

# 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 2014-2015, excluding penalties and interest, is estimated to collect \$39.3 million, reflecting a cost recovery rate of 86.7% (Category I). To maintain a cost recovery rate of 100%, the one-time use of the reserves (\$1.6 million in the Planning Development Fee Program and \$4.5 million in the Building Development Fee Program) is proposed. In addition, the Solid Waste Enforcement Fee Program in 2014-2015 is anticipated to generate revenues of \$4.3 million. It is assumed that a portion of the funding for the program will be provided from higher than anticipated collections in 2013-2014 (\$600,000).

Activity in the Planning and Building Development Fee Programs is exceeding expectations in 2013-2014 as a result of increased development activity in all three sectors (commercial, industrial, and residential). With this Proposed Budget, the Department, along with the other Development Services partners (Fire and Public Works), are preparing for continued strength in development activity in 2014-2015. The 2014-2015 Proposed Operating Budget

recommends a net addition of 9.27 positions in the Planning Development Fee Program and a net addition of 10.05 positions in the Building Development Fee Program, and non-personal/equipment funding for the implementation of the Geographic Information System data migration project, an architect consultant to design and recommend workspace improvements, and customer service training. In addition, the Building Development Fee Program will allocate one-time funding to replace eight aging and unreliable vehicles.

Following the Code Enforcement Audit that was completed and issued by the City Auditor's Office in November 2013, a new, risk-based and self-certification tiered fee structure for the Multiple Housing Program is recommended. Included in the 2014-2015 Proposed Operating Budget are actions to add staff to implement this new program. The program will have three tiers; assignment to a tier will be based upon the number of prior cases and violations.

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

Development activity in San José has clearly rebounded and total construction valuation for 2013-2014 is projected to experience a 50% increase from the prior year. This increased activity level is primarily due to several large projects, such as Samsung, One South Market, and Centerra. The Development Services partners anticipate this strong activity level to be sustained through 2014-2015, driven in part by the Silvery Towers high rise and continued build out of the Hitachi site. In addition, Planning is anticipating future multi-family residential projects, as well as an increase in residential entitlements and use permits in 2014-2015. The result of this increased activity has led to steady

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

revenue gains; therefore, the addition of resources in the 2014-2015 Proposed Operating Budget is included in order to meet target cycle times and customer service levels.

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

The Building Development Fee Program is projected to be at 85.2% cost recovery in 2014-2015 with a projected revenue estimate of \$25.6 million, which is \$3.4 million below the 2013-2014 estimated collection level of \$29.0 million. The 2014-2015 revenue estimate assumes the continuation of strong development performance, but allows for some drop-off from the high levels experienced in 2013-2014. This collection level, along with the use of a portion of the Building Development Fee Program Reserve (\$4.5 million; estimated remaining reserve at the beginning of 2014-2015 is \$18.8 million to be used for works-in-progress projects), is sufficient to support the additions included in the 2014-2015 Proposed Operating Budget and balance this fee program. With these actions, the Building Development Fee Program is expected to remain at 100% cost recovery.

The expenditure actions in the 2014-2015 Proposed Operating Budget include: the addition of 1.0 Division Manager, 1.0 Building Inspection Manager, 1.0 Building Inspector Combination, 1.5 Planner II, and 1.0 Permit Specialist to address the increased level of development activity; the addition of 1.5 positions for accounting and administrative support; and additional non-personal/equipment funding for replacement vehicles. In response to the growing amount of development activity, additional resources, funded by the Development Services

partners (Building, Planning, Fire, and Public Works), are included in the budget to improve current cycle time performance in plan check and inspection activities and raise performance levels to meet customer needs. These shared support resources for this program include: an addition of a Geographic Systems Specialist and one-time non-personal equipment funding for the implementation and ongoing support of the Geographic Information System data migration project; one-time non-personal/equipment funding for a consultant to recommend workspace improvements; addition of a Public Information Manager to coordinate communications for Development Services; a position in the Information Technology Department to modernize the desktop environment; a position in the Finance Department for increased cashiering activities; and one-time non-personal/equipment funding for customer service training.

After a review of the fees in the Building Development Fee Program, two fee changes are recommended, resulting in a total reduction of \$400,000 in revenues. The recommended changes are further described below.

#### ***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. In 2013-2014, Planning experienced a high level of applications and permit activity. Based on the moderate increases seen in Planning development revenues, collections of \$3.6 million are projected in 2014-2015, resulting in a 69.3% cost recovery rate. The 2014-2015 Proposed Operating Budget includes the following recommended actions to improve service

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***DEVELOPMENT FEE PROGRAMS***

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

delivery: addition of a Planning Official to provide the needed oversight, experience, and expertise to address increased staffing levels and activity in the program; the addition of 1.0 Senior Planner, 4.5 Planner I/II, 1.0 Planning Technician, and 1.0 Senior Office Specialist to address the increased level of development activity; and the addition of 0.75 position for accounting and administrative support.

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 funding is also included in the 2014-2015 Proposed Operating Budget to hire a consultant to conduct a fee study. This consultant will analyze the current fee levels, compare fees to other jurisdictions, review business processes, and provide recommendations to adjust fees accordingly.

No adjustments to the fees in the Planning Development Fee Program (with the exception of the photocopy fees) are recommended. The use of \$1.6 million from the Planning Development Fee Program Reserve is recommended to balance this fee program (estimated remaining reserve at the beginning of 2014-2015 is \$710,000 to be used for works-in-progress projects). With these actions, the

Planning Development Fee Program is expected to remain at 100% cost recovery.

***Code Enforcement Fee Program***

The Code Enforcement Fee Program is projected to be at 100% cost recovery in 2014-2015 with a projected revenue estimate of \$9.9 million. For 2014-2015, adjustments to a number of miscellaneous Code fees are proposed to recover for adjusted personnel costs and any additional non-personal/equipment costs to support the Code program. The only fee with no recommended increases at this time is the Abandoned Cart Program. A new, risk-based and self-certification tiered fee structure for the Multiple Housing Program is included in this document, as further described below.

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

***Building Development Fee Program***

After a review of the fees in the Building Development Fee Program, two fee changes are recommended, resulting in a total reduction of \$400,000 in revenues. One recommendation is to change a business process for small residential plan review projects, which are identified as small residential alterations up to 300 square feet and additions under 100 square feet. On average, a plan review for small residential additions and alterations is normally completed in one hour. However, the fee is currently charged as a base fee (ranging from \$210 - \$2,940). A change to the business process is recommended by

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

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

conducting these plan reviews over the counter and at the \$210 hourly rate, which will alleviate the customers from paying the base fee for reviews or the expedited fee (which is an additional 50% charge). This change will reduce the revenues by approximately \$200,000. The second recommendation is to reduce the base hours charged for online permit issuance fees by 50%. Online issuance fees are calculated using the minimum base hours for each permit type, multiplied by an hourly rate (currently \$160 per hour). Base rates for permit issuance range from 15 minutes to two hours. The base hour estimation will be reduced by 50% for any permits purchased online, resulting in a reduction of approximately \$200,000 in revenues.

In addition, a slight change to the Refund Processing Fee (for withdrawal, cancellation or overpayment) is also recommended. The fee will change from 20% of the fee or one hour at the Permit Center hourly rate to 20% of the service fee when the project has been canceled and no work has started.

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

Although there are no adjustments to the fees in the Planning Development Fee Program (with the exception of the photocopy fees), one-time funding is included in the 2014-2015 Proposed Operating Budget to hire a consultant to conduct a fee study. This consultant will analyze the current fee levels, compare fees to other jurisdictions,

review business processes, and provide recommendations to adjust fees accordingly.

#### ***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, Multiple Housing Program (Permit Reinstatement and Reinspection Fees), Off-Sale Alcohol Enforcement Program (Permit, Permit Reinstatement, and Reinspection Fees), and the Tobacco Retail Permit Fee.

The following fees are recommended to be decreased based on a reevaluation of staff time and costs for this activity: Building Code Compliance Program, General Code Resinspection Fee, Multiple Housing Program (Transfer Fee), Neglected/Vacant House Registration Fee, Off-Sale Alcohol Enforcement Program (Permit Transfer Fee), Solid Waste Enforcement Fee, and the Tobacco Retail Program (Reinspection, Reinstatement, and Transfer Fee).

In the Solid Waste Enforcement Fee Program, a reduction to the tonnage rate from \$1.31 per ton to \$1.16 per ton is recommended. This reduction is possible because higher than budgeted collections in 2013-2014 (\$600,000) are recommended to be used to offset a portion of the costs in 2014-2015.

To properly align the Fee Resolution and the Fees and Charges document, the Code Enforcement Inspector Rate (\$125.00 per hour) and Environmental Inspector Rate

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

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

(\$125.90 per hour) are added, and the addition of review time exceeding the base hours for Landfill Closure and Post Closure Fees are included.

To address a recommendation from a Code Enforcement Audit issued by the City Auditor on November 21, 2013, the 2014-2015 Proposed Operating Budget includes the addition of five positions to implement a new Multiple Housing Tier Program. This new program includes the adoption of a risk-based, proactive inspection process with a self-certification component. The program will have three tiers and assignment to a tier based upon the number of prior cases and violations:

- Tier 1 (\$28.47 per unit) is identified as low score on the risk assessment profile with no substantiated complaints and is the self-certification component where an audit of 10% of the units and complaint response will be implemented;
- Tier 2 (\$59.20 per unit) is identified as medium score on the risk assessment profile and is driven by complaint response and proactive inspection (managers/owners have more than one violation per unit and repairs are completed by due date to maintain this status); and
- Tier 3 (\$102.67 per unit) is identified as the highest score on the risk assessment profile and is driven by

complaint response and proactive inspection (managers/owners are repeat violators and have violations that are health and safety related).

The current permit is \$43.81 per unit and all units are inspected on a six-year cycle. Under the proposed tier program, Tier 1 (the self-certification program) will have a six-year inspection cycle, Tier 2 will have a five-year inspection cycle, and Tier 3 will have a three-year inspection cycle.

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 2014-2015, staff met 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 (Building, Fire, Planning, and Public Works). Staff also worked with Tri-County Apartment Association regarding proposed changes to the Multiple Housing program.

The Proposed Fees and Charges Report was released on May 2, 2014, 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 13, 2014, at 7:00 p.m. and Monday, June 9, 2014, at 7:00 p.m. in the Council Chambers.

# DEPARTMENTAL FEES AND CHARGES

# PLANNING, BUILDING & CODE ENFORCEMENT

Service	2013-2014 Adopted Fee	2013-2014 % Cost Recovery	2014-2015 Proposed Fee	2014-2015 Estimated Cost	2014-2015 Estimated Revenue		2014-2015 % 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 (\$4,462,956) in 2014-2015 will bring the Development Fee Program to full cost recovery from 85.2%.

### 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	2013-2014 Adopted Fee	2013-2014 % Cost Recovery	2014-2015 Proposed Fee	2014-2015 Estimated Cost	2014-2015 Estimated Revenue		2014-2015 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>BUILDING FEE PROGRAM - CATEGORY I</b>								
<b>2. Building Permits</b>								
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					
<b>3. Building Plan Checking</b>								
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	2013-2014 Adopted Fee	2013-2014 % Cost Recovery	2014-2015 Proposed Fee	2014-2015 Estimated Cost	2014-2015 Estimated Revenue		2014-2015 % 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	2013-2014 Adopted Fee	2013-2014 % Cost Recovery	2014-2015 Proposed Fee	2014-2015 Estimated Cost	2014-2015 Estimated Revenue		2014-2015 % 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		\$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)					
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	2013-2014 Adopted Fee	2013-2014 % Cost Recovery	2014-2015 Proposed Fee	2014-2015 Estimated Cost	2014-2015 Estimated Revenue		2014-2015 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee

**BUILDING FEE PROGRAM - CATEGORY I**

**6. Electrical Permits**

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

**7. Mechanical Permits**

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

**8. Minimum Fees**

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	2013-2014 Adopted Fee	2013-2014 % Cost Recovery	2014-2015 Proposed Fee	2014-2015 Estimated Cost	2014-2015 Estimated Revenue		2014-2015 % 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					
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	2013-2014 Adopted Fee	2013-2014 % Cost Recovery	2014-2015 Proposed Fee	2014-2015 Estimated Cost	2014-2015 Estimated Revenue		2014-2015 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>BUILDING FEE PROGRAM - CATEGORY I</b>								
<b>10. Publications and Photocopies</b>								
<b>Charges</b>								
2 Optical image reproduction: 8 1/2 x 11	\$0.25 each page		No Change					
3 Optical image reproduction: Plans	\$4.50 each page		No Change					
4 Photocopies: 11 x 17	\$0.26 each page		\$0.20 each page					
5 Photocopies: 8 1/2 x 11	\$0.25 each page		\$0.19 each page					
6 Photocopies: Microfiche/Microfilm	\$3.50 for first image + \$0.25 for each additional page		No Change					
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 fee or 1 hour at the Permit Center hourly rate, whichever is greater (additional time charged at the Permit Center hourly rate)		20% of the service fee when project has been cancelled and no work has started					
<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	2013-2014 Adopted Fee	2013-2014 % Cost Recovery	2014-2015 Proposed Fee	2014-2015 Estimated Cost	2014-2015 Estimated Revenue		2014-2015 % 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	2013-2014 Adopted Fee	2013-2014 % Cost Recovery	2014-2015 Proposed Fee	2014-2015 Estimated Cost	2014-2015 Estimated Revenue		2014-2015 % 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>81.4%</b>		<b>30,062,956</b>	<b>26,000,000</b>	<b>25,600,000</b>	<b>86.5%</b>	<b>85.2%</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.	\$200 per year		No Change					
<b>Sub-total Abandoned Cart Program</b>		<b>100.0%</b>		<b>36,000</b>	<b>36,000</b>	<b>36,000</b>	<b>100.0%</b>	<b>100.0%</b>
<b>2. Auto Body Repair Shop Permit</b>								
1 Auto Body Repair Shop Permit	\$365.80 per shop		\$385.50 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	\$210.60 per reinspection		\$221.80 per reinspection					
<b>Sub-total Auto Body, Repair and Dismantler Facility Reinspection Permit</b>								
<b>4. Automobile Dismantler Permit</b>								
1 Automobile Dismantler Permit	\$366.60 per shop per year		\$385.30 per shop per year					
<b>Sub-total Automobile Dismantler Permit</b>		<b>100.0%</b>		<b>6,550</b>	<b>6,232</b>	<b>6,550</b>	<b>95.1%</b>	<b>100.0%</b>
<b>5. Building Code Compliance Program</b>								
1 Building Code Compliance	\$121.90 per hour		\$121.70 per hour					
<b>Sub-total Building Code Compliance Program</b>								

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2013-2014 Adopted Fee	2013-2014 % Cost Recovery	2014-2015 Proposed Fee	2014-2015 Estimated Cost	2014-2015 Estimated Revenue		2014-2015 % 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						
<b>Sub-total Code Enforcement Inspector Rate</b>									
<b>7. Environmental Inspector Rate</b>									
1 Environmental Inspector Rate			\$125.90 per hour						
<b>Sub-total Environmental Inspector Rate</b>									
<b>8. General Code Program</b>									
1 General Code Reinspection Fee	\$183.40 per reinspection		\$179.50 per reinspection						
<b>Sub-total General Code Program</b>		<b>100.0%</b>		<b>53,850</b>	<b>55,020</b>	<b>53,850</b>	<b>102.2%</b>	<b>100.0%</b>	
<b>9. Landfill Closure and Post Closure Fees</b>									
1 Closure and Post Closure Maintenance Plan	\$1,550 per landfill permit application		\$1,550.00 per application. Review time exceeding 15 hours will be charged the current Environmental Inspector Rate for each additional hour.						
2 Modification of Closure Maintenance Plan	\$700 per application		\$700.00 per application. Review time exceeding seven hours will be charged the current Environmental Inspector Rate for each additional hour.						
3 Review of Solid Waste Facilities Application	\$500 per application		\$500.00 per application. Review time exceeding five hours will be charged the current Environmental Inspector Rate for each additional hour.						

# DEPARTMENTAL FEES AND CHARGES

# PLANNING, BUILDING & CODE ENFORCEMENT

Service	2013-2014 Adopted Fee	2013-2014 % Cost Recovery	2014-2015 Proposed Fee	2014-2015 Estimated Cost	2014-2015 Estimated Revenue		2014-2015 % 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 per application		\$500.00 per application. Review time exceeding five hours will be charged the current Environmental Inspector Rate for each additional hour.					
5 Solid Waste Facilities Permit Application	\$500 per application		\$500.00 per application. Review time exceeding five hours will be charged the current Environmental Inspector Rate for each additional hour.					
<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)	\$43.81 per unit		\$28.47 per unit					
2 Multiple Housing Permit Tier 2 (five-year cycle)			\$59.20 per unit					
3 Multiple Housing Permit Tier 3 (three-year cycle)			\$102.67 per unit					
4 Permit Reinstatement	\$986.30 per reinstatement		\$1,050.60 per reinstatement					
5 Permit Transfer	\$38.30 per transfer		\$37.40 per transfer					
6 Reinspection Fee	\$194.60 per reinspection		\$207.40 per reinspection					
<b>Sub-total Multiple Housing Program Permits (Triplex and Above)</b>		<b>100.0%</b>		<b>4,827,192</b>	<b>3,939,456</b>	<b>4,827,192</b>	<b>81.6%</b>	<b>100.0%</b>



**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2013-2014 Adopted Fee	2013-2014 % Cost Recovery	2014-2015 Proposed Fee	2014-2015 Estimated Cost	2014-2015 Estimated Revenue		2014-2015 % 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	\$413.20 per quarter per house		\$381.77 per quarter per house					
<b>Sub-total Neglected/Vacant House Registration Fee</b>		<b>100.0%</b>		<b>103,078</b>	<b>111,564</b>	<b>103,078</b>	<b>108.2%</b>	<b>100.0%</b>
<b>12. Off-Sale Alcohol Enforcement Program</b>								
1 Off-Sale Alcohol Permit	\$425.00 per business		\$443.75 per business					
2 Permit Reinstatement	\$915.00 per reinstatement		\$944.00 per reinstatement					
3 Permit Transfer	\$38.30 per transfer		\$37.40 per transfer					
4 Reinspection Fee	\$123.80 per reinspection		\$128.30 per reinspection					
<b>Sub-total Off-Sale Alcohol Enforcement Program</b>		<b>100.0%</b>		<b>205,194</b>	<b>196,585</b>	<b>205,194</b>	<b>95.8%</b>	<b>100.0%</b>
<b>13. Solid Waste Enforcement Fee</b>								
1 Solid Waste Enforcement Fee	\$1.31 per ton		\$1.16 per ton					
<b>Sub-total Solid Waste Enforcement Fee</b>		<b>100.0%</b>		<b>4,311,355</b>	<b>4,868,857</b>	<b>4,311,355</b>	<b>112.9%</b>	<b>100.0%</b>
<b>14. Tobacco Retail Program</b>								
1 Tobacco Retail Permit Fee	\$518.00 per business		\$534.80 per business					
2 Tobacco Retail Reinspection Fee	\$116.00 per reinspection		\$113.00 per reinspection					
3 Tobacco Retail Reinstatement Fee	\$850.00 per reinstatement		\$820.00 per reinstatement					
4 Tobacco Retail Transfer Fee	\$38.30 per transfer		\$37.40 per transfer					
<b>Sub-total Tobacco Retail Program</b>		<b>100.0%</b>		<b>379,768</b>	<b>367,904</b>	<b>379,768</b>	<b>96.9%</b>	<b>100.0%</b>
<b>SUB-TOTAL CODE ENFORCE PROGRAM - CATEGORY I</b>		<b>100.0%</b>		<b>9,922,987</b>	<b>9,581,618</b>	<b>9,922,987</b>	<b>96.6%</b>	<b>100.0%</b>

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2013-2014 Adopted Fee	2013-2014 % Cost Recovery	2014-2015 Proposed Fee	2014-2015 Estimated Cost	2014-2015 Estimated Revenue		2014-2015 % 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>63,000</b>	<b>63,000</b>	<b>63,000</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>63,600</b>	<b>63,600</b>	<b>63,600</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	2013-2014 Adopted Fee	2013-2014 % Cost Recovery	2014-2015 Proposed Fee	2014-2015 Estimated Cost	2014-2015 Estimated Revenue		2014-2015 % 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>200,000</b>	<b>200,000</b>	<b>200,000</b>	<b>100.0%</b>	<b>100.0%</b>
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**PLANNING FEE PROGRAM - CATEGORY I**

Note: The use of the Planning Development Fee Program Reserve (\$1,594,893) in 2014-2015 will bring the Development Fee Program to full cost recovery from 69.3%.

**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/Rezonings**

1 Conventional Prezonings/Rezonings	\$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	2013-2014 Adopted Fee	2013-2014 % Cost Recovery	2014-2015 Proposed Fee	2014-2015 Estimated Cost	2014-2015 Estimated Revenue		2014-2015 % 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 Mitigation Monitoring Fee for Negative Declaration	\$748		No Change					
7 Mitigation Monitoring Review - Prior to Construction Activity	\$1,870		No Change					
8 Mitigation Monitoring Review - Prior to Issuance of Certificate of Occupancy	\$748		No Change					
9 Negative Declaration	\$3,366 + \$187 per hour over 14 hours		No Change					
<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					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2013-2014 Adopted Fee	2013-2014 % Cost Recovery	2014-2015 Proposed Fee	2014-2015 Estimated Cost	2014-2015 Estimated Revenue		2014-2015 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>7. General Plan Amendments</b>								
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					
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					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2013-2014 Adopted Fee	2013-2014 % Cost Recovery	2014-2015 Proposed Fee	2014-2015 Estimated Cost	2014-2015 Estimated Revenue		2014-2015 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>7. General Plan Amendments</b>								
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					
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					

# DEPARTMENTAL FEES AND CHARGES

# PLANNING, BUILDING & CODE ENFORCEMENT

Service	2013-2014 Adopted Fee	2013-2014 % Cost Recovery	2014-2015 Proposed Fee	2014-2015 Estimated Cost	2014-2015 Estimated Revenue		2014-2015 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>10. Miscellaneous Permits/Fees</b>								
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					
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					

## DEPARTMENTAL FEES AND CHARGES

## PLANNING, BUILDING & CODE ENFORCEMENT

Service	2013-2014 Adopted Fee	2013-2014 % Cost Recovery	2014-2015 Proposed Fee	2014-2015 Estimated Cost	2014-2015 Estimated Revenue		2014-2015 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>10. Miscellaneous Permits/Fees</b>								
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					
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					



## DEPARTMENTAL FEES AND CHARGES

## PLANNING, BUILDING & CODE ENFORCEMENT

Service	2013-2014 Adopted Fee	2013-2014 % Cost Recovery	2014-2015 Proposed Fee	2014-2015 Estimated Cost	2014-2015 Estimated Revenue		2014-2015 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>10. Miscellaneous Permits/Fees</b>								
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					
2 Adjustments - Major	\$745		No Change					
3 Amendments - Other Than Time Extension	\$1,830		No Change					
4 PD Permits	See Exhibit C		No Change					

## DEPARTMENTAL FEES AND CHARGES

## PLANNING, BUILDING & CODE ENFORCEMENT

Service	2013-2014 Adopted Fee	2013-2014 % Cost Recovery	2014-2015 Proposed Fee	2014-2015 Estimated Cost	2014-2015 Estimated Revenue		2014-2015 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<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					
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					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2013-2014 Adopted Fee	2013-2014 % Cost Recovery	2014-2015 Proposed Fee	2014-2015 Estimated Cost	2014-2015 Estimated Revenue		2014-2015 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>15. Public Information Services</b>								
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					
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					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2013-2014 Adopted Fee	2013-2014 % Cost Recovery	2014-2015 Proposed Fee	2014-2015 Estimated Cost	2014-2015 Estimated Revenue		2014-2015 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>17. Record Retention/Microfilming</b>								
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		No Change					
3 Optical image reproduction: Plans/Drawings	\$4.50 each page		No Change					
4 Photocopies: 11 x 17	\$0.26 each page		\$0.20 each page					
5 Photocopies: 11 x 17 Z-fold copies	\$0.33 each page		No Change					
6 Photocopies: 8 1/2 x 11	\$0.25 each page		\$0.19 each page					
7 Photocopies: microfiche/microfilm	\$3.50 for first image plus \$0.25		No Change					
8 Sale of Publications	100% of printing cost		No Change					
<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					

## DEPARTMENTAL FEES AND CHARGES

## PLANNING, BUILDING & CODE ENFORCEMENT

Service	2013-2014 Adopted Fee	2013-2014 % Cost Recovery	2014-2015 Proposed Fee	2014-2015 Estimated Cost	2014-2015 Estimated Revenue		2014-2015 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<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					
<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					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2013-2014 Adopted Fee	2013-2014 % Cost Recovery	2014-2015 Proposed Fee	2014-2015 Estimated Cost	2014-2015 Estimated Revenue		2014-2015 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>24. Tentative Map</b>								
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					
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					

**DEPARTMENTAL FEES AND CHARGES**

**PLANNING, BUILDING & CODE ENFORCEMENT**

Service	2013-2014 Adopted Fee	2013-2014 % Cost Recovery	2014-2015 Proposed Fee	2014-2015 Estimated Cost	2014-2015 Estimated Revenue		2014-2015 % Cost Recovery	
					Current Fee	Proposed Fee	Current Fee	Proposed Fee
<b>PLANNING FEE PROGRAM - CATEGORY I</b>								
<b>25. Tree Removal Permit</b>								
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					
3 Cancellation	\$10,555		No Change					
4 Extension	\$945		No Change					
<b>SUB-TOTAL PLANNING FEE PROGRAM - CATEGORY I</b>		<b>73.0%</b>		<b>5,194,893</b>	<b>3,600,000</b>	<b>3,600,000</b>	<b>69.3%</b>	<b>69.3%</b>
<b>TOTAL DEPARTMENT - GENERAL FUND</b>				<b>45,444,436</b>	<b>39,445,218</b>	<b>39,386,587</b>	<b>86.8%</b>	<b>86.7%</b>
<b>TOTAL DEPARTMENT - NON-GENERAL FUND</b>								
<b>TOTAL DEPARTMENT - Category I</b>				<b>45,380,836</b>	<b>39,381,618</b>	<b>39,322,987</b>	<b>86.8%</b>	<b>86.7%</b>
<b>TOTAL DEPARTMENT - Category II</b>				<b>63,600</b>	<b>63,600</b>	<b>63,600</b>	<b>100.0%</b>	<b>100.0%</b>
<b>TOTAL DEPARTMENT</b>				<b>45,444,436</b>	<b>39,445,218</b>	<b>39,386,587</b>	<b>86.8%</b>	<b>86.7%</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	2013-2014 ADOPTED	
	FEE	FEE RANGE
<b>TABLE A</b>		
Conditional Use Permit (CUP)	\$2,250	
Conditional Use Permit - Renew	\$2,250	
Amendment to a Conditional Use Permit	\$2,250	
CUP with No New Construction	Reduce fee (CUP) calculation by 50%	
<b>TABLE B</b>		
<b>0 to 1,999 square feet</b> 5%+ Slope or within 100' of stream bec	\$3,100 + \$0.77 per square foot \$1,425	\$3,100 - \$4,639
<b>2,000 to 9,999 square feet</b> 5%+ Slope or within 100' of stream bec	\$4,650 for first 2,000 sqare feet + \$0.58 for each additional sq.ft \$2,830	\$4,650 - \$9,290
<b>10,000 to 49,999 square feet</b> 5%+ Slope or within 100' of stream bec	\$9,500 for first 10,000 sqare feet + \$0.30 for each additional sq.ft \$4,260	\$9,500 - \$21,500
<b>50,000 to 99,999 square feet</b> 5%+ Slope or within 100' of stream bec	\$21,500 for first 50,000 sqare feet + \$0.26 for each additional sq.ft \$5,180	\$21,500 - \$35,500
<b>100,000 square feet and over</b> 5%+ Slope or within 100' of stream bec	\$35,500 for first 100,000 sqare feet + \$0.13 for each additional sq.ft \$6,850	\$35,500 - No Maximum
<b>ADDITIONAL CHARGES</b>		
Outdoor Use*	No maximum***	
Drive-Through Use	\$3,280	
Midnight to 6 a.m. Operation	\$3,280	
Hazardous Waste Facility Subject to Tanner Legislation**	\$12,800	
Mobilehome Site Conversion	\$7,090	
Conversion to Condominiums	\$10,210 + \$203 per unit	
Off Sale of Alcohol***	\$3,280	

DESCRIPTION	2014-2015 PROPOSED	
	FEE	FEE RANGE
Conditional Use Permit (CUP)	No Change	
Conditional Use Permit - Renew	No Change	
Amendment to a Conditional Use Permit	No Change	
CUP with No New Construction	No Change	
<b>0 to 1,999 square feet</b> 5%+ Slope or within 100' of stream bec	No Change No Change	
<b>2,000 to 9,999 square feet</b> 5%+ Slope or within 100' of stream bec	No Change No Change	
<b>10,000 to 49,999 square feet</b> 5%+ Slope or within 100' of stream bec	No Change No Change	
<b>50,000 to 99,999 square feet</b> 5%+ Slope or within 100' of stream bec	No Change No Change	
<b>100,000 square feet and over</b> 5%+ Slope or within 100' of stream bec	No Change No Change	
Outdoor Use*	No Change	
Drive-Through Use	No Change	
Midnight to 6 a.m. Operation	No Change	
Hazardous Waste Facility Subject to Tanner Legislation**	No Change	
Mobilehome Site Conversion	No Change	
Conversion to Condominiums	No Change	
Off Sale of Alcohol***	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	2013-2014 ADOPTED	
	FEE	FEE RANGE
<b>All Projects</b>	\$187 per hour for environmental services w/o designated fee	
<b>EIRs</b>	\$11,875 minimum (45 hrs) + additional time at \$187/hr plus publishing and noticing fees	
<b>EIR Preliminary Review Fee</b>	\$1,310 minimum (6 hrs) + additional time at \$187/hr plus publishing and noticing fees	
<b>Reuse of a Certified EIR:</b>		
<b>a. For projects exempt under Title 21 SJMC and conforming rezonings</b>	\$374 minimum (2 hrs) + additional time at \$187/hr plus publishing and noticing fees	
<b>b. For projects not exempt under Title 21 SJMC and without proof of environmental clearance dated within 2 years of submittal</b>	\$3,179 minimum (15 hrs) + additional time at \$187/hr plus publishing and noticing fees	
<b>Mitigation Monitoring Fee for EIR</b>	\$2,430	

2014-2015 PROPOSED	
FEE	FEE RANGE
No Change	
No Change	
No Change	
No Change	
No Change	
No Change	

**PLANNED DEVELOPMENT PERMIT  
FEE SCHEDULE**

**Exhibit C**

DESCRIPTION	2013-2014 ADOPTED		2014-2015 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	2013-2014 ADOPTED		2014-2015 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	2013-2014 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	

2014-2015 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	2013-2014 ADOPTED		2014-2015 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	2013-2014 ADOPTED		2014-2015 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	