b>									
<b>9. Funeral Escort</b>									
2 Operator Permit - Renewal	\$138.00 per annual renewal		\$135.00 per annual renewal						
3 Vehicle Inspection Permit	\$115.00 annually		\$113.00 annually						
<b>Sub-total Funeral Escort</b>									
<b>10. Gaming Permit Registration - Non-Profit Fundraisers</b>									
1 Gaming Permit Registration - Non-Profit Fundraisers	\$323.00 per event		\$317.00 per event						
<b>Sub-total Gaming Permit Registration - Non-Profit Fundraisers</b>									
<b>11. Ice Cream Vendor</b>									
1 Ice Cream Business - New Permit	\$215.00 per permit + fingerprint fees		\$211.00 per permit + fingerprint fees						
2 Ice Cream Business - Renewal Fee	\$215.00 per permit + fingerprint fees		\$211.00 per permit + fingerprint fees						
3 Ice Cream Employee License - New Permit	\$277.00 per permit + fingerprint fees		\$271.00 per permit + fingerprint fees						
4 Ice Cream Employee License - Renewal Fee	\$277.00 per permit + fingerprint fees		\$271.00 per permit + fingerprint fees						
5 Ice Cream Truck Inspection	\$60.00 per 2 years		\$58.00 per 2 years						
<b>Sub-total Ice Cream Vendor</b>		<b>99.6%</b>		<b>3,865</b>	<b>3,500</b>	<b>3,865</b>	<b>90.6%</b>	<b>100.0%</b>	
<b>12. Massage Parlors</b>									
1 Massage Business Permit	\$1,430.00 per 2 years (includes initial inspection)		\$1,900.00 per 2 years (includes initial inspection)						
2 Massage Reinspection			\$271.00 per reinspection						
3 Massage Renew			\$896.00 per renewal						



# DEPARTMENTAL FEES AND CHARGES

# POLICE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PUBLIC SAFETY PERMITS - CATEGORY I</b>								
<b>12. Massage Parlors</b>								
4 Ownership/Management License	\$312.00 per initial permit		\$444.00 per initial permit					
5 Ownership/Management License Renewal	\$312.00 per 2 year renewal		\$399.00 per 2 year renewal					
<b>Sub-total Massage Parlors</b>		<b>73.5%</b>		<b>134,518</b>	<b>65,000</b>	<b>134,518</b>	<b>48.3%</b>	<b>100.0%</b>
<b>13. Miscellaneous Permits/Fees</b>								
1 License/Permit Transfer	\$40.00 per transfer		\$39.00 per transfer					
2 Media Production Permit	\$462.00 per permit		\$452.00 per permit					
3 One-Day Liquor Assessment	\$250.00 per permit		\$337.00 per permit					
4 Press Pass	\$100.00 per permit		\$150.00 per permit					
5 Replacement of ID Cards, Permits, & Licenses	\$40.00 per replacement		\$39.00 per replacement					
<b>Sub-total Miscellaneous Permits/Fees</b>		<b>68.8%</b>		<b>61,504</b>	<b>40,000</b>	<b>61,504</b>	<b>65.0%</b>	<b>100.0%</b>
<b>14. Parade</b>								
1 Parade Permit	\$215.00 per permit		\$211.00 per permit					
<b>Sub-total Parade</b>		<b>99.8%</b>		<b>844</b>	<b>500</b>	<b>844</b>	<b>59.2%</b>	<b>100.0%</b>
<b>15. Pawnbrokers/Secondhand Dealers</b>								
1 Pawnbroker License	\$504.00 initial issue + any fee charged by the State Department of Justice		\$580.00 initial issue + any fee charged by the State Department of Justice					
2 Pawnbroker License Renewal	\$504.00 annually + any fee charged by the State Department of Justice		\$580.00 annually + any fee charged by the State Department of Justice					

# DEPARTMENTAL FEES AND CHARGES

# POLICE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PUBLIC SAFETY PERMITS - CATEGORY I</b>								
<b>15. Pawnbrokers/Secondhand Dealers</b>								
3 Secondhand Dealers - Secondhand Jewelry Dealer/Secondhand Dealer License	\$504.00 initial issue + any fee charged by the State Department of Justice		\$580.00 initial issue + any fee charged by the State Department of Justice					
<b>Sub-total Pawnbrokers/Secondhand Dealers</b>		<b>85.0%</b>		<b>12,180</b>	<b>11,040</b>	<b>12,180</b>	<b>90.6%</b>	<b>100.0%</b>
<b>16. Peddler</b>								
Note: Costs for Approved Location Permits reflect investigation of one proposed location; investigation of additional locations will be billed at top salary step + fringe and related overhead.								
1 Approved Location Permit - New Permit	\$320.00 per 2 year permit (includes initial inspection fee)		\$400.00 per 2 year permit (includes initial inspection fee)					
2 Approved Location Permit - Renewal	\$320.00 per 2 year permit (includes initial inspection fee)		\$400.00 per 2 year permit (includes initial inspection fee)					
3 Approved Location Reinspection	\$320.00 per reinspection		\$400.00 per reinspection					
4 Employee License Fee	\$138.00 per 2 year renewal		\$135.00 per 2 year renewal					
5 Issue ID Card	\$40.00 per 2 year renewal		\$39.00 per 2 year renewal					
6 Peddler Mobile Permit - New Permit	\$230.00 per 2 year permit (includes initial inspection fee)		\$285.00 per 2 year permit (includes initial inspection fee)					
7 Peddler Mobile Permit - Renewal	\$230.00 per 2 year renewal (includes initial inspection fee)		\$285.00 per 2 year renewal (includes initial inspection fee)					
8 Peddler Mobile Reinspection	\$230.00 per reinspection		\$285.00 per reinspection					
<b>Sub-total Peddler</b>		<b>64.0%</b>		<b>9,328</b>	<b>6,000</b>	<b>5,865</b>	<b>64.3%</b>	<b>62.9%</b>

# DEPARTMENTAL FEES AND CHARGES

# POLICE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PUBLIC SAFETY PERMITS - CATEGORY I</b>								
<b>17. Peep Show Establishment</b>								
Note: Costs shown exclude investigative time.								
1 Application Fee	\$220.00 per 2 years		\$214.00 per 2 years					
2 Permit Inspection	See Fire Department Fees		No Change					
<b>Sub-total Peep Show Establishment</b>								
<b>18. Periodicals Canvasser</b>								
1 Canvasser of Periodicals Permit	\$74.00 every 2 years		\$72.00 every 2 years					
<b>Sub-total Periodicals Canvasser</b>								
<b>19. Pool/Billiard Room</b>								
Note: Costs shown exclude investigative time.								
1 Pool or Billiard Room License	\$462.00 per year		\$452.00 per year					
<b>Sub-total Pool/Billiard Room</b>		<b>99.9%</b>		<b>1,359</b>	<b>2,000</b>	<b>1,356</b>	<b>147.2%</b>	<b>99.8%</b>
<b>20. Public Dance Hall</b>								
1 New Permit - Class A & C	\$480.00 initial permit		\$471.00 initial permit					
2 New/Renewal - Class B	\$185.00 per permit		\$181.00 per permit					
3 Renewal - Class A & C	\$387.00 per annual renewal		\$381.00 per annual renewal					
<b>Sub-total Public Dance Hall</b>		<b>100.0%</b>		<b>1,033</b>	<b>200</b>	<b>1,033</b>	<b>19.4%</b>	<b>100.0%</b>
<b>21. Public Entertainment</b>								
1 Business Permit Fee	\$1,700.00 per 4 years		\$1,731.00 per 4 years					
2 Business Permit Renewal Fee	\$931.00 per 4 years		\$950.00 per 4 years					
3 Identification Card	\$40.00 per 2 years		\$39.00 per 2 years					

# DEPARTMENTAL FEES AND CHARGES

# POLICE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PUBLIC SAFETY PERMITS - CATEGORY I</b>								
<b>21. Public Entertainment</b>								
4 Management License Change of Venue Fee	\$197.00 per venue change		\$201.00 per venue change					
5 Management License Fee	\$885.00 per initial permit		\$899.00 per initial permit					
6 Management License Renewal Fee	\$497.00 per 2 year renewal		\$504.00 per 2 year renewal					
7 Ownership License Fee	\$885.00 per initial permit		\$899.00 per initial permit					
8 Ownership License Renewal Fee	\$497.00 per 4 year renewal		\$504.00 per 4 year renewal					
<b>Sub-total Public Entertainment</b>		<b>100.0%</b>		<b>12,705</b>	<b>25,000</b>	<b>12,705</b>	<b>196.8%</b>	<b>100.0%</b>
<b>22. Sales</b>								
1 Closing-Out Business Sales Permit (Bankruptcy, Fire, etc.) - 30-Day Renewal	\$92.00 per 30 day permit		\$90.00 per 30 day permit					
2 Closing-Out Business Sales Permit (Bankruptcy, Fire, etc.) - 60-Day Permit	\$92.00 per 60 day permit		\$90.00 per 60 day permit					
<b>Sub-total Sales</b>								
<b>23. Secondary Employment</b>								
1 New Permit	\$259.00 per year		\$244.00 per year					
2 Permit - Events Lasting 5 Days or Less	\$259.00 per event		\$244.00 per event					
3 Renewal Fee	\$259.00 per year		\$244.00 per year					
4 Schools/Public Entity	\$35 per year		No Change					
<b>Sub-total Secondary Employment</b>		<b>99.8%</b>		<b>53,769</b>	<b>60,000</b>	<b>43,575</b>	<b>111.6%</b>	<b>81.0%</b>

# DEPARTMENTAL FEES AND CHARGES

# POLICE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PUBLIC SAFETY PERMITS - CATEGORY I</b>								
<b>24. Street Closing</b>								
1 Temporary Street Closing Permit	\$250.00 per event		\$240.00 per event					
<b>Sub-total Street Closing</b>				<b>27,600</b>	<b>28,000</b>	<b>27,600</b>	<b>101.4%</b>	<b>100.0%</b>
<b>25. Taxicab</b>								
1 Restricted Owner's License	\$1,996.00 per company annually		\$1,952.00 per company annually					
2 Taxi Company Application	\$7,464.00 per application		\$7,287.00 per application					
3 Taxi Company Renewal	\$500.00 per application (1 year)		\$490.00 per application (1 year)					
4 Taxicab Driver's Permit - New	\$480.00 per initial permit		\$550.00 per initial permit					
5 Taxicab Driver's Permit - Renewal	\$135.00 per 2 year renewal		\$168.00 per 2 year renewal					
6 Taxicab Driver's Permit - Retest	\$315.00 per retest		\$308.00 per retest					
7 Taxicab Vehicle Inspection	\$123.00 per inspection		\$150.00 per inspection					
8 Taxicab Vehicle Reinspection	\$123.00 per reinspection		\$150.00 per reinspection					
<b>Sub-total Taxicab</b>		<b>60.9%</b>		<b>108,028</b>	<b>80,000</b>	<b>83,178</b>	<b>74.1%</b>	<b>77.0%</b>
<b>26. Tow Car</b>								
1 Private Property Tow	\$361.00 per application per 2 years (includes initial inspection fee)		\$354.00 per application per 2 years (includes initial inspection fee)					
2 Private Property Tow Reinspection	\$361.00 per reinspection		\$354.00 per reinspection					
3 Tow Car Business Permit - New Permit	\$323.00 per initial permit		\$317.00 per initial permit					

# DEPARTMENTAL FEES AND CHARGES

# POLICE

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PUBLIC SAFETY PERMITS - CATEGORY I</b>								
<b>26. Tow Car</b>								
4 Tow Car Business Permit - Renewal Fee	\$323.00 per 2 year renewal		\$317.00 per 2 year renewal					
5 Tow Car Driver - New Permit	\$177.00 per initial permit		\$220.00 per initial permit					
6 Tow Car Driver - Renewal Fee	\$177.00 per 2 year renewal		\$220.00 per 2 year renewal					
<b>Sub-total Tow Car</b>		<b>95.5%</b>		<b>120,048</b>	<b>150,000</b>	<b>119,059</b>	<b>125.0%</b>	<b>99.2%</b>
<b>SUB-TOTAL PUBLIC SAFETY PERMITS - CATEGORY I</b>		<b>97.3%</b>		<b>5,215,083</b>	<b>5,329,501</b>	<b>5,148,906</b>	<b>102.2%</b>	<b>98.7%</b>
<b>TOTAL DEPARTMENT - GENERAL FUND</b>				<b>6,337,236</b>	<b>6,031,001</b>	<b>5,850,261</b>	<b>95.2%</b>	<b>92.3%</b>
<b>TOTAL DEPARTMENT - Category I</b>				<b>6,337,236</b>	<b>6,031,001</b>	<b>5,850,261</b>	<b>95.2%</b>	<b>92.3%</b>
<b>TOTAL DEPARTMENT - Category II</b>								
<b>TOTAL DEPARTMENT</b>				<b>6,337,236</b>	<b>6,031,001</b>	<b>5,850,261</b>	<b>95.2%</b>	<b>92.3%</b>

## PUBLIC WORKS DEPARTMENT

### Impact Analysis Report

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#### ***OVERVIEW***

The Department of Public Works currently operates and administers four fee programs: the Development Fee Program, Utility Fee Program, Animal Care and Services (ACS), and the Use of City Hall fee programs. The Proposed Public Works Department Fees and Charges program for 2019- 2020 is estimated to collect \$14.6 million, reflecting a cost recovery rate of 62.3% (Category I – 90.4% and Category II – 24.9%). The Development Fee Program provides support and guidance to private customers that desire to do business within San José and operates on a 100% cost recovery basis; however, the current cost recovery rate for the Development Fee Program is 81.3%, due to the timing of fee receipts and expenditures. To bring this program to cost recovery, a 4% Development Fee increase and the use of the Public Works Fee Program Reserve (\$1.3 million) are recommended.

The Department also administers various fees for events at City Hall, as well as fees related to animal permits and licenses, animal adoptions, and other animal shelter services. In addition to the four fee programs, it should be noted that the Mexican Heritage Plaza (MHP) facility is currently operated by a private operator; therefore, the fees associated with this facility are not displayed in this document as they are suspended. However, they continue to be reflected in the Schedule of Fees and Charges Resolution.

#### ***Development Fee Program***

The Development Fee Program is responsible for the collection of various private development-related fees, such

as planning application review, traffic impact analysis, plan review and inspection of public improvements, review of subdivision maps, grading permits, geologic hazard clearances, and revocable encroachment permits.

As described above, this program operates on a 100% cost recovery basis by collecting service-related fees (i.e. plan checking/inspection) to offset the City’s costs of operating these programs. In addition to providing direct service-related support to customers, the Department also administers fee collection for various City programs, such as Utility Undergrounding, Sanitary and Storm Sewer Connections, and Geographic Information Systems (GIS) data extraction services.

In December 2016, City Council accepted the *City of San José Development Services Cost Recovery Analysis, Process Improvements, Calculation of Unearned Revenues, and Refund Processing Report* (Report) and directed the administration to evaluate and bring forward recommendations through the 2017-2018 and 2018-2019 budget processes and other subsequent Council actions to implement, to the extent possible, the recommendations in the report.

There have been two phases of fee adjustments thus far, and the third phase of fee increases are included in 2019-2020. In recent years, the Public Works Development Fee Program Reserve has been used to bridge any gaps between projected revenues and costs. The Fee adjustments, combined with process improvements and the planned implementation of the new permitting system in the coming fiscal years, will

## **PUBLIC WORKS DEPARTMENT**

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### ***OVERVIEW***

#### ***Development Fee Program (Cont'd.)***

help increase staff efficiency and improve the customer service experience while helping to ensure fiscal stability.

Public Works development activity in San José has recently began decreasing. As a result, Public Works Development fees are expected to generate \$7.6 million in 2019-2020, which is \$1.3 million less than the 2018-2019 estimated collection level of \$8.9 million. In addition, actions are included in the 2019-2020 Proposed Budget to fund shared resources that are not reflected in the Public Works Department. These shared resources include costs associated with limit-dated position extensions for the Integrated Permit System, as reflected in the Information Technology Department, and in the Planning, Building and Code Enforcement Department.

#### **Utility Fee Program**

The Utility Fee Program reviews, issues, and inspects utility excavation permits and encroachment permits to utility companies and other agencies.

Similar to the Development Fee Program, the Utility Fee Program operates on a 100% cost recovery basis by collecting service related fees (i.e. plan checking/permit issuance/inspection) to offset the City's costs of operating this program.

Utility activity in San José continues to remain very strong due to steady permitting and maintenance-related construction activities, and has consistently exceeded

estimated levels since 2015-2016. In 2019-2020, Public Works Utility fees are expected to generate \$4.4 million, which is \$400,000 above the original 2018-2019 estimated collection level of \$4.0 million.

After accounting for all base changes and 2019-2020 Proposed Budget actions for the Public Works Development Fee Program (Utility Fees and Non-Utility Fees), a reduction of \$2.4 million to the Fee Program Reserve is necessary to keep the program 100% cost recovery. As a result, the 2019-2020 Reserve is anticipated to total \$4.5 million, which will be needed for works in progress.

#### **Small Cell Program**

In 2019-2020, Small Cell Program revenue and costs are anticipated at \$2.7 million. The 2019-2020 Proposed Budget recommends the addition of 2.0 positions (1.0 Senior Engineer and 1.0 Engineer positions) to support the delivery of the small cell permitting work. This cost is fully offset by increased revenue in 2019-2020.

#### ***Non-Development Fees***

The Public Works Department is responsible for the collection of various fees for events at City Hall. The fee structure for events was established to partially offset the costs of operating and maintaining spaces for public use while ensuring that the facility is accessible and affordable for the community. There are no fee increases recommended in the 2019-2020 Proposed Budget.



***OVERVIEW***

***Non-Development Fees (Cont'd.)***

In addition, the Department collects fees related to animal permits, licenses, adoptions, and other animal shelter services. The Department recently completed an in-depth time analysis study for Animal Care and Services fees, paying special attention to the Category II fee program, which are fees that may be less than or more than cost recovery. In order to continue to bring fees closer to cost recovery levels in 2019-2020, there are several fee increases that are recommended as part of this report.

***SUMMARY AND DISCUSSION OF PROPOSED FEE REVISIONS***

***Development Fee Program***

As mentioned above, in December of 2016, City Council accepted the *City of San José Development Services Cost Recovery Analysis, Process Improvements, Calculation of Unearned Revenues, and Refund Processing Report* (Report) and directed the administration to evaluate and bring forward recommendations to implement, to the extent possible, recommendations made in the Report.

The Public Works Development Fee Program completed the first and second phases of fee increases toward bringing the program closer to cost recovery. Phase one fee increases were implemented in 2017-2018, and phase two adjustments were rolled out in 2018-2019. The 2019-2020 proposed fee increases are primarily intended to address cost increases.

Additionally, a number of new fees are intended to streamline and improve cost recovery as recommended in the Report. The new fees include: Certificate of Compliance for Tentative Map (\$813); Vehicle Miles Traveled (VMT) Analysis (time and materials); Existing Accessory Structure: substantial improvement requiring floodproof mitigation (\$309); Existing Structure: substantial improvement requiring floodproof mitigation (\$309); and Field Inspection of Finished Construction (2<sup>nd</sup> inspection +) (\$155 plus record retention).

***Non-Development Fees***

City Hall Use fees – which include the Rotunda and mezzanine, outdoor plaza, and committee meeting rooms – were reevaluated and adjusted in 2018-2019 to ensure that rental and usage fees were in alignment with current market conditions. No new fees are recommended in 2019-2020. However, due to the transition back to the Public Works Event Services section for the administration and management of City Hall and 4<sup>th</sup> Street Banquet Hall space rentals and reservations, a slight decrease in revenue generating activities has resulted in a lower cost recovery rate of 32%. The department will continue to focus on revenue generating activities in 2019-2020.

The standard fees associated with compliance with the Public Records Act (Document Delivery, Document Scanning, Duplications Services, and Electronic Media) are consolidated for ease of reference under the Public Records Act section in the Office of the City Clerk.

**PUBLIC WORKS DEPARTMENT**

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***SUMMARY AND DISCUSSION OF PROPOSED FEE REVISIONS***

***Non-Development Fees (Cont'd.)***

Based on an analysis of projected costs to deliver services in 2019-2020, Animal Care and Services (ACS) Category I fees are recommended to be adjusted to better align costs with revenues. Recommended fee adjustments in Category I include: Animal Event Permit Fees; Animal Permit Fees; Inspection Fees; and Permit Application Fees. In addition, in line with the above-mentioned cost-recovery analysis, the Category II recommended fee adjustments include: Board and Impound Fees and Adoption Hold Fees. For 2019-2020, ACS continues to balance the department's cost recovery goals and the need to ensure access to services for residents.

The recommended fee adjustments and all the new fees are listed in the Summary of Proposed Changes section of this document and in the tables that follow this section.

***NOTIFICATION***

The Proposed Fees and Charges Report was released on May 3, 2019, allowing for a minimum of 10 days for public review. Public input on fee proposals will be heard by the City Council at public hearings held on Tuesday, May 14, 2019 at 1:30 p.m. and Monday, June 10, 2019, at 6:00 p.m. in the Council Chambers.

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>ANIMAL CARE SERVICES - CATEGORY I</b>								
<b>1. Animal Event Permit Fees</b>								
1 Large animals event permit (limited engagements or short term events)	\$1,844 per permit; plus applicable application fee (includes initial inspection)		\$1,919 per permit; plus applicable application fee (includes initial inspection)					
2 Observation of handling animals during an event (includes 3 hours of 1 Animal Control Officer)	\$472 per Animal Control Officer per event		\$545 per Animal Control Officer per event					
3 Observation of handling animals during an event (includes 3 hours of 1 Senior Animal Control Officer)	\$607 per Senior Animal Control Officer per event		\$622 per Senior Animal Control Officer per event					
<b>Sub-total Animal Event Permit Fees</b>								
<b>2. Animal Permit Fees</b>								
1 Animal facilities and animal event permit - non-private kennels	\$315 annually; plus applicable application fee (includes initial inspection)		\$364 annually; plus applicable application fee (includes initial inspection)					
2 Animal facilities permit - private kennels	\$282 annually; plus applicable application fee (includes initial inspection)		\$364 annually; plus applicable application fee (includes initial inspection)					
3 Beekeeping permit	\$282; plus applicable application fee (2 year permit, includes initial inspection)		\$364; plus applicable application fee (2 year permit, includes initial inspection)					
4 Dangerous animal permit (to keep a dangerous animal other than a vicious dog)	\$315 annually; plus applicable application fee (includes initial inspection)		\$364 annually; plus applicable application fee (includes initial inspection)					
5 Dangerous dog permit (permit fee including tags)	\$654 per permit; plus applicable application fee (includes initial inspection)		\$685 per permit; plus applicable application fee (includes initial inspection)					

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>ANIMAL CARE SERVICES - CATEGORY I</b>								
<b>2. Animal Permit Fees</b>								
6 Dangerous dog permit renewal	\$407 per permit; plus applicable application fee (includes initial inspection)		\$425 per permit; plus applicable application fee (includes initial inspection)					
7 Keeping of animals, fowl, or livestock permit	\$282 per permit; plus applicable application fee (2 year permit, includes initial inspection)		\$364 per permit; plus applicable application fee (2 year permit, includes initial inspection)					
<b>Sub-total Animal Permit Fees</b>		<b>85.9%</b>		<b>52,345</b>	<b>44,875</b>	<b>49,694</b>	<b>85.7%</b>	<b>94.9%</b>
<b>3. Inspection Fees</b>								
1 Additional inspection time (30 minute increments, already on-site)	\$59 per 30 minute increment or portion thereof		\$68 per 30 minute increment or portion thereof					
2 Inspection fee (1 hour included)	\$282 per inspection		\$364 per inspection					
3 Re-inspection fee (30 minute inspection, includes travel)	\$177 per re-inspection plus additional inspection time as applicable		\$204 per re-inspection plus additional inspection time as applicable					
<b>Sub-total Inspection Fees</b>								
<b>4. Permit Application Fees</b>								
1 Animal permit application	\$178 per permit		\$197 per permit					
2 Animal permit application renewal fee	\$93 per permit		\$106 per permit					
3 Dangerous animal permit application fee	\$178 per permit		\$197 per permit					
4 Dangerous dog permit application	\$178 per permit		\$197 per permit					
<b>Sub-total Permit Application Fees</b>		<b>86.4%</b>		<b>12,240</b>	<b>10,888</b>	<b>12,210</b>	<b>89.0%</b>	<b>99.8%</b>
<b>SUB-TOTAL ANIMAL CARE SERVICES - CATEGORY I</b>		<b>86.0%</b>		<b>64,585</b>	<b>55,763</b>	<b>61,904</b>	<b>86.3%</b>	<b>95.8%</b>

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

## ANIMAL CARE SERVICES - CATEGORY II

### 1. Adoption Fees

Note: A detailed listing of the fee for each animal will be posted on the Animal Care and Services website at [www.sanjoseanimals.com](http://www.sanjoseanimals.com).

1 Adoption fee increases	Established by the Director of Public Works or Designee		No Change					
2 Adoption hold fee - cat board	\$11 per day or portion thereof		No Change					
3 Adoption hold fee - dog board	\$15 per day or portion thereof		\$20 per day or portion thereof					
4 Adoption hold fee - other small animal board (excludes cat or dog)	\$10 per day or portion thereof		No Change					
5 Dog & cat adoptions (includes spay/neuter, vaccinations, microchip, and one-year license)	Established by the Director of Public Works or Designee		No Change					
6 Other animal adoptions (not including cats, dogs, or rabbits)	Established by the Director of Public Works or Designee		No Change					
7 Other fee reduction	Established by the Director of Public Works or Designee		No Change					
8 Promotional adoption fee	Established by the Director of Public Works or Designee		No Change					
9 Rabbit adoptions (includes spay/neuter and microchip)	Established by the Director of Public Works or Designee		No Change					

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>ANIMAL CARE SERVICES - CATEGORY II</b>								
<b>1. Adoption Fees</b>								
10 Senior citizen discount (does not include animals on sale for promotional events)	20% off posted price		No Change					
<b>Sub-total Adoption Fees</b>		<b>16.4%</b>		<b>1,177,174</b>	<b>265,000</b>	<b>265,000</b>	<b>22.5%</b>	<b>22.5%</b>
<b>2. Board and Impound Fees</b>								
1 Animal returned to owner transaction fee	\$20		No Change					
2 Boarding fee - cat	\$12 per day or portion thereof		No Change					
3 Boarding fee - dog	\$20 per day or portion thereof		No Change					
4 Boarding fee - large livestock (over 100 pounds)	Actual costs		No Change					
5 Impound - large livestock (100 pounds or over)	Actual costs		No Change					
6 Impound - licensed cat or dog	\$22		\$23					
7 Impound - other small animal (other than dog, cat, or small livestock under 100 pounds)	\$21		\$22					
8 Impound - unlicensed cat or dog	\$40		No Change					
9 Other Impound- small animals other than cat	\$21		\$22					
10 Other boarding fee - small animals other than cat or dog, includes small livestock under 100 pounds	\$10 per day or portion thereof		No Change					
11 Transport fee	\$50		No Change					
<b>Sub-total Board and Impound Fees</b>		<b>82.5%</b>		<b>284,143</b>	<b>225,000</b>	<b>226,000</b>	<b>79.2%</b>	<b>79.5%</b>

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>ANIMAL CARE SERVICES - CATEGORY II</b>								
<b>3. Disposal/Euthanasia Fees</b>								
1 Disposal fee for licensed dog or cat	No charge		No Change					
2 Disposal fee for licensed dog or cat - in the field	Transport fee		No Change					
3 Disposal fee for unlicensed cat, dog, other small animal, or small livestock under 100 pounds	\$10		No Change					
4 Euthanasia fee - large animal over 100 pounds	Actual costs		No Change					
5 Euthanasia fee - large animal surcharge in the field	\$40 plus disposal fee and transport fee		No Change					
6 Euthanasia fee for licensed or unlicensed dog, cat, other small animal, or small livestock under 100 pounds at the shelter	\$20		No Change					
7 Transport fee	\$50		No Change					
<b>Sub-total Disposal/Euthanasia Fees</b>		<b>46.0%</b>		<b>39,410</b>	<b>17,840</b>	<b>17,840</b>	<b>45.3%</b>	<b>45.3%</b>
<b>4. License Fees</b>								
Note: License only valid with proof of current rabies vaccine.								
1 Cat license fee - for three years if spayed and neutered	\$30 for 3 years		No Change					
2 Cat license fee - if not spayed or neutered	\$35 per year		No Change					

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>ANIMAL CARE SERVICES - CATEGORY II</b>									
<b>4. License Fees</b>									
3 Cat license fee - if spayed or neutered	\$15 per year		No Change						
4 Dog license fee - for three years if spayed or neutered	\$50 for 3 years		No Change						
5 Dog license fee - if not spayed or neutered	\$65		No Change						
6 Dog license fee - if spayed or neutered	\$25		No Change						
7 Exemption from cat license fee for senior citizens with a spayed or neutered cat	No charge		No Change						
8 Exemption from dog license fee for law enforcement dog	No charge		No Change						
9 Exemption from dog license fee for senior citizens with a spayed or neutered dog	No charge		No Change						
10 Exemption from dog license for guiding dog (for blind, deaf or physically disabled)	No charge		No Change						
11 License late fee - imposed for application received within 30 days after issuance of administrative citation for failing to license after expiration when the citation is not appealed	\$45		No Change						
12 Penalty for late application or renewal	\$15		No Change						



# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>ANIMAL CARE SERVICES - CATEGORY II</b>								
<b>4. License Fees</b>								
13 Tag replacement - replace previously issued tag after loss	\$4		No Change					
<b>Sub-total License Fees</b>		<b>28.2%</b>		<b>7,291,980</b>	<b>1,460,308</b>	<b>1,470,308</b>	<b>20.0%</b>	<b>20.2%</b>
<b>5. Other Charges</b>								
1 Animal facilities permits late renewal penalty	\$20		No Change					
2 Animal product sales	Established by the Director of Public Works or Designee		No Change					
3 Charge for special services	Actual labor costs plus overhead		No Change					
4 Dangerous animal permit late renewal fee	\$35		No Change					
5 Dangerous dog permit late registration fee	\$35		No Change					
6 Dangerous dog permit late renewal fee	\$35		No Change					
7 Dangerous, potentially dangerous, or vicious dog permit late registration fee	\$35		No Change					
8 Lab exam	\$95		No Change					
9 Private animal behavior consultation - 1 hour	\$45		No Change					
10 Private animal behavior consultation - 1/2 hour	\$24		No Change					
11 Replacement tag - potentially dangerous dog, dangerous dog, or vicious dog	\$5		No Change					

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>ANIMAL CARE SERVICES - CATEGORY II</b>								
<b>5. Other Charges</b>								
12 Rescue group registration	\$50 one-time		No Change					
13 Returned check fees	According to current City policy		No Change					
14 Special (dangerous) dog sign	\$55 per sign		No Change					
15 Trap deposit	Actual replacement cost		No Change					
16 Veterinary care services in cases of emergency	Actual cost		No Change					
<b>Sub-total Other Charges</b>		<b>100.0%</b>		<b>2,680</b>	<b>2,680</b>	<b>2,680</b>	<b>100.0%</b>	<b>100.0%</b>
<b>6. Owner Surrender Fees</b>								
1 Large livestock owner surrender (at least 100 pounds)	Actual Costs		No Change					
2 Licensed cat owner surrender - 4 months and older	\$35 per animal		No Change					
3 Licensed dog owner surrender - 4 months and older	\$45 per animal		No Change					
4 Other small animal owner surrender (other than dog, cat, or livestock)	\$25 per animal		No Change					
5 Small livestock owner surrender (under 100 pounds)	\$65 per animal		No Change					
6 Unlicensed cat owner surrender - 4 months and older	\$70 per animal		No Change					
7 Unlicensed dog owner surrender - 4 months and older	\$90 per animal		No Change					

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>ANIMAL CARE SERVICES - CATEGORY II</b>								
<b>6. Owner Surrender Fees</b>								
8 Unweaned litter owner surrender (under four months of age)	\$25 per litter		No Change					
9 Unweaned litter owner surrender dog/cat	\$20		No Change					
<b>Sub-total Owner Surrender Fees</b>		<b>42.9%</b>		<b>184,501</b>	<b>72,410</b>	<b>72,410</b>	<b>39.2%</b>	<b>39.2%</b>
<b>7. Quarantine Fees</b>								
1 Lab Exam	\$95		No Change					
2 Quarantine - victim/owner same, over the phone release	\$60		No Change					
3 Quarantine - victim/owner visits 1-3	\$80		No Change					
4 Quarantine - victim/owner visits 4+	\$110		No Change					
5 Transport Fee	\$50		No Change					
<b>Sub-total Quarantine Fees</b>		<b>94.0%</b>		<b>45,328</b>	<b>43,145</b>	<b>43,145</b>	<b>95.2%</b>	<b>95.2%</b>
<b>8. Spay/Neuter Clinic Fees</b>								
1 Microchipping fee (does not include registration)	\$25		No Change					
2 Neuter fee for non-residents (space available basis) - cat	\$65		No Change					
3 Neuter fee for non-residents (space available basis) - dog	\$75		No Change					
4 Neuter fee for residents of San Jose, contract cities, and registered rescue groups - cat	\$15		No Change					

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>ANIMAL CARE SERVICES - CATEGORY II</b>									
<b>8. Spay/Neuter Clinic Fees</b>									
5 Neuter fee for residents of San Jose, contract cities, and registered rescue groups - dog	\$40		No Change						
6 Spay fee for non-residents (space available basis) - cat	\$75		No Change						
7 Spay fee for non-residents (space available basis) - dog	\$100		No Change						
8 Spay fee for residents of San Jose, contract cities, and registered rescue groups - cat	\$20		No Change						
9 Spay fee for residents of San Jose, contract cities, and registered rescue groups - dog	\$30		No Change						
10 Spay/neuter clinic appointment deposit (non-refundable)	\$10		No Change						
11 Vaccination/medication given to adopted animal before leaving shelter	Actual cost		No Change						
<b>Sub-total Spay/Neuter Clinic Fees</b>		<b>86.4%</b>		<b>215,079</b>	<b>150,000</b>	<b>150,000</b>	<b>69.7%</b>	<b>69.7%</b>	
<b>SUB-TOTAL ANIMAL CARE SERVICES - CATEGORY II</b>				<b>9,240,295</b>	<b>2,236,383</b>	<b>2,247,383</b>	<b>24.2%</b>	<b>24.3%</b>	

## DEVELOPMENT PROGRAM FEES - CATEGORY I

Note: The use of the Public Works Development Fee Program Reserve (\$1,288,920) in 2019-2020 will bring the Development Fee Program to full cost recovery from 85.5%.

SF: Square Foot, DU: Dwelling Unit, PHT: Peak Hour Trip

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>								
<b>1. PL01: Environmental Clearance</b>								
1 EIR Review	\$4,834 each		\$5,036 each					
2 Initial Study	\$1,933 each		\$2,014 each					
<b>Sub-total PL01: Environmental Clearance</b>		<b>97.2%</b>		<b>52,370</b>	<b>50,267</b>	<b>52,370</b>	<b>96.0%</b>	<b>100.0%</b>
<b>2. PL02: Flood Review of Planning Application</b>								
1 a. Base Fee	\$186 per application		\$193 per application					
2 b. Conditional Letter of Map Revision (CLOMR)/Letter of Map Revision (LOMR) Review	\$967		\$1,007					
3 c. Flood Study Review	\$744		\$774					
4 d. NSJ Flood Blockage Review	\$558		\$581					
5 e. Public Outreach	Time and Materials		Time and Materials					
6 f. Flood Information Service Certification Letter	\$50 per letter		No Change					
7 g. Flood Information Service Request	\$25 per request		No Change					
<b>Sub-total PL02: Flood Review of Planning Application</b>		<b>97.2%</b>		<b>48,489</b>	<b>46,645</b>	<b>48,489</b>	<b>96.2%</b>	<b>100.0%</b>
<b>3. PL03: NPDES (C.3 Requirements)</b>								
1 a. Land use of Concern (5,000 SF - 9,999 SF)	\$1,264		\$1,317					
2 b1. Projects required to submit numeric sizing: 10,000 SF - 1 acre	\$1,264		\$1,317					

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>								
<b>3. PL03: NPDES (C.3 Requirements)</b>								
3 b2. Projects required to submit numeric sizing: > 1 acre - 5 acres	\$1,562		\$1,627					
4 b3. Projects required to submit numeric sizing: > 5 acres and higher	\$1,933		\$2,014					
5 c1. Additional Reviews	Time and Materials		Time and Materials					
6 d. Projects not required to submit numeric sizing	\$186		\$193					
7 e. HMP Analysis/Review	Time and Materials		Time and Materials					
<b>Sub-total PL03: NPDES (C.3 Requirements)</b>		<b>97.2%</b>		<b>156,132</b>	<b>149,967</b>	<b>156,132</b>	<b>96.1%</b>	<b>100.0%</b>
<b>4. PL04: Zoning (Conventional)</b>								
1 Conventional Zoning	\$595 per zoning		\$619 per zoning					
<b>Sub-total PL04: Zoning (Conventional)</b>		<b>97.2%</b>		<b>15,475</b>	<b>14,875</b>	<b>15,475</b>	<b>96.1%</b>	<b>100.0%</b>
<b>5. PL05: PD Zoning (PDC)</b>								
1 a1. Non-Residential - Per SF: 1-500	\$1,080		\$1,123					
2 a2. Non-Residential - Per SF: 501-4,999	\$1,190		\$1,239					
3 a3. Non-Residential - Per SF: 5,000-49,999	\$1,190 + \$0.10/SF > 5,000		\$1,239 + \$0.11/SF > 5,000					
4 a4. Non-Residential - Per SF: 50,000-99,999	\$5,577 + \$0.03/SF > 50,000		\$5,811 + \$0.03/SF > 50,000					
5 a5. Non-Residential - Per SF: 100,000 or more	\$7,102 + \$0.01/SF > 100,000		\$7,399 + \$0.01/SF > 100,000					

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>								
<b>5. PL05: PD Zoning (PDC)</b>								
6 b1. Residential - Per DU: 1-2	\$1,078		\$1,123					
7 b2. Residential - Per DU: 3-24	\$1,190 + \$199.43/DU		\$1,239 + \$207.79/DU					
8 b3. Residential - Per DU: 25-99	\$5,577 plus \$20/DU		\$5,811 + \$21.18/DU					
9 b4. Residential - Per DU: 100-499	\$7,102 + \$7.44/DU		\$7,399 + \$7.75/DU					
10 b5. Residential - Per DU: 500 or More	\$10,076 + \$7.44/DU		\$10,498 + \$7.75/DU					
<b>Sub-total PL05: PD Zoning (PDC)</b>		<b>97.2%</b>		<b>142,351</b>	<b>136,825</b>	<b>142,351</b>	<b>96.1%</b>	<b>100.0%</b>
<b>6. PL06: PD Permit (PD)</b>								
1 a. Non-Residential - Per SF: No Construction	\$297 per project		\$309 per project					
2 b. Non-Residential - Per SF: 1-500	\$446		\$464					
3 c. Non-Residential - Per SF: 501-4,999	\$1,487		\$1,549					
4 d. Non-Residential - Per SF: 5,000-49,999	\$1,487 + \$0.03/SF > 5,000		\$1,549 + \$0.03/SF > 5,000					
5 e. Non-Residential - Per SF: 50,000-99,999	\$2,826 + \$0.03/SF > 50,000		\$2,944 + \$0.03/SF > 50,000					
6 f. Non-Residential - Per SF: 100,000 or more	\$4,164 + \$0.01/SF > 100,000		\$4,338 + \$0.01/SF > 100,000					
7 g. Residential - Per DU: No Construction	\$297 per project		\$309 per project					
8 h. Residential - Per DU: 1-2	\$446		\$464					

**DEPARTMENTAL FEES AND CHARGES**

**PUBLIC WORKS**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>								
<b>6. PL06: PD Permit (PD)</b>								
9 i. Residential - Per DU: 3-24	\$595 + \$116/DU		\$619 + \$121/DU					
10 j. Residential - Per DU: 25-99	\$3,160 + \$13/DU		\$3,292 + \$13/DU					
11 k. Residential - Per DU: 100-499	\$4,164 + \$5/DU		\$4,338 + \$5/DU					
12 l. Residential - Per DU: 500 or more	\$6,544 + \$5/DU		\$6,818 + \$5/DU					
<b>Sub-total PL06: PD Permit (PD)</b>		<b>97.2%</b>		<b>129,033</b>	<b>126,113</b>	<b>129,033</b>	<b>97.7%</b>	<b>100.0%</b>
<b>7. PL07: Preliminary Review</b>								
1 Enhanced Review	\$1,339 each plus additional time and materials		\$1,394 each plus additional time and materials					
2 Focused Review	\$892 each plus additional time and materials		\$929 each plus additional time and materials					
<b>Sub-total PL07: Preliminary Review</b>		<b>97.2%</b>		<b>127,370</b>	<b>124,705</b>	<b>127,370</b>	<b>97.9%</b>	<b>100.0%</b>
<b>8. PL08: Site Development/Conditional Use/Special Use</b>								
1 a. Non-Residential - Per SF: No Construction	\$234 per project		\$243 per project					
2 b. Non-Residential - Per SF: 1-500	\$825		\$858					
3 c. Non-Residential - Per SF: 501-49,999	\$2,978 plus \$0.164/SF		\$3,097 + \$0.17/SF					
4 d. Non-Residential - Per SF: 50,000-99,999	\$4,459 plus \$0.016/SF		\$4,637 + \$0.017/SF					
5 e. Non-Residential - Per SF: 100,000 or more	\$6,043 + \$0.01/SF		\$6,284 + \$0.01/SF					



# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>									
<b>8. PL08: Site Development/Conditional Use/Special Use</b>									
6 f. Residential - Per DU: No Construction	\$234 per project		\$243 per project						
7 g. Residential - Per DU: 1-2	\$825		\$858						
8 h. Residential - Per DU: 3-24	\$2,848 plus \$71/DU		\$2,961 + \$73/DU						
9 i. Residential - Per DU: 25-99	\$4,136 plus \$19/DU		\$4,301 + \$19/DU						
10 j. Residential - Per DU: 100 or more	\$6,043 plus \$6/DU		\$6,284 + \$6/DU						
<b>Sub-total PL08: Site Development/Conditional Use/Special Use</b>		<b>41.9%</b>		<b>166,619</b>	<b>160,275</b>	<b>166,619</b>	<b>96.2%</b>	<b>100.0%</b>	
<b>9. PL09: Special Permits</b>									
1 a. Drive Thru	\$1,190 each + permit fee		\$1,239 each + permit fee						
2 b. Day Care/Private School	\$1,487 each + permit fee		\$1,549 each + permit fee						
3 c. Miscellaneous Permits (A2, V, AT, etc.)	\$297 each		\$309 each						
4 d. Non-Standard Development Applications	Based upon time and materials or as defined in written agreement		Based upon time and materials or as defined in written agreement						
<b>Sub-total PL09: Special Permits</b>		<b>97.2%</b>		<b>13,294</b>	<b>12,775</b>	<b>13,294</b>	<b>96.1%</b>	<b>100.0%</b>	
<b>10. PL10: Tentative Map (T/PT)</b>									
1 Certificate of Compliance			\$813 per certificate						
2 Planning Tentative Map	\$1,078 each		\$1,123 each						
3 Tentative Map	\$2,305 each		\$2,401 each						
<b>Sub-total PL10: Tentative Map (T/PT)</b>		<b>97.2%</b>		<b>51,930</b>	<b>49,852</b>	<b>51,930</b>	<b>96.0%</b>	<b>100.0%</b>	

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>								
<b>11. PL11: General Plan Amendments</b>								
1 General Plan Amendment (GPA)	\$595 per Amendment		\$619 per amendment					
<b>Sub-total PL11: General Plan Amendments</b>		<b>97.2%</b>		<b>5,571</b>	<b>5,355</b>	<b>5,571</b>	<b>96.1%</b>	<b>100.0%</b>
<b>12. PL12: Sanitary Sewer Model Analysis</b>								
1 Sanitary Sewer Model Analysis	Time and Materials		No Change					
<b>Sub-total PL12: Sanitary Sewer Model Analysis</b>								
<b>13. PL13: Streamside Protection</b>								
1 Streamside Protection - Basic Review	\$297 per review		\$309 per review					
2 Streamside Protection - Comprehensive Review	\$744 per review		\$774 per review					
<b>Sub-total PL13: Streamside Protection</b>		<b>97.1%</b>		<b>1,083</b>	<b>1,041</b>	<b>1,083</b>	<b>96.1%</b>	<b>100.0%</b>
<b>14. PL14: Traffic Analysis</b>								
1 a. In-House Analysis	\$1,264 per analysis		\$1,317 per analysis					
2 b1. Traffic Impact Analysis (TIA) Workscope: per PHT: 1-99	\$3,123 + DOT fee		\$3,254 + DOT fee					
3 b2. TIA Workscope: per PHT: 100-198	\$3,123 + \$5/PHT > 99 PHT + DOT fee		\$3,254 + \$5/PHT > 99 PHT + DOT fee					
4 b3. TIA Workscope: per PHT: 199 or more	\$3,718 + \$5/PHT > 199 PHT + DOT fee		\$3,874 + \$5/PHT > 199 PHT + DOT fee					
5 c1. Traffic Impact Analysis (TIA) Report Review: per PHT: 1-99	\$3,570 + DOT fee		\$3,719 + DOT fee					

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>								
<b>14. PL14: Traffic Analysis</b>								
6 c2. TIA Report Review: per PHT: 100-198	\$3,570 + \$11/PHT > 99 PHT + DOT fee		\$3,719 + \$11/PHT > 99 PHT + DOT fee					
7 c3. TIA Report Review: per PHT: 199 or more	\$4,685 + \$9/PHT > 199 PHT + DOT fee		\$4,881 + \$9/PHT > 199 PHT + DOT fee					
8 d1. Local Transportation Analysis (LTA) Workslope: per PHT: 1-99	\$2,008 + DOT fee		\$2,091 + DOT fee					
9 d2. LTA Workslope: per PHT: 100-198	\$2,008 + \$2/PHT > 99 PHT + DOT fee		\$2,091 + \$2/PHT > 99 PHT + DOT fee					
10 d3. LTA Workslope: per PHT: 199 or more	\$2,305 + \$1/PHT > 199 PHT + DOT fee		\$2,401 + \$1/PHT > 199 PHT + DOT fee					
11 e1. Local Transportation Analysis (LTA) Report Review: per PHT: 1-99	\$2,157 + DOT fee		\$2,246 + DOT fee					
12 e2. LTA Report Review: per PHT: 100-198	\$2,157 + \$7/PHT > 99 PHT + DOT Fee		\$2,246 + \$7/PHT > 99 PHT + DOT Fee					
13 e3. LTA Report Review: per PHT: 199-498	\$2,900 + \$4/PHT > 199 PHT + DOT Fee		\$3,021 + \$4/PHT > 199 PHT + DOT Fee					
14 e4. LTA Report Review: per PHT: 499 or more	\$4,164 + additional time and materials + DOT fee		\$4,338 + additional time and materials + DOT fee					
15 e5. Vehicle Miles Traveled (VMT) Analysis			Time & Materials					
<b>Sub-total PL14: Traffic Analysis</b>		<b>97.2%</b>		<b>234,747</b>	<b>226,550</b>	<b>234,747</b>	<b>96.5%</b>	<b>100.0%</b>
<b>15. PW01: Record Retention Fee</b>								
1 Record Retention: applied to all permit service fees, but not to sewer fees, in-lieu fees, or park fees	4% of total permit/application fee (\$15 minimum, \$1,500 maximum)		No Change					
<b>Sub-total PW01: Record Retention Fee</b>		<b>97.2%</b>		<b>156,240</b>	<b>150,192</b>	<b>156,240</b>	<b>96.1%</b>	<b>100.0%</b>

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>									
<b>16. PW02: Benchmark System Maintenance</b>									
1 Benchmark Maintenance Fee: applied to all permits: Grading, Public Improvement, and Private Street Plans	\$150 per applicable permit/plan + Record Retention		No Change						
<b>Sub-total PW02: Benchmark System Maintenance</b>		<b>97.2%</b>		<b>21,000</b>	<b>19,650</b>	<b>19,650</b>	<b>93.6%</b>	<b>93.6%</b>	
<b>17. PW03: Encroachment: Private Utility Permits</b>									
1 Arterial Utility Trench (0-40 LF)	\$1,487 per project + City USA + Record Retention		\$1,549 per project + City USA + Record Retention						
2 Arterial Utility Trench (Each additional 40 LF)	\$223 + City USA + Record Retention		\$232 + City USA + Record Retention						
3 Local/Collector Major Utility Trench (0-40 LF)	\$892 per project + City USA + Record Retention		\$929 per project + City USA + Record Retention						
4 Local/Collector Major Utility Trench (Each additional 40 LF)	\$149 + City USA + Record Retention		\$155 + City USA + Record Retention						
5 Minor Utility Trench (0-20 LF)	\$119 per project + City USA + Record Retention		\$123 per project + City USA + Record Retention						
6 New Street Utility Trench (0-40 LF)	\$595 per project + Record Retention		\$619 per project + Record Retention						
7 New Street Utility Trench (Each additional 40 LF)	\$74 + Record Retention		\$77 + Record Retention						
<b>Sub-total PW03: Encroachment: Private Utility Permits</b>		<b>97.2%</b>		<b>104,260</b>	<b>100,122</b>	<b>104,260</b>	<b>96.0%</b>	<b>100.0%</b>	

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>								
<b>18. PW04: Encroachment:</b>								
<b>Revocable Permits</b>								
1 a1. Soil Sampling Borings (1st 3 locations)	\$1,078 + City USA + Record Retention		\$1,123 + City USA + Record Retention					
2 a2. Soil Sampling Borings (Each additional location)	\$223 each additional well/location + City USA + Record Retention		\$232 each additional well/location + City USA + Record Retention					
3 a3. Potholing (1st 3 locations)	\$1,078 + City USA + Record Retention		\$1,123 + City USA + Record Retention					
4 a4. Potholing (Each additional location)	\$223 each additional well/location + City USA + Record Retention		\$232 each additional well/location + City USA + Record Retention					
5 a5. Construction/Destruction of Water Monitoring Wells (1st 3 wells)	\$1,078 + City USA + Record Retention		\$1,123 + City USA + Record Retention					
6 a6. Construction/Destruction of Water Monitoring Wells (Each additional well)	\$223 each additional well/location + City USA + Record Retention		\$232 each additional well/location + City USA + Record Retention					
7 b. Crane in Public Right-of-Way (any type)	\$1,785 per permit + Record Retention		\$1,859 per permit + Record Retention					
8 c1. Scaffolding, Construction Fence or Wall, etc. (per frontage)	\$1,078 per frontage + Record Retention per frontage		\$1,123 per frontage + Record Retention per frontage					
9 c2. Facade Improvements/Debris Chutes	\$1,078 per frontage + Record Retention per frontage		\$1,123 per frontage + Record Retention per frontage					
10 d. Inspection of Repairs to City Infrastructure	Time and Materials (\$596 minimum) + Record Retention		Time and Materials (\$619 minimum) + Record Retention					
11 e. Miscellaneous/Others	Time and Materials (\$1,078 minimum) + Record Retention		Time and Materials (\$1,123 minimum) + Record Retention					

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>								
<b>18. PW04: Encroachment:</b>								
<b>Revocable Permits</b>								
12 f. Parklet	\$744 per Parklet + Record Retention		\$774 per Parklet + Record Retention					
13 g1. Private Encroachment in ROW: Balcony only	\$1,078 per application + Record Retention		\$1,123 per application + Record Retention					
14 g2. Private Encroachment in ROW: Major	\$4,127 per application + Record Retention		\$4,300 per application + Record Retention					
15 g3. Private Encroachment in ROW: Minor	\$1,078 per application + Record Retention		\$1,123 per application + Record Retention					
16 h. Private Trench Crossings	See Encroachment: Private Utility Permit Fee Schedule		No Change					
17 i. Revocable Permit Extensions	See Permit Extensions		See Permit Extensions					
18 j1. Sanitary Manhole Flow Monitoring (1st 3 wells/locations)	\$1,078 + Record Retention		\$1,123 + Record Retention					
19 j2. Sanitary Manhole Flow Monitoring (Each additional well/location)	\$223 each additional well/location + Record Retention		\$232 each additional well/location + Record Retention					
20 k1. Sign Installed with Hydraulic Crane	\$1,078 per project + Record Retention		\$1,123 per project + Record Retention					
21 k2. Sign installed with Scissor Lift	\$595 per project + Record Retention		\$619 per project + Record Retention					
22 l1. Street Closure (Half street)	\$1,041 per project + Record Retention		\$1,084 per project + Record Retention					
23 l2. Street Closure (All street)	\$1,339 per project + Record Retention		\$1,394 per project + Record Retention					

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>									
<b>18. PW04: Encroachment:</b>									
<b>Revocable Permits</b>									
24 m. Temporary Portable Storage Unit in Right-of-Way	\$149 per storage unit + Record Retention		\$155 per storage unit + Record Retention						
25 n. Tiebacks for Retaining Walls/Shoring	\$2,082 per permit + Record Retention		\$2,169 per permit + Record Retention						
26 o. Water-Vapor-Soil Remediation	\$1,078 per system + City USA + Record Retention		\$1,123 per system + City USA + Record Retention						
<b>Sub-total PW04: Encroachment: Revocable Permits</b>		<b>97.2%</b>		<b>205,427</b>	<b>197,228</b>	<b>205,427</b>	<b>96.0%</b>	<b>100.0%</b>	
<b>19. PW05: Special (Assessment) District Fees - Segregation Map Review</b>									
1 a. Annexation to an Existing District	Time and Materials (\$28,110 Deposit) + Record Retention		Time and Materials (\$29,000 Deposit) + Record Retention						
2 b. Assessment Certificate/Special Tax Notice	\$10 per certificate (notice) + Record Retention		\$10 per certificate (notice) + Record Retention						
3 c1. Assessment Segregation Map Review: Each original District Parcel segregated	\$446 each parcel + Record Retention		\$464 each parcel + Record Retention						
4 c2. Assessment Segregation Map Review: Each resultant portion of each District Parcel	\$297 each parcel + Record Retention		\$309 each parcel + Record Retention						
5 d. Special District Formation	Time and Materials (\$37,629 Deposit) + Record Retention		Time and Materials (\$39,000 Deposit) + Record Retention						
<b>Sub-total PW05: Special (Assessment) District Fees - Segregation Map Review</b>		<b>97.2%</b>		<b>2,320</b>	<b>2,230</b>	<b>2,320</b>	<b>96.1%</b>	<b>100.0%</b>	
<b>20. PW06: Engineering &amp; Inspection - Public and Landscape</b>									
1 a1. Public Street Improvements: \$1-\$24,999	\$8,446 + Record Retention		\$8,800 + Record Retention						

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>								
<b>20. PW06: Engineering &amp; Inspection</b>								
<b>- Public and Landscape</b>								
2 a2. Public Street Improvements: \$25,000-\$49,999	\$8,446 + 12.57% of amount > \$25,000 + Record Retention		\$8,800 + 13.09% of amount > \$25,000 + Record Retention					
3 a3. Public Street Improvements: \$50,000-\$99,999	\$11,589 + 19.34% of amount > \$50,000 + Record Retention		\$12,074 + 20.15% of amount > \$50,000 + Record Retention					
4 a4. Public Street Improvements: \$100,000-\$199,999	\$21,261 + 10.98% of amount > \$100,000 + Record Retention		\$22,151 + 11.44% of amount > \$100,000 + Record Retention					
5 a5. Public Street Improvements: \$200,000-\$499,999	\$32,242 + 7.06% of amount > \$200,000 + Record Retention		\$33,592 + 7.35% of amount > \$200,000 + Record Retention					
6 a6. Public Street Improvements: \$500,000-\$999,999	\$53,422 + 6.13% of amount > \$500,000 + Record Retention		\$55,660 + 6.39% of amount > \$500,000 + Record Retention					
7 a7. Public Street Improvements: over \$1,000,000	\$84,112 + 4.99% of amount > \$1,000,000 + Record Retention		\$87,636 + 5.20% of amount > \$1,000,000 + Record Retention					
8 b1. Public Landscape Improvements: First \$24,999	\$5,738 + Record Retention		\$5,978 + Record Retention					
9 b2. Public Landscape Improvements: \$25,000-\$49,999	\$5,738 + 13.92% of amount > \$25,000 + Record Retention		\$5,978 + 14.51% of amount > \$25,000 + Record Retention					
10 b3. Public Landscape Improvements: \$50,000-\$99,999	\$9,220 + 11.68% of amount > \$50,000 + Record Retention		\$9,605 + 12.17% of amount > \$50,000 + Record Retention					
11 b4. Public Landscape Improvements: \$100,000-\$199,999	\$15,062 + 8.96% of amount > \$100,000 + Record Retention		\$15,692 + 9.33% of amount > \$100,000 + Record Retention					



# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>								
<b>20. PW06: Engineering &amp; Inspection</b>								
<b>- Public and Landscape</b>								
12 b5. Public Landscape Improvements: \$200,000- \$499,999	\$24,026 + 6.10% of amount > \$200,000 + Record Retention		\$25,032 + 6.36% of amount > \$200,000 + Record Retention					
13 b6. Public Landscape Improvements: \$500,000- \$999,999	\$42,339 + 4.33% of amount > \$500,000 + Record Retention		\$44,112 + 4.51% of amount > \$500,000 + Record Retention					
14 b7. Public Landscape Improvements: over \$1,000,000	\$64,004 + 3.65% of amount > \$1,000,000 + Record Retention		\$66,685 + 3.81% of amount > \$1,000,000 + Record Retention					
<b>Sub-total PW06: Engineering &amp; Inspection - Public and Landscape</b>		<b>96.9%</b>		<b>3,015,357</b>	<b>2,382,699</b>	<b>2,503,970</b>	<b>79.0%</b>	<b>83.0%</b>
<b>21. PW07: Engineering &amp; Inspection</b>								
<b>- Private/Extension/Multiple Reviews/Plan Revisions</b>								
1 c1. Private Street Improvements: First \$24,999	\$4,648 + Record Retention		\$4,842 + Record Retention					
2 c2. Private Street Improvements: \$25,000 - \$49,999	\$4,648 + 9.07% of amount > \$25,000 + Record Retention		\$4,842 + 9.45% of amount > \$25,000 + Record Retention					
3 c3. Private Street Improvements: \$50,000 - \$99,999	\$6,916 + 5.35% of amount > \$50,000 + Record Retention		\$7,205 + 5.57% of amount > \$50,000 + Record Retention					
4 c4. Private Street Improvements: \$100,000 - \$199,999	\$9,593 + 5.02% of amount > \$100,000 + Record Retention		\$9,994 + 5.23% of amount > \$100,000 + Record Retention					
5 c5. Private Street Improvements: \$200,000- \$499,999	\$14,620 + 3.58% of amount > \$200,000 + Record Retention		\$15,232 + 3.73% of amount > \$200,000 + Record Retention					

**DEPARTMENTAL FEES AND CHARGES**

**PUBLIC WORKS**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>								
<b>21.PW07: Engineering &amp; Inspection</b>								
<b>- Private/Extension/Multiple Reviews/Plan Revisions</b>								
6 c6. Private Street Improvements: \$500,000-\$999,999	\$25,358 + 2.96% of amount > \$500,000 + Record Retention		\$26,420 + 3.08% of amount > \$500,000 + Record Retention					
7 c7. Private Street Improvements: greater than \$1,000,000	\$40,157 + 2.45% of amount > \$1,000,000 + Record Retention		\$41,839 + 2.55% of amount > \$1,000,000 + Record Retention					
8 d1. Permit (first 2 extensions)	\$483 per extension + Record Retention		\$503 per extension + Record Retention					
9 d2. Permit-past 2 (6 month extensions)	\$1,153 each additional extension + Record Retention		\$1,200 each additional extension + Record Retention					
10 e1. Tract/Major-first 2 (6 month extensions)	\$967 per extension + Record Retention		\$1,007 per extension + Record Retention					
11 e2. Tract/Major-past 2 (6 month extensions)	\$2,231 each additional extension + Record Retention		\$2,324 each additional extension + Record Retention					
12 f. Multiple Plan Check (additional fee after the 3rd plan check)	4% surcharge to E&I fee for each additional review past 3rd plan check + Record Retention		4% surcharge to E&I fee for each additional review past 3rd plan check + Record Retention					
13 g. Plan Revision (Approved Plans)	\$446 per revision to approved plan + Record Retention		\$464 per revision to approved plan + Record Retention					
<b>Sub-total PW07: Engineering &amp; Inspection - Private/Extension/Multiple Reviews/Plan Revisions</b>		<b>97.2%</b>		<b>508,527</b>	<b>271,751</b>	<b>292,169</b>	<b>53.4%</b>	<b>57.5%</b>
<b>22.PW08: Grading/NPDES (C.3)/Drainage/Stormwater</b>								
1 a1. Grading & Drainage Permit: Hillside (1-250 cy)	\$1,710 + Record Retention		\$1,782 + Record Retention					

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>								
<b>22. PW08: Grading/NPDES</b>								
<b>(C.3)/Drainage/Stormwater</b>								
2 a2. Grading & Drainage Permit: Hillside (251-499 cy)	\$1,710 + \$7.44/cy >250 + Record Retention		\$1,782 + \$7.75/cy >250 + Record Retention					
3 a3. Grading & Drainage Permit: Hillside (500-999 cy)	\$3,570 + \$1.49/cy >500 + Record Retention		\$3,719 + \$1.55/cy >500 + Record Retention					
4 a4. Grading & Drainage Permit: Hillside (1,000-9,999 cy)	\$4,313 + \$0.43/cy >1,000 + Record Retention		\$4,493 + \$0.45/cy >1,000 + Record Retention					
5 a5. Grading & Drainage Permit: Hillside (10,000-99,999 cy)	\$8,180 + \$0.27/cy >10,000 + Record Retention		\$8,522 + \$0.28/cy >10,000 + Record Retention					
6 a6. Grading & Drainage Permit: Hillside (greater than 100,000 cy)	\$31,977 + Time and Materials + Record Retention		\$33,316 + Time and Materials + Record Retention					
7 b1. Grading & Drainage Permit: Non-Hillside (1-250 cy)	\$1,041 + Record Retention		\$1,084 + Record Retention					
8 b2. Grading & Drainage Permit: Non-Hillside (251-499 cy)	\$1,041 + \$4.76/cy >250 + Record Retention		\$1,084 + \$4.96/cy >250 + Record Retention					
9 b3. Grading & Drainage Permit: Non-Hillside (500-999 cy)	\$2,231 + \$1.49/cy >500 + Record Retention		\$2,324 + \$1.55/cy >500 + Record Retention					
10 b4. Grading & Drainage Permit: Non-Hillside (1,000-9,999 cy)	\$2,975 + \$0.27/cy >1,000 + Record Retention		\$3,099 + \$0.28/cy >1,000 + Record Retention					
11 b5. Grading & Drainage Permit: Non-Hillside (10,000-99,999 cy)	\$5,354 + \$0.13/cy >10,000 + Record Retention		\$5,578 + \$0.14/cy >10,000 + Record Retention					
12 b6. Grading & Drainage Permit: Non-Hillside (greater than 100,000 cy)	\$17,104 + Time and Materials + Record Retention		\$17,820 + Time and Materials + Record Retention					
13 c1. Grading & Drainage Misc: Permit Exemption	\$372 + Record Retention		\$387 + Record Retention					

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>								
<b>22.PW08: Grading/NPDES</b>								
<b>(C.3)/Drainage/Stormwater</b>								
14 c2. Grading & Drainage Misc: Permit Renewal	\$74 + Record Retention		\$77 + Record Retention					
15 c3. Grading & Drainage Misc: Plan Revision	\$223 + Record Retention		\$232 + Record Retention					
16 c4. Grading & Drainage Misc: Potable (hydrant) Water Use Exception	\$112 + Record Retention		\$116 + Record Retention					
17 d1. NPDES (C.3 Requirement) Stormwater Treatment Measure	\$446 per treatment measure + Record Retention		\$464 per treatment measure + Record Retention					
18 d2. NPDES (C.3 Requirement) City review of Grading Plan's compliance: Land Use of Concern (5,000SF - 9,999SF)	\$446 + Record Retention		\$464 + Record Retention					
19 d3. NPDES (C.3 Requirement) City review of Grading Plan's compliance: Standard (10,000SF - 1 acre)	\$446 up to 1 acre + Record Retention		\$464 up to 1 acre + Record Retention					
20 d4. NPDES (C.3 Requirement) City review of Grading Plan's compliance: Standard (greater than 1 acre)	\$446 + \$223/each additional acre + Record Retention		\$464 + \$232/each additional acre + Record Retention					
21 d5. NPDES (C.3 Requirement) Multiple Additional Reviews	Time and Materials + Record Retention		Time and Materials + Record Retention					
22 d6. NPDES (C.3 Requirement) Inspection: HM Controls	Time and Materials (\$1,487 minimum) + Record Retention		Time and Materials (\$1,549 minimum) + Record Retention					
23 d7. NPDES (C.3 Requirement) HM Plan Review: Conformance	Time and Materials (\$1,190 minimum) + Record Retention		Time and Materials (\$1,239 minimum) + Record Retention					

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>								
<b>22. PW08: Grading/NPDES</b>								
<b>(C.3)/Drainage/Stormwater</b>								
24 d8. NPDES (C.3 Requirement) Storm Pump: Plan Review	\$521 per review/per pump + Record Retention		\$542 per review/per pump + Record Retention					
25 d9. NPDES (C.3 Requirement) Storm Pump: Inspection	Time and Materials (\$818 minimum) + Record Retention		Time and Materials (\$852 minimum) + Record Retention					
26 e1. On-Site Storm Plan Review 1-25 connections	\$29.76 per connection + Record Retention		\$30.95 per connection + Record Retention					
27 e2. On-Site Storm Plan Review 26-100 connections	\$744 + \$13.88 per connection >25 + Record Retention		\$774 + \$14.41 per connection >25 + Record Retention					
28 e3. On-Site Storm Plan Review 100 and more connections	\$1,785 + \$22.31 per connection > 100 + Record Retention		\$1,859 + \$23.24 per connection > 100 + Record Retention					
29 e4. On-Site Storm Inspection 1- 25 connections	\$47.60 per connection + Record Retention		\$49.51 per connection + Record Retention					
30 e5. On-Site Storm Inspection 26-100 connections	\$1,190 + \$23.80 per connection > 25 + Record Retention		\$1,239 + \$24.79 per connection > 25 + Record Retention					
31 e6. On-Site Storm Inspection 100 and more connections	\$2,975 + \$32.72 per connection > 100 + Record Retention		\$3,099 + \$34.09 per connection > 100 + Record Retention					
32 f1. On-Site Storm Plan Review 1-25 inlets/drains	\$35.68 per inlet/drain + Record Retention		\$37.04 per inlet/drain + Record Retention					
33 f2. On-Site Storm Plan Review 26-100 inlets/drains	\$892 + \$11.90 per inlet/drain > 25 + Record Retention		\$929 + \$12.38 per inlet/drain > 25 + Record Retention					
34 f3. On-Site Storm Plan Review 100+ inlets/drains	\$1,785 + \$23.80 per inlet/drain > 100 + Record Retention		\$1,859 + \$24.79 per inlet/drain > 100 + Record Retention					

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>								
<b>22.PW08: Grading/NPDES</b>								
<b>(C.3)/Drainage/Stormwater</b>								
35 f4. On-Site Storm Inspection 1-25 inlets/drains	\$47.60 per inlet/drain + Record Retention		\$49.51 per inlet/drain + Record Retention					
36 f5. On-Site Storm Inspection 26-100 inlets/drains	\$1,190 + \$23.80 per inlet/drain > 25 + Record Retention		\$1,239 + \$24.79 per inlet/drain > 25 + Record Retention					
37 f6. On-Site Storm Inspection 100+ inlets/drains	\$2,975 + \$32.72 per inlet/drain > 100 + Record Retention		\$3,099 + \$34.09 per inlet/drain > 100 + Record Retention					
38 g1. On-Site Earth Shoring Plan Review	Time and Materials (\$2,040 Minimum) + Record Retention		Time and Materials (\$2,121 Minimum) + Record Retention					
39 g2. On-Site Earth Retaining Structure Plan Review (base fee at 4ft wall, MSE wall/conventional)	\$669 + \$134/ft > 4 ft + Record Retention		\$697 + \$139/ft > 4 ft + Record Retention					
40 g3. On-Site Earth Retaining Structure Plan Review (base fee at 4ft wall, pier/grade BM, RTW w/Tiebacks)	\$967 + \$149/ft > 4 ft + Record Retention		\$1,007 + \$155/ft > 4 ft + Record Retention					
41 g4. On-Site Earth Retaining Structure Inspection (base fee at 50 l.f., MSE wall/conventional)	\$521 + \$104/additional 10 l.f. >50 l.f. + Record Retention		\$542 + \$108/additional 10 l.f. >50 l.f. + Record Retention					
42 g5. On-Site Earth Retaining Structure Inspection (base fee at 50 l.f. pier grade BM, RTW w/Tiebacks)	\$744 + \$149/additional 10 l.f. >50 l.f. + Record Retention		\$774 + \$155/additional 10 l.f. >50 l.f. + Record Retention					
<b>Sub-total PW08: Grading/NPDES (C.3)/Drainage/Stormwater</b>		<b>97.2%</b>		<b>996,623</b>	<b>756,013</b>	<b>796,623</b>	<b>75.9%</b>	<b>79.9%</b>

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>								
<b>23. PW09: Grading: Erosion Control</b>								
1 Type I	\$6,693 + Record Retention		\$6,973 + Record Retention					
2 Type II	\$3,421 + Record Retention		\$3,564 + Record Retention					
3 Type III	\$1,339 + Record Retention		\$1,394 + Record Retention					
4 Type IV	\$446 + Record Retention		\$464 + Record Retention					
<b>Sub-total PW09: Grading: Erosion Control</b>		<b>97.2%</b>		<b>414,406</b>	<b>182,931</b>	<b>195,009</b>	<b>44.1%</b>	<b>47.1%</b>
<b>24. PW10: Geologic Hazard Zone - Investigation</b>								
1 Other New Development	\$3,570 per review + Record Retention		\$3,719 per review + Record Retention					
2 Single Family Addition	\$1,190 per review + Record Retention		\$1,239 per review + Record Retention					
3 Single Family New	\$2,231 per review + Record Retention		\$2,324 per review + Record Retention					
<b>Sub-total PW10: Geologic Hazard Zone - Investigation</b>		<b>97.2%</b>		<b>103,934</b>	<b>99,811</b>	<b>103,934</b>	<b>96.0%</b>	<b>100.0%</b>
<b>25. PW11: Geologic Hazard Zone - Application</b>								
1 Other New Development	\$1,636 per review + Record Retention		\$1,704 per review + Record Retention					
2 Single Family Addition	\$297 per review + Record Retention		\$309 per review + Record Retention					
3 Single Family New	\$1,190 per review + Record Retention		\$1,239 per review + Record Retention					
<b>Sub-total PW11: Geologic Hazard Zone - Application</b>		<b>97.2%</b>		<b>166,305</b>	<b>159,707</b>	<b>166,305</b>	<b>96.0%</b>	<b>100.0%</b>

**DEPARTMENTAL FEES AND CHARGES**

**PUBLIC WORKS**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>								
<b>26. PW12: Geologic Hazard Zone - Assessment</b>								
1 Other New Development	\$1,487 per review + Record Retention		\$1,549 per review + Record Retention					
2 Single Family Addition	\$595 per review + Record Retention		\$619 per review + Record Retention					
3 Single Family New	\$1,487 per review + Record Retention		\$1,549 per review + Record Retention					
<b>Sub-total PW12: Geologic Hazard Zone - Assessment</b>		<b>97.2%</b>		<b>31,282</b>	<b>30,040</b>	<b>31,282</b>	<b>96.0%</b>	<b>100.0%</b>
<b>27. PW13: Geologic Hazard Zone - Study Area (SGHSA)</b>								
1 Special Geologic Hazard Study Area	Time and materials (\$1,490 initial deposit) + Record Retention		Time and materials (\$1,549 minimum) + Record Retention					
<b>Sub-total PW13: Geologic Hazard Zone - Study Area (SGHSA)</b>		<b>97.2%</b>		<b>1,549</b>	<b>1,490</b>	<b>1,549</b>	<b>96.2%</b>	<b>100.0%</b>
<b>28. PW14: Hazard Zone Clearance: Seismic Hazard Report</b>								
1 City Review of Consultant Report	\$1,115 per review + Record Retention		\$1,162 per review + Record Retention					
<b>Sub-total PW14: Hazard Zone Clearance: Seismic Hazard Report</b>		<b>97.2%</b>		<b>58,100</b>	<b>55,750</b>	<b>58,100</b>	<b>96.0%</b>	<b>100.0%</b>
<b>29. PW15: Hazard Zone Clearance: Flood Zone</b>								
1 a. Existing Accessory Structure: Non-Substantial Improvement Required Detailed Review	\$297 per project + Record Retention		\$309 per structure + Record Retention					
2 b. Existing Accessory Structure: Non-Substantial Improvement Not Required Detailed Review	\$223 per project + Record Retention		\$232 per structure + Record Retention					



# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>									
<b>29. PW15: Hazard Zone Clearance:</b>									
<b>Flood Zone</b>									
3 c. Existing Accessory Structure: Substantial Improvement as New	\$223 per project + Record Retention		\$232 per structure + Record Retention						
4 d. Existing Accessory Structure: Substantial Improvement Reviewed as Planning Application	\$223 per project + Record Retention		\$232 per structure + Record Retention						
5 e. Existing Accessory Structure: Substantial Improvement Requiring Floodproof Mitigation			\$309 per structure						
6 f. Existing Structure: Non-Substantial Improvement Required Detail Review	\$446 per project + Record Retention		\$464 per structure + Record Retention						
7 g. Existing Structure: Non-Substantial Improvement Not Required Detail Review	\$223 per project + Record Retention		\$232 per structure + Record Retention						
8 h. Existing Structure: Substantial Improvement Reviewed as New	\$297 per project + Record Retention		\$309 per structure + Record Retention						
9 i. Existing Structure: Substantial Improvement Reviewed as Planning Application	\$223 per project + Record Retention		\$232 per structure + Record Retention						
10 j. Existing Structure: Substantial Improvement Requiring Floodproof Mitigation			\$309 per structure						
11 k. Field Inspection of Finished Construction (1st Inspection)	\$297 per project + Record Retention		\$309 per inspection + Record Retention						

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>								
<b>29. PW15: Hazard Zone Clearance:</b>								
<b>Flood Zone</b>								
12 l. Field Inspection of Finished Construction (2nd Inspection +)			\$155 per inspection + Record Retention					
13 m. New Accessory Structure: Reviewed as New Engineering Application	\$446 per project + Record Retention		\$464 per structure + Record Retention					
14 n. New Structure: Reviewed as Planning Application	\$297 per project + Record Retention		\$309 per structure + Record Retention					
15 o. New Structure: Reviewed as New Engineering Application	\$446 per project + Record Retention		\$464 per structure + Record Retention					
16 p. New Accessory Structure: Reviewed as Planning Application	\$297 per project + Record Retention		\$309 per structure + Record Retention					
<b>Sub-total PW15: Hazard Zone Clearance: Flood Zone</b>		<b>97.2%</b>		<b>136,008</b>	<b>126,717</b>	<b>136,008</b>	<b>93.2%</b>	<b>100.0%</b>
<b>30. PW16: Mapping and Vacations/Abandonments</b>								
1 a. 1 lot Parcel Map for Condos	\$6,243 per map + Record Retention		\$6,505 per map + Record Retention					
2 b. Parcel Map with a Tentative Map	\$5,652 per map + Record Retention		\$5,888 per map + Record Retention					
3 c. Parcel Map Not Requiring a Tentative Map	\$6,395 per map + Record Retention		\$6,663 per map + Record Retention					
4 d. 1 lot Tract Map for Condos	\$6,243 per application + Record Retention		\$6,505 per application + Record Retention					
5 e1. Final Map (0-2 Lots)	\$6,693 + Record Retention		\$6,973 + Record Retention					
6 e2. Final Map (2-19 Lots)	\$6,693 + \$58.91 per Lot >2 + Record Retention		\$6,973 + \$61.38 per Lot >2 + Record Retention					

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>								
<b>30. PW16: Mapping and Vacations/Abandonments</b>								
7 e3. Final Map (20-49 Lots)	\$7,753 + \$47.15 per Lot >20 + Record Retention		\$8,078 + \$49.12 per Lot >20 + Record Retention					
8 e4. Final Map (50-99 Lots)	\$9,168 + \$41.61 per Lot >50 + Record Retention		\$9,551 + \$43.36 per Lot >50 + Record Retention					
9 e5. Final Map (100 Lots or more)	\$11,248 + \$29.75 per Lot >100 + Record Retention		\$11,719 + \$30.99 per Lot >100 + Record Retention					
10 f. Tract Maps: Vertical Subdivision	Time and Material (\$7,697 Minimum) + Record Retention		Time and Material (\$8,019 Minimum) + Record Retention					
11 g. Amended Map	\$4,239 per map + Record Retention		\$4,416 per map + Record Retention					
12 h. Certificate of Correction to Recorded Map	\$781 per certificate + Record Retention		\$813 per certificate + Record Retention					
13 i. Standard Vacation	\$5,689 per application + Record Retention		\$5,927 per application + Record Retention					
14 j. Summary Vacation	\$4,127 per application + Record Retention		\$4,300 per application + Record Retention					
15 k. Vacation with Sale	\$7,027 per application + Record Retention		\$7,321 per application + Record Retention					
16 l. Real Estate Analysis Review	Time and Materials (\$1,018 minimum) + Record Retention		Time and Materials (\$1,500 minimum) + Record Retention					
17 m. Separate Instrument Easement Dedication	\$1,041 per easement + Record Retention		\$1,084 per easement + Record Retention					
<b>Sub-total PW16: Mapping and Vacations/Abandonments</b>		<b>97.2%</b>		<b>271,164</b>	<b>253,610</b>	<b>271,164</b>	<b>93.5%</b>	<b>100.0%</b>

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>								
<b>31. PW17: Materials Testing</b>								
<b>Laboratory</b>								
1 a. Bus Pad Testing	\$4,759 per pad + Record Retention		\$4,958 per pad + Record Retention					
2 b. Non-Standard - Testing	Time and Materials (\$596 minimum) plus Standard Testing Fee + Record Retention		Time and Materials (\$619 minimum) plus Standard Testing Fee + Record Retention					
3 c. Other MTL Testing (failure analysis, consultation)	Time and Materials (\$596 Minimum) + Record Retention		Time and Materials (\$619 Minimum) + Record Retention					
4 d1. Sewer Pipe Plan Q/A Inspection (400'-1,200'RCP)	\$2,380 per project + Record Retention		\$2,479 per project + Record Retention					
5 d2. Sewer Pipe Plan Q/A Inspection (>1,200'RCP)	\$2,380 + \$1.86/l.f. >1,200' + Record Retention		\$2,479 + \$1.94/l.f. >1,200' + Record Retention					
6 e1. Standard Testing (1-3,000 SF)	\$2,677 per project + Record Retention		\$2,789 per project + Record Retention					
7 e2. Standard Testing (3,001-10,000 SF)	\$7,734 per project + Record Retention		\$8,057 per project + Record Retention					
8 e3. Standard Testing (10,001-40,000 SF)	\$7,734 + \$0.36 per SF + Record Retention		\$8,057 + \$0.37 per SF + Record Retention					
9 e4. Standard Testing (40,001 or more SF)	\$18,591 + \$0.33 per SF + Record Retention		\$19,370 + \$0.36 per SF + Record Retention					
10 f1. Re-test - 3rd and subsequent (1-3,000 SF)	\$3,570 per project+ Record Retention		\$3,719 per project + Record Retention					
11 f2. Re-test - 3rd and subsequent (3,001-10,000 SF)	\$8,106 per project + Record Retention		\$8,445 per project + Record Retention					

**DEPARTMENTAL FEES AND CHARGES**

**PUBLIC WORKS**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>									
<b>31. PW17: Materials Testing Laboratory</b>									
12 f3. Re-test - 3rd and subsequent (10,001-40,000 SF)	\$19,112 + \$0.46 each additional SF + Record Retention		\$19,912 + \$0.48 each additional SF + Record Retention						
13 f4. Re-test - 3rd and subsequent (40,001 or more SF)	\$33,018 per project + \$0.83 each additional SF + Record Retention		\$34,401 per project + \$0.87 each additional SF + Record Retention						
14 g. Pavement Design: Non-Standard	Time and Materials (\$596 Minimum) plus Standard Testing Fee + Record Retention		Time and Materials (\$619 Minimum) plus Standard Testing Fee + Record Retention						
15 h. Research Design Fee	\$483 per project + Record Retention		\$503 per project + Record Retention						
16 i1. Pavement Design: Standard (1-10,000 SF)	\$4,611 + Record Retention		\$4,803 + Record Retention						
17 i2. Pavement Design: Standard (10,001-39,999 SF)	\$4,611 + \$0.09 per SF + Record Retention		\$4,803 + \$0.09 per SF + Record Retention						
18 i3. Pavement Design: Standard (40,000 or more SF)	\$7,436 + \$0.19 per SF + Record Retention		\$7,748 + \$0.20 per SF + Record Retention						
<b>Sub-total PW17: Materials Testing Laboratory</b>		<b>97.2%</b>		<b>582,214</b>	<b>415,429</b>	<b>442,214</b>	<b>71.4%</b>	<b>76.0%</b>	
<b>32. PW18: Miscellaneous Permits</b>									
1 Residential Driveway	\$149 per driveway + Record Retention		\$155 per driveway + Record Retention						
2 Street Tree Trimming	\$236 per tree (residential subdivision projects only + Record Retention		No Change						
<b>Sub-total PW18: Miscellaneous Permits</b>		<b>97.2%</b>		<b>6,820</b>	<b>6,556</b>	<b>6,820</b>	<b>96.1%</b>	<b>100.0%</b>	

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>								
<b>33.PW19: Miscellaneous Fees &amp; Charges</b>								
1 Aerials	\$4.50 per copy plus tax		No Change					
2 Blueline Prints	\$4.40 per copy plus tax		No Change					
3 CD Copies	Document Research Fee plus \$0.50 per disk		No Change					
4 Document Research Fee: Clerical	\$36 minimum/\$72 per hour		No Change					
5 Drawings	\$4.30 per copy plus tax		No Change					
6 Fault/Flood Hazard Map	\$4.00 each plus tax		No Change					
7 Geologic Hazard Map	\$3.50 each plus tax		No Change					
8 Microfilm	See Public Records Act Fees		No Change					
9 Non-Specific Miscellaneous Services: Inspection Staff	\$149/hr		\$155/hr					
10 Non-Specific Miscellaneous Services: Office Staff	\$149/hr		\$155/hr					
11 Notary Service	See Public Records Act Fees		No Change					
12 Optical Image Reproduction: 8 1/2 x 11 and 11 x 17	See Public Records Act Fees		No Change					
13 Optical Image Reproduction: Plans	See Public Records Act Fees		No Change					
14 Photocopies: 11 x 17	See Public Records Act Fees		No Change					
15 Photocopies: 8 1/2 x 11	See Public Records Act Fees		No Change					

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>								
<b>33. PW19: Miscellaneous Fees &amp; Charges</b>								
16 Photocopies: Microfiche/Microfilm	See Public Records Act Fees		No Change					
17 Plans and Specifications	Varies, depending on project		No Change					
18 Refund Processing Fee (for withdrawal, cancellation, or overpayment)	Non-Specific Miscellaneous Service: Office Staff \$149 hourly rate (1 hour minimum)		Non-Specific Miscellaneous Service: Office Staff \$155 hourly rate (1 hour minimum)					
19 Sale of Publications	100% of printing cost		No Change					
20 Sepia	\$4.50 per copy plus tax		No Change					
21 Service Fee-Outside Print	\$4.00 per request		No Change					
22 Standard Details	\$10 each plus tax		No Change					
23 Standard Specifications	\$30 each plus tax		No Change					
<b>Sub-total PW19: Miscellaneous Fees &amp; Charges</b>		<b>97.2%</b>		<b>10,284</b>	<b>9,856</b>	<b>9,856</b>	<b>95.8%</b>	<b>95.8%</b>
<b>34. PW20: Sewer Lateral Permits</b>								
1 Repair of Street Damage for Excavation of Sewer Laterals: Resurfacing Inspector and Street Pavement Repair Costs (\$1,200 Completion Deposit)	Time and Materials		No Change					
2 a. Arterial Lateral Sanitary/Storm (property line through 1st traffic lane)	\$1,785 per lateral + USA Fee + Record Retention		\$1,859 per lateral + USA Fee + Record Retention					
3 b. Arterial Lateral Sanitary/Storm (each additional traffic lane)	\$223 per additional lane of encroachment + USA Fee + Record Retention		\$232 per additional lane of encroachment + USA Fee + Record Retention					

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>								
<b>34. PW20: Sewer Lateral Permits</b>								
4 c. Lateral Cleanout in Right-of-Way	\$446 per cleanout + USA Fee + Record Retention		\$464 per cleanout + USA Fee + Record Retention					
5 d. Local Collector Lateral Sanitary/Storm	\$1,190 per lateral + USA Fee + Record Retention		\$1,239 per lateral + USA Fee + Record Retention					
<b>Sub-total PW20: Sewer Lateral Permits</b>		<b>97.2%</b>		<b>27,418</b>	<b>26,328</b>	<b>27,418</b>	<b>96.0%</b>	<b>100.0%</b>
<b>35. PW21: Streetlights/Traffic</b>								
1 a. Initial Streetlight Evaluation	\$446 + Record Retention		\$464 + Record Retention					
2 b. Streetlight Design (1 Streetlight)	\$1,562 + Record Retention		\$1,859 + Record Retention					
3 c. Streetlight Design (2-10 Streetlights)	\$2,826 + \$1,264 per streetlight >2 + Record Retention		\$3,254 + \$1,395 per streetlight >2 + Record Retention					
4 d. Streetlight Design (11-20 Streetlights)	\$13,757 + \$818 per streetlight >11 + Record Retention		\$15,341 + \$930 per streetlight >11 + Record Retention					
5 e. Streetlight Design (>20 Streetlights)	\$21,120 + \$595 each additional light >20 + Record Retention		\$23,708 + \$619 each additional light >20 + Record Retention					
6 f. Streetlight Review (1 Streetlight)	\$1,190 per streetlight + Record Retention		\$1,549 per streetlight + Record Retention					
7 g. Streetlight Review (2-10 Streetlights)	\$2,082 + \$892 per streetlight >2 + Record Retention		\$2,479 + \$930 per streetlight >2 + Record Retention					
8 h. Streetlight Review (11-20 Streetlights)	\$9,742 + \$521 per streetlight >11 + Record Retention		\$10,459 + \$542 per streetlight >11 + Record Retention					
9 i. Streetlight Review (>20 Streetlights)	\$14,427 + \$372 each additional light >20 + Record Retention		\$15,341 + \$387 each additional light >20 + Record Retention					



# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>								
<b>35. PW21: Streetlights/Traffic</b>								
10 j. Streetlight Inspection (1 Streetlight)	\$1,785 per streetlight + Record Retention		\$1,859 per streetlight + Record Retention					
11 k. Streetlight Inspection (2-10 Streetlights)	\$3,013 + \$1,228 per streetlight >2 + Record Retention		\$3,139 + \$1,279 per streetlight >2 + Record Retention					
12 l. Streetlight Inspection (11-20 Streetlights)	\$13,674 + \$833 per streetlight >11 + Record Retention		\$14,247 + \$868 per streetlight >11 + Record Retention					
13 m. Streetlight Inspection (>20 Streetlights)	\$21,170 + \$562 for each additional light >20 + Record Retention		\$22,057 + \$585 for each additional light >20 + Record Retention					
14 n. Streetlight Re-inspection (>2 re-inspection)	\$260 per inspection + Record Retention		\$271 per inspection + Record Retention					
15 o. Traffic Signal Inspection (Major Modification)	\$17,349 per signal + Record Retention		\$18,076 per signal + Record Retention					
16 p. Traffic Signal Inspection (Minor Modification)	\$10,389 per signal + Record Retention		\$10,823 per signal + Record Retention					
17 q. Traffic Signal Inspection (New)	\$21,662 per signal + Record Retention		\$22,569 per signal + Record Retention					
<b>Sub-total PW21: Streetlights/Traffic</b>		<b>97.2%</b>		<b>631,406</b>	<b>588,121</b>	<b>631,406</b>	<b>93.1%</b>	<b>100.0%</b>
<b>36. PW22: USA Locating: Non-Residential</b>								
1 a. First \$24,999	\$967 + Record Retention		\$1,007 + Record Retention					
2 b. \$25,000-\$49,999	\$967 + 2.67% of value >\$25,000 + Record Retention		\$1,007 + 2.78% of value >\$25,000 + Record Retention					
3 c. \$50,000-\$99,999	\$1,636 + 2.08% of value >\$50,000 + Record Retention		\$1,704 + 2.16% of value >\$50,000 + Record Retention					

**DEPARTMENTAL FEES AND CHARGES**

**PUBLIC WORKS**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>								
<b>36. PW22: USA Locating: Non-Residential</b>								
4 d. \$100,000-\$199,999	\$2,677 + 1.04% of value >\$100,000 + Record Retention		\$2,789 + 1.08% of value >\$100,000 + Record Retention					
5 e. \$200,000-\$499,999	\$3,718 + 0.69% of value >\$200,000 + Record Retention		\$3,874 + 0.72% of value >\$200,000 + Record Retention					
6 f. \$500,000-\$999,999	\$5,800 + 0.89% of value >\$500,000 + Record Retention		\$6,043 + 0.93% of value >\$500,000 + Record Retention					
7 g. Over \$1,000,000	\$10,262 + 0.51% of value >\$1,000,000 + Record Retention		\$10,692 + 0.53% of value >\$1,000,000 + Record Retention					
<b>Sub-total PW22: USA Locating: Non-Residential</b>		<b>97.2%</b>		<b>195,875</b>	<b>188,051</b>	<b>195,875</b>	<b>96.0%</b>	<b>100.0%</b>
<b>37. PW23: USA Locating: Residential</b>								
1 a. First \$24,999	\$967 + Record Retention		\$1,007 + Record Retention					
2 b. \$25,000-\$49,999	\$967 + 2.67% of value >\$25,000 + Record Retention		\$1,007 + 2.78% of value >\$25,000 + Record Retention					
3 c. \$50,000-\$99,999	\$1,636 + 2.08% of value >\$50,000 + Record Retention		\$1,704 + 2.16% of value >\$50,000 + Record Retention					
4 d. \$100,000-\$199,999	\$2,677 + 1.04% of value >\$100,000 + Record Retention		\$2,789 + 1.08% of value >\$100,000 + Record Retention					
5 e. \$200,000-\$499,999	\$3,718 + 0.69% of value >\$200,000 + Record Retention		\$3,874 + 0.72% of value >\$200,000 + Record Retention					

**DEPARTMENTAL FEES AND CHARGES**

**PUBLIC WORKS**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>DEVELOPMENT PROGRAM FEES - CATEGORY I</b>								
<b>37. PW23: USA Locating:</b>								
<b>Residential</b>								
6 f. \$500,000-\$999,999	\$5,800 + 0.89% of value >\$500,000 + Record Retention		\$6,043 + 0.93% of value >\$500,000 + Record Retention					
7 g. Over \$1,000,000	\$10,262 + 0.51% of value >\$1,000,000 + Record Retention		\$10,692 + 0.53% of value >\$1,000,000 + Record Retention					
<b>Sub-total PW23: USA Locating: Residential</b>		<b>97.2%</b>		<b>97,937</b>	<b>94,025</b>	<b>97,937</b>	<b>96.0%</b>	<b>100.0%</b>
<b>38. PW24: Sale of Fire Hydrants</b>								
1 Sale of Fire Hydrants	Latest bid price accepted by City		No Change					
<b>Sub-total PW24: Sale of Fire Hydrants</b>								
<b>SUB-TOTAL DEVELOPMENT PROGRAM FEES - CATEGORY I</b>		<b>94.7%</b>		<b>8,888,920</b>	<b>7,223,552</b>	<b>7,600,000</b>	<b>81.3%</b>	<b>85.5%</b>
<b>GEOGRAPHIC INFO SYSTEM FEES - CATEGORY I</b>								
<b>1. Geographic Information Systems</b>								
1 GIS Data Extraction, Compilation, and Programming Fee	Actual cost of data compilation, extraction, or programming		No Change					
<b>Sub-total Geographic Information Systems</b>								
<b>SUB-TOTAL GEOGRAPHIC INFO SYSTEM FEES - CATEGORY I</b>								
<b>INTER-AGENCY ENCROACHMENT PERMIT - CATEGORY I</b>								
<b>1. Inter-Agency Encroachment Permit</b>								
1 Bus Stop Facilities: Bus Shelters and all other Facilities	Time and Materials + Record Retention		No Change					

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>INTER-AGENCY ENCROACHMENT PERMIT - CATEGORY I</b>								
<b>1. Inter-Agency Encroachment Permit</b>								
2 Inter-Agency Encroachment Permit	Plan review and inspection on a time and materials basis		No Change					
<b>Sub-total Inter-Agency Encroachment Permit</b>								
<b>SUB-TOTAL INTER-AGENCY ENCROACHMENT PERMIT - CATEGORY I</b>								
<b>USE OF CITY HALL - CATEGORY II</b>								
<b>1. Application Fees</b>								
1 Application Fee (Non-Profit)	\$50 per event		No Change					
2 Application Fee (Other User) Note: Formerly Application fee for indoor events	\$110 per event		No Change					
3 Late Application; within 30 days (Non-Profit, Student, Government)	\$60 per event		No Change					
4 Late Application; within 30 days (Other User)	\$140 per event		No Change					
<b>2. Cancellation Charges</b>								
1 Committee Room Mtgs: more than 5 days prior to reservation	\$25		No Change					
2 Committee Room Mtgs: within 5 days of reservation	The greater of \$50 or 100% of estimated fees		No Change					
3 Indoor events: 180 days or less, but more than 30 days prior to event	50% of estimated fees		No Change					
4 Indoor events: 30 days prior to event	100% of estimated fees		No Change					

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>USE OF CITY HALL - CATEGORY II</b>								
<b>2. Cancellation Charges</b>								
5 Indoor events: more than 180 days prior to event	\$110 application fee		No Change					
<b>3. Catering Fees</b>								
1 Catering Fee (Non-Profits, Students, Government) Note:Formerly catering list fee	\$50 per event		No Change					
2 Catering Fee (Other Users) Note:Formerly Catering fee	\$75 per event		No Change					
<b>4. Cleaning/Damage Deposits</b>								
1 Committee Room	\$100		No Change					
2 Council Chambers	\$250		No Change					
3 Custodial Cleaning Fee	Amount of actual cost		No Change					
4 Limited Outdoor Event	\$250		No Change					
5 Outdoor Event	\$1,000		No Change					
6 Rotunda	\$1,000		No Change					
7 Rotunda Mezzanine	\$250		No Change					
<b>5. Indoor Meetings/Events (Non-Profit &amp; Government)</b>								
1 % of Gross Admission Receipts	5%		No Change					
2 Catering Pantry	\$25 per hour		No Change					
3 Committee Room (Mon - Fri)	No Charge		No Change					
4 Committee Room (Weekends)	\$50 per hour		No Change					

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>USE OF CITY HALL - CATEGORY II</b>								
<b>5. Indoor Meetings/Events (Non-Profit &amp; Government)</b>								
5 Council Chambers	\$100 per hour		No Change					
6 Film/Photo Permit - Outdoor 2-hr period (Mon-Fri)	\$80		No Change					
7 Film/Photo Permit - Rotunda 2-hr period (Mon-Fri)	\$120		No Change					
8 Free Use - Rotunda, Council Chambers and Plaza	No Charge		No Change					
9 Rotunda (Saturday)	\$1,200 per 8 hours, \$150 per additional hour		No Change					
10 Rotunda (per event)	\$5,500 per package price		No Change					
11 Rotunda - Mon- Fri (2-Hr Minimum)	\$150 per hour		No Change					
12 Rotunda - Weekends (8-Hr Minimum) Note: Formerly Rotunda (Saturday)	\$150 per hour		No Change					
13 Rotunda Mezzanine - Monday - Friday (2-Hr Minimum)	\$75 per hour		No Change					
14 Rotunda Mezzanine - Weekends (8-Hr Minimum) Note: Formerly Rotunda (per hour) Sunday - Friday	\$75 per hour		No Change					
15 Use Beyond Reservation Period	A fee of two times the normal rate for each hour or fraction thereof		No Change					

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>USE OF CITY HALL - CATEGORY II</b>								
<b>6. Indoor Meetings/Events (Other Users)</b>								
1 % of Gross Admission Receipts	7%		No Change					
2 Catering Pantry	\$50 per hour		No Change					
3 Committee Room (Monday - Friday)	No Charge		No Change					
4 Committee Room (Weekends)	\$60 per hour		No Change					
5 Council Chambers	\$125 per hour		No Change					
6 Rotunda - Monday- Friday (2-Hr Minimum) Note: Formerly Rotunda (per hour) Sunday - Friday	\$400 per hour		No Change					
7 Rotunda - Weekends (8-Hr Minimum)	\$400 per hour		No Change					
8 Rotunda Mezzanine - Monday - Friday (2-Hr Minimum)	\$150 per hour		No Change					
9 Rotunda Mezzanine - Weekends (8-Hr Minimum)	\$150 per hour		No Change					
10 Use Beyond Reservation Fee	A fee of two times the normal rate for each hour or fraction thereof		No Change					
11 Wedding/ Portrait Photography- Outdoor 2-hr period (Mon - Fri)	\$160 per 2 hr period		No Change					
<b>7. Other Fees and Charges</b>								
1 30 x 72 table rental late order	\$10.50 per table		No Change					
2 60" round table rental late order	\$11.50 per table		No Change					

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

## USE OF CITY HALL - CATEGORY II

### 7. Other Fees and Charges

3 Chair rental late order	\$4.50 per chair		No Change					
4 Chairs (includes set-up)	\$3.50 per chair		No Change					
5 Clean-up or damage charge	Amount of actual cost		No Change					
6 Committee Meeting Room Reconfiguration	\$100 or non-standard equipment rental fee, whichever is greater		No Change					
7 Lecturn	\$45		No Change					
8 Podium rental late order	\$30		No Change					
9 Power Wash	Amount of actual cost		No Change					
10 Public Address (PA) system	\$250 per use		No Change					
11 Public Address (PA) system late order	\$275 per use		No Change					
12 Rotunda Lighting (1-color)	\$1,000 per day		No Change					
13 Rotunda Lighting (2-color)	\$1,500 per day		No Change					
14 Rotunda Lighting (3 or more colors)	\$2,000 per day		No Change					
15 Staff (As Needed)- Security, Fac Attendant, etc..	Amount of actual cost		No Change					
16 Stage (4' x 8' sections/ up to 24' x 32')	\$25 per section		No Change					
17 Stage rental (6x8) late order	\$30 per section		No Change					



# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>USE OF CITY HALL - CATEGORY II</b>								
<b>7. Other Fees and Charges</b>								
18 Tables 60" Round (includes set-up)	\$10 per table		No Change					
19 Tables 6ft x 8ft (includes set-up) Note: Formerly Tables 60" Round (includes set-up)	\$9 per table		No Change					
<b>8. Outdoor Meetings/Events</b>								
1 % of Gross Admission Receipts (Non-Profit)	5%		No Change					
2 % of Gross Admission Receipts (Other Users)	7% or rent cost, whichever is higher		No Change					
3 Expressive Display Area Reservation	No Charge		No Change					
4 Outdoor Catering Area- South Plaza (8-hr use) Note: Formerly Outdoor Catering Area	\$250 per event		No Change					
5 Outdoor Limited Event (All Users) Note: Formerly Outdoor Limited Event Sunday - Friday	\$125 per hour		No Change					
6 Outdoor Plaza Event (Non-Profit, Student, Government) - Monday - Friday (2-Hr Minimum) Note: Formerly Outdoor Major Event (Non-profit) - Plaza Sunday - Friday	\$60 per hour		No Change					
7 Outdoor Plaza Event (Non-Profit, Student, Government) - Weekends (4-Hr Minimum)	\$60 per hour		No Change					

# DEPARTMENTAL FEES AND CHARGES

# PUBLIC WORKS

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>USE OF CITY HALL - CATEGORY II</b>								
<b>8. Outdoor Meetings/Events</b>								
8 Outdoor Plaza Event (Other Users) - Monday - Friday (2-Hr Minimum) Note: Formerly Outdoor Major Event - Bamboo Courtyard	\$125 per hour		No Change					
9 Outdoor Plaza Event (Other Users) -Weekends (4-Hr Minimum)	\$125 per hour		No Change					
10 Use beyond reservation period	A fee of two times the normal rate for each hour or fraction thereof		No Change					
<b>SUB-TOTAL USE OF CITY HALL - CATEGORY II</b>		<b>45.7%</b>		<b>783,972</b>	<b>253,000</b>	<b>253,000</b>	<b>32.3%</b>	<b>32.3%</b>
<b>UTILITY PROGRAM FEES - CATEGORY I</b>								
<b>1. Utility Excavation Permits</b>								
1 Major Permit Extension	\$600		No Change					
2 Major Permit Revision	\$150		No Change					
3 Major Permits	\$1,800		No Change					
4 Minor Permits	\$335		No Change					
5 Special Permits	Time and materials		No Change					
<b>Sub-total Utility Excavation Permits</b>		<b>98.3%</b>		<b>4,432,526</b>	<b>4,432,526</b>	<b>4,432,526</b>	<b>100.0%</b>	<b>100.0%</b>
<b>SUB-TOTAL UTILITY PROGRAM FEES - CATEGORY I</b>		<b>98.3%</b>		<b>4,432,526</b>	<b>4,432,526</b>	<b>4,432,526</b>	<b>100.0%</b>	<b>100.0%</b>

**DEPARTMENTAL FEES AND CHARGES**

**PUBLIC WORKS**

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>TOTAL DEPARTMENT - GENERAL FUND</b>				<b>23,410,298</b>	<b>14,201,224</b>	<b>14,594,813</b>	<b>60.7%</b>	<b>62.3%</b>
<b>TOTAL DEPARTMENT - NON-GENERAL FUND</b>								
<b>TOTAL DEPARTMENT - Category I</b>				<b>13,386,031</b>	<b>11,711,841</b>	<b>12,094,430</b>	<b>87.5%</b>	<b>90.4%</b>
<b>TOTAL DEPARTMENT - Category II</b>				<b>10,024,267</b>	<b>2,489,383</b>	<b>2,500,383</b>	<b>24.8%</b>	<b>24.9%</b>
<b>TOTAL DEPARTMENT</b>				<b>23,410,298</b>	<b>14,201,224</b>	<b>14,594,813</b>	<b>60.7%</b>	<b>62.3%</b>

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# TRANSPORTATION DEPARTMENT

## Impact Analysis Report

### ***OVERVIEW***

The Transportation Department is responsible for the collection of a variety of fees including fees for taxi stand rentals, miscellaneous traffic repairs and clean-ups, residential permit parking, sidewalk repair, traffic signal design and review, development review fees, micro mobility permits, traffic control signs, pavement markings, and tree planting and young tree trimming in new subdivisions.

In this report, the Transportation Department's \$2.6 million in proposed fee revenue reflects an overall 84.7% cost recovery rate for 2019-2020, which is above the 2018-2019 level of 75.9%. Category I fees are proposed at 99.4% cost recovery representing an increase from the 92.2% level in 2018-2019. The increase in recovery rates is attributed to the addition of the Category I Micro Mobility permit fee that was approved by the City Council on December 18, 2018.

Transportation Department Category II fee cost recovery levels, associated with the Sidewalk Repair Program, Tree Service Administrative Fee, and Parking Citation Cancellation Administrative Fee (limited per the California Vehicle Code), decreased slightly from 49.1% in 2018-2019 to 49.0% in 2019-2020, due to changes in salaries and City-wide Overhead Rates.

### ***SUMMARY AND IMPACT OF PROPOSED FEE REVISIONS***

#### Existing Fees

The Department continues to conduct time analysis studies to determine the appropriate amount of costs to allocate to

individual fees and permits. Fees are also adjusted annually to reflect updated position as well as indirect costs as determined by the City-wide Cost Allocation Plan for 2019-2020. Most of the recommended fee adjustments for the Department are the result of updated compensation costs, indirect costs, and supplies, materials, and equipment operations costs.

Fee adjustments for Development Plan reviews, Traffic Analysis Workslope reviews, and Improvement Plan reviews reflect increases to staff time required to deliver these services. The scope of review required has expanded to ensure conformity with the City's transportation policies including the Vehicle Miles Traveled (VMT) traffic mitigation requirements that became effective in March 2018. The 2019-2020 Proposed Operating Budget includes proposals funded by development fees totaling \$218,000 to make permanent 0.5 Engineer II to review new development proposals for traffic safety impacts and to add an Engineer II, limit-dated to June 30, 2020, to review new transportation infrastructure associated with development proposals.

Fee adjustments to the new Micro Mobility permit fee are proposed to maintain cost-recovery based on an updated number of devices permitted for operation as well as changes to salaries and City-wide overhead rates. The name for the Tree Planting and Young Tree Trimming in Subdivisions fee was changed to Young Tree Trimming in Subdivisions because the Department does not plant the trees, only takes care of trees planted by the developers of subdivisions.

## **TRANSPORTATION DEPARTMENT**

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### ***NOTIFICATION***

The Proposed Fees and Charges Report was released on May 3, 2019, allowing for a minimum of 10 days for public review. Public input on fee proposals will be heard by the City Council at public hearings held on Tuesday, May 14, 2019, at 1:30 p.m., and Monday, June 10, 2019, at 6:00 p.m. in the Council Chambers.

# DEPARTMENTAL FEES AND CHARGES

# TRANSPORTATION

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>TRANSPORTATION FEES (FUND 533) - CATEGORY I</b>									
<b>1. Clean Air Vehicle Permit</b>									
1 Clean Air Vehicle Permit	\$35 per permit	94.2%	No Change	7,000	7,000	7,000	100.0%	100.0%	
<b>Sub-total Clean Air Vehicle Permit</b>		<b>94.2%</b>		<b>7,000</b>	<b>7,000</b>	<b>7,000</b>	<b>100.0%</b>	<b>100.0%</b>	
<b>2. Meter Hood Rental</b>									
1 Meter Construction Hood - Regular Meter Zones	\$4 per day or \$24 per week		No Change						
2 Meter Construction Hood - Smart Meter Zone	\$8 per day or \$48 per week		No Change						
3 Meter Hood Administration	\$43 per rental or renewal		No Change						
4 Meter Hood Rental Deposit	\$50 deposit per meter hood		No Change						
5 Meter Service Hood - Regular Meter Zones	\$100 per month		No Change						
6 Meter Service Hood - Smart Meter Zone	\$200 per month		No Change						
<b>Sub-total Meter Hood Rental</b>									
<b>SUB-TOTAL TRANSPORTATION FEES (FUND 533) - CATEGORY I</b>		<b>94.2%</b>		<b>7,000</b>	<b>7,000</b>	<b>7,000</b>	<b>100.0%</b>	<b>100.0%</b>	
<b>TRANSPORTATION FEES (FUND 541)- CATEGORY I</b>									
<b>1. Side Sewer Installation</b>									
1 Sanitary Sewer Wye Installation	\$3,946 per installation		\$3,997 per installation						
<b>Sub-total Side Sewer Installation</b>		<b>99.7%</b>		<b>139,900</b>	<b>138,110</b>	<b>139,900</b>	<b>98.7%</b>	<b>100.0%</b>	
<b>SUB-TOTAL TRANSPORTATION FEES (FUND 541)- CATEGORY I</b>		<b>99.7%</b>		<b>139,900</b>	<b>138,110</b>	<b>139,900</b>	<b>98.7%</b>	<b>100.0%</b>	

# DEPARTMENTAL FEES AND CHARGES

# TRANSPORTATION

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

## TRANSPORTATION FEES - CATEGORY I

### 1. Development Review and Traffic

#### Analysis Permits

1 Improvement Plan Review: 3-major	\$2,246 per application plus 1% of construction cost		\$2,499 per application plus 1% of construction cost					
2 Improvement Plan Review: 3-minor	\$370 per application plus 1% of construction cost		\$414 per application plus 1% of construction cost					
3 Improvement Plan Review: Tract	\$2,246 per application plus 1% of construction cost		\$2,499 per application plus 1% of construction cost					
4 Plan Development (PD, CP, SP) Residential: 3-24 Dwelling Units	\$259 per application		\$397 per application					
5 Plan Development (PD, CP, SP) Non-Residential: 501- 9,999 sq. ft.	\$259 per application		\$397 per application					
6 Plan Development (PD, CP, SP) Non-Residential: No Construction	\$0 per application		No Change					
7 Plan Development (PD, CP, SP) Non-Residential: 0-500 sq. ft.	\$259 per application		\$397 per application					
8 Plan Development (PD, CP, SP) Non-Residential: 10,000-99,999 sq. ft.	\$389 per application		\$596 per application					
9 Plan Development (PD, CP, SP) Non-Residential: Greater than 99,999 sq. ft.	\$518 per application		\$795 per application					
10 Plan Development (PD, CP, SP) Residential: 0-2 Dwelling Units	\$259 per application		\$397 per application					



# DEPARTMENTAL FEES AND CHARGES

# TRANSPORTATION

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

## TRANSPORTATION FEES - CATEGORY I

### 1. Development Review and Traffic

#### Analysis Permits

11 Plan Development (PD, CP, SP) Residential: Greater than 99 Dwelling Units	\$518 per application		\$795 per application					
12 Plan Development (PD, CP, SP) Residential: No Construction	\$0 per application		No Change					
13 Plan Development (PD, CP,SP) Residential: 25-99 Dwelling Units	\$389 per application		\$596 per application					
14 Plan Development Zoning (PDC) Non-Residential: 0-500 sq. ft.	\$259 per application		\$397 per application					
15 Plan Development Zoning (PDC) Non-Residential: 501- 9,999 sq. ft.	\$259 per application		\$397 per application					
16 Plan Development Zoning (PDC) Non-Residential: 10,000- 99,999 sq. ft.	\$518 per application		\$795 per application					
17 Plan Development Zoning (PDC) Non-Residential: Greater than 99,999 sq. ft.	\$1,036 per application		\$1,591 per application					
18 Plan Development Zoning (PDC) Residential: 0-2 Dwelling Units	\$259 per application		\$397 per application					
19 Plan Development Zoning (PDC) Residential: 3-24 Dwelling Units	\$259 per application		\$397 per application					

# DEPARTMENTAL FEES AND CHARGES

# TRANSPORTATION

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

## TRANSPORTATION FEES - CATEGORY I

### 1. Development Review and Traffic

#### Analysis Permits

20	Plan Development Zoning (PDC) Residential: Greater than 99 Dwelling Units	\$518 per application		\$795 per application				
21	Plan Development Zoning (PDC) Residential: 25-99 Dwelling Units	\$389 per application		\$596 per application				
22	Site Development (H) Permit Non-Residential: 0-500 sq. ft.	\$259 per permit		\$397 per permit				
23	Site Development (H) Permit Non-Residential: 501-9,999 sq. ft. Note: Previously 501-10,000 sq. ft.	\$389 per permit		\$596 per permit				
24	Site Development (H) Permit Non-Residential: 10,000-99,999 sq. ft. Note: Previously 10,001-100,000 sq. ft.	\$518 per permit		\$795 per permit				
25	Site Development (H) Permit Non-Residential: Greater than 99,999 sq. ft. Note: Previously Greater than 100,000 sq. ft.	\$1,036 per permit		\$1,591 per permit				
26	Site Development (H) Permit Non-Residential: No Construction	\$0 per permit		No Change				
27	Site Development (H) Permit Residential 25-99 Dwelling Units	\$389 per permit		\$596 per permit				

# DEPARTMENTAL FEES AND CHARGES

# TRANSPORTATION

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>TRANSPORTATION FEES - CATEGORY I</b>								
<b>1. Development Review and Traffic Analysis Permits</b>								
28 Site Development (H) Permit Residential: 0-2 Dwelling Units	\$259 per permit		\$397 per permit					
29 Site Development (H) Permit Residential: 3-24 Dwelling Units Note:Previously 3-25 Dwelling Units	\$259 per permit		\$397 per permit					
30 Site Development (H) Permit Residential: Greater than 99 Dwelling Units Note:Previously Greater than 100 Dwelling Units	\$518 per permit		\$795 per permit					
31 Site Development (H) Permit Residential: No Construction	\$0 per permit		No Change					
32 Standard Traffic Analysis Report: 1-99 Peak Hour Trips (PHT)	\$424 per report		\$431 per report					
33 Standard Traffic Analysis Report: 100-198 PHT	\$636 per report plus \$2 per PHT		\$862 per report plus \$2 per PHT					
34 Standard Traffic Analysis Report: 199 or greater PHT	\$954 per report plus \$2 per PHT (\$1,900 maximum)		\$1,293 per report plus \$2 per PHT (\$1,940 maximum)					
35 Standard or Operational Workscope Report: 1-99 Peak Hour Trips	\$318 per report		\$431 per report					
36 Standard or Operational Workscope Report: 100-198 Peak Hour Trips	\$530 per report		\$718 per report					

# DEPARTMENTAL FEES AND CHARGES

# TRANSPORTATION

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>TRANSPORTATION FEES - CATEGORY I</b>									
<b>1. Development Review and Traffic Analysis Permits</b>									
37 Standard or Operational Workscope Report: 199 PHT or greater	\$636 per report plus \$2 per PHT (\$1,590 maximum)		\$862 per report plus \$2 per PHT (\$1,610 maximum)						
38 Traffic Analysis Operational Report Review: 1-99 Peak Hour Trips	\$318 per report		\$431 per report						
39 Traffic Analysis Operational Report Review: 100-198 Peak Hour Trips	\$636 per report		\$862 per report						
40 Traffic Analysis Operational Report Review: 199 or more Peak Hour Trips	\$636 per report plus \$2 per PHT (\$1,590 maximum)		\$862 per report plus \$2 per PHT (\$1,610 maximum)						
<b>Sub-total Development Review and Traffic Analysis Permits</b>		<b>99.6%</b>		<b>502,617</b>	<b>285,000</b>	<b>502,617</b>	<b>56.7%</b>	<b>100.0%</b>	
<b>2. Freight Loading Zone Permits</b>									
1 Special Freight Loading Zone Permit	\$25 per permit		No Change						
2 Special Loading/Unloading Permit	\$25 per permit		No Change						
<b>Sub-total Freight Loading Zone Permits</b>									
<b>3. General Plan Amendment (GPA) Model Analysis</b>									
1 Additional Runs	\$2,816 per additional run		\$3,277 per additional run						
2 GPA Base Fee	\$1,122 base fee		\$1,319 base fee						
3 GPA Requiring Traffic Modeling	\$5,459 per analysis		\$6,344 per analysis						

# DEPARTMENTAL FEES AND CHARGES

# TRANSPORTATION

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>TRANSPORTATION FEES - CATEGORY I</b>									
<b>3. General Plan Amendment (GPA)</b>									
<b>Model Analysis</b>									
4 GPA Requiring an Environmental Impact Report (EIR)	\$6,304 per EIR		\$7,208 per EIR						
<b>Sub-total General Plan Amendment (GPA) Model Analysis</b>		<b>100.0%</b>							
<b>4. House Moving Escort</b>									
1 Deposit	\$400 deposit		No Change						
2 Escorts	\$107 per officer per hour, minimum 3 hours		\$117 per officer per hour, minimum 3 hours						
3 Permits	\$90 per permit		\$85 per permit						
<b>Sub-total House Moving Escort</b>									
<b>5. Micro Mobility</b>									
Note: Fees were established on December 18, 2018.									
1 Application Fee	\$2,500 per application		\$2,968 per application						
2 Deposit	\$10,000 deposit		No Change						
3 Permit Fee	\$124 per permit		\$94 per permit						
<b>Sub-total Micro Mobility</b>				<b>293,300</b>	<b>379,500</b>	<b>293,300</b>	<b>129.4%</b>	<b>100.0%</b>	
<b>6. Miscellaneous Fees and Charges</b>									
1 Adult Crossing Guard Restudy Note: Previously Crossing Restudy	\$250 per study		No Change						
2 Banner Installations	\$67 per installation plus materials		\$69 per installation plus materials						

# DEPARTMENTAL FEES AND CHARGES

# TRANSPORTATION

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

## TRANSPORTATION FEES - CATEGORY I

### 6. Miscellaneous Fees and Charges

3 Car sensor replacement	\$296 per sensor		\$297 per sensor					
4 Double Banner Installations	\$101 per installation plus materials		\$103 per installation plus materials					
5 Interstate Truck Terminal Trailblazer Signs	Full Cost Recovery		No Change					
6 Interstate Truck Terminal and Route Application	Full Cost Recovery		No Change					
7 Lost Meter Revenue	\$4 per day per meter or \$8 per day per smart meter		No Change					
8 Meter head/pole removal	\$81 per meter head / \$169 per pole		\$83 per meter head / \$174 per pole					
9 Miscellaneous Reports: 11 x 17	See City Clerk Fees		No Change					
10 Miscellaneous Reports: 8.5 x 11	See City Clerk Fees		No Change					
11 Miscellaneous Services - repairs, clean-ups, shrub trimming	Full Cost Recovery		No Change					
12 Multi-Trip Transportation Permits	\$90 per year (State regulation)		No Change					
13 New Banner Hardware Installations Note:Previously New Banner Installations	\$101 per installation plus materials		\$103 per installation plus materials					
14 New Double Banner Hardware Installations	\$131 per installation plus materials		\$134 per installation plus materials					

# DEPARTMENTAL FEES AND CHARGES

# TRANSPORTATION

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>TRANSPORTATION FEES - CATEGORY I</b>								
<b>6. Miscellaneous Fees and Charges</b>								
15 No Trespassing Signs	Full Cost Recovery		No Change					
16 Signal Central Monitoring Fees	\$86 per hour		\$101 per hour					
17 Single Trip Transportation Permits	\$16 each (State regulation)		No Change					
18 Tow Away Permits	\$50 per permit		No Change					
19 Tow Away Signs	\$0.55 each		No Change					
20 Valet Parking - Annual Maintenance for Curb Paint per Parking Space	\$26 per parking space		No Change					
21 Valet Parking Lost Meter Revenue per Meter Space	\$480 per meter space		No Change					
22 Valet Parking Zone - Annual Fee	\$99 per zone		\$104 per zone					
23 Valet Parking Zone - One Time	\$565 per zone		\$631 per zone					
24 Valet Parking per Additional Sign - One Time	\$141 per additional sign installed		\$147 per additional sign installed					
<b>Sub-total Miscellaneous Fees and Charges</b>		<b>91.9%</b>		<b>250,000</b>	<b>244,300</b>	<b>250,000</b>	<b>97.7%</b>	<b>100.0%</b>
<b>7. New Subdivision Pavement Markings</b>								
1 New Subdivision Pavement Markings	\$451 basic fee, plus \$3.99 per sq. ft.		\$497 basic fee, plus \$4.06 per sq. ft.					
<b>Sub-total New Subdivision Pavement Markings</b>		<b>100.0%</b>		<b>92,063</b>	<b>90,000</b>	<b>92,063</b>	<b>97.8%</b>	<b>100.0%</b>

# DEPARTMENTAL FEES AND CHARGES

# TRANSPORTATION

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

## TRANSPORTATION FEES - CATEGORY I

### 8. New Subdivision Traffic Control

#### Signs

1 New Subdivision Traffic Control Signs	\$282 per average sign		\$294 per average sign					
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#### Sub-total New Subdivision Traffic Control Signs

99.7%

41,160

39,480

41,160

95.9%

100.0%

### 9. Residential Permit Parking

1 All permit areas except Horace Mann, South University Neighborhood (SUN), St. Leo, Garden Alameda, Autumn Montgomery, Parkside, and Market Almaden Permit Areas: Guest Permit	\$35 per two-year guest permit		No Change					
2 All permit areas except Horace Mann, South University Neighborhood (SUN), St. Leo, Garden Alameda, Autumn Montgomery, Parkside, and Market Almaden Permit Areas: Replacement Permit	\$35 per two-year permit (no charge if lost due to fire, vandalism, theft, or accident)		No Change					
3 All permit areas except Horace Mann, South University Neighborhood (SUN), St. Leo, Garden Alameda, Autumn Montgomery, Parkside, and Market Almaden Permit Areas: Residential Permit	\$35 per two-year permit		No Change					
4 Horace Mann, South University Neighborhood (SUN) Permit Area: Guest Permit	\$35 per permit per year		No Change					
5 Horace Mann, South University Neighborhood (SUN) Permit Area: Replacement Permit	\$35 per year permit (no charge if lost due to fire, vandalism, theft, or accident)		No Change					



# DEPARTMENTAL FEES AND CHARGES

# TRANSPORTATION

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>TRANSPORTATION FEES - CATEGORY I</b>									
<b>9. Residential Permit Parking</b>									
6 Horace Mann, South University Neighborhood (SUN) Permit Area: Residential Permit	\$35 per permit per year		No Change						
7 St. Leo, Garden Alameda, Autumn Montgomery, Parkside, and Market Almaden Permit Areas: Guest Permit	\$0		No Change						
8 St. Leo, Garden Alameda, Autumn Montgomery, Parkside, and Market Almaden Permit Areas: Replacement Permit	\$35 per two-year permit (no charge if lost due to fire, vandalism, theft, or accident)		No Change						
9 St. Leo, Garden Alameda, Autumn Montgomery, Parkside, and Market Almaden Permit Areas: Residential Permit	\$0		No Change						
<b>Sub-total Residential Permit Parking</b>		<b>73.0%</b>		<b>331,572</b>	<b>323,820</b>	<b>323,820</b>	<b>97.7%</b>	<b>97.7%</b>	
<b>10. Sale of Street Name Signs</b>									
1 Sale of Street Name Signs	\$297 per pair of signs		\$303 per pair of signs						
<b>Sub-total Sale of Street Name Signs</b>		<b>100.0%</b>		<b>3,030</b>	<b>2,970</b>	<b>3,030</b>	<b>98.0%</b>	<b>100.0%</b>	
<b>11. Signal Design/Review</b>									
1 Major Development Signal Design: Electronic base map	\$9,003 (not collected if provided)		\$8,998 (not collected if provided)						
2 Major Development Signal Design: Per LRT, County, and State locations	\$4,819		\$4,981						
3 Major Development Signal Design: Per signal design and activation	\$49,201		\$55,429						

# DEPARTMENTAL FEES AND CHARGES

# TRANSPORTATION

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>TRANSPORTATION FEES - CATEGORY I</b>									
<b>11. Signal Design/Review</b>									
4 Major Development Signal Design: Traffic Controller Fee	\$5,152 per controller (if applicable)		\$5,174 per controller (if applicable)						
5 Major Development Signal Review: Per re-review after 3rd submittal	\$894		\$937						
6 Major Development Signal Review: Per signal review and activation	\$33,107		\$37,833						
7 Major Development Signal Review: Traffic Controller Fee	\$5,152 per controller (if applicable)		\$5,174 per controller (if applicable)						
8 Minor Development Signal Design: Electronic base map	\$9,003 (not collected if provided)		\$8,998 (not collected if provided)						
9 Minor Development Signal Design: Per LRT, County, and State locations	\$4,780		\$4,980						
10 Minor Development Signal Design: Per signal design and activation	\$28,443 per signal design		\$31,350 per signal design						
11 Minor Development Signal Design: Traffic Controller Fee	\$5,152 per controller (if applicable)		\$5,174 per controller (if applicable)						
12 Minor Development Signal Review: Per re-review after 3rd submittal	\$894		\$937						
13 Minor Development Signal Review: Per signal review and activation	\$19,566		\$21,555						
14 Minor Development Signal Review: Traffic Controller Fee	\$5,152 per controller (if applicable)		\$5,174 per controller (if applicable)						
<b>Sub-total Signal Design/Review</b>		<b>100.0%</b>		<b>178,164</b>	<b>160,000</b>	<b>178,164</b>	<b>89.8%</b>	<b>100.0%</b>	

# DEPARTMENTAL FEES AND CHARGES

# TRANSPORTATION

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

## TRANSPORTATION FEES - CATEGORY I

<b>12. Taxi Stand Rental</b>								
1 Taxi Stand Rental	\$81 per space per month		\$60 per space per month					
<b>Sub-total Taxi Stand Rental</b>		<b>99.0%</b>		<b>20,293</b>	<b>20,160</b>	<b>20,160</b>	<b>99.3%</b>	<b>99.3%</b>
<b>13. Traffic Operations</b>								
1 Traffic Operations Improvements	Full Cost Recovery		No Change					
<b>Sub-total Traffic Operations</b>								
<b>14. Young Tree Trimming in Subdivisions</b>								
1 Young Tree Trimming in Subdivisions	\$228 per tree		\$321 per tree					
Note: Previously Tree Planting and Young Tree Trimming in Subdivisions								
<b>Sub-total Young Tree Trimming in Subdivisions</b>		<b>99.9%</b>		<b>9,659</b>	<b>6,840</b>	<b>9,630</b>	<b>70.8%</b>	<b>99.7%</b>
<b>SUB-TOTAL TRANSPORTATION FEES - CATEGORY I</b>		<b>91.4%</b>		<b>2,015,158</b>	<b>2,179,570</b>	<b>2,002,844</b>	<b>108.2%</b>	<b>99.4%</b>

## TRANSPORTATION FEES - CATEGORY II

<b>1. Parking Citation Administration Fee</b>								
1 Parking Citation Administrative Fee	\$25 per dismissal		No Change					
Note: Max Fee is \$25 per Cal Vehicle Code								
<b>Sub-total Parking Citation Administration Fee</b>								
<b>2. Sidewalk Repair Program</b>								
1 Non-Compliance Fee	\$20 per permit		No Change					

# DEPARTMENTAL FEES AND CHARGES

# TRANSPORTATION

Service	2018-2019 Adopted Fee	2018-2019 % Cost Recovery	2019-2020 Proposed Fee	2019-2020 Estimated Cost	2019-2020 Estimated Revenue		2019-2020 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>TRANSPORTATION FEES - CATEGORY II</b>								
<b>2. Sidewalk Repair Program</b>								
2 Sidewalk Grind w/ City's Contractor	\$20 per permit		No Change					
3 Sidewalk Grind w/o City's Contractor	\$0 per permit		No Change					
4 Sidewalk Remove and Replace w/ City's Contractor	\$100 per permit		No Change					
5 Sidewalk Remove and Replace w/o City's Contractor	\$100 per permit		No Change					
<b>Sub-total Sidewalk Repair Program</b>		<b>40.5%</b>		<b>718,220</b>	<b>281,000</b>	<b>281,000</b>	<b>39.1%</b>	<b>39.1%</b>
<b>3. Sidewalk Repair Program Penalties</b>								
1 60 Day Late Payment Penalty	5% of the unpaid balance		No Change					
2 90 Day Late Payment Penalty	5% of the unpaid balance (excluding previous penalties)		No Change					
<b>Sub-total Sidewalk Repair Program Penalties</b>								
<b>4. Tree Service Administrative Fee</b>								
1 Tree Service Administrative Fee	\$118 per tree service		\$120 per tree service					
<b>Sub-total Tree Service Administrative Fee</b>		<b>90.8%</b>		<b>173,918</b>	<b>153,400</b>	<b>156,000</b>	<b>88.2%</b>	<b>89.7%</b>
<b>SUB-TOTAL TRANSPORTATION FEES - CATEGORY II</b>		<b>49.1%</b>		<b>892,138</b>	<b>434,400</b>	<b>437,000</b>	<b>48.7%</b>	<b>49.0%</b>
<b>TOTAL DEPARTMENT - GENERAL FUND</b>				<b>2,907,296</b>	<b>2,613,970</b>	<b>2,439,844</b>	<b>89.9%</b>	<b>83.9%</b>
<b>TOTAL DEPARTMENT - NON-GENERAL FUND</b>				<b>146,900</b>	<b>145,110</b>	<b>146,900</b>	<b>98.8%</b>	<b>100.0%</b>
<b>TOTAL DEPARTMENT - Category I</b>				<b>2,162,058</b>	<b>2,324,680</b>	<b>2,149,744</b>	<b>107.5%</b>	<b>99.4%</b>
<b>TOTAL DEPARTMENT - Category II</b>				<b>892,138</b>	<b>434,400</b>	<b>437,000</b>	<b>48.7%</b>	<b>49.0%</b>
<b>TOTAL DEPARTMENT</b>				<b>3,054,196</b>	<b>2,759,080</b>	<b>2,586,744</b>	<b>90.3%</b>	<b>84.7%</b>