

# 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 related to processing development permit applications; ensuring construction in San José substantially conforms to applicable building codes and regulations to promote life-safety; ensuring the safety of multi-family housing units; and providing solid waste enforcement and other code enforcement and blight reduction programs.

The proposed Planning, Building and Code Enforcement Department fees and charges program for 2015-2016, excluding penalties and interest, is estimated to collect \$39.9 million, reflecting a cost recovery rate of 83% (Category I). To maintain a cost recovery rate of 100% for the Development Fee Programs, the use of reserves is proposed (\$1.8 million in the Planning Development Fee Program and \$6.1 million in the Building Development Fee Program). In addition, the Solid Waste Enforcement Fee Program in 2015-2016 is anticipated to generate revenues of \$4.2 million. It is assumed that a portion of the funding for the program will be provided from higher than anticipated collections in 2014-2015 (\$530,000).

Activity in the Planning and Building Development Fee Programs is exceeding expectations in 2014-2015 and, as a result, the Department has increased its temporary staffing resources and continues to use peak staffing consulting services for support during peak development activity levels. Based on the anticipated sustained increase in activity, the 2015-2016 Proposed Operating Budget recommends a net addition of 1.02 positions in the Planning Development Fee Program, and a net addition of 9.75 positions in the Building

Development Fee Program. With a goal to keep up with the high demand for service, additional resources will be added to provide counter assistance, plan review, and additional administrative staffing to assist with tracking and website improvements.

### ***DEVELOPMENT FEE PROGRAMS***

Development activity in 2014-2015 remained strong with projected construction valuation at \$1.3 billion, although not as high as the peak levels reached in 2013-2014 of \$1.7 billion. Projects such as Super Micro, Westfield Valley Fair Expansion, and the Santana Row Office Expansion contributed to this very strong activity and associated revenue. The Development Services partners anticipate activity levels to remain strong in 2015-2016 with a projected construction valuation of \$1.1 billion as a result of anticipated projects such as the Silvery Towers, a high rise in Downtown San José, and the continued build out of Almaden Ranch including the Bass Pro Shop. In addition, Planning is anticipating future multi-family projects, as well as an increase in residential entitlements and use permits in 2015-2016.

Based on this sustained increase in activity, the Building Development Fee Program is projecting to end 2014-2015 with \$28.8 million in revenues. The Planning Development Fee Program is also experiencing strong activity and is projecting to exceed its 2014-2015 revenue estimate of \$3.6 million by \$800,000, thereby, estimating to end the year with \$4.4 million in revenues.

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

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### ***DEVELOPMENT FEE PROGRAMS***

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

The Building Development Fee Program is projected to be at 80.9% cost recovery in 2015-2016 with a projected revenue estimate of \$26 million. The use of \$6.1 million from the Building Development Fee Program Reserve is recommended to balance this fee program (estimated remaining reserve of \$18.0 million is primarily for works-in-progress projects). With these actions, the Building Development Fee Program is expected to remain at 100% cost recovery.

The Building Development Fee Program is recommending the addition of 9.75 positions to support the increased activity in the Permit Center, Inspection, Plan Review, and administrative duties. Additional non-personal/equipment funding include the replacement of twelve aging vehicles in the Building Development Fee Program, peak staffing contractual services, and mobile inspection devices. These actions are included as part of the 2015-2016 Proposed Operating Budget.

Additional resources, funded by the Development Services partners (Building, Planning, Fire, and Public Works), are included in the budget to improve the Department's website and education materials, document processing, and permit center customer service. These shared support resources for this program include: an addition of a Website and Graphics Coordinator to update the Department's website and educational materials; the addition of a Staff Technician to increase the number of documents imaged and decrease turnaround time for duplication requests; the addition of a Permit Specialist to better serve customers in the Permit

Center; a position in the Information Technology Department to support enterprise management systems; and a position in the Finance Department for increased procurement support. No adjustments to the fees in the Building Development Fee Program are recommended.

#### ***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 2014-2015, Planning has experienced a high level of applications and activity in the Permit Center. This activity is anticipated to be sustained in 2015-2016.

Based on the current and projected sustained activity, collections of \$3.6 million are projected for 2015-2016, resulting in a 67.2% cost recovery rate. The use of \$1.8 million from the Planning Development Fee Program Reserve is recommended to balance this fee program (estimated remaining reserve at the beginning of 2015-2016 is \$37,000 to be used for works-in-progress projects). With these actions, the Planning Development Fee Program is expected to remain at 100% cost recovery.

As discussed above in the Building Development Fee Program, the Planning Development Fee Program is supporting the addition of the shared support services as well. One-time non-personal/equipment funding is also included in the 2015-2016 Proposed Operating Budget to convert hardcopy files in the Planning Division library to digital files.

A new Habitat Conservation Plan fee is recommended in this program for 2015-2016.

***DEVELOPMENT FEE PROGRAMS***

***Code Enforcement Fee Program***

The Code Enforcement Fee Program is projected to be at 99.1% cost recovery in 2015-2016 with a projected revenue estimate of \$10.1 million. For 2015-2016, upward adjustments to a number of miscellaneous Code fees are proposed to recover increased personnel and non-personal/equipment costs to support the Code Enforcement Fee Program. All fees are recommended to increase except the Tier 1 fee and Transfer Fee in the Multiple Housing Program, Transfer Fee in the Off-Sale Alcohol Enforcement Program, Solid Waste Enforcement Fee, and the Tobacco Retail Permit Fee and Transfer Fee in the Tobacco Retail Program.

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

***Building Development Fee Program***

There are no new fees or fee modifications recommended in the program for 2015-2016. A consultant study to analyze current fee levels, compare fees to other jurisdictions, review business processes, and provide recommendations to adjust fees accordingly is scheduled to begin in late 2014-2015 and conclude in spring 2017. The Building portion of the study will be part of the second phase of the project and will align the Building fees with current business processes and develop a works-in-progress model that can be used regularly to estimate the Building Development Fee Program's liability.

***Planning Development Fee Program***

There is one new fee recommended in this program for 2015-2016. A Habitat Conservation Plan (HCP) base fee of \$374, minimum of two hours, for any project requiring HCP review and coordination is proposed. Complex projects requiring significantly more staff time will be charged the additional cost of a Planner's time at \$187 per hour. The Planning Development Fee Program's fee study started in 2014-2015 and will be completed in 2015-2016. Once completed, the study will align the Planning fees with current business processes and develop a works in progress model that can be used regularly to estimate the Planning Development Fee Program's liability.

***Code Enforcement Fee Program***

In the Code Enforcement Fee Program, increases to the following fees are recommended to maintain full cost recovery per City Council policy: Auto Body Repair Shop Permit; Auto Body, Repair and Dismantler Facility Reinspection Permit Fee; Automobile Dismantler Permit; Building Code Compliance Program; General Code Reinspection Fee, Inspector hourly rates, Multiple Housing Program (Tier II and III Occupancy Permit; Reinspection, and Permit Reinstatement Fees); the Off-Sale Alcohol Enforcement Program (Permit, Reinspection, and Permit Reinstatement Fees); the Tobacco Retail Program (Reinspection and Reinstatement Fees), and Neglected/Vacant House Registration Fee. The following fees are recommended to be decreased based on a reevaluation of staff time and costs for this activity: Tobacco Retail Program (Permit and Transfer), Multiple Housing Program (Tier 1 Occupancy Permit and Transfer), Off Sale Alcohol (Transfer), and Solid Waste Enforcement Fee.

**PLANNING, BUILDING AND CODE ENFORCEMENT DEPARTMENT**

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

***Code Enforcement Fee Program (Cont'd.)***

An incremental increase to the Abandoned Cart Program from \$345 per year to \$490 per year will bring the program from a 33% to a 46.9% cost recovery rate, as part of a multi-year phase-in of the rate increase.

The 2014-2015 Adopted Operating Budget approved the implementation of a risk-based and self-certification tiered Multiple Housing Fee Program that allowed Code Enforcement to focus on the more problematic landlords and their properties and is 100% funded by Multiple Housing fees. With this program re-design, the fee schedule was amended to charge higher fees for more problematic buildings, providing a financial incentive for owners/managers to improve building maintenance in order to move to a lower tier level. The fee revisions for each tier are listed below:

**Tier 1: Decrease from \$28.47 to \$26.53 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: Increase from \$59.20 to \$64.64 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 \$102.67 to \$113.31 per unit.**  
This fee would cover the cost of frequent inspections for more problematic properties and a slightly higher percentage of the program costs, which is appropriate since these units require more research and time to inspect.

In the Solid Waste Enforcement Fee Program, a reduction to the tonnage rate from \$1.16 per ton to \$1.08 per ton is recommended. This reduction is possible because estimated expenditure savings in 2014-2015 (\$530,000) is recommended to be used to offset a portion of the costs in 2015-2016.

The Permit Fee in the Tobacco Retail Program decreased from \$534.80 per business to \$429.10 per business as a result of an elimination of 1.0 Code Enforcement Inspector due to the decreased activity level. The permit fee is assessed on each business owner that sells tobacco products and the fee recovers the costs associated with annual inspections of these businesses. Activity level will decrease in 2015-2016 due to retailers, such as CVS, that have discontinued selling tobacco products.

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 2015-2016, staff continues to discuss these proposals with the San José Silicon Valley Chamber of Commerce Development Committee, which has served as an advisory panel to the City’s Development Services partners. Staff 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 1, 2015, 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 12, 2015, at 1:30 p.m. and Monday, June 8, 2015, at 7:00 p.m. in the Council Chambers.

# DEPARTMENTAL FEES AND CHARGES

# PLANNING, BUILDING & CODE ENFORCEMENT

Service	2014-2015 Adopted Fee	2014-2015 % Cost Recovery	2015-2016 Proposed Fee	2015-2016 Estimated Cost	2015-2016 Estimated Revenue		2015-2016 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

## BUILDING FEE PROGRAM - CATEGORY I

Note:NOTE: The use of the Building Development Fee Program Reserve (\$6,142,077) in 2015-2016 will bring the Development Fee Program to full cost recovery from 80.9%.

### 1. Addressing Fee

1 Addressing Fee	\$320 minimum (2 hours) additional time is \$160 per hour		No Change					
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### 2. Building Permits

1 Accessibility Exemption Application	\$210 per application		No Change					
2 Fixed Time Assessments and Fixtures	See Exhibit G		No Change					
3 Non-Residential	\$206 per inspection hour with initial assessment based on historic data		No Change					
4 Permit Processing Fee - Non-Residential	\$160 per hour applied to number of hours based on statistical averages for each subtype		No Change					
5 Permit Processing Fee - Residential	\$160 per hour applied to number of hours based on statistical averages for each subtype		No Change					
6 Reroofing - Non-Residential	\$257.50 for up to two inspections plus \$103 per 1/2 hour for each additional inspection		No Change					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2014-2015 Adopted Fee	2014-2015 % Cost Recovery	2015-2016 Proposed Fee	2015-2016 Estimated Cost	2015-2016 Estimated Revenue		2015-2016 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

**BUILDING FEE PROGRAM - CATEGORY I**

**2. Building Permits**

7 Reroofing - Residential	\$154.50 for up to two inspections plus \$103 per 1/2 hour for each additional inspection		No Change					
8 Residential	\$206 per inspection hour with initial assessment based on historic data		No Change					

**3. Building Plan Checking**

1 Alternate Materials and Methods of Construction Application	\$420 base fee (2 hours minimum) plus additional time at \$210 per hour		No Change					
2 Complexity Base Fees + additional charges for Fire Review	\$210 per hour (1/2 hour minimum)		No Change					
3 Complexity Base Fees + additional charges for Flood Zone	\$210 per hour (1/2 hour minimum)		No Change					
4 Complexity Base Fees + additional charges for Geohazard Zone	\$210 per hour (1/2 hour minimum)		No Change					
5 Complexity Base Fees + additional charges for Historic	\$210 per hour (1/2 hour minimum)		No Change					
6 Complexity Base Fees + additional charges for Planning Adjustment Required	\$210 per hour (1/2 hour minimum)		No Change					
7 Complexity Base Fees + additional charges for Planning Conformance Review	\$210 per hour (1/2 hour minimum)		No Change					

## DEPARTMENTAL FEES AND CHARGES

## PLANNING, BUILDING & CODE ENFORCEMENT

Service	2014-2015 Adopted Fee	2014-2015 % Cost Recovery	2015-2016 Proposed Fee	2015-2016 Estimated Cost	2015-2016 Estimated Revenue		2015-2016 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>BUILDING FEE PROGRAM - CATEGORY I</b>								
<b>3. Building Plan Checking</b>								
8 Complexity Base Fees + additional charges for Seismic Hazards	\$210 per hour (1/2 hour minimum)		No Change					
9 Complexity Base Fees + additional charges for Soils Report	\$210 per hour (1/2 hour minimum)		No Change					
10 Complexity Base Fees + additional charges for Structural Calculation	\$210 per hour (1/2 hour minimum)		No Change					
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	\$210 per hour		No Change					
15 Non-Residential	\$210 per hour - Base fee is established on average time per product type - review time is limited to hours paid for after 2 hours in the 2nd cycle		No Change					
16 Plan Review Appointment - No Show	\$210		No Change					
17 Plan Review services for which no other fee is specified	\$210 per hour (1/2 hour minimum)		No Change					



## DEPARTMENTAL FEES AND CHARGES

## PLANNING, BUILDING & CODE ENFORCEMENT

Service	2014-2015 Adopted Fee	2014-2015 % Cost Recovery	2015-2016 Proposed Fee	2015-2016 Estimated Cost	2015-2016 Estimated Revenue		2015-2016 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>BUILDING FEE PROGRAM - CATEGORY I</b>								
<b>3. Building Plan Checking</b>								
18 Preliminary Plan Review	\$210 base fee (1 hour minimum) plus additional time at \$210 per hour		No Change					
19 Residential	\$210 per hour - Base fee is established on average review time per product type - review time is limited to hours paid for after 2 hours in the 2nd review cycle; hourly rate for small residential plan review projects (alterations up to 300 square feet and additions under 100 square feet)		No Change					
20 Subdivisions - Plot Review	\$210 per hour (15 minute minimum)		No Change					
<b>4. Compliance Reports</b>								
1 Compliance Reports	\$618 per inspection (3 hours)		No Change					
<b>5. Document Research Fee</b>								
1 Document Research Fee	\$40 minimum/\$80 per hour or \$80 minimum/\$160 per hour depending on staff level		No Change					
<b>6. Electrical Permits</b>								
1 Express Plan Check	1.5 times regular Plan Check Fee		No Change					
2 Non-Residential	\$206 per inspection hour with initial assessment based on historic data OR fixture rate		No Change					

## DEPARTMENTAL FEES AND CHARGES

## PLANNING, BUILDING & CODE ENFORCEMENT

Service	2014-2015 Adopted Fee	2014-2015 % Cost Recovery	2015-2016 Proposed Fee	2015-2016 Estimated Cost	2015-2016 Estimated Revenue		2015-2016 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>BUILDING FEE PROGRAM - CATEGORY I</b>								
<b>6. Electrical Permits</b>								
3 Plan Check Fee	\$210 per hour - Base fee is established on average review time per product type. Review time is limited to hours paid for after 2 hours in the 2nd cycle		No Change					
4 Residential	\$206 per inspection hour with initial assessment based on historic data OR fixture rate		No Change					
<b>7. Mechanical Permits</b>								
1 Express Plan Check	1.5 times regular Plan Check Fee		No Change					
2 Non-Residential	\$206 per inspection hour with initial assessment based on historic data OR fixture rate		No Change					
3 Plan Check Fee	\$210 per hour - Base fee is established on average review time per product type. Review time is limited to hours paid for after 2 hours in the 2nd review cycle		No Change					
4 Residential	\$206 per inspection hour with initial assessment based on historic data OR fixture rate		No Change					
<b>8. Minimum Fees</b>								
1 Min Permit Fee	\$103 (\$206 per hour - 30 minute minimum)		No Change					
2 Min Permit Processing - for Water Heater Replacement	\$40 (\$160 per hour - 15 minute minimum)		No Change					

## DEPARTMENTAL FEES AND CHARGES

## PLANNING, BUILDING & CODE ENFORCEMENT

Service	2014-2015 Adopted Fee	2014-2015 % Cost Recovery	2015-2016 Proposed Fee	2015-2016 Estimated Cost	2015-2016 Estimated Revenue		2015-2016 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>BUILDING FEE PROGRAM - CATEGORY I</b>								
<b>8. Minimum Fees</b>								
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	\$80 (\$160 per hour - 30 minute minimum)		No Change					
6 Min Plan Check Fee: 30 min counter review	\$105 (\$210 per hour - 30 minute minimum)		No Change					
<b>9. Plumbing Permits</b>								
1 Express Plan Check	1.5 times regular Plan Check Fee		No Change					
2 Non-Residential	\$206 per inspection hour with initial assessment based on historic data OR fixture rate		No Change					
3 Plan Check Fee	\$210 per hour - Base fee is established on average review time per product type. Review time is limited to hours paid for after 2 hours in the 2nd review cycle		No Change					
4 Residential	\$206 per inspection hour with initial assessment based on historic data OR fixture rate		No Change					
<b>10. Publications and Photocopies Charges</b>								
1 Document copies on CD	Document Research Fee + \$0.50 per disk		No Change					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2014-2015 Adopted Fee	2014-2015 % Cost Recovery	2015-2016 Proposed Fee	2015-2016 Estimated Cost	2015-2016 Estimated Revenue		2015-2016 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>BUILDING FEE PROGRAM - CATEGORY I</b>								
<b>10. Publications and Photocopies Charges</b>								
2 Optical image reproduction: 8 1/2 x 11	\$0.25 each page		See Public Records Act Fees					
3 Optical image reproduction: Plans	\$4.50 each page		See Public Records Act Fees					
4 Photocopies: 11 x 17	\$0.20 each page		See Public Records Act Fees					
5 Photocopies: 8 1/2 x 11	\$0.19 each page		See Public Records Act Fees					
6 Photocopies: Microfiche/Microfilm	\$3.50 for first image + \$0.25 for each additional page		See Public Records Act Fees					
7 Sale of Publications	100% of printing cost		No Change					
<b>11. Record Retention/Microfilming</b>								
1 Plan Authorization Process Fee Note: Per affidavit	\$80 per affidavit		No Change					
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)	20% of the service fee when project has been cancelled and no work has started		No Change					
<b>12. Rough Framing Fee</b>								
1 Rough Framing Fee	\$210 per hour (1/2 hour minimum)		No Change					

## DEPARTMENTAL FEES AND CHARGES

## PLANNING, BUILDING & CODE ENFORCEMENT

Service	2014-2015 Adopted Fee	2014-2015 % Cost Recovery	2015-2016 Proposed Fee	2015-2016 Estimated Cost	2015-2016 Estimated Revenue		2015-2016 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>BUILDING FEE PROGRAM - CATEGORY I</b>								
<b>13. Special Inspections and Services</b>								
1 Additional plan review required by changes, additions or revisions to approved plans	\$210 per hour (1/2 hour minimum)		No Change					
2 Building, Plumbing, Mechanical and Electrical Survey Requests, including fire damage surveys	\$206 per hour (1/2 hour minimum)		No Change					
3 Expedited inspection service	\$309 per hour (1/2 hour minimum)		No Change					
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	\$206 per hour (1/2 hour minimum)		No Change					
6 Inspections outside normal business hours	\$309 per hour (4 hour minimum)		No Change					
7 Permit Time Extension	\$80 per extension		No Change					
8 Plan Check Extension	\$80 per extension		No Change					
9 Reinspection Fee	\$206 per hour (1/2 hour minimum)		No Change					
10 Replacement Permit Fee	\$210 plus the difference between current fees and previously paid unused fees		No Change					
<b>14. Temporary Certificate of Occupancy</b>								
1 Temporary Certificate of Occupancy	\$412 each		No Change					

# DEPARTMENTAL FEES AND CHARGES

# PLANNING, BUILDING & CODE ENFORCEMENT

Service	2014-2015 Adopted Fee	2014-2015 % Cost Recovery	2015-2016 Proposed Fee	2015-2016 Estimated Cost	2015-2016 Estimated Revenue		2015-2016 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>BUILDING FEE PROGRAM - CATEGORY I</b>								
<b>SUB-TOTAL BUILDING FEE PROGRAM - CATEGORY I</b>		<b>85.2%</b>		<b>32,142,077</b>	<b>26,000,000</b>	<b>26,000,000</b>	<b>80.9%</b>	<b>80.9%</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.	\$345 per year		\$490.00 per year					
<b>Sub-total Abandoned Cart Program</b>		<b>37.2%</b>		<b>174,630</b>	<b>57,615</b>	<b>81,830</b>	<b>33.0%</b>	<b>46.9%</b>
<b>2. Auto Body Repair Shop Permit</b>								
1 Auto Body Repair Shop Permit	\$385.50 per shop		\$389.39 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	\$221.80 per reinspection		\$225.32 per reinspection					
<b>Sub-total Auto Body, Repair and Dismantler Facility Reinspection Permit</b>								
<b>4. Automobile Dismantler Permit</b>								
1 Automobile Dismantler Permit	\$385.30 per shop per year		\$389.39 per shop per year					
<b>Sub-total Automobile Dismantler Permit</b>		<b>100.0%</b>		<b>6,230</b>	<b>6,165</b>	<b>6,230</b>	<b>99.0%</b>	<b>100.0%</b>
<b>5. Building Code Compliance Program</b>								
1 Building Code Compliance	\$121.70 per hour		\$126.50 per hour					
<b>Sub-total Building Code Compliance Program</b>								

# DEPARTMENTAL FEES AND CHARGES

# PLANNING, BUILDING & CODE ENFORCEMENT

Service	2014-2015 Adopted Fee	2014-2015 % Cost Recovery	2015-2016 Proposed Fee	2015-2016 Estimated Cost	2015-2016 Estimated Revenue		2015-2016 % Cost Recovery		
					Current Fee	Proposed Fee	Current Fee	Proposed Fee	
<b>CODE ENFORCE PROGRAM - CATEGORY I</b>									
<b>6. Code Enforcement Inspector Rate</b>									
1 Code Enforcement Inspector Rate	\$125.00 per hour		\$126.50 per hour						
<b>Sub-total Code Enforcement Inspector Rate</b>									
<b>7. Environmental Inspector Rate</b>									
1 Environmental Inspector Rate	\$125.90 per hour		\$129.17 per hour						
<b>Sub-total Environmental Inspector Rate</b>									
<b>8. General Code Program</b>									
1 General Code Reinspection Fee	\$179.50 per reinspection		\$189.89 per reinspection						
<b>Sub-total General Code Program</b>		<b>100.0%</b>		<b>37,977</b>	<b>35,900</b>	<b>37,977</b>	<b>94.5%</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						
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						

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2014-2015 Adopted Fee	2014-2015 % Cost Recovery	2015-2016 Proposed Fee	2015-2016 Estimated Cost	2015-2016 Estimated Revenue		2015-2016 % 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>								
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)	\$28.47 per unit		\$26.53 per unit					
2 Multiple Housing Permit Tier 2 (five-year cycle)	\$59.20 per unit		\$64.64 per unit					
3 Multiple Housing Permit Tier 3 (three-year cycle)	\$102.67 per unit		\$113.31 per unit					
4 Permit Reinstatement	\$1,050.60 per reinstatement		\$1,160.82 per reinstatement					
5 Permit Transfer	\$37.40 per transfer		\$29.65 per transfer					
6 Reinspection Fee	\$207.40 per reinspection		\$233.87 per reinspection					
<b>Sub-total Multiple Housing Program Permits (Triplex and Above)</b>		<b>100.0%</b>		<b>5,181,516</b>	<b>4,817,924</b>	<b>5,181,305</b>	<b>93.0%</b>	<b>100.0%</b>



**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2014-2015 Adopted Fee	2014-2015 % Cost Recovery	2015-2016 Proposed Fee	2015-2016 Estimated Cost	2015-2016 Estimated Revenue		2015-2016 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>CODE ENFORCE PROGRAM - CATEGORY I</b>								
<b>11. Neglected/Vacant House Registration Fee</b>								
1 Neglected/Vacant House Registration Fee	\$381.77 per quarter per house		\$443.11 per quarter per house					
<b>Sub-total Neglected/Vacant House Registration Fee</b>		<b>100.0%</b>		<b>93,054</b>	<b>80,172</b>	<b>93,054</b>	<b>86.2%</b>	<b>100.0%</b>
<b>12. Off-Sale Alcohol Enforcement Program</b>								
1 Off-Sale Alcohol Permit	\$443.75 per business		\$449.23 per business					
2 Permit Reinstatement	\$944.00 per reinstatement		\$976.95 per reinstatement					
3 Permit Transfer	\$37.40 per transfer		\$29.65 per transfer					
4 Reinspection Fee	\$128.30 per reinspection		\$139.26 per reinspection					
<b>Sub-total Off-Sale Alcohol Enforcement Program</b>		<b>100.0%</b>		<b>203,502</b>	<b>201,019</b>	<b>203,502</b>	<b>98.8%</b>	<b>100.0%</b>
<b>13. Solid Waste Enforcement Fee</b>								
1 Solid Waste Enforcement Fee	\$1.16 per ton		\$1.08 per ton					
<b>Sub-total Solid Waste Enforcement Fee</b>		<b>100.0%</b>		<b>4,226,172</b>	<b>4,535,490</b>	<b>4,222,698</b>	<b>107.3%</b>	<b>99.9%</b>
<b>14. Tobacco Retail Program</b>								
1 Tobacco Retail Permit Fee	\$534.80 per business		\$429.10 per business					
2 Tobacco Retail Reinspection Fee	\$113.00 per reinspection		\$125.97 per reinspection					
3 Tobacco Retail Reinstatement Fee	\$820.00 per reinstatement		\$953.09 per reinstatement					
4 Tobacco Retail Transfer Fee	\$37.40 per transfer		\$29.65 per transfer					
<b>Sub-total Tobacco Retail Program</b>		<b>100.0%</b>		<b>281,502</b>	<b>350,829</b>	<b>281,490</b>	<b>124.6%</b>	<b>100.0%</b>
<b>SUB-TOTAL CODE ENFORCE PROGRAM - CATEGORY I</b>		<b>99.0%</b>		<b>10,204,583</b>	<b>10,085,114</b>	<b>10,108,086</b>	<b>98.8%</b>	<b>99.1%</b>

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2014-2015 Adopted Fee	2014-2015 % Cost Recovery	2015-2016 Proposed Fee	2015-2016 Estimated Cost	2015-2016 Estimated Revenue		2015-2016 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<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>100.0%</b>		<b>75,000</b>	<b>75,000</b>	<b>75,000</b>	<b>100.0%</b>	<b>100.0%</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>100.0%</b>		<b>600</b>	<b>600</b>	<b>600</b>	<b>100.0%</b>	<b>100.0%</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>100.0%</b>		<b>75,600</b>	<b>75,600</b>	<b>75,600</b>	<b>100.0%</b>	<b>100.0%</b>
<b>GENERAL PLAN UPDATE - CATEGORY I</b>								
<b>1. General Plan Update Fee</b>								
1 General Plan Update Fee	Additional 1.25% applied to Entitlement and Building Permit Fees		No Change					
2 General Plan Update Fee - Additional 5.00% applied to GP Amendments, Zoning, Tentative Maps, Vesting Maps and Development Agreements	Additional 5.00% applied to GP Amendments, Zoning, Tentative Maps, Vesting Maps and Development Agreements		No Change					
3 General Plan Update Fee - New Residential Projects > 10 units	Additional 5.00% applied to new residential projects with more than 10 units		No Change					

# DEPARTMENTAL FEES AND CHARGES

# PLANNING, BUILDING & CODE ENFORCEMENT

Service	2014-2015 Adopted Fee	2014-2015 % Cost Recovery	2015-2016 Proposed Fee	2015-2016 Estimated Cost	2015-2016 Estimated Revenue		2015-2016 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

## GENERAL PLAN UPDATE - CATEGORY I

<b>SUB-TOTAL GENERAL PLAN UPDATE - CATEGORY I</b>		<b>100.0%</b>		<b>240,000</b>	<b>240,000</b>	<b>240,000</b>	<b>100.0%</b>	<b>100.0%</b>
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## PLANNING FEE PROGRAM - CATEGORY I

Note:NOTE: The use of the Planning Development Fee Program Reserve (\$1,756,731) in 2015-2016 will bring the Development Fee Program to full cost recovery from 67.2%.

### 1. Annexations

1 0-1 acre	\$4,710	No Change
2 1-2 acres	\$8,090	No Change
3 2-3 acres	\$10,130	No Change
4 3-5 acres	\$12,170	No Change
5 Over 5 acres	\$13,945	No Change

### 2. Conditional Use Permits

1 Adjustments	\$310	No Change
2 Adjustments - Major	\$740	No Change
3 Conditional Use Permits	See Exhibit A	No Change

### 3. Conventional Prezonings/Rezoning

1 Conventional Prezonings/Rezoning	\$5,175 + \$1,200/acre or partial acre	No Change
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### 4. Deficiency Plan Processing Fee

1 Additional Facilities	\$2,465 for each additional facility	No Change
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**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2014-2015 Adopted Fee	2014-2015 % Cost Recovery	2015-2016 Proposed Fee	2015-2016 Estimated Cost	2015-2016 Estimated Revenue		2015-2016 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>4. Deficiency Plan Processing Fee</b>								
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 addtl 50,000 ft.		No Change					
<b>6. Environmental Clearance</b>								
1 Appeal	\$100		No Change					
2 EIR	See Exhibit B		No Change					
3 Exemption	\$374		No Change					
4 Exemption - Electronic	\$187		No Change					
5 Geotechnical Testing Environmental Review Fee	\$187 per hour (1 hour minimum) plus additional time at \$187 per hour		No Change					
6 Habitat Conservation Plan (HCP)			\$374 minimum (2 hours) plus additional time at \$187 per hour					
7 Mitigation Monitoring Fee for Negative Declaration	\$748		No Change					
8 Mitigation Monitoring Review - Prior to Construction Activity	\$1,870		No Change					
9 Mitigation Monitoring Review - Prior to Issuance of Certificate of Occupancy	\$748		No Change					
10 Negative Declaration	\$3,366 + \$187 per hour over 14 hours		No Change					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2014-2015 Adopted Fee	2014-2015 % Cost Recovery	2015-2016 Proposed Fee	2015-2016 Estimated Cost	2015-2016 Estimated Revenue		2015-2016 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>7. General Plan Amendments</b>								
1 3 acres or less	\$7,360		No Change					
2 Additional Charges: Expanded Urban Service Area	\$9,130		No Change					
3 Additional Charges: Flexible Land Use Boundary	\$7,395		No Change					
4 Additional Charges: General Plan Text Amendment	\$4,775		No Change					
5 Additional Charges: Mixed Use Designation	\$10,000		No Change					
6 Additional Charges: Non-Urban Hillside	\$9,130		No Change					
7 Additional Charges: Specific Plan Text Amendment	\$4,775		No Change					
8 All Others	\$13,485 + \$110 per acre for first 100 acres and \$75 per acre thereafter		No Change					
9 Combined General Plan & Specific Plan Text Amendments	\$4,775		No Change					
10 Expansion of Urban Service Area	\$8,550		No Change					
11 Reprocessing fee for deferred amendments: Non-Substantive	50% of current fee		No Change					
12 Reprocessing fee for deferred amendments: Substantive	75% of current fee		No Change					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2014-2015 Adopted Fee	2014-2015 % Cost Recovery	2015-2016 Proposed Fee	2015-2016 Estimated Cost	2015-2016 Estimated Revenue		2015-2016 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>7. General Plan Amendments</b>								
13 Urban Growth Boundary Modifications: All extraordinary costs of special studies	\$175 per hour		No Change					
14 Urban Growth Boundary Modifications: Determination of minor/significant	\$5,645		No Change					
15 Urban Growth Boundary Modifications: Processing for minor modification	\$11,285		No Change					
16 Urban Growth Boundary Modifications: Significant Modifications: Comprehensive Update	\$11,325 + \$115 per acre		No Change					
<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	\$154 per hour		No Change					
<b>9. Liquor License Exception Permit Fee</b>								
1 Liquor License Exception Permit Fee	\$3,280		No Change					
<b>10. Miscellaneous Permits/Fees</b>								
1 Administrative Permit	\$850		No Change					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2014-2015 Adopted Fee	2014-2015 % Cost Recovery	2015-2016 Proposed Fee	2015-2016 Estimated Cost	2015-2016 Estimated Revenue		2015-2016 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>10. Miscellaneous Permits/Fees</b>								
2 Administrative Permit-Small Recycling Facility and Reverse Vending Machine Fee	\$310		No Change					
3 Appeals/Protests - Applicant	\$2,232		No Change					
4 Appeals/Protests - Applicant's Non-Applicant Appeal Processing	\$2,132		No Change					
5 Appeals/Protests - Public	\$100		No Change					
6 Application Processing Time Extension	Additional charge - 10% of permit fee		No Change					
7 Billboard Height Alterations Agreement	\$5,315		No Change					
8 Community Meeting Fee	\$770		No Change					
9 Compliance Review	\$770		No Change					
10 Consultation Fee-Permit/Sign Adjust	\$154 per hour		No Change					
11 Development Agreements-Agreement	\$11,805		No Change					
12 Development Agreements-Amendment	\$5,970		No Change					
13 Development Agreements-Annual Monitoring	\$730		No Change					
14 Development Variance Exception	\$1,580		No Change					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2014-2015 Adopted Fee	2014-2015 % Cost Recovery	2015-2016 Proposed Fee	2015-2016 Estimated Cost	2015-2016 Estimated Revenue		2015-2016 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>10. Miscellaneous Permits/Fees</b>								
15 Expediting Small Planning Projects Pilot Fee	\$704		No Change					
16 Fence Variance	\$655		No Change					
17 Height, Floor and/or Area Ratio Waivers	\$2,890 + \$1,000 for each floor over 8 floors		No Change					
18 Historic District Designation	\$925		No Change					
19 Historic Landmark Designation	\$3,388		No Change					
20 Historic Preservation Permit Adjustment	\$190		No Change					
21 Historic Preservation Permit Amendment	\$270		No Change					
22 Historic Preservation Permit Fee	\$270		No Change					
23 Historic Property Contract Application	\$1.25 for each \$1,000 of assessed valuation with a minimum fee of \$730; \$1,850 maximum fee for single-family homes and \$3,120 maximum fee for all other property. Plus an inspection fee equal to 1.5 hours times the Planning Hourly rate.		No Change					
24 Miscellaneous Permits & Variances/A-2 Adjustments	Varies dependent upon permit type		No Change					
25 Monopole Review	\$2,930		No Change					
26 Multiple Adjustment	\$615 (2 x normal processing fee)		No Change					



**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2014-2015 Adopted Fee	2014-2015 % Cost Recovery	2015-2016 Proposed Fee	2015-2016 Estimated Cost	2015-2016 Estimated Revenue		2015-2016 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>10. Miscellaneous Permits/Fees</b>								
27 Multiple Sign Adjustment Surcharge	\$38 (1/10 of full fee for additional signs)		No Change					
28 Notice of Non-Compliance	\$730		No Change					
29 Order to Show Cause	\$1,980		No Change					
30 Parking Structure Review	\$19,915		No Change					
31 Phased Permit	Additional charge of 50% of the permit fee for phased permit approval		No Change					
32 Planning Addressing Fee	Planning Hourly Rate (1 hour minimum)		No Change					
33 Reasonable Accommodation Fee	\$695		No Change					
34 Sidewalk Cafe Permit	\$500		No Change					
35 Sign Variance	\$1,695		No Change					
36 Street Vacation Review Fee	\$460		No Change					
37 Supplemental Review Cycle	\$1,080		No Change					
<b>11. Outside Agency Pass-Through Charges</b>								
1 Outside Agency Pass-Through Charges	Actual cost		No Change					
<b>12. Planned Development (PD) Permits</b>								
1 Adjustments	\$310		No Change					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2014-2015 Adopted Fee	2014-2015 % Cost Recovery	2015-2016 Proposed Fee	2015-2016 Estimated Cost	2015-2016 Estimated Revenue		2015-2016 % 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>								
2 Adjustments - Major	\$745		No Change					
3 Amendments - Other Than Time Extension	\$1,830		No Change					
4 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	\$620		No Change					
2 Additional Services: Meeting with Project Manager	\$154		No Change					
3 Additional Services: Preliminary Check List	\$77		No Change					
4 Additional Services: Preliminary Report	\$230		No Change					
5 Additional Services: Site Check	\$154		No Change					
6 Additional Services: Technical Report Review	\$310		No Change					
7 Comprehensive Review - Pre-Application	\$1,460		No Change					
8 Enhanced Preliminary Review	\$620		No Change					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2014-2015 Adopted Fee	2014-2015 % Cost Recovery	2015-2016 Proposed Fee	2015-2016 Estimated Cost	2015-2016 Estimated Revenue		2015-2016 % 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	\$310		No Change					
10 Focused Preliminary Review- Existing Single Family House	\$77		No Change					
<b>15. Public Information Services</b>								
1 Alcoholic Beverage License Verification	\$230 + \$38 per 1/4 hour after 1.5 hours		No Change					
2 Comprehensive Research Letter	\$620 + \$38 per 1/4 hour after 1.5 hours		No Change					
3 Dept of Motor Vehicles Verification	\$310 + \$38 per 1/4 hour after 1.5 hours		No Change					
4 General Research Requests	\$77 (minimum) per half-hour		No Change					
5 Legal Non-Conforming Verification	\$850 + \$38 per 1/4 hour after 1.5 hours		No Change					
6 Message Letter	\$230 + \$38 per 1/4 hour after 1.5 hours		No Change					
7 Reconstruction of Legal Non- Conforming Structures	\$230 + \$38 per 1/4 hour after 1.5 hours		No Change					
<b>16. Public Noticing</b>								
1 Public Noticing Fee	See Exhibit E		No Change					
<b>17. Record Retention/Microfilming</b>								
1 Appointment - No Show	\$38		No Change					
2 CEQA-NOD Pass-Through Processing Fee	One hour of processing time at Planning Division hourly rate		No Change					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2014-2015 Adopted Fee	2014-2015 % Cost Recovery	2015-2016 Proposed Fee	2015-2016 Estimated Cost	2015-2016 Estimated Revenue		2015-2016 % 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	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					
4 Record Retention/Microfilming: Refund Processing Fee (for withdrawal, cancellation or overpayment)	\$35		No Change					
5 Refund Processing Fee (for withdrawal, cancellation or overpayment)	Planning Division hourly rate (1 hour minimum)		No Change					
<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	\$0.25 each page		See Public Records Act Fees					
3 Optical image reproduction: Plans/Drawings	\$4.50 each page		See Public Records Act Fees					
4 Photocopies: 11 x 17	\$0.20 each page		See Public Records Act Fees					
5 Photocopies: 11 x 17 Z-fold copies	\$0.33 each page		No Change					
6 Photocopies: 8 1/2 x 11	\$0.19 each page		See Public Records Act Fees					
7 Photocopies: microfiche/microfilm	\$3.50 for first image plus \$0.25		See Public Records Act Fees					
8 Sale of Publications	100% of printing cost		No Change					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2014-2015 Adopted Fee	2014-2015 % Cost Recovery	2015-2016 Proposed Fee	2015-2016 Estimated Cost	2015-2016 Estimated Revenue		2015-2016 % 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	\$325		No Change					
2 All others	\$770		No Change					
3 Public Hearing - Director	\$1,965		No Change					
<b>20. Site Development Permits</b>								
1 Adjustments	\$374		No Change					
2 Adjustments - Major	\$748		No Change					
3 Site Development Permits	See Exhibit F		No Change					
<b>21. Special Use Permit (SUP)</b>								
1 Amendment	\$1,040		No Change					
2 Church-Homeless Shelter	\$36		No Change					
3 Renewal	\$425		No Change					
4 SUP with Site Development Permit	\$615		No Change					
5 Special Use Permit	\$1,425		No Change					
<b>22. Specific Plan Reimbursement</b>								
1 Communications Hill	\$336 per acre		No Change					
2 Evergreen	\$1,140 per acre		No Change					

## DEPARTMENTAL FEES AND CHARGES

## PLANNING, BUILDING & CODE ENFORCEMENT

Service	2014-2015 Adopted Fee	2014-2015 % Cost Recovery	2015-2016 Proposed Fee	2015-2016 Estimated Cost	2015-2016 Estimated Revenue		2015-2016 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>23. Street Renaming Fee</b>								
1 5 or fewer properties	\$655		No Change					
2 6 or more properties	\$1,400 + \$19 per property		No Change					
<b>24. Tentative Map</b>								
1 Amend to Vested Subdiv. Map	\$4,470		No Change					
2 Certification of Compliance	\$2,465		No Change					
3 Combining Parcels	\$1,435		No Change					
4 Condominium Map	\$4,470		No Change					
5 Covenant of Easement	\$1,580		No Change					
6 Extensions	\$1,000		No Change					
7 Final Map/Parcel Map Review	\$310		No Change					
8 Hillside	\$1,100		No Change					
9 Lot Line Adjustment	\$1,580		No Change					
10 Lot Line Correction	\$655		No Change					
11 Release Covenant of Easement	\$2,000		No Change					
12 Reversion Acreage	\$615		No Change					
13 Subdivision	\$4,470 + \$58 per lot or unit for first 100 lots + \$19 per lot or until thereafter		No Change					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2014-2015 Adopted Fee	2014-2015 % Cost Recovery	2015-2016 Proposed Fee	2015-2016 Estimated Cost	2015-2016 Estimated Revenue		2015-2016 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>24. Tentative Map</b>								
14 Vested Maps	\$4,470 + \$58 per lot or unit for first 100 lots + \$19 per lot or until thereafter		No Change					
15 Vestment	\$1,100		No Change					
<b>25. Tree Removal Permit</b>								
1 Dead Tree - All others require permit adjustment	\$325		No Change					
2 Dead Tree - Single Family or Two-Family Lots (Administrative)	\$0		No Change					
3 Existing Single Family Development	\$0 + noticing fees		No Change					
4 Heritage Tree Surcharge (City or County)	\$1,270 + noticing fees		No Change					
5 Included with Development Permit	\$0 + noticing fees		No Change					
6 Stand Alone Tree Removal Permit: 1 Tree	\$800 + noticing fees		No Change					
7 Stand Alone Tree Removal Permit: 2-5 Trees	\$1,200 + noticing fees		No Change					
8 Stand Alone Tree Removal Permit: 6+ Trees	\$1,200 + \$50 per tree over 5 trees + noticing fees		No Change					
<b>26. Williamson Act</b>								
1 Alternate Use Amendment	\$1,135		No Change					
2 Application	\$2,030		No Change					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2014-2015 Adopted Fee	2014-2015 % Cost Recovery	2015-2016 Proposed Fee	2015-2016 Estimated Cost	2015-2016 Estimated Revenue		2015-2016 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>26. Williamson Act</b>								
3 Cancellation	\$10,555		No Change					
4 Extension	\$945		No Change					
<b>SUB-TOTAL PLANNING FEE PROGRAM - CATEGORY I</b>		<b>69.3%</b>		<b>5,356,731</b>	<b>3,600,000</b>	<b>3,600,000</b>	<b>67.2%</b>	<b>67.2%</b>
<b>TOTAL DEPARTMENT - GENERAL FUND</b>				<b>48,018,991</b>	<b>40,000,714</b>	<b>40,023,686</b>	<b>83.3%</b>	<b>83.3%</b>
<b>TOTAL DEPARTMENT - NON-GENERAL FUND</b>								
<b>TOTAL DEPARTMENT - Category I</b>				<b>47,943,391</b>	<b>39,925,114</b>	<b>39,948,086</b>	<b>83.3%</b>	<b>83.3%</b>
<b>TOTAL DEPARTMENT - Category II</b>				<b>75,600</b>	<b>75,600</b>	<b>75,600</b>	<b>100.0%</b>	<b>100.0%</b>
<b>TOTAL DEPARTMENT</b>				<b>48,018,991</b>	<b>40,000,714</b>	<b>40,023,686</b>	<b>83.3%</b>	<b>83.3%</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 existing buildings, which do not involve new construction improvements or expansion, and for the conversion of an existing single family house to a day care/nursery school. Table B shall be used in calculating the fee for new construction and for improvements and/or expansion of an existing building.

DESCRIPTION	2014 - 2015 ADOPTED		2015 - 2016 PROPOSED	
	FEE	FEE RANGE	FEE	FEE RANGE
<b>TABLE A</b>				
Conditional Use Permit (CUP)	\$2,250		No Change	
Conditional Use Permit - Renew	\$2,250		No Change	
Amendment to a Conditional Use Permit	\$2,250		No Change	
CUP with No New Construction	Reduce fee (CUP) calculation by 50%		No Change	
<b>TABLE B</b>				
<b>0 to 1,999 square feet</b>	\$3,100 + \$0.77 per square foot	\$3,100 - \$4,639	No Change	
5%+ Slope or within 100' of stream bed	\$1,425		No Change	
<b>2,000 to 9,999 square feet</b>	\$4,650 for first 2,000 square feet + \$0.58 for each additional sq.ft	\$4,650 - \$9,290	No Change	
5%+ Slope or within 100' of stream bed	\$2,830		No Change	
<b>10,000 to 49,999 square feet</b>	\$9,500 for first 10,000 square feet + \$0.30 for each additional sq.ft	\$9,500 - \$21,500	No Change	
5%+ Slope or within 100' of stream bed	\$4,260		No Change	
<b>50,000 to 99,999 square feet</b>	\$21,500 for first 50,000 square feet + \$0.26 for each additional sq.ft	\$21,500 - \$35,500	No Change	
5%+ Slope or within 100' of stream bed	\$5,180		No Change	
<b>100,000 square feet and over</b>	\$35,500 for first 100,000 square feet + \$0.13 for each additional sq.ft	\$35,500 - No Maximum	No Change	
5%+ Slope or within 100' of stream bed	\$6,850		No Change	
<b>ADDITIONAL CHARGES</b>				
Outdoor Use*	No maximum***		No Change	
Drive-Through Use	\$3,280		No Change	
Midnight to 6 a.m. Operation	\$3,280		No Change	
Hazardous Waste Facility Subject to Tanner Legislation**	\$12,800		No Change	
Mobilehome Site Conversion	\$7,090		No Change	
Conversion to Condominiums	\$10,210 + \$203 per unit		No Change	
Off Sale of Alcohol***	\$3,280		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	2014-2015 ADOPTED		2015-2016 PROPOSED	
	FEE	FEE RANGE	FEE	FEE RANGE
All Projects	\$187 per hour for environmental services w/o designated fee		No Change	
EIRs	\$11,875 minimum (45 hrs) + additional time at \$187/hr plus publishing and noticing fees		No Change	
EIR Preliminary Review Fee	\$1,310 minimum (6 hrs) + additional time at \$187/hr plus publishing and noticing fees		No Change	
Reuse of a Certified EIR:				
a. For projects exempt under Title 21 SJMC and conforming rezonings	\$374 minimum (2 hrs) + additional time at \$187/hr plus publishing and noticing fees		No Change	
b. For projects not exempt under Title 21 SJMC and without proof of environmental clearance dated within 2 years of submittal	\$3,179 minimum (15 hrs) + additional time at \$187/hr plus publishing and noticing fees		No Change	
Mitigation Monitoring Fee for EIR	\$2,430		No Change	

**PLANNED DEVELOPMENT PERMIT  
FEE SCHEDULE**

**Exhibit C**

DESCRIPTION	2014-2015 ADOPTED		2015-2016 PROPOSED	
	FEE	FEE RANGE	FEE	FEE RANGE
<b>RESIDENTIAL</b>				
<b>Up to 2 dwellings</b>	\$1,930		No Change	
5%+ Slope or within 100' of stream bed	\$1,440		No Change	
<b>3 to 25 dwellings</b>	\$2,090+\$143 per dwelling unit	\$2,520 - \$5,665	No Change	
5%+ Slope or within 100' of stream bed	\$2,870		No Change	
<b>26 to 100 dwellings</b>	\$4,205+\$64 per dwelling unit	\$5,869 - \$10,605	No Change	
5%+ Slope or within 100' of stream bed	\$4,310		No Change	
<b>101 to 500 dwellings</b>	\$6,470+\$46 per dwelling unit	\$11,115 - \$29,470	No Change	
5%+ Slope or within 100' of stream bed	\$5,610		No Change	
<b>Over 500 dwellings</b>	\$11,500+\$36 per dwelling unit	\$29,500 - No Maximum	No Change	
5%+ Slope or within 100' of stream bed	\$7,160		No Change	
<b>NON-RESIDENTIAL</b>				
<b>0 to 1,999 square feet</b>	\$1,925		No Change	
5%+ Slope or within 100' of stream bed	\$980		No Change	
<b>2,000 to 9,999 square feet</b>	\$1,940 for first 2,000 square feet + \$0.27 for each additional sq.ft	\$1,940 - \$4,100	No Change	
5%+ Slope or within 100' of stream bed	\$2,030		No Change	
<b>10,000 to 49,999 square feet</b>	\$4,100 for first 10,000 square feet + \$0.18 for each additional sq.ft	\$4,100 - \$11,300	No Change	
5%+ Slope or within 100' of stream bed	\$3,480		No Change	
<b>50,000 to 99,999 square feet</b>	\$11,300 for first 50,000 square feet + \$0.13 for each additional sq.ft	\$11,300 - \$18,000	No Change	
5%+ Slope or within 100' of stream bed	\$3,800		No Change	
<b>100,000 square feet and over</b>	\$18,000 for first 100,000 square feet + \$0.07 for each additional sq.ft	\$18,000 - No Maximum	No Change	
5%+ Slope or within 100' of stream bed	\$5,460		No Change	
<b>ADDITIONAL CHARGES</b>				
<b>Outdoor Use*</b>	No Maximum***		No Change	
<b>Drive-Through Use</b>	\$3,280		No Change	
<b>Midnight - 6 a.m. Operation</b>	\$3,280		No Change	
<b>Mobilehome Conversion</b>	\$4,195		No Change	
<b>Hazardous Waste Facility Subject to Tanner Legislation**</b>	\$12,830		No Change	
<b>Conversion to Condominiums</b>	\$10,210 + \$203 per unit		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	2014-2015 ADOPTED		2015-2016 PROPOSED	
	FEE	FEE RANGE	FEE	FEE RANGE
<b>RESIDENTIAL</b>				
<b>Minimum Fee</b>	\$4,895		No Change	
5%+ Slope or within 100' of stream bed	\$2,015		No Change	
<b>3 to 25 dwellings</b>	\$5,050+\$178 per dwelling unit	\$5,585 - \$9,500	No Change	
5%+ Slope or within 100' of stream bed	\$3,795		No Change	
<b>26 to 100 dwellings</b>	\$7,045+\$100 per dwelling unit	\$9,645 - \$17,045	No Change	
5%+ Slope or within 100' of stream bed	\$4,755		No Change	
<b>101 to 500 dwellings</b>	\$10,960+\$62 per dwelling unit	\$17,220 - \$41,960	No Change	
5%+ Slope or within 100' of stream bed	\$6,625		No Change	
<b>Over 500 dwellings</b>	\$17,450+\$51 per dwelling unit	\$42,950 - No Maximum	No Change	
5%+ Slope or within 100' of stream bed	\$7,600		No Change	
<b>NON-RESIDENTIAL</b>				
<b>0 to 1,999 square feet</b>	\$4,895		No Change	
5%+ Slope or within 100' of stream bed	\$1,435		No Change	
<b>2,000 to 9,999 square feet</b>	\$4,920 for first 2,000 square feet + \$0.38 for each additional square foot	\$4,920 - \$7,960	No Change	
5%+ Slope or within 100' of stream bed	\$2,860		No Change	
<b>10,000 to 49,999 square feet</b>	\$7,970 for first 10,000 square feet + \$0.25 for each additional square foot	\$7,970 - \$17,970	No Change	
5%+ Slope or within 100' of stream bed	\$4,320		No Change	
<b>50,000 to 99,999 square feet</b>	\$17,975 for first 50,000 square feet + \$0.14 for ea. additional square foot	\$17,975 - \$24,975	No Change	
5%+ Slope or within 100' of stream bed	\$5,220		No Change	
<b>100,000 square feet and over</b>	\$25,360 for first 100,000 square feet + \$0.07 for ea. additional square foot	\$25,360 - No Maximum	No Change	
5%+ Slope or within 100' of stream bed	\$6,650		No Change	
<b>ADDITIONAL CHARGES</b>				
<b>Outdoor Use</b>	No Maximum*		No Change	
<b>Hazardous Waste Facility Subject to Tanner Legislation</b>	\$12,840		No Change	
<b>Conversion to Condominiums</b>	\$10,210 + \$203 per unit		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	2014-2015 ADOPTED	
	FEE	FEE RANGE
300 ft. Radius Noticing	\$200 plus \$1/notice over 100*	\$200 - No Maximum
500 ft. Radius Noticing	\$300 plus \$1/notice over 200*	\$300 - No Maximum
1,000 ft. Radius Noticing (General Plan Amendments or large projects)	\$575 plus \$1/notice over 400*	\$575 - No Maximum
Post Card Noticing (additional for large or controversial projects)	\$96 plus \$0.75/notice over 100	\$96 - No Maximum
EIR Notice of Preparation (up to 5 sheets)	\$855 plus \$1.85/notice over 400	
Newspaper Noticing	Current advertising rate for newspaper used for noticing	

2015-2016 PROPOSED	
FEE	FEE RANGE
No Change	
No Change	
No Change	
No Change	
No Change	
No Change	

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

**SITE DEVELOPMENT PERMIT  
FEE SCHEDULE**

**Exhibit F**

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 existing buildings which do not involve new construction, improvements, or expansion, and for the conversion of an existing single family house to a day care/nursery school. Table B shall be used in calculating the fee for new construction and for improvements and/or expansion of existing buildings.

DESCRIPTION	2014 - 2015 ADOPTED		2015 - 2016 PROPOSED	
	FEE	FEE RANGE	FEE	FEE RANGE
<b>All Projects</b>	\$187 per hour for site development services w/o designated fee		No Change	
<b>TABLE A</b>				
<b>Site Development Permit</b>	\$2,140 minimum (9 hours) + additional time at \$187/hr plus publishing and noticing fees		No Change	
<b>Security Trailer Permit (SJMC 6.46.080)</b>	\$2,140 - 2 year		No Change	
<b>Amendment to a Site Development Permit</b>	\$2,140 minimum (9 hours) + additional time at \$187/hr plus publishing and noticing fees		No Change	
<b>TABLE B</b>				
(Square Footage Charge)				
<b>0 to 1,999 square feet*</b>	\$2,245 minimum (10 hours) + additional time at \$187/hr plus publishing and noticing fees		No Change	
<b>2,000 to 9,999 square feet*</b>	\$4,862 minimum (20 hours) + additional time at \$187/hr plus publishing and noticing fees		No Change	
<b>10,000 to 49,999 square feet*</b>	\$10,000 minimum (45 hours) + additional time at \$187/hr plus publishing and noticing fees		No Change	
<b>50,000 to 99,999 square feet*</b>	\$23,749 minimum (100 hours) + additional time at \$187/hr plus publishing and noticing fees		No Change	
<b>100,000 square feet and over*</b>	\$37,400 minimum (175 hours) + additional time at \$187/hr plus publishing and noticing fees		No Change	

\* Outdoor Use: Add 50% of outdoor square footage to new construction square footage to determine fee

**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 \$206 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	2014-2015 ADOPTED		2015-2016 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	

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