

Memorandum

TO: HONORABLE MAYOR AND

CITY COUNCIL

FROM: Jim Shannon

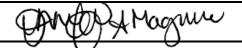
SUBJECT: 2020-2021 PROPOSED FEES

& CHARGES REPORT

AMENDMENTS

DATE: June 12, 2020

Approved



Date: 6/12/2020

REPLACEMENT

REASON FOR REPLACEMENT

Subsequent to the release of the original memorandum, additional corrections were identified in the Planning Development Fee program and within the Transportation Department that do not impact revenue estimates.

RECOMMENDATION

Approve amendments to the 2020-2021 Proposed Fees and Charges Report as described in Attachment A.

BACKGROUND

The 2020-2021 Proposed Fees and Charges Report released on May 13, 2020 identified the majority of the proposed fees and charges accruing to the General Fund and selected fees and charges associated with other funds. Subsequent to the release of that report, the Administration is recommending further amendments to more accurately align fees with activities and departmental fees and charges resolutions, and to correct for minor errors during the initial preparation.

ANALYSIS

The following are descriptions of the recommended changes to the 2020-2021 Proposed Fees & Charges Report. Please refer to Attachment A for full details of the amendments.

June 12, 2020

Subject: 2020-2021 Proposed Fees & Charges Report Amendments

Page 2

Housing Department

The 2020-2021 Proposed Fees and Charges Report included associated late fees for the Apartment Unit Fee under the Rental Stabilization Program. The late fees, under the Rental Mediation Penalty section of the 2020-2021 Proposed Fees and Charges Report, are:

• Apartments:

- 30 days past due = 25% of principal, fee is penalties and interest assessed for delinquent permit payment; and
- 60 days past due = 50% of principal, fee is penalties and interest assessed for delinquent permit payment.

On April 28, 2020, the City Council approved a temporary Rent Increase Moratorium Ordinance placing a moratorium on rent increases of rent-stabilized properties that also included a temporary suspension of late charges for failure to pay apartment rent control fees through June 30, 2021. As part of this Manager's Budget Addendum, it is recommended to amend the Fees and Charges Report to reflect the suspension of the Rental Mediation Penalty Fees for apartment rent control fees as approved by the City Council. There is no change to revenue estimates since the activity level for these fees are unpredictable and no revenues were assumed in the budget.

Planning, Building and Code Enforcement

Some minor fee revisions to the Planning Development Fees are recommended to correct errors that occurred during the initial preparation of the 2020-2021 Proposed Fees and Charges Report as described in Attachment A. These edits do not affect the revenue estimates.

• Transportation Department

The 2020-2021 Proposed Fees and Charges Report initially recommended that the Micro Mobility Permit Fee be increased to \$134 per permit. However, this amount was based on budget proposals that are not moving forward and incorrect assumptions that five vendors would be operating in 2020-2021 and would permit 4,000 scooters. The correct fee should be \$97 per permit based on updated costs and estimate of four vendors and 3,600 scooter permits. Based on information gathered after speaking with seven current and potential scooter vendors, the Transportation Department estimates that four will provide service in 2020-2021. Estimated revenue does not change because of the updated fee.

In addition, the Affordable Housing Transportation Review fee is recommended to be changed from \$4,303 per review to \$812 per review to correct the fee, which was inadvertently included at the higher amount in the 2020-2021 Proposed Fees and Charges Report. Estimated revenue does not change because of the updated fee.

HONORABLE MAYOR AND CITY COUNCIL

June 12, 2020

Subject: 2020-2021 Proposed Fees & Charges Report Amendments

Page 3

COORDINATION

This memorandum has been coordinated with the City Attorney's Office; the Housing Department; the Planning, Building and Code Enforcement Department; and the Transportation Department.

Jim Shannon
Budget Director

Attachment A: Amendments to the 2020-2021 Proposed Fees and Charges Report

AMENDMENTS TO THE 2020-2021 PROPOSED FEES AND CHARGES REPORT

Rent Stabilization Program Fee Fund - Category II 1. Rental Mediation Penalty: Apartments 1. 30 days past due = 25% of principal Penalties and interest assessed for delinquent permit payment 2. 60 days past due = 50% of principal Penalties and interest assessed for delinquent permit payment 2. 60 days past due = 50% of principal Penalties and interest assessed for delinquent permit payment PLANNING, BUILDING AND CODE ENFORCEMENT 3. Conventional Prezonings/Rezonings 1. Conventional Prezonings/Rezonings 1. Conventional Prezonings/Rezonings 1. Additional Prezonings/Rezonings 1. Additional Charges: General Plan Text Amendment \$17,743 \$17,764 2. Additional Charges: General Plan Text Amendment \$17,743 \$17,764 3. Urban Growth Minor Boundary Modifications \$17,743 \$17,764 1. Miscellaneous Permits/Fees 1. Administrative Permit \$3,044 \$3,048 6. Community Meeting Fee \$3,467 \$3,472 2. Appeals/Protests - Applicant \$11,697 \$11,710 3. Appeals/Protests - Applicant Appeal \$11,437 \$11,460 Processing Forcessing 5. Billiboard Height Alterations Agreement \$1,1279 \$11,292 8. Consultation Fee-Permit/Sign Adjust \$303 per hour \$209 per hour 12. Development Agreements-Annual Monitoring \$11,905 \$11,920 21. Mixed Use Permit Credit \$6,055 \$6,063 28. Reasonable Accommendation \$7,937 \$7,947	DESCRIPTION	PROPOSED DOCUMENT FEE	REVISED FEE
1. Rental Mediation Penalty: Apartments 1. 30 days past due = 25% of principal Penalties and interest assessed for delinquent permit payment Suspended through June 30, 2021 2. 60 days past due = 50% of principal Penalties and interest assessed for delinquent permit payment Suspended through June 30, 2021 PLANNING, BUILDING AND CODE ENFORCEMENT 3. Conventional Prezonings/Rezonings 5. Conventional Prezonings	HOUSING		
1. 30 days past due = 25% of principal Penalties and interest assessed for delinquent permit payment 2. 60 days past due = 50% of principal Penalties and interest assessed for delinquent permit payment PLANNING, BUILDING AND CODE ENFORCEMENT 3. Conventional Prezonings/Rezonings 1. Conventional Prezonings/Rezonings 5. Conventional Prezonings/Rezonings 1. Conventional Prezonings/Rezonings 2. Additional Charges: General Plan Text Amendment 3. Additional Charges: General Plan Text Amendment 4. Additional Charges: Specific Plan Text Amendment 5. 17,743 5. 17,764 6. Urban Growth Minor Boundary Modifications 5. 17,743 1. Administrative Permit 5. Additional Charges: Specific Plan Text Amendment 6. Community Meeting Fee 5. Appeals/Protests - Applicant 5. Appeals/Protests - Applicant 5. Silboard Height Alterations Agreement 5. Billboard Height Alterations Agreement 5. Silboard Height Alterations Agreement 5. Silboard Height Alterations Agreement 5. Silboard Agreements Amendment 5. Silboard Agreements Agreement 5. Silboard Agreements Agreement 5. Silboard Agreements Agreement 5. Silboard Agreements Agreement 5. Silboard Agreements Supplicant 5. Development Agreements-Annual Monitoring 5. Silboard Agreements-Annual Monitoring 5. Silboard Agreements Supplicant 5. Silboard	Rent Stabilization Program Fee Fund - Category II		
delinquent permit payment 2. 60 days past due = 50% of principal Penalties and interest assessed for delinquent permit payment Suspended through June 30, 2021 delinquent permit payment Suspended through June 30, 2021 delinquent payment Suspended through June 30, 2021 delinquent permit payment Suspended through June 30, 2021 delinquent payment Suspended through June 30, 2021 delinquent payment Suspended through June 30, 2021 delinquent payment Suspended through June 30, 2021 d	1. Rental Mediation Penalty: Apartments		
PLANNING, BUILDING AND CODE ENFORCEMENT 3. Conventional Prezonings/Rezonings 1. Conventional Prezonings/Rezonings 2. Conventional Prezonings/Rezonings 3. Conventional Prezonings/Rezonings 3. Activational Prezonings/Rezonings 3. Activational Charges: General Plan Text Amendment \$17,743 \$17,764 2. Additional Charges: Specific Plan Text Amendment \$17,743 \$17,764 3. Urban Growth Minor Boundary Modifications \$17,743 \$17,764 3. Urban Growth Minor Boundary Modifications \$17,743 \$17,764 1. Administrative Permit \$3,044 \$3,048 6. Community Meeting Fee \$3,467 \$3,472 2. Appeals/Protests - Applicant \$11,697 \$11,710 3. Appeals/Protests - Applicant's Non-Applicant Appeal \$11,437 \$11,460 Processing \$11,437 \$11,495 5. Billboard Height Alterations Agreement \$11,279 \$11,292 8. Consultation Fee-Permit/Sign Adjust \$303 per hour \$209 per hour 1. Development Variances Exceptions \$6,473 \$6,481 10. Development Agreements-Annual Monitoring \$11,905 \$11,920 21. Mixed Use Permit Credit \$6,055 \$6,063	1. 30 days past due = 25% of principal		Suspended through June 30, 2021
3. Conventional Prezonings/Rezonings 1. Conventional Prezonings/Rezonings 2. Solutional Charges: General Plan Text Amendment 3. Additional Charges: Specific Plan Text Amendment 4. Additional Charges: Specific Plan Text Amendment 5. 17,743 5. Additional Charges: Specific Plan Text Amendment 6. Urban Growth Minor Boundary Modifications 7. Additional Charges: Specific Plan Text Amendment 7. Additional Charges: Specific Plan Text Amendment 8. Ty,743 8. Urban Growth Minor Boundary Modifications 8. Additional Charges: Specific Plan Text Amendment 8. Appeals/Protests Permit/Sign Adjust 8. Appeals/Protests - Applicant 8. Appeals/Protests - Applicant 8. Consultation Fee-Permit/Sign Adjust 8. Consultation Fee-Permit/Sign Adjust 8. Consultation Fee-Permit/Sign Adjust 8. Consultation Fee-Permit/Sign Adjust 8. Additional Charges 8. Appeals/Protests - Applicant 9. Bill,279 8. Consultation Fee-Permit/Sign Adjust 9. Solution Fee-Pe	2. 60 days past due = 50% of principal		Suspended through June 30, 2021
1. Conventional Prezonings/Rezonings\$9,043\$9,0537. General Plan Amendments\$17,743\$17,7641. Additional Charges: Specific Plan Text Amendment\$17,743\$17,7642. Additional Charges: Specific Plan Text Amendment\$17,743\$17,7646. Urban Growth Minor Boundary Modifications\$17,743\$17,76411. Miscellaneous Permits/Fees\$1Administrative Permit\$3,044\$3,0486. Community Meeting Fee\$3,467\$3,4722. Appeals/Protests - Applicant\$11,697\$11,7103. Appeals/Protests - Applicant's Non-Applicant Appeal\$11,437\$11,460Processing\$11,437\$11,4605. Billboard Height Alterations Agreement\$11,279\$11,2928. Consultation Fee-Permit/Sign Adjust\$303 per hour\$209 per hour12. Development Variances Exceptions\$6,473\$6,48110. Development Agreements-Amendment\$9,818\$9,82911. Development Agreements-Annual Monitoring\$11,905\$11,92021. Mixed Use Permit Credit\$6,055\$6,063	PLANNING, BUILDING AND CODE ENFORCEMENT		
7. General Plan Amendments1. Additional Charges: General Plan Text Amendment\$17,743\$17,7642. Additional Charges: Specific Plan Text Amendment\$17,743\$17,7646. Urban Growth Minor Boundary Modifications\$17,743\$17,76411. Miscellaneous Permits/Fees1. Administrative Permit\$3,044\$3,0486. Community Meeting Fee\$3,467\$3,4722. Appeals/Protests - Applicant\$11,697\$11,7103. Appeals/Protests - Applicant's Non-Applicant Appeal\$11,437\$11,460Processing\$11,497\$11,2925. Billboard Height Alterations Agreement\$11,279\$11,2928. Consultation Fee-Permit/Sign Adjust\$303 per hour\$209 per hour12. Development Variances Exceptions\$6,473\$6,48110. Development Agreements-Amendment\$9,818\$9,82911. Development Agreements-Annual Monitoring\$11,905\$11,92021. Mixed Use Permit Credit\$6,055\$6,063	3. Conventional Prezonings/Rezonings		
1. Additional Charges: General Plan Text Amendment \$17,743 \$17,764 2. Additional Charges: Specific Plan Text Amendment \$17,743 \$17,764 6. Urban Growth Minor Boundary Modifications \$17,743 \$17,764 1. Miscellaneous Permits/Fees 1. Administrative Permit \$3,044 \$3,048 6. Community Meeting Fee \$3,467 \$3,472 2. Appeals/Protests - Applicant \$11,697 \$11,710 3. Appeals/Protests - Applicant's Non-Applicant Appeal Processing 5. Billboard Height Alterations Agreement \$11,279 \$11,292 8. Consultation Fee-Permit/Sign Adjust \$303 per hour \$209 per hour 12. Development Variances Exceptions \$6,473 \$6,481 10. Development Agreements-Amendment \$9,818 \$9,829 11. Development Agreements-Annual Monitoring \$11,905 \$11,920 21. Mixed Use Permit Credit \$6,055		\$9,043	\$9,053
2. Additional Charges: Specific Plan Text Amendment 6. Urban Growth Minor Boundary Modifications 517,743 517,743 517,764 51. Miscellaneous Permits/Fees 1. Administrative Permit 6. Community Meeting Fee 53,467 53,472 2. Appeals/Protests - Applicant 51,4697 51,470 51,47			
1. Miscellaneous Permits/Fees 1. Administrative Permit \$3,044 \$3,048 6. Community Meeting Fee \$3,467 \$3,472 2. Appeals/Protests - Applicant \$11,697 \$11,710 3. Appeals/Protests - Applicant's Non-Applicant Appeal \$11,437 \$11,460 Processing 5. Billboard Height Alterations Agreement \$11,279 \$11,292 8. Consultation Fee-Permit/Sign Adjust \$303 per hour \$209 per hour 12. Development Variances Exceptions \$6,473 \$6,481 10. Development Agreements-Amendment \$9,818 \$9,829 11. Development Agreements-Annual Monitoring \$11,905 \$11,920 21. Mixed Use Permit Credit \$6,055	_	\$17,743	
11. Miscellaneous Permits/Fees1. Administrative Permit\$3,044\$3,0486. Community Meeting Fee\$3,467\$3,4722. Appeals/Protests - Applicant\$11,697\$11,7103. Appeals/Protests - Applicant's Non-Applicant Appeal\$11,437\$11,460Processing5. Billboard Height Alterations Agreement\$11,279\$11,2928. Consultation Fee-Permit/Sign Adjust\$303 per hour\$209 per hour12. Development Variances Exceptions\$6,473\$6,48110. Development Agreements-Amendment\$9,818\$9,82911. Development Agreements-Annual Monitoring\$11,905\$11,92021. Mixed Use Permit Credit\$6,055\$6,063	2. Additional Charges: Specific Plan Text Amendment	\$17,743	\$17,764
1. Administrative Permit \$3,044 \$3,048 6. Community Meeting Fee \$3,467 \$3,472 2. Appeals/Protests - Applicant \$11,697 \$11,710 3. Appeals/Protests - Applicant's Non-Applicant Appeal \$11,437 \$11,460 Processing 5. Billboard Height Alterations Agreement \$11,279 \$11,292 8. Consultation Fee-Permit/Sign Adjust \$303 per hour \$209 per hour 12. Development Variances Exceptions \$6,473 \$6,481 10. Development Agreements-Amendment \$9,818 \$9,829 11. Development Agreements-Annual Monitoring \$11,905 \$11,920 21. Mixed Use Permit Credit \$6,055 \$6,063	6. Urban Growth Minor Boundary Modifications	\$17,743	\$17,764
6. Community Meeting Fee \$3,467 \$3,472 2. Appeals/Protests - Applicant \$11,697 \$11,710 3. Appeals/Protests - Applicant's Non-Applicant Appeal \$11,437 \$11,460 Processing 5. Billboard Height Alterations Agreement \$11,279 \$11,292 8. Consultation Fee-Permit/Sign Adjust \$303 per hour \$209 per hour 12. Development Variances Exceptions \$6,473 \$6,481 10. Development Agreements-Amendment \$9,818 \$9,829 11. Development Agreements-Annual Monitoring \$11,905 \$11,920 21. Mixed Use Permit Credit \$6,055 \$6,063	11. Miscellaneous Permits/Fees		
2. Appeals/Protests - Applicant \$11,697 \$11,710 3. Appeals/Protests - Applicant's Non-Applicant Appeal \$11,437 \$11,460 Processing 5. Billboard Height Alterations Agreement \$11,279 \$11,292 8. Consultation Fee-Permit/Sign Adjust \$303 per hour \$209 per hour 12. Development Variances Exceptions \$6,473 \$6,481 10. Development Agreements-Amendment \$9,818 \$9,829 11. Development Agreements-Annual Monitoring \$11,905 \$11,920 21. Mixed Use Permit Credit \$6,055 \$6,063	1. Administrative Permit	\$3,044	\$3,048
3. Appeals/Protests - Applicant's Non-Applicant Appeal \$11,437 \$11,460 Processing 5. Billboard Height Alterations Agreement \$11,279 \$11,292 8. Consultation Fee-Permit/Sign Adjust \$303 per hour \$209 per hour 12. Development Variances Exceptions \$6,473 \$6,481 10. Development Agreements-Amendment \$9,818 \$9,829 11. Development Agreements-Annual Monitoring \$11,905 \$11,920 21. Mixed Use Permit Credit \$6,055 \$6,063	6. Community Meeting Fee	\$3,467	\$3,472
Processing 5. Billboard Height Alterations Agreement \$11,279 \$11,292 8. Consultation Fee-Permit/Sign Adjust \$303 per hour \$209 per hour 12. Development Variances Exceptions \$6,473 \$6,481 10. Development Agreements-Amendment \$9,818 \$9,829 11. Development Agreements-Annual Monitoring \$11,905 \$11,920 21. Mixed Use Permit Credit \$6,055 \$6,063	2. Appeals/Protests - Applicant	\$11,697	\$11,710
8. Consultation Fee-Permit/Sign Adjust \$303 per hour \$209 per hour 12. Development Variances Exceptions \$6,473 \$6,481 10. Development Agreements-Amendment \$9,818 \$9,829 11. Development Agreements-Annual Monitoring \$11,905 \$11,920 21. Mixed Use Permit Credit \$6,055 \$6,063		\$11,437	\$11,460
12. Development Variances Exceptions\$6,473\$6,48110. Development Agreements-Amendment\$9,818\$9,82911. Development Agreements-Annual Monitoring\$11,905\$11,92021. Mixed Use Permit Credit\$6,055\$6,063	5. Billboard Height Alterations Agreement	\$11,279	\$11,292
10. Development Agreements-Amendment\$9,818\$9,82911. Development Agreements-Annual Monitoring\$11,905\$11,92021. Mixed Use Permit Credit\$6,055\$6,063	8. Consultation Fee-Permit/Sign Adjust	\$303 per hour	\$209 per hour
10. Development Agreements-Amendment\$9,818\$9,82911. Development Agreements-Annual Monitoring\$11,905\$11,92021. Mixed Use Permit Credit\$6,055\$6,063	12. Development Variances Exceptions	\$6,473	\$6,481
11. Development Agreements-Annual Monitoring\$11,905\$11,92021. Mixed Use Permit Credit\$6,055\$6,063	·		
21. Mixed Use Permit Credit \$6,055 \$6,063	· -		
·· ·· ·····················	28. Reasonable Accommodation	\$7,937	\$7,947

AMENDMENTS TO THE 2020-2021 PROPOSED FEES AND CHARGES REPORT

LANNING, BUILDING AND CODE ENFORCEMENT CONT'D 5. Preliminary Review Fee	No Change	
5. Preliminary Review Fee	No Change	
	No Change	
4. Additional Services: Preliminary Report		Delete
6. Public Information Services		
2. Comprehensive Research Letter	\$3,340 plus \$75 per 1/4 hour after 11 hours	\$3,345 plus \$75 per 1/4 hour after 11 hours
5. Legal Non-Conforming Verification	\$4,803 plus \$75.00 per 1/4 hour after 16 hours	\$4,808 plus \$75.00 per 1/4 hour after 16 hours
0. Single Family House Permit		
3. Public Hearing - Director	\$7,405	\$7,414
2. Special Use Permits (SUP)		
2. Renewal	\$5,847	\$5,853
3. Special Use Permit and Amendment: Existing Non- Single Family Use / New Construction	\$11,303	\$11,317
 Special Use Permit and Amendment: Existing Single Famil Use / No New Construction 	y \$5,468	\$5,475
4. Street Renaming Fee		
1. Street Renaming Fee: Major	\$11,279	\$11,292
2. Street Renaming Fee: Minor	\$4,073	\$4,078
5. Tentative Maps		
 All Tentative Maps and Vesting Tentative Maps and Amendments to Tentative and Vesting Tentative Maps: A 250 lots 	\$10,026 t	\$10,038
All Tentative Maps and Vesting Tentative Maps and Amendments to Tentative and Vesting Tentative Maps: A lots	\$8,773 t 50	\$8,783
 All Tentative Maps and Vesting Tentative Maps and Amendments to Tentative and Vesting Tentative Maps: U 10 lots 	\$7,937 p to	\$7,947
7. Certification of Compliance	\$5,647	\$5,674
8. Covenant of Easement	\$4,176	\$4,181
16. Release Covenant of Easement	\$3,447	\$3,451

AMENDMENTS TO THE 2020-2021 PROPOSED FEES AND CHARGES REPORT

DESCRIPTION	PROPOSED DOCUMENT FEE	REVISED FEE
PLANNING, BUILDING AND CODE ENFORCEMENT CONT'D		
26. Tree Removal Permit		
2. Live Trees: All Other Uses	\$2,269 + noticing fees	\$2,272 + noticing fees
Exhibit A		
Table A Conditional Use Permit (CUP)	\$16,691 plus any specific use regulation and/or policy review necessary from Section 3.215 - Table H	\$16,619 plus any specific use regulation and/or policy review necessary from Section 3.215 - Table H
Table A Amendment to a Conditional Use Permit	\$16,691 plus any specific use regulation and/or policy review necessary from Section 3.215 - Table H	\$16,619 plus any specific use regulation and/or policy review necessary from Section 3.215 - Table H
TRANSPORTATION		
Transportation Fees - Category I		
1. Development Review and Traffic Analysis Permits		
1. Affordable Housing Transportation Review	\$4,303 per review	\$812 per review
5. Micro Mobility		
3. Permit Fee	\$134 per permit	\$97 per permit